

Port of Cascade Locks

1 of 4

The Port of Cascade Locks Commission Meeting was held Wednesday, February 3, 2021 via Zoom in Cascade Locks, Oregon 97014

1) Commission meeting called to order:

Commissioner Groves called the meeting to order at 6:01pm.

- **Roll Call:**

Commissioners Stipan, Caldwell, Bump, Lorang and President Groves were all present.

- **Others Present:**

Government Relations Director Mark Johnson, GM Olga Kagaova, Accounting Specialist Melissa Warren, Bridge Supervisor Jeremiah Blue, Maintenance and Construction Manager Todd Mohr, Secretary-in-Training Colette Black, Butch Miller, Rob Peterson, Jon Davies, Scott Reynier & David Hearn

- **Modifications, Additions & Changes to the Agenda:**

GM Kaganova added a presentation from Todd Mohr as item 3(d).
Striking item 6(a) to be considered at the next meeting.

- **Declarations of Potential Conflicts of Interest:** None

2) Public Comment (Speakers may be limited to three (3) minutes): None

3) Special Presentations and Reports by outside resources, staff and Government officials

- Insurance Broker presentation – Jon Davies, Columbia River Insurance** - Jon returned to the Commission along with his business partner, Scott Reynier and business associate, David Hearn of Durham & Bates of Portland who specializes in bridges and large structures. Discussed their experience with the Port of Hood River and how the (Port of Cascade Locks (POCL) could benefit. It was discussed and emphasized that the current carrier of the policy would remain the same. However, if the Board decided to choose Columbia River Insurance, Mr. Davies, would be their new agent/broker. He stated that they would review the policy to ensure that they were no gaps or inadequacies in the coverage. Mr. Hearn agreed, stating that the current carrier is solid but there could possibly be some improvement to coverages. The Board thanked the gentlemen for their time.
- Quarterly Financial Report – Accounting Specialist Melissa Warren** Accounting Specialist Warren presented an overall favorable financial report. Bridge tolls have reached 61% for the first six months of the fiscal year. Additionally, POCL has not spent any of the annual contingency fund this year but in fact, they have added to it.

Mrs. Warren stated that the POCL received \$247,000 in federal COVID Relief funds, part of which was the business grant funds, Mrs. Warren stated that in 2020, the

Port collected \$280,493 through credit cards and paid \$25,925 in fees to the credit card companies.

- c. **Report from Government Relations Director Mark Johnson** Mr. Johnson provided information regarding the \$2.4million state allocation and ODOT funding approved in 2020 for POCL. With the fund being severely affected by COVID, those monies were not received. Mr. Johnson has already submitted the application to the state legislature for the current year and feels optimistic of its approval, noting support in the legislature and with the Governor.

Mr. Johnson stated that the Federal COVID-19 Relief bill approved last December allots about \$10 billion for states revenue losses with \$124 million going to the State of Oregon and being administered by ODOT. Mr. Johnson is working with the Port of Hood River (POHR) to determine how much they intend to ask from ODOT. Projected losses to the POCL due to a 21% decrease in traffic are about \$1,062,000 and bridge maintenance was between \$300,000 - \$400,000. This relief could alleviate some of those losses and outlays and could also assist with maintenance projects which have been delayed. The Port should know about those funds fairly quickly.

Mr. Johnson mentioned another recent grant opportunity which came up with Travel Oregon in anticipation of a surge of travel and tourism once COVID restrictions are lifted. There is \$250,000 in funds available with most awards to be between \$10,000 and \$25,000. After some discussion, it was decided that the funds would be well used to create the planned parking area on Moody Road above the bridge. An estimate of approximately \$48,000 was determined for this project of which \$25,000 is being requested on the grant application and \$25,000 would then be provided by the POCL. It would consist of a gravel parking area (accommodating approximately 20 vehicles) and would include an information kiosk and port-a-potties. The parking lot is well supported by the Pacific Crest Trail Association and the CAT transportation system who plan to make it a stop on their route. Mr. Johnson states that a decision is expected to be received from Travel Oregon by February 11th.

Mr. Johnson stated that the anticipated 26-mile multi-use trail is moving along well. Any day a draft of the Environmental Assessment from the Forest Service is expected to be released for public comment. Very little, if any, negative reaction is expected to this and if that is the case, the project could move forward relatively quickly. The Forest Service has already applied for federal grants for the design and construction of the trail as well as the parking facility and restrooms on the Wyeth side. This would make the proposed Moody Road parking area even more important to the area and a boon to the

community. There are some permitting issues which need to be resolved with the City but GM Kaganova will provide more information regarding this later in the meeting.

- d. **Report from Maintenance and Construction Manager Todd Mohr** Mr. Mohr stated that a \$5,000 grant for park improvements has been found. Mr. Mohr stated that he believed those funds could be used to make some improvements to the Herman Creek Rd fisherman's access area by putting in some picnic tables and waste receptacles. He estimates the cost would be just under \$4700. The Commission unanimously agreed that this would be a good use of the funds and that the POCL should go forward with applying for the grant to improve the Herman Creek area.

- 4) **General Manager Report #32 from GM Olga Kaganova** GM Kaganova reported that there have been changes to the Toll Booth reporting system which will make reporting more effective. In January, there was an average of 9 tribal crossings per day and overall, there was very high traffic similar to pre-COVID numbers.

GM Kaganova reported that the EasyClimb Trail had some large trees removed which were downed due to the recent storms.

GM Kaganova stated that Rob Peterson is currently organizing a cleaning party for Blackberry Beach.

GM Kaganova stated that the Port has received a letter from the City indicating the property on Harvey Road which has been cleared to allow for parking is not zoned nor permitted for such. She prepared a letter in response and shared it with the Board. Once it is known if the grant Mr. Johnson mentioned earlier is approved for the anticipated parking area, then an application to the City will be made for a conditional use permit.

- 5) **Commissioner and Sub-Committee Reports** CP Groves stated the JWGED meeting on January 28, 2021 with the City was very positive. He stated that information was provided regarding current projects in the Business Park like the completion of the new pFriem building, the progress on construction for the new Renewal Project building (Flex 6), and the completion of Flex 5 for Grain Integrative Health Clinic. CP Groves also stated that presentations were made by two guest speakers: Greg Price of the MHCC SBDC regarding a "Fermentation Science" program the center would like to initiate in CL and, by Dr. Lindsay Baum of the Grain Clinic regarding their opening and services now available.

- 6) **Consent Agenda (**Consent Agenda may be approved in its entirety in a single motion. Items are considered routine. Any Commissioner may make a motion to remove any items from the Consent Agenda for individual discussion.)**

- a. **Bills in the amount of \$125,738.30.**
- b. **Approval of payroll for February 3, 2020 in the amount of \$31,209.70.**

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE CONSENT AGENDA AS STATED. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0.

7) Business Action Items

- a. **Action to approve enterprise zone consent / sponsorship** GM Kaganova stated that POCL has the opportunity to participate in the designated Enterprise Zone. There are three ways by which to participate. As a "sponsor", the Port would participate in conversations regarding boundaries to the zone. As a "consenting entity", the Port would be advised of any changes to the zone. Or the Port could choose to not participate as either. After discussion, it was agreed that more time will be needed to decide this, and GM Kaganova should advise the City that no decision would be made at this time.
- b. **Action to approve the process of deeding Cramblett Way to the City** GM Kaganova stated that it was believed that Cramblett Way had been previously deeded to the City. However, it was recently discovered that the transfer was not completed. The Commission agreed to table the vote until the next Commission meeting for further consideration.

8) Executive Session under ORS.192.660(2)(e) Real Property Negotiations

Out of Regular Session at 7:45pm and into Executive Session. Out of Executive Session and into Regular Session at 8:27pm.

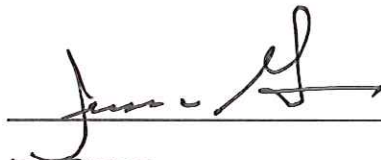
- a. Any action as a result of the Executive Session - None

9) Adjournment:

COMMISSIONER CALDWELL MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 5-0.

The meeting adjourned at 8:27pm.

Port of Cascade Locks:



Jess Groves
President Port Commission

Attest:



Joëinne Caldwell Sec / Treasurer Port
Secretary / Treasurer Port Commission

DATE APPROVED: February 17, 2021
Prepared by: Colette Black