

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, November 12, 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, November 12, 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 October 22, 2024

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the October 22, 2024, regular meeting.

Community Fund Update – Ke Kukui Foundation and 4 Days of Aloha

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 presentations.

Community Relations Manager Julie Rawls provided an overview of Ke Kukui Foundation and 4 Days of Aloha and welcomed Shay Kealoha and Io Eltagonde to share more about the festival.

Ke Kukui Foundation's Board President, Shay Kealoha and Board Member Io Eltagonde presented an overview of the Foundation's mission, and their efforts to make Hawaiian traditions accessible to the community. The Four Days of Aloha is an annual event which draws attendees nationwide and offers an immersive experience with Hawaiian cultural practices, traditional foods, arts, and crafts. Shay highlighted the festival's economic impact on the local community. The 2025 festival is scheduled for July 24-27. They closed by thanking the port for its support in making their program possible.

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 2025 Preliminary Budget

Scott Goodrich, Chief Financial 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 adopt the 2025 preliminary budget as presented.

E-2 Approve Second Amendment to Lease between the Port of Vancouver USA and Boise Cascade Building Materials Distribution, LLC

Chrissy Lyons, Director of Industrial Business 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 sign the Second Amendment to Lease between the Port of Vancouver USA and Boise Cascade Building Materials Distribution, LLC.

E-3 Approve the First Amendment to the Lease and Consent to Assignment Between the Port of Vancouver USA and Metro Metals Tacoma, LLC

Chrissy Lyons, Director of Industrial Business 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 approve the First Amendment to the Lease and Consent to Assignment Between the Port of Vancouver USA and Metro Metals Tacoma, LLC at 2401 St. Francis Way, Vancouver and authorize the Chief Executive Officer to sign the Lease.

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. No questions were asked by the Board.

No additional unfinished business was considered.

NEW BUSINESS

No new business was discussed.

ACCOUNTS PAYABLE

Scott Goodrich, Chief Financial Officer 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 that the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of October 2024 Vouchers 121045 - 121435 in the amount of \$5,347,260.05 including Electronic Payments generated between 10/01/2024-10/31/2024 in the amount of \$1,426,722.42 and October 2024 Payroll Checks 52084423 and 52090693-52090694 and Direct Deposits 410001-410134 and 430001-430134 in the amount of \$759,710.73.

CEO REPORT

Project Updates

Joel Fairchild, Project Manager provided an update on port projects including:

- Terminal 1 Dock Bulkhead Wall Project
- Terminal 4 Pond Improvements
- Priority Paving Project No. 1
- Building 3209 Office Demo and Warehouse Improvements

CEO Report

Julianna Marler, CEO stated she attended the following events and provided a brief summary:

- American Association of Port Authorities Conference

COMMISSIONERS REPORTS

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

- Met with CEO Marler
- Port of Vancouver Maintenance Shop Tour

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

- Interstate Bridge Replacement Program Meetings
- Washington State University Vancouver Scholarship Recognition Reception
- Regional Transportation Council Meeting
- Identity Clark County – 2024 Learn Here Project
- Clark College 2024 Powwow

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

- Labor Roundtable
- Washington State University Vancouver Scholarship Recognition Reception
- Met with Vancouver Interim Police Chief Troy Price
- Veteran's Day parade

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, November 26, 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 10:12 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 12, 2024, regular meeting was adjourned at 10:17 a.m. by Commissioner LaBrant.

Betsy Rogers, Executive Assistant,
November 12, 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