

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
November 10, 2010
Port of The Dalles Office

The Regular Meeting of the Port Commissioners was called to order by President Mike Courtney at 7:03 PM.

ROLL CALL

Present: Mike Courtney, Ken Farner, Kristi McCavic, Rod Runyon

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Angie Wilson, Bookkeeper; Bill Dick, Port Attorney

Guests: Mike Zingg; Nora Donovan

Pledge of Allegiance: Nora Donovan

AGENDA CORRECTIONS or ADDITIONS

None at this time.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the November and December 2010 Calendars. The next Port Commission meeting will be December 8, 2010, 6:00 at the Dalles Yacht Club followed by the Annual Family Christmas party.

INTRODUCTIONS

None

VISITOR'S BUSINESS

Mike Zingg reported on a group of local business leaders who have formed a group called Partners for Economic Progress (P.E.P.). Mike outlined the why the group formed, the requirements to be a member, and the objectives. The Port Commission asked for monthly reports from P.E.P. Staff was directed to make the P.E.P. report an agenda item for Port Commission meetings.

MEETING MINUTES

MOTION:

Commissioner Farner made a motion to approve the minutes of the October 13, 2010 regular meeting as corrected. Second by Commissioner McCavic. Motion passed unanimously.

FINANCIALS

Andrea Klaas and Angie Wilson reviewed the October, 2010 financials. Discussion on property tax on Wonderworks building, staff was directed to do further research on this issue. For the month of October the money market account interest was at .0002 and the LGIP was at .00046. Columbia State Bank approved matching the LGIP rate. Angie reported some Marina tenants had sent in late partial moorage fee payments. Following a discussion the Commission directed staff to accept the payments but notify the tenants that payment in full including late fees and interest was due immediately.

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas: NWA PSA has been signed. The Port hired Nora Donovan as a contract employee to work through the documents needed to ensure due diligence to meet the timeline for the contract; Andrea and Carolyn Meece met with NWA Specialties to see what help they needed. The State may be able to help them expand through several programs; Met with Precision Lumber to see what assistance is available through the State for them. Attended a PEP meeting and think they will be a great advocate for the area; 2009-10 Audit is started. Commissioner McCavic stated she would like to see staff visits with 2-3 businesses each month.
2. *Bylaws* – Andrea Klaas provided a copy of the Bylaws as discussed at the October 13, 2010 meeting. Following discussion of additional changes:

MOTION: Commissioner Farner made a motion to approve the Bylaws with the changes. Second by Commissioner McCavic. Motion passed unanimously.
3. *Wetlands* – Andrea Klaas provided an update from DSI regarding the wetlands issue.
4. *Marina Update* – Kathy Norton updated the Commission on activities and issues at the Marina. Past due moorage fees are still an issue. As per the current moorage lease agreements, any not paid by 12/27/2010 will be sent to collections.
5. *Reports of Committees:*
 - a. *Urban Renewal*- Commissioner Farner reported on the Urban Renewal activities. The cruise dock is deferred to 2012; 1st St festival area expected to start by spring 2011; Washington St pedestrian underpass engineering expected to be done by spring 2011; Granada city block negotiations underway.
 - b. *Chamber of Commerce* – Commissioner McFadden absent, no report.
 - c. *Wasco EDC* – Andrea Klaas reported the next meeting will be November 18, 2010. Andrea has been reappointed to the OIB.
 - d. *MCEDD* – Commissioner Runyon reported on the MCEDD Strategic Planning Retreat and that Fun Country has used MCEDD funds for their recent expansion. He also stated he will be taking the Wasco County seat on the MCEDD Board effective January 1, 2011 so the Port position will need to be filled.
6. *FYI:* BPA Journal November 2010; Local Government News Report October 2010

Break – 8:37PM

INTO EXECUTIVE SESSION 8:41PM

EXECUTIVE SESSION (as allowed by ORS 192.660 (2) (e) (f) (h)) this may include discussion of real property transactions and privileged legal communication.

Back to Regular Session 9:17PM

COMMISSION CALL

1. President: Thanks for the birthday wishes. The PEP is a great idea.
2. Commissioners:

Commissioner McCavic is happy the Port is moving forward with NWA and feels PEP will be a great asset to development in the area.

Commissioner Farner wanted to confirm that Commissioner Runyon could serve as both a Port Commissioner and a County Commissioner. Commissioner Courtney confirmed that he could.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 9:25PM.

PORT OF THE DALLES:

D.M. Courtney, President
Board of Commissioners

ATTEST:

Rod Runyon, Secretary
Board of Commissioners

DATE APPROVED: December 8, 2010

Prepared by: K.Norton