PORT OF THE DALLES COMMISSION
Regular Session Meeting Minutes
Wednesday, October 14, 2026, 5:30 p.m.
Port Administrative Office
3636 Klindt Drive, The Dalles, Oregon

CALL TO ORDER The Regular Session Meeting of the Port Commissioners was called to order by *Commission President Coburn at 5:30 p.m.*

ROLL CALL Executive Assistant Toepke

- COMMISSION Staci Coburn, President; Greg Weast, Vice-President; Jill Amery, Treasurer; John Willer, Secretary; Ed DeVlaeminck, Assistant Secretary-Treasurer
- STAFF Andrea Klaas, Executive Director; Jennifer Toepke, Executive Assistant/Bookkeeper
- LEGAL Bill Dick, Attorney, Dick, Dick & Corey, LLP
- GUESTS Jacob Anderson, Economic Development Officer, City of The Dalles

PLEDGE OF ALLEGIANCE *Vice-President Weast*

AGENDA CORRECTIONS OR ADDITIONS *Executive Director Klaas added under Director's Report, Annex 1., an email response to Mr. Hoefer, Commodore, The Dalles Yacht Club*

PUBLIC COMMENT OR QUESTION *None*

COMMUNITY PARTNER PRESENTATION *Jacob Anderson, Economic Development Officer, City of The Dalles*
Economic Development Officer Anderson provided an overview of The Dalles' economic conditions, downtown revitalization efforts, and ongoing urban renewal projects. Key challenges include an aging housing and commercial building inventory, housing affordability, redevelopment costs, and limited available industrial land. The local economy continues to demonstrate strength, with approximately 4% annual wage growth over the past decade, supported in part by significant data center and industrial investments.

Several downtown improvement initiatives were highlighted, including the $7 million First Street Streetscaping Project, the $5 million Federal Street Plaza, brownfields assessment and cleanup efforts, and incentives for building improvements and upper-floor residential development. The proposed Basalt Commons project is expected to add 116 residential units downtown.

Additional business retention and expansion incentives are being explored, including assistance with commercial system development charges. Work is also underway with University of Oregon student interns to develop strategies for attracting and retaining downtown businesses.

With urban renewal scheduled to sunset in 2030, the focus remains on maximizing available funds to complete priority projects, encouraging private investment, and establishing a sustainable downtown economy. The importance of continued coordination between the City and Port regarding industrial land availability, infrastructure investments, business development, and long-term economic growth was also discussed.

DISCUSSION ITEMS *None*

CONSENT ITEMS *Motion to accept as presented: M/E. DeVlaeminck, S/G. Weast, Motion passed unanimously. Voted Yes: S. Coburn, G. Weast, J. Amery, J. Willer, E. DeVlaeminck Voted No: None; Abstained: None*

1. September 9, 2026, Regular Session Meeting Minutes Executive Assistant Toepke
2. September 9, 2026, Strategic Planning Workshop Minutes Executive Assistant Toepke
3. Strategic Planning Workshop Projects Executive Director Klaas

ACTION ITEMS *None*

REPORTS

1. Director's Report Executive Director Klaas *Stands as included in meeting packet, plus Executive Director Klaas highlighted the current Port property status: Lots 8, 9, 10, 25 on River Trail Way and 3801 Klindt Drive, totaling 9.13 acres are all leased, leaving lots 1, 2 & 6 totaling 6.26 acres, available for lease. All Port lots listed are still for sale. Additional property matters are scheduled for discussion in Executive Session. Northern Wasco County Parks and Recreation District have been facilitating installation of signage along the Riverfront Trail that has a QR Code providing audio guided information/stories about the history of The Dalles and Columbia River, creating an additional educational and tourism opportunity for visitors. The Port participated by installing one of the marker signs next to our wayfinding sign, located at the Riverfront Trail head on the west side of the POTD Marina Parking Lot.*
2. Financial Report: September 2026 Bookkeeper Toepke *Stands as included in meeting packet.*
3. The Dalles Community Outreach Team Executive Director Klaas *Stands as included in meeting packet, plus Executive Director Klaas highlighted the establishment of a connection with the Portland Coast Guard District during recent meetings in Vancouver, Washington, that were put on by the U.S. Department of Transportation Maritime Administration (MARAD), which are an opportunity to strengthen that relationship and support future Port projects. The collaborative efforts of the team and CFM Advocates were acknowledged, and the meeting discussion emphasized the importance of translating the Washington, D.C. meetings and site visits into meaningful follow-up assistance and tangible progress on identified projects.*
4. Columbia Gateway Urban Renewal Agency Board Commissioner Amery *Commissioner Amery commented on the great job that Mr. Anderson did on giving the Urban Renewal recap in his presentation. Adding that Mr. Anderson is a great addition to the Urban Renewal group, bringing energy and knowledge.*
5. Wasco County Economic Development Commission Executive Assistant Toepke *No meeting, no report.*

REGULAR SESSION RECESSED AT *6:21 p.m.* & EXECUTIVE SESSION COMMENCED AT *6:21 p.m.*

EXECUTIVE SESSION Pursuant to ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions **Media representatives are instructed not to report or disclose matters discussed in Executive Session*

EXECUTIVE SESSION ADJOURNED AT *6:33 p.m.* & REGULAR SESSION RECONVENED AT *6:33 p.m.*

ACTION FROM EXECUTIVE SESSION *Motion directing Executive Director Klaas to work with Legal Counsel Dick on the Real Estate Purchase and Sale Agreement as presented: M/J. Willer, S/J. Amery, Motion passed unanimously. Voted Yes: S. Coburn, G. Weast, J. Amery, J. Willer, E. DeVlaeminck Voted No: None; Abstained: None*

UPCOMING MEETINGS/EVENTS *Stands as included in meeting packet, plus Executive Director Klaas added that November's meeting should have been on the 11th, but that is Veteran's Day, so accordingly the meeting was moved to the 18th. Additionally, December's meeting will be shorter, followed by Christmas Dinner.*

COMMISSION CALL None

ADJOURN There being no further business to come before the Port Commission, *the meeting adjourned at 6:36 p.m.*

PORT OF THE DALLES:

Staci Coburn, President
Board of Commissioners

ATTEST:

John Willer, Secretary
Board of Commissioners

DATE APPROVED: November 18, 2026
Prepared by: Executive Assistant Toepke