

Port of Cascade Locks

The Port of Cascade Locks Commission Special Meeting was held Thursday August 30, 2018 at Marine Park, House 3, Cascade Locks, OR 97014.

12:00PM -12:30PM – Lunch was served

- **Commission meeting called to order:** CP Groves called the meeting to order at 12:00pm.
- **Roll call:** Groves, Bump, Lorang and Stipan and Caldwell were present. **Others present:** GM Paul Koch, Accounting Specialist Melissa Warren, Secretary Sally Moore, Port Attorney Tommy Brooks, Economic Development Manager Don Mann and Port Engineer Jim Bussard.
- **Declaration of Potential Conflicts of Interest:** Commissioner Caldwell declared a potential conflict of interest on the AWI contract discussion, as her brother Tom Cramblett is the Steamboat Captain on the Sternwheeler.
- **Modifications, Additions and changes to the agenda:** GM Koch stated the Commission was given a list of business opportunities that were up for discussion and a financial analysis for discussion.

12:30-1:30PM – Review of proposed modifications of the AWI contract – Port Attorney Tommy Brooks stated that a more in-depth discussion is needed for the AWI contract at the November Work Session should be added to the agenda. He has had one conversation with Dan's Attorney to discuss the current Concessionaire Agreement contract. Owner, operator of AWI Dan Yates has offered to extend the lease for an additional 15 years and gave the terms that he would like to see; when the contract expires in 2022. Tommy stated he feels both parties would like to keep the gist of the same deal as the current contract cannot be extended any longer. Dan Yates has offered two terms; an 8 and a 5 year term. Dan stated the compensation should be structured the same as well. Currently the Port is paid by AWI 4% over a 1.4 million amount revenue in addition to the annual \$54,000 payment. Port Attorney Brooks stated that AWI is preparing a plan and the next steps and they would like the next contract to include: Make an annual \$10,000 donation for the yearly fireworks show and receive sponsorship acknowledgement, continue to support CL Museum (in kind) and lastly, monetarily now he would increase maintenance payments from \$75,000 to \$150,000. Dan prognosticated that this would amount to \$4.6 million revenue for the Port 13 years. The Port Commission agreed that maintenance of the boat is a high priority and they directed staff to have the boat inspected by an outside company, get the results and create a 15-year Maintenance and Preservation plan like they did for the Bridge of the Gods. This new plan would be included in the new contract as an Appendix. Commission and staff agreed the division of maintenance labor needs to also be reviewed. CP Groves stated the boat ramp and parking lots needs to be maintained as well. The Port will pay for an inspection to determine what needs to be done on the boat. After the plan is approved by the Commission; any Maintenance, repairs and preservation to the building will need to be approved by the Commission. This discussion will be further reviewed at the November Commission/Staff Work Session. GM Koch stated they need to install a grease trap at the Visitors Center. GM Koch stated they will get a bill for any repairs that are needed. GM Koch stated that by creating a Capital Improvement plan; the Port will inspect the boat first, and then know how the \$75,000 will be spent on maintenance for the boat. In order to understand upfront survey so we all have the same information, then go into details of the contract. Tommy also suggested that Dan Yates or a representative from AWI attend regular Economic

Development subcommittee meetings to update the Commission on any repairs needed for the boat. Another goal the Port has is to increase the percentage of revenue.

1:30-4:00PM – Discussion of business opportunities and relationships – The discussion entailed the potential businesses that have approached Economic Development Manager Don Mann. He brought the Commission up to speed on the decisions they may have to make on sales/leases of properties. Don Mann stated he is in discussions with pFriem brewing for a potential brewing business in Cascade Locks. Discussion on potential monies and funding for new buildings were discussed; possibly through Business Oregon and other grant entities. Don stated that there is a Flex 5 building in the plan as well. The final cost is not yet available. The Port will work with Business Oregon to obtain funding.

CP Groves recessed out of Regular Session at 1:26pm and went in to Executive Session immediately.

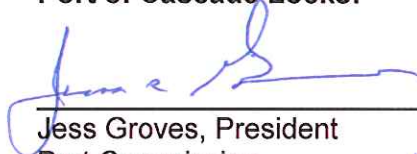
CP Groves recessed out of Executive Session at 2:20 pm and went back into Regular Session.

Executive Session under ORS 192.660 (2) (e) Real Property Negotiations

Any action as a result of Executive Session - None

Adjournment: Commissioner Lorang made a motion to adjourn the meeting. Seconded by Commissioner Caldwell. The motion was unanimous. 5-0. The Meeting adjourned at 3.26pm.

Port of Cascade Locks:




Jess Groves, President
Port Commission

DATE APPROVED: _____

Prepared by: Sally Moore

Attest:



Joeinne Caldwell, Secretary
Port Commission