

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, July 9, 2019**

CALL TO ORDER

Commission President Oliver called a regular meeting of the Port of Vancouver Board of Commissioners to order and open to the public at 8:30 a.m., Tuesday, July 9, 2019 at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner Oliver welcomed everyone and stated Commissioner LaBrant is joining the meeting via conference call. He announced no executive session was held and invited guests to participate in the Pledge of Allegiance.

Meeting attendees included:

Jerry Oliver	Port Commission President
Don Orange	Port Commission Vice President
Eric LaBrant	Port Commission Secretary (via conference call)
Julianna Marler	Port CEO
Michelle Allan	Port Executive Services Manager
Alicia Lowe	Port Legal Counsel
Kent Cash	Port Chief Operations Officer
Elizabeth Gotelli	Port Chief Financial and Administrative Officer
Ryan Hart	Port Chief External Affairs Officer
Scott Goodrich	Port Director of Finance & Accounting
Rachelle Berry	Port Administrative Assistant
Heather Stebbings	Port Director of Communications
Julie Rawls	Port Community Relations Specialist
Dawn Egbert	Port Procurement Services Manager
Randy McCaleb	Port Contracts Manager
Mike Schiller	Port Director of Business Development
Jonathan Eder	Port Director of Human Resources
Greg Westrand	Port Project Manager
Mark Newell	Port Project Delivery Manager
Colin Hayden	Port Project Manager
Mike Bomar	Port Director of Economic Development
Kim Shaffer	Port Project Manager
Katie Odem	Port Marketing Communications Manager
Ilana Brown	Strategies 360
Ron Morrison	TRPP
Dan Barnes	Community Member

Jack Burkman
Aron Gray
Tommy LaLonde
Cager Clabaugh
Andrew Plett
Stephanie McClintock
Jeffrey Mize
Desi Wright

Community Member
Pacific NW Regional Council of Carpenters
CalPortland
ILWU Local 4
S & F Land Services
United Grain Corporation
The Columbian
Pacific NW Regional Council of Carpenters

APPROVAL OF MINUTES

Regular Meeting of June 25, 2019

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the June 25, 2019 regular meeting.

OPEN FORUM

Commissioner Oliver invited comments from the audience.

No public comments were received at this time.

COMMISSIONER AND CEO COMMENTS

No comments were provided by the Commissioners or CEO.

ACTION ITEMS

Approve Public Works Contract for Bid 19-16: Terminal 2 - 2019 Paving Project

Project Manager Greg Westrand presented the action item and discussed the recommendation with the commission. He also answered questions by the board.

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

No public comments were received.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with Clark & Son's Excavating, the lowest responsive and responsible bidder, for

Bid 19-16: Terminal 2 - 2019 Paving Project in the amount of \$645,364.60 including Washington State Sales Tax.

Approve Public Works Contract for Bid 19-21: Terminal 3 - 2019 Paving Project

Project Manager Colin Hayden presented the action item and discussed the recommendation with the commission. He also answered questions by the board.

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

No public comments were received.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with A-line Asphalt Maintenance, the lowest responsive and responsible bidder, for Bid 19-21: Terminal 3 - 2019 Paving Project in the amount of \$375,269.96 including Washington State sales tax.

Amend Contract with GreenWorks, PC for On-Call Landscape Architectural Services

Project Manager Kim Shaffer presented the action item and discussed the recommendation with the commission. He also answered questions by the board.

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

Cager Clabaugh, ILWU Local 4

Mr. Clabaugh sought clarification on the original contract amount.

All questions were answered, and no additional public comments were received.

On motion by Commissioner Orange, seconded by Commissioner LaBrant, and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract amendment and extension with GreenWorks, PC for a not-to-exceed amount of \$408,611.90 including applicable Washington State Sales Tax for a total adjusted contract amount of \$808,611.90.

UNFINISHED BUSINESS

Port Contracts Logs

The commissioners reviewed the port contracts logs. CEO Marler reminded everyone that the contracts logs are available on the port's website.

No additional unfinished business was considered.

NEW BUSINESS

Chief External Affairs Officer Ryan Hart introduced Heather Stebbings as the port's new Director of Communications.

No additional new business was considered at this time.

ACCOUNTS PAYABLE

Director of Finance & Accounting Scott Goodrich presented the staff report as contained in the agenda packet and discussed the recommendation with the commission. He answered questions from the board.

Commissioner Oliver asked if anyone in the audience would like to address the commission on this agenda 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 June 2019 Vouchers 096370 - 096799 in the amount of \$2,970,382.78 including Electronic Payments generated between 06/01/2019 – 06/27/2019 in the amount of \$521,349.07 and June 2019 Payroll Check 51052044 and Payroll Direct Deposits 250001 - 250124 and 230001 - 230123 in the amount of \$562,540.55.

CEO REPORT

Project Updates

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

- Building 2501 Tenant Improvement Remodel
- Trail Segment 2

Chief External Affairs Officer Ryan Hart presented recent media from the ribbon cutting event for the completion of the new section of the multi-use path and from the largest PacifiCorp wind energy project shipment.

CEO Julianna Marler stated the port received the permits for the construction of the berm at Parcel 3 and we should see that starting in the next few weeks.

Mr. Eder provided an update on the Terminal 1 project and the RFQ process for the Mixed-Use Developer. After discussion by the board, it was decided they would like to be updated via a workshop as the project moves forward.

COMMISSIONER REPORTS

Commissioner Orange reported attending the following:

- Multi-Use Trail Dedication
- Wind Blades Viewing
- PNWA Summer Conference

He also mentioned that he has a C-Tran invitation this afternoon and the WPPA Commissioners Conference later this month.

Commissioner LaBrant reported attending the following:

- PNWA Summer Conference
- Wind Blades Viewing
- Labor Roundtable
- Port Tour

Commissioner Oliver reported attending the following:

- PNWA Summer Conference
- Wind Blades Media Event
- Multi-Use Trail Dedication

He also thanked the longshoremen for their great work unloading the wind blades.

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 August 13, 2019 at 8:30 a.m. She also highlighted several upcoming port and community events.

RECESS

The regular meeting was recessed at 10:10 a.m. to sign documents.

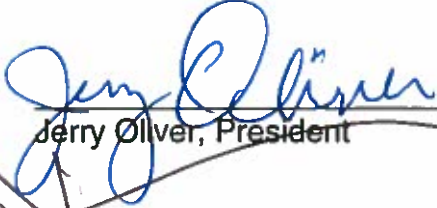
ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, July 9, 2019 regular meeting was adjourned at 10:20 a.m.


by Commissioner Oliver.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS


Michelle Allan, Executive Services
Manager, July 9, 2019, Regular
Port of Vancouver USA Board of
Commission Meeting



Jerry Oliver, President



Don Orange, Vice President



Eric LaBranft, Secretary