

**PORT COMMISSION REGULAR SESSION MEETING  
WEDNESDAY, JUNE 8, 2022, 7:00 P.M. AT PORT ADMINISTRATIVE OFFICE**

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**AGENDA**

- A. ROLL CALL** Executive Director Klaas
- B. PLEDGE OF ALLEGIANCE** Commissioner Weast
- C. AGENDA CORRECTIONS OR ADDITIONS** Executive Director Klaas
- D. COMMUNITY PARTNER UPDATE** Jessica Metta, Executive Director  
Mid-Columbia Economic Development District
- E. EXECUTIVE SESSION** as allowed by ORS 192.660(2)(e) Real Property Transactions *\*Media representatives are instructed not to report or disclose matters discussed in Executive Session*
- F. ACTION REQUIRED FROM EXECUTIVE SESSION**
- G. OPEN PUBLIC BUDGET HEARING** Budget for fiscal year 2022-2023, as approved by the Port of The Dalles Budget Committee on April 26, 2022
- H. PUBLIC COMMENT OR QUESTION**
- I. UPCOMING MEETINGS/EVENTS**
- June 10, 2022: Executive Director Klaas on KODL Coffee Break
  - June 13, 2022: Executive Director Klaas on KIHR Radio
  - **July 13, 2022: Port Commission Regular Session Meeting in Dufur, Oregon**
- J. REPORTS**
1. Staff Report Executive Director Klaas
  2. Committee Reports
    - Community Outreach Team Commissioner Weast
    - Urban Renewal Commissioner Coburn
    - Chamber of Commerce Commissioner Griffith
    - Dufur Commissioner Wallace
    - Wasco County EDC Executive Assistant Toepke
- K. CLOSE PUBLIC BUDGET HEARING** Budget for fiscal year 2022-2023

**L. ACTION ITEMS**

1. May 11, 2022, Regular Session Meeting Minutes
2. May 2022 Financial Reports Treasurer Coburn
3. Resolution No. 2022-004 Adopting the Budget, Making Appropriations, Imposing the Tax, Categorizing the Tax, FY 2022-2023

**M. EXECUTIVE SESSION** *as allowed by ORS 192.660(2)(e) Real Property Transactions, ORS 192.660(2)(h) Conferring with Legal Counsel regarding litigation, ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection \*Media representatives are instructed not to report or disclose matters discussed in Executive Session*

**N. ACTION REQUIRED FROM EXECUTIVE SESSION**

**O. COMMISSION CALL**

**PORT OF THE DALLES AGENDA ITEM**

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**MEETING DATE** June 8, 2022

**REPORTS ITEM D.)** Community Partner Update [Jessica Metta, Executive Director](#)  
[Mid-Columbia Economic Development District](#)

**STAFF RECOMMENDATION** N/A

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COLUMBIA GORGE  
COMPREHENSIVE ECONOMIC  
DEVELOPMENT STRATEGY  
2022-2027

HOOD RIVER, KLICKITAT, SHERMAN, SKAMANIA, AND  
WASCO COUNTIES

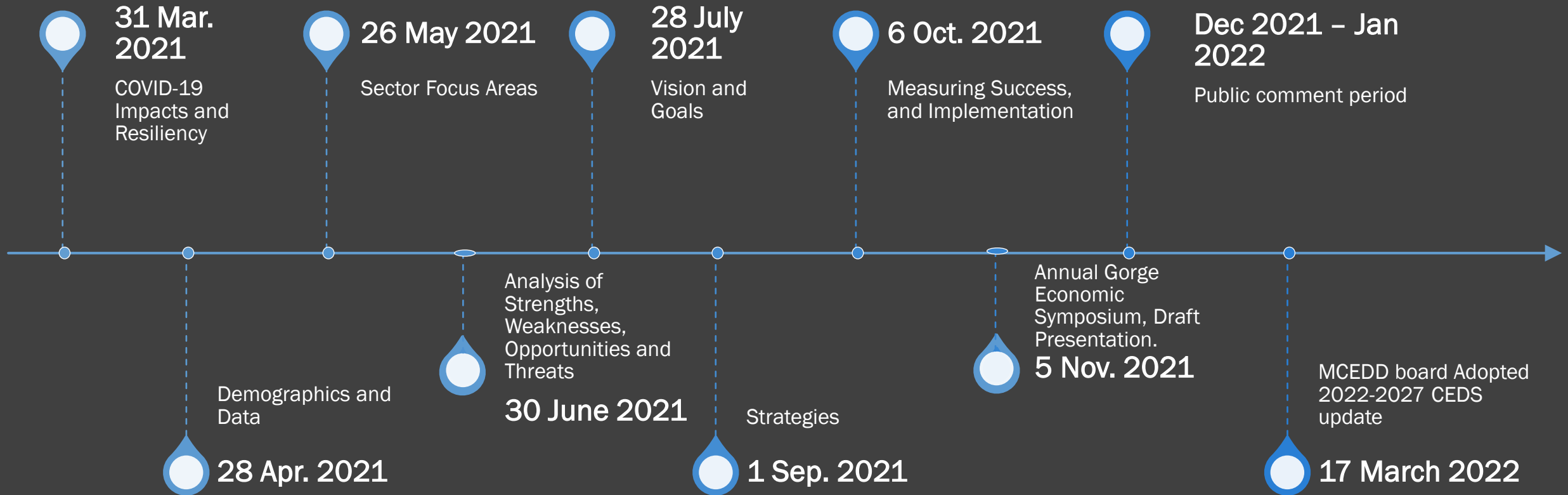
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## **CEDS OVERVIEW**

Every five years the region develops the **Comprehensive Economic Development Strategy (CEDS)** as a guide to understanding the regional economy and crafting goals, strategies and actions to create jobs, raise income levels, diversify the economy, and improve the quality of life.

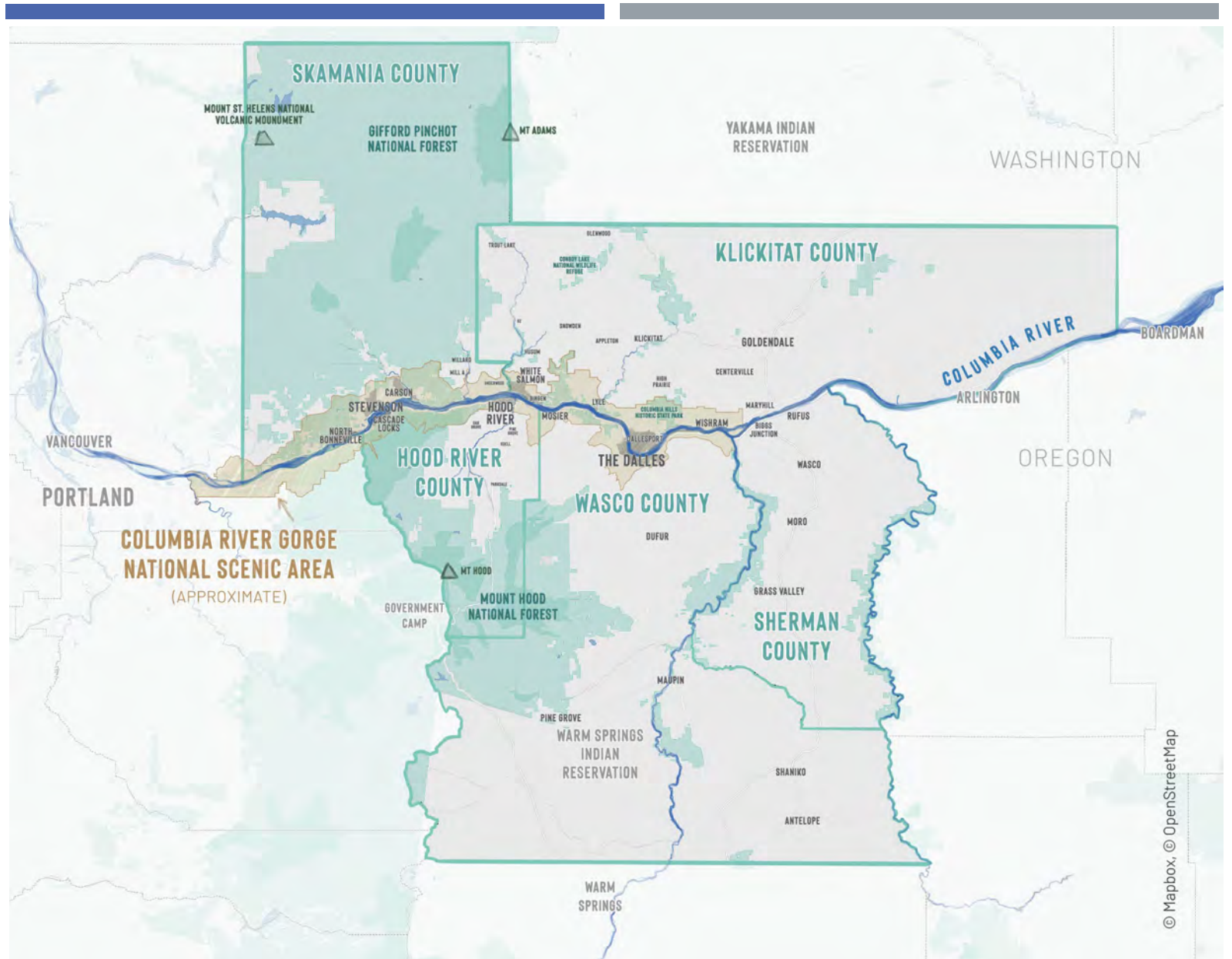
- **Summary of CEDS Process & Regional Economic Conditions**
- **Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis**
- **Action Plans**
- **Evaluation Framework**
- **Priority Projects**

# REGIONAL STRATEGY PROCESS



# REGIONAL OVERVIEW

- Five counties in two states sharing a common workforce, geography, and economic development challenges and opportunities.
- Approx. 7,289 square miles
- The region acts as the “Center of the Hub” with direct access to metro areas and the ability to do business on an international scale
- Total Population 87,288 (2020)
- Labor Force Population 43,871 (2020)





# THEMES EXPLORED

## Resilience

- The ability to recover quickly from a shock, the ability to withstand a shock, and the ability to avoid the shock altogether. Establishing economic resilience in a local or regional economy requires the ability to anticipate risk, evaluate how that risk can impact key economic assets, and build a responsive capacity.  
~ The EDA
- Working with partners to develop an economy where businesses and communities are prepared for and have the resources to anticipate, plan for and respond to economic shocks, such as natural disasters, disease outbreaks, or man-made disruptions.

## Equitable Outcomes

- Recognition that not everyone in the region has access to the benefits of a strong regional economy.
- Identify gaps in economic opportunity, barriers to accessing this benefit that may vary by population or community, and ways to support improving outcomes.
- Considering that COVID-19 job losses were greater for women and people of color, considering equitable outcomes as we recover is even more imperative.



# COVID-19 IMPACTS



## Small Business Support:

- Targeted support for small businesses as they recover and grow, with a focus on those most impacted.



## Accessible Childcare

- Work with community partners to address local gaps in childcare and create affordable options that support middle-to-low-income earners.



## Expanded Broadband Capacity:

- Expand broadband capacity throughout the region to meet the needs of rural residents who lack access to high-speed internet.



## Workforce Development

- Engage partners in industry, workforce development groups, and higher education to develop training programs that build skills for higher wage jobs.



## Attainable Housing:

- Work with partners to develop strategies that address housing availability and affordability for the local workforce.



## Regional Resilience Planning

- Leverage the robust response to the pandemic to build resiliency planning networks to prepare businesses, organizations, and residents for future economic shocks and disruptions.



## Improved Transportation Networks:

- Build on the robust Gorge Transit Strategy to improve transportation options and increase access for rural residents.<sup>9/40</sup>

# SWOT ANALYSIS & ASSET MAPPING

In no particular order

## Strengths / Assets

Scenic Beauty, Recreation, Brand and  
Tourism Industry  
Central Location  
Regional Collaboration  
Infrastructure  
Natural Resources  
Human Capital & Entrepreneurial Spirit  
Diverse and Growing Industry Sectors  
Culture  
Availability of Transportation Systems/ Modes

## Opportunities

Adjusting Tourism, Expanding Arts and Culture  
Connectivity  
Synergy Across State Lines  
Public Transportation  
Leverage Natural Assets  
Workforce Development  
Growth of Value-Added Ag and Ag Tech  
Businesses  
Quality of Life  
Business/ Talent Attraction

## Weaknesses

Regulatory Environment  
Disparities  
Between States  
Insufficient and Expensive Housing Stock  
for Rent and Purchase  
Transportation  
Infrastructure  
Education and Skilled Workforce  
Lack of Business Expansion Space  
Preparedness  
High Poverty Rate/ Economic Disparity

## Threats

Impacts of Continued Population Growth  
Regulations  
Housing Shortage Impacts  
Infrastructure Limitations  
Industry Diversification  
Hazards/ Climate Change/ Resilience  
Education and Workforce  
Water Access and Regulations  
Decision Making

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# REGIONAL VISION

A bi-state Mid-Columbia region with a resilient, thriving, sustainable, rural economy that supports equitable access to diverse business opportunities that act in harmony with the area's unique qualities, values, cultural and natural resources.

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# FOUR GOAL AREAS

Strong Businesses  
Robust Workforce  
Resilient Infrastructure  
Powerful Collaboration

# GOAL STATEMENT



## Strong Businesses

Enhance business innovation, retention and expansion, and entrepreneurship through equitable access to support services and capital, diversifying our industry mix, and enhanced coordination to address barriers to growth and sustainability.

# STRONG BUSINESSES ACTION STRATEGIES



- **Strategy 1:** Coordinate marketing efforts to increase awareness of existing business resources, including spaces, lending, technical assistance, and others.
- **Strategy 2:** Develop and enhance access to business space.
- **Strategy 3:** Further develop and advocate for a local Business Support Network with accessible opportunities for businesses to develop skills and access resources, particularly around innovation and retention, in English and Spanish.
- **Strategy 4:** Identify and address barriers and opportunities at the industry-sector level to support industry cluster development with specific focus on target industries listed in the plan.
- **Strategy 5:** Attract new businesses.
- **Strategy 6:** Increase locally available access to capital for entrepreneurs.
- **Strategy 7:** Increase the ease of navigating the financial system.
- **Strategy 8:** Increase opportunities for businesses to export products.

# GOAL STATEMENT



## **Robust Workforce**

Cultivate a talented, multicultural workforce through diverse, family-wage career training aligned with industry needs while providing essential infrastructure supports for workforce participation in each community.



# ROBUST WORKFORCE ACTION STRATEGIES



- **Strategy 1:** Enhance workforce tools to support area employers.
- **Strategy 2:** Enhance training opportunities to connect residents with local job opportunities.
- **Strategy 3:** Provide career training and services that specifically address bilingual and indigenous workforce needs.
- **Strategy 4:** Address childcare needs of employers and workers.
- **Strategy 5:** Support strong pre-K to 12 programs throughout the region.
- **Strategy 6:** Improve incumbent worker skills; support retooling and upgrading skills.

# GOAL STATEMENT

## Resilient Infrastructure



Ensure communities and businesses of the Gorge have reliable, resilient access to infrastructure, including attainable housing, high-capacity broadband, sustainable sources of energy, and emergency services, among others, to support future population demands and economic opportunities.



# RESILIENT INFRASTRUCTURE ACTION STRATEGIES



## Water/ Wastewater

- **Strategy 1:** Plan for and facilitate investment in water and wastewater projects that enhance the Gorge community, economy, resiliency, and address growing demand.
- **Strategy 2:** Support innovative products and practices in the region to foster continued access to water resources as snow melt and precipitation reduces.
- **Strategy 3:** Increase access to state and federal resources to support infrastructure development.



## Housing

- **Strategy 1:** Increase awareness and understanding of housing market conditions in the Gorge.
- **Strategy 2:** Develop innovative strategies to support increasing attainable housing production in the Gorge.
- **Strategy 3:** Enhance communication and coordination across the region to support housing development.

# RESILIENT INFRASTRUCTURE ACTION STRATEGIES



## Broadband

- **Strategy 1:** Support addressing middle and last mile telecommunications infrastructure gaps.
- **Strategy 2:** Support investments into a fully redundant network.
- **Strategy 3:** Advocate for and pursue funding through federal and state funding programs.
- **Strategy 4:** Increase adoption and use of existing broadband infrastructure.

## Energy

- **Strategy 1:** Leverage state requirements for 100% renewable energy generation to support investment in our region and increase resiliency of our local energy system.
- **Strategy 2:** Support investments that keep critical facilities and communities powered during disruptive events.
- **Strategy 3:** Encourage investment in energy conservation for homes and businesses to reduce costs, reduce grid constraints, and increase regional competitiveness.
- **Strategy 4:** Support the needs of the Native American community to connect the in-lieu sites to electricity and/or supplies of propane for heat.

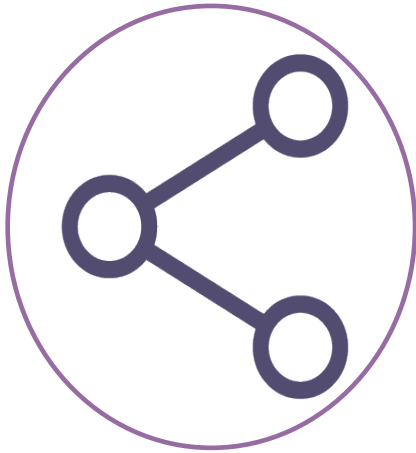
# RESILIENT INFRASTRUCTURE ACTION STRATEGIES



## ↔ Transportation

- **Strategy 1:** Coordinate transportation priorities and investments and align planning efforts among regional partners to support the Mid-Columbia's economies and communities.
- **Strategy 2:** Support enhancements to regional air, water and rail infrastructure for cargo and passenger transport (locals and visitors).
- **Strategy 3:** Improve safety for all users of regional and local transportation networks.
- **Strategy 4:** Increase capacity of regional transportation network with efficient and accessible bi-state transit options.
- **Strategy 5:** Increase equitable access to transit options among underserved populations, including to Native American in-lieu sites.
- **Strategy 6:** Provide safe and complete facilities for bicyclists and pedestrians.
- **Strategy 7:** Invest in resiliency for the region to mitigate, adapt and plan for extreme weather, natural and human-caused disasters.

# GOAL STATEMENT



## **Powerful Regional Collaboration**

Effectively collaborate and advocate as a bi-state region to leverage the economic assets of the Columbia River Gorge to reach our goals for strong businesses, a robust workforce, and resilient infrastructure.

# POWERFUL REGIONAL COLLABORATION ACTION STRATEGIES



- **Strategy 1:** Strengthen information gathering and sharing to advocate for community projects and policy issues.
- **Strategy 2:** Build on existing collaborative groups.
- **Strategy 3:** Increase capacity for a regional advocacy role.



# EVALUATION METRICS

Evaluation metrics provide information to gauge the success of the strategy.

Metrics used reflect regional economic health through each of the four goal areas. The metrics will be measured over time and across different geographies and demographics (age, race, gender, etc.) where possible to understand changes.

Please see full CEDS document for a complete list of evaluation metrics

# 2022 TOP PRIORITIES

## OREGON TOP TEN

1. Hood River-White Salmon Interstate Bridge Replacement and Bridge of the Gods Strengthening and Safety Improvements
2. Housing (Hood River, Sherman, and Wasco Counties, City of Hood River)
3. City of The Dalles' Dog River Pipeline
4. Broadband in Sherman and Wasco Counties
5. Wasco County's Cascades East Interconnection and Colocation Facility
6. Port of Hood River's Lot 1
7. City of Hood River's Elevated Sewer Line
8. City of Rufus' Backup Power/Emergency Generator Purchase
9. Columbia Gorge Childcare Center (CGCC)
10. Expansion of Rural Health Clinics (Sherman and White River Health Districts)

# 2022 TOP PRIORITIES

## WASHINGTON TOP TEN

1. Goldendale Pumped Storage Hydro
2. Port of Skamania's Cascades Business Park - Commercial/Light Industrial Buildings
3. Port of Klickitat's Business Park Development
4. Carson's Drinking Water Treatment Plant
5. City of White Salmon's Buck Creek Water Distribution Line Replacement
6. City of Goldendale's Wastewater Treatment Plant Improvements
7. Columbia Gorge Regional Airport's Aviation Maintenance Training Facility
8. Skamania PUD's Underwood Water Tank
9. City of North Bonneville's Lift Station Replacement
10. Port of Skamania's Stevenson Landing Upgrade and Improvements

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**MANY THANKS!**  
All Participants  
Steering Committee  
MCEDD Board  
MCEDD Staff

Process Sponsors:

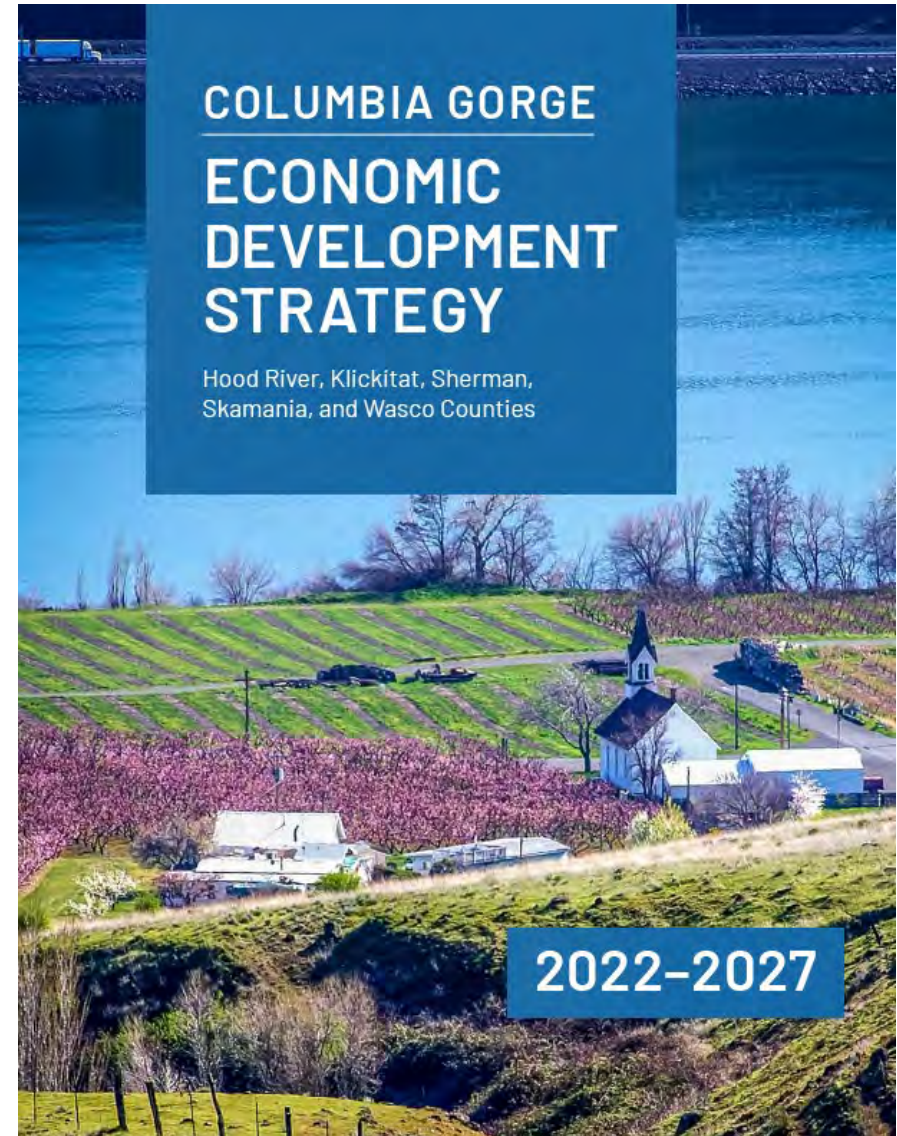
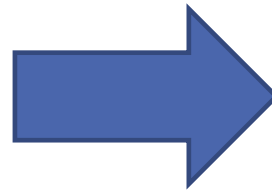


**NW Natural**<sup>®</sup>



## FOR MORE INFORMATION

Find the full Strategy, or summaries in English and Spanish at [GorgeEconomy.org](http://GorgeEconomy.org), or linked from the Strategy section under [MCEDD.org](http://MCEDD.org)



## PORT OF THE DALLES AGENDA ITEM

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MEETING DATE	June 8, 2022
REPORTS ITEM J-1.)	Staff Report <u>Executive Director Klaas</u>
STAFF RECOMMENDATION	N/A

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### Tree Cut on Port Property along Riverfront Trail

- The trial has been postponed to November 9-10, 2022

### The Dalles Marina

- A few of the Pikeminnow fisherman decided to extend their stay through June 15<sup>th</sup> to continue fishing
- Annual deep cleanup of the boat basin and jetty's is finished
- The Dalles hosted a professional bass qualifying tournament, with fishermen launching from The Dalles Marina. Fishing was generally good for the event, though Thursday's event was cancelled due to high winds. ED Klaas was invited to join a community fishing day and while didn't catch the biggest fish, had a fun time on the river. According to the pro that she fished with, the fishing from The Dalles is some of the best that he's seen.
- The American Flag has been replaced, and the Port has additional stock now to make future replacement quicker

### Business Inquiries

- Active leads from the State are increasing, but due to our limited land supply we are unable to respond to them. Examples of the missed opportunities are: 40 acres for a commercial/light industrial project with 30-50 jobs; semi-conductor expansion needing 400-640 acres; 20 acres for a food and beverage project, ideally with an existing 150-250K square foot building but would consider building.
- No new local business projects to note this month, but Port Staff, Business Oregon, and the City, continue to work with a number of businesses looking to expand or locate in The Dalles.

### Center for Rural Innovation: The Dalles Technology Center

- Carrie Pipinich from Mid-Columbia Economic Development District (MCEDD) and ED Klaas traveled to Cape Girardeau, MO for a Rural Innovation Summit. They heard some great success stories from communities that embraced technology and innovation and were able to bring new and emerging businesses to their communities. Some of the key takeaways from the trip: Many "innovation communities" have a 4 year higher education campus in their town from which innovation hubs can lean on to find entrepreneurs and new ideas; "rural" communities come in all sizes, and The Dalles/Wasco County was one of the smaller communities; our community team is unique in that it is not private sector or regional economic development agencies that are spearheading the effort; no one likes the term "co-work" space, but by the same token, no one had a different term for it; one of the tasks that our community team identified as important - interviewing existing businesses to see what's working and what is not working - is an important first step to identifying where the gaps are in supporting tech businesses and entrepreneurs; several communities



have chosen to focus on one type of tech, i.e., app development, AI (artificial intelligence), crypto currency, machine learning. This has allowed them to bring in specific experts to help the new and emerging businesses; it's important to have experienced entrepreneurs as part of the recruitment/support group, not in a mentor role, but as a conduit to networking connections. Having those partners that can introduce a new company to an industry leader is very important.

- Next steps for The Dalles Innovation group are planning a second “Meet the Innovators” event, talking with Ben Gates from the Maupin Works co-work project, and begin outreach to our existing businesses to identify where the employment gaps are. MCEDD has received a grant to hire a staff person to do the outreach work.

**Brownfield Coalition Update**

- The Brownfields team is hosting a larger group meeting on June 9<sup>th</sup> to help spread the word about the program, share some business success stories and identify more outreach opportunities.
- Below is the table from QPR that indicates status of all projects. It is only a couple of weeks old and remains current/accurate.

Site Name	Date Access Agreement Signed	Date ED Approved by DEQ/USEPA	Date Phase I ESA Report Completed	Date EA/NHPA Determination Finalized	Date SSSAP Approved by USEPA and/or DEQ	Date Phase II ESA Report Completed	Date RAP or ABCA Completed
<b>419 East 7<sup>th</sup> Street</b>	9/23/21	8/17/21 8/27/21	10/12/21	9/28/21	9/16/21	11/01/21	10/23/21
<b>209 East 2<sup>nd</sup> Street</b>	9/23/21	9/10/21 9/21/21	11/1/21	10/22/21	10/21/21	11/01/21	1/3/22 3/18/22
401-407 East 2 <sup>nd</sup> Street	9/23/21	9/21/21	10/5/21	1/18/22	11/9/21	pending	1/03/22
749 Snipes Street West	2/7/22	10/22/21	NA	pending	3/11/22	pending	pending
116 East 2 <sup>nd</sup> Street	1/11/22	12/16/22	NA	pending	2/18/22	pending	pending
Model Laundry (205 Wash.)	pending	2/8/22	NA	pending	pending	pending	pending
800 East 2 <sup>nd</sup> Street	2/10/22	2/4/22 3/25/22	3/2/22	pending	pending	pending	pending
200 Union	pending	3/18/22	pending				
200 East 2 <sup>nd</sup> Street	pending	3/18/22	pending				
Former Rodeo Grounds	pending	pending	pending				

Bold Text indicates a project that has been completed.



## Other

- Port Staff traveled to Maupin for the Wasco County EDC meeting. EA Toepke is the official Port representative, but staff wanted to see some of the great projects that they have completed, and others that are underway. The new Maupin Civic Center (Community Center/City Hall/Library) is beautiful; the old city hall and library have been turned over to a gentleman named Ben Gates of Urban Patterns, who is redeveloping those spaces into co-working and production spaces. The plans look very nice, and he is beginning construction later this month.; one of the local restaurants was purchased by the group that manages Timberline Lodge and will be used as place for some of their winter staff to move to and have summer jobs; the new track is a huge improvement from the old 3 corner, cinder track, to a world-class venue. Maupin hosted their District meet there and 100+ personal best times were recorded; finally, the new Deschutes Rim Health Clinic is well underway and is scheduled to be opening in about a month. It is a big improvement from what was in Maupin and will allow a higher level of care to occur in the community, instead of transporting patients to The Dalles or Madras. All and all, a lot of exciting things happening in South County!
- ED Klaas met up with Senator Merkley's Chief of Staff, and a few other Community members, to tour the new Columbia Gorge Community College (CGCC) Skills Center. It was very impressive, and our tour guide was so enthusiastic about the program he almost convinced me to sign up for a welding class! Port Staff will be working with CGCC to set up a tour for the Commission. It is something to be very proud of in our community.
- RVs continue to park on Port property - staff is working to restrict access to those sites. Nikki Lesich, Codes Enforcement Officer at City of The Dalles, has been very responsive and helpful and connected the Port to the new towing company that the City uses which is more cost effective. The Port continues to track expenses related to this issue.
- Google Staff had a volunteer day and the cleaned up along the Riverfront Trail.
- ED Klaas was on KODL Coffee Break on May 13, 2022
- Port staff wanted to provide you with a list of the small businesses that we have used over the last year for contracted services. These businesses provide landscaping services, general maintenance, cleaning, and other, and are important to our community and we are happy that we can support them.
  - Cascade Vegetation
  - Cobblestone Catering
  - Columbia River Electric
  - Elias Lawn Maintenance
  - Friend and Reagan, PC
  - Get 'Er Done
  - H2Oregon
  - Jim Olheiser Catering
  - Optimist Printers
  - Roto-router
  - Seal Kote Plus
  - Sigman's Flowers & Gifts
  - Simply Clean
  - The Dalles Iron Works
  - Two Dogs Plumbing & Drain Cleaning

**PORT OF THE DALLES AGENDA ITEM**

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**MEETING DATE** June 8, 2022

**ACTION ITEM L-1.)** May 11, 2022, Regular Session Meeting Minutes

**STAFF RECOMMENDATION** Approve May 11, 2022, Regular Session Meeting Minutes  
as presented

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**PORT OF THE DALLES COMMISSION**  
**Regular Session Meeting Minutes**  
**Wednesday, May 11, 2022, 7:00 p.m.**  
**Port Administrative Office**

The Regular Session Meeting of the Port Commissioners was called to order by President Greg Weast at 7:00 p.m.

**ROLL CALL** Executive Director Klaas

- **COMMISSION** Greg Weast, Robert Wallace, Staci Coburn, David Griffith, John Willer
- **STAFF** Andrea Klaas, Executive Director; Bill Dick, Attorney
  - **ABSENT** Jennifer Toepke, Executive Assistant
- **GUESTS** Kurt Conger, Assistant General Manager Power Resources, Northern Wasco County PUD; Alana Lackner, Columbia Gorge News

**PLEDGE OF ALLEGIANCE** Commissioner Griffith

**AGENDA CORRECTIONS/ADDITIONS** None

**PUBLIC COMMENT OR QUESTION** None

**UPCOMING MEETINGS/EVENTS** Commissioner Weast to join Executive Director Klaas on KODL Coffee Break

**DISCUSSION ITEMS**

1. *Marina Rules & Regulations* No changes or additions, formatting in need of review and adjustment

**ACTION ITEMS**

1. **April 13, 2022, Regular Session Meeting Minutes** Stand as amended by Commissioner Coburn, Approved by Consensus:  
Under Reports 3. Urban Renewal - add: "Met for the first time in **"person for"** who knows..."
2. **April 26, 2022, Budget Committee Meeting Minutes** Stand as presented, Approved by Consensus
3. **April 2022 Financial Reports** Stand as presented, Approved by Consensus
4. **Work Plan FY 2022-2023** Stand as presented, Approved by Consensus

**REPORTS**

1. *Riverfront Repair Trail Project Update* The Dalles Riverfront Trail Board Stands as included in meeting packet
2. *Staff Report* Executive Director Klaas Stands as included in meeting packet
3. *Committee Reports*
  - *Community Outreach Team* Commissioner Weast Washington, D.C. Spring Mission's follow up underway, 'in memoriam' dedication for Dave Williams in process at Columbia Gorge Community College
  - *Urban Renewal* Commissioner Coburn Grant application approved for asbestos removal at the Tony's building
  - *Chamber of Commerce* Commissioner Griffith Cherry Festival was the best in 10 years! Commissioner Griffith was a float judge. The Bass Tournament being held at The Dalles Marina is a qualifier for future tournaments. \*Charm trail samples were given to Commissioners & Staff
  - *Dufur* Commissioner Wallace Update Azure Standard Fire: Bulk liquid packing machine moved downtown, expanding warehouse in Morrow, Commissioner Wallace continues to be in touch with David Stelzer
  - *Wasco County Economic Development Committee* EA Toepke No meeting this month, the next one is in June

**REGULAR SESSION ADJOURNED AT 7:25 P.M. & EXECUTIVE SESSION COMMENCED AT 7:25 P.M.**

**EXECUTIVE SESSION ADJOURNED AT 7:39 P.M. & REGULAR SESSION RESUMED AT 7:39 P.M.**

**ACTION REQUIRED FROM EXECUTIVE SESSION** None

COMMISSION CALL None

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 7:45 p.m.

PORT OF THE DALLES:

ATTEST:

\_\_\_\_\_  
Greg Weast, President  
Board of Commissioners

\_\_\_\_\_  
David A. Griffith, Secretary  
Board of Commissioners

DATE APPROVED: June 8, 2022

Prepared by: Jennifer Toepke, Executive Assistant with Andrea Klaas, Executive Director's meeting notes

## PORT OF THE DALLES AGENDA ITEM

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MEETING DATE June 8, 2022

ACTION ITEM L-2.) May 2022 Financial Reports Treasurer Coburn

STAFF RECOMMENDATION Approve May 2022 Financial Reports as presented

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### **Local Government Investment Pool**

- Interest Rate 0.75% (Average Annualized Yield)

### **General Fund**

- Income
  - Nothing unusual
- Expenses
  - Aset-Alarm.com ProVideo Monitoring Service, Annual Payment: \$288.00
  - Jordan Chelsa-Irrigation Audit & Sprinkler Replacement: \$357.00
  - Rod Huante-Annual Boat Basin Cleanup at Marina: \$400.00

### **Marina Fund**

- Income
  - Nothing unusual
- Expenses
  - Nothing unusual

### **Port Development Fund**

- Income
  - Nothing unusual
- Expenses
  - Nothing unusual

**Port of The Dalles  
Account QuickReport  
As of May 31, 2022**

Cash Basis

Type	Num	Name	Paid Amount
<b>CSB Checking</b>			
<b>General Checking</b>			
Check	EFT	Ameritas	-47.60
Bill Pmt -Check	24790	Cardmember Services	-5,540.72
Bill Pmt -Check	24791	Aset	-288.00
Bill Pmt -Check	24792	Bohns Printing	-31.78
Bill Pmt -Check	24793	City Of The Dalles.	-392.77
Bill Pmt -Check	24794	Elias Lawn Maintenance	-300.00
Bill Pmt -Check	24795	Jordan Chelsa	-357.00
Bill Pmt -Check	24796	PUD	-207.69
Bill Pmt -Check	24797	SDIS	-4,555.56
Bill Pmt -Check	24798	Streamline	-75.00
Bill Pmt -Check	24799	The Dalles Disposal	-225.61
Paycheck	24801	Jennifer Toepke	-1,728.49
Paycheck	24800	Andrea L. Klaas	-3,411.07
Liability Check	EFT	Pers	-422.64
Liability Check	EFT	Pers	-345.43
Liability Check	EFT	Oregon Department of R...	-409.00
Liability Check	EFT	United States Treasury	-1,603.72
Transfer			50,000.00
Check	EFT	Verizon	-101.34
Paycheck	24802	Andrea L. Klaas	-3,410.87
Paycheck	24803	Jennifer Toepke	-2,033.08
Bill Pmt -Check	24804	Cardmember Services	-2,096.50
Bill Pmt -Check	24805	Dick, Dick & Corey, LLP	-699.75
Bill Pmt -Check	24806	Gorge Networks	-163.12
Bill Pmt -Check	24807	Rod Huante	-400.00
Deposit			34,004.18
Total General Checking			55,157.44
<b>Marina Checking</b>			
Total Marina Checking			
<b>Port Develop. Checking</b>			
Bill Pmt -Check	23309	Davis Wright Tremaine ...	-4,075.50
Deposit			759.07
Total Port Develop. Checking			-3,316.43
<b>CSB Checking - Other</b>			
Total CSB Checking - Other			
Total CSB Checking			51,841.01
<b>TOTAL</b>			<b>51,841.01</b>

**PORT OF THE DALLES-GENERAL FUND**  
**Profit & Loss Budget vs. Actual-GF-Summary**

Cash Basis

July 2021 through May 2022

	Jul '21 - May 22	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Beginning Fund Balance	0.00	972,081.00	0.0%
Other Income	9,168.93	2,000.00	458.4%
Launch Ramp/Transient Moorage	1,025.00	3,000.00	34.2%
Loan Repayments	101,656.43	90,621.00	112.2%
Grants	10,723.00	20,000.00	53.6%
Leased Land and Facilities	19,648.00	15,000.00	131.0%
Previously Levied Taxes	9,431.71	5,000.00	188.6%
Transfer from Other Fund			
Port Development Fund	200,000.00		
Transfer from Other Fund - Other	0.00	200,000.00	0.0%
<b>Total Transfer from Other Fund</b>	200,000.00	200,000.00	100.0%
Interest from Cash in Bank	0.00	0.00	0.0%
Interest From Earnings	7,559.34	5,832.00	129.6%
Property Tax	361,081.88	348,654.00	103.6%
<b>Total Income</b>	720,294.29	1,662,188.00	43.3%
<b>Gross Profit</b>	720,294.29	1,662,188.00	43.3%
<b>Expense</b>			
Transfer to Other Funds/Conting	800,000.00	600,000.00	133.3%
Capital Outlay	37,304.00	75,000.00	49.7%
Personal Services-	240,288.77	320,075.00	75.1%
Material and Services	133,245.07	236,000.00	56.5%
<b>Total Expense</b>	1,210,837.84	1,231,075.00	98.4%
<b>Net Ordinary Income</b>	-490,543.55	431,113.00	-113.8%
<b>Net Income</b>	<b>-490,543.55</b>	<b>431,113.00</b>	<b>-113.8%</b>

**PORT OF THE DALLES-PORT DEVELOPMENT FUND**  
**Profit & Loss Budget vs. Actual-PDF-Summary**  
 July 2021 through May 2022

Cash Basis

	<u>Jul '21 - Ma...</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Beginning Fund Balance	0.00	3,119,622.00	0.0%
Other Income	135,479.44	5,000,000.00	2.7%
Special Payments-City of Dufur	0.00	0.00	0.0%
Loan Repayments	39,310.00	39,310.00	100.0%
Grants	0.00	3,000,000.00	0.0%
Transfer from Other Fund	0.00	500,000.00	0.0%
Interest From Earnings	7,142.74	18,718.00	38.2%
Interest From Contracts	655.77	4,500.00	14.6%
Land Sales	7,724.00	800,000.00	1.0%
<b>Total Income</b>	<u>190,311.95</u>	<u>12,482,150.00</u>	<u>1.5%</u>
<b>Gross Profit</b>	190,311.95	12,482,150.00	1.5%
<b>Expense</b>			
Debt Service	136,560.00	156,577.22	87.2%
Special Payment	0.00	4,300,000.00	0.0%
Transfer to Other Funds/Conting	220,017.22	379,982.78	57.9%
Capital Outlay	0.00	7,000,000.00	0.0%
Material and Services	56,732.22	260,000.00	21.8%
<b>Total Expense</b>	<u>413,309.44</u>	<u>12,096,560.00</u>	<u>3.4%</u>
<b>Net Ordinary Income</b>	<u>-222,997.49</u>	<u>385,590.00</u>	<u>-57.8%</u>
<b>Net Income</b>	<u><b>-222,997.49</b></u>	<u><b>385,590.00</b></u>	<u><b>-57.8%</b></u>



**PORT OF THE DALLES-MARINA FUND**  
**Profit & Loss Budget vs. Actual-MF-Summary**

Cash Basis

July 2021 through May 2022

	Jul '21 - May 22	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Beginning Fund Balance	0.00	54,412.00	0.0%
<b>Other Resources</b>			
Fire Emergency	1,162,640.71	800,000.00	145.3%
<b>Total Other Resources</b>	1,162,640.71	800,000.00	145.3%
Interest from Cash in Bank	0.00	0.00	0.0%
Interest From Earnings	242.29	326.00	74.3%
<b>Total Income</b>	1,162,883.00	854,738.00	136.1%
<b>Gross Profit</b>	1,162,883.00	854,738.00	136.1%
<b>Expense</b>	889,367.38	800,000.00	111.2%
<b>Net Ordinary Income</b>	273,515.62	54,738.00	499.7%
<b>Other Income/Expense</b>			
Other Expense	0.00	0.00	0.0%
<b>Net Other Income</b>	0.00	0.00	0.0%
<b>Net Income</b>	<b>273,515.62</b>	<b>54,738.00</b>	<b>499.7%</b>

**PORT OF THE DALLES AGENDA ITEM**

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**MEETING DATE** June 8, 2022

**ACTION ITEM L-3.)** Resolution No. 2022-004 Adopting the Budget, Making Appropriations, Imposing the Tax, Categorizing the Tax, FY 2022-2023  
Executive Director Klaas

**STAFF RECOMMENDATION** Approve Resolution No. 2022-004 Adopting the Budget, Making Appropriations, Imposing the Tax, Categorizing the Tax, FY 2022-2023 as presented

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**RESOLUTION ADOPTING THE BUDGET**

BE IT RESOLVED that the Board of Commissioners of the Port of The Dalles hereby adopts the budget for fiscal year 2022-2023 in the total amount of \$20,259,810.00. This budget is now on file at 3636 Klindt Drive in The Dalles, Oregon

**RESOLUTION MAKING APPROPRIATIONS**

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2022, for the following purposes:

<b>General Fund</b>	<b>Port Development Fund</b>
<u>Organizational Unit or Program:</u>	<u>Organizational Unit or Program:</u>
<b>Administration</b> \$       4,596,000.00	<b>Economic Development and Marketing</b> \$       8,890,500.00
<u>Not Allocated to Organizational Unit or Program:</u>	<u>Not Allocated to Organizational Unit or Program:</u>
Transfer to Other Funds             \$       500,000.00	Debt Service   \$                     -
Contingency                             \$       100,000.00	Special Payments                                     \$       3,000,000.00
	Transfers to Other Funds                         \$       200,000.00
	Contingency   \$       200,000.00
<b>Total</b> <b>\$       5,196,000.00</b>	<b>Total</b> <b>\$       12,290,500.00</b>
	<u><b>Marina Fund</b></u>
	<u>Organizational Unit or Program:</u>
	<b>Marina</b> \$       300,000.00
	<u>Not Allocated to Organizational Unit or Program:</u>
	Transfer to Other Funds                         \$       1,273,986.00
	<b>Total</b> <b>\$       1,573,986.00</b>
	<b>Total APPROPRIATIONS, All Funds</b> <b>\$       19,060,486.00</b>
	<b>\$       1,199,324.00</b>
	<b>TOTAL ADOPTED BUDGET</b> <b>\$       20,259,810.00</b>

**RESOLUTION IMPOSING THE TAX**

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2022-2023 upon the assessed value of all taxable property within the district: At the rate of \$0.2007 per \$1,000 of assessed value for permanent rate tax;

**RESOLUTION CATEGORIZING THE TAX**

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

**Subject to the General Government Limitation**

Permanent Rate Tax.....\$ 0.2007/\$1,000

The above resolutions were approved and declared adopted on this 8th day of June, 2022.

Greg Weast, President	Robert Wallace, Vice-President
David A. Griffith, Secretary	Staci Coburn, Treasurer
John Willer, Assistant Secretary/Treasurer	