

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, May 22, 2018**

CALL TO ORDER

Commission President LaBrant 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 22, 2018 at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner LaBrant welcomed everyone, announced no executive session was held and invited guests to participate in the Pledge of Allegiance.

Meeting attendees included:

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| Eric LaBrant | Port Commission President |
| Jerry Oliver | Port Commission Vice President |
| Don Orange | Port Commission Secretary |
| Julianna Marler | Port CEO |
| Michelle Allan | Port Executive Services Manager |
| Alicia Lowe | Port Legal Counsel |
| Mike Schiller | Port Director of Business Development |
| Chrissy Lyons | Port Commercial and Industrial Manager |
| Mike Bomar | Port Director of Economic Development |
| Magan Reed | Port Communications Coordinator |
| Todd Krout | Port Director of Operations |
| Brianne Sheron | Port Project Manager |
| Mark Newell | Port Project Delivery Manager |
| Mason Mohamed | Port Records Officer |
| Kent Cash | Port Chief Operations Officer |
| Elizabeth Gotelli | Port Chief Financial and Administrative Officer |
| Ryan Hart | Port Chief External Affairs Officer |
| Betsy Rogers | Port Administrative Supervisor |
| Scott Goodrich | Port Director of Finance & Accounting |
| Rachelle Berry | Port Administrative Assistant |
| Monty Edberg | Port Director of Engineering & Project Delivery |
| Julie Rawls | Port Community Relations Specialist |
| Randy McCaleb | Port Contracts Manager |
| Abbi Russell | Port Communications Manager |
| Matt Harding | Port Environmental Project Manager |
| Jack Flug | Port Senior Financial Analyst |

Jonathan Eder
Don Steinke
Alona Steinke
Linda Garcia
Jeff Hartung
DeAnn Fields
Ron Morrison
James Bridges
Bob Willoughby
Brian Wolfe
J Marc Johnson
Robert Graham
Bridget Bayer

Port Director of Human Resources
Community Member
Community Member
WEC/ACE
NW Carpenters
Laborers
TRPP
ILWU
Community Member
Community Member
Community Member
PNWRCC
Business Association Management

APPROVAL OF MINUTES

Special Meeting/Strategic Planning Workshop of April 19, 2018

On motion by Commissioner Orange, seconded by Commissioner Oliver and carried unanimously, the Board of Commissioners approve the minutes of the April 19, 2018 Special Meeting/Strategic Planning Workshop.

Regular Meeting of April 24, 2018

On motion by Commissioner Orange, seconded by Commissioner Oliver and carried unanimously, the Board of Commissioners approve the minutes of the April 24, 2018 regular meeting.

OPEN FORUM

Commissioner LaBrant invited comments from the audience.

Don Steinke, Community Member

Mr. Steinke encouraged the port to consider an energy efficiency program.

Alona Steinke, Community Member

Ms. Steinke shared her thoughts on air quality and emissions.

Linda Garcia, Community Member

Ms. Garcia stated her appreciation for the time port staff has given regarding the Strategic Plan. She shared her thoughts regarding a climate action plan and air monitoring. She also discussed the idea of development of existing industrial land and prioritization of areas within port districts to be more equitable.

Ron Morrison, Community Member

Mr. Morrison shared his thoughts on the seafarers and seafarers center.

Brian Wolfe, Community Member

Mr. Wolfe shared that Jim Hudson, a friend of the port, was in hospice care.

No further public comments were received.

COMMISSIONER AND CEO COMMENTS

Commissioner Oliver responded to Mr. Steinke's comments regarding an energy conservation leader. He stated Director of Environmental Services Patty Boyden already fulfills this role. He also shared that the port continues to purchase 100% of its power from wind energy sources.

Commissioner Oliver responded to Ms. Steinke's comment regarding air pollution monitors. He stated it would be helpful to encourage the Southwest Clean Air Agency to point out current locations of the monitors.

He also responded to Mr. Morrison's concerns related to renewal of the Fort Vancouver Seafarers Center lease and the port's support of the seafarers. He indicated the port supports the seafarers center and only charges them an annual rent of \$1.

Commissioner Orange shared his support and appreciation for the port's current efforts regarding energy efficiency. He indicated we could always do better. He stated the port needs to better understand the air quality in the port area so that it can continue to grow economically.

Commissioner Orange expressed interest in what the port can do in addition to what the port is already doing for the seafarers. He indicated security policies are directed by the federal government.

He thanked Mr. Wolfe for providing an update on Mr. Hudson.

Commissioner LaBrant accessed the Washington Department of Ecology website to locate air monitors in Vancouver. He stated he would like the port to collaborate with the Southwest Clean Air Agency to put in air monitors closer to the port. He added that in some manner, climate will likely be included in the port's strategic plan.

Commissioner LaBrant agreed that the regulations regarding the seafarers center are handed down by the federal government.

Commissioner LaBrant also indicated he thinks there is already someone from the port's environmental team that handles energy efficiency.

CEO Marler stated the port has a sustainability plan and discussed the recent workshop on the subject. She indicated environmental, social and economic components are part of the plan. She encouraged the public to attend a port tour as the port is already doing a lot of what is being suggested today.

CEO Marler also provided an update on what the port is currently doing with regards to energy efficient lighting in port facilities, moving the port's fleet to electric and hybrid vehicles, and the value and importance of the seafarers and seafarers center.

No further comments were provided by the Commissioners or CEO.

ACTION ITEMS

E-1 Approve Restated Ground Lease between the Port of Vancouver and Verizon Wireless LLC

Commercial and Industrial Sales Manager Chrissy Lyons presented the action item and discussed the restated ground lease with the commission. She also answered questions by the board.

Commissioner LaBrant asked if anyone in the audience would like to address the commission on this item.

No public comments were received.

On motion by Commissioner Oliver, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approve the Restated Ground Lease at 2001 Kotobuki Way between the Port of Vancouver and Verizon Wireless LLC.

E-2 Approve Contract for Dockworks Terminal Operating System Upgrade and Maintenance with Ports America Group

Director of Operations Todd Krout presented the action item and discussed the contract with the commission. He also answered questions by the board.

Commissioner LaBrant asked if anyone in the audience would like to address the commission on this item.

No public comments were received.

On motion by Commissioner Oliver, seconded by Commissioner LaBrant, and carried unanimously, the Board of Commissioners authorize the CEO to sign a contract with

Ports America Group to upgrade and implement Dockworks Terminal Operating Software for a not to exceed amount of \$509,440, including Washington state sales tax.

E-3 Approve Public Works Contract for Bid 18-01: Port of Vancouver Trail Segment 2 Project

Project Manager Brianne Sheron presented the action item and discussed the contract with the commission. She and Contracts Manager Randy McCaleb answered questions by the board.

Commissioner LaBrant asked if anyone in the audience would like to address the commission on this item.

Ron Morrison, Community Member

Mr. Morrison indicated he supports the trail and looks forward to its completion.

No further public comments were received.

On motion by Commissioner Oliver, seconded by Commissioner Orange, 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 18-01: POV Trail Segment 2 project in the amount \$880,300, including Washington State sales tax.

UNFINISHED BUSINESS

Port Contracts Logs

The Commissioners reviewed the port contract logs. CEO Marler stated that the contract logs are also available on the port's website.

No additional unfinished business was considered.

NEW BUSINESS

No new business was considered.

ACCOUNTS PAYABLE

Director of Finance & Accounting Scott Goodrich presented the staff report as contained in the agenda packet and answered questions from the commission. He also noted a correction to the payroll check number from 50667171 to 50667172.

Commissioner LaBrant asked if anyone in the audience would like to address the commission on this item.

No public comments were received.

On motion by Commissioner Oliver, seconded by Commissioner Orange, and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of April – May 2018 Vouchers 090617 - 091225 in the amount of \$7,241,298.81 including Electronic Payments generated between 04/01/2018 - 05/13/2018 in the amount of \$1, 513,113.34 and April – May 2018 Payroll Checks 50653328 - 50653329 and 50667172 and Direct Deposits 140001 - 140119 and 170001 - 170120 and 190001 – 190121 in the amount of \$809,477.41.

CEO REPORT

Project Updates

Project Delivery Manager Mark Newell provided an update on the following projects:

- West Vancouver Freight Access Project 11B
- High Tank Phase 2
- Building 2501 Floor Replacement
- Block D Land Improvements

June Board Meetings

CEO Marler announced that due to travel and other activities the June 12 and June 26 commission meetings are being merged into one commission meeting on June 19.

Revenue Bonds Update

Director of Finance & Accounting Scott Goodrich provided an update on an assessment by Standard & Poor's Global Rating for the port to issue additional revenue bonds. He reported that based on that assessment, Standard & Poor's Global Ratings assigned its "A" long-term rating to the Port of Vancouver. He stated this is very positive news.

CEO Marler thanked Director of Finance & Accounting Scott Goodrich, Senior Financial Analyst Jack Flug and the Finance & Accounting Department for their efforts on this matter.

COMMISSIONER REPORTS

Commissioner Orange reported attending the following:

- WPPA Summer Conference
- Port Tour
- Strategic Plan Community Open House

Commissioner Oliver reported attending the following:

- WPPA Summer Conference
- Strategic Plan Community Open House
- CREDC meeting

Commissioner LaBrant reported attending the following:

- WPPA Summer Conference
- Strategic Plan Community Open House
- 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 regular commission meeting would be held June 19. She highlighted upcoming events including the Terminal 1 public marketplace community open house, Port Report, and port tours.

She also highlighted upcoming strategic planning events, including a Commission Workshop on May 23 and a Community Open House on June 12.

RECESS

The regular meeting was recessed at 10:58 a.m. to sign documents and prepare for the workshop.

WORKSHOP

Commissioner LaBrant reopened the meeting at 11:15 a.m. for the Terminal 1 Architectural Concepts Workshop. Director of Human Resources Jonathan Eder thanked everyone for coming. He stated that the port's consultants Graham Baba Architects and Green Works will provide a presentation on architectural concepts and landscaping designs.

He added that the port will also hold a community open house this afternoon at 4:00 p.m. to gain feedback from the community regarding the proposed concepts and designs.

GreenWorks presented ideas on landscape design and representatives answered questions from the board of commissioners.

Graham Baba Architects provided an update on the proposed architectural designs for the marketplace. The team shared 3 concept options based on feedback at this point from the community.

The workshop concluded at 12:24 p.m.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, May 22, 2018 regular meeting was adjourned at 12:24 p.m. by Commissioner LaBrant.

Michelle Allan, Executive Services
Manager, May 22, 2018, Regular
Port of Vancouver USA Board of
Commission Meeting

PORT OF VANCOUVER USA BOARD OF COMMISSIONERS


Eric LaBrant, President
Jerry Oliver, Vice President
Don Orange, Secretary