



MINUTES Approved 6-21-11

SPECIAL MEETING AND BUDGET COMMITTEE MEETING Held at Port of Tillamook Bay, Tillamook, OR Friday, May 27, 2011, 10:00 a.m.

1. Commissioner Dove called the meeting to order at 10:00 A.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); Joanne Dickinson (Business Manager).
 - c. Public: Carolyn Decker (Commissioner Elect); Larry Rogers (Budget Committee Member); Gus Meyers (Private); Bob Olsen (Commissioner Elect), Entering after 11:00 A.M. - Melanie Olson (Oregon Business Development); Mark Labhart (Tillamook County Commissioner); Jill Williams (Budget Committee Member); Kelly Edwards (Scott Edwards Architects); Jeff Schons (Pelican Pub & Brewery); Mary Jones (Pelican Pub & Brewery); Darron Welch (Pelican Pub & Brewery).
3. Discussion and Consideration of Two (2) Vacancies on the POTB Budget Committee
 - a. **ACTION: Commissioner Young moved to accept Carolyn Decker and Bob Olsen on the POTB Budget Committee. Commissioner Baertlein seconded the motion. There was no further discussion. The Motion was carried by unanimous vote of all Commissioners present (5-0).**
4. Commissioner Dove recessed the special meeting at 10:01 A.M.
5. The Budget Committee Meeting convened at 10:01 A.M.
6. Roll Call:
 - a. POTB Commissioners: Jerry Dove, John Ficher, Jim Young, Bill Baertlein and Georgine Beveridge
 - b. Citizen Members: Larry Rogers, Bob Olsen, Carolyn Decker.
7. Election of Officers:
 - a. Election of Chairperson and Vice-Chairperson. Duty is to preside over the remainder of the meeting and/or meetings thereafter. Election of Secretary. Duty is to confirm and sign written minutes.

- iii. Chairperson Rogers asked the committee to approve the tax levy rate of 3.64% per \$1,000 of assessed valuation for the General Fund for Fiscal Year 2011-2012
 - iv. **ACTION: Commissioner Baertlein moved to approve the tax levy rate of 3.64% per \$1,000 of assessed valuation for the General Fund for Fiscal Year 2011-2012. Commissioner Young seconded the motion. There was no further discussion. The Motion was carried by unanimous vote of all committee members (9-0).**
- 13. Chairperson Rogers adjourned the Budget Committee Meeting at 11:38 A.M.
 - 14. Staff thanked Ms. Dickinson for the time and effort gone into creating the 11-12 Budget and let her know that it was appreciated.
 - 15. Commissioner Dove reconvened the board back to Special Meeting at 11:39 A.M.
 - 16. Commissioner Dove then invited the Commissioner elects to join in the executive session, as this will be affecting their new appointment, and then invited those in attendance to grab a bite of lunch before coming into the executive session.
 - 17. Commissioner Dove recessed the Special Meeting at 11:40 A.M.
 - 18. Commissioner Dove opened the Executive Session at 11:48 A.M.
 - a. Per ORS 192.660 (2) (e) for real property transactions.
 - 19. Commissioner Dove adjourned the Executive Session at 1:09 P.M.
 - 20. Commissioner Dove returned to the Regular Board meeting at 1:10 P.M.
 - 21. **ACTION out of Executive Session: Commissioner Dove asked what the two commissioner elects were feeling. Ms. Decker indicated support due to the tourist and the overall idea. She believes in this company, and though she indicated concerns for the dollars, she is in support of this discovery process. Mr. Olsen very much likes the Pelican Pub, but he indicated that he had seen Port things go negative. He wondered if the Port gets the loan and the loan becomes ours legally, who would be the principle holders. Commissioner Dove stated that this would be in the details. Ms. Bradley shared that this is a typical process of build outs. Mr. Olsen said that he agreed but wanted to ensure. Ms. Bradley stated that we would require a legal obligation through a letter of intent with the Pelican Pub & Brewery.**
 - 22. Commissioner Dove asked the board members to share their thoughts. Commissioner Baertlein felt that the staff should go forward to finding out more regarding the infrastructure portions for future development and that he felt that this is a great idea. Commissioner Beveridge feels that once people see this being built; they will look at the Port as a place to visit and work at. Commissioner Ficher said that he was looking to see what the costs are and what would be expected in the process. Ms. Bradley shared that she had received a checklist for the Industrial Site Readiness and Certification form from OBDD and that she would actively use their business model to ensure that this process is done effectively.
 - 23. **Commissioner Young motioned that we move forward on this project by contacting the necessary people and places, so that we can see if we can meet the 2 year time table to complete this process. Commissioner Ficher seconded**

- the motion. There was no further discussion. The Motion was carried by unanimous vote of all Commissioners present (5-0).**
24. Discussion and Consideration of POTB Resolution 2010-2011 #16 Accepting a \$5 Million Line of Credit for Costs Associated with the Port's FEMA Alternate Projects and Authorizing Signature of Documents
- a. **ACTION: Commissioner Beveridge moved to approve POTB Resolution 2010-2011 #16 accepting a \$5 Million Line of Credit for Costs Associated with the Port's FEMA Alternate Projects and Authorizing Signature of Documents. Commissioner Young seconded the motion. There was no further discussion. The Motion was carried by unanimous vote of all Commissioners present (5-0).**
25. Discussion and Consideration of Contract Award to Lyda Excavating for the FAA Airport Improvement Project 3-41-0060-010 Fence and Drainage Improvement for a Do Not Exceed Amount of \$145,805.70.
- a. **ACTION: Commissioner Fisher moved to approve the Notice of Intent to Award Contract to Lyda Excavating for the FAA Airport Improvement Project 3-41-0060-010 Fence and Drainage Improvement for a Do Not Exceed Amount of \$145,805.70 per Order #10-008. Commissioner Young seconded the motion. There was no further discussion. The Motion was carried by unanimous vote of all Commissioners present (5-0).**
26. Any other business
- a. Digester Open House: Ms. Bradley invited the board to attend the Lockmead Dairy open house on June 14th, with herself and staff.
- b. FEMA Special Meeting: Ms. Bradley asked to have a workshop to look at the FEMA projects, so that the board and newly elected commissioners could see where the projects are and review progress. In addition, she would like to have the board discuss which projects to remove or modify in order to have the new Pelican project move forward. Commissioner Young asked the staff to see what the state can provide in assistance for new Pelican project, prior to changing the current FEMA projects. Commissioner Baertlein agreed and reminded the board members that every time we remove a project we lose money.
- c. Oregon Solutions Update: Mr. Palter shared that the Oregon Solutions project has been submitted to be appealed and we now have the appeal time period in.
27. Public Comments
- a. Mr. Meyer asked about Board meeting minutes being put up in a timely manner. Ms. Bradley stated that they are put up after approval every month.
28. Commissioner Comments
- a. Commissioner Young asked that the Port puts out a Press Release regarding the Pelican Brewery. Let the public know that we have this in the works. It was the consensus of the Board to do this.
29. Commissioner Dove adjourned the special meeting at 1:30 P.M.