

PORT OF GOLD BEACH  
BOARD OF COMMISSIONER'S  
REGULAR MEETING  
December 19, 2013

PRESENT:

Milt Walker, President  
Bill McNair, Vice-President  
Charles Riddle, Secretary  
Mark Lottis, Commissioner

ABSENT:

Mark Harshman, Commissioner

Debbie Collins, Port Manager  
Jeff Kemp, Accountant (Arrived at 6:30)

The meeting was called to order at 6:05 pm by Board President, Walker. The roll was called and the Pledge of Allegiance was recited.

AUDIENCE COMMENTS:

Larry Daniel, host of Oceanside RV Park stated concerns about Huntley Park taking business from their RV Park by putting in electric and water sites for RV's. Commissioner Walker said that there was talk of doing such but there was no action taken. Commissioner McNair also spoke in regard to the suggestion coming up in the past by previous commissioners. McNair stated that the Board has continued to say that they want Huntley Park to stay rustic. Don Martin added to the conversation stating that breathing machines can be hooked up to car lighters and electric is not necessary. Martin was asked if he had any other comments and he said he was staying to hear the discussion on the moratorium.

HUNTLEY PARK:

Shawn Wallace reported for Huntley Park saying there was nothing to report.

*OLD BUSINESS:*

President Walker checked with Commissioner Lottis to see if he minded being moved down and give his report after the discussion on the moratorium and Lottis agreed. Discussion began with Walker directing the topic to Manager Collins. Collins handed out a graph showing the tax revenue being flat for the next 30 years due to the Urban Renewal approval. Collins recommended to the Board no moratorium be made with the decline in storage rental on top of no tax increase for the next 30 years. McNair declared an actual conflict in the matter of a moratorium and went on to explain the Port has hired a firm to complete a Strategic Business Plan (SBP) in the coming months that this would be a good time to look at the revenues and expenses of the Port to see where things currently stand. Audience member Colleen Combs commented that she had the hotel comparisons from 2012 and 2013 saying that July had increased but August through October were flat or declined from last year. Combs said we may want to think things are getting better but they are still not good. Audience member Don Martin said he would like to see where his increase goes, that the road around his storage area is bumpy and needs to be taken care of also why there is no Wi-Fi at the airport. Collins responded to Martin that this was the first she has heard about any complaints on the road or she would have looked in to it. Collins told Martin that if he doesn't tell her of these things they can not be addressed. Also Collins told Martin that he could get Wi-Fi to

his hangar, that Charter drilled through this building to put it in and they could do the same for him. Commissioner Riddle also declared an actual conflict in the matter of a moratorium responded in saying this was a double edge sword with the economy being flat, if the Port gives a moratorium there would not be the income to fix things like parking lots and as well as regular upkeep of the Port lands. Commissioner Lottis also declared an actual conflict in the matter of a moratorium asked if the Firm hired for the SBP recommended a moratorium if at that point the Board could vote on it without having a conflict issue. McNair explained that a recommendation does not change that there is three commissioners with an actual conflict. Walker asked Collins to check with the State Ethics Commission and find out how a group/class is define to determine if a vote can be made. Colleen Combs addressed the Board by saying that one of the three with actual conflicts should step down and resign so the Port can get someone in that can vote. The meeting then went into Commissioner Lottis reporting on the Ports SBP. Lottis started by saying he had talked to people in the community that use the Port and reported his findings. No. 1) Wind Breaks, 2) More Garbage Cans, 3) Dog Stations, 4) More improvement on the pathway, fixing the root bumps. 5) Security gates down to the docks. McNair commented that he reported on the possibility of expanding the parking area over by the fish cleaning station by cutting out the curve.

*NEW BUSINESS:*

There was no new business

*APPROVAL OF MINUTES:*

Minutes could not be approved by the attending Board Members for either the October 17<sup>th</sup> or the November 21<sup>st</sup> meeting and will be put on January 16th Agenda.

*ACCOUNTS PAYABLE:*

**MOTION: To accept accounts payable for November 20, 2013.** Motion made by McNair and seconded by Riddle. Motion passed by a vote of 4 for, 0 against. Commissioner Harshman was absent.

**MOTION: To accept accounts payable for December 5, 2013** Motion made by Walker and seconded by McNair. Motion passed by a vote of 4 for, 0 against. Commissioner Harshman was absent.

*ACCOUNTS RECEIVABLE:*

No comments

*BUDGET REPORT:*

Jeff Kemp went through the budget report with the Board. Kemp was asked by the Board if the Audit would be completed by the end of the year and Kemp responded by stating with the fact that the Port has to have the special Audit because of the amount of the Grant money that there would be an extension filed to give time for the second look at the Audit. Collins reported that she was called by the Auditor today and that they were sending 3 copies of the extension for her to sign. Collins also informed the Board that she had gotten an extension of the Auditor's contract for the additional work required for the Grants and that it would not exceed \$4000.00.

*MANAGER'S REPORT:*

Collins told the Board she met with the Corps last Thursday and they reported that we were on the schedule for 9 days of dredging in June as long as the State comes through with funding. Collins asked the Board if they noticed and liked the new Port signs were up and looked great!! Collins said

that she had billed FAA for \$44,101.00 which should be close to the last billing from the taxiway. Collins informed the Board of problems with the new REIL's at the airport. The company they were purchased from has sent down some temporary REIL's to replace the new ones that have been taken out and returned to the manufacturer for repair or replacement. Once they are returned the temporary REIL's will go to the north end and they will be sent off for repair or replacement. The new REIL's have been leaking and have rust on several bad welds that needed addressed. Collins told the Board that she had been approached by a an employee of Rogue Federal Credit Union in regards to participating in a Living Local Program that helps businesses get their name out by advertising by way of offering a discount, example; 10% off tiedown or stay two nights and receive  $\frac{1}{2}$  off the second nights tiedown. Also Collins said she was approached by a gentleman from Bandon named Troy Russell about wanting to start a "non profit" tourist business for bike, paddle board, kayak, etc rentals and wondered about a cheap or inexpensive place to put a rental pod or small building. He told her that he was just starting to look into the idea and wanted to see what Ports would be interested and that so far he has had a good response. Collins reported that she will be going to a meeting with the South Coast Ports Coalition on permitting with Jeff Griffin in January and also she will be attending a South Coast Ports Meeting in January to go over the IGA.

*COMMISSIONER'S COMMENTS:*

Riddle had no comments. Lottis had no comments. McNair asked Collins if the permit for fill removal is still active with DSL and the Corps. Collins reported that the DSL permit was active but there is not one from the Corps that she knew of. McNair asked Collins to check with the Corps and also check the dates to see if they correspond. McNair spoke of adding to the Core Task List a light weight vinyl hose and light weight nozzle on the airport fuel tank saying that the current hose is heavy and dirty and very hard to use. McNair also said that putting a Duel Water System in at Huntley Park for watering could be done he has learned. Lastly McNair said the Port Office needs a new heater!!

*AUDIENCE COMMENTS:*

There were no audience comments and Walker called a break at 7:32 before going into executive session.

*EXECUTIVE SESSION:* President Walker excused the audience under ORS 192.660(2)(i) at 7:40.

The Board went back to regular session at 8:10. **MOTION: To increase Manager Collins salary 5% retro to July 1, 2013, putting her salary at \$42,000.00.** Motion made by McNair and seconded by Riddle. Motion was passed by a vote of 4 for and 0 against. Commissioner Harshman was absent.

Collins informed the Board that she was giving employees a Christmas Bonus and asked the Board if they wanted to give Laurie Herrera one also. McNair asked what the other employees were given and Collins explained. **MOTION: To give Laurie Herrera a \$100.00 Christmas Bonus.** Motion made by McNair and seconded by Lottis. Motion was passed by a vote of 4 for and 0 against. Commissioner Harshman was absent. McNair then spoke to the Board about giving Manager Collins a Christmas Bonus. **MOTION: To give Collins a \$250.00 Christmas Bonus.** Motion made by McNair and seconded by Riddle. Motion was passed by a vote of 4 for and 0 against. Commissioner Harshman was absent.

*ADJOURN:*

**MOTION: To adjourn** made by McNair and seconded by Lottis. Motion was passed by a vote of 4 for and 0 against; at 8:28PM. (Commissioner Harshman was absent)