

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, April 25, 2023**

**CALL TO ORDER**

Commission President Orange called a regular meeting of the Port of Vancouver Board of Commissioners to order and open to the public at 9:30 a.m., Tuesday, April 25, 2023, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

**OPENING REMARKS**

Commissioner Orange welcomed everyone to the commission meeting. He announced no executive session was held and that the meeting is being recorded. He stated this meeting is a hybrid meeting so that along with everyone present in the meeting, anyone who wants to make virtual oral comment can use Zoom. He then invited guests to participate in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

**Regular Meeting of April 11, 2023**

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the April 11, 2023, regular meeting.

**OPEN FORUM**

Commissioner Orange stated that the agenda invited public comment and asked if anyone had signed up to speak. Executive Services Manager Michelle Allan indicated no community members registered in advance to provide virtual oral comments. She also confirmed that there was no one present who signed up to provide comment.

**ACTION ITEMS**

**E-1 Approve the Lease between the Port of Vancouver and Vancouver Bulk Terminal, LLC**

Alex Strogon, Chief Commercial Officer presented the action item and discussed it with the commission. He answered questions from the Board. On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve and authorize the CEO to execute the Lease Agreement at 2701 NW Harborside Drive between the Port of Vancouver and Vancouver Bulk Terminal, LLC.

## E-2 Approve Purchase of Vactor Truck

Kent Cash, Chief Operations Officer presented the action item and discussed it with the commission. He answered questions from the Board. On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners authorize the CEO to purchase a 2023 2100i Vactor truck from Owen Equipment in the amount of \$634,475.37 including Washington State sales tax.

## E-3 Approve Janitorial Services and Supplies

Dawn Egbert, Procurement Services Manager presented the action item and discussed it with the commission. She answered questions from the Board. On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract with Midnight Janitorial for \$171,069.88 for Janitorial Services and Supplies for a period of one (1) year with the option to extend for three (3) additional one-year terms.

## **UNFINISHED BUSINESS**

### Port Contracts Logs

No unfinished business was considered.

## **NEW BUSINESS**

No new business was discussed.

## **CEO REPORT**

No CEO report was provided, as CEO Marler was not present.

## **COMMISSIONERS REPORTS**

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

- Port of Camas/Washougal Grand Opening for Building 20
- Port presentation at Fairway Village
- Southwest Washington Labor Roundtable Breakfast

Commissioner LaBrant did not provide a report.

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

- Port of Camas/Washougal Grand Opening for Building 20
- Trip on the proposed Frog Ferry

## **UPCOMING EVENTS**

A list of upcoming events was displayed on the screen for viewers to see staff activities and community meetings. Executive Services Manager Allan stated the next commission meeting scheduled for May 9 will begin at 9:30 a.m. She also highlighted several other upcoming community events.

## **RECESS**

Commissioner Orange called a recess at 9:57 a.m. to prepare for the port's workshop on the Sustainability and Climate Action Report.

## **WORKSHOP**

### **Sustainability and Climate Action Report**

Commissioner Orange reopened the meeting at 10:06 a.m. for the workshop on the Sustainability and Climate Action Report, led by Environmental Program Manager Mary Mattix.

Port Environmental Program Manager Mattix provided a presentation about the sustainability efforts at the port. She discussed the development of the port's Sustainability Committee and the benefit of planning and setting goals. She stated that elements from the Strategic Plan and the Climate Action Plan have been incorporated into the sustainability work. She indicated the goal areas for sustainability include the three P's – People, Planet and Profit - and provided the following examples of 2022 accomplishments:

- People: Social Equity Goals
  - Outreach & Engagement
  - Partnerships and Events
  - Safety & Employment
- Profit: Economic Goals
  - Efficiencies & Financial Practices
  - Diversified Revenue & Future Planning
  - Tenant Support & Transportation
- Planet: Environmental Goals
  - Natural Resources & Partnerships
  - Water Quality
  - Climate Action

In addition, she discussed 2023 sustainability goals and where sustainability reports are located on the port's website.

Executive Services Manager Allan and the commissioners thanked Mary, the Sustainability Committee and everyone at the port for their sustainable efforts and continuous improvements.

**SIGN DOCUMENTS**

The Board signed documents at 10:42 a.m.

**ADMINISTRATIVE UPDATE / WORK SESSION**

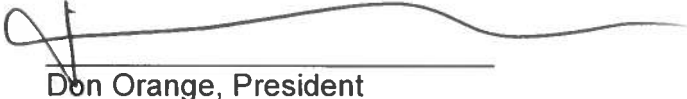
No administrative work session was held during this meeting.

**ADJOURNMENT**

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, April 25, 2023, regular meeting was adjourned at 10:50 a.m. by Commissioner Orange.

Betsy Rogers, Administrative  
Supervisor, April 25, 2023, Regular  
Port of Vancouver USA Board of  
Commission Meeting

PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS



Don Orange, President



Eric LaBrant, Vice President



Jack Burkman, Secretary