



## PUBLIC MEETING: Bridge of the Gods Centennial Celebration Advisory Committee Meeting

DATE: Thursday, **December 11, 2025, 5:30 PM**

LOCATION: <https://us02web.zoom.us/j/83907402862>

### AGENDA

- 1)** Committee meeting called to order
  - a.** Roll Call
  - b.** Modifications, Additions, and Changes to the Agenda
- 2)** Consent Agenda (\*\*\*)Consent Agenda may be approved in its entirety in a single motion. Items are considered routine. Any Committee Member may make a motion to remove any items from the Consent Agenda for individual discussion)
  - a.** Approval of minutes for the January 15, 2026 and February 4, 2026 Advisory Committee Meeting
- 3)** Discussion
  - a.** Celebration Planning Updates
  - b.** Confirm Date for Next Meeting
- 4)** Adjournment

**207 Days Until Celebration**



# PUBLIC MEETING: Bridge of the Gods Centennial Celebration Advisory Committee Meeting

DATE: Thursday, **January 15, 2026, 5:30 PM**

LOCATION: <https://us02web.zoom.us/j/83907402862>

## MINUTES

- 1) Commission meeting called to order at 5:35 PM
  - a. Roll Call
    - i. Committee Chair Klute
    - ii. Committee Member Crane
    - iii. Committee Member Stipan
    - iv. Committee Member Palermo (absent)
    - v. Committee Member Berge
    - vi. Members of the Staff and Other Support – Executive Director Jeremiah Blue;  
Administrative Specialist Keriane Stocker
    - vii. Members of the Public – Lauryl Nagode
  - b. Modifications, Additions, and Changes to the Agenda
- 2) Consent Agenda (\*\*\*)Consent Agenda may be approved in its entirety in a single motion. Items are considered routine. Any Commissioner may make a motion to remove any items from the Consent Agenda for individual discussion)
  - a. Approval of minutes for the December 11, 2025 Centennial Celebration Meeting

**MOTION:** To approve the minutes for the [DATE] Centennial Celebration Meeting

**MOVE:** Brittany Berge

**SECOND:** Janice Crane

**VOTE:** **Aye:** Carrie Klute, Janice Crane, John Stipan, and Brittany Berge  
**Absent:** Louise Palermo

**VIDEO TIMESTAMP:** **00:01:00**
- 3) Discussion
  - a. Updates on Tasks and Directives
    - i. The Committee discussed the progress and logistics for the Celebration. Waicunas gave a comparison on the PCT Days schedule, sponsor outreach, and the need for a benefactor for the raffle. Waicunas suggested the Museum. The Committee agreed to finalize the benefactor at a later meeting. Volunteer coordination was addressed. The Committee also discussed the timeline for ordering event merchandise, the design of the poster, and the importance of social media and media coverage for the event. Crane will follow up with Lanquist’s art retailer regarding products available for sale. Berge volunteered to design the sponsor-version of the Centennial Poster.
  - b. Confirm Date for Next Meeting: Wednesday, February 4, 2026
- 4) Adjourned at 6:32 PM

Port of Cascade Locks

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Committee Chair  
Carrie Klute

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Administrative Assistant  
Keriane Stocker

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Date Approved



# PUBLIC MEETING: Bridge of the Gods Centennial Celebration Advisory Committee Meeting

DATE: Wednesday, **February 4, 2026, 4:00 PM**

LOCATION: <https://us02web.zoom.us/j/85806615790>

## MINUTES

- 1) Commission meeting called to order at 5:12 PM  
The meeting was scheduled to begin at 4:00 PM. Due to a lack of quorum, the meeting was officially called to order at 5:12 PM upon the arrival of Committee Member Berge. Those in prior attendance, engaged in informal discussion.
  - a. Pledge of Allegiance
  - b. Roll Call
    - i. Committee Chair Klute
    - ii. Committee Member Crane
    - iii. Committee Member Stipan (excused)
    - iv. Committee Member Palermo (absent)
    - v. Committee Member Berge (arrived at 5:09 PM)
    - vi. Members of the Staff and Other Support – Executive Director Jeremiah Blue; Administrative Specialist Keriane Stocker; Jason Waicunas
  - c. Modifications, Additions, and Changes to the Agenda
- 2) Discussion
  - a. Event Logistics & Operational Planning
    - i. Waicunas provided a recap of the informal discussion held prior to the quorum being met. The Committee had a general discussion on the need for clear communication to avoid confusion with other events, proposing to launch as a two-day festival in September, leading up to Main Street Cascade Locks' month-long celebration in October. Key points included the need to finalize the Port's list of activities, securing vendors, and reaching out to local Tribes for ceremonial activities. Waicunas also emphasized the importance of clear promotion, using existing social media accounts, and securing sponsorships.
  - b. Confirm Date for Next Meeting: Thursday, February 26, 2026
- 3) New Business
  - a. Approval of Budgetary Review for Fireworks and Entertainment

**MOTION:** To direct ED Blue to review the current budget for fireworks and bands, and, if insufficient, to take the funding request to the Commission.

**MOVE:** Janice Crane

**SECOND:** None. Passed by Unanimous Consent

**VOTE:** **Aye:** Carrie Klute, Janice Crane, and Brittany Berge  
**Absent:** John Stipan and Louise Palermo

**VIDEO TIMESTAMP:** **00:09:17**
- 4) Adjourned at 5:54 PM

Port of Cascade Locks

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Committee Chair  
Carrie Klute

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Administrative Assistant  
Keriane Stocker

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Date Approved

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## CENTENNIAL CELEBRATION COMMITTEE REPORT

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**TO:** CENTENNIAL CELEBRATION ADVISORY COMMITTEE

**FROM:** JEREMIAH BLUE, EXECUTIVE DIRECTOR

**SUBJECT: CELEBRATION PLANNING UPDATES**

**DATE:** FEBRUARY 26, 2026

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### **Introduction:**

This session, facilitated by Waicunas, will focus on finalizing the operational roadmap for the upcoming celebration. Our primary objective is to resolve several high-priority **bold blue**, as these require immediate resolution to maintain the project timeline.

### **Priority Action Items (to address ASAP)**

1. **Website & Domain:** Provide the festival domain link for redirection to the Port's website.
2. **Public Relations:** Do not post festival to online calendars yet. A finalized write-up and full event details is required before going public. Target completion date: April 1st.
3. **Messaging Alignment:** Confirm if contact has been made with Nagode regarding the "BOTG Downtown Centennial Celebration." Messaging for the September and October events must be distinct to avoid attendee confusion.
  - *Concern:* The name is nearly identical to our September festival and may cause confusion.
  - *Proposed Strategy:* Align messaging so the September festival serves as the official "launch" for Main Street Cascade Locks' October event.

4. **Booth Logistics:** Will the Port be staffing a booth? A 10x20 space is recommended to accommodate merchandise and raffle sales.
  - *Museum Coordination:* Does the Museum want to share this space or host their own?
5. **Entertainment Adjustments:** To protect the integrity of the Pavilion presentations and ensure smooth stage transitions, we recommend reducing the Saturday lineup to a maximum of two (2) bands.
  - *Recommendation:* Limit Saturday to 2 bands max; move 1–2 performances to Sunday.
  - *Action:* Please send potential performer lists to Waicunas.

## **Logistics & Programming**

### **1. Marketing & Merchandise**

- Artwork Timeline: Crane and Berge to establish a firm timeline for poster, shirt, and sticker production.
- Promotion Phase: Aggressive marketing and social media campaigns are scheduled to begin June 15th.

### **2. Community & Vendor Updates**

- Food Bank: FISH Food Bank to confirm participation within two weeks; Columbia Gorge Food Bank is the backup.
- Waste Management: Waicunas is in talks with two Scout troops to manage recycling/trash in exchange for bottle/can proceeds.
- Tribal Relations: Fishing demonstrations are not feasible as the season will be closed. Brigham may sell fish in coolers but prefers her Main Street location. Brigham is currently awaiting the final logo for shirt printing.

## **Budget & Operations**

### **1. Financial Updates**

- Security: Note the security budget increase from \$2,200 to \$3,500 for overnight staffing.

- Pending Expense: Provide an immediate status update on the feasibility of a fireworks display.

## **2. Sponsorship & Volunteers**

- Sponsorship: Positive momentum following the Oregon Auto Show and interest from PCT DAYS sponsors.
- Volunteer Incentives: Currently includes free camping on Thunder Island and raffle tickets.
  - *Discussion Point:* Are there other incentives we should offer?
  - *Planning:* Waicunas will review the preliminary volunteer plan (based on the PCT DAYS model) with the sub-committee to finalize shifts and duties.

**83 Total people for all shifts**

**Site Prep Crew (Friday, September 18th from 2-6pm) - Meet at the Pavilion Building in the Marine Park. (15 people total)**

Join a team of people who are handy and can swing a sledgehammer to help put up our fencing, move materials, set up gear, move tables, etc. It's best to bring gloves, but we will have some to loan out.

**Task: Parking Management (24 people total)**

Task location - At the Marine Park 4-way intersection.

You will assist people on where to park in the Marine Park. Each shift requires two people.

Day & Time

Sat 7:30 - 10:30 am

Sat 10:30 am - 1:30 pm

Sat 1:30 – 4:30 pm

Sat 4:30 - 7:30 pm

Sun 7:30 - 10:30 am

Sun 10:30 am - 1:00 pm

Task location - At the access lane to the School Field Parking Lot. Assist with street crossings. You will direct attendees who are camping on Thunder Island and sponsors to enter the road to the overnight lot, where they will be met by staff who will guide them to their parking space. Each shift requires one person.

Day & Time

Sat 7:30 - 10:30 am

Sat 10:30 am - 1:30 pm

Sat 1:30 – 4:30 pm

Sat 4:30 - 7:30 pm

Sun 7:30 - 10:30 am

Sun 10:30 am - 1:00 pm

Task location - At the School Field Parking Lot.

Direct attendees who are camping on Thunder Island and sponsors to park as close as possible to each other in orderly rows. No car camping allowed. Each shift requires one person.

Day & Time

Sat 7:30 - 10:30 am

Sat 10:30 am - 1:30 pm

Sat 1:30 – 4:30 pm

Sat 4:30 - 7:30 pm

Sun 7:30 - 10:30 am

Sun 10:30 am - 1:00 pm

**Task: Event Set Up - (10 people total)**

Sponsors will be able to set up their booths for the most part, but volunteers are asked to help out if someone needs help. You will be responsible for dropping off tables and chairs to each booth space with a hand truck. Also, you will help direct sponsors on where to park after unloading vehicles and answer any setup questions.

Day & Time

Fri 8 - 11 am

**Task: Event Breakdown - (10 people total)**

Pick up tables and chairs and return to the rental truck. If trash is found at a booth space, please discard the items accordingly, (recycling / trash / etc.) Assist Recycling / Trash staff as needed to help close the event.

Day & Time

Sun 1-5 pm

**Task: Camping Access & Bridge Monitor (8 people total)**

You will be posted at the gate to the camping area on Thunder Island and not let anyone in who isn't a volunteer, sponsor or festival staff by checking wristbands. No grills, kegs, stereos or dogs/pets (that aren't service animals.) This task requires two people for each time slot, so you will be with someone during your shift.

Day & Time

Fri 5 – 9 pm

Sat 8 am – 12 pm

Sat 12 – 5 pm

Sat 5 – 9pm

**Task: Event Entrance Monitor – Front Gate at the Info Booth**

**Front Gate (4 people total)**

You will be greeting attendees, answering questions, and making sure no one enters or exits the gate with alcohol. This task requires one person for each time slot and you will be with 2-3 of our staff members who are working the Info Booth.

Day & Time

Sat 8 am – 12 pm (closed until 12pm - keep attendees out, only sponsors, festival staff and volunteers may enter.)

Sat 12 – 4 pm

Sat 4 - 8 pm

Sun 8am - 1pm

**Task: Event Entrance Monitor - Back Gate & Parking (11 people total)**

Friday am shift volunteers will be greeting sponsors and directing them where to go in their vehicles for booth set up and where to park once they set up their booth. Make sure no one enters or exits the gate with alcohol. Each shift requires two people.

Day & Time

Fri 4 – 8 pm

Sat 8 am – 12 pm (*this is the busiest shift and for someone who is great with directions and managing people.*)

Sat 12 – 4 pm

Sat 4 pm – 8 pm

Sun 8 - 10:30 am

Sun 10:30 - 1 pm

**Task: Poster / Flier Distribution**

Distribute posters and fliers to target businesses where outdoor-minded people frequent (outdoor gear shops, pet stores, music venues, bars/restaurants, etc.) About 4-5 weeks prior to the event, you will be provided with all the materials for distribution. If you have a friend that can help you cover your area, have them sign up as well and they will also get the volunteer benefits.

Location

NE Portland

SE Portland

NW Portland

SW Portland

Hood River &amp; White Salmon

Vancouver

Gresham