

**Port of Cascade Locks  
Commission Meeting  
May 5, 2021**

1 of 7

The Port of Cascade Locks Commission Meeting was held May 5, 2021

Via Zoom in Cascade Locks Oregon 97014

**1. Commission meeting called to order:**

Commissioner Groves called the meeting to order at 6:04 pm.

• **Roll Call:**

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

Commissioner Lorang left the meeting at 7:34 pm.

Commissioner Caldwell arrived in the meeting at 7:56 pm.

• **Others Present:**

- General Manager Olga Kaganova
- Accounting Specialist Melissa Warren
- Bridge Supervisor Jeremiah Blue
- Government Relations Director Mark Johnson
- Secretary Sally Moore
- Secretary-In-Training Colette Black
- Citizen Matt Novak

• **Modifications, Additions and Changes to the Agenda:**

GM Kaganova stated that Matt Novak will be speaking to the Commission under item 3.

• **Declarations of Potential Conflicts of Interest:**

None

**2. Public Comment (Speakers may be limited to three (3) minutes):**

None

**3. Special Presentation and Reports by outside resources, staff and Government Officials**

**a. Update on EZ Climb Trail Clean Up – Trail Steward of NWTA, Matt Novak.**

Mr. Novak stated he organized a couple of groups of Scouts to assist in cleaning up the EZ Climb Trail. They followed the State mandated Covid safety protocols. The trails were raked, cleaned and the pallet bridge was replaced. Another group will be going out this coming Saturday as well to widen parts of the path and continue with the raking and cleaning. Mr. Novak stated that he uses the trail personally quite a bit and is noticing others are as well. Many cars in the parking lot last weekend. Government Relations

**Port of Cascade Locks  
Commission Meeting  
May 5, 2021**

Director Mark Johnson stated that the Port has just obtained a grant for the EZ Climb Trail and the Herman Creek parking lot. PP Groves asked Mr. Novak if he had access to adequate trail making equipment and Mr. Novak confirmed that he did and that the Port maintenance crew had been very helpful as well in removing fallen trees on the trail. Mr. Novak stated that he would like to discuss with the Port in the future the possibility of overnight camping for the teams coming out to clean up the trail so that they may plan 2-day events. The Commission thanked Mr. Novak for his volunteerism and report.

4. **First Reading of Ordinance No. 2021-1 an Ordinance Regulating Conduct on Port Property and Repealing and Replacing Ordinance No. 1997-1 and Ordinance no. 2020-1. The full text of Ordinance No. 2021-1 has been published with this agenda. Copies of the Ordinance are also available at the Port Offices and the Port website – PP Groves. PP Groves stated that the title will be re-read into the record at the next Commission meeting.**

**Secretary Sally Moore repeated the reading of the title of the ordinance. Ms. Moore stated that the title will be re-read at the next Commission meeting on May 22<sup>nd</sup> and it can then be approved and adopted by the Port.**

5. **General Manager Report - #38**

**Bridge** - GM Kaganova stated traffic on the Bridge in April is up and slightly exceeded all others in the last 5 years. Despite increased traffic, no traffic backups on WaNaPa yet this year.

**Commercial Properties** – GM Kaganova stated that she had contacted an appraiser with whom the Port has previously worked regarding appraisals for the SDS Property, East Business Park and WaNaPa properties. The appraiser indicated that currently demand for appraisals is great and it could be several months before he could do the appraisals. However, he will be able to prioritize one or two of the appraisals. GM Kaganova suggested that the SDS appraisal should be prioritized in order to move ahead with a possible offer.

GM Kaganova stated that pFriem Brewery is ready to build the expansion they planned since the beginning of their project although, a year or two earlier than expected. GM Kaganova indicated that she has already submitted a refinance request for the existing pFriem loan to add the cost of the expansion and lower the interest rate.

GM Kaganova stated that ACL docked on a last-minute reservation last weekend. The community seemed positive and receptive to the docking and the impact on local businesses. However, there were some negative comments from fisherman. GM Kaganova stated that the Port is going to try to ease the impact to the fisherman by posting the docking schedule at the boat launch restroom and on the Port website.

GM Kaganova stated that the Port intends to allow permitted vendor kiosks in the park during the dockings. GM Kaganova suggested that permits start at \$10 per day with the May fees being



**Port of Cascade Locks  
Commission Meeting  
May 5, 2021**

waived to determine demand, participation and success of the vendors. GM Kaganova asked for a motion to approve vendor spaces at the boat launch during the dockings and approve the waiving of fees for the month of May 2021. The Commission discussed the idea of vendors, the type of vendors, the possible fees for vendors, locations of kiosks and the type of kiosks themselves. GM Kaganova confirmed for the board that there have been no permits issued yet. The schedule has not yet been posted or an announcement made regarding the kiosks however, she believes that there will be healthy interest. The Commission discussed the possible permitting process including possibly granting monthly permits, developing a system where vendor information will be stored, and the vendors can book on dates convenient for them and even the possibility that the system can be integrated into the online reservation system the Port is going to put in place in the next few months. The Commission felt that there are many variables which will affect the vendor kiosk situation in the next few months.

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE CONCEPT OF POTENTIALLY HAVING KIOSKS DURING THE ACL DOCKINGS PENDING FURTHER INVESTIGATION AND FLESHING OUT OF DETAILS AND WAIVE THE SAID VENDORS FEES FOR THE MONTH OF MAY. SECONDED BY COMMISSIONER GROVES. The motion was unanimous. 4-0

GM Kaganova asked the Commission for guidance regarding the location of the kiosks. The Commission discussed several locations. It was decided that the best location would be the area east of the parking lot that serves Thunder Island, west of the Pavilion and along the seawall where there is access to electricity for the vendors as well.

**Paid Parking** – GM Kaganova stated that the new security officer, the Special Projects Coordinator and the Maintenance Manager are working together on placing adequate signage for enforcements. Also, the Port is working with the county court in programming the codes for the citations. GM Kaganova stated that the Port attorney has prepared a policy regarding the tribal parking policy exemption during fishing season. The policy was read by GM Kaganova as follows:

*The Port Commission finds that Tribes in the Cascade Locks region have a special relationship to the Columbia River, and that Tribal members have traditionally fished in the Columbia River in and around Port of Cascade Locks properties. The Port wishes to help Tribes maintain their cultural and spiritual practice of fishing in the Columbia River by allowing for access to parking on Port properties during the fishing season.*

*The Port Commission therefore directs that no vehicle owned by any member of a federally recognized American Indian Tribe shall be subject to parking fees anywhere on Port property during (TBD) through (TBD) of each year.*

GM Kaganova stated that she is in the process of determining the official dates.

COMMISSIONER STIPAN MADE A MOTION TO APPROVE THE TRIBAL PARKING POLICY AND AUTHORIZE PORT PRESIDENT GROVES AND GENERAL MANAGER KAGANOVA TO FINALIZE THE

**Port of Cascade Locks  
Commission Meeting  
May 5, 2021**

DATES OF THE FISHING SEASON FOR THE PERMIT. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 4-0

**Events** – GM Kaganova stated that the Port will be having two memorial services this week in the Pavilion. Next week, there are two weddings and a convention scheduled.

**Staffing** – GM Kaganova reminded the board that she will be on vacation from June 3<sup>rd</sup> through June 14<sup>th</sup>.

**Calendar Items** – GM Kaganova listed the upcoming Port meetings:

May 12<sup>th</sup> – Budget Committee Meeting

May 18<sup>th</sup> – EDSC

May 19<sup>th</sup> – Marine Park Sub-Committee

May 19<sup>th</sup> – Commission Meeting

May 20<sup>th</sup> – Action Team Meeting

**6. Commissioner and Sub-Committee Reports**

Commissioners Stipan stated that he has been busy with visiting family.

Commissioner Bump stated that he had nothing to report.

Commissioner Lorang left the meeting at 7:43pm.

PP Groves stated that there is a lot to report from the EDSC meeting and with the Port, in general. PP Groves stated that Flex 6 is going well and getting down to the “punch list”. He stated that the Port has agreed to wash the many windows for Flex 6 once a year and the tenant would be responsible for any other cleanings.

PP Groves asked GM Kaganova about the containers which The Renewal Workshop (TRW) wants to put near the building. GM Kaganova stated that the Port guidelines stated that it is up to the Commission to decide what appears to be a “nuisance”. GM Kaganova stated that further conversation with TRW indicated that there is no current plan for the containers, and they are expected to be more temporary than permanent. GM Kaganova is going to ask TRW if the containers can remain where they are currently placed to prevent any damage to the new asphalt at Flex 6 and also, avoid the cost of moving.

PP Groves also spoke of the presentation by Rudy Kellner of pFriem at the EDSC meeting regarding their expansion with a cost of approximately \$1 million. PP Groves stated that GM Kaganova is working on the financing for the project.

PP Groves stated that he and GM Kaganova are working on a proposal for the SDS property.

PP Groves stated that there is going to be a meeting with ODOT, Hood River County and the Port regarding a new transportation and infrastructure bill.



**Port of Cascade Locks  
Commission Meeting  
May 5, 2021**

PP Groves stated that the new trail planned in the Marine Park is moving forward.

PP Groves stated that the Port is currently working on the difficult task of the budget.

PP Groves stated that he is working on putting together a meeting with the head Federal engineer to discuss the health of the Bridge. PP Groves emphasized that the health of the Bridge is of utmost and primary importance.

Commissioner Stipan asked about the progress and scope of the new Gorgeous Brewery building. PP Groves stated that he is pleased that the building looks very appropriate for downtown Cascade Locks. PP Groves also stated that the owners originally planned for some retail space on the east side of the property and possibly an event venue behind the wall but unsure if the plans are still the same. He believes that it would be a good idea to invite them to a meeting to discuss their project and its progress.

**7. 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. Approval of Minutes from April 21, 2021.
- b. Approval of bills in the amount of \$92,462.99.
- c. Approval of payroll for April 20, 2021 in the amount of \$33,674.54.

**COMMISSIONER BUMP MADE A MOTION TO APPROVE THE CONSENT AGENDA AS STATED. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 3-0**

**8. Business Action Items**

- a. **Action to approve annual IGA with MCEDD** - GM Kaganova stated that the annual IGA between MCEDD and the Port is up for renewal. She asked the Commission to make a motion to approve the IGA between MCEDD.

**COMMISSIONER STIPAN MADE A MOTION TO APPROVE THE IGA BETWEEN MCEDD AND THE PORT. SECONDED BY COMMISSIONER BUMP. The motion was unanimous. 3-0**

- b. **Property Lease Negotiations** – PP Groves stated that there is a great deal of inquiries regarding the leasing and purchase offers of Port properties. He stated that it would help these discussions if the Commission would allow GM Kaganova and PP Groves, with some professional assistance, to develop sale and lease prices for the properties to further discussions. PP Groves stated that this information would be shared with the Commission as well.

**COMMISSIONER STIPAN MADE A MOTION TO ALLOW GENERAL MANAGER KAGANOVA AND PORT PRESIDENT GROVES TO DETERMINE SALE AND LEASE PRICES FOR PORT PROPERTIES TO**

**Port of Cascade Locks  
Commission Meeting  
May 5, 2021**

6 of 7

**PROVIDE TO POTENTIAL TENANTS OR BUYERS. SECONDED BY COMMISSIONER BUMP. The motion was unanimous. 3-0**

- c. **Bridge Inspection** – GM Kaganova stated that there is going to be a bridge inspection tomorrow by ODOT. They will be testing the load capabilities of the bridge on the Oregon approach. PP Groves stated that GM Kaganova will provide a report once the results of the inspection are provided.
- d. **Enterprise Zone meeting** – GM Kaganova stated that there is going to be a public meeting on May 12<sup>th</sup> at 3pm regarding Enterprise Zones and encouraged anyone interested to attend.
- e. **Staff Season Kickoff Picnic** – Accounting Specialist Warren informed and invited the Commission to the upcoming staff picnic.
- f. **Scam emails** – Commissioner Stipan asked about the scam emails which went out earlier in the day. GM Kaganova advised that the Port's IT contractor has blocked the sender of the emails.
- g. **Government Relations Update** – Mark Johnson provided an update on the government activities relevant to the Port.
  - Mr. Johnson reported that the Port received a \$100,000 grant from Travel Oregon for the Herman Creek parking area and the EZ Climb trail.
  - Permitting is occurring for the Multi- Use Trail with the Forest Service.
  - The American Recovery Plan is providing money to the State and Oregon is allowing each Oregon state senator and representative will have money to spend in their respective districts. Mr. Johnson has had meetings with Senator Chuck Thomsen who has promised significant funds to the Port to finish the Moody Road parking lot, to put toward the electrical infrastructure for the Business Park and for the purchase of the SDS property.
  - Mr. Johnson stated that he has many favorable interactions with legislators discussing the wording of Title 23 for the bi/ped addition to the Bridge.
  - Mr. Johnson stated that this addition to the Bridge is an enormous undertaking.

**COMMISSIONER CALDWELL JOINED THE MEETING AT 7:56PM.**

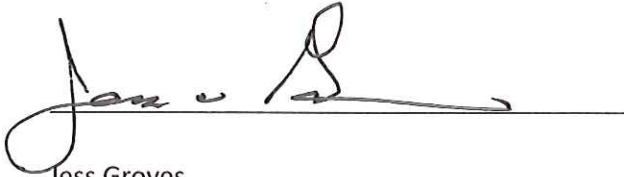
- 9. **Executive Session under ORS.192.660(2)(e) Real Property Negotiations**  
**Out of Regular Session at 8:00pm and into Executive Session. Out of Executive Session and into Regular Session again at 8:27 pm.**
  - a. **Any action as a result of Executive Session – No action was taken.**
- 10. **Adjournment - The meeting adjourned at 8:27pm**

**COMMISSIONER CALDWELL MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 4-0**

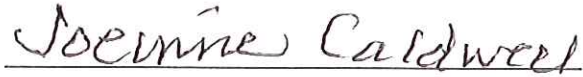
Port of Cascade Locks  
Commission Meeting  
May 5, 2021

Port of Cascade Locks:

Attest:



Jess Groves  
President Port Commission



Joenie Caldwell  
Secretary / Treasurer Port Commission

DATE APPROVED: May 19 2021  
Prepared by Colette Black