

MINUTES

PORT OF SIUSLAW COMMISSION MEETING

Wednesday, 19 August 2015, 7:00pm

Port Office, 100 Harbor St, Florence OR 97439

Commissioners Attending: Ron Caputo, Terry Duman, Nancy Rickard, David Huntington, Mike Buckwald

Staff Attending: Robert Forsythe, Port Manager

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

APPROVAL OF THE AGENDA – Rickard requested discussion regarding the meeting minutes added to Old Business.

REMARKS FROM CITIZENS:

- (7:00:42) Vicki Stephens read a letter requesting the board to discontinue the December Member program stating it is unfair and discriminating.
- (7:07:13) Jeff Hale asked for parking to be available for those using the fish cleaning stations.
- (7:08:14) Joe Holsonback spoke in support of the December Member program.
- (7:10:00) Harlen Springer updated the board on the design for the triangle cement base the port is installing for future artwork at Mariners Plaza.

REMONSTRANCE FROM THE COMMISSION:

- (7:11:55) Caputo responded to Stephens, regarding the December Members and stated the board will soon reconsider an increase in Campground rates.

FINANCIALS: (7:16:48) Forsythe suggested a Consent Agenda for future meetings. On the **Motion**, made by Rickard, and seconded by Buckwald, the board voted unanimously to ratify bills paid in July in the amount of \$130,299.17.

OLD BUSINESS

1. **Resolution 8-19-15A Adopting a Supplemental budget and Appropriating Funds:** (7:18:07) On the **Motion**, made by Rickard, and seconded by Buckwald, the board voted unanimously to approve Resolution 8-19-15A Adopting a Supplemental budget and Appropriating Funds.

2. **Designate Alternate Representatives for 2015-16 Committee Assignments:**

(7:19:43)	<u>Assigned</u>	<u>Alternate</u>
• City of Florence Urban Renewal Agency	Caputo	Buckwald
• Lane Area Commission on Transportation	Caputo	Forsythe
• Lance Council of Governments	Rickard	Caputo
• Oregon Coastal Zone Management Assn	Duman	Huntington
• Siuslaw Watershed Council	Rickard	Huntington
• Oregon Economic Development Assn	Caputo	

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| • Pacific NW Waterways Assn | Caputo | Buckwald |
| • Oregon Public Ports Assn | Rickard | Huntington |
| • Florence Area Chamber of Commerce | Forsythe | Caputo |
| • Pacific Coast Congress | Forsythe | Duman |
| • Special Districts Assoc of Oregon | Forsythe | Caputo |

3. **Meeting Minutes:** (7:26:31) The board discussed having written minutes versus having the video recording of the meeting as permanent record. On the **Motion**, made by Rickard, and seconded by Huntington, the board voted unanimously for staff to provide written minutes with bullet points only in addition to the permanent record of the meeting's video recording.

NEW BUSINESS

1. **Resolution 8-19-15B Amending the Public Records Policy Adopted 21 January 2004:** (7:32:44) On the **Motion**, made by Rickard, and seconded by Buckwald, the board voted unanimously to approve Resolution 8-19-15B Amending the Public Records Policy Adopted 21 January 2004.
2. **Review 2015 SDIS Better and Best Practices Checklist:** (7:36:12) The board reviewed and approved the 2015 SDIS Better and Best Practices Checklist.
3. **Discuss Commission Duties and Goals:**

(7:37:48) Caputo assigned the following duties to the commissioners:

- Rickard is to be the representative to the City of Florence and attend meetings.
- Duman is to look for incentives to bring commercial fishing back.
- Buckwald is to oversee the financials and make sure the port is in compliance.
- Huntington is to find ways to attract more boats to the port marinas.
- Caputo is looking for grants to repair the bulkhead and build a 2nd restroom. Caputo will also oversee ordinance updates.

(7:40:20) Caputo asked the board for goals.

- Rickard said the board should reconsider a Campground rate increase.
- Caputo said the board should look for new funding sources.
- Caputo said if public funding is found for a new campground restroom, it will need to be open to the public and the port may charge a fee.

REPORTS (7:46:10)

Forsythe reported

- The sale of property is off.
- He's working with Pacific Landings to seek bidders for telecommunications.

Rickard reported

- She will attend the SDAO Regional Network meeting in Salem on 8/25.

Caputo reported

- He will attend the Oregon Coastal Caucus at Spirit Mountain Casino 8/26-27.

Duman suggested

- The board should schedule a work session to discuss the December Members.
- Staff should be present at board meetings in case questions arise.

Forsythe responded

- The board should read their packets and contact staff with questions prior to the board meeting.

President Caputo adjourned the meeting at 7:53pm.