

MINUTES
PORT OF SIUSLAW COMMISSION MEETING
 Wednesday October 17, 2018, 7:00pm
 10868 E. Mapleton Rd. Mapleton, Oregon 97453

These Minutes were approved at the Regular Meeting on November 21, 2018.

Commissioners Attending: Terry Duman, Bill Meyer, Craig Brandt and Mike Buckwald

Absent: Craig Zolezzi

Staff Attending: David Huntington, Manager, Kelly Stewart, Administrative Assistant

1. **President Duman called the meeting to order at 7:00pm.**
2. **Public Comment:** no public comment.
3. **Approval of the Agenda:** There were no comments and the agenda was approved.
3. **Approval of the Minutes:** There were no comments and the minutes were approved by consent.
 - a. 9-19-18 Work Session Minutes
 - b. 9-19-18 Regular Meeting Minutes
 - c. 10-1-18 Special Meeting Minutes
5. **Approval of the Financials:** Stewart said bills paid in September were \$67,772.01. Stewart stated the moorage occupancy is down 1% and campground is down 3%. Stewart said we received a bill from Wobbe and Assoc. for surveying the boundary line for Saxon's property for \$7,500.00. Stewart talked to Grimstad, auditor, about this bill being put in the last fiscal year when it was incurred. Meyer asked if this bill could be included with the FEMA project. Duman said it could. Grimstad said she can do that in the audit. Buckwald wants to make sure we are not in any violation. Duman asked what was going on with the December Members. It was decided to just let them fall off the list and leave it as is. Buckwald asked about the beginning cash on our financials. Stewart said it was done at the direction of the auditor and knowing the Fund Balance was not in balance from the prior year. He also asked about the prior years levied taxes and why we have so much more already than last year. Stewart said she would find out and let him know. The financials were approved by consent.
6. **New Business**
 - a. **Discussion making Nopal Lot a pay parking lot:** Brandt says we need to utilize our asset and wants to know if it's feasible to make it a pay parking lot. Meyer was wondering about the economic impact that would have. He also sees an enforcement issue. Duman suggested leasing to a parking company and we would get a percentage of the money and let them do the enforcement. Huntington said there are 199 spots in the Nopal lot. Huntington was directed to do some research and present some different options and pricing.
 - b. **Blue Storage Buildings:** Brandt was wondering what we want to do with the blue buildings. It's come up before but no decision was made. The buildings bring in approx. 25K to 27K per year. Huntington says they need some serious repair. There was talk about tearing them down and putting in pull through camp sites. Huntington said we would need to keep a part of a building for maintenance and storage and we could probably put in 16 to 18 pull through sites. Huntington was directed to do some research and come up with different options and prices. Readdress at the December meeting.
 - c. **Quickbooks Master Administrator Contact:** Stewart explained that she needs to be the Master Administrator on the Quickbook's account and in order to do that, she needs the permission from the Commissioners and it needs to be included in the minutes of the meeting. President Duman stated that Stewart is considered the Master Administrator on the account. Buckwald agreed but said it is insane to have

to do this.

7. Manager and Commissioner Reports: Meyer went to the Chamber meeting and let them know about the changes made to people crabbing on the docks and using designated areas. Meyer and Brandt will make time to talk to the City regarding the PVIP property. Brandt suggested having the Realtor at the next meeting also. Huntington asked if any of the Commissioners were interested in going to the next SDAO Conference at Sunriver in February. Meyer said he may go. Buckwald wanted to know if we had any bids back on the C Row project. Huntington said no but the deadline has been extended to October 24th. He also stated these will be sealed bids until 4:00 on the 24th.

8. Public Comment: no public comment.

President Duman closed the regular session at 8:11pm.