

**PORT OF THE DALLES COMMISSION**  
**Regular Meeting Minutes**  
**July 13, 2016**  
**Port of The Dalles**

The Regular Meeting of the Port Commissioners was called to order by Vice-President Greg Weast at 7:00PM

**ROLL CALL**

Present: Greg Weast, David Griffith, Kristi (McCavic)Timmons, Mike Courtney

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Kathy Ursprung, Marketing & Communications; Angie Wilson, Bookkeeper; Bill Dick, Attorney

Guests: Stacie Coburn; Patrick Grimsley; Paula Valkov; Mark Gibson

Pledge of Allegiance: Commissioner Courtney

**AGENDA CORRECTIONS or ADDITIONS**

Andrea asked to move the Executive Session to follow the Reports of Committees and to add Item #6, Resolution #2016-003/Railroad Business Industry Support to the Action Items. Agenda amended as requested.

**PUBLIC COMMENT-VISITOR BUSINESS**

None at this time.

**PORT CALENDAR/EVENTS**

Andrea Klaas reviewed the July and August 2016 calendars.

**ACTION ITEMS**

1. Election of 2016-17 Port Commission Officers:
  - a. Motion to elect Greg Weast President. M/M.Courtney, S/K.Timmons. Motion approved unanimously.
  - b. Motion to elect Mike Courtney Vice President. M/K.Timmons, S/D.Griffith. Motion approved 3/1 with Commissioner Courtney abstaining.
  - c. Motion to elect David Griffith Secretary and Kristi Timmons Treasurer. M/G.Weast, S/D.Griffith. Motion approved unanimously.
  - d. Assistant Secretary/Treasurer position will be filled by Commissioner appointed to fill vacancy.
2. The June 8, 2016 Regular Meeting Minutes and the June 14, 2016 Special Meeting-Budget Hearing Minutes were approved as presented.
3. The June 2016 Financials were approved as presented.
4. Open Board Position:
  - a. Motion to close the application process on July 22, 2016 and make the appointment to fill the position at a special meeting before the August Port Commission meeting. M/K.Timmons, S/M.Courtney. Motion approved unanimously.
5. Discussion on Port policy regarding single ownership of boathouses at the Marina.
  - a. Motion to direct staff to investigate the history of the Policy and wording of the lease regarding requirements to sell a boathouse and bring a recommendation to the August

meeting. M/M.Courtney, S/D.Griffith. Motion approved 3/1 with Commissioner Timmons voting No.

6. Motion to approve Resolution #2016-003 in support of Railroad Business/Industry. M/M.Courtney, S/K.Timmons. Motion approved unanimously.

#### STAFF REPORT

1. *Director's Report* – Andrea Klaas provided full report in meeting packet. The 2015-16 Audit has begun; The levy for the 2016-17 tax year has been filed with the County Clerk; 3 applications have been received for the vacant Commission position; Or Dept of State Lands held a public hearing for the Port's Advanced Aquatic Resources Permit; OPPA meeting recap; The Columbia River has a Federal transportation designation: M84; COT compiling list for next DC trip; The PUD has hired a contractor to design the North Chenoweth substation. The project should move ahead quickly now; Received an offer from folks interested in building a facility for Riverside Gymnastics; Met with Randy Munsen. Business is good, not planning on retiring anytime soon. May expand his quarry; 2016-17 Budget has been filed; Working with Scott Hege to find new tenants for the DaKine warehouse; Met with Patrick and Steffi from Google; Bill Dick is researching how the Port could sell the marina.
2. *Marketing & Communications Update*: Kathy Ursprung provided full report in meeting packet. Land Marketing – Met with Randy Munsen to provide support for his efforts to expand the rock pit and possibly relocating the batch plant to the pit; Completed the annual Cherry Drop in Portland; Meeting with stonemason Michael Byrne about a permant sign for the new industrial center; Attended the Oregon Aviation Industries annual meeting. Workforce – Participating in the college and career readiness focus group. Wetlands – The Advance Aquatic Resource Plans process has been completed with Dept of State Lands. New person assigned to the Regional General Permit process at the Corps of Engineers, Brian Zabel is expected to make a site visit within the next couple of weeks so we are hoping to see some forward movement soon. Other – In the early stages of exploring the idea of creating an artisanal food incubator facility in The Dalles area.
3. *Marina Update*: Kathy Norton provided report in meeting packet. Marina water system installation has begun. Jerry has been asked to be on-site for a while to provide input on the process; Jerry and Devin Wilson spent 2 days cleaning the aquatic plants out of the water; the 4<sup>th</sup> of July weekend was very quiet at the Marina; Continuing to meet with people interested in managing the marina; 2016 moorage leases are going out this week. Other – Klindt Cove Park Expansion project grant made it through the 2<sup>nd</sup> review process; Main Street BR&E Program is now in the data review stage. Gretchen Hansen is the 2016-17 President, I am the Vice-President.
4. *Reports of Committees*:
  - a) Urban Renewal – Commissioner Weast: Next meeting scheduled for September.
  - b) Chamber of Commerce: Commissioner Griffith: The Chamber is developing plans to remodel, getting a bid to fence part of the yard; and considering a mural on the east side wall.
  - c) Wasco EDC – Kathy Ursprung: September meeting in Maupin to include a tour of Imperial Ranch.
  - d) COT – Greg Weast/Andrea Klaas: Dan Spatz is making contacts to start planning the appointments for the September trip.
  - e) Employee Benefit Committee - Griffith/Courtney: Information from SDAO and other local entities indicated that others do not do bonuses. ORS 777 does not allow Ports to set bonuses without Board action.
  - f) Marina Sub-Committee – Courtney/McCavic/Klaas/Norton: Update on meetings.

7:25 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.

8:05PM – Back to Regular Session

**DECISIONS FROM EXECUTIVE SESSION**

Kristi Timmons declared a potential conflict of interest regarding offer to sell Lot 9A to Valkov & Grimsley, LLC.

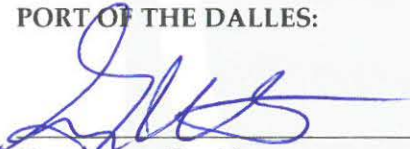
**Motion to accept the offer, with corrections for the monthly interest payments, presented by Valkov & Grimsley LLC at the July 13, 2016 Port Commission meeting to purchase Lot 9A in the Port Industrial area. M/K.Timmons, S/M.Courtney. Motion approved unanimously.**

**COMMISSION CALL**

1. President G.Weast: Thank you for trusting me to carry forward as President.
2. Commissioner Timmons: Proud of The Dalles 4<sup>th</sup> of July event. Glad the Port was able to reach an agreement with V & G, LLC.
3. Commissioner Griffith: Concern about lack of housing for incoming contractors. The Port should be supportive of temporary housing – temporary RV parks?

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:10PM.**

**PORT OF THE DALLES:**

  
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Greg Weast, President  
Board of Commissioners

**ATTEST:**

  
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David A. Griffith, Secretary  
Board of Commissioners

DATE APPROVED:

Prepared by: K.Norton