

Port of Cascade Locks

The Port of Cascade Locks Commission Work Session Meeting was held Thursday, September 3, 2015 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 6:03 pm.
- 2) **Roll Call:** Port Commissioners Groves, Caldwell, Lipps, Lorang were present. Commissioner Stipan was excused.

Others Present: IGM Paul Koch, Melissa Warren, Mayah Frank, Sally Moore, Marketing Manager Holly Howell, Holly Wells, Kate Stuart, Margie Curtis, Larry Toll, Kathy Tittle, Ken Wittenberg and Jim Bussard.

- 3) **Declaration of Potential Conflicts of Interest:** None
- 4) **Modifications, Additions to Agenda:** None
- 5) **Items from the floor:** (Special presentations, outside resource presentations and other reports not requiring action).
 - a) **Comments from the General Public – None**
 - b) **Comments from Government Officials – None**
 - c) **Commission Member Comments –** Commissioner Lipps stated he attended the Special Districts Training (SDAO) and it was very informative. He thanked the Commission for sending him. Commissioner Caldwell thanked the fire department for saving a house during the fire last week. She added that in her neighborhood, they all worked together to make sure all neighbors could get out if needed. She thanked Mayah Frank and Chad Sperry for the fabulous event across the Bridge and PCT Days. Commissioner Lorang said attendance was up, for the PCT Days event and it was fantastic. CP Groves said he and IGM Koch met with Senator Merkeley's staff to discuss working with the Treaty Tribes. The Treaty Tribes sub-committee will meet with the Umatilla Council tomorrow to discuss the Beach Expansion Project. Commissioner Caldwell stated the Alumni Dinner will be this weekend.
 - d) **Reports from Commission sub-committees**
 - (i) Commissioner Lorang, a member of the Portland Spirit sub-committee, stated the subcommittee is recommending to set up a meeting with Portland Spirit Key Staff in the near future. After a brief discussion, there was a consensus by the Commission to move forward and schedule the meeting.

6) Work Session Discussion Items

- a) **Discussion on acquiring water rights**– Larry Toll, an Engineer from Tenneson Engineering spoke as a result in the Port's interest in in gaining information in obtaining water rights in the Business Park. Mr. Toll explained to the Port the steps it would take to obtain water rights in the Business Park and the options available. Mr. Toll explained the Port obtained a water right for irrigation from the Columbia River in 1980. At that time there were few requirements. This has changed. He said the Port would need to know what the use would be before filing. The Port would most likely use the water for Industrial or Manufacturing. He answered questions from the Port Commissioners. He discussed the application process. CP Groves stated the water in the Business Park will increase the business out there and provide water for sprinkler systems.
- b) **Review proposed Business Park Master Plan** – Marketing & Development Manager Holly Howell introduced Jim Bussard to give an update on the Business Park Master to adopt in a couple of month as revised. Staff Howell gave a refresher and update for old and new Commissioners. The Plan was adopted in 2013 and the purpose was to develop the Develop the Business Park. This was done in phases. She presented all the accomplishments the Port had made in the last year. There was a map and list provided by Engineer Jim Bussard. He stated spent 5-6 years creating the Business Park Master Plan. He recommended that the Commission adopt the proposed revised 2015 Business Master Plan to mirror all of the accomplishments and updates since 2013. The Commission gave direction to move forward on the revised Business Park Master Plan. Jim Bussard will do the final version and bring it back to the Commission for approval in a couple of months. This will come back to the Commission for adoption.
- c) **Review proposed ADA ramp on House 3** – IGM Koch stated that M&C had just completed replacing the ramp on House 3. The rebuild looks great. It would be temporary, but could last a long time. Engineer Jim Bussard provided a plan for replacement of the ramp with ADA requirements. Mr. Bussard provided drawings showing an ADA ramp. He stated the ramp needs to be 5% grade. The current is 9%. The cost is estimated at \$60,000 to make it ADA compliant. . The new ramp may be very obtrusive. Different scenarios for replacement were discussed. No action was taken.

7) Commission Business Action Items:

Report from Chad Sperry regarding the Bridge of the Gods (BOG) run and request for event date for 2016 Staff Mayah Frank stated that Chad with Breakaway Promotions will ask for approval for the next three years for the BOG Run. Chad thanked the Commission for all of the support in the last few years. Chad reported the BOG run is exceeding expectations. Represented were 42 states and 5 countries. Social media is driving this. The direct economic impact to the community and City of CL is huge. Lodging was unavailable to Troutdale. He invited the Commission to look at the positive impacts on Facebook of the event. Traffic waits were less than anticipated. CP Groves stated he appreciates all that has been done for the community. There was a 30% growth since 2014 in the event. Chad stated the customer service from Port staff was fantastic. He stated the Bridge is becoming an icon. The closure of the bridge had little impediment on traffic. The closure lasted less than planned. He asked for a three year commitment each the first weekend in August for a bridge run.

COMMISSIONER CALDWELL MADE A MOTION TO ACCEPT BREAKAWAY PROMOTIONS PROPOSAL FOR THE NEXT THREE YEARS. SECONDED BY COMMISSIONER LORANG.

A roll call vote was taken.

Commissioner Lipps abstained from voting. Commissioner Groves voted yea, Commissioner Caldwell voted yea. Commissioner Lorang voted yea. The motion was unanimous. 3-0.

8) Staff Reports

a) Interim General Managers Report – The Port will hire a consultant for the new Security Plan. This will be in completed in phases. A Homeland Security Grant in the amount of \$150,000 was received by the Port to install security cameras and surveillance on the bridge, in the Business Park and in Marina Park in accordance with FEMA guidelines. The Commission staff retreat is 11/06/2015 at Cooper Spur Mountain Resort. IGM Koch reported that the Port is moving forward with a Memorandum of Understanding (MOU) with Friends of the Gorge (FOG) enabling them to work together on issues that are agreed upon.

b) Economic Development Don Mann reported that Heukers Purchase and Sale Agreement (PSA) has been agreed to it will come forward soon. The only change is a name change for Heuker Bros. Don reported he has been working with a large energy user. He has been working with a restaurateur who would like to come to CL.

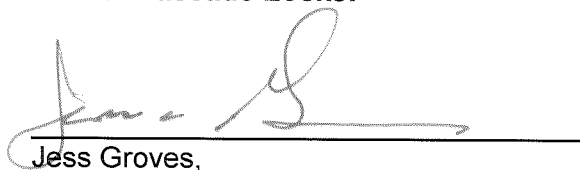
9) Adjournment

COMMISSIONER LORANG MOTIONED TO ADJOURN. SECONDED BY COMMISSIONER CALDWELL. THE MOTION WAS UNANIMOUS. 4-0.

The meeting adjourned at 8:35pm.

Port of Cascade Locks:

Attest:



Jess Groves,
President
Port Commission



Joieanne Caldwell
Secretary Treasurer
Port Commission

DATE APPROVED: 11-19-15
Prepared by: Sally Moore