



APPROVED 10/20/15

**BOARD OF COMMISSIONERS
SPECIAL MEETING
TUESDAY, OCTOBER 6, 2015
MINUTES**

1. Call to order by Jim Young at 12:30 p.m.
Recognition of Persons Present – Commissioners – John Lewis; Carolyn Decker; Jim Young; Bob Olsen; Jack Mulder at 12:35 p.m.
Staff – Michele Bradley; Pami Boomer; Phyllis Rice; Aaron Palter
Tillamook County – Paul Levesque
Berkshire Hathaway – Val Schumann at 12:45 pm
Public – Gus Meyer; Heather Zwald; Nick Zwald
2. Public Comment for Items not on Agenda – None
3. Consideration of Purchase and Sales Agreement between Port of Tillamook Bay and Helping Hands Re-Entry **(Action)**- Valerie Schuman reported projected timetable for sale to enter escrow 10/20/2015. Discussion of progress on lot split- survey in process. Discussed feasibility of purchaser to restore building vs repairing, including siding. Commissioner Young inquired if the Port will retake property if Helping Hands is unable to complete project. **Commissioner Young called for a motion for conditional approval of the Purchase and Sales Agreement between the Port of Tillamook Bay and Helping Hands Re-Entry based on draft agreement from attorney. Commissioner Decker moved to accept, Commissioner Lewis seconded. Motion passed 5 – 0.**
4. Update on Southern Flow Corridor Project – Paul Levesque reported that Oregon Solutions Project has signed an IGA with Tillamook County and Tillamook mayor has approved 4 construction easements with POTB. Commissioner Decker asked when work will start and Mr. Levesque responded approximately a month for permit process for easements. Demolishing buildings can be done then and work on levees and tree removal will be done between January and February 2016. The project is to be completed by fall of 2016. He reported on the financial benefits of project to landowners and told of the measures to protect and improve wildlife habitat.

5. Discussion on City Request of Waiving Fees for Drainage Easement on Railroad Right of Way near Goodspeed Park for Tillamook Bike and Skate Park Project – Aaron Palter, Project Coordinator reported the easement required will minimally affect the RR right of way and that ODOT has been approached regarding their right of way. Mr. Palter described modifications to slope along easement desired by project and reported it would not affect the clearance needed by the Salmonberry Corridor so the Board had no objections to blade work if approved by Oregon Coast Scenic Railroad. The Board is unwilling to waive any fees to the City as the City is inflexible with fees charged to the POTB.
6. Draft Financial Report for August 2015 – Ms. Boomer introduced a new report which does not reflect unused portions of the \$6M line of credit per instructions of the auditor, but reflects to the adopted budget. She will also be providing snapshot reports monthly for informational purposes. There was discussion regarding projected income; possible sources of funds; ways to lower expenses and ongoing disputes about fees charged the Port.
7. Air Museum Update – August 2015 – Ms. Rice gave an update on requests to Navy for planes to display. None of the desired planes are available at this time. She also reported on revisions to the rules for obtaining and displaying the planes. Ms. Rice will follow up with inquiries regarding obtaining blimps for display, will check with the Air Force for available aircraft and will seek help from our senators. She noted that the Kid's Play Area is almost done and 2 other exhibits are in the works. The café hours have been shortened to 11:00 am – 3:00 pm and they are considering a lunch card program. The museum hours are unchanged but may close one day a week if a drop in attendance warrants it during the winter. Commissioner Young questioned practicality of catering service – Ms. Rice reported several bookings and stated she is monitoring pricing closely.
8. **Discussion and Consideration of Municipal Advisory Services Agreement with Special Districts Association (Action)** – The Board discussed the issue of the services being charged by the hour. Ms. Bradley stated that is standard and the services include analyzing expenses to reduce costs. **Commissioner Lewis moved to approve the Municipal Advisory Services Agreement with Special Districts Association and authorize Manager Bradley to sign. Commissioner Mulder seconded. Motion approved 5 – 0.**
9. Executive Session per ORS 192.660 2(e) to discuss Real Property (if needed) – Not needed
10. Communications
 - i. Next Regular Meeting – Tuesday, 10/20/15 at 6:00 p.m.
 - ii. Veteran's Day Event at Air Museum, Wednesday 11/11/15
11. Commissioner Comments - None
12. Adjournment at 2:47 p.m.