

**PORT OF THE DALLES COMMISSION**  
**Regular Meeting Minutes**  
**May 13, 2015**  
**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; Kathy Ursprung, Marketing & Communications; Angie Wilson, Bookkeeper, Bill Dick, Attorney

Guests: Mike Mengis

Pledge of Allegiance: Commissioner McCavic

**AGENDA CORRECTIONS or ADDITIONS**

None at this time.

**PUBLIC COMMENT-VISITOR BUSINESS**

Mike Mengis presented a request for a portion of the empty moorage space at the Marina created by moving the County boathouse to remodel his boathouse, enlarge his deck and put more space between he and the neighbor boathouse. Commissioner McFadden asked Mike to provide Port staff with specific information on his plans. The Commissioners would review the information and make a decision at the June meeting.

**PORT CALENDAR/EVENTS**

Andrea Klaas reviewed the May and June, 2015 Calendars.

**ACTION ITEMS**

1. April 8, 2014 Meeting minutes approved as presented.
2. April, 2015 Financial Report: Angie Wilson reported the Marina paid the annual loan payment to the General Fund; as of April 30 retainage owed to Crestline Construction is \$237,964.88; pulled \$637,500.00 from the IFA Loan for the PDF Acct, new loan balance is \$2,137,500.00; PDF Profit and Loss bad debt expense for \$1,300.96 was due to overbilling in 2013-14 fiscal year; LGIP interest holding at .5%

**Motion to approve April 2015 financials as presented. M/G.Weast, S/K.McCavic, motion approved unanimously.**

**STAFF REPORT**

1. *Monthly Highlights* – Andrea Klaas provided full report in meeting packet. Working on the budget, budgeting for new projects in all 3 funds; Oregon Port's Association quarterly meeting in Salem; Bob, Greg, David & I attended lunch hosted by Union Pacific Railroad. UPRR making investments in the area; Port office will be getting new phones, part of the upgrade will eliminate the auto-attendant; Extending the lease for the transformer move into January 2016. Final 3" lift of asphalt will do down this summer; BPA would like water and sewer at the substation in the new industrial center. Working with Crestline to make this happen before the final paving; Carolyn Meece and I visited Columbia Phytotech to let them know they had met their employment obligation and their "forgivable loan" from the State had been forgiven; Jenny Hagen of NuCulture reports she is very busy with orders to new companies from her attendance at the natural Products Expo as part of Team Oregon; Met with Sky and Kathleen at FixAuto for update on their new hires. Also found out they leased property near their house to a gentleman from the Portland area who is planting organic crops that he sells to Fred Meyer; Met with Jeff Kaser from Mid Columbia Producers getting an update on their activities and the possibility that they might be interested in exercising their option to purchase the grain elevators from us.

2. *Marketing & Communications Update:* Kathy Ursprung provided full report in meeting packet. Heavily focused on marketing the Columbia Gorge Industrial Center to targeted sectors, advertising in a variety of publications, developing mailing lists for direct marketing via email and post, attending trade shows, doing FM tours and partnering with the Regional Airport; continuing to promote Port-area businesses through 2-3 minute videos – called “Port Business Spotlight; wetlands tour scheduled for May 18, 2015.
3. *Marina Update:* Kathy Norton provided report in meeting packet. Port boathouse being moved this week; Pike Minnow season opened the first of May. A few more fishermen paying for moorage in the marina this year; still working on a meeting with Devco to discuss the marina water system; still working with Bill on ownership issues with the Corsair. Main Street meeting on May 5<sup>th</sup>, I was not able to attend. Matt Herriges was elected President and Michael Held the VP. The Business Committee meets every other Friday – current project is to update the business inventory for downtown. Chamber Cruise Ship Committee has set 3<sup>rd</sup> Wednesday of the month for regular meetings to begin planning for next year.
4. *Reports of Committees:*
  - a) Urban Renewal – Commissioner Weast: Passed the budget; working on a confidential project, a grants program, update on the Neon Museum.
  - b) Chamber of Commerce: Commissioner Griffith: Cherry Festival successful; Color Dash this weekend; update on other activities.
  - c) Wasco EDC – Kathy Ursprung: Exploring ways to play more active economic development role in the communities; discussion on projects.
  - d) COT – Bob McFadden: COT needs a project to focus on; discussion on activity in Salem; potential for getting the governor to attend the MCIDC ribbon cutting.

7:52PM - 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.

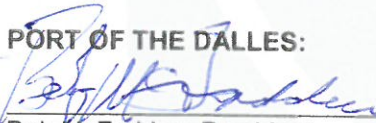
8:16PM – Back to Regular Session

**COMMISSION CALL**

1. President: Thanked Commissioner McCavic for her help with land sale matters; reported that NuCulture is doing well
2. Commissioners:

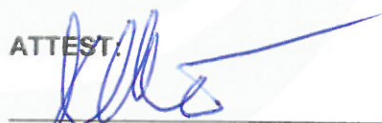
**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 8:30PM.**

**PORT OF THE DALLES:**



Bob McFadden, President  
Board of Commissioners

**ATTEST:**



David A. Griffith, Secretary  
Board of Commissioners

DATE APPROVED: 6-10-2015  
Prepared by: K.Norton