



PUBLIC MEETING: Port Commission Meeting

DATE: Thursday **February 17<sup>th</sup>, 2022 6 PM**

LOCATION: Zoom

<https://us02web.zoom.us/j/85806615790>

## Minutes

- 1) Commission meeting called to order 6:01 pm
  - Roll Call
    - President Groves
    - Vice President Lorang
    - Commissioner Caldwell (joined at 6:13 pm)
    - Commissioner Stipan
    - Commissioner Bump
  - Modifications, Additions and changes to the Agenda
    - GM starts with having additions to the agenda such as inserting 7.d. An action item to authorize president to sign closing documents on closing property purchase.
    - 7.e., approve procurement for pFriem expansion, 8.b, resolution 2022-2 to complete letter of credit. These items just became ready moments before the meeting but not soon enough to make a revised agenda
  - Declarations of Potential Conflicts of Interest
- 2) Public Comment (Speakers may be limited to three (3) minutes)
  - a. Rob Peterson starts by saying he has invited some people to speak about gorge canoe club. He says their season has started up and have done some paddling and a couple fundraisers. By the end of March and April, they are going to have to move their canoe from the CGRA fenced area and asking if the Port has any ideas on how to accommodate this. He mentions the incubator space to store the boat for a price per month and as well as getting more chain fenced in the park by the CGRA area. Another idea is by the Herman Creek area on the fisherman access road but he isn't sure how well it'll be to launch a boat or the hatchery productions as well. It is a 40 ft boat. P Groves says that he and his wife would like to donate to the cano club and Rob answers by saying that they have a donation link on their website. P Groves also comments by saying he thinks that this idea should go to the maintenance manager, Todd Mohr, to bring some ideas forth and discuss further. C Stipan suggests asking the city to see if they can store their boat inside of the fenced area at the sewer lift station. Rob agrees and says that it wouldn't be hard because the boat is on the trailer but its not the best place there to launch the boat but will think it over. C Stipan says that Rob should get ahold of Sheldon Price with the city public works. Rob also mentions that if they are going to be able to use the incubator space that they may turn it into a club area for members to be able to work out in there. They will be doing an online auction and have more information about their memberships as well. GM says that she has connected with Rob and will make a proposal to bring to EDSC. The more information, the better.

**b.** Butch Miller starts by saying that he feels that a bunch of questions today, from the passing of Mayor Bobby Walker, has gotten questions about his vacancy. He says that Cathy Fallon is the council president and chairs meetings when the mayor is absent. On Feb. 28<sup>th</sup>, at the next city council meeting, they will be electing a new mayor. P Groves thanks Butch for his input and says that Bobby Walker will be missed. He adds that he has served many years on the council.

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

**a) Legislative Ask – Mark Johnson**

a. Johnson starts by saying he has some large issues to talk about. He mentions that our capital ask with both WA and OR. We have submitted a \$500,000 request for historical interior improvements for the Sternwheeler and says that while we are amidst the negotiations with AWI, there are other items that the boat needs besides interior work. The big ask is the \$40 million or seismic retrofit. He says that with both amounts that the states have, it is kind of a drop in the hat. He says that this will be a significant project for maintaining the bridge and making sure it'll last. The ask is equally to both states, \$20 million from both states. We are working with Sen. Chuck Thomsen and Rep. Anna Williams. Johnson testified last week about our ask in-front of the committee. We are also going through the transportation committee of the state, and the moneys are funnels through OTC and other agencies. In WA we are working closely with the committee chairs, Sen. Curtis King is the ranking chairman and Bob Hamlin is becoming a true representative for us as well and helping us out. Johnson says he was in a Zoom call with Hamlin and Gina Mossbrucker and she gave great advice as well. Gov Brown from OR is also supporting this ask. We have a good team of people in our corner and will keep working. There was a transportation bill that was dropped last week and contained \$75 million for the bridge of Hood River. Hopefully, we can get our \$20 million in that bill as well. Both OR and WA are in their short sessions, which will be ending in the beginning of March which is when we should see more information. Johnson goes on to update the members about the interest from Ixtapa and them wanting to expand to CL. They are interested in the café by the Sternwheeler. They have prepared a list of questions for us. Johnson brings up childcare and says that he can understand that there is a great need for childcare through the gorge, not just in CL. He says that CGCC is creating a childcare center in The Dalles which will be like the "hub" and the main area for this as well as having other satellite buildings in the area such as CL. Johnson says he is going to invite a rep from the college to present this idea more to the committee. He thinks that public space is the easiest to use for this and that the OR Building Codes has released criteria for people who want to have a

childcare program out of their home, but he thinks that the rules aren't feasible. C Caldwell thanks Johnson for all his information and says she worked with someone from the MCEDD board and believes he would be a good asset to this.

#### 4) General Manager Report

- a. OM Blue starts by saying we have been having some great traffic this month, with 91,000 projected for the month. He says we have had some staffing issues with COVID and etc., but are coming right along. GM says EDSC decided on extending the proposals for Flex 6, and with the one we have already was only for half of the building. We are also looking over other proposals for the incubator space such as a kombucha business, dog rooming, canoe club, or childcare. We have new developments on the discussion of the WaNaPa and Toll House intersection road and became clear that the intersection doesn't currently qualify for lights or a roundabout. ODOT will collect numbers in the peak season for this summer and will work with the Port on collection numbers. They have also found that if we add a turn lane, it would put large trucks into the other lanes. During the exploration, the existing length regulations limit trucks to 50 ft and that it is important to try not to restrict large vehicles. Port, City, and ODOT will reconvene in the fall time. C Stipan says he would like to not have a signal at the intersection. Peterson asks where the signal would be and C Stipan says it would be the intersection by Bridgeside. GM says that separating the traffic would seem to work better but the City is also interested in having a roundabout. P Groves says that he has been involved with this project but the progression of the area going into the HR bridge, is the 4<sup>th</sup> installation of updates to keep up with traffic, but thinks that the assessment for now is good. GM continues to say that there has been a request for a parking waiver from a small water training group and are requesting to waive fees for 15 vehicles for a training. C Caldwell asks if the request was from a nonprofit and GM agrees. P Groves adds that we need to be careful what we get into and that in other areas, they wouldn't get exempt from parking fees, but we could offer a discounted price. P Groves says that we should just talk to the organization about it. GM talks about Easter coming up and as well as having an Easter Egg hunt and Port is hopeful in having C Caldwell helping out and want to have a face painting station and other activities. C Caldwell she is willing to help. GM adds that the museum offer for the old hardware store has been verbally accepted. In grants, we are attempting to find funding for the porch and roof for House 1. C Stipan agrees with the fact that the porch needs work no matter what. GM says that TIB is hosting fundraiser events and the next one will be for the museum. Joint meeting for POHR will be on March 1<sup>st</sup> at 5pm to discuss bridges, OneGorge, BreezeBy. In security, we have a draft security manual and to let GM know about any comments or questions. Accounting position is still open but are awaiting the onboarding process to start for a maintenance position. Rob asks if there are going to be any cruise ships coming in the next couple months and GM replies no, not so far. OM Blue asks who will be attending the joint meeting with POHR, GM says it will be staff and Commissioners from both ports.

**5) Commissioner and Sub-committee reports**

- C Bump: Nothing to add
- C Stipan: Had an enjoyable few hour walk with C Caldwell and Parametrix to go over a trail projections. He also adds that the museum has voted to have a chip-reader and be able to print receipts. He also adds that Janice is now the acting resident of the OMA. He says that the idea of moving on WaNaPa is going to be great and give a lot of exposure for the museum and the Port.
- C Caldwell: She also talks about going on the walk and adds that Parametrix is going to take the comments from the Marine Park SubCommittee to make a new rendition. She adds that the walkthrough was a good day for a walk and was nice for us to be able to have a hands on discussion about the areas that will be worked on such as the beach area and the Sternwheeler parking lot. She says they are trying to look forward to the increase of visitors and be able to make it more efficient. Something that is going to be looked at as well is by having a retaining wall by the boat launch and the bottom of the campground. She says that Brittany Berge has a great idea about having a mural on the wall to include the children and the history.
- VP Lorang: Not much to add
- P Groves: Talks about having lots of meeting but that we are in critical conversations that deal with economical issues such as the Sternwheeler. He says we are finally starting to “put some rubber on the road” and are working on putting a draft to send to AWI about parts and engines. Here again, the biggest thing would be that we need to fill Flex 6. It is a hefty payment on the space but thankfully we do have some interest on it. They have extended the deadline and sees that there are Zoom meetings set up with the various people who are interested. The “prime apple” for us would be a tenant that is able to go in without the Port having to do any changes. He had an ODOT meeting and was briefed out with the OTC on the money the state is going to receive. One of the good things he heard from the presentation was that there is going to be \$40,000. There was also discussions about the bridge and what is going to be the next steps for it as well. C Caldwell says that she looked over the agenda from EDSC and asks about the Harvey Road parking lot. Johnson adds in that it was spoke about in EDSC and that we are waiting on the planning and design work permit that needs to be submitted to the city. It should be submitted sometime soon. That project is one that we requested federal money on to have water and sewer. We are going to need to complete that work by June because we have a timeout on the grant we have received but once we have the “green light” from the city, we will be able to get going. C Caldwell asks about the Tiny House Community and Johnson says that currently it's TBD. GM adds that we have added in the study for this in the SBP. We are in the funding process and will be effective on July 1<sup>st</sup>. C Caldwell asks about the Son of Man building. GM says that they have shown interest in having an addition but nothing new to add on it yet. C Caldwell adds that something she has been thinking about, for the incubator space, that it was a kitchen for the Sternwheeler at one point but offered that it could be redone for AWI so that they don't hav to share the café kitchen with Ixtapa potentially.

**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. Approval of minutes for Commission meeting from February 3<sup>rd</sup>, 2022
- b. Approval of bills in the amount of \$76,091.94
- c. Approval of payroll for \$35,471.75

**C CALDWELL MOTIONS TO APPROVE CONSENT AGENDA AS STATED**

**C STIPAN SECONDS**

**Unanimous 5-0**

**7) Business Action Items**

**a. Approve Oregon Pony Loan Agreement**

- i. GM starts the item by saying that this is the engine in the custom enclosure in the park, is on loan from the Oregon Historical Society. This loan expires on the 28<sup>th</sup> of February. Today she recommends that we extend the loan for another year, returns the loan, or another action. C Stipan asks why we can't extend the loan for more than one year.

**VP LORANG MOTIONS TO EXTEND THE LOAN OF THE OREGON PONY ENGINE FOR ANOTHER YEAR**

**C STIPAN SECONDS**

**Unanimous 5-0**

**b. Approve ARPA Funds Spending Plan**

- i. GM says that she is looking for an approach for changing the scope of the plan that they currently have, as well as approval. We started with \$250 for electrical upgrades throughout the Business Park, \$700,000 for acquisition of SDS property, and \$300,000 for development of Harvey Road parking lot. She says that there is still a step that needs to be discussed which is to talk with Chuck Thomsen. The new plan consists of, creating a container storage yard in the Business Park and lease to customers as an additional source of income, proposed location – Flex 6 lot undeveloped space. Add to existing lottery funding and construct an additional flex building, develop an RV park on Harvey Road, fund Sternwheeler Repower, or other ideas. C Stipan says that he thinks we should make a storage for the maintenance team and be able to store their equipment. VP Lorang asks if we have other properties that people want to be able to sell, P Groves says he thinks we have another area. He also adds that Matt Stevenson is willing to sell to us as well. GM says that the official response we have is that there is no interest in selling the property. She also followed up and asked if they would counter and Matt said no. C Stipan says we can talk about that later but was wondering why not build a maintenance building. VP Lorang agrees. GM says she appreciates that and knows it is a need but the purpose of the funding is for economic development. C Caldwell says she hates having to stop conversations with someone who is willing to sell to us and thinks that it would be the best use for the money. GM says that she agreed with Matt to check in every so often about the plans for the property. She has some ideas of plans that they will want to do with the property but will discuss during Executive Session. GM adds that DAS is quite flexible on the spending plans but it must be listed on the original form, more projects the better. VP Lorang asks if these protects

have to deal with the Marine Park or if they can go towards Moody Road development like the Tiny Home Community. P Groves agrees with VP Lorang and is glad that GM is having ongoing conversations. VP Lorang says that we could be put on the map for having a tiny home community and that it can be bale to have homes for visitors and also make for more affordable homes as well. P Groves agrees and thinks Sen. Thomsen would as well. C Stipan says that it can be a great place for PCT hikers to stay. Johnson adds in that the Moody Road parking lot needs to happen still as well. C Stipan says that the Wyeth parking lot is "primo". GM says that next steps will be to take these ideas to Sen. Thomsen and submit to DAS but if we need to change anything, we will have another meeting on March 3<sup>rd</sup>.

**c. Approve Maintenance Storage Plan**

- i. GM starts by saying we have recently started using the incubator space for maintenance storage for protection from the weather and want to make it a more permanent space. The idea is to have container units to hold equipment that isn't used as frequently and be able to use it to hold large equipment and vehicles that aren't being used as well. We can rent for \$150 a month or purchase for \$3-5,000. She recommends that she wants to make sure it is an agreeable idea with the Commission. C Stipan says that whenever he needs to talk about maintenance, he goes to Todd Mohr. C Stipan asks Mohr what he would prefer. Mohr replies that the incubator space would be most ideal and that if they can't use it, then he would like to have another option because of damages to equipment. There was an incident on Sunday night where someone cut the fuel line to one of the maintenance vehicles. He has already drawn up an idea and a plan to have these containers and have them in a gated place by Flex 6. C Stipan asks how long it would take, Mohr replies that if he had the money, it could be done in 2-3 months. VP Lorang asks for more clarification where the area would be. Mohr says it'll be by the access road and this fenced area would be right against the corner of Bear Mountain and the railroad. VP Lorang and C Stipan ask if this idea can be included in the spending plan. VP Lorang elaborates that he believes that Sen Thomsen would be able to understand that this is important. P Groves adds that this was a big discussion at EDSC. GM says that if we have the general idea for the plan or a general approval, we could partially start on this plan and start moving supplies. The only big expenses would be the fencing, lights, and internet. C Caldwell wants to make sure that we are going to be within the appropriations of Sen. Thomsen. Johnson says that it comes down to the legislative intent, but isn't sure about the maintenance building idea quite yet. It is to be determined. He also adds that once we get the funds, we have until

2024 to spend them. The original intent was for COVID. C Caldwell wants to be able to make sure what we are going to be asking for, that we should make sure we do this right. C Stipan agrees. GM isn't asking for funding appropriations currently. Mohr adds in that currently, maintenance staff is having to stop work 15 minutes early to take the work truck to the toll booth because it is the only secure place.

#### **C CALDWELL MOTIONS TO APPROVE MAINTENANCE STORAGE PLAN**

#### **C BUMP SECONDS**

**Unanimous 5-0**

- d. Authorize President to sign closing documents on closing property purchase.
  - i. GM asked the Commission to authorize P Groves to execute the closing documents.

**VP Lorang made a motion that "We approve President Groves' execution" and J. Stipan seconded. Without objection, President Groves revised the motion to AUTHORIZE PORT COMMISSION PRESIDENT TO SIGN CLOSING PROPERTY DOCUMENTS FOR THE COUNTY PROPERTY ON HARVEY RD and called for a vote.**

**Unanimous 5-0.**

- e. Approve Procurement for pFriem Expansion
  - i. C Caldwell doesn't feel comfortable voting yet about this due to the short amount of time from receiving the documents. Darrin starts by saying that the proposal is from the original architect for Flex 5. C Caldwell says that she noticed some of the costs that were in the professional services agreement and wants to know who will be paying it. VP Lorang adds in that this is part of the original plans and that if it was denied now then it would be inconceivable. He says that the original agreement is contingent onto the expansion. C Caldwell says that she will abstain from voting if there is going to be a vote tonight and that she hates not being prepared with questions for Darrin. Darrin says that he understands and appreciates that she feels that way but knows that it has been kind of remised from the Commission. He says that it was originally permitted by the City and that the design of the original building was made for the expansion. Rudy Kellner approached the Port about this last year and said that due to storage issues, they need to be able to look to the future about the storage. The estimate of total project cost would cost around \$1 million. They have already prepared the gravel area that was done with the original building. It will mimic the existing building but won't be as wide. C Caldwell thanks Darrin for his more information on this but will still abstain from voting.

#### **C STIPAN MOTIONS TO APPROVE THE PROCUREMENT FOR THE PFRIEM**

#### **EXPANSION**

#### **VP LORANG SECONDS**

**Unanimous 4-0**

**C Caldwell abstains**

- b. Out of Executive Session and Into Regular Session at 9:02 pm
- c. Any action as a result of Executive Session
- d. Resolution 2022-2; To Complete Letter of Credit

**C STIPAN MOTIONS TO APPROVE RESOLUTION 2022-2 TO OPENING A LINE OF CREDIT**

**VP LORANG SECONDS**

**Unanimous 5-0**

**C CALDWELL MOTIONS TO EXPLORE A PATH TO GET OFF OF USING THE TOLLS OF THE BRIDGE EXCEPT FOR MAINTENANCE AND ADMIN COSTS FOR THE BRIDGE. THIS IS IMPORTANT TO THE LONG TERM PRESERVATION OF OUR 100 YEAR OLD BRIDGE AND STAYS IN ACCORDINANCE WITH OUR BRIDGE ENGINEER'S COST ESTIMATES FOR THE UPCOMING YEARS OF MAINTENNACE. THIS ACTION WILL ALSO OPEN THE OPPORTUNITY TO ASK FOR FEDERAL AND STATE FUNDS IF AND WHEN NEEDED**

**C BUMP SECONDS**

**Unanimous 5-0**

9) Adjournment 9:07 pm

**C STIPAN MOTION TO ADJOURN**

**C CALDWELL SECONDS**

**Unanimous 5-0**

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting by contacting the Port of Cascade Locks office at 541-374-8619.*

**Port of Cascade Locks**



**Port Commission President**

**Jess Groves**



**Port Commission Secretary/Treasurer**

**Joieinne Caldwell**