



PUBLIC MEETING: Port Commission Meeting

DATE: Thursday **July 6, 2023, 6 PM**

LOCATION: Cascade Locks City Hall 140 Wa Na Pa St, Cascade Locks, OR 97014

<https://us02web.zoom.us/j/85806615790>

## AGENDA

- 1) Commission meeting called to order
  - a. Pledge of Allegiance
  - b. Roll Call
  - c. Modifications, Additions and Changes to the Agenda
  - d. Declarations of Potential Conflicts of Interest
- 2) Swearing in Ceremony of Newly-Elected Commissioners – Secretary Keriane Stocker
- 3) Public Comment (Speakers may be limited to three (3) minutes)
- 4) Presentations
  - a. Legislative Update – Mark Johnson – [Page 2](#)
- 5) Election of Port Commission Officers
- 6) Appointment of Commissioners to Sub-Committees
  - a. Sternwheeler Advisory Committee
  - b. Economic Development Advisory Committee (EDAC)
  - c. Bridge Advisory Committee
- 7) Consent Agenda (\*\*Consent Agenda may be approved in its entirety in a single motion. Items are considered routine. Any Commissioner may take a motion to remove any items from the Consent Agenda for individual discussion).
  - a. Approval of minutes for Commission Meeting from June 1, 2023 and June 15, 2023, minutes for Special Commission Meeting from June 26, 2023 as well as for minutes for Budget Meeting from May 17, 2023, May 25, 2023 and May 30, 2023 – [Page 5](#)
  - b. Ratification of bills in the amount of \$974,055.70 – [Page 38](#)
  - c. Approval of payroll for 06/20/2023 in the amount of \$50,109.51
- 8) General Manager Report
- 9) Commissioner Reports
- 10) Business Action Items
  - a. Approval to Update Bank Signers for Umpqua Bank: Remove Dean Bump and John Stipan as bank signers, add Newly-Elect Commissioner Carrie Klute and Newly-Elect Commissioner Albert Nance and add the Port General Manager as bank signers – Melissa Warren
  - b. Determination of Future Commission Meeting Date
  - c. Approval to Upload Video Recordings to YouTube
- 11) Executive Session under ORS.192.660(2)(e) Real Property Negotiations
- 12) Adjournment

# As Lawmakers Start Doling Out Cash, Bridge of the Gods Loses Funding While a Bend Project Gains It

One of the sponsors of a bridge funding bill says he's "shocked and appalled" at last-minute maneuvering.



**Bridge of the Gods.** (Rigucci/Shutterstock)

By [Nigel Jaquiss](#) June 20, 2023 at 5:59 pm PDT

The Oregon Legislature's Joint Committee on Transportation [adopted an amendment](#) May 16 to House Bill 3622, which lays out funding for three bridges earmarked for upgrades: the Burnside Bridge in Portland, which Multnomah County has identified as the city's east-west passage in the event of a big quake; the rickety Hood River-White Salmon, Wash., bridge across the Columbia River, which is set for replacement; and the 97-year-old Bridge of the Gods at Cascade Locks, which needs seismic work.

The amendment included figures the committee thought were appropriate as initial funding: \$20 million each for the Burnside and Hood River bridges and \$6 million for the Bridge of the Gods. Supporters of all three projects had reason to expect those amounts to show up in end-of-session funding bills printed after some Senate Republicans returned to work June 14.

Washington previously [appropriated \\$75 million](#) for its share of the Hood River bridge. Backers of the Bridge of the Gods project, which also crosses the Columbia, hoped the \$6 million from Oregon would trigger a match from Washington for that project.

But when [details of House Bill 5030](#), a lottery bond-backed funding bill for transportation projects, got printed over the weekend, the result contained funding for the Burnside and Hood River bridges but nothing for Cascade Locks.

One of the chief sponsors of HB 3622, Sen. Daniel Bonham (R-The Dalles) pronounced himself “shocked and appalled” that his colleagues removed funding for the Cascade Locks project, which lies in [his district](#).

“I was asked to sponsor a bill that included funding for three bridges (Burnside, Bridge of the Gods and Hood River),” Bonham says. “That bill included a project labor agreement that I opposed in conjunction with the Burnside project, but I accepted that bad concept in order to move forward with the global investment in the the necessary bridge projects. To see the Bridge of the Gods removed feels like a betrayal of the commitment I made to sponsor the bill to begin with.”

Bonham adds that it’s particularly galling because another project funded under the auspices of the Oregon Department of Transportation in HB 5030—\$5 million for a bicycle-pedestrian overpass over Highway 97 and railroad tracks along Hawthorne Avenue in Bend—got funding.

“My understanding of the Bend project is it is very much still conceptual and was not a part of any public process in Salem,” Bonham says.

Bonham, of course, is one of the Republican senators who walked out of the Capitol on May 3. When Senate Minority Leader Tim Knopp (R-Bend) negotiated a return last week, Bonham stayed out, only returning today, after the amendment to HB 5030 with the funding list had been printed. The Bend project is in Knopp’s district.

Bonham declined to address whether he was being punished and Knopp rewarded. “I’m not going to speculate on that,” he says.

A spokesperson for Knopp didn’t respond to a request for comment.

Connor Radnovich, a spokesman for Senate President Rob Wagner (D-Lake Oswego), denied the funding decisions were aimed at rewarding Knopp and punishing Bonham.

“There were lots of requests for lottery bonds, and not everything could be fulfilled,” Radnovich says. “My understanding on the Bend component is that was a standing request for some time.”

But Rep. Susan McLain (D-Forest Grove), co-chair of the Joint Transportation Committee, says she’s mystified by the funding for the Bend project. Her committee never discussed the project this session.

“I don’t know where the Bend project got airspace,” McLain says. “We had no information about it.” She adds that she’s already heard from unhappy supporters of the Bridge of the Gods project.

“We’ll keep working on the Bridge of the Gods project and hope to bring it back next year,” she says.



**Nigel Jaquiss**

News reporter Nigel Jaquiss joined Willamette Week in 1998. He covers politics.

*Willamette Week's journalism is funded, in part, by our readers. Your help supports local, independent journalism that informs, educates, and engages our community. [Become a WW supporter.](#)*



PUBLIC MEETING: Port Commission Meeting

DATE: Thursday **June 01, 2023, 6 PM**

LOCATION: Cascade Locks City Hall 140 Wa Na Pa St, Cascade Locks, OR 97014

<https://us02web.zoom.us/j/85806615790>

## MINUTES

- 1) Commission meeting called to order 6:02 PM
  - a. Pledge of Allegiance
  - b. Roll Call
    - i. President Groves
    - ii. Vice-President Lorang
    - iii. Commissioner Caldwell
    - iv. Commissioner Stipan
    - v. Commissioner Bump
    - vi. Members of the Staff – GM Jeremiah Blue, Secretary Keriane Stocker, Accountant Chuck Mosher
    - vii. Members of the Public – Brenda Cramblett of Cascade Locks; Zoom Attendees – Olga Kaganova, Carrie Klute, iPhone.
  - c. Modifications, Additions and Changes to the Agenda
    - i. GM Blue informs that there was an oversight in the agenda that was printed, and it should also include the approval of minutes for the Commission Meeting from May 18, 2023. He also requests to remove the executive session as there isn't one for the meeting.
  - d. Declarations of Potential Conflicts of Interest
- 2) Public Comment (Speakers may be limited to three (3) minutes)
- 3) Presentations
  - a. Legislative Update – Mark Johnson
    - i. Johnson asks if any of the Commissioners have seen the progress on the Harvey Road parking lot, as they started about three weeks ago. C Stipan replies that he had gone up a couple of weeks ago. Johnson relays that there has been great progress being made by the contractor, things are moving up there fast, they have leveled it and are putting in the infrastructure down at the bottom of the hill, the sewer and storm sewer and so it is going well. He points out that it is an odd thing for a port to randomly build a parking lot, but it isn't just a random project. In 2020, the Port obtained a Travel Oregon grant for \$25,000. Initially, the Port was going to put in a simple gravel parking lot. But then, the Port was awarded ARPA monies from Senator (Chuck) Thomsen and the legislature, they decided on doing a nice, paved parking lot with restrooms and that is what they are in the process of doing. Today, the deadline for using that \$25,000 was May 31, so the Port has written out a check today for \$24,826.32 which covers the majority of the city infrastructure fees and hookups for water. Johnson just wanted the Commission to know that the \$25,000 grant they had

obtained almost three (3) years ago has been put to good use now into that project. He comments that back in 2005, the Port wanted to put some money into a study on the feasibility of mountain biking as an economic development driver for the community. C Caldwell mentions that it was Pat Albaugh (previous Port Finance Director). When the study came back, it showed that mountain biking could be a real viable opportunity for Cascade Locks. So, the Port began a partnership with the Northwest Trail Alliance to develop a 26-mile mountain bike trail. It has only turned out to be sixteen (16) miles of bike trail, but it will tie together with the Gorge 400 Trail to provide some new opportunities and is going to be amazing when it is done. The permitting process with the Forest Service took years and years and years and thanks to folks like Paul Koch who pushed the process, and the Commission that supported it, the Port finally got the Forest Service to sign off on the permit in 2022. One of the criteria for that sign-off was that the Port would provide parking on that west-end of the trail. Harvey Road happens to be perfectly located for that development. The Forest Service is going to provide additional new parking over on Herman Creek Road, on the east side of the trail. It is a hope that the community appreciates that the Port is donating some really prime real estate for this parking lot because that land is also residential. The community should appreciate the vision and the dedication of the Commission to see this to fruition. Johnson also adds that the Port partnered with Northwest Trail Alliance and the Forest Service for a Oregon Parks and Recreation Development Grant which the Port has received and is trying to work on getting that thing implemented for phase one of that new trail development which is happening over at Herman Creek. He informs that there are three (3) miles of new trail that will be built by volunteers, there will be three (3) miles of new trail built by a contractor for \$149,000 grant that the Port obtained for that. Johnson does not think [the project] has been told well enough in the community. He adds that he does not think people really appreciate the great lengths the Port has gone to proactively put in recreation infrastructure. He remarks that it is going to benefit the city tremendously because it is going to take cars off the streets, and a lot fewer cars parking on neighborhood streets. The parking lot is the most critical piece of infrastructure and location in the Gorge, [that is where] the PCT comes into town, the Gorge 400 trail cuts right through, and the new Cascade Locks trail systems is going to take off from there as well. Johnson states that [the parking lot] is a nexus where all this comes together, concluding that the Port is going to provide great surface parking and eventually it will have wonderful bathrooms and showers. C Caldwell thanks Johnson for all his help. She comments that she remembers that the Forest Service were the ones that were spearheading [the project] and the Port was partnering with them to try to help them, but they were going to be financing all of this. Then [the Forest Service] started losing money and could not stay involved in this. Through Pat Albaugh's dedication and advice, really helped the Port see the importance of this project and the Port took over the financial responsibility and a lot of the permitting. P Groves adds that the Port had [already] exchanged property with the Forest Service, and it is a huge

process to change properties. Another issue was that the Port put \$100,000 into NEPA (National Environmental Policy Act) because the Forest Service to finish the [...]. Those two (2) issues were the Port's real involvement in the project. Johnson moves on to discuss House Bill 3622, also known as the Local Bridges Bill. It includes the Bridge of the Gods, the Burnside Bridge in downtown Portland and the Hood River Bridge Replacement Project. He mentioned that in the last meeting, he had informed the Commission that at the beginning of the legislative session, each bridge included in the bill started off with their own stand-alone bills. Johnson believes Burnside Bridge was asking for something like \$300M, Hood River was asking for about \$125M, and the Port was asking \$6M. The legislature advised them to significantly scale back the asks and only talk about what each project needed for the next biennium. Hood River Bridge scaled down to \$20M, Burnside Bridge is down to \$20M, and the Bridge of the Gods is still at \$6M. Johnson informs that the Chair wanted them to combine their efforts into one bill, which they did and [the Chair] called it the "Local Bridges Bill", as opposed to the other big issue, the I-5 Bridge Replacement Project. House Bill 3622 was passed in the Joint-Transportation committee with no opposition and is currently down in the Ways and Means Committee. Johnson also mentions that in September, the Washington Joint-Transportation Committee is going to be doing a three-day tour of all the Columbia River bridges, from Astoria to The Dalles. They plan to be in Cascade Locks on September 27<sup>th</sup>. Two (2) Transportation chairs, the House and Senate Transportation chairs, as well as 10-15 committee members will be coming down to do a hands-on look at the bridge. Due to this, he urges that progress really needs to be done on getting a bi-state bridge group formed and an IGA written. He re-emphasizes that this is not a plan for Skamania County taking over bridge tolls it is only a partnership to give Washington legislature a means to funnel money to an Oregon bridge. C Stipan mentions that a couple of meetings ago the Commission approved a letter to support House Bill 3622. He comments that a lot of people that he has spoken to have asked about the support letter, however he has not seen it. Johnson replies that it may have been regarding his testimony that he had given to the Transportation Committee for the bridge funding bill. C Stipan asks for clarification on Section 4 on the House Bill. Johnson explains that the July 1, 2023 mentioned is boilerplate language that accompanies most policy bills because there has to be an operative date about it takes effect. C Stipan asks, "From the layman's point of view, so this House Bill was already approved?" Johnson answers, "It was passed out of the Policy Committee, but the bill itself is going to continue. It is going to be the projects in [the House Bill] that are going to be placed in another funding bill. It was just a vehicle to get our request down to Ways and Means which are the guys that write the checks." C Stipan inquires whether the bridge strengthening includes the bike-ped lane. Johnson replies that it will not be included in the \$6M but it will tell how expensive it is going to be to add that. He explains that [the Port] really doesn't know the seismic resiliency quotient of that bridge at all. They don't know the soils or the PSI (pounds per

square inch) of that concrete that is there. There is a lot the Port doesn't know. The Port will first be learning all that data and then with the engineering involved, they can figure the bike-ped lane. Johnson explains that if more weight is going to be added, they have to improve the structure itself to handle that load. That is all the information that can be learned for the \$6M from House Bill 3622 plus the other \$6M the Port is asking from Washington. At the end of that process, then the Port can put a price tag on what that will be and then determine where to go to get it. P Groves reminds the Commission first passed this idea, they were asking for \$40M and this is where it has resulted, after being recommended to go for a smaller ask and then, in a couple years, look at it again and build into it. What the Commission did was ask for what they were advised that they might be able to get. Johnson concurred that the Port went with a "piece-meal" method, and this would be the first time that the Port received State funds. He also adds that once [an entity] is a project of record, the [legislature] wants to see these projects continue. C Stipan asks that Johnson earlier stated that the sewer was not connected. Johnson explains that they will not connect to the city sewer for the purposes of flushing into it until the bathrooms are there to connect, but the infrastructure coming up Harvey Road for the sewer lines and the storm sewer lines will be there so the residential property uphill can connect to it.

- 4) Consent Agenda (\*\*\*)Consent Agenda may be approved in its entirety in a single motion. Items are considered routine. Any Commissioner may take a motion to remove any items from the Consent Agenda for individual discussion).
  - a. Approval of minutes for Commission Meeting from May 4, 2023
  - b. Ratification of bills in the amount of \$44,127.28
  - c. Approval of payroll for 05/19/2023 in the amount of \$39,444.27

**VP LORANG MAKES A MOTION TO APPROVE THE CONSENT AGENDA AS STATED; J CALDWELL SECONDS.**

- i. C Stipan makes a correction to the minutes from May 4, 2023. He notes that the minutes stated that he does not open his email until 5:45 pm but in truth, he opens them at 5:45 am. Therefore, he would like that stricken from the minutes.

**VP LORANG MOVES TO MODIFY THE MOTION TO STRIKE THE VERBIAGE IN 7.a.i; J CALDWELL SECONDS; Passed Unanimously.**

- 5) Commissioner and Sub-Committee Reports
  - a. C Bump has nothing to report.
  - b. C Stipan reports that he had a Fundraising Committee meeting with the Museum that went really well. He urges the Commission to volunteer to attend the Pony party, this year, on July 22<sup>nd</sup>. They are looking for sponsors, local businesses that can help sponsor the event, donations, etcetera. The Fundraising Committee will be meeting again on June 23<sup>rd</sup> to work out more of the details. The next board meeting will be on June 15<sup>th</sup>. They also talked about the Magical History Tour. They only discussed auction items as there is some hesitancy about where [the Museum] is going to have it. Until they decide on that, they are looking for donations for auction. C Stipan also mentions that



he believes that they have one more (Commission) meeting with him. He expresses that he really appreciates the rest of the Commissioners for coming up with solutions. He had heard and read the minutes for [May 15<sup>th</sup>] that President Groves said that they need to come out up with a solution, and that is what they have always tried to do, and he appreciates that.

- c. C Caldwell has nothing to report.
- d. VP Lorang informs that he went into Portland earlier in the day, down in the Clackamas area, and the company that built the container homes, Relevant Building, is down there, so he visited with the owner a bit and told them about the Port's thirty-five (35) acres of residentially-zoned property that is going to have a beautiful parking lot right at the trailhead for the PCT and [Gorge] 400. VP Lorang comments that [Relevant Building] has expanded their operations greatly, they have a lot more model homes, different models of their signature housing. The owner said they are working on a project similar sized to the Port's thirty-five (35) acres, down in Roseburg and mentioned that what they were working on is a kind of a land grant-type of model where the land is separated from properties. VP Lorang says he mentioned to the owner that the Port did not have any concrete design as far as what they are doing but that might work nicely for smaller homes. He comments that it might be a partnership that might work at some point, but he just wanted to touch base with [the owner] to see what they were doing, that they really expanded the variety of products, and the different types of things they're doing and felt it was a neat direction and [the homes] would certainly hold up well here on the Gorge.
- e. P Groves mentions that ODOT will be here in August for the Region 1 Act meeting, they will most likely want to use the pavilion. He states that it is a good time for the Port to discuss the intersection of Wa Na Pa and Toll House. ODOT has been talking about doing something for three to four years. He emphasizes that it really does need to be improved and a turning lane be put in. P Groves mentions that he has seen that the Port has been getting a lot of comments when the traffic backs up. He acknowledges that he understands but the traffic backups are normally 99% not the Port's fault. He brings up that on Monday there was an accident. C Stipan comments that he was stuck in that traffic. P Groves states that he brought a suggestion to Jeremiah (Blue, GM) that maybe there was something where, when in the area [phone notification] can pop up and offer a way for people to pay their toll right then, so when they reach the tollbooth all they have to do is show proof of payment. He also comments that he believes the Commission approved last year, at Jeremiah (Blue, GM)'s request, that the Port waives traffic under certain conditions. He asks GM Blue to clarify those conditions. GM Blue replies that he does not have the policy in front of him, but it is reviewed on a case-by-case basis. It has to do potentially with how many people working in the tollbooth at the time, whether there is a shift change that's happening, whether the accident has happened on I-84 and whether there are vehicles actually moving on I-84. If vehicles are not moving on I-84, it does not really matter where the traffic is, everybody is stuck. They will waive traffic through anytime an emergency vehicle comes through and has their lights; it is an "everybody-needs-to-go, get-out-of-the-way" situation. During winter, there are times where they will waive people. Sometimes the snow is really, really bad. People will come through the

tollbooth and find that I-84 is closed, the tollbooth will let those people through and not charge them; that is considered a waive-through. GM Blue states that they do as much as they possibly can to help alleviate that, in a situation like when the I-84 gets backed up and no vehicle is moving, all waiving cars through is going to do is put that traffic jam right at the T intersection of 14 and when the backup moves to the T intersection of 14, then they have a traffic jam that extends the length of the bridge and a lot of weight. When I-84 completely stops, the tollbooth acts like a sort of [ramp-meter], there is a sort of controlled traffic method that happens up there. If I-84 stops, it is just a matter of time before traffic stops again at the T intersection of 14, and they would rather have people stopped off the bridge. C Stipan mentions that he has seen Washington patrol on [the Washington] side, guiding traffic but he acknowledges that it probably does not entail a simple phone call. GM Blue states that they will also waive traffic if they get a call from ODOT or WSDOT. He adds that they tend not to view traffic [jams] as being dangerous as vehicles are going slower than they normally would be. Traffic [jams] are more of an annoyance that happens in populated areas more often than they do out here. ODOT and WSDOT typically do not view it as being dangerous, but if it extends for long enough ODOT or WSDOT will call them and ask to waive traffic and [the bridge] does when they do. C Stipan reiterates that the concern with the T intersection of 14 and traffic backing up on the bridge is that there will be too much weight on the bridge. GM Blue elaborates that it is not that the bridge cannot handle it, but when David (McCurry, STV, inc) does the calculations for the bridge, it has to be completely loaded up with the heaviest things that they could possibly have, plus some, but the long-term damage is what really adds up over time. P Groves adds that he is starting to get questions about the ethics situation on his self that was turned in by the previous general manager, Olga Kaganova, on a couple of his [...]. He has been working with the Ethics (Commission) and informs that it looks like they want to suspend this investigation based on information they are finding and information he has provided. P Groves wants everybody to be aware of that. His other concern is that there are a couple of local guys here that are playing some dirty politics as far as he is concerned. He states that Travis Preece, who owns the restaurant here, and Mr. Kim [...] is making comments about a fellow who graduated and grew up here in Cascade Locks and had been a [...] adjuster. His dream was to come back to Cascade Locks, lease some space from the Port to put a [...] adjuster together. P Groves informs that this person is a disabled Vietnam veteran and a lifetime resident of this community, grew up here, graduated from school here in 1967. He has a [...] adjuster and has gone through all the legal processes with it and has been working hard with investors. P Groves states that the person was doing pretty good with the investors up until COVID. P Groves thinks that it is a real shame that people are picking on a disabled veteran and make it sound like he is doing something wrong.

**6) Business Action Items**

**7) General Manager Report**

- a. The General Manager report is provided in the packet. GM Blue expands more on the Emerging Opportunity Grant that he has applied for. He mentions that it will cover any costs the Port incurred between December 1, 2022 and June 30, 2023, so he will be able to use it for the new engines, the keel coolers, the drydocking, and all of Mr.

Troutman's consultation. A lot of the money the Port has spent on the repowering of the Sternwheeler, the grant would be able to reimburse. This would also allow the Port to reserve the ARPA fund for different projects. He mentions that some of the other parts of the repowering project are going to come after the deadline to spend the money, so the Port is going to have to pay for some part of it in the end. It also leaves him a gap that he will need to fill with some projects that are doable and doable in a short period of time. He informs the Commission that earlier in the day, some people from Selfridge, the company that did the interior of the ship in Hood River, came out to look at the Sternwheeler. They identified what they thought was reasonable to get spent and that could be completed in this amount of time. They decided on new carpet and most of it is going to be a close replacement to what is already on the Sternwheeler, as the desire is to keep the aesthetics the same. There will be new wood flooring downstairs, and potentially wood flooring instead of carpeting upstairs, and new ceiling tiles. Selfridge suggested epoxy flooring, possibly with the Sternwheeler logo, to replace the orange flooring that goes where the buffet sits and into the galley. With these impressive updates, they can interest more operators and potentially increase ticket prices. GM Blue thanks Michael Held from Business Oregon for helping with the grant. C Stipan asks how much the grant is for. GM Blue replies that it is \$555,000 however he does not know that the Port will get all that amount. C Caldwell also comments about the Sternwheeler, saying that there has been years of commissioners and staff that did not have the will to make things happen, and she just wants to say that it is really refreshing to see the will to this vessel do what it was built to do. GM Blue gives thanks to Brittany (Berge, Special Projects Coordinator) and all the staff for helping, Steven (Hammrich) and Nikki (Adler) who has spent so much time cleaning the Sternwheeler. The Coast Guard was on the Sternwheeler on Friday for an inspection so that the Port could get their COI (Certificate of Inspection). Besides needing to replace one lifejacket, which has been ordered, the Coast Guard commented that the boat has not looked so good in eighteen (18) years. Before closing, GM Blue mentions that they still need community representatives on the Economic Development Advisory Committee.

**8) Executive Session under ORS 192.660(2)(e) Real Property Negotiations and ORS 192.660(2)(h) Legal Counsel regarding Litigation or likely Litigation to be Filed**

**9) Adjournment 6:57 pm**

Port of Cascade Locks

---

Port Commission President  
Jess Groves

---

Port Commission Secretary/Treasurer  
Joeinne Caldwell

---

Date Signed

---

Date Signed



PUBLIC MEETING: Port Commission Meeting

DATE: Thursday **June 15, 2023, 6 PM**

LOCATION: Cascade Locks City Hall **Library** 140 Wa Na Pa St, Cascade Locks, OR 97014

<https://us02web.zoom.us/j/85806615790>

## MINUTES

- 1) Commission meeting called to order 6:00 PM
  - a. Pledge of Allegiance
  - b. Roll Call
    - i. President Groves
    - ii. Vice-President Lorang
    - iii. Commissioner Caldwell
    - iv. Commissioner Stipan
    - v. Commissioner Bump
    - vi. Members of the Staff and other Support – GM Jeremiah Blue, Secretary Keriane Stocker, Accountant Chuck Mosher, Accounting Specialist Melissa Warren, Government Relations Consultant Mark Johnson, Attorney Tommy Brooks, Project Engineer Darrin Eckman (Tennessee Engineering)
    - vii. Members of the Public – Brenda Cramblett of Cascade Locks, Carrie Klute of Cascade Locks; Zoom Attendees – Brittany Berge, Randy Holstrom, Olga Kaganova, Chris Matlock, John S Cascade Locks, Pam T, Sofia Urrutia-Lopez, Shania Weldon, iPhone
  - c. Modifications, Additions and Changes to the Agenda
  - d. Declarations of Potential Conflicts of Interest
    - i. C Caldwell declares a potential conflict of interests.
- 2) Public Comment (Speakers may be limited to three (3) minutes)
- 3) Open Public Hearing for Budget 2023-2024 – Commission President Groves
  - a. P Groves invites the public to make a comment or ask questions regarding the budget for 2023-2024 under ORS.294.473, at 6:02 pm
  - b. Budget Hearing closed at 6:05 pm
- 4) Presentations
  - a. Bridge of the Gods Trailhead Parking Lot Update – Darrin Eckman
    - i. Eckman reports that the contractors started work on May 1<sup>st</sup> and are progressing fairly well. There was a hiccup initially when they first started. That was about same time period that the tunnels were close to oversized loads coming up from the Portland-Metro area, so they lost about a week's worth of time with their larger equipment that could not be transported otherwise. Right now, their original schedule was to be completed by July 12<sup>th</sup>, the actual contract completion date is towards the end of July, probably around July 20<sup>th</sup>. Eckman informs that the majority of the underground utilities are in place at

this point, they have one more catch basin to install. Next week, they will be doing grading on the on the roadway getting ready for curbs, likely next Thursday, and then the following week, they will do the flat or the sidewalk behind the curb and then pad where the restroom will be set. The fencing subcontractors are supposed to be in next week to put up the fencing around the stormwater detention ponds. He adds that they approved their first pay request late last week for about a quarter of the project, it was right around \$126,000, \$125,000. Eckman also informs that when they went to tie into the sanitary sewer manhole down at Undine (St) and Moody (Ave) was a massive overboard concrete. They were probably chipping close to a day; that tie in should have taken half a day, realistically, and they probably spent close to a day and a half. Whoever set that earlier toward just poured a gob of concrete and extended it for two, two and a half outside the manhole and just some depth so they had some problems and compounding that was they found the groundwater was relatively higher at that specific location. Eckman comments that fortunately, they have done the majority of the underground work at this point and they have not encountered any solid rock or boulder excavation, so he feels that those two costs likely will be real close to offsetting. He also informs that there is a significant amount of both surface water and groundwater that comes in there, like the Harmony Heaven area. It's surprising how much there has been an area that city has managed to capture the majority at least to the surface water and is conveying that through a storm drain system over into the remnants of Dry Creek. C Stipan asks about fire hydrants. Eckman replies that they put one in, the Port had one surplus from a different project. C Stipan comments that the City has had trouble with water pressure over there and wants to make sure that the installer ensures that the hydrant has substantial pressure. Eckman answers that unfortunately, the installer cannot do anything about the pressure, that is going to be dictated by where the reservoir is and the level of the water. With the City's Water Project, they replaced a bunch of 2-inch pipes with 12-inch pipe and they put a tank at the west-end to where it is equalizing and flows within the City can come from both directions.

**b. Legislative Update – Mark Johnson**

- i.** Johnson piggybacks off of Eckman's report and informs the Commission that they also hit an issue regarding the Oregon Parks and Recreation grant that they were applying for to hopefully fund the entire parking lot. Unfortunately, upon filling out the application, they learned that construction is moving forward too quickly with the parking lot and they cannot qualify for that money because [Oregon Parks and Recreation (OPRD)] will not be issuing the money until later in the Fall. So, therefore, Johnson suggests trying to use the grant towards the bathrooms. He comments about the size of that catchment basin was most surprising. Eckman inserts that that detention system is sized large enough to allow for development of all the Port's properties in that area. Johnson praises that it was a lot of foresight. Johnson informs that the Cascade Locks Trail System Grant and the trail system development is moving forth now.

They have Chris [...] under contract to manage the trail specifications hill and he will be putting the project out to bid and then monitoring the contractor when they come in to do that work. The first phase of the trail system is for six (6) miles of new trail three miles and be paved and that is the portion that w, so he believes the dollar amount is actually \$189,000. He is speaking with Mosher to make sure they get their reporting in line. He adds that they will hopefully have all this money spent on the trail by June of 2024 because that is the deadline for the grant, but an extension can also be obtained. Legislature-wise, the Senate Republicans returned to the capital so they are back in operation and had a floor session this morning and are going back this afternoon for another one. This session has to be adjourned by September 25<sup>th</sup>, so between now and then they will find out about the \$6M that the Port has asked for, for the seismic project. Johnson still feels like they are in good shape and are still in a threesome with the Burnside Bridge Project and the Hood River Bridge Replacement Project. He adds that he thinks that the Port really needs to get started on the IGA project with Skamania County. In regard to ACL, he had a good conversation with Kristin Meira. ACL would like to know what the Port found in the water when putting in the recent Sternwheeler dolphins, what the terrain now like underneath. Mohr replies that they did not have any problems and refers them to speak to [Troutman Commercial Marine Services]. Johnson thanks him for the information and says that he will connect with Mohr to gather more information so they can help ACL with the engineering process and streamline that for them.

**VP LORANG MAKES A MOTION TO ADOPT RESOLUTION 2023-5; C STIPAN SECONDS; Passed Unanimously**

- 5) Consent Agenda (\*\*\*)Consent Agenda may be approved in its entirety in a single motion. Items are considered routine. Any Commissioner may take a motion to remove any items from the Consent Agenda for individual discussion).
  - a. Approval of minutes for Special Commission Meeting from June 6, 2023
  - b. Ratification of bills in the amount of \$65,128.08
  - c. Approval of payroll for 6/5/2023 in the amount of \$41,610.80

**VP LORANG MAKES A MOTION TO APPROVE THE CONSENT AGENDA AS STATED; C CALDWELL SECONDS; Passed Unanimously**

- 6) General Manager Report
  - a. GM Blue presents gifts to outgoing Commissioners in appreciation for their dedication and service. P Groves comments that they have worked together for about eight years, and he personally feels that they accomplished a lot in those years, probably more than the Port has ever done. He says that the gifts are always given to seriously important people, they have given them to senators, congressmen, governors. C Stipan states that he just wants to thank Port of Cascade Locks for the opportunity that he had had, it has been phenomenal. To meet with the Port employees and to work with the Commission has been exciting. He remembers the first Port meeting that he came to, before he became a commissioner, they were debating on how they were going to open the meeting. He remembers leaving the Port meeting thinking,

"This is something." Then Gyda Haight chased him around town, and she talked to him into it because she wanted to keep the Pony in Marine Park and so it kind of morphed into getting to know everyone here, trying to earn the respect, trying to bring his own specialness. He addresses each commissioner. To VP Lorang he thanks him for being a friend and mentor in a lot of things that he went through. To C Caldwell he mentions that they have gone way back to when he first [moved to Cascade Locks] in 2010. To P Groves, he says that he cannot say enough about what he has done for him. He appreciates the things that they have had to go through with the different series of conduct, of having to go into a Zoom meetings during the pandemic and all those things that really we had to keep going forward. C Stipan states that one of the things that he really wants to say is that he has learned how to relax and how to let things "marinate", which he believes Olga [Kaganova] used to say which he always thought was funny, but now he has used that more times than often when he lets his faith really take care of itself. He extends his congratulations to everyone that is here tonight. He directs his appreciation to Brooks, Johnson, and Mohr. P Groves interjects that COVID was one of the most biggest challenges, having two- to three-hour meetings at home and trying to get everybody's attention, but they persevered. C Caldwell expresses her thanks to C Bump and C Stipan. She states that C Bump, although does not speak much, was committed to the Fire Department and put his heart and soul into the community. To C Stipan, she says that she appreciates the time he put in working with the City and how he always picks up litter around the community. She finishes by saying that the community was so much better with the both of them.

## **7) Commissioner and Sub-Committee Reports**

- a.** C Bump has nothing to report.
- b.** C Stipan states that he attended a two-hour Museum Board meeting. They discussed the fundraiser for July 22<sup>nd</sup>. He would like everyone to attend as it will be a fun event.
- c.** C Caldwell has nothing to report.
- d.** VP Lorang leaves sub-committee updates to P Groves as they are on the same sub-committees.
- e.** P Groves reports that they had a Special Commission meeting and they discussed trying to buy a one-acre lot up on Harvey Road. The Port has put in an offer but are in second place. He informs that the property ties into the Port's property and already has some decent outbuildings. VP Lorang adds that the Port already has property on two sides and that the access road to the property for sale runs through Port property, so it would be a good opportunity. The warehouses could store equipment, act as a staging area for contractors and possibly to do some woodwork. Mohr asks if there was an ending date. P Groves answers that he does not know. VP Lorang comments that the initial offer was accepted but it was sight unseen so there is a possibility that it could be withdrawn once actual inspections were done. P Groves asks GM Blue whether he would like to discuss the Emerging Opportunity Grant. GM Blue states that the grant is through Business Oregon and was one that they had considered back in February. At the time, it did not fit with the project and the Business Oregon had a couple project applicants ahead of them. In the last month, he was notified that they have moved into the number one spot but that leaves a lot of paperwork to get done and signatures to come from the Business Oregon side. If the Port is awarded the



grant, they will be facing a June 30<sup>th</sup> deadline but the Port can go back and be refunded money that they spent on the Sternwheeler in a couple of different categories, anything that pertains to the repower and rehabilitation. This prompted the Port to make the last payment on the engines, although they did not need to make it quite so soon, but if they are going to be reimbursed for it, they want to make that last payment before June 30<sup>th</sup>. The Port will get reimbursed for the drydocking, Mark Troutman's consultation, all the labor that Nikki and Steven had been doing on the boat, all of the painting or replacing of the paddlewheels. There is about \$120,000 that they will not have spent, so they got quotes on as many projects that they thought they could pull off in a week to ten days. Those include replacing the ceiling tiles, the wood floor on the bottom deck and then removing the carpet on the second deck and putting the wooden floor in, and possibly painting some of the exterior decks.

## 8) Business Action Items

### a. Adopt 2023-2024 Budget Resolution 2023-3

- i. P Groves states that he has a pretty serious concern that the Port has gone for two (2) years without seeing an audit, the Port has not seen an audit since 2020. He strongly expresses that he is very reluctant to vote on this budget without seeing the audit and stresses that it is way overdue. C Stipan states that every single time he has had any kind of question about the budget, he has gone to the office and gotten answers. Earlier in the day, he had gone down to the office and asked how the staff felt about where the Port was with all the numbers, and he was given the "thumbs up". GM Blue also had stated at the time, that the numbers were as good as it has been and looks like it was getting even better. GM Blue relays an update that Merina+Co and Pauly Rogers have all the information that they need and should be starting the 2020-2021 audit by Tuesday, June 20<sup>th</sup>. They specifically wanted more details on Capital Assets, Notes Receivable, and Accrued Interest on Debts. P Groves states that he has been on the Port (Commission) for a lot of years, and this is the first time that the Commission has ever had this kind of a serious problem getting audits, and as far as he is concerned, he would want to see this audit. P Groves and Warren debate about the reason why they are behind. Warren believes it is because the State, as a whole, is short on auditors. P Groves states that Roy Rogers informed him that that was not the cause. C Stipan asks what Rogers identified as the cause. P Groves replied that the causes were everything that GM Blue just mentioned. C Stipan comments that what he understands is that even if they table this item until the 21<sup>st</sup> or 22<sup>nd</sup>, it is not going to change those numbers. VP Lorang adds that the Port has done everything statutorily necessary and points out that if there are any discrepancies after the budget is adopted, the Commission can pass a budget adjustment. He reemphasizes that there is really no negative impact to the Commission by passing this budget as, for all intents and purposes, they have done everything they can. C Caldwell strongly agrees with P Groves, and states that she believes that there were seven (7) items that Pauly Rogers could not reconcile. She says that (David) Bledsoe (Senior Associate Auditor at Pauly Rogers) asked all the commissioners if they had any concerns that [they, the auditors] needed to look into before they finished the

audit, and she had a list of items and she has not heard anything back as a result. C Caldwell states that she does not know if any other commissioners had any other concerns of things that they had been seeing or noticing or not seeing and needing to see in order for them to do the audit. Since she has not heard anything back from [the auditors] about any of those questions, it deeply concerns her. P Groves states that if they can get either Merina+Co or Roy Rogers in the next week or so to give the [Port] an update and inform them whether there are any major issues that the Port needs to resolve, then he would be okay with that. He strongly reemphasizes that they have not gotten an update on it. P Groves asks about the timeline in the event they do not adopt the budget. Warren informs that if she puts a notice in the paper tomorrow by noon (June 16<sup>th</sup>), it will be published on the June 21<sup>st</sup>. The Port is required to notify the public five (5) days prior to having a public hearing, so that would put the hearing for June 26<sup>th</sup>. P Groves consults with Brooks about the consequences of not adopting the budget in time and if there is any way to ask for an extension. Brooks replies that the Local Budget Law is very rigid and if the Port does not adopt the budget by June 30<sup>th</sup>, the Commission may be held personally responsible for the repayment of the money that is expended. There is no possibility of requesting an extension. The hearing and the deliberations must be based on the approved budget that came from the Budget Committee, and so [the Commission] wants to be very careful about having any changes to that as part of the process. [The Commission] is allowed to change that through an amendment process and do everything else and have the published budget. There is just a lot of angst on his end that if all the I's get dotted and T's get crossed, and in the interim that the Port might end up with a budget that was not duly adapted, whereas [the Commission] can always come back, based on better information, and adjust the budget. VP Lorang asks what is the likelihood that within that week, they are going to find out anything more of substance as far as a completed audit, prior to the approval. P Groves restates that they, as a Commission, have never received a report or update from the auditors, but the one thing that he does not want is the Port to fail on paying their bills, and the staff, given that, he willing to take this risk but he wanted to make himself really heard tonight on how he felt about getting these audits back. He states that he has been [a Port Commissioner] for a long time and has never seen this before. C Caldwell also adds that she has never written any kind of concern before and [now that she has concerns], it concerns her, but she feels the same way, that if [the Commission] needs to pass [the budget], she is really depending on the knowledge that that their attorney is giving them.

**VP LORANG MAKES A MOTION TO ADOPT THE 2023-2024 BUDGET RESOLUTION 2023-3; C STIPAN SECONDS; Passed Unanimously**

- b. Adopt Budget Adjustment Resolution 2023-4

**VP LORANG MAKES A MOTION TO ADOPT BUDGET ADJUSTMENT RESOLUTION 2023-4; C STIPAN SECONDS; Passed Unanimously**

- c. Approve the Port General Manager as a signer on the Umpqua Banking Account

**TABLED UNTIL NEW COMMISSION TAKES OFFICE**

- 9) Executive Session under ORS 192.660(2)(h) Legal counsel regarding litigation or litigation likely to be filed.
  - a. Recess from Regular Session, into Executive Session at 7:29 pm
  - b. Recess out of Executive Session, into Regular Session at 8:01 pm
- 10) Adjournment 8:02 pm

Port of Cascade Locks

---

Port Commission President  
Jess Groves

---

Port Commission Secretary/Treasurer  
Joeinne Caldwell

---

Date Signed

---

Date Signed



PUBLIC MEETING: Port Commission Meeting

DATE: Monday June 26, 2023 **4PM**

LOCATION: <https://us02web.zoom.us/j/85806615790>

## MINUTES

### 1) Commission meeting called to order 4:01 PM

#### a. Roll Call

- i. President Groves
- ii. Vice-President Lorang
- iii. Commissioner Caldwell
- iv. Commissioner Stipan (excused)
- v. Commissioner Bump (excused)
- vi. Members of the Staff – GM Jeremiah Blue, Secretary Keriane Stocker, Accounting Specialist Melissa Warren
- vii. Members of the Public – Diane Amoth, Mindy Caldwell, Paul Cosgrove – AWI Counsel, Carrie Klute, Joseph B Schmier, Sofia Urrutia-Lopez, Scott, iPhone

#### b. Modifications, Additions and Changes to the Agenda

#### c. Declarations of Potential Conflicts of Interest

### 2) Business Action Items

#### a. Approval to Accept Emerging Opportunity Grant

- i. GM reports that the Port is the recipients of the Emerging Opportunity Program Grant from Business Oregon totals \$500,000 and is a reimbursement for anything that the Port has spent beginning September of last year up until the end of this month, in regards to the rehabilitation (of the Sternwheeler) and the repower in general so this includes the purchasing of the new engines and any consulting work that the Port has done, any design work that they have done, it will include the dry dock, anything that pertains to those two (2) projects. The Port received this at the end of last week on Friday before he could get a meeting called. If it is something that the Commission would like to move forward with and getting reimbursed for the money that we spent on the Sternwheeler and any money that we can continue to spend before the end of the month, they would need a motion for the President to sign. P Groves praises on getting the grant and hopes the Port can do some good things with that. He states that he would entertain a motion that the Commission go ahead and get the grant and the President to sign it.

**C CALDWELL MAKES A MOTION TO GO AHEAD AND GET THE GRANT AND THE PRESIDENT TO SIGN IT; VP LORANG SECONDS; Passed Unanimously**

### 3) Adjournment 4:11 pm

Port of Cascade Locks

---

Port Commission President  
Jess Groves

---

Port Commission Secretary/Treasurer  
Joeinne Caldwell

---

Date Signed

---

Date Signed



PUBLIC MEETING: Budget Committee Meeting

DATE: Thursday **May 17, 2023, 5 PM**

LOCATION: Marine Park Pavilion 395 SW Portage Rd Cascade Locks, OR 97014

<https://us02web.zoom.us/j/85806615790>

## MINUTES

- 1) Budget Committee meeting called to order 6:15 PM
  - a. Pledge of Allegiance
- 2) Roll Call
  - a. President Groves (on Zoom)
  - b. Vice-President Lorang
  - c. Commissioner Caldwell (excused)
  - d. Commissioner Stipan (excused)
  - e. Commissioner Bump (excused)
  - f. Community Representatives (CR) – Albert Nance and Diana Reedy-VanWinkle
  - g. Members of the Staff – IGM Jeremiah Blue, Accountant Chuck Mosher, Accounting Specialist Melissa Warren, Secretary Keriane Stocker, Matt Apken Managing Consultant Merina+Co
  - h. Members of the Public – Zoom Attendees – Olga Kaganova
- 3) Declarations of Potential Conflicts of Interest
- 4) Election of Budget Committee Officers

**VP LORANG MAKES A MOTION TO APPOINT DIANA REEDY-VANWINKLE AS PRESIDENT; ALBERT NANCE SECONDS; Passed Unanimously**

- a. P Groves comments that the volume online is low and that he does not have the agenda or packet for the meeting and it is difficult to follow along. Secretary Stocker works on getting those shared on the screen. IGM Blue briefs P Groves that they are on Item 4, Election of Budget Committee Officers.

**CR ALBERT NANCE MAKES A MOTION TO RESCHEDULE THE MEETING TO THURSDAY, 05.25.23 AT CITY HALL; VP LORANG SECONDS; Passed Unanimously**

- b. Meeting is rescheduled due to sound difficulties and will be combined with Budget Meeting #2, on Thursday 05.25.23 at 6:00 pm at City Hall.
- 5) Adjournment 6:25 pm

---

Port Commission President  
Jess Groves

---

Port Commission Secretary/Treasurer  
Joeinne Caldwell

---

Date Signed

---

Date Signed



PUBLIC MEETING: Budget Committee Meeting

DATE: Thursday **May 25, 2023, 6 PM**

LOCATION: Cascade Locks City Hall 140 Wa Na Pa St, Cascade Locks, OR 97014

<https://us02web.zoom.us/j/85806615790>

## MINUTES

- 1) Budget Committee meeting called to order 6:02 PM
  - a. Pledge of Allegiance
- 2) Roll Call
  - a. President Groves
  - b. Vice-President Lorang
  - c. Commissioner Caldwell
  - d. Commissioner Stipan (excused)
  - e. Commissioner Bump
  - f. Community Representatives (CR) – Committee President Diana Reedy-VanWinkle, Donna Mohr, Albert Nance
  - g. Members of the Staff – IGM Jeremiah Blue, Accountant Chuck Mosher, Accounting Specialist Melissa Warren, Secretary Keriane Stocker, Maintenance and Construction Manager Todd Mohr, Matt Apken Managing Consultant Merina+Co
  - h. Members of the Public – Zoom Attendees – Olga Kaganova
- 3) Declarations of Potential Conflicts of Interest
  - a. Community Representative (CR) Mohr and C Caldwell declare potential conflicts of interests.
- 4) Election of Budget Committee Officers
  - a. GM Blue summarizes what occurred during the last meeting, mentioning that the committee elected CR Reedy-VanWinkle as Budget Committee President (BCP) and then there were some with the (sound) technology so the committee made the decision to reschedule. He states that they had nominated Nance as Budget Committee Vice-President (BCVP), however a vote was not taken.

**P GROVES MAKES A MOTION TO MAKE ALBERT NANCE THE VICE-PRESIDENT; CR DONNA MOHR SECONDS; Passed Unanimously**

- 5) Presentation of Budget Message – GM Blue
  - a. GM Blue opens with an explanation that the budget is the organization’s primary policy tool, reflecting programs and services to be offered to the community for the coming fiscal year and is aligned with the estimated resources and costs to complete the work. He then explains that in the past years, the budget has been developed with three (3) funds: the General Fund, the Development Fund, and the Reserve Fund. The way these funds are presented for the budget is not consistent with the way the accounting records are set up or how the audited financial statements report the information. Going forward, the Port has decided to combine all the funds in the General Fund. The Development Fund has been added as a department within the General Fund and the Reserve Fund has been added as a long item title reserve for future expenditure. He explains that General/Other and Marine Park and Recreational Areas – Other were combined as General in this budget, as most of these expenses relate to maintenance of parks or other facilities For the current year, operating requirements exceed new resources by a notable amount of \$45,163. GM Blue notes that this is not particularly discouraging considering this year includes \$47,000 in one-time interest payments. Without



those interest payments, the operating margin will substantially increase next year. He states that the Port operates on a balanced budget where resources including revenues and beginning balance are equal to or are more than total requirements. In the budget presented resources exceed requirements by \$4,626,019. In closing, GM Blue comments that the proposed budget has been a team effort, involving all departments, and special credit goes to Chuck Mosher (Accountant) and Melissa Warren (Accounting Specialist) for their work on preparing this proposed budget.

**6) Review of the Budget Detail**

**a. General Fund Summary**

**i.** BCP Reedy-VanWinkle asks why the 2023-24 proposed amount for Insurance and Repairs & Maintenance is significantly higher than 2022-23. Warren replies that Insurance is higher because of the Sternwheeler as well as the new (maintenance) truck. She adds that the Port has also made significant claims due to the water damage in Flex 6. C Caldwell asks how much the Sternwheeler insurance is. Mosher answers that it is \$166,000. P Groves states that he does also expect insurance to go up every year. Warren also explains that they are looking at the General Summary page and once they get into the specific departments, they will be able to see more clarification on the amounts. CR Mohr asks why, in the General Fund Summary, there is Credit Card Fees proposed for 2023-24 when there was not any in the past years. Warren explains that Credit Card fees will now be budgeted separately from Contract Services. GM Blue also explains that one of the reasons the Credit Card Fees is so high is that that the bridge accepts every type of credit card available, whether it is VISA, MasterCard, American Express, domestic or foreign, and that convenience costs a lot. P Groves also points out that the proposed Contracted Services went up \$233,000, from \$313,3903 to \$547,500. Mosher replies that Contracted Services now also includes Professional Services.

**b. Administration**

**i.** P Groves points out the significant difference in Legal Fees and adds he knows what that increase was for but he does not know if the Port spent a lot of time doing court-related things. GM Blue and Warren respond that they did not, this year. BCP Reedy-VanWinkle asks if there is something leading the Port to believe that they will need to spend \$325,000 in legal fees. CR Mohr inquires if it is related to the [...]. P Groves replies that they cannot disclose that. CR Mohr responds that it is not confidential because she read it in the [...]. VP Lorang answers that it is. GM Blue explains that the Port leaves room in the budget for legal counsel costs. CR Mohr also asks why there is no Insurance. Warren explains that it is allocated into each department that it belongs to. CR Mohr also points out that Utilities and Communication has a large increase. VP Lorang states that the City is planning to apply a 30% rate increase in the upcoming year. Warren also adds that Mileage is included in that line item, then later retracts her explanation as she sees that Mileage is under Travel and Meetings. CR Mohr questions the amount for Contracted Services. Warren explains that the Port's Government Relations Consultant, Mark Johnson, falls under that line item. GM Blue also replies that it incorporates the new accounting consultant firm, Merina+Co which is assisting the Port with audits and the 2023-2024 Budget.

**c. General / Other**

**i.** BCP Reedy-VanWinkle points out that Repairs & Maintenance has a huge increase, from \$14,387 to \$287,500, which is the combining of General/Other and Marine Park and Recreational Areas – Other as General, that GM Blue referred to in the budget

message. GM Blue concurs. Apken explains that the Port used to have a department called "General/Other" and a department called "Recreational Areas – Other" which expenses were related to the maintenance of the parks and other facilities, so they consolidated those two departments in "General". CR Mohr clarifies that this does not include maintenance salaries. She also asks where the Miscellaneous Revenue comes from. GM Blue replies that he will find out what that is, he knows that that it is something that the Port has attributed to it, but he cannot remember precisely what it is. P Groves also comments that he is aware that they need to get some black mold out from the Visitor's Center. Maintenance and Construction Manager (MCM) Mohr replies that about \$100,000 to \$115,000 will be put into the Locks Café. P Groves asks for confirmation that some of the line items that are inflated are because General/Other and Marine Park and Recreational Areas – Other were combined. Warren confirms. BCP Reedy-VanWinkle points out that this is why Page 9, Marine Park and Recreational Areas – Other, is all blank. CR Mohr inquires about the \$222,000 in Contracted Services. Warren answers that that line item includes [...], flaggers and port-a-potties. CR Mohr asks [...]. Warren replies that welding is not a [...]. CR Mohr asks if welding wouldn't come out of Repairs & Maintenance. VP Lorang responds that it comes out of the bridge. Warren replies that she will have the specific services for them at the next meeting. There are also questions about the \$287,500 in Repairs & Maintenance. Warren states she will have those details for them at the next meeting. GM Blue comments that it is important to remember that Maintenance is part of [...]. P Groves states that the Port had to do a lot of work on the Bridge of the Gods Trailhead Parking Lot Project, as well. MCM Mohr asks whether ARPA funds can be used to cover the engineering cost of the parking lot. P Groves replies that the Port can use some for engineering but are using most of it on the parking lot. They are also looking for some extra funds to build the bathroom facility. He also just saw an email that \$25,000 that the Port received from another grant went to pay for the city fees. MCM Mohr clarifies that when Olga (Kaganova, previous GM) was at the Port, she broke it down into classes for Commercial, Recreational, Marina Park, etcetera and had all the percentages split down for each, and so now they were going back to putting them into one fund. If that is the case, then the \$287,500 would probably also include his fertilizer, bathroom supplies and irrigation supplies. CR Mohr congratulates Jeremiah (Blue, GM) on his new position. She asks if they are going to remove the Operations Manager position from the salary budget or if the Port is still planning on hiring someone for the position. [GM Blue's reply was not clear in the audio]. C Caldwell replies that the Port also had a Marketing Director position that was never filled and adds that the Port did not have an Operations Manager position before. P Groves also adds that they still have not filled the Bridge Manager position, so GM Blue had been filling all those roles. GM Blue comments that the Port will now have to look at the organization chart, as they have not had a general manager with and operations background. BCP Reedy-VanWinkle asks about the organization chart. GM Blue briefly explains that there is the General Manager, reporting to the General Manager is the Operations Manager, and that is the operations side of the Port. Then there is the accountant which is the finance side. So, those are the two (2) sides of the Port. All toll-takers report to the Operations Manager. In general, the Maintenance Manager reports to the Operations Manager, and all the maintenance workers report to [the Maintenance Manager]. On the administrative side, [the Secretary] is in the middle because she reports to and works with the Commission but generally, they would report to the General Manager. The Special Project Coordinator reports to the GM. The

Event Coordinator should report to the GM but is currently reporting to the accountant.

**d. Toll Booth Operations (Toll Bridge)**

- i.** BCP Reedy-VanWinkle asks why the proposed Salaries and Wages is lower than the current year, if it is reflected on a different line item. GM Blue explains that previously the Operations Manager was spread out along the departments but is now reflected [...]. P Groves comments that something to look for in the future is the Port meeting the 2030 plan to get off of bridge toll revenue. VP Lorang adds that the Port needs to get on an aggressive plan to pay down all its debts. P Groves explains that the bridge is aging and is soon going to start needing serious repairs and maintenance. The Port cannot get federal funds while they are taking toll money for other uses. VP Lorang comments that ideally, the Port could run the bridge like a business and strictly keep the money made from tolls to cover bridge operations and maintenance, adding that the Port also has \$726,000 in repairs and that problem comes with keeping it up for the 80,000lbs [traffic], which the region needs. VP Lorang emphasizes that it is not a Port problem but a regional problem. The Port could decide to downgrade the bridge to 30,000lbs and the bridge could last another fifty (50) years. P Groves adds that right now they are working on a House bill for \$6M, and if the legislature passes it, that money would strictly be for seismic improvements of the bridge. He informs that the Port has been told over some years that the Oregon approach and Washington approach may need to be replaced. The structure itself, as long as they keep up with repairs, cleaning and painting, is still in good shape, but it is the other parts that is a problem. CR Mohr points out that, in Contracted Services, there was \$146,000 budget in 2022-2023 and \$78,000 estimated. She asks if they really think it will be lower than the \$78,000 for 2023-2024 fiscal year. GM Blue replies that he does think so. [GM Blue's explanation was not clear in the audio].

**e. Commercial Properties**

- i.** CR Mohr requests a list of each lease property's rent. C Caldwell also adds that she would like to see a breakdown of each property, what the Port is receiving from each, if any lessee is deficient and by how much. VP Lorang states that the loans on the Herman Creek Flex buildings are paid quarterly. He consulted with Mosher and posed the idea that if the Port started to make monthly payments rather than quarterly payments, essentially rather than paying the accrued interest, they would be paying the principal and could shave off 5-8 years. P Groves states that, for those that do not know, Flex 2 and 4, the Port was not making principal payments, and all of a sudden got past the Port and started to have to make payments on them before they secured a loan. They received a letter from the State offering a loan with 4.3% interest rate. As a result, this affects the tenants and what they are paying, to make sure it covers. The other issue the Port has run into is that in Flex 4, there is a tenant that has not paid. This is the second time that a lessee has gone upside-down. P Groves mentions that he had gone down to Flex 4 and seen totes in front of the door and he also gone again on [Wednesday, 05.24.23] and the totes were gone. He states that he would have assumed that the Port would put new locks on the doors. GM Blue replies that they have not received specific advice from their attorney to do so, so they have not done so yet. CR Mohr points out that the Port should feel bad that it is still paying on the loan for Cramblett Way. It has been twelve (12) years and they have been paying interest, very month, on a \$40,000 loan. The objective of a [...] is to pay it, not drag it for thirty (30) years. That is why it is better to get a 15-year house loan rather than a 30-year house loan. What if the Port took the \$2.4M, added a little bit to it, and then

paid off these first four loans. P Groves states that what he had suggested was that the Port take the \$1.2M out of the \$2.4M to pay for the new building that they built for pFriem and then when pFriem started making payments on that, the Port could put that money in the bank or use it somewhere else as it is not earmarked. He adds that the Port is in the position where they need to spend the \$2.4M or they will lose it. GM Blue reminds the committee that they have skipped to Page 11 (Debt Services) and have not finished reviewing the Commercial Properties fund. CR Mohr asks whether Repairs & Maintenance includes snow-plowing, watering and weeding or is that in (General-)Operations. GM Blue replies that that is in (General-)Operations. Warren adds that the increase in Repairs & Maintenance includes most of the HVAC repairs. Warren remarks that the proposed \$1.4M (in Resources – Leases, Rents, and Fees) includes rent from Flex 6, starting July 1<sup>st</sup>. CR Mohr inquires, even though it is not being rented. GM Blue replies that is correct, if July 1<sup>st</sup> comes and goes and the Port does not have a tenant in there, Chuck (Mosher, Accountant) will be watching the budget every day. He also asks the committee to keep in mind that the budget is what the government is asking for and there are requirements but when you are analyzing it from a business standpoint it's different. There are the numbers that the staff actually works with to make their decision, and then what they actually present based on State requirements. CR Mohr comments that the one thing about the Commercial Properties – Paid is that it does not really reflect the cost of these buildings that the Port is paying. It does show the rents coming in and the smaller costs but it does not show the payments the Port is making on things which should come out from the \$1.2M. Warren replies that it shows on the Debt Services page. GM Blue adds that what she is saying makes sense from a good management perspective, but for governmental accounting, this is the way that it needs to be presented and the way that it needs to be shown. This budget is a great representation of where the Port's money is, where it is going, and what it is for, but for decisions that the Port is going to make in the future, they are going to have to look at different reports. P Groves reaffirms that the Commission should be working with the general manager to assess what they need to do. GM Blue replies that, generally, in previous budgets there may have been a desire to sort of answer those questions within the budget [...] to be done in this format then the GM, Accountant and Operations Manager [...]. P Groves points out that the Port is going to exceed \$3M on bridge tolls but 5% of that goes to the Port of Hood River. It would be nice to see a reconciliation of that, in front of them. Mosher replies that he does have that report for them and will send it out. CR Mohr comments that she understands but when she sees the \$1.2M at the bottom, it is tough to know about the \$1.4M here (in Debt Services), and so the Port is spending more than it is making. P Groves adds that they also received \$240,000 from the company (that was in Flex 6) plus they made four (4) payments, and that is not shown in the budget. GM Blue points out that what the information that they are asking for will also not be reflected in next year's budget but is absolutely good [...]. P Groves states that what he would like to see is a document that lists what each building costs, what the Port is being paid, how much the insurance is, the maintenance for mowing the lawn and plowing the snow.

**f. Campground**

- i.** CR Mohr confirms that the \$115,000 in Capital Outlay is for upgrades for the electrical and water systems. GM Blue explains that it needs to be done, and it will also allow the campground to remain open year-round. P Groves asks what is currently there. MCM Mohr replies that the sites have 30 amps, but a lot of the new RVs require 50 amps. He comments that they get a lot of complaints from campers regarding problems with

power. He adds that the campground only has two (2) sites that have full hookups with sewer, electric, and water. With this plan, they are going to upgrade all the sites with water and 50-amp, 30-amp, and a 110-outlet. GM Blue comments that they have been comparing the campground with others around the area and have acknowledged that the campground is due for a price increase. A discussion develops on considering temporary structures such as yurts. BCVP Nance asks if they are planning to become year-round, if Promotion and Advertising is going to come out from another budget to advertise when they become year-round. He also asks if the Campground does any advertising at all. GM Blue answers that the Marine Park Campground is pretty well known but it has a website and they do a lot of grassroots-type of advertising. The campground is known to not have water during the winter so when it becomes year-round it would be a good idea to advertise that. He adds that they do have the ability to notify those who have stayed in the campground previously. BCVP Nance also asks whether the credit card fee is really 10% because they are normally significantly less than that. GM Blue explains that it is due to the software system being used for the booking. BCVP Nance asks if the fee includes the reservation system, website, and credit card fees. GM Blue concurs.

**CR MOHR MAKES A MOTION TO PUT \$500.00 INTO PROMOTION AND ADVERTISING; VP LORANG SECONDS; Passed Unanimously**

- ii. C Caldwell wants to caution the committee that the Marine Park is a historic area that had been given to the Port by the Army Corps of Engineers. She states that she loves the ideas and what is going on but at the same time, when discussing putting in buildings or anything permanent, the thing that they really need to remember is that Marine Park is an open (public) space. She emphasizes that it is the responsibility of the people who are making decisions for Marine Park. P Groves also adds that the Port is in the process of putting plumbing and utilities up at Harvey Road. It could be a future consideration to be used for RVs especially since there are more things allowed there than Marine Park.

**g. Marina**

- i. P Groves first states that the Port needs to re-evaluate the rates since the last time was when [...] was on the Commission. He states that they need to look at what other marinas in the area are charging and make those adjustments. GM Blue informs that they have looked into it, though the discussion has not yet made it to the Commission-level, but P Groves is absolutely correct in that the lease rates are outdated. CR Mohr asks whether dredging will be done. GM Blue answers that that has yet to be seen, but most likely it will need to be. MCM Mohr advises that it needs to be done in March of next year. Apken clarifies if he means of this budget year. MCM Mohr replies that they typically dredge every three (3) years, March 2024 will be four (4) years. CR Mohr asks if he thinks there are other maintenance that needs to be done. MCM Mohr answers that the life-expectancy of the dock is twenty-five (25) years. He asked Warren about it 2-3 years ago and they are past the 25-year mark. They have made concrete repairs to the docks and there have been some electrical repairs and some matters that deal with the water. They also had to replace a pedestal about a year ago, and those are expensive. There is not a lot of maintenance that goes into the Marina, but the dredging is the biggest expense. He spoke to Warren prior to the meeting and the last time the Port dredged, it cost \$19,000. He is projecting that dredging will cost \$30,000. P Groves asks whether the pump-out station is in

MCM Mohr replies that it is four (4) weeks out. GM Blue updates that they should be sending it. BCVP Nance asks about the cost of dredging. MCM Mohr states that last time they dredged, they only dredged out about 500 yards. They typically do 9(00)-12(00) yards. He also adds that when the big dredging outfit was across the river in Stevenson, he had spoken them about doing the Port's dolphins and dredging, and they had quoted him \$100,000. Troutman Commercial Marine Services did that same job for \$50,000 and did the dredging for \$8,000–9,000.

**VP LORANG MAKES A MOTION TO ADD \$50,000 TO CONTRACTED SERVICES, MAKING CONTRACTED SERVICES \$52,500; C CALDWELL SECONDS; Passed Unanimously**

- ii. Discussion ensues about the viability of the marina. P Groves comments that the State has given the Port money through grants to maintain the marina. When the marina was rebuilt, that was done through a huge grant from the State. P Groves states that that needs to be considered, and because [Cascade Locks] has a lot of water sports during the summer, like the Columbia Gorge Racing Association and the Gorge Canoe Club, he would have to think twice about getting rid of the marina. BCVP Nance makes the suggestion to substantially increase the fees, they may lose some tenants but there are enough people on the waitlist to be able to fill the slips. GM Blue also points out that initially, the marina probably had a lot of tenants that were local. At this point, many of them are not. P Groves mentions that the Port does not make money off of Marine Park either but they maintain it, it is a heavy burden to maintain the park, but there are certain things that the Port does. BVCP asks why there is such a huge discrepancy between the budgeted \$35,000 and the estimated \$17,000. Mosher explains that they were using the same platform for the marina as they were for the campground so some of the marina dollars were improperly reflected. Warren also adds that the marina moorage goes by the calendar year and not the fiscal year, and there is an option to pay 50% by January 31<sup>st</sup> and the other 50% by April 30<sup>th</sup>. P Groves makes the committee aware of the time. Apken advises that if the committee wants to end for the night, they will want to recess the meeting rather than adjourn.

**P GROVES MAKES A MOTION TO RECESS THE MEETING AND TO EMAIL QUESTIONS TO JEREMIAH (BLUE, GM); C CALDWELL SECONDS; Passed Unanimously**

7) Recessed at 8:14 pm

Port of Cascade Locks

---

Port Commission President  
Jess Groves

---

Port Commission Secretary/Treasurer  
Joeinne Caldwell

---

Date Signed

---

Date Signed



PUBLIC MEETING: Budget Committee Meeting

DATE: Thursday **May 30, 2023, 6 PM**

LOCATION: Cascade Locks City Hall 140 Wa Na Pa St, Cascade Locks, OR 97014

<https://us02web.zoom.us/j/85806615790>

## MINUTES

- 1) Commission meeting called to order 6:03 PM
  - a. Pledge of Allegiance
- 2) Roll Call
  - a. President Groves
  - b. Vice-President Lorang
  - c. Commissioner Caldwell
  - d. Commissioner Stipan (excused)
  - e. Commissioner Bump
  - f. Community Representatives (CR) – BCVP Albert Nance and Donna Mohr
  - g. Members of the Staff – IGM Jeremiah Blue, Accountant Chuck Mosher, Accounting Specialist Melissa Warren, Secretary Keriane Stocker, Maintenance and Construction Manager Todd Mohr; Zoom Attendees – Matt Apken Managing Consultant Merina+Co
  - h. Members of the Public – Zoom Attendees – Olga Kaganova
- 3) Declarations of Potential Conflicts of Interest
  - a. Community Representative (CR) Mohr and C Caldwell declare potential conflicts of interests.
- 4) GM Follow-ups from Previous Meeting
  - a. In reply to the committee's questions during the last meeting, GM Blue states that, in Administration, the \$100,000 in Contracted Services is for the Port's copier lease, MCEDD contract, SDAO services and Moss Adams services. In General, the \$15,000 in Revenue is from memorial benches and trees. The \$287,500 in Repairs & Maintenance is for rentals, repairs, electrical work, building repairs, plant and pest control, janitorial and landscaping. As a reminder, the committee approved to put \$500 in Promotion and Advertising, in Campground. And in Marina, the committee approved to put an additional \$50,000 in Contracted Services for dredging.
- 5) Continuation of Review of the Budget Detail
  - g. Sternwheeler
    - i. CR Mohr asks if the plan is to run the boat for one month and see how it does. GM Blue replies that at this point in time, there is not a plan to operate the Sternwheeler. The last direction given by the Commission was to continue to look for an operator. However, just the process of keeping the boat ready to be a vessel that could be operated is moving the Port down the path of having to do one or the other, find an operator or for the Port to operate the vessel. He admits that he is in a bit of a spot where he has to plan for what the Commission could potentially say. The budget is presented based on the scenario that the Sternwheeler would be running from July to October, with multiple cruises throughout the week, probably Thursday, Friday, Saturday, Sunday, but again, sort of those business decisions are going to get made probably after the fact He feels the revenue is potentially a little on the conservative side, but I would definitely rather err on the conservative side in this particular year because he had a really tough time judging the expenses because AWI did not given

them a lot of information on the costs that they have. GM Blue states that the Sternwheeler would basically be a break-even boat. C Caldwell asks who will be in charge of [managing] and the advertising, if it will be Brittany (Berge, Special Projects Coordinator). GM Blue replies that he will have to see, there is a plan to have a Sternwheeler Manager (position) outside of what Berge will do. For the most part, he believes that he and Berge will probably play a large role. He states that the Sternwheeler has the potential to be a fairly huge revenue generator, however figuring out what it can generate, what makes the most money, how the Port is going to advertise it and the best places to advertise it, he does not know if that is something Berge can take on or the even the Port can take on themselves. BCVP Nance asks, if the presumption is that the Sternwheeler will be a resource from July (2023) to June (2024), from a money coming in standpoint, should they assume that July would be used for preparation and operations would only be from August to September. GM Blue replies that the Sternwheeler is as close to the position of the Port to take it over starting in July, if that is the wish of the Commission. He explains that a lot of those things have not been done with the intention of (the Port running it), it is just what the Port has to do to jump through these hoops with the Coast Guard. Regardless of if the Commission puts the brakes on it or an operator comes and wants to run the boat, it needed to be done for the Sternwheeler to be able to run in July. CR Mohr asks if all of that, the \$70,000, was spent out of last year's budget. P Groves answers that it is coming out of the ARPA funds. GM Blue clarifies that it currently came out of Contingency. He is working on another grant source and if the Port is awarded that money, the costs will come out of that fund rather than ARPA. BCVP Nance summarizes that at the end of the day, there are huge asterisks next to this budget but also that the income and outgoing are basically even.

**h. Other**

i. This department was discussed in the previous Budget Meeting on May 25<sup>th</sup>.

**i. Events**

i. GM Blue admits that there has been some strategic oversight with the Events department but is definitely an area that has to be considered. There has to be someone that goes around, getting the keys and making sure [clients have] cleaned up. GM Blue states that it is a fact that the Port undervalue the park a little bit. He explains that they fall somewhere in between a white-glove service kind of place and a public park. There is nothing cooler than getting married on an island in the middle of a river but it is also a public park, so there could be someone barbecuing or playing the guitar, just all the weird things that have happened when weddings are happening. GM Blue states that he would like to see the Port go after more events like PCT days and Blues, Brews and BBQ. He would like to see more single events where they come in and it's all the responsibilities are on them, security, port-a-potties, parking, and then charge a higher fee for those. He expresses the challenges is that it takes a lot of effort and work for what constitutes not a huge return. CR Mohr suggests raises the fees on weddings. GM Blue states that it is definitely a possibility, however the Port is still figuring out a happy medium. BCVP Nance inquires about the bridge that goes to Thunder Island, wondering if there are plans to repave it or make it bigger. MCM Mohr replies that he does not know a ton of the history of it, but it is supposedly at the end of its lifespan. To his knowledge, there is a 10,000-pound weight limit and the backhoe the Maintenance department would like to get exceeds. P Groves admits that it has been a concern of his, as there is no engineered weight limit. BCVP Nance adds that he feels it would be greatly beneficial to the community if the Port considered updating the bridge for



weddings, reinforcing it so Maintenance can get across, and potentially putting up nets so incidents like what happened recently does not happen again. VP Lorang comments that he also did some concept sketches several years back. CR Mohr points out some issues with CGRA (Columbia Gorge Racing Association), including that they have been taking advantage of the Port for years and have gotten a lot of services for free over the years. GM Blue replies that, in recent years, they do not get nearly as much for free as they used to the Port has also spoken with CGRA about the view the community recently has of them and CGRA has connected with GCC (Gorge Canoe Club) to work with them. C Caldwell states that the Port put money into studies to also make the Business Park a recreational site, for swimming, sailing and canoe, and the Port has not put the energy into working out that vision. BCVP Nance asks about the disc golf course in the Business Park. GM Blue replies that it is his knowledge that when it was originally put in, there was the understanding that the area would not always stay a disc golf course. MCM Mohr adds that it does get used, but nominal. Warren also interjects that the Port provide \$10,000 to pay for all the baskets but would not fund the upkeep. BCVP Nance asks about easyCLIMB. P Groves and MCM Mohr reply that Northwest Trail Alliance (NWTA) helps with the bike trails. P Groves points out that a lot of groups approach the Port, requesting help and wanting something from the Port. The commissioners have to decide what they are going to do, they want to strengthen community relations and they want to do things but after a period of time, it comes down to who is going to pay for it and who is going to do the upkeep. Before moving on, CR Mohr makes one last comment that the figures are misleading because there is no maintenance listed in the Events fund, and does not show setting up chairs, taking down chairs, cleaning the pavilion, putting up a tent, etcetera. GM Blue explains that they had to make that decision because, like with the Bridge, there are things that maintenance just does that is their function but they don't really make money. He states that if anything, it would be better to put some of this revenue back in on their side and so that they help generate revenue as well, but he understands what CR Mohr is saying. P Groves asks, in the fees that they charge for events, if there are any maintenance fees charged as well. CM Mohr explains that there is a \$75.00 per hour fee figured into the (wedding) packages, and there is also the deposit fee that they can pull from if the cleanup is excessive. P Groves says that those fees should be reflected in the figures. GM Blue explains that this goes back to the public budgeting process and what needs to be reflected to the government compared to actual business decision-making, Excel spreadsheets that Chuck can create. P Groves then suggests the commissioners should be provided a separate document along with the budget document for them to correlate to.

**j.** Parking

- i.** CR Mohr questions, if the Port can make \$60,000 doing nothing, why would they hire someone and only pay \$1,000. GM Blue admits that when he did the Resources for Parking, he did not have his 2022-2023 estimates, so he is quite surprised at how much it made this year without enforcement. He probably would have increased that by maybe another \$20,000–\$25,000. He also explains that there was a little trepidation because he did not know what the Sternwheeler was going to be doing and a fairly large part of the parking fees, they collected for us and then gave it to us and it was a fairly decent sized number. He was pleasantly surprised with \$76,000, and \$80,000 is probably very conservative. The Port also spent a very large amount of money into security programs together, as that has always been sort of the direction of the Commission, that they wanted a security guard. This (parking) project was supposed to

help fund that position so they were doing some parking enforcement and then some security work. It is something that the Commission will have to figure out, but that position was funded last year, partially. It was supposed to also be partially funded by the City, but that never happened, so that position never got filled. The City has reached out to the Port about splitting between parking enforcement and code enforcement, so there is a potential opportunity there to partner with the city, it may probably be parking enforcement in the summer and then security more towards in the winter. BCVP Nance asks if the Port \$77,000 on just the goodwill of people being scared of getting a ticket. GM Blue replies that essentially, yes, it was based off of goodwill. P Groves states that he is not aware of any place that has a parking program that does not also have parking enforcement. He also points out that the Port made this much money, (if they had security to enforce it), they could have made a lot more. He also adds that there is not a whole lot of law enforcement time in the town, so this [position] would not do law enforcement but they see, and they watch while they drive around in a marked vehicle. The position would be helpful to the community quite a bit to have that presence around. CR Mohr asks about the security truck. Warren replies that it has been 100% paid already for with money from COVID. C Caldwell inquires about cash payments and the iron ranger collection box as she noticed the back is open on it. GM Blue explains that if the back is open, they are done collecting for the day. The Port ran into trouble with people breaking into it, and if staff cannot collect the money, it can easily become a few days in between collection and the chances of it getting broken into is higher. They have decided to collect the money during the day and leave it open once the money has been collected. C Caldwell points out that she has seen the back open, and how does that prevent someone from not taking the money out right after. GM Blue explains that if the back is open, they are not collecting, and payment is not required. He admits that the Port is definitely missing out on parking money but is saving a lot more not having to constantly replace the lock because it was broken into.

**k. Development Fund**

- i.** CR Mohr confirms that the \$5.4M is no longer there because it was moved to Capital fund. Mosher concurs and explains that it was for the pFriem Expansion. Apken also adds that the reason it is shown as a Resource is because the Port refinanced the loan with Umpqua Bank. He also states that it is also listed in Debt Services in the Non-Allocated fund. CR Mohr asks if they spent the \$1M dollars for the pFriem expansion. P Groves replies that they spent a little more than that, about \$1.2M. CR Mohr points out then [\$1.2M] should be in the (2022-23) Estimate. Warren replies that it was not part of the same year. CR Mohr then asks if the \$200,00 was spent in the year before that. GM Blue answers that she is right, the 2022-23 Estimate should have been updated to \$1.2M. CR Mohr asks whether the Port has not spent any of the ARPA money for 2022-23. Warren replies that they have, explaining that it is in the Resolution (2023-2). GM Blue clarifies that it was intended that they use ARPA funds to pay for the repower and rehabilitation of the Sternwheeler, however if the Port is awarded the grant request that he is currently working on, the money will be reimbursed from there and not the ARPA funds. He states that the 2022-23 Estimate does not show how much they have spent, which is \$1.3M minus \$956,000, but it does not reflect it because there is a potential possibility that they will not have to take it out of ARPA. P Groves checks if the Port is using ARPA funds for Harvey Road. GM Blue and Warren concurs. Warren also interjects that she thought Harvey Road was being paid for with a grant. P Groves confirms that they used \$25,000 (from the Travel Oregon grant) to pay the City for infrastructure fees. CR Mohr asks what the \$956,000 is in the Proposed budget. GM Blue states that that is

what would be left if the Port is denied the grant he is working on. It would be used for specific developments, such as finishing up the parking lot and putting in the bathrooms that the Port currently does not have money for. There are specific earmarks with the ARPA funds, and they cannot spend the money anywhere. Warren adds that the \$900,000 can be spent next year and can sit there. P Groves also adds that that the Port petitioned for a \$200,000 for the Christmas Tree Bill. BCVP Nance inquires about the lottery funds, if it is transferring over or if it is specific to the Business Park infrastructure. Warren explains that it is repayment money, and must be spent on Business Park infrastructure, and specifically new infrastructure not finished infrastructure. CR Mohr inquires if it repays loans. P Groves admits that he does not know whether it can be used to repay loans but they will check on it. P Groves adds that if the Port had paid (upfront) for the pFriem expansion, they could have used the lottery funds to repay the Port back and then could have used the money pFriem paid the Port in other places. CR Mohr points out that 2022-2023 budgeted for \$149,000 but there is no estimate then asks what the \$140,000 in proposed is for. Warren answers that it is for engineering and work for Harvey Road parking lot. CR Mohr questions the loan monies again. Warren replies that the Port is not budgeting to receive any loan money for 2023-24. P Groves informs the committee that the Port helped the City acquire an economic development grant and is currently working with the City's electrical engineers to rebuild the electrical out in Business Park. The City asked the Port to fund \$1.2M. VP Lorang asks if its infrastructure into one of the Port's facilities. GM Blue explains that it is something that has to be done, and it will help the City but also benefit the Port. P Groves adds that it will help put an electrical loop in the park with, in the future, 29 megawatts available. MCM Mohr asks whether the Port can negotiate with the City to get some of that money back, adding that the Port keeps helping the City and expanding their project, and the City gets the income base. P Groves remarks that that is true and he could not agree with him more but probably once this is put together and ready to be presented, the project will become more clear to everyone. P Groves adds that he just wanted to throw that out there so everybody was aware. VP Lorang checks if that will be part of the \$2.4M in Business Park Infrastructure. P Groves concurs he also further states that the Port promised to help [the City] initially with \$110,00, reminding the committee that they had budgeted for it. He explains that then the Port was supposed to pay to have their own infrastructure. VP Lorang comments that he is assuming that at some point the Port will find out about the rest of the conditions. P Groves nods.

**I. Reserve Fund**

- i.** VP Lorang inquires whether the Vehicle Reserve is for an existing vehicle that the Port has or money they are reserving for a future vehicle. Mosher replies that it is money reserved for a future vehicle. Warren further explains that is what is left in the balance. In Resolution 2023-2, the Commission approved to take the money out of the reserve fund for the dump truck. CR Mohr asks what the Interfund Transfer is, confirming that it monies coming from the General Fund. Mosher concurs. BCVP inquires that there aren't funds reserved for Sternwheeler Improvements. GM replies that they will probably pay for improvements with money from the grant he is trying to get or the ARPA funds. CR Mohr questions that the Proposed Vehicle Reserve Fund is \$21,000 but the Proposed Restricted Vehicle Reserve Balance shows \$4,000. Warren answers that the truck payments that came out of there. She explains that it was \$39,000 at the beginning but and the Port has made two (2) payments already, the Commission approved in the resolution to pay the payments out of the Reserve Vehicle Fund and

so it will be reduced by that amount. CR Mohr comments that the payments are not shown there. Apken replies that she is correct as the payments are shown in Debt Services, instead.

**m. Non-Allocated Fund**

- i.** CR Mohr asks why the fund is called "Non-Allocated". Apken answers that it is a State of Oregon method of what they say is not allocated to specific departments. The State outlines that they can allocate Personnel Services, Materials and Services, and Capital Outlay and they can have additional Capital Outlay that is not allocated, Debt Service is non-allocated and Contingency is non-allocated for each fund. And since they put every funding to one (general fund), that is why those three are kind of sitting out there, separate. CR Mohr asks if that means the funds can be spent on anything. VP Lorang answers that it can as supplemental (budget). Warren also clarifies that the Contingency can. Apken further explains that, for instance, the \$705,000 in Capital Outlay, that is the Bridge 15-Year Plan. \$200,000 was spent on that, and then \$505,000 is for the ODOT bridge work from what I understand has already occurred. Things will go there that are planned that maybe just don't specifically fit in a specific fund. Additionally, they removed that overall reserve fund and it is now just a line item on the budget that essentially states "Here's the total". In the future, they will work on having a better schedule that shows how much is reserved for each different item, and here is what it is been reserved for. P Groves asks if they addressed paying off Cramblett Way.

**VP LORANG MAKES A MOTION TO APPROVE TO PAY OFF THE LOAN ON CRAMBLETT WAY IMPROVEMENTS NOT TO EXCEED \$50,000 AND TO BE PAID OFF WITH THE ENDING FUND BALANCE; C CALDWELL SECONDS; Passed Unanimously**

- ii.** BCVP Nance confirms that it is used to pay off the loan. C Caldwell answers that it is and comments that it been a 25-year loan. Warren adds that would not have been until 2026 so the Port will save interest over those years. C Caldwell states that it was a \$150,000 to be paid off over twenty-five (25) years. BCVP Nance comments that is very expensive asphalt. P Groves informs that they put in underground sewer and water. MCM Mohr checks that it also includes conduit. P Groves answers that it does. BCVP Nance asks what the interest payment is on it. Warren responds that the yearly payment is \$17,000 every December but she cannot remember off the top of her head the exact number. She offers to send him the amortization schedule. He replies that he was just curious. CR Mohr comments that it is just embarrassing that the Port has been paying for it for this long.

**6) Public Comment (Speakers may be limited to three (3) minutes)**

**VP LORANG MAKES A MOTION TO APPROVE THE 2023-2024 BUDGET AS AMMENDED; C CALDWELL SECONDS; Passed Unanimously**

Apken advises that the Committee needs to approve the tax rate that is charged to the citizens and so the permanent tax rate for the Port is \$.0256 per \$1,000. And so, the budget committee needs to approve that before it goes to the Commission to approve as well.

**CR MOHR MAKES A MOTION TO APPROVE TAX RATE OF \$.0256 PER \$1,000; C CALDWELL SECONDS; Passed Unanimously**

**7) Adjournment 7:26 pm**

Port of Cascade Locks

---

Port Commission President  
Jess Groves

---

Port Commission Secretary/Treasurer  
Joeinne Caldwell

---

Date Signed

---

Date Signed

Port of Cascade Locks  
 Bill List  
 From 6-10-23  
 To 6-30-23

Alfonso Barron	Expense Report	40.00
Amazon Capital Services	Supplies	221.31
Anne Asistorls	Toll Refund	4.00
AquaTechnex	Marina Treatment	1,595.00
Brittany Berge	Expenses Report	155.54
Building Innovations	Lobbing Service	11,160.85
C2 Recreation Consulting	Contractor for-recreational trails project	1,000.00
Cable Huston	Legal Fees	14,577.00
Petty Cash	Supplies, taxes, Refunds on Toll Tickets	379.22
Century Link	Phone Service	122.45
Chuck Mosher	Expense Report	100.00
Cingular	Phone Service	338.25
City - Cascade Locks	Harvey Road	14,463.30
City - Cascade Locks	Utilities	8,354.77
City- City of Stevenson	Contract with City of Stevenson for Labor	2,736.77
CM & WO Sheppard	Maint Supplies	2,697.59
Coburn Electric	Electric Work	4,195.37
Columbia Gorge News	Budget Ad	214.50
Columbia Hardware	Maint Supplies	1,809.65
Dawn Denniston	Expense Report	40.00
Dennis Snyder Jr. Contractors	Stripped land & raked parking area, mow	2,600.00
Elyzabeth Nagode	Camp Host	400.00
EMP Industries	Dump Station	14,177.05
First Bankcard 1	Nextiva, Bolts for Boat, Supplies	1,688.18
First Bankcard 2	Zoom, Exact, Flybook, Boat Supplies	3,275.03
First Bankcard 3	QB, Adobe, Postage, Chair Cushions	1,598.23
First Bankcard 4	Boat Supplies, Maint Supplies	3,181.56
Foley & Quigley PLC	Tribal Attorney	4,850.39
Gator Creek Gardens	Flowers & Trees	994.14
Gorge Networks	Phone & Broadband Service	789.47
Gorge Portable Sanitation	Monthly Services	363.00
Hood River County	Special District Election Fee	143.62
Hood River Garbage	Monthly Services	618.81
Hood River Supply	Maint Supplies	202.14
Jeanetta Blue	Expenses Report	100.00
Joanne Willace	Expense Report	40.00
John Blackwell	Expense Report	40.00
Justin Trombello	Refund on Toll Tickets	8.00
Karen Carter	Camp Host	1,000.00
Keriane Stocker	Expenses Report	40.00
Les Schwab Tire Center	New Tire	209.89
LoopNet	Ad	117.71
Melissa Warren	Expenses Report	931.44



Port of Cascade Locks  
 Bill List  
 From 6-10-23  
 To 6-30-23

Merina+Co	Consulting for Audit and Budget	24,921.50
Metro Overhead Door	Marina Key Cards	89.25
Michael-Alan Mechanical	Flex 5-Repair on 2 A/C units	5,887.10
Moda Health	Dental Insurance	812.71
Moss Adams	2023 Strategic Planning	6,500.00
NAPA Gorge Auto Parts	Maint Supplies	9.29
Neal Creek Forest Products	Wood Chips for Playground	1,651.00
North Cascade Excavating	BOG Trailhead Parking Grant	119,861.50
ONSITE Supply House	Maint Supplies	701.47
Oregon Department of Revenue	Payroll Taxes	4,338.27
ODOT	Fuel	606.09
PNWA	2023 SUMMER CONFERENCE	450.00
Parker Nelson	Expense Report	40.00
PERS	PERS	10,784.14
Peterson Power Systems	Balance on Engines	170,429.39
Print It	Printing Work	184.00
RADCOMP Technologies	New Hardware, IT Services	8,875.43
Ricoh USA	Copier Lease	370.96
Shannon Hess	Deposit Refund	150.00
Ship Interior Systems	Interior finishes for sternwheeler	148,035.00
Sierra Springs	Water	172.76
Signaling System Solutions	Alarm Monitoring for Flex 6	650.00
Skamania County Pioneer	Paper for 1 Year	58.00
Special Dist Ass'n of Oregon	STD- LTD	440.86
Special Dist Ass'n of Oregon	Medical Insurance	9,700.00
Staples Business Advantage	Office Supplies	557.27
Steven Hammrich	Expenses Report	170.96
STV Incorporated	BOG PROJECT	14,240.04
Tenneson Engineering	Engineering Services	17,601.82
The Port of Hood River	BreezeBy	7,990.58
Todd Mohr	Expense Report	100.00
Troutman Marine Services	Consulting for sternwheeler	512.30
Umpqua Bank	Flex 5 Loan	301,932.90
United States Treasury	Payroll Taxes	13,398.88
US Postmaster	Box Fee 1 Year	114.00
Veritiv	Restroom Supplies	144.00
		<hr/>
	<b>TOTAL</b>	<b><u>\$ 974,055.70</u></b>

