

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
May 11, 2011
Port of The Dalles Office

The Regular Meeting of the Port Commissioners was called to order by President Mike Courtney at 7:04 PM.

ROLL CALL

Present: Mike Courtney, Ken Farner, Bob McFadden, Kristi McCavic, Rod Runyon

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Angie Wilson, Bookkeeper; Nora Donovan, Assistant Project Manager; Bill Dick, Port Attorney

Guests: Greg Weast; Ken Valentine; David Olson; Jane Jacobsen; Aili Schreiner; David Griffith

Pledge of Allegiance: Andrea Klaas

David Griffith, Jane Jacobsen and Aili Schriener were excused for Executive Session. Greg Weast as Commissioner-elect was allowed to remain in the meeting.

INTO EXECUTIVE SESSION 7:07PM

EXECUTIVE SESSION *(as allowed by ORS 192.660 (2) (e) (f) (h)) this may include discussion of real property transactions and privileged legal communication.*

Back to Regular Session 7:53PM

Nora Donovan left the meeting at 8:10pm.

David Griffith, Jan Jacobsen and Aili Schreiner returned to the meeting.

AGENDA CORRECTIONS or ADDITIONS

None

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the May and June, 2011 calendars. Andrea will be gone May 12-16, 2011. Commissioner McFadden will do the KODL Coffee Break Radio show on Friday, May 13, 2011. The Budget Committee meeting will be May 24, 2010, 5:30 at Dry Hollow Vinyards. Next Port Meeting will be June 8, 2011.

VISITOR'S BUSINESS

Jane Jacobsen, Executive Director and Aili Schreiner, Project Manager of the Confluence Project made a presentation to the Commission on their project. Handouts were provided for more information. Jane Jacobsen and Aili Schreiner left the meeting after their presentation.

MEETING MINUTES

Two corrections were noted: Page 1, Financials Section, 1st paragraph, line 4, the word "allocated" should be "appropriated"; and Page 2, Staff Report, Item 0.5, correct the Motion to read....."second by Commissioner McFadden."

MOTION:

Commissioner Farner made a motion to approve the minutes of the April 13, 2011 meeting as corrected. Second by Commissioner McFadden. Motion passed unanimously.

FINANCIALS

Andrea Klaas and Angie Wilson reviewed the April, 2011 financials. The Annual Percentage rate is still at 0.5000%. Crates Point made two payments in January and the deferred revenue was adjusted down at that time. There was no payment made in April, so there was no adjustment in April. Angie responded to questions from Commissioner Farner regarding Wonder Works invoices and provided copies of an updated balance sheet. The Commission directed staff to prepare financial reports with line item detail, % of budget, and monthly activity report by fund. Commissioner Runyon commended Angie Wilson for her hard work on the financials and suggested individual Commissioners could meet with Angie before the meetings if they needed more detailed information. Andrea, Commissioner McCavic and Commissioner Farner will meet on May 19, 2011 to work on 2011-12 Budget.

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas: Met with Dick Murray to discuss and idea for reuse of the Mt Fir Chip loading site; Homeshield-Held meetings to discuss marketing the property; Mayor's Committee-Mike Zingg was elected Chair at the first meeting. The Committee is trying to complete their work by July 25, 2011; Governmental Affairs-Met with other members of the Outreach Team to discuss the DC trip. Will be part of The Dalles visit to Salem on May 5, 2011; Commissioner McFadden, Commissioner Farner and Andrea attended Ron Wyden's town hall meeting at the Discovery Center. Commissioner McFadden and Andrea attended one of the Columbia Gorge Community College College accreditation meetings. The final report will be presented in July and Dr. Toda feels it will suggest the College complete one more year of review, which will be the 5th year of the typical 5 year review process.
2. *Wetlands* – Andrea Klaas reported that using aerial photos, Kirk Jarvie and team identified 13 possible mitigation sites to visit. As a result of the visit they identified about 3 viable sites. Kirk is writing a summary report that will be provided when we receive it.
3. *Marina Update* – Kathy Norton updated the Commission on activities and issues at the Marina. Next Marina Committee meeting, Tuesday, May 17, 2011; Marina work boat no longer usable, will be looking at options to replace the work boat; moorage leases and invoices will be mailed once the Marina budget is approved; OSMB grant application for Transient Moorage shore power has been submitted; Scott Dixon (B-18) recently sold to Chris Brace; Will Felt (A-09) and Jean Underhill (D-11) have notified the Port of their intent to remodel their boathouses. Lengthy discussion on occupancy issues-ways to prove permanent residences; establish complaint process; consequences in lease to deal with violations. Commissioner McFadden stated that the Marina Committee had been tasked in September 2010 with forming a Tenant's Committee to come up with suggestions for the lease language and changes to the Rules and Regulations. Kathy reported that as of the April, 2011 meeting nothing had been provided. The Commission directed staff to prepare a plan to address occupancy issues.
4. *Reports of Committees:*
 - a. *Urban Renewal*- Commissioner Farner: Nothing
 - b. *Chamber of Commerce* – Commissioner McFadden: Nothing
 - c. *Wasco EDC* – Andrea Klaas: Meeting next week in Maupin
 - d. *MCEDD* – Commissioner Courtney: Meetings on May 19 and June 9, 2011
 - e. *Community Outreach Team* - Andrea Klaas: Nothing.

David Griffith left the Meeting. Greg Weast as Commissioner-elect was allowed to remain in the meeting.

INTO EXECUTIVE SESSION 8:47 PM

EXECUTIVE SESSION *(as allowed by ORS 192.660 (2) (e) (f) (h)) this may include discussion of real property transactions and privileged legal communication.*

Back to Regular Session 9:26PM

COMMISSION CALL

1. President: Thanked Nora Donovan for all of her work over the past three years.
2. Commissioners: Commissioner Farner-would like a follow-up to conversation with Lockheed.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 9:30 PM.

PORT OF THE DALLES:

D.M. Courtney, President
Board of Commissioners

ATTEST:

Rod Runyon, Secretary
Board of Commissioners

DATE APPROVED: June 8, 2011

Prepared by: K.Norton