

PORT OF BROOKINGS HARBOR
Regular Commission Meeting
Tuesday, November 17, 2020 • 6:00pm
Teleconference / Meeting Room *(limited space)*

Teleconference Call-In Number: 1 (253) 215-8782

Meeting ID: 894 0998 3967

Passcode: 782573

(to mute/unmute: * 6)

When calling in, please announce your arrival and state your name when you join the meeting.

TENTATIVE AGENDA

	PAGE
1. CALL MEETING TO ORDER	
• Pledge of Allegiance	
• Roll Call	
• Modifications, Additions, and Changes to the Agenda	
• Declaration of Potential Conflicts of Interest	
2. APPROVAL OF AGENDA	
3. APPROVAL OF MEETING MINUTES	
A. Approve Minutes of Special Meeting Thursday October 1, 2020.....	2
B. Approve Minutes of Regular Commissioner Meeting Tuesday October 20, 2020.....	4
Sample motion: Motion to approve meeting minutes items A and B.	
4. PUBLIC COMMENTS – (Limited to a maximum of three minutes per person. Please email your comments to danielle@portofbrookingsharbor.com prior to the meeting. ***Please <u>wait to be called on</u> before speaking***)	
5. MANAGEMENT REPORTS	
A. Financial Report – October 2020.....	8
B. Safety Report – October 2020.....	36
C. Harbormaster Report – October 2020.....	38
D. Port Manager Report – October 2020.....	40
Sample motion: Motion to approve management reports for October 2020 as discussed.	
6. ACTION ITEMS	
A. Draft Annual Financial Report Fiscal Year 2019-2020.....	44
B. Pacific Seafood Group Sublease.....	45
C. RV Park Restroom Project.....	46
D. Harbormaster / Maintenance Office Space.....	52
7. INFORMATION ITEMS	
A. Fuel Dock Project53	
B. Commercial Restroom/Shower Door Keypad Lock.....	57
C. Catalyst Seafood Outdoor Seating – Stage.....	58
D. Zola’s on the Water Storage Expansion.....	61
E. FEMA 4432 & 4452 Project Planning.....	62
8. COMMISSIONER COMMENTS	
9. NEXT REGULAR MEETING DATE – Tuesday, December 15, 2020 at 6:00pm	
10. ADJOURNMENT	

A request for an interpreter for the hearing impaired, for those who want to participate but do not have access to a telephone, or for other accommodations for persons with disabilities should be made at least 48 hours in advance of the meeting to Port of Brookings Harbor Office at541-469-2218.