

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
January 11, 2012
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, Bob McFadden, Kristi McCavic, Greg Weast, David Griffith (7:05)

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

Guests: Jana Webb (left 8:30pm)

Pledge of Allegiance: Jana Webb

AGENDA CORRECTIONS or ADDITIONS

Commissioner McFadden asked that a report on the Mayor's Committee be added to Reports of Committees.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the calendars for February and March 2012.

VISITOR'S BUSINESS

None at this time.

MEETING MINUTES

MOTION:

Commissioner McCavic made a motion to approve the minutes of the January 11, 2012 regular meeting as presented. Second by Commissioner McFadden. Motion approved unanimously.

FINANCIALS

Andrea Klaas reported on the January, 2012 financials. Property tax payments continue to trickle in. Currently received about \$50,000 less than budgeted; Marina Funs has 2 delinquent accounts; LGIP and Columbia State Bank interest rates 0.05%; the Port received a longevity credit on insurance from SDAO in the amount of \$1,133.

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas reported on the first SET meeting that she and Michael Held attended, a regional economic development pilot program funded through a Federal grant, administered by MCEDD. The purpose of SET is to broaden the discussion regarding Gorge economy and create partnerships; Andrea met with representatives of the Rodeo Association. Still looking for a permanent location, 2012 Rodeo will be held at the current location; Andrea is meeting with legislators and wetlands specialists to see if legislations could be drafted to help the wetlands

situation. The wetlands legislation did not get a hearing during the current session. SDL has begun discussions to address some of what was in the proposed legislation; Andrea attended a meeting at CGCC to talk about Science, Technology, Engineering and Math (STEM). The company that spoke said their biggest challenge is finding employees with the hands on skills; Griffith Motors open house a nice event; Andrea, Commissioner McFadden, and Commissioner Weast are attending Community Outreach Team meetings.

2. *Marina Loan* – Staff reported that the current SPWTF loan is for 13 yrs @ 4.76% interest, annual payment \$10,250, interest over life of loan \$35,654, total owed including interest \$133,250. Staff recommendation: use General/Port Development funds to pay off SPWTF loan. Have the Marina fund repay the loan to the General/Port Development funds. Loan terms: 10 yrs @ 3% interest, estimated annual payment \$11,442, interest over term of loan estimated at \$16,815, total estimated debt service, including interest, \$114,411.

MOTION: Commissioner Weast made a motion to approve the staff recommendation to pay off the SPWTF loan with General/Port Development funds and then have the Marina fund repay the funds to the General/Port Development fund. Staff would provide Port Attorney with actual payoff amount and the attorney would prepare the loan documents. Second by Commissioner McFadden. Motion approved 3/2 with Commissioners McFadden, Weast and McCavic – yes. Commissioners Courtney and Griffith – no.

Further discussion.

MOTION: Commissioner McCavic made a motion to reconsider the Motion made by Commissioner Weast to approve the staff recommendation. Second by Commissioner Weast. Motion approved 4/1 with Commissioner McFadden voting no.

Staff was directed to prepare a resolution to reflect the decision on this matter and have it at the March, 2012 meeting. Staff was also directed to include the loan pay-off information on the next Marina Committee agenda.

3. *R.A.R.E. Update:* Michael Held reported on his activities – Met with Michael Williams from Business Oregon about Decision Ready/Shovel Ready Certifications. The Port should be able to have land declared “Decision Ready” by early fall 2012; RFP for wetland delineation has gone out and is due Friday 2/10/2012; Ford Family Foundation grant for Home At Last Board training/strategic planning work session is written, waiting on Rural Development Initiative budget proposal before submitting; San Diego Smart Growth Conference was productive and informative.
4. *Marina Update:* Kathy Norton updated the Commission on activities at the Marina. A formal occupancy violation complaint has been filed with City of The Dalles. The complaint did not name the tenant or give any supporting documentation. Kathy requested the City provide that information. The Port’s response was to let the City know that when the information could be provided the Port would contact the tenant and resolve the matter; the sea lion is still in the Marina.
5. *Reports of Committees:*
 - a. *Urban Renewal-* Commissioner Weast: No meeting.

- b. *Chamber of Commerce* – Commissioner McFadden: Nothing to report.
- c. *Wasco EDC* – Andrea Klaas: The EDC is working on needs and issues.
- d. *MCEDD* – Commissioner Courtney: Meeting in March
- e. *Community Outreach Team* - Andrea Klaas: Update in Monthly Highlights.
- f. *Mayor’s Committee* – Commissioner McFadden: Attended the Mayor’s Committee meeting that included discussion on creating a regional Economic Development position funded by City/County/PUD/Port. Commissioner McFadden suggested the Port research this idea.

Break – 8:30PM

INTO EXECUTIVE SESSION 8:45PM

EXECUTIVE SESSION *(as allowed by ORS 192.660 (2) (e) (f) (h)) this may include discussion of real property transactions and privileged legal communication.*

Back to Regular Session 9:14 PM

COMMISSION CALL

- 1. President: Happy Birthday Commissioner McFadden
- 2. Commissioners:
 - Commissioner Griffith provided a hand out about an incubator program – ways to encourage incubator businesses.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 9:16 PM.

PORT OF THE DALLES:
D.M. Courtney, President
Board of Commissioners

ATTEST:
David Griffith, Secretary
Board of Commissioners

DATE APPROVED: 03/21/2012

Prepared by: K.Norton