

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, July 9, 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, July 9, 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 June 11, 2024

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the June 11, 2024, regular meeting.

Celebrate Freedom Program

Temple Lentz, President/CEO of the Historic Trust provided an update on Celebrate Freedom programs, upcoming events, and new activities. She expressed appreciation to the port for its continued support with the Celebrate Freedom program.

CEO Marler thanked Temple Lentz for her presentation and for her continued efforts at preserving history.

OPEN FORUM

Commissioner LaBrant 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 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 Western Partitions, Inc.

Chrissy Lyons, Director of Industrial Business presented the action item and discussed it with the Commission. She answered questions from the Board.

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners authorize the CEO to sign the First Amendment to Lease at 2001 Kotobuki Way between the Port of Vancouver USA and Western Partitions, Inc.

E-2 Approve First Amendment to the Purchase and Sale Agreement for Tax Parcels 152804-000 and 986029-240

Mike Schiller, Director of Business Development presented the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to sign the First Amendment to the Purchase and Sale Agreement between the Port of Vancouver USA and Hickey Family Company and to execute all actions necessary to complete the transfer of the property from the seller to the port.

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. She also noted that due to upcoming legislative changes to RCW 39.04 there will be a change in the Public Works contract log reporting. 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 actions item as contained in the Commission's packet and discussed the recommendation with the Commission.

H-1 May Accounts Payable

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of May 2024 Vouchers 118852 – 119499 in the amount of \$7,105,028.00 including Electronic Payments generated between 05/01/2024 – 05/31/2024 in the amount of \$4,225,088.43 and May 2024 Payroll Checks 52022655 – 52022656 and Payroll Direct Deposits 190001 – 190133 and 210001 – 210138 in the amount of \$778,537.33.

H-2 June Accounts Payable

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously That the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of June 2024 Vouchers 119360 – 119746 in the amount of \$4,052,265.20 including Electronic Payments generated between 06/01/2024 – 06/28/2024 in the amount of \$851,963.01 and June 2024 Payroll Checks 52033844 and 52040421 and Payroll Direct Deposits 230001 – 230136 and 250001 – 250134 in the amount of \$739,462.18.

CEO REPORT

Environmental Project Updates

Matt Harding, Environmental Project Manager introduced Kyle Roslund with the Vancouver Bee Project and Jamie Beyer with Great Western Malting.

Kyle Roslund, Founder of Vancouver Bee Project, presented and discussed the overall efforts of Vancouver Bee Project and their three-pillar approach to supporting pollinators. The Vancouver Bee Project focuses on education, advocacy, and habitat. Kyle spoke about opportunities to identify and protect habitats and create new habitats to support pollinators.

Jamie Beyer, Production Planner with Great Western Malting presented her efforts of creating a meadow project at Great Western Malting which is a port tenant.

Matt Harding discussed the ports efforts and partnership with Vancouver Bee Project. He thanked the efforts of Kyle Roslund, Jamie Beyer, and community volunteers and answered questions from the Board.

COMMISSIONERS REPORTS

Commissioner Orange stated he enjoyed today's session and valued the time they have together to discuss important matters.

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

- Regional Transportation Council Meeting
- Regional Transportation Planning Meetings
- Interstate Bridge Replacement Program Meetings
- 2024 Business Leaders Regional Transportation Summit
- Met with CEO Marler
- Port Tour

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

- 30th Anniversary Celebration for Leadership Clark County
- Labor Roundtable
- Columbia River Economic Development Council Board Meet and Greet
- Washington Public Ports Association – Finance Seminar
- Port Tour – ILWU Retirees

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 would be on July 23rd will be cancelled and the next meeting will be held on Tuesday, August 13, 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.

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, July 9, 2024, regular meeting was adjourned at 10:53 a.m. by Commissioner LaBrant.

Betsy Rogers, Executive Assistant,
July 9, 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