

PORT OF BROOKINGS HARBOR

Board of Commissioners

Regular Meeting Agenda

Harbor Fire / Harbor Water District

Conference Room

98069 W Benham Lane

Harbor OR 97415

Tuesday, July 17, 2018 • 6:00 pm

Agenda

1. **Call to Order, Pledge of Allegiance, and Roll Call**
2. **Election of Officers**
3. **Approval of Agenda**
4. **Agenda Related Public Comments ***
5. **Minutes to be accepted**
 - a. Tuesday, January 30, 2018, Special Meeting
 - b. Tuesday, February 6, 2018, Special Meeting
 - c. Tuesday, February 20, 2018, Regular Meeting
 - d. Tuesday, March 6, 2018, Special Meeting
 - e. Tuesday, March 12, 2018, Special Meeting
 - f. Tuesday, March 20, 2018, Regular Meeting
 - g. Friday, April 6, 2018, Special Meeting
 - h. Tuesday, April 17, 2018, Regular Meeting
 - i. Monday, April 23, 2018, Special Meeting
 - j. Friday, May 4, 2018, Special Meeting
 - k. Tuesday, May 15, 2018, Regular Meeting
6. **Financial Review**
7. **Managers Report & Operational Report**
8. **Old Business**
 - a. Enterprise Zone by Tracey Loomis
 - b. Richard Heaps Report Re: Marine Board
 - c. Events at the Port
9. **Executive Session ORS 192.660 (2)(e) and ORS 192.660 (2)(h)**
 - e. To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
 - h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.
10. **New Business**
 - a. Interim Manager Agreement
11. **Commissioners Report**
12. **Non-Agenda Related Public Comments ***
13. **Adjournment**

* Limited to a maximum of three minutes per person. A “Public Comment Request”, located near the entrance, must be completed and turned into the President prior to the beginning of the meeting.

FULL MEETING PACKET AVAILABLE AT www.portofbrookingsharbor.com

This Institution is an Equal Opportunity Provider.



Danielle Shepard <moorage@portofbrookingsharbor.com>

Re: Election of officers at July meeting

1 message

Kathy Lindley Hall <kathy@portofbrookingsharbor.com>
To: Danielle Shepard <moorage@portofbrookingsharbor.com>

Thu, Jul 12, 2018 at 4:01 PM

for July packet

Kathy Lindley Hall
Interim Port Manager
Port of Brookings Harbor
Kathy@portofbrookingsharbor.com

On Thu, Jul 12, 2018 at 9:57 AM, Richard Heap <richard@portofbrookingsharbor.com> wrote:
You do. R

Sent from my iPhone

On Jul 12, 2018, at 8:54 AM, Kathy Lindley Hall <kathy@portofbrookingsharbor.com> wrote:

Do I have your permission to use this email as documentation that even though you are out of town you are willing to be elected?

Kathy Lindley Hall
Interim Port Manager
Port of Brookings Harbor
Kathy@portofbrookingsharbor.com

On Thu, Jul 12, 2018 at 8:42 AM, Richard Heap <richard@portofbrookingsharbor.com> wrote:
I have talked with Ken and Roy. I'm sure Roy has discussed it with Joe. Tried to find Wes, but couldn't. I assured Roy that I wasn't trying to take over or bring an agenda of my own (sensitive about the former Commission issues). Roy had mentioned when I first talked to him that he wanting to step out of the President role and be a Commissioner.

Richard

Sent from my iPad

On Jul 12, 2018, at 8:27 AM, Kathy Lindley Hall <kathy@portofbrookingsharbor.com> wrote:

Richard,

Do all the other commissioners know you are willing to be Chairman?

Kathy Lindley Hall
Interim Port Manager
Port of Brookings Harbor
Kathy@portofbrookingsharbor.com

Port of Brookings Harbor Board of Commissioners
Commissioners Meeting Minutes
Tuesday, January 30, 2018 6:00 pm
Previous Port Office: 16330 Lower Harbor Rd, Brookings OR 97415

1. **Call to Order and Roll Call:**

President Christian called the meeting to order at 6:00 pm.

Commissioners Present: Position 1 Secretary Andy Martin, Position 2 Treasurer Roger Thompson, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian.

Staff Present: Foreman Travis Webster and Operations Brent Ferguson.

2. **Approval of Agenda:**

*Vice Pres. Barbas made a motion to approve the agenda as written.
Seconded by Sec. Martin. Voting yes: unanimous.*

*Pres. Christian made a motion to amend the agenda and remove Interim
Manager under New Business.*

*Vice Pres. Barbas amended him motion to remove interim manager.
Seconded by Sec. Martin. Voting yes: unanimous.*

3. **Agenda Related Public Comments:**

No agenda related public comments.

4. **Approval of Minutes:**

a. **Special Meeting – Wednesday, December 13, 2017:**

*Vice Pres. Barbas made a motion approve the minutes as written.
Seconded by Treas. Thompson. Voting yes: unanimous.*

b. **Regular Meeting – Tuesday, December 19, 2017:**

Vice Pres. Barbas made a motion approve the minutes as written.

Vice Pres. Barbas realized that there was a typographical error with one of the motions.

Vice Pres. Barbas withdrew his motion

Pres. Christian suggested to table until the next meeting.

c. **Special Meeting – Wednesday, December 27, 2017:**

*Vice Pres. Barbas made a motion approve the minutes as written.
Seconded by Treas. Thompson. Voting yes: unanimous.*

d. **Special Meeting – Friday, December 29, 2017:**

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*Vice Pres. Barbas made a motion approve the minutes as written.
Seconded by Treas. Thompson. Voting yes: unanimous.*

5. Financial Report:

Vice Pres. Barbas had a question about a journal entry correction and now its showing up in accounts receivable, it's not clear how it transpired.

Mr. Webster informed him that he will need some time before answering that question.

6. Operational Report:

Mr. Webster read his operational report to the board and public.

7. Old Business:

a. Sale of 14" Dredge Pipe:

Mr. Webster informed the board that someone is interested in the pipe and wanted to make sure it was still okay to proceed in selling it.

Treas. Thompson made a motion to allow Mr. Webster to negotiate the sale of the 14-inch dredge pipe, \$5.00 a foot for 7,000 feet, and less for 3,000 feet. Seconded by Comm. Davis. Voting yes: unanimous.

b. Telehandler:

Pres. Christian informed the board that she has been in contact with Umpqua bank and they had some concerns regarding our final audit report, and they wanted some bio's. If for some reason this loan doesn't go through, we do have a backup plan.

Pres. Christian warned the board that they will need to authorize a signer.

Vice Pres. Barbas made a motion to authorize Treasure Thompson to sign off on whichever loan we decide to go with, M2 or Umpqua, for the telehandler. Seconded by Sec. Martin. Voting yes: unanimous.

c. RV Park Restrooms:

Sec. Martin informed the board that he had talked to Kelly with Harbor Sanitary and about every year we get a storm with swells that overwhelm the parking lot and the restrooms with salt water, sand, and driftwood.

Mr. Webster did let the board know that automatic door closers were placed on the bathroom doors Friday.

Sec. Martin was warned that if water and sand continue to get into the system, Harbor Sanitary District could impose a 10-day warning, which would entitle them to shutting the system down.

Sec. Martin made a motion to lock the restroom doors during high surf advisories issued by the National Weather Service.

Mr. Webster had concern for our RV Park guests and having the restroom closed.

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Treas. Thompson doesn't believe you have to have a restroom in a full hookup RV Park, but the board wanted clarification before proceeding.

Sec. Martin withdrew his motion.

8. **New Business:**

a. **Interim Manager:**

Refer to item number 2, approval of agenda.

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

David Castellanos: informed the board that he has been a moorage holder for 5 years now and apparently somehow lost his slip. The board encouraged Mr. Castellanos to go to the Port Office and speak with Mr. Webster.

Doug Lewis: informed the board that while looking at the size of the Port compared to the number of staff, its pretty unrealistic, and an overload on personnel. Thinks we need to really watch where we spend the few dollars that we have available on. Suggested to get a few more employees in the office and definitely out in the field. Encouraged the board to protect the good workers that we have and get them a few more people to help them out so we can get some of the stuff done.

Drew: Mr. Thompson questioned the concrete testing's, but in your contract documents it should detail who your inspector record is, when testing is to be done, and who your tester is. And if the terms and obligations are not being met, then you should be able to buy a legal recourse. Asked the board where in your contract documents, you have an inspector record and where that documentation should be coming to. Should it be coming to this board or it should be coming to the port staff? Where is that?

Tom Beene: there's been comments made by this board, that there are cosmetic problems with the dock. That dock is not a new car. It's an industrial entity. And just to say that there's problems with the dock, not say exactly what the problem is, just leaves innuendos, like is what is being posted on social media, editorials to the paper and such. So, this stuff just coming up, even from people out here, that are not on the board, then it's just saying, "Well, this is wrong. This is right." Tell me. What's wrong with it? What's right with it? And if you can't do that, then you just need not say anything.

No other non-agenda related public comments.

10. **Commissioners Report**

Treas. Thompson congratulate Mr. Webster and his crew on the good job they are doing.

Vice Pres. Barbas asked the board to talk about the system development charges credits that we have at the next meeting, Pres. Christian agreed. Would like to figure out who is going to the SDAO conference, which Treas. Thompson is attending. There's been three cores taken that have shown that the dock is of adequate thickness and then we received some results on testing on the dock. Thinks we will evaluate that and move forward. Currently doesn't think there's any evidence to say that there's anything wrong with that dock.

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No other commissioner reports.

11. **Adjournment:**

The meeting was adjourned at 6:42 p.m.

Port Commissioner

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Port of Brookings Harbor Board of Commissioners
Commissioners Meeting Minutes
Tuesday, February 6, 2018 6:00 pm
Previous Port Office: 16330 Lower Harbor Rd, Brookings OR 97415

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

President Christian called the meeting to order at 6:00 pm.

The board and audience stated the pledge of allegiance.

Commissioners Present: Position 2 Treasurer Roger Thompson, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian. Position 1 Secretary Andy Martin and Position 3 Commissioner Roy Davis were absent.

Staff Present: Foreman Travis Webster, Administrative Assistant Danielle Shepard, and Attorney Jim Coffey by phone.

2. **Approval of Agenda:**

VP Barbas proposed two agenda amendments. One, to add an executive session to discuss the rights and duties of a body, with regard to litigation likely to be filed, or that's been filed. Proposed that it be added after the public comments.

Pres. Christian amended VP Barbas motion and would like the executive session to be after the approval of minutes.

VP Barbas withdrew his motion.

VP Barbas made a motion to add an executive session to move number nine, non-agenda related public comments, up and combine it into three, so we just have one public comment session. Then add the executive session immediately after, between four and five. The other item I'd like to add-- we approved the invitation to bid for the launch dock replacement. It had the sample contract in it, and the process of the schedule. Seconded by Treas. Thompson. Voting yes: unanimous.

3. **Public Comments:**

Sharon Hartung: concerned about the transferring of this SDC credits to other properties rented to port occupants. The port needs to ensure that these tenants reimburse the port for these SDC credits used to improve their businesses when they are starting a new business, or they are expanding. There may come a day when the port has the ability to put a new laundromat back in the RV park and the port may not have the required SDC credits any longer or the funds available to accomplish this. So, it's just a concern I have, and I would like the board to take that into consideration.

Doug Lewis: wanted to talk about professional fees. A lot of the fees are stuff that Travis and Brent are very familiar with. Unless there are some other reason to get a third opinion that is not necessarily related to their field, is unrelated to what they are trying to do or distantly related, it just seems like you could save a lot of money by having Brent or Travis look at it. Rather than spend the money on the professional fees, because it looks to me like the port's going to be in serious financial trouble. They ran up some enormous costs particularly with attorney's fees. I don't see where these attorney's fees and second engineer's opinions are really doing the port much good particularly if there isn't even

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really a problem. These two guys are very capable of assessing mechanical issues and engineering issues.

No other public comments.

4. Approval of Minutes:

a. Regular Meeting – Tuesday, December 19, 2017:

*VP Barbas made a motion approve the Regular Meeting – Tuesday, December 19, 2017, minutes as written. Second by Treas. Thompson.
Voting yes: unanimous.*

5. Executive Session ORS 192.660 (2)(h):

h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

Board of Commissioners went into executive session at 6:17 pm.

Board of Commissioners went back into regular session at 7:00 pm.

Mr. Coffey informed the board that they have been sent an email this evening that contains the notice that you have to provide your employees about the earned income tax credit. This is in relationship to Senate Bill 398. If you have issued your employees' W2 forms already this year, just hand it to them personally.

VP Barbas informed Mr. Webster that he will forward that email to him to take care of.

Mr. Coffey also informed the board that the employment application and public record policy also need to be updated.

Mr. Coffey ended his phone call with the commission.

6. Financial Report:

Pres. Christian requested for the commission to get the receivable report again every week.

a. Submit Account to Collections:

The board was confused on if there were two vessels that needed to be written off, and if there are two different names.

Ms. Shepard tried to explain to the board that it is only one boat, Sea Chicken II, and one name that needs to be written off.

Treas. Thompson made the motion to move forward and turn it over to the collection agency.

Pres. Christian believed there was too much confusion, and would like to see some clarification on if we have seized the boat? Do we need to go get the boat? Or are we just going to put collection in word? And if the boat is then left at another Port, are they going to come after us for moorage

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fees because we've seized it? I want more clarification.

Mr. Webster informed the board that he will find more information on the vessel.

VP Barbas made a motion to continue to next week. Second by Treas. Thompson. Voting yes: unanimous.

7. Operational Report:

Mr. Webster read his operational report to the board and public.

8. Old Business:

a. Telehandler:

Pres. Christin informed the board that she has been working with Umpqua Bank, and they are giving us a loan. Kim Boom has been working with them to get them the information. It looks like we're going to have it this next week.

b. RV Park Restrooms:

Mr. Webster informed the board that we already close the bathrooms during high surfs, and in our brochure, we say that it's closed from 10:00 PM to 7:00 AM. Believes we've covered our basis of letting the guests know when they check in that they will be closed.

c. Invitation to Bid for the Launch Dock Replacement:

Treas. Thompson made a motion to award the contract to Topper Industries for the ramps.

Treas. Thompson withdrew his motion.

VP Barbas made a motion to award the contract to Topper with signature authority to temporary interim Port Manager Katherine Lindley Hall, and President Angi Christian. If we don't appoint her further down, we'll have to come back and revisit this. Second by Pres. Christian. Voting yes: unanimous.

9. New Business:

a. Interim Manager:

VP Barbas made a motion to that the Port commission accept the temporary interim manager's personnel service agreement with Katherine Lindley Hall, and authorize President Christian to sign the personnel service agreement. Seconded by Treas. Thompson. Voting yes: unanimous.

b. System Development Charges:

VP Barbas informed the board that we received a letter from Harbor Sanitary last week on the 31st. He went down and met with Kelly and got some clarification on what the letter means. As

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he understands her, the port has \$211,000 worth of system development charge credit at Sportshaven beach for taking out Fely's and the laundromat. They're giving us the ability to move that into other areas of the Port essentially as needed. And, went over with her some scenarios and some numbers.

VP Barbas suggested we might want to reserve a significant amount of our \$211,000 credit at Sportshaven to permit that sort of development in the future. This would expire in 10 years from when Fely's was raised. We have probably nine years or more to do that.

VP Barbas would like to figure out if the board is interested to figure out some way we can move some of those SDC's over from Sportshaven and use them in some way to facilitate development in the port, and get people in these spaces, and maybe recover those costs over time, or possibly into a fund that we could then purchase new SDC's when we need them or something. Has some very arbitrary numbers in my mind of maybe a tenant would pay a quarter down and pay a slightly higher lease rate down the road. We would pay the SDC's to get them started and recoup that over a 10 or 15-year period.

Pres Christian doesn't mind promoting tourism and economic development. But as far as asking if Bells & Whistles wants to expand and they want 10 years to pay us back, there's no guarantee they're going to be open in 10 years. Hopes they are, and hopes it's the same owners, but is not comfortable with that long term.

Pres Christian suggested before we do anything, would love for VP Barbas to email Mr. Coffey and get some more information of what we as a commission can do legally and do it right.

10. Commissioners Report:

Treas. Thompson: Happy about how staff handled the sinking vessel, the machine is doing a good job, glad we'll get a new one. Glad we're moving forward, we're doing okay, we're hanging together as best we can. Appreciates all the hard work that the staff put it in under the conditions they have been working under. I appreciate it all of them. Thank you.

Pres. Christian: would like to welcome Miss Hall, the staff, and her looking forward to getting her started. Get to give her keys to the kingdom tonight, storage, office keys and the beloved telephone. Proud of the staff, we need more staff.

No other commissioner reports.

11. Adjournment:

The meeting was adjourned at 7:38 p.m.

Port Commissioner

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Port of Brookings Harbor Board of Commissioners
Commissioners Meeting Minutes
Tuesday, February 20, 2018 6:00 pm
Harbor Fire / Harbor Water District, Conference Room: 98069 W Benham Lane, Harbor OR 97415

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

President Christian called the meeting to order at 6:00 pm.

The board and audience stated the pledge of allegiance.

Commissioners Present: Position 1 Secretary Andy Martin, Position 2 Treasurer Roger Thompson, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian.

Staff Present: Interim Manager Kathy Lindley Hall, Forman Travis Webster, and Administrative Assistant Danielle Shepard.

2. Approval of Agenda:

*Vice Pres. Barbas made a motion to approve the agenda as written.
Seconded by Treas. Thompson. Voting yes: unanimous*

3. Approval of Minutes:

a. Special Meeting – Friday, January 5, 2018:

Vice Pres. Barbas had some grammar issues with all the minutes.

*Vice Pres. Barbas made a motion to table January 5 minutes until the
next meeting. Seconded by Treas. Thompson. Voting yes: unanimous.*

b. Special Meeting – Tuesday, January 9, 2018 (not available):

c. Regular Meeting – Tuesday, January 16, 2018 (not available):

d. Special Meeting – Tuesday, January 23, 2018 (not available):

e. Special Meeting – Tuesday, January 30, 2018 (not available):

4. Agenda Related Public Comments:

John Brazil: requested for the opportunity to ask a question and information during the budget office and budget committee section. The other petition for comment would under non-agenda items and will hold until then.

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No other agenda related public comments.

5. Financial Review:

Treas. Thompson had some concern on the sale of the dredge pipe, which Mr. Webster stated he was going to investigate.

Vice Pres. Barbas questioned why the employee benefits were at 91% of the annual budget, then requested to have it investigated.

Pres. Christian wasn't comfortable approving the budget until some questions were answered.

*Vice Pres. Barbas made a motion to continue this until next meeting.
Seconded by Treas. Thompson. Voting yes: unanimous.*

6. Operational Report:

Mr. Webster read his operational report.

The board had some concerns regarding Frontier requesting to dig up and repair parts of their conduit line that is broken in the boat yard and kite field.

The board requested for more information on the Frontier matter.

7. Old Business:

a. SEP-IRA:

Ms. Lindley-Hall updated the board that Financial Officer Kim Boom is currently working with Musser and Olsen, who is guiding her through the whole process to get this matter resolved.

b. Portside Suites:

Vice Pres Barbas made a motion that Treasurer Roger Thompson be the signatory for the sale of the property to Portside Suites. Seconded by Pres. Christian. Voting yes: unanimous.

c. Busch:

Mr. Webster updated the board that Mrs. Busch has scheduled for the lot line adjusters to come out.

The board requested for another update at the next meeting.

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d. Harbor Sanitary District:

Vice Pres. Barbas informed the board that he had spoken with Kelly at Harbor Sanitary and they do want the sale to go through as authorized by the prior board, but they are concerned if we have a clear title, or if there are any liens or encumbrances. For the lot line adjustment, they were going to have to hire a surveyor and the bid that they had was \$8,000 for the survey, and before they put that kind of money into a survey, they want to make sure that we have clear title and we can convey it to them.

Ms. Lindley-Hall informed the board that she has already contacted IFA requesting a list of properties that are being held as security for the loans because that list will help with projects going forward.

The board directed Ms. Lindley-Hall to also do a title search.

8. New Business:

a. Budget Officer:

Ms. Lindley-Hall informed the board that she has not had time to speak with Kim Boom about becoming the budget officer and what she would like for compensation.

Pres. Christian scheduled with the board to have another meeting March 6 at 6pm to discuss this item again, along with the rates.

b. Budget Committee:

The board invited the public to put in applications to be apart of the budget committee and directed staff to post the vacancy on the Port website.

John Brazil requested to hold his comment until the next meeting on March 6.

9. Commissioners Report

The board thanked staff for the work they have been doing and welcomed interim manager Kathy Lindley Hall to the team.

10. Non-Agenda Related Public Comments:

Dan Fraser: asked Sec. Martin if he has checked with the Oregon State Marine Board on what we as commercial fishermen have a right to, what our fees are used by the state marine board to pay for grants that this docks down here are built for?

David Castellanos: wanted to verify that he still has his slip on D 10, and that he had bumpers on that dock that were removed and thrown in the dumpster. Which president Christian directed Mr.

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Castellanos to start at the Port Office and speak with Kathy or Travis regarding this matter.

John Brazil: wanted the board to take into consideration that when they are talking about Portside Suites and Busch, he thought that there would be some delineation between some land that may be removed from the port's jurisdiction and to private ownership. Warned the board that he had found in his previous history that relinquishing in any right or way or easements that has been established on those particular pieces of property. Hope that the easements would be recognized and dealt with appropriately when transferring the properties. Would also like to see, as a public person, a more detailed explanation of why we have a \$20 million port, that is taking a 25% relative depreciation. What part of the port are we devaluing at the tune of \$5 million?

No other non-agenda related public comments.

11. Executive Session ORS 192.660 (2)(h):

h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

The board went into executive session at 6:51 pm

The board came out of executive session and went back into open session at 8:25 pm

12. Adjournment:

The meeting was adjourned at 8:25 p.m.

Port Commissioner

Port of Brookings Harbor Board of Commissioners
Commissioners Meeting Minutes
Tuesday, March 6, 2018 6:00 pm
Previous Port Office: 16340 Lower Harbor Road Suite 103, Harbor OR 97415

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

President Christian called the meeting to order at 6:00 pm.

The board and audience stated the pledge of allegiance.

Commissioners Present: Position 1 Secretary Andy Martin, Position 2 Treasurer Roger Thompson, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian.

Staff Present: Interim Manager Kathy Lindley Hall, Forman Travis Webster, and Administrative Assistant Danielle Shepard.

2. **Approval of Agenda:**

*Vice Pres. Barbas made a motion to approve the agenda as written.
Seconded by Treas. Thompson. Voting yes: unanimous*

3. **Approval of Minutes:**

a. **Special Meeting – Friday, January 5, 2018:**

Vice Pres. Barbas made a motion to approve January 5 meeting minutes as written. Seconded by Treas. Thompson. Voting yes: unanimous.

b. **Special Meeting – Tuesday, January 9, 2018:**

Treas. Thompson made a motion to approve January 9 meeting minutes as written. Seconded by Vice Pres. Barbas. Voting yes: unanimous.

4. **Agenda Related Public Comments:**

John Marrington: brought to the board attention that there is an accident waiting to happen with the boat down at the end of J dock and the two vessels that moor at the end of Q dock, due to the narrow opening. Pres. Christian directed him to go to the Port Office and speak with Ms. Lindley-Hall.

Larry Newton: believes that the yearly launch ramp fee of \$150.00 is too high.

No other agenda related public comments.

5. **Financial Review & Managers Report:**

*Vice Pres. Barbas made a motion to approve the financial review.
Seconded by Treas. Thompson. Voting yes: unanimous.*

Ms. Lindley-Hall informed the board that she had met with most of the tenants but still had a few to meet.

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Mr. Webster brought to the board attention that there are approximately 37 boats that give product to Pacific Ocean Harvesters, and the way he reads the Port Ordinance, it states there's no commercial unloading on our docks and asked the board if we can temporarily define an area for commercial unloading until we have our public hoist back up and operating and suggested two different areas.

Extensive dialogue followed resulting in the board agreeing to direct Mr. Webster to create an unloading area until the board can further investigate this. No permits just a place to unload.

6. Old Business:

a. Budget Officer:

Vice Pres Barbas made a motion to appoint Kim Boom as Budget Officer. Seconded by Comm. Davis. Voting yes: unanimous.

b. Budget Committee:

The board informed the public that there is two vacancies open on the budget committee, and directed staff to place an ad in the newspaper advertising for the vacancies.

c. Port Rates:

The board requested to remove items that the port no longer offers, like the hydraulic crane.

The board conversed about what the previous board had discussed last year about raising the commercial moorage rates.

Vice Pres. Barbas requested to have a bare ground rate of \$.07 added under commercial lease rates.

Ms. Lindley-Hall suggested to have a one fee mark up for fuel, instead of six different fees.

Vice Pres. Barbas requested to add in under administrative fees section 8, public records request with attorney review to be at cost, under copies of public records per page, add in 8.5x11, black and white, and for non-standard documents should be request estimate. On page 6, add in waiting list fee and the new fees associated with that.

The board requested to have staff check with James with Cal/Ore and double check what our insurance requirements need to be and what they were last year for commercial lease tenants and mooring vessels.

Treas. Thompson requested to have charter fees be raised to \$75.00 per person. Suggested to start charging a flat fee for guide boats that use our launch ramp instead of having a slip.

d. Subcommittees:

Vice Pres Barbas made a motion to disband both subcommittees. Seconded by Treas. Thompson. Voting yes: unanimous.

7. New Business:

a. Harbor Master Position:

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Ms. Lindley-Hall feels we need to have someone in the field with authority and believes Travis Webster fits that bill, which Comm. Davis agreed with.

Treas. Thompson made a motion to promote Travis Webster to Harbormaster. Seconded by Comm. Davis. Voting yes: unanimous.

b. D & R Equipment Repair Proposal:

Mr. Webster explained to the board that he would take up a 20x20 spot in the warehouse, he already has the \$2 million of liability insurance, and he wouldn't be an issue like we have had in the past with other people.

The board directed staff to bring forward a lease.

8. Non-Agenda Related Public Comments:

No non-agenda related public comments.

9. Commissioners Report

Comm. Davis thanked staff for all that they are doing and Ms. Lindley for taking all of this on.

Vice Pres. Barbas informed the board that he will be attending an SDAO training on March 15 and encouraged staff and board members to attend.

10. Adjournment:

The meeting was adjourned at 7:28 p.m.

Port Commissioner

Port of Brookings Harbor Board of Commissioners
Commissioners Meeting Minutes
Tuesday, March 12, 2018 6:00 pm
Harbor Fire / Harbor Water District, Conference Room: 98069 W Benham Lane, Harbor OR 97415

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

President Christian called the meeting to order at 6:00 pm.

The board and audience stated the pledge of allegiance.

Commissioners Present: Position 1 Secretary Andy Martin, Position 2 Treasurer Roger Thompson, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian.

Staff Present: Interim Manager Kathy Lindley Hall, Harbor Master Travis Webster, Administrative Assistant Danielle Shepard, Port Attorney Jim Coffey, Port Manager Gary Dehlinger, and Mr. Dehlinger's Attorney Loren Collins.

2. Approval of Agenda:

3. Public Hearing to consider the Dismissal or Discipline of Gary Dehlinger, held pursuant Mr. Dehlinger's request for an open hearing as provide by ORS 192.660 (2) (b):

Pres. Christian gave the floor to Mr. Collins

Mr. Collins addressed the board and explained that this is for Mr. Dehlinger to respond to the boards complaints and charges brought against him and recalled the meeting dates and actions which led to Mr. Dehlingers firing.

Mr. Collins received a letter on January 29th from Mr. Coffey. Mr. Coffey stated that the port Commission had lost confidence in Mr. Dehlinger hence the commission no longer trusted Mr. Dehlinger to act for the best interest of the port.

Mr. Collins stated that he can tell us that Mr. Dehlinger adamantly denies the ascertain that he is not to be trusted and adamantly denies the idea that he has ever acted in anything other than the best interest of the Port of Brookings Harbor and gave the floor to Mr. Dehlinger.

Mr. Dehlinger's response to the boards letter:

"I was not told about those concerns on January 5th, in fact I did not learn of those concerns until the commission's attorney Mr. Coffey sent a letter to my attorney on January 26th. I do not believe I've been treated fairly, however, I have great respect for the Port of Brookings Harbor. I've given my heart and soul to this port since I became general manager in October 2016. Today I remain committed to the port consequently or because each of these concerns outlined in Mr. Coffey's letter I will do my utmost to fully answer those concerns and I will do so honestly. My responses to the allegations in Mr. Coffey's letter.

First, I made a statement about material sent to IFA. The letter from Mr. Coffey's states and to quote from me in December 30th, 2017 Article in the Pilot newspaper is incorrect. I admit I misspoke

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when I said that all the material regarding the bridge loan had been sent to the IFA and the counsel had reviewed all of them. My focus at the time the interview was on IFA packet. Mr. Coffey review that IFA packet which included other resolutions and contracts before it was sent to IFA.

However, I agree with Mr. Coffey I did not review that Hoover contract two years ago. I do not believe the Hoover contract was part of the packets sent to IFA. I remind the commission that all these things involving the bridge loan occurred well before I was general manager of the port.

Two, failure to tell the commission of role in preparing resolutions regarding resolution 446-7 in the Hoover contract. Mr. Coffey's letter criticized me for failing to tell the commission about my role before I became general manager preparing resolutions and the Hoover contract. This was before I became general manager of the port. Mr. Coffey's letter that I was not forthcoming describing my role preparing the resolutions and contracts. I think it's important to sit back and put in perspective the meetings of the port commission during December of last year.

The focus of December 13th, 2017 meeting was options regarding the problems with B.C. fisheries dock construction. At that time, I do not remember who wrote what documents and this was not the focus of the meeting. The commission made a motion for me to contact the second engineer to evaluate the docks structure soundness.

There were no other directions by the commission to do further research on any resolution numbering for who wrote the resolution or contract.

On December 27th, 2017 meeting the Commission added to the agenda resolution 446-7 number of issue. I had no time to refresh my memory on this subject. I feel that motions were made and passed during that December 27th meeting and were done without complete review from port staff. It was only after December 27th, 2017 meeting, that I was able to return the review, my daily reports refresh my memory on what transpired two years earlier and my role in preparation of documents when President Angie Christian questioned me at her store, I was upfront and told her what my role was involving resolution for 446-7. I never tried to hide any of this information.

Number three, allegations that I never told the commission that staff's review or resolution was incomplete or that staff needed more time. The letter from Mr. Coffey notes that I told commissioner Barbas an email on December 29th, 2017 that staff had not been given sufficient time to research all documents regarding the resolutions and Hoover contract. Mr. Coffey's letters suggest that if staff needed more time to conduct this search I should have said so.

Once again, it's important to put all this in context between December 12th and December 27th, 2017, I received an email from one commissioner about Resolution 446-7. That commissioner's only request was for meetings minutes or audio regarding resolution 446-7. I tried to satisfy this request from one commissioner by looking for documents and audio even though this was not a directive from the full commission. After the December 27th, 2017 meeting with the commission's direction, I instructed my staff to conduct a complete review of resolution 446-7 and the Hoover contract.

Number four, talking to the Pilot and not the full commission especially about resolution 368. I am criticizing Mr. Coffey's letter for talking to the pilot's news reporter is and providing information to the reporter that was not provided to the commission. Specifically, it was alleged that it failed to provide a copy of Resolution 368 rules for public contracting to the commission. This is simply

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wrong. Resolution 368 was provided to this commission as part of the packet for December 13th, 2017 meeting. It is in page 97, on the Special Commissioning packet. I was told by former general managers Ted Fitzgerald and Donn Mann to be open and transparent with the press and that's what I did.

Number five, statement that I wanted to have documents reviewed by council and commission before sending to DA and sheriff. I'm criticized in Mr. Coffey's letter for saying that I would not provide records directly to the Curry County sheriff as ordered by the commission. Let me be perfectly clear, I never refused to send everything to the DA and the sheriff. I simply wanted to run it by legal counsel and the full commission before the port documents left the office.

It was not clear to me what the commission wanted when ordered port staff and me to sign any required complaint. Since legal counsel was not at the December 27th, 2017 meeting, it was even more important to run this by Council first. My actions were designed to protect the port. The packet as requested by the commission was completed January 3rd, 2018 and emailed to the port council and the commission for their review and approval. I made it very clear in that email which is attached here, documents here that I would send this packet to the sheriff and DA as directed.

Number six, working for B.C. Fisheries at the same time as general manager for the port. Mr. Coffey's letter states that I worked for B.C. Fisheries at the same time I was employed by the port as general manager. Mr. Coffey's letters is flat wrong about the timing of my employment and my work for B.C. fisheries. I did not work at B.C. fisheries prior to my initial employment with the port as operations supervisor. My employment with the port started in January 2015. Then 2016, I resigned as an employee of the port and worked for B.C. fisheries at its new processing plant.

I only worked there for a month from May 17th, 2016 to June 7th, 2016. During that period of time I also did consulting work for the port. After I left B.C. fisheries I resumed my operation supervised position at the port. Don Mann was the interim port manager from July 2016 to October 2016 before I became port manager. Mr. Coffey's letters suggest that I put the interest of B.C. fisheries above the interest of the Port. I must say I find that suggestion highly offensive. I worked night and day, seven days a week for the Port of Brookings Harbor and I put its interests above anything else.

I did not give B.C. fisheries any special treatment or any other tenant at the port. In fact, I wrote a default letter to B.C. fisheries for non-payments last year. When the commissioners were questioning B.C. Fisheries late payments, my response to them on multiple occasions was that the port is treating B.C. fisheries the same as any other tenant or customer at this port. We're following port policies for late payments and applying them equally to everyone. My statement regarding their tough year was simply relaying what I was told by my command. I was being transparent with commissionaires.

Number seven, hiring of relative as part time employee. Mr. Coffey's letter says that I failed to advised the commission that I hired one of my relatives to work for the port. Carol Baynes is not a blood relative of mine. She is my wife's aunt. She has the credential for help of bookkeeping and the audit. Commission's chair at the time of her hiring was Roy Davis. Commissioner chair Davis was fully aware Carol Baynes relationship to me and being hired. I never refused to provide this information to any commissioners. I simply told staff that it was not the commissioner's role to be involved in my hiring of employees. However, the first time any commissioner asked who Carol Baynes was, I provided that information.

All right. There are some achievements that I'd like to let everybody know that during my time as General manager of the port. Acquiring approval for the IFA to purchase the new 50 ton travel lift and new reach lift crane that serves the port and its customers. We also bought a brand new 3 1/4 ton truck. Securing \$600,000 Ocean state for Dock repairs, completion of Oregon state Rainbow parking lot grant project to achieve Oregon state Rainbow Grant replacing old boat dock ramps, upgrading all sewer systems to meet DEQ and harbor sanitary requirements. Also upgrading all outdated equipment for restroom facilities. A complete overhaul of recurring port expenses to cut unneeded spending. Complete overhaul of the port budget to match finance reports. A complete overhaul of financial reports that show actual cost of doing business instead of fund accounting as required by state law.

This was the first time that we met deadline to submit the fiscal year audit to the state and complete all the CPAs recommendations.

The port received an excellent review from CPA this year. Establish port rates into one document, clean up the boat yard, general port RV park appearances, identifying damaged port infrastructure, protecting the public, customers in dangerous conditions and plans for repair, transparency of information to the states, to the county, to the commissioners and then to the public. Provide weekly reports to the states, commissioners and public, rebuilding port accounts to have funds for repaired and maintenance for the port's assets. Just two years ago December the port had \$55,400 in its checking savings account. In December 2017, the port had \$334,511.

It is estimated that the port may need \$27,000,000 for repairs and bring it to its current severe weather protection. Creating two week work schedules for organizing staff work. Creating weekly office and field staff meetings to keep track of tasks and problem solving. Staff worked as a team to overcome some difficult issues, relocate port office and securing all port documents to one location, develop a plan to repay IFA missed payments and get back on track paying quarterly payments.

There are many more goals to achieve as one commissioner said, "This port did become like this overnight and it won't be fixed overnight." All the commissioners praised my work for the past year. State legislators, SDAO representatives and IFA. One commissioner even said I was the best manager that this has port has ever seen in all his years. I'm eager to return to work. Thank you for your time and consideration."

Comm. Davis asked if Mr. Dehlinger had received a review from this board and how that turned out. Mr. Dehlinger replied that yes, he did receive a good review and they praised his work, he can't remember everything that was said but there wasn't anything bad.

Vice Pres. Barbas wanted to declare a potential conflict of interest in accordance with ORS244.120 and that is because any decision I make here today could maybe become entangled with the lawsuit Mr. Dehlinger has filed regarding an open meeting law violation.

Comm. Davis asked Mr. Dehlinger if he had any idea what January 5th session was going to be about? Mr. Dehlinger replied absolutely not, and Comm. Davis stated that makes two of us.

Mr. Collins suggested to the board that nothing that was raised certainly in light of his comments and explanation comes even close to giving this commission a reason to terminate his employment. Urged that there is only one reasonable decision to be made tonight and that is a decision to bring him back to work for the port as in the best interest of the port's staff, best interest of the port itself and the best

interest of the constituency that he serves.

Mr. Coffey wanted to make it known that the information that is contained in the letter he obtained from other members of the commission and did not know anything about this and didn't have any involvement with any of this until after the January 5th meeting when Mr. Dehlinger was originally asked to resign.

Mr. Coffey gave the board one of four options.

Comm. Davis made a motion to rehire Gary Dehlinger back immediately, no restrictions or no alterations to his original contract as of January 5th and no restrictions placed upon him as of tonight. If this board still votes to rehire Gary, he will continue to do his job as he was doing it and serving January 5th. No second. Motion dismissed due to lack of a second.

Treas. Thompson made a motion since he's not really employed. He's had his time to speak to us now to terminate Gary Dehlinger's employment as of tonight. Seconded by Pres. Christian.

Vice Pres. Barbas tried responding to Mr. Dehlinger's response letter and sees that he is admitting to the information provided to the Pilot was incorrect. That he put together resolution 447, but didn't recall that two years later, which Vice Pres Barbas was unsatisfied about. Mr. Dehlinger refers to motions made at the December 13 meeting, which was an executive session. Mr. Dehlinger basically said that he didn't know anyone, but Vice Pres Barbas had concern about Resolution 447, but Vice Pres. Barbas felt that several members of the board expressed strong concern. still have significant concerns and trust in Mr. Dillinger going forward.

Vote: 3-2, voting yes: Christian, Barbas, and Thompson, voting no: Davis and Martin. Motion Passes.

4. Adjournment:

The meeting was adjourned at 6:45 p.m.

Port Commissioner

An audio recording and transcript was made of these proceedings. The recording and the 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
Regular Meeting Minutes
Harbor Fire / Harbor Water District
Conference Room
98069 W Benham Lane
Harbor OR 97415

Tuesday, March 20, 2018 • 6:00 pm

Commissioners present: Position 1 Secretary Andy Martin, Position 2 Treasurer Roger Thompson, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian. Also present were, Travis Webster, Harbormaster, Jane Stebbins, Port Council, participating staff members and members of the public.

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

Christian called the meeting to order at 6:00pm. Board and audience stated the pledge of allegiance.

2. Approval of Agenda

Christian called for a motion to approve the agenda. Barbas moved to approve the agenda. Second by Thompson. Motion passed 5-0

3. Approval of Minutes

a. Regular Meeting, Tuesday, January 16, 2018:

Christian called for a motion for the approval of the minutes for Tuesday, January 16th, 2018, with the amendment that was sent to the board. Barbas moved. Second by Davis. Motion passed 5-0.

b. Special Meeting, Tuesday, January 23, 2018:

Christian stated that Tuesday, January 23, 2018 minutes were not ready at this time.

4. PFMC/Ocean Salmon Season/Richard Heap

Richard Heap with Pacific Fisheries Management Council representing Oregon Sport fishermen on the Salmon Advisory Sub-panel, talked about the alternatives that are now up for public review for this coming salmon season.

Following the presentation, there were a number of comments and questions from the commissioners.

Christian asked the board if they were interest in sending a letter from the board in support of number one. Martin informed the board that he had wrote a letter for support of alternative one for both recreational and commercial salmon season. Martin made a motion to support alternative one for the recreation and alternative one for the commercial trawl seasons. Second by Thompson. Motion passed 5-0. Christian made a motion to approve the letter with the change of Port of Brookings Harbor for the Commissioners at the bottom. Second by Davis. Directed staff to place letter on Port letter head and submit to PFMC. Motion passed 5-0.

5. Executive Session ORS 192.660 (2)(h)

- h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

Christian adjourned out of regular meeting at 6:27 pm, and the Board went into executive session until 6:46 pm. Christian called the regular meeting back to order at 6:50 pm.

6. Agenda Related Public Comments *

Doug Lewis expressed his concern about port property and assets and not having a sufficient amount of office staff to deal with proper advertising of port property.

7. Financial Review

There were a few comments and questions from the commissioners to staff.

Thompson made a motion to approve the financial review as written. Second by Martin. Motion passed 5-0

8. Managers Report & Operational Report

There were a few comments and questions from the commissioners to staff.

Barbas made a motion to approve the managers and the operations reports. Second by Davis. Motion passed 5-0

9. Old Business

- a. Appoint Budget Committee:

Since there were no applicants the board agreed that they wanted to postpone appointing the two vacant spots until April 18 and advertise in the paper that there still vacancies and directed staff to do so.

- b. Rates:

Thompson suggested to keep up with inflation and raise rates by at least 2%. Christian wants charters fees to raise to \$75.00. Christian directed staff to come up with a recommendation on how to keep track of outside guide services that are not moored in our port. Barbas asked for RV Park monthly comparisons.

There were a few comments and questions from the commissioners to staff.

Christian direct staff to get the board what they had requested on the rates and requested for the commission to really review this, so it can be wrapped up at the next general meeting.

c. Commercial Fish Off Unloading:

Thompson made a motion to allow Mr. Webster to move forward with commercial fish unloading on the dike, on the crab dock, on the river side of basin 1. Second by Davis. Thompson withdrew his motion. The board agreed that the intent of the ordinance was about retail sale of filleted fish and it is alright for commercial moorage holders to wheel barrel fish up the dock.

10. New Business

a. Supplemental Budget Hearing:

Christian opened into the supplemental budget hearing and asked for any public comments. No public comments. Thompson made a recommendation to approve resolution 490 on our supplemental budget to correct resolution 477.

b. Port Council Bids:

Barbas made a motion to adopt the sample contract that Martha has provided and authorize the signature authority to President Christian and Secretary Martin for todays date. Second by Thompson. Motion passed 5-0. The board directed staff to work with Mrs. Rice to get her signature and to schedule an executive session with her at our next regular meeting.

c. Search/Port Manager:

The board directed staff to contact SDAO and get details to bring to the board, find the job description, and find out if it was adopted or not.

d. New Truck:

Webster explained that the port has four out of five employees and one and a half trucks and gave the board some options. There were a few comments and questions from the commissioners to staff. Barbas made a motion to authorize staff to move forward on the 2018 F150 for \$20,227 plus DMV. Second by Davis. Motion passed 5-0. The board agreed to allow staff to decide how to finance the vehicle.

11. Commissioners Report

Davis talked about the boat yard. Barbas talked about SDAO training. Thompson talked about how nice the west side of the commercial basin looks. Martin talked about talked about new discharge regulations. Christian thanked staff.

12. Non-Agenda Related Public Comments *

No non-agenda related public comments.

13. Adjournment

Christian adjourned the meeting at 8:40pm

President

Secretary

Date Signed

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



March 20, 2018 Regular Meeting Transcript

President Angi Christian: I call the meeting to order please. Could we please stand for the pledge of allegiance?

Group: Pledge of allegiance to the flag of the United States of America, and to the republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

Christian: Thank you. This is a reminder could everyone please turn your cellphones to silent or off. Can I have an approval of the agenda?

Barbas: I move to approve the agenda.

Thompson: I second.

Danielle: Commissioner Davis.

Davis: Yes.

Danielle: Secretary Martin.

Martin: Yes.

Danielle: Treasurer Thompson.

Thompson: Yes.

Danielle: Vice President Barbas.

Barbas: Yes.

Danielle: President Christian

Christian: Yes. Can I have an approval of the minutes for Tuesday, January 16th, 2018, with the amendment that was sent to us?

Barbas: I so move.

Davis: I second.

Danielle: Commissioner Davis.

Davis: Yes.

Danielle: Secretary Martin.

Martin: Yes.

Danielle: Treasurer Thompson

Thompson: Yes.



March 20, 2018 Regular Meeting Transcript

Danielle: Vice President Barbas

Barbas: Yes.

Danielle: President Christian.

Christian: Yes. My understanding is we do not have the minutes from Tuesday, January 23rd, 2018.

Danielle: that is correct.

Christian: Mr. Heap your next.

Richard Heap: Okay.

Christian: PFMC-

Richard: Stand up here so I could turn a clock bell for you, if that's all right?

Christian: As long as you speak loud enough to hit that, and I'd also like on the roll call to know that we have Jane Stevens one of our Port counsel on speaker phone right now.

Barbas: Actually, I don't think we've done a roll call.

Jane Stevens: Hi everybody.

Christian: The roll call. Danielle. [laughs]

Danielle: President Angi Christian.

Christian: Here.

Danielle: Vice President Jan Barbas.

Barbas: Here.

Danielle: Treasurer Roger Thompson.

Thompson: Yes

Danielle: Secretary Andy Martin.

Martin: Here.

Danielle: Commissioner Roy Davis

Davis: Here.

Danielle: Attorney Jane Stebbins.

Jane: I am here.

Christian: All right Richard.

Richard: Okay. Thank you. For the record my name is Richard Heath. I'm on the Pacific Fisheries Management Council representing Oregon Sport fishermen on the Salmon Advisory Sub-panel. I want to talk to you a little bit tonight about the alternatives that are now up for public review for this coming season, a salmon season. I can tell you this is the most complicated year I've ever had and that's saying a lot because and I'll explain why. We begin this process with a forecast. The numbers in the ocean that are forecast by the various state agencies.

In this case for Sacramento fish there's 229,400 fish forecast to be out. For Klamath age three 330,000, for Klamath age four is 28,400 and for Rogue, 462,800. That forecast is higher than both the Sacramento and Klamath combined. That has some significance as we get into this. Once we've done the forecast, then we go to the council meetings and begin the process and the first process this year was for the council to notify the nationwide fishery service that based on the last three-year average of a spawner escapement, both Klamath and Sacramento are now declared over fished.

Which means that for next year we will start a rebuilding program. They'll write a rebuilding plan and then we're going to have to follow whatever that plan is. Normally that means higher spawner escapement until we meet the two-consecutive year where we are above minimum escapement and that declares our over-fished status.

Thompson: Richard, what's the minimum escapement on the plan. It's still 40?

Richard: 40,700. For Sacramento is a range between 180,000 and 122,000 which is all explained in the minutes as very significant this year. Once we have that then we get what's called guidance from NOAA. They send us this letter which is about 30 pages long and it deals with all the stocks that have either minimum escapements or which are listed as in danger or threatened and tells us basically what we have to manage too.

The guidance for the Sacramento river is the conservation objective for Sacramento river fall Chinook and the fisheries management plan specifies a range of 122,000 to 180,000 adult spawner. Given the circumstances, Nursery and Fisheries Services believes that a risk adverse management approach should be adopted for 2018 by structuring potential fisheries to target an escapement around the upper end of the Sacramento river fall Chinook conserves base an objective range objective range meaning 180,000.

That presented us a challenge. We're trying to figure out how we are going to approach this. In what I would call, at least in my experience an unprecedented event, California and Oregon FCS representatives and state people sat down and asked to decide how we were going to approach that. The approach we took is to develop one option that would have 151,000 fish escaping. The second option we

would have 165,000 and the third option we would have 180,000. We were trying to look at a range to let public see what goes through would be.

All the alternative ones that you see are built on 151,000, alternative two are 165, and alternative three is the 180. In addition to that, and again unprecedented, we agreed for this year on a sharing plan to give California 80% of the Sacramental fish were available and Oregon had 20% and then we would divide that between sport and rec in each state. That's about what the average harvest grader is about 80% of Sacramental Oregon fish are caught in California, and about 20 are caught here. That's how we had started into that.

Well, if you look in your package that you have, the first page if you have looks like this. This talks about the commercial or trawl season, the non-union tray season and in the case for us, that is from Humbug mountain to the Oregon California border. An alternative one is May 9th through 31. Alternative two is June 7th through the early of June 30th, or a 1500 Chinook quota. July 8th through the early of July 31st, or a 2000 Chinook quota and August 1st through the early of August 15th, or a 500 Chinook quota. That's the best check.

Alternative two is June 12th through the early of June 30, or a 1500 Chinook quota. July 16 through the earlier of July 31st, or a 2000 Chinook quota and August 1st through the earlier of August 15th, or a 500 Chinook quota. Alternative three. The next page you have in there is a recreational season alternative. For the Hamburg mountains to the Oregon California borders, or the Oregon portion of climate management zone, alternative one is May 19th to August 26th. Alternative two is June 1 through 17, July 1 through 15, August 4th through 12th.

Alternative three is May 19th through July 4th. That's the proposal that's up for public comment. There's a meeting on May 26th next Monday night and Tuesday at 7 o'clock at the Red Lion, where the DFMC will send its staff staff and members of the council to take public comments. If people want to comment on this, that's the place you can do that verbally. If you want to send a letter in you can do that. It needs to get in pretty quickly before our next meeting, because it's the first week in April when we actually finish this off and set the seasons. If you have comments, things you'd like to see that aren't in there let them know.

Christian: Can you also send emails Richard?

Richard: You can send emails. If you get on the council website p council of a letter, pcouncil.org, will get you to the council website and there's a little spot up there that says how to contact us and they'll explain that to you. One of the questions I've been asked quite a bit is why no Labor Day? Labor Day is expensive for us because we have a really high Klamath in this, in Labor Day. But if they're caught up after the 5th of September they don't count against this year. These are what are called in Oregon language, credit card fish.

Those fish actually get countered against next year's opportunities. The way that works is in the fisheries management plan, the council will declare that September 1st is the birthday for Klamath's River fish. Anything that's in the ocean after

September 1st was considered a year old. All the threes become fours and all the twos become three. The thing that usually bites us on our fisheries here are Klamath four-year-olds. Klamath four-year-olds are not listed, but they are a surrogate for listed California Coastal Chinook stock.

That's the conservation measures that were put in place for those fish, was to hold us accountable for Klamath four. I don't want to get too complicated with this. Anyway, that's what came out of that process. Then, we have another page at the end of this which you don't have, which lists returns. This is a model run. I could tell you when I'm talking to you right now, I'm talking to you about paper fish. These are forecasted fish. They're all run through a modeling process that gets all the numbers put down on paper so we can see what the impacts actually are.

In the case of Sacramental and Klamath, we've charged an impact rate. That's not a number of fish. That's a percentage of the fish that were harvested. The way that's developed is they look at the number of the landed quote of our tagged fish that they can identify, specifically, by stock. They then divide that by the total landings, plus the staple to come up with a rate. All right. To show you how that sounds, in the case of Sacramental Fall River Chinook, when we ran the model on that option one, which is May 19th through August 26th, our compact rate in May is 3.15. In June, it's 3.43. In July, it's 6.09. In August, it's 4.5.

With all that really is telling you is about when you would expect to see a lot of Sacramental fish being caught here. For me, if we get guidance that we have to cut, then I'll go back and take those numbers and decide which way we want to go, and then start adding today until I run out of the type of contact, okay. One of the concerns that I have is that guidance being squishy. I guess it's the best way to put it. Normally, when I come here and tell you an option one model, you were good to go.

Not this year, because we don't know what Nationwide Fishery Service is going to come back and tell us, "We have to manage too." The processes between public comment and then this all goes through an economical analysis by the council staff. That all comes out at April. They're going to look at. I'm sure what they're going to do is look at the benefit that would be obtained by having higher statement versus what it would cost, in terms of the economic impact and the number of fishing days for all the communities of the club and come up with a judgement.

That's why, in our strategy for dealing with this, we've picked those three numbers, those three ranges to give them a good look. 151,000 is quite a bit above 122. We're still showing some conservation effort there. In terms of Klamath, they're going to allow us to manage down to 40,700 escapements. They added fish in the river because we have to take the river fishery down into Tulsa. They added fish in the river knowing they weren't going to be caught by the river fisheries, so they would be able to escape. That's a way to give the ocean more opportunity. It gives the tribes more fish to catch because they get 50%. It's a benefit that way.

Thompson: What's one Klamath tag account for a credit card fishery? 50?

Richard: It depends on the year. These change by year, because the way these model works is we put all kinds of influence in it, including abundance of Sacramental, an abundance of Klamath. It worked with the ratio between Klamath and Sacramentals to break down what you would expect to get. I can tell you that a few years ago, we had one Klamath fish caught in October during the zonal fishery. The following year, that was the equivalent of 20 fish. We had to take that 20 off at the beginning before we could do anything else.

Again, it shifts around. That is an expensive fishery, in terms of Klamath impact for us and paying a bill like that. I know there's a great deal of interest in Klamath's inventory. My recommendation after doing this, is I think the Klamath calendar was a great idea, just don't do it in September. I will recommend sometime in July as being probably the most dependable period of which we could expect to have something, and probably the better fishes is in the water. That's better than September.

Martin: I had a question about the Coho season. I know there is a lot of restrictions, all of the impacts on the Sacramental fish and the Klamath fish. The options offer a Coho season north of Humbug Mountain. How come there isn't an option for one in south of Humbug?

Richard: Well, honestly, I didn't ask for one, for two reasons. First of all, because it's got real low abundance of Coho comparatively. Oregon Coho are in trouble. They're usually what impacts us. What actually happened, and I'm really glad I didn't ask, is when we started running all these numbers, and when California added Big Sport Fisheries into the zone, then we went over our allowed impact rate on southern Oregon Northern California coastal spots where we're kept at a 13% location rate.

The first time we ran these numbers, that was at 19%. In order to cut back, we had to ship a huge amount of fishery out of the zone where we would make that. We felt harmless because we had no Coho fishing at all.

The other thing that enters into this, from my perspective, is that huge number of Rogue fish. That's a lot of fish. They'll ever be going by us in July and August. What we tried to do, particularly, and I don't do commercial. That's not my thing. I do symbolism advised occasionally. What they tried to do was stack as much fishing here in July and August as we could, to try and take advantage of those fish. If we have to restructure what I've read for you and come up with a different idea, at least my thought at this point, is I'm going to try and load as much in the July and August as I can to try and get us the best opportunity we can get to get at those fish.

Martin: Does the council consider when there's abundance of Rogue fish and we're in close proximity to the Rogue that we may be catching a higher number of Rogue fish. Did they take that into account on the impacts on Sacramental fish or Klamath fish?

Richard: We hope so. One of the arguments I will make to the Nursery and Fishery Service is just that. Both of California and Oregon portion of the zone. Those fish, if you don't know, are fish when they hit the ocean, turn left. They end up down off of Fort Bragg, and that's where they grow up. When they're coming, they're coming

North. Every other stock in the Pacific Ocean when it hits the ocean turns right. Everything North of us goes up into Canada. The majority of fisheries impact on those fish. Plenty of river fish, for example, are caught very heavily off the west coast of Vancouver Island and in Southeast Alaska.

Fortunately, we don't have to run that gulf from the park, but we do have to get in through California. With that sort of an idea, California also structured one of their seasons to load up the northern area in July and August. Now, if you look at California's alternatives, they're done entirely differently than ours are. Their alternative one loaded a lot of fishing in the San Francisco Bay area to take advantage of Sacramento fish. Their alternative two splits it right down the middle. Their alternative three puts a lot of fishing in the north. That was their strategy to start with that.

Barbas: Richard, all the years of being on the Klamath coalition, I've never seen the zone splits this differently.

Richard: Well, California made the decision three years ago to go away from us, which is good for us because their impact on Klamath fish are much higher. It's okay for us to not have them.

Barbas: The other thing that Klamath has that zone around the mouth too.

Richard: Right. There's a closure around the mouth of the Klamath River that's restricted to all fishing. That's as much as I can tell you. If you have input, send it to the council as soon as you can. That goes on the record. If you're interested in September fishing, even though I don't have it in this package, which normally precludes them from considering it. If that comes up as part of public comments, then we could put that right back out absolutely.

Christian: Richard, do you mind answering questions from the audience?

Male audience participant: I just got a quick one. What happened on the preliminary options for the commercial. There were the fishery around the Rogue for [unintelligible 00:19:16].

Richard: We looked at that. The reality of that is you can't label them separately. If you're going to have a fishery opened in the zone at all, it's going to look at the whole zone. We could say, well there no sense writing all this language and there's a restricting of a level, "Let's just open the zone, then you can go fishing where you want."

Male Audience Participant: All right. Yes, that is it. My bad. That will over beyond the 40,000 one, that's what you're showing.

Richard: Well, I don't know about that. Did you see that in the--

Male Audience Participant: It's not in this packet, it's on the other one.

Richard: All right then. I don't think they allow the restriction there.

Christian: Any other commissioners have questions or comments?

Barbas: Yes. I'm wondering-- It's March 26th the there's the meeting in Coos Bay Do we have any commissioner planning to attend?

Martin: I'm going.

Barbas: You are going, Andy. Okay.

Martin: I have a city council meeting.

Barbas: I have early flight out of Medford the next day, so I'd prefer not to. But if Andy is going I think we have one. Does the commission want to take any particular position on Labor Day at this time? I do not believe we have any application for Slammin' Salmon.

Danielle: I literally just got one this evening, during this afternoon.

Barbas: Really? Okay. We do have an application. I don't have a position on it, I'm listening to Richard and hearing that it's pretty expensive on next year's project.

Richard: Let me tell you, this year we've got a lot of Klamath three-year-old-

Female Audience Participant: Can you speak up please?

Richard: I'm sorry, we've got a lot of Klamath three-year-olds in the ocean. Normally what bites us with force probably won't but we're going to be in rebuilding status, which means that the more fish we can get back to escapement this year, helps raise the average. That will also help us next year on the rebuilding plan. That's why I didn't ask for September this year because it just looks to me at, least from my experience it would be somewhat problematic to do that. You might shoot yourself on the foot while trying to have a three day fishery.

Thompson: Typically, in September we catch a lot of trinity fish.

Christian: I'd like to know if the board is interested in sending a letter from the board in support of number one.

Martin: I was going to make a motion to write a letter, and I wrote this right before I came here to the meeting. You can pass it down. Basically, a letter that says that the Port supports alternative one for both the commercial season and the sport season. The difference in days is option one is a hundred days season, option two is a 41 day season, option three is a 47 day season. Also, if you look at the options for south of us, the season between the border and San Francisco won't open until mid-June and possibly mid-July.

If the Southern Oregon Coast has the first salmon season that's open for people that are Redding, Chico, the Rogue valley, the businesses here are-- these are really the



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businesses have the chance to grow visiting anglers away from the areas where they normally go, Trinidad or Fort Bragg and so forth. We talked about obviously the Slammin' Salmon Derby and around Labor Day has a positive economic benefit for our area, but a hundred day season where people can plan a vacation and visit Brooklyn to fish and know that there's the season possibly for mid-May through late August.

I think that would have the best benefit economically and then also for people who live in Brooklyn and like to fish for salmon, a hundred day season, you can pick the days where the weather's nice and the fish are here and go out instead of going out in a big swell when there's no fish. I make a motion to support alternative one for the recreational and alternative one for the commercial trawl seasons.

Thompson: I second it.

Christian: Do we have any discussion, Danielle?

Danielle: Commissioner Davis.

Davis: Yes.

Danielle: Secretary Martin.

Martin: Yes.

Danielle: Treasurer Thompson.

Thompson: Yes.

Danielle: Vice president Barbas.

Barbas: Yes.

Danielle: President Christian.

Christian: Yes.

Richard: One more thing.

Christian: Yes, please. Yes, please.

Richard: Last Friday the Fish and Wildlife Commission approved the audiograph of the south coast fishermen had submitted to do the Klamath's fishing, so we're good to go.

Christian: Thank you, very much.

Richard: I anticipate probably we won't get all the stuff piled and ready to go until mid-April and that time what we'll want to talk to staff about what our alternatives are



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for the committee following that for a couple of days but let us get in there and get out.

Thompson: Remember to get a hold of me about the piping.

Christian: Andy.

Martin: Something I didn't mention, last year with the salmon season being closed, there was a lot more impact on rock fish and another reason to support alternative one instead of trying to get the Labor Day season and chip away from alternative one. There's going to be more impact on bottom fish but if the salmon season is open, that takes pressure away from the bottom fish especially earlier in the year. It will help reduce the chance of going over the new rock fish allocation.

Barbas: Are you wanting us to approve this letter for you to present? We've supported alternative one for both, so you're welcome I think at the meeting to say that the board has done so, but if you have this letter approved that would be another motion I think subject to the signature-

Martin: Has everybody got a chance to read the letter?

Christian: Yes, I have. Has everyone else had a chance to read the letter? I'll make a motion to approve the letter with the change of Port Brooklyn's Harbor for the commissioners at the bottom.

Davis: I second that.

Martin: Then another discussion that we can just have the Port staff put that on our letter head and the email is already on it, just submit it to the PFMC.

Christian: You have a copy? Pass that and Danielle please?

Barbas: If you have it by email you can just--

Martin: I'll email it to her tonight.

Thompson: One other comment, I know the city of Brooklyn's city council are doing the same thing Monday night.

Christian: Any other discussion before roll call? Danielle.

Danielle: Commissioner Davis.

Davis: Yes.

Danielle: Secretary Martin.

Martin: Yes.

Danielle: Treasurer Thomson.



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Thompson: Yes.

Danielle: Vice President Barbas.

Barbas: Yes.

Danielle: President Christine.

Christian: Yes. Thank you very much Richard. The Port of Brooklyn's Harbor will now hold an executive session, the executive session let's see, this executive session of the Port of Brooklyn's Harbor board of directors is called pursuant to ORS 192.6602H to consult with council concerning legal rights and duties regarding current litigation and litigation likely to be filed. Any member of the media that is here may remain, however the board will require that any information derived from this meeting may not be disclosed pursuant to ORS 192.6604. If I could ask all of you to step outside and we will let you know when we're out of the executive session.

[00:27:47] [END OF AUDIO]



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President Christine: Tuesday, March 20th, 2018, it's 10 'til 7:00 and I'd like to call the meeting back to order. We're now ready for the agenda-related public comments. Daniel Fraser you didn't give me-

Daniel Fraser: [inaudible 00:00:38]

President Christine: Excuse me you didn't give me a topic.

Daniel: Correct, I didn't know where it was going to go and if I needed-

President Christine: Doug Willis, port property can't read, sorry, employee overload.

Doug Willis: I wanted to express concern about the sudden disposal of port property and assets. Obviously we've got a real predicament because there's not sufficient office staff to deal with proper advertising of port property. A good example is the dredge pipe. I don't have the exact figures in front of me but I believe it was over a quarter a million dollars in dredge pipe and the dredge itself I believe was somewhere in the neighborhood of \$70,000 or \$80,000. The port put another \$20,000 into it. There was also a spare main shaft and bearing assembly that's about \$25,000, \$26,000 too.

I think that instead of looking at trying to liquidate immediately to get immediate cash, which, obviously, with all the new development and stuff at the port, immediate cash is obviously a pretty pressing thing. But, still, I think we need to take a little bit more caution. I didn't see any of this equipment advertised in any of the traditional port marine type surplus publications at all. I didn't even know where it was advertised.

In any case since we're looking at roughly \$400,000 in new costs I think if we could have gotten \$100,000 for it someone would have been really happy. That would have paid for an additional year's salary for an office personnel. Looking at some of the stuff that went for sale out on the yard during the auction. Stuff went so ridiculously cheap that there was a lot of stuff that could have been advertised out.

I picked up a whole palette of extra parts for [inaudible 00:03:15] components for the dock [inaudible 00:03:17] and I sold it but it seemed odd that palette would have been auctioned off in the first place. Doesn't some of this [inaudible 00:03:29] stuff around salt water break occasionally? I think I paid a whopping \$40 for it. Was able to get a little over \$400 for the palette after I took about a third of the stuff off that I have my own uses for. But, anyway, this is one of the problems you run into when you're understaffed. There's no method for anybody to research this stuff and try to sell it.

President Christine: Thank you, and I'd like [unintelligible 00:04:03] Commissioner.

Mr. Barbos: Regarding the pipe, per current policy right now we use a government surplus auction site and I believe it's called public auction, I can't give you the exact name, but the pipe was advertised for several months.

Doug: Are you locked to that government surplus auction site?

Mr. Barbos: Well, the staff proposed it to the board and the board approved it. As policy that's where we sell and since that time. That was, I don't know, sometime in the early fall or late summer of last year. Maybe late but sometime last year probably September.

Doug: The port never owned the dredge. The port never owned the dredge. They--

President Christine: Let Commissioner Barbos finish.

Doug: Dredge pump and a water dredge pipe, that they belonged to the port?

Speaker 5: It was a booster pump is what it is.

President Christine: Could we let Mr. Barbos finish answering?

Mr. Barbos: Regarding the pipe, we did do market research on the value, current value of it, it was \$2,000, and it was a eight year old pipe, seven year old pipe or something like that. Well, it had been used and they went through the use and the engineer assured us that the value that we got was--

Doug: The engineer?

Mr. Barbos: Yes, sir.

Doug: Who would that have been?

Mr. Barbos: Mr. Akon as you know.

Doug: Okay, he's not a mechanical engineer.

Mr. Barbos: You don't think he can conduct a price survey on a pipe?

Doug: I wasn't too impressed.

Mr. Barbos: Well, in any event we did do the research, it was advertised for many months. There's nothing to do with the staff shortage it started as advertised early last fall or something like or even in summer. Board approved the sale of it, and we hadn't had any other offers, so this was a pretty good deal in my view. As for all the other parts you listed off, bearings and such, I'm not even aware of that. If it was sold at the auction that's before this board was seated. If it's something that happened recently as I understood you it hasn't come before the board that I can recall.

Doug: Okay, there're other things too like the ice plant. That--



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President Christine: That was all done prior board, Doug.

Doug: That's the point. I'm bringing it up now.

Speaker 5: Where were you when we were doing it?

Doug: I wasn't coming to the meetings at that time.

Speaker 5: That's why [inaudible 00:06:41] many times, I've voted no every time.

Doug: Okay, well, anyway, my point is--

President Christine: I want to say now that we've gone now 10 minutes into three to five, so thank you very much.

Doug: There will be additional items coming up, I think we need to be a little bit more careful, is the point I'm trying to make.

Mr. Barbos: We're now using this public auction website that is policy and you can talk to staff about where it is and exact how to find it.

Doug: Okay.

President Christine: Thank you. John [unintelligible 00:07:17], looks like he's left. We'll go into the financial review now.

Speaker 6: There's so many questions but I think there's only one on here you might be able to answer, so I'll [inaudible 00:07:37]. Under the-

President Christine: Give us a page number, please.

Speaker 6: Page number two.

Speaker 7: On the balance sheet.

Speaker 6: P and L. Why was so much overtime at the boat yard? There's \$1,162 with overtime. Operations overtime.

President Christine: Profit and loss page two, do you see it?

Speaker 6: It's 5051.

President Christine: It's 5051.

Speaker 8: We shouldn't have any over here.

Mr. Barbos: Well, I was struck that our payroll was considerably lower than last year and our income was considerably higher and we actually on regular income finished up about \$30,000 or \$40,000--

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Speaker 8: Do you know where a lot of that might have been from the [inaudible 00:08:53]

Speaker 6: What?

Speaker 8: When that [inaudible 00:08:55] and the investigators--

Speaker 6: We got money any from it yet?

Speaker 8: Yes.

Speaker 6: No or yes?

Speaker 8: Yes.

Speaker 6: We have paid insurance or whoever.

Speaker 8: Well, through him himself. We billed him and so we ended up billing him. Did we receive payment from him, I don't know, but the overtime would be from that boat. Me and Brad were both there about midnight.

Speaker 6: Okay, no problem.

President Christine: Any other questions? Does anyone have any other questions on the financial review?

Speaker 6: I make a motion we approve the financial [inaudible 00:09:33].

Speaker 9: I'll second.

President Christine: Any further discussion?

Speaker 7: [inaudible 00:09:40]

President Christine: Hold on. Sorry.

Mr. Barbos: That's okay, go ahead.

Speaker 7: [inaudible 00:09:46]

Mr. Barbos: Yes.

Speaker 7: Secretary [inaudible 00:09:47]

?Speaker: Yes.

Speaker 7: Mr. Thompson.

?Speaker: Yes.

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Speaker 7: Vice president [inaudible 00:09:51]

?Speaker: Yes.

Speaker 7: President Christine.

President Christine: Yes. We have a manage report and operational report so I have

[unintelligible 00:10:02] Hall's, manager's report. Has everyone had a chance to look at that? And operational report?

Male Voice: I'll comment on the manager's report. I think the preliminary pounds of fish that are caught part of the operational management report-

Speaker 7: She didn't want included in her main report.

Male Voice: -one and a half million pounds of crab brought in by February 23rd. I was pretty impressed. Is that believable number?

Male Voice 2: Absolutely, it's a small number.

Male voice 3: Matter of fact two of our largest boats combined do a little more than that coastwide in other ports.

Male voice 4: I've seen that in [unintelligible 00:11:07].

President Christine: In the operations report, has everyone had a chance to review this and are there any questions?

?Male Voice: I have a question or just a comment. I was in the office talking to Travis about the telehandler and we were talking about a couple of the jobs that you billed and how they work. Do you want to update everybody on that? You said it went well.

?Male voice: So far we can tell everybody is doing everything we wanted to do. We starting to put all the gear back on the bigger drag boats, outrigger poles, winches and so far it's doing exactly what we wanted it to do. It hasn't not done anything we wanted to yet. We just got a man basket and a bucket [unintelligible 00:12:00]. We are going to be looking at some attachments but right now it's working really well.

President Christine: I'm glad you got to attend the SDA conference in Florence.

?Male voice: [inaudible 00:12:19].

President Christine: Thank you.

?Male Voice 1 : I move to approve the manager's and the operations reports.

?Male Voice 2: I second.

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Speaker 7: Commissioner Davis?

Commissioner Davis: Yes.

Speaker 7: Secretary Martin?

Secretary Martin: Yes

Speaker 7: Director Thompson?

Director Thompson: Yes.

Speaker 7: Vice President Vardas?

Vice President Vardas: Yes.

Speaker 7: President Christine?

President Christine: Yes. All right , old business. We need to appoint a budget committee and we have two spots available.

?Male Voice 1: We have no applications?

President Christine: No.

?Male Voice 1: I noticed--

?Male Voice 2: Who has the responsibility of [unintelligible 00:13:01]?

?Male Voice 1: It's one or two meetings--

?Male Voice 2: Who has the responsibility?

?Male Voice 1: You vote. You're going to review it, have input into it and vote to approve it. The board gets the final vote, but--

?Male Voice 2: Who establishes the budget in the first place?

?Male Voice 1: We have a budget officer and that's Kimberly. I noticed that the ad that we're running is appearing as a public notice and I'm wondering if we got a regular picture ad in Section A if it might not be more effective. I don't know how many people actually look at the public notices.

Female 3: [unintelligible 00:13:043] a picture ad or?

President Christine: A business card ad or a double business card.

?Male Voice: But a Section Eight ad as opposed to public notice and we continue to take applications would be my suggestion. I don't know what the board wants to do.

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Female 3: No, I've been told that it's all right if you don't have five members of the budget. We can have three.

President Christine: It is.

?Male Voice: The city only has two right now.

President Christine: But it would be nice for the people that attend the meetings, that are concerned, to step up.

?Male Voice: I think the thing is we need to make a robust effort and technically according to our budget counter, we're supposed to do the appointment today, but the first actual meeting where we're going to be getting budget information is April 18th. So I think we have the opportunity to keep working on this for at least another couple of weeks. Are we going to have an interim meeting?

President Christine: I think we're going to have a very short interim meeting, Travis, is that correct?

Travis: Yes, for the [unintelligible 00:14:56]? I'm not sure what the date's going to be.

President Christine: Sure, we could certainly add this. It's going to be well before April 18. I would like the idea of reaching out a little further into the community. I know we can move forward today, but I would like to reach out and see if we can get another couple of people. I see some people right here that are at every meeting. Come on, guys. Same as we get sitting up here.

[laughter]

?Male Voice: You get liability, you spend your time and you pay your gas and you get shot down in the price.

President Christine: Continually. Are you making a motion?

?Male Voice: Do we need a motion or we are just directing stuff generally?

?Male Voice: A small ad, like a two column [unintelligible 00:16:03].

Female 3: [unintelligible 00:16:05]

President Christine: All right, back to rates.

?Male Voice: Before we start on the rates, I'd like to make a comment. Last night we started our budget process in the city and Janell came up that our [unintelligible 00:16:29] this year is 2.3%. So you have to remember that when we're setting the rates. It looks like, to me, after the last couple of years we've not kept up with inflation. Also, looking at the mitigation plan today, reading it, I got sick. If you read the mitigation plan, you'll find out that we don't have a port here unless we raise the rates

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in the future [unintelligible 00:16:56] that fall down. That's what the big mitigation plan said today. If they don't like rate changes, we are not going to have a port. we have to got to at least try to keep up with inflation. We haven't done that over the years but [unintelligible 00:17:13]. Thank you.

President Christine: We have some staff recommendations. If we look at page one of six we now have two items that were taken off the backhoe, the hydraulic crane and the telehandler is on there. I'd like to ask Travis how he came up with the hourly rate for the telehandler.

Travis: I replaced it with the hydraulic crane since it's replacing that job.

President Christine: Okay.

?Male Voice: [unintelligible 00:17:47] was the operator?

Travis: Yes.

?Male Voice: Okay.

?Male Voice: I have a question you, guys, may or may not know Daniel [unintelligible 00:18:08]. I am looking at page five of six. First of all, I want to say that the highlighted yellow changes are great. Whoever did those, good job. Fairground might should be two words, but that's minor. On item eight-M property ground event use, this is just a question. We refer to boardwalk retail/slash parking lot. We talk about parking lot behind the main brace. We talk about parking lot at boat wash and I'm just not clear exactly what all those parking lots are. Item two boardwalk retail/parking lot. What is that?

Female 3: Can you imagine the divider that is by Kathy's corner? That divider that's there, that is how I see all the way to the road and over is the main brace. Anything over the boat launch. Anything past the retail buildings would be boardwalk. Can you see that? I'm sorry if I'm [unintelligible 00:19:24].

?Male voice: Can you give us a drawing for next meeting?

[crosstalk]

Travis: You'll notice a lot out in our parking lot out there all the parking, the lanes change direction? Some [unintelligible 00:19:36] and then once you go beyond [unintelligible 00:19:37].

?Male Voice 2: There is drawing of this someplace from last year.

Travis: Well get you, guys, a new one.

?Male Voice: One minor little point because main brace is gone. I guess that needs to be changed.



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President Christine: Why don't we go back and start at page one? And see if anyone has any questions. We have six pages here, and let's go page by page for any comment from commissioners.

Speaker 2: Travis, I noticed to [unintelligible 00:20:13] the other ones, we're the only person that doesn't charge for waste oil or oil water mixed. That's no big deal. We're the only the only port-- [inaudible 00:20:27] [crosstalk]

Travis: Waste oil we usually actually end up getting paid for that. As long as it's [unintelligible 00:20:31] oil water mix. [crosstalk]

Speaker 2: Okay, wait a second.

Travis: We're, I know, charging 50 cents per gallon.

Speaker 2: It's not a big deal.

Travis: It's a service that we've been providing that usually when-- because the same people get the oil water mix and oil.

Speaker 2: Do they?

Travis: It's the same people and it almost becomes awash with what they pay us versus what we pay to get rid of.

Speaker 2: But they take the oil water to--

Travis: They take it all. One company.

Speaker 2: They take it all?

President Christine: Does anyone have any other questions on page one? Page two?

Speaker 2: Before we go any far, do you think we need to raise these rates [unintelligible 00:21:20] after 2%? Just across the board?

Travis: I'm sorry, what did you [unintelligible 00:21:28]?

Speaker 2: Well, I'm wondering if the board thinks we need all but a few rates we don't want to raise 2% to keep up with inflation. Or we are to start going behind again. All our leases have a call it clause in it. All the new leases do. But none of the rest of the stuff has any call back in it. I know we hit the red in some of them pretty hard last year.

Speaker 4: I did this in January as well, looking at the January 18 to January 17, and then February 18 to February 17 and port revenues are looking pretty strong. When you went through this last spring, in spring of 2017, and set these rates, that's now being reflected in our revenues and I think we are doing significantly better on revenue

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and 2% is just an odd ball. You're going to get a lot of odd numbers in here that are hard to watch. I'm thinking we're generally okay.

Speaker 2: We're better off raising 2% this year or 4% next year, to catch up. That's one of the problems. If you don't keep raising them, then you're going to have a big jump.

Speaker 4: Well, maybe moorage. But I thought moorage-- [crosstalk]

Speaker 2: Moorage [inaudible 00:23:17] hard last year.

Speaker 4: Yes-

Speaker 2: [inaudible 00:23:19] got hit. Hammered.

Speaker 4: It looked pretty consistent with what the other ports have. All the comparisons they've given us to the other ports.

Speaker 2: Did you read the mitigation plan today?

Speaker 3: Yes, I did.

Speaker 2: How you going to fix that without money?

Speaker 4: Well, we're going to be looking for grant money from [inaudible 00:23:39] [crosstalk]

Speaker 2: You're going to have a match?

Speaker 4: We've got the \$600,000 in dock money coming and representative Smith contacted me after the end of the session and he thinks they might have added another \$600,000 to it. He's not certain yet. He's looking into that. But he believes they did. We've got, at least for docks, some match money.

President Christine: We're okay with page one and two. Looking at page three, I'd like to still see the charter boats per person go up to \$75. I would certainly welcome Mr. Martin input on this.

Speaker 5: How many charter boats are there?

Andy: There's eight charter boats.

Speaker 5: Those are mostly six pack boats, so we're talking 48-

Andy: 300-

Speaker 5: -times \$25, is the change in revenue.

Andy: Three inspector boats and five, six pack boats.

Speaker 1: Hold on, the board's discussing this, Travis. What has been your experience in the past?

Andy: Well, some harbors don't charge any charter boat fee. In Alaska, there's a substantial charter boat fee. One issue we have here is the charter boats that are moored, they're paying a fee, but there's a lot of guide boats that use the port facilities as well, and they're not paying anything [unintelligible 00:25:47] you'd question if they're even paying their launch fee. But in Alaska it's common practice that the charters pay a daily fee for the number of people on their boat per day. Which adds up to substantially more than \$50 or \$75 but even for a shorter season, other harbors in Oregon though, most of them don't have a charter fee except for using the boat launches and those are anywhere from \$200 to \$400 a year to be able to have access to the boat launch.

Speaker 1: Versus the \$5 daily?

Andy: Yes.

Speaker 2: This actually is just on charter boats. They pay \$5 plus.

Andy: No, it's on the guide boats. Like Winchester Bay and Kew's Bay, I don't believe that they charge a charter boat fee. This was originally established because of the extra use that the charters have. They use more water daily, they're using water, they're taking up parking places, people are using the restroom and the garbage is probably one of the bigger issues. But percentage-wise, we're looking at a big jump but also charter boats are generating revenue every time and every day they're making money using port facilities.

Speaker 2: Well, yours will be \$125 a year if we raise \$25, right?

Andy: Yes.

Speaker 2: Each boat.

Speaker 4: I'm sorry, it was \$125 a year when? What?

Speaker 2: For each one of his boats if we raise it \$75 [unintelligible 00:27:55] \$155 a year.

Speaker 4: \$150.

President Christine: \$150 for a six pack. [unintelligible 00:28:06] we need to look at, a guide fee for someone that comes down every weekend from Gold Beach, takes six people out and uses all of the facilities of the port at \$5. Is that something that we need--

Andy: That's something that most other ports charge but how do we enforce it here? How aggressively do we even enforce the boat launch fee? Are we out there everyday looking to see if they're doing it?

President Christine: How do other ports enforce it, Andy?

?Andy: They write you a ticket.

Speaker 2: They give you a sticker to put on your boat?

?Andy: If I launched in Portland at the 42nd Street ramp or in Estoria and I didn't pay a fee, now there's going to instantly be something under your windshield wiper saying you have a \$50 fine for not paying the fee.

Speaker 2: I agree a little bit with Andy. If you want to raise it to \$75, I'd like to see it go to \$75, but also, these boats have come down here in October especially season and the river season, \$5 they take their \$300 load out, for whatever he is, and fish and get charged \$5, pull the boat out, get it washed off, they'll run the motor out, make a mess on the parking lot.

President: If someone in the audience that would like to comment? Could you please state your name.

Clarence Cole: I'm Clarence Cole, I run a six pack. I go to Charleston in July August, September they were [unintelligible 00:30:02]. Being I'm only there for three months they charge me \$100 a month for [unintelligible 00:30:06] and they know my boat. When we get to salmon season all these guys coming in, they should be charged a fee. That's what they're charge me in Charleston because I'm only there for three months. I don't know what their yearly rate is. I do not know that, It's just that's what they charged me because I was there temporarily for three months chasing tuna.

President Christine: Do you moor your boat while you're there for those three months?

Clarence: Yes, in addition to my moorage.

President Christine: Thank you.

Clarence: Okay.

President Christine: Al.

Al: First of all, you, guys, got many many profit centers or business centers here.

President Christine: Al, we're talking about the guide service. Do you have something on now?

Al: I'll get to that. Why not cost of doing business is what you should be charging here. Commercial, it never comes your way, you should charge them because it's a

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commercial business. You got to make money over here and we got to supply the entity that you're going to have. For you do your business that should be charged. If it's a commercial entity you have a commercial charge and it should be based on the cost of doing business. How much does it cost you as a port to support this kind of business? Simple.

President Christine: Thank you. Back to guide. I'm going to call them outside guide services and the expense that it's costing work.

Participant 2: Non-moorage guide boats.

President Christine: Okay, I would like staff to come up with a plan on how we can track that and enforce something.

Participant 3: I also have a six pack charter. The only thing I disagree with is if you want to raise the rate that's fine. But I don't think anybody realizes per person if I carry an average of four people they spend an average of \$575 to \$600 a weekend here. Our percentage of what we take from that is very small from the amount of money that's spent in town. So the more raises we get, the more we have to raise the rates to compensate for that.

That's just going to deteriorate specially when we have a limited access of people coming in here. Hopefully with the salmon will bring income to the whole town. For every person who gets on the boat, he's going to spend at least \$500 bucks in town, minimum. We have to be a little conscious about that. I do realize we have other guys come in there but we have to look at as a whole as the income for the port. Everybody benefits from us being in there.

President Christine: Thank you. Maybe we should be looking at the outside guides that are not moored here.

Participant 2: Do you moor your boat ever?

Participant 3: Pardon me?

Participant 2: Do you moor your boat?

Participant 3: Yes, it's moored.

Participant 2: The port should least look at what Winchester Bay does or the Port of Siuslaw which states if you're a guide boat and you use the port facilities, it's from \$200 to \$400 charter fee to use the dock. The enforcement, if you're a guide and if you're required to do something and you don't do it then the marine board has recourse. So the port would have to notify the marine board.

President Christine: Could we have staff look at those two, and also come up with a recommendation on how we can keep track of outside guide services that are not moored in our port, and bring that to the next meeting?

AI: I think having a staff look at that's great. I want to make a point that it's not going to be a launch fee. We can't change the launch fee. It's a fee for using port facilities on a commercial basis for non-moored. There are a couple of hands if you--

President Christine: I'm sorry. Mike.

Dave: Dave.

President Christine: Dave, sorry.

Dave: Excuse me.

[unintelligible 00:34:52]

President Christine: You'll need to come up here and speak for the microphone.

Dave: There's no microphone? I'm sure you here from back there. One of the things that you have to look at when you're talking about charging a fee for outside guides, is you got to stipulate if your boat stickered as a guide out of the area fun fishing or not, they have to pay that fee. You've got to police these people, they're going to say, "No, these were just friends of min. We weren't chartering today." We have that problem on the upper chuttago where I have a permit. All I'm saying is if the boats licensed as a charter boat they should be charged the fee, fun fishing or not, because you'd be really trying to pull.

?AI: An example of that, on the Kenai River guys are allowed to operate from Tuesday through Saturday from 6 a.m. to 6 p.m. After 6 p.m. or on Sunday or Monday, you cannot be on the water with a guide boat. If it has a guide sticker on it, you can't be on, you can't even cover it up with something. The policy would be to use a registered guide boat, you have to pay that fee if you're going to use the port facilities. All guides are required to display a decal from the marine board that says you're a commercial guide.

President Christine: Thank you.

Participant 4: Thank you.

President Christine: If you'd like to come up.

[crosstalk]

President Christine: Excuse me.

[crosstalk]

Participant 5: You can't [unintelligible 00:36:32] at the Winchester Bay [unintelligible 00:36:34]--

President Christine: Would you like to come up and introduce yourself then speak? Please, we're just trying to keep our minutes straight.

Participant 5: I'm just saying you can't use Winchester Bay because they have a big river fishery compared to what we've got for guides. I know what you're saying but they got a more lucrative business.

AI: For a lot of the guides to get around that they launch in Reeds Port and there's some guides they don't want to pay the guide fees so they'll launch in Reeds Port and run all the way to cross the bar. But Reeds Port was one. Then the Port of Siuslaw, the City of Florence requires a guide fee.

[crosstalk]

AI: I understand but that's an example of one that has a fee that they're charging and how they do it.

President Christine: Thank you. Okay, does anyone have any other comments?

Participant 2: [unintelligible 00:37:40] not here about the fuel.

Participant 3: I have a question on the fuel. Maybe Travis can answer. How often do we sell over 3,000 gallons through our pumps?

President Christine: We're all on page four now.

Travis: Not a lot but occasionally.

Participant 3: How long does that take?

Travis: Three and half, three hours.

Participant 3: What's typical sales through our pumps? I'm not talking about the steel wall and all that.

Travis: I know for the month of February we sold 50,000 gallons. Just over 50,000 gallons.

Participant 3: What's the typical size of a typical sale?

Travis: Probably 100 to 200 gallons is a typical sale. We just have to name branches and boats to say that really.

Participant 3: I have a question on the RV park. You won't have an answer today but maybe for next time.

President Christine: On what page are we on?

Participant 3: Same page, four. Maybe next time staff could bring us an answer on this. I've been noticing revenues are up the last couple of months but over the year before. But I don't know if that's pre-booking, or for summer, or if that's actual stays. We used to get a stay report and we've seen the the RV park stay report. If we could see that for February and January and we'll be into April. January, February, March we would probably be in a lot better shape to say what we want to do with the winter rates on the RV.

Participant 2: Jane, what difference does it make? The revenue's is up.

President Christine: Well, it makes a difference if someone in January booked. A lot of people booked for the week of fourth of July and sent in a deposit, then it's going to look like it's January's revenue when actually, it's July's revenue. That's where we see the amount of stays from that stay report we can compare that. If there's any way we could compare them, if we could still pull the report from 2017 and compare January to January, February-February, that would really help the board I feel.

Speaker 7: Okay, yes I can do that too.

Male voice 2: Thank you. I'd like to go back to page three for just one second. One of the things you listed on your list, Daniel, was the parking pass, the launch fee. Those people that launch daily, they don't buy fuel from us. They buy out of town. We get no profit from there. In the summertime we've got to clean the launch ramp from all the garbage that sticks on the [unintelligible 00:40:57] on the parking lot. They go and wash their boat, run their engine out. It costs us money.

Female voice 1: I was just letting you know what complains are [crosstalk].

Male voice 2: I'm just saying, I'm not for dropping it.

Female voice 1: I'm just glad you know what complains are [crosstalk].

Male voice 2: I'm just giving the reasons why. Okay, we can move on.

President Christine: Does anyone else have--?

Male voice 4: Do you want to provide us with what can we use to compare? I guess so, it got raised last July 1. Do you want to give us a six-month or eight-month year to date comparison of parking revenue from the year compared to the year before, 2016? 2017, July 1, is when the rate increased went into effect, if there was an increase, to present versus the same period in 2016, beginning July 1, 2016. So we can see if we're losing revenue because it's too high or what.

President Christine: I have a question on page three and this is before I was a commissioner. I seem to remember last year the board was trying to get commercial and sport in line with each other, is that correct?

?Male voice 2: Yes.

President Christine: The previous board said, yes, that's where we needed to go over the next several years but we don't want to hit anyone too hard in any one year. It looks like on daily we're a penny higher in commercial. The annual, there's a pretty big difference between semi-annual and annual. Are we going to continue with what the previous board had decided and try to increase these in small increments to where they're all going to be the same? We have to board members that were part of that conversation and voting.

Male voice 2: Well, last year I tried to raise the annual commercial \$2 a foot they said they'd all [inaudible 00:43:43]. 170 foot boat is \$140. We're going to leave \$140 [unintelligible 00:43:49].

President Christine: Roy, you were on the board last year.

Male voice 1: I'm still not clear on where with the discount- discount from what is-

President Christine: Well, the commercial used to get a 25% discount.

Male voice 1: The discount from what?

Male voice 4: Here's your sport rate at 39,45 a foot annual and here's your commercial at 34,02 and. So sport's paying, I think that adds about 17% more right now for sport. It was a 25% difference and last year you began to close that gap.

Male voice 2: Right, I think if you look up above the sports is water only. Commercial has water and electricity and I pay \$25 extra for my electricity just because I have it and don't use it but I [unintelligible 00:44:46].

President Christine: When I look at the problems we've had with the garbage and what it cost before.

Male voice 2: You've got [inaudible 00:44:58].

President Christine: Can anyone come up and make a comment.

Male voice 5: One of the things-

President Christine: [unintelligible 00:45:10] please.

Male voice 5: -Mr. Thompson, that you're comparing, and I need to ask Danielle, do the sports have a monthly billing for the electricity they use if they have electricity? So there's no difference in for my commercial rate, for my electrical use.

Danielle: No.

Male voice 5: What I'm saying is, if I don't use it just as even sports has a recreational versus commercial if we have electricity supply they all get billed.

Danielle: Billed the same [unintelligible 00:45:40] straight across for the user.



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Male voice 5: That's what I was wanting to know. If the commercials didn't get the extra charge because they were billed separately versus a recreational didn't get billed.

President Christine: Thank you.

Male voice 2: Well, we looked at an even amount of the commercial rate and the sport rate, we want to look at a rate comparison of doing it over a five year period and just seeing what the percentage and raise it until it's even for seven years.

President Christine: Well, I think last year they were going to do it over, was it three years?

Male voice 2: Three to five I think.

President Christine: I think that's something we can check on.

Male voice 2: Last year we hit the sports pretty hard because we discovered the people in one basin were paying less than the people on the other basin for the same length boat.

?male voice 1: I think if we're a registered commercial boat or we have a commercial license, then we have the discount. Otherwise, you're paying the regular rate.

Male voice 2: That's right.

Male voice 1: It's not divided by basin now, is it?

Male voice 2: No strictly by license.

? Male voice 5: I had a question to the gentleman with six-pack boats. What rate do you pay as a charter business fee in a commercial business?

Male voice 6: Danielle could tell you. She charges, and I don't know what it is per foot, she just says this is what my bill is. So I paid it. That's all I know.

Male voice 5: Are you paying the same as the commercial?

Male voice 6: I believe with the-

Male voice 4: They get the discount.

Male voice 6: -say \$50 per person.

Male voice 5: I'd like to hear that from the staff, though, not from a commissioner.

?Male voice 1: Roy, it's right on here. They pay the same as commercial.

Male voice 5: They charters do?

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Male voice 1: Yes, it says right on the bottom. [crosstalk].

Male voice 5: \$50 was personal [inaudible 00:47:36] .

Male voice 6: I'm not sure what we charged it.

Male voice 4: Danielle stepped out.

Male voice 5: Thank you, guys.

President Christine: Well, our gap isn't that far apart. I'd like to see us be able to do that in the next three years.

Male voice 2: I'd like to see the commercial raised \$2 a foot this year or a dollar and a half, whatever you want to do, just to get it closer.

President Christine: What would be an average for a commercial boat as far as footage?

?Male voice 1: Like 40-50 foot now average.

Male voice 3: Average size in here between--

President Christine: Fifty-foot boat's going to cost them another \$100 a year.

?Male voice 1: Yes, our average is 40 foot.

President Christine: So \$80 a year. That certainly seems reasonable to me.

Male voice 2: That would help pay for docks.

?Male voice 3: It's [unintelligible 00:48:42]

Male voice 5: That's my word to the commissioners. We want to raise rates.

President Christine: We can't go back and fix whatever.

Male voice 5: I know, but we're not supplying but the parking lots that the retail especially in around [unintelligible 00:49:02]. I don't have a problem raising rates for infrastructure was a little more sound.

President Christine: Rates haven't been to where they're going to pay for infrastructure for many years.

Male voice 5: That's my point, so raising rates on anything is- I would like to see it minimal because we're not going to get our infrastructure money from raising rates.

Male voice 4: Well, we're in a situation where our normal operating income, this is exclusive of grants and other odd ball things. Our normal operating income is now

paying for all these loan payments but we're not maintaining the port. We're not painting the buildings.

We're not repairing the roofs.

Doug: Could you speak up a little bit please?

Respondent 1: What I'm saying, Doug and the audience, we're in a situation where our net income from normal operations exclusive of grants and taxes and other oddball revenues and expenses, our regular net income is now making our loan payments. We're making our loan payments. We're paying staff, we've got a little bit of cash but we're not painting buildings, we're not re-roofing, we're not patching asphalt, we're not keeping the port the way it should. I agree with whoever said, I think it was Roy, he said we're not going to fix infrastructure by raising moorage rates and I totally agree.

We're not going to fix slopes or replace piles or any of that. But we're not going to get grants to paint the retail center. We've got to do that out of regular revenue. We're not going to get grants to re-roof it or this sort of thing. Regular maintenance we've got to get out of revenue, that's what I'm saying that's my opinion.

Respondent 3: I agree with that.

Respondent 4: What's your projection on that? [unintelligible 00:51:24] loans get paid off.

Respondent 1: A lot of the loans will be paid off in 2030 if they waive the interest. We're making a principle only payment right now and the payments are supposed to be done in 2030 but the interest is accruing and the IFA has the authority to waive it but lately they're saying they don't think they will. We don't know what happens.

President Christine: I'd like to just start moving along because we're looking at almost eight o'clock now and we still have a lot on the agenda. I would like staff to get us what we need that we've requested on the rates and I'd like for the commission to really review this. I would like to see this wrapped up at the next general meeting. If anyone has any other questions so we can.

Respondent 5: I have a question.

President Christine: Excuse me, we need a-- Because we still have a lot left to go over. Excuse me, the next thing on the agenda is the commercial fish unloading.

Respondent 6: I didn't see the jetty, the dyke [unintelligible 00:53:15] I call it a dyke. Didn't we block that off legally?

Respondent 5: I'm still waiting to hear back if that jetty is actually ours, but if it is ours then, yes, we will be able to. I haven't heard back from [unintelligible 00:53:33].

Respondent 6: Me neither. It's used very little that dock [unintelligible 00:53:39]. The only time of year it's used at any extent is during river salmon season. It has to be blocked they're fishing [unintelligible 00:53:47] if they can walk that far. I think it's the best idea yet is to use a crab dock and block that off and the percentage you have is okay with me. I want to make motion [unintelligible 00:54:02] commercial fish unloading on the dike, on the crab dock, on the river side of the [unintelligible 00:54:13].

Respondent 5: I'll second that. Under discussion, I think it's a mistake to close that crabbing dock and there's going to be too many conflicts of offloading there if the dock is open. I don't see how you can unless you add times. But that dock is used by local residents and by visitors and every day when I come in there's two or three or four or five people on that dock using it. I prefer making some modifications inside the marina to make a place where larger boats can go to a side tie space and offload there and changing the parking enough to make a loading zone. You're still going to have to put the fish in a cart and bring it up the dock.

Respondent 8: I talked with Travis about a week ago and Andy was there. The impression I had is we're talking two or three people a day doing this unloading. I am very opposed to closing it off to other people. Unless somebody has a different concept of the amount of use, I don't think there's any reason this needs to be exclusive for two or three people a day or anything needs to be closed off.

President Christine: I agree.

Respondent 6: But we're talking about just using it as a commercial fishing unloading dock. We're not voting to close it down.

Respondent 8: Well, there's the signage here, " This dock shall be designated exclusively for the use of permit holders."

Respondent 6: No, I withdraw my motion.

Respondent 8: Then there was discussion a moment earlier about closing off the whole jetty and I'm reasonably optimistic that that is owned by the [unintelligible 00:56:15] and we can't close it but either way I wouldn't propose it.

President Christine: I like option two better myself.

Respondent 5: [unintelligible 00:56:25]

Respondent 8: Option two is right up by the launch [unintelligible 00:56:30].

Respondent 5: Utilizing H dock.

President Christine: Utilizing H dock?

Doug: Part of H dock [unintelligible 00:56:39]

Respondent 9: That'll be removing six fingers, three on each side? Can I ask you a question before you make a comment? If on the H dock if the N fingers were removed three on each side, how difficult would it be to maneuver into that versus maneuvering to where the launch ramp transient dock is?

Doug: You're asking me [unintelligible 00:57:04]

Respondent 9: Yes.

Doug: [unintelligible 00:57:10] at the end of the day is by far the better option than removing parking down there where you're talking [unintelligible 00:57:21] is for a loading zone because what you wind up with is let's say, and I just got [unintelligible 00:57:29] of one that has unloaded the [unintelligible 00:57:32] before and we're just going to use [unintelligible 00:57:33] as the place [unintelligible 00:57:36] right now. You take a boat like [unintelligible 00:57:38] it's not going to make it in there very well, and very well may smack that aerator down there in the base. He can't sell to him and he has, it's one of the boats that Travis has on that list.

Respondent 9: But has he ever gone to the transient dock, the boat launch transient dock and unloaded there?

Doug: I don't know, but you're talking about a boat of that size, yes, it's sold through us. You are creating and then [unintelligible 00:58:07] when to launch of boats coming in, or trying to get out. How much congestion are you adding to there by moving it down there? We're better off moving it out of there. Now, I understand the crab issue, people going down there and using that dock across from BC Fisher. The problem comes in if you have people throwing rings off there as you've seen and witnessed how much extra room that they fill out there.

It's way too much even on a high tide and now any boat you going by or whatever has to swing so wide to keep from getting it wrapped up in your prop. There has to be something. Somebody's, unfortunately, going to have to give. If we get a seat in here like Mr. [unintelligible 00:58:48] is speaking of for commercial, you can see out of town boats coming in and the rest of the public going to buy a lot of that [unintelligible 00:58:54] canned fish a day from them. They're going to need a spot to unload and that would be the better spot for them to unload than trying to maneuver down through, down there to the H dock and unload, especially if you've got recreational boats trying to get in and out.

Respondent 9: Can I ask you a question? Who's the main buyer? Russell?

Doug: It all depends. Understand, if you're going to have nobody packing their fish up the dock you've got people, and I'm going to throw out those that are known to do it, you've got Jim Pesky Kelly who takes his product, I forget the guy, I think Gary's his name I don't know his last name, he's got fish buster.

Respondent 5: Jerry.

Doug: Jerry, excuse me, that transport their fish to [unintelligible 00:59:46] that they go up there. But those are the other boats down here that you're going to see doing it and then if you get out of town boats they come in. You're better off locating them in one area that's away from the congestion because it's everybody grab

[unintelligible 01:00:01] at times that [unintelligible 01:00:03] gets real hectic and people are real idiots at times down there. Keep us away from them. That way we don't have the confusion, and get the [unintelligible 01:00:12].

[background conversation]

Martin: There was fishermen that want to have the access to offload at the transient dock, and I don't see the huge difference between going to the boat launch transient dock, and a modified part of the Marina. It's in the same area. It's right next to each other. The parking, how many spaces, when you went and looked at it? Part of it is a loading zone already. Correct?

Travis: Yes there is--

Martin: Like one parking spot, or maybe two parking spots?

Travis : We're going to lose one parking spot is what I do see so far. We're going to move the handicap spot down, and widen that loading zone that's there now. It's going to have to be a little bit bigger.

Martin: I'm not going to make a motion yet, but I'd like to see us pursue an option two, but also, for option two that you presented here. Also, on the crabbing dock, I don't know how you would administer it, where the bigger boats could use that, but there'd have to be a certain time that-- at any time go, in there and use it, and kick all the people that are crabbing or using that dock off.

?Davis: Does the state mean, or have anything to say about where these people have traditionally unloaded their fish? For 27 years that I know of, has been right up the ramps, in the commercial basin. Is there any reason to change that? All those boats can pull right in there, plenty of room, unload their stuff, load right off the ramp, put in on trucks like we have forever, and take it over to rest.

Christian: On option two, is what you're speaking of?

Davis: No.

Travis: You're asking what?

?Davis: Over in the commercial basin. When the guys come in, and they have a small amount of fish, they unload their boat into a wheelbarrow, or a trashcan, and they drag it down the docks, and up the ramps in the commercial basin. South of home. Is there any reason that we're not allowing that to happen, and are we going to close that down?

Travis: I have a port ordinance saying that there's no--

?Davis: We have to do something with the port ordinance.

Vargas: I just think that's a misinterpretation of it.

Davis: I agree with you.

Vargas: During this last time. That's how I read it, and then we said, but none of the commercial boats are paying to offload on the receiving docks, or have that permit. I don't think that's what it meant because it's not-- Or we can issue this free permit, and let them do it wherever they're moored.

Thompson: Jim, there's a difference between what we're talking about here. These are whole fish they're selling. We're talking about a permit to sell filleted fish off the boat. Two different issues. One of them needs-- [unintelligible 01:03:25] [crosstalk].

The permit is for selling off the boat, and then, if they want a permit, I don't think you have to create a permit.

Vargas: Well, I don't think we do, but just to be safe, if we did create this permit is, allows the commercial sale and purchase to take place, and it specifies a place on the dock. Instead of that, we can say that they can-- We can just give them a permit to take fish off the dock. This is for non-retail sale or whatever, however we want to work that. It's distinct from the people who are doing retail sales of filleted product, or boiled crab. I don't know if you want to recognize--

Christian: I don't. No, we're running too late. Travis.

Travis: The final stance right there is, I'm misinterpreting our port ordinance. I don't believe there's anything else that we have that would ban them from doing this. If I'm misinterpreting it, and that's what we're basing this off from, then I don't believe that there's any other ordinances or rules that stop them from doing that. If I'm misinterpreting, what I'm saying is that this might be all for nothing.

Vargas: Well, we looked at the ordinance last time, and we had this discussion amongst [inaudible 01:04:53]. When you first look at it, it looks like it says you need a permit. Then we decided, none of the commercial vessels are issued permits for offloading. Somebody said, "Well, but they're doing it at the receiving dock," but I don't see that there's any distinction in the ordinance. What the intent of the ordinance was, the conclusion I'm left with is that the intent of the ordinance was about retail sale of filleted fish, or however they--

Selling off the boat to retail customers. We're now talking about hauling a wheelbarrow up, and selling it to, maybe, a live buyer, maybe to Russell, I don't know who, but they're not really selling off the boat. They're using our dock to haul a wheelbarrow, or a trash can up. The same as they would haul a load of trash to the dumpster. They're

not selling off the boat. To me, I just think they're okay the way they are, but I think the whole board should comment. Not just me.

?Davis: No matter what we do with this, if we put it in Basin One, at the end of that deal-- On our plans, for the next going [unintelligible 01:06:30] project, we will reconfigure the things.

Christian: I think Jim's point is that we don't have to have a spot.

Vargas: I think it's Roy's point, and I'm providing a--

Christian: Is that, we don't have to have a designated area if someone has a slip. Could it be a boat that doesn't have a slip that can't pull in, and take six fish off, and sell them?

Vargas: If they don't have a slip, they're going to come up the launch ramp, and haul the boat out with the fish on it--

Davis: Deliver it.

Christian: Deliver it. Do we need a designated area?

Vargas: I think we just need to direct staff our interpretation of the ordinance.

?Martin: They can unload at the state mooring board, transient dock. There's two ramps in the South Basin: a north ramp, and a south ramp that covers 90% of the boats that are moored, and that are going to take their fish here to Gold Beach, or elsewhere. Pacific Harvesters. I mean, are you somewhat [unintelligible 01:07:47]--

Vargas: Are you okay, operationally, with them taking fish off the boat wherever they're moored, and running it up the ramps?

Travis: Operationally, I have no problems with [inaudible 01:08:00]. My whole thought on a lot of this, though, is once we do have a public hoist available, and once we make one available to people. If we implement giving them a spot to do it, and recognizing that they need a spot to do it. When we have a public hoist, and we'll it in our revenue from that public hoist. If we get a public hoist, the entire time we let them take it up the ramp, we might not make anything off the public hoist, it'll be very limited.

Christian: What we could do is--

?Davis: The public hoist is going to be used for larger loads, though. That's only used for [unintelligible 01:08:49] crabbing. We just have all these day-fishing boats mainly.

Christian: We can also re-look at the ordinance at that time we have a public hoist.

Davis: I want to ask a question, Travis. Has anybody from the port went down, [unintelligible 01:09:05] at least use hoist during the summer time.

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Travis: I'm sorry, I can't .

Davis: Probably the least used hoist during the summer time is Hallmark right?

Travis: Probably.

Davis: They got two hoists. Correct? Has anybody from the port went down to see if, some way, we can make a deal with them. We could pay them to use that, or if fishermen could pay them to use it.

Travis: I believe that if the fishermen go and talk to Hallmark, Hallmark has options for them to be able to use their hoist, even if they don't unload through there, but the port has not.

Davis: Okay. I don't know why Russell doesn't go and ask some place, one with a hoist. They're the least used. If Hallmark's the one closest to the field. For something bigger than putting [unintelligible 01:09:58] live hauls, six salmon out of [unintelligible 01:10:00] boat up the ramp

[unintelligible 01:10:00] tote, or a commercial guy hauls it, it's the same.

Christian : Andy, did you have any further comments?

Martin: No, I think that we were talking about this for a convenience for the commercial fishermen to offload, and for some of the buyers to be able to get to them. I don't have a problem with them taking a cart on any of the docks where they're moored and getting their product off.

Vargas: Does any commissioner have a problem with the moorage customer's pulling fish up the dock? With the [unintelligible 01:10:46]. Are you okay with that, Travis?

Travis: Yes.

Christian: Do we need a motion?

?Davis: No. Just doing it like we've always been.

Christian: I'm going to open a supplemental budget hearing, and I will take comments. I spoke with Kim, and we have a resolution, and a recommendation from our audit, per our auditor, and Kim said that she spoke with commissioners Vargas, and commissioners Thompson and they could explain the supplemental budget hearing process to the public. Would either one of you like to start?

Vargas: What this does, substantially, as I understand it is, we had a bridge loan, some of the bridge loan from the [unintelligible 01:12:17] for BC fishery stock was received in this budget year. That estimated revenue came in to one fund, got transferred to another fund, and expended from the second fund. In doing so, I think it got double counted.

What this does is, it changes that income to come into the capital budget fund, and be expended from the capital budget fund, and it fixes the math error.

Thompson: Basically, let me explain it to you. It's been floating in there in different places for quite a while. I've always wondered why we had this and that, and somebody explained it. It's just to straighten out in all the right places which you had to have, add a dollar to another fund, and a dollar to another fund to get it all to come out right. This is what we needed to do to make sure our audit totally balances right. Then, one of those things have been around for a few years I've seen, but not knowing where to put the money, and move it from one of assets here.

Christian: Is there any questions from the Commission? Any questions from the audience on this?

Davis: I make a motion to approve resolution--[crosstalk]

Vargas: Wait until she closes public comment.

Davis: What?

Vargas: Wait until she closes public comment.

Christian: No comments from the public? I'll close the comments now.

Davis: I make a recommendation to approve resolution 490 on our supplemental budget, to correct resolution 477.

Vargas: I'll second that.

Christian: Danielle.

Danielle: Commissioner Davis?

Davis: Yes.

Danielle: Secretary Martin?

Martin: Yes.

Danielle: Fredrick Thompson.

Thompson: Yes.

Danielle: [unintelligible 01:14:24] Vargas.

Vargas: Yes.

Danielle: [inaudible 01:14:26].

Christian: Yes. Court counsel bids.

?Vargas: Well, we have one for a 180 an hour, I thought that that from Ms [inaudible 01:14:57] is not responsive because it did not include a sample contract as required in the bid document. We have one from Martha Rice for 190m and one from Carlton, and Carlton law office from Shayla McKenzie at 200 an hour. She also charges a little more for her paralegal. I would like to see this awarded to Martha Rice.

Thompson: Well, let me speak on Martha Rice. I've been working with Martha Rice now for about a year. She's a counsel, she's one of the three or four legal people that city of Brookings has. I like that she could be sitting here tonight, when we need her for \$90 a day, and a trip, no matter how long we need her. We've had her on the phone [unintelligible 01:15:52] all the time we've used her at the city, which is almost every meeting.

Look at her credentials. She works in [unintelligible 01:16:04] city. Her resume is very deep, and I felt that Mr. Cauthy has, in a lot of ways, didn't do us any justice, and left it on the [unintelligible 01:16:20]. I've not been real happy with Cauthy for quite a while. I think we need to [unintelligible 01:16:26] Cauthy, and Stephens until we get this lawsuit straightened out, and [inaudible 01:16:30] straightened out.

Vargas: I would suggest that if we make a change in counsel that the new counsel would coordinate the transfer of responsibilities, and it's very possible that Cauthy and Stephens would continue to just, for instance, the matter we discussed in executive session might continue under them, or not. Depending on how Ms Rice felt about it if we went that way. The same with the other legal issues that, basically, she would be port counsel, and she would recommend to the board how we proceed in transferring. Obviously, we can't cause any great disruption in doing so.

Christian: Are you making a motion?

Vargas: Well, I want to correct my understanding of one thing. I think this travel fee just means the hourly rate for the travel won't be charged, but the time she is sitting in our meeting, I think she would charge. Is that okay? You're pretty sure of that? Well, I don't know--

Thompson: It says right in her note, go charge.

Christian: It says no monthly minimum. It says hourly rate won't be charged for travel because she's charging \$95 for travel, but her hourly rate is \$190.

Vargas: I think she would be charging that for the time in the meeting. She's saying she's not charging it for the time traveling. That was how I [crosstalk]

Christian: That's how I read it.

Vargas: Basically, as I figure it, she's charging, essentially, half rate to travel, and nothing really for the miles. I'll wait on a motion until we have other board members say what they think.

Christian: I was impressed with her resume. I haven't met her personally, worked with her, but she certainly has the professional experience that this port needs. I, too, whoever is chosen, would wait for that attorney to recommend to the board on changing over, or continuing because they're the ones that are going to have to work with the issues going forward.

?Thompson: On Martha, when you ask her to research something, she'll research it partway, and not spend a lot of time on it, come back and ask the counsel if they wanted to go deeper into it or not, or just stop at this point, that's enough information. As far as I can see in my time that I've been on city council, she doesn't try to [unintelligible 01:19:44] her time, but an extra time doing things, I think, sometimes, it does need to be done. She's very competent.

Vargas: I would point out, she does she does live in California. She is licensed in both states, but she went to law school in Oregon. She's kind of an Oregon attorney at Lewis and Clarke. Do you have--

?Thompson: No, I'm good. Through other people other than the board members here, I know of Martha, and I have no problems recommending Martha.

Christian: Andy, did you have any comments?

Martin: I was hesitant to vote on a new attorney when we have multiple lawsuits ongoing right now, and we're in the middle of those. The port has spent money on legal fees with the current litigation. I'm not so sure we should risk to change attorneys in the middle of this.

Christian: Because of what I've seen, I'm more in favor of doing it yesterday, but that's just my opinion.

Vargas: I believe that she would advice us on how to transfer, and what we should leave. It doesn't mean that under her direction we couldn't continue to use Mr. Cauthy if that's what she advises. It means she's our lead main counsel, that we're going under contract with her. We've never had contract with Mr. Cauthy, and that disturbs me a great deal. I'm going to move to adopt the sample contract that Martha has provided, and authorize the signature authority to president Christian and secretary Martin for today's date.

?Thompson: I'll second that.

Danielle: Commissioner Davis?

Davis: Yes.



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Danielle: Secretary Martin?

Martin: Yes.

Danielle: [unintelligible 01:22:16] Thompson?

Thompson: Yes.

Danielle: Vice president Vargas?

Vargas: Yes.

Danielle: President Christian?

Christian: Yes.

Vargas: I'll just comment if staff will, well, yes. We'll have to get Martha's signature on this before it's in effect. Staff will need to work with her on that, and then we should probably schedule an executive session with her at our next meeting to discuss ongoing litigation if she agrees, and how we would transfer, and work that out between the attorneys. Anyone disagree with that?

Christian: No, I've got it on the list right now. [inaudible 01:23:09] Search for port manager.

?Thompson: On this deal here, on the search for port manager. Last year and 2015, we laid out a pretty good plan on, or 2016, to hire a port manager. All of a sudden, when I was not available, they hired Gary [inaudible 01:23:41]. I don't know why our plan that we had in place wasn't followed through.

I would like the court staff to dig out the last plan before we go any further on this. I know we hired SDAO to help search, I don't know if we do get any candidates.

Vargas: They never started the search. The board was approving the job description, and then they were going to start the search at the meeting where we thought the job description was finally going to get approved. Kaboom, they printed that all out. We need to start with that. We need to find that job description.

Travis: When was it made? It was made, then?

Vargas: I don't recall if the board did approve the job description or not. Was it September or October meeting of 2016? It should be in August.

[crosstalk]

Thompson: We laid out our plan in August. Because I was not here in October and November.

Christian: No, it was September and October.

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Thompson: September, October.

Vargas: Yes, you did the fish fry at the Slamming Salmon on Labor Day, and then you excused yourself.

Thompson: I went on a two months vacation.

[laughter]

Vargas: I can find that on the website if the minutess are on the website, or the agenda packets on the website. I should be able to find that. It's that time frame, there should be a job description, and then, SDAO was going to do the job search. They just needed a contract with us, and job description, and then they were going to do- I think, it's for whole North Post, wasn't it?

Christian: Yes.

Martin: I think you're correct. I remember, you are correct.

Vargas: Is that how you want to go this time?

Martin: I would like to do a thorough managers search as per SDAO. The only thing I have a problem with is, we've gone to SDAO before. SDAO gathers up applications from all over the country. They narrow it down, you pay for these people to come in, and get interviewed. If we could somehow ask SDAO if they could keep it somewhat Northwest local. Instead of going to the Great Lakes, the East Coast. We spend quite a bit of money entertaining whole families, that's how they get a vacation. I would like to see it Northwest, West Coast. [crosstalk]

California to Alaska?

Vargas: I would go for that.

?Martin: Are we interested in any from Idaho, or from the Snake River?

Thompson: I hear them river people would be all right, they know they're Northwest. One thing, when I was up at the conference, the river ports have a whole different deal than the coastal ports. They don't have fisheries, they don't have derelict [unintelligible 01:27:19]. They got commerce, and that's their thing.

Vargas: They have grains silos.

Thompson: The second largest ports is Morrow.

?Davis: We think Morrow is the largest [unintelligible 01:27:29] even.

Vargas: Maybe staff could contact SDAO, and get the details going with them to bring to the board, and we could get this job description found, and figure out if it was adopted or not. If it was adopted, it's good, if it wasn't we can [inaudible 01:27:52].

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Christian: Changes?

Vargas: Yes.

Christian: If we need to.

?Thompson: Get the SDAO to come down last time and talk to us.

Vargas: I think George can.

Thompson: George and somebody else.

Vargas: I would just say, if we're not comfortable with how SDAO does it, the county is using Profman to look for their accounting administrator. They haven't been hugely successful. They have reviewed the pilot set at 1.9 candidates, and it's been another three or four months since then. I don't know how many, but they did bring in some candidates.

There are other firms, as I recall from what I recall, what the county is paying, and what SDAO, I think, wanted \$5,000 last time. I think SDAO is substantially cheaper, and quite experienced, and would do the job.

Thompson: The one thing about SDAO, they know about special district. Moors special district. We're sure [unintelligible 01:28:53]. There's 27 port districts in the State of Oregon, and one of them has been looking for a manager for quite a while, but don't [inaudible 01:29:01] very much.

?Davis: You see, that's the thing. It's going to take a while.

Vargas: We need to get this started because Cauthy's contract is limited to six months, and one of those months is gone, one and a half.

Christian: Danielle, you're clear then what we need?

Danielle: Yes.

Christian: Thank you. All right, new truck. Travis?

Travis: Currently, right now we have one [unintelligible 01:29:40] in each truck, one other truck with a lift gate that is currently helping the [unintelligible 01:29:51] fish station, stuff around the port. It's not allowed to leave the port. We have four out of five employees, with roughly one and a half years. In this, I provided some options for a brand new truck, like what we have, one with- if we put \$2,000 dollars down, we'd buy it outright. There's also two options in there from the Oregon Surplus, which is a Ford Ranger and a Chevy Colorado, [inaudible 01:30:28] Oregon Surplus website. We need to do something about our vehicle situation with our employees.

I understand buying brand new might not be our best option right now. We do have our fleet deal, that's why we got the brand new truck to begin with. To keep that, we

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do need to use it. Provided us with a bunch of options, I know money is kind of all over the place, so I just wanted to let you guys know where we're at.

Vargas: Have we looked at any option of compensating- I understand port employees are using personal vehicles at present. Have we looked at any option of compensating them to continue to use personal vehicles, and do we have any sense how they would feel about that, and what we could do to make sure that insurance is covered, and all that?

Travis: The insurance issue, I have not been addressed. I was driving my truck everyday, so I don't, the insurance, I know it hasn't been adjusted. Plain and simple, I don't think we should be putting our employees personal vehicles through our port until we- Well, really [inaudible 01:31:56]. There's no point, we can't pay our employees enough to cover the vehicle damage that you incur going through our roads, and everything that we have here.

Christian: What's the mileage rate up to now?

Travis: About 54 and a half cents

Vargas: They don't get any miles, they just bump around

Travis: You can drive 5 miles, and it's as good as about 1,000 miles.

?Martin: I worry about the liability more than anything else. Travis, have you looked at the government, not the state, the government surplus? Is it GA?

Travis: The GSA? I think it's GS.

Martin: Have you looked there, right? To me, the best truck we could find is, I call it a work truck, with a cargo bed, a work bed in the back. It keeps the tools there, the parts and stuff.

Travis: Parts, keeping tools in our trucks, we have not found that that works out very well due to high theft. I completely understand locks. Locks keep the arms honest, in my opinion. Things have been stolen out of trucks with them being locked. It gets locked up, anything like that. That's why we have our tool room. Every one of our employees puts their tools away when they're done.

They don't get back to the truck. It can be as something as small as a Ford. We don't need another full sized vehicle. I haven't looked on GSA, this is just so I could let you guys know. What, I guess, I'm leaning towards next would be a number that we're comfortable with us spending. Or if you guys just want us to present you guys more options.

Christian: What about a smaller, like, one of the smaller trucks? Is it 150 a Ford? [crosstalk]

Travis: The Ford Ranger would [inaudible 01:34:00] an example [crosstalk]

Christian: Yes.

Travis: You know, it's \$4,200 through the Oregon Surplus, in Salem.

Christian: I hate buying someone else's troubles. Could we look at, in our fleet agreement, if we could look at a Ranger, where it might be half the price?

?Davis: No, they don't make Rangers anymore.

?Martin: They started it, they did. They started making them again, didn't they?

?Davis: Last van [inaudible 01:34:27] this could've been about [unintelligible 01:34:28].

Christian: Well, Travis, could you look and see what else Ford makes that's smaller than this?

Travis: Yes

Vargas: Well, my feeling is, looking at the used ones, a 2004 with 151,000 miles.

Participants: No.

Vargas: We've got a 2011 with 200,000 miles.

Thompson: I don't know, it has to be a lot of highway miles on that one.

Christian: Doesn't matter, someone else's problem, in my opinion.

Vargas: I think neither of those is a particularly good option.

?Thompson: No, so do I.

Vargas: I'm willing to go for the Ranger, or, I'm sorry, the new F150. I think \$20,000 is an amazing deal on a new F150. I don't think the difference between \$13,000 and a \$20,000 is going to kill us. If they find a smaller one, maybe, it's going to be 18. It's going to be less useful. These guys haul around all kinds of junk, and I think they need a full sized truck.

Thompson: We went to go [unintelligible 01:35:38] for a new one, we [inaudible 01:35:40].

Travis: So far, nobody is getting close to our fleet deals. If we want to buy brand new, I'd go to our Ford fleet. You just cannot beat it, there's nowhere that we're going to go [inaudible 01:35:53].



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Thompson: Have you asked to try to get one out of the rental fleet? Hertz fleet? They're used, but they're not abused. [crosstalk]

Travis: No, I haven't. I guess we need to nail down, do we want, are we interested in used vehicles? Do we want to go with used vehicles? I can get you all kinds of options for vehicles. I am looking for more of a direction than this.

Thompson: I don't want used vehicles that's been out in the woods. A used vehicle that comes out of a rental fleet is a whole different thing, like a Hertz or an Avis.

Vargas: The thing with those is, they are likely to be loaded, and so they are going to have a lot higher sticker price to start. I'm concerned about eating up Travis' time on an endless search on endless options. This thing is stickering for 26, and they're offering it to us at \$20,227.

Thompson: Is Ford like Chevy, and [unintelligible 01:36:53] now when they four packs, six packs?

Travis: I have no idea

Vargas: This is a V6, 3.3 liter, XL.

Travis: [unintelligible 01:37:10] It's as basic as it gets. Windows roll down, the doors are not- there are push-down door locks there, it's as simple as it gets.

Vargas: A work truck

Travis: It is a work truck.

Vargas: Well, I have a question. If we buy this truck, the new one, are we still going to have employees using personal vehicles, or is this going to solve that?

Travis: Three days a week, we'll have one person using a personal vehicle.

Vargas: I would like staff to consult with SDIS, or CAL/OR, our insurers, and determine if we're covered for. If our employee who uses his vehicle is covered for any damage, and if liability is covered.

Travis: I'll look into that for you. I think if we get another vehicle, and we have three vehicles, I don't want our employees driving [crosstalk]

Vargas: Okay, that's what I'm asking you, if we get this truck--

Travis: If we get that truck, we won't have anybody driving their own vehicles.

Vargas: Okay. I'm going to move to authorize staff to go ahead on the 2018 F150 for \$20,227.

Christian: Is that putting \$10,000 down?

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Travis: Yes, there's two different payment options.

Christian: There's two different payment options.

Vargas: I can't read this. 10 down, and how much a month?

Thompson: I think it's 260.

?Travis: I'm not sure what that figure is. I think it's 250. [crosstalk]

Thompson: That's what I thought it was too.

Vargas: We can go up.

Thompson: Where's your [unintelligible 01:39:08] please, and just speak up.

Vargas: I'm sorry. My motion is to authorize staff to move forward on the 2018 F150 for \$20,227 plus DMV.

Davis: I'll second that.

Vargas: We can do another one, how to finance it after we've decided we're going to vote on it.

Christian: Okay.

Danielle: Commissioner Davis?

Davis: Yes.

Danielle: Secretary Martin?

Martin: Yes.

Danielle: Secretary Thompson?

Thompson: Yes.

Danielle: Vice President Vargas?

Vargas: Yes.

Danielle: President Christian?

Christian: Yes

Vargas: Okay, how do we want to finance it?

Christian: I'd like us--

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Vargas: Or do we just want to pay for it?

Davis: I think we need to save cash. I guess we pay 10,000.

Christian: We are in winter months right now.

Davis: What?

Christian: We're in winter months right now. I'd like to see us not put more than 10,000 down. If we, down the road, see that we can pay more, then that's great.

Davis: We pay it off any time we want.

Vargas: Okay. With 10 down, and 16 months at 250, if that's what this says, we end up paying \$25,000 for this.

Christian: [inaudible 01:40:22] like that.

Vargas: With zero down, 60 times 395, that's less. We end up paying 237, I don't believe this.

Christian: I think this must be 150, instead of 250.

Vargas: I don't know what it is. I wish I could--

Davis: Get the numbers right [inaudible 01:40:44].

Christian: Why don't you send it to us?

Vargas: Let's leave it to staff's discretion how to finance it, with the understanding that it might go at the top of the [inaudible 01:40:56].

Martin: I think we need to set some parameters of how much we want down, and what we want the payment to be. [crosstalk]

Vargas: That's what the staff is going to research.

David: I don't know what that loan payment is, we can't read it.

Thompson: Send it back out, plan it out, get it through, send it to us, and go from there.

Vargas: We can't act on it.

Christian: We can't act on it. [crosstalk]

Vargas: Send it to us. I think we just couldn't trust our staff to make a reasonable decision here.

Martin: I agree with you, Jim, on that.

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Christian: Do we get motion for that?

Vargas: We move to-- Let them go forward on it. I think we're not specified how we're going to do it, I think it's up to them. We could do motion.

Danielle: Commissioner reports. Mr. Davis.

Davis: We are going to get another boat, and I talked to that gentleman, and is that working great, Travis, or what? He's just assembling the whole boat. Is he paying for his own trash bin?

Travis: Yes. [crosstalk] He's going to [inaudible 01:42:23] \$50, and he's taking care of the boat.

Davis: He's going to the dumpster, he's going to make a net, he's salvaging that properly, clean and neat. If that guy wants any more boats, I will say, let him go right ahead on. Because he's there everyday. He's very conscientious about getting it out in the time frame that he was obligated to. Glad we came to a decision tonight on the unloading of the small amounts of fish, that was real big. Crab season's winding down, most of the big boats are stacked in their gear already, and have been, some already got stacked at 100%. We're getting ready to go to Alaska. Shrimp seasons opens April 1st.

I'm noticing, we talked about the sport boats tonight. I go visit Trinity almost everyday, she's the fish checker, and she keeps me informed on the quality of fish, and the amount of fish that's being caught. We've had some really, really good ocean fishing days. Roger was asking last meeting about why the boatyard's down a little bit. Some of the boats we've hauled out, we didn't get those spreader bars. On the last one, there were eight plus spreader bars, or a five [unintelligible 01:44:16].

Right, some of the bigger boats, wooden boats we're going to haul out now, aren't coming back because those straps are too close together. Sometime, down the road, if we want to really get that thing up and going again. I mean, everybody came and tried it, but now they're telling us what their needs are. I'm just relating to the board that the straps are too close for the wooden boat owners, they're not coming back. The bid was [unintelligible 01:44:52].

Travis: For \$27000.

Davis: Yes. They're very expensive.

Travis: [inaudible 01:44:57]. I just got the quote today, actually because of that exact problem. We stand to lose approximately seven boats that I can count, just right up when they had [unintelligible 01:45:08] from Crescent city called and said that they won't be hauling out here, and telling to get spare bars.

Davis: That's part of the reason the dollars are down in the boatyard. A lot of people are stopping by my shop, and make really positive comments on the Coast Guard

boat on display. In fact, a lot of people. What else? A lot of stuff. Business seems to be good. When I see the parking lot in the Sport Basin, the unloading parking lot [unintelligible 01:45:46] much I have recently.

After this time of year, it's really good. I think one of the six pack charter mentioned it. Those people, a lot of them are from out of town, they bring a lot of money down into our community. We have a great place. If we can just get on track, and get this place infrastructure done, and a few other things done, I think we're right on the teetering edge of doing it. Anyways, that's my report.

Christian: Thank you. Jim.

Vargas: I went to the same SDAO training as Travis did last week, it was really good. Risk management, and a little facilities management, and little bit about how to bring people back after workers [unintelligible 01:46:48] injury, which I hope we never have to deal with. Real nice little training in Florence, and we'll keep going the SDAO training, and we do get a discount on our insurance if we get enough board members trained.

Christian: Thank you. Mister Thompson.

Thompson: Yes. I'd like to compliment defense along the West side of this commercial basin, Sports, commercial basin. It looks like somebody lives here now, instead of-- It really looks nice, it has gotten rid of all of that crap over there. Things are looking good, the force moving right along, without any hiccups, it doesn't seem like. I'm glad to see the staff, how well they're doing, and working through the hard time we've been through. I really appreciate all the effort. Thank you.

Christian: Commissioner Martin.

Martin: I went to a couple of chamber meetings, the chamber of commerce is busy organizing this Azalea festival [unintelligible 01:48:00] the party of the port. A lot of people are working hard with several meetings a week to move forward with this festival. Everything is on schedule there, they're still accepting ideas for the theme. There has been several notices on Facebook about that. The chamber wrote a letter of support for option one, for both the commercial and sport salmon seasons, and the city of Brookings is going to take that up next week. The city manager asked for some information on that, and I forwarded them the information from the PFMC.

One topic of the chamber. Last chamber meeting on the state of Oregon. EPA is looking at some new discharge regulations, and I guess this is moving forward pretty quickly, that could have an effect on the port, and some of the leasees at the port for any kind of discharge on the water. The representative from economic development, or South Cost regional rep, he's been meeting with David Rocksmith on that, and other legislators, but he was pretty concerned about that. That is, EPA is moving forward. It's not a done deal yet, but with a lot more strict requirements on what can be discharged into any water in Oregon. I'm still waiting for more information on that with him, but we had an email about this earlier, about the state EPA.

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Christian: I just want to continue with thanks. Staff, things are looking really good in the yard, and I know that we're down in the office, and Cauthy, and Daniel, Cameron all working on getting someone hired in the future. I thank you guys for all your effort. I'll adjourn the [inaudible 01:50:15].

[background noise]

[background conversation]

David: Are we going to hold on [unintelligible 01:50:17] into related comments? Or you didn't have any?

Christian: No, I had one that came.

[01:50:20] [END OF AUDIO]

[01:50:21] [END OF AUDIO]

An audio recording and transcript was made of these proceedings. The recording and the 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
Special Meeting Agenda
Old Port Office
16340 Lower Harbor Rd Ste 103
Harbor OR 97415

Friday, April 6, 2018 • 12:00 pm

Commissioners present: Position 1 Secretary Andy Martin, Position 2 Treasurer Roger Thompson, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian. Also present were, Kathy Lindley Hall, Interim Manager, Travis Webster, Harbormaster, participating staff members and members of the public.

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

Christian called the meeting to order at 12:00pm. Board and audience stated the pledge of allegiance.

2. Approval of Agenda

Barbas moved to approve the agenda. Second by Davis. Motion passed 5-0

3. Agenda Related Public Comments *

No agenda related public comments.

4. Old Business

a. Natural Hazard Mitigation Plan

Barbas made a motion to approve the Natural Hazard Mitigation Plan and Resolution 2018-1. Second by Davis. The board had some concerns regarding the resolution number not being in chronological order with other Port resolutions, would like for Port of Brookings Harbor and Natural Hazard Mitigation Plan to be spelt out with the first use. Barbas amended motion subject to those 3 changes. Second by Christian. Motion passed 5-0

5. Adjournment

Christian adjourned the meeting at 12:08pm

President

Secretary

Date Signed

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

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PORT OF BROOKINGS HARBOR
Board of Commissioners
Regular Meeting Minutes
Harbor Fire / Harbor Water District
Conference Room
98069 W Benham Lane
Harbor OR 97415

Tuesday, April 17, 2018 • 6:00 pm

Commissioners present: Position 1 Secretary Andy Martin, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian. Also present were, Kathy Lindley Hall, Interim Manager, Travis Webster, Harbormaster, participating staff members and members of the public.

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

Christian called the meeting to order at 6:00pm. Board and audience stated the pledge of allegiance. Christian informed the board and public that she had received an email from Commissioner Thompson this afternoon, resigning from the Port of Brookings Harbor effective immediately, and thanked him for his time and service on the board.

2. Approval of Agenda

Barbas requested to add in discussion of replacing Commissioner Thompson under new business item H and moved to approve the agenda with the amendment. Second by Davis. Motion passed 5-0

3. Approval of Minutes

- a. Special Meeting, Tuesday, January 23, 2018

Barbas moved to approve the minutes as written. Second by Christian. Motion passed 5-0.

4. Executive Session ORS 192.660 (2)(h)

- h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

The board came out of the regular meeting at 6:04 pm and went into executive session until 6:32 pm. The board went back into regular meeting at 6:35 pm.

5. Agenda Related Public Comments *

Dan Fraser: believed the minutes that were approved tonight by the board are inaccurate and has an issue with the port not having a proper place to house his vessel besides a larger slip.

6. Financial Review

An audio recording and transcript was made of these proceedings. The recording and the 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
Regular Meeting Agenda

Harbor Fire / Harbor Water District
Conference Room
98069 W Benham Lane
Harbor OR 97415

Tuesday, April 17, 2018 • 6:00 pm

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

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- a. Special Meeting, Tuesday, January 23, 2018

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5. Agenda Related Public Comments *

Dan Fraser: believed the minutes that were approved tonight by the board are inaccurate and has an issue with the port not having a proper place to house his vessel besides a larger slip.

6. Financial Review

Barbas moved to approve the financial report. Second by Davis. Motion passed 5-0.

7. Managers Report & Operational Report

Ms. Lindley Hall read her report to the commission.

The commission had a few questions and comments for staff.

Davis made a motion to direct Interim Manager Kathy Lindley Hall to proceed with a budget of not more than \$20,000 to fix the roof and gutters and whatever structural parts of the rafter's joists that also maybe rotted on the ends where the cripples are, at the boardwalk bathroom. Davis amended his motion that our manager proceed at her discretion with the amount of work that can be done on the roof of the public restroom and also provide funds to go towards Zola's sanitation device and not to exceed \$20,000. Davis amended his motion to not exceed \$30,000. Second by Barbas. Motion passed 5-0. Barbas moved to approve the operational report. Second by Christian. Motion passed 5-0.

8. Old Business

a. Budget Committee

Barbas moved to approve Mike Brouillette for the budget committee. Second by Christian. Motion passed 5-0. Barbas moved to approve Al Cornell for the budget committee. Second by Christian. Motion Passed 5-0.

b. Rates

Barbas made a motion to direct staff to research ways that we could capture revenue from guides using the daily boat launch that don't have moorage with us. Second by Christian. Barbas withdrew his motion and Commissioner Martin was directed to contact OSMB instead. Barbas moved to approve the draft fee schedule with the following changes. On page 3, charter boats, that's section 3AB, Charter boats, \$50.00, Diesel fuel on page 4A, flat rate if \$.25. RV Park, November 1 – March 31st, 15% discount. Second by Christian. Motion passed 5-0. Barbas moved to have an immediate elective flat rate on diesel of \$.25 effective April 18, 2018 at the start of business. Second by Christian. Motion passed 5-0. Barbas moved to direct staff to update the existing 2017-2018 fee schedule to reflect that change. Second by Christian. Motion passed 5-0

c. Search/Port Manager

Barbas moved to approve the contract with special districts association and to direct staff to set up a meeting at their earliest possible time to come out and start this or they could be on the phone with us or whatever we need to do to get this going so that we get the advertisement moving. Second by Christian. Motion passed 5-0

9. New Business

a. Harbor Sanitary SDC Fees

Ms. Lindley Hall explained to the board that Harbor Sanitary has given SDC credits to Zola's, Bell & Whistle and Hungry Clam. Martin made a motion for staff to present to the commission how a bank of this credits would work, or how much we need to set aside for the laundromat at the RV Park. Martin withdrew his motion. Barbas made a motion to authorize Kathy Lindley Hall to discuss with Misty, owner of bell and whistle, if we were

to cover the SDC, this for her to take one suite if she's interested. Barbas withdrew his motion.

b. Kathy's Corner Market

Ms. Lindley Hall informed the board that Kathy's Corner Market had a one year lease with one renewal and he is exercising the opportunity to renew and is requesting for more square footage. Barbas moved to authorize Ms. Lindley Hall to negotiate this and bring us back a lease next time. Second by Davis. Motion passed 5-0.

c. D & R Equipment Repair, LLC, Lease

There was some confusion regarding the dates of the lease. 2A1 should be May 1st and 2B1 should be May 1st and April 30th. Barbas moved to approve the lease subject to the date changes discussed. Second by Davis. Motion passed 5-0.

d. Boat Shop and More, LLC, Lease

Barbas moved to approve the lease as presented. Second by Davis. Motion passed 5-0

e. Regional Infrastructure Fund Applications for Fuel Dock

Barbas received this email and suggested to Ms. Lindley Hall to talk with Mr. Jack Akin to see if it is possible. Mr. Akin had indicated to Ms. Lindley Hall that because the mitigation plan has been approved by the commission he would be able to flush out what is all ready in the mitigation plan to make the application. Barbas moved to authorize Jack Akin to make a fuel dock application for this grant. Second by Martin. Motion Passed 5-0.

f. Employee Handbook

Christian made a motion to accept the new changes. Second by Barbas. Motion passed 5-0.

g. CCD Business Development Corp, Resolution 492

Barbas explained to the commission that he had attended this meeting with Tracy Loomis and suggested to ask them for a presentation or go ahead and approve it tonight. Barbas explained that what it does is it abates some future tax revenues from qualifying businesses that move into the economic, the county enterprise zone. Barbas made a motion directing staff to set up a meeting with Tracy or Sam Bob. Second by Christian. Motion passed 5-0.

h. New Commissioner

Barbas would like for staff to locate our application if we have one, or if we don't to grab one from the county or the city and to advertise for the vacancy. Ms. Lindley Hall was accepting of a consensus from the board to proceed.

10. Commissioners Report

Martin updated everyone on the Oregon Fish and Wildlife Commissioner Meeting that happened Thursday and Friday in Astoria.

11. Non-Agenda Related Public Comments *

William Manning: withdrew his comment.

Doug Lewis: talked about the recall and asked the board members involved in the recall to resign.

12. Adjournment

Christian adjourned the meeting at 8:12pm.

President

Secretary

Date Signed

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April 17, 2018 Regular Meeting Transcript

PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR CHANGED BY THE PORT OF BROOKINGS HARBOR

[background sounds]

Angi Christian: [taps gavel] I call the meeting to order. Could we please stand for a pledge allegiance?

[background sounds]

All: I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

Angi: Thank you. Before we call roll call, I'd like to [pause 00:01:11] let the commission know that I received an email from Commissioner Thompson this afternoon, resigning from the Port of Brookings Harbor effective immediately. I'd like to thank him for his time and service on this board. Can I have a roll call please?

Danielle Shepard: Commissioner Roy Davis.

Roy Davis: Yes.

Danielle: Vice President Jan Barbas?

Jan Barbas: Yes.

Danielle: President Angi Christian?

Angi: Here.

Danielle: Secretary Andy Martin?

Andy Martin: Here.

Danielle: Attorney Martha Rice?

Jan: She probably can't hear you. Martha, can you hear us on the phone?

Martha: I can. I'm here.

Angi: Can I have the approval of the agenda.

Jan: I would like to add discussion of replacing Roger under new Business H. I move to approve the agenda with that amendment.

Roy: I'll second it.

Danielle: Commissioner Davis?



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Roy: Yes.

Danielle: Vice President Barbas?

Jan: Yes.

Danielle: President Christian?

Angi: Yes.

Danielle: Secretary Martin?

Andy: Yes.

Angi: Can I have an approval of the minutes for special meeting, Tuesday, January 23rd 2018.

Roy: I move to approve the minutes, Tuesday, January 23rd 2018.

Angi: I'll second that.

Danielle: Commissioner Davis?

Roy: Yes.

Danielle: Vice President Barbas?

Jan: Yes.

Danielle: President Christian?

Angi: Yes.

Danielle: Secretary Martin?

Andy: Yes.

Angi: The Port of Brookings Harbor will now hold an executive session. This executive session of the Port of Brookings Harbor board of directors is called pursuant to ORS192.6602H to consult with legal counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed. Any member of the media that is here may remain; however, the board will require that any information derived from this meeting may not be disclosed pursuant to ORS192.6604. I'd like to ask you all to step outside.

?Speaker: My team will continue to [inaudible 00:04:06].

[00:04:07] [END OF AUDIO]



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[background conversation]

President Christian: I'd like to call the meeting back to order. It is Tuesday April 17th, 2016. It's 6:35. Agenda related public comments. I have one Daniel Frasier, you'll need to step forward.

Male Participant: Daniel Frasier.

President Christian: Right up here, Daniel, and you have three minutes.

Male Participant: I've got clients on there. It will take longer than that.

President Christian: Well, you have three minutes. Excuse me, sir.

Male Participant: Excuse me. I do and I have the floor.

President Christian: Three minutes.

Male Participant: Thank you. Two items. One, your minutes that you approved tonight from January 23rd are inaccurate per the audio. Mr. Barbas made a motion, the finance or have the port staff divided and find financing for the travel lift not the telehandler like it's reflected in your minutes. That's 17 minutes and 20 seconds in the audio. On the night of January 23rd, I tried to get your attention to get that corrected and you refused to acknowledge me even though I did not have the public comment part but you refused to me acknowledge me so we could keep things correct. Currently you have no legal motions to finance the telehandler. You need to correct that.

Secondly, the other issue that I have is the port is singing out more renewals for customers. I myself have a 30-foot boat but you have no place to appropriately house me in a 30-foot slip and I'm stuck in a 40-foot stall and I have been saying for a year that you should move me. Currently based on number two it was built by grant money for commercial boats. My question is, seeing how you don't have the stalls for the recreational basin, are you going to overlook as it had been in the past until you get that for the recreational boats to be moved back to that basin so that we can be appropriately held so that we don't hire spaces that are too long for us?

President Christian: Thank you.

Male Participant: You're welcome.

President Christian: We have a financial review. Has everyone had a chance to review the financials?

Male Participant: Yes.

President Christian: Does anyone have any questions?

Male Participant: I would move to approve the financial report.

Male Participant: I second that.

President Christian: Discussion.

Female Participant: Commissioner Davis.

Male Participant: Yes.

Female Participant: Vice President Barbas.

Male Participant: Yes.

Female Participant: President Christian.

President Christian: Yes.

Female Participant: Secretary Martin.

Male Participant: Yes.

President Christian: Managers report and operational report.

Female Participant: I was able to meet with the chairman of the Chetco Indian Memorial Project and he has informed me that there are two packets the one is being developed nearly ready to be installed. That was good news. I have spent some time on the phone and in person with Jack Aegan discussing the hazard mitigation plan and you all remember that it was big headlines that the port won 27 million in this fall. I had not thoroughly read the plan and I apologize once again to the newspaper and to you the public for misleading. The mitigation plan only gives us the opportunity to apply for that 27 million and the way I presented it to the newspaper was incorrect and again I apologize.

I identified a new project for the commissioners to consider. I walked around the board work back here with commissioner Davis several months ago. The roof on the bathroom needs to be replaced, everywhere along the eaves is rotting, the gutters are rusted through, and the paint is peeling. I'm asking for an amount not to exceed \$20,000 to perform a face lift from the roof down on this highly visible structure. I'm bringing that forward today not on the agenda but for the commissioners to consider especially in the light of our upcoming salmon season.

Operational report has come under scrutiny on a variety of media sources. I want to reassure the commissioners that Facebook has no influence on my management style nor on the port staff. We are too busy to monitor let alone respond to positive or negative statements. Danny Lanny's report is a part of the package. As of April 9th, the value of the commercial fishing industry to the port of Berkin's harbor community is 7.5 million dollars. Seven million of those dollars come from the Indigenous Pride fishery.

The new pickup. There is nothing new to report on the pick up that was authorized at the March meeting except that it has been ordered. The port has paid \$10,000 down and financing the balance. Tomorrow is the deadline for the applications and then we expect to have a new office personnel on payroll by May 1. We've had more than 23 applications and that was as of the 10th. Steph and I had been reviewing the applications. There's a lot of good people that have applied for the position. Thank you.

President Christian: Thank you, Cathy.

Male Participant: Where, Cathy, do you think the new staff might be placed?

Female Participant: The plan right now that Steph and I had talked about is in the front office and to learn the RV Park. Right now, subject to change, it would be a Tuesday to Saturday in the front office.

Male Participant: Do we need an outside person as well?

Female Participant: Travis and I have talked about that and at this point in time, we are not ready and subject to change. Some of the applications that we have may very well fill in outside duty. Do you all hear me?

All: Yes.

Male Participant: We hear you fine.

[laughter]

Male Participant: Very good.

Male Participant: Regarding the new projects with the boardwalk bathroom. Before I would want to approve that-- I guess we're currently asking about bringing it to a future meeting for approval.

Female Participant: Well, if you give it today, I'd be really happy.

Male Participant: [laughs] Well, I have a couple of informational request before I would want to vote yes.

Female Participant: I suggest that you walk around that bathroom and look at needs.

Male Participant: I am very aware of its condition. I just wonder how we're doing, if we could get an update, how we're doing on the Harbor Sand, improvements particularly the drains in the RV Park bathrooms and we just have some other completing needs where we could get fined or run into serious problems with Harbor Sand cutting us off. I might be inclined to prioritize those a little higher depending. The other element is where we are on our capital budget. If you would brief us on those.

Female Participant: To address the one question about the conditions with Harbor Sand, if you would rate the needs at Zola's about this and that's somewhere at your \$20,000 also. My suggestion is that you authorize the go ahead on Zola's. It's an either or situation, I strongly suggest that you all pave us getting that project underway. The sooner, the better.

President Christian: Do we have a signed lease for them, yet?

Female Participant: It might be conditional on the good faith of the port making his situation more comfortable.

President Christian: His lease was presented to him before this commission. The new commissioners were ceded, that's why I'm curious if we have a signed lease. We were ceded July 1st of last year and he was presented with a lease, I believe, in May of last year. Do we have a signed lease from Zola's Pizza?

Female Participant: We do not have a signed lease from Zola's.

Male Participant: We don't have any whatsoever improvements since he moved in the building other than the ones he paid for himself on that building.

President Christian: I'm not concerned about the improvements, I would like to see why we are almost a year getting a signed lease that has been approved by a previous board?

Male Participant: Well, for my opinion, I would like to see the retail center in much better condition, that includes the bathroom and the two retail buildings and I've been advocating that. In next year's budget, we tried to have some funds to improve the paint, and roofs, and whatever else we need on the retail center buildings. I would be willing to approve this in this year's if it is within budget and if we can also get Zola's and the restroom drains completed within budget in the year. If you want to inform us at the next meeting how you--

Female Participant: I just assume I'm trying to inform you right now, I'd like you to take action now. The situation with Zola's is very important. There's been a lot of discussion from what I understand and I'm repeating hearsay, that at one time it was considered that the building was too old to invest money in. The improvements that we make to that location don't go away.

Male Participant: That's what I thought.

Female Participant: Something's going to be on that property. It won't go away. If that's the good faith action that Ian needs in order to sign a contract, I think it's a fairly good action to take to earn a signed contract.

Male Participant: I agree with Cathy 100%.

Male Participant: I agree with Cathy also.



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Male Participant: What were you thinking?

President Christian: Andy?

Male Participant: If we want to do it, I should have done the agenda and we could move forward with it, instead of just talking about it, show us the exact cost. I know we've talked about it in several meetings what the exact cost and what the time frame is. He's going to do the work and give us something specific to approve, so we know exactly what we're spending.

President Christian: I agree. I'd like to see what it's going to cost for the redo on the pump for Zola's.

Male Participant: We have those numbers that [unintelligible 00:16:15] presented to you guys from Zola's at \$17,500.

Male Participant: Yes.

Female Participant: So you see [unintelligible 00:16:22]?

President Christian: When we were presented with those figures, it was months ago. Usually when you get a bit on something, that's good for 30 days. Can you guarantee that it's the same amount today?

Male Participant: No, I can't.

President Christian: Okay. That's what I would like to see.

Male Participant: I think it is kind of on the agenda because new business, A, is Harbor Sand, these and the letter there does describe the other concerns. The pump station located at Zola's pizza is still below grade and in need of repair. I think it's fair to say that this is within the material and the packet, and on the agenda, looking at the weather from Harbor Sand. I think we could make an authorization subject to the ports being within some range of the \$17,000 like a not to exceed \$20,000 or something. If the commissioners want to do that.

Male Participant: I'd like to do that.

President Christian: Are you making a motion?

Male Participant: I could make a motion. I'd like to make a motion to redirect our intremend Cathy Lindley to proceed with a budget of not more than \$20,000 to fix the roof and gutters and whatever structural parts of the ruptures, choices that also maybe rotted on the ends where the cripples are. That's my motion.

Male Participant: With respect to the bathroom?

Male Participant: Yes.

Male Participant: The boardwalk bathroom?



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Male Participant: Yes. I thought we were talking about Zola's.

President Christian: Yes, we're talking about Zola's [crosstalk]

Male Participant: The bathroom, that's my motion.

President Christian: Let me understand this, Cathy. If it's bathroom versus Zola's, you're recommending that we do Zola's?

Female Participant: Absolutely.

Male Participant: What do you feel is our budget, can we do both and the restroom drains at the RV Park? I would like to get Harbor Sand. I don't think we can risk having our service cut off from Harbor Sand.

Female Participant: I'm not aware of the situation at the RV Park, Francis will have to continue on this, fulfill your end on that.

Male Participant: I've been working with Kelly over the last month, quite a bit. We had captured sand traps. We just did a new water line to the bathrooms that was higher on our priority list to do. We are working because she's aware, I'm aware that we need to do the sand traps in the bathroom. Currently, we started on that project. I'm looking into the Zola's, we actually added a water meter to the fish station. We're working with her a lot to appease everything and keep everything in order. The sand traps in the bathroom, our priority just not on top of the list.

Male Participant: I do you think the board, if I recall, did we not approve that sand traps in the bathroom back probably November, December. That is an approved project that should be done. Do you feel, Cathy, that we have budget to do both the bathroom and the Zola's pump station?

Female Participant: I will make a counteroffer. We have had a tentative proposal from the Brooking Company of all the roofing company and it didn't include all of the rot because it would be underneath. you can't bet on something you don't see. That tentative proposal was under \$9,000. If I were able to do Zola's and only the roof, I believe that we would have enough money to do that. I'm saving you a lot of money.

[silence]

President Christian: Roy, do you want to amend your motion?

Male Participant: I will amend my motion. I would like to make a motion that our manager proceed at her discretion with the amount of work that can be done on the roof of the public restroom and also to provide funds to go toward Zola's sanitation device and not to exceed \$20,000.

Male Participant: I think it needs to be more like 35.

Male Participant: What total do you need?



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Female Participant: 30 sounds good

President Christian: She needs 30. Nine for the graph and 20 for Zola's, 29.

Male Participant: I'll amend that amount then, not to exceed \$30,000.

Male Participant: I'll second that.

President Christian: Any discussion?

Male Participant: I think we should do this two separate motions, approve the Zola's project and approve the restroom makeover but I'm not opposed to you, Roy.

President Christian: Roy, would you like to make two separate motions or do you want to go with what you have?

Male Participant: I'll hold the single motion.

Female Participant: Commissioner Davis?

Male Participant: Yes.

Female Participant: Vice President Barbas?

Male Participant: Yes.

Female Participant: President Christian?

President Christian: Yes.

Female Participant: Secretary Martin?

Male Participant: Yes.

Female Participant: Thank you.

President Christian: Operations report--

Female Participant: Excuse me, I wanted to make sure that I draw attention to the official three-month letter without the draft when you pass the negation plan and this is the official letter.

Male Participant: I'd like to thank staff for the hard work and congratulate you for getting us through.

Male Participant: I have a question on the manager's report.

President Christian: Andy has a question on the manager's report.



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Male Participant: Since we are coming in quickly to the spring and summer season, has there been any headway of getting the retail spaces that are vacant in the retail center occupied, have we had any interest on those, and are we advertising that again? Can we advertise it again?

Female Participant: It hasn't been advertised on Cathy's corner, one small cut section and sign up for proposal to the board. I'm not aware, Daniel, of any advertising that has happened at this point in time. I don't know anything about the on port business that did come forward. I haven't had any contact, I don't know if that's dried up the normal way.

Male Participant: I think we should at least, let people know that there's two retail spaces available for lease, than trying to get somebody in it. It's not working, just having somebody show up and say, "I want to lease that." We need to go out and find somebody.

Female Participant: Thank you.

Male Participant: Would questions on the Prying Project be under manager's report or operation's report?

Male Participant: The Prying report?

Male Participant: Yes, coming up this fall. We've got the hazard mitigation plan approved and so we should be proceeding towards this Pulse Prying Project for the small [unintelligible 00:25:22].

Female Participant: For 30,000 given the operations report.

Male Participant: Well, to answer your question about the Prying Project, I just want to tell our manager what's more radiant perceived by that. Is there any questions in operations report?

Male Participant: Yes.

Male Participant: I have a question. When the new docks arrive, what sequence are you going to replace the boarding box and where those going to be stored?

Male Participant: We're going to store them at the access to the J. We're going to utilize some of that, utilize some of the rocked areas and a long tramp to keeping them close to the long tramp. We're going to start with the dock closest to the gas dock. And it's [unintelligible 00:26:32] basin.

Female Participant: You didn't have to say the word dike.

Male Participant: Dike.

Female Participant: Well, they're only words.

Male Participant: That dock there is the least-- the outsides of both launches are the least used ones because of the rocks that piled up. Is there enough room to create a staging area for the whole thing or just like launch number one closest to the dike and that parking area there? Is there enough to stage all of the equipment and the docks just right there?

Male Participant: I don't think so. [unintelligible 00:27:22] I'm at the stores some of these docks are. I can tell we're ready and then putting them with the travel, and then floating them over with our boat. I may have to be really careful about how much room I take up because of [unintelligible 00:27:37] happen. I don't want docks getting in the way of people using the open docks that we have.

Male Participant: The ones that you're removing, are you just going to float them out and then float them off?

Male Participant: I may have to float them all the way down to our boating area and pull them out of the travel agent and then put them directly into a [unintelligible 00:27:52].

Male Participant: How much of this are we able to do ourselves and what do we have to contract out to do.

Male Participant: I just recently got yesterday a bid package for doing the contrary and [unintelligible 00:28:11]. The expected duty for the docks was May 6th. It got pushed off till May 21st which is two days after our salmon season opens. What I'm asking us to do is to send our first dock first, that would be seven docks on in around May 13th, so I can just do that one dock and then it should shorten the amount of docks I have to store. We're just going to do on one dock at a time. So the launches are still open.

Male Participant: I know a lot will change, but would you expect this to be done by mid June or the end of June?

Male Participant: It has to be done by June 30th.

Male Participant: So at the end of the inn water work here?

Male Participant: I just got the package, they'll be published in the Saturday paper. We're going to run it mostly for two weeks. The reason we're doing that is because we've been pushing it off later, completion date and the quickly divide. I don't think that our port staff will be able to complete all the data. The port is buying all the hardware that's involved with it, and so it minimizes any markup on traffic [unintelligible 00:29:44]. We're going to paint the curves, we'll remove and install the docks, but the concrete tier [unintelligible 00:29:49].

Male Participant: So we're doing a formal bid package. How much do we expect that amount to go--?

President Christian: The cost.



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Male Participant: The cost.

Male Participant: I'm guessing it's going to be around 15 to 20,000. I got the big package from [unintelligible 00:30:08] the engineer from OSNB. As soon as I found out we're getting the docs May 21st is when I kind of decided that we had to have somebody else do that.

Male Participant: You want to check the contracting rules in our current procurement policy but I believe that's going to put it in the small category and you'll probably only need phone bids or something like that but you do have to document them which means they have to go on a file and be safe. Check the rules you may not need to do like a formal sealed bid.

Male Participant: I don't think we do have to, we've been looking into it, it's kind of why we're putting it off till Saturday too so we can make sure everything's right.

Male Participant: [unintelligible 00:30:57] system where they should have used. We updated that on December 13th, it's the last version. I don't know the resolution number off hand.

Male Participant: Thank you for the update on the boarding rack replacement. The other question I had, I just noticed all the smashed up coverts in the boat yard, is that the project that the county is doing? Or where is that from?

Male Participant: Yes the county called me and asked me if they can store some stuff there for just under a month for a project taht they are doing up on an old county ocean drill. I agreed to let them. I did talk to them about all the smashed up coverts and I did talk to Don at the county today and they're going to be removed on Thursday. They are starting to conduct a nice work.

Male Participant: Thank you.

President Christian: Thank you. Any further questions for Travis?

Male Participant: I move to approve the operations report.

President Christian: I'll second that.

Female Participant: Commissioner Davis?

Male Participant: Yes.

Female Participant: Vice President Barbas?

Male Participant: Yes

Female Participant: President Christian?

President Christian: Yes.



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Female Participant: Secretary Martin?

Male Participant: Yes.

President Christian: Old business, budget committee. Have we had any new applications for the two positions that are open on the budget committee?

Female Participant: We have received two applicants. There are [unintelligible 00:32:26] and [unintelligible 00:32:28].

Male Participant: I move to approve Michael Brulet for the budget committee.

President Christian: I'll second that.

Female Participant: Commissioner Davis?

Male Participant: Yes.

Female Participant: Vice President Barbas.

Male Participant: Yes.

Female Participant: President Christian?

President Christian: Yes.

Female Participant: Secretary Martin?

Male Participant: Yes.

Male Participant: Move to approve El Cornell for the budget committee.

President Christian: I'll second that.

Female Participant: Commissioner Davis?

Male Participant: Yes.

Female Participant: Vice President Barbas?

Male Participant: Yes.

Female Participant: President Christian?

President Christian: Yes.

Female Participant: Secretary Martin?

Male Participant: Yes.

President Christian: Thank you gentlemen.

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Male Participant: Are they going to be here.

President Christian: I thought I saw--

Male Participant: [unintelligible 00:33:09]

President Christian: Yes. [unintelligible 00:33:10] Old business rates.

Male Participant: I'd like to thank the port staff for a fine job of compiling the RV park comparison year to year for the rates and for clearly identifying which areas are which for the property ground event use.

[background noise]

Male Participant: Staff is recommending a flat rate of 25 cents on fuel. I think there's been some prior discussion, I guess I wonder what people think of that.

Male Participant: Instead of tank size, this is on the capacity assemblies [unintelligible 00:34:58], we're going to take on?

Male Participant: So instead of, I think right now if they are under a hundred gallons they pay fifty something cents and if they are larger they're paying less and less and less markup per gallon.

Male Participant: It says fuel there's a substantial markup on gasoline, so does this go with that as well?

Male Participant: I think just diesel. I wouldn't want to do gasoline.

Female Participant: I'm sorry, I didn't see a gasoline markup for capacity size on the rate change. [crosstalk]

Male Participant: It's flat but it's a different rate. Where is it?

Male Participant: \$1.16 or a dollar penny, it's a lot.

Male Participant: Section 4, I'm looking at page 4 of six of the proposed rates. At the top, section 4 fuel, there's A which is diesel which is done by gallons and then non-ethanol which is a flat rate already at \$1.18.

Male Participant: Can you break the diesel down?

Male Participant: Yes. The current rate is current rate is under one hundred gallons is 58 cents markup, a hundred to 500 is 43 cents markup, over 500 is 38 cents markup, over a thousand is 33 cents markup, over 2000 is 28 cents markup, and over 3000 is 23 cents markup.

Male Participant: So what's the reason on the staff recommendation on this making it a flat 25 cents on the diesel?

Male Participant: At least half of our customers are under 100 gallons during the month of February only. I have big concerns that could be considered as gauging and taking advantage of the capacity or lack of capacity about a boat unannounced no matter whether they are commercial or sport. Please remember that I had 22 years with Eureka Fisheries who owned the fuel dock prior to the forum. We had a flat markup only so my life experience is the less challenging to the markup, the better the understanding is.

Male Participant: So how are we justifying basically an additional break on diesel but still the \$1.18 markup on gas?

Female Participant: Travis did address the markup on the gas and it has to do with per tanks.

Male Participant: It has to do with maintenance, it's [unintelligible 00:38:09] to completely different setup. We don't pump enough non-ethanol gas to cover our maintenance cost. We can do it with diesel because we pump hundreds of thousands of gallons of diesel but non-ethanol gas we do not pump a lot of it at all. I don't know what it is, but I would say somewhere close to 102,000 gallons a year. The maintenance of that [unintelligible 00:38:38].

President Christian: Back to the diesel, have we looked at what our income was from last year and what it would have been with your proposed 25 cents?

Female Participant: No, I gave the spreadsheet for the March meeting and it showed what the port has been doing since they took over the the ownership of the fuel in 2001. I believe it came out with an average, I don't have it in front of me of 19 cents, was the average when I put all the years together, that's what it would have averaged. That's what it did average not what it would have averaged. I will add one more thing, if ports being in the business to sell fuel if it made money, there would be more than two ports on this coast that had a fuel concession.

Male Participant: My concern with the flat rate is that we expend more labor on smaller deliveries, so we have to send somebody out for each of them. I prefer to defer to staff, so if staff feels that the flat rate is appropriate and that our overall income will stay the same, I would back staff. I just want to make sure you've considered whether we have more labor per delivery with the smaller-- If our costs are higher, with the smaller deliveries then we should consider that in my opinion. That's the question.

Female Participant: Oh it didn't sound like one. I'm sorry, it sounded like a statement.

Male Participant: Well, it was both. Are you feeling that we do not have a higher labor cost with the smaller delivery cost per gallon.

Female Participant: As I reviewed the February only, just the month of February, I didn't see what a single boat taking less than a hundred gallons came to the dock. It comes down to, in my limited experience, that people take fuel when they know they



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are going to be able to go fishing the next day, or they take fuel as soon as they come in and they know that they need it because it is always best to keep your boat filled with fuel before you go out. It reduces condensation in the fuel tank on the boat.

Male Participant: Well, but I guess the question is somebody has to drop what they are doing and ran out to the fuel dock, right?

Female Participant: Yes, they got called and the staff that takes care of the fuel sales, they respond, they get the call, either by radio or by the port phone and they give them a time frame as to when they can respond. To the best of my knowledge, those of you that are customers at the fuel dock understand and you're willing to wait until he shows up. I haven't heard a complaint about that. I see several months--

Male Participant: But that is not the question, the question is, are we expending more dollars, more labor per gallon for a small delivery than we are a large delivery. That was Mr. Dallanger's rationale for the scale.

Female Participant: It wasn't until Mr. Fitzgerald after 2012 established the six tiers. Prior to that, it was just a one markup.

Male Participant: Well, I'm okay with the one. If that is your recommendation --

Male Participant: To help answer your question, typically, when we have a lot of our smaller boats going out when the weather is good and everything, they all come. Typically, we don't expend much more in man hour when those boats come to fuel, we will have six, seven, eight of those little boats just keep filtering in. And then when they do not buy fuel, they just don't buy fuel. Usually, come one come all and it will not expend much more man hours servicing a little boat because they all come at once.

Male Participant: So the numbers on these sheet, the profit and loss fuel years 2005 to 2012, those are the annual average markup for those years?

Female Participant: Yes, that is correct.

Male Participant: Okay. I'm good with the 25 cents.

President Christian: Is there anymore discussion, Roy?

Male Participant: No.

President Christian: Andy.

Male Participant: No.

Male Participant: That was no more discussion?

President Christian: No more discussion.

Male Participant: Do we want to have staff change it or leave it? What do we want staff to put in the the right schedule for fuel. I think we are going to do a motion at the end when we have the right schedule approved to to approve it, right? Right now we are just getting drafts done.

President Christian: What else do we have to look up then?

Male Participant: The RV park.

President Christian: I'm looking at the highlighted on page 3, charter boats. I'm okay with the amount that we have there now, the \$75 per person for the charter license.

Male Participant: The current amount is 50, is that correct?

Male Participant: Correct.

Female Participant: And you will note that that's a 50% markup.

Male Participant: I think I prefer leaving it at 50.

Male Participant: I agree with that.

President Christian: Andy?

Male Participant: Well, there's two ways to look at it, the charter boats have an impact on the port facilities for using it, but also charter boats bring a lot of people to the community and the customers that are fishing on charter boats are going to the Hungry Clam, or going to Zola's , or going to Sport Haven after their trip and staying at RV Parks at the port and spending money in the community.

Male Participant: Last time we discussed this, I think we ask staff to consider how we want staff to capture some money from charter boats that don't have morage from us but use the deli watch. My preference is, we don't have anything for that in our fees schedule now, but we could add that when staff has come up with some proposal. My preference would be to leave this in 50 now and to continue to focus on how we might capture from the transient charter guides.

President Christian: I think that we need to really concentrate on the guides that come in from say Gold Beach, they launch, pay their \$5 and they do that day in and day out.

Male Participant: Just so we're clear, I would like to make a motion directing staff. So I move to direct staff to research ways that we could capture revenue from guides using the deli at the boat launch that don't have morage with us.

President Christian: I'll second that.

Male Participant: I have a question, I'm just really confused on what else I'm supposed to-- what we're supposed to be asking non-wanted customers or non-

wanted vessels when they come here. I don't understand what we are supposed to be asking, what we are supposed to be trying to extract from them.

Male Participant: The point would be to do some research and see if other ports-- I think there was some discussion a few months back that other ports may have found some ways to do this, so the point would be to look and see if other ports are doing something, and to check on the legality and to come back to the board with proposal. If you can't find anything, then you would come back and say, "We can't figure out a way to do that."

Male Participant: Are you aware of this Andy?

Male Participant: I would suggest somebody on the staff contact Randy Henry from the room board, and he oversees the guide program [unintelligible 00:48:43] works under him, but he will be familiar with what other mariners in ports are charging fishing guides to do business there. Those are the portals I use Sam and Harbor, I didn't see it on the spreadsheet that's in there but I know that they charge it. There are harbors up and down the coast that are charging a fee for guides to do business there.

Female Participant: One of the problems with Sam and Harbor is the fact that it is run by the county at Douglas, it is not a passing port.

Male Participant: If staff is feeling that they do not want to do this research I could amend my motion to direct Andy to do the research if that's your preference?

Female Participant: I would prefer Andy.

[laughter]

Male Participant: I'll save your motion. I will send him an email, and I will copy you and then you'll get copied on the response.

Female Participant: Thank you Andy. That will help.

Male Participant: Okay. We did have a motion and the second, but I want to withdraw my motion.

President Christian: All right. Okay. Parking lot behind port office is highlighted.

Male Participant: I think that was because we were confused as to which lot was which and--

Female Participant: It was [unintelligible 00:50:06] increase before, so I just think it's for office.

Male Participant: And she provided us a nice map.

[silence]



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President Christian: Does anyone have any other questions?

Male Participant: How do people feel about this RV Park winter rate? That was the reason we got this breakdown, it was to try to assess if the winter rate should be discounted or left the same as the summer rate.

Male Participant: [unintelligible 00:51:01].

Male Participant: We asked for data and they gave us data.

Male Participant: Just looking at it without looking at the data but when you drive by our RV Park in winter time, there's nobody there and you go by some of the other RV parks in town and there are people there.

Male Participant: I guess the point is that the board raise the rate. We eliminated the winter rate around September or something like that or August and this is the first winter where there's no winter rate and the question is, to my mind, do you see a difference in the four to five years data that seems clearly related to not having a winter rate? I can't detect a trend.

President Christian: I can't either.

Male Participant: January looks bad in 2018 but December is the same as the prior December and better than the two before. November is lower but February is better and I don't know. But I would be inclined to have a small winter discount.

President Christian: What type of a discount then?

Male Participant: Maybe 15%? I just think they expect it and we'll probably get a few more people. The WiFi now works great in the RV Park?

Female Participant: No, it's still sporadic.

Male Participant: The electrical upgrades done?

Male Participant: Yes.

Male Participant: Okay. What other issues do we have in the RV Park that need to be addressed? Can we get those drains fixed, the ones that we were going to re-pour some slabs by the bathrooms? The shower drains?

Male Participant: Yes, all they're done.

Male Participant: Okay.

[silence]

Female Participant: If indeed you've made the decision to offer a discount for the RV Park, I'd like to know what your idea of the seasons are? For a lot of people it's memorial weekend past Labor Day. What is this board's idea on the seasonal rates?



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President Christian: September and October are some of our best months on the Oregon Coast. I would think sometime after October 15th.

Female Participant: Okay. So mid month or November 1 through-- if it was November 1-

Male Participant: To March 31st.

Female Participant: - to March 31st and that the way the people are on Spring hike Easter break?

President Christian: That doesn't always fall, sometimes we have Spring break in March but I think we just have to our chances on that.

Female Participant: Okay. That's what I understand, November 1 to the end of March, is that what I hear you all saying?

Male Participant: The typical person that stays at the RV Park, are they calling ahead of time and checking the rate or are they just showing up and it doesn't matter the rate and they're staying there? How many calls do we get a day about rates?

Female Participant: They'll go online and make a reservations and see the rate before they even make reservations and then only proceed with it.

Male Participant: Do you have an idea of how many people are just showing up without a reservation and how many make a reservation ahead of time?

Female Participant: Everyone makes a reservation ahead of time.

Male Participant: Very few people show up just unannounced.

Female Participant: And when they do, it's really a fear if they're willing to stay or not.

Male Participant: Okay, let's show that they're looking at rates before their making-

Male Participant: Yes, they're looking at rates.

Male Participant: Yes and I think we were told at the last meeting that the RV Park staff reported an awful lot of complaints from the people staying in the winter.

Female Participant: Didn't you say 95% of the people that ended up staying-- because I shared a conversation with, were disappointed to say the least that there wasn't an all season rate?

Male Participant: Do we think 15% is appropriate, I just pulled that number out of nowhere.

Female Participant: Danielle you have to address that, I'm not familiar.



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Female Participant: I do have to see what 15% would be, I just suggest 10 and 15.

Male Participant: I think we're got top rates around \$50, \$51, so 15% would be like 42, \$43.

Female Participant: 50 under.

Male Participant: I would like to make a motion to approve the draft fee schedule with the following changes. On page 3, charter boats, that's section 3AB, charter boats, \$50.

Diesel fuel on page 4A, flat rate of 25 cents. RV Park, November 1 through March 31st, 15% discount. That's it.

President Christian: I'll second the motion.

Female Participant: Wait a minute, excuse me, before you take a vote. Way back when you had a bare ground that you wanted to include-

Male Participant: Is this in here? I thought we got in there. It's in there.

Female Participant: But it wasn't approved, I don't recall that a motion was made.

Male Participant: The motion was to approve this draft with the changes I listed.

Female Participant: Okay.

Male Participant: It is in here.

Female Participant: Okay.

President Christian: Any further discussion?

Male Participant: These are effective July 1st 2018, correct?

President Christian: Correct.

Male Participant: Yes, I amend my motion-- actually it says that in the draft so we don't need an amendment. It's in the footer.

Female Participant: I'm going to repeat that, you don't want the flat rate of the fuel to change until July 1?

President Christian: Correct.

Male Participant: We could do another motion for that if you feel it's important.

Female Participant: Well, we're going to get summer season for the first in a long time, 100 days now.



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Male Participant: Let's get through this and then we'll talk, we'll discuss that.

President Christian: Yes, let's get through the rates structure.

Female Participant: But that's what I'm talking about.

President Christian: Moving forward just so that then the budget committee can move forward and then we can address that.

Female Participant: No, what I'm talking about is with the summer season starting May 19, you're going through most the summer season before the new fuel rate takes effect.

President Christian: We can address that, this is just part of the rate structure for the budget for July. I think we need to approve this and look at that as a separate. If you want to then-

Male Participant: I will make another motion after we get through this one is what I'm trying to say.

Female Participant: Commissioner Davis.

Male Participant: Yes.

Female Participant: Vice President Barbas.

Male Participant: Yes.

Female Participant: President Christian.

President Christian: Yes.

Female Participant: Secretary Mark.

Male Participant: Yes.

Male Participant: Move to have an immediately effective flat rate on diesel of 25 cents.

Female Participant: Effective tomorrow by mid-day.

Male Participant: Effective on

April 18th 2018, at the start of business. Is there a second?

President Christian: I'll second that.

Male Participant: Any discussions?

Female Participant: Commissioner Davis.



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Male Participant: Yes,

Female Participant: Vice president Marcus.

Male Participant: Yes.

Female Participant: President Christian.

President Christian: Yes.

Female Participant: Secretary Martin.

Male Participant: Yes.

Male Participant: Do we need to direct the staff to update the 2017 schedule to reflect that?

President Christian: Yes.

Male Participant: Okay, so I move that we direct staff to update the existing 2017-2018 fee schedule to reflect that change.

President Christian: I second that.

Female Participant: Commissioner Davis.

Male Participant: Yes.

Female Participant: Vice president Marcus.

Male Participant: Yes.

Female Participant: president Christian.

President Christian: Yes.

Female Participant: Secretary Martin.

Male Participant: Yes.

Female Participant: Thank you commissioner.

Male Participant: You are welcome.

President Christian: Search for port manager, we have been asked to get a quote for special districts with charge. I believe that you all had an opportunity to see it I did not put it in our memorandum because not many of us are here. The next part of it included the description for the general manager. It has a grand total of three pages and in the quote from special districts was \$50 per hour not to exceed 120 hours, \$6,000 in parentheses plus expenses not to exceed \$1,500 without additional



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programs. That is what special districts will charge to the new manager of the research. They would need a signature to actually enter into a contract if that is what you decide.

Male Participant: Does anyone have any other alternatives to this approach?

Male Participant: No.

Male Participant: Then I would move to approve the contract with special districts association and to direct staff to set up a special meeting at their earliest possible time to come out and start this or they could be on the phone with us or whatever we need to do to get this going so that we get the advertisement moving. I do not think we can wait till the next month's meeting.

Female Participant: Okay so--

Male Participant: So the motion is to accept the contract with signature authority to president Christian and to direct staff to set up a special meeting to get this process started as soon as possible.

President Christian: I will second that.

Male Participant: I have a question, did they estimate how much time it would take for the search study?

Female Participant: I do not know ideally what has happened in other ports but as continues new ports waited-- I believe it was an year before they got their manager. Sails has already been waiting six months if my memory is right and they are still waiting.

Male Participant: Do you have any of the costs of that time.

Female Participant: No, I did not ask, I was more interested in the time frame than-

Male Participant: Must have been a lot of money. You made a motion Angi?

President Christian: Tan made the motion I seconded it. Any further discussion?

Female Participant: Commissioner Davis.

Male Participant: Yes.

Female Participant: Vice president Marcus.

Male Participant: Yes.

Female Participant: President Christian.

President Christian: Yes.

Female Participant: Secretary Martin.

Male Participant: Yes.

President Christian: All right new business. Harbor sanity-sanitary SDCPs.

Female Participant: Okay, so this has come before the commissioners a number of times. It may have even come to the attention of the board when there was a joint meeting back in October, where the port commissioner's became knowledgeable of the units that were available when large a mounts and Zalle's was dismantled. The board for Harbor Sand, they were not in a position where they could wait any longer and they took it upon themselves to assign-- and they use the dollar value and they assigned \$8,267 to Zella's Pizzeria, \$4,510.87 to laundry claim and the addition that was added to Bells and Whistles they assigned \$717.

It is my understanding after conversation with Kelly that that is a done deal, that is reassigned. But what you all need to know is that the port has not lost those,. If these companies sell these units still stay owned by the board, they are just reassigned as for right now. At one time, I heard conversation that the port shouldn't have to pay this dollar amount, the port is not paying this dollar amount. That is just a number that is used at the current rate of what those units are valued at.

As it was said, the board needs to decide if the port uses the credits or if the port asks the lease holders to pay all their part of the fees. If you make the decision that the leaseholders-- bare in mind, yes it is my opinion the leaseholder does not get to take them with them, they have to stay port property. But if you commissioners choose to have the leaseholders pay a part of it, I would suggest that you include a reasonable time frame for the business holder to pay that.

President Christian: My feelings on this is, when people have expanded in the past they have been responsible for those fees. If you are a business in the city of Perkins and you are renting, you have to pay those fees. I would have to pay those as leasing. If I do something to expand my business, I would have those same fees and it is my responsibility not my landlord's. When I close my business and move on, I don't get my fees back.

I think it is unfair that we use the port's credits that at some point we are going to need to use for a laundry room at the RV park. I am a little concerned on using half of the credits or-- we're not a bank if company A owes \$7,500 they need to pay it, I do not feel that we should use our credits and then they pay us the money back. They could be in business tomorrow, they could not be and then where are we? So-

Female Participant: Well we still have their credits. We still have them.

President Christian: Not if we use our credits to take care of their expansions. It will reduce our credits. We've gone over that before with Harbor Sand.

Male Participant: I have one comment that's just kind of in principle. Harbor Sand never actually got us the bloody bill for this and so, for them to say they couldn't wait

any longer, this is the first time they've ever actually communicated what the charges are. I don't understand. I went and met with Kelly a couple of months ago. She gave me a very preliminary set of numbers and insisted that they were preliminary and that they would bill us.

This is the first time I've seen where they've ever actually calculated the bill. I don't understand their frustration and sort of doing this by fia. I think they were our credits and for us to decide but, that said, I don't actually have a problem with using them in this way. If you should happen to respond to Kelly regarding that we couldn't wait any longer, they never have got us the bill.

Male Participant: I think Kelly communicated numerous times with both the board and staff and as you say, "Okay, here's what I did"--

Female Participant: This is what she was directed to do. Her good directed her to do that.

Male Participant: They communicated that the fees were coming and that they were calculating them and so on, we knew that. This is the first time we've ever actually seen the amount and we had said, "You need to invoice us." I have that to say. I don't agree with President Christian about charging the lease holders. I would like to use somebody's credits to keep our lease holders here and keep them in business. I would like to consider transferring further credits, if we need to, for the two empty suites. I don't know if Misty is till interested in the one suite or both suites over there. We got to get those things rented. That's my feelings.

Male Participant: I agree with him.

Male Participant: I'd like to make a motion for the staff to present to the commission how a bank of this credits would work, or how much we need to set aside for the laundromat at the RV Park. 'Cause from my understanding, we took out several machines, and we're not going to need the several machines in. How many will be available to use in the retail center or other places at the port.

Male Participant: I would have to ask how many washing machines do we want. Do we have in the bathrooms or what. We have to know what the building is going to be consisted of to be able to get those entity.

Male Participant: You work here the meeting after I spoke to Kelly, but she recommended keeping about a \$120,000 at Sport Haven which would get us, if I'm point my memory, it was four, five washing machines, a small convenient store that did not serve complex food but it might be able to do a microwaved food and maybe hotdogs, I don't recall, that included five new RV spots. So, that just ballpark you a little bit of what \$120,000 will do. The thing she cautioned, though, is if we do it five years from now and these rates go up every year, it's at the then dollar amount when we do it.

Male Participant: I don't want to transfer down the \$120,000 but I think we could transfer enough to cover those two suites.

Male Participant: What we're looking out, \$30,000?

Male Participant: I think it was a 23ish but the Mine Bar had said--

Male Participant: Well, we don't have to transfer them until we actually have a tenant that needs them. So, if we get a tenant that wants to do something else, but, if we were to say that staff could offer that to those sorts of enterprises, we'll make it those least. She could certainly talk to Misty and see if she wants to expand on Whistle. I just feel like we're failing in our duty to use those assets for the public if they're sitting empty and we're not getting the economy wrong the way we should.

Male Participant: I'll withdraw the motion, I'd still like to see something from Kathy of how many we need to set aside for the RV Park and for the restroom there, and how many we have available to use. I'm pretty sure something to ask.

Female Participant: To answer one of your questions, I was asked in the favors, the port wasn't asked specifically about laundromat facility set in the RV Park. What the port had had was taken out, was the public laundromat. It serviced a quite few members of the public. What this conversation was about was that whatever the Port should put in, they should think about it being only for the tenants of the RV Park, instead of open to the public. So, it would be fewer washers and dryers than what were taken out.

Male Participant: The other thing we need to consider is that this expire after unused after 10 years, and we're about a year into that.

Female Participant: Correct.

Male Participant: As I understood it from Kelly, the one-time authorized to transfer meant only the park had that option. It didn't mean we needed to transfer on one occasion or whatever. We can apply the transfer as we need to; so, it's not a decision we need to make a huge amount. I would like to authorize Kathy to discuss with Misty if we were to cover the STC, this for her to take one suite if she's interested to get in there.

Female Participant: Who is Misty?

Male Participant: The owner of Whistles.

President Christian: Has anyone asked our attorney if this is something legally we can do?

Female Participant: No, I haven't.

President Christian: I think that needs to be done.

Female Participant: If we own the facility, why would it be illegal?



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President Christian: Because I had spoken with Mr. Kofi regarding this and he suggested that the board seek legal counsel before we authorize doing this.

Male Participant: Do we want to try to get Harbor Sand undo the three that they just did?

President Christian: We haven't given them the credits.

Male Participant: They've done it. [chuckles] That's my understanding.

Female Participant: That's my understanding.

Male Participant: Has or has not?

Male Participant: Has.

Male Participant: They just plain did it.

Female Participant: That has been re-assigned, just as you're saying them on that piece of paper.

Male Participant: We have a 197 out there. I feel fairly safe in using up to another 23, that we won't leave ourselves in a horrible position at Sport Haven.

President Christian: I think we're busted it. I think we'll have other businesses that would have to pay for this like possibly a beauty salon. Say, you did this for this person, this person that I had to pay. So, I'm not comfortable with it, but it's the board's decision.

Male Participant: I would be willing to consider some means of regrouping them over time, well, partially regrouping them over time, so that those ones who've done it may be paid an extra ten cents rent or something like that.

President Christian: I don't think-- I'm not prepared to vote on this this evening.

Female Participant: I needed to bring it to your attention that it was a done deal.

Male Participant: There is no problem.

President Christian: No, I understand now, but I'm not prepared for that the two stores that are empty to offer that myself. I would like to know more about what we're going to build to replace the laundromat. Are we doing the store? Are we moving the office there? Does it then need a bathroom? How many Credits is all of this going to take before we start just showing out our credits. You made a motion and was there a second?

Male Participant: I don't remember. I withdraw any motion.

[laughter]

President Christian: Any further discussion? Kathy's corner market is requesting a 113 square foot?

Female Participant: Right, Scott, we had a one year lease with one renewal and he is exercising the opportunity renew. In addition to that he would like to have the-- when you go in the back door of the former office there's an area and that is 113 square feet and he'd liked to have had it two months ago but as you saw by his letter, he exercised his right to renewal.

So I'm asking for your authorization to go forward on that and I get that if there's any negotiations, we'll negotiation but he's adamant that he wants it.

Male Participant: Do we make him pay for any kind of operations to that or sealing off the other doorway to the other suite?

Female Participant: As far as he's concerned, it should be a lock on that door that can only be opened from the inside of the larger office that would have to be adjusted obviously. If a tenant goes in he wouldn't want a new neighbor to have access to his storage. He understands that all the utilities, the electric is in a unit within the other space. I believe that on the map that's called the 103.

Male Participant: Where is the electric?

Female Participant: The power box is in 103 unless it's in 102. I think it's in 103 because this corresponds with 103 in the suite numbers.

Male Participant: He has 104 right now?

Female Participant: Yes, he does.

Male Participant: Does he want a door from 104 to 103?

Female Participant: No.

Male Participant: No, Okay.

Female Participant: No he doesn't want there to be any remodel, he just wants the door that goes into 102 secured.

Male Participant: So if we secure the door to 102, we're going to run into any fire code issues and possibly a new tenant, I don't know like a 102 tenant, if they're going to need more than just the door secured or if they're happy with that.

Female Participant: The existing door is not an excellent fire escape, it's just a door into a storage unit. There are two existing doors on- [crosstalk]

President Christian: Is this Brent's old office?

Female Participant: Yes.



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President Christian: Thank you.

Female Participant: It's Brent's former office.

Male Participant: Both of these spots were both used for storage. That door that you're looking at both from 102 to 103 was added when we moved our port office in there.

Male Participant: The electric you were talking about Kathy is--

Female Participant: The service unit is-- I can't remember what Brent told me. Anyways Scott is aware that there isn't a fuse box, service panel inside 103.

Male Participant: Inside 103, right.

Female Participant: He knows it's located away from that particular storage unit.

Male Participant: Is there going to be an SDC impact of this?

Male Participant: No, strictly storage.

Male Participant: Well, there's always--

President Christian: There's always-- [laughs]

Male Participant: --expanded storage.

President Christian: They got a fee. So have we--

Female Participant: But we're not engaged with the rest of them.

Male Participant: This was prior storage and they added new storage on, that wasn't on before.

Female Participant: In both case there was a new storage right after Tim.

Male Participant: Okay. I'm going to move to authorize Ms. Lindney Hall to negotiate this and bring us back a lease next time.

Male Participant: I second that.

Male Participant: Do we want to give any guidance on the rate or are we just going off with--

Male Participant: Existing rate schedule.

Male Participant: I've got another question.

Male Participant: Yes.



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Female Participant: Vice President Marcus.

Male Participant: Yes.

Female Participant: President Christian?

President Christian: Yes.

Female Participant: Secretary Martin?

Male Participant: Yes.

President Christian: DNR Equipment repair, LLC lease.

Female Participant: Yes.

Male Participant: I'm confused about the dates.

Female Participant: That could be because I emailed it to you before, but it's May 1st and it is for one year commencing April 1, yes I can see that.

Male Participant: So is he in there now?

Female Participant: No. He will not move in until this is a signed contract.

Male Participant: All right. So 2A should be May 1st? I'm asking. Is that right?

Female Participant: 2A1 should be May 1st.

Male Participant: Okay, and 2B1 should be May 1st and April 30th?

Female Participant: That's correct.

[background noise]

President Christian: This lease has been approved by the attorney?

Female Participant: Correct.

Male Participant: Move to approve the lease subject to the date changes discussed.

Male Participant: Second that.

President Christian: I'd like some discussion because if we have the SDC--

Male Participant: This SDC has been approved.

President Christian: No, but they were put in-- we had those put in to all of our standard leases.



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Female Participant: Mr. Kofi reviewed this.

President Christian: All right, any further discussions?

Female Participant: Yes, this one was taken with normal block, he'd take the shop himself. Travis' understanding that they wouldn't be any of those related with national water.

Male Participant: I don't think it's a change in use in any of that. I'd be surprised because I have the CPI.

President Christian: The CPI index increase, yearly.

Female Participant: The existing lease holders are-- [crosstalk]

Male Participant: Yes, it's in there.

Female Participant: This is a brand new lease, he's not an existing lease holder.

Male Participant: No, we're just asking if the clause is in there. It's a one year lease but it has a one year extension.

Female Participant: Correct.

Female Participant: Commissioner Davis?

Male Participant: Yes.

Female Participant: Vice President Marcus?

Male Participant: Yes.

Female Participant: President Christian?

President Christian: Yes.

Female Participant: Secretary Martin?

Male Participant: Yes.

President Christian: Boat, shop and more LLC lease.

Female Participant: It hasn't changed in the last two times I've brought it to you.

Male Participant: Move to approve the lease as presented.

Male Participant: I second that.

President Christian: Discussion.



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Male Participant: I just have a problem about it, with the part of the map here. We did a lease in the fall because somebody was using a portion of the land outside of their leased area and the court felt that they should pay for that other land. This has area that will be used by this leasee that we're not charging for.

Male Participant: I think he doesn't get to use it, if this is what he's saying he want, that's my understanding.

Male Participant: Anybody else can go park a vehicle there in front of it.

Male Participant: I think this is actually kind of good because during events these areas are going to be open for parking, has been filled up with stuff that I think he hasn't been paying for..

Male Participant: From the past, when that was taped off or [unintelligible 01:29:52] in the cones, he was doing that?

Male Participant: I don't know.

Male Participant: So are we going to tell them that they can't do that.

[background conversation]

Female Participant: We have a very clear definition of the outline his foot print and at a glance Travis can see if he is violating the lease agreement and giving notice that we'll be watching.

President Christian: Any other discussion?

Female Participant: Commissioner Davis?

Male Participant: Yes.

Female Participant: Vice president Marcus?

Male Participant: Yes.

Female Participant: President Christian?

President Christian: Yes.

Female Participant: Secretary Martin?

Male Participant: Yes.

President Christian: Yes. Regional infrastructure planned applications for fuel dock, Jan?

Male Participant: Yes, I just got this email and you can see it's in there. I forwarded it to Kathy and suggested that she consider talking to Jack to see if possibly you



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could put something together for that. I think Kathy and Jack talked so I would turn it to Kathy to let us know of the status.

Female Participant: We didn't go into any other detail but Jack indicated that because the mitigation plan has been approved by the commission he would be able to flush out what is all ready in the mitigation plan to make this application because the deadline is the last day of this month.

Male Participant: So I would move to authorize Jack to make a fuel dock application for this grant.

Male Participant: I'll second that.

President Christian: Any further discussion?

Female Participant: Commissioner Davis?

Male Participant: Yes.

Female Participant: Vice president Marcus?

Male Participant: Yes.

Female Participant: President Christian?

President Christian: Yes.

Female Participant: Secretary Martin?

Male Participant: Yes.

President Christian: Employee handbook.

Female Participant: I'm sorry.

President Christian: Employee handbook.

Female Participant: Okay, one of the things that we will see in the-- so I have start to include the cover page and the table of contents so that when we get down to the welcome the first page that has come to has got Garry's Port manager. The correction that we would like to make is to make it be port manager only. Then we get to page 40 A and we're talking specifically about the sapphire A. The first page number that has 40 A on it is the is the existing language in the handbook.

The second page is the language that we would like to have it changed to and specifically it still makes the employee eligible after they've completed six months of full time employment. That doesn't change and the age. Special districts went through on this with Kim. Kim volunteered to take care of this and the requirement of the dollar amount of compensation but when it talks about where the contributions for the sapphire A will be placed.



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On the original handbook it says that it can only be provided through the US bank and the special districts feel that it would be better to have it through designated financial institution. Then to add the disclaimer of the Port on booking these part of reserves, the right to change the designated financial institution used for the sapphire A at any time without notice.

President Christian: So has special districts approved this?

Female Participant: Special districts worded it. Not only did they approve that they gave us the wording.

Male Participant: By way of background, just my view. I had talked to Tim probably about a month ago and asked for an update on where we were with the sapphire A issues and we went through several historical iterations of this language and it was very difficult to tell what we had actually promised employees. I'm really glad that she's taken the initiative to clarify this and to allow this change in financial institutions.

Female Participant: So those aren't the only two things to the hand that we are presenting tonight.

President Christian: I'll make a motion to accept these new changes.

Male Participant: Second that.

Female Participant: Commissioner Davis?

Male Participant: Yes.

Female Participant: Vice president Marcus?

Male Participant: Yes.

Female Participant: President Christian?

President Christian: Yes.

Female Participant: Secretary Martin?

Male Participant: Yes.

Female Participant: SCDC business development Jan.

Male Participant: So I attended this meeting with Tracy Lunas and as SCDC which is the county's contractor for economic development and I'm not sure why she didn't - she said she had trouble contacting the port about this and she emailed me directly. I forwarded it to Kathy and it's been brought on the agenda. We may want to ask them for a presentation they are very willing to come and present this or we could go ahead and approve it tonight.

I can't give you exact details but I can tell you that what it does is it differs some few- it differs isn't the right word- it abates some future tax revenues from qualifying businesses that move into the economic, the county enterprise zone. The reason we have to approve is because our tax revenues could be slightly lower if one of these qualifying businesses actually gets a break. I can tell you that I am generally very much in favor of this because we need to do what we can to attract new business as part of this zone is down on the harbor bench and the industrial area along 101.

I talked to Sam Bob the executive director of the SCDC and he said he is desperate for this to pass he has businesses contacting him constantly that are saying what incentives do we have incurring now at the end. He has to hold up his hands and say, "We don't have anything." So that's as much background as I can give you I can't give you exact rates or conditions that qualifying businesses would get.

President Christian: I'd like to hear a presentation.

Female Participant: Tracy and I have played phone tag over the last couple of days and she was out of the office but the message that she had left was that she is more to bring a presentation. So do you want her available in the May meeting? Regular meeting?

Male Participant: So we talked about a potential special meeting with STAO. I would say if she can make that it could be on that agenda or the May meeting whichever. Also I think Sam Bob also has been doing some of these presentations to some of the districts so potentially there's two of them if there's scheduled conflicts that can do this.

Female Participant: The special meeting that you wanted to have the special districts didn't I understand you to say that that could be via phone.

Male Participant: Well, it doesn't matter the issue is scheduling a meeting when we all can be here and whenever she can be here which we don't know what her schedule is like or when this meeting will be. I'm saying if it works to put it on that meeting that I would say at your earliest convenience and an existing meeting whenever you can fit it in.

Female Participant: Okay, so you all know that I have another out of town meeting and this time it's in Astoria. I believe that that is-- I will be for the main meeting in the following week, so we're talking between now and the regular meeting in May.

Male Participant: Yes.

Male Participant: So as soon as far as him attending-- as far as special districts attending that could be by phone or in person whatever they recommend. I don't think the board said it had to be by phone just that it could be.

Female Participant: Right, that's what I heard. That it could be.

Male Participant: Okay. So do we need a motion on this directing staff to--



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Male Participant: Yes.

Male Participant: I'll make a motion directing staff to set up a meeting with Tracy or Sam Bob.

President Christian: I second that.

Female Participant: Commissioner Davis?

Male Participant: Yes.

Female Participant: Vice President Marcus?

Male Participant: Yes.

Female Participant: President Christian?

President Christian: Yes.

Female Participant: Secretary Martin?

Male Participant: Yes.

President Christian: Last thing or new business is on you, Commissioner.

Male Participant: So, I'd like to [pause 01:40:24] direct staff to locate our application if we have one, or if we don't to grab one from the county or the city 'cause I know the county has an under website under committees and stuff like that. There's a certainly adequate to get this advertised and hopefully we have some applicants for the next meeting. Kathy, we have that one-

Female Participant: Oh, yes, quick sharing.

Male Participant: -quick sharing for the plan. We have that application on the property.

Female Participant: For clarifications, you want the deadline to be a week prior to the main meeting? What's your idea of the deadline for the application?

Male Participant: I don't know that we want a definite deadline, maybe it's until filled. So, what does the board think?

President Christian: I think until filled.

Male Participant: Exactly.

Male Participant: We would like to consider whatever applications we have at the next meeting.

Female Participant: Okay. So, you don't want to get mine or at the end if we go along with that?

Male Participant: Yes.

Male Participant: We want a motion?

Female Participant: No, I just need consensus.

Male Participant: Okay.

President Christian: All right, commissioner's reports, Roy?

Male Participant: I don't have any comments tonight.

President Christian: Jan?

Jan: No comment.

President Christian: Andy?

Male Participant: I just have some updates. The Fish and Wildlife Commission, Oregon Fish and Wildlife Commission had meeting in Astoria Thursday and Friday. It's a pretty sure the agenda that one of the things are ocean terminal seasons starting the Chetco October season or the bubble season. Talking was Steve major the district wildlife single beach, the staff recommendation that is identical to last year's season. It was just like changing date. So, the sport season proposed for the bubble season is October 6th and 7th and 13th to 14th, the first two weekends, one fish a day.

The commercial season being proposed is October 8th to 12th in between two weekends and 15th to 31st, 305th for the commercial season and a five fish per day landing for boat. Also, the Fish and Wildlife Commission and ODFW, this is going to happen in Brookings that'll affect Brookings, the yellow lion packs and the recreational fishery, in February were ride up the cup.

The most that ODFW wanted to see and they may have been over in March. How that affects us is the yellow lion packs, they wide go over the allocation that's been set by the feds, then the state would close bottom fishing outside of 30,000, I'm sorry, 40,000 so, you want to be able to possess rock fish in more than a 120 feet which would affect people there in the salmon fishery.

You wouldn't be allowed bottom fish on board and then be throwing for salmon in more than 120 feet, that is half in the outlet. ODFW said it was concerned about the high yellow lion packs and that mainly helped them out of the northern ports of the Newport, Depoe Bay, and Charleston for people fishing for deep water. That's something that could affect us with our regulations.

Last week, The PFMC set the sport on commercial salmon seasons for our areas. I gave all the commissioners a copy. Some more copies here for me. One's a copy of the PFMC tables, something that was highlighted out that he's berating my thought quite a bit awkward very similar from ODFW. The US Commerce Department in putting together the impacts of the seasons in our area from Humbug Mountain to the California Oregon border, the salmon season has the greatest economic impact to the entire gulf watching from New California, \$13 million. The reason for that, we are isolated, so people don't just come here to fish for one day.

They totally are be here or their boat here in the state for several days, they go to restaurants for several days. The economic benefit for working in this area is greater than all the other harbors. That's it my report.

President Christian: I have no report tonight. I have 10 on agenda related public comments. William Manny, would you come forward. Doug Louis, shall be step forward. Set your timer. You have three minutes Doug.

Male Participant: Just a second.

President Christian: Hold on.

Male Participant: Good evening. I'm Doug Louis, fourth district resident of Cattlefield. You've all heard me before and you know I'm very concerned about future of Port. The recalled positions have been turned in and the community has spoken. More than a thousand people want each of the three remaining commissioners to resign. Less than 2% of the registered voters on our average refused to sign the petitions when given the opportunity.

The community does not want you to run this port any longer. If your recall elections are forced due to a special ballot, I can predict certainly that you will all be removed from office. That special election will cost the courtroom \$20,000. I'm here tonight to ask all of you to do the right thing for the port and resign now.

[applause]

Don't make this port spend any more money on the issue that you have created. Thank you.

President Christian: Thank you. Meeting adjourned.

Male Participant: Can I give my comment now?

President Christian: Your comment? No. Please be here by six o'clock.

Male Participant: I was here at six.

President Christian: Before the meeting started.

Male Participant: That's bullshit man.



April 17, 2018 Regular Meeting Transcript

[01:47:18] [END OF AUDIO]

Port of Brookings Harbor Board of Commissioners
Commissioners Meeting Minutes
Monday, April 23, 2018 5:30 pm
Port Office: 16340 Lower Harbor Rd Ste 103, Harbor OR, 97415

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

President Christian called the meeting to order at 5:30 pm.

Commissioners Present: Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian.

Staff Present: Interim Manager Kathy Lindley-Hall, Harbormaster Travis Webster and Administrative Assistant Danielle Shepard.

The board and public stated the pledge of allegiance.

2. **Approval of Agenda:**

Vice Pres. Barbas made a motion to add public comments before New Business to the agenda. Second by Pres. Christian. Voting yes: unanimous.

Comm. Davis made a motion to add Appointing Commissioner Position to the agenda. Motion failed due to lack of a second.

3. **Public Comments:**

Doug Lewis: Because of what the board did the Port has lost the people who matter. How he didn't have an issue getting signatures for the recall and asked why the board thinks they can beat this recall. You need to add your name to the resignation, that would be best for the Port.

Tom Beene: believe the public comments card policy needs to be looked at and asked for the board to resign.

Russell Burkman: thanked the public for showing up. Can no longer watch people run amuck to our beautiful port and feels it's time for him to step up to the plate.

Daniel Fraser: informed the board of how the commissioner filing position working to file the commissioner position in the future.

No other public comments.

4. **New Business:**

a. **Motion to Accept Commissioners Resignations:**

Vice Pres. Barbas made a motion to accept Andy Martin's resignation for commissioner position #1 as of April 20, 2018 at 5:00pm PST and thereby relinquish all his duties related to his elected capacity. Second by Pres. Christian. Voting yes: unanimous.

Vice Pres. Barbas made a motion to accept Roger Thompson resignation for commissioner position #2 on April 17, 2018. and thereby relinquish

*all his duties related to his elected capacity. Second by Pres. Christian.
Voting yes: unanimous.*

*Vice Pres. Barbas made a motion approving the removal of Andy Martin and Roger Thompson as authorized signers to all Umpqua Bank Accounts including: Public Checking Account #973273634, Public Checking Account #4869398018, Money Market Account #0972079529 and Money Market Account #0972678627. Second by Pres. Christian.
Voting yes: unanimous.*

Vice Pres. Barbas made a motion approving the removal of Andy Martin and Roger Thompson from all Oregon State Treasury Local Government Investment Pool Accounts including: General Fund Account #6017, Reserve Fund Account #6018, Capital Projects Fund Account #6019, Debt Service Fund Account #6020, USDA Revenue Bond Fund #6021. Second by Pres. Christian. Voting yes: unanimous.

5. Adjournment:

The meeting was adjourned at 5:45 p.m.

Port Commissioner

An audio recording and transcript was made of these proceedings. The recording and the 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

Special Meeting Minutes

Previous Port Office
16340 Lower Harbor Rd Ste 103
Harbor OR 97415

Friday, May 4, 2018 • 7:00 PM

Commissioners present: Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian. Also present were, Kathy Lindley Hall, Interim Manager, Travis Webster, Harbormaster, participating staff members and members of the public.

Agenda

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

Christian called the meeting to order at 7:00pm. Board and audience stated the pledge of allegiance.

Christian announced since there is not a quorum tonight for the general meeting, the meeting is adjourned and thanks all participating candidates and public for attending.

2. Approval of Agenda

3. Public Comments *

4. New Business

- a. Appointments of 1 or 2 Commissioners

5. Adjournment

Christian adjourned the meeting at 7:01 pm.

President

Secretary

Date Signed

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



May 4, 2018 Special Meeting Transcript

PLEASE NOTE THESE TRANSCRIPTS HAVE BEEN ALTERED AND/OR CHANGED BY THE PORT OF BROOKINGS HARBOR

Christian: This order. It's Friday night, May 4th, 2018, 7:00 PM. Would you please stand for the Pledge of Allegiance?

Participants: I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

Christian: Thank you. Can we have a roll call, please?

Lindley Hall: Angi Christian.

Angi: Here.

Lindley Hall: Jan Barbas.

Jan: Here.

Christian: Because we do not have a quorum for the general meeting, I'm very disappointed that we don't. I'd like to thank all the candidates and the public that have come to this meeting. I appreciate your time. We have a great group of candidates and I feel that any one of you will be an asset to this board and. with that, I'll adjourn the meeting.

[00:01:13] [END OF AUDIO]

Port of Brookings Harbor Board of Commissioners

Commissioners Meeting Minutes

Tuesday, May 15, 2018 6:00 pm

Harbor Fire / Harbor Water District, Conference Room: 98069 W Benham Lane, Harbor OR 97415

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

President Christian called the meeting to order at 6:00 pm. The board and audience stated the pledge of allegiance.

Commissioners present: Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian. Also present were, Kathy Lindley Hall, Interim Manager, Travis Webster, Harbormaster, participating staff members and members of the public.

Christian announced since there is not a quorum tonight for the meeting, the meeting is adjourned and thanked everyone for attending.

2. Approval of Agenda:

3. Approval of Minutes:

a. Special Meeting – Tuesday, January 30, 2018:

b. Special Meeting – Tuesday, February 6, 2018:

4. Agenda Related Public Comments:

5. Financial Review:

6. Managers Report & Operational Report:

7. Old Business:

a. Kathy's Corner Market Update:

b. Regional Infrastructure Fund Applications for Fuel Dock:

c. Appointments of 1 or 2 Commissioners:

d. Bounders Crab Shack:

8. New Business:

a. Resolution 493, Port Rates:

9. Commissioners Report

10. Non-Agenda Related Public Comments:

11. Adjournment:

Christian adjourned the meeting at 6:02 p.m.

President

Secretary

Date Signed



Port of Brookings Harbor

Financial Reports for the June 2018

- Balance Sheet
- Port Profit & Loss
- Profit & Loss Budget Performance
- Profit & Loss Pervious Year Comparison
- General Fund Profit & Loss
- Beachfront RV Park Profit & Loss
- Boatyard Profit & Loss
- Commercial Retail Profit & Loss
- Commercial Retail Leases
- Fuel Dock Profit & Loss
- Marina & Administration Profit & Loss
- Property Ground Use Profit & Loss
- Capital Projects Activity
- Check Registers

**Port of Brookings Harbor
Balance Sheet**

As of June 30, 2018

	Jun 30, 18
ASSETS	
Current Assets	
Checking/Savings	
1001 · CASH & CASH EQUIVALENTS	98,414.42
1002 · General Funds Ckg Umpqua 3634	66,291.35
1005 · General Fund LGIP 6017	
Total 1001 · CASH & CASH EQUIVALENTS	164,705.77
1006 · Cash on Hand/Petty Cash	
1008 · Office/Financial Assistant	458.84
1010 · Fuel Dock Cash Drawer	400.00
1012 · RV Park Cash Drawer	930.00
1014 · Office/Reception Cash Drawer	200.00
Total 1006 · Cash on Hand/Petty Cash	1,988.84
1020 · RESTRICTED - CASH/EQUIVALENTS	
1022 · USDA BOND Umpqua MM 9529	2,503.92
1024 · Capital Projects Umpqua 8018	2,939.85
1028 · Debt Service Umpqua MM 8627	
1028.1 · IFA LOAN SAVINGS	2,506.00
1028.2 · TRAVEL LIFT	200.00
1028.3 · GENIE FORKLIFT	200.00
Total 1028 · Debt Service Umpqua MM 8627	2,906.00
1030 · Oregon State Treasury LGIP	
1032 · USDA Bond Fund LGIP 6021	96,321.22
1034 · Capital Projects Fund LGIP 6019	957.21
1036 · Reserve Fund LGIP 6018	11,097.83
1038 · Debt Service Fund LGIP 6020	
1038.1 · IFA LOAN	16,893.88
1038.2 · TRAVELIFT	3,066.00
1038.3 · GENIE FORKLIFT	1,203.58
Total 1038 · Debt Service Fund LGIP 6020	21,163.46
Total 1030 · Oregon State Treasury LGIP	129,539.72
1020 · RESTRICTED - CASH/EQUIVALENTS	
Total 1020 · RESTRICTED - CASH/EQUIVALENTS	137,889.49
Total Checking/Savings	304,584.10

Port of Brookings Harbor
Balance Sheet
As of June 30, 2018

	Jun 30, 18
Accounts Receivable	
1200 · Accounts Receivable Account	28,753.01
Total Accounts Receivable	28,753.01
Other Current Assets	
1210 · A/R-Auditor Adjustment Account	32,891.00
1305 · FUEL Inventory	30,405.20
1310 · Prepaid Insurance	8,230.00
1320 · Due from Other Port Funds	
1322 · Due from Capital Projects Fund	56,245.18
Total 1320 · Due from Other Port Funds	56,245.18
1330 · Trans out to Other Port Funds	
1334 · Trans out to Capital Proj Fund	93,814.40
1336 · Trans out to Reserve Fund	11,000.00
1338 · Trans out to USDA Bond Fund	168,176.60
1340 · Trans out to Debt Service Fund	378,048.98
Total 1330 · Trans out to Other Port Funds	651,039.98
1400 · RECEIVABLES	
1402 · Tax Appropriations Receivable	22,893.00
1405 · Grants Receivables	
1408 · Dock Renovation L16010	41,578.00
Total 1405 · Grants Receivables	41,578.00
Total 1400 · RECEIVABLES	64,471.00
1499 · Undeposited Funds	3,725.31
Total Other Current Assets	847,007.67
Total Current Assets	1,180,344.78
Fixed Assets	
1600 · Fixed Asset	
1605 · Construction in Progress	1,537,645.75
1610 · Land	2,537,448.00
1615 · Idle & Impaired Assets	557,163.00
1620 · Buildings & Docks	14,504,923.68

**Port of Brookings Harbor
Balance Sheet
As of June 30, 2018**

	Jun 30, 18
1630 - Equipment	
1632 - 2017-50 BFMII Travellift	343,750.00
1636 - 2017 Ford F250 Truck	25,701.50
1636 - 2018 Genie Forklift GTH-1256	147,852.00
1638 - 2018 Ford F150 Truck	20,552.82
1630 - Equipment - Other	190,982.00
Total 1630 - Equipment	728,838.32
Total 1600 - Fixed Asset	19,866,018.75
1690 - Allowance for depreciation	-5,123,949.00
Total Fixed Assets	14,742,069.75
TOTAL ASSETS	15,922,414.53
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	2,128.85
2000 - General Fund Accts Payable	2,128.85
Total Accounts Payable	2,128.85
Credit Cards	
2008 - RCU VISA ACCT	813.67
Total Credit Cards	813.67
Other Current Liabilities	
2012 - ACCRUED BENEFITS	22,830.55
2013 - Accrued Int Payable-Restricted	81,705.00
2015 - DEFERRED REVENUE	44,555.00
2020 - Security Deposits C/R	10,786.53
2022 - Key Deposit	1,180.00
2026 - Deposits Payable	1,000.00
2120 - Due to Other Port Funds	
2122 - Due to Capital Projects Fund	56,245.18
Total 2120 - Due to Other Port Funds	56,245.18

**Port of Brookings Harbor
Balance Sheet
As of June 30, 2018**

	Jun 30, 18
2130 · Trans in to Other Port Funds	
2134 · Trans in to Capital Proj Fund	93,814.40
2136 · Trans in to Reserve Fund	11,000.00
2138 · Trans in to USDA Bond Fund	168,176.60
2140 · Trans in to Debt Service Fund	378,048.98
Total 2130 · Trans in to Other Port Funds	651,039.98
2150 · Current Portion of LT Debt	377,043.00
Total Other Current Liabilities	1,246,385.24
Total Current Liabilities	1,249,327.76
Long Term Liabilities	
2200 · Notes Payable	
Revenue Bonds Payable	
2280 · USDA #97-02	1,222,071.87
Total Revenue Bonds Payable	1,222,071.87
2205 · 50 BFMII Travellift Mobile Boat	258,032.80
2215 · 2018 Genie Reach Forklift	96,111.12
2235 · Land Purchase-Kyle Aubin	16,056.00
2250 · OEDD/Restructure Prin Pmts	
IFA/OBDD LOANS	
2256 · IFA/OBDD #520139/Boardwalk	75,869.04
2257 · IFA/OBDD #525172/RV Park Improv	136,836.82
2258 · IFA/OBDD #525176/Green Bldg	307,228.94
2259 · IFA/OBDD #525181/EurekaFishery	203,474.72
Total IFA/OBDD LOANS	723,409.52
IFA/SPWF LOANS	
2261 · IFA/SPWF L02009/Cold Storage	820,648.64
2263 · IFA/SPWF L96003/RV Park Beach	69,579.57
2264 · IFA/SPWF L98004/Dock Improv	222,971.25
2265 · L02001/Marine Fueling Dock	205,254.16
2266 · X03004/Eureka Fishery Invoice	220,192.71
Total IFA/SPWF LOANS	1,538,646.33
Total 2250 · OEDD/Restructure Prin Pmts	2,262,055.85
Total 2200 · Notes Payable	3,854,327.64

**Port of Brookings Harbor
Balance Sheet
As of June 30, 2018**

	Jun 30, 18
2207 · Accrued interest payable	2,730,127.00
2290 · Less current portion	-377,043.00
Total Long Term Liabilities	6,207,411.64
Total Liabilities	7,456,739.40
Equity	
2900 · Port Equity Account	7,877,634.61
3900 · RETAINED EARNINGS	15,526.00
Net Income	572,514.52
Total Equity	8,465,675.13
TOTAL LIABILITIES & EQUITY	15,922,414.53

Port of Brookings Harbor Port Profit & Loss June 2018

Jun 18

Ordinary Income/Expense	
Income	
4100 · MARINA/ADMINISTRATION	
4120 · Finance Charges/Income	61.57
4125 · Administrative Fees	100.00
4130 · Boat Launch	1,680.00
4135 · Storage	5,629.56
4300 · MOORAGE	
4310 · Commercial Slip Rent	10,015.36
4320 · Recreational Slip Rent	32,088.73
4325 · Transient	1,513.16
4330 · Liveaboard	1,800.00
4340 · Moorage Electric	2,610.32
4350 · Other Fees	150.00
Total 4300 · MOORAGE	<u>48,177.57</u>
Total 4100 · MARINA/ADMINISTRATION	<u>55,648.70</u>
4200 · COMMERCIAL RETAIL	
4210 · Commercial Retail Lease	43,142.79
4211 · CR/ Electric	57.81
4212 · CR/ Water	90.00
4214 · CR/ Sewer	85.54
4222 · CPI-U	617.57
Total 4200 · COMMERCIAL RETAIL	<u>43,993.71</u>
4400 · RV PARK	
4410 · Space Rental	74,314.00
4440 · Laundry & Showers	722.22
4450 · Wood Sales	135.00
4470 · Misc Purchases & Sales	100.00
Total 4400 · RV PARK	<u>75,271.22</u>
4500 · FUEL SALES	
4505 · DIESEL	89,863.93
4510 · GAS	7,681.78

Port of Brookings Harbor
Port Profit & Loss
 June 2018

	Jun 18
4515 · OTHER FUEL SALES	1,280.62
Total 4500 · FUEL SALES	98,826.33
4600 · BOATYARD	
4630 · Other Services & Sales	72.00
4635 · Travel Lift Haul Out	528.00
4645 · Telehandler	720.00
4655 · Yard Days	9,256.50
Total 4600 · BOATYARD	10,576.50
4900 · PROPERTY GROUND USE	
4910 · Grounds Use Fee	480.00
Total 4900 · PROPERTY GROUND USE	480.00
Total Income	284,796.46
Gross Profit	284,796.46
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5012 · OFFICE STAFF	
5016 · Wages/Port Office	7,346.82
5018 · Wages/RV Park	3,125.78
Total 5012 · OFFICE STAFF	10,472.60
5020 · OPERATIONS STAFF	
5021 · Wages/Boatyard	2,313.77
5022 · Wages/Comm Retail	93.62
5023 · Wages/Fuel Dock	961.26
5024 · Wages/Land Use	108.39
5025 · Wages/Marina	4,596.71
5026 · Wages/RV Park	1,245.40
5028 · Wages/Capital Projects	2,148.87
Total 5020 · OPERATIONS STAFF	11,468.02

Port of Brookings Harbor
Port Profit & Loss
 June 2018

	<u>Jun 18</u>
5040 · OVERTIME	
5042 · OFFICE/OVERTIME	
5044 · Overtime/Port Office	368.11
5046 · Overtime/RV Park Office	433.98
Total 5042 · OFFICE/OVERTIME	<u>802.09</u>
5050 · OPERATIONS/OVERTIME	
5053 · Overtime/Fuel Dock	13.00
5055 · Overtime/Marina	32.48
5056 · Overtime/RV Park Operations	19.49
Total 5050 · OPERATIONS/OVERTIME	<u>64.97</u>
Total 5040 · OVERTIME	<u>867.06</u>
Total 5010 · WAGES & SALARIES	<u>22,807.68</u>
5060 · EMPLOYEE COSTS & BENEFITS	
5064 · Paid Holidays	1,134.48
5065 · Jury Duty	58.89
5068 · Paid Time Off	1,435.92
5069 · Bereavement Leave	443.52
5070 · Payroll Taxes	2,942.13
5072 · Workers Compensation	12,924.08
5076 · Health Care and Dental	4,247.81
5090 · SEP Retirement	
5094 · Office	929.62
5096 · Operations	1,421.62
Total 5090 · SEP Retirement	<u>2,351.24</u>
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>25,538.07</u>
Total 5000 · PERSONNEL SERVICES/PAYROLL	<u>48,345.75</u>
6001 · ADVERTISING & NOTIFICATIONS	
6002 · Marketing & Advertising	341.00
Total 6001 · ADVERTISING & NOTIFICATIONS	<u>341.00</u>
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	4,444.69

Port of Brookings Harbor
Port Profit & Loss
 June 2018

	Jun 18
6115 · Services & Supplies	6,078.04
6120 · Landscaping & Beautification	2,117.50
6125 · Tools-Under \$5,000	375.00
Total 6100 · REPAIRS & MAINTENANCE	13,015.23
6150 · FUEL purchased for resale	85,678.18
6200 · UTILITIES	
6210 · Telecommunications	447.58
6220 · Electric	6,619.82
6230 · Water	1,517.64
6240 · Sanitary	3,474.13
6250 · Waste Management	6,985.45
6260 · Cable TV	456.99
6270 · Propane Gas	115.69
Total 6200 · UTILITIES	19,617.30
6300 · OFFICE EXPENSE	
6315 · Office Services & Supplies	535.13
6320 · Leased Equipment(inci'g copier)	1,798.48
6330 · Dues, Subs & Pubs	110.75
6345 · Postage	392.14
Total 6300 · OFFICE EXPENSE	2,836.50
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	2,514.05
6360 · Bank Service Charge/Fees	19.40
Total 6350 · BANK SERVICE & FINANCE FEES	2,533.45
6400 · TRAVEL & ENTERTAINMENT	
6420 · Meals & Other	24.25
6425 · Mileage Reimbursement	239.06
Total 6400 · TRAVEL & ENTERTAINMENT	263.31
6500 · PERMITS, LICENSES, TAXES & MISC	
6510 · Conferences/Education/Meetings	949.35
6515 · Election Expense	17,576.23

Port of Brookings Harbor Port Profit & Loss June 2018

	Jun 18
6582 · Lien Expenses	25.00
Total 6500 · PERMITS, LICENSES, TAXES & MISC	18,550.58
6600 · BAD DEBT	9,529.03
6800 · INSURANCE; PROP & CAS, BOND	
6810 · Port Self Insurance	145.00
6800 · INSURANCE; PROP & CAS, BOND - Other	7,662.73
Total 6800 · INSURANCE; PROP & CAS, BOND	7,807.73
6900 · PROFESSIONAL FEES	
6910 · Accounting	1,020.00
6924 · Management Consulting	3,000.00
6935 · Legal	1,951.50
6945 · IT Support/Services	149.00
6955 · Payroll Administration Fee	344.40
Total 6900 · PROFESSIONAL FEES	6,464.90
Total Expense	214,982.96
Net Ordinary Income	69,813.50
Other Income/Expense	
Other Income	
7000 · PROPERTY TAX	
7010 · Previously Levied Tax	819.95
7020 · Current Tax Levy	8,162.48
Total 7000 · PROPERTY TAX	8,982.43
7100 · INTEREST & DIVIDENDS INCOME	
7110 · MISC INCOME	437.71
7120 · Restitution & Settlements	100.00
Total 7110 · MISC INCOME	100.00
7200 · GRANT REVENUES	
7213 · Boarding Docks/Launch FG #1587	107,845.59
Total 7200 · GRANT REVENUES	107,845.59
Total Other Income	117,365.73

Accrual Basis

Port of Brookings Harbor
Port Profit & Loss
June 2018

	<u>Jun 18</u>
Other Expense	
8055 · CAPITAL PROJECTS/REPAIRS	
8300 · CAPITAL OUTLAYS; GENERAL FUND	20,255.00
Total 8055 · CAPITAL PROJECTS/REPAIRS	<u>20,255.00</u>
8200 · GRANT EXPENSES	
8212 · Boarding Docks/Launch FG #1587	37,155.01
Total 8200 · GRANT EXPENSES	<u>37,155.01</u>
8400 · DEBT SERVICE FUND	
8430 · Paid Interest	
8432 · IFA	457.69
8443 · 50 BFMII Travellift Interest	1,231.16
8444 · 2018 Genie Forklift Interest	501.55
Total 8430 · Paid Interest	<u>2,190.40</u>
Total 8400 · DEBT SERVICE FUND	<u>2,190.40</u>
Total Other Expense	59,600.41
Net Other Income	<u>57,765.32</u>
Net Income	<u><u>127,578.82</u></u>

Port of Brookings Harbor
Profit & Loss Budget Performance
 July 2017 through June 2018

Accrual Basis

	Jul '17 - Jun 18	Budget	% of Budget
Ordinary Income/Expense			
Income			
4100 · MARINA/ADMINISTRATION	587,447.42	731,532.00	80.3%
4200 · COMMERCIAL RETAIL	510,814.38	559,042.00	91.4%
4400 · RV PARK	575,119.62	545,395.00	105.5%
4500 · FUEL SALES	483,601.15	564,761.00	85.6%
4600 · BOATYARD	94,113.30	222,240.00	42.3%
4900 · PROPERTY GROUND USE	8,770.00	12,100.00	72.5%
Total Income	2,259,865.87	2,635,070.00	85.8%
Gross Profit	2,259,865.87	2,635,070.00	85.8%
Expense			
5000 · PERSONNEL SERVICES/PAYR...	598,270.17	596,256.00	100.3%
6000 · MATERIALS & SERVICES			
6001 · ADVERTISING & NOTIFICATIONS	10,933.91	6,549.00	167.0%
6100 · REPAIRS & MAINTENANCE	207,762.06	241,072.00	86.2%
6150 · FUEL purchased for resale	402,793.57	440,400.00	91.5%
6200 · UTILITIES	261,800.05	316,389.00	82.7%
6300 · OFFICE EXPENSE	43,969.14	53,806.00	81.7%
6350 · BANK SERVICE & FINANCE FEES	25,415.85	28,505.00	89.2%
6400 · TRAVEL & ENTERTAINMENT	2,685.37	2,340.00	114.8%
6500 · PERMITS, LICENSES, TAXES & ...	33,958.32	20,208.00	168.0%
6585 · HARBOR RFPD SERVICE	15,000.00	15,000.00	100.0%
6600 · BAD DEBT	18,425.87	5,507.00	334.6%
6800 · INSURANCE; PROP & CAS, BO...	87,272.63	96,852.00	90.1%
6900 · PROFESSIONAL FEES	99,978.48	63,272.00	158.0%
Total Expense	1,808,265.42	1,886,156.00	95.9%

Port of Brookings Harbor
Profit & Loss Budget Performance

July 2017 through June 2018

Accrual Basis

	Jul '17 - Jun 18	Budget	% of Budget
Net Ordinary Income	451,600.45	748,914.00	60.3%
Other Income/Expense			
Other Income			
7000 · PROPERTY TAX	237,621.89	205,000.00	115.9%
7100 · INTEREST & DIVIDENDS INCOME	3,079.34		
7110 · MISC INCOME	154,398.20		100.0%
7170 · Sale of Assets	6,883.40		
7200 · GRANT REVENUES	275,397.86	1,880,213.00	14.6%
7300 · FEMA REVENUE	819,761.00		
Total Other Income	677,380.69	2,904,974.00	23.3%
Other Expense			
8055 · CAPITAL PROJECTS/REPAIRS	53,878.82	65,000.00	82.9%
8100 · FEMA EXPENSES	19,303.81	1,000,000.00	1.9%
8200 · GRANT EXPENSES	337,470.87	529,785.00	63.7%
8400 · DEBT SERVICE FUND	19,333.83	17,237.00	112.2%
8600 · USDA REVENUE BOND	64,390.09	64,372.00	100.0%
Total Other Expense	494,377.42	1,676,394.00	29.5%
Net Other Income	183,003.27	1,228,580.00	14.9%
Net Income	634,603.72	1,977,494.00	32.1%

Port of Brookings Harbor Profit & Loss Previous Year Comparison June 2018

Accrual Basis

	Jun 18	Jun 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
4100 - MARINA/ADMINISTRATION		93.27	-31.70	-34.0%
4120 - Finance Charges/Income	61.57		100.00	100.0%
4125 - Administrative Fees	1,880.00	2,615.00	-935.00	-35.8%
4130 - Boat Launch	5,629.56	6,191.15	-561.59	-9.1%
4135 - Storage				
4300 - MOORAGE				
4310 - Commercial Slip Rent	10,015.36	7,889.00	2,126.36	27.0%
4320 - Recreational Slip Rent	32,088.73	40,642.27	-8,553.54	-21.1%
4325 - Transient	1,513.16	1,402.62	110.54	7.9%
4330 - Liveboard	1,800.00	447.50	1,352.50	302.2%
4335 - Dock Box		279.00	-279.00	-100.0%
4340 - Moorage Electric	2,610.32	2,821.23	-210.91	-7.5%
4350 - Other Fees	150.00		150.00	100.0%
Total 4300 - MOORAGE	48,177.57	53,481.62	-5,304.05	-9.9%
Total 4100 - MARINA/ADMINISTRATION	55,648.70	62,381.04	-6,732.34	-10.8%
4200 - COMMERCIAL RETAIL				
4210 - Commercial Retail Lease	43,142.79	39,416.14	4,726.65	12.3%
4211 - CR/ Electric	57.81		57.81	100.0%
4212 - CR/ Water	90.00	79.00	11.00	13.9%
4214 - CR/ Sewer	85.54	32.08	53.46	166.7%
4222 - CPI-U	617.57	102.27	515.30	503.9%
Total 4200 - COMMERCIAL RETAIL	43,993.71	38,629.49	5,364.22	13.9%
4400 - RV PARK				
4410 - Space Rental	74,314.00	70,672.00	3,642.00	5.2%
4440 - Laundry & Showers	722.22	610.00	112.22	18.4%
4460 - Wood Sales	135.00	385.00	-250.00	-64.9%
4470 - Misc Purchases & Sales	100.00	11.50	88.50	769.6%
Total 4400 - RV PARK	75,271.22	71,678.50	3,592.72	5.0%
4500 - FUEL SALES				
4605 - DIESEL	89,863.93	53,332.68	36,531.25	68.5%
4510 - GAS	7,881.78	6,914.51	767.27	11.1%
4515 - OTHER FUEL SALES	1,280.62	1,884.96	-604.34	-32.1%
Total 4500 - FUEL SALES	98,826.33	62,132.15	36,694.18	59.1%
4600 - BOATYARD				
4630 - Other Services & Sales	72.00	3,182.05	-3,110.05	-97.7%
4635 - Travel Lift Haul Out	528.00	2,951.50	-2,423.50	-82.1%
4640 - Labor		1,040.00	-1,040.00	-100.0%
4645 - Telehandler	720.00	720.00		100.0%
4655 - Yard Days	9,256.50	5,357.00	3,899.50	72.8%
Total 4600 - BOATYARD	10,576.50	12,530.55	-1,954.05	-15.6%
4900 - PROPERTY GROUND USE				
4910 - Grounds Use Fee	480.00	740.00	-260.00	-35.1%
4930 - Material/Repair		100.00	-100.00	-100.0%
Total 4900 - PROPERTY GROUND USE	480.00	840.00	-360.00	-42.9%

**Port of Brookings Harbor
Profit & Loss Previous Year Comparison
June 2018**

Accrual Basis

	Jun 18	Jun 17	\$ Change	% Change
Total Income	284,796.46	248,191.73	36,604.73	14.8%
Gross Profit	284,796.46	248,191.73	36,604.73	14.8%
Expense				
5000 - PERSONNEL SERVICES/PAYROLL				
5010 - WAGES & SALARIES				
5012 - OFFICE STAFF				
5014 - Salary/Port Manager	5,769.60		-5,769.60	-100.0%
5016 - Wages/Port Office	6,523.75		6,523.07	12.6%
5018 - Wages/RV Park	3,125.78		-51.22	-1.6%
Total 5012 - OFFICE STAFF	15,470.35		-4,997.75	-32.3%
5020 - OPERATIONS STAFF				
5021 - Wages/Boatyard	2,313.77	3,624.38	-1,310.61	-36.2%
5022 - Wages/Comm Retail	93.62	681.25	-587.63	-86.3%
5023 - Wages/Fuel Dock	961.26	771.00	190.26	24.7%
5024 - Wages/Land Use	108.39	109.00	-0.61	-0.6%
5025 - Wages/Marina	4,596.71	3,465.75	1,130.96	32.6%
5026 - Wages/RV Park	1,245.40		1,245.40	100.0%
5028 - Wages/Capital Projects	2,148.87	401.63	1,747.24	435.0%
Total 5020 - OPERATIONS STAFF	11,468.02	9,053.01	2,415.01	26.7%
5040 - OVERTIME				
5042 - OFFICE/OVERTIME				
5044 - Overtime/Port Office	368.11	135.00	233.11	172.7%
5048 - Overtime/RV Park Office	433.98	234.38	199.60	85.2%
Total 5042 - OFFICE/OVERTIME	802.09	369.38	432.71	117.1%
5050 - OPERATIONS/OVERTIME				
5051 - Overtime/Boatyard		449.44	-449.44	-100.0%
5052 - Overtime/Comm Retail		293.26	-293.26	-100.0%
5053 - Overtime/Fuel Dock	13.00	160.50	-147.50	-91.9%
5055 - Overtime/Marina	32.48	523.88	-491.40	-93.8%
5056 - Overtime/RV Park Operations	19.49		19.49	100.0%
5057 - Overtime/Capital Projects		38.25	-38.25	-100.0%
Total 5050 - OPERATIONS/OVERTIME	64.97	1,465.33	-1,400.36	-95.6%
Total 5040 - OVERTIME	867.06	1,834.71	-967.65	-52.7%
Total 5010 - WAGES & SALARIES	22,807.68	26,358.07	-3,550.39	-13.5%
5060 - EMPLOYEE COSTS & BENEFITS				
5062 - Disability Bank		3,391.95	-3,391.95	-100.0%
5064 - Paid Holidays	1,134.48	828.00	306.48	37.0%
5065 - Jury Duty	58.89	58.89		100.0%
5068 - Paid Time Off	1,435.92	5,738.82	-4,302.90	-75.0%
5069 - Bereavement Leave	443.52	443.52		100.0%
5070 - Payroll Taxes	2,942.13	3,294.50	-352.37	-10.7%
5072 - Workers Compensation	12,924.08	12,924.08		100.0%
5074 - Personal Vehicle Allowance		277.00	-277.00	-100.0%
5076 - Health Care and Dental	4,247.81	5,451.25	-1,203.44	-22.1%
5090 - SEP Retirement				
5092 - Port Manager		604.66	-604.66	-100.0%
5094 - Office	929.62	905.82	23.80	2.6%

**Port of Brookings Harbor
Profit & Loss Previous Year Comparison
June 2018**

Accrual Basis

	Jun 18	Jun 17	\$ Change	% Change
5096 · Operations	1,421.62	1,314.08	107.54	8.2%
Total 5090 · SEP Retirement	2,351.24	2,824.56	-473.32	-16.8%
Total 5080 · EMPLOYEE COSTS & BENEFITS	25,538.07	21,806.08	3,731.99	17.1%
Total 5000 · PERSONNEL SERVICES/PAYROLL	48,345.75	48,164.15	181.60	0.4%
6001 · ADVERTISING & NOTIFICATIONS	341.00	873.75	-532.75	-61.0%
6002 · Marketing & Advertising	341.00	243.38	-243.38	-100.0%
6004 · Legal Notices				
Total 6001 · ADVERTISING & NOTIFICATIONS	341.00	1,117.13	-776.13	-69.5%
6100 · REPAIRS & MAINTENANCE	4,444.89	4,452.03	-7.34	-0.2%
6110 · Maintenance & Repairs	6,078.04	4,536.56	1,541.48	34.0%
6115 · Services & Supplies	2,117.50	375.00	2,117.50	100.0%
6120 · Landscaping & Beautification	375.00	1,000.00	-1,000.00	-100.0%
6125 · Tools-Under \$5,000				
6135 · Security Contract				
Total 6100 · REPAIRS & MAINTENANCE	13,015.23	9,988.59	3,026.64	30.3%
6150 · FUEL purchased for resale	85,678.18	49,665.33	36,012.85	72.5%
6200 · UTILITIES	447.59	644.47	-196.89	-30.6%
6210 · Telecommunications	6,619.82	8,521.21	-1,901.39	-22.3%
6220 · Electric	1,517.64	1,517.64		100.0%
6230 · Water	3,474.13	3,474.13		100.0%
6240 · Sanitary	6,985.45	8,394.00	-1,408.55	-16.8%
6250 · Waste Management	456.99	398.68	58.31	14.6%
6260 · Cable TV	115.69	148.58	-32.89	-22.1%
6270 · Propane Gas				
Total 6200 · UTILITIES	19,617.30	18,106.94	1,510.36	8.3%
6300 · OFFICE EXPENSE	535.13	271.18	263.95	97.3%
6315 · Office Services & Supplies	1,798.48	2,536.46	-737.98	-29.1%
6320 · Leased Equipment(incl'g copier)		7.38	-7.38	-100.0%
6325 · Budget Expense	110.75	312.00	-201.25	-64.5%
6330 · Dues, Subs & Pubs	392.14	543.27	-151.13	-27.8%
6345 · Postage				
Total 6300 · OFFICE EXPENSE	2,636.50	3,670.29	-833.79	-22.7%
6350 · BANK SERVICE & FINANCE FEES	2,514.05	2,545.46	-31.41	-1.2%
6355 · Merchant Services Fees	19.40	0.23	19.17	8,334.8%
6360 · Bank Service Charge/Fees				
Total 6350 · BANK SERVICE & FINANCE FEES	2,533.45	2,545.69	-12.24	-0.5%
6400 · TRAVEL & ENTERTAINMENT	24.25	208.11	24.25	100.0%
6420 · Meats & Other	239.06	208.11	30.95	14.9%
6425 · Mileage Reimbursement				
Total 6400 · TRAVEL & ENTERTAINMENT	263.31	208.11	55.20	26.5%
6500 · PERMITS, LICENSES, TAXES & MISC	949.35	379.00	570.35	150.5%
6510 · Conferences/Education/Meetings	17,576.23	1,902.03	15,674.20	824.1%
6515 · Election Expense		3,300.84	-3,300.84	-100.0%
6575 · Permits & Licenses		25.00	25.00	100.0%
6582 · Lien Expenses				

**Port of Brookings Harbor
Profit & Loss Previous Year Comparison
June 2018**

Accrual Basis

	Jun 18	Jun 17	\$ Change	% Change
6584 · Cash overshoot		1.50	-1.50	-100.0%
Total 6500 · PERMITS, LICENSES, TAXES & MISC	18,550.58	5,583.37	12,967.21	232.3%
6800 · BAD DEBT	9,529.03	188.73	9,340.30	4,949.0%
6800 · INSURANCE; PROP & CAS, BOND	145.00		145.00	100.0%
6810 · Port Self Insurance	7,662.73	9,457.57	-1,794.84	-19.0%
6800 · INSURANCE; PROP & CAS, BOND - Other				
Total 6800 · INSURANCE; PROP & CAS, BOND	7,807.73	9,457.57	-1,649.84	-17.4%
8900 · PROFESSIONAL FEES				
8910 · Accounting	1,020.00		1,020.00	100.0%
8922 · Engineering Services	3,000.00	3,900.00	-3,900.00	-100.0%
8924 · Management Consulting	1,951.50	3,349.50	-3,000.00	100.0%
8935 · Legal	149.00	149.00	-1,398.00	-41.7%
8945 · IT Support/Services	344.40	228.71	115.69	50.6%
8955 · Payroll Administration Fee				
Total 8900 · PROFESSIONAL FEES	6,464.90	7,627.21	-1,162.31	-15.2%
Total Expense	214,982.96	156,323.11	58,659.85	37.5%
Net Ordinary Income	69,813.50	91,868.62	-22,055.12	-24.0%
Other Income/Expense				
7000 · PROPERTY TAX				
7010 · Previously Levied Tax	819.95	680.54	139.41	20.5%
7020 · Current Tax Levy	8,162.48	7,559.08	603.40	8.0%
Total 7000 · PROPERTY TAX	8,982.43	8,239.62	742.81	9.0%
7100 · INTEREST & DIVIDENDS INCOME	437.71	10.86	426.85	3,930.5%
7110 · MISC INCOME	100.00		100.00	100.0%
7120 · Restitution & Settlements				
Total 7110 · MISC INCOME	100.00	100.00	100.00	100.0%
7200 · GRANT REVENUES				
7213 · Boarding Docks/Launch FG #1587	107,845.59		107,845.59	100.0%
7281 · Dock Rev-L16010-Interim Receiv		20,000.00	-20,000.00	-100.0%
Total 7200 · GRANT REVENUES	107,845.59	20,000.00	87,845.59	439.2%
Total Other Income	117,365.73	28,250.48	89,115.25	315.5%
Other Expense				
8055 · CAPITAL PROJECTS/REPAIRS				
8080 · Dredging @ City Drain/Travelift	16,564.95		-16,564.95	-100.0%
8300 · CAPITAL OUTLAYS; GENERAL FUND	20,255.00		20,255.00	100.0%
Total 8055 · CAPITAL PROJECTS/REPAIRS	20,255.00	16,564.95	3,690.05	22.3%
8100 · FEMA EXPENSES				
8126 · FEMA/Storm Damage 2017		310.00	-310.00	-100.0%
Total 8100 · FEMA EXPENSES		310.00	-310.00	-100.0%
8200 · GRANT EXPENSES				
8212 · Boarding Docks/Launch FG #1587	37,155.01		37,155.01	100.0%

Port of Brookings Harbor
Profit & Loss Previous Year Comparison
June 2018

Accrual Basis

	Jun 18	Jun 17	\$ Change	% Change
8240 • Basin 1 Piling Project		1,000.00	-1,000.00	-100.0%
Total 8200 • GRANT EXPENSES	37,155.01	1,000.00	36,155.01	3,615.5%
8400 • DEBT SERVICE FUND				
8430 • Paid Interest				
8432 • IFA	457.69	457.70	-0.01	-13.3%
8443 • 50 BFMIL Travelift Interest	1,231.16	1,420.75	-189.59	100.0%
8444 • 2018 Gentle Forklift Interest	501.55		501.55	
Total 8430 • Paid Interest	2,190.40	1,878.45	311.95	16.6%
Total 8400 • DEBT SERVICE FUND	2,190.40	1,878.45	311.95	16.6%
8900 • Depreciation Expense		421,615.00	-421,615.00	-100.0%
8910 • Removal of FF&E/Bldg Assets		181,846.00	-181,846.00	-100.0%
Total Other Expense	59,600.41	623,214.40	-563,613.99	-90.4%
Net Other Income	57,765.32	-594,963.92	652,729.24	109.7%
Net Income	127,578.82	-603,095.30	630,674.12	125.4%

Port of Brookings Harbor
General Fund Profit & Loss

June 2018

	BEACHFRONT RV -- (GENERAL FUND)	BOATYARD (GENERAL FUND)	COMMERCIAL RET-- (GENERAL FUND)	FUEL DOCK (GENERAL FUND)	MARINA (GENERAL FUND)	PROPERTY GROU-- (GENERAL FUND)	EQ#1102 2017 F252... (VEHICLES & EQUIP...)	EQ#1102 Chevy %... (VEHICLES & EQUIP...)	Total VEHICLES & ... (GENERAL FUND)	Total GENERAL FU...
Ordinary Income/Expense										
Income										
4100 - MARINA/ADMINISTRATION					55,648.70					55,648.70
4200 - COMMERCIAL RETAIL			43,993.71							43,993.71
4400 - RV PARK	75,271.22									75,271.22
4800 - FUEL SALES				89,826.33						89,826.33
4800 - BOATYARD		10,576.50								10,576.50
4800 - PROPERTY GROUND USE						480.00				480.00
Total Income	75,271.22	10,576.50	43,993.71	89,826.33	55,648.70	480.00				284,796.46
Gross Profit	75,271.22	10,576.50	43,993.71	89,826.33	55,648.70	480.00				284,796.46
Expense										
5600 - PERSONNEL SERVICES/PAYROLL	8,672.39	2,815.81	105.94	1,097.81	35,303.18	123.20				45,918.13
5601 - ADVERTISING & NOTIFICATIONS	341.00									341.00
8100 - REPAIRS & MAINTENANCE	4,480.95	661.61	765.80	1,160.77	5,415.45		120.66	260.66	12,685.24	
6120 - FUEL purchased for resale	5,250.21		3,135.77	85,678.18	10,748.03	139.54			85,678.18	
6200 - UTILITIES	602.00			34.99	2,199.51				19,617.30	
6300 - OFFICE EXPENSE	1,269.58			483.07	768.29				2,836.50	
6300 - BANK SERVICE & FINANCE FEES									2,520.95	
6400 - TRAVEL & ENTERTAINMENT					263.31				263.31	
6500 - PERMITS, LICENSES, TAXES & MISCELLANEOUS					18,481.83				18,590.58	
6580 - BAD DEBT					9,529.03		88.95	88.95	9,529.03	
6800 - INSURANCE; PROP & CAS; BOND	48.24	898.16	523.29	1,292.73	5,033.31				7,807.73	
6800 - PROFESSIONAL FEES	149.00		450.50		5,521.00				6,120.50	
Total Expense	18,813.38	4,187.58	4,821.50	90,091.10	93,242.74	262.74	228.95	349.81	211,668.45	
Net Ordinary Income	56,457.84	6,388.92	38,972.41	8,735.23	-37,594.04	217.26	-120.86	-349.81	72,928.01	
Other Income/Expense										
Other Income										
7000 - PROPERTY TAX					8,982.43					8,982.43
7100 - INTEREST & DIVIDENDS INCOME					186.34					186.34
7110 - MISCELLANEOUS INCOME					100.00					100.00
Total Other Income					9,270.77					9,270.77
Other Expense										
8650 - CAPITAL PROJECTS/REPAIRS	1,605.00		18,650.00							20,255.00
Total Other Expense	1,605.00		18,650.00							20,255.00
Net Other Income	-1,605.00		-18,650.00							-10,984.23
Net Income	54,852.84	6,388.92	20,422.41	8,735.23	-38,323.27	217.26	-120.86	-349.81	61,943.78	61,943.78

Port of Brookings Harbor
Profit & Loss Beachfront RV Park
 June 2018

	Jun 18
Ordinary Income/Expense	
Income	
4400 · RV PARK	
4410 · Space Rental	74,314.00
4440 · Laundry & Showers	722.22
4450 · Wood Sales	135.00
4470 · Misc Purchases & Sales	100.00
Total 4400 · RV PARK	75,271.22
Total Income	75,271.22
Gross Profit	
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5012 · OFFICE STAFF	
5018 · Wages/RV Park	3,125.78
Total 5012 · OFFICE STAFF	3,125.78
5020 · OPERATIONS STAFF	
5026 · Wages/RV Park	1,245.40
Total 5020 · OPERATIONS STAFF	1,245.40
5040 · OVERTIME	
5042 · OFFICE/OVERTIME	
5046 · Overtime/RV Park Office	433.98
Total 5042 · OFFICE/OVERTIME	433.98
5050 · OPERATIONS/OVERTIME	
5056 · Overtime/RV Park Operations	19.49
Total 5050 · OPERATIONS/OVERTIME	19.49
Total 5040 · OVERTIME	453.47
Total 5010 · WAGES & SALARIES	4,824.65
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	621.34
5072 · Workers Compensation	1,226.40
Total 5060 · EMPLOYEE COSTS & BENEFITS	1,847.74
Total 5000 · PERSONNEL SERVICES/PAYROLL	6,672.39
6001 · ADVERTISING & NOTIFICATIONS	
6002 · Marketing & Advertising	341.00
Total 6001 · ADVERTISING & NOTIFICATIONS	341.00
6100 · REPAIRS & MAINTENANCE	

Port of Brookings Harbor
Profit & Loss Beachfront RV Park
 June 2018

	Jun 18
6110 · Maintenance & Repairs	497.23
6115 · Services & Supplies	2,924.97
6120 · Landscaping & Beautification	1,058.75
Total 6100 · REPAIRS & MAINTENANCE	4,480.95
6200 · UTILITIES	
6210 · Telecommunications	154.07
6220 · Electric	1,500.21
6230 · Water	110.10
6240 · Sanitary	399.27
6250 · Waste Management	2,513.88
6260 · Cable TV	456.99
6270 · Propane Gas	115.69
Total 6200 · UTILITIES	5,250.21
6300 · OFFICE EXPENSE	
6320 · Leased Equipment(incl'g copier)	602.00
Total 6300 · OFFICE EXPENSE	602.00
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	1,269.59
Total 6350 · BANK SERVICE & FINANCE FEES	1,269.59
6800 · INSURANCE; PROP & CAS; BOND	48.24
6900 · PROFESSIONAL FEES	
6945 · IT Support/Services	149.00
Total 6900 · PROFESSIONAL FEES	149.00
Total Expense	18,813.38
Net Ordinary Income	56,457.84
Other Income/Expense	
Other Expense	
8055 · CAPITAL PROJECTS/REPAIRS	
8300 · CAPITAL OUTLAYS; GENERAL FUND	1,605.00 (picnic tables)
Total 8055 · CAPITAL PROJECTS/REPAIRS	1,605.00
Total Other Expense	1,605.00
Net Other Income	-1,605.00
Net Income	54,852.84

Port of Brookings Harbor
Profit & Loss Boatyard

June 2018

Jun 18

Ordinary Income/Expense		
Income		
4600 · BOATYARD		
4630 · Other Services & Sales	72.00	
4635 · Travel Lift Haul Out	528.00	
4645 · Telehandler	720.00	
4655 · Yard Days	9,256.50	
Total 4600 · BOATYARD	<u>10,576.50</u>	
Total Income	<u>10,576.50</u>	
Gross Profit	10,576.50	
Expense		
5000 · PERSONNEL SERVICES/PAYROLL		
5010 · WAGES & SALARIES		
5020 · OPERATIONS STAFF		
5021 · Wages/Boatyard	2,313.77	
Total 5020 · OPERATIONS STAFF	<u>2,313.77</u>	
Total 5010 · WAGES & SALARIES	<u>2,313.77</u>	
5060 · EMPLOYEE COSTS & BENEFITS		
5070 · Payroll Taxes	302.04	
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>302.04</u>	
Total 5000 · PERSONNEL SERVICES/PAYROLL	<u>2,615.81</u>	
6100 · REPAIRS & MAINTENANCE		
6110 · Maintenance & Repairs	128.59	
6115 · Services & Supplies	533.02	
Total 6100 · REPAIRS & MAINTENANCE	<u>661.61</u>	
6800 · INSURANCE; PROP & CAS, BOND	910.16	
Total Expense	<u>4,187.58</u>	
Net Ordinary Income	<u>6,388.92</u>	
Net Income	<u>6,388.92</u>	

Port of Brookings Harbor
Profit & Loss Commercial Retail
 June 2018

	<u>Jun 18</u>
Ordinary Income/Expense	
Income	
4200 · COMMERCIAL RETAIL	
4210 · Commercial Retail Lease	43,142.79
4211 · CR/ Electric	57.81
4212 · CR/ Water	90.00
4214 · CR/ Sewer	85.54
4222 · CPI-U	<u>617.57</u>
Total 4200 · COMMERCIAL RETAIL	<u>43,993.71</u>
Total Income	<u>43,993.71</u>
Gross Profit	43,993.71
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5020 · OPERATIONS STAFF	
5022 · Wages/Comm Retail	<u>93.62</u>
Total 5020 · OPERATIONS STAFF	<u>93.62</u>
Total 5010 · WAGES & SALARIES	93.62
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	<u>12.32</u>
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>12.32</u>
Total 5000 · PERSONNEL SERVICES/PAYROLL	<u>105.94</u>
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	<u>705.80</u>

Port of Brookings Harbor
Profit & Loss Commercial Retail
 June 2018

	Jun 18
Total 6100 · REPAIRS & MAINTENANCE	705.80
6200 · UTILITIES	
6220 · Electric	969.14
6230 · Water	334.58
6240 · Sanitary	1,242.31
6250 · Waste Management	589.74
Total 6200 · UTILITIES	3,135.77
6800 · INSURANCE; PROP & CAS, BOND	523.29
6900 · PROFESSIONAL FEES	
6935 · Legal	450.50
Total 6900 · PROFESSIONAL FEES	450.50
Total Expense	4,921.30
Net Ordinary Income	39,072.41
Other Income/Expense	
Other Expense	
8055 · CAPITAL PROJECTS/REPAIRS	
8300 · CAPITAL OUTLAYS; GENERAL FUND	18,650.00 (SEPTIC PUMP STATION UPGRADE at Zola's)
Total 8055 · CAPITAL PROJECTS/REPAIRS	18,650.00
Total Other Expense	18,650.00
Net Other Income	-18,650.00
Net Income	20,422.41

Port of Brookings Harbor Commercial Retail Leases

June 2018

Date	Name	Account #	Name	Memo	Property Leased	Amount
4200 - COMMERCIAL RETAIL						
4210 - Commercial Retail Lease						
06/01/2018	Spothaven's Marina	CL0027	June 2018 Lease		16374 Lower Harbor Road	1,022.71
06/01/2018	Hallmark Fisheries/CA Shellfish Co	CL0012	June 2018 Lease	County Account# R19554 Dock Premises	16178 Lower Harbor Road	5,984.05
06/01/2018	Wood, Bill/Bounders Bounder Crab Shack	CL0035	Dock Space - Annual Rate 6/1/2018-5/31/2019	per linear foot	Boulder's Crab Shack	1,377.81
06/01/2018	Bandon Pacific	CL0001	June 2018 Lease	Dock, Hoist and Work Area	16273 Harbor Drive	2,606.50
06/01/2018	BC Fisheries LLC:Old Dock & Grounds/CL0002	CL0002	June 2018 Lease	Dock and Hoist	16273 Harbor Dr	2,700.50
06/01/2018	BC Fisheries LLC:Process Plant, New Dock & (CL0003	June 2018 Lease	Leased property for the Processing Plant Facility	16273 Harbor Dr	1,531.25
06/01/2018	BC Fisheries LLC:Process Plant, New Dock & (CL0004	June 2018 Lease	Leased property for the Unloading Dock	16273 Harbor Dr	2,268.00
06/01/2018	Boardwalk Mail Service LLC	CL0003	June 2018 Lease	Building	16340 Lower Harbor Rd Ste 106	968.00
06/01/2018	Boat Shop & More, LLC	CL0005	June 2018 Lease	Building	Building/16282 Lower Harbor Road	1,210.00
06/01/2018	Boat Shop & More, LLC	CL0005	June 2018 Lease	Ground	Building/16282 Lower Harbor Road	408.86
06/01/2018	Bornstein Seafoods Inc	CL0008	June 2018 Lease	Dock Area	16277 Harbor Drive	2,340.90
06/01/2018	Bornstein Seafoods Inc	CL0008	June 2018 Lease	Work Area	16277 Harbor Drive	832.32
06/01/2018	Brookings Harbor Cold Storage LLC	CL0006	June 2018 Lease	Work Area	16273 Harbor Dr	1,008.00
06/01/2018	Brookings Harbor Cold Storage LLC	CL0006	June 2018 Lease	Bare Ground, Cold Storage Building and Con	16273 Harbor Dr	463.14
06/01/2018	Brookings Harbor Ice House LLC	CL0007	June 2018 Lease	Bare Ground and Ice Plant	16266 Harbor Dr	567.00
06/01/2018	Brookings Harbor Ice House LLC	CL0007	June 2018 Lease	Delivery Dock	16266 Harbor Dr	143.78
06/01/2018	Busch, Marilyn & Robert	CL0009	June 2018 Lease	Commercial Parking Area	16224 Lower Harbor Road	840.00
06/01/2018	CBN Enterprises/Barbara C	CL0010	June 2018 Lease	Commercial Building	16358 Lower Harbor Road	998.25
06/01/2018	Chetco Seafood/Bill Goergen	CL0011	June 2018 Lease	Building & Ground	16182 Lower Harbor Road	200.00
06/01/2018	D&R Equipment Repair LLC	CL0034	June 2018 Lease	Warehouse - Shop per square foot	Commercial Shop Space	1,619.79
06/01/2018	Hungry Clam	CL0013-01	June 2018 Lease	Retail Building	16350 Lower Harbor Road, Ste 205 & 206	115.80
06/01/2018	Hungry Clam	CL0013-01	June 2018 Lease	Outdoor Space	16350 Lower Harbor Road, Ste 205 & 206	895.12
06/01/2018	J Sloane Hair Studio LLC	CL0014	June 2018 Lease	Building	16340 Lower Harbor Rd Ste 105	753.62
06/01/2018	Kathy's Corner Market	CL0015	June 2018 Lease	Building	16340 Lower Harbor Rd Ste 104	22.08
06/01/2018	Kathy's Corner Market	CL0015	MAY 2018 Lease (6 DAYS, PRO-RATED Starting 5/26/2018-5/31/2018)	Retail	16340 Lower Harbor Rd Ste 104	110.42
06/01/2018	Kathy's Corner Market	CL0015	June 2018 Lease	per square foot	16340 Lower Harbor Rd Ste 104	588.50
06/01/2018	Mountain View Custom Cycles	CL0017	June 2018 Lease	Building	16118 Lower Harbor Road	45.00
06/01/2018	Mountain View Custom Cycles	CL0017	June 2018 Lease	Outdoor Space	16118 Lower Harbor Road	417.38
06/01/2018	Ocean Suites Motel	CL0018	June 2018 Lease	Building/Storage	16060 Lower Harbor Road	760.00
06/01/2018	Pacific Fishing/Commercial Shop Space Lease	CL0019	June 2018 Lease	Building/Storage	16060 Lower Harbor Road	1,618.29
06/01/2018	Pacific Ocean Harvesters LLC	CL0020	June 2018 Lease	Building	16376 Lower Harbor Road	186.00
06/01/2018	Pacific Ocean Harvesters LLC	CL0020	June 2018 Lease	Surfaced Asphalt per square foot	16376 Lower Harbor Road	26.55
06/01/2018	Pacific Ocean Harvesters LLC	CL0020	June 2018 Lease	Unimproved Property (dirt area)	16376 Lower Harbor Road	968.00
06/01/2018	Pacific Boat Basin, LLC:Parking Lot Land Lea	CL0022	June 2018 Lease	Land & Additional Parking for Inn	16011 Boat Basin Rd - Inn Land & Parking	1,138.50
06/01/2018	Pacific Boat Basin, LLC:Restaurant Land Lea	CL0021	June 2018 Lease	Restaurant Area	16011 Boat Basin Road	193.55
06/01/2018	Portside RV Park	CL0023	June 2018 Lease	Ground	16219 Lower Harbor Road	334.72
06/01/2018	Seal Cove Realty	CL0025	June 2018 Lease	Ground	16110 Lower Harbor Road	480.00
06/01/2018	Slugs 'n Stones 'n Ice Cream Cones	CL0026	June 2018 Lease	Surfaced Asphalt per square foot	16380 Lower Harbor Road	162.00
06/01/2018	Speir, Joe:Commercial Storage FV/MISS EMIL	CL0034	June 2018 Lease	Warehouse - Storage per square foot	16060 Lower Harbor Road	680.50
06/01/2018	Speir, Joe/Davis Roy	CL0027	June 2018 Lease	Building/Shop 1	16060 Lower Harbor Rd Shop	685.00
06/01/2018	The Bell & Whistle Coffee House, Inc.	CL0029	June 2018 Lease	Building	16340 Lower Harbor Rd Ste 101	686.11
06/01/2018	Tridewind Sport Fishing	CL0030	June 2018 Lease	Building	16350 Lower Harbor Rd Ste 201	923.24
06/01/2018	US Coast Guard Lease	CL0031	June 2018 Lease	Dock & Ground	16133 Boat Basin Road	953.10
06/01/2018	Whales Tail Candy & Gifts	CL0032	June 2018 Lease	Building Extension on lease with increase	16350 Lower Harbor Rd Ste 204	1,310.65
06/01/2018	Zola's Pizzeria	CL0033	June 2018 Lease	Building & Ground	16362 Lower Harbor Road	43,142.79
Total 4210 - Commercial Retail Lease						43,142.79
Total 4200 - COMMERCIAL RETAIL						43,142.79
TOTAL						43,142.79

Port of Brookings Harbor
Profit & Loss Fuel Dock
 June 2018

Jun 18

Ordinary Income/Expense	
Income	
4500 · FUEL SALES	89,863.93
4505 · DIESEL	7,681.78
4510 · GAS	1,280.62
4515 · OTHER FUEL SALES	
Total 4500 · FUEL SALES	<u>98,826.33</u>
Total Income	<u>98,826.33</u>
Gross Profit	<u>98,826.33</u>
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5020 · OPERATIONS STAFF	
5023 · Wages/Fuel Dock	961.26
Total 5020 · OPERATIONS STAFF	<u>961.26</u>
5040 · OVERTIME	
5050 · OPERATIONS/OVERTIME	
5053 · Overtime/Fuel Dock	13.00
Total 5050 · OPERATIONS/OVERTIME	<u>13.00</u>
Total 5040 · OVERTIME	<u>13.00</u>
Total 5010 · WAGES & SALARIES	974.26
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	123.35
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>123.35</u>
Total 5000 · PERSONNEL SERVICES/PAYROLL	<u>1,097.61</u>
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	1,160.77
Total 6100 · REPAIRS & MAINTENANCE	<u>1,160.77</u>
6150 · FUEL purchased for resale	85,678.18
6200 · UTILITIES	
6210 · Telecommunications	37.52
6220 · Electric	52.33
6240 · Sanitary	33.14

Port of Brookings Harbor
Profit & Loss Fuel Dock
 June 2018

	Jun 18
6250 · Waste Management	220.76
Total 6200 · UTILITIES	343.75
6300 · OFFICE EXPENSE	
6315 · Office Services & Supplies	34.99
Total 6300 · OFFICE EXPENSE	34.99
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	483.07
Total 6350 · BANK SERVICE & FINANCE FEES	483.07
6800 · INSURANCE; PROP & CAS, BOND	1,292.73
Total Expense	90,091.10
Net Ordinary Income	8,735.23
Net Income	8,735.23

**Port of Brookings Harbor
Profit & Loss Marina & Administration
June 2018**

	<u>Jun 18</u>
Ordinary Income/Expense	
Income	
4100 · MARINA/ADMINISTRATION	
4120 · Finance Charges/Income	61.57
4125 · Administrative Fees	100.00
4130 · Boat Launch	1,680.00
4135 · Storage	5,629.56
4300 · MOORAGE	
4310 · Commercial Slip Rent	10,015.36
4320 · Recreational Slip Rent	32,088.73
4325 · Transient	1,513.16
4330 · Liveaboard	1,800.00
4340 · Moorage Electric	2,610.32
4350 · Other Fees	150.00
Total 4300 · MOORAGE	<u>48,177.57</u>
Total 4100 · MARINA/ADMINISTRATION	<u>55,648.70</u>
Total Income	<u>55,648.70</u>
Gross Profit	<u>55,648.70</u>
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5012 · OFFICE STAFF	
5016 · Wages/Port Office	7,346.82
Total 5012 · OFFICE STAFF	<u>7,346.82</u>
5020 · OPERATIONS STAFF	
5025 · Wages/Marina	4,596.71
Total 5020 · OPERATIONS STAFF	<u>4,596.71</u>
5040 · OVERTIME	
5042 · OFFICE/OVERTIME	
5044 · Overtime/Port Office	368.11
Total 5042 · OFFICE/OVERTIME	<u>368.11</u>
5050 · OPERATIONS/OVERTIME	
5055 · Overtime/Marina	32.48
Total 5050 · OPERATIONS/OVERTIME	<u>32.48</u>
Total 5040 · OVERTIME	<u>400.59</u>
Total 5010 · WAGES & SALARIES	<u>12,344.12</u>
5060 · EMPLOYEE COSTS & BENEFITS	
5064 · Paid Holidays	1,134.48
5065 · Jury Duty	58.89
5068 · Paid Time Off	1,435.92

**Port of Brookings Harbor
Profit & Loss Marina & Administration
June 2018**

	Jun 18
5069 · Bereavement Leave	443.52
5070 · Payroll Taxes	1,589.52
5072 · Workers Compensation	11,697.68 (annual fee)
5076 · Health Care and Dental	4,247.81
5090 · SEP Retirement	
5094 · Office	929.62
5096 · Operations	1,421.62
Total 5090 · SEP Retirement	2,351.24
Total 5060 · EMPLOYEE COSTS & BENEFITS	22,959.06
Total 5000 · PERSONNEL SERVICES/PAYROLL	35,303.18
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	1,622.31
6115 · Services & Supplies	2,620.05
6120 · Landscaping & Beautification	1,058.75
6125 · Tools-Under \$5,000	375.00
Total 6100 · REPAIRS & MAINTENANCE	5,676.11
6200 · UTILITIES	
6210 · Telecommunications	255.99
6220 · Electric	3,958.60
6230 · Water	1,072.96
6240 · Sanitary	1,799.41
6250 · Waste Management	3,661.07
Total 6200 · UTILITIES	10,748.03
6300 · OFFICE EXPENSE	
6315 · Office Services & Supplies	500.14
6320 · Leased Equipment(incl'g copier)	1,196.48
6330 · Dues, Subs & Pubs	110.75
6345 · Postage	392.14
Total 6300 · OFFICE EXPENSE	2,199.51
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	761.39
6360 · Bank Service Charge/Fees	6.90
Total 6350 · BANK SERVICE & FINANCE FEES	768.29
6400 · TRAVEL & ENTERTAINMENT	
6420 · Meals & Other	24.25
6425 · Mileage Reimbursement	239.06
Total 6400 · TRAVEL & ENTERTAINMENT	263.31
6500 · PERMITS, LICENSES, TAXES & MISC	
6510 · Conferences/Education/Meetings	949.35
6515 · Election Expense	17,576.23 (Recall Election)
6582 · Lien Expenses	25.00

**Port of Brookings Harbor
Profit & Loss Marina & Administration**

June 2018

	<u>Jun 18</u>
Total 6600 · PERMITS, LICENSES, TAXES & MISC	18,550.58
6600 · BAD DEBT	9,529.03
6800 · INSURANCE; PROP & CAS, BOND	
6810 · Port Self Insurance	145.00
6800 · INSURANCE; PROP & CAS, BOND - Other	4,888.31
Total 6800 · INSURANCE; PROP & CAS, BOND	<u>5,033.31</u>
6900 · PROFESSIONAL FEES	
6910 · Accounting	1,020.00
6924 · Management Consulting	3,000.00
6935 · Legal	1,501.00
Total 6900 · PROFESSIONAL FEES	<u>5,521.00</u>
Total Expense	<u>93,592.35</u>
Net Ordinary Income	<u>-37,943.65</u>
Other Income/Expense	
Other Income	
7000 · PROPERTY TAX	
7010 · Previously Levied Tax	819.95
7020 · Current Tax Levy	8,162.48
Total 7000 · PROPERTY TAX	<u>8,982.43</u>
7100 · INTEREST & DIVIDENDS INCOME	
7110 · MISC INCOME	188.34
7120 · Restitution & Settlements	100.00
Total 7100 · MISC INCOME	<u>100.00</u>
Total Other Income	<u>9,270.77</u>
Net Other Income	<u>9,270.77</u>
Net Income	<u><u>-28,672.88</u></u>

Port of Brookings Harbor
Profit & Loss Property Ground Use
June 2018

	Jun 18
Ordinary Income/Expense	
Income	
4900 · PROPERTY GROUND USE	480.00
4910 · Grounds Use Fee	480.00
Total 4900 · PROPERTY GROUND USE	480.00
Total Income	480.00
Gross Profit	480.00
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5020 · OPERATIONS STAFF	
5024 · Wages/Land Use	108.39
Total 5020 · OPERATIONS STAFF	108.39
Total 5010 · WAGES & SALARIES	108.39
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	14.81
Total 5060 · EMPLOYEE COSTS & BENEFITS	14.81
Total 5000 · PERSONNEL SERVICES/PAYROLL	123.20
6200 · UTILITIES	
6220 · Electric	139.54
Total 6200 · UTILITIES	139.54
Total Expense	262.74
Net Ordinary Income	217.26
Net Income	217.26

**Port of Brookings Harbor
CAPITAL PROJECTS ACTIVITY
June 2018**

Accrual Basis

	Jun 18
Ordinary Income/Expense	
Expense	
6100 · REPAIRS & MAINTENANCE	16.00
6110 · Maintenance & Repairs	16.00
Total 6100 · REPAIRS & MAINTENANCE	16.00
5000 · PERSONNEL SERVICES/PAYROLL	
5060 · EMPLOYEE COSTS & BENEFITS	278.75
5070 · Payroll Taxes	278.75
Total 5060 · EMPLOYEE COSTS & BENEFITS	278.75
5010 · WAGES & SALARIES	
5020 · OPERATIONS STAFF	2,148.87
5028 · Wages/Capital Projects	2,148.87
Total 5020 · OPERATIONS STAFF	2,148.87
Total 5010 · WAGES & SALARIES	2,148.87
Total 5000 · PERSONNEL SERVICES/PAYROLL	2,427.62
Total Expense	2,443.62
Net Ordinary Income	-2,443.62
Other Income/Expense	
Other Income	1.70
7100 · INTEREST & DIVIDENDS INCOME	
7200 · GRANT REVENUES	107,845.59
7213 · Boarding Docks/Launch FG #1587	107,845.59
Total 7200 · GRANT REVENUES	107,845.59
Total Other Income	107,847.29
Other Expense	
8200 · GRANT EXPENSES	
8212 · Boarding Docks/Launch FG #1587	37,155.01
Total 8200 · GRANT EXPENSES	37,155.01
Total Other Expense	37,155.01
Net Other Income	70,692.28
Net Income	68,248.66

Port of Brookings Harbor
Check Registers

June 1, 2018 - June 30, 2018

2:06 PM

Accrual Basis

Type	Date	Num	Name	Memo	Amount
1001 - CASH & CASH EQUIVALENTS					
1002 - General Funds Ckg Umpqua 3634					
Transfer	06/01/2018			Received E-Check into Capl Projects Fund for payment of Fuel - transferred to General Funds	157.18
Transfer	06/20/2018			Funds Transfer to Debt Service 2018 F150 Truck account for Fees associated with purchase	-90.82
Transfer	06/28/2018			Funds Transfer USCG June Lease Pmt to General Funds	923.24
Bill Pmt -Check	06/10/2018		that'sgreasnews.com	PLAQUE paid via PayPal	-185.90
Check	06/06/2018		Edward Jones	Employer Contributions for Payroll 06/06/2018	-1,006.04
Check	06/06/2018		TD Ameritrade	Employer Contribution - Payroll 06/06/2108 Confirmation:MZ3QN-2X85T	-163.42
Bill Pmt -Check	06/06/2018		Pitney Bowes Global Lease	LEASE ACCT#0017098499 - Transaction ID#17887120	-415.41
Check	06/04/2018		Elavon	May 2018 MERCHANT SERVICE FEE ACCT#316	-668.52
Check	06/04/2018		Elavon	May 2018 MERCHANT SERVICE FEE - acct#873 Veritek	-86.92
Check	06/04/2018		Elavon	May 2018 MERCHANT SERVICE FEE ACCT#902	-1,269.59
Check	06/04/2018		Elavon	May 2018 MERCHANT SERVICE FEE ACCT#951	-483.07
Check	06/01/2018		ADP	Advice of Debt #514822823 PAYROLL DATE 05/23/2018	-114.80
Check	06/15/2018		ADP	Advice of Debt #515688179 PAYROLL DATE 06/06/2018	-114.80
Bill Pmt -Check	06/15/2018		Elavon	1 Case of Thermal Paper Rolls for VX 680 terminals	-130.16
Bill Pmt -Check	06/19/2018		Pitney Bowes, Inc.	Power Postage Acct# 8000-9000-0324-9186	-300.00
Check	06/20/2018		TD Ameritrade	Employer Contribution - Payroll 06/20/2108 Confirmation:NOJH9-R317H	-163.42
Check	06/20/2018		Edward Jones	Employer Contributions for Payroll 06/20/2018	-1,018.36
Bill Pmt -Check	06/19/2018		Parker Corporation LP	TRANSCRIPT for 6/15/18 Special Meeting	-71.05
Bill Pmt -Check	06/21/2018		Paygov	Abstract of Title for FV, KANYGO	-25.00
Check	06/20/2018		Umpqua Bank (Service fees)	Store Currency Deposited & Sold	-6.10
Check	06/29/2018		ADP	Advice of Debt #516461683 PAYROLL 6/20/2018	-114.80
General Journal	06/06/2018			To transfer to Debt Service funds for 2ND QTR IFA 2018 Pmt	-4,808.00
General Journal	06/06/2018			To transfer to Debt Service Fund LGIP for Travelift Pmt	-1,075.00
General Journal	06/06/2018			To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	-338.00
General Journal	06/06/2018			To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	-2,503.00
General Journal	06/13/2018			GRANTS.OSMB Boarding Docks #1587	-2,186.63
General Journal	06/13/2018			To transfer to Debt Service funds for 3RD QTR IFA 2018 Pmt	-4,808.00
General Journal	06/13/2018			To transfer to Debt Service Fund LGIP for Travelift Pmt	-1,075.00
General Journal	06/13/2018			To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	-338.00
General Journal	06/13/2018			To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	-1,075.00
General Journal	06/13/2018			To transfer to Debt Service Fund LGIP for Travelift Pmt	-2,503.00
General Journal	06/05/2018			Rec 6/6/2018 payroll	-10,268.75
General Journal	06/06/2018			Rec 6/6/2018 payroll Taxes	-4,080.90
General Journal	06/20/2018			Rec 6/20/2018 payroll	-10,454.12
General Journal	06/20/2018			Rec 6/20/2018 payroll Taxes	-4,167.91
General Journal	06/22/2018			To transfer to Debt Service funds for 3RD QTR IFA 2018 Pmt	-4,808.00
General Journal	06/22/2018			To transfer to Debt Service Fund LGIP for Travelift Pmt	-1,075.00
General Journal	06/22/2018			To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	-338.00
General Journal	06/22/2018			To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	-2,503.00
General Journal	06/27/2018			To transfer to Debt Service funds for 3RD QTR IFA 2018 Pmt	-4,808.00
General Journal	06/27/2018			To transfer to Debt Service Fund LGIP for Travelift Pmt	-1,075.00
General Journal	06/27/2018			To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	-338.00
General Journal	06/27/2018			To transfer to Debt Service Fund LGIP for Travelift Pmt	-2,503.00
General Journal	06/28/2018			Internal transfer from General Funds Ckg Umpqua 3634 to Capital Projects Umpqua 8018 to fix enr...	-36,000.00
General Journal	06/28/2018			Internal transfer from General Funds Ckg Umpqua 3634 to Capital Projects Umpqua 8018 to fix enr...	36,000.00
Check	06/19/2018		Kalcoovich, Carden	Reimbursement for broken window- incident 5/23/18	-145.00
Bill Pmt -Check	06/19/2018		Black & Rice LLP	MAY LEGAL ASSISTANCE - RICE	-361.00
Bill Pmt -Check	06/19/2018		Brookings Glass, Inc.	Workorder: 39516 dated 11/17/2017 - Clear Tempered Glass for Zola's Patio	-155.00
Bill Pmt -Check	06/19/2018		Carson	CUSTOMER # 76-0011282	-32,958.56
Bill Pmt -Check	06/19/2018		Curry Equipment	HONDA 21" MOWER	-375.00
Bill Pmt -Check	06/19/2018		Curry County Clerk	May 29, 2018 RECALL - Special Dist Election	-17,576.23
Bill Pmt -Check	06/19/2018		Fastenal Industrial Supplies	Customer No.ORBK0013	-715.33
Bill Pmt -Check	06/19/2018		BI-MART	Account #931481	-76.27
Bill Pmt -Check	06/19/2018		Gold Beach Lumber Yard, Inc.	Account #776	-636.00
Bill Pmt -Check	06/19/2018		Kerr's Ace Hardware Inc	Customer#55	-355.04
Bill Pmt -Check	06/19/2018		Oregon Corrections Enterprises	6 SIGNS for Manna	-457.00

Port of Brookings Harbor Check Registers

June 1, 2018 - June 30, 2018

Accrual Basis

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	06/19/2018	8708	Oregon Travel Experience	permit renewal payment for the Highway Directional Signing program at the RV park	-341.00
Bill Pmt -Check	06/19/2018	8709	Quill Corporation	ACCT#1932158	-65.89
Bill Pmt -Check	06/19/2018	8710	Slice Recovery	FIREWOOD 7 Pallets/ 462 Bundles	-1,270.50
Bill Pmt -Check	06/19/2018	8711	Slugs n Stones Ice Cream Cones	Reimbursement for Grease Trap	-864.79
Bill Pmt -Check	06/22/2018	8712	Carson	CUSTOMER # 76-0011262	-10,281.20
Bill Pmt -Check	06/22/2018	8713	Dan's Auto Parts	IDLER PULLEY for EQ#1102 Chevy 1/2 Ton Truck	-20.66
Bill Pmt -Check	06/22/2018	8714	Ferguson Enterprises, Inc.	Customer #1120898	-218.53
Bill Pmt -Check	06/22/2018	8715	Kerr's Ace Hardware Inc.	Account #776	-969.00
Bill Pmt -Check	06/22/2018	8716	Lease Finance Partners	Customer#56	-677.40
Bill Pmt -Check	06/22/2018	8717	Spec Dist Assoc of OR- Workers Comp	LEASE#00040031070 for RV Park TV Satellite System	-602.00
Bill Pmt -Check	06/27/2018	8718	Carson	Cust #02-0016414- Annual Worker's Compensation	-12,924.08
Bill Pmt -Check	06/27/2018	8719	CAL/OR Insurance Specialists, Inc.	Crum & Forster Policy#STP-118254-Fuel Tank Pollution Liability Coverage (renewal)	-1,292.73
Bill Pmt -Check	06/27/2018	8720	Carson	CUSTOMER # 76-0011262	-25,541.67
Bill Pmt -Check	06/27/2018	8721	Coos-Curry Electric Cooperative, Inc.	ACCT # 87601	-6,619.82
Bill Pmt -Check	06/27/2018	8722	Fastenal Industrial Supplies	Customer No. ORBRK0013	-39.98
Bill Pmt -Check	06/27/2018	8723	Gerald W. Burns, CPA	Billing #1 - Assistance with 2018-19 Port Budget	-1,020.00
Bill Pmt -Check	06/27/2018	8724	Gold Beach Lumber Yard, Inc.	Account #776	-1,247.70
Bill Pmt -Check	06/27/2018	8725	Kerr's Ace Hardware Inc	Customer#56	-20.32
Bill Pmt -Check	06/27/2018	8726	NAPA Auto Part	ACCT#60285	-93.84
Bill Pmt -Check	06/27/2018	8727	ORRCC	Removal of all spent & used Oils, Filters and Fuel 6/25/18	-235.00
Bill Pmt -Check	06/27/2018	8728	Pump Pipe & Tank Services, LLC	06/25/2018-Service Call at Fuel Dock to replace fuel filters	-1,066.93
Bill Pmt -Check	06/27/2018	8729	Rogue Credit Union	ACCT #306-88 CARD#6593	-2,214.01
Bill Pmt -Check	06/27/2018	8730	Hall, Katherine D Lindsey	Interim Manager - 80 hours JUNE 2018	-3,000.00
Bill Pmt -Check	06/29/2018	8731	John Keilum/John's Portable Welding	Replacement of 3 bent rails on Boat Launch	-562.50
Bill Pmt -Check	06/30/2018	8732	Rondeau, Mark	Refund for overpayment on account.	-27.15
Bill Pmt -Check	06/11/2018	250034535	Pacific Excavation, Inc	SEPTIC PUMP STATION UPGRADE at Zola's	-18,650.00
Bill Pmt -Check	06/10/2018	295003377	BI-MART	Account #2040-2434-001 - CASHIER'S CHECK	-6,585.45
Bill Pmt -Check	06/10/2018	295003378	Carson	Account #931481 - CASHIER'S CHECK	-387.44
Bill Pmt -Check	06/10/2018	295003379	Coos-Curry Electric Cooperative, Inc.	CUSTOMER # 76-0011262 - CASHIER'S CHECK	-11,283.44
Bill Pmt -Check	06/10/2018	295003385	South Coast Knight Security	ACCT # 87601 - CASHIER'S CHECK	-7,228.15
Bill Pmt -Check	06/10/2018	295003386	Spec Dist Assoc of OR- Prop & Cas	Patrol for MAY 2018 - CASHIER'S CHECK	-1,230.30
Bill Pmt -Check	06/10/2018	295003388	Rogue Credit Union	Policy#31P16414-203 Customer ID: 01-16414 - CASHIER'S CHECK	-6,370.00
Bill Pmt -Check	06/11/2018	295003432	BOARWALK MAIL SERVICE	ACCT #306-89 CARD#8593 - CASHIER'S CHECK	-4,308.51
Bill Pmt -Check	06/11/2018	295003433	Bullet Rental	FedEx-Return to Ferguson Enterprises 2 sand traps - CASHIER'S CHECK	-20.71
Bill Pmt -Check	06/11/2018	295003436	EMC-Engineers/Scientists, LLC	Rental of Loader for dirt work at Boatyard and Gear Storage Area - CASHIER'S CHECK	-1,050.00
Bill Pmt -Check	06/11/2018	295003437	Eureka Oxygen Co.	Consulting 5/17/18 about funding & Statewide Corporation Plan Response - CASHIER'S CHECK	-390.00
Bill Pmt -Check	06/11/2018	295003438	Fastenal Industrial Supplies	APRIL 2018 Monthly Cylinder Rental - CASHIER'S CHECK	-157.21
Bill Pmt -Check	06/11/2018	295003439	Full Spectrum Landscaping Inc.	Customer No. ORBRK0013 - CASHIER'S CHECK	-1,140.97
Bill Pmt -Check	06/11/2018	295003441	Gowman Electric, Inc.	MAY LANDSCAPING (Marina \$1058.75 & RV Park \$1058.75) - CASHIER'S CHECK	-2,117.50
Bill Pmt -Check	06/11/2018	295003450	Suburban Propane	5/17/18-Disconnected the wires for the pressure washer at the boatyard. - CASHIER'S CHECK	-80.00
Bill Pmt -Check	06/10/2018	295223381	Freeman Rock, Inc.	CASHIER'S CHECK - PROPANE for RV Park delivery 6/8/18	-115.89
Bill Pmt -Check	06/10/2018	2195003380	Curry Equipment	CASHIER'S CHECK #2195003381 - Rock for Gear Storage	-1,743.29
Bill Pmt -Check	06/11/2018	2195003383	Kerr's Ace Hardware Inc	Repair Starter & Replaced Clutch on STIHL-HS 81 HEDGE TRIMMER - CASHIER'S CHECK	-153.89
Bill Pmt -Check	06/11/2018	2195003431	BI-MART	Customer#56 - CASHIER'S CHECK	-387.87
Bill Pmt -Check	06/11/2018	2195003434	Carson	Account #931481 - CASHIER'S CHECK	-84.21
Bill Pmt -Check	06/11/2018	2195003440	Gold Beach Lumber Yard, Inc.	CUSTOMER # 76-0011262 - CASHIER'S CHECK	-16,896.75
Bill Pmt -Check	06/11/2018	2195003442	Harbor Sanitary District	Account #776 - CASHIER'S CHECK	-30.43
Bill Pmt -Check	06/11/2018	2195003443	Harbor Water District P.U.D.	MAY 2018 Sanitary Bill - CASHIER'S CHECK	-3,474.13
Bill Pmt -Check	06/11/2018	2195003444	NAPA Auto Part	4/20-5/20 SERVICE/WATER BILL - CASHIER'S CHECK	-1,517.64
Bill Pmt -Check	06/11/2018	2195003445	Pape Machinery Exchange	ACCT#60285 - CASHIER'S CHECK	-105.74
Bill Pmt -Check	06/11/2018	2195003446	Roto Rooter	2940-522445-001 - CASHIER'S CHECK	-400.00
Bill Pmt -Check	06/11/2018	2195003448	Siebbins Coffey & Collins	SERVICE & REPAIR FOR EQ#1110 Genie Reach Forklift - CASHIER'S CHECK	-660.24
Bill Pmt -Check	06/11/2018	2195003449	Spec Dist Assoc of OR- Healthcare	LEGAL ASSISTANCE- STEBBINS MAY 2018 - CASHIER'S CHECK	-412.50
Bill Pmt -Check	06/11/2018	2195003451	Western Communications	CASHIER'S CHECK - Customer #: 03-0016414	-4,247.81
Bill Pmt -Check	06/11/2018	2195003452	Xerox Capital Services, LLC	ACCT# 816180 - CASHIER'S CHECK	-621.92
Bill Pmt -Check	06/11/2018	2195003453	Barbas, Jan	CASHIER'S CHECK Reimbursement for expenses - OPFA Conference 10/6/17 & SDAO 3/15/18	-373.59
Bill Pmt -Check	06/10/2018	21950033782	Hall, Katherine D Lindsey	Interim Manager - 80 hours MAY 2018 - CASHIER'S CHECK	-3,000.00

Port of Brookings Harbor
Check Registers

June 1, 2018 - June 30, 2018

Accrual Basis

Type	Date	Num	Name	Memo	Amount
Total 1002 - General Funds Ckg Umpqua 3634					
1005 - General Fund LGIP 6017					
Check	06/01/2018	debit-6/1		LGIP Fees for MAY 2018	-0.80
General Journal	06/27/2018	Capt 6/27		Transfer matching funds needed for OSMB Boarding Docks #1587 (to pay S-R Construction for forc...	36,000.00
General Journal	06/28/2018	TRANS 6/28		Internal transfer from General Funds Ckg Umpqua 3634 to Capital Projects Umpqua 8018 to fix er...	-36,000.00
General Journal	06/28/2018	TRANS 6/28		Internal transfer from General Funds Ckg Umpqua 3634 to Capital Projects Umpqua 8018 to fix er...	-36,000.00
Total 1005 - General Fund LGIP 6017					
1001 - CASH & CASH EQUIVALENTS - Other					
Total 1001 - CASH & CASH EQUIVALENTS - Other					
Total 1001 - CASH & CASH EQUIVALENTS					
1006 - Cash on Hand/Party Cash					
1008 - Office/Financial Assistant					
Bill Pmt -Check	06/11/2018	cash	US Postal Service	Bill# 640-59700179-3-2565363-2 Priority Mail to Topper Industries for pmt	-6.70
Bill Pmt -Check	06/15/2018	cash	Kathy's Corner Market/Vendor	Bottled Water for Special Mig 6/15/18	-2.00
Bill Pmt -Check	06/27/2018	cash	Kathy's Corner Market/Vendor	Bottled Water for Special Mig 6/27/18	-6.00
Check	06/13/2018	Cash	Knowles, Michael	Refund/Credit for finance charge #7988 --Paid via CASH	-1.53
Check	06/18/2018	Cash	Hodgdon, Ron	Refund for key deposit - CASH	-20.00
Check	06/25/2018	Cash	BL/ RV Park	REFUND to Sue Workman - Quarters Showers	-0.75
Total 1008 - Office/Financial Assistant					
Total 1006 - Cash on Hand/Party Cash					
1020 - RESTRICTED - CASH/EQUIVALENTS					
1022 - USDA BOND Umpqua MM 9529					
Total 1022 - USDA BOND Umpqua MM 9529					
1024 - Capital Projects Umpqua 8018					
Transfer	06/01/2018			Received E-Check into Capt Projects Fund for payment of Fuel - transferred to General Funds	-157.18
Transfer	06/28/2018			Funds Transfer USCG June Lease Pmt to General Funds	-923.24
Check	06/30/2018	DEBIT		June maintenance fee for Capital Projects Fund - Umpqua Bank	-12.50
General Journal	06/06/2018	OSMB 6/6		6/6/18 Payment from OSMB - Boarding Docks/Launch FG #1587	107,845.59
General Journal	06/12/2018	Capt 6/12		GRANTS-OSMB Boarding Docks #1587 - to maintain balance over \$2500	2,186.63
General Journal	06/27/2018	Capt 6/27		Transfer matching funds needed for OSMB Boarding Docks #1587 (to pay S-R Construction for forc...	-36,000.00
General Journal	06/28/2018	TRANS 6/28		Internal transfer from General Funds Ckg Umpqua 3634 to Capital Projects Umpqua 8018 to fix er...	36,000.00
General Journal	06/28/2018	TRANS 6/28		Internal transfer from General Funds Ckg Umpqua 3634 to Capital Projects Umpqua 8018 to fix er...	36,000.00
Bill Pmt -Check	06/19/2018	178	Gold Beach Lumber Yard, Inc.	Account #776 - OSMB Boarding Docks FG#1587	-28.48
Bill Pmt -Check	06/19/2018	179	Kerr's Ace Hardware Inc	Customer No. ORBRK0013 - OSMB Boarding Docks FG#1587	-19.77
Bill Pmt -Check	06/22/2018	180	Fastenal Industrial Supplies	Account #776 - OSMB Boarding Docks FG#1587	-48.52
Bill Pmt -Check	06/27/2018	181	Gold Beach Lumber Yard, Inc.	Abutment & Walkway Project - OSMB Boarding Docks FG#1587	-23.88
Bill Pmt -Check	06/30/2018	182	S-R Excavation, LLC	Account #2040-2434-001 - CASHIER'S CHECK - OSMB Boarding Docks FG#1587	-35,927.88
Bill Pmt -Check	06/11/2018	295003455	Curry Transfer & Recycling	Account #776 - CASHIER'S CHECK - OSMB Boarding Docks FG#1587	-980.00
Bill Pmt -Check	06/11/2018	295003456	Gold Beach Lumber Yard, Inc.	NHMP Consultation 4/20-5/20 - CASHIER'S CHECK	-127.36
Bill Pmt -Check	06/11/2018	295003457	EMC-Engineers/Scientists, LLC	CASHIER'S CHECK - OSMB Boarding Docks FG#1587	-2,890.00
Bill Pmt -Check	06/11/2018	2195003454	Curry Equipment	CASHIER'S CHECK - OSMB Boarding Docks FG#1587	-112.00
Bill Pmt -Check	06/11/2018	2195003458	Topper Industries, Inc.	Contract: FG#1587- Aluminum Boarding Docks 6'x20' - CASHIER'S CHECK	-131,240.00
Total 1024 - Capital Projects Umpqua 8018					
1028 - Debt Service Umpqua MM 8627					
1028.1 - IFA LOAN SAVINGS					
Total 1028.1 - IFA LOAN SAVINGS					
1028.2 - TRAVEL LIFT					
Transfer	06/18/2018			Funds Transfer from LGIP to Umpqua for June 22 Pmt	4,659.00

Port of Brookings Harbor
Check Registers

June 1, 2018 - June 30, 2018

Accrual Basis

Type	Date	Num	Name	Memo	Amount
Check	06/22/2018	DEBIT	m2 Lease LLC	Customer #107104 Loan#110561 Pmt #20 - 50 BFMII Travelift	-4,659.00
Total 1028.2 - TRAVEL LIFT					
1028.3 - GENIE FORKLIFT					
Transfer	06/14/2018			Funds Transfer from LGIP to Umpqua for June Pmt	1,464.71
Check	06/15/2018	DEBIT	Umpqua Bank/Loan#747041620	Genie Reach Forklift Loan#747041620 Payment #4 - confirmation#	-1,464.71
Total 1028.3 - GENIE FORKLIFT					
1028.4 - FORD F-150					
Transfer	06/14/2018			Funds Transfer from LGIP Debt Service - to Umpqua Bank Debt Service to purchase Ford 2018 F1...	19,762.00
Transfer	06/20/2018			Funds Transfer to Debt Service 2018 F150 Truck account for Fees associated with purchase	90.82
Bill Pmt -Check	06/22/2018	1014	Crater Lake Ford Lincoln Mazda	Ford 2018 F150 Truck	-20,052.82
Total 1028.4 - FORD F-150					
1028 - Debt Service Umpqua MM 8627 - Other					
Total 1028 - Debt Service Umpqua MM 8627 - Other					
Total 1028 - Debt Service Umpqua MM 8627					
1030 - Oregon State Treasury LGIP					
1032 - USDA Bond Fund LGIP 6021					
General Journal	06/06/2018	USDA 6/6		To transfer to USDA Revenue Bond - savings for November 2018 pmt	2,503.00
General Journal	06/13/2018	USDA 6/13		To transfer to USDA Revenue Bond - savings for November 2018 pmt	2,503.00
General Journal	06/22/2018	USDA 6/22		To transfer to USDA Revenue Bond - savings for November 2018 pmt	2,503.00
General Journal	06/27/2018	USDA 6/27		To transfer to USDA Revenue Bond - savings for November 2018 pmt	2,503.00
Total 1032 - USDA Bond Fund LGIP 6021					
1034 - Capital Projects Fund LGIP 6019					
Total 1034 - Capital Projects Fund LGIP 6019					
1035 - Reserve Fund LGIP 6018					
Total 1035 - Reserve Fund LGIP 6018					
1038 - Debt Service Fund LGIP 6020					
1038.1 - IFA LOAN					
Bill Pmt -Check	06/15/2018	DEBIT	Infrastructure Finance Authority	To transfer to Debt Service funds for 2ND QTR IFA 2018 Pmt	-62,500.00
General Journal	06/06/2018	DEBT 6/6		To transfer to Debt Service funds for 3RD QTR IFA 2018 Pmt	4,808.00
General Journal	06/13/2018	DEBT 6/13		To transfer to Debt Service funds for 3RD QTR IFA 2018 Pmt	4,808.00
General Journal	06/22/2018	DEBT 6/22		To transfer to Debt Service funds for 3RD QTR IFA 2018 Pmt	4,808.00
General Journal	06/27/2018	DEBT 6/27		To transfer to Debt Service funds for 3RD QTR IFA 2018 Pmt	4,808.00
Total 1038.1 - IFA LOAN					
1038.2 - TRAVELIFT					
Transfer	06/18/2018			Funds Transfer from LGIP to Umpqua for June 22 Pmt	-4,659.00
General Journal	06/06/2018	DEBT 6/6		To transfer to Debt Service Fund LGIP for Travelift Pmt	1,075.00
General Journal	06/13/2018	DEBT 6/13		To transfer to Debt Service Fund LGIP for Travelift Pmt	1,075.00
General Journal	06/13/2018	LIFT 6/13		To transfer to Debt Service Fund LGIP for Travelift Pmt	1,075.00
General Journal	06/22/2018	DEBT 6/22		To transfer to Debt Service Fund LGIP for Travelift Pmt	1,075.00
General Journal	06/27/2018	DEBT 6/27		To transfer to Debt Service Fund LGIP for Travelift Pmt	1,075.00
Total 1038.2 - TRAVELIFT					
1038.3 - GENIE FORKLIFT					
Transfer	06/14/2018			Funds Transfer from LGIP to Umpqua for June Pmt	-1,464.71
General Journal	06/06/2018	DEBT 6/6		To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	338.00
General Journal	06/13/2018	DEBT 6/13		To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	338.00
General Journal	06/22/2018	DEBT 6/22		To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	338.00

Port of Brookings Harbor
Check Registers

June 1, 2018 - June 30, 2018

2:06 PM

Accrual Basis

Type	Date	Num	Name	Memo	Amount
General Journal	06/27/2018	DEBT 627		To transfer to Debt Service Fund LGIP for Genie Forklift Pmt	338.00
Total 1038.3 - GENIE FORKLIFT					-112.71
1038.4 - FORD F-150					
Transfer	06/14/2018			Funds Transfer from LGIP Debt Service - to Umpqua Bank Debt Service to purchase Ford 2018 F1...	-19,762.00
Total 1038.4 - FORD F-150					-19,762.00
1038 - Debt Service Fund LGIP 6020 - Other					-62,426.71
Total 1038 - Debt Service Fund LGIP 6020 - Other					-52,414.71
Total 1038 - Debt Service Fund LGIP 6020					-79,072.42
Total 1030 - Oregon State Treasury LGIP					-400,620.95
Total 1020 - RESTRICTED - CASH/EQUIVALENTS					
TOTAL					

Guest Forecast

For: 06/01/2018 - 06/30/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
6/1/2018	3	15	17	52/0/0/0	95/0/0/0	32	26.67	\$1,436.00
6/2/2018	13	19	8	95/0/0/0	81/0/0/0	27	22.50	\$1,235.00
6/3/2018	16	11	7	81/0/0/0	57/0/0/0	18	15.00	\$794.00
6/4/2018	11	7	12	57/0/0/0	62/0/0/0	19	15.83	\$811.00
6/5/2018	5	14	7	62/0/0/0	82/0/0/0	21	17.50	\$927.00
6/6/2018	8	13	8	82/0/0/0	69/0/0/0	21	17.50	\$902.00
6/7/2018	4	17	17	69/0/0/0	99/0/0/0	34	28.33	\$1,511.00
6/8/2018	14	20	16	99/0/0/0	90/0/0/0	36	30.00	\$1,596.00
6/9/2018	4	32	14	90/0/0/0	138/0/0/0	46	38.33	\$2,065.00
6/10/2018	18	28	12	138/0/0/0	136/0/0/0	40	33.33	\$1,674.00
6/11/2018	24	16	14	136/0/0/0	103/0/0/0	30	25.00	\$1,351.00
6/12/2018	11	19	14	103/0/0/0	117/0/0/0	33	27.50	\$1,500.00
6/13/2018	8	25	15	117/0/0/0	155/0/0/0	40	33.33	\$1,721.00
6/14/2018	19	21	11	155/0/0/0	111/0/0/0	32	26.67	\$1,302.00
6/15/2018	7	25	45	111/0/0/0	256/0/0/0	70	58.33	\$2,981.00
6/16/2018	12	58	30	256/0/0/0	283/0/0/0	88	73.33	\$3,755.00
6/17/2018	49	39	22	283/0/0/0	184/0/0/0	61	50.83	\$2,553.00
6/18/2018	19	42	23	184/0/0/0	218/0/0/0	65	54.17	\$2,835.00
6/19/2018	19	46	17	218/0/0/0	206/0/0/0	63	52.50	\$2,793.00
6/20/2018	13	50	22	206/0/0/0	233/0/0/0	72	60.00	\$2,927.00
6/21/2018	21	51	24	233/0/0/0	245/0/0/0	75	62.50	\$3,089.00
6/22/2018	29	46	51	245/0/0/0	296/0/0/0	97	80.83	\$4,003.00
6/23/2018	19	78	15	296/0/0/0	284/0/0/0	93	77.50	\$3,851.00
6/24/2018	59	34	24	284/0/0/0	210/0/0/0	58	48.33	\$2,324.00
6/25/2018	20	38	25	210/0/0/0	213/0/0/0	63	52.50	\$2,565.00
6/26/2018	25	38	16	213/0/0/0	189/0/0/0	54	45.00	\$2,414.00
6/27/2018	9	45	23	189/0/0/0	232/0/0/0	68	56.67	\$2,985.00
6/28/2018	17	51	24	232/0/0/0	240/0/0/0	75	62.50	\$3,077.00
6/29/2018	41	34	35	240/0/0/0	193/0/0/0	69	57.50	\$3,137.00
6/30/2018	17	52	39	193/0/0/0	278/0/0/0	91	75.83	\$3,792.00
	534	984	607	4929/0/0/0	5155/0/0/0	1591	44.19	\$67,906.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 07/01/2018 - 07/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
7/1/2018	39	52	32	278/0/0/0	260/0/0/0	84	70.00	\$3,606.00
7/2/2018	31	53	27	260/0/0/0	231/0/0/0	80	66.67	\$6,133.00
7/3/2018	10	70	31	231/0/0/0	275/0/0/0	101	84.17	\$7,295.00
7/4/2018	6	95	18	275/0/0/0	307/0/0/0	113	94.17	\$8,087.00
7/5/2018	28	85	15	307/0/0/0	255/0/0/0	100	83.33	\$4,006.00
7/6/2018	33	67	22	255/0/0/0	230/0/0/0	89	74.17	\$3,498.00
7/7/2018	31	58	7	230/0/0/0	160/0/0/0	65	54.17	\$2,727.00
7/8/2018	39	26	14	160/0/0/0	106/0/0/0	40	33.33	\$1,693.00
7/9/2018	13	27	14	106/0/0/0	99/0/0/0	41	34.17	\$1,936.00
7/10/2018	7	34	8	99/0/0/0	105/0/0/0	42	35.00	\$1,973.00
7/11/2018	4	38	12	105/0/0/0	138/0/0/0	50	41.67	\$2,285.00
7/12/2018	10	40	21	138/0/0/0	160/0/0/0	61	50.83	\$2,617.00
7/13/2018	13	48	24	160/0/0/0	186/0/0/0	72	60.00	\$3,184.00
7/14/2018	9	63	6	186/0/0/0	171/0/0/0	69	57.50	\$3,004.00
7/15/2018	27	42	10	171/0/0/0	122/0/0/0	52	43.33	\$2,171.00
7/16/2018	16	36	9	122/0/0/0	123/0/0/0	45	37.50	\$1,998.00
7/17/2018	11	34	6	123/0/0/0	102/0/0/0	40	33.33	\$1,744.00
7/18/2018	6	34	15	102/0/0/0	118/0/0/0	49	40.83	\$2,196.00
7/19/2018	12	37	32	118/0/0/0	168/0/0/0	69	57.50	\$3,043.00
7/20/2018	12	57	40	168/0/0/0	262/0/0/0	97	80.83	\$4,087.00
7/21/2018	8	89	12	262/0/0/0	268/0/0/0	101	84.17	\$4,529.00
7/22/2018	26	75	5	268/0/0/0	205/0/0/0	80	66.67	\$3,480.00
7/23/2018	44	36	11	205/0/0/0	125/0/0/0	47	39.17	\$1,976.00
7/24/2018	10	37	4	125/0/0/0	106/0/0/0	41	34.17	\$1,640.00
7/25/2018	8	33	16	106/0/0/0	119/0/0/0	49	40.83	\$2,216.00
7/26/2018	3	46	11	119/0/0/0	133/0/0/0	57	47.50	\$2,545.00
7/27/2018	9	48	20	133/0/0/0	167/0/0/0	68	56.67	\$2,799.00
7/28/2018	13	55	14	167/0/0/0	173/0/0/0	69	57.50	\$3,047.00
7/29/2018	20	49	5	173/0/0/0	137/0/0/0	54	45.00	\$2,248.00
7/30/2018	14	40	4	137/0/0/0	113/0/0/0	44	36.67	\$2,040.00
7/31/2018	4	40	2	113/0/0/0	109/0/0/0	42	35.00	\$1,581.00
	516	1544	467	5402/0/0/0	5233/0/0/0	2011	54.06	\$95,384.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 08/01/2018 - 08/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
8/1/2018	9	33	7	109/0/0/0	108/0/0/0	40	33.33	\$1,689.00
8/2/2018	3	37	9	108/0/0/0	133/0/0/0	46	38.33	\$1,824.00
8/3/2018	10	36	15	133/0/0/0	140/0/0/0	51	42.50	\$2,125.00
8/4/2018	13	38	10	140/0/0/0	111/0/0/0	48	40.00	\$2,163.00
8/5/2018	14	34	11	111/0/0/0	100/0/0/0	45	37.50	\$2,080.00
8/6/2018	8	37	5	100/0/0/0	90/0/0/0	42	35.00	\$2,009.00
8/7/2018	10	32	4	90/0/0/0	81/0/0/0	36	30.00	\$1,367.00
8/8/2018	13	23	8	81/0/0/0	78/0/0/0	31	25.83	\$1,444.00
8/9/2018	6	25	16	78/0/0/0	107/0/0/0	41	34.17	\$1,839.00
8/10/2018	4	37	17	107/0/0/0	130/0/0/0	54	45.00	\$2,193.00
8/11/2018	12	42	9	130/0/0/0	121/0/0/0	51	42.50	\$2,215.00
8/12/2018	20	31	5	121/0/0/0	96/0/0/0	36	30.00	\$1,628.00
8/13/2018	13	23	7	96/0/0/0	77/0/0/0	30	25.00	\$1,291.00
8/14/2018	5	25	5	77/0/0/0	81/0/0/0	30	25.00	\$1,196.00
8/15/2018	6	24	3	81/0/0/0	75/0/0/0	27	22.50	\$1,171.00
8/16/2018	5	22	2	75/0/0/0	61/0/0/0	24	20.00	\$1,113.00
8/17/2018	7	17	11	61/0/0/0	71/0/0/0	28	23.33	\$1,188.00
8/18/2018	8	20	2	71/0/0/0	64/0/0/0	22	18.33	\$948.00
8/19/2018	9	13	6	64/0/0/0	58/0/0/0	19	15.83	\$885.00
8/20/2018	5	14	3	58/0/0/0	54/0/0/0	17	14.17	\$783.00
8/21/2018	2	15	1	54/0/0/0	52/0/0/0	16	13.33	\$688.00
8/22/2018	3	13	1	52/0/0/0	44/0/0/0	14	11.67	\$637.00
8/23/2018	2	12	4	44/0/0/0	47/0/0/0	16	13.33	\$562.00
8/24/2018	1	15	4	47/0/0/0	58/0/0/0	19	15.83	\$834.00
8/25/2018	0	19	0	58/0/0/0	58/0/0/0	19	15.83	\$700.00
8/26/2018	7	12	4	58/0/0/0	53/0/0/0	16	13.33	\$681.00
8/27/2018	4	12	3	53/0/0/0	50/0/0/0	15	12.50	\$650.00
8/28/2018	3	12	2	50/0/0/0	48/0/0/0	14	11.67	\$606.00
8/29/2018	0	14	0	48/0/0/0	48/0/0/0	14	11.67	\$504.00
8/30/2018	1	13	9	48/0/0/0	80/0/0/0	22	18.33	\$809.00
8/31/2018	5	17	7	80/0/0/0	80/0/0/0	24	20.00	\$1,111.00
	208	717	190	2483/0/0/0	2454/0/0/0	907	24.38	\$38,933.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 09/01/2018 - 09/30/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
9/1/2018	1	23	0	80/0/0/0	74/0/0/0	23	19.17	\$1,022.00
9/2/2018	1	22	0	74/0/0/0	68/0/0/0	22	18.33	\$1,031.00
9/3/2018	11	11	1	68/0/0/0	32/0/0/0	12	10.00	\$516.00
9/4/2018	5	7	6	32/0/0/0	38/0/0/0	13	10.83	\$605.00
9/5/2018	0	13	4	38/0/0/0	44/0/0/0	17	14.17	\$663.00
9/6/2018	4	13	1	44/0/0/0	34/0/0/0	14	11.67	\$663.00
9/7/2018	6	8	3	34/0/0/0	29/0/0/0	11	9.17	\$510.00
9/8/2018	0	11	5	29/0/0/0	39/0/0/0	16	13.33	\$714.00
9/9/2018	5	11	4	39/0/0/0	33/0/0/0	15	12.50	\$714.00
9/10/2018	0	15	1	33/0/0/0	35/0/0/0	16	13.33	\$714.00
9/11/2018	0	16	5	35/0/0/0	45/0/0/0	21	17.50	\$924.00
9/12/2018	2	19	1	45/0/0/0	43/0/0/0	20	16.67	\$873.00
9/13/2018	1	19	0	43/0/0/0	42/0/0/0	19	15.83	\$822.00
9/14/2018	4	15	1	42/0/0/0	37/0/0/0	16	13.33	\$663.00
9/15/2018	5	11	0	37/0/0/0	25/0/0/0	11	9.17	\$306.00
9/16/2018	3	8	0	25/0/0/0	19/0/0/0	8	6.67	\$357.00
9/17/2018	2	6	1	19/0/0/0	21/0/0/0	7	5.83	\$255.00
9/18/2018	1	6	6	21/0/0/0	27/0/0/0	12	10.00	\$510.00
9/19/2018	1	11	0	27/0/0/0	26/0/0/0	11	9.17	\$510.00
9/20/2018	0	11	1	26/0/0/0	28/0/0/0	12	10.00	\$561.00
9/21/2018	5	7	0	28/0/0/0	18/0/0/0	7	5.83	\$306.00
9/22/2018	1	6	1	18/0/0/0	18/0/0/0	7	5.83	\$153.00
9/23/2018	4	3	1	18/0/0/0	12/0/0/0	4	3.33	\$102.00
9/24/2018	1	3	0	12/0/0/0	6/0/0/0	3	2.50	\$102.00
9/25/2018	0	3	0	6/0/0/0	6/0/0/0	3	2.50	\$102.00
9/26/2018	1	2	0	6/0/0/0	4/0/0/0	2	1.67	\$51.00
9/27/2018	1	1	0	4/0/0/0	2/0/0/0	1	0.83	\$0.00
9/28/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
9/29/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
9/30/2018	0	1	1	2/0/0/0	4/0/0/0	2	1.67	\$51.00
	65	284	43	889/0/0/0	813/0/0/0	327	9.08	\$13,800.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 10/01/2018 - 10/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
10/1/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/2/2018	0	2	1	4/0/0/0	6/0/0/0	3	2.50	\$102.00
10/3/2018	0	3	0	6/0/0/0	6/0/0/0	3	2.50	\$102.00
10/4/2018	0	3	0	6/0/0/0	6/0/0/0	3	2.50	\$102.00
10/5/2018	1	2	1	6/0/0/0	6/0/0/0	3	2.50	\$102.00
10/6/2018	0	3	0	6/0/0/0	6/0/0/0	3	2.50	\$51.00
10/7/2018	2	1	0	6/0/0/0	2/0/0/0	1	0.83	\$0.00
10/8/2018	0	1	2	2/0/0/0	10/0/0/0	3	2.50	\$102.00
10/9/2018	0	3	0	10/0/0/0	10/0/0/0	3	2.50	\$102.00
10/10/2018	1	2	0	10/0/0/0	8/0/0/0	2	1.67	\$51.00
10/11/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/12/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/13/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/14/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$0.00
10/15/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/16/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/17/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/18/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/19/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/20/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/21/2018	0	2	1	8/0/0/0	10/0/0/0	3	2.50	\$51.00
10/22/2018	1	2	0	10/0/0/0	4/0/0/0	2	1.67	\$51.00
10/23/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/24/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/25/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/26/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/27/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$0.00
10/28/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/29/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/30/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/31/2018	1	1	0	4/0/0/0	2/0/0/0	1	0.83	\$0.00
	6	63	5	194/0/0/0	192/0/0/0	68	1.83	\$1,683.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 11/01/2018 - 11/30/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
11/1/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/2/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/3/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/4/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/5/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/6/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/7/2018	1	0	1	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/8/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/9/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/10/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/11/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/12/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/13/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/14/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/15/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/16/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/17/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/18/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/19/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/20/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/21/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/22/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/23/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/24/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/25/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/26/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/27/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/28/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/29/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/30/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
	1	29	1	60/0/0/0	60/0/0/0	30	0.83	\$0.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 12/01/2018 - 12/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
12/1/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/2/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/3/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/4/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/5/2018	0	1	1	2/0/0/0	4/0/0/0	2	1.67	\$51.00
12/6/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
12/7/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
12/8/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
12/9/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
12/10/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
12/11/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$0.00
12/12/2018	1	1	0	4/0/0/0	2/0/0/0	1	0.83	\$0.00
12/13/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/14/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/15/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/16/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/17/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/18/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/19/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/20/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/21/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/22/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/23/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/24/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/25/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/26/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/27/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/28/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/29/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/30/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
12/31/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
	1	37	1	76/0/0/0	76/0/0/0	38	1.02	\$306.00

Occupancy percentages based on 120 total units

OLD BUSINESS AGENDA ITEM A

DATE: *July 17, 2018*
RE: *Enterprise Zone by Tracey Loomis*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY:

OVERVIEW

- Tracey Loomis will be giving the board a presentation about enterprise zones.

DOCUMENTS

- Resolution 492, 2 pages.

COMMISSIONERS ACTION

- To approve or deny Resolution 492

PORT OF BROOKINGS HARBOR

CURRY COUNTY, OREGON

RESOLUTION NO. 492

CONSENT RESOLUTION AUTHORIZING SUBMITTAL OF THE CURRY COUNTY ENTERPRISE ZONE APPLICATION TO THE OREGON BUSINESS DEVELOPMENT DEPARTMENT

WHEREAS, the Port of Brookings-Harbor consents to an application for designation of a newly created enterprise zone with Zone Sponsor Curry County;

WHEREAS, Curry County, the Zone Sponsor, has formally advised and received consultation from the Oregon Business Development Department (0800) according to ORS 285C.078 in order to create this new Enterprise Zone to encourage new business investment, job creation, higher incomes for local residents, greater diversity of economic activity; and

WHEREAS, the proposed enterprise zone has a total area of 4.018 square miles; it meets other statutory limitations on size and configuration, is depicted on a drawn-to-scale map (Exhibit 1), and a legal description (Exhibit 2); and

WHEREAS, the proposed enterprise zone contains significant land that is reserved for industrial use, as indicated by land use zoning map with the application, consistent with Comprehensive Plans acknowledged by the Land Conservation and Development Commission, such industrial sites are accessible, serviced or serviceable, and otherwise ready for use and further development; and

WHEREAS, the designation of an enterprise zone does not grant or imply permission to develop land within the zone without complying with prevailing zoning, regulatory and permitting processes and restrictions for applicable jurisdictions; nor does it indicate any intent to modify those processes or restrictions, except as otherwise in accordance with Comprehensive Plans.

WHEREAS, the Port of Brookings-Harbor appreciates the impacts that a designated enterprise zone would have and the property tax exemptions that eligible business firms might receive therein, as governed by Oregon Revised Statutes (ORS) Chapter 285C and other provisions of Oregon Law.

WHEREAS, all of the other municipal corporations, school districts, special service districts and so forth, other than the sponsoring governments, that receive operating revenue through the levying of ad valorem taxes on real and personal property in any area of the proposed enterprise zone were sent notice and invited to a public meeting regarding this proposal, in order for the sponsoring governments to effectively consult with these other local taxing districts,

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1:

Under ORS (285C.065/285C.245], Curry County does hereby designate an Oregon enterprise zone to be named: The Curry County Enterprise Zone, the boundary and area of which are described in Exhibits 1 and 2.

Section 2:

CCD Business Development Corporation is authorized to submit documentation of this enterprise zone designation to OBOO on behalf of the zone sponsor for purposes of a positive determination in favor under ORS 285C.074.

Section 3:

CCD Business Development Corporation is appointed as the local zone manager for this enterprise zone. CCO will not only submit the application but make any substantive or technical changes to the enterprise zone, after adoption of this resolution, for the 10-year period of this enterprise zone.

ADOPTED by the Port of Brookings Harbor Board of Commissioners on this 17th day of July 2018.

President

ATTEST:

Commissioner

OLD BUSINESS AGENDA ITEM B

DATE: *July 17, 2018*
RE: *Richard Heaps Report RE: Marine Board*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY: *Richard Heap*

OVERVIEW

- At June 27 special meeting Richard was asked to talk to Oregon State Marine Board about Commercial use at the transient dock in basin 1.

DOCUMENTS

- Richard Heaps response, 3 pages.

COMMISSIONERS ACTION

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Kathy,

Because I will not be at the July regular meeting, I did not want to delay for another month my report on contact with the Marine Board regarding commercial use of the recreational transient dock in Basin 1. I contacted Val Early, who is on the Marine Board. Her response included information already sent to Port staff in response to the previous Board's original inquiry last year. In essence, we may not allow commercial use of the transient dock in Basin 1 for commercial purposes and we need to control the boat launch parking lot non-boat trailer parking. We are at risk of violating the grant agreement language and placing the Port in financial jeopardy. I recommend that we either amend Ordinance 1 or create a new Ordinance that speaks directly to these two issues. That action will clearly establish our intent to comply with the grant agreement (s). Enforcement will be another issue that we will have to address.

Richard

Response from the OMB:

Boarding dock Grant Agreement Language

5.1.5 Commercial and Other Uses.

a. For purposes of this Section 5, Commercial Use means any activity on or affecting the Project that was not described in the Facility Grant Application or Staff Report, or not approved pursuant to OSMB Policy 93-06 or 93-02, where the Recipient:

1. has financial profit as a goal,
2. charges any fees or receives any benefit to provide services, supplies or goods, or
3. allows third parties to charge any fees or receive any benefit to provide services, supplies or goods.

b. Commercial Use is prohibited.

c. Recipient must have the capability to make an ordinance, rule, or other regulation to the effect that the Projects are for the benefit of recreational boaters, including, but not limited to prohibiting single cars from parking in boat trailer parking spots. If, in the sole discretion of OSMB, the use by non-recreational boaters such as swimmers, fishermen, divers, crabbers impact recreational boating uses or diminishes the useful life of the Project, then the Recipient must establish and enforce its ordinance, rule, or other regulation.

d. If Project funded a pumpout or dump station in a marina or short term tie-up dock, the Recipient must include language in its moorage agreement requiring use of the pumpout and/or dump station if a boat has a holding tank or marine toilet.

- e. Recipient must restrict use of the Project to only boats that comply with ORS 830.770 and 830.775.

Older grant agreement language.

4. Commercial Use.

a. For purposes of this section 4, Commercial Use means any activity on or affecting the Project that was not described in the Facility Grant Application or Staff Report, or not approved pursuant to Board Policy 93-06 or 93-02, where the Recipient

- i. has financial profit as a goal,
- ii. charges any fees or receives any benefit to provide services, supplies or goods, or
- iii. allows third parties to charge any fees or receive any benefit to provide services, supplies or goods.

b. Commercial Use is prohibited.

Commercial use is restricted or prohibited through rule and policy with some exception related to outfitter/guides. When an applicant discloses commercial use we work with the owner to review what the commercial activities entail, frequency of use, size of boats and impact to recreational boaters. Depending upon the situation the owner may provide copies of rules, ordinances etc. that allow them to enforce the prohibition on commercial use and demonstrate they proactively manage the issue but typically the owner provides additional funding for those activities. In some cases they will fund the additional structural requirements for use by larger boats, trucks, etc. such as thicker concrete, increased density of rebar, different dock fendering or deeper dredging limits.

The tie-up dock by the boat ramp is further restricted for commercial use because federal Boating Infrastructure Grant (BIG) funding for the gangway and dock renovations were expended. The Port identified that recreational cruisers coming off of the ocean will use the dock and that it will serve as a staging area when the boat ramp is full during peak fishing season. Commercial use of the dock puts us at risk of default with U.S. Fish and Wildlife Service and repayment of federal funds to them. As a result, the Port would either need to immediately cease all commercial activities from the dock or repay the funding so we can remain in good standing with U.S. Fish and Wildlife Service.

Kathy, here is some guidance on adopting ordinances:

Drafting Process:

The process originates from one of two places - the commission or the manager. If the request is coming from a commissioner then it should be discussed at a meeting and upon receiving direction from 3 or more commissioners, the staff/attorney can draft the ordinance. Legal counsel can be involved in either drafting the ordinance from the beginning or in editing and revising the ordinance drafted by staff.

Adoption Process:

The title of the ordinance (along with a brief description if the title is not descriptive) must be published in the agenda for the meeting not more than 10 nor less than 4 days before the meeting in the newspaper. The agenda must also state that a copy of the entire ordinance may be obtained at the Port office. The ordinance must be read during REGULAR meetings of the commission on two separate occasions. The ordinance must be read in full unless at the meeting, a copy of the ordinance is available to each person who desires a copy and the board directs that the ordinance be read by title only. Ordinances take effect 30 days after adoption.

Notice of Executive Session

The Port of Brookings Harbor will hold an executive session at 6:00 p.m. at the Harbor Fire / Harbor Water District, Conference Room, 98069 W Benham Lane Harbor OR 97415, on Tuesday, July 17, 2018. The session will consider the following:

The executive session is being held pursuant to ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions. And, ORS 192.660(2)(h), To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

Executive Session

This executive session of the Port of Brookings Harbor Board of Directors is called pursuant to ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions and ORS 192.660 (2) (h) To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

Any member of the media that is here may remain. However, the Board will require that any information derived from this meeting may not be disclosed pursuant to ORS 192.660(4).

NEW BUSINESS AGENDA ITEM A

DATE: *July 17, 2018*
RE: *Interim Manager Agreement*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY: *Kathy Lindley Hall*

OVERVIEW

- Temporary Interim Manager Kathy Lindley Hall's Service Agreement is expiring.

DOCUMENTS

- Temporary Interim Manager's Personal Service Agreement, 8 pages.

COMMISSIONERS ACTION

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TEMPORARY INTERIM MANAGER'S PERSONAL SERVICE AGREEMENT

This is a Personal Service Agreement (hereinafter "Agreement") entered into on the 2 day of February, 2018, by and between The Port of Brookings Harbor, acting through its Port Commission (hereinafter called "Port") and Katherine Lindley Hall (hereinafter called "Temporary Interim Manager"). The purpose of this Agreement is to establish the mutual and respective responsibilities, terms, and conditions, under which Ms. Hall will serve the Port as its Temporary Interim Manager. Therefore, the parties agree as follows:

1. DUTIES AND RESPONSIBILITIES:

1.1 The Temporary Interim Manager shall be the chief executive officer of the Port until such time as this Agreement is terminate as provided herein. As such, the Temporary Interim Manager shall have the primary responsibility for execution of Commission policy whereas the Port Commission (hereinafter "Commission") shall retain the primary responsibility for formulating and adopting such policy. The Temporary Interim Manager acknowledges that she has no specialized knowledge or expertise, but will direct and assign the staff of the Port and will organize, reorganize, and arrange the administrative and supervisory staff as best serves the needs of the Port to the best of her abilities. The Temporary Interim Manager also has the responsibility for the selection, placement, and transfer of personnel subject to approval by the Port Commission, and shall suggest policy regulations, rules, and procedures deemed necessary and in the best interests of the Port, subject to approval by the Commission, and in general shall perform all duties incident to the office of Manager of the Port and such other duties as may be specified and/or delegated by the Commission.

The Temporary Interim Manager is primarily employed with the Oregon Trawl Commission and, subject to her primary employment duties, the Temporary Interim Manager shall devote her time and attention to the business and affairs of the Port as specifically provided herein and her authority to act on behalf of the Port shall be as contained in the Ordinances, Resolutions and By-Laws of the Port.

1.2 The Temporary Interim Manager shall be subject to the general personnel policies and procedures of the Port where not inconsistent with this Agreement.

1.3 The Temporary Interim Manager shall be governed by the rules of conduct; policies and directives from time to time adopted by the Port Commission on the same basis as other Port employees; provided, however, that this provision does not authorize the Board to adopt policies that contravene any specific provision of this contract.

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1.4 The Commission, collectively and individually, shall promptly refer all criticism, complaints, and suggestions called to its attention to the Temporary Interim Manager for study and recommendation. The Temporary Interim Manger may attend all Commission meetings, except executive sessions held to discuss the Temporary Interim Manager's employment status. She shall provide administrative recommendations on each item of business considered by the Commission. The Temporary Interim Manager shall consult with the Port's attorney, in her discretion, on any matters she may feel is necessary.

2. LENGTH OF AGREEMENT:

2.1 The length of this Agreement shall be for an indefinite period of time, not to exceed six months, and also subject to the provisions of Section 6. Notwithstanding the date of execution of this Agreement, this Agreement shall first become effective on the date that it is approved by Board of Commissioners of the Port of Brookings Harbor.

2.2 The Temporary Interim Manager shall work eighty (80) hours per month in her position with the Port. The Temporary Interim Manager shall record and keep track of the number of hours she works for the Port on a daily basis and shall provide such information to the Port Commission on their request.

3. COMPENSATION:

3.1 The Port agrees to pay the Temporary Interim Manager a salary of THREE THOUSAND and 00/00 Dollars (\$3,000.00) per month, to be paid in accordance with the rules of the Commission governing payment of salary to other independent contractors of the Port.

At any time during her period of time this Agreement is in effect the Board of Commissioners may convene a review committee appointed by the Board Chair to conduct an evaluation of the Temporary Interim Manager. The purpose of such evaluation is to improve the job performance of the Temporary Interim Manager. The results of any given performance evaluation may also be used by the Port as a basis for discipline of the Temporary Interim Manager.

3.2 The Port recognizes that it may be necessary for the Temporary Interim Manager to incur travel and other expenses, which are necessary to the performance of her duties hereunder and to the advancement of the best interest of the Port. The Port agrees to reimburse the Temporary Interim Manager for such expenses as authorized by the Board of Port Commissioners and subject to the limitations of the duly adopted budget of the Port, upon receipt of vouchers, receipts, expense statement or other evidence thereof.

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4. NO SPECIAL BENEFITS:

The Temporary Interim Manager shall not be entitled to receive any of the benefits generally available to Port employees. The Temporary Interim Manager shall not be entitled to receive overtime compensation or compensation vacation or leave when, as is expected, the duties of the Temporary Interim Manager require the rendering of service outside of what is considered to be the normal hours of employment of the Port.

5. MODIFICATION OF POLICIES:

It is understood that the job description of the Temporary Interim Manager of the Port, assigned duties, polices, including employment policies and benefits, and other matters relating to the business and policies of the Port of Brookings Harbor may from time to time be changed by affirmative action of the Board of Port Commissioners, in the manner provided by law for the conduct of business of the Board of Port Commissioners, notwithstanding that some or all of such matters are made part of this Agreement, and by such action that Agreement shall be deemed amended.

6. TERMINATION:

6.1 Reasons for Termination. Temporary Interim Manager acknowledges that she is an "at will" independent contractor of the Port, and that the Port may terminate her this Personal Services Agreement with the Port at any time. The Port reserves the right to terminate this Agreement at any time, with or without notice, with or without cause, and for any reason not prohibited law. The Temporary Interim Manager understands and agrees that her position is temporary and will be available only until the Port can screen, select and hire a new long term General Manager for the Port. The Temporary Interim Manager agrees to submit her resignation upon the request of the Port Commission, or the attorney for the Port, so her position can be made available to a new long-term General Manager for the Port.

If the Port terminates the Temporary Interim Manager without notice and/or without cause, the Temporary Interim Manager agrees that she will not be entitled to any compensation other than her monthly salary to the date of termination.

By way of example, but not in limitation of Port's rights to terminate the Temporary Interim Manager for any reason whatsoever, grounds for termination include, but are not limited to, conduct which is seriously prejudicial to and which substantially affects the fundamental mission of the Port including, but not limited to the following:

- (a) Willful and failure or refusal by Temporary Interim Manger to comply with the policies, standards and regulations of the Port as established from time to time;



- (b) Fraud, dishonesty or any other act of misconduct in the performance of the Temporary Interim Manager's duties on behalf of the Port;
- (c) Failure to perform any provision of this Agreement required to be performed by the Temporary Interim Manager;
- (d) Insubordination or refusal to follow an order given by the Board of Commissioners;
- (e) Conduct detrimental to the interests of the Port;
- (f) Refusal to resign her position to make the position of General Manager available to the person selected to be the new long term General Manager of the Port.

6.2 Notice of Termination. Notice of Termination may be given in writing at least forty eight hours prior to the effective date of discharge or termination. Such notice may include a statement of the reasons constituting the termination. If notice is given, the Temporary Interim Manager shall be entitled to meet with the Commission to discuss such reasons and to refute, orally or in writing, such charges. Such meeting shall be at a time and place convenient to the Temporary Interim Manager and the Commission. The Temporary Interim Manager may elect to have such meeting held in executive session as provided by Oregon law unless Temporary Interim Manager requests a public hearing. The Temporary Interim Manager shall be provided a written decision regarding the results of the meeting.

6.3 Termination by Temporary Interim Manager. If Temporary Interim Manager desires to voluntarily resign or otherwise terminate her employment the Temporary Interim Manager shall give at least twenty (20) days' written notice to the Port. If less than twenty (20) days' written notice is given, the Temporary Interim Manager shall pay, or forfeit to, the Port an amount equal to one (1) month's salary.

7. PROFESSIONAL LIABILITY

7.1 The Commission agrees, as a further condition of this Agreement, that it shall defend, hold harmless, and indemnify the Temporary Interim Manager from any and all demands, claims, suits, actions, and legal proceedings brought against the Temporary Interim Manager in her individual capacity, or in her official capacity as an agent of the Commission, provided the incident arose while the Temporary Interim Manager was acting within the scope of this Personal Service Agreement.

7.2 If, in the good faith judgment of the Commission, as determined by the Commission, a conflict exists as regard to the defense to such claim between the legal position of the Temporary Interim Manager and the legal position of the Commission with regard to third party claims, the Temporary Interim Manager may engage independent

counsel for herself in which event the Port shall indemnify the Temporary Interim Manager for the costs of legal defense.

7.3 The Commission shall not be required to defend or indemnify the Temporary Interim Manager against any claims based upon an act or omission amounting to malfeasance in office or willful or wanton neglect of duty as provided in ORS 30.275(2) and ORS 30.287 (1)(3).

8. NOTICES

8.1 Any notice or other communication required or permitted to be given under this agreement shall be in writing and shall be mailed by Certified Mail, Return Receipt Requested, postage prepaid, addressed to the parties as follows:

Port of Brookings Harbor
P.O. Box 848
Brookings, OR 97415

Katherine Lindley Hall
98373 N. Bank Rd.
Brookings, OR 97415

with a copy to:

James C. Coffey
Stebbins & Coffey
P.O. Box 1006
North Bend, OR 97459

8.2 Any notice or other communication shall be deemed to be given at the expiration of the 2nd day after the date of deposit in the United States Mail. The addresses to which notices or other communication shall be mailed may be changed from time to time by giving written notice to the other party.

9. ATTORNEY FEES

In the event any action, suit, arbitration or other proceeding shall be instituted by either party to this Agreement to enforce any provision of this Agreement or any matter arising therefrom or to interpret any provision of this Agreement, including any proceeding to compel arbitration, the prevailing party shall be entitled to recover from the other a reasonable attorney fee to be determined by the Court or Arbitrator(s). In addition to recovery of a reasonable attorney fee, the prevailing party shall be entitled to recover from the other costs and disbursements, including all costs of Arbitration and the Arbitrator(s) fees, and expert witness fees, as fixed by the Court or tribunal in which the case is heard. In the event any such action, suit, arbitration or other proceeding is appealed to any higher court or courts, the prevailing party shall recover from the other a reasonable attorney fee for prosecuting or defending such appeal or appeals, in addition to the reasonable attorney fees in the lower court or courts or arbitration proceeding, such fee to be determined by the

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appellate court or lower court or arbitrator, as the appellate court may determine. In addition to recovery of a reasonable attorney fee on appeal, the prevailing party shall be entitled to recover from the other costs and disbursements and expert witness fees as fixed by the appellate court. All costs and disbursements which may be awarded pursuant to this paragraph shall bear interest at the maximum legal rate from the date they are incurred until the date they are paid by the losing party.

10. AMENDMENTS

This Agreement may be amended only by an instrument in writing executed by all the parties.

11. HEADINGS

The headings used in this Agreement are solely for convenience of reference, are not part of this Agreement, and are not to be considered in construing or interpreting this Agreement.

12. ENTIRE AGREEMENT

This Agreement sets forth the entire understanding of the parties with respect to the subject matter of this Agreement and supersedes any and all prior understandings and agreements, whether written or oral, between the parties with respect to such subject matter.

13. SEVERABILITY

If any provision of this Agreement shall be invalid or unenforceable in respect for any reason, the validity and enforceability of any such provision in any other respect and of the remaining provisions of this Agreement shall not be in any way impaired.

14. WAIVER

A provision of this Agreement may be waived only by a written instrument executed by the party waiving compliance. No waiver of any provision of this Agreement shall constitute a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver. Failure to enforce any provision of this Agreement shall not operate as a waiver of such provision or any other provision.

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15. GOVERNING LAW

This agreement shall be governed by and construed in accordance with the laws of the State of Oregon.

16. ARBITRATION

16.1. Any controversy or claim arising out of or relating to this Agreement, including, without limitation, the making, performance or interpretation of this Agreement, shall be settled by arbitration in Curry County, Oregon, and any Judgment on the arbitration award may be entered in any court having Jurisdiction over the subject matter of the controversy.

16.2 Any party asserting a claim arising out of or relating to this Agreement may make a written demand for arbitration. In this event, the parties shall agree to submit their controversy to binding arbitration before a single arbitrator. The arbitrator shall be an attorney licensed to practice law in the State of Oregon. If the parties cannot agree within 30 days to the selection of a single arbitrator after the election to arbitrate, either party may request that the selection of an arbitrator be made by a Judge of the Circuit Court of the State of Oregon for Coos County. The dispute shall be heard by the arbitrator selected within 90 days thereafter, unless the parties agree otherwise.

16.3 The parties will pay their own costs of arbitration, and each will be obligated for one-half of the arbitrator's fee. The provision of Section 9 shall also apply to arbitration, and in the event of arbitration under the provisions of this Agreement, the prevailing party shall be awarded reasonable attorney fees and related costs.

16.4 If arbitration is commenced, the parties agree to permit discovery proceedings of the type provided by the Oregon Rules of Civil Procedure both in advance of, and during recess of, the arbitration hearings. ORS 183.450(1) through (4), where applicable, shall control the admission of evidence at the hearing in any arbitration conducted hereunder, provided however no error by the arbitrator in application of the statute shall be grounds as such for vacating the arbitrator's award. Each party shall be entitled to present evidence and argument to the arbitrator. The arbitrator shall give written notice to the parties stating the arbitration determination and shall furnish to each party a signed copy of such determination and Judgment so the award may be entered in any court having Jurisdiction over the parties. The parties agree that all facts and other information relating to any arbitration arising under this Agreement shall be kept confidential to the fullest extent permitted by law.

16.5 The parties agree that the arbitrator shall have no Jurisdiction to render an award and/or Judgment for punitive damages. The parties agree that the decision of the arbitrator shall be final and binding on the parties and a Judgment may be entered on the arbitrator's award. Unless otherwise inconsistent herewith, the provisions of ORS Chapter 36 shall apply to any arbitration hereunder. The duty to arbitrate shall survive the cancellation or termination of this Agreement.

16.6 Service of process in connection therewith shall be made by certified mail. In any judicial proceeding to enforce this agreement to arbitrate, the only issues to be determined shall be the existence of the agreement to arbitrate and the failure of one Party to comply with that agreement, and those issues shall be determined summarily by the court without a jury. All other issues shall be decided by the arbitrator, whose decision thereon shall be final and binding. There may be no appeal of an order compelling arbitration except as part of an appeal concerning confirmation of the decision of the arbitrator.

16.7 Neither Party shall institute any legal proceeding against the other to enforce any right hereunder or for breach hereof, except that either Party may institute litigation (i) to enforce its rights of arbitration hereunder (ii) to confirm and have judgment entered upon any arbitration award issued hereunder, and (iii) to stay the running of any statute of limitation or prevent any other occurrence (including, without limitation, the passage of time) which would constitute laches, estoppel, waiver or any other such legal consequence that suit is necessary to avoid, provided, however, that neither Party shall pursue litigation under item (iii) beyond such action as is necessary to prevent prejudice to its cause of action pending ultimate resolution by arbitration under this Section.

16.8 If any dispute between the Parties arises from or in connection with any claim of litigation initiated by any third party (either as claimant, plaintiff, counterclaimant, or defendant/third Party plaintiff), then, unless the Parties agree otherwise, the resolution of that dispute under the arbitration provisions of this Section may at the option of either Party be deferred until the resolution of that third-party claim or litigation, provided, however that in the event of any such dispute in connection with a claim or litigation so initiated by a third party, either Party may at any time initiate arbitration under this Section 16 to determine prospective liability between the Parties upon facts which are stipulated, admitted solely for the purpose of arbitrating prospective liability, or not reasonably in dispute. The issue of whether any fact is "reasonably in dispute" under the preceding sentence shall be subject to mandatory arbitration hereunder upon the demand of either Party. In the event Water Board is made a party to such claim or litigation so initiated by a third party, Water Board shall select its own counsel and have complete control over all claim or litigation decisions concerning its participation in that claim or litigation, regardless of whether Water Board is required to, or in fact does, initiate a cross claim, counterclaim, or third-party claim under Subclause (iii) of Subsection 16.7. above.

PORT OF BROOKINGS HARBOR

By: Angi Christian
Angi Christian – Chairperson

By: Katherine Lindley Hall
Katherine Lindley Hall – Temporary Interim Manager

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