

**PORT OF THE DALLES COMMISSION**  
**Regular Meeting Minutes**  
**July 10, 2013**  
**Port of The Dalles**

The Regular Meeting of the Port Commissioners was called to order by President Mike Courtney at 7:00PM

**ROLL CALL**

Present: Mike Courtney, Bob McFadden, David Griffith, Kristi McCavic, Greg Weast

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Michael Held, Assistant Project Manager; Angie Wilson, Bookkeeper; Bill Dick, Attorney

Guests: Kathy Ursprung, Amanda Hoey, Aaron James, Ken Valentine, Bill Ketchum

Pledge of Allegiance: Commissioner Griffith

**PRESENTATIONS**

1. Amanda Hoey and Aaron James-MCEDD: Amanda and Aaron outlined the creation of MCEDD and current status; reported on regional planning activities and business assistance development opportunities.
2. Ken Valentine-HHPR: Reported on current status of North Chenoweth project and what the next steps will be.

**AGENDA CORRECTIONS or ADDITIONS**

None at this time

**PORT CALENDAR/EVENTS**

Andrea Klaas reviewed the calendars for July and August 2013.

**VISITOR'S BUSINESS**

None at this time

**MEETING MINUTES**

**Motion to approve the June 12, 2013 Regular Meeting Minutes and May 29, 2013 Budget Committee Meeting Minutes. M/B.McFadden S/G.Weast. Motion approved unanimously.**

**FINANCIALS**

Andrea Klaas and Angie Wilson reported on June, 2013 and 2012-13 fiscal year end financials. Staff has already met with the auditors to start the 2012-13 fiscal year audit.

**STAFF REPORT**

1. *Monthly Highlights* – Andrea Klaas reported on follow up discussion with Portland businesses after the OEN Summit last month, specifically in the garment/sewing industry; meeting with auditor to start the audit process and review financials from last year; filed budget and election forms; met with Joan silver, Mary Merrill, Steve Lawrence and Lisa Farquarson to discuss ways to get the word out that things are happening in The Dalles. The newspaper asked the PORT to consider doing a monthly column; Andrea & Michael attended the Open for business Tour; attended the Paranormal ribbon cutting and Business after hours at the Crates Building.
2. *Development Update*: Michael Held reported that the Oregon Investment Board grant request for \$10,000 for wetland Regional General Permit has been submitted. Total project cost \$80,000-\$90,000. Funding needs to be secured by November 2013. City of the Dalles, Dept of State Lands and Port of The Dalles have pledged \$5,000 each and additional funds are potentially available through the state business office; Meeting with Mary Abrams, Director of Dept of State

Lands regarding wetland and development challenges in The Dalles; Andrea and Michael met with Paul Titus at PUD about utility coordination. PUD hopes to have utility plans submitted to HHPR next week; Port website now has a Spanish section. Commission comments and discussion included request that B.McFadden and Michael work together to categorize Port properties and link to realtor properties; PUD purchase of NWA property moving forward; is staff keeping in contact with current port area businesses and activities.

3. *Marina Update:* Kathy Norton updated the Commission on activities at the Marina; Sea lion still and issue. ODFW trapping process was not successful. They are researching other options; Marina gates not a good fit for current locking system technology. A mechanical lock will be installed to secure the west gate until a permanent solution can be found; meeting scheduled for next week with Dan Durow to discuss the Riverfront trail proposal; Marine access road will be limited to one lane on 7/18/13 for sample testing; weeds along the gangways were cleaned up today.
4. *Reports of Committees:*
  - a) Urban Renewal – Commissioner Weast: Next meeting 7/16/2013
  - b) Chamber of Commerce – Commissioner McFadden: Fam Tour for NW Authors went well; response from tour boat passengers is The Dalles best location on river, they enjoyed the greeting; Charm trail doing well.
  - c) Wasco EDC – A.Klaas: Open Board position; recent sale of homes in Maupin went for a good price; proposed bike trail from Maupin to Columbia River along the Deschutes; downtown hotel project moving forward.
  - d) Community Outreach Team – A.Klaas/Commissioner Weast/Commissioner McFadden: Meeting this Friday.

8:43PM – 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.

8:53PM – Back to Regular Session

#### ELECTION OF 2013-14 OFFICERS

President: Nominations opened  
G.Weast nominated K.McCavic/declined  
D.Griffith nominated B.McFadden.  
No other nominations, nominations closed.  
Commissioner Bob McFadden elected President for 2013-14

Vice President: Nominations opened  
D.Griffith nominated G.Weast  
No other nominations, nominations closed  
Commissioner Greg Weast elected Vice President for 2013-14

Secretary: Nominations opened  
B.McFadden nominated D.Griffith  
No other nominations, nominations closed  
Commissioner David Griffith elected Secretary for 2013-14

Treasurer: Nominations opened  
B.McFadden nominated K.McCavic  
No other nominations, nominations closed  
Commissioner Kristi McCavic elected Treasurer for 2013-14

Asst. Secretary/Treasurer:  
Commissioner Mike Courtney will serve as Asst. Secretary/Treasurer for 2013-14.

**COMMISSION CALL**

1. President:
2. Commissioners:

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 9:00PM.**

**PORT OF THE DALLES:**



Bob McFadden, President  
Board of Commissioners

**ATTEST:**



David Griffith, Secretary  
Board of Commissioners

DATE APPROVED: 8-14-2013  
Prepared by: K.Norton