



MINUTES APPROVED 7/19/11

SPECIAL MEETING

OF THE

PORT OF TILLAMOOK BAY BOARD OF COMMISSIONERS

HELD THURSDAY, JUNE 30, 2011 AT 1:00 P.M.

AT THE PORT'S MAIN OFFICES 4000 BLIMP BOULEVARD, TILLAMOOK, OREGON.

Agenda:

1. Commissioner Young called the meeting to order at 1:00 P.M.
2. Recognition of Persons Present
 - a. Commissioners: Jerry Dove (President); Jim Young (Vice President); John Ficher (Secretary); Bill Baertlein (Treasurer); and Georgine Beveridge.
 - b. Staff: Michele Bradley (General Manager); Karin Gitchel (Office Administrator); Aaron Palter (Project Coordinator).
 - c. Public: Eric Eckfield (DAY CPM); Carolyn Decker (Commissioner Elect); Gus Meyer (Private); Alene Allen (Private).
3. Public Comment
 - a. There was no public comment at this time.
4. Discussion and Consideration of Approving a Contract with Hooley Building Supply in the Amount of Eighty-One Thousand Five Hundred (\$81,500) Dollars for the Truck Scales Project, a FEMA Alternate Project, and Designation of General Manager to Sign
 - a. Ms. Bradley turned the discussion over to Mr. Eckfield, who provided an overview of the process that took place with the intermediate procurement process to this project. He shared that the Port solicited local contractors, and received one entry from Hooley Building Supply. The apparent low bid that won, was lower than the contract amount and was successfully chosen.
 - b. **(Action) Commissioner Dove entertained a motion approving a contract with Hooley Building Supply in the Amount of Eighty-One Thousand Five Hundred (\$81,500) Dollars for the Truck Scales Project, a FEMA Alternate Project, and Designation of General Manager to Sign. Commissioner Dove so moved the motion. Commissioner Ficher seconded the motion. There was no further discussion. The Motion was carried by unanimous vote of all Commissioners present (5-0).**
5. Discussion of Possible Request to City of Tillamook to Amend City's UGB Management Agreement and City Comprehensive Plan

- a. Ms. Bradley turned this to Mr. Palter for a quick project overview. Mr. Palter presented that this agreement will focus on more than just the current project with Pelican, but would encompass the entire potential of the Port growth along Hwy 101 and growth on the Port. The UGB ends at 12th street in Tillamook City limits, and would need to be expanded to provide this opportunity growth. He shared that in this analysis of having new projects built; the group is taking the entire process of all needs, not just limiting it to Pelican. The Goal 11 exceptions were awarded to TCCA and the Port, and we are now in need of looking at alternate sources for sewer and services. Ms. Bradley asked if this amendment would be limited to Hwy 101 or all of the Port. Mr. Palter responded with the authority would be expanded and this discussion would allow for that to be decided.
 - b. Port will give letter to city council for approval. City council would go to planning council and then there is a 120 day decision time frame. He expects that our package include our requests and fee ready to proceed. The county has gone through this process in 1990 & 2002, thus this process hopefully has a foundation and should not be difficult to move forward.
 - c. Commissioner Young asked if this expansion is approved would the next steps be finding out how to fund this project and investigating other issues. Mr. Palter indicated that he was correct and shared that there are many steps playing out at the same time. Commissioner Beveridge asked if we had to do this to be able to do anything else. Mr. Palter concurred. There are ODOT, DSL, Land Use, County and City process that are all going on at the same time. Commissioner Baertlein asked what the downsides of doing this, are we going to be put in the UGB? Mr. Palter indicated that from history and his understanding is that this would give an exception so that the city could do this outside of the UGB. Commissioner Young asked what impact our own sewer process. As the Port is currently working on increasing their standard rates at the Port, this will directly correlate to the connection to the Port. Mr. Palter shared that this will be an increase to our current customers and the Port will need to compensate for this difference. Commissioner Dove asked if we would then need our lagoons. Ms. Bradley stated that no we would not be using as much, but that the lagoons will remain as part of the Port's septic processing.
 - d. Commissioner Young asked about the timing? Mr. Palter then disclosed for the public meeting process that he sits on the planning and land use committee for Tillamook. He was able to share that there has been a developer expressing interest in assisting but he was unaware of the time frame being planned out.
 - e. **(Action) Commissioner Dove made a motion authorizing the Port Manager to request to City of Tillamook to Amend City's UGB Management Agreement and City Comprehensive Plan. Commissioner Baertlein seconded the motion. There was no further discussion. The Motion was carried by unanimous vote of all Commissioners present (5-0).**
6. Commissioner Beveridge excused herself from the meeting.
 7. Additional item: OCSR
 - a. OCSR Update:
 - i. Mr. Palter completed an edit with Commissioner Young to the recently provided agreement and will continue with negotiations at the direction of the Board. After reviewing the document, Mr. Palter summarized the major points for Board review. There were some term changes, limit adjustments, liability differences and he asked for clarification. Commissioner Baertlein exerted that he felt Commissioner Young and Mr. Palter continue with the document and turn it to the attorney so that this moves forward quickly. The largest issue that remains is to understanding the Right of Way and the use of Port land, getting the use of land for 11 years as OCSR has requested. Mr. Palter reiterated that this is different from what was discussed regarding tracks, rail, but

not the full blanket use. The conflicting language will be clarified and changed, meeting the needs of both OCSR and the Port. Commissioner Young brought up the revenue component, and though they have modified it in the recent document. He reiterated that it is ALL revenue, no matter where made, other than gifts, grants and membership. The word membership might be an issue, so there are some definitions to work through. It is important to identify that they are not selling memberships as opposed to rides. We are looking at our attorney to provide us with the final clarification.

8. Rails 100

- a. Ms. Bradley shared the event schedule planned for the 100 years of railroad, Rails 100, which will occur on October 1 & 2, 2011. She, Mr. Balmer and Commissioner Beveridge all attended to volunteer their services. More information will be provided as details come out.

9. Update Port Planning and Marketing Grant

- a. After the direction from the Board, Ms. Bradley shared her progress with the OBDD process of applying for a \$50,000 grant, developing a master plan that includes the entire area of potential growth. She shared that this grant would be a 75% award, with a 25% match from the Port. She is filling out the intake form and is moving forward with the plan to identify water, sewer, ODOT, wetlands, entrances and all aspects of what can happen in this area along Hwy 101.
- b. The group shared more ideas: movie theater, sport center, laser tag park, waterpark, shopping, artisan outlet, commercial kitchen, tourism, retail sales, light manufacturing, walking park, dog-park, sport/horse trails.
- c. Mr. Palter reminded the Board that the process we are moving forward with is not a commercial process, so that this is simply a planning time period. That rezoning that area is a 2 to 2 ½ year process if the Port is interested in doing that.

10. Public Comment

- a. Mr. Meyer is pleased to see that the Port is going forward with local contractors is impressed with the recent decision going to the community.
- b. Mr. Meyer also shared that he knows that the Parks & Recreation have some extra money, and he wondered if it could be used to improve the park near the Port. Ms. Bradley shared that the county would take care of the park located behind the Administration building and the Port was not involved in this process.
- c. Ms. Decker asked where this park was located. Ms. Bradley shared the location on a map behind the Administration Building

11. Commissioner Comment

- a. Commissioner Young publically thanked Commissioner Dove and Commissioner Ficher for their service and extended a thank you for coming to this meeting on their last day of being commissioners.

12. Commissioner Young adjourned the special meeting at 1:52P.M.