

Port of Cascade Locks

The Port of Cascade Locks Commission Meeting was held Thursday, February 13, 2014, at the Marine Park Pavilion, Cascade Locks, OR 97014.

1. **Meeting called to order/ Pledge of Allegiance:** Commission President Groves called the meeting to order at 6:06 pm.
2. **Roll Call:** Commissioners Groves, Caldwell, Sullenger & Mohr were present. Commissioner Groves commented that Commissioner Cramblett was on her way.
 - **Others Present:** IGM Paul Koch, Melissa Warren, Todd Mohr, Holly Howell, Gary Rains, Carolyn Meece, Julie Wagner, Rob Brostoff, David Lipps, Caroline Park, Don Hynes, Buzzy Nielson, Don & Gyda Haight, Chase Lorang, Sue Gast, Mark Seder, Sandy Place, Roger Buss, Debora & Brad Lorang, Jason & Mary Mae Sergeant, James Campbell, Philip Watness, Steve Gast, Jon Brooks, Mikayla & Kathryn Ryan, Benjamin Byren, Joanie Melrillp, Aaron Greene, Greg Wiebe, Phil & Joseph Nolin, Philp Schey, Kim Brigham Campbell, Dana & Paul Hendricks, Allen Russell, Rebecca Sergeant.
3. **Declaration of Potential Conflicts of Interest:** None
4. **Modifications, Additions to Agenda:** Carolyn Meece in for Jacquie Alexander. Item 7 c moving to 7 a making 7 a now 7 b and 7 b now 7 c.
5. **Items from the floor: (Special presentations, outside resource presentations and other reports not requiring action)**
 - a. **Presentation by Jacquie Alexander – Update on “The Puff Factory”:**

Carolyn Meece (Business Development Officer –State of Oregon) in for Jacquie Alexander “The Puff Factory”

Ms. Meece introduced herself to the Commission, explained what her role is for the State and that she is here to help new business with opportunities in the gorge.
 - b. Comments from the General Public: None
 - c. Commission member comments:
 - Commissioner Caldwell commented that she just got back from San Diego where she was at the sailing symposium. Commenting that there were about 600 sailors attending the symposium. Commissioner Caldwell commented that US Sailing is working to adapt sailing boats for people with needs. Commissioner Caldwell thanked Holly, Gyda and Kayla for all their work on this event.
 - Commissioner Mohr asked if we have received the grant for CGRA yet. IGM Koch said not yet we are still talking with CGRA.

- Commissioner Groves thanked everyone for coming to the meeting and apologized for the lights and sound in the pavilion but said we do have the lights on in the park.

d. 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 Commission Minutes dated: Jan. 9, Jan 16 & Jan 23, 2014.
- b. Approval of Bills dated February 6, 2014 in the amount of \$ 98,527.68.
- c. Approval of January 2014 payroll in the amount of \$ 47,683.80.

Commissioner Sullenger commented that he would like the minutes from Jan 9, 2014 changed, commenting that he did not say to sell the park but to market the park.

COMMISSIONER SULLENGER MADE A MOTION TO APPROVE THE CONSENT AGENDA WITH OUT THE MINUTES FROM JAN 9, 2014. COMMISSIONER MOHR SECONDED THE MOTION. Motion passed unanimously by Commissioners Groves, Caldwell, Mohr & Sullenger.

7. **Commission Business Action items:**

- a. **Approval of 2014-15 Budget timeline and process and appointing the Budget Officer (IGM Koch).**

IGM Koch introduced the budget timeline to the Commission and asked to be appointed the budget officer. IGM Koch also asked the Commission to set a date for the budget priorities meeting.

COMMISSIONER MOHR MADE A MOTION TO ACCEPT IGM KOCH AS THE BUDGET OFFICER. COMMISSIONER CALDWELL SECONDED THE MOTION. Motion passed unanimously by Commissioners Groves, Caldwell, Mohr & Sullenger

IGM Koch then asked Commission to set a date for the budget priorities meeting. Commission decided on March 20, 2014 at 9 a.m. in the community center.

- b. **Action to approve a contract with ODOT/State of Oregon for three payments for work on the Bridge of the Gods.**

IGM Koch asked the Commission to change their current IGA with ODOT and setup three payments with ODOT, two payments this year and one next year.

COMMISSIONER CALDWELL MADE A MOTION TO APPROVE THE PROPOSED IGA ADDENDUM AS ATTACHED AND AUTHORIZE THE PRESIDENT TO SIGN THE ADDENDUM WITH THREE PAYMENTS TO ODOT TOTALING \$243,000 FOR THE BOG REPAIR WORK. COMMISSIONER MOHR SECONDED THE MOTION.

Motion passed unanimously by Commissioners Groves, Caldwell, Mohr & Sullenger.

c. Action on Thunder Island Brewing

Port Commission Attorney Tommy Brooks came on the phone for the TIB action item.

IGM Koch started with a review of the TIB background and history. IGM Koch then reviewed the Port Commission options. 1) Continue under the terms of the current lease, terminating the lease as of June 30, 2014. 2) Adopt the recommendation and negotiate a new lease with TIB for an additional 2 years with a third year option tied to purchase of new property on WaNaPa Street and a new building within 2 years. 3) Postpone any action and schedule another work session before making any decision. 4) Other action as desired by the Port Commission.

Port Commission then invited David Lipps, Caroline Park and Dan Hynes from TIB to the table for questions and discussion.

David Lipps from TIB then went over their request for an executed lease and purchase option. Caroline Park commented that TIB is ready to move forward and partner with the Port.

Discussion from Commission on the parking issues along with the RR tracks and the signage. Commission and TIB reviewed that the rent increases on the new lease and the needed permits.

Commissioner Cramblett came in at 6:41 pm.

Commissioner Mohr asked to receive the minutes with the talk of land prices and how we come up with the prices.

COMMISSIONER CALDWELL MADE A MOTION THAT A NEW LEASE WITH PURCHASE OPTION FOR PROPERTY ON WANAPA STREET BE PREPARED BETWEEN THE PORT AND TIB; TO KEEP TIB IN THE CURRENT LOCATION UNTIL A NEW BUILDING ON WANAPA STREET CAN BE DESIGNED AND CONSTRUCTED, SET A SALE PRICE ON A PIECE OF PROPERTY ON WANAPA STREET AT \$129,000, AUTHORIZE THE EXPENDITURE OF \$11,987 FROM THE ECONOMIC OPPORTUNITY LINE ITEM TO PAY FOR PORT IMPROVEMENTS AND ACCEPT THE TIB REQUEST TO SPEND \$31,600 IN IMPROVEMENTS AS INDICATED IN THE BACKGROUND MATERIALS. AS AN OPTION, PROVIDE A PORTION OF THIS AMOUNT AS A CREDIT AGAINST THE PURCHASE PRICE OF PORT PROPERTY. COMMISSIONER CRAMBLETT SECONDED THE MOTION.

Commission discussion on terms, price and time line with TIB

AMENDED MOTION COMMISSIONER CALDWELL ADDED THE PRICE OF SQUARE FOOT PLUS THE COST OF IMPROVEMENTS TO THE LAND, AND A 2 YEAR LEASE WITH A 3RD YEAR OPTION. COMMISSIONER CRAMBLETT SECONDED.

Port Attorney Tommy Brooks asked that the motion be re-stated.

COMMISSIONER CALDWELL MADE A MOTION THAT A NEW LEASE WITH PURCHASE OPTION FOR PROPERTY ON WANAPA STREET BE PREPARED BETWEEN THE PORT AND TIB; TO KEEP TIB IN THE CURRENT LOCATION UNTIL A NEW BUILDING ON WANAPA STREET CAN BE DESIGNED AND CONSTRUCTED, SET A SALE PRICE ON A PIECE OF PROPERTY ON WANAPA STREET AT \$129,000, AUTHORIZE THE EXPENDITURE OF \$11,987 FROM THE ECONOMIC OPPORTUNITY LINE ITEM TO PAY FOR PORT IMPROVEMENTS AND ACCEPT THE TIB REQUEST TO SPEND \$31,600 IN IMPROVEMENTS AS INDICATED IN THE BACKGROUND MATERIALS. AS AN OPTION, PROVIDE A PORTION OF THIS AMOUNT AS A CREDIT AGAINST THE PURCHASE PRICE OF PORT PROPERTY. AND TO ADD THE PRICE OF SQUARE FOOT PLUS THE COST OF IMPROVEMENTS TO THE LAND AND A 2 YEAR LEASE WITH A 3RD YEAR OPTION. COMMISSIONER CRAMBLETT SECONDED THE MOTION. Commissioners Groves, Caldwell, Cramblett, Mohr & Sullenger voted no. Motion and amendment failed.

COMMISSIONER CALDWELL MADE A MOTION THAT A NEW LEASE AND A PURCHASE OPTION AGREEMENT FOR PROPERTY ON WANAPA BY WINTER 2014 BE PREPARED BETWEEN THE PORT AND THUNDER ISLAND BREWING (TIB) TO KEEP TIB IN THE CURRENT LOCATION UNTIL A NEW BUILDING ON WANAPA IS DESIGNED AND CONSTRUCTED, FOR TWO YEARS WITH AN ADDITIONAL ONE YEAR OPTION. THAT THE PORT AUTHORIZE THE EXPENDITURE OF \$11,987 FROM THE PORT ECONOMIC DEVELOPMENT OPPORTUNITY LINE AND THAT THE PORT ACCEPT THE TIB REQUEST TO INVEST \$31,600 ON IMPROVEMENTS IN THE WAREHOUSE BUILDING, AS INDICATED IN THE BACKGROUND MATERIAL. THAT THE PORT PROVIDES A PORTION OF THE AMOUNT INVESTED BY TIB AS A CREDIT TOWARD THE FUTURE PROPERTY PURCHASE, AND THAT THE PURCHASE PRICE OF THE PROPERTY BE BASED UPON THE PRICE OF BRIGHAM'S SALE PER SQUARE FOOT PLUS IMPROVEMENTS. COMMISSIONER CRAMBLETT SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY. 5-0

RECESS: Commissioner Groves recessed the meeting at 7:43 pm.

Commissioner Groves called the meeting back to order at 7:53 pm.

8. Staff Reports:

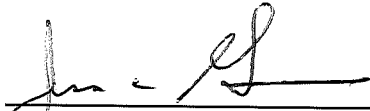
- a. IGM Koch gave the Commission an update on the new General Manager recruitment telling them that the sub-committee has reduced the number of 5 candidates down to 3 candidates. Commissioner Groves said that he and Commissioner Mohr want all 5 Commissioner's to help make this important decision. Commission Sullenger asked if we don't think one of the 3 candidates will work out for us, can we go back out with a new ad and start over. Commissioner Groves and Mohr both said yes.
- b. 2014-15 Budget Process IGM went over the agenda and budget schedule with the Commission.

- c. Toll Increase: IGM Koch asked the Commission to set a date for a special work session to deal with this issue. Commission asked for this issue to be on the February 20th agenda.
- d. Eco Auger will be having a meeting in the pavilion on March 5th. IGM Koch encouraged the Port Commission to attend.
- e. Vendors Court: IGM Koch asked the Commission for a meeting on this issue so they can look at all the options and estimated cost. Commissioner Mohr asked for this issue to be on the March 6th agenda. Commissioner Sullenger asked IGM for a copy of all the newspapers where we have ads to market the marina, buildings and land. Commissioner Mohr asked that this should also all be on our web site and the flex building we need to get someone in there this should be a priority rental prices should also be on the web site.
- f. Naming the bridge to Thunder Island: IGM went over a letter from Gene Miller's daughter requesting that the Port Commission name the bridge to Thunder Island after her father. Commission would like to direct this kind of requests to looking at the benches.
- g. Commission discussion on how we came up with property cost on the land we are selling. Commission would like a formula so we are charging everyone the same. Commissioner Mohr asked for a policy on the pricing of land to come back to the Commission for approval.


Commissioner Groves adjourned the meeting at 8:31 pm.

Port of Cascade Locks:

Attest:



 Jess Groves, President
 Port Commission



 Joanne Caldwell, Secretary
 Port Commission

DATE APPROVED: 3.17.14
 Prepared by: Melissa Warren