

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, November 14, 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 9:30 a.m., Tuesday, November 14, 2023, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

**OPENING REMARKS**

Commissioner Orange welcomed everyone to the commission meeting. He announced no executive session was held and that the meeting is being recorded. He stated 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 October 31, 2023**

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the October 31, 2023, regular meeting.

**OPEN FORUM**

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

**Don Steinke**

Mr. Steinke advocated for mid-sized solar projects in Clark County and suggested that we consider engineering needed on sites so when grants are available, we are ready.

**ACTION ITEMS**

**E-1 Approve 2024 Preliminary Budget**

Scott Goodrich, Director of Finance & Accounting 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 adopt the 2024 preliminary budget as presented.

## E-2 Approve Contracts with S&F Land Services LLC, Mackay Sposito Inc., and PBS Engineering and Environmental Inc. for On-Call Surveying Services

Greg Westrand, Project Manager 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 authorize the CEO to execute a contract with PBS Engineering and Environmental Inc., for a not-to-exceed amount of \$250,000; a contract with S&F Land Services, LLC, for a not-to-exceed amount of \$450,000; and a contract with MacKay & Sposito for a not-to-exceed amount of \$300,000 to perform on-call surveying and drafting services.

## 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

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 October 2023 Vouchers 116120 – 116462 in the amount of \$3,330,186.13 including Electronic Payments generated between 10/01/2023 – 10/31/2023 in the amount of \$871,942.95 and October 2023 Payroll Checks 51939154 - 51939157 and Payroll Direct Deposits 400001 – 400131 and 430001 – 430131 in the amount of \$696,577.96.

## CEO REPORT

### Project Updates

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

- Berth 17 Rehabilitation Project

- Terminal 3 Paving Project
- Terminal 1 Dock Demolition Project
- Terminal 1 LPC Zoom Info Bldg. (Not Port Project)

### State Legislative Priorities

Ryan Hart, Chief External Affairs Officer introduced Amber Carter who provided an update on the state's 2024 legislative priorities and what is anticipated to be discussed during this year's legislative session.

### Clark County Transportation Alliance 2024 Policy Statement

Ryan Hart, Chief External Affairs Officer discussed the 2024 policy statement with the Board.

### COMMISSIONERS REPORTS

Commissioner Burkman congratulated Commissioner Orange on his reelection to the board. He also stated he attended the following events and provided a brief summary:

- City of Vancouver's First Reading of Warehouse Moratorium Code
- Regional Transportation Council
- Clark College Pow Wow Event

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

- Clark College Pow Wow Event

Commissioner Orange encouraged people to vote. He also stated he attended the following events:

- Meetings with CEO Marler

### 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, November 28 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**

### **Workforce Partnership Update**

Mike Bomar, Director of Economic Development introduced the workshop and provide background information regarding workforce development at the port. He then introduced our partners from Workforce Southwest Washington and Clark College who provided additional information.

Alysa Joyner, Senior Project Manager for Manufacturing Work at Workforce Southwest Washington shared the organization's mission and their focus.

Ann Campbell, Director of Community, Continuing Education and Customized Training for Clark College discussed the college's customized training efforts and clean energy curriculum.

Director Bomar provided the presentation for Washington State University-Vancouver. He shared information on what the college is doing to advance workforce development.

## **SIGN DOCUMENTS**

The Board signed documents at 10:34 a.m.

## **ADMINISTRATIVE UPDATE / WORK SESSION**

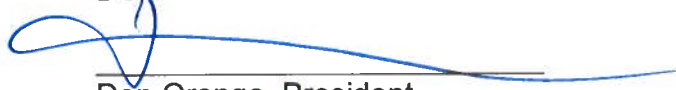
No administrative work session was held during this meeting.

## **ADJOURNMENT**

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, November 14, 2023, regular meeting was adjourned at 10:41 a.m. by Commissioner Orange.

Michelle Allan, Executive Services  
Manager, November 14, 2023, Regular  
Port of Vancouver USA Board of  
Commission Meeting

PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS



Don Orange, President



Eric LaBrant, Vice President



Jack Burkman, Secretary