

Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, February 4, 2016, at the City of Cascade Locks Council Chambers, Cascade Locks, OR 97014.

- **Meeting called to order/ Pledge of Allegiance:** Commission President Groves called the meeting to order at 6:05 pm.
 - **Roll Call:** Commissioners Groves, Caldwell, Lorang, and Stipan were present.
 - Commissioner Lipps was present via telephone.
 - **Others Present:** GM Paul Koch, Port Attorney Tommy Brooks, Secretary Sally Moore, Marketing and Development Manager Holly Howell, Accounting Specialist Melissa Warren, Meghan Horan, Gorgeous Green, Dave Prosser, Zach Prosser and camera operator Betty Rush.
 - **Modification, Addition & changes to the agenda:** GM Koch stated this is the first meeting with the new agenda format. Modifications added were item 3d, a handout on the National Scenic Area (NSA) regarding a letter on transportation issues in the National Scenic Area (NSA); also added were items 3e, a handout and review on the proposed modifications on the toll policy concepts; item 3f, a verbal update on the flowage issue; item 3g, a verbal discussion on preparation for the March 3, 2016 meeting, to discuss salaries in preparation for the 2016-17 year budget year; 3h, a verbal report on preparing for the inundation of parking this summer in Marine Park. GM Koch added that the Commission will go into Executive Session under ORS 192.660 (2) (h) Legal Council on Item 7.
 - **Declaration of Potential Conflicts of Interest: None**
1. **Public Comment (Speakers may be limited to three (3) minutes: None**
 2. **Special Presentations & Reports by outside resources, staff and Government Officials**
 - a. **Presentation by Meghan Horan, Gorgeous Green to present her concept for a cannabis growing facility on Port property.** Meghan Horan, Business Manager and Zach Prosser with Gorgeous Green would like to set up a grow operation on Port property. She gave an overview of the business plan and she stated the company would like to give back to the community in the form of a scholarship. She stated that the cannibals would be grown in CL, and transported outside of the community; and sold to retail store in the Portland area. They would like to be pioneers in this new industry. It is a sensitive issue for some and they are aware of that. It is regulated by Oregon Liquor Control Commission (OLCC) strictly. They would like to employ people at a living wage, offering benefits. They would like 1500 square feet of space. They would like to expand annually to 5,750 square feet. They need 5 employees the first year. The second they would have 10 employees. Commissioner Lorang stated he was notified there was no sound on channel 23, however there was film. The technician was working on it. Port Secretary Sally Moore stated it was being recorded on audio and can be obtained at the

Port office. Meghan stated they would like their employees to stay with them long term. There would be no signage or windows on the building. There would be odor control (carbon scrub vent) and heavy security and surveillance cameras. Extra plant matter would be composted offsite. They will use LED and water reclamation. They will abide by all State and local laws. CP Groves stated the Port Attorney will vet this out and asked about benefits for employees. Meghan stated there would be a full benefit package. Groves added that the Port owes this to the community to fully explore all of the legal ramifications. Commissioner Lorang stated this is a controversial issue and the Commission will have Counsel and staff research this, and will get back to Meghan and Zach. Commissioner Caldwell asked if there needed to be windows. She would not want windows or have this business on the river front. Commissioner Lipps asked if this will create new jobs for the community. This is a concern for the Commission and the town. He would like to see more jobs with the unemployment rate so high. Commissioner Stipan asked about the traffic in town and wished them luck. Zach stated there would be very little traffic as the amount of product would be about a 50 pound bale. Commissioner Caldwell stated she liked the idea of them giving out scholarships.

- b. **Review proposed changes in the Strategic Business Plan (SBP) – Marketing and Director Holly Howell** – Holly stated that the proposed changes in the SBP are to be reviewed and revised if the Commission so decides. Business Oregon required Public Ports to have a SBP; and in 2013, the Port devised and adopted a plan. Since that time, progress has been made, there were many accomplishments, and the plan needs to be updated to reflect the changes. This review focused on Chapter VII: Priorities and Projects. All accomplished items were checked off the list; and some items reprioritized, and new items were added. She asked the Commission to review, revise them and adopt them in March. In priority order they are: Bridge of the Gods, Business Park, Herman Creek Lane, Downtown Center, Marine Park, Moody Road and others. At the time of adoption these were projects that were listed as priorities. This was an annual review of the plan to make revisions of this chapter to ensure that the priorities are still the same. Commissioner Caldwell asked if the addition of a service kitchen to the Pavilion was in the plan. Holly stated it is. A new conversation is logging Moody Road property and putting in a parking lot. There was a discussion of Sale or Lease Port properties and how to market them. The last category was acquire Airport property and HR Sand and Gravel, work with Mt. Hood Meadows and strengthening regional partnerships. Others included exploring other types of power and improving views and to explore bringing Natural Gas to CL. This was a discussion item only. It will come back to the Commission for action and adopt. GM Koch said the Port has benefitted from having a Business plan and a Master Plan. They are critical and makes it easier for businesses to come to town. This will make it easier to obtain grants and funding for projects.
- c. **Review Mission trip to Washington DC for Pacific Northwest Waterways Association (PNWA) Marketing and Director Holly Howell** She reviewed the delegation going. Commissioners Groves, Stipan and Lorang will attend. Staff going are Holly Howell and Don Mann. City Administrator Gordon Zimmerman and Mayor Cramblett from the City will also attend. They are

working with lobbyist Summit Strategies to create a plan to meet with legislators for future funding opportunities. They will provide an updated 10 bridge plan. They will discuss the language about flowage easement, the fish habitat, and the BPA substation. They will provide an update on OneGorge, as well as revisit the topic of funding for the NSA that was promised, the beach project, the overcrossing and Nestle. The delegation will go to HUD to try and obtain the final monies for the Beach expansion grant. Port Lobbyist Hal Hiemstra, Summit Strategies, is working on a book that the delegate will take with them and will let the delegates know how they are broken down. A picture of Charles Lindbergh flying under the BOG will be presented to Greg Walden while in DC.

- d. **Review a NSA transportation letter** – GM Koch stated he made a presentation at Gorge Commission meeting recently; designing a letter regarding NSA transportation priorities. It identifies the Bridges in the NSA. At the meeting Krystyna Wolniakowski, Executive Director of the Columbia River Gorge Commission gave her final report going to gorge commission that there is not enough staff and request OneGorge to get together and use lists of priorities and recommend adopt the set transportation priorities. It fits in the Fast Act and Region One Commission. If adopted it has the same value as Federal law. It is another step in getting funding for the transportation issues in the NSA.
- e. **Review and discuss a handout on proposed modification toll policy changes and concepts:** GM Koch reviewed the proposed toll policy changes. At the January 28 Special Session, the Commission talked about possible toll increases. He asked for feedback. There was a discussion on various options for toll increases. CP Groves stated he would like to keep the tolls at \$1.00 for locals and eliminate the discount books. How to identify locals was discussed. Commissioner Caldwell liked the idea of \$3.00 for tourists. Commissioner Lipps asked how tourists would be identified. Commissioner Caldwell stated on the East Coast tolls are \$6-8 per crossing and is important to have the revenue to keep the bridge maintained. GM Koch stated he thinks it would be a good idea for the Commissioners to spend an hour at the toll booth. CP Groves stated it is hard to raise the tolls. There will be several public meetings in CL and Stevenson on this issue. CP Groves stated 12 million on maintenance is needed in the next 10 years. GM Koch stated projections on different price scenarios to estimate revenue is the next step to research. Keeping up the maintenance has to be done. Commissioner Stipan stated the cost for maintenance will keep going up like everything else. The public does want to know where the revenue goes. There is a bridge fund that \$250,000 is put into every year. As a requirement in restoring the bridge back to 80,000 pounds, the Port had to create a 10 year Maintenance and Operations Plan for ODOT. Commissioner Lipps stated tolls should not be so high that people will not cross the bridge. He suggested maybe creating an incentive for those crossing the bridge; such as having businesses give out toll crossing tickets as a marketing effort. No action was taken.
- f. **A verbal update on the flowage easement issue:** GM Koch stated the Port got a report back from Engineer Jim Bussard regarding the flowage easement and stated that 82.2 feet is the recommended level. This needs to

be double checked. Port lobbyist Hal Hiemstra will need verify this to add this to the legislation to be considered. Staff will do more research in the files.

- g. A discussion for 2016-17 salaries for the 2016-17 budget year** – GM Koch stated the personnel policy calls for the Executive Team to meet with the Commission to discuss salary adjustments for the 2016-17 budget year. On March 3, 2015, the current policy will be discussed. There was a summary sheet showing base salary, fringe benefits and the totals. He will be getting the Public Ports latest version on the salary study. Materials will be provided before the meeting. Np action was taken.
- h. A verbal report on preparation for parking in Marine Park this summer** Staff met with co-owner of Thunder Island Brewing, Caroline Park to prepare for a huge increase in parking at the west end of the Park this summer. There is a tenant upstairs in House 3 that may at times have 3-4 cars. There will be some new signage and more striping. Howell suggested being stricter on parking. She added Maintenance is great on opening up other parking at the west end of the Park. Commissioner Caldwell wished that a bus could shuttle people into the Park.

- 4) 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. Approve Minutes from November 5-6 2015 and December 17, 2015

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0.

- 5) Commission Business Action Items**

a. Action to cancel March 17, 2016 meeting – GM Koch stated that three members of the Commission; Jess Groves, John Stipan and Brad Lorang will not be able to attend the March 17, 2016 meeting as they will be traveling back from Washington, D.C as delegates for the PNWA conference. He recommended that the Commission take action to cancel the March 17, 2016 meeting.

COMMISSIONER CALDWELL MADE A MOTION TO CANCEL THE MARCH 17, 2016 MEETING. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 5-0.

- 6. Commissioner and Commission sub-committee reports** Commissioner Caldwell stated the “Gorgeous Night Out” in Salem was wonderful and there was great food and good relationship building with Senators and Representatives to discuss CL needs and Nestle. Commissioner Stipan sees a lot a great things going on in CL. CP Groves stated he is asking opinions of people regarding a proposed cannabis grow. Commissioner Lorang will be meeting the Mayor of Troutdale. They will get a tour of CL and the community. They will meet at Thunder Island Brewing and also get a tour there. Commissioner Caldwell spoke about the cooperative marketing committee getting events to CL. March 5 from 3-5pm at the Bridgeside Restaurant Captain Tom Cramblett

will give a talk on the Lower Cascade Rapids. It will cost \$30 to attend and includes Shepherds Pie. \$15 will go to the Bridgeside Restaurant and \$15 to the CL Museum. In addition, Portland Story Theater Urban Story Tellers will be in CL, at 7pm in the Pavilion. CP Groves stated there has been meetings with Governor Brown's staff. They took a tour of the City and Port. The Port would like the Airport unconditionally as there is a client that wants property in CL. There would still be a helicopter pad. The Port hopes to meet with the Governor soon to discuss the Nestle project and creating jobs with the help of the State of Oregon.

7. Executive Session under ORS 192.660 (2) (h) Legal Counsel and ORS 192.660 (2)(e) Real Property Negotiations.

The Commission recessed out of Regular Session at 8:10pm.

The Commission went into Executive Session at 8:15pm.

The Commission came out of Executive Session and went back into Regular Session at 8:40pm

8. Any action as a result of Executive Session

COMMISSIONER CALDWELL MADE A MOTION TO DIRECT THE PORT ATTORNEY TO TERMINATE THE PUFF FACTORY LEASE AND GO FOR THE LEASE MONEY OWED AS THE PORT HAS MEDIATED IN GOOD FAITH WELL BEYOND THE LEASE DATES. THERE WERE 13 DATES OFFERED TO THE PUFF FACTORY TO RESPOND TO NO AVAIL. THE PORT IS READY TO FILE SUIT IN CIRCUIT COURT FOR \$90,000 IN DAMAGES AND ATTORNEY FEES. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 5-0


9. Adjournment: President Groves adjourned the meeting at 9:05pm.

Port of Cascade Locks:



Jess Groves, President
Port Commission

Attest:



Joenne Caldwell, Secretary
Port Commission

DATE APPROVED: 4-21-16
Prepared by: Sally Moore