

**PORT OF THE DALLES COMMISSION**  
**Regular Meeting Minutes**  
**September 21, 2016**  
**Port of The Dalles**

The Regular Meeting of the Port Commissioners was called to order by President Greg Weast at 7:00PM

**ROLL CALL**

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

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

Guests: Paul Titus, Kurt Conger

Pledge of Allegiance: Commissioner Weast

**AGENDA CORRECTIONS or ADDITIONS**

- o Move Executive Session to follow Reports of Committees

**PUBLIC COMMENT-VISITOR BUSINESS**

None at this time.

**PORT CALENDAR/EVENTS**

Andrea Klaas reviewed the August and September 2016 calendars.

**ACTION ITEMS**

1. **Commissioner Coburn asked that her name be included as present at the August meeting. August 10, 2016 Regular Meeting Minutes approved as amended.**
2. **The August 2016 Financials were approved as presented.**
3. **Motion to table the vote on Baker's boathouse request, M/MCourtney, no second. Discussion. Motion to amend the first motion to reconfigure C18 & C20 from two spaces to one space. M/M.Courtney, S/S.Coburn. Motion failed 1 yes, 2 no, 1 abstain. Motion to grant an exception to Mr. Danny Ordway and allow him to enter into two boathouse moorage agreements with the Port for adjoining boathouses located at C18 & C20. This exception if for Mr. Ordway only with the understanding that Mr. Ordway will be using both boathouses for his own personal use. M/K.Timons, S/S.Coburn. Motion approved 2 yes, 1 no, 1 abstain.**

**STAFF REPORT**

1. *Director's Report* – Andrea Klaas provided full report in meeting packet. Irrigation in Columbia Gorge Industrial area has been problematic. Jerry is checking it three times a week to ensure the filters are clean. I am working with Crestline on the issues; Commissioner Coburn joined me on a tour of The Dalles Port area; Met with

Julie Krueger to talk about Port/City Partnerships and ways we can work together; The State of Oregon's Business Development office is using the Port of The Dalles as an example of how public/private partnerships can work, and the benefits of the Certified Industrial site program in recruiting businesses; Greg Weast, Dan Spatz & I spent this past week in DC meeting with our Federal representatives and various agencies promoting receipt of the final \$1.96 million owed to the Oregon Investment Board for economic development that was promised when the Scenic Area was created, expansion of the Urban Growth Boundary, forest issues and financial support for the completion of the bike/ped trail from Portland to The Dalles among other things. Upcoming Conferences: 10/4 Oregon Aviation Summit; 10/23-23 Oregon Economic Development Annual Conference; 11/16 13<sup>th</sup> Annual Oregon Economic Forum; 2/8-12 Special Districts Annual Conference in Portland, Oregon.

2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Land Marketing – Developed marketing material for NORCOR building & land; work getting underway on permanent signage and entrance presence at the Columbia Gorge Industrial Center; working with commercial realtor to find a 10-15 acre site for a tech firm interested in locating in or near The Dalles. Other – met with interested parties regarding a potential food business incubator building/food hub in the community; working with Port area business and educators regarding how to connect businesses with education for enhanced career technical training; updating the Community Outreach Team book for DC trip; attended Community Economic Development Strategy meeting in Cascade Locks.
3. *Marina Update:* Kathy Norton provided report in meeting packet. Meeting with Bill to discuss Marina Management contract; did marina walk-through with The Dalles Marina LLC; new water system ready to go. When boathouse owners have their check valves installed Jerry will connect them to the system. Current sea lion's personality has changed as he is becoming more comfortable being around people.
4. *Reports of Committees:*
  - a) Urban Renewal – Commissioner Weast: Next meeting in October. Commission Coburn will be the new representative from the Port.
  - b) Chamber of Commerce: Commissioner Griffith: No August meeting. Annual bbq will be tomorrow.
  - c) Wasco EDC – Kathy Ursprung: Dufur restroom replacement grant application was approved by Oregon State Parks. Working on Dufur water issues and strategic planning.
  - d) COT – Greg Weast/Andrea Klaas: Met with legislators from both sides of the river, made some good contact.

7:30 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.

8:50PM – Back to Regular Session

**DECISIONS FROM EXECUTIVE SESSION**

None


**\*\* ADDITION TO THE AGENDA:** The Commission directed the Executive Director to proceed with the Concessionaire Contract with The Dalles Marina LLC to operate the Marina.

**COMMISSION CALL**

1. President G. Weast: Thanked the Board for input on all the issues before the Commission.

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

**PORT OF THE DALLES:**



Greg Weast, President  
Board of Commissioners

**ATTEST:**



David A. Griffith, Secretary  
Board of Commissioners

DATE APPROVED: *10-13-16*

Prepared by: K.Norton