



**APPROVED 2/19/19**

**MINUTES**

**BOARD OF COMMISSIONERS**

**SPECIAL MEETING**

**THURSDAY, DECEMBER 6, 2018 @ 12:30 P.M.**

**POTB MAIN OFFICE – CONFERENCE ROOM**

**4000 Blimp Boulevard, Tillamook, Oregon 97141**

1. Call to Order: Jack Mulder @ 12:29 p.m.  
Recognition of Persons Present: Commissioners Carolyn Decker; Jim Young; Jack Mulder; Bob Olsen and Gerry Opdahl  
Port Staff: General Manager Michele Bradley; Pami Boomer; Mike Christie and Margaret Amick  
Mary McArthur, Columbia-Pacific Economic Development  
Public: Gus Meyer – Port Taxpayer
2. Public Comment – Gus wished everyone a “Joyous and Merry Christmas and a Happy, Prosperous New Year!”
3. Discussion and Consideration of Five-Year Water Rate Increase – Mike Christie – POTB Utility Supervisor. This spring is the end of the three-year schedule that previously set the water rate increases. Mike has put together a five-year water rate analysis sheet that is based on the rates charged by the City and the cost to the Port to distribute it to the tenants. It has 4 options for the board to choose from and for the Port to base its rates and increases on for the coming 5 years. Michele is still trying to negotiate with the City for water rates comparable to in-city commercial rates and the Board reached a consensus to delay choosing an option until receiving a response from the City. The Port staff prefers option #4. The Port is still looking into the feasibility of developing the Port’s water sources as an alternative to buying from the City.
4. Discussion and Consideration of Final Draft of the 2018 Strategic Business Plan – Mary McArthur went over the additions that she incorporated into the plan from feedback during the last workshop and revised some of the wording in the document for correction and clarity. She provided the board with worksheets for different facets of the SBP (Management; Capital Improvements; Finance; and Property Management) and asked them to rank priorities in implementing the

goals listed on the sheets. The board discussed various projects and improvements to the Port that they would like to see accomplished and she

added or revised them as needed. Mary encouraged the board and Port staff to extend the Port's relationship with the general community and eventually to work toward a higher tax base. Jack suggested that the Port of Garibaldi and the Port of Tillamook Bay meet informally for the purpose of identifying and developing mutual interests and asked if that would require a public notice. It was decided that it would be better to post a notice even if not needed.

Jack excused himself from the meeting and turned over the gavel to Jim Young @ 2:30 p.m.

Mary stated her goal to make the changes to the draft by the end of December and send it to Business Oregon Port Division for review before being made available for public comment. The board reached a consensus for Mary to finish the SBP and submit it to Business Oregon.

5. If time allows, Executive Session per ORS 192.660 (2) (e) to Discuss Real Property (Railroad) – moved to the December 18, 2018 Regular Meeting.
6. Communications
  - a. Next FOTAM Meeting – Friday, December 14, 2018 @ 10:00 a.m. at the Air Museum Conference Room
  - b. Next Regular Meeting - Tuesday, December 18, 2018 @ 6:00 p.m.
  - c. If needed - Next Special Meeting – Thursday, January 3, 2019 @ 12:30 p.m.

Jim Young will be absent from the December 18 meeting.

Michele's annual review will be at the January 18, 2019 meeting.

7. Adjournment @ 2:45 p.m.