



PUBLIC MEETING: Port Commission Meeting

DATE: Thursday **April 20, 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, Maintenance and Construction Manager Todd Mohr, Accountant Chuck Mosher, Accounting Specialist Melissa Warren, Secretary Keriane Stocker, and Attorney Tommy Brooks
 - vii. Members of the Public – Carrie Klute of Cascade Locks, Tom and Brenda Cramblett of Cascade Locks; Zoom Attendees – iPhone (Rachel Najjar), Butch Miller, Albert Nance, Hallie Ballou, John S Cascade Locks, Janice Crane, Kelli Richardson, Philip W, Sofia Urrutia-Lopez, Diane Amoth, Dave (Lipps), Charlie W, Steve Jones, Christ Matlock, Denis’s Phone and Brenda W Cascade Locks
 - c. Modifications, Additions and Changes to the Agenda
 - i. IGM Blue states that there are two (2) changes he would like to make. Under 3a, a Legislative Update by Mark Johnson, he is not going to be here this evening so we will remove him. And under 4a, Consent Agenda, Approval of Minutes for Commission Meeting from April 6, 2023, those have not been completed and will be included in the Consent Agenda for the next meeting.
 - d. Declarations of Potential Conflicts of Interest
- 2) Public Comment (Speakers may be limited to three (3) minutes)
 - a. P Groves says that hopefully [the Commission] can get answers back to anybody who has questions. He directly addresses Public Member Carrie Klute and states that [the Commission] can answer her [questions] tonight about what they did with the documents and her stipulation. He will let Tommy (Brooks, Attorney) explain to her what [the Port] did with that.
 - b. Carrie Klute from Cascade Locks: Klute says that she doesn’t have too many concerns. There are some things that are not agenda items today as Ixtapa got pulled off the agenda but she wanted to inquire about the logistics planned around Ixtapa. She hasn’t been involved in the meeting, so she apologizes if this has been answered in previous meetings. Klute asks, “With the Sternwheeler season quickly approaching, where will the ticket sales booth go if Ixtapa is occupying the entire whole building? Will there be enough parking for both Ixtapa and Sternwheeler customers? And when ACL is up and running, is there going to be enough room for that giant tour bus that

ACL uses to turn around and share all that space?” She comments that there is a lot going into one little space, and she just wants to make sure, logistically, all of that has been thought out before signing the lease. Klute is really excited for a lot of restaurants and she thinks it is going to be awesome, but she wants to make sure the Sternwheeler gets its good share of the chunk. Another thing she wants to address is that she heard some confirmation from BPA that our residential power rates will be impacted by the RoundHouse Data Center. There is still a ton of concern around the community around doing business with this company and she really believes that [the Port] should explore other options and maybe have an open planning session with the community to generate new ideas and leads for the Flex 6 building. She comments that she understands that [the Port] needs to get business in there and hopefully they can find a less controversial business that provides more jobs. She states that [RoundHouse] is promising these jobs like software engineering, but every software engineer she knows works from home so that would not bring jobs to our community. She adds in conclusion, [to consider] another business that wouldn't affect our electricity bills. Before ending, she expresses her appreciation to the Commission for hearing her out. P Groves consults Brooks and asks if he is prepared to let her know what they did with the contract. Klute asks if he is referring to the American Cruise Line agreement. She says she heard that the clause had been corrected. Brooks explains that the change that was made in the final version was to clarify what it meant to “be operating”. The way it was drafted was that if the boat wasn't being operated, then ACL could basically require the boat to move to different locations. The clarification there was about what it meant to “be operating” and as long as the Port was not under contract with an operator, it didn't matter if the boat was physically moving or not. As long as it was operating in that sense and had an operator that would be ... Klute asks if the Port counts as an operator, if [the Port] plans on operating at [their]selves?” IGM Blue responds that the Port does count as an operator if [it] plans on operating [itself]. In the spirit, it was not written but it was understood that it can sit there in the off-season as “still operating” but it just wasn't doing cruises. If the Port was not operating it and [the Port] also did not have someone else operating it, it could not just sit there. Brooks chimes in that the difference between the two, is that as long as the Port was in a contract with an operator, it just kind of is; if the Port is operating [the boat] itself, it would just give notice of the fact that it is operating the boat. Klute thanks them for the explanation.

- c. Rachel Najjar from Cascade Locks (on Zoom): Najjar recalls that at the last meeting, Mark Johnson mentioned several times “the 2030 plan” in reference to getting the bridge off of tolls. And federalizing it. She found it alarming that the amount of times that he said “2030” in that meeting. She thinks that anyone who attended that [commission meeting] and the RoundHouse open house or read the article in the Columbia Insight about the history of this man that calls himself Stephen King and all the con jobs. Najjar comments that it is starting to feel like something is not quite right. It feels like there might be another agenda behind all of this. She spotlights “the Great Reset, Agenda 2030, Agenda 21, New World Order, Fourth Industrial Revolution, among other names are code for a master plan originated at the UN to change the political and economic system of the world to total collectivism. Najjar goes on to

explain that "In order to do that, people must not have independence, they must be dependent on the state for everything, otherwise they won't be easily controlled. This includes food, power, transportation, and water. The Rockefellers who I mentioned in the last meeting are funding the RoundHouse projects in collaboration with Department of Energy. They are part of an international organization called the World Economic Forum. The way the World Economic Forum see stakeholder capitalism being carried out is through a range of multi-stakeholder partnerships, bringing together the private sector, governments and civil society across all areas of global governance. They train and infiltrate leaders from all around the world to institute a One World government. A global paradigm shift is underway into one of surveillance and control over everything in our lives. Each structure is being put into place. And as we accelerate the footage, we can see a monstrous structure coming into being a structure that fulfills biblical prophecy and requires a great awakening of humanity. One in which we go back to living, just how God created us to be nothing that roundhouse promises, aligns with our values and Cascade Locks and it puts the future and the well-being of our children at stake. We need to remember what really matters in our community for future generations. Thank you."

3) Presentations

a. Legislative Update – Mark Johnson

b. Naming Memorial for Port Beach

- i. Public Member Tom Cramblett begins by explaining that a lot of towns put statues of people and they have memorial parks and a lot more and Cascade Locks does not have a lot of that so is offering the potential of one here, of a citizen that, in his opinion, did a lot. He expresses that the [Port] beach would be a pretty place for it. The gentleman was Mr. Rosenback and he was born in 1888 and passed away in 1965. Cramblett turns to P Groves and asks if he knew Karl Rosenback. P Groves replies that [Rosenback] was [much] older. Cramblett comments that he also did not know Charlie (Rosenback) but knew his grandkids, Gayle, who was older, and Johnny and Jimmy. Cramblett says that Johnny Rosenback (also known as General Rosenback) was in his older brother's class and was four years of ahead of him. (Karl) "Charlie" Rosenback got a job when he came here and started working for Wind River Lumber Company, the big mill that was down here on the river. He eventually was hired by Charlie Smith. Charlie Smith ran ferry boats before there were bridges. Lots of ferry crossings, they were everywhere, so that they would really was a big business. When the roads were being built through areas back into the Gorge, they were getting piecemeal, for a long time, so the ferries were used to get back and forth across the river because they weren't any connecting roads. When the city highway was built here in the '20s, that was the first one that was in the Gorge. But even as it was being built, sections were being built and wherever ended a ferry would take people back across the river. The Washington side did not happen until much later. [Rosenback] got a job running ran one of Charlie Smith's boats that between [Cascade Locks] and Stevenson. In 1955, the Skamania Pioneer did an article on Mr. Rosenback, they talked about all the things he did. It wrote that [Rosenback] did 75,000 trips from between Cascade

Locks and Stevenson during the time that he ran the ferry boat. And the ferry crossing was from Stevenson to basically where the (Port) beach is. Eventually, [Rosenback] got a tugboat, the Warco and started moving log rafts. When the [Bridge of the Gods] was built in 1926, his ferry service about ended which is why he acquired the tugboat. He did 3,000 trips through the locks here in Cascade Locks until Bonneville Dam was constructed and averaged about six (6) trips a day. Cramblett holds up the book "Images of America: Cascade Locks and Canal" and praises Museum Executive Director Janice Crane for her work on the book, which mentions Rosenback. Cramblett also presents a Port of Cascade Locks publication that mentions that the very first group of commissioners for Cascade Locks was in 1937 and Karl Rosenback and one of them. He was one of the founding fathers that started the Port of Cascade Locks. He was there in 1937, served on the commission for eight (8) years and then came back in 1953 and stayed on for another two (2) terms. 1961 is when Cascade Locks sign off to buy the bridge. Cramblett is not certain how involved Rosenback was but assumes that he was part of the acquiring of Bridge of the Gods. He also adds that he has talked to Janice (Crane) about it and she says she is in the process right now of making some historical boards or redoing historical boards and could make a nice historical board out there on the beach. VP Lorang asks if Cramblett is wanting to put up a historical board or a kiosk. Cramblett replies that that is his thought, but Janice (Crane) can give a much better presentation. IGM Blue adds that the Port can also have Crane present at the next meeting if the Commission wants more clarification. P Groves mentions that Cramblett has a blueprint of the [navigation] lock and that would be good to have down by the lock itself. Cramblett clarifies that it is just one of the blueprints and not the final one. He also mentions that he remembers that his mother would speak about Charlie whenever Winter would show up and the town would get a good amount of snow, he would be out there in the middle of the night, plowing the town. Rosenback also became the waterworks guy. At the time the city got its water from a reservoir connected to Dry Creek Falls. Cramblett explained that the whole area there is maple trees so the leaves would plug up the pipes and Rosenback would go out in the middle of the night and constantly clean those out. According to his granddaughter, Rosenback was the dog catcher, he was the police chief for a while. C Caldwell mentions that she remembers her mother saying that Rosenback would plow the Bridge of the Gods making sure people got across the bridge. C Stipan asks how many living relatives does Rosenback have, as it would be nice to have them attend if the Commission approves the naming.

- 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 April 6, 2023
 - b. Ratification of bills in the amount of \$297,835.54
 - c. Approval of payroll for 03/17/2023 in the amount of \$35,901.48

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

5) Commissioner and Sub-Committee Reports

- a. C Bump informs that he has none.
- b. C Stipan states that he is grateful for the town and the Port Commission.
- c. C Caldwell reports that she is really happy that [the Port] has gotten the [lease] with signed ACL and moving. She also really appreciates how [the Port] is moving forward with the many areas such as the restaurant and Sternwheeler operations, and actively putting that together. She also expresses her appreciation for the work of Steven (Hammrich) and Nikki (Adler) who has been working really hard on bringing the boat back up with a lot of incredible work.
- d. VP Lorang informs that he has nothing. P Groves mentions that there has not been any sub-committee meetings. VP Lorang concurs.
- e. P Groves states that he wants to use this time to make sure that Klute's questions are answered. He openly states that [the Port] has had a restaurant in that building for about five (5) years and has operated together and the plan is for the buses to land on the curb next to the statue of Sacagawea. Obviously, the Port is always going to be busy, so when we started to look at this, we started looking at expanding the parking for that building and those operations out in the grassy area. For the time being, he does not know if that is a good thing or a bad thing. It's a good thing to have people down there to ride the boat and go to the restaurant and doing all the things they do. He supposes that someday there may be a limit to that but that is something that has to wait to be seen. VP Lorang speaks up and points out [the Commission] has yet to see any plans and as far as how [the Port] intends to mitigate the impacts of having a restaurant and meet the needs that the Sternwheeler will have. He is assuming that [the Port] has to come up with some other solution for storage of goods that cannot be stored on the Sternwheeler and also refrigeration of things if there is going to be meals served on the Sternwheeler as much of the revenue from the Sternwheeler was dinner cruises. VP Lorang is curious as to how [the Port] is going to separate the needs of both services, and how that can negatively impact Sternwheeler. He expresses that he has said repeatedly that he felt it was a little short-sighted to do that before [the Port] knows what the needs of the Sternwheeler as it is not currently operating and we currently do not have an operator or what a business plan looks like and what their needs will be. P Groves replies that [the Port] has a blueprint and believes that Jeremiah (Blue, IGM) has it and will be happy to show it to him. VP Lorang questions how the (Economic Development) subcommittee has not seen [the blueprint] and he is on the subcommittee. P Groves answers that one plan was brought to the subcommittee by the former General Manager and shows how to building [will be] separated, as far as what VP Lorang asked about refrigeration and things like that, P Groves admits that he does not know whether those things have been addressed but he does know those things are available on the boat, too. He adds that there is a walk-in (refrigerator) on the boat. P Groves also recommends that VP Lorang go down and take a walk and take a look. He continues that he does not know about refrigerator as far as freezer refrigeration but he is sure there is some on a boat, but he is not completely sure. IGM

Blue chimes in that there is refrigeration on the boat but not a freezer. VP Lorang remarks that it has not been adequately researched to [the point the Port should] be planning a contract prior to having this vetted out. P Groves responds that the problem is that in order for [the restaurant] to get their permits and do what they need to do, he is not sure that sharing can happen right. VP replies that that is exactly the problem he is talking about. There is no way to mitigate the potential conflict of parking or where people are going to be as they are waiting to get on the Sternwheeler. He points out that sometimes the weather is not great outside so there should be a staging area that will be necessary. [AWI] used a lot of that space when the Sternwheeler was operating previously. P Groves responds that there is a waiting area that's in the plans. He turns to IGM Blue and advises him that they need to make sure that Brad (Lorang, VP) sees the plans. IGM Blue concurs and states that he will send it to all the Commissioners. He also adds that it has not been in front of the EDSC (Economic Development Sub-Committee) as they have not passed the charge to make that and EDAC (Economic Development Advisory Committee). VP Lorang asks another question, the Port is not taxed because they are a government agency, however, when [the Port] lease space out, then how is that taxation going to be handled? He is assuming that the vendor or the operator will have to pay taxes on that, and also adds, when the ACL docks are put in, they are also a for-profit business on our waterfront, will that property then be taxed? And is there anything in the contract relating to possible taxation and who would be responsible for that? C Stipan comments that he has had a couple of people from the community come up and congratulate [the Port] on the ACL contract. He states that they are really looking forward to the docks, but they also were questioning the same question about the taxes and about how this was going to turn out. C Stipan said that he responded to them by saying that [the Commission] will be discussing it. Brooks advises that these details can be discussed during executive session. VP Lorang comments that he assumes that there are conditional-use permits required, having to do with the restaurant and assumes that [the restaurant] will have to go through that permitting process. Although, it was a restaurant before, he is assuming that [the Port] will have to file for a new conditional-use permit to operate a restaurant in the Visitor Center. Brooks replies that what the Port has always done is to put the obligation of permitting on the tenant as [the Port] is not the applicant nor is the one that is going to use it, and so in the [Port's] agreements the requirements to maintain all permitting is [the tenant's responsibility].

f. through the city. C Stipan adds that he believes that there are four (4) refrigerators, in that building, in Locks Café, and he thought that it would be easy to get a temporary building or just even the back of those trucks and putting them in there and could put refrigeration anywhere that would be convenient for the operators. C Stipan states that that's what he is hoping for. P Groves remarks that needs to be done is to use up one parking space and put a 20-foot container in there. C Stipan agrees, adding as long as it has the power to it. P Groves continues that when AWI started running the boat, their kitchen facility and everything was down in the old TIB space. VP Lorang then poses, what that will cost as he is assuming that will cost the Port something to come up with those extra facilities. P Groves comments that the facilities that are currently there was put in by the operator not the Port, all the kitchen facilities, so the

Port just inherited when the contract ended. He comments that Tommy (Brooks, Attorney) will have to look it up so for now he is just speaking for himself, but he believes that the docks belong to the Port, but they will be under the control [of ACL] as far as docking and paying for a period of time. VP Lorang asks, "Didn't the agreement say that [the Port] will own the docks after twenty (20) years?" P Groves replies that he does not know that if that means [the Port] does not own the dock right from the get-go and Tommy (Brooks, Attorney) can even talk about this when he has a chance. IGM Blue replies that it be discussed during executive session. C Caldwell comments that, in speaking to what Brad (Lorang, VP) is talking about with the Sternwheeler and not knowing exactly what [the Port] is going to do at this point, something that has not really been looked at before is that AWI had they use the boat for sixteen (16) years and they handled it the way that they chose to handle it. But now that [the Sternwheeler] is back with us, she thinks doors are opening as to what is the best use of the Sternwheeler that we can see financially right now in where we, and that [the Port] may be looking at a whole different kind of world of what it's going to do. The boat was built for excursions, so excursions are going to be maybe the very most important thing that ACL sees as important to keep up the Sternwheeler running and probably the best moneymaker. VP Lorang inquires if she has done a lot of research on how much money excursions will bring in versus how much it costs to operate the boat? C Caldwell answers that what she is bringing up is what to do about this. She states that what she is saying is to look at all of the ideas and we will be looking at that as well. And rather than a company that's operating the boat, they say that ACL just wants to do the excursions, we have businesses out there that want to do catering, so [ACL] does not have to have anything to do with the food and [the Port] does not have anything to do with the food if it is catered in. There is all kinds of different options, so C Caldwell just wants to say that that is where her mind is she is thinking about different options and does not want to be focused on having it exactly the way AWI did. [The Port] may do this differently, and hopefully it may even end up being better. VP Lorang interjects that it seems premature that [the Port] is limiting its options at this point, as C Caldwell said [the Port] has many different options but we're eliminating some of them. P Groves points out that [the Port] is acquiring a full-time year-round operation that is paying [the Port] money. VP Lorang retorts with, "\$2,400 a month, right?" P Groves responds that the last time he heard it was \$3,500 and they will be paying for the expenses of the building, the lights the power. VP Lorang clarifies that P Groves talking about Ixtapa and not ACL. C Stipan chimes in that Brad (Lorang, VP) hit on the right word, "research". All these different things that the Port has coming to it, the due diligence that Carrie (Klute, Public Member) and that Rachel (Najjar, Public Member) had discussed, things about rates and increases [with] BPA and also about what Rachel had mentioned, he would like to research these options or at least find out exactly how to answer those questions and to inform us on a greater level. He addresses the community members and thanks them for their questions. P Groves replies that things will be found out in time. C Caldwell agrees and adds that the Port is looking at what are its options and what are ideas and [the Commission] should be open to all of that hopefully, will be available. She also mentions that [the Port] does know that the boat, in sixteen (16) years made \$30M. P Groves chimes in and suggests

that the discussion be continued in the next meeting as he thinks Ixtapa will be ready and the [Ixtapa proposal] has been before the committee at least once that he is aware of, and the former General Manager explained the bullet point details that was presented at that time. He comments that this is not a fresh idea and [the Commission] has been kicking this around for probably damn near a year or so. P Groves also addresses the community members, thanking them for their questions.

6) Business Action Items

a. Accept Lease for Dennis Snyder Jr Contractors – Jeremiah Blue

- i.** IGM Blue reports that Dennis Snyder (Jr) has operated the quarry out in the business park for a number of years, [the Port] has extended his contract and he would like to renew that contract. Any time [the Port] needs rock, Dennis Snyder gets it for us. [The Port] continues to appreciate it for all the recreational things we are maintaining out in Business Park. Very little has changed from the previous contract. One section in which [the Port] is now paying for the DOGAMI (Oregon Department of Geology and Mineral Industries) permit and that is reflected in the contract, that has actually always been the case, that [the Port] has paid for the DOGAMI permit, now it is just reflected in the contract that we are going to. P Groves adds that the DOGAMI permit is a [...] not an individual's. C Stipan asks if Dennis (Snyder Jr) is happy with the [contract]. IGM Blue replies that he is.

C STIPAN MOVES TO MAKE A MOTION THAT WE ACCEPT THE QUARRY LEASE AGREEMENT; VP LORANG SECONDS; Passed Unanimously

- ii.** C Caldwell asks if there is something the Port must make sure it has with DOGAMI, that when the Port gets the permit, that it is permitting [Dennis Snyder Jr Contractors]. IGM Blue replies that there is.

b. Approval of Lease of Pfriem – Jeremiah Blue

- i.** IGM Blue reports that this [lease] is pretty straight-forward. The Port applied a rent increase due to the extension to the Pfriem building. This was already agreed upon, in the third amendment [of the contract], we are just memorializing it here that the date started March 1st.

VP LORANG MAKES A MOTION TO APPROVE THE LEASE FOR PFRIEM; C STIPAN SECONDS;

- ii.** P Groves asks whether the agreement needs to be signed by someone. IGM Blue says that it does.

VP LORANG ADDS THAT IT BE SIGNED BY THE PORT PRESIDENT; C STIPAN ADDS THAT HE DID NOT SAY IT THE LAST TIME, BUT ABOUT THE SNYDER LEASE, YOUR (REFERRING TO THE PORT PRESIDENT'S) SIGNATURE SHOULD BE ON IT; Passed Unanimously

c. Approve Economic Development Advisory Committee Charge – Jeremiah Blue

- i.** IGM Blue states that the Port previously had the Economic Development Sub-Committee (EDSC). After meeting with Mark Knudson from SDAO, he went through our subcommittees and made recommendations on how we should move forward with those. In this particular case, [the Commission] will be looking at an Economic Development Advisory Committee and will actually go through this. IGM reads the charge in its entirety, "The Economic Development

Advisory Committee is intended to make recommendations to the Port Commission related to the following tasks: hear potential tenant presentations, identify impacts and next steps for potential tenants, make recommendations to the commission, monitor progress on current development projects. The committee will consist of five (5) members, including: two (2) Port Commissioners, Port Commissioner positions will be appointed by the Commission. Current Port Commission representatives include: President Groves and Vice President Lorang. And three (3) members of the community at large. Community representatives should reflect a range of interests related to the Economic Development and the purpose of the Committee. Community representatives will be appointed by the Commission and residence within the Port District is not required. Current community representatives include, we currently do not have any and they would need to be appointed by the Commission." IGM comments that he is not asking them to do that tonight. Tonight, would just to be to accept the charge. P Groves states that normally what [the Port] does with these, as far as the Commission, is when officers are elected, [the Commission] decides how that is going to unfold. IGM Blue explains that P Groves and VP Lorang are on record to be on the committee and can continue to be on it. P Groves explains that he just wanted to state it out loud. C Caldwell asks if the committee can continue to have meetings without the three (3) other representatives from the community, or does the committee need to wait till those are appointed to have meetings? IGM Blue replies that in order for the committee to make a recommendation to the Commission, it will need have the three (3) community representatives. C Caldwell clarifies that the committee can still meet. IGM Blue concurs, but stipulates that they just cannot make recommendations. P Groves comments that he thinks [the Port] needs to put some sort of a document and try to recruit some people. The committee really should try to have general public people on there to listen to those discussions. And those discussions are to make recommendations to the Commission. The committee does not make decisions in those meetings, it just decides to make a recommendation or not. IGM adds that, as a sidenote and as sort of an update, the new website will allow for better interaction with the public. [The Port] can get exactly the sort of [people] that it is looking to apply for these positions and a way for them to fill that out if they are interested in that. IGM Blue states that he will work on that next week. C Stipan comments that what he really loves about this advisory committee is that we have this body and the way it is working out with the people in it, is that every time they met it was like building a spine for the body. They brought to [the Commission] all these different things and a lot of times, as a new Port Commissioner, he thought, "These guys are really bringing the meat into the market." It was like what [the Port] needed and he really thinks this is a very vital, vital [committee]. C Caldwell adds that it does take time to go over people's interests and needs and instead the whole body getting together to do it, it allows them to have meetings and helps us pull information. P Groves

comments that it helps them not have fifteen-hour meetings. C Caldwell agrees and expresses her appreciation for the effort [the committee] puts into doing it.

C STIPAN MAKES A MOTION TO APPROVE THE CHARGE FOR THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE WITH THESE SPECIFIC TASKS AS LISTED: ONE, TWO, THREE AND FOUR; C CALDWELL SECONDS; C CALDWELL ADDS THAT IT BE SIGNED BY THE PORT PRESIDENT; Passed Unanimously

ii. P Groves mentions that the sub-committees were approved when they approved the policy (manual). IGM Blue clarifies that the policy manual did not include the specific tasks. Concerning the specific tasks of making recommendations to the Port Commission, hearing potential tenant presentations, identify impacts and next steps for potential tenants, making recommendations to the commission, monitoring progress on current development projects, if there were changes that the Commission wanted to make, that would be something that they could do, right now. How the committees were set up was something that [the Commission] approved with SDAO. The Commission said that "this is the format that we'd like to use" in terms of setting up these committees. What the committees specifically did, that is what is being discussed, tonight. P Groves asks if that is what IGM Blue is requesting from the Commission, to approve those specific tasks? IGM concurs.

d. Approval of the RICOH Printer Contract – Jeremiah Blue

i. IGM Blue informs that Brittany (Berge, Special Projects Coordinator) has been doing an excellent work on this report. The Port does the "Port Report" monthly and it comes out on this thick cardstock which is required in order to be able to fit the requirements to be mailed out. There is a very, very specific set of standards to it and one of them is the thickness of [the paper]. [The Port] goes pretty hard on the printer that we have right now. And [the Port] has gone so hard on it now that about every seventh Port Report it prints, it prints two or three that we can't even use and then it prints one or two more than we can say "we can get away with this." If anybody has gotten a Port Report that there were smudges on, IGM Blue apologizes. He explains that what the Port is looking for from the Commission is to approve the lease contract for the new RICOH Multi Function Printer. It is going to do some really cool things for [the Port] as well, it will collate and does stapling, folding, and some things that Brittany (Berge) can take advantage of special projects department. It will really be something that immediately is going to be impactful for the Port Report.

VP LORANG MAKES A MOTION THAT WE APPROVE THE RICOH MULTI FUNCTION PRINTER AND THE LEASE CONTRACT FOR \$245.91 A MONTH; C CALDWELL SECONDS; Passed Unanimously

ii. C Stipan asks how long the lease is, if it is for the life of the printer. Mosher replies that it is for five (5) years. C Stipan further inquires that after the five (5) years, if the Port will own it. Mosher answers that then [the Port] could buy it, at market value. C Stipan asks, if it is leased to us, if [RICOH] provides the ink or paper or the staples. IGM Blue replies that they provide the toner but not the

paper. Mosher adds that [RICOH] will provide ink, staples and maintenance. The Port pays \$.0638 per color copy and \$0.0088 per black-and-white copy.

e. Accept Lease for Otter & Osprey – Jeremiah Blue

- i. IGM Blue clarifies that on (Business Action Item) 6e, for Otter & Osprey, it is not a lease that the Commission will be approving but a permit to do business down at the business park at Herman Creek. This is something that [the Port] has done previously for them. Last year, [Otter & Osprey] came to [the Port] and they have an actual location in Bob Sourek's business park. They do fireplaces and some other different things and then they thought to get into renting kayaks. So, they came to [the Port] last year and presented and what they were doing is advertising on the Internet and people would call and they would meet [the customers] down there and [Otter & Osprey] would give them a kayak and then [the customers] would come back and call and have it picked up. This year, they are taking the next step. They purchased a large box truck and will put a big logo on there with their phone number. What [Otter & Osprey] wants to do is on Thursdays, Fridays, and Saturdays or they could decide, on Wednesdays Thursdays and Fridays Saturdays, so it would be up to them somewhat based on the weather, based on the holiday, whether there is traffic in town. They would like to park [their truck] down there during the day so that people who happen to stumble in that area can read on the side, "Hey, you can get a kayak" and call them. The kayaks are stored (in the truck), they pull it out and the get in the water. What they are asking for is the chance to do that. [The Port] is going to try to charge them a \$60.00 a month fee for doing business, that is a slight elevated over what we did last year for them. As well as adding \$5.00 a day for parking in the business park. And [the Port] will ask them to do that through the app. And that will be something [the Port] can just check on every day. C Caldwell asks where it is going to be marked. IGM Blue replies that it will be somewhere down in Herman Creek, possibly a little bit before where the boat launch is. The Port will work out a place where both it and Otter & Osprey are comfortable with, there is a ton of space down there for it. C Caldwell thinks that it is a great idea, but her thoughts are what is the other business and then truck that are coming in. We have spaces to put those in as well. That would be my next question. IGM Blue replies that he thinks that if [the Port] were to have another business approach [the Port] to do business, it would be something that [the Port] would have to consider. At this point in time, he has not been approached, not by a food truck or another truck, not another rental company, no one else has asked to do anything like this down in that area. C Caldwell expresses her concern that she would like [the Commission] to think about that, because it's going to happen. [The Port] will start hearing from people about that. C Stipan comments that that is a good point and his concern would be trash. He cannot stand trash down there, especially at Herman Creek and that beautiful area down there. If this is going to be something that they are going to get a permit for, if there could be some kind of clause that could be in there that they keep that area specifically clean, and there will be no trash from any kayak usage, be it paper garbage, plastics, whatever people bring, as long as

they “pack in, pack it out.” If we can put that in there and they are aware that the Commissioners are concerned about that area. C Caldwell asks, if [the Port] has other spaces and people are doing the same thing, how will the Port handle that? IGM Blue restates that it is just a permit, it is not a lease, it is not long-term. It is something the Commission can revisit again next year, after it has seen how this worked out. P Groves comments that he agrees with John (Stipan, Commissioner). If somebody dumps trash somewhere or leaves it, other people will think, “Hey, that's okay.” IGM Blue states that the great thing about the permit is that it can be revoked. And it does not have to be forever. If [the Port] give this permit and [the Port] were to see something down there and say, “Hey, it seems like all of your customers are just leaving trash here.” That is something that [the Port] [...] “... this didn't work for us.” IGM Blue feels that there is room for the Port to figure that out. Being that [Otter & Osprey] is in the business of recreation and having people come to this location, he thinks that they are going to agree with [the Commission]. They want that place looking as great as possible so that people are like, “Let's make a call. Let's get in the water.” P Groves adds that he thinks what should be done is to set that mindset, “Before you leave, make sure all the trash is picked up.” IGM Blue mentions that he believes that [Maria Woodall] may have been on (Zoom) listening, or she may have left, but he will make sure those comments make it to her.

C STIPAN MAKES A MOTION THAT WE APPROVE THE PERMIT FOR OTTER & OSPREY OUTDOOR GEAR, TO INCLUDE TOTALLY POLICING THE TRASH; C CALDWELL SECONDS; Passed Unanimously

f. Approval of Lease for Son of Man – Jeremiah Blue

- i.** IGM Blue states that this [lease] is just an extension. They have the option to add another five (5) years with the Port and it just needs the signature of the Port President to execute. P Groves states that [the Port] determined here recently that under the new loan, the Port, unfortunately, got itself into some interest and that lease may not be cutting it as far as paying for that building. He asks where the Port is with that. IGM Blue turns to Mosher and asks him to look into that. IGM Blue admits that there are some leases that for certain less than they need to be as far as market value. Mosher replies that the lease payments are making the loan payments, but not a lot above that. P Groves asks, “So, they are paying the bills?” Mosher replies, “Yes. They are paying their bills. Which includes the loan.” P Groves reminds the Commission of a conversation that come up with a couple of clients, and [Son of Man] is one, that wasn't making that happen. He does not want to say in the meeting, but it is not their fault that we had to pay higher interest rates. But [the Port] has to somehow recover from that. IGM Blue adds that there was also another request from Son of Man to add an additional five (5) year extension after this extension, he and Tommy (Brooks) both discussed that that is not a recommendation that we would be making. IGM Blue offers to go through the steps to draft what that would look like and present that present to [the Commission] as well. But the sentiment is “Let's see what the world looks like in 10 years.” [The Port] loves to have them as a tenant, the business is really, really successful. A lot of people

are talking about [Jasper Smith]. But the recommendation is probably to revisit [the lease] after five (5) more years and see where we're at. P Groves comments that [the Port] has a COLA (cost-of-living adjustment) under this and asks when does that happen? Chuck replies that it happens next month as goes up 2.51%. C Caldwell asks, because she has always known them as "Son of Man", but it says in the lease agreement "Native Cider". IGM Blue replies that it is the same business, and officially is "Native Cider doing business as Son of Man".

C STIPAN MAKES A MOTION THAT WE APPROVE THE LEASE EXTENSION FOR SON OF MAN / NATIVE CIDER AS WRITTEN, AND HAVE THE PORT PRESIDENT TO SIGN IT; VP LORANG SECONDS; Passed Unanimously

7) GM Report

- a. IGM Blue highlights some points to speak about. He begins by informing the Commission that [the Port] is hiring a Seasonal Toll Taker position and admits that it is not getting a lot of people who are responding to the ad. It is posted on [the Port's] website and on Facebook. If [the Commission] has any ideas on getting it out into the community, he would definitely love to bring some more people on this season. [Bridge] traffic numbers are a little bit lower than they had expected, for April. He assures that it is not anything concerning from a budgetary standpoint, and still stands by his projections. IGM Blue states that he will bring back a stronger financial look at that and email it out to the Commission this week. He admits that he really wanted to have it ready but didn't come together quite in time. He explains that it is something that he and Chuck (Mosher) needs to sit down and pull together some stronger financials on exactly where [the Bridge] is compared to what [the Port] has budgeted. C Stipan asks if he can make a comment, "Solomon Jackson who is [his] son, he did the seasonal toll (taker position) and he absolutely loved it. He loved working out the numbers for the person that was beside him and working with other people and while he was working out the numbers of the person that was driving by. And then he joined the Marines. So, if you want to get your kid on the straight and narrow, you'll have a good US citizen." C Stipan adds that the [the Port] wants people in there and the younger, the better, and wants to give these people opportunities. Regarding the Sternwheeler update, Nikki (Adler) and Steven (Hammrich) has been doing lots and lots of work on the boat and if [the Commission] has not had a chance and opportunity, he invites them to go out and take a look just from the outside and see that they are doing work on the paddlewheel and has gotten a large amount of paint on it as well. Hammrich and Adler have gone inside and painted all the interior walls, and painted the doors. IGM Blue thinks that anyone show had an opportunity to tour [the boat] when [the Port] first got it, will be impressed with the amount of work that they have accomplished. They still have more work that they need to do on it. The cleaning crew will also be coming out on the 24th and they will do the deep-cleaning of the Sternwheeler, cleaning the upholstery on the chairs, carpet cleaning the carpets, polishing the brass so it is going to be as spiffy as we can possibly get it for the start of the season. Concerning Special Projects, Brittany (Berge) has been very busy. She has successfully migrated all context to the new website platform, allowing staff to update content more easily. The website has been structured to make content easier

to locate. If [the Commission] has an opportunity, IGM Blue asks them to please take a look at it. He informs that [the Port] has taken a different approach in the way we are posting our meetings, the way we are posting the minutes, and posting our agendas. IGM Blue admits that he is really comfortable with it and really happy with it. He explains that it has allowed Keriane (Stocker, Secretary) to really own that entire process. Whereas, before, it was not anyone's fault but just the task got split up over time with [older] website, and two or three or four [staff members] had to touch it and it just became somewhat cumbersome. [The new website] has streamlined that and we are very happy with it. And it still has an appealing look. There were also some laws that were passed recently, that required ADA access for websites, such as being able to have every picture to be read aloud and being able to change the colors. And on the backside of the website, it will tell us that we are out of compliance, either from an ADA standpoint, or also from a regulation standpoint and things that we have to stay compliant with that. So that's been very, very, it's been awesome. IGM Blue comments that it is great and is really happy with it. C Caldwell comments that she is too, and thinks that our community who wants to know what is going on, this will be very helpful for them to be able to go in and see it for themselves. IGM Blue informs that the company that [the Port] is using, specifically builds websites for Special Districts, so they understand the challenges that a website like ours has, the compliancy-side of it. The people who visit our website are very different in the things that they are looking for, so [Streamline] has done a really good job of sort of presenting that information in a way where the reason why a person is visiting the website can be quickly establish any found, whether it's if the Port has space to lease or they need to get a BreezeBy or just want to see when the next meeting is, they have done a good job. P Groves asks if anyone has ever looked at the Port of Hood River's website? They have their up-to-date financials, they have everything on their website. IGM Blue comments that [the Port] is very close to having that as well. Once [staff] has finished up some of the work on the audits, they will be posted. The budget is posted on there, so [the Port] is very close to being there. IGM Blue informs that Berge is working on some new marina management software called the Molo Marina software. It has been fully integrated, staff is now getting in the last training session before we completely move each customer over to it. Previously, [the Port] had been using the Flybook but it was a little cumbersome for the marina and was not a good fit. It is a good fit for the campground and staff makes it work for events but trying to make [the Flybook] work for the marina was probably a bit of a stretch. There was something slightly exciting about that because staff did not have to learn a new system but it was tough. The Molo software is specifically made for managing a marina and sending out the billing on that and on the electrical, so it really makes it a lot easier. C Caldwell asks if it will work well with auditing and with what Chuck (Mosher) has to do. IGM Blue confirms that it does. P Groves brings up that the other concern about the marina that [the Commission] has not seriously looked at where its fees are, for a while. He remembers that the last time they did, which has been several years ago, [the Commission] found out that the marina was way behind compared to others. P Groves suggests take that up. IGM Blue reports that he did a recent rate study last year and what P Groves stated remains correct, the marina is way behind. C Caldwell asks if [the marina] is still behind. IGM

Blue replies that it has not changed, and it was behind then, so likely the marina is still behind. On May 10th, will be the first part of a four-part class on grant writing with MCEDD (Mid-Columbia Economic Development District. IGM Blue is sending Brittany (Berge), Chuck (Mosher) and Keriane (Stocker) because all three of them expressed interest. There will be ten (10) in-person classroom hours, two and a half hours for four (4) weeks in a row. It is up in the Dalles. The first class is "Grant Planning and Finding Grants", the next class will be "Grant Narrative", the next class will be "Budget Management", and the next class will be "Evaluation". IGM Blue states that no one specifically at the Port has the time to spend just looking and searching for and writing grants because the Port does not have anyone on staff that does that. Keriane (Stocker) and Brittany (Berge) happen to be the people who possibly might have a chunk of free time where they say, "Oh, look, I found something. I can spend an hour here writing or I can spend a couple hours here writing it?" IGM Blue believes it will be a good skill for them to have. He thinks that Chuck (Mosher) will probably not write as many grants for but it will certainly be part of the budgeting and managing pieces of that. IGM Blue adds that it does not sound like [the Port] is going to be the only people in town that are going to be attending, he saw a lot of interest from the City and also from some of the nonprofits here in town as well. He thinks there will be a good group of citizens going from Cascade Locks. VP Lorang jokingly says that if they all talk less, it will give Keriane (Stocker) more time to do grant writing. C Stipan comments that Janice Crane (Museum Executive Director) has really developed a grant writing finesse and has really built up the income in the history museum so kudos to her. P Groves also mentions that Sally (Moore, former Secretary) used to write grants for [the Port]. IGM Blue states that Brittany (Berge) has written some grants, [the Port] has had some folks that have done it, but it has never been a full-time job. Brittany (Berge) met with a representative of Buell Recreation to discuss ideas for a potential playground remodel expansion, emphasizing the area's historical, environmental and recreational significance. She is looking for grant money for this, particularly APRA funds, on this. It is just an idea of something that she has wanted to do for a long time and she ran into a company that will come out, map it out, build us a 3D model, point us in the direction of the specific grants that we can do, how we can get the community involved. It has always been a pet project of hers and so for her to find a company that would come out and work right along with her and show her how to make this happen for our community, she took them up on that so it will be exciting to see what they come up with and maybe how we can potentially get to that. C Caldwell praises that Brittany (Berge) did a fabulous job when (Commissioner) John (Stipan) and her were part of the Marine Park Master Plan Committee. C Caldwell states that Berge did a fabulous job telling them about all the work she had done. She is doing good. She did really good, so this is exciting. In respect to Events updates, something for the Commission to reference, there has been a few [events] that have already happened this year, which is very early and [the Port] is learning things. We are learning that it takes a real beating in our grass [when events are scheduled] this early. The Port had a race that went through the grass, and then it had the Easter Egg Hunt with a bunch of little eggs all over the grass. What [the Port] is seeing, is a lot of mud getting tracked into the Pavilion. IGM Blue expresses that there are new things that [the Port] needs

to think about when people in large groups are showing up to our park earlier and earlier in the season. [The Port] still has to continue to push for that because it needs that revenue, it needs those events, but it also needs to be able to understand that it comes at a cost that maybe it hadn't really thought of before. C Caldwell comments that [the Port] is learning as it goes. IGM Blue agrees. He also mentions that [the Port] has its first wedding. Jeanetta (Blue, Event Coordinator) is now also attending the Tourism Committee for the City and presenting the events that are happening in town. They asked to have a closer relationship with her and so she started attending those attending those meetings. Next in the GM Report, IGM Blue states that he reached out to all of [the Port's] consultants, which he intends to do going forward. Every couple of weeks, every meeting, he intends to touch base with each of them and ask them, "What did you work on for us this week? What are you seeing coming in next week?" Mark Johnson does that for us at every single meeting. It seemed like it was something we probably should be asking all of our consultants. He got updates for Moss Adams with a Strategic Business Plan Update and provided [Jessie Lenhardt's, Manager Moss Adams] email at the bottom. On the next page, David (McCurry) talked about the where he is at and the things that he has doing. IGM Blue says that he knows that the Commission always enjoys when people come in and present to us and ask them questions, however it is not always feasible and does not always make sense for them to do that travel. He thinks it will keep [the Commission] in the loop on what they are working on and what it is that they are doing so [the Commission] will continue to see those updates from the consultants. Regarding Merina+Co, this is their first time ever really providing information for us. They are working with Chuck (Mosher) and Melissa (Warren) directly. In the last couple of weeks, they said that they will help Port staff get information to complete the fiscal year-end audits, reconciling Capital Assets, Accounts Receivable, Accrued Interest. The exciting part about that is moving forward, they will continue to assist the Port with the 20-21 audit and give assistance with the June 30, 2022 audit. So, not only are we just getting 20-21 done but we are catching up well. Additionally, they will assist with preparing the Port's budget for the 23-24 fiscal year and ensuring the correct notices are posted to the upcoming budget committees. [Merina+Co] is really taking the lead on this and helping our departments or form the new sort of look at accounting and the way that we are approaching that. IGM Blue playfully states that he left room right at the bottom for the Maintenance report and turns it over to the Mohr. C Caldwell speaks out and says that she did not say during her [Commission report] but she would like to say "Thanks" to Todd (Mohr) and all his staff. Getting through Winter and all the cleanup inside of the park. And now that we are getting ready for Spring and Summer. [The maintenance staff] works hard and then she always wants to thank them for all their work. Mohr replies that he will let his staff know. He mentions that this winter was the biggest cleanup the Port has ever had, or at least since he's been at the Port. He informs the Commission that they are working on opening the park and that entails a whole lot of different things. He jokingly adds that they think they may not have to turn on the sprinkler system at all this year because we're going to have rain all the way through. The maintenance staff has finished up the sewer projects up at the Bridge of the Gods and has that functioning again, with the exception of the paving that will have to be done there. In

Business Park, they are working on getting some of that stuff that has been stored in Flex 6, which are new garbage cans, swings that were part of the grant. He is hoping in the next month to have all that stuff put out as well as signs that has to go up. The maintenance staff has moved out of 515 and is almost done with HVAC coverage. C Caldwell confirms that "515" is the incubator space, and that everything is moved out for the canoe club. Mohr replies that it is not ready for the canoe club. P Groves comments that he sees people there. IGM Blue explains that Gorge Canoe Club has been good neighbors about it. They had wanted to be in the incubator space the day after the Commission approved the lease, [the Port] said that they would be able to, the day after the Commission signed it. Unfortunately, IGM Blue made a mistake and realized that there was a large refrigerator in there that they had never moved from Thunder Island Brewing. So, Gorge Canoe Club is using the space currently, and the Port is working on having that removed and should have it done by May 1st. Mohr corrects IGM Blue and says it will be done by May 3rd. IGM Blue states that the general understanding has been that it needs to be removed and be disposed of. IGM Blue also wants to point out the hard work that Mr. (Mark) Johnson has done. He reports that [the Port] has started submitting for a Cap Construction award from the Oregon Legislature. It would be for a bathroom for the new parking area that has been awarded. Johnson has priced out a pre-cast concrete unit that comes with two (2) bathrooms that each have a coin-operated shower. This is something that will come before the Commission at some point in time, right now it is something the Commission can individually start thinking about, "What do I expect out of a bathroom up there?", "Do I want the showers?", "Do I want air dryers versus buying paper towels?", things of that nature. There is an attachment here, it is separated in terms of what he had specced out. IGM Blue reminds that it is not really asking for anything right now, this is Mark (Johnson) going and looking for money which he is amazing at doing. This is what he would like to spend it on. IGM Blue thinks that once [the Port] finds some money, [the Commission] might get a little bit more data on what those bathrooms are going to look like. He expresses that he thinks that it would be a good thing for [the Commissioners] to think about, individually. C Caldwell states that it is important that when [the Port] puts in structure like this, that it really makes sure that it is taking into consideration maintenance and how [the Port] is going to make any of these things because we can get these things in and then we are scrambling to try to know what to do. IGM Blue replies that the Commission will certainly have to have those discussions as a commission, once they know those funds are something that are available for [to the Port]. He advises the Commission to just be aware that that is what [Johnson] is going after. P Groves comments that one of the things that was brought up about this, and he cannot remember whether it was Brad (Lorang, VP) who brought it up, or someone else, but this bathroom can also serve whatever is above this parking lot, whether it is tiny homes or RVs, so [the Port] should probably want to, if we're looking for dollars, make this as nice as we can.

- 8)** Executive Session under ORS 192.660(2)(e) Real Property Negotiations, ORS 192.660(2)(f) Discussion of Exempt Public Records 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 9:22 pm

- b.** Recess out of Executive Session, into Regular Session at 9:56 pm
- 9)** Adjournment 9:57 pm

Port of Cascade Locks

Port Commission President
Jess Groves

Port Commission Secretary/Treasurer
Joeinne Caldwell

Date Signed

Date Signed