

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, September 12, 2023**

CALL TO ORDER

Commission President Orange 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 12, 2023, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

EXECUTIVE SESSION

The regular meeting was immediately recessed into executive session at 8:30 a.m. to discuss potential litigation pursuant to RCW 42.30.110(1)(i). He announced no final action will be taken during executive session and executive session will conclude no later than 9:15 a.m.

OPENING REMARKS

Commissioner Orange reopened the commission meeting to the public at 9:30 a.m. CVTV had some technical issues, so Commissioner Orange waited until CVTV was operational and recording the meeting at 9:33 a.m. to welcome everyone. He announced that the commissioners had been in executive session from 8:30 a.m. – 9:15 a.m. for the purpose of discussing potential litigation pursuant to RCW 42.30.110(1)(i). He stated no final action was taken during executive session.

Commissioner Orange stated that this meeting is being recorded. He also indicated this meeting 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 then invited guests to participate in the Pledge of Allegiance.

APPROVAL OF MINUTES

Regular Meeting of August 22, 2023

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the August 22, 2023, regular meeting.

OPEN FORUM

Commissioner Orange asked if anyone had signed up to speak during open forum. CEO Marler stated that no one signed up in advance to provide virtual comment and that there was no one present who signed up to provide comment.

ACTION ITEMS

E-1 Approve Parties' Agreement to Settle Claims and Sign Consent Decree

CEO Marler presented the action item and discussed it with the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman, and carried unanimously, the Board of Commissioners approves the Parties' Agreement to Settle Claims and authorizes the CEO to sign the Consent Decree.

E-2 Approve Lease Agreement between the Port of Vancouver and Plastics NW, Inc.

Chrissy Lyons, Commercial and Industrial Sales Manager presented the action item and discussed it with the Commission. She answered questions from the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman, and carried unanimously, the Board of Commissioners approve and authorize the CEO to sign the Lease Agreement at 2851 and 2801 Section A NW Lower River Road between the Port of Vancouver USA and Plastics NW, Inc.

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.

CEO Marler noted that Kelly Walsh, Legal Counsel joined the meeting to fill in for the port's General Counsel, Lisa Lowe who needed to leave the meeting early.

ACCOUNTS PAYABLE

Scott Goodrich, Director of Finance & Accounting presented the action item as contained in the Commission's packet and discussed the recommendation with the Commission. No questions were asked from the Board.

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of August 2023 Vouchers 115377–

115751 in the amount of \$5,072,776.10 including Electronic Payments generated between 08/01/2023 – 08/31/2023 in the amount of \$578,361.42 and August 2023 Payroll Checks 51902195 – 51902196 and 51910608 – 51910609 and Payroll Direct Deposits 320001 – 320154 and 340001 – 340133 in the amount of \$755,503.31.

CEO REPORT

CEO Marler provided an update on pursuing solar opportunities as part of the port's Climate Action Plan. She stated the port team has met with Clark Public Utilities, tenants, and the Port of Camas-Washougal to discuss their solar project site. She shared that the Port of Vancouver's Centennial Industrial Building can support solar, and that new buildings at Terminal 1 will also be solar ready. She stated older buildings at the port will be assessed to see if they can support "rooftop solar" and indicated older buildings may also need additional electrical infrastructure to meet the needs for solar. Lastly, she stated the port is actively seeking grant opportunities to conduct these activities and other climate initiatives.

Project Updates

Mark Newell, Project Delivery Manager provided an update on several port projects, including:

- Berth 17 Rehabilitation Project
- Quayside Place ADA Sidewalk Ramp
- Port Administrative Building ADA Motorized Door Project
- 2023 Berth 13-14 Repairs
- Terminal 1 LPC Zoom Info Bldg. (Not Port Project)
- CIP Lot 2 Nu-Tech (Not Port Project)

COMMISSIONERS REPORTS

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

- Identity Clark County's 30 Year Celebration
- Finance and Marketing Update from port staff
- Labor Roundtable
- Regional Transportation Council

Commissioner LaBrant stated he attended the following event and provided a brief summary:

- Finance and Marketing Update from port staff
- Hispanic Metropolitan Chamber's Heritage Awards Gala
- Columbia Springs, Hooked on Nature Annual Fundraiser

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

- Columbia Springs, Hooked on Nature Annual Fundraiser
- Peace and Justice Fair
- Meeting with CEO Marler
- Finance and Marketing Update from port staff

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 Tuesday, September 26 at 9:30 a.m. She also highlighted several other upcoming community events.

She also reminded everyone of the ways they can communicate with the Commission. She stated there is a great deal of information available on the port's website and encouraged everyone to check it out.

WORKSHOP

2023 Strategic Plan Mid-Year Update Workshop

Chief Financial and Administrative Officer Elizabeth Gotelli provided a brief presentation on the key areas of progress of the Strategic Plan in the first half of 2023. She shared updates about the plan's Community, Economic Development, Environmental, and Organizational Goals.

She 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 the remainder of 2023 and into 2024.

He introduced Alex Strogon, Chief Commercial Officer, who updated the Board on the port's Marine and Commercial Goals and discussed market and commercial trends for the second half of 2023 and moving into 2024.

Chief Financial and Administrative Officer Elizabeth Gotelli concluded by stating that the PowerPoint presentation for this Strategic Plan update and all previous presentations can be found on the port's website.

SIGN DOCUMENTS

The Board signed documents at 10:56 a.m.

ADMINISTRATIVE UPDATE / WORK SESSION

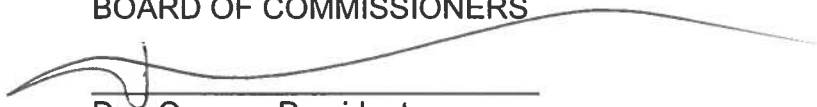
No administrative work session was held during this meeting.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, September 12, 2023, regular meeting was adjourned at 10:59 a.m. by Commissioner Orange.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Betsy Rogers, Administrative
Supervisor, September 12, 2023, Regular
Port of Vancouver USA Board of
Commission Meeting



Don Orange, President



Eric LaBrant, Vice President



Jack Burkman, Secretary