

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
November 15, 2017
Port Office

The Regular Meeting of the Port Commissioners was called to order by President Greg Weast at 7:00PM

ROLL CALL

Present: Greg Weast, Mike Courtney, Robert Wallace, David Griffith

Staff: Andrea Klaas, Executive Director; Kathy Norton, Director's Assistant; Kathy Ursprung, Marketing & Communications; Angie Wilson, Bookkeeper; Bayoan Ware, RARE Participant; Bill Dick, Attorney

Guests: Terrance Thurber (left 7:15PM); Paula Valkov (left 7:35PM)

Pledge of Allegiance: Commissioner Wallace

AGENDA CORRECTIONS or ADDITIONS

Andrea asked to have the Executive Session convene when the guests arrive.

VISITOR BUSINESS (for items not already on the agenda)

Non at this time

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the November and December 2017 calendars. December 13, 2017 meeting will be followed by Port Family Christmas dinner. SDAO conference February 9-11, 2018.

ACTION ITEMS

1. **Motion to approve October 11, 2017 Regular Meeting Minutes as presented. M/M.Courtney, S/R.Wallace. Motion approved unanimously.**
2. July, 2017 Financial Reports – Current average LGIP is 1.45%. Through the first quarter of the year. Expenses are higher than the 30% mark but will average out over the year.
 - a. **October 2017 Financial reports approved by consensus.**

STAFF REPORT

1. *Staff Report:* A full report was provided in the Agenda Packet. Contract signed by Anderson Perry to begin work on marina sewer pump replacement project; Launch Ramp/Guest Moorage – maintenance schedule is done; fall clean up done; OSMB did quick in-water survey of the launch ramp and docks. Draft site plan developed; water turned off and winterized; Kitchen Remodel – new plan with reduced cost approved and project moving forward; Marketing/Community Relations – working on press release about Dr. Lindsay facility; Newsletter out next week; continuing to meet with Part area businesses. Ag building – met with Food Security Coalition for quarterly meeting. Looking at infrastructure needs and ways the Port might help. Bayoan has been doing outreach to a variety of food related businesses; Community Internship – working to get final confirmation and job descriptions from potential GorgeWorks host sites; Facility Inquiries – Kathy U. sent letters out to know commercial and industrial property owners looking for available space. Working on plan to keep tabs on vacant facility inventory; Eagle Creek Fire Business Assistance – SBDC and

MCEDD will continue to monitor the situation and assist as they can, no role for the Port at this time; Dufur – Kathy U. is working with Robert Wallace to identify ways the Port can assist with Dufur projects; R.A.R.E – updated activities with GorgeWorks and FoodHub; General – Audit ongoing. Klindt Cove Park project working its way through City Planning process. Outreach Team going to Salem in spring to meet with legislators. MCEDD held the Annual Gorge Economic Summit; Gorge Commission is looking for an economic development advisory group and have added two new areas of focus: climate change and railroads; LGIP interest rates going up to 1.55%; Meeting with Michael Held to talk about Rural Oregon and State policy. Rural Oregon needs a lot of expensive infrastructure work done with small populations to support those improvements; Local State Representation – We are losing three senior legislators, Mark Johnson, John Huffman and Ted Ferrioli and Senator Merkley’s local field office representative Phil Chang; Wage and Salary Comparison report provided.

7:15 PM - In to Executive Session

EXECUTIVE SESSION (as allowed by ORS 192.660 (2) (e) (f) (h)) This will include discussion of real property transactions, legal rights and duties of a public body with regard to current litigation and privileged legal communication. Media representatives are instructed not to report or disclose matters discussed in executive session.

8:20 PM – Back to Regular Session

2. *Reports of Committees*
 - a) Urban Renewal – Commissioner Coburn: 2 new façade improvement projects approved. Tokala project update, no timeline yet.
 - b) Chamber of Commerce: Commissioner Griffith: absent
 - c) Wasco EDC – Kathy Ursprung: BRE meetings with Wasco County Businesses
 - d) COT – Greg Weast/Andrea Klaas: Planning meetings to prepare for Salem trip.

DECISIONS FROM EXECUTIVE SESSION

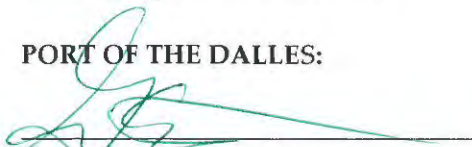
None

COMMISSION CALL

1. President G. Weast: Happy Birthday Commissioner Courtney and Kathy Ursprung
2. Commissioner Coburn: Nice to see things moving forward with Anderson Perry
3. Commissioner Courtney:
 - a. Asked about the marina power system project. Angie Wilson provided update on PUD timeline for installing the new marina power system.
 - b. Asked for monthly RARE reports. Bayoan provided an update on his activities to-date.

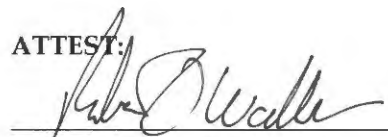
THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:45 PM.

PORT OF THE DALLES:



Greg Weast, President
Board of Commissioners

ATTEST:



Robert Wallace, Secretary
Board of Commissioners

DATE APPROVED: 1-10-2018

Prepared by: K.Norton