

Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, August 15, 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, Stipan and Bump were present. **Present:** GM Olga Kaganova, Accounting Specialist Melissa Warren, Bridge of the Gods Manager Ryan Vollans, Port Attorney Laura Westmire, Government Relations Director Mark Johnson, Maintenance & Construction Manager Todd Mohr, Secretary Sally Moore, Economic Development & Property Manager Don Mann, Special Projects Coordinator Brittany Berge and camera operator Marianne Bump.
 - **Additions & changes to the agenda – None**
 - **Declarations 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. **Verbal status update on Special Projects –** Special Projects Coordinator Brittany Berge gave a quarterly report. She stated the Port is reaching out through Facebook, Instagram, Google and Yelp. The Port uses email lists to send out agendas and other notices. Bridge Alerts are used to send out notices via FB, etc., and to the Common Carrier Transportation center to notify drivers of delays and closures on the bridge. The Port utilizes the Cascade Locks Neighborhood and Columbia Gorge Road Conditions pages to reach out and post notices of interest to the community. Brittany stated the Port sends out a monthly newsletter through the Postal Service. Brittany stated campground revenue is up 28% from 2018. She noted there have been 597 campers in the hiker/biker overflow camping area. Brittany reported that the Safety Committee will start the first round of CPR training. M&C employee, Travis Randall has been certified to train employees. The first class will be September 8. Eventually all employees will be CPR certified for two years. Brittany stated the Maintenance crew took a Blood Bourne Pathogen class due to an increase of needles found in Marine Park.
 - b. **Update and status report on Energy Task Council – None**
 - c. **Status update on legislation and government relations –** Government Relations Director, Mark Johnson reported that the Governor signed the bill for the Port to receive the \$2.4 million in 2021; adding that these are Lottery funds. Mark noted that Cascade Locks received the most amount of money in the State. Mark stated the Port is still working on the Title 23 language change waiver. This will enable the Port to receive Federal monies to build the overcrossing on the Bridge of the Gods. Mark stated the Port hired a videographer to film PCT hikers on the bridge, advocating for an overcrossing to make this crossing safer for pedestrians and equestrians. This film will be shipped to Legislators to view. There was also a T-shirt made that states “ I survived the walk across the Bridge of the Gods. This will be given out at Pacific Crest Trails on Saturday. Mark stated the Port is sharing a booth with

the Tourism Committee and contacts for your Senator will be given out so citizens can advocate for an overcrossing on the Bridge of the Gods.

- 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 May 2, 2019, May 16, 2019, Budget Orientation April 16, 2019, Budget Meeting May 7, 2019, and Budget Meeting June 7, 2019.**
 - b. **Approval of bills in the amount of \$847,147.42**
 - c. **Approval of June 2019 payroll in the amount of \$ 107,991.95 and July 2019 payroll in the amount of \$78,638.47.**

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE CONSENT AGENDA AS STATED. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 5-0.

THE COMMISSION RECESSED AT 6:38PM TO GO TO THE BUSINESS PARK TO DISCUSS FUTURE POSSIBILITIES AND TO VISIT THE PFRIEM SITE AND THE BRIDGE OF THE GODS.

THE COMMISSION RETURNED INTO REGULAR SESSION

- 5) **Commissioner comments and Commission sub-committee reports – None**
- 6) **Commission Business Action Items – GM Kaganova moved Items c and d before a and b**
c Action to approve Bridge Deck Rehabilitation Bid to Conway Construction and to approve \$100,000 from the Bridge Set Aside Fund – Bridge Manager Ryan Vollans stated the Commission is aware that the concrete on the WA Approach on the bridge deck is failing due to the salt WSDOT uses on Highway 14. The ODOT 2017 bridge inspection noted that in 2015 the deck rating was a six, and in 2017 was a five. This fall, the Bridge is scheduled to have an inspection; so it is important to get done prior to the ODOT inspection. Ryan stated concrete core tests taken in September 2018 showed high levels of chloride in the southbound lane. Another winter will further damage the bridge. There will be a full bridge closure for 20 nights between 9:30pm-5:30am. There were four bidders, and Conway Construction was identified as the lowest bidder with an overall base bid of \$362,221.

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE BRIDGE DECK REHABILITATION PROJECT IN THE AMOUNT OF \$362,221.00. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 5-0.

COMMISSIONER LORANG MADE A MOTION TO ADOPT RESOLUTION 2019-7 TRANSFERRING AN AMOUNT NOT TO EXCEED \$100,000 FROM THE BRIDGE SET ASIDE FUND FOR THE BRIDGE DECK REHABILITATION PROJECT. SECONDED BY COMMISSIONER STIPAN.

GM KAGANOVA STATED THERE IS A COMPONENT TO THE RESOLUTION NOT YET PRESENTED AND ASKED COMMISSIONER LORANG TO TABLE HIS MOTION.

GM Kaganova stated that there is an additional request for \$20,000 to be placed all in one Resolution. She asked for an amended motion and requested to add that amount from the Bike/Ped crossing.

COMMISSIONER LORANG AMENDED HIS MOTION TO ADOPT RESOLUTION 2019-7 TRANSFERRING NOT EXCEED \$100,000 FOR THE BRIDGE DECK REHABILITATION PROJECT FROM THE SET ASIDE FUND AND TO TRANSFER \$20,000 FOR THE BIKE/PED OVERCROSSING FROM THE SET ASIDE FUND. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 5-0.

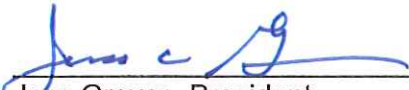
- d. **Action to approve the Intergovernmental Agreement (IGA) on Toll Technology with the Port of Hood River** – Ryan Vollans, Bridge Manager stated the Agreement is final and all the points have been agreed to. CP Groves asked if there will be an inventory to track the separation for Port of Hood River and Port of Cascade Locks transactions. Port Attorney Laura Westmire was present and stated the transaction will show what bridge the customer crossed. Ryan stated that one Transponder will be given to each household and the next will be sold for \$5. CP Groves stated the Port would like to have regular meetings with the Port of Hood River. Port Attorney Westmire stated that the Port has opportunities to meet. They are, annually for contract renewals and for disputes. Laura stated she is unsure if their Commission has seen the IGA yet. GM Kaganova proposed reaching out the POHR Commission President to see if their Commission has seen the IGA. CP Groves would like to know if they would like to form a Committee; adding it is very protective for both sides. GM Kaganova will reach out to the POHR GM, Mike McElwee to say they would like to meet more regularly with the Port of Hood River. This Item was tabled for the next meeting and no action was taken.

7. **General Manager Report** : GM Kaganova reported staff is working with Pacific Crest Trail and the Tourism Committee to develop promotional materials for the bike/ped crossing. T-shirts and promotional handouts have been ordered. GM Olga Kaganova stated the Old-Timers have approached the Port asking for help with the picnic as the Lions Club has dissolved. She noted the school and County are offering free haircuts and a fashion show on August 26 at 10:am. The tennis courts have been resurfaced and refenced. Landscaping needs to be done. Movies in the Park has been a success. GM Kaganova stated she will attend the Coastal Caucus next week. GM Kaganova stated that pFriem will have a groundbreaking ceremony in the Business Park on August 20 at 5:50pm.
- 8) **Executive Session under ORS.192.660. (2) (e) Real Property Negotiations**
- 9) **Any action taken as a result of Executive Session - None**

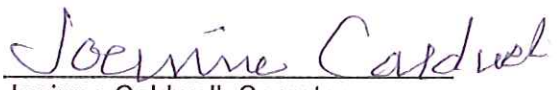
- 10) Adjournment: COMMISSIONER LORANG MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0. The meeting adjourned 9:35PM.

Port of Cascade Locks:

Attest:



Jess Groves, President
Port Commission



Joieinne Caldwell, Secretary
Port Commission

DATE APPROVED: 10-17-19
10/15/19
Prepared by: Sally Moore