

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, February 13, 2024**

CALL TO ORDER

Commission President LaBrant 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, February 13, 2024, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner LaBrant 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 January 23, 2024

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the January 23, 2024, regular meeting.

OPEN FORUM

Commissioner LaBrant asked if anyone had signed up to speak during open forum. Executive Services Manager Michelle Allan stated no one signed up in advance to provide virtual oral comments and confirmed that there was no one present who signed up to provide comment.

ACTION ITEMS

E-1 Approve Lease Agreement between the Port of Vancouver and 360 Sheet Metal LLC

Chrissy Lyons, Commercial & Sales Manager presented the action item and discussed it with the Commission.

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners authorize the CEO to sign the lease

agreement between the Port of Vancouver USA and 360 Sheet Metal LLC at BL3300 Section A, NW 32nd Ave.

E-2 Approve Contract Amendment with WSP Consulting Engineers for Terminal Rehabilitation Improvement Program Consultant Design Services

Kent Cash, Chief Operations Officer presented the action item and discussed it with the Commission.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract amendment with WSP Consulting Engineers for \$636,588, including applicable Washington State Sales Tax, for a total not-to-exceed amount of \$3,358,588 for design services for the Terminal Rehabilitation Improvement Program.

E-3 Approve Contract with PBS Engineering and Environmental Inc. for Consultant Design Services for Renaissance Trail Segments Four and Five

Josh Pope, Project Manager presented the action item and discussed it with the Commission.

On motion by Commissioner Orange, 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 total not-to-exceed amount of \$405,814.90 for Segment Four and \$405,814.90 for Segment Five to perform design and consulting services for the extension of the Renaissance Trail, Segments Four and Five.

E-4 Approve Public Works Contract for Bid 23-61: Terminal 1 – Bulkhead Wall and Ground Improvements

Greg Westrand, Senior Project Manager presented the action item and discussed it with the Commission.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with Advanced American Construction, the lowest responsive and responsible bidder, for Bid 23-61: Terminal 1 – Bulkhead Wall and Ground Improvements, in the amount of \$11,735,292.09 including Washington State sales tax.

E-5 Approve Contract Amendment with KPFF Inc. for Engineering Design & Permitting Services for the Demolition and Replacement of Terminal 1 Dock Structures

Mark Newell, Project Delivery Manager presented the action item and discussed it with the Commission.

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract amendment of \$636,527 with KPFF Inc., to perform engineering design, and permitting services for the demolition and replacement of Terminal 1 dock structures for a total not-to-exceed amount of \$3,264,885.

UNFINISHED BUSINESS

Port Contracts Logs

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

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of January 2024 Vouchers 117334 – 117885 in the amount of \$7,795,435.24 including Electronic Payments generated between 01/01/2024 – 01/31/2024 in the amount of \$509,484.99 and January 2024 Payroll Direct Deposits 20001 – 20129 and 40001 – 40127 in the amount of \$711,207.09.

CEO REPORT

Project Updates

Patty Boyden, Director of Environmental Services, provided an update on the Swan & Cadet Cleanup project including:

- Final Remedy Approval
- Historical Background
- Treatment Systems
- Next Steps

Federal Legislative Priorities

Ryan Hart, Chief External Affairs Officer introduced the port's federal lobbyist, Dale Learn with Gordon Thomas Honeywell. Mr. Learn joined the meeting virtually and shared his general thoughts on what is happening in congress. He presented the port's 2024 Draft Federal Legislative Priorities. Mr. Learn also answered questions from the Board.

COMMISSIONERS REPORTS

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

- Washington Public Ports Association Port Day

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

- Regional Transportation Council Meeting
- Washington Public Ports Association Port Day
- Interstate Bridge Planning Meetings
- Meeting with CEO Marler

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

- Columbia River Economic Development Council Annual Investor Event
- Washington Public Ports Association Port Day

UPCOMING EVENTS

A list of upcoming events was displayed on the screen for viewers to see staff activities and community meetings. Executive Services Manager Allan stated the next commission meeting would be held on Tuesday, February 27, 2024, at 9:30 a.m. She also highlighted several other upcoming community events.

In addition, she 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

No workshop was held during this meeting.

SIGN DOCUMENTS

The Board signed documents at 10:47 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, February 13, 2024, regular meeting was adjourned at 10:56 a.m. by Commissioner LaBrant.

Karla Hiler, Administrative Assistant,
February 13, 2024, Regular
Port of Vancouver USA Board of
Commission Meeting

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS



Eric LaBrant, President

Jack Burkman, Vice President

Don Orange, Secretary