

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, May 14, 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, May 14, 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. 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 April 9, 2024

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the April 9, 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 Port of Vancouver USA and Sigma DG Corporation

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

Lease Agreement at 2801 Section B2 and C NW Lower River Road between the Port of Vancouver USA and Sigma DG Corporation.

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 Burkman, seconded by Commissioner Orange and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of April 2024 Vouchers 118571 – 119002 in the amount of \$4,792,465.08 including Electronic Payments generated between 04/01/2024 – 04/30/2024 in the amount of \$967,037.39 and April 2024 Payroll Checks 52011229 – 52011232 and 52016632 – 52016633 and Payroll Direct Deposits 150001 – 150128 and 170001 – 170134 in the amount of \$742,605.21.

CEO REPORT

Project Updates

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

- Terminal 1 Dock Bulkhead Wall Project
- Terminal 1 LPC Zoom Info Bldg. (Not Port Project)
- Boise Cascade Pathway Improvements
- Trench Pump Station Retrofit
- BL3300 Space B Axiom Packaging (Not Port Project)

- BL3300 Demising Wall Project

COMMISSIONERS REPORTS

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

- Met with CEO Marler
- Port's Lecture Series: "The Mighty Columbia – Our Working River"

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

- Met with CEO Marler
- Port's Lecture Series: "The Mighty Columbia – Our Working River"
- Labor Roundtable
- Interstate Bridge Planning Meetings
- Native American Parent Association Powwow
- Pacific Northwest Waterways Association Monthly Membership Meeting
- Regional Transportation Council Meeting

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

- Port Lecture Series: "The Mighty Columbia – Our Working River"
- Labor Roundtable
- Port Tour

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, May 28, 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 10:10 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, May 14, 2024, regular meeting was adjourned at 10:19 a.m. by Commissioner LaBrant.

Betsy Rogers, Administrative
Supervisor, May 14, 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