

**MINUTES**  
**PORT OF SIUSLAW COMMISSION**  
**MEETING**  
Wednesday, May 17, 2006

President Scott called the Regular Meeting of the Port of Siuslaw Board of Commissioners to order at 7:05 p.m. in the Port office conference room located at 1499 Bay Street, Florence, Lane County, Oregon.

**ATTENDANCE:** Commission: Commissioner John Scott (Scott), Commissioner Joshua Greene (Greene), Commissioner Lynnette Wikstrom (Wikstrom). Staff: Port Manager Tom Kartrude (Kartrude), Recording Secretary Teresa Weaver (Weaver).

**MINUTES:** On the **MOTION** made by Greene, seconded by Wikstrom, the Board unanimously voted to approve the Minutes of the meeting held on April 19, 2006, as mailed.

**REMARKS FROM CITIZENS/GROUPS:** Wes Justa addressed the Board on his concern about the lack of boats in the marina, if anyone was supporting the fishermen and the closing of the dock below ICM and Mo's.

**FINANCIAL REVIEW & PAYMENT OF BILLS:** Kartrude reported that April operations resulted in a loss of \$9,678, but it was an improvement over the same period last year. The Port's cash position on April 30<sup>th</sup> was still a comfortable \$325,879. **MOTION: On the Motion made by Wikstrom, seconded by Greene, the Board unanimously approved payment of bills presented in the amount of \$21,965.63.**

**NEW BUSINESS:** 2006 Needs & Issues Inventory. Kartrude reported that LCOG is funding the Needs & Issues process, but project lists need to be narrowed down to five. The criteria is going to be a little different than in the past. They are looking for projects that are ready by December 30, 2006. Preference will be given to projects that have match already funded. There was a quick review of the project list. Kartrude will format the Port's projects into LEC form and see which ones rise to the top. The prioritization of these projects will be an agenda item at the June Commission meeting.

Concessionaire Policy Amendment. **MOTION: On the Motion made by Greene, seconded by Wikstrom, the Board voted unanimously to amend the Port of Siuslaw Concessionaire Policy removing "Anchor Park" from the available locations and adding Hot Rod Happenin' to authorized community festivals effective May 17, 2006.**

Waiver of Concessionaire Fee. Kartrude reported that the Florence Police Auxiliary unit has applied for a location on Port property during the Rhody Festival to operate a lost child/information booth and on the 4<sup>th</sup> of July to sell hot dogs as a fundraiser for their volunteer unit. He requested Port Commission approval to waive fees for these two applications. **MOTION: On the Motion made by Wikstrom, seconded by Greene, the Board voted to unanimously to authorize waiver of fees for the Florence Police Auxiliary Unit during the Rhododendron Festival and the 4<sup>th</sup> of July festival.**

Resolution No. 5-17-06. Kartrude reported that the Siuslaw Valley Fire and Rescue District has developed and adopted a Disaster Plan to organize and guide the agency's response to major emergency situations. The City of Florence is in the process of adopting the same plan. Kartrude recommends the Port also adopt this plan as effectively implementing the Disaster Plan will likely require cooperative efforts amongst all local governments. This plan designates a position for Port staff in the Planning Section of the Emergency Operations Center. It is also necessary to have an adopted plan when applying for grant funds that relate to emergency

preparedness and recovery. **MOTION: On the Motion made by Greene, seconded by Wikstrom, the Board voted unanimously to adopt Resolution No. 5-17-06, A Resolution Adopting the Siuslaw Valley Fire and Rescue Disaster Plan.** Said resolution is attached and made a part of these Minutes.

Other Items by Commission. Scott proposed that the Board recognize longevity in employment by granting an extra week of vacation per year to those who have 20+ years in for a total of 5 weeks of vacation per year. It would mean a change to the personnel policy by resolution which can be an agenda item for the July meeting. Scott suggested, and the Board agreed, to set interviews of applicants for the vacancy on the Commission for June 7<sup>th</sup> beginning at 6:00 p.m.

**REPORTS: Manager.** Kartrude reported that the ConnectOregon process is continuing and that the Port of Siuslaw's project ranked within the \$15 million mark for Region 2. The Corps' survey boat was in the river yesterday and they took USCG Siuslaw Station personnel with them while doing soundings on the entrance. They found there is plenty of water on the bar and that the reason the Coast Guard depth readings showed shallow water is the difference in sounding equipment they use. Kartrude reported that all but one port staff has completed Oregon Q training. Upcoming meetings include a Port workshop on June 7<sup>th</sup> at noon, City of Florence preparedness program at City Hall on June 8<sup>th</sup>, and Port Budget Hearing on June 21<sup>st</sup>. Commission. Greene reported on DURAC (Downtown Urban Renewal Advisory Committee). At this point they are working to finish the document and planning for a joint workshop of the planning commission and city council on June 12<sup>th</sup>. This workshop is a precursor to presenting the plan to the public at large. The Siuslaw Public Library has some issues with an Urban Renewal District and the committee is working on that. They are also trying to resolve Ambulance District concerns. They have been investigating what kind of financing tools, are available to an urban renewal agency. Urban renewal is really an effort that is being put out to upgrade the oldest part of Florence which needs the most amount of money, is the least attractive to develop, yet has the highest value. That is the crux of the problem. The DURAC has been at this for over a year. Wikstrom stated that a lot of people don't understand urban renewal and it took the committee a long time to get it all together. She added that it is definitely a lot of information to get out. The City Council will have to decide the make up of the agency simultaneously with the adoption of the plan. The public forum is planned for the later part of June.

**ADJOURNMENT:** There being no further business to come before the Board, President Scott adjourned the meeting at 7:53 p.m.

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President

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Secretary