

Port of Cascade Locks

The Port of Cascade Locks Commission Business Meeting was held Thursday December 6, 2018 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 6:00pm.

- **Pledge of Allegiance**

- **Roll Call:** Commissioners Groves Lorang, Stipan and Caldwell (via phone) were present. Commissioner Bump was excused.

Others Present: GM Paul Koch, Accounting Specialist Melissa Warren, Secretary Sally Moore, City Administrator Gordon Zimmerman, Government Relations Director Mark Johnson, Economic Development and Property Manager Don Mann, Dianna Reedy VanWinkle, Ken Royer, Joanne Wittenberg, Dave Jursik, Susan Winner, Mark Sedar, Shane Savgur, Paula & Dave Harkin, Deputy GM Olga Kagavnova, Jitwin Reddy, Jason Waicunas, Butch Miller, Gary Munkhoff and camera operator Marianne Bump.

GM Koch welcomed and introduced new Deputy GM Olga Kaganova for the Port of Cascade Locks. Olga stated she was excited to be at the Port and looking forward to working with everyone on the Commission.

- **Modification, Additions & changes to the agenda:** Added Item 3f and Item 3g. was added.
- **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

- a. City Report –** City Administrator Gordon Zimmerman stated that it has been a dry year; adding there were only 5.26 inches of rain in October. He noted that we are at 76% of rainfall average for the year. CA Zimmerman stated that population is 1,375 now in the City of Cascade Locks an increase of 65 over last year. He stated paving on WA Na Pa Street will start next year. and the City has received the dollars to do it. Forest Lane will also be paved.
- b. Review of the Bridge of the Goddesses Run –** Event Planner Paula and Dave Harkin were present to ask for another three year event authorization. The Commission would like to see them create a way to collect data to see how much revenue is created when they have their run. Paul stated that each year they donate to the food banks. This past run was moved due to the Eagle Creek Fire.

COMMISSIONER LORANG MADE A MOTION TO APPROVE A NEW THREE YEAR EVENT AUTHORIZATION FOR THE YEAR 2019, 2020 AND 2021. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 4-0.

- c. Report on 2018 PCT Days –** GM Koch stated that PCT Days has already been authorized, however Jason was present to give his annual report. Jason stated that he reviewed the Commission report October 18, 2018. Jason stated that this year's event was incredible. There were approximately 5000 attendees, Jason stated this is a good number because of the lack of parking. Jason stated this is a free event and it is working well. August 16-18 are the dates for 2019. Jason stated there are many sponsors and vendors already booked for 2019. CP Groves stated that Marine Park is becoming very crowded and needs to be managed as Cascade Locks

grows. Jason stated there were 30 volunteers for parking and they rented out the school space. Jason stated they will change the parking plan this year as well. Jason stated next year there will be added security. He stated there were paid volunteers for security this year. He has been seeking Professional Security for 2019. Jason acknowledged the 53% increase in rates. He stated that is exactly what he budgeted for. Commissioner Caldwell stated there is a need for showers and laundromats for the hikers. GM Koch stated that the new facilities at Overlook Park will have showers.

COMMISSIONER LORANG MADE A MOTION TO APPROVE THE PCT NEW THREE YEAR EVENT AUTHORIZATION FOR THE YEAR 2019, 2020 AND 2021 AND NOT REQUIRING PROFESSIONAL SECURITY. SECONDED BY COMMISSIONER STIPAN. The motion was unanimous. 4-0.

d. Annual review and report on CGRA Sailing program– Dave Jursik gave a PowerPoint presentation reviewing this year's sailing events. He discussed the plans for next year. Dave said this is their 23rd year here. GM Koch said they have a long term contract with the Port. Dave said this year was a great year. There were groups of people that have never been here. CGRA is a 501c3 and try to cover their costs. They have high annual fixed costs. Dave stated the Port's fees have been fair. Dave stated that 30% operating costs are from donations. Dave stated they train racers and run racers. They also run community sailing on Thursday nights and many opportunities for kids. Dave stated there were around 500 attendees this year. Dave stated this year's survey showed 96% of sailors were from someplace else other than Oregon.

e. Final Pony Task Force Report - Museum Board member Ken Royer made the final report to the Commission. He said the Pony Task Force was created to continue efforts to expand the Pony building, add a Museum Wing, incorporate a new Visitor Center and provide economic benefits to the community. Ken thanked the Commission for allowing them to be on the Task Force. Ken stated the Task Force met regularly, visited other Museums, gathered information about grants and met with Museum Curators and Administrators. The Task Force decided that the new building will be NW of the present building. The Visitor Center will be set up so everything will overlook the Locks. There will also be meeting space to rent out. The new Museum will operate 365 days a year. The Museum Board will need to raise \$4.7 million dollars over the next three years in order to pay for the new complex. Ken stated the City Tourism Committee will help fund the visitor center portion of the operation. The Board does have a 5 year plan and timeline. Ken stated they would hire a Director at \$70,000 a year and who would start in July 2019. Ken said the Task Force needs approval by the Museum Board and the Port. Ken discussed the funding and stated a budget has been created.

COMMISSIONER STIPAN MADE A MOTION TO APPROVE THE REPORT AND MOVE FORWARD AS SOON AS POSSIBLE AND AUTHORIZE THE MUSEUM BOARD TO LEAD THE WAY START THE FUND RAISING AND CONSIDER THE PORT BUDGET PLAN FOR THE MUSEUM . SECONDED BY COMMISSIONER CALDWELL. The motion was unanimous.4-0

f. Toll Technology update – Bridge Manager Ryan Vollans gave a verbal report on the toll technology timeline. Ryan stated that bridge traffic count for the last six years has steadily increased. In 2017 the numbers were down, due to the Eagle Creek Fire. Ryan stated he believes revenues for the year will be higher due to the increase in tolls for axles on trucks. Ryan stated the pedestrian traffic has increased. In 2016 there were 615 pedestrians crossing

the bridge. In 2018 there has been more than 7200. Ryan stated ODOT has completed the crosswalk striping at the Toll Booth. Ryan introduced Shane Savgur from PSquare who was present at the meeting. Ryan stated there will be some additional expenses due to place the treadles in the ground and a 15 foot pole above the toll booth for an antenna; as well as other expenses. The fiber connection is complete Ryan stated. Ryan stated the dually issue and they may be able to program a transponder appropriate to a dually vehicle according to Shane with pSquare. Shane stated the software already does this. Shane stated some materials have already been ordered.

g. Port Election update Secretary Sally Moore reported that she had been given notice of the Election of District Board Members adding that persons wanting to file for candidacy may begin filing February 9, 2019 and the last day to file is March 21, 2019 at 5:00PM. Sally stated that there will be three open vacancies. Position 1 (John Stipan), Position 2 (Bradley Lorang) and Position 3 (Dean Bump). These are four year terms starting July 1, 2019.

4) Commissioner and Commission sub-committee reports: Commissioner Lorang reported there was an Economic Development subcommittee meeting today. He stated there is a lot of new development going on in the Port. Commissioner Stipan stated he is please with the progress of the Pony Task Force. He stated there is a person who take over the wood cutting program for Joel Koch. CP Groves stated that the Thunder Island Brewing decision tonight will be final. Groves attended an ODOT Region 1 Act meeting and some legislators will support the growing support for tolls on highways, bridges etc. CP Groves stated the Port will be building two new buildings at a cost of around \$7 million next year.

5) Consent Agenda (Consent Agenda may be approved in its entirety in a single motion. Items are considered routine. Any Commissioner may make a 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 minutes for meetings August 2, 2018 and November 7, 2018

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

6) Action on proposed TIB Lease

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

a. Lease of property to Thunder Island Brewing

b. Discussion on pFreim Cascade Locks project

The Commission went out of Regular Session and 8:25pm.

The Commission entered Executive Session at 8:26pm,


The Commission came out of Executive Session at 9:00pm and at that time went back into Regular Session,

8) Any action as a result of Executive Session –

COMMISSIONER STIPAN MADE A MOTION TO DIRECT THE GENERAL MANAGER AND THE PORTS LEGAL COUNSEL TO ENTER INTO FINAL NEGOTIATIONS WITH TIB TO REVISE THE LEASE LANGUAGE IN A WAY THAT ALLOWS TIB TO STAY IN THE CURRENT SPACE BUT THAT ALSO REQUIRES THEIR COMMITMENT TO CONSTRUCT THE NEW BUILDING THIS YEAR (2019) BARRING ANY EXTRAORDINARY EVENTS OUTSIDE OF THE THEIR CONTROL AND TO AUTHORIZE THE COMMISSION PRESIDENT TO SIGN THE LEASE. Commissioners Lorang, Stipan and Groves voted yay. Commission Caldwell voted nay.- 3-1.


8) Adjournment: COMMISSIONER GROVES ADJOURNED THE MEETING AT 9:07pm.

Port of Cascade Locks:



Jess Groves, President
Port Commission

Attest:



Joeinne Caldwell, Secretary
Port Commission

DATE APPROVED: March 21, 2019
Prepared by: Sally Moore