



Port of Vancouver USA

**AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, January 25, 2022**

- A) CALL TO ORDER VIRTUAL MEETING* (8:30 a.m.)**
- B) EXECUTIVE SESSION**
None
- C) OPENING REMARKS (8:30 a.m.)**
1) Opening Remarks
2) Approve Minutes of the January 11, 2022 Regular Meeting
- D) OPEN FORUM**
1) To provide public comment during the virtual board meeting, you must register no later than 12:00 p.m. Monday, January 24, 2022 by emailing povcommissioners@portvanusa.com**
- PUBLIC HEARING**
1) Comprehensive Scheme of Harbor Improvements and Industrial Development
To provide comment during the public hearing, you must register no later than 12:00 p.m. Monday, January 24, 2022 by emailing povcommissioners@portvanusa.com***
- E) ACTION ITEMS**
1) Adopt Resolution 1-2022: Amend the Comprehensive Scheme of Harbor Improvements and Industrial Development for the Port of Vancouver USA
2) Approve Second Amendment to Lease between the Port of Vancouver USA and The Columbian
- F) UNFINISHED BUSINESS**
None
- G) NEW BUSINESS**
- H) CEO REPORT**
1) Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers
- I) COMMISSIONERS REPORTS**

J) **WORKSHOP**
None

K) **ADMINISTRATIVE WORK SESSION**
None

L) **ADJOURNMENT**

***In compliance with the Governor's Emergency Proclamation 20-28, the Port's Resolution 3-2020, and in the interest of the safety and welfare of the public, the community, port employees, and to limit the spread of the virus, this Board meeting will not be open to in-person attendance. Board members will be attending this meeting remotely via video conference.**

To participate in this meeting, please call 1 (253) 215-8782 and enter the Meeting ID number: 874 4766 3646 and Passcode number: 997636 or Join the Zoom Meeting by clicking [here](#). Please call (360) 693-3611 for technical difficulties. Meeting materials are available on the port's website at www.portvanusa.com.

****Public comments are welcome during Open Forum by registering in advance via email to povcommissioners@portvanusa.com no later than 12:00 p.m. on Monday, January 24, 2022. Individuals will have three minutes to read their comments into the record and will be called in the order in which the port receives the registration email request. 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, January 25, 2022 will become part of the official meeting record and will be provided to the Commission.**

*****Public comments are welcome during the Public Hearing on the Comprehensive Scheme of Harbor Improvements and Industrial Development by registering in advance via email to povcommissioners@portvanusa.com no later than 12:00 p.m. Monday, January 24, 2022. Individuals will have three minutes to read their comments into the record and will be called in the order in which the port receives the registration email request. 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 12:00 p.m. Tuesday, January 24, 2022 will become part of the official hearing record and will be provided to the Commission.**

Agenda

Item No. C-2

REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Executive Services Manager

01/25/2022

Michelle Allan

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the January 11, 2022 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 01/11/2022 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the January 11, 2022, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: Eliana Sotelli for CEO

Date Action Taken: _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes _____ No _____

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, January 11, 2022**

CALL TO ORDER

CEO Julianna Marler called a regular meeting of the Port of Vancouver Board of Commissioners to order at 8:30 a.m., Tuesday, January 11, 2022, via teleconference number 1 (253) 215-8782, conference code: 894 0361 7639 and passcode number: 719834 and by videoconference via Zoom pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event.

CEO Marler confirmed that Commissioners Orange, LaBrant and Burkman were on the line.

OPENING REMARKS

CEO Marler 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 3-2020. She also stated that no executive session was held this morning and the meeting is being recorded.

Meeting attendees included:

Eric LaBrant	Port Commission President
Jack Burkman	Port Commission Vice President
Don Orange	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
Ben Shoop	Port Construction Inspector
Casey O'Dell	Port Director of Facilities
Chrissy Lyons	Port Commercial and Industrial Sales Manager
Dawn Egbert	Port Procurement Services Manager
Elizabeth Gotelli	Port Chief Financial and Administrative Officer
Jack Flug	Port Senior Financial Analyst
Jennifer Brower	Port Procurement & Grant Specialist
Jim Hagar	Port Economic Development Project Manager
Joel Fairchild	Port Project Manager
Jonathan Eder	Port Director of Human Resources
Julie Rawls	Port Community Relations Manager
Kathy Holtby	Port Real Estate Manager
Katie Odem	Port Marketing Communications Manager

Kent Cash	Port Chief Operations Officer
Lori Kaylor	Port Commercial Sales Associate
Mark Newell	Port Project Delivery Manager
Mark Tauscher	Port Environmental Specialist
Mason Kae	Port Records Officer
Mike Bomar	Port Director of Economic Development
Monty Edberg	Port Director of Engineering & Project Delivery
Phala Le	Port Human Resources Specialist
Richard Troudt	Port Security Manager
Rick Cline	Port Contracts Manager
Ryan Hart	Port Chief External Affairs Officer
Scott Goodrich	Port Director of Finance & Accounting
Therese Lang	Port Director of Communications
Thomas Chidwick	Port General Office Assistant
Todd Krout	Port Director of Operations
Alona Steinke	Community Member
Cathryn Chudy	Community Member
Kristin Edmark	Community Member
Edward DeBroeck	Community Member
Lori Froehlich	Clark Public Utilities
Sara Wolf	The Columbian
Noa Lidstone	Kinder Morgan Bulk Terminals, Inc.
Hod Wells	PBS Engineering and Environmental

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

APPROVAL OF MINUTES

Special Meeting/Executive Session of December 13, 2021

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the December 13, 2021, special meeting/executive session.

Regular Meeting of December 14, 2021

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the December 14, 2021, regular meeting.

Special 3-Ports Meeting of December 16, 2021

On motion by Commissioner Orange, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the December 16, 2021 3-Ports meeting.

OPEN FORUM

CEO Marler stated that the agenda invited public comment on all matters on the agenda and several community members responded to provide comment. She 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. She then called on each community member based on the order in which the port received their request.

Alona Steinke

Ms. Steinke discussed the port's Climate Action Plan and shared her appreciation for the port's goal to meet or exceed state and federal climate action guidelines. She encouraged the port to hold a workshop on environmental issues and find ways that promote renewable energy use.

Cathryn Chudy

Ms. Chudy encouraged the port to further advance its Climate Action Plan and find ways to prevent from adding to the emissions burden the community is experiencing. She also requested that the port hold additional workshops to discuss these types of issues.

CEO Marler thanked everyone for their comments.

ACTION ITEMS

E-1 Approve Port of Vancouver USA Board - Election of Officers - 2022

CEO Julianna Marler presented the action item and discussed the election of officers for the 2022 board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman, and carried unanimously, the Board of Commissioners elects each of the following officers to serve for the year 2022:

President	Commissioner Jack Burkman
Vice President	Commissioner Don Orange
Secretary	Commissioner Eric LaBrant

E-2 Approve Port Organizational Assignments – 2022

CEO Julianna Marler presented the action item and discussed the proposed 2022 port organizational assignments with the commission.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the membership assignments for 2022 as presented.

E-3 Approve Contract Amendment with KPFF Consulting Engineers for Consultant Design Services for Berth 17 Rehabilitation

Monty Edberg, Director of Engineering & Project Delivery introduced 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 execute a contract amendment with KPFF Consulting Engineers for \$1,465,701 including applicable Washington State Sales Tax for a total contract amount not to exceed \$2,245,843 for the Rehabilitation of the Berth 17 Dock Structure, located at Terminal 5, and include the option for reimbursement of the project consulting services under Reimbursement Resolution 1-2021.

UNFINISHED BUSINESS

Port Contracts Logs

The commissioners reviewed the port contracts logs. CEO Marler reminded everyone that the contracts logs are provided to the Commission on a monthly basis and are available on the port's website. No questions were asked by the Board.

No additional unfinished business was considered.

NEW BUSINESS

No new business was discussed.

ACCOUNTS PAYABLE

Director of Finance & Accounting Scott Goodrich presented the action item as contained in the Commission's packet and discussed the recommendation with the Board. He answered questions from the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of December 2021 Vouchers 107903 – 108257 in the amount of \$3,471,335.20 including Electronic Payments generated between 12/01/2021 – 12/30/2021 in the amount of \$860,381.53 and December 2021 Payroll Direct Deposits 490001 – 490123 and 510001 – 510124 and 514001 – 514002 in the amount of \$606,939.17.

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.

Project Updates

Mark Newell, Project Delivery Manager provided an update on several port projects, including:

- Terminal 1 Site & Infrastructure
- Terminal 1 Red Lion Demolition
- Berth 17 Dock Fender System Replacement

No questions were received from the Board.

CEO Marler provided information regarding the free COVID Vaccine Clinic to be held at the Port of Vancouver administrative office from 12:30 p.m. to 5:30 p.m. this afternoon. She encouraged folks to participate in the clinic.

COMMISSIONERS REPORTS

Commissioner LaBrant stated that he did not have anything to report but mentioned that the Labor Roundtable was cancelled due to the COVID surge. He also encouraged folks to get vaccinated.

Commissioner Orange stated he did not have anything to report either, but he also encouraged folks to get their booster vaccinations. In addition, he encouraged more environmental workshops to be held as requested earlier by community members.

Commissioner Burkman stated he agreed with Commissioner Orange regarding the need to hold more workshops. He also stated he attended the following events and meetings and provided a summary on some of the meetings he attended:

- 3 Ports Board Meeting
- CEO Marler
- WSDOT update on Washington's Freight Plan
- Interstate Bridge Replacement Program Executive Steering Group
- Regional Transportation Council Meeting

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

RECESS

CEO Marler called a recess from 9:21 a.m. – 9:26 a.m. to prepare for the port's workshop on Employment Lands.

WORKSHOP

Employment Land Strategy

Director of Economic Development Mike Bomar provided a high-level overview of the Employment Land Strategy study he has been working on for the port. He described the elements of a land strategy and its importance. He highlighted the timeline and foundation on which the strategy will be built. He discussed the framework, inventory, and assessment timeline. He then offered recommendations and next steps. He indicated the document will be dynamic in nature and once completed, it will be presented to the board with future updates as appropriate. He answered questions from the Board. The workshop concluded at 9:58 a.m.

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, January 11, 2022, regular meeting was adjourned at 9:58 a.m. by CEO Julianna Marler.

PORT OF VANCOUVER USA BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, January 11, 2022, Regular
Port of Vancouver USA Board of
Commission Meeting

Eric LaBrant, President

Jack Burkman, Vice President

Don Orange, Secretary

Agenda Item No. E-1

REQUEST FOR COMMISSION ACTION
REVIEWED BY:

PORT OF VANCOUVER USA

Director of Engineering
and Project Delivery

Monty Edberg

Title

APPROVED BY:

Chief Operations Officer 01/25/2022

Kent Cash

Title

Date

SUBJECT: Adopt Resolution 1-2022: Amend the Comprehensive Scheme of Harbor Improvements and Industrial Development for the Port of Vancouver USA

BACKGROUND:

The Port of Vancouver is required by the Revised Code of Washington 53.20 to have an official "Comprehensive Scheme of Harbor Improvements and Industrial Development" which is intended to communicate the port's plans regarding investments or divestments of its assets. Periodic amendments to the port's Comprehensive Scheme are necessary to communicate future plans for construction, demolition, improvement, surplus, acquisition, remediation and mitigation of port property.

Any proposed amendment to the current Comprehensive Scheme requires State Environmental Policy Act (SEPA) review as a Non-project Action. A fourteen-day public comment period regarding the proposed amendment must occur as part of the SEPA process. In addition, the Board of Commissioners must publicly notify and conduct a public hearing regarding the proposed amendment.

Resolution 1-2022 proposes to amend the Comprehensive Scheme to allow: (i) construction of the Berth 17 Rehabilitation Project, including the surplus and demolition of equipment and unneeded structures located at Berth 17; (ii) construction of the Port Trail Project; (iii) the Surplus of Farm Structures; and (iv) construction of the Terminal 4 Bank Stabilization Project.

The Port of Vancouver proposes to amend its current Comprehensive Scheme in accordance with Resolution 1-2022 and RCW 53.20.020 and 53.08.090. The public comment period required under SEPA ended on January 21, 2022, at 5:00 p.m. The Public Hearing to receive citizen comments to adopt Resolution 1-2022 is being held January 25, 2022, at 8:30 a.m.

Additional Information Attached? Yes

RECOMMENDATION: That the Board of Commissioners adopt Resolution 1-2022 to amend the Port of Vancouver's Comprehensive Scheme of Harbor Improvements and Industrial Development.

Submitted by:  CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ____ No ____

RESOLUTION NO. 1 - 2022

A Resolution Of The Port Of Vancouver Board Of Commissioners, Clark County, Washington, Amending The Port Of Vancouver Comprehensive Scheme Of Harbor Improvements And Industrial Development

Surplus, Demolition and Construction of Berth 17 Rehabilitation Project

WHEREAS, RCW 53.08.090 requires that no property which is a part of the Comprehensive Scheme of Harbor Improvements and Industrial Development ("Comprehensive Scheme") thereof shall be disposed of until the Comprehensive Scheme has been modified to find the property surplus to Port District needs; and

WHEREAS, the Berth 17 rehabilitation project restores Berth 17 and its ability to moor vessels, supports a nested vessel configuration at the berth (two vessels, moored side-by-side simultaneously), and supports other maritime activities. In addition to repair and maintenance items necessary for the rehabilitation of Berth 17, the project adds new dolphins for mooring, berthing and dock strengthening purposes, and additional catwalks. Ancillary improvements would also be made to Terminal 5 to support the work at the berth, including a new dock worker support building, parking, lighting and utility improvements. The project requires the surplus and demolition of the existing on-dock crane, conveyor structures, and upland water tower because they are no longer needed for Port District purposes. The contemplated surplus, demolition and construction are hereinafter referred to as the "**Berth 17 Rehabilitation Project**" and the project location is identified on the attached **Exhibit 1**; and

Construction of Port Trail System

WHEREAS, the Port trail project creates a multi-use trail system linking city sidewalks at St. Francis Lane to the county trail adjacent to the Vancouver Lake flushing channel. The multi-use trail is 12 feet wide, and segments 1-3 (approximately 1.5 miles) are complete. Segments 4-7 (approximately 2 miles) have not been constructed yet and will complete the connection to the existing public trail system linking Frenchman's Bar Regional Park and Vancouver Lake Regional Park. Where possible, the trail will abut or parallel Washington State Route (SR) 501, however exact alignment has not yet been determined. Improvements may include paved trail, pedestrian bridge structures, utilities, stormwater systems, lighting, landscaping, and other associated improvements. The trail will be constructed for public use. The proposed construction is hereinafter referred to as the "**Port Trail Project**" and the location of the Port Trail Project is identified on the attached **Exhibit 2**; and

Surplus of Farm Structures

WHEREAS, the Port of Vancouver (the "**Port**") owns real property where the area, structures and improvements have been historically operated by farm tenants. The real

property located at 6818 NW Old Lower River Road, Vancouver, WA 98660 is currently leased to Andersen Dairy, who has given their notice to terminate. The subject property contains farm structures, including two silos, a hay storage shed, single-family house, septic system, and other ancillary structures such as small sheds, a garage, and pump house structures. In addition to these existing structures, a demolished milk house is identified for surplus in this amendment to reflect its demolition in the Comprehensive Scheme. The proposed are hereinafter referred to as the **Surplus of Farm Structures** and are identified on the attached **Exhibit 3**. An existing shop building at the property is not proposed for surplus; and

WHEREAS, the Port intends to remove the surplus structures as they are no longer in use and pose a safety risk if left standing. The septic system will be decommissioned in accordance with state and local guidelines; and

Construction of Terminal 4 Bank Stabilization Project

WHEREAS, the Terminal 4 bank stabilization project stabilizes approximately 1,850 linear feet of shoreline along the Columbia River at Terminal 4 between Berth 10 and Berth 13, utilizing a combination of structural and nonstructural methods. The work includes repair and enhancement of shoreline vegetation as mitigation for prior removal. An existing gravel roadway will be regraded and paved. The purpose of the project is to provide an ecologically sensitive, long-term solution to bank stabilization at the site and to maintain and protect an existing gravel roadway and other upland infrastructure. The contemplated construction and improvements are hereinafter referred to as the **"Terminal 4 Bank Stabilization Project"** and the location of the project is identified on the attached **Exhibit 4**; and

Summary of Proposed Amendments

WHEREAS, the Port proposes to amend the Comprehensive Scheme to allow (i) the surplus, demolition and construction of the Berth 17 Rehabilitation Project; (ii) construction of the Port Trail Project; (iii) the Surplus of Farm Structures; and (iv) construction of the Terminal 4 Bank Stabilization Project; and

WHEREAS, the Comprehensive Scheme was most recently amended by Port Resolution 5-2020, adopted October 27, 2020; and

WHEREAS, it is now deemed necessary and advisable that the Port amend its Comprehensive Scheme; and

WHEREAS, the above proposed action has been reviewed, as required, under the provisions of the State Environmental Policy Act (SEPA) and the related comment period expired at 5:00 p.m. on January 14, 2022; and

WHEREAS, a public hearing was held on January 25, 2022 at 8:30 a.m., subject to the agenda of the Board of Commissioners, after notice of such hearing was duly given as provided by law, on the question of whether or not the Comprehensive Scheme should be amended as provided; and

WHEREAS, after discussion and consideration, this Board of Commissioners determines that said Comprehensive Scheme should be amended and finds: (i) the Port Berth 17 Rehabilitation Project is required to support the Port's long-term terminal modernization plan and the existing crane, conveyor structures, and water tower are surplus to the Port's needs and no longer needed for Port District purposes; (ii) construction of the Port Trail Project is required to provide public access opportunities on port properties; (iii) the Farm Structures are surplus to the Port's needs and no longer needed for Port District purposes; and (iv) construction of the Terminal 4 Bank Stabilization Project is required to protect the Port's continued use of Terminal 4. This Board of Commissioners further finds that the improvements described herein should be included in the Comprehensive Scheme.

NOW THEREFORE, BE IT RESOLVED, that the Port of Vancouver's Comprehensive Scheme, as previously amended, is hereby further amended as follows:

1. **The Berth 17 Rehabilitation Project**, as described herein and identified and depicted in **Exhibit 1**, is added to the Comprehensive Scheme and the existing crane, conveyor structures, and water tower, have been determined to be surplus to the Port's needs and no longer needed for Port District purposes.
2. **The Port Trail Project**, as described herein and identified as depicted in **Exhibit 2**, is added the Comprehensive Scheme.
3. **The Surplus of Farm Structures**, as described herein and identified as depicted in **Exhibit 3**, have been determined to be surplus to the Port's needs and no longer needed for Port District purposes.
4. **The Terminal 4 Bank Stabilization Project**, as described herein and identified and as depicted herein on **Exhibit 4** shall be added to the Comprehensive Scheme.

ADOPTED, by the Board of Commissioners at a regular meeting of the Board of Commissioners held this 25th day of January, 2022, and duly authenticated in open session by the signatures of the Port Commission voting in its favor.

PORT OF VANCOUVER
BOARD OF COMMISSIONERS

President

Vice President

Secretary

EXHIBIT 1

ILLUSTRATION IDENTIFYING LOCATION OF BERTH 17 REHABILITATION PROJECT

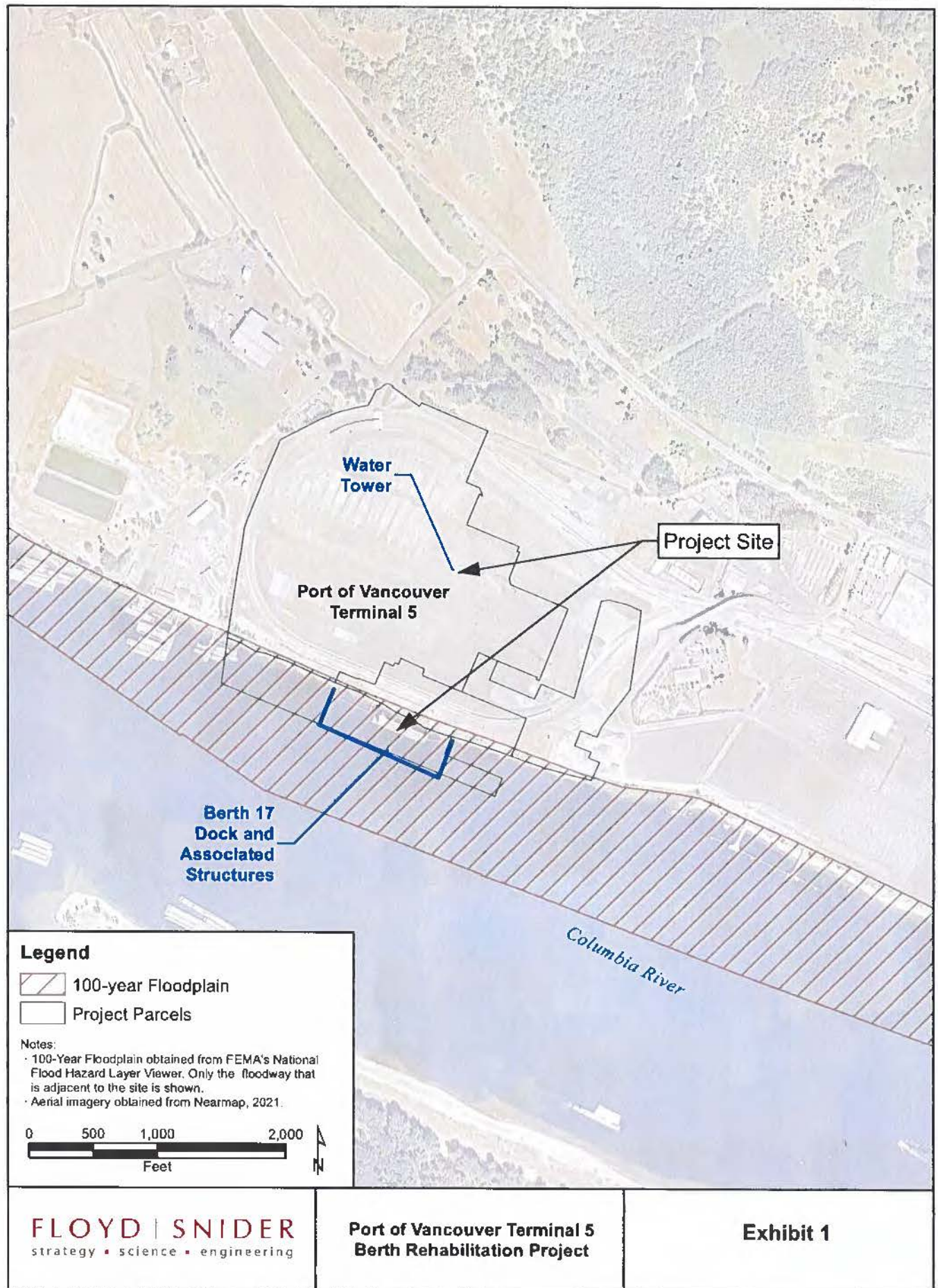
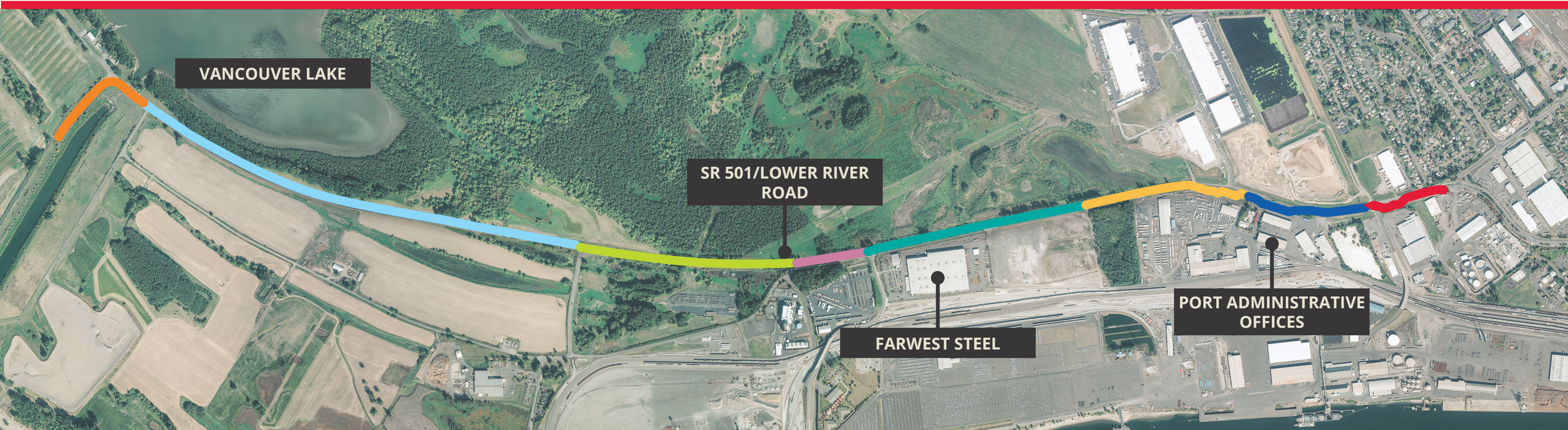


EXHIBIT 2

ILLUSTRATION IDENTIFYING LOCATION OF PORT TRAIL SYSTEM



Port of Vancouver USA



Trail Segment 1A



Trail Segment 1B



Trail Segment 2



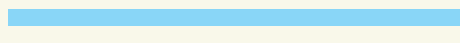
Trail Segment 3



Trail Segment 4



Trail Segment 5



Trail Segment 6



Trail Segment 7

EXHIBIT 3

AERIAL PHOTO IDENTIFYING LOCATION OF

SURPLUS OF FARM STRUCTURES



Exhibit 3 - Farm Structures for Removal



Legend

Notes:



188.0 0 94.00 188.0Feet

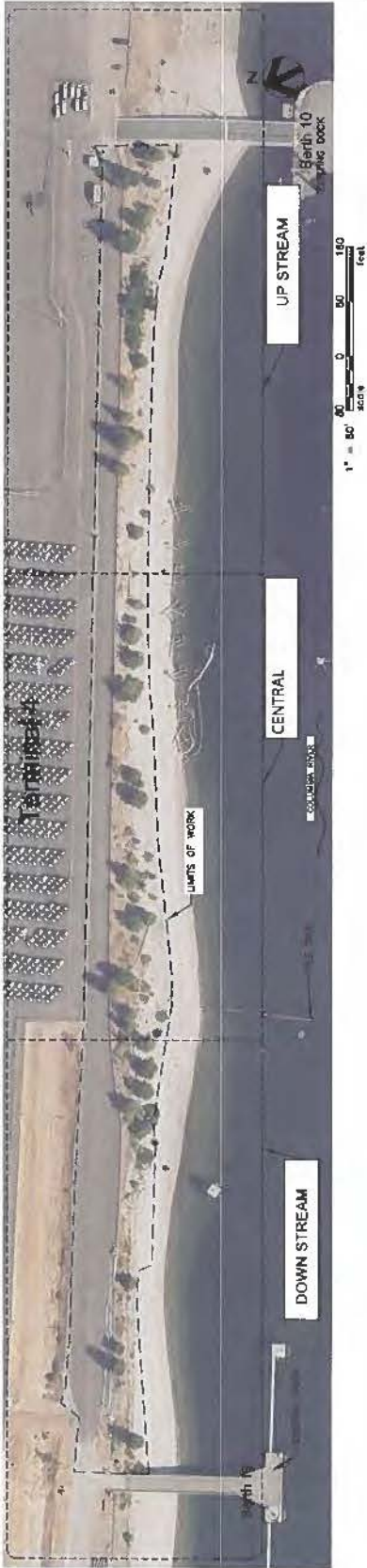
WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.

EXHIBIT 4

ILLUSTRATION IDENTIFYING LOCATION OF TERMINAL 4 STABILIZATION PROJECT

Exhibit 4



PURPOSE: SEPA

IN: VANCOUVER
COUNTY OF: CLARK
STATE: WA

APPLICANT: Port of Vancouver, USA
3103 NW Lower River Rd
Vancouver, WA 98660

Exhibit 4



PROJECT: Terminal 4 Bank Stabilization
LATITUDE: 45°38'30.04"N
LONGITUDE: 122°43'3.51"W
DATUM: NAD_1983_StatePlane_Washington

May 2021

Agenda Item No. E-2

**REQUEST FOR COMMISSION ACTION
REVIEWED BY:**

PORT OF VANCOUVER USA

Director of Business
Development

Mike Schiller

Title

APPROVED BY:

Chief Commercial
Officer

01/25/2022

Alex Strogen

Title

Date

SUBJECT: Approve Second Amendment to Lease between the Port of Vancouver USA
and The Columbian

BACKGROUND:

This amendment supports the port's Strategic Plan goals to pursue opportunities that utilize the port's property and infrastructure investments to create jobs and support the economy, and to strengthen the port's financial sustainability.

The port and The Columbian entered into a short-term lease effective October 1, 2020, for 5,500 sf of warehouse space at 2100 Section C Kotobuki Way. The First Amendment, effective February 1, 2021, expanded the premises to 10,320 sf and extended the term through August 31, 2021. The lease has been in holdover status while the parties determined space needs.

The purpose of this second amendment is to reduce the premises to 5,000 sf and extend the term through December 31, 2022. Section C is a part of a larger shared space and there are no utilities, therefore, it lends itself to a storage warehouse. The reduction in the premises also provides the adjoining tenant an opportunity to expand their manufacturing space.

The value of this lease through the extension term is \$31,800 plus leasehold excise tax, insurance, stormwater recovery fees and common area maintenance fees.

The lease revenue was not projected in the port's 2022 budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners approve and authorize the CEO to sign the Second Amendment to Lease at 2100 Section C Kotobuki Way between the Port of Vancouver USA and The Columbian.

Submitted by: Charles Stollig CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ___ No ___