

**Port of Hood River Commission
Meeting Minutes of April 17, 2012 Regular Session
Marina Center Boardroom
4:47 P.M.**

THESE MINUTES ARE NOT OFFICIAL until approved by the Port Commission at the next regular meeting.

Present: Commissioners Jon Davies, Fred Duckwall, Rich McBride, Hoby Streich, and Brian Shortt; Attorney Jerry Jaques; from staff, Michael McElwee, Linda Shames, and Laurie Borton

Absent: None

Media: None

1. Call to Order: At the conclusion of the spring planning work session, President Jon Davies called the regular session to order at 4:47 p.m.

a) Modifications, Additions to Agenda: Two Action Items were added to the agenda for Griffin Construction change orders.

2. Public Comment: None.

3. Consent Agenda:

- Approve Minutes of April 3, 2012 Regular Session
- Ratify Change Order No. 3 for Additional Bridge Painting in the Amount of \$7,200, Increasing the Contract Amount to \$2,507,200
- Ratify change Order No. 2 and Authorize Increase in Contract with Colton Construction Company in the Amount of \$4,144.51 for a Total Contract Amount of \$247,197.01

Motion: Move to approve Consent Agenda.

Move: Duckwall

Second: Streich

Vote: Aye: Davies, Duckwall, McBride, Streich, and Shortt

MOTION CARRIED

4. Commissioner, Committee Reports: None.

5. Director's Report: Executive Director Michael McElwee polled the Commission on their availability for a Budget Committee meeting and it was determined that, with the exception of Commissioner Duckwall, the Commission and Budget Committee will meet on May 8, 2012 at 5:00 p.m. Duckwall may submit written comments for consideration. The Pacific Northwest Waterways Association (PNWA) mid-year meeting is scheduled for June 27-29 in Seattle. McElwee will discuss attendance with President Davies. The SR-35 Bi-State Working Group will meet on April 19. An agenda item for this meeting will discuss the Port's response to the question of transferring ownership of the bridge to area counties as a way to facilitate replacement funding. The Commission reaffirmed its position that the Port cannot transfer ownership as bond covenants prohibit transfer until the debt obligation is met in 2018. The Portway Avenue Improvement Project, awarded to Crestline Construction, should begin the end of April and completion is anticipated by the end of June; McElwee also commented that a letter had been received from Business Oregon announcing the 'Decision Ready Designation' of 6.7 developable acres for the Hood River Confluence Business Park; i.e. Lot 1. This designation is considered a pathway to 'Shovel Ready' certification.

6. Reports, Presentations, and Discussion Items: None.

7. ACTION ITEMS:

a) Approve Change Order No. 4 and Authorize Increase in Contract with Griffin Construction in the Amount of \$1,862.37: Additional changes proposed by the contractor for the Marina Park Office Building included replacement of north exterior stair jacks, additional accent colors requested by the Chamber, and additional exterior stain coverage.

Motion: Move to Approve Change Order No. 4 and Authorize Increase in Contract with Griffin Construction in the Amount of \$1,862.37.

Move: Duckwall

Second: Shortt

Vote: Aye: Davies, Duckwall, McBride, Streich, and Shortt

MOTION CARRIED

(Note: a new contract amount was not available at the time of the meeting. The contract total, with Change Order No. 4, is \$372,933.37.)

b) Approve Change Order No. 5 and Authorize Increase in Contract with Griffin Construction in the Amount of \$4,628.37: This Change Order is related to the infill of the west wing floor which would significantly increase the leasability. McElwee commented the project budget is above the placeholder amount that was included in the FY 11/12 budget; however, the amount is within the proforma amount that was presented to the Commission for approval of the job.

Motion: Move to Approve Change Order No. 5 and Authorize Increase in Contract with Griffin Construction in the Amount of \$4,628.37.

Move: McBride

Second: Shortt

Vote: Aye: Davies, Duckwall, McBride, Streich, and Shortt

MOTION CARRIED

(Note: a new contract amount was not available at the time of the meeting. The contract total, with Change Order No. 5, is \$377,561.74.)

8. COMMISSION CALL: Davies commented that TRT (transient room tax) receipts have seen an increase over this time last year. Streich thanked Finance Manager Linda Shames for a good job presenting a financial overview in the spring planning work session. He said the Port needs to spend wisely, but still needs to take care of Port assets.

9. EXECUTIVE SESSION: At 5:08 p.m., President Davies called the Commission into Executive Session under ORS 192.660(2)(e) Real Property. The Commission was called back into Regular Session at 6:22 p.m. No action was taken as a result of Executive Session.

10. ADJOURN: President Davies adjourned the meeting at 6:22 p.m.

Respectfully submitted,

Laurie Borton

ATTEST:

Jon Davies, President, Port Commission

Rich McBride, Secretary, Port Commission