

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, April 11, 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, April 11, 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 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 March 28, 2023**

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the March 28, 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. She also confirmed that there was no one present who signed up to provide comment.

**ACTION ITEMS**

**E-1 Approve Contract with Johansson Wing Architects for Parcel 10 Architectural Design & Consulting Services**

Monty Edberg, Director of Engineering & Project Delivery Manager 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 authorize the CEO to execute a contract with

Johansson Wing Architects for a not-to-exceed amount of \$834,514 to perform Parcel 10 Architectural Design and Consulting Services.

## **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 Commission. No 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 March 2023 Vouchers 113358 – 113796 in the amount of \$4,484,758.29 including Electronic Payments generated between 03/01/2023 – 03/31/2023 in the amount of \$1,054,144.60 and March 2023 Payroll Direct Deposits 100001 – 100123 and 120001 – 120124 in the amount of \$626,997.60.

## **CEO REPORT**

### **Project Updates**

Matt Harding, Environmental Project Manager provided an update on several port projects, including:

- Terminal 1 Dock Replacement
  - Permits
  - Best Management Practices for Construction
  - Environmental Improvements

He answered questions from the Board.

## **COMMISSIONERS REPORTS**

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

- Port Public Lecture - Marine and Commercial Outlook
- City of Vancouver Mayor Anne McEnery-Ogle
- Regional Transportation Council

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

- Climate Tech Industry Tour

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

- Labor Roundtable

## **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, April 25, 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.

## **WORKSHOP**

No workshop was held during this meeting.

## **SIGN DOCUMENTS**

The Board signed documents at 10:09 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, April 11, 2023, regular meeting was adjourned at 10:16 a.m. by Commissioner Orange.

PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services  
Manager, April 11, 2023, Regular  
Port of Vancouver USA Board of  
Commission Meeting



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Don Orange, President



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Eric LaBrant, Vice President



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Jack Burkman, Secretary