

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
November 9, 2011
Port of The Dalles

The Regular Meeting of the Port Commissioners was called to order by President Mike Courtney at 7:05PM

ROLL CALL

Present: Mike Courtney, Bob McFadden, David Griffith, Kristi McCavic, Greg Weast

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Michael Held, Assistant Project Manager; Angie Wilson, Bookkeeper

Guests: None

Pledge of Allegiance: David Griffith

AGENDA CORRECTIONS or ADDITIONS

None at this time.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the calendars for November and December, 2011.

VISITOR'S BUSINESS

None

MEETING MINUTES

MOTION:

Commissioner Weast made a motion to approve the minutes of the October 12, 2011 meeting as presented. Second by Commissioner McFadden. Motion approved unanimously.

FINANCIALS – RESOLUTION #2011-004

Andrea Klaas and Angie Wilson reviewed the October, 2011 financials: Wasco County taxes were paid to avoid late fees. DirtHugger, Crestline and Wonderworks have been invoiced to reimburse the Port for the taxes; Design LLC Option money payable account has been closed out on the balance sheet and the funds have been transferred over to masc. income in the Port Development fund; the average annualized rate remains at .5000%

STAFF REPORT

- 0.5 ** Addition to Agenda: 2010/11 Audit Presentation – Andrea Klaas reported that she has finished her part of the report and review the Audit. She will meet with the Accountant one more time and then provide copies of the Audit to the Board for review before the presentation. Andrea will send an email to the Board to schedule a time for the Audit presentation.
1. *Monthly Highlights* – Andrea Klaas: Andrea and Michael Held met with Dave Harlan, Patrick Siegn, Twanie Bean and Carolyn Meece about funding for Port Projects. Since that meeting an application was submitted for some planning dollars to meld the Port's strategic plan in to the Stat's strategic plan mould as well as general planning dollars to be used for site

specific planning; Andrea met with Meyer Memorial Trust representative Kipp Baratoff who has been tasked to work with several rural communities in Oregon to see how the Trust might be able to leverage their assets and connections in the metropolitan areas to benefit businesses and economic growth outside of the metro areas. The Dalles is a pilot location for this project; Andrea met with Janna Webb, new Budget Committee member, to bring her up to date on the Port work session; Andrea reported on the Mayor's Committee meeting. The Committee focus is on barriers to businesses looking to locate in The Dalles; Legislative meeting with state and federal agencies has not been scheduled yet; Meals on Wheels donation will be used for the November 15th lunch. The Commission was invited to join the seniors for lunch that day; Port Best Practices survey has been completed. Two Marina issues will be discussed with SDAO representative at the safety of Port property on December 1, 2011.

2. *Work Plan Update:* Andrea Klaas provided an updated work plan based on the work session discussions. The only comment was to correct the numbering sequence on the document.
3. *R.A.R.E. Update:* Michael Held updated the Commission on his activities. Wetlands-informal conversations with City, County, DSL, NORCOR and local developers about wetland option. Researching options including mitigation banking, in-lieu fee and will begin addressing next steps through these processes as we shift to new lands; Home At Last-Michael outlined his project to develop a long term Strategic plan for the animal shelter; Other-Contacted PSU's Planning Dept for assistance on North Chenoweth related development projects. A proposal will be submitted for graduate student projects. Potential projects include market analyses for all port property, business recruitment strategies, and site planning for North Chenoweth.
4. *Marina Update:* Kathy Norton updated the Commission on activities at the Marina. Final Moorage payments due 11/15/2011; Marina water turned off 10/28/2011, 21 users will share the cost of the system through the end of March 2012; Next Marina Committee meeting November 15, 2011; The sea lion is still staying at the RB Koch boathouse.; the cruise ships have completed their final run on the Columbia river for the season. Other – During the recent low water it became clear the launch ramp is in need of repair. Discussions are ongoing with OSMB and the Corps of Engineers to get the repairs done; the Port has received the OSMB 2011-12 MAP grant in the amount of \$7,125 for maintenance and repairs at the launch ramp and transient moorage; the Port has been awarded an OSMB grant in the amount of \$48,283 for installation of credit card activated shore power at the transient moorage dock. Hire Electric was selected to design and install the shore power system

Break – 7:55PM

INTO EXECUTIVE SESSION 8:00PM

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

Back to Regular Session 8:48 PM

COMMISSION CALL

1. President: Thanks for birthday wishes
2. Commissioners:

Andrea Klass asked if the Commission wanted to do the December meeting at The Dalles Yacht Club and include the annual Family Christmas dinner. This was approved by consensus of the Commission. The December 14, 2011 meeting will be at The Dalles Yacht Club at 6:00PM.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:50PM.

PORT OF THE DALLES:
D.M. Courtney, President
Board of Commissioners

ATTEST:
David Griffith, Secretary
Board of Commissioners

DATE APPROVED: 12-14-2011

Prepared by: K.Norton