

Port of Cascade Locks

The Port of Cascade Locks Commission Meeting was held May 21st, 2009 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 pm.

II. Roll Call: Commissioner's Lee, McLean, Caldwell, & Janik were present. Commissioner Woosley was excused.

Others present: General Manager Chuck Daughtry, Port Attorney Jerry Jaques, Staff: Kristi Bengtson, Pat Albaugh, RARE Anna Tompkins. Others: Don Haight, Jesse Groves, Bobby Walker & Camera Operator Betty Rush.

III. Modifications, Additions to Agenda: None

IV. Items from the Floor:

- a. **General Public:** Bobby Walker, Cascade Locks resident stated that on behalf of the Cascade Locks Charter School Committee they wanted to thank GM Daughtry and the Port Commission for supporting the group and allowing them the use of the pavilion for their meetings. Mr. Walker also stated that GM Daughtry has done an outstanding job helping through some of the problems and process. Mr. Walker stated that they have been discussing options of where to hold classes if the Hood River School District doesn't allow them to use the school. Mr. Walker asked the Commission to consider discussing the use of the Community Center for a school on a short term basis. Mr. Walker stated that nothing has been determined yet as to their needs, but wanted to give the Commission time to discuss options.

GM Daughtry gave some background into discussions regarding location for Charter School. He also discussed all options the Charter School Committee had been talking about including local Church's, Building at Herman Creek, Marine Park Pavilion, new or old fire hall. GM Daughtry stated that the committee discussed the Community Center and why that building would work.

Mr. Walker stated that the school district has tabled that discussion, because the Superintendent decided that because the Charter School Committee did not get the planning grant, we do not have a plan and therefore no discussion is needed at this time. The superintendent's recommendation is to not to allow the Charter school use of the current school building.

Commissioner Lee stated that he thinks it could be a good use for the building, but we would need to look at the other community needs. Commissioner Lee stated that this is a very important issue for the Commission and that is why GM Daughtry was authorized to spend so much time assisting with the Committee.

Mr. Walker thanked the Portland Spirit for attending the meeting and giving us some fantastic options for curriculum.

Commissioner Lee thanked Mr. Walker for stepping up to the plate and becoming so involved with the education issues the community is facing.

Mr. Walker stated that they will reapply for the planning grant in the fall, and are still looking for ways to have classes in Cascade Locks.

Commissioner Caldwell stated that she concurs that the Port should provide classrooms and support to the Charter School.

- b. Commission:** Commissioner Lee congratulated Jessie Groves for winning the election and to Joeinne Caldwell for winning reelection. Mr. Groves will start his term on July 1st, 2009.

Commissioner Lee stated that GM Daughtry's evaluation forms need to be turned in to Port Attorney Jerry Jaques. The review will be given to Chuck at the June 18th, 2009 meeting instead of the June 4th meeting.

Commissioner Lee also thanked Port Attorney Jaques for all of his outstanding work this past year.

Commissioner Lee stated that he met with GM Daughtry, the Port's environmental consultant-Steven Loche and the DEQ. The meeting was regarding the property we got back from SDS (lower bench), and went very well.

Commissioner Caldwell stated that tomorrow is Career Day at the Cascade Locks School.

- c. Government Officials:** None

- V. Consent Agenda** (Consent Agenda may be approved in its entirety in a single motion. Items are considered routine. Any Commissioner may make a motion to remove any item from the Consent Agenda for individual discussion).

I. Approval of Minutes: May 7th, 2009

II. Approval of Bills dated May 21st, 2009 in the amount of \$ 65,003.94

III. Approval of April 2009 payroll in the amount of \$ 50,246.06

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

- VI. Old/New Business:**

- a. Approve contract with IMBA for Cascade Locks Mountain Bike Trail System Phase II – Corridor Design in an amount not to exceed \$9,000:**

Staff Albaugh stated that this is part two of three parts of the Master Plan, with a cost of 27,000. The initial feasibility study was split between the City and County. The first phase of the Master Plan was paid for by the Port and now we are approving the 2nd phase, which funding has been approved by the City of CL tourism committee and the City Council of \$9,000.

COMMISSIONER MCLEAN MADE A MOTION TO APPROVE THE CONTRACT WITH IMBA FOR THE CASCADE LOCKS MOUNTAIN BIKE TRAIL SYSTEM PHASE II-CORRIDOR DESIGN IN AN AMOUNT NOT TO EXCEED \$9000. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Caldwell, Janik & Woosley.

b. Staff Reports:

➤ **Pat Albaugh: Finance Department:**

○ **April Overview:**

Toll revenues are increasing with the improving weather conditions and approaching spring season. The Industrial Park property sale was completed and the initial payment of \$259,000 was received. Despite the property sale the operating income is still below last fiscal year due to increased expenditures. Expenses are up due to increased staffing and professional/engineering services related to economic development opportunities.

○ **April Balance Sheet**

April shows a positive cash flow with almost \$50,000 in grant receivables being paid and the initial \$260,000 payment being made on Industrial Park property by SDS.

○ **April Operating Statement**

Bridge revenues are increasing. April toll revenues are comparable to last year, which is a very positive sign.

○ **Budget Variance**

Total revenues are below budget while total expenses are above budget. Personal Services and Material & Services are going to be above budget for the year. A budgetary transfer of funds will need to be made next month.

- Letter received from Oregon Audits Division: Staff Albaugh stated that the Commission received a letter from the Oregon Audits Division stating that “Auditor Comments and Disclosures report over expended appropriations in violation of Local Budget Law”. Albaugh stated that the expenditure in question was the Bridge Repair Fund transfer to the Revenue Fund when the Bridge Repair fund was dissolved. \$50,000 was budgeted to be transferred to the Revenue Fund but our auditor had calculated a fund balance of \$70,000. The auditor has carried a \$20,000 difference in fund balance since 2004. Albaugh stated that he is not sure where his calculation came from or why an audit adjustment was never requested or made. We determined that it was best to let it flow through with the dissolution of the fund rather than carry it through another fiscal year.

This was a clerical entry and not a financial event.

- Albaugh stated that he spoke with the Oregon Audits Division and they said that they only need something in writing that state our budgeted amount wasn't enough to close the fund. We provided the Audits Division with a letter and also discussed with the new auditor.
- Albaugh stated that we are required to advertise our budget meetings two times in the paper and upon receiving the invoice from the Hood River News, I realized that they only put it in the paper once, even though we requested that it be advertised twice.
- Albaugh stated that we can leave it as it is and it will be noted in our audit, or we can do the ads again and have another budget meeting on June 4th prior to our regular meeting to approve the Budget again. Staff would like to redo the ads and have another budget meeting.

Commissioner Lee stated that we are short a budget committee member and would like to appoint Jessie Groves to the position.

COMMISSIONER MCLEAN MADE A MOTION TO APPOINT JESSIE GROVES TO THE BUDGET COMMITTEE. COMMISSIONER CALDWELL SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Caldwell, Janik & Woosley.

- We will be offering Bridge Annual Passes starting July 1st, 2009-June 30th, 2010. This is in addition to the passes we offer starting January 1st. We will be advertising in the Skamania Pioneer and at the bridge.
- Wireless at the Visitor Center and Marina.
- **Kristi Bengtson: Administration/Marina:**
 - June 5, 6 & 7 there will be a Trail Skills College event in Marine Park. It is put on by the Pacific Crest Trail Association and Trailkeepers of Oregon. Should be a great event for the community as they already have 200 entries.
 - This year we will be getting volunteer camp hosts, we have two sets hired and they will work 5 days on 5 days off. One set has already arrived.
 - Columbia Gorge Yacht Club had their 1st Wednesday night sail.
 - Lots of activity with the weather getting nice we have noticed a lot of calls regarding boating activities.
- **RARE: Anna Tompkins:**
 - Showed pictures of Bridge of the Gods construction.

Historic Building Preservation

- Pioneer Potlatch has returned to the building, it looks great and would encourage everyone to take a look.
- Next will be attention to the outside of the Community Center, this project will be ongoing all summer. Check for leaks, gutters, trim, porch, paint.

Sail Park

- Meeting with WH Pacific to review goals of Port and discuss fill options now that bathometric surveys are complete. They are setting up meeting with CGRA to discuss slopes on the beach. What are our main objectives and goals and then combine that with what is actually feasible and what can be permitted and funded. We are now into Task 2.

GM Daughtry stated that one of the engineers asked if we have ever considered reinstalling the gates on the eastern side of locks, this could provide a safe harbor/marina. GM Daughtry stated that it would be an easy answer to the need for

an additional marina. GM Daughtry stated that it's an idea and feels that we could start having discussions.

Beach Lighting Project

- Sheperd Electric working diligently to install lights; trenching complete, cement columns are done, waiting for light fixtures.

Fish Cleaning Station (FCS)

- Concrete will be delivered next week for the FCS and also extend the abutment for the boat launch. The connection to the waterline will cause the bathrooms to be prone to intermittent closer due to water shut-offs.

Newsletter

- Port Report" almost complete.

Commissioner McLean asked if there had been a resolution with the City regarding the water issue in the park. GM Daughtry stated that CA Seeger had just contacted him and said that they now have money available to do the project and that Dale needs to get with Bruce to discuss a plan. Unfortunately, we are just going into the busy season, so we will need to plan for later in the year.

Aerial Photos- Presentation of new aerial photos

- GM Daughtry stated that we wanted to document our land in its current state. Our current aerial pictures are very outdated. We were fortunate to have contacted Parametrix and they did some scouting and found out that someone would be taking pictures in Hood River within a day or two, so we just piggy backed on that work.

c. GM Report:

ECLI

- On May 13, met briefly with Senator Metsger in his Salem office to discuss our approval of the option/lease agreements with the Tribes and thank him for his continuing support of the community in our battle with ODOT over ECLI.
- Asked Jerry to negotiate broader terms with the City attorney concerning the proposed IGA over ECLI.

SDS

- Attended meeting on May 18th with DEQ, Steve Locke (our environmental consultant) and Commissioner Lee in The Dalles to discuss steps forward to securing a No Further Action letter for the lower bench property. Meeting went well and very happy with level of cooperation from DEQ. Steve is also working on the piles in the Industrial Park and feels that will be resolved very soon; we will not be required to move the piles.

BEACH IMPROVEMENTS

- Anna and I met with WH Pacific to discuss a list of permitting priorities. We will be setting up a meeting with the CGRA to discuss beach expansion project.

Commissioner McLean commented that we need to discuss and decide who's using the beach and how we can accommodate all users.

Meeting with WH Pacific: We covered opportunities and constraints, key goals and permit/coordination strategy. The following were the "key goals"

- Beach expansion

- Reduce Sediment in Marina
- Pedestrian/maintenance path
- More upland area
- Removal of hidden rocks or obstructions
- Maximize usable beach
- Utilize natural/native material
- Protection for the Sternwheeler
- Parking and building Site Plan
- Docks/seasonal/temporary
- Boat Storage
- Extended season for use.
- Bathrooms with sewer connection
- Expand Marina
- Boat Crane
- Sail boat beach slopes

GM Daughtry read news flash regarding the Moth Event being held in Cascade Locks this summer.

Commissioner Janik asked if there have been any complaints regarding nudity on the beach. GM Daughtry stated that we have not received any complaints.

NESTLE

- Reviewed draft of IGA between the City and the OF&W concerning proposed water rights exchange. CA Seeger is doing a great job with this project. Nestle has indicated that we are the only location that they are looking at and have dismissed all other towns.

MARINE PARK ENTRANCE PROJECT

- Submitted request to ODOT to handle any future negotiations with the City concerning Right Of Way (ROW) acquisition. GM Daughtry stated that the issue with the acquisition of the ROW is there are rules the Port needs to follow and the Port cannot pay more than what the property is valued at.

MISCELLANEOUS

- Dennis Snyder Jr. is performing Fuel Reduction Program to be reimbursed through Jim Hulbert program.
- House #3 interior renovations are continuing
- Awaiting Jerry's review and editing of proposed storage agreement with Bear Mountain.
- Telephone meeting with Dan Harkenrider on Monday concerning land exchange at Pacific Crest Park.

d. Monthly Calendar

- May 28th, tentatively there is a Warm Springs Ceded Land Tour; they are having a BBQ in the park.
- June 4th, 9 am the Historic Columbia River Highway Committee will be in Cascade Locks for their monthly meeting, they will be using the pavilion and will be looking at the proposed overpass and IMBA will be giving a presentation on the Mt. Bike Trail.

VII. RECESS/ADJOURNMENT

Commission President Lee recessed the Regular Meeting at 8:16 pm and entered into Executive Session at 8:30 pm under ORS 192.660 2 (e) –Real Property Negotiations and ORS 192.660 2 (f) -Exempt Documents.

- Discussion on real property.

Commission President Lee adjourned the Executive Session and returned to regular meeting at 9:02 pm.

COMMISSIONER CALDWELL MADE A MOTION AUTHORIZING THE PORT COMMISSION PRESIDENT TO SIGN THE EARNEST MONEY AGREEMENT FOR THE PURCHASE OF THE HAIGHT PROPERTY ON WANAPA AND TO ALSO PAY THE EARNEST MONEY AND FOR THE GENERAL MANGER AND PORT ATTORNEY TO CHECK THE TITLE CLEARANCE AND TO AUTHORIZE THE FINAL PAYMENT FOR THE REMINDER OF THE PROPERTY. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Caldwell, Janik & Woosley.

Commission President Lee adjourned the Regular meeting at 9:03 pm.

Submitted by Kristi Bengtson