

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
November 2, 2016
Port of The Dalles

The Regular Meeting of the Port Commissioners was called to order by President Greg Weast at 5:00PM

ROLL CALL

Present: Greg Weast, Mike Courtney, Kristi Timmons, Staci Coburn

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Angie Wilson, Bookkeeper; Bill Dick, Attorney

Guests: Paula Valkov, Patrick Grimsley (left at 6:45pm)

Pledge of Allegiance: Commissioner Weast

AGENDA CORRECTIONS or ADDITIONS

None at this time

5:05 PM - In to Executive Session

EXECUTIVE SESSION (as allowed by ORS 192.660 (2) (e) (f) (h)) This will include discussion of real property transactions, legal rights and duties of a public body with regard to current litigation and privileged legal communication. Media representatives are instructed not to report or disclose matters discussed in executive session.

5:45PM – Back to Regular Session

VISITOR BUSINESS (for items not already on the agenda)

None at this time

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the November and December 2016 calendars.

ACTION ITEMS

1. **October 12, 2016 Regular Meeting Minutes approved as presented.**
2. **The November 2016 Financials not available due to early meeting date. Approval tabled to the December 14, 2016 regular meeting.**

STAFF REPORT

1. *Director's Report* – Andrea Klaas provided full report in meeting packet. NORCOR will be signing 2 leases for the DaKine building. One with Insitu and the other with Google; Tum A Lum building on Crates Way will be changing ownership this week; sent email to Angie Brewer offering the Port's help in organizing a meeting about the

UGB expansion for the 5 County planners to gather for discussion with Krystina Wolniakowski; met with AJ Kitt and Greg Boudreau about the project on the lot adjacent to the greenhouse; met with Dubber Zorza from Hood River Sand & Gravel regarding available land in the area; Audit work continues; BPA, PUD and Port met for discussion on Tract C; Kathy N and I met with rep from Oregon Energy Trust regarding energy efficiency incentive programs for Commercial building with natural gas as utility.

2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Recruitment & Creation – Wetlands: supporting the Corps of Engineers review of our Regional General Permit application, responding to a lengthy list of questions; Food Business: touring a selection of food hub-type facilities on November 2, 2016; Industrial Center Entrance: work continues on Columbia Gorge Industrial Center entrance signage; Land Marketing: inquiries have increased; Business calls: continuing to reach out to Port business, recently US Watermaker, Gorge Granite Works and Fix Auto; Retention: working to establish a corps of local employers who can help prepare students to better meet the needs of the workplace; Other: Dufur Community Visioning meeting held October 27, 2016 provided a variety of ways for Dufur residents to participate in the process; Regional Planning: attending the CEDS Regional Vision and Goals meeting October 27, 2016; OEDA Conference: attended the OEDA conference October 23-25.
3. *Marina Update:* Kathy Norton provided report in meeting packet. Final draft of the Concessionaire’s Agreement has been sent to The Dalles Marina LLC for review; boathouse owners are working with local plumbers to get the double-check backflow valves installed; current water system shut off scheduled for October 31, 2016.
4. *Reports of Committees:*
 - a) Urban Renewal – Commissioner Coburn: Lines of Design building façade replacement approved.
 - b) Chamber of Commerce: Commissioner Griffith: Looking at long-term Cherry Festival Brand; facility upgrades moving forward; working on policy manual.
 - c) Wasco EDC – Kathy Ursprung: Absent. Andrea reported the EDC is working with the City of Dufur on their strategic plan.
 - d) COT – Greg Weast/Andrea Klaas: No meeting until January, 2017.

5:50PM – Adjourn meeting for dinner

6:30 PM - In to Executive Session

EXECUTIVE SESSION (as allowed by ORS 192.660 (2) (e) (f) (h)) This will include discussion of real property transactions, legal rights and duties of a public body with regard to current litigation and privileged legal communication. Media representatives are instructed not to report or disclose matters discussed in executive session.

7:10PM – Back to Regular Session

DECISIONS FROM EXECUTIVE SESSION

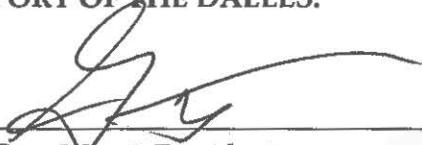
None

COMMISSION CALL

1. President G. Weast: Nothing tonight.

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION,
the meeting adjourned at 8:20PM.**

PORT OF THE DALLES:



Greg Weast, President
Board of Commissioners

ATTEST:



David A. Griffith, Secretary
Board of Commissioners

DATE APPROVED: 12-14-16

Prepared by: K.Norton