

## Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday May 2, 2019 at the City of Cascade Locks Council Chambers, Cascade Locks, OR 97014.

- 1) **Commission meeting called to order:** CP Groves called the meeting to order at 6:00pm.
  - **Pledge of Allegiance**
  - **Roll Call:** Commissioners Groves, Bump, Lorang and Caldwell and Stipan were present.  
**Others Present:** GM Paul Koch, DGM Kaganova(DGM Kaganova), Accounting Specialist Melissa Warren, Secretary Sally Moore, Government Relations Director Mark Johnson, Butch Miller, Bridge of the Gods Manager Ryan Vollans, Port Attorney Tommy Brooks and Camera Operator Marianne Bump.
  - **Modification, Additions & changes to the agenda:** GM Koch removed Item 3a. from the agenda as City Administrator Gordon Zimmerman was not in attendance. GM Koch added 3d., a status report on the Build Grant from DGM Kaganova.
  - **Declaration of Potential Conflicts of Interest:** - None
- 2) **Public Comment (Speakers may be limited to three (3) minutes – None**
- 3) **Special Presentations & Reports by outside resources, staff & Government Officials**
  - a. **Status update on Legislation & Government Relations** - Government Relations Director Mark Johnson stated that on May 15, the State Economist will tell the state how the budget is going, and the Port will soon know about its requests. Mark noted some Port staff went to Salem last Thursday for the Oregon Public Ports Association meeting (OPPA). Mark stated it was a good experience and he added that GM Paul Koch was honored on the Senate Floor for his many years of outstanding service with the state, cities and communities. Paul was also honored by State Senate President Peter Courtney. Mark stated that Port and the City staff met with State Aviation Director, Betty Stansbury and that she toured the Airport in Cascade Locks trying to get a feel for the Airport property. Mark stated she would like recommendations on what to do with the identified nearly 8.8 acres that are available for public use. Mark stated the Economic Development sub-committee is in the research process and will give a formal presentation and recommendations to the Port Commission.
  - b. **Status update and review on the Bridge of the Gods Toll Technology** – Bridge of the Gods Manager, Ryan Vollans reported that the draft Memorandum of Understanding (MOU) has been sent to the Port of Hood River and he is waiting to hear back from them and he will set up a meeting to discuss the MOU with staff at the Port of Hood River.. Ryan stated they would like to discuss the main negotiating points. Ryan stated that on May 29, the treadle strips will be installed on Toll Booth Road near the Toll Booth. Ryan stated that this will be done at nighttime and one lane will only open at a time. Ryan noted that Psquare will be fine tuning the system in late summer; with final implementation in late winter of 2019. Ryan stated there will be a 3-6 month transition from coupon books to transponders. Ryan stated the treadle strips will be underground and 6 feet from the toll canopy. Ryan will check to see if the snowplow can go over them.
  - c. **Status update on BUILD grant** – DGM Kaganova reported that ODOT has decided to collaborate with the Port on this grant project. DGM Kaganova reported that the Port met with Dustin Cooley the engineer (HDR Engineering) who did the Transportation Scoping Project and discussed the various projects that would fit into the BUILD grant match. The Port will meet again with ODOT tomorrow to discuss costs and then decide on an engineering firm to work with. The Port will complete the data and analysis studies on traffic flows. Staff will report back to the Commission

with any updates. CP Groves stated that the Port may want to ask ODOT to pay for some of the projects.

- d. **Status update on pFriem and the Renewal Workshop** – Economic Development & Property Manager Don Mann reported on these projects briefly. Don reported the final Addendum for the pFriem contract will go out tomorrow; noting this project is moving along. The Port is applying for the Infrastructure Authority Loan (IFA) loan through Business Oregon. Don reported the Renewal Workshop has asked the Port to build a 30,000 S.F building on lot 2 in the Business Park, as they are looking to expand. Don stated he sent an informational memo to Carolyn Meece, Regional Director of Business Oregon today informing them of the proposed application. Business Oregon helps Oregon business locate grow, export and expand. It provides business loans with lottery dollars.

- 4) **Commissioner Comments and Commission sub-committee reports** -Commissioner Stipan stated the first townhall meeting on the Museum was held last night to keep the public updated on what is happening with the Museum. Commissioner Stipan stated he is running for reelection on the Port Commission. Commissioner Bump stated he is also running for reelection. Commissioner Bump stated there are two fire hydrants shut down and a water leak out by Bear Mountain . DGM Kaganova replied the Port will get a status on these to fix the problems and report back to the Commission. Commissioner Caldwell stated this coming weekend is the Angela Coe Rainy Day Walk. All proceeds will go to the Children's Cancer Fund. CP Groves stated that he attended the NOAA Fisheries meeting. He noted that DGM Kaganova also attended the meeting as well to get to know people on that board. CP Groves stated that Tony Grover, also a NOAA representative will go with him to look at Herman Creek Cove. The Port will try to get funding to dredge this to keep this as a cold water refuge for fish. Commissioner Lorang stated he is running for reelection on the Port Commission. He noted the Port is working on more than Economic Development. They are working on the growth of this community.

5) **Commission Business Action Items –**

- a. **Action to adopt Resolution 2019-2 and approved 2018-19 budget adjustments** GM Koch stated that annually the Port makes certain budget adjustments twice per year. However, this current budget year, no budget adjustments were made. GM Koch stated this budget year the Commission took action that created new projects or required additional costs not anticipated. His recommendation was to approve Resolution 2019-2 making recommended budget adjustments. GM Koch noted one error in No. 1. Of the Resolution. It states a transfer of \$41,000 from Contingency to the Port Commission budget for Legal fees in the amount of \$19,000 and should say a transfer of \$41,000 from Contingency to the Port Commission budget for Contracted Services in the amount of \$19,000. A corrected Resolution will be made and signed at a later date.

**COMMISSIONER CALDWELL MADE A MOTION TO ADOPT RESOLUTION 2019-2 WITH THE AMENDMENT IN NUMBER ONE TRANSFERRING \$41,000 FOR CONTRACTED SERVICES RATHER THAN LEGAL SERVICES. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 5-0.**

- 6) **General Managers Report #98** - GM Koch stated that he and Port staff are working to carry out a smooth transition on July 1, 2019 when he leaves. He and DGM Kaganova are meeting with staff individually to help answer any questions or concerns they may have. GM Koch stated that DGM Kaganova is updating

the Personnel and Financial policies. GM Koch stated that it appears that Thunder Island Brewing will not make their June 1, 2019 goal of having their foundation poured for their building on Wa Na Pa Street. GM Koch noted that staff is getting ready for the busy summer season in the Park. Maintenance & Construction will be hiring seasonal workers; they have already hired two of the staff they need. GM Koch stated that this summer, weekly meetings will be held with the Columbia Gorge Racing Association (CGRA) to carry out a smooth sailing season. He noted that the Port will be offering a Bloodborne Pathogens class as the Maintenance staff are finding more drug needles in the Park. GM Koch stated that Government Relations Director Mark Johnson is keeping the Cascade Locks bills and needed financial support in front of the legislators in Salem. He and staff attended an Oregon Public Ports Assn (OPPA) Legislative meeting in Salem and noted this is beneficial for the community. GM Koch stated that DGM Kaganova is putting together the BUILD grant pieces for some of the Scoped Transportation projects; adding the Rian Windsheimer, ODOT Region 1 Manager has stated he is willing to collaborate to put the grant application together. GM Koch stated that Arborist, David Braun reported the cherry tree next to House 2 (Port Office), is over 100 years old. It will need some pruning (weight reduced by strategic cutting) and is no danger of falling over. Because of the original intent of the Army Corps of Engineers title to the Port, and the historic nature of Marine Park, it is the Arborist's recommendation to not cut down the cherry tree. GM Koch stated there is not a need to have the Special pFriem meeting on May 9 as it is not necessary because the Port President has already been delegated the authority needed to sign documents. GM Koch stated the pre summer BBQ for staff and Commission will be May 15 in House 3 The Action Team will meet in House 3 on May 16 to see the new updates and renovations.

**COMMISSIONER CALDWELL MADE A MOTION TO CANCEL THE SPECIAL PFRIEM MEETING ON MAY 9, 2019 AS IT IS NOT NEEDED. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 5-0.**

- 7) Executive Session under ORS 192.660 (2) (e) Real Property Negotiations  
a. Discussion of Thunder Island Brewing Lease

The Commission went out of Regular Session at 7:32pm and immediately into Executive Session.

The Commission came out of Executive Session at 8:14.

- 8) Any action as a result of Executive Session – None

- 9) Adjournment: CP Groves adjourned the meeting adjourned at 8:15PM.

Port of Cascade Locks:



Jess Groves, President  
Port Commission

Attest:



Joëinne Caldwell, Secretary  
Port Commission

DATE APPROVED: 8/15/2019

Prepared by: Sally Moore