JOINT (CITY/PORT) WORK GROUP FOR ECONOMIC DEVELOPMENT

Meeting Notice and Agenda
Thursday, March 29, 2018
7:00 PM
City Hall Council Chambers

1. Call To Order/Pledge of Allegiance

2. Welcome and Self-Introductions

3. Adoption of meeting minutes of January 25, 2018

4. Citizen Input

5. City/Port Issues:
   a. Discussion of the JWGED members to determine if any information or facts needs to be sent to the broader community
   b. Port Economic Development Activities
   c. City Economic Development Activities
6. Reports from Other Agencies.

7. Other Matters

8. Next Meeting: April 26, 2018

9. Adjournment

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for person with disabilities, should be made at least 48 hours in advance of the meeting by contacting the City of Cascade Locks office at 541-374-8484.

1. **Call to Order/Pledge of Allegiance**. The JWGED was called to order by PP Groves at 7:00 pm. Members present were PP Jess Groves, PC Brad Lorang, Citizen Members Gary Munkoff and Bernard Seeger and Mayor Tom Cramblett. Also present were City Administrator Gordon Zimmerman, Mount Hood Community College (MHCC) Representative Aaron Sorenson, Mid-Columbia Economic Development District Representative Amanda Hoey, Deputy Recorder Marilyn Place, Kate Stuart and Ray Cless.
2. **Welcomes and Self-Introductions:** All in the room introduced themselves.
3. **Adoption of meeting minutes November 30, 2017. Motion:** Mayor Cramblett moved to adopt the minutes from November 30, 2017. PC Lorang seconded. The motion passed unanimously.
4. **Citizen Input:** None.
5. **City/Port Issues:**

   a. **Discussion of the JWGED members to determine if any information or facts needs to be sent to the broader community**. None.

   b. **City Economic Development Activities.** CA Zimmerman summarized issues regarding the City. He reported on the water line project and its progress. He said Crestline, which is the company contracted to do the work, is bringing in a second crew to begin the work at Herman Creek bridge. CA Zimmerman said that there will be alternating lane closures over the bridge and at times both lanes shut down with traffic being detoured. He said Crestline will provide detour signage.

   CA Zimmerman said Crestline will provide general notification a week ahead of time when they shut off the water so they can make the transition from the old waterline to the new waterline. He said it will be the City's responsibility to go door to door with a 24 hour advanced notice to the residents being affected by the shut off. CA Zimmerman said at the time of the door to door notification the residents will also be advised to open the valves on their bathtubs and keep the valves closed on their kitchen sinks. He said this will prevent damage to kitchen faucets because with the transition to the new line, dirt and tiny pebbles unavoidably get caught in the flow and that can damage fragile kitchen sink screens.

   CA Zimmerman said the bids have been advertised for the Water Reservoir Tank Project on Moody. He said the bid opening will be February 15th and that will give us a good indication on the next step for the well development.

   CA Zimmerman reported the City Council has given their directive regarding the rate increase for the water project. He said they settled on $1.25 for the corrosion control along with $10.00 for the water rate increase to go into effect March 1st with an additional $10.00 September 1st. He said the incremental increase will be less impactful to the residents rather than all at once.

   CA Zimmerman said our waste water treatment plant is in need of 5.25 million dollars in necessary upgrades. He said DEQ will loan us 1.1 million dollars towards the project with 50% loan forgiveness and the USDA will give the rest with a 33% loan forgiveness. He said when we complete the upgrades to the treatment plant, combined with the water project, our infrastructure will be up to code except for our streets. He said the upgrade to the waste water treatment won't begin until 2019.

   PP Groves asked how much will the rates for sewer and water increase for the residents. CA Zimmerman said it depends on individual usage but for the average resident for water, it will be

approximately $20.00 to $40.00 per month and for sewer it will be approximately $17.00 to $18.00 per month. He said the combined increase for both, depending on the usage will be $40.00 to $60.00.

PP Groves expressed concern on how the residents will react to a rate increase being used to offset the cost of a sewer plant upgrade when in the past they've heard the plant was underutilized. CA Zimmerman responded saying the pumps, valves and collection lines have a combined life of 20 years whether they are used to capacity or not. He added in 1998 when the City Council at that time voted to upgrade the system they opted to save money by not having a grit removal system put in. CA Zimmerman said not having a grit removal system is the leading factor in the degraded state of the entire plant. Mayor Cramblett agreed saying the sewer plant is 20 years old and it's being fed by a system that is over 50 years old which is allowing grit to pass through causing severe corrosion. CA Zimmerman added the age and condition of the older system in its current state is not compliant with DEQ and will not handle the growth that is projected for the City.

PP Groves asked what other options are available to us other than the current plan. CA Zimmerman said the Master Plan uncovered all the other options and either they weren't cost effective or they did not accomplish the required repairs and upgrades we need.

PP Groves asked would the bond debt from the sewer and water loans stop us from getting money for other necessary projects that could arise in the future. CA Zimmerman said no because we generally don't bond any other types of projects, except street repairs. CM Seeger said the types of bonds we are getting for the sewer and water projects are revenue bonds which are segregated from general obligation bonds and won't affect debt capacity for the City at all.

c. Port Economic Development Activities – PP Groves said the two Flex buildings at the Herman Creek business development (Flex 2 and 4) are moving right along. He said there are already businesses slated to go into those building as soon as they are complete. PP Groves said the Renewal Work Shop is taking one third of Flex 2 plus 20 feet to the west of their existing building now. He said the Cidery will take the other two thirds of Flex 2. PP Groves said a company named Lets Truck is moving into half of Flex 4 and they will have a commercial kitchen in there. He reported in the other half of Flex 4 there is an electrical engineer who decided to get into the cardboard recycling business and will be using that space.

PP Groves said Thunder Island Brewing has another year contract with the Port before their new building is open up on WaNaPa. He said the company that is building a restaurant brewery with retail space across from the East Wind Drive In will begin construction sometime this spring. He said the Heuker Brothers will start the construction on their Seafood Company in the industrial site this spring.

PP Groves said discussions with another party interested in building a 15,000 square foot building at the Port industrial area is taking place as well as discussions with Insitu who is interested in the Port industrial area for a facility.

PP Groves asked if Arron Sorenson with Mt Hood Community College had anything new to report. Mr. Sorenson stated the last bond issue for the college did not pass and that will affect programs the college can offer. He said a second faculty member is being hired for the mechatronics program where attendance is great. He said the college has decided to restructure the fermentation science certificate from a two year program to a one year brewery tech program due to content.

Amanda Hoey spoke about the economic development strategy that MCEDD is currently going through. She reminded the group that MCEDD does offer resources for new businesses to develop in the Gorge.

7. **Other Matters:** CM Bernard Seeger said he had heard the City is considering a code change for Accessory Residential/Dwelling Units or ADU's this summer and asked for more information regarding that. CA Zimmerman said in the proposal for restructuring the development code the City wanted to include ADU's and Short Term Rental regulations. He said on February 8th the Planning Commission will be considering restricting Short Term Rentals to 10% or less of the total residential units in the City. He said as the housing unit's increase we can allow for more Short Term Rentals. CM Seeger said he was interested in the option of the Container Homes as an ADU on his property and asked if that would be allowed? CA Zimmerman said as long as it's under 800 square feet and compliant with other lot specification it would be allowed.

8. **Next meeting: March 29th**

9. **Adjournment. Motion** PP Groves moved to Adjourn, seconded by Mayor Cramblett. The motion passed unanimously. The meeting was adjourned at 8:29pm.

Prepared by
Marilyn Place, Deputy Recorder

APPROVED:

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Jess Groves, Port President