

Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, April 21, 2016, 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 6:05 pm.
 - **Roll Call:** Commissioners Groves, Lorang, Lipps, and Caldwell were present. Commissioner Stipan was excused. **Others Present:** GM Paul Koch, Port Attorney Tommy Brooks, Secretary Sally Moore, Marketing and Development Manager Holly Howell, Kathy Tittle, Alan Amoth, Kate Stuart, Ray Cless and Accounting Specialist Melissa Warren.
 - **Modification, Addition & changes to the agenda:** GM Koch stated that under Item 5; the Commission sub-committee report from the Economic Development sub-committee will be presented by Marketing and Development Manager Holly Howell
 - **Declaration of Potential Conflicts of Interest: None**
- 2) **Public Comment (Speakers may be limited to three (3) minutes – None**
Holly Howell handed out some brochures created by ODOT, on the Centennial celebration of the Historic Scenic Highway.
- 3) **Special Presentations & Reports by outside resources, staff**
In addition, Government Officials - Holly Howell gave the project results and next steps on the Travel Oregon's 2016 Gorge Tourism Studio. This year there were many different themes. She read the Statement of Intent for Tourism in the Gorge. One of them is to spread visitors throughout the Gorge. This is intended to decrease traffic in certain areas. They would like to respectfully work on more Cultural Heritage programs and ensure the Gorge retains a world-class destination. The CL community was very well represented in this series and was very productive.
- 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 February 4, 2016, February 18, 2016, and March 3, 2016.
- b. Approve payroll for February 2016 in the amount of \$41,959.12 & March 2016 in the amount of \$40,278.15
- c. Approve bill list in the amount of \$410,947.39

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE CONSENT AGENDA. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 4-0.

- 5) Commission and Commission sub-committee reports and comments – Marketing and Development Manager Holly Howell reported on the Economic Development sub-committee. There were three items related to economic development. The Flex 1 Building is now fully leased by HyTorc and the Renewal Workshop. The Port is looking at funding a 40,000 sq. foot Flex 2 Building, and remodeling Flex Building 3. Commissioner Caldwell asked if Flex Building 3 is sound. Holly stated it has more value to keep it standing. Port Engineer, Jim Bussard is looking at the bid that was done five years ago to see if that still holds and to research costs for the remodel and new build. Economic Development Manager Don Mann and GM Koch had a meeting with John McSherry, Director of the Port of Skamania and talked to him about research for grants. The Port will explore some opportunities as suggested by McSherry. To build a new Flex 2 Building and remodel Flex 3, the Port may borrow money from the bank, as they need it. However, it needs to be a line item on the budget. It will be up to the Budget Committee to approve any loans taken out. It is estimated at a cost of about 1 million dollars to build a Flex 2 Building and remodel the Flex 3 Building. CP Groves said the Port still needs to look at grants; however, there is always a match the Port would have to pay, so this needs to be budgeted as well. Commissioner Lipps asked if anything would be built on Lot 2. If the Port goes for a larger building, the Port may qualify for a larger grant and this lot may be used. The Port would need promissory notes from potential tenants. GM Koch stated the question would be what could the Port afford. The Commission directed staff to continue research on engineering and costs for Flex 2 and remodel of Flex 3. The second item staff discussed with the Commission is to partition a port parcel from two lots into three lots. The Port would like a new lot as they have a potential client looking for land for a light industrial use business. There was a consensus from the Commission to move forward on the partition. Thirdly, staff recommended revising the Design Guidelines to include the Herman Creek properties. There was a consensus from the Commission to revise the Design Guidelines.

Commissioner Caldwell stated she would like to read and obtain Commission approval on Resolution 2016-2; a Resolution expressing the Port Commission's explicit opposition to Measure 14-55, a measure that the Local Water Alliance filed. This ballot measure petition would amend Hood River County's Charter to prohibit commercial bottled water production in Hood River County. (Exhibit 1).

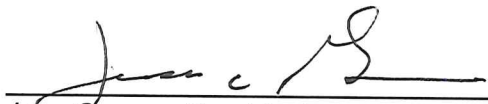
Commissioner Lipps asked who wrote it. Commissioner Lorang stated it was written by CP Groves.

COMMISSIONER CALDWELL MADE A MOTION TO APPROVE RESOLUTION 2016-2 EXPRESSING THE PORTS EXPLICIT OPPOSITION TO MEASURE 14-55. SECONDED BY COMMISSIONER LORANG. COMMISSIONERS LORANG, CALDWELL AND GROVES VOTED YEA. COMMISSIONER LIPPS VOTED NAY. 3-1.

Citizen Kathy Tittle asked CP Groves if there would be a Public Comment period. He replied the Port does not need to have public comment; the Port's job under ORS 777 is economic development and to create jobs. She then asked CP Groves if he needed to recuse himself as he received monies from Nestlé. He stated he would speak to her after the meeting. Commissioner Lipps stated Resolution 2016-2 is just a statement of opposition to Measure 14-55; it changes nothing.

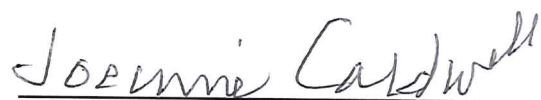
- 6) **GM Report:** GM Koch reported the Budget Committee Orientation was held April 14. All but three Commissioners attended. The next meeting is May 9 2016. Based on direction from the Commission, staff established a toll sub-committee, including Commissioners Caldwell and Groves. Next week they will review all of the toll options, so that on May 5 the Commission can decide on the tolls. Data accumulated will be boiled down to focus on final decisions. There was a discussion on the Point of Sale (POS) sale program used at the BOG on using chip credit cards at the BOG. The engineering firm is working on this. The audit is finished and the Auditor will report to the Commission in the next few weeks. Tenant Improvements for the Renewal Workshop are nearly finished. Both WSDOT and ODOT are working on having the BOG part of the National Highway System (NHS) and a freight corridor. This is critical because unless it is part of NHS it cannot receive any federal funds. Staff is moving forward with plans for the 4th of July. There have been over \$4,000 donations.
- 7) **Adjournment: COMMISSIONER LORANG MADE A MOTION TO ADJOURN. SECONDED BY COMMISSIONER CALDWELL. THE MEETING ADJOURNED AT 6:57pm. 4-0.**

Port of Cascade Locks:



Jess Groves, President
Port Commission

Attest:



Joenne Caldwell, Secretary
Port Commission

DATE APPROVED: 5-19-2016
Prepared by: Sally Moore