

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
March 13, 2013
Port of The Dalles

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

ROLL CALL

Present: Mike Courtney, David Griffith, Kristi McCavic, Greg Weast

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Michael Held, Assistant Project Manager; Angie Wilson, Bookkeeper; Bill Dick, Attorney

Guests: Kathy Ursprung, Steve Kramer, Pierce Louis, Tyler Miller

Pledge of Allegiance: Commissioner Griffith

AGENDA CORRECTIONS or ADDITIONS

Andrea Klaas asked for an additional Executive Session to be added to the agenda before Visitor's Business; and to move the Development Update to follow Visitor's Business. Agenda changes approved.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the calendars for March and April 2013.

7:05 – 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.

7:45 – Back to Regular Session

VISITOR'S BUSINESS

None at this time

Development Update – Michael Held reported on the Technical Advisory Committee being formed by the Wetland Regional General Permit outreach process; North Chenoweth project timeline – construction could start July/August 2013 with lots ready for sale by summer 2014; Chenoweth Development signage will be in place soon; the MCDD Platform has gone "live". The goal of the platform is to connect capital providers to public project.

MEETING MINUTES

No Motion/Discussion. President ruled minutes approved as presented.

FINANCIALS

Commissioner McCavic and Angie Wilson reported on February 2013 financials.

STAFF REPORT

1. *Meadow Outdoor Advertising Lease* – Moved to Executive Session
2. *Appoint 2013-14 Budget Officer* –

MOTION to appoint Andrea Klaas as 2013-14 Port of The Dalles Budget Officer. M/K.McCavic, S/B.McFadden. Motion approved unanimously.

3. *Audit Recognition* – Andrea Klaas shared the Auditor, Nate Reagan’s comments regarding the Port of The Dalles 2011-12 audit, specifically regarding bookkeeper, Angie Wilson’s work. “The improvements to the Port’s financial processes were 5 gold stars”.
4. *Monthly Highlights* – Andrea Klaas reported on meeting with Gorge Technology Alliance Board regarding marketing the Gorge region as a great place for tech businesses; attended a Travel Oregon summit to see how Travel Oregon might help promote different regions; met with Gigabit Communities promoter Dave Sandel to see if The Dalles could become a Gigabit Community. There will be further meetings on this idea. The Commission asked if the CGEDA was still an active organization, if not was the money still there, and if so could the Port get its portion back. Andrea reported the organization was not active and the money was still there. Andrea will follow up and report back at the April meeting.
5. *Development Update*: report given earlier in the meeting.
6. *Marina Update*: Kathy Norton updated the Commission on activities at the Marina. Marina Committee will start meeting again 3/19/2013; ODFW reported the trap for the sea lions should be in place early April; still in talks with the PUD regarding options for electrical system upgrade.

REPORTS OF COMMITTEES

- a) Urban Renewal – Commissioner Weast: Approved Sunshine Mill purchase by James Martin.
- b) Chamber of Commerce – Commissioner McFadden: New Director and new Board bringing good ideas.
- c) Wasco EDC – A.Klaas: Port projects were ranked #1 and #2.
- d) Community Outreach Team – A.Klaas/Commissioner Weast: report on DC trip. The Outreach Team is being viewed as viable by Legislatures. The Team is professional knows what it is doing.
 - a. Lockheed update: Lockheed is attempting to be proactive to address problems at NWA site.
 - b. Funding updates: Funding opportunities are few and far between.
 - c. Gigabit Concept update: The Dalles could be used as a pilot community; good marketing tool to attract business

8:25PM – In to Executive Session

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8:45PM – Back to Regular Session

COMMISSION CALL

1. President: Reminded the Commission that filing for open Port positions needs to be done soon.
3. Commissioners:
 - Commissioner Griffith: Griffith Motors has a new reader board available for the community to post events.
 - Commissioner McFadden: Requested the list of Port goals be placed in Dropbox.
 - Commissioner McCavic: Need to get the next Port work session scheduled..

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:55PM.

PORT OF THE DALLES:

ATTEST:

D.M. Courtney, President
Board of Commissioners

David Griffith, Secretary
Board of Commissioners

DATE APPROVED:
Prepared by: K.Norton