

NEWS

Port of The Dalles
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For Immediate Release

Date: April 8, 16

Port of The Dalles Commission to Hold Meeting

The Port of The Dalles will hold a Board of Commissioners Meeting Wednesday, April 13, 2016 at The Port of The Dalles Administration Office, 3636 Klindt Dr., The Dalles, Oregon. The meeting will begin at 7:00PM. The Commission will dine at the Baldwin Saloon before the meeting.

The meeting will address the main topics as follows (tentative agenda attached):

1. Staff updates
2. Committee Reports

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PORT OF THE DALLES
April 13, 2016
Meeting Agenda
7:00PM – Port of The Dalles Office

- A. ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. AGENDA CORRECTIONS or ADDITIONS
- D. VISITOR BUSINESS (For items not already on the agenda)
- E. PORT CALENDAR/EVENTS
- F. ACTION ITEMS:
 - 1. March 9, 2016 Regular Meeting Minutes
 - 2. March 2016 Financial Reports
- G. STAFF REPORT
 - 1. Staff Report
 - 2. Marketing Update
 - 3. Marina Update
 - 4. Reports of Committees
 - Urban Renewal – Weast
 - Chamber of Commerce – Griffith
 - Wasco County EDC – Ursprung
 - Community Outreach Team – McFadden
- H. COMMISSION CALL
 - a. President
 - b. Other Commissioner business

UPCOMING MEETINGS / EVENTS / DATES:

May 11, 2016 - Port Commission Meeting, Port office, 7:00pm



PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: April 13, 2016

Subject: G -1.) Meeting Minutes

Background:

1. March 9, 2016 Regular Meeting Minutes

Staff Recommendation: Motion to approve Meeting Minutes as presented.

Fiscal Impact: None

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
March 16, 2016
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: Greg Weast, David Griffith, Kristi McCavic, Mike Courtney

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director (7:20); Kathy Ursprung, Marketing & Communication; Angie Wilson, Bookkeeper, Bill Dick, Attorney

Guests: Keef Morgan, Garrett Boothe, Jeff Renard, Mimi McDonald

Pledge of Allegiance: Commissioner Courtney

AGENDA CORRECTIONS or ADDITIONS

Andrea asked to add the appointment of a Marina Sub-Committee to the Action items and Commissioner McCavic asked for a marina discussion to be added to the Executive Session. Motion to approve the Meeting Agenda as amended. M/D.Griffith, S/K.McCavic. Motion approved unanimously.

PUBLIC COMMENT-VISITOR BUSINESS

- a. Keef Morgan and Garrett Booth provided a one page preliminary marina management proposal outlining requirements and questions they needed answers to before preparing the final proposal.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the March and April 2016 Calendars.

ACTION ITEMS

1. **February 16, 2016 Meeting Minutes approved as presented.**
2. **February 2016 Financial Report:** Angie Wilson reported on the financials. The financial reports will be in a cash only basis format; received \$84.55 in new CD account in February; \$2,500.00 prepayment to Cascade Vegetation for weed control; Angie and Kristi will meet with Nate to get more clarification on the cash basis format.
Motion to approve the February, 2016 Financial Reports as presented. M/K.McCavic, S/M.Courtney. Motion approved unanimously.
3. **Motion to approve appointment of Andrea Klaas as 2016-17 Fiscal Year Budget Officer. M/M.Courtney, S/K.McCavic. Motion approved unanimously.**
4. **Amended Marina Rules & Regulations:** Commissioner Courtney explained the need to require marina users to provide adequate liability and pollution liability insurance.
Motion to approve recommended liability insurance in the amount of \$300,000.00 and pollution liability insurance in the amount of \$300,000.00. M/D.Griffith, S/M.Courtney. Motion approved unanimously.
5. **Appoint Marina Sub-Committee:** By consensus Vice President Weast appointed Commissioner Courtney, Commissioner McCavic, Andrea Klaas and Kathy Norton to serve as the Marina Sub-Committee tasked with the transfer of Marina operations.

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas provided full report in meeting packet. Attended the Association of Governmental Risk Insurance Pools Annual Conference-SDAO is a shining star as far as insurance pools go; Working on DC trip items for Commissioner McFadden. There is now a website for the Community Outreach Team; Kathy Ursprung & I met with Phil Chang, senior staffer for Senator Merkley; Kathy Norton is working on a grant through Oregon State Parks that would begin the public space concept adjacent to the riverfront trail that Dan Klindt talked to the Port about; BPA is interested in a portion of Tract C for the substation expansion; Met with Kurt Conger and Paul Titus to continue the discussion about the NWPUD substation; Kathy Ursprung and I met with Amanda Hoey and Eric Nerdin of MCEEDD to wrap up the wetlands grant that we received from OIB; Jerry has been working around the marina to remove brush. We have 19 confirmed ship dockings at the launch ramp dock; information about SDAO Regional training opportunities has gone out; received a query for 5 acres or 30,000sf for a distribution center; joint meeting with the Port of Hood River Commissioners-good discussion about UGB, marina management and OneGorge/Community Outreach; Met with Darcy Nothnagle, Google continued to invest in STEM programs in The Dalles; met with PHIL Lewis of NW Pars & Rec to discuss places the Parks department could help with infrastructure; beginning work on the 2016-17 budget.
2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Land Marketing – Met with Marty Hutchinson at Cherry Growers and Candy Armstrong at the school district to discuss ways to create better awareness of well-paying careers in modern industrial settings. Wetland AARP/Regional General Permit-Permit applications have been filed with Oregon Department of State Lands and the Corps of engineers. Working on final closeout of the project. Other-Attended Connect Mid-Columbia meeting designed to enhance regional economic development strategy surrounding transportation priorities; Helped develop and assemble materials for COT DC trip; Completed infographic illustrating how the Port uses and reuses the 1965 bond funds to continue to develop buildable land.
3. *Marina Update:* Kathy Norton provided report in meeting packet. Past due moorage accounts are being contacted; no update information on marina management transfer; 2016 Oregon Trail Rally will use the Marina parking lot as the starting point on Saturday, April 23, 2016; Jerry very busy cleaning up the launch ramp and guest moorage areas. He will start weekly Marina maintenance to clean up the winter debris.
4. *Reports of Committees:*
 - a) Urban Renewal – Commissioner Weast: Updates provided via email and in the newspaper. Mint Bldg façade project progressing; 3 proposal on Granada-had to reject all of them; Tony's building development moving forward, some controversy over their plan to close the alley.
 - b) Chamber of Commerce: Commissioner Griffith: Chamber doing very well.
 - c) Wasco EDC – Kathy Ursprung: Solidified Work Plan at the last meeting; helping Dufur develop strategic plan, deal with water/sewer issues and look for grant opportunities; inquiries if the Port would be interested in assisting with W 6th Street development.
 - d) COT – Bob McFadden/Andrea Klaas: Commissioner McFadden currently in DC, he is the only COT representative on this trip. Reports that meetings are going well.
 - e) Employee Benefit Committee - Griffith/Courtney: Doing research will provide a report at the April meeting.
 - f) Marina Sub-Committee – Courtney/McCavic/Klaas/Norton: Committee just appointed will begin research into management transfer options.

COMMISSION CALL

1. Vice President: Wondered why we don't have other industrial property listed on our website. Andrea said there is a link to Oregon Prospector to provide that information.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:30PM.

PORT OF THE DALLES:

ATTEST:

Bob McFadden, President
Board of Commissioners

David A. Griffith, Secretary
Board of Commissioners

DATE APPROVED:
Prepared by: K.Norton

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: April 13, 2016

Subject: G -2.) Financials

Background:

March, 2016 Financials Reports

Will be posted in DropBox

Staff Recommendation: Motion to approve Financials as presented.

Fiscal Impact: None

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: April 13, 2016

Subject: H-1.) Staff Report

Background:

Will be added in DropBox

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: April 13, 2016

Subject: H-2.) Marketing & Communication Update

Background:

Land Marketing:

Continuing to field inquiries on available land. Several calls have come in relating to the available commercial-recreational land on Klindt Drive.

Continuing to reach out to some of our busy Port businesses that have been difficult to get ahold of over the past months.

Completed copy and ad for final Trade and Industry Development issue of our contract. The Dalles will be featured in the America's Top Sites section, central location for shipping of goods, low power rates, robust connectivity and active lifestyle.

Workforce:

Met with Dan Spatz to discuss ways to partner with local industrial businesses and education on a possible workforce enhancement project, responding to Port business workforce concerns. We will be working through a career readiness focus group of the Regional Achievement Collaborative.

Here is an interesting link on how this issue affects reshoring.

Other:

Attended the final Columbia Gorge Tourism Studio workshop on marketing. Came away with several new ideas for marketing the Port and its land.

Working on a variety of web projects to help enhance the usefulness of our website, and the profile of The Dalles and Wasco County:

Added the free OregonProspector.com property search box to the Port's home page,

OregonProspector also has very robust demographics information about each county. A new link to that information is on the "Life in The Dalles" page in the "Living Here" section.
Updated TheDallesOutreachTeam.org with 2016 priorities and demographic information.

Creating a "Ready for Business" touch page for Wasco County that includes links to communities, economic development resources, and amenities.

Will be attending the Economic Development Institute the first week in May1-5.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: April 13, 2016

Subject: H-3.) Marina Update

Background:

The Marina Sub-Committee met with Vicki Rising regarding the management of the Marina. It was a very positive conversation. Vicki will be preparing a formal presentation for the Commission. Andrea and I will meet with another interested person, Lori Stirn, on Wednesday, April 20, 2016. The Yacht Club has asked to meet with the committee, a date should be set before the Commission meeting.

Continuing to work on past due moorage accounts. Invoices have been mailed. I am following up with emails and leaving phone messages.

The winter water shut off period was 121 days. There were 18 boathouses that opted to keep their water on during that time. Of those 121 days, the water had to be turned off due to freezing a total of 29 days. The water users were not billed for those days. Monthly billed amounts per user: Nov-\$32.07; Dec-\$29.99; Jan-\$58.60; Feb-\$60.40; Mar-bill not received from the City yet.

The Marina water has been turned back on. Jerry will continue to monitor the boathouses closely for leaks on their water lines. Jerry and I did a walk-through of the Marina. Overall things look good.

Other:

Klindt Cove Park Expansion-our grant application to the Oregon Parks Department went through the preliminary review process. There was some additional clarifications and requested material that I will provide. I met with Phil Lewis, NWCPD, and Antoine Tissot, Kwanis representative to talk about our vision and how it works with theirs. Initial conversations indicate this will be a very successful partnership with great benefit for the community. The grant is a 60/40 match grant. Phil, Antoine and I will continue to work on the ideas to see who can provide what and where we can find in-kind match.

Main Street BRE Program-The BRE program is up and running. Over the next few weeks teams of volunteers will be interviewing business randomly selected from the downtown corridor. The program is being sponsored locally by Bank of The West, City of The Dalles, and Northwest Natural Gas. Technical and applied research assistance is provided by Rural Development Initiatives. The city of Venita is about 3 weeks ahead of us in the process so we are able to get some insight from their teams.

Monarch Butterfly Project-Hugh Amick came to the Port asking for space to plant milkweed plants to encourage the Monarch butterfly. Port of Hood River has their garden ready for planting. Hugh is also working with local schools to create gardens. We think adding a butterfly garden to the expanded Klindt Cove Park would be fun.

Offleash Dog Park Project-Kevin Arbo came to visit and ask for the Port's support of the offleash dog park project. He was specifically interested in the Port's land just west of the marina. Kevin plans to attend the meeting to formally present his project.

PORT OF THE DALLES AGENDA ITEM COVER SHEET

Meeting Date: April 13, 2016

Subject: G-4.) Reports of Committees

- a) Urban Renewal – Weast:

- b) Chamber of Commerce – David Griffith:

- c) Wasco EDC – Kathy Ursprung:

- d) COT – Klaas/Weast/McFadden:

- e) Employee Benefit Committee - Griffith/Courtney:

- f) Marina Committee – Courtney/McCavic/Klaas/Norton: