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, May 26, 2026
Time 1:00 pm
Location of Meeting: Port of Morrow
2 E Marine Drive, Boardman, OR 97818

1. CALL TO ORDER AND INTRODUCTIONS
Joel Peterson, Bob Blanc, Jeff Wenholz, JD Tovey, John Shafer, Jerry Simpson, Emily Collins, Fred Ziari, Ty Lord, Bob Waldher, David Sykes, Andy Lindsey, Aaron Palmquist, Doug Olsen, Elizabeth Howard, Adam Smith, Patrick Cleary, Tamra Mabbott, George Cress, Lisa Mittelsdorf, Nic Kotz, Ryan DeGrofft

2. PUBLIC COMMENT PERIOD (3 Minutes Per Speaker)

3. CONSENT AGENDA
A. April 28, 2026, Meeting Minutes
B. BEO March Statement
C. QuickBooks April 2026

Mr. Wenhoz moved to approve the consent agenda with the correction of Doug Olsen's name in the minutes. Seconded by Mr. Blanc. Motion Carries.

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

4. INFORMATIONAL REPORTS
A. Directors Update
1. 2024-2025 Audit
Ms. Collins reported that the 2024-2025 audit is underway and she anticipates having something to present at the next meeting.

2. Property Line Adjustment
Ms. Collins reported that the property line adjustment has been completed and the deeds have been recorded with Umatilla County. This item being completed allows for the transfer of property to Cleaver Farms to move forward as well as the submission of the Master Plan application and second

Lot Line Adjustment.

Mr. Blanc asked if there is a timeline for the property transfer.

Ms. Howard said not yet, but they are getting close. The next step is finalizing the Purchase and Sale Agreements with each partner receiving property. In the time between signing the Purchase and Sale Agreements and when the transfer of property closes there are a few additional land use items that will have to be completed. As part of the land use requirements, we are currently working to complete the second round of property line adjustments.

Chair Peterson asked if all Purchase and Sale Agreements have to be processed at the same time.

Ms. Howard stated that the Purchase and Sale Agreements can be signed at different times. The Morrow County side will also need a Property Line Adjustment before the transfer of the property can take place, but they can finalize and sign the Purchase and Sale agreement before that is completed.

3. Programmatic Agreement

   Ms. Collins reported that she is working with the CDA surveyor to put together a legal description for the boundary of Coyote Coulee. This is the last item needed to complete the Programmatic Agreement.

   Ms. Mittelsdorf asked if complete means finalized and no revisiting it.

   Ms. Collins said there are still other requirements CDA will have to follow, however the Programmatic Agreement will be closed.

4. Member Invoices

   Ms. Collins said Port of Morrow and Umatilla County have paid their member contribution invoices and CTUIR, Port of Umatilla, and Morrow County still have a balance.

   Mr. Blanc said they will be sending their final payment shortly.

   Mr. Tovey said CTUIR will also be sending their payment any day now.

   Ms. Collins said members that need a reimbursement from the CDA will receive those as soon as all member contributions are paid.

5. Road Project

   Ms. Collins said there is around $280,000 remaining in the ODOT grant. The Business Oregon Grant from UEC is still under review by the state. We are hoping to receive a draft contract from them shortly.

Mr. Lord provided a construction update.

6. Other
   Ms. Collins said she has started to attend monthly calls with OMD. The purpose of these calls is to provide updates on cleanup efforts on the entire property. This includes CDA land, OMD land, and the parcel of land not yet transferred to CDA.

5. WORK SESSION

A. Auction RFP

Ms. Collins stated IRZ helped put together the draft PRF. The draft RFP includes all items currently on the property and will have to be updated when the Port of Morrow sends over their final list of requested items.

Mr. Lord gave an overview of the RFP.

Mr. Blanc asked when we anticipate the RFP to go out.

Mr. Lord said as soon as we have the final list of items, we will get it sent out.

Mr. Wenholz moved to move forward with the Auction RFP. Second by Mr. Blanc. Motion carries unanimously.

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

B. Umatilla County MOA

Ms. Collins stated that Umatilla County Planning does not have a set fee in place to charge the CDA for the Master Plan application. To combat that, Umatilla County legal counsel put together this MOA as a payment agreement.

Mr. Waldher said this MOA would cover the fees for both the Land Division and the Master Plan. The initial fee of $1,000 includes the $750 fee for the Land Division application.

Chair Peterson asked why this is a CDA fee as it seems to be a Umatilla County action.

Mr. Waldher said it is on CDA property that CDA is the owner of.

Chair Peterson asked if the fee would be reimbursed by the road funding grant as part of building the road was planning and applying for permits.

Mr. Blanc suggested approving the MOA and then submitting a reimbursement request from ODOT.

Ms. Collins said she would submit a request and see what ODOT says.

Mr. Blanc moved to approve the Umatilla County MOA. Second by Mr. Tovey. Motion carries.

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

C. Annual Budget

1. 2026-2027 Draft Budget

Ms. Collins declared a conflict of interest as the budget contains her salary.

Chair Peterson said he did not think that is an actual conflict.

Mr. Tovey said the budget looked standard to him.

Mr. Tovey moved to approve the budget for the 2026-2027 fiscal year. Second by Mr. Blanc. Motion carries unanimously.

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

D. Utility Planning Session

Ms. Collins said she met with Business Oregon to discuss grants for utility planning. She stated that CDA will no longer qualify for their programs and instead each land owner individually will have to apply. Collaboration is still possible, but they will have to send the funding directly to the applicants and not the CDA.

Mr. DeGrofft said there would need to be planning in place prior to receiving a grant from Business Oregon if we were looking to use it for construction.

Chair Peterson asked what the CDA's role would be then.

Columbia Development Authority

Ms. Collins said CDA could manage the collaboration between the partners.

Mr. Tovey said there is still some time before this will apply. He asked if there was a timeline with Business Oregon.

Mr. DeGrofft said there is a grant coming this summer that might be a good fit for the property.

Mr. Blanc asked if CDA would operate the grant.

Mr. DeGrofft said whoever would own the property the grant project is taking place on would be the applicant.

Ms. Collins asked if this is something the Board would like to continue to have on the agenda for future discussions.

Chair Peterson said yes.

E. Real Estate Agreements
Ms. Howard requested to move this item to executive session.

F. Other

6. FOR THE GOOD OF THE ORDER

7. EXECUTIVE SESSION

A. Real Estate Agreements
B. Potential Litigation
C. Fire District Litigation
D. Employee Agreement

Chair Peterson read the following statement opening 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.

ORS 192.660(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Chair Peterson moved the meeting back into open session. No decision was made during executive session.

Ms. Collins suggested making a motion to declare when and where the CDA Board Meetings will be held for the next fiscal year.

Mr. Blanc moved to establish the fourth Tuesday of every month as the monthly meeting date unless otherwise agreed to. Second by Mr. Peterson. Motion carries unanimously.

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

8. ADJOURN

Documents discussed:
April 28, 2026, Meeting Minutes
BEO March Statement
QuickBooks April 2026
Auction RFP
Umatilla County MOA
2026-2027 Draft Budget
Business Oregon Planning Dollars
Programmatic Agreement