

MINUTES

PORT OF SIUSLAW COMMISSION MEETING

Wednesday, 21 May 2014, 7:00pm

Port Office, 100 Harbor St, Florence OR 97439

ATTENDANCE:

Commission: Commissioner Ron Caputo (Caputo), Commissioner Nancy Rickard (Rickard), Commissioner Jay Cable (Cable), Commissioner Bill Fleenor (Fleenor); Commissioner Terry Duman (Duman), Staff: Port Manager Robert Forsythe (Forsythe); Recording Secretary Dina McClure (McClure); Audience: David Huntington, Matt Wagner, Bianca & Rope Demers, Harlan Springer, Gary Thorsen, Jay Nefcy
USCG: Senior Chief Petty Officer James Greenleaf, Operations Petty Officer Alan Veatch;
USCG Auxiliary Flotilla 52 Members: Tony Rebello, Brad Hopper, Norm Huffman, Jonathan Yoder; Media: Alan Campbell, Jack Davis

Commission President Caputo called the meeting to order at 7:00pm.

PRESENTATION

The USCG Auxiliary presented the Port Manager with the following certificates:

- For outstanding cooperation and assistance in furthering the purposes and principles of the USCG Auxiliary
- Statement of Support for the Guard and Reserve
- Proclamation Commemorating 2014 to be a Safe Boating Season

APPROVAL OF MINUTES: On the Motion, made by Cable and seconded by Rickard, the board voted unanimously to approve the Minutes from the Regular Meeting on 16 April 2014.

Remarks from Citizens:

- Gary Thorsen said the Port has put a road in the tidelands and he has filed a complaint with the Department of State Lands.
- Bianca Demers asked for a list of properties the Port has for sale, and a list of any properties that have been sold since the new board has been in place.
- Rope Demers told the board to make sure they were following Oregon State Marine Board rules when changing the criteria for commercial moorage. Demers requested a copy of the Port's Strategic Business Plan.
- Harlan Springer asked what the Port is doing to establish high priority status with the Corps of Engineers to get funds allocated to small draft ports from the Harbor Maintenance Trust Fund. Springer said the Cape Foulweather is a great tourist attraction and he hopes she stays in the marina permanently.
- Bianca Demers said the Port should comply with Oregon State Marine Board rules when defining a commercial slip renter.

FINANCIALS: On the Motion, Made by Fleenor and seconded by Cable, the board voted unanimously to Ratify Bills paid in the amount of \$80,178.84.

OLD BUSINESS

1. **Discuss Proposed Criteria for Commercial Moorage:** Fleenor said they had discussed the difference between an active and an inactive commercial vessel at last month's meeting. Caputo said if the board approves new compliance rules and a vessel status changes from commercial to recreational rates, the rate increase should be spread out over time. Cable suggested existing commercial vessels in the marina should be exempt from new rules since they are following current rules. Duman said he may have a potential conflict of interest since he has a commercial vessel in the marina. It was agreed he could be included in the discussion. Rickard asked how other ports handle commercial status. Duman said Newport gives commercial status to those who ask for it without having to provide documentation. Fleenor said the exempt inactive vessels that pay lower rates could have a financial impact on revenues that could be collected with higher paying rates. Duman said only a small percentage of commercial vessels are inactive and the active commercial vessels bring dollars into the local economy. There was discussion regarding exempt vessels and it was decided that if an exempt vessel transfers ownership or terminates their contract, their exempt status will end. Fleenor said there should be documentation of which vessels are to be exempt when the resolution comes before the board for approval at the June meeting.

NEW BUSINESS

1. **Resolution 052114A Adopt an Intra-fund Transfer to Re-appropriate Funds:** **On the Motion, made by Cable and seconded by Fleenor, the board voted unanimously to approve Resolution 052114A.**
2. **Resolution 052114B Consolidating all of the Rates and Fees into one Document:** **Fleenor made a Motion to approve Resolution 052314B with comment. Cable seconded.** Fleenor said it should be documented that some of the moorage rates include water and electric. **The board voted unanimously to approve Resolution 052114B.**
3. **Resolution 052114C To Revise Moorage, Storage, and Dump Station Rates**
 - 3a. **Receive Public Comment:** **Caputo opened the Public Hearing.** David Huntington said he thought the commercial rates increased 20% last year. Fleenor stressed the importance of proposing a small increase in an annual rate review so rates don't experience a huge increase after years of no adjustment. The option of having seasonal rates was discussed. Revising the recreational rates to be competitive with neighboring marinas was discussed. Duman suggested adding a semi-annual recreational rate based on the lower annual recreational rate. Fleenor suggested having discounted rates during the off season but not during the peak season. Adding PUD meters for Liveaboards was discussed but it was decided it might be too expensive to have them installed. The board decided to revisit the rate schedule in a few months. **Caputo closed the Public Hearing.**

3b. Take Action on Resolution 052114C: Rickard moved to approve Resolution 052114C To Revise Moorage, Storage, and Dump Station Rates. Cable seconded. Duman requested the Motion be amended to add semi-annual recreational moorage rates, pricing the rates ½ of the new annual recreational rates. Fleenor seconded. Rickard and Cable agreed to the amendment and the board voted unanimously to approve Resolution 052114C as amended.

4. **Adopt SDIS Joinder of Trust Agreement:** Caputo said the port attorney had reviewed this document for other districts and didn't see any issues of concern. Caputo added the board should be aware of the Duties and Obligations listed on page 10, item 5.10. Cable expressed concern with the amount of authority it gives SDIS. Forsythe agreed and said the board needs to remain vigilant. Fleenor said the Port takes on additional risk since the membership includes other districts. **On the Motion, made by Fleenor, and seconded by Cable, the board voted unanimously to adopt the SDIS Joinder of Trust Agreement.**

REPORTS

Forsythe mentioned the following projects:

- Working with the City on a property vacation and with STEP on a Fish Cleaning Station Grant
- Partially enclosing the gazebo and addressing invasive weeds on property
- Installing security cameras near west marina
- Getting bids for restriping parking lots and resurfacing the 1499 parking lot. Cable asked for striping at the boat launch
- Looking into installing new restrooms in the campground next year
- Installing a new RV dump station kiosk that will have a locking cap. It will accept credit/debit cards and have a keypad for guest codes. Duman said there should be no fee for this service.

Duman asked for weekly staff meeting notes to be sent to the board.

Caputo said he attended the Florence Urban Renewal Agency meeting.

Rickard said she, Fleenor, Caputo and McClure attended the SDAO training in Toledo.

Duman said he had checked out the SDAO training DVD's from the office.

McClure said there would be a presentation from the Siuslaw Watershed Council at the June meeting and a presentation from the Surfrider Foundation at the July meeting.

President Caputo adjourned the meeting at 8:32pm to enter into Executive Session per ORS 192.220(2)(e).

President