

NEWS

Port of The Dalles
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Enhancing the economy of our District.



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For Immediate Release

Date: February 8, 16

Port of The Dalles Commission to Hold Meeting

The Port of The Dalles will hold a Board of Commissioners Meeting Wednesday, February 10, 2016 at The Port of The Dalles Administration Office, 3636 Klindt Dr., The Dalles, Oregon. The meeting will begin at 7:00PM. The Commission will dine at La Cabana Mexican Restaurant before the meeting.

The meeting will address the main topics as follows (tentative agenda attached):

1. PUD Presentation
2. Marina Update
3. Staff Updates

###

PORT OF THE DALLES
February 10, 2016
Meeting Agenda
7:00PM – Port of The Dalles Office

- A. ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. AGENDA CORRECTIONS or ADDITIONS
- D. VISITOR BUSINESS (For items not already on the agenda)
 - a. Presentation from PUD on new substation
 - b. Presentation from Yacht Club re:Marina Management
- E. PORT CALENDAR/EVENTS
- F. ACTION ITEMS:
 - 1. January 13, 2016 Regular Meeting Minutes
 - 2. January, 2016 Financial Report
 - 3. Approval of Reimbursement District for Columbia Gorge Industrial Center
- G. STAFF REPORT
 - 1. Staff Report
 - 2. Development Update
 - 3. Marina Update
 - 4. Reports of Committees
 - Urban Renewal – Weast
 - Chamber of Commerce – Griffith
 - Wasco County EDC – Ursprung
 - Community Outreach Team - McFadden
- H. COMMISSION CALL
 - a. President
 - b. Other Commissioner business

UPCOMING MEETINGS / EVENTS / DATES:

March 2 or 16, 2016 - Port Commission Meeting, Port office, 7:00pm



February 2016

January 2016




S	M	T	W	T	F	S
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3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2016

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28	29					

March 2016




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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

-  US Holidays
-  ALK work
-  Found in Mail

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31 2:00 PM Jim Winterbottom - The Dalles Disposal	1 Groundhog Day	2 8:45 AM CORE GROUP MEETING 9:30 AM Drive OR call 9:30 AM Jeff review 10:15 AM Eye appt	3 SDAO Annual Conference Sun River 8:15 AM Lori for car pool 12:00 PM SDIS Trustee Meeting 1:00 PM Sunriver resort 1:30 PM Claims meeting 2:30 PM Trust meeting 6:00 PM SDIS dinner	4 8:30 AM BIC GROUP MEETING	5	6
7 8:30 AM KIHR Radio	8 1:00 PM Dufur meeting at MCEEDD	9 8:30 PM The Dalles TSP - Advisory Committee Meeting #2 5:00 PM Port Meeting	10 8:00 AM Brian Graves @ Pacific Rim	11 Lincoln's Birthday 7:00 AM Chamber Econ. Dev 10:00 AM KODL Coffee Break 10:00 AM IFA Board meeting	12 1:00 PM Cabi	13
14 Valentine's Day	15 Presidents' Day	16	17 12:00 PM NORCOR meeting	18	19	20
21 Washington's Birthday	22	23	24 11:00 AM Drive OR conf call 2:00 PM Drive Oregon Executive Committee	25 12:00 PM COT	26	27
28 10:00 AM Population Forecasting	29	1 Appoint Budget Officer	2 8:30 AM BIC GROUP MEETING	3	4 AGRIP w/SDIS 7:30 AM Flight to Seattle 10:25 AM Flight to Nashville	5

March 2016

February 2016							March 2016							April 2016						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6	1	2	3	4	5	6	1	2						
7	8	9	10	11	12	13	7	8	9	10	11	12	3	4	5	6	7	8	9	
14	15	16	17	18	19	20	13	14	15	16	17	18	19	10	11	12	13	14	15	16
21	22	23	24	25	26	27	20	21	22	23	24	25	26	17	18	19	20	21	22	23
28	29						27	28	29	30	31			24	25	26	27	28	29	30

-  US Holidays
-  ALK work
-  Found in Mail

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28 10:00 AM Population Forecasting	29	1	2 Appoint Budget Officer	3 8:30 AM BIC GROUP MEETING	4	5 AGRIP w/SDIS 7:30 AM Flight to Seattle 9:35 AM Flight to Nashville
6 6:00 AM AGRIP Conference	7 ... AGRIP Conference	8 ... AGRIP Conference	9 ... AGRIP Conference 8:00 AM Drive Or 12:45 PM Flight to Boston 5:00 PM Port Meeting	10	11 7:00 AM Chamber Econ. Dev 10:00 AM KODL Coffee Break	12
13 Daylight Saving Time Begins	14 8:30 AM KHR Radio 9:00 AM TEAM Oregon Adv. Mfg. - Hold the Date	15 2:05 PM Flight to Portland	16	17 St Patrick's Day	18	19
20	21	22	23	24 12:00 PM COT	25	26
27 Easter	28	29	30	31	April Fools Day	

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: February 10, 2016

Subject: F -1.) Meeting Minutes

Background:

1. January 13, 2016 Regular Meeting Minutes

Staff Recommendation: Motion to approve Meeting Minutes as presented.

Fiscal Impact: None

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
January 13, 2016
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, David Griffith, Kristi McCavic, Mike Courtney

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

Guests: Eric Orton

Pledge of Allegiance: Andrea Klaas

AGENDA CORRECTIONS or ADDITIONS

None

PUBLIC COMMENT-VISITOR BUSINESS

None

7:02PM - 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.

7:40PM – Back to Regular Session

DECISIONS FROM EXECUTIVE SESSION

None

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the January and February, 2016 Calendars.

ACTION ITEMS

1. **Motion to approve December 9, 2015 Regular Meeting Minutes and January 5, 2016 Special Meeting Minutes as presented. M/M.Courtney, S/G.Weast. Motion approved unanimously.**
2. **December, 2015 Financial Report:** Commissioner McCavic reported the Port financials will be done in modified cash basis but the reporting will continue to be done in accrual basis for easier understanding.
Motion to approve the December 2015 Financial Reports as presented. M/G.Weast, S/M.Courtney. Motion approved unanimously.
3. **Motion to approve the AARP/RGP Plan Application and direct staff to submit it for approval to the Oregon Department of State Lands and the U.S. Army Corps of Engineers. M/G.Weast, S/D/Griffith. Motion approved unanimously.**
4. Discussion to clarify transfer of marina management. Staff directed to.....

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas provided full report in meeting packet. Commissioner McFadden met with Port of Hood River Chairman, Brain Shortt to talk about collaborative efforts between the Ports. Hood River will host a meeting before the end of the first quarter; Commissioner McFadden and Andrea visited with Roger Kline the new PUD Director, briefed him on the COT and the Port's desire to have a great relationship with the PUD; Senator Wyden was in town and the COT was invited to meet with him over dinner. Topics of discussion included: Forest Policy, Education, Community Infrastructure, Affordable Care Act; MCEDD held a Connect Mid-Columbia meeting to talk about Gorge wide transportation issues – both ODOT and WSDOT were at the table; Industrial Site Certification letter should arrive soon.
2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Continuing to meet with Port businesses – concerns shared about transportation, both local and to market, expansion and supply chain needs and a variety of other topics; a video aimed at marketing airport and port land is under way; Wetland application completed and included for your approval; additional updates to the Port website continue; working on some information documents to improve understanding of how the Port operated; working to update the Port's project list for Wasco County Economic Development Commission review.
3. *Marina Update:* Kathy Norton provided report in meeting packet. Devco has been managing the marina water system. The water has been off 30 days so far due to freezing weather; no new sightings of any sea lions in the Marina; there were 5 boathouses sold in 2015.
4. *Reports of Committees:*
 - a) Urban Renewal – Commissioner Weast: Updates provided via email.
 - b) Chamber of Commerce: Commissioner Griffith: Nan Wimmers is the new Chairman; the Chamber is setting some robust goals for 2016.
 - c) Wasco EDC – Kathy Ursprung: Meeting on Thursday.
 - d) COT – Bob McFadden/Andrea Klaas: Will meet the 4th Friday of each month.

8:00PM - 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.

8:20PM – Back to Regular Session

DECISIONS FROM EXECUTIVE SESSION

None

COMMISSION CALL

1. President: Commissioner McFadden reminded the Commission about Gorge Nite Out – 2 events to highlight Industry and Development in the Gorge – on February 3, 2016 in Salem and February 9, 2016 in Olympia.
2. Commissioner Griffith provided more information on Incubators – ways to encourage small business development.
3. Commissioner Weast reported he had been contacted via email by an individual wanting to talk about Google to discuss ways to capture heat from the cooling system for other uses.

4. Commissioner Courtney asked that the Commission address the personnel policy, specifically Employee Compensation. Commissioner McFadden asked for a committee to research what other agencies do regarding employee compensation and also to get information on health insurance. Commissioners Courtney, McCavic and Griffith will service on this committee.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:30PM.

PORT OF THE DALLES:

ATTEST:

Bob McFadden, President
Board of Commissioners

David A. Griffith, Secretary
Board of Commissioners

DATE APPROVED:
Prepared by: K.Norton

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: February 10, 2016

Subject: F-2.) Financials

Background:

1. January 2016 Financials Reports

Angie, Kristi and I will be meeting with Nate this next month to discuss how review the General journal entries and cash v accrual reporting.

Of note:

\$4,200,000 was moved from the checking account into various term CDs.
Wasco Investment paid off their remaining balance on the Fix Auto building.

Staff Recommendation: Motion to approve Financials as presented.

Fiscal Impact: None

Port of The Dalles
Monthly Activity Report by Fund
January 2016

	General Fu...	Marina Fund	Port Devel...	TOTAL
Ordinary Income/Expense				
Income				
Interest From Earnings	503.84	61.36	811.24	1,376.44
Prior Yr Property Tax	1,243.20	0.00	0.00	1,243.20
Interest From Contracts				
CCC#5-CPDLLC	0.00	0.00	98.97	98.97
Tum-A-Lum	0.00	0.00	655.66	655.66
Total Interest From Contracts	0.00	0.00	754.63	754.63
lease-land/Facility	4,361.30	0.00	0.00	4,361.30
Land Sales				
CCC#5-CPDLLC	0.00	0.00	995.69	995.69
Tum-A-Lum	0.00	0.00	679.87	679.87
Total Land Sales	0.00	0.00	1,675.56	1,675.56
Marina				
Revenue				
Open Moorage				
Water	0.00	15.00	0.00	15.00
Annual Moorage Fee	0.00	838.30	0.00	838.30
Electric	0.00	15.00	0.00	15.00
Total Open Moorage	0.00	868.30	0.00	868.30
Grants	0.00	0.00	14,551.00	14,551.00
Revenue - Other	0.00	0.30	0.00	0.30
Total Revenue	0.00	868.60	14,551.00	15,419.60
Total Marina	0.00	868.60	14,551.00	15,419.60
Property Tax	100,620.60	0.00	0.00	100,620.60
Total Income	106,728.94	929.96	17,792.43	125,451.33
Gross Profit	106,728.94	929.96	17,792.43	125,451.33
Expense				
PERSONAL SERVICES-				
Payroll Expenses				
Wages				
Marketing/Communications	0.00	0.00	3,916.66	3,916.66
Salary- Exec. Director	6,250.00	2,083.34	0.00	8,333.34
Maintenance Supervisor	1,706.24	918.76	0.00	2,625.00
Admin/Marina Specialist	2,128.00	1,064.00	0.00	3,192.00
Total Wages	10,084.24	4,066.10	3,916.66	18,067.00
FICA-EMPLOYER	771.43	311.06	299.62	1,382.11
PERS EMPLOYER	44.10	0.00	0.00	44.10
WRKRS COMP EMPLOYER	5.88	2.52	5.54	13.94
Payroll Expenses - Other	56.51	20.39	23.50	100.40
Total Payroll Expenses	10,962.16	4,400.07	4,245.32	19,607.55
Health Insurance	71.40	0.00	0.00	71.40
Total PERSONAL SERVICES-	11,033.56	4,400.07	4,245.32	19,678.95
MATERIAL AND SERVICES-				
Transient Moorage Expense				
Transient Moorage Utilities	39.12	0.00	0.00	39.12
Total Transient Moorage Expense	39.12	0.00	0.00	39.12
Contracted Service	720.00	0.00	0.00	720.00
Account and Audit	0.00	302.00	0.00	302.00
Develop and Comm	1,341.92	0.00	0.00	1,341.92
Dues, Fees and Subscriptions	129.90	29.00	500.00	658.90
Legal	275.00	105.00	390.00	770.00
Maintenance and Repair				
Shop	656.07	0.00	0.00	656.07

9:00 PM

02/02/16

Accrual Basis

Port of The Dalles
Monthly Activity Report by Fund
January 2016

	General Fu...	Marina Fund	Port Devel...	TOTAL
Vehicle Expense				
Repair	21.47	0.00	0.00	21.47
Gas	57.80	57.75	0.00	115.55
Total Vehicle Expense	79.27	57.75	0.00	137.02
Marina				
Marina				
Supplies/Maintenance	0.00	37.48	0.00	37.48
Total Marina	0.00	37.48	0.00	37.48
Total Marina	0.00	37.48	0.00	37.48
Total Maintenance and Repair	735.34	95.23	0.00	830.57
Launch Ramp				
Supplies	16.27	0.00	0.00	16.27
Launch Ramp Water	125.27	0.00	0.00	125.27
Launch Ramp Electric	138.66	0.00	0.00	138.66
Total Launch Ramp	280.20	0.00	0.00	280.20
Office Supplies	321.02	0.00	0.00	321.02
Staff Development/Enhance	1,610.00	0.00	0.00	1,610.00
Travel Expense	238.33	0.00	0.00	238.33
Utilities				
Marina				
Electric Marina				
Lights	0.00	106.70	0.00	106.70
Open Moorage	0.00	251.59	0.00	251.59
Sewer Pump	0.00	80.20	0.00	80.20
Total Electric Marina	0.00	438.49	0.00	438.49
Garbage Marina	0.00	413.62	0.00	413.62
Sewer Marina	0.00	90.88	0.00	90.88
Water Marina	0.00	934.98	0.00	934.98
Total Marina	0.00	1,877.97	0.00	1,877.97
Industrial				
Industrial Water	150.68	0.00	197.28	347.96
Total Industrial	150.68	0.00	197.28	347.96
Office				
Water Office				
Shop	110.73	0.00	0.00	110.73
Total Water Office	110.73	0.00	0.00	110.73
Office Electric	359.29	0.00	0.00	359.29
Garbage Office	75.10	0.00	0.00	75.10
Telephone	462.15	0.00	17.50	479.65
Total Office	1,007.27	0.00	17.50	1,024.77
Total Utilities	1,157.95	1,877.97	214.78	3,250.70
Marketing Expenses				
Media/Promo	0.00	0.00	1,819.74	1,819.74
Travel	0.00	0.00	389.85	389.85
Total Marketing Expenses	0.00	0.00	2,209.59	2,209.59
Total MATERIAL AND SERVICES-	6,848.78	2,409.20	3,314.37	12,572.35

9:00 PM
 02/02/16
 Accrual Basis

Port of The Dalles
Monthly Activity Report by Fund
 January 2016

	<u>General Fu...</u>	<u>Marina Fund</u>	<u>Port Devel...</u>	<u>TOTAL</u>
CAPITAL OUTLAYS-				
Engineering/Consultants	0.00	0.00	1,755.00	1,755.00
Land Acquisition/Development	0.00	0.00	61,275.89	61,275.89
Total CAPITAL OUTLAYS-	<u>0.00</u>	<u>0.00</u>	<u>63,030.89</u>	<u>63,030.89</u>
Total Expense	<u>17,882.34</u>	<u>6,809.27</u>	<u>70,590.58</u>	<u>95,282.19</u>
Net Ordinary Income	<u>88,846.60</u>	<u>-5,879.31</u>	<u>-52,798.15</u>	<u>30,169.14</u>
Net Income	<u><u>88,846.60</u></u>	<u><u>-5,879.31</u></u>	<u><u>-52,798.15</u></u>	<u><u>30,169.14</u></u>

Port of The Dalles-GENERAL
Profit & Loss Budget vs. Actual-SUMMARY
 July 2015 through January 2016

	<u>Jul '15 - J...</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Or. St. Marine Board Grant	2,999.00		
Transient Moorage	687.50	3,000.00	22.9%
Map Grant	9,800.00	9,000.00	108.9%
Interest From Earnings	2,951.15	462.00	638.8%
Prior Yr Property Tax	9,163.48	13,061.00	70.2%
Interest From Contracts	0.00	2,172.00	0.0%
Misc. Income	98.10	100.00	98.1%
lease-land/Facility	22,461.30	10,000.00	224.6%
SDAO Grant	0.00	5,000.00	0.0%
Airport Well	0.00	1,061.00	0.0%
Marina Loan	0.00	9,449.00	0.0%
Property Tax	256,076.40	281,195.00	91.1%
Total Income	<u>304,236.93</u>	<u>334,500.00</u>	<u>91.0%</u>
Gross Profit	304,236.93	334,500.00	91.0%
Expense			
PERSONAL SERVICES-	69,466.53	112,047.00	62.0%
MATERIAL AND SERVICES-	61,601.85	151,250.00	40.7%
CAPITAL OUTLAYS-	0.00	15,000.00	0.0%
Total Expense	<u>131,068.38</u>	<u>278,297.00</u>	<u>47.1%</u>
Net Ordinary Income	173,168.55	56,203.00	308.1%
Other Income/Expense			
Other Expense			
Transfer to Other Funds	0.00	150,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	<u>0.00</u>	<u>200,000.00</u>	<u>0.0%</u>
Net Other Income	0.00	-200,000.00	0.0%
Net Income	<u><u>173,168.55</u></u>	<u><u>-143,797.00</u></u>	<u><u>-120.4%</u></u>

Port of The Dalles-GENERAL
Profit & Loss Budget vs. Actual-DETAIL
 July 2015 through January 2016

	Jul '15 - J...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Or. St. Marine Board Grant	2,999.00		
Transient Moorage			
Utility Receipts	0.00	1,000.00	0.0%
Contractors	0.00	1,000.00	0.0%
Guests	687.50	1,000.00	68.8%
Total Transient Moorage	687.50	3,000.00	22.9%
Map Grant	9,800.00	9,000.00	108.9%
Interest From Earnings	2,951.15	462.00	638.8%
Prior Yr Property Tax	9,163.48	13,061.00	70.2%
Interest From Contracts			
Marina Loan	0.00	2,172.00	0.0%
Total Interest From Contracts	0.00	2,172.00	0.0%
Misc. Income	98.10	100.00	98.1%
lease-land/Facility	22,461.30	10,000.00	224.6%
SDAO Grant	0.00	5,000.00	0.0%
Airport Well	0.00	1,061.00	0.0%
Marina Loan	0.00	9,449.00	0.0%
Property Tax	256,076.40	281,195.00	91.1%
Total Income	304,236.93	334,500.00	91.0%
Gross Profit	304,236.93	334,500.00	91.0%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Salary- Exec. Director	32,481.08	47,895.00	67.8%
Maintenance Supervisor	10,963.27	21,424.00	51.2%
Admin/Marina Specialist	11,597.44	21,115.00	54.9%
Total Wages	55,041.79	90,434.00	60.9%
FICA-EMPLOYER	4,210.67	9,000.00	46.8%
PERS EMPLOYER	526.92	4,000.00	13.2%
Unemployment Payments	0.00	1.00	0.0%
WRKRS COMP EMPLOYER	1,613.10	1,512.00	106.7%
Payroll Expenses - Other	56.51		
Total Payroll Expenses	61,448.99	104,947.00	58.6%
Health Insurance	8,017.54	7,100.00	112.9%
Total PERSONAL SERVICES-	69,466.53	112,047.00	62.0%
MATERIAL AND SERVICES-			
Transient Moorage Expense			
Transient Dues, Fees and Subs.	0.00	350.00	0.0%
Transient Moorage Utilities	131.08	1,000.00	13.1%
Total Transient Moorage Expense	131.08	1,350.00	9.7%
Contracted Service	3,755.00	23,000.00	16.3%
Account and Audit	14,000.00	20,000.00	70.0%
Develop and Comm	2,913.18	10,000.00	29.1%
Dues, Fees and Subscriptions	6,166.15	10,000.00	61.7%
Insurance-Liability	1,763.68	11,000.00	16.0%
Legal	1,815.00	5,000.00	36.3%
Maintenance and Repair			
Weed Control/landscaping	4,755.00	8,000.00	59.4%
Shop	1,083.09	3,000.00	36.1%
Office	260.50	6,400.00	4.1%
Vehicle Expense			
Repair	136.19	1,000.00	13.6%
Gas	625.01	1,500.00	41.7%
Total Vehicle Expense	761.20	2,500.00	30.4%

Port of The Dalles-GENERAL
Profit & Loss Budget vs. Actual-DETAIL
 July 2015 through January 2016

	Jul '15 - J...	Budget	% of Budget
Maintenance and Repair - Other	0.00	0.00	0.0%
Total Maintenance and Repair	6,859.79	19,900.00	34.5%
Launch Ramp			
Supplies	533.52	300.00	177.8%
Cleaning Service Launch Ramp	1,694.94	8,400.00	20.2%
Launch Ramp Water	751.62	1,800.00	41.8%
Launch Ramp Garbage	80.00		
Launch Ramp Electric	364.44	1,500.00	24.3%
Launch Ramp - Other	0.00	0.00	0.0%
Total Launch Ramp	3,424.52	12,000.00	28.5%
Office Supplies	1,871.95	6,000.00	31.2%
Office Equipment	3,107.11	3,000.00	103.6%
Staff Development/Enhance	2,360.00	5,000.00	47.2%
Travel Expense	3,739.42	10,000.00	37.4%
Utilities			
Industrial			
Industrial Water	2,803.89	3,000.00	93.5%
Industrial - Other	0.00	0.00	0.0%
Total Industrial	2,803.89	3,000.00	93.5%
Office			
Water Office			
Shop	1,485.11	3,000.00	49.5%
Total Water Office	1,485.11	3,000.00	49.5%
Office Electric	1,065.58	1,900.00	56.1%
Garbage Office	450.60	900.00	50.1%
Telephone	3,889.79	6,200.00	62.7%
Office - Other	0.00	0.00	0.0%
Total Office	6,891.08	12,000.00	57.4%
Total Utilities	9,694.97	15,000.00	64.6%
Total MATERIAL AND SERVICES-	61,601.85	151,250.00	40.7%
CAPITAL OUTLAYS-			
Launch Ramp(parking lot)	0.00	3,000.00	0.0%
Building Improvements	0.00	12,000.00	0.0%
Total CAPITAL OUTLAYS-	0.00	15,000.00	0.0%
Total Expense	131,068.38	278,297.00	47.1%
Net Ordinary Income	173,168.55	56,203.00	308.1%
Other Income/Expense			
Other Expense			
Transfer to Other Funds	0.00	150,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	0.00	200,000.00	0.0%
Net Other Income	0.00	-200,000.00	0.0%
Net Income	173,168.55	-143,797.00	-120.4%

Port of The Dalles-PDF
Profit & Loss Budget vs. Actual-SUMMARY
 July 2015 through January 2016

	<u>Jul '15 - Jan ...</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Interest From Earnings	5,229.09	2,633.00	198.6%
Interest From Contracts	8,302.11	12,879.00	64.5%
Loan	0.00	112,500.00	0.0%
matching grants	260,500.00	520,000.00	50.1%
Misc. Income	35,724.02		
Land Sales	4,357,402.03	800,000.00	544.7%
Marina	14,551.00		
Total Income	<u>4,681,708.25</u>	<u>1,448,012.00</u>	<u>323.3%</u>
Gross Profit	4,681,708.25	1,448,012.00	323.3%
Expense			
PERSONAL SERVICES-	65,479.60	132,439.00	49.4%
MATERIAL AND SERVICES-	43,842.76	211,240.00	20.8%
CAPITAL OUTLAYS-	692,309.55	2,860,000.00	24.2%
Total Expense	<u>801,631.91</u>	<u>3,203,679.00</u>	<u>25.0%</u>
Net Ordinary Income	3,880,076.34	-1,755,667.00	-221.0%
Other Income/Expense			
Other Income			
transfer from other funds	0.00	150,000.00	0.0%
Total Other Income	0.00	150,000.00	0.0%
Other Expense			
Building Construction Loan	0.00	83,000.00	0.0%
Other Debt Service	0.00	150,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	0.00	283,000.00	0.0%
Net Other Income	0.00	-133,000.00	0.0%
Net Income	<u><u>3,880,076.34</u></u>	<u><u>-1,888,667.00</u></u>	<u><u>-205.4%</u></u>

Port of The Dalles-PDF
Profit & Loss Budget vs. Actual-DETAIL
 July 2015 through January 2016

	Jul '15 - Jan ...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Interest From Earnings	5,229.09	2,633.00	198.6%
Interest From Contracts			
CCC#5-CPDLLC	736.35	1,216.00	60.6%
Tum-A-Lum	4,647.07	7,740.00	60.0%
WICI-BLDG	970.61	2,429.00	40.0%
WICI-LAND	1,948.08	1,494.00	130.4%
Total Interest From Contracts	8,302.11	12,879.00	64.5%
Loan	0.00	112,500.00	0.0%
matching grants	260,500.00	520,000.00	50.1%
Misc. Income	35,724.02		
Land Sales			
CCC#5-CPDLLC	6,926.27	13,015.00	53.2%
Tum-A-Lum	4,701.64	8,287.00	56.7%
WICI-BLDG	50,781.58	6,691.00	759.0%
WICI-LAND	31,895.54	4,118.00	774.5%
Land Sales - Other	4,263,097.00	767,889.00	555.2%
Total Land Sales	4,357,402.03	800,000.00	544.7%
Marina			
Revenue			
Grants	14,551.00		
Total Revenue	14,551.00		
Total Marina	14,551.00		
Total Income	4,681,708.25	1,448,012.00	323.3%
Gross Profit	4,681,708.25	1,448,012.00	323.3%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Marketing/Communications	27,416.62	51,000.00	53.8%
Salary- Exec. Director	22,727.29	47,895.00	47.5%
Total Wages	50,143.91	98,895.00	50.7%
FICA-EMPLOYER	3,836.01	7,696.00	49.8%
PERS EMPLOYER	0.00	400.00	0.0%
WRKRS COMP EMPLOYER	46.03	674.00	6.8%
Payroll Expenses - Other	23.50		
Total Payroll Expenses	54,049.45	107,665.00	50.2%
Health Insurance	11,430.15	24,774.00	46.1%
Total PERSONAL SERVICES-	65,479.60	132,439.00	49.4%
MATERIAL AND SERVICES-			
Land Sales			
Land Sales Closing Cost	0.00	14,000.00	0.0%
Land Sale Commissions	0.00	35,000.00	0.0%
Total Land Sales	0.00	49,000.00	0.0%
Contracted Service	1,700.00	50,000.00	3.4%
Develop and Comm	143.25	5,000.00	2.9%
Dues, Fees and Subscriptions	500.00		
Legal	17,205.00	20,000.00	86.0%
Office Supplies	24.00	2,000.00	1.2%
Utilities			
Industrial			
Industrial Water	692.81		
Total Industrial	692.81		
Office			

Port of The Dalles-PDF
Profit & Loss Budget vs. Actual-DETAIL
July 2015 through January 2016

	Jul '15 - Jan ...	Budget	% of Budget
Telephone	52.50	240.00	21.9%
Total Office	52.50	240.00	21.9%
Total Utilities	745.31	240.00	310.5%
Marketing Expenses			
Grant	2,000.00	10,000.00	20.0%
Media/Promo	18,568.92	55,000.00	33.8%
Travel	2,956.28	20,000.00	14.8%
Total Marketing Expenses	23,525.20	85,000.00	27.7%
Total MATERIAL AND SERVICES-	43,842.76	211,240.00	20.8%
CAPITAL OUTLAYS-			
Engineering/Consultants	31,885.20	100,000.00	31.9%
Land Acquisition/Development	643,641.03	2,500,000.00	25.7%
PDF- Facility Improvements	16,783.32	10,000.00	167.8%
Partnership Projects	0.00	250,000.00	0.0%
Total CAPITAL OUTLAYS-	692,309.55	2,860,000.00	24.2%
Total Expense	801,631.91	3,203,679.00	25.0%
Net Ordinary Income	3,880,076.34	-1,755,667.00	-221.0%
Other Income/Expense			
Other Income			
transfer from other funds			
General Fund	0.00	150,000.00	0.0%
Total transfer from other funds	0.00	150,000.00	0.0%
Total Other Income	0.00	150,000.00	0.0%
Other Expense			
Building Construction Loan	0.00	83,000.00	0.0%
Other Debt Service	0.00	150,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	0.00	283,000.00	0.0%
Net Other Income	0.00	-133,000.00	0.0%
Net Income	<u>3,880,076.34</u>	<u>-1,888,667.00</u>	<u>-205.4%</u>

Port of The Dalles - Marina
Profit & Loss Budget vs. Actual-SUMMARY
 July 2015 through January 2016

	<u>Jul '15 - J...</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Interest From Earnings	327.27	317.00	103.2%
SDAO Grant	0.00	3,000.00	0.0%
Marina	125,590.38	131,300.00	95.7%
Total Income	<u>125,917.65</u>	<u>134,617.00</u>	<u>93.5%</u>
Gross Profit	125,917.65	134,617.00	93.5%
Expense			
PERSONAL SERVICES-	18,929.24	55,988.00	33.8%
MATERIAL AND SERVICES-	22,058.88	34,400.00	64.1%
CAPITAL OUTLAYS-	1,727.66	63,000.00	2.7%
Total Expense	<u>42,715.78</u>	<u>153,388.00</u>	<u>27.8%</u>
Net Ordinary Income	83,201.87	-18,771.00	-443.2%
Other Income/Expense			
Other Expense			
Other Debt Service	0.00	11,622.00	0.0%
General Operating Contingency	0.00	5,000.00	0.0%
Total Other Expense	<u>0.00</u>	<u>16,622.00</u>	<u>0.0%</u>
Net Other Income	0.00	-16,622.00	0.0%
Net Income	<u><u>83,201.87</u></u>	<u><u>-35,393.00</u></u>	<u><u>-235.1%</u></u>

Port of The Dalles-MARINA
Profit & Loss Budget vs. Actual-DETAIL
 July 2015 through January 2016

	Jul '15 - J...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Interest From Earnings	327.27	317.00	103.2%
SDAO Grant	0.00	3,000.00	0.0%
Marina			
Misc. Income			
Gate Keys	-100.00		
Security Screen	60.00	300.00	20.0%
Misc. Income - Other	0.00	0.00	0.0%
Total Misc. Income	-40.00	300.00	-13.3%
Revenue			
Boathouse			
Water	2,895.00	4,500.00	64.3%
BH Sewer	5,925.00	10,112.00	58.6%
Lates Fees	1,125.00		
Moorage Fees	89,236.62	88,766.00	100.5%
Total Boathouse	99,181.62	103,378.00	95.9%
Open Moorage			
Water	615.00	207.00	297.1%
Annual Moorage Fee	25,218.46	26,145.00	96.5%
Electric	615.00	1,270.00	48.4%
Total Open Moorage	26,448.46	27,622.00	95.8%
Grants	0.00	0.00	0.0%
Revenue - Other	0.30	0.00	100.0%
Total Revenue	125,630.38	131,000.00	95.9%
Total Marina	125,590.38	131,300.00	95.7%
Total Income	125,917.65	134,617.00	93.5%
Gross Profit	125,917.65	134,617.00	93.5%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Salary- Exec. Director	3,125.01	7,560.00	41.3%
Maintenance Supervisor	5,930.93	11,536.00	51.4%
Admin/Marina Specialist	8,490.56	21,115.00	40.2%
Total Wages	17,546.50	40,211.00	43.6%
FICA-EMPLOYER	1,342.32	3,132.00	42.9%
PERS EMPLOYER	0.00	2,000.00	0.0%
Unemployment Payments	0.00	1.00	0.0%
WRKRS COMP EMPLOYER	20.03	60.00	33.4%
Payroll Expenses - Other	20.39		
Total Payroll Expenses	18,929.24	45,404.00	41.7%
Health Insurance	0.00	10,584.00	0.0%
Total PERSONAL SERVICES-	18,929.24	55,988.00	33.8%
MATERIAL AND SERVICES-			
Contracted Service	805.00	1,500.00	53.7%
Account and Audit	302.00	300.00	100.7%
Bad Debt Expense	0.00	500.00	0.0%
Develop and Comm	0.00	250.00	0.0%
Dues, Fees and Subscriptions	113.26	100.00	113.3%
Insurance-Liability	0.00	3,000.00	0.0%
Legal	1,554.48	3,000.00	51.8%
Maintenance and Repair			
Vehicle Expense			
Gas	447.62	1,200.00	37.3%

Port of The Dalles-MARINA
Profit & Loss Budget vs. Actual-DETAIL
 July 2015 through January 2016

	Jul '15 - J...	Budget	% of Budget
Total Vehicle Expense	447.62	1,200.00	37.3%
Marina			
Marina			
Supplies/Maintenance	4,706.06	4,600.00	102.3%
Total Marina	4,706.06	4,600.00	102.3%
Marina - Other	0.00	0.00	0.0%
Total Marina	4,706.06	4,600.00	102.3%
Maintenance and Repair - Other	0.00	0.00	0.0%
Total Maintenance and Repair	5,153.68	5,800.00	88.9%
Office Supplies	98.57	250.00	39.4%
Travel Expense	0.00	200.00	0.0%
Utilities			
Marina			
Electric Marina			
Lights	732.41	1,250.00	58.6%
Open Moorage	715.08	1,700.00	42.1%
Sewer Pump	302.45	600.00	50.4%
Total Electric Marina	1,749.94	3,550.00	49.3%
Garbage Marina	3,188.01	3,600.00	88.6%
Sewer Marina	2,032.80	7,850.00	25.9%
Water Marina			
Water Marina - Other	6,908.05	4,500.00	153.5%
Total Water Marina	6,908.05	4,500.00	153.5%
Total Marina	13,878.80	19,500.00	71.2%
Office			
Telephone	153.09		
Total Office	153.09		
Utilities - Other	0.00	0.00	0.0%
Total Utilities	14,031.89	19,500.00	72.0%
Total MATERIAL AND SERVICES-	22,058.88	34,400.00	64.1%
CAPITAL OUTLAYS-			
Marina Expense			
Boathouse Improvements	1,521.44	3,000.00	50.7%
Facility Improvements	206.22	60,000.00	0.3%
Total Marina Expense	1,727.66	63,000.00	2.7%
Total CAPITAL OUTLAYS-	1,727.66	63,000.00	2.7%
Total Expense	42,715.78	153,388.00	27.8%
Net Ordinary Income	83,201.87	-18,771.00	-443.2%
Other Income/Expense			
Other Expense			
Other Debt Service	0.00	11,622.00	0.0%
General Operating Contingency	0.00	5,000.00	0.0%
Total Other Expense	0.00	16,622.00	0.0%
Net Other Income	0.00	-16,622.00	0.0%
Net Income	<u>83,201.87</u>	<u>-35,393.00</u>	<u>-235.1%</u>

Port of The Dalles Account QuickReport As of January 31, 2016

Type	Num	Name	Memo	Amount
CSB Checking				
General Checking				
Liability Check	EFT	Oregon Department...	0504064-4	-114.00
Liability Check	22581	United States Treas...	93-6001833	-232.08
Liability Check	EFT	United States Treas...	93-6001833	-2,208.70
Liability Check	EFT	Pers	02501	-531.01
Liability Check	EFT	Pers	02501	-130.90
Check	EFT	Global Pay		-35.90
Check	EFT	Insurance Service ...		-71.40
Check	EFT	Pers		-44.10
Bill Pmt -Check	22582	Angie Wilson		-720.00
Bill Pmt -Check	22583	Bohns Printing		-55.90
Bill Pmt -Check	22584	City Of The Dalles		-386.68
Bill Pmt -Check	22585	H2Oregon		-11.50
Bill Pmt -Check	22586	Hattenhauer Energy...		-57.80
Bill Pmt -Check	22587	Home Depot Credit ...		-223.38
Bill Pmt -Check	22588	Hood River News		-42.00
Bill Pmt -Check	22589	Napa Auto Parts		-17.98
Bill Pmt -Check	22590	Port Of The Dalles ...		-47.97
Bill Pmt -Check	22591	PUD		-537.07
Bill Pmt -Check	22592	Rotary Club of The ...		-20.00
Bill Pmt -Check	22593	Sawyers True Value		-589.90
Bill Pmt -Check	22594	Special Districts As...		-1,610.00
Bill Pmt -Check	22595	Staples Credit Plan		-151.87
Bill Pmt -Check	22596	The Dalles Disposal		-75.10
Paycheck	22597	Andrea L. Klaas		-2,885.92
Paycheck	22600	Kathy J Ursprung		-1,298.01
Paycheck	22599	Kathleen M. Norton		-1,198.78
Paycheck	22598	Gerald L. Rundell		-893.34
Liability Check	EFT	Oregon Department...	0504064-4	-589.00
Liability Check	EFT	United States Treas...	93-6001833	-2,394.76
Deposit		Deposit		4,361.30
Liability Check	EFT	Oregon Department...	0504064-4	-61.84
Bill Pmt -Check	22601	Aero Print		-491.80
Bill Pmt -Check	22602	Andrea Klaas		-246.90
Bill Pmt -Check	22603	At&t		-111.06
Bill Pmt -Check	22604	Cardmember Servic...		-841.55
Bill Pmt -Check	22605	CenturyLink		-351.09
Bill Pmt -Check	22606	Dick, Dick & Corey, ...		-275.00
Bill Pmt -Check	22607	Rotary Club of The ...		-20.00
Liability Check	EFT	Oregon Department...	0504064-4	-578.00
Liability Check	EFT	United States Treas...	93-6001833	-2,349.46
Paycheck	22609	Gerald L. Rundell		-893.35
Paycheck	22610	Kathleen M. Norton		-1,100.52
Paycheck	22608	Andrea L. Klaas		-2,885.92
Paycheck	22611	Kathy J Ursprung		-1,298.03
General Journal				8,645.39
General Journal	AW			-6,025.56
General Journal	AW			-2,140.77
General Journal	AW			4,156.11
General Journal	AW			4,010.32
Total General Checking				-15,672.78
Marina Checking				
Bill Pmt -Check	23712	Bio-Med Testing		-29.00
Bill Pmt -Check	23713	City Of The Dalles		-1,025.86
Bill Pmt -Check	23714	Friend & Reagan, P...	progress billing #2	-302.00
Bill Pmt -Check	23715	Hattenhauer Energy...		-57.75
Bill Pmt -Check	23716	PUD		-438.49
Bill Pmt -Check	23717	Sawyers True Value		-37.48
Bill Pmt -Check	23718	The Dalles Disposal		-413.62
Deposit		Deposit		2,412.88
Bill Pmt -Check	23719	Dick, Dick & Corey, ...		-105.00
General Journal				-4,400.07
Total Marina Checking				-4,396.39

9:13 PM

02/02/16

Accrual Basis

Port of The Dalles
Account QuickReport
As of January 31, 2016

Type	Num	Name	Memo	Amount
Port Develop. Checking				
Bill Pmt -Check	22893	CrestLine Construct...		-58,212.09
Bill Pmt -Check	22894	Due North Media		-1,125.00
Bill Pmt -Check	22895	Tyler Barnes		-630.00
Bill Pmt -Check	22896	PUD		-197.28
Deposit			Deposit	2,430.20
Check	22897	Port Of The Dalles	360 day CD	-2,000,000.00
Check	22898	Port Of The Dalles	182 day CD	-1,000,000.00
Check	22899	Port Of The Dalles	90 day CD	-500,000.00
Check	22900	Port Of The Dalles	60 day CD	-500,000.00
Check	22901	Port Of The Dalles	7 day CD	-200,000.00
Bill Pmt -Check	22902	Cardmember Servic...		-24.74
Bill Pmt -Check	22903	Department of Envir...		-980.00
Bill Pmt -Check	22904	Dick, Dick & Corey, ...		-390.00
Bill Pmt -Check	22905	Harper Houf Peters...		-775.00
Bill Pmt -Check	22906	Kathy Ursprung		-80.10
Bill Pmt -Check	22907	Northwest River Par...		-500.00
Bill Pmt -Check	22908	Andrea Klaas		-367.25
General Journal				-4,245.32
Total Port Develop. Checking				-4,265,096.58
Total CSB Checking				-4,285,165.75
TOTAL				-4,285,165.75

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: February 10, 2016

Subject: F-3.) Approval of Reimbursement District for the Columbia Gorge Industrial Center Water and Sewer

Background:

Bill Dick has been working with City Attorney Gene Parker with regard to this. Prior to this going to Gene an Bill, Dave Anderson, Ken Valentine and I met several times to ensure that all costs associated with both the water and sewer system were captured for inclusion in the reimbursement district.

The total that the Port will be recovering will be \$1,046,001.04 from properties outside the Columbia Gorge Industrial Center development; this could include development of the WM3 property, development of the NWA property and development of the Home At Last property. Land inside the development will be paying their fair share through our land pricing structure.

Staff Recommendation: Enter into the Reimbursement Agreement with the City of The Dalles.

Fiscal Impact: ability to recoup \$1,046,001.64 spent on improvements.

REIMBURSEMENT AGREEMENT

CHENOWITH BUSINESS PARK WATER AND SANITARY SEWER IMPROVEMENTS

This Agreement is entered into by and between Port of The Dalles, an Oregon municipal corporation, hereinafter referred to as the "Developer", and the City of The Dalles, an Oregon municipal corporation, hereinafter referred to as the "City".

WITNESSETH

WHEREAS, the City Council of The Dalles, pursuant to General Ordinance No. 06-1275, created a reimbursement district for water and sanitary sewer system improvements, by adoption of Resolution No. 15-013 on March 9, 2015; and

WHEREAS, Section 6(C) of General Ordinance No. 06-1275 provides that the City Council should provide for the City Manager to enter into an agreement with the Developer pertaining to the reimbursement district improvements; and

WHEREAS, the City Council has determined, consistent with General Ordinance No. 06-1275, that the City Manager should enter into this Agreement on behalf of the City;

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth herein, it is hereby agreed as follows:

1. Creation of Reimbursement District. The parties acknowledge and agree that pursuant to Resolution No. 15-013, the City created a reimbursement district for the construction of water and sanitary sewer system improvements to be constructed as part of the Chenowith Business Park development. Resolution No. 15-013 and the Public Works Director's Report dated February 12, 2015, which was approved by the City Council when the reimbursement district was created, are hereby incorporated herein and made a part of this Agreement by this reference.
2. Inspection of the Improvements. The City has inspected the public improvements and found that they meet all applicable standards, requirements, and codes.
3. Total Amount of Potential Reimbursement. Pursuant to Resolution No. 15-013, the parties agree that the total amount of potential reimbursement to the Developer is \$1,046,001.04. The total amount of potential reimbursement does not exceed the actual cost of the public improvements.
4. Description of the Public Improvements. The public improvements which are the subject of the reimbursement district are described in the Public Works Director's Report dated February 12, 2015.

5. Property Owners Within the Reimbursement District. The affected parcels of property, the owners thereof and the methodology employed by the City to spread the construction cost for the public improvements are set forth in the Public Works Director's Report.
6. Indemnification of City. The Developer shall defend, indemnify and hold harmless the City from any and all losses, claims, damage, judgments or other costs or expense arising as a result of, or related to, the City's establishment of the reimbursement district, including any City costs, expenses and attorney fees related to collection of the reimbursement fee should the City Council decide to pursue collection of an unpaid reimbursement fee under Section 10(K) of General Ordinance No. 06-1275.
7. Developer's Waiver of All Claims Against City. The Developer agrees that the City cannot be held liable for any of the Developer's alleged damages, including all costs and attorney fees under this Agreement, or as a result of any aspect of the formation of the reimbursement district, or the reimbursement district process, and that the Developer waives, and is estopped from bringing any claim of any kind, including a claim in inverse condemnation, because the Developer has benefitted by the City's approval of its development and the required improvements.
8. Guarantee. All work is guaranteed by the Developer for a period of twelve (12) months from the date of acceptance of the reimbursement district public improvements by the City. Developer warrants that all practices and procedures, workmanship and materials were the best available unless otherwise specified. Upon written demand by the City, Developer shall immediately cure any defects in workmanship and/or materials in the improvements. City may use any funds due Developer under this Agreement to correct such defects if Developer fails to do so within thirty (30) days. In the event City takes such action, Developer remains liable for any amount necessary to correct the identified defects (as well as any and all other direct or consequential costs incurred by the City) that exceeds any amount(s) due Developer under this Agreement.
9. Ownership of Public Improvements. The improvements described in this Agreement shall become and remain the sole property of the City.
10. Collection of Reimbursements. The Developer acknowledges that the City is not obligated to pursue collection of the reimbursement from property owners within the district, and that Developer is only entitled to receive such funds actually paid to City by property owners within the district. The Developer's right to reimbursement shall end on March 9, 2030.
11. Administrative Fee. The Developer shall pay an administrative fee in the amount of \$200 for administration of the Agreement by the City. The administrative fee is due and payable to the City at the time the Agreement is signed.
12. Complete Agreement. This Agreement and the documents incorporated by reference constitute the complete agreement between the City and Developer and supersede all prior written or oral discussions or agreements.

IN WITNESS WHEREOF, the City has caused this Agreement to be executed by its duly authorized undersigned officer, and the Developer has executed this Agreement on the date shown below.

PORT OF THE DALLES

Bob McFadden, President

David Griffith, Secretary

STATE OF OREGON)
) ss.
County of Wasco)

The foregoing instrument was acknowledged before me this ____ day of _____, 2016, by Bob McFadden, President, and David Griffith, Secretary, for the Port of The Dalles.

Notary Public for Oregon
My commission expires: _____

CITY OF THE DALLES

by: _____
Julie Krueger, Interim City Manager

STATE OF OREGON)
) ss.
County of Wasco)

The foregoing instrument was acknowledged before me this ____ day of _____, 2016, by Julie Krueger, Interim City Manager for the City of The Dalles.

Notary Public for Oregon
My commission expires: _____

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: February 10, 2016

Subject: G-1.) Staff Report


Background:

PORT OF THE DALLES AGENDA COVER SHEET

Meeting Date: February 10, 2016

Subject: G.1) Staff Report.

Blasting Schedule:

	CREEKSIDE NOTIFICATION SCHEDULE & 2 WEEK LOOK AHEAD				
	Week 1 Dates :	Monday, February 08, 2016	Friday, February 12, 2016		
	Week 2 Dates :	Monday, February 15, 2016	Friday, February 19, 2016		

Note: Moving back to a two a week schedule. Will update as this changes.

Week 1	2/8/2016	2/9/2016	2/10/2016	2/11/2016	2/12/2016	Week 1 Summary
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>TOTAL BLASTING DAYS</u>
	Full Day Drilling	Between 11-3pm Blast	Between 11-3pm Blast	Between 11-3pm Blast	Full Day Drilling	2
Week 2	2/15/2016	2/16/2016	2/17/2016	2/18/2016	2/19/2016	Week 2 Summary
	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>TOTAL BLASTING DAYS</u>
	Full Day Drilling	Between 11-3pm Blast	Full Day Drilling	Between 11-3pm Blast	Full Day Drilling	2

For information and questions please contact: **Glenn Richmond** glennr@crestlineconstruction.com Office # 541-506-4000
Project Engineer

The SDAO Annually Conference had good sessions, and as always, we each came back with best practices, or other ideas to improve operations at the Port of The Dalles. This year SDAO will be focusing their education on Ethics. To receive our insurance credit, each of you will need to participate in an online training. Once I have the link I will forward it on. Next year's conference will be in Portland.

A new service from SDAO is Human Resources consulting through HR Answers. One of my tasks for this year is to update the employee handbook. I was able to meet with Judy Clark of HR Answers at the conference, and she going to continue to review our handbook. We are the first special district to use her services for this. Once she has reviewed it, we'll be making the necessary changes.

Mike Courtney and Jon Davies (Port of HR Commissioner and insurance agent in HR) are planning on hosting Board Trainings for the Special Districts in our region and will hopefully be able to get the smaller districts to attend.

Nolan Young has been hired by Fairview, OR as their new City manager.

\$4,200,000 was invested in CDs at Columbia State Bank to slightly improve our invested funds interest rate.

Kathy U and I met with Amanda Hoey and Carrie Pipinich from MCEDD to talk about Dufur's needs. Our next steps are to meet with Wasco County planning and look at the current zoning map to see where growth might occur and where the industrially zoned land is, meet with Robert Wallace - Mayor of the Dufur, and meet with some of the local business people in town and hear their ideas. The last transformer has moved through The Dalles. Here is nice video that Mike found that shows the entire move https://www.youtube.com/watch?v=pQ_f0BF0pvY

Erik Kerr stopped by to let me know that he and Suzie Shin have had several conversations over the last two weeks. What Erik told her his needs were was consistent with what I told her his needs were - Erik said she told him she was working on some options for him.

Montara's Asian market has opened on Second Street. They have produce, gifts and I think a hot case with food to go. The ribbon cutting was well attended.

There is new business in the Port area by Hage Electric, Gorge Garden Center. This is a spin-off of their store in Hood River. They have organic soils and fertilizers and will have plants this spring.

I had a meeting at the PUD to talk about a new substation in the Columbia Gorge Industrial Center area. Paul Titus will be attending the February Port meeting to bring you more information. BPA will be expanding their substation as well over the next year.

A few interesting tidbits:

There is a new ship is stopping in The Dalles this summer. If all the cruise boats are full they will bring 18,000 passengers to The Dalles this summer.

Orchard View Farms' optical cherry sorter will be the largest sorter in the USA once it's installed this spring. Underwood fruit in Dallesport is also installing a similar unit which will be operational this summer.

Sherman County has approved a solar project that will cover 100A in solar panels.

MCMC currently employs 1,004 people and they estimate that their economic contribution to the community is \$75million annually.

March 2016 Routine Lock Maintenance Closure. The Corps is preparing for the annual scheduled maintenance outage on the Columbia Snake River System. Bonneville, The Dalles and John Day will be closed from March 5th-March 20th, and McNary, Ice Harbor, Lower Monumental, Little Goose, and Lower Granite will be closed from March

5th- March 26th. For more information on this year's scheduled outage, contact the Portland District at 503-808-4339 and Walla Walla District at 509-527-7113.

Winter 2016-17 Extended Lock Closure. The Portland and Walla Walla Districts of the Corps of Engineers continue to systematically prepare for major repairs on the Columbia Snake River System. Together, they have announced December 12, 2016 through March 20, 2017 for the [next extended closure](#). Significant repairs will take place at Bonneville, The Dalles, McNary, Ice Harbor, Lower Monumental and Little Goose navigation locks. Details on the repairs to be completed at each project can be found on our [Extended Closure Fact Sheet](#).

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: February 10, 2016

Subject: G-2.) Marketing & Communication Update

Background:

Land Marketing:

- Met or visited by phone with a number of local businesses in January in conjunction with the Port employment survey, including Dakine, Mid-Columbia Producers, USDA, US Watermaker, Gorge Granite, Hage Electric, SAPA. Key issues that emerged from these discussions centered around temporary worker challenges and skilled trades.
- Met with Rolf Anderson to strategize on joint marketing this year. Among the items discussed were new brochures, more video filming, trade shows and familiarization tours with industry leaders.

Wetland AARP/Regional General Permit

- Pre-filing wetland application work will be completed this week and the applications will be filed after January meeting minutes are approved and included.

Other

- Completed an employment survey of the Port Industrial area. Current employment stands at 1,147 with seasonal fluctuations.
- The employment survey feeds into an infographic that I am working on to simply illustrate how the Port uses and reuses the 1985 bond funds to continue to develop buildable land. This seems to be an area where many people express confusion.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: February 10, 2016

Subject: G-3.) Marina Update

Background:

We continue to work with Devco to find a solution to the water system. Ed is working on some options to redesign the system to address the hot water in the summer and freezing pipes in the winter. Angie is looking into getting another opinion on the water system.

In the 102 days since the marina water went on winter status the system has been shut down to avoid freezing a total of 29 days. The winter water users were not billed for those 29 days.

The process to find a new owner/manager for the Marina continues. I may have an update from the Yacht Club by meeting time. At this point there has been no other interest expressed.

There have been no sightings of the sea lion, Ray, since the last attempt to trap him in November. Now the other large sea lion, Buddy, has taken over Ray's space. Buddy's is very wary of humans and his routine will limit trapping opportunities. ODFW continue to monitor the two known locations where the sea lions have been hauling out. We are provided updates when they are available.

Recently The Dalles disposal refused to pick up the Marina garbage because of a large amount of construction debris. Mark Roth reviewed the security camera and was able to determine it did not come from Marina tenants. Unfortunately he was not able to see the license plate number of the vehicle that was used to haul the debris in.

