

NEWS

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FOR IMMEDIATE RELEASE
Contact: Andrea Klaas

Date: July 7, 2017

Port of The Dalles Commission to Hold Meeting

The Port of The Dalles will hold a Regular Board of Commissioners Meeting Wednesday, July 12, 2017 at the Port Administration Office, 3636 Klindt Dr., The Dalles, OR. The meeting will begin at 7:00PM. The Commission will dine at Cousin's Restaurant before the meeting.

The meeting will address the main topics as follows (tentative agenda attached):

1. Election of 2017-18 Officers
2. Staff Reports
3. Marina Quarterly Report
4. Committee Representative Reports

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PORT OF THE DALLES
July 12, 2017 Meeting Agenda
Port Office

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. AGENDA CORRECTIONS or ADDITIONS

D. VISITOR BUSINESS (For items not already on the agenda)

E. PORT CALENDAR/EVENTS

F. ACTION ITEMS:

1. Election of 2017-18 Port Commission Officers
2. Approve June 14, 2017, Regular Meeting Minutes
3. Approve June, 2017 Financial Reports

G. REPORTS

1. Director's Report
2. Marketing & Communications
3. Special Projects Report
4. The Dalles Marina Quarterly Report
5. Reports of Committees
 - Urban Renewal – Coburn
 - Chamber of Commerce – Griffith
 - Wasco County EDC – Ursprung
 - Community Outreach Team – Weast/Klaas

H. EXECUTIVE SESSION *(as allowed by ORS 192.660 (2) (2) (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.*

I. ACTION REQUIRED FROM EXECUTIVE SESSION DISCUSSION

J. COMMISSION CALL

1. President
2. Other Commissioner business

July 2017

- US Holidays
- ALK work
- Holidays

June 2017

S	M	T	W	T	F	S
	1	2	3			
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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July 2017

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August 2017

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	1
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

10:00 AM Chris Harder meeting
 6:00 AM Deque Kruse
 10:00 AM Chris Harder meeting
 3:00 PM ALK out of office
 Independence Day
 ... Flight to Beijing (HU 7990)
 put up No Fireworks Signs
 1:30 PM Flight to Beijing (HU 7990)
 8:30 AM KHR Radio
 RARE Interview
 9:00 AM Gorge Commission meeting
 12:00 PM Tzhoon Connor Shields call
 5:00 PM Port Meeting
 9:00 AM Move CDs to checking
 11:00 AM Erin Bernard, Oregon Business Magazine
 7:00 AM Chamber Econ. Dev
 10:00 AM Suzie/Pat meeting
 12:00 PM COT
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August 2017

July 2017




S	M	T	W	T	F	S
		1				
2	3	4	5	6	7	8
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30	31					














August 2017

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27	28	29	30	31		

September 2017

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						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

-  US Holidays
-  ALK work
-  Holidays

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30  10:00 AM Paramed Solentox	31	1	2	3	4	5
6	7	8  5:00 PM Port Meeting	9	10  7:00 AM Chamber Econ. Dev	11	12
13  8:30 AM KIHR Radio	14	15  10:00 AM PARE supervisor training PDX	16	17	18	19
20	21	22	23	24  12:00 PM COT	25	26
27  9:00 AM ALK Out	28  ...ALK Out	29  ...ALK Out	30  ...ALK Out	31  ...ALK Out	1  ALK Out	2  ALK Out

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: July 12, 2017

Subject: F-1.) Election of Officers

Background:

Each year at the first meeting of the year the Port Commission elects offices for the upcoming year. The Positions filled are as follows:

PRESIDENT
VICE PRESIDENT
SECRETARY
TREASURER
ASST SECRETARY/TREASURER

Staff Recommendation:

Fiscal Impact: None

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: July 12, 2017

Subject: F-2.) Meeting Minutes

Background:

- June 14, 2017 Regular Meeting Minutes

Staff Recommendation:

- **Motion to approve the Meeting Minutes as presented**

Fiscal Impact: None

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
June 14, 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, Kristi Timmons, Staci Coburn

Staff: Andrea Klaas, Executive Director; Kathy Ursprung, Marketing & Communications; Bill Dick, Attorney

Guests: Robert Wallace, Dan Erickson, Tim Ramsey

Pledge of Allegiance: Commissioner Timmons

7:00PM OPEN 2017-18 BUDGET HEARING

AGENDA CORRECTIONS or ADDITIONS

Oregon Cherry Growers

VISITOR BUSINESS (for items not already on the agenda)

1. None at this time

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the June and July 2017 calendars.

ACTION ITEMS

1. **Motion to approve May 10, 2017 Regular Meeting Minutes and May 31, 2017 Special Meeting Minutes. M/M.Courtney, S/S.Coburn. Motion approved unanimously.**
Budget Committee Meeting Minutes: Discussion-Corrections needed: Commissioner Timmon's name was listed as McCavic in Roll Call and Motion to nominate Jana Webb for Budget Committee Chairman should read "for Budget Committee Secretary".
Motion to approve May 31, 2017 Budget Committee Meeting Minutes as corrected. M/M.Courtney, S/K.Timmons. Motion approved unanimously.
2. May, 2017 Financial Reports – It does not look like we will need to make any year end budget adjustment; in May we paid down the Columbia Gorge Industrial Center Construction loan from the State in the amount of \$1,500,000.00; received payment for the remaining part of the Airport Well Loan. Phase 2 of the loan will start 2018/19.
Financials Approved as Presented.
3. RE Brokerage Commission Policy – No Change to current policy.
4. Salary & Benefits Sub-Committee – Staff will research wage & benefit packages in the region and information from SDAO. Committee will be formed later in the year.
5. **Motion to approve the Port entering into a Real Estate Sale Agreement with Oregon Cherry Growers, Inc. and authorizing Andrea Klaas, Executive Director to execute said Agreement on behalf of the Port, and to have President Greg Weast sign the Deed and Release of Easement documents in fulfillment thereof, to be delivered to Escrow for the Closing of the Transaction on June 15, 2017. M/M.Courtney, S/K.Timmons. Motion approved unanimously.**

STAFF REPORT

1. *Director's Report* – Andrea Klaas provided full report in meeting packet. Met with Roger Kline from PUD at the Marina to discuss safety issues and operation of the Marina electrical system; BPA moving ahead slowly on design & land need for the expansion to the Quenett facility; V&G continuing to move ahead slowly; Blue Zone has started in the community and are scheduling meetings. I will be attending a meeting at City Hall to talk about transportation system improvements; Cherry Growers waiting on title report; Julie Krueger, Dave Anderson and I met with UPRR and ODOT Rail to identify a way to convert the private UPRR crossing into a public UPRR crossing. It appears this will be a difficult process; The Port and Columbia Gorge Community College hosted a day-long Community Internship workshop. We now have an employer steering committee to help guide us in the right direction as we develop the pilot program. The goal is to have a community-based summer internship in 2018; a year ago we learned the Crates Building was determined to be in the Federal Flood Plain. Working with Tenneson Engineering and Brad Timmons we were able to get a flood plain map amendment which removed the Crates building parcel from the flood plain. We are now looking to see if any other Crates Way property owners have a similar issue; the standard 3-5 year enterprise zone program will be expiring in The Dalles on June 30, 2018..
2. *Marketing & Communications Update*: Kathy Ursprung provided full report in meeting packet. Recruitment & Creation – Wetlands: Terra Science is completing on-site work this month for the renewal of our wetlands delineation for CGIC; AgLAB – met with Brian Tuck at Extension to discuss their role in what is tentatively called the Rock Fort Agriculture Learning and Business Center (AgLAB); Website has been updated to work better with smartphones; Met with Powder Pure and Oregon Cherry Growers; Hosted the June 1, 2017 Community Internship Workshop; met with Dufur City Council to discuss next steps on their strategic plan.
3. *Special Projects Update*: Kathy Norton provided full report in meeting packet. Replacement doors for the launch ramp restroom have been ordered; met with Anderson Perry rep to get opinion on the marina sewer pump replacement project. Anderson Perry provided a technical memorandum based on Devco's proposal and their evaluation; Seal Kote will begin their project to sealcoat and restripe the marina parking lot on June 22, 2017; working through site plan developments for Klindt Cove Kiwanis park with Parks district and Kiwanis.
4. *Reports of Committees*
 - a) Urban Renewal – Commissioner Coburn: Update on UR activities.
 - b) Chamber of Commerce: Commissioner Griffith: No report.
 - c) Wasco EDC – Kathy Ursprung: No meeting.
 - d) COT – Greg Weast/Andrea Klaas: COT is writing a letter in support of having an Oregon State University Extension Agent in The Dalles; update on September trip to DC.
 - e) The Dalles Marina LLC – Angie Wilson: Landscaping is completed; installed new hose hangers and hoses on each dock; security system installed; two boathouse sales last month; marina is full; coordinated with Drew's Diving Service to come start working on boathouses to replace old floats; algae to be treated next week; met with Roger Kline at the PUD to discuss the Marina electrical system.

7:30PM CLOSE 2017-18 BUDGET HEARING

Motion to adopt Resolution 2017-05 to adopt a budget, make appropriations and impose the tax levy for the fiscal year beginning July 1, 2017. M/S.Coburn, S/M.Courtney. Motion approved 3-1 with Commissioner Timmons voting no.

7:30 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.

7:48 PM – Back to Regular Session

DECISIONS FROM EXECUTIVE SESSION

None

COMMISSION CALL

1. President G. Weast: Thanked Commissioner Timmons for her time serving on the Port Commission.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 7:50 PM.

PORT OF THE DALLES:

ATTEST:

Greg Weast, President
Board of Commissioners

David A. Griffith, Secretary
Board of Commissioners

DATE APPROVED:
Prepared by: K.Norton

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: July 12, 2017

Subject: F-3.) Financial Reports

Background:

Interest rate continues to climb in the LGIP, currently at 1.3%. We contacted Columbia State Bank to see if they could match their CD rate to the pool rate, but they are unable to right now, so we will be cashing in the CDs as they mature and move the money to the LGIP.

At June 30, 2017 we were under budget in all budgeted categories.

We have started to gather information for the audit.

Staff Recommendation:

- **Motion to approve the June 2017 Financial Reports as presented.**

Fiscal Impact:

Port of The Dalles
Balance Sheet by Class
As of June 30, 2017

	General F...	Marina F...	Port Develo...	Un...	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
CD					
CD#2-8639	0.00	0.00	500,237.90	0.00	500,237.90
CD#3-1850	0.00	0.00	500,258.36	0.00	500,258.36
CD#4-1854	0.00	0.00	1,000,696.28	0.00	1,000,696.28
Total CD	0.00	0.00	2,001,192.54	0.00	2,001,192.54
Cash-County Treasurer	-1,856.21	0.00	0.00	0.00	-1,856.21
CSB Checking					
General Checking	30,746.95	0.00	0.00	0.00	30,746.95
Marina Checking	0.00	6,169.94	0.00	0.00	6,169.94
Port Develop. Checking	0.00	0.00	22,953.49	0.00	22,953.49
Total CSB Checking	30,746.95	6,169.94	22,953.49	0.00	59,870.38
LGIP					
Marina Services	0.00	46,866.11	0.00	0.00	46,866.11
Port Develop	0.00	0.00	1,002,360.58	0.00	1,002,360.58
General	610,368.97	0.00	0.00	0.00	610,368.97
Total LGIP	610,368.97	46,866.11	1,002,360.58	0.00	1,659,595.66
Petty Cash	74.51	28.54	46.95	0.00	150.00
Total Checking/Savings	639,334.22	53,064.59	3,026,553.56	0.00	3,718,952.37
Accounts Receivable					
Accounts Receivable					
General	3,388.17	0.00	0.00	0.00	3,388.17
Marina	0.00	-262.76	0.00	0.00	-262.76
Port Development.	0.00	0.00	-1.08	0.00	-1.08
Total Accounts Receivable	3,388.17	-262.76	-1.08	0.00	3,124.33
Total Accounts Receivable	3,388.17	-262.76	-1.08	0.00	3,124.33
Total Current Assets	642,722.39	52,801.83	3,026,552.48	0.00	3,722,076.70
TOTAL ASSETS	642,722.39	52,801.83	3,026,552.48	0.00	3,722,076.70
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
Payroll Liabilities					
P/R Taxes Payable- Pers	234.72	0.00	0.00	0.00	234.72
Payroll Liabilities - Other	90.45	0.00	0.00	0.00	90.45
Total Payroll Liabilities	325.17	0.00	0.00	0.00	325.17
Total Other Current Liabilities	325.17	0.00	0.00	0.00	325.17
Total Current Liabilities	325.17	0.00	0.00	0.00	325.17
Total Liabilities	325.17	0.00	0.00	0.00	325.17
Equity					
Prior Period Adjustment	-153,372.59	-12,831.28	1,000,409.65	0.00	834,205.78
Fund Balance					
Unrestricted	646,547.76	-0.14	4,556,339.12	0.00	5,202,886.74
Fund Balance - Other	2,046.82	0.00	0.00	0.00	2,046.82
Total Fund Balance	648,594.58	-0.14	4,556,339.12	0.00	5,204,933.56
Opening Bal Equity	-548,947.89	-103,359.06	-5,462,572.99	0.00	-6,114,879.94
Unrestricted Net Assets	68,738.52	117,106.84	-40,160.96	0.00	145,684.40
Net Income	627,384.60	51,885.43	2,972,537.64	0.00	3,651,807.67

Port of The Dalles
Balance Sheet by Class
As of June 30, 2017

	<u>General F...</u>	<u>Marina F...</u>	<u>Port Develo...</u>	<u>Un...</u>	<u>TOTAL</u>
Total Equity	642,397.22	52,801.79	3,026,552.46	0.00	3,721,751.47
TOTAL LIABILITIES & EQUITY	<u>642,722.39</u>	<u>52,801.79</u>	<u>3,026,552.46</u>	<u>0.00</u>	<u>3,722,076.64</u>
UNBALANCED CLASSES	0.00	0.04	0.02	0.00	-0.06

Port of The Dalles
Monthly Activity Report by Fund
June 2017

	General ...	Mari...	Port De...	TOTAL
Ordinary Income/Expense				
Income				
Transient Moorage				
Guests	875.00	0.00	0.00	875.00
Total Transient Moorage	875.00	0.00	0.00	875.00
Interest From Earnings	649.63	50.07	1,076.29	1,775.99
Misc. Income	1,789.87	0.00	0.00	1,789.87
lease-land/Facility	2,095.00	0.00	0.00	2,095.00
Land Sales	0.00	0.00	27,986.95	27,986.95
Property Tax	8,830.45	0.00	0.00	8,830.45
Total Income	14,239.95	50.07	29,063.24	43,353.26
Gross Profit	14,239.95	50.07	29,063.24	43,353.26
Expense				
PERSONAL SERVICES-				
Payroll Expenses				
Wages				
Marketing/Communications	1,958.33	0.00	1,958.33	3,916.66
Salary- Exec. Director	0.00	0.00	8,333.34	8,333.34
Maintenance Supervisor	2,625.00	0.00	0.00	2,625.00
Admin/Marina Specialist	3,344.00	0.00	0.00	3,344.00
Total Wages	7,927.33	0.00	10,291.67	18,219.00
FICA-EMPLOYER	606.45	0.00	787.31	1,393.76
PERS EMPLOYER	371.01	0.00	0.00	371.01
WRKRS COMP EMPLOYER	1,758.12	0.00	5.05	1,763.17
Payroll Expenses - Other	0.00	0.00	0.00	0.00
Total Payroll Expenses	10,662.91	0.00	11,084.03	21,746.94
Health Insurance	2,272.18	0.00	2,274.08	4,546.26
Total PERSONAL SERVICES-	12,935.09	0.00	13,358.11	26,293.20
MATERIAL AND SERVICES-				
Transient Moorage Expense				
Transient Moorage Utilities	22.36	0.00	0.00	22.36
Total Transient Moorage Expense	22.36	0.00	0.00	22.36
Contracted Service	785.00	0.00	0.00	785.00
Develop and Comm	790.39	0.00	0.00	790.39
Dues, Fees and Subscriptions	4,234.50	0.00	0.00	4,234.50
Legal	580.00	0.00	7,101.65	7,681.65
Maintenance and Repair				
Weed Control/landscaping	100.21	0.00	0.00	100.21
Shop	111.62	0.00	0.00	111.62
Vehicle Expense				
Repair	20.74	0.00	0.00	20.74
Gas	256.26	0.00	0.00	256.26
Total Vehicle Expense	277.00	0.00	0.00	277.00
Total Maintenance and Repair	488.83	0.00	0.00	488.83
Launch Ramp				
Supplies	148.67	0.00	0.00	148.67
Cleaning Service Launch Ramp	6,000.00	0.00	0.00	6,000.00
Launch Ramp Water	125.27	0.00	0.00	125.27
Launch Ramp Electric	28.40	0.00	0.00	28.40
Total Launch Ramp	6,302.34	0.00	0.00	6,302.34
Office Supplies	94.16	0.00	0.00	94.16
Travel Expense	652.17	0.00	0.00	652.17

Port of The Dalles
Monthly Activity Report by Fund
 June 2017

	<u>General ...</u>	<u>Mari...</u>	<u>Port De...</u>	<u>TOTAL</u>
Utilities				
Industrial				
Industrial Water	104.19	0.00	0.00	104.19
Total Industrial	104.19	0.00	0.00	104.19
Office				
Water Office	221.92	0.00	0.00	221.92
Office Electric	122.08	0.00	0.00	122.08
Garbage Office	76.59	0.00	0.00	76.59
Telephone	237.88	0.00	17.50	255.38
Total Office	658.47	0.00	17.50	675.97
Total Utilities	762.66	0.00	17.50	780.16
Marketing Expenses				
Media/Promo	0.00	0.00	10.00	10.00
Travel	0.00	0.00	165.32	165.32
Total Marketing Expenses	0.00	0.00	175.32	175.32
Total MATERIAL AND SERVICES-	14,712.41	0.00	7,294.47	22,006.88
CAPITAL OUTLAYS-				
Land Acquisition/Development	0.00	0.00	378.46	378.46
Building Improvements	477.22	0.00	0.00	477.22
Total CAPITAL OUTLAYS-	477.22	0.00	378.46	855.68
Total Expense	28,124.72	0.00	21,031.04	49,155.76
Net Ordinary Income	-13,884.77	50.07	8,032.20	-5,802.50
Net Income	<u>-13,884.77</u>	<u>50.07</u>	<u>8,032.20</u>	<u>-5,802.50</u>

Port of The Dalles-GENERAL
Profit & Loss Budget vs. Actual-SUMMARY
 July 2016 through June 2017

	Jul '16 - Ju...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	548,947.89	521,654.00	105.2%
Transient Moorage	2,329.00	2,000.00	116.5%
Map Grant	9,800.00	9,800.00	100.0%
Interest From Earnings	7,298.69	2,608.00	279.9%
Prior Yr Property Tax	10,477.31	12,000.00	87.3%
Interest From Contracts	1,888.18	1,889.00	100.0%
Flex/Tenant Bldg Const-Ln/Grant	0.00	100,000.00	0.0%
Misc. Income	5,266.99	100.00	5,267.0%
lease-land/Facility	34,943.49	30,064.00	116.2%
SDAO Grant	6,000.00	5,000.00	120.0%
Airport Well	17,611.00	497.00	3,543.5%
Marina Loan	9,733.00	9,733.00	100.0%
Property Tax	297,140.80	285,632.00	104.0%
Total Income	<u>951,436.35</u>	<u>980,977.00</u>	<u>97.0%</u>
Gross Profit	951,436.35	980,977.00	97.0%
Expense			
PERSONAL SERVICES-	145,303.73	156,601.00	92.8%
MATERIAL AND SERVICES-	121,136.02	160,000.00	75.7%
CAPITAL OUTLAYS-	57,612.00	162,000.00	35.6%
Total Expense	<u>324,051.75</u>	<u>478,601.00</u>	<u>67.7%</u>
Net Ordinary Income	627,384.60	502,376.00	124.9%
Other Income/Expense			
Other Income			
transfer from other funds	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.0%
Other Expense			
Transfer to Other Funds	0.00	117,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	0.00	167,000.00	0.0%
Net Other Income	0.00	-167,000.00	0.0%
Net Income	<u><u>627,384.60</u></u>	<u><u>335,376.00</u></u>	<u><u>187.1%</u></u>

Port of The Dalles-GENERAL
Profit & Loss Budget vs. Actual-DETAIL
 July 2016 through June 2017

	Jul '16 - J...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	548,947.89	521,654.00	105.2%
Transient Moorage			
Guests	2,329.00	2,000.00	116.5%
Total Transient Moorage	2,329.00	2,000.00	116.5%
Map Grant			
Launch Ramp	9,800.00	9,800.00	100.0%
Total Map Grant	9,800.00	9,800.00	100.0%
Interest From Earnings	7,298.69	2,608.00	279.9%
Prior Yr Property Tax	10,477.31	12,000.00	87.3%
Interest From Contracts			
Marina Loan	1,888.18	1,889.00	100.0%
Total Interest From Contracts	1,888.18	1,889.00	100.0%
Flex/Tenant Bldg Const-Ln/Grant	0.00	100,000.00	0.0%
Misc. Income	5,266.99	100.00	5,267.0%
lease-land/Facility	34,943.49	30,064.00	116.2%
SDAO Grant	6,000.00	5,000.00	120.0%
Airport Well	17,611.00	497.00	3,543.5%
Marina Loan	9,733.00	9,733.00	100.0%
Property Tax	297,140.80	285,632.00	104.0%
Total Income	951,436.35	980,977.00	97.0%
Gross Profit	951,436.35	980,977.00	97.0%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Marketing/Communications	2,136.36	5,100.00	41.9%
Salary- Exec. Director	50,994.36	42,000.00	121.4%
Maintenance Supervisor	25,382.46	33,500.00	75.8%
Admin/Marina Specialist	29,868.00	38,500.00	77.6%
Total Wages	108,381.18	119,100.00	91.0%
FICA-EMPLOYER	8,291.12	13,000.00	63.8%
PERS EMPLOYER	4,066.11	4,000.00	101.7%
Unemployment Payments	0.00	1.00	0.0%
WRKRS COMP EMPLOYER	3,727.29	2,500.00	149.1%
Payroll Expenses - Other	101.00		
Total Payroll Expenses	124,566.70	138,601.00	89.9%
Health Insurance	20,737.03	18,000.00	115.2%
Total PERSONAL SERVICES-	145,303.73	156,601.00	92.8%
MATERIAL AND SERVICES-			
Transient Moorage Expense			
Transient Moorage Utilities	203.05	1,000.00	20.3%
Total Transient Moorage Expense	203.05	1,000.00	20.3%
Contracted Service	8,212.49	23,000.00	35.7%
Account and Audit	15,191.00	20,000.00	76.0%
Develop and Comm	4,361.93	10,000.00	43.6%
Dues, Fees and Subscriptions	11,586.38	10,000.00	115.9%
Insurance-Liability	10,486.00	15,000.00	69.9%
Legal	4,155.00	5,000.00	83.1%
Maintenance and Repair			
Weed Control/landscaping	12,478.94	12,000.00	104.0%
Shop	3,084.91	4,100.00	75.2%

Port of The Dalles-GENERAL
Profit & Loss Budget vs. Actual-DETAIL
 July 2016 through June 2017

	Jul '16 - J...	Budget	% of Budget
Office	7,594.68	6,400.00	118.7%
Vehicle Expense			
Repair	492.60	1,000.00	49.3%
Gas	1,941.24	1,500.00	129.4%
Total Vehicle Expense	2,433.84	2,500.00	97.4%
Maintenance and Repair - Other	145.44	0.00	100.0%
Total Maintenance and Repair	25,737.81	25,000.00	103.0%
Launch Ramp			
Supplies	1,118.06	300.00	372.7%
Cleaning Service Launch Ramp	6,000.00	8,400.00	71.4%
Launch Ramp Water	1,448.54	1,800.00	80.5%
Launch Ramp Garbage	40.00		
Launch Ramp Electric	992.00	1,500.00	66.1%
Launch Ramp - Other	405.00	0.00	100.0%
Total Launch Ramp	10,003.60	12,000.00	83.4%
Office Supplies	7,401.73	5,000.00	148.0%
Office Equipment	0.00	3,000.00	0.0%
Staff Development/Enhance	2,557.21	5,000.00	51.1%
Travel Expense	8,733.59	10,000.00	87.3%
Utilities			
Industrial			
Industrial Water	661.68	4,000.00	16.5%
Total Industrial	661.68	4,000.00	16.5%
Office			
Water Office			
Shop	1,118.25		
Water Office - Other	1,407.14	3,000.00	46.9%
Total Water Office	2,525.39	3,000.00	84.2%
Office Electric	2,546.61	1,900.00	134.0%
Garbage Office	914.16	900.00	101.6%
Telephone	5,858.39	6,200.00	94.5%
Office - Other	0.00	0.00	0.0%
Total Office	11,844.55	12,000.00	98.7%
Total Utilities	12,506.23	16,000.00	78.2%
Total MATERIAL AND SERVICES-	121,136.02	160,000.00	75.7%
CAPITAL OUTLAYS-			
Land Acquisition/Development	0.00	100,000.00	0.0%
Marina Expense			
Water System Improvement	50,839.76	50,000.00	101.7%
Total Marina Expense	50,839.76	50,000.00	101.7%
Building Improvements	6,772.24	12,000.00	56.4%
Total CAPITAL OUTLAYS-	57,612.00	162,000.00	35.6%
Total Expense	324,051.75	478,601.00	67.7%
Net Ordinary Income	627,384.60	502,376.00	124.9%
Other Income/Expense			
Other Income			
transfer from other funds			
General Fund	0.00	0.00	0.0%
Total transfer from other funds	0.00	0.00	0.0%

Port of The Dalles-GENERAL
Profit & Loss Budget vs. Actual-DETAIL
July 2016 through June 2017

	<u>Jul '16 - J...</u>	<u>Budget</u>	<u>% of Budget</u>
Total Other Income	0.00	0.00	0.0%
Other Expense			
Transfer to Other Funds	0.00	117,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	0.00	167,000.00	0.0%
Net Other Income	0.00	-167,000.00	0.0%
Net Income	<u>627,384.60</u>	<u>335,376.00</u>	<u>187.1%</u>

Port of The Dalles-PDF
Profit & Loss Budget vs. Actual-SUMMARY
 July 2016 through June 2017

	Jul '16 - Jun ...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	5,462,572.99	5,539,769.00	98.6%
Interest From Earnings	16,096.11	27,699.00	58.1%
Interest From Contracts	3,162.45	11,046.00	28.6%
Loan	0.00	112,500.00	0.0%
matching grants	257,716.00	250,000.00	103.1%
Airport Well	0.00	0.00	0.0%
Land Sales	168,475.70	800,000.00	21.1%
Principal from Contract Sales	0.00	32,848.00	0.0%
Total Income	<u>5,908,023.25</u>	<u>6,773,862.00</u>	<u>87.2%</u>
Gross Profit	5,908,023.25	6,773,862.00	87.2%
Expense			
PERSONAL SERVICES-	123,280.49	133,709.00	92.2%
MATERIAL AND SERVICES-	47,610.46	184,200.00	25.8%
CAPITAL OUTLAYS-	1,077,553.91	5,140,000.00	21.0%
Total Expense	<u>1,248,444.86</u>	<u>5,457,909.00</u>	<u>22.9%</u>
Net Ordinary Income	4,659,578.39	1,315,953.00	354.1%
Other Income/Expense			
Other Expense			
Other Debt Service	1,687,040.75	370,000.00	456.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	<u>1,687,040.75</u>	<u>420,000.00</u>	<u>401.7%</u>
Net Other Income	-1,687,040.75	-420,000.00	401.7%
Net Income	<u><u>2,972,537.64</u></u>	<u><u>895,953.00</u></u>	<u><u>331.8%</u></u>

Port of The Dalles-PDF
Profit & Loss Budget vs. Actual-DETAIL
July 2016 through June 2017

	Jul '16 - Jun ...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	5,462,572.99	5,539,769.00	98.6%
Interest From Earnings	16,096.11	27,699.00	58.1%
Interest From Contracts			
CCC#5-CPDLLC	68.71	480.42	14.3%
Tum-A-Lum	3,093.74	4,097.97	75.5%
Interest From Contracts - Other	0.00	6,467.61	0.0%
Total Interest From Contracts	3,162.45	11,046.00	28.6%
Loan	0.00	112,500.00	0.0%
matching grants	257,716.00	250,000.00	103.1%
Airport Well	0.00	0.00	0.0%
Land Sales			
CCC#4-CPDLLC	0.00	0.00	0.0%
CCC#5-CPDLLC	13,744.67	0.00	100.0%
Tum-A-Lum	106,767.83	0.00	100.0%
Land Sales - Other	47,963.20	800,000.00	6.0%
Total Land Sales	168,475.70	800,000.00	21.1%
Principal from Contract Sales	0.00	32,848.00	0.0%
Total Income	5,908,023.25	6,773,862.00	87.2%
Gross Profit	5,908,023.25	6,773,862.00	87.2%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Marketing/Communications	44,863.56	45,900.00	97.7%
Salary- Exec. Director	44,176.16	42,000.00	105.2%
Maintenance Supervisor	0.00	5,000.00	0.0%
Admin/Marina Specialist	0.00	7,000.00	0.0%
Total Wages	89,039.72	99,900.00	89.1%
FICA-EMPLOYER	6,811.56	6,000.00	113.5%
PERS EMPLOYER	0.00	400.00	0.0%
WRKRS COMP EMPLOYER	73.25	120.00	61.0%
Payroll Expenses - Other	67.00		
Total Payroll Expenses	95,991.53	106,420.00	90.2%
Health Insurance	27,288.96	27,289.00	100.0%
Total PERSONAL SERVICES-	123,280.49	133,709.00	92.2%
MATERIAL AND SERVICES-			
Land Sales			
Land Sales Closing Cost	0.00	14,000.00	0.0%
Land Sale Commissions	0.00	35,000.00	0.0%
Total Land Sales	0.00	49,000.00	0.0%
Contracted Service	680.00	25,000.00	2.7%
Develop and Comm	577.46	2,000.00	28.9%
Dues, Fees and Subscriptions	2,440.73		
Legal	19,308.15	20,000.00	96.5%
Maintenance and Repair			
Weed Control/landscaping	1,500.00		
Total Maintenance and Repair	1,500.00		
Office Supplies	200.37	2,000.00	10.0%
Utilities			
Industrial			

**Port of The Dalles-PDF
 Profit & Loss Budget vs. Actual-DETAIL
 July 2016 through June 2017**

	Jul '16 - Jun ...	Budget	% of Budget
Industrial Water	319.65		
Total Industrial	319.65		
Office			
Telephone	195.25	1,200.00	16.3%
Total Office	195.25	1,200.00	16.3%
Total Utilities	514.90	1,200.00	42.9%
Marketing Expenses			
Grant	0.00	10,000.00	0.0%
Media/Promo	6,467.91	55,000.00	11.8%
Other	845.36		
Travel	15,075.58	20,000.00	75.4%
Total Marketing Expenses	22,388.85	85,000.00	26.3%
Total MATERIAL AND SERVICES-	47,610.46	184,200.00	25.8%
CAPITAL OUTLAYS-			
Engineering/Consultants	465.00	100,000.00	0.5%
Land Acquisition/Development	1,025,504.44	4,780,000.00	21.5%
PDF- Facility Improvements	51,584.47	10,000.00	515.8%
Partnership Projects	0.00	250,000.00	0.0%
Total CAPITAL OUTLAYS-	1,077,553.91	5,140,000.00	21.0%
Total Expense	1,248,444.86	5,457,909.00	22.9%
Net Ordinary Income	4,659,578.39	1,315,953.00	354.1%
Other Income/Expense			
Other Expense			
Other Debt Service	1,687,040.75	370,000.00	456.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	1,687,040.75	420,000.00	401.7%
Net Other Income	-1,687,040.75	-420,000.00	401.7%
Net Income	2,972,537.64	895,953.00	331.8%

Port of The Dalles-MARINA
Profit & Loss Budget vs. Actual-SUMMARY
 July 2016 through June 2017

	Jul '16 - Ju...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	103,359.06	132,930.00	77.8%
Interest From Earnings	1,489.19	250.00	595.7%
Misc. Income	0.00	300.00	0.0%
Marina	66,033.27	62,209.00	106.1%
Total Income	<u>170,881.52</u>	<u>195,689.00</u>	<u>87.3%</u>
Gross Profit	170,881.52	195,689.00	87.3%
Expense			
PERSONAL SERVICES-	24,879.85	25,000.00	99.5%
MATERIAL AND SERVICES-	94,116.24	106,901.00	88.0%
CAPITAL OUTLAYS-	0.00	1.00	0.0%
Total Expense	<u>118,996.09</u>	<u>131,902.00</u>	<u>90.2%</u>
Net Ordinary Income	51,885.43	63,787.00	81.3%
Other Income/Expense			
Other Expense			
Other Debt Service	0.00	0.00	0.0%
General Operating Contingency	0.00	15,000.00	0.0%
Total Other Expense	<u>0.00</u>	<u>15,000.00</u>	<u>0.0%</u>
Net Other Income	0.00	-15,000.00	0.0%
Net Income	<u><u>51,885.43</u></u>	<u><u>48,787.00</u></u>	<u><u>106.4%</u></u>

Port of The Dalles-MARINA
Profit & Loss Budget vs. Actual-DETAIL
 July 2016 through June 2017

	Jul '16 - J...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	103,359.06	132,930.00	77.8%
Interest From Earnings	1,489.19	250.00	595.7%
Misc. Income	0.00	300.00	0.0%
Marina			
Misc. Income			
Security Screen	30.00		
Total Misc. Income	30.00		
Revenue			
Boathouse			
Electric Fees	15.00		
Water	2,402.83	2,250.00	106.8%
BH Sewer	3,608.63	5,000.00	72.2%
Lates Fees	1,004.00		
Moorage Fees	45,739.76	38,218.00	119.7%
Total Boathouse	52,770.22	45,468.00	116.1%
Open Moorage			
Water	225.58	100.00	225.6%
Annual Moorage Fee	12,007.45	16,141.00	74.4%
Electric	268.15	500.00	53.6%
Open Moorage - Other	0.05		
Total Open Moorage	12,501.23	16,741.00	74.7%
Revenue - Other	0.00	0.00	0.0%
Total Revenue	65,271.45	62,209.00	104.9%
Special Projects Assessment			
Water System	731.82		
Total Special Projects Assessment	731.82		
Total Marina	66,033.27	62,209.00	106.1%
Total Income	170,881.52	195,689.00	87.3%
Gross Profit	170,881.52	195,689.00	87.3%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Assistant Spec. Projects	175.50		
Salary- Exec. Director	4,829.56	5,000.00	96.6%
Maintenance Supervisor	6,117.54	6,118.00	100.0%
Admin/Marina Specialist	9,652.00	9,652.00	100.0%
Total Wages	20,774.60	20,770.00	100.0%
FICA-EMPLOYER	1,589.27	1,669.00	95.2%
PERS EMPLOYER	0.00	0.00	0.0%
Unemployment Payments	0.00	1.00	0.0%
WRKRS COMP EMPLOYER	19.69	60.00	32.8%
Payroll Expenses - Other	1.05		
Total Payroll Expenses	22,384.61	22,500.00	99.5%
Contracted Services	51.74		
Health Insurance	2,443.50	2,500.00	97.7%
Total PERSONAL SERVICES-	24,879.85	25,000.00	99.5%
MATERIAL AND SERVICES-			
Contracted Service	70,665.00	71,001.00	99.5%
Account and Audit	0.00	300.00	0.0%

Port of The Dalles-MARINA
Profit & Loss Budget vs. Actual-DETAIL
 July 2016 through June 2017

	Jul '16 - J...	Budget	% of Budget
Bad Debt Expense	0.00	500.00	0.0%
Develop and Comm	40.90	300.00	13.6%
Dues, Fees and Subscriptions	0.00	350.00	0.0%
Insurance-Liability	0.00	3,000.00	0.0%
Legal	5,856.45	6,000.00	97.6%
Maintenance and Repair			
Vehicle Expense			
Gas	558.51	500.00	111.7%
Total Vehicle Expense	558.51	500.00	111.7%
Marina			
Supplies/Maintenance	3,996.19	4,500.00	88.8%
Total Marina	3,996.19	4,500.00	88.8%
Total Marina	3,996.19	4,500.00	88.8%
Maintenance and Repair - Other	6.00	5,000.00	0.1%
Total Maintenance and Repair	4,560.70	10,000.00	45.6%
Office Supplies	16.02	250.00	6.4%
Travel Expense	0.00	200.00	0.0%
Utilities			
Marina			
Electric Marina			
Lights	641.31	1,250.00	51.3%
Open Moorage	468.69	1,700.00	27.6%
Sewer Pump	213.85	600.00	35.6%
Total Electric Marina	1,323.85	3,550.00	37.3%
Garbage Marina	2,510.25	3,600.00	69.7%
Sewer Marina	5,048.88	5,850.00	86.3%
Water Marina	4,094.19	2,000.00	204.7%
Total Marina	12,977.17	15,000.00	86.5%
Utilities - Other	0.00	0.00	0.0%
Total Utilities	12,977.17	15,000.00	86.5%
Total MATERIAL AND SERVICES-	94,116.24	106,901.00	88.0%
CAPITAL OUTLAYS-			
Marina Expense			
Boathouse Improvements	0.00	1.00	0.0%
Faciltiy Improvements	0.00	0.00	0.0%
Total Marina Expense	0.00	1.00	0.0%
Total CAPITAL OUTLAYS-	0.00	1.00	0.0%
Total Expense	118,996.09	131,902.00	90.2%
Net Ordinary Income	51,885.43	63,787.00	81.3%
Other Income/Expense			
Other Expense			
Other Debt Service	0.00	0.00	0.0%
General Operating Contingency	0.00	15,000.00	0.0%
Total Other Expense	0.00	15,000.00	0.0%
Net Other Income	0.00	-15,000.00	0.0%
Net Income	51,885.43	48,787.00	106.4%

Port of The Dalles
Account QuickReport
 As of June 30, 2017

Type	Num	Name	Memo	Paid Amount
CSB Checking				
General Checking				
Check	EFT	Brokers National Lif...		-71.40
Deposit			Deposit	2,245.91
Bill Pmt -Check	23136	Angie Wilson		-785.00
Bill Pmt -Check	23137	BiCoastal Media		-99.00
Bill Pmt -Check	23138	Bohns Printing		-112.27
Bill Pmt -Check	23139	City Of The Dalles.		-451.38
Bill Pmt -Check	23140	Class Act Catering ...		-207.65
Bill Pmt -Check	23141	Cobble Stone Cater...		-301.68
Bill Pmt -Check	23142	Dick, Dick & Corey, ...		-342.50
Bill Pmt -Check	23143	Hattenhauer Energy...		-256.26
Bill Pmt -Check	23144	Napa Auto Parts		-20.74
Bill Pmt -Check	23145	Northern Wasco Co...		-6,000.00
Bill Pmt -Check	23146	Port Of The Dalles ...		-95.96
Bill Pmt -Check	23147	PUD		-172.84
Bill Pmt -Check	23148	Sawyers True Value		-260.29
Bill Pmt -Check	23149	SDIS		-1,820.36
Bill Pmt -Check	23150	The Dalles Chronicle		-25.00
Bill Pmt -Check	23151	The Dalles Disposal		-76.59
Paycheck	23131	Andrea L. Klaas		-2,886.93
Paycheck	23132	Gerald L. Rundell		-894.34
Paycheck	23133	Kathleen M. Norton		-1,199.78
Paycheck	23134	Kathy J Ursprung		-1,299.02
Liability Check	EFT	Oregon Department...	0504064-4	-589.00
Liability Check	EFT	United States Treas...	93-6001833	-2,390.72
Deposit			Deposit	308.11
Deposit			Deposit	810.00
Liability Check	EFT	Pers	02501	-1,102.26
Check	EFT	Pers		-91.43
Check	EFT	Pers		-279.58
Liability Check	EFT	Oregon Department...	0504064-4	-589.00
Liability Check	EFT	United States Treas...	93-6001833	-2,390.80
Deposit			Deposit	70.94
Deposit			Deposit	1,413.96
Paycheck	23152	Andrea L. Klaas		-2,886.92
Paycheck	23155	Kathy J Ursprung		-1,299.01
Paycheck	23153	Gerald L. Rundell		-894.34
Paycheck	23154	Kathleen M. Norton		-1,199.76
Bill Pmt -Check	23156	Andrea Klaas		-652.17
Bill Pmt -Check	23157	At&t		-75.79
Bill Pmt -Check	23158	Cardmember Servic...		-281.06
Bill Pmt -Check	23159	Chamberlin Agricult...		-100.21
Bill Pmt -Check	23160	Dick, Dick & Corey, ...		-237.50
Bill Pmt -Check	23161	Gorge Networks		-162.09
Bill Pmt -Check	23162	Home Depot Credit ...		-477.22
Bill Pmt -Check	23163	Rotary Club of The ...		-20.00
Bill Pmt -Check	23164	SDIS		-4,474.86
Bill Pmt -Check	23165	State Of Oregon No...		-40.00
Bill Pmt -Check	23166	The Dalles Chronicle		-121.88
Bill Pmt -Check	23167	Wasco County		-3,918.17
General Journal	AW			2,274.08
General Journal	AW			11,084.03
General Journal	AW		payroll	-5,973.27
General Journal	AW		payroll	-4,493.26
General Journal	AW		payroll	0.00
General Journal	AW		payroll	10,466.53
Total General Checking				-23,445.73
Marina Checking				
General Journal	AW			0.00
Total Marina Checking				0.00

12:11 PM
07/09/17
Cash Basis

Port of The Dalles
Account QuickReport
As of June 30, 2017

Type	Num	Name	Memo	Paid Amount
Port Develop. Checking				
Transfer			Funds Transfer	1,500,000.00
Bill Pmt -Check	22452	Dick, Dick & Corey, ...		-4,935.00
Bill Pmt -Check	22453	PUD		-378.46
Deposit			Deposit	25,000.00
Deposit			Deposit	2,986.95
Bill Pmt -Check	22454	Andrea Klaas		-111.82
Bill Pmt -Check	22455	Cardmember Servic...		-10.00
Bill Pmt -Check	22456	Dick, Dick & Corey, ...		-2,166.65
Bill Pmt -Check	22457	Kathy Ursprung		-71.00
General Journal	AW			-2,274.08
General Journal	AW			-11,084.03
Total Port Develop. Checking				1,506,955.91
Total CSB Checking				1,483,510.18
TOTAL				1,483,510.18

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: July 12, 2017

Subject: G-1.) Director's Report

Background:

Hood River has an economic development group that meets quarterly. They are trying to figure out some wetlands issues (i.e. the airport needs to mitigate some wetlands...DSL wants that done on-site, the FAA does not want it done on-site because they don't want birds landing there), so they invited meet talk about The Dalles experience. The Corps and Nat'l Marine Fisheries seem to be the biggest challenges to get any practical solutions. Maybe by working together we can make some headway.

Angie W., Lori S. and I met to talk about the marina and marina management. Overall I am very pleased with the transition from the Port to The Dalles Marina LLC., there have been a few bumps, but I think we are working them out. There are a few areas where there is Port/TDMLLC cross-over so we are working to better define responsibilities in those areas. Also, the Port has the ability to interface with the Oregon State Marine board for marina related items, so we will continue to leverage that relationship for the benefit of the marina and guest moorage.

We will be interviewing for a RARE participant this month. 35 communities were selected to be matched with 35 RARE Americorps participants. This is the largest number in the history of the program.

Jerry is working on a number of facility maintenance projects including repointing the masonry in the stone wall, fixing the back porch entrance and items related to the launch ramp rest rooms. There are also a few marina related projects that Angie and I have discussed for him to do.

BPA real estate team emailed, they are still planning on wrapping things up by mid-October of this year. They have scheduled an appraiser for early fall.

Marina parking lot has been seal-coated and re-stripped.

Land has been transferred to NWPUD for the substation.

Carrie Pipinich and I met with the sales and marketing person from UPRR. They are starting a land resource database to help communities market land that could be rail served. We also talked about access to NWA, and while this is not directly in his scope of work, it is potential land that could be rail served so he is going to do some research for us on the issues. He did give us the name of the community affairs person for this region so we will be reaching out to that person too.

Kathy U and I traveled to Portland to visit [The Redd](#). This a public/private partnership that renovated an old industrial building and now is home to 4 commercial kitchen spaces where locally sourced food is prepared, a delivery company, specialty food storage (dry rack and cold storage) and an event venue. Sue Davis from the OR Department of Ag set up the tour and Carolyn Meece was able to join us as well. The private sector is managing the space, but EcoTrust purchased the building and did the renovations to support local small businesses.

Blue Zones - I attended a transportation focused meeting held at the City. I'm still unclear what benefits the community receives from participating in this program since there is a transportation plan in place...the presenters did talk about one community that turned one-way streets into two-way streets to slow traffic and added roundabouts to intersections, they asked the group what kind of commute times everyone had (5 minutes - 40 minutes, driving) which I think surprised them. Some of their ideas might work for downtown, but probably not for the entire City.

After the June meeting Kathy did some follow-up with Brian Tuck at the Extension Office here in The Dalles about the future of Extension here and also in Hood River. Here is what she learned:

In talking with Brian Tuck at OSU/Wasco County Extension, Brian said Extension has absolutely no intention of pulling out of Wasco County or not staffing it with Extension agents.

With the passing of Yen Wang and the retirement of Lynn Long, there will be a time gap. Hiring a new Hort Officer requires an international search for someone with a Ph.D and Brian doesn't expect to have a replacement in position for 9 months to a year. Steve Castagnoli is filling in on Hort as he takes the position of Resident Director full time.

In addition, Lynn Long will still be working quarter-time after retirement, focusing on his cherry research. The new Regional Hort Officer, when hired, will focus primarily on tree fruit like cherries and pears and will cover Wasco and Hood River counties. The regional approach is the current trend for OSU Extension

Some of this work has been delayed as the Legislature works its way through the budget process. But Brian expects to post for Lynn's replacement very shortly. He also eventually expects to hire someone to fill the grains position vacated by Sandy Macnab's retirement. He has not received the go-ahead to post that position yet and Brian is filling in on grains in the interim.

Other Extension positions include Michelle Sager, who covers community hort for Wasco County (including Master Gardeners), and 4-H, Open Campus and Family Community Health.

The roof over my office was replaced. We received a water intrusion grant from SDAO for this.

Steve Lawrence and I met with a reporter from the New York Times to talk about privatizing Bonneville. Steve carried the conversation, and since the Port has not taken a position on this I did not offer an opinion on this but was able to address the importance of Bonneville to the region and remind the reporter that the rate payers of the Pacific Northwest are ones who have funded the projects. I suggested that the reporter talk to Steve Wright (past director of Bonneville) who now runs the Chelan PUD, and after meeting with us he was headed to NWPUD to meet with Roger Kline.

UPCOMING MEETINGS / EVENTS / DATES:

- August 9, 2017: Port Commission Regular meeting 7:00pm

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: July 12, 2017

Subject: G-2.) Marketing, Communication & Special Projects

Background:

Recruitment and Creation

AgLAB: Met with Food Security Infrastructure Committee, which made food hub-type facilities similar to the Port's concept a priority for the Gorge at their June 30 meeting. Toured The Redd in Portland's south-east industrial district. It is a food hub focusing on food production, warehousing, cold storage and some pretty creative motorized bicycle distribution. CGCC is also interested our potential facility from an academic standpoint, given they are moving into viticulture courses. Research for the feasibility study is expected to continue at least through the end of the year.

Website: Please take some time to look through our website on your smart phone. Since most people now access websites on their phones, I would appreciate commission feedback on how the site works, doesn't work, could be better organized, could look better, etc. on the tiny screen. Over the next few months, I will also be researching home page designs that may be more effective in converting home page visitors to contacts, and creating a landing page for new newsletter subscribers.

Publicity: Working with Oregon Business Magazine on a branded story for their September issue.

Retention

Community Internship: Gorge Works Community Internship's business steering committee met June 30 to provide organizing direction for the regional program. Committee includes representatives of Insitu, Cloud Cap Technologies, Mid-Columbia Producers, Mid-Columbia Fire and Rescue, and SDS Lumber. They seem very enthusiastic. Several other businesses are also interested. The businesses decided we should focus on a specific niche of worker recruitment, the "technician" level that may gain training on the job, through community college or through an apprenticeship, but would not require an advanced degree. This type of skilled, usually living wage job, meshes well with the needs expressed by Port-area businesses, sidesteps intern housing challenges by focusing on local residents, would be open to high school grads 18 or older, including adults interested in retraining. Summer 2018 is targeted for the pilot season. This summer I will be working on the timeline, host site handbook and providing direction for the website developer, which the Chamber is providing. Insitu is offering marketing and onboarding assistance. CGCC is also offering assistance with image branding and recruiting.

Other

Dufur Community: Met with Dufur city administrator to discuss improvements on their website, and also Dufur Chamber to discuss tourism grant application for branding process, as well as marketing materials to connect with mass gathering organizers.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: July 12, 2017

Subject: G-3.) Special Projects

Background:

Klindt Cove Park – Meeting with Scott Baker, Parks District, and Antoine Tissot, Kiwanis, next week to update our task lists. We have received permission to install pergolas over the picnic tables. Scott Baker provided examples of pergolas that work well in this area. We hope to get those over the two tables that are in the park now.

Kitchen Remodel Phase II – Adams design is still working on the design.

Marina Parking Lot Seal Kote – The Seal Kote crew were able to get the parking lot finished a day earlier than planned. Scott Baker, Parks District Executive Director, was very accommodating to the marina users by keeping the park open 24 hours during the closer and by allowing boaters to launch their boats from a location in the park. Because it was so hot when the sealcoat was applied David Rogers said they would come back in the fall to make sure all the cracks had sealed properly.

Columbia Gorge Industrial Center Mailbox – The Post office has asked that the lots in the industrial center use one mail box location like they do on Klindt Dr. I am working with the Postmistress to determine a location that will work for the mail delivery person and be convenient for the businesses

Guest Moorage – Working with Optimist Printers we are developing a 2 part payment envelope for guest moorage users. This will allow us to determine if a boat has paid their transient moorage and electric usage fees. To make getting the power turned on for the guest moorage boats, we are going to reconfigure the power kiosk. There is an issue with the GFI tripping when some boats try to hook up to power. We have tried different options with the boats, had an electrician look at the system and finally this week talked with the State Electrical Inspector. So far there is no resolution but as our guest moorage is seeing much more usage this year, we will continue to look for a solution to this issue. Once again The Dalles has been a great spot for the Pike minnow fishermen. A number of the fishermen have paid moorage to stay in the guest moorage area when they need a break from the river.

Marina Parking Lot Issues - Met with City Councilman Tim McGolthlin to respond to his questions regarding facilities at the Marina. A member of the public had come to City Council with concerns and then left Tim pictures of his concerns. I was able to address most of the situations and then talked to Jerry about taking care of a couple others.

2016-17 Audit – As requests come in from the Auditor I am helping to pull together the information needed to do the audit.

Notary – I passed the test and have been approved as a Notary for the State of Oregon.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: July 12, 2017

Subject: G-4.) The Dalles Marina Quarterly Report

Background:

Angie Wilson of The Dalles Marina, LLC., will provide a quarterly report on Marina financials and other items of interest.

The Dalles Marina
Profit & Loss
 January through June 2017

	<u>Jan - Jun 17</u>
Ordinary Income/Expense	
Income	
Key Deposit	3,082.12
Moorage Fee	43,879.20
Open Moorage Fee	11,775.49
Utilities Income	
Electrical Fee	240.00
Sewer Fee	2,972.02
Water Fee	1,514.66
Total Utilities Income	<u>4,726.68</u>
Total Income	<u>63,463.49</u>
Expense	
Automobile Expense	41.90
Bank Service Charge	84.58
Contracted Services	11,517.50
development and communications	89.60
Dues, Fees and Subscription	50.00
Insurance Expense	
Liability	<u>4,413.90</u>
Total Insurance Expense	4,413.90
Keys Expense	3,288.00
Maintenance and Supplies	4,976.00
Office Supplies	751.32
Professional Fees	
legal Fees	<u>1,250.00</u>
Total Professional Fees	1,250.00
Rent Expense	11,639.18
Telephone Expense	274.99
Utilities	
Electricity	3,502.20
Garbage	1,635.74
Water	7,058.10
Utilities - Other	<u>1,254.72</u>
Total Utilities	<u>13,450.76</u>
Total Expense	<u>51,827.73</u>
Net Ordinary Income	11,635.76
Other Income/Expense	
Other Income	
Interest Income	<u>5.60</u>
Total Other Income	<u>5.60</u>
Net Other Income	5.60
Net Income	<u><u>11,641.36</u></u>

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: July 12, 2017

Subject: G-5.) Reports of Committees

- a) Urban Renewal – Staci Coburn:

- b) Chamber of Commerce – David Griffith:

- c) Wasco EDC – Kathy Ursprung:

- d) COT – Weast/Klaas: