

Port of Bandon  
Budget Committee Hearing &  
Regular Commission Meeting  
April 28, 2022 5:00pm  
Bandon Public Library  
Bandon, OR

Commissioners Present: Wayne Butler, Reg Pullen, Donny Goddard, Rick Goche and Rod Taylor via Zoom  
Budget Committee Present: Roger Straus, Don Starbuck, Bob Wirsing, Wade Lester  
Staff: Jeff Griffin - Port Manager, Josh Adamson - Project Manager, Kathy Reed – Finance Director

Guests: John Towne, Lori Osborne, Eileen Quinn

Commissioner Pullen opened the meeting at 5:00pm

Jeff added two items to the agenda. An indemnification agreement between the Port and the Port of Bandon Economic Development Fund and a motion to extend the reserve fund.

Commissioner Pullen asked for a motion to approve the consent calendar. **A motion was made by Commissioner Butler. Motion was seconded by Commissioner Goddard. Motion passes unanimously.**

Resolution 2022-01 Authorizing Jeff to sign a loan agreement from the Port Revolving Loan Fund from Business Oregon was presented. **A motion was made by Commissioner Goche to approve and adopt Resolution 2022-01. Motion seconded by Commissioner Taylor. Motion passes unanimously.**

Jeff presented a Memorandum of Understanding (MOU) agreement between the City of Bandon and the Port for the City's use of Port owned Elmira and First St lot for 10 years in exchange for \$75,000 from the City of Bandon's Urban Renewal Fund to develop the parking lot located at the Bandon Fisheries Building. **Commissioner Taylor made a motion to move and approve the MOU as presented. Commissioner Goche seconded. Motion passes unanimously.**

HGE has submitted a contract detailing a fee schedule for design concept work for the new Port admin building and transient boater facilities. Jeff would like to use Port funds to cover the contract. Contract is over Port Managers allowed amount to sign without Commission approval. **A motion was made by Commissioner Goche authorizing Jeff to sign the contract with HGE. Motion seconded by Commissioner Taylor. Motion passes unanimously.**

By Oregon law, every 10 years the Port of Bandon needs approval by Commissioners to extend the reserve fund. **A motion was made by Commissioner Butler to approve the 10 year authorization plan for the extension of the reserve fund. Motion was seconded by Commissioner Goche. Motion passes unanimously.**

Commissioner Pullen opened the Budget Committee Hearing. **Commissioner Goddard made a motion to appoint Roger Strauss, Don Starbuck, Wade Lester and Bob Wirsing to the Budget Committee. Motion was seconded Commissioner Goche. Motion passes unanimously. The Budget Committee by unanimous vote appointed Roger Straus as Chair for the Budget Committee.**

Kathy read the budget message. Jeff thanked Kathy Reed for help in preparing the budget. Roger asked if there were any questions. Committee Member Wirsing asked about the duplication of \$750,000 funds. Jeff clarified. Committee member Wirsing and Chair Straus had questions on inflation and consulting fees increased. Public comment was invited. Eileen Quinn asked about marketing budget for the Farmers Market. With no further public comment the meeting was closed to public comment.

**Commissioner Taylor made a motion that the Budget Committee for the Port of Bandon approve the budget as presented for the 2022-2023 fiscal year. Committee Member Wirsing seconded. Motion passes unanimously.**

**Committee Member Starbuck made a motion that the Budget Committee for the Port of Bandon approve property taxes for the 2022-2023 fiscal year at the rate of \$0.3249 per \$1,000 of assessed value for the permanent rate levy. Commissioner Goche seconded. Motion passes unanimously.**

Commissioner Pullen closed the Budget Committee Hearing, thanked Budget Committee Members, and continued with Regular Meeting Agenda.

An Indemnification Agreement between the Port of Bandon and the Port of Bandon Economic Development Fund was presented. **A motion was made by Commissioner Goche to approve and sign the agreement. Motion was seconded by Commissioner Goddard. Motion passes unanimously.**

Jeff described a property adjacent to the Coquille Valley Enterprise Zone asking for a boundary amendment. All interested parties in the zone have been notified. Approval from all parties is needed. Commissioners Taylor and Goche had additional questions pertaining to the parties interest and it's effects on the interested parties. The item has been tabled for next meeting.

Jeff requested the liveaboard policy be reviewed and amended giving special consideration to transients who may get stranded here during weather or mechanical failures. There is no specific recommendation on allowance yet. Any changes to the Moorage Agreement would have to be made by resolution or ordinance. Staff will draft a recommendation to present at next meeting.

An update to the offshore wind project was detailed with two handouts informing of a community town hall to be held at the Mill Casino in Coos bay on Wednesday May 4<sup>th</sup>. Commissioner Goche recommended that the Port should take no official position on the matter but positions can be made as individuals.

The FY2022 BIG Tier 2 Funding award Summary was discussed. The Oregon State Marine Board will partner with the Port of Bandon to construct 120 feet of dockage and 12 slips. Federal funds requested were \$704,783 with Non-Federal matching of \$602,000, totaling \$1,306,783.

Sarah Gregory, Umpqua Watershed District Manager, Oregon Department of Fish and Wildlife on behalf of Director Curt Melcher sent a response letter to the Port's ask of releasing more smolts into the Coquille River. There was no specific answer to the question in the letter but thanks of suggestions and future correspondence.

#### Staff Report

Staff is considering naming the new ADA pier, no suggestions yet. Grand opening will be soon.

Josh gave a report on the first month of the Farmers Market.

A tiger rockfish sculpted by Washed Ashore has a permanent home in the SE corner of the Bandon Fisheries Building parking lot. The name will be decided by local High School students and a ribbon cutting ceremony will be Wednesday May 4<sup>th</sup>.

Public Comment: Eileen detailed concerns about the current marketing efforts and future of the market. Commissioner Taylor asked about the marketing efforts currently being made and asked Eileen to contact him.

Committee member Straus advised to heavily publicize the ADA ramp.

Commissioner Pullen adjourned the meeting at 6:36pm.

John Towne via Zoom was able to speak publicly commenting on staff member kyle and asking about high dock parking if an admin building was to be built.

Respectfully submitted,

Joshua Adamson