

**PORT OF THE DALLES COMMISSION**  
**Special Meeting – Audit Presentation Minutes**  
**February 16, 2010**

The Special Meeting of the Port Commissioners was called to order by President Mike Courtney at 12:01PM.

**ROLL CALL**

Mike Courtney, Ken Farner, Bob McFadden (12:29PM), Rod Runyon

Staff: Andrea Klaas, Executive Director; Kathy Norton, Office/Marina Administrator; Angie Wilson, Bookkeeper; Nora Donovan, RARE Participant

Guests: Nate Reagan

**AGENDA CORRECTIONS or ADDITIONS**

None

**2008-09 AUDIT PERSENTATION**

Nathan Reagan of the firm Byers, Neumayer & Bradford, PC, Certified Public Accountants presented the results of their audit of the Port's 2008-09 fiscal year.

- Action needed: have the Commission made a motion to reflect Port's contribution to the Intergovernmental Agreement for the Chenoweth Creek bridge as a donation of \$78,971.00 and the project is concluded
- Suggestions for current year budget: review budget at May meeting to determine if a budget resolution transfer is needed to balance items within funds. If a budget resolution transfer is needed that can be approved at the June meeting.

**Agenda Items:**

**Flagstone LLC: Andrea updated the Commission on progress with the job creation credits with Homeshield:**

**Original Agreement:**

Create 51 jobs

Annual Average Compensation per contract is \$25,566

Job Creation credit = \$2,400/job or \$122,400

Homeshield has created 30 jobs.

30 jobs x \$25,566= \$786,980

Homeshield's payroll is about \$1,186,826

The Port Commission felt that some credit should be given for high wages above the \$25,566 base/job (\$1,186,826-\$786,980= \$419,846 wages paid over average compensation)

at the rate of 1/2 of wages over average compensation/\$25,566 or \$419,846/2 =  
\$209,923/\$25,566 = 8 jobs

for a total jobs created number of 38 and a balance of jobs due = 13

**Proposed New Agreement:**

New note = 13 jobs x \$2,400 = \$31,200

Need to create 13 jobs over 7 years for a total employment of 30 + 13 = 43

Base compensation remains at \$25,566

Additional credit for average compensation over base calculation on a 2:1 basis

**Following discussion staff was directed to compile the information and provide a draft for legal counsel review.**

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 1:00PM.**

**PORT OF THE DALLES:**

**ATTEST:**

D.M. Courtney, President  
Board of Commissioners

Rod Runyon, Secretary  
Board of Commissioners

DATE APPROVED: 04/14/10

Prepared by: K. Norton