

PORT OF CASCADE LOCKS

The Port of Cascade Locks Commission Meeting was held February 1st, 2007 at City Hall Council Chambers, Cascade Locks, Oregon.

6:30 - Executive Session

Commission President Woosley called the Executive Session to order under ORS 192.660 2(e) Real Property Negotiations & 2 (f) Exempt Documents at 6:40 pm.

Present: Commissioner's Woosley, Lee, Caldwell, Janik & McLean.

Others: GM Daughtry, Port Attorney Jaques (arrived at 6:55 pm), Staff Miller, Albaugh, Kraemer, Don Singer (Integra Realty Resources), Jason Spadaro (SDS Lumber) & HR News Sue Ryan.

Discussion:

- Industrial Park - SDS Leasehold

Jason Spadaro left Executive session at 7:05 pm

Commission President Woosley adjourned the Executive Session at 7:30 pm.

I. MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE: Commission President Woosley called the meeting to order at 7:35 pm.

II. ROLL CALL: Commissioners Woosley, Lee, Caldwell, McLean & Janik.

Others present: GM Chuck Daughtry, Attorney Jerry Jaques, Kris Miller, Pat Albaugh, RARE -Nick Kraemer, Phyllis Thiemann, Sue Ryan (HR News) Mayor Roger Freeborn, & Betty Rush.

III. ITEMS FROM THE FLOOR:

a) General Public:

- Sue Ryan thanked GM Daughtry for notifying her about the demolition of Bum's castle. She also mentioned that she was covering SB 350, which refers to the Oregon Ports Group authorizing a request for a bill that would move the Ports Division, currently under the Oregon Economic & Community Development Department, over to the Oregon Department of Transportation.

Daughtry stated that he and Kraemer attended the OPG meeting this week.

- **Event/Marketing Coordinator Summary: Phyllis Thiemann reviewed he report:**
 - Met with Volkswalk group and confirmed the dates for June 2008. They will work with the Portland Spirit to book excursions and meals. The dates will be June 12-15th (Father's Day) 2008.
 - The Electric Car Race will not be held in Cascade Locks this year. Jeff Blackman, the teacher from Hood River said they would be holding it in Hood River. They will be announcing the location at a later date.
 - The calendar of events has been taken to the printer and should be ready for pick up very soon.
 - The website is under construction and the next meeting with the construction crew will be on Monday, February 5. The calendar of events will be the first item to go live and the links will be active shortly afterward.

- Pictures have been submitted to the Oregon Film and Video group. They will use our pictures to help lure film crews and advertising groups to our area. We have also submitted several of the pictures to be used in the "GO WEST" Tour Operators conference to be held in Portland early in February.
- The Columbia River Gorge Visitor's Association will be working with the Sternwheeler in manning the Visitor's Center in the Marine Park. This is a great opportunity for Cascade Locks and the marketing of the area,
- The Festival of Nations Committee is continuing to look for Corporate Sponsorships for the event. Letters have been written and contacts have been made. Support looks to be promising. Several activities for the event have been proposed and information is being gathered on the feasibility for these to take place.
- More and more vendors are contacting us for Sternwheeler Days and Festival of Nations. We have been included in the Events and Festivals Guide. The Guide is in print as well as online. Their conference is in Spokane this year and will be in late March.
- The Tourism Information Councils' Travel Center Conference will be in early March this year and will be in Jacksonville. This is a very good conference and always full of great ideas and new information.
- The Governor's Conference on Tourism is in early April and will be held at Sunriver. The same Corporation, which owns Skamania Lodge, is also the owner of Sunriver. They are very interested in increasing tourism at both locations. They are working to bring all their locations to 5 Star quality.
- There are two grants, which we are submitting applications for, to enable more art marketing in our area. More information will be available at a later date on these.
- The West Columbia Gorge Chamber of Commerce is looking to do a Fly-In in Troutdale in July. We are looking at ways to cross-market the airport in Cascade Locks. As this event grows, there may be additional marketing opportunities for a Fly-in for both locations.
- Ideas and events for Cascade Locks have been submitted to the Gorge Guide for possible inclusion in an article for this years' edition. We should know more by next month.
- The Racing Association will be providing us with more articles, press releases and information with a quick reference guide for the boats. They will also be providing information for upcoming events, which need volunteers. This information will be posted on our website as well as having a link to their website.
- The walking map/brochure is due to be delivered to the printer very shortly.
- The Farmer's Market will be starting on the First Sunday of April. They will also be participating in our Annual Garage Sale. They are looking to provide many more opportunities for the community to be involved with their market. Applications and more information is available on their website at www.windancefarmsandart.com
- The Calendar of events will be printed in the upcoming Locks Tender.

- b) **Commission:** Commissioner Lee stated that the Commission should be proud of the demolition of "Bums Castle". It has been a problem for the community for many years and thanks to Port staff for all the work they did in getting this project done. Thanks to Jr. Snyder for accomplishing the project, he came through as always. The community of Cascade Locks is very fortunate to have Snyder Construction in town; they are a tremendous asset to the town.
- c) **City of Cascade Locks:** Mayor Freeborn stated that a hearing on the Fire hall will be held Monday, February 05, 2007 starting at 5:30 pm for a tour of the fire hall and then at 6:30 at the Port's pavilion. Freeborn stated that a presentation will be given and testimony taken, the council will not be making any decisions at this hearing. Freeborn stated that the council and staff had there annual goal-setting session, they will continue to finalize their goals for the upcoming year. Freeborn stated that he is setting up more committees: MSA committee will have to do with reviewing all of the city's services regarding the casino. A casino negotiating committee- more of a PR committee and a Charter review committee. Freeborn stated anyone interested in participating in one of these to contact him. Freeborn thanked Port GM Daughtry for working with Joel (City's Rare).

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

- a) **Approval of Minutes: Regular Meeting dated January 18th, 2007 & Workshop dated January 12th, 2007.**
- b) **Approval of Bills dated February 1st, 2007 in the amount of \$40,393.50**

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

V. OLD/NEW BUSINESS:

- a) **Appoint Budget Committee:** Miller stated that there is still one position open on the Budget Committee.

b) **Staff Reports:**

Rare Report: Nick Kraemer reported the following:

Lock Tender Homes

- Versatile Sash, Windows, and Doors visited the site and are bidding the windows. Oculus Fine Carpentry visiting next week to bid on construction part of project.
- Conversations with State Historic Preservation Office about additional funding:
 - Unclaimed funding available in February
 - Certified Local Government Program
 - Museum Grant
- U of O Historic Preservation Program
 - Project is being presented to students
 - 10 week internship funded by U of O

Visitor Center Doors

- Seeking bids
 - Versatile Sash, Windows, and Doors
 - Harry Battaglia of the Dalles
 - Tum-A-Lum Lumber

Land and Water Conservation Fund: Restroom/Shower Complex

- Searched out costs of other facilities: OSMB, Ports of Hood River and Skamania County
- Working with Jerry to cover legal issues.

- Putting the project out for bid.
- Utilizing Port of Hood River process and wordings.

Sailing Beach

- Attended the OSMB Grant Writing Workshop on January 30.
- Discussed grant application for bathrooms. Apply to first round grants (July).
- Researching Clean Marina Program.

Commissioner Lee asked about funding for replacing the boat launch dock. Staff Miller stated that we do receive money each year from OSMB to help with the upkeep of the boat launch/restrooms/transient dock and pump out station. Commissioner Lee stated that the boat launch dock needs repairs.

LEAP

- Seeking out info on hosting a screening of “The High Cost of Low Prices”
- Next meeting on Saturday the 10th from 9-11am in the City Hall Gym.

RARE – Americorps

- Rural Oregon Days

Accounting Report: Pat Albaugh reported the following:

- January financials at next meeting, as expected we are down a little in cash.
- Working through an issue with the W-2 reporting.
- Computer is installed at bridge, training is ongoing.
- Sold about 32 annual bridge passes to date.
- Audit is ongoing.
- Attending Special District’s Conference

c) GM Report:

- The Port hosted members of the Dept. of Interior, including Jim Cason, Friday, January 19th. Thanks to Commissioner Woosley, Tim Lee & Mayor Freeborn for participating in the event and for sharing remarks of support for the project with these key decision makers. Daughtry stated that he felt it was a good meeting and thinks that they made the effort to come look at the sites and thinks we will get fair consideration. Daughtry stated that Governor Kulongoski sent his legal counsel to the meeting.

WARM SPRINGS

- Draft EIS has been received by all cooperating agencies for administrative review prior to public release. Staff will be reviewing the information for comment. Met with John Morgan and Dave Meriwether to discuss upcoming Level 1 meeting on January 30th.
- Attended Historic Columbia River Highway meeting concerning proposed Industrial Park entrance at the ODOT offices in Troutdale. Discussion on the spacing issues of interchanges on highway 84.

BUM’S CASTLE

- Dennis Snyder, Jr. demolished Bum’s Castle on January 26th. Staff is pleased that this project is completed. If you see Dennis in the community, please thank him for his efforts.

BEACH IMPROVEMENTS

- City received application for permit. Awaiting their review, comments and approval.
- Discussing proposed improvements with UPRR for their approval. (Note: Set back requirement is 25 feet from the track rail. The project will be well away from the setback.)

MISCELLANEOUS

- Thanks to Marva Janik and Jean McLean for attending meeting with John Trumbull of Union Pacific RR to discuss new Marine Park entrance. We need to seriously consider a new scoping of this project. At a minimum, we need to increase the depth of the existing entrance to allow large tour busses and other

vehicles to access the Marine Park, and we should reconsider a bike/pedestrian overpass. Spoke with Tom Weatherford of ODOT. Tom is investigating to see if ODOT can absorb some preliminary expenses for design and permitting out of their planning budget (not from the TEA-LUI funding).

Commissioner McLean asked if we have contacted the City of Fairview about their project. Daughtry to contact them.

- Spoke with Rogers Wheatley concerning Sternwheeler Days. The Lions have assigned Martina Pennington to liaison with the Port, replacing Susan Lilligard. Port Staff and Phyllis Thiemann are continuing to cooperate with the Lions to insure the continued success of Sternwheeler Days, which is scheduled in conjunction with the Rock and Gem Show on the weekend beginning July 13th.
- Attended Tour Boat Operators meeting in Astoria with Dan Yates. Met all the major tour boat operators currently on the Columbia River. Discussed how we can best meet their needs. Prepared a flyer about the Gorge for distribution at the meeting.
 - As a result of meeting, met with Capt. Jeff Behrens of Fantasy Cruises. Jeff currently operates out of Friday Harbor in Puget Sound and would like to operate his vessel, the MV Island Spirit, on the Columbia River this summer. The vessel is 130 feet and has sixteen staterooms for weeklong cruises.
- Spoke with Julie Oke at the League of Oregon Cities (LOC) concerning progress with the City of Cascade Locks Administrator recruiting process. To date, the LOC have received 12 applications for the position. The application deadline is February 2nd. Julie said that typically they receive a handful of applications at the last minute. LOC will screen the applications and rank as to their consideration of the most qualified. All the applications will then be forwarded to the City around February 16th, at which time the City will schedule and conduct interviews. LOC will conduct background checks on the top four candidates as ranked by the City. Port staff is very eager to begin developing a cooperative working relationship with our new City Administrator.
- Nick and I attended Oregon Ports Group meeting in Salem. OPG is looking into moving the Port's Division from OECDD to ODOT.
- Toured Bear Mountain after fire with Tim Wingerd and Jeff Prichard. Bear Mountain is back in operation. Some structural damage to the building. Thanks to the CL Fire Department, for the quick response.
- Plan to meet with the City to discuss need for agreement concerning responsibility for installing and maintaining fire suppression systems.
- Notice of Election: Three Port Commission seats are up for election. Election is May 15th, 2007.

d. Authorization to enter into agreement with Integra Realty Resources:

COMMISSIONER LEE MADE A MOTION AUTHORIZING GENERAL MANAGER DAUGHTRY TO NEGOTIATE TERMS OF AN APPRAISEL CONTRACT FOR A PORTION OF THE LEASED INDUSTRIAL PARK LAND WITH INTEGRA REALTY RESOURCES IN AN AMOUNT NOT TO EXCEED \$5500. COMMISSIONER CALDWELL SECONDED THE MOTION. Motion passed unanimously by Commissioners Woosley, Lee, Caldwell, Janik & McLean.

VI. MONTHLY CALENDAR:

- Sue Ryan (HR News) stated that local kids could earn extra money by selling subscriptions.

Commission President Woosley adjourned regular meeting at 9:05 pm

Submitted by Kris Miller