Port of Brookings Harbor / Regular Meeting

September 15, 2015

September 15, 2015

1. CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Port of Brookings Harbor Board of Commissioners was held on September 15th, 2015 in the Best Western Beachfront Inn meeting room, Harbor, Oregon. Chairman Roy Davis called the meeting to order at 7:00pm. Other Commissioners present were Sue Gold, Roger Thompson, Mike Manning, and Tim Patterson. Also present was Executive Director Ted Fitzgerald.

1. APPROVAL OF AGENDA

Vice Chair moved to approve the agenda as amended, seconded by Comm. Thompson, Voting yes: Unanimous

1. APPROVAL OF MINUTES
	1. Regular Meeting – August 18th, 2015

Comm. Thompson moved to approve the minutes as written, seconded by Vice Chair Gold. Voting Yes: Comm. Thompson, Vice Chair Gold, Chairman Davis, and Comm. Manning. Abstain: Comm. Patterson

4. OPERATIONAL AND FINANCIAL REVIEW

 Director Ted Fitzgerald reported that for August revenues from operations were $283,792. Normal expenses were $260,666. The two categories together after property tax revenue, grant expense and debt service resulted in a net operating profit of $10,376.

Marina/moorage revenues came in at $29,224.

RV Park revenue was $96,654.

Fuel sales were $99,940.

Cold storage revenues were $1,679.

Yard activity revenue was $4,465.

Port of Brookings Harbor / Regular Meeting

September 15, 2015

Rental revenue was $20,180.

The ice plant generated $29,351.

Repair and maintenance expenses were $35,889.

Fuel purchased for resale was $77,821.

Utility expenses were $38,774.

Office expense was $17,780.

August saw a successful Pirate Festival and steady sport fishing, although salmon remained elusive. Preparations were made for the Slam’n Salmon Derby, and better hours of operation for the new market at the RV Park.

The fencing construction portion of the RV Park rehabilitation was completed, and the Park enjoyed substantially improved numbers over previous years.

You may note that a concrete apron was poured near Kathy’s Corner market to address a potential tripping issue.

Substantial dock work was competed in the sport basin, and initial repairs on the commercial side were begun.

Ice sales continued strong thanks to shrimp season, and fuel sales remained steady. Falling fuel prices have contributed to increased activity in some port-related activities.

Our accountants have reconciled all of our current books and are preparing last year’s numbers for the auditor.

We have been experiencing substantial theft and vandalism in our public restrooms, and are being forced to consider night-time closures to address these issues. Additional security cameras have been installed around the port.

I recently attended a meeting of regulators and coastal ports convened by US Senator Merckley to look at streamlining the permitting process for in-water and related activities carried out by all of the ports. The goal is to take some or all of these activities and combine their authorization into one regional general permit which could substantially reduce cost and time constraints for these small ports

Port of Brookings Harbor / Regular Meeting

September 15, 2015

with limited resources. Due to this previous conflict, the workshop discussed in the last meeting was cancelled.

I spoke to Sue Gold about her research into the local hospital issue, and request that she discuss it as part of her commissioner’s report.

As of today’s date the Appraisers should have all of the information needed to complete the appraisal so we may go forward with exploring re-financing as a partial solution to the port’s long-term financial situation.

Quarterly Forecast and Plan

For the second fiscal quarter beginning in October we have prioritized our previously circulated project list for your review. Our prioritization is influenced by a) our present financial condition combined with our own economic forecast, b) weather constraints and other limiting factors such as emergencies and emerging repair issues, c) staffing limitations, and d) relevance of each project to the port’s continued productivity and progress in relation to the adopted Strategic Plan.

Vice Chair Gold moved to approve the Financial and Manager’s Reports. Comm. Manning seconded. Voting Yes: Unanimous.

5. PUBLIC COMMENTS

Mike Frederick (Chetco Brewery) – Wants the board to establish policies regarding events and vendors. Sent the Commissioners a letter and attempted to set up a meeting with the board, circumventing regular channels, in an attempt to get the board to set policy on an operational matter.

Lois Graves – Voiced concern about the Tidewinds buildings matter and the removal of the temporary businesses they were housing.

Connie Hunter – Discussed future plans for the Green Building.

Alyssa Babin – Voiced concern over the handling of Zola’s music, and how there should have been more public input from both sides before a decision was made.

Dave Ferris – Wants to work out something for brewers and future events.

Port of Brookings Harbor / Regular Meeting

September 15, 2015

6. DISCUSSION/ACTION ITEMS

Travelift Lease was discussed at length. Comm. Thompson moved that Executive Director Fitzgerald investigate lease rates on a 100 ton lift. Vice Chair Gold seconded. Voting Yes: Unanimous

Resolution 447: Resolution Adopting Board Duties and Responsibilities was tabled to the next meeting. Comm. Patterson moved to table until the following meeting. Comm. Manning seconded. Voting Yes: Unanimous

Chetco Indian Memorial Letter of Support. Chairman Davis made a motion to provide a letter of support, support volunteers working on the project as long as insurance requirements are satisfied, and not provide any further funds to the project as the port has already provided the land. Seconded by Comm. Thompson. Voting Yes: Unanimous

7. COMMISSIONERS REPORT

Comm. Thompson – Thanked Port Staff for their efforts in regards to Slam’n Salmon. Said they did a good job and the event was incredibly smooth.

Executive Director Fitzgerald thanked Comm. Thompson for his efforts and support in being Head Chef for the Slam’n Salmon Derby. He also thanked Comm. Manning for being integral in finding and providing the salmon for the barbeque.

 Vice Chair Gold – Made an extensive report on the facts regarding the Curry Health District’s proposed annexation of Southern Curry County, including Brookings, Harbor, and the Port District as a whole. Her fact packet is available separately.

 Comm. Manning – Said he has heard from numerous sources that the Slam’n Salmon Ocean Derby 2015 was the best it has been in the history of the event, and that he was proud to be a part of the event.

Comm. Patterson – Would like email notifications of meeting and packets. Office Manager Jeremy Galvez was directed by Executive Director Fitzgerald to email packets and meeting reminders in the future. Also had questions about the planning workshop he wanted implemented.

Chairman Davis – No Comments

Port of Brookings Harbor / Regular Meeting

September 15, 2015

8. ADJOURNMENT

 The meeting was unanimously adjourned at 8:31 p.m.

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