*An audio recording and transcript was made of these proceedings. The recording and full commission agenda is available on the Ports website: www.portofbrookingsharbor.com and the transcript is available only by request at the Port Office.*

**PORT OF BROOKINGS HARBOR**

**Board of Commissioners**

**Event Committee Meeting Agenda**

Previous Port Office

16340 Lower Harbor Rd Suite 103

Harbor OR 97415

**Monday, September 17, 2018 ● 7:00 pm**

Commissioners present: Position 1, Secretary Joe Speir, Position 4, Vice President Richard Heap. Also present were, Danielle Shepard, Administrative Assistant, and members of the public Barbara Ciaramella and Rick Wolbar.

1. **Call to Order,** **Pledge of Allegiance, and Roll Call:**

Heap called the meeting to order at 7:12 pm. The board and audience stated the pledge of allegiance.

Heap mentioned that Bruce Ellis and Mike Frederick were invited but were not present.

1. **Election of Officers:**

Nothing at this time.

1. **Approval of Agenda:**
2. **Agenda Related Public Comments:**

No agenda related public comments.

1. **New Business:**
2. Events at the Port:

Heap wanted to have an abbreviated meeting since several people didn’t show up.

Heap explained that we wanted to this meeting to discuss special events, that includes some of the issues that the port has to deal with special events, revising the application, then just begin some general discussion with the event sponsors as to what the port can do to respond to their needs.

Heap explained that though some investigating the parking lot at the boat ramp in funded by sport fish restoration dollars, meaning there can be no activities in that facility that interfere with fishermen.

Heap also explained that going forward Harbor Sanitary District now requires that every sanitation can, porta-potty, must have a permit through Harbor Sanitary.

Ciaramella mentioned that parking for merchant holders is very difficult. Wolfar agreed that parking is the biggest issue during events. Ciaramella believes that each event should model the Kite Festival, in regards to parking.

Ciaramella mentioned the TOT Tax and how important it is to bring that to our community.

It was suggested that everyone take a look at the application and bring it back with any tweaks and ideas.

1. **Non-Agenda Related Public Comments:**

No non-agenda related public comments.

1. **Adjournment:**

Heap adjourned the meeting at 8:00 p.m.

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President

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Secretary

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

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