

**Port of Hood River Commission
Meeting Minutes of March 20, 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, Laurie Borton and Mellissa Halseth

Absent: From staff: Linda Shames

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 City Planning Meeting and Wyden Town Hall to Commissioner Reports; confirm \$19,348 as the amount of the contract to Action Item c, Crestline Construction Company Contract.

2. PUBLIC COMMENT: None

3. CONSENT AGENDA:

- Approve Minutes of March 6, 2012 Regular Session Meeting
- Approve Accounts Payable to Jaques, Sharp, Sherrerd, FitzSimons & Ostrye in the Amount of \$5,994, Slca Consulting Civil Engineer in the Amount of \$2,520, Consolidated Supply Co. in the Amount of \$2,645.99 and Department of Army-Corps of Engineers in the Amount of \$1,693.20 for a Grand Total of \$12,853.19

Motion: Move to approve Consent Agenda

Move: Duckwall

Second: Shortt

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

MOTION CARRIED

4. Commissioner, Committee Reports:

▪ City Planning – Commissioner Streich reported on the March 19 meeting. Public testimony will be open regarding the Naito Development plan through March 29, then the Planning Commission will have 4 days to review the provided testimony and it will be addressed at the April 2 meeting. Streich suggested Port Commissioners consider public access and the use of slackwater beach. Staff will prepare an outline describing the Port’s approach for the proposed Naito Development project.

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

- Staff & Administration – Applications are due April 6 for the Development Manager and Waterfront Coordinator positions. Commissioner Davies will be absent from the April 3 meeting.
- Waterfront Development –Ryan’s Juice has completed the demolition at the 2nd/Riverside property.
- Airport – Replacement of the Aero Spray pad has begun. There is an Airport Advisory Committee meeting March 27 at 1PM.
- Bridge/Transportation – An overnight bridge closure is scheduled for March 29 where MOWAT will be inspecting the gas line on the bridge. The Maintenance Department will schedule as many repair items as possible to coincide with the closure. Bids are due March 27 for the Portway Avenue improvements. The City has stated that they will be unable to complete their portion of the project in the next fiscal year. Commissioner Shortt has requested staff research reader boards that may be placed near the tollhouse listing bridge information.

6. REPORTS, PRESENTATIONS AND DISCUSSION ITEMS:

- Prigel Machine Expansion Plans at the John Weber Business Park – Brian Prigel, Owner, shared with the Commission his plans for development on the lot that he purchased from the Port in the John Weber Business Park. Staff will prepare an easement agreement to add truck access, prepare a use agreement for the General Contractor, Design Structure, to place a construction trailer temporarily at the empty lease space. Staff will also continue working with Prigel regarding improvements.
- Lot 1 Concept – Mark Clemons and Dick Spies, Group Mackenzie, collected ideas from the Commission for development on Lot 1. Staff will continue to work with Group Mackenzie to develop concept plans to bring to the Commission for consideration.

7. ACTION ITEMS:

a) Approve Change Order No. 3 and Authorize Increase in Contract with Griffin Construction in the Amount of \$35,480 for a Total Contract Amount of \$371,071: Change Order No. 3 will use up the remaining construction contingency that was allowed for this project. Most of the costs were associated with required ADA compliance changes.

Motion: Move to Approve Change Order No. 3 and Authorize Increase in Contract with Griffin Construction in the Amount of \$35,480 for a Total Contract Amount of \$371,071

Move: Duckwall

Second: McBride

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

MOTION CARRIED

b) Authorize Contract Amendment No. 1 with AhHa! Architecture, LLC for Engineering Services Associated with the Marina Office Building Not to Exceed \$6,850: The contractor had assumed MEP fees were a reimbursable expense. The proposal totaled \$3,500. The remaining cost of \$3,350 is for structural engineering costs to determine the feasibility to fill in the floor in the west wing.

Motion: Move to Authorize Contract Amendment No. 1 with AhHa! Architecture, LLC for Engineering Services Associated with the Marina Office Building Not to Exceed \$6,850

Move: Shortt

Second: Duckwall

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

MOTION CARRIED

c) Approve Contract with Crestline Construction Company for Repair of the North Bridge Approach in the Amount of \$19,348 Including a 10% Contingency for Possible Washington Sales Tax: This repair is scheduled for March 29 during the scheduled bridge closure.

Motion: Move to Approve Contract with Crestline Construction Company for Repair of the North Bridge Approach in the Amount of \$19,348 Including a 10% Contingency for Possible Washington Sales Tax

Move: McBride

Second: Duckwall

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

MOTION CARRIED

8. COMMISSION CALL: Shortt requested that staff use the projection system more with presentations and discussions. McBride said he went on the PNWA Bonneville Dam tour during the spring maintenance lockage and found it very informational.

9. EXECUTIVE SESSION: Regular Session was recessed at 7:03 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 7:49 p.m. There was no action taken as a result of Executive Session.

10. ADJOURN: President Davies adjourned the meeting at 7:49 p.m.

Respectfully submitted,

Mellissa Halseth

ATTEST:

Jon Davies, President, Port Commission

Rich McBride, Secretary, Port Commission