

Port of Cascade Locks

The Port of Cascade Locks Commission Meeting was held Thursday, July 17th, 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, Caldwell, Woosley & Janik were present.

Others present: Staff Daughtry, Bengtson, Albaugh, Davis and RARE Babcock. Also present was Port Attorney Jaques.

III. Election of Officers:

COMMISSIONER WOOSLEY MADE A MOTION THAT THE OFFICERS STAY THE SAME AS THEY ARE CURRENTLY: PRESIDENT TIM LEE, VICE PRESIDENT JEAN MCLEAN & SECRETARY/TREASURER JOEINNE CALDWELL. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Woosley, Janik & Caldwell.

- IV. **Modifications, Additions to Agenda:** Commissioner Lee stated that the RARE report would be moved up in the agenda.

➤ **RARE Report:** Julia Babcock reported the following:

SHPO Maintenance Plan:

- Photograph and document current condition
- Create log books for maintenance projects

School of Rock Concert: August 9th, 2008-7- 8:30 pm- Outdoors at Marine Park

- Fundraiser for St. Patrick's Society Food Bank
- Sponsored by the Port and Faith Connection
- Advertisements in newspapers, newsletters, and posters

OSMB (Oregon State Marine Board) 2008 Grant- Boarding Float replacement-Boat Launch

- Grant awarded, waiting for the Army Corps to issue a permit, delayed because of back log at the Corp. Does not look like they will get to project for awhile, may miss the in water work window.
- Need to obtain bids for project
- Site visit with OSMB regarding this project and renovating bathroom instead of replacing.

Commissioner Lee stated that if the project is going to be delayed, we should do some repairs to dock.

Milfoil Treatment for Marina

- Contracted with vendor for application to occur at the end of July middle of August.

ODFW Grant –Fish Cleaning Station

- 1st round rejected
- Encouraged to apply again, submitted June 18th, 2008.
- Requested \$10,000 for station and site work, with a \$5,000 match for the Port.

RARE activities

- Gorge Grown Network Assistance- Farmers Market (traveling around Gorge will be in Cascade Locks) schedule to follow.
- Last RARE retreat July 25-26th.

V. Items from the Floor:

a. General Public: Nothing to report.

b. Commission:

Commissioner Mclean stated that she thought the lease amount on the Herman Creek building was too high.

Commissioner Caldwell thanked the Commission for allowing her to attend the PIUMSHA Celebration in Warm Springs. Commissioner Caldwell stated that they downsized the event and held a BBQ outside; she thought it was the best one yet.

GM Daughtry discussed Commissioner McLean's comment on the lease amount for the Herman Creek building, stating that the Port has been marketing that building very aggressively and that the majority of interested people want it for storage. GM Daughtry stated that if the right business would come along, with jobs, the Port would do what it takes to get that business to locate here, including building a building, renovating the existing building and or negotiating the lease rate.

Commissioner Lee stated that every situation is different and everything is negotiable. Commission consensus to leave rate as it is advertised.

c. Government Officials: Nothing to report.

vi. 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: June 25 & 26th, 2008

b. Approval of Bills dated July 17th, 2008 in the amount of \$80,722.67

c. Approval of June 2008 payroll in the amount of \$50,264.82

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

VII. Old/New Business

a. Staff Reports

Dale Davis: Maintenance Department

- Marine Park prep for the 4th of July. Thank you to City Public Works for their help with setup and cleanup. Commission commented that the cleanup was great.
- Bridge work, including deck welding and pressure washing.
- Master cylinder on welding truck needs replaced.

Commission discussion on email received regarding traffic control on July 4th. GM Daughtry stated that in years past the Lions have helped with the parking and have also went around and asked for donations. GM Daughtry stated that we have also offered this

event to school groups as a fundraiser; unfortunately we were not able to secure any help this year.

Commission discussion on upcoming bridge work, including the bearing replacement, permits, painting.

Commission discussion on the House 3 project, projected to be done in three weeks.

Pat Albaugh: Accounting Department

Financial Report:

- June Overview: Financially positive fiscal year. Available funds have increased and debt had decreased. Financials do not include the year-end adjustments. The next fiscal year does not look like it will be as financially strong for operations. Bridge tolls make up 80 % of the total revenue and they continue to decline while operating expenses have been increasing. A promising outlook for the next year comes from the focus on real estate development. This has great potential to positively impact the health of the organization and community.
- June Balance Sheet: Balance sheet reflects the increase in available funds and improved financial condition of the Port.
- June Operating Statements: Bridge revenue was down again compared to the same month last year. That makes four months in a row that bridge revenues were down compared to the same time last year. Total revenue decline is \$24,475.
- YTD Budget Variance: Budget revenues are above budget and total expenses are below budget.

Other items:

- Audit should be complete soon.
- Bridge POS and vehicle counter installed and working out the kinks.
- House 3 Fiber Optic installed.
- IMBA draft trail plan distributed to Commission. Putting together a meeting with the community and other stakeholders. They are preparing a master trail plan. Estimated cost is about \$800,000.

b. GM Report:

- Busy at the beach with the upcoming Gorge Games and sailing school.
- Working with Port Planning Consultant (Scott Keillor) on Herman Creek Site and Industrial Park, looking at easements, tax lots, and boundary line adjustments.

Warm Springs/Cascade Locks Casino Resort

- Meeting with Port, City, County, BIA & Tribes concerning the ECLI (East Cascade Locks Interchange). Tribes will assist local communities in seeking variance from ODOT/FHWA concerning ECLI.
- Working with HDR and Scott Keillor on proposed conservation easement with ODF & W.

Beach Improvements

- Received clearance and waiver of environmental review on HUD \$100,000 Sail Park Grant. Waiting for final clearance of funds.

Underpass Project

- Setting up meeting of stakeholders to review options- Meeting set for Tuesday, July 29th, at 7 pm, will do a walk through on property and gather information from stakeholders.
- Meeting with appraiser on railroad property.

Herman Creek Site

- Met with Scott Keillor and Terra Surveying. First step is to 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.

Miscellaneous

- Some vandalism on at CGRA fenced area and small boat stolen, boat recovered. Will post signs on fenced area.
- Staff would like to cancel the August 7th, 2008 meeting.

Commissioner Woosley made a motion canceling the August 7th, 2008 Commission meeting. Commissioner Janik seconded the motion. Motion passed unanimously by Commissioners Lee, McLean, Woosley, Janik & Caldwell.

- Warm Springs Huckleberry Festival July 26th, we will be sponsoring a table with the City of Cascade Locks. Please let Kristi know if interested in attending.
- Thanks to everyone who volunteered for the 4th of July and all of the sponsors:
 - A & J Select Market
 - AWI-Columbia Gorge Sternwheeler
 - Best Western Columbia River Inn
 - Bonney Electric
 - Cascade Locks Charburger
 - City of CL Public Works & Fire Dept.
 - Cascade Motel
 - Columbia Market
 - Columbia River Bank
 - George Fischer
 - Gorge Roofing
 - Jim Hulbert
 - Jim Wittenburg
 - Mid Columbia Distributors
 - Morgan CPS
 - Stevenson Eagles
 - Tennison Accounting
 - WKO
 - Wind River Eye Care
 - Van Pelt Construction, Inc.
- On July 24th, there will be a congressional delegation in the Gorge with ODOT Kristen Stallsman regarding money for bike trails, the Port and City are invited to attend.

c. Monthly Calendar: Review

Commission President Lee recessed the regular meeting at 8:23 pm.

VIII. Executive Session:

Commission President Lee called the Executive Session to order under ORS 192.660 2(e) Real Property Negotiations at 8:35pm.

- Discussion on the following
 - SDS property

Commission President Lee adjourned the Executive Session at 9:45 pm and returned to the Regular Meeting.

Commission President Lee stated that the agreement with the CGRA regarding the shared boat usage looked good. Commission President Lee stated that he looked at the Boston Whaler and it looked to be in great shape, stating that it's a good deal for the Port.

COMMISSIONER JANIK MADE A MOTION TO ADJOURN THE MEETING. COMMISSIONER WOOSLEY SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Woosley, Janik & Caldwell.

Meeting adjourned at 9:50pm.

Submitted by Kristi Bengtson