

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, November 18, 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, November 18, 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 October 28, 2025

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners approved the minutes of the October 28, 2025 regular meeting.

Community Fund Update – Vancouver GoFest Celebration 2025

CEO Julianna Marler welcomed Julie Rawls, the port's Community Relations Manager to the podium to introduce one of this year's port Community Fund Program recipients prior to their presentation.

Community Relations Manager Julie Rawls provided an overview of Vancouver GoFest Celebration and welcomed John Park, Managing Director and Erin Landers, Art Director to share more about the event.

John Park highlighted Vancouver GoFest Celebration's strong economic and tourism impact and presented an overview of the celebration. He noted that the passport program successfully drove foot traffic to Main Street businesses with participation from local businesses and vendors. The event drew over 10,000 attendees including many visitors from outside the region. John spoke about continued growth potential, particularly with future waterfront and public market development, and thanked the port for its support.

OPEN FORUM

CEO Marler 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.

PUBLIC HEARING: 2026 FINAL BUDGET – ACTION ITEMS E-1 AND E-2

Commissioner Burkman opened the public hearing on the proposed 2026 Final Budget for the Port of Vancouver. The notice of public hearing was published as required by statute. Since action items E-1 and E-2 pertain to the budget the commission requested the action items be read prior to public comment.

Scott Goodrich, Chief Financial Officer presented action items E-1 and E-2.

Commissioner Burkman asked if anyone in the audience would like to provide comment on the proposed 2026 Final Budget

No one responded and Commissioner Burkman closed the public hearing.

ACTION ITEMS

E-1 Approve Resolution 5-2025: Authorizing an Increase in Regular Tax Levy

Scott Goodrich, Chief Financial Officer, presented the action item and discussed the resolution with the commissioners. On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approves and executes Resolution 5-2025, authorizing an increase in the regular tax levy.

E-2 Approve Resolution 6-2025: Adoption of 2026 Final Budget

Scott Goodrich, Chief Financial Officer, presented the action item and discussed the resolution with the commissioners. On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approves and executes Resolution 6-2025, adopting the 2026 Final Budget in the amount of \$117,190,334.

E-3 Approve Contract with RSM US LLP for Enterprise Resource Planning (ERP) System Implementation Services

Scott Goodrich, Chief Financial Officer, presented the action item and discussed it with the commissioners. On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract with RSM US LLP for ERP implementation services, in an amount not to exceed \$3,317,222.50, not including Washington State Sales Tax.

E-4 Approve Second Amendment to Lease between the Port of Vancouver USA and Vancouver Bulk Terminal LLC

Angie Hanslovan, Real Estate Specialist, presented the action item. On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve and authorize the CEO to execute the Second Amendment to Lease at 2701 NW Harborside Drive between the Port of Vancouver USA and Vancouver Bulk Terminal LLC.

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 website. No questions were asked by the Board.

No additional unfinished business was considered.

NEW BUSINESS

No new business was discussed.

ACCOUNTS PAYABLE

Nick McEntire, Accounting Manager, presented the action item as contained in the Commission's packet and discussed the recommendation with the Commission.

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 October 2025 Vouchers 125260-125771 in the amount of \$6,778,770.78 including Electronic Payments generated between 10/01/2025-10/31/2025 in the amount of \$1,610,220.00 and October 2025 Direct Deposits 410001-410133 and 430001-430135 in the amount of \$783,359.48.

CEO REPORT

Project Updates

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

- Trail Segments 4 & 5

- Berth 13 & 14 Improvement Project
- Berth 7 Rehabilitation and Maintenance
- Terminal 1 Dock Replacement

He answered questions from the commissioners.

COMMISSIONERS REPORTS

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

- CREDC presentation to Clark County Council
- CREDC Investor Meet and Greet
- Labor Roundtable
- Clark College 2025 Powwow
- Veteran's Day Parade
- Clark College Foundation Dinner

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

- Clark College 2025 Powwow
- Veteran's Day Parade

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

- Clark College 2025 Powwow
- Regional Transportation Council Meeting

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 Tuesday, December 16, 2025, and noted the start time has been changed to 1:00 p.m at the C-Tran Administrative Building, located at 10600 NE 51st Circle, Vancouver, WA 98682. She then 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

No workshop was held during this meeting.

SIGN DOCUMENTS

The Board signed documents at 10:36 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 18, 2025, regular meeting was adjourned at 10:44 a.m. by Commissioner Burkman.

Karla Hiler, Administrative Supervisor,
November 18, 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