

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
August 9, 2017
Port Office

The Regular Meeting of the Port Commissioners was called to order by President Greg Weast at 7:00PM

ROLL CALL

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

Staff: Andrea Klaas, Executive Director; Kathy Norton, Director's Assistant; Kathy Ursprung, Marketing & Communications; Angie Wilson, Bookkeeper; Bill Dick, Attorney

Guests: Roger Kline (left 7:20pm), Kurt Conger (left 7:20pm), Sue Miller (left 8:00pm)

Pledge of Allegiance: Commissioner Griffith

AGENDA CORRECTIONS or ADDITIONS

None

VISITOR BUSINESS (for items not already on the agenda)

1. PUD – Kurt Conger and Roger Kline updated the Commission on the status of the Riverfront Part trailhead. Because of access issues created by the steep terrain the PUD wanted permission to the trailhead from Lot 3 & Tract B to Tract A. By consensus the Port Commission approved moving the trailhead to Tract A.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the August and September 2017 calendars. A Port Commission and Staff retreat was set for September 16, 2017 at Rock creek.

ACTION ITEMS

1. **Motion to approve July 12, 2017 Regular Meeting Minutes. M/M.Courtney, S/R.Wallace. Motion approved unanimously.**
2. July, 2017 Financial Reports – Interest accounts were transferred into Columbia River Bank Account in July in the amount of \$2,001,407.19. These funds will be transferred into the LGIP account in August to draw the 1.35 interest **Motion to approve July 2017 Financials as submitted. M/D.Griffith, S/M.Courtney. Motion approved unanimously.**
3. Devco Mechanical Proposal – Motion to approve tabled to September meeting. Staff was directed to follow up with Anderson Perry for more information.

STAFF REPORT

1. *Director's Report* – Andrea Klaas provided full report in meeting packet. Met with folks from Japan looking for ways to foster business opportunities between The Dalles and Miyoshi Japan; Outreach Team gearing up for September DC trip; PUD has energized the Rivertrail Substation; Staff interviewed eight candidates for the RARE participant position and have been notified that Bayoan Ware will be our RARE participant this year; Responded to Dr. Lindsay's request to have 3 items removed from the title report, I don't see any issues with doing that; A lot of work is being done at the Launch Ramp restrooms..
2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Recruitment & Creation – AgLAB: Met with Food Security Steering Committee to discuss

plans for a Food Bank distribution Center; Website – changing email newsletter to do a better job of driving traffic to our website; Publicity – A branded story of the Port will appear in the September issue of Oregon Businesses Magazine; Community Internship – Gorge Works steering committee for to provide organizing direction; Dufur Community – working on grant for branding Dufur for new business opportunities; Made in Gorge/Wasco co Expo – partnering with Chamber to help recruit local makers to a local expo as part of the Granada’s grand opening as part of Veterans Day weekend.

3. *Special Projects Update*: Kathy Norton provided full report in meeting packet. Klindt Cove Park-Site plan sent to City Planning; Kitchen Remodel – waiting on Adam’s Design; CGIC mailbox station – working on potential locations; Launch Ramp restrooms – Jerry doing projects around restrooms to upgrade facility; Marina Sewer Pumps – met with Devco to review Anderson Perry recommendations; Administrative – assisting with audit, updating Minute books and Policies & Procedures files.
4. *Reports of Committees*
 - a) Urban Renewal – Commissioner Coburn: Worked on planning issues at last meeting.
 - b) Chamber of Commerce: Commissioner Griffith: Analyzing their Economic Development committee, working on the building remodel.
 - c) Wasco EDC – Kathy Ursprung: Next meeting in Shaniko on September 7, 2017.
 - d) COT – Greg Weast/Andrea Klaas: Preparing for September trip.

DECISIONS FROM EXECUTIVE SESSION

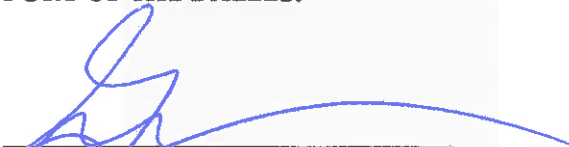
None

COMMISSION CALL

1. President G. Weast: Would like to see a white board for the Conference room. Exe Director Evaluation needs to be on the September agenda.
2. Commissioner Griffith: Received a call from Marina tenant saying they really like what The Dalles Marina is doing; Looking for old school bus for mobile Art Gallery.
3. Commissioner Wallace: Received a call from Marina tenant saying they really like what The Dalles Marina is doing; Would like to have Kathy Ursprung involved in Dufur with school intersection project.
4. Commissioner Courtney: Would like the damage to the Port truck fixed; Add Mission Statement to the Agenda; Received a call from Marina tenant saying they really like what The Dalles Marina is doing but were concerned Angie Wilson would leave; Congratulation Kathy Ursprung on being elected School Board Chairman, concerned about the time commitment and impact on her health; asked for a report on Main St.


THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 9:05 PM.

PORT OF THE DALLES:



Greg Weast, President
Board of Commissioners

ATTEST:



Robert Wallace, Secretary
Board of Commissioners

DATE APPROVED:

Prepared by: K.Norton