

## Port of Cascade Locks

The Port of Cascade Locks Commission Meeting was held Thursday, May 15, 2014, at the City of Cascade Locks Council Chambers, Cascade Locks, OR 97014.

1. **Meeting called to order/ Pledge of Allegiance:** Commission President Groves called the meeting to order at 6:02 pm.
2. **Roll Call:** Commissioners Groves, Caldwell, Cramblett & Mohr were present.
  - **Others Present:** IGM Paul Koch, Melissa Warren, Tommy Brooks & Camera Operator Betty Rush.
3. **Declaration of Potential Conflicts of Interest:** Maybe Brenda.
4. **Modifications, Additions to Agenda:**
  - 7c. Bulldog Welding contract.
  - 7d. Employee Insurance renewal for 2014-2015.
5. **Items from the floor: (Special presentations, outside resource presentations and other reports not requiring action)**
  - A. Comments from the General Public: None
  - B. Commission member comments:
    - Commissioner Cramblett asked how the walk through went on the Sternwheeler. Commissioner Caldwell said it was nice and that Dennis wants to work with us as partners.
    - Commissioner Groves commented that were getting a lot of things fixed around the Port the maintenance department has been working on the wiring at the Bridge and on the power. Commissioner Groves asked the other Commissioners about having a joint meeting with the City about all the positive things going on with economic development in Cascade Locks on May 27, 2014 at 7pm.  
  
**Commission consensus to have a joint meeting with the City on May 27, 2014 at 7pm on economic development.**
  - C. Reports and comments from government officials: None
6. **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 dated April 30<sup>th</sup> & May 1<sup>st</sup>, 2014.
- b. Approval of Bills dated August 15, 2013 in the amount of \$ 45,113.79.

**COMMISSIONER CALDWELL MADE A MOTION TO APPROVE THE CONSENT AGENDA. COMMISSIONER CRAMBLETT SECONDED THE MOTION. Motion passed unanimously by Commissioners Groves, Caldwell, Cramblett & Mohr.**

**7. Commission Business Action items:**

**a. Action on Columbia Gorge Racing Association Marine Park Use agreement:**

Discussion from legal counsel Brooks on the purposed changes in CGRA's agreement. First was the fee CGRA pays the Port for each parson and the Port forgiving the fee. Commission said that they waved the fee for last year's season 2013 and would revisit it each year. Commission asked for a list of all the cost to the Port for the sailing events plus staffing cost. Second was the pora potty Commission said we would do two one at the over flow camping and one at the beach if a second one was needed at the beach CGRA would need to order that and pay for it.

Commissioner Cramblett asked about having towing signs posted where we have designated parking at the marina and at the maintenance shop or can we fine someone for parking there. IGM Koch will look in to this.

Commissioner Mohr would like the waving of the fees for the season of 2014 on the next agenda.

**b. Action on IGM Paul Koch employment contract:**

Discussion on IGM Koch contract staying the same as last year and extending till June 30, 2015.

**COMMISSIONER CALDWELL MADE A MOTION TO APPROVE THE ADDEMDUM TO IGM KOCH CONTRACT ENDING JUNE 30, 2015 AND GIVING COMMISSIONER GROVES THE AUTHORITARIAN TO SIGN THE CONTRACT. COMMISSIONER MOHR SECONDED THE MOTION. Motion passed unanimously by Commissioners Groves, Caldwell, Cramblett & Mohr.**

**c. Bulldog Welding Contract:**

IGM Koch whet over the new contract for Bulldog welding at \$20,000.00 to continue to do the welding on the Bridge of the Gods. Commissioner Cramblett asked how many hours have they worked on the Bridge so far? IGM Koch said we would look in to it and get back to the Commission.

**COMMISSIONER MOHR MADE A MOTION TO APPROVE THE ADDEMDUM TO BULLDOG WELDING NOT TO EXCEED \$20,000. COMMISSIONER CALDWELL SECONDED THE MOTION. Motion passed unanimously by Commissioners Groves, Caldwell, Cramblett & Mohr.**

**d. Employee Insurance Renewal for 2014-2015:**

Staff Warren went over the handouts sent by Lisa at BCI. Commission discussion on the two proposed plans one from Moda and the other from Kaiser.

**Commission consensus to approve the Moda Ben 2000.**

**8. Staff Reports:**

IGM Koch reviewed his report as follows:

- a. Process to fill a Commission vacancy:** I have attached an adjusted copy of the Work Plan being used to recruit local citizens to fill the vacancy on the Port Commission. May 30 is the deadline for letters of interest to be filed with the Port.
- b. Bold Orange:** Kayla has opened her new business in downtown, and if you have not noticed, that empty sign frame that was there for years is now filled in. Talk about progress!
- c. Scheduling a special workshop to discuss financing infrastructure:** Don and I are suggesting that the Port Commission set a date for a special work session with some of Don's resources to talk about financing for the infrastructure needed at the Industrial Park. Don and Holly have reviewed the total need and reduced it to the highest priorities at around \$2 million dollars. The proposed budget provides for this and now is not too early to begin preparing for this action. With the three business opportunities you are facing, and the requirements of those firms, the Port will need to move fast to get the proper infrastructure in place. The Port will need to engage a firm for this.

Commission set a date for a meeting on Tuesday June 3<sup>rd</sup> at 6pm at city hall.

- d. Ports Initiative:** I met with the Port of Klickitat Commissioners last Tuesday evening along with the Mt. Adams Chamber of Commerce. The Commissioners have agreed to participate in the advocacy effort with the other 4 public Ports in the Scenic Area. This will be an informal organization focused on economic development and lobbying in both Salem and Olympia as well as in Washington D.C. Port of Hood River will be calling for the first meeting soon.
- e. JWGED Energy Task Force:** The energy task force continues to work and will be planning a trip to Port of Morrow to check out the energy equipment there. This Task Force set up by the JWGED has the responsibility to develop a long term energy plan for the community.
- f. Oregon Transportation Commission:** We are putting together a framed picture of Lindbergh flying under the BOG in a frame to give to each WSDOT and ODOT employee who helped with the BOG project. All told in both states there were about 157 employees involved. In July we plan to take a framed full size post to the Oregon Transportation Commission and present it to the Commission to be hung in ODOT headquarters. This will be a very impressive gift from the Port Commission for all the help. Once we know when the TC meeting is, we will plan for the trip.
- g. Proposed discussion draft guidelines on sales and leasing:** I have attached a copy of the draft sales and leasing guidelines for discussion and comment at the meeting. This would set a broad policy guideline for staff to use in dealing with business proposals. This is the type of document the Port would not share with potential clients, but uses as a general guideline.

Commission would like the draft on sales and leasing on the next agenda.

Commissioner Groves adjourned the meeting at 7:32 pm.


9. **Executive Session under ORS 192.660 2 (e) Real Property Negotiations.**  
Commission Groves opened the executive Session at 7:36 pm, Under ORS 192.660 2 (e) Real Property Negotiations.


Commission Groves closed the Executive Session at 8:22pm.

No action taken.

**Port of Cascade Locks:**

**Attest:**

  
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Jess Groves, President  
Port Commission

  
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Joenne Caldwell, Secretary  
Port Commission

DATE APPROVED:           01/5/14            
Prepared by: Melissa Warren