



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>

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)** Public Comment (Speakers may be limited to three (3) minutes)
- 3)** Presentations
 - a.** Legislative Update – Mark Johnson
- 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 04, 2023 and May 18, 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
- 5)** Commissioner and Sub-Committee Reports
- 6)** Business Action Items
- 7)** General Manager Report
- 8)** Adjournment



PUBLIC MEETING: Port Commission Meeting

DATE: Thursday **March 04, 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 6:00 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 – IGM Jeremiah Blue, Accountant Chuck Mosher, Accounting Specialist Melissa Warren, Secretary Keriane Stocker, Attorney Tommy Brooks, Government Relations Consultant Mark Johnson
 - vii. Members of the Public – Brenda Cramblett of Cascade Locks, Carrie Klute of Cascade Locks, Gary Munkhoff of Cascade Locks, JoAnn Wittenberg; Zoom Attendees – Diane Amoth, Hallie Ballou, Jeanetta Blue, Steve Jones, Caroline Lipps, Dave (Lipps), Chris Matlock, John S Cascade Locks and iPhone.
 - c. Modifications, Additions and Changes to the Agenda
 - d. Declarations of Potential Conflicts of Interest
- 2) Public Comment (Speakers may be limited to three (3) minutes)
 - a. Carrie Klute of Cascade Locks opens with thanking the Commission for giving an opportunity for the public to comment. She mentions that as she was reviewing the agenda packet today, she noticed that the Ixtapa lease was not attached to the packet. She was wondering if that was standard practice not to provide that to the public to review before it is approved by the Commission. She adds that she sees a better opportunity for transparency to the community, to give them a chance to review what is being signed up for. Just so [the community] can see if it is going to be bringing in revenue, how much revenue, what is the cost of customizing Ixtapa or the cost for the Port? And where is the break-even point? There are a lot of questions. Klute expresses that it is an exciting opportunity and that it would be fair to provide that information to the community beforehand. Additionally, her next comment is not on the agenda, but she does know that after talking to a lot of people, the community is anxious to know what the status is with RoundHouse. She asks whether [the Port] has considered other potential opportunities or ways to reach out with advertising to a wider market to see if we can bring in other things. P Groves asks in return whether she has any ideas. Klute replies that she has heard ideas floating around about supporting local microbrews for cold storage. She admits that she would have to do more research on the marketing but the potential is out there. P Groves comments that he didn't mean

to put her on the spot, but he emphasizes that he says the same thing every time, "You got an idea, bring it forward." Klute answers that she will definitely do my research on that.

- b.** Brenda Cramblett of Cascade Locks begins with stating that our world has a problem with social media and people trying to destroy people's lives by social media with what they say. She thinks that through the news [and] social media, people are getting tired of it. Cramblett hates to see people's lives destroyed because somebody does not like them. And one word or one false statement can destroy people's lives, even if it may not be true, or if it's true, that it can destroy people's lives. Cramblett reads an excerpt and explains that it uses the tongue as an analogy for social media, "The tongue is such a small member of the body but it can accomplish major things. It would be wonderful if all those things were good, but they are not the tongue can ruin relationships. And some people never get that. Sometimes couples even get divorced over things they have said to each other. Words can be terribly wounding and some people never recover from harmful comments others have made. The tongue may be a small part of the body, but oh how powerful it is. Let us remember that the power of life and death are in the tongue and social media. Thank you."
- c.** Gary Munkhoff of Cascade Locks expresses that he has a concern about some of the statements that were made by Commissioner Lorang on his re-election information that was sent out, specifically concerning the Sternwheeler and it being a bad decision to not renew the contract with AWI (American Waterways, Inc). He would like to see the Port set up a public meeting and would like to see [VP Lorang] defend that (statement) in front of the public. As a member of the (Sternwheeler) committee, Munkhoff resents the fact that [VP Lorang] made that statement. He states that [the committee] did not make a bad decision and thinks [that VP Lorang] should have to defend that statement in public.
- d.** P Groves thanks the public for their comments. He states that although he appreciates their concerns regarding the Ixtapa agreement. It has been out there for a while and has just been decided into what [the Commission] thinks is a workable piece of legislation. It has been taken up at the level of the Economic Development by the former manager, Olga Kaganova. The points were explained, and [the committee] decided to move that onto the Commission. P Groves wishes that they could have gotten it out sooner, but they are always at the mercy of trying to make things happen and also get things right legally on a piece of paper that protects the Port. P Groves addresses Klute, personally, "If you move on, if you get elected, you're going to find the same kinds of things are going to happen. There's nothing tricky about it. I have it right here. If you want to look at it. I'll be happy to hand it over to you." P Groves adds that [the Port] went for sixteen (16) years with that space, for nothing. The people that took that space paid the Port, nothing. But by the same token, the Port had to pay for the maintenance of that space, for the upkeep, over that same period of time. That was not a good decision at all. [The Port] now has the opportunity to lease the space. He points to the blueprint behind him, and states that Ixtapa is probably going to put \$100,000 into that space. And emphasizes, "Not the Port, Ixtapa." He continues to add that [Ixtapa] will put in new kitchen equipment, new seating, new things like that, to make that a nice, viable restaurant for the community. He recounts that, [the Port],

during the Sternwheeler operation for the last sixteen (16) years, [the Port] never charged a dime for the dock, for the building or the parking. The Sternwheeler Committee, and the Commission approved this as well, decided we wanted to do a contract that was going to make the Port some more money and more opportunity, so the idea that this is a bad decision ... Klute interjects to state that she did not say it was a bad decision. P Groves acknowledges that she did not, but that somebody did. He asserts that he has been sitting on this commission for years and has never seen such ludicrous stuff that is being said in this community. VP Lorang comments that the Port did not get nothing. The contract with AWI, everything was included, the Sternwheeler, the facilities, etc. and [the Port] did not get nothing for it. To say that [the Port] got nothing for the building when it was in the contract [as] a package deal. It was all rolled into one big package. That does not mean [the Port] got nothing for it. Instead, [the Port] has a Sternwheeler that [it] is putting over a million dollars into a plan. If [the Commission] signs this lease, the modifications to make what's left of the building usable for our purposes for the Sternwheeler, it leaves [the Port] no place to operate out of, and a lot of the modifications that we will do the building could be in excess of \$150,000. VP Lorang emphasizes that [the Port] is getting a smaller return for a large investment upfront. In his mind, that is not the kind of thing he thinks of when he thinks of a good business deal. VP Lorang also thinks that [the Port] is also shooting [itself] in the foot if it intended that the Port is going to operate the Sternwheeler. It will need a facility to operate out of, [the Ixtapa lease has] left nothing. Ticketing area, seating, staging area. That building served [the Port's] purposes very well for a long time, as a waiting area, for ticketing for all of those needs. Instead, [the Port] is going to get a small return and having to put a large investment on what's left of the building in order to make it usable again for our purposes. He does not call that a good investment when [the Port] has to put \$150,000 or more into a building because you have now sold out most of the building. VP Lorang states that he does not think it was thought through and has argued that point repeatedly at the Economic Development sub-committee and at the Sternwheeler sub-committee and it all falls on deaf ears because nobody thinks of the impacts. P Groves disputes that sub-committees have thought of the impacts. He counters and also says, "Half of the things you just said, you don't know what you're talking about. Period. Okay. All right. Absolutely. You don't know what you're saying." VP Lorang replies, "As far as saying, in my opinion, things are a bad decision, then I guess ... " P Groves interjects and asks [VP Lorang], "When you start talking about monies and spending, where are you getting this numbers from? Where are you picking these numbers out of the sky from?" VP Lorang asks if P Groves would like to give him some alternate numbers. P Groves states that he should be asking for alternate numbers. P Groves adds, "That's what we do as Commissioners. If you've got a problem with numbers, ask these guys about numbers." VP Lorang answers, "I actually did. And that's where I got the numbers." P Groves turns to IGM Blue and questions him if VP Lorang got his numbers from [the staff]. IGM Blue asks which number he is talking about. VP Lorang replies that it is the ballpark figure that it may take to do the building. P Groves remarks that if VP Lorang got his figures from the staff, he does not know about it. He states that the numbers he has is that AWI paid [the Port] \$65,000 a year. VP Lorang replies, "No,

I'm talking about a number that will cost the modify [the building]." P Groves retorts that he just said that Ixtapa will be paying for that number. VP Lorang contends that it does not include the rework of what is left of the building so that [the Port] will then be able to use it for the purposes of the Sternwheeler. P Groves asks what rework he is referring to, he has not seen a plan for rework. IGM Blue comments that he thinks the number that is being discussed is the work that is going to need to be done in that small office area. A debate ensues about the clean up of the small office area. VP Lorang adds that [the Port] will have to redo all the entrances. P Groves comments that he does not know where VP Lorang is getting this information from. C Caldwell adds that she does not either. VP Lorang replies, "Okay, you're gonna pass it anyway, so there's no point ... " P Groves interjects that it will if that is the majority here. C Caldwell states that as she understands it, the entrances are exactly the same. The Sternwheeler will be boarded on one door and the restaurant will be at the other door. There is no change. P Groves turns to Munkhoff. Munkhoff comes up again as he did not use all of his three (3) minutes to speak earlier. He comments that as far as the Visitor Center, one of the conditions that they asked AWI, was to pay some rent on the Visitor Center. They refused to do that. [The Port] also asked for some money for the parking lot. They refused to do that. It is not like the Port was getting anything from the Visitor Center. [The Port] asked AWI specifically to pay money and [Dan Yates] refused. He did not negotiate, he just refused. And he turned the contract down, the Port did not cancel the contract. "Also," Munkhoff adds, "AWI did not pay enough maintenance. [The committee] spent weeks going over what it costs to run that sternwheeler and we gave [Yates] a fair number. He refused that number. And now you see what the boat is without getting the money that it takes the good about running smoothly and working decent. [Yates] did not do it for sixteen (16) years. He refused to do it for the next ten (10). We did not make a bad deal." VP Lorang replies that time will tell. Munkhoff beseeches that VP Lorang give numbers, stating, "I have given you numbers, in public, that we went through that he refused. Now you can tell me and tell the public why that was a bad deal. We know exactly what it costs to run that boat and he refused it." VP Lorang replies that "It was a bad decision because it puts the Port at risk, first of all. Secondly, we have no plan moving forward from the Sternwheeler, that's viable, in my mind. We're getting rid of our staging area." Munkhoff argues that the Port is not, that the building is still there and there is space allotted for it. VP Lorang replies that still waits to be seen.

- e. Dave Lipps of Cascade Locks voices his concern that if the Port is going go through with a giant change of that building, making more entrances, making more parking, major changes of use, he wants to remind the Commission that those things do need to go through the Planning Commission. [The Port] cannot take a building that was mostly a small retail zone, greeting area and then suddenly put in a much larger restaurant, much more seating and then add more entrances to the building. If [the Port] is going to have two (2) businesses in there, [the Port] will need to go through [...] and planning. [The Commission] has to make sure [the Port] does not put the cart before the horse. Also, in this whole process, Lipps wants to advise the Commission that the more important thing is figuring out how the Sternwheeler is going to be a viable business moving forward. He thinks that [the Sternwheeler] is the much bigger

fish to fry than how to rent out that building to a restaurant that is a very easy thing to do. How the Sternwheeler operates and sustains itself as a business, [there] is much more money involved, it is much more complicated with getting groups of people in and how to charge them and everything. To rent out that building to a restaurant, Lipps feels like it is a little short-sighted, and is one of the reasons why he is working on [the] recall. It is because [he] feels like there has been a lot of short-sighted vision done by the Port Commission in the last year is with these deals just like this, where [the Port] is renting out the building but there is no sustainable plan or business for the boat. And, instead of having a business like AWI, who is providing jobs for our community, willing to repair the boat and also rent the building, now [the Port] is having to figure out what they are going to do with the boat, repair the boat themselves, and it just seems like it is a hodgepodge of plans put together with very poor business planning, and really hoping that things work out. Lipps comments that the last time the Port of Cascade Locks ran in the boat, it ran quite a deficit when it was running [the boat] itself. There has been a lot of talk in town about the Port running the boat itself, instead of having an operator for the boat, and Lipps thinks that it is a money-losing operation and should not even be considered. He ends by restating that this is one of the reasons why he is working on the recall. P Groves comments that [the Port] certainly considered him, and TIB. Lipps replied that we [Thunder Island Brewing] put \$70,000 of investment into the building. P Groves asks him to stop as Lipps had his turn to talk. P Groves points out that [the Port] helped them [Thunder Island Brewing] get their business going. He also states that he wants everybody to know that there was [...] in there and the boat was running that restaurant. He declares that this is not a new project and points out that the blueprint behind him does not show any new entrances or exits or anything like that, the same ones that are there are currently there. He comments that he does not know where all this is coming from. P Groves adds that there was a reason back in the 80s that the Port was not successful in running the Sternwheeler, but that was a lot of years ago. Now, it is being said that the Port or whoever [the Port] gets to work with that sternwheeler, cannot sell tickets on that boat. He states that he does not think that is a fair statement, either. "Everybody's an armchair quarterback [...] when you get up here and have to make decisions, right? Decisions for the Port, the Governor, the Senate, the President, everybody else has made statements, and I have them if anybody want to see, how well the Port has done over the past ten (10) years with decisions that we've has made." C Caldwell adds, "The last sixteen (16) years, the Sternwheeler and the activities that have happened here because of tourism, and I don't discount AWI's involvement in bringing people on that boat, but people were here, and people were wanting to come here. The proof of that boat, and I think we have a look at what this vessel can do for tourism. It made \$34 million for AWI over a sixteen (16) year period. That is equivalent to what the bridge has made to take care of what needs to be taken care of. The Port, in that contract and partnership that we made, and I think we did write a poor agreement with them over a sixteen (16) year period, the Port received \$1.2 million. With that \$1.2 million, we put in \$300,000 (worth of) pilings to so that the boat could still dock, because the pilings were going to break down. And the Port went to Dan Yates and said, 'We're partners in this' and 'Are you

willing? We would like to have you partner with us in the payment of doing this.' And 'Hell no' is what Dan Yates said to us with that. What did Dan Yates do after we got the pilings in? He had an individual \$6, \$7 per person, it started at \$4 maybe and then went up to \$6 or \$7, for every individual that went across the dock, which was the Port's dock, we went to him and said, 'Okay, you can do that. We are your partner, let's share in that if you're going to do that.' He said, 'Hell no.' I just want people to understand the relationship that happened over a seventeen-year period that the community doesn't know. Over a sixteen-month period, we got done with the contract, we wrote a contract that absolutely showed the value of the Port and said, 'We are just looking for a good partner and a good partnership.' And when we came back and said 'Here's our bottom-line, and we don't want to give it to you [for] the same sixteen (16) years because it wasn't a good partnership.' We value where we are, we value this boat, we the land we own, we value the forty (40) [years], because before they were here for sixteen (16) years, the Port ran it for twenty-three (23) years, and it already had developed its iconic mark and so that helps with that. So, they got all of that with their deal with us. We were just asking to say, 'Let's be good partners together and let's get through this.' And they chose that they wanted to have the same kind of exact contract that they had, and we asked them for a fair contract. They chose not to go with it." C Caldwell adds that when people say that [the Port] cannot run the boat and we will go bankrupt. C Caldwell states that all she can say about that is, "Depending on our staff and the commissioners, and the community, when you have the will to do something, you can work together to make something happen. But if you don't have that, well then lots happens that you don't want to see happen."

- f. Caroline Lipps of Cascade Locks first states that "Contrary to what (President) Jess Groves and Joeinne (Caldwell, Commissioner) would like to say, they actually made our lives very difficult as business owners of Thunder Island Brewing or 'TIB' as they like to refer to us." Lipps states that their experience was really poor working with the Port, due to their [Groves' and Caldwell's] involvement in making decisions, and honestly, the Port general manager should have been leading. She agrees with Dave (Lipps) that what he was saying is right, that this is a cart-before-the-horse situation with Ixtapa. She states that the Port gave them a two (2) year lease with an option for a third at the old Thunder Island Brewing space over multiple instances with the condition that [Thunder Island Brewing] obtained a conditional use permit. Lipps informs that if Ixtapa were to go into this space, they would also need to get a conditional use permit. Lipps points out that at the time, and that it is actually ironic that Gary Munkhoff is [present], but he made it very clear that the Planning Commission at the time was not going to allow for additional retail uses in the Marine Park Zone due to the zoning regulations. She cautions the Commission that this is election season right and there are several Port positions up for election and we also have a very active recall going on. She urges them to please use their judgment and do not make rash decisions. Lipps declares, "Don't lock our community into bad deals. Jess, you like to promote the fact that you've been a Port Commissioner for 30 years. Well, guess what? Sixteen of those that the Sternwheeler was here was part of your doing. And so, I don't know if we have competence in your ability to lead and make good business decisions. That was a bad business decision, according to you. But that

was also under your leadership. So, I urge you to caution yourself and not make big decisions on behalf of our community right now because we have lost faith." P Groves responds that facts get obscured as he was not on the Commission during that time. He reports that he was on the Commission when it was built and he was proud of that. P Groves would also like to say, "I will be glad to share the minutes of meetings between the Commission and you and David to see where the contention was. It sure as the heck wasn't with us. We were just trying to keep you guys to your agreement." Lipps responds, "No, do not gaslight me. That is not okay. You were paid \$18,000 by Nestlé." (Lipps is muted by staff). P Groves informs that she had her opportunity to speak and he was now having his. He continues to say that anybody who wants to see the minutes of those meetings or listen to the tapes, to see how [Thunder Island Brewing] brought in groups of people to harass the Commission and things of that nature, he would be happy to let them do that. C Caldwell states that she wants to say one thing because the recall was involved in this conversation about her and [P Groves] and about what she feels about this recall about Jess (Groves, Commission President) and herself and where it's coming from. C Caldwell professes that (she doesn't want) the fever of resentment, fear and worry and that her hope is that people will not make decisions based on other people's resentment, worry and fear, that they really will make decisions based on the facts. (Dave) Lipps responds that the fact is about [their] lease is you [the Port] would never continue it past two years. (Lipps is then promptly muted by staff).

- g.** JoAnn Wittenberg of Cascade Locks: Wittenberg opens that she has lived in Cascade Locks for sixty (60) years plus and points out that sometimes [people] say things out loud, that our tension gets up and we say things that we don't really need or off the top of our heads, because we're not thinking very clearly when our blood pressure is rising. She comments that there has been a lot of talk about the past and what decisions were made. She, as well as Jessie (Groves, Commission President) remembers when [the Port] got the Sternwheeler and Rodger Schock was so proud of that. He worked at Nichols Boat Works and was a welder and he made beautiful things all around Hood River County. She mentions that maybe Brad (Lorang, Commission Vice-President) heard of him because he was an iron worker and he made lots of porch things and fences and stuff, beautiful things and he was so proud of the Sternwheeler. And it ran well for quite a while that the Port ran. Wittenberg informs that when talking to Randy Holmstrom, the budget that he had to run the boat also had to pay for the whole park. She explains that [the Port] took a lot of things out of his budget that didn't just relate to the boat and if you go back as well, as Jessie (Groves, Commission President) said, go back and look at all the minutes and go back and look at those facts. If you look just at facts and figures of running the boat, and as first twenty (20) years, then you would know, you'd have to take out all the other costs that they attributed to the boat's budget and the same with other budgets that we've talked about since then. And so, if [anyone] needs to talk about such things that have happened in the past, you need to have facts and figures, not just feelings. P Groves apologizes that his blood pressure went up. He comments that there was a Sternwheeler meeting last night and they discussed some of the mistakes that were made by the Port back then. He states that, when [the Port] bonded the boat in the

early in the mid-70s, the interest rate was 17% or 18%. [The Port] almost did not do it because of that, but they went ahead because they had a million and a half dollars they got from the Feds when they built the boat. It was hard for the Port to make that payment that they had to make on the boat at that time. During Dana Walker's time as manager, he actually made money with the boat, but the Port made a decision along the way to purchase a second boat called the "Rose". [The Port] had an office in downtown Portland in Albers Mill with seven (7) people working in it. P Groves explains that those were things the Port felt they had to do at the time which did not work out the way they wanted to during that time. So, there was lots of reasons. He recognizes that Dan Yates did market the boat pretty well and also paved the way for [the Port] to understand how to go about doing that, too. [The Port] is currently discussing a couple of ideas of running the boat, where the Port may have a part in it, or partnership in it. He discloses that he is speaking unofficially as it has not been brought to the Commission, yet and it has only been talked about it at the Sternwheeler-level. But adds that it will be talked a little bit about later tonight. He urges people to look at the numbers, to look at the history, look at what [the Port] did right and what they did wrong. He thanks everybody for their comments and again apologizes for getting high-blood pressured. P Groves explains that he is pretty passionate about the Port and about what the Port does.

3) Presentations

a. Hood River County Energy Council Budget Request – Lindsay McClure

i. McClure briefs that she and Eric Strid (Co-Chair, Hood River County Energy Council) are here to inform the Commission of what they have planned for the upcoming year as well as a budget request from the Port of Cascade Locks in the amount of \$5,000. P Groves states that he is thankful for everything the Energy Council does but points out that Cascade Locks is unique in that they get their power directly from Bonneville Dam and the City itself has the utility and makes dollars off of the utility. He personally thinks that the reason the Port has donated to the Energy Council over the years is because they think that the council has done good things. P Groves admits that right now is not the best time to ask the Port as they have not started their budget process yet. The Port needs to take a really good look at what is going on with their budget and where they are and figure out where and how they can help out because the Port likes to support things to help the community.

b. Legislative Update – Mark Johnson

i. Johnson informs that it has been a really busy last couple of weeks. He starts with talking about the Bridge Seismic Strengthening Program project. The Port has been asking both Oregon and Washington for funding to get the program moving. Johnson specifically wants to discuss the Oregon request, which is \$6M. He received a call last week and summoned to the office of the committee chair, along with the lobbyist for the Port of Hood River as well as the with a lobbyist for Multnomah County. They were requested to have all the asks put into one bill by Friday, 05.05.23. They were able to complete the bill which is presented in the packet as Bill 3622 which includes the asks for the Earthquake Ready Burnside Bridge project, Hood River Bridge Replacement project and

Bridge of the Gods Seismic Strengthening project. The bill includes the Port's original \$6M request that we started back with this session. He reminds the Commission that they were asked to submit a scaled-back request a few weeks ago. The Port of Hood River and Multnomah County scaled back their request a bit and because [the Port's] ask was underneath their threshold, they just stayed at the same amount. Johnson expresses that he feels good about where they are at. Johnson reports that there is a letter of support in the packet that they want to send to the Presiding Officer, meaning the Senate President and Speaker of the House. The second item Johnson would like to discuss is related to the parking lot for the Bridge of the Gods Trailhead. What he would like to do is bring this request down to Salem and try to get this in the Christmas tree bill as a standalone allocation for just the bathrooms. Johnson reports that the ask would be \$178,000.

C STIPAN MAKES A MOTION TO APPROVE LETTER OF SUPPORT FOR HOUSE BILL 3622 AND THE BRIDGE OF THE GODS SEISMIC STRENGTHENING FUNDING REQUEST; C CALDWELL SECONDS; Passed Unanimously

c. Bridge Report – Chuck Mosher

- i.** IGM Blue explains that this report is typically the one he gave as Operations Manager and is based on the projections that [the Port] did after the toll increase and how well they have been meeting those projections. IGM Blue states that he knows that one of the first things the Commission is going to ask is how it splits out between the [Port of Cascade Locks] and the (Port of) Hood River. He will have that for the Commission, next time. Mosher reports that the bridge is projected to come out \$100,000 under the budgeted amount of \$3.3 million. IGM Blue adds that the bridge is always weather-dependent and they tend to miss the projection during those (winter) months. Last year, [the Port] made projections with considerations to how many people would move over to the BreezeBy system after the toll increase and a lot of work went into making sure. The assumption was made that customers had already moved to BreezeBy and there were not a lot of customers that were still paying cash. He points out that it highlights how much tourism comes into this town and how many [customers] get [to the bridge] do not know what BreezeBy is and will probably never cross this bridge again, or will come back when they see how beautiful this place is, but it is not daily crossings. IGM Blue admits that he feels pretty excited about our projections and am willing to say that if they have a decent next couple of months, the bridge will not be \$100,000 behind but closer to \$50,000. He thinks the Port should be pretty proud of the numbers that we put together and the fact that it hasn't landed or impacted locals, to a large extent. This has mostly been the folks that we're really targeting in this which was the bigger truck traffic, which is hard on the bridge, as well as the out-of-towners. IGM Blue offers to gladly sit down with anyof the Commissioners to go over the report. Or they can go to Chuck (Mosher), as going forward to this will be his report. They will add the breakdown of how much of that cash that we take in winds up in (Port of) Hood River's pockets, to this report. P Groves points out

that comments were made about the bridge toll increase but they were not raised on the locals, if they had BreezeBy. IGM Blue states that he is correct. P Groves prompts IGM Blue to answer why the Port raised the bridge toll. IGM Blue replies that the Port raised bridge tolls to balance the budget. P Groves states that he wanted that to be understood. C Stipan praises IGM Blue as starting as the Bridge Manager and progressing (to the Interim General Manager) and how he has learned everything there is to know. He is really proud of him. C Stipan also comments that he is glad that Chuck (Mosher, Accountant) is here because the Commission needs numbers like those presented. C Caldwell also adds that she is thankful for the visual (graph) as it really helps her understand the numbers better. P Groves admits that he was concerned about (the projection) a few months ago, but is glad that it has improved.

d. Museum Grant Report – Janice Crane

- i.** Crane opens with a recap on the operations of the museum. As the Museum is functioning as both the Cascade Locks Visitor Center and as the Cascade Locks Historical Museum, she has information for the Commission from a tourism perspective and from a museum perspective. Crane is happy to report that visitors traffic last summer was back up to 99% of what was normal before the pandemic. The museum has expanded its operating season. They are now open for all of March through all of October and is seeing a pretty significant increase in foot traffic in the shoulder season and is really wonderful to see. Last summer, the Museum collaborated with ODOT to facilitate in-person pickups for the Waterfall Corridor permits. For this summer, ODOT is not requiring permits on the historic highway. The museum will now be offering the Multnomah Falls Parking Lot passes which had only been available through Recreation.gov. The museum is hoping that that will bring more folks in and also, it will improve access for our community to be able to go to Multnomah Falls in the summer. Last year, the museum had one seasonal rotating exhibit which was a lot of fun for Crane, personally. They did one called “Now Entering the Uncanny Valley” in which they collected up all of the dolls and the mannequins in the museum and put them in one room. The museum also published the book, “Images of America: Cascade Locks and Canals” came out August 8th. They also hosted the 160th birthday party for the Oregon Pony, and that event was so fun that the museum is going to do it again this year and just make it an annual birthday party for the Oregon Pony. The museum has also been hosting bingo nights and trivia nights and our local breweries and the next trivia night is actually coming up next, on Thursday the 11th. The theme is “Are You Smarter Than a Fourth Grader?” and will go through the fourth-grade state history curriculum, which has changed a lot in the last several years and should be a good time. C Stipan comments that they appreciate it when she schedules them on the nights they do not have Port meetings. Crane informs that, this summer, the museum is open 10 AM to 5 PM, Thursday to Sunday. They are still closed on Tuesdays and Wednesdays. She restates that they have opened earlier for this season. One of the other fun things that they have seen this Spring is a

significant uptick in local residents coming to the museum. Typically, the visitation (rate) from the local population is about 3% of our visitors, in the spring it had been 16 to 18%. A new exhibit this summer is about the Cascade Locks schools and that is starting with like the little one-room schoolhouses and going all the way through the high school. The museum received a lot of really great donations from the alumni. They received letters, flyers, a set of 1960s [...]. They also acquired all of the yearbooks available for people to come take a look at. Another exciting exhibit is that the museum has opened up the upstairs bedroom so visitors can walk all the way around the upstairs now. Crane feels that that's really improved our visitor experience and definitely improved visitor flow. The museum has some upcoming events. The Pony party that will be on Saturday, July 22nd. They have also gone ahead and set the dates for the next several local history trivia nights. Those will be September 14th and November 9th. Crane expresses her thanks to the Port for letting the museum use the pavilion for their Magical History Masquerade this year. It will not be a tour because the Sternwheeler will not be available. [...] will do our fundraiser and it'll be in the pavilion instead. Other collaborative projects that the museum is working on, the Columbia Gorge Museums Pass is back for 2023. And what that is, is a punch card where visitors get admission for four (4) people to (ten) 10 museums in the Gorge for \$99. The museum also participating in the Oregon Heritage Plan evaluations. Oregon State Parks is doing a strategic planning process. They are doing a three-year survey project where they have targeted museums of different sizes, different populations and different types to see how they can support different heritage organizations in meeting the statewide goals for interpretation and preservation and all of the work that we do. The Cascade Locks Historical Museum was selected for that process and have completed one of the surveys and will do that annually moving forward until the project is complete. They are also participating in the Arts and Economic Prosperity Economic Impact survey, which is a project between the Columbia Gorge Tourism Alliance and The Dalles Art Center and the Americans for the Arts. They are collecting really detailed financial data on a voluntary basis from people who visit the museum. Visitors come in and they are given a little one page sheet which they fill out like. Example questions are, "How much money did you spend on gas to get here?" "Did you go to a restaurant?" "Did you stay overnight?" "How much do you spend on that?" The survey gathers data that shows what the cultural tourists in the Gorge are spending in our communities and that will be really good to have for those grants. Another important project that the museum did this year was that they were able to leverage the Port's support to apply for a grant from the Braemar Charitable Trust, and they paid for the museum to do their strategic planning process. They have their completed plan and Crane is very proud of it. They were also able to partner with Union Pacific Foundation to bring in a second year of capacity building funds to the museum and keep that second full-time position. In the last Museum Report, they talked about a capital campaign, that has been delayed indefinitely, but "identifying appropriate facilities" was identified as being the

targeted most important thing for their strategy. Whether or not that is the “Old Hardware Store” building or something else remains to be seen. But that is what they are planning to work on moving forward, figuring out where they are going to go, what's going to be an appropriate [...] and how can they make it happen. In numbers to show their economic impact for the year, they are trending towards surpassing their economic impact from last year. The museum is at \$110,000 in economic impact for this year to date. Crane reports that yesterday, new data came out from Travel Oregon. They did a stakeholder survey where they are collecting data from the tourism-facing organizations throughout the state and that includes in the Gorge and in the Gorge Arts and Culture came in as the fourth strongest out of 20 different [...] success areas. P Groves informs Crane that with the new docking agreement, the museum is going to get about \$21,000 out of that. He adds that he had a conversation with Charlie (Robertson, President and CEO of American Cruise Lines) and Robertson is willing to sit down with Crane and talk about adding the museum to their international commercial. P Groves comments that that is a huge deal to him. C Caldwell expresses her thanks and also points out that Wittenberg, who has worked many years with the museum, was smiling the whole time Crane was giving her report, and Wittenberg must be so proud to see what is happening with the museum. Wittenberg comments that the best thing the (museum) board did was to hire Janice (Crane). C Caldwell agrees. C Caldwell mentions that Cascade Locks has had a huge increase in homes, more than 100. Since the tax base has really increased over the last [...]. Someone from Hood River County Museum talked about how much money they get from Hood River County taxes. C Caldwell had asked how much does [the Cascade Locks Historical Museum] get and at that time it was \$0. She points out that the [Cascade Locks Historical Museum] was at a huge loss. She really believes that it is only right and fair that they really look into how much Cascade Locks gives into Hood River County due to taxes and can the [Cascade Locks Historical Museum] at least get an equal amount of monies from the Hood River County system that the [Hood River County Museum] receives. C Caldwell asks Crane if they have any kind of progress on that and if they are receiving money now from them at all? Crane replies that they have not made that connection, and this is honestly maybe the second time she has heard about it. C Caldwell points out that she does not think Crane was working at the museum when she first talked about so she understands that this may be the first time Crane is hearing about it from her. C Stipan pipes in that he is blessed to be a part of the Museum Board, and that the next Museum Board meeting is next Thursday at 9 AM, right here (in the City Council Chambers). P Groves comments that they had a discussion earlier about the Sternwheeler and where it may be headed or not, but the Port wrote in the contract, no matter who was running it, that they would do the museum’s cruise. P Groves states that they felt pretty crappy that it got cancelled and the reasons why it got cancelled.

4) Discussions

- a. Community Members for Economic Development Advisory Committee – Jeremiah Blue
 - i. IGM Blue reminds the Commission that in the previous meeting, they passed the new charge for the EDAC (Economic Development Advisory Committee). Currently, P Groves is the chair of that committee and Vice President Lorang also sits on it. They do, however, need three (3) citizens in order to fulfill that committee and make it enough to make a quorum. If the Commission has anyone they know of that are talking about how to get involved, the Port is looking for citizen members for that. C Stipan asks what is the time commitment for it? IGM Blue replies that they are looking now at potentially doing a meeting once a month because the Port is doing these publicly with the OWL systems and now have to use this room, there is a lot of scheduling that has to take place. He briefly thanks the City for their help with that. He informs that the Port very often finds itself in position where it needs to move quickly on situations and so one meeting a month would be the minimum. He admits that it can be quite a commitment. C Stipan asks what the duration of time would be, if the meetings are one, two or three hours long. P Groves interjects that they usually not that long. IGM Blue adds that they are open to changing the time of day based on the citizens that are involved, as they definitely want them to be able to attend. That would be something the committee itself can come up with. IGM Blue mentions that they have put postings for members on the Port website and will also put them on Facebook. C Caldwell suggests advertising it at the store and the post office.
- 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 Commission Meeting from April 06, 2023 and April 20, 2023
 - b. Ratification of bills in the amount of \$182,166.96
 - c. Approval of payroll for 04/19/2023 in the amount of \$36,238.86

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

- 6) Commissioner and Sub-Committee Reports
 - a. C Bump comments that he was down at Blackberry Beach and has noticed that the roads are really bad and needs maintenance. IGM Blue replies that the road there is always a place the Port is battling to keep in good condition so visitors can enjoy the area. He will take a look at it and see where they can pull from the budget to get some rock (gravel) in there.
 - b. C Stipan reports that he attended a Museum Board meeting and it was quite fun so everyone should check it out and get involved, because the more people that can help the museum, especially with the pony party and [events] in the future because Janice (Crane, Museum Executive Director) cannot do it alone. He adds that a lot of times she does, and she is amazing.
 - c. C Caldwell states that she does not have anything, other than that she has noticed the new benches and picnic area down at Herman Creek. She mentions that John

(Blackwell, Maintenance) is so proud of the work that he has done, and all of the (maintenance) staff, including Alfonso (Barron) Todd (Mohr, Maintenance and Construction Manager). It was a vision that they have and it's coming through very nicely. She comments that people can now picnic down there and it looks like maintenance is putting up swings or some kind of equipment for children. She expresses that it is very nice that they've really done some nice improvement down there, right on the waterfront. She also mentions that it was very nice meeting Paul (Taiclet, American Cruise Lines Executive Vice President), and Charlie (Robertson) from American Cruise Lines and it was great to take them out on the boat. They looked at every single thing that this boat had. She comments that she has not ever been in the engine room, herself. It was exciting. What they had to say was very uplifting, and she is looking forward to the relationships that they will be developing with American Cruise Lines. C Stipan adds that he appreciates the Sternwheeler and the Port really wants it to be a viable tool in the community, but also appreciates the twenty-one goslings that he saw at the beach yesterday. He also announces that this Saturday is one of CGRA's first events, it is a championship with high schoolers and invites people to come out to support the racing on Saturday.

- d. VP Lorang states that they did have a Sternwheeler Advisory Committee, though he finds himself, in general, not in agreement with the [advisory] committee at the moment and thinks he has already said enough contentious words.
- e. P Groves first apologizes for being a little contentious tonight. He explains that people get pretty passionate about what they do in life. He affirms that they did have a [advisory] committee meeting. They are discussing in that meeting some different looks at working with the Sternwheeler. The committee had a presentation regarding that, from a fellow local that is currently running an operation out of the Port's marina. He is interested in doing something with [the Sternwheeler]. P Groves thinks that all of the commissioners, even Brad (Lorang, VP), when they talked about it, need to see numbers. The Port needs to sit down and look at the numbers and look at how they can proceed. He admits that he has never believed for a minute, if it's done right, that the Port could not run the Sternwheeler. It is hard for the Port to run the Sternwheeler because of certain things that they are strapped to with employee costs and things of that nature, but there are ways that they may be able to work some of those things out. He thanks Preston (Wright, Captain and Owner of Heart of the Gorge Sailing) for spending time putting together a presentation to present to the committee. He adds that Wright is really enthusiastic about what he thinks he might be able to do. P Groves also appreciates that. He asks IGM Blue if there was anything he wanted to say on that. IGM Blue comments that they came out of the (Sternwheeler) meeting without any sort of recommendation regarding Wright's presentation, but from what he has heard tonight, there has been some questions about the numbers around the Sternwheeler, on what it takes to operate or what it takes to own it, how much [the Port] can make potentially on alcohol, how many passengers [they] need, all that information. He states that, generally, a business plan, whether it is from someone else who has operated in the past that we can get from them or one [the Port] can build themselves or one that [the Port] has to build based on what they have, somebody needs to come together, they need to get some hard numbers. He has talked to Nikki and Stephen,

and they have some deckhand logs which will give some numbers on people that pre-booked their trips. However, walkups are going to be more difficult to quantify and that does make up a large percentage of people who ride the boat. IGM Blue thinks they can take some of those numbers and really put together what it takes to put people on the Sternwheeler. He adds, that when it starts getting into things like how much they can make on photography, on liquor, and on all these other things, those projections are going to be a little bit more difficult. It's just not something that the Port does, we just don't do a lot of that sort of stuff. It doesn't mean that the Port can't, but it definitely means that those are more projections. IGM Blue states that he can at least put some numbers together and asks if the Commission wants him to sit down Chuck (Mosher) and Melissa (Warrant) and start putting together some spreadsheets and some details about the information that we currently have. P Groves comments that the Port actually have a lot of experience through Melissa (Warren). He points out that she was involved recently with the last operation and probably saw some of the things that went right and some of the things that did not go right. He adds that they need to really look at these numbers, anyway. It doesn't matter who runs the boat, the Port needs to know. He states that one of the things we struggle with is trying to get Dan (Yates) to give them numbers, which he was supposed to do but refused to do. When someone like Charlie (Robertson) or Paul (Taiclet) from ACL asks, "What's the numbers? What was the boat doing and how was it?", we don't have that information. [Having numbers] will help [the Port] make a decision on what is the best direction to go and how to go about doing it. P Groves mentions that the Port has had a couple other people show interest in the boat, which they have not explored those. One of them is Mr. (David) Ryan from Ryan's Juice. And another is here locally that worked either with or for ACL as an employee at a higher level. He also divulges that Dana Walker (past GM) called him some years ago and wanted to take the boat over and run it. He advises that the Port needs to look at their options and see where to go from there. VP Lorang mentions that he had a conversation with Kristin Meira (Director of Government Affairs for American Cruise Lines) last week and she basically confirmed that ACL has no interest in operating the boat, and that (operating the Sternwheeler) is not what they do. He conveys that Meira was very clear with him that [P Groves] had essentially been told that from the beginning of the negotiations. P Groves comments that the Port has an offer on it. VP Lorang repeats that there was no interest. He also adds that when he saw Meira in DC (in March), he told her that in his mind that lowball offer was an indication to him that [ACL] was not interested, to give the Port such a lowball offer, when they have to put a million and a half into repowering it and give an offer for \$50,000 a year. And she confirmed that yes, that was pretty much [it]. P Groves upholds that there is a difference to be between "no interest" and "making us an offer." He proceeds to clarify his point, saying, "It took sixteen (16) months to make the docking contract. They obviously wanted the contract before they did anything for the Sternwheeler. That was the deal. I've got paperwork to show that." VP Lorang disputes that [condition] could be considered as an indicator that [ACL] is not interested because they did not want [the Port] to use one as leverage for the other. P Groves comments that everybody has an opinion and thanks VP Lorang for his. He continues to say that when they talked to [ACL] this year, they were still interested in

working with [the Port]. They can still put people on the [Sternwheeler] from their cruises, which, we want that and we need that, but it is so late in the year, it is hard for them. He explains that they need time to market the new thing just to make the boat work, and that is where that conversation (with ACL) ended. It is not that they did not want to work with us, but that it is difficult in the likeliness of the year to try to make something happen. VP Lorang informs those that do not know, when he mentions Kristin Meira, she is the Government Relations Director for ACL. P Groves adds that Charlie (Robertson) and Paul (Taiclet) are owner and president of the company.

7) Business Action Items

a. Approve Ixtapa Lease

- i. C Stipan mentions that he received an email at 3:25 pm which had the lease for Ixtapa on it. He admits that he doesn't open his emails until 5:45 pm and this is the first time he is seeing the hard-copy. He comments that sometimes the Commission votes on something that they only received fifteen (15) minutes before the meeting starts. It is circumstance that they have been trying to work on, to get things out beforehand, but some things they are not privy to until right before the meeting. IGM Blue states that in his brief experience at the Port, there is a tendency that the Commission, in general, would like the most up-to-date information as soon as humanly possible. In contrast, he explains that with the City, if it does not make the agenda, it does not make the agenda, which is an absolutely fine way to do it. In the Port's instance, it approaches a lot of things like a business, they want to be up-to-date with the very last thing they came across, so it does land things in [the Commission's] hands late. That is the reasoning behind why the Commission tables [discussions] and visits them at another time. C Stipan comments that he believes that commissioners abstain their votes because they do not have the information they needed so they either table it to the next meeting, or they vote and the people that have the information that they need, either abstain or say "No." He used to also get a lot of phone calls from the Commission, telling him what was happening beforehand, just in terms of a heads up. He mentions that even this evening, when he walked into the room, there are things that he still does not know about but he appreciates all the hard effort. Regarding the lease signing with ACL, he would have loved to have been there and to meet Robertson and Taiclet but maybe that will happen next time they're in town. C Caldwell asks if it was because he was just not able to be there. C Stipan replies that he did not hear about it. VP Lorang comments that 2 pm is not a great time for a lot of people that actually work. P Groves also adds that it is if they are retired but agrees with VP lorang. P Groves states that he is not impervious to people's concerns and has a couple of concerns, himself. One is that the Commission has been "ping-ponging" this thing around for a while. They had Juan (Barajas of Ixtapa) and his son here to answer questions about the restaurant and about what went on there. He understands that it was not the contract and acknowledges hearing what Carrie said so he is going to table [the Ixtapa Lease Agreement]. But he is going to have a special meeting because the Port needs to get this done and they cannot keep stalling.

TABLED UNTIL FURTHER NOTICE.

- ii. VP Lorang comments that when there is a contract (up for discussion), it seems like every time someone pushes back, P Groves makes a statement that [the Commission] has been discussing it for a certain amount of time. VP Lorang feels like that is wrong, that whether it takes sixteen (16) months or takes three (3) months, if there are concerns about it, and if the community does not know enough about it and [the Commission] does not know enough about it. He stresses that he has been pushing against this the entire time. VP Lorang points out that he had previously stated that he is on the Economic Development [Advisory] Committee and the Sternwheeler [Advisory] Committee, and he pushed against these things, and given his objections. He addresses P Groves, stating "You can get plans and I repeatedly said I didn't get them." He has repeatedly asked how [the Port] is going to mitigate the needs of the Sternwheeler in cooperation with that restaurant. He has voiced his concerns about the additional impacts of parking. VP Lorang states that he has brought up a lot of things. He argues that it does not matter how many months [the Commission] has been "ping-ponging" [a discussion] around, "If we don't have the information, we don't have the information. We don't sign a contract, whether it's with ACL or whoever, because there's been a certain amount of time that you've been working on it. If nobody else has seen it and people still have concerns, in my mind, don't sign it just because a certain amount of time has passed. P Groves points out that VP Lorang is only one opinion and that there are several opinions present. He also adds that VP Lorang was not at the meeting when they Olga (Kaganova, previous GM) discussed the bullet points. He also reminds that the Commission stopped this at one point because they had someone else in town interested, the Rutherfords. So the Commission took time to consider what the Rutherfords' interest was. P Groves expresses that to him, stopping certain things is about the motive and it depends on what the person's motive is. VP Lorang replies that his motive is having a space that [the Port] can actually operate the Sternwheeler out of. P Groves responds that there is a space. C Stipan steps in and thanks P Groves for tabling the issue. He also adds that on the 28th of April, they received the floor plan in an email and he was able to review it. He spoke to a few community members to see what they were going to say and most questions revolved around whether it was going to bring jobs in town and if it will provide a phenomenal place to it. And he answered that it is. C Stipan mentions that he was expecting that the Commission was going to move forward with the lease and was intending to first ask Brooks to go over the entire lease agreement with them and then ask IGM Blue to tell the Commission how the staff felt about [Ixtapa] going into the park, and then the Commission would vote on it. He comments that [the Ixtapa lease] is an exciting part of what's happening in the community. P Groves remarks that [Ixtapa] is going to pay as much money as the Port received from AWI. He adds that the reason why he is tabling it is because of one simple reason, which is because Carrie (Klute) and her friends or whoever has not had

a chance to look at the agreement and he agrees with her on that. He stresses that he does not want to table it because he wants to see it move ahead, but that is okay. C Stipan turns to Brooks and asks, "This is the contract that you wrote up ... " Brooks clarifies that it is the lease he drafted based on the viewpoints that were given to him. C Stipan asks that as [the Port's] lawyer, Brooks thinks that this is the best deal that they can get, because [the Port] is paying his firm. Brooks replies that if the Commission wants to go into executive session to discuss the business points, he is happy to share that with them. Brooks reminds C Stipan that the Commission makes the business decision. Public Member Carrie Klute asks, if the Commission is going to sign the lease, if there is any way to present the business plan for the Sternwheeler as well, at the same time. To show, if it is raining, where are all the Sternwheeler customers going to hang out? They used to hang out inside the building but where are they going to hang out now. Is the Port going to build a cover for them? Where is the ticket booth? P Groves points out that those are good questions and replies that the plan included in the meeting packet does not show the rest of the building. He indicates an area on the blueprint and explains that there are going to be benches all along that area. He also points to another area and informs that there will be chairs in that place. VP Lorang comments that it would be nice to see what the rest of that building is. And as [Klute] said, what is your plan and how many people can typically stand and wait in that area if it is covered? Because there is shared restrooms there and a very small office or ticketing area. He points out that if they do not see the rest of the building and how that works with where the Sternwheeler is going to be. P Groves replies that [the building] has been a restaurant and there is seating there for a restaurant. VP Lorang rebuts that it is different when the restaurant is owned by the people who operate the Sternwheeler so they do not have a problem with people sitting there hanging out. But he thinks Ixtapa might have a problem if everybody's clogging up their restaurant area while they are waiting for Sternwheeler, eating their chips, unless they are getting beer too. P Groves replies that he thinks it is a little overplayed that there is not place for people. VP Lorang answers that, because they have not seen the rest of the drawing, so they do not know if there is room. C Caldwell chimes in that they do have someone in the room that did work on the boat, who was with people all the time, and would know and understand the traffic. She thinks that a lot of these questions can be simply answered by talking to people who worked on the boat and getting people's experience. She addresses VP Lorang and says that she has heard him say many times that he has not gotten to see [the plans], how are they going to get people on the Sternwheeler and what is that room? And C Caldwell claims that she has responded every time he has said it, that Olga (Kaganova, previous GM) said in a meeting with all of [the Commission] sitting here, while they were trying to deal with the AWI contract and were looking at how they could set up, how much space would they need, and it was decided they needed about 800 square feet. So, Kaganova marked off on a map that she had herself but had not shown to [the Commission], while [the Commission]

was there, but she discussed it, and she said she had a map that can show that 800 square feet. C Caldwell explains that it is the same 800 square feet that is being designed for the Sternwheeler now, the same exact 800 square feet. C Caldwell recalls that she requested a copy of the map from [Kaganova] and [Kaganova] texted it to C Caldwell's phone, right away. C Caldwell adds that she does not know why she is hearing things and understanding things differently when they were all sitting in the same room with the same eyes and ears. She implores for VP Lorang to not say that, just because he did not receive it, that it is [her or P Groves'] fault and that somehow, she has done something wrong. She confesses that it makes her feel that she has been doing things that she should not be doing. She comments that they can look at minutes if it is necessary, if it is in the minutes that Olga (Kaganova) did say that. C Caldwell reiterates that she did personally ask for [the plans]. She stresses that every commissioner had the right just as she did, to say "I'd like a copy that." She concludes that that was what she wanted to say and that is how that all happened. C Stipan comments that he likes Clause 29c under General Provision, titled "Quiet Enjoyment" which states, "So long as Tenant complies with all terms of this Lease and subject to the terms of this Lease, Tenant shall be entitled to peaceable and undisturbed possession of the Premises free from any eviction or disturbance by Landlord or persons claiming through Landlord." He defines it as that there will be a mixture of people that are going to be coming and going off the Sternwheeler and [the Port] will provide customers a place to go during wet weather. P Groves asks C Stipan, a few years ago when they had gone on a sternwheeler, did they not just simply walk down a walkway, get their tickets, and then boarded the boat? C Stipan replies that it was that simple. C Caldwell adds that she appreciates that Klute seriously looked at the lease agreement but what she wants to point out that the Port started talking about it a little about a year and four months ago, and [Ixtapa] is a business that has been very excited and anxious to get a business going before the summer season. There have been lots of stoppages and delays that were not on their end but on the Port's side, that ended up delaying them three or four months. Just the same with ACL, they had a lot of delays and stoppages that made ACL have to make the kind of decision they had to make, you know about the boat. She just wants to say that there have been a lot of delays and stoppages, but not on the part of the people that really wanted to get this moving so that we could get everything in order. She urges that the Commission [decide on this] because the other party has been ready. P Groves turns to Klute and offers to take her down to the space so that he can show her what the Port's ideas and thoughts are. He comments that as far as he is concerned there are some people that have a conflict of interest about having another restaurant that serves alcohol in town.

8) General Manager Report

- a.** IGM Blue reports that they hired a new employee at the bridge, Courtney Seaman. The Port has finished the last upgrade by easyCLIMB, made possible by the grant from Travel Oregon. The last three years, the backhoe has been on the Port's wishlist but it

has never quite made it into the budget. In the meantime, the Port has been very resourceful in buying large expensive band-aids but this afternoon the transmission went up. The Port is going to look at their options for repair but as they are approaching the budget, they will also be considering what replacing it could potentially look like. He admits that it will not be a small cost. Early this year, the Port successfully completed all the steps necessary to make the Flex 6 available property with the federal government and completed all of the GSA (U.S. General Services Administration) paperwork. The Port initially thought there might be some interest from the post office to use it as a hub out here. Interestingly, it was US Forest Service out of Hood River that first found out about the building and came out to tour it on May 6th. IGM Blue believes that they looked at three different buildings in the area. If it winds up that Flex 6 is the one they choose, they will send us an offer. That is how that would work from their end. This Saturday in Marine Park, as C Stipan mentioned, there is going to be a CGRA event, it will be a High School Championship race. Next week, there is the Gorge Invitational. May 13th [should be corrected to 18th], the American Red Cross will host a blood drive in the pavilion. Melissa (Warren) and Chuck (Mosher) continue to work diligently with our consultants, Merina+Co, in preparation for our first budget meeting. IGM Blue states that he was reminded that they need the commission to appoint a budget officer. In the past, it has been the General Manager, he would recommend a motion to appoint their accountant Chuck Mosher, as the budget financial officer to close work with Merina+Co this year, both on the budget, the audit, and the current financials of the Port. He believes that it should be [Mosher's] department that leads that this year and potentially going forward.

C STIPAN MAKES A MOTION THAT WE APPOINT CHUCK [MOSHER] AS OUR BUDGET OFFICER TO WORK CLOSELY WITH MERINA+CO TO WORK ON THE BUDGET, AUDIT AND CURRENT FINANCIALS OF THE PORT; VP LORANG SECONDS; Passed Unanimously

- i. P Groves points out that the Budget Message is not on the website and the Budget Message is a big part of the budget. IGM Blue replies that he will make sure that it gets up there.

IGM Blue continues with his report, stating that Special Projects Coordinator Brittany Berge has been wanting some help with One Gorge for a while and she may have recruited two new administrators, Liz Wilber from People for People and Wanda Sharfe from Port of Skamania and Skamania EDC. Their experience will be invaluable to help [Berge] with some of the administrative work that she does. [Berge] has been a huge part of that, so now there are three of them so she is excited about that. P Groves wants to know, since they tabled the Ixtapa lease and he knows Ixtapa has to apply for permits, and after giving people a few days to look at the agreement, how soon they can set a meeting. C Stipan informs that Thursdays, Fridays, Saturdays and Sundays would be convenient for him. Warren chimes in that she had sent an email earlier in the day about the (budget) meeting next Thursday on the 11th being postponed for a week and since a meeting was already scheduled for it, they can have the meeting for Ixtapa then. P Groves agrees with her suggestion. IGM Blue comments that if the Council Chambers is not available, they can use the pavilion. C Stipan recommends starting the meeting at 5 pm so that they all can attend the museum's Trivia Night at

6 pm. IGM Blue says that he will confirm the availability of the pavilion for Thursday, 05.11.23 at 5 pm. P Groves asks whether it is the desire of the commissioners to have Ixtapa come to the meeting, if anybody wants to ask them a question or whatever about what they're doing. VP Lorang expresses his agreement. Klute asks whether the lease will be attached to the packet so that the community has a chance to review it. IGM Blue states that it will. P Groves adds that they will make it available on the website. C Stipan comments that since they had mentioned grants and grant waivers, he was wondering if the Port is working on that. IGM Blue replies that it is definitely a wish and staff is always watching for available grants. C Stipan adds that he looked into how ports typically build money and how they tried to be successful in the past. And one of the things he learned was a project of the US Army Corps of Engineers says "the planning [...] offers a unique Federal subsidy [...] a port." He believes this is regarding bonds and asks if the Port has dealt with bonds in the past. P Groves replies that the Sternwheeler was bought with bonds. C Stipan suggests maybe the Port should research more into it. P Groves comments that bonds are pretty easy to deal with but it is the other types of grants that are more intensive. He mentions that he has IGM Blue looking into grants right now to help operate the Sternwheeler. IGM Blue states that the Port staff has looked for and won a grant of some sort but it is a labor-intensive process. They do not have anybody really much other than Mark and also [Berge] when she sees one but they do not have any specific person that does it. P Groves addresses Johnson and states that he has been pretty successful over the last four (4) years. They have gotten one for 2.4 million and another one for 1.3 million. And that is what is being used to work on the boat and get it up to speed. He points out that the Port has a company that they use from time to time to write grants. In the past seven or eight years, the Port did a huge plan on how to get truck traffic through the community without going down Forest Lane. The Port sent it to the federal government, at least three times and then for whatever reason, they stopped last year. P Groves explains that they need to keep asking if they are going to get it. He admits that writing grants is not cheap, he believes that that grant costed the Port around \$10,000. IGM Blue chimes in that the Port has been successful in winning grants, the current Strategic Business Plan is being paid for by a grant won from Business Oregon. C Caldwell adds that \$2.4 million and the \$1.3 million that the Port did receive, gives them the ability to really make some really good decisions for this Port today. So she wants to thank (Commission President) Jess Groves and Mark Johnson because those two are the responsible people to get those (grants) to us.

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

10) Adjournment 8:34 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 **May 18, 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 6:00 PM
 - a. Pledge of Allegiance
 - b. Roll Call
 - i. President Groves
 - ii. Vice-President Lorang
 - iii. Commissioner Caldwell
 - iv. Commissioner Stipan (excused)
 - v. Commissioner Bump
 - vi. Members of the Staff – IGM Jeremiah Blue, Accountant Chuck Mosher, Accounting Specialist Melissa Warren, Secretary Keriane Stocker, Special Projects Coordinator Brittany Berge, Government Affairs Consultant Mark Johnson, and Attorney Tommy Brooks
 - vii. Members of the Public – Brenda Cramblett of Cascade Locks, Carrie Klute of Cascade Locks and Albert Nance of Cascade Locks; Zoom Attendees – Nikki Adler, Olga Kaganova, Chris Matlock, Butch Miller, Gary Munkhoff, and iPhone.
 - c. Modifications, Additions and Changes to the Agenda
 - i. IGM Blue requests to move the General Manager Report to prior to Public Comment.
 - d. Declarations of Potential Conflicts of Interest
 - i. C Caldwell declares a Potential Conflict of Interest regarding the Sternwheeler Presentation as her brother works on the Sternwheeler.
- 7) General Manager Report
 - a. IGM Blue expresses the Port's condolences on the incident that occurred in the river, on Wednesday 05/17/23. P Groves adds that he had received a request for the Port to possibly get involved with acquiring a jet ski-type craft. He explains that the Port and the Four Treaty Tribes usually work intergovernmentally. In the meantime, there will be a lot of people in [boat launch] area and the Port is aware of that, however the Port will stay out that as it is not the Port's business. The Port will try to support the family the best they can. He has spoken to the IGM Blue and may bring in more port-a-potties to ensure that their health is taken care of.
- 2) Public Comment (Speakers may be limited to three (3) minutes)
 - a. Albert Nance of Cascade Locks implores the Port to contribute any support and/or resources that they can to help the grieving family. He states that local citizens have already pulled together their own money to help with food, shelter, and gas, and urges the Commission to help in any and all ways that they can, not only in the future to avoid this type of tragedy, but right now.
- 3) Presentations
 - a. Legislative Update – Mark Johnson
 - i. Johnson reminds the Commission that the Transportation Sub-Committee requested that the three (3) local bridges be joined into one bill which was presented as House Bill 3622. It has successfully passed the Transportation Sub-Committee with no

opposition and will move to the Ways and Means Sub-Committee. Johnson also mentions that he received an email from the Committee Administrator for the Washington Joint Transportation Committee. They are planning to do a tour of all the different interstate bridges on the Columbia River in September, starting in Astoria, and working their way all the way to the Dalles. He gives a brief update on ACL who is working on the permitting process. They currently are in acquaintance with someone from the NOAA fisheries who can give them some really good advice on the permitting process.

b. Ixtapa Lease – Mark Johnson

- i.** Johnson informs that Ixtapa's attorney has not yet reviewed the lease but during his most recent conversation with Barajas (Juan, owner of Ixtapa), the impression that was conveyed was that Barajas does not have any concerns with the financials set in the lease and he would like to move ahead with getting the lease signed. There may be minor items that may need to be elaborated on, but they are at the point where they really need to move ahead and start to get some things in order to get the word out. Johnson informs that Barajas has people that are ready to make the furniture that he wants to put in there and needs to order some new appliances for the kitchen and continuing the delay is going to make it that much more difficult for them to get set up to take advantage of the season. Johnson expresses that [Barajas] would really like to push ahead and encourages the Commission to decide on a way to get [the lease] signed in lieu of a formal approval later on so that Barajas can proceed on his end. VP Lorang turns to Brooks for advice. Brook replies that the Commission knows what the primary terms of the lease are, if the Commission agrees to those terms, they can give the authority to [him and IGM Blue] to hash out the actual lease language that is consistent with the terms, they can do that. However, if there is a major change, the Commission should want them to bring that back to them. Brooks stresses that it is really up to the Commission. VP Lorang remarks that it seems premature to sign a lease without the conditions finalized. Brooks clarifies that the Commission would not be signing the lease. VP Lorang replies that, if the Commission is voting to approve the lease, then for all intents and purposes, the Commission is approving the lease without knowing the final. P Groves clarifies that the Commission is approving [it] with provisions. VP Lorang counters that, without knowing what the revisions are, he does not think it is advisable. Brooks states that he is not recommending that they approve it while they are negotiating. VP Lorang comments that is what it sounds like they are talking about doing, voting to approve the contract before [the terms are finalized]. Brooks states that he does not know what the motion of the table is and emphasizes that he was asked whether there was a way to move forward and delegate some of that authority to Jeremiah (Blue, IGM), and his answer is "Yes, you can do that," but it is up to the Commission about how much they want to delegate. P Groves seeks confirmation with Johnson that Barajas has no problem with the amount that he is going to pay and several of the deal points. Johnson concurs, stating that apparently the financials are fine, but not knowing how Barajas' attorney will look at it, for example, if he wants more clarity about parking, these are points that are more of a grey area and is not fully elaborated in the lease agreement. Brooks stipulates that if a grey area raises a concern and results in a change in the business terms, he would bring it back to the Commission. IGM Blue inputs that the Commission tends to slow down a lot of its contracts because of this sort of process and Brooks has recommended that if the Commission could typically agree on standard deal terms: they are going to pay this

much, they are going to be responsible for this, the Port is going to be responsible for that, then delegating that authority to negotiate that [...] and keep those things moving would be a good procedure, otherwise the Port winds up with the attorneys going back and forth three or four or five times and it gets dragged on. With that being said, IGM Blue reaffirms that anything that would change any of the deal terms or deal terms that the Commission has not already agreed to, it would come back in front of the Commission. P Groves comments that the point that seemed like there could be an issue was parking, but it is stated in the lease that [Ixtapa] is paying the utilities, they are taking care of the restrooms, they are paying the Port \$3,500 a month, they are insuring the building, all these points that are super important to the Commission and the Port. Those deal points sound like they are acceptable. Johnson reiterates that Barajas does not have a problem with anything he has seen on the lease, it is just that heard his attorney's input yet. P Groves comments that he, personally, does not have a problem as long as they do not have deal points that are upended. The little, small details, he feels that [IGM Blue and Brooks] can work out. At least put in bullet points, it was pretty much decided on what they were willing to do and what they were not willing to do. IGM Blue adds that that is where most of the negotiations take place. In theory, once the parties get through bullet points, there shouldn't be too much negotiation. There should be just agreement of the language that supports that negotiation. P Groves stresses that the Port is in the "driver's seat", in that, if [Ixtapa] wants to change something after [the Commission] has approved it, they are going to have to convince [the Commission] to change that.

C CALDWELL MOVES TO ACCEPT THE CONTRACT WITH IXTAPA AS WRITTEN WITH THE GENERAL MANAGER TO CONTINUE THE NEGOTIATIONS ON THE MINOR ISSUES, AND THAT IT CAN BE SIGNED BY THE PRESIDENT OF THE COMMISSION, BUT IF THERE IS SOME MAJOR ISSUE THAT COMES UP, THAT IT NEEDS TO COME BACK TO THE COMMISSION; C BUMP SECONDS; Passed 3-1 WITH P GROVES, C CALDWELL AND C BUMP, APPROVING AND VP LORANG, OPPOSED.

- ii. C Caldwell comments that in Section 16 Assignment and Subletting, which sets the terms that "The Tenant shall not assign, sublease or transfer its interest under this Lease nor sublet the Premises without first obtaining Landlord's consent in writing, which consent shall be in Landlord's sole discretion," she appreciates seeing that in this contract, and her hope is that this statement will be in all contracts that [the Port] is getting into leases with.
- iii. VP Lorang comments that he has already previously stated his concerns about the potential impacts for the operation of the Sternwheeler as well as that [the Commission] basically have not done their homework on how much the potential modification of the building is going to take on [the Port's] side. P Groves replies that he wants to reiterate that he did offer to take VP Lorang down there to show him around. VP Lorang counters that P Groves has not done any of the calculations on how much it is going to cost the Port to modify the facility. P Groves answers that the Port is not going to make modifications, Ixtapa is. VP Lorang clarifies his statement in that he meant what is left of the building so that [the Port] can do the Sternwheeler operations, like the gift shop, etcetera. P Groves states that the only modification that he knows that has expense to it is getting the mold out of the walls in that part of the building, but that is not Ixtapa's fault. He adds that he believes they have a price on that from the maintenance manager, and because Mr. (Dan) Yates did not do anything to the building while [AWI] was in there, there may be some carpet that needs to be replaced.

c. Sternwheeler – Jeremiah Blue

- i. IGM Blue reports that there has been a general sort of discussion that the Port needs to at least understand what running this asset would look like. He adds that his direction from the Commission remains the same, which is to continue to look for an operator to run the Sternwheeler, but in the meantime, the Port also needs to understand what that could potentially look like for [the Port]. With the previous operators, [the Port] does not have a lot of information available on what ridership was like, what their costs were, particular schedules that they ran, how they successfully operated that boat. What the Port does have, and one of the probably most important things that they currently possess, is that institutional knowledge of people in our community that have operated that vessel under AWI. Right now, we have Captain Tom (Cramblett) and Nikki (Adler) and Steven (Hamrlich), who are currently working on the boat and getting it up to speed for the season. IGM Blue states that they actually have a very, very strong background and understanding of how the hospitality side work and the operation side works itself. He adds that Brittany (Berge) worked on the boat and spent a number of years with it. She also brings a very interesting piece to this dynamic. She understands the port and she understands the boat, which is very important because when they start making decisions about what they are going to do for the boat, it will be very impressive to have somebody that can speak the boat language and can also say, "You know what, that's a decision that is going to have to happen at the Commission" or "that's a decision that the GM is going to have to sign off on", or "actually that's one that we can just get done." To have that knowledge base as we move through this is going to be super helpful. What the [Port staff] did, was look at what they can actually quantify and is this boat sustainable in and of itself. It is really difficult to find out the ridership on that. The one number that the Port does have is the pre-bookings, the people who have pre-booked for a cruise. Those numbers they have because they are written in the Dockhand Logs. The dockhand has to keep a log of all the pre-booked customers and the [customers] who just showed up, they went into a different log, and unfortunately, [the Port] does not have those logs. IGM Blue reports that the number that he is working with is 7,200 passengers. He clarifies that there might be more but 7, 200 is what he can say is confirmed and rode last year. C Caldwell asks if that is from May to October. IGM Blue affirms. He continues to inform that they have heard that May is kind of a slow month, and June is when the majority of the passenger number is accounted for. He also states that they have heard things like, "the real money is made in the gift shop," or "the real money is made on the alcohol" or "the real money's made on the food." And then it becomes very difficult to quantify once again, because [the Port] does not have those records Operating a gift shop, selling alcohol and food on the boat, will certainly generate income, but what IGM Blue did not want to do was, for lack of a better term, hide the operational costs of this boat, which is the draw in the alcohol sales or food sales, he really needed to know: if [the Port] sends this boat out with passengers on it, and if the passengers don't buy anything else for the ticket and just come back, does [the Port] lose money? It really sort of came down to the fact that [the Port] has to determine a ticket price, they have to determine the fuel costs, they have to determine how much it will cost to take care of the crew. Some of these are projections. Fuel, is not unpredictable. Nikki (Adler) and Steven (Hamrlich) have that pretty dialed down. IGM Blue and Berge are sifting through ticketing systems, and more than likely they will choose the cheapest one at this point. They are looking for a lean operating

system. He states that they have heard previously that the Port got a little overconfident but when the Sternwheeler was run very lean and with a business mindset, it has done well before. Before delving into the presentation, IGM Blue reiterates that this is just a discussion on something that the Commission is potentially interested in. Through the slideshow, he explains the proposed Sternwheeler positions. He emphasizes that they will need to keep at least two (2) people year-round, an engineer and the operations manager. He explains that the operations manager also has to really understand the boat because it takes three (3) people to flip the Sternwheeler. If [the Port] has it sitting there in the middle of the winter, and a storm comes or the wind changes, they have those three (3) people on staff to turn that boat. After introducing the six (6) positions, IGM Blue states that this is the very minimum number of people that they will need to operate as a cruise ship. It is based on both Coast Guard requirements as well as just being able to pull off the operation. IGM Blue then goes into the proposed cruises. He explains that they looked at a few different ways of operating the schedule and what he is proposing is doing three (3) cruises, two (2) 90-minute day cruises and a two-hour sunset cruise. The schedule will cut down on the fuel costs substantially and also has been canceling less trips. IGM Blue admits that he is always very concerned any time the Port operates directly with the public. Because, as a government entity, they struggle sometimes with that customer service piece of it. They are really bound by a lot of government rules. Anytime [the Port] does that, there is a certain part of that that makes him nervous. With that being said, he thinks [the Port] has the potential. Utilizing a spreadsheet, IGM Blue discusses that, using the 7,200 passenger count from the previous year, if the ticket prices is set at \$47 for the day cruises and \$57 for the sunset cruise, the Port will make \$5,000 with the boat this year. He explains that they do not need to make money with the Sternwheeler, they just need to know that it can sustain itself. And emphasizes again that they do not have to make a lot of money with the boat, they just cannot lose any. If they choose to park [the boat], from an insurance standpoint, they will still be ahead. But if they park it, they stand to lose some of that institutional knowledge and that becomes very scary, to have a boat that they do not know how to operate and cannot pass that information on to the next people, whether it's an operator, the Port selling it, or the Port operating it themselves. What IGM Blue is proposing is 184 day cruises and 92 night cruises. If they raise the prices to \$57 for the day cruises and \$67 for the sunset cruise, the Port will make \$100,000. If they reduce it to \$30 and \$50, they would lose a \$130,000. He comments that he will send the Commission the spreadsheet, or they can come to his office, but he asks the Commission to play around with the calculator. He reminds them that this is just a boat going out and being a boat, that it can sustain itself, but they have to have the right ticket prices and it has to have ridership. IGM Blue also points out that something that is not figured into this is what it is going to cost from an administrative standpoint, and that is something to keep in mind. This will take up time for the GM, this will take up time from our finance department, this will take up time for Special Projects. There is, without a doubt, administrative costs. Can the Port handle that? IGM Blue believes that they can, but it will be more work. And something to consider is, is this something that they want the Port to actually be involved in? Do they want the Port, on a daily basis, to have administrative people focusing on operating the boat? He replies that generally, he doesn't think so, but he doesn't think they have an alternative that is presented in front of us that we don't have to consider this year. They are going to have to watch every penny along the

way, whoever the manager is going to be will need to report back to this Commission. This will be something that they will have to be watching on a weekly basis. VP Lorang asked if they calculated any potential breakdowns because we still have not finished the repower and that has been a continual problem. IGM Blue replies that that has not been factored in and admits that will absolutely be one of the most devastating things that could happen to the Sternwheeler this season. The Port has not been saving for this boat, this was not an expectation that they had. They do have ARPA funds that could be tapped into to make repairs that ultimately need to be repaired and used for the upgrade anyway, but without a doubt, a breakdown on this boat would be a problem. It is not just a problem concerning repair costs, but ridership as well as employees. IGM Blue comments that this very much a business and one that he thinks the Port can successfully run but it comes with risks, as all businesses do. P Groves adds that if it breaks down, they can always park the boat. He also states that he has a different point of view and thinks they need to operate the boat very cautiously. After skimming over the budget that was sent out, he mentions that the Port has almost \$2M in labor costs, three (3) years ago, it was \$750,000, adding that the boat got had because of the cost of labor. He comments that he and IGM Blue sat down earlier and discussed that if the Sternwheeler took fifty (50) people a day on one two-hour cruise, one, one way and one, the other, and did that seven (7) times a week, he can show on paper that the Sternwheeler can make quite a lot. He points out that the more cruises they add to it, the more labor and the more fuel and everything else. P Groves adds that the numbers he put together does not include someone alcohol, does not include selling photos and other things to make money. He also states that he spoke with ACL and was told that ACL is not going to land their boats over in Stevenson much this year, they are going to land them in The Dalles and they are going to take their people off those boats from The Dalles to Multnomah Falls. ACL is going to stop here for lunch and they are willing to do that on the Sternwheeler. P Groves also figured that piece in, which could be pretty heavy duty that 175 people, five times a week. IGM Blue remarks that that would dramatically change the equation that he had been based on 7,200 riders. If he added that piece of information to it, then this becomes an easier operation. P Groves comments that he knows the mistakes that were made and the things that were done right. He again advises that the Port proceed cautiously and run it like a business. He points out that, unfortunately, may mean that the employees of the boat may not get the hours that they want to get but the Port needs to operate the [Sternwheeler] in a way that the Port can make money. VP Lorang chimes in that there has to be a balance because if the employees do not get the hours they want, they will leave. P Groves replies that they will keep the key employees that IGM Blue mentioned earlier but the rest would part-time. IGM Blue adds that there are certain things that they are doing now that are costing the Port money, things like general upkeep, they are working towards getting their COI (Certificate of Inspection), which costed \$70,000. There is a certain part to getting the business going and the [Sternwheeler] capable of doing business that requires [the Port] to invest in the fact that we are going to do something with it, whether it is us or someone else. He understands that that [decision] is still on the table with Commissioners, so he wants to make sure that most of the spending that [the Port] is doing is required regardless of what they do at this point. VP Lorang comments that if they had another operator, [that operator] would be spending the money. P Groves remarks that [the other operator] would be spending the money but also not

paying [the Port] anything. For anyone that did not know, they explain that the COI certifies that the crew knows what to do if they have a fire or someone goes overboard, it shows that the fire system and alarms on the boat work. Every year, boats have to go through it. P Groves informs that the two (2) incidents that have occurred on the Sternwheeler was 1) the generator caught on fire because it was not cleaned, and they had to replace it because it caught on fire. And 2) they thought it was an issue with the SCR (Selective Catalytic Reduction) system but it ended up being a wiring issue, so when they put a SCR panel in, they did not wire it right. P Groves states that the Sternwheeler really has not had maintenance issues of any great peril over the last three or four years., and the reason the engines need to be replaced is because they got a lot of time. The first set of engines and generators and that was put in, in 1983 lasted twenty-three (23) years. Once installed, this engine replacement and change, the Port can plan on numerous years of operation of that Sternwheeler. P Groves imparts that another thing people might not know is that the Sternwheeler burns only ten (10) gallons an hour of diesel, it is a pretty cheap operating vessel. He admits that he will be the first one to say that the Port made some mistakes back in the day. When the Port first started operating the Sternwheeler, they operated four (4) months out of the year in Cascade Locks and eight (8) months out of the year in Portland, and when operating out of Portland, they had to pay docking fees, electrical fees, office fees and all these things that that we were in a tremendous amount of money, every month. P Groves admits that he would prefer to that the Port does not operate the [Sternwheeler], but he also prefer that the boat gets operated where the Port makes the maximum amount of money they can make. IGM Blue agrees that he would prefer the Port did not run the [Sternwheeler] but he does not see a current alternative to that. He, again, encourages the Commission to come in and sit down with him and play with the calculator and have a talk about what those ticket prices would be. In the slideshow, he is only showing the bare minimum numbers that are quantifiable and that he can count on. IGM Blue reiterates that if they had the previous operator's books, it would be considerably easier to tell the Commission what [the Port] is going to do with the Sternwheeler and how they are going to do it, but they don't so they are making their best educated guess with their accountant, with someone who has previously been on the boat and the (interim) general manager, and he is presenting what we have. He summarizes that he does think it is doable and he does not know if they have a lot of choices. IGM Blue expresses that he feels the Port will also be in a much better position, if they choose to negotiate with AWI or a different operator or ACL. The Port will be in a much better position and have a better understanding of what that boat is capable of what it takes to run it, how much money can be made, where the money is made. And with that the Port can make those decisions much stronger. C Caldwell comments that she feels good that the Sternwheeler is back in the hands of the Port and the Port needs to do the bare minimum right now. The Sternwheeler is the only sternwheeler in the Pacific Northwest, it is a unique tourism. There are lots of possibilities that they have not even tapped into. Her hope is that they will also look at what kind of platform can this boat really be. P Groves adds that he did his own calculations with just one cruise once a day. He did not factor in night cruises and sunset cruisers or anything like that because, from his past, when the boat goes out it costs so much for fuel, maintenance, expense for insurance and labor. He tried to figure out a simple scenario and tried to proceed cautiously rather than jumping in headfirst and trying to do all these different cruises. He states that that was one

of the things that cost [the Port] in the past. IGM Blue responds that they will take a look at the scenario that P Groves is proposing. Public Member Carrie Klute asks, if the Port knew that the AWI contract was expiring in December, why wasn't a business plan put together earlier. P Groves answers that they thought they had an opportunity to have do some more work with ACL. The problem that they ran into with ACL is that it got so late in the year, any business needs to have time for marketing, and they decided that they could not take the boat themselves this year because they did not have time to market and do the things that they needed to do. He also adds that sometimes when working with the Port, because they are a government entity, they run into incidences of a day late and a dollar short. He also wants to point out that the Port cannot do anything with the Sternwheeler until the next fiscal year (July 2023) as they have no money in this (year's) budget to do any more than what they are doing right now, which is working on the boat, fixing things up, and making sure it's ready. That is why they are talking about it now because there will be some money when they put this in the budget to move this ahead. P Groves communicates that he is seriously concerned because they have yet to get our 2020-21 audit, and it has been months and months and months to try to untangle this. He asks where the Port is with that. Mosher informs that they are working with two firms, the auditing firm, Pauly Rogers and the accounting firm, Merina+Co. He believes the auditing will still take a while, as it is auditing season and many other companies are doing their audits, so it has been put on the backburner for now. They are still working on it and the Port is still providing everything that [Pauly Rogers] asks for. P Groves comments that in all his years as a Port Commissioner, he has never seen the Port's books so difficult to untangle. Mosher comments that it is not necessarily that it is difficult but just how things were allocated and recorded. IGM Blue adds that Merina+Co is working together with Pauly Rogers. He has recently spoken to Matt (Apken, Managing Consultant Merina+Co) and Apken informed him that he had to pause (on the audit) because he needed to focus on the budget. Apken is working directly with Pauly Rogers, so when Pauly Rogers need something from Melissa (Warren) and Chuck (Mosher) and they cannot find it or are not sure what [Pauly Rogers] is asking for, or they already gave that to Pauly Rogers but Pauly Rogers does not understand the way that the Port recorded it, Matt (Apken) is there going through and translating some of that stuff. As mentioned earlier, IGM Blue states that currently, Apken has taken a pause on [the audit] to get the budget because the budget is critical. In his conversation with Apken, IGM Blue relays that Apken commented that "[the audit] is moving forward, it has not run into anything that is of major concern. It's taking too long, it shouldn't be but it is." IGM Blue also mentions that they are also building this (upcoming) year's budget with Apken, in order to make the way the Port record things now through our system make that auditing process much more easier. So, now when the auditors come in, everything they're looking for is right there the way that they want. This (upcoming) year's budget was really focused on how do they keep these auditing processes smoother and cleaner and easier based on the way that we're actually recording? Things are changing. They are recording things a little bit, changing the budget, and a lot of it is to meet the requirements that government accounting and the State wants, but also the things that the auditors want. Warren adds that they were giving them what they were asking for, and she personally sent them things two and three times that they would ask again for and then they would come physically and she would give them and they would leave and then they would

email her and want her to send it to them. She also mentioned that they were informed during the SDAO conference in February, that almost everybody in Oregon is two (2) years behind. The Port is not unique right now, [the State] just does not have enough auditors. Warren comments that the auditors that they have been working with are right out of college and when they send a different person every year, the staff has to bring them up to speed because they were not here last year and/or the year before, and they do not know what the Port's operations are. She also points out that the Port usually starts their budget in January and they have three and a half to four months to get the budget done. This year, the Port did not start their budget until April, so they couldn't work on the budget and the audit at the same time, but the budget actually takes priority or we have to lock the doors. P Groves asks what the difference between this year and the years before. Warren replies that they have a new auditor. P Groves responds that they have been working with Pauly Rogers for the last three or four years. Warren answers that they should ask Mr. Rogers what the difference is. P Groves replies that he has spoken to Mr. Rogers and David Bledsoe (the auditor) to try to get an answer. He knows that Bledsoe was out for a week. Warren recounts that previous auditing firms would send a team of five people and they would sit down in the basement and would go through all the boxes, and they would be there for two weeks or more. This year, Pauly Rogers does not do that. They send one person for like a day and a half and she sets out everything they asked, and the one person sits down and go through it. She comments that they never stay a full day or and then they go and then they want her to email it to them. Warren asks, "Do you know how long it would take me to scan all the work that I do, to send to them? When they could come and just be there and go through it." P Groves states that they need to identify this (problem) because the Port should not go through this again. VP Lorang asks, if the Port is digitalizing everything, moving forward. Warren replies that they are not. Warren apologizes that she does not have a better answer. P Groves replies that they are not looking for answer but a solution. Warren comments that [Pauly Rogers] works differently and the Port is not set up that way. IGM Blue comments that [the Port] is very much enjoying the work that is getting done with Merina+Co and the services they offer. He adds that Merina+Co also offers auditing, and it would be interesting to have somebody who has looked at [the Port's] books the way that they have so far, understood their books and be able to audit their books going forward. Merina+Co is really starting to get a very strong understanding of how the Port works to help them put it together. P Groves suggests that the solution may be that the Port needs a different auditor. Warren adds that she has not needed to send Merina+Co anything twice. P Groves states that he does not want to approve a budget, or the Commissioner-Elects, that he does not know the total answer to. IGM Blue remarks that Apken will be [once the budget is done] right back to working on the audit. P Groves comments that the Port has to do a supplemental [budget] until they have the answer but he does not know what that answer is. Warren replies that the Port has to have an approved balance budget by June 30th or no one comes to work. P Groves refutes her statement, saying that he and Olga (Kaganova, previous GM) did a budget during COVID that was a partial budget that satisfied the stipulations so they could do a bigger one. Warren points out that there were different rules during COVID. P Groves asks, "What are they going to do? Fire us all?" He then asks Warren if she understands where the budgets go. Warren replies that she does as she has been delivering them, in person, herself, to the County for the past twenty (20) years.

P Groves concurs with, "So the State does not even look at them." Warren points out that the County sends them to the State. P Groves replies that the State said that they do not look at them. He emphasizes that he wants the budget done right. Warren suggests that they ask Apken during the Budget Meeting, next Thursday (May 25th) on where the Port stands. P Groves agrees with the suggestion and adds that maybe the Port is in okay standing, but he is just concerned because they have not finished the 2020-21 audit.

- 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 Special Commission Meeting from May 11, 2023
 - b. Ratification of bills in the amount of \$124,149.22
 - c. Approval of payroll for 05/04/2023 in the amount of \$36,931.61

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

- 5) Commissioner and Sub-Committee Reports
 - a. P Groves first comments that he understands that C Bump did not win at Wildhorse Casino. C Bump states that he did not. Mosher asks if C Bump had fun. C Bumps replies that he did. IGM Blue jokingly comments that Mosher can tell him why not to go to Wildhorse Casino. Mosher explains that he used to work there for thirty-four years. Getting back to the topic, C Bump, asks whether there are "No Swimming" signs by the boat launch. P Groves replies that there is and adds that the Port also has an ordinance that says it, too. C Bump comments that he was concerned about that. P Groves adds that he and IGM Blue discussed it earlier in the day and have decided to put up more signs. C Bump mentions when he was younger, he used to jump off the [footbridge] all the time. P Groves asks if the water was as swift as it is right now. C Bump admitted that it probably was not. P Groves points out that right now, it is high-water period as there was a lot of snowfall [this past winter].
 - b. C Caldwell informs that she does not have anything.
 - c. VP Lorang reports that there was a Budget Committee meeting but it was inconsequential. P Groves apologizes for not being able to attend in person as his back was not doing well.
 - d. P Groves mentions that ODOT Region 1 is planning to meet in Hood River County in August, and may possibly ask to hold it in the pavilion and encourages everyone to attend. P Groves states that he had spoken with (Scott) Sullenger about a jet ski-type craft (Waverunner) and was advised that if the Port acquired one, it should have at least 1100cc as anything lower would be less stable and potentially be more difficult to use in rescues. Sullenger estimated that a new one would cost \$12,000. P Groves asks whether the Port has money somewhere in its budget to use towards this. He states that, as the fire department is the City's responsibility and not the Port's, if the City is willing to put up half of the cost, he is willing to [approve] the Port putting up half, as well. P Groves also mentions that the last time the Port put money into the fire department was about \$20,000 for recruitment and John (Logan, Fire Chief) has been doing a great job. VP Lorang suggests reaching out to local motorsport dealers to inquire if they would be interested in sponsoring the fire department. Johnson also suggests contacting the Hood River Sheriff Department as they have an extensive water rescue program. VP Lorang recalled that the fire department previously received their fire boat as a donation from the Hood River Sheriff Department. C Caldwell asks, "The fire department has a boat?" VP Lorang replies that the fire department *had* a boat, unfortunately it mysteriously sank at the Port's docks. P Groves also states that if the fire department is going to have a boat and do rescues, they will need pay to have someone get trained. C

Caldwell asks whether John (Logan) would oversee that. P Groves concurs. Warren suggests, if the City put \$6,000 and the Port puts \$6,000 towards training and personnel, they could also do fundraisers and take donations to collect funds during community events such as the Fourth of July, to buy the [Waverunner]. P Groves adds that with all the sailing and water activities the town is involved in, it is probably not a bad idea to invest in a [Waverunner], they just need to make sure they acquire it properly and people are certified to operate it. Warren also suggests that there might be grants that would help fund it. Public Member Brenda Cramblett also points out that if the [Sternwheeler] is running, it can also provide rescue services, as they have practiced for it and have rescued quite a few people throughout the years. C Caldwell questions whether CGRA (Columbia Gorge Racing Association) or GCC (Gorge Canoe Club) could provide assistance. P Groves responds that they will if they are there when an incident happens. IGM Blue adds that Val (Stepanchuk) was one of the first ones in the water when they were notified of the incident. P Groves agrees that Stepanchuk is a powerful [paddler], however with the current conditions, everywhere else on the river would be fine. But, at this time of the year, in the navigation locks, a Waverunner would be very useful.

VP LORANG MAKES A MOTION TO PUT \$6,000 IN THE BUDGET FOR A WAVERUNNER FOR THE FIRE DEPARTMENT; C CALDWELL SECONDS; Passed Unanimously

- i. P Groves asks Public Member Albert Nance what else he had requested the Port to assist with. Nance answers that he had mentioned shelter, gas, and food. P Groves replies that he had an extensive conversation with Denise (Emmerling-Baker, Public Member) about it and the problem with the Port in regard to the campground is that people can reserve sites online and it is filling up quick. He relays that his suggestion was to tape off some of the parking lot by the boat launch and provide more space for them down there. Nance informs that he was notified that the family was only able to secure two rooms in Stevenson. C Caldwell asks which tribe is involved. Nance replies that he did not ask. Klute adds that she was just notified that the family has incurred \$2179 in costs between paying for hotel, gas for the boats, and trailer sites for the campground. Nance requests that the Commission waive the campground fees. Berge informs that [the Port] has already blocked out four (4) campsites for the family, until Monday (May 22nd). P Groves thanks Berge for doing that but emphasizes that there has to be a time-limit set. He also informs that the way the Port usually works with the Four Treaty Tribes, is government to government, so it would be best if their Tribal council contacted the Port to work out an IGA (intergovernmental agreement) so that they can make sure that stipulations are put into place. Nance offers to speak to the family and give them the contact information that they need so that they can get it taken care of. IGM Blue chimes in that as a government agency, [the Port] sets pricing and they set that for everybody who comes into the park. The Port runs a bit of a slippery slope of deciding that they are going to waive this fee for this person and not waive this fee for this person. He admits that he specifically feels like it is the right thing to do, but it is also not something that necessarily is going to be fair thing to do. He points out that there are district members who vote and who say the job of the Port is to make money. He does not think there are very many people with that mindset, but he does have a voter that he knows does not want him to waive traffic on the bridge. IGM Blue states that the person wants them to collect from every single person because that is what they want the Port to do. And that is why that person pays their tax dollars, for the Port to make that money. IGM suggests a simpler solution and one that is

more in line with the Port's mission is, as a government entity to give a cash donation or a cash grant or some sort of cash to an entity that is providing that support. The Port can easily help organizations, but it becomes a little slippery when they start helping individuals, because then people can say, "Well, why did you help them, but you didn't help them?" and the question arises of who decides who gets helped? IGM Blue stresses that the Port very much wants to do these things for these people, but it is a little bit easier for the Port not to have that direct [...]. He also emphasizes that the Commission can do absolutely whatever they want. VP Lorang asks Warren if there is an application process. Warren replies that it has been spent this year and will not be available again until July 1st. P Groves stresses that he is not worried about the money, but about the politics. C Caldwell explains that that is why she asked what tribe the family is from, so that they could reach out to the right Tribal council. P Groves directs Nance to give the family head IGM Blue's contact information so they can meet with them and discuss what the family needs and what the Port can and cannot do. Warren suggests that since the Port will be doing budget adjustments in June, the Commission can make a motion to put money in that line item and then they will do the budget adjustment in June. P Groves asks if the Port still has money in its Contingency fund. Warren replies that it still has \$600,000. P Groves comments that they can take money out of the Contingency fund if they need to, which is why he said that he is not worried about the money but about the politics. IGM Blue adds that the quickest solution would be a one-page IGA with the Tribe.

VP LORANG MAKES A MOTION TO APPROVE AN IGA WITH THE TRIBE AND ALLOW JEREMIAH (BLUE, IGM) TO WORK WITH THEM TO RESOLVE THE ISSUES; C CALDWELL SECONDS; Passed Unanimously

- ii. P Groves also brings up that, three (3) months ago, the Commission decided to make Jeremiah (Blue, IGM) the interim general manager and to possibly look later for a (general) manager. P Groves states that he, personally, feels that IGM Blue has done a good job and would like to go ahead and make Jeremiah (Blue, IGM) the manager and raise his pay. He does stipulate that IGM Blue will have a probation period. Brooks advises discussing the topic in executive session first before making a formal motion as he does not know what the motion on the table is going to be and there are details to be discussed such as the (employment) contract, the job description, etcetera. He adds that they cannot talk about pay in executive session.

6) General Manager Report

7) Executive Session under ORS 192.660(2)(f) Discussion of Exempt Public Records and ORS 192.660(2)(h) Legal Counsel Regarding Litigation or Litigation Likely to be Filed

a. Recess from Regular Session, into Executive Session at 8:19 pm

b. Recess out of Executive Session, into Regular Session at 8:50 pm

- i. C Caldwell states that Brad (Lorang, Port Vice President) brought up raising Jeremiah (Blue, IGM)'s pay and though she understands that is separate from the negotiation for the general manager position, she would like to see it be discussed right now. VP Lorang comments that he believes that it will be part of the negotiation of the contract to make the pay commence with IGM Blue's start date of IGM.

C CALDWELL MAKES A MOTION TO DELEGATE TO THE PRESIDENT AND VICE PRESIDENT TO MAKE AN OFFER TO JEREMIAH BLUE TO BE THE GENERAL MANAGER, BASED ON THE CURRENT JOB DESCRIPTION, DUTIES AND EXPECTATIONS; C BUMP SECONDS; Passed Unanimously

8) Adjournment 8:54 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 5-12-23

To 5-26-36

PERS	PERS	9,358.24
Building Innovations	Lobbing and DC	6,314.40
Business Oregon	Flex 1 Loan Payment	14,057.54
Camp's Lumber	Maint Supplies	1,500.00
Cardinal Bag Supply	Night Deposit Bags	794.70
Petty Cash	Refunds on Toll Tickets, Supplies	237.70
Century Link	Phone Service	32.76
City - Cascade Locks	Final bill for Gorge Conoe	20.37
Coburn Electric	Troubleshoot transformer Flex 6	1,200.00
Colleen Garwood	Deposit Refund	300.00
Columbia Gorge News	Budget Ad	49.50
Dennis Snyder Jr. Contractors	DEMO-WALK IN COOLER, INCUBATOR SPACE	1,800.00
DOGAMI-Mined Land Reclamation	Permit for Quarry	1,474.79
Durham & Bates Insurance	Bridge Insurance	42,591.00
Gorge Portable Sanitation	Services	93.50
Home Depot	Maint Supplies	2,052.23
Hood River County	Property Taxes for Sternwheeler	6,743.05
Hood River Garbage	Services	1,035.12
Hood River Sand and Gravel	CONCRETE for SWINGS IN BUSINESS PARK	1,196.00
Kiwi Fence Contractor	Maintenance Yard Fence on Lot 6	7,714.00
Les Schwab Tire Center	Bearings, Brakes and Pads on Truck	2,952.82
MCEDD	Development Working Group	600.00
Miller Paints	Paint, etc.	1,487.37
Moda Health	Dental Ins	736.11
Moss Adams	2023 Strategic Planning	11,775.00
Oregon Department of Revenue	Payroll Taxes	3,209.76
ODOT	Fuel	504.35
Oregon State Forester	Fire Protection in BP	1,015.92
Pacific Northwest Waterway	Mission to DC	2,687.50
Peterson Power Systems	Engine package, per specifications attached.	65,549.76
RADCOMP Technologies	IT Services	3,996.83
Ricoh USA	Copier Lease	88.39
Signaling System Solutions	Monitoring for Flex 5	2,600.00
Special Dist Ass'n of Oregon	Medical and Denial Insurance	9,973.74
Tenneson Engineering	Flex 6 building related costs	532.00
The Port of Hood River	Breeze-By	6,992.42
United States Treasury	Payroll Taxes	8,874.22
US Postmaster-Cascade Locks	Stamps	189.00
Veritiv	Restroom Supplies	750.72
Western Display Fireworks	Fireworks Show 2023 -- 2nd Deposit 25%	3,300.00

TOTAL

\$ 226,380.81

Port of Cascade Locks
Approved Budget
Fiscal Year 2023-24



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Budget Committee Members

Citizen Member – Albert Nance

Citizen Member – Diana Reedy Vanwinkle

Citizen Member – Donna Mohr

Board President – Jess Groves

Vice President – Brad Lorang

Secretary Treasurer – Joeinne Caldwell

Board Member – Dean Bump

Board Member – John Stipan

Staff

Interim General Manager – Jeremiah Blue

Budget Officer & Accountant– Chuck Mosher

Accounting Specialist – Melissa Warren

Budget Message

We are pleased to present the FY 2024 Proposed Budget. The budget is the organization's primary policy tool, reflecting programs and services to be offered to the community for the coming fiscal year, aligned with the estimated resources and costs to complete the work.

In years past the budget has been developed with three funds: the General Fund, the Development Fund, and the Reserve Fund. The way these funds were 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. We have decided to combine all the funds into the general fund moving forward. The development fund has been added as a department within the general fund and the reserve amounts have also been added as a line-item titled "Reserve for Future Expenditure".

The budget as it is proposed assumes that most existing services will continue at current levels. Significant changes in service levels for FY 2024 include:

- General/other and Marine Park and Recreational Areas-Other were combined as General in this budget. Most of these expenses relate to maintenance of parks or other facilities. Capital expenditures for this general department is \$125,000 for the Visitors Center and \$150,000 for a new backhoe.
- Credit card fees are now budgeted separately from contract services.
- The Campground has \$115,000 in the budget for upgrades of water and electrical.
- Sternwheeler is budgeted for operating 4 days a week for 5 months out of the year.
- For development there is:
 - Legislative appropriations for \$2.4 million for business park infrastructure.
 - Bridge strengthening grant for \$6 million.
 - Bridge of the God Trailhead grant \$178,000.
 - Cascade Locks trail system grant \$140,000.
 - ARPA funds to spend \$960,000.
- Debt service payments have increased to \$1,448,553 as follows:
 - Business Park Road Improvements \$17,861.
 - Herman Creek Flex 1 \$56,231.
 - Herman Creek Flex 2 & 4 Draw down interest payment \$136,000 and annual principal and interest payments of \$146,575.
 - Business Park Flex 5 pFriem \$394,650.
 - Business Park Flex 6 Drawn down interest payment \$311,000 and \$369,000 annual principal and interest payments.
 - Truck payment \$17,236.
- Reserves of \$705,000 will be spent as follows:
 - Bridge 15 year plan \$200,000.

- ODOT Bridge Work \$505,000.
- Reserves for future expenditures are \$1,157,300.
 - Bridge Reserve \$744,122
 - Debt Reserve \$408,500
 - Vehicle Reserve \$4,678
- Unappropriated ending fund balance of \$4,626,019.

An important aspect of municipal operations is comparing your resources without the beginning balance (new resources) to your operating requirements. This would include personnel, materials and services, and required debt service. For the current year, operating requirements exceed new resources by a notable amount of \$45,163. This is not particularly discouraging considering this year includes \$447,000 in one-time interest payments. Without those interest payments, the operating margin will substantially increase next year.

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 the proposed budget has been a team effort, involving all departments. Special credit goes to Chuck Mosher and Melissa Warren for their work on preparing this proposed budget.

Sincerely,

Jeremiah Blue
Interim General Manager

Changes by the budget committee:

\$500 Increase in Camping advertising

\$50,000 Increase in Marina for dredging

\$34,000 Increase in Non-Allocated Debt Service to pay off Business Park Road Improvement loan.

Ending Fund Balance was lowered to allow for the above changes.

General Fund

General Fund Summary	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Resources						
Beginning Balance	1,582,609	3,007,636	3,775,450	5,679,322	8,589,482	8,589,482
Property Taxes	4,503	4,871	4,500	4,930	4,900	4,900
Bridge Tolls	2,614,827	2,667,533	3,330,000	3,201,590	3,330,000	3,330,000
Leases, Rents, and Fees	826,028	1,709,860	1,622,535	1,188,077	2,337,730	2,337,730
Miscellaneous Revenue	23,439	31,713	30,000	80,366	45,000	45,000
Grants & Restricted	330,736	294,746	4,196,091	1,308,618	8,768,000	8,768,000
Loan Proceeds	4,796,329	6,273,866	1,000,000	1,000,000	-	-
Loan Prepayments	257,394	275,000	35,199	35,199	-	-
Interest Income	31,989	47,834	-	130,313	132,000	132,000
Gain (Loss) on Sale of Assets	68,073	(281,919)	-	295,220	-	-
Total Resources	10,535,927	14,031,140	13,993,775	12,923,635	23,207,112	23,207,112
Requirements						
Salaries and Wages	788,206	893,533	1,041,152	963,673	1,235,814	1,235,814
Payroll Taxes & EE Benefits	340,036	270,454	404,893	350,640	577,075	577,075
Personnel Services	1,128,242	1,163,987	1,446,045	1,314,313	1,812,889	1,812,889
Full Time Equivalent (FTE)	-	-	-	-	26	26

General Fund Summary	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Employee Recognition	-	-	3,400	-	3,500	3,500
Insurance	198,042	266,491	281,177	214,084	474,300	474,300
Promotion and Advertising	10,940	10,280	5,950	12,042	45,300	45,800
Office Expenses	11,316	10,637	8,450	18,869	20,000	20,000
IT & Monitoring	67,333	66,029	84,547	82,988	92,000	92,000
Credit Card Fees	-	-	-	-	144,441	144,441
Dues & Subscriptions	17,320	23,115	23,704	29,398	35,120	35,120
Repairs & Maintenance	44,441	90,849	146,700	74,216	426,000	426,000
Supplies and Small Tools	54,287	111,554	87,390	80,542	60,250	60,250
Utilities and Communication	94,673	119,998	98,444	154,598	212,540	212,540
Legal Fees	92,689	325,120	390,000	115,013	325,000	325,000
Professional Services	125,513	90,950	81,500	28,945	-	-
Contracted Services	223,045	126,007	646,880	313,903	547,500	597,500
Licenses & Fees	40,944	66,412	63,499	81,247	73,200	73,200
Community Services	80,769	51,622	53,600	57,688	53,600	53,600
Travel and Meetings	22,651	35,779	76,400	47,229	57,100	57,100
Education	5,670	8,030	20,200	17,551	21,000	21,000
Leases and Rents	11,787	12,447	12,500	22,926	13,500	13,500
Taxes	3,718	4,488	7,000	7,804	9,500	9,500
Miscellaneous	(8,713)	1,696	13,249	1,151	19,500	19,500
Materials & Services	1,096,425	1,421,504	2,104,590	1,360,194	2,633,351	2,683,851
Capital Outlay	5,195,218	939,218	7,086,906	1,186,931	10,629,000	10,629,000
	5,195,218	939,218	7,086,906	1,186,931	10,629,000	10,629,000
Debt Service	108,406	4,827,109	1,043,787	472,715	1,448,553	1,482,553
	108,406	4,827,109	1,043,787	472,715	1,448,553	1,482,553
Contingency	-	-	907,311	-	900,000	900,000
	-	-	907,311	-	900,000	900,000
Reserver for Future Expenditure	-	-	1,015,530	-	1,157,300	1,157,300
	-	-	1,015,530	-	1,157,300	1,157,300
Unappropriated Ending Fund Balance	-	-	389,606	-	4,626,019	4,541,519
	-	-	389,606	-	4,626,019	4,541,519
Total Requirements	7,528,291	8,351,818	13,993,775	4,334,153	23,207,112	23,207,112
Resources less Requirements	3,007,636	5,679,322	-	8,589,482	-	-

Administration

General Fund: Administration

	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Resources						
Property Taxes	4,503	4,871	4,500	4,930	4,900	4,900
Leases, Rents, and Fees	8,343	58,134	-	35,128	-	-
Miscellaneous Revenue	21,615	12,418	15,000	5,249	30,000	30,000
Grants & Restricted	283,986	294,746	50,000	-	50,000	50,000
Interest Income	8,017	14,291	-	124,435	132,000	132,000
Gain (Loss) on Sale of Assets	70,377	-	-	-	-	-
Total Resources	396,841	384,460	69,500	169,742	216,900	216,900
Requirements						
Salaries and Wages	496,187	494,521	414,029	386,922	465,677	465,677
Payroll Taxes & EE Benefits	249,724	175,607	161,011	168,583	221,257	221,257
Personnel Services	745,911	670,128	575,040	555,505	686,934	686,934
Full Time Equivalent (FTE)					8	8
Employee Recognition	-	-	3,400	-	3,500	3,500
Insurance	52,603	45,402	58,587	45,985	-	-
Promotion and Advertising	2,168	2,468	-	-	-	-
Office Expenses	8,092	7,063	1,000	12,031	15,000	15,000
IT & Monitoring	59,538	60,959	67,539	62,017	80,000	80,000
Credit Card Fees	-	-	-	-	-	-
Dues & Subscriptions	16,303	22,362	2,640	6,348	8,500	8,500
Repairs & Maintenance	24,625	18,599	1,000	-	1,000	1,000
Supplies and Small Tools	39,642	77,128	11,500	5,116	6,000	6,000
Utilities and Communication	68,763	78,037	35,000	24,598	52,300	52,300
Legal Fees	92,439	325,120	70,000	115,013	325,000	325,000
Professional Services	73,774	(4,838)	-	3,221	-	-
Contracted Services	72,632	90,098	144,800	98,796	100,000	100,000
Licenses & Fees	36,367	40,560	13,000	7,022	8,000	8,000
Community Services	78,590	-	-	3,960	-	-
Travel and Meetings	19,273	22,638	39,400	39,222	44,400	44,400
Education	5,670	7,073	18,000	16,676	18,000	18,000
Leases and Rents	11,787	12,447	-	9,856	-	-
Taxes	537	-	-	-	-	-
Miscellaneous	461	940	5,000	406	4,000	4,000
Materials & Services	663,264	806,056	470,866	450,267	665,700	665,700
Capital Outlay	-	-	45,000	-	-	-
Capital Outlay	-	-	45,000	-	-	-
Total Requirements	1,409,175	1,476,184	1,090,906	1,005,772	1,352,634	1,352,634
Resources less Requirements	(1,012,334)	(1,091,724)	(1,021,406)	(836,030)	(1,135,734)	(1,135,734)

General Operations

General Fund: General Operations

	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Resources						
Leases, Rents, and Fees	-	2,643	-	1,465	-	-
Miscellaneous Revenue	-	7	15,000	1,868	15,000	15,000
Grants & Restricted	-	-	-	8,618	-	-
Interest Income	-	111	-	-	-	-
Total Resources	-	2,761	15,000	11,951	15,000	15,000
Requirements						
Salaries and Wages	-	19,180	62,536	141,656	323,337	323,337
Payroll Taxes & EE Benefits	-	3,119	24,319	74,372	147,086	147,086
Personnel Services	-	22,299	86,855	216,028	470,423	470,423
Full Time Equivalent (FTE)					6.0	
Insurance	-	-	-	-	83,000	83,000
Promotion and Advertising	-	-	1,000	84	1,000	1,000
Office Expenses	-	144	500	1,190	-	-
IT & Monitoring	-	-	-	780	-	-
Dues & Subscriptions	-	-	19,360	20,077	20,000	20,000
Repairs & Maintenance	-	-	1,000	14,387	287,500	287,500
Supplies and Small Tools	-	325	3,000	52,751	21,000	21,000
Utilities and Communication	-	347	-	47,084	67,640	67,640
Legal Fees	250	-	320,000	-	-	-
Professional Services	-	-	11,500	-	-	-
Contracted Services	-	3,230	53,200	109,268	222,000	222,000
Licenses & Fees	-	1,560	-	1,871	-	-
Community Services	-	44,317	53,600	53,728	53,600	53,600
Travel and Meetings	-	12,517	24,000	5,737	10,000	10,000
Education	-	-	-	768	2,000	2,000
Leases and Rents	-	-	-	-	13,500	13,500
Miscellaneous	-	-	5,000	485	2,000	2,000
Materials & Services	250	62,440	492,160	308,210	783,240	783,240
Capital Outlay	-	-	-	-	275,000	275,000
Capital Outlay	-	-	-	-	275,000	275,000
Total Requirements	250	84,739	579,015	524,238	1,528,663	1,528,663
Resources less Requirements	(250)	(81,978)	(564,015)	(512,287)	(1,513,663)	(1,513,663)

Marine Park and Recreational Areas – Other

General Fund: MPRA - Other	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Resources						
Grants & Restricted	-	-	3,500	-	-	-
Total Resources	-	-	3,500	-	-	-
Requirements						
Salaries and Wages	-	10,044	191,692	74,680	-	-
Payroll Taxes & EE Benefits	-	1,751	74,547	13,452	-	-
Personnel Services Full Time Equivalent (FTE)	-	11,795	266,239	88,132	-	-
Insurance	-	-	13,333	-	-	-
Office Expenses	-	-	1,000	-	-	-
Repairs & Maintenance	-	-	27,500	3,588	-	-
Supplies and Small Tools	-	-	52,425	2,196	-	-
Utilities and Communication	-	-	22,000	-	-	-
Contracted Services	-	-	49,489	-	-	-
Licenses & Fees	-	-	-	360	-	-
Travel and Meetings	-	-	-	1,490	-	-
Leases and Rents	-	-	12,500	-	-	-
Materials & Services	-	-	178,247	7,634	-	-
Total Requirements	-	11,795	444,486	95,766	-	-
Resources less Requirements	-	(11,795)	(440,986)	(95,766)	-	-

Toll Bridge

General Fund: Toll Bridge

	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Resources						
Bridge Tolls	2,614,827	2,667,533	3,330,000	3,201,590	3,330,000	3,330,000
Leases, Rents, and Fees	208	309	-	-	-	-
Miscellaneous Revenue	-	14,599	-	-	-	-
Total Resources	2,615,035	2,682,441	3,330,000	3,201,590	3,330,000	3,330,000
Requirements						
Salaries and Wages	232,975	256,242	231,258	240,150	212,507	212,507
Payroll Taxes & EE Benefits	82,354	73,258	89,934	71,987	90,020	90,020
Personnel Services	315,329	329,500	321,192	312,137	302,527	302,527
Full Time Equivalent (FTE)					6	
Insurance	126,285	184,384	161,838	127,207	185,000	185,000
Promotion and Advertising	225	791	450	-	-	-
Office Expenses	2,767	2,113	2,600	4,951	-	-
IT & Monitoring	645	1,170	1,400	780	1,500	1,500
Credit Card Fees	-	-	-	-	59,400	59,400
Dues & Subscriptions	859	595	1,200	-	500	500
Repairs & Maintenance	14,980	39,611	44,000	7,150	45,000	45,000
Supplies and Small Tools	2,077	12,565	2,600	4,208	2,000	2,000
Utilities and Communication	6,781	5,968	9,044	8,570	12,000	12,000
Professional Services	30,508	26,554	70,000	21,524	-	-
Contracted Services	142,778	5,846	146,000	78,698	70,000	70,000
Licenses & Fees	-	991	35,991	39,596	50,000	50,000
Community Services	80	-	-	-	-	-
Travel and Meetings	3,378	516	10,500	889	-	-
Education	-	-	1,500	-	-	-
Miscellaneous	(9,284)	220	500	170	1,000	1,000
Materials & Services	322,079	281,324	487,623	293,743	426,400	426,400
Total Requirements	637,408	610,824	808,815	605,880	728,927	728,927
Resources less Requirements	1,977,627	2,071,617	2,521,185	2,595,710	2,601,073	2,601,073

Commercial Properties

General Fund: Commercial Properties

	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Resources						
Leases, Rents, and Fees	591,348	1,275,604	1,200,535	789,544	1,487,322	1,487,322
Miscellaneous Revenue	79	3,721	-	72,994	-	-
Grants & Restricted	39,000	-	-	-	-	-
Interest Income	23,972	33,432	-	5,878	-	-
Gain (Loss) on Sale of Assets	(2,304)	(281,919)	-	295,220	-	-
Total Resources	652,095	1,030,838	1,200,535	1,163,636	1,487,322	1,487,322
Requirements						
Salaries and Wages	29,998	45,397	29,161	43,072	-	-
Payroll Taxes & EE Benefits	4,592	7,265	12,876	8,339	-	-
Personnel Services	34,590	52,662	42,037	51,411	-	-
Full Time Equivalent (FTE)					-	-
Insurance	19,154	36,316	27,000	37,692	40,000	40,000
Promotion and Advertising	-	4,380	500	10,949	23,000	23,000
Office Expenses	-	-	500	-	-	-
IT & Monitoring	7,150	3,900	7,065	4,344	8,000	8,000
Dues & Subscriptions	158	158	-	379	500	500
Repairs & Maintenance	2,128	21,122	61,000	46,213	75,000	75,000
Supplies and Small Tools	3,832	6,085	12,400	6,234	8,000	8,000
Utilities and Communication	2,670	14,203	8,500	37,940	49,200	49,200
Professional Services	19,388	3,634	-	4,200	-	-
Contracted Services	1,880	10,507	91,000	-	-	-
Licenses & Fees	1,178	11,503	5,000	2,807	-	-
Community Services	1,484	-	-	-	-	-
Education	-	957	-	-	-	-
Miscellaneous	-	336	-	-	500	500
Materials & Services	59,022	113,101	212,965	150,758	204,200	204,200
Total Requirements	93,612	165,763	255,002	202,169	204,200	204,200
Resources less Requirements	558,483	865,075	945,533	961,467	1,283,122	1,283,122

Campground

General Fund: Campground

	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Resources						
Leases, Rents, and Fees	66,503	93,548	65,000	82,423	95,000	95,000
Total Resources	66,503	93,548	65,000	82,423	95,000	95,000
Requirements						
Salaries and Wages	144	1,171	6,610	466	-	-
Payroll Taxes & EE Benefits	22	121	2,570	85	-	-
Personnel Services	166	1,292	9,180	551	-	-
Full Time Equivalent (FTE)					-	-
Insurance	-	-	144	-	-	-
Promotion and Advertising	504	504	-	-	-	500
Office Expenses	339	591	1,000	348	1,000	1,000
IT & Monitoring	-	-	4,800	-	-	-
Credit Card Fees	-	-	-	-	9,500	9,500
Dues & Subscriptions	-	-	504	624	550	550
Repairs & Maintenance	443	-	4,500	1,430	4,500	4,500
Supplies and Small Tools	788	388	1,000	469	1,000	1,000
Utilities and Communication	8,076	8,890	9,700	8,501	12,000	12,000
Contracted Services	3,355	5,339	12,800	4,865	11,000	11,000
Licenses & Fees	399	4,788	4,669	4,309	2,400	2,400
Taxes	3,181	4,488	7,000	7,804	9,500	9,500
Miscellaneous	-	-	-	-	500	500
Materials & Services	17,085	24,988	46,117	28,350	51,950	52,450
Capital Outlay	-	-	-	-	115,000	115,000
Capital Outlay	-	-	-	-	115,000	115,000
Total Requirements	17,251	26,280	55,297	28,901	166,950	167,450
Resources less Requirements	49,252	67,268	9,703	53,522	(71,950)	(72,450)

Marina

General Fund: Marina

	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Resources						
Leases, Rents, and Fees	29,493	35,333	35,000	17,179	37,300	37,300
Miscellaneous Revenue	1,595	968	-	30	-	-
Grants & Restricted	6,500	-	3,000	-	-	-
Total Resources	37,588	36,301	38,000	17,209	37,300	37,300
Requirements						
Salaries and Wages	134	856	6,224	246	-	-
Payroll Taxes & EE Benefits	983	469	2,421	44	-	-
Personnel Services	1,117	1,325	8,645	290	-	-
Full Time Equivalent (FTE)					-	-
Insurance	-	-	10,033	-	-	-
Office Expenses	-	66	500	47	-	-
IT & Monitoring	-	-	-	14,287	-	-
Credit Card Fees	-	-	-	-	3,730	3,730
Dues & Subscriptions	-	-	-	1,890	-	-
Repairs & Maintenance	1,347	5,161	5,700	-	3,000	3,000
Supplies and Small Tools	2,960	4,712	-	4,756	2,000	2,000
Utilities and Communication	8,038	8,240	5,000	8,842	11,400	11,400
Contracted Services	-	123	-	-	2,500	52,500
Miscellaneous	-	-	-	-	500	500
Materials & Services	12,345	18,302	21,233	29,822	23,130	73,130
Total Requirements	13,462	19,627	29,878	30,112	23,130	73,130
Resources less Requirements	24,126	16,674	8,122	(12,903)	14,170	(35,830)

Sternwheeler

General Fund: Sternwheeler

	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Resources						
Leases, Rents, and Fees	54,000	92,218	109,000	78,319	538,108	538,108
Miscellaneous Revenue	-	-	-	225	-	-
Total Resources	54,000	92,218	109,000	78,544	538,108	538,108
Requirements						
Salaries and Wages	-	-	7,293	14,104	153,326	153,326
Payroll Taxes & EE Benefits	-	-	1,301	1,386	72,040	72,040
Personnel Services	-	-	8,594	15,490	225,366	225,366
Full Time Equivalent (FTE)					4.5	
Insurance	-	-	8,284	3,200	166,300	166,300
Promotion and Advertising	-	-	-	63	19,000	19,000
Office Expenses	-	-	500	19	2,000	2,000
IT & Monitoring	-	-	-	-	2,500	2,500
Credit Card Fees	-	-	-	-	53,811	53,811
Dues & Subscriptions	-	-	-	-	5,000	5,000
Repairs & Maintenance	-	2,071	-	729	10,000	10,000
Supplies and Small Tools	-	-	-	2,825	17,250	17,250
Utilities and Communication	-	-	-	7,715	8,000	8,000
Professional Services	225	-	-	-	-	-
Contracted Services	2,400	10,142	-	21,526	2,000	2,000
Licenses & Fees	-	3,420	-	12,311	10,000	10,000
Travel and Meetings	-	-	500	-	2,000	2,000
Leases and Rents	-	-	-	13,070	-	-
Miscellaneous	-	-	-	90	10,000	10,000
Materials & Services	2,625	15,633	9,284	61,548	307,861	307,861
Capital Outlay	-	-	56,867	91,770	-	-
Capital Outlay	-	-	56,867	91,770	-	-
Total Requirements	2,625	15,633	74,745	168,808	533,227	533,227
Resources less Requirements	51,375	76,585	34,255	(90,264)	4,881	4,881

Marine Park and Recreational Areas - Events

General Fund: MPRA - Events	2020-21	2021-22	2022-23	2022-23	2023-24	2023-24
	Actual	Actual	Budget	Estimate	Proposed	Approved
Resources						
Leases, Rents, and Fees	56,528	70,867	120,000	107,161	100,000	100,000
Miscellaneous Revenue	150	-	-	-	-	-
Grants & Restricted	1,250	-	-	-	-	-
Total Resources	57,928	70,867	120,000	107,161	100,000	100,000
Requirements						
Salaries and Wages	20,257	43,743	49,375	58,557	45,967	45,967
Payroll Taxes & EE Benefits	1,686	6,428	19,202	11,695	22,842	22,842
Personnel Services	21,943	50,171	68,577	70,252	68,809	68,809
Full Time Equivalent (FTE)					1	
Insurance	-	-	1,658	-	-	-
Promotion and Advertising	8,043	2,137	3,500	946	2,300	2,300
Office Expenses	118	31	250	168	1,000	1,000
IT & Monitoring	-	-	-	780	-	-
Credit Card Fees	-	-	-	-	10,000	10,000
Supplies and Small Tools	20	617	1,000	-	1,000	1,000
Utilities and Communication	325	3,008	7,700	10,844	-	-
Contracted Services	-	722	-	-	-	-
Licenses & Fees	-	-	3,500	5,081	2,400	2,400
Community Services	615	7,305	-	-	-	-
Travel and Meetings	-	54	2,000	(55)	700	700
Education	-	-	-	107	-	-
Miscellaneous	-	-	1,500	-	1,000	1,000
Materials & Services	9,121	13,874	21,108	17,871	18,400	18,400
Total Requirements	31,064	64,045	89,685	88,123	87,209	87,209
Resources less Requirements	26,864	6,822	30,315	19,038	12,791	12,791

Marine Park and Recreational Areas - Parking – Security

General Fund: MPRA - Parking - Security	2020-21	2021-22	2022-23	2022-23	2023-24	2023-24
	Actual	Actual	Budget	Estimate	Proposed	Approved
Resources						
Leases, Rents, and Fees	19,605	81,204	93,000	76,858	80,000	80,000
Total Resources	19,605	81,204	93,000	76,858	80,000	80,000
Requirements						
Salaries and Wages	8,511	22,379	42,974	3,820	35,000	35,000
Payroll Taxes & EE Benefits	675	2,436	16,712	697	23,830	23,830
Personnel Services	9,186	24,815	59,686	4,517	58,830	58,830
Full Time Equivalent (FTE)						
Insurance	-	389	300	-	-	-
Promotion and Advertising	-	-	500	-	-	-
Office Expenses	-	629	600	115	1,000	1,000
IT & Monitoring	-	-	3,743	-	-	-
Credit Card Fees	-	-	-	-	8,000	8,000
Dues & Subscriptions	-	-	-	80	70	70
Repairs & Maintenance	918	4,285	2,000	719	-	-
Supplies and Small Tools	4,968	9,734	3,465	1,987	2,000	2,000
Utilities and Communication	20	1,305	1,500	504	-	-
Professional Services	1,618	65,600	-	-	-	-
Contracted Services	-	-	-	750	-	-
Licenses & Fees	3,000	3,590	1,339	7,890	400	400
Travel and Meetings	-	54	-	(54)	-	-
Education	-	-	700	-	1,000	1,000
Miscellaneous	110	200	1,249	-	-	-
Materials & Services	10,634	85,786	15,396	11,991	12,470	12,470
Total Requirements	19,820	110,601	75,082	16,508	71,300	71,300
Resources less Requirements	(215)	(29,397)	17,918	60,350	8,700	8,700

Development

General Fund: Development

	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Resources						
Flex 5 Loan	-	5,414,000	1,000,000	1,000,000	-	-
Flex 6 loan	4,796,329	859,866	-	-	-	-
Loan Proceeds	4,796,329	6,273,866	1,000,000	1,000,000	-	-
Gorges Beer Land Sale	-	275,000	35,199	35,199	-	-
Loan Payments TIB & JJJ	257,394	-	-	-	-	-
Land Sale Ravenwood	-	-	-	-	-	-
Loan Repayments	257,394	275,000	35,199	35,199	-	-
ARPA	-	-	1,300,000	1,300,000	-	-
FS Grant (Port Fiscal Agent)	-	-	149,591	-	-	-
Legislative Appropriation (lottery funds)	-	-	2,400,000	-	2,400,000	2,400,000
Bridge of the Gods Trailhead Grant	-	-	-	-	178,000	178,000
Cascade Locks Trail System Grant	-	-	-	-	140,000	140,000
Bridge Strengthening Project Grant	-	-	-	-	6,000,000	6,000,000
Grants	-	-	3,849,591	1,300,000	8,718,000	8,718,000
Total Resources	5,053,723	6,548,866	4,884,790	2,335,199	8,718,000	8,718,000
Requirements						
Contracted Services	-	-	149,591	-	140,000	140,000
Materials & Services	-	-	149,591	-	140,000	140,000
ARPA	-	-	1,300,000	-	956,000	956,000
Flex 5 loan	-	-	1,000,000	787,263	-	-
Flex 5 Expansion	-	346,967	1,400,039	-	-	-
Bridge of the Gods Trailhead	-	-	-	-	178,000	178,000
Bridge Strengthening Project	-	-	-	-	6,000,000	6,000,000
Business Park Infrastructure	156,161	-	1,990,000	-	2,400,000	2,400,000
Flex 6	4,888,105	366,892	-	45,978	-	-
Flex 2	-	28,047	-	-	-	-
Flex 4	-	17,605	-	-	-	-
Vehicles	-	10,000	-	-	-	-
Vessel	-	-	-	168,598	-	-
Other	150,952	169,707	-	93,322	-	-
Capital Outlay	5,195,218	939,218	5,690,039	1,095,161	9,534,000	9,534,000
Total Requirements	5,195,218	939,218	5,839,630	1,095,161	9,674,000	9,674,000
Resources less Requirements	(141,495)	5,609,648	(954,840)	1,240,038	(956,000)	(956,000)

Non-Allocated

General Fund: Non-Allocated	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Proposed	2023-24 Approved
Capital Outlay	-	-	-	-	705,000	705,000
Capital Outlay	-	-	-	-	705,000	705,000
Debt Service	108,406	4,827,109	1,043,787	472,715	1,448,553	1,482,553
Debt Service	108,406	4,827,109	1,043,787	472,715	1,448,553	1,482,553
Contingency	-	-	907,311	-	900,000	900,000
Contingency	-	-	907,311	-	900,000	900,000
Reserver for Future Expenditure	-	-	1,015,530	-	1,157,300	1,157,300
Reserver for Future Expenditure	-	-	1,015,530	-	1,157,300	1,157,300
Unappropriated Ending Fund Balance	-	-	389,606	-	4,626,019	4,541,519
Unappropriated Ending Fund Balance	-	-	389,606	-	4,626,019	4,541,519
Total Requirements	108,406	4,827,109	3,356,234	472,715	8,836,872	8,786,372
Resources less Requirements	(108,406)	(4,827,109)	(3,356,234)	(472,715)	(8,836,872)	(8,786,372)

Salary Schedule

Employees, Benefits & TaxCost for 2023-2024
CPI 7.6%

Name	Salary	13.30% or 17.32%										Total
		PERS	Medicare	SS	W/C	Fam Leave	SUTA	Dental	Medical	Disability		
Full Time												
Salary Staff												
GM	\$ 106,000.00	\$ 14,098.00	\$ 1,537.00	\$ 6,572.00	\$ 378.00	\$ 1,060.00	\$ 5,300.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 147,732.00	
Ops Manager	\$ 83,584.00	\$ 11,117.00	\$ 1,212.00	\$ 5,182.00	\$ 378.00	\$ 836.00	\$ 4,179.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 119,272.00	
Maintenance Manager	\$ 75,274.00	\$ 10,012.00	\$ 1,049.00	\$ 4,667.00	\$ 2,661.00	\$ 753.00	\$ 3,764.00	\$ 708.00	\$ 11,640.00	\$ 475.00	\$ 111,003.00	
Accountant	\$ 80,000.00	\$ 10,640.00	\$ 1,160.00	\$ 4,960.00	\$ 378.00	\$ 800.00	\$ 4,000.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 114,725.00	
Total	\$ 344,856.00	\$ 45,867.00	\$ 4,958.00	\$ 21,381.00	\$ 3,795.00	\$ 3,449.00	\$ 17,243.00	\$ 2,724.00	\$ 46,560.00	\$ 1,900.00	\$ 492,735.00	
Hourly Staff												
Toll Collector SW	\$ 32,695.00	\$ 4,349.00	\$ 474.00	\$ 2,027.00	\$ 802.00	\$ 327.00	\$ 1,635.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 55,096.00	
Toll Collector TC	\$ 63,584.00	\$ 8,457.00	\$ 922.00	\$ 3,959.00	\$ 802.00	\$ 636.00	\$ 3,179.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 94,326.00	
Toll Collector EG	\$ 39,569.00	\$ 5,223.00	\$ 574.00	\$ 2,453.00	\$ 802.00	\$ 396.00	\$ 1,979.00	\$ -	\$ 11,640.00	\$ 475.00	\$ 51,471.00	
Event Coordinator	\$ 45,967.00	\$ 4,784.00	\$ 522.00	\$ 2,213.00	\$ 378.00	\$ 360.00	\$ 1,798.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 68,809.00	
Parking	\$ 35,000.00	\$ 3,605.00	\$ 507.00	\$ 2,170.00	\$ 2,661.00	\$ 350.00	\$ 1,750.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 58,830.00	
Maintenance Worker 2	\$ 63,875.00	\$ 8,496.00	\$ 926.00	\$ 3,960.00	\$ 2,661.00	\$ 639.00	\$ 3,194.00	\$ 708.00	\$ 11,640.00	\$ 475.00	\$ 96,574.00	
Maintenance Worker 1	\$ 48,343.00	\$ 6,430.00	\$ 701.00	\$ 2,998.00	\$ 2,661.00	\$ 483.00	\$ 2,417.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 76,820.00	
Maintenance Worker	\$ 44,225.00	\$ 5,882.00	\$ 641.00	\$ 2,742.00	\$ 2,661.00	\$ 442.00	\$ 2,211.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 71,591.00	
Accounting Specialist	\$ 74,350.00	\$ 12,877.00	\$ 1,078.00	\$ 4,610.00	\$ 378.00	\$ 744.00	\$ 3,718.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 110,542.00	
Secretary	\$ 65,666.00	\$ 8,656.00	\$ 617.00	\$ 2,637.00	\$ 378.00	\$ 425.00	\$ 2,126.00	\$ 1,052.00	\$ 11,640.00	\$ 475.00	\$ 87,530.00	
Project Coordinator	\$ 49,059.00	\$ 6,525.00	\$ 711.00	\$ 3,042.00	\$ 378.00	\$ 491.00	\$ 2,453.00	\$ 781.00	\$ 11,640.00	\$ 475.00	\$ 75,555.00	
Receptionist	\$ 30,160.00	\$ 4,011.00	\$ 437.00	\$ 1,870.00	\$ 378.00	\$ 302.00	\$ 1,510.00	\$ 672.00	\$ 11,640.00	\$ 475.00	\$ 51,455.00	
Total	\$ 569,351.00	\$ 76,295.00	\$ 8,110.00	\$ 34,681.00	\$ 14,940.00	\$ 5,595.00	\$ 27,970.00	\$ 7,917.00	\$ 128,040.00	\$ 5,700.00	\$ 878,599.00	
Part Time												
Toll Collector LS (1560 hours)	\$ 24,608.00	\$ 4,262.00	\$ 357.00	\$ 1,526.00	\$ 684.00	\$ 246.00	\$ 1,216.00	\$ -	\$ -	\$ 475.00	\$ 33,374.00	
Toll Collector DD (1040 hours)	\$ 15,107.00	\$ 2,009.00	\$ 219.00	\$ 937.00	\$ 360.00	\$ 151.00	\$ 755.00	\$ -	\$ -	\$ 475.00	\$ 20,013.00	
Toll Collector (1040 hours)	\$ 15,297.00	\$ 2,222.00	\$ 222.00	\$ 949.00	\$ 360.00	\$ 153.00	\$ 765.00	\$ -	\$ -	\$ 475.00	\$ 20,255.00	
Toll Collector CS (832 hours)	\$ 11,814.00	\$ 1,571.00	\$ 171.00	\$ 733.00	\$ 300.00	\$ 118.00	\$ 591.00	\$ -	\$ -	\$ -	\$ 15,298.00	
Toll Collector DS (520 hours)	\$ 7,833.00	\$ 1,042.00	\$ 114.00	\$ 486.00	\$ 200.00	\$ 78.00	\$ 392.00	\$ -	\$ -	\$ -	\$ 10,145.00	
Maintenance TC (1040 hours)	\$ 26,000.00	\$ 3,458.00	\$ 377.00	\$ 1,612.00	\$ 1,331.00	\$ 260.00	\$ 1,300.00	\$ 1,052.00	\$ -	\$ 475.00	\$ 35,865.00	
Maintenance TC (1500 hours)	\$ 25,500.00	\$ -	\$ 370.00	\$ 1,581.00	\$ 1,331.00	\$ 255.00	\$ 1,275.00	\$ -	\$ -	\$ -	\$ 30,312.00	
Seasonal - Main (1500 hours)	\$ 25,500.00	\$ -	\$ 370.00	\$ 1,581.00	\$ 1,331.00	\$ 255.00	\$ 1,275.00	\$ -	\$ -	\$ -	\$ 30,312.00	
Seasonal - Main (860 hours)	\$ 14,620.00	\$ -	\$ 212.00	\$ 906.00	\$ 1,331.00	\$ 146.00	\$ 731.00	\$ -	\$ -	\$ -	\$ 17,946.00	
Sternweeler Ops Mgr	\$ 50,770.00	\$ 8,794.00	\$ 737.00	\$ 3,148.00	\$ 2,691.00	\$ 508.00	\$ 2,539.00	\$ 708.00	\$ 11,640.00	\$ -	\$ 81,535.00	
Captain	\$ 19,200.00	\$ 2,790.00	\$ 279.00	\$ 1,191.00	\$ 1,018.00	\$ 192.00	\$ 960.00	\$ 295.00	\$ 4,850.00	\$ -	\$ 27,985.00	
Engineer	\$ 25,056.00	\$ 4,340.00	\$ 364.00	\$ 1,554.00	\$ 1,328.00	\$ 251.00	\$ 1,253.00	\$ 708.00	\$ 11,640.00	\$ -	\$ 46,494.00	
Deckhand	\$ 16,000.00	\$ 232.00	\$ 232.00	\$ 992.00	\$ 848.00	\$ 160.00	\$ 800.00	\$ -	\$ -	\$ -	\$ 19,032.00	
Deckhand -PT	\$ 8,700.00	\$ 127.00	\$ 127.00	\$ 540.00	\$ 462.00	\$ 87.00	\$ 435.00	\$ -	\$ -	\$ -	\$ 10,351.00	
Hospitality Lead	\$ 17,600.00	\$ 266.00	\$ 266.00	\$ 1,092.00	\$ 933.00	\$ 176.00	\$ 880.00	\$ -	\$ -	\$ -	\$ 20,937.00	
Hospitality	\$ 16,000.00	\$ 232.00	\$ 232.00	\$ 992.00	\$ 848.00	\$ 160.00	\$ 800.00	\$ -	\$ -	\$ -	\$ 19,032.00	
Graveyard Differential \$0.30	\$ 1,000.00	\$ 133.00	\$ 15.00	\$ 62.00	\$ 5.00	\$ 10.00	\$ 50.00	\$ -	\$ -	\$ -	\$ 1,275.00	
Swing Differential \$0.15	\$ 1,000.00	\$ 133.00	\$ 15.00	\$ 62.00	\$ 3.00	\$ 10.00	\$ 50.00	\$ -	\$ -	\$ -	\$ 1,273.00	
Port Commission												
Total	\$ 321,605.00	\$ 27,777.00	\$ 4,669.00	\$ 19,944.00	\$ 15,484.00	\$ 3,216.00	\$ 16,067.00	\$ 2,763.00	\$ 28,130.00	\$ 1,900.00	\$ 441,555.00	
EMPLOYEE TOTAL	\$ 1,235,814.00	\$ 149,939.00	\$ 17,737.00	\$ 76,006.00	\$ 34,219.00	\$ 12,260.00	\$ 61,280.00	\$ 13,404.00	\$ 202,730.00	\$ 9,500.00	\$ 1,812,889.00	

Debt Service

		7/1/2023	Lender
	Business Park Road Improvements	\$ 48,637.80	Business Oregon
	Herman Creek Flex #1	\$ 592,941.72	Business Oregon
Estimated	Herman Creek Flex #2 & #4	\$ 1,888,000.00	Business Oregon
	Business Park Flex #5 pFriem	\$ 6,250,468.70	Umpqua Bank
Estimated	Business Park Flex #6 Renewal	\$ 5,703,086.00	Business Oregon
	Vehicle 2021 Chevrolet Truck	\$ 63,530.81	Santander Bank
	Total Long Term Debt	\$ 14,546,665.03	

Fiscal Year Debt Service - Payment Details

<u>Revenue Fund</u>		<u>Interest</u>	<u>Principal</u>	<u>Total</u>
Estimated	<u>Business Park Road Improvements</u>			
	12/1/2023	\$ 3,167.36	\$ 14,693.64	\$ 17,861.00
	<u>Herman Creek Flex #1</u>			
	9/15/2023	\$ 6,523.20	\$ 7,535.18	\$ 14,058.38
	12/15/2023	\$ 6,439.47	\$ 7,618.07	\$ 14,057.54
	3/15/2024	\$ 6,355.67	\$ 7,701.87	\$ 14,057.54
	6/15/2024	\$ 6,270.95	\$ 7,786.59	\$ 14,057.54
	Estimated Debt Service:	\$ 25,589.29	\$ 30,641.71	\$ 56,231.00
	<u>Herman Creek Flex #2 & #4</u>			
	9/1/2023	\$ 156,241.94	\$ 16,403.31	\$ 172,645.25
12/1/2023	\$ 20,073.86	\$ 16,569.39	\$ 36,643.25	
3/1/2024	\$ 19,906.09	\$ 16,737.16	\$ 36,643.25	
6/1/2024	\$ 19,736.63	\$ 16,906.62	\$ 36,643.25	
Estimated Debt Service:	\$ 215,958.52	\$ 66,616.48	\$ 282,575.00	
<u>Business Park Flex #5 pFriem</u>				
12/15/2023	\$ 90,325.90	\$ -	\$ 90,325.90	
6/15/2024	\$ 90,324.10	\$ 214,000.00	\$ 304,324.10	
Estimated Debt Service:	\$ 180,650.00	\$ 214,000.00	\$ 394,650.00	
<u>Business Park Flex #6 Renewal</u>				
9/1/2023	\$ 349,105.02	\$ 54,172.67	\$ 403,277.69	
12/1/2023	\$ 37,706.50	\$ 54,534.27	\$ 92,240.77	
3/1/2024	\$ 37,342.48	\$ 54,898.29	\$ 92,240.77	
6/1/2024	\$ 36,976.03	\$ 55,264.74	\$ 92,240.77	
Estimated Debt Service:	\$ 461,130.03	\$ 218,869.97	\$ 680,000.00	
<u>Vehicle 2021 Chevrolet Truck</u>				
9/1/2023	\$ 1,177.70	\$ 7,440.30	\$ 8,618.00	
3/1/2024	\$ 1,039.78	\$ 7,578.22	\$ 8,618.00	
Estimated Debt Service:	\$ 2,217.48	\$ 15,018.52	\$ 17,236.00	
	<u>Total Debt Service</u>	\$ 888,712.68	\$ 559,840.32	\$ 1,448,553.00

**PORT OF CASCADE LOCKS
CASCADE LOCKS, OREGON**

RESOLUTION 2023-3

**A RESOLUTION BY THE PORT OF CASCADE LOCKS PORT COMMISSION
ADOPTING THE 2023-2024 BUDGET, MAKING APPROPRIATIONS, IMPOSING
PROPERTY TAXES FOR THE YEAR 2023-2024 AND ADOPTING CERTAIN
POLICIES**

BE IT RESOLVED that the Port Commission of the Port of Cascade Locks hereby adopts the budget for fiscal year 2023-2024 in the total of \$23,207,112 now on file at the Port of Cascade Locks in Cascade Locks, Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2023, and for the purposes shown below are hereby appropriated.

Administration	\$ 1,352,634
General	\$ 1,528,663
Toll Bridge	\$ 728,927
Commercial Properties	\$ 204,200
Campground	\$ 167,450
Marina	\$ 73,130
Sternwheeler	\$ 533,227
MPRA - Events	\$ 87,209
MPRA – Parking/Security	\$ 71,300
Development	\$ 9,674,000
Capital Outlay	\$ 705,000
Debt Service	\$ 1,482,553
Contingency	<u>\$ 900,000</u>
Total Appropriations, All Funds	<u>\$17,423,793</u>
Reserve for Future Expenditure	\$1,157,300
Unappropriated Ending Fund Balance	<u>\$4,541,519</u>
Total Unappropriated	<u>\$5,698,819</u>
Total Adopted Budget	<u>\$23,207,112</u>

IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all property within the district for the tax year 2023-2024.

0.0256 per \$1,000 of assessed value for permanent tax rate.

CATEGORIZING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all property within the district for tax year 2023-2024.

Subject to the General Government Limitation \$.0256/\$1,000.

BE IT RESOLVED that the modified Salary Range and Position Grouping policy be formally incorporated with the adoption of the 2023-2024 Budget and implemented.

BE IT RESOLVED that the Port staff is directed to apply and utilize as many grants and grant sources as possible to carry forward the Strategic Business Plan of the Port.

The above Resolution statements were approved and declared adopted on this 15th day of June 2023.

BY: _____
Jess Groves, President

BY: _____
Joeinne Caldwell, Sec/Treas.

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Port of Cascade Locks will be held on June 15, 2023 at 6:00 pm at City of Cascade Locks City Hall Cascade Locks, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2023 as approved by the Port of Cascade Locks Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Port Administration Office, between the hours of 9:00 a.m. and 4:00 p.m. This budget is for an X annual biennial budget period. This budget was prepared on a basis of accounting that is X the same as different than used the preceding year. If different, the major changes and their effect on the budget are:

Contact: Chuck Mosher

Telephone: 541-374-2403

Email: cmosher@portofcascadelocks.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2021-2022	Adopted Budget This Year 2022-2023	Approved Budget Next Year 2023-2024
Beginning Fund Balance/Net Working Capital	3,007,636	3,775,450	8,589,482
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	4,377,393	4,952,535	5,667,730
Federal, State and All Other Grants, Gifts, Allocations and Donations	294,746	4,196,091	8,768,000
Revenue from Bonds and Other Debt	6,273,866	1,000,000	0
Interfund Transfers / Internal Service Reimbursements	0	0	0
All Other Resources Except Property Taxes	72,628	65,199	177,000
Property Taxes Estimated to be Received	4,871	4,500	4,900
Total Resources	14,031,140	13,993,775	23,207,112

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	1,163,987	1,446,045	1,812,889
Materials and Services	1,421,504	2,104,590	2,683,851
Capital Outlay	939,218	7,086,906	10,629,000
Debt Service	4,827,109	1,043,787	1,482,553
Interfund Transfers	0	0	0
Contingencies	0	907,311	900,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	5,679,322	1,405,136	5,698,819
Total Requirements	14,031,140	13,993,775	23,207,112

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program			
FTE for that unit or program			
Admin	1,476,184	1,035,906	1,352,634
FTE	8.00	8.00	8.00
General Operations	84,739	575,015	1,528,663
FTE	1.00	3.00	6.00
MPRA - Other	11,795	444,486	0
FTE	0.25	3.00	0.00
Toll Bridge	610,824	808,815	728,927
FTE	6.00	6.00	6.00
Commercial Properties	165,763	319,904	204,200
FTE	1.00	1.00	0.00
Campground	26,280	55,297	167,450
FTE	0.10	0.25	0.00
Marina	19,627	29,878	73,130
FTE	0.10	0.25	0.00
Sternwheeler	15,633	68,843	533,227
FTE	0.00	0.10	4.50
MPRA - Events	64,045	89,685	87,209
FTE	1.00	1.00	1.00
MPRA - Parking/Security	110,601	75,082	71,300
FTE	0.50	1.00	1.00
Development	939,218	5,839,630	9,674,000
FTE	0.00	0.00	0.00
Non-Allocated	4,827,109	4,651,234	8,786,372
FTE	0.00	0.00	0.00
Total Requirements	8,351,818	13,993,775	23,207,112
Total FTE	18	24	27

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *			

PROPERTY TAX LEVIES			
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit .0256 per \$1,000)	.0256	.0256	.0256

Local Option Levy			
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds		
Other Bonds		
Other Borrowings	\$14,546,665	\$905,175
Total	\$14,546,665	\$905,175

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet or add sheets. You may delete unused lines.