

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
October 12, 2011
City of The Dalles Council Chambers

The Regular Meeting of the Port Commissioners was called to order by President Mike Courtney at 4:05 PM.

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: Joan Silver, Steve Kramer, Kathy Ursprung

Pledge of Allegiance: Joan Silver

INTRODUCTIONS

Commissioner Courtney asked everyone to introduce themselves

AGENDA CORRECTIONS or ADDITIONS

None at this time.

PORT CALENDAR/EVENTS

Andrea stated that she is setting up a meeting with John Arnes and Bill Fashing of MCCOG. She will email the Commission for a date that works for a lunch meeting.

VISITOR'S BUSINESS

None

MEETING MINUTES

Commissioner McCavic asked for clarification on the September minutes regarding the motion to allow Angie Wilson to transfer funds in Andrea Klaas' absence.

MOTION:

Commissioner Weast made a motion to instruct staff to create a chain of accountability that will require a Port Commissioners signature authorizing Angie Wilson to do fund transfers in Andrea Klaas' absence. Second by Commissioner McCavic. Motion approved.

Commissioner Weast made a motion to approve the minutes of the September 14, 2011 meeting as presented. Second by Commissioner McCavic. Motion approved 4-1 with Commissioner McFadden abstaining as he was not at the September, 2011 meeting.

FINANCIALS – RESOLUTION #2011-004

Andrea Klaas and Angie Wilson reviewed the August, 2011 financials.

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas: Community Outreach-Bob McFadden reported on the Community Outreach Team visit to Washington DC. It was the busiest trip to-date and Port issues were the main focus. A meeting with local legislatures is being planned to discuss options to streamline permitting and overcome other obstacles to business development in the district. There were also some conversations with Lockheed including the possibility of a partnership between Lockheed and the College; PEP-Andrea made a presentation to the group updating them on what is going on at the Port. She also asked them to help put together a The Dalles Development Corporation to help fund businesses; Wayne Kinney, Sen Wyden’s staff followed up on a meeting he had with Commissioner McFadden and Andrea. He is very interested in helping to get the Federal agencies moving and more responsive; The City of The Dalles is pursuing a grant for wetlands study and is asking the Port to provide \$10,000.00. Discussion on the benefit this study will have for the Port.

MOTION:

Commissioner Weast made a motion to respectively decline the City’s offer to participate in the Wetland’s Study. Second by Commissioner McFadden. Motion approved unanimously.

2. *Marina Update:* Kathy Norton updated the Commission on activities at the Marina. Electrical System Upgrade project RFQ will go out to local electrical contractors. Then an RFP will be issued to select a contractor to develop a plan that can be used to determine the cost of upgrading the system; Transient Moorage Shore Power project RFP has been issued; Marina rules enforcement continues to be challenging; Marina management plan draft was provided for input. Commissioner Weast suggested the word moorage be removed from A.i.1 and asked for more clarification on the Construction/Remodel Permit applications and Boathouses for sale reporting; Visits to other marinas has identified signage that needs to be at the Marina; Discussion on the water shut-off and turn-on process at the Marina. Staff was directed to research what is the liability of turning water on when no one is in the boathouse to ensure no broken pipes; Cruise Ships are visiting throughout October; Next marina committee meeting is October 18, 2011; the sea lion is still staying in the Marina.

Dinner – 4:30PM – Comments from Executive Director Andrea Klaas on the State of the Port.

PORT WORKSESSION – Review and update the Strategic Plan and update the 2011/12 Work Plan.

Mission Statement – no change; Vision Statement – no change; Andrea reviewed the History of the Port.

Work Plan Recap: Change Priority #1-Respond to State business leads and recruit new businesses to Priority #2, remove the word State and add task #4-Community outreach; Change Priority #2 Acquire and Develop industrial land to Priority #1, change acquire and develop to Development and acquisition; add task #4-Regulatory Issues; Priority #3 was changed to include exploring leasing option and add task #3-EDA funding options; In Priority #4 Mt. Fir was replaced with North Chenoweth and task #4-Site Certification was added; Priority #5 Assist in Taylor Lakes use and development was moved to #6 and changed to Assist in Taylor Lakes development; A new Priority #5-Marina was added, tasks #1-Investigate fiscally sound management, #2-Marina improvement plan, and #3 Occupancy enforcement were added; Change Priority #6-Extend the Port District to Priority #7.

Management Principles were discussed. The principle regarding "A life cycle cost".... Was to be kept in but needed to be re-worded.

Goals discussions: Changes-Industrial Development-Land redevelopment-change Project name from NWA Aluminum to Partnerships to Develop and Steps from Work with NWA to redevelop the 90 acre smelter site to Inventory Sites and remove the phrase...."and adjoining NWA property along 1-84 (appx 40 acres)"; Regional Participation-Renewable Energy Industry- list renewable energy options; Fiscal Strength-remove as a separate goal. Already included as part of the previous goals.

INTO EXECUTIVE SESSION 6:50PM

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 7:30 PM

COMMISSION CALL

1. President: Thanked Budget Committee members for attending this meeting

2. Commissioners:

Commissioner Weast commented that the MCCOG facility is not a good fit for the property in question.

Commissioner McFadden thanked the Port Commission for the donation to the Pig Bowl; \$19,500 was raised for the family.

Commissioner McCavic stated she is please with the work Michael Held has done. She would like to see another work session early 2012.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:00PM.

PORT OF THE DALLES:

D.M. Courtney, President
Board of Commissioners

ATTEST:

David Griffith, Secretary
Board of Commissioners

DATE APPROVED: 11-09-2011

Prepared by: K.Norton