March 15, 2016

1. CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Port of Brookings Harbor Board of Commissioners was held on March 15, 2016 in the Best Western Beachfront Inn meeting room, Harbor, Oregon. Chairman Roy Davis called the meeting to order at 7:00pm. Other Commissioners present were Sue Gold, Mike Manning, Tim Patterson, and Roger Thompson. Also present was Executive Director Ted Fitzgerald.

1. APPROVAL OF AGENDA

Chairman Roy Davis moved to approve the agenda as amended. Commissioner Roger Thompson wanted to add Review of Manager for the next two weeks and executive section. It was added under New Business. Chairman Davis moved to approve the agenda amended alphabet D for management review to be moved. Moved by Vice Chair Sue Gold. Seconded by Commissioner Tim Patterson. Voting Yes: Unanimous.

1. APPROVAL OF MINUTES
	1. Regular Meeting – February 16th, 2016

Vice Chair Gold moved to approve the minutes as written. Seconded by Comm. Manning. Voting Yes: Unanimous

1. OPERATIONAL AND FINANCIAL REVIEW

Revenues from operations were $176,835. Normal expenses were $125,528. The two categories together after property tax revenue, grant expense and debt service resulted in a net operating profit of $45,877.

Marina/moorage revenues came in at 38,530.

RV Park revenue was $19,958.

Fuel sales were $34,274.

Cold storage revenues were $2,764.

Yard activity revenue was $29, 937.

Rental revenue was $33,343.

The ice plant generated $1,320.

Repair and maintenance expenses were $16,819.

Office expense was $3,108.

Fuel purchased for resale was $27,413.

In a review of accounts receivable, as of March 9, 2016 we find nearly $80,000 in due but unpaid moorage.

Garbage collection amounts have been reduced substantially over the last month along the east side of the commercial basin.

The ice plant is threatened as a revenue source due to the siltation caused by the Sinkhole on Highway 101. Some of the larger vessels are unable to access the ice dock now even at high tide.

Gary Dehlinger and I attended the recent FEMA on-sight applicant meeting regarding claims arising out of the sink hole emergency, and submitted the required Request for Public Assistance form on behalf of the Port to commence the FEMA award process. At this time we have initiated necessary engineering for an emergency permit to dredge access to the ice plant and fuel dock if necessary. We have met with representatives from ODOT and implored them to take any steps possible to mitigate or otherwise limit the continued sedimentation into our working boat basin.

Port staff, working in concert with the Ports of Bandon and Gold Beach effected the re-location of the dredge and associated equipment from Bandon, which is completed, to the Port of Gold Beach, which is now being dredged. Dredging in Gold beach must be completed by March 31, 2016.

Substantial vandalism and theft of supplies from the restrooms has been ongoing. We have observed via camera 4:00 a.m. activity, and are considering locking some or all of the restrooms during the night to address this problem.

The Port was informed on March 4 by its proposed lender that the appraisal might be ready by the week of the 7th.

The weather during the month of February continued to prove hindering to ongoing port activities, as has been the case all winter.

Vice Chair Gold asked if our dredge in gold beach be able to do the emergency dredging, ted answered yes, the cost would either be more or less with the FEMA money.

Comm. Thompson asked about why our accounts receivable went up again, if that’s all because of late moorage payments, Ted informed him that right now a lot of moorage is due, and the usual turnaround time on payment is about 30 days. Comm. Thompson than asked about how much the coffee shop sold for, and asked about the lease and why it wasn’t brought in front of the board. Ted replied that he did forget to bring the lease in front of the board to get it approved; it is a normal 5 year lease, all the same terms, and that will be resolved in the next meeting. Comm. Thompson asked about the $3,600 figure for the coffee shop, ted informed him that the payment of the $3,600 was included in the purchase price. Comm. Thompson asked who is paying for the new water line going into the new plant. Ted replied that BC Fisheries extension is paying for all of that. Comm. Thompson asked about the fire hydrant and why it was so far down and not up to grade, he was informed that Harbor Water placed that, it is up to code. Comm. Thompson why did we allow them to dump all that dirt on port property since we are going to have to pay someone to move it? Ted told him that this was the most expedition’s manner. Comm. Thompson asked are we being paid by all the Ports for all the dredging expenses, are we being paid at the loaded rate including you? Ted replied yes. Comm. Thompson asked about a $35,000 dredging expense last month? Ted informed him that it is probably money we had out, that it is a past threw from various ports. Comm. Thompson stated that we had $10,000 in misc. sales in the commercial boat yard, that’s a lot of misc. sales. Ted stated that it is unload of crab.

Vice Chair Gold moved to approve the Operational and Financial Review as presented. Seconded by Comm. Patterson. Voting Yes: Unanimous

1. UNFINISHED BUSINESS

No Unfinished Business.

1. NEW BUSINESS
	1. Richard Heap with PFMC: This is the third year of El Nino, causing a warm water blob; the end result is that we have extremely poor food productivity. Juvenile fish are not doing very well once they enter the ocean. We have the 3rd lowest forecast on record for Klamath three rural fish. Council Management Plan has made a diminimist fishing rule, we can fish under the minimum statement goal in order to take advantage of the more abundant stock. This has affected the ocean from Canada to Mexico. The mortality rate is 97% before they even get to the ocean, due to river conditions, and the drought in Sacramento River. There are 3 different options for fishing that are being proposed to the council for approval in April. For Oregon Troll Commercial Fishing; Option 1: April 8-30, May 1-31, June 5-10, 15-30, or a 700 chinook quota July 8-31 or 500 chinook quota Aug 8-12, 18-24 or 200 chinook quota. There will be a rollover prevision, there will have a 15 fish trip limit June 5 to August 24th, any fish delivered before June have to be delivered in Oregon with a 28 inch minimum Option 2: April 8-30, May 7-31 Option 3: April 8-30, May 1-31 there is no proposal for a September pro-fishery here. For California there is no summer fishing, only in September. California and Oregon regulations are usually the same to keep all the ports the same. This year’s options for recreational fishing; Option 1: May 28 - Aug 7 and Sept 3-5, 7 days a week 24 inch to salmon. Coho June 25 - Aug 7 or 30,000 marked select Coho. Option 2: June 19 - Aug 31 fishing 4 days a week Sunday through Wednesday closed all salmon Thursday – Saturday, this is to try to stretch the season out, June 25 - July 31 for 20, 000 non-select. Option 3: May 16-31, June 16-30, July 16 - Aug 16, Sept 1-5. This will be the better year of the next three years.

The Commissioners and public did have some questions which was answered by Richard Heap representative of PFMC

* 1. Supplemental Resolution No. 446: We got the appropriation for the dock repair for $1.5 million appropriation, we were rewarded it in 2015 but will not receive the money until 2017. Budget law requires us to include this into our 2015 budget. Roger asked when we are going to start working and see the design. Ted stated that got the loan and all paperwork is summited to IFA, which they received 2 weeks ago. To get the grant we have to do a bridge loan from IFA, which they proposed to get the money to use in a timely matter, and the interest is figured into the payback. Roger asked that when we make payments, is that funded by the state or is that out of our pockets and get refunded from the state? Ted said that we can
1. ACTION ITEMS

No Action Items.

8. COMMISSIONER REPORTS

Chair Roy Davis:

Vice Chair Sue Gold:

Comm. Mike Manning:

Comm. Tim Patterson:

Comm. Roger Thompson:

1. PUBLIC COMMENTS
2. ADJOURNMENT

 The meeting was unanimously adjourned at 9:00 p.m.

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