

Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, January 16, 2020 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, Stipan, Lorang, Caldwell and Bump were present.
Present: GM Olga Kaganova, Accounting Specialist Melissa Warren, Bridge of the Gods Manager Ryan Vollans, Economic Development Manager Don Mann, Mark Libby, and camera operator Marianne Bump.
 - **Additions & changes to the agenda** – GM Kaganova removed Item 5c., Item 7 changed statute citation to ORS 192.6602E Real Property, added Item 7d 192.66028 Current or Likely Litigation
 - **Declarations 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) **City Report** – Not available.
 - b) **Tolling Technology Implementation Report** – Bridge of the Gods Manager Ryan Vollans reported that the BreezeBy has been live since January 6th. Before going live, customer percentage that were already equipped with transponders as at 12%. The current percentage was now at 35% on weekdays and 25% on weekends. The system reported 95.5% accuracy with most of the errors a result of being registered incorrectly. Other errors include false run-throughs due to system reacting to dense fog. Ryan stated that Toll Collectors are appreciating the new technology making functions easier for their jobs. Ryan reported that the Port had received their first check from the Port of Hood River on the BreezeBy toll reimbursement, which was over \$10,000. Commissioner Caldwell shared that she appreciated the staff's efforts to make this transition happen. There was a discussion on the benefits of the BreezeBy system. CP Groves stated that residents are reporting issues of seeing the traffic signal at the Toll Booth. Ryan suggested working with placement of the signal, but to be careful of its position into the lane of traffic so that the signal won't get struck by vehicles. Commission Lorang suggest positioning the signal at a 45 degree angle that should improve visibility.
- 4) **Commissioner Comments and Commission Sub-Committee Reports** – Commissioner Stipan reported that Jerry Zelada with Gorge Pedal is looking to engage more of Cascade Locks in the upcoming event on July 18, 2020. Jerry would like to do a celebration lunch that a local organization could host as a benefit/raise awareness. He is also looking for community members to serve as trail monitors and to find means to promote current bike facilities in Cascade Locks. Commission Bump expressed concern that the snow at the Locks Café and beach parking area had not been plowed yet. GM Kaganova will check into plowing and will report back to Commission Bump. Commission Lorang reported a Port staff confrontation with a park business employee that reported having difficulty driving through the snow. CP Groves reported that there was as Economic Development Sub-Committee meeting that featured a lengthy agenda. CP Groves stated that the pFriem project is nearing completion and will begin to move stored items

in within 3 weeks. Potential business opportunity proposing putting cabins at the point in the Business Park. There was brief discussion of synergy created from that business and potential of other complementing businesses. Project would require an estimated \$1.3 million roadway improvement that investor may incur. CP Groves shared with the Commission that The Renewal Workshop and Port are reviewing costs of proposed building and if business could justify the cost of the lease. The building is still being proposed, but there is potential of another business occupying. CP reported on OneGorge Advocacy efforts including recent meeting featuring multiple State legislators as well as Federal Legislative representative. The meeting highlighted efforts to assist county law enforcement budget deficit as well as a discussion on increasing homeless population in the Gorge. Also shared that the annual Gorgeous Night Out in Olympia on February 5th and Salem on February 19th are upcoming events and encouraged everyone to attend. CP Groves reported Port's efforts in Washington Legislature for \$500,000 Capital Request to help fund the Bike-Ped Project design and engineering. CP Groves also shared upcoming meetings with Multnomah County Representative Piluso on January 20th and Port of Portland Chief Engineer Marla Harrison on January 29th.

5) **Business Action Items**

- a) **Adopt Comprehensive Economic Development Strategy (CEDS) for 2020** – Economic Development Manager Don Mann reviewed with the Commission the revised list of priorities that the Port of Cascade Locks proposed to submit to Mid-Columbia Economic Development District for the Comprehensive Economic Development Strategy for 2020. Changes included changing language of Industrial Park to Business Park, removing Flex Buildings as priorities as they near completion, adding the 26 Mile Multiuse Trail, and changing the Wa Na Pa/Toll Booth Road intersection from a proposed roundabout to a signaled light intersection.

COMMISSIONER BRAD LORANG MOTIONED TO ADOPT THE RECOMMENDED THE CHANGES TO THE COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY FOR 2020. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 5-0.

- b) **Adopt the Budget Schedule and appoint a Budget Officer** – Accounting Specialist Melissa Warren reported that there are currently 3 vacancies on the budget committee. She stated that the change in the Budget Schedule proposes that budget orientation takes place one-on-one with General Manager and Budget Committee members. CP Groves asked if we can legally change the format of the Budget Committee meetings. Melissa responded that the format of the Budget Orientation meeting has differed in previous years. CP Groves expressed the importance of Commission involvement in orienting Budget Members. There was discussion on budget meeting format.

COMMISSIONER BRAD LORANG MOTIONED TO APPROVE THE BUDGET SCHEDULE AND APPOINT OLGA KAGANOVA AS A BUDGET OFFICER. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0.

- c) **Approve Bridge Impact Repair Solicitation** – Ryan Vollans reviewed with the commission the Bridge strike that took place in June. He reported the repairs to take place as steel member and rivet removal, installation of new steel members by field welding and bolting, preparing and coating of steel members in both shop and field, and heat straightening of damaged steel members in the field. The proposed schedule end of April, with substantial completion by May 8th. The work would involve 15-night closures as to not interrupt day-time traffic. The engineering estimate of this project is \$340,000. Additionally, the Port has spent \$30,000 in engineering to date on this repair project, with an expected \$40,000 more in project management and inspection. Ryan reported that the insurance carrier for driver has been cooperative and has already paid the Port \$33,000. Mark Libby present how the repairs will take place. Commissioner Bump asked if there will be a process for mutual aid to respond across the bridge during the night closures. Mark Libby responded yes, there will be a process in place like the last bridge project.

COMMISSIONER BRAD LORANG MOTIONED TO APPROVE THE BRIDGE OF THE GODS TRUSS IMPACT REPAIR SOLICITATION. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0.

- d) **Approve Changer Order 2 for pFriem project** – Don Mann reviewed the original contract price of \$4,322,067. Reported that there was a decrease in value engineering of \$93,058 bringing the total to \$4,229,009. The proposed change order is the amount of \$52,050, which if approved would still be under the original contract price.

COMMISSIONER BRAD LORANG MOTIONED TO APPROVE THE CHANGE ORDER AS PRESENTED. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 5-0.

There was discussion on the per square foot rate for future lease of the building.

- e) **Approve Tenneson Engineering Contract** – GM Olga shared with the Port Commission the contract for engineering services.

COMMISSIONER BRAD LORANG MOTIONED TO APPROVE THE TENNESON ENGINEERING CONTRACT. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0.

- 6) **General Manager Report #12** – GM Olga Kaganova thanked the Port Commission for their service and dedication even in inclement weather. GM Olga reported that Thunder Island Brewing Company was in the midst of framing and over the next few weeks will be working on plumbing and electrical. The Port has executed the month-to-month lease extension and TIB is reporting that it may take a few additional days after their final lease, but will report more closer to that time. Olga reported that the drafted loan modification request is ready to be sent to the State. GM Olga reported that the Port is installing a camera in Marine Park that the Port already owned to help

deter thefts that have been reported by staff. The Port is continuing to work on the Safety Grant for additional cameras at other Port properties. Integrated Health Group application for grant has been moved to financial review. GM Olga reported that Joint Work Group for Economic Development will resume on January 23rd and that the City requested that the Port staff those meetings for the next few years as it was the original intent to switch responsibility regularly. The Bridge Inspection Report draft from ODOT was shared with the Port and are awaiting comments for Port engineers. Most notable of the report was the impact to the truss and the gusset plates. Museum requested a joint Museum-Port-City Council meeting for either February 18th or 25th. There was a discussion on meeting schedule. Census was that Wednesdays work better for Commissioners. Olga will communicate further options with Commissioners. GM Olga reported that Rep. Piluso will be visiting Cascade Locks and meeting with the Port on January 20th. Port Offices will also be closed on January 20th. JWGED will be on January 23rd. The Port of Cascade Locks will host a joint meeting with the Port of Hood River on January 30th. OneGorge's Gorgeous Night Out in Olympia is on February 5th and the 19th in Salem. February 20th is Cascade Locks Action Team as well as Port Commission meeting. Olga reported that Jan McCartan has proposed to invite Action Team to the Columbia Gorge Tourism Alliance meeting that takes place at the same time. The February 6th Port Commission meeting has been rescheduled to February 13th.

7) Executive Session under ORS. ORS 1992.660 (2) (e) Real Property Negotiations

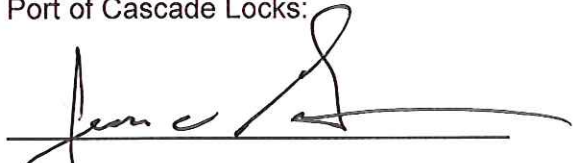
CP GROVES RECESSED OUT OF REGULAR SESSION AT 7:54 PM AND WENT INTO EXECUTIVE SESSION AFTER A 5 MINUTE BREAK.

CP GROVES RECESSED OUT OF EXECUTIVE SESSION AT 8:57 PM AND IMMEDIATELY WENT INTO REGULAR SESSION.

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

9) Adjournment: Commissioner Groves adjourned the meeting at 8:57 PM.

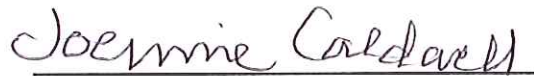
Port of Cascade Locks:



Jess Groves, President

Port Commission

Attest:



Joeinne Caldwell, Secretary

Port Commission

DATE APPROVED: 2-13-2020

Prepared by: Brittany Berge