PORT OF THE DALLES COMMISSION

Regular Session Meeting Minutes-Virtual Wednesday, December 9, 2020

The Regular Session Virtual Meeting of the Port Commissioners was called to order by President Greg Weast at 5:30 p.m. *The meeting was held via the video conferencing platform Zoom; attendees joined via computer or called in via telephone

ROLL CALL **Executive Assistant Toepke**

Greg Weast, Mike Courtney, Staci Coburn, Robert Wallace, David Griffith Commission:

Staff: Andrea Klaas, Executive Director; Jennifer Toepke, Executive Assistant; Anna Shank-Root, Land

Use Strategist & Policy Analyst

Bill Dick, Attorney; Angie Macnab, Bookkeeper

Alice Cannon, Community Development Director/Urban Renewal Manager, City of The Dalles **Guests:**

Nathan Reagan CPA, Friend & Reagan, P.C.

PLEDGE OF ALLEGIANCE

Commissioner Weast

PUBLIC COMMENT OR QUESTION

None

AGENDA CORRECTIONS/ADDITIONS

None

UPCOMING MEETINGS/EVENTS

As included in Meeting Packet

COMMUNITY PARTNER INTRODUCTION Alice Cannon, Community Development Director/Urban Renewal

Manager, City of The Dalles

Introduction including background and experience. Discussed some plans and goals for 2021.

AUDIT REPORT FISCAL YEAR 2019/2020

Nathan Reagan, CPA, Friend & Reagan, P.C.

Replaced Amanda Taskey due to a family emergency.

Highlighted the main items included in the Audit Report Fiscal year 2019/2020 in a positive light.

ACTION ITEMS

- 1. November 12, 2020 Regular Virtual Meeting Minutes were Approved by Consensus
- 2. November 2020 Financial Reports were Approved by Consensus
- 3. Site Plan Approval Request for 3761 Klindt Drive, The Dalles M/M. Courtney S/R. Wallace, Motion **Approved**

REPORTS

- 1. Staff Report Executive Director Klaas Stands as included in the meeting packet, plus added that Staff remains busy with COVID-19 related meetings. Including putting in a new PPE order to distribute to Port area businesses.
- RARE Report Land Use Strategist and Policy Analyst Shank-Root Stands as included in the meeting packet, plus: Detailed explanation of the map and how it was created. Commissioner Wallace also requested something similar for the Dufur area, I am currently working on that. I will need to work with the County to get the appropriate GIS data. *Fielded questions from the Commission and praise for the hard work on the map.
- 3. Committee Report
 - > Community Outreach Team Commissioner Weast & Executive Director Klaas Held a short meeting for team members to share their wrap-up for the year and to congratulate Dan Spatz on his 13-year service scheduling biyearly legislative meetings in Washington DC
 - Wasco County Economic Development Commissioner Courtney We did meet this month. We got to meet Alice the new Urban Renewal Manager - a breath of fresh air! We have new commissioners. Thanks to Anna for providing me with material for the meeting - I did not get a chance to use it as Alice was ahead of me and

- presented the same thing. Priorities were reviewed. Whatever projects get chosen they must look at the long-term plan for maintenance, the same issue that we have with the Riverfront Trail it has to be included in the operating budget.
- > Chamber of Commerce Commissioner Griffith The Christmas "un-parade" the Chamber had was very successful. The Airport added some fueling tanks, so jet fuel is up specifically government owned helicopters most recently.
- ➤ Dufur Commissioner Wallace Safe Route to School we did not get included. We will continue working on sidewalks. The school got hit hard with Covid last Thursday, kids and families testing positive. The school was shut down and went remote. There is concern for Christmas and New Year so it may be mid-January before school goes back to in-person. The work Anna is doing is great, I am excited with what she's shown for The Dalles, now looking forward to the City of Dufur!
- > Urban Renewal Commissioner Coburn The URA did not meet yet, they will be meeting next week.

COMMISSION CALL

- 1. <u>Commissioner Courtney</u>: Have we granted an extension to V & G? <u>Executive Director Klaas</u>: Yes, Mr. Dick and I granted them an extension. <u>Commissioner Courtney</u>: Thanks to everyone for the Zoom meetings. I really do appreciate the Staff work in putting the Zoom meetings together. Anna thank you for the work you have done. Merry Christmas to all!
- 2. <u>Commissioner Griffith</u> I would like to thank Andrea for her comments she told me that our Port employment (businesses) seems to remain in this Covid time, so that's good news.
- 3. <u>Commissioner Wallace</u> Excited for the new information coming from Anna. Thanks to the Staff and Merry Christmas!
- 4. <u>Commissioner Coburn</u> As Commissioner Courtney eluded to, the world has changed, businesses have had to change within days and weeks Zoom meetings! We have to look at things in a positive light, we have all grown a lot. I appreciate Staff and how they have made everything happen. Keep our kids in mind, they are having a hard time.
- 5. <u>Commissioner Weast</u> Thanks to Staff, you are doing great and Anna you are doing a great job!

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 6:36 p.m.

PORT OF THE DALLES:

Mike Courtney, Vice-President

Board of Commissioners

DATE APPROVED: January 13, 2021

Prepared by: Jennifer Toepke, Executive Assistant

ATTEST:

Robert Wallace, Secretary Board of Commissioners