



**PORT COMMISSION REGULAR SESSION VIRTUAL MEETING  
SEPTEMBER 9, 2020 AT 5:30 P.M.**

**Zoom: [Join Meeting](#) / Meeting ID: 830 8512 7695 / Password: 501714 / Call in Number: +1(253)215-8782**

**AGENDA**

**A. ROLL CALL** Executive Assistant Toepke

**B. PLEDGE OF ALLEGIANCE** Commissioner Weast

**C. AGENDA CORRECTIONS/ADDITIONS** Executive Director Klaas

**D. INTRODUCTION**

Anna Shank-Root, Land Use Strategist & Policy Analyst, RARE (Resource Assistance for Rural Environments) AmeriCorps

**E. COMMUNITY PARTNER UPDATE**

Dr. Marta Cronin, President, Columbia Gorge Community College

**F. UPCOMING MEETINGS/EVENTS**

- September 11, 2020, 10:00 a.m.: KODL Radio Coffee Break with Executive Director Klaas
- September 14, 2020, 8:30 a.m.: KIHR Radio with Executive Director Klaas
- October 14, 2020, 5:30 p.m.: Port Commission Virtual Meeting

**G. ACTION ITEMS**

1. Approve August 12, 2020 Regular Session Meeting Minutes-Virtual
2. Approve August 2020 Financial Reports: Commissioner Coburn
3. Approve the Brownfields Assessment Coalition Memorandum of Agreement between City of The Dalles, Port of The Dalles, and Wasco County
4. Approve Boy Scouts of America Sea Scout Ship #399 Freedom's request for a donation of \$1,000.00 to Corsair Foundation to support expenses related to their new 36' Pathfinder Boat

## H. DISCUSSION ITEM

1. Real Estate

## I. REPORTS

1. Staff Report: Executive Director Klaas
2. Committee Reports
  - Community Outreach Team: Commissioner Weast/Executive Director Klaas
  - Wasco County Economic Development: Commissioner Courtney
  - Urban Renewal: Commissioner Coburn
  - Dufur: Commissioner Wallace
  - Chamber of Commerce: Commissioner Griffith

## J. COMMISSION CALL

## K. PUBLIC COMMENT OR QUESTION

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: September 9, 2020

Subject: G-1.) REGULAR MEETING (VIRTUAL) MINUTES

➤ August 12, 2020 Regular Meeting (Virtual) Minutes

Staff Recommendation: **Approve August 12, 2020 Regular Meeting (Virtual) Minutes as presented**

Fiscal Impact: None

**PORT OF THE DALLES COMMISSION**  
**Regular Session Virtual Meeting Minutes**  
**August 12, 2020**

The Regular Session Virtual Meeting of the Port Commissioners was called to order by President Greg Weast at 7:08 p.m.  
*\*The meeting was held via the video conferencing platform Zoom; attendees joined via computer or called in via telephone*

**ROLL CALL**

**Commission:** Greg Weast, Mike Courtney, Staci Coburn, Robert Wallace, David Griffith  
**Staff:** Andrea Klaas, Executive Director; Jennifer Toepke, Executive Assistant  
Bill Dick, Attorney; Angie Macnab, Bookkeeper

**PLEDGE OF ALLEGIANCE** Commissioner Weast

**AGENDA CORRECTIONS/ADDITIONS** None

**EXECUTIVE SESSION ACTION** ED Klaas's Performance Evaluations & Compensation Reviews are to be held in April of each year

**VISITOR BUSINESS** None

**UPCOMING MEETINGS/EVENTS** Stands as included in meeting packet, *with the exception that Commissioner Weast will be joining Commissioner Courtney at the KODL Coffee Break on August 14, 2020.*

**ACTION ITEMS**

1. **July 8, 2020 Regular Virtual Meeting Minutes were approved by consensus**
2. **July 22, 2020 Special Virtual Meeting Minutes were approved by consensus**
3. **July 2020 Financial Reports were approved by Consensus**

**DISCUSSION ITEM**

1. *Real Estate: Stands as included in meeting packet, plus ED Klaas to create criteria to make a decision & a timeline. A subcommittee was formed of Commissioners Courtney & Griffith. Commissioner comments – Commissioner Courtney: Right deal for The Ports Constituents – Jobs, ORS 777; Commissioner Coburn: Criteria to make a decision – price does not have to be the sole reason; Commissioner Wallace: It would be useful to have the office receive property's regularly; and Commissioner Griffith: The properties should be located in our service area.*

**REPORTS**

2. *Staff Report: Stands as included in meeting packet*
3. *Columbia River Gorge Commission Report: Stands as included in meeting packet, plus the 20 acres/1% was changed (voted on) to 50 acres/2% and in general the Commission is almost evenly divided*
  - *Community Outreach Team, Commissioner Weast: The in-person trip to Washington DC will not happen in September, EA Toepke will schedule virtual video conferencing meetings for the group. The 2<sup>nd</sup> Districts Congressional Candidates will be invited to talk to the COT.*
  - *Wasco County Economic Development, Commissioner Courtney: The EDC did not meet.*
  - *Urban Renewal, Commissioner Coburn: They did not meet – but are still finalizing the DDA for the Granada – they will meet in September.*
  - *Dufur, Commissioner Wallace: Schools are due to reopen, broadband progress, Safe Routes to School*
  - *Chamber of Commerce, Commissioner Griffith: Mention of the \$50,000 in grants that was provided by Google. Drive-in Movie available at Sunshine Mill is a great addition for the community. \$20,000 is being dedicated to city sidewalk repair*

**COMMISSION CALL**

1. Commissioner Weast: Thanked 'The Dalles Marina LLC' for discounting the moorage for the Sea Scouts. Suggested that staff could work with Sea Scouts on a request to present to the Port Commission. Commissioner Courtney said to make sure that The Port are listed as a second on their insurance and to provide The Port with what their insurance limits are. Commissioner Courtney made a motion to donate \$1,000.00 to the Sea Scouts, Commissioner Griffith seconded the motion, the motion approved unanimously
2. Commissioner Courtney: Thanks to ED Klaas for surviving another year at The Port.
3. Commissioner Griffith: Happy to be a Commissioner!
4. Commissioner Coburn: Thanks to ED Klaas for staying on top of the Gorge Commission.
5. Commissioner Wallace: Thanks to ED Klaas for the Friday Updates, they are useful and thanked EA Toepke for the Marina clean-up, it made a big improvement. Dallesport School building might be available for business.

**PUBLIC COMMENT OR QUESTIONS:** None

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 7:58 p.m.**

**PORT OF THE DALLES:**

**ATTEST:**

\_\_\_\_\_  
Greg Weast, President  
Board of Commissioners

\_\_\_\_\_  
Robert Wallace, Secretary  
Board of Commissioners

DATE APPROVED: September 9, 2020  
Prepared by: Jennifer Toepke, Executive Assistant

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: September 9, 2020

Subject: G-2.) FINANCIAL REPORTS

➤ August 2020 Financial Reports

Staff Recommendation: **Approve August 2020 Financial Reports as presented**

### **Local Government Investment Pool**

➤ July's Interest Rate was 1.30% (Average Annualized Yield)

### **General Fund**

#### ➤ Income

○ The Dalles Marina Transient Guest Moorage, Slip Rental: \$780.00

#### ➤ Expenses

○ AquaTechnex, Aquatic Plant Management at Transient Guest Moorage: \$675.00

○ The Dalles Area Chamber of Commerce, Annual Membership Dues: \$216.00

○ Chinook Plumbing, Annual Backflow Inspection & Test at 5 Locations: \$200.00

○ Rotary Club of The Dalles, Annual Membership Dues: \$200.00

○ Chad Klaas, Temporary Employee, Update Oregon Prospector (Property): \$110.82

### **Port Development Fund**

#### ➤ Income

○ No uncommon income

#### ➤ Expenses

○ Davis Wright Tremaine LLP: Related to CRGC; The Port will be reimbursed by the City and County for 2/3's of these costs

### **Marina Fund**

➤ No uncommon Income or Expenses

### **Fiscal Impact**

➤ None

7:10 AM

09/03/20

Cash Basis

**Port of The Dalles-GENERAL**  
**Profit & Loss Budget vs. Actual-SUMMARY**  
 July through August 2020

	Jul - Aug 20	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Contracted Services Income	0.00	100,000.00	0.0%
Begining Fund Balance	0.00	1,236,755.00	0.0%
Or. St. Marine Board Grant	0.00	5,000.00	0.0%
Transient Moorage	1,175.00	2,000.00	58.8%
Map Grant	0.00	9,800.00	0.0%
Interest From Earnings	2,885.67		
Prior Yr Property Tax	2,749.51	5,000.00	55.0%
Interest From Contracts	0.00	24,735.00	0.0%
Misc. Income	40.00	2,000.00	2.0%
lease-land/Facility	3,585.00	15,000.00	23.9%
SDAO Grant	0.00	6,000.00	0.0%
Airport Well	0.00	15,150.00	0.0%
City Of Dufur Water System Loan	39,310.00		
Marina Loan	0.00	11,621.00	0.0%
Property Tax	2,318.09	331,186.00	0.7%
<b>Total Income</b>	<u>52,063.27</u>	<u>1,764,247.00</u>	<u>3.0%</u>
<b>Gross Profit</b>	52,063.27	1,764,247.00	3.0%
<b>Expense</b>			
PERSONAL SERVICES-	45,701.70	260,200.00	17.6%
MATERIAL AND SERVICES-	12,492.50	283,000.00	4.4%
CAPITAL OUTLAYS-	7,558.00	45,000.00	16.8%
<b>Total Expense</b>	<u>65,752.20</u>	<u>588,200.00</u>	<u>11.2%</u>
<b>Net Ordinary Income</b>	-13,688.93	1,176,047.00	-1.2%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
transfer from other funds	0.00	150,000.00	0.0%
<b>Total Other Income</b>	0.00	150,000.00	0.0%
<b>Other Expense</b>			
Transfer to Other Funds	0.00	500,000.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
<b>Total Other Expense</b>	0.00	550,000.00	0.0%
<b>Net Other Income</b>	0.00	-400,000.00	0.0%
<b>Net Income</b>	<u><u>-13,688.93</u></u>	<u><u>776,047.00</u></u>	<u><u>-1.8%</u></u>

**Port of The Dalles-PDF**  
**Profit & Loss Budget vs. Actual-SUMMARY**  
**July through August 2020**

	Jul - Aug 20	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Beginning Fund Balance	0.00	3,152,414.00	0.0%
Interest From Earnings	5,957.02	63,048.00	9.4%
Interest From Contracts	735.01	5,000.00	14.7%
matching grants	0.00	500,000.00	0.0%
Misc. Income	68,475.00		
Land Sales	783.13	800,000.00	0.1%
City Of Dufur Water System Loan	0.00	39,310.00	0.0%
<b>Total Income</b>	<u>75,950.16</u>	<u>4,559,772.00</u>	<u>1.7%</u>
<b>Gross Profit</b>	75,950.16	4,559,772.00	1.7%
<b>Expense</b>			
<b>MATERIAL AND SERVICES-</b>	48,934.49	190,000.00	25.8%
<b>CAPITAL OUTLAYS-</b>	0.00	2,000,000.00	0.0%
<b>Total Expense</b>	<u>48,934.49</u>	<u>2,190,000.00</u>	<u>2.2%</u>
<b>Net Ordinary Income</b>	27,015.67	2,369,772.00	1.1%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
transfer from other funds	0.00	500,000.00	0.0%
<b>Total Other Income</b>	0.00	500,000.00	0.0%
<b>Other Expense</b>			
Partnership Project	0.00	1,000,000.00	0.0%
Special Payments	0.00	1,300,000.00	0.0%
Transfer to Other Funds	0.00	150,000.00	0.0%
Other Debt Service	0.00	152,676.00	0.0%
General Operating Contingency	0.00	50,000.00	0.0%
<b>Total Other Expense</b>	<u>0.00</u>	<u>2,652,676.00</u>	<u>0.0%</u>
<b>Net Other Income</b>	0.00	-2,152,676.00	0.0%
<b>Net Income</b>	<u><u>27,015.67</u></u>	<u><u>217,096.00</u></u>	<u><u>12.4%</u></u>



**Port of The Dalles-MARINA**  
**Profit & Loss Budget vs. Actual-SUMMARY**  
 July through August 2020

	<u>Jul - ...</u>	<u>Budget</u>	<u>% of ...</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Partnership Repayment	0.00	50,000.00	0.0%
Begining Fund Balance	0.00	53,998.00	0.0%
Interest From Earnings	93.43	1,080.00	8.7%
<b>Total Income</b>	<u>93.43</u>	<u>105,078.00</u>	<u>0.1%</u>
<b>Gross Profit</b>	93.43	105,078.00	0.1%
<b>Expense</b>			
<b>CAPITAL OUTLAYS-</b>			
Partnership Projects	0.00	50,000.00	0.0%
<b>Total CAPITAL OUTLAYS-</b>	<u>0.00</u>	<u>50,000.00</u>	<u>0.0%</u>
<b>Total Expense</b>	<u>0.00</u>	<u>50,000.00</u>	<u>0.0%</u>
<b>Net Ordinary Income</b>	<u>93.43</u>	<u>55,078.00</u>	<u>0.2%</u>
<b>Net Income</b>	<u><u>93.43</u></u>	<u><u>55,078.00</u></u>	<u><u>0.2%</u></u>

7:01 AM  
 09/03/20  
 Cash Basis

**Port of The Dalles**  
**Account QuickReport**  
 As of August 31, 2020

Type	Num	Name	Memo	Paid Amount
<b>CSB Checking</b>				
<b>General Checking</b>				
Deposit			Deposit	3,385.00
Deposit			Deposit	280.00
Check	EFT	Brokers National Lif...		-41.80
Paycheck	24245	Andrea L. Klaas		-3,319.28
Paycheck	24246	Jennifer Toepke		-1,696.63
Bill Pmt -Check	24247	Angie Wilson		-865.00
Bill Pmt -Check	24248	Aqua Technex		-675.00
Bill Pmt -Check	24249	Bohns Printing		-37.40
Bill Pmt -Check	24250	City Of The Dalles.		-468.80
Bill Pmt -Check	24251	Home Depot Credit ...		-133.97
Bill Pmt -Check	24252	PUD		-156.69
Bill Pmt -Check	24253	Sawyers Ace Hard...		-20.35
Bill Pmt -Check	24254	SDIS		-4,385.11
Bill Pmt -Check	24255	The Dalles Area Ch...		-216.00
Bill Pmt -Check	24256	The Dalles Disposal		-132.92
Bill Pmt -Check	24257	Verizon		-159.61
Liability Check	EFT	Oregon Department...	0504064-4	-403.00
Liability Check	EFT	United States Treas...	93-6001833	-1,575.82
Liability Check	EFT	Pers	02501	-1,158.16
Deposit			Deposit	600.00
Paycheck	24266	Andrea L. Klaas		-3,319.27
Paycheck	24269	Jennifer Toepke		-1,831.06
Paycheck	24268	Gerald L. Rundell		-688.25
Paycheck	24270	Mark R Roth		-276.83
Bill Pmt -Check	24258	Chinook Plumbing		-200.00
Bill Pmt -Check	24259	Columbia River Affo...		-611.00
Bill Pmt -Check	24260	Dick, Dick & Corey, ...		-225.00
Bill Pmt -Check	24261	Gorge Networks		-164.61
Bill Pmt -Check	24262	Hattenhauer Energy...		-55.34
Bill Pmt -Check	24263	Jennifer Toepke.		-102.23
Bill Pmt -Check	24264	Rotary Club of The ...		-200.00
Bill Pmt -Check	24265	Home Depot Pro		-15.29
Paycheck	24267	Chad Klaas.		-110.82
Liability Check	EFT	Oregon Department...	0504064-4	-493.00
Liability Check	EFT	United States Treas...	93-6001833	-1,913.42
General Journal	AW		to reclassify payroll to g...	-4,412.74
General Journal	AW		to reclassify payroll to g...	4,412.74
Total General Checking				-21,386.66
<b>Marina Checking</b>				
Total Marina Checking				
<b>Port Develop. Checking</b>				
Deposit			Deposit	759.07
Bill Pmt -Check	23259	Davis Wright Trema...		-7,935.50
Bill Pmt -Check	23260	Davis Wright Trema...		-15,298.50
Bill Pmt -Check	23261	Dick, Dick & Corey, ...		-248.00
Bill Pmt -Check	23262	Davis Wright Trema...		-5,092.04
Total Port Develop. Checking				-27,814.97
Total CSB Checking				-49,201.63
<b>TOTAL</b>				<b>-49,201.63</b>

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: September 9, 2020

Subject: **G-3.) BROWNFIELDS ASSESSMENT COALITION**

- Brownfields Assessment Coalition Memorandum of Agreement between City of The Dalles, Port of The Dalles, and Wasco County

Staff Recommendation: **Approve Brownfields Assessment Coalition Memorandum of Agreement between City of The Dalles, Port of The Dalles, and Wasco County as presented**


Fiscal Impact: None

City and EDC staff came to Port of The Dalles Commission in August 2019 to discuss participation in a coalition application for an EPA Brownfield Planning Grant with the City of The Dalles and Wasco County. The Port Commission approved participation in the coalition. The City submitted the application in December 2019 for \$600,000 and was notified this spring that they were awarded funding with a project start date in October.

The project will provide support for doing phase one and two environmental assessments for specific sites that have potential environmental contamination, clean up and re-use planning, and community engagement around brownfields. Having this information can increase certainty for developers around project costs or those considering property transactions. The goal is to complete a minimum of 10 assessments on public or private property but the property owner has to express interest in participating.

The focus area will build on the Brownfield Integrated Planning Grant study that the City completed earlier in 2019 for the Urban Renewal Area, but sites around the County could be eligible for participation through the Coalition as a result of this partnership.

Request: The City developed the attached Memorandum of Agreement related to the project per EPA requirements for the grant. Staff is requesting approval for moving forward with the agreement and participation in the process.

	<b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b>  <b>Cooperative Agreement</b>	<b>GRANT NUMBER (FAIN):</b> 01J86801 <b>MODIFICATION NUMBER:</b> 0 <b>PROGRAM CODE:</b> BF	<b>DATE OF AWARD</b> 08/17/2020
		<b>TYPE OF ACTION</b> New	<b>MAILING DATE</b> 08/24/2020
		<b>PAYMENT METHOD:</b>	<b>ACH#</b>
<b>RECIPIENT TYPE:</b> Township		<b>Send Payment Request to:</b> Research Triangle Park Finance Center RTPFC-grants@epa.gov	
<b>RECIPIENT:</b> City of The Dalles 313 Court Street The Dalles, OR 97058-2111 <b>EIN:</b> 93-6002265		<b>PAYEE:</b> City of The Dalles 313 Court Street The Dalles, OR 97058-2111	
<b>PROJECT MANAGER</b> Jim Schwino 1215 West 1st Street The Dalles, OR 97058-2111 <b>E-Mail:</b> jschwino@ci.the-dalles.or.us <b>Phone:</b> 541-296-5481	<b>EPA PROJECT OFFICER</b> Terri Griffith 1200 Sixth Avenue, Suite 155, 12-D12-1 Seattle, WA 98101-3188 <b>E-Mail:</b> Griffith.Terri@epa.gov <b>Phone:</b> 206-553-8511	<b>EPA GRANT SPECIALIST</b> Lucas DuSablon 1200 Sixth Avenue, Suite 155, 17-CO4 Seattle, WA 98101-3188 <b>E-Mail:</b> dusablon.lucas@epa.gov <b>Phone:</b> 206-553-2987	
<b>PROJECT TITLE AND DESCRIPTION</b>  City of The Dalles Brownfield Coalition Assessment FY2020  This agreement will provide funding for the City of The Dalles Brownfield Coalition to inventory, characterize, assess, and conduct cleanup planning and community involvement related activities for brownfield sites in the City of The Dalles, Oregon. The City's coalition partners are the Port of The Dalles and Wasco County. Assessment activities will focus on the 318-acre Columbia Gateway/Downtown urban renewal area, which includes a Qualified Opportunity Zone. Brownfields are real property, the expansion, development or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.			
<b>BUDGET PERIOD</b> 10/01/2020 - 09/30/2023	<b>PROJECT PERIOD</b> 10/01/2020 - 09/30/2023	<b>TOTAL BUDGET PERIOD COST</b> \$600,000.00	<b>TOTAL PROJECT PERIOD COST</b> \$600,000.00
<b>NOTICE OF AWARD</b>			
Based on your Application dated 12/02/2019 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$600,000. EPA agrees to cost-share <u>100.00%</u> of all approved budget period costs incurred, up to and not exceeding total federal funding of \$600,000. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.			
<b>ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)</b>		<b>AWARD APPROVAL OFFICE</b>	
<b>ORGANIZATION / ADDRESS</b> EPA Region 10 1200 Sixth Avenue, Suite 155 (17-C04) Seattle, WA 98101		<b>ORGANIZATION / ADDRESS</b> U.S. EPA, Region 10 Land, Chemicals, & Redevelopment Division (LCARD) 1200 Sixth Avenue, Suite 155 Seattle, WA 98101	
<b>THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY</b>			
<b>Digital signature applied by EPA Award Official</b> PeggyD Johnson - Chief - Grants Section			<b>DATE</b> 08/17/2020

Budget Summary Page

Table A - Object Class Category (Non-construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$27,000
2. Fringe Benefits	\$19,800
3. Travel	\$3,400
4. Equipment	\$0
5. Supplies	\$0
6. Contractual	\$548,400
7. Construction	\$0
8. Other	\$1,400
9. Total Direct Charges	\$600,000
10. Indirect Costs: % Base	\$0
11. Total (Share: Recipient <u>0.00</u> % Federal <u>100.00</u> %.)	\$600,000
12. Total Approved Assistance Amount	\$600,000
13. Program Income	\$0
14. Total EPA Amount Awarded This Action	\$600,000
15. Total EPA Amount Awarded To Date	\$600,000

**BROWNFIELDS ASSESSMENT COALITION**  
MEMORANDUM OF AGREEMENT BETWEEN THE FOLLOWING PARTIES:  
CITY OF THE DALLES (GRANTEE),  
PORT OF THE DALLES (PARTNER), AND  
WASCO COUNTY (PARTNER)

This Memorandum of Agreement documents the roles and responsibilities of the various parties involved in the Brownfield Assessment Coalition with regard to EPA Cooperative Agreement No: BF\_\_.

1. On \_\_\_\_\_, 2020 EPA awarded the Cooperative Agreement to GRANTEE. The grant period is October 1, 2020 through September 30, 2023. GRANTEE is responsible to EPA for management of the cooperative agreement and compliance with the statutes, regulations, and terms and conditions of the award, and ensuring that all members of the coalition comply with the terms and conditions.
2. It is the responsibility of GRANTEE to provide timely information to the other Coalition Partners regarding the management of the cooperative agreement and any changes that may be made to the cooperative agreement over the period of performance.
3. Coalition Partner contact information is as follows:

Port of The Dalles

Andrea Klaas, Executive Director  
3636 Klindt Drive  
The Dalles, OR 97058  
(541) 298-4148  
[andrea@portofthedalles.com](mailto:andrea@portofthedalles.com)

Wasco County

Carrie Pipinich, MCEDD Sr. Project Manager  
802 Chenowith Loop Road  
The Dalles, OR 97058  
(541) 296-2266  
[carrie@mcedd.org](mailto:carrie@mcedd.org)

4. Activities funded through the cooperative agreement may include inventory preparation, site selection criteria development, assessments, planning (including cleanup planning) relating to brownfield sites, and outreach materials and implementation, and other eligible activities. GRANTEE may retain consultant(s) and contractors under 2 CFR 200.317-326 to undertake various activities funded through the cooperative agreement and may award subgrants to other coalition members under 2 CFR 200.330 for assessment projects in their geographic areas. Subgrantees are accountable to GRANTEE for proper expenditure of funds.
5. The GRANTEE has procured a consultant (Stantec Consulting Services Inc.) in compliance with 2 CFR 200.317-326 requirements.
6. The GRANTEE, in consultation with the PARTNER, will work to develop a site selection process based on agreed upon factors and will ensure that a minimum of five sites are assessed over the life of the cooperative agreement. Selected sites will be submitted to EPA for prior approval to ensure eligibility.

7. Upon designation of the specific sites, it will be the responsibility of GRANTEE to work with the coalition member in whose geographic area the site is located to finalize the scope of work for the consultant or contractor. It will be the responsibility of this member to assist the City of The Dalles in obtaining all required permits, easements, and/or access agreements as may be necessary to undertake assessments at the selected site.
8. The GRANTEE is responsible for ensuring that other activities as negotiated in the workplan, such as community outreach and involvement, are implemented in accordance with a schedule agreed upon by GRANTEE and the coalition member in whose geographic area the site to be assessed is located.

Agreed:

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City of The Dalles Date

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Port of The Dalles Date

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Wasco County Date

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: September 9, 2020

Subject: **G-4.) BOY SCOUTS OF AMERICA SEA SCOUT SHIP #399 FREEDOM'S REQUEST FOR DONATION IN EXCHANGE FOR MONTHLY CLEANUPS**

- Boy Scouts of America Sea Scout Ship #399 Freedom's Request for Donation in Exchange for Monthly Cleanups

Staff Recommendation: **Approve Boy Scouts of America Sea Scout Ship #399 Freedom's request for a donation of \$1,000.00 to Corsair Foundation to support expenses related to their new 36' Pathfinder Boat as presented**

Fiscal Impact: None

Staff has been in communication with the Sea Scouts - specifically Skipper Deidre Baumgarten, since December 2019 concerning Skipper Baumgarten reactivating the Sea Scout base here in The Dalles. Staff discussed ways that the Port might assist and/or support them in obtaining a boat, and worked with them on locating a viable place to moor on the Columbia River in The Dalles vicinity specifically, so that the local Sea Scouts can flourish once again! Because the Sea Scouts operate under the Boy Scouts of America umbrella, community service is a big component of the program and Skipper Baumgarten and Port Staff have been brainstorming on projects that the Scouts could do around the marina and launch ramp. Fast forward to this spring/summer - having obtained a boat, Staff's conversations with Skipper Baumgarten have been about securing moorage - which was accomplished when space became available in the marina.

Although at August's meeting the Port Commission already agreed to donate to the Sea Scouts (Corsair Foundation), Staff wanted to allow Skipper Baumgarten to present her formal request to the Commission which addresses the Community Service component that the Sea Scouts have been working on - find it following. Staff believes that the Sea Scouts will be an excellent outlet for local youth to safely get on the water, and the monthly garbage cleanup they are offering is a great community service to provide at a public facility.





# SEA SCOUTS BSA

BSA Sea Scout Ship #399  
SSS Freedom  
1624 E 11<sup>th</sup> St  
The Dalles, OR 97058  
707-363-5353

September 3, 2020

## Port of The Dalles Donation Request and Proposal

Sea Scouts BSA has been teaching youth maritime skills, water safety, leadership, and citizenship for over 100 years. After nearly 20 years, I am excited to have Sea Scouting back in The Dalles. We were very excited when the Cascade Pacific Council offered us the Pathfinder to support our program.

With the addition of the 36' boat, we now have substantial expenses to account for that are including, but not limited to, moorage fees, fuel, maintenance, and insurance.

The Corsair Foundation is our charter partner and non-profit whose mission is to support maritime and vocational youth programs. Any donation made to the Sea Scouts will be tax deductible under the Corsair Foundation's non-profit 501c3 status.

Any donations received are greatly appreciated and help reduce the financial burden that we are forced to pass on to families that include uniform expenses, food, and transportation for trips.

The SSS Freedom would like to request a donation of \$1000 to help with our expenses so that we may be able to focus on bringing a quality program to our youth.

In appreciation of your support, our Sea Scouts would like to offer to help maintain the Port area around the marina. We are able to do garbage clean up once a month, in the parking lot, along the fences, the guest docks, and boat launch areas to help maintain the area for the community. If there are alternative ideas for community service to work with the Port, please let me know. We look forward to working with you.

Please feel free to reach out if you have any questions.

Thank you,

Deidre Baumgarten  
Skipper, SSS Freedom

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: September 9, 2020

Subject: H-1.) REAL ESTATE

- **September Property**
  - 600 E. Third Street, 0.23 acres, Zoning: Commercial \$245,000
  
- **August Properties**
  - Red's Trading Post, 2.08 acres, Zoning: Light Industrial \$750,000
  - 3826 W 6th Street, 0.17 acres, Zoning: Commercial \$149,900
  - Westgate Market, 1.73 acres, Zoning: Industrial \$799,000

## 600 E 3rd St

560 SF | Retail Building | The Dalles, OR | \$245,000 (\$438/SF)



### INVESTMENT HIGHLIGHTS

- Highly visible corner lot on 3rd & Jefferson

### EXECUTIVE SUMMARY

Highly visible corner lot for sale 3rd and Jefferson in downtown The Dalles... This lot, it's sales office and it's iconic "Used Car" marquis is hard to miss as you travel east on 3rd street. 10,000 square foot lot and 560 square foot building. This is your opportunity to

own a piece of history and relocate your new or existing business. This prominent corner also has a programmable advertising marquis that is still functional and ready to promote any business.

### PROPERTY FACTS

Sale Type	Investment or Owner User	Price	\$245,000
Property Type	Retail	Price Per SF	\$438
Property Subtype	Storefront Retail/Office	Tenancy	Single
Building Size	560 SF	Building Height	1 Story
Building Class	C	Building FAR	0.06
Year Built	1950	Land Acres	0.23 AC
Zoning	Comm		
Opportunity Zone	No		

Listing ID: 19679639

Date Created: 5/26/2020

Last Updated: 8/24/2020

### ZONING

Zoning Code                      **Comm**

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: September 9, 2020

Subject: I-1. STAFF REPORT

### Cliff Bentz at The Dalles Area Chamber of Commerce

- ED Klaas met with Oregon's 2nd Congressional District candidate Cliff Bentz at the Chamber, along with several business owners, and a few other agencies. After the meeting a copy of the Community Outreach Team book was forwarded to him for reference.

### Columbia River Gorge Commission

- *Verbal update to be provided from the Gorge Commission's September 8, 2020 meeting.* It is anticipated that the Gorge Commission will approve the Gorge 2020 Management Plan as drafted at this meeting.
- *Public testimony will be allowed at the meeting on September 8th.* Mayor Mays and Commissioner Hege will both be making statements and Davis Wright Tremaine will be submitting comments in writing on behalf of our coalition.
- Gorge Commissioners Rodger Nichols and Dan Ericksen have worked very hard on Wasco County's behalf and have been doing a good job representing our interests. They have also been supported by three other Gorge Commissioners from Skamania and Klickitat Counties, and on occasion by the new Hood River appointee, Commissioner Michael Mills.
- Here are links to the main Gorge Commission plan site and a link to the amended plan with the proposed changes:
  - <http://www.gorgecommission.org/management-plan/gorge2020/>
  - [Tracked Changes - Draft Gorge 2020 Management Plan to Approve](#)

### COVID-19 Pandemic

- **Port:** Staff is submitting a reimbursement request to cover some of the added COVID-19 costs that we have had. These include: Zoom account, portable potty's at the Launch Ramp, video enabled monitor, 4 new handsfree paper towel dispensers, and a few other small items.
- **Wasco County:** Steady drop in COVID-19 cases over the past three weeks, and recently went five days without a positive case. As of 09/02/2020: Wasco County Total 212 – Recovered 155. Business & non-profit grants will be available soon through The Dalles Area Chamber of Commerce
- **Region:** Multnomah Falls has reopened. "The USDA Forest Service in partnership with Oregon Department of Transportation, and Multnomah Falls Co., Inc. will allow access to Multnomah Falls and Lodge in a phased approach. Phase 1 will allow limited access to provide safe and adequate social distancing. This may lead to longer lines in a "queueing area" while waiting to enter the site. The site is available from 9:00 am through 6:00 pm. Phase 2 will introduce a ticketing system which allows access by reservation only through [rec.gov](http://rec.gov). Limited

number of tickets will be available on hourly basis and must be obtained at least a day in advance of a planned visit. The permit system will be implemented within the next few weeks.”

- [https://assets.website-files.com/5c3fa2a928665fc109831c73/5f32ca46fd4834ad2bd0315e\\_Multnomah%20final%20news%20release.pdf](https://assets.website-files.com/5c3fa2a928665fc109831c73/5f32ca46fd4834ad2bd0315e_Multnomah%20final%20news%20release.pdf)
- <https://www.multnomahfalls lodge.com/>
- **State:** Governor Brown extended protections from foreclosure for Oregon homeowners and business owners through executive action, until December 31<sup>st</sup> and extended her declaration of a state of emergency for an additional 60 days, until November 3<sup>rd</sup>
- **National:** FEMA may stop reimbursements to local governments for PPE

### **The Dalles Marina**

#### **Launch Ramp/Guest Moorage**

- Due to extra transient traffic, Maintenance Supervisor Rundell has been collecting litter and maintaining general cleanliness around the Restrooms twice per week
- Excessive garbage dumping by the Porta-potties has decreased and waste collection twice per week continues to help

#### **Long-term Moorage**

- The Port has received formal complaints regarding The Dalles Marina, LLC which questioned the mandatory membership in The Yacht Club for \$200.00 per year that was added to the tenant’s leases for this Fiscal Year 2020/2021. ED Klaas spoke with Owner Macnab to find a resolution for tenants – Owner Macnab stated that said tenants should be advised to contact The Dalles Marina, LLC to request the payment/membership be waived.

### **RARE**

- Due to quarantine protocols required by the University of Oregon, Anna Shank-Root will be working remotely (from her home here in The Dalles), from her start date on September 9<sup>th</sup> through September 18<sup>th</sup> – making her first day at work in the office on September 21<sup>st</sup>. During this time Anna will be attending virtual new RARE meetings, and ED Klaas and EA Toepke will be setting up virtual introduction meetings to begin to get her acquainted with the community.
- Anna has been invited to this meeting, on September 9<sup>th</sup>, to do a quick introduction to the Port Commission.
- ED Klaas attended a RARE pre-service meeting, then ED Klaas & EA Toepke joined the RARE Supervisor Orientation, both virtual of course!

### **General**

- In the Port’s Industrial Area, EA Toepke worked with Landscapers to identify which irrigation controller’s water where & ensure that all are functioning properly, discussed possible areas that may need replanting/landscaping next year, and contacted companies with weed control

issues on Crates Way. On the same subject, Google finished their landscaping face lift on Steelhead Way and maintenance of the Riverfront Trail continues.

- EA Toepke attended the NW Economic Development Course online - 3 sessions over 3 days, and also the SDAO Public Meetings/Board of Directors and Management Webinar.
- The Port agreed to terminate BPA's Lease Agreement for parcel 2N 13E 21 C200 for a 2<sup>nd</sup> time due to the COVID-19 Pandemic. BPA will not be able to use the lease parcel during the re-established lease term from September through October 2020. BPA field workers have been exposed to COVID-19 during recent work operations, prompting BPA leadership to halt nearly all construction activities that were restarted in June 2020. BPA will be in contact with The Port again when a safe working environment can be re-established, they are hoping by next Spring – in order to resume the final phase of construction in late April and early May of 2021

## PORT OF THE DALLES AGENDA ITEM

Meeting Date: September 9, 2020

Subject: **I-2.) COMMITTEE REPORTS**

➤ **Community Outreach Team:** Commissioner Weast & Executive Director Klaas

➤ **Wasco County Economic Development:** Commissioner Courtney

➤ **Urban Renewal:** Commissioner Coburn

➤ **Dufur:** Commissioner Wallace

➤ **Chamber of Commerce:** Commissioner Griffith