JOINT (CITY/PORT) WORK GROUP FOR ECONOMIC DEVELOPMENT

Meeting Notice and Agenda
Thursday, October 24, 2013
7:00 PM
City Hall Council Chambers

1. Call To Order/Pledge of Allegiance

2. Welcome and Self-Introductions
   a. City Representatives
   b. Port Representatives

3. Adoption of meeting minutes (from city) of August 22, 2013

4. Citizen Input

5. Report back from JWGED members on citizen appointments to advise the group. (Members)

6. Port status report on Bridge of the Gods (Paul)

7. Nestle Update (Gordon and Paul)

   OSU Economic Impact Study available at http://ruralstudies.oregonstate.edu/sites/default/files/pub/pdf/Bottled_Water_Report_101413.pdf and http://ruralstudies.oregonstate.edu/sites/default/files/pub/pdf/Bottled_Water_Report_101413_Appendix_B.pdf

8. Status report on Port Strategic Plan (Holly)

9. City Issues: (Gordon)

   a. Master Water Plan
   b. Wastewater Master Plan
   c. Electrical Master Plan
   d. Community Development Code Updates
   e. Public Works Design Standard Updates
   f. Street Vendor Ordinance

10. Economic Development Department Update (Gary and Holly)

11. Next Meeting: January 23, 2014 (Due to Thanksgiving and Christmas Holidays)

12. Adjournment

Attachments: August 22 Minutes
City Report

Minutes
Joint Work Group on Economic Development
August 22, 2013

1. Call To Order/Pledge of Allegiance. Port President Jess Groves called the meeting to order at 7:00 PM.

2. Welcome and Self-Introductions. Present were Port Commissioners Jess Groves and Brenda Cramblett. City Councilors present were Jeff Helfrich and Bruce Fitzpatrick. Mayor Cramblett was excused. Citizen Representative Gary Munkhoff was also in attendance. PC Cramblett said Darlene Sullenger would be at the next meeting. Also present were City Administrator Gordon Zimmerman, Interim Port General Manager Paul Koch, City Recorder Kathy Woosley, Port Marketing and Development Manager Holly Howell, and Dave Palais.

   IGPM Koch said he would like to add discussion regarding the draft concept for the old fire hall and also discussion regarding preparation for an application with Nestlé.

3. Adoption of meeting minutes of July 25, 2013. **Motion:** CM Fitzpatrick moved, seconded by CM Helfrich, to approve the minutes. The motion passed unanimously.

4. Citizen Input. None.

5. Report back from JWGED members on citizen appointments to advise the group. Committee members are still recruiting citizen members.

6. Port status report on Bridge of the Gods. IPGM Koch said the State of Oregon is considering STIP funding for the bridge repairs. He said the City Council and County Commissioners have cosponsored the application. He said the Port is paying $170,000 as match for the grant. IPGM Koch said the goal is to have the bridge operating at 80,000 lb. weight limit by the end of December or by mid-January at the latest.

   IPGM Koch said there will be a meeting Monday morning with about 20 congressional staff members from Washington, D.C. He said they need to understand the issues. PC Groves said part of the discussion will include the need for Ports to be on the receiving end of federal funds also.

   PC Groves said the Port Commission has talked about raising the toll on the bridge. He said there is a loss of $42,000 per month due to the weight limit. He said there has already been an authorized increase for bigger axle vehicles. He said he isn't in favor of raising toll for locals but need to figure out a way to increase the fee to others.

7. Nestle Update.
   a. Meeting with Oregon Water Resources Department and Oregon Department Fish and Wildlife. CA Zimmerman said he, IPGM Koch, Mayor Cramblett, and Port President Groves met with OWRD on Tuesday and with ODFW Director today. He said the goal was to find out where we are in the process. CA Zimmerman said concerns were expressed about the process and the continuation of the process. Mr. Palais said it was a checking in with both agencies to find out where everyone is in the process of moving forward. He said he thought it was good to hear the support from the City and Port. IPGM Koch said the state agencies and the Governor are under extreme pressure to not allow this project. He said there is a meeting on September 6th to include panel discussions and will include the City, BARK, Food and Water Watch, Gorge Commission, and ODFW. PC Groves said there is a lot of misinformation about this project. He said it will be up to the community to make sure the facts are known. CM Helfrich spoke about the Facts Sheet that was prepared. CA Zimmerman said the Facts Sheet is on the City's website.

PC Cramblett asked if Darrin Nichols was going to support the Nestlé project in Cascade Locks. IPGM Koch said the connection has been made and the Act includes economic development.

IPGM Koch said the City and Port need to prepare for Nestlé. He said as a community we need to make sure that we are prepared. He said the industrial rates, the water master plan, and framework for the IGA needs attention. Mr. Palais said the sooner the City and Nestlé get something in writing as to what the relationship will be between the City, Nestlé, and ODFW, the less opportunity for the unknown to be used against everyone. He said the City and Port need to do their due diligence and answer all unknowns. Mr. Palais said Nestlé is still several years out just in process. He said there needs to be specific responses to all misinformation. He said knowing that the due diligence has been done will benefit everyone.

IPGM Koch suggested that he, Mayor Cramblett, Port President Groves, and CA Zimmerman, will start meeting weekly to determine the needs and be prepared.

Industrial Rates: Electric, Water, Sewer. CA Zimmerman explained the power rate increases by BPA are scheduled for October 1, 2013. He said he would be meeting with the City's Electrical Engineer, BKI, to figure out if the rate increases are set at appropriate levels. He said it is hopeful that Council will set an industrial rate by October 1, 2013. He said Council will also be considering phasing in increases to water rates. CA Zimmerman said the rates should be in place by the end of the year.

8. Status report on Port Strategic Plan. Port Marketing and Development Manager Howell gave the group a list of priority projects for the Port. She said the list is in the process of being revised to include the Moody Street Project and the Port's role in the redevelopment of the old fire station. She explained the priorities will help to leverage funding for the Port.

9. Industrial Rates: Electric, Water, Sewer. Discussed earlier in the meeting.

10. Old Fire Hall Discussion. IPGM Koch gave the group a draft of the Concept Paper for the Old Fire Hall. He said this is based on discussions held at a meeting earlier today. CA Zimmerman explained that Council wants the building to be used and not torn down. He explained the idea of using it to house the street vendors. He said with that comes questions of covering costs, how to govern the tenants, etc. He said we need to meet with the Hood River County Building Inspector to determine a baseline of stabilization for the building. IPGM Koch said if several uses are defined then maybe there could be a determination of stabilization and an amount to stabilize the building. PC Groves said we need to get the downtown busy.

    Mr. Munkhoff said the goal should be to get the building sold. He said there could be contingencies and conditions placed on the sale. He asked why the City and Port would get so heavily involved in one building when they have other concerns to worry about. He said business people should be figuring this out. PC Groves said the Port has downtown property and making the old fire hall a viable business property will help the Port to market their property.

    Mr. Munkhoff asked why the City and Port would give a local family opening a business competition by providing a place for other fish vendors to operate. CM Helfrich mentioned a vendor's license. He said there also has to be consideration given that this is prime river view property that you'll never get back. PC Groves said the tribal community has rights to sell their fish and this is an attempt to try to control where it happens. He said the idea is to figure a way

to use the old fire hall and create economic development. He said he didn't care who occupied the building.

PC Cramblett said the City needs to review their sign ordinance. She said there needs to be discussion with ODOT about the street vendors. CA Zimmerman explained the ordinance enforcement endeavors that have taken place. He said that ODOT and county law enforcement have also been contacted. He said ODOT does not have the resources to handle the situation and local law enforcement won't get involved until there is an injury.

Mr. Munkhoff said the old fire hall has not been aggressively marketed. He asked why the City and Port would try to invent business. He said to market the building with conditions of the sale. He said if you want this to be a business then present it to business people. PMDM Howell said it would take a full time person to manage a vendor market. CM Helfrich said the more restrictive the use of the building is made the less likely it will be to sell the building. CA Zimmerman said the City has to figure out the baseline price for structural repair. Consensus of the group was to have Jim Bussard prepare a report on structural repair for the building.

11. Economic Development Department Update. PMDM Howell reported for Port Economic Director Rains. She said the Port Staff has been reviewing rezoning for the Port's Industrial Park and adding a mixed use designation. She said they are discussing remodels for existing structures and reviewing the next steps for the addition of the second flex building on Herman Creek Lane.

12. Adjournment. PC Groves thanked all for coming to the meeting and urged others to join in the weekly meetings to discuss preparation for the Nestlé project. CA Zimmerman explained the importance of keeping the group limited and that confidentiality will be of utmost importance.

Motion: CM Helfrich moved, seconded by PC Cramblett, to adjourn. The motion passed unanimously. The meeting was adjourned at 9:03 PM.

Prepared by
Kathy Woosley, City Recorder

APPROVED:

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Jess Groves, Port President

"The Heart of the Columbia River Gorge"

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CASCADE LOCKS

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To: The Joint Work Group for Economic Development

Fr: Gordon Zimmerman, City Administrator

Re: JWGED Report

Dt: October 15, 2013

First, let me apologize for my absence. I am attending the Oregon Municipal Electrical Utilities annual conference. This is my first conference and I felt the need to be there since Tracy Hupp will be ending his service to the City in December.

I would like to update you on the following areas of interest to the City of Cascade Locks:

Master Water Plan

The City will be receiving the Master Water plan at our Oct. 28 Council Meeting. The Council will need to discuss the various projects, prioritize the selected projects, and determine the funding. I am assuming the City will seek a "one-stop" meeting with all applicable State Agencies which will give us options to choose from.

Wastewater Facilities Plan

The City will also be receiving the Wastewater Facilities Plan from the engineers at Anderson-Perry. Based on this plan, the City will need to apply for funding for a complete Master Wastewater Plan of which the Facilities Plan is part. We are shooting for an application for funding to the Infrastructure Finance Authority by the end of November.

Electrical Master Plan

The City needs to have the experts determine the direction our electrical utility should go. It has been quite a while since the utility was reviewed. With the increased load that is going to be generated at the Industrial Park, we must have a plan in place that directs our development. We will need to apply for funding (or appropriate money for funding) in the next Fiscal Year.

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Community Development Code Updates

We have heard that our Community Development Code has some areas that need to be reviewed. In requesting funding from the State it was clear that the direction the State would like to take the code is in the direction of "smart" development – how can we fit more people into less space. I am not convinced that our code is deficient. It does seem a bit process heavy, but that process keeps us out of trouble. As we encounter development that challenges our CDC, we can address the issues at that time. This may be a slower process, but it more affordable and it does not force us into a one size fits all box that may not fit us.

Public Works Design Standard Updates

The Port has identified some areas of our Public Works design standards that do hinder a business from coming into our industrial park. The City will work with our engineers to address these areas and make the necessary corrections. For example, the Design Standard calls for 4000 gpm for fire flow in the industrial park, but building codes and our Master Water Plan call for 2500 gpm. We will need to make the design standards consistent with building codes.

Street Vendor Ordinance

Please find a copy of Ordinance 425 attached. The City Council would like your comments and suggestions to improve this ordinance. To be clear, this ordinance is only for those vendors who are here all summer. It does not pertain to those that are here for specific events such as Sternwheeler Days or Historic Highway Revived celebrations.

Thanks for all the work you do on behalf of our community.