

Port of Cascade Locks Committee Charge for the Bridge of the Gods Centennial Celebration Advisory Committee

Purpose

The Bridge of the Gods Centennial Celebration Advisory Committee oversees the planning of the bridge's 100th anniversary campaign. The committee's responsibilities include:

Task 1: Develop Primary Objective and Aim Establish a clear vision for the centennial celebration that reflects the bridge's history and identity. This vision will serve as the foundation for developing a comprehensive plan to ensure a successful and impactful celebration.

Task 2: Determine Budget Determine, allocate, assess and effectively spend budget to maximize impact. Secure funding and resources and identify and leverage partnerships if needed.

Task 3: Public Reporting Communicate regularly with the board at public meetings about the planning process and progress. Keep the community informed about celebration details

Task 4: Oversee Implementation Provide leadership and oversight for the planning and careful execution of all anniversary activities.

Membership

The committee will consist of five (5) members, including:

Two Port Commissioners Port Commissioner positions will be appointed by the Commission. Current Port Commission representatives include:

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Three Members of the Community at Large Community representatives should reflect a range of interests related to the celebration of the Bridge of the Gods' centennial anniversary 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:

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Port of Cascade Locks

Committee Charge for Commission Finance Subcommittee

April 2, 2024

Term The Committee will operate for such time as determined by the Commission to accomplished the assigned purpose, and may be discharged after their recommendations to the Commission or at any other time at the discretion of the Commission. Community representatives are subject to reappointment at the discretion of the Commission. Community representatives may be subject to removal from the Committee at the discretion of the Port Commission.

Chair The Committee Chair will be appointed by a majority vote of the Committee members. The term of the Chair is at the discretion of the Committee. Current Chair:

Staff and other support: Executive Director, Deputy Executive Director, Operations Manager, expert or consulting services, as needed. All vendor solicitations, selection and contracting will be performed by Port staff under the direction of the Commission.

Committee Procedures

Meetings: The Committee will meet as scheduled by the subcommittee members to discuss and develop recommendations consistent with its purpose. Meetings will be considered public meetings under ORS 192.630 unless otherwise convened as an executive session under ORS 192.660 (2). An agenda for each meeting of the Committee will be posted at least 24 hours prior to the meeting. The Committee Chair will work with the General Manager to develop the agenda. Agenda may include a public input section; however, meetings should be focused on Committee members' discussion of the topics and the Committee may choose to limit public input. Meetings will be facilitated by the Committee Chair.

Voting Each member has one vote. A Committee member must be present, or in attendance by virtual means, to vote; proxy votes by Committee members will not be accepted. The Committee will make recommendations to the Commission by a majority vote of the Committee members. Three (3) members of the Committee shall comprise a quorum of the Committee, and a quorum of the committee must be present to entertain a vote or to take any other action of the Committee.

This charge for the Bridge of the Gods Centennial Celebration Advisory Committee was approved by the Port Commission on: _____

**Port of Cascade Locks
Commission President: _____**