

Port of Cascade Locks

The Port of Cascade Locks Commission Meeting was held Thursday August 20, 2020 via Zoom in Cascade Locks, OR 97014.

- 1) **Commission meeting called to order:** CP Groves called the meeting to order at 6:00pm.
 - a. **Roll Call:** Commissioners Groves, Caldwell, Stipan and Lorang were present. Commissioner Bump was excused.
 - b. **Others Present:** GM Olga Kaganova, Secretary Sally Moore, Cascade Locks Elementary School Principal Adrienne Acosta, Energy Task Force Appointee Butch Miller, Museum Director Janice Crane, Port Engineer Darrin Eckman, Economic Development Manager Don Mann, Rob Peterson, Accounting Specialist Melissa Warren, and Port Counsel Tommy Brooks.
 - c. **Modification, Additions & changes to the agenda:** TIB added to Executive Session
 - d. **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 Energy Task Force –** . Butch Miller, Port Representative for the Hood River Energy Task Force reported there was no meeting this month. Some proposed projects for Hood River have included a new an in pipe hydroelectric system into town generating electricity. It will generate electricity It will pay off after 30 years. There was a letter of support sent out for some electrical farm equipment. Senator Merkley also supports this effort. Butch stated that Energy Trust of Oregon may be a resource for grants for the Port for LED lighting. He asked Sally to add him again the email list to enable him to receive agendas, etc.
 - b. **Government Relations update -** Mark Johnson was not present at the meeting. CP Groves stated he received a call from Senator Betsey Johnson from the Ways and Means Committee stating she would be happy to discuss the potential loss of the \$2.4 Million in lottery bonds to the Port due to the COVID. CP Groves wrote a letter on behalf of the Port lobbying to retain the \$2.4 million the Port was expected to receive in 2021.He said Betsey does support the Port and the project is in the works to be renewed. The Port needs to contact Senator Chuck Thomsen to ensure it is still in there.

- 4) **General Manager Report #24–** GM Kaganova stated that a part needed replaced on the Breezeby system failure on bridge. She has received some complaints about the playground being closed. Maintenance may begin sanitizing and removing fencing to slowly reopen the playground for single entries. GM Kaganova reported that Son of Man rejected the Port alternate lease proposal. This will be discussed at the next Economic Development meeting to decide how to move forward. GM Kaganova stated that Grain Integrative Health has not started tenant improvements in Flex 3 yet due to a personal matter; however, their contract is complete, and the Port is awaiting permits. The Port is having Parc Resources research EDA grant opportunities. GM Kaganova reported the fill dirt from the Gorges brewing property on WaNaPa Street is being moved to help build the Emergency Access Road in the Business Park on lot 6. GM Kaganova reported that the preconstruction meeting for the earthwork part of the 40,000 s.f. building project is next week. Staff has been working on Parking fees and other items. This has been worked on the EDSC level. GM Kaganova reviewed articles for the Port newsletter; adding she thinks reaching out to the Tourism committee to work together on the entry to Cascade Locks to clean it

up. She will ask for community support for volunteers and would like to support this as a Port. GM Kaganova stated there have been a lot of wedding requests for 2021. School Principal Adrienne Acosta said that students had cleaned up in front of the school and there may be an interest in creating a garden club.

5) **Commissioner and Sub-committee Reports** – Commissioner Caldwell thanked the staff for dealing with the COVID 19 changes and showing "Grace" for the things they are getting things done in these extraordinary times. She sees the Port working as a team. Commissioner Caldwell said she and Commissioner Stipan and staff met to discuss forming a Marine Park Master Plan subcommittee to keep moving this forward. She stated so much work was put into this plan, that it needs to be reviewed and kept up annually. Commissioner Caldwell and Commissioner Stipan have agreed to be part of this subcommittee. This plan needs to be brought to the Commission for review and the Port needs to be involved in SHPO for all projects and have to do projects historically correct according to their guidelines. Commissioner Stipan stated that this plan needs to keep moving forward. He stated at the Museum Board meeting, the Magical History Tour has been cancelled due to COVID. Commissioner Stipan stated there are 53 new members as a result of the membership drive! The annual meeting will be online on September 16. He said the board is thinking of having an online auction. CP Groves reported that they have been working out the details on the new parking plan through EDSC meetings. They decided to add a public citizen to the Economic Development Subcommittee (EDSC), mainly for the parking program. There was a consensus to donate the banner on the bridge to the Museum after COVID.

6) **Consent Agenda****

- a. **Action to approve the minutes for Commission meeting for August 6, 2020**
- b. **Action to approve bills in the amount of \$253,388.17**
- c. **Action to approve payroll for August 20 the amount of 31,945.71**

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

7) **Business Action Items**

- a. **Action to cancel September 3, 2020 Port Commission meeting** – GM Kaganova stated there will be no Commission meeting held on Thursday September 3, 2020, adding there may be a Special meeting called in September or before as there are some pending action items. She asked for a motion to cancel the meeting as she will be on vacation until September 8, 2020.

COMMISSIONER CALDWELL MADE A MOTION TO CANCEL THE SEPTEMBER 3, 2020 MEETING. SECONDED BY COMMISSIONER LORANG. The motion was unanimous 4-0.

- b. **Action to establish Marine Park subcommittee** – GM Kaganova stated that the Commission has been interested in meeting again to keep the Marine Park Master Plan updated. Commissioner Caldwell and Commissioner Stipan have volunteered to be on this subcommittee as well as supporting staff. This subcommittee will combine the Overcrossing and Pony subcommittee with this subcommittee. The Plan will be revised and adopted annually as a result of this subcommittee.

COMMISSIONER STIPAN MADE A MOTION TO ESTABLISH THE MARINE PARK SUBCOMMITTEE AND END THE OVERCROSSING AND PONY SUB-COMMITTEE. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 4-0

- c. **Action to appoint Rob Peterson to the Economic Development subcommittee – Rob has been attending the Commission and edsc meetings for a while and is interested in becoming a citizen member. Rob accepted the role.**

COMMISSIONER CALDWELL MOVED TO ACCEPT ROB PETERSON AS CITIZEN APPOINTMENT TO THE EDSC. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 4-0.

- d. **Action to approve contract for Flex 6 construction – The Flex 6 bids have been opened and CP Groves stated fortunately the costs came in really well. There were 8 bidders. The Port looked at borrowing at 6.6 million dollars. The low bid came in under 5 million. Port Engineer Darrin Eckman shared the Port 4.6 to 5.2. The lowest bids were only 2% apart from one another. Darrin stated that the plans were very accurate, so the bidders knew what was required. JH Kelley was the low bidder at \$4,638,668.50. The Notice of Intent will be signed after approval tonight and be effective August 21, 2020 given there are no irregularities. JH Kelly also constructed the pFriem Flex 5 building this past year. Darrin stated this does not include the 10% contingency fee and there will be soft costs as well. Darrin stated after issuing the Notice of Intent to Award there will be a 7 day protest period before the contract can be signed.**

COMMISSIONER CALDWELL MADE A MOTION TO APPROVE A CONTRACT WITH JH KELLEY IN THE AMOUNT OF \$4,638,668.50 FOR OF THE FLEX 6 BUILDING, ISSUE NOTICE OF INTENT EFFECTIVE AUGUST 21, 2020 AND AUTHORIZE THE COMMISSION PRESIDENT TO SIGN ANY AND ALL DOCUMENTS GIVEN THERE ARE NO IRREGULARITIES. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 4-0.

THE COMMISSION RECESSED OUT OF REGULAR SESSION AT 7:20PM.

THE COMMISSION WENT INTO EXECUTIVE SESSION AT 7:20PM.

THE COMMISSION RECESSED OUT OF EXECUTIVES SESSION AND BACK INTO REGULAR SESSION AT 7:20PM.

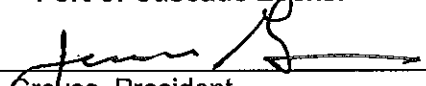
- 8) **Executive Session under ORS 192.660 2 (e) Real Property Negotiations and ORS 192.660 (2)(h) Litigation**
- 9) **Any action as a result of Executive Session –**

COMMISSIONER CALDWELL MADE A MOTION TO ACCEPT THE PROPOSAL FROM SON OF MAN AT \$12,000 AT 3% INTEREST OVER THE NEXT 3 YEARS. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 4-0.

COMMISSIONER STIPAN MADE A MOTION TO APPROVE THUNDER ISLAND REQUEST FOR THEIR SOFT OPENING. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 4-0.

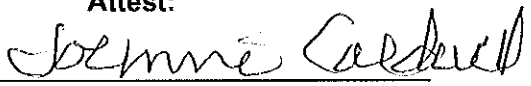
10) Adjournment: COMMISSIONER CALDWELL MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 4-0. The meeting adjourned at 7:45PM.

Port of Cascade Locks:



Jess Groves, President
Port Commission

Attest:



Joeinne Caldwell Sec. Treasurer
Port Commission

DATE APPROVED: 10/11/2020
Prepared by: Sally Moore