

MINUTES

PORT OF SIUSLAW SPECIAL MEETING

Friday, 18 December 2015, 3:00pm

Port Office, 100 Harbor Street, Florence OR 97439

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

Staff Attending: Dina McClure

Purpose: To discuss Real Estate Agreements, Banking Services for 2016-18, and extend Interim Port Manager Contract

Commission President Caputo called the meeting to order at 3:00pm.

- **Discuss Agreement Conditions for the Wilbur property:** There was discussion to extend the Close of Escrow date (on the Earnest Money Agreement) to June 30, 2016 in order to:
 - Allow more time to inquire about a Phase I Environmental Site Assessment (ESA),
 - Talk to OSMB and ODFW regarding future plans for the property,
 - Consider Addendum 1 that addresses the Seller to sublease or partition the land under the billboard.

There was discussion about how the port is going to pay for the down payment of \$50K:

- The port would pay \$3K down, the Wilbur's would credit the pre-paid lease money (approx \$18K) to the down payment, and the balance would come from a pending property sale.

There was continued discussion about the Phase I ESA leading to a Phase II ESA. The port needs to pursue the Phase I ESA in order to do "due diligence" in purchasing property with an industrial history. It was agreed for Caputo and McClure to continue negotiations with the Wilbur's the following week.

- **Discuss Agreement Conditions for Berkshire Hathaway:** (3:17:30) The board was informed that Del Phelps, a broker with Berkshire Hathaway, has a listing contract on file with the port for the Pacific View Industrial Park property (expires 3/31/16) and that Phelps had a verbal agreement with the previous manager to be a "Real Estate Agent of Record" for additional surplus properties which, if the board agrees, should be put in writing. There was discussion between the board and Phelps, who was in the audience. On the **Motion**, made by Commissioner Duman, and seconded by Commissioner Huntington, the board voted unanimously to honor Berkshire Hathaway's listing contract for the Pacific View Industrial Park property only (no other properties) until March 31, 2016.
- **Receive Recommendation for 2016-18 Banking Services:** (3:37:35) The board was informed that Banner Bank, Oregon Pacific Bank, and U.S. Bank responded to

the RFP. All proposals were competitive for what the port requires for general banking services. There was discussion about staying with Banner Bank, the possibility of changing banks, and getting advice from Commissioner Buckwald. On the **Motion**, made by Commissioner Duman, and seconded by Commissioner Rickard, the board voted unanimously to postpone the decision to appoint 2016-18 Banking Services until the January meeting.

- **Extend Interim Port Manager Contract to January 31, 2016:** (3:45:45) On the **Motion**, made by Commissioner Rickard, and seconded by Commissioner Huntington, the board voted unanimously to extend McClure's contract to February 1, 2016.

McClure requested additional discussion not on the agenda:

- **Request from Vintage Blue Warehouse Estate Sale to Sub-Lease Section of Building:** (3:47:45) Following the review of the current contract, the board discussed the request. On the **Motion**, made by Commissioner Huntington, and seconded by Commissioner Duman, the board voted unanimously to not allow a sub-lease.
- **Sending a representative to the PNWA Mission to Washington DC:** It was decided to not send a representative to the upcoming conference.
- **Glass Ball Give-Away:** Commissioner Duman asked McClure to contact the Florence Chamber to ask merchants to re-instate this popular program.

Commission President Caputo adjourned the meeting at 4:05pm.