

**PORT OF BROOKINGS HARBOR**  
**Regular Commission Meeting**  
**Tuesday, September 15, 2020 • 6:00pm**  
**Teleconference / Meeting Room (limited space)**

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**Teleconference Call-In Number: 1 (301) 715-8592**

**Meeting ID: 874 0636 9651**

**Participant ID: #**

**(to mute/unmute: \* 6)**

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

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**TENTATIVE AGENDA**

|  | <b>Page</b> |
|--|-------------|
| <b>1. CALL MEETING TO ORDER</b>  |             |
| • Pledge of Allegiance   |             |
| • Roll Call  |             |
| • Modifications, Additions, and Changes to the Agenda  |             |
| • Declaration of Potential Conflicts of Interest   |             |
| <b>2. APPROVAL OF AGENDA</b>   |             |
| <b>3. APPROVAL OF MEETING MINUTES</b>  |             |
| A. Approve Minutes of Special Meeting Wednesday August 12, 2020.....   | 2           |
| B. Approve Minutes of Regular Commissioner Meeting Tuesday August 18, 2020.....  | 4           |
| ***Sample motion: Motion to approve meeting minutes items A and B.***  |             |
| <b>4. PUBLIC COMMENTS</b> – (Limited to a maximum of three minutes per person. Please email your comments to <a href="mailto:danielle@portofbrookingsharbor.com">danielle@portofbrookingsharbor.com</a> prior to the meeting. ***Please wait to be called on before speaking***) |             |
| <b>5. MANAGEMENT REPORTS</b>   |             |
| A. Financial Report – August 2020.....   | 7           |
| B. Safety Report – August 2020.....  | 38          |
| C. Harbormaster Report – August 2020.....  | 39          |
| D. Port Manager Report – August 2020.....  | 43          |
| ***Sample motion: Motion to approve management reports for August 2020 as discussed.***  |             |
| <b>6. ACTION ITEMS</b>   |             |
| A. South Coast Lumber Opportunities.....   | 54          |
| B. Resolution No. 544 POBH By-Laws.....  | 56          |
| C. Public Contracting Rules – Selection Process for Architect & Engineer.....  | 79          |
| D. EMC Engineers and Scientists Contract Amendment No. 1.....  | 84          |
| E. Tank Testers Service Contract – Fuel Dock Project.....  | 86          |
| F. ***Added Action Item*** Art at the Port   |             |
| <b>7. INFORMATION ITEMS</b>  |             |
| A. Pacific Ocean Harvesters Lease Request.....   | 94          |
| B. Fueling During Construction in October-November.....  | 96          |
| C. ***Added Information Item*** The Bell & Whistle Coffee Shop   |             |
| <b>8. COMMISSIONER COMMENTS</b>  |             |
| <b>9. NEXT REGULAR MEETING DATE</b> – Tuesday, October 20, 2020 at 6:00pm  |             |
| <b>10. ADJOURNMENT</b>   |             |

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 at 541-469-2218.

# ACTION ITEM – F

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**DATE:** September 15, 2020  
**RE:** Art at the Port  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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## OVERVIEW

- This year was the first year of Art at the Port 2020 and was a success even during the COVID-19 Pandemic.
- Art at the Port organizers are requesting to hold second annual Art at the Port 2021 next year.

## DOCUMENTS

- Art at the Port Sponsored Awards, 2 pages

## COMMISSIONER ACTION

- **Recommended Motion**  
Motion to approve Art at the Port 2021 for next year.

# ART at the PORT 2020

## Sponsored Awards



Oregon South Coast Fishermen Award  
De'De' Nicolls—Brookings

# THANK YOU!

For Sponsoring  
An Award for an  
ART at the PORT Artist



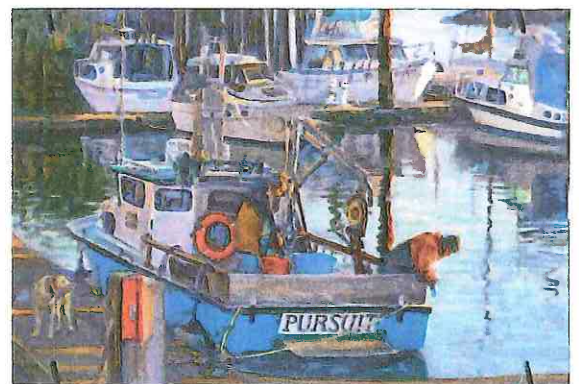
Curry Equipment Award  
Liam Christensen—Brookings



Pelican Bay Arts Association Award  
Linda Cowie—Brookings



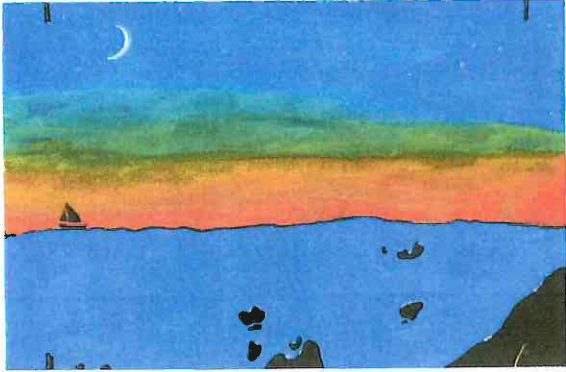
Fred Meyer Award  
Janeen Vick — Brookings



Port Commissioners Award  
Linda Stevenson — Gold Beach

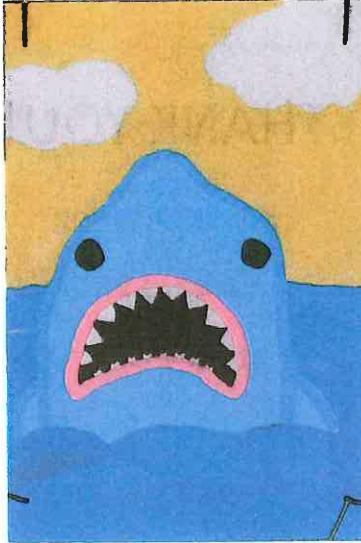
# ART at the PORT 2020

## Youth People's Choice Awards



1st Place—\$100

Grace "Gigi" Eldred — Brookings



2nd Place—\$50

Maize Martinez — Gold Beach



3rd Place—\$25

Dakota Smithers — Brookings

## Teen People's Choice Awards



1st Place — \$100

Abby Conduracki — Brookings

## AWARDS SHOW

All Award Winning ART at the PORT paintings will be hung at Manley Art Center, October 6 to October 31, and will be featured at the Brookings Second Saturday Art Walk on October 10 from 3 to 6 pm.

## Adult People's Choice Awards



1st Place—\$100

Linda Stevenson — Gold Beach



2nd Place—\$50

Linda Stevenson — Gold Beach



3rd Place—\$25

Nola Range—Brookings

## INFORMATION ITEM – C

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**DATE:** September 15, 2020  
**RE:** The Bell & Whistle Coffee Shop  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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### OVERVIEW

- The Port received information from the current owner that the business is being sold.
- Consent to Assignment & Assumption of Lease may be needed to transfer the lease. Port legal counsel was informed of this information and will proceed as necessary.

### DOCUMENTS

- Email from Misty Crawford, 1 page

**portmanager@portofbrookingsharbor.com**

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**From:** Misty Crawford  
**Sent:** Monday, September 14, 2020 1:43 PM  
**To:** portmanager@portofbrookingsharbor.com  
**Subject:** Bell & Whistle Lease

Hello Gary,

Sorry, I was trying to get this email out sooner, but life.

I'm selling the Bell & Whistle Coffee House on 10/1/20. I've given the new owners a copy of my current lease so they can review and decide if they want to renew and/or modify the lease.

Yes, the garbage was the last straw for this business mom during a Pandemic year.

You know how to reach me if you have questions.

Thanks for everything,

Misty Crawford  
The Bell & Whistle Coffee House