



**APPROVED 3/18/14**

**BOARD OF COMMISSIONERS  
REGULAR MONTHLY MEETING  
TUESDAY, FEBRUARY 18, 2014**

1. Call to order at 7:07 p.m.

Recognition of Persons Present - Commissioners - John Lewis; Carolyn Decker; Jim Young; Bob Olsen; Jack Mulder  
Staff - Michele Bradley; Pami Boomer; Aaron Palter; Josh Balmer  
Day CPM - Eric Eckfield  
Tillamook County - Mark Labhart; Paul Levesque  
Berkshire Hathaway - Valerie Schumann; Kristen  
Public - Gus Meyer; Alene Allen; David Yamamoto; Tilda Jones

2. Public Comment - None
3. Consent Agenda - Ms. Boomer gave an over view of the financials and graphs provided to the Board. A general discussion followed with the outcome being a consensus that the financials are on the right track. Commissioner Lewis asked that it be noted in the 2/6/14 minutes that Ms. Rachel Hagerty will no longer be with TEP. She will be an independent contractor with the County in the same capacity. **Commissioner Decker moved to accept the Consent Agenda as amended. Commissioner Olsen seconded the motion. No discussion. Motion passed (5-0).**
4. FEMA Alternate Projects - Mr. Eric Eckfield gave an brief update on the FEMA Projects. The Port is at 77% completion of the projects. He gave an update on the Digester, the FBO, Roads issues, Port Shops, Warehouses A&B, and Hoop Houses. Commissioner Mulder asked for another column of Mr. Eckfield's budget sheet, showing projects that are complete but not closed under FEMA.

5. Update on the Port's Marketing Plan, Valerie Schumann, Berkshire-Hathaway - Valerie Schumann gave an update on the ongoing marketing plan for the Port. She focused on finding someone to take over the operations of the Air Museum once the current operators contract is up. She touched on certain prospects out there that may be looking for properties such as the port for business opportunities.
6. Update on Oregon Solutions Southern Flow Corridor Project (Paul Levesque, Tillamook County Chief of Staff) - Misters Paul Levesque and Mark Labhart gave an update on the current status of the Southern Flow Corridor Project. The County presented an issue it had with a liability identified by the Port's legal counsel requiring the County to have financial assurance indemnifies the Port of any fiscal responsibility if the allocated funds are depleted or the project is not completed and funds need repaying to FEMA. A discussion followed with the understanding being that the way the agreement is written the Port will not be liable for any funds needing to be repaid.
7. ***(Continued from 2/6/14 Special Meeting)*** Discussion and Consideration of Memorandum of Agreement Between the Port of Tillamook Bay (POTB), Tillamook County (COUNTY), Tillamook Estuary Partnership (TEP) and Tillamook Bay Habitat and Estuary Improvement District (TBHEID) for the Oregon Solutions Southern Flow Corridor Project / Aaron Palter, Staff, and Paul Levesque, Tillamook County Chief of Staff **(Action Item)** - **Commissioner Mulder moved to accept the Memorandum of Agreement and Novation Agreement for the Southern Flow Corridor. Commissioner Decker seconded the motion. No discussion. Motion passed (5-0).**
8. ***(Continued from 2/6/14 Special Meeting)*** Discussion and Consideration of Novation Agreement Transferring Ownership of Tillamook County NHC Design Contract for the Oregon Solutions Southern Flow Corridor Project to the Port of Tillamook Bay / Aaron Palter, Staff, and Paul Levesque, Tillamook County Chief of Staff **(Action Item)** - Mr. Palter posed the question asking the Board if it was comfortable with the financial plan presented by Mr. Levesque. The Board responded that it would like time to review and have it on the March 6th agenda.
9. Update on Oregon Coast Scenic Railroad – Ms. Bradley gave a brief update on the current status of compliance issues with the OCSR, they are currently compliant. A discussion followed.

10. Manager's Report – February 2014 -
  - a. Special Districts - Reduce premium if the Board President signs off that the Board has adequate training. Ms. Bradley was nominated and accepted an appointment to the SDAO Board to represent Port District 3. Commissioner Olsen gave a brief update on the SDAO Conference.
  - b. IFA Grant Award – Port Planning and Marketing \$20,000 - Received official letter from the IFA for the Port Planning and Marketing Grant.
  - c. Economic Impact Study from Oregon Department of Aviation on Tillamook Airport
  - d. Thank you letter – Trask River Educational Program
  - e. Tillamook County Public Safety Chaplains Request
11. Lease Orders - **Commissioner Decker moved to approve the Lease Orders as presented. Commissioner Mulder seconded the motion. No discussion. Motion passed (4-0).**
  - a. Lease Order 14-01 The Warehouse Strength and Conditioning, LLC. Building 93, 6002 Blimp Blvd., Unit A \$1,4174.95/month. One year, plus one free month (per special) with 3% annual increase in January
  - b. Lease Order 14-02 Don and Annette Johnson, Railroad Encroachment, MP 841.8 near Minnehaha St. in Rockaway Beach. Per rate schedule - \$25 per year, plus 3% increase annually in January
  - c. Lease Order 14-03 Aaron Phillips (private) for auto shop. East end of Building 59, \$330/month + 3% annual increase in January; month to month
12. Executive Session per ORS 192.660 (2)(e) to discuss Real Property Transactions (if needed)
13. Communications
  - a. Next Special Meeting: TBD
  - b. Next Regular Meeting: 03/18/14 at 6:00 p.m.
14. Commissioner Comments - None
15. Adjournment at 9:33 p.m.