



APPROVED 6-21-16

MINUTES

**FOR THE ANNUAL MEETING OF THE
PORT OF TILLAMOOK BAY BUDGET COMMITTEE AND PORT OF
TILLAMOOK BAY BOARD OF COMMISSIONERS
TO BE HELD ON WEDNESDAY, MAY 25, 2016 AT 4:00 P.M.**

**POTB MAIN OFFICES – CONFERENCE ROOM
4000 Blimp Boulevard, Tillamook, Oregon 97141**

1. POTB Board:
Call to Order: Commissioner Young @ 4:00 p.m.

Recognition of Persons Present:

Commissioners Jim Young; Bob Olsen; Gerry Opdahl and Carolyn Decker. Absent: Jack Mulder

Port Staff: Michele Bradley; Pami Boomer and Margaret Amick

Budget Committee: George Schmader; Larry Rogers; Jerry Dove and Jill Williams

Gus Meyer - Taxpayer

2. Swearing in of new POTB Commissioner Position #5 Gerald Opdahl - Michele Bradley conducted the swearing in of Gerald Opdahl as the newest POTB Commissioner

Com. Olsen moved to Reappoint Jill Williams and Don Hurd to the Budget Committee. Com. Opdahl seconded; motion passed (4-0), Jack Mulder absent.

3. Now sitting as the POTB Budget Committee:
Roll Call of Budget Committee Members Present: Jim Young; Bob Olsen; Jerry Dove; George Schmader; Larry Rogers; Jill Williams; Gerry Opdahl; Carolyn Decker

4. Election of Officers:

Election of Officers: **Jill Williams was elected Chairperson (7-0) Jill Williams abstained. Jerry Dove was elected Secretary (8-0)**

Jill Williams pronounced the Budget Meeting open @ 4:10 p.m.

Notice and Agenda – Special 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)

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5. Presentation of Proposed Budget for Fiscal Year 2016-2017 - (Staff) Ms. Bradley asked the Budget Committee if they wanted the Budget Message read out loud and was told it wasn't necessary. She then explained the budget was prepared using "Best Guess" information available at the time. Ms. Bradley explained that one of the main items that remains up in the air is the Digester. Chairperson Williams asked for clarification since the Digester was scheduled to be discontinued the end of June, 2016 and the budget reflected that in its figures. Ms. Bradley explained that TCCA has extended the Digester Agreement until July 31, 2016 and possibly through September 30, 2016. Pami Boomer will prepare a supplemental budget if necessary. Bob Olsen asked a question regarding the refinance package and the necessity of a second Budget Meeting. Ms. Boomer explained that if the supplemental budget varies 10% or more from the Adopted Budget there will need to be another Budget Meeting. Pami Boomer presented the Proposed Budget for FY 2016-2017.
6. Public Testimony on Proposed Budget for Fiscal Year 2016-2017: None
7. Discussion of Budget by Committee Members: Ms. Boomer, Ms. Bradley and the Committee went over the Proposed Budget. Chairperson Williams asked whether each department budget has to balance as long as the General Fund balances and was assured by Ms. Boomer that they do not. Ms. Boomer explained portions of the budget to the Committee as questions came up while everyone was going through the Budget.
8. Consideration of Proposed Budget and Tax Levy:

George Schmader moved To Approve the Proposed Budget for Fiscal Year 2016-2017 as Presented and To Approve the Tax Levy Rate of .0364 Cents Per \$1,000 of Assessed Valuation for the General Fund for Fiscal Year 2016-2017. Larry Rogers seconded; motion passed (8-0)
9. Adjourn: Com. Young @ 6:10 p.m.