PORT OF PORT ORFORD  
*Regular Board Meeting*  
Tuesday, November 17, 2020 @ 6:00 P.M. via Zoom

1. **Call to Order** by Commission Chair Aaron Ashdown @ 6:04 P.M.
   a. **Roll Call**
      Commissioners:
      Leila Thompson (LT), Tom Calvanese (TC), Dave Bassett (DB), Brett Webb (BW), Aaron Ashdown (AA)
      Staff, Contractors and Guests:
      Pat Cox, Port Manager (PC), Shannon Souza, Redevelopment Project Manager (SS),
      State Representative, David Brock Smith (DBS)
   b. **Declaration of Potential Conflicts of Interest**
      TC works for OSU which is an entity that has an interest in becoming a tenant of the Port.
      BW is a commercial user of the Port.
      AA is commercial fisherman who sells to buyers with an interest in the project.

2. **Public Comment:** None

3. **Approval of Minutes:** None to approve until the next regularly scheduled Board meeting.

4. **Manager’s Report**
   PC confirmed that the Port Covid restrictions are being dealt with according to State mandates.
   Office closed to the public. Restrooms will remain open. Limited spacing in the RV parking lot.
   Does not want to give financials with inaccurate information. Issue being worked on.
   Zoning Conversation. Working on operating procedures. Gorse was treated. Touch up paint and work
   to pedestal on 25 Ton crane. Control wire that went from power room to the 25 Ton complete.

5. **Unfinished Business**
   a. **Brief Review of Redevelopment Project Milestones given by TC.**
   b. **Redevelopment Funding Strategy**
      Preliminary Report required for EDA grant proposal. 3 project elements:
      1. Slope Stability Mitigation
      2. Seawater System Design and Construction
      3. Seafood Hub Design and Construction
      TC suggested a Redevelopment Committee Meeting to review EDA proposal with previous
      consultants to help move forward.
      DB commented that FEMA maps are notoriously inaccurate at initial stage and we don’t
      have sound information from the FEMA maps. DB suggested a letter of map amendment.
      BW asked if an updated map would render the agreed upon building site as unbuildable. DB
      didn’t know.
      SS said the preferred building site has some challenges. It can be designed to accommodate
      those challenges, but we don’t have the necessary geological information to do that. Need
      to refresh funding agreements as EDA is looking for strength and commitment from the State
      and what the contingencies might be that are associated with their funding. Executive
      summary requested by Business Oregon. Targeting funding sources, have scope for updated
      funding request and planning scope for full Federal funding ask. SS asked that the
      Commission approve the updated funding strategy.
      TC moved to approve the updated funding strategy in the interest of getting back to the
      necessary funders. LT seconded.
Discussion:
AA clarified with SS that she has documented notes pertaining to the mentioned adjustments in the wording discussed as well as potential things with RIF and SHS. With the adjustments mentioned, AA called for vote.

Geotechnical Services RFP
Preliminary engineering report discussed. SS recommends expansion of the scope. Wants new boring samples. Based on existing borings that were from the preferred site location, they only went around 31-32 feet. Recommendation came back to do two borings, go down a full 40 feet and then make sure we get the additional 5 feet of core. Then they can analyze the level of liquefaction that is expected during any type of seismic event and then they can design around it. This was the recommendation given that could result in some data that would be the basis for a structural foundational design. We want an RFP that would include cost of slope stability assessment. Regarding site planning funding, we cannot ask for an accurate bid with no idea what we are designing around. Need the reconnaissance to know what we are dealing with then at that point, we will have the budget for computing the design for how to mitigate the slope stability which will be incorporated into the site plan.

Commission discussion. Based on all the feedback, SS will update the narrative as well as the task numbering to uphold the initial priority order of slope stability and initial information for preferred Seafood Hub and then the Board can review it and decide at the next Board Meeting scheduled December 8. AA suggested a special meeting for this if it needs to come sooner. Will look at tabling any motion to approve this until a later time.

TC brought up the contentious issue regarding siting of the project. Pointed out that the Commission has deliberated on this and has made a choice and that choice needs to be respected by all the Commissioners. Any kind of influencing of the process by minority opinion is not appropriate. LT learned that pictures were shared of an alternative site design that has not been agreed upon by the Commission. LT stated an individual commissioner does not have the legal status to act on behalf of the entire commission. When we see plans for an alternative building site has been shown to a design charrette, it is concerning and can’t continue.

SS clarified the need for additional geohazard work is coming from her. When EDA receives our application, they will look through the preliminary engineering report and all the geology we know about the site and have some serious questions and concerns about the building site that has been selected. To address those concerns, the RFP should be expanded to get additional information about the preferred location in addition to the slope stability analysis. The expansion to look at other locations while they are already mobilized was her recommendation.

DBS shared there is funding that will be released from the state if the EDA funding is there.

Resolution 2020-10 Concerning City of Port Orford Zoning/proposed changes to building height.
PC planning committee meeting held. Recommendation was not to move forward with the zoning change. City Council makes the final call. Pat submitted a letter stating the Port’s stand. Even if the height restriction did go into effect, the Port would have an exemption on all fixtures. Actual building height not clarified yet.

BW moved to write a letter in opposition to zone changing for the Port of Port Orford. TC seconded.
Discussion:
TC referred to the Chapter 17.12.060 Marine Activity Zone 7 MA of the Port Orford Municipal Code. Wants to be clear that what we appose is making any changes to that zone concerning building height.
AA rather then a resolution, be specific in a letter.

6. New Business
   a. Resolution 2020-8 Notice of Designation of Special District Registered Office/Agent
      BW moved to approve; LT seconded. Discussion: None.
   b. Resolution 2020-9 Open Checking Account at Umpqua for Capital Projects Fund
      TC moved to approve Resolution 2020-9, LT seconded, Discussion: None.

8. Executive Session – None
9. Commissioner Concerns – None
10. Correspondence – None
11. Future Agenda Items – another refined RFP on Geo
      BW suggested different date of regularly scheduled meeting due to possible crab opener.
      Agreed. Next Regular Board Meeting 12/8/20
12. Adjourn – 9:12 p.m.