AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, October 26, 2021

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 October 12, 2021 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, October 25, 2021 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) State Legislative Update

I) COMMISSIONERS REPORTS

J) WORKSHOP
None

K) ADMINISTRATIVE WORK SESSION
2022 Preliminary Budget
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: 820 5391 2424 and Passcode number: 750953 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, October 25, 2021. 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, October 26, 2021 will become part of the official meeting record and will be provided to the Commission.
REQUEST FOR COMMISSION ACTION
PORT OF VANCOUVER USA

REVIEWED BY:

Executive Services Manager 10/26/2021

Michelle Allan
Title Date

APPROVED BY:

Title

SUBJECT: Minutes of the October 12, 2021 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 10/12/2021 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the October 12, 2021, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: Julianne Hanlon, CEO
Date Action Taken Motion By:

Approved: Seconded By:

Deferred To: Unanimous: Yes No
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, October 12, 2021, via teleconference number 1 (253) 215-8782, conference code: 896 5995 3112 and passcode number: 150387 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
- Savannah Mitcham: Port Administrative Assistant
- Casey O'Dell: Port Director of Facilities
- Dawn Egbert: Port Procurement Services Manager
- Elizabeth Gotelli: Port Chief Financial and Administrative Officer
- Greg Westrand: Port Project Manager
- 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
- Kent Cash: Port Chief Operations Officer
- Lori Kaylor: Port Commercial Sales Associate
- Mark Newell: Port Project Delivery Manager
- Mark Tauscher: Port Environmental Specialist
Additional members of the public participated in the virtual meeting but were not identified by name.

**APPROVAL OF MINUTES**

Regular Meeting of September 21, 2021

On motion by Commissioner Orange, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the September 21, 2021 regular 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 stated that installing natural gas in buildings is the fastest growing source of carbon pollution in the state. She indicated by allowing natural gas in new buildings, it will be more expensive and more difficult for the port to reach its emission reduction goals.
Don Steinke

Mr. Steinke stated that the Washington State Building Code Council recently voted to move forward with a proposed code amendment to require that all water heating and space heating in new construction be done with electric heat pumps. He indicated the same requirement would apply when a permit is needed for the replacement of heating systems in existing buildings. He encouraged the port to guide tenants away from installing equipment that will become obsolete. Mr. Steinke also asked about the port’s policy to reduce emissions.

Cathryn Chudy

Ms. Chudy discussed a report from the World Health Organization and shared comments from an organizer with the indigenous Environmental Network and the Executive Director of Honor the Earth on climate change and protecting people’s health. She believes it is everyone’s obligation to act now.

CEO Marler thanked everyone for their comments.

ACTION ITEMS

E-1 Approve Public Works Contract for Bid 21-29: Terminal 1 - Red Lion Hotel Demolition

Greg Westrand, Project Manager introduced the action item and discussed it with the Commission. He 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 public works contract with Keystone Contracting, Inc., the lowest responsive and responsible bidder, for Bid 21-29: Terminal 1 – Red Lion Hotel Demolition, in the amount of $1,302,000.00 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

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.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of September 2021 Vouchers 106842 – 107199 in the amount of $2,800,216.66 including Electronic Payments generated between 09/06/2021 – 10/03/2021 in the amount of $585,528.42 and September 2021 Payroll Check 51563724 and Payroll Direct Deposits 360001 – 360127 and 380001 – 380128 in the amount of $617,718.70.

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
- AC Marriott (not a port contractor)
- Berth 2-3 Repairs Project
- Chlorinator Project
- BL 2001 Painting & Siding Repair Project

No questions were asked by the Board.

CEO Marler provided information and updates on the following meetings and projects:

- American Association of Port Authorities (AAPA) Annual Convention
- Interstate Bridge Replacement Program Executive Steering Group Meeting – October 21
- Commission Meeting Preliminary Budget Administrative Work Session – October 26
- Climate Action Plan

COMMISSIONERS REPORTS

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

- CEO Marler
- WPPA Environmental Seminar
Commissioner Burkman stated he attended the following events and meetings and provided a summary on some of the meetings he attended:

- CEO Marler
- Labor Roundtable Annual Dinner
- WPPA Roundtable
- I 5 Bridge Tour
- Greater Portland Inc. Economic Summit
- COVID Mobile Vaccination Clinic

Commissioner Burkman also mentioned that Julianna was reappointed to another term as a board member for the AAPA. He indicated this is a highly respected national organization with only 11 board members. He stated that Julianna represents the United States North Pacific ports and does a great job not only helping advance the port’s business but representing the United States’ interests as well.

CEO Marler added that the Port of Vancouver won the Lighthouse Award of Excellence at the AAPA Annual Convention for the digital holiday card that was developed by the port’s External Affairs team. She stated the team also won an Award of Distinction for the virtual tour they developed.

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

- Labor Roundtable Annual Dinner
- Greater Portland Inc. Economic Summit
- Columbia Springs’ Annual Dinner
- CEO Marler

**WORKSHOP**

No workshop was held during this meeting.

CEO Marler also 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.

**ADJOURNMENT**

There being no further business to come before the Port of Vancouver USA Board of
Commissioners, the Tuesday, October 12, 2021, regular meeting was adjourned at 9:35 a.m. by CEO Julianna Marler.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, October 12, 2021, Regular
Port of Vancouver USA Board of
Commission Meeting

Eric LaBrant, President

Jack Burkman, Vice President

Don Orange, Secretary