

**PORT OF THE DALLES COMMISSION**  
**Regular Meeting Minutes**  
**December 8, 2010**  
**The Dalles Yacht Club**

The Regular Meeting of the Port Commissioners was called to order by President Mike Courtney at 6:00PM.

**ROLL CALL**

Present: Mike Courtney, Ken Farner, Bob McFadden, Kristi McCavic, Rod Runyon

Staff: Andrea Klaas, Executive Director, Kathy Norton, Assistant to the Executive Director, Angie Wilson, Bookkeeper; Nora Donovan, Assistant Project Manager

Guests: Mike & Sherri Zingg, Port Commission and Staff families

Mike Zingg led the Pledge of Allegiance.

**AGENDA CORRECTIONS or ADDITIONS**

Andrea Klaas asked that the November 2010 financials be removed from the agenda. Once all the bank reporting is available the financials will be emailed to everyone.

**PORT CALENDAR/EVENTS**

Andrea Klaas reviewed the December, 2010 and January 2011 calendars

**INTRODUCTIONS**

None

**VISITOR'S BUSINESS**

Mike Zingg updated the Commission on the PEP's activities. Andrea Klaas had identified six people for the advisory group and all accepted.

**MEETING MINUTES**

Commissioner Runyon asked that the minutes of the November 10, 2010 meeting be corrected to show that "if he is appointed to be Wasco County's representative on the MCEDD Board he would need to step down as the Port' representative".

**MOTION: Commissioner Farner made a motion to approve the November 10, 2010 Meeting minutes as corrected. Second by Commissioner McCavic. Motion passed unanimously.**

**FINANCIALS**

None

**STAFF REPORT**

1. *Monthly Highlights* – Andrea reported the 2009-2010 Audit is on going; The Annual Oregon Business Plan meeting is December 13 in Portland; we have a 3 month lease with Tidewater for the use of our dolphins during the lock closure; update on recent changes to the Workforce Response Team program regulations making the cost to deliver and monitor the program outweigh the dollars received to train folks; the grain elevator appraisal has started and the appraiser will be on-site 12/3/2010

2. *Marina Update* – Kathy Norton stated that past due moorage fees are still coming in. The collection process will begin 12/27/2010 on any unpaid fees; the next Marina committee meeting will be 12/21/2010; an abandoned car with a temporary NH plate will be removed from the parking lot.

**COMMISSION CALL**

1. President: Merry Christmas
2. Commissioner Farner stated that due diligence on the NWA property was very important.
3. Andrea Klaas will schedule a lunch executive session meeting later in the month to update on NWA.

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 6:07PM.**

**PORT OF THE DALLES:**

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D.M. Courtney, President  
Board of Commissioners

**ATTEST:**

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Rod Runyon, Secretary  
Board of Commissioners

DATE APPROVED: January 12, 2011  
Prepared by: K. Norton