

PORT OF CASCADE LOCKS

The Port of Cascade Locks Commission Meeting was held October 4th, 2007 at City Hall Council Chambers, Cascade Locks, Oregon.

I. MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE: Commission President Lee called the meeting to order at 7:00 pm.

II. ROLL CALL: Commissioners Lee, McLean, Caldwell & Woosley were present. Commissioner Janik was excused.

Others present: GM Chuck Daughtry, Attorney Jerry Jaques, Kris Miller, Pat Albaugh, RARE-Julia Babcock, Dale Davis, Kristen Stallman-ODOT & Betty Rush.

III. MODIFICATIONS, ADDITIONS TO AGENDA:

Commission President Lee made the following modifications/additions to the agenda: Item "a" from Old/New Business (ODOT) moved up to "a" under IV. Items from the floor. Addition to agenda: Approval of Facility Grant Cooperative Agreement with OSMB.

IV. ITEMS FROM THE FLOOR:

a. Kristen Stallman (ODOT) – Approval of Port of Cascade Locks Marine Park Pedestrian & Vehicular Access Implementation Plan Agreement with ODOT.

GM Daughtry introduced Kristen Stallman, ODOT Scenic Area Coordinator, Region 1. Daughtry stated that Stallman has been working with the Port as the project manager within ODOT. Daughtry stated that the Port received money through a Federal Transportation Bill, the money comes through ODOT and this agreement will allow the Port access to the money. The money allows the Port to do the planning, engineering and permitting for the Marine Park Entrance. Daughtry stated that he believes this project is very important to the community, we are very limited to access into Marine Park and feels that it limits the potential growth of events in the park including Sailing, the Sternwheeler & Campground.

Daughtry stated that this process has taken along time to develop. We had a preliminary plan that we thought we could get permitted; we then secured this money for planning and found that the railroad was not in agreement with the plan. We have worked out all the kinks and have redefined the project, the way this agreement defines the project is very limited, and it is the "plan", limiting the cost of the plan to \$300,000. With that we will get about 1/3 of the engineering accomplished. But the key thing that should happen in this process is the approval from the railroad and ODOT. Daughtry stated that Attorney Jaques has reviewed the agreement and feels very confident that it protects the Port.

Attorney Jaques thanked Stallman for her help in getting the language he requested into the agreement. Jaques stated that Commission would needs to approve and execute the agreement in the same motion.

Stallman stated that the money is the Port's money but the Federal Government cannot give money directly to Ports so it will pass through ODOT.

Commissioner Lee asked if the 10-year completion of the project started tonight. Stallman stated that the "project" is the plan. This is a planning grant, which is different; the plan has to be completed in 10 years, not the complete Underpass project.

Daughtry stated that the next step would be for the Commission to approve the agreement with Parimetrix, the contractor that was awarded the job. We are putting together the contract and scope of work.

Commissioner McLean asked if Parimetrix would provide us with options, one being the most cost effective way for the Port to accomplish its goal. Daughtry stated that we have made

this part of the scope. Once the plan is made it must be feasible, attainable, and affordable in order for the Port to move forward with the project. Cost is a big consideration for the project, because the Port will need to raise the money to get the project completed.

COMMISSIONER WOOSLEY MADE A MOTION TO APPROVE AND EXECUTE THE PORT OF CASCADE LOCKS PEDESTRIAN AND VEHICULAR ACCESS IMPLEMENTATION PLAN AGREEMENT WITH ODOT. COMMISSIONER MCLEAN SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Woosley & Caldwell.

Commission President Lee and Commission Vice President McLean signed the agreement.

- b. General Public:** Nothing to report.
- c. Commission:** Nothing to report.
- d. City of Cascade Locks:** Nothing to report.

V. CONSENT AGENDA (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Commissioner may make a motion to remove any item from the Consent Agenda for individual discussion.)

- a. Approval of Minutes:** Regular Meeting dated August 16th, 2007 & Joint Meeting dated September 6th, 2007.
- b. Approval of Bills** dated September 20th, 2007 in the amount of \$ 66,306.45 & Bills dated October 4th, 2007 in the amount of \$37,544.78.
- c. Approval of August payroll** in the amount of \$50,354.42.

COMMISSIONER MCLEAN MADE A MOTION TO APPROVE THE CONSENT AGENDA. COMMISSIONER WOOSLEY SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Woosley & Caldwell.

VI. OLD/NEW BUSINESS:

- a. ODOT Presentation given earlier in meeting:**
- b. Approval of a \$52,000 Cooperative Facility Grant Agreement with the Oregon State Marine Board (OSMB) for replacement and relocation of the pumpout & dump station in the Port of Cascade Locks Marina.**

Staff Miller stated that the pump-out in the Marina is over 10 years old and that we have had numerous problems with it this season. About one month ago OSMB did a tour of our facilities and suggested that we apply for funding next spring to replace these items. Miller stated that we continued to have failures with the system and contacted OSMB to see if they could help with expediting the funding. Miller stated that the Marine Board approved the replacement funds at their Sept. 27th, 2007 Board Meeting. Funding is 100% (\$13,000 from Marine Board funds and \$39,000 from the Clean Vessel Act funds) for the replacement and relocation to the east end of the transient dock.

COMMISSIONER WOOSLEY MADE A MOTION TO APPROVE THE \$52,000 COOPERATIVE FACILITY GRANT AGREEMENT WITH THE OREGON STATE MARINE BOARD FOR REPLACEMENT AND RELOCATION OF THE PUMPOUT AND DUMP STATION IN THE PORT OF CASCADE LOCKS MARINA. COMMISSIONER CALDWELL SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Woosley & Caldwell.

- c. Annual Bridge Pass Discussion: Pat Albaugh**

Albaugh passed out current rules & restrictions and recap of passes sold and number of crossings to date. Albaugh stated that this was our first year and staff wanted to discuss with the Commission about doing the program again.

Commissioner McLean asked if there had been any problems. Albaugh stated that some of the comments were that the pass was for only one individual vehicle and that the pass was issued on a calendar basis. Discussion on different ideas to change the program. Daughtry stated that one of the goals was to facilitate more interaction between the communities. Daughtry stated that we are starting earlier this year; therefore we can do more PR on the program to increase the sales. Albaugh stated that bridge revenue and coupon book sales are up for the year.

Commission consensus was to keep the program the same including the cost for another year.

d. Staff Reports

Pat Albaugh (Finance Department)

Albaugh stated that we did not have a Commission meeting in September, so here is a recap of the August Financial Report:

- August Overview: August was a positive month with revenues exceeding expenses and an increase in available funds.
- August Balance Sheet: Available funds increased during the month. Insurance is prepaid through December.
- August Operating Statement: Revenues were flat compared to July but expenses were down resulting in a positive operating income.
- YTD Budget Variance Report: Currently operating below budget on total expenses and above budget on income.
- Other: AWI had two rentals of the Pavilion in August.

- Review of AWI August statement: They are very close to making the 1.4 million mark. They are ahead of last year's numbers. They have more than met their commitment in capital improvements to the sternwheeler and visitor center. Daughtry stated that he relayed the comments about the food quality in the café to AWI.

- Working on the Audit.

Commissioner McLean asked how the fire at Bear Mountain (Co-ply) would affect the bridge revenue. Albaugh stated that Bear Mountain is about 1% of the revenue and some of that will be lost.

GM Daughtry stated that he met with Bear Mountain (Rolf Anderson-new GM). They are in need of additional storage space. Daughtry stated that they reviewed the current leasehold and told Anderson to come up with a plan of their needs for the Commission to consider.

Dale Davis (Maintenance Department)

- Started Fall fertilizer maintenance.
- West wall of Community Center painted, still need to do trim.
- Cleaned out the Herman Creek building, working on cleaning/organizing the railroad storage building.

Commissioner McLean asked if the Herman Creek building is ready to be leased out. GM Daughtry stated that we are currently marketing the property as is. GM Daughtry stated that when we get a customer we would work with them to accommodate their needs.

- Rented a man-lift to do projects on the bridge and in the park.
- Generator is installed at bridge, waiting for Bonney Electric to come and do the start up. Will install security bollards around the generator.
- Patty Jo Barnes ordered additional Christmas lights for the Bridge

Rare Report – Julia Babcock

Daughtry introduced new RARE participant Julia Babcock, this is her first week at the Port. Babcock stated that she is from Florida and worked as a planner for the City of West Palm Beach, she took classes at Portland State last summer, loves Oregon and the Gorge.

e. GM Report – Chuck Daughtry

Draft EIS

- Letter was sent to Carl Artman, Dept. of Interior Undersecretary, thanking him for the meeting in Portland on Sept. 18th, 2007 and requesting immediate release of the Draft EIS.
- Hal is continuing to work with the Governor's office to schedule a meeting back in Washington, D.C. with Dept. of Interior Secretary Kempthorne.
- Dwayne Hoffstetter of David Evans and Associates is drafting a white paper to justify variance on East Cascade Locks Interchange proposed closure. Staff met and reviewed draft white paper edits are being made. Staff will schedule meeting with ODOT, County, and City to discuss justification and solicit some feedback. Staff also requested that HDR review the document.
- Congressman Walden sent a letter to Secretary Kempthorne requesting that he visit Cascade Locks and Hood River to tour the Warm Springs Tribe's proposed Casino site.

SDS

- SDS reviewing files regarding environmental cleanup.

Beach Improvements

- No news on the Federal Grant, which is still included in appropriation bills. Hal will keep staff posted.
- There is a "demo" dock in the Marina on loan from Jim Guy Construction of Bend, Oregon. We are looking at how it might perform in the Columbia River, specifically on the beach. Below are my comments in an email to Andrew Jansky of Flowing Solutions. Andrew is a dock and in-water engineer experienced with Columbia River construction issues.

Andrew,

Thanks for examining the Jim Guy Dock in the Marina this afternoon. As always, we appreciate your assistance.

To summarize your observations:

- *The dock price appears expensive on a square foot basis*
- *The demo dock appears not to be a commercial application*
- *The dock will in all likelihood be too flimsy to hold up to east wind conditions.*
- *Permitting issues will be more difficult than portrayed*
- *The dock is too "active" (reaction to wave action) and appears to have low load limits.*

As I mentioned, we are currently responding to an unsolicited offer from a construction company to meet an existing need.

Dock was taken out of marina and Mr. Guy will bring another dock that is more durable.

The next step would be for the Port to get together with Jarvis and the CGRA to determine exactly what the market need is for docks.

Commissioner Lee asked if this was something we would do if we get the federal funding. GM Daughtry stated that no this is something we can do outside of that if we feel there is a need. One idea for the funding was to get the permitting and expanding the beach.

Miscellaneous

- Have requested Go-Kart Race proposals from two promoters, Chris Eggers of Pat's Acres and Ray Knight of Knight Kart Supply. Request that we have two

Commissioners volunteer to review and discuss proposals with General Manager and make recommendation as to preferred choice.

- Received a call from Tum-A-Lum concerning claim for reimbursement of cost overruns on doors. Awaiting resolution offer. (Need to follow up)
- Received payment from Greenhill Lumber in response to demand letter for back property taxes due. (Thanks to Pat & Attorney Jaques)
- Kris submitted an application to Oregon State Marine Board for a fully funded grant for a new pump out station at the Transient Dock. The application was in the amount of \$52,000, 75% of which is Federally funded by the Federal Clean Vessel Act Program and the other 25% through the Oregon State Marine Board. (Grant received).
- Port Maintenance staff painted the west end of the Community Center in order to preserve the work accomplished over the last summer.

Commissioner McLean asked if we had received any inquires off of the sign (Property for sale/lease) on Wanapa. Gm Daughtry stated that we have not.

Lindblad Expeditions (Sea Lion) will be docking in the Historical Locks for about 10 days; Maritime Industries will be doing some remodeling.

Included in packet is a recap by campground hosts, revenue has increased over the past three years. Camphosts have stated that the sign helped this year along with taking reservations and having an overflow area.

GM Daughtry stated that staff has been talking about how we can expand the season; bring more people into town in the off-season. We are looking at different options including a big enclosed tent.

Commissioner McLean stated that the Triathlon seemed to be very successful. Commissioner Caldwell commented that they closed the park. GM Daughtry stated that was a problem and had no knowledge of that until it was happening. Have sent a letter to organizer regarding the issue, also Phyllis will met with him.

Discussion on marketing of events, sign across bridge, permanent sign at the entrance of town. GM Daughtry stated that these are all good ideas; the Port supports this, but should not be buying signs etc. to promote events, needs to come from a different source.

GM Daughtry thanked Commissioner Lee for working with him on the Hood River County Needs & Issues Inventory List. Commissioner Lee represents the Port on that board.

f. Monthly Calendar

Commission/Employee appreciation day will be Sunday, October 13th. The festivities will include a ride on the Portland Spirit Outrageous & BBQ in the Park. Please RSVP to Kris.

Employer Assisted Homeownership Benefits Forum – Wednesday, October 10, 2007 from 11 am- 1 pm, BW Hood River Inn. Please let Kris know if you would like to attend.

Columbia Gorge Future Forum- 10/29/07- 8:00-3:30 –CG Discovery Center.

VII. Recess/Adjournment

Commissioner McLean made a motion to adjourn the meeting. Commissioner Caldwell seconded the motion. Meeting adjourned at 8: 25 pm.

VIII. Executive Session

No Executive Session was needed.

Submitted by Kristi Bengtson