



MINUTES OF 1/15/2019 REGULAR PORT COMMISSION MEETING

The Agenda having been properly posted, Chairman Davila called the meeting to order at 10:00 AM on Tuesday, January 15, 2019. Members attending were Steve Wilson and Mike McGuire. City Staff that were attending were City Manager Bill DiLibero, City Engineer Jody Weaver, Finance Director Sandra Mason, Harbor Master Jim Rudellat and Amber Jackson. Visitors in attendance were Representative of G&W Engineering Brian Novian, Urban Engineering Representative Tom Schmidt, Miller Seafood Representative Curtis Miller, Representative of Cable One David Hilarides, and Councilwoman Jan Regan.

1. CONSENT AGENDA:
 - a. MINUTES OF REGULAR MEETING DECEMBER 18, 2018.
2. REPORTS
 - a. TARIFF REPORT
 - b. ACCOUNT AGING REPORT
 - c. REVENUE AND EXPENSE REPORT- Items should be coming in around 25%.
 - d. BALANCE SHEET- No new updates
 - e. PAYMENT REPORT- Request to separate out Community Room rental in Nautical Landings Building.
3. RECEIVE REPORTS FROM STAFF REGARDING CITY HARBOR AND LEASES.

There have been issues with the electricity at Evelyn's. They finished fixing it on Friday the 11th. There was also a water leak they are working to fix as well and the Evelyn's can open back up. Boats were parked down at City Harbor. The Harbor Master was working to get them out by Thursday the 17th.

No action necessary.
4. RECEIVE REPORTS FROM STAFF REGARDING THE STATUS OF NAUTICAL LANDINGS MARINA, REPAIRS TO MARINA, AND LEASES.

Penner Electric is almost finished. Need to come out to tend to some final touch ups. Prebid conference on the 16th. Bids are due on the 24th by 2:30 pm.

Two boats appealed the court ruling. Continuing to work towards eviction.
5. DISCUSS BREAKWATER AT NAUTICAL LANDINGS MARINA.

Hazard Mitigation was submitted for breakwater on January 7th.
6. RECEIVE REPORTS FROM STAFF REGARDING THE STATUS OF NAUTICAL LANDINGS BUILDING AND LEASES.

Topnotch Services is working on the doors.

Motion made by Commissioner McGuire to have G&W Engineers do a structural assessment of deck at Nautical Landings Building. Seconded by Commissioner Wilson.

Motion carries.

7. RECEIVE REPORT FROM THE CITY MANAGER ON THE STATUS OF THE PURCHASE OF SMITH HARBOR AND ASSOCIATED PROPERTIES AND REQUIRED LEASE TERMS WITH PURCHASE OF PROPERTY.
No action necessary.
8. DISCUSS QUOTE FOR SURVEY OF SMITH HARBOR.
Motion made by Commissioner Wilson to survey the property as soon as we acquire it. Seconded by Commissioner McGuire.
Motion carries.
9. RECEIVE REPORTS FROM STAFF REGARDING HARBOR OF REFUGE.
Prestige is going to have their property cleaned up by the 19th.
The City Manager and Harbor Master to follow up on the issues with dock space.
Design for the Bulkheading on its way.
No action necessary.
10. DISCUSS TARIFFS AND RENTAL RATES.
Tariffs were approved at the last Council Meeting effective January 15th.
No action necessary.
11. DISCUSS CABLE ONE LEASE AND SHORT FAULTS.
City Staff to follow up with Cable One to see if we can resolve this.
No action necessary.
12. REVIEW TO DO LIST. TAKE ANY ACTION DEEMED NECESSARY.
No action taken.
13. GENERAL COMMENTS FROM COMMISSIONERS.
Motion made by Commissioner McGuire to contact RLB Contracting. If they do not sign their lease and pay the rent they owe by February 1st, bump their rates 10%. Seconded by Commissioner Wilson.
Motion carries.
Motion made by Commissioner McGuire to establish a master service agreement with various engineers which will allow Port Commission to approve task orders for general Port Commission projects. Seconded by Commissioner Wilson.
Motion carries.

ADJOURN

A motion was made by Commissioner Wilson to adjourn the meeting. It was seconded by Commissioner McGuire. The meeting was adjourned at 11:40 AM.