

**PORT OF THE DALLES COMMISSION**  
**Regular Meeting Minutes**  
**March 08, 2017**  
**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, David Griffith, Kristi Timmons, Staci Coburn

Staff: Andrea Klaas, Executive Director; Kathy Norton, Director's Assistant; Kathy Ursprung, Marketing & Communications; Bill Dick, Attorney

Guests: None

Pledge of Allegiance: Commissioner Weast

**AGENDA CORRECTIONS or ADDITIONS**

None at this time

**VISITOR BUSINESS** (for items not already on the agenda)

1. The Dalles Main Street BR&E Program Presentation: Jeremiah Paulsen, The Dalles Main Street Executive Director and Matthew Klebes, BR&E Program Coordinator outlined the program strategy, objectives and outcomes.

**PORT CALENDAR/EVENTS**

Andrea Klaas reviewed the March and April 2017 calendars. Andrea will not be available to attend KODL Coffee Break on 3/10/17. Commission Weast and Kathy Norton will attend in her place.

**ACTION ITEMS**

1. **February 15, 2017 Regular Meeting Minutes approved as presented.**
2. **February, 2017 Financial Reports reviewed and approved as presented.**
3. **Motion to ratify the action of granting BKB Management a 60-day extension to close, from March 1, 2017 to May 1, 2017. M/M.Courtney, S/S.Coburn Motion approved unanimously.**
4. **By Consensus the Board directed Staff to prepare written comments from the Port to the Gorge Commission pertaining to the update of the Management Plan.**
5. **Motion to approve Resolution #2017-002 authorizing a transfer of funds between departments of the General Fund, the Port Development Fund, and the Marina Fund of the Port of The Dalles Budget, making appropriations and authorizing expenditures for fiscal year ending June, 30, 2017. M/M.Courtney, S/S.Coburn. Motion approved 4/1 with Commission Timmons opposing.**
6. **Motion to approve an expenditure of no more than \$3,800.00 for renewal of the wetlands delineation for the Columbia Gorge Industrial Center. M/S.Coburn, S/M.Courtney. Motion approved unanimously.**

**STAFF REPORT**

1. *Director's Report* – Andrea Klaas provided full report in meeting packet. Oregon Public Ports Quarterly Meeting update: OSMB has \$5.5M available for facility improvements. Grants due April 15, 2017. \$100,000 available for small project grants. \$2.2M for MAP grants. DC

lobbyist for Oregon Ports reported Fed gov't is operating on a continuing resolution through April, 2018. President Trump focused on infrastructure projects. Port of Portland Terminal 6 being transferred back to the Port from private ownership; Oregon hired a resiliency officer who is working on a Statewide plan; Home Builders Association made a pitch asking Ports' support to file suit against FEMA and NMF about the biological opinion that was enacted through the 9<sup>th</sup> Circuit Court. OPPA agreed to support this effort; Gorge Commission held three listening session regarding the Scenic Area 2020 Management Plan update; provided make of new Riverfront Trail plans as they pertain to the marina parking lot.

2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Recruitment & Creation – Wetlands: Need approval to expend up to \$3,800 to proceed with wetland delineation confirmation and renewal; Food Businesses: Continuing to pursue grants for project feasibility study; Industrial Center Entrance: Hoping for better weather so the sign can be completed this month; Marketing Materials: Continuing work on updating marketing material. Adding more information to the Port's website. Retention – Workforce education project has recruited three Port-area businesses as potential career mentors to local high school students; Other – Dufur Chamber of Commerce approved the Dufur Vision and Action Plan with revisions for presentation to the City Council March 16, 2017; Continuing to participate in MCEDD's strategy process; Working on the COT Book for Washington DC trip.
3. *Special Projects Update:* Kathy Norton provided full report in meeting packet. Marina management transfer continues to go well; Meeting with Park District staff to brainstorm ideas for Klindt Cove Park; Got the Oregon State Marina Board Grant to sealcoat and restripe the marina parking lot and replace the damaged restroom doors; Kitchen remodel is progressing; The Dalles Main Street is taking applications for the Oregon Main Street Revitalization Grant.
  - a) Urban Renewal – Commissioner Coburn: General orientation meeting on February 21, 2017. Tanner Elliot elected Chairman. Two 120 days extensions on Granada development.
  - b) Chamber of Commerce: Commissioner Griffith: No quorum at last meeting.
  - c) Wasco EDC – Kathy Ursprung: Taking Dufur Strategic Plan to Dufur City Council.
  - d) COT – Greg Weast/Andrea Klaas: Putting final touches on Projects Book. Have a full docket of appointment including Dept. of Ed and Dept. of Labor. Requesting funding for Mentorship program, scenic area funding and immigration effect locally. Taking similar issues for discussion to State Legislature.

7:40 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.

8:00PM – Back to Regular Session

#### **DECISIONS FROM EXECUTIVE SESSION**

**PUD-Substation Real Estate Agreement:** By consensus the Commission authorized the Executive Director to sign the Real Estate Agreement.

#### **COMMISSION CALL**

1. President G. Weast: Nothing tonight.
2. Commissioner Timmons: Reported she will not seek re-election when her term expires June 30, 2017.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:05PM.

PORT OF THE DALLES:

  
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Greg Weast, President  
Board of Commissioners

ATTEST:

  
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David A. Griffith, Secretary  
Board of Commissioners

DATE APPROVED: 4/12/2017  
Prepared by: K.Norton