

PORT OF CASCADE LOCKS

The Port of Cascade Locks Commission Meeting was held Thursday, June 26^h, 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 7:05 pm.

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

Others present: General Manager Chuck Daughtry, Attorney Jerry Jaques, Kristi Bengtson, Pat Albaugh, Dale Davis, RARE Julia Babcock, Phyllis Thiemann – CL Event & Marketing Coordinator, Erin Rue & Mary Clossen – Hood River Chamber of Commerce, Sue Ryan- Hood River News, Elaine Johnson, Gyda Anne Haight & Camera Operator Betty Rush.

III. MODIFICATIONS, ADDITIONS TO AGENDA: None

IV. Presentation by the Hood River Chamber of Commerce: Executive Director – Mary Clossen & Marketing Coordinator –Erin Rue.

Mary Clossen & Erin Rue reviewed the 2007 Annual Report - "Destination Marketing for Hood River County".

• Executive Summary:

Tourism represents a significant economic development opportunity for Hood River County. Visitors to our county provide valuable dollars to hotels, restaurants, arts and cultural venues, and our unique retail districts. Outdoor recreation is a particularly strong driver for Hood River County's economic base. Each year our region hosts thousands of outdoor enthusiasts who consider our county to be "the destination" for windsurfing, hiking, bicycling, and numerous extreme sports.

This annual report contains an overview of the Hood River County Chamber of Commerce's Visitors Council history; a description of the Council's marketing campaign, and a look toward the future of destination marketing in Hood River County. This report also contains information on the Visitors Council grant program, as well as media coverage attained throughout the past year.

The Hood River County Chamber of Commerce appreciates the support of Hood River County, the City of Hood River, the City of Cascade Locks, the businesses of Hood River County, area residents, and our local, regional and state tourism partners. Our shared passion for this region, coupled with our commitment to providing an outstanding visitor experience, ensures that Hood River County will continue to be a priority destination for years to come!

Reviewed upcoming events including Sternwheeler Days & Harvest Fest. Discussed ideas for social marketing. Discussed Chamber Grant program. Discussed plan for the future "Branding Campaign"- "Hood River always in season".

GM Daughtry stated the Port Commission appreciates the support for Cascade Locks, stating that he realizes the Chamber survives on transient room tax and that Cascade Locks is a very small portion.

Commission thanked Mary and Erin for their presentation.

V. Cascade Locks Event Coordinator Report: Phyllis Thiemann:

Ms. Thiemann stated that this was her last meeting as Cascade Locks Event & Marketing Coordinator. Ms. Thiemann stated that she has enjoyed the last three years helping to promote Cascade Locks. She thanked the Port & City staff, Commission and Council for their support. She thanked everyone for the luncheon last week.

Ms. Thiemann reviewed the following:

- Sternwheeler Days this weekend.
- Involved with the Hood River Chamber branding.
- FYI: Pacific Crest Pub and Hostel has started the geo-caching.
- Continuing to work with Oregon Crafted.
- Festival of Nations sponsorship is ahead of last year.
- Spirit hosted the West Gorge Chamber luncheon at the Locks Café.
- Volkswalk was a success, good event for the community.
- Gorge Games is in need of volunteers.
- Escape from the Gorge is in need of volunteers, they donate money to charities.

Commissioner Janik asked if there was a plan to fill her role. Ms. Thiemann stated that she is planning to turn over all her files and contacts to the tourism committee, and that she is not sure how they will be handling the transition.

Commissioner Lee thanked Ms. Thiemann on behalf of the Port Commission and staff for the outstanding work done on behalf of the community.

VI. Items from the floor:

a. General Public: Sue Ryan from the Hood River News showed the Sternwheeler Days program.

b. Commission: Commissioner Janik reviewed information from the PNWA conference she & GM Daughtry attended last week.

Commissioner Lee stated that he attended a Hood River County Centennial Event. Commissioner Lee stated that it is one in a series that will be happening this year. Tom Cramblett spoke about his family history in Cascade Locks & Hood River County, he did a great job.

c. Government Officials: N/A

VII. 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 Meetings – May 22nd & June 5th & Budget Hearing of June 5th, 2008.

b. Approval of Bills dated June 26th, 2008 in the amount of \$ 172, 320.06

c. Approval of May payroll in the amount of \$ 46,934.30

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

VIII. Old/New Business:

a. Approval of (IGA) Intergovernmental Agreement with ODOT for Bridge work.

GM Daughtry stated that staff would like to contract with ODOT for Bridge of the Gods Bearing repair as stated in the contract. GM Daughtry stated that ODOT did this work for the Port of Hood River and they were very pleased with the work.

COMMISSIONER MCLEAN MADE A MOTION APPROVING THE INTERGOVERNMENTAL AGREEMENT WITH ODOT FOR BRIDGE BEARING REPAIR ON THE BRIDGE OF THE GODS IN AN AMOUNT NOT TO EXCEED \$24,252. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Woosley, Janik & Caldwell.

b. Resolution 2008-1 “Resolution transferring allocations within the 2007-2008 Budget:

Staff Albaugh stated that the Port will not exceed the total budgeted expenses but will probably exceed the amount budgeted for the Personal Services category (wages, payroll taxes, PERS, benefits & insurance). The total expenses will be very close to the budget but could possibly exceed. Some of the cause for this is an additional staff member and more overtime than budgeted for. Staff is requesting to transfer \$30,000 from the General Operating Contingency to Personal Services.

COMMISSIONER WOOSLEY MADE A MOTION TO ADOPT RESOLUTION 2008-1 BY TITLE “RESOLUTION TRANSFERRING ALLOCATIONS WITHIN THE 2007-2008 BUDGET. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Woosley, Janik & Caldwell.

c. Resolution 2008-2 “A Resolution adopting the 2008-2009 Budget, Making Appropriations, and imposing tax for year 2008-2009. “

Staff Albaugh stated that this is the last item needed to formalize the budget that was approved during the budget process by the budget committee.

Commissioner McLean asked how much the Port gets from property tax. Staff Albaugh stated that the Port receives \$.0256 per \$1,000 of assessed value.

COMMISSIONER MCLEAN MADE A MOTION TO ADOPT RESOLUTION 2008-2 BY TITLE “A RESOLUTION ADOPTING THE 2008-2009 BUDGET, MAKING APPROPRIATIONS, AND IMPOSING TAX FOR YEAR 2008-2009. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Woosley, Janik & Caldwell.

d. Discussion on joint boat agreement with CGRA.

GM Daughtry stated that staff has been discussing the need for a boat since last summer. GM Daughtry stated some of the reasons for needing a boat include the following: Oil spill response, boat’s sinking, boom release, dragging weeds & debris from the Marina, property inspection, & property tours. GM Daughtry stated that we had talked about purchasing Commissioner Lee’s boat, but in the end decided that would not work. Staff began talking with the CGRA and their need for a chase & coach’s boat for the sailing school program. Staff suggested that the Port pay \$5000 towards their boat for the Port to use. Staff is currently working on an agreement and the CGRA is currently looking for a boat. Staff stated that the Port would not have to worry about insurance and licensing.

Commission stated that part of the agreement should state that the boat stays in Cascade Locks year round. The Port will provide a space in the Marina and winter storage.

Commissioner Lee stated he can see the need for a Port boat, but wanted to remind the Commission that we need to watch expenditures and be frugal.

Commission consensus that the Port should draw up an agreement for use of the boat and allocate a maximum of \$5000 towards the boat owned by the CGRA

e. Discussion on canceling July 3rd, 2008 Commission Meeting

COMMISSIONER WOOSLEY MADE A MOTION TO CANCEL THE JULY 3RD, 2008 PORT COMMISSION MEETING. COMMISSIONER CALDWELL SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Woosley, Janik & Caldwell

f. **Staff Reports**

Maintenance Department: Dale Davis

- Thanks to Don & Gyda Anne Haight & Scot & Darlene Sullenger for cleaning up the beach/marina area.
 - Trunk line project completed
 - Irrigation pump installed
 - Discussion on fishing access in Industrial Park
 - Striping in Park and Bridge

Finance Department: Pat Albaugh

Commission questions on bills list:

- Purchase of picnic tables
 - City permit fee for fire alarm
 - Dogami permit (mining permit)
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- Bridge point of sale installed, training ongoing, good system once all the kinks are worked out.
 - Bridge vehicle counter installed, working with it to see if it will work, some issues with counting truck axles.
 - Installed digital archiving system, training.
 - Fiber optic installed for Community center. GM Daughtry commented that we will begin marketing the remodeled office when completed.
 - Security system installed for upstairs and basement of Community Center.
 - Received the draft conceptual trail plan, will be meeting with the IMBA tomorrow.
 - Auditor is finalizing the audit.

RARE: Julia Babcock

SHPO Meeting

- Grant awarded and work in progress
- Commissioner McLean & I met with SHPO rep Joy Sears; spoke in great depth about maintenance plan for Locktender Houses.

School of Rock Concert

- Working with Shirley Carr to put together concert, benefit for St. Patrick's Food Bank
- August 9th, 2008 7 pm Marine Park

OSMB (Oregon State Marine Board) 2008 Grant

- Grant awarded
- Awaiting Army Corps Permit
- Obtain bids for board replacement
- Site Visit with OSMB went well-discussed renovating bathroom

SDAO (Special District Association of Oregon) Grant

- Awarded \$3,000 (50% match grant)
- Work complete
- Documentation sent to SDAO complete

Milfoil Treatment

- Application will occur between end of June middle of July

ODFW Grant

- 1st round rejected
- encouraged to apply again, submitted June 18th
- \$5,000 match, requested \$10,000 for station and site work

RARE ACTIVITIES

- Lincoln City Charette May 9-11
- OAPA Conference May 15-16th
- Gorge Grown Network Assistance-food security project
- Last Rare Retreat July 25-26th

g. GM Report: Chuck Daughtry

- Applied for another RARE volunteer, we are on the waiting list.
- Thanks to the Haight's and Sullenger's for volunteering to clean up the beach area.

WARM SPRING/CASCADE LOCKS CASINO RESORT

- Meeting scheduled the Warm Springs, the BIA, Hood River County, the City of Cascade Locks and the Port. The focus of the meeting will be a discussion between Joel Leisch (Port/City/County Traffic Consultant) and Evan Dust of HDR (representing the BIA) concerning a Port/City/County alternative interchange that was proposed in our DEIS comments. The meeting will also focus on closure of ECLI and a strategy for influencing ODOT and BIA.
- Working with HDR and Scott Keillor on proposed Conservation Easement with ODF&W. Port would grant easement on undevelopable property to ODF&W in exchange for setback adjustment for the rock quarry and mitigation for construction of new interchange.

SDS LAND PROPOSAL

- Meeting held with Steven Locke of SLR International Corp (hired by the Port for consulting services regarding the SDS site) and Alpha Environmental Services representing SDS concerning review of proposed clean up for site. SDS plans to raze old Maintenance Shop, excavate and remove petroleum contaminated sediment under the removed building and dispose of excavated sediment off site. Plan is to grind up concrete and asphalt on site and use as fill material. Steven requested that additional borings be considered at the site of a former conveyor and also to determine potential impacts from old above ground gasoline storage tanks located at the northeastern end of the Maintenance Shop.

BEACH IMPROVEMENTS

- Received clearance and waiver of environmental review on HUD \$100,000 Sail Park grant. Waiting for final clearance for funds.
- Need to solicit RFP's for project from qualified engineering firms.

UNDERPASS PROJECT

- Meeting held June 5, 2008 to discuss Preliminary Alignment Options for new access plan into the Marine Park. Alignment options:
 - Deepening of existing underpass (still under consideration)
 - New underpass to the east of existing underpass (still under consideration)
 - Overpass at old fire hall (added to options.)
 - Overpass east of existing underpass (rejected – too much impact on Marine Park and neighbors.
 - New underpass west of existing underpass (rejected – UPRR will not approve)

HERMAN CREEK SITE

- Met with Scott Keillor (Port Planning Consultant) and Eric Carlson (Terra Surveying). First step is prepare boundary line adjustment between tax lot 300 and tax lot 500, which will combine the usable property at Herman Creek into a single tax lot. Received copy of Lot Line Adjustment Handbook and Fee Schedule from City.

STERNWHEELER DAYS

- Port agreed to allow signs posted on the Bridge of the Gods.
- Should be a great Sternwheeler Days, Portland Spirit has stepped up with assisting the Lions Club.

MISCELLANEOUS

- Rural Oregon Summit –Cascade Locks will be the site for Rural Oregon Summit. The Eastern Oregon Rural Alliance conference is scheduled Aug. 21-22.

Commission President Lee recessed the meeting at 9:26 pm. 10 minute break,

Commission President Lee called the Executive Session to order at 9:36 pm under ORS. 192.660 2 (e) Real Property Negotiations.

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

Others: GM Daughtry, Attorney Jaques, Staff Bengtson & Albaugh & Elaine Johnson (JL Scott Real Estate)

- Review- Discussion of property listing's & price.
- Discussion on marketing property
- Discussion on Herman Creek proposal.
- Discussion on SDS property.

Commission President Lee adjourned the Executive Session at 10:31 pm and returned to the Regular meeting.

No action taken.

Commission President Lee adjourned the Regular meeting at 10:32 pm.

Submitted by: Kristi Bengtson