

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
July 11, 2012
Port of The Dalles

The Regular Meeting of the Port Commissioners was called to order by Vice President Bob McFadden at 7:07PM

ROLL CALL

Present: Bob McFadden, Kristi McCavic, Greg Weast

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

Guests: Kathy Ursprung

Pledge of Allegiance: Commissioner McCavic

AGENDA CORRECTIONS or ADDITIONS

None

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the calendars for July and August 2012. Due to scheduling conflicts the August 8, 2012 Port Commission meeting was cancelled.

VISITOR'S BUSINESS

None at this time.

MEETING MINUTES

Motion: Commissioner Weast made a motion to approve the minutes of the June 13, 2012 regular meeting. Second by Commissioner McCavic. Motion approved unanimously.

FINANCIALS

Andrea Klaas and Angie Wilson reported on the June, 2012 financials. Annual interest rate holding at 0.6000%; final check to Hire Electric in the amount of \$31,110.75 for Transient Moorage shore power project.

STAFF REPORT

1) *Monthly Highlights* – Andrea Klaas reported on a conference call with National Marine Fisheries regarding discharge permits; meeting with Nate and Kristi regarding Rob Moody's proposal and the audit process; Mary Merrill gave a great presentation to Rotary about services offered at the SBA; meeting with Army Corps of Engineers facilities and maintenance department with focus on the marina seawall; meeting with Mike Courtney and John Roberts to familiarize him with the Port and some issues we are facing; attended the Columbia Gorge Regional Airport Groundbreaking ceremony; attended the SETS meeting in White Salmon; attended a reception for the new Google public affair's person, Darcy Nothnagle; filed the Port's 2012-13 budget resolution with the County Clerk; MCOGG has taken over operations of the STRUT program.

2) Rob Moody Proposal – Andrea Klaas provided the proposal Rob Moody has submitted to provide an internal control review of the Port’s financial process.

MOTION: Commissioner McCavic made a motion to approval accepting the proposal from Talbot, Korvola & Warwick to provide an internal control review of the Port’s financial process at the cost of \$3,000-\$3,500 plus travel expenses. Second by Commissioner Weast. Motion approved unanimously.

2.5) Addition to agenda: Strategic Plan Update – Andrea Klaas reported that the State of Oregon is requiring all Ports to develop Strategic Plans in the same format. The State is provided financing for the strategic planning update process and Andrea has applied for this funding.

MOTION: Commissioner McCavic made a motion to authorize the Executive Director to apply for State funding to cover the cost of updating the Port’s strategic plan. Second by Commissioner Weast. Motion approved unanimously.

3) *R.A.R.E. Update:* Michael Held reported on his activities – Terra Science and DSL working through minor report revisions; Terra Science waiting to hear back from Corps about possible site visit; contacted by private consultant interested in setting up a wetland mitigation bank in eastern Oregon; met with DSL, KEQ and Nolan Young regarding regional wetlands solution. Narrowed to two options, Regional General Permit or Fee-in lieu; Geonorthern is finalizing geotechnical report; met with Michael Williams, Business Oregon regarding Decision Ready Certification; final Home At Last strategic planning session to be held later this month.

4) *Marina Update:* Kathy Norton updated the Commission on activities at the Marina. Moorage leases are out and payments are coming in; nothing new on the electrical system upgrade; nothing new from ODFW regarding the sea lion. Transient Moorage Shore Power Project is moving forward; next Marina Committee meeting is July 17, 2012.

1. *Reports of Committees:*

- a. *Urban Renewal-* Commissioner Weast: Last meeting all executive session.
- b. *Chamber of Commerce* – Commissioner McFadden: The changer is seeking a new Executive Director.
- c. *Wasco EDC* – Andrea Klaas: Water’s Edge Tour and meeting July 19, 2012 at 10:00am.
- d. *MCEDD* – Commissioner Courtney: No report.
- e. *Community Outreach Team* - Andrea Klaas/Commissioners McFadden/Weast: Fall trip schedule for September 16-20, 2012. Commissioner McFadden will attend for the Port.

INTO EXECUTIVE SESSION 7:40PM

EXECUTIVE SESSION *(as allowed by ORS 192.660 (2) (e) (f) (h)) this may include discussion of real property transactions and privileged legal communication.*

Back to Regular Session 7:55PM

COMMISSION CALL

1. President:.
2. Commissioners:

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 7:57 PM.

PORT OF THE DALLES:

D.M. Courtney, President
Board of Commissioners

ATTEST:

David Griffith, Secretary
Board of Commissioners

DATE APPROVED: 9/12/2012

Prepared by: K.Norton