



Port of Vancouver USA

**AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, March 22, 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 March 8, 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, March 21, 2022 by emailing povcommissioners@portvanusa.com**
- E) **ACTION ITEMS**
None
- 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
 - 2) Lower Columbia Estuary Partnership (LECP): Experience Vancouver Lake Update
- I) **COMMISSIONERS REPORTS**
- J) **WORKSHOP**
Port Redistricting
- 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: 825 2587 1008 and Passcode number: 178845 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, March 21, 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, March 22, 2022 will become part of the official meeting 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

03/22/2022

Michelle Allan

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the March 8, 2022 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 03/08/2022 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the March 8, 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 8, 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 8, 2022, via teleconference number 1 (253) 215-8782, conference code: 873 8157 2855 and passcode number: 404023 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 3-2020. 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
Erik LaBrant	Port Commission Secretary
Julianna Marler	Port CEO
Michelle Allan	Port Executive Services Manager
Kelly Walsh	Port Legal Counsel
Betsy Rogers	Port Administrative Supervisor
Tiffany Truckey	Port Administrative Assistant
Alex Strogon	Port Chief Commercial Officer
Angela Blake	Port Facilities Program Coordinator
Brent Berg	Port Sales Director
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
Erik Milliron	Port Tenant Services Coordinator
Jack Flug	Port Senior Financial Analyst
Jennifer Brower	Port Procurement & Grant Specialist
Joel Fairchild	Port Project Manager
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
Mason Kae	Port Records Officer
Matt Graves	Port Environmental Manager
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
Nam Nguyen	Port Applications Analyst
Patty Boyden	Port Director of Environmental Services
Phala Le	Port Human Resources Specialist
Randy McCaleb	Port Contracts Manager
Rick Cline	Port Contracts Manager
Richard Troudt	Port Security Manager
Rosa Carmen	Port Accounts Payable Specialist
Ryan Hart	Port Chief External Affairs Officer
Sadie Prodanovich	Port Social Media & Communications Specialist
Scott Goodrich	Port Director of Finance & Accounting
Scott Ouchi	Port Safety, Risk and Emergency Manager
Sheetal Bali	Port Document Control Specialist
Sheila Deng	Port Senior Accountant
Thane Giles	Port Project Manager
Therese Lang	Port Director of Communications
Thomas Chidwick	Port General Office Assistant
Zack Merrill	Port Sales Account Manager
Alicia Lowe	Schwabe, Williamson & Wyatt
Milt Reimers	Schwabe, Williamson & Wyatt
Dale Learn	Gordon Thomas Honeywell Governmental Affairs
Patrick Gilligan	Lincoln Property Company
Patricia Sinclair	Lincoln Property Company
Alex Aigner	Lincoln Property Company
Anthony Pena	Senator Patty Murray
Sarah Kohout	Senator Maria Cantwell
Colin Swanson	Representative Jaime Herrera Beutler
Sean Philbrook	Identity Clark County
Susan Saul	Vancouver Audubon Society
Lori Froelich	Clark Public Utilities
Jean Avery	Community Member
Alona Steinke	Community Member
Cathryn Chudy	Community Member
Heidi Cody	Community Member

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

APPROVAL OF MINUTES

Regular Meeting of February 22, 2022

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the February 22, 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 then asked CEO Julianna Marler if any community members responded to provide comment. She answered that five community members had registered to speak. He then called on each community member based on the order in which the port received their request.

Jean Avery

Ms. Avery discussed city and state efforts focused on climate goals. She also stated she hopes the port will work with the city to implement climate goals that will benefit everyone.

Susan Saul

Ms. Saul stated she is the Conservation Chair for the Vancouver Audubon Society. She spoke in support of Agenda Item E-1 and the new lease design requirements for bird safe glass and light pollution reduction.

Alona Steinke

Ms. Steinke discussed LEED building standards for new construction on port property. She also discussed global warming, greenhouse gas emissions, and encouraged the port to build a healthy and safe future.

Cathryn Chudy

Ms. Chudy stated the city council voted to send a letter to the State Building Code Council supporting the proposed updates to the Statewide Commercial Energy Code. She asked that the port do the same. She also discussed the port's climate action plan.

Heidi Cody

Ms. Cody thanked the port for creating a climate action plan. She also encouraged the port to follow the city's lead and write a letter of support to the State Building Code Council regarding updates to the Statewide Commercial Energy Code. She also asked the port to establish a new policy for no gas in new buildings.

Commissioner Burkman thanked everyone for their comments.

ACTION ITEMS

E-1 Authorization for CEO to Execute Landlord Consent to Lease Assignment Documents for Terminal 1, Lots 1 and 2 and Authorization for CEO to Execute Lease Documents for Terminal 1, Lots 1 and 2

CEO Marler stated this action item will be presented in a two-step process because the actions are dependent on each other and include two recommendations.

Director of Business Development Mike Schiller presented the action item and discussed it with the Commission.

CEO Marler read the first recommendation. On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners authorize the CEO to execute the landlord consent to lease assignment documents transferring the leasehold interest in Terminal 1, Lots 1 and 2 from CWLLC to LPC (or their approved entities).

CEO Marler read the second recommendation. Commissioner LaBrant made a motion that the Board of Commissioners authorize the CEO to execute leases and related documents for Terminal 1, Lot 1 and Lot 2 between the Port of Vancouver and LPC (or its approved entities). Commissioner Orange seconded the motion.

Commissioner Orange made a motion to amend staff's second recommendation to add the following sentence: "These buildings will be built to modern standards without hookups for natural gas, also known as methane gas." Commissioner LaBrant seconded the motion.

After further discussion, Commissioner Orange amended his motion to amend staff's second recommendation as follows: "That the Board of Commissioners authorize the CEO to execute leases and related documents for Terminal 1, Lot 1 and Lot 2 between the Port of Vancouver and LPC (or its approved entities). Further, amend the lease to not allow gas hookups."

Additional discussion took place regarding Commissioner Orange's amendment on his motion to amend staff's second recommendation before the vote was taken.

On motion by Commissioner Orange, seconded by Commissioner LaBrant, the motion to amend staff's second recommendation failed 2-1 (Commissioner Burkman and Commissioner LaBrant voted nay) that the Board of Commissioners authorize the CEO to execute leases and related documents for Terminal 1, Lot 1 and Lot 2 between the Port of Vancouver and LPC (or its approved entities). Further, amend the lease to not allow gas hookups.

Commissioner Orange made a motion to table staff's original second recommendation, but the motion to table dies for lack of a second.

The vote on staff's original second recommendation is taken.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried 2-1 (Commissioner Orange voted nay) that the Board of Commissioners authorize the CEO to

execute leases and related documents for Terminal 1, Lot 1 and Lot 2 between the Port of Vancouver and LPC (or its approved entities).

E-2 Approve First Amendment to Lease between the Port of Vancouver USA and Kaseberg Transport Inc.

Commercial and Industrial Sales Manager Chrissy Lyons presented the action item and discussed it with the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approve and authorize the CEO to execute the First Amendment to Lease at 3301 NW Lower River Road between the Port of Vancouver USA and Kaseberg Transport Inc.

E-3 Approve Public Works Contract Bid 21-42: Building 2565 Sprinkler System Replacement

Director of Facilities Casey O'Dell presented the action item and discussed it with the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with Cosco Fire Protection for RFP 22-01: Building 2565 Fire Sprinkler System Replacement Project for the base bid and additive alternates 1-4, for a total amount of \$739,316.83 including Washington State sales tax.

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

Commissioner Orange stated he attended yesterday's city council meeting where they voted to send a letter to the State Building Code Council supporting the proposed updates to the Statewide Commercial Energy Code. He proposed that the port send the following worded letter:

"We, the Board of Commissioners of the Port of Vancouver USA write to strongly urge State Building Code Council to adopt a Commercial Energy Code that aligns with the climate and sustainability goals that we have established at the local and state level. Specifically, we support a statewide Commercial Energy Code for new construction that requires electric heat pump

technology for water and space heating and eliminates fossil fuels from these appliances which account for the majority of emissions in our building sector.”

Commissioner Orange also mentioned that the final period for comments on this proposal are due by March 11 and that the port should back the city up.

Commissioner Burkman indicated he did not agree with writing the suggested letter as it had not been shared or discussed previously with the public or tenants which is our normal process. He stated the city works with building codes and understands them, while the port does not. He suggested that the port hold an administrative work session on this topic and come up with a policy regarding these code updates.

Commissioner LaBrant indicated the suggested language in the letter was okay but agreed that the port does not necessarily have building code expertise. He indicated he would be in favor of a more broadly worded letter supporting electrification of buildings and moving away from fossil fuels.

Commissioner Burkman stated he is more comfortable with this direction although he still does not know what the ramifications of mandating those codes would be.

CEO Marler stated that based on the discussion, it sounds like the board is in favor of a more general letter expressing support for electrification in new construction and transitioning away from natural gas.

RECESS

Commissioner Burkman called a recess from 10:07 a.m. – 10:15 a.m. to allow time to get the language Commissioner Orange proposes typed up to share on the screen.

NEW BUSINESS

Commissioner Burkman reconvened the meeting and confirmed that Commissioner LaBrant was on the line. Commissioner Orange was having some technical difficulties and dropped off the meeting. Due to this, he was unable to share his proposed language.

Commissioner Burkman stated he would continue with the meeting and indicated the language could be shared under commissioner reports.

Commissioner LaBrant indicated he was agreeable to that.

CEO Marler stated the components of the discussion could be put together in the letter and done administratively.

No additional 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.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried 2-0 (Commissioner Orange dropped off the meeting temporarily), the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of February 2022 Vouchers 108599 – 108859 in the amount of \$3,224,469.57 including Electronic Payments generated between 02/01/2022 – 02/28/2022 in the amount of \$699,766.57 and February 2022 Payroll Direct Deposits 60001 – 60123 and 80001 – 80123 in the amount of \$631,861.81.

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.

Federal Legislative Priorities

Ryan Hart, Chief External Affairs Officer introduced the port's federal lobbyist, Dale Learn with Gordon Thomas Honeywell who updated the board on the port's draft federal legislative priorities. Mr. Hart also recognized and thanked the following federal delegation staff for their work with the port: Anthony Pena from Senator Murray's office, Sarah Kohout from Senator Cantwell's office and Colin Swanson from Congresswoman Herrera Beutler's office.

Mr. Learn provided the Board with an update on current events in Washington D.C. and then discussed the port's draft federal legislative priorities. He answered questions from the Board.

Project Updates

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

- Terminal 1 Site & Infrastructure
- Terminal 1 Red Lion Demolition
- Terminal 1 Renaissance Trail
- Berth 17 Dock & Fender System Replacement
- Cascade Street Wall Project
- Fuel Station Improvement Project

He answered questions from the Board.

CEO Marler stated she would be leaving this meeting just before 11:30 a.m. to participate in an Interstate Bridge and Freight Leadership meeting. She explained that the Interstate Bridge

Replacement Program (IBRP) has been working on modifying the locally preferred alternative. She indicated they are collecting information, data and developing design options for different portions of the replacement bridge. She stated that the IBRP will be seeking feedback from the freight group to provide insight as to their priorities and the impacts to the proposed designs.

NEW BUSINESS

Commissioner Burkman stated the proposed language for the letter Commissioner Orange brought up earlier in the meeting is now viewable on the screen. After further discussion, it was agreed to that reference to heat pumps as a specific technology would be removed from the language and an opening statement would be added regarding the climate situation and why this is important. It was also agreed to that Commissioner Burkman would work with the CEO to finish up the letter and an administrative work session could be scheduled in the future to discuss this issue.

COMMISSIONERS REPORTS

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

- Ryan Hart & Dale Learn
- CEO Marler
- Labor Roundtable

Commissioner LaBrant also mentioned that Mr. Bob Schaefer, former Washington State Speaker of the House had passed away.

Commissioner Orange expressed thanks for the assistance and help from first responders regarding recent events near and around the port.

Commissioner Burkman also expressed his condolences to Mr. Schaefer's family and thanks to our first responders.

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

- CEO Marler
- Regional Transportation Council Meeting
- Alliance for Community Engagement
- Interstate Bridge Replacement Program
 - Listening Session of the Cowlitz Tribe
 - Listening Session of the Confederated Tribes and Bands of the Yakima Nation
- Vancouver City Council Workshop

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.

RECESS

Commissioner Burkman called a recess from 11:11 a.m. – 11:15 a.m. to prepare for the port's workshop on the Strategic Plan 2021 Annual Report.

WORKSHOP

Strategic Plan 2021 Annual Report

Chief Financial and Administrative Officer Elizabeth Gotelli lead the workshop on the Strategic Plan 2021 Annual Report. She stated this is a chance to look back on the past year and report out on the milestones under the strategic plan. She also stated that the PowerPoint presentation from today's workshop, along with the strategic plan supplemental report, and strategic plan initiatives checklist can be found on the port's website.

Ryan Hart, Chief External Affairs Officer provided an update on the port's community goals and highlighted various ways the port is engaging the community and building partnerships. He also provided an update on how the port is creating destinations at Terminal 1 on the waterfront and preserving history there and memories of the Lechtenberg Farm.

Director of Economic Development Mike Bomar highlighted the port's economic development goals, including an update on how the port is strategizing land availability. He discussed port efforts developing infrastructure and involvement with the I-5 Bridge Replacement Program. He also discussed the port's role in maintaining navigability, supporting freight mobility, and shaping futures.

Matt Harding, Environmental Project Manager highlighted the port's environmental goals, and discussed actions taken to advance climate priorities and to share expertise. He also discussed steps taken to improve permitting efficiencies and collaboration efforts with port partners. Lastly, he highlighted how the port is managing its resources

Chief Commercial Officer Alex Strogon provided an update on the port's marine and industrial business goals and discussed innovative opportunities the port is pursuing and how the port is responding to market demands. He also highlighted examples demonstrating how the port is promoting clean energy.

Director of Business Development Mike Schiller provided an update on the port's industrial and commercial growth goals and discussed some of the businesses the port is attracting and how the port is facilitating tenant growth. He also highlighted ways the port is providing tenant support and resources available to port tenants.

Scott Goodrich, Director of Finance & Accounting updated the board on the port's financial sustainability and diversified commodity mix as well as the port's development of long-term financing strategies. He also discussed the port's financial performance during the COVID-19 pandemic and efforts integrating technology.

Director of Facilities Casey O'Dell updated the board on the port's efforts implementing a long-term maintenance plan. He also discussed the building inspection program, unit pricing and electric equipment purchases.

Executive Services Manager Michelle Allan reported on the port's organizational goals, including employee trainings and certifications to develop leaders at the port. She also discussed ways the port is promoting diversity.

Scott Ouchi, the port's Safety, Risk and Emergency Manager provided an update on the port's COVID-19 response. He was pleased to share that the port had just completed an annual review of its Business Continuity & Resiliency Plan and was able to hold a tabletop exercise on the port's response to the pandemic. He discussed examples of how the port has been successful at demonstrating resiliency and serving the community through the pandemic as well.

Ms. Gotelli thanked all the presenters and asked the board for any final thoughts or questions. Commissioner Burkman stated the presentation was very thorough and he was impressed with the amount of work the organization was able to accomplish with the ongoing pandemic.

Commissioner Orange expressed his gratitude to the staff for the work they have done and for today's presentation.

Commissioner LaBrant stated he was very impressed with how adaptable the port staff has been and thanked them for the update.

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 8, 2022, regular meeting was adjourned at 12:31 p.m. by Commissioner Burkman.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, March 8, 2022, Regular
Port of Vancouver USA Board of
Commission Meeting

Jack Burkman, President

Don Orange, Vice President

Eric LaBrant, Secretary