

**MINUTES**  
**PORT OF SIUSLAW COMMISSION MEETING**

Wednesday, April 17, 2019 7:00pm  
Conference Room  
100 Harbor St, Florence OR 97439

These minutes were approved at the May 15, 2019 meeting.

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Commissioners  
Terry Duman, President; Mike Buckwald, Secretary;  
Bill Meyer, 1<sup>st</sup> VP, Craig Brandt, 2nd VP  
Absent, Craig Zolezzi, Treasurer

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1. **Call to Order – 7:00 pm**
2. **Public Comment:** none
3. **Approval of the Agenda – approved by consent**
4. **Approval of Minutes – approved by consent**
  - a. 3-20-19 Regular Meeting Minutes
5. **Approval of the Financials – approved by consent** – Stewart stated the bills paid in March were \$54,585.00. Occupancy for the Campground is up 7% and moorage is down 2% YTD. Stewart said we received a payment from Business Oregon of \$31,650.00 for the C Row.
6. **Appoint Budget Committee Members** – Two applications were received, Brien Mill and Joel Marks. Duman commended both applicants .Meyer made motion to appoint Brien Mill, Buckwald second and the vote was unanimous. Meyer wants to keep Marks name on hand in case he is needed. Mill said the Port is a passion of his and thanked the Board.
7. **Old Business;**
  - a. **Blue storage buildings** – Huntington has talked with Business Oregon regarding a loan. Interest would be about 4.5% to 4.8%. The shortest term loan is seven (7) years. Huntington says they loan 85% and we would carry the 15% match
  - b. **C Row** - Huntington said we are still proceeding as if we could get the utilities in before the summer season, but will be tough. Meyer wanted to know if there would be a delay in getting City permits but Huntington said we could get them pretty quick.
  - c. **Resolution 4-17-19A** – transferring money from debt service to capital outlay for C Row and dredging permits. Motion by Meyer to approve the resolution, second by Buckwald and the vote was unanimous. Meyer wanted to know if these funds could be considered as the 15% match for the Business Oregon loan. The answer was no. The loan is for the Blue Buildings and maintenance shop and not the C Row. Huntington said we need to budget the 15% match in the upcoming budget. Brandt wanted to know when we were going to let storage customers know. Huntington said once the budget is approved with the blue buildings and maintenance shop included, we will send out letters. Duman wanted to know if we would have an approval from Business Oregon before the budget. Huntington said it doesn't sound like there will be a problem. Buckwald said we still need to budget for it whether we get it or not.
8. **New Business:**
  - a. **Campground and Service Rates and Comparisons** - Huntington explained what we are proposing for the campground rates and that we haven't raised the rates since 2015. Meyer wanted to know if we are affected by the new Oregon Law regarding leases and rentals. Huntington wasn't

sure. Huntington explained how our rates are calculated and how we compare to other campgrounds. Meyer said raising the rates by 10% will still make us competitive but that we need to make sure and revisit this again next year. Resolution 4-17-19B raising campground rates by 12% was approved by a motion from Meyer, second by Brandt and vote was unanimous. Rate increase also allows for credit card fees. Rates effective May 1, 2019. Duman wanted to know when the last time we reviewed the moorage rates. Huntington said basically the same as the campground rates. At the next meeting, Duman wants to go over the outdoor commercial storage. That space could possibly be used for the maintenance building.

**9. Manager and Commissioner Reports** – Meyer has been attending the Florence Urban Renewal meetings. Also, attending the Chamber meetings and keeping them updated on the improvements in the campground. Duman reported that we have finally rented the 0080 Blue Building to Lucio for a two (2) year period. The Port needs to do some repairs to the building. He also stated in the discussions with Lucio that the Port is leaving open the option of making that building the maintenance building. Huntington said the Watershed showed up today and completed planting the willows on the C Row and will be back later to plant beach grass. He said we are still looking for a groundskeeper. Buckwald wanted to know what the salary schedule is for that position. Huntington says we don't have one. Buckwald wants to come back to salary schedules.

**10. Public Comment:** Hale was surprised there is no pay scale for positions .Buckwald said we need to revisit pay scales for positions. Duman asked Huntington to come back with some ideas. Hennig suggested asking the Employment office the going rate for that position.

**Meeting Adjourned 8:00pm**