

PUBLIC MEETING: Port Commission Meeting

DATE: Thursday, September 16, 2021 6pm

LOCATION: Pavilion, Marine Park

1. Called to order by P. Groves at 6:03 PM
 - a. Roll call
 - i. P. Groves
 - ii. VP. Lorang (arrived at 6:05 PM)
 - iii. C. Caldwell
 - iv. C. Bump
 - v. C. Stipan
 - b. Modifications, additions and changes to the Agenda
 - i. GM Kaganova Added 3B
 - ii. GM Kaganova Added 7B
 - iii. GM Kaganova Added 2(h) current or likely litigation to Executive Session
 - c. Declarations of potential conflicts of interest
 - i. P Groves to not vote on Dennis Snyder Jr. contract due to close personal friendship
2. Public Comment (speakers may be limited to 3 minutes)
3. Special Presentations and Reports & Discussion:
 - a. Bridge of the Gods Repair update – Jeremiah Blue. Strengthening work, not necessarily repair. Load posting of 11 tons during work for better repair options. Monday September 27th to start bridge work. Thanking members from ODOT team for their support and help of spread of word about bridge closures. Signs on both sides of the bridge, Washington and Oregon signs. Five signs total \$1,380. No guarantee but are expected to be delivered by next Monday Sept . 24th-27th before bridge signs posted. As late as October 1st but between 27th and Oct 1. C Caldwell asked if signs will be posted going both east and west directions. Further discussions with WADOT about helping put up signs. Talked about using lighted matrix signs. Having bridge posted to 11 tons will impact freight truck travel and expected to have \$40,000 loss during work. Affecting semis, buses, etc. Meeting with ODOT at 3 today about not needing single lane closures. Based off of inspection, rating stated strengthening needed for bridge. Oct 4th steel delivery. Oct 29th planned completion date. Have created briefing with ODOT, Zoom meeting every Thursday 3. Commission approved cost of bridge strengthening project at \$550,000. Because of

weight limit reduction, revenue will affect future plans for the port. C Caldwell asked if truckers will come back or if they know when they'll be able to come back after bridge project is finished. P Groves commented about liability issues if first responders will need to cross the bridge, as it stands, no one over 11 tons is allowed to cross the bridge or they will be breaking the law, unable to control vehicles on Washington side but able to turn away traffic from Oregon side if over 11 tons. C Caldwell asked how we will keep track of truck travel,. J Blue said he will talk with toll takers and have them use better judgement to see if trucks look too heavy or if someone is going across repeatedly. C Stipan mentioned dump truck on bridge made the bridge bounce and shake due to weight of dump truck.

b. Parking Lot Grant - Mark

- i. Grant received from Travel Oregon earlier in the month, related to parking area, \$25,000 grant first expected to accommodate small gravel parking lot. In last legislative session, found out had access to over \$30,000 worth of grant money to make parking lot bigger and add showers. Darrin is working to satisfy what city wants, Zimmerman wanted to go through boundary line of 40 acre for parking lot. Been at project for couple months, ways a way from being able to take action, waiting for city approval as well. Applied for another grant for Forest Lane business park, to improve easy climb trail and to expand parking area at Herman Creek, trying to be proactive in outdoor infrastructures. Creating new single track trail the length of Herman Creek area to Easy Climb trail head. Travel Oregon would like the have completed by November 30th. C Caldwell asks if we will expand parking at Easy Climb trail head, Mark said no we will not be at this time but maybe another later date. May be a higher use for area in the future. C Caldwell mentioned soon having it be a pay-to-park area.

4. General Manager Report

- a. Heard from ODOT about IGA wanting to complete before bridge work. Something they need in order to bill and to expand for strength project, document will allow them to do it and without they would not be able to do anything. Draft not available for viewing yet
- b. Connect Oregon grant due on Oct 29th 30% match for bridge projects. With projects in 15 year plan will wanted to be completed and if will be able to complete with connect Oregon funds. Need to authorize David to spend \$10,000 to be able to qualify for grant, can fall under master services, grant writing expense of \$10,000. C Stipan commented that it

may be leery to apply and spend \$10,00 even if we don't get it. GM said we may be able to receive upwards of 1.5 million if enough projects will cost that much. GM is unsure which projects will qualify, David is researching. By Oct 7th, GM wants to bring projects to review together because won't have another commission meeting. P Groves stated will go on region 1 act, not sure of what David will come up with but work needs done on bridge such as gusset plates and paintings, if let get rusty, will turn into more serious problem, need to get in . Grant does not cover maintenance project, but will cover capital projects

- c. Bridge inspection dates October 25th-29th
 - d. Flex project refinancing's and Flex 1 showing tomorrow, Sept 17th
 - e. Marine Park Sub-Committee meetings, Tuesdays at 9
 - f. Community picnic moved to 24th due to weather
 - g. Survey discussion, general input questions about Cascade Locks, during picnic, people may fill out and get raffle tickets in return.
 - h. Landmass Winery in Flex 2 is temporary, soon to move to bigger building. There is a company wanting to use smaller portion of Flex 1 but not opposed to working with someone else
 - i. Town entrance, sheriff crew started work and will continue to work.
 - j. Credit card fees, exploring methods of spreading fees to customers. Legal research and compiling information
 - k. PNWA 19th-20th
 - l. JWGED on Sept 29th
 - m. Annual Planning Session is November 12th – 13th
 - n. C Stipan mentioned pfriem and Umpqua bank at HighTop event, mentioned that beverages produced there was fantastic, best time in years
5. Commissioner and Sub-committee Reports
- a. C Stipan mentioned sub-committee times have changed from Wednesday's to Tuesday's at 9 AM because of scheduling issues.
 - b. C Bump has nothing
 - c. C Caldwell has nothing
 - d. VP Lorang has nothing about EDSC, talked about personal full time job and has worked 30+ hours of overtime. Mentioned people wanting to downsize own homes. Big support for idea of tiny home community in our area, have possibly tiny home expo next year in industrial park area, working with manufacturers that have model homes in development and be able to purchase on property that you will be able to purchase. Unsure of how contract will be worked out with contractors but great idea. Should start thinking about research group of community members in projects of what would be valuable and wanted such as facilities for community. P

Groves wondering how to have grants to look into properties for idea of research group for community and for the city and how they will deal with it. VP Lorang mentions millennials are more environmentally conscious and maybe contractors will have good inputs on such ideas. Mentions Netflix star who does tiny homes for living and what he does. Thinks more Portland people will be more for it P Groves wants to add this topic to EDSC agenda. C Stipan says art tour will commence, completed oil painting for the Museum fundraiser.

- e. P Groves attended meeting with ODOT Monday night about tolling and what it looks like, Roy Rogers and other chair members are against idea, wanting to know what will do for them and how it will benefit them.
- f. Dennis Snyder Jr., stopped to tell P Groves backhoe bucket is missing two teeth and stud where teeth are held, if worn down needs to be taken apart and rewelded. Should look into replacing backhoe, 20 years old. C Caldwell asks if maintenance will be looking into planning process of new backhoe. Bring up at next planning meeting. C Caldwell says that because of future developments, may need to research new and more types of equipment for future projects. GM says maintenance wants new backhoe but first wants vehicle with plow but manufacturer stated not possible and cancelled order and now port needs to figure out cost and budget for it.
- g. P Groves, Next Adventure meeting with Deek, big company such as 23 million a year in revenue. Talked about 100,000 sq foot distribution center in industrial park, going to do more research. Mark said outstanding meeting with Next Adventure as well, very serious about business and will come back to discuss more but want to know more about end goal for the Project. Will think about rental items next year, sooner than later. Wants us to be ready to assist and give tenants that they look for when they want. GM highlighted partnership with Deek, they say they have found already how they want their business to look, already envisioning future with port, having retail and distribution in Cascade Locks will have a new wave of tourism and customers, has different kind of pricing model, distinguishes from other sellers. C Caldwell asks if Mark will be apart of marketing team, GM responds that although we have no set marketing team, we have everyone that is able to pitch in to help. Next Adventure envisions a partnership that includes marketing team collaboration and has a great marketing team.
- h. P Groves mentions Ixtapa meeting and that owners are very much interested in having Ixtapa here, also mentions resurrecting Cascade Inn for new Ixtapa building. GM contacted owner and set up meeting. Owner is interested in doing business.

- i. P Groves mentions attorney putting together 4 tribe meeting on Sept 30th, want to have outside event with tribes and be sure they will be able to do what they want to do such as rituals and such before eating.
- 6. Consent Agenda (consent agenda may be approved in its entirety in a single motion. Items are considered routine. Any Commissioner can make a motion to remove any items from the Consent agenda for individual discussion).
 - a. Approval of Minutes for Commission Meeting September 1, 2021
 - i. C Caldwell mentions 5B on last meeting minutes, instead of "pointed out" to "thanked"
 - b. Approval of bills in the amount of \$190,185.78 (to be delivered at the meeting)
 - c. Approval of payroll for the amount of \$36,985.41

**P GROVES moved for approval, C Caldwell seconded
Unanimous 5-0**

- 7. Business Action Items
 - a. Approve Security and Parking Program Consultant contract.
 - i. Recently implemented parking program, modernized ordinance. Made sure ordinances were still applicable and changed those that were not. Starting new program came with need of trainings and procedures, obtained quote in security field from Chris Farrow, keen awareness about important things, advise P Groves to approve tonight. Options are to; do nothing and have program evolve overtime, puts burden on existing staff, cheapest option but loses revenue on tickets as well as exposes the port to liability due to inconsistent methods of enforcement. Authorize proposal and expense. Or ask more questions and get information, consultant is ready to revise the proposal to start work a month later if not approved tonight. Request staff plan a security supervisor position. Have staff solicit bids
 - ii. Design training manual, implement plan, new personnel hire trainings, new security cameras, procurement of installation, coordinate with other depts of, radio licensing, DPSST certs, regular meetings with GM to ensure progress with staff and commissioners about what consultant hears is best evaluation of work. To start work on Oct 18th to be completed June, proposal only non-equipment, installments of 9 payments totaling to \$73,800
 - iii. P Groves agrees parking program is money making but for this year, not going to be able to make what we can instead of what we would've been able to make. Still not writing citations, still figuring out structure of parking and along with events in park. Deal with

AWI about parking and watched crews pay inside and then bring receipt out to car, noticed half of crew cars did not have paper slip in car windshield. Reported to GM. P Groves believes program will do well as far as revenue for port when time comes.

- iv. C Caldwell says Chris Furrows looks like a good fit to her as far as credentials in security. VP Lorang mentions cost, unsure if security will end up being money making endeavor, if position will end up taking more money than money making. P Groves agrees with point but says that security officer program will make more than officer will make. Trying to set officer to make sure job is known and to watch items that are stolen from port property. VP Lorang wants to know about benefits and new laws and how they will be enforced, down the road as item gets worked out and see dollars and cents data for how position will be and for revenue bringing. C Caldwell mentions Jess is always working and as soon as people see Port Authority vehicle, they know to pay. C Stipan wants dates and updates to GM to be set in stone to be able to know information at certain times to be set in stone. GM mentions discussion to have with attorney about termination policies and different milestones to have with security officer (if approved) C Stipan wants to make sure it will be in place for everyone will be safe
- v. C Caldwell mentions about pay will be prograde, between Oct 18th and June 12th, GM states to be paid in installments and expects monthly report to commission, in first month will develop milestones and updates. Wants to provide commission will outline of update schedule. P Groves and VP Lorang say this is will be a good way to keep up with ordinances and help enforce them more often and more seriously. C Stipan wants to see projection from proposal such as guarantee of safety and be able to have immediate response to emergency.
- vi. Easy Climb; we've reached out to several contractors and received 3 contractors bids. Our wants are to trim plants to 8 feet high and width. Mentions that there have been poison oak concerns and thicker areas during walking parts. Proposed Dennis Snyder Jr. to be contracted for this job.

C Stipan moved for approval Seconded By C Caldwell

Unanimous 4-0

P. Groves abstains from voting , noting that though it would not be conflict of interest, Chris is a personal friend

- vii. Discussion about removing listing of property next to fire station

**C Caldwell to remove listing C Bump Second
Unanimous 5-0**

8. Executive Session under ORS.192.660(2)(3) Real Property Negotiations
 - a. Recessed out of Regular Public Meeting at 7:38 PM
 - b. Went into Executive at 7:45 PM
 - c. Recessed out Executive at 8:14 PM
 - d. Any action as a result of Executive Session
9. Adjournment by President Groves at 8:15 PM

Port of Cascade Locks:

Attest:

Jess Groves
Port Commission President

Joiene Caldwell
Secretary/Treasurer Port Commission

Date Approved: _____

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting by contacting the Port of Cascade Locks office at 541-374-8619.