

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.

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:

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