

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, December 13, 2022**

CALL TO ORDER

Commission President Burkman 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, December 13, 2022, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner Burkman welcomed everyone to the commission meeting. He announced that 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 November 22, 2022

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the November 22, 2022, regular meeting.

APPROVAL OF MINUTES

Special 3-Ports Meeting of November 29, 2022

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the November 29, 2022, Special 3-Ports Meeting.

Holiday Card

Katie Odem, Marketing Communications Manager introduced this year's Holiday Card. She thanked the port's consultant CMD for their work on the project and invited everyone to share the card.

OPEN FORUM

Commissioner Burkman stated that the agenda invited public comment but indicated no community members registered in advance to provide virtual oral comments. He confirmed that there was no one present who signed up to provide comment.

ACTION ITEMS

E-1 Approve First Amendment to Lease between the Port of Vancouver USA and Boeki USA, LLC

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 Orange and carried unanimously, the Board of Commissioners approve First Amendment to Lease between the Port of Vancouver USA and Boeki USA, LLC.

E-2 Approve Second Amendment to Lease between the Port of Vancouver USA and Marks Design and Metal Works, LLC

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 Orange and carried unanimously, the Board of Commissioners approve Second Amendment to Lease between the Port of Vancouver USA and Marks Design and Metal Works, LLC.

E-3 Approve Resolution 11-2022: Sell and Convey Port Property

Scott Goodrich, Director of Finance and Accounting presented the action item and discussed it with the commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve Resolution 11-2022: Sell and Convey Port Property as presented.

E-4 Approve Chief Executive Officer Compensation

Jonathan Eder, Director of Human Resources presented the action item and discussed it with the commission. He answered questions from the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners establishes 2023 salary compensation for the CEO as \$259,596 annually and establishes a monthly automobile allowance of \$500.

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

Director of Finance and Accounting Scott Goodrich presented the action item as contained in the Commission's packet and discussed the recommendation with the Board. He answered questions from the Board.

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 2022 Vouchers 111893 – 112272 in the amount of \$14,497,647.88 including Electronic Payments generated between 11/01/2022 – 11/30/2022 in the amount of \$11,103,433.44 and November 2022 Payroll Check 51776420 and Payroll Direct Deposits 450001 – 450126 and 470001 – 470127 in the amount of \$662,409.93.

CEO REPORT

Project Updates

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

- Terminal 1 LPC Zoom Info Bldg. (Not Port Project)
- Terminal 2 Berths 3 & 4 Upland Paving Project
- Terminal 4 Bank Stabilization
- Berth 17 Rehabilitation Project
- NW 35th Circle Extension
- Parcel 3 Berm Landscape Maintenance
- Building 2565 Fire System Replacement
- 2022 Fire System Flushing
- Backflow Prevention on Kotobuki Way
- Building 3201 Roof Repair

WPPA Annual Meeting

Last week at its annual meeting, the WPPA Board of Trustees voted to hire Eric ffitch as the new executive director. Prior to joining the association, Mr. ffitch worked with the Port of Seattle.

December 27 Regular Commission Meeting

CEO Marler indicated that at this time, the port has no business to come before the board on December 27, 2022. With the Board's support, she suggests not holding that meeting.

COMMISSIONERS REPORTS

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

- WPPA Annual Conference

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

- City Council Meeting
- Labor Potluck Dinner
- Chamber Breakfast

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

- WPPA Annual Conference
- Port of Vancouver Employee Association Holiday Event
- Bi-State Legislative Committee on the Interstate Bridge Replacement Program
- Regional Transportation Council – Appointed Vice Chair

Commissioner Burkman provided additional details regarding the Clark County Transportation Alliance 2023 Policy Statement that was discussed during both the Regional Transportation Council meeting and at the Vancouver City Council Workshop. He indicated that this statement includes six projects of particular interest to the City of Vancouver and added that two of those projects are especially important to the port, the I-5 bridge replacement and influence area improvements, and the Northwest 32nd Avenue industrial corridor. He indicated the port's recent legislative agenda workshop is consistent with the Alliance's 2023 Policy Statement, and he is pleased to see that other organizations in Southwest Washington are in support of this too.

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 scheduled for Tuesday, January 10, 2023, will begin at 9:30 a.m. She also highlighted several other upcoming community events.

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

WORKSHOP

No workshop was held during this meeting.

SIGN DOCUMENTS

The Board signed documents at 10:27 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 8, 2022, regular meeting was adjourned at 10:32 a.m. by Commissioner Burkman.

Betsy Rogers, Administrative
Supervisor, December 12, 2022 Regular
Port of Vancouver USA Board of
Commission Meeting

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS



Jack Burkman

President



Don Orange,

President

vice



Eric LaBrant,

Secretary