



PUBLIC MEETING: Port Commission Meeting

DATE: Tuesday **April 2, 2024, 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 6:01 PM
  - a. Pledge of Allegiance
  - b. Roll Call
    - i. President Lorang
    - ii. Vice-President Klute
    - iii. Commissioner Nance
    - iv. Commissioner Peterson
    - v. Commissioner Thweatt (excused)
    - vi. Members of the Staff and Other Support – Executive Director Jeremiah Blue; Deputy Executive Director Genevieve Scholl; Secretary Keriane Stocker; Operations Manager Parker Nelson; Accounting Specialist Melissa Warren
    - vii. Members of the Public – Ted Dodd, Cascade Locks Trail Steward – NW Trail Alliance Flora Gibson, Chris Matlock
  - c. Modifications, Additions and Changes to the Agenda
- 2) Special Presentations and Reports by outside resources, staff and Government Officials
  - a. easyCLIMB Improvements and New Trail Construction Progress Update – Ted Dodd, NW Trail Alliance
    - i. ED Blue introduced Tedd Dodd of NW Trail Alliance. Dodd presented a quick overview of Northwest Trail Alliance (NWTa), explaining that they are a volunteer organization that builds and maintains mountain bike trails. They have been working in Cascade Locks for over fifteen (15) years and are currently building a portion of the new Cascade Locks Trail. The NWTa also requested funding for \$14,385, to help cover the cost of construction for Phase Two of easyCLIMB. They believe that the new trail will attract more visitors to Cascade Locks and help to boost the local economy.

DED Scholl emphasized the importance of acknowledging the partnership between the Port and NWTa. NWTa has maintained every trail that they have built for the Port via volunteers. The Port has not had to budget any expenditures thus far, or Port staff. And there are no added responsibilities to approve these projects. The Port should always consider long-term maintenance and NWTa has done a huge service alleviating that from the Port.

C Nance inquired about available funding. DED Scholl noted that if the Commission wishes, staff will investigate grant opportunities.
- 3) Discussions
  - a. Letter of Support for Special District Grant Accessibility Act (HR 7525) – Dan Mahr
    - i. Mahr explained that HR 7525 would establish specific definition of “Special District”, at the federal level. Then, it would implement that definition with individual agencies.

Ports are well represented and recognized within the federal agencies, but not all special districts have that luxury. The bill would create a level playing field.

The Commission gave a consensus to support the letter.

- 4) Executive Session under ORS 192.660 (2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions, ORS 192.660 (2)(f) To consider information or records that are exempt by law from public inspection and ORS 192.660 (2)(h) Legal counsel regarding litigation or likely litigation to be filed
  - a. Recess from Regular Session, into Executive Session at 6:20 PM
  - b. Recess out of Executive Session, into Regular Session at 7:46 PM
  - c. No action was taken as a result of Executive Session
- 5) Business Action Items
  - a. Consider Intergovernmental Agreement Between City and Port
    - i. ED Blue provided an overview of the intergovernmental agreement (IGA). The previous IGA between the City and Port that came in front of the Commission was based on the prior commission's intention to bring a larger scale project into the business park. Since then, staff at the City and Port revised the draft agreement, ensuring that it fulfills all of the EDA grant requirements and was reviewed by the Brooks. ED Blue noted that the Port will invest \$110,000 that will go directly to the City to help them finish the project they started. The IGA will be a legally binding agreement between the City and the Port, guaranteeing that the Port's intended function of providing power for economic development in the Business Park will continue for twenty (20) years.

**VP KLUTE MADE A MOTION TO APPROVE THE INTERGOVERNMENTAL AGREEMENT AS PRESENTED; C PETERSON SECONDED; Passed Unanimously**

- b. Adopt Charge for Bridge of the Gods Centennial Celebration Advisory Committee
  - i. ED reported that during the last meeting, the creation of a Bridge of the Gods Centennial Celebration Advisory Committee was discussed and received a general approval from the Commission. P Lorang commented that John Stipan was very excited about the idea. VP Klute added that she had spoken to him and he would love to be on the subcommittee.

**VP KLUTE MADE A MOTION TO ESTABLISH THE BRIDGE OF THE GODS CENTENNIAL CELEBRATION ADVISORY COMMITTEE CHARGE AND APPOINT TWO (2) COMMISSIONERS AS MEMBERS, INCLUDING HERSELF; C PETERSON SECONDED; Passed Unanimously**

- ii. C Peterson was selected to fulfill the second Commission position.
- c. Approve Updated Pricing for Campground
  - i. ED Blue noted that the staff has taken the Commission's feedback from the previous meeting and is now presenting a final report for consideration.

**C PETERSON MADE A MOTION TO INCREASE THE CAMPGROUND RATES FOR SITES 2–12 TO \$51 AND SITES 13–15 TO \$41, SHOWERS TO \$10 FOR HIKERS AND BIKERS AND CGRA CAMPSITES TO \$25; C NANCE SECONDED;** OM Nelson reminded that there was an inclusion of a \$7.00 processing fee for all first night stays; **C PETERSON MODIFIED THE MOTION TO INCLUDE A \$7.00 PROCESSING FEE FOR ALL FIRST NIGHT STAYS AND IMPLEMENT A YEARLY INCREASE OF 5%, TO BE REVIEWED AND APPROVED BY THE COMMISSION ANNUALLY; C NANCE SECONDED THE AMENDMENT;** DED Scholl asked to clarify the section of motion regarding showers. C Peterson mentioned a \$10 fee per shower. Staff is proposing that the hiker/biker rate be \$10 and include a shower so it's \$10 for both the camping and the shower. C Peterson agreed that that is what he meant. DED Scholl also inquired about the Commission's position on considering a

holiday upcharge. **C PETERSON MADE A MOTION TO AMEND THE PREVIOUS MOTION TO INCLUDE A HOLIDAY SURCHARGE OF \$10; C NANCE SECONDED; Passed 3-1 (P LORANG – AYE; VP KLUTE – NAY; C NANCE – AYE; C PETERSON – AYE)**

**6) Executive Director Report**

- a. ED Blue turned the maintenance portion of the report over to OM Nelson to give details on the repair on the Thunder Island pedestrian bridge.

DED Scholl gave a status update on the Port's grants. She is currently awaiting the decision on the \$19,000 grant request from Experience Gorge Mt. Hood. She informed the Commission that at the next meeting, staff will be asking for permission to potentially pursue two (2) applications to the Oregon Emergency Management Office's Resilience Hubs and Networks Grant Program.

ED Blue mentioned that Staff had the opportunity to meet with Bree Irish, Field Representative for Senator Ron Wyden. They gave her a tour of the Port and showed her the different projects that the Port is involved in.

ED Blue also informed the Commission that DED Scholl has been working extensively to update the Employee Handbook. Staff will be presenting a draft copy for the Commission to review in the next couple of months. It is currently with Human Resource consultants, HR Answers and will then be sent to legal review.

ED Blue notified the Commission that they have heard back from the City regarding the concern with the smell from the wastewater treatment facility. The City has resolved not to operate the digester during Landmass Wines' showcase event, as that is the cause of the smell. In the long-term, there are costs associated with doing so and the City will work to better understand what those costs will involve.

**7) Commissioner Comments**

- a. VP Klute first inquired about the missing Public Comment section on the agenda. ED Blue explained that staff was testing a two-part meeting structure. The first meeting of the month would focus on presentations and discussions. This would allow for comprehensive information sharing and thorough explanation of business items. The second meeting, would then be dedicated to taking action on the discussed business items. Given this structure, they felt that public comment would be most productive during the action meetings, where decisions would be made. VP Klute informed that the Museum's annual prom fundraiser will be postponed to next February. And October 5<sup>th</sup> is the Magical Mystery Tour.
- b. C Nance commented that he noticed that the advertising sign for Flex 6 still has Anne Medenbach featured. He also noticed that the sign for Flex 1 is outdated as well. C Nance mentioned that easyCLIMB is getting busier and over the Easter weekend, someone held a Easter egg hunt party but there were many eggs left over and trash left.
- c. C Peterson expressed his gratitude to the Port staff for moving and pivoting with all the different challenges that they have had on short notice. C Peterson thanked NWTAs as well as the new Budget Committee members, George, Brian and Shelley.
- d. P Lorang commented that he enjoyed meeting Bree Irish and feels positive about the relationship the Port will build with her.

**8) Adjournment 8:30 pm**

Port of Cascade Locks:

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Port Commission President  
Brad Lorang

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Port Commission Secretary  
Albert Nance

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Date Approved

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Prepared by: Keriane Stocker