

Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, August 3 2017 at the City of Cascade Locks Council Chambers, Cascade Locks, OR 97014.

1) Meeting called to order

- **Pledge of Allegiance:** Commission President Groves called the meeting to order at 6:02 pm.
- **Roll Call:** Commissioners Groves, Caldwell, Lorang, Stipan and Bump were present.
- **Others Present:** GM Paul Koch, Secretary Sally Moore, Accounting Specialist Melissa Warren, Bridge of the Gods Manager Ryan Vollans, Bridge of the Gods Engineer Dustin Cooley, HDR Engineering and Lead Toll Collector Jeff Parduhn.
- **Modifications, Additions, & Changes to the Agenda:** Item 3a was removed from the agenda as CA Zimmerman was not present and replaced with action item to add certain names on the LGIP form by adding name and title. GM Koch stated Port Attorney Brooks prepared a summary form of Conflicts of Interests that he passed. He stated Brooks will discuss this at the next meeting. He added an action item to update the LGIP for the Investment to update the signatories.
- **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 and Government Officials

- a. **Action to update LGIP Form for the Investment Pool with the Oregon State Treasury authorizing certain names being signatories on the form–** Accounting Specialist Melissa Warren stated she was notified that only one name was still there from the original form. The form has not been updated since 2007. Commissioner Caldwell is the only valid person still on the form. Commission President Jessie Groves, Commissioner Joeinne Caldwell, General Manager Paul Koch and Accounting Specialist Melissa Warren will be added. Melissa stated this is where the bulk of the money for the Port is held. The State needs a formal motion with the names and titles of each person that will go on the updated form.

COMMISSIONER CALDWELL MADE A MOTION THAT THE PORT UPDATE THE OREGON INVESTMENT POOL RECORDS FORM (LGIP) AND ADD JOEINNE CALDWELL, JESSIE GROVES, MELISSA WARREN AND PAUL KOCH BE THE SIGNATORIES. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 5-0.

- b. **Report on Vehicle and Traffic Data on the Bridge of the Gods-** Bridge of the Gods Manager Ryan Vollans reported on the traffic patterns and tolls on the Bridge of the Gods as well as the Port of Hood River. Ryan stated that with the increase in tourism and truck traffic that some of the solutions would be to continue to maintain proper staffing levels, continue to work towards the automated toll technology and to work on traffic flow improvements at the intersection of Toll Booth Road and Wa Na Pa Street. He stated that the Port has been meeting with Skamania County and PCT to discuss the Bike Ped crossing on the bridge. Ryan stated that on January 1, 2018 the Hood River Bridge will be increasing their tolls. Their two axle tolls will be \$2. Commercial Trucks will go up to \$3. He stated that the Port of Hood River is implementing a new tolling technology and that the Port of Cascade Locks (POCL) may share some back-office software. He stated this would require the POCL to have the same business rules and tolls as them. Ryan

stated he recommended increasing the truck toll fees to \$3 effective January 1, 2018 for the POCL. He presented a policy effective August 10, 2017 on Waiving Tolls During Traffic Backups at the Bridge of the Gods. This is a set of rules and a process for notification and approval to waive tolls and send vehicles through the bridge during heavy traffic periods and emergencies. Ryan stated that traffic has increased by 10,000 vehicles compared to last July 2016. GM Koch stated the weight limit is 80,000lbs. Toll Taker Jeff Parduhn stated there are many overweight vehicles crossing the bridge. At this time, there is no method to weigh vehicles. GM Koch stated there may eventually have to be a reduced weight limit for trucks on the bridge. CP Groves stated that ODOT knows they have to do something with the intersection at Toll Booth Road and Wa Na Pa Street. Ryan stated stickers and coupons will be replaced when the toll technology is implemented. Ryan stated that truck traffic is crossing the bridge to avoid paying road tax and to avoid the weigh station. CP Groves stated that ODOT and WSDOT need to be billed at certain times when traffic is waved through and ordered by these agencies. CP Groves asked that the toll takers keep track of the number of cars that are let through for free.

COMMISSIONER CALDWELL MADE A MOTION TO DIRECT THE GENERAL MANAGER AND STAFF TO COME BACK TO THE COMMISSION ON SEPTEMBER 7 WITH A RECOMMENDATION WITH CHANGES AND MODIFICATIONS TO THE TOLLS INCLUDING A POLICY TO EXCHANGE ALL OLD COUPONS BY JANUARY 1, 2018. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 5-0.

GM Koch commended Bridge of the Gods Manager Ryan Vollans on the positive changes at the toll booth and the Bridge of the Gods.

- c. **Engineers report of technology** – Port Engineer Dustin Cooley with HDR Engineering reported on Grants, the Bike/Ped Overcrossing and Toll Technology. He discussed the steps and timeline of the tolling technology. He stated they will be meeting with the investors and partners August 16 about possible grants. He will have more information after meeting. Dustin stated that on November 2 the opening date for grant application begin, Dustin stated that there is a high traffic and an automatic vehicle reader and that would be beneficial now and would help with the grant application by collecting valuable data. It counts and speeds and weigh in motion. Dustin stated that by weighing vehicles, this information could be given the Weighmaster at the Weigh Station about how many overweight vehicles are crossing the bridge. This could then be used to cite overweight vehicles on the Bridge as the Port has that authority. Dustin stated that the Port will get a feeling for timelines and phases after the August 16 meeting with potential investors. Dustin noted there may be other types of grants that focus on tolling technology.


COMMISSIONER STIPAN MADE A MOTION TO PRIORITIZE THE FIVE SCOPING PROJECTS. 1: THE WA NA PA INTERSECTION IMPROVEMENTS AT TOLL HOUSE ROAD; 2: THE HERMAN CREEK INTERCHANGE IMPROVEMENTS AT EXIT 47; 3: IS THE WEIGH STATION CONNECTION AND FRONTAGE ROAD IMPROVEMENTS; 4: NW FOREST LANE STREET IMPROVEMENTS (WA NA PA STREET TO CRAMBLETT WAY); 5: NW FOREST LAN INTERSECTION AT (INDUSTRIAL PARK WAY) CURRENTLY THE STREET IS CRAMBLETT WAY. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0.

- 4) **Commissioner and Commission sub-committee reports** – Commissioner Lorang stated that a there is interest in leasing property to an interested party for a marijuana grow, CP Groves stated that

the Port is a public entity and although marijuana is legal in the State of Oregon, it is still against the law federally, and that Port Legal Counsel has advised against accepting money from a growing operation. Commissioner Caldwell stated that a lot of Port land has been sold, and the Port needs to focus on leasing property only. GM Koch stated the Port Commission already has a policy on what property will be leased or sold, and it can be revisited by bringing the policy back to the Commission for review or possible change. GM Koch stated that Senator Ron Wyden will visit Cascade Locks on Sunday at 2pm.

5. **Adjournment: COMMISSIONER LORANG MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER CALDWELL.** The motion was unanimous. 5-.0. The meeting adjourned at 8:32pm.

Port of Cascade Locks:



Jess Groves, President
Port Commission

Attest:



Joeinne Caldwell, Secretary
Port Commission

DATE APPROVED: 10/19/2017
Prepared by: Sally Moore