

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
June 9, 2010
Port of The Dalles Office

The Regular Meeting of the Port Commissioners was called to order by President Mike Courtney at 7:08PM.

ROLL CALL

Present: Mike Courtney, Ken Farner, Bob McFadden, Kristi McCavic, Rod Runyon

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Angie Wilson, Bookkeeper; Bill Dick, Port Attorney; Nora Donovan, RARE Participant

Pledge of Allegiance: Nora Donovan

AGENDA CORRECTIONS or ADDITIONS

Andrea Klaas will be contacting the Commission to schedule a budget hearing.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the June and July 2010 Calendars. Commissioner McCavic requested regular meeting dates changed in July and August due to a conflict.

INTRODUCTIONS

None

VISITOR'S BUSINESS

None

MEETING MINUTES

MOTION: Commissioner Farner made a motion to approve the May 12, 2010 Regular Meeting minutes as presented. Second by Commissioner McCavic. Motion passed unanimously.

FINANCIALS

Andrea Klaas and Angie Wilson reported that due to the change over at the bank the financials for May 2010 will be presented at the July, 2010 meeting.

STAFF REPORT

1. *SDC Subcommittee Report*: Commissioner McCavic reported on the discussions of the SDC Subcommittee. A presentation of their recommendations will be made at the June 14, 2010 The Dalles City Council meeting.
2. *NORCOR IGA* – Andrea Klaas: Andrea reported that NORCOR has signed the IGA. Next step for the Port will be to determine the number of jobs that will be created and filling out an application for the Immediate Opportunity Funds.
3. *Workforce Response Team Vacancy* – Andrea Klaas: Andrea stated that she has been asked to fill a vacancy on the Workforce Response Team. The Commission approved by consensus to appoint Andrea Klaas as the Port's Representative.
4. *2010 Workplan Update* – Andrea Klaas: Andrea provided the Commission with updated information on the workplan progress.
5. *Monthly Highlights* – Andrea Klaas: Andrea reported IGA with NORCOR signed and property transaction completed; FixAuto moved in and operational; Dirt Hugger lease not signed yet. There are some questions regarding their contract with DesignLLC that Bill will follow up on; Storm Water Outfall Easement has been signed and filed; Shaniko Work Day-Andrea, Nora and 8 others helped the community with projects around town.

6. *RARE Update* – Nora Donovan updated the Commission on her activities for the past month. A Port Open house is set for June 25th at 4pm. Invitations were sent to all businesses in the Port subdivisions. There will be a tour of the new DHS building at 4:30. Website maintenance handbook is nearly finished. Staff training will be starting soon. Nora and Jim Klaas are working to get a logo designed for the old port truck.
7. *Marina Update* – Kathy Norton updated the Commission on activities and issues at the Marina. Open Moorage rental agreements and single-level boathouse leases have been mailed. The multi-level boathouse leases were held pending action at the meeting.

MOTION: Commissioner McFadden made a motion to reconsider his motion of May 12, 2010 and remove reference to changing the fee assessment for boathouses from the footprint to the square footage of the boathouse; to approve leaving the fee assessment based on the footprint and direct staff to research the issue. Second by Commissioner Runyon. Motion passed unanimously.:

Kathy reported the research on updating the electrical system continues; City of The Dalles has notified us that they had taken samples of the drainage from the culvert that drains into the Marina and will let us know the results. Update and discussion on some parking lot issues. Port will host the Yacht Club and Marina Tenants at a bbq on August 17, 2010.

8. *Reports of Committees:*

- a. *Urban Renewal*- Commissioner Farner reported on Urban Renewal activities: Sunshine Mill operating; 3rd St and 3rd Pl. design work in the budget to be done next year; Roundabout open; Granada owned by Urban Renewal agency.
- b. *Chamber of Commerce* – Commissioner McFadden reported on recent Chamber activities: considering a new policy for Business after Hours to encourage other businesses to host.
- c. *Wasco EDC* – Andrea Klaas added more information on the trip to Shaniki.

8. *FYI:* BPA Journals for May and June, 2010

Break - 8:13PM

INTO EXECUTIVE SESSION 8:20PM

EXECUTIVE SESSION *(as allowed by ORS 192.660 (2) (e) (f) (h)) this may include discussion of real property transactions and privileged legal communication.*

*8:40pm Angie Wilson left meeting.

Back to Regular Session 8:50PM

COMMISSION CALL

1. President: Thanked Commissioner McCavic for her participation on the SDC SubCommittee.
2. Commissioner Runyon asked for an update on the crane company. Andrea stated the company had moved to their job site.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 9:00PM.

PORT OF THE DALLES:

D.M. Courtney, President
Board of Commissioners

ATTEST:

Rod Runyon, Secretary
Board of Commissioners

DATE APPROVED: 07/21/2010

Prepared by: K.Norton