

PORT COMMISSION REGULAR SESSION MEETING**WEDNESDAY, AUGUST 10, 2022, 7:00 P.M., PORT ADMINISTRATIVE OFFICE**

AGENDA

- A. ROLL CALL** Executive Assistant Toepke
- B. PLEDGE OF ALLEGIANCE** Commissioner Weast
- C. AGENDA CORRECTIONS OR ADDITIONS** Executive Director Klaas
- D. COMMUNITY PARTNER UPDATES**
1. Silvan Shawe, Community Philanthropy Manager, Columbia Gorge Food Bank, Oregon Food Bank
 2. Michael Held, North Central Regional Development Officer, Business Oregon
- E. PUBLIC COMMENT OR QUESTION** 3-minute limit per person per subject; 10-minute limit
Except for factual questions, the Commission does not respond to or discuss issues raised during public comment.
- F. UPCOMING MEETINGS/EVENTS**
- August 12, 2022: Executive Director Klaas on KODL Radio Coffee Break Executive Director Klaas
 - **September 14, 2022: Port Commission Regular Session Meeting**
- G. ACTION ITEMS**
1. July 13, 2022, Regular Session Meeting Minutes
 2. July 2022 Financial Reports Treasurer Coburn
- H. REPORTS**
1. Concessionaire The Dalles Marina, LLC: Q4/FY 2021-2022 Report Owner-Operator Macnab
 2. Staff Report Executive Director Klaas
 3. Committee Reports
 - Community Outreach Team Commissioner Weast
 - Urban Renewal Commissioner Coburn
 - Chamber of Commerce Commissioner Griffith
 - Dufur Commissioner Wallace
 - Wasco County EDC Executive Assistant Toepke *Next meeting in September
- I. EXECUTIVE SESSION** *as allowed by ORS 192.660(2)(e) Real Property Transactions, ORS 192.660(2)(h) Conferring with Legal Counsel regarding litigation* *Media representatives are instructed not to report or disclose matters discussed in Executive Session
- J. ACTION REQUIRED FROM EXECUTIVE SESSION**
- K. COMMISSION CALL**

PORT OF THE DALLES AGENDA ITEM

MEETING DATE August 10, 2022

ACTION ITEM D-1.) Silvan Shawe, Community Philanthropy Manager
Columbia Gorge Food Bank, Oregon Food Bank

STAFF RECOMMENDATION n/a

Meet Our New Home!



COLUMBIA GORGE FOOD BANK

Serving Wasco, Hood River and Sherman Counties



Increasing Capacity 5x

10,000+ sq ft. for food distribution and community food systems programs



Serving More Communities

Expanding pantries and food access to Native, Latinx, and rural families



\$3.5 Million Total Project

We need to raise \$1 million to finish this expansion!

We are expanding to meet the growing need in the Gorge! Renovation is underway and Columbia Gorge Food Bank's **new warehouse and Community Food Center at 3525 Crates Way in The Dalles** will be opening in late 2022.

As a member of the Oregon Food Bank Network of regional food banks, **our mission is to end hunger and its root causes... Because no one should be hungry.** We provide community food systems development support, anti-hunger leadership, and food.

CGFB currently serves over 5,000 families per month through 35+ community partner food access sites in Hood River, Wasco, and Sherman counties. With hunger in Oregon doubling in the last two years, additional space for food storage and distribution is urgently needed. The new 10,000 sq ft. space will serve as a hub for food access, include farmer and donation repack, a learning kitchen, meeting space, and bring resilience in disasters. We will also house Windy River Gleaners, The Community Backpack Program, Migrant Farmworker distributions, and more.

The purchase of the new building was funded by a generous donor, but we need your help completing the renovation and procuring new equipment. Reach out with support, questions, and join our work to feed families in the Gorge!

Donate, Volunteer & Get Involved!

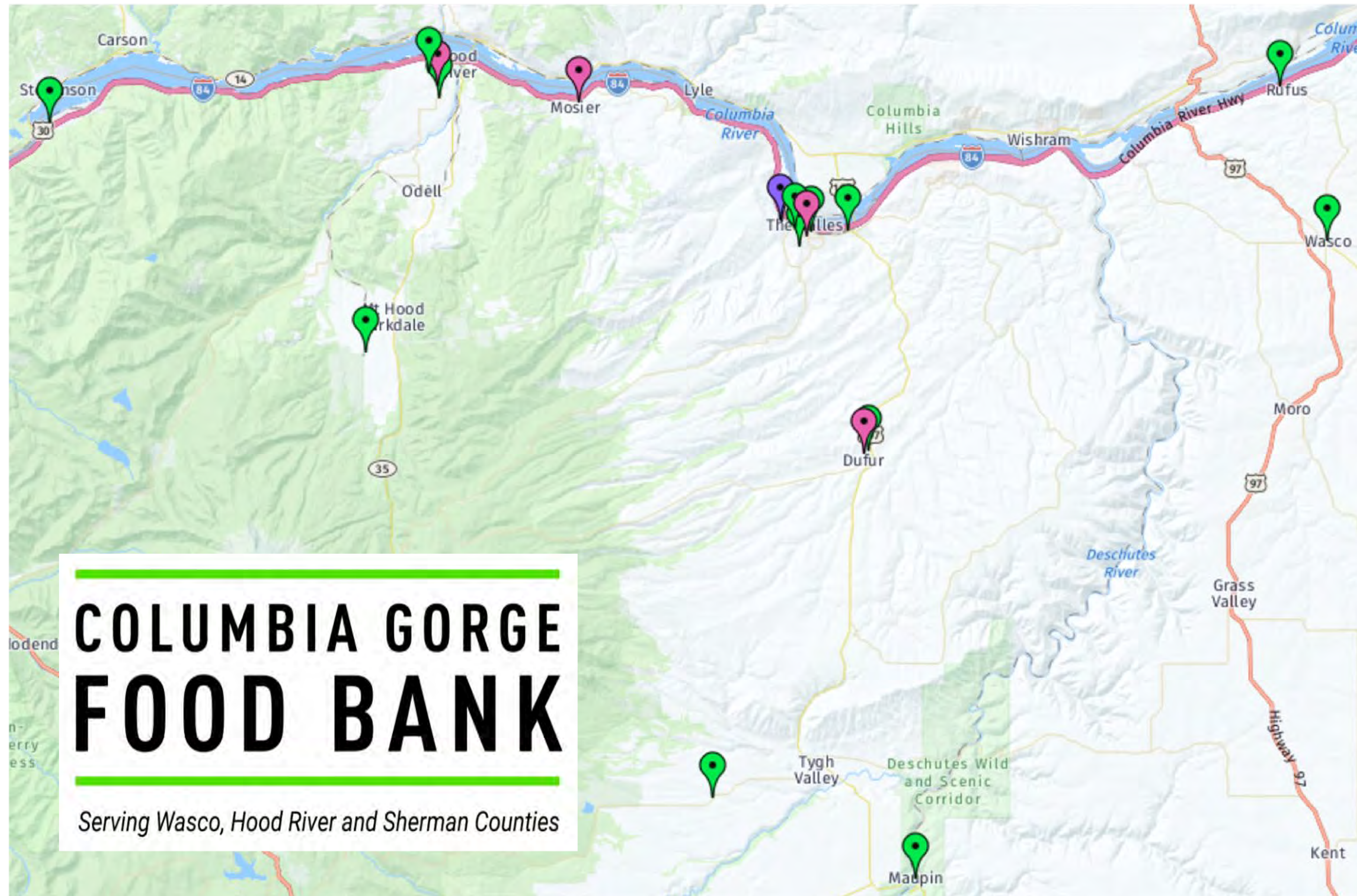
oregonfoodbank.org/gorge - gorge@oregonfoodbank.org - (541) 370-2333



COLUMBIA GORGE FOOD BANK

Serving Wasco, Sherman & Hood River Counties

Serving Hood River, Wasco, Sherman Counties ... Because no one should be hungry.



Neighbors Served Monthly

5,000+



Lbs. of Food Distributed Annually

2,000,000+



Outreach, Pantries & Programs

35+ Community Partners

Hunger in Wasco County



1 in 4

Oregonians sought food assistance since the start of COVID-19



15.9%

Child food insecurity in Wasco County pre-COVID (2019)



11.8%

Overall estimated food insecurity rate in Wasco County pre-COVID (2019)



3-4K

Neighbors served by CGFB monthly in Wasco County

Hunger In The Wasco County

Looking Beyond the Rates to the Root Causes



Median household income = \$54,725 (2020). Living Wage for a family of 4 \$71,832.

Wage Gap = \$11.37/ hour over current min wage. (MIT, 2019)

Columbia Gorge Food Bank's Operation:



**In FY 21/22
CGFB's local staff of 7
will distribute over
2,000,000 lbs of food**

Our work is supported by: federal and state funds, Feeding America, Oregon Food Bank, grants, and local food and fund donations

How We Serve Wasco County

Nearly all local food assistance in the Gorge comes through CGFB's systems. Since the Oregon Food Bank assumed operations in 2015 CGFB has emphasized equity and expanding service to rural and remote South Wasco residents, at in-lieu sites, and for latinx communities.

CGFB's Community Partners include:



How We Serve Wasco County



We provide food for pantries, community programs, outreach, migrant farmworker distributions and more.

More Than Emergency Food

Locally We Lead:

- **Support for activities that create personal & community food security**
- **Equitable coordination and redistribution of hunger relief donations**
- **Community food systems development**
- **Disaster resilience and response**
- **Anti-Hunger education and advocacy**



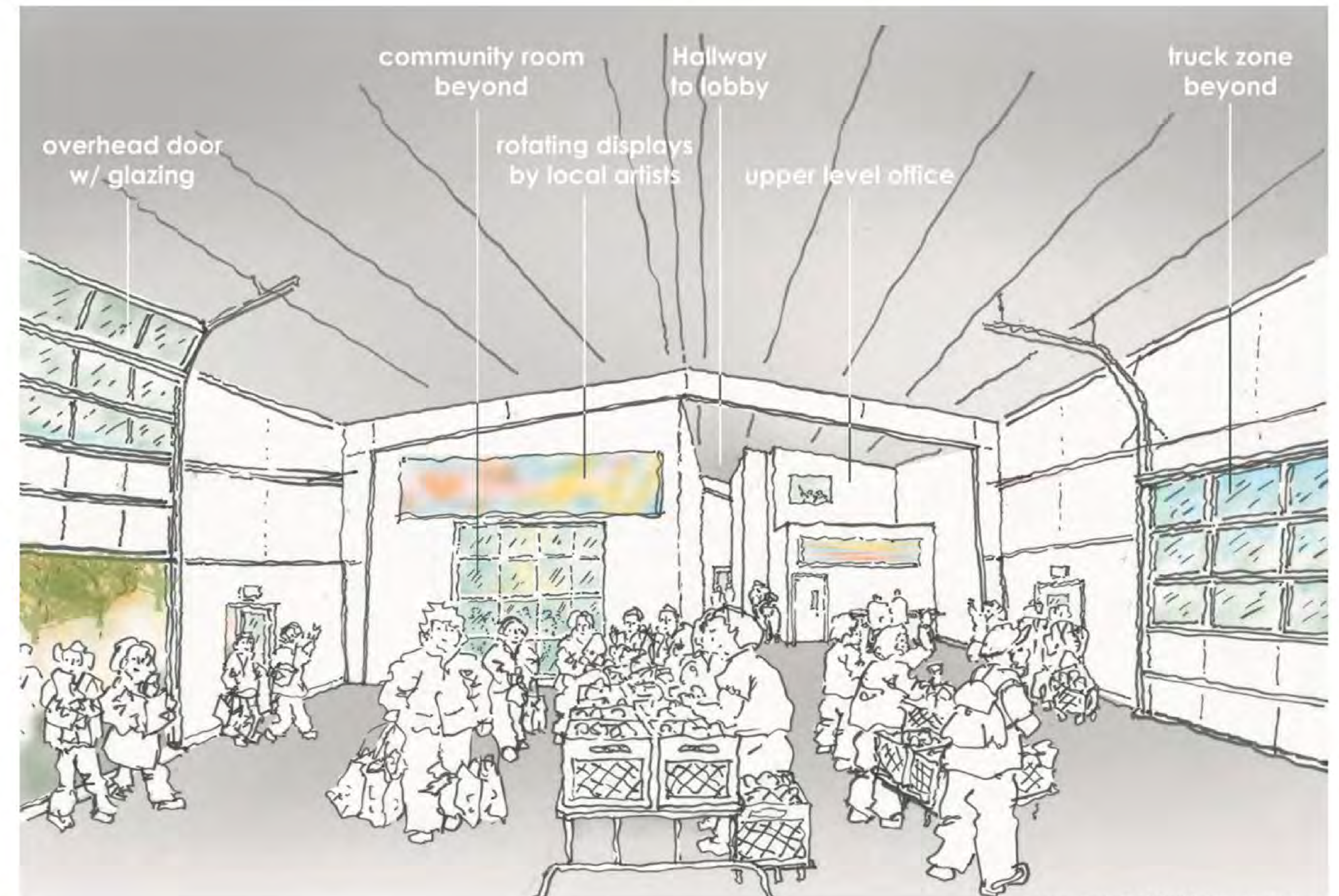
Expanding to Meet the Growing Need



Renovations are underway at CGFB's new warehouse and Community Food Center on the Port in The Dalles

A New Home – Opening Fall/Winter 2022

- 11,000+ sq ft. with 2,000 sq ft. cold storage
- Welcoming Learning Kitchen and space for public classes, meetings, and trainings
- Flex Space will be home to:
 - Windy River Gleaners
 - Community Backpack Program
 - Volunteer and community events
 - Migrant farmworker distributions
 - And more!
- \$3.5 million total project cost



RENDERINGS PROVIDED BY: RESOLVE ARCHITECTURE + PLANNING



COLUMBIA GORGE
FOOD BANK

FLEX SPACE CONCEPTUAL RENDERING



How You Can Get involved!

- Volunteer - YOU make our work possible
- Help us raise \$800,000 locally for the new warehouse and Community Food Center
- Spread the word
- Host a Food & Funds Drive
- Advocate for food access and equity
- Stay informed about hunger issues - join our mailing list or follow online



Questions?



For More Information:

Visit: ColumbiaGorgeFoodBank.org

Call: (541) 370-2333

Contact:

Sharon Thornberry, Manager

sthornberry@oregonfoodbank.org

Silvan Shawe, Community Philanthropy

sshawe@oregonfoodbank.org

Instagram or Facebook [@ColumbiaGorgeFoodBank](#)

The logo for Columbia Gorge Food Bank is contained within a white rectangular box with a green border. The text "COLUMBIA GORGE" is on the top line and "FOOD BANK" is on the bottom line, both in a bold, black, sans-serif font. Two horizontal green lines are positioned above and below the text.

**COLUMBIA GORGE
FOOD BANK**

Serving Wasco, Hood River and Sherman Counties

COLUMBIA GORGE FOOD BANK

Serving Wasco, Sherman & Hood River Counties

THANK YOU!

PORT OF THE DALLES AGENDA ITEM

MEETING DATE August 10, 2022

ACTION ITEM F.) Upcoming Meetings/Events

STAFF RECOMMENDATION n/a



2022	Power Breakfast 1st Friday / 7am-8am	Business After Hours 3rd Thursday / 5pm-7pm	Coffee Connections 4th Tuesday / 7:30am-8:30am
JAN	Finding Your Voice Buthiana Hassan 1/7	Annual Banquet Fort Dalles Readiness Center 1/20	The Dalles Chamber of Commerce 1/25
FEB	Speed Networking 2/4	Rescheduled 2/17	Directline IT Cousin's Restaurant 2114 West 6th Street 2/22
MAR	Business Training Samantha Irwin 3/4	Balch Hotel 40 South Heimrich, Dufur, OR 3/17	Columbia Gorge Community College Foundation 400 E Scenic Drive 3/22
APR	Speed Networking 4/1	Gorge Wine Library 506 E 2nd Street , The Dalles 4/21	The Next Door 1113 Kelly Avenue 4/26
MAY	Speed Networking CGCC—Theatre Room 400 East Scenic Drive 5/6	The Dalles Country Club 4550 HWY 30 5/19	Wasco Title Inc. 212 East 4th Street 5/24
JUN	Speed Networking CGCC—Theatre Room 400 East Scenic Drive 6/3	National Neon Sign Museum 200 East 3rd Street 6/16	Gorge Athletic Clubs 731 West Pomona 6/28
JUL	No Power Breakfast Happy 4th of July 7/1	Fort Dalles Museum CANCELED 7/21	TDFM & Sandoz Farm 5755 Mill Creek Road 7/26
AUG	Power Breakfast Chamber Nation Richard Scully 8/5	Columbia Gorge Honda 1800 W 6th Street 8/18	Studio Fit The Dalles 402 East 2nd Street 8/23
SEP	Power Breakfast TBA 9/9	Membership Appreciation The Dalles Chamber of Commerce 9/15	YouthThink 200 East 4th Street 9/27
OCT	Power Breakfast TBA 10/7	Freebridge Brewing 710 East 2nd Street 10/20	Columbia Gorge Toyota 1900 W 6th Street 10/25
NOV	Power Breakfast TBA 11/4	The Dalles Main Street & Columbia Bank 11/17	No Coffee Connections Shop Local 11/22
DEC	No Power Breakfast Shop Local	No Business After Hours 19/42 Shop Local	No Coffee Connections Shop Local

PORT OF THE DALLES AGENDA ITEM

MEETING DATE August 10, 2022

ACTION ITEM G-1.) July 13, 2022, Regular Session Meeting Minutes

STAFF RECOMMENDATION Approve July 13, 2022, Regular Session Meeting Minutes
as presented

PORT OF THE DALLES COMMISSION
Regular Session Meeting Minutes
Wednesday, July 13, 2022, 5:30 p.m.
Dufur School, Dufur, Oregon

The Regular Session Meeting of the Port Commissioners was called to order by President Greg Weast at 5:30 p.m.

ROLL CALL Executive Assistant Toepke

- **COMMISSION** Greg Weast, Robert Wallace, Staci Coburn, David Griffith, John Willer
- **STAFF** Andrea Klaas, Executive Director; Jennifer Toepke, Executive Assistant; Bill Dick, Attorney
- **GUESTS** Ann Ferguson, Merle Keys, Kathy Bostick, Jack Henderson, Shilah Olson, Steve Kramer, 4
- **MEDIA** Alana Lackner, Columbia Gorge News

PLEDGE OF ALLEGIANCE President Weast

AGENDA CORRECTIONS/ADDITIONS Roll Call assigned to Executive Assistant Toepke, not Executive Director Klaas

COMMUNITY PARTNER UPDATE

- **Ann Ferguson, Secretary/Treasurer, Dufur Recreation District:** Just awarded a grant for \$470,000.00 for a splash park! And just finished an OPRD Grant of \$181,000.00 grant for resurfacing the swimming pool
- **Merle Keys, Mayor Dufur City & Kathy Bostick, Dufur City Recorder:** Water system needs upgrading. Sewer needs to be redone to bring it up to Federal standards. Crack resurfacing to keep the pavement up. Taking care of the infrastructure is a constant project. We apply for grants when we can. Commissioner Wallace requested a wastewater update, Kathy Bostick replied that they opened schedule A bids today. Projects take a long time.
- **Jack Henderson, Superintendent, Dufur School District:** Great year, even though we were in/out of school a couple of different times. There are scholarship opportunities: Jerry Walker \$2.1 million; Ranger Pride Education Foundation \$2.3 million. Minute Taker: brochure included about the foundation. The Ranger Tech Program brought Baker Technical Institute (BTI) to the school this summer to train the students in heavy equipment machinery -- \$36,000.00, all paid through grant funding, except \$5,000.00
- **Shilah Olson, District Manager, Wasco County Soil & Water Conservation District:** Hoping to start a test pilot of the *Fifteenmile Managed Underground Storage Project* by Winter 2022 and see something on the ground by Summer 2023. *Minute Taker: Please see enclosed info sheet for explanation of what the *Fifteenmile Managed Underground Storage Project* is.

PUBLIC COMMENT OR QUESTION Bill Stillwell questioned the status of the rebuild of D-Dock at The Dalles Marina after the fire in July 2021? President Weast replied that the Port cannot pay for it, as it is private; that said, he explained that the Port is trying to find possible solutions to have it rebuilt.

UPCOMING MEETINGS/EVENTS Stand as included in Meeting Packet, plus Commissioner Weast will join Executive Director Klaas on KODL

ACTION ITEMS

1. June 8, 2022, Regular Session Meeting Minutes *Stand as Presented*
2. June 2022 Financial Reports *Stand as Presented*

REPORTS

1. *Staff Report* Executive Director Klaas Stands as included in the Meeting Packet
2. *Committee Reports*
 - *Community Outreach Team* Executive Director Klaas A Washington, D.C. visit is underway for September. ED Klaas had a meeting with a lobbyist who works for the Ports – it reiterated how important face to face meetings really are, so it's worth it for the COT to visit Washington, D.C. twice per year, to keep those important relationships.

- *Urban Renewal* Commissioner Coburn Urban Renewal did not meet, they will meet in August.
- *Chamber of Commerce* Commissioner Griffith FY 2022-2023 budget was approved. Staff is full for the first time in a long time, 7 people in total – 2 are interns. A new board was elected. The outgoing chairperson is Connie Ford, it was her last meeting – they'll be recognized in September. The Chamber is now open from 9:00 a.m. to 4:00 p.m. on Saturday's, just for the summer.
- *Dufur* Commissioner Wallace There will be an electric car share out of the school's parking lot. The program is through Bonneville. Anyone that is 21 years and over can reserve a car for \$4 per hour. Hopefully the residents will utilize it. Dufur is the smallest community in the State to have anything like this (electric car share). The car maybe rotated between Dufur & Maupin. Azure added lumber at the hardware store. There are talks of a bakery. The 6 apartments above Kramer's are hoped to be completed in September. The mini-storage and laundry mat were hiring for an onsite manager, they received over 100 applications – because it includes housing. First time to see snow on cherry blossoms in April! Wheat yield will be high! The Dufur Threshing Bee changed to be called Dufur Days, now it is back to the Dufur Threshing Bee – it will be held in August. (Jack Henderson added that there will be 8-man classic football and a volleyball tournament on Labor Day weekend.)
- *Wasco County Economic Development* Executive Assistant Toepke Beginning to work on Dufur Vision Update. *Next meeting not until September.

REGULAR SESSION ADJOURNED AT 6:00 P.M. & EXECUTIVE SESSION COMMENCED AT 6:07 P.M.

EXECUTIVE SESSION ADJOURNED AT 6:43 P.M. & REGULAR SESSION RESUMED AT 6:45 P.M.

ACTION REQUIRED FROM EXECUTIVE SESSION Counter Offer as Presented: 20-year loan at 4.75% to Balloon at 36 months *M/S. Coburn, S/R, Wallace, Motion Approved Unanimously*

ELECTION OF OFFICERS

- Nomination to keep the same set of Officers: President, Greg Weast; Vice-President, Robert Wallace; Secretary, David Griffith; Treasurer, Staci Coburn; Assistant Secretary/Treasurer, John Willer *M/R. Wallace, S/J. Willer, Motion Approved Unanimously*

COMMISSION CALL Happy Birthday to Staci! Appreciate all the Community Partner Updates and warm welcome. It's good to be in Dufur!

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 6:52 p.m.

PORT OF THE DALLES:

ATTEST:

 Greg Weast, President
 Board of Commissioners

 David A. Griffith, Secretary
 Board of Commissioners

DATE APPROVED: August 10, 2022

Prepared by: Jennifer Toepke, Executive Assistant



RANGER PRIDE EDUCATION FOUNDATION

Dedicated to Education and
Innovation for Dufur School

HISTORY

Like many small towns in rural America, Dufur has made the school the heart of our community. From the annual Homecoming parades through downtown past Kramer's Market, to filling the fields and gyms no matter the activity or event, the community of Dufur will always show up and show their Ranger Pride. Over the years that support began to include donations for small improvements and to continue to fund activities, curriculum, and events for students that may otherwise have been cut due to woefully insufficient state and federal funding.

Enter Sister Patricia Pfenning.

Sister Patricia has been a beloved fixture in the community of Dufur for decades, and it was her influence that encouraged residents to continue to support the Dufur School District by gifting estates and opening scholarships and endowed funds to honor the legacy of loved ones. The small donations began to grow into larger donations, and in recent years it was determined that a scholarship foundation should be established along with the Jerri Walker DePriest Memorial Endowment Scholarship to assist the school with continued growth and further the investment opportunities for these community donations.

In March of 2020, as the pandemic began to change the face of education and all our lives forever, the Dufur School District Board of Directors searched for additional resources to find stability in the face of mounting uncertainty. To this end, the scholarship foundation in its current form was retooled and reestablished as the Ranger Pride Education Foundation with a dedicated Board of Trustees made up of community members and district staff, and an Executive Director to manage the funds and daily operations.

With tremendous thanks to Sister Pat and our humble beginnings, the Ranger Pride Education Foundation now encompasses nine different scholarships and five additional education funds totaling over \$2.2 million dollars with plans to double in size in the next five years to support even more students and more programs for Dufur School.



SCHOLARSHIP FUNDS

BARBARA PAIST TECHNICAL EDUCATION SCHOLARSHIP

**THE CROSBY SCHOLARSHIP FOR THE
ADVANCEMENT OF SCIENCE**

DUFUR ALUMNI SCHOLARSHIP

DON HEISLER SCHOLARSHIP

JIM SHULTZ MEMORIAL SCHOLARSHIP

KENN MCCULLOUGH MEMORIAL SCHOLARSHIP

DOROTHY G. MCMANIGAL MEMORIAL SCHOLARSHIP

ZIPPORAH G. WOODS SCHOLARSHIP

BOB STEVENSON ATHLETIC SCHOLARSHIP

EDUCATION FUNDS

BARBARA GARNER ENDOWMENT FOR THE ARTS

BIG RIVER ENDOWMENT FUND

RANGER TECH PATHWAYS PROGRAM FUND

RANGER NATION ATHLETIC & ACTIVITIES FUND

INNOVATIVE EDUCATION GRANT FUND

FUNDRAISING

The Ranger Pride Education Foundation utilizes a combination of events, grants, contributions, sponsorships, and donations to support our education and scholarship funds. Annual events include the Ranger Open Golf Benefit and the student led Walk-A-Thon in the spring and assisting with the 8-man Classic and the Jerri Walker DePriest Memorial Endowment Fund Auction and Dinner in the fall. To learn more about these events and ways that you can donate please visit our website.

www.rangerpride.org



FOUNDATION FOCUS

The Ranger Pride Education Foundation has two areas of focus, our Education Funds and our Scholarship Funds. All of our funds support our mission and vision for Dufur School. Whether you are looking to support students with post-secondary education and scholarships, or you would like to see more curriculum and endowed teaching positions in the arts or the trades, we have a fund that will match your goals. You can easily donate on-line at www.rangerpride.org or send your donation to the school. Your donation makes a tremendous difference in the lives of our students and the entire community of Dufur.



CONTACT US

www.rangerpride.org
541-467-2506

802 NE 5th Street
Dufur, OR 97021



Fifteenmile Managed Underground Storage Project

The Fifteenmile Managed Underground Storage Project attempts to strike a balance between resource utilization and the maintenance of natural ecosystems by providing an active management solution promoted by both conservationists and agricultural producers alike.

History Fifteenmile Creek is a small stream flowing from Mt. Hood, downstream into the Columbia River within Wasco County. Fifteenmile Creek is home to ESA listed Middle Columbia Steelhead, a threatened population segment of steelhead.

In addition to being home to these ESA listed steelhead, the Fifteenmile Watershed also supports a robust agricultural community. This agricultural community relies on irrigation withdrawals from Fifteenmile Creek to produce the goods that support their communities and livelihoods. Like many streams in the American west, Fifteenmile Creek is severely temperature limited. During mid-late summer months, irrigation withdrawals exacerbate naturally low base flows, reducing available habitat and hindering mobility for juvenile and adult fish.

In 2009, low flows and extended high air temperatures combined to kill an unknown but significant number of juvenile fish in Fifteenmile Creek, including threatened steelhead. As a result, an enforcement official from the National Oceanic and Atmospheric Administration (NOAA) investigated claims that the watershed violated the Endangered Species Act (ESA), an offense that carries both civil and criminal penalties. Since then, collaborative efforts between stakeholders have been hard at work to ensure the continued coexistence between irrigators and ESA listed steelhead.

Implementation The solution we propose to address the issues facing the Watershed lies within the Fifteenmile Underground Storage Project, a subsurface storage facility designed to catch and store water when flows are abundant, and release water back into the stream when flows are low. The SWCD has sponsored a series of feasibility studies analyzing the projected costs and benefits of several other methods to address low summer stream flows & high temperatures, including above ground storage, water delivery efficiency improvements, and stream restoration.

The underground storage facility will consist of a diversion used to divert water from the creek when flows are high, leading to an infiltration basin of alluvial sediment that provide filtration for the water. Under the infiltration basin will be an underdrain system that will feed into a well, which will then pump water into the target aquifer for storage. The water may then be retrieved and pumped back into the creek during high summer temps, providing thermal refuge for endangered salmonids. An example of the proposed facility can be found within the pictures on the next page.

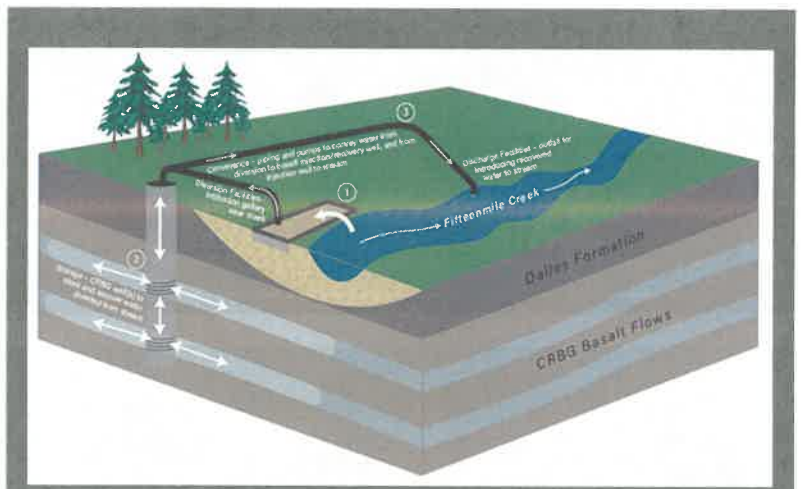
It is important to note that this water will be protected as it moves down stream, meaning that it is solely to be used for ecological benefits rather than irrigation. That being said, the peace of mind afforded to irrigators by reducing the risk of fish-kill and subsequent enforcement action as a result of utilizing their legally assigned water rights has garnered support of the project from the local agricultural community.



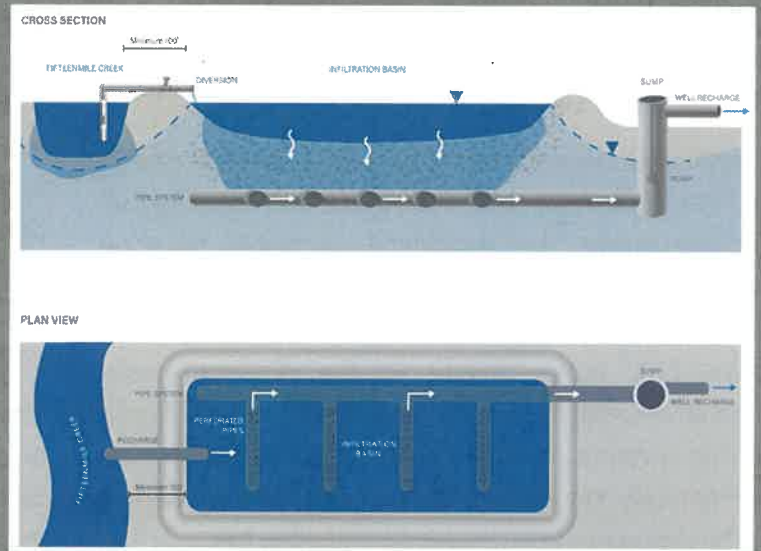
Next Steps We are currently conducting a stakeholder engagement and outreach process that attempts to bring together stakeholders from a multitude of different perspectives and interests to figure out the optimal ownership and governance structure for the facility. This stakeholder group has met four times so far, with a consensus recommendation for the SWCD & Council to pursue the project as the owner/operator, as well as to research Safe Harbor Agreements & Water Conservancy Districts.

Occurring alongside these efforts, we're also working to complete the initial pilot study for the project, which will result in the construction of a test infiltration basin and diversion. Once these portions of the facility are constructed, water will be run through the basin, collected, and tested to be sure it meets necessary water quality standards for subsurface storage.

The Fifteenmile Watershed Council, and the SWCD have been at work implementing several other complimentary conservation actions and programs within the Fifteenmile Watershed. The Fifteenmile Watershed Council administers the FAST program, a voluntary program aimed at leaving more water instream by shutting off irrigation when stream temperatures are predicted to reach lethal levels for salmonids. Additionally, over 90% of the perennial reaches within the Fifteenmile Watershed are enrolled in some form of riparian buffer program. The Fifteenmile Watershed Council has also been working with ODFW to tag steelhead within Fifteenmile Creek, to gage the impacts of conservation actions and understand the population viability. We hope that the Underground Storage Project will be a model for future projects, leading to positive impacts on both farms & fish.



Project Conceptual Design



Schematic of Infiltration Basin Treatment



Example Infiltration Treatment Basin Under

PORT OF THE DALLES AGENDA ITEM

MEETING DATE August 10, 2022

ACTION ITEM G-2.) July 2022 Financial Reports Treasurer Coburn

STAFF RECOMMENDATION Approve July 2022 Financial Reports as presented

Local Government Investment Pool

- Interest Rate 1.25% (Average Annualized Yield)

General Fund

➤ Income

- Boaters-Transient Guest Moorage: \$516.00
- City of The Dalles-Rent Lot #10 June & July: \$10,000.00

➤ Expenses

- Gorge Country Media Inc-Graduation Spot on the Radio: \$199.00
- The Dalles Area Chamber of Commerce-Annual Membership Dues: \$216.00
- The Mailbox Connection-Replacement of Vandalized Mailbox on River Trail Way: \$2,895.00
- Oregon Department of Revenue-Statewide Transit Tax (double payment, to be refunded): \$40.85
- Andrea L. Klaas-Expense Reimbursement, June 2022: \$171.11
- Chinook Plumbing-Annual Backflow Testing (5 backflows): \$275.00
- Jennifer C. Toepke-Expense Reimbursement, June 2022: \$145.77

Marina Fund

➤ Income

- None

➤ Expenses

- None

Port Development Fund

➤ Income

- Nothing unusual

➤ Expenses

- Cobblestone Catering, LLC-Port Commission Dinner in Dufur, July 2022: \$353.11
- Elias Lawn Maintenance-Vegetation cleanup at Butterfly Park next to Riverfront Trail: \$250.00

PORT OF THE DALLES

Account QuickReport

As of July 31, 2022

Cash Basis

Type	Num	Name	Paid Amount
CSB Checking			
General Checking			
Check	EFT	Ameritas Life Insurance ...	-47.60
Paycheck	24834	Andrea L Klaas	-3,578.53
Paycheck	24835	Jennifer C Toepke	-1,995.46
Bill Pmt -Check	24836	Bohn's Printing, Inc.	-38.25
Bill Pmt -Check	24837	City of The Dalles	-396.60
Bill Pmt -Check	24838	Elias Lawn Maintenance	-300.00
Bill Pmt -Check	24839	Gorge Country Media Inc.	-199.00
Bill Pmt -Check	24840	Northern Wasco County ...	-195.78
Bill Pmt -Check	24841	Number Works Bookkee...	-195.00
Bill Pmt -Check	24842	Simply Clean LLC	-195.00
Bill Pmt -Check	24843	Special Districts Insuran...	-4,566.06
Bill Pmt -Check	24844	Streamline	-75.00
Bill Pmt -Check	24845	The Dalles Area Chambe...	-216.00
Bill Pmt -Check	24846	The Dalles Disposal	-199.40
Bill Pmt -Check	24847	The Mailbox Connection	-2,895.00
Liability Check	E-pay	United States Treasury	0.00
Liability Check	EFT	PERS	-832.73
Liability Check	EFT	Oregon Dept Revenue	-458.00
Liability Check	E-pay	United States Treasury	-1,763.78
Check	EFT	Verizon Wireless	-103.03
Check	EFT	Oregon Dept Revenue	-40.85
Check	EFT	Oregon Dept Revenue	-40.85
Deposit			10,616.00
Liability Check	E-pay	United States Treasury	-1,681.30
Bill Pmt -Check	24848	Andrea L. Klaas	-171.11
Bill Pmt -Check	24849	Cardmember Service	-429.45
Bill Pmt -Check	24850	Chinook Plumbing Inc.	-275.00
Bill Pmt -Check	24851	Dick, Dick & Corey, LLP	-395.00
Bill Pmt -Check	24852	Gorge Networks	-165.20
Bill Pmt -Check	24853	Jennifer C. Toepke	-145.77
Paycheck	24855	Andrea L Klaas	-3,578.54
Paycheck	24856	Jennifer C Toepke	-1,786.09
Total General Checking			-16,343.38
Marina Checking			
Total Marina Checking			
Port Development Checking			
Transfer			-503,324.43
Bill Pmt -Check	23312	Cobblestone Catering, LLC	-353.11
Bill Pmt -Check	23313	Elias Lawn Maintenance	-250.00
Deposit			760.00
Bill Pmt -Check	23314	Cardmember Service	-78.05
Total Port Development Checking			-503,245.59
CSB Checking - Other			
General Journal	adj		16,773.03
Total CSB Checking - Other			16,773.03
Total CSB Checking			-502,815.94
TOTAL			-502,815.94

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-GENERAL FUND

Cash Basis

July 2022

	Jul 22	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	924,904.00	0.0%
Interest from Earnings	1,276.13	5,549.00	23.0%
Other Resources			
Grants	0.00	4,000,000.00	0.0%
Launch Ramp & Transient Moorage	516.00	3,000.00	17.2%
Leased Land & Facilities	10,100.00	95,000.00	10.6%
Loan Repayments	0.00	12,000.00	0.0%
Other Income	10,938.20	2,000.00	546.9%
Total Other Resources	21,554.20	4,112,000.00	0.5%
Previously Levied Taxes	139.25	5,000.00	2.8%
Property Taxes	1,278.16	357,666.00	0.4%
Transfer from Other Funds	0.00	200,000.00	0.0%
Total Income	24,247.74	5,605,119.00	0.4%
Gross Profit	24,247.74	5,605,119.00	0.4%
Expense			
Capital Outlay	0.00	4,050,000.00	0.0%
Material & Services	6,589.69	216,000.00	3.1%
Personal Services	21,909.36	330,000.00	6.6%
Transfers & Contingency	0.00	600,000.00	0.0%
Total Expense	28,499.05	5,196,000.00	0.5%
Net Ordinary Income	-4,251.31	409,119.00	-1.0%
Net Income	-4,251.31	409,119.00	-1.0%

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-PORT DEVELOPMENT FUND

July 2022

Cash Basis

	Jul 22	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	1,433,744.00	0.0%
Interest from Earnings	1,722.17	8,602.00	20.0%
Other Resources			
Grants	0.00	4,000,000.00	0.0%
Land Sales			
Interest from Contracts	330.03		
V&G	429.97		
Land Sales - Other	0.00	1,505,000.00	0.0%
Total Land Sales	760.00	1,505,000.00	0.1%
Loan Repayments			
CGCC	0.00	539,310.00	0.0%
City of Dufur	0.00	39,310.00	0.0%
Total Loan Repayments	0.00	578,620.00	0.0%
Other Income	0.00	5,000,000.00	0.0%
Total Other Resources	760.00	11,083,620.00	0.0%
Transfer from Other Funds	0.00	500,000.00	0.0%
Total Income	2,482.17	13,025,966.00	0.0%
Gross Profit	2,482.17	13,025,966.00	0.0%
Expense			
Capital Outlay	0.00	8,500,000.00	0.0%
Material & Services	681.16	390,500.00	0.2%
Special Payments	0.00	3,000,000.00	0.0%
Transfers & Contingency	0.00	400,000.00	0.0%
Total Expense	681.16	12,290,500.00	0.0%
Net Ordinary Income	1,801.01	735,466.00	0.2%
Net Income	1,801.01	735,466.00	0.2%

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-MARINA FUND

Cash Basis

July 2022

	Jul 22	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	127,956.00	0.0%
Interest from Earnings	287.03	768.00	37.4%
Other Resources			
Fire Emergency	0.00	1,500,000.00	0.0%
Total Other Resources	0.00	1,500,000.00	0.0%
Total Income	287.03	1,628,724.00	0.0%
Gross Profit	287.03	1,628,724.00	0.0%
Expense			
Capital Outlay			
Fire Emergency	0.00	300,000.00	0.0%
Total Capital Outlay	0.00	300,000.00	0.0%
Debt Service			
Interfund Loan-General Fund	0.00	800,000.00	0.0%
Total Debt Service	0.00	800,000.00	0.0%
Transfers & Contingency	0.00	473,986.00	0.0%
Total Expense	0.00	1,573,986.00	0.0%
Net Ordinary Income	287.03	54,738.00	0.5%
Net Income	287.03	54,738.00	0.5%

PORT OF THE DALLES AGENDA ITEM

MEETING DATE August 10, 2022

REPORTS ITEM H-1.) Concessionaire The Dalles Marina, LLC: Q4/FY 2021-2022 Report
Owner-Operator Macnab

STAFF RECOMMENDATION n/a

Following report submitted by The Dalles Marina, LLC

Meeting Date: **June 30, 2022**

Subject: **Marina Report for April-June 2022**

Items completed this quarter:

- Top of the docks de-winterized and hoses put out
- Meeting with Yacht Club
 - Events
 - Grant for Fuel Tank
- Sealkote re-stripping
- Parking lot swept
- Yacht Club
 - Attended meetings
 - Tenants upset about not having replacement of D Finger.
- Algae scheduled and treated in the Marina. Coordinated Guest Moorage also
- Installed new security lights at the entrance of the Marina A finger and B finger
- Landscaping completed for the season
 - Plants Planted
 - Weeds treated and pulled
- Coordinated Diver to come out.
 - Leveled Marina docks on A and B finger.
 - Floated over 20 homes

Projects in Progress:

- Top of the docks and water system will be de-winterized with top of the dock hoses installed at the Marina.
- Sealkote did not do the striping correctly. Due to paint chips, they have scheduled to come back out and redo the striping the week of April 18 and I have added items to be painted
- Continue to work with Hage Electric to come out and do maintenance on the electrical system. Hage Electric is on a job currently, so I am waiting for a date that they can come out.
- First treatment of algae scheduled to be treated for first week of May.
- Continue to try to find a diver to come and help relevel boathouses.
- Taxes being completed
- New Spring Plants planted
- New Security lights on the walkways before entering the gates to give more security

What's going on at the Marina:

- 2 Boathouse for sale at the Marina. It is currently located on A and C finger.
- Continuing meetings with the Yacht Club.
- Leases were all sent out and all tenants have signed and paid.

The Dalles Marina
Profit & Loss
 July 2021 through June 2022

	Jul '21 - Jun 22
Ordinary Income/Expense	
Income	
Moorage Fee	108,021.81
Rental Income	25,776.00
Total Income	133,797.81
Expense	
Accounting Fees	695.00
Automobile Expense	1,735.00
Background Checks	319.93
Bank Service Charge	18.12
Contracted Services	
Algae	2,500.00
Water	2,161.50
Contracted Services - Other	5,106.59
Total Contracted Services	9,768.09
Credit Card Fee	3,116.18
Dues, Fees and Subscription	500.00
Insurance Expense	
Liability	5,662.08
Insurance Expense - Other	4,066.00
Total Insurance Expense	9,728.08
Interest Expense	-2,000.05
Keys Expense	0.00
Landscaping and Groundskeeping	11,645.00
Maintenance and Supplies	
Asset for Port	
Landscaping	1,000.00
Total Asset for Port	1,000.00
Winter	239.71
Maintenance and Supplies - Other	21,046.51
Total Maintenance and Supplies	22,286.22
Meals and Entertainment	293.36
Office Supplies	833.96
Professional Fees	
legal Fees	11,759.97
Total Professional Fees	11,759.97
Rent Expense	11,621.18
Repairs and Maintenance	
Parking Lot	2,544.90
Repairs and Maintenance - Other	7,017.65
Total Repairs and Maintenance	9,562.55
Small Tools and Equipment	59.16
Telephone Expense	647.52
Utilities	
Electricity	5,960.52
Garbage	4,427.25
Internet	3,180.08
Water	13,764.81
Utilities - Other	108.10
Total Utilities	27,440.76
Total Expense	120,030.03
Net Ordinary Income	13,767.78

The Dalles Marina
Profit & Loss
July 2021 through June 2022

	<u>Jul '21 - Jun 22</u>
Other Income/Expense	
Other Income	
Interest Income	1.95
Other Income	180.00
Total Other Income	<u>181.95</u>
Net Other Income	<u>181.95</u>
Net Income	<u><u>13,949.73</u></u>

PORT OF THE DALLES AGENDA ITEM

MEETING DATE	August 10, 2022
REPORTS ITEM H-2.)	Staff Report: <u>Executive Director Klaas</u>
STAFF RECOMMENDATION	n/a

Tree Cut on Port Property along Riverfront Trail

- No updates; the trial has been postponed to November 9-10, 2022

The Dalles Marina

- Fire 08-01-2022 Update
 - Fire called in at 7:10 p.m., August 1st
 - Boathouses B03, B05, B07, B09, B11, and B13 were fully involved.
 - There is some damage to adjacent boathouses.
 - Associated Underwater Systems (AUS) were called to manage the containment of any fuel spills and fire debris. They were on scene within 4 hours and were able to set up the containment booms as soon as a Mid-Columbia Fire and Rescue deemed the site was safe to enter.
 - AUS is on-site 24/7. Initially they were handling fire suppression and containment. At this time, they believe the fire has been put out, so just focusing on debris containment.
 - Special Districts Insurance Services (SDIS), the Port's insurance company, has been in contact. They also sent out a fire investigator to determine where the fire started and what the cause may be.
 - The Dalles Marina, LLC has supplied contact, lease, and insurance information to the Port, which in turn has been forwarded to SDIS.
 - Crestline Construction has provided a job site trailer for AUS, and Hire Electric was able to get one of their electricians on-site to hook up power for the A/C unit. They were both great to work with and staff is appreciative of their assistance during this busy time of year.
 - August 17th is the joint fire investigators' meeting. After this meeting ED Klaas is expecting the site to be released to the Port, at which time the clean-up and disposal process can begin.
 - We are working as quickly as possible to return the marina to normal operations.
 - Oregon State Marine Board has been notified of the situation.
 - The public boat launch remains open.
- Pikeminnow catches continue to go up with 2,000 more fish caught this last month = 19,547 caught by July 31st, as compared to 10,000 total last year. The top angler to date has caught 4,484 fish (about a 2,000 increase from last month) with a payout of \$45,290.00.
- The Marina and Guest Moorage were recertified by the Clean Marina Program.
 - The Oregon Clean Marina program is a voluntary program administered by the Oregon State Marine Board, helping marinas, boatyards, yacht clubs, and floating home moorages protect and improve local water quality by promoting the use of environmentally sensitive practices at marinas. The program provides the tools, education, supplies, and consultation to earn Certification and recognition as an Oregon Clean Marina, signifying a marina's commitment to a cleaner marine environment to help protect Oregon's waterways.

- If a facility follows existing environmental regulations and uses a high percentage of the recommended best management practices, it can be designated as an Oregon Clean Marina. Such certified marinas are authorized to fly the Clean Marina flag and use the logo in their advertising. The flag and logo are signals to boaters that a marina cares about the cleanliness of Oregon waterways.
- There are 62 certified Clean Marinas out of approximately 175 public and private marinas in the state. There is no charge to get certified.
- Port Commission & Staff took an annual tour of the Marina - the boathouses & long-term moorage areas was with the Port's Concessionaire The Dalles Marina, LLC Owner/Operator Angie Macnab

Business Inquiries

- New State Leads:
 - Project Dome: Hydrogen production. Looking for existing building 450,000 sq ft. Will employ 360 people.
 - Project Fiber: Wood fiber insulation company. 20-100 acres, rail served for wood chip deliver, natural gas.
- New Local Lead:
 - An existing The Dalles company looking to expand on Lot 8 1.15 acres, in the Columbia Gorge Industrial Center (this lot is adjacent to Columbia Veterinarian Hospital). Preliminary conversation only at this time.

Brownfield Coalition Update

- Today all \$600,000.00 of the Environmental Protection Agency (EPA) grant funds have been committed.
- The coalition is still reviewing applications and adding them to queue, but with the caveat that the project will happen if there are funds available.
- Due to the very strong response to this program the City of The Dalles is working with the EPA to apply for additional grant dollars.

Center for Rural Innovation: The Dalles Technology Center

- The July "Meet the Innovators" event took place at Sunshine Mill on Wednesday, July 27, 2022. About 20 people attended.
- Outreach interviews continue to be scheduled. This information will be used to see what our next steps will be.
- Carrie Pipinich and ED Klaas had a follow-up meeting with the CORI team talking about future funding sources to keep this initiative going. Right now, MCEDD has a part-time staff person dedicated to this initiative that is being funded through Business Oregon.
- Next meeting will likely take place in Maupin, Oregon sometime this fall.

Real Estate Committee

- One discussion centered around the custom cut meat facility on Fifteen Mile Road that is for sale. The Real Estate committee wondered if there could be a potential educational opportunity with this facility and use it to train meat cutters. Port Staff reached out to the Oregon State University Niche Meat Processor Assistance Network with this idea. They suggested that there may be a way to partner with CGCC and turn the Riverside facility into a workforce training center for meat cutting, but the challenge is that the facility is currently in rough shape.
- Related to meat processing, Commissioner Wallace suggested that we reach out to Mountain Valley Meat Service in Parkdale to see if they may need a cut and wrap facility that could be in The Dalles. Mountain Valley just received funding to upgrade the facility so that it is USDA compliant.
- Additional notes are in Executive Session material.

Other

- First, something fun, the old Port GMC truck is operational again! Tim McGlothlin and a team of Lions took the truck under their wing and have slowly been checking off each of the issues. On Friday of last week, they were able to drive it out of the barn and around the Port area. We are adding it back to the Port's insurance policy so that it can be driven in parades.
- The damaged mailbox on River Trail Way was replaced.
- Port Staff have interviewed six candidates for the part-time office assistant position. ED Klaas had hoped to have someone hired by the end of July, but there are a few more candidates that we wish to interview.
- Staff attended the Dog River pipeline groundbreaking. Dave Anderson, City Public Works Director, said he began working on this project in 1995. The current system is losing up to 1 million gallons of water per day. The new system is being designed to last 100 years and is also improving fish passage and spawning areas. Part of the work is also improving a road crossing that currently requires vehicles to drive through a stream. A concrete culvert will be installed, and wetlands restored.
- The lease agreement with Power Engineers was finalized. This is the contractor that Northern Wasco County PUD is using to install the new power line towers. They will be leasing space near the PUD substation on River Trail Way beginning October 1, 2022, to use as a lay down yard. A portion of the property is located under the BPA power lines.

