

Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, May 16, 2019 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, Lorang and Bump were present. Commissioner Stipan was excused. Commissioner Caldwell arrived at 7:30pm **Others Present:** GM Paul Koch, Accounting Specialist Melissa Warren, Bridge of the Gods Manager Ryan Vollans, Deputy GM (DGM) Olga Kaganova, Port Attorney Laura Westmire, Government Relations Director Mark Johnson, Butch Miller Secretary Sally Moore, Economic Development & Property Manager Don Mann, Dave Lipps, Gary Munkhoff, Skamania County Pioneer Editor Philip Watness, Day CPM Project Manager for Thunder Island Brewing Andres Claux and camera operator Marianne Bump.
Additions & changes to the agenda: DGM Kaganova deleted Item 2b. as the Auditors will report to the Commission on June 6, 2019. Also added were minutes for February 27, 2019 and March 7, 2019 to the Consent Agenda. DGM Kaganova added a Commission Policy Review on ORS 777 Ports Generally to the GM Report.
 - **Declaration 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. **Status update from Thunder Island Brewing (TIB) –** Dave Lipps, owner of Thunder Island Brewing introduced Project Manager Andres Claux; stating he is with DayCPM and he presented a project update for the building on Wa Na Pa St. Andres gave a brief overview of the history of Thunder Island Brewing and stated that they have modified the project as the initial costs for the building were over budget. Their budget is \$3 million and O'Brien Construction's budget was close to \$4.1 million. Therefore, the building will be smaller by 20%. However, the restaurant will still be the same size. Andres stated TIB then decided to hire Day CPM to help them achieve the project. TIB has also hired Orange Wall Studios to modify the project and has signed a preconstruction contract with Yorke & Curtis to work on the budget and to direct preconstruction activities. Andres stated that TIB plans to start construction August 15, 2019 with occupancy by June 15, 2020. Andres stated they will have frequent meetings with the team to stay on track. The next steps will be getting the permits in order. Andres stated they should have them within two weeks to submit to the County. Dave Lipps stated they wished they had hired DayCPM first. Economic Development & Property Manager Don Mann stated he has worked with DayCPM for many years and they are honest and trustworthy.
 - b. **Review and presentation on 2017-18 Audit by Pauly-Rogers-** Deleted from the agenda. Rescheduled for June 6, 2019.
 - c. **Status update on legislation and government relations –** Government Relations Director Mark Johnson gave an update to the Commission. Mark stated the economy in Oregon is

better than anticipated. Mark noted that the State has budgetary flexibility with an unanticipated windfall this year. Mark stated that he attended a Recreation Summit Conference. Event Coordinator Jan McCartan attended as well. He stated he is involved with Recreation at the legislative level. Mark stated the biggest benefit of the conference was better communications and relationships and this enhances the economy of Cascade Locks. Mark stated one of the goals of the summit was how to get the word out to tourists on how to recreate responsibly and the bigger question is how this can be communicated to the larger recreational community? Mark stated the 26 mile mountain bike trail is moving ahead.

- d. **Review and status update on the Toll Technology**-- DGM Kaganova reported that some of the items discussed tonight will be held in the Bridge of the Gods subcommittee level. A date will be set for that meeting. Manager Ryan Vollans gave a review on the timeline of the Toll Technology. In his report he states, that in August 20, 2018 the Port executed an agreement with P Squared Solutions to provide equipment and technology to facilitate the implementation of the Toll Technology. Ryan stated the transponder placed on the vehicle windshield will be read and take the toll off the vehicle and charge accordingly. The toll collector will still count the axles. Toll collectors will still accept cash and coupons will slowly be phased out. Ryan stated toll collector duties will not change; but the workload will be cut down. GM Koch stated there is always a toll collector at the Tacoma Narrows toll booth. They will still be collecting toll. Ryan stated Toll revenue was down in February most likely due to the snowstorm. He noted revenue is up in May due to better weather and increased tourism

- 4) **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 item from the Consent Agenda for individual discussion).**

- a. Approval of minutes for budget meetings February 7, 2019 and February 21, 2019. Added at the meeting were the minutes for February 27, 2019 (Special Meeting) and March 7, 2019
- b. Approval of bills in the amount of \$297,087.63
- c. Approval of April payroll in the amount of \$71,042.22

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE CONSENT AGENDA AS STATED. SECONDED BY COMMISSIONER BUMP. The motion was unanimous. 4-0.

- 5) **Commissioner comments and Commission sub-committee reports --** CP Groves stated the pFriem project came in over budget and asked the Port Attorney if a new motion needed to be made to approve him as signer for the new contract. He noted the Commission has already approved him to sign the contract. Port Attorney Laura Westmire replied yes.

COMMISSIONER LORANG MADE A MOTION TO ACCEPT A BID NOT TO EXCEED \$4,750,000 AND TO ISSUE A NOTICE OF INTENT TO AWARD AND AUTHORIZE THE COMMISSION PRESIDENT TO SIGN THE CONTRACT. SECONDED BY COMMISSIONER BUMP. THE MOTION WAS UNANIMOUS 4-0.

Don stated the Intent to Award will be issued next week. CP Groves stated the bid can be negotiated if the intent is not changed. Don stated they will continue to negotiate the value engineering. CP

Groves stated they will set up a date with the Heuker Brothers to get an update on their building plans in the Business Park. CP Groves stated that the HR County Chair and the County has decided to fix Knobby's corner in Hood River. It is a dangerous corner and will be widened. Commissioner Lorang stated that Cascade Locks now has a swim bus that comes and picks up kids and takes them to the pool in Hood River.

6) **Commission Business Action Items - None**

7) **General Manager's Report # 99:**GM Koch stated Event Coordinator Jan McCartan organized a very nice Action Team meeting in House 3, showcasing the new renovations. Locks of Dogs donated and catered the food. He noted there were around 60 people there. Paul stated the newly revised operating procedures are in the Commissioners hands and does address ORS 777, Ports Generally. GM Koch stated that on June 12 the Commission will be asked to decide on whether to extend the Thunder Island Brewing Lease. GM Koch stated he is working with staff to strategize methods to make OneGorge more effective both in Salem and Olympia. GM Koch stated that Port staff is attempting to set up a meeting in late May with Lynn Burditt of the US Forest Service to discuss the removal of the restroom from Toll Booth Park; so that eventually the lane at the toll booth can be expanded for the Breezeby transponder system. GM Koch stated he worked with the Columbia River Tribal Council to legally remove an abandoned boat that was in the day use parking lot for five months. Butch Miller reported he attended a Hood River Energy Task Force Council meeting regarding meetings. The meeting was on buildings and did not apply to the Port. DGM Kaganova Kaganova reported that the water leaks in the Business Park need to be repaired before the fire hydrants out there can be fixed. DGM Kaganova stated she has been meeting been meeting staff individually. She noted it is great to meet with them. DGM Kaganova stated the next steps for the Airport property are to meet with the Hood River transportation system (CAT); as they are interested in collaborating on a joint proposal to place a hub on the property. One of the next steps is to prepare of letter of intent stating this and attend a board meeting. DGM Kaganova reported The BUILD is progressing; and a high level transportation scoping project was done earlier. ODOT is helping to narrow down costs for a recommendation . The Port need a clear cost for the grant. ODOT is collaborating on the BUILD grant. One option is to either build a roundabout or place a signal on WaNaPa and Toll House Rd. Olga stated a traffic engineers analysis needs to be done first. She stated the Port needs to retain an engineer first; and asked the Commission for authorization to retain an engineer to analyze data for the BUILD grant and to spend up to \$10,000 for these costs.

Commissioner Caldwell arrived at 7:30pm

COMMISSIONER LORANG MADE A MOTION TO AUTHORIZE THE DGM TO ENTER INTO A CONTRACT WITH PBS ENGINEERING IN AN AMOUNT NOT TO EXCEED \$10,000 AND AUTHORIZE THE PORT PRESIDENT TO SIGN IT. SECONDED BY COMMISSIONER BUMP. The motion was unanimous. 5-0.

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

THE COMMISSION RECESSED OUT OF REGULAR SESSION AT 7:45


a. **Discussion of Thunder Island Brewing Strategy**

b. Discussion on AWI Strategy

THE COMMISSION WENT OUT OF EXECUTIVE SESSION AT 8:05PM AND RETURNED TO REGULAR SESSION AT 8:05PM

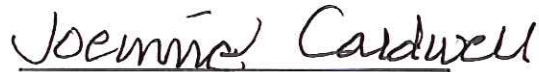
- 8) Any action taken as a result of Executive Session - None
- 9) Adjournment: COMMISSIONER CALDWELL MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 5-0. The meeting adjourned 8:06PM.

Port of Cascade Locks:



Jess Groves, President
Port Commission

Attest:



Joenne Caldwell, Secretary
Port Commission

DATE APPROVED: 8/15/2019
Prepared by: Sally Moore