

MINUTES

PORT OF SIUSLAW COMMISSION MEETING

Wednesday, 15 April 2015, 7:00pm

Port Office, 100 Harbor St, Florence OR 97439

ATTENDANCE:

Commission: Commissioner Ron Caputo (Caputo), Commissioner Nancy Rickard (Rickard), Commissioner Terry Duman (Duman),

Absent: Commissioner Jay Cable (Cable); Commissioner Bill Fleenor (resigned 3/27/15)

Staff: Port Manager Robert Forsythe (Forsythe); Recording Secretary Dina McClure (McClure);

Media: Alan Campbell/Campbell Productions, Jack Davis/Siuslaw News

Commission President Caputo called the meeting to order at 7:00pm and noted Commissioner Fleenor had resigned and Commissioner Cable was absent.

APPROVAL OF THE AGENDA: There were no changes to the agenda.

APPROVAL OF MINUTES: On the Motion, made by Rickard, and seconded by Duman, the three board members present voted to approve the Minutes from the Regular Meeting on 18 March 2015.

REMARKS: Joe Holsonback reminded the board the original intent for the December Member program was for them to get their specific site each year. Holsonback said he compared the Ports proposed rate increase to other campground and moorage rates on the central coast and distributed a list. After a review of the comparisons, Holsonback said he did not see justification in raising the rates. There was discussion between Duman and Holsonback regarding the rates and where the December Members live.

FINANCIALS: On the Motion, made by Rickard, and seconded by Duman, the three board members present voted to ratify bills paid in the amount of \$78,019.35.

OLD BUSINESS

1. **Discuss Campground and Moorage Rate Increases:** Rickard said she sees the large amount of invoices the Port pays when she signs checks. Rickard said rates were not raised for several years, she is concerned about the Port's financial status, and supports the rate increase staff has proposed. Duman said everyone is paying more taxes so the Port is getting more tax money, and higher expenses is a result of increased occupancy. Duman said when private businesses run out of money they sell assets or reduce overhead. Duman said raising rates is going to drive customers away. Rickard said rates have not been changed in years. Duman said the Port is funded by tax payer money. Forsythe said the Port only receives \$220K tax money out of a \$1.6M budget. Caputo said rates need to be raised in order to pay for extra projects such as building additional restrooms in the campground. Rickard said upgrading the C Row to full service will generate additional income.

Forsythe said the C Row upgrade would cost \$50K and the return on investment would be 24 months. Forsythe said the board will have a better idea of the Port's financial picture after the Budget Committee meeting on 4 May. Duman commented on a letter McClure wrote about protecting tax payer's best interests and suggested tax payers vote on the rate increase. Rickard emphasized the importance of needing additional revenue for projects such as repairing F Dock and setting money aside for repairing the bulkhead. Duman said projects like building a new restroom do not come out of operational revenue and the board should look back to see how big projects were funded before. Forsythe said the Port is currently paying back loans for major repairs, dredging and development, and the board needs to make financial decisions that prevent the Port from having to take on more debt. McClure noted that staff has lowered some of the proposed increases from what was proposed at the last meeting and Resolutions will be presented next month.

2. Discuss Campground Reservation Policy Proposed Changes

- a. **Establish revised time period for advance reservations:** Forsythe said changing the two year advance reservation to nine months will generate reservation activity during the off season allowing staff to focus on customer service during the busy season. McClure said the change to nine months will not affect any existing reservations.
 - b. **Discuss separate account for unearned revenue deposits:** McClure said the nine month reservation policy would use pre-paid deposits sooner so no separate account is needed.
 - c. **Discuss future of December Members:** McClure suggested limiting the December Member's to the 36 existing members and allow them their one preferred site. McClure said membership would not be transferable and if they miss a season, their membership ends. McClure said the DM's take eight out of twelve sites on the waterfront. Upgrading the C Row would create additional full service waterfront sites for the general public and should be a priority project.
3. **Discuss Commissioner Position #4 Vacancy:** Caputo suggested appointing David Huntington to the vacancy. Forsythe said the appointment would fill the vacancy until 30 June 2015 and Huntington would need to be elected in May to serve the next term. **On the Motion, made by Rickard, and seconded by Duman, the board voted to appoint David Huntington to Position #4.** Huntington came forward, took the oath administered by McClure, and took a seat at the board table.

REPORTS

- Forsythe said he went to Salem to testify in favor of HB3104, which he and past Commissioner Fleenor wrote to revise ORS777 to give rural ports permission to partner with telecommunication companies on port property.
- Forsythe said Berkshire Hathaway was contracted to market the PVIP property.
- Forsythe said he, Mayor Henry, and Erin Reynolds met with Congressman DeFazio's Chief of Staff to discuss the relationship between the city and port.
- McClure confirmed the following committee assignments for the board:

- Caputo is assigned to Lane Council of Governments (LCOG), Lane Area Commission on Transportation (LACT), and Florence Urban Renewal Agency (FURA) but hasn't attended any meetings in the last month.
- Duman is assigned to Oregon Coastal Zone Management Assn (OCZMA) and has never attended a meeting.
- Rickard is assigned to the Siuslaw Watershed Council (SWC) and attends all of their meetings.

McClure said they would review and re-assign positions next month.

- Duman said it was his understanding the funding to build the boardwalk/grass area was contingent on economic development and asked what the status was. Forsythe said years ago a consultant was hired but no action was taken. Duman requested the topic be put on the agenda next month for discussion.
- Duman said a local person who goes clamming was told by staff he couldn't park at the east end of the campground. Duman asked if they could dedicate public parking to access clamming in that area. McClure said campground property is for paid guests. Rickard said they could pay \$2 to park in the Harbor lot and walk, park on the street, go to the park in Glenada, or go to the North Fork.
- Rickard thanked Bill Fleenor for his years of service as a Port Commissioner.
- Rickard said the last SWC meeting was informative on identifying fish and water quality/temperature. Next meeting is April 29 at the Bromley Room on salmon.
- Rickard said three members of the Surf Rider Foundation, who deal with different issues, would like to schedule presentations for future board meetings.

There being no further business to come before the board, President Caputo adjourned the meeting at 7:52pm.

President