



PUBLIC MEETING: Port Commission Business Meeting

DATE: Tuesday **September 3, 2024, 6 PM**

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

<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) Special Presentation and Reports by outside resources, staff, and Government Officials
 - a. Charlie Robertson, CEO of American Cruise Lines
- 3) Public Interview for Port Commission Seat #5 (No selection will be made at this meeting) – **Page 2**
- 4) Discussions
 - a. Marine Park Restroom – Genevieve Scholl – **Page 3**
- 5) Business Action Items
 - a. Approve Letter of Support for Gorge Transit Grant Applications – Dan Mahr – **Page 8**
 - b. Approve Letter of Support for KiddieCity Grant Application to the Childcare Infrastructure Fund – Dan Mahr – **Page 13**
- 6) Executive Director Report
- 7) Commission Comments
- 8) Adjournment

IMPORTANT DATES

Friday, September 13, 2024

Joint Transportation Committee Roadshow

Tuesday, September 17, 2024

Port Commission Meeting

Tuesday & Wednesday, September 24-25, 2024

Oregon Infrastructure Summit

Thursday & Friday, September 26-27, 2024

Oregon Public Ports Association Annual Conference

Tuesday, October 1, 2024

Port Commission Meeting

October 1–3, 2024

PNWA Annual Convention

Tuesday, October 15, 2024

Port Commission Meeting

PORT COMMISSION INTERVIEW QUESTIONS

1. What do you think are the biggest challenges currently facing the Port?
2. Based on the Port's Strategic Business Plan, what do you believe are our three most important priorities?
3. Are you aware of the recently approved Port Strategic Business Plan and is it something that you align with and will support? If so, how do you align with the plan?
4. What is it about the Port that makes you want to be a Port Commissioner?
5. What do you think is the most important role that the Port will need to play in the future of Cascade Locks and why?
6. How can the Port balance economic and ecological priorities?
7. How do you plan to connect with our community and local stakeholders to make sure their opinions and concerns are considered in the Port's decisions?
8. Can you share a time when you had to navigate a tough decision where different people or groups had competing interests? How did you handle it, and what was the result?

August 28, 2024

Port of Cascade Locks
Attn: Jeremiah Blue
P.O. Box 307
Cascade Locks, OR 97014

Subject: Letter of Interest for Port Commissioner at Port of Cascade Locks

Dear Mr Blue,

I am writing to express my interest in the Port Commissioner position. With a well-rounded background as a leader, entrepreneur, and active volunteer, I am excited to contribute to the Port's mission and strategic vision outlined in your 2024-2029 Strategic Plan.

The Port's vision of serving as a dynamic hub for economic development by blending commerce and recreation is particularly compelling to me. I am drawn to the emphasis on facilitating economic growth by strategically managing Port-owned buildings, land, and resources.

My experience in real estate development and property management has equipped me with the skills necessary to contribute to the discussion for using these assets effectively to enhance our local community. As the owner of Dodd Developments LLC, I successfully managed a portfolio of rental properties, built condos, and developed residential land. As a VP and national sales manager for an office furniture manufacturer, building business relationships and strategic planning are daily activities. I am eager to apply my knowledge and experience to support Cascade Locks in achieving its economic development goals.

I am passionate about promoting Cascade Locks as a world-class recreation destination. The Port's focus on supporting recreation and tourism aligns with my background and excitement for developing tourism that enhances our community and attracts visitors. For instance, As a current volunteer and former Board Member with Northwest Trail Alliance (NWTAs), I co-lead major trail-building projects and organized community events. As a result of NWTAs efforts, we have grown our organization to over 5,000 dues-paying members and greatly expanded the number of mountain bike trail areas. The NWTAs efforts have significantly boosted mountain biking tourism in communities located near the trails we have built. By fostering partnerships with local businesses and promoting the natural beauty of the Columbia River Gorge, I believe I can enhance Cascade Locks' reputation as a premier destination for outdoor enthusiasts.

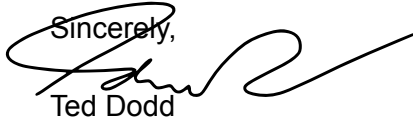
My qualifications include:

- Expertise in strategic asset management: I have a proven track record of maximizing the value of property portfolios to stimulate local economic growth.
- Strong leadership and collaboration skills: I have successfully led cross-functional teams and worked with various stakeholders to achieve common goals.
- Passion for leading volunteers: My efforts have built trails and organized events that developed a community of people working to enhance our community.

I am excited about the possibility of joining the Port Commissioners and contributing to the strategic initiatives outlined for 2024-2029. My skills and experience align well with your objectives, and I am eager to discuss how I can help further enhance the economic vitality and quality of life in Cascade Locks.

Thank you for considering my application.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ted Dodd', with a long, sweeping flourish extending to the right.

Ted Dodd

PORT COMMISSION REPORT

TO: PORT COMMISSION

FROM: GENEVIEVE SCHOLL, DEPUTY EXECUTIVE DIRECTOR

SUBJECT: MARINE PARK RESTROOM

DATE: SEPTEMBER 3, 2024

During its August 6, 2024 meeting, the Commission heard public testimony from a Marina moorage tenant expressing concern and dissatisfaction with the newly restricted access to the Marine Park Commercial Building restrooms due to the new private leases for Ixtapa Restaurant and JettyLight. The Commission directed staff to evaluate cost-effective options for providing a new flush toilet/sink facility to serve the eastern side of the Marine Park.

Operations Manager Parker Nelson has determined that a sewer line connection is available nearby the Marine Park Commercial Building that would provide relatively simple connection to the existing sewer infrastructure and the newly installed sewer lift station pumps. This location is across the Sacagawea Circle access road to the west of the Marine Park Commercial Building parking lot, at the east end of the Marine Park Green (see map below).



Staff requested cost quotes from CXT, Inc., who is the provider of the new prefabricated restroom and shower facility that will be installed at the new Harvey

Road parking lot and provide these facilities via a pricing agreement with the state of Oregon.

Attached are three of CXT's smallest and lowest cost models, with costs ranging from \$78,990 to \$116,622 including delivery but not including sewer/utility hook up.

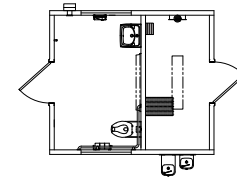
The Port may be able to secure a Local Government Grant Program grant to fund up to 80% of the project costs. The next application round will open in January 2025, due in April, with award notifications typically not happening until September. So, if the Commission chooses to rely on this funding the restroom would not be installed until spring of 2026. If the Commission prefers to self-fund the project, CXT has a 180-day delivery guarantee after the finalized order is received, which would enable the Port to install the restroom in late spring of 2025, provided permit approvals are received in a timely manner.

Commission direction is sought on how best to move forward on this issue.

Recommendation: Discussion.

OZARK I – 10' 6" x 12'

Ozark I with chase has one single user fully accessible flush restroom. Standard features include simulated barnwood textured walls, simulated cedar shake textured roof, vitreous china fixtures, 4-gallon water heater, interior and exterior lights, off loaded, and set up at site.



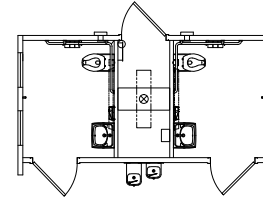
State of Oregon Contract #1542		Price Per Unit	
Base Price		\$	\$
Added Cost Options		Click to Select	
Optional Wall Texture- <i>choose one</i>	Split Face Block (\$5,500) Stone (\$7,000)		
Optional Roof Texture	Ribbed Metal	\$	
Insulation and Heater		\$	
Vitreous China Urinal		\$	
Stainless Steel Water Closet & Lavatory		\$	
Stainless Steel Urinal		\$	
Electric Hand Dryer		\$	
Electronic Flush Valve		\$	
Electronic Lavatory Faucet		\$	
Electronic Urinal Flush Valve		\$	
Paper Towel Dispenser		\$	
Toilet Seat Cover Dispenser		\$	
Sanitary Napkin Disposal Receptacle		\$	
Baby Changing Table		\$	
Skylight in Restroom		\$	
Marine Grade Skylight in Restroom		\$	
Marine Package (<i>excluding fiberglass doors and frames</i>)		\$	
Exterior Mounted ADA Drinking Fountain w/Cane Skirt		\$	
2K Anti-Graffiti Coating		\$	
Optional Door Closure		\$	
Fiberglass Entry and Chase Doors and Frames (each)		\$	
Timed Electric Lock System (does not include chase door)		\$	
Exterior Frostproof Hose Bib with Box		\$	
		Total for Added Cost Options:	\$
Custom Options:			\$
		Estimated One-Way Transportation Costs to Site (quote):	\$
		Estimated Tax:	\$
		Total Cost per Unit Placed at Job Site:	\$

Estimated monthly payment on 5 year lease

<p>This price quote is good for 60 days from date below, and is accurate and complete.</p>	<p>I accept this quote. Please process this order.</p> <p style="text-align: right;">Company Name</p> <p style="text-align: right;">Signer's Name</p>
<p>CXT Sales Representative _____ Date _____</p>	<p>Company Representative _____ 5 Date _____</p>

CORTEZ – 10' 3" X 17'

Cortez with chase has two single user fully accessible flush restrooms. Standard features include simulated barnwood textured walls, simulated cedar shake textured roof, vitreous china fixtures, interior and exterior lights, off loaded, and set up at site.



*Base Price \$

Optional Sections			
Restroom*	Qty: =	Shower*	Qty: =
Family Assist Shower/Restroom Combo*	Qty: =	Storage	Qty: =
			Total for Optional Sections \$

*Includes 4-gallon water heater.

Added Cost Options		Price per unit	Click to select
Optional Wall Texture (per section)- choose one	Split Face Block (\$5,500)	Stone (\$7,000)	
Optional Roof Texture (per section)	Ribbed Metal	\$	
Insulation and Heaters (per section)		\$	
Stainless Steel Water Closet (each)	Qty:	\$	
Stainless Steel Lavatory (each)	Qty:	\$	
Electric Hand Dryer (each)	Qty:	\$	
Electronic Flush Valve (each)	Qty:	\$	
Electronic Lavatory Faucet (each)	Qty:	\$	
Paper Towel Dispenser (each)	Qty:	\$	
Toilet Seat Cover Dispenser (each)	Qty:	\$	
Sanitary Napkin Disposal Receptacle (each)	Qty:	\$	
Baby Changing Table (each)	Qty:	\$	
Skylight in Restroom (each)	Qty:	\$	
Marine Grade Skylight in Restroom (each)	Qty:	\$	
Marine Package (excluding fiberglass doors and frames) (per section)		\$	
Exterior Mounted ADA Drinking Fountain w/Cane Skirt (each)	Qty:	\$	
2K Anti-Graffiti Coating (per section)		\$	
Optional Door Closure (each)	Qty:	\$	
Fiberglass Entry and Chase Doors and Frames (each)	Qty:	\$	
Timed Electric Lock System (2 doors- does not include chase door) (each)	Qty:	\$	
Exterior Frostproof Hose Bib with Box (each)	Qty:	\$	
Total for Added Cost Options:			\$
Custom Options:			\$
Estimated One-Way Transportation Costs to Site (quote):			\$
Estimated Tax:			\$
Total Cost per Unit Placed at Job Site:			\$

Estimated monthly payment on 5 year lease

Disclaimer: Please call to confirm selected sections are compatible.

This price quote is good for 60 days from date below, and is accurate and complete.

I accept this quote. Please process this order.

Company Name

Signer's Name

CXT Sales Representative

Date

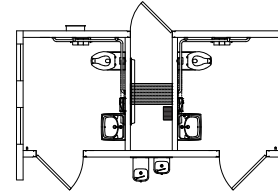
Company Representative

6

Date

DENALI – 10' 3" x 17' 2"

Denali with chase has two single user fully accessible flush restrooms. Standard features include simulated board and batt upper and Napa Valley rock lower textured walls, simulated cedar shake textured roof, vitreous china fixtures, interior and exterior lights, off loaded, and set up at site.



*Base Price \$

Optional Sections			
Restroom*	Qty: =	Shower*	Qty: =
Family Assist Shower/Restroom Combo*	Qty: =	Storage	Qty: =

*Includes 4-gallon water heater.

Total for Optional Sections \$

Added Cost Options	Price per unit	Click to select
Custom Wall Texture (per section)	\$	
Optional Roof Texture (per section) Ribbed Metal	\$	
Insulation and Heaters (per section)	\$	
Stainless Steel Water Closet (each) Qty:	\$	
Stainless Steel Lavatory (each) Qty:	\$	
Electric Hand Dryer (each) Qty:	\$	
Electronic Flush Valve (each) Qty:	\$	
Electronic Lavatory Faucet (each) Qty:	\$	
Paper Towel Dispenser (each) Qty:	\$	
Toilet Seat Cover Dispenser (each) Qty:	\$	
Sanitary Napkin Disposal Receptacle (each) Qty:	\$	
Baby Changing Table (each) Qty:	\$	
Skylight in Restroom (each) Qty:	\$	
Marine Grade Skylight in Restroom (each) Qty:	\$	
Marine Package (excluding fiberglass doors, frames and front window frames) (per section)	\$	
Exterior Mounted ADA Drinking Fountain w/Cane Skirt (each) Qty:	\$	
2K Anti-Graffiti Coating (per section)	\$	
Optional Door Closure (each) Qty:	\$	
Fiberglass Entry and Chase Doors and Frames (each) Qty:	\$	
Timed Electric Lock System (2 doors- does not include chase door) (each) Qty:	\$	
Exterior Frostproof Hose Bib with Box (each) Qty:	\$	
Total for Added Cost Options:		\$
Custom Options:		\$
Estimated One-Way Transportation Costs to Site (quote):		\$
Estimated Tax:		\$
Total Cost per Unit Placed at Job Site:		\$

Estimated monthly payment on 5 year lease

Disclaimer: Please call to confirm selected sections are compatible.

This price quote is good for 60 days from date below, and is accurate and complete.

CXT Sales Representative _____ Date _____

I accept this quote. Please process this order.

Company Name _____
Signer's Name _____

Company Representative _____ Date _____

PORT COMMISSION REPORT

TO: PORT COMMISSION

FROM: DAN MAHR, GOVERNMENT AFFAIRS CONSULTANT

SUBJECT: APPROVE LETTER OF SUPPORT FOR MCEDD APPLICATION FOR OREGON AND WASHINGTON STATE TRANSPORTATION GRANTS

DATE: SEPTEMBER 3, 2024

Introduction:

The Mid-Columbia Economic Development District (MCEDD) is requesting the Commission’s approval to send a letter of support as they coordinate to apply for a number of grant applications to the Oregon and Washington Departments of Transportation.

MCEDD’s draft letter lays out a number of efforts, comprising a collective regional vision for a coordinated transit system that was developed in the 2023 Gorge Regional Transit Strategy. This letter will be sent alongside other similar letters from regional partners to bolster MCEDD’s grant applications. MCEDD has tailored the draft letter to reflect the Port’s recent toll waiver for Skamania County Transit.

The ODOT’s Statewide Transportation/Improvement Fund Discretionary/Statewide Transit Network Grant Program provides a dedicated source of funding for improving, maintaining, and expanding public transportation for all users. Every two years, public transportation funding is made available to support access to jobs, improve mobility, relieve congestion, and reduce greenhouse gas emission in Oregon. Two years ago, the Port was a signatory to a similar letter of support.

WSDOT’s Consolidated Grant Program provides funds for public transportation improvements within and between rural communities; tribal transportation; transportation services between cities; purchases of new buses and equipment; and public transportation services to seniors and people with disabilities.

By signing this letter, the Port can contribute to the development of a coordinated regional transit system and support the economic growth of the region.

Staff recommends that the Port Commission approve the signing of the letter of support for MCEDD's grant requests. This action aligns with the Port's goals of promoting regional transportation and economic development.

Recommendation:

Approve and sign the attached letter supporting MCEDD's applications to the Oregon Department of Transportation's (ODOT) Statewide Transportation Improvement Fund Discretionary/Statewide Transit Network Grant Program; and the Washington Department of Transportation's (WSDOT) Consolidated Grant Program

Commission Options:

1. Approve the attached letter supporting MCEDD's applications to the Oregon Department of Transportation's (ODOT) Statewide Transportation Improvement Fund Discretionary/Statewide Transit Network Grant Program; and the Washington Department of Transportation's (WSDOT) Consolidated Grant Program
2. Do not approve the letter of support
3. Other

September 3rd, 2024

Washington Department of Transportation
Grant Evaluator Panel
Public Transportation Division | WSDOT
PO Box 47387 Olympia, WA 98504

Oregon Department of Transportation
Oregon Transportation Commission
355 Capitol St NE Salem, OR 97301

*Re: WSDOT Consolidated Grant Program and ODOT Statewide Transportation
Improvement Fund Discretionary/Statewide Transit Network Grant Program:
The Gorge TransLink Alliance-- project funding requests*

Dear WSDOT and ODOT Grant Committees:

We write today in support of the Gorge TransLink Alliance's project funding requests, aimed at strengthening the Columbia Gorge Region's transit network. The Alliance, a consortium of agencies across the region on both sides of the river, is working on a number of projects that reflect a collective regional vision for a coordinated transit system. As an active participant in regional conversations on local economic development and transportation, the Port of Cascade Locks wishes to express our strong support for these efforts to create connected communities where our residents and visitors can affordably access jobs, school, needed services, and recreation.

The Port of Cascade Locks participated in the 2023 Gorge Regional Transit Strategy that set the foundation for a seamless and connected public transportation system in the Columbia Gorge. More recently, our Port Commission approved a public transit toll waiver for Skamania County Transit vehicles crossing the Bridge of the Gods, allowing that agency to expand service between Cascade Locks and Stevenson, WA.

Proposed projects developed during the 2023 Gorge Regional Transit Strategy process include:

Klickitat County Senior Services (Mt Adams Transportation Service)

- New Intercity Route between Bingen, Lyle, Murdock, The Dalles with stops at Native American community access points (Mt. Adams Express Connector route): Operations and 14-passenger Vehicle

Skamania County Transit

- Skamania County Transit (deviated-fixed route intercity services)
- Capital Request for vehicles
- Dial a Ride Services, 4 years

Columbia Area Transit

- Weekend Fixed route service White Salmon/Bingen to Hood River
- Expansion and Replacement Vehicles
- Columbia Gorge Express Intercity Service
- Facilities Site Development
- Bus Stop Infrastructure
- Columbia Gorge Explore (Transit to Trails)
- Dog Mountain Shuttle

Sherman County Community Transit

- Vehicle Replacement (3 Units)

MCEDD and The Link Public Transit

- Gorge Regional Transit Infrastructure Development (multi-modal hubs, transit stop signage/shelters, bus barns)
- Gorge Tribal Transit Connect
- Inclusive Outreach and Education Project (Travel Training)
- The Gorge TransLink Alliance Mobility Management Project
- The Dalles-Hood River Intercity Service
- The Dalles Deviated-Fixed Routes

These projects will ensure a coordinated, comprehensive network of transit services in the Gorge – one that will enhance access for residents and tourists, support and promote regional economic development, and offer future opportunities for mobility and access in the Gorge.

Thank you for your full and fair consideration of these funding requests. If you have any questions about this matter, please contact Dan Mahr with the Port of Cascade Locks at 541-978-9000.

Sincerely,

Carrie Klute
Commissioner, Position #1
Port of Cascade Locks

Brad Lorang
Commissioner, Position #2
Port of Cascade Locks

Albert Nance
Commissioner, Position #3
Port of Cascade Locks

Rob Peterson
Commissioner, Position #4
Port of Cascade Locks

PORT COMMISSION REPORT

TO: PORT COMMISSION

FROM: DAN MAHR, GOVERNMENT AFFAIRS CONSULTANT

SUBJECT: APPROVE LETTER OF SUPPORT FOR KIDDIECITY'S APPLICATION TO THE CCIF GRANT PROGRAM

DATE: SEPTEMBER 3, 2024

Introduction:

KiddieCity is seeking funding to construct and renovate a new childcare facility in Cascade Locks, Oregon. The facility would be located in a vacant/ underused space within Cascade Locks Elementary School.

KiddieCity, LLC is applying to the Oregon Childcare Infrastructure Fund (CCIF) program to fund construction/renovation costs. The CCIF Program is a competitive statewide grant program focused on providing funds for the establishment, expansion, and improvements of childcare facilities across the state. The program was created in the 2023 Oregon Legislative Session.

Pending the school district's approval, KiddieCity plans to request approximately \$100,000 to fund renovations and create at least 40 new daycare slots. The facility would include an infant room and a large room for "wobblers" and toddlers.

This would be KiddieCity's third location in the Gorge and the only daycare facility in Cascade Locks. The closest daycare facility is across the river in Stevenson, Washington. Access to early childhood education and daycare is a significant challenge for local and regional economic development.

This project coincides with the goal to address childcare availability throughout the Gorge in MCEDD's Comprehensive Economic Development Strategy (CEDS) list of local economic development priorities.

Recommendation:

Approve and sign the attached letter supporting KiddieCity's applications to the Oregon Childcare Infrastructure Fund program.

Commission Options:

1. Approve the attached letter supporting KiddieCity's applications to the Oregon Childcare Infrastructure Fund program
2. Do not approve the letter of support
3. Other

September 3rd, 2024

Oregon Childcare Infrastructure Fund
Department of Early Learning and Care
700 Summer Street NE #350
Salem, Oregon 97301

Dear Members of the Oregon Childcare Infrastructure Fund Committee:

On behalf of the Port of Cascade Locks, we write to express our strong support for KiddieCity, LLC's application to the Oregon Childcare Infrastructure Fund. The proposed project to establish a new childcare facility in the Cascade Locks Elementary School is a vital initiative for our community and aligns with our ongoing mission to foster economic development within the region.

Access to quality childcare is a significant challenge in our area, with the nearest facility located across the river in Stevenson, WA. By creating at least 40 new daycare slots, including spaces specifically designed for infants, toddlers, and "wobblers," this new facility will fill a critical gap in Cascade Locks. We believe that KiddieCity's presence will provide a much-needed service supporting local families and contribute to a thriving workforce.

The Port of Cascade Locks understands that economic development is linked to the availability of essential services like childcare. By enabling more parents to participate fully in the workforce, this facility will help stimulate economic activity, attract new residents, and support local businesses. The inclusion of the goal to address childcare availability throughout the Gorge in our region's Comprehensive Economic Development Strategy (CEDS) highlights its importance to our broader economic objectives.

We believe the completion of this facility will further solidify Cascade Locks as a desirable place to live and work. The Port of Cascade Locks wholeheartedly supports KiddieCity, LLC's application for funding through the Oregon Childcare Infrastructure Fund and encourage your full and fair consideration of their application. If you have any

questions about this matter, please contact Dan Mahr with the Port of Cascade Locks at 541-978-9000.

Sincerely,

Carrie Klute
Commissioner, Position #1
Port of Cascade Locks

Brad Lorang
Commissioner, Position #2
Port of Cascade Locks

Albert Nance
Commissioner, Position #3
Port of Cascade Locks

Rob Peterson
Commissioner, Position #4
Port of Cascade Locks

DRAFT