

## PORT OF CASCADE LOCKS

The Port of Cascade Locks Commission Meeting was held Thursday, March 20<sup>th</sup>, 2008 at the City Hall Council Chambers, Cascade Locks, Oregon.

**I. MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE:** Commission President Lee called the meeting to order at 7:03 pm.

**II. ROLL CALL:** Commissioners Lee, McLean, & Woosley. Commission President Lee stated that Commissioner Janik would be late, arrived about 8:10 pm. Commissioner Caldwell was excused.

**Others present:** General Manager Chuck Daughtry, Attorney Jerry Jaques, Kristi Bengtson, Pat Albaugh, Dale Davis, City of Cascade Locks Administrator Bernard Seeger, Don Haight & Camera Operator Betty Rush.

**III. MODIFICATIONS, ADDITIONS TO AGENDA:** Commission President Lee stated the following modification, and additions.

- Correction of Joint Meeting Minutes on consent agenda.
- Addition to approve the replacement of the Pavilion roof.
- Addition to approve contracting with Joel Leish, Transportation Planner/Engineer.
- Addition to approve RMLS agreement with John L Scott Real Estate.

**IV. ITEMS FROM THE FLOOR:**

- a. **General Public:** Don Haight, Cascade Locks resident thanked the Port Commission for all their support for the sailboat program.
- b. **Commission:** Commissioner Lee passed around an article from a sailing organization in Seattle given to him by Don Haight regarding a 14-year old that sailed in Cascade Locks last summer.

Commissioner Lee recapped the trip to Washington DC for the PNWA Conference. He stated that they felt they were very successful. He stated that they met with staffers from Congressman Blumenauer, Senator Wyden & Senator Smith's office and had dinner with Congressman Walden. Commissioner Lee stated that they discussed the Marine Park Underpass, Sailpark, Resort & Casino and the Land Exchange. Also discussed items for the City of Cascade Locks & Hood River County including the Southbank project, Health Facility & Transportation Study. Commissioner Lee stated that contacts were made regarding the East Cascade Locks Interchange Closure and Union Pacific Railroad.

Commissioner Lee stated that we were well represented by Commissioner McLean, General Manager Daughtry and Hal Hiemstra of Ball Janik LLP.

- c. **Government Officials:** Daughtry stated that he invited City Administrator Seeger to the meeting, so the Commission could discuss the testimony of the City of Hood River Mayor Streich at the BIA Hearings. Daughtry stated that Mayor Streich was upset about an article in the Oregonian categorizing that City of Hood River was supporting the project. Daughtry stated that her intention was to clarify their position. She then stepped out of her Mayoral role and offered a personal opinion stating "I believe that siting a casino in the Gorge would not only be a mistake, but it would be a mistake of catastrophic consequences affecting the livability and quality of life in our region for all time." Daughtry stated that the concern is the City of Hood River's position. In February 2003 they wrote a letter to Governor Kuglonski stating what their official position was on the proposed Resort Casino. Daughtry read letter (exhibit a). Daughtry stated that the concern is that they not change there position. Daughtry stated that he would be attending the next Hood River City Council meeting. Discussion on Commission President Lee attending and making a statement on behalf of the Commission. Daughtry stated that County Commission

Chair Rivers would also be in attendance. Daughtry stated he would like to see the HR City Council ratify the letter dated February 2003.

City Administrator Seeger stated that he is also very disappointed by Mayor Striech's comments and would like Mayor Freeborn to attend the HR City Council meeting, we as public entities need to support each other.

Consensus of the Commission is for Commission President Lee to attend HR City Council meeting with a prepared statement, asking them to leave the 2003 letter as is and asking them not to oppose Cascade Locks on this issue.

- 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, February 21<sup>st</sup>, 2008
  - b. Approval of Joint/City Port Meeting minutes of February 22<sup>nd</sup>, 2008
  - c. Approval of Bills dated March 20<sup>th</sup>, 2008 in the amount of \$ 71,765.29
  - d. Approval of February 2008 payroll in the amount of \$47,421.82.

Commission President Lee stated that the Joint Meeting minutes should be amended to include the following: "Commission President Lee adjourned the Port meeting at 8:23 pm".

**COMMISSIONER WOOSLEY MADE A MOTION TO APPROVE THE CONSENT AGENDA WITH THE CORRECTION AS STATED. COMMISSIONER MCLEAN SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, & Woosley.**

**VI. OLD/NEW BUSINESS:**

**a. Approve Budget Committee Members:**

Staff Bengtson stated that two letters of interest were received one from Elaine Johnson and the one from Regina Sampson.

Commission President Lee asked if it would be a conflict for Elaine Johnson to serve on the budget committee, stating that she will be under contract with the Port, marketing some of the Port's land.

Port Attorney Jaques stated that if Elaine Johnson is on the budget committee and something comes up that might benefit her personally, or financially she will need to abstain from discussion & make a disclosure.

**COMMISSIONER MCLEAN MADE A MOTION TO APPOINT ELAINE JOHNSON AND REGINA SAMPSON TO THE PORT OF CASCADE LOCKS BUDGET COMMITTEE. COMMISSIONER WOOSLEY SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, & Woosley.**

**b. Approve/Discuss new cash registers for Bridge of the Gods.**

Staff Albaugh stated that he is working with Patty Jo Barnes and Rose Parke on this project, they have spoke with three companies, two have responded with quotes (in packets). They are having demonstrations on both systems, which all bridge employees are participating. Staff Albaugh requested authorization to purchase new cash registers in an amount not to exceed \$12,127.00.

**COMMISSIONER WOOSLEY MADE A MOTION AUTHORIZING THE PURCHASE OF NEW CASH REGISTERS FOR THE BRIDGE OF THE GODS IN AN AMOUNT NOT**

**TO EXCEED \$12,127.00. COMMISSIONER MCLEAN SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, & Woosley.**

**c. Approve/Discuss Embarq agreement pending Attorney review.**

Port Attorney Jaques stated that this would be deferred until the next Commission meeting.

**d. ADDITION TO AGENDA: Approve replacement of Pavilion roof:**

GM Daughtry stated that there is a need to repair the roof, the season is coming up improvements have been made to the building and it is a vital building to the community, Port and Sternwheeler. Staff Albaugh stated that earlier this winter there was a leak on the Pavilion roof that was repaired, but now it is leaking in another area. We have requested 4 bids for the replacement. It will be a composition roof like what is on the restroom portion. We have received one bid. Staff would like authorization to award bid in an amount not to exceed \$15,500.

**COMMISSIONER WOOSLEY MADE A MOTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT TO REPLACE ROOF ON PAVILION IN AN AMOUNT NOT TO EXCEED \$16,000 BASED ON OBTAINING 3 BIDS. COMMISSIONER MCLEAN SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, & Woosley.**

**e. ADDITION TO AGENDA: Approve Real Estate Agreement with John L. Scott Real Estate.**

Commission President Lee asked about item # 7 on "Amendment to RMLS Listing Contract". GM Daughtry, Yes commission is paid on initial lease term, typically that is 5-10 years, excludes options.

**COMMISSIONER WOOSLEY MADE A MOTION TO APPROVE THE RMLS REAL ESTATE LISTING CONTRACT AND AMENDMENT TO RMLS LISTING CONTRACT WITH JOHN L SCOTT. COMMISSIONER MCLEAN SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, & Woosley.**

**f. ADDITION TO AGENDA: Discuss/Approve contract with Transportation Planner/Engineer, Joel P. Leisch.**

Daughtry stated that the Port has been actively engaged in trying to get a variance for the East Cascade Locks Interchange suggested closure. The Port, City & County jointly funded Dwayne Hofstetter to help with beginning phases of drafting a variance. Daughtry stated that his contract has expired and staff believes that we still need some technical assistance and believes we need different representation. Daughtry stated that he received a reference from Bussard's Engineering for a "Joel Leisch, Transportation Planner/Engineer". Daughtry stated that he interviewed him on the phone (passed out resume') and feels he will do a great job for the Port, City & County, one of his purpose's will be to write substantial comments for the DEIS regarding the closure of the ECLI. Daughtry stated that he would like approval to proceed with a contract for a traffic engineer in an amount not to exceed \$10,000 and a cost sharing agreement with the City of CL and Hood River County.

**COMMISSIONER MCLEAN MADE A MOTION AUTHORIZING THE GENERAL MANAGER TO AWARD A CONTRACT WITH A TRAFFIC ENGINEER IN AN AMOUNT NOT TO EXCEED \$10,000 AND TO ENTER INTO A COST SHARING AGREEMENT WITH THE CITY OF CL AND HOOD RIVER COUNTY. Motion passed unanimously by Commissioners Lee, McLean, & Woosley.**

**g. Update on Port Strategic Planning "Visioning Retreat"**

Staff Bengtson stated that the retreat would be at Cooper Spur Resort on April 4<sup>th</sup> and 5<sup>th</sup>. GM Daughtry stated that Barbara Biggs decided not to facilitate the meetings for us, because she is our County Commissioner. Daughtry stated that he has contacted

Mike Ragsdale, he is the facilitator that helped us through the leasing of the Sternwheeler. Daughtry stated that he is a little more expensive, but feels he will get us thinking out of the box, and help us plan our direction.

Commission consensus to hire Ragsdale Consulting Group, Mike Ragsdale to facilitate the Commission Strategic Planning Retreat.

**h. Discussion on GM's review process and contract renewal.**

Staff Bengtson stated that the Commission had received examples of new GM Evaluation forms, looking for direction. Commission discussion.

**COMMISSIONER WOOSLEY MADE A MOTION ADOPTING THE SAMPLE GM EVALUATION FROM THE PORT OF HOOD RIVER AS THE NEW GM EVALUATION FORM. COMMISSIONER MCLEAN SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, & Woosley.**

Staff Bengtson to prepare new GM Evaluation for distribution to Commission.

**i. Staff Reports:**

**Pat Albaugh (Finance Department)**

- Congratulations to Rose Parke, for 35 years of service with the Port.
- Attended the Oregon Municipals Finance Conference
- Collecting sample RFP's for Auditing Services
- Human Resource audit next week, on systems etc.
- Welcome new budget members
- Shopping health insurance

**Julia Babcock (RARE)**

SDAO Grant

- Awarded \$3,000 match grant
- Fire Alarm System installment began at the Community Center

ODFW 2008 Grant

- Applying for fish cleaning station to be located near boat launch
- 5x5 Stainless Steel, handicap accessible.

Take It Back-Alcohol Prevention Program

- Youth initiated program for alcohol prevention

LWCF (Land and Water Conservation Fund Grant) 2008 Grant

- Application submitted February 15,2008
- Railroad Property Acquisition Project
- 50% match of \$150,000 requested

OSMB (Oregon State Marine Board) 2008 Grant

- Application due February 29,2008
- Restroom and Float Replacement Project at Boat Launch.

OSWB (Oregon State Weed Board) 2008 Grant

- Application denied March 11, 2008
- The project focused on recreation as an end result instead of restoration for watershed/riparian area.
- Still would like to do application to Marina

**j. GM Report:**

**WARM SPRING/CASCADE LOCKS CASINO RESORT**

- Very pleased with the hearings, very supportive, community energized, thanks to all the Port Commission & Community that testified.

- Requesting meeting with ODOT, Federal Highway, County, City and Port to work toward design exception for the ECLI

**SDS LAND PROPOSAL**

- Returned marked up map to Jim Bussard based upon last Commission meeting input.
- Reviewing draft sales agreement from SDS attorney

**BEACH IMPROVEMENTS**

- Working on scope for \$100,000 HUD grant

**UNDERPASS PROJECT**

- Contract with Parametrix needs more specificity concerning UPRR permit deliverables.
- Having RR property appraised.

**k. Monthly Calendar Review**

**VII. Adjournment**

Commission President Lee adjourned the regular meeting at 8:52 pm.

Submitted by Kristi Bengtson