



Dedicated to supporting the creation, retention, expansion, and recruitment of businesses and jobs that will enhance the economy of the Port District.

PORT COMMISSION MEETING
WEDNESDAY, JULY 10, 2024, 5:30 P.M.
WASCO COUNTY SOIL & WATER CONSERVATION DISTRICT

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL Executive Assistant Toepke
- C. PLEDGE OF ALLEGIANCE
- D. AGENDA CORRECTIONS OR ADDITIONS Executive Director Klaas
- E. PUBLIC COMMENT OR QUESTION 3-minute limit per person per subject
- F. ELECTION OF OFFICERS
 - President, Vice-President, Secretary, Treasurer, Assistant Secretary/Treasurer
- G. PRESENTATIONS & DISCUSSION ITEMS
 - 1. Sea Scout Quartermaster Project Annika R. Baumgarten, Bos'n 2023-2024, Sea Scout Ship Freedom 399
- H. CONCESSIONAIRE REPORT
 - 1. The Dalles Marina, LLC Q4/FY 2023-2024 Angie Macnab, Owner/Operator
- I. ACTION ITEMS
 - 1. Request from MVProperty Management on behalf of V&G Kristi Timmons, Licensed Property Manager
 - 2. April 10, 2024, Regular Session Meeting Minutes
 - 3. June 12, 2024, Regular Session Meeting Minutes
 - 4. June 2024 Financial Reports Commissioner Coburn
- J. REPORTS
 - 1. Director's Report Executive Director Klaas
 - 2. The Dalles Community Outreach Team Commissioner Weast
 - 3. Columbia Gateway Urban Renewal Agency Board Commissioner Coburn
 - 4. Wasco County Economic Development Commission Executive Assistant Toepke *No meeting, no report.*
 - 5. Dufur Commissioner Wallace
- K. UPCOMING MEETINGS/EVENTS
 - August 9, 2024: KODL Radio
 - August 12, 2024: KHR Radio
 - August 14, 2024: Port Commission Meeting
- L. EXECUTIVE SESSION Pursuant to ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions, and ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed **Media representatives are instructed not to report or disclose matters discussed in Executive Session*
- M. ACTION REQUIRED FROM EXECUTIVE SESSION
- N. COMMISSION CALL
- O. ADJOURN

PORT OF THE DALLES AGENDA ITEM

MEETING DATE July 10, 2024

ELECTION OF OFFICERS F.) President, Vice-President, Secretary, Treasurer, Assistant Secretary-Treasurer

Election of Port Commission Officers

- President
- Vice-President
- Secretary
- Treasurer
- Assistant Secretary-Treasurer

PORT OF THE DALLES AGENDA ITEM

MEETING DATE

July 10, 2024

PRESENTATION AND DISCUSSION ITEMS G-1)

Sea Scout: Quartermaster Project

Annika R. Baumgarten, Bos'n 2023-2024, Sea Scout Ship Freedom 399

The following presentation submitted by Annika R. Baumgarten, Bos'n 2023-2024, Sea Scout Ship Freedom 399.

I want to install cleats on the guest docks in The Dalles Marina and along the fuel station. This will create easier docking procedures for both sailing and power vessels staying in the marina. They will be secured on top of the existing wood rails to give boats a choice when docking. The money required to be raised is a little under \$800.

The port would benefit from having cleats on the guest docks because the wood railings easily snag on the lines, and also making it difficult for larger boats to dock. The sharp edges of the wood railings chafe lines, and when trying to dock, the line gets caught in the wood, or tangle on itself, making it difficult for larger boats to dock. The wood railings also get ruined and get cut up when boats leave, compromising the integrity of not only the lines but also the railings, and leaving splinters of wood on the dock.

Damage caused by the boats docking



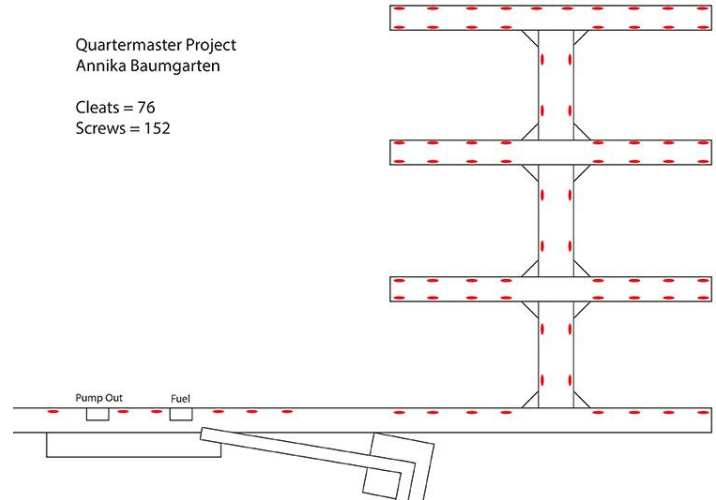
- Cleats can prevent this by being added on top of the railings.
- With the cleats being drilled into the blocked on the railing will still give boaters the option of using the rail of the cleats.



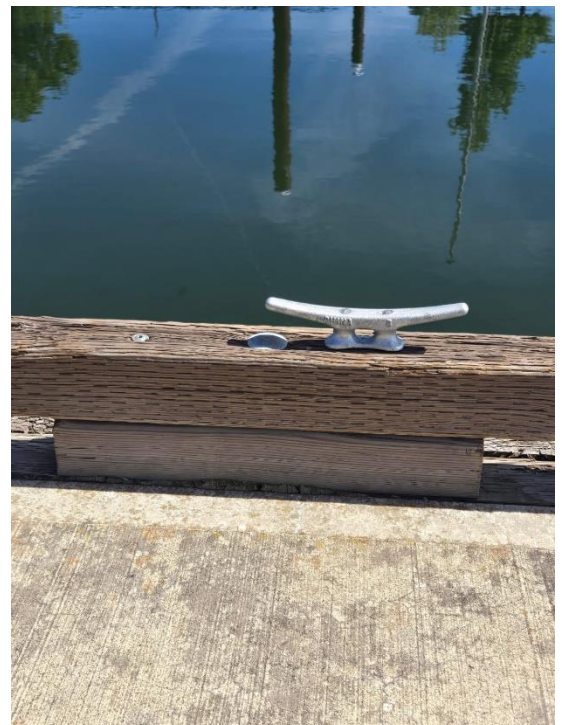


Quartermaster Project
Annika Baumgarten

Cleats = 76
Screws = 152



- By using hex screws, the cleats will be well supported, and sturdy enough to hold against the pull of a boat during the strong winds that we get here in The Gorge.
- The picture in the top left shows how deep the hex screws will be into the block, and the bottom right shows a representation of what the finished product looks like.
- The picture in the top right is an ariel view of the marina, with red lines showing where the cleats will be.



PORT OF THE DALLES AGENDA ITEM

MEETING DATE

July 10, 2024

CONCESSIONAIRE REPORT H-1.)

The Dalles Marina, LLC, Q3/FY 2023-2024 Concessionaire Report
Owner/Operator Macnab

The following report submitted by The Dalles Marina, LLC, Owner/Operator Angie Macnab.

Meeting Date: **June 10, 2024**

Subject: **Marina Report for April-June 2024**

Items completed this quarter:

- New floats installed under the shed
- Float were removed and new floats installed to level C Dock
- Daily Maintenance on Marina
- Letters sent to Marina tenants for maintenance on boathouses
- Completed business plan for dock replacement on D finger and presented it Andrea and Robert
- Completed a detail capital project plan and provided it to Andrea for Port Meeting
- Extension lease signed
- Leases sent to all tenants for moorage for 24-25 fiscal year
- Algae treatment throughout the Marina

Projects in Progress:

- Stain the office deck
- Updating the security system and locks at the marina
- Working on spots throughout the marina for rust

What's going on at the Marina:

- B9 is 100% percent completed
- C17 boathouse is about 100% complete.
- B22 construction is 100% complete and is on the Market
- To date there are two boathouses for sale at the Marina.
- The Marina is very busy and we have a lot families enjoying their summer. Everything looks good.
- Yacht Club is doing little events and it has been very positive for the Marina
- There are no spaces for rent in the Marina at all.
- All leases renewed for the year.
- Diver has been down at the Marina working on boathouses and docks.

The Dalles Marina
Profit & Loss
 July 2023 through June 2024

	Jul '23 - Jun 24
Ordinary Income/Expense	
Income	
Moorage Fee	57,704.51
Open Moorage Fee	49,360.31
Rental Income	2,850.00
Total Income	109,914.82
Expense	
Accounting Fees	725.00
Automobile Expense	1,194.82
Background Checks	-117.00
Bank Service Charge	14.94
Contracted Services	
Algae	1,500.00
Total Contracted Services	1,500.00
Credit Card Fee	9,818.90
Dues, Fees and Subscription	3,471.83
Insurance Expense	
Liability	1,078.40
Insurance Expense - Other	5,210.74
Total Insurance Expense	6,289.14
Landscaping and Groundskeeping	3,320.00
Maintenance and Supplies	7,661.43
Office Supplies	521.00
Professional Fees	
legal Fees	11,484.00
Total Professional Fees	11,484.00
Repairs and Maintenance	2,607.13
Small Tools and Equipment	294.96
Taxes	8,172.00
Travel and entertainment	1,050.17
Utilities	
Electricity	3,135.25
Garbage	3,932.52
Internet	1,210.00
Water	13,325.29
Total Utilities	21,603.06
Total Expense	79,611.38
Net Ordinary Income	30,303.44
Other Income/Expense	
Other Income	
Interest Income	52.07
Total Other Income	52.07
Other Expense	
Donations	10.00
Total Other Expense	10.00
Net Other Income	42.07
Net Income	30,345.51

PORT OF THE DALLES AGENDA ITEM

MEETING DATE

July 10, 2024

ACTION ITEM I-1.)

Request from MVProperty Management on behalf of V&G
Kristi Timmons, Licensed Property Manager, MVProperty Management


MVProperty Management on behalf of V&G would like to lease the approximately 3,700 square feet of land in front of V&G's property, blocked out in yellow on the following map. Port Staff proposes a long-term lease in the amount of \$30,000.00. Should the Commission agree to the lease, MVProperty Management is requesting the Port allow said section to be converted into concrete and share in the estimated cost of \$16,800.00 to dig it out, remove the dirt and pour concrete.



KLINDT DR

KLINDT DR

KLINDT DR

 *Kiwanis Park*

PORT OF THE DALLES AGENDA ITEM

MEETING DATE	July 10, 2024
ACTION ITEM I-2.)	April 10, 2024, Regular Session Meeting Minutes
STAFF RECOMMENDATION	Approve <u>April 10, 2024, Regular Session Meeting Minutes</u> as presented

PORT OF THE DALLES COMMISSION
Regular Session Meeting Minutes
Wednesday, April 10, 2024, 5:30 p.m.
Wasco County Water & Soil Conservation District, The Dalles, Oregon

The Regular Session Meeting of the Port Commissioners was called to order by President Wallace at 5:32 p.m.

ROLL CALL Executive Director Klaas

- o COMMISSION Robert Wallace, President; Greg Weast, Vice-President; Staci Coburn, Treasurer; John Willer, Secretary; Mary Hanlon, Assistant Secretary/Treasurer
- o STAFF Andrea Klaas, Executive Director; Jennifer Toepke Executive Assistant; Bill Dick, Attorney, Dick, Dick & Corey
- o GUESTS Dan Spatz, City of The Dalles Economic Development Officer; Jill Amery, Wasco County Assessor; Angie Macnab, Owner/Operator, The Dalles Marina, LLC

PLEDGE OF ALLEGIANCE Executive Director Klaas

AGENDA CORRECTIONS/ADDITIONS Executive Director Klaas added an Executive Session added after Commission Call.

PUBLIC COMMENT OR QUESTION *None*

ACTION ITEMS

1. March 13, 2024, Regular Session Meeting Minutes: Approved as amended to annually, not monthly: ‘Option of Commission Compensation to be reviewed annually at July’s Port Commission Meeting’ *M/S. Coburn, S/M. Hanlon; Motion Approved Unanimously*
2. March 2024 Financial Reports *Stand as presented*
3. Move the Five-year Enterprise Zone Abatement Request for 280 Earth Phase II Development to the May 8, 2024, Port Commission Meeting to give the Commission time to review *M/G. Weast, S/J. Willer; Motion Approved by a Vote of 4-0: Commissioner Wallace abstained from the vote due to a perceived conflict of interest*
**At the beginning of this Action Item 3., Commissioner Wallace stated that there may be a perceived conflict of interest because the company he works for received grant money from Google and asked that Vice-President Weast run this portion of the meeting. Vice-President Weast responded that President Wallace should run the meeting, but do not comment. President Wallace asked Port Attorney Dick if that would be okay, and Attorney Dick confirmed that would be fine. (Clarification was also given that Google does not own 280 Earth.)*
***Dan Spatz, City of The Dalles Economic Development Officer and Jill Amery, Wasco County Assessor, gave a presentation and answered many questions from the Commission.*
4. Accept Proposal from John’s Waterproofing to Waterproof Basement of Port Administrative Office *M/G. Weast, S/J. Willer Motion; Approved Unanimously*

REPORTS

1. Director’s Report Executive Director Klaas *Stands as presented, plus Executive Director Klaas highlighted that she received her certificate of completion for the Cybersecurity Class; the Port received funding through the Gorge Strategic Investment Fund: \$10,000 to do some improvements to the launch ramp; and the \$50,000.00 for the Strategic Business Plan was received from Oregon.*
2. The Dalles Marina, LLC, Q3/FY 2023-2024 Concessionaire Report Owner/Operator Macnab *Stands as presented, plus Owner/Operator Macnab highlighted: Head start on the cleanup getting ready for summer and have requested that some Marina tenants and the Yacht Club make it more presentable, so people are working on that. Would like to update the security system – so there would be no more keys, it would be an app on the phone. Also, would like to move the door on A-Finger so that people can access the Yacht Club only and give more privacy to the owners on A-Finger. Four boathouses are in process of being nearly finished and a boathouse on B-Finger has been put on notice that they must get it repaired, the boathouse wasn’t selling, there were some structural issues – it’s been fixed now and will be back up for sale soon. One thing that was not included in the report: the fire suppression system will be tested.*
3. The Dalles Community Outreach Team Commissioner Weast *COT met and did a recap of the trip to Washington, D.C.*
4. Columbia Gateway Urban Renewal Agency Board Commissioner Coburn *No report, as there was no meeting.*
5. Wasco County Economic Development Commission Executive Assistant Toepke *No meeting, next meeting is scheduled for June.*
6. Dufur Commissioner Wallace *Crestline is working on redoing the sidewalks for the City. The school-based Health Center is nearing completion, it needs to be open by June this year per the grants. Community One Health is the partner. It was one of the projects on the EDC’s Project Priority List.*

UPCOMING MEETINGS/EVENTS *Stand as included in meeting packet.*

REGULAR SESSION ADJOURNED AT 6:24 P.M. & EXECUTIVE SESSION COMMENCED AT 6:24 P.M.

EXECUTIVE SESSION as allowed by ORS 192.660(2)(e) Real Property Transactions and ORS 192.660(2)(h) Conferring with Legal Counsel regarding litigation *Media representatives are instructed not to report or disclose matters discussed in Executive Session
EXECUTIVE SESSION ADJOURNED AT 6:47 P.M. & REGULAR SESSION RESUMED AT 7:04 P.M.

ACTION FROM EXECUTIVE SESSION Authorize President Wallace to sign Country Club Agreement *M/S. Coburn, S/G. Weast; Motion Approved Unanimously*

COMMISSION CALL Commissioner Willer spoke of his international travels, focusing on scouting areas to install water systems to change as many lives as possible for the better. Commissioner Hanlon touched on her continued efforts to move her property development in The Dalles forward. Commissioner Coburn noted that Executive Director Klaas should share her capstone project paper on cybersecurity. Commissioner Wallace visited NW Natural Gas in Sherwood to learn about blending hydrogen.

REGULAR SESSION ADJOURNED AT 7:13 P.M. & EXECUTIVE SESSION COMMENCED AT 7:13 P.M.

EXECUTIVE SESSION as allowed by ORS 192.660(2)(e) Real Property Transactions and ORS 192.660(2)(h) Conferring with Legal Counsel regarding litigation *Media representatives are instructed not to report or disclose matters discussed in Executive Session

EXECUTIVE SESSION ADJOURNED AT 7:23 P.M. & REGULAR SESSION RESUMED AT 7:23 P.M.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, *the meeting adjourned at 7:24 p.m.*

PORT OF THE DALLES:

ATTEST:

Robert Wallace, President
Board of Commissioners

John Willer, Secretary
Board of Commissioners

DATE APPROVED: July 10, 2024

Prepared by: Executive Assistant Toepke

PORT OF THE DALLES AGENDA ITEM

MEETING DATE July 10, 2024

ACTION ITEM I-3.) June 12, 2024, Regular Session Meeting Minutes

STAFF RECOMMENDATION Approve June 12, 2024, Regular Session Meeting Minutes as presented

PORT OF THE DALLES COMMISSION
Regular Session Meeting Minutes
Wednesday, June 12, 2024, 5:30 p.m.
Wasco County Soil & Water Conservation District, The Dalles, Oregon

The Regular Session Meeting of the Port Commissioners was called to order by President Wallace at 5:32 p.m.

ROLL CALL Executive Assistant Toepke

- o COMMISSION Robert Wallace, President; Greg Weast, Vice-President; Staci Coburn, Treasurer; John Willer, Secretary; Mary Hanlon, Assistant Secretary/Treasurer
- o STAFF Jennifer Toepke, Executive Assistant; Bill Dick, Attorney, Dick, Dick & Corey
- o ABSENT Andrea Klaas, Executive Director
- o GUESTS Bruce Lumpar & Dan Durow, The Dalles Riverfront Trail, Inc.

PLEDGE OF ALLEGIANCE

AGENDA CORRECTIONS/ADDITIONS Executive Assistant Toepke *Discussion Item F. has an actionable request, so add it as Action Item 4.*

PUBLIC COMMENT OR QUESTION *None*

DISCUSSION ITEM The Dalles Riverfront Trail: Update on Poplar Tree/Culvert Trail Repair Project and Request(s) for In-Kind and Re-Monumenting Support Bruce Lumpar & Dan Durow, The Dalles Riverfront Trail, Inc. *Video presentation of the project area on the Riverfront Trail, and further explanation of the material included in the meeting packet, followed by Commission questions fielded and replied to.*

ACTION ITEMS

1. May 8, 2024, Regular Session Meeting Minutes *M/G. Weast, S/S. Coburn; Motion passed unanimously*
2. May 2024 Financial Reports Commissioner Coburn *Stand as presented*
3. Strategic Initiatives & Priorities, Fiscal Year 2024-2025 *M/S. Coburn, S/G. Weast; Motion passed unanimously*
**Motion made with the expectation that a timeline will be provided with dates, names, etc. assigned to related tasks.*
4. Contribute a final amount of \$15,000.00 to The Dalles Riverfront Trail, Inc., for the Poplar Tree/Culvert Trail Repair Project on the Riverfront Trail, to include on or about \$4,000.00 for re-setting and recording the survey monuments for Port property lines, and to exclude legal fees for the Port's Attorney to prepare and record the applicable easement adjustment documentation (the Port will pay the legal fees directly) *M/M. Hanlon, S/J. Willer; Motion passed unanimously*
** Based on request for In-Kind and Re-Monumenting Support for The Dalles Riverfront Trail Poplar Tree/Culvert Trail Repair Project from Agenda Discussion Item and accordingly Port Staff Recommendation.*

REPORTS

1. Director's Report Executive Director Klaas *Stands as presented, plus that Mid-Columbia Fire & Rescue received a grant to undertake fire control, and the Chenoweth Creek Area appears to be on the list to be addressed.*
2. The Dalles Community Outreach Team Commissioner Weast *COT met and discussed their statement of purpose, which will hopefully create a little more direction and hold people accountable (a print copy of the statement was distributed to Commission & Staff). There is a trip tentatively scheduled to Washington, D.C. from the 9th of September for four days. The Port needs to rethink its land ask. Port, City and County are talking about hiring a grant writer.*
3. Columbia Gateway Urban Renewal Agency Board Commissioner Coburn *Reported that their meeting was finalizing four or five meetings in a row to revamp the agency's plan – what it can and can't do, what it should accomplish with a short amount of time and dollars left, so that the benefit to the community is maximized. Additionally, there is an area of downtown that is a safety issue, so there is a discussion to establish whether it is the City's responsibility or Urban Renewal's.*
4. Wasco County Economic Development Commission Executive Assistant Toepke *Highlighted her appreciation for the meeting being held at Wasco County Fairgrounds in Tygh Valley and learning about the improvements being made to the fairgrounds, buildings, facilities, and RV Park and Campgrounds.*
5. Dufur Commissioner Wallace *Baker Technical Institute (BTI) will offer onsite entry level training on heavy equipment this year for the kids. Crestline Construction hauled out 10-12 pieces of equipment at no charge to be used by the kids. There will be a demonstration day on June 26, 2024, from 6:30-8:30 p.m., with opportunities to try the simulators they use for virtual training. BTI is based out of Baker City, Oregon, they offer training in healthcare, construction, and a lineman program. The seismic update is still underway in the school gym, a new floor is going in. The grand opening of the school-based health center will be in August.*

UPCOMING MEETINGS/EVENTS *Stand as included in meeting packet.*

EXECUTIVE SESSION as allowed by ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions, and ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. *Media representatives are instructed not to report or disclose matters discussed in Executive Session None

COMMISSION CALL *Commissioner Hanlon continues to work diligently to get her housing development project to move forward as soon as possible. Commissioner Coburn announced that Duckwall Fruit has a board seat on Oregon Business & Industry (OBI) and they are looking for someone from Wasco County to serve on their advisory committee for regional solutions.*

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, *the meeting adjourned at 6:51 p.m.*

PORT OF THE DALLES:

ATTEST:

Robert Wallace, President
Board of Commissioners

John Willer, Secretary
Board of Commissioners

DATE APPROVED: July 10, 2024

Prepared by: Executive Assistant Toepke

PORT OF THE DALLES AGENDA ITEM

MEETING DATE	July 10, 2024
ACTION ITEM I-4.)	June 2024 Financial Reports <u>Commissioner Coburn</u>
STAFF RECOMMENDATION	Approve <u>June 2024 Financial Reports</u> as presented

Notable

- Savings
 - Oregon State Treasury Short Term Fund: 5.20%
 - First Interstate Bank Money Market: 5.33%
- Uncommon Fund Activity
 - General Fund
 - ❖ Income
 - Climate GM (280 Earth), Port property lease-Lot 9: \$2,980.00
 - Climate GM (280 Earth), Port property lease-Lot 25: \$3,125.00
 - ❖ Expense
 - Bicoastal Media, Radio Grad Salute: \$99.00
 - Columbia Gorge News LLC, Budget Hearing Notice: \$234.00
 - Dick, Dick & Corey, The Dalles Marina Concession Agreement 4th Amendment: \$2,138.00
 - John’s Waterproofing, 50% down on Port Administrative Office Basement renovation: \$19,518.98
 - Radcomp Technologies, computer hardware & software installation: \$1,851.49
 - Sergios Construction, Remaining owed from painting 2.5 floors of Port Administrative Office: \$9,773.00
 - Special Districts Association of Oregon, Work Session Consultant: \$2,271.00
 - The University of Oklahoma, Final in series of Economic Development Course for Staff: \$1,895.00
 - Marina Fund
 - ❖ Income
 - None
 - ❖ Expense
 - None
 - Port Development Fund
 - ❖ Income
 - City of Dufur, Final Loan Payment: \$39,310.00 (actual income: \$3,023.82 in interest)
 - Columbia Gorge Community College, Final Loan Payment: \$464,014.44 (actual income: \$15,691.31)
 - ❖ Expense
 - Rod Huante (Get ‘Er Done), Clear Port property (“Marina Park”) of brambles/brush: \$1,800.00

PORT OF THE DALLES
Balance Sheet by Class
As of June 30, 2024

	<u>General Fund</u>	<u>Marina Fund</u>	<u>Port Development Fund</u>	<u>Unclassified</u>	<u>TOTAL</u>
ASSETS					
Current Assets					
Checking/Savings					
FIB Checking					
General Fund	21,296.98	0.00	0.00	0.00	21,296.98
Marina Fund	0.00	1,275.11	0.00	0.00	1,275.11
Port Development Fund	0.00	0.00	46,993.12	0.00	46,993.12
Total FIB Checking	<u>21,296.98</u>	<u>1,275.11</u>	<u>46,993.12</u>	<u>0.00</u>	<u>69,565.21</u>
FIB Money Market					
General Fund	110,044.74	0.00	0.00	0.00	110,044.74
Marina Fund	0.00	1,011.05	0.00	0.00	1,011.05
Port Development Fund	0.00	0.00	60,213.67	0.00	60,213.67
Total FIB Money Market	<u>110,044.74</u>	<u>1,011.05</u>	<u>60,213.67</u>	<u>0.00</u>	<u>171,269.46</u>
LGIP					
General	1,770,135.27	0.00	0.00	0.00	1,770,135.27
Marina	0.00	197,721.69	0.00	0.00	197,721.69
Port Development	0.00	0.00	4,228,434.85	0.00	4,228,434.85
Total LGIP	<u>1,770,135.27</u>	<u>197,721.69</u>	<u>4,228,434.85</u>	<u>0.00</u>	<u>6,196,291.81</u>
Petty Cash	<u>66.28</u>	<u>28.48</u>	<u>55.24</u>	<u>0.00</u>	<u>150.00</u>
Total Checking/Savings	<u>1,901,543.27</u>	<u>200,036.33</u>	<u>4,335,696.88</u>	<u>0.00</u>	<u>6,437,276.48</u>
Total Current Assets	<u>1,901,543.27</u>	<u>200,036.33</u>	<u>4,335,696.88</u>	<u>0.00</u>	<u>6,437,276.48</u>
TOTAL ASSETS	<u><u>1,901,543.27</u></u>	<u><u>200,036.33</u></u>	<u><u>4,335,696.88</u></u>	<u><u>0.00</u></u>	<u><u>6,437,276.48</u></u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Credit Cards					
Mastercard-2556	704.00	0.00	-704.00	0.00	0.00
Total Credit Cards	<u>704.00</u>	<u>0.00</u>	<u>-704.00</u>	<u>0.00</u>	<u>0.00</u>
Other Current Liabilities					
Payroll Liabilities	341.96	0.00	0.00	0.00	341.96
Total Other Current Liabilities	<u>341.96</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>341.96</u>
Total Current Liabilities	<u>1,045.96</u>	<u>0.00</u>	<u>-704.00</u>	<u>0.00</u>	<u>341.96</u>

Cash Basis

PORT OF THE DALLES

Balance Sheet by Class

As of June 30, 2024

	<u>General Fund</u>	<u>Marina Fund</u>	<u>Port Development Fund</u>	<u>Unclassified</u>	<u>TOTAL</u>
Total Liabilities	1,045.96	0.00	-704.00	0.00	341.96
Equity					
Unrestricted Net Assets	1,385,010.15	254,837.72	3,832,821.27	0.00	5,472,669.14
Net Income	515,487.16	-54,801.39	503,579.61	0.00	964,265.38
Total Equity	<u>1,900,497.31</u>	<u>200,036.33</u>	<u>4,336,400.88</u>	<u>0.00</u>	<u>6,436,934.52</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,901,543.27</u></u>	<u><u>200,036.33</u></u>	<u><u>4,335,696.88</u></u>	<u><u>0.00</u></u>	<u><u>6,437,276.48</u></u>

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-GENERAL FUND
 July 2023 through June 2024

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	1,096,994.00	0.0%
Interest from Earnings	77,503.84	32,910.00	235.5%
Other Resources			
Grants	68,418.50	4,000,000.00	1.71%
Launch Ramp & Transient Moorage	3,060.00	3,000.00	102.0%
Leased Land & Facilities	102,027.80	60,000.00	170.05%
Loan Repayments			
Marina Fund			
Interest	7,235.34		
Principal	77,230.32		
Marina Fund - Other	0.00	84,466.00	0.0%
Total Marina Fund	<u>84,465.66</u>	<u>84,466.00</u>	<u>100.0%</u>
Total Loan Repayments	84,465.66	84,466.00	100.0%
Other Income	<u>6,616.34</u>	<u>15,000.00</u>	<u>44.11%</u>
Total Other Resources	264,588.30	4,162,466.00	6.36%
Previously Levied Taxes	15,392.60	5,000.00	307.85%
Property Taxes	475,799.29	430,251.00	110.59%
Transfer from Other Funds			
Port Development Fund	200,000.00	200,000.00	100.0%
Transfer from Other Funds - Other	0.00	808,068.00	0.0%
Total Transfer from Other Funds	<u>200,000.00</u>	<u>1,008,068.00</u>	<u>19.84%</u>
Total Income	<u>1,033,284.03</u>	<u>6,735,689.00</u>	<u>15.34%</u>
Gross Profit	1,033,284.03	6,735,689.00	15.34%
Expense			
Capital Outlay			
Launch Ramp & Transient Moorage	104.23	4,000,000.00	0.0%
Port Facilities	59,398.43	50,000.00	118.8%
Total Capital Outlay	<u>59,502.66</u>	<u>4,050,000.00</u>	<u>1.47%</u>
Material & Services			
Accounting & Audit	12,700.00	20,000.00	63.5%
Contracted Services	44,299.14	75,000.00	59.07%
Dues & Memberships			
Bank Fees	503.26		
Dues & Memberships - Other	13,752.78	30,000.00	45.84%
Total Dues & Memberships	<u>14,256.04</u>	<u>30,000.00</u>	<u>47.52%</u>
Insurance-Property & Liability	20,950.00	25,000.00	83.8%
Launch Ramp & Transient Moorage	16,203.74	25,000.00	64.82%

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-GENERAL FUND
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	% of Budget
Legal	14,498.00	20,000.00	72.49%
Maintenance-Supplies & Services	5,693.81	20,000.00	28.47%
Office Supplies & Equipment	11,566.80	12,000.00	96.39%
Travel, Education & Meetings	29,143.33	50,000.00	58.29%
Utilities	11,752.90	19,000.00	61.86%
Total Material & Services	<u>181,063.76</u>	<u>296,000.00</u>	<u>61.17%</u>
Personal Services			
Taxes & Benefits			
Insurance	56,851.05		
Payroll Tax Expense	14,863.32		
PERS	10,582.68		
Taxes & Benefits - Other	1,190.00	100,000.00	1.19%
Total Taxes & Benefits	<u>83,487.05</u>	<u>100,000.00</u>	<u>83.49%</u>
Wages & Salaries	<u>193,743.40</u>	<u>300,000.00</u>	<u>64.58%</u>
Total Personal Services	277,230.45	400,000.00	69.31%
Transfers & Contingency			
General Operating Contingency	0.00	100,000.00	0.0%
Transfer to Other Funds	0.00	1,300,000.00	0.0%
Total Transfers & Contingency	<u>0.00</u>	<u>1,400,000.00</u>	<u>0.0%</u>
Total Expense	<u>517,796.87</u>	<u>6,146,000.00</u>	<u>8.43%</u>
Net Ordinary Income	<u>515,487.16</u>	<u>589,689.00</u>	<u>87.42%</u>
Net Income	<u><u>515,487.16</u></u>	<u><u>589,689.00</u></u>	<u><u>87.42%</u></u>

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-MARINA FUND
 July 2023 through June 2024

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	337,157.00	0.0%
Interest from Earnings	13,664.45	10,115.00	135.09%
Other Resources			
Fire Emergency	23,036.59	1,500,000.00	1.54%
Total Other Resources	<u>23,036.59</u>	<u>1,500,000.00</u>	<u>1.54%</u>
Total Income	<u>36,701.04</u>	<u>1,847,272.00</u>	<u>1.99%</u>
Gross Profit	36,701.04	1,847,272.00	1.99%
Expense			
Capital Outlay			
Fire Emergency	7,036.77	900,000.00	0.78%
Total Capital Outlay	<u>7,036.77</u>	<u>900,000.00</u>	<u>0.78%</u>
Debt Service			
General Fund Loan Repayment	84,465.66	84,466.00	100.0%
Total Debt Service	<u>84,465.66</u>	<u>84,466.00</u>	<u>100.0%</u>
Transfers & Contingency	0.00	808,068.00	0.0%
Total Expense	<u>91,502.43</u>	<u>1,792,534.00</u>	<u>5.11%</u>
Net Ordinary Income	<u>-54,801.39</u>	<u>54,738.00</u>	<u>-100.12%</u>
Net Income	<u><u>-54,801.39</u></u>	<u><u>54,738.00</u></u>	<u><u>-100.12%</u></u>

Profit & Loss Budget vs. Actual-PORT DEVELOPMENT FUND

July 2023 through June 2024

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	2,089,343.00	0.0%
Interest from Earnings	192,365.69	62,680.00	306.9%
Other Resources			
Grants	0.00	4,000,000.00	0.0%
Land Sales & Contract Interest			
V&G			
Interest	3,595.23		
Principal	5,604.77		
Total V&G	9,200.00		
Land Sales & Contract Interest - Other	35,000.00	2,500,000.00	1.4%
Total Land Sales & Contract Interest	44,200.00	2,500,000.00	1.77%
Loan Repayments			
CGCC			
Interest	15,691.31		
Principal	448,323.13		
CGCC - Other	0.00	464,014.00	0.0%
Total CGCC	464,014.44	464,014.00	100.0%
City of Dufur			
Interest	3,023.82		
Principal	36,286.18		
City of Dufur - Other	0.00	42,225.00	0.0%
Total City of Dufur	39,310.00	42,225.00	93.1%
Total Loan Repayments	503,324.44	506,239.00	99.42%
Other Income	2,873.57	4,000,000.00	0.07%
Total Other Resources	550,398.01	11,006,239.00	5.0%
Transfer from Other Funds			
General Fund	0.00	1,300,000.00	0.0%
Total Transfer from Other Funds	0.00	1,300,000.00	0.0%
Total Income	742,763.70	14,458,262.00	5.14%
Gross Profit	742,763.70	14,458,262.00	5.14%
Expense			
Capital Outlay			
Land Acquis, Develop & Improve	0.00	9,000,000.00	0.0%
Total Capital Outlay	0.00	9,000,000.00	0.0%
Material & Services			
Accounting & Audit	0.00	15,000.00	0.0%
Contracted Services	2,115.00	200,000.00	1.06%

PORT OF THE DALLES
Profit & Loss Budget vs. Actual-PORT DEVELOPMENT FUND
 July 2023 through June 2024

	Jul '23 - Jun 24	Budget	% of Budget
Land Sale Costs	0.00	150,000.00	0.0%
Legal	1,979.50	15,000.00	13.2%
Travel, Market Promo & Meetings	20,089.59	25,000.00	80.36%
Total Material & Services	<u>24,184.09</u>	<u>405,000.00</u>	5.97%
Special Payments			
Other Partnership Projects	15,000.00	2,000,000.00	0.75%
Total Special Payments	<u>15,000.00</u>	<u>2,000,000.00</u>	0.75%
Transfers & Contingency			
General Operating Contingency	0.00	200,000.00	0.0%
Transfer to Other Funds			
General Fund	0.00	200,000.00	0.0%
Transfer to Other Funds - Other	200,000.00		
Total Transfer to Other Funds	<u>200,000.00</u>	<u>200,000.00</u>	100.0%
Total Transfers & Contingency	<u>200,000.00</u>	<u>400,000.00</u>	50.0%
Total Expense	<u>239,184.09</u>	<u>11,805,000.00</u>	2.03%
Net Ordinary Income	<u>503,579.61</u>	<u>2,653,262.00</u>	18.98%
Net Income	<u><u>503,579.61</u></u>	<u><u>2,653,262.00</u></u>	18.98%

MEETING DATE July 10, 2024

REPORT ITEM J-1.) Director's Report Executive Director Klaas

Office

- Port Staff continue to address recovery from the water in the Port Administrative Office Basement (boardroom):
 - John's Waterproofing has completed the installation of the drainage system and the electrical upgrades for the pumps.
 - Next steps are sheetrock July 8-12th; following that will be painting and installing new carpet.
 - An Owl video conferencing camera/speaker plus a flat screen display will be installed in the meeting room once everything else is done.
- Rod Huante of Get 'Er Done continues to remove invasive blackberry thickets from the spit of Port land located between the commercial boat dock and The Dalles Marina. These bushes are both a fire hazard as well as an inviting location for unsanctioned camping. Some hand trimming was also done to remove gorse and other types of undergrowth. This work will be completed this summer.
- Sergio Construction has finished repainting both the main floor and the second floor of the office. Once the waterproofing project is complete the basement will be repainted.
- Oregon Public Ports Association (OPPA) will be holding their annual conference in The Dalles this year, September 26-27. Port Staff have been working as the event organizer on the hotel, dinner and meeting space for the event. This has also given staff the opportunity to do outreach and meet with businesses and tour some of our local properties and attractions.
- This past week we have had some irrigation repairs done to ensure the landscaping is getting enough water. One control valve and one sprinkler head were replaced, and we did have the landscapers do an irrigation survey to make sure the plants are getting enough water.
- Executive Director Klaas attended the Oregon Manufacturing Extension Partnership (OMEP) [Ready or Not](#) manufacturing simulation demonstration at Columbia Gorge Community College (CGCC). This was attended by about 40 people from all over Oregon. The simulation focuses on strategic thinking, team building, and ways to grow a manufacturing company. The Dalles simulation was based on a company that made standup paddle boards. Teams were hit with various economic, production, supply chain, etc. problems, and in a short time had to make business decisions for the company to keep it profitable or recover from a crisis. The OMEP has a wide variety of resources to help small to large manufactures. OMEP has a lot of experience helping companies set up more efficient product lines, develop LEAN manufacturing processes, and can help with business and finance strategies.
- Executive Director Klaas met with the [Pacific Northwest Waterways Association](#) (PNWA) to talk about ways the Port of The Dalles and PNWA can work together on issues related to the Columbia River, increasing Columbia River utilization and grant opportunities for The Dalles Marina Boat Launch Ramp improvement project.
- The Port entered three, month-to-month lease agreements with Climate GM/280 Earth for lots 8, 9, and 25. The Port will be receiving \$10,580.00 monthly for these three leases.
- The Port changed its health insurance broker of record to Shanon Saldivar Insurance, LLC.
- There are legislative changes that need to be incorporated into the Port's Employee Handbook. Special Districts Association of Oregon (SDAO) sent out a handbook template to use. Port Staff is in the process of customizing that handbook to meet the Port's needs.
- The annual audit has started this month. Due to a change at the State level, the Port can now use the Agreed Upon Procedures (AUP) format, which would simplify our audit process, but we will not be making that change this year. The State of Oregon was tardy in getting out the details of how this would work to the Auditor's, so we will continue to use our current audit process for this year, then move to the AUP format for Fiscal Year 2024-2025.

The Dalles Marina

- The 4th Amendment of the Concession Agreement for the private (gated) area of The Dalles Marina that leases spaces for long term boat moorage and boathouses, has been completed and signed by all parties. This extends the concession agreement for one year, ending June 30, 2025.
- There have been some issues at the launch ramp restrooms this past month. The locks and hinges appear to have been vandalized on both doors which caused the doors to stick closed. The Port closed and locked both bathrooms and installed two portable toilets (one ADA accessible) while arriving at a solution. Working with Ernie's Locksmith and Bob's Glass, the solution appears to be installing new doors and door frames. Bob's Glass is handling this project.

- Staff is planning how the matching grant of \$10,000.00 from 'Experience Mt. Hood and the Gorge' will be invested for improvements to 'The Dalles Marina Public Boat Launch Ramp'. Likely the majority will be spent on repairs to the boat launch ramp docks and the replacement of the bathroom doors and frames mentioned in the previous point.
- The Drain Raider Pro Team Series [Drain Raider Pro Team Series](#) held their second event at The Dalles Marina on June 22-23, 2024, with sponsorship and support of The Dalles Area Chamber of Commerce (and local businesses). The Drain Raider Pro Team Series is a 2-day combined weight team tournament (bass). There are 4 events, all being held at The Dalles Marina (3rd: July 13-14, 2024; and 4th: August 24-25, 2024); with the championship on October 5-6, 2024, in Boardman, Oregon.
- The Washington Department of Fish & Wildlife's (WDFW) Northern Pikeminnow Sport Reward Program began in early May; two fishermen have opted to extend their stay through the middle of July to continue fishing. As the weather increasingly gets hotter, at some point, the WDFW's weight station will move from the Marina parking lot down to Riverfront Park where there is shade.
- Port Staff continues to tag abandoned travel trailers and overnight campers for towing from the parking lot, and trespass and cleanup unsheltered campers from the east side beach between the Marina jetty and Riverfront Park.

Other

- Following this report find the Oregon Department of Agriculture's updated 2024 Top 20 Agricultural Commodities

Oregon releases updated Top 20 Agricultural Commodities

From: Oregon Department of Agriculture <ODA@public.govdelivery.com>

Sent: Tue, Jun 18, 2024 at 3:19 pm

To: admin@portofthedalles.com

Having trouble viewing this email? [View it as a Web page.](#)



News Release: June 18, 2024

Oregon releases updated Top 20 Agricultural Commodities

The Oregon Department of Agriculture has released its 2024 Top 20 Commodities Posters and Agricultural Statistics Brochures, based on values and estimates from the 2022 crop year.

Oregon's nursery and greenhouse industry remains the leading agricultural commodity in the state, with a value of \$1.22 billion in 2022. Cattle and calves remained in the second position and had a value of production totaling \$791.5 million in 2022, up 17 percent from 2021. Historically, greenhouses, nurseries, cattle, and calves remain two of Oregon's top commodities by value.

Hay and milk each increased one position from the previous year to third and fourth in state rankings, respectively. Grass seed ranked fifth with an estimated value of \$639.1 million in 2022. Most of the grass seed acreage is in the Willamette Valley, the "grass seed capital of the world."

Nationally Oregon ranks No. 1 for the production of hazelnuts, Christmas trees, rhubarb, crimson clover seed, orchard grass seed, fescue seed, ryegrass seed, red clover seed, sugar beet for seed, and white clover seed.

Although these rankings represent the top 20 agriculture commodities in Oregon, it is important to recognize the diversity of Oregon agriculture's ability to produce more than 225 commodities across the state, each of which brings value to the state's economy.

The newly released statistics are primarily from USDA NASS in collaboration with Dave Losh, Oregon State Statistician. The Oregon Department of Agriculture, Oregon Department of Fish and Wildlife, Oregon Wine Board, and the Oregon grass seed industry also provided estimates.



OREGON AGRICULTURE TOP 2024

Based on 2022 data & estimates of value of production from the USDA National Agricultural Statistics Service, Oregon Department of Agriculture, Oregon State University, Oregon Wine Board, and Oregon Department of Fish & Wildlife. This is not a ranking compared to other U.S. states. More stats online: <https://oda.direct/AgStats> info@oda.oregon.gov • Created 6/2024

Rank	Commodity	Value-Dollar
1.	Greenhouse & nursery	*\$1,219,899,000
2.	Cattle & calves	\$791,505,000
3.	Hay	\$785,455,000
4.	Milk	\$724,900,000
5.	Grass seed	**\$639,100,000
6.	Wheat	\$431,259,000
7.	Grapes for wine	***\$330,000,000
8.	Potatoes	\$265,740,000
9.	Onions	\$226,463,000
10.	Blueberries	\$182,785,000
11.	Christmas trees	\$167,341,000
12.	Eggs	\$140,104,000
13.	Hazelnuts	\$100,750,000
14.	Pears	\$90,752,000
15.	Corn, grain	\$89,586,000
16.	Hops	\$85,105,000
17.	Industrial hemp	\$73,869,000
18.	Sweet cherries	\$68,282,000
19.	Apples	\$40,753,000
20.	Dungeness Crab	****\$31,442,000

*ODA estimate, **Oregon seed industry estimate, ***Oregon Wine Board estimate, ****ODFW estimate

Download the Top 20 Oregon Agricultural Commodities poster.

English: oda.direct/Top20

Spanish: oda.direct/Top20SPA

Download Oregon Agricultural Statistics brochure.

English: oda.direct/AgStats

Spanish: oda.direct/AgStatsSPA

Find publications with Oregon agricultural data from [USDA NASS online](http://www.nass.usda.gov).