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

Board Member Alternates: Robert Blanc, Port of Umatilla, Dan Dorran, Umatilla County, Gary Burke, CTUIR, David Sykes, Morrow County, Lisa Mittelsdorf, Port of Morrow

Staff: Greg Smith, CDA Director, and Emily Collins, Project Coordinator

Board Meeting Agenda

Tuesday, October 28, 2025
Time 1 pm
Location of Meeting: Port of Morrow
2 E Marine Drive, Boardman, OR 97818

1. CALL TO ORDER AND INTRODUCTIONS

2. PUBLIC COMMENT PERIOD (3 Minutes Per Speaker)

3. CONSENT AGENDA

A. September 30, 2025, Board Meeting Minutes
B. BEO June, July, August & September Statements
C. CDA QuickBooks June, July, August & September

4. WORK SESSION

A. 2023 Audit Report Approval

5. INFORMATIONAL REPORTS

A. Director's Update
1. Road Project Update
2. Umatilla County Litigation Update
3. Irrigon Rural Fire Protection District Litigation Update
4. Cleaver Farms Lease Renewal
5. CDA Office Update
6. Igloo Rental Update
7. Industry Visit

6. RETURN TO WORK SESSION

A. Fiscal Agent

B. BEO Bank Account Signers
    1. Resolution
    2. Email to OGEC
C. Policies & Procedures (Click here to view the current CDA Policies & Procedures)
    1. Travel, Meals & Business Entertainment Policy
    2. Credit Card Policy
    3. Public Records Request Policy
    4. Misconduct Reporting Policy
    5. Board Conflict of Interest Signature Statement
        1. Conflict of Interest Policy
        2. Minutes Approving Conflict of Interest Policy
    6. Media Policy
D. Fiscal Year 25-26 Budget Approval
E. City of Irrigon Test Well Request
F. Employee Handbook

7. FOR THE GOOD OF THE ORDER

8. EXECUTIVE SESSION

A. Consultation with Legal Counsel

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.

A. For the Purpose of Consultation with Counsel Concerning the Legal Rights and Duties of a Public Body with Regard to Current Litigation or Litigation Likely to be Filed – ORS 192.660 (2)(h).

9. ADJOURN

Columbia Development Authority

Join Zoom Meeting
https://us02web.zoom.us/j/82712869486?pwd=In8NXmPbuU8Kx6gF3pbaaybfdTpiBI.1
Meeting ID: 827 1286 9486
Passcode: 751633
One tap mobile
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+16694449171,,82712869486#,,,,*751633# US