

Port of Cascade Locks

The Port of Cascade Locks Commission Meeting was held September 17th, 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 7:05 pm.
- II. **Roll Call:** Commissioner Lee, McLean, Caldwell, and Groves. Commissioner Woosley was excused.
 - a. Others Present: GM Chuck Daughtry, Attorney Jerry Jaques, Kristi Bengtson, Pat Albaugh, Dale Davis, Anna Tompkins, and Camera Operator Betty Rush.
- III. **Modifications, Additions to Agenda:** Nothing.
- IV. **Items from the Floor:**
 - a. **General Public:** N/A
 - b. **Commission:** N/A
 - c. **Government Officials:** N/A
- V. **Consent Agenda Approval** (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 items from the Consent Agenda for individual discussion).
 - a. **Approval of Minutes: Regular Meeting September 3, 2009.**
 - b. **Approval of Bills dated September 17th, 2009 in the amount of \$349,882.28.**
 - c. **Approval of July 2009 payroll in the amount of \$65,623.35.**

Commissioner Groves stated the agenda posted had an error. The bills amount and payroll amount were switched.

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

- VI. **Old/New Business**
 - a. **Staff Reports:**
 - o **Pat Albaugh: Finance Department:**
 - Bills list reflect property purchase.
 - Financials reflects emphasis in operations/budget.

Submitted the following report with financial statement:

Bridge tolls, Marine Park revenues, and property revenues are currently higher than budgeted. Total expenses are currently lower than budgeted but that is not expected to remain the case in the next couple months (the property purchase in September is an example).

Toll revenue has bounced back and is exceeding this same time last year. August is the month when operating income typically begins to decline and that is also true this fiscal year, as total revenues for August were over \$16,000 less

than July. This is the seasonal decline in revenues, which is expected to continue each month until spring.

Staff met to discuss the budget, priorities, expenditures, and operating strategies for the near future. The property purchase for the Marine Park entrance, need for environmental consultants, and property development opportunities have created unanticipated (unbudgeted) expenditures.

\$380,500 was budgeted for capital and grant expenses. The \$325,836 property purchase in September leaves approximately \$54,000 for additional capital and grant expenditures. There is approximately \$66,000 left on the contract with WH Pacific for beach expansion engineering meaning the Port is already over budget in this category. There is \$100,000 budgeted for contingencies such as these for the current fiscal year.

Costs associated with marketing and readying property for development have been higher than expected. The Port is also fortunate to get a RARE participant this year although it was not expected at budget time. The recent contracts with SLR, Columbia Planning, and RARE were unbudgeted and it is estimated that the contracted services line item could be \$100,000 over budget for the year. Staff will work on managing other operating expenditures in an effort to keep total operating expenses close to budget for the year.

- Audit is continuing, almost complete they will make a presentation to Commission.
 - **Dale Davis: Maintenance:**
 - Continuing to work on House 3 exterior. Found additional problems, working to resolve.
 - Continuing to work on the Bridge of the Gods including deck welding & expansion joint repair.
 - Commercial dishwasher was installed in Community Center.
 - **RARE Anna Tompkins:**
Historic Building Preservation
 - Out side trim and gutter removal near completion. Goal to paint and replace back porch railing to be completed next month.
 - Applying for a grant with SHPO for the museum west wall replacement.
 - Tentatively scheduled Community Center Dedication for October 23rd, 2009.
- Website**
- Continuing to work on redirecting focus of the web page to reflect the functions of the Port and advertise property and weekly updates.
 - Gathering needed information to properly market Port property.
- Pacific Crest Park**
- Received RFQ's for Archeological Survey of "shovel testing" that needs to be completed on Port property to explore buried archeological site found on USFS land. Staff is reviewing and discussing with Forest Service.

- Working with City to resolve water rights on Port property near PCT trail.

Property

- Working on “cancel and combine” to consolidate lot lines on East Wanapa property and seeking to vacation at least two unutilized easements on the property.

Community Activities

- Friday Sept 18, 2009 and Saturday, Sept 19, 2009: RARE 15th Anniversary Celebration. Saturday Sept 19, 2009 community works projects are scheduled as a part of the program and we are going to invite members of the community to help with projects.

Projects include: Rebuilding & painting bus stops, taking down fence in baseball field, clearing out environmental lab at the school and painting Oregon Pony in Marine Park

RARE Event

- Wed Sept 16, 2009: Orientation for Second Year RARE- McKenzie River Conference Center

b. GM Report-Chuck Daughtry:

Insitu:

- Received a request and responded (in packet) for more information from Insitu.
- Governor Kulongoski did make contact with Steve Sliwa at Insitu to help recruit them to Oregon.

ECLI

- Meeting was scheduled for Sept. 16th, 2009 for IAMP discussion with City, WS Tribe and ODOT. Delayed until next week because of email I sent with lots of concerns regarding the agenda.
- Received email from Michelle (Ball Janik) regarding meeting with Senator Metsger, waiting for a conference call with Michele to see what the next step will be.
- Spoke with Carolyn Meece (OECDD) about assisting us in scheduling a meeting with the Governor to plead our case for ECLI.

Nestle

- Very pleased with tone and tenor of Nestle town hall meeting. Seemed like the community was very receptive, good attendance.

Beach Improvements

- WHPacific (Dan Boultinghouse) is setting up preliminary meeting with National Marine Fisheries to discuss options. Port staff to attend preliminary meeting. CRIFC told us to observe what the impacts could be at this time, because of the fishing season.

Marine Park Entrance Project

- Spoke with Parmetrix, they wrote a scope of work that will get us through the final engineering. Unfortunately they came back with a quote that was way over what is left of the funding. Meeting with Kristen (ODOT) and Parmetrix to discuss next step. Daughtry stated that they will focus on only one location, which is bringing the road to the east of House 3.

- Kristen Stallman is arranging a meeting with the State Historic Preservation Office to discuss impacts of project to Marine Park.

Miscellaneous

- Got a quote to remove blackberries, brush and small trees to the edge of Bridgeview Property (formally Tveidt Property). Also a quote on limping up trees on WaNaPa Street across from Charburger and next to Toll House. Will received some fire reduction grant money.
- RARE 15th Anniversary Celebration Friday & Saturday. Daughtry will be on a panel at the Friday evening reception. All of the Port's former RARE participants will be in attendance except Julia Babcock.
- Another meeting scheduled with Mayor Lorang and CA Seeger for Sept. 22.

Commissioner Caldwell asked if the City was in agreement with the Port's stand on not closing ECLI. GM Daughtry stated that he wasn't sure and that we are trying to get a joint meeting with the City Council scheduled for October 15.

Commissioner Groves asked at what point do we need to get aggressive with Insitu.

GM Daughtry stated that he thinks we have been aggressive, stating that we have publicized what we have proposed, responded to their additional inquires, made contact personally, tracking progress with Jason Spadaro (SDS), working with him jointly regarding the property. Steve Nordlund (Insitu) has been to a number of meetings and he says the same thing, they are surprised by the number of proposals, surprised by the publicity and that Boeing will make the decision.

County Commissioner Barbara Briggs told GM Daughtry that she spoke with Steve Nordlund (Insitu) and he told her that they think they will be looking for multiple locations, which doesn't help us.

c. Calendar:

- Friday, September 25: OPPA Meeting –Port of Morrow
- Tuesday, September 29: Ports Advisory Group, Salem will also try to connect with Senator Metsger.
- GM Daughtry stated that he has met with the President of the Windsurfing Association, and they are interested in setting up a site/launch in the Ports Industrial Park, there is a "secret" beach that they use and want to enhance. Initial discussions the Port has agreed to do some improvements to the road and the association will work on the property to make it accessible/useable. The County has agreed to help us with some equipment and rock.
- City of Cascade Locks informed us the "Cramblett Way" is not "Cramblett Way" we are working to resolve the issue.

IX. Recess/ Adjournment: Commission President Lee adjourned the meeting at 8:05 pm.

Submitted by Kristi Bengtson