

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, December 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, December 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
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
Scott Goodrich	Port Director of Finance & Accounting
Rachelle Askman	Port Communications Coordinator
Savannah Mitcham	Port Administrative Assistant
Heather Stebbings	Port Director of Communications
Julie Rawls	Port Community Relations Manager
Randy McCaleb	Port Contract 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
Katie Odem	Port Marketing Communications Manager
Page Phillips Strickler	Strategies 360
Jack Burkman	Community Member
Ron Morrison	TRPP
Don Steinke	Community Member
Gary Folkerts	Mackay Sposito

DeAnn Fields
Morningstar Jones
Eric Hale
Patty Page
Cager Clabaugh
Stephanie McClintock
Kathy McDonald

LiUNA
LiUNA
Community Member
ACE
ILWU Local 4
UGC
Community Member

APPROVAL OF MINUTES

Regular Meeting of November 26, 2019

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the November 26, 2019 regular meeting.

HOLIDAY CARD

Marketing Communications Manager Katie Odem introduced the port's 2019 Holiday Card. She thanked Strategies 360 for their work on the card and mentioned the port partnered with Rafter Severe, a local artist to assist in the artistic elements of the card.

OPEN FORUM

Commissioner Oliver invited comments from the audience.

Don Steinke, Community Member

Mr. Steinke discussed commodities and provided various links based on his discussion points.

Eric Hale, Community Member

Mr. Hale shared his thoughts regarding Vancouver Lake.

Cager Clabaugh, ILWU Local 4

On behalf of Local 4, Mr. Clabaugh thanked Commissioner Oliver for his many years of service.

No further public comments were received.

COMMISSIONER AND CEO COMMENTS

No comments were provided by the Commissioners or the CEO.

ACTION ITEMS

E-1 Approve Resolution 7-2019: Reconvey Vancouver Lake Tidelands

Commissioner Oliver stated port staff published the initial Resolution and after further due diligence, the Resolution was updated to maintain ownership of the tidelands the port currently uses.

CEO Marler shared some additional information and then introduced Real Estate Manager Kathy Holtby who presented the action item and discussed the recommendation with the commission. All questions were answered.

Commissioner Oliver asked if anyone in the audience would like to address the commission on this agenda item.

Don Steinke, Community Member

Mr. Steinke inquired about the deed. CEO Marler and Legal Counsel Lowe responded to his question.

No additional public comments were received.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approve Resolution 7-2019 to reconvey Vancouver Lake Tidelands back to the State of Washington and delegate authority to the Port of Vancouver USA's CEO to execute all required documents and Quit Claim Deed.

E-2 Approve Resolution 8-2019: Sell and Convey Port Property

Director of Finance & Accounting Scott Goodrich presented the action item and discussed the recommendation with the commission. All questions were answered.

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 and adopt the attached Resolution 8-2019 authorizing the CEO to sell and convey port district property as adjusted annually per RCW 53.08.090.

E-3 Approve 2020 CEO Compensation

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

Commissioner LaBrant provided some background on the process the port went through.

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 Oliver, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners establishes 2020 salary compensation for the CEO as \$223,313.79 and establishes a monthly automobile allowance of \$500.00.

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 November 2019 Vouchers 098509 - 098864 in the amount of \$10,886,500.68 including Electronic Payments generated between 11/01/2019 – 12/01/2019 in the amount of \$9,192,202.68 and November 2019 Payroll Check 51169897

and Payroll Direct Deposits 450001 - 450127 and 470001 - 470127 in the amount of \$595,340.19.

CEO REPORT

Project Updates

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

- Terminal 1 – Ground Improvements
- 2019 Berth Repairs
- BL2400 – Tenant Improvements

CEO Marler shared that the December 24th board meeting will not be held. She also shared a couple of comments to show appreciation to Commissioner Oliver.

COMMISSIONER REPORTS

Commissioner Orange reported attending the following:

- Met with a couple of folks including CEO Marler
- Thanked Commissioner Oliver for his service

Commissioner LaBrant reported attending the following:

- Greater Portland Inc. Event
- Our Heroes Place Ribbon Cutting
- Thanked Commissioner Oliver for his service

Commissioner Oliver shared his thoughts on his time with the Port of Vancouver. He stated his role has been one of the most satisfying roles he has served in his life. He shared his thoughts about the climate. He also thanked the port and port team for all the efforts for the good of the community.

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 January 14, 2020 at 8:30 a.m. She highlighted several upcoming community events and the Port Christmas Ships event on December 19, 2019 from 6-8 p.m. at Warehouse '23. She also mentioned that the port offices will be closed on December 25, 2019 and January 1, 2020.

RECESS

The regular meeting was recessed from 10:04 a.m. until 10:15 a.m. to sign documents and prepare for the workshop.

WORKSHOP

Commissioner Appreciation

Commissioner Oliver reopened the meeting at 10:15 a.m. for the Commissioner Appreciation workshop.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, December 10, 2019 regular meeting was adjourned at 10:46 a.m. by Commissioner Oliver.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, December 10, 2019, Regular
Port of Vancouver USA Board of
Commission Meeting

Jerry Oliver, President



Don Orange, Vice President



Eric LaBrant, Secretary