

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
January 11, 2017
Port of The Dalles

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, David Griffith, Staci Coburn

Staff: Andrea Klaas, Executive Director; Kathy Norton, Director's Assistant; Bill Dick, Attorney

Guests: None

Pledge of Allegiance: Commissioner Coburn

AGENDA CORRECTIONS or ADDITIONS

None at this time

VISITOR BUSINESS (for items not already on the agenda)

None at this time

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the January and February 2017 calendars.

ACTION ITEMS

1. **December 14, 2016 Regular Meeting Minutes approved as presented.**
2. **The December 2017 Financials not available due to early meeting date. Approval tabled to the February 15, 2017 regular meeting.**

STAFF REPORT

1. *Director's Report* – Andrea Klaas provided full report in meeting packet. Property line adjustments have been completed for both the NWPUD parcel and lots 8A & 9A; Columbia River National Scenic Area Management Plan Review, January 17th, 6-8pm, Ft Dalles Readiness Center; Phone system fraud issue has been dealt with; Marina management is being transferred to The Dalles Marina LLC. Funds will be transferred from the Marina Fund to The Dalles Marina. The Port Commission will need to approve a supplemental budget for the Marina Fund; I would like to pay off the \$2,250,000 loan from the State of Oregon for the Columbia Gorge industrial Center project. The Commission will need to approve a supplemental budget for the Port Development Fund to reduce the Land Acquisition and Development expense and increase the Debt Service/Loan expense; the audit is done and filed.
2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Recruitment & Creation – Wetlands: Made contact with Peter Olmstead who has been assigned to review the RPG; Food Business: Food incubator facility is now on Agora Platform as we seek a feasibility study grant; Industrial Center Entrance: work is expected to continue when temperatures warm up enough to pour concrete; Marketing Materials: Developing a map of Port area business locations; Retention – met with high school administration on how to enhance the mentorship program at TDHA; Other – Dufur Community Visioning: working with the Dufur Chamber to finalize a draft of the strategic plan for City Council

approval; Regional Planning: The Dalles' part of the Comprehensive Economic Development Strategy process has been rescheduled to January 26, 2017.

3. *Marina Update:* Kathy Norton provided report in meeting packet. Transfer of Marina management to The Dalles Marina, LLC was official January 1, 2017. Jerry and I will continue to be available to help with the transition. Main Street: working through the process to hire a new Executive Director; completed first phase of the Business Retention & Expansion Program; Antoine Tissot new board member; entered into an Intergovernmental Agreement to store parklets and downtown decorations at the County's 10th street facility.
4. *Reports of Committees:*
 - a) Urban Renewal – Commissioner Coburn: No recent meeting to report on.
 - b) Chamber of Commerce: Commissioner Griffith: Looking at long-term Cherry Festival Brand; facility upgrades moving forward; working on policy manual.
 - c) Wasco EDC – Kathy Ursprung: Absent.
 - d) COT – Greg Weast/Andrea Klaas: No meeting until January, 2017.Meeting 1/27/17. Meeting with City officials to get the City priorities. Gorges Nite Out in Salem 3/9/17 – opportunity to present Gorge priorities to Salem.

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.

8:00PM – Back to Regular Session

DECISIONS FROM EXECUTIVE SESSION

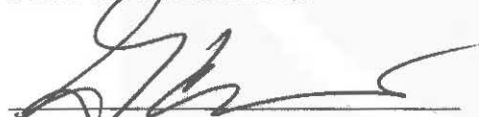
None

COMMISSION CALL

1. President G. Weast: Appreciates working with a diverse Commission and competent staff.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:00PM.

PORT OF THE DALLES:



Greg Weast, President
Board of Commissioners

ATTEST:



David A. Griffith, Secretary
Board of Commissioners

DATE APPROVED:

Prepared by: K.Norton