

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, April 12, 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 8:31 a.m., Tuesday, April 12, 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 first in-person commission meeting in almost two years. He announced no executive session was held and that the meeting is being recorded. He stated the port is conducting a hybrid meeting so those who are not physically able to provide oral testimony can do so virtually. He then invited guests to participate in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

**Regular Meeting of March 22, 2022**

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the March 22, 2022, regular meeting.

**OPEN FORUM**

Commissioner Burkman stated that the agenda invited public comment and reminded community members to keep their comments to three minutes. He said one community member registered to speak remotely and then called on Cathryn Chudy. Ms. Chudy had technical difficulties, so Commissioner Burkman moved to unfinished business to give her time to resolve those and reconnect.

**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.

## **OPEN FORUM**

### **Cathryn Chudy**

Ms. Chudy stated the Port's Climate Action Plan is prefaced with the words: "clean air, sustainability and protecting our environment." She indicated the port cannot support clean air, sustainability, and a healthy environment by allowing new buildings to burn fossil fuels. She asked that the board turn Climate Action Plan intentions into meaningful port policy. Commissioner Burkman thanked Ms. Chudy for her comments.

## **ACTION ITEMS**

No action items were presented to the board.

## **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 Orange and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of March 2022 Vouchers 108860 – 109219 in the amount of \$5,906,242.51 including Electronic Payments generated between 03/01/2022 – 03/31/2022 in the amount of \$623,013.24 and March 2022 Payroll Check 51658002 and Payroll Direct Deposits 100001 – 100131 and 120001 – 120125 in the amount of \$694,307.79.

## **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.

### **C-Tran Presentation**

CEO Marler introduced Shawn Donaghy, C-TRAN CEO. Mr. Donaghy stated C-TRAN has been mapping out the growth in the city and county for the communities they serve. He also indicated the port has been helpful finding where new businesses are going in and providing opportunities for C-TRAN to change bus services. He then introduced Taylor Eidt, C-TRAN's Assistant Manager of Planning and Development. Mr. Eidt provided a presentation on C-TRAN's new on-demand, curb-to-curb, shared-vehicle transit service called The Current that serves the port area. Mr. Donaghy and Mr. Eidt answered questions from the Board.

## Project Updates

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

- Terminal 1 Design Standards & Guidelines
- Fish Stranding Agreement
- T4 Bank Erosion
- T4 Habitat Considerations

He answered questions from the Board.

CEO Marler stated the port has completed its 2021 Financial and Accountability Audit. She stated this is the port's 13<sup>th</sup> consecutive clean audit and for the seventh year in a row the port is the first Washington agency to complete their annual audit.

## COMMISSIONERS REPORTS

Commissioner LaBrant stated he attended the following events and meetings:

- Columbia River Economic Development Council Board Meeting
- City of Vancouver Council Member Ty Stober

Commissioner Orange stated he attended the following events and meetings:

- City of Vancouver Council Member Ty Stober

Commissioner Orange also shared selections from several newspapers regarding climate change, greenhouse gas emissions and people's expectations from policy makers.

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

- CEO Marler
- Tax Increment Financing Public Briefing #1
- Port Report Filming
- State Audit Exit Conference
- Southwest Washington Contractors Association Summit
- Pacific Northwest Waterways Rail Roundtable
- Interstate Bridge Replacement Program Executive Steering Group
- Regional Transportation Council Meeting

Commissioner Burkman also mentioned he has been working with CEO Marler on an administrative work session regarding natural gas that he expects will occur at the next commission meeting.

## 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 would be held on Tuesday, April 26 at 8:30 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 from 9:38 a.m. – 9:48 a.m. to sign documents and prepare for the port's workshop on Contracts & Procurement.

## WORKSHOP

### Contracts & Procurement

Commission Burkman reopened the meeting at 9:48 a.m. for a workshop on Contracts & Procurement led by Procurement Services Manager Dawn Egbert. She discussed what services the Contracts Department provides and introduced team members Contract Manager Rick Cline, Contract Manager Randy McCaleb, and Procurement/Grant Specialist Jennifer Brower. Each team member gave a brief update on their specific areas of responsibility.

## ADMINISTRATIVE 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 12, 2022, regular meeting was adjourned at 10:18 a.m. by Commissioner Burkman.

Michelle Allan, Executive Services  
Manager, April 12, 2022, Regular  
Port of Vancouver USA Board of  
Commission Meeting

PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS

  
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Jack Burkman, President

  
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Don Orange, Vice President

  
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Eric LaBrant, Secretary