



APPROVED 9/19/2017

MINUTES

BOARD OF COMMISSIONERS

SPECIAL MEETING

THURSDAY, SEPTEMBER 7, 2017, 12:30 P.M.

POTB MAIN OFFICE – CONFERENCE ROOM

4000 Blimp Boulevard, Tillamook, Oregon 97141

1. Call to Order: 12:30 p.m.
Recognition of Persons Present: Commissioners Carolyn Decker; Bob Olsen and Jim Young. Absent: Jack Mulder and Gerry Opdahl
Port Staff: General Manager Michele Bradley; Pami Boomer and Margaret Amick
Gus Meyer – Port Taxpayer
2. Public Comment for Items Not on the Agenda: None
3. July 2017 Financials – Pami Boomer presented 3 new reports as part of the financials, Capital Outlay Revenue/ Expenses; Operating Revenue/ Expenses and Month End Balances. She explained the Capital Outlay references capital projects that will be depreciated over time and is mainly grant related. Operating is actual income and expenses and the Month End Balances report shows funds on hand on that date. The commissioners agreed that they like the new reports and Pami will include them monthly. There was discussion of the property taxes paid by tenants of the Port; how they are collected and who is exempt.
4. Discussion and Consideration of Attachment D to Agreement with the Local Government Investment Pool, updating Staff Authorization. **Carolyn Decker moved to approve Attachment D to the Agreement with the Local Government Investment Pool Authorizing Michele Bradley, Pami Boomer and Veronique Unger to Initiate Bank Account Information Changes. Jim Young seconded, motion carried (3-0), Jack Mulder and Gerry Opdahl absent.**
5. Discussion:
 - a. Property Values – Bob Olsen suggested the possibility of selling property on the edges of the Port if a commercial developer shows interest. Michele reminded the Board that this is in the Future Land

Notice and Agenda – Regular Meeting

Posted at the following locations: POTB Main Offices; Tillamook County Courthouse; Tillamook County Library (Main Branch); and the Port's Website (www.potb.org)

y:_board information\public meetings\minutes\fy 2017-2018 minutes\09-07-17 special meeting draft minutes.doc

Use Plan that the Board approved. There was discussion of development options and possibly developing water sources. There will be further discussion at the September 19, 2017 meeting.

Recessed at 1:26 p.m. and resumed at 1:30 p.m.

- b. Need to update Strategic Business Plan? – Will provide copy of plan in next packet. Discussed development of the section of land along Hwy 101 and the restrictions imposed by the FAA. Gus Meyer informed the Board that the City of Tillamook has been discussing absorbing smaller water systems but has not involved the Port. The development of the wells on Port property was brought up and it was suggested to look into applying for a grant to conduct a feasibility study. Michele will look for a consultant to update the Strategic Business Plan. It was agreed that the Port needs a Comprehensive Master Plan consisting of the Airport Layout Plan, the Future Land Use Plan (FLUP) and the Strategic Business Plan. The discussion was continued to the September 19, 2017 meeting.
 - c. Goals and Vision – Fall 2017 – Postponed to September 19, 2017 meeting
6. Executive Session – The Board will now recess to Executive Session as authorized by ORS 192.660 (2)(e) for Real Property Transactions (if needed) – Not needed.
7. Communications
- a. Next Regular Meeting - Tuesday, September 19, 2017 @ 6:00 p.m.
 - b. Next Special Meeting – Thursday, October 5, 2017 @ 12:30 p.m., if needed
 - c. Upcoming Museum Events:
09/16/17 Hangar B Classic Car Show and Fly-In 12:00 – 3:00; with Ribbon Cutting for Air Raid Shelter and Battle Room at 1:00 and 1:30
- The Board members have been notified of their appointments and have been invited to attend the meeting on October 5.
8. Commissioner Comments, as time allows – Jim Young thanked Michele Bradley for her following the progression with the digester and BioGas.
9. Adjournment: 2:39 p.m.