

NEWS

Port of The Dalles
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Enhancing the economy of our District.



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For Immediate Release

Date: September 8, 15

Port of The Dalles Commission to Hold Meeting

The Port of The Dalles will hold a Board of Commissioners Meeting Wednesday, September 9, 2015 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 Montira's Thai Restaurant before the meeting.

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

1. Protective Covenants modification
2. Staff Updates

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PORT OF THE DALLES
September 9, 2015
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)*
- E. PORT CALENDAR/EVENTS
- F. CONSENT AGENDA:
 - 1. August 12, 2015 Regular Meeting Minutes
 - 2. August, 2015 Financial Report
- G. ACTION ITEMS:
 - 1. Protective Covenants
 - 2. Wetlands General Permit
 - 3. State of Oregon DSHS Parking
 - 4. November Meeting Date
- H. STAFF REPORT
 - 1. Staff Report
 - 2. Marketing Update
 - 3. Marina Update
 - 4. Reports of Committees
 - a. Urban Renewal – Weast
 - b. Chamber of Commerce –Griffith
 - c. Wasco County EDC –Ursprung
 - d. Community Outreach Team – Klaas
- I. COMMISSION CALL
 - 1. President
 - 2. Other Commissioner business

UPCOMING MEETINGS / EVENTS / DATES:

October 14, 2015 - Port Commission Meeting, Port office, 7:00pm



October 2015

September 2015
 S M T W T F S
 1 2 3 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

October 2015
 S M T W T F S
 1 2 3
 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

November 2015
 S M T W T F S
 1 2 3 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

■ Kathy Ursprung work calendar
 ■ ALK work

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 ■ 9:00 AM OPPIA Conference	2 ■ ... OPPIA Conference	3
4	5 ■ 10:00 AM North Central Advisory Committee Meeting	6 ■ 10:00 AM Suzie	7	8	9 ■ 7:00 AM Chamber Econ. Dev	10
11	12 ■ 8:30 AM KJHR Radio	13 ■ 10:00 AM Suzie ■ 12:00 PM Drive Oregon Board Meeting @ Tue Oct 13, 2015 12pm - 5pm (andrea@portofthedalles.com)	14 ■ 5:00 PM Port Meeting	15	16 ■ 10:00 AM KODL Coffee Break	17
18	19	20 ■ 10:00 AM Suzie	21	22 UAVs and Marine Sciences Newport UAV Test site tour	23	24
25	26 ■ 10:00 AM Suzie	27	28	29	30	31

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: September 9, 2015

Subject: F.) Consent Agenda

Background:

1. August 12, 2015 Regular Meeting Minutes - Included

2. August 2015 Financial Report: August Financials - Included

- a. Late fees have been issued to Marina Tenants that have not been paying on their moorage for 2015-16.
- b. Interest rate for the LGIP account is 5.4%
- c. We have started the Audit process with Friend and Reagan and hope to have it completed soon.

Staff Recommendation:

Fiscal Impact: None

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
August 12, 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, David Griffith, Mike Courtney

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

Guests: Raelynn Ricarte, The Dalles Chronicle

Pledge of Allegiance: Commissioner Weast

AGENDA CORRECTIONS or ADDITIONS

Andrea asked that the executive session be removed from the agenda because there were no executive session items for the meeting.

PUBLIC COMMENT-VISITOR BUSINESS

None at this time.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the August and September, 2015 Calendars.

ACTION ITEMS

1. July 8, 2015 Regular Meeting Minutes corrected by email from Bill Dick: In the Motion to authorize the Port of the Dalles to accept an offer, if made to the Port by Pelican Technology the follow corrections are needed – 4th line change “state to stated” and “know to known”.

July 8, 2015 Regular Meeting Minutes approved as corrected.

2. July, 2015 Financial Report: Angie included a report in the packet. New 2015-16 budget is in. Providing reports on a cash basis; Marina fund has a revenue line for the water system fees that were billed out in June of 2014; General fund reflects purchase of a new phone system for the office; annual dues for MCEDD and Chamber are being paid.

Motion to approve July, 2015 Financial reports as presented. M/G.Weast, S/D.Griffith. Motion approved unanimously.

3. District's Financial Statements: The Port's Auditor, Nate Reagan, recommended the Port switch the District's financial statements from Modified Accrual basis to the Modified Cash basis of accounting. The Commission asked Angie to check with Nate to see how revenue from previous years will be handled with the modified cash basis of accounting.

Motion to switch the Port of The Dalles District's financial statements from Modified Accrual basis to Modified Cash basis effective June 30, 2015. M/G.Weast, S/M.Courtney. Motion approved unanimously.

4. Baker Boathouse Moorage Fees: Kathy Norton presented a request by Kathryn Baker asking the Port to waive her boathouse moorage fees because the sea lion on her deck makes it impossible for her to use the boathouse. Commission discussion points, the Port did not invite the sea lion and has done everything in its power to discourage the sea lion. The Port has no authority to remove the sea lion and to do so would be violating Federal Law. ODFW has provided Baker's with information on how to build a bull-rail to protect their deck. The Port would approve Port staff time to construct and install the bull-rail at Baker's cost.

Motion to deny Baker's request to have boathouse moorage fees waived. M/M.Courtney, S/D.Griffith. Motion approved unanimously.

5. **DHS Lease:** Mike Courtney declared a conflict of interest. Oregon Department of Human Services is looking for some additional parking to accommodate their fleet vehicles so those cars are not taking up client parking spaces. The property manager, MVP Properties, asked if there was space at the Port that could be used. The gravel area north of the Port paved parking area would accommodate about 10 cars.

Staff recommendation is that the Port lease DHS the space north of the paved area on a mon-to-month basis for a fee of \$100 and require proof of insurance and liability coverage to satisfy our insurance agent.

No Motion.

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas provided full report in meeting packet. Jerry and I met with Lockheed to determine location for the monitoring well; Interesting Federal Legislation – Sea Lion Bill gets hearing; City and County both approved the Enterprise Zone agreement for Pelican; Floodplain remapping will be handled in two parts – getting the Crates Building done and then focusing on the rest of the Port land that may be impacted by the floodplain; Received \$20,000 grant award letter from Port Planning and Marketing Fund. Beginning discussion about creative ideas for the Klindt Drive lots around businesses, public space, etc., will be hosting a small group to brainstorm ideas; Bob and I met with Ray Bucheger and Mark Freeman as part of their annual tour of Oregon Ports. One issue they will look into for us is where is the discussion about Forest Fires being handled as Natural Disasters.
2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Land Marketing – Marketing work over the past month focused on planning, preparing and promoting the Up in the Air and Down by the River Dedication Party; concentrated advertising locally and in the Portland markets to make people more aware of the land available at the CGIC; transition to a new phase of marketing focusing more on direct marketing targeting specific industries including sporting goods, uav's, food processing and wildland firefighting related business.
Wetland Regional General Permit – TAC reconvened on July 9, 2015 for the negotiation portion of the process between landowners, community stakeholders and regulations; ground work established during the May tours helped guide the group to a tentative agreement on development and mitigation strategy; Terra Science submitted a Development and Compensatory Mitigation Feasibility Report; quite a bit of work remains before we file for the application. Commissioner Griffith asked what was being done to market the airport property. Kathy responded that the property is on our website, we attended a conference and jointly promoted the Port and Airport properties, there is a video being developed to promote the airport property that will also play on a screen at the airport. Commissioner McFadden questioned what Klickitat County and the City of The Dalles is doing to promote the airport property.
3. *Marina Update:* Kathy Norton provided report in meeting packet. Preventative maintenance plan has been drafted; delinquent activity at the Marina has slowed; Gate codes are still being changed monthly; one of the pumps for the sewer pump system has stopped working, Jerry is working with Lundell Plumbing to get it replaced; Devco Mechanical has taken charge of the water system until April, 2016; all material to relocate the Port boathouse to A-dock have been received, Jerry will start that project. Commission would like to do a Marina walk-through. Kathy will schedule it and let the Commission know.
4. *Reports of Committees:*
 - a) Urban Renewal – Commissioner Weast: No meeting. Things happening – possible announcement next month.
 - b) Chamber of Commerce: Commissioner Griffith: New Membership/Events Coordinator; change in financial reporting; 9/17/2015 Annual Chamber bbq.

- c) Wasco EDC – Kathy Ursprung: Meeting tomorrow with Ready for Business Committee, one focus will be to find ways to help Wasco County community to improve their web presence for bigger economic development.
- d) COT – Bob McFadden: No meeting.

COMMISSION CALL

- 1. President: Thank you to staff for successful ribbon cutting event. Asked that a work session be scheduled.
- 2. Commissioners:
 - a. Commissioner Griffith asked where we are with innovation spaces. Kathy Ursprung updated the commission on meeting to brainstorm ideas for a collaborative workspace concept. What to do and not do, how to make it good for the community. More information will be provided as it becomes available.
 - b. Commissioner Courtney provided pictures of long standing landscaping violations in the Port area. Asked staff to take action to enforce compliance. Andrea will draft a letter to the business owners citing the violations for Commission McFadden's signature.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 7:45PM.

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 Balance Sheet by Class As of August 31, 2015

	General ...	Marina F...	Port Develo...	Unc...	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
Cash-With County	1,856.21	0.00	0.00	0.00	1,856.21
CSB Checking					
General Checking	27,411.38	0.00	0.00	0.00	27,411.38
Marina Checking	0.00	82,090.02	0.00	0.00	82,090.02
Port Develop. Checking	0.00	0.00	-19,653.23	0.00	-19,653.23
Total CSB Checking	27,411.38	82,090.02	-19,653.23	0.00	89,848.17
LGIP					
Marina Services	0.00	51,754.68	0.00	0.00	51,754.68
Port Develop	0.00	0.00	1,542,863.41	0.00	1,542,863.41
General	388,471.67	0.00	0.00	0.00	388,471.67
Total LGIP	388,471.67	51,754.68	1,542,863.41	0.00	1,983,089.76
Petty Cash	74.51	68.54	144.10	0.00	287.15
Total Checking/Savings	417,813.77	133,913.24	1,523,354.28	0.00	2,075,081.29
Accounts Receivable					
Accounts Receivable					
General	6,751.65	0.00	0.00	0.00	6,751.65
Marina	24.20	50,095.90	0.00	0.00	50,120.10
Port Development.	0.00	0.00	2,429.08	0.00	2,429.08
Total Accounts Receivable	6,775.85	50,095.90	2,429.08	0.00	59,300.83
Total Accounts Receivable	6,775.85	50,095.90	2,429.08	0.00	59,300.83
Total Current Assets	424,589.62	184,009.14	1,525,783.36	0.00	2,134,382.12
Other Assets					
Due To Other Funds	-72,929.84	0.00	0.00	0.00	-72,929.84
Due From Other Funds	0.00	72,929.84	0.00	0.00	72,929.84
Note Receivable					
SWPF- M General Note	72,929.84	0.00	0.00	0.00	72,929.84
City Of the Dalles Airport Well	151,516.38	0.00	0.00	0.00	151,516.38
Total Note Receivable	224,446.22	0.00	0.00	0.00	224,446.22
Contract Receivable					
CCC#5CPD	0.00	0.00	22,980.19	0.00	22,980.19
Tum-A-Lum	0.00	0.00	113,691.43	0.00	113,691.43
WICI-BLDG	0.00	0.00	50,077.66	0.00	50,077.66
WICI-LAND	0.00	0.00	30,818.13	0.00	30,818.13
Total Contract Receivable	0.00	0.00	217,567.41	0.00	217,567.41
Amount To Be Provided					
IFA Loan #14005	0.00	0.00	2,137,500.00	0.00	2,137,500.00
Total Amount To Be Provided	0.00	0.00	2,137,500.00	0.00	2,137,500.00
Taxes Receivable	26,121.46	0.00	0.00	0.00	26,121.46
Total Other Assets	177,637.84	72,929.84	2,355,067.41	0.00	2,605,635.09
TOTAL ASSETS	602,227.46	256,938.98	3,880,850.77	0.00	4,740,017.21
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable					
General	57.35	0.00	0.00	0.00	57.35
Port Development	0.00	0.00	266,792.45	0.00	266,792.45
Total Accounts Payable	57.35	0.00	266,792.45	0.00	266,849.80
Total Accounts Payable	57.35	0.00	266,792.45	0.00	266,849.80

**Port of The Dalles
 Balance Sheet by Class
 As of August 31, 2015**

	General ...	Marina F...	Port Develo...	Unc...	TOTAL
Other Current Liabilities					
Deferred Revenue					
CCC#5 CPD	0.00	0.00	22,980.19	0.00	22,980.19
Taxes	23,601.73	0.00	0.00	0.00	23,601.73
Tum A Lum	0.00	0.00	113,691.43	0.00	113,691.43
WICI-Bldg	0.00	0.00	49,899.93	0.00	49,899.93
WICI-Land	0.00	0.00	30,995.86	0.00	30,995.86
Total Deferred Revenue	23,601.73	0.00	217,567.41	0.00	241,169.14
IFA Loan #14005	0.00	0.00	2,137,500.00	0.00	2,137,500.00
Note Payable					
SPWF-Marina loan to General	0.00	72,929.84	0.00	0.00	72,929.84
Total Note Payable	0.00	72,929.84	0.00	0.00	72,929.84
Payroll Liabilities					
P/R Taxes Payable- Pers	1,144.90	0.00	0.00	0.00	1,144.90
P/R Taxes Payable-State	571.09	0.00	0.00	0.00	571.09
P/R Taxes Payable-FICA	1,334.46	0.00	0.00	0.00	1,334.46
P/R Taxes Payable-Federal	996.00	0.00	0.00	0.00	996.00
Payroll Liabilities - Other	164.01	0.00	0.00	0.00	164.01
Total Payroll Liabilities	4,210.46	0.00	0.00	0.00	4,210.46
Total Other Current Liabilities	27,812.19	72,929.84	2,355,067.41	0.00	2,455,809.44
Total Current Liabilities	27,869.54	72,929.84	2,621,859.86	0.00	2,722,659.24
Total Liabilities	27,869.54	72,929.84	2,621,859.86	0.00	2,722,659.24
Equity					
Fund Balance					
Unrestricted	646,547.76	-0.14	4,556,339.12	0.00	5,202,886.74
Fund Balance - Other	2,046.82	0.00	0.00	0.00	2,046.82
Total Fund Balance	648,594.58	-0.14	4,556,339.12	0.00	5,204,933.56
Unrestricted Net Assets	-67,005.43	71,582.50	-3,027,692.09	0.00	-3,023,115.02
Net Income	-7,231.23	112,426.78	-269,656.12	0.00	-164,460.57
Total Equity	574,357.92	184,009.14	1,258,990.91	0.00	2,017,357.97
TOTAL LIABILITIES & EQUITY	602,227.46	256,938.98	3,880,850.77	0.00	4,740,017.21

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 Cash Basis

Port of The Dalles Monthly Activity Report by Fund August 2015

	General Fu...	Marina Fund	Port Devel...	TOTAL
Ordinary Income/Expense				
Income				
Or. St. Marine Board Grant	2,999.00	0.00	0.00	2,999.00
Transient Moorage				
Guests	250.00	0.00	0.00	250.00
Transient Moorage - Other	90.00	0.00	0.00	90.00
Total Transient Moorage	340.00	0.00	0.00	340.00
Map Grant	9,500.00	0.00	0.00	9,500.00
Interest From Earnings	412.11	25.97	774.30	1,212.38
Prior Yr Property Tax	955.63	0.00	0.00	955.63
Interest From Contracts				
CCC#5-CPDLLC	0.00	0.00	123.49	123.49
Tum-A-Lum	0.00	0.00	667.15	667.15
WICI-BLDG	0.00	0.00	130.83	130.83
WICI-LAND	0.00	0.00	212.60	212.60
Total Interest From Contracts	0.00	0.00	1,134.07	1,134.07
Misc. Income	0.00	0.00	50.00	50.00
lease-land/Facility	2,800.00	0.00	0.00	2,800.00
Land Sales				
CCC#5-CPDLLC	0.00	0.00	971.18	971.18
Tum-A-Lum	0.00	0.00	668.38	668.38
WICI-BLDG	0.00	0.00	336.47	336.47
WICI-LAND	0.00	0.00	546.74	546.74
Total Land Sales	0.00	0.00	2,522.77	2,522.77
Marina				
Misc. Income				
Security Screen	0.00	30.00	0.00	30.00
Total Misc. Income	0.00	30.00	0.00	30.00
Revenue				
Boathouse				
Water	0.00	1,148.30	0.00	1,148.30
BH Sewer	0.00	2,274.93	0.00	2,274.93
Lates Fees	0.00	75.00	0.00	75.00
Moorage Fees	0.00	34,996.85	0.00	34,996.85
Total Boathouse	0.00	38,495.08	0.00	38,495.08
Open Moorage				
Water	0.00	136.26	0.00	136.26
Annual Moorage Fee	0.00	5,341.28	0.00	5,341.28
Electric	0.00	136.26	0.00	136.26
Total Open Moorage	0.00	5,613.80	0.00	5,613.80
Total Revenue	0.00	44,108.88	0.00	44,108.88
Total Marina	0.00	44,138.88	0.00	44,138.88
Property Tax	646.64	0.00	0.00	646.64
Total Income	17,653.38	44,164.85	4,481.14	66,299.37
Gross Profit	17,653.38	44,164.85	4,481.14	66,299.37
Expense				
PERSONAL SERVICES-				
Payroll Expenses				
Wages				
Marketing/Communications	0.00	0.00	3,916.66	3,916.66
Salary- Exec. Director	0.00	0.00	8,333.34	8,333.34
Maintenance Supervisor	1,543.12	835.08	0.00	2,378.20
Admin/Marina Specialist	1,984.00	704.00	0.00	2,688.00
Total Wages	3,527.12	1,539.08	12,250.00	17,316.20

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Port of The Dalles Monthly Activity Report by Fund August 2015

	General Fu...	Marina Fund	Port Devel...	TOTAL
FICA-EMPLOYER	269.82	117.73	937.13	1,324.68
PERS EMPLOYER	44.10	0.00	0.00	44.10
WRKRS COMP EMPLOYER	4.98	2.04	8.00	15.02
Payroll Expenses - Other	0.00	0.00	0.00	0.00
Total Payroll Expenses	3,846.02	1,658.85	13,195.13	18,700.00
Contracted Services	0.00	805.00	0.00	805.00
Health Insurance	3,718.86	0.00	1,058.97	4,777.83
Total PERSONAL SERVICES-	7,564.88	2,463.85	14,254.10	24,282.83
MATERIAL AND SERVICES-				
Transient Moorage Expense				
Transient Moorage Utilities	21.25	0.00	0.00	21.25
Total Transient Moorage Expense	21.25	0.00	0.00	21.25
Develop and Comm	215.57	0.00	46.15	261.72
Dues, Fees and Subscriptions	1,111.50	0.00	0.00	1,111.50
Insurance-Liability	1,763.68	0.00	0.00	1,763.68
Legal	260.00	30.00	3,790.00	4,080.00
Maintenance and Repair				
Weed Control/landscaping	18.31	0.00	0.00	18.31
Shop	128.92	0.00	0.00	128.92
Office	31.53	0.00	0.00	31.53
Vehicle Expense				
Repair	42.27	0.00	0.00	42.27
Gas	137.57	48.14	0.00	185.71
Total Vehicle Expense	179.84	48.14	0.00	227.98
Marina				
Marina				
Other	0.00	1,882.57	0.00	1,882.57
Total Marina	0.00	1,882.57	0.00	1,882.57
Total Marina	0.00	1,882.57	0.00	1,882.57
Maintenance and Repair - Other	0.00	307.43	0.00	307.43
Total Maintenance and Repair	358.60	2,238.14	0.00	2,596.74
Launch Ramp				
Launch Ramp Water	125.27	0.00	0.00	125.27
Launch Ramp Electric	42.46	0.00	0.00	42.46
Total Launch Ramp	167.73	0.00	0.00	167.73
Office Supplies	202.86	58.57	0.00	261.43
Travel Expense	863.23	0.00	215.55	1,078.78
Utilities				
Marina				
Electric Marina				
Lights	0.00	106.75	0.00	106.75
Open Moorage	0.00	45.63	0.00	45.63
Sewer Pump	0.00	38.75	0.00	38.75
Total Electric Marina	0.00	191.13	0.00	191.13
Garbage Marina				
Sewer Marina	0.00	620.43	0.00	620.43
Water Marina	0.00	833.76	0.00	833.76
Total Marina	0.00	2,214.87	0.00	2,214.87
Industrial				
Industrial Water	660.98	0.00	90.02	751.00
Total Industrial	660.98	0.00	90.02	751.00

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Port of The Dalles Monthly Activity Report by Fund August 2015

	<u>General Fu...</u>	<u>Marina Fund</u>	<u>Port Devel...</u>	<u>TOTAL</u>
Office				
Water Office				
Shop	334.60	0.00	0.00	334.60
Total Water Office	<u>334.60</u>	<u>0.00</u>	<u>0.00</u>	<u>334.60</u>
Office Electric	181.16	0.00	0.00	181.16
Garbage Office	75.10	0.00	0.00	75.10
Telephone	638.10	0.00	0.00	638.10
Total Office	<u>1,228.96</u>	<u>0.00</u>	<u>0.00</u>	<u>1,228.96</u>
Total Utilities	1,889.94	2,214.87	90.02	4,194.83
Marketing Expenses				
Media/Promo	0.00	0.00	7,154.90	7,154.90
Other	0.00	0.00	110.00	110.00
Marketing Expenses - Other	0.00	0.00	697.07	697.07
Total Marketing Expenses	<u>0.00</u>	<u>0.00</u>	<u>7,961.97</u>	<u>7,961.97</u>
Total MATERIAL AND SERVICES-	6,854.36	4,541.58	12,103.69	23,499.63
CAPITAL OUTLAYS-				
Engineering/Consultants	0.00	0.00	1,985.00	1,985.00
Land Acquisition/Development	0.00	0.00	215,005.44	215,005.44
PDF- Facility Improvements	0.00	0.00	6,532.50	6,532.50
Marina Expense				
Boathouse Improvements	0.00	548.32	0.00	548.32
Total Marina Expense	<u>0.00</u>	<u>548.32</u>	<u>0.00</u>	<u>548.32</u>
Total CAPITAL OUTLAYS-	<u>0.00</u>	<u>548.32</u>	<u>223,522.94</u>	<u>224,071.26</u>
Total Expense	<u>14,419.24</u>	<u>7,553.75</u>	<u>249,880.73</u>	<u>271,853.72</u>
Net Ordinary Income	<u>3,234.14</u>	<u>36,611.10</u>	<u>-245,399.59</u>	<u>-205,554.35</u>
Net Income	<u><u>3,234.14</u></u>	<u><u>36,611.10</u></u>	<u><u>-245,399.59</u></u>	<u><u>-205,554.35</u></u>

7:37 AM
 09/04/15
 Cash Basis

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

	<u>Jul - Aug 15</u>	<u>Budget</u>	<u>% of ...</u>
Ordinary Income/Expense			
Income			
Or. St. Marine Board Grant	2,999.00		
Transient Moorage	487.50	3,000.00	16.3%
Map Grant	9,500.00	9,000.00	105.6%
Interest From Earnings	798.79	462.00	172.9%
Prior Yr Property Tax	1,957.28	13,061.00	15.0%
Interest From Contracts	0.00	2,172.00	0.0%
Misc. Income	35.18	100.00	35.2%
lease-land/Facility	5,300.00	10,000.00	53.0%
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	1,734.61	281,195.00	0.6%
Total Income	<u>22,812.36</u>	<u>334,500.00</u>	<u>6.8%</u>
Gross Profit	22,812.36	334,500.00	6.8%
Expense			
PERSONAL SERVICES-	19,205.43	112,047.00	17.1%
MATERIAL AND SERVICES-	17,314.65	151,250.00	11.4%
CAPITAL OUTLAYS-	0.00	15,000.00	0.0%
Total Expense	<u>36,520.08</u>	<u>278,297.00</u>	<u>13.1%</u>
Net Ordinary Income	-13,707.72	56,203.00	-24.4%
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>-13,707.72</u></u>	<u><u>-143,797.00</u></u>	<u><u>9.5%</u></u>

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

	<u>Jul - Aug...</u>	<u>Budget</u>	<u>% of B...</u>
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	397.50	1,000.00	39.8%
Transient Moorage - Other	90.00		
Total Transient Moorage	487.50	3,000.00	16.3%
Map Grant	9,500.00	9,000.00	105.6%
Interest From Earnings	798.79	462.00	172.9%
Prior Yr Property Tax	1,957.28	13,061.00	15.0%
Interest From Contracts			
MARINA	0.00	2,172.00	0.0%
Total Interest From Contracts	0.00	2,172.00	0.0%
Misc. Income	35.18	100.00	35.2%
lease-land/Facility	5,300.00	10,000.00	53.0%
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	1,734.61	281,195.00	0.6%
Total Income	22,812.36	334,500.00	6.8%
Gross Profit	22,812.36	334,500.00	6.8%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Salary- Exec. Director	3,787.88	47,895.00	7.9%
Maintenance Supervisor	3,083.99	21,424.00	14.4%
Admin/Marina Specialist	3,456.00	21,115.00	16.4%
Total Wages	10,327.87	90,434.00	11.4%
FICA-EMPLOYER	790.08	9,000.00	8.8%
PERS EMPLOYER	135.74	4,000.00	3.4%
Unemployment Payments	0.00	1.00	0.0%
WRKRS COMP EMPLOYER	10.34	1,512.00	0.7%
Payroll Expenses - Other	0.00		
Total Payroll Expenses	11,264.03	104,947.00	10.7%
Health Insurance	7,941.40	7,100.00	111.9%
Total PERSONAL SERVICES-	19,205.43	112,047.00	17.1%
MATERIAL AND SERVICES-			
Transient Moorage Expense			
Transient Dues, Fees and Subs.	0.00	350.00	0.0%
Transient Moorage Utilities	37.47	1,000.00	3.7%
Total Transient Moorage Expense	37.47	1,350.00	2.8%
Contracted Service	875.00	23,000.00	3.8%
Account and Audit	0.00	20,000.00	0.0%
Develop and Comm	562.69	10,000.00	5.6%
Dues, Fees and Subscriptions	3,702.90	10,000.00	37.0%
Insurance-Liability	1,763.68	11,000.00	16.0%
Legal	460.00	5,000.00	9.2%
Maintenance and Repair			
Weed Control/landscaping	58.31	8,000.00	0.7%
Shop	195.37	3,000.00	6.5%
Office	31.53	6,400.00	0.5%

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 09/04/15
 Cash Basis

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

	<u>Jul - Aug...</u>	<u>Budget</u>	<u>% of B...</u>
Vehicle Expense			
Repair	42.27	1,000.00	4.2%
Gas	269.09	1,500.00	17.9%
Total Vehicle Expense	<u>311.36</u>	<u>2,500.00</u>	12.5%
Maintenance and Repair - Other	0.00	0.00	0.0%
Total Maintenance and Repair	<u>596.57</u>	<u>19,900.00</u>	3.0%
Launch Ramp			
Cleaning Service Launch Ramp	0.00	8,400.00	0.0%
Launch Ramp Water	250.54	1,800.00	13.9%
Launch Ramp Electric	84.23	1,500.00	5.6%
Launch Ramp - Other	192.94	300.00	64.3%
Total Launch Ramp	<u>527.71</u>	<u>12,000.00</u>	4.4%
Office Supplies	617.07	6,000.00	10.3%
Office Equipment	3,107.11	3,000.00	103.6%
Staff Development/Enhance	0.00	5,000.00	0.0%
Travel Expense	985.97	10,000.00	9.9%
Utilities			
Industrial			
Industrial Water	1,110.28	3,000.00	37.0%
Industrial - Other	0.00	0.00	0.0%
Total Industrial	<u>1,110.28</u>	<u>3,000.00</u>	37.0%
Office			
Water Office			
Shop	737.24	3,000.00	24.6%
Total Water Office	<u>737.24</u>	<u>3,000.00</u>	24.6%
Office Electric	322.78	1,900.00	17.0%
Garbage Office	150.20	900.00	16.7%
Telephone	1,757.98	6,200.00	28.4%
Office - Other	0.00	0.00	0.0%
Total Office	<u>2,968.20</u>	<u>12,000.00</u>	24.7%
Total Utilities	<u>4,078.48</u>	<u>15,000.00</u>	27.2%
Total MATERIAL AND SERVICES-	<u>17,314.65</u>	<u>151,250.00</u>	11.4%
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-	<u>0.00</u>	<u>15,000.00</u>	0.0%
Total Expense	<u>36,520.08</u>	<u>278,297.00</u>	13.1%
Net Ordinary Income	-13,707.72	56,203.00	-24.4%
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>	0.0%
Net Other Income	<u>0.00</u>	<u>-200,000.00</u>	0.0%
Net Income	<u><u>-13,707.72</u></u>	<u><u>-143,797.00</u></u>	<u>9.5%</u>

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 09/04/15
 Cash Basis

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

	<u>Jul - Aug 15</u>	<u>Budget</u>	<u>% of ...</u>
Ordinary Income/Expense			
Income			
Interest From Earnings	1,612.75	2,633.00	61.3%
Interest From Contracts	2,204.32	12,879.00	17.1%
Loan	0.00	112,500.00	0.0%
matching grants	0.00	520,000.00	0.0%
Misc. Income	50.00		
Land Sales	5,111.44	800,000.00	0.6%
Total Income	<u>8,978.51</u>	<u>1,448,012.00</u>	<u>0.6%</u>
Gross Profit	8,978.51	1,448,012.00	0.6%
Expense			
PERSONAL SERVICES-	22,962.64	132,439.00	17.3%
MATERIAL AND SERVICES-	24,219.75	211,240.00	11.5%
CAPITAL OUTLAYS-	321,821.37	2,860,000.00	11.3%
Total Expense	<u>369,003.76</u>	<u>3,203,679.00</u>	<u>11.5%</u>
Net Ordinary Income	-360,025.25	-1,755,667.00	20.5%
Other Income/Expense			
Other Income			
transfer from other funds	0.00	150,000.00	0.0%
Total Other Income	<u>0.00</u>	<u>150,000.00</u>	<u>0.0%</u>
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	<u>0.00</u>	<u>283,000.00</u>	<u>0.0%</u>
Net Other Income	<u>0.00</u>	<u>-133,000.00</u>	<u>0.0%</u>
Net Income	<u><u>-360,025.25</u></u>	<u><u>-1,888,667.00</u></u>	<u><u>19.1%</u></u>

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

	<u>Jul - Aug 15</u>	<u>Budget</u>	<u>% of ...</u>
Ordinary Income/Expense			
Income			
Interest From Earnings	1,612.75	2,633.00	61.3%
Interest From Contracts			
CCC#5-CPDLLC	192.21	1,216.00	15.8%
Tum-A-Lum	1,338.16	7,740.00	17.3%
WICI-BLDG	345.99	2,429.00	14.2%
WICI-LAND	327.96	1,494.00	22.0%
Total Interest From Contracts	<u>2,204.32</u>	<u>12,879.00</u>	<u>17.1%</u>
Loan	0.00	112,500.00	0.0%
matching grants	0.00	520,000.00	0.0%
Misc. Income	50.00		
Land Sales			
CCC#5-CPDLLC	1,997.13	13,015.00	15.3%
Tum-A-Lum	1,332.97	8,287.00	16.1%
WICI-BLDG	881.66	6,691.00	13.2%
WICI-LAND	899.68	4,118.00	21.8%
Land Sales - Other	0.00	767,889.00	0.0%
Total Land Sales	<u>5,111.44</u>	<u>800,000.00</u>	<u>0.6%</u>
Total Income	<u>8,978.51</u>	<u>1,448,012.00</u>	<u>0.6%</u>
Gross Profit	8,978.51	1,448,012.00	0.6%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Marketing/Communications	7,833.32	51,000.00	15.4%
Salary- Exec. Director	12,500.01	47,895.00	26.1%
Total Wages	<u>20,333.33</u>	<u>98,895.00</u>	<u>20.6%</u>
FICA-EMPLOYER	1,555.49	7,696.00	20.2%
PERS EMPLOYER	0.00	400.00	0.0%
WRKRS COMP EMPLOYER	14.85	674.00	2.2%
Payroll Expenses - Other	0.00		
Total Payroll Expenses	<u>21,903.67</u>	<u>107,665.00</u>	<u>20.3%</u>
Health Insurance	1,058.97	24,774.00	4.3%
Total PERSONAL SERVICES-	<u>22,962.64</u>	<u>132,439.00</u>	<u>17.3%</u>
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	<u>0.00</u>	<u>49,000.00</u>	<u>0.0%</u>
Contracted Service	1,568.75	50,000.00	3.1%
Develop and Comm	46.15	5,000.00	0.9%
Legal	6,130.00	20,000.00	30.7%
Office Supplies	0.00	2,000.00	0.0%
Travel Expense	215.55		
Utilities			
Industrial			
Industrial Water	90.02		
Total Industrial	<u>90.02</u>		
Office			
Telephone	17.50	240.00	7.3%
Total Office	<u>17.50</u>	<u>240.00</u>	<u>7.3%</u>
Total Utilities	<u>107.52</u>	<u>240.00</u>	<u>44.8%</u>
Marketing Expenses			
Grant	0.00	10,000.00	0.0%

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 Cash Basis

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

	<u>Jul - Aug 15</u>	<u>Budget</u>	<u>% of ...</u>
Media/Promo	15,344.71	55,000.00	27.9%
Other	110.00		
Travel	0.00	20,000.00	0.0%
Marketing Expenses - Other	697.07		
Total Marketing Expenses	<u>16,151.78</u>	<u>85,000.00</u>	<u>19.0%</u>
Total MATERIAL AND SERVICES-	<u>24,219.75</u>	<u>211,240.00</u>	<u>11.5%</u>
CAPITAL OUTLAYS-			
Engineering/Consultants	11,485.74	100,000.00	11.5%
Land Acquisition/Development	303,803.13	2,500,000.00	12.2%
PDF- Facility Improvements	6,532.50	10,000.00	65.3%
Partnership Projects	0.00	250,000.00	0.0%
Total CAPITAL OUTLAYS-	<u>321,821.37</u>	<u>2,860,000.00</u>	<u>11.3%</u>
Total Expense	<u>369,003.76</u>	<u>3,203,679.00</u>	<u>11.5%</u>
Net Ordinary Income	-360,025.25	-1,755,667.00	20.5%
Other Income/Expense			
Other Income			
transfer from other funds			
General Fund	0.00	150,000.00	0.0%
Total transfer from other funds	<u>0.00</u>	<u>150,000.00</u>	<u>0.0%</u>
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	<u>0.00</u>	<u>283,000.00</u>	<u>0.0%</u>
Net Other Income	0.00	-133,000.00	0.0%
Net Income	<u><u>-360,025.25</u></u>	<u><u>-1,888,667.00</u></u>	<u><u>19.1%</u></u>

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 09/04/15
 Cash Basis

Port of The Dalles-MARINA
Profit & Loss Budget vs. Actual-SUMMARY
 July through August 2015

	<u>Jul - Aug 15</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Interest From Earnings	55.84	317.00	17.6%
SDAO Grant	0.00	3,000.00	0.0%
Marina	78,119.60	131,300.00	59.5%
Total Income	<u>78,175.44</u>	<u>134,617.00</u>	<u>58.1%</u>
Gross Profit	78,175.44	134,617.00	58.1%
Expense			
PERSONAL SERVICES-	5,361.22	55,988.00	9.6%
MATERIAL AND SERVICES-	6,992.24	34,400.00	20.3%
CAPITAL OUTLAYS-	548.32	63,000.00	0.9%
Total Expense	<u>12,901.78</u>	<u>153,388.00</u>	<u>8.4%</u>
Net Ordinary Income	65,273.66	-18,771.00	-347.7%
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>65,273.66</u></u>	<u><u>-35,393.00</u></u>	<u><u>-184.4%</u></u>

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

	<u>Jul - Au...</u>	<u>Budget</u>	<u>% of B...</u>
Ordinary Income/Expense			
Income			
Interest From Earnings	55.84	317.00	17.6%
SDAO Grant	0.00	3,000.00	0.0%
Marina			
Misc. Income			
Security Screen	30.00	300.00	10.0%
Misc. Income - Other	0.00	0.00	0.0%
Total Misc. Income	30.00	300.00	10.0%
Revenue			
Boathouse			
Water	2,144.60	4,500.00	47.7%
BH Sewer	4,775.84	10,112.00	47.2%
Lates Fees	150.00		
Moorage Fees	57,270.06	88,766.00	64.5%
Total Boathouse	64,340.50	103,378.00	62.2%
Open Moorage			
Water	344.97	207.00	166.7%
Annual Moorage Fee	12,534.16	26,145.00	47.9%
Electric	344.97	1,270.00	27.2%
Total Open Moorage	13,224.10	27,622.00	47.9%
Grants	0.00	0.00	0.0%
Revenue - Other	0.00	0.00	0.0%
Total Revenue	77,564.60	131,000.00	59.2%
Special Projects Assessment			
Water System	525.00		
Total Special Projects Assessment	525.00		
Total Marina	78,119.60	131,300.00	59.5%
Total Income	78,175.44	134,617.00	58.1%
Gross Profit	78,175.44	134,617.00	58.1%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Salary- Exec. Director	378.79	7,560.00	5.0%
Maintenance Supervisor	1,672.41	11,536.00	14.5%
Admin/Marina Specialist	2,176.00	21,115.00	10.3%
Total Wages	4,227.20	40,211.00	10.5%
FICA-EMPLOYER	323.39	3,132.00	10.3%
PERS EMPLOYER	0.00	2,000.00	0.0%
Unemployment Payments	0.00	1.00	0.0%
WRKRS COMP EMPLOYER	5.63	60.00	9.4%
Payroll Expenses - Other	0.00		
Total Payroll Expenses	4,556.22	45,404.00	10.0%
Contracted Services	805.00		
Health Insurance	0.00	10,584.00	0.0%
Total PERSONAL SERVICES-	5,361.22	55,988.00	9.6%
MATERIAL AND SERVICES-			
Contracted Service	0.00	1,500.00	0.0%
Account and Audit	0.00	300.00	0.0%
Bad Debt Expense	0.00	500.00	0.0%
Develop and Comm	0.00	250.00	0.0%
Dues, Fees and Subscriptions	-8.40	100.00	-8.4%
Insurance-Liability	0.00	3,000.00	0.0%
Legal	150.00	3,000.00	5.0%

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 09/04/15
 Cash Basis

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

	<u>Jul - Au...</u>	<u>Budget</u>	<u>% of B...</u>
Maintenance and Repair			
Vehicle Expense			
Gas	91.74	1,200.00	7.6%
Total Vehicle Expense	91.74	1,200.00	7.6%
Marina			
Marina			
Other	1,981.57		
Total Marina	1,981.57		
Marina - Other	0.00	0.00	0.0%
Total Marina	1,981.57	0.00	100.0%
Maintenance and Repair - Other	565.27	4,600.00	12.3%
Total Maintenance and Repair	2,638.58	5,800.00	45.5%
Office Supplies	98.57	250.00	39.4%
Travel Expense	0.00	200.00	0.0%
Utilities			
Marina			
Electric Marina			
Lights	213.45	1,250.00	17.1%
Open Moorage	107.11	1,700.00	6.3%
Sewer Pump	73.00	600.00	12.2%
Total Electric Marina	393.56	3,550.00	11.1%
Garbage Marina	1,106.09	3,600.00	30.7%
Sewer Marina	1,667.52	7,850.00	21.2%
Water Marina			
Water Marina - Other	946.32	4,500.00	21.0%
Total Water Marina	946.32	4,500.00	21.0%
Total Marina	4,113.49	19,500.00	21.1%
Utilities - Other	0.00	0.00	0.0%
Total Utilities	4,113.49	19,500.00	21.1%
Total MATERIAL AND SERVICES-	6,992.24	34,400.00	20.3%
CAPITAL OUTLAYS-			
Marina Expense			
Boathouse Improvements	548.32	3,000.00	18.3%
Facility Improvements	0.00	60,000.00	0.0%
Total Marina Expense	548.32	63,000.00	0.9%
Total CAPITAL OUTLAYS-	548.32	63,000.00	0.9%
Total Expense	12,901.78	153,388.00	8.4%
Net Ordinary Income	65,273.66	-18,771.00	-347.7%
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>65,273.66</u>	<u>-35,393.00</u>	<u>-184.4%</u>

**Port of The Dalles
A/R Aging Summary
As of August 31, 2015**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Aaron Wymore-#B14	0.00	1,667.92	0.00	0.00	0.00	1,667.92
Al Wynn	0.00	0.00	0.00	1,637.50	0.00	1,637.50
Anthony Delucca	0.00	0.00	1,294.20	0.00	0.00	1,294.20
Anthony Stout	0.00	0.00	0.00	24.20	0.00	24.20
Brian Perkey	0.00	0.00	0.00	1,003.80	255.00	1,258.80
Bryan Barnhart	0.00	0.00	674.80	0.00	0.00	674.80
Charter Communication	0.00	0.00	0.00	0.00	6,651.65	6,651.65
Chris Brace	0.00	1,045.42	0.00	0.00	0.00	1,045.42
Chris Rice	0.00	723.61	0.00	0.00	0.00	723.61
Christopher Schanno	0.00	108.50	0.00	0.00	0.00	108.50
Crates Point Development	0.00	1,094.66	0.00	0.00	0.00	1,094.66
Crestline Construction Co..	0.00	100.00	0.00	0.00	0.00	100.00
D. Chris Kresin	0.00	0.00	-47.40	0.00	0.00	-47.40
Daniel Bonham	0.00	0.00	0.00	0.00	48.42	48.42
Daniel Jackson	0.00	0.00	-200.47	0.00	0.00	-200.47
Darden, Hollie	0.00	0.00	0.00	207.48	0.00	207.48
David Krause-#A7	0.00	0.00	717.00	0.00	0.00	717.00
Dodge, Richard Todd	0.00	0.00	966.00	0.00	0.00	966.00
Doug Doty	0.00	0.00	665.00	0.00	0.00	665.00
Eric Macnab	0.00	1,545.76	0.00	0.00	0.00	1,545.76
Garrett Boothe,-#B11	0.00	0.00	2,222.50	0.00	920.08	3,142.58
Gavin Vanderpool	0.00	0.00	708.79	0.00	0.00	708.79
Gordon Sickinger-#C4	0.00	999.85	0.00	0.00	0.00	999.85
Horst Peppel	0.00	0.00	520.05	0.00	0.00	520.05
Howard Gladman- #D7	0.00	0.00	0.00	0.00	-18.25	-18.25
James Stager	0.00	0.00	-0.02	0.00	0.00	-0.02
Jamie Carrico	0.00	0.00	0.00	0.00	48.42	48.42
Jean Underhill-B13	0.00	1,628.14	0.00	272.16	0.00	1,900.30
Jeff Renard- #A3	0.00	0.00	2,337.16	0.00	564.76	2,901.92
Jeff Schneider/Louise Gruver	0.00	0.00	0.00	0.00	74.60	74.60
John Crompton -#C2	0.00	0.00	745.08	0.00	0.00	745.08
John(Mike) Mengis	0.00	1,438.60	0.00	272.16	0.00	1,710.76
Joshua Molnar	0.00	1,935.86	0.00	0.00	0.00	1,935.86
Judy Hart	0.00	0.00	0.00	677.10	0.00	677.10
Judy Ringo	0.00	0.00	437.37	0.00	0.00	437.37
Julie Vanderdasson-#D1	0.00	0.00	459.20	0.00	0.00	459.20
Kase Limmeroth	0.00	1,726.42	0.00	0.00	0.00	1,726.42
Keef Morgan	0.00	950.96	0.00	0.00	0.00	950.96
Kenny Wearly	0.00	0.00	-161.06	0.00	0.00	-161.06
Kristi McCavic-#D9	0.00	1,912.24	0.00	0.00	0.00	1,912.24
Lewis Dexter	0.00	0.00	0.00	161.98	0.00	161.98
Matthew Jellum	0.00	-1.20	0.00	0.00	0.00	-1.20
Melissa L Pishion	0.00	0.00	0.00	50.53	0.00	50.53
Michael Irish	0.00	0.00	520.05	0.00	0.00	520.05
Michael Knoff	0.00	0.00	0.00	0.00	-0.63	-0.63
Michelle and Jeff Fetkenhour	0.00	0.00	0.00	810.45	0.00	810.45
Michelle Harmon/Corey Harmon	0.00	0.00	0.00	1,184.79	0.00	1,184.79

7:36 AM

09/04/15

**Port of The Dalles
A/R Aging Summary
As of August 31, 2015**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Mike Kasinger	0.00	1,988.50	0.00	0.00	0.00	1,988.50
Norcor	0.00	0.00	0.00	0.00	0.00	0.00
Randy Roe	0.00	0.00	0.00	0.00	1,512.00	1,512.00
RB Koch - C17	0.00	0.00	0.00	2,779.42	0.00	2,779.42
Robert Furman	0.00	0.00	0.00	0.00	-642.79	-642.79
Ron Vergeer, #B20	0.00	1,121.88	0.00	0.00	0.00	1,121.88
Scott Gayer - #D13	0.00	1,274.48	0.00	0.00	0.00	1,274.48
Silas Torrey	0.00	0.00	0.00	1,693.50	0.00	1,693.50
Steve Carlson	0.00	0.00	-377.57	0.00	0.00	-377.57
Steve Kelsey-Rodney Mai - #B10	0.00	1,024.77	0.00	0.00	0.00	1,024.77
Todd Meislahn, C-16	0.00	2,532.55	0.00	0.00	0.00	2,532.55
Tom Lichty	0.00	0.00	0.00	1,257.90	0.00	1,257.90
Tum-A-Lum Lumber Co.	0.00	1,335.46	0.00	0.00	0.00	1,335.46
Wasco Investment Company	0.00	-1.02	-0.02	0.00	0.00	-1.04
Wylesha Wilcox	0.00	0.00	0.00	220.58	0.00	220.58
TOTAL	0.00	26,153.36	11,480.66	12,253.55	9,413.26	59,300.83

24/53

7:33 AM
 09/04/15
 Cash Basis

Port of The Dalles Account QuickReport As of August 31, 2015

Type	Num	Name	Memo	Paid Amo...
CSB Checking				
General Checking				
Transfer			Funds Transfer	5,000.00
Check	EFT	Global Pay		-35.90
Check	EFT	Pers		-44.10
Check	EFT	Health Republic Ins...		-3,457.06
Check	EFT	Insurance Service ...		-261.80
Deposit			Deposit	12,350.00
Deposit			Deposit	3,289.00
Bill Pmt -Check	22430	Andrea Klaas		-286.15
Bill Pmt -Check	22431	Bohns Printing		-141.06
Bill Pmt -Check	22432	City Of The Dalles.		-1,120.85
Bill Pmt -Check	22433	Hattenhauer Energy...		-48.14
Bill Pmt -Check	22434	InContact		-22.40
Bill Pmt -Check	22435	Oregon Business M...		-24.95
Bill Pmt -Check	22436	Oregon Economic ...		-1,000.00
Bill Pmt -Check	22437	PUD		-244.87
Bill Pmt -Check	22438	Rotary Club of The ...		-40.00
Bill Pmt -Check	22439	Sawyers True Value		-171.19
Bill Pmt -Check	22440	Staples Credit Plan		-61.80
Bill Pmt -Check	22441	The Dalles Disposal		-75.10
Transfer			Funds Transfer	10,000.00
Paycheck	22423	Andrea L. Klaas		-2,884.92
Paycheck	22425	Kathleen M. Norton		-944.28
Paycheck	22424	Gerald L. Rundell		-813.79
Paycheck	22426	Kathy J Ursprung		-1,298.01
Liability Check	EFT	Oregon Department...	0504064-4	-552.00
Liability Check	EFT	United States Treas...	93-6001833	-2,242.90
Liability Check	EFT	Pers	02501	-531.01
Paycheck	22442	Andrea L. Klaas		-2,884.91
Paycheck	22443	Gerald L. Rundell		-813.78
Paycheck	22444	Kathleen M. Norton		-1,027.82
Paycheck	22445	Kathy J Ursprung		-1,298.03
Bill Pmt -Check	22446	Home Depot Credit ...		-49.84
Bill Pmt -Check	22447	CenturyLink		-153.46
Bill Pmt -Check	22448	Dick, Dick & Corey, ...		-260.00
Bill Pmt -Check	22449	At&t		-110.93
Bill Pmt -Check	22450	Cardmember Servic...		-882.08
Bill Pmt -Check	22451	CenturyLink		-351.31
Bill Pmt -Check	22452	SDIS		-1,763.68
General Journal	AW			14,853.98
General Journal	AW			-5,651.38
General Journal	AW			-8,375.26
General Journal	AW			1,566.51
General Journal	AW			0.00
General Journal	AW			12,460.13
Total General Checking				19,594.86
Marina Checking				
Bill Pmt -Check	23662	City Of The Dalles.		-1,403.31
Bill Pmt -Check	23663	Ernies Locks & Keys		-190.00
Bill Pmt -Check	23664	Hattenhauer Energy...		-48.14
Bill Pmt -Check	23665	PUD		-191.13
Bill Pmt -Check	23666	Sawyers True Value		-224.40
Bill Pmt -Check	23667	Staples Credit Plan		-58.57
Bill Pmt -Check	23668	The Dalles Disposal		-620.43
Bill Pmt -Check	23669	The Dalles Iron Wor...		-175.00
Bill Pmt -Check	23661	Angie Wilson		-805.00
Deposit			Deposit	11,609.39
Deposit			Deposit	32,530.69
Bill Pmt -Check	23670	Dick, Dick & Corey, ...		-30.00
Bill Pmt -Check	23671	Home Depot Credit ...		-790.41
Bill Pmt -Check	23672	Marina Accessories		-1,358.51
General Journal	AW			-1,658.85
Total Marina Checking				36,586.33

7:33 AM
 09/04/15
 Cash Basis

Port of The Dalles Account QuickReport As of August 31, 2015

Type	Num	Name	Memo	Paid Amo...
Port Develop. Checking				
Transfer			Funds Transfer	10,000.00
Deposit			Deposit	1,144.67
Bill Pmt -Check	22829	Andrea Klaas		-215.55
Bill Pmt -Check	22830	BiCoastal Media		-600.00
Bill Pmt -Check	22831	Bohns Printing		-156.00
Bill Pmt -Check	22832	Columbia River Affo...		-110.00
Bill Pmt -Check	22833	CrestLine Construct...		-213,322.37
Bill Pmt -Check	22834	Harper Houf Peters...		-1,985.00
Bill Pmt -Check	22835	Haystack Broadcast...		-360.00
Bill Pmt -Check	22836	Larson/Wynn, INC.		-480.00
Bill Pmt -Check	22837	LRS Architects		-1,683.07
Bill Pmt -Check	22838	Portland Business J...		-3,000.00
Bill Pmt -Check	22839	PUD		-90.02
Bill Pmt -Check	22840	SDIS		-1,058.97
Bill Pmt -Check	22841	Staples Credit Plan		-89.91
Bill Pmt -Check	22842	Sweet Treats		-479.00
Bill Pmt -Check	22843	The Dalles Chronicle		-1,579.90
Bill Pmt -Check	22844	The Dalles Main Str...		-500.00
Bill Pmt -Check	22845	Westwind Frame an...		-106.35
Transfer			Funds Transfer	26,000.00
Deposit			Deposit	1,227.66
Deposit			Deposit	1,335.53
Transfer			Funds Transfer	200,000.00
Bill Pmt -Check	22846	Cardmember Servic...		-546.96
Bill Pmt -Check	22847	Dick, Dick & Corey, ...		-3,790.00
Bill Pmt -Check	22848	Tenneson Engineeri...		-6,532.50
General Journal	AW			-13,195.13
Total Port Develop. Checking				-10,172.87
Total CSB Checking				46,008.32
TOTAL				46,008.32

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: September 9, 2015

Subject: G.) Action Items

Background:

1. Protective Covenants - Included

Proposed protective covenants for lots 11-23. These are effectively the same covenants that we are using for the existing development. The change that is made is to allow the owner to combine the lots into one "subject property" and then apply the covenants to one large area instead of applying them to each individual lot, which is impracticable. There was no change to lot coverage, landscaping requirements or setbacks. Having agreed upon protective covenants is a condition of closing.

Proposed Motion: Move to adopt the Columbia Gorge Industrial Center Subdivision protective covenants for lots 11-23 as presented.

2. Regional General Wetlands Permit (Background information included)

The process we began in 2013 to address the wetlands issues on The Dalles industrial land has reached the point where we are starting to prepare an application to the Division of State Lands, which we hope to file in September or October.

One urgent decision that needs to be made before we can do that is whether or not to apply for a General Permit or an Advance Aquatic Resource Plan. Copied below are brief descriptions of the two options (actually three because of the different permit responsibility options described).

Due to August scheduling challenges, we still have a few outstanding questions of Kirk Jarvey at DSL, but we do hope to pursue a decision from the Port Commission at the Sept. 9 meeting. We are scheduled to talk to Kirk this week and provide a few more answers on Tuesday, and possibly a recommended action

Staff recommendation will be provided via email before the meeting.

3. Oregon Department of Human Services Lease

MVP Properties is managing the building where Oregon Department of Human Services (DHS) is, located across the street from the Port office. DHS is looking for some additional parking to accommodate their fleet vehicles so those cars are not taking up client parking spaces, and MVP asked if there

was space at the Port that could be used. I had Jerry measure the gravel area North of the paved area, and it could accommodate about 10 cars.

Proposed Motion: To help meet their parking needs I would recommend that we lease DHS that space on a month to month basis for a fee of \$100 and require that we are furnished with insurance and liability coverage to satisfy our insurance agent.

4. November Meeting Date

- a. The November Port Commission Regular Meeting date falls on Veteran's Day which is a National Holiday.
- b. **Suggested Motion: Motion to move November meeting to November 4th or 18th.**

After recording return to:

DECLARATION OF PROTECTIVE COVENANTS

This Declaration of Protective Covenants is applicable to Lots 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22 and 23 of the Columbia Gorge Industrial Center Subdivision, The Dalles Industrial Center, City of The Dalles, County of Wasco, State of Oregon under Subdivision Plat dated July 23, 2015 (the "Subject Property").

WHEREAS, Port of The Dalles, a municipal corporation of the State of Oregon, hereinafter referred to as the Declarant, is the owner in fee simple of the Subject Property, all being a part of the Columbia Gorge Industrial Center Subdivision, a duly recorded plat; and

WHEREAS, Port of The Dalles on September 9, 2015 at the regularly scheduled meeting of the Port Commission adopted and approved the particular Protective Covenants for the Subject Property within the Columbia Gorge Industrial Center Subdivision; and

WHEREAS, the Port Commission authorized and directed at its regularly scheduled meeting on September 9, 2015, that these Protective Covenants be recorded in the Wasco County Deed Records for the purpose of giving notice that the Subject Property within the Columbia Gorge Industrial Center Subdivision is both benefitted and burdened thereby; and

WHEREAS, the Declarant desires to declare of public record its intentions to establish and secure the enforcement of these Protective Covenants upon the use and development of the Subject Property.

NOW, THEREFORE, by this instrument the Declarant does hereby certify and declare that the Protective Covenants, adopted and approved by the Port of The Dalles on September 9, 2015, a full and complete copy of which said Protective Covenants are attached hereto, marked "Exhibit A," and by reference incorporated herein, shall become and are hereby created, declared, and established for the Subject Property and made a part of all conveyances of the Subject Property and shall by reference become a part of any such conveyances and shall apply thereto as fully and with the same effect as if set forth in full therein.

These Protective Covenants shall run with the land and remain in full force and effect in perpetuity. The burdens and benefits of the Protective Covenants touch and concern the land and bind the heirs, successors, and assigns of the Subject Property.

IN WITNESS WHEREOF, the Declarant has executed this instrument this 9th day of September, 2015 by its officers duly authorized thereto.

PORT OF THE DALLES, a municipal
corporation of the State of Oregon

By: _____
Printed Name: _____
Title: _____

By: _____
Printed Name: _____
Title: _____

STATE OF OREGON)
) ss.
COUNTY OF WASCO)

This instrument was acknowledged before me on _____, 2015, by
_____, _____ of Port of The Dalles, an
Oregon municipal corporation, on its behalf.

Notary Public - State of Oregon

STATE OF OREGON)
) ss.
COUNTY OF WASCO)

This instrument was acknowledged before me on _____, 2015, by
_____, _____ of Port of The Dalles, an
Oregon municipal corporation, on its behalf.

Notary Public - State of Oregon

EXHIBIT A

PROTECTIVE COVENANTS

Columbia Gorge Industrial Center Subdivision

The Dalles Industrial Center
September 9, 2015

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Summary

Purpose: The purpose of these *Protective Covenants* is to guide the design of development of the Subject Property in the Columbia Gorge Industrial Center Subdivision of The Dalles Industrial Center so as to improve the working efficiency of the property, enhance the visual amenities, and provide protection from undesirable development in order to enhance property values. As a minimum, the City of The Dalles Land Use & Development Ordinance 98-1222 (LUDO) must be met.

Setbacks: *Front Yard*
I (Industrial) Zone: 10 feet from the front property line.

Side Yards - No buildings or structures within 10 feet from the side property line.

Adjacent to the Riverfront Trail, the rear yard setback shall be minimum of 5 feet, for all other rear yards there is no setback.

Lot Coverage: The maximum area that can be covered by the principal building, accessory buildings, and future additions shall not exceed 60 percent of the total area.

Buildings: The portion of the exterior of any building facing a public street and/or the Riverfront Trail shall use colors, textures, materials, windows, doors, entry ways or other elements to reduce visual monotony. These elements shall be arranged in a way that creates an appearance consistent with the character of the project.

Parking: No on-street parking shall be permitted in the Industrial Center.

Screening: Sight-obscuring screening is required for outside storage and other similar uses. The Screening may consist of fencing, landscaping/berming or other method of Screening.

Landscaping: *Front Yard* - the minimum area of landscaping shall be 100% of the required setback area.
Riverfront Trail - the minimum area of landscaping shall be 100% of the required 5' setback.

Additional Requirements

I (Industrial) Zone: In addition to the front yard landscaping, an additional 4% of the total site shall be landscaped.

A site must be developed with a minimum of five trees per acre per lot but the trees may be spaced throughout the entire site. The use of berms, varying ground contours, and lawn is encouraged wherever possible.

Permanently installed irrigation systems are required in all landscape areas unless landscaping is "drought resistant".

Lot/Site: If all of the lots subject to these Protective Covenants are developed by the property owner under one site plan, or if all of the lots comprising the Subject Property are consolidated into a single lot, the setbacks, lot coverage and other restrictions herein shall be applied to the entire site or consolidated lot rather than on a lot by lot basis.

INTRODUCTION

These Protective Covenants of the Columbia Gorge Industrial Center Subdivision, The Dalles Industrial Center, have been prepared in order to guide the design of development in this specific area of The Dalles Industrial Center. The implementation of these standards will improve the working efficiency and visual amenities of the developable areas while providing latitude and flexibility to serve a wide range of industrial and commercial users. These standards provide protection from undesirable development and will enhance property values. The Port considers these standards to be minimum, assuming firms locating at its facilities will wish to do the finest possible job in their own self-interest.

The development of sites of the Columbia Gorge Industrial Center Subdivision of The Dalles Industrial Center shall conform to the applicable zoning regulations and laws of the jurisdictions in which the property is located. As a minimum, City of The Dalles Land Use & Development Ordinance 98-1222 (LUDO) must be met.

These Protective Covenants shall be applied to, and are applicable to, the real property described as follows: Lots 11-23 of the Columbia Gorge Industrial Center Subdivision, The Dalles Industrial Center, City of The Dalles, County of Wasco, State of Oregon.

Part I PLAN REVIEW

POLICY -

The Port of The Dalles will review all developments proposed in order to insure compliance with these Protective Covenants. All plans and correspondence shall be submitted to the Port of The Dalles' Executive Director, 3636 Klindt Drive, The Dalles, OR 97058.

As outlined in this section, the Port will review both the preliminary plan and then a detailed plan. Whenever practical the following plan reviews may take place in conjunction with meetings with the City of The Dalles planner. The Port's review will be limited to two distinct areas:

1. Conformance to the detailed requirements such as setbacks, screening and other specific requirements set forth in these Protective Covenants.
2. Subjective design elements such as colors, textures, materials, windows, doors, entry ways or other elements to reduce visual monotony to insure compliance with the intent of the Port to provide a quality development. Design will be reviewed with respect to compatibility, use of indigenous materials and functional efficiency.

PHASE I: PRELIMINARY PLAN REVIEW

This phase shall begin with a predesign conference between the Executive Director, or his nominee and the developer and/or his

representative. There shall be sufficient schematic sketches to indicate how the proposal would conform with the Protective Covenants. Material presented should include, but not be limited to, a site plan, building plans as necessary and a time and work phase schedule with estimated completion dates.

PHASE II: DETAILED PLAN REVIEW

Presentations shall address themselves to conditions of approval that may have been made earlier or to new elements which were not present previously.

Materials presented should be sufficiently informative to provide a detailed understanding of the project and should include but not be limited to:

1. A site plan at the scale as required by the City of The Dalles LUDO showing the location of all buildings, driveways, walkways, landscaping features, parking areas, traffic flow direction and open space area.
2. Any terrain change.
3. Signs and outdoor lighting.
4. Block elevations for each exposure.
5. Perspective sketches or other graphical presentation as necessary.
6. Illustrations or small representative samples, as practical, of materials/colors to be used.

In the event that substantial changes to the project are necessary following this Phase II Detailed Plan Review, the Port may require that revised preliminary plans be resubmitted for review.

PHASE III:

1. **Underground Utilities** - As-built drawings of the underground utilities within any Port of The Dalles easement area shall be furnished to the Port after installation.
2. **Inspection of Facilities** - The Port of The Dalles will conduct inspections of the site accompanied by a representative of the property owner during the construction period to determine conformance with the approved final plans. Changes which materially affect the previously approved plans shall be submitted to the Port for approval.
3. **Future Remodeling & Additions** - Following the completion of the project represented in the plans reviewed by the Port under the foregoing plan review process, whenever a subsequent building permit is required plans shall be submitted to the Port before any construction, remodeling, alterations, or additions are undertaken.

RESPONSE OF PORT

The Port shall respond to any request(s) for review or approval under these Protective Covenants in a timely manner and, where required, conduct the necessary review at the next regularly scheduled Commission meeting. The landowner may request a special Commission meeting should the next regularly scheduled meeting delay the timeline of development.

Part II DEVELOPMENT STANDARDS

A. LAND USE AND ZONING

At a minimum, the City of The Dalles LUDO shall be satisfied or appropriate variances or permits issued by the City of The Dalles. In addition:

1. No noxious or offensive trade, business, or activity shall be conducted within The Dalles Industrial Center, nor shall anything be done therein which may be or become a nuisance to The Dalles Industrial Center.
2. **Setbacks** - No buildings or structures shall be permitted in any required setback. Loading operations, including maneuvering areas, are not permitted in the required front, side and rear yard setback areas unless specifically approved by the Port.

Front Yard – This setback is reserved entirely for landscaping (see Site Development Standards 4(a)). No buildings, structures, fences, parking, or other uses permitted in this setback.

• **I (Industrial) Zone** - 10 feet from the front property line.

Side yards - There shall be a 10 foot setback from the side property line(s) for all buildings and structures. When mutual access is required or included as part of the plan, then there will be no side yard setback along that property line. Fences and landscaping may be placed within the side property line(s) setback.

Rear Yard Adjacent to the Riverfront Trail - The rear yard setback shall be minimum of 5 feet, all other rear yards have no setback.

Corner lots - All yard areas adjacent to streets shall be designated front yards.

B. CONSTRUCTION & MATERIALS

1. **Lot Coverage: I Zone** - The maximum area that may be covered by the principal building, accessory buildings and future additions shall not exceed 60 percent of the total lot area without prior approval of the Port.
2. **Materials** - The position of the exterior of any building facing a public street and/or the Riverfront Trail, shall use colors, textures, materials, windows, doors, entry ways or other elements to reduce visual monotony. These elements shall be arranged in a way that creates an appearance consistent with the character of the project.

Side building walls facing interior Columbia Gorge Industrial Center Subdivision roadways must also incorporate design elements mentioned above.

These requirements also apply to any accessory building other than temporary structures.

Illustrations or small representations of material samples, as practical, may be required for review. The type, style and color of all exterior materials shall be submitted to the Port for approval upon request.

All buildings shall be of permanent-type construction. Trailers, mobile offices and other temporary structures will not be allowed except for use during construction and as a short-term, temporary use.

3. **Roof Utilities** - The Port of The Dalles will approve the color of all exposed utilities, towers, conveyors and exposed processing equipment. All roof utilities shall be screened and designed, as far as practical, to minimize noise.

C. ACCESS

At a minimum, the City of The Dalles LUDO shall be satisfied. In addition:

Location and Number - There shall be no more than two driveways to the site from any one street. Additional access for sites with more than 500 feet of street frontage will be considered on a case-by-case basis.

D. PARKING

At a minimum, the parking standards for the City of The Dalles LUDO shall be used. In addition: No on-street parking will be permitted.

E. LOADING

1. Loading operations, including maneuvering areas, are not permitted in the required front, side and rear yard setback areas unless specifically approved by the Port.
2. **Truck Loading Area** - No on-street loading or maneuvering will be permitted.
3. **Screening** - Loading areas located in side yards shall be set back and screened to minimize the effect from the street and neighboring properties. Loading doors and docks shall not be located on the street side(s) of the building unless specifically approved by the Port.

F. SITE DEVELOPMENT STANDARDS (Landscaping)

At a minimum, the landscaping standards for the City of The Dalles LUDO shall be used. In addition:

1. **Landscape Plan Review** - Landscaping shall not be clustered in a single area. All landscape work proposed for each development shall be approved by the Port. The design of all landscaping will be evaluated by the Port for its compatibility with surrounding design and the local environment. Detailed landscape plans must be submitted with the materials

presented to the Port during Detailed Plan Review under Phase II above and receive Port approval under that process prior to installation.

2. **Materials** - A mixture of deciduous and evergreen plant materials is encouraged. There shall be a minimum of five trees per acre per lot but the spacing of the trees may be spread throughout the entire site. The use of berms, varying ground contours and lawn is encouraged wherever practical.
3. **Irrigation** - Permanent underground irrigation systems shall be provided in all landscaped areas at the building main entrances and in front yard landscape setback areas where screening occurs adjacent to the roadway landscaping. Areas not receiving irrigation shall use drought resistant plant material and/or be guaranteed to survive by landscape architect/designer, contractor or property owner.
4. **Front Yard**
 - (a) The minimum landscaping shall be an area equal to one hundred percent (100%) of the standard setback area for the appropriate zone plus any rights of way between the front property line and the street. This provision shall apply to all front yards and to yard areas adjacent to streets designated as front yards (see corner lots). This landscaping shall be located on the street side of all walks, barriers and fences.
 - (b) The landscaping in this area shall be designed to enhance the architectural design of the building. Screening of the parking, storage and loading areas may be included in this area.
5. **Additional Requirements**
 - (a) **Lots adjacent to the Columbia River and Chenoweth Creek** - A five foot wide landscape strip shall be provided adjacent to the full length of Columbia River/Chenoweth Creek. This landscape area shall be designed to make the property compatible with the Riverfront Trail.
 - (b) **I (Industrial) Zone:** In addition to the front yard landscaping, an additional 4% of the total lot shall be landscaped. This 4% includes the 5' wide strip referenced in Part II, F5(a) above and/or any public rights of way between the front property line and the street, if required.
7. **Undeveloped Areas** - Noxious weed growth and roots shall be eradicated by spraying or removing. Applications of herbicides for weed control shall be made only by approved applicator licensed in the State of Oregon.
8. **Screening** - The following list is designed as a guide in the selection of material for the various screening requirements. All landscape material used for screening shall be of sufficient initial size to provide the required degree of screening within five years after installation unless otherwise

specified. The effectiveness of the screening will be evaluated by the Port.

SCREENING LIST

<u>TYPE</u>	<u>HEIGHT (ft)</u>	<u>PURPOSE</u>
Plant Material	0 – 3	Ground Cover
Plant Material	3 – 4	Screen parking area
Plant Material	3 – 5	Enhance property
Slat Fence (color must blend with surroundings)	6	Screen low storage, parking and loading areas
Solid Fence	over 6'	Screen low storage, materials, equipment and loading area
Security Fence	over 6'	Allowed with a building permit
Clipped Evergreen	6- 10	Screen storage, parking loading areas
Semi-open Plant Material	10 – 30	Screen parking, loading and storage of container, enhance property
Deciduous Trees	10 – 30	Screen storage, provide shade, wind break, enhance property
Evergreen Trees	10 – 30	Screen all uses, wind break, enhance property

G. OUTSIDE STORAGE

1. No materials, supplies or equipment (including company owned or operated vehicles) including, but not limited to, trash and garbage receptacles, shall be stored in any area on a site except inside a closed building or behind a visual barrier screening such areas from the view of adjoining properties and/or public street. The adequacy of this screening will be determined by the Port.
2. Garbage and refuse containers shall be concealed by means of a screening wall of material similar to and compatible with that of the building. These elements shall be integral with the concept of the building plan, designed so as not to attract attention and located in the most inconspicuous manner possible.

3. **Flammable** - The storage and handling of flammable liquids including petroleum products shall comply with these standards and the rules and standards of the Oregon State Fire Marshal's Office, the Interstate Commerce Commission and the standards enforced by the appropriate local agency.

H. UTILITIES

1. **Location** - All utilities shall be brought underground as much as practical into the site and to the buildings. Pad-mounted electrical transformers shall be located and screened so as to minimize the viewing from any public street and adjacent properties.
2. **Easements** - Permits or easements shall be obtained from the Port of The Dalles for all utilities crossing Port property, including sanitary sewer, storm sewer, water, gas, electricity and telephone. Conditions for such permits shall provide that:
 - (a) Any interruption in the service of a Port facility shall be coordinated with the Port.
 - (b) Any required removal and replacement of Port facilities in connection with the construction of utilities shall be in conformance with City of The Dalles specifications.
 - (c) Backfilling, compacting and surface finish in Port property shall be in conformance with the applicable City of The Dalles specifications.
 - (d) The City of The Dalles, the Port, its commissioners, agents and employees shall be indemnified from any and all claims and damages which may arise directly or indirectly from the use of the easement areas.

I. SIGNS

At a minimum, the City of The Dalles Area Sign Ordinance (currently found at LUDO 92-1153) shall be followed. Additionally:

1. **General** - All signs are subject to Port approval prior to installation. No flashing or rotating signs will be permitted. Signs on building roofs or fences are prohibited.
2. **Wall Lettering** - Wall lettering is considered a sign and subject to Port approval prior to painting.
3. **Wall Sign** - One sign may be placed upon each of two exterior walls. The sign shall not extend above the eaves or parapet of the wall. The sign size shall not exceed the lesser of one hundred twenty five (125) square feet in surface area or five (5) percent of the wall area on which it is placed. Signs shall not be placed or externally illuminated in a manner which is detrimental to views from adjacent properties or to the safe movement of ground traffic. Sign colors and details shall be submitted to the Port for approval prior to installation.

4. **Free Standing Signs** - A single, freestanding business identification sign shall be permitted. No freestanding advertising signs or billboards will be permitted. Details of any freestanding sign shall be submitted to the Port for approval prior to installation. Directional signs such as "enter", "shipping", etc., are allowed adjacent to each driveway, but shall not exceed four (4) square feet in surface area. Details of any directional signs shall be submitted to the Port for approval prior to installation.
5. **Multiple Tenants** - Where more than one tenant occupies a land parcel under one ownership, the sign surface area of the freestanding sign may be increased upon Port approval. In addition to the wall signs permitted, one wall sign may be placed on an exterior building wall for each tenant. The sign shall not extend above the eaves or parapet of the wall. The sign size shall not exceed twelve square feet in area. Copy on the sign shall be limited to tenant name identification.
6. **Temporary signs** - One temporary real estate sign, for example, "warehouse space available", shall be permitted per street frontage. The display period shall be limited to one year, but may be extended upon Port approval.

J. AREA LIGHTING

The objective of area lighting is to light landscaped areas, freestanding signs, buildings, parking areas, storage areas, and operation areas for decorative or security reasons. The light must not dominate the buildings or landscape, but blend as an integral part of the total development. All lighting shall be shielded from adjoining properties when it would create an annoyance. All permanent utility service for lighting shall be provided by underground facilities. No overhead utility service shall be permitted.

Part III PERFORMANCE STANDARDS

The following performance standards shall apply to all tenants and property owners of the Columbia Gorge Industrial Center Subdivision, The Dalles Industrial Center. The intent of these standards is to avoid creation of a nuisance or unsanitary conditions. As a minimum, the City of The Dalles Land Use & Development Ordinance (LUDO) must be met. Each operation within the Columbia Gorge Industrial Center Subdivision shall comply with all applicable local, state and federal standards and shall not create a nuisance beyond their property boundary because of odor, vibration, noise, dust, smoke or gas. In addition, materials and debris shall be prevented from being windblown or migrating off-site.

A. PROPERTY USE

The use of the site and the buildings and other facilities erected on the site shall comply with the laws, statutes, regulations, ordinances and rulings of the State of Oregon and other governing

agencies having jurisdiction. Further, the buildings and other facilities comprising the development shall comply with the site use plan as approved by the Port of The Dalles under the process outlined in Part I of these Protective Covenants.

B. AIR QUALITY

The emission of any air contaminant shall meet local, State and Federal air quality standards.

1. Firms that are required to obtain local, State and/or Federal permits for emissions/air quality are required to submit a copy of the permit(s) to the Port of The Dalles.
2. *Open burning* - No open burning shall be permitted.

C. NOISE

Industrial and commercial noise sources shall conform to the codes and ordinances of the appropriate federal, state and/or local governmental agency having jurisdiction.

D. HEAT AND GLARE

All operations producing heat or glare, including exterior lighting, shall be conducted so that they do not create a nuisance beyond the property line.

E. WASTE MATERIAL

All materials, including wastes, shall be stored and all properties maintained in a manner which will not attract or aid the propagation of insects or rodents or in any way create a health hazard.

F. WATER AND SOLID WASTE POLLUTION

No liquid or solid waste disposal will be allowed on the site or into adjacent drainage ditches, storm sewers, sloughs or other waterways. The discharge of treated or untreated sewage or wastes into the sanitary sewer systems shall conform to the codes and ordinances of the appropriate federal, state and local jurisdiction.

G. HANDLING HAZARDOUS WASTE AND RADIOACTIVE MATERIAL

The storage, handling and use of hazardous waste and radioactive material shall be in accordance with local, state and federal ordinances and regulations, including, but not limited to State Fire Marshal, National Fire Protection Association, Department of Environmental Quality, Environmental Protection Agency and the Federal and State Departments of Energy.

Part IV MAINTENANCE STANDARDS

These maintenance standards outline the required level of upkeep and repair for structures and the surrounding property, and are the responsibility of the landowner or tenant.

A. BUILDINGS

Exterior walls which have been painted or otherwise chemically treated shall not be allowed to become cracked, chipped, faded or in any way seriously deteriorated. Materials stained or otherwise treated to age naturally shall be allowed to do so. Broken windows, doors, or other exterior structures shall be replaced promptly. Structures which are not in use shall be maintained as buildings in use, or removed from the premises.

B. LANDSCAPED AREAS

All plants and lawns will be maintained in a healthy, disease-free condition. Water and fertilizer shall be applied as necessary to maintain their normal color and rate of growth. Weak or broken branches shall be removed by pruning. Old flowers, seed pods, dead foliage and leaves shall not be allowed to accumulate. Plant beds shall be maintained and kept free of weeds and litter.

All landscape features shall be maintained in an attractive manner at all time. Pools shall be kept full and fountains in an operating condition. Flagpoles shall be painted, unless aluminum or other similar metal. Sculpture or other types of artwork shall be maintained in an attractive manner.

C. FENCING

Fencing and other architectural screens with damaged, broken or rotten members shall be repaired or replaced. Materials with paint or other chemical treatment subject to weathering shall not be allowed to become cracked, chipped, faded or in any way seriously deteriorated. Materials stained or otherwise chemically treated to age naturally shall be allowed to do so.

D. PAVED AREAS AND OTHER SURFACES

Paved areas such as truck loading, auto parking and driveways which are broken, cracked, settled or are otherwise in need of repair, shall be repaired or replaced. Dirt and litter shall not be allowed to accumulate on paved surfaces. Grass, weeds and other plant materials that grow through joints shall be removed. Areas covered with gravel, bark dust, or wood chips shall be kept free of weeds and litter. All markings painted on paved surfaces shall be maintained so as to be clearly visible.

E. SIGNS

Signs shall not be allowed to become faded or deteriorated. Lighting for signs, whether internal or external, shall be maintained. Burned-out fixtures are to be replaced promptly. Signs which are no longer appropriate, due to a change of service, product line or tenant shall be removed.

F. LIGHTING

All exterior lighting shall be maintained at adequate levels of illumination, taking into consideration the need to conserve energy. Broken or burned-out fixtures shall be replaced promptly.

Part V
COVENANTS RUN WITH THE LAND

It is more specifically agreed that the real property more particularly described as follows: Lots 11-23 of the Columbia Gorge Industrial Center Subdivision, The Dalles Industrial Center, City of The Dalles, County of Wasco, State of Oregon, is subject to these Protective Covenants which run with said real property and are binding on and inure to the benefit of all parties having or acquiring any right, title or interest in said property along with all heirs, successors and assigns of such parties.

Part VI
INTERPRETATION AND ENFORCEMENT

A. INTERPRETATION

When interpreting and applying the provisions of these Protective Covenants, they are not intended to repeal, abrogate, annul, or in any way to impair or interfere with any existing provision of law or ordinance. It is not intended by these Protective Covenants to interfere with or abrogate or annul any easement, covenant, or other agreement between parties. However, in cases in which these Protective Covenants impose greater restrictions upon the erection, construction, establishment, moving, alteration or enlargement of buildings, or the use of any building or premises that is imposed by other authorities or provisions of law or ordinance, then in such case the provisions of these Protective Covenants shall control.

B. ENFORCEMENT

1. **Liquidated Damages** - Any person, firm, or corporation found to be in violation of any of the provisions of these Protective Covenants by a court of competent jurisdiction shall be subject to paying liquidated damages to The Port of The Dalles in the amount of \$250 dollars per day for every day that said violations are determined to have existed, as a "Covenant Default" hereunder.
2. **Public Nuisance** - Any building or structure set up, erected, constructed, altered, enlarged, converted, moved or maintained contrary to the provisions of these Protective Covenants, and any use of any land, building or premises established, conducted, operated or maintained contrary to the provisions of these Protective Covenants, and any construction, use, maintenance or repair required of tenants and/or landowner(s) in right-of-ways contrary to the provisions of these Protective Covenants shall be, and the same is hereby declared to be unlawful and a public nuisance subject to proceedings for the abatement, removal and enjoinder thereof in the manner prescribed by law.

3. **Assessments and Liens**

- (a) **Enforcement of Covenants** - If any tenant and/or landowner(s) of any property within the specific real property subject to these Protective Covenants fails to perform its obligations under these Protective Covenants which default continues for a period of fifteen (15) business days following receipt of written notice of the particulars of such default, provided however if the subject default cannot reasonably be cured within fifteen (15) business days then the tenant and/or landowner shall have such additional time for the reasons stated in a notice to the Port, not to exceed one hundred eighty (180) days, as may be necessary to cure the related default (herein, a "Covenant Default"), the Port of The Dalles may institute legal action against the defaulting tenant and/or landowner(s) for specific performance, declaratory relief, damages, or other suitable legal or equitable remedy, or may perform the obligations of the defaulting tenant and/or landowner(s) and the defaulting tenant and/or landowner(s) shall reimburse the person performing such work for all costs incurred with respect thereto together with interest at the rate of fifteen (15%) percent per annum or the highest rate allowed by law, whichever is less, until paid. A remedy in any such legal action may include the imposition of a lien in favor of the Port of The Dalles or person curing the default on the defaulting tenant and/or landowner's property for the unpaid principal balance of said costs plus interest. The lien provided for herein shall be effective upon the entry of judgment and shall be a lien and charge upon the property of such tenant and/or landowner(s) subject and junior, however, to the lien or charge of any bona fide first mortgage or first deed of trust upon the same or any part thereof any time given or made.
- (b) **Notice** - Any requirement in these Protective Covenants for giving written notice shall be satisfied as of the time written notice is hand delivered or deposited in the U. S. Mail correctly addressed, postage prepaid, and return receipt requested.
- (c) **Severability** - Invalidation of any provision of these Protective Covenants by any court or other order shall in no way affect or invalidate any other provisions, which shall remain in full force and effect and specifically, the remedies for enforcement provided for herein shall be cumulative and not exclusive.

Part VII
VARIANCES

The Port recognizes that situations arise which may warrant exception to the standards as published herein. A written request shall be submitted to the Port stating the variance requested and the applicable section of the standards. The Port will evaluate the merits of each request and will notify the landowner or tenant, as

applicable, of the decision of the request within forty-five (45) days of receipt of said request.

**Part VIII
AMENDMENT**

Port of The Dalles may amend these Protective Covenants with the consent of the owners of the Subject Property. Any request by the Port of The Dalles to amend these Protective Covenants shall be delivered by written notice to the then-current owner of the Subject Property, physically delivered to the Subject Property and delivered by certified mail to the address identified in the property tax records for the delivery of tax bills. If the Subject Property has been transferred from the initial property owner subject to these Protective Covenants, and that successor property owner fails to respond to such notice within 90 days from delivery, the Port of The Dalles may proceed to amend these Protective Covenants unilaterally by recording such amendment in the official property records of Wasco County, Oregon. Any unilateral amendment of these Protective Covenants shall not apply to improvements or site development already completed on the Subject Property or approved in accordance with the process identified in Part I above.

Covenants and as the same may be modified, amended, superseded and/or redesignated in the future.

Screening

Screening refers to evergreen plant material, fences or walls of wood, masonry or other materials of sufficient height and capacity to conceal the view of a particular function of area from the street or land use on adjacent properties.

Structure

A structure includes buildings, fences, utility boxes, etc.

Tenant

Individuals and organizations which have either been assigned property and/or subleased, leased or purchased property within the real property to which these Protective Covenants are specifically made applicable.

**PART IX
APPENDIX – DEFINITIONS**

Development Standards

Guidelines for the development of individual sites in a manner which will enhance the working efficiency and visual amenities of the total area, while providing latitude and flexibility for the individual developer.

Maintenance Standards

Guidelines which are provided to outline the required level of upkeep and repair for structures and the surrounding property.

Performance Standards

Guidelines which are provided in order to avoid the creation of nuisances or unsanitary condition.

Port of The Dalles Commission

The governing five person Board of Commissioners elected by the voters of the Port District, to establish and control the policies and activities of the Port of The Dalles.

Property Line

The boundary which describes the extent of a particular parcel of land, as described in the lease or deed.

References to Laws: Any reference herein to specific sections of the City of The Dalles Land use and Development Ordinance (LUDO), City of The Dalles Sign Ordinance and other applicable laws, rules and regulations in these Protective Covenants are made applicable herein as said sections were written and effective as of the date of the adoption and recording of these Protective

Regional General Wetlands Permit Background Information

Comments from Kirk Jarvie on various options

1. General Permit: DSL could develop a General Permit that establishes an expedited permit process for industrial developments on these sites and what the eligibility criteria are. General Permits can be created in one of two ways:

a. If the General Permit is to be issued in the name of a specific entity(ies), then we can develop and issue the General Permit thru an Order of the Director. Orders do not go thru the administrative rule making process. The Order would be developed by working between us and the named entity(ies) and a draft would be subject to some public review and comment period before finalizing. The Order would specify what information would have to be submitted and in what timeframe DSL would process that info, to get final approval for a project on one of the sites. The downside is that whoever is named in the Order is the only entity that can use the expedited process described in the Order. Given that we have multiple property owners in this case and we have no idea who the actual developers of individual projects will be in the future – I’m not sure how this would work unless the Port (or some other named entity – City of The Dalles?) were willing to be legally responsible for all future developments’ permit compliance under the GP-by-Order.

b. If the General Permit is to be issued for anyone to use (i.e., no specifically named entities), then we must use the administrative rulemaking process to create the GP. The upside is that rulemaking is a more transparent process than option A above. The downsides are: it would take at least 9 months and we have an established Rules Advisory Committee that would need to be brought up to speed on this whole project (and buy into it).

2. Recognize/approval the work as an “Advance Aquatic Resource Plan”. Existing administrative rule allows communities to create these plans (under specified conditions and content) and in turn, allows DSL to issue an Order approving the plans (including specifying what the future expedited permit process will look like for these sites). Just like 1A above, there is a public review and comment process built in, but no separate rulemaking is required. This is how DSL approved the Linn-Benton industrial lands project that has many parallels to your project. Upside is, we avoid all the cumbersome and time consuming parts of administrative rulemaking. The downside is that there is nothing with the word “General Permit” on it that you can point to/show-off/advertise. “Order of the Director” just doesn’t have the same ring to it even though they do the same thing and accomplish the same objective.

Action Item 2. Regional General Wetlands Permit, Supplementary Analysis and Recommendation

Most of the documentation and discussion surrounding regional wetlands permitting on The Dalles' remaining industrial land has been completed, discussed and preliminarily approved by the Technical Advisory Committee (land owners, regulators, stakeholders).

At this stage, we are ready to prepare applications for submittal to the Division of State Lands and the US Army Corps of Engineers. However, before we can do this, the Port Commission needs to make a decision between three pathways: the General Permit with one overall permittee, the General Permit for anyone to use and the Advance Aquatic Resource Plan.

If possible, we are hoping for a quick decision turnaround because several of our grants expire between October and the end of the year. Ideally, we would submit an application within that timeframe.

Below is an analysis of the distinctions between the three options based on information from Terra Science and the Division of State Lands.

General Permit - One Permittee: This option offers one of the quicker turn-around times, but requires the permit to be issued in the name of one entity, the Port of The Dalles, for example. The permittee would have responsibility for compliance with permit requirements, no matter who undertakes a project or who owns the site. In other words, the permittee would face sanctions in the event a developer impacts more wetlands than allowed. The permittee is also responsible for the success of any wetlands mitigation in connection with the general permit. If mitigation doesn't work out, the permittee would be compelled to fix the mitigation or find another site and start over. Development rights are conferred through a third-party agreement between the permittee, the land owner and the developer, but such an agreement would not absolve the permittee of responsibility for compliance.

This option involves a lot of liability without a lot of recourse. While this is one of the easiest options to obtain, liability makes it the least often used. Only the U.S. Forest Service presently has this kind of permit, which it uses for stream restoration permits within its control.

General Permit - Open Use: An open-use permit means any land-owner in the study area could use the process, which also means the process is more transparent. However, obtaining the open-use permit is a much longer, more involved process involving rule-making and establishing a Rules Advisory Committee, which would have to buy into the process. DSL estimates this would add at least nine months to the process. Under this scenario, even though we have identified four mitigation sites within the study area, the individual land-owners/developers would be responsible for executing their own mitigation project — and the longterm success of that mitigation — from the four mitigation sites.

Advance Aquatic Resource Plan: Like the one-permittee option, these plans are created under existing administrative rules, meaning they are quicker to obtain. While not precisely a permit, agreement to comply with terms of the plan expedites issuance of individual permits to prospective developers. Like the open-use permit above, the individual land-owners/developers would be responsible for executing their own mitigation project. The resource plan does offer some flexibility not available under the general permit options. Resource plans are in effect for up to 20 years. They are reviewed in five-year intervals, which give the state the opportunity to adjust for changes in the landscape at routine intervals. Those reviews also allow the community the opportunity to negotiate changes.

Permit-related mitigation: While the one-permittee option offers the most certainty for developers, it requires the permittee to take on a heavy burden for compliance in development and mitigation, which is why its use is limited. The open-use general permit is both difficult to obtain and creates greater uncertainty for the developer. The Advance Aquatic Resource Plan is easier and quicker to obtain, but also leaves uncertainty for developers.

Mitigation projects are monitored for a minimum of five years with the potential for DSL to require longer monitoring if problems arise. Unfortunately, vernal pool mitigation can be particularly challenging and not always successful. Mitigation sites must also be protected in perpetuity through deed restrictions or easements to a conservation steward.

Some mitigation options suggested by Terra Science and DSL have the potential to improve certainty for developers, but would need to be explored outside the scope of this project.

In the mitigation feasibility plan, Terra Science recommended exploring adding Wasco County in as an addendum to DSL's **In Lieu Fee (ILF) program**. The program currently covers the 5 most actively developing watersheds in the state including the Tualatin Basin and the mid-coast. Wasco County has only a small fraction of the permit issues that these areas have. Given the additional approvals required by the Corps of Engineers and the EPA, estimated to require another year, Wasco County may not be DSL's highest priority for inclusion. Another drawback is that Wasco County currently has \$190,000 in this program from NORCOR and other smaller developments. Whatever credits are generated through the ILF program would have to go back and fulfill this deficit first. In addition, credits can't be reserved for specific sites. Credits are sold on a first-come, first-served basis, so between that and the existing deficit we wouldn't be able to guarantee that they could be used on industrial land.

ODOT has the only **mitigation bank** in Wasco County, but because it was developed with state gas taxes, it is obligated to state road projects, so wouldn't be feasible for our program.

Another option still on the table is for the **Port, City of The Dalles or Wasco County** — possibly all three — to develop their own **In Lieu Fee (ILF) program**. Getting such a plan approved would immediately release a certain number of credits. Once the first of those credits is sold, the sponsors have three years to begin putting in wetlands. This option has several advantages: 1. More consistent management of mitigation projects. 2. Availability of credits once the plan is in place. 3. The sponsors can set the rules about how the credits get used and could reserve all of the credits for the six industrial sites. 4. The sponsors can set their own price for credit purchase. 5. We have already identified four mitigation sites within the study area that could form the basis of a mitigation bank, which is a huge hurdle. DSL still doesn't have mitigation sites for some of the areas within its ILF program. If we choose this route, DSL can help convene key people to discuss the process in detail and timeframes. While much of the groundwork has already been done through our current process, Kirk Jarvey of DSL anticipates the process would still require another year. This timeline could run concurrently with the Advance Aquatic Resource Plan approval process.

Costs: No additional cost is anticipated for the Advance Aquatic Resource Plan or Regional General Permit applications. No costs are anticipated to explore options for an In Lieu Fee program, but an as yet undetermined amount of consultant time may be required during the actual ILF application process.

Staff recommendation: Move to instruct staff to pursue an application for an Advance Aquatic Resource Plan and to explore options for developing an In Lieu Fee Program.

Alternate recommendation: Move to instruct staff to pursue an application for an Advance Aquatic Resource Plan.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: September 9, 2015

Subject: H - 1.) Staff Report

Background:

1. Japan was great, but a quick trip. The Dalles team met with local officials as well as the Governor of Tokushima Prefecture where we were able to talk about business and cultural exchanges and economic opportunities. The Miyoshi region visually is very much like the Gorge and has an agriculture economy as well. In Japan, the Sister City exchanges are funded in part through the local and Prefecture governments, so there is stable funding. The Dalles Sister City program is having preliminary conversations around that funding mechanism as well and asking the question would local governments be will to contribute a portion of their budgets for this.
2. LMC Monitoring Well:
 - a. September 9-12: Monitoring Well Installation
 - b. Sept 9: Private utility locating
 - c. Sept 12: Drill/install groundwater monitoring well (this work will be conducted on a Saturday as discussed to minimize disruption of Port operations)
 - d. September 17-18: Well Development.
 - i. Access will be needed to develop the well
 - e. September 28: Well Sampling
 - i. Currently anticipate taking one day to complete sampling of the monitoring well. This may extend into a second day depending on recharge rates to collect sufficient sample volume.
 - f. TBD: Slug Testing
 - i. Slug testing is anticipated to be completed the week of September 28. Slug testing may be delayed into the following week to allow wells to fully recharge after sampling. Schedule will be reevaluated after well development.
3. Audit is moving ahead. Port staff have been responding to Friend and Reagan requests for information for the audit.
4. Pelican: Port staff has been forwarding required documents to Pelican for their review prior to closing and fielding questions as they relate to the property, the ALTA survey and other details.
5. The Columbia Gorge Industrial Center is getting near its final completion. Crestline Construction is refacing the bioswales with crushed rock and knocking out a few

items on the final punch list before we're done and the systems are turned over to the City.

6. The post office is working on official street addresses for the Columbia Gorge Industrial Center.
7. Kathy Ursprung, Commission McCavic and I have been meeting with Port businesses. Kathy will have more information in her report.
8. EverSummer Basil. I was able to meet with Ron and Meredith. They have knocked down the weeds and have asked FLI to keep the weeds and grass trimmed on a regular basis. We had a discussion about their desire to expand, but not at this location. The dust and noise from Munsen is challenging for them, so I am looking for other options for them in The Dalles and the region. One idea might be to co-locate the greenhouse near DirtHugger and share employees, there also may be some options in Odell.
9. The Port hosted a business site visit that was arranged by Business Oregon. "Project Borealis" is looking to identify a site Nov/Dec of this year. It is a manufacturing company that could employ up to 250 people at build out, is looking for low cost power and adequate water for their processing. Susan Byrd from CGCC, Paul Titus from PUD and Bob McFadden from the Port joined Business Oregon staff, Port staff and the business representatives at a lunch meeting, followed by a site visit to the Columbia Gorge Industrial Center. Dawn Hert and Dale McCabe were able to meet us there to answer some additional questions.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: September 9, 2015

Subject: H - 2.) Marketing and Communications

Background:

Land Marketing:

Over the past couple of weeks, Andrea, Kristi and I have begun the process of meeting with various Port-area businesses to learn how business is going with them, any concerns they may have and encouraging them to let us know if they are aware of associated businesses who may be a good fit for The Dalles. So far we have met with five businesses including Dean Cameron at Cameron Consulting Inc., the new NORCOR administrator, Jim Markman at Farm Credit Services, Ross Rosette at H2Oregon and Tim Logue at Ferguson. In general, most of the businesses here seem satisfied with conditions at the Port.

We had one suggestion for a possible business that could benefit the gorge by locating here. The same individual also expressed an interest in business expansion. Another business owner noted that they are here because “between The Dalles and Mosier is the perfect recreational microclimate.” He also suggested the city should contemplate coming up with a more distinct identity to draw attention to the community — perhaps “Automotive City” given our many car shows, the neon sign museum plan and the fact that our main street is, in fact, Highway 30. We also have some remnants of the old roadhouse days — the Oregon Motor Motel and the Highway House. He listed other examples of towns with strong identities, such as Prosser as a wine town, Joseph for art, Hood River for wind surfing. We will be meeting with more Port businesses through the fall.

We also have identified some key business people to meet with in the greater Port District. We are also pursuing meetings regionally with individuals in our key sectors.

On Sept. 15 we will be attending the ORAVI (Oregon Aviation Industry) Summit in Aurora and hope to make some good contacts there.

I am also reaching out on several fronts through direct mail, both electronic and paper. I am emailing new business registrants in The Dalles with information about Port and other business services in the area, as well as the land we have available. I am also developing contact lists in cycle manufacturing, unmanned aerial vehicle and food processing and am starting to reach out to people in those industries.

Wetland Regional General Permit

TerraScience has completed a preliminary Development and Compensatory Mitigation Plan based on agreement reached at our last Technical Advisory Committee meeting. After crunching the numbers, we now know that we have the potential for enough mitigation area to compensate for potential development identified in the TSI plan. The plan draws much of its mitigation from areas that are either too small to develop or would be extremely difficult to develop, retaining large contiguous development areas and allowing development on the most valuable commercial and industrial areas. Even so, the plan would still protect three times as much vernal pool land as it would develop.

We have questions remaining regarding who would be responsible for the permit itself, if we go with a permit, and whether we decide to use a permit or an Advanced Aquatic Resource Plan. We are set to discuss these under Action Items during the Port meeting.

Other

On the week of August 17, I attended the Northwest Economic Development Course, which I believe will be very valuable to my job at the Port. I came home with a better understanding of economic development, new resources and contacts, and a list of ideas that I am already working to implement. One of these is some additional adjustments to our website to better respond to what site selectors are looking for. I am very grateful for the opportunity to attend this training.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: September 9, 2015

Subject: H - 3.) Marina Update

Background:

Sea Lion: ODFW hopes to attempt another relocation of the sea lion referred to as Ray during September. Reports on the other sea lion, Buddy, are that he is as big as Ray.

Boathouse: Jerry completed replacing the through-rods on A-dock and moved the boat-houses to make adequate room for the Port's boathouse.

Algae: Jerry continues to work on the algae bloom and the debris that accumulates in it. He said there appears to be a new form of algae growing that is more aggressive than the one we already have. We hope to have something to treat the algae with in the spring to eliminate some of the bloom.

Camera system: At this time the cameras on the Guest moorage, fuel dock, both security gates, B-dock and the garbage containers are working. Mark Roth has been learning the system operation and will share that knowledge with me. Boathouse owner Eric Macnab has volunteered to work with us on installation, operation and maintenance of the security camera system. Once the Port's boathouse is secure we will move the camera system in to it. At that time we will work on expanding the system with equipment that was purchased through SDAO security grant.

Security Gates: The reports of trouble at the Marina have eased off. For now the gate code will stay the same. If problems start reoccurring we change the code.

Marina Walk-through: The walk through is scheduled for Tuesday, September 8 at 9:00am. I look forward to your thoughts after the walk-through.

Addendum to Marina Report:

The Dalles Yacht Club Fuel Dock

The Port has been notified that due to low membership The Dalles Yacht Club needs to consider closing the fuel dock at the Marina. With the drop in membership dues there is no money to pay the high liability insurance fees required to operate the fuel dock. Below is a response from the OSMB to my email letting them know the fuel dock may be closed.

Hi Kathy,

I shared this information with the Columbia River Yachting Association (CRYA) which The Dalles Yacht Club is a member in case they had any ideas that could help the Yacht Club. I have not heard if CRYA contacted the Yacht Club. Unfortunately, I don't know of any funding source that can help the Yacht Club. The only options would if the Port wanted to administer and maintain the fuel dock or if the Yacht Club wanted to contract out for the operation and maintenance of the fuel dock. Perhaps a vendor would be willing to operate the dock, do you know if anyone has talked with the Port of Hood River's fuel dock person? Sorry, this is really unfortunate.

Sincerely,

Janine

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I spoke with Denise at the Port of Arlington regarding their fuel dock. SDAO Insurance added the equipment to their regular policy and their liability insurance went up appx \$300 per year. They operate the fuel dock with staff being on call to provide the service.

More information will be provided as the Yacht Club considers options.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: November 13, 2013

Subject: H - 4.) Reports of Committees

- a) Urban Renewal – Weast:

- b) Chamber of Commerce – David Griffith:

- c) Wasco EDC – Kathy Ursprung:

- e) COT – Klaas/Weast/McFadden: