

Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, November 16, 2017 at the City of Cascade Locks Council Chambers, Cascade Locks, OR 97014.

- 1) **Commission meeting called to order:** CP Groves called the meeting to order at 6:00pm.
 - **Pledge of Allegiance**
 - **Roll Call:** Commissioners Groves, Lorang, Stipan, Caldwell and Bump were present. **Others Present:** GM Paul Koch, Secretary Sally Moore, Bridge of the Gods Manager Ryan Vollans, Event Coordinator Jan McCartan and Accounting Specialist Melissa Warren.
 - **Modification, Additions & changes to the agenda – None**
 - **Declaration of Potential Conflicts of Interest: - None**
- 2) **Public Comment (Speakers may be limited to three (3) minutes) - None**
- 3) **Special Presentations & Reports by outside resources, staff & Government Officials**
- 4) **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 for September 11, 2017 and September 21, 2017**
 - b. **Approval of bills in the amount of \$301,803.34**
 - c. **Approval of October payroll in the amount of \$63,380.46**

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE CONSENT AGENDA AND THE REVISED MINUTES FOR SEPTEMBER 11, 2017 AND SEPTEMBER 21, 2017. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 5-0.
- 5) **Commissioner and Commission sub-committee reports:** Commissioner Stipan stated the Festival of Lights will be December 5 at 3pm at the school. The Bridge lighting will be Monday, November 20 at the Bridgeside Restaurant. CP Groves stated that the City may be receiving monies for the fire. He is on the Economic Recovery Task Force. CP Groves stated the waterline is important to the Business Park and the City because there is not enough fire suppression in the Business Park. CP Groves stated that building an emergency road out of town is also being talked about. This money may come from the State of Oregon. CP Groves stated that the Governor has stopped the Nestle process in Cascade Locks. CP Groves stated the Port is asking the State for 1.5 million loan for

building another Flex building in the Business Park in the spring of 2018. CP Groves stated that Port Engineer Jim Bussard is studying the Moody Road property for possible parking. CP Groves stated Insitu is flying drones over the burn to determine what kind of damage has been done. CP Groves stated the EDSC met with Tim Heuker. They are planning to build their fish processing plant next spring in the BP. He added that Thunder Island Brewing (TIB) will be on the Planning Commission agenda in December. CP Groves stated there is a need to have a meeting on how next year looks like with TIB. An Executive Session was set to discuss the TIB lease for 2018 on Monday, November 27, 2017 at 4pm. TIB will be asked for a timeline for their building, adding this is customary and lays out the contractor's schedule.

6) Commission Business Action Items

a. Action to adopt Port fees and policy changes: Event Coordinator Jan McCartan stated that staff met four times in the fall of 2017 to review and update rental fees and policies for all rented facilities.

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE PROPOSED GENERAL PORT FACILITY USE POLICIES, PROCEDURES AND FEES. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 5-0.

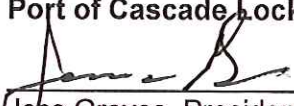
7) General Managers Report: GM Koch stated that the Commission recently approved a new Pony Task Force. He stated that Commissioner Caldwell and Stipan are already appointed. From the Museum Board; Bill Hankel, Ken Royer and Pat Power were nominated; and the City has nominated Debbie Fine, Joe Shelley and Caroline Park. GM Koch stated Caroline Park is no longer on the Tourism Committee; and GM Koch has asked them for another name. Commissioner Caldwell asked if another member not on the Tourism Committee could be appointed, such as a Citizen member. GM Koch stated that would be ok.

COMMISSIONER CALDWELL MADE A MOTION TO APPOINT THE INDIVIDUALS STATED EXCEPT FOR CAROLINE PARK AND TO SUBMIT ANOTHER NAME IN HER PLACE THAT MAY NOT BE ON THE TOURISM COMMITTEE. SECONDED BY COMMISSIONER LORANG.COMMISSIONERS CALDWELL, STIPAN, LORANG AND GROVES VOTED YEA. COMMISSIONER BUMP VOTED NAY. 4-1.

GM Koch stated that Don Mann, Economic Development Manager has leased out the second half of the Flex 4 Building. GM Koch stated that he and CP Groves will meet on November 22 with County Officials to begin the discussions regarding the transportation scoping projects.

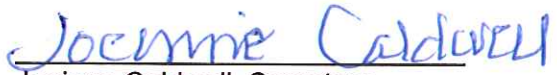
- 7) **Adjournment: COMMISSIONER LORANG MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 4-0. The meeting adjourned at 8:06pm.**

Port of Cascade Locks:



Jess Groves, President
Port Commission

Attest:



Joenie Caldwell, Secretary
Port Commission

DATE APPROVED: 3/1/2018
Prepared by: Sally Moore