

# NEWS

3636 Klindt Drive, The Dalles, OR 97058  
Contact: Andrea Klaas

Phone: 541.298.4148  
[www.portofthedalles.com](http://www.portofthedalles.com)

FOR IMMEDIATE RELEASE  
Contact: Andrea Klaas

Date: March 13, 2020

## Port of The Dalles Commission to Hold Meeting

The Port of The Dalles Board will hold a regular Board of Commissioners Meeting on Wednesday, March 18, 2020 at 7:00 p.m., at the Port Administration Office, 3636 Klindt Drive, The Dalles, Oregon. The Port Commissioners and Staff will dine at Bargeway Pub prior to the meeting.

The main topics addressed in the meeting will be:

- Budget Resolution No. 20-001 Supplemental Budget
- Budget Resolution No. 20-002 Budget Transfers
- Executive Session: Property Discussion
- General Port Business
- Staff & Committee Reports



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

## **March 18, 2020 Meeting Agenda - Port Office**

### **A. ROLL CALL**

Present:

Absent:

### **B. PLEDGE OF ALLEGIANCE**

### **C. AGENDA CORRECTIONS or ADDITIONS**

### **D. OPEN PUBLIC HEARING: SUPPLEMENTAL BUDGET**

- To discuss the proposed supplemental budget with interested persons

### **E. VISITOR BUSINESS (For items not already on the agenda – 10 minutes)**

1. Yvonne Pepin-Wakefield: Beach Clean-up Request (brush/bramble)
2. Jon Chavers & Kate Pooler: The Dalles Riverfront Dog Park Proposal

### **F. PORT CALENDAR/MEETINGS/EVENTS**

- April 10, 2020 - Columbia Gorge Regional Airport Tour
- April 15, 2020 - 2021 Planning Work Session
- April 15, 2020 - Port Commission Meeting
- May 13, 2020 - Port Commission Meeting
- May 14, 2020 - Budget Committee Meeting

### **G. CLOSE PUBLIC HEARING: SUPPLEMENTAL BUDGET**

**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. ACTION REQUIRED FROM EXECUTIVE SESSION**

H-1:

**J. ACTION ITEMS:**

1. Approve February 12, 2020 Regular Meeting Minutes
2. Approve January 2020 Financial Reports
3. Approve February 2020 Financial Reports
4. Approve & Adopt Resolution No. 20-001 Supplemental Budget
5. Approve & Adopt Resolution No. 20-002 Budget Transfers

**K. DISCUSSION ITEMS:**

1. COT, Washington DC Community Outreach Program Recap
2. The Dalles Buildable Lands Inventory Update

**L. REPORTS**

1. Staff Report
2. Committee Reports
  - Community Outreach Team: Commissioner Weast/Executive Director Klaas
  - Wasco County Economic Development: Commissioner Courtney
  - Urban Renewal: Commissioner Coburn
  - Dufur: Commissioner Wallace
  - Chamber of Commerce: Commissioner Griffith

**M. 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.*

**N. ACTION REQUIRED FROM EXECUTIVE SESSION**

**O. COMMISSION CALL**

- Commissioner Weast
- Commissioner Courtney
- Commissioner Coburn
- Commissioner Wallace
- Commissioner Griffith

## PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 18, 2020

Subject: E-1.) VISITOR BUSINESS

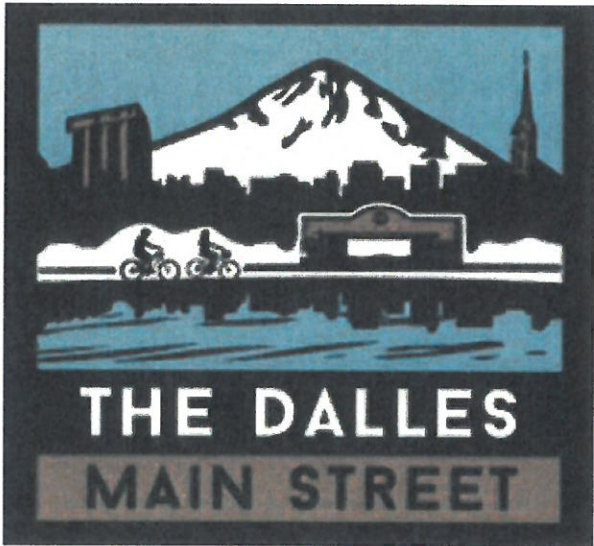
1. Yvonne Pepin-Wakefield: Beach Clean-Up Request (brush/bramble)

## PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 18, 2020

Subject: **E-2.) VISITOR BUSINESS**

2. Jon Chavers & Kate Pooler: The Dalles Riverfront Dog Park Proposal



# The Dalles Riverfront Dog Park

03.11.2020

Jon Chavers, Project Manager

Kate Pooler, Project Manager

The Dalles Riverfront Dog Park

## Overview

Our vision is to create a welcoming atmosphere for our dog loving community and guests of our town, The Dalles, OR. In the area that we are requesting to create a dog off leash area (DOLA), we would have a large open area subdivided for all types of dogs and owners to come and exercise while feeling part of the downtown area. Partnered with The Dalles Main Street Program 501(c)3, we hope to achieve an inclusive downtown with local businesses and community members.

## Goals

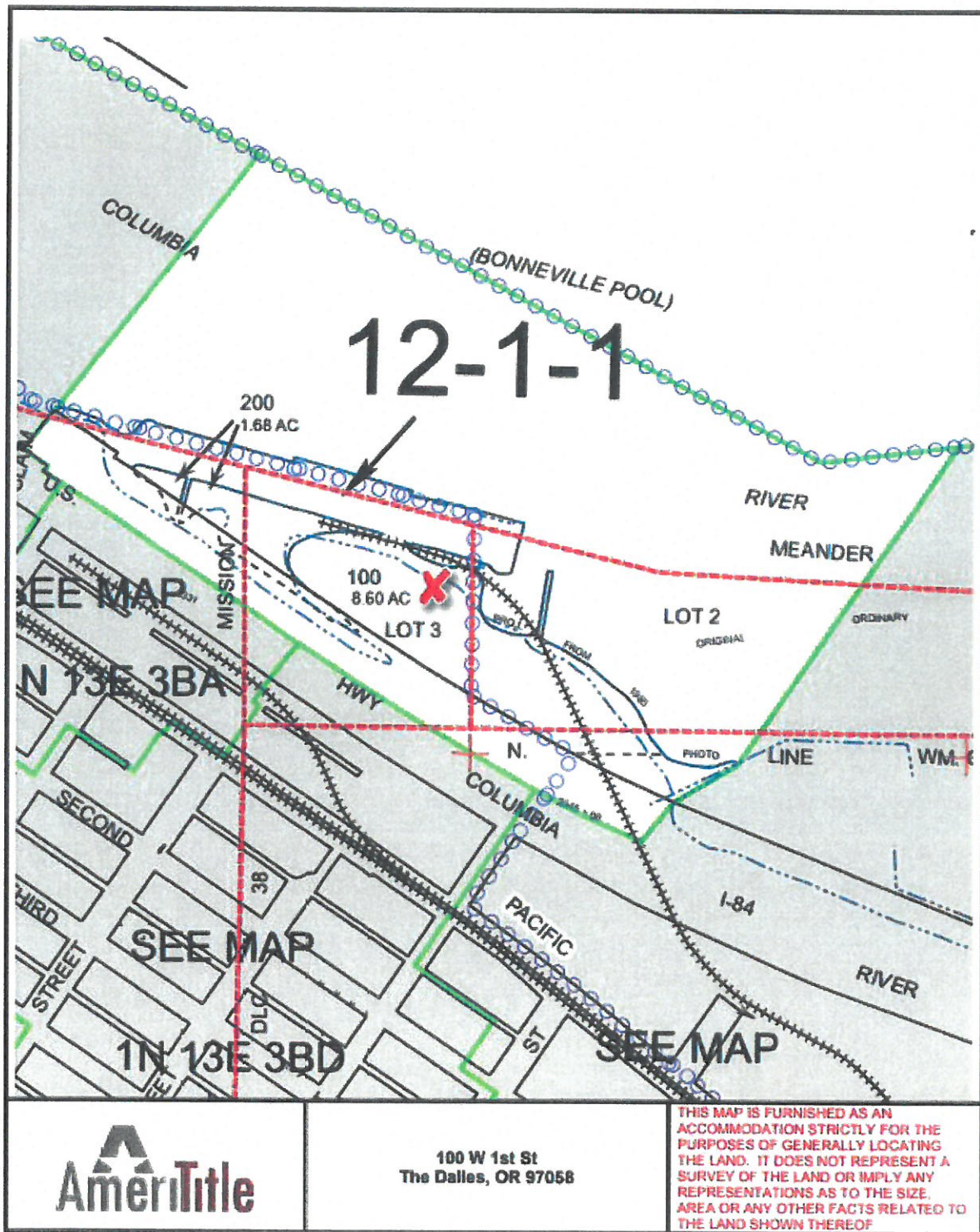
1. Create and sustain a DOLA along the Riverside Trail in the downtown area of The Dalles, OR.
2. Within the proposed property, 5 separate areas; large breed, small breed (under 30lbs.), senior (7+ years), puppy (4-12 months), and an agility course. Rules and Regulations posted at each area.
3. Dog owner amenities: benches, picnic tables, community board and possible restrooms.

## Specifications: Area

The area of our proposed park is along the current Riverfront Trail, between The Dalles Ferry and The Dalles Marina. In public records it is documented as Tax Lot 1N 13E 100, Account Number: 16436, Tax Payer: Port of The Dalles, Calculated Acres: 5.590, Assessed Value Regular (AVR) \$5,640, Market Portion BMAV + EAV (MAVMK) \$5,809

Property Profile: Prepared For: Brian Lauterbach, Windermere Real Estate Columbia River Gorge. Prepared by: Sheri Magill

- General Information:
  - Property Address: 100 W 1st, THE DALLES, OR 97058
  - Alternate Property #: 01N13 E03 00100 00
  - Property Description: SECTION 3 TOWNSHIP 1N 13E 00100 00
  - Property Category: Land &/or Buildings
  - Status: Active, Locally Assessed
  - Tax Code Area: 1211



Please see Index for complete title work.



## Current Area:

The proposed area is overgrown with local flora; blackberries, brush and branches from numerous seasons of non-use. There is also man-made trash from passerby's and the highway in close proximity. This would have to be cleared and measured for accurate estimates from local companies fencing and equipment. All estimates for material are proximal since the exact footage for fencing and gates cannot be determined at this time. All fields left blank were done so intentionally due to awaiting email quotes.

## Milestones

- Phase 1:
  - To gain access to the property to determine soil/water conditions, address safety concerns for local flora (natural vs. invasive), determine wildlife usage, plan and map materials needed for fencing.
  - Create a work party to clear out litter, blackberry brambles and agreed upon local flora with local volunteers.
  - Create a service road to allow vehicle access to proposed property for hauling materials needed for projects.
  - Set up a habitat fence line to allow flux and flow of the river and protect wildlife. There would be single gates to allow access for clean up complete with posted signs "Habitat Restoration Please Keep Out".
  - Set up a "General" area for all dogs, later subdivided for an agility course.
    - Double gates
    - Sanitation stations (with bags and garbage cans)
    - Welcome and Rules of the Park signs
  - Depending on accessibility, possible porta potties.
  - Open DOLA

## Milestones (cont)

- **Phase 2:**
  - Create "Small Dog" (under 30lbs.) area.
    - Double gate
    - Sanitation station (with bags and garbage can)
    - Rules and Restrictions sign.
- **Phase 3:**
  - Create "Senior Dog" and "Puppy" areas.
    - Double gates
    - Sanitation station (with bags and garbage can)
    - Rules and Restrictions signs.
- **Phase 4:**
  - Create Agility Course area
    - Isolate a portion of the "General" area
    - Double gate
    - Sanitation station (with bags and garbage can)
    - Install agility course equipment
  - Create seating for community members complete with benches, picnic tables, garbage cans and a community board.

## Financial

All estimates for material are proximal since the exact footage for fencing and gates cannot be determined at this time. All fields left blank were done so intentionally due to awaiting email quotes.

**1 Year Plan:** To complete Phase 1 and Phase 2: \$9,278.13-\$12,201.50

**5 Year Plan:** To complete Phase 3-Completion: \$9,704.22-\$18,547.89

### ● Phase 1: Basic Park

- Entrance:
  - Welcome sign:
    - N.O.F. Inc.: \$866.00
    - Wildwood Playgrounds: \$234.00\*\*
  - Paved walk way: (883cuft (88.5sqft)) \$221.25-\$354.00
  - Clearing brush/overgrowth: Community volunteers
- Habitat fence line w/4 gates (934 In ft): \$4,189.43-\$4,451.42
- 4 "Habitat Restoration: Please Keep Out" signs:
- Large area for all dogs (4500sqft): \$1,626.57-\$2,095.27
  - Sanitation stations complete with bags: 2 for Large area
    - DogWasteDepot: \$229.99-\$167.99\*
    - N.O.F. Inc.: \$246.00-\$318.00
    - Wildwood Playgrounds: \$332.00\*\*
    - Dog-on-it-parks.com: \$295.00\*\*
  - Garbage cans: 1 at Entrance
    - DogWasteDepot: \$119.99-\$99.99\*
    - Wildwood Playgrounds: \$701.00\*\*
    - Dog-on-it-parks.com: \$685.00
    - Home Depot: \$61.78-\$109.97
  - Park Rule sign:
    -
- Porta Potties:
  - Columbia River Affordable Portables: \$515.00 monthly
  - Gogpsi.com: \$474.00 monthly

### ● Phase 2:

- Small dog (under 30lbs.) area (2700sqft): \$1,453.35-\$1,887.81
  - Sanitation stations complete with bags: 1 for Small area
    - DogWasteDepot: \$229.99-\$167.99\*
    - N.O.F. Inc.: \$246.00-\$318.00

- Wildwood Playgrounds: \$332.00\*\*
  - Dog-on-it-parks.com: \$295.00\*\*
- Garbage cans: 1 additional
  - DogWasteDepot: \$119.99-\$99.99\*
  - Wildwood Playgrounds: \$701.00\*\*
  - Dog-on-it-parks.com: \$685.00
  - Home Depot: \$61.78-\$109.97
- Rules and weight restriction sign:

### ● Phase 3:

- Senior dog area (2700sqft): \$1,453.35-\$1,887.81
  - Sanitation stations complete with bags: 1 Station
    - DogWasteDepot: \$229.99-\$167.99\*
    - N.O.F. Inc.: \$246.00-\$318.00
    - Wildwood Playgrounds: \$332.00\*\*
    - Dog-on-it-parks.com: \$295.00\*\*
  - Garbage cans:
    - DogWasteDepot: \$119.99-\$99.99\*
    - Wildwood Playgrounds: \$701.00\*\*
    - Dog-on-it-parks.com: \$685.00
  - Age restrictions sign:
- Young/puppy area (2700sqft): \$1,453.35-\$1,887.81
  - Sanitation stations complete with bags:
    - DogWasteDepot: \$229.99-\$167.99\*
    - N.O.F. Inc.: \$246.00-\$318.00
    - Wildwood Playgrounds: \$332.00\*\*
    - Dog-on-it-parks.com: \$295.00\*\*
  - Garbage cans:
    - DogWasteDepot: \$119.99-\$99.99\*
    - Wildwood Playgrounds: \$701.00\*\*
    - Dog-on-it-parks.com: \$685.00
    - Home Depot: \$61.78-\$109.97
  - Rule and age restrictions sign:

### ● Phase 4:

- Agility course w/double gates (1410sqft): \$635.43-\$665.27
  - Sanitation stations complete with bags:
    - DogWasteDepot: \$229.99-\$167.99\*
    - N.O.F. Inc.: \$246.00-\$318.00
    - Wildwood Playgrounds: \$332.00\*\*

- Dog-on-it-parks.com: \$295.00\*\*
  - Garbage cans:
    - DogWasteDepot: \$119.99-\$99.99\*
    - Wildwood Playgrounds: \$701.00\*\*
    - Dog-on-it-parks.com: \$685.00
    - Home Depot: \$61.78-\$109.97
  - Obstacles:
    - Wildwood Playgrounds: \$3,299.00-\$7,249.00\*\*
- Owner Area:
  - Benches:
    - Dog-on-it-parks.com: \$650.00\*\*
    - N.O.F. Inc.
      - 6Ft: \$346.00-\$372.00
      - 8ft: \$370.00-\$396.00
  - Picnic tables:
    - N.O.F. Inc.
      - 6ft: \$599.00-\$625.00
      - 8ft: \$632.00-\$658.00
  - Garbage cans:
    - DogWasteDepot:\$119-\$99.99\*
    - Wildwood Playgrounds: \$701.00\*\*
    - Dog-on-it-parks.com: \$685.00
    - Home Depot: \$61.78-\$109.97
  - Community Board:

(\*) Bulk Savings Available

(\*\*) Packages Available

## Current Donations:

1. Josh Thompson - Wasco County Soil and Water Conservation District
  - a. \$15,000.00

## Fundraising:

We understand that the current donation(s) that we have will not be sufficient to sustain our DOLA. With the assistance of The Dalles Main Street Program 501(c)3, we hope to continue our fundraising with their assistance from local businesses, community outreach, and other means to raise the funding. As previously stated under Milestones and Financial subtitles; we are hoping for volunteers to do most of the labor for construction and clearing out of the local flora. There are many people who have shown interest in assisting the progress of our DOLA as well as Northern Wasco Parks and Recreation.

## Insurance

Spending weeks dedicated to finding an insurance provider that would cover liability and property for the DOLA, has proved to be a challenge. We have reached out to the major corporations as well as local providers in The Dalles with some leads. As of current date we are still awaiting to hear from most of them via email. We are continuing our due diligence in finding coverage to protect ourselves and our community.

## Environmental Impact

We have reached out to our local community college, Columbia Gorge Community College, to see if their Environmental Science Department can assist us with an Environmental Survey, ensuring the safety of our local wildlife residents on the riverfront. We are currently awaiting their reply.

## Resources:

Material estimates: <https://www.consolidatedfenceinc.com/chain-link/cl-calculator/>  
<https://www.yourfencestore.com/cl/clcostresult.asp>  
<https://www.homedepot.com/>  
<https://www.reevescc.com/asphalt-calculator/>  
<https://www.greatdayimprovements.com/asphalt-vs-concrete-driveways.aspx>  
[http://www.dogparkproduct.com/downloads/barkpark\\_catalog.pdf](http://www.dogparkproduct.com/downloads/barkpark_catalog.pdf)  
<http://thestantonfoundation.org/?tok=1bf5e1c6&redir=http%3A%2F%2Fthestantonfoundati%2Fon.org%2Fcanine%2F>  
<https://oregonstateparks.org/index.cfm?do=v.page&id=79>  
<https://www.animallaw.info/article/designing-model-dog-park-law>  
<https://nationaloutdoorfurniture.com/search.html?q=DP+PSA>

Attached:

Windermere Real Estate Columbia River Gorge Title Work

Equipment spreadsheet for pricing

Home Depot spreadsheet for pricing

Cost breakdown for each phase



## Property Profile

Prepared For:  
Brian Lauterbach  
Windermere Real Estate Columbia River Gorge

Property Address:  
100 W 1st St, The Dalles, OR 97058  
Property Parcel Number:  
01N13E03-100

### Includes the following:

- Last Vesting Document
- Tax Information
- Plat Map

Prepared by:  
Sheri Magill

Please email your customer service requests to [thedalles@amerititle.com](mailto:thedalles@amerititle.com)

**Serving Gilliam, Sherman and Wasco Counties!**

The following information is provided at no cost and is for informational purposes only. This report is based on a search of our tract indexes of the county records. This is not a title or ownership report and no examination of the title to the property described has been made. For this reason, the company assumes no liability for any errors or omissions contained herein.



Contract Dept. No.21724-H #44061 ~  
UNION PACIFIC RAILROAD COMPANY  
TO  
PORT OF THE DALLES  
Bargain and Sale Deed  
Filed for Record Jan. 3, 1938 at 4:11 P. M.

KNOW ALL MEN BY THESEPRESENTS, That UNION PACIFIC RAILROAD COMPANY, a corporation organized under the laws of the State of Utah in consideration of the sum of Two Thousand Five Hundred Eighty Dollars (\$2,580.00) to it paid by the PORT OF THE DALLES, a municipal corporation of the State of Oregon, has bargained and sold and by these presents does grant, bargain, sell and convey unto the said PORT OF THE DALLES, its successors and assigns, all the following bounded and described real property situated in the County of Wasco, State of Oregon, to-wit:

Beginning at the southeast corner of Block Twenty-three (23), of Laughlin's Addition to Dalles City, commonly known as The Dalles,; thence running in a northeasterly direction and tracing the most easterly side of said Block 23 to the Northeast corner thereof; thence in a northwesterly direction along the most northerly line of Blocks Twenty-three, Seventeen and Sixteen (23, 17 and 16) of said Laughlin's Addition, including the intersecting streets of Monroe, Madison and Jefferson, to the most easterly line of Block Seven (7) of said Laughlin's Addition; thence northeasterly on the most easterly line of said Block 7 to the northeast corner thereof; thence northwesterly along the most northerly line of Blocks Seven, Six and One (7, 6 and 1) of said Addition and including the intersecting streets of Laughlin and Federal, to the north line of the Wm. C. Laughlin Donation Land Claim; thence east on said north line to a point One Hundred Forty Feet (140') east of the southeast corner of Government Lot Two (2), Section Three, Township One North, Range Thirteen East of the Willamette Meridian, (Sec. 3, T. 1 N, R 13 E.W.M.); thence south to the easterly line of Taylor Street in Dalles City extended in a northeasterly direction; thence southwesterly along said easterly line of Taylor Street extended to an intersection with the most southerly line of said Block 23 of said Laughlin's Addition extended in a southeasterly direction; thence northwesterly along the said most southerly line of said Block 23 extended to the point of beginning, being all situated in Section Three, Township One North, Range Thirteen East of the Willamette Meridian (Sec. 3, T. 1 N., R 13 E.W.M.) in Dalles City, Wasco County, Oregon, containing approximately 25.8 acres within outer boundaries and being a part of the Wm. C. Laughlin Donation Claim, except the rights, if any, of the State of Oregon, its grantees, lessees or assigns, in and to so much of said premises, if any, as lies below the ordinary high water mark of the Columbia River, subject to any rights of Dalles City in and to that portion of Taylor Street as extended under Ordinance No. 404.

Together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in any wise appertaining and all right, title and interest in and to the same.

This conveyance is made by Union Pacific Railroad Company and accepted by the Port of The Dalles as complete performance by said Union Pacific Railroad Company of its obligations under and by virtue of sale contract between the said parties dated April 10, 1936, recorded June 24, 1936, in Volume H of Miscellaneous Records of Wasco County, Oregon, at page 24, and said Union Pacific Railroad Company in making this conveyance reserves to itself all rights reserved by it in and by said contract dated April 10, 1936, reference to which is hereby made.

TO HAVE AND TO HOLD the above described granted and sold premises, subject to the reservation aforesaid, unto the said PORT OF THE DALLES, its successors and assigns forever.



511 Washington St, Suite 208  
 The Dalles, OR 97058  
 541-506-2540

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## Property Account Summary

1/29/2020

Account Number	16436	Property Address	NO SITUS ADDRESS , NO SITUS CITY, OR 00000
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### General Information

Alternate Property #	01N13 E03 00100 00
Property Description	SECTION 3 TOWNSHIP 1N RANGE 13E QUARTER PRCL 100MapTax Lot: 01N13 E03 00100 00
Last Sale Price	
Last Sale Date	
Last Sale Excise Number	
Property Category	Land &/or Buildings
Status	Active, Host Other Property, Locally Assessed
Tax Code Area	121
Remarks	

### Tax Rate

Description	Rate
Total Rate	

### Property Characteristics

Property Class Category	990: EX PORT/OTH VAC
Neighborhood	407: PORT OF THE DALLES
Acreage	3.010

### Related Properties

13940 is TCA SPLIT CODE this property

**Property Values**

Value Type	Tax Year 2019	Tax Year 2018	Tax Year 2017	Tax Year 2016	Tax Year 2015
Assessed Value Regular (AVR)	\$5,640	\$5,640	\$5,640	\$5,640	\$5,640
Total Exemption Amount Regular (EAR)	\$5,640	\$5,640	\$5,640	\$5,640	\$5,640
Taxable Value Regular (TVR)					
MKLND + SAMKL (MKLTL)	\$5,640	\$5,640	\$5,640	\$5,640	\$5,640
MKIMP + SAMKI (MKITL)					
Real MKT Total (MKTTL)	\$5,640	\$5,640	\$5,640	\$5,640	\$5,640
Market Land (MKLND)	\$5,640	\$5,640	\$5,640	\$5,640	\$5,640
Display Only (M5SAV)					
Market Improvement(MKIMP)					
SA Por Only-Exc Val Not Incl (SAVL)					
Market Portion BMAV + EAV (MAVMK)	\$5,809	\$5,809	\$5,809	\$5,809	\$5,809
Exception Base Value NEWCN+OEV (EBV)					
Exception Assessed Value (EAV)					

**Parents**

Parcel No.	Seg/Merge No.	Status	From Date	To Date	Continued	Document Number
No Parents Found						

**Children**

Parcel No.	Seg/Merge No.	Status	From Date	To Date	Document Number
No Children Found					

**Active Exemptions**

Other Private

**Events**

Effective Date	Entry Date-Time	Type	Remarks
No Events Found			

**Tax Balance**

No Available Tax Charges Information for this Property at the Moment.

Installments Payable/Paid for Tax Year(Enter 4-digit Year, then Click-Here): 2019

**Receipts**

Date	Receipt No.	Charged	Amount Due	Tendered	Change
No Receipts Found					

**Sales History**

Transfer Date	Receipt Date	Recording Number	Sale Amount	Excise Number	Deed Type	Transfer Type	Grantor (Seller)	Grantee (Buyer)	Other Parcels
No Sales History Found									

**Property Details**

Living Area Sq Ft	Manf Struct Size	Year Built	Improvement Grade	Stories	Bedrooms	Full Baths	Half Baths

[Printable Version](#)

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511 Washington St, Suite 208  
The Dalles, OR 97058  
541-506-2540

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## Property Account Summary

1/29/2020

Account Number	13940	Property Address	100 W 1ST , THE DALLES, OR 97058
----------------	-------	------------------	----------------------------------

### General Information

Alternate Property #	01N13 E03 00100 00
Property Description	SECTION 3 TOWNSHIP 1N RANGE 13E QUARTER PRCL 100MapTax Lot: 01N13 E03 00100 00
Last Sale Price	
Last Sale Date	
Last Sale Excise Number	
Property Category	Land &/or Buildings
Status	Active, Locally Assessed
Tax Code Area	1211
Remarks	

### Tax Rate

Description	Rate
Total Rate	

### Property Characteristics

Property Class Category	990: EX PORT/OTH VAC
Neighborhood	407: PORT OF THE DALLES
Acreage	5.590

### Related Properties

TCA SPLIT CODE 16436

**Property Values**

Value Type	Tax Year 2019	Tax Year 2018	Tax Year 2017	Tax Year 2016	Tax Year 2015
Assessed Value Regular (AVR)	\$10,460	\$10,460	\$10,460	\$10,460	\$10,460
Total Exemption Amount Regular (EAR)	\$10,460	\$10,460	\$10,460	\$10,460	\$10,460
Taxable Value Regular (TVR)					
MKLND + SAMKL (MKLTL)	\$10,460	\$10,460	\$10,460	\$10,460	\$10,460
MKIMP + SAMKI (MKITL)					
Real MKT Total (MKTTL)	\$10,460	\$10,460	\$10,460	\$10,460	\$10,460
Market Land (MKLND)	\$10,460	\$10,460	\$10,460	\$10,460	\$10,460
Display Only (M5SAV)					
Market Improvement(MKIMP)					
SA Por Only-Exc Val Not Incl (SAVL)					
Market Portion BMAV + EAV (MAVMK)	\$10,774	\$10,774	\$10,774	\$10,774	\$10,774
Exception Base Value NEWCN+OEV (EBV)					
Exception Assessed Value (EAV)					

**Parents**

Parcel No.	Seg/Merge No.	Status	From Date	To Date	Continued	Document Number
No Parents Found						

**Children**

Parcel No.	Seg/Merge No.	Status	From Date	To Date	Document Number
No Children Found					

**Active Exemptions**

Other Private

**Events**

Effective Date	Entry Date-Time	Type	Remarks
No Events Found			

**Tax Balance**

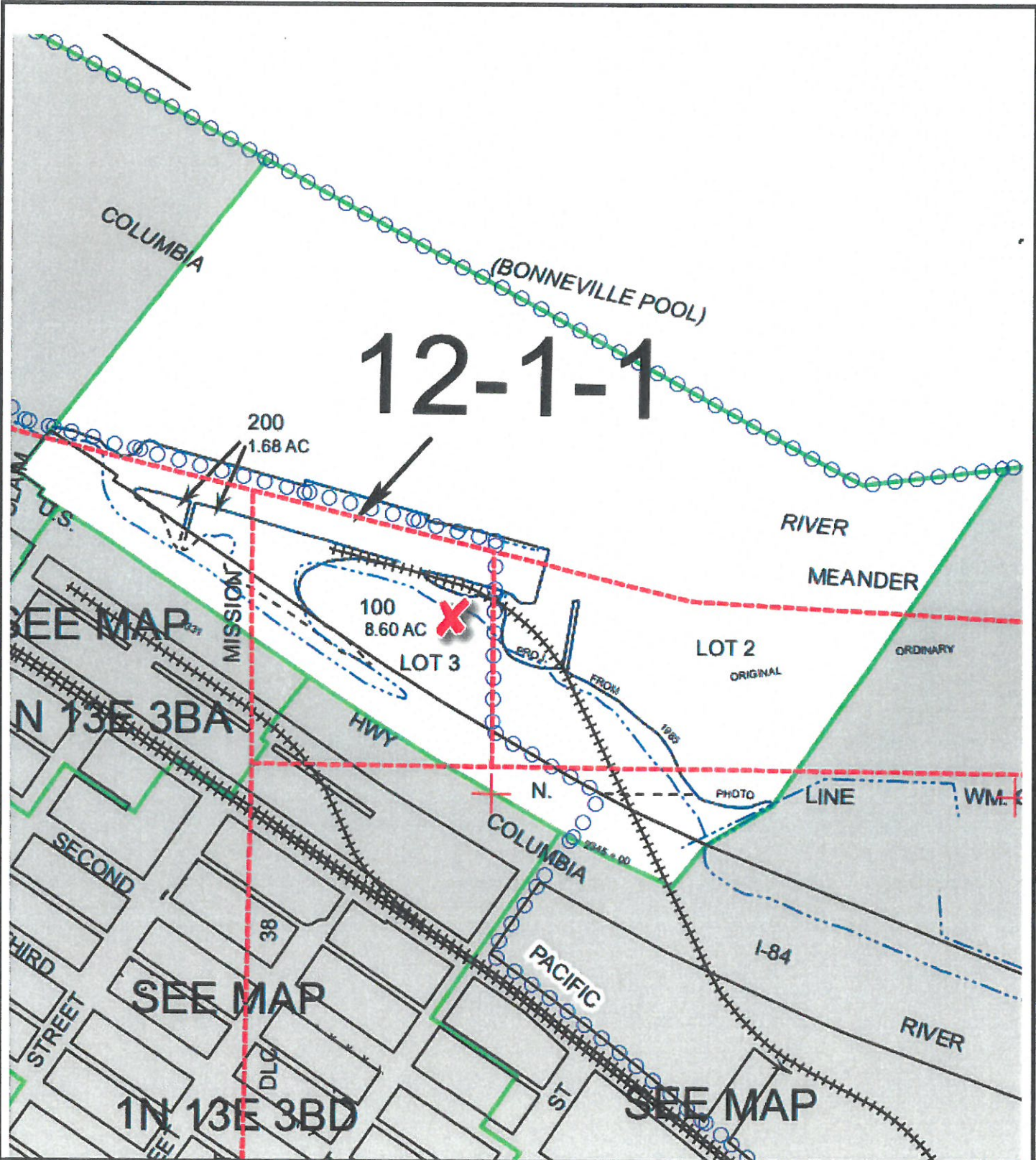
No Available Tax Charges Information for this Property at the Moment.

Installments Payable/Paid for Tax Year(Enter 4-digit Year, then Click-Here): 2019

**Receipts**

Date	Receipt No.	Charged	Amount Due	Tendered	Change
No Receipts Found					





100 W 1st St  
The Dalles, OR 97058

THIS MAP IS FURNISHED AS AN ACCOMMODATION STRICTLY FOR THE PURPOSES OF GENERALLY LOCATING THE LAND. IT DOES NOT REPRESENT A SURVEY OF THE LAND OR IMPLY ANY REPRESENTATIONS AS TO THE SIZE, AREA OR ANY OTHER FACTS RELATED TO THE LAND SHOWN THEREOF



Previous Invoice: Play & Park Structures Sales 5/4/2016

Stock ID	Description	Quantity	Weight	Unit Price	Amount
BARK-490	Pet Waste Station	8	360	273.00	2,184.00
158-P6	6' Heavy duty table	6	1416	846.00	5,076.00
358H-P	3-seat 46" square table	1	224	941.00	941.00
BARK-PR-32	32 GL Trash receptacle w, laser cut paw prints and bones	6	462	676.00	4,056.00
TR-32-08	32 GL rolled flat top with A 8" opening	6	42	105.00	630.00
PL-32	32 GL plastic liner	6	48	46.00	276.00
BARK-440	Teeter Totter	1	100	959.00	959.00
BARK-410	Dog Walk	1	360	2,779.00	2,779.00
BARK-430	Hoop Jump LG	1	32	611.00	611.00
BARK-431	Hoop Jump SM	1	32	315.00	315.00
BARK-470	Stepping Paws	1	75	1,090.00	1,090.00
BARK-450	Rover Jump Over	1	75	851.00	851.00
BARK-480	Leash Post	2	66	360.00	720.00
BARK-420	Paws Table	1	56	730.00	730.00
		Total Wt:	3348		
				SubTotal:	21,218.00
				Est. Freight:	2,064.34
				<b>Total Amount:</b>	<b>23,282.34</b>

DogWasteDepot.com

Free UPS Shipping every order

Hardware:

Stock ID	Description	Quantity	Unit Price
DEPOT-404-B	Dog Waste Station w/Round Can and Tie-Handle Bag System	1-4	229.99
		5-9	219.99
		10+	167.99
DEPOT-405	Mini Dog Waste Station w/Tie-Handle Bag System	1	127.99
DEPOT-030	Round Waste Can	1-4	119.99
		5-9	109.99
		10+	99.99
DEPOT-008	All Aluminum Rust-Proof Sign	1-4	22.99
		5-9	21.99

		10+	19.99
DEPOT-019/400/003	Bag Dispensers w/o Bags	1-4	59.99
		5-9	54.99
		10+	49.99
DEPOT-303/319/407	Starter Bag Dispensers w/Bags	1-4	69.99
		5-9	67.99
		10+	64.99

Bags:

Stock ID	Description	Quantity	Unit Price
DEPOT-001-10	Roll Bags - Case of 2,000*	1-4	45.99
	(10 Rolls per case)	5-9	42.99
		10+	39.99
DEPOT-001-20	Roll Bags - Case of 4,000*	1-4	87.99
	(20 Rolls per case)	5-9	82.99
		10+	78.99
DEPOT-001-30	Roll Bags - Case of 6,000*	1-4	132.99
	(30 Rolls per case)	5-9	126.99
		10+	117.99

DEPOT-021	Trail Yellow Hi-Vis Header - Case of 2,000	1-4	69.99
		5-9	59.99
		10+	55.50
DEPOT-020	Tie-Handle Bags - Case of 2,400	1-4	84.99
		5-9	79.99
		10+	74.99
DEPOT-999	Easy-Tie Handle Bags - Case of 2,000	1-4	49.99
		5-9	44.99
		10-24	42.99
		25+	39.99
DEPOT-270-BLU	Tie Handle Blue Baby Powder Scented Bags	1-4	129.99
	(Case of 4,200)	5-9	119.99
		10+	99.99
DEPOT-270-BLK	Tie Handle Black Unscented	1-4	129.99
	(Case of 4,200)	5-9	119.99
		10+	99.99
DEPOT-270-GRN	Tie Handle Green Unscented	1-4	129.99
	(Case of 4,200)	5-9	119.99
		10+	99.99

N.O.F. Inc.  
888-663-4621

<https://nationaloutdoorfurniture.com/>

Stock ID	Description	Quantity	Unit Price	Amount
WC UP6P	6ft. Portable Table	1	579.00	
	Surface Clamps		+20.00	599.00
	In-ground Mounts		+46.00	625.00
WC UP8P	8ft. Portable Table	1	612.00	
	Surface Clamps		+20.00	632.00
	In-ground Mounts		+46.00	658.00
WC ULB6WBP	6ft. Portable Bench	1	326.00	
	Surface Clamps		+20.00	346.00
	In-ground Mounts		+46.00	372.00
WC ULB8WBP	8ft. Portable Bench	1	350.00	
	Surface Clamps		+20.00	370.00
	In-ground Mounts		+46.00	396.00
DP PSP	Dogipot Polyethylene Pet Station	1	246.00	
DP PSA	Dogipot Aluminum Pet Station	1	318.00	
DP BDA	Dogipot Junior Bag Dispensers - Aluminum	1	92.30	
US PBARK495	BarkPark Welcome Sign - Inground Mount	1	866.00	
DP DRB	Dogipot Replacement Litter and Trash Bags	1	14.20	

<https://www.wildwoodplaygrounds.com/>

503-288-5797

2127 NE 10th Portland OR 97212

Emailed Request for pricing.

Stock ID	Description	Quantity	Unit Price
BARK-ITKT	Intermediate Dog Course		7,249.00
	Rover Jump Over (PBARK-450)	1,030.00	
	Paws Table/Grooming Table (PBARK-	884.00	

	420)		
	Doggie Crawl (PBARK-491)	1,128.00	
	Hoop Jump (TBARK-430)	742.00	
	Stepping Paws (5) (PBARK-470)	1,321.00	
	King of the Hill (PBARK-400)	2,900.00	
BARK-DAKIT	<u>Deluxe Site Amenities Kit</u>		2,709.00
	Waste Station w/two boxes of waste bags (PBARK-490)	332.00	
	Pooch Perch Bench (TBARK-954-S6)		
	Welcome Sign (PBARK0495)	234.00	
	Tidy Up Trash Receptacle (TBARK-PR-32)	701.00	
	Leash Post (PBARK-480)	438.00	
BARK-AKIT	<u>Site Amenities Kit</u>		1,863.00
	Waste Station w/two boxes of waste bags (PBARK-490)	332.00	
	Tidy Up Trash Receptacle (TBARK-PR-32)	701.00	
	Leash Post (PBARK-480)	438.00	
	Sit and Stay Bench (PBARK-940P-P6)	818.00	
BARK-SMKIT	<u>Small Dog Course</u>		3,299.00
	Paws Table/Grooming Table (PBARK-420)	884.00	
	Doggie Crawl (PBARK-491)	1,128.00	
	Hoop Jump (TBARK-430)	742.00	
	Weave Posts (PBARK-460)	1,017.00	

<https://www.dog-on-it-parks.com/>

877-348-3647

Stock ID	Description	Quantity	Unit Price	Amount
1020	<u>Absolute Basics Amenities Package</u>			2,057.00
	Basic Dog Paw Bench (7202)	1	650.00	
	32 Gal waste receptacle w/lid and liner (7501)	1	685.00	
	Complete Dog Waste Station (7408/7408S)	1	295.00	
	Pet Parking Post (6902)	1	435.00	
1021	<u>Basics Plus Amenities Package</u>			3,208.00
	Basic Dog Paw Bench (7202)	1	650.00	
	32 Gal waste receptacle w/lid and liner (7501)	1	685.00	

	Complete Dog Waste Station (7408/7408S)	1	295.00	
	Pet Parking Post (6902)	1	435.00	
	Custom Dog Park Rules Sign (7230)	1	814.00	
	Fire Hydrant (7260)	1	398.00	
1016	<u>Bronze Package</u>			2,530.00
	Double Hoop Jump (6522)	1	790.00	
	Wait Table (6403-6404)	1	529.00	
	Double Wall Jump (6602)	1	370.00	
	Bow Wow Barrel (6703)	1	975.00	
	Fire Hydrant (7260)	1	398.00	
1017	<u>Silver Package</u>			4,607.00
	Adjustable Jump Bar (6521)	1	848.00	
	Bow Wow Barrel (6703)	1	975.00	
	Dog Walk Ramp (6402)	1	1,942.00	
	Single Wall Jump (6601)	1	295.00	
	Flexible Weave Pools (6516)	1	790.00	
	Fire Hydrant (7260)	1	398.00	
R7002	HDPE Deluxe Bench 6'	1	598.00	
R7004	HDPE Elite Bench 6'	1	874.00	
7202	Dog Paw Bench 6'	1	650.00	

Porta-Potties

<https://www.gogpsi.com/>

Item	Rental	Service
Standard Unit	47.50/monthly/per unit	16.00/per cleaning
Handicap Unit	150.00/monthly	17.50/per cleaning

<http://www.bishopsanitation.com/>

Emailed for a quote

Home Depot  
Raw Materials

Fencing

<b>STOCK ID</b>	<b>NAME</b>	<b>DETAILS</b>	<b>WEAVE SIZE (in inches)</b>	<b>LENGTH (in Feet)</b>	<b>UNIT</b>	<b>PRICE</b>
308303EB	Everbilt	14-gauge galvanized steel welded wire garden fence		5x100	1	62.98
WB125-5X100M24	Fencer Wire	12.5-gauge welded wire fence	2x4	5x100	1	150.00
308354B	YARDGARD	16-gauge vinyl galvanized welded wire		5x50	1	63.85
WB14-5X50M24	Fencer Wire	14-gauge welded wire fence	2x4	5x50	1	47.99
WB125-5X100M24	Fencer Wire	12.5-gauge welded wire fence	2x4	5x100	a	150.00
WW146084	Acorn International	14-gauge galvanized welded wire		5x100	1	265.29
WB14-6X50M24	Fencer Wire	14-gauge welded wire fence	2x4	6x50	1	62.98
WB125-6X100M24	Fencer Wire	12.5-gauge welded wire fence	2x4	6x100	1	199.99
YG72050241 4G	allFENZ	14-gauge GRN PVC-coated welded wire		6x50	1	86.38
YG72050241 4BL	allFENZ	14-gauge BLK PVC-coated welded wire		6x50	1	92.55

Gates:

STOCK ID	NAME	DETAILS	LENGTH (in inches)	UNIT	PRICE
328304A	YARDGAR D	Galvanized steel bent frame walk-through chain link fence gate	38x72	1	79.00
328303A	YARDGAR D	Galvanized steel bent frame walk-through chain link fence gate	38x60	1	93.92

Hardware For 50ft (5ft tall) of Fencing: \$166.43

STOCK ID	NAME		UNIT	PRICE	TOTAL PRICE
See Above Chart	Rolls of Fabric		1		See Above Chart
328913DPT	Top Rail	<a href="#">1-3/8 in x 10 ft. 6 in. 17-Gauge Galvanized Top Rail</a>	5	13.86	69.30
328944DPTS	Terminal Post	<a href="#">2-3/8 in. x 2-3/8 in. x 8 ft. 16-Gauge Galvanized Metal Fence Corner Post</a>	0	20.73	
328923DPTS	Line Post	<a href="#">1-5/8 in. x 1-5/8 in. x 8 ft. 16-Gauge Galvanized Steel Fence Line Post</a>	4	18.65	74.60
328556C	Eye Top	<a href="#">1-5/8 in. Line Post Eye Top</a>	4	2.38	9.52
328524C	Tension Band	<a href="#">2-3/8 in. Galvanized Steel Tension Band</a>	0	1.72	
328528C	Brace Band	<a href="#">2-3/8 in. Galvanized Chain</a>	0	1.87	

		<a href="#">Link Brace Band</a>			
328550C	Rail End	<a href="#">1-3/8 in. Aluminum Rail End</a>	0	1.16	
328558C	Post Cap	<a href="#">2-3/8 Aluminum Chain Link Post Cap</a>	0	1.76	
3501	5/16in. X 1-1/4in. Carriage Bolt	<a href="#">Stainless Steel Carriage Bolt (5/16"-18 Coarse Thread x 1-1/4" Length)</a>	0	12.00	
189089	3/8in. X 2in. Carriage Bolt	3/8 in.-16 x 2 in. Zinc Plated Carriage Bolt (25-Pack)	0	10.35	
800260	3/8in. X 3in Carriage Bolt	<a href="#">3/8 in.-16 x 3 in. Zinc Plated Carriage Bolt (25-Pack)</a>	0	14.40	
328554C	Tie Wire	1/2 in. 11-Gauge Aluminum Chain Link Fence Ties (30-Pack)	45	6.51	13.01
328510DPT	Tension Bar	<a href="#">6 ft. Galvanized Tension Bar</a>	0	8.21	
328532C	Frame hinge	<a href="#">1-3/8 in. x 5/8 in. Radius Galvanized Steel Frame Hinge</a>	0	2.36	
328530C	Post Hinge	<a href="#">2-3/8 in. Chain Link Post Hinge</a>	0	5.23	
328534C	Fork Latch	<a href="#">2-3/8 in. Galvanized Fork Latch</a>	0	7.56	

Hardware For 100ft (5ft tall) of Fencing: \$353.91

STOCK ID	NAME		UNIT	PRICE	TOTAL PRICE
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See Above Chart	Rolls of Fabric				See Above Chart
328913DPT	Top Rail	<a href="#">1-3/8 in x 10 ft. 6 in. 17-Gauge Galvanized Top Rail</a>	10	13.86	138.60
328944DPTS	Terminal Post	<a href="#">2-3/8 in. x 2-3/8 in. x 8 ft. 16-Gauge Galvanized Metal Fence Corner Post</a>	0	20.73	
328923DPTS	Line Post	<a href="#">1-5/8 in. x 1-5/8 in. x 8 ft. 16-Gauge Galvanized Steel Fence Line Post</a>	9	18.65	167.85
328556C	Eye Top	<a href="#">1-5/8 in. Line Post Eye Top</a>	9	2.38	21.42
328524C	Tension Band	<a href="#">2-3/8 in. Galvanized Steel Tension Band</a>	0	1.72	
328528C	Brace Band	<a href="#">2-3/8 in. Galvanized Chain Link Brace Band</a>	0	1.87	
328550C	Rail End	<a href="#">1-3/8 in. Aluminum Rail End</a>	0	1.16	
328558C	Post Cap	<a href="#">2-3/8 Aluminum Chain Link Post Cap</a>	0	1.76	
3501	5/16in. X 1-1/4in. Carriage Bolt	<a href="#">Stainless Steel Carriage Bolt (5/16"-18 Coarse Thread x 1-</a>	0	12.00	

		<a href="#">1/4" Length)</a>			
189089	3/8in. X 2in. Carriage Bolt	3/8 in.-16 x 2 in. Zinc Plated Carriage Bolt (25-Pack)	0	10.35	
800260	3/8in. X 3in Carriage Bolt	<a href="#">3/8 in.-16 x 3 in. Zinc Plated Carriage Bolt (25-Pack)</a>	0	14.40	
328554C	Tie Wire	1/2 in. 11-Gauge Aluminum Chain Link Fence Ties (30-Pack)	95	6.51	26.04
328510DPT	Tension Bar	<a href="#">6 ft. Galvanized Tension Bar</a>	0	8.21	
328532C	Frame hinge	<a href="#">1-3/8 in. x 5/8 in. Radius Galvanized Steel Frame Hinge</a>	0	2.36	
328530C	Post Hinge	<a href="#">2-3/8 in. Chain Link Post Hinge</a>	0	5.23	
328534C	Fork Latch	<a href="#">2-3/8 in. Galvanized Fork Latch</a>	0	7.56	

Hardware For 50ft (5ft tall) of Fencing With Double Gates: \$413.58

STOCK ID	NAME		UNIT	PRICE	TOTAL PRICE
	Rolls of Fabric		1		
328913DPT	Top Rail	<a href="#">1-3/8 in x 10 ft. 6 in. 17-Gauge Galvanized Top</a>	5	13.86	69.30

		<a href="#">Rail</a>			
328944DPTS	Terminal Post	<a href="#">2-3/8 in. x 2-3/8 in. x 8 ft. 16-Gauge Galvanized Metal Fence Corner Post</a>	6	20.73	62.19
328923DPTS	Line Post	<a href="#">1-5/8 in. x 1-5/8 in. x 8 ft. 16-Gauge Galvanized Steel Fence Line Post</a>	2	18.65	37.30
328556C	Eye Top	<a href="#">1-5/8 in. Line Post Eye Top</a>	2	2.38	4.76
328524C	Tension Band	<a href="#">2-3/8 in. Galvanized Steel Tension Band</a>	32	1.72	27.52
328528C	Brace Band	<a href="#">2-3/8 in. Galvanized Chain Link Brace Band</a>	8	1.87	7.48
328550C	Rail End	<a href="#">1-3/8 in. Aluminum Rail End</a>	8	1.16	9.28
328558C	Post Cap	<a href="#">2-3/8 Aluminum Chain Link Post Cap</a>	6	1.76	5.28
3501	5/16in. X 1-1/4in. Carriage Bolt	<a href="#">Stainless Steel Carriage Bolt (5/16"-18 Coarse Thread x 1-1/4" Length) (Box of 10)</a>	40	12.00	48
189089	3/8in. X 2in. Carriage Bolt	3/8 in.-16 x 2 in. Zinc Plated Carriage Bolt (25-Pack)	4	10.35	10.35
800260	3/8in. X 3in Carriage Bolt	<a href="#">3/8 in.-16 x 3 in. Zinc Plated Carriage Bolt (25-Pack)</a>	4	14.40	14.40
328554C	Tie Wire	1/2 in. 11-Gauge Aluminum Chain	35	6.51	13.02

		Link Fence Ties (30-Pack)			
328510DPT	Tension Bar	<a href="#">6 ft. Galvanized Tension Bar</a>	4	8.21	32.84
328532C	Frame hinge	<a href="#">1-3/8 in. x 5/8 in. Radius Galvanized Steel Frame Hinge</a>	4	2.36	9.44
328530C	Post Hinge	<a href="#">2-3/8 in. Chain Link Post Hinge</a>	4	5.23	10.46
328534C	Fork Latch	<a href="#">2-3/8 in. Galvanized Fork Latch</a>	2	7.56	7.56
See Above Chart	Walk Gate		2		See Above Chart
328787DPT	Tension Wire	<a href="#">170 ft. Galvanized Tension Wire</a>	50	35.68	35.68
328604C	Hog Rings	<a href="#">12.5-Gauge Chain Link Hog Rings (200-Pack)</a>	25	8.72	8.72

Garbage Cans:

Stock ID	Description	Quantity	Unit Price	Amount
79232-R2968	32 Gal Greenstone trash can w/wheels and attached lid	1	61.78	
79248-R2968	48 Gal Greenstone trash can w/wheels and attached lid	1	109.98	
79264-R2968	64 Gal Greenstone trash can w/wheels and attached lid	1	79.97	
79296-R2968	96 Gal Greenstone trash can w/wheels and attached lid	1	99.97	

Habitat Fence: Approx 934 ft long (?)

STOCK ID	NAME		UNIT	PRICE	TOTAL PRICE
	Rolls of Fabric				See Chart Above
328913DPT	Top Rail	<a href="#">1-3/8 in x 10 ft. 6 in. 17-Gauge Galvanized Top Rail</a>	10	13.86	138.60
328944DPTS	Terminal Post	<a href="#">2-3/8 in. x 2-3/8 in. x 8 ft. 16-Gauge Galvanized Metal Fence Corner Post</a>		20.73	
328923DPTS	Line Post	<a href="#">1-5/8 in. x 1-5/8 in. x 8 ft. 16-Gauge Galvanized Steel Fence Line Post</a>	93	18.65	1,734.45
328556C	Eye Top	<a href="#">1-5/8 in. Line Post Eye Top</a>	93	2.38	221.34
328524C	Tension Band	<a href="#">2-3/8 in. Galvanized Steel Tension Band</a>	5	1.72	8.60
328528C	Brace Band	<a href="#">2-3/8 in. Galvanized Chain Link Brace Band</a>	5	1.87	9.35
328550C	Rail End	<a href="#">1-3/8 in. Aluminum Rail End</a>	10	1.16	11.6.
328558C	Post Cap	<a href="#">2-3/8 Aluminum Chain Link Post Cap</a>	5	1.76	8.80
3501	5/16in. X 1-1/4in. Carriage Bolt	<a href="#">Stainless Steel Carriage Bolt (5/16"-18 Coarse Thread x 1-1/4" Length) (Box of 10)</a>	6	12.00	72.00

189089	3/8in. X 2in. Carriage Bolt	3/8 in.-16 x 2 in. Zinc Plated Carriage Bolt (25-Pack)		10.35	10.35
800260	3/8in. X 3in Carriage Bolt	<a href="#">3/8 in.-16 x 3 in. Zinc Plated Carriage Bolt (25- Pack)</a>		14.40	14.40
328554C	Tie Wire	1/2 in. 11-Gauge Aluminum Chain Link Fence Ties (30-Pack)	3	6.51	19.53
328510DPT	Tension Bar	<a href="#">6 ft. Galvanized Tension Bar</a>	156	8.21	1,278.03
328532C	Frame hinge	<a href="#">1-3/8 in. x 5/8 in. Radius Galvanized Steel Frame Hinge</a>	4	2.36	9.44
328530C	Post Hinge	<a href="#">2-3/8 in. Chain Link Post Hinge</a>	4	5.23	20.92
328534C	Fork Latch	<a href="#">2-3/8 in. Galvanized Fork Latch</a>	4	7.56	30.24
See Above Chart	Walk Gate				See Above Chart
328787DPT	Tension Wire	<a href="#">170 ft. Galvanized Tension Wire</a>	6	35.68	214.08
328604C	Hog Rings	<a href="#">12.5-Gauge Chain Link Hog Rings (200-Pack)</a>	1	8.72	8.72

<u>LOW END</u>	<u>DESCRIPTION</u>	<u>HIGH END</u>
221.25	Paved Walk Way	354
4189.43	Hab. Fence w/4gates	4451.42
1626.57	Lg. area w/double gates	2095.27
459.98	2 Trash/Bag combo station	664
61.78	1 Trash can @ entrance	701
474	Porta Potties	515
1453.35	Small area w/double gates	1887.81
229.99	1 Trash/Bag combo station	332
61.78	1 Additional trash can	701
500	Buffer	500
<b>9278.13</b>	<b>TOTAL</b>	<b>12201.5</b>
<u>LOW END</u>	<u>DESCRIPTION</u>	<u>HIGH END</u>
1453.35	Senior Area	1887.81
229.99	1 Trash/Bag combo station	332
61.78	1 Additional trash can	701
500	Buffer	500
1453.35	Puppy Area	1887.81
229.99	1 Trash/Bag combo station	332
61.78	1 Additional trash can	701
500	Buffer	500
<b>4490.24</b>	<b>TOTAL</b>	<b>6841.62</b>
<u>LOW END</u>	<u>DESCRIPTION</u>	<u>HIGH END</u>
635.43	Aglity Course Fence w/Double gates	665.27
229.99	1 Trash/Bag combo station	332
61.78	1 Additional trash can	701
2530	Aglity Courses Packages	7249
500	Buffer	500
<b>3957.2</b>	<b>TOTAL</b>	<b>9447.27</b>
<u>LOW END</u>	<u>DESCRIPTION</u>	<u>HIGH END</u>
346	Owner Benches	650
599	Picnic Tables	658
61.78	Trash Cans (2)	701
250	Buffer	250
<b>1256.78</b>	<b>TOTAL</b>	<b>2259</b>

## PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 18, 2020

Subject: **F.) PORT CALENDAR/EVENTS**

- April 10, 2020 @ 3:00 p.m., Columbia Gorge Regional Airport Tour
- April 15, 2020 @ 5:00 p.m., 2021 Planning Work Session
- April 15, 2020 @ 7:00 p.m., Port Commission Meeting
- May 13, 2020 @ 7:00 p.m., Port Commission Meeting
- May 14, 2020 @ 5:00 p.m., Budget Committee Meeting



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
AK Out: AGRIP w/SDIS-Orlando, FL	10 am - NWRP Press Conference	Jennifer's Birthday; Super Tuesday (regional holiday)	AK Out	AK Out: COT-WA DC_Res@HS-#8112613 @ Homewood Suites by 10 am - Gorge Winds Concert		Team Arrives WA DC @
8	9	10	11	12	13	14
AK Out: COT-WA DC_Res@HS-#8112613 @ Homewood Suites by Hilton Washington DC Capitol-Navy Yard, 50 M St SE, Washington, DC 20003, USA	7 am - Breakfast w/Dave Williams 8:30 am - KHR Radio Cancelled @ 11 am - US Dept of Labor:Jenn 12 pm - EDA Committee-JT/MC @ 2 pm - US Dept of Education: 5:30 pm - City Work Session-JT @ 6 pm - Dinner @ CIRCA at Navy	Angle: Financial Report-PC Mtg 10 am - CANCELLED: KN-Office 10:30 am - CANCELLED (COVID- 10:30 am - CW Jaime Herrera 1 pm - Nat'l Assoc of Counties: 4:15 pm - CM Greg Walden @ 7 pm - Dinner @ Old Ebbitt Grill @	9 am - CANCELLED(?) - Roger Kline 9:30 am - Senator Patricia 11 am - Senator Patricia Murray 12 pm - Senator Maria Cantwell 1:30 pm - CANCELLED (COVID- 1:30 pm - Senator Ron Wyden @ 3 pm - Senator Jeff Merkley & 5:30 pm - Dinner w/Dave Williams 5:30 pm - RESCHEDULED-Port 7 pm - RESCHEDULED-Port	PC Meeting Packet Out Team Departs WA DC 9 am - CANCELLED: Senator Jeff	7 am - Chamber Econ. Dev 10 am - RESCHEDULED-KODL 12 pm - Lunch w/izetta-JT @	
15	16	17	18	19	20	21
	Angle: Bill Payments/Payroll 3 pm - Staci-AK/JT 4 pm - Angle/Staci-AK/JT	St. Patrick's Day 10 am - Harley/BPA-Site	5:30 pm - Port Meeting Dinner @ 7 pm - Port Commission Meeting	10 am - OPFA business meeting 12 pm - CANCELLED (VIRTUAL)-	7:30 am - CANCELLED (VIRTUAL)- 9 am - JT Call City: Turn Irrigation 10 am - KODL Coffee Break @	
22	23	24	25	26	27	28
				12 pm - Julie Lunch (monthly)	12 pm - COT-Include Dan Mahr 1:	
29	30	31	1	2	3	4
	JT: QuickBooks Training-Lake Oswego @ Hilton Garden Inn					

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2

<p><b>Easter Sunday</b></p>	<p><b>Easter Monday</b> 8:30 am - K1HR Radio @ Hood</p>	<p><b>Commissioner of SEI due</b></p> <p><b>Marina Report @ PC Meeting</b></p> <p><b>Tax Day</b></p> <p>5 pm - 2021 Planning-Work</p> <p>7 pm - Port Commission Meeting</p>	<p><b>SDIS/SDAO Joint Mtg-Bend @ Tetherow 61240 SW Skyline Ranch Rd.</b></p> <p>9 am - RESCHEDULED(?) - Roger</p> <p>5:30 pm - RESCHEDULED-Port</p> <p>7 pm - RESCHEDULED-Port</p>	<p>7 am - Chamber Econ. Dev</p> <p>10 am - KODL Coffee Break @</p> <p>3 pm - CGRA Tour-PC's &amp; Staff</p>	<p><b>DONE-RARE Application Due @</b></p> <p><b>TBC-EOA Advisory Com Meeting</b></p>	
			<p>12 pm - Economic Advisory</p>	<p><b>Publish 1st Notice of BCM by</b></p> <p>10 am - OPPA Quarterly Mtg @</p> <p>12 pm - Julie Lunch (monthly)</p>	<p>12 pm - COT @ CGCC</p>	
	<p><b>BPA/Poles Flown by Helicopter</b></p>	<p><b>BPA/Poles Flown by Helicopter</b></p> <p>9 am - Gorge Commission</p> <p>11 am - Save the Date: Port</p>	<p><b>BPA/Poles Flown by Helicopter</b></p> <p>9 am - Gorge Commission</p> <p>11 am - Save the Date: Port</p>	<p><b>9 am - Gorge Commission Meeting @ BridgeSide, 745 NW Wa Na Pa St.</b></p>		

## PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 18, 2020

Subject: I.) ACTION REQUIRED FROM EXECUTIVE SESSION

**H-1: Accept NWCPUD 230 kV TransLink Easements as Proposed**

## PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 18, 2020

Subject: J-1.) MEETING MINUTES

➤ February 12, 2020 Regular Meeting Minutes

Staff Recommendation: **Approve February 12, 2020 Regular Meeting Minutes as presented**

Fiscal Impact: None

# PORT OF THE DALLES COMMISSION

## Regular Meeting Minutes

February 12, 2020

### Port Office

The Regular Meeting of the Port Commissioners was called to order by President Greg Weast at 6:59 PM

#### ROLL CALL

- Commission:** Greg Weast, Mike Courtney, Robert Wallace, David Griffith
- Commission Absent:** Staci Coburn
- Staff:** Andrea Klaas, Executive Director; Jennifer Toepke, Executive Assistant; Angie McNab, Bookkeeper; Bill Dick, Attorney
- Guests:** Yvonne Pepin-Wakefield

**PLEDGE OF ALLEGIANCE:** Commissioner Courtney

#### AGENDA CORRECTIONS or ADDITIONS

#### VISITOR BUSINESS (for items not already on the agenda – 10 minutes)

1. Yvonne Pepin-Wakefield introduced herself & said that she is coming to listen to what is going on at The Port of The Dalles, and to say that it would be great if there was a beach area where people could access the water

#### PORT CALENDAR/EVENTS

Executive Director Klaas reviewed the February & March 2020 Calendars. The rescheduling of March & April's Monthly Meeting Date to one week later was noted, as was the upcoming 2021 Planning Work Session in April

#### ACTION ITEMS

1. **January 8, 2020 Regular Meeting Minutes were approved with correction under Staff Reports: "Wimbers" to "Wimber" Passed by Consensus**
2. **January 2020 Financial Reports M/M. Courtney, S/R. Wallace, Motion Approved to Postpone to next Meeting**
3. **2<sup>nd</sup> Amendment to V&G Contract Extending Timeline M/M. Courtney, S/R. Wallace, Motion Approved Unanimously (Include new timeline)**

#### DISCUSSION ITEMS

1. *SDAO 2020 Annual Conference Recap*  
ED Klaas read Commissioner Coburn's comments in her absence reference simplifying and refining the financial reports that are presented to the Commission on a monthly basis, then on a quarterly basis the more detailed reports  
Commissioner Courtney suggested that the County, City & Port hold a one-day seminar here in The Dalles on Urban Renewal with Kate Porschc. The Public Records Session was very interesting – the presenter is willing to come to The Dalles for a seminar.

Commissioner Griffith Impressed by the Key Note Speaker – The Port should listen to the business advice from the speech to ensure that it is working as efficient as possible for cost control

Commissioner Wallace How can we further support our existing businesses in the community? What about further development possibilities? Networking with other Districts was very useful and the legislative session

Commisisoner Weast Most interesting and educational seminars were Urban Renewal & Financial Awareness – specifically the possibility of a Biennial Budget and simplifying our financial reports

ED Klaas Highlights: Emergency Planning for the office – the RARE Intern for next year could work on emergency plans. Information on ransomware and what to do. Legislative Session

Executive Assistant Toepke Attended Why You Need an ADA Accessible Website: for social responsibility, good business, legality; Financial Awareness for Elected Officials: Biennial Budget and simpler monthly reports, more detailed quarterly reports; Tricky to Navigate Board/Staff Interactions: Need to define roles and interactions between the staff and board in writing; and Emergency Operations & Plans: The Port needs to have one that covers the different scenarios that could happen in 2020 and the future

2. *The Dalles Buildable Lands Inventory Update*: A full report was provided in the Agenda Packet

## REPORTS

1. *Staff Report*: A full report was provided in the Agenda Packet
2. *Corrective Action Plan for Oregon State Audits Division* was presented
3. *Committee Reports*
  - a) Chamber of Commerce: Commissioner Griffith – Airport: Discuss plans to propose to the FAA ref CGCC training courses; Samantha Irwin from Kizen Coaching could be a useful tool for The Port
  - b) Dufur: Commissioner Wallace – 1) The David Heller Foundation donated an AED, there goal is that every school in Oregon and SW Washington would have one – there are 4 at the school and 1 at the park. 2) Touring school property – the new entryway should be completed by Spring Break 3) Co-op between schools for training 4) The City of Dufur sold 1/8<sup>th</sup> of their property 5) Wastewater – funding strategy
  - c) Wasco EDC: Courtney – Refer to document sent via email: 1) City of The Dalles, Dog River Pipeline Upgrade; 2) City of Mosier, Mosier Center 3) City of Dufur, Waste Water Treatment System Improvements 4) Deschutes Rim Clinic Foundation, Medical Clinic Expansion 5) Columbia Gorge Regional Airport, Fuel Farm Upgrades 6) Tygh Valley Rural Fire Protection District, Tygh Valley Fire Station Improvements 7) Columbia Gorge Regional Airport, Aviation Maintenance Training Hangar 8) Wamic Water and Sanitary Authority, Waste Water Treatment System Improvements 9) North Wasco Park and Recreation District, Mill Creek Greenway Segment 2 and 10) Maupin Chamber of Commerce, Maupin School District, Deschutes River Athletic Complex
  - d) Urban Renewal: Commissioner Coburn is Absent
  - e) COT: Weast/Klaas – Washington D.C. Trip is March 7-12<sup>th</sup>, the program book is being formalized, Tim McGlothlin is joining from The City of The Dalles and Steve Kramer from Wasco County

## COMMISSION CALL

1. President: Commissioner Weast – Thank you to EA Toepke for her professionalism. After hearing the horror stories at SDAO about the relationships between the staff and board, I feel appreciative that we all get along very well here at The Port

2. Commissioner Courtney 'Stop the Bleed' Course is at Mid-Columbia Fire & Rescue on Monday, February 24<sup>th</sup> at 12 noon
3. Commissioner Griffith – Thank you to EA Toepke for scheduling us into the future – so that we know what is coming ahead
4. Commissioner Wallace
5. Commissioner Coburn is absent

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:01 p.m.**

**PORT OF THE DALLES:**

\_\_\_\_\_  
Greg Weast, President  
Board of Commissioners

**ATTEST:**

\_\_\_\_\_  
Robert Wallace, Secretary  
Board of Commissioners

DATE APPROVED: March 18, 2020

Prepared by: Jennifer Toepke

## PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 18, 2020

Subject: J-2.) FINANCIAL REPORTS

- January 2020 Financial Reports

### Local Government Investment Pool

- Average Interest Rate is 2.25%

### General Fund

- \$3,050.00 to Cascade Vegetation for weed control (contract service). They have already begun spraying since the weather has been so mild.
- \$3,897.30 to Oregon Equipment for the new furnace and heat pump installation for the upstairs offices

### Port Development Fund

- \$99.00 to Bicoastal Media for the Christmas Ad Campaign
- \$4,980.00 to Friend & Reagan for the final FYE19 Audit payment
- A deposit of \$759.07 for V&G's Land Sale Payment

### Marina Fund

### Fiscal Impact

- None

Staff Recommendation: **Approve January 2020 Financial Reports as presented**



12:04 PM  
02/09/20  
Cash Basis

**Port of The Dalles**  
**Balance Sheet by Class**  
**As of January 31, 2020**

	General Fund	Marina Fund	Port Develo...	Unclassified	TOTAL
<b>ASSETS</b>					
Current Assets					
Checking/Savings					
CSB Checking					
General Checking	59,453.07	0.00	0.05	0.00	59,453.12
Marina Checking	0.00	4,249.94	0.00	0.00	4,249.94
Port Develop. Checking	0.00	0.00	-3,039.80	0.00	-3,039.80
<b>Total CSB Checking</b>	<b>59,453.07</b>	<b>4,249.94</b>	<b>-3,039.75</b>	<b>0.00</b>	<b>60,663.26</b>
LGIP					
Marina Services	0.00	49,474.28	0.00	0.00	49,474.28
Port Develop	0.00	0.00	3,333,130.61	0.00	3,333,130.61
General	1,218,708.62	0.00	0.00	0.00	1,218,708.62
<b>Total LGIP</b>	<b>1,218,708.62</b>	<b>49,474.28</b>	<b>3,333,130.61</b>	<b>0.00</b>	<b>4,601,313.51</b>
Petty Cash	66.24	28.54	55.22	0.00	150.00
<b>Total Checking/Savings</b>	<b>1,278,227.93</b>	<b>53,752.76</b>	<b>3,330,146.08</b>	<b>0.00</b>	<b>4,662,126.77</b>
<b>Total Current Assets</b>	<b>1,278,227.93</b>	<b>53,752.76</b>	<b>3,330,146.08</b>	<b>0.00</b>	<b>4,662,126.77</b>
<b>TOTAL ASSETS</b>	<b>1,278,227.93</b>	<b>53,752.76</b>	<b>3,330,146.08</b>	<b>0.00</b>	<b>4,662,126.77</b>
<b>LIABILITIES &amp; EQUITY</b>					
Liabilities					
Current Liabilities					
Other Current Liabilities					
Payroll Liabilities					
P/R Taxes Payable- Pers	2,021.86	0.00	0.00	0.00	2,021.86
P/R Taxes Payable-State	-309.00	0.00	0.00	0.00	-309.00
P/R Taxes Payable-FICA	-569.86	0.00	0.00	0.00	-569.86
P/R Taxes Payable-Federal	-269.00	0.00	0.00	0.00	-269.00
Payroll Liabilities - Other	507.76	0.00	0.00	0.00	507.76
<b>Total Payroll Liabilities</b>	<b>1,381.76</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,381.76</b>
<b>Total Other Current Liabilities</b>	<b>1,381.76</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,381.76</b>
<b>Total Current Liabilities</b>	<b>1,381.77</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,381.77</b>
<b>Total Liabilities</b>	<b>1,381.77</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,381.77</b>
Equity					
Unrestricted Net Assets	957,066.00	53,142.87	3,680,304.94	0.00	4,690,513.81
Net Income	319,780.20	609.83	-350,158.89	0.00	-29,768.86
<b>Total Equity</b>	<b>1,276,846.20</b>	<b>53,752.70</b>	<b>3,330,146.05</b>	<b>0.00</b>	<b>4,660,744.95</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,278,227.97</b>	<b>53,752.70</b>	<b>3,330,146.05</b>	<b>0.00</b>	<b>4,662,126.72</b>
<b>UNBALANCED CLASSES</b>	<b>-0.04</b>	<b>0.06</b>	<b>0.03</b>	<b>0.00</b>	<b>-0.05</b>

11:48 AM  
 02/09/20  
 Cash Basis

**Port of The Dalles**  
**Account QuickReport**  
 As of January 31, 2020

Type	Num	Name	Memo	Paid Amount
<b>CSB Checking</b>				
<b>General Checking</b>				
Paycheck	24075	Jennifer Toepke		-78.77
Check	EFT	Brokers National Lif...		-29.90
Deposit			Deposit	12,612.40
Bill Pmt -Check	24076	Angle Wilson		-855.00
Bill Pmt -Check	24077	Bohns Printing		-36.45
Bill Pmt -Check	24078	Cascade Vegetatio...		-3,050.00
Bill Pmt -Check	24079	City Of The Dalles.		-282.21
Bill Pmt -Check	24080	H2Oregon		-6.50
Bill Pmt -Check	24081	Hattenhauer Energy...		-58.41
Bill Pmt -Check	24082	Home Depot Credit ...		-74.42
Bill Pmt -Check	24083	Optimist Printers	38663,39040,39039,37...	-145.00
Bill Pmt -Check	24084	Oregon Equipment		-3,897.30
Bill Pmt -Check	24085	Port Of The Dalles ...		-96.45
Bill Pmt -Check	24086	PUD		-471.33
Bill Pmt -Check	24091	Sawyers Ace Hard...		-37.57
Bill Pmt -Check	24088	SDIS		-4,008.06
Bill Pmt -Check	24089	Staples Credit Plan		-60.25
Bill Pmt -Check	24090	The Dalles Disposal		-80.94
Bill Pmt -Check	24092	Verizon		-138.83
Paycheck	24094	Jennifer Toepke		-1,907.83
Paycheck	24093	Andrea L. Klaas		-3,307.28
Liability Check	EFT	Oregon Department...	0504064-4	-444.00
Liability Check	EFT	United States Treas...	93-6001833	-1,660.80
Liability Check	24095	Oregon Department...	00504064-4	-38.43
Bill Pmt -Check	24096	Cardmember Servic...		-1,572.36
Bill Pmt -Check	24097	Dick, Dick & Corey, ...		-320.00
Bill Pmt -Check	24098	Gorge Networks		-163.49
Bill Pmt -Check	24099	Northwest River Par...		-500.00
Bill Pmt -Check		Sawyers Ace Hard...		-0.40
Paycheck	22644	Andrea L. Klaas		-3,319.27
Paycheck	22646	Jennifer Toepke		-1,964.46
Paycheck	22645	Gerald L. Rundell		-688.25
Paycheck	22647	Mark R Roth		-93.58
Liability Check	EFT	Oregon Department...	0504064-4	-500.00
Liability Check	EFT	United States Treas...	93-6001833	-1,916.78
Liability Check	EFT	Oregon Department...	0504064-4	-23.50
Deposit			Deposit	10,575.00
Total General Checking				-8,640.42
<b>Marina Checking</b>				
Total Marina Checking				
<b>Port Develop. Checking</b>				
Deposit			Deposit	759.07
Bill Pmt -Check	22642	BiCoastal Media		-99.00
Bill Pmt -Check	22643	Friend & Reagan, P...		-4,980.00
Deposit			Deposit	759.07
Total Port Develop. Checking				-3,560.86
Total CSB Checking				-12,201.28
<b>TOTAL</b>				<b>-12,201.28</b>

12:07 PM  
02/09/20  
Cash Basis

**Port of The Dalles-GENERAL**  
**Profit & Loss Budget vs. Actual-SUMMARY**  
July 2019 through January 2020

	Jul '19 - Jan 20	Budget	% of B...
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Grants	85,158.90		
Begining Fund Balance	0.00	884,921.00	0.0%
Transient Moorage	1,370.00	2,000.00	68.5%
Map Grant	8,300.00	9,800.00	84.7%
Interest From Earnings	20,048.08	17,699.00	113.3%
Prior Yr Property Tax	11,760.32		
Misc. Income	601.71	2,000.00	30.1%
lease-land/Facility	66,627.40	65,500.00	101.7%
SDAO Grant	0.00	6,000.00	0.0%
Airport Well	0.00	15,150.00	0.0%
Marina Loan	0.00	11,621.00	0.0%
Property Tax	320,147.08	333,461.00	96.0%
<b>Total Income</b>	<u>514,013.49</u>	<u>1,348,152.00</u>	<u>38.1%</u>
<b>Gross Profit</b>	514,013.49	1,348,152.00	38.1%
<b>Expense</b>			
PERSONAL SERVICES-	107,476.78	179,280.00	59.9%
MATERIAL AND SERVICES-	71,651.13	144,000.00	49.8%
CAPITAL OUTLAYS-	15,105.38	40,000.00	37.8%
<b>Total Expense</b>	<u>194,233.29</u>	<u>363,280.00</u>	<u>53.5%</u>
<b>Net Ordinary Income</b>	319,780.20	984,872.00	32.5%
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
Transfer to Other Funds	0.00	500,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
<b>Total Other Expense</b>	<u>0.00</u>	<u>550,000.00</u>	<u>0.0%</u>
<b>Net Other Income</b>	0.00	-550,000.00	0.0%
<b>Net Income</b>	<u><u>319,780.20</u></u>	<u><u>434,872.00</u></u>	<u><u>73.5%</u></u>

**Port of The Dalles-GENERAL**  
**Profit & Loss Budget vs. Actual-DETAIL**  
**July 2019 through January 2020**

	Jul '19 - Ja...	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Grants	85,158.90		
Beginning Fund Balance	0.00	884,921.00	0.0%
Transient Moorage			
Guests	1,370.00	2,000.00	68.5%
<b>Total Transient Moorage</b>	1,370.00	2,000.00	68.5%
Map Grant			
Launch Ramp	0.00	9,800.00	0.0%
Map Grant - Other	8,300.00		
<b>Total Map Grant</b>	8,300.00	9,800.00	84.7%
Interest From Earnings	20,048.08	17,699.00	113.3%
Prior Yr Property Tax	11,760.32		
Misc. Income	601.71	2,000.00	30.1%
lease-land/Facility	66,627.40	65,500.00	101.7%
SDAO Grant	0.00	6,000.00	0.0%
Airport Well	0.00	15,150.00	0.0%
Marina Loan	0.00	11,621.00	0.0%
Property Tax	320,147.08	333,461.00	96.0%
<b>Total Income</b>	514,013.49	1,348,152.00	38.1%
<b>Gross Profit</b>	514,013.49	1,348,152.00	38.1%
<b>Expense</b>			
<b>PERSONAL SERVICES-</b>			
Payroll Expenses			
Wages			
Marketing/Communications	0.00	7,200.00	0.0%
Assistant Spec. Projects	0.00	31,200.00	0.0%
Salary- Exec. Director	47,727.30	75,000.00	63.6%
Maintenance Supervisor	5,450.00	11,980.00	45.5%
Maint- PT	1,114.00	10,400.00	10.7%
Admin/Marina Specialist	20,934.50		
<b>Total Wages</b>	75,225.80	135,780.00	55.4%
FICA-EMPLOYER	6,430.69	10,000.00	64.3%
PERS EMPLOYER	8,374.40	11,000.00	76.1%
WRKRS COMP EMPLOYER	2,156.27	2,500.00	86.3%
Payroll Expenses - Other	148.53		
<b>Total Payroll Expenses</b>	92,335.69	159,280.00	58.0%
Health Insurance	15,141.09	20,000.00	75.7%
<b>Total PERSONAL SERVICES-</b>	107,476.78	179,280.00	59.9%
<b>MATERIAL AND SERVICES-</b>			
Transient Moorage Expense			
Transient Moorage Utilities	218.12		
<b>Total Transient Moorage Expense</b>	218.12		
Contracted Service	8,420.00	25,000.00	33.7%
Account and Audit	10,000.00	10,000.00	100.0%
Develop and Comm	2,700.50	5,000.00	54.0%
Dues, Fees and Subscriptions	16,474.89	24,000.00	68.6%
Insurance-Liability	0.00	15,000.00	0.0%
Legal	2,145.00	5,000.00	42.9%
Maintenance and Repair			
Weed Control/landscaping	10,208.96		
Shop	1,009.86		
Office			
Office - Other	1,051.90		

**Port of The Dalles-GENERAL  
 Profit & Loss Budget vs. Actual-DETAIL  
 July 2019 through January 2020**

	<u>Jul '19 - Ja...</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Total Office</b>	1,051.90		
<b>Vehicle Expense</b>			
Repair	544.30		
Gas	503.46		
<b>Total Vehicle Expense</b>	1,047.76		
<b>Maintenance and Repair - Other</b>	0.00	15,000.00	0.0%
<b>Total Maintenance and Repair</b>	13,318.48	15,000.00	88.8%
<b>Launch Ramp</b>			
Garbage	756.62		
Supplies	3,140.85		
Launch Ramp Water	876.89	375.00	233.8%
Launch Ramp Garbage	0.00	250.00	0.0%
Launch Ramp Electric	265.56	375.00	70.8%
Launch Ramp - Other	0.00	12,000.00	0.0%
<b>Total Launch Ramp</b>	5,039.92	13,000.00	38.8%
<b>Office Supplies</b>	2,269.60	5,000.00	45.4%
<b>Office Equipment</b>	2,236.06	3,000.00	74.5%
<b>Staff Development/Enhance</b>	579.95	3,000.00	19.3%
<b>Travel Expense</b>	1,874.01	10,000.00	18.7%
<b>Utilities</b>			
Industrial			
Industrial Water	445.60	2,000.00	22.3%
<b>Total Industrial</b>	445.60	2,000.00	22.3%
<b>Office</b>			
Water Office			
Water Office - Other	1,124.06		
<b>Total Water Office</b>	1,124.06		
Office Electric	1,150.01		
Sewer Office	718.48		
Garbage Office	359.57		
Telephone	2,309.92		
<b>Total Office</b>	5,662.04		
<b>Utilities - Other</b>	0.00	9,000.00	0.0%
<b>Total Utilities</b>	6,107.64	11,000.00	55.5%
<b>Marketing Expenses</b>			
Travel	266.96		
<b>Total Marketing Expenses</b>	266.96		
<b>Total MATERIAL AND SERVICES-</b>	71,651.13	144,000.00	49.8%
<b>CAPITAL OUTLAYS-</b>			
Marina Expense			
Facility Improvements	2,970.08	10,000.00	29.7%
<b>Total Marina Expense</b>	2,970.08	10,000.00	29.7%
Building Improvements	12,135.30	30,000.00	40.5%
<b>Total CAPITAL OUTLAYS-</b>	15,105.38	40,000.00	37.8%
<b>Total Expense</b>	194,233.29	363,280.00	53.5%
<b>Net Ordinary Income</b>	319,780.20	984,872.00	32.5%
<b>Other Income/Expense</b>			
Other Expense			

12:07 PM  
02/09/20  
Cash Basis

**Port of The Dalles-GENERAL**  
**Profit & Loss Budget vs. Actual-DETAIL**  
July 2019 through January 2020

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	<u>Jul '19 - Ja...</u>	<u>Budget</u>	<u>% of Budget</u>
Transfer to Other Funds	0.00	500,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
Total Other Expense	0.00	550,000.00	0.0%
Net Other Income	0.00	-550,000.00	0.0%
Net Income	<u>319,780.20</u>	<u>434,872.00</u>	<u>73.5%</u>

**Port of The Dalles-PDF**  
**Profit & Loss Budget vs. Actual-SUMMARY**  
 July 2019 through January 2020

	<u>Jul '19 - Jan 20</u>	<u>Budget</u>	<u>% of B...</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Grants	5,000.00		
Begining Fund Balance	0.00	4,050,143.00	0.0%
Interest From Earnings	46,987.56	81,003.00	58.0%
Interest From Contracts	2,987.32	5,000.00	59.7%
matching grants	0.00	200,000.00	0.0%
Land Sales	3,085.24	800,000.00	0.4%
City Of Dufur Water System Loan	0.00	39,310.00	0.0%
<b>Total Income</b>	<u>58,060.12</u>	<u>5,175,456.00</u>	<u>1.1%</u>
<b>Gross Profit</b>	58,060.12	5,175,456.00	1.1%
<b>Expense</b>			
PERSONAL SERVICES-	22,838.57	101,520.00	22.5%
MATERIAL AND SERVICES-	32,704.29	137,000.00	23.9%
CAPITAL OUTLAYS-	0.00	2,560,000.00	0.0%
<b>Total Expense</b>	<u>55,542.86</u>	<u>2,798,520.00</u>	<u>2.0%</u>
<b>Net Ordinary Income</b>	2,517.26	2,376,936.00	0.1%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
transfer from other funds	0.00	500,000.00	0.0%
<b>Total Other Income</b>	0.00	500,000.00	0.0%
<b>Other Expense</b>			
Special Payments	200,000.00	1,500,000.00	13.3%
Other Debt Service	152,676.15	175,000.00	87.2%
General Operating Contingency	0.00	50,000.00	0.0%
<b>Total Other Expense</b>	<u>352,676.15</u>	<u>1,725,000.00</u>	<u>20.4%</u>
<b>Net Other Income</b>	-352,676.15	-1,225,000.00	28.8%
<b>Net Income</b>	<u><u>-350,158.89</u></u>	<u><u>1,151,936.00</u></u>	<u><u>-30.4%</u></u>

**Port of The Dalles-PDF  
Profit & Loss Budget vs. Actual-DETAIL  
July 2019 through January 2020**

	Jul '19 - J...	Budget	% of B...
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Grants	5,000.00		
Begining Fund Balance	0.00	4,050,143.00	0.0%
Interest From Earnings	46,987.56	81,003.00	58.0%
Interest From Contracts			
V&G	2,987.32		
Interest From Contracts - Other	0.00	5,000.00	0.0%
<b>Total Interest From Contracts</b>	<b>2,987.32</b>	<b>5,000.00</b>	<b>59.7%</b>
matching grants	0.00	200,000.00	0.0%
Land Sales			
V&G	3,085.24		
Land Sales - Other	0.00	800,000.00	0.0%
<b>Total Land Sales</b>	<b>3,085.24</b>	<b>800,000.00</b>	<b>0.4%</b>
City Of Dufur Water System Loan	0.00	39,310.00	0.0%
<b>Total Income</b>	<b>58,060.12</b>	<b>5,175,456.00</b>	<b>1.1%</b>
<b>Gross Profit</b>	<b>58,060.12</b>	<b>5,175,456.00</b>	<b>1.1%</b>
<b>Expense</b>			
<b>PERSONAL SERVICES-</b>			
Payroll Expenses			
Wages			
Marketing/Communications	0.00	7,200.00	0.0%
Assistant Spec. Projects	0.00	31,200.00	0.0%
Salary- Exec. Director	17,606.08	37,000.00	47.6%
Maintenance Supervisor	600.00	4,000.00	15.0%
<b>Total Wages</b>	<b>18,206.08</b>	<b>79,400.00</b>	<b>22.9%</b>
FICA-EMPLOYER	1,392.77	5,000.00	27.9%
PERS EMPLOYER	0.00	7,000.00	0.0%
WRKRS COMP EMPLOYER	4.94	120.00	4.1%
Payroll Expenses - Other	38.13		
<b>Total Payroll Expenses</b>	<b>19,641.92</b>	<b>91,520.00</b>	<b>21.5%</b>
Health Insurance	3,196.65	10,000.00	32.0%
<b>Total PERSONAL SERVICES-</b>	<b>22,838.57</b>	<b>101,520.00</b>	<b>22.5%</b>
<b>MATERIAL AND SERVICES-</b>			
Land Sales			
Land Sales Closing Cost	0.00	10,000.00	0.0%
Land Sale Commissions	0.00	20,000.00	0.0%
<b>Total Land Sales</b>	<b>0.00</b>	<b>30,000.00</b>	<b>0.0%</b>
Contracted Service	19,000.00	50,000.00	38.0%
Account and Audit	4,980.00	10,000.00	49.8%
Develop and Comm	1,274.08	2,000.00	63.7%
Legal	300.00	15,000.00	2.0%
Office Supplies	44.00		
Marketing Expenses			
Media/Promo	244.86	10,000.00	2.4%
Travel	6,861.35	20,000.00	34.3%
<b>Total Marketing Expenses</b>	<b>7,106.21</b>	<b>30,000.00</b>	<b>23.7%</b>
<b>Total MATERIAL AND SERVICES-</b>	<b>32,704.29</b>	<b>137,000.00</b>	<b>23.9%</b>
<b>CAPITAL OUTLAYS-</b>			
Engineering/Consultants	0.00	50,000.00	0.0%
Land Acquisition/Development	0.00	2,000,000.00	0.0%
PDF- Facility Improvements	0.00	10,000.00	0.0%



**Port of The Dalles-PDF**  
**Profit & Loss Budget vs. Actual-DETAIL**  
 July 2019 through January 2020

	<u>Jul '19 - J...</u>	<u>Budget</u>	<u>% of B...</u>
Partnership Projects	0.00	500,000.00	0.0%
<b>Total CAPITAL OUTLAYS-</b>	<u>0.00</u>	<u>2,560,000.00</u>	<u>0.0%</u>
<b>Total Expense</b>	<u>55,542.86</u>	<u>2,798,520.00</u>	<u>2.0%</u>
<b>Net Ordinary Income</b>	2,517.26	2,376,936.00	0.1%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
transfer from other funds			
<b>General Fund</b>	<u>0.00</u>	<u>500,000.00</u>	<u>0.0%</u>
<b>Total transfer from other funds</b>	<u>0.00</u>	<u>500,000.00</u>	<u>0.0%</u>
<b>Total Other Income</b>	0.00	500,000.00	0.0%
<b>Other Expense</b>			
<b>Special Payments</b>			
CGCC Community College	<u>200,000.00</u>	<u>1,500,000.00</u>	<u>13.3%</u>
<b>Total Special Payments</b>	<u>200,000.00</u>	<u>1,500,000.00</u>	<u>13.3%</u>
<b>Other Debt Service</b>	<u>152,676.15</u>	<u>175,000.00</u>	<u>87.2%</u>
<b>General Operating Contingency</b>	<u>0.00</u>	<u>50,000.00</u>	<u>0.0%</u>
<b>Total Other Expense</b>	<u>352,676.15</u>	<u>1,725,000.00</u>	<u>20.4%</u>
<b>Net Other Income</b>	<u>-352,676.15</u>	<u>-1,225,000.00</u>	<u>28.8%</u>
<b>Net Income</b>	<u><u>-350,158.89</u></u>	<u><u>1,151,936.00</u></u>	<u><u>-30.4%</u></u>

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Cash Basis

**Port of The Dalles-MARINA**  
**Profit & Loss Budget vs. Actual-SUMMARY**  
July 2019 through January 2020

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	<u>Jul '19 - Jan ...</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Begining Fund Balance</b>	0.00	52,776.00	0.0%
<b>Interest From Earnings</b>	609.83	1,056.00	57.7%
<b>Total Income</b>	<u>609.83</u>	<u>53,832.00</u>	<u>1.1%</u>
<b>Gross Profit</b>	<u>609.83</u>	<u>53,832.00</u>	<u>1.1%</u>
<b>Net Ordinary Income</b>	<u>609.83</u>	<u>53,832.00</u>	<u>1.1%</u>
<b>Net Income</b>	<u><u>609.83</u></u>	<u><u>53,832.00</u></u>	<u><u>1.1%</u></u>

## PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 18, 2020

Subject: J-3.) FINANCIAL REPORTS

- February 2020 Financial Reports

### Local Government Investment Pool

- Average Interest Rate is 2.25%

### General Fund

- \$3,050.00 (final payment) to Cascade Vegetation for weed control (contract service); they finished spraying for the year
- \$11,938.00 to SDIS for Property & Liability Insurance

### Port Development Fund

- \$4,892.50 to Davis Wright Tremaine LLP for Elaine Albrich (contract service) on the UGB Expansion Strategy

### Marina Fund

### Fiscal Impact

- None

Staff Recommendation: **Approve February 2020 Financial Reports as presented**

**Port of The Dalles**  
**Balance Sheet by Class**  
 As of February 29, 2020

	General Fu...	Marina ...	Port Devel...	Un...	TOTAL
<b>ASSETS</b>					
Current Assets					
Checking/Savings					
CSB Checking					
General Checking	31,400.79	0.00	0.00	0.00	31,400.79
Marina Checking	0.00	4,249.94	0.00	0.00	4,249.94
Port Develop. Checking	0.00	0.00	22,285.92	0.00	22,285.92
<b>Total CSB Checking</b>	<b>31,400.79</b>	<b>4,249.94</b>	<b>22,285.92</b>	<b>0.00</b>	<b>57,936.65</b>
LGIP					
Marina Services	0.00	49,563.02	0.00	0.00	49,563.02
Port Develop	0.00	0.00	3,289,019.37	0.00	3,289,019.37
General	1,224,034.22	0.00	0.00	0.00	1,224,034.22
<b>Total LGIP</b>	<b>1,224,034.22</b>	<b>49,563.02</b>	<b>3,289,019.37</b>	<b>0.00</b>	<b>4,562,616.61</b>
Petty Cash	66.24	28.54	55.22	0.00	150.00
<b>Total Checking/Savings</b>	<b>1,255,501.25</b>	<b>53,841.50</b>	<b>3,311,360.51</b>	<b>0.00</b>	<b>4,620,703.26</b>
<b>Total Current Assets</b>	<b>1,255,501.25</b>	<b>53,841.50</b>	<b>3,311,360.51</b>	<b>0.00</b>	<b>4,620,703.26</b>
<b>TOTAL ASSETS</b>	<b><u>1,255,501.25</u></b>	<b><u>53,841.50</u></b>	<b><u>3,311,360.51</u></b>	<b><u>0.00</u></b>	<b><u>4,620,703.26</u></b>
<b>LIABILITIES &amp; EQUITY</b>					
Liabilities					
Current Liabilities					
Other Current Liabilities					
Payroll Liabilities					
P/R Taxes Payable- Pers	1,264.96	0.00	0.00	0.00	1,264.96
P/R Taxes Payable-State	-309.00	0.00	0.00	0.00	-309.00
P/R Taxes Payable-FICA	-569.86	0.00	0.00	0.00	-569.86
P/R Taxes Payable-Federal	-269.00	0.00	0.00	0.00	-269.00
Payroll Liabilities - Other	543.89	0.00	0.00	0.00	543.89
<b>Total Payroll Liabilities</b>	<b>660.99</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>660.99</b>
<b>Total Other Current Liabilities</b>	<b>660.99</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>660.99</b>
<b>Total Current Liabilities</b>	<b>661.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>661.00</b>
<b>Total Liabilities</b>	<b>661.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>661.00</b>
Equity					
Unrestricted Net Assets	957,066.00	53,142.87	3,680,304.94	0.00	4,690,513.81
Net Income	297,774.24	698.57	-368,944.41	0.00	-70,471.60
<b>Total Equity</b>	<b>1,254,840.24</b>	<b>53,841.44</b>	<b>3,311,360.53</b>	<b>0.00</b>	<b>4,620,042.21</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,255,501.24</u></b>	<b><u>53,841.44</u></b>	<b><u>3,311,360.53</u></b>	<b><u>0.00</u></b>	<b><u>4,620,703.21</u></b>
<b>UNBALANCED CLASSES</b>	<b>0.01</b>	<b>0.06</b>	<b>-0.02</b>	<b>0.00</b>	<b>-0.05</b>

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Cash Basis

**Port of The Dalles**  
**Account QuickReport**  
 As of February 29, 2020

Type	Num	Name	Memo	Paid Amount
<b>CSB Checking</b>				
<b>General Checking</b>				
Check	EFT	Brokers National Lif...		-29.90
Bill Pmt -Check	24101	Andrea Klaas		-413.95
Bill Pmt -Check	24102	Angie Wilson		-985.00
Bill Pmt -Check	24103	Bohns Printing		-69.55
Bill Pmt -Check	24104	Cascade Vegetatio...		-3,050.00
Bill Pmt -Check	24105	City Of The Dalles.		-282.21
Bill Pmt -Check	24106	David Griffith		-188.37
Bill Pmt -Check	24107	Greg Weast		-266.40
Bill Pmt -Check	24108	Home Depot Credit ...		-99.95
Bill Pmt -Check	24109	Jennifer Toepke.		-179.40
Bill Pmt -Check	24110	Mike Courtney		-208.78
Bill Pmt -Check	24111	Optimist Printers	38663,39040,39039,37...	-86.00
Bill Pmt -Check	24112	PUD		-472.32
Bill Pmt -Check	24113	Sawyers Ace Hard...		-17.99
Bill Pmt -Check	24114	SDAO	VOID:	0.00
Bill Pmt -Check	24115	The Dalles Disposal		-82.68
Bill Pmt -Check	24116	Verizon		-159.39
Bill Pmt -Check	24117	SDAO		-1,700.00
Paycheck	22652	Jennifer Toepke		-2,084.29
Paycheck	22651	Andrea L. Klaas		-3,319.28
Liability Check	EFT	Oregon Department...	0504064-4	-444.00
Liability Check	EFT	United States Treas...	93-6001833	-1,728.36
Deposit			Deposit	290.00
Liability Check	EFT	Pers	02501	-2,919.41
Bill Pmt -Check	24118	Cardmember Servic...		-4,774.90
Bill Pmt -Check	24119	Gorge Networks		-163.49
Bill Pmt -Check	24120	Hattenhauer Energy...		-77.17
Bill Pmt -Check	24121	SDIS		-11,938.00
Paycheck	24122	Andrea L. Klaas		-3,319.28
Paycheck	24123	Gerald L. Rundell		-615.00
Paycheck	24124	Jennifer Toepke		-1,660.38
Paycheck	24125	Mark R Roth		-166.47
Liability Check	EFT	Oregon Department...	0504064-4	-472.00
Liability Check	EFT	United States Treas...	93-6001833	-1,785.00
General Journal	AW			15,416.19
General Journal	AW		payroll	-4,465.49
General Journal	AW		payroll	-10,092.26
General Journal	AW		payroll	0.00
General Journal	AW		payroll	14,557.75
Total General Checking				-28,052.73
<b>Marina Checking</b>				
Total Marina Checking				
<b>Port Develop. Checking</b>				
Bill Pmt -Check	22648	Andrea Klaas		-357.53
Bill Pmt -Check	22649	Davis Wright Trema...		-4,892.50
Bill Pmt -Check	22650	SDIS		-4,008.06
Transfer			Funds Transfer	50,000.00
General Journal	AW			-15,416.19
Total Port Develop. Checking				25,325.72
Total CSB Checking				-2,727.01
<b>TOTAL</b>				<b>-2,727.01</b>

**Port of The Dalles**  
**Monthly Activity Report by Fund**  
**February 2020**

	General ...	Marina F...	Port Dev...	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Transient Moorage</b>				
Guests	150.00	0.00	0.00	150.00
<b>Total Transient Moorage</b>	150.00	0.00	0.00	150.00
Interest From Earnings	2,292.73	88.74	5,888.76	8,270.23
Prior Yr Property Tax	627.06	0.00	0.00	627.06
Misc. Income	40.00	0.00	0.00	40.00
lease-land/Facility	100.00	0.00	0.00	100.00
Property Tax	2,405.81	0.00	0.00	2,405.81
<b>Total Income</b>	5,615.60	88.74	5,888.76	11,593.10
<b>Gross Profit</b>	5,615.60	88.74	5,888.76	11,593.10
<b>Expense</b>				
<b>PERSONAL SERVICES-</b>				
<b>Payroll Expenses</b>				
<b>Wages</b>				
Salary- Exec. Director	0.00	0.00	9,333.34	9,333.34
Maintenance Supervisor	800.00	0.00	0.00	800.00
Maint- PT	190.00	0.00	0.00	190.00
Admin/Marina Specialist	0.00	0.00	4,441.75	4,441.75
<b>Total Wages</b>	990.00	0.00	13,775.09	14,765.09
FICA-EMPLOYER	75.73	0.00	1,094.45	1,170.18
PERS EMPLOYER	1,304.12	0.00	0.00	1,304.12
WRKRS COMP EMPLOYER	0.72	0.00	4.70	5.42
Payroll Expenses - Other	5.94	0.00	541.95	547.89
<b>Total Payroll Expenses</b>	2,376.51	0.00	15,416.19	17,792.70
Health Insurance	29.90	0.00	4,008.06	4,037.96
<b>Total PERSONAL SERVICES-</b>	2,406.41	0.00	19,424.25	21,830.66
<b>MATERIAL AND SERVICES-</b>				
<b>Transient Moorage Expense</b>				
Transient Moorage Utilities	110.15	0.00	0.00	110.15
<b>Total Transient Moorage Expense</b>	110.15	0.00	0.00	110.15
Contracted Service	985.00	0.00	4,892.50	5,877.50
Develop and Comm	1,405.62	0.00	0.00	1,405.62
Dues, Fees and Subscriptions	1,497.98	0.00	0.00	1,497.98
Insurance-Liability	11,938.00	0.00	0.00	11,938.00
<b>Maintenance and Repair</b>				
Weed Control/landscaping	3,050.00	0.00	0.00	3,050.00
<b>Vehicle Expense</b>				
Repair	28.76	0.00	0.00	28.76
Gas	77.17	0.00	0.00	77.17
<b>Total Vehicle Expense</b>	105.93	0.00	0.00	105.93
<b>Total Maintenance and Repair</b>	3,155.93	0.00	0.00	3,155.93
<b>Launch Ramp</b>				
Garbage	82.68	0.00	0.00	82.68
Launch Ramp Water	125.27	0.00	0.00	125.27
Launch Ramp Electric	27.52	0.00	0.00	27.52
<b>Total Launch Ramp</b>	235.47	0.00	0.00	235.47
Office Supplies	370.14	0.00	0.00	370.14
Staff Development/Enhance	424.89	0.00	0.00	424.89
Travel Expense	602.32	0.00	0.00	602.32
Utilities				

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Cash Basis

**Port of The Dalles**  
**Monthly Activity Report by Fund**  
**February 2020**

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	<u>General ...</u>	<u>Marina F...</u>	<u>Port Dev...</u>	<u>TOTAL</u>
<b>Office</b>				
<b>Water Office</b>	50.30	0.00	0.00	50.30
<b>Office Electric</b>	334.65	0.00	0.00	334.65
<b>Sewer Office</b>	106.64	0.00	0.00	106.64
<b>Telephone</b>	322.88	0.00	0.00	322.88
<b>Total Office</b>	<u>814.47</u>	<u>0.00</u>	<u>0.00</u>	<u>814.47</u>
<b>Total Utilities</b>	814.47	0.00	0.00	814.47
<b>Marketing Expenses</b>				
<b>Travel</b>	3,469.73	0.00	357.53	3,827.26
<b>Total Marketing Expenses</b>	<u>3,469.73</u>	<u>0.00</u>	<u>357.53</u>	<u>3,827.26</u>
<b>Total MATERIAL AND SERVICES-</b>	<u>25,009.70</u>	<u>0.00</u>	<u>5,250.03</u>	<u>30,259.73</u>
<b>Total Expense</b>	<u>27,416.11</u>	<u>0.00</u>	<u>24,674.28</u>	<u>52,090.39</u>
<b>Net Ordinary Income</b>	-21,800.51	88.74	-18,785.52	-40,497.29
<b>Net Income</b>	<u><u>-21,800.51</u></u>	<u><u>88.74</u></u>	<u><u>-18,785.52</u></u>	<u><u>-40,497.29</u></u>

**Port of The Dalles-GENERAL**  
**Profit & Loss Budget vs. Actual-SUMMARY**  
 July 2019 through February 2020

	<u>Jul '19 - Feb...</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Grants	85,158.90		
Begining Fund Balance	0.00	884,921.00	0.0%
Transient Moorage	1,520.00	2,000.00	76.0%
Map Grant	8,300.00	9,800.00	84.7%
Interest From Earnings	22,340.81	17,699.00	126.2%
Prior Yr Property Tax	12,387.38		
Misc. Income	641.71	2,000.00	32.1%
lease-land/Facility	66,727.40	65,500.00	101.9%
SDAO Grant	0.00	6,000.00	0.0%
Airport Well	0.00	15,150.00	0.0%
Marina Loan	0.00	11,621.00	0.0%
Property Tax	322,552.89	333,461.00	96.7%
<b>Total Income</b>	<u>519,629.09</u>	<u>1,348,152.00</u>	<u>38.5%</u>
<b>Gross Profit</b>	519,629.09	1,348,152.00	38.5%
<b>Expense</b>			
PERSONAL SERVICES-	109,883.19	179,280.00	61.3%
MATERIAL AND SERVICES-	96,866.28	144,000.00	67.3%
CAPITAL OUTLAYS-	15,105.38	40,000.00	37.8%
<b>Total Expense</b>	<u>221,854.85</u>	<u>363,280.00</u>	<u>61.1%</u>
<b>Net Ordinary Income</b>	297,774.24	984,872.00	30.2%
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
Transfer to Other Funds	0.00	500,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
<b>Total Other Expense</b>	<u>0.00</u>	<u>550,000.00</u>	<u>0.0%</u>
<b>Net Other Income</b>	0.00	-550,000.00	0.0%
<b>Net Income</b>	<u><u>297,774.24</u></u>	<u><u>434,872.00</u></u>	<u><u>68.5%</u></u>



**Port of The Dalles-GENERAL**  
**Profit & Loss Budget vs. Actual-DETAIL**  
 July 2019 through February 2020

	Jul '19 - Fe...	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Grants	85,158.90		
Beginning Fund Balance	0.00	884,921.00	0.0%
Transient Moorage			
Guests	1,520.00	2,000.00	76.0%
<b>Total Transient Moorage</b>	1,520.00	2,000.00	76.0%
Map Grant			
Launch Ramp	0.00	9,800.00	0.0%
Map Grant - Other	8,300.00		
<b>Total Map Grant</b>	8,300.00	9,800.00	84.7%
Interest From Earnings	22,340.81	17,699.00	126.2%
Prior Yr Property Tax	12,387.38		
Misc. Income	641.71	2,000.00	32.1%
lease-land/Facility	66,727.40	65,500.00	101.9%
SDAO Grant	0.00	6,000.00	0.0%
Airport Well	0.00	15,150.00	0.0%
Marina Loan	0.00	11,621.00	0.0%
Property Tax	322,552.89	333,461.00	96.7%
<b>Total Income</b>	519,629.09	1,348,152.00	38.5%
<b>Gross Profit</b>	519,629.09	1,348,152.00	38.5%
<b>Expense</b>			
<b>PERSONAL SERVICES-</b>			
Payroll Expenses			
Wages			
Marketing/Communications	0.00	7,200.00	0.0%
Assistant Spec. Projects	0.00	31,200.00	0.0%
Salary- Exec. Director	47,727.30	75,000.00	63.6%
Maintenance Supervisor	6,250.00	11,980.00	52.2%
Maint- PT	1,304.00	10,400.00	12.5%
Admin/Marina Specialist	20,934.50		
<b>Total Wages</b>	76,215.80	135,780.00	56.1%
FICA-EMPLOYER	6,506.42	10,000.00	65.1%
PERS EMPLOYER	9,678.52	11,000.00	88.0%
WRKRS COMP EMPLOYER	2,156.99	2,500.00	86.3%
Payroll Expenses - Other	154.47		
<b>Total Payroll Expenses</b>	94,712.20	159,280.00	59.5%
Health Insurance	15,170.99	20,000.00	75.9%
<b>Total PERSONAL SERVICES-</b>	109,883.19	179,280.00	61.3%
<b>MATERIAL AND SERVICES-</b>			
Transient Moorage Expense			
Transient Moorage Utilities	328.27		
<b>Total Transient Moorage Expense</b>	328.27		
Contracted Service	9,405.00	25,000.00	37.6%
Account and Audit	10,000.00	10,000.00	100.0%
Develop and Comm	4,106.12	5,000.00	82.1%
Dues, Fees and Subscriptions	17,972.87	24,000.00	74.9%
Insurance-Liability	11,938.00	15,000.00	79.6%
Legal	2,145.00	5,000.00	42.9%
Maintenance and Repair			
Weed Control/landscaping	13,258.96		
Shop	1,009.86		
Office	1,051.90		
Vehicle Expense			

**Port of The Dalles-GENERAL**  
**Profit & Loss Budget vs. Actual-DETAIL**  
**July 2019 through February 2020**

	Jul '19 - Fe...	Budget	% of Budget
Repair	573.06		
Gas	580.63		
<b>Total Vehicle Expense</b>	<b>1,153.69</b>		
Maintenance and Repair - Other	0.00	15,000.00	0.0%
<b>Total Maintenance and Repair</b>	<b>16,474.41</b>	<b>15,000.00</b>	<b>109.8%</b>
<b>Launch Ramp</b>			
Garbage	839.30		
Supplies	3,140.85		
Launch Ramp Water	1,002.16	375.00	267.2%
Launch Ramp Garbage	0.00	250.00	0.0%
Launch Ramp Electric	293.08	375.00	78.2%
Launch Ramp - Other	0.00	12,000.00	0.0%
<b>Total Launch Ramp</b>	<b>5,275.39</b>	<b>13,000.00</b>	<b>40.6%</b>
Office Supplies	2,639.34	5,000.00	52.8%
Office Equipment	2,236.06	3,000.00	74.5%
Staff Development/Enhance	1,004.84	3,000.00	33.5%
Travel Expense	2,476.33	10,000.00	24.8%
<b>Utilities</b>			
Industrial			
Industrial Water	445.60	2,000.00	22.3%
<b>Total Industrial</b>	<b>445.60</b>	<b>2,000.00</b>	<b>22.3%</b>
Office			
Water Office	1,174.36		
Office Electric	1,484.66		
Sewer Office	825.12		
Garbage Office	359.57		
Telephone	2,632.80		
<b>Total Office</b>	<b>6,476.51</b>		
Utilities - Other	0.00	9,000.00	0.0%
<b>Total Utilities</b>	<b>6,922.11</b>	<b>11,000.00</b>	<b>62.9%</b>
<b>Marketing Expenses</b>			
Travel	3,942.54		
<b>Total Marketing Expenses</b>	<b>3,942.54</b>		
<b>Total MATERIAL AND SERVICES-</b>	<b>96,866.28</b>	<b>144,000.00</b>	<b>67.3%</b>
<b>CAPITAL OUTLAYS-</b>			
Marina Expense			
Faciltiy Improvements	2,970.08	10,000.00	29.7%
<b>Total Marina Expense</b>	<b>2,970.08</b>	<b>10,000.00</b>	<b>29.7%</b>
Building Improvements	12,135.30	30,000.00	40.5%
<b>Total CAPITAL OUTLAYS-</b>	<b>15,105.38</b>	<b>40,000.00</b>	<b>37.8%</b>
<b>Total Expense</b>	<b>221,854.85</b>	<b>363,280.00</b>	<b>61.1%</b>
Net Ordinary Income	297,774.24	984,872.00	30.2%
Other Income/Expense			
Other Expense			
Transfer to Other Funds	0.00	500,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
<b>Total Other Expense</b>	<b>0.00</b>	<b>550,000.00</b>	<b>0.0%</b>

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Cash Basis

Port of The Dalles-GENERAL  
**Profit & Loss Budget vs. Actual-DETAIL**  
July 2019 through February 2020

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	<u>Jul '19 - Fe...</u>	<u>Budget</u>	<u>% of Budget</u>
Net Other Income	0.00	-550,000.00	0.0%
Net Income	<u>297,774.24</u>	<u>434,872.00</u>	<u>68.5%</u>

**Port of The Dalles-PDF**  
**Profit & Loss Budget vs. Actual-SUMMARY**  
July 2019 through February 2020

	<u>Jul '19 - Feb 20</u>	<u>Budget</u>	<u>% of ...</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Grants</b>	5,000.00		
<b>Begining Fund Balance</b>	0.00	4,050,143.00	0.0%
<b>Interest From Earnings</b>	52,876.32	81,003.00	65.3%
<b>Interest From Contracts</b>	2,987.32	5,000.00	59.7%
<b>matching grants</b>	0.00	200,000.00	0.0%
<b>Land Sales</b>	3,085.24	800,000.00	0.4%
<b>City Of Dufur Water System Loan</b>	0.00	39,310.00	0.0%
<b>Total Income</b>	<u>63,948.88</u>	<u>5,175,456.00</u>	<u>1.2%</u>
<b>Gross Profit</b>	63,948.88	5,175,456.00	1.2%
<b>Expense</b>			
<b>PERSONAL SERVICES-</b>	42,262.82	101,520.00	41.6%
<b>MATERIAL AND SERVICES-</b>	37,954.32	137,000.00	27.7%
<b>CAPITAL OUTLAYS-</b>	0.00	2,560,000.00	0.0%
<b>Total Expense</b>	<u>80,217.14</u>	<u>2,798,520.00</u>	<u>2.9%</u>
<b>Net Ordinary Income</b>	-16,268.26	2,376,936.00	-0.7%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
<b>transfer from other funds</b>	0.00	500,000.00	0.0%
<b>Total Other Income</b>	0.00	500,000.00	0.0%
<b>Other Expense</b>			
<b>Special Payments</b>	200,000.00	1,500,000.00	13.3%
<b>Other Debt Service</b>	152,676.15	175,000.00	87.2%
<b>General Operating Contingency</b>	0.00	50,000.00	0.0%
<b>Total Other Expense</b>	<u>352,676.15</u>	<u>1,725,000.00</u>	<u>20.4%</u>
<b>Net Other Income</b>	-352,676.15	-1,225,000.00	28.8%
<b>Net Income</b>	<u><u>-368,944.41</u></u>	<u><u>1,151,936.00</u></u>	<u><u>-32.0%</u></u>

**Port of The Dalles-PDF**  
**Profit & Loss Budget vs. Actual-DETAIL**  
 July 2019 through February 2020

	Jul '19 - F...	Budget	% of ...
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Grants	5,000.00		
Begining Fund Balance	0.00	4,050,143.00	0.0%
Interest From Earnings	52,876.32	81,003.00	65.3%
Interest From Contracts			
V&G	2,987.32		
Interest From Contracts - Other	0.00	5,000.00	0.0%
<b>Total Interest From Contracts</b>	<b>2,987.32</b>	<b>5,000.00</b>	<b>59.7%</b>
<b>matching grants</b>	<b>0.00</b>	<b>200,000.00</b>	<b>0.0%</b>
<b>Land Sales</b>			
V&G	3,085.24		
Land Sales - Other	0.00	800,000.00	0.0%
<b>Total Land Sales</b>	<b>3,085.24</b>	<b>800,000.00</b>	<b>0.4%</b>
<b>City Of Dufur Water System Loan</b>	<b>0.00</b>	<b>39,310.00</b>	<b>0.0%</b>
<b>Total Income</b>	<b>63,948.88</b>	<b>5,175,456.00</b>	<b>1.2%</b>
<b>Gross Profit</b>	<b>63,948.88</b>	<b>5,175,456.00</b>	<b>1.2%</b>
<b>Expense</b>			
<b>PERSONAL SERVICES-</b>			
<b>Payroll Expenses</b>			
<b>Wages</b>			
Marketing/Communications	0.00	7,200.00	0.0%
Assistant Spec. Projects	0.00	31,200.00	0.0%
Salary- Exec. Director	26,939.42	37,000.00	72.8%
Maintenance Supervisor	600.00	4,000.00	15.0%
Admin/Marina Specialist	4,441.75		
<b>Total Wages</b>	<b>31,981.17</b>	<b>79,400.00</b>	<b>40.3%</b>
<b>FICA-EMPLOYER</b>	<b>2,487.22</b>	<b>5,000.00</b>	<b>49.7%</b>
<b>PERS EMPLOYER</b>	<b>0.00</b>	<b>7,000.00</b>	<b>0.0%</b>
<b>WRKRS COMP EMPLOYER</b>	<b>9.64</b>	<b>120.00</b>	<b>8.0%</b>
<b>Payroll Expenses - Other</b>	<b>580.08</b>		
<b>Total Payroll Expenses</b>	<b>35,058.11</b>	<b>91,520.00</b>	<b>38.3%</b>
<b>Health Insurance</b>	<b>7,204.71</b>	<b>10,000.00</b>	<b>72.0%</b>
<b>Total PERSONAL SERVICES-</b>	<b>42,262.82</b>	<b>101,520.00</b>	<b>41.6%</b>
<b>MATERIAL AND SERVICES-</b>			
<b>Land Sales</b>			
Land Sales Closing Cost	0.00	10,000.00	0.0%
Land Sale Commissions	0.00	20,000.00	0.0%
<b>Total Land Sales</b>	<b>0.00</b>	<b>30,000.00</b>	<b>0.0%</b>
Contracted Service	23,892.50	50,000.00	47.8%
Account and Audit	4,980.00	10,000.00	49.8%
Develop and Comm	1,274.08	2,000.00	63.7%
Legal	300.00	15,000.00	2.0%
Office Supplies	44.00		
<b>Marketing Expenses</b>			
Media/Promo	244.86	10,000.00	2.4%
Travel	7,218.88	20,000.00	36.1%
<b>Total Marketing Expenses</b>	<b>7,463.74</b>	<b>30,000.00</b>	<b>24.9%</b>
<b>Total MATERIAL AND SERVICES-</b>	<b>37,954.32</b>	<b>137,000.00</b>	<b>27.7%</b>
<b>CAPITAL OUTLAYS-</b>			
Engineering/Consultants	0.00	50,000.00	0.0%
Land Acquisition/Development	0.00	2,000,000.00	0.0%

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Cash Basis

**Port of The Dalles-PDF  
Profit & Loss Budget vs. Actual-DETAIL  
July 2019 through February 2020**

	Jul '19 - F...	Budget	% of ...
PDF- Facility Improvements	0.00	10,000.00	0.0%
Partnership Projects	0.00	500,000.00	0.0%
<b>Total CAPITAL OUTLAYS-</b>	<b>0.00</b>	<b>2,560,000.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>80,217.14</b>	<b>2,798,520.00</b>	<b>2.9%</b>
<b>Net Ordinary Income</b>	<b>-16,268.26</b>	<b>2,376,936.00</b>	<b>-0.7%</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
transfer from other funds			
General Fund	0.00	500,000.00	0.0%
<b>Total transfer from other funds</b>	<b>0.00</b>	<b>500,000.00</b>	<b>0.0%</b>
<b>Total Other Income</b>	<b>0.00</b>	<b>500,000.00</b>	<b>0.0%</b>
<b>Other Expense</b>			
<b>Special Payments</b>			
CGCC Community College	200,000.00	1,500,000.00	13.3%
<b>Total Special Payments</b>	<b>200,000.00</b>	<b>1,500,000.00</b>	<b>13.3%</b>
<b>Other Debt Service</b>	<b>152,676.15</b>	<b>175,000.00</b>	<b>87.2%</b>
General Operating Contingency	0.00	50,000.00	0.0%
<b>Total Other Expense</b>	<b>352,676.15</b>	<b>1,725,000.00</b>	<b>20.4%</b>
<b>Net Other Income</b>	<b>-352,676.15</b>	<b>-1,225,000.00</b>	<b>28.8%</b>
<b>Net Income</b>	<b>-368,944.41</b>	<b>1,151,936.00</b>	<b>-32.0%</b>

**Port of The Dalles-MARINA**  
**Profit & Loss Budget vs. Actual-SUMMARY**  
July 2019 through February 2020

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	<u>Jul '19 - Feb ...</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Beginning Fund Balance	0.00	52,776.00	0.0%
Interest From Earnings	698.57	1,056.00	66.2%
<b>Total Income</b>	<u>698.57</u>	<u>53,832.00</u>	<u>1.3%</u>
<b>Gross Profit</b>	<u>698.57</u>	<u>53,832.00</u>	<u>1.3%</u>
<b>Net Ordinary Income</b>	<u>698.57</u>	<u>53,832.00</u>	<u>1.3%</u>
<b>Net Income</b>	<u><u>698.57</u></u>	<u><u>53,832.00</u></u>	<u><u>1.3%</u></u>

## PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 18, 2020

Subject: **J-4.) Approve & Adopt Resolution No. 20-001 Supplemental Budget**

- Resolution No. 20-001 Supplemental Budget FY 2019/2020-Port Development Fund

Staff Recommendation: **Approve & Adopt Resolution No. 20-001 Supplemental Budget FY 2019/2020 Port Development Fund as presented**





A RESOLUTION ADOPTING A SUPPLEMENTAL )  
 BUDGET FOR FISCAL YEAR 2019/2020, MAKING )  
 APPROPRIATIONS AND AUTHORIZING ) RESOLUTION NO. 20-001  
 EXPENDITURES FROM AND WITHIN THE PORT )  
 OF THE DALLES PORT DEVELOPMENT FUND )  
 ADOPTED BUDGET )

WHEREAS, the Port of The Dalles Port Development Fund has realized an additional \$100,000 in UGB Partnership Donations, with proposed allocations of \$100,000 to additional contracted services in the Material and Services, for UGB Contracted Services;

NOW, THEREFORE, BE IT RESOLVED BY THE PORT OF THE DALLES COMMISSION AS FOLLOWS:

**Section 1. Adopting the Supplemental Budget.** The Port Commission hereby adopt the Supplemental Budget for FY 19/20, increasing revenues and making appropriations as follows:

Summary of Supplemental Budget-Line Item Detail				
Fund	Resource	Amount	Requirement	Amount
Port Development Fund	Donations	\$100,000	Material & Services-Contracted Services	\$100,000
	<b>Total New Resources</b>	<b>\$100,000</b>	<b>Total New Requirements</b>	<b>\$100,000</b>
			<b>New Total Material &amp; Services Requirements</b>	<b>\$237,000</b>
	<b>New Total All Port Development Fund Resources</b>	<b>\$5,775,456</b>	<b>New Total All Port Development Fund Expenditures</b>	<b>\$5,775,456</b>

**Section 2. Effective Date.** This Resolution shall become effective upon adoption by the Port Commission and shall remain in effect until receipt and acceptance of the FY 19/20 audit report.

PASSED, APPROVED AND ADOPTED BY THE PORT COMMISSION THIS 18TH DAY OF MARCH, 2020

Voting Yes, Commissioners: \_\_\_\_\_  
 Voting No, Commissioners: \_\_\_\_\_  
 Absent, Commissioners: \_\_\_\_\_  
 Abstaining, Commissioners: \_\_\_\_\_

PORT OF THE DALLES:

SIGNED:

\_\_\_\_\_  
 Greg Weast, President  
 Board of Commissioners

ATTEST:

\_\_\_\_\_  
 Robert Wallace, Secretary  
 Board of Commissioners

## PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: March 18, 2020

Subject: **J-5.) Approve & Adopt Resolution No. 20-002 Budget Transfers**

- Resolution No. 20-002 Authorizing Budget Transfers FY 2019/2020-Port Development Fund

Staff Recommendation: **Approve & Adopt Resolution No. 20-002 Authorizing Budget Transfers FY 2019/2020 Port Development Fund as presented**



A RESOLUTION AUTHORIZING A TRANSFER )  
 OF A BUDGETED AMOUNT BETWEEN )  
 CATEGORIES OF THE PORT OF THE DALLES ) RESOLUTION NO. 20-002  
 ADOPTED BUDGET, MAKING APPROPRIATIONS )  
 AND AUTHORIZING EXPENDITURES FOR )  
 THE FISCAL YEAR ENDING JUNE 30, 2020 )

WHEREAS, during the budget year certain funds may experience expenditures above approved category limits; and

WHEREAS, Oregon Budget Law recognizes these events and allows for transferring of funds between approved category limits within and between funds; and

WHEREAS, \$50,000 is requested from Contingency in the Port Development Fund to Contracted Services in the Port Development Fund for UGB Contracted Services; and

WHEREAS, \$50,000 is requested from Partnership Projects in the Port Development Fund to Special Payments in the Port Development Fund for the contribution of maintaining the Riverfront Trail.

NOW, THEREFORE, BE IT RESOLVED BY THE PORT OF THE DALLES COMMISSION AS FOLLOWS:

**Section 1. Authorizing Budget Transfers.** The Port Commission hereby authorizes the following transfers of funds between budgeted categories and funds:

FUND OR DEPT.	BUDGETED	RESOURCES NEEDED	REALLOCATED
PORT DEVELOPMENT FUND			
from Contingency	\$50,000	\$50,000	-\$50,000
to Contracted Service	\$50,000	\$100,000	+\$50,000
from Partnership Projects	\$500,000	\$450,000	-\$50,000
to Special Payments	\$1,500,000	\$1,550,000	+\$50,000

**Section 2. Effective Date.** This Resolution shall become effective upon adoption by the Port Commission and shall remain in effect until receipt and acceptance of the FY 19/20 audit report.

PASSED, APPROVED AND ADOPTED BY THE PORT COMMISSION THIS 18TH DAY OF MARCH, 2020

Voting Yes, Commissioners: \_\_\_\_\_  
 Voting No, Commissioners: \_\_\_\_\_  
 Absent, Commissioners: \_\_\_\_\_  
 Abstaining, Commissioners: \_\_\_\_\_

PORT OF THE DALLES:

SIGNED:

\_\_\_\_\_  
 Greg Weast, President  
 Board of Commissioners

ATTEST:

\_\_\_\_\_  
 Robert Wallace, Secretary  
 Board of Commissioners

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: March 18, 2020

Subject: **K-1.) COT, Washington DC Community Outreach Program  
Recap**

### Background:

Executive Director Klaas & President Weast were members of the Community Outreach Team that visited Washington DC the second week of March with their Community Outreach Program to request assistance and support on projects and issues affecting The Dalles area.

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: March 18, 2020

Subject: **K-2.) The Dalles Buildable Lands Inventory Update**

### Background:

In Executive Director Klaas's absence, Executive Assistant Toepke & Commissioner Courtney attended both the Economic Opportunities Advisory Committee Meeting & the City Council's Work Session, at the City of The Dalles on Monday, March 9<sup>th</sup>

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: March 18, 2020

Subject: L-1.) STAFF REPORT

### TD COT Outreach Trip Washington D.C.

- Executive Director Andrea Klaas authored/edited/printed the program book
- Executive Assistant Jennifer Toepke reconfirmed appointments/reservations
- TD COT met for their monthly meeting - the main subject was final preparations for the trip departure

### Association of Governmental Risk Pools Governance Conference 2020

- ED Klaas attended the conference in Orlando, Florida the first week of March

### Columbia River Gorge Commission Meeting

- EA Toepke was scheduled to attend the March 10, 2020 meeting in ED Klaas's absence, however the meeting was cancelled and noted that the next scheduled meeting will be via online technology

### Economic Opportunities Analysis Advisory Committee Meeting

- EA Toepke & Commissioner Courtney attended in ED Klaas's absence

### City of The Dalles, City Council Work Session: Gorge Commission NSA Management Plan 2020 Update and City UGB/UAB Expansion Efforts

- EA Toepke & Com Courtney attended in ED Klaas's absence

### American Queen Steamboat Company

- EA Toepke was scheduled to attend the Economic Impact & Community Relations Event, however the meeting was cancelled

### Urban Renewal Agency-Statewide Expert, Elaine Howard

- ED Klaas attended Elaine Howard's presentation on "Under Levy"

Jordan/Chelsa Landscaping did a thorough Spring Cleaning of the Port grounds

Based on land sales nearby, the Port has changed the asking price of the remaining property on Klindt Drive to \$550,000 for the 1+ acre parcel next to the greenhouse. EA Toepke to do a market research into property prices for future reference

The Port received around 10 inquiries in the last month from companies either interested in buying property, or leasing

EA Toepke continues to work with NWC Parks & Recreation to finish Phase Two of Klindt Cove Park

Harbormaster Mark Roth gave EA Toepke a tour of The Dalles Marina & Launch Ramp

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: March 18, 2020

Subject: L-2.) COMMITTEE REPORTS

- **Chamber of Commerce:** Commissioner Griffith
  
- **Dufur:** Commissioner Wallace
  
- **Wasco County EDC:** Commissioner Courtney  
*March Meeting Cancelled*
  
- **Urban Renewal:** Commissioner Coburn  
*March Meeting Cancelled*
  
- **Community Outreach Team:** Commissioner Weast & Executive Director Klaas



## PORT OF THE DALLES AGENDA ITEM

Meeting Date: March 18, 2020

Subject: **O.) COMMISSION CALL**

- Commissioner Weast
  
  
  
- Commissioner Courtney
  
  
  
- Commissioner Coburn
  
  
  
- Commissioner Wallace
  
  
  
- Commissioner Griffith