

Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, June 2, 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 6:00 pm.
 - **Roll Call:** Commissioners Groves, Caldwell, Lorang,, Lipps and Stipan were present.
 - **Others Present:** GM Paul Koch, Secretary Sally Moore, Accounting Specialist Melissa Warren, Ray Cless, Kate Stuart, and camera operator Betty Rush.
 - **Modification, Addition & changes to the agenda:** GM Koch removed item 4a, the Action to adopt the salary adjustments for employees for the 2016-17 budget year; and added a new item; 5a, a request from Thunder Island Brewing (TIB) asking for a request asking for an extension (Addendum 2) to their due diligence period at the June 16 Port Commission meeting.
 - **Declaration of Potential Conflicts of Interest: None**
- 2) **Public Comment (Speakers may be limited to three (3) minutes: None**
- 3) **Report on meeting with Governor Kate Brown-**
 - a. Groves stated he, City Administrator Gordon Zimmerman, Mayor Tom Cramblett and Michelle Guiguire, the Port Lobbyist met with Governor Brown and with her staff last week. They discussed the new exits needed here. They discussed the possible donation of the airport to the Port of CL with . Also discussed was the Nestle project and the cold water refuge in Herman Creek. She asked a lot of questions. He felt they were heard. CP Groves also added that ODOT did come out and talk to CL about the truck routes and exits in CL. The ODOT Engineer that came out he had an ideas to better utilize the roadway by the scale house. Commissioner Stipan asked if there were two possible exits. CP Groves stated part of it is a matter of how many feet ODOT requires to make full speed to enter the freeway.
 - b. **Discussion and review of 4th of July Plan – Recreational Coordinator, Mayah Frank** Mayah reported that the plans are in place for the 4th. There are five vendors coming this year. There will be no paid parking this year, however the parking plan will be used. There will be a band playing this year at the Park, “*The Sting Rays*” paid for by the Downtown Business Association.
 - c. **Quarterly Departmental Reports (Verbal) – All Management –Status reports by each department regarding approved objectives.** Maintenance and Construction Manager Todd Mohr was excused as he and his crew are finishing up the Flex Building in order for the Renewal Workshop to move in as soon as possible. Staff is preparing for the new toll changes that are in effect July 1. The Point of Sale Training for the toll booth will be June 20. The toll takers are getting a lot of questions about the new tolls. The new toll signs have been ordered for the bridge. There will one on the Washington and Oregon side. The stickers for the vehicles will be here early next week. GM Koch stated that the GM recruitment will start in July or August.
- 4) **Commission Business Action Items**

- a. Action to adopt the salary adjustments for employees for the 2016-17 budget year – Removed from the agenda.
- b. Action to approve the annual MCEDD contract – GM Koch said this Intergovernmental Agreement with Mid-Columbia Economic Development District costs an annual \$1000 fee to provide staffing from MCEDD to attend the monthly meeting for the Hood River Economic Development the Commission.

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE ANNUAL IGA BETWEEN THE PORT OF CASCADE LOCKS AND MCEDD FOR SERVICES IN THE AMOUNT NOT TO EXCEED \$1000 FOR THE BUDGET YEAR 2016-17. SECONDED BY COMMISSIONER LIPPS. The motion was unanimous. 5-0.

Commissioner Stipan stated that Gyda Haight feels that the Oregon Pony Building is not in good condition. She feels that the work is going to slow. GM Koch reported that a committee will be formed next month. In the proposed budget, Jim Bussard will work with the Museum Board to figure out what needs to be done to the building. Then the Port will apply for grants to replace or repair the building.

Commissioner Lipps asked if the parking at toll booth park can be enlarged by removing curbing by the parking adjacent to the restrooms. GM Koch stated the Port is in discussion with the Forest Service, who owns the property to enlarge the parking lot. Commissioner Lipps asked if the curb can be removed. The Forest Service controls that piece stated Koch He also added he will pass this on to the Forest Service and believes this is one of the logical places to enlarge the parking at the park. CP Groves asked Paul to pass this on to Lynn Burdett (Forest Service); that the Port would be happy to remove the curbing for them.

CP Groves reported that Union Pacific RR dropped the lease with the Port where the fire was. The Port would like to ask for the property and may go back UP headquarters in Omaha in September and ask for the property.

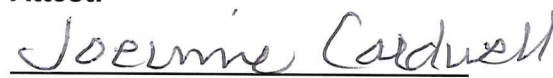
- 5) Commissioner and Commission sub-committee reports Reported above by CP Groves on Item 3a.
- 6) **COMMISSIONER LIPPS MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous. 5-0. The meeting adjourned at 6:25pm.**

Port of Cascade Locks:



Paul Groves, President
Port Commission

Attest:



Joanne Caldwell, Secretary
Port Commission

DATE APPROVED: July 21, 2016
Prepared by: Sally Moore