



## **MINUTES APPROVED 7/19/11**

**SPECIAL MEETING OF THE  
PORT OF TILLAMOOK BAY BOARD OF COMMISSIONERS  
HELD MONDAY, JUNE 27, 2011 AT 3:00 P.M.  
AT THE PORT'S MAIN OFFICES 4000 BLIMP BOULEVARD, TILLAMOOK, OREGON.**

### **Agenda:**

1. Commissioner Dove called the meeting to order at 3:00 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); (George Devore – Digester Operator); Eric Hellwig (Digester Maintenance).
  - c. Public: Eric Eckfield (DAY CPM); Mike Day (DAY CPM); Bob Olsen (Commissioner Elect); Carolyn Decker (Commissioner Elect); Gus Meyer (Private).
3. Discussion and Consideration of Issuing a Notice of Intent to Award for a Design-Build Contractor for FEMA Alternate Project #938 – Hooley Digester Upgrade and Designation of Port Manager to Sign Contract once Negotiated and Reviewed by Legal Counsel
  - a. The committee completed interviews and reviewed the top three candidates. Mr. Eckfield shared an overview of the process, issues and how the outcome came to be. After discussion and questions asked by the Commissioners, the board moved to a motion on issuance of intent.
  - b. **(Action) Commissioner Dove entertained a motion to Issue a Notice of Intent to Award to Biothane for a Design-Build Contractor for FEMA Alternate Project #938 – Hooley Digester Upgrade and Designation of Port Manager to Sign Contract once Negotiated and Reviewed by Legal Counsel. Commissioner Young so moved the motion. Commissioner Baertlein seconded the motion. There was no further discussion. The Motion was carried by unanimous vote of all Commissioners present (5-0).**
4. Discussion of Port Planning and Marketing Grants
  - a. Because of the development regarding the Pelican Pub, the owners have asked the Port to have a Master Plan in place before they are willing to commit and move forward. Ms. Bradley asked if this was something that the Board would like to see done. She is aware that there are grants available to fund this project, and wanted the board to identify this as a goal. There are two options that can be done, a quick summary site plan done specifically for the Pelican project area, or a fuller process taking approximately 7-10 weeks that would encompass a broader scope for future projects. Commissioner Beveridge asked how many other companies had

asked to build along Hwy 101, Ms. Bradley did not have any other companies interested at this time.

- b. Ms. Bradley then asked the Board for their preference on other type businesses to identify in the master plan. The commissioners share ideas such as shopping mall, movie complex, waterpark, light manufacturing, dog park, “watch it being made” type stores, a gas service station, electric car charging station, outlet mall and museums.
  - c. Commissioner Young reiterated that the goal is to create jobs for living wage, and if we have many options, that we should focus companies that provide good income employment to the locals. Commissioner Baertlein felt that this grant should also pay for creating a marketing plan along with a master plan. He felt that this would be important to guide for future business.
  - d. Ms. Decker asked about changing the zoning, and how that process would happen. Ms. Bradley agreed that the process would need to occur to find out from the county if a new zone is allowable. Ms. Decker asked how long the process takes, Ms. Bradley did not know.
  - e. Commissioner Dove clarified that this master plan should only be for Hwy 101. Ms. Decker agreed with Commissioner Young that we need small manufacturing and has heard that locals want Home Depot and other such.
  - f. **(Action) Commissioner Dove entertained a motion for Port staff to move forward with the full Planning and Marketing grant, identifying commercial and industrial areas along Hwy 101. Commissioner Baertlein so moved the motion. Commissioner Young seconded the motion. There was no further discussion. The Motion was carried by unanimous vote of all Commissioners present (5-0).**
  - g. Ms. Bradley asked the Board to send ideas to her via email. Mr. Olsen disagreed with her on having specific ideas, that the people writing the master plan would research and find best options. He also felt that anything that attracts tourists would be a good idea, focusing on things that attract people to visit Tillamook. He wondered what people could fly in to visit, and if that was part of the considerations from the master plan. Mr. Meyer agreed that the Port should hire someone to come up with the ideas and let them do their job. He felt that anything to compliment the Pelican, the airport, and the museum would be a great idea.
5. Commissioner Dove handed his gavel to the Vice Chair to take over and finish up this meeting.
6. Select Date for FEMA Project Update Workshop – All board members and members-elect
- a. After a brief description from Mr. Eckfield, the board considered dates before deciding on Wednesday, July 20 2-5 PM. Board Training starts at 9 AM. FEMA workshop 2 PM. Board Meeting 7/19/11.
7. Public Comment
- a. Mr. Meyer asked about the energy tax credits that would be available. Mr. Eckfield shared that they will be applied and would belong to the Port and not to the design team.
  - b. Ms. Bradley reminded the board of the August 17<sup>th</sup> meeting for the Bioenergy Feasibility at 2 PM. Commissioner Young, Commissioner Baertlein, Ms. Decker, and Mr. Olsen shared that they are available. Commissioner Beveridge will let the Port Manager know.
8. Ms. Bradley the presented the exiting board members with logo shirts.
9. Commissioner Comment
- a. There were no further comments.
10. Commissioner Young adjourned the Special Meeting at 4:29 P.M.