

NEWS

Port of The Dalles
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3636 Klindt Drive, The Dalles, OR 97031
Contact: Andrea Klaas, ext. 201

Phone: (541) 298-4148
Fax: (541) 298-2136

For Immediate Release

Date: March 15, 16

Port of The Dalles Commission to Hold Meeting

The Port of The Dalles will hold a Board of Commissioners Meeting Wednesday, March 16, 2016 at The Port of The Dalles Administration Office, 3636 Klindt Dr., The Dalles, Oregon. The meeting will begin at 7:00PM. The Commission will dine at Montira's Thai Cuisine before the meeting.

The meeting will address the main topics as follows (tentative agenda attached):

1. Appointment of Budget Officer
2. Marina Rule & Regulations Amended
3. Staff Updates

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PORT OF THE DALLES
March 16, 2016
Meeting Agenda
7:00PM – Port of The Dalles Office

- A. ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. AGENDA CORRECTIONS or ADDITIONS
- D. VISITOR BUSINESS (For items not already on the agenda)
- E. PORT CALENDAR/EVENTS
- F. ACTION ITEMS:
 - 1. February 10, 2016 Regular Meeting Minutes
 - 2. February, 2016 Financial Report
 - 3. Appoint 2016/17 Budget Officer
 - 4. Approve Amended Marina Rules & Regulations
- G. STAFF REPORT
 - 1. Staff Report
 - 2. Marketing Update
 - 3. Marina Update
 - 4. Reports of Committees
 - Urban Renewal – Weast
 - Chamber of Commerce – Griffith
 - Wasco County EDC – Ursprung
 - Community Outreach Team – McFadden
- H. EXECUTIVE Session (as allowed by ORS 192.660 (2) (2) (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.
- I. DECISION FROM EXECUTIVE SESSION
- J. COMMISSION CALL
 - a. President
 - b. Other Commissioner business

UPCOMING MEETINGS / EVENTS / DATES:

April 13, 2016 - Port Commission Meeting, Port office, 7:00pm



PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 16, 2016

Subject: F -1.) Meeting Minutes

Background:

1. February 10, 2016 Regular Meeting Minutes

Staff Recommendation: Motion to approve Meeting Minutes as presented.

Fiscal Impact: None

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
February 10, 2016
Port of The Dalles

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

ROLL CALL

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

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director (7:20); Kathy Ursprung, Marketing & Communication; Angie Wilson, Bookkeeper, Bill Dick, Attorney

Guests: Mark Roth, Garrett Booth

Pledge of Allegiance: Andrea Klaas

AGENDA CORRECTIONS or ADDITIONS

None

PUBLIC COMMENT-VISITOR BUSINESS

- a. Roger Kline and Paul Titus of the Northern Wasco PUD presented information on their proposed new substation in the Columbia Gorge Industrial Center
- b. Garrett Booth and Mark Roth presented potential options for The Dalles Yacht Club taking over management of the marina. Garrett will get a sample management lease and a proposal from the Yacht Club to staff to be included in the March meeting agenda. Commissioner Courtney will research insurance questions.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the February and March, 2016 Calendars. Due to scheduling conflicts Andrea asked to move the March meeting to March 2nd or March 16th.

By consensus the March Port Commission meeting was rescheduled for March 16, 2016.

ACTION ITEMS

1. **Motion to approve January 13, 2016 Regular Meeting Minutes as presented. M/G.Weast, S/M.Courtney. Motion approved unanimously.**
2. **January, 2016 Financial Report:** Angie Wilson reported on the financials. Will be meeting with the Accountant next month to discuss how to review the General journal entries and cash v accrual reporting; \$4,200,000 was moved from the checking account into various term CDs; Wasco Investment paid off their remaining balance on the Fix Auto building.
Motion to approve the January, 2016 Financial Reports as presented. M/M.Courtney, S/G.Weast. Motion approved 4/1 with Commissioner McCavic voting Nay.
3. **Motion to approve the Reimbursement District for the Columbia Gorge Industrial Center Water and Sewer. M/M.Courtney, S/G.Weast.** Discussion included working with the City to amend the agreement with regard to #6 Indemnification of City. **Motion not approved.**

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas provided full report in meeting packet. The SDAO Conference had good sessions providing ideas for best practices to improve operations at the Port. For Insurance Commissioners and Staff need to participate in online training. Andrea will provide information on the training opportunities; new service from SDAO is Human Resources consulting. We will use this resource to update the employee handbook; Mike Courtney and Jon Davies, Port of Hood River Commissioner plan on hosting Board Trainings for Special Districts in our region; \$4,200,000 was invested in CDs at Columbia State Bank to slightly improve our invested funds interest rate; Met with MCEEDD to talk about Dufur's needs. Next steps are to meet with Wasco County Planning to see where growth might occur and where industrially zoned land is, meet with Robert Wallace, Mayor of Dufur, and meet with local business people; the last transformer has moved through The Dalles; Erik Kerr let me know that he and Suzie Shin have had several conversations regarding Crestline's needs. Suzie is working on some options; Montira's Asian market has opened on Second street; Gorge Garden Center is a new business in the Port area; met with the PUD to talk about a new substation in the Columbia Gorge Industrial Center; new ship line stopping in The Dalles this summer. If all the cruise boats are full they will bring 18,000 passengers to The Dalles this summer; Orchard View Farms' optical cherry sorter will be the largest sorter in the USA once it is installed this spring. Underwood Fruit in Dallesport will be installing a similar unit this summer; Sherman County approved a solar project that will cover 100A in solar panels; MCMC currently employs 1,004 people, estimate their economic contribution to the community is \$75million annually; 2016 Lock Maintenance Closures at the dams – March 5-26, 2016 and December 12, 2016- March 20, 2017.
2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Land Marketing - Met with a number of local businesses in January. Key issues centered around temporary worker challenges and skilled trades; met with Rolf Anderson regarding joint marking for 2016. Items discussed were new brochures, more videos, trade shows and fam tours with industry leaders; Wetland AARP/Regional General Permit – Prefiling work will be completed and the applications will be filed after the January meeting minutes are approved; Other-Completed an employment survey of the Port Industrial area, current employment is 1,147 with seasonal fluctuations. The employment survey help with an infographic being prepared to illustrate how the Port uses and reuses the 1985 bond funds to continue to develop buildable land.
3. *Marina Update:* Kathy Norton provided report in meeting packet. Devco is working on some options to redesign the water system to address the hot water in the summer and freezing pipes in the winter. Angie Wilson is looking into other options. In the 102 days since the marina water went on winter status the system has been shut down a total of 29 days. The winter water users will not be billed for those 29 days; The Dalles Yacht Club will make a presentation at the February meeting regarding their thoughts on Marina management; no further sightings of the sea lion, Ray. Another sea lion has started using the same spot.
4. *Reports of Committees:*
 - a) Urban Renewal – Commissioner Weast: Updates provided via email and in the newspaper. Looking good for the Granada, Recreation not included; Washington Street plaza project appears to be dead; Tony's building development moving forward.
 - b) Chamber of Commerce: Commissioner Griffith: 2016 Plans – modify entrance to the Chamber Building, address security issues around the building; Cherry Festival – Hiway to Cherry Town plans moving forward.

- c) Wasco EDC – Kathy Ursprung: Passed the project rankings at the last meeting. UGB Expansion ranking moved up from #16 to #5.
- d) COT – Bob McFadden/Andrea Klaas: Report of Rep Huffman presentation on current legislation.

COMMISSION CALL

- 1. President: Nothing
- 2. Commissioner Weast felt the Board Self-Assessment session at SDAO was very informative. He recommended the Port Commission go through the process. He would also like to see the Port's Public Records Policy on the website and felt the Port's website needed some updating to be more user friendly.
- 3. Commissioner McCavic said the SDAO Conference was very good.
- 4. Commissioner Griffith asked about a joint meeting with the Port of Hood River Commissioners. Andrea reported she had sent two possible dates but had not gotten any responses back.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:30PM.

PORT OF THE DALLES:

ATTEST:

Bob McFadden, President
Board of Commissioners

David A. Griffith, Secretary
Board of Commissioners

DATE APPROVED:
Prepared by: K.Norton

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 16, 2016

Subject: F-2.) Financials

Background:

1. February 2016 Financials Reports

The financials will be in a cash only basis format.

For the month of February, we received \$84.55 from our new CD account.

In February, we paid out a prepayment to Cascade Vegetation for the weed control in the amount of \$2,500.00

On the accounts receivable report we have a ? account in the amount of 12,478.83. This is a audit entry to bring us to a cash basis. I have asked for detail and entry to fix this. Nate will be providing me with that soon.

Staff Recommendation: Motion to approve Financials as presented.

Fiscal Impact: None

6:00 PM
 03/14/16
 Cash Basis

Port of The Dalles Account QuickReport As of February 29, 2016

Type	Num	Name	Memo	Paid Amount
CSB Checking				
General Checking				
Deposit			Deposit	153.55
Transfer			Funds Transfer	20,000.00
Check	EFT	Global Pay		-35.90
Check	EFT	Pers		-87.51
Transfer			Funds Transfer	35,000.00
Liability Check	EFT	Pers	02501	-209.01
Liability Check	EFT	Pers	02501	-450.69
Paycheck	22613	Gerald L. Rundell		-893.34
Paycheck	22614	Kathleen M. Norton		-1,198.76
Paycheck	22615	Kathy J Ursprung		-1,298.01
Paycheck	22612	Andrea L. Klaas		-2,885.92
Bill Pmt -Check	22616	Angie Wilson		-1,072.00
Bill Pmt -Check	22617	Bob McFadden	VOID:	0.00
Bill Pmt -Check	22618	Bohns Printing		-66.02
Bill Pmt -Check	22619	City Of The Dalles.		-282.21
Bill Pmt -Check	22620	Greg Weast	VOID:	0.00
Bill Pmt -Check	22621	H2Oregon		-5.50
Bill Pmt -Check	22622	Hattenhauer Energy...		-105.56
Bill Pmt -Check	22623	kathleen Norton	VOID:	0.00
Bill Pmt -Check	22624	Kathy Ursprung		-162.00
Bill Pmt -Check	22625	Nelson Tire		-103.45
Bill Pmt -Check	22626	PUD		-479.34
Bill Pmt -Check	22627	Rotary Club of The ...		-20.00
Bill Pmt -Check	22628	Sawyers True Value		-224.14
Bill Pmt -Check	22629	SDIS		-20,454.29
Bill Pmt -Check	22630	The Dalles Disposal		-75.10
Bill Pmt -Check	22631	Cascade Vegetatio...		-2,500.00
Transfer			Funds Transfer	25,000.00
Bill Pmt -Check	22632	Bob McFadden		-209.50
Bill Pmt -Check	22633	Greg Weast		-172.80
Bill Pmt -Check	22634	kathleen Norton		-172.80
Bill Pmt -Check	22635	Kristi McCavic		-335.68
Liability Check	EFT	Oregon Department...	0504064-4	-589.00
Liability Check	EFT	United States Treas...	93-6001833	-2,394.80
Check	EFT	Pers		-45.37
Liability Check	EFT	Pers	02501	-133.24
Paycheck	22637	Gerald L. Rundell		-893.34
Paycheck	22638	Kathleen M. Norton		-1,100.52
Paycheck	22639	Kathy J Ursprung		-1,298.02
Paycheck	22636	Andrea L. Klaas		-2,885.92
Bill Pmt -Check	22640	At&t		-111.06
Bill Pmt -Check	22641	Cardmember Servic...		-2,704.06
Bill Pmt -Check	22642	CenturyLink		-99.99
Bill Pmt -Check	22643	Dick, Dick & Corey, ...		-200.00
Bill Pmt -Check	22644	Hage Electric		-168.00
Bill Pmt -Check	22645	Staples Credit Plan		-95.97
Liability Check	EFT	Oregon Department...	0504064-4	-1,167.00
Liability Check	EFT	United States Treas...	93-6001833	-4,744.30
General Journal	AW		PAYROLL	11,452.17
General Journal	AW			-5,979.42
General Journal	AW			-4,836.97
General Journal	AW			2,574.42
General Journal	AW			8,241.97
Total General Checking				39,475.60
Marina Checking				
Deposit			Deposit	1,745.00
Bill Pmt -Check	23720	City Of The Dalles.		-1,015.03
Bill Pmt -Check	23721	Hattenhauer Energy...		-105.56
Bill Pmt -Check	23722	PUD		-481.72
Bill Pmt -Check	23723	The Dalles Disposal		-119.03
Bill Pmt -Check	23724	Dick, Dick & Corey, ...		-621.95
General Journal	AW		PAYROLL	-2,725.30
Total Marina Checking				-3,323.59

6:00 PM
03/14/16
Cash Basis

Port of The Dalles
Account QuickReport
As of February 29, 2016

Type	Num	Name	Memo	Paid Amount
Port Develop. Checking				
Bill Pmt -Check	22909	PUD		-32.00
Bill Pmt -Check	22910	Cardmember Servic...	VOID:	0.00
Bill Pmt -Check	22911	Dick, Dick & Corey, ...		-780.00
Bill Pmt -Check	22912	SDIS		-6,648.63
Bill Pmt -Check	22913	Cardmember Servic...		-14.90
General Journal	AW		PAYROLL	-8,726.87
Total Port Develop. Checking				-16,202.40
Total CSB Checking				19,949.61
TOTAL				19,949.61

Port of The Dalles
A/R Aging Summary
As of February 29, 2016

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
?	0.00	0.00	0.00	0.00	-12,478.83	-12,478.83
Al Wynn	0.00	0.00	0.00	0.00	75.00	75.00
Anthony Delucca	0.00	0.00	0.00	0.00	1,369.20	1,369.20
Brian Perkey	0.00	0.00	0.00	0.00	255.00	255.00
Charter Communication	0.00	0.00	0.00	0.00	6,651.65	6,651.65
Christopher Schanno	0.00	0.00	0.00	0.00	-91.50	-91.50
Crates Point Development	0.00	0.00	-0.05	0.00	0.00	-0.05
Crestline Construction Co..	0.00	0.00	100.00	0.00	0.00	100.00
D. Chris Kresin	0.00	0.00	0.00	0.00	-47.40	-47.40
Daniel Bonham	0.00	0.00	0.00	0.00	48.42	48.42
Daniel Jackson	0.00	0.00	76.00	0.00	391.93	467.93
Darden, Hollie	0.00	0.00	0.00	0.00	207.48	207.48
Dodge, Richard Todd	0.00	0.00	0.00	0.00	1,041.00	1,041.00
Elizabeth Wallis	0.00	0.00	0.00	0.00	-30.00	-30.00
Gavin Vanderpool	0.00	0.00	0.00	0.00	708.79	708.79
Horst Peppel	0.00	0.00	0.00	0.00	170.05	170.05
Howard Gladman- #D7	0.00	0.00	0.00	0.00	-18.25	-18.25
James Stager	0.00	0.00	0.00	0.00	-0.02	-0.02
Jean Underhill-B13	0.00	0.00	0.00	0.00	347.16	347.16
Jeff Renard- #A3	0.00	0.00	0.00	0.00	2,412.16	2,412.16
Jeff Schneider/Louise Gruver	0.00	0.00	0.00	0.00	74.60	74.60
John(Mike) Mengis	0.00	0.00	0.00	0.00	1,385.76	1,385.76
Joshua Molnar	0.00	0.00	0.00	0.00	10.86	10.86
Kase Limmeroth	0.00	0.00	0.00	0.00	75.00	75.00
Lewis Dexter	0.00	0.00	0.00	0.00	161.98	161.98
Mark Lesage	0.00	0.00	-29.70	0.00	0.00	-29.70
Matthew Jellum	0.00	0.00	0.00	0.00	-1.20	-1.20
Melissa L Pishion	0.00	0.00	0.00	0.00	50.53	50.53
Michael Knoff	0.00	0.00	0.00	0.00	-0.63	-0.63
Randy Roe	0.00	0.00	0.00	0.00	1,512.00	1,512.00
Robert Furman	0.00	0.00	0.00	0.00	-642.79	-642.79
Steve Carlson	0.00	0.00	0.00	0.00	600.01	600.01
Todd Meislahn, C-16	0.00	0.00	0.00	0.00	2,532.55	2,532.55
Tom Lichty	0.00	0.00	0.00	0.00	1,332.90	1,332.90
Tum-A-Lum Lumber Co.	0.00	0.00	-0.07	0.00	0.00	-0.07
Wasco Investment Company	0.00	0.00	0.00	0.00	-1.10	-1.10
TOTAL	0.00	0.00	146.18	0.00	8,102.31	8,248.49

6:01 PM
 03/14/16
 Cash Basis

Port of The Dalles Monthly Activity Report by Fund February 2016

	General ...	Marina F...	Port Dev...	TOTAL
Ordinary Income/Expense				
Income				
Interest From Earnings	345.01	62.16	906.30	1,313.47
Prior Yr Property Tax	492.63	0.00	0.00	492.63
Marina				
Revenue				
Boathouse				
Water	0.00	32.04	0.00	32.04
BH Sewer	0.00	80.08	0.00	80.08
Moorage Fees	0.00	1,482.88	0.00	1,482.88
Total Boathouse	0.00	1,595.00	0.00	1,595.00
Open Moorage				
Water	0.00	4.33	0.00	4.33
Annual Moorage Fee	0.00	141.34	0.00	141.34
Electric	0.00	4.33	0.00	4.33
Total Open Moorage	0.00	150.00	0.00	150.00
Total Revenue	0.00	1,745.00	0.00	1,745.00
Total Marina	0.00	1,745.00	0.00	1,745.00
Property Tax	1,392.27	0.00	0.00	1,392.27
Total Income	2,229.91	1,807.16	906.30	4,943.37
Gross Profit	2,229.91	1,807.16	906.30	4,943.37
Expense				
PERSONAL SERVICES-				
Payroll Expenses				
Wages				
Marketing/Communications	0.00	0.00	3,916.66	3,916.66
Salary- Exec. Director	4,166.67	0.00	4,166.67	8,333.34
Maintenance Supervisor	1,706.24	918.76	0.00	2,625.00
Admin/Marina Specialist	1,596.00	1,596.00	0.00	3,192.00
Total Wages	7,468.91	2,514.76	8,083.33	18,067.00
FICA-EMPLOYER	571.38	192.39	618.38	1,382.15
PERS EMPLOYER	132.88	0.00	0.00	132.88
WRKRS COMP EMPLOYER	5.00	3.06	6.66	14.72
Payroll Expenses - Other	19.81	15.09	18.50	53.40
Total Payroll Expenses	8,197.98	2,725.30	8,726.87	19,650.15
Health Insurance	10,678.29	0.00	6,648.63	17,326.92
Total PERSONAL SERVICES-	18,876.27	2,725.30	15,375.50	36,977.07
MATERIAL AND SERVICES-				
Transient Moorage Expense				
Transient Moorage Utilities	22.31	0.00	0.00	22.31
Total Transient Moorage Expense	22.31	0.00	0.00	22.31
Contracted Service				
Develop and Comm	1,168.39	0.00	14.90	1,183.29
Dues, Fees and Subscriptions	67.95	0.00	0.00	67.95
Insurance-Liability	9,776.00	0.00	0.00	9,776.00
Legal	200.00	621.95	780.00	1,601.95
Maintenance and Repair				
Weed Control/landscaping	2,500.00	0.00	0.00	2,500.00
Shop	-7.12	0.00	0.00	-7.12
Office	168.00	0.00	0.00	168.00

6:01 PM
 03/14/16
 Cash Basis

Port of The Dalles
Monthly Activity Report by Fund
 February 2016

	General ...	Marina F...	Port Dev...	TOTAL
Vehicle Expense				
Repair	132.43	0.00	0.00	132.43
Gas	105.56	105.56	0.00	211.12
Total Vehicle Expense	<u>237.99</u>	<u>105.56</u>	<u>0.00</u>	<u>343.55</u>
Total Maintenance and Repair	2,898.87	105.56	0.00	3,004.43
Launch Ramp				
Supplies	48.73	0.00	0.00	48.73
Launch Ramp Water	125.27	0.00	0.00	125.27
Launch Ramp Electric	155.35	0.00	0.00	155.35
Total Launch Ramp	<u>329.35</u>	<u>0.00</u>	<u>0.00</u>	<u>329.35</u>
Office Supplies	265.49	0.00	0.00	265.49
Travel Expense	2,652.45	0.00	0.00	2,652.45
Utilities				
Marina				
Electric Marina				
Lights	0.00	106.70	0.00	106.70
Open Moorage	0.00	295.32	0.00	295.32
Sewer Pump	0.00	79.70	0.00	79.70
Total Electric Marina	<u>0.00</u>	<u>481.72</u>	<u>0.00</u>	<u>481.72</u>
Garbage Marina	0.00	119.03	0.00	119.03
Sewer Marina	0.00	90.88	0.00	90.88
Water Marina	0.00	924.15	0.00	924.15
Total Marina	<u>0.00</u>	<u>1,615.78</u>	<u>0.00</u>	<u>1,615.78</u>
Industrial				
Industrial Water	0.00	0.00	32.00	32.00
Total Industrial	<u>0.00</u>	<u>0.00</u>	<u>32.00</u>	<u>32.00</u>
Office				
Water Office				
Shop	156.94	0.00	0.00	156.94
Total Water Office	<u>156.94</u>	<u>0.00</u>	<u>0.00</u>	<u>156.94</u>
Office Electric	301.68	0.00	0.00	301.68
Garbage Office	75.10	0.00	0.00	75.10
Telephone	211.05	0.00	0.00	211.05
Total Office	<u>744.77</u>	<u>0.00</u>	<u>0.00</u>	<u>744.77</u>
Total Utilities	<u>744.77</u>	<u>1,615.78</u>	<u>32.00</u>	<u>2,392.55</u>
Total MATERIAL AND SERVICES-	<u>19,035.58</u>	<u>2,343.29</u>	<u>826.90</u>	<u>22,205.77</u>
Total Expense	<u>37,911.85</u>	<u>5,068.59</u>	<u>16,202.40</u>	<u>59,182.84</u>
Net Ordinary Income	<u>-35,681.94</u>	<u>-3,261.43</u>	<u>-15,296.10</u>	<u>-54,239.47</u>
Net Income	<u><u>-35,681.94</u></u>	<u><u>-3,261.43</u></u>	<u><u>-15,296.10</u></u>	<u><u>-54,239.47</u></u>

5:56 PM
 03/14/16
 Cash Basis

Port of The Dalles
Balance Sheet by Class
As of February 29, 2016

	General F...	Marina F...	Port Develo...	Un...	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
CD					
CD#1-8599	0.00	0.00	200,084.55	0.00	200,084.55
CD#2-8639	0.00	0.00	500,000.00	0.00	500,000.00
CD#3-1850	0.00	0.00	500,000.00	0.00	500,000.00
CD#4-1854	0.00	0.00	1,000,000.00	0.00	1,000,000.00
CD#5-1858	0.00	0.00	2,000,000.00	0.00	2,000,000.00
Total CD	0.00	0.00	4,200,084.55	0.00	4,200,084.55
Cash-County Treasurer	-1,856.21	0.00	0.00	0.00	-1,856.21
CSB Checking					
General Checking	47,976.06	0.00	0.00	0.00	47,976.06
Marina Checking	0.00	25,002.60	0.00	0.00	25,002.60
Port Develop. Checking	0.00	0.00	13,636.03	0.00	13,636.03
Total CSB Checking	47,976.06	25,002.60	13,636.03	0.00	86,614.69
LGIP					
Marina Services	0.00	112,088.27	0.00	0.00	112,088.27
Port Develop	0.00	0.00	1,481,852.50	0.00	1,481,852.50
General	509,330.94	0.00	0.00	0.00	509,330.94
Total LGIP	509,330.94	112,088.27	1,481,852.50	0.00	2,103,271.71
Petty Cash	74.51	28.54	46.95	0.00	150.00
Total Checking/Savings	555,525.30	137,119.41	5,695,620.03	0.00	6,388,264.74
Accounts Receivable					
Accounts Receivable					
General	3,388.17	0.00	0.00	0.00	3,388.17
Marina	0.00	-1,772.52	0.00	0.00	-1,772.52
Port Development.	0.00	0.00	-1.20	0.00	-1.20
Total Accounts Receivable	3,388.17	-1,772.52	-1.20	0.00	1,614.45
Total Accounts Receivable	3,388.17	-1,772.52	-1.20	0.00	1,614.45
Total Current Assets	558,913.47	135,346.89	5,695,618.83	0.00	6,389,879.19
Other Assets					
Contract Receivable					
CCC#5CPD	0.00	0.00	24,908.11	0.00	24,908.11
Tum-A-Lum	0.00	0.00	115,024.36	0.00	115,024.36
WICI-BLDG	0.00	0.00	51,169.77	0.00	51,169.77
WICI-LAND	0.00	0.00	31,490.19	0.00	31,490.19
Total Contract Receivable	0.00	0.00	222,592.43	0.00	222,592.43
Total Other Assets	0.00	0.00	222,592.43	0.00	222,592.43
TOTAL ASSETS	558,913.47	135,346.89	5,918,211.26	0.00	6,612,471.62
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable					
General	-3,443.20	0.00	0.00	0.00	-3,443.20
Port Development	0.00	0.00	-340,470.70	0.00	-340,470.70
Total Accounts Payable	-3,443.20	0.00	-340,470.70	0.00	-343,913.90
Total Accounts Payable	-3,443.20	0.00	-340,470.70	0.00	-343,913.90
Other Current Liabilities					
Marina-Deposits/prepmts	0.00	-953.84	0.00	0.00	-953.84
Payroll Liabilities					
P/R Taxes Payable- Pers	360.87	0.00	0.00	0.00	360.87
P/R Taxes Payable-State	-589.00	0.00	0.00	0.00	-589.00

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 Cash Basis

Port of The Dalles
Balance Sheet by Class
As of February 29, 2016

	General F...	Marina F...	Port Develo...	Un...	TOTAL
P/R Taxes Payable-FICA	-1,393.80	0.00	0.00	0.00	-1,393.80
P/R Taxes Payable-Federal	-1,001.00	0.00	0.00	0.00	-1,001.00
Payroll Liabilities - Other	75.51	0.00	0.00	0.00	75.51
Total Payroll Liabilities	-2,547.42	0.00	0.00	0.00	-2,547.42
Total Other Current Liabilities	-2,547.42	-953.84	0.00	0.00	-3,501.26
Total Current Liabilities	-5,990.62	-953.84	-340,470.70	0.00	-347,415.16
Total Liabilities	-5,990.62	-953.84	-340,470.70	0.00	-347,415.16
Equity					
Prior Period Adjustment	-153,372.59	-12,831.28	1,223,002.08	0.00	1,056,798.21
Fund Balance					
Unrestricted	646,547.76	-0.14	4,556,339.12	0.00	5,202,886.74
Fund Balance - Other	2,046.82	0.00	0.00	0.00	2,046.82
Total Fund Balance	648,594.58	-0.14	4,556,339.12	0.00	5,204,933.56
Unrestricted Net Assets	-63,901.99	80,664.39	-3,332,875.58	0.00	-3,316,113.18
Net Income	133,584.09	68,467.73	3,812,216.32	0.00	4,014,268.14
Total Equity	564,904.09	136,300.70	6,258,681.94	0.00	6,959,886.73
TOTAL LIABILITIES & EQUITY	558,913.47	135,346.86	5,918,211.24	0.00	6,612,471.57
UNBALANCED CLASSES	0.00	0.03	0.02	0.00	-0.05

Port of The Dalles-MARINA
Profit & Loss Budget vs. Actual-DETAIL
 July 2015 through February 2016

	Jul '15 - ...	Budget	% of B...
Ordinary Income/Expense			
Income			
Interest From Earnings	389.43	317.00	122.8%
SDAO Grant	0.00	3,000.00	0.0%
Marina			
Misc. Income			
Gate Keys	-100.00		
Security Screen	60.00	300.00	20.0%
Misc. Income - Other	0.00	0.00	0.0%
Total Misc. Income	-40.00	300.00	-13.3%
Revenue			
Boathouse			
Water	3,348.67	4,500.00	74.4%
BH Sewer	7,415.78	10,112.00	73.3%
Lates Fees	639.14		
Moorage Fees	82,558.14	88,766.00	93.0%
Total Boathouse	93,961.73	103,378.00	90.9%
Open Moorage			
Water	459.58	207.00	222.0%
Annual Moorage Fee	19,979.66	26,145.00	76.4%
Electric	459.58	1,270.00	36.2%
Total Open Moorage	20,898.82	27,622.00	75.7%
Grants	0.00	0.00	0.0%
Revenue - Other	0.30	0.00	100.0%
Total Revenue	114,860.85	131,000.00	87.7%
Special Projects Assessment			
Water System	1,050.00		
Total Special Projects Assessment	1,050.00		
Total Marina	115,870.85	131,300.00	88.2%
Total Income	116,260.28	134,617.00	86.4%
Gross Profit	116,260.28	134,617.00	86.4%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Salary- Exec. Director	3,125.01	7,560.00	41.3%
Maintenance Supervisor	6,849.69	11,536.00	59.4%
Admin/Marina Specialist	10,086.56	21,115.00	47.8%
Total Wages	20,061.26	40,211.00	49.9%
FICA-EMPLOYER	1,534.71	3,132.00	49.0%
PERS EMPLOYER	0.00	2,000.00	0.0%
Unemployment Payments	0.00	1.00	0.0%
WRKRS COMP EMPLOYER	23.09	60.00	38.5%
Payroll Expenses - Other	35.48		
Total Payroll Expenses	21,654.54	45,404.00	47.7%
Health Insurance	0.00	10,584.00	0.0%
Total PERSONAL SERVICES-	21,654.54	55,988.00	38.7%
MATERIAL AND SERVICES-			
Contracted Service	805.00	1,500.00	53.7%
Account and Audit	302.00	300.00	100.7%
Bad Debt Expense	0.00	500.00	0.0%
Develop and Comm	0.00	250.00	0.0%
Dues, Fees and Subscriptions	121.44	100.00	121.4%
Insurance-Liability	0.00	3,000.00	0.0%
Legal	2,176.43	3,000.00	72.5%

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Cash Basis

Port of The Dalles-MARINA
Profit & Loss Budget vs. Actual-DETAIL
 July 2015 through February 2016

	<u>Jul '15 - ...</u>	<u>Budget</u>	<u>% of B...</u>
Maintenance and Repair			
Vehicle Expense			
Gas	553.18	1,200.00	46.1%
Total Vehicle Expense	553.18	1,200.00	46.1%
Marina			
Marina			
Supplies/Maintenance	4,706.06	4,600.00	102.3%
Total Marina	4,706.06	4,600.00	102.3%
Marina - Other	0.00	0.00	0.0%
Total Marina	4,706.06	4,600.00	102.3%
Maintenance and Repair - Other	0.00	0.00	0.0%
Total Maintenance and Repair	5,259.24	5,800.00	90.7%
Office Supplies	98.57	250.00	39.4%
Travel Expense	0.00	200.00	0.0%
Utilities			
Marina			
Electric Marina			
Lights	839.11	1,250.00	67.1%
Open Moorage	1,010.40	1,700.00	59.4%
Sewer Pump	382.15	600.00	63.7%
Total Electric Marina	2,231.66	3,550.00	62.9%
Garbage Marina	3,307.04	3,600.00	91.9%
Sewer Marina	2,123.68	7,850.00	27.1%
Water Marina			
Water Marina - Other	7,832.20	4,500.00	174.0%
Total Water Marina	7,832.20	4,500.00	174.0%
Total Marina	15,494.58	19,500.00	79.5%
Office			
Telephone	153.09		
Total Office	153.09		
Utilities - Other	0.00	0.00	0.0%
Total Utilities	15,647.67	19,500.00	80.2%
Total MATERIAL AND SERVICES-	24,410.35	34,400.00	71.0%
CAPITAL OUTLAYS-			
Marina Expense			
Boathouse Improvements	1,521.44	3,000.00	50.7%
Facility Improvements	206.22	60,000.00	0.3%
Total Marina Expense	1,727.66	63,000.00	2.7%
Total CAPITAL OUTLAYS-	1,727.66	63,000.00	2.7%
Total Expense	47,792.55	153,388.00	31.2%
Net Ordinary Income	68,467.73	-18,771.00	-364.8%
Other Income/Expense			
Other Expense			
Other Debt Service	0.00	11,622.00	0.0%
General Operating Contingency	0.00	5,000.00	0.0%
Total Other Expense	0.00	16,622.00	0.0%
Net Other Income	0.00	-16,622.00	0.0%
Net Income	<u>68,467.73</u>	<u>-35,393.00</u>	<u>-193.4%</u>

Port of The Dalles-GENERAL FUND
Profit & Loss Budget vs. Actual-DETAIL
 July 2015 through February 2016

	Jul '15 - F...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Or. St. Marine Board Grant	2,999.00		
Transient Moorage			
Utility Receipts	0.00	1,000.00	0.0%
Contractors	0.00	1,000.00	0.0%
Guests	687.50	1,000.00	68.8%
Total Transient Moorage	687.50	3,000.00	22.9%
Map Grant	9,800.00	9,000.00	108.9%
Interest From Earnings	3,296.17	462.00	713.5%
Prior Yr Property Tax	9,656.11	13,061.00	73.9%
Interest From Contracts			
Marina Loan	0.00	2,172.00	0.0%
Total Interest From Contracts	0.00	2,172.00	0.0%
Misc. Income	98.10	100.00	98.1%
lease-land/Facility	22,461.30	10,000.00	224.6%
SDAO Grant	0.00	5,000.00	0.0%
Airport Well	0.00	1,061.00	0.0%
Marina Loan	0.00	9,449.00	0.0%
Property Tax	257,468.67	281,195.00	91.6%
Total Income	306,466.85	334,500.00	91.6%
Gross Profit	306,466.85	334,500.00	91.6%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Salary- Exec. Director	36,647.75	47,895.00	76.5%
Maintenance Supervisor	12,669.51	21,424.00	59.1%
Admin/Marina Specialist	13,193.44	21,115.00	62.5%
Total Wages	62,510.70	90,434.00	69.1%
FICA-EMPLOYER	4,782.05	9,000.00	53.1%
PERS EMPLOYER	659.80	4,000.00	16.5%
Unemployment Payments	0.00	1.00	0.0%
WRKRS COMP EMPLOYER	1,618.10	1,512.00	107.0%
Payroll Expenses - Other	76.32		
Total Payroll Expenses	69,646.97	104,947.00	66.4%
Health Insurance	19,048.82	7,100.00	268.3%
Total PERSONAL SERVICES-	88,695.79	112,047.00	79.2%
MATERIAL AND SERVICES-			
Transient Moorage Expense			
Transient Dues, Fees and Subs.	0.00	350.00	0.0%
Transient Moorage Utilities	169.61	1,000.00	17.0%
Total Transient Moorage Expense	169.61	1,350.00	12.6%
Contracted Service	5,540.00	23,000.00	24.1%
Account and Audit	14,000.00	20,000.00	70.0%
Develop and Comm	4,081.57	10,000.00	40.8%
Dues, Fees and Subscriptions	6,734.10	10,000.00	67.3%
Insurance-Liability	11,539.68	11,000.00	104.9%
Legal	2,015.00	5,000.00	40.3%
Maintenance and Repair			
Weed Control/landscaping	7,334.37	8,000.00	91.7%
Shop	1,142.42	3,000.00	38.1%
Office	496.32	6,400.00	7.8%
Vehicle Expense			
Repair	268.62	1,000.00	26.9%
Gas	730.57	1,500.00	48.7%
Total Vehicle Expense	999.19	2,500.00	40.0%

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Cash Basis

Port of The Dalles-GENERAL FUND
Profit & Loss Budget vs. Actual-DETAIL
July 2015 through February 2016

	Jul '15 - F...	Budget	% of Budget
Maintenance and Repair - Other	0.00	0.00	0.0%
Total Maintenance and Repair	9,972.30	19,900.00	50.1%
Launch Ramp			
Supplies	694.19	300.00	231.4%
Cleaning Service Launch Ramp	1,694.94	8,400.00	20.2%
Launch Ramp Water	1,002.16	1,800.00	55.7%
Launch Ramp Garbage	80.00		
Launch Ramp Electric	561.56	1,500.00	37.4%
Launch Ramp - Other	0.00	0.00	0.0%
Total Launch Ramp	4,032.85	12,000.00	33.6%
Office Supplies	2,346.94	6,000.00	39.1%
Office Equipment	3,107.11	3,000.00	103.6%
Staff Development/Enhance	2,360.00	5,000.00	47.2%
Travel Expense	6,391.87	10,000.00	63.9%
Utilities			
Industrial			
Industrial Water	3,253.19	3,000.00	108.4%
Industrial - Other	0.00	0.00	0.0%
Total Industrial	3,253.19	3,000.00	108.4%
Office			
Water Office			
Shop	2,044.69	3,000.00	68.2%
Total Water Office	2,044.69	3,000.00	68.2%
Office Electric	1,508.88	1,900.00	79.4%
Garbage Office	600.80	900.00	66.8%
Telephone	4,488.38	6,200.00	72.4%
Office - Other	0.00	0.00	0.0%
Total Office	8,642.75	12,000.00	72.0%
Total Utilities	11,895.94	15,000.00	79.3%
Total MATERIAL AND SERVICES-	84,186.97	151,250.00	55.7%
CAPITAL OUTLAYS-			
Launch Ramp(parking lot)	0.00	3,000.00	0.0%
Building Improvements	0.00	12,000.00	0.0%
Total CAPITAL OUTLAYS-	0.00	15,000.00	0.0%
Total Expense	172,882.76	278,297.00	62.1%
Net Ordinary Income	133,584.09	56,203.00	237.7%
Other Income/Expense			
Other Expense			
Transfer to Other Funds	0.00	150,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	0.00	200,000.00	0.0%
Net Other Income	0.00	-200,000.00	0.0%
Net Income	133,584.09	-143,797.00	-92.9%

Port of The Dalles-PDF
Profit & Loss Budget vs. Actual-DETAIL
 July 2015 through February 2016

	Jul '15 - Feb...	Budget	% of Budget
Ordinary Income/Expense			
Income			
Interest From Earnings	6,135.39	2,633.00	233.0%
Interest From Contracts			
CCC#5-CPDLLC	736.35	1,216.00	60.6%
Tum-A-Lum	4,647.07	7,740.00	60.0%
WICI-BLDG	970.61	2,429.00	40.0%
WICI-LAND	1,948.08	1,494.00	130.4%
Total Interest From Contracts	8,302.11	12,879.00	64.5%
Loan	0.00	112,500.00	0.0%
matching grants	275,051.00	520,000.00	52.9%
Misc. Income	35,724.02		
Land Sales			
CCC#5-CPDLLC	6,926.29	13,015.00	53.2%
Tum-A-Lum	4,701.64	8,287.00	56.7%
WICI-BLDG	50,781.59	6,691.00	759.0%
WICI-LAND	31,895.54	4,118.00	774.5%
Land Sales - Other	4,263,097.00	767,889.00	555.2%
Total Land Sales	4,357,402.06	800,000.00	544.7%
Total Income	4,682,614.58	1,448,012.00	323.4%
Gross Profit	4,682,614.58	1,448,012.00	323.4%
Expense			
PERSONAL SERVICES-			
Payroll Expenses			
Wages			
Marketing/Communications	31,333.28	51,000.00	61.4%
Salary- Exec. Director	26,893.96	47,895.00	56.2%
Total Wages	58,227.24	98,895.00	58.9%
FICA-EMPLOYER	4,454.39	7,696.00	57.9%
PERS EMPLOYER	0.00	400.00	0.0%
WRKRS COMP EMPLOYER	52.69	674.00	7.8%
Payroll Expenses - Other	42.00		
Total Payroll Expenses	62,776.32	107,665.00	58.3%
Health Insurance	18,078.78	24,774.00	73.0%
Total PERSONAL SERVICES-	80,855.10	132,439.00	61.1%
MATERIAL AND SERVICES-			
Land Sales			
Land Sales Closing Cost	0.00	14,000.00	0.0%
Land Sale Commissions	0.00	35,000.00	0.0%
Total Land Sales	0.00	49,000.00	0.0%
Contracted Service	1,700.00	50,000.00	3.4%
Develop and Comm	159.36	5,000.00	3.2%
Legal	17,985.00	20,000.00	89.9%
Office Supplies	24.00	2,000.00	1.2%
Utilities			
Industrial			
Industrial Water	724.81		
Total Industrial	724.81		
Office			
Telephone	52.50	240.00	21.9%
Total Office	52.50	240.00	21.9%
Total Utilities	777.31	240.00	323.9%
Marketing Expenses			
Grant	2,000.00	10,000.00	20.0%
Media/Promo	18,568.92	55,000.00	33.8%

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Cash Basis

Port of The Dalles-PDF
Profit & Loss Budget vs. Actual-DETAIL
July 2015 through February 2016

	Jul '15 - Feb...	Budget	% of Budget
Travel	2,985.97	20,000.00	14.9%
Total Marketing Expenses	23,554.89	85,000.00	27.7%
Total MATERIAL AND SERVICES-	44,200.56	211,240.00	20.9%
CAPITAL OUTLAYS-			
Engineering/Consultants	31,885.20	100,000.00	31.9%
Land Acquisition/Development	696,674.08	2,500,000.00	27.9%
PDF- Facility Improvements	16,783.32	10,000.00	167.8%
Partnership Projects	0.00	250,000.00	0.0%
Total CAPITAL OUTLAYS-	745,342.60	2,860,000.00	26.1%
Total Expense	870,398.26	3,203,679.00	27.2%
Net Ordinary Income	3,812,216.32	-1,755,667.00	-217.1%
Other Income/Expense			
Other Income			
transfer from other funds			
General Fund	0.00	150,000.00	0.0%
Total transfer from other funds	0.00	150,000.00	0.0%
Total Other Income	0.00	150,000.00	0.0%
Other Expense			
Building Construction Loan	0.00	83,000.00	0.0%
Other Debt Service	0.00	150,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	0.00	283,000.00	0.0%
Net Other Income	0.00	-133,000.00	0.0%
Net Income	<u>3,812,216.32</u>	<u>-1,888,667.00</u>	<u>-201.8%</u>

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 Cash Basis

Port of The Dalles-MARINA
Profit & Loss Budget vs. Actual-SUMMARY
 July 2015 through February 2016

	<u>Jul '15 - Feb 16</u>	<u>Budget</u>	<u>% of Bu...</u>
Ordinary Income/Expense			
Income			
Interest From Earnings	389.43	317.00	122.8%
SDAO Grant	0.00	3,000.00	0.0%
Marina	115,870.85	131,300.00	88.2%
Total Income	<u>116,260.28</u>	<u>134,617.00</u>	<u>86.4%</u>
Gross Profit	116,260.28	134,617.00	86.4%
Expense			
PERSONAL SERVICES-	21,654.54	55,988.00	38.7%
MATERIAL AND SERVICES-	24,410.35	34,400.00	71.0%
CAPITAL OUTLAYS-	1,727.66	63,000.00	2.7%
Total Expense	<u>47,792.55</u>	<u>153,388.00</u>	<u>31.2%</u>
Net Ordinary Income	68,467.73	-18,771.00	-364.8%
Other Income/Expense			
Other Expense			
Other Debt Service	0.00	11,622.00	0.0%
General Operating Contingency	0.00	5,000.00	0.0%
Total Other Expense	<u>0.00</u>	<u>16,622.00</u>	<u>0.0%</u>
Net Other Income	0.00	-16,622.00	0.0%
Net Income	<u><u>68,467.73</u></u>	<u><u>-35,393.00</u></u>	<u><u>-193.4%</u></u>

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 Cash Basis

Port of The Dalles-GENERAL FUND
Profit & Loss Budget vs. Actual-SUMMARY
 July 2015 through February 2016

	<u>Jul '15 - F...</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Or. St. Marine Board Grant	2,999.00		
Transient Moorage	687.50	3,000.00	22.9%
Map Grant	9,800.00	9,000.00	108.9%
Interest From Earnings	3,296.17	462.00	713.5%
Prior Yr Property Tax	9,656.11	13,061.00	73.9%
Interest From Contracts	0.00	2,172.00	0.0%
Misc. Income	98.10	100.00	98.1%
lease-land/Facility	22,461.30	10,000.00	224.6%
SDAO Grant	0.00	5,000.00	0.0%
Airport Well	0.00	1,061.00	0.0%
Marina Loan	0.00	9,449.00	0.0%
Property Tax	257,468.67	281,195.00	91.6%
Total Income	<u>306,466.85</u>	<u>334,500.00</u>	<u>91.6%</u>
Gross Profit	306,466.85	334,500.00	91.6%
Expense			
PERSONAL SERVICES-	88,695.79	112,047.00	79.2%
MATERIAL AND SERVICES-	84,186.97	151,250.00	55.7%
CAPITAL OUTLAYS-	0.00	15,000.00	0.0%
Total Expense	<u>172,882.76</u>	<u>278,297.00</u>	<u>62.1%</u>
Net Ordinary Income	133,584.09	56,203.00	237.7%
Other Income/Expense			
Other Expense			
Transfer to Other Funds	0.00	150,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	<u>0.00</u>	<u>200,000.00</u>	<u>0.0%</u>
Net Other Income	0.00	-200,000.00	0.0%
Net Income	<u><u>133,584.09</u></u>	<u><u>-143,797.00</u></u>	<u><u>-92.9%</u></u>

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 Cash Basis

Port of The Dalles-PDF
Profit & Loss Budget vs. Actual-SUMMARY
 July 2015 through February 2016

	<u>Jul '15 - Fe...</u>	<u>Budget</u>	<u>% of B...</u>
Ordinary Income/Expense			
Income			
Interest From Earnings	6,135.39	2,633.00	233.0%
Interest From Contracts	8,302.11	12,879.00	64.5%
Loan	0.00	112,500.00	0.0%
matching grants	275,051.00	520,000.00	52.9%
Misc. Income	35,724.02		
Land Sales	4,357,402.06	800,000.00	544.7%
Total Income	<u>4,682,614.58</u>	<u>1,448,012.00</u>	<u>323.4%</u>
Gross Profit	4,682,614.58	1,448,012.00	323.4%
Expense			
PERSONAL SERVICES-	80,855.10	132,439.00	61.1%
MATERIAL AND SERVICES-	44,200.56	211,240.00	20.9%
CAPITAL OUTLAYS-	745,342.60	2,860,000.00	26.1%
Total Expense	<u>870,398.26</u>	<u>3,203,679.00</u>	<u>27.2%</u>
Net Ordinary Income	3,812,216.32	-1,755,667.00	-217.1%
Other Income/Expense			
Other Income			
transfer from other funds	0.00	150,000.00	0.0%
Total Other Income	<u>0.00</u>	<u>150,000.00</u>	<u>0.0%</u>
Other Expense			
Building Construction Loan	0.00	83,000.00	0.0%
Other Debt Service	0.00	150,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	<u>0.00</u>	<u>283,000.00</u>	<u>0.0%</u>
Net Other Income	0.00	-133,000.00	0.0%
Net Income	<u><u>3,812,216.32</u></u>	<u><u>-1,888,667.00</u></u>	<u><u>-201.8%</u></u>

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 16, 2016

Subject: F-3.) Appoint 2016/17 Budget Officer

Background:

A motion is needed to formally appoint the 2016-17 Fiscal Year Budget Officer.

Staff Recommendation:

Fiscal Impact:

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 16, 2016

Subject: F-4.) Approve Amended Marina Rules & Regulations

Background:

Currently the Marina moorage leases do not require a specific amount of general liability insurance and do not require any pollution liability insurance. After discussions with Mike Courtney we determined the Marina Rules and Regulations needed to have specific minimum liability insurance requirements.

Mike's recommendation is at least \$100,000 liability insurance and \$100,000 pollution liability insurance.

The approved requirement amounts will be included in the moorage leases.

Staff Recommendation: Approve Amended Marina Rules & Regulations as presented with the insurance requirements.

Fiscal Impact:

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 16, 2016

Subject: G-1.) Staff Report

Background:

I have been at the Association of Governmental Risk Insurance Pools annual conference and just wanted to share a few things with you; Special Districts Association of Oregon is a shining star as far as insurance pools go. We have over 920 members, from tiny cemetery districts to large fire departments. Frank Stratton, the Director of SDAO gave a presentation about SDAO and it made me realize how lucky we are in Oregon to have this organization. Some takeaways that I got are:

- Create some core messaging for Port staff and Commissioners that answer 3 basic questions: What we are doing, How we are doing it, and Why we are doing it.
- SDAO should be thought of as a member co-op, not for profit, that is focused on member safety and wellbeing.
- As a Country we are in the "winter" economic cycle, which started in 2001 and is expected to end in 2020. Historically this is a time for rebuilding The 3 previous "winters" included the Revolutionary war, the Civil War and the Great Depression, and each of these "winters" brought about dramatic changes; Freedom from Great Britain, Major Constitutional Amendments and Insured deposits and Financial protections.
- Federal ruling on drones through NASA and FAA will be issued in a few months and currently there are more questions than answers on drone use.
- When doing Strategic planning, look out 20 years and identify STEEP trends (Society, Technology, Economy, Environmental, Political) that could impact the goals.

Bob, Dan Spatz, Kathy U and I have been working on items for Bob's trip to DC. There is now a website for the Community Outreach Team, <http://thedallesoutreachteam.org>. It is a work in progress and looks very professional. The current project list for DC is:

- Funding Requests
 - Nat'l Scenic Area Funding: Balance owed to region \$2million
 - Civic Auditorium Theatre Restoration: \$3.5million
 - Historic Columbia River Highway State Trail: \$19million
- Policy Issues
 - Federal Forest Fuels Reduction: needed to prevent fires in the Dog River drainage
 - Urban Growth Boundary Expansion
 - Continued Payment In Lieu of Taxes: this the offset from lost tax revenue due to federal land ownership
 - House Resolution 4487: severs federal tie to EDA money after seven years. This would reduce MCEDDs admin expenses substantially, allowing more funds to flow back to businesses.
 - Columbia River Treaty: waiting for specifics from PUD, but this is treaty between Canada and the US that impacts the Columbia River and salmon. It is currently being negotiated.
 - Federal Highway designation for Hood River Bridge: Right now the Hood River bridge is not part of any highway system, therefore is ineligible for federal transportation funds.

Kathy U and I met with Phil Chang, senior staffer for Senator Merkley. We apprised him of the issues that will be discussed in DC, talked about flowage easements (not really an issue for us anymore since Google purchased the property), and when Senator Merkley may be visiting our area (June 18th possibly).

Kathy N is working on a grant available through Oregon State Parks. If we receive this, we will use the funds to begin the public space concept adjacent to the parking lot for Riverfront Trail that Dane Klindt talked to us about. Phil Lewis, Parks Director is very excited and wants to help any way he can.

BPA is interested in a portion of Tract C for the substation expansion.

Met with Kurt Conger and Paul Titus to continue the discussion about the NWPUD substation. Kurt has asked that we give some thought to price for the property or is there something that the PUD could do in trade. We will be discussing this in Executive Session.

Kathy U and I met with Amanda Hoey and Eric Nerdin of MCEDD to wrap up the wetlands grant that we received from OIB. Because the scope of the project changed a bit from its inception, and because of a change in staff both at the Port and MCEDD, the process to receive the funds was not straight forward, but I believe that we have a clear path to the end and will get that finalized next week.

Jerry has been working at and around the marina cutting back willows and gorse and tidying things up for spring. We also have 19 confirmed ship docking at the launch ramp dock and Jerry has been working to make sure that dock and the launch ramp area is ready for the ships and passengers.

You should have received an email from SDAO about regional trainings. On April 5th, there will be a training in The Dalles. This will take place @ the CGCC Campus.

Blasting continues on the Goggle site.

We received a query for 5 acres or 30,000sf for a distribution center. This lead came via MCEDD. We are looking to identify possible parcels.

Held a joint meeting with the Port of Hood River Commissioners Brian Shortt, Rich McBride and Fred Duckwall; Bob McFadden, Greg Weast and David Griffith joined from the Port of The Dalles. Had a nice lunch and good discussions about UGB, marina management (could there be a single operator that manages The Dalles, Hood River and Cascade Locks marinas?), and OneGorge/Community Outreach. We will try to schedule these get-togethers twice a year to stay in touch.

Met with Darcy Nothnagle. Google continues to invest in STEM programs in The Dalles and helps with to other organizations like the library.

I met with Phil Lewis of NW Parks and Rec. We talked about various places that the Parks department could help with infrastructure, i.e. under the BPA easement at North Chenoweth. I think there may be some good options for us to work together.

I am starting to work on the budget for next year. OR Treasury changes the forms every few years, so I have been updating what we use to match theirs and inputting our audited numbers.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 16, 2016

Subject: G-2.) Marketing & Communication Update

Background:

Land Marketing:

- Met with Marty Hutchinson at Cherry Growers and Candy Armstrong at the school district to discuss ways to create better awareness of well-paying careers in modern industrial settings, as well as better training tracks from high school to those jobs, either through community college or after graduation. Both are interested in exploring options.
- Provided response materials and new research on potential sites for a state lead seeking to site a distribution center here.
- Continuing to film and edit new marketing video for airport lobby.

Wetland AARP/Regional General Permit

Permit applications have been filed with the Oregon Department of State Lands and the Corps of Engineers. Working on final closeout of the project.

Other

- Attended Connect Mid-Columbia meeting designed to enhance regional economic development strategy surrounding transportation priorities. Group representing the five gorge counties identified 10 projects for priority funding efforts, including bridge replacement at Hood River, reconstruction at Cascade Locks and decking replacement at The Dalles.
- Helped develop and assemble materials for Bob's Community Outreach Team visit to Washington, D.C.
- Completed infographic illustrating how the Port uses and reuses the 1985 bond funds to continue to develop buildable land. This seems to be an area where many people express confusion.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 16, 2016

Subject: G-3.) Marina Update

Background:

Marina Water: Angie & I will be meeting before the Commission meeting to review the information that has been gathered regarding options for the marina water. That information will be posted in Dropbox.

Past Due Moorage: Invoices and past due letters have gone out to all those with past due moorage accounts. I will follow-up with phone calls next week.

There has been no word from the Yacht Club as to whether they will pursue management of the marina. One of the tenants who is also a commercial property manager did get in touch with me to confirm we were still moving forward with our plan. She will provide a response as soon as the RFP goes out.

2016 Oregon Trail Rally is once again headquartered in The Dalles. They are scheduled to tour around Klickitat County on Saturday, April 23, and around northern Wasco County on Sunday. Each day the rally starts with a display of the rally cars (called 'parc expose') before they are sent off down the road for the day. They will utilize the marina parking lot for a two hour period on Saturday morning with a one hour meet and mingle from 9-10, followed by the ceremonial send-off of each car at one minute intervals. All of the cars will be gone from the parking lot by 11am.

Jerry has been very busy cleaning the launch ramp area of brush and debris. This early maintenance will make it easier to keep the debris that floats in from the river cleaned up throughout the boating season. So far we have 19 scheduled cruise ship dockings at the Port launchramp dock, the first one arriving April 28, 2016.

Jerry has also started weekly maintenance in the Marina to clean up the winter debris

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 16, 2016

Subject: G-4.) Reports of Committees

- a) Urban Renewal – Weast:

- b) Chamber of Commerce – David Griffith:

- c) Wasco EDC – Kathy Ursprung:

- e) COT – Klaas/Weast/McFadden: