



Port of Vancouver USA

**AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, April 12, 2022**

In accordance with the Open Public Meetings Act (OPMA), the Port of Vancouver Board of Commissioners meeting will be open to in-person attendance. Options for viewing and/or participating in the meeting remotely will also be accommodated (see details below). The Board members will be attending this meeting in person.

*Public testimony will be accepted under Open Forum (any topic). **Advance registration will be required for individuals who want to provide testimony remotely (see details below).***

A) CALL TO ORDER (8:30 a.m.)

B) EXECUTIVE SESSION

None

C) OPENING REMARKS (8:30 a.m.)

- 1) Opening Remarks
- 2) Approve Minutes of the March 22, 2022 Regular Meeting

D) OPEN FORUM

- 1) Public comment, on any topic including matters subject to Commission vote
To provide public comment (remotely) during the board meeting, you must register no later than 12:00 p.m. Monday, April 11, 2022, by emailing povcommissioners@portvanusa.com**

E) ACTION ITEMS

None

F) UNFINISHED BUSINESS

- 1) Port Contracts Logs

G) NEW BUSINESS

H)	<u>ACCOUNTS PAYABLE</u>		
	Voucher Numbers	108860 – 109219	\$ 5,906,242.51
	Electronic Payments	03/01/2022 – 03/31/2022	\$ 623,013.24
	Payroll Voucher Numbers		\$ 694,307.79
	Checks	51658002	
	Direct Deposits	100001 – 100131	
		120001 – 120125	

I) CEO REPORT

- 1) Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers
- 2) C-Tran Presentation
- 3) Project Updates

J) COMMISSIONERS REPORTS

K) UPCOMING EVENTS

L) WORKSHOP
Procurement/Contracts

M) SIGN DOCUMENTS

N) ADMINISTRATIVE WORK SESSION
None

O) ADJOURNMENT

****Public comments are welcome during Open Forum. Individuals requesting to provide comment remotely must register in advance via email to povcommissioners@portvanusa.com no later than 12:00 p.m. on Monday, April 11, 2022. All individuals will have three minutes to read their comments into the record and will be asked to provide their name and city of residence for the record. No public comments will be read into the record by the port. Written comments not intended to be read by the community member and received by 8:30 a.m. Tuesday, April 12, 2022, will become part of the official meeting record and will be provided to the Commission.**

Further instructions for accessing the virtual meeting (for remote testimony) will be provided upon registration. Please call the Port of Vancouver at (360) 693-3611 with questions. Visit the port's website at www.portvanusa.com for more information.

Agenda Item No. C-2

REQUEST FOR COMMISSION ACTION **PORT OF VANCOUVER USA**

REVIEWED BY:

Executive Services Manager 04/12/2022

Michelle Allan Title Date

APPROVED BY:

Title

SUBJECT: Minutes of the March 22, 2022 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 03/22/2022 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the March 22, 2022, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: *Juliana Marler* , CEO

Date Action Taken _____ **Motion By:** _____

Approved: _____ **Seconded By:** _____

Deferred To: _____ **Unanimous:** Yes ___ No ___

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, March 22, 2022**

CALL TO ORDER

Commission President Burkman called a regular meeting of the Port of Vancouver Board of Commissioners to order at 8:30 a.m., Tuesday, March 22, 2022, via teleconference number 1 (253) 215-8782, conference code: 825 2587 1008 and passcode number: 178845 and by videoconference via Zoom pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event.

Commissioner Burkman confirmed that Commissioners Orange and LaBrant were on the line.

OPENING REMARKS

Commissioner Burkman welcomed and reminded everyone that all board members and the public are participating virtually pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event and the port's Resolution 2-2020. He also stated that no executive session was held this morning and the meeting is being recorded.

Meeting attendees included:

Jack Burkman	Port Commission President
Don Orange	Port Commission Vice President
Eric LaBrant	Port Commission Secretary
Julianna Marler	Port CEO
Michelle Allan	Port Executive Services Manager
Alicia Lowe	Port Legal Counsel
Betsy Rogers	Port Administrative Supervisor
Tiffany Truckey	Port Administrative Assistant
Angela Blake	Port Facilities Program Coordinator
Casey O'Dell	Port Director of Facilities
Dawn Egbert	Port Procurement Services Manager
Elizabeth Gotelli	Port Chief Financial and Administrative Officer
Erik Milliron	Port Tenant Services Coordinator
Jack Flug	Port Senior Financial Analyst
Jennifer Brower	Port Procurement & Grant Specialist
Joel Fairchild	Port Project Manager
Julie Payne	Port Revenue Accountant
Julie Rawls	Port Community Relations Manager
Kathy Holtby	Port Real Estate Manager
Kent Cash	Port Chief Operations Officer
Lori Kaylor	Port Commercial Sales Associate

Mark Tauscher	Port Environmental Specialist
Mary Mattix	Port Environmental Program Manager
Mason Kae	Port Records Officer
Matt Harding	Port Environmental Project Manager
Mike Bomar	Port Director of Economic Development
Mike Schiller	Port Director of Business Development
Monty Edberg	Port Director of Engineering & Project Delivery
Patty Boyden	Port Director of Environmental Services
Phala Le	Port Human Resources Specialist
Richard Troudt	Port Security Manager
Ryan Hart	Port Chief External Affairs Officer
Sadie Prodanovich	Port Social Media & Communications Specialist
Scott Goodrich	Port Director of Finance & Accounting
Sheila Deng	Port Senior Accountant
Thane Giles	Port Project Manager
Therese Lang	Port Director of Communications
Thomas Chidwick	Port General Office Assistant
Alona Steinke	Community Member
Cathryn Chudy	Community Member
Paul Newman	Community Member
Amelia Shelley	Community Member
Chris Hathaway	Lower Columbia Estuary Partnership
Elaine Placido	Lower Columbia Estuary Partnership
Lori Froehlich	Clark Public Utilities
Sean Philbrook	Identity Clark County

Additional members of the public participated in the virtual meeting but were not identified by name.

APPROVAL OF MINUTES

Regular Meeting of March 8, 2022

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the March 8, 2022, regular meeting.

OPEN FORUM

Commissioner Burkman stated that the agenda invited public comment on all matters on the agenda and reminded community members to keep their comments to three minutes. He said that two community members registered to speak. He then called on each community member based on the order in which the port received their request.

Alona Steinke

Ms. Steinke read aloud a letter that the Vancouver City Council sent to the State Building Codes Council (SBCC) supporting changes to building codes that would reduce greenhouse gas emissions. She also expressed disappointment that the port has missed opportunities to combat climate change by allowing gas in new buildings on port property.

Cathryn Chudy

Ms. Chudy stated at the last board meeting all three commissioners said they did not want gas in any new port buildings. She also stated that a requested workshop to discuss a policy on this matter has not been scheduled yet. She indicated the port's Climate Action Plan made a commitment to lower greenhouse gas emissions and the need for a policy discussion on gas use that applies to forthcoming decisions is urgent.

Commissioner Burkman thanked Ms. Steinke and Ms. Chudy for their comments. He reminded everyone interested in speaking during Open Forum at future meetings to register in advance no later than noon on Monday, the day prior to the scheduled Commission meeting.

ACTION ITEMS

No action items were presented to the board.

UNFINISHED BUSINESS

No unfinished business was considered.

NEW BUSINESS

No new business was discussed.

CEO REPORT

Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers

CEO Marler shared the history behind the adoption of Resolution 2-2020 and then advised the commissioners that she has not taken any action provided her under this resolution.

Lower Columbia Estuary Partnership (LECP): Experience Vancouver Lake Update

Director of Environmental Services Patty Boyden introduced Lower Columbia Estuary Partnership (LECP) representatives Executive Director Elaine Placido and Community Program Director Chris Hathaway. She also shared a short video prepared by LECP on their good work.

Ms. Placido talked about their efforts to educate and engage the community on ways to experience and explore Vancouver Lake. She thanked the port for its ongoing support.

CEO Marler and the commissioners thanked Ms. Placido for the work that the Lower Columbia Estuary Partnership does.

Interstate Bridge Replacement Program Executive Steering Group

CEO Marler provided a brief update on the efforts and focus of the Interstate Bridge Replacement Program Executive Steering Group. She indicated they are narrowing down options on transit, hearing from the community and equity advisory groups and getting feedback from the freight community with the goal to come up with a modified locally preferred alternative to submit for the permitting process. She encouraged folks that are interested in more information and the progress being made to visit the website at www.interstatebridge.org.

COMMISSIONERS REPORTS

Commissioner LaBrant stated he attended the following meetings and provided a brief summary of the meetings he attended:

- Pacific Northwest Waterways Association (PNWA) Mission to WA

Commissioner Orange stated he attended the following events and meetings and provided a brief summary of the meetings he attended:

- Pacific Northwest Waterways Association (PNWA) Mission to WA
- Funeral of Mr. Bob Schaefer, former Washington State Speaker of the House

Commissioner Burkman stated he attended the following events and meetings and provided a brief summary of the meetings he attended:

- Pacific Northwest Waterways Association (PNWA) Mission to WA
- Interstate Bridge Replacement Program
 - Executive Steering Group
 - Listening Session of the Confederated Tribes of the Grand Ronde
- American Empress Ship Tour
- Washington State Freight Mobility Strategic Investment Board (FMSIB)
- State Auditor's Conference
- Labor Roundtable Breakfast

Commissioner Burkman reminded everyone of the ways they can communicate with the Commission. He stated there is a great deal of information available on the port's website and encouraged everyone to check it out.

CEO Marler also shared the website address for the Lower Columbia Estuary Partnership. She stated it is www.estuarypartnership.org.

WORKSHOP

Port Redistricting

Ryan Hart, Chief External Affairs Officer provided a presentation on port redistricting. He stated that the port goes through this process every 10 years and is responsible for redrawing its own commissioner districts. He discussed the criteria for the redistricting plan, shared a port district map and provided the population distribution for each district. He also shared the proposed redistricting plan timeline.

CEO Marler thanked Ryan for his presentation. She also let folks know that following today's commission meeting there will be a public briefing beginning at 11:00 a.m., on the tax increment financing for the public improvements at Terminal 1.

ADMINISTRATIVE WORK SESSION

No administrative work session was held during this meeting.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, March 22, 2022, regular meeting was adjourned at 9:18 a.m. by Commissioner Burkman.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, March 22, 2022, Regular
Port of Vancouver USA Board of
Commission Meeting

Jack Burkman, President

Don Orange, Vice President

Eric LaBrant, Secretary

Agenda Item No. H-1

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA
REVIEWED BY:	
Accounts Payable	
Title	
APPROVED BY:	
Director of Finance	
& Accounting	
Scott D. Goodrich	04/12/2022
Title	Date
SUBJECT: VENDOR CLAIMS APPROVAL	

BACKGROUND:

March 2022 Vendor Claims:

Voucher Numbers	108860 – 109219	\$ 5,906,242.51
Electronic Payments	03/01/2022 – 03/31/2022	\$ 623,013.24
Payroll Voucher Numbers		\$ 694,307.79
Checks	51658002	
Direct Deposits	100001 – 100131	
	120001 – 120125	

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of March 2022 Vouchers 108860 – 109219 in the amount of \$5,906,242.51 including Electronic Payments generated between 03/01/2022 – 03/31/2022 in the amount of \$623,013.24 and March 2022 Payroll Check 51658002 and Payroll Direct Deposits 100001 – 100131 and 120001 – 120125 in the amount of \$694,307.79.

Submitted by: <i>Juliana Marler</i> , CEO	
Date Action Taken _____	Motion By: _____
Approved: _____	Seconded By: _____
Deferred To: _____	Unanimous: Yes___ No___