

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, March 28, 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, March 28, 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 no executive session was held and invited guests to participate in the Pledge of Allegiance.

APPROVAL OF MINUTES

Regular Meeting of March 14, 2023

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the March 14, 2023, regular meeting.

OPEN FORUM

Commissioner Orange stated that the agenda invited public comment and indicated no one present signed up to provide comment.

CEO Marler confirmed this. She stated the meeting is a hybrid meeting, and along with everyone present in the meeting, anyone who wants to make virtual oral comment can use Zoom. She stated that no one had registered in advance to provide virtual oral comments and that the meeting is being recorded.

ACTION ITEMS

E-1 Approve First Amendment to Lease between the Port of Vancouver USA and Kelly Pipe Co., LLC

Chrissy Lyons, Commercial and Industrial Sales Manager presented the action item and discussed it with the commission. She indicated the action item had the incorrect lease term and that it should extend to June 11, 2025, instead of 2023. She answered questions from the Board. On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve and authorize the CEO to sign the First Amendment to Lease at Parcel 1A between the Port of Vancouver USA and Kelly Pipe Co., LLC as amended.

E-2 Approve Moorage Permit between the Port of Vancouver USA and Shaver Transportation Company

Angie Hansloven, Real Estate Specialist presented the action item and discussed it with the commission. On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve and authorize the CEO to sign the Moorage Permit between the Port of Vancouver USA and Shaver Transportation Company.

UNFINISHED BUSINESS

Port Contracts Logs

No unfinished business was considered.

NEW BUSINESS

No new business was discussed.

CEO REPORT

CEO Marler stated she attended the following events and provided a brief summary:

- Sister City Delegation Trip to Joyo, Japan
- Pacific Northwest Waterways Association Mission to Washington

COMMISSIONERS REPORTS

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

- Interstate Bridge Replacement Program Executive Steering Group
- Pacific Northwest Waterways Association (PNWA) Monthly Membership Meeting
- Port Public Lecture - Washington Council on International Trade (WCIT)

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

- Port Public Lecture - Washington Council on International Trade (WCIT)
- Pacific Northwest Waterways Association Mission to Washington

Commissioner Orange stated he attended the following events and provided a brief summary:

- Port Public Lecture - Washington Council on International Trade (WCIT)
- Labor Roundtable
- Constituents re: Vancouver Lake
- State of the City

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 April 11 will begin at 9:30 a.m. She also highlighted several other upcoming community events.

RECESS

Commissioner Orange called a recess from 9:54 a.m. to 10:01 a.m. to prepare for the port's workshop on the Strategic Plan 2022 Annual Report

WORKSHOP

Strategic Plan 2022 Annual Report

Chief Financial and Administrative Officer Elizabeth Gotelli lead the workshop on the Strategic Plan 2022 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 stated as what has been done in the past, presenters will speak about the goal areas and pause for questions after their portion.

Casey Bowman, Director of Communication provided an update on port tours, the port's community fund, general community events and support for organizations promoting diversity, equity, and inclusion. He answered questions from the Board.

Mike Schiller, Director of Business Development provided an update on the Terminal 1 project, the Lincoln Property Company 50-year lease and groundbreaking and grant funding opportunities.

Nicole Lutton, Grant Specialist provided an update on the port's economic development goals, in particular the I-5 Bridge Modified Locally Preferred Alternative, Foreign Trade Zone, workforce development and the port's apprenticeship program.

Matt Harding, Environmental Project Manager reported on the 2022 environmental goals and accomplishments, in particular accomplishments pertaining to the port's Climate Action Plan, Parcel 3 Berm, water quality, and the partnerships we have with important stakeholders.

Alex Strogon, Chief Commercial Officer provided an update on marine/commercial accomplishments related to wind energy, layberth opportunities, and the Foreign Trade Zone. He then discussed current market trends and the priorities for 2023.

Mike Schiller, Director of Business Development shared the industrial/commercial goals, including new tenants, existing tenant retention and growth, and land use.

Scott Goodrich, Director of Finance and Accounting reported out on the port's achievements that included the tax increment financing establishment, LTGO Bond issuance, record breaking revenues, and reinvestment.

Casey O'Dell, Director of Facilities shared port accomplishments related to cybersecurity and business resiliency as well as investments in maintaining port assets.

Dawn Egbert, Procurement Services Manager shared the port's organizational goals, including employee turnover and retention, Diversity, Equity, and Inclusion Plan, Business, Continuity and Resiliency Plan, vaccine clinics, and the port's leadership on state-wide legislation for small works and DBE contracting.

Chief Financial and Administrative Officer Elizabeth Gotelli concluded the presentation and indicated that it is just a snapshot of the port's 2022 accomplishments, and that additional information on all of the achievements can be found in the Strategic Plan 2022 Annual Review Supplemental Report. She added that today's presentation and supplemental report can also be found on the port's website. She answered questions from the board and thanked them for their comments.

SIGN DOCUMENTS

The Board signed documents at 11:03 a.m.

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, March 28, 2023, regular meeting was adjourned at 11:05 a.m. by Commissioner Orange.

Michelle Allan, Executive Services
Manager, March 28, 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