

# **JOINT (CITY/PORT) WORK GROUP FOR ECONOMIC DEVELOPMENT**

## **Meeting Notice and Agenda**

**Thursday, May 30, 2013**

**7:00 PM**

**City Hall Council Chambers**

1. Call To Order
2. Welcome and Self-Introductions
  - a. City Representatives
  - b. Port Representatives
3. Pledge of Allegiance
4. Adoption of meeting minutes (from city) of March 28, 2013
5. **Discussion concerning City/Port Intergovernmental Agreement**
6. Adjournment

### **Attachments:**

March 28, 2013, Minutes  
Port Economic Development Letter

1. Call To Order. Port Commission President Groves called the meeting to order at 7:00 PM.
2. Welcome and Self-Introductions. Joint Work Group Committee Members present were Mayor Tom Cramblett, Port Commission President Jess Groves, and Port Commissioner Brenda Cramblett. JWGM's not present were City Councilors Jeff Helfrich and Bruce Fitzpatrick. Also present were City Administrator Zimmerman, Port Interim General Manager Paul Koch, City Recorder Kathy Woosley, Dave Palais, Gyda Haight, and Camera Operator Betty Rush.
3. Pledge of Allegiance.
4. Discussion with the community on economic development. PCP Groves gave some highlights of the Joint City/Port meeting regarding the steps to be taken to get the industrial property ready for businesses. Mayor Cramblett reported that the Council is moving toward Option 4 in the Water Master Plan Update.

PCP Groves said that there needs to be a Memorandum of Understanding between the Port and the City on water rates for possible businesses.

Mayor Cramblett reported on a Small Cities Meeting that he attended in Maupin. He said all cities are dealing with the same issues as Cascade Locks. He said something Cascade Locks has is a partnership with the Port for economic development. He said in tough times people need to work hard and work together and we'll get through it.

PCP Groves said private loans may be necessary to accomplish some of these things with the limitations of federal funding. He said the Port is also working on the bridge issues and need to find funding for that.

5. Adoption of meeting minutes. **Motion:** Mayor Cramblett moved, seconded by PC Cramblett, to approve the February 28, 2013 minutes. The motion was passed unanimously.
6. Review of the Nestle Fact Based information piece. Mr. Palais mentioned that the Fact Sheet has the previous Port General Manager's email address listed on it and wanted to make sure those emails were getting directed to the proper place.

Mayor Cramblett commented that the City and the Port are gathering all the information that they can and doing due diligence for Nestlé to develop in Cascade Locks. He said it is important for the City to develop and present this Fact Sheet.

PCP Groves said the Port will be holding a Town Hall meeting in Stevenson, Washington on April 10<sup>th</sup> or 11<sup>th</sup>. He said this meeting could be used to discuss other topics but will be holding the meeting to hear about the affects to businesses in Washington due to the Bridge of the Gods issues.

7. Report from Port on Washington, DC, Trip. PCP Groves reported on the trip to Washington, D.C. He said it means something when you are looking at someone in the eye and explaining the problems to them. He said the Port's main goal in going was to talk about possible funding for the bridge issues and also to discuss the possibility of getting natural gas in Cascade Locks.

PCP Groves said they were asked by several senators how things were going with Nestlé. He said they were told that the project is still moving forward.

8. List of Other Initiatives. PIGM Koch reviewed the other initiatives that the JWGED discussed at their last meeting. Mayor Cramblett stated that he could flex his schedule to join PCP Groves to meet with the governor and to schedule times for citizens to be able to discuss economic development issues.
9. Other Matters to Discuss. PIGM Koch said the Port is continuing with the 10-12 hour schedule for flagging on the bridge. He said the Port received flagging equipment from the Transportation Department in Washington. He said there may be some funding opportunities available from the Ways and Means Committee in Washington for the bridge issues.

CA Zimmerman said the WaNaPa Street Development project is still on the state's list for funding and plan to meet to provide more scoping for the project.

Mr. Palais asked about the status of Bruce Sorte's report on economic impacts. PIGM Koch stated that the City and the Port wrote letters requesting the report. He said we haven't seen the report yet.

10. Adjournment. **Motion:** PC Cramblett moved, seconded by Mayor Cramblett, to adjourn the meeting. The motion was passed unanimously. The meeting was adjourned at 7:50 PM.

Prepared by  
Kathy Woosley, City Recorder

APPROVED:

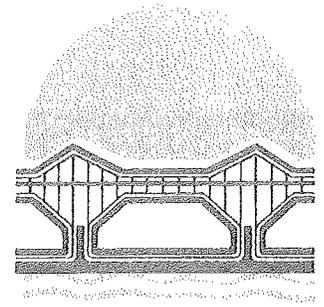
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Jess Groves, Port Commission President

May 7, 2013

Hon. Mayor Cramblett Members of the City Council:

During the past year, the City has been in the process revising and updating its Water and Sewer Master Plans. We applaud you for getting these two infrastructure plans started. Both are very critical to the successful economic development of the community. As the Port has committed to the creation of new jobs and bringing in new businesses to the community, we must rely on the City to provide and maintain the necessary infrastructure.



port of cascade locks

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In the spirit of cooperation and partnership to benefit the community, we have identified some concepts and ideas that we feel must be included in both the water and sewer master plans in order for the Port to be able to deliver jobs, new businesses and to enhance our local economy. It is our feeling that at this time in our community, nothing can be as important as the creation of new jobs for our citizens.

With regard to the Water Master Plan we make the following recommendations;

1. Include the concept of adding a 12- inch water line into the Industrial Park area to serve industrial needs.
2. Provide for the drilling of a new well to serve businesses in the Industrial Park.
3. Provide in the Master Plan for the construction of a 250,000- gallon reservoir in the Industrial Park to guarantee adequate fire flows and water service.
4. Include a possible land or resource exchange with the Port for property it is acquiring from the forest service.
5. Provide for an engineering study of the property foreseen in #4 above taking into account the geological overlay that may exist on this property.
6. Creation of a tiered Industrial Water User Rate that incentivizes future industrial development.

With regard to the Sewer Master Plan:

1. Include the concept of decentralization to better serve the industrial area.
2. Include the concept of new technology approaches that would accommodate the three city partnership as well as provide for the increased capacity that may be necessary to serve all sorts of industrial users.
3. Include the concept of annual servicing and maintenance of the current plant to achieve the most effective and efficient operations possible.
4. Include the removal of the electric department pole and equipment storage just south of the sewer treatment plant so as to make a better more attractive appearance and consider this property in trade for the new water tank property foreseen in the Water Master Plan suggestions listed in #4 above.

5. Creation of a tiered Industrial User Rate that incentivizes future industrial development.

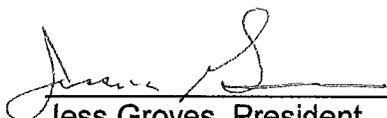
With regard to the Cascade Locks Electric System:

1. Recognize location of a future city sub-station on Port property near the industrial park and on current Port property in a location to be determined in the future.
2. Acknowledge the need for a road into and out of this area to facilitate access to this new sub-station location in case of emergencies.
3. Complete installation of additional mgws of power into existing conduits already located in the Industrial Park on Cramblett Way to enhance electric service to the Industrial Park..
4. Work with the Port to relocate the electrical poles and line which currently run through the middle of the property immediately north of Bear Mountain to a location that will better allow the development of this strategic property in the very near future.
5. Creation of a tiered Industrial User Rate that incentivizes future industrial development.

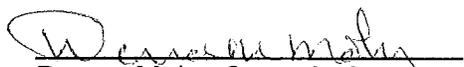
The inclusion of these ideas and suggestions in City plans will help to facilitate the creation of new jobs in the community. We feel that the timing is just right for us to work together to change our direction and priorities so as to benefit our community. We will be providing you with maps and diagrams in the near future dealing with many of these issues.

Finally, it is our recommendation that the City and Port immediately negotiate and enter into a new IGA to help cement our relationship and to continue or joint efforts at job creation. This proposed IGA is intended to clarify all the pertinent matters between both jurisdictions and significantly assist the community to grow and prosper. It is our hope that we can conclude such an IGA within the next 30 days so that we do not slow the job development potential currently near at hand.

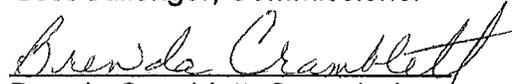
Sincerely,

  
\_\_\_\_\_  
Jess Groves, President

  
\_\_\_\_\_  
Joenne Caldwell, Commissioner

  
\_\_\_\_\_  
Donna Mohr, Commissioner

  
\_\_\_\_\_  
Scot Sullenger, Commissioner

  
\_\_\_\_\_  
Brenda Cramblett, Commissioner

Following are the sample draft concepts for inclusion in the City-Port IGA.

1. **Water System:** The City and Port shall agree to the specific enhancements to be made to the water system within the boundaries of the Port and Industrial Park so as to support and encourage economic development. Specific Master Plan enhancements will include the drilling of two wells on Port property, water lines and a reservoir all to be constructed to City Standards and eventually all or a portion of these amenities may be turned over to the City for operations and maintenance. The focus of water service shall be to provide adequate water to serve the Industrial Park as well as providing sufficient and back up water to the Fish Hatchery.
2. **Waste Water Treatment:** The City and Port shall agree to specific waste water system and plant enhancements so as to allow for adequate and proper treatment to serve the needs of industrial users of the waste water system.
3. **Electric Service:** The City will create an industrial electric rate that incentivizes the development of industrial businesses in the Ports Industrial Park. Based on the standardized rate, the City and Port shall negotiate and work together to create any special rates that may be required and necessary for the increase of jobs and new businesses in the community. To enhance job growth and new businesses, the City and Port will work together to establish rates that will lead to new jobs as may be necessary from time to time. The Port will negotiate and make available land or other resources to assist in the efficient delivery of electric service to include property for the location of any needed Sub-Station or other enhancements.
4. **Expense and cost sharing:** The City and The Port shall meet and develop specific expense, cost sharing and reimbursement policies and procedures as may be required to enhance industrial growth, job development and to encourage strong economic growth within the community.
5. **Rates and SDC's:** The City shall establish industrial water, sewer and electric rates that incentivizes new and existing businesses in town. The use of traditional approaches to the costs for these basic services as well as late comers' agreements and other strategies to encourage economic development will be utilized.
6. **Reimbursement:** The City and Port shall develop specific policies to ensure that each jurisdiction pays its own share of the provision of infrastructure. Both jurisdictions agree to develop appropriate methods to reimburse the other for any costs encumbered to extend or provide the infrastructure.

7. Efficiency and Effectiveness Enhancements: Both jurisdictions agree to constantly look for, plan and implement work effectiveness strategies that would enhance the community. Such strategies as shared equipment, joint funding of major pieces of equipment, work crew coordination etc., shall be planned between the two jurisdictions. Such approaches as combining maintenance and construction crews, shared financial systems and shared purchasing will be encouraged.