PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, November 13, 2018

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 13, 2018 at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner LaBrant welcomed everyone and invited guests to participate in the Pledge of Allegiance.

Meeting attendees included:

Eric LaBrant	Port Commission President
Jerry Oliver	Port Commission Vice President
Don Orange	Port Commission Secretary
Julianna Marler	Port CEO
Michelle Allan	Port Executive Services Manager
Alicia Lowe	Port Legal Counsel
Kent Cash	Port Chief Operations Officer
Elizabeth Gotelli	Port Chief Financial and Administrative Officer
Scott Goodrich	Port Director of Finance & Accounting
Brooke Crutcher	Port Tenant Services Coordinator
Abbi Russell	Port Communications Manager
Magan Reed	Port Communications & Digital Media Specialist
Julie Rawls	Port Community Relations Specialist
Randy McCaleb	Port Contracts Manager
Rick Cline	Port Contracts Manager
Collin Hayden	Port Project Manager
Mike Bomar	Port Director of Economic Development
Terry Oliver	Community Member
J. Marc Johnson	Community Member
Jeff Hartung	PNWRCC
Aron Gray	PNWRCC
Ron Morrison	TRPP
Cager Clabaugh	ILWU Local 4
Ralph Edwards	Community Member
Carrie Parks	Community Member

APPROVAL OF MINUTES

Regular Meeting of October 23, 2018

On motion by Commissioner Orange, seconded by Commissioner Oliver and carried unanimously, the Board of Commissioners approve the minutes of the October 23, 2018 regular meeting.

OPEN FORUM

Commissioner LaBrant invited comments from the audience.

Ralph Edwards, Community Member

Mr. Edwards shared his thoughts on dredging in the Columbia River.

Ron Morrison, TRPP

Mr. Morrison shared his concerns regarding Vancouver Lake.

No further public comments were received.

COMMISSIONER AND CEO COMMENTS

Commissioner Orange responded to comments regarding dredging of the Columbia River and Vancouver Lake.

Commissioner Oliver stated the Port of Vancouver has an excellent working relationship with the Army Corps of Engineers and works with that agency to manage the Columbia River. He also discussed Vancouver Lake.

Commissioner LaBrant also discussed the Columbia River and the desire to work with other ports and agencies.

CEO Marler echoed what the board stated. She also stated working with other ports and agencies is important and the port will continue to do so for a long-term strategy.

No further comments were provided by the Commissioners or CEO.

ACTION ITEMS

Approve 2019 Preliminary Budget

Director of Finance & Accounting Scott Goodrich presented the action item and discussed the recommendation with the commission. He and CEO Marler answered questions by the board and the community.

Terry Oliver, Community Member

Mr. Oliver inquired about the dark fiber initiative identified in the preliminary budget.

Ron Morrison, TRPP

Mr. Morrison stated the port should consider the 1% increase as allowed by law. He also stated properties have increased and with inflation it makes good business sense.

All questions were answered and no additional public comments were received.

On motion by Commissioner Oliver, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners adopts the 2019 preliminary budget as presented.

UNFINISHED BUSINESS

Port Contracts Logs

The Commissioners reviewed the port contracts logs. CEO Marler reminded everyone that the contracts logs are available on the port's website.

No additional unfinished business was considered.

NEW BUSINESS

No new business was considered at this time.

ACCOUNTS PAYABLE

Director of Finance & Accounting Scott Goodrich presented the staff report as contained in the agenda packet and answered questions from the commission.

On motion by Commissioner Oliver, seconded by Commissioner Orange, and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of October 2018 Vouchers 093041 - 093479 in the amount of $3,930,618.10 including Electronic Payments generated between 10/01/2018 – 10/31/2018 in the amount of $1,150,379.82 and October 2018 Payroll Checks 50820200 - 50820201 and Direct Deposits 400001 – 400122 and 430001 – 430124 in the amount of $548,538.46.

CEO REPORT

Project Updates

Project Manager Collin Hayden provided an update on the following projects:

- Maintenance Dredging
- Capital Dredging
- Trail Segment 2
- Building 2501 & 2480 Roofing Project
- Building 2701 Recladding

COMMISSIONER REPORTS

Commissioner Orange reported attending the following:

- Lions Club presentation

He stated this week he will give a presentation to the Fairway Village Neighborhood. He thanked all veterans for their service. He also referenced the fires in California and extended his thoughts to those effected by the situation there.

Commissioner Oliver reported attending the following:

- Met with CEO Julianna Marler

He thanked all veterans for their service.

Commissioner LaBrant reported attending the following:

- Brush Prairie Neighborhood Association meeting regarding rail development
- Met with CEO Julianna Marler

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 regular commission meeting would be held on November 27. She highlighted several upcoming community events.

RECESS

The regular meeting was recessed at 10:25 a.m. to sign documents and prepare for the workshops.

WORKSHOPS

Environmental Update – Mitigation Bank

Commissioner LaBrant reopened the meeting at 10:38 a.m. for a workshop on the Mitigation Bank. Environmental Project Manager Matt Harding welcomed everyone and led the Mitigation Bank workshop. He introduced Victor Woodward and his partner, Zach Woodward who manage the bank. Mr. Woodward stated the partnership has been a long one and stated the project has been a great one. He shared the history of the project and answered questions by the board.

The workshop concluded at 11:08 a.m.

New Commodity Evaluation

Director of Environmental Services Patty Boyden welcomed everyone and led the New Commodity Evaluation workshop at 11:08 a.m. She highlighted environmental considerations. Questions were answered both by Director of Environmental Services Patty Boyden and Environmental Program Manager Mary Mattix. Safety, Risk and Emergency Manager Scott Ouchi discussed safety considerations.

The workshop concluded at 11:37 a.m.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, November 13, 2018 regular meeting was adjourned at 11:37 a.m. by Commissioner LaBrant.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Eric LaBrant, President

Jerry Oliver, Vice President

Don Orange, Secretary

Michelle Allan, Executive Services Manager, November 13, 2018, Regular Port of Vancouver USA Board of Commission Meeting