



PUBLIC MEETING: Port Commission Action Meeting

DATE: Tuesday **January 16, 2024, 6 PM**

LOCATION: <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
- 2) Public Comment (Speakers may be limited to three (3) minutes)
- 3) Special Presentations and Reports by outside resources, staff, and Government Officials
 - a. Flex 6 Update – Anne Medenbach
 - b. Sternwheeler Update – Jim Andrews, JettyLight
- 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 November 21, 2023, December 5, 2023, and December 19, 2023 – [Page 2](#)
 - b. Ratification of bills in the amount of \$426,548.06 – [Page 12](#)
 - c. Approval of payroll for December 2023 for \$63,337.44
- 5) Business Action Items
 - a. Approve training session with MorganCPS Group for \$3,000 plus travel expenses, not to exceed \$3,500 – [Page 14](#)
- 6) Executive Director Report
- 7) Commission Comments
- 8) Executive Session under ORS 192.660 (2)(h) Legal Counsel regarding Litigation or likely Litigation to be Filed
- 9) Adjournment

IMPORTANT DATES

January 2, 2024

Port of Cascade Locks Commission Meeting

January 15, 2024

Port Office closed in observation of Martin Luther King Day

January 16, 2024

Port of Cascade Locks Commission Meeting

January 27 and 28, 2024

Port of Cascade Locks Strategic Business Plan



PUBLIC MEETING: Port Commission Action Meeting

DATE: Tuesday **November 21, 2023, 6 PM**

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

MINUTES

- 1) Commission meeting called to order 6:01 PM
 - a. Roll Call
 - i. President Lorang (excused)
 - ii. Vice-President Klute
 - iii. Commissioner Nance
 - iv. Commissioner Peterson
 - v. Commissioner Thweatt
 - vi. Members of the Staff and Other Support – ED Jeremiah Blue, Secretary Keriane Stocker, Special Projects Coordinator Brittany Berge, Gov't Relations Consultant Mark Johnson, Rob Wattman Transportation Project Manager ODOT, Ryan Farncomb Senior Consultant Parametrix, Nadine Appenbrink Senior Planner Parametrix, Steffen Uhrich Engineer Parametrix
 - vii. Members of the Public – Janice Crane, Denise Emmerling-Baker, Chris Matlock, Eric
 - b. Modifications, Additions and Changes to the Agenda
- 2) Public Comment (Speakers may be limited to three (3) minutes)
 - a. Secretary Stocker read an email submitted by Mr. Ralph "Butch" Miller of Cascade Locks. Miller posed the following three (3) questions: If passed, what sort of security is the Port going to provide? If passed, how is the Port going to provide security to make sure minors are not participating in a kegger? How is this not a conflict of interest for those Commissioners who are members of the Canoe Club? ED Blue stated that typically the Commission does not respond to public comments but feels that the question mentioning a conflict of interest may warrant being addressed. He noted that they have consulted the Port's attorney and the Commission has gone through ethics training and deems that there is no conflict of interest as there are no financial gains earned for being a member of a nonprofit community club. VP Klute posed a few questions in return. She asked what security is there now? And what is preventing those same exact scenarios from happening with the current ordinance?
- 3) Special Presentation and Reports by outside resources, staff, and Government Officials
 - a. Marine Park Trail Update – Parametrix
 - i. Senior Planner Appenbrink and Senior Consultant Farncomb briefed the Commission on the Marine Park Trail project, providing insight on the project itself and details on the recommended segments. C Peterson indicated that the boardwalk across the marina in Segment 3A could raise a safety concern. Farncomb noted his concern and would look into load-rating and other safety features. C Nance asked about the difference between the two boardwalks included in the proposal. Farncomb explained that the one in Segment 3A would be made of concrete piles and steel decking and was based on performance factors, while the timber bridge in Segment 6C was chosen for an aesthetic look. Both C Peterson and C Nance expressed the strong desire to keep as much trees as possible. C Nance inquired about the funding for the project. ED Blue answered that there is no additional source of funding and after receiving the proposed plan, there is no

particular direction set. Farncomb informed that there are sources of funding available, such as the Community PASS Program, if the Commission decides to continue the project.

- 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 on October 17, 2023 and for Special Commission Meetings on October 23, 2023 and October 24, 2023
 - b. Ratification of bills in the amount of \$51,754.39
 - c. Approval of payroll for 10/19/23, 11/3/2023, and 11/17/23 is at \$124,578.56

C PETERSON MADE A MOTION TO APPROVE THE CONSENT AGENDA; C THWEATT SECONDED; Passed Unanimously

- 5) Business Action Items
 - a. Authorize Second Reading of Port Ordinance 2023-1: an Ordinance Regulating Conduct on Port Property by Title
 - b. Approve Ordinance Amendment 2023-1 an Ordinance Regulating Conduct on Port Property by Title

C NANCE MADE A MOTION TO APPROVE TO CONDUCT THE SECOND READING AND TO READ "ORDINANCE NO. 2023-1 REGULATING CONDUCT ON PORT PROPERTY" BY TITLE ONLY; VP Klute clarified whether the motion is to authorize the reading *and* to approve the ordinance or just to authorize; C Nance replied that it is to authorize *and* approve; Motion amended to include adoption. **AND TO ADOPT ORDINANCE 2023-1 REGULATING CONDUCT ON PORT PROPERTY; C PETERSON SECONDED; Passed 3-1: VP KLUTE – AYE, C NANCE – AYE, C PETERSON – AYE, C THWEATT – NAY**

- c. Approve 2023-2024 Cascade Locks Historical Museum Grant Request for no more than \$20,000
 - i. VP Klute inquired about the motion process. ED Blue informed that typically, a motion is put on the floor, then discussed and lastly voted on. Occasionally, the discussion can happen prior to the motion. ED Blue instructed that at the time a motion is made, if there is no second, the item would not be discussed. He further noted that sometimes a second is made not because the commissioner plans to vote for them but because they feel like it is worth a discussion.
 - ii. C Thweatt voiced her support for the museum however did not feel that she had enough information on the budget. ED Blue reported that the Port budgeted \$53,600 to the Community Service fund. To date, \$14,201.43 has been spent to support the Fourth of July fireworks, the Community Picnic and the Energy Council, leaving a remaining balance of \$39,398.57. He noted that if the Commission approved the museum grant request, it would leave \$19,398.57 to be used for other events and/or groups. C Thweatt commented that rather than approving any amount to the museum, perhaps the Port could allocate the contribution beforehand when forecasting their budget. She explained that, if Crane asks for \$50,000 next year, is the Port going to look at their budget and say "Okay, we can finagle this much" or does the Port want to put something on the books and say, "Museum will get \$30,000 or \$15,000 or \$20,000 each year from us [the Port]?" Is this something the Commission wants to commit to for budget purposes or do they want leave it up to what they are able to do? VP Klute noted that, as a member of the Museum board, she has seen the Museum budget and their spending and everything and thinks that is something that should be part of the presentation to the Commission when requesting money. C Nance followed up with asking how much the Port awarded

the museum, last year. ED Blue replied that the Port gave \$29,000. C Nance then asked if there was a way to get \$10,000 from somewhere else. ED Blue stated that they could not without a budget adjustment, however, if the Commission states that they want to grant the Museum \$30,000, it would be his responsibility to figure out where to get the additional \$10,000 from and then bring his solutions back to the Commission. C Nance expressed that he wants to give the full funding, and if they can only give the \$20,000 now and there is another request in another conversation, he is okay with that. C Peterson asked Crane what the timeline is that she needs her funding by. Crane answered that the Museum is on a calendar year and is offset from the Port's fiscal year so that they can project what is going to be available in the Port's budget with grant requests.

C PETERSON MADE A MOTION TO APPROVE THE 2023-24 CASCADE LOCKS HISTORICAL MUSEUM REQUEST GRANT FOR NO MORE THAN \$20,000; C NANCE SECONDED; Passed Unanimously IN A ROLL CALL VOTE: C NANCE – AYE, C THWEATT – AYE, C PETERSON – AYE, VP KLUTE – AYE

6) Executive Director Report

- a. ED Blue informed that the Christmas lights are scheduled to turn on at 6:00 PM, the day after Thanksgiving. He noted that he has been meeting with Mark Troutman and JettyLight as the Sternwheeler engines are on track to be delivered in January and is planning for the boat to be dry-docked in February. There is no update to the timeline from Ixtapa. There are two (2) part-time openings at the Tollbooth and one (1) in Maintenance which has opened up with Parker (Nelson) moving into the Operations (Manager) role. ED Blue inquired if the Commission would like to cancel the last meeting in December. The Commission concluded that it was fine to keep it on the calendar. December and January will be focused on the SBP. ED Blue briefly reported on Flex 6. He was informed by Medenbach that they were getting some good, however the aerospace contract previously mentioned, has gone quiet. VP Klute asked when he thinks they will have to start making tough decisions about it, such as reallocating grant money towards making payments, buying down some of the loan on it, or dividing the building into manageable sizes. ED Blue stated that he is trying to move some funds around on the backside of the 2.4 million, in the hope of making those funds available to use yet not necessarily have to be spent in the Business Park. He noted that even if the Port was able to make those funds available, they may not necessarily use it to pay down Flex 6 as the building has a good interest on it, so that if the Port paid it down and refinanced, they would not be doing themselves much good. He and staff are looking into other ways to either create revenue sources or to pay down some of the higher interest loans. He assured the Commission that the current payments on Flex 6 were budgeted, however they also expected to have revenue coming in, as well. Berge is making great progress towards the Employee Handbook, as it has been a long time since it was revisited. It will take the Port into a new direction, including a 4/10 work schedule. ED Blue also wanted to clarify a comment that Parametrix made regarding the previous Commission wanting to cut trees down for the Marine Park Trail Project. He felt the overall view may have been construed that the previous Commission did not consider green space significant. However, the consultants actively coordinated with Todd Mohr (Port Maintenance & Construction Manager) to discuss which trees would be fine to come down and he was able to effectively identify which trees were already old or which ones had a disease and were going to come down in ten (10) years, regardless. Lastly, ED Blue stated that decisions for the Marine Park Trail Project would only continue if it fits into the current Commission's SBP.

7) Commissioner Comments

- a. C Nance stated that he found the City-Port Joint Work Session super enlightening and thought it was a great step forward. He looks forward to seeing the next steps for either Main Street America and/or the Chamber of Commerce. Regarding the budget, he feels that there are obviously a lot of questions around it and would be interested in seeing a quarterly report as he understands that Quarter 3 just ended.
- b. C Peterson commented that he also felt the Joint Work Session was insightful. One of the things he suggested at the work session was for both sides to get better visibility on the next twelve (12) months of spending, so a quarterly financial report that C Nance mentioned would give them an idea going forward in future meetings.
- c. C Thweatt recognized that the Port family has suffered a very turmoil year and wanted to acknowledge everyone's hard work and camaraderie.
- d. VP Klute commented that her thoughts reflected the rest of the Commission in regard to the Joint Work Session. She wanted to make a statement concerning comments made that the Port does not want to bring high-paying jobs to Cascade Locks. She refuted it, stating that it is absolutely not true. The discussion at the City-Port Joint Work Session was heavily focused on tourism but the Port's job is Economic Development and she thinks that they can balance it between both.

8) Adjournment 7:54 pm

C PETERSON MADE A MOTION TO ADJOURN; C THWEATT SECONDED; Passed Unanimously

Port of Cascade Locks

Port Commission President
Brad Lorang

Port Commission Secretary
Albert Nance

Date Signed

Date Signed



PUBLIC MEETING: Port Commission Meeting

DATE: Tuesday **December 5, 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 Lorang
 - ii. Vice-President Klute (via Zoom)
 - iii. Commissioner Nance (excused)
 - iv. Commissioner Peterson
 - v. Commissioner Thweatt
 - vi. Members of the Staff and Other Support – ED Jeremiah Blue; Sec. Keriane Stocker; Operations Manager (“OM”) Parker Nelson; Acc’t Specialist Melissa Warren; David McCurry, Senior Program Director Transportation Parsons
 - vii. Members of the Public – Denise Emmerling-Baker; Chris Matlock; Philip W (Pioneer News); Shania Weldon; and the following incomplete names: Na, iPhone
 - c. Modifications, Additions and Changes to the Agenda
- 2) Public Comment (Speakers may be limited to three (3) minutes)
- 3) Special Presentation and Reports by outside resources, staff, and Government Officials
 - a. Bridge of the God Update – David McCurry
 - i. ED Blue introduced McCurry for a brief presentation regarding the bridge. McCurry was open to answering questions from the Commission. Commissioner questions revolved around the inspection of the bridge and regulations, as well as about furthering the process of a pedestrian walkway. McCurry stated that the Oregon Department of Transportation (“ODOT”) inspects the Bridge of the Gods every two (2) years and although the inspection is still in draft form, there were no surprise findings any points of issues were those they have already been aware of. He also confirmed that the weight limit is 40 tons (80,000 pounds) and noted that a load-rating had previously never been done before but was done 6-7 years ago due to the Intergovernmental Agreement (“IGA”) with ODOT and a weight analysis does not need to be redone unless there is a change on the bridge. C Thweatt inquired about how maintenance for the bridge if funded. ED Blue informed her that there are a number of different funding sources. The Port usually looked for legislative options but has also funded a number of projects themselves or has received help from the State. P Lorang added that in 2013, the Port had to lower the weight limit which affected freight between Oregon and Washington. As a result, regional legislators joined together to help get funding for the Port to raise the load-rating back up.
- 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 from Commission Meeting on November 7, 2023, and City Port Joint Work Session on November 15, 2023
- b. Approve Resolution N^o 2023-6

C PETERSON MADE A MOTION TO APPROVE MINUTES FROM COMMISSION MEETING ON NOVEMBER 7, 2023 AND CITY PORT JOINT WORK SESSION ON NOVEMBER 15, 2023 AND APPROVE RESOLUTION N^o 2023-6; VP KLUTE SECONDED; Passed Unanimously

5) Executive Director Report

- a. ED Blue reported that there is a Skamania Regional Transportation meeting on Zoom, tomorrow, December 6th, 2023. He announced that Moss Adams will be actively scheduling interviews so asked the Commission to anticipate their email. He also informed that he has an available ticket for a commissioner to attend the Skamania County Chamber of Commerce Government Affairs Luncheon on December 13th and that on December 15th there is a listening session for Business Oregon's Strategic Business Plan. He reported that a new toll collector has been hired at the bridge. Her name is Zara Parker. He also announced that Parker Nelson has become the Port's Operations Manager. ED Blue also took the time to acknowledge all the hard work and dedication of Special Project Coordinator Brittany Berge, who has now taken a position with the United States Army Corps of Engineers ("USACE") after nine (9) years with the Port. Lastly, ED Blue notified the Commission that he aims to create a Finance Commission Subcommittee and is currently working on the charge for it. The subcommittee will provide oversight and will receive counseling from Merina+Co.

6) Commissioner Comments

- a. VP Klute asked if there was an update on Flex 6. ED Blue replied that there is not, however he will get an update on the agenda for the next meeting.
- b. C Peterson commented that he attended the Christmas bash on the Sternwheeler. He felt there was a good turnout. He also mentioned that the city Christmas even will be organized by the City instead of the Port. Community Members Martha Lamont and Samantha King Verschuren will be coordinating it at Gorges Beer Co. P Lorang added that the Gorge Canoe Club is having a Thunder Island Brewing. He added that Thunder Island Brewing will have a nonprofit benefit night every Wednesday.
- c. C Thweatt commented that she attended the PTO Christmas Bazaar on Saturday and was extremely pleased with her poinsettia. She highlighted a few upcoming events: Thunder Island Brewing will also have a Christmas bazaar on the 20th, Cascade Locks Ale House will also have one on the same day and the Fire Department will have their annual Christmas Light Fire Truck Parade on the 14th.
- d. P Lorang also stated that he went to the PTO Christmas Bazaar. He also noted that the Sternwheeler has become a popular hangout. He went to the University of Oregon vs University of Washington game aboard the boat. He praised JettyLight for being creative with their events. P Lorang asked if there was an update on Ixtapa. ED Blue replied that he is meeting with Juan (Barajas) within the next day. The floor of the Visitor Center has been torn up to do repairs and they expect it to be complete in 4-5 days. P Lorang also inquired about heating for the building. ED Blue answered that they are considering installing a mini-split system and looking to use the American Rescue Plan Act of 2021 ("ARPA") funds. They will also be using ARPA funds on new mufflers when the boat goes into drydocking as the current ones exceed pressure rating and on electrical updates.
- e. Before closing, the date for a Commission Work Session for the SBP with Moss Adams was decided on. The Port Commission and relevant staff will meet for seven (7) hours on Saturday, January 27th and 4-6 hours on Sunday, January 28th.

7) Adjournment 6:52 pm

C THWEATT MADE A MOTION TO ADJOURN; C PETERSON SECONDED; Passed Unanimously

Port of Cascade Locks

Port Commission President
Brad Lorang

Port Commission Secretary
Albert Nance

Date Signed

Date Signed



PUBLIC MEETING: Port Commission Meeting

DATE: Tuesday **December 19, 2023, 6 PM**

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

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

MINUTES

- 1) Commission meeting called to order 6:03 PM
 - a. Pledge of Allegiance
 - b. Roll Call
 - i. President Lorang
 - ii. Vice-President Klute (excused)
 - iii. Commissioner Nance
 - iv. Commissioner Peterson
 - v. Commissioner Thweatt
 - vi. Members of the Staff and Other Support – GM Jeremiah Blue; Secretary Keriane Stocker; Operations Manager Parker Nelson; Accounting Specialist Melissa Warren; Matt Apken, Managing Consultant Merina+Co
 - vii. Members of the Public – via Zoom: Flora Gibson, iPhone
 - c. Modifications, Additions and Changes to the Agenda
 - i. ED Blue requested to remove the Executive Session.
- 2) Public Comment (Speakers may be limited to three (3) minutes)
- 3) Special Presentation and Reports by outside resources, staff, and Government Officials
 - a. Overview of Mid-Columbia Economic Development District – Jessica Metta
 - i. ED Blue introduced Jessica Metta, Executive Director of Mid-Columbia Economic Development District (MCEDD). Metta provided an explanation of MCEDD's purpose and its history with the Port. Established in 1969, MCEDD's focus is to promote the creation of family wage jobs, the diversification of the economic base and the growth, development and retention of business and industry within the five (5) county districts of Hood River, Wasco, and Sherman counties in Oregon, and Skamania and Klickitat counties in Washington. The group focuses on three major areas: business assistance, technical assistance and regional coordination.
 - b. Update on Flex 6 – Anne Medenbach
 - i. Medenbach was unable to attend. Her update was provided in the packet.
- 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 from Commission Meetings on November 21, 2023 and December 5, 2023
 - b. Ratification of bills in the amount of \$161,934.69
 - c. Approval of payroll for 12/04/2023 in the amount of \$41,506.20

C PETERSON MADE A MOTION TO APPROVE THE CONSENT AGENDA AS STATED; C THWEATT SECONDED; Passed Unanimously

- 5) Business Action Items
 - a. Commission Finance Sub-Committee; appoint two (2) commissioners

- i. ED Blue introduced Managing Consultant Matt Apken from Merina+Co. Apken is assisting the Port with their audits as well as some of the accounting work. Apken pointed out that the auditors will be onsite at the Port Office from 03/18/2024 to 03/29/2024. The deadline for the 2023-2024 audit is 12/30/2024. ED Blue mentioned that C Peterson and C Thweatt had expressed interest in being on the subcommittee.

C NANCE MOVED TO ESTABLISH THE FINANCE COMMISSION SUBCOMMITTEE AND APPOINT THE NOTED COMMISSIONERS; C THWEATT SECONDED; Passed Unanimously

6) Executive Director Report

- a. ED Blue reported that Dan Mahr has joined the Port as their Government Affairs Director. An update with Ixtapa revealed that they have come up against unexpected costs regarding electrical and plumbing. He feels that the Port may be able to provide some assistance regarding the electrical issues, but the plumbing is very specific to the needs of Ixtapa's business, and the Port may not be helpful in that. ED Blue announced that Deputy Executive Director Genevieve Scholl will be starting on Tuesday, January 2nd. C Nance asked for more details about the Strategic Business Plan ("SBP"). ED Blue replied that they confirmed in the previous meeting that the SBP would be held over the course of two (2) days, January 27th to the 28th. He noted that a new SBP is required every eight (8) years, preferably updated every five (5) years, and reviewed every year. C Nance asked if there is anything they need to bring or prepare for. ED Blue stated that their opinions would be the most important, specifically opinions on the Port for the next five (5) years. P Lorang added that the public does not understand what the Port's function is and the necessity of having one. The public does not realize how much money the Port puts into the city.

7) Commissioner Comments

- a. C Nance expressed his compliments on the Christmas lighting. He also extended his congratulations to Parker (Nelson) on his new role as Operations Manager.
- b. C Peterson commented as well about the Christmas lighting. He added that he attended the Hometown Christmas event as well as the various Christmas bazaars. C Peterson also noted that the Sternwheeler is holding a Christmas Eve event and another one on New Year's Eve. He also gave his commendation to ED Blue for his structural/organizational moves and felt that the Port is in position for a very strong beginning into 2024.
- c. C Thweatt expressed her excitement and anticipation for the SBP.
- d. ED Blue asked the Commission if they wanted to consider cancelling the January 2nd meeting. He added that there potentially may be a need to have a Special Meeting, and if so, he intends to hold it over Zoom.

C NANCE MOVED TO CANCEL THE JANUARY 2ND MEETING; C PETERSON SECONDED; Passed Unanimously

8) Executive Session under ORS.192.660(2)(h) Legal counsel regarding litigation or litigation likely to be filed

9) Adjournment 7:05 PM

Port of Cascade Locks

Port Commission President
Brad Lorang

Port Commission Secretary
Albert Nance

Date Signed

Date Signed

Port of Cascade Locks

Bill list

From 12-18-23

To 01/07/2024

Alfonso Barron	Expense Report	40.00
Amazon Capital Services	Supplies	722.35
Blue Mountain Networks	Phone Service	177.24
Building Innovations	Lobbing Services	6,444.50
Business Oregon	Flex 6 Loan #X20004	108,857.98
Petty Cash	Transportation Program, Postage	195.11
Century Link	Phone Service	123.11
Cingular	Phone Service	476.27
City - Cascade Locks	Utilities	11,984.70
Columbia Ace Hardware	Maint Supplies	446.95
Dan Mahr	Lobbing Services	4,645.00
Elyzabeth Nagode	Camp Host	520.00
FNBO 1	Supplies	261.78
FNBO 2	Adobe	19.99
FNBO 3	SDAO, Supplies	690.78
FNBO 4	Flybook, Grant Watch, Exact	564.95
Home Depot	Maint Supplies	1,243.04
Hood River Garbage	Service	842.14
Janine Coburn	Toll Tickets Refund	13.00
Jeanetta Blue	Expense Report	100.00
Joanne Willace	Expenses Report	159.82
John Blackwell	Expense Report	40.00
Keriane Stocker	Expense Report	40.00
Les Schwab Tire Center	Tires	887.84
LoopNet	Loopnet advertising	89.00
Melissa Warren	Christmas gifts and QB	1,698.64
Merina+Co	Accounting services	2,775.00
Miller Paints	Maint Supplies	70.20
Moda Health	Dental Insurance	774.41
Moss Adams	Strategic Planning	1,425.00
NAPA Gorge Auto Parts	Maint Supplies	149.99
ODOT	Fuel	594.14
Oregon Department of Revenue	Payroll Taxes	7,550.70
Parker Nelson	Expense Report	126.20
PED LLC	Flex 6 Floor Repair	450.00
Pendleton Paint & Drywall	Finish, Texture, & Paint Flex 6	7,905.00
PERS	PERS	7,593.32
Pioneer Plumbing Services	Bathroom Repairs in Flex 6	500.00
Print It	Name Plates	28.00
RADCOMP Technologies	IT Services	4,345.10
Ricoh	Copier Lease	299.11
Ron Junker	Toll Refund	5.00
Sherwin Williams	Paint for Flex 6	1,910.65

Port of Cascade Locks
Bill list
From 12-18-23
To 01/07/2024

Sierra Springs	Water and Monthly Rental	57.89
Skamania Co Chamber of Commerce	Lunch with Chamber	50.00
Special Dist Ass'n of Oregon	Medical and STD-LTD	19,020.37
Special Dist Ass'n of Oregon	Legal Fees	115,000.00
Staples Business Advantage	Office Supplies	147.13
Tenneson Engineering	Flex 6	350.00
The Port of Hood River	BreezeBy	7,629.89
The Standard Steel Companies	Supplies	279.00
Todd Mohr	Expense Report	100.00
Umpqua Bank	Flex 5 Loan Payment	90,544.64
United States Treasury	Payroll Taxes	14,920.60
Veritiv	Restroom Supplies	662.53

TOTAL

\$ 426,548.06



PORT COMMISSION REPORT

TO: PORT COMMISSION

FROM: JEREMIAH BLUE, EXECUTIVE DIRECTOR

SUBJECT: APPROVE TRAINING WITH MORGAN CPS GROUP AT \$3,000

DATE: JANUARY 16, 2024

Introduction:

At the September 5, 2023 Commission Meeting, President Lorang recommended that the Commission receive training from MorganCPS Group on community development. MorganCPS Group is an organization founded in 2010 by former city planner John Morgan, that provides leadership development for those working in the public interests and consultations in community and organizational development.

In consideration of the Commissioners' and City Council's interest to establish a strong working relationship with each other and collaboratively work together towards improving the community's long-term viability and quality of life, the Chinook Institute offers training that would:

- 1) Provide a basic understanding of planning in the context of the Oregon Planning System and how it operates and how the city works within this framework.
- 2) Guide the Commission through the Code and the city processes, highlighting where the Port's development activities will require applications to the city and how to best work through those.

The estimated time of training would be a session of 3-4 hours. Port staff is considering scheduling the training on a Saturday in the early half of March.

Recommendation:

Approve training session with MorganCPS Group for \$3,000 plus travel expenses, not to exceed \$3,500.

Commission Options:

1. Approve training session with the MorganCPS Group for \$3,000 plus travel expenses, not to exceed \$3,500
2. Do not approve training session with the MorganCPS Group for \$3,000 plus travel expenses, not to exceed \$3,500
3. Other action