

PORT OF THE DALLES COMMISSION
Regular Session Meeting Minutes
Wednesday, September 9, 2026, 3:00 p.m.
Port Administrative Office
3636 Klindt Drive, The Dalles, Oregon

CALL TO ORDER The Regular Session Meeting of the Port Commissioners was called to order by Commission President Coburn at 3:00 p.m.

ROLL CALL Executive Assistant Toepke

- COMMISSION Staci Coburn, President; Greg Weast, Vice-President; Jill Amery, Treasurer; John Willer, Secretary; Ed DeVlaeminck, Assistant Secretary-Treasurer
- STAFF Andrea Klaas, Executive Director; Jennifer Toepke, Executive Assistant/Bookkeeper
- LEGAL Bill Dick, Attorney, Dick, Dick & Corey, LLP
- GUESTS Matthew Klebes, City Manager, City of The Dalles; Jacob Anderson, Economic Development Officer, City of The Dalles

PLEDGE OF ALLEGIANCE Commissioner Coburn

AGENDA CORRECTIONS OR ADDITIONS None

PUBLIC COMMENT OR QUESTION None

PRESENTATIONS OR COMMUNITY PARTNER UPDATES None

DISCUSSION ITEMS None

CONSENT ITEMS Motion to accept as presented: M/G. Weast, S/J. Willer, Motion passed unanimously. Voted Yes: S. Coburn, G. Weast, J. Amery, J. Willer, E. DeVlaeminck Voted No: None; Abstained: None

1. August 12, 2026, Regular Session Meeting Minutes Executive Assistant Toepke
2. Board of Commissioners Annual Report FY2026 Executive Director Klaas

ACTION ITEMS

1. Wasco County Economic Development Commission 3-year Term Appointment Executive Director Klaas Motion to appoint Executive Assistant Toepke to represent POTD on the Wasco County EDC for another 3-year Term: M/G. Weast, S/E. DeVlaeminck, Motion passed unanimously. Voted Yes: S. Coburn, G. Weast, J. Amery, J. Willer, E. DeVlaeminck Voted No: None; Abstained: None

REPORTS

1. Director's Report Executive Director Klaas Stands as included in meeting packet, plus: Nothing has been received (follow up from August's meeting) from The Dalles Yacht Club concerning the fueling; the Facility Condition Assessment Report is finished for The Dalles Marina, a second study (wind analysis) is now underway; Executive Director Klaas referenced the State of Oregon's 5th (Q3) economic and revenue forecast for 2027-2029 and the 2026 State Occupational Licensing Index.
2. Financial Report: August 2026 Bookkeeper Toepke Stands as included in meeting packet, plus Executive Director Klaas added that after Bookkeeper Toepke did some research, the final decision was taken to do an Audit Report for FY 2025-2026, not an Agreed Upon Procedures (AUP) Report, as previously reported at August's meeting.
3. The Dalles Community Outreach Team Executive Director Klaas The travel team is Commissioners Weast & Coburn, City of The Dalles City Manager Klebes, Wasco County Commissioner Justesen, and Executive Director Klaas. The team represents the community and has partnered with CFM Advocates to bring projects in Wasco County forward. Historically meetings have been with the legislators, this time there are different agencies added in as well – the schedule will be busy. Some of the projects on the list are Ag Workforce, Wheat, Forest Collaborative and Wildfire Resilience – specifically the Grasshopper Fire. The Port will talk about the boat launch ramp as part of Wasco County's Emergency Operation Plan.

4. Columbia Gateway Urban Renewal Agency Board Commissioner Amery *No meeting, no report.*
5. Wasco County Economic Development Commission Executive Assistant Toepke *No meeting, no report.*

COMMISSION CALL None

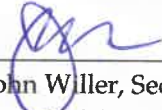
ADJOURN There being no further business to come before the Port Commission, *the meeting adjourned at 3:17 p.m.*

PORT OF THE DALLES:



Staci Coburn, President
Board of Commissioners

ATTEST:



John Willer, Secretary
Board of Commissioners

DATE APPROVED: October 14, 2026

Prepared by: Executive Assistant Toepke