

## Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, August 4, 2016, 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 6:01 pm.
  - **Roll Call:** Commissioners Groves, Caldwell, Lorang and Stipan were present.
  - **Others Present:** GM Paul Koch, Secretary Sally Moore, Secretary Sally Moore, Maintenance & Construction Manager (M&C) Todd Mohr, Dean Bump, HDR Engineer, David McCurry, Port Engineer Jim Bussard, Joe Renault, and camera operator Betty Rush.
  - **Modification, Addition & changes to the agenda:** GM Koch distributed a copy of a status report to be discussed after Item 3d. It was in regards to employment in the National Scenic Area.
  - **Declaration of Potential Conflicts of Interest:** Commissioner Caldwell declared a potential conflict of interest regarding the report on the toll technology on the Bridge of the Gods; Item 3c, as her husband works at the tollbooth on the bridge.

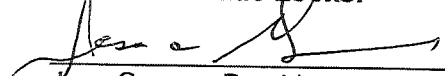
The audience introduced themselves. GM Koch announced Citizen Dean Bump had submitted a letter of interest to the Port for the vacancy on the Commission.
- 2) **Public Comment (Speakers may be limited to three (3) minutes):** None
- 3) **Special Presentations & Reports by outside resources, staff and Government Officials** None
  - a. **Update on Flex 3 Building** - M&C Manager Todd Mohr reported the building is coming along and the maintenance crew will be close to meeting their September 1, 2016 deadline. There is still some plumbing and electric work to finish. The overhead garage door will be installed next week. Insulation and drywall needs to be installed as well. GM Koch said a new Bid Award process has been created in the Port Offices. Commissioner Caldwell stated she is happy how good it looks. CP Groves agreed and stated the building will last for a number of years. GM Koch stated this project of refurbishing the old maintenance building is for a three-year lease for a new business "Perceptual Testing" coming to town.
  - b. **Update on Flex 2 Building** – Port of Record, Engineer, Jim Bussard presented some preliminary plans and gave a rough overview of some ideas for a new Flex 2 building. He presented a five-year-old site plan for a building that has been refurbished. The drawing plans showed possible partitions on how to market the building, based on tenants needs and wants, thus the word "Flex" is used for the building. The building would be 9,000 sq. feet. There was a discussion on the various options available. Jim Bussard believes there is a limitation for parking spaces. Since the building project would cost more than \$50,000, it would have to go out for a formal bid process. No action was taken.
  - c. **Report and discussion on toll technology** – David McCurry, Engineer, HDR

- i. **Overview of the discussions coming out of the August 2 meeting regarding traffic issues at the intersection of WaNaPa St. and Toll Booth Rd.** David reported that at the meeting with ODOT and WSDOT with the increase in traffic there have been more and more conflicts. They had ideas, but not a lot of commitment. A Short term fix is signage and striping. A striping plan for a left turn lane going onto Toll Booth Road is a possibility. WSDOT is interested in safety improvements. ODOT owns WaNaPa St. There are also ADA concerns with crosswalks and sidewalks. By focusing on Port property, widening Toll Booth Road and implementing toll technology this will help with traffic and safety issues. The initiative will be with the Port. A new transportation study needs to be updated and revised with the City, as it presently does not include a left hand turn lane going onto Toll Booth Rd. Then it will be submitted to ODOT. Traffic counts are up for the summer and tourism has increased.
- ii. **Discussion with the Bridge Engineer regarding possible grants for the next round of federal funding. With the FAST ACT there may be numerous grants available.** The Bridge needs to become a Nationally designated highway first. The Port will then apply for grants
- iii. **Overview of the seismic vulnerability study to be completed in the 2016-17 Budget year. This is on the 10 year plan to retro fit on the BOG.** The concept level is being started. What the costs would be. The Oregon State University experts state it could happen in the next 50 years. It will identify what needs to be done.
- iv. **A review and discussion on the status of the technology applications for the Bridge of the Gods.** The toll booth needs to be updated or moved for the new technology so lanes can be widened. Improving Toll Booth Road for toll technology to increase the movement of traffic at a faster rate was also recommended. The Port of Hood River installed a "Breeze By" in 2003. They are currently upgrading their investment. Toll technology gives a better financial record, monitors traffic volumes, and provides better customer connections through a data base. Hood River through the Mosier train derailment, could still read and monitor the traffic count even though they did not take tolls. Hood River is now updating their system because XP is no longer supported and they are improving their back office software. If the Port of Cascade Locks chooses to collaborate with the Port of Hood River, according to HDR's tolling expert, the Port could share their back office system and this will save money for both Ports. They could share equipment and there are compatibly opportunities. Toll technology was put off because the Port needed to get the financing for the Flex 2 building. The Port will now move forward with this project. There are many issues to work through to move forward. Steps and timing and physical costs were discussed. The first is collecting data. The 10 year BOG plan shows that in 2017 the plan will pay for seismic upgrades. GM Koch also stated that in 2014 ODOT sent the Port a letter stating that signs will be placed on the bridge and stated that Specialized Hauling Vehicles (SHVs), legal vehicles with legal axle weights that meet the Federal Bridge Formula and represent short wheel based vehicles with multiple drop axles (concrete and dump) trucks weights will be posted. The new load posting will be updated and be in effect until the controlling members of the bridge are strengthened. It is

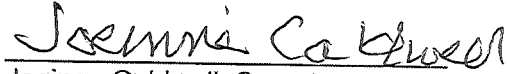
the Port's responsibility to have these weight limits posted. Signs will be placed at all approaches.

- d. **Review proposed in ORS 777 pertaining to Public Ports in Oregon – GM Koch** ORS 777 is an Oregon State Law pertaining to Public Ports. Currently this ORS is being revised. The Port will meet with Tommy Brooks, the Port Attorney next week to give any input pertinent to the Port of Cascade Locks. Port Attorney, Tommy Brook's firm Cable Huston, has been retained to revise the ORS 777 and to work with the Oregon Public Ports on the proposed revisions. There was a 77-page handout for the Commissioners to look at. This will be at the Port Office if the Commissioners would like to come in and review the proposed changes. A concern the Port has is that any changes in the Port ORS 777 State Law may impact the Bridge of the Gods. Half of the Bridge is out of the Port district and in the State of Washington. On August 18, 2016 at 4pm, Brooks will meet with staff to discuss proposed revisions to the ORS 777.
  - e. **Status Report – GM Koch** stated that Klickitat/Skamania Labor summary handout showed that employment has increased inside the Gorge and unemployment has decreased in Cascade Locks. The Commissioners had a letter of interest from Dean Bump stating he would like to fill the Port Commission Vacancy. The deadline for the Port vacancy is August 12. Some functions of the toll booth are coming back to the office.
- 4) **Commissioner and Commission sub-committee reports – CP Groves** stated there was a recent Joint City Port Work Group subcommittee meeting. At that meeting a representative from Kedma Ough, Mt. Hood Community College came to the meeting and spoke of creating and helping small businesses in Cascade Locks.
- 5) **Adjournments COMMISSIONER CALDWELL MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 4-0. The meeting adjourned at 8:02 PM.**

Port of Cascade Locks:

  
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Jess Groves, President  
Port Commission

Attest:

  
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Joenne Caldwell, Secretary  
Port Commission

DATE APPROVED: 10/20/16  
Prepared by: Sally Moore