

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, May 9, 2023**

CALL TO ORDER

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

OPENING REMARKS

Commissioner Orange welcomed everyone to the commission meeting. He announced that the meeting is being recorded. He stated this meeting is a hybrid meeting so that along with everyone present in the meeting, anyone who wants to make virtual oral comment can use Zoom. He then invited guests to participate in the Pledge of Allegiance.

APPROVAL OF MINUTES

Regular Meeting of April 25, 2023

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the April 25, 2023, regular meeting.

OPEN FORUM

Commissioner Orange stated that the agenda invited public comment and asked if anyone had signed up to speak. CEO Marler indicated no community members registered in advance to provide virtual oral comments and there was no one present who signed up to provide comment. She also announced that no executive session was held prior to the meeting.

ACTION ITEMS

E-1 Approve Resolution 1-2023: Series 2023 Revenue Bond and Credit Facility Agreement

Jack Flug, Senior Financial Analyst presented the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman, and carried unanimously, the Board of Commissioners approve and adopt the attached Port of Vancouver USA Resolution 1-2023 authorizing the execution and delivery of other instruments, documents or agreements appropriate to authorize a loan and provide for the

issuance and sale of revenue bonds of the port in the aggregate principal amount of not to exceed \$35,000,000 at any time for the purposes of financing or refinancing capital improvement projects.

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

Jack Flug, Senior Financial Analyst presented the action item as contained in the Commission's packet and discussed the recommendation with the Commission. He answered questions from 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 April 2023 Vouchers 113797 – 114069 in the amount of \$4,309,746.27 including Electronic Payments generated between 04/01/2023 – 04/30/2023 in the amount of \$931,352.76 and April 2023 Payroll Check 51855174 and Payroll Direct Deposits 140001 – 140122 and 160001 – 160124 in the amount of \$667,864.56.

CEO REPORT

Project Updates

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

- Berth 17 Rehabilitation Project
- 2023 Berth Repairs Project
- High Tank Phase 4 – Backup Generator Installation
- Parcel 1A – Kelly Pipe Storage
- NW 35th Circle Extension
- Building 2565 Fire System & Alarm Replacement
- Building 3201 Roof Repair

- Terminal 1 LPC Zoom Info Bldg. (Not Port Project)
- Lot 2 NuTech Development (Not Port Project)

He answered questions from the Board.

CEO Marler thanked Mark for providing the update and highlighting some of the great work of our port crews. She expressed thanks to the External Affairs department for putting together the Port Report video and encouraged folks to watch it. Lastly, she thanked the Accounting & Finance department along with all the departments at the port for completing its fourteenth straight year with a clean audit from the Washington State Auditors.

COMMISSIONERS REPORTS

Commissioner Burkman provided an overview of the Regional Transportation Council meeting he attended and indicated he is looking forward to the upcoming Washington Public Ports Association Spring meeting.

Commissioner LaBrant shared he attended the following events:

- Columbia River Economic Development Council Spring Luncheon
- Port Report
- Labor Roundtable
- Vancouver Public Schools Foundation Fundraiser

Commissioner Orange provided a brief summary of the Washington State Auditor's Office Exit meeting and shared a discussion he had with a constituent regarding the port's water source.

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 Tuesday, May 23, 2023, will begin at 9:30 a.m. She highlighted several other upcoming community events.

She 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.

RECESS

Commissioner Orange called a recess from 10:17 a.m. to 10:35 a.m. to sign documents and to prepare for the port's Cybersecurity Update workshop.

WORKSHOP

Cybersecurity Update

Information Security Analyst Chris Carter lead the Cybersecurity Update workshop. He provided a presentation on changes to the cyber environment since last year's update. He also discussed the threat landscape, challenges, ways cybersecurity is tested and what is next for cybersecurity at the port.

RECESS

Commissioner Orange called a recess from 11:18 a.m. to 11:23 a.m. for a short break.

Information Security Analyst Chris Carter answered questions from the Board. The Commissioners and CEO Marler shared their appreciation and thanked Chris for his presentation and the work that he does protecting the port.

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, May 9, 2023, regular meeting was adjourned at 11:36 a.m. by Commissioner Orange.

Betsy Rogers, Administrative
Supervisor, May 9, 2023, Regular
Port of Vancouver USA Board of
Commission Meeting

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS



Don Orange, President



Eric LaBrant, Vice President



Jack Burkman, Secretary