

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
July 12, 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, Staci Coburn

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

Guests: Bob McFadden (left 7:05pm), AJ Kitt, Greg Boudreau (left 7:45pm)

Pledge of Allegiance: Commissioner Weast

AGENDA CORRECTIONS or ADDITIONS

President Weast asked that the Executive Session be moved up to follow Election of Officers. Agenda change approved by consensus.

VISITOR BUSINESS (for items not already on the agenda)

1. Bob McFadden thanked Commissioners Mike Courtney, Staci Coburn and Robert Wallace for serving on the Port Commission. Bob noted this is Commissioner Courtney's 20th year as a Port Commissioner. The Project he is working on is moving forward, there will be further status updates at the August meeting.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the July and August 2017 calendars.

OATH OF OFFICE

Attorney Bill Dick administered the Oath of Office to re-elected Mike Courtney and Staci Coburn and newly elected Robert Wallace.

ACTION ITEMS

1. **President Weast opened nominations for 2017-18 Port Commission Officers.**
 - a. M.Courtney nominated Greg Weast for President. No other nominations. Nominations for President closed. Greg Weast was elected President by a unanimous vote.
 - b. S.Coburn nominated Mike Courtney for Vice President. No other nominations. Nominations for Vice President closed. Mike Courtney was elected Vice President by a unanimous vote.
 - c. S.Coburn nominated David Griffith for Secretary. M.Courtney nominated Robert Wallace for Secretary. No other nominations. Nominations for Secretary Closed. Robert Wallace was elected Secretary by a 3/1 vote.
 - d. M.Courtney nominated Staci Coburn for Treasurer. No other nominations. Nominations for Treasurer closed. Staci Coburn was elected Treasurer by a unanimous vote.
 - e. David Griffith was elected Assistant Secretary/Treasurer by consensus.

7:08 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.

8:30 PM – Back to Regular Session

2. **Motion to approve June 14, 2017 Regular Meeting Minutes. M/S.Coburn, S/R.Wallace. Motion approved unanimously.**
3. June, 2017 Financial Reports – LGIP Interest rate at 1.3%.Columbia State Bank cannot match their CD rates to the LGIP so CDs will be cashed as they mature and moved to the LGIP. As of June 30, 2017 we were under budget in all budgeted categories. **Motion to approve June 2017 Financials as submitted. M/M.Courtney, S/R.Wallace. Motion approved unanimously.**

STAFF REPORT

1. *Director's Report* – Andrea Klaas provided full report in meeting packet. Hood River Economic Development group working through wetlands issues asked for information on our experiences; Met with The Dalles Marina for transition update; RARE participant interview during July; Jerry working on facility, launch ramp and marina maintenance projects; BPA real estate team planning to wrap things up by mid-October; Marina parking lot seal coated and restriped; NWPUD substation land transfer completed; Met with UPRR marketing person who is preparing a land resource database to help communities market land that could be rail served. Discussed access to NWA; Traveled to Portland to visit The Redd, a public/private partnership that renovated an old industrial building and is now home to 4 commercial kitchen spaces, a delivery company, specialty food storage and an event venue; Attended a transportation focused Blue Zone meeting; Update on Kathy Ursprung's conversation with Brian Tuck on the future of Extension in the gorge; Met with reporter from New York Times to talk about privatizing Bonneville.
2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Recruitment & Creation – AgLAB: Met with Food Security Infrastructure Committee; Toured The REDD. Website: Website updated to work on smartphones; researching home page designs for designs that may be more effective for our needs. Publicity: Working with Oregon Business Magazine on story for their September issue. Retention-Community Internship: Steering Committee met June 30 to provide organizing direction for the regional program. Summer 2018 is targeted for the pilot season; Dufur Community: Met with City administrator to discuss website improvements and Chamber to discuss tourism grant application for Branding.
3. *Special Projects Update:* Kathy Norton provided full report in meeting packet. Meeting scheduled to update Klindt Cove Park task lists; Sea Kote done quick than expected. Because of the heat SealKote will come back in the fall to make sure all cracks sealed properly; Developing 2-part payment envelopes for Guest moorage. Looking at options to make getting the power on easier. Continuing to look for options to address the GFI tripping the system; Met with City Councilman Tim McGlothlin regarding facilities at the Marina.
4. *The Dalles Marina Quarterly Report:* Angie Wilson provided a report on Marina financials and other items of interest. PUD engineers studying Marina electrical system; exploring options for Internet at the Marina; Website ready next week; Security system live feed not possible until internet is available; Occupancy Affidavit going out the Marina users.
5. *Reports of Committees*

- a) Urban Renewal – Commissioner Coburn: Planning session next week to set goals & visions; Met with Blue Zone; met with consultants on UR strategies; Sunshine Mill still working through issues.
- b) Chamber of Commerce: Commissioner Griffith: No report.
- c) Wasco EDC – Kathy Ursprung: Committees working on tasks – mainly water/wastewater.
- d) COT – Greg Weast/Andrea Klaas: Preparing for September trip.

DECISIONS FROM EXECUTIVE SESSION

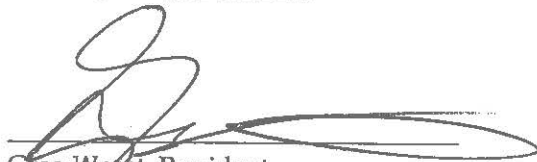
None

COMMISSION CALL

1. President G. Weast: Thanked Angie Wilson for Marina Report and welcomed Robert Wallace.
2. Commissioner Wallace: Update on Dufur issues
3. Commissioner Courtney: Welcomed Robert Wallace.

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

PORT OF THE DALLES:



Greg Weast, President
Board of Commissioners

ATTEST:



Robert Wallace, Secretary
Board of Commissioners

DATE APPROVED: 8-9-2017

Prepared by: K.Norton