



Dedicated to supporting the creation, retention, expansion, and recruitment of businesses and jobs that will enhance the economy of the Port District.

PORT COMMISSION MEETING
THURSDAY, NOVEMBER 14, 2024, 4:30 P.M.
U.S. FOREST SERVICE BARLOW RANGER DISTRICT

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL Executive Assistant Toepke
- C. PLEDGE OF ALLEGIANCE
- D. AGENDA CORRECTIONS OR ADDITIONS Executive Director Klaas
- E. PUBLIC COMMENT OR QUESTION 3-minute limit per person per subject
- F. UPCOMING MEETINGS/EVENTS
 - December 11, 2024: Port Commission Meeting & Christmas Dinner
- G. EXECUTIVE SESSION Pursuant to ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions, and ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed **Media representatives are instructed not to report or disclose matters discussed in Executive Session*
- H. ACTION REQUIRED FROM EXECUTIVE SESSION
- I. ACTION ITEMS
 - 1. September 11, 2024, Regular Session Meeting Minutes
 - 2. September 2024 Financial Reports
 - 3. October 2024 Financial Reports
 - 4. The Dalles Marina Rules & Regulations
 - 5. Public Meeting Policy
- J. REPORTS
 - 1. Director's Report Executive Director Klaas
 - 2. Concessionaire Report: The Dalles Marina, LLC, Q1/FY 2024-2025 Angie Macnab, Owner/Operator
 - 3. Dock Committee Commissioner Willer
 - 4. Wasco County Economic Development Commission Executive Assistant Toepke
 - 5. The Dalles Community Outreach Team Executive Director Klaas
- K. COMMISSION CALL
- L. COMMUNITY PARTNER UPDATES
 - Kameron C. Sam, East Zone District Ranger & John Bowers, Deputy District Ranger, Forest Service Mt. Hood National Forest, Barlow and Hood River Ranger Districts
 - Merle Keys, Mayor, City of Dufur
 - Kathy Bostick, City Recorder, City of Dufur
 - Kathy Bostick City Recorder, City of Dufur, on behalf of Ann Ferguson, Dufur Recreation District
 - Jack Henderson, Superintendent, Dufur School District #29
 - Steve Kramer, Wasco County Commissioner
- M. ADJOURN

PORT OF THE DALLES AGENDA ITEM

MEETING DATE	November 14, 2024
ACTION ITEM I-1.)	September 11, 2024, Regular Session Meeting Minutes
STAFF RECOMMENDATION	Approve <u>September 11, 2024, Regular Session Meeting Minutes</u> as presented

PORT OF THE DALLES COMMISSION
Regular Session Meeting Minutes
Wednesday, September 11, 2024, 5:30 p.m.
Port of The Dalles Administrative Office, The Dalles, Oregon

The Regular Session Meeting of the Port Commissioners was called to order by President Wallace at 5:30 p.m.

ROLL CALL Executive Assistant Toepke

- COMMISSION Robert Wallace, President; Staci Coburn, Treasurer; John Willer, Secretary; Mary Hanlon, Assistant Secretary/Treasurer
Absent: Greg Weast, Vice-President
- STAFF Jennifer Toepke, Executive Assistant; Bill Dick, Attorney, Dick, Dick & Corey
Absent: Andrea Klaas, Executive Director

PLEDGE OF ALLEGIANCE Commissioner Coburn

AGENDA ADDITIONS *None*

PUBLIC COMMENT OR QUESTION *None*

REGULAR SESSION ADJOURNED AT 5:33 P.M. & EXECUTIVE SESSION COMMENCED AT 5:33 P.M.

EXECUTIVE SESSION as allowed by ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions *Media representatives are instructed not to report or disclose matters discussed in Executive Session

EXECUTIVE SESSION ADJOURNED AT 5:51 P.M. & REGULAR SESSION RESUMED AT 5:51 P.M.

ACTION FROM EXECUTIVE SESSION: Port Commission is willing to accept the offer of \$1,520,873.00 to purchase Port property on River Trail Way. Accordingly, Port Staff and Legal Counsel are directed to prepare the sales agreement with the customary language and forms, which employ the usual parameters, including a specific timeline. *M/M. Hanlon, S/S. Coburn; Motion passed unanimously by four Commissioners *Commissioner Weast not present to vote*

ACTION ITEMS

1. Establish Port Dock Committee and appoint Commissioners Willer & Hanlon to committee *M/S. Coburn, S/R. Wallace; Motion passed unanimously by four Commissioners *Commissioner Weast not present to vote*
2. August 14, 2024, Regular Session Meeting Minutes *Stand as presented*
3. August 2024 Financial Reports *Stand as presented*

REPORTS

1. Director's Report Executive Assistant Toepke on behalf of Executive Director Klaas *Stands as presented, adding the update that Boathouse B-1 in The Dalles Marina is being removed by the Port's Concessionaire due to lack of compliance with The Dalles Marina Rules and Regulations and the Tenant Lease. The Commission requested more details about what the Port and Concessionaire's roles are exactly, i.e. who is responsible for the removal of the boathouse, who is responsible for paying the contractor, etc. Executive Assistant Toepke stated that she would obtain the specifics as soon as possible and provide the Commission with an update. The Commission also reiterated the need for review/amendment of the Concessionaire Agreement to be addressed as soon as possible, perhaps including it as a standing item on the monthly meeting agenda until it is accomplished.*
2. The Dalles Community Outreach Team Executive Assistant Toepke on behalf of Executive Director Klaas *Executive Director Klaas and Commissioner Weast are currently in Washington, D.C. on their biannual.*
3. Columbia Gateway Urban Renewal Agency Board Commissioner Coburn *A Request for Expression of Interest (RFEI) for the Tony's Project has been advertised. Hopefully there is a private group that would be interested in sharing ideas and doing something wonderful and creative in that area of downtown.*
4. Wasco County Economic Development Commission Executive Assistant Toepke *The EDC had an interesting visit to Antelope, Shaniko and the Washington Family Ranch this week; report to follow at October's meeting.*
5. Dufur Commissioner Wallace *Ribbon cutting for the school-based health center is done. Funders that came through: Google, Roundhouse, private donors; it was 100% funded, with some money coming from the General Fund. One Community Health has been an outstanding partner. The center is open 2 days per week, and One Community Health also has their mobile unit. It was very positive for Dufur and got some press as well. Dufur battled the Large Creek Fire, then another fire up on Tygh Ridge, which is technically the Port district. Major fires*

across the whole State this year, 1.6 million acres have burned so far. Wy'East is cohosting a fall energy symposium. 100 people from throughout the State will be attending. The schedule is rich with tours and meetings: The Dalles Dam; Dufur School; Bargeway Pub; The Discovery Center; Skamania Lodge. USDA Rural Development put together an event on how to get Federal Funding, and how to strategize to bring it into this region. Attending the symposium is important for the content, but equally for the other people that will be there.

UPCOMING MEETINGS/EVENTS *Stand as included in meeting packet.*

EXECUTIVE SESSION as allowed by ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions, and ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. *Media representatives are instructed not to report or disclose matters discussed in Executive Session *None*

ACTION FROM EXECUTIVE SESSION *None*

COMMISSION CALL *Excitement about the new Dock Committee!*

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, *the meeting adjourned at 7:05 p.m.*

PORT OF THE DALLES:

ATTEST:

Robert Wallace, President
Board of Commissioners

John Willer, Secretary
Board of Commissioners

DATE APPROVED: November 14, 2024
Prepared by: Executive Assistant Toepke

PORT OF THE DALLES AGENDA ITEM

MEETING DATE	November 14, 2024
ACTION ITEM I-2.)	September 2024 Financial Reports <u>Commissioner Coburn</u>
STAFF RECOMMENDATION	Approve <u>September 2024 Financial Reports</u> as presented

Notable

- Savings
 - Oregon State Treasury Short Term Fund: 5.30%
 - First Interstate Bank Money Market: 5.30%
- Uncommon Fund Activity
 - General Fund
 - ❖ Income
 - None
 - ❖ Expense
 - Bob's Glass Inc., Final payment on Marina Launch Ramp Restrooms doors and frames: \$3,246.74
 - Chinook Plumbing Inc, Backflow annual testing: \$375.00
 - Dick, Dick & Corey LLP, The Dalles Marina 4th Amendment to Concession Agreement: \$1,349.55
 - Gary Denney, Final payment on Port Administrative Office carpet and vinyl installation for the base-ment and stairs: \$4,884.49
 - SAIF Corporation, Workers' Comp Insurance: \$343.73
 - Sergios Construction, Final payment for painting the Port Administrative Office: \$4,425.00
 - SSS Freedom, Contribution for docking cleats at The Dalles Marina Guest Moorage: \$250.00
 - Columbia River Affordable Portables LLC, Portable toilet(s) rental at The Dalles Marina: \$891.00
 - Mastercard: Amazon-Meeting Owl 3 & TV Wall Mount: \$1,025.96; SAIF Corporation, Workers' Comp Insurance: \$665.64; Airline ticket to Orlando, Florida for University of Oklahoma, Economic Develop-ment Institute Course: \$506.20
 - Marina Fund
 - ❖ Income
 - None
 - ❖ Expense
 - None
 - Port Development Fund
 - ❖ Income
 - None
 - ❖ Expense
 - Mastercard, Airline ticket to Washington, D.C. for The Dalles Community Outreach Team trip: \$536.19

PORT OF THE DALLES
Balance Sheet by Class
As of September 30, 2024

	<u>General Fund</u>	<u>Marina Fund</u>	<u>Port Development Fund</u>	<u>Unclassified</u>	<u>TOTAL</u>
ASSETS					
Current Assets					
Checking/Savings					
FIB Checking					
General Fund	3,603.52	0.00	0.00	0.00	3,603.52
Marina Fund	0.00	1,275.11	0.00	0.00	1,275.11
Port Development Fund	0.00	0.00	6,330.95	0.00	6,330.95
Total FIB Checking	<u>3,603.52</u>	<u>1,275.11</u>	<u>6,330.95</u>	<u>0.00</u>	<u>11,209.58</u>
FIB Money Market					
General Fund	61,369.73	0.00	0.00	0.00	61,369.73
Marina Fund	0.00	1,024.80	0.00	0.00	1,024.80
Port Development Fund	0.00	0.00	26,373.57	0.00	26,373.57
Total FIB Money Market	<u>61,369.73</u>	<u>1,024.80</u>	<u>26,373.57</u>	<u>0.00</u>	<u>88,768.10</u>
LGIP					
General	1,800,303.13	0.00	0.00	0.00	1,800,303.13
Marina	0.00	200,363.53	0.00	0.00	200,363.53
Port Development	0.00	0.00	4,359,932.91	0.00	4,359,932.91
Total LGIP	<u>1,800,303.13</u>	<u>200,363.53</u>	<u>4,359,932.91</u>	<u>0.00</u>	<u>6,360,599.57</u>
Petty Cash	<u>66.28</u>	<u>28.48</u>	<u>55.24</u>	<u>0.00</u>	<u>150.00</u>
Total Checking/Savings	<u>1,865,342.66</u>	<u>202,691.92</u>	<u>4,392,692.67</u>	<u>0.00</u>	<u>6,460,727.25</u>
Total Current Assets	<u>1,865,342.66</u>	<u>202,691.92</u>	<u>4,392,692.67</u>	<u>0.00</u>	<u>6,460,727.25</u>
TOTAL ASSETS	<u><u>1,865,342.66</u></u>	<u><u>202,691.92</u></u>	<u><u>4,392,692.67</u></u>	<u><u>0.00</u></u>	<u><u>6,460,727.25</u></u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
Payroll Liabilities	344.68	0.00	0.00	0.00	344.68
Total Other Current Liabilities	<u>344.68</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>344.68</u>
Total Current Liabilities	<u>344.68</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>344.68</u>
Total Liabilities	<u>344.68</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>344.68</u>
Equity					
Unrestricted Net Assets	1,920,016.29	200,036.33	4,336,400.88	0.00	6,456,453.50

Cash Basis

PORT OF THE DALLES
Balance Sheet by Class
As of September 30, 2024

	General Fund	Marina Fund	Port Development Fund	Unclassified	TOTAL
Net Income	-55,018.31	2,655.59	56,291.79	0.00	3,929.07
Total Equity	<u>1,864,997.98</u>	<u>202,691.92</u>	<u>4,392,692.67</u>	<u>0.00</u>	<u>6,460,382.57</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,865,342.66</u></u>	<u><u>202,691.92</u></u>	<u><u>4,392,692.67</u></u>	<u><u>0.00</u></u>	<u><u>6,460,727.25</u></u>

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-GENERAL FUND
 July through September 2024

	<u>Jul - Sep 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	555,794.00	0.0%
Interest from Earnings	25,406.93	27,790.00	91.43%
Other Resources			
Grants	0.00	4,020,000.00	0.0%
Launch Ramp & Transient Moorage	1,610.00	3,000.00	53.67%
Leased Land & Facilities	71,995.00	80,000.00	89.99%
Loan Repayments			
Marina Fund			
Interest	0.00	6,463.00	0.0%
Principal	0.00	78,003.00	0.0%
Total Marina Fund	<u>0.00</u>	<u>84,466.00</u>	<u>0.0%</u>
Total Loan Repayments	0.00	84,466.00	0.0%
Other Income	<u>1,644.77</u>	<u>50,000.00</u>	<u>3.29%</u>
Total Other Resources	75,249.77	4,237,466.00	1.78%
Previously Levied Taxes	2,920.16	5,000.00	58.4%
Property Taxes	1,521.14	448,268.00	0.34%
Transfer from Other Funds	<u>0.00</u>	<u>875,000.00</u>	<u>0.0%</u>
Total Income	<u>105,098.00</u>	<u>6,149,318.00</u>	<u>1.71%</u>
Gross Profit	105,098.00	6,149,318.00	1.71%
Expense			
Capital Outlay	35,811.44	4,250,000.00	0.84%
Material & Services	54,950.37	334,000.00	16.45%
Personal Services	70,184.79	470,000.00	14.93%
Transfers & Contingency	0.00	600,000.00	0.0%
Total Expense	<u>160,946.60</u>	<u>5,654,000.00</u>	<u>2.85%</u>
Net Ordinary Income	<u>-55,848.60</u>	<u>495,318.00</u>	<u>-11.28%</u>
Net Income	<u><u>-55,848.60</u></u>	<u><u>495,318.00</u></u>	<u><u>-11.28%</u></u>

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-MARINA FUND
 July through September 2024

	<u>Jul - Sep 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	206,233.00	0.0%
Interest from Earnings	2,655.59	10,312.00	25.75%
Other Resources			
Fire Emergency	0.00	1,500,000.00	0.0%
Total Other Resources	0.00	1,500,000.00	0.0%
Total Income	2,655.59	1,716,545.00	0.16%
Gross Profit	2,655.59	1,716,545.00	0.16%
Expense			
Capital Outlay	0.00	900,000.00	0.0%
Debt Service	0.00	84,466.00	0.0%
Transfers & Contingency	0.00	675,000.00	0.0%
Total Expense	0.00	1,659,466.00	0.0%
Net Ordinary Income	2,655.59	57,079.00	4.65%
Net Income	2,655.59	57,079.00	4.65%

Profit & Loss Budget vs. Actual-PORT DEVELOPMENT FUND

July through September 2024

	<u>Jul - Sep 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	4,353,000.00	0.0%
Interest from Earnings	57,657.96	217,650.00	26.49%
Other Resources			
Grants	0.00	4,000,000.00	0.0%
Land Sales & Contract Interest			
V&G			
Interest	857.79		
Principal	1,422.21		
Total V&G	2,280.00		
Land Sales & Contract Interest - Other	0.00	2,500,000.00	0.0%
Total Land Sales & Contract Interest	2,280.00	2,500,000.00	0.09%
Other Income	0.00	4,000,000.00	0.0%
Total Other Resources	2,280.00	10,500,000.00	0.02%
Transfer from Other Funds			
General Fund	0.00		
Transfer from Other Funds - Other	0.00	500,000.00	0.0%
Total Transfer from Other Funds	0.00	500,000.00	0.0%
Total Income	59,937.96	15,570,650.00	0.39%
Gross Profit	59,937.96	15,570,650.00	0.39%
Expense			
Capital Outlay	0.00	9,000,000.00	0.0%
Material & Services	6,604.36	415,000.00	1.59%
Special Payments	0.00	2,000,000.00	0.0%
Transfers & Contingency	0.00	400,000.00	0.0%
Total Expense	6,604.36	11,815,000.00	0.06%
Net Ordinary Income	53,333.60	3,755,650.00	1.42%
Net Income	53,333.60	3,755,650.00	1.42%

PORT OF THE DALLES AGENDA ITEM

MEETING DATE	November 14, 2024
ACTION ITEM I-3.)	October 2024 Financial Reports <u>Commissioner Coburn</u>
STAFF RECOMMENDATION	Approve <u>October 2024 Financial Reports</u> as presented

Notable

- Savings
 - Oregon State Treasury Short Term Fund: 5.11%
 - First Interstate Bank Money Market: 4.85%
- Uncommon Fund Activity
 - General Fund
 - ❖ Income
 - None
 - ❖ Expense
 - Gary Denney, Down payment on Port Administrative Office carpet and vinyl installation for the main floor, stairs, and upper floor: \$9,592.97
 - Government Ethics Commission, Annual Billing: \$945.68
 - Marina Fund
 - ❖ Income
 - None
 - ❖ Expense
 - None
 - Port Development Fund
 - ❖ Income
 - None
 - ❖ Expense
 - Mastercard, Expenses for The Dalles Community Outreach Team trip to Washington, D.C.: \$2,958.19

PORT OF THE DALLES
Balance Sheet by Class
As of October 31, 2024

	<u>General Fund</u>	<u>Marina Fund</u>	<u>Port Development Fund</u>	<u>Unclassified</u>	<u>TOTAL</u>
ASSETS					
Current Assets					
Checking/Savings					
FIB Checking					
General Fund	10,559.76	0.00	0.00	0.00	10,559.76
Marina Fund	0.00	1,275.11	0.00	0.00	1,275.11
Port Development Fund	0.00	0.00	3,421.06	0.00	3,421.06
Total FIB Checking	<u>10,559.76</u>	<u>1,275.11</u>	<u>3,421.06</u>	<u>0.00</u>	<u>15,255.93</u>
FIB Money Market					
General Fund	31,471.01	0.00	0.00	0.00	31,471.01
Marina Fund	0.00	1,026.49	0.00	0.00	1,026.49
Port Development Fund	0.00	0.00	26,540.87	0.00	26,540.87
Total FIB Money Market	<u>31,471.01</u>	<u>1,026.49</u>	<u>26,540.87</u>	<u>0.00</u>	<u>59,038.37</u>
LGIP					
General	1,808,813.43	0.00	0.00	0.00	1,808,813.43
Marina	0.00	201,241.02	0.00	0.00	201,241.02
Port Development	0.00	0.00	4,378,698.76	0.00	4,378,698.76
Total LGIP	<u>1,808,813.43</u>	<u>201,241.02</u>	<u>4,378,698.76</u>	<u>0.00</u>	<u>6,388,753.21</u>
Petty Cash	<u>66.28</u>	<u>28.48</u>	<u>55.24</u>	<u>0.00</u>	<u>150.00</u>
Total Checking/Savings	<u>1,850,910.48</u>	<u>203,571.10</u>	<u>4,408,715.93</u>	<u>0.00</u>	<u>6,463,197.51</u>
Total Current Assets	<u>1,850,910.48</u>	<u>203,571.10</u>	<u>4,408,715.93</u>	<u>0.00</u>	<u>6,463,197.51</u>
TOTAL ASSETS	<u>1,850,910.48</u>	<u>203,571.10</u>	<u>4,408,715.93</u>	<u>0.00</u>	<u>6,463,197.51</u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
Payroll Liabilities	113.81	0.00	0.00	0.00	113.81
Total Other Current Liabilities	<u>113.81</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>113.81</u>
Total Current Liabilities	<u>113.81</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>113.81</u>
Total Liabilities	<u>113.81</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>113.81</u>
Equity					
Unrestricted Net Assets	1,920,016.29	200,036.33	4,336,400.88	0.00	6,456,453.50

Cash Basis

PORT OF THE DALLES

Balance Sheet by Class

As of October 31, 2024

	General Fund	Marina Fund	Port Development Fund	Unclassified	TOTAL
Net Income	-69,219.62	3,534.77	72,315.05	0.00	6,630.20
Total Equity	<u>1,850,796.67</u>	<u>203,571.10</u>	<u>4,408,715.93</u>	<u>0.00</u>	<u>6,463,083.70</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,850,910.48</u></u>	<u><u>203,571.10</u></u>	<u><u>4,408,715.93</u></u>	<u><u>0.00</u></u>	<u><u>6,463,197.51</u></u>

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-GENERAL FUND
 July through October 2024

	<u>Jul - Oct 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	555,794.00	0.0%
Interest from Earnings	33,445.69	27,790.00	120.35%
Other Resources			
Grants	0.00	4,020,000.00	0.0%
Launch Ramp & Transient Moorage	1,790.00	3,000.00	59.67%
Leased Land & Facilities	87,675.00	80,000.00	109.59%
Loan Repayments			
Marina Fund			
Interest	0.00	6,463.00	0.0%
Principal	0.00	78,003.00	0.0%
Total Marina Fund	<u>0.00</u>	<u>84,466.00</u>	<u>0.0%</u>
Total Loan Repayments	0.00	84,466.00	0.0%
Other Income	<u>2,410.13</u>	<u>50,000.00</u>	<u>4.82%</u>
Total Other Resources	91,875.13	4,237,466.00	2.17%
Previously Levied Taxes	3,492.98	5,000.00	69.86%
Property Taxes	1,521.14	448,268.00	0.34%
Transfer from Other Funds	<u>0.00</u>	<u>875,000.00</u>	<u>0.0%</u>
Total Income	<u>130,334.94</u>	<u>6,149,318.00</u>	<u>2.12%</u>
Gross Profit	130,334.94	6,149,318.00	2.12%
Expense			
Capital Outlay	45,404.41	4,250,000.00	1.07%
Material & Services	60,723.60	334,000.00	18.18%
Personal Services	93,426.55	470,000.00	19.88%
Transfers & Contingency	<u>0.00</u>	<u>600,000.00</u>	<u>0.0%</u>
Total Expense	<u>199,554.56</u>	<u>5,654,000.00</u>	<u>3.53%</u>
Net Ordinary Income	<u>-69,219.62</u>	<u>495,318.00</u>	<u>-13.98%</u>
Net Income	<u><u>-69,219.62</u></u>	<u><u>495,318.00</u></u>	<u><u>-13.98%</u></u>

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-MARINA FUND
 July through October 2024

	<u>Jul - Oct 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	206,233.00	0.0%
Interest from Earnings	3,534.77	10,312.00	34.28%
Other Resources			
Fire Emergency	0.00	1,500,000.00	0.0%
Total Other Resources	0.00	1,500,000.00	0.0%
Total Income	3,534.77	1,716,545.00	0.21%
Gross Profit	3,534.77	1,716,545.00	0.21%
Expense			
Capital Outlay	0.00	900,000.00	0.0%
Debt Service	0.00	84,466.00	0.0%
Transfers & Contingency	0.00	675,000.00	0.0%
Total Expense	0.00	1,659,466.00	0.0%
Net Ordinary Income	3,534.77	57,079.00	6.19%
Net Income	3,534.77	57,079.00	6.19%

Profit & Loss Budget vs. Actual-PORT DEVELOPMENT FUND

July through October 2024

	<u>Jul - Oct 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	4,353,000.00	0.0%
Interest from Earnings	76,591.11	217,650.00	35.19%
Other Resources			
Grants	0.00	4,000,000.00	0.0%
Land Sales & Contract Interest			
V&G			
Interest	1,139.99		
Principal	1,900.01		
Total V&G	3,040.00		
Land Sales & Contract Interest - Other	0.00	2,500,000.00	0.0%
Total Land Sales & Contract Interest	3,040.00	2,500,000.00	0.12%
Other Income	0.00	4,000,000.00	0.0%
Total Other Resources	3,040.00	10,500,000.00	0.03%
Transfer from Other Funds			
General Fund	0.00		
Transfer from Other Funds - Other	0.00	500,000.00	0.0%
Total Transfer from Other Funds	0.00	500,000.00	0.0%
Total Income	79,631.11	15,570,650.00	0.51%
Gross Profit	79,631.11	15,570,650.00	0.51%
Expense			
Capital Outlay	0.00	9,000,000.00	0.0%
Material & Services	7,316.06	415,000.00	1.76%
Special Payments	0.00	2,000,000.00	0.0%
Transfers & Contingency	0.00	400,000.00	0.0%
Total Expense	7,316.06	11,815,000.00	0.06%
Net Ordinary Income	72,315.05	3,755,650.00	1.93%
Net Income	72,315.05	3,755,650.00	1.93%

PORT OF THE DALLES AGENDA ITEM

MEETING DATE	November 14, 2024
ACTION ITEM I-4.)	The Dalles Marina Rules & Regulations
STAFF RECOMMENDATION	Adopt <u>The Dalles Marina Rules & Regulations</u> as presented

Following find The Dalles Marina Rules & Regulations; the proposed amendments are in red.

The Dalles Marina Rules & Regulations

Adopted: November 14, 2024

1. General Provisions

- a. When a boathouse or watercraft enters the Marina, it immediately comes under the jurisdiction of the Port, or its designee, and shall be berthed or anchored only where authorized.
- b. All new boathouses and watercraft to be placed by lessees in rented spaces or slips must be approved by the Port, or its designee, before being moored.
- c. A Tenant's guest is the full responsibility of the host tenant. The host shall meet all guests at the locked gate to let them in. A tenant may not open the locked gate for another tenant's guest. TENANTS SHALL ACCOMPANY GUESTS AT ALL TIMES.
- d. Disorderly conduct or the violation of Oregon laws by lessee, his/her guests or invitees shall be the cause for their immediate removal from the Marina and termination of their lease.
- e. As defined by City of The Dalles General Ordinance 93-1175:
 - i. Tenants shall not create or assist in creating or permit the continuance of unreasonable noise.
 - ii. Using or operating sound-amplifying devices (radio, stereo, loudspeakers, etc.) are prohibited between the hours of 11:00 p.m. and 7:00 a.m.
 - iii. Construction activities are prohibited between the hours of 8:00 p.m. and 7:00 a.m.
- f. Sanitary facilities or any hazardous materials will not be discharged into the boat basin. It is illegal to discharge gray water into Oregon waterways.
- g. Dumpsters
 - i. Household garbage and recycling generated in the Marina shall be deposited in containers supplied for that purpose.
 - ii. Boathouse clean-up and other construction debris SHALL NOT BE PLACED in, or alongside, the Marina garbage and recycling containers. If this occurs a fine of \$65.00/hour, plus the cost of proper disposal will be assessed.
- h. Pets: All pets in the Marina are required to be always on a leash while on the docks. Pet owners shall immediately clean up and dispose of all animal waste to proper disposal containers. Placing this material in the waters of the State of Oregon is prohibited. Tenants and/or their guests violating this rule will not be allowed to bring pets into the Marina for the balance of their lease term and could lose their lease.
- i. Persons under the age of 12
 - i. Must always be accompanied by a responsible adult, regardless of whether such persons are identified as a family member or guest of a Tenant.
 - ii. Must always wear a life jacket while in the Marina.
- j. Parking
 - i. Tenants shall park vehicles in the parking lot adjacent to the Marina.
 - ii. No vehicle shall be in the parking lot for more than 72 hours.
 - iii. Neither the Port, nor its designee, are liable for any theft or damage.
 - iv. *No trailers, Recreational Vehicle's, or fifth wheels can be parked overnight without permission by the Port or its designee. No more than one vehicle space can be used per vehicle.*
- k. Any boathouse or watercraft that sinks in the Marina shall be removed by the owner at his or her expense.
- l. No space lease for boathouse, boat, or any other mooring space at The Dalles Marina may be subleased by tenant to any third party.
- m. The Port, or its designee, and/or the management, operator and/or concessionaire of The Dalles Marina, may issue a "trespass notice" to any person in the Marina for reasons it or they deem sufficient, they would be subject to arrest for trespass, and this would be true even if a tenant desires for the person so noticed to be present in the Marina.

2. All New Marina Tenants

- a. All new Marina tenants (boathouse or open moorage) shall pass security screening criteria prior to an initial lease agreement being issued.
- b. All new Marina tenants shall provide proof of the following before lease agreement being authorized:
 - i. Boathouse and/or watercraft ownership: a copy of the sales contract or bill of sale and title.
 - ii. Current copy of boathouse liability insurance with the minimum limit of \$500,000.00, as determined by the Port Commission and to include both Port of The Dalles and The Dalles Marina, LLC listed as additional insured.
 - iii. Current copy of watercraft pollution liability insurance with the minimum limit of \$500,000.00, as determined by the Port Commission and to include both Port of The Dalles and The Dalles Marina, LLC listed as additional insured.
 - iv. If Marina tenant owns a boathouse and watercraft, it is required to have both liability and pollution liability insurance, as stated above in 2. (b.)(ii.) and 2.(b.)(iii.)
 - v. Copy of current watercraft registration.
 - vi. Current photo of watercraft
 - vii. Proof of residency
- c. Only tenants that have passed a background screening shall be issued a key.

3. Annually:

- a. Leases will be issued annually.
- b. Marina tenants will provide a current copy of boathouse liability insurance with the minimum limit of \$500,000.00, as determined by the Port Commission and to include both Port of The Dalles and The Dalles Marina, LLC listed as additional insured.
- c. Marina tenants will provide a current copy of watercraft pollution liability insurance with the minimum limit of \$500,000.00, as determined by the Port Commission and to include both Port of The Dalles and The Dalles Marina, LLC listed as additional insured.
- d. If Marina tenant owns a boathouse and watercraft, it is required to have both liability and pollution liability insurance, as stated above in 2.(b.)(ii.) and 2.(b.)(iii.)
- e. Photo of watercraft showing current registration on it.
- f. To demonstrate seaworthiness, at least once between June-August, watercraft must be moved out of its slip and back, using its own power.

4. Watercraft

- a. Watercraft MAY NOT be used as principal residences as defined by ORS 09.100 and further defined by ORS 830.700. Overnight stays are limited as follows:
 - i. June 1 – August 31: No more than 45 consecutive overnight stays at any one time.
 - ii. September 1 – May 30: No more than 14 stays in a one-month period.
- b. Watercraft within the Marina must be operated at a speed so as not to create a wake.
 - i. Reported violators will be given one verbal warning to adhere to an appropriate speed; a written notice will be issued for a second reported violation; and report of a third violation will be met with legal action.
- c. Watercraft in the Marina shall be operated according to United States Coast Guard Rules and Regulations.
- d. Watercraft may not be moored to, outside of, or off, the space let to boathouse.
- e. Watercraft engine and bilge maintenance will comply with the following:
 - i. Always use absorbent bilge pads or socks to soak up oil and fuel.
 - ii. Recycle and/or dispose of petroleum products properly.

- iii. DO NOT DISPOSE OF ANY FUELS OR USED OIL in the Marina dumpsters.
 - iv. Oil filters are to be thoroughly drained and disposed of properly.
 - v. DO NOT DISCHARGE BILGE WATER if there is a sheen to it.
- f. Watercraft moored in the Marina must always be operable and maintained in a seaworthy condition and not constitute a safety, fire, or health hazard, or present a risk of sinking. The Port, or its designee, may ask the Tenant to demonstrate the seaworthiness of their watercraft at any time. The watercraft's hull, keel, decking, cabin, and mast must be structurally sound and free from dry rot or other similar defects or deficiencies. If the watercraft does not comply with these conditions, the Tenant must immediately re- move their watercraft from the Marina for repair. If the Port, or its designee, is of the opinion that the watercraft is hazardous to Marina property or facilities, other watercraft, or persons, it will be denied per- mission to remain on Marina property and be required by the Port, or its designee, to be removed from the Marina at the owner's expense upon receipt of written request from the Port, or its designee. If a watercraft owner has been requested to remove their watercraft from the Marina but is unavailable to do so or refuses to act upon such request, the Port, or its designee, has the right to cause removal of the water- craft from the Marina at the owner's expense, and to terminate the moorage lease.
- g. Watercraft are required to store sewage in holding tanks and dispose of property at the pump-out station.
- h. Watercraft are prohibited from discharging any municipal solid waste while moored in the Marina.
- i. All watercraft shall be moored to the dock in a secure manner. This system must protect the dock system and surrounding boathouses and/or watercraft.

5. Boathouses

- a. Boathouses **MAY NOT** be used as principal residences as defined by ORS 09.100 and further defined by ORS 830.700. Overnight stays are limited as follows:
 - i. June 1 – August 31: No more than 45 consecutive overnight stays at any one time.
 - ii. September 1 – May 30: No more than 14 stays in a one-month period
- b. A boathouse is a covered structure on floats used for the protected moorage of a boat. A boathouse is essentially a garage for a boat. A boathouse is not a houseboat or floating home and is not to be used as such within the Marina.
- c. Boathouses located on leased spaces within the Marina are for personal recreational use only, of approved boat owners only. No commercial use may be made of any boathouse located within the Marina.
- d. The Marina is zoned "CR", a Recreational Commercial District within the local zoning law (City of The Dalles). Dwellings are prohibited in this zone under the circumstances existing in the Marina.
- e. Tenants may not live in the boathouse on the leased space. They may not use the boathouse on the leased space as a residence.
- f. Boathouses must be of a dimension, size, design, and color satisfactory to the Port, or its designee.
- g. All boathouse numbers must be posted in a visible location on the front of the boathouse.
- h. All boathouses shall maintain a minimum of 12" of freeboard in a uniform manner to ensure there is limited stress on the docks.
- i. All boathouses shall be connected to the Port's dock in a secure manner. This system must protect the dock system and surrounding boathouses and/or watercraft. Connections shall provide a minimum 6" clearance between the dock and the lessee's boathouse to allow space for maintenance work on the docks and utilities. This space can be left open or provide a hinged, removable cover that will provide the required clearance. All mooring connections and revisions to existing systems must have prior Port, or its designee, approval.
- j. Boathouses with functioning kitchen and/or bathroom facilities are required to hook up to the Marina's sewer system.
- k. Boathouses are required to be regularly maintained and repaired so that the outward appearance and structural condition of all boathouses are of a first-rate, top-quality condition. The following conditions,

although not meant to be totally inclusive, are illustrative of violations within the meaning of this rule:

- i. Paint on boathouse siding, decking, windowsills, doors, roofs, etc., exhibiting a cracking or peeling condition.
 - ii. The roof on the boathouse is not securely affixed to the boathouse structure.
 - iii. Absence of siding on boathouse frame including sides, front (that portion most immediately adjacent to and secured to the dock system) and gables when the design of the boathouse structure would be aesthetically enhanced by the addition of siding (in this latter regard, as in all the Marina rules and regulations, e.g., rule 34 here, the Port Commission is final arbitrator over what constitutes "aesthetic enhancement").
 - iv. Rain gutters and other designed parts of the boathouse which are not securely affixed and functioning.
 - v. Removal of vegetation from floats.
 - vi. All Boathouses will be equipped with smoke detectors on the inside of the boathouse; a minimum of one smoke detector per floor.
 - vii. A fire extinguisher (minimum of 2a-10bc) is required to be mounted on the outside of the boathouse.
- l. Debris, materials, or accessories shall not be stored or otherwise allowed to accumulate outside, whether on or off the space let to the boathouse lessee. Supplies shall not be stored outside boathouses, whether on or off the space leased to the boathouse lessee.
 - m. Any modifications to a boathouse must be approved in writing by the Port, or its designee, prior to any work being done.
 - i. If an unapproved modification is constructed, and it is determined by the Port, or its designee, that the modification is negatively impacting the marina, the docks, or neighbors, the lease will be terminated.
 - n. Boathouses shall be in sea-worthy condition and not constitute a safety, fire or health hazard or they shall be removed from the Marina at the owner's expense.
 - o. *As of August 14, 2024, at the Port of The Dalles Commission Meeting, per order of the Commission, there is a building moratorium in the Port of The Dalles Marina.* The permission to build a boathouse in the Marina must be approved in writing by the Port, or its designee. Refer to Exhibit A Requirements for Building a Boathouse at The Dalles Marina

6. Prohibited

- a. **SWIMMING IS PROHIBITED** in all areas of the Marina.
- b. Boathouses and/or watercraft not marked or identified as required by law will not be permitted within the Marina.
- c. No alteration of slip size, boathouse space or any Port owned components will be permitted.
- d. No additional moorage cleats or tie-ups to be added to the docks in the open moorage areas. If additional cleats are needed, they shall be installed and maintained by the Port, or its designee.
- e. Tenants shall not install or construct any lockers, chests, cabinets, steps, ramps, or similar structures on Port owned facilities.
- f. Watercraft may not be moored to, outside of, or off, the space let to boathouse.
- g. Watercraft are prohibited from discharging any municipal solid waste while moored in the Marina.
- h. *No cooking or open flames of any sort shall be allowed anywhere in the Marina. This includes, but is not limited to, on the walkways, docks, boats and boathouses. This includes barbecues (propane or coals), fire pits, fuel burning lamps, or any similar device which provides light or heat by means of a covered or visible flame or hot coals or embers. Wood-burning stoves, wood-burning fireplaces and all open burning is prohibited in the Marina.*
- i. No fishing will be permitted in a manner endangering individuals or impeding the movement of watercraft within the Marina.

- j. Sanitary facilities or any hazardous materials will not be discharged into the boat basin. It is illegal to discharge gray water into Oregon waterways.
- k. All fireworks, including sparklers, are **STRICTLY PROHIBITED** on Port Property.
- l. Smoking is not allowed anywhere in the Marina.

7. Emergencies:

- a. For emergency services to aid in the case of an emergency, all boathouses are required to post their boat-house number on the front of the boathouse in a visible location.
- b. The Port, or its designee, has the right to require inspection of any boathouse and/or watercraft in the Marina to ensure seaworthiness and adherence to safety, fire, and health requirements, at the owner's expense.
- c. In case of an emergency requiring immediate action and/or repairs to lessee's boathouse or watercraft, to protect Port's property or the property of other Marina lessees, the Port, or its designee, shall have the right to perform said emergency actions and/or repairs and charge all costs to lessee.
- d. The Port, or its designee, is not responsible for any loss or damage to boathouse or watercraft in the Marina. Each owner will be held responsible for damage which he/she may cause to other boathouses or watercraft in the Marina or for damage to any Port structure.

8. All Marina Rules and Regulations are enacted, reviewed, and revised regularly by the Port of The Dalles Commission. The Marina Rules and Regulations have been expressly adopted:

- a. To provide for the orderly and safe use by the public of the Marina and the parking areas and other Port property adjacent to it.
- b. To provide for the maintenance and improvement of the visual and aesthetic appearance of the Marina and surrounding Port properties near it (including boathouses and watercraft moored in it).
- c. To provide for the protection of the Port's improvements and properties within the Marina and on Port properties nearby.
- d. To provide and protect the general use and enjoyment of the space and slip rentals within the Marina for the benefit of Port Marina tenants and/or lessees within the Marina; and
- e. To provide for the benefit of the public, regarding safety, health, and welfare within the Marina and on the Port's properties nearby.

9. In construing the meaning of any of the Marina Rules and Regulations herein, or of any clause, phrase, provision, or portion thereof, the lessee or tenants within the Marina, and the public using same, are bound by the final determination of the Port of The Dalles Commission regarding any such construction, interpretation or meaning.

Exhibit A

Requirements for Building a Boathouse at The Dalles Marina

1. An 18-inch-wide walkway shall be on both sides of the boathouse running perpendicular to the dock; roof eaves shall not extend beyond the walkway.
2. At least one smoke detector is required on the inside of the boathouse.
3. A fire extinguisher with a minimum size of 2a-10bc, is required to be mounted on the outside of the boathouse and is the responsibility of the owner to have it serviced annually by a licensed company.
4. A clear space of at least 5 feet is required between adjacent structures measured horizontally from walkway to walkway.
5. All exterior doors shall be 1 3/4 inches thick with a solid fire-rated core.
6. A boat well is required with a minimum size of 9 by 20 feet.
7. Log Flotation: Logs shall be free of bark and sound. Logs shall be securely framed with cross beams to resist flotation and differential movement. The clear distance between logs shall not exceed 20 inches. Cross beams shall be no smaller than 4 inches by 8 inches (6 inches by 10 inches is preferred); and must be pressure treated lumber. Cross beams shall be 48 inches apart at the center or less. Zinc coated or galvanized steel pins/spikes/bolts must be used to attach cross beams to logs, no less than 5/8 inches by 20 inches long; 2 at outboard logs and 1 on in- board logs.
8. Roofing material must be metal.
9. Siding material must be metal. It is permitted to trim out windows with wood.
10. The owner must hire an electrician from the list of approved electricians found with the Port's designee, to do all electrical work.
11. The owner is required to have a licensed and bonded electrician and plumber tie into the water, sewer and electrical system(s) of the Marina.
12. Sanitation: Every mooring site which is intended for, or which is occupied by, a floating structure containing toilet, bathing, laundry, kitchen, or any other sanitary facilities, shall be provided with an approved connection for potable water and sewage disposal. The boathouse must use a ProFlo PF93015 preassembled sewage pump kit with a minimum of a 1/2 hp motor, and it must connect to the Marina sewer system using quick disconnect connections.
13. The boathouse structure shall be single story only. The maximum height of the boathouse is not to exceed 17 feet and is required to have a 4:12 pitch roof. When possible, load bearing walls should align over cross beams or the center of the line of logs.
14. Insurance: A Course of Construction or Construction insurance policy is required during construction

to cover the boathouse build plus potential cleanup should a catastrophic event take place. The insurance coverage is required to be: \$1 million aggregate and \$1 million pollution.

15. Debris must be picked up out of the water immediately and disposed of appropriately; construction debris shall not be disposed of in the marina trash containers. Applicable fines explained here: 1. General Provisions, g. Dumpsters, ii.
16. Construction Area: Keep the docks clear and a minimum of 18 inches of safe walking distance if material is on the dock. Keep all tripping hazards clear from the dock. No material or equipment is allowed to be stored on the dock. A hard containment boom is required to be placed in the water around the construction area to keep debris contained.
17. Once plans are approved, the owner has six months to complete the outside project, from foundation to having the boathouse framed in, with siding and roof complete. Failure to do so could result in the loss of the lease and the current structure would need to be removed from the Marina at the owner's expense.
18. System Development Charge's will need to be paid at the beginning of the lease before the start of the building project.

PORT OF THE DALLES AGENDA ITEM

MEETING DATE	November 14, 2024
ACTION ITEM I-5.)	Public Meeting Policy
STAFF RECOMMENDATION	Adopt <u>Public Meeting Policy</u> as presented

Proposed Public Meeting Policy as per Oregon Statute following.

PUBLIC MEETING POLICY

Adopted: November 14, 2024

All meetings shall be conducted in accordance with the Oregon Public Meetings Law ORS 192.610-192.705 and Port of The Dalles By-Laws revised August 14, 2024

Notice and Location of Meetings

Application

This policy applies to all meetings of the Port Commission, and to any meetings of subcommittees, or advisory groups appointed by the Commission if such subcommittees or advisory groups normally have a quorum requirement, take votes, and form recommendations as a body for presentation to the Port Commission.

Location of Meetings

All meetings shall be held within the geographic boundaries of the Port, except for training sessions held without any deliberations toward a decision. No meeting shall be held in any place where discrimination on the basis of race, creed, color, sex, age, national origin, or disability is practiced. All meetings shall be held in places accessible to the handicapped.

Meetings Held by Electronic Means

Port Commission meetings, excluding executive sessions, must provide members of the general public, to the extent reasonably possible, an opportunity to:

- (a) Access and attend the meeting by telephone, video or other electronic or virtual means;
- (b) If in-person oral testimony is allowed, submit during the meeting oral testimony by telephone, video or other electronic or virtual means; and
- (c) If in-person written testimony is allowed, submit written testimony, including by electronic mail or other electronic means, so that the governing body is able to consider the submitted testimony in a timely manner.

Due to increased concerns around cybersecurity, the Port retains the right to stop any electronic, video, or other virtual meeting if it is deemed there is a security risk. The Port also retains the right to stop any electronic, video, or other virtual meeting if remote attendees are acting in a disruptive manner.

Emergency Meetings

Emergency meetings may be held at the request of persons entitled to call special meetings, upon less than 24 hours' notice in situations where a true emergency exists. An emergency exists where there are objective circumstances which, in the judgment of the person or persons calling the meeting, create a real and substantial risk of harm to the Port which would be substantially increased if the Commission were to delay in order to give 24 hours' notice before conducting the meeting. The convenience of Commissioners is not grounds for calling an emergency meeting.

At the beginning of any emergency meeting, the Executive Director or Commissioner calling the meeting shall recite the reason(s) for calling the emergency meeting, and the reason(s) shall be noted in the minutes. Only business related directly to the emergency shall be conducted at an emergency meeting. If the Commission determines that the reasons for calling the meeting are insufficient, the meeting shall be immediately adjourned.

Notice of Meetings

Notice of the time, place, and principal subjects to be considered shall be given for all meetings. For regular or special meetings, the notice shall be in the form of an agenda, which shall be sent to all Commission members, local media, and to all persons or other media representatives having requested notice in writing of every meeting. The agenda shall also be posted on the Port of The Dalles website, www.portofthedalles.gov

Written notice shall also be sent to any persons who the Port knows may have a special interest in a particular action, unless such notification would be unduly burdensome or expensive. For emergency meetings, the Port shall give as much notice as possible under the circumstances, but at minimum will contact local media to inform them of the meeting.

Executive Sessions

Notice for a meeting called solely to hold an executive session shall be given in the same manner as notice for regular, special and emergency meetings set forth above. The notice shall indicate the general subject matter to be considered and set forth the statutory basis for calling the executive session.

Interpreters for the Hearing Impaired

The Port shall comply with ORS 192.630(5) regarding the provision of interpreters for the hearing impaired at Commission meetings, in accordance with the following rules:

- (a) The Port shall make a good faith effort to have an interpreter for hearing impaired persons provided at any regularly scheduled meeting if the person requesting the interpreter has given the Port at least 48 hours' notice of the request, provided the name of the requester, the requester's sign language preference, and any other relevant information which the Port may require. "Good faith efforts" shall include contacting the Oregon Disabilities Commission, or other state or local agencies that maintain a list of qualified interpreters.
- (b) If a meeting is held upon less than 48 hours' notice, the Port shall make reasonable efforts to have an interpreter present.
- (c) The requirement for an interpreter does not apply to emergency meetings.
- (d) The Executive Director shall be responsible for developing and maintaining a list of qualified interpreters and is responsible for arranging for attendance of an interpreter at any meeting for which an interpreter is requested.

Commission Meeting Conduct

Conduct of Meetings

The President or other presiding officer at any Commission meeting shall have full authority to conduct the meeting. Meetings shall be conducted in such a manner as to provide a full and fair opportunity for discussion of the issues in an efficient and timely manner. Any decision of the presiding officer at the meeting may be overridden by a majority vote of the Commission.

Public Participation

If public participation is to be a part of the meeting, the presiding officer may regulate the order and length of appearances, and limit appearances to presentations of relevant points. Persons failing to comply with the reasonable rules of conduct outlined by the presiding officer, or causing any disturbance, may be asked or required to leave. Any individual who fails to leave the premises when asked to do so may be treated as a trespasser, and law enforcement personnel may be contacted to remove the individual.

Electronic Equipment

The presiding officer shall inform persons attending any meeting of the Port Commission of reasonable rules necessary to ensure an orderly and safe meeting, including rules related to the operation of electronic recording equipment.

Recording of Votes

Votes shall be recorded. Any member may request that his or her vote be changed prior to consideration of the next order of business.

Quorum Requisites

A majority of the positions on the Commission (filled or vacant) shall constitute a quorum. A quorum is required to be present in order for the Commission to deliberate or take any final action. If only a quorum is present, a unanimous vote shall be required to take final action.

Vote Explanations

Members of the Commission may append to the record, at the time of voting, a statement indicating either the reason for their vote or abstention.

Conflict of Interest/Ex Parte Contacts

Any Commission member with a potential conflict of interest shall declare the conflict for the record but may participate in discussions

and vote. Any Commission member with an actual conflict of interest shall declare the conflict for the record, and refrain from discussion or voting. If any member of the Commission has had any ex parte contact in a quasi-judicial matter, the member shall declare the contact prior to participating in discussion on the matter.

Smoking

Oregon's Indoor Clean Air Act prohibits smoking in Port buildings and within 10 feet of all entrances, exits and accessibility ramps that lead to and from an entrance or exit, windows that open and air-intake vents. "Smoking" includes cigarettes, cigars, pipes, and the use of "inhalant delivery systems" (vaping), and other devices.

Adjournment

Upon completion of the entire agenda, or at an hour pre-determined for the meeting to end, a Commission member shall make a motion to adjourn the meeting. Another Commission member shall second the motion, and the Commission chair (or acting Commission chair) shall declare the meeting adjourned.

Special circumstances: in the case of emergency circumstances (medical emergency, threat to public safety, etc.), the meeting may be adjourned without motion or preamble. If a loss of Commission quorum occurs for any reason during the course of the meeting, the meeting is considered adjourned at that point. The minutes of the meeting shall reflect how and why the meeting was adjourned.

Executive Sessions

Notice

Notice for meetings called only to hold executive sessions shall be given in the same manner as notice for regular, special and emergency meetings set forth above, except that the notice shall indicate the general subject matter to be considered at the executive session and set forth the statutory basis for calling the executive session.

No Final Decisions

The Commission may fully discuss Commission members' views but may not make any final decisions during any executive session.

Authorized Purposes

Executive Sessions shall be held only for the following purposes:

ORS 192.660(2)(a). To consider the employment of a public officer, employee, staff member or individual agent if:

- The Port has advertised the vacancy.
- The Commission has adopted regular hiring procedures.
- In the case of the Executive Director, the Commission has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.

This authority does not apply to:

- (a) The filling of a vacancy in an elective office.
- (b) The filling of a vacancy on any public committee, commission or other advisory group.
- (c) The consideration of general employment policies.

ORS 192.660(2)(b). To consider the dismissal or disciplining of, or to hear complaints or charges brought against, an employee, staff member or individual agent who does not request an open hearing.

ORS 192.660(e). To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

ORS 192.660(f). To consider information or records that are exempt by law from public inspection.

ORS 192.660(h). To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

ORS 192.660(i). To review and evaluate the employment-related performance of the Executive Director, if they do not request an open hearing.

ORS 192.660(j). To carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

ORS 192.660(o). To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces.

ORS 192.660(p). To consider matters relating to cyber security infrastructure and responses to cyber security threats.

Conduct of Executive Session

The President or other presiding officer shall announce the statutory authority for the executive session before going into closed session. Once the executive session has been convened, the President shall direct any representatives of the news media who are present not to report information from the executive session. Commission members, staff and other persons present shall not discuss or disclose executive session proceedings outside of the executive session without prior authorization of the Commission as a whole.

Minutes of Commission Meetings

Minutes

The Commission shall keep minutes of all of its meetings, including executive sessions, in accordance with the requirements of ORS 192.650. Minutes may be taken in writing or by audio recording, and shall include at least the following information:

- All members of the Commission present.
- All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition.
- Results of all votes.
- The substance of any discussion on any matter.
- A reference to any document discussed at the meeting.

Minutes of executive sessions shall be kept separately from minutes of open meetings.

Disclosure of Executive Session Minutes

If disclosure of material in the executive session minutes would be inconsistent with the purpose for which the executive session was held, the material may be withheld from disclosure. No executive session minutes may be disclosed without prior authorization of the Commission.

Retention

Any tape recordings or written minutes of public Commission meetings or executive sessions shall be retained by the Port until such time as their disposal is authorized by rule or specific authorization of the State Archivist pursuant to ORS 192.105.

Availability to the Public

Written minutes of the regular Commission meeting shall be made available to the public after formal approval by the Port Commission.

MEETING DATE November 14, 2024

REPORT ITEM J-1.) Director's Report Executive Director Klaas

Office

- Commissioner Weast and Executive Director Klaas joined The Dalles Community Outreach Team (COT) trip to Washington, D.C. The following is a recap of the trip.
 - o The team met with all four Senator's staff from both Oregon and Washington
 - o Representatives Bentz (OR), Newhouse (WA), Glusenkamp Perez (WA), and Chavez DeRemer (OR)
 - o The team also met with the National Association of Counties, and Governor Kotek's Federal Affairs Director, Annie McColaugh
 - o Project notes summary from meetings:
 - Columbia Gorge Early Learning Center, possible funding sources for construction and operations:
 - CDBG HUD - as long as 80% low moderate served
 - USDA Rural Development as some childcare-eligible programs
 - Dept. of Labor under their Strengthening Community Colleges program
 - American Community Fund - preschool community development block grant?
 - *Follow up: Everyone agreed to write letters in support of this project*
 - Resolution Center, possible funding sources:
 - USDA Rural Housing Authority - Community Facilities might have funding
 - Congressman Bentz indicated there may be possible \$ from bills 2 years ago. His staff is looking into this.
 - Strongly Suggested: Play up the regional component of the 3-county facility. They suggested that this could really help, and it should be strongly noted.
 - Spoken County has a similar existing project, and we should connect with them to find out how they funded their project. It might be of some help. They suggested that Spokane's project was quite a bit smaller than what we are planning.
 - *Follow up: Look into funding ideas and connect with Spokane County their project.*
 - Aviation Maintenance Technology Program and Hanger Construction:
 - Main point was to get support for the project - everyone agreed to provide support.
 - Representative Bentz letter needs to identify that they are existing funds, not new funds.
 - Discussion about operational funds:
 - o FAA as 3 new grants that have just been released - \$60 million total
 - o DOL - Strengthening Community Colleges - small, but can be used for equipment and renovations
 - o DOE - strong focus on career pathways - Perkins money career & technical funds
 - Boat Launch Upgrade:
 - In order to have access to funds make sure that the project is included in the county and state emergency operation plan as a priority - need to confirm or make this happen.
 - FEMA has pre-disaster funding and you can apply for technical assistance money to help apply for the actual funding.
 - Technical assistance programs from Economic Development Administration might work for rural communities.
 - *Follow up: Work to get this project in the Emergency Operating Plans at county and state.*
 - Port Industrial Land Planning:
 - EDA is a typical funding opportunity.
 - For the next book, include conceptual drawings of proposed development
 - *Follow up: Connect with Kelly Brooks in Governor Kotek's office to seek funding advice and get project on their radar.*
 - Land Exchange (City and UFSF are working on a land swap within The Dalles watershed)
 - Representative Bentz is key in getting this done. He has a land bill that he is writing and there are 2 other land swaps currently in the bill. It needs to happen in the next 2 weeks and needs to be in the correct form.

- Look into Recreation and Public Purpose conveyance from USFS to the City of The Dalles. One was done for the Port of Skamania (wind river tree farm) from the USFS. Search in federal records for “conveyance to the Port of Skamania”
 - If this is in the book next year, include a map showing the property that is being discussed.
 - *Follow up: Work to pull together all materials for a land exchange and make sure all parties are supportive and on the same page.*
- Congressman Cliff Bentz and his staff visited The Dalles to see first-hand the projects that the COT brought to him in Washington, D.C. during the September trip there. Congressman Bentz spent about three hours visiting all the projects. Wasco County provided transportation in their passenger van for Mr. Bentz, his staff, and several COT members. For the port, we met him at the marina to talk about the importance of the renovation of the public boat launch and why its location is critical for emergency river rescue as well as emergency response when there is a Cascadia event. We ended the tour up at the Columbia Gorge Community College Skill Center, with lunch following where Congressman Bentz was able to follow up with questions and the COT team was also able to ask follow-up questions from his staff. The Port also presented the future industrial lands project and let him know that we will be looking for assistance for the infrastructure improvements. These community meetups with our legislators are a great way to showcase what is happening in The Dalles/Wasco County and to reemphasize that we have been good stewards of the Federal assistance that we have received over the years. It is always very helpful to have them see the projects and sites firsthand.
- Executive Director Klaas met with Emergency Management Services Manager, Sheriff’s Office, Wasco County, Sheridan McClellan to discuss adding the Port’s public boat launch to the emergency management plan. The meeting was timely as Wasco County has just embarked on an update of this plan, and part of that work is to collaborate with key stakeholders, one of which is the Port. The Port has entered into an Intergovernmental Agreement with Wasco County, the City of The Dalles, City of Mosier, City of Dufur, City of Maupin, Mid-Columbia Fire and Rescue, and North Central Public Health District to participate in the process. The cost of the project is \$64,500.00. Wasco County received a grant of \$33,000.00 from Oregon Department of Emergency management for the plan update and the participating agencies will cover the balance of \$31,500.00. The Port’s contribution is \$500.00. Once this plan is complete the Port will be able to apply for funds from both Oregon Emergency Management as well as the Federal Emergency Management Administration for projects at the boat launch.
- Columbia Gateway Urban Renewal Plan Amendment (Letter from Joshua Chandler following, proposed project list included) The Dallas City Council is considering adopting an amendment to increase the Urban Renewal Plan’s maximum indebtedness which will allow the Urban Renewal Agency to complete a limited number of projects that are in the pipeline. The proposed increase is \$6,136,517.00 and will extend the Plan by three years, sunsetting June 30, 2029. Without the extension, the impact on the Port is (\$27,347.00) or (\$13,673.50)/year with the plan sunsetting June 30, 2026. If the amendment is approved, the total impact to the Port will be (\$98,339.00) or (\$19,667.80)/year with the plan sunsetting June 30, 2029. The affected agencies have 45 days to comment on the proposal. City Council will be discussing this at their December 9th meeting at 5:30 p.m. You can watch the livestream here: [www.thedalles.org/Live Streaming](http://www.thedalles.org/Live%20Streaming)
- The Port of The Dalles hosted the annual Oregon Public Ports Association meeting. There were about 30 attendees. The highlight of the event was a tour of The Dalles Dam.
- Biological Opinion/FEMA impact.
 - o Property owners along the Columba River and other bodies of water have started receiving letters to let them know that their property may be affected by new FEMA rules that resulted from a court case filed by an environmental group.
 - o Based on information provided by the City of The Dalles during the preliminary map phase, FEMA has undertaken a re-study and analysis of the floodplains in Wasco County.
 - o The tentative timeline we have been given for a new preliminary map is no earlier than next year, likely in the Fall.
 - o Property owners generally can apply for a Letter of Map Amendment at any time. They can find information about that process on the FEMA website: <https://www.fema.gov/flood-maps/change-your-flood-zone>
 - o See following this report: Wasco County Upcoming Updates to the Flood Hazard Regulations
- The Port sent a letter to the Oregon Department of Consumer and Business services related to new agricultural worker housing rules. Nearly one half of Oregon’s total registered labor beds, more than 4,500, are in Wasco County and primarily support the cherry harvest. The new rules increase the required square foot per person in farmworker housing and would effectively reduce the available workforce housing in Wasco County by 20%-50%. By the numbers, that equates to removing between 900 and 2,250 beds. In 2018, it was estimated that there were more than 22,000 seasonal or migrant farmworkers in Wasco County and cherries are Oregon’s ninth-most valuable crop. Most of the cherries go to fresh market use, and that is worth \$63,150,000.00 in value. The Port’s letter asked that existing housing, which is inspected and regulated by several Oregon agencies, be grandfathered in under the existing rules.
- In November Wasco County provides all taxing districts will a summary of assessment that shows the net total taxes to be received for the district. There are no tax appeals at this time which could affect the final collections. The Port of The Dalles levy is 0.2007/\$1,000 assessed value. The total assessed value of property in the Port District is approximately \$2.5 Billion, and the Port will receive approximately \$488,000.00 from taxes. The tax distributions from the County to the Port will start this month.
- A new business, Iron Fitness Gym has moved into the V&G building adjacent to Klindt Cove Park. It is a 24-hour gym, owned by a local couple, Sam Perez and Karrie Call.

- Attorney Steve Shropshire has been engaged to work on the outstanding questions the Port Commission had related to The Dalles Marina. Attorney Shropshire and attorney Dick have had a preliminary conversation to kick-off the work. A more detailed report will be given in Executive Session.
- The Riverfront Trail work is almost complete. Bruce Lumper has stopped by the Port office several times to both give an update of the work, and to thank us for supporting the project.
- Commissioner Hanlon, Executive Director Klaas, and several The Dalles folks traveled to the Port of Camus-Washougal for a groundbreaking event called Hyas Point. This waterfront project started almost 15 years ago and will be a commercial/retail development on the site of an old log deck/lumber mill. www.hyaspoin.com We also looked at their Marina (covered moorage for boats), and met the new Executive Director, Trang Law. She would like to come visit our area and get to know the ports on the Columbia River. The American Cruise lines river boats also stop at their port, so it would be a good alliance to have.
- Port staff have been updating the Port's Employee Handbook. There are legislative changes that have happened these last few sessions, so it is time to align it with that legislation. Of note are the sections related to Leaves of Absence, including Bereavement Leave, Family Medical Leave, Leave to Donate Bone Marrow, Civic Duty Leave, Uniformed Services Leave, and Paid Leave Oregon. There are other updates that are being made as suggested by Special Districts of Oregon and HR Answers, a human resources company that partners with SDAO.
- Mid-Columbia Economic Development District (MCEDD) hosted their annual economic symposium. Slides from the event can be found at www.mcedd.org/symposium. Very briefly, unemployment is very low in our region, small businesses are still struggling, and agricultural industries are a cornerstone of our economy.
- Executive Director Klaas met with Andrew Danies to discuss Port projects for inclusion in the Community Enhancement Projects list that is developed by the Wasco County Economic Development Commission. The Port is including the launch ramp improvement project and the industrial lands design project.
- Port Staff continue to deal with campers and recreational vehicles on Port property. We are working with a new Police Officer, Officer Call, and she is very responsive. The Port will be giving the City of The Dalles Police permission to trespass vehicles/recreational vehicles from all Port property on the spot.

The Dalles Marina

- Update Boathouse B-1: This boathouse has been removed from the Marina.
- Winterized and closed for the season on November 1, 2024: Launch Ramp Restrooms and Boat Pumpout/Dump Station.
- A Portable Toilet was placed in the parking lot on November 1, 2024, for the winter season while the restrooms are closed.
- A hit and run took out three security cameras (mounted on a pole in front of the Launch Ramp Restrooms). Staff managed to identify the license plate of the vehicle that hit the pole; accordingly, The Dalles Police identified the citizen, who admitted to hitting the pole; the case has been sent to court. ASET will be replacing the three cameras before the end of the year, including changing the location of the pole to inside the landscaping island, as to avoid it being hit again in the future. Port Staff decided to upgrade the technology of the cameras, as to be compatible with a new recording system that will likely be installed in the next year or two (the current system is nearing the end of its lifetime).
- One of the Port's contractors, Get 'er Done, handles a variety of jobs, from homeless encampment cleanups to general cleaning and maintenance at the Marina. One of the projects they have been working on is clearing brush from the Marina Park (the Port property between the Marina and the City Dock); they chose to leave their machine parked inside on the property (behind a fence and padlocked gate), and unfortunately it got quite severely vandalized, likely by occupants of a homeless camp that Get 'er Done had just removed on the property. Thankfully they've managed to repair the machine, and it should be operating again soon.



COLUMBIA GATEWAY URBAN RENEWAL AGENCY

CITY OF THE DALLES

October 22, 2024

Andrea Klaas, Executive Director
Port of The Dalles
3636 Klindt Drive
The Dalles, OR 97058

Dear Ms. Klaas:

The Columbia Gateway Urban Renewal Agency (Agency) is notifying you that The Dalles City Council (City Council) is considering adopting an amendment to the Columbia Gateway Urban Renewal Plan. ORS 457.089 requires the amendment documents be sent to the taxing districts, following which you will have 45 days to submit written recommendations to the City Council. If written recommendations are received, the City Council must accept, reject or modify those recommendations.

The Agency has been reviewing the Columbia Gateway Urban Renewal Plan's (Plan) status over the past year. This process included reviewing the goals and objectives, projects completed and projects which would benefit the urban renewal area in the future. As a result of this work, the Agency directed staff to prepare a substantial amendment to update the Plan, including a proposal to increase the Plan's maximum indebtedness. The entire Plan has been updated to meet current standards as part of this amendment process.

The attached Columbia Gateway Urban Renewal Plan Substantial Amendment (Plan Amendment) shows revisions and updates in redline form, in addition to a clean copy of the Plan. Also attached are the Report on the Columbia Gateway Urban Renewal Plan Substantial Amendment (Report) and a memorandum showing the projected revenue sharing amounts as a result of the Plan Amendment. The Report provides the technical analysis to support the Plan Amendment. Also attached is a detail page, providing context for the "Property Rehabilitation" project in the substantial amendment (Section 600).

To provide the tax increment revenues sufficient to undertake the projects, the maximum indebtedness (MI) of the Plan may only be increased by the City Council. The MI is the total tax increment revenue spending authority including funds spent on projects, programs and administration. This proposed increase is \$6,136,517, to a total MI of \$35,262,100. Much of this MI has been used on previous projects within the urban renewal area, with approximately \$11 million available for future projects (including projects already committed by the Agency) if this amendment is adopted by the City Council. The increase in MI would increase the estimated duration of the Plan by three years, to Fiscal Year End (FYE) 2029.

The projected impacts to taxing districts are shown in Tables 11 through 16 on pages 14-16 of the attached Report.

As a result of increasing the maximum indebtedness of the Plan, revenue sharing becomes a component of the Plan. Revenue sharing means that at thresholds defined in ORS 457.470, the impacted taxing jurisdictions will receive a share of the incremental growth in the Area. The projected revenue sharing amounts are shown on page 12 of the attached Report and in the Revenue Sharing memorandum from our consultant, Elaine Howard.

The process for approval includes the following steps, in accordance with ORS 457.

- Preparation of a Plan Amendment.
- Agency review of the proposed Plan Amendment and accompanying Report and decision whether to proceed with the Plan Amendment. This would take the form of a recommendation to The Dalles City Council, as expressed through resolution.
- Review and recommendation by The Dalles Planning Commission.
- Presentation of the Plan Amendment to the Wasco County Board of Commissioners for a briefing.
- Notice to citizens of consideration of an ordinance via US Postal Service and the Urban Renewal website.
- Forwarding a copy of the proposed Plan Amendment and the Report to the governing body of each taxing district. The formal taxing district letters will be sent on October 22, 2024.
- Hearing by The Dalles City Council and adoption of the proposed Plan Amendment and accompanying Report by a non-emergency ordinance. The hearing is scheduled for Monday, December 9, 2024. Vote on the proposed ordinance would be on December 9, 2024, unless additional discussion is required on the matter. The ordinance must be a non-emergency ordinance, which means that the ordinance does not take effect until 30 days after its approval. During that period of time, the ordinance may be referred to The Dalles voters if a sufficient number of signatures are obtained on a referral petition.

Key reference dates are as follows:

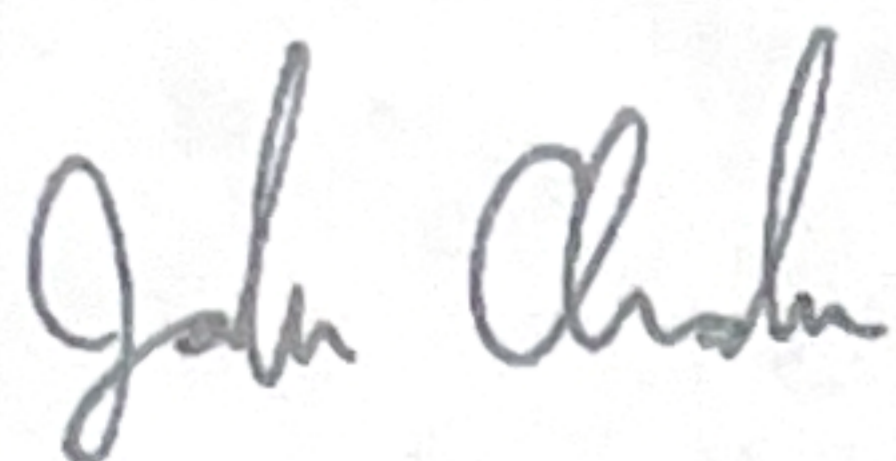
- **November 7, 2024:** City of The Dalles Planning Commission review of Substantial Amendment and concurrence with Comprehensive Plan.
- **November 8, 2024:** Public notice of December 9 City Council public hearing posted and mailed.
- **November 19, 2024:** Urban Renewal Board meeting – Board to review updated project list.
- **December 9, 2024:** The Dalles City Council consideration of Substantial Amendment, Report and Ordinance to expand MI.
- **January 13, 2025:** Optional City Council meeting if needed for decision.

If you would like to submit written input on this Plan Amendment, please do so by December 6, 2024. Any written correspondence will be shared with the City Council. Please direct any questions to Dan Spatz, Economic Development Officer at (541) 296-5491 X 1120 or dspatz@ci.the-dalles.or.us.

There are five exhibits to this letter: The draft Plan Amendment (Exhibit A), The draft Plan Amendment – Redlines (Exhibit B), the Report Accompanying the Plan Amendment (Exhibit

C), Memorandum on Revenue Sharing Projections (Exhibit D), and Property Rehabilitation projects list (Exhibit E).

Sincerely,



Joshua Chandler
Community Development Director and Urban Renewal Manager
City of The Dalles
313 Court Street
The Dalles, Oregon 97058

Exhibits:

- | | |
|-----------|---|
| Exhibit A | Columbia Gateway Urban Renewal Plan Substantial Amendment |
| Exhibit B | Columbia Gateway Urban Renewal Plan Substantial Amendment (Redlines) |
| Exhibit C | Report Accompanying the Columbia Gateway Urban Renewal Plan Substantial Amendment |
| Exhibit D | Memorandum on Revenue Sharing Projections |
| Exhibit E | Property Rehabilitation projects list |

Columbia Gateway Urban Renewal District: Projects List – October 2024

Committed Projects:

- First Street Project: Reconstruction, streetscaping
 - **\$7 million** total project estimate; \$3.8 million reserved; \$3.2 million delta

Requested Projects (*Currently Deferred*):

- Project A: Historic downtown event center, upper story residential (11 units in two buildings) and Second Street façade: \$1.8 million private investment to date, 23 employees hired to date. Needed for completion: **\$1.45 million loan requested.** *
- Project B: Historic downtown hotel/retail space (4 units): \$200,000 Main Street grant approved for façade. Private equity investment: \$350,000. **\$240,000 grant requested.**
- Project C: Historic building interior renovation for commercial production. Total project \$346,202 does not include prior investments by owner. **\$232,000 grant requested.**
- Project D: East Second St. downtown upper-floor apartment. **\$56,000 requested.**
- Project E: West Second historic bldg. – Upper story offices. **\$50,000 grant requested**

Prospective Projects (*Active discussions with preliminary estimates*):

- Project F: Historic downtown building façade restoration, apartment (1 unit), utilities, façade. **\$368,914** total project cost.
- Project G: East Second St. retail, event center: Kitchen, fire suppression, roof repair. **\$120,000** project estimate does not include room. Total budget pending.
- Project H: Historic downtown retail building façade restoration: **\$316,612** total project.
- Project I: Historic downtown retail building façade restoration: **\$523,118** total project.
- Project J: East Second Street historic building: Needs new HVAC, brick façade repair, restore historic windows and awning, roof repair. **\$250,000** estimated project cost.
- Project K: Downtown retail space – HVAC, interior upgrades. *Budget pending.*
- Project L: Wash. St. historic building. Awning, window glazing, tile. *Budget pending.*
- Project M: East Second St. apartments: Estimated total project **\$700,000** does not include second floor egress, potential seismic. Includes HVAC, sprinklers, windows.
- Project N: East Third historic bldg.: Sprinklers, structural, egress, elevator, other code upgrades to support commercial/retail. Three levels, masonry walls. *Estimate pending.*
- Project O: East Second: Street-level retail, upper story residential. **Total project \$745,000. Urban renewal request: \$200,000.**
- Project P: East Second Street vacant structure: Street-level retail; upper story residential. *Estimate pending.*
- Federal Street Plaza: Public plaza total estimated at \$721,000 (Value escalation to start of project). Agency funding would leverage external grant.
- Tony's site redevelopment: Two of three RFEI responses received October 2024 propose Agency as development partner.

**Would require Agency to revisit property loan program.*



Upcoming updates to the Flood Hazard regulations

October 2024

What:

On July 15, 2024, the Federal Emergency Management Agency (FEMA) submitted notice to the Wasco County Board of Commissioners, requiring the County to adopt new flood hazard regulations to protect threatened and endangered fish species found in all Wasco County streams and, more specifically, all Oregon streams draining to the Columbia River or Pacific Ocean. These new rules will apply in most communities in Oregon.

The new regulations require that development applications in the flood hazard area consider impacts to habitat for the threatened and endangered fish species.

Who:

FEMA is requiring the Wasco County Board of Commissioners to adopt new flood hazard standards designed to protect fish habitat.

To Learn More:

For More Info, to Ask a Question, Submit Comments, or to Sign Up For Updates visit:

<https://wasco2040.com/overlay-zones-mandatory/>

or

<https://wasco2040.com/pre-implementation-compliance-measures/>

More about the Updates:

The new regulations will require a “no net loss” of floodplain functions for any development that:

- Reduces undeveloped space;
- Increases impervious surfaces (such as new buildings, decks, patios, or paving);
- Eliminates trees larger than six inches in diameter.

Those development proposals that cannot meet the “no net loss” standards must submit a mitigation plan prepared by a qualified wildlife biologist, botanist, hydrologist, or environmental engineer. The mitigation plan will outline how the new development will replace and increase the lost floodplain functions associated with the new development.

Why:

Wasco County participates in FEMA’s National Flood Insurance Program (NFIP), offering flood insurance to property owners. The NFIP requires local governments to adopt and enforce floodplain hazard ordinances to reduce flood risk and protect floodplain functions. Mortgage companies usually require owners to have flood insurance for properties located in flood-prone areas. Wasco County is required to adopt FEMA’s standards to qualify for the National Flood Insurance Program.

Stay Tuned

Wasco County Planning will mail a notice to affected property owners once a draft copy of the updated flood regulations is available for review and comment.

PORT OF THE DALLES AGENDA ITEM

MEETING DATE November 14, 2024

CONCESSIONAIRE REPORT J-2.) The Dalles Marina, LLC, Q1/FY 2024-2025 Concessionaire Report Owner/Operator Macnab

The following report is by The Dalles Marina, LLC, Owner/Operator Angie Macnab.

Meeting Date: **November, 2024**

Subject: **Marina Report for July-Sept 2024**

Items completed this quarter:

- New Walers(Structural beams for docks) put in at the end of C finger
- New Walers put in at entrance of Marina
- Emails sent to Marina tenants for winterization of boathouses.
- Installed new water spout down by D finger

Projects in Progress:

- Preparing for winter

What's going on at the Marina:

- B3 is 75% percent completed
- B22 construction is 100% complete and is sold
- To date there is one boathouse for sale at the Marina on A Finger.
- Winterization has been completed at the Marina
- There are no spaces for rent in the Marina.

The Dalles Marina
Profit & Loss
July through September 2024

	<u>Jul - Sep 24</u>
Ordinary Income/Expense	
Income	
Moorage Fee	83,802.59
Total Income	83,802.59
Expense	
Background Checks	128.00
Contracted Services	
Algae	1,850.00
Total Contracted Services	1,850.00
Credit Card Fee	6,375.08
Dues, Fees and Subscription	75.00
Insurance Expense	1,352.00
Keys Expense	0.00
Landscaping and Groundskeeping	1,850.00
Maintenance and Supplies	
Asset for Port	
Landscaping	9,026.22
Total Asset for Port	9,026.22
Maintenance and Supplies - Other	2,504.83
Total Maintenance and Supplies	11,531.05
Meals and Entertainment	324.90
Professional Fees	
legal Fees	304.00
Website	190.00
Total Professional Fees	494.00
Repairs and Maintenance	241.29
Utilities	
Garbage	1,658.50
Internet	1,215.00
Water	3,501.67
Total Utilities	6,375.17
Total Expense	30,596.49
Net Ordinary Income	53,206.10
Net Income	<u><u>53,206.10</u></u>

MEETING DATE November 14, 2024

REPORT ITEM J-4.) Wasco County Economic Development Commission Executive Assistant Toepke

The Wasco County Economic Development Commission (EDC) Meeting in September was held in Shaniko, at the Shaniko Hotel. Prior to the meeting, the EDC & Staff took a tour of Antelope and the Washington Family Ranch.

Tours (links of interest)

- Antelope
 - [Antelope Market & RV Park Loan Spotlight - Mid-Columbia Economic Development District](#) and [Revitalizing Antelope Café and RV Park – South Wasco Alliance](#)
- Washington Family Ranch
 - [Home - Washington Family Ranch Young Life Camp](#)
- Shaniko
 - [Inside Shaniko – the Oregon Ghost Town That Feels Like Stepping Back in Time](#)

Meeting Highlights

- Mid-Columbia Economic Development District (MCEDD) hired and onboarded Andrew Davies as its new Deputy Director and coordinator for Wasco County EDC. Andrew has a background as an attorney and in sales and management in the wine industry.
- EDC Officer Elections: Lisa Farquharson, Chair and Megan Thompson, Vice Chair
- The EDC has three positions with terms that will end in December 2024, all have voiced they would like to continue in their roles. These positions include:
 - Position 3 represents Southern Wasco County: Kate Willis
 - Position 6 represents the Chamber of Commerce: Lisa Farquharson
 - Position 10 is an at-large position: Ed Thomas
- The EDC’s annual Community Enhancement Project (CEP) Prioritization process occurs during the fall each year. This process provides an opportunity for the EDC to engage with and support community priorities throughout Wasco County, highlight key projects that support economic opportunity as they seek funding, and identify areas to focus the EDC’s technical assistance. Community Prioritization meetings will be held with Dufur, Maupin, Mosier, The Dalles, and at least one meeting with unincorporated communities and very small cities. After these discussions, EDC Staff will develop brief project descriptions based on the overviews [provided by those stakeholders. This information is then the foundation for the EDC’s prioritization discussion at the December meeting, which will create the 2025 Community Enhancement Project List (Top 10). Andrew Danies, Deputy Director, MCEDD, has already met with Executive Director Klaas to hear about the Port’s projects.

By The Numbers

Source: Oregon Employment Department

- Unemployment rate (seasonally adjusted)

	July 2024	June 2024	July 2023
Oregon	4.1%	4.1%	3.4%
Wasco County	4.1%	4.0%	3.8%