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

PORT COMMISSION MEETING WEDNESDAY, DECEMBER 11, 2024, 5:45 P.M. THE DALLES COUNTRY CLUB, 4550 HIGHWAY 30W, THE DALLES, OREGON

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL Executive Assistant Toepke
- C. PLEDGE OF ALLEGIANCE
- D. AGENDA CORRECTIONS OR ADDITIONS Executive Director Klaas
- E. PUBLIC COMMENT OR QUESTION 3-minute limit per person per subject
- F. UPCOMING MEETINGS/EVENTS
 - January 8, 2025: Port Commission Meeting
 - February 6-9, 2025: 2025 SDAO Annual Conference: Bend, Oregon
- G. ACTION ITEMS
 - 1. November 14, 2024, Regular Session Meeting Minutes
 - 2. September 2024 Financial Reports
 - 3. October 2024 Financial Reports
 - 4. November 2024 Financial Reports
- H. REPORTS
 - 1. Director's Report Executive Director Klaas
 - 2. Dock Committee Commissioner Willer
 - 3. The Dalles Community Outreach Team Executive Director Klaas
 - 4. Wasco County Economic Development Commission Executive Assistant Toepke
- I. COMMISSION CALL
- J. ADJOURN

PORT OF THE DALLES AGENDA ITEM

MEETING DATE December 11, 2024

UPCOMING MEETINGS/EVENTS F.) 2025 MEETINGS/EVENTS

The following finds the Port Commission Regular Session Meeting Schedule for 2025, plus the date for the 2025 SDAO Annual Conference in Bend, the Port Budget Committee Meeting, and Special District Elections. Thus far no Port Commission Regular Session Meeting dates have been changed, they are all confirmed for the 2nd Wednesday of the month at 5:30 p.m., with dinner being served prior at 4:45 p.m. If you are aware of meetings that you will be unavailable to attend, kindly inform Staff. Should a meeting date/time need to be changed due to no quorum or Staff needs, a poll will be taken ahead of time to decide on a preferred date/time to change the meeting too. Occasionally a special meeting - executive or work session – will need to be scheduled in addition to the monthly regular session meeting, again, a poll will be taken ahead of time to choose the optimal date/time.

January 8, 2025: Port Commission Meeting

February 6-9, 2025: 2025 SDAO Annual Conference: Bend, Oregon

February 12, 2025: Port Commission Meeting

March 12, 2025: Port Commission Meeting

April 9, 2025: Port Commission Meeting

April 16, 2025: Port Budget Committee Meeting

May 14, 2025: Port Commission Meeting

May 20, 2025: Special District Elections

June 11, 2025: Port Commission Meeting

July 9, 2025: Port Commission Meeting

August 13, 2025: Port Commission Meeting

September 10, 2025: Port Commission Meeting

October 8, 2025: Port Commission Meeting

November 12, 2025: Port Commission Meeting

December 10, 2025: Port Commission Meeting

PORT OF THE DALLES AGENDA ITEM

MEETING DATE December 11, 2024

ACTION ITEM G-1.) November 14, 2024, Regular Session Meeting Minutes

STAFF RECOMMENDATION Approve November 14, 2024, Regular Session Meeting Minutes as presented

PORT OF THE DALLES COMMISSION

Regular Session Meeting Minutes Thursday, November 14, 2024, 4:30 p.m. U.S. Forest Service Barlow Ranger District, Dufur, Oregon

The Regular Session Meeting of the Port Commissioners was called to order by <u>President Wallace</u> at 4:40 p.m.

ROLL CALL Executive Assistant Toepke

- o COMMISSION Robert Wallace, President; Greg Weast, Vice-President; John Willer, Secretary; Mary Hanlon, Assistant Secretary/Treasurer Absent: Staci Coburn, Treasurer
- o STAFF Andrea Klaas, Executive Director; Jennifer Toepke, Executive Assistant; Bill Dick, Attorney, Dick, Dick & Corey
- COMMUNITY PARTNERS Kameron C. Sam, East Zone District Ranger & John Bowers, Deputy District Ranger, Forest Service Mt. Hood National Forest, Barlow and Hood River Ranger Districts; Merle Keys, Mayor & Kathy Bostick, City Recorder, City of Dufur; Kathy Bostick City Recorder, City of Dufur, on behalf of Ann Ferguson, Dufur Recreation District; Jack Henderson, Superintendent, Dufur School District #29; Steve Kramer, Wasco County Commissioner
- GUESTS Connor Reed, Dufur City Mayor Elect; Jeff Justesen, Wasco County Commissioner Elect; Jeff Kaser, General Manager, Mid-Columbia Producers, Inc.; Brenda Thomas, President Orchard View Farms

PLEDGE OF ALLEGIANCE Commissioner Willer

AGENDA ADDITIONS None

PUBLIC COMMENT OR QUESTION None

UPCOMING MEETINGS/EVENTS As included in meeting packet.

REGULAR SESSION ADJOURNED AT 4:44 P.M. & EXECUTIVE SESSION COMMENCED AT 4:44 P.M.

EXECUTIVE SESSION as allowed by <u>ORS 192.660(2)(e)</u> To conduct deliberations with persons designated by the governing body to negotiate real property transactions, and <u>ORS 192.660(2)(h)</u> To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed *<u>Media representatives are instructed not to report or disclose matters discussed in Executive Session</u>

EXECUTIVE SESSION ADJOURNED AT 5:02 P.M. & REGULAR SESSION RESUMED AT 5:02 P.M.

ACTION FROM EXECUTIVE SESSION None

ACTION ITEMS

- 1. September 11, 2024, Regular Session Meeting Minutes Stand as presented
- 2. September 2024 Financial Reports <u>Motion to table until December's Port Commission Meeting when Commissioner Coburn (Treasurer)</u> is <u>present</u>.: M/G. Weast, S/J. Willer; Motion passed unanimously by four Commissioners *Commissioner Coburn not present to vote.
- 3. October 2024 Financial Reports <u>Motion to table until December's Port Commission Meeting when Commissioner Coburn (Treasurer) is present.</u>: M/G. Weast, S/J. Willer; Motion passed unanimously by four Commissioners *Commissioner Coburn not present to vote.
- 4. The Dalles Marina Rules & Regulations <u>Motion to accept as presented</u>.: M/G. Weast, S/J. Willer; Motion passed unanimously by four Commissioners *Commissioner Coburn not present to vote.
- 5. Public Meeting Policy <u>Motion to accept as presented.</u>: M/G. Weast, S/J. Willer; Motion passed unanimously by four Commissioners *Commissioner Coburn not present to vote. *Executive Director Klaas is required to keep a list of interpreters; Commissioner Willer recommended Genie as a possible resource.

REPORTS

- 1. Director's Report Executive Assistant Toepke on behalf of Executive Director Klaas As included in meeting packet, plus: The Port has been included in the emergency management plan for Wasco County; Congressman Bentz came to Wasco County to tour all of The Dalles Community Outreach Team (COT) project sites; The Urban Renewal Agency is having a meeting in December, the Port thinks it is important that there are specific projects, not just to give it more money. Impact to the Port would be roughly \$20,000.00 per year, so it seems like the benefit is worth the contribution.
- 2. Concessionaire Report: The Dalles Marina, LLC, Q1/FY 2024-2025 Written report submitted by Angie Macnab, Owner/Operator

- 3. Dock Committee Commissioner Willer Born from an idea to rebuild the old storage docks. A rather large structure: 120 feet across and 1,000 feet long. The rebuild would be considered renovation of an existing structure. The first meeting with potential partners was with Yakama Tribe representatives; they were excited about the possibility of collaborating on the Native American representation; imagining the boardwalk like a walking history tour. Executive Director Klaas added that herself, Commissioner Hanlon, The Dalles Area Chamber of Commerce President Lisa Farquharson and a couple of local business owners, attended the groundbreaking of a waterfront project at Port of Camas-Washougal. It took them 10 years to get to the groundbreaking stage of the project.
- 4. Wasco County Economic Development Commission Executive Assistant Toepke As included in meeting packet, nothing to add.
- 5. The Dalles Community Outreach Team <u>Executive Assistant Toepke on behalf of Executive Director Klaas</u> Executive Director Klaas included this report as part of her Director's Report. Commissioner Weast added that it is key that all the agencies follow up on their meetings.

COMMISSION CALL Commissioner Weast thanked the Port's government community partners for their presence and gave a special thanks to the outgoing elected officials: Merle Keys, Mayor City of Dufur and Chair of Board of Wasco County Commissioners, Steve Kramer for their service; and welcomed the new incoming elected officials, Dufur City Mayor Elect Connor Reed and Wasco County Commissioner Elect Jeff Justesen.

COMMUNITY PARTNER UPDATES

- Merle Keys, Mayor, City of Dufur: Sewer system update is underway. South Basin residents need an upgrade to their water system. Thankful that Greg Smith got money allocated for new sidewalks. *Commissioner Wallace thanked Mayor Keys for his many years of service as an elected official.
- Kathy Bostick, City Recorder, City of Dufur: June 24th the construction started on the new sewer system. The sidewalk money was from Covid and Christmas Tree money. The Fire Department got a \$200,000.00 grant to purchase an ambulance, we are \$100,000.00 short. It takes 540 days from start to finish to build the ambulance. The total cost is \$284,000.00. We could secure a power lift for \$17,000.00 because it was a display model, but it costs \$27,000.00 to install it. So basically \$300,000.00 is needed. Wamic got a new ambulance. Fire Trucks were donated from Gresham, we must get rid of one. We just purchased a structure truck from Sherman County for \$8,000.00; it needs repairs but will be a good addition.
- Kathy Bostick City Recorder, City of Dufur, on behalf of Ann Ferguson, Dufur Recreation District: *Brief update given on the swimming pool and splash pad.*
- Jack Henderson, Superintendent, Dufur School District #29: Retiring this year, but still planning on coaching football. We hosted fire camp this summer, 800 people every classroom of the school was filled during the day at least the elementary school. I am happy to help with that and it generates revenue locally. The school received a \$2.5 million grant from the Oregon Department of Education to do some seismic upgrades. I thought it would cover everything that we need but we have two more projects left to make Dufur School completely seismically protected, so we still need another \$2.5 million. Preschool Promise: Dufur School's had the Dufur Sprouts program for preschool. We applied for 18 spots for the Federal Preschool Promise Program. We were awarded all 18. We should have applied for 30 spots! We received \$337,500.00 for that grant. We raised all the money for the School-Based Health Center. They are open two days per week. And there is a mental health person there as well. Community One Health is running the center. It's great for students and staff. The question is still hanging if it will be open to the community or not. It is not urgent care but can provide great services. The project cost \$600,000.00 total. We had a pipe break last winter; it ruined the gym floor. So, \$250,000.00 for a new gym floor; insurance is paying for it. In October we held an all-class reunion during homecoming. It was an amazing weekend. Exchange students even came back, one from Germany and one from The Netherlands. Dufur School is a tiny school but managed to raise \$9,000.00 that weekend.
- Kameron C. Sam, East Zone District Ranger & John Bowers, Deputy District Ranger, Forest Service Mt. Hood National Forest, Barlow and Hood River Ranger Districts: Kameron has been in Dufur and Parkdale locations for 11 years, John for 1.5 years. Glad that fire season is over, now we are burning burn piles the slash from the fires. Super excited that Dog River Pipeline is completed and operating. Today the DRAFT Environmental Impact Statement for Old Growth was released. One of the key areas of how we manage national forests is old growth. So, they did an analysis to amend how we deal with the Old Growth, now we are taking Public Comment. The original plan has a lot of updates needed. One is fire resilience. Economic opportunities. We are not doing too much in old growth, but we want to see what we can do potentially have marketable timber. The amendment will have more input and information from the tribes. More flexibility in managing it. Lastly, the ski resorts are already open. One timber sale is operating out near Sportsman Road. Christmas Trees are up for sale. Go online and get your permit and go cut your own Christmas Tree. The most work was getting the Christmas Trees online. Kameron to send the link of the DRAFT Environmental Impact Statement should the Commission wish to read and/or comment.
- Steve Kramer, Chair, Wasco County Board of Commissioners: Soon to relinquish my position to Jeff! I've worked with Kameron for the last 11.5 years. The Senate passed bipartisan SRS funding today. Now it goes to the House. 2-year funding package right now. The Resolution Center is still in negotiations. Working with our Federal and State partners. Definitely a much needed facility in our region. Moving forward with the 159 acres, the old Hodges project. We are trying to revitalize the RV-Park. The 3rd Street project is moving forward. We're still working on the Urban Growth Boundary. Commissioner Brady entertained some friends for a tour. Google's Phase 1 looks like it will get its occupancy in 2025. So, tax revenue from that in 2026. City and County will split the money. I am pushing for an endowment on the County side, to grow the funds for future use. We have been good stewards of our county money, so we feel we do not need to operationalize those dollars. Hopefully this year we will get an endowment set up.

Commissioner Kramer asked ODOT for a review of the speed on Highway 197. Slow the speed down on 197 because we are going too fast. Anything you can do to affect that change. There have been 5 fatalities between The Dalles and Dufur between 2017 and 2024 and 159 accidents. We need to slow down. *Commissioner Wallace thanked Commissioner Kramer for his 37 years of service as an elected official.

*Commissioner Weast left the meeting at 6:30 p.m.

*Before adjourning the meeting, Commissioner Wallace asked the above listed guests (that would be informally speaking during dinner) to introduce themselves.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 6:39 p.m.

PORT OF THE DALLES:

Robert Wallace, President
Board of Commissioners

ATTEST:

John Willer, Secretary
Board of Commissioners

DATE APPROVED: December 11, 2024

<u>Prepared by</u>: Executive Assistant Toepke

PORT OF THE DALLES AGENDA ITEM

MEETING DATE December 11, 2024

ACTION ITEM G-2.) September 2024 Financial Reports <u>Commissioner Coburn</u>

STAFF RECOMMENDATION Approve September 2024 Financial Reports as presented

Notable

- Savings
- Oregon State Treasury Short Term Fund: 5.30%
- o First Interstate Bank Money Market: 5.30%
- Uncommon Fund Activity
 - General Fund
 - Income
 - None
 - Expense
 - Bob's Glass Inc., Final payment on Marina Launch Ramp Restrooms doors and frames: \$3,246.74
 - Chinook Plumbing Inc, Backflow annual testing: \$375.00
 - Dick, Dick & Corey LLP, The Dalles Marina 4th Amendment to Concession Agreement: \$1,349.55
 - Gary Denney, Final payment on Port Administrative Office carpet and vinyl installation for the basement and stairs: \$4,884.49
 - SAIF Corporation, Workers' Comp Insurance: \$343.73
 - Sergios Construction, Final payment for painting the Port Administrative Office: \$4,425.00
 - SSS Freedom, Contribution for docking cleats at The Dalles Marina Guest Moorage: \$250.00
 - Columbia River Affordable Portables LLC, Portable toilet(s) rental at The Dalles Marina: \$891.00
 - Mastercard: Amazon-Meeting Owl 3 & TV Wall Mount: \$1,025.96; SAIF Corporation, Workers' Comp Insurance: \$665.64; Airline ticket to Orlando, Florida for University of Oklahoma, Economic Development Institute Course: \$506.20
 - Marina Fund
 - Income
 - None
 - Expense
 - None
 - o Port Development Fund
 - Income
 - None
 - Expense
 - Mastercard, Airline ticket to Washington, D.C. for The Dalles Community Outreach Team trip: \$536.19

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

	General Fund	Marina Fund	Port Development Fund	Unclassified	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
FIB Checking					
General Fund	3,603.52	0.00	0.00	0.00	3,603.52
Marina Fund	0.00	1,275.11	0.00	0.00	1,275.11
Port Development Fund	0.00	0.00	6,330.95	0.00	6,330.95
Total FIB Checking	3,603.52	1,275.11	6,330.95	0.00	11,209.58
FIB Money Market					
General Fund	61,369.73	0.00	0.00	0.00	61,369.73
Marina Fund	0.00	1,024.80	0.00	0.00	1,024.80
Port Development Fund	0.00	0.00	26,373.57	0.00	26,373.57
Total FIB Money Market	61,369.73	1,024.80	26,373.57	0.00	88,768.10
LGIP					
General	1,800,303.13	0.00	0.00	0.00	1,800,303.13
Marina	0.00	200,363.53	0.00	0.00	200,363.53
Port Development	0.00	0.00	4,359,932.91	0.00	4,359,932.91
Total LGIP	1,800,303.13	200,363.53	4,359,932.91	0.00	6,360,599.57
Petty Cash	66.28	28.48	55.24	0.00	150.00
Total Checking/Savings	1,865,342.66	202,691.92	4,392,692.67	0.00	6,460,727.25
Total Current Assets	1,865,342.66	202,691.92	4,392,692.67	0.00	6,460,727.25
TOTAL ASSETS	1,865,342.66	202,691.92	4,392,692.67	0.00	6,460,727.25
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
Payroll Liabilities	344.68	0.00	0.00	0.00	344.68
Total Other Current Liabilities	344.68	0.00	0.00	0.00	344.68
Total Current Liabilities	344.68	0.00	0.00	0.00	344.68
Total Liabilities	344.68	0.00	0.00	0.00	344.68
Equity					
Unrestricted Net Assets	1,920,016.29	200,036.33	4,336,400.88	0.00	6,456,453.50

As of September 30, 2024

	General Fund	Marina Fund	Port Development Fund	Unclassified	TOTAL
Net Income	-55,018.31	2,655.59	56,291.79	0.00	3,929.07
Total Equity	1,864,997.98	202,691.92	4,392,692.67	0.00	6,460,382.57
TOTAL LIABILITIES & EQUITY	1,865,342.66	202,691.92	4,392,692.67	0.00	6,460,727.25

Profit & Loss Budget vs. Actual-GENERAL FUND

July through September 2024

	Jul - Sep 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	555,794.00	0.0%
Interest from Earnings	25,406.93	27,790.00	91.43%
Other Resources			
Grants	0.00	4,020,000.00	0.0%
Launch Ramp & Transient Moorage	1,610.00	3,000.00	53.67%
Leased Land & Facilities	71,995.00	80,000.00	89.99%
Loan Repayments			
Marina Fund			
Interest	0.00	6,463.00	0.0%
Principal	0.00	78,003.00	0.0%
Total Marina Fund	0.00	84,466.00	0.09
Total Loan Repayments	0.00	84,466.00	0.0%
Other Income	1,644.77	50,000.00	3.29%
Total Other Resources	75,249.77	4,237,466.00	1.78%
Previously Levied Taxes	2,920.16	5,000.00	58.4%
Property Taxes	1,521.14	448,268.00	0.34%
Transfer from Other Funds	0.00	875,000.00	0.09
Total Income	105,098.00	6,149,318.00	1.71%
Gross Profit	105,098.00	6,149,318.00	1.71%
Expense			
Capital Outlay	35,811.44	4,250,000.00	0.84%
Material & Services	54,950.37	334,000.00	16.45%
Personal Services	70,184.79	470,000.00	14.93%
Transfers & Contingency	0.00	600,000.00	0.0%
Total Expense	160,946.60	5,654,000.00	2.85%
Net Ordinary Income	-55,848.60	495,318.00	-11.28%
t Income	-55,848.60	495,318.00	-11.28%

Profit & Loss Budget vs. Actual-MARINA FUND

July through September 2024

	Jul - Sep 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	206,233.00	0.0%
Interest from Earnings	2,655.59	10,312.00	25.75%
Other Resources			
Fire Emergency	0.00	1,500,000.00	0.0%
Total Other Resources	0.00	1,500,000.00	0.0%
Total Income	2,655.59	1,716,545.00	0.16%
Gross Profit	2,655.59	1,716,545.00	0.16%
Expense			
Capital Outlay	0.00	900,000.00	0.0%
Debt Service	0.00	84,466.00	0.0%
Transfers & Contingency	0.00	675,000.00	0.0%
Total Expense	0.00	1,659,466.00	0.0%
Net Ordinary Income	2,655.59	57,079.00	4.65%
Net Income	2,655.59	57,079.00	4.65%

Profit & Loss Budget vs. Actual-PORT DEVELOPMENT FUND

July through September 2024

	Jul - Sep 24	Budget	% of Budget
Ordinary Income/Expense			_
Income			
Beginning Fund Balance	0.00	4,353,000.00	0.0%
Interest from Earnings	57,657.96	217,650.00	26.49%
Other Resources			
Grants	0.00	4,000,000.00	0.0%
Land Sales & Contract Interest			
V&G			
Interest	857.79		
Principal	1,422.21		
Total V&G	2,280.00		
Land Sales & Contract Interest - Other	0.00	2,500,000.00	0.0%
Total Land Sales & Contract Interest	2,280.00	2,500,000.00	0.09%
Other Income	0.00	4,000,000.00	0.0%
Total Other Resources	2,280.00	10,500,000.00	0.02%
Transfer from Other Funds			
General Fund	0.00		
Transfer from Other Funds - Other	0.00	500,000.00	0.0%
Total Transfer from Other Funds	0.00	500,000.00	0.0%
Total Income	59,937.96	15,570,650.00	0.39%
Gross Profit	59,937.96	15,570,650.00	0.39%
Expense			
Capital Outlay	0.00	9,000,000.00	0.0%
Material & Services	6,604.36	415,000.00	1.59%
Special Payments	0.00	2,000,000.00	0.0%
Transfers & Contingency	0.00	400,000.00	0.0%
Total Expense	6,604.36	11,815,000.00	0.06%
Net Ordinary Income	53,333.60	3,755,650.00	1.42%
t Income	53,333.60	3,755,650.00	1.42%

PORT OF THE DALLES AGENDA ITEM

MEETING DATE December 11, 2024

ACTION ITEM G-3.) October 2024 Financial Reports Commissioner Coburn

STAFF RECOMMENDATION Approve October 2024 Financial Reports as presented

Notable

Savings

- Oregon State Treasury Short Term Fund: 5.11%
- First Interstate Bank Money Market: 4.85%
- **Uncommon Fund Activity**
 - General Fund
 - Income
 - None
 - Expense
 - Gary Denney, Down payment on Port Administrative Office carpet and vinyl installation for the main floor, stairs, and upper floor: \$9,592.97
 - Government Ethics Commission, Annual Billing: \$945.68
 - Marina Fund
 - Income
 - None
 - Expense
 - None
 - Port Development Fund
 - Income
 - None
 - Expense
 - Mastercard, Expenses for The Dalles Community Outreach Team trip to Washington, D.C.: \$2,958.19

PORT OF THE DALLES Balance Sheet by Class As of October 31, 2024

	General Fund	Marina Fund	Port Development Fund	Unclassified	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
FIB Checking					
General Fund	10,559.76	0.00	0.00	0.00	10,559.76
Marina Fund	0.00	1,275.11	0.00	0.00	1,275.11
Port Development Fund	0.00	0.00	3,421.06	0.00	3,421.06
Total FIB Checking	10,559.76	1,275.11	3,421.06	0.00	15,255.93
FIB Money Market					
General Fund	31,471.01	0.00	0.00	0.00	31,471.01
Marina Fund	0.00	1,026.49	0.00	0.00	1,026.49
Port Development Fund	0.00	0.00	26,540.87	0.00	26,540.87
Total FIB Money Market	31,471.01	1,026.49	26,540.87	0.00	59,038.37
LGIP					
General	1,808,813.43	0.00	0.00	0.00	1,808,813.43
Marina	0.00	201,241.02	0.00	0.00	201,241.02
Port Development	0.00	0.00	4,378,698.76	0.00	4,378,698.76
Total LGIP	1,808,813.43	201,241.02	4,378,698.76	0.00	6,388,753.21
Petty Cash	66.28	28.48	55.24	0.00	150.00
Total Checking/Savings	1,850,910.48	203,571.10	4,408,715.93	0.00	6,463,197.51
Total Current Assets	1,850,910.48	203,571.10	4,408,715.93	0.00	6,463,197.51
TOTAL ASSETS	1,850,910.48	203,571.10	4,408,715.93	0.00	6,463,197.51
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
Payroll Liabilities	113.81	0.00	0.00	0.00	113.81
Total Other Current Liabilities	113.81	0.00	0.00	0.00	113.81
Total Current Liabilities	113.81	0.00	0.00	0.00	113.81
Total Liabilities	113.81	0.00	0.00	0.00	113.81
Equity					
Unrestricted Net Assets	1,920,016.29	200,036.33	4,336,400.88	0.00	6,456,453.50

Balance Sheet by Class

As of October 31, 2024

	General Fund	Marina Fund	Port Development Fund	Unclassified	TOTAL
Net Income	-69,219.62	3,534.77	72,315.05	0.00	6,630.20
Total Equity	1,850,796.67	203,571.10	4,408,715.93	0.00	6,463,083.70
TOTAL LIABILITIES & EQUITY	1,850,910.48	203,571.10	4,408,715.93	0.00	6,463,197.51

<u>Profit & Loss Budget vs. Actual-GENERAL FUND</u> July through October 2024

	Jul - Oct 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	555,794.00	0.0%
Interest from Earnings	33,445.69	27,790.00	120.35%
Other Resources			
Grants	0.00	4,020,000.00	0.0%
Launch Ramp & Transient Moorage	1,790.00	3,000.00	59.67%
Leased Land & Facilities	87,675.00	80,000.00	109.59%
Loan Repayments			
Marina Fund			
Interest	0.00	6,463.00	0.0%
Principal	0.00	78,003.00	0.0%
Total Marina Fund	0.00	84,466.00	0.0%
Total Loan Repayments	0.00	84,466.00	0.0%
Other Income	2,410.13	50,000.00	4.82%
Total Other Resources	91,875.13	4,237,466.00	2.17%
Previously Levied Taxes	3,492.98	5,000.00	69.86%
Property Taxes	1,521.14	448,268.00	0.34%
Transfer from Other Funds	0.00	875,000.00	0.0%
Total Income	130,334.94	6,149,318.00	2.12%
Gross Profit	130,334.94	6,149,318.00	2.12%
Expense			
Capital Outlay	45,404.41	4,250,000.00	1.07%
Material & Services	60,723.60	334,000.00	18.18%
Personal Services	93,426.55	470,000.00	19.88%
Transfers & Contingency	0.00	600,000.00	0.0%
Total Expense	199,554.56	5,654,000.00	3.53%
Net Ordinary Income	-69,219.62	495,318.00	-13.98%
t Income	-69,219.62	495,318.00	-13.98%

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

Jul - Oct 24	Budget	% of Budget
0.00	206,233.00	0.0%
3,534.77	10,312.00	34.28%
0.00	1,500,000.00	0.0%
0.00	1,500,000.00	0.0%
3,534.77	1,716,545.00	0.21%
3,534.77	1,716,545.00	0.21%
0.00	900,000.00	0.0%
0.00	84,466.00	0.0%
0.00	675,000.00	0.0%
0.00	1,659,466.00	0.0%
3,534.77	57,079.00	6.19%
3,534.77	57,079.00	6.19%
	3,534.77 0.00 0.00 3,534.77 3,534.77 0.00 0.00 0.00 0.00 3,534.77	0.00 206,233.00 3,534.77 10,312.00 0.00 1,500,000.00 0.00 1,500,000.00 3,534.77 1,716,545.00 3,534.77 1,716,545.00 0.00 900,000.00 0.00 84,466.00 0.00 675,000.00 0.00 1,659,466.00 3,534.77 57,079.00

<u>Profit & Loss Budget vs. Actual-PORT DEVELOPMENT FUND</u> July through October 2024

	Jul - Oct 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	4,353,000.00	0.0%
Interest from Earnings	76,591.11	217,650.00	35.19%
Other Resources			
Grants	0.00	4,000,000.00	0.0%
Land Sales & Contract Interest			
V&G			
Interest	1,139.99		
Principal	1,900.01		
Total V&G	3,040.00		
Land Sales & Contract Interest - Other	0.00	2,500,000.00	0.0%
Total Land Sales & Contract Interest	3,040.00	2,500,000.00	0.12%
Other Income	0.00	4,000,000.00	0.0%
Total Other Resources	3,040.00	10,500,000.00	0.03%
Transfer from Other Funds			
General Fund	0.00		
Transfer from Other Funds - Other	0.00	500,000.00	0.0%
Total Transfer from Other Funds	0.00	500,000.00	0.0%
Total Income	79,631.11	15,570,650.00	0.51%
Gross Profit	79,631.11	15,570,650.00	0.51%
Expense			
Capital Outlay	0.00	9,000,000.00	0.0%
Material & Services	7,316.06	415,000.00	1.76%
Special Payments	0.00	2,000,000.00	0.0%
Transfers & Contingency	0.00	400,000.00	0.0%
Total Expense	7,316.06	11,815,000.00	0.06%
Net Ordinary Income	72,315.05	3,755,650.00	1.93%
et Income	72,315.05	3,755,650.00	1.93%

PORT OF THE DALLES AGENDA ITEM

MEETING DATE December 11, 2024

ACTION ITEM G-4.) November 2024 Financial Reports Commissioner Coburn

STAFF RECOMMENDATION Approve November 2024 Financial Reports as presented

Notable

- Savings
- o Oregon State Treasury Short Term Fund: 4.99%
- o First Interstate Bank Money Market: 4.70%
- Uncommon Fund Activity
 - General Fund
 - Income
 - None
 - Expense
 - Columbia River Affordable Portables-Portable Toilet at The Dalles Marina Launch Ramp (Restrooms are closed for the winter.): \$370.00
 - Dick, Dick & Corey, LLP-Legal, related to The Dalles Marina: \$213.00
 - Hire Electric, Inc.-Diagnose & repair heater at The Dalles Marina Launch Ramp Restrooms \$301.71
 - Jordan Ramis PC-Legal, related to The Dalles Marina & Marina Park: \$560.00
 - Rod Huante-Removed homeless encampment and repaired fence at the Marina Park: \$925.00 and Dock repair and removal: \$350.00
 - Rotary Club of The Dalles-Annual Dues: \$240.00
 - Special Districts Association of Oregon-Annual membership dues for SDAO-SDIS and Oregon Public Ports Association (OPPA): \$1,883.00
 - Tamara Huffman-Catered Dinner in Dufur with Community Partners and Business Leaders: \$471.00
 - Three Brothers Landscaping LLC-Fall Cleanup of Klindt Drive: \$2,867.44
 - Two Dogs Plumbing & Drain Cleaning, Inc.-Reset toilet after new vinyl flooring installed in top floor bathroom of Port Administrative Office: \$222.25
 - Wasco County Tax Collector-Property Taxes for Lots 8, 9 & 25 (Port to be reimbursed by lessee): \$8,997.69
 - Mastercard-Executive Assistant's final course at The University of Oklahoma, Economic Development Institute, held in Florida: \$1,874.65
 - o Marina Fund
 - Income
 - None
 - Expense
 - None
 - o Port Development Fund
 - Income
 - None
 - Expense
 - Dick, Dick & Corey, LLP-Legal, negotiate real property transaction: \$2,428.20

PORT OF THE DALLES Balance Sheet by Class

As of November 30, 2024

	General Fund	Marina Fund	Port Development Fund	Unclassified	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
FIB Checking					
General Fund	15,067.58	0.00	0.00	0.00	15,067.58
Marina Fund	0.00	1,275.11	0.00	0.00	1,275.11
Port Development Fund	0.00	0.00	6,752.26	0.00	6,752.26
Total FIB Checking	15,067.58	1,275.11	6,752.26	0.00	23,094.95
FIB Money Market					
General Fund	21,582.00	0.00	0.00	0.00	21,582.00
Marina Fund	0.00	1,030.11	0.00	0.00	1,030.11
Port Development Fund	0.00	0.00	21,634.47	0.00	21,634.47
Total FIB Money Market	21,582.00	1,030.11	21,634.47	0.00	44,246.58
LGIP					
General	2,136,526.13	0.00	0.00	0.00	2,136,526.13
Marina	0.00	202,079.91	0.00	0.00	202,079.91
Port Development	0.00	0.00	4,396,951.68	0.00	4,396,951.68
Total LGIP	2,136,526.13	202,079.91	4,396,951.68	0.00	6,735,557.72
Petty Cash	66.28	28.48	55.24	0.00	150.00
Total Checking/Savings	2,173,241.99	204,413.61	4,425,393.65	0.00	6,803,049.25
Total Current Assets	2,173,241.99	204,413.61	4,425,393.65	0.00	6,803,049.25
TOTAL ASSETS	2,173,241.99	204,413.61	4,425,393.65	0.00	6,803,049.25
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
Payroll Liabilities	230.10	0.00	0.00	0.00	230.10
Total Other Current Liabilities	230.10	0.00	0.00	0.00	230.10
Total Current Liabilities	230.10	0.00	0.00	0.00	230.10
Total Liabilities	230.10	0.00	0.00	0.00	230.10
Equity					
Unrestricted Net Assets	1,920,016.29	200,036.33	4,336,400.88	0.00	6,456,453.50
Net Income	252,995.60	4,377.28	88,992.77	0.00	346,365.65
Total Equity	2,173,011.89	204,413.61	4,425,393.65	0.00	6,802,819.15
TOTAL LIABILITIES & EQUITY	2,173,241.99	204,413.61	4,425,393.65	0.00	6,803,049.25
			20/27		

Profit & Loss Budget vs. Actual-GENERAL FUND

July through November 2024

	Jul - Nov 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	555,794.00	0.0%
Interest from Earnings	41,217.80	27,790.00	148.32%
Other Resources			
Grants	5,000.00	4,020,000.00	0.12%
Launch Ramp & Transient Moorage	1,810.00	3,000.00	60.33%
Leased Land & Facilities	109,605.00	80,000.00	137.01%
Loan Repayments			
Marina Fund			
Interest	0.00	6,463.00	0.0%
Principal	0.00	78,003.00	0.0%
Total Marina Fund	0.00	84,466.00	0.0%
Total Loan Repayments	0.00	84,466.00	0.0%
Other Income	17,766.47	50,000.00	35.53%
Total Other Resources	134,181.47	4,237,466.00	3.17%
Previously Levied Taxes	4,877.60	5,000.00	97.55%
Property Taxes	319,616.54	448,268.00	71.3%
Transfer from Other Funds	0.00	875,000.00	0.0%
Total Income	499,893.41	6,149,318.00	8.13%
Gross Profit	499,893.41	6,149,318.00	8.13%
Expense			
Capital Outlay	45,404.41	4,250,000.00	1.07%
Material & Services	85,073.07	334,000.00	25.47%
Personal Services	116,420.33	470,000.00	24.77%
Transfers & Contingency	0.00	600,000.00	0.0%
Total Expense	246,897.81	5,654,000.00	4.37%
Net Ordinary Income	252,995.60	495,318.00	51.08%
Income	252,995.60	495,318.00	51.08%

Profit & Loss Budget vs. Actual-MARINA FUND

July through November 2024

	Jul - Nov 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	206,233.00	0.0%
Interest from Earnings	4,377.28	10,312.00	42.45%
Other Resources			
Fire Emergency	0.00	1,500,000.00	0.0%
Total Other Resources	0.00	1,500,000.00	0.0%
Total Income	4,377.28	1,716,545.00	0.26%
Gross Profit	4,377.28	1,716,545.00	0.26%
Expense			
Capital Outlay	0.00	900,000.00	0.0%
Debt Service	0.00	84,466.00	0.0%
Transfers & Contingency	0.00	675,000.00	0.0%
Total Expense	0.00	1,659,466.00	0.0%
Net Ordinary Income	4,377.28	57,079.00	7.67%
Net Income	4,377.28	57,079.00	7.67%

Profit & Loss Budget vs. Actual-PORT DEVELOPMENT FUND

July through November 2024

	Jul - Nov 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
Beginning Fund Balance	0.00	4,353,000.00	0.0%
Interest from Earnings	94,937.63	217,650.00	43.62%
Other Resources			
Grants	0.00	4,000,000.00	0.0%
Land Sales & Contract Interest			
V&G			
Interest	1,420.32		
Principal	2,379.68		
Total V&G	3,800.00		
Land Sales & Contract Interest - Other	0.00	2,500,000.00	0.0%
Total Land Sales & Contract Interest	3,800.00	2,500,000.00	0.15%
Other Income	0.00	4,000,000.00	0.0%
Total Other Resources	3,800.00	10,500,000.00	0.04%
Transfer from Other Funds			
General Fund	0.00		
Transfer from Other Funds - Other	0.00	500,000.00	0.0%
Total Transfer from Other Funds	0.00	500,000.00	0.0%
Total Income	98,737.63	15,570,650.00	0.63%
Gross Profit	98,737.63	15,570,650.00	0.63%
Expense			
Capital Outlay	0.00	9,000,000.00	0.0%
Material & Services	9,744.86	415,000.00	2.35%
Special Payments	0.00	2,000,000.00	0.0%
Transfers & Contingency	0.00	400,000.00	0.0%
Total Expense	9,744.86	11,815,000.00	0.08%
Net Ordinary Income	88,992.77	3,755,650.00	2.37%
et Income	88,992.77	3,755,650.00	2.37%

MEETING DATE December 11, 2024

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

Office

- Update on the The Dalles Community Outreach Team's (COT) Port related items from the Washington, D.C. trip:
 - o Boat Launch Upgrade:
 - * Follow up: Work to get this project in the Emergency Operating Plans at County and State.
 - The Port has entered into an Intergovernmental Agreement (IGA) with Wasco County, City of The Dalles, City of Dufur, City of Mosier, City of Maupin, Mid-Columbia Fire and Rescue, and the North Central Public Health District, to update the Wasco County Emergency Operations Plan. This plan will provide guidance for coordinated preparedness and identifies Port of The Dalles as an emergency response local government partner.
 - o Port Industrial Land Acquisition, Design, and Construction:
 - Follow up: Connect with Kelly Brooks in Governor Kotek's office to seek funding advice and get project on their radar.
 - Executive Director Klaas has reached out to Ms. Brooks to set up a meeting to discuss the Port's project.
- After engaging in conversations with property owners, downtown businesses, and The Dalles Area Chamber of Commerce, Executive Director Klaas conducted an informal poll to gauge the types of businesses that people perceived were lacking in the downtown area. The results are:
 - Higher end restaurants/some place to go for a nice dinner: Italian, steakhouse, Greek, Lebanese, French, Irish Pub. No more burgers or Mexican food.
 - Shoe store/shoe repair
 - o Place to listen to music and dance
 - Boutique shops
 - o Boutique pet store
 - Clothing:
 - Men's clothing
 - Children/youth clothing (boys and girls)
 - Maker Spaces:
 - Stores like The Work Shop
 - ❖ For food that is also retail
 - Candy store (make and retail)
 - Space for other business types that is also retail (hats, bags, outdoor gear & apparel wood, glass, etc.)
 - Distillery
 - Breweries
 - o McMenamins
 - Recreation related businesses
 - ❖ Bike, ski, REI, etc. but there is the question if they would be viable competition with Amazon
 - Skateboard/ski/snowboard shop
 - o Dry Cleaner
 - o Costco
 - Target/Kohls
- One outcome of the poll was to learn that distilleries are not specifically allowed in the downtown zone (although wineries and breweries are). Executive Director Klaas and City of The Dalles Planning Director Josh Chandler will be meeting to discuss zoning amendments that would allow distilleries outright downtown and clarify language which will definitively allow breweries as a permitted use in the industrial zone; there is ambiguity in the zoning language now that makes this unclear.
- Port of The Dalles hosted a meeting that brought together small businesses that are importing/exporting products and representatives from a Washington, D.C. think tank, Council on Foreign Relations (CFR), RealEcon. The purpose of the meeting was to explore three key areas of international economic policy: trade and investment, development, and economic security. The discussion revolved around what federal policies are working/not working as well as a discussion on foreign investment, tariffs, and geopolitical influences on our region. The CFR will be developing a written policy report that will be shared with legislators in Washington, D.C. For more information on this organization and the work they are doing https://www.cfr.org/initiative/realecon
- For the past couple of years, the Port has allowed the Fun Group to store equipment in the barn that they use to light up the stars in The Dalles.

- The Third annual Gorge Pitch competition planning has begun; the organizing group is meeting monthly.
- The Port Administrative Office carpeting project is complete, and the office has a nice, refreshed look. Additionally, the roof and gutters have been cleaned of debris and the windows were washed inside and out.
- Port Staff continue to deal with people camping in their vehicles/recreational vehicles on Port property; The Dalles City Police are responsive and helpful in trespassing them in short order, but the problem is, they simply end up moving down the road to another piece of Port property, City property, etc.
- Executive Director Klaas worked with the City of The Dalles Planning Office to get an updated aerial map of the city. Planning Director Chandler delivered it to the Port on Thursday.

The Dalles Marina

• The Port and its Concessionaire, The Dalles Marina, LLC, will be utilizing the snow removal services of a new contractor this winter, in the hopes of ensuring safe and timely removal of snow and ice for the whole Marina, but specifically from the public boat launch ramp, to ensure that it is always available for emergency use. The Concessionaire will be removing the gangway from the west end parking lot to the gated boathouse docks, as it is steep and gets slippery; accordingly, the guest moorage gangway is used during the winter.

MEETING DATE December 11, 2024

REPORT ITEM H-4.) Wasco County Economic Development Commission Executive Assistant Toepke

The Wasco County Economic Development Commission (EDC) Meeting in December was held in The Dalles, at Mid-Columbia Economic Development District (MCEDD).

2025 Community Enhancement Project Rankings List

- The following is the 2025 Community Enhancement Project Rankings List (Draft) that will be submitted to the Board of County Commissioners for their acknowledgement and incorporation into EDC's update to the Strategic Action Plan. (Submitted projects from the entire County that are not in the EDC's top ten recommendations will still be included, after the top ten.)
- 1. City of Maupin: Water System Improvements
- 2. City of The Dalles: 6th Street Bridge
- 3. Columbia Gorge ESD: Columbia Gorge Early Learning Center and Climate Resiliency Center
- 4. City of Mosier: Mosier Center (joint use facility)
- 5. Pine Grove Water District: Water System Improvements
- 6. Wasco County: Columbia Gorge Resolution Center
- 7. City of Dufur: Drinking Water System Improvements
- 8. City of Maupin: Wastewater Facilities Improvements
- 9. Port of The Dalles: Public Boat Launch Upgrade-Planning/Design
- 10. Wamic Water and Sanitary Authority: Wamic Wastewater System Replacement

EDC Staff Report Highlights

- Vibrant and Diverse Local Economy
 - o Mid-Columbia Innovation Hub
 - ❖ In September, the Hub hosted a "Mid-Columbia Innovation Hub Launch Party", which gathered over 90 guests and created valuable connections among regional entrepreneurs and partners.
 - * "Hub Talks", a monthly networking series held every second Thursday, rotating across counties to ensure regional representation. These events are designed to be 75% networking-focused and 25% education-focused, covering topics relevant to startups, entrepreneurs and innovators. The next Hub Talk is being held 2nd Thursday of this month, December 12th, at The Riv Cafe, in The Dalles.
- Robust Infrastructure: Broadband, Water/Wastewater
 - Staff continue to meet with and support the community's ongoing water/wastewater needs: Pine Grove Water District,
 Tooley Water District, City of Maupin, City of Shaniko, and City of Dufur.
- Community Capacity, Information Source and Advocacy
 - The Northwest Rural Investment Strategy Summit in September focused on developing strategies to ensure that historic federal investments catalyze sustainable, long-term growth in rural communities. Key topics included developing attainable rural housing, expanding access to rural childcare, bridging the digital divide, transforming local food systems, securing agricultural and municipal water supplies, and constructing community resilience centers and emergency facilities.

By The Numbers

Source: Oregon Employment Department

• Unemployment rate (seasonally adjusted)

	October 2024	October 2023
Oregon	4.0%	3.6%
Wasco County	4.0%	3.7%

• Total Nonfarm Payroll Employment (not seasonally adjusted)

	October 2024	October 2023
Oregon	2,193,548	2,005,700
Wasco County	13,555	12,689