

Port of Cascade Locks

The Port of Cascade Locks Commission Meeting was held October 2nd, 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, Caldwell, Woosley & Janik were present.

Others present: General Manager Chuck Daughtry, Staff Kristi Bengtson, Pat Albaugh and Dale Davis. Also present: Port Attorney Karen Ostrye, Camera operator Betty Rush & Glenn Dolphin-Oregon State Marine Board, Jill VanWinkle- IMBA, Elaine Johnson – John L. Scott Real Estate.

III. Modifications, Additions to Agenda: None

IV. Items from the Floor:

a. Glenn Dolphin – Oregon State Marine Board (OSMB): Mr. Dolphin is the statewide coordinator for the Clean Marina program. Mr. Dolphin gave a brief overview of the program stating that it is a volunteer enrollment environmental certification program that recognizes marinas with certifications for being good stewards of the environment and going above and beyond minimum environmental regulations. Dolphin stated that there is a comprehensive reference book and best management practices recommended for the facilities to implement. The Oregon program is 3 years old and part of a national initiative currently taking place. At this time there are 32 Clean Marina's out of 190 Marina's in Oregon. Dolphin stated that he met with Staff Bengtson about a year ago, to review the criteria and identify projects for certification. In August of this year, we did the official certification and the Port of Cascade Locks Marina scored 100%. Dolphin stated that upon certification some of the rewards include a spill kit, "clean marina flag" and framed certificate. Dolphin stated that some of the items implemented at the Port was more specific environmental language into the moorage rules, recycling, oil spill response signs, signs to encourage clean boating practices, fishing line recycling containers, the Port replaced the pumpout/dump station, installation of hard boom, maintenance of aquatic vegetation (Milfoil), a plan to keep the stormwater runoff drains cleaned, an emergency response plan, and maintenance of vegetation growing along the river bank.

Commissioner Lee thanked Mr. Dolphin and the OSMB for all the support given to the Port of Cascade Locks stating that it is great to see an agency that looks for projects to support boating activities.

Commissioner Caldwell asked if the Port of CL were to consider building another Marina, would he be someone to contact in the planning stages for consultation regarding environmental regulations. Mr. Dolphin stated that he could be involved, with looking at environmental criteria and other departments within the agency could be a helpful resource regarding the planning.

Commissioner McLean suggested letting the Sternwheeler know that we have spill kits & make to them aware of our Clean Marina practices.

Mr. Dolphin discussed the invasive species epidemic of the Zebra & Quagga mussels. Commission thanked Glenn for coming to the meeting.

Jill Van Winkle-International Mountain Biking Association – (IMBA): Ms Van Winkle is the trail consultant for IMBA, stating that she is going to talk about the joint proposal for a “Destination Mt. Bike Riding Area/Trail”. This trail could also be used for hiking, equestrians and runners. She stated that she has talked to organizations in the Portland area and there is a huge demand for trail opportunities closer to Portland. She stated that Stan Hinatsu from the Forest Service was not able to be at the meeting tonight, but from preliminary discussion’s they were supportive of the project. She stated that one priority was to recruit other outside partnerships. Those that have already expressed support are the Oregon Equestrian Trails and Columbia Area Mountain Biking advocates. She stated that she has also talked with Pacific Crest Trail Association. She stated that we also need support from the local community, chambers, city, & county. We should also talk with the Friends of the Gorge and any other environmental groups that will support the project.

Ms. Van Winkle stated that we look at funding options for both the planning and construction phases. She suggested contacting the local economic development sources, Cycle Oregon & Bikes Belong for planning money. Trail Construction funding options include the Recreational Trails Program and the Land and Water Conservation Fund.

She stated that it is hard to put a timeline on this project until after we have the Forest Service on board with the project. General numbers regarding timeline: A master plan (physical on the ground design, which also includes all the stakeholders and public outreach) approximately 90 days to complete, then a review process by the Forest Service. A master plan would help facilitate the Forest Service NEPA process.

Commissioner Lee asked about preliminary costs. Ms. Van Winkle stated that the Master Plan is estimated at \$25,000-\$35,000. The NEPA process cost’s can vary depending on the involvement, if you hire someone like a consultant to do all of the work, it may cost anywhere between \$40,000-\$50,000, which would including biological and archeological review. Construction costs for 12-14 miles would also depend on whether you have someone do it professionally or volunteer labor. Construction on the hillside could cost around \$15,000-20,000/mile, while the Wyeth Bench it is flatter so construction could cost around \$5,000/mile.

Commissioner McLean asked who could plan & design the trail. Van Winkle stated that there are consultants that you hire to design & plan the trail.

Van Winkle suggested creating a committee of user groups, like a representative from a Mountain Bike group, a hiker, an equestrian; also involve local community organizations, such as the tourism committee, the Port, County, and City. This committee will be the driver on taking the next steps, which include looking at funding options and grant writing, they will also continue to work with the forest service, and solicit letters of support of this project.

Commissioner Lee asked if she thought this type of trail would draw economic growth to the community. Van Winkle stated that yes she believed it would be a great asset to the community, this is a very popular and growing sport, people are already coming into the

Gorge to recreate, and Mt. bike in Hood River and Gifford Pinchot in Washington. One of the most important features about CL is the proximity to Portland. She stated that the trails have great appeal because of the year around accessibility.

She suggested that the next step would be to schedule a follow up meeting with Stan Hinatsu (Forest Service) and then schedule a public meeting to gage the public interest. Commission thanked Jill for coming to the meeting.

John L. Scott Real Estate –Elaine Johnson: Ms. Johnson stated that they are advertising the Port's property in the Portland Business Journal and loopnet. She stated that they are waiting for a map from the Port for the peninsula parcel. GM Daughtry stated that they he is having a map produced of that site for there use. Commission thanked Elaine for coming to the meeting.

b. General Public: None

c. Commission: Commissioner Lee stated that he attended the Festival of Nations last weekend and it is a good event.

d. Government Officials: None

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: September 18th, 2008

b. Approval of Bills dated October 2nd, 2008, in the amount of \$ 57,089.98

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

VI. Old/New Business

a. Approval of Special Districts Insurance Renewal: Staff Albaugh stated that this is standard renewal for 3 years.

COMMISSIONER WOOSLEY MADE A MOTION TO APPROVE THE SPECIAL DISTRICTS INSURANCE RENEWAL. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Woosley, Caldwell & Janik.

b. Discussion on Joint City/Port Meeting (October 8th, 2008): GM Daughtry stated that we have scheduled the meeting, will send the agenda out tomorrow. Commissioner Caldwell stated that there is a Hood River County School Board Meeting scheduled for the same night to discuss the future of the CL School. Discussion on incorporating the two meetings. Port would like to participate in the meeting to support the school. GM Daughtry to contact superintendent to work out details of the meeting.

c. Staff Reports:

Pat Albaugh: Finance Department

- Toured the Sea Bird (docked in the locks).

- Received the Sternwheeler financial report, they are a little ahead of last year; report will be in next meetings packet.
- Audit in progress.
- Will go out for RFP for audit services this winter.
- Axle counter for Bridge arrived.
- Fiber Optic getting installed to the Community Center
- Working on getting internet to Pavilion

Dale Davis: Maintenance Department

- Toured the Sea Bird (docked in the locks). They stated that they have jobs available.
- Pressure washing and priming at the bridge.
- Dale, Steve and Tory will be attending a Bridge Maintenance Conference.
- House 3, finished rail and stairway, HR County signed off on occupancy.
- Getting the permitting for the porch on House 3.
- Bridge bearing repair starts October 13th, 2008.

GM Daughtry reviewed Locktender House Maintenance Plan that RARE Julia Babcock put together. GM Daughtry stated that he would like to finish House 3 and then secure the museum wall before winter.

Commissioner Lee requested a cost on renovations to House 3 to date and expected costs for future improvements.

d. GM Report: Chuck Daughtry

WARM SPRING/CASCADE LOCKS CASINO RESORT

- Received new “global” map of Business Park from Jim Bussard.
- Met with John Morgan and Scott Keillor concerning creation of two new tax lots in the Business Park. Scott is working on the partition application with the City.
- Level 1 meeting set for Tuesday, Oct. 7th at BIA Headquarters to discuss variance process for ECLI and IAMP restarting. Tim and Marva are scheduled to attend.
- Tim and I attended Section 20 Hearing in Hood River. Kudos to Ron River’s of Hood River County for supporting our project. The Port is working with the City and the Tribes to prepare responses to some of the comments against this project. Commissioner Lee also spoke.

BRIDGE OF THE GODS MAINTENANCE

- ODOT bearing replacement scheduled for week of October 13th.
- Limited pressure washing was performed on the Oregon side of the Bridge with great success. Maintenance plans to follow up with spot painting as weather permits.
- Plan is to continue pressure washing a couple of times a week through the end of November.

SDS LAND PROPOSAL

- Meeting with environmental consultants and SDS went well.

BEACH IMPROVEMENTS

- HUD acknowledged (finally) receipt of our \$100,000 grant application. They required some additional information concerning anticipated expenditures for contracted services. Will follow up approval process.
- Don Haight has volunteered to do more improvement on the beach. Will file a permit application with the City.

- Scheduling meeting with CGRA to discuss possibility of a shared position to work on events in the Marine Park. Scheduled for next Thursday, 1 pm at the Pacific Crest Pub.
- Looking at options concerning an office/meeting building in or adjacent to the Marina.

MARINE PARK ENTRANCE PROJECT

- Scheduling a meeting for next week with Stephanie Maltby of Parametrix and Bill Burgell of HDR to discuss strategy on getting agreement from the UPRR on the overpass. Will also discuss acquiring a long-term lease on the old mill site adjacent to the Marine Park.

HERMAN CREEK SITE

- Two businesses are looking at the Herman Creek site (one through Bill Fashing and one through Don McDermott). Each has 25-40 jobs.

MISCELLANEOUS

- Our new RARE volunteer, Anna Tompkins, is scheduled to begin work around October 6.
 - Toured the D's property across from the Best Western with Ginger Townsend, real estate agent. Contacted DEQ there are no environmental issues, price is \$350,000.
 - House #3 upstairs is substantially completed. Darrel Driver has signed lease and will assume occupancy of one of the new offices. The front porch renovation is progressing. Amy Harrington of Oculus has resigned from the project. Joy Sears of SHPO is satisfied with the quality of work performed by Rudy and the Port Maintenance staff.
 - Bear Mountain-Bob contacted me and stated that he would like to do a short-term lease on some additional land for log storage.
 - Meeting with City on issue of waterline that needs repair in the park. This line also services the in lieu site and the city's lift station. The Port had an agreement with the City under Willoughby's administration to share in the costs of repair. The leak is now damaging the road. The City is now stating that it is the Port's line, we will continue to work with the City to resolve the issue.
 - SDS has hired a firm to clean up their leased area.
 - Issued a small purchase order for this firm to do some brush removal on the peninsula in the Industrial Park.
 - Successful in obtaining the scoreboard from George Fox University for the Cascade Locks Football field.
 - Open house at the Community Center on October 23rd from 4-7 pm.
- e. **Monthly Calendar:** Staff Bengtson reminded Commission to file their quarterly Ethics report.

Commission President Lee adjourned the meeting at 9:20 pm.

Submitted by Kristi Bengtson