

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, September 10, 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, September 10, 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
Michelle Allan	Port Executive Services Manager
Alicia Lowe	Port Legal Counsel
Betsy Rogers	Port Administrative Supervisor
Kent Cash	Port Chief Operations Officer
Rachelle Askman	Port Administrative Assistant
Savannah Mitcham	Port Administrative Assistant
Heather Stebbings	Port Director of Communications
Dawn Egbert	Port Procurement Services Manager
Randy McCaleb	Port Contracts Manager
Rick Cline	Port Contracts Manager
Kathy Holtby	Port Real Estate Manager
Mike Schiller	Port Director of Business Development
Jonathan Eder	Port Director of Human Resources
Mark Newell	Port Project Delivery Manager
Casey O'Dell	Port Director of Facilities
Mike Bomar	Port Director of Economic Development
Lori Kaylor	Port Administrative Sales Coordinator
Sheila Deng	Port Senior Accountant
Cager Clabaugh	ILWU Local 4
Ron Morrison	TRPP
Ron Swaren	Third Bridge
Jack Burkman	Community Member

Nancy Barnes  
Brian Wolfe  
Ilana Brown  
Kris Greene  
Meridian Green

Community Member  
Community Member  
Strategies 360  
Community Member  
Community Member

## **APPROVAL OF MINUTES**

### **Regular Meeting of August 27, 2019**

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the August 27, 2019 regular meeting.

## **IN MEMORIAM: NANCY BAKER**

Commissioner Oliver stated that the community lost a remarkable woman when Nancy Baker recently passed away. He remarked that her memory was etched on all of us for her contributions to the port as an employee of many years and a port commissioner. He shared a few personal recollections of his time with her and asked those in attendance to pause for a moment to reflect on her life and the example she set for all.

## **OPEN FORUM**

Commissioner Oliver invited comments from the audience.

### **Cager Clabaugh, ILWU Local 4**

Mr. Clabaugh expressed condolences on the passing of Nancy Baker.

### **Ron Swaren, Third Bridge**

Mr. Swaren shared his thoughts regarding discussions on the I-5 Bridge replacement and indicated he is in favor of a third bridge option to solve increasing interstate traffic.

No further public comments were received at this time.

## **COMMISSIONER AND CEO COMMENTS**

Commissioner Orange stated last month we celebrated the 100<sup>th</sup> anniversary of women's suffrage and he pointed out that Nancy Baker was very proud to be the first woman commissioner at the Port of Vancouver. He expressed his thanks for her service.

He also stated the idea of a third bridge is interesting but thinks we need to take care of the one we have first.

Commissioner LaBrant stated his first interaction with Nancy Baker was through the Fruit Valley neighborhood. He discussed her passion for Terminal 1 and maintaining public access to the waterfront. He feels it is fitting with the development currently going on there as she was a central part of that.

Commissioner Oliver reminded Commissioner Orange and Commissioner LaBrant that before they were on the board, he and former Commissioner Wolfe proposed a bench be placed in Nancy's honor down on the waterfront.

Executive Services Manager Michelle Allan stated CEO Julianna Marler was traveling today so she was sitting in for her today. She also echoed the comments of the commissioners regarding Nancy Baker. She stated she will be missed but not forgotten.

No further comments were provided by the Commissioners or the Executive Services Manager.

### **ACTION ITEMS**

#### **E-1 Approve a Second Amendment and Extension to Lease between the Port of Vancouver USA and Great Western Malting d/b/a Brewcraft USA**

Real Estate Manager Kathy Holtby introduced the action item as contained in the agenda packet and discussed the recommendation with the board. The commission discussed the action item.

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 approve the Second Amendment and Extension to Lease at 3201-Section I NW Lower River Road between the Port of Vancouver USA and Great Western Malting Company d/b/a Brewcraft USA.

#### **E-2 Approve Contract with GreenWorks, PC to Perform Terminal 1 Waterfront Landscape Architectural Services**

Director of Human Resources Jonathan Eder presented the action item and discussed the recommendation with the commission.

Commissioner Oliver asked if anyone in the audience would like to address the commission on this agenda item. Mr. Eder also answered questions by the board.

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 contract with GreenWorks, PC for a not-to-exceed amount of \$2,000,000 including applicable Washington State Sales Tax to perform Terminal 1 Waterfront landscape architectural services.

### **UNFINISHED BUSINESS**

#### **Port Contracts Logs**

The commissioners reviewed the port contracts logs. Executive Services Manager Michelle Allan 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**

Senior Accountant Sheila Deng presented the staff report as contained in the agenda packet and discussed the recommendation with the commission.

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 Oliver and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of August 2019 Vouchers 097265 - 097677 in the amount of \$2,486,748.75 including Electronic Payments generated between 08/01/2019 – 08/31/2019 in the amount of \$603,122.69 and August 2019 Payroll Check 51094171 and Payroll Direct Deposits 320001 – 320125 and 340001 – 340126 in the amount of \$586,799.14.

## **CEO REPORT**

### **Project Updates**

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

- Parcel 3 Berm
- Terminal 3 – 2019 Paving Project
- BL3201 Tenant Improvements Phase 1
- Terminal 1 Utility Improvements

## **COMMISSIONER REPORTS**

Commissioner Orange reported attending the following:

- Met with Chief Operations Officer Kent Cash for a tour of operations
- Celebration of Life Event for former Commissioner Nancy Baker

He also mentioned the loss of a construction worker downtown and indicated he is glad the port strongly focuses on safety.

Commissioner LaBrant reported attending the following:

- Met with Executive Services Manager Michelle Allan
- Celebration of Life Event for former Commissioner Nancy Baker
- Grand Opening of Ports Exhibit at Clark County Historical Museum

Commissioner Oliver reported attending the following:

- A number of events
- Tour of the Port of Morrow in Boardman, Oregon

## **UPCOMING EVENTS**

A list of upcoming events was displayed on the screen for viewers to see staff activities and community meetings. Executive Services Manager Michelle Allan stated the next commission meeting will be held on September 24, 2019 at 8:30 a.m. She also highlighted several upcoming port and community events.

## **RECESS**

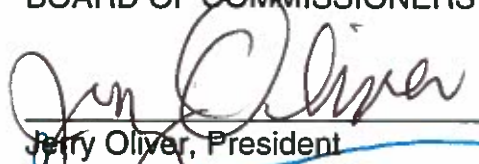
The regular meeting was recessed at 9:33 a.m. to sign documents.

**ADJOURNMENT**

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, September 10, 2019 regular meeting was adjourned at 9:40 a.m. by Commissioner Oliver.

Betsy Rogers, Administrative  
Supervisor, September 10, 2019, Regular  
Port of Vancouver USA Board of  
Commission Meeting

PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS

  
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Jerry Oliver, President

  
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Don Orange, Vice President

  
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Eric LaBrant, Secretary