

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
May 4, 2016
Balch Hotel - Dufur, Oregon

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

ROLL CALL

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

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director (7:20); Angie Wilson, Bookkeeper, Bill Dick, Attorney

Guests: Keith Mobley, Steve Kramer, Robert Wallace, Mark Gibson, Balch Hotel Staff

Pledge of Allegiance: Commissioner McFadden

AGENDA CORRECTIONS or ADDITIONS

Nothing at this time.

PUBLIC COMMENT-VISITOR BUSINESS

- a. Mayor Robert Wallace, City of Dufur, updated the Commission on the successes and challenges in the City of Dufur.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the May and June, 2016 calendars. The Commission was invited to join staff for a FAM tour with Senator Bill Hansel and others on May 10, 2016; the Budget Committee will be meeting on June 1, 2016.

ACTION ITEMS

1. **April 13, 2016 Meeting Minutes approved as presented.**
2. **April 2016 Financial Report:** Due to the early date of this meeting the financial reports were moved to the June meeting.
3. **Authorize Executive Director to enter into an Agreement for the Marina Water System: We authorize the Executive Director to enter into a Personal Services Contract with David Griffin for an amount not to exceed \$2,000 and to enter into a Small Works Contract with Summit Excavation for an amount not to exceed \$45,000. M/M.Courtney, S/G.Weast. Motion approved unanimously.**

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas provided full report in meeting packet. Kathy Norton and I met with Lori Stirn from Hood River Parks & Rec District to talk about the Port of The Dalles Marina operations; good meeting with Lockheed Martin. Water testing in the well at the Port shows no contamination. Will be connecting their treatment facility to City sewer this summer; Kathy Ursprung and I met with Robert Wallace, Mayor of Dufur; Carolyn Meece is hosting a Food Processors meeting at the Port. The purpose is to assess opportunities and identify issues; Bob, Kathy Ursprung and I met with Jeff Thompson and his team at Amerities; met with Kathleen and Sky from Fix Auto. Their business is back on track from before they moved; over the last few months we have heard that businesses need workers, they are willing to do internship programs. Going to see how the Port might be able to facilitate this; Met Senator Ted Ferrioli for lunch. He is very concerned about Initiative Petition 28; Kristi, Kathy Norton and I met with a new group interested in

building a facility for Riverside Gymnastics; Met with Ed DeVlaeminck regarding the Marina water system is installed. He is interested in helping to make the system right. Two ideas are he gives the Port a credit that we then use for our annual back flow testing, repairs at the Marina restrooms, etc. or he supplies the back flow devices for all the boathouses when the new water system; Met on-site by N.Chenoweth substation with BPA, NWPUD, and Crestline to talk about a variety of items; meeting with Kevin Arbo regarding the proposed off-leash dog park, Commissioner McFadden requested staff research the impact the dog park will have on the Marina parking lot.

2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Land Marketing – Good discussion with Fix Auto about their property, workforce and related needs; continuing to reach out to some busy Port businesses; completed as for Visitors Guide; responded to ongoing inquiries about industrial lands. Workforce: Fix Auto is interested in working on work-force issues as they relate to youth and education; I will be setting up a meeting for local businesses, educators to learn more about innovative vocation internship programs. Other: adding links to Business Development guides to Port home page; met with Dufur chamber of Commerce to see if they are interested in help from the Port and EDC with strategic planning; Regional General Wetlands Permit work is under way at Department of State Lands.

Commissioner Kramer asked to speak regarding workforce issues and was asked to wait until later in the agenda. Commissioner Kramer left the meeting at 7:28pm.

3. *Marina Update:* Kathy Norton provided report in meeting packet. Vicki Rising has submitted her plan for marina management to the sub-committee for review. Meeting with the Yacht Club team. Met with Lori Stirn and Phil Lewis; Mark Roth and Jerry are working on the security camera system; sewer issue with one of the boathouses. Other: Klindt Cove Park Expansion grant application to Oregon Parks department has been submitted. Also applying for economic development grant through the PUD; Main Street BRE program up and running.
4. *Reports of Committees:*
 - a) Urban Renewal – Commissioner Weast: Updates provided via email and in the newspaper; budget is done.
 - b) Chamber of Commerce: Commissioner Griffith: Cherry festival was very successful.
 - c) Wasco EDC – Kathy Ursprung: absent. No report.
 - d) COT – Bob McFadden/Andrea Klaas: Meetings on 4th Friday. Roger Kline of the PUD attended the last meeting.
 - e) Employee Benefit Committee - Griffith/Courtney: Waiting on SDAO report
 - f) Marina Sub-Committee – Courtney/McCavic/Klaas/Norton: Update on meetings.

COMMISSION CALL

1. President: Good news about Fix Auto.
2. K.McCavic asked why would Commission Call allow for visitor comment rather than have the visitor comment during the regular meeting agenda.
3. G.Weast: Urban Renewal needs to refocus before tackling new projects.
4. M.Courtney stated he was disappointed in Chairman's response to County Commissioner's request.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 7:30PM.

PORT OF THE DALLES:



Bob McFadden, President
Board of Commissioners

ATTEST:



David A. Griffith, Secretary
Board of Commissioners

DATE APPROVED:

Prepared by: K.Norton

