

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
May 14, 2014
Port of The Dalles

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

ROLL CALL

Present: Bob McFadden, Greg Weast, David Griffith, Kristi McCavic, Mike Courtney

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Angie Wilson, Bookkeeper; Bill Dick, Attorney

Guests: Kathy Ursprung

Pledge of Allegiance: Commissioner McFadden

AGENDA CORRECTIONS or ADDITIONS

None at this time

PUBLIC COMMENT-VISITOR BUSINESS

None

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the May and June 2014 Calendars.

1.1 7:15pm - OPEN SUPPLEMENTAL BUDGET HEARING

ACTION ITEMS

1. **Motion to approve the April 9, 2014 Regular meeting minutes as presented. M/M.Courtney, S/G.Weast Motion approved unanimously.**
2. **April, 2014 Financials approved as presented by consensus.**

STAFF REPORT

1. *Port Workplan Review* – Andrea Klaas provided an updated work plan to show status of activities.
2. *SDIS Trust-First Restatement of Declaration of Trust* – Andrea Klaas and Commissioner Courtney outlined the purpose of the First Restatement of Declaration of Trust. The purpose of the Trust is to operation a program of self-insurance for tort liability, property, workers compensation, and ancillary program areas.

Motion to authorize the Port Commission President to sign Exhibit A-Form of Joinder to Trust Agreement for Initial Members. M/M.Courtney, S/K.McCavic. Motion approved unanimously.

3. *Resolution 2014-002* – Andrea Klaas stated that the Oregon Infrastructure Finance Authority has approved the Port's application for financial assistance from the Special Public Works Fund. By resolution the Port needs to authorize the Commission President to execute the Financing Contract and the Promissory Note and such other documents as may be required to obtain financial assistance.

Motion to approve Resolution #2014-002, as presented, authorizing Bob McFadden, as President, the authority to sign the loan documents for the SPWF loan for the North Chenoweth project. M/M.Courtney, S/G.Weast. Motion approved unanimously.

4. *Monthly Highlights* – Andrea Klaas provided weekly reports to the Commission. Continuing meetings with COO/CEO's – Duane Francis of MCMC, Institu, Columbia PhytoTech and Ed Freysinger of Providence Hood River, met with Tim Polehn regarding Ag marketing partnerships. Common themes are businesses want to train their workforce are looking for attitude and aptitude to learn; housing is an issue with all sectors; possible new businesses are those associated with packaging, specifically those that cater to the food and wine industries; MCMC building on Union street has a few interested parties looking to lease; Met with Tim Schectal regarding the Mint Building. He is very interested in doing something with the space and is willing to work with new and emerging businesses; Regional Solutions meeting update: was able to give Kate a short tour of the Port and North Chenoweth project; this region has received \$2million from the State of Oregon to help fund a revolving loan fund that will address the attainable housing shortage; Oregon Business Plan is commissioning a transportation study through OR business Alliance, MCEDD and the Gorge Ports will work to get a voice at the table for this study; attended the SiteLink Conference in Pendleton. 7 Notional Site Selectors and 70 Economic Development professionals to talk about economic development with the focus on rural communities; I have been asked to sit on the OregoninC 15 member advisory committee as we look at with the next State supported industry initiative should be.
5. *Development Update:* Andrea Klaas provided North Chenoweth project and Wetland Regional General Permit report in meeting packet. Blasting continues under the new road where the water and sewer lines will be located; the project has exceeded the 40,000cuyds of woody debris by 1,500cuyds at this point; boring as started under the UPRR line with no issues; Wetland Regional General Permit – Terra Science has begun fieldwork and finishing up work in the area, draft finding expected by the end of May.
6. *Marina Update:* Kathy Norton provided report in meeting packet. Marina water system completed. Working with boathouse owners to modify boathouse steps; Coburn Electric will be working on the GFI issues at the guest moorage power pedestals; Dan Durow notified us that the Riverfront Trail project has been cancelled due to cultural issues.
 - a) Urban Renewal – Commissioner Weast: Update on current projects.
 - b) Chamber of Commerce: Commissioner Griffith: Commissioner Griffith reported on Chamber activities. Tourism Plan presented to and approved by the city; part time person hired to coordinate tourism activities.
 - c) Wasco EDC – Andrea Klaas: Last meeting held in Maupin. Interest in forming a south Wasco County EDC; new businesses looking at Maupin area; Deschutes River bike trail project moving forward.
 - d) COT – Andrea Klaas: Nothing new for the COT.
 - a. Provided update on Don Schjeldahl's, National Site Selector, visit on May 13, 2014. Mr. Schjeldahl only visited 5 Oregon Cities. The Port provided tours of the community and Port area, two round table discussions with local leaders, and social times for informal conversations. Mr. Schjeldahl was impressed with the cooperation throughout the community. He will provide a summary of his observations.
 - b. As a result of the COO/CEO visits Andrea suggested the Port sponsor and Annual or BiAnnual CEO forum for the region.

1.2 7:25PM – CLOSE SUPPLEMENTAL BUDGET HEARING

- 1.2(a) **Motion to approve Resolution #2014-001 authorizing the transfer of \$104,543 from the Marina fund unappropriated ending fund balance to the Marina fund Capital Expenditures and to increase revenue in Marina Fund Special Projects Assessment to \$50,400. M/M.Courtney, S/D.Griffith. Motion approved unanimously.**

7:30PM - In to Executive Session

EXECUTIVE SESSION (as allowed by ORS 192.660 (2) (e) (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.

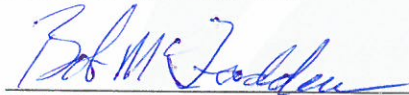
7:40PM – Back to Regular Session

COMMISSION CALL

1. President: Congratulations and thank you to Commissioner Weast for his 26 years of volunteering to teach music at the St. Mary's academy.
2. Commissioners:
 - a. Commissioner Griffith reported on a MCEDD/UAV event next week in Hood River; expressed interest in providing a forum for industry leadership collaboration; Hood River celebrating 1 year anniversary of Center for Innovation.
 - b. Commissioner McCavic requested staff to hold a Port bbq this summer. Andrea Klaas asked Commissioners and staff to provide vacation information and a date will be set.
 - c. Commissioner Weast asked about Cycle Oregon using the Marina parking lot. Staff will follow up on that.
 - d. Commissioner Courtney presented an idea for the Port to continue the Riverfront trail through the Marina parking lot on the north side and connect with Riverfront Park. Staff will put together some ideas.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 7:50PM.

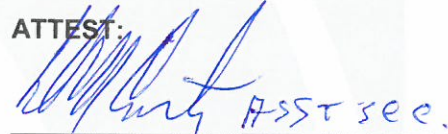
PORT OF THE DALLES:



Bob McFadden, President
Board of Commissioners

DATE APPROVED:
Prepared by: K.Norton

ATTEST:



David Griffith, Secretary
Board of Commissioners

D.M. Courtney
Assistant Secretary