

**Port of Hood River Commission
Meeting Minutes of February 21, 2012 Regular Session
Marina Center Boardroom
5:00 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, Brian Shortt and Hoby Streich; Attorney Jerry Jaques; from staff, Michael McElwee, Mike Doke, Linda Shames, Laurie Borton and Mellissa Halseth

Absent: None

Media: None

- 1. CALL TO ORDER:** President Jon Davies called the meeting to order at 5:01 p.m.
a. Modifications, Additions to Agenda: Add two additional action items related to Marina.

2. PUBLIC COMMENT: None

3. CONSENT AGENDA:

- Approve Minutes of February 7, 2012 Regular Session Meeting
- Approve Accounts Payable to Jaques, Sharp, Sherrerd, FitzSimons & Ostrye in the Amount of \$5,234

Motion: Move to approve Consent Agenda

Move: Streich

Second: Duckwall

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

MOTION CARRIED

4. Commissioner, Committee Reports:

- Special Districts Annual Conference- Commissioner Streich attended the mid February Sunriver conference that he attended along with Executive Director Michael McElwee and Finance Manager Linda Shames. Streich mentioned that at least 35 people from the Gorge attended. Streich suggested he thought it would be a good idea for Commissioners to have individual emails available on the Port webmail server.
- PNWA- Streich attended the February 15 meeting in Puget Sound and was glad Hood River is not an operating port. He talked about Port of Tacoma that was having issues with removal of a ferry that has threatened the shipping channel.

5. DIRECTOR'S REPORT: McElwee highlighted the following areas:

- Staff & Administration – Please respond to staff regarding availability April 30 for a 3-4 hour board training provided by Special Districts.
- Waterfront Development –Naito Development has responded to the findings of the Public Use Doctrine. Legal counsel will review and staff will forward to Commissioners for review. Chamber of Commerce staff may be relocating their offices downtown during renovations at the Marina Office Building. The Halyard Building has officially received LEED certification. Urban Renewal will be meeting February 23 in the new format with two Port Commissioners serving on the City Council Urban Renewal Board and officers should be elected. Streich and Shortt to discuss Portway Avenue at the February 23 meeting.
- Bridge/Transportation – Commissioner Davies requested McElwee to schedule a meeting with the Mt. Adams Chamber of Commerce Executive Director regarding transit efforts.

6. REPORTS, PRESENTATIONS AND DISCUSSION ITEMS:

- State/Federal Representation – Hal Hiemstra and Michelle Giguere, Ball Janik, from the Washington D.C. and Portland offices, respectfully gave a brief history on their relationship with the Port dating back to 1994. Much of the discussion focused on transportation funding and Hiemstra

mentioned the TIGER III grant that the Port was unsuccessful in obtaining. It was his suggestion that an outside consultant should review the cost analysis portion for future applications for a stronger submittal. McElwee is to meet with County Administrator Dave Meriwether regarding Port/County project priorities. The Commission will discuss at Spring Planning the possibility of teaming up with Port of Cascade Locks, local chambers and the Columbia Gorge Community College for a Trade Program related to bridges. At Spring Planning there will also be discussion of items the Commission would like to be priorities for future talking points for use by Commissioners. Staff will follow up with Ball Janik regarding transit grants that have just been released and after Spring Planning to provide the list of priorities.

- Bridge Update – David McCurry, HNTB, gave a review of the bridge painting project so far. He mentioned that there were some future repairs that they were assessing now such as the decking on spans 1 through 3, shim bearings that will be placed on span 11 to level out the deck and also the auxiliary brace connections on spans 10 and 12 which are adjacent to the lift span. McCurry explained that the additional work needed on the first couple of spans was due to excessive corrosion on the transverse beams and truss diagonals. These are not fracture critical members but they are showing deterioration to the level that could result in section loss in the near future.

7. ACTION ITEMS:

a) Approve Contract Change Order No. 2 and Authorize Increase in Contract with Griffin Construction in the Amount of \$37,875 for a Total Contract Amount of \$335,591: The change order includes numerous changes. These changes were anticipated and included in the project contingency. The Chamber staff has also requested a kitchen be installed upstairs and this and other change orders will follow at a future meeting.

Motion: Move to Approve Contract Change Order No. 2 and Authorize Increase in Contract with Griffin Construction in the Amount of \$37,875 for a Total Contract Amount of \$335,591

Move: Duckwall

Second: Shortt

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

MOTION CARRIED

b) Authorize Additional Work for Bridge Painting up to \$20,000: In addition to the discussion with David McCurry, HNTB, concurred that these areas should be addressed now while the contractor is within the containment area. Currently staff is expecting about \$12,000 in additional compensation, but anticipating that we may find similar deficiencies on the other spans that were painted in the 1980's.

Motion: Move to Authorize Additional Work for Bridge Painting up to \$20,000

Move: Shortt

Second: McBride

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

MOTION CARRIED

c) Approve Contract Change Order No. 1 with Civil Construction, Inc. for the Marina Gangway in the Amount of \$700 for a Total Contract Amount of \$43,045: The supplier of the gangway has provided staff with a sample of decking that was not the specified decking in his quote to Civil Construction. This new decking will allow for easier snow removal and provide a more slip resistant surface. The additional cost for the decking is \$700.

Motion: Move to Approve Contract Change Order No. 1 with Civil Construction, Inc. for the Marina Gangway in the Amount of \$700 for a Total Contract Amount of \$43,045

Move: Duckwall
Second: Streich
Vote: Aye: Davies, Duckwall, McBride, Shortt, and Streich
MOTION CARRIED

d) Approve Contract Change Order No. 1 with Civil Construction Company, Inc. for the Transition Plate at the Launch Ramp in the Amount of \$2,070 for a Total Contract Amount of \$26,260: Civil Construction and the supplier for the transition plate assessed the installation that was needed and determined that they would need to pin the transition plate to the connecting floats to restrict unnecessary movement on the floats. The supplier will need to build a heavier frame to accommodate this change in design. The cost for this change is \$2,070.

Motion: Move Approve Contract Change Order No. 1 with Civil Construction Company, Inc. for the Transition Plate at the Launch Ramp in the Amount of \$2,070 for a Total Contract Amount of \$26,260
Move: McBride
Second: Streich
Vote: Aye: Davies, Duckwall, McBride, Shortt, and Streich
MOTION CARRIED

8. COMMISSION CALL: Shortt asked if staff could possibly post photos on the Port website to promote uses at the Marina such as fishing. He also commented that he thought the recent Town Hall meeting with Senator Merkley in Cascade Locks was the best he had been to in years. Streich asked for consensus on staff researching individual email addresses for each Commissioner on the Port mail server and there was consensus to move forward. McBride spoke about the City Planning meeting this past Saturday and said the City is in the black financially and that they would be looking into purchasing land to provide affordable housing. Davies has asked the Commissioners to have their ideas for Lot 1 prepared for the discussion at the March 6 meeting.

9. EXECUTIVE SESSION: Regular Session was recessed at 6:39 p.m. and the Commission was called into Executive Session under ORS 192.660(2)(e) Real Property. The Commission was called back into Regular Session at 7:38 p.m. There was no action taken as a result of Executive Session.

10. ADJOURN: President Davies adjourned the meeting at 7:38 p.m.

Respectfully submitted,

Mellissa Halseth

ATTEST:

Jon Davies, President, Port Commission

Rich McBride, Secretary, Port Commission