



Port of Vancouver USA

AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, September 27, 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 to provide virtual oral comment 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. **Advance registration will be required for individuals who want to provide virtual oral testimony (see details below).***

The business meeting and workshop (Items A – L) are recorded and broadcast live on CTVV cable channels 21, 23 / HD 323, and at www.cvtv.org.

A) CALL TO ORDER (9:30 a.m.)

B) EXECUTIVE SESSION

None

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

- 1) Opening Remarks, Pledge of Allegiance
- 2) Approve Minutes of the September 13, 2022, Regular Meeting
- 3) Community Fund Update

D) OPEN FORUM

- 1) Public comment -To provide virtual oral comment during the board meeting, you must register no later than 12:00 p.m. Monday, September 26, 2022, by emailing povcommissioners@portvanusa.com**

PUBLIC HEARING

- 1) Port Redistricting – Agenda Item E-1
To provide virtual oral comment during the public hearing, you must register no later than 12:00 p.m. on Monday, September 26, 2022 by emailing povcommissioners@portvanusa.com

- E) **ACTION ITEMS**
- 1) Resolution 7-2022: Reestablishing Boundaries of the Commissioner Districts and Port District Pursuant to RCW 53.16.020 and RCW 29A.76, ET SEQ
 - 2) Approve First Amendment to Lease and Termination Agreement between the Port of Vancouver USA and Rocket Delivery Inc.
 - 3) Approve Fifth Amendment to Lease between the Port of Vancouver USA and Trobella Cabinetry, Inc.
- F) **UNFINISHED BUSINESS**
None
- G) **NEW BUSINESS**
- H) **CEO REPORT**
- J) **COMMISSIONERS REPORTS**
- K) **UPCOMING EVENTS**
- L) **WORKSHOP**
None
- M) **SIGN DOCUMENTS**
- N) **ADMINISTRATIVE UPDATE/WORK SESSION**
None
- O) **ADJOURNMENT**

****Public comments are welcome during Open Forum. Individuals requesting to provide virtual oral comment must register in advance via email to povcommissioners@portvanusa.com no later than 12:00 p.m. on Monday, September 26, 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, September 27, 2022, will become part of the official meeting record and will be provided to the Commission.**

Further instructions for accessing the virtual meeting (for virtual oral comment) 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	09/27/2022
Michelle Allan	Title	Date

APPROVED BY:

Title

SUBJECT: Minutes of the September 13, 2022 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 09/13/2022 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the September 13, 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, September 13, 2022**

CALL TO ORDER

Commission President Burkman 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, September 13, 2022, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner Burkman welcomed everyone to the commission meeting. He announced no executive session was held and that the meeting and the workshop following the meeting is being recorded. He stated it 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 August 23, 2022

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the August 23, 2022, regular meeting.

OPEN FORUM

Commissioner Burkman stated that the agenda invited public comment but indicated no community members had registered in advance to provide virtual oral comments. He asked if there was anyone present who signed up to provide comment. CEO Marler responded that no one signed up to speak.

PUBLIC HEARING: PORT REDISTRICTING

CEO Marler provided an introduction for the public hearing on port redistricting. She indicated the redistricting process will include three public hearings followed by a commission vote at the second commission meeting in September.

Commissioner Burkman opened the public hearing. He stated the notice for the public hearing was published on August 18, 2022, in the *Columbian* as required by statute. He explained the purpose of the hearing is to hear from the community regarding the port's redistricting. He added that today's public hearing is the second of three scheduled with the final public hearing to be held on September 27, 2022.

CEO Marler advised the Board that the port did not receive any requests from the public to comment virtually or in person during this public hearing.

Commissioner Burkman then closed the public hearing.

ACTION ITEMS

E-1 Approve First Amendment to Lease between the Port of Vancouver USA and Vancouver Warehouse and Distribution Company

Chrissy Lyons, Commercial and Industrial Sales Manager 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 2701 NW Lower River Road between the Port of Vancouver USA and Vancouver Warehouse and Distribution Company.

E-2 Approve Public Works Contract Bid 22-40: Northwest 35th Circle Extension Project

Monty Edberg, Director of Engineering & Project Delivery 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 Public Works Contract Bid 22-40: Northwest 35th Circle Extension Project with Catworks, LLC in the amount of \$768,426.05 including Washington State sales tax.

E-3 Approve Public Works Contract Bid 22-41: Building 3201 Roof Rehabilitation Project

Callie DeBoer, Project Manager 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 Queen City Specialty Roofing for Public Works Contract Bid 22-41: Building 3201 Roof Rehabilitation Project in the amount of \$762,396.95 for the base contract, plus \$59,718.40 for the additional alternative, for a total of \$822,115.35 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 from the Board.

No additional unfinished business was considered.

NEW BUSINESS

No new business was discussed.

ACCOUNTS PAYABLE

Director of Finance and Accounting Scott Goodrich presented the action item as contained in the Commission's packet and discussed the recommendation with the Board. No questions were asked 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 August 2022 Vouchers 110794 – 111304 in the amount of \$5,097,755.15 including Electronic Payments generated between 08/01/2022 – 08/31/2022 in the amount of \$709,295.29 and August 2022 Payroll Check 51731394 and Payroll Direct Deposits 320001 – 320129 and 340001 – 340130 in the amount of \$637,408.95.

CEO REPORT

Project Updates

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

- Terminal 1 Renaissance Trail
- Terminal 1 LPC Zoom Info Bldg. (Not Port Project)
- Berth 17 Fender System Replacement
- Terminal 4 Bank Stabilization
- CIP Lot 2 Nu-Tech (Not Port Project)

I-5 Bridge Replacement Program

CEO Marler provided an update on the Executive Sponsor Group agenda items for the upcoming September 15 meeting, including:

- Next steps for the Locally Preferred Alternative
- Overview of the NEPA process
- Review of the program schedule

COMMISSIONERS REPORTS

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

- Port Tour

Commissioner Orange stated he attended the following event and provided a brief summary of some of the event:

- Peace and Justice Fair

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

- Peace and Justice Fair
- CEO Marler
- Port Tour
- Vancouver City Council Workshop on Fossil Fuel
- Regional Transportation Council

UPCOMING EVENTS

A list of upcoming events was displayed on the screen for viewers to see staff activities and community meetings. CEO Marler stated the next commission meeting scheduled for September 27 will begin at 9:30 a.m. She also highlighted several other upcoming community events.

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 at 10:10 a.m. to prepare for the Cybersecurity workshop.

WORKSHOP

Cybersecurity

Commissioner Burkman reopened the meeting at 10:20 a.m. for the Cybersecurity workshop, led by Information Security Analyst Chris Carter.

Information Security Analyst Chris Carter provided a presentation on the port's journey with cybersecurity over the past 7 years and a glimpse into the information security program.

The Commissioners and CEO Marler shared their appreciation and thanked Chris for the presentation and the work that he does protecting the port.

SIGN DOCUMENTS

The workshop concluded at 11:13 a.m. and the Board signed documents.

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, September 13, 2022, regular meeting was adjourned at 11:16 a.m. by Commissioner Burkman.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, September 13, 2022, Regular
Port of Vancouver USA Board of
Commission Meeting

Jack Burkman, President

Don Orange, Vice President

Eric LaBrant, Secretary

Agenda Item No. E-1

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA
REVIEWED BY:	
	Chief Executive Officer
Julianna Marler	Title

APPROVED BY:		
	Port Counsel	09/27/2022
Alicia Lowe	Title	Date

SUBJECT:	Resolution 7-2022: Reestablishing Boundaries of the Commissioner Districts and Port District Pursuant to RCW 53.16.020 and RCW 29A.76, <i>ET SEQ</i>
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BACKGROUND:

In 2011, the Port Commissioner boundaries were revised to reflect the changing population of Clark County. In 2022, it has become necessary to again revise the Commissioner boundaries to better follow the requirements of RCW 29A.76 and RCW 53.16.020. This statute requires that each Commissioner district comprises as nearly as possible one-third (1/3) of the population of the Port District. Port Counsel recommends boundary revisions reflecting changes which:

- 1. equalize the populations in each district as nearly as possible;
- 2. compact each district as much as possible;
- 3. require each district to consist of geographically contiguous areas;
- 4. do not favor or disfavor any racial group or political party; and
- 5. require the district boundaries to coincide with existing recognized natural boundaries and to preserve existing communities of related and mutual interest.

RCW 29A.76.010 requires that a public hearing be held at least one week prior to the Commission's adoption of revised Commission boundary lines. Notice of said hearing was given by publication in The Columbian newspaper on the 18th day of August 2022.

RCW 53.16.020 requires that a public hearing be held on the date the Commission adopts revised Commission boundary lines. Notice of this hearing was given by publication in The Columbian newspaper on the 8th day of September 2022, and the 20th day of September 2022, and by mailing to interested parties.

Additional Information Attached? Yes

RECOMMENDATION: That the Board of Commissioners, after being available to hear all suggestions, comments and discussions concerning revision of Commission boundary lines, adopt and execute Resolution No. 7-2022, re-establishing the boundaries of the Commissioner Districts pursuant to RCW 29A.76.010 and RCW 53.16.020.

Submitted by: Juliana Marler, CEO

Date Action Taken _____	Motion By: _____
Approved: _____	Seconded By: _____
Deferred To: _____	Unanimous: Yes ___ No ___

RESOLUTION NO. 7-2022

A RESOLUTION of the Port of Vancouver re-establishing the boundaries of the Commissioner Districts and the Port District pursuant to RCW 53.16.020 and RCW 29A.76.010

WHEREAS, the Port of Vancouver USA caused to be published in accordance with RCW 29A.76.010, a Notice in The Columbian, a newspaper of general circulation within the Port District, setting the 23rd day of August, 2022 and the 13th day of September, 2022, at the hour of 9:30 a.m. as the date of public hearings to hear suggestions, comments and discussions concerning revision of Commission boundary lines; and

WHEREAS, the Port caused to be published in accordance RCW 53.16.020, a Notice in The Columbian, a newspaper of general circulation within the Port District, setting the 27th day of September 2022, at the hour of 9:30 a.m. as the date of public hearing to revise the boundaries of the Commissioner Districts so that each Commissioner's District shall

1. be nearly equal in populations as nearly as possible;
2. be as compact as possible;
3. consist of geographically contiguous areas;
4. not favor or disfavor any racial group or political party; and
5. coincide with existing recognized natural boundaries and preserve existing communities of related and mutual interest;

WHEREAS, there is on file herein an Affidavit of Publication showing that said notices were published as required by the laws and statutes of the state of Washington; and

WHEREAS, a meeting was held at 3103 Lower River Road, Port of Vancouver Main Office, on the 27th day of September, 2022, at the hour of 9:30 a.m., and the Commission, having been available to hear all comments, both virtually and in person at the public hearings, either for or against the proposed new boundary lines of the Commissioner Districts and, after full consideration, resolve that it is necessary and in the best interests of the Port of Vancouver that the boundaries of the Commissioner Districts be revised and amended accordingly.

NOW, THEREFORE, BE IT RESOLVED by the Port Commission of the Port of Vancouver, that the Commissioner Districts of the Port of Vancouver be and in the same are hereby amended as hereinafter described to provide

1. equal population in each district as nearly as possible;
2. districts as compact as possible;
3. geographically contiguous areas;
4. impartiality as to racial groups or political parties; and
5. recognition of existing natural boundaries and preservation of

communities with related and mutual interests.

District 1:

Commissioner District 1 shall include all territory of the Port District lying in a portion of Clark County, Washington, more or less described as follows:

Beginning at the intersection of SR-500 with ST. John's Blvd;

THENCE Easterly along SR-500 to the intersection with the East line of Section 19 Township 2 North, Range 2 East of the Willamette Meridian;

THENCE Southerly along the East line of said Section 19 to the intersection with NE Fourth Plain BLVD.;

THENCE Westerly along NE Fourth Plain BLVD to the intersection with NE Andresen Road;

THENCE Southerly along NE Andresen Road to the intersection with NE 25th Street;

THENCE Easterly along NE 25th Street, which becomes NE Burton Road, to the intersection with SR-205;

THENCE Southerly along SR-205 to the intersection with NE 18th Street;

THENCE Easterly along NE 18th Street to the intersection with NE 164th Ave;

THENCE Northerly along NE 164th Ave to the intersection with NE 20th Street;

THENCE Easterly along NE 20th Street to the intersection with NE 172nd Ave;

THENCE Southerly along NE 172nd Ave to the intersection with NE 18th Street;

THENCE Easterly along NE 18th Street to the intersection with NE 192nd Ave;

THENCE Southerly along NE 192nd Ave to the intersection with NE 13th Street;

THENCE Easterly along NE 13th Street, which becomes NE Goodwin Road, to the intersection with Lacamas Creek;

THENCE Easterly along Lacamas Creek to the East line of Section 20 Township 2 North, Range 3 East of the Willamette Meridian;

THENCE Northerly along the East lines of Sections 20, 17, 8, and 5 Township 2 North, Range 3 East of the Willamette Meridian to the Northeast corner of said Section 5;

THENCE Westerly along the North lines of Sections 5 and 6 Township 2 North, Range 3 East of the Willamette Meridian, to the intersection of NE 172nd Ave with NE 99th Street;

THENCE Westerly along NE 99th Street to the intersection with NE 107th Ave;

THENCE Southerly along NE 107th Ave to the intersection with NE 76th Street;

THENCE Westerly along NE 76th Street, which becomes NE 78th Street, to the intersection with NE 47th Ave;

THENCE Southerly along NE 47th Ave to the intersection with NE Minnehaha Street;

THENCE Westerly along NE Minnehaha Street to the intersection with ST. John's Road;

THENCE Southerly along ST. John's Road, which becomes ST. John's BLVD, to the POINT OF BEGINNING.

District 2:

Commissioner District 2 shall include all territory of the Port District lying in a portion of Clark County, Washington, more or less described as follows:

Beginning at the intersection of SR-500 with ST. John's Blvd;

THENCE Southwesterly along ST. John's Blvd to the intersection with E. Fourth Plain Blvd.;

THENCE Westerly along E. Fourth Plain Blvd. to the intersection with SR-5;

THENCE Southerly along SR-5 to the Southern line of the State of Washington in the Columbia River;

THENCE Westerly and Northerly, downstream along the Southerly line of the State of Washington to the intersection with the North line of the Southeast quarter of Section 2, Township 3 North, Range 1 West of the Willamette Meridian;

THENCE Easterly, along said North line to the Northeast corner of said Southeast quarter;

THENCE continuing Easterly along the North line of the South half, by aliquot parts, of Section 1 Township 3 North, Range 1 West of the Willamette Meridian to the intersection with the BNSF Railway;

THENCE Southerly along the BNSF Railway to the intersection with the North line of Section 18, Township 3 North, Range 1 East of the Willamette Meridian;

THENCE Westerly, along the North line of said Section 18, to the Northwest corner thereof;

THENCE Southerly along the West lines of Section 18 and 19 Township 3 North, Range 1 East of the Willamette Meridian to the intersection with Salmon Creek;

THENCE Easterly, upstream along Salmon Creek to the East line of Section 28 Township 3 North, Range 1 East of the Willamette Meridian;

THENCE Northerly, along the East line of said Section 28 to the Northeast corner thereof, said point being in NE 139th Street;

THENCE Easterly, along NE 139th Street to the intersection with NE 10th Ave;

THENCE Northerly, along NE 10th Ave to the Northeast corner of Section 23 Township 3 North, Range 1 East of the Willamette Meridian;

THENCE Easterly along North lines of Section 23 and 24 Township 3 North, Range 1 East of the Willamette Meridian to NE 50th Ave;

THENCE Southerly along NE 50th Ave, crossing Salmon Creek, to the intersection with NE 139th Street;

THENCE Easterly along NE 139th Street, and the Easterly projection thereof, to the Northeast corner of Section 29 Township 3 North, Range 2 East of the Willamette Meridian;

THENCE Southerly along the East line of said Section 29 to the intersection with NE 119th Street;

THENCE Easterly along NE 119th Street to the Northeast corner of Section 33 Township 3 North, Range 2 East of the Willamette Meridian;

THENCE Southerly along the East line of said Section 33 to the intersection with NE 112th DR;

THENCE Southeasterly along NE 112th DR to the intersection with NE 112th Ave;

THENCE Southerly along NE 112th Ave, which becomes NE 112th PL, to the intersection with NE 101st Street;

THENCE Easterly along NE 101st Street to the intersection of the Northerly projection of the West line of the Plat of Scott's Knoll Subdivision, recorded in Book 311 of Plats, at Page 801, records of Clark County;

THENCE Southerly along said Northerly projection and Westerly line of said Scott's Knoll Subdivision, to the intersection with NE 99th Street;

THENCE Westerly along NE 99th Street to the intersection with NE 107th Ave;

THENCE Southerly along NE 107th Ave to the intersection with NE 76th Street;

THENCE Westerly along NE 76th Street, which becomes NE 78th Street, to the intersection with NE 47th Ave;

THENCE Southerly along NE 47th Ave to the intersection with NE Minnehaha Street;

THENCE Westerly along NE Minnehaha Street to the intersection with ST. John's Road;

THENCE Southerly along ST. John's Road, which becomes ST. John's BLVD, to the POINT OF BEGINNING.

District 3:

Commissioner District 3 shall include all territory of the Port District lying in a portion of Clark County, Washington, more or less described as follows:

Beginning at the intersection of SR-500 with ST. John's Blvd;

THENCE Easterly along SR-500 to the intersection with the East line of Section 19 Township 2 North, Range 2 East of the Willamette Meridian;

THENCE Southerly along the East line of said Section 19 to the intersection with NE Fourth Plain BLVD.;

THENCE Westerly along NE Fourth Plain BLVD to the intersection with NE Andresen Road;

THENCE Southerly along NE Andresen Road to the intersection with NE 25th Street;

THENCE Easterly along NE 25th Street, which becomes NE Burton Road, to the intersection with SR-205;

THENCE Southerly along SR-205 to the intersection with NE 18th Street;

THENCE Easterly along NE 18th Street to the intersection with NE 164th Ave;

THENCE Northerly along NE 164th Ave to the intersection with NE 20th Street;

THENCE Easterly along NE 20th Street to the intersection with NE 172nd Ave;

THENCE Southerly along NE 172nd Ave to the intersection with NE 18th Street;

THENCE Easterly along NE 18th Street to the intersection with NE 192nd Ave;

THENCE Southerly along NE 192nd Ave to the intersection with NE 13th Street;

THENCE Easterly along NE 13th Street, which becomes NE Goodwin Road, to the intersection with Lacamas Creek;

THENCE Easterly along Lacamas Creek to the East line of Section 20 Township 2 North, Range 3 East of the Willamette Meridian;

THENCE Southerly along the East lines of Section 20, 29 and 32 Township 2 North, Range 3 East of the Willamette Meridian to the Northeast corner of Section 5 Township 1 North, Range 3 East of the Willamette Meridian;

THENCE continuing Southerly along the East lines of Section 5, 8 and 17 Township 1 North, Range 3 East of the Willamette Meridian to the Southern line of the State of Washington in the Columbia River;

THENCE Westerly, downstream along the Southerly line of the State of Washington to the intersection with SR-5;

THENCE Northerly along SR-5 to the intersection with NE Fourth Plain BLVD;

THENCE Easterly along NE Fourth Plain BLVD to the intersection with St. John's BLVD;

THENCE Northeasterly along ST. John's BLVD to the POINT OF BEGINNING.

BE IT FURTHER RESOLVED, that the attached map designating the boundaries of the Commissioner Districts is incorporated herein as part of this Resolution. The centerline of each street shall be the line dividing the Commissioner's Districts.

The foregoing Resolution was duly and regularly adopted by the Port of Vancouver at its meeting at Vancouver, Washington on the 27th day of September 2022, with all three Commissioners present, and was duly signed by its proper officers in authentication of its passage on said date.

PORT OF VANCOUVER
BOARD OF COMMISSIONERS

By: _____
President

By: _____
Vice President

By: _____
Secretary

Agenda Item No. E-2

REQUEST FOR COMMISSION ACTION	PORT OF VANCOUVER USA		
REVIEWED BY:		Director of Business Development	
	Mike Schiller	Title	
APPROVED BY:		Chief Commercial Officer	09/27/2022
	Alex Strogon	Title	Date
SUBJECT:	Approve First Amendment to Lease and Termination Agreement between the Port of Vancouver USA and Rocket Delivery, Inc.		

BACKGROUND:

This amendment supports the port's Strategic Plan goals to support growth and economic opportunities for existing tenants.

Rocket Delivery Inc. (Rocket) has been leasing 10,275 square feet of warehouse space in Building 3201 Section H-2 since September 1, 2020. The initial term expires August 31, 2023.

Rocket has outgrown the space and the Port is not able to provide additional or alternative space. Rocket has found another location in Clark County and has requested to terminate the lease early. The purpose of this amendment and termination is to terminate the lease as of September 30, 2022.

If approved, Rocket will be responsible for all billings and services through the termination date. They are also responsible for completing and paying for any outstanding repairs identified in the exit audit.

This termination was not budgeted in the 2022 budget but will have minor impact considering the Port is able to backfill the space immediately.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners approve and authorize the CEO to execute the First Amendment to Lease and Termination Agreement at 3201 Section H-2 NW Lower River Road between the Port of Vancouver USA and Rocket Delivery Inc.

Submitted by: Julianne Marler, CEO

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

Approved: _____ **Seconded By:** _____

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

Agenda Item No. E-3

REQUEST FOR COMMISSION ACTION
REVIEWED BY:

PORT OF VANCOUVER USA

Director of Business
Development

Mike Schiller

Title

APPROVED BY:

Chief Commercial
Officer

09/27/2022

Alex Strogon

Title

Date

SUBJECT: Approve Fifth Amendment to Lease between the Port of Vancouver USA and Trobella Cabinetry, Inc.

BACKGROUND:

This amendment supports the port's Strategic Plan goals to pursue opportunities that utilize the port's property and infrastructure investments and support growth and economic opportunities for existing tenants.

Trobella Cabinetry, Inc. (Trobella) has been leasing space in Building 3201 since November 1, 2012. Over the years the lease has been amended to increase their premises from the initial 10,350 square feet of warehouse space to their current premises of 35,173 square feet of warehouse space and 2,944 square feet of office space. The current term expires on June 30, 2027 and there is one five-year option remaining.

The purpose of this fifth amendment is to expand the premises by 10,275 square feet of warehouse space that is located in Building 3201 Section H-2 effective October 1, 2022, for a new total premises of 45,448 square feet of warehouse space. Trobella shall be allowed to make certain alterations to the premises to improve their cabinet manufacturing operations and material flow.

The value of this additional space through the current term is \$331,004.00 plus leasehold excise tax, insurance, stormwater recovery fees and common area maintenance fees.

The expansion revenue was not included in the 2022 approved budget.

Additional Information Attached? No

RECOMMENDATION: That the Board of Commissioners approve and authorize the CEO to execute the Fifth Amendment to Lease at 3201 Section H-2 NW Lower River Road between the Port of Vancouver USA and Trobella Cabinetry, Inc.

Submitted by: *Juliana Marler*, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ___ No ___