

Port of Cascade Locks

The Port of Cascade Locks Commission Meeting was held February 5th, 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 7:10 pm.

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

Others present: General Manager Chuck Daughtry, Port Attorney Jerry Jaques, Staff: Kristi Bengtson, Pat Albaugh, RARE Anna Tompkins & Dale Davis. Camera Operator Betty Rush.

III. **Modifications, Additions to Agenda:** Nothing

IV. Items from the Floor:

a. **General Public:** No Comments

b. **Commission:** Commissioner Caldwell stated that she attended the meeting with ODOT, Port, City & Senator Metsger regarding the closure of the East Cascade Locks Interchange. Commissioner Caldwell stated that Commissioner Lee represents the community very well in that we will not accept the closure of the ECLI. Commissioner Caldwell stated that GM Daughtry and the rest of the team also represent the community very well.

Commissioner McLean read the following: Hood River School Board has decided to close the Cascade Locks High School, there will be a community action meeting on Tuesday, February 10, 2009 at 6:30 at the Pavilion in Marine Park, childcare will be available at the Community Center at 6:15 pm.

Commissioner Lee thanked Commissioner Caldwell for organizing meals for a community member who is sick. Also thanks to everyone helping Commissioner Caldwell.

Commissioner Lee read the following announcements: The Port of Cascade Locks is accepting letters of interest for four positions on the Budget Committee. One position is to fill the remainder of a three-year term ending December 2009. Three positions are for three-year terms – through December 2011. Please submit your letter of interest to the Port of Cascade Locks Commission by February 19th, 2009 to Kristi Bengtson. Port of Cascade Locks, PO Box 307, Cascade Locks, OR 97014, 541-374-8619, kbengtson@portofcascadelocks.org.

NOTICE OF ELECTION OF PORT OF CASCADE LOCKS BOARD MEMBERS

Notice is hereby given that on **TUESDAY, MAY 19, 2009** an election will be held for the purpose of electing two Port Commissioners. The election will be conducted by mail: Position 4 – 4-year term, Position 5 – 4-year term. Each term will begin on July 1, 2009.

Each candidate for an office listed above must file a declaration of candidacy or petition for nomination with the elections department of HOOD RIVER County, Oregon. All declaration of candidacy or petition for nomination material may be picked up at HOOD RIVER County

Elections Department. Persons wanting to file for candidacy for board positions may begin filing FEBRUARY 9, 2009. The Filing deadline is 5:00 pm on THURSDAY, MARCH 19, 2009.

Commissioner McLean encouraged everyone to get involved in the community also stating that there is an opening on the Hood River School Board.

c. Government Officials: No comments

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).

a. Approval of Minutes: January 15th, 2009.

b. Approval of Bills dated February 5th, 2009 in the amount of \$94,529.95.

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

VI. Old/New Business

a. Approval to Award bid for Boarding Float Replacement Purchase to Pro-Build in an amount of \$37,741.

Staff Bengtson stated that the Port received a grant from the Oregon State Marine Board (OSMB) for the replacement of the floats/dock at the boat launch. We are in the final stages of the project. The Port will have a 25% match. Staff would like to award the bid to the lowest Bidder-Pro-Build in the amount of \$37,741.00.

COMMISSIONER MCLEAN MADE A MOTION TO AWARD THE BOARDING FLOAT REPLACEMENT PURCHASE & DELIVERY TO PRO-BUILD IN AN AMOUNT NOT TO EXCEED 37,741.00. COMMISSIONER CALDWELL SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Caldwell, Janik & Woosley.

b. Discussion/Approval on electricity/lighting project at Marine Park Beach area:

Staff Davis stated the original plans were to contract out & run electrical lines and lighting to the beach area and parking lot. When costed out the project was more than originally expected. Looked at other alternatives and have worked with the City to put temporary lines overhead.

GM Daughtry stated that this is temporary and will get us through the season, so that the maintenance department can focus on the bridge cleaning. We will continue to look at this project and provide a more detailed cost for permanent lights and power.

Commission consensus to continue with project.

c. Authorize General Manager to approve contract for Mountain Bike Master Plan.

Staff Albaugh stated that they received a proposal today from IMBA (International Mountain Bicycling Association) and IMBA are teamed with Alta Planning & Design to be the consultant and assist with the design of a new mountain bicycle trail system in Cascade Locks.

GM Daughtry stated that IMBA has been working with the Port throughout this project and we can authorize this proposal through a personal service contract with Commission approval.

GM Daughtry stated that we would like approval to enter into contract. GM Daughtry stated that prior to issuing the contract the Port will approach other potential partners for help with funding this initial phase of the project. GM Daughtry stated that staff would like to move forward with this project.

Staff Albaugh stated that this Master Plan would produce a Trail mapped out and flagged, Meetings with stakeholders, and a maintenance plan for the trail.

COMMISSIONER WOOSLEY MADE A MOTION AUTHORIZING THE GENERAL MANAGER TO ENTER INTO AN AGREEMENT WITH INTERNATIONAL MOUNTAIN BICYCLING ASSOCIATION FOR CONSULTANT SERVICES FOR A MOUNTAIN BIKE MASTER PLAN IN AN AMOUNT NOT TO EXCEED \$27,441. COMMISSIONER JANIK SECONDED THE MOTION. Motion passed unanimously by Commissioners Lee, McLean, Caldwell, Janik & Woosley.

d. Staff Reports:

• **Pat Albaugh: Finance Department:**

- Thanked the tolltakers for their working extra to cover shifts. The Bridge is operating shorthanded and everyone is stepping up.
- Special Districts did a site visit and incident report training.
- RFP for auditing services will be advertised soon.
- Met with architect regarding turning old sternwheeler kitchen into office space. Part of strategic planning process was to look into options. Staff is looking at remodeling locktender homes; therefore, the Administration staff would need to move to a different location.
- January tolls are up, but cash flow is down, January financials will be presented at next meeting.
- Wireless to Community Center.
- Bridge inspection this year, have made contact with ODOT, they provide the inspection services.

Commissioner McLean stated that she does not want to see house two remodeled (i.e. walls down) just restored.

• **Dale Davis: Maintenance Department:**

- Will be going out to bid for the installation of the fish cleaning station.
- Looking at cost estimates for bridge overlay.
- Working on RFP's for replacing the lights going to the bridge, will do temporary lines above ground to get lights working.
- Bridge cleaning/power washing is the priority.
- Hiring two seasonal maintenance to focus on flagging for bridgework.
- Found information on weight limit for bridge to Thunder Island.

- **Anna Tompkins: RARE**
Sail Park: RFP's sent out to the three firms selected to continue with the process. Each firm will attend the next Port Commission meeting and present their proposal.
- **Fish Cleaning Station (FCS)**
 Installation will go out to bid. Project needs to be completed by June 1, 2009
- **Historic Building Preservation**
 Dale working on final cost of finishing House 3. Currently \$2,000 over budget for porch restoration, and currently no funds for roof. Joy Sears working on possibility of raising more funds for roof.
- **PNWA:** Working on the books for the "Mission to Washington"
- **RARE Activities**
 Training February 15 & 16: Grant writing, GIS and meeting facilitation
- **Miscellaneous Community Activities**
 - SOLV training for Cleaning up Oregon Days/Community Projects, 1/13/08
 - Meeting with Maija Yasui and Scott Pineo –Skamania County possibility of applying for DFC grant 1/26/09

Commissioner Lee suggested that once the boat launch project and fish cleaning station are complete we should have a "show & tell" for the community.

- e. **GM Report: Chuck Daughtry**
 - Tuesday, February 10th, Community Action Meeting at Pavilion regarding the school closure-6:30. Talked with Senator Metsger's staff, he is not able to make the meeting but is supportive of the community and will draft a letter to read it will be addressed to the school board. Also contacted Representative Suzanne VanOrman who will attend the meeting.
 - Daughtry encouraged anyone interested in running for the open Port Commission seats to come in and visit the Port office for a tour.
- **PROPOSED CLOSURE OF ECLI**
 - Along with Commissioners Lee and Caldwell, I attended meeting with ODOT, WS Tribes, and representatives from the Governor's office, the City of Cascade Locks, Hood River County and Senator Metsger to discuss reversing the ODOT denial of the ECLI design exception. A meeting of the technical staff was Feb. 2, 2009 to look at the impacts of keeping it open or closing it.
 - Port to prepare Intergovernmental Agreement with City of Cascade Locks, Hood River County for IMAP.
 - Casino: EIS should be sent to Washington DC soon, looking for answer by July 2009.
 - Agreement with Warm Springs Tribe is close to being completed for Commission Approval.
- **BEACH IMPROVEMENTS**
 - Three firms have been asked to submit RFP's to the Commission at the Feb. 19th meeting. They are competing for the \$98,000 HUD grant for beach expansion.
 - Commissioner Lee and I attended meeting with MCEDD and CGRA as part of the contract for MCEDD to provide grant- writing services to the CGRA. The Port and

the CGRA have agreed to share a \$900 contract with MCEDD to provide services for sustainability for the organization.

- **MARINE PARK ENTRANCE PROJECT**

- The appraisal has been contracted out and is proceeding.
- Additional engineering is on hold until the Port can secure the rights to old fire hall property.
- Talking with the Port & City's lobbyist regarding the Marine Park entrance project and expanding it to include the renovation of Wanapa (The Downtown Plan). We are considering asking money for the downtown project and entrance project together.
- Tour of old firehall on Monday at 1 pm.

- **MISCELLANEOUS**

- Working with Hal regarding projects that are ready for economic stimulus project money.
- Meetings with Nestle happened this week between Commissioners, Council members and citizens. Will be more meetings next week.

VII. RECESS/ADJOURNMENT

Commission President Lee recessed the Regular Meeting at 8:35 pm-Break.

Commission President Lee called the Executive Session to order at 8:40pm under ORS 192.660 2 (e) –Real Property Negotiations and ORS 192.660 2 (f) Exempt Documents.

- Discussion on Warm Springs Lease Agreement & SDS Land Agreement.

Commission President Lee adjourned the Executive Session at 9:07 pm.

- Commissioner Caldwell stated that the CL students will be marching downtown Hood River to the School district office on Tuesday, protesting their decision to close the High School.

Commission President Lee adjourned the Regular meeting at 9:10 pm.

Submitted by Kristi Bengtson