

MINUTES
PORT OF SIUSLAW COMMISSION
SPECIAL MEETING
 Thursday, March 1, 2007

LW
 PC

President Greene called the Special Meeting of the Port of Siuslaw Board of Commissioners to order at 3:12 p.m. in the Port office conference room located at 1499 Bay Street, Florence, Lane County, Oregon.

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

PURPOSE: The purpose of the meeting is to discuss selection of a consultant to perform the Strategic Business Plan. Proposals were submitted by Shorebank Pacific, CIDA, Johnson Gardner LLC, and Mitchell Nelson. Interviews of the submitters were conducted prior to this special meeting. Greene stated he keeps going back to the Shorebank Pacific proposal. There was a brief discussion on all the proposals. Casazza stated that he thought Shorebank "hit the ball out of the park" with their opening statement, but doesn't have the sophistication of Mitchell Nelson. Scott stated he felt the same way. Kartrude reminded the Commission that it is important to keep in mind that the plan needs to fit the OECDD strategic business plan template in order to qualify for grant reimbursement. Casazza stated that the idea is to get a plan not whether the Port gets all of the grant. There was a discussion on the template and deliverables by plan. Kartrude said the Commission needed to rank the proposals. The first ranking placed Shorebank and Mitchell Nelson tied, with Johnson Gardner as third and CIDA as fourth. A phone call was placed to Adam Zimmerman of Shorebank to ask a few questions regarding charrettes and consensus building. The Commission then ranked the proposals as: 1) Shorebank Pacific, 2) Mitchell Nelson, 3) Johnson Gardner and 4) CIDA. **MOTION: Casazza made a Motion, seconded by Scott, to select Shorebank Pacific to work with the Port on establishing the next iteration of the Port's strategic plan.** Discussion: Greene wanted to add that the ranking of the proposals after Shorebank is 2) Mitchell Nelson, 3) Johnson Gardner and 4) CIDA. **On Call for the Question, Motion carried unanimously.**

ADJOURNMENT: On the Motion made Scott, seconded by Casazza, the Board unanimously voted for adjournment. President Greene then adjourned the meeting at 4:20 pm.

 President

 Secretary