

**PORT OF THE DALLES COMMISSION**  
**Regular Meeting Minutes**  
**October 14, 2015**  
**Port of The Dalles**

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

**ROLL CALL**

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

Staff: Andrea Klaas, Executive Director; Angie Wilson, Bookkeeper, Bill Dick, Attorney

Guests:

Pledge of Allegiance: Commissioner McCavic

**AGENDA CORRECTIONS or ADDITIONS**

None at this time.

**PUBLIC COMMENT-VISITOR BUSINESS**

None at this time.

7:10PM – 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.

7:32PM – Back to Regular Session

**PORT CALENDAR/EVENTS**

Andrea Klaas reviewed the October and November, 2015 Calendars.

**CONSENT AGENDA:**

1. September 9, 2015 Regular Meeting Minutes approved as presented.
2. September, 2015 Financial Report: Angie included a report in the packet. LGIP interest rate remains at 0.54%; General Fund income/lease land has exceeded budget due to the Transgroup lease payment of \$2,500 per month that was to expire in August and is now extended through January 2016; Port Development Fund will be receiving \$250,000 from DOT grant this month with the balance of \$250,000 coming once the Columbia Gorge Industrial Center project is done. Also received approval for the \$20,000 Port Planning and marketing grant to help off-set some of the marketing expenses; Friend and Reagan still working on the audit.

**Motion to approve the September 2015 Financial Report. M/K.McCavic, S/M.Courtney. Motion approved unanimously.**

**ACTION ITEMS:**

1. None at this time.

**STAFF REPORT**

1. *Monthly Highlights* – Andrea Klaas provided full report in meeting packet. LMC Monitoring well, sampling moved from September to October. Slug testing scheduled for October also; Bob McFadden, Kathy Ursprung and I attended the Oregon Public Ports Association annual meeting-Port of The Dalles is very well regarded by the OR Public Port staff and the Business

OR Port's staff; Letters sent to UPS thanking them for updating their landscaping, to PowderPure congratulating them on the \$5.8M fundraising campaign and to Riverside Gymnastics about fixing their landscaping. Kevin Morgan, part owner, is putting together a plan to address the maintenance and improvements of the landscaping; Columbia Gorge Industrial Center had the final walk through on September 28. Waterlines have been flushed and the sewer lines tested. A few remaining curbing concrete details and then the City will accept ownership of the project; the Port has been asked to participate in the Oregon Solutions team to help NORCOR determine what to do with the developed lot that adjoins NORCOR to the west. The first meeting for this group was October 8, 2015 and will reconvene in November for another discussion; Kathy Ursprung, Kristi McCavic and I continue to meet with Port businesses; The Port hosted an Infrastructure Finance Authority meeting in The Dalles at the Readiness Center. As a Governor's Port appointee to this board I was asked to make a presentation to the group about the Port and The Dalles. After my report I received many compliments that folks were not aware so much had happened and was happening in The Dalles. There were also many good comments about the Fairfield Inn and Cousin's Inn; Met with PowderPure to see what their expansion/growth plans are; Design LLC/Pelican has submitted their preliminary site plan to the City; Tenneson submitted a Letter of Map Amendment to FEMA for the Crates Building on September 25, 2015. Final letter of determination is supposed to be issued in 30-60 days; NW Aluminum Specialties has been sold to SAPA Ltd. I have been in contact with SAPA and offered Port's assistance; Transformer unloading lease has been extended to January 31, 2016; Pelican still moving forward; Applied for \$250,000 of the \$500,000 ODOT grant. Once the City has accepted the road I will apply for the balance; \$20,000 Port Planning and Marketing grant has been approved. This money will help off-set costs associated with a feasibility study/plan for the business accelerator/park on the Klindt Drive port property.

2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Land Marketing-Meetings with Port area and other local businesses have continued. In the past month we met with Chris Zukin at Outdoor Meadow, Jim Broehl at US Watermaker, David Stelzer at Azure Farms, Ken Frisby at ODFW, Mimi McDonald at Riverside Gymnastics and plan to meet with Josh Pfreim of Pfreim Brewing before the Port meeting. Ken at ODFW suggested we might explore recruiting an alfalfa pellets business as a value-added opportunity. Jim at US Watermaker says his business is growing internationally and may soon decide to expand on his property. David at Azure Farms shared his plans for further expansion in downtown Dufur. Quarterly ad buys continue through early 2016. Continuing to reach out through electronic and paper mail to our targeted industries; Wetland Regional General Permit-Putting together the pieces of the lengthy application for an Advance Aquatic Resource Plan. Expect to bring a draft to the November meeting; Other-Attended Oregon Public Ports Association Conference. Great opportunity to connect with other port people. I have been looking at workforce as it affects marking The Dalles. I hope to become more involved in locally focused workforce efforts.
3. *Marina Update:* Kathy Norton provided report in meeting packet. Nothing new to report on the sea lions; Port boathouse in place, will start process to move the security camera systems; water will be turned off October 29. Trying to touch base with Devco to confirm plan and responsibilities through the winter; Plan to attend the OSMB Aquatic Invasive Species Prevention Program in November. This will also cover Clean Marina Program changes and Abandoned Vessel removal and Oil Spill response regulations; Marina walk through went well; had a conversation with The Dalles yacht Club members regarding management of the Marina. Other-The Dalles Main Street hosted the Oregon Main Street Conference. Over 200 people from around the state attended. The response was very favorable; on October 7, 2015 the Wasco County Commissioners signed the Donation & Management Agreements deeding the land where the shelter sits to Home at Last. Home at Last will be contacting the Port regarding a small piece of land the Port owns next to the shelter.
4. *Reports of Committees:*
  - a) Urban Renewal – Commissioner Weast: Will talk about the Getchel building at the next meeting.

- b) Chamber of Commerce: Commissioner Griffith: Main Street Annual State Conference a success. Gearing up for Shop Local.
- c) Wasco EDC – Kathy Ursprung: Absent
- d) COT – Bob McFadden: Andrea is now Chairman of the COT. Next meeting will be to develop project ideas.

**7:44PM – In to Executive Session**

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**8:50PM – Back to Regular Session**

**DECISIONS FROM EXECUTIVE SESSION**

- 1. Commission McFadden will meet with Erik Kerr to get timeline and costs for project discussed in executive session.

**COMMISSION CALL**

- 1. President: Nothing
- 2. Commissioners: Nothing

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

**PORT OF THE DALLES:**

  
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Bob McFadden, President  
Board of Commissioners

**ATTEST:**

  
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David A. Griffith, Secretary  
Board of Commissioners

DATE APPROVED: 11-4-2015  
Prepared by: K.Norton