

## Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, February 2, 2017 at the City of Cascade Locks Council Chambers, Cascade Locks, OR 97014.

**1) Meeting called to order/ Pledge of Allegiance:** Commission President Groves called the meeting to order at 6:07 pm.

- **Roll Call:** Commissioners Groves, Caldwell, Stipan and Bump were present. Commissioner Lorang was excused
- **Others Present:** GM Paul Koch, Secretary Sally Moore, Accounting Specialist Melissa Warren, Maintenance & Construction Manager Todd Mohr, Marketing & Development Manager Holly Howell, Event Coordinator Jan McCartan, HDR Bridge Engineers David McCurry and Dustin Cooley, and camera operator Mary Anne Bump.
- **Modifications, Additions, & Changes to the Agenda:** GM Koch added Item 3e, a report on the Annual Maintenance Plan.
- **Declaration of Potential Conflicts of Interest:** Commissioner Caldwell declared a potential conflict of interest on Items 3a and 3b, as her husband is a toll taker at the Bridge of the Gods.

**2) Public Comment (Speakers may be limited to three (3) minutes): None**

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

- a. Engineers Report on seismic study on the Bridge of the Gods (BOG) –** David McCurry, Engineer with HDR presented the seismic assessment report done on the BOG. The Port had this study done to understand the benefits of making a seismic retrofit investment for the bridge in the event of an Earthquake. The estimated seismic retrofit costs are now rolled in the 15-year Maintenance and Preservation plan. It is years 2027-2028. The study stated the bridge might be the first crossing east of Portland when an earthquake takes place. He explained the vulnerabilities of the bridge in the case of an earthquake, and the process and cost towards improved bridge seismic resiliency. David stated it is important to be part of “the conversation” planning that is happening regionally. There was a brief discussion of variables and costs. He explained the upgrades could be done in phases. The Commission directed staff that the study comes back for formal adoption.
- b. Report of the BOG toll technology -** David McCurry Engineer with HDR reviewed the analysis and recommendations done on the bridge, toll booth and toll technology. The overall goals include getting more cars through the tollbooth at a faster pace and increasing safety for pedestrians and bikers. A “BreezeBy” lane would be put in, and the tollbooth would be moved to allow for another lane. The study looks at electronic hardware, “back office” administration also. The Port is looking to follow the Port of Hood River implementation and model their new hardware and work in tandem with them; sharing a back office. With the increase in traffic, there is a need for less gridlock on the I-84, SR14 and WaNaPa Street. Toll technology will reduce costs as well the study showed,

stated David. He stated the work can be phased and explained how the costs were estimated. Commissioner Stipan asked about eliminating overweight vehicles. David stated the technology would cover that. The heavy loads damage the bridge stated CP Groves. GM Koch stated this project would be three to four years out in the 15 year BOG Maintenance & Preservation Plan. This plan will come back for formal adoption on February 22.

- c. **D.C. trip update** Marketing & Development Manger Holly Howell stated that she has been working with Port lobbyist Hal Hiemstra, Summit Strategies and they are preparing an itinerary for the delegates, President Groves and Economic Development Manager Don Mann to go to the PNWA conference and to lobby for transportation funding for Cascade Locks in March. There they will visit with Oregon and Washington Legislators to discuss the transportation needs for another exit at the east end of Cascade Locks, and funding for safe roads for the increased traffic in the National Scenic Area. All of the airline, conference and hotel reservations have been confirmed.
- d. **Review proposed Pavilion enhancements** - Maintenance and Construction Manager (M&C) Todd Mohr reported that they have a four-year plan for Pavilion enhancements. The first phase will include cabinetry, countertops, a utility sink, refrigeration and electrical. The cost will be \$17,000. Year 2 will include storage. Year 3 will include purchasing tables and chairs. Event Coordinator Jan McCartan is researching costs. Year 4 will include wedding site enhancements. Work on the first phase will begin in March starting with the electrical work. The cabinets will then be installed. The countertops and refrigerators will be added last. CP Groves asked about screening this area off during events. Jan said it is often done at events and can then be used for storage as well. Jan stated using round tables and rectangle tables would most likely work best for that configuration of building.

- 4) **Report on the Annual Maintenance Plan** M&C Manager Todd Mohr reported that the Annual Plan has been reviewed and updated. The plan is reviewed annually and adjusted according to the Port's needs. It is broken down month by month and seasonally to identify general duties. This manual can be used by all of maintenance if the Manager is absent. Todd stated this month has been very busy with tree removal and storm clean up in the Park. He stated there are some identified trees that are dangerous and will be removed.
- 5) **Commissioner and Commission sub-committee reports – Commissioner** Stipan stated the next Pony Advisory meeting is February 8 at 6pm in the Community Center. Commissioner Caldwell stated the Pony Plan is a 50-year plan, but the building it is now housed in does need to be upgraded. GM Koch showed some ideas of architectural drawings for a new Pony building. CP Groves stated there is some public concern about moving the Pony. He stated there would be an Open House where citizens can come and voice their concerns regarding the Pony. Todd stated the building has dry rot. There will money in the 2017 budget year for proper housing of the Pony stated Commissioner Caldwell. No decision will be made until it is brought before the full Commission.

CP Groves thanked the crew and City for all of their hard work and effort for the clean up due to the bad ice storm. CP Groves discussed the Economic Development recommendations from the morning meeting. He stated the property sale on Jumpin Jax Java would close next week. The Committee is talking about a building a new Flex 2 building. Economic Development Manager Don Mann is talking with the State Financing

Authority about a loan. M&C Manager Todd Mohr will be scoping out three building contractors. The plans from Flex 1 may be used. Jim Bussard is working on these.

The Commission recessed out of Regular Session at 7:55 pm and went into Executive Session at 8:00 pm.

Commissioner Stipan left the meeting at 8:25 pm.

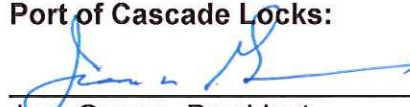
- 6) Executive Session under ORS 192.660 (2)(e) Real Property Negotiations
  - a. Discussion on Hood River Sand and Gravel

The Commission recessed out of Executive Session at 8:31 pm and went back into Regular Session.

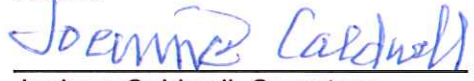
- 7) Any action as a result of Executive Session - None

- 8) Adjournment: CP Groves adjourned the meeting at 8:45pm.

Port of Cascade Locks:

  
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Jess Groves, President  
Port Commission

Attest:

  
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Joenne Caldwell, Secretary  
Port Commission

DATE APPROVED: 4-20-17  
Prepared by: Sally Moore