Board Members: Chairman, Joel Peterson - Port of Morrow, Vice Chair, John Shafer - Umatilla County, JD Tovey - CTUIR, Jeff Wenholz - Morrow County, Robert Blanc - Port of Umatilla

Alternate Board Members: Lisa Mittelsdorf - Port of Morrow, Dan Dorran - Umatilla County, Kat Brigham - CTUIR, David Sykes - Morrow County, Jerry Simpson - Port of Umatilla

Staff: Emily Collins, Interim Executive Director

Board Meeting Minutes

Tuesday, March 31, 2026
Time 1:00 pm
Location of Meeting: Port of Morrow
2 E Marine Drive, Boardman, OR 97818

1. CALL TO ORDER AND INTRODUCTIONS at 1:08
Joel Peterson, Jeff Wenholz, John Shafer, JD Tovey, Bob Blanc, Lisa Mittelsdorf, Dan Dorran, Jerry Simpson, Berit Thorson, Terry Murry, Umatilla County Counsel, Aaron Palmquist, Byron Smith, Elizabeth Howard, Brian Lemke, Andy Lindsey, Doug Olsen, iPhone7, JD Tovey, Bob Waldher, Ryan Degroft, Ty Lord, Michelle Lanigan

2. PUBLIC COMMENT PERIOD (3 Minutes Per Speaker)

3. CONSENT AGENDA

A. February 24, 2026, Meeting Minutes
B. March 20, 2026, Special Meeting Minutes
C. BEO February Statement
D. QuickBooks February 2026

Mr. Wenholz asked to move QuickBooks February 2026 out of the consent agenda.

Mr. Wenholz moved to approve the consent agenda. Mr. Tovey abstained from voting as he did not attend the Special Meeting. Second by Mr. Shafer. Motion carried.

Chair Peterson – Aye
Vice Chair Shafer – Aye
Mr. Wenholz – Aye
Mr. Blanc – Aye

Mr. Wenholz asked to remove his name from the QuickBooks Statement.

Vice Chair Shafer moved to approve the QuickBooks February Statement with the change of "Jeff Wenholz" to "Morrow County". Second by Mr. Wenholz. Motion carried unanimously.

Chair Peterson – Aye
Vice Chair Shafer – Aye
Mr. Wenholz – Aye
Mr. Blanc – Aye
Mr. Tovey – Aye

4. INFORMATIONAL REPORTS

A. Directors Update

1. Payroll

Ms. Collins stated that CDA is processing their own payroll. During the transition period, the Port of Morrow covered payroll costs for January and February, and they have invoiced the CDA accordingly.

2. BRAC Reinvestment Requirements

Ms. Mittelsdorf stated that the Port of Morrow is meeting with BRAC on April 21st in Washington DC. Mr. Blanc requested for representatives from Port of Umatilla to also attend the meeting. Mr. Dorran stated that he will also be in DC with Mr. Waldher from Umatilla County that day and would like to attend the meeting. Ms. Mittelsdorf suggested having Ms. Collins attend the meeting. Mr. Tovey mentioned there is room in the travel budget.

Vice Chair Shafer moved to approve Ms. Collins to attend the meeting in DC. Second by Mr. Blanc.

Chair Peterson – Aye
Vice Chair Shafer – Aye
Mr. Wenholz – Aye
Mr. Blanc – Aye
Mr. Tovey – Aye

3. UEC Road Project Funding

Ms. Collins stated that the contract that was approved by this Board at the last CDA meeting has been signed by UEC. She said more conversation regarding this item is to follow in the work session.

4. Umatilla County Land Use & Master Plan

Ms. Collins shared that The Umatilla County Planning Department has approved the initial Property Line Adjustment application that has been under review for

the last few years. Most recently, the CDA surveyor completed final corrections, which have now been approved by the Planning Department.

The next step is to make payment for the application, which Ms. Collins will be doing this afternoon. The Master Plan has also been in progress for several years. With the assistance of the Umatilla County Planning Department, IRZ, and Anderson Perry, we are confident that the Master Plan will be ready for Board review at the next Board meeting.

5. Real Estate Agreements
Ms. Howard provided an update on this item.

5. WORK SESSION

A. Business Oregon Grant Opportunity
Mr. DeGrofft provided information on future grant opportunities.

B. Road Project

1. Change Order
2. ODOT Presentation

Ms. Owen from ODOT provided a presentation on future ODOT requirements.

Ms. Collins and Mr. Lord presented the change order request from Tapani. The board requested Ms. Collins to have Ms. Howard review the change order prior to taking action on it.

Ms. Collins and Mr. Lord presented an addition to the road project that would allow us to spend the entire $5,000,000 allocated to UEC for CDA road development.

Vice Chair Shafer made a motion to accept the proposal as presented by IRZ. Second by Mr. Blanc. Motion carried unanimously.

Chair Peterson – Aye
Vice Chair Shafer – Aye
Mr. Wenholz – Aye
Mr. Blanc – Aye
Mr. Tovey – Aye

Vice Chair Shafer moved to amend the agreement with UEC to include the additional road project. Mr. Wenholz recused himself from voting on this item

and announced a potential conflict of interest as he is a board member for Umatilla Electric Cooperative. Second by Chair Peterson. Motion carried.

Chair Peterson – Aye
Vice Chair Shafer – Aye
Mr. Wenholz – Recusal
Mr. Blanc – Aye
Mr. Tovey – Aye

Mr. Blanc moved to authorize Ms. Collins to sign any necessary contract amendments with Tapani, IRZ, and Anderson Perry. Second by Vice Chair Shafer. Motion carried unanimously.

Chair Peterson – Aye
Vice Chair Shafer – Aye
Mr. Wenholz – Aye
Mr. Blanc – Aye
Mr. Tovey – Aye

C. Property

1. CDA Personal Property

Vice Chair Shafer asked Ms. Collins to move forward with the auction and use the proceeds to cover operations.

Ms. Mittelsdorf and Ms. Howard noted that there are items located on the property that were previously stated to go to the Port of Morrow. Ms. Mittelsdorf will be looking into this and sending Ms. Collins what she finds.

2. Entrance Gate

Chair Peterson requested having the entrance gate locked at night and open during the day.

D. Annual Budget

Ms. Collins explained that CDA does not have to follow Oregon Budget Law.

Chair Peterson requested the CDA to move forward with preparing a budget without a budget committee.

Mr. Tovey requested Ms. Collins present a draft 2026-2027 budget for review at the next meeting.

Mr. Blanc requested to see all payments from board members from February 2024-April 2026.

E. Other

6. FOR THE GOOD OF THE ORDER

7. EXECUTIVE SESSION

Chair Peterson amended the agenda to include Employee Repayment Agreement as an executive session item.

Ms. Collins read the following statement and the board moved into executive session.

The CDA may hold an executive session meeting for the permissible reason(s) stated below under ORS 192.660(2). Representatives of the news media and designated staff and other persons shall be allowed to attend the executive session. All other members of the audience will be asked to leave the room or the CDA board may adjourn to another meeting room.

Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision will be made in this executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.

ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection.

ORS 192.660(2)(h) To consult with legal counsel regarding the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Chair Peterson postponed the executive session and ended the meeting due to technical difficulties. No decision was made during executive session.

8. ADJOURN

Documents Discussed
February 24, 2026, Meeting Minutes
March 20, 2026, Special Meeting Minutes
BEO February Statement

Columbia Development Authority

QuickBooks February 2026
Change Order