MINUTES OF THE REGULAR BOARD MEETING
OCTOBER 16TH, 2018

1805 Meeting called to order by President Tom Calvanese, Commissioners in attendance; David Bassett, Sam Scaffo, Gary Anderson & Brett Webb. Steve Courtier took minutes.

1806 **Unlisted Items:** Commission – GA requested executive session for real estate and legal correspondence; Staff – None

1807 **Public Comment:** None

1807 **Approval of Minutes:** DB motioned to approve the September 18th, 2018 Regular Board Meeting Minutes with corrections, SS seconded, discussion, motion passed, unanimous. BW motioned to approve the October 2nd, 2018 Special Board Meeting minutes, GA seconded, discussion, motion passed, unanimous.

1810 **Managers Report** – SC gave a brief rundown on repairs at the port

1818 **New Business:** - FY 17/18 Draft Audit – The port’s financial auditor Connie Huntsman presented the board with the FY 17/18 draft audit. Some recommendations were the implementation of a debit/credit card system to allow customers to pay using card, collections on accounts payable were up, expenses were higher than the previous year’s primarily because of deferred maintenance, FY 19 is our last payment for our G.O. Bond, and she stated that this year’s financial report represents the port’s true financial position. She also stated that the port is well along the way to bringing budgeting harmony to State & Federal regulations. Commissioner Bassett requested that four items be added to the final audit. 1) that the port continue to pay off its debt, 2) that the port keep up with categorizing its expenditures, 3) keep track of rising revenue, and 4) that these items be integrated into the final audit summary.

1907 Break

1915 Return from Break

1915 **Old Business:** - A) Redevelopment Project – Annie Donnelly presented to the board several items including the project planning status, project funding, planning strategy’s, the port’s financial status, and the “open house.”

2050 Commissioner Bassett motions to proceed to alleviate the hazard of loose boulders pointed at our electric room. GA seconded. Discussion. DB withdraws his motion. SS addresses the commission and says that it is absolutely imperative that the board go into executive session. SS also mentioned that the tsunami evacuation routes leading out of the port should not be a topic of argument along with the Cascadia event. This discussion should be addressed at a later point in time. The board needs to prepare for the “open house” event.

2102 **Executive Session** – Real Estate & Legal Correspondence.

2130 Board goes into recess until the special board meeting on Tuesday, October 23rd 2018, at 5pm.
CONTINUATION OF REGULAR BOARD MEETING FROM OCTOBER 16TH, 2018

10/23/2018

1715  TC reconvened the Regular Board Meeting from October 16th, 2018, still in executive session.

1722  Out of executive session

1723  GA motions to have SC as the “point person” for all correspondence and distribute correspondence accordingly. SS seconded, motion passed; SS, GA, BW – Yes; TC & DB – No.

1745  GA motions to have the PM renegotiate the lease with CalShel from a monthly lease to a five year lease. SS seconded, discussion, motion did not carry. GA – Yes; TC, SS, BW, & DB – No.

1801  Open House Preparation.

1926  **Meeting Reports** – None

1927  **Finances**: - None

1928  **Future Agenda Items**: None

1930  Meeting Adjourned.