

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, August 13, 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 8:32 a.m., Tuesday, August 13, 2019 at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner Oliver welcomed everyone, 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
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
Patty Boyden	Port Environmental Services Director
Rachelle Berry	Port Administrative Assistant
Heather Stebbings	Port Director of Communications
Randy McCaleb	Port Contracts Manager
Rick Cline	Port Contracts Manager
Chrissy Lyons	Port Commercial and Industrial Sales Manager
Mike Schiller	Port Director of Business Development
Mark Newell	Port Project Delivery Manager
Casey O'Dell	Port Director of Facilities
Kim Shaffer	Port Project Manager
Matt Harding	Port Environmental Project Manager
Tommy LaLonde	CalPortland
Greg Flakus	GF Strategies
Ilana Brown	Strategies 360
Ron Morrison	TRPP
DeAnn Fields	LiUNA

Eric Deisler
Jack Burkman
Dan Barnes
Cathryn Chudy
Andrew Plett
Cager Clabaugh
Stephanie McClintock
Jeffrey Mize
Kathy McDonald

JP Morgan Chase
Community Member
Community Member
Community Member
S & F Land Services
ILWU Local 4
United Grain Corporation
The Columbian
Community Member

APPROVAL OF MINUTES

Regular Meeting of July 9, 2019

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the July 9, 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.

PUBLIC HEARING: COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS AND INDUSTRIAL DEVELOPMENT – ACTION ITEM E-1

Commissioner Oliver opened the public hearing on Action Item E-1, Resolution 3-2019 to amend the Comprehensive Scheme of Harbor Improvements and Industrial Development.

Director of Business Development Mike Schiller presented the action item and provided an overview of the comprehensive scheme and the proposed amendments.

Environmental Project Manager Matt Harding advised the board of comments received under the SEPA process. He indicated two comments were received, one having to do with a tenant who asked why they were notified, and his response was that they were in proximity of the Berths 8 and 9 area. The other comment was from the Department of Health wanting to ensure that improvements to Berths 8 and 9 are properly analyzed through the city's critical area ordinance. He indicated neither comment received on this matter changed the determination of nonsignificance.

Commissioner Oliver asked if anyone in the audience would like to comment on the comprehensive scheme.

Cager Clabaugh, ILWU Local 4

Mr. Clabaugh stated he supports the work on Berths 8 and 9 and believes the port should hold onto the property it owns.

Ron Morrison, TRPP

Mr. Morrison shared his thoughts on the sale of property.

Cathryn Chudy, Community Member

Ms. Chudy shared her thoughts on the sale of property.

No further public comments were received.

Commissioner Oliver closed the public hearing.

ACTION ITEMS

E-1 Adopt Resolution 3-2019: Amend the Comprehensive Scheme of Harbor Improvements and Industrial Development for the Port of Vancouver USA

Director of Business Development Mike Schiller read the recommendation and the commission discussed the action item.

Commissioner Oliver shared the history behind the Centennial Industrial Park development.

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 stated he is in favor of the improvements to the berths but is not in favor of declaring port property as surplus.

Cathryn Chudy, Community Member

Ms. Chudy indicated she supports the comments made by Mr. Clabaugh.

Ron Morrison, TRPP

Mr. Morrison shared his thoughts on the port's budget regarding the surplus of property.

No further public comments were received.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners adopt Resolution 3-2019 to amend the Port of Vancouver's Comprehensive Scheme of Harbor Improvements and Industrial Development.

E-2 Approve Purchase of Fleet Street Sweeper

Director of Facilities Casey O'Dell presented the action item and discussed the recommendation with the commission. Mr. O'Dell and Contracts Manager Randy McCaleb 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 purchase an Elgin Crosswind J Single Engine Sweeper from Owen Equipment Company at a cost not to exceed \$289,023.67 including delivery and Washington State Sales Tax.

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

No 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 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 2019 Vouchers 096800 - 097263 in the amount of \$4,901,750.29 including Electronic Payments generated between 06/28/2019 – 07/31/2019 in the amount of \$1,214,643.14 and July 2019 Payroll Checks 51065797 – 51065798 and 51078181 - 51078183 and Payroll Direct Deposits 280001 - 280127 and 300001 - 300124 in the amount of \$565,162.95.

CEO REPORT

Project Updates

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

- Terminal 3 – 2019 Paving Project
- Parcel 3 Berm
- First Place of Rest Striping Project

COMMISSIONER REPORTS

Commissioner LaBrant reported attending the following:

- National Night Out Event
- Met with CEO Marler
- Labor Roundtable
- Port Tour

Commissioner Orange reported attending the following:

- Port Tours
- WPPA Commissioners Seminar

Commissioner Oliver reported attending the following:

- Met with CEO Marler
- Met with staff re: finance and marketing

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 will be held

on August 27, 2019 at 8:30 a.m. She also highlighted several upcoming port and community events.

RECESS

The regular meeting was recessed at 9:36 a.m. to sign documents and prepare for the workshop.

WORKSHOP

Midyear Financial, Market and Strategic Plan Update

Commissioner Oliver reopened the meeting at 9:46 a.m. for the Midyear Financial, Market and Strategic Plan Update Workshop. Chief Financial and Administrative Officer Elizabeth Gotelli introduced the workshop. She indicated that the port's Strategic Plan is driving the work we are doing. She stated staff will begin the workshop with a financial recap followed by a marine and industrial midyear update to share progress made on 2019 strategic goals across the entire organization.

Commissioner Orange thanked the staff for the work being done.

Commissioner LaBrant echoed Commissioner Orange's comments. Both look forward to the Business Continuity and Resiliency Plan.

Commissioner Oliver stated he is proud of what the port does.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, August 13, 2019 regular meeting was adjourned at 10:43 a.m. by Commissioner Oliver.

Michelle Allan, Executive Services Manager, August 13, 2019, Regular Port of Vancouver USA Board of Commission Meeting

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS



Jerry Oliver, President



Don Orange, Vice President



Eric LaBrant, Secretary