

Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, February 13, 2020 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.
 - a) **Pledge of Allegiance**
 - b) **Roll Call:** Commissioners Groves, Lorang, Stipan, and Bump. Commission Caldwell absent. **Present:** GM Olga Kaganova, Special Projects Coordinator Brittany Berge, Accounting Specialist Melissa Warren, Bridge of the Gods Manager Ryan Vollans, Port Attorney Casey Nokes, Economic Development and Property Manager Don Mann, Government Relations Director Mark Johnson, Maintenance Manager Todd Mohr, Jeff Caldwell, Dennis Corwin, Rob Coury, Museum Executive Director Janice Crane, Terry Zwansiger and Butch Miller.
 - c) **Additions & changes to the agenda** - None
 - d) **Declarations of potential conflicts** – None

- 2) **Public Comment** - Janice Crane, executive director of the museum publicly thanked the Port Commission for their ongoing support. She shared a document highlighting museums as economic engines. She reported opportunities of job development through construction of the pony building and impacts on regional tourism

- 3) **Special Presentations & Reports by outside resources, staff & Government Officials**
 - a) **Proposed Flex 6 Plan Review** - Don Mann provided an overview of the plan for the Flex 6 building. (Almost 40,000 sq ft, the building is mostly open design, will accommodate about 75 employees. 2-4 electric charging stations, prepared for a mezzanine, and other) Design is done, getting MEP done, in the meantime we're applying for financing. Overall project cost is over \$6mil. These will be refined further as we go along. Looking at groundbreaking in first week of May, and a 9-month construction period.

 - b) **AWI Report** - Rob Coury introduced himself as a new board member with AWI and stated that his board member responsibilities are specific to Cascade Locks operations. Jeff Caldwell reported that this coming season's schedule will closely mirror last seasons. He shared that they decided to pull out of the Tri-Cities 10-day operation they have historically done in the early spring, instead will open the Cascade Locks season early. Rob reported the operating results of 2019. He stated that the contracted improvements on the boat now have reached \$1.9 million. He reported that 2019 gross sales hit \$3.15 million, passenger number hit 42,300 which he shared that was about max at current operations. Jeff reported that they replaced the original boiler system with a new heat system and created an on-board photo system. He reported that a new induction system has greatly improved the galley operation. Currently, the crew is working on wheel board replacement and detail work. Steel members of the wheel has been inspected, welded and repainted. Jeff shared that needed improvements are flooring, wall paper needs replaced, second floor carpet, ceiling tiles, bar remodel, buffet/schaffer, bus station and bar redesign, engines and panel (parts antiquated) Dennis shared that the jetboat cruises will be running again with bigfoot themed excursions, but not running to Cascade Locks to avoid timing issues with the lock. He reported that they have been running the Locks Café year-round at a loss, but with the benefit of keeping staff on board. CP Groves shared that the engine

system was installed in 1983. He went on to explain the engines operating the generator. He stated that they are looking into grant opportunities to upgrade engines. Rob shared that although the grant opportunities would be appreciated, that the multiple pieces of the project need to be completed at the same time, which is estimated to be a \$1 million project. Commissioner Stipan asked what brand of engine they are proposing to buy. Dennis responded Caterpillar, due to proximity of service available.

4) Executive Session under ORS 992.6(h) current litigation or litigation likely to be filed & ORS 992.6(e) Real Property Negotiations

CP GROVES RECESSED OUT OF REGULAR SESSION AT 6:41 PM AND WENT IMMEDIATELY INTO EXECUTIVE SESSION.

CP GROVES RECESSED OUT OF EXECUTIVE SESSION AT 8:52 PM AND WENT IMMEDIATELY BACK INTO REGULAR SESSION.

5) Any action as a result of Executive Session

COMMISSIONER LORANG MOTIONED TO FINALIZE 2-YEAR LEASE WITH MOSSY ROCK MUSHROOMS AND AUTHORIZE PORT PRESIDENT TO SIGN LEASE AGREEMENT. SECONDED BY COMMISSIONER JOHN STIPAN. THE MOTION WAS UNANIMOUS. 4-0.

6) Special Presentations & Reports by outside resources, staff & Government Officials

- a) **Legislative Report** – Mark reported that there are two funding requests; bike-ped and museum. On the bike-ped project, he and Paul packaging differently by modeling funding after Gorge Commission model by matching funds between Oregon and Washington. Mark presented Capital Request narrative which partners with Pacific Crest Trail Association. Mark had all legislators in Oregon related to the Gorge to sign off on capital request. He reported that the Capital Request is now going to Ways and Means Committee. Second funding request for the Pony Building, an ask by community (Port, City, Museum) for \$900,000. Mark shared with the Commission that next Wednesday is Gorgeous Night Out in Salem and that this year the event is being held in a much bigger room. CP Groves shared that earlier this month representatives of the Port visited with Senator King and heard from Governor's Advisor on Recreation who shared that the Governor has \$100m discretionary spending fund and suggested he could carve out \$500k from that to assist with funding of Bike-Ped. Port representatives were joined in this effort by Mark Larabee (PCTA), Bob Hamlin (Skamania County) and Jim Sizemore (Klickitat County). GM Kaganova felt that the Olympia event was lighter than the previous year, but more meaningful connection. Mark reported that PNWA Mission to DC will be the first week of march and that he is busy scheduling appointments. The focus of the Port will be Title 23 Waiver discussions with the federal legislators. He shared that the language for the waiver will likely be contained in a 2020 Fast Act Reauthorization Bill. CP Groves shared also planned to attend EDA meeting with Mayor Tom Cramblett and City Administrator Gordon Zimmerman. Mark shared that he made a connection with a retired individual of Union Pacific and still has strong connection to the Omaha headquarters. Mark toured him of the property, and he pointed Mark in the right direction to take the conversation concerning the Union Pacific property that the Port hopes to acquire.

7) Commissioner Comments and Commission Sub-committee Reports – Jess shared that last Monday he attended ODOT Region 1 ACT. He stated that the former chair, Tammy Baney was rural

focused, but the new chair made comment that he's a Portland guy, then immediately appointed chair who was also a Portland-metro guy. Concerned that the group is going to be metro focused and will be sharing his thoughts with Nate Stice. CP Groves reported that Wa Na Pa paving has been delayed a third time until this fall. CP Groves shared that Rian Windsheimer is concerned about project being able to be completed in the fall due to weather. CP Groves plans to start pressing on ODOT representatives to make sure the project gets completed. He also reported there will be a meeting with ACT group on the fact that Hood River County did not get a project out of the 2021-24 Statewide Transportation Improvement Plan. He's hoping to make argument like last time this happened and was able to a project approved. GM Kaganova shared that there has been an interest in property from a company that builds structurally insulated panels. The company requires a large space near railroad spur. CP Groves spoke with gentlemen interested in building a marina and campground in Cascade Locks. He also stated that the Commission was supposed to hear from Brett, a gentleman interested in building cabins in the Business Park tonight but postponed to the 20th meeting.

8) 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 January 16, 2020 and January 30, 2020
- b) Approval of bills in the amount of \$1,708,007.83
- c) Approval of December 2019 payroll in the amount of \$70,790.67

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

9) Business Action Items

- a) **Approve Change Order 3 for pFriem project** – Economic Development and Property Manager Don Mann reported to the Commission the proposed Change Order of \$18,107 increase for wall thickness changes, wiring of cooler solenoid and lights inside the cooler. Don shared that close to wrapping up project by end of month.

COMMISSIONER LORANG MADE A MOTION TO APPROVE CHANGE ORDER 3 FOR THE PFRIEM PROJECT IN THE AMOUNT OF \$18,107. SECONDED BY COMMISSIONER BUMP. The motion was unanimous. 4-0.

- b) **Approve Center Park Stage Rebuild** – Maintenance Manager Todd Mohr reported that current Center Park stage is rotten and proposed two options; construction of pressure treated cedar for an estimated amount of \$3,126 or Trex which would double life expectancy for an estimated \$4,411.60. There was a discussion on material options. Consensus to remove damaged stage and move discussion of options to next agenda. Olga plans to have discussion with Jason Waicunas of PCT Days.

- c) **Slash Burning Jobs** (Item d.) - Todd requested bids for slash burning on the Moody Road property. Summit didn't respond, Dennis Snyder estimated \$17,400, Eddie Coogan may not be licensed in Oregon Will pursue more information. Jess suggests talking with Coogan to get more details of expected work. Olga asked if there was an issue with Coogan Oregon credentials, if the commission supported moving forward with the other bid. Commission consensus was met. Todd

reported the findings of the sewer line project at the Locks Café building to the commission and expressed his frustration with the condition of the grease trap and clogged line. Commission agreed the Port will send a letter to AWI concerning the conditions of the grease trap and sewer line being clogged.

COMMISSIONER STIPAN MADE A MOTION TO ACCEPT LOW BID FOR SLASH BURN ON MOODY ROAD WITH STIPULATION IF UNABLE TO COMPLETE JOB TO EXPECTATIONS TO GO TO NEXT BIDDER. SECONDED BY COMMISSIONER BUMP. The motion was unanimous. 4-0.

- d) **Action to award Bridge Repair contract** – Ryan shared with the commission the bid results of the Bridge of the Gods Truss Impact Repair project. Engineer estimate was \$328,000. Ryan reminded the Commission that the repairs will be paid for by the driver's insurance company.

COMMISSIONER LORANG MADE A MOTION TO AWARD CONTRACT TO STELLAR J IN THE AMOUNT OF \$253,169. SECONDED BY COMMISSIONER STIPAN. The motion passed unanimously. 4-0.

Jess expressed concern on continuing coupon collection at the toll booth based on the commission decision to discontinue at a certain date. Discussion on flexibility of coupon collection. Confusion for customers on mixed messaging. Propose better plan at next commission meeting.

- e) **Approve Solicitation for Cascade Locks Marine Park Overpass Trail** – GM Kaganova presented the document for solicitation for development of trail plan through Marine Park in connection to the proposed overpass into the park. Commission agreed to table solicitation for the following meeting to include trail to Thunder Island.

- 10) **General Manager's Report** – GM Kaganova reported to the Commission that Matt Novak of NW Trail Alliance has proposed a maintenance party on March 14th on the EasyClimb Trail with participation of the local Boy Scout Troop. He requested that the Port contribute by means of pizza luncheon for the volunteer workers and GM Kaganova asked the Commission for consensus to do so. There was consensus from the Commission. Thunder Island Brewing has met their milestone and lease has been extended through March. GM Kaganova proposed a new meeting date of February 25th at 7pm for the Joint meeting with City and Museum. There was a discussion on meeting times. Consensus was to propose either March 11th or 18th at 7pm for this meeting. GM Kaganova reported that Don Mann, Melissa Warren and herself attended the annual Special Districts Association of Oregon Conference and learned a lot of valuable information as well as made great connections. She reported that she visited the Youth Workforce Program in Seaside, OR and was impressed with with integration of businesses. CP Groves stated that the Port also hosted the Port of Hood River in a joint commission meeting and felt that the meeting was a great success. Butch Miller shared that he was appointed to the City of Cascade Locks Planning Commission.

- 11) **Adjournment: COMMISSION PRESIDENT GROVES ADJOURNED THE MEETING AT 10:26 PM.**

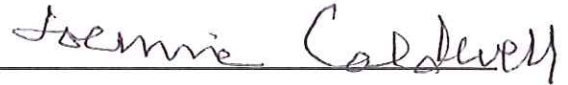
Port of Cascade Locks:



Jess Groves, President

Port Commission

Attest:



Joeinne Caldwell, Secretary

Port Commission

DATE APPROVED: 2-26-2026

Prepared by: Brittany Berge