



PUBLIC MEETING: Port Economic Development Advisory Committee

DATE: Thursday **April 4, 2023, 4:30–6:00 PM**

LOCATION: <https://us02web.zoom.us/j/82985332155>

Purpose: To keep economic development projects moving forward and prepare recommendations to the Port Commission

MINUTES

1) Meeting called to order at 4:48 pm

a. Pledge of Allegiance

b. Roll Call

- i. Vice-President Lorang
- ii. Members of the Staff and Support– IGM Jeremiah Blue, Secretary Keriane Stocker, GRC Mark Johnson, City Administrator Jordon Bennett
- iii. Members of the Public – iPad (Caroline Lipps) or Cascade Locks and Carrie Klute of Cascade Locks

c. Modifications, Additions and Changes to the Agenda

d. Declarations of Potential Conflicts of Interest

2) City Update – City Administrator Jordon Bennett

a. Bennett informs that the City is still at a standstill regarding a lot of its matters. The development agreement for Windsong II was just signed today and an escrow account will need to be set up, so they should hopefully be able to start moving dirt next couple weeks. Regarding the electrical system update, the City made a counteroffer to BPA and are hoping to hear back from them in the next two (2) weeks. IGM Blue adds that Bennett will be someone that always attends EDAC meetings as well. When potential tenants moving in and asking questions, it is nice to have City representation.

3) Economic Development Updates

a. Advisory Committee Charge

- i. IGM Blue begins by explaining that [the Port] recently met with Special Districts Association of Oregon (SDAO) who went through [the Port]’s Policy and Procedures, one of which was the sub-committees. [SDAO] came up with a set of recommendations for how [the Port] should move forward with all of the sub-committees. Reading from the committee charge, IGM Blue narrates that the purpose of the Economic Development Advisory Committee (EDAC) 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, and monitor progress on current development projects. The committee will consist of five (5) members, including two (2) Port Commissioners and three (3) members of the community at large. Regarding the term, Port Commission

representatives will be appointed annually. Community representatives may serve a two-year term and are subject to reappointment and/or removal at the discretion of the Commission. The Committee Chair will be appointed by a majority vote of the Committee members and the term is at the discretion of the Committee. Meetings will also be attended by staff and other support. Meeting Procedures are as follows: The Committee will meet as needed 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. 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 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. After reciting the charge, IGM Blue states that the charge has not been taken to the Port Commission yet but had wanted to introduce it at this meeting in order to give people a chance to look at it and understand how this meeting was going to change going forward. Because this is a meeting that will mark the beginning of the change and seeing that there are members of the public attending today, he feels that it would be an opportunity to get feedback from anyone regarding any of the potential tasks. The general direction of the policy of [the Port Sub-Committees] are set up are as recommendation committees. The Port worked with SDAO to lock in the overall structure, however the specific tasks can be potentially up for discussion. IGM Blue then gives the chance for others to add to the specific tasks or ask questions. VP Lorang comments that he does not see any issues with the new committee charge. He feels that it is pretty thorough and covers the basic make-up of the group and doesn't see any large changes from what they were doing, originally. IGM Blue agrees that there is not a lot of change but adds that it is good to have [the terms] written in black and white. Public Member Caroline Lipps comments that she feels it is fantastic that [the Port] is setting the standard for how sub-committees are operated. Her question pertains to past incidences when potential new businesses that the Port was interested in getting involved in, never hit the sub-committee. She asks if that will be addressed, anywhere or if that is something that [the public] should expect to continue. She instances recalling that the RoundHouse project never came up for discussion in EDSC yet it was clearly being pushed by certain commissioners and asks how that discrepancy being in how [the Port] is defining the sub-committee work. IGM Blue replies

that specific tasks, like in the case of hearing potential tenant presentations, will come to the sub-committee before going to the Commission. He points out that, that does not necessarily mean that work will not be done on them, or conversations are not had, but it will be seen here in the Economic Development committee before it is seen at the Commission level. He further explains that this committee can possibly make a recommendation stating the Port is not interested in pursuing, but it will still go to the Commission and the Commission can then decide that it is important to them. IGM Blue summarizes that all [the EDAC] can do is make recommendations, but stresses that it will see any potential tenant presentations before the Commission does. The EDAC can help prepare tenants and groom presentations before it is presented to the Commission, ensuring that questions that the Commission will mostly likely ask will be answered, that the idea is well-formed, and all necessary information that the Commission would want to see, is there. IGM Blue does add that, if the tenant has some business interests that they want to protect, it could be discussed in executive session, instead. Johnson remarks that the key descriptor of the committee is "advisory", it is not a decision-making body but the Commission is still free to take whatever decision it wants to make. IGM Blue agrees and adds that the committee is a place to help the Commission sort through some of the proposals. If the EDAC does not support a project, it can present to the Commission that it is not recommending it, which helps filter out some of the business items. He explains that, by law, [the Port] is required to listen to every single person that has a presentation to make on development and take them into consideration, but EDAC can sort out the ones that are outside of what the Port's vision is and [those presentations] can spend more time at the sub-committee level rather than less time with the Commission. He restates that sub-committee is going through a transition and the updated committee charge as it is set up and formed, still needs to be approved by the Commission, as well as any potential tasks that [the Commission] may want to add to it and the three (3) members of the community to be represented. Once the committee has it's five (5) members, a chair can be voted on and the committee will be set.

b. Otter & Osprey

- i. IGM Blue explains that Otter & Osprey is a tenant out by the Business Park that rents out kayaks. The couple-owned business delivers kayaks down by the Herman Creek boat launch, and reached out personally to IGM Blue to propose parking a truck down there on Thursdays, Fridays, and Saturdays and customers can call and rent kayaks. Currently, reservations for kayaks are done online. This is a proposal that the Commission has not seen or discussed yet. Last year, the Port was charging Otter & Osprey \$50.00 a month to deliver kayaks to customers. VP Lorang comments that he thinks that it has potential. Anything that [the Port] can do to cultivate tourism in town. He adds that kayaking is great and the more people that discover what a fantastic place this is to kayak, the better. IGM Blue informed that they got a new truck and

will be putting a big logo on it. If there were no major objections or serious questions, he will request for Otter & Osprey to send pictures so that the committee can see what exactly will be down there. Otter & Osprey intend to move the truck every day and will park it in the morning and take it home at night.

c. Legislative Update

- i.** The bids just opened for the Bridge of the Gods Trailhead parking area that the Port is developing off of Harvey Road. It is a tremendous project for the whole city and the area. It will provide great parking area and eventually restrooms to accommodate all the PCT traffic as well as Gorge 400 Trail users and the new-to-come Cascade Locks Trail System when that gets built. The Commission will have a chance to look at that and make an approval on Thursday. The project will be starting later this Spring. Legislatively, the Port is continuing to work on funding seismic strengthening for the Bridge of the Gods. He has received positive feedback from Oregon and will be back in Salem on Thursday to get more details. He is not ready say that the Port has money coming but it does look positive, which is be tremendous, being the first time the Port will ever receive State funding to help strengthen the bridge and is a great step forward and a step that [the Port] can build on as [the Port] goes forward. Both Oregon and Washington are still in their legislative sessions and will know more in a month.

4) Other

- a.** IGM Blue apologizes again, that the wrong Zoom link was sent out earlier, as well as the transition period as the updated committee gets set up.

5) Agenda Items for Next EDAC

6) Confirm Next Meeting for Tuesday, April 18, 2023

7) Adjournment 5:08 pm