

## Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday, December 15, 2016 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 6:07pm.
    - **Pledge of Allegiance**
    - **Roll Call:** Commissioners Groves, Lorang, Caldwell, Stipan and Bump were present.  
**Others Present:** GM Paul Koch, Secretary Sally Moore, Marketing & Development Manager Holly Howell, M&C Manager Todd Mohr, Port Attorney Tommy Brooks (via conference phone) and camera operator Betty Rush.
    - **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 - None**
  - 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. **Approve minutes for JWGED October 27, 2016, Port Commission minutes October 6, 2016 and October 20, 2016.**
    - b. **Approval of bills in the amount of \$145,309.06.**
    - c. **Approval of June payroll in the amount of \$54,086.69.**
- COMMISSIONER LORANG MADE A MOTION TO APPROVE THE CONSENT AGENDA AS STATED. SECONDED BY COMMISSIONER BUMP. The motion was unanimous. 5-0.**
- 5) **Commissioner and Commission sub-committee reports:**
    - a. **Report from Economic Development Sub-Committee regarding CEDS Process**

Marketing & Economic Development Manager Holly Howell reviewed the list of priorities for the Comprehensive Economic Development Strategies (CEDS) that will be submitted to the Mid-Columbia Economic Development District (MCEDD). This year the Port's list were the Bridge of the Gods 15 Year Maintenance and Preservation Plan, the Business Park Infrastructure, the Marine Park Overcrossing project, and the State Airport Feasibility & Economic Analysis. There was a consensus to proceed with the CEDS priorities discussed and decided by the Commission at the Retreat in November. Transportation was also prioritized in November to be at the top of the list. This includes improvements to the trucking route on Frontage Road, Forest Lane I-84 crossing and expanded interchange at

I-84 Exit 47. The CEDS priority list to be submitted to Hood River County in January 2017. This list was created at the Port/Staff Retreat in November 2016. These when incorporated will be cited when MCEDD seeks local grants and loans.

**Commissioner Stipan arrived at 6:23pm.**

**6) Commission Business Action Items**

- a. Action to adopt revisions to the Strategic Business Plan (SBP) Marketing & Development Manager Holly Howell stated in 2013 the Port of Cascade Locks adopted a Strategic Business Plan. The plan has been reviewed and updated annually by staff and the Commission. Chapter VII: Priorities and Projects were updated March 2016. Many objectives were reviewed at the November 2016 Staff/Port Retreat and revised. The projects are ranked in priority order. The area of transportation has become the number one goal of the Port. Traffic increases on the bridge, in town and on Interstate I-84 have increased significantly. The need for safe pedestrian crossings in town is important; as well as easing congestion in the downtown area. The Maintenance & Preservation of the Bridge of the Gods is at the top of the priority list as well. The 2017 revisions and updates to the SBP were approved.**

**COMMISSIONER LORANG MADE A MOTION TO ADOPT THE CHANGES TO THE Strategic Business Plan. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 5-0.**

- b. Action to adopt the Maintenance Worker 2 position: Todd Mohr stated this position is necessary as some of his employees have higher skills than what they are being paid for. GM Koch stated this position will take on a larger part of responsibility and utilize their skills. This will be advertised in house and then to the public. Commissioner Caldwell stated these types of skills are needed at the Port as it continues to grow and she is very happy about it.**

**COMMISSIONER LORANG MADE A MOTION TO ADOPT THE MAINTENANCE 2 WORKER JOB DESCRIPTION. SECONDED BY COMMISSIONER BUMP. The motion was unanimous. 5-0.**

**THE COMMISSION RECESSED OUT OF REGULAR SESSION AT 6:35PM. THE COMMISSION RECESSED INTO EXECUTIVE SESSION AT 6:42PM.**

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

- a. Review of proposed lease with Thunder Island Brewing and Planning Commission conditions related thereto.**

THE COMMISSION RECESSED OUT OF EXECUTIVE SESSION AT 7:25PM AND BACK INTO REGULAR SESSION.

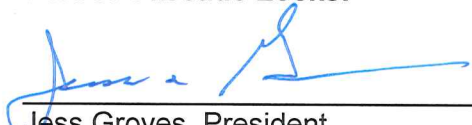
8) Any action as a result of Executive Session

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE LEASE BETWEEN THE PORT AND THUNDER ISLAND BREWING FOR ONE YEAR TO EXPIRE DECEMBER 31, 2017 AND REVIEW THUNDER ISLAND BREWING'S CONDITIONAL USE PERMIT AT SIX MONTHS TO DETERMINE THAT THEY ARE FOLLOWING THEIR TIMELINES AND AUTHORIZE THE PRESIDENT TO SIGN THE LEASE. SECONDED BY COMMISSIONER BUMP. The motion was unanimous. 5-0.

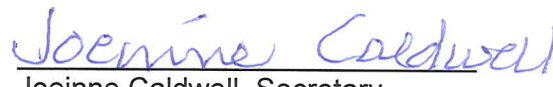
9) **General Manager's Report:** GM Koch discussed the seismic assessment for the BOG and the transportation plan. The Pony Advisory Committee has received some architectural drawings from Mark Sedar on the ideas for a new Pony meeting. The Strategic Business Plan will be updated and submitted to the State of Oregon. The Bridge of the Gods is now on the National Highway System stated GM Koch. GM Koch will be spending more time in Salem talking to legislators about the need for funding for transportation in Cascade Locks, I-84, and the National Scenic Area. The increase in tourism last summer caused gridlock traffic at times, making the roads unsafe, especially when there was an oil train derailment in Mosier. GM Koch stated there is a need to free up more time for Maintenance and Construction Manager Todd Mohr to manage M&C. M&C will be divided into two sections. There will be Grounds and Building and Repair and Construction. The new Event Coordinator will jump right into booking Weddings and Receptions in the Park. This will mean more repair and upkeep duties for the maintenance department.

10) **Adjournment:** COMMISSIONER STIPAN MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY COMMISSIONER LORANG. The motion was unanimous. 5-0. The meeting adjourned at 7:50pm.

Port of Cascade Locks:

  
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Jess Groves, President  
Port Commission

Attest:

  
\_\_\_\_\_  
Joenine Caldwell, Secretary  
Port Commission

DATE APPROVED: 3-22-17  
Prepared by: Sally Moore