

MINUTES
PORT OF SIUSLAW COMMISSION MEETING
Wednesday December 20, 2017, 7:00pm
100 Harbor Street, Florence, Oregon 97439

These Minutes were approved at the Regular Meeting on January 17, 2018

Commissioners Attending: Terry Duman, Nancy Rickard, Bill Meyer

Absent: David Huntington, Mike Buckwald

Staff Attending: Dina McClure, Interim Manager; Kelly Stewart, Interim Administrative Assistant

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

2. Approval of the Agenda: McClure stated this is a revised agenda to include Resolution 12-20-17B. The agenda was approved.

3. Public Comment:

- Phil Bellner, Susan Jones and Sandy Todd represent A Place to Belong, a group created to implement a program to facilitate a new law for accessory dwellings. Bellner requested the Port open a shower to the public one day a week. The group would manage it so it wouldn't be abused. Rickard said the Port has had to use public money to repair vandalism in the past. Meyer asked how many people? Bellner said when the word gets out, there would probably be a line during the time it is open. Meyer said that concerns him. Rickard suggested the group contact SOS (Siuslaw Outreach) to give more vouchers for the people to use commercial showers. McClure suggested putting this subject on the agenda for next month.
- Lawrence Ferguson said our campground is underused. He mentioned taking down the blue storage buildings and said no one wants to store their boats because of the sparrow droppings. Ferguson said he talked with Mr. Werner, the President of American Land and Leisure regarding privatization of the campground and marina. Ferguson believes privatizing would be beneficial. Ferguson is looking forward to being on a committee for campground improvements.
- Charles Lugg referred to comment from the last public input meeting regarding the installation of a public pier. He thinks it's a great idea and a lot of coastal cities have them. Lugg said it would be a great tourist attraction and he is willing to help. Duman said it is something we lack here. Rickard wanted to know how difficult it is to get permits. McClure said permitting is extensive but not impossible. Duman thinks the project could be eligible for a grant. Meyer wanted to know where Lugg thinks a pier should go. Lugg did not know but because of the river width. He didn't think a pier should go straight out but rather curve around to avoid river traffic.
- Hans Radtke passed out papers to the commissioners regarding fish landings in Florence and commercial fishing in Oregon. Radtke said that commercial fishing brings in half a billion dollars and half of that is from Alaska. 80% of the salmon we get are from California and fishing is on the decline for the next few years. On a positive note, Radtke said there may be a possibility of a marine research reserve at least 30 miles offshore. Radtke is very concerned about the consolidation of the processing industry. He said there is one processor that has been buying processing plants and closing them down. Only Coos Bay, Newport and Astoria may be processing fish landings. Duman agreed and said there are three processors on the West Coast that buy everything. Duman asked Radtke if he thought we could ever get a fish buyer here and Radtke said no.

4. Approval of Minutes by Consent: There were no comments and the Minutes were approved by Consent.

5. Approval of the Financials by Consent: McClure said bills paid in November were \$99,394.70. McClure said we received the majority of our levy tax revenue in November: \$174,503 in property tax revenue and \$6,588 from state forest sales. Campground occupancy was good due to foggy weather in the valley and clear coast skies. Occupancy was 66%, up from 60% last year. Occupancy in the marina stayed the same as last year at 57%. Financials were approved by consent.

6. FY16-17 Audit Presentation: Auditor Signe Grimstad presented the Commission with the audit report. Grimstad said a prior period adjustment had removed the floating restroom and it needed to be put back on. There was a Capital Outlay over expenditure of \$30K. Grimstad mentioned the resolution to adopt the FY16-17 budget appropriated expenditures in the General Fund only. The resolution to adopt the FY17-18 budget needs to be amended to appropriate expenditures in General Fund and Capital Maintenance Fund. Grimstad said the Port is in compliance with minimum standards, investments, public contracting and insurance programs. She said this was a good audit and complimented staff.

Old Business

7. Update Erosion Repair Project: McClure said Jack Akin submitted three maps of the revised project and the joint permit application. The application is going the Corp of Engineers and Department of State Lands to get this project to the next level. Akin wanted McClure to mention that the maps show a revision of shifting the repair wall to the West to tie into the bulkhead and also shifting the wall west to where it is on the East side of the proposed private property line. McClure said the new fill and rock calculation has been scaled down from the original design and shows a large reduction in fill. Duman questioned the change and says it shows a change from a two to one slope to a one and a half to one slope which is substantial. He wants to know why the sudden change. McClure suggested a conference call or work session to get Akin on the phone for questions. Meyer suggested moving forward but request a clarification for the change. McClure said these revisions have already been approved and are only for the joint application. McClure, talking for Akin, said the sooner we get these submitted and they go through the DSL process, we could be looking at March to April construction.

Motion: For Akin to proceed with the project as presented but with clarification for the change in slope grade on record, made by Meyer.

Second: Rickard

Vote: All in favor

8. Approve Revisions to the Port Manager Job Description, Discuss Recruitment: Duman wanted to make sure the job description is all inclusive before approving the revisions. He asked if any Commissioner had anything to add. He wants the Port Manager to be responsible for all departments. Meyer believes bullet point eight in the job description covers that. Rickard was concerned with the wording in bullet point two, "within the Port District", limits the manager to work with leaders outside the District. McClure said bullet point one includes leaders outside the District.

Motion: To approve the Port Manager job description, made by Meyer.

Second: Rickard

Vote: All in favor

McClure explained the process for recruitment. She would post the job position for one month in the local paper, the employment office, on the website, OPPA, Special Districts and Pacific NW Waterways. When the position closes, the Board will go into executive session to review applications and create a shortlist for interviews.

Motion: To approve and post the job announcement for the Port Manager, made by Rickard.

Second: Meyer

Vote: All in favor

9. Update Public Input Meetings: McClure asked for input from Commissioners on how the meeting went and if they wanted any changes to the format. Also, if they want more meetings and how many. Rickard said at least one more input meeting then pick from the list of suggestions something that is workable. Meyer agreed on another input meeting and then form a study committee and business plan for the items to be accomplished. Duman said that has to do with the Strategic Business Plan. McClure said the five year plan should be updated by June of 2018. Duman asked if there was a Downtown team. McClure said she is a member of the Downtown Revitalization Committee. Meyer said he has been attending the Chamber of Commerce meetings and some of those people are interested in moving Florence forward. Next input meeting is January 9th 2018 at 5:00pm.

New Business

10. Resolution 12-20-17A Amending Res 6-21-17A Adopting Budget: McClure said Resolution 6-21-17A combined all appropriations under the General Fund. This resolution amends it so two Capital Outlay projects are appropriated in the Capital Maintenance Fund instead of the General Fund.

Motion: To approve Resolution 12-20-17A Amending Res 6-21-17A, made by Rickard.

Second: Meyer

Vote: All in favor

11. Select Realtor for PVIP Property: Meyer suggested to postpone the Realtor selection in order to have more time to review the proposals presented. Rickard and Duman said they would prefer to have Buckwald and Huntington present to select a Realtor. McClure will contact the Realtors to inform them the board requested more time for a proper evaluation.

12. Select Contractor for Mo's Building Repair: McClure reviewed the work session information regarding Mo's repairs, the bids received, and her recommendations. Duman asked if the painting quotes were still valid since they were dated a year ago. McClure said Jason Wagner received two different bids close to the amount presented.

Motion: To accept McClure's recommendation to select Lofy Construction for Phase 1, Prater Construction for Phase 4, and paint Mo's building, made by Rickard.

Second: Meyer

Vote: All in favor

13. Resolution 12-20-17B Authorize Purchase and Delivery of Ten Boom Logs: McClure said the current boom logs are from an old construction project from the late 90's. They are rotten, water logged and not holding the hardware to keep them together. She said the replacement of boom logs has been a high priority on the capital project list for years. Tracey David talked with Folio Logging. Folio is starting a logging project and can cut logs to requested dimension and deliver them for \$8K. This would be much cheaper than purchasing poly pipe deflection booms, which is in the Strategic Business Plan for an estimated \$600K.

Motion: To approve Resolution 12-20-17B authorizing the purchase and delivery of ten boom logs, made by Rickard. **Second:**

Meyer **Vote:** All

in Favor

14. Manager and Commissioner Reports:

McClure reported:

- The SDAO Grant for the security cameras was approved.
- Florence is among the top ten cities to be chosen for the Small Business Revolution Main Street TV series. On 12-28-17 Cinema Lights will hold a free screening of the Main Street series and a Q and A session. Six producers and staff from Main Street series will be in town January 3rd and 4th to see what makes Florence special. A reception will be on January 3rd at the FEC from 5-9 pm. If Florence is chosen, six different businesses will share up to 500K in resources. Duman wanted to know who we are running against. Meyer said it's online and McClure said she would e mail him the information. McClure said it is 10 cities across the United States.

Rickard reported she attended:

- Two City council meetings and they are working toward the Main Street Series.
- Two School District meetings regarding needed school repairs.
- A LCOG meeting in Eugene held at an Arts Academy which was very impressive.
- A Watershed meeting where Jim Grano was chosen for their Spirit of Siuslaw award.
- A Housing Economic Projects meeting where they are trying to resolve housing issues to get people off the streets and for working people to afford housing.

Meyer reported he attended:

- A Chamber of Commerce meeting. They are also involved in the Main Street Series program. Meyer told the Chamber about the public input meetings and the enthusiasm people had regarding Port improvements.

14. Public Comment: There were no public comments.

15. President Duman adjourned the meeting at 8:36pm to Executive Session per ORS 192.660 (2) (e).