

PORT OF THE DALLES COMMISSION
Regular Session Meeting Minutes
Wednesday, February 15, 2023, 7:00 p.m.
Port Administrative Office
The Dalles, Oregon

The Regular Session Meeting of the Port Commissioners was called to order by President Greg Weast at 7:00 p.m.

ROLL CALL Executive Assistant Toepke

- COMMISSION Greg Weast, Robert Wallace, Staci Coburn, David Griffith, John Willer
- STAFF Andrea Klaas, Executive Director; Jennifer Toepke, Executive Assistant; Bill Dick, Attorney, Dick, Dick & Corey
- GUESTS Angie Macnab, The Dalles Marina, LLC
- MEDIA Alana Lackner, Columbia Gorge News

PLEDGE OF ALLEGIANCE Jennifer Toepke

AGENDA CORRECTIONS/ADDITIONS None

PUBLIC COMMENT OR QUESTION None

REGULAR SESSION ADJOURNED AT 7:02 P.M. & EXECUTIVE SESSION COMMENCED AT 7:02 P.M.

EXECUTIVE SESSION as allowed by ORS 192.660(2)(e) Real Property Transactions & ORS 192.660(2)(h) Conferring with Legal Counsel regarding litigation *Media representatives are instructed not to report or disclose matters discussed in Executive Session

EXECUTIVE SESSION ADJOURNED AT 7:40 P.M. & REGULAR SESSION RESUMED AT 7:41 P.M.

ACTION REQUIRED FROM EXECUTIVE SESSION *Consensus to direct staff to pursue criteria for boathouse construction at The Dalles Marina, and present said criteria to Commission.*

ACTION ITEMS

1. January 11, 2023, Regular Session Meeting Minutes Amendment: Committee Reports, The Dalles Community Outreach Team, Change Executive Director Klaas to Commissioner Weast *Passed unanimously as amended.*
2. January 2023 Financial Reports Treasurer Coburn *Stand as presented.*

DISCUSSION ITEM

1. 2023 SDAO Annual Conference: Share your experience!
 - Commissioner Weast: Working with Legal Counsel: We need to make sure that we have enough time to understand the legal documents; it helps if they are written in lay terms. Also, we need to read all our bylaws and procedures; please send to Commission. Onboarding Session: When there is a new Commissioner, we need to mentor that person; SDAO has a Board Member Tool Member Toolkit. Also attended Shake Alert, Financial Reports, and Defensible Spaces.
 - Commissioner Willer: Financial Reports: reinforcement of knowledge that was already there. Board Recruitment: obviously worked as I was recruited 3 times! Communicating during Construction: Did some outreach and focus groups. Dealing with problems with Board Members: It was more review. Public Meetings & Executive Sessions: It was well done.
 - Commissioner Griffith: I wish I had known the things I learned at the Land Use session this time many years ago. The speed of which things went was faster than I could keep up with. Wildfire: it went very fast.
 - Commissioner Wallace: Opening Session: It was great to understand the multigenerational aspect of our relationships. Highlights: Cybersecurity. Executive Sessions. Legislative Update. Networking with other Ports and Districts. Attended the Port Caucus. Several people made the comment that it was great that the Port Commissioners were in attendance in full force. Thanks to staff for all the effort and arrangements they did!
 - Executive Director Klaas: Highlights: Cybersecurity, maybe we (districts in The Dalles and/or Wasco County) need to ban together and get an IT person. Legislative Issues: Affordable Housing: \$1 billion in the Governor's budget for housing; healthcare worker shortage: traveling nurses are getting paid a lot so there is a shortage for permanent nursing staff; healthcare; although marijuana is legal in Oregon, there are a lot of illegal operations and there is some water theft going on that needs addressing. Great networking as always with Margi Hoffman from USDA.
 - Executive Assistant Toepke: Highlights: Cybersecurity is always eye opening. "If you didn't ask for it, don't open it." Protecting passwords. Paid Leave Oregon: Continues to be a challenging roll out. Employers will need to be flexible and

stay up to date, especially in this first year. Financial Reports: Consider establishing an asset appreciation fund. Grants: tracking reimbursements and reports. Evaluate internal controls. Perform risk assessment once per year. Getting the Most out of SDAO: New information to me, 8 hours of free consulting services per year; 5 free background tests and 5 free drug tests per year.

REPORTS

1. The Dalles Marina, LLC Q2/FY 2022-2023 Concessionaire Report Owner/Operator Macnab Stands as included in packet.
2. Director's Report Executive Director Klaas Stands as included in packet.
3. Strategic Business Plan Update Report Executive Director Klaas
 - o Work session held prior to meeting for project launch.
4. Committee Reports
 - The Dalles Community Outreach Team Executive Director Klaas The travel group is scheduled to go to Washington, D.C. in March; meeting scheduling will begin soon. We'll be meeting new legislators with a Republican House and Democrat Senate; some want to give earmarks, some not. The COT is very unique and effective – when other communities hear what we do they are surprised!
 - Columbia Gateway Urban Renewal Agency Board Commissioner Coburn Did not meet in January.
 - The Dalles Area Chamber of Commerce Board Commissioner Griffith President/CEO Lisa Farquharson and her team went to a professional development conference over the weekend. This week our Chamber is in Portland for the Sportsman Show, something they've been doing for the last couple of years to promote The Dalles. They will also be in Redmond doing the same thing. The Cherry Festival is April 21-23. Homegrown happiness!
 - Dufur Commissioner Wallace Port related and non-related. School based health center. Some folks have come out against it. Birth control, gender issues, etc. However, the intended purpose is to treat earaches, colds, etc. Discussion to continue. 2nd Strategic Planning Meeting for Dufur Vision. Moving forward with that. Port Staff, Carrie from MCEDD and I, will meet with key people from around town to dig in deeper. One of the things that came out of the meeting: I was paired with David Selzer and David Brown -- April 1st the store should be open – the floors have been redone, painted, etc. Andrea, myself and my RARE, Michael – walked through town, looked at all the properties, talked to people, looked at the apartments above Kramer's, went to Dufur Valley to see the underground water project – we had good conversations, thoughts, and what ifs about Dufur.
 - Wasco County Economic Development Commission Executive Assistant Toepke No meeting; next meeting is in March.

REGULAR SESSION ADJOURNED AT 8:13 P.M. & EXECUTIVE SESSION COMMENCED AT 8:13 P.M.

EXECUTIVE SESSION as allowed by ORS 192.660(2)(e) Real Property Transactions and ORS 192.660(2)(h) Conferring with Legal Counsel regarding litigation *Media representatives are instructed not to report or disclose matters discussed in Executive Session

EXECUTIVE SESSION ADJOURNED AT 8:49 P.M. & REGULAR SESSION RESUMED AT 8:50 P.M.

ACTION REQUIRED FROM EXECUTIVE SESSION Motion: Offer Meadow Outdoor a lease renewal for 10 years with an option for 5 years, at a rate of \$2,200.00 per year or 10% of the gross revenue, whichever is greater. Update lease with current requirements. *M/G. Weast, S/D. Griffith, Motion Approved Unanimously*

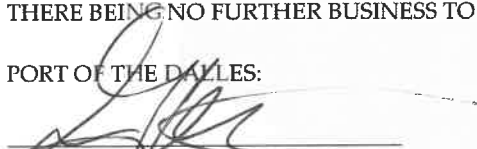
UPCOMING MEETINGS/EVENTS Stands as included in packet.

COMMISSION CALL

Commissioner Griffith was tasked by the Airport to come up with a marketing plan. He is asking Commission and Staff for their feedback about what they think the airport needs, what do stakeholders need? Feedback will be sent to Staff to compile and share with Commissioner Griffith.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:56 p.m.

PORT OF THE DALLES:



Greg Weast, President
Board of Commissioners

ATTEST:



David A. Griffith, Secretary
Board of Commissioners

DATE APPROVED: March 15, 2023

Prepared by: Jennifer Toepke, Executive Assistant