



PUBLIC MEETING: Budget Committee Meeting

DATE: Tuesday **April 23, 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 6:00 PM
 - a. Pledge of Allegiance
 - b. Roll Call
 - i. President Lorang
 - ii. Vice-President Klute
 - iii. Commissioner Nance
 - iv. Commissioner Peterson (via Zoom)
 - v. Commissioner Thweatt
 - vi. Committee Member Mohr
 - vii. Committee Member VanWinkle
 - viii. Committee Member Torres
 - ix. Committee Member Olvera
 - x. Committee Member Keilty
 - xi. 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; Matt Apken – Managing Consultant, Merina+Co
 - xii. Members of the Public – iPhone
 - c. Modifications, Additions and Changes to the Agenda

- 2) Election of Budget Committee Officers

- a. President

P LORANG MADE A MOTION TO HAVE DONNA MOHR AS BUDGET COMMITTEE PRESIDENT; VP KLUTE SECONDED; Passed Unanimously

- b. Vice-President

P LORANG MADE A MOTION TO HAVE DIANA VANWINKLE AS BUDGET COMMITTEE VICE-PRESIDENT; C NANCE SECONDED; Passed Unanimously

- 3) Presentation of Budget Message – Jeremiah Blue

- a. ED Blue read the budget message provided in the budget document, noting that the Port previously moved away from developing a budget with three funds: the General Fund, the Development Fund, and the Reserve Fund. This year, they have continued to use this new format and have added a new department for Port Sponsored Events. Admin added Port Funded Grants. This line-item represents the Port's Community Benefit Initiative, through which it awards small grants to local businesses, non-profits, and municipalities to support planning, programming, construction, and development projects that benefit the Cascade Locks economy. For the proposed budget, operating requirements exceed operating resources by a notable amount of \$581,316. This amount assumes Flex 6 remains empty for this fiscal year. Additionally, this includes \$227,000 in one-time interest payments and \$55,000 in one-time IT projects. Without

these one-time requirements, requirements would exceed new resources by \$299,316. If Flex 6 were to be leased, we would increase resources by over \$500,000 and resources would then exceed requirements by over \$200,000. Resolving the vacancy in the Flex 6 building is an important step to resolve the operating deficiency, in addition to other efforts to increase revenues.

4) Review of Budget Detail

a. General Fund

i. Administration

- ❖ CM Mohr commented that she would really like to see a breakdown of the Contracted Services.

ii. General Operations

iii. Marine Park and Recreational Areas – Other

iv. Toll Bridge

v. Commercial Properties

vi. Campground

- ❖ C Nance inquired about the State and Federal taxes the Camp Host will have to pay on her salary if the rate for her camp space is including in her salary. He pointed out that she would be receiving less, based on taxable income. EB Blue noted that they can increase the proposed amount by 30% to accommodate for taxes.

vii. Marina

- ❖ The committee went into a short ten (10) minute break at 6:59 pm and resumed at 7:09 pm.

- ❖ C Peterson encountered technical difficulties and left the meeting.

viii. Sternwheeler

ix. Marine Park and Recreational Areas – Events

x. Marine Park and Recreational Areas – Parking – Security

xi. Port Sponsored Events

xii. Development

xiii. Non-Allocated

b. Salary Schedule

c. Debt Services

- i.** CM Mohr commented that she was displeased to see that the Business Park Road Improvements loan was still listed in Debt Services. ED Blue informed that he had made the decision to be conservative with this year's finances and had chosen not to pay it off yet, but now that he has a better estimate of the current budget, he assured her that the loan will be paid off in its entirety by the end of the fiscal year.

P LORANG MADE A MOTION TO APPROVE THE BUDGET AS PRESENTED WITH THE MODIFICATION IN CAMPGROUND FOR 30%; C THWEATT SECONDED; Passed Unanimously

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

6) Adjournment 7:54 pm

C NANCE MADE A MOTION TO ADJOURN; CM OLVERA SECONDED; Passed Unanimously

Port of Cascade Locks:

Port Commission President
Brad Lorang

Port Commission Secretary
Albert Nance

Date Approved

Prepared by: Keriane Stocker