

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, September 23, 2025**

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, September 23, 2025, at the C-TRAN Administration Building, 10600 NE 51st Circle, Vancouver WA 98682.

OPENING REMARKS

Commissioner Burkman welcomed everyone to the commission meeting. He announced no executive session was held and that the meeting is being recorded. He stated that the meeting is being conducted in a hybrid format, allowing both in-person and virtual participation via Zoom for those wishing to provide oral comments. Commissioner Burkman then invited guests to participate in the Pledge of Allegiance.

APPROVAL OF MINUTES

Regular Meeting of September 9, 2025

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approved the minutes of the September 9, 2025 regular meeting.

Community Fund Update

CEO Marler welcomed Julie Rawls, Community Relations Manager to introduce two of this year's port Community Fund Program recipients prior to their presentations.

Community Relations Manager Julie Rawls reminded the Board that part of the port's Community Fund Program is to invite the recipients to come and share with the Board the partnerships they have with the port and how their project supports the port's mission of creating economic benefit for the community and beyond.

Vancouver Bee Project

Kyle Roslund, founder of the Vancouver Bee Project, thanked the Port for their partnership and their support in making the 2025 Pollinator Festival possible. Despite rain, the event drew 2,500 attendees, 75+ volunteers, 40 vendors, activities, and professional talks, while also celebrating Vancouver becoming a Bee City USA. Commissioners thanked Kyle for his work.

The Historic Trust Small Business Incubator

Carol Ross, Development and Outreach Manager, began by thanking the port for their support of this new program. She highlighted the history of Providence Academy and the launch of the 2025 Small Business Incubator Program supported by the port's community fund. The program offers lease assistance, mentorship, and business planning, and has welcomed two tenants, with more applicants pending. Future goals include adding more spaces, preserving the building, and strengthening community engagement. The commissioners thanked the Historic Trust for its work with small businesses.

OPEN FORUM

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

ACTION ITEMS

E-1 Approve Contract for Public Works Bid 25-57: Berth 5 Maintenance

Josh Pope, Project Manager presented the action item to the commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract with Advanced American Construction, the lowest responsive and responsible bidder, for Bid 25-57: Berth 5 Maintenance project in the amount of \$1,833,600, plus applicable Washington State sales tax.

UNFINISHED BUSINESS

No unfinished business was discussed.

NEW BUSINESS

No new business was discussed.

CEO REPORT

CEO Marler reported she was on a marketing trip over the past couple weeks.

COMMISSIONERS REPORTS

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

- Labor Roundtable
- Jazz in the Park

- Vancouver Peace and Justice Fair
- Habitat for Humanity New Store Ribbon Cutting
- Habitat for Humanity Breakfast Fundraiser
- Pearson Airfield Centennial Celebration

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

- Port Tour
- Habitat for Humanity New Store Ribbon Cutting
- Hispanic Heritage Gala
- Vancouver Peace and Justice Fair

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

- Vancouver Peace and Justice Fair
- Pacific Northwest Waterways Association monthly meeting

UPCOMING EVENTS

A list of upcoming events was displayed on the screen to highlight staff activities and community meetings. CEO Marler stated the next commission meeting will be held on October 14, 2025, at 9:30 a.m. at the C-Tran Administrative Building, located at 10600 NE 51st Circle, Vancouver, WA 98682. She also highlighted 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

Mid-Year Strategic Plan and Financial & Commercial Update

Chief Economic Strategy Officer Mike Bomar provided a brief presentation on the key areas of progress of the Strategic Plan in the first half of 2025. He shared updates about the plan's External Affairs, Economic Development, Environmental, Organizational, and Marine/Commercial goals.

He introduced Scott Goodrich, Chief Financial Officer, to present the financial update. Scott discussed the port's financial goals and provided a mid-year financial update. In addition, he presented key highlights of 2024 vs 2025 and gave a brief look ahead to 2026. He answered questions from the Board.

SIGN DOCUMENTS

The Board signed documents at 10:41 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 23, 2025, regular meeting was adjourned at 10:46 a.m. by Commissioner Burkman.

Betsy Rogers, Executive Assistant,
September 23, 2025, Regular Port of
Vancouver USA Board of
Commission Meeting

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS



Jack Burkman, President



Don Orange, Vice President



Eric LaBrant, Secretary