

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, August 9, 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, August 9, 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 commission meeting. He announced no executive session was held and that the meeting and the workshop following the meeting is being recorded. He stated it 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 also stated the meeting is being broadcast live on CVTV. He then invited guests to participate in the Pledge of Allegiance.

APPROVAL OF MINUTES

Regular Meeting of July 12, 2022

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the July 12, 2022, regular meeting.

OPEN FORUM

Commissioner Burkman stated that the agenda invited public comment but indicated no community members had registered in advance to provide virtual oral comments. He asked if there was anyone present who signed up to provide comment. CEO Marler responded that no one signed up to speak.

Special Award Presentation

CEO Marler shared achievements by On-Call Security Officer, Don Bryant. She indicated earlier this summer he was inducted into the United States Police and Fire Games Championships Hall of Fame and recognized in the World Police and Fire Games Hall of Fame in Rotterdam, Netherlands.

Interns Update

Zack Merrill, Sales Account Manager introduced maritime interns Cole Klein and Briana Garden. Briana and Cole shared their experiences with the internship and thanked the port and Zack in particular for the experience here.

ACTION ITEMS

Approve the Cosentino Right of Way Offer to Acquire a Temporary Easement on Puget Island

Kathy Holtby, Real Estate Manager presented the action item and discussed it with the commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the Right of Way Offer to the Cosentinos and authorize the CEO to execute all documents necessary to acquire the temporary easement between the Washington Ports and the Cosentinos.

Approve Contract Amendment with KPFF Inc. for Engineering Design & Permitting Services for the Demolition and Replacement of Terminal 1 Dock Structures

Greg Westrand, Project Manager presented the action item and discussed it with the commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract amendment of \$1,446,111.00 with KPFF Inc., to perform engineering design, and permitting services for the demolition and replacement of Terminal 1 dock structures for total contract amount not-to-exceed \$2,510,292.00.

Approve Resolution 4-2022: Establishing Time and Place for Regular Meetings of the Port Commission

Julianna Marler, Chief Executive Officer presented the action item and discussed it with the commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve and adopt Resolution 4-2022: rescinding Resolution 7-2018 and authorizing time and place for regular meetings of the port commission.

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 & 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 July 2022 Vouchers 110394 – 110793 in the amount of \$4,836,235.60 including Electronic Payments generated between 07/01/2022 – 07/31/2022 in the amount of \$1,155,825.11 and July 2022 Payroll Checks 51715895 – 51715896 and 51723975 and Payroll Direct Deposits 270001 – 270127 and 290001 – 290128 in the amount of \$636,013.67.

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. She indicated that this resolution would likely be terminated at the next commission meeting.

Project Updates

Callie DeBoer, Project Manager provided an update on several port projects, including:

- Terminal 1 Red Lion Demolition
- Terminal 1 Renaissance Trail
- Terminal 1 LPC Zoom Info Bldg. (Not Port Project)
- BL 2565 Fire System Replacement

She answered questions from the Board.

CEO Marler also provided an update on the redistricting process and discussed the next steps.

COMMISSIONERS REPORTS

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

- Port Staff – Finance and Commercial Update & Community Survey Results
- Labor Roundtable
- Washington Public Ports Association Commissioner Seminar

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

- Port Staff – Finance and Commercial Update & Community Survey Results
- CEO Marler
- Constituent meetings regarding the Snake River Dams, ILWU, and port taxes

Commissioner Orange also thanked everyone for the work being done that was shared this morning.

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

- Port Staff – Finance and Commercial Update & Community Survey Results
- CEO Marler
- Port Tours
- I-5 Bridge Replacement Update
 - Metro Council
 - Special Regional Transportation Council
 - Executive Sponsor Group
 - Bi-State Legislative Meetings
- Washington Public Ports Association Commissioner Seminar
- Labor Roundtable

Commissioner Orange asked Commissioner Burkman what the next steps are for the I-5 Bridge. Commissioner Burkman shared details regarding the I-5 Bridge.

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 August 23

will begin at the new time of 9:30 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 at 9:32 a.m. to prepare for the 2022 Strategic Plan Mid-Year Update workshop.

WORKSHOP

2022 Strategic Plan Mid-Year Update

Commissioner Burkman reopened the meeting at 9:40 a.m. for the 2022 Strategic Plan Mid-Year Update workshop, led by Chief Financial and Administrative Officer Elizabeth Gotelli.

Chief Financial and Administrative Officer Elizabeth Gotelli provided a brief presentation on many of the Strategic Plan's Community Goals the port focused on, along with Economic Development Goals, Environmental Goals, and Organizational Goals.

She introduced Chief Commercial Officer Alex Strogon who updated the Board on the port's Marine and Commercial Goals, and market and commercial trends for 2023.

He introduced Scott Goodrich, Director of Finance & Accounting to discuss achievements under the port's Financial Goals and provide a mid-year financial update, as well as the financial forecast for 2023.

The Commissioners shared their compliments.

Chief Financial and Administrative Officer Elizabeth Gotelli concluded by stating that the PowerPoint presentation, supplemental report and one page "at a glance" summary regarding this Strategic Plan update can be found on the port's website.

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, August 9, 2022, regular meeting was adjourned at 10:33 a.m. by

Commissioner Burkman. The commission signed documents immediately following the adjournment.

Michelle Allan, Executive Services
Manager, August 9, 2022, Regular
Port of Vancouver USA Board of
Commission Meeting

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS



Jack Burkman, President


Don Orange, Vice President
Eric LaBrant, Secretary