

PORT OF BROOKINGS HARBOR
Commission Workshop Meeting
Thursday, June 10, 2021 • 3:00pm
Teleconference / Meeting Room (limited capacity)

Teleconference Call-In Number: 1 (253) 215-8782

Meeting ID: 771 205 4017

Passcode: 06102021

(to mute/unmute: * 6)

TENTATIVE AGENDA

- | | PAGE |
|---|-------------|
| 1. CALL MEETING TO ORDER | |
| • Roll Call | |
| • Modifications, Additions, and Changes to the Agenda | |
| • Declaration of Potential Conflicts of Interest | |
| 2. APPROVAL OF AGENDA | |
| 3. PUBLIC COMMENTS – (Limited to a maximum of three minutes per person. Please email your comments to portmanager@portofbrookingsharbor.com prior to the meeting. ***Please <u>wait to be called on</u> before speaking***) | |
| 4. CURRY COUNTY STORM DRAIN MASTER PLAN PROJECT
Presented by Richard Christensen, County Roadmaster and Christopher Paasch, County Commissioner | |
| 5. INFORMATION ITEMS | |
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| 6. COMMISSIONER COMMENTS | |
| 7. NEXT REGULAR MEETING DATE – Tuesday, June 15, 2021 at 6:00pm | |
| 8. ADJOURNMENT | |

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.

INFORMATION ITEM – 4

DATE: June 10, 2021
RE: Curry County Storm Drain Master Plan
TO: Honorable Board President and District Board Members
ISSUED BY: Richard Christensen, County Roadmaster and Christopher Paasch,
County Commissioner

OVERVIEW

- A review of the County and Port stormwater concerns, projects and permitting compliance.

DOCUMENTS

- Task Order 24, Curry County Storm Drain Master Plan, 7 pages
- Photos of storm drain outlet debris in the basins, 4 pages

TASK ORDER 24
Curry County Road Department
Curry County Storm Drain Master Plan

Services for this Task Order will be performed and billed on a time and materials basis, in accordance with the conditions of the Professional Services Contract between Curry County and The Dyer Partnership, Engineers and Planners Inc. dated June 27, 2019.

SCOPE OF WORK: Provide a Storm Drain Master Plan for Curry County.

FOUNDATION: The County has experienced ongoing issues with their existing storm drain systems that serve the overall county. Certain areas within the county have experienced storm drain overflows in undersized storm drain pipes or pipes with significant sediment build-up as well as failure of CMP pipes due to corrosion. To be able to address removal of the sediment buildup in the existing pipes, the County will need to secure permits from affected agencies. The resultant overland flooding has caused significant damage to both public and personal properties throughout the County. To help the County outline a proactive solution to the address the aging and deficient storm drain system, the County is continuing to develop an overall GIS data base of the existing storm drain system of the overall County. The master plan will also provide a basis for future development areas within the County in areas where new development is occurring.

SCOPE OF ENGINEERING SERVICES

The County needs engineering services for developing the storm drain master plan. Engineering services include:

Coordination

- Coordinate with County staff, Port of Brookings-Harbor, and affected agencies.
- Conduct onsite review meetings (3 total) with County staff and council. Arrive at concurrence on such things as priority areas, possible re-direction of storm water flows to other basins to alleviate deficient downstream components.

Overall Study Parameters

- Chapter 1 – Introduction: provide background and need.
- Chapter 2 - Study area: includes climate, drainage courses, topography and soils and flooding hazards.
- Chapter 3 - Existing system: describe overall system including utilizing the County's GIS database. Assist County in obtaining data on overall existing system. Provide up to 100 hours of survey crew time to obtain pipe slopes on the existing key storm drain segments. The overall system will not include existing storm drain systems located within cities or US Highway 101 rights-of-way.

- Chapter 4 – Planning Criteria: include federal and state regulations that pertain to storm water systems, local ordinances, storm drain ordinances for development. Review pretreatment needs for implementation including use of sediment basins.
- Chapter 5 – Hydrological Analysis: provide storm frequency, channelization, analysis method, runoff coefficients, rainfall intensity, time to concentration / peak, unit hydrograph and runoff generation reports, hydrograph routing and computer modeling for a 25-year / 50-year storm event based on road category. Analysis will be developed in a two part method. StreamStats will be used to analyze 500-600 specific basins for design flows. HydroCad will be used for site specific analysis on critical storm drain sections using field acquisition data and the County's GIS database.
- Chapter 6 – Storm Drain Model: Evaluate storm drain system for present and built-out conditions. Develop storm drain matrix that identifies deficient pipes and structures based on the County's existing GIS database of the existing culverts. Provide discharge estimates and review possible re-direction of storm water flows away from deficient areas. Provide storm drain alternatives.
- Chapter 7 – Recommended Plan:
 - Outline storm drain improvements. Consider implementation of sediment basins to avoid impacting downstream storm drain components where gravel sediment is impacting capacities.
 - Provide basis for cost estimates including construction-engineering-permitting-legal / administrative.
 - Prioritize improvements and provide cost estimates. Provide possible pre-treatment areas and methods that can be incorporated into the improvements.
 - Identify projects that are likely to require Oregon Division of State Lands or Army Corps of Engineers permits for construction.
 - Identify new and upcoming storm water regulations, permits and funding requirements pertaining to projects that may be constructed by the County.
 - Provide recommendations for the County to update and develop a Storm Water Management Plan to address the Oregon DEQ requirements for Storm Water Management Strategies.
 - Provide stormwater maintenance plan for County's forces to maintain overall system.
 - Attend meetings (3 total) with County Staff to go over the contents and recommendations made in the Storm Drain Master Plan.

Schedule (anticipated)

- Authorized to begin task order –March 2021
- Complete draft report – 12 months (End of March 2022).
- Review period by County -- 1 month (Comments by end of April 2022).
- Complete final report – 1 month (End of May 2022).

Proposed Fee

Services will be performed and billed on a time and materials basis, in accordance with the conditions of the Professional Services Agreement and fee listed herein and Attachment A. The fee for these services is not to exceed a maximum \$294,000 including all professional services and reimbursable expenses.

PAYMENT METHOD: Monthly Billing

Curry County Commissioners

The Dyer Partnership
Engineers & Planners, Inc.

Mr. Chris Paasch
Date: _____

Michael Erickson, Sr. V.P.
Date: _____

Mr. Court Boice
Date: _____

Mr. John Herzog
Date: _____

John Huttl, Curry County Counsel
Date: _____

ESTIMATE OF MAN HOURS AND COSTS

DATE: 02-11-21 PROJECT: Curry County Storm Drain Master Plan Part 1 Data Acquisition / Calculations

TASK	MAN HOURS							
	PRIN MGR	PROJ MGR	PROJ ENGR 1	ENGR TECH 2	ENGR TECH 1	DRAFT CAD	SUR CREW	CLER 2
Coordination and Meetings								
1: Coordination	8	20						
2: Kickoff Meeting/Site Visit	8	10						
3: Draft report reviews with County	20	30			8			20
4: Final report presentation	6	10			8			20
Study area parameters								
5: Study area	10	20	20	40				
6: Existing system and base maps	10	20	20	40		20		
7: Planning criteria	4	20		10				
8: Review television inspection tapes	4	10		20				
9: Field Data Acquisition	10	20		10	10		100	
10: Collect Model Storm Inputs/Data		40		30				
TOTAL ESTIMATED HOURS	80	200	40	150	26	20	100	40

MATERIAL COSTS	DESCRIPTION OR UNIT	QUANTITY	UNIT COST	TOTAL COST
REPORT				0.00
PHOTOGRAPHS				0.00
COST ESTIMATE				0.00
PLANS AND PRINTS				0.00
SPECIFICATIONS				0.00
OTHER				0.00
TOTAL MATERIAL COSTS	-----			\$0.00

TRAVEL AND PER DIEM	DETAIL	UNIT COST	TOTAL COST
MILEAGE	2000	\$0.56	1,120.00
COMMERCIAL PER DIEM	20	\$51	1,020.00
LOCAL TRANSPORTATION LODGING	10	\$120	1,200.00
TOTAL TRAVEL AND PER DIEM	-----		\$3,340

OTHER SIGNIFICANT COSTS	DETAIL	UNIT COST	TOTAL COST
1ST CONTACT TELEPHONE			
SHIPPING			
REPRODUCTION			
OTHER			
GPS / Robotic Total Station Survey Equipment	10	\$100	1,000.00
TOTAL OTHER SIGNIFICANT COSTS	-----		\$1,000

PREPARED BY: MWE

ESTIMATE OF MAN HOURS AND COSTS

DATE: 02-11-21 PROJECT: Curry County Storm Drain Master Plan Part 2 Hydrological and Modeling

TASK	PRIN MGR	PROJ MGR	MAN HOURS				DRAFT CAD	SURVEY CREW	CLER 2
			PROJ ENGR 1	ENGR TECH 2	DESN				
1: Identify basin layout.	6	30	20			40			
2: Review critical storm crossings	6	20	10	20		20			
3: Review county problem areas	8	20	20	20					
4: Conduct site visits	12	50							
5: Basin Modeling using StreamStats	8	40	100	150					
6: Storm Modeling using HydroCad	8	80	80	100					
7: Evaluating Future Buildout	8	40	40						
8: Stormwater Mgmt. Plan per DEQ	4	20		10				8	
TOTAL ESTIMATED HOURS	60	300	270	300	0	60	0	8	

MATERIAL COSTS	DESCRIPTION OR UNIT	QUANTITY	UNIT COST	TOTAL COST
REPORT				0.00
PHOTOGRAPHS				0.00
COST ESTIMATE				0.00
PLANS AND PRINTS				0.00
SPECIFICATIONS				0.00
OTHER				0.00
TOTAL MATERIAL COSTS				\$0.00

TRAVEL AND PER DIEM	DETAIL	QUANTITY	UNIT COST	TOTAL COST
MILEAGE		0	\$0.56	0.00
COMMERCIAL PER DIEM		0	\$51	0.00
LOCAL TRANSPORTATION LODGING		0	\$100	0.00
TOTAL TRAVEL AND PER DIEM				\$0

OTHER SIGNIFICANT COSTS	DETAIL	QUANTITY	UNIT COST	TOTAL COST
SHIPPING				
REPRODUCTION				
OTHER				
TOTAL OTHER SIGNIFICANT COSTS				\$0

PREPARED BY: MWE

ESTIMATE OF MAN HOURS AND COSTS

DATE: 02-11-21 PROJECT: Curry County Storm Drain Master Plan PART 3: Recommended Plan / Report

TASK	PRIN MGR	PROJ MGR	MAN HOURS					DRAFT CAD	SURVEY CREW	CLER 2
			PROJ ENGR 1	ENGR TECH 2	ENGR TECH 1					
Develop Recommended Plan										
1: Develop alternatives with County	20	50		40			20			8
2: Prepare recommended plan	12	50		30			10			
3: Prioritize projects	18	20								
4: Identify DSL/Corp Waterways	3	30		20			10			
5: Identify New Storm Water Reg's	4	30		8						
6: Stormwater Mgmt. Plan per DEQ	10	30		20						
7: Stormwater Maintenance Plan	10	30		20						
8: Prepare cost estimates	8	100		30						
Prepare Report										
9: Chapters 1 thru 3	4	20		20			8			12
10: Chapters 5 thru 6	4	20		16			8			12
11: Chapter 7	2	20		8			4			8
12: Report Figures	2	10		8			40			8
TOTAL ESTIMATED HOURS	97	410	0	220	0	0	100	0	0	48

MATERIAL COSTS	DESCRIPTION OR UNIT	QUANTITY	UNIT COST	TOTAL COST
REPORT				0.00
PHOTOGRAPHS				0.00
COST ESTIMATE				0.00
PLANS AND PRINTS				0.00
SPECIFICATIONS				0.00
OTHER				0.00
TOTAL MATERIAL COSTS	-----			\$0.00

TRAVEL AND PER DIEM	DETAIL	UNIT	UNIT COST	TOTAL COST
MILEAGE	miles		\$0.56	0.00
COMMERCIAL PER DIEM	days		\$51	0.00
LOCAL TRANSPORTATION	nights		\$100	0.00
LODGING				
TOTAL TRAVEL AND PER DIEM	-----			\$0

OTHER SIGNIFICANT COSTS	DETAIL	TOTAL COST	
1ST CONTACT TELEPHONE			
SHIPPING			
REPRODUCTION			
OTHER			
TOTAL OTHER SIGNIFICANT COSTS	-----		\$0

PREPARED BY: MWE

SUMMARY

BREAKDOWN OF PROPOSED FEE

DATE: 02-11-21 PROJECT: Curry County Storm Drain Master Plan

	LABOR		PROJECT		
	RATE \$/HR.	-----1----- HRS. AMOUNT	-----2----- HRS. AMOUNT	-----3----- HRS. AMOUNT	
DIRECT LABOR COSTS:					
PRINCIPLE MANAGER-----	140.00	80 11,200.00	60 8,400.00	97 13,580.00	
PROJECT MANAGER-----	130.00	200 26,000.00	300 39,000.00	410 53,300.00	
PROJECT ENGINEER 1-----	110.00	40 4,400.00	270 29,700.00	0 0.00	
ENGINEER TECH 2 -----	100.00	150 15,000.00	300 30,000.00	220 22,000.00	
ENGINEER TECH 1 -----	90.00	26 2,340.00	0 0.00	0 0.00	
DRAFTER	85.00	20 1,700.00	60 5,100.00	100 8,500.00	
SURVEY CREW	145.00	100 14,500.00	0 0.00	0 0.00	
CLERICAL 2-----	52.00	40 2,080.00	8 416.00	48 2,496.00	
TOTAL DIRECT LABOR COSTS:		\$77,220	\$112,616	\$99,876	

DIRECT PROJECT EXPENSES				
A. MATERIAL COSTS (BREAKDOWN ATTACHED)		0.00	0.00	0.00
B. TRAVEL & PER DIEM (BREAKDOWN ATTACHED)		3,340.00	0.00	0.00
C. OTHER SIGNIFICANT COSTS (BREAKDN ATTACHED)		1,000.00	0.00	0.00
D. ADMINISTRATIVE FEE \$0 % OF A,B,&C		0.00	0.00	0.00
TOTAL OF: A THROUGH D		\$4,340.00	\$0.00	\$0.00

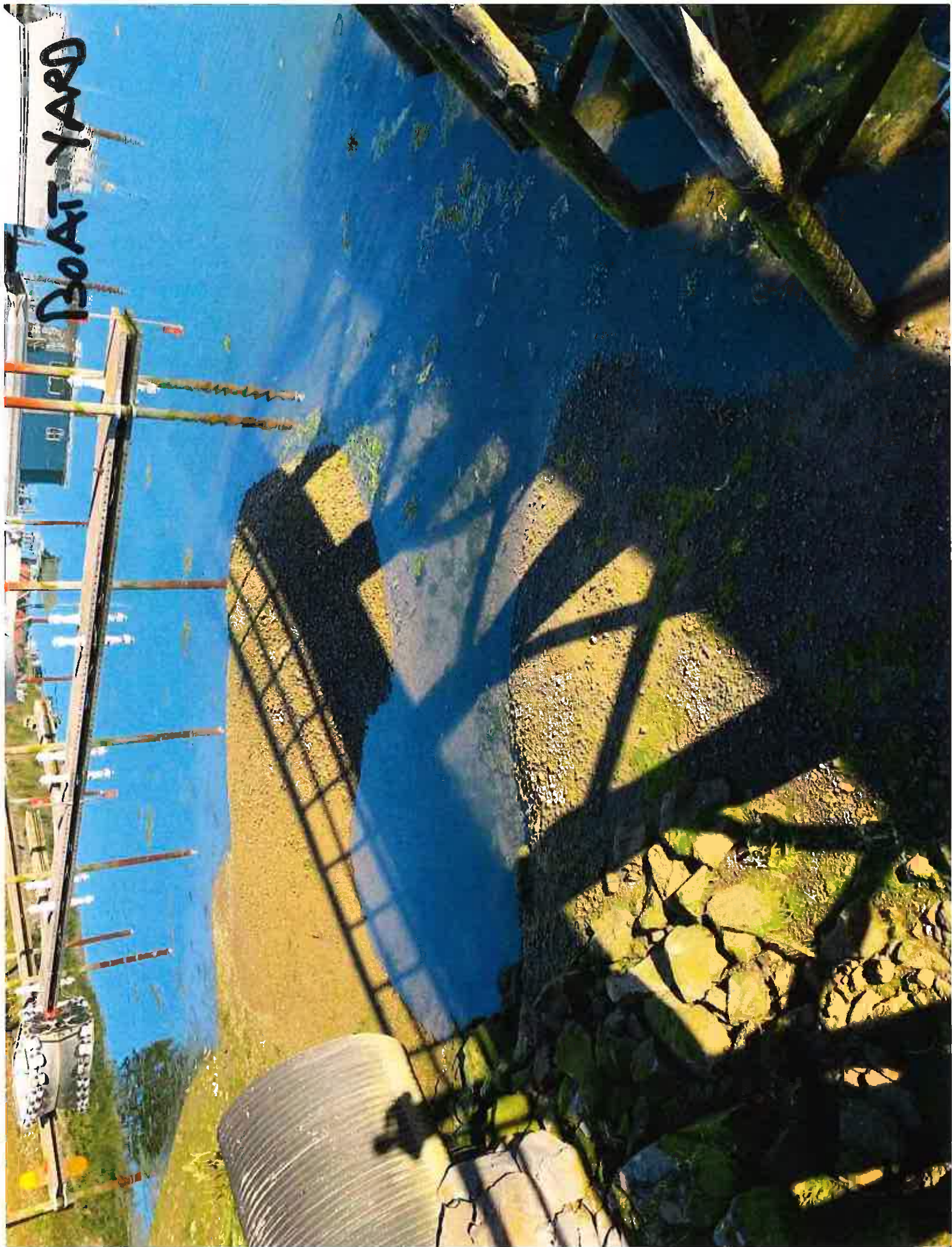
TOTAL FEE (PER PHASE): \$81,558 \$112,592

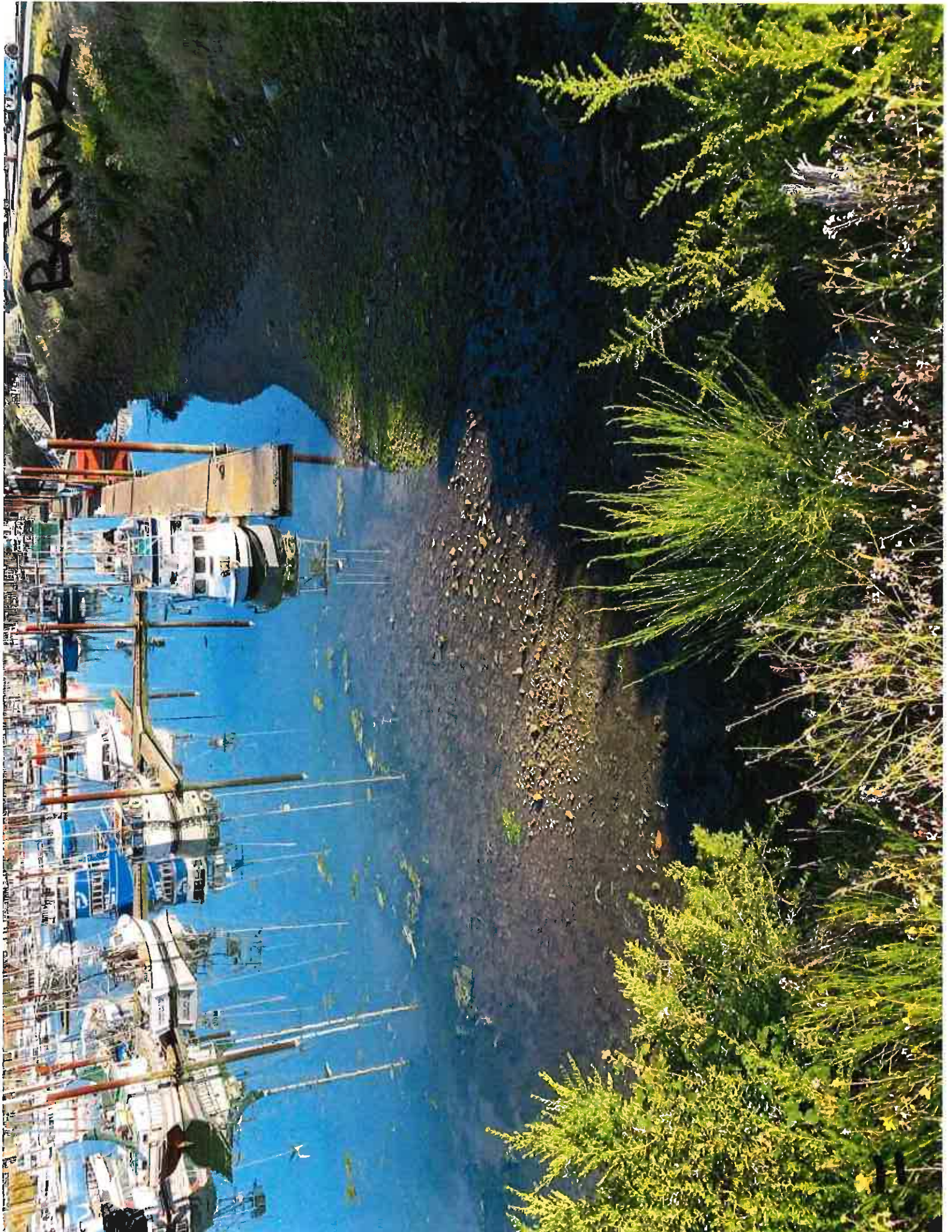
Part 1:	Data Acquisition / Calculations	\$81,534
Part 2:	Hydrological and Modeling	\$112,586
Part 3:	Recommended Plan / Report	\$99,876

Total Tasks 1,2 + 3 \$293,996

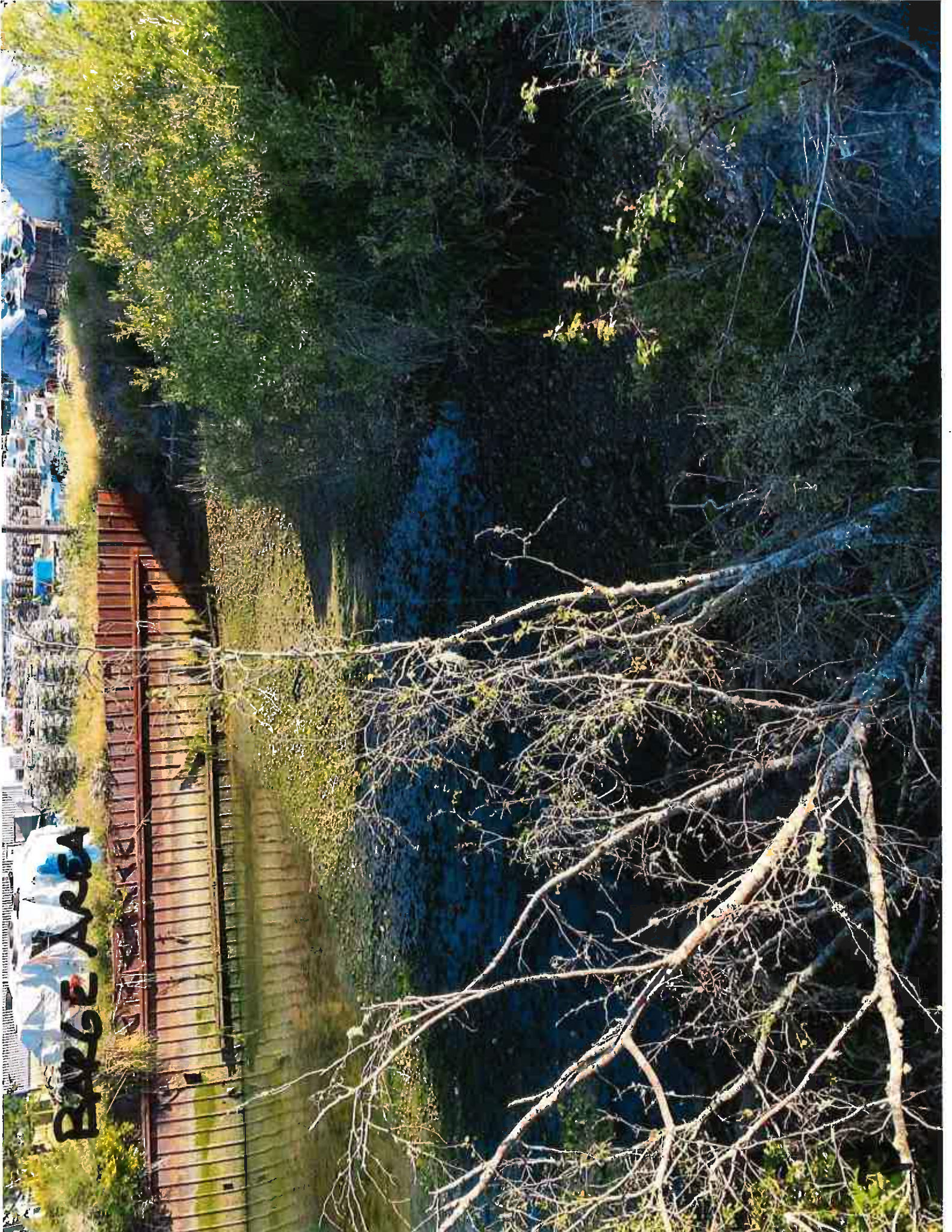
PREPARED BY: MWE

BOAT YARD



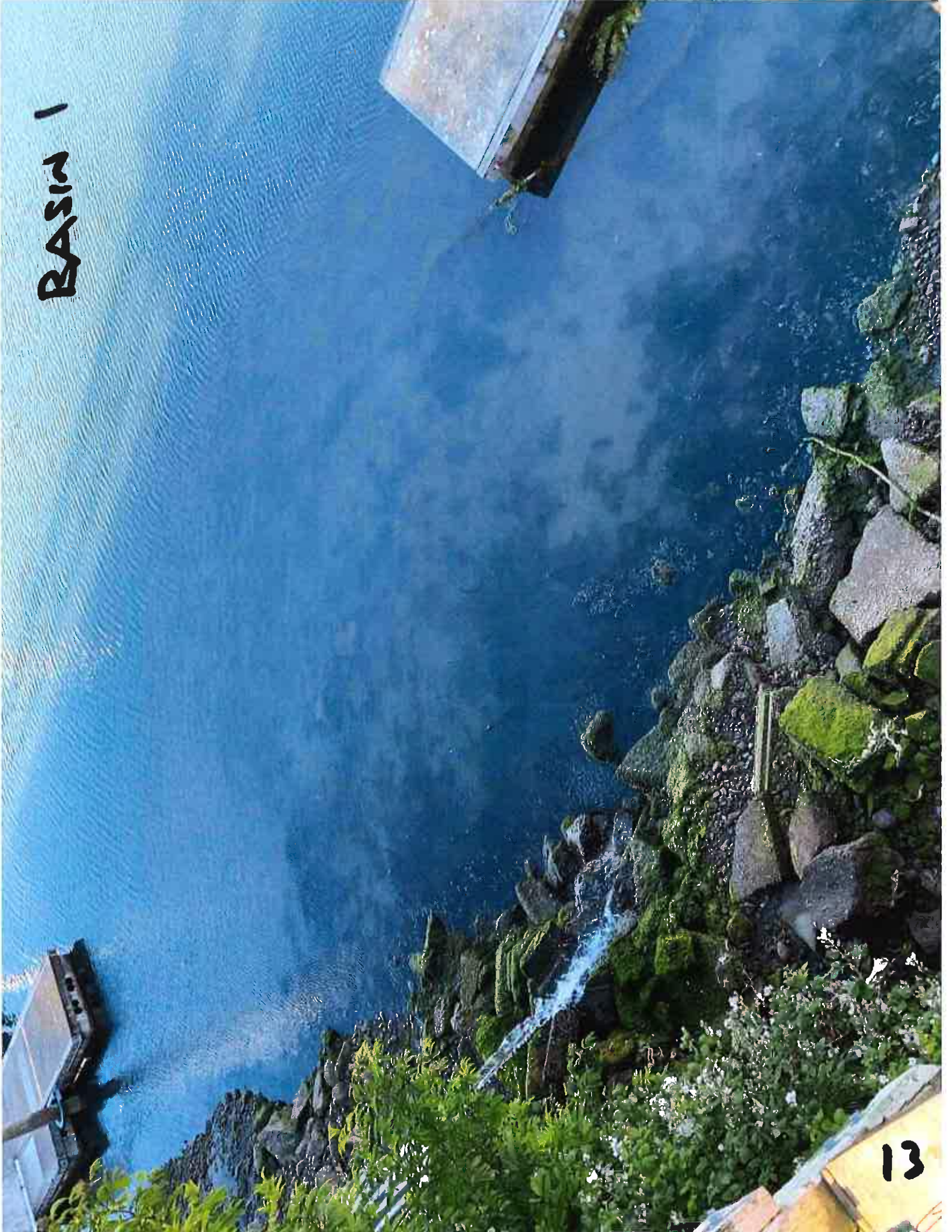


BASIND



Belle Vista

BASIN 1



INFORMATION ITEM – A

DATE: June 10, 2021
RE: Supplemental Budget FY 2020-21
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- The governing body of any municipal corporation, under certain circumstances, may make a supplemental budget for the fiscal year for which the regular budget has been prepared. Generally, these circumstances involve unanticipated resources or occurrences that require additional appropriation authority.
- Supplemental budgets may involve changes that increase the appropriation of any fund by 10% or more of the total current appropriation. By law, a notice of the date and time of a public hearing on the proposed supplemental budget must be published in a local newspaper. In addition, the public notice must contain summary information describing the new revised fund totals. For increases to funds of less than 10%, publication of the changes in revenues and expenditures is required, but no public hearing must be held. The governing body may adopt these changes simply by resolution. Transfers of appropriation authority between appropriation categories within a fund do not require a supplemental budget process, a public hearing or publication. They may be accomplished through governing body resolution at any time during the year.
- In the General Fund, revenues changed based on current financial data:
 1. Interest reduced by \$1,070.
 2. Admin / Marina / Moorage & Storage was increased by \$120,000.
 3. Beachfront RV Park was increased by \$229,000.
 4. Fuel Dock was reduced by \$100,000.
 5. Miscellaneous was increased by \$20,348. We are expecting reimbursement from OSMB for demolition of two delict boats and possible sale of abandon boats.
 6. Grant & Other funding was increased by \$5,000.
- In the Debt Service Fund, updated data from the Business Oregon refund during the COVID relief agreement.
- In the Capital Projects Fund, updated data based on the current status on the FEMA projects and completed Fuel Dock Project costs.
- A budget hearing meeting will be conducted prior to the regular commissioner meeting for review and allow public comments on budget changes.
- After supplemental budget changes are approved, a resolution is needed to memorialize the approval.

DOCUMENTS

- Draft Resolution No. 2021-05, Resolution Adopting the Supplemental Budget FY 2020-21, 2 pages
- Supplemental Budget Details, 10 pages

RESOLUTION No. 2021-05

DRAFT

RESOLUTION ADOPTING THE SUPPLEMENTAL BUDGET

BE IT RESOLVED that the Board of Directors of the Port of Brookings Harbor hereby adopts the supplemental budget for fiscal year 2020-21 in the amount of \$6,460,808. This supplemental budget is now on file at 16330 Lower Harbor Road, Brookings Oregon or on the Port of Brookings Harbor website: <https://www.portofbrookingsharbor.com/>.

GENERAL FUND

Revised Total Resources \$4,112,000 for revenue adjustments for the following; Program Revenues: Administration/Moorage \$760,000, Beachfront RV Park \$800,000, Fuel Dock \$530,000 and General Revenues: Miscellaneous \$50,000 and Grants & Other Funding \$105,000. Decrease interest to be received \$2,500. Revised Total Requirements \$4,112,000 for the following: Increase Personnel Services to \$776,554 for adjustment in SEP IRA and Payroll Taxes. Increase Materials and Services to \$1,578,772. Increase to Total Appropriations \$3,832,000. Increase Unappropriated Ending Fund Balance to \$280,000.

DEBT SERVICE FUND

Revised Total Resources \$465,885. Increase Cash Carryover to \$96,102. This increase represents the refund of 2nd quarter 2020 IFA Loan Payment received in July 2020. Increase principal to \$362,500 to pay 2nd quarter 2020 IFA Loan Payment. Revised Total Requirements \$465,855.

RV PARK IMPROVEMENT DEBT SERVICE FUND

No adjustments to RV Park Improvement Debt Service Fund. Total Resources \$52,908. Total Requirements \$52,908.

CAPITAL PROJECTS FUND

Revised Total Resources \$753,000. Increase State Lottery Funds received for Project No. C20190375 Dock Repair and Improvement to \$586,000. Decrease FEMA matching funds to \$0. The matching funds are to be received at a later date. Decrease requirement \$14,000 for Project No. C20190375 Dock Repair and Improvement to \$631,000 based on actuals. Revised Total Requirements \$753,000.

PORT CONSTRUCTION FUND

No adjustments to Port Construction Fund. Total Resources \$689,000. Total Requirements \$689,000.

RESERVE FUND

No adjustments to Reserve Fund. Total Resources \$157,000. Total Requirements \$157,000.

RESOLUTION MAKING APPROPRIATIONS

General Fund

	Existing	Changes	Adjusted
<u>Port Operations</u>			
Total Port Operations.....	2,383,048	38,278	2,421,326
<u>Not Allocated to General Port Operating Fund</u>			
Transfers Out.....	1,334,311	-	1,334,311
Contingency.....	76,363	-	76,363
Subtotal.....	1,410,674	-	1,410,674
Total Appropriations	3,793,722	38,278	3,832,000
Total Unappropriated and Reserve Amounts	45,000	235,000	280,000
General Fund Total Requirements	3,838,722	273,278	4,112,000

Revenue Bond Debt Service Fund

Total Appropriations	130,120	-	130,120
Total Unappropriated and Reserve Amounts	100,395	-	100,395
Revenue Bond Debt Service Total Requirements ..	230,515	-	230,515

Debt Service Fund

Total Appropriations	368,283	72,500	440,783
Total Unappropriated and Reserve Amounts	25,102	-	25,102
Debt Service Total Requirements	393,385	72,500	465,885

RV Park Improvement Debt Service Fund

Total Appropriations	52,908	-	52,908
Total Unappropriated and Reserve Amounts	-	-	-

Capital Projects Fund

Capital Outlay.....	765,000	(14,000)	751,000
Total Appropriations	765,000	(14,000)	751,000
Total Unappropriated and Reserve Amounts	2,500	-	2,500
Capital Projects Total Requirements	767,500	(14,000)	753,500

Port Construction Fund

Capital Outlay.....	689,000		689,000
Total Appropriations	689,000	-	689,000
Total Unappropriated and Reserve Amounts	-	-	-

Reserve Fund

Capital Outlay.....	-		-
Total Appropriations	-	-	-
Total Unappropriated and Reserve Amounts	157,000	-	157,000

Total APPROPRIATIONS, All Funds	5,799,033	96,778	5,895,811
Total Unappropriated and Reserve Amounts, All	329,997	235,000	564,997
TOTAL ADOPTED BUDGET	6,129,030	331,778	6,460,808

The above resolution statements were approved and declared adopted on June 15, 2021.

ATTEST:

X _____
Richard Heap, President

X _____
Sharon Hartung, Treasurer/Secretary



Supplemental Budget June 15, 2021

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RESOURCES
GENERAL FUND

Part of Brookings Harbor

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2020-21			
	Actual		Adopted Budget This Year Year 2019/20		Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res.	Supplemental Budget 06/15/2021	
	Second Preceding Year 2017/18	First Preceding Year 2018/19						
1	107,287	167,030	285,000	Cash Carryover	60,000	319,000	319,000	1
2	14,343	6,767	9,000	Previously levied taxes estimated to be received	9,500	9,500	9,500	2
3	1,400	6,211	7,304	Interest	3,570	3,570	2,500	3
4		656,985	795,500	Interfund Transfer from Capital Projects	-	-	-	4
5				OTHER RESOURCES	-	-	-	5
6	558,401	723,837	654,707	Administration/Marina/Moorage & Storage	675,255	640,000	760,000	6
7	573,446	594,985	606,869	Beachfront RV Park	546,700	571,000	800,000	7
8	90,249	85,856	93,974	Boatyard	120,720	70,000	70,000	8
9	517,939	504,262	519,402	Commercial Retail	515,000	515,000	515,000	9
10	480,047	621,242	844,000	Fuel Dock	900,000	630,000	530,000	10
11	8,330	7,629	8,926	Land Use Events	8,540	-	-	11
12					-	-	-	12
13					-	-	-	13
14	79,427	51,908	5,066	Asset Sales	6,000	6,000	6,000	14
15	81,854	25,216	20,657	Miscellaneous	29,652	29,652	50,000	15
16	100,000		700,000	Long Term Debt Borrowings	715,000	700,000	700,000	16
17				Grants & Other Funding	100,000	100,000	105,000	17
18					-	-	-	18
19					-	-	-	19
20					-	-	-	20
21					-	-	-	21
22					-	-	-	22
23	2,612,723	3,451,928	4,550,405	Total resources, except taxes to be levied	3,589,937	3,593,722	3,867,000	23
24			225,000	Taxes estimated to be received	230,000	245,000	245,000	24
25	223,279	229,043		Taxes collected in year levied				25
26	2,836,002	3,680,971	4,775,405	TOTAL RESOURCES	3,819,937	3,838,722	4,112,000	26

(1,070) adjustment based on actuals

120,000 adjustment based on actuals
229,000 adjustment based on actuals

(100,000) adjustment based on actuals

estimated reimbursement to be received from OSMB & other
20,348

5,000 adjustment based on actuals

273,278 Total increase in Resources

**REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND**

Port of Brookings Harbor

FORM
LB-30

Line Item	Historical Data				Adopted Budget This Year 2018/20	Budget For Next Year 2020-21				Supplemental Budget 06/15/2021
	Actual		First Preceding Year 2018/19			Adopted Budget 12/15/2020 Res. No. 549		Supplemental Budget 06/15/2021		
	Second Preceding Year 2017/18	First Preceding Year 2018/19	Second Preceding Year 2017/18	First Preceding Year 2018/19		Res. No. 540	Res. No. 549	Res. No. 540	Res. No. 549	
PERSONNEL SERVICES										
1	89,300	45,436	84,018		84,500		84,500		84,500	1
2	84,970	126,196	153,838		116,465		116,465		116,465	2
3	40,297	36,356	46,585		48,194		48,194		48,194	3
4	129,087	131,145	248,577		192,838		256,620		256,620	4
5	16,520	8,602	10,828		6,143		10,000		10,000	5
6	112,935	122,339	157,710		129,350		144,765		160,000	6
7	22,895	3,748	14,205		18,920		18,920		18,920	7
8	59,898	64,768	85,964		63,695		81,855		81,855	8
9	567,342	540,690	801,725		650,075		738,339		776,554	9
10	9	9	13		9.5		10.5			10
TOTAL PERSONNEL SERVICES										
MATERIALS AND SERVICES										
11	12,051	14,038	12,928		14,105		14,105		14,105	11
12	282,518	305,244	556,284		288,372		342,596		432,000	12
13	414,282	530,615	750,000		800,000		560,000		480,000	13
14	272,987	266,928	281,292		319,488		319,488		319,488	14
15	44,290	69,526	40,000		61,011		61,011		61,011	15
16	26,404	32,418	35,131		34,818		34,818		49,918	16
17	2,685	2,691	11,500		10,162		10,162		10,162	17
18	34,333	35,020	29,317		12,085		12,085		12,085	18
19	18,438									19
20	15,000									20
21	86,243	93,503	89,841		86,996		86,996		100,108	21
22	105,980	105,803	114,570		87,483		97,483		100,000	22
23	1,315,869	1,461,787	1,914,963		1,708,495		1,556,709		1,578,772	23
TOTAL MATERIALS AND SERVICES										
CAPITAL OUTLAY										
24										24
25	143,227	16,736								25
26	20,553									26
27			30,000							27
28										28
29										29
30			50,000		715,000		49,000		49,000	30
31							5,000		6,000	31
32							11,000		11,000	32
33	163,780	16,736	80,000		715,000		66,000		66,000	33
34	2,046,991	2,009,113	2,796,688		3,083,570		2,385,048		2,421,326	34
TOTAL ALLOCATED REQUIREMENTS										
REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS										
GENERAL FUND per Department Totals										
35										35
36	1,095,109	1,023,767	1,318,995		1,103,530		1,327,008		1,450,286	36
37	224,937	220,421	316,067		919,660		204,660		219,660	37
38	105,514	55,284	116,014		84,428		84,428		84,428	38
39	170,180	101,214	226,489		132,218		132,218		132,218	39
40	446,046	606,089	814,615		841,114		652,114		592,114	40
41	5,205	2,328	4,507		2,620		2,620		2,620	41
42										42
43										43
44	2,046,991	2,009,113	2,796,688		3,083,570		2,383,048		2,421,326	44
TOTAL ALLOCATED REQUIREMENTS										
REQUIREMENT INCREASE										
Total Allocated Requirement Increase										

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND

Port of Brookings Harbor

Historical Data			Budget For Next Year 2020-21		
Actual	Adopted Budget This Year Year 2019/20	REQUIREMENTS DESCRIPTION	Adopted Budget 05/15/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 545	Supplemental Budget 05/15/2021
		REQUIREMENTS DESCRIPTION			
		PERSONNEL SERVICES NOT ALLOCATED			
		1			
		2			
		3			
		4			
		5			
		6			
		7			
		8			
		9			
		10			
		11			
		12			
		13			
		14			
		15	130,120	130,120	130,120
		16	397,248	427,247	368,283
		17	625,000	75,000	52,908
		18			
		19	125,200	75,000	75,000
		20	1,275,568	1,334,311	1,334,311
		21	10,149	35,000	76,363
		22	1,288,717	691,367	1,410,674
		23	2,796,688	3,083,570	2,421,326
		24	4,085,405	3,774,837	3,832,000
		25	690,000	45,000	280,000
		26	2,836,002	3,819,937	4,112,000
		TOTAL PERSONNEL SERVICES			
		TOTAL FULL-TIME EQUIVALENT (FTE)			
		MATERIALS AND SERVICES NOT ALLOCATED			
		5			
		6			
		7			
		8			
		9			
		10			
		11			
		12			
		13			
		14			
		15	130,120	130,120	130,120
		16	397,248	427,247	368,283
		17	625,000	75,000	52,908
		18			
		19	125,200	75,000	75,000
		20	1,275,568	1,334,311	1,334,311
		21	10,149	35,000	76,363
		22	1,288,717	691,367	1,410,674
		23	2,796,688	3,083,570	2,421,326
		24	4,085,405	3,774,837	3,832,000
		25	690,000	45,000	280,000
		26	2,836,002	3,819,937	4,112,000
		TOTAL MATERIALS AND SERVICES			
		CAPITAL OUTLAY NOT ALLOCATED			
		TOTAL CAPITAL OUTLAY			
		DEBT SERVICE			
		TOTAL DEBT SERVICE			
		SPECIAL PAYMENTS			
		TOTAL SPECIAL PAYMENTS			
		INTERFUND TRANSFERS			
		15	130,120	130,120	130,120
		16	397,248	427,247	368,283
		17	625,000	75,000	52,908
		18			
		19	125,200	75,000	75,000
		20	1,275,568	1,334,311	1,334,311
		21	10,149	35,000	76,363
		22	1,288,717	691,367	1,410,674
		23	2,796,688	3,083,570	2,421,326
		24	4,085,405	3,774,837	3,832,000
		25	690,000	45,000	280,000
		26	2,836,002	3,819,937	4,112,000
		TOTAL ORG./PROG. REQUIREMENTS	3,083,570	2,383,048	2,421,326
		Total Appropriations	3,774,837	3,793,722	3,832,000
		UNAPPROPRIATED ENDING FUND BALANCE	45,000	45,000	280,000
		TOTAL REQUIREMENTS	3,819,937	3,838,722	4,112,000

Total Increase in
ORG./PROG Requirements
38,278
Total Increase in
Appropriations
38,278
Increase for ending fund
balance
235,000
Total increase in
requirements
273,278

**RESOURCES AND REQUIREMENTS
REVENUE BOND DEBT SERVICE FUND - USDA**

Bond Debt Payments are for:

- Revenue Bonds or
 General Obligation Bonds

Port of Brookings Harbor

Historical Data		Adopted Budget This Year Year 2019/20	DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget For Next Year 2020-21			
Actual	Second Preceding Year 2017/18			First Preceding Year 2018/19	Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021
Resources							
1	60,044	98,825	1	Cash Carry Over	98,395	98,395	1
2	724	1,880	2	Interest	2,000	2,000	2
3	168,177	167,313	3	Transferred from General Fund	130,120	130,120	3
4	228,945	268,018	4	TOTAL RESOURCES	230,515	230,515	4
Requirements							
Bond Principal Payments							
				Issue Date	Budgeted Payment Date		
5	65,730	69,016	5	November 6, 2000	November 6, 2020	76,112	76,112
6			6				
7	65,730	69,016	7	TOTAL PRINCIPAL		76,112	76,112
Bond Interest Payments							
				Issue Date	Budgeted Payment Date		
8	64,390	61,104	8	November 6, 2000	November 6, 2020	54,008	54,008
9			9				
10	64,390	61,104	10	TOTAL INTEREST		54,008	54,008
				Unappropriated Balance for Following Year By			
				Issue Date	Payment Date		
11		38,000	11	Transfer to Capital Projects RES#506			
12		168,120	12	Total Appropriations		130,120	130,120
13	98,825	99,898	13	UNAPPROPRIATED ENDING FUND BALANCE		100,395	100,395
14	228,945	268,018	14	TOTAL REQUIREMENTS		230,515	230,515

*If this form is used for revenue bonds, property tax resources may not be included.

RESOURCES AND REQUIREMENTS

Debt Service Fund

Debt Payments are for:
 Revenue Bonds or
 General Obligation Bonds

Port of Brookings Harbor

Historical Data		DESCRIPTION OF RESOURCES AND REQUIREMENTS			Budget For Next Year 2020-21	
Actual	First Preceding Year 2017/18	Adopted Budget This Year 2019/20	Adopted Budget 08/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 08/15/2021	
Resources						
1	13,689	24,069	23,602	23,602	96,102	1
2	507	1,025	600	1,500	1,500	2
3	324,617	468,051	397,248	427,247	368,283	3
4						4
5	338,813	493,145	421,450	452,349	393,385	5
TOTAL RESOURCES						
Requirements						
Principal Payments						
		Issue Date		Budgeted Payment Date		
6	864	864	14,500		Monthly	5
7	3,889	12,060	12,808	13,616	Monthly on the 15th	7
8	40,888	42,676	45,202	47,754	Monthly on the 22nd	8
9		9,327		38,529	Monthly	9
10	249,769	344,128	294,500	290,000	Quarterly	10
11				4,800		11
12	295,410	398,728	376,332	394,699		12
TOTAL PRINCIPAL						
Interest Payments						
		Issue Date		Budgeted Payment Date		
13	1,970	5,516	4,773	3,959	Monthly on the 15th	13
14	15,533	13,232	10,706	8,154	Monthly on the 22nd	14
15			5,105	20,436	Monthly	15
16	1,831	3,663			Quarterly	16
17						17
18	19,334	22,411	20,584	32,548		18
TOTAL INTEREST						
		Unappropriated Balance for Following Year By		Payment Date		
19						19
20		50,000				20
21		472,139	396,916	427,247	368,283	21
22	24,069	21,006	24,534	25,102	25,102	22
UNAPPROPRIATED ENDING FUND BALANCE						
23	338,813	493,145	421,450	452,349	393,385	23
TOTAL REQUIREMENTS						

Monies refunded & received in July 2020 for 2nd quarter 2020 IFA 72,500. Loan/Debt Pmt

72,500. Total increase in Resources

72,500. Re-Payment of 2nd QTR QTR 2020

72,500. Total increase in Principal

Total increase in requirements 72,500

RESOURCES AND REQUIREMENTS

FORM
LB-35

RV Park Improvement Debt Service Fund

Debt Payments are for:

- Revenue Bonds or
 General Obligation Bonds

Port of Brookings Harbor

Line Item	Historical Data		DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget For Next Year 2020-21		
	Actual Second Preceding Year 2017/18	Adopted Budget This Year Year 2018/19		Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021
Resources						
1			Cash Carryover		-	
2			Interest		-	
3			Transferred IN from General Fund		52,908	52,908
4						
5			TOTAL RESOURCES		52,908	52,908
Requirements						
Principal Payments						
			Issue Date			Budgeted Payment Date
6			RV Park Restroom/Laundry Facility & Upgrade		34,540	34,540
7						
8			TOTAL PRINCIPAL		34,540	34,540
Interest Payments						
			Issue Date			Budgeted Payment Date
9			RV Park Restroom/Laundry Facility & Upgrade		18,368	18,368
10						
11			TOTAL INTEREST		18,368	18,368
Unappropriated Balance for Following Year By						
			Issue Date			Payment Date
12						
13			Total Appropriations		52,908	52,908
14			UNAPPROPRIATED ENDING FUND BALANCE		-	-
15			TOTAL REQUIREMENTS		52,908	52,908

RESOURCES AND REQUIREMENTS

CAPITAL PROJECTS FUND

Port of Brookings Harbor

Line Item	Historical Data			Adopted Budget This Year Year 2019/20	RESOURCES AND REQUIREMENTS	Budget For Next Year 2020-21		
	Actual					Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021
	Second Preceding Year 2017/18	First Preceding Year 2018/19	Year 2019/20					
1	46,509	3,897	11,000		2,500	2,500	2,500	1
2	350	6						2
3	118,187	794,245	625,000		75,000	75,000	75,000	3
5		38,000						5
6		50,000						6
8	4,785	4,825	4,785		4,825			8
9	270,613	3,591						9
10		3,601						10
11		619,371	182,000					11
12					656,250			12
13					566,250			13
14					1,327,500			14
15					75,000			15
16					850,000	90,000	90,000	16
17						90,000	90,000	17
18		39,244						18
19			600,000		570,000	570,000	586,000	19
20	440,444	1,496,780	1,422,785		4,127,325	767,500	753,500	20
21	205	3,897	4,785		4,825			21
22	401,586	3,296						22
23	33,527	766,257						23
24			5,000		875,000			24
25			5,000		755,000			25
26			10,000		1,770,000			26
27					100,000			27
28						120,000	120,000	28
29		39,244						29
30		1,232	600,000		620,000	645,000	631,000	30
31	1,229	14,933						31
32		357						32
33		656,985	795,500					33
34	436,547	1,486,201	1,420,285		4,124,825	765,000	751,000	34
35	3,897	10,579	2,500		2,500	2,500	2,500	35
36	440,444	1,496,780	1,422,785		4,127,325	767,500	753,500	36

(30,000) matching funds to be received at a later date

16,000 adjustment based on actuals
(14,000) Total increase in Resources

(14,000) adjustment based on actuals

Total increase in
(14,000) Appropriations

Total increase in
(14,000) requirements

RESOURCES AND REQUIREMENTS

Port of Brookings Harbor

Port Construction Fund

	Historical Data			RESOURCES AND REQUIREMENTS	Budget For Next Year 2020-21			
	Actual	Adopted Budget			Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021	
		Second Preceding Year 2017/18	First Preceding Year 2018/19					This Year Year 2019/20
				RESOURCES				
1				1	Cash Carryover	-		1
2				2	Interest	5,000		2
3				3	Interfund Transfer from General Funds	684,000		3
4				4		-		4
5				5	TOTAL RESOURCES	689,000		5
					REQUIREMENTS			
6				6	RV Park Restroom/Laundry Facility & Improvements	689,000		6
7				7		-		7
8				8		-		8
9				9		-		9
10				10		-		10
11				11		-		11
12				12	Total Appropriations	689,000		12
13				13	UNAPPROPRIATED ENDING FUND BALANCE	-		13
14				14	TOTAL REQUIREMENTS	689,000		14

RESOURCES AND REQUIREMENTS

FORM LB-11

Resolution #307 established this fund in 1998 for dock maintenance and future dock replacements. Eg, Land and Buildings (See attached Schedule C)

RESERVE FUND

Port of Brookings Harbor

16	Historical Data			DESCRIPTION	Budget For Next Year 2020-21			
	Actual				Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 5/18/21	
	Second Preceding Year 2017/18	First Preceding Year 2018/19	Adopted Budget This Year Year 2019/20					
1		11,908	24,390	1	130,000	130,000	130,000	1
2	98	521	2,500	2	3,000	3,000	3,000	2
3	11,000	21,473	126,200	3	24,000	24,000	24,000	3
4			-	4			-	4
5			-	5			-	5
6				6				6
7	11,098	33,902	153,090	7	157,000	157,000	157,000	7
				RESOURCES				
8				8				8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14	-	-	-	14	-	-	-	14
15	11,908	33,902	153,090	15	157,000	157,000	157,000	15
16	11,908	33,902	153,090	16	157,000	157,000	157,000	16
				REQUIREMENTS				
8				8				8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16

INFORMATION ITEM – B

DATE: June 10, 2021
RE: Resolution to Adopt FY Budget 2021-2022
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Budget Committee approved the proposed Fiscal Year Budget 2020-2021 at the Budget Committee meeting on May 11, 2021.
- Budget Committee approved the tax rate of 0.1316 per \$1,000.00 upon the assessed value of all taxable property within the district for the tax year 2021-2022 for operating purposes in the General Fund at the meeting on May 11, 2021.
- The next step of the budget process is the Budget Hearing for public comments on the proposed budget on June 15, 2021 at 5:30pm.
- Staff is recommending some changes to the Budget after receiving additional information since the Budget Committee meeting:
 1. Increase RV Park revenues (*based on current financial data*)
 2. Increase Repairs & Maintenance cost (*based on current financial data*)
 3. Reduce Operating Contingency
 4. Reduce Unappropriated Ending Fund Balance
 5. Increase interfund transfer to Port Construction Fund (*based on current market estimates to complete the RV Park remodel*)
 6. Add Capital Outlay Security Cameras (*add cameras for more Port coverage*)
 7. Add Capital Outlay Transient Electrical Building (*based on new information received from Coos-Curry Electric and current state of infrastructure*)

DOCUMENTS

- Draft Resolution No. 2021-06 Adopting FY 2021-22 Budget, 1 page
- Revised Budget FY 2021-22 Details, 10 pages
- Budget Calendar, 1 page

RESOLUTION No. 2021-06
RESOLUTION ADOPTING THE BUDGET

DRAFT

BE IT RESOLVED that the Board of Directors of the Port of Brookings Harbor hereby adopts the budget for fiscal year 2021-22 in the total amount of \$7,087,128. This budget is now on file at 16330 Lower Harbor Road in

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2021, for the following purposes:

General Fund

Port Operations

Total Port Operations..... \$ 2,688,457

Not Allocated to General Port Operating Fund

Subtotal..... \$ 795,323

Total General Fund Appropriations \$ 3,483,780

Capital Projects Fund

Capital Outlay..... \$ 2,060,000

Port Construction Fund

Capital Outlay..... \$ 677,000

Reserve Fund

Capital Outlay \$ -

Debt Service Fund

Debt Service

Total Debt Service..... \$ 423,485

USDA Revenue Bond Fund

Debt Service

Principal..... 79,917

Interest..... 50,203

Total Debt Service..... \$ 130,120

RV Park Improvement Debt Service Fund

Debt Service

Principal 38,751

Interest 18,967

Total Debt Service..... \$ 57,718

Total APPROPRIATIONS, All Funds . . . \$ 6,832,103

Total Unappropriated and Reserve Amounts, All Funds . . . \$ 405,025

TOTAL ADOPTED BUDGET . . . \$ 7,237,128

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2021-22: In the amount at the rate of \$0.1316 per \$1000 of assessed value for permanent rate tax;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax.....\$ 0.1316/\$1,000

Excluded from Limitation

APPROVED BY THE BUDGET COMMITTEE on May 11, 2021
 AND ADOPTED BY THE BOARD OF COMMISSIONERS on June 15, 2021.

ATTEST:

X _____
 Richard Heap, President

X _____
 Sharon Hartung, Secretary/Treasurer

DRAFT



Port of Brookings Harbor Budget FY 2021-22

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RESOURCES
GENERAL FUND

Port of Brookings Harbor

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2021-22			
	Actual		Adopted Budget This Year Year 2020/21		Proposed By Budget Officer	Approved By Budget Committee	Adjustments to Approved Budget	Adopted By Governing Body
	Second Preceding Year 2018/19	First Preceding Year 2019/20						
1	187,030	280,776	318,000	1	Cash Carryover	300,000	300,000	1
2	6,767	9,752	9,500	2	Previously levied taxes estimated to be received	9,000	9,000	2
3	6,211	2,904	3,570	3	Interest	2,000	2,000	3
4	686,985	220,427	-	4	Interfund Transfer from Capital Projects			4
5			-	5	OTHER RESOURCES			5
6	723,837	714,734	640,000	6	Administration/Marina/Moorage & Storage	735,000	735,000	6
7	594,985	594,084	571,000	7	Beachfront RV Park	790,000	750,000	7
8	85,856	113,898	70,000	8	Boatyard			8
9	504,262	514,366	515,000	9	Commercial Retail	566,280	566,280	9
10	621,242	780,640	630,000	10	Fuel Dock	770,000	770,000	10
11	7,629	5,634		11	Land Use Events			11
12			-	12				12
13			-	13				13
14	51,908	5,742	6,000	14	Asset Sales	50,000	50,000	14
15	25,216	31,035	29,652	15	Miscellaneous	31,500	31,500	15
16			700,000	16	Long Term Debt Borrowings			16
17			100,000	17	Grants & Other Funding	80,000	80,000	17
18			-	18				18
19			-	19				19
20			-	20				20
21			-	21				21
22			-	22				22
23	3,451,928	3,273,992	3,593,722	23	Total resources, except taxes to be levied	3,243,780	3,293,780	23
24			245,000	24	Taxes estimated to be received	240,000	240,000	24
25	229,043	235,948		25	Taxes collected in year levied			25
26	3,680,971	3,509,940	3,838,722	26	TOTAL RESOURCES	3,483,780	3,533,780	26

Adjustment to Approved
Budget
50,000

Adjustment to Approved
Budget
50,000

Total Resources Adjustment
50,000 to Approved Budget

**REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND**

Port of Brookings Harbor

FORM
LB-30

Line Item	Historical Data			Adopted Budget This Year Year 2020/21	Budget for Next Year 2021-22			
	Actual	First Preceding Year 2019/20	Second Preceding Year 2018/19		Proposed By Budget Officer	Approved By Budget Committee	Adjustments to Approved Budget	Adopted By Governing Body
PERSONNEL SERVICES								
1	45,436	78,755	84,500	88,470	88,470	88,470	-	1
2	126,196	123,472	116,465	116,170	116,170	116,170	-	2
3	38,356	28,653	48,194	54,120	54,120	54,120	-	3
4	131,145	232,707	256,620	253,570	253,570	253,570	-	4
5	8,602	7,377	10,000	7,255	7,255	7,255	-	5
6	122,339	154,405	141,785	148,400	148,400	148,400	-	6
7	3,748	16,908	18,920	11,810	11,810	11,810	-	7
8	64,768	82,136	81,855	86,500	86,500	86,500	-	8
9	540,590	724,412	758,339	766,295	766,295	766,295	-	9
10	9	9	10.5	11.5	11.5	11.5	-	10
TOTAL FULL-TIME EQUIVALENT (FTE)								
MATERIALS AND SERVICES								
11	14,038	7,997	14,105	8,680	8,680	8,680	-	11
12	305,244	533,431	342,586	422,797	422,797	422,797	-	12
13	530,615	689,074	530,000	725,000	725,000	725,000	-	13
14	286,928	279,335	319,483	279,173	279,173	279,173	-	14
15	63,526	44,221	61,011	52,827	52,827	52,827	-	15
16	32,419	41,401	34,818	40,482	40,482	40,482	-	16
17	2,691	9,835	10,162	4,486	4,486	4,486	-	17
18	35,020	10,757	12,085	13,000	13,000	13,000	-	18
19	93,503	96,009	86,986	95,292	95,292	95,292	-	19
20	105,803	97,981	97,463	95,425	95,425	95,425	-	20
21	1,451,787	1,809,721	1,558,709	1,737,162	1,737,162	1,737,162	-	21
TOTAL MATERIALS AND SERVICES								
CAPITAL OUTLAY								
22	16,736						-	22
23				15,000	15,000	15,000	-	23
24		29,724		50,000	50,000	50,000	-	24
25			49,000			49,000	-	25
26			5,000				-	26
27			11,000				-	27
28	16,736	29,724	66,000	65,000	65,000	65,000	-	28
29	2,009,113	2,563,857	2,383,048	2,568,457	2,568,457	2,568,457	-	29
TOTAL ALLOCATED REQUIREMENTS								
EQUIPMENTS FOR OTHER ORG. UNITS OR PROGRAM								
30							-	30
31	1,023,797	1,892,513	1,327,008	1,489,807	1,489,807	1,609,807	-	31
32	220,421	174,171	204,860	206,000	206,000	206,000	-	32
33	55,284	66,595	84,428	121,160	121,160	121,160	-	33
34	101,214	228,806	132,218	752,490	752,490	752,490	-	34
35	606,089	712,127	632,114				-	35
36	2,328	1,645	2,620				-	36
37	2,009,113	2,563,857	2,383,048	2,568,457	2,568,457	2,688,457	-	37
TOTAL ALLOCATED REQUIREMENTS								

39,000 Increase Adjustment to Approved Budget

30,000 Total Materials & Services Increase Adjustment to Approved Budget

40,000 Primary Adjustment to Approved Budget

50,000 Increase Adjustment to Approved Budget
90,000 Total Capital Outlay Increase Adjustment to Approved Budget
120,000 Total Allocated Requirements Increase Adjustment to Approved Budget

120,000 Increase Adjustment to Approved Budget

120,000 Total Increase Adjustment for Allocated Requirements

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND

FORM
LB-30

Port of Brookings Harbor

Line Item	Historical Data		REQUIREMENTS DESCRIPTION	Budget for Next Year 2021-22				
	Actual	Adopted Budget This Year 2020/21		Proposed By Budget Officer	Approved By Budget Committee	Adjustments to Approved Budget	Adopted By Governing Body	
	Second Preceding Year 2018/19	First Preceding Year 2019/20						
1			PERSONNEL SERVICES NOT ALLOCATED					1
2								2
3			TOTAL PERSONNEL SERVICES					3
4			TOTAL FULL-TIME EQUIVALENT (FTE)					4
5			MATERIALS AND SERVICES NOT ALLOCATED					5
6								6
7			TOTAL MATERIALS AND SERVICES					7
8			CAPITAL OUTLAY NOT ALLOCATED					8
9			TOTAL CAPITAL OUTLAY					9
10			DEBT SERVICE					10
11			TOTAL DEBT SERVICE					11
12			SPECIAL PAYMENTS					12
13								13
14			TOTAL SPECIAL PAYMENTS					14
15			INTERFUND TRANSFERS					15
16	167,313	130,120	Transfer to Bond Debt Service Fund	130,120	130,120	130,120	130,120	16
17	468,051	383,464	Transfer to Debt Service Fund	423,485	423,485	423,485	423,485	17
18	734,245	62,609	Transfer to RV Park Improvement Debt Service Fu	57,718	57,718	57,718	57,718	18
19	21,473	126,200	Transfer to Capital Projects Fund	-	-	-	-	19
20	1,391,082	702,393	Transfer to Port Construction Fund	-	-	100,000	100,000	20
21			Transfer to Reserve Fund	34,000	34,000	34,000	34,000	21
22	1,391,082	702,393	TOTAL INTERFUND TRANSFERS	645,323	645,323	745,323	745,323	22
23	2,009,113	2,563,657	OPERATING CONTINGENCY	70,000	70,000	50,000	50,000	23
24			TOTAL REQUIREMENTS NOT ALLOCATED	715,323	715,323	795,323	795,323	24
25	280,776	243,690	TOTAL ORG./PROG. REQUIREMENTS	2,568,457	2,568,457	2,688,457	2,688,457	25
26	3,680,971	3,509,940	Total Appropriations	3,283,780	3,283,780	3,483,780	3,483,780	26
			UNAPPROPRIATED ENDING FUND BALANCE	200,000	200,000	50,000	50,000	
			TOTAL REQUIREMENTS	3,483,780	3,483,780	3,533,780	3,533,780	
			Total Increase Adjustment for Requirements			50,000	50,000	
			Total Interfund Transfers Increase Adjustment to Approved Budget			100,000	100,000	
			Decrease Adjustment to Approved Budget			(20,000)	(20,000)	
			Increase Adjustment to Approved Budget			60,000	60,000	
			Increase Adjustment to Approved Budget			120,000	120,000	
			Total Appropriations Increase Adjustment to Approved Budget			200,000	200,000	
			Total Decrease Adjustment Unappropriated Ending Fund Balance to Approved Budget			(150,000)	(150,000)	
			Total Increase adjustment for Requirements			50,000	50,000	

RESOURCES AND REQUIREMENTS
REVENUE BOND DEBT SERVICE FUND - USDA

Bond Debt Payments are for:

- Revenue Bonds or
 General Obligation Bonds

Port of Brookings Harbor

Historical Data			DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-22		
Actual	First Preceding Year 2019/20	Adopted Budget This Year Year 2020/21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2018/19						
Resources						
1	98,825	99,898	98,395	102,380	102,380	1
2	1,880	1,760	2,000	500	500	2
3	167,313	130,120	130,120	130,120	130,120	3
4	268,018	231,778	230,515	233,000	233,000	4
Requirements						
Bond Principal Payments						
5	69,016	72,467	76,112	79,917	79,917	5
6		57,653				6
7	69,016	130,120	76,112	79,917	79,917	7
Bond Interest Payments						
8	61,104		54,008	50,203	50,203	8
9						9
10	61,104	-	54,008	50,203	50,203	10
Unappropriated Balance for Following Year By						
11	38,000					11
12	168,120	130,120	130,120	130,120	130,120	12
13	99,898	101,658	100,395	102,880	102,880	13
14	268,018	231,778	230,515	233,000	233,000	14

*If this form is used for revenue bonds, property tax resources may not be included.

RESOURCES AND REQUIREMENTS

FORM
LB-35

Debt Service Fund

Debt Payments are for:
 Revenue Bonds or
 General Obligation Bonds

Port of Brookings Harbor

Line Item	Historical Data			Adopted Budget This Year 2020/21	Description of Resources and Requirements	Budget for Next Year 2021-22		
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2018/19	First Preceding Year 2019/20						
Resources								
1	24,069	21,006	23,602	27,420	27,420	27,420	1	
2	1,025	1,082	1,500	450	450	450	2	
3	468,051	383,484	368,283		423,485	423,485	3	
4							4	
5	493,145	405,552	393,385		451,355	451,355	5	
Requirements								
Principal Payments								
					Issue Date	Budgeted Payment Date		
6	864	15,192			Tidewinds	Monthly	6	
7	12,060	12,802	13,616		Genie 2018 Forklift	Monthly on the 15th	7	14,469
8	42,676	45,079	47,754		50 BFMII Travellift Lease	Monthly on the 22nd	8	50,447
9	344,128	222,122	290,000		IFA Loans	Quarterly	9	310,000
10			4,800		IFA Sale of Assets		10	40,000
11	399,728	295,195	356,170		TOTAL PRINCIPAL		11	414,916
Interest Payments								
					Issue Date	Budgeted Payment Date		
12	5,516	4,775	3,959		Genie 2018 Forklift	Monthly on the 15th	12	3,108
13	13,232	10,829	8,154		50 BFMII Travellift Lease	Monthly on the 22nd	13	5,461
14	3,663	59	-		IFA Loans	Quarterly	14	
15							15	
16	22,411	15,663	12,113		TOTAL INTEREST		16	8,569
Unappropriated Balance for Following Year By								
					Issue Date	Payment Date		
17							17	
18	50,000				Transfer to Capital Projects RES #506		18	
19	472,139	310,858	368,283		Total Appropriations		19	423,485
20	21,006	94,694	25,102		UNAPPROPRIATED ENDING FUND BALANCE		20	27,870
21	493,145	405,552	393,385		TOTAL REQUIREMENTS		21	451,355

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RESOURCES AND REQUIREMENTS

FORM
LB-35

Debt Payments are for:

- Revenue Bonds or
 General Obligation Bonds

RV Park Improvement Debt Service Fund

Port of Brookings Harbor

Historical Data		Adopted Budget This Year Year 2020/21		DESCRIPTION OF RESOURCES AND REQUIREMENTS				Budget for Next Year 2021-22			
								Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2018/19	Actual First Preceding Year 2019/20										
				Resources							
				1	Cash Carryover			-	-		1
				2	Interest			-	-		2
				3	Transferred IN from General Fund			57,718	57,718		3
				4							4
				5	TOTAL RESOURCES			57,718	57,718		5
				Requirements							
				Principal Payments							
					Issue Date						
				6	July 15, 2020			38,751	38,751		6
				7	RV Park Restroom/Laundry Facility & Upgrade						7
				8	TOTAL PRINCIPAL			38,751	38,751		8
				Interest Payments							
					Issue Date						
				9	July 15, 2020			18,967	18,967		9
				10	RV Park Restroom/Laundry Facility & Upgrade						10
				11	TOTAL INTEREST			18,967	18,967		11
				Unappropriated Balance for Following Year By							
					Issue Date						
				12							12
				13	Total Appropriations			57,718	57,718		13
				14	UNAPPROPRIATED ENDING FUND BALANCE						14
				15	TOTAL REQUIREMENTS			57,718	57,718		15

RESOURCES AND REQUIREMENTS
CAPITAL PROJECTS FUND

Port of Brookings Harbor

	Historical Data			Adopted Budget This Year Year 2020/21	RESOURCES AND REQUIREMENTS		Budget for Next Year 2021-22		
	Actual		Proposed By Budget Officer				Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018/19	First Preceding Year 2019/20							
1	3,897	10,579	2,500	RESOURCES	62,500	62,500	1	62,500	
2	6			2	Interest	-	2	-	
3	734,245	62,609	75,000	3	Interfund Transfer from General Funds		3		
5	38,000			5	Interfund Transfer from Revenue Bond Fund		5		
6	50,000			6	Interfund Transfer from Debt Service Fund		6		
8	4,825	4,825		8	OSMB MAP Grant		8		
9	3,591			9	OSMB Boarding Dock Agreement #1587		9		
10	3,601			10	FEMA PW22 Storm Damage		10		
11	619,371	182,173		11	FEMA DR-2458-OR PW319 Basin 1 Piling Project		11		
12				12	FEMA DR-4432-OR and DR-4452-OR DREDGING	300,000	12	300,000	
13				13	FEMA DR-4432-OR SLOPE REPAIR	566,250	13	566,250	
14				14	FEMA DR-4432-OR and DR-4452-OR Build Sediment Enclosure	262,500	14	262,500	
15				15	FEMA HMGP - RV Park and Boatyard Restoration	371,250	15	371,250	
16			30,000	16	FEMA Matching Funds	500,000	16	500,000	
17			90,000	17	FEMA DR-4432-OR and DR-4452-OR Phase 1 Engineering & Permitting		17		
18	39,244			18	State Lottery Funds - IFA L16010 Dock Renovation		18		
19		14,154	570,000	19	State Lottery Funds - C2019375 Dock Repair & Improvement		19		
20	1,496,780	274,340	767,500	20	TOTAL RESOURCES	2,062,500	20	2,062,500	-
21	3,897	2,499		21	REQUIREMENTS		21		
22	3,296			22	OSMB MAP Grant		22		
23	766,257			23	OSMB Boarding Dock Agreement #1587		23		
24				24	FEMA DR-2458 PW319 Basin 1 Piling Project		24		
25				25	FEMA DR-4432-OR and DR-4452-OR DREDGING	400,000	25	400,000	
26				26	FEMA DR-4432-OR SLOPE REPAIR	755,000	26	755,000	
27				27	FEMA DR-4432-OR and DR-4452-OR Build Sediment Enclosure	350,000	27	350,000	
28		2,830	120,000	28	FEMA HMGP - RV Park and Boatyard Restoration	350,000	28	350,000	
29	39,244			29	FEMA DR-4432-OR and DR-4452-OR Phase 1 Engineering & Permitting	60,000	29	60,000	
30	1,232	46,084	645,000	30	State Lottery Funds - IFA L16010 Dock Renovation		30		
31	14,933			31	State Lottery Funds - C2019375 Dock Repair & Improv	145,000	31	145,000	
32	357			32	FEMA Forced Labor Expenses		32		
33	656,985	220,427	-	33	OSMB Grant Forced Labor Expenses		33		
34	1,486,201	271,840	765,000	34	Interfund Transfer from Capital Projects (Due to/From)	2,060,000	34	2,060,000	-
35	10,579	2,500	2,500	35	Total Appropriations	2,500	35	2,500	
36	1,496,780	274,340	767,500	36	UNAPPROPRIATED ENDING FUND BALANCE	2,062,500	36	2,062,500	-
					TOTAL REQUIREMENTS				

RESOURCES AND REQUIREMENTS

Port of Brookings Harbor

Port Construction Fund

Historical Data		Budget for Next Year 2021-22			
Actual	Adopted Budget This Year Year 2020/21	Proposed By Budget Officer	Approved By Budget Committee	Adjustments to Approved Budget	Adopted By Governing Body
		RESOURCES			
1		575,000	575,000	575,000	1
2	5,000	2,000	2,000	2,000	2
3	684,000			100,000	3
4	-				4
5	-	577,000	577,000	577,000	5
		REQUIREMENTS			
6	689,000	577,000	577,000	677,000	6
7					7
8					8
9					9
10					10
11					11
12	689,000	577,000	577,000	677,000	12
13					13
14	-	577,000	577,000	677,000	14

Increase Adjustment to Approved Budget 100,000

Total Resources Increase Adjustment to Approved Budget 100,000

Increase Adjustment to Approved Budget 100,000

Increase Adjustment to Approved Budget 100,000

Total Requirements Increase Adjustment to Approved Budget 100,000

RESOURCES AND REQUIREMENTS

RESERVE FUND

Resolution #307 established this fund in 1998 for dock maintenance and future dock replacements. Eq, Land and Buildings (See attached Schedule C)

Port of Brookings Harbor

	Historical Data			DESCRIPTION	Budget for Next Year 2021-22			
	Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018/19	First Preceding Year 2019/20	Adopted Budget This Year Year 2020/21					
1	11,908	33,092	130,000	1 Cash Carryover	186,575	186,575	1	
2	521	1,978	3,000	2 Interest	1,200	1,200	2	
3	21,473	126,200	24,000	3 Transferred IN from General Fund	24,000	24,000	3	
4				4 Transferred IN from General Fund (20% Asset Proceeds)	10,000	10,000	4	
5				5			5	
6				6			6	
7	33,902	161,270	157,000	7 TOTAL RESOURCES	221,775	221,775	- 7	
REQUIREMENTS								
8				8 Transferred OUT to General Fund			8	
9				9 Transferred OUT to Capital Projects Fund			9	
10				10			10	
11				11			11	
12				12			12	
13				13			13	
14	-	-	-	14 Total Appropriations	-	-	- 14	
15	33,902	161,270	157,000	15 UNAPPROPRIATED ENDING FUND BALANCE	221,775	221,775	15	
16	33,902	161,270	157,000	16 TOTAL REQUIREMENTS	221,775	221,775	- 16	

PORT OF BROOKINGS HARBOR

BUDGET CALENDAR 2021-22

- | | |
|---|-------------------------------|
| 1. Appoint Budget Officer | February 16 (Regular Meeting) |
| 2. Appoint Budget Committee (BC) | March 16 (Regular Meeting) |
| 3. Prepare Proposed Budget | April 12 |
| 4. Publish 1 st Notice of BC Meeting (Newspaper & Website) | April 23 (Friday) |
| 5. Publish 2 nd Notice of BC Meeting (Newspaper & Website) | April 30 (Friday) |
| 6. BC meeting & Subsequent Meetings if needed | May 11 (Tuesday 6:00pm) |
| 7. Publish Notice of Budget Hearing (Newspaper & Website) | June 4 (Friday) |
| 8. Hold Budget Hearing | June 15 (Regular Meeting) |
| 9. Enact Resolutions to Adopt, etc. | June 15 (Regular Meeting) |
| 10. Submit Tax Certification Documents | by July 15 |
| 11. Send Copy of all Budget Documents to County Clerk | by Sept 30 |

INFORMATION ITEM – C

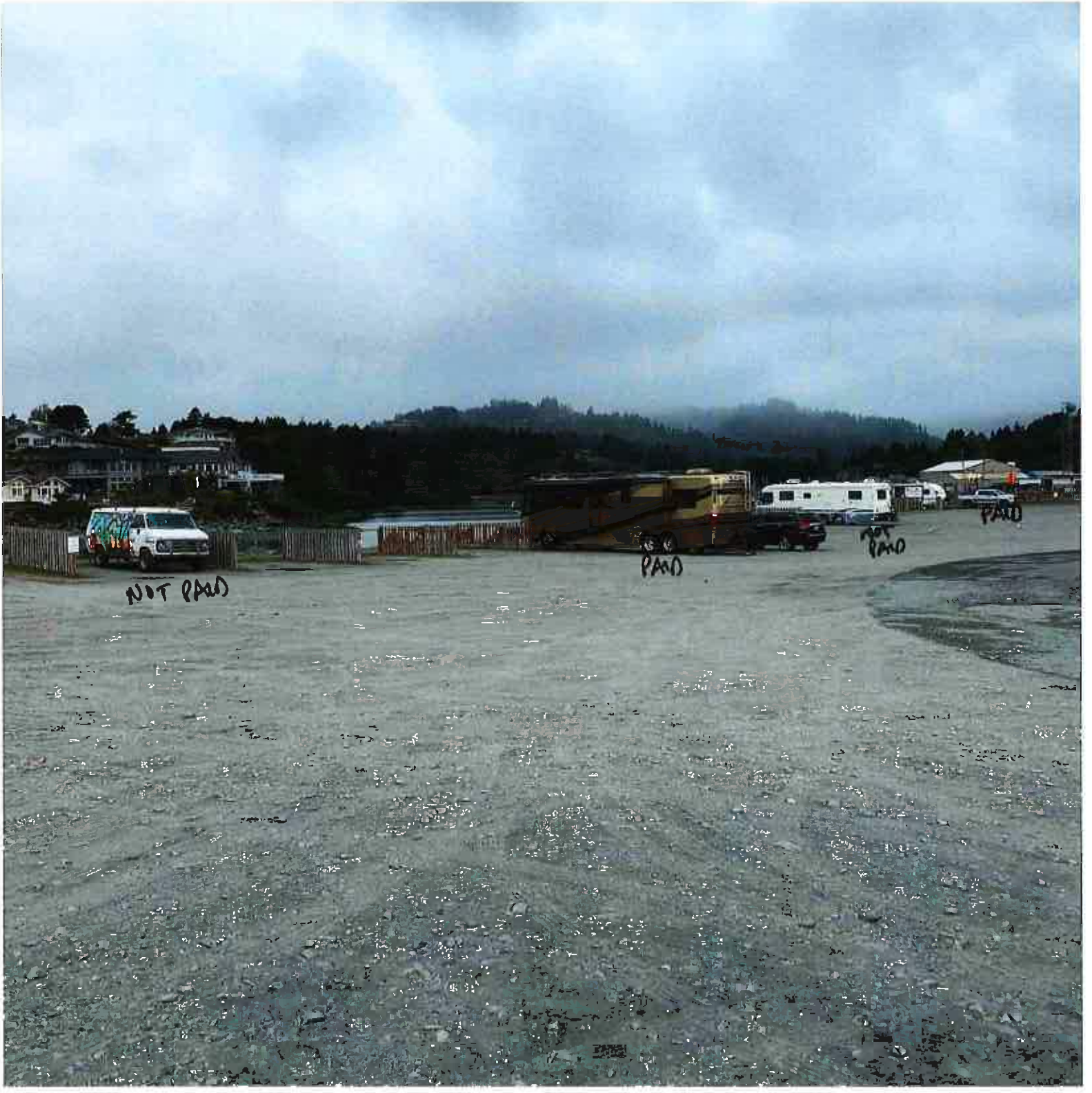
DATE: June 10, 2021
RE: Beachfront Dry Camping Area
TO: Honorable Board President and Board Members
ISSUED BY: Gary Dehlinger, Port Manager

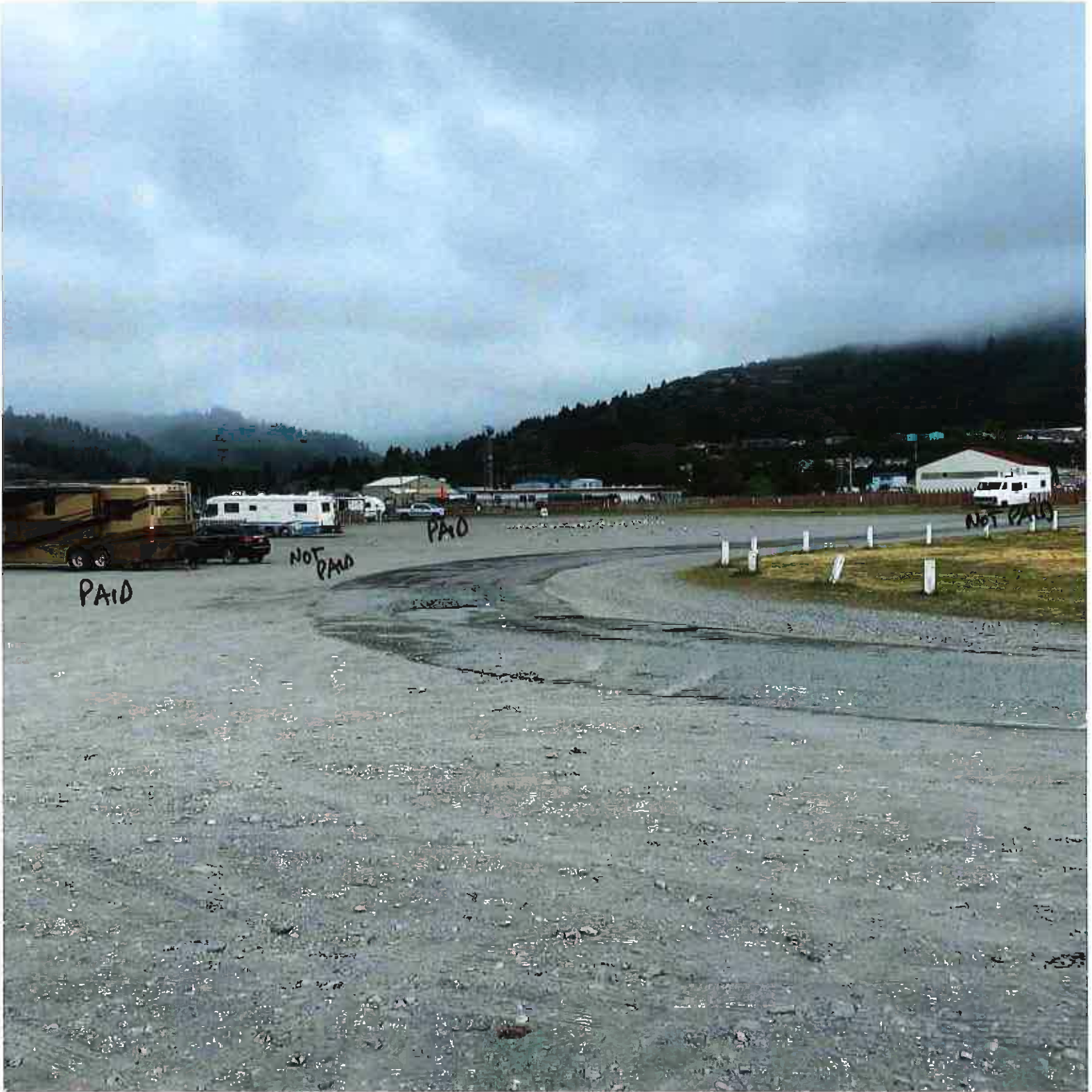
OVERVIEW

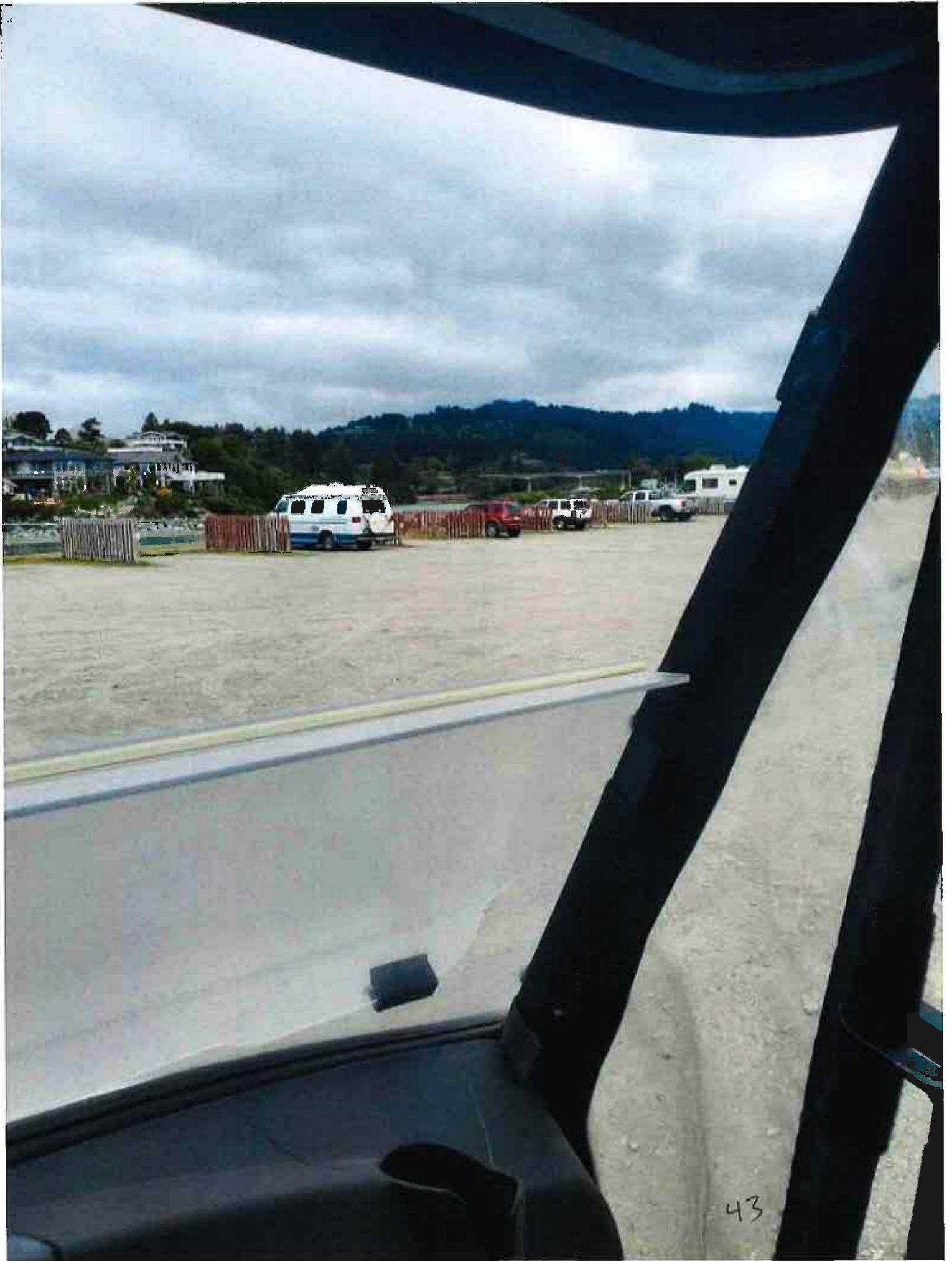
- Dry camping area been used for overflow camping since the beginning of the RV Park. Over the years the area changed to designated paid dry camping sites for fully contained campers (sites have no water, power or sewer).
- While this area is designated for paid dry camping, the same area is used for public parking during the day. Guests staying in these sites have complained to staff of vehicles tearing up the grounds, leaving trash and feeling unsafe.
- During the day, public vehicles (RV's) use the same sites all day and then leave at night only to return the next day. This is repeated day after day (sometimes by the same vehicle) for months and years.
- The Port has within the Ordinance, Section 4.39.6 "Travel trailers may not be parked, at any time, on Port properties, except in designated areas at the Recreational Vehicle Park at the Port of Brookings Harbor". This could cause problems enforcing the rule at retail parking lot for RV's stopping by doing business at the Port.
- We are proposing to separate the areas between dry camping and day use. The least impact to the ground is using concrete blocks. If this does not work, the blocks could be removed and the area reopened as before.
- Dry camping area will be closed a few days sometime in August (weather permitting and at lowest tide) for the Coast Guard to replace the river marker. They plan to use a helicopter to pour a concrete base and stage in the gravel area. During this timeframe, the traffic on the exit road will be stop temporarily.
- Open for discussion or other ideas.

DOCUMENTS

- Photos, 3 pages
- Separating Area Plan, 2 pages







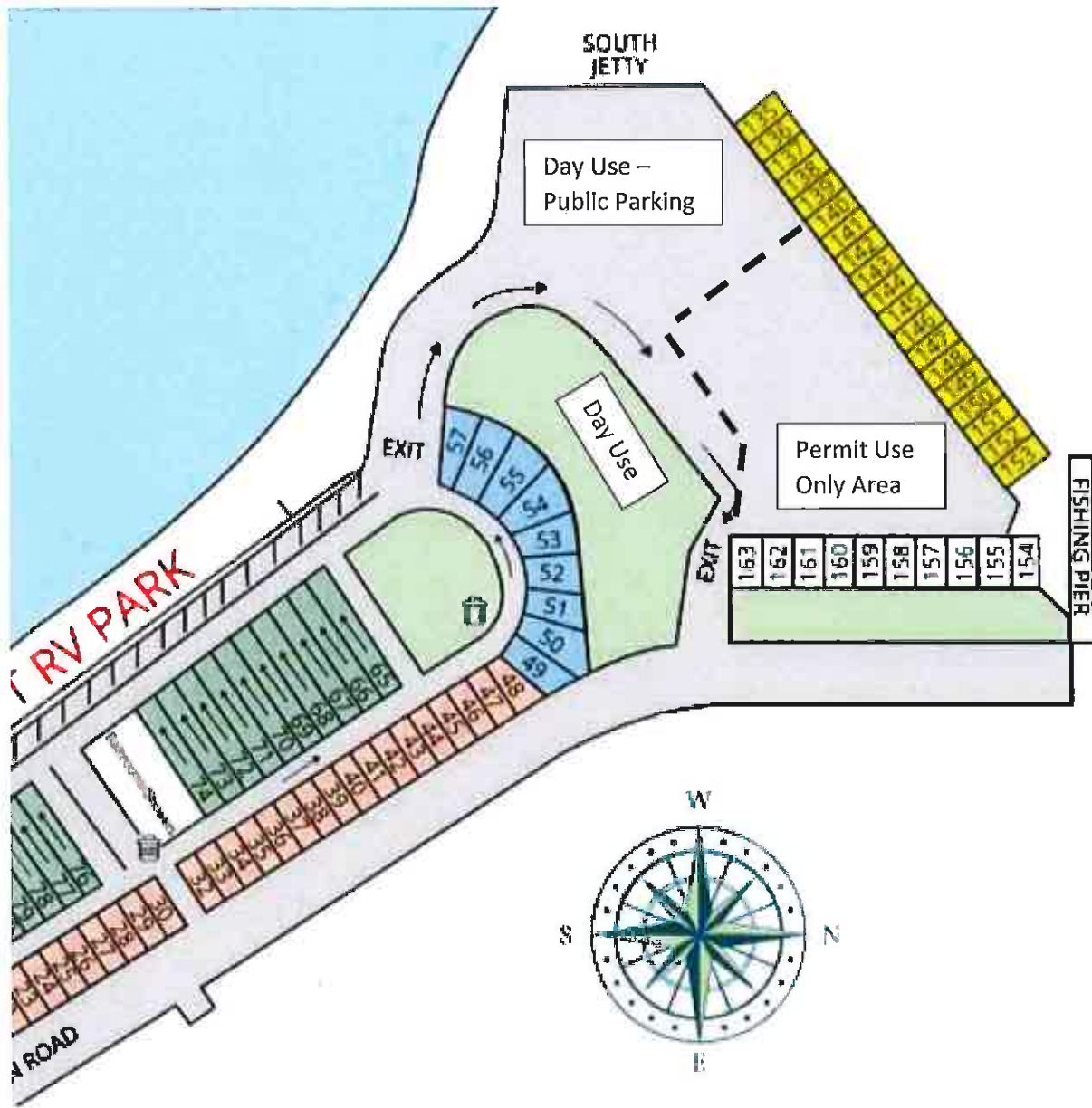
Beachfront RV Park Dry Camping and Day Use Area



Place concrete blocks 5 to 6-ft apart to help delineate the paid dry camping area.

If approved, purchase approximately 30 concrete blocks and install signs at the entrance / exit.
Approximate expense \$3,200.

Beachfront RV Park Dry Camping and Day Use Areas



INFORMATION ITEM – D

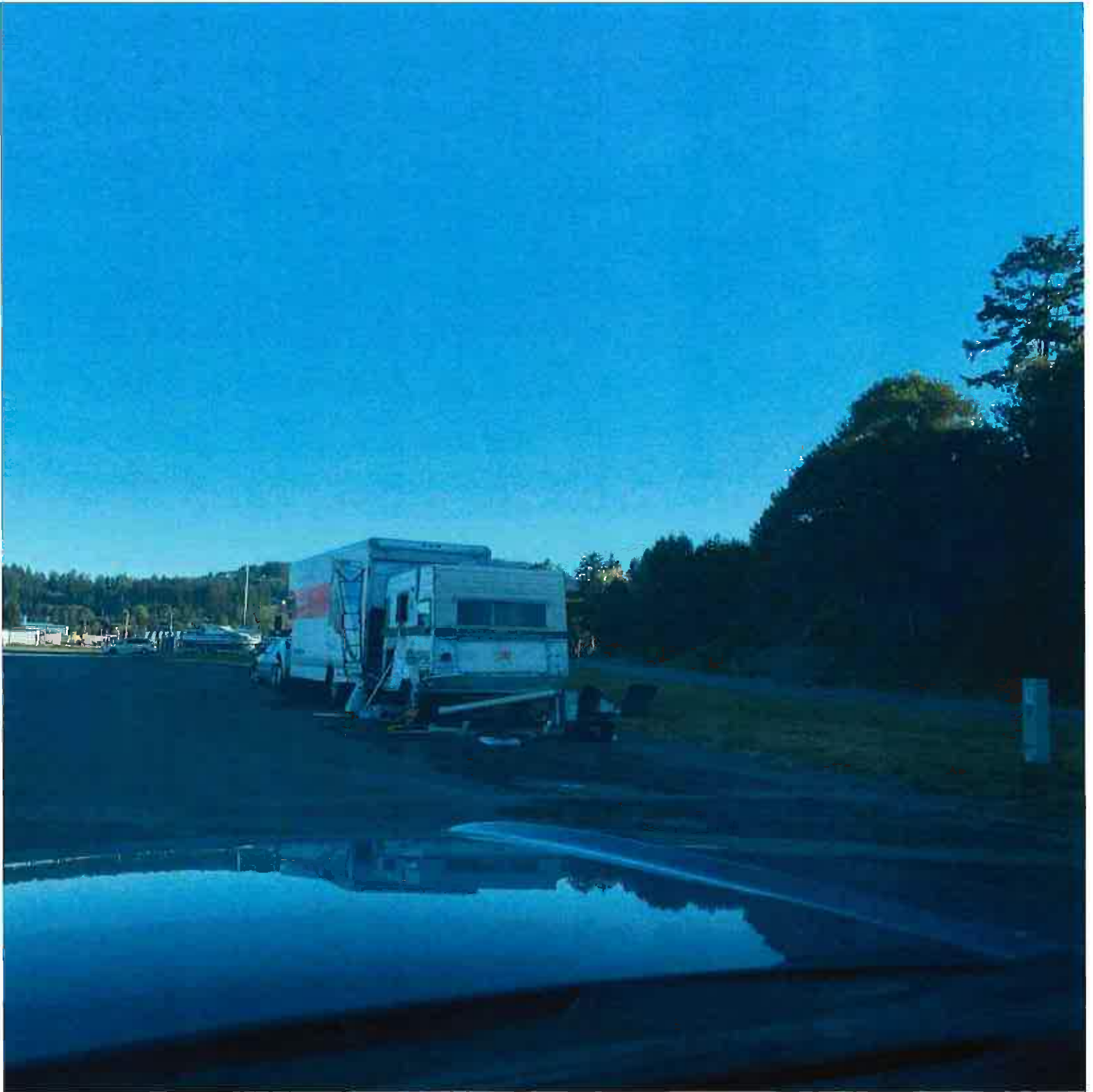
DATE: June 10, 2021
RE: No Parking Zones
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- In 2019 the Port had over 500 parking violations, in 2020 over 300 and in 2021 so far 200+, 100 in the past week. 2021 is on pace to have over 400 parking violations.
- Increasing amounts of roaming RV's and campers parking throughout Port areas are mostly at commercial basin parking lot, kite field parking lot and dry camping areas. Occasionally these RV's camp overnight.
- The commercial basin and kite field parking lots are for moorage holders and commercial crew members parking. The parking areas are long and narrow designed for two rows of parking. The Port provides parking tags for moorage holders and for commercial crew members at no charge.
- Customer parking around the boat launch entrance and "ready area" are also becoming a problem. Signage may need to be added for the "ready area" and entrance to the boat launch parking lot. Painting curbs red for no parking may help delineate no parking areas. Additional boat launch parking signage may be needed throughout the boat parking areas.
- OSMB received complaints recently of other than recreational boaters parking in the parking lot. Email is attached for your review. Port staff has increased the patrol for parking and paid violations.
- The Port has within the Ordinance, Section 4.39.6 "Travel trailers may not be parked, at any time, on Port properties, except in designated areas at the Recreational Vehicle Park at the Port of Brookings Harbor".
- Installing no RV parking signs at commercial basin, Beachfront public parking area, gear storage, boat launch ramp and kite field parking lots could help reduce the violations. There are no fines for parking violations, only repeat violators will be trespassed. The Port does have \$250 impound fee, plus towing charges for vehicles that happen to be abandoned on the Port.
- An exception proposal for Ordinance, Section 4.39.6 could in retail parking lot. A time limit for doing business at the Port could be allowed. Enforcement could be challenging.
- Open for discuss and other ideas.

DOCUMENTS

- Photos of parking lots, 11 pages
- Email from OSMB, 6 pages



COMMERCIAL RASIN PARKING LOT









KITE FIELD

KITE FIELD





Parking Report

#546666542

Issue Type

Overnight Parking

Reported Detail

Property

Port Of Brookings- Harbor
16330 Lower Harbor Road
Harbor, OR 97415

Location

Commercial Boat Basin(Basin 2)

Reported By/Address

16330 Lower Harbor Road

Created	06/01/2021 02:50 AM	sckslk
Assigned To	06/01/2021 02:58 AM	sckslk
Acknowledged	06/01/2021 02:58 AM	sckslk
Arrived At	06/01/2021 02:58 AM	sckslk
Closed	06/01/2021 02:58 AM	sckslk

Issue Status **Closed**

Assigned By sckslk

Tracking Number A54BF4EA-90B4-4AB3-88DA-B7724A42D25F

Passcode GGAAD

Appeal #

Invoice#

Appeal Exp DTM 6/11/2021 2:50:20 AM

Payment Due DTM 6/22/2021 2:50:20 AM

Payment DTM

Original Fee \$0.00

Discount \$0.00

Total Fee \$0.00

Valid Vehicle

License Plate

Plate State

Make Of Vehicle

Model Of Vehicle

Vehicle Color

Vehicle Year

VIN

Violating Vehicle

License Plate UNKNOWN

Plate State

Make Of Vehicle Ford

Model Of Vehicle f150

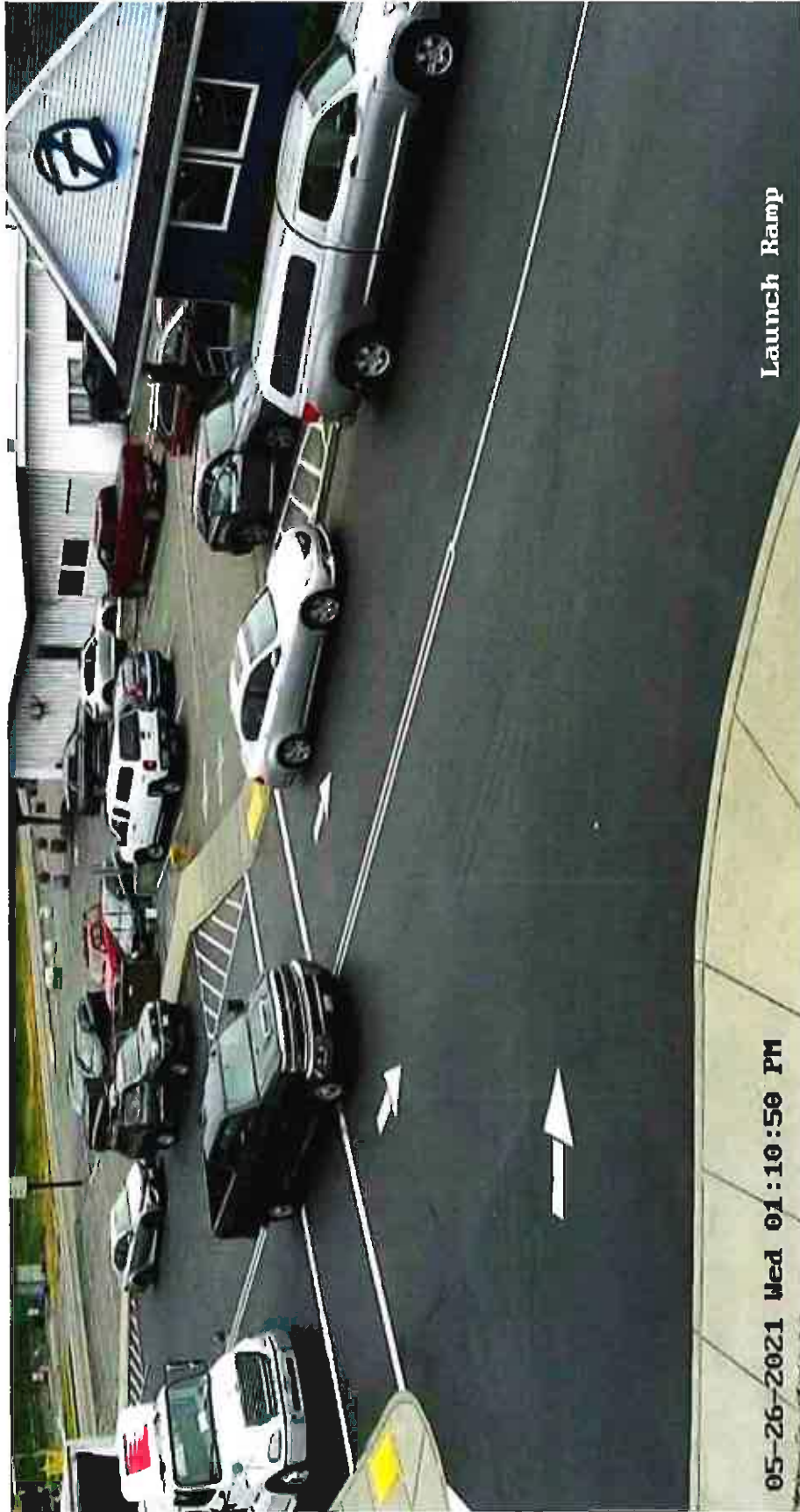
Vehicle Color Black

Vehicle Year

VIN

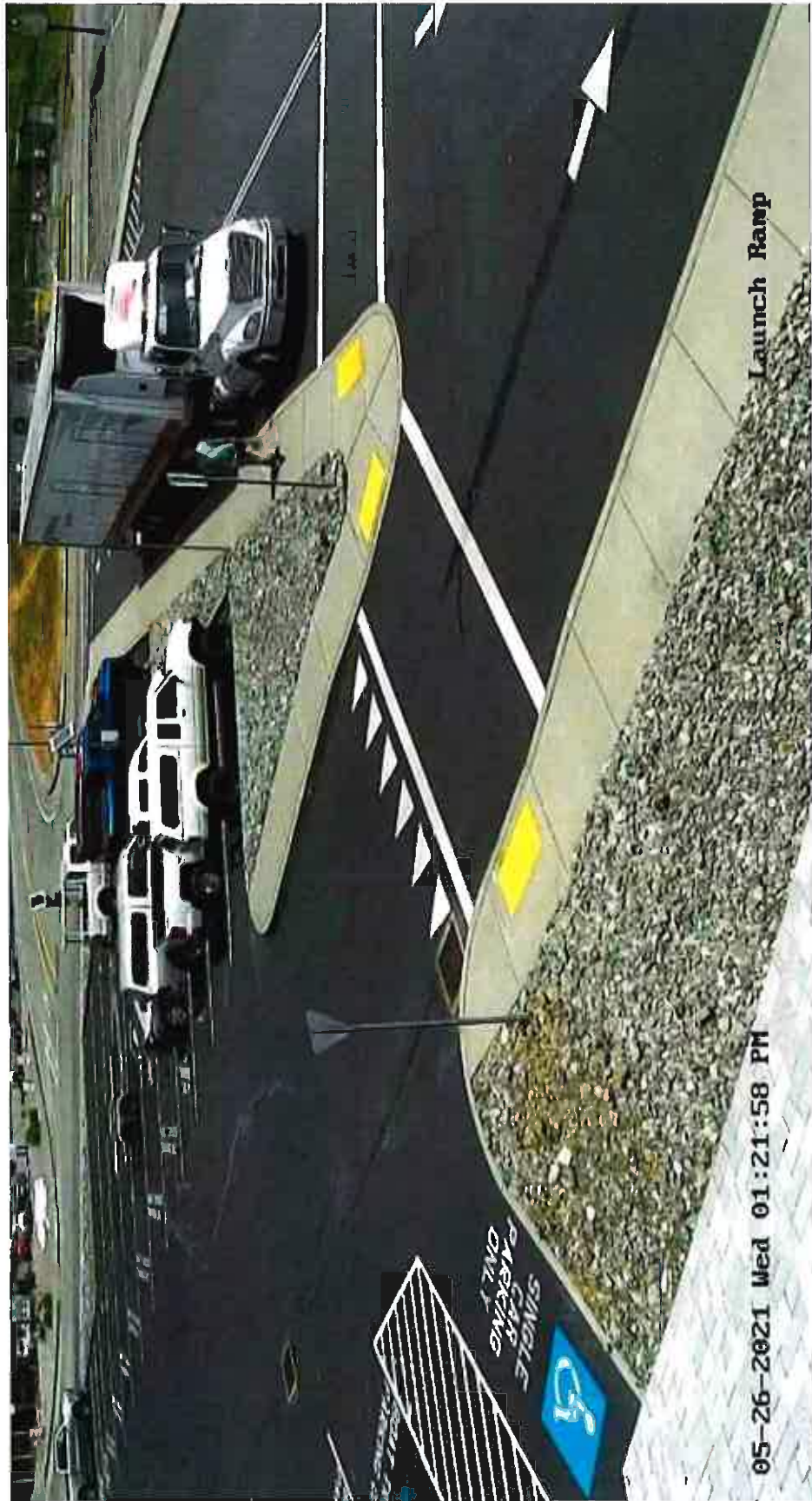
Notes





Launch Ramp

05-26-2021 Wed 01:10:50 PM



Launch Ramp

05-26-2021 Wed 01:21:58 PM

SINGLE
CAR
PARKING
ONLY



Proposed No Parking Zones



From: BELLEQUE Janine * OSMB <Janine.BELLEQUE@oregon.gov>
Sent: Tuesday, June 8, 2021 10:57 AM
To: portmanager@portofbrookingsharbor.com
Cc: travis@portofbrookingsharbor.com
Subject: Boat Ramp parking complaints
Attachments: 3.jpg; 4-ready area.jpg; 2.jpg; 10.jpg; 14.jpg

Hi Gary,

We are receiving several complaints about use of the boat trailer parking only spaces and the ready area by single cars. Many of the complaints indicated the people are going into Zola's or using other adjacent businesses. See attached photos. The areas identified are in orange on the image below. Additional concerns identified Zola's customers parking into the travel lane impeding access to the boat ramp and parking at the fish market blocking access to the far boat ramp launch lane. Both of these areas are in red on the image below.

Does the Port have the ability to ticket or tow vehicles parked incorrectly? I would encourage the Port to post signs that identify the parking area is for use of the boat ramp only and let the nearby businesses know they should post a sign and tell their customers not to park in the boat trailer parking spaces or risk being ticketed/towed. Please let me know what mechanisms the Port has to enforce parking and plans to educate/inform the adjacent businesses.



Sincerely,

Janine Belleque, Boating Facilities Manager
Oregon State Marine Board
Tel: 503-378-2628 Cell: 503-877-7580
www.boat.oregon.gov











INFORMATION ITEM – E

DATE: June 10, 2021
RE: E Clampus Vitus Plaques – Monument Placement on Port Property
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- The Board showed interested in a I-25 Japanese Submarine Events of September 9, 1942 monument presented by Umpqua Joe Chapter 1859 at the special commissioner meeting April 29, 2021.
- The preferred location would be Beachfront RV Park along the ocean sidewalk. Attached maps pinpoints the location Port staff and Ken Kudrna propose to install the monument.
- Type of monument is still uncertain, but we discussed a 3 to 4-foot-high concrete base with plaque anchored into the existing concrete slab. Port staff recommends the plaque to be of Japanese I-25 Submarine.
- Umpqua Joe Chapter 1859 would repair any future monument damage from mother nature or public.

DOCUMENTS

- Proposed location maps and photos, 3 pages
- Proposal of Japanese I-25 Submarine Event Monument, 12 pages
- Updated Draft Plaque Language, 2 pages

Beachfront RV Park Proposed Monument Placement







19 May 2021

Gary Dehlinger
Port Manager

Port of Brookings Harbor
16330 Lower Harbor Rd.,
P.O. Box 848
Harbor, Oregon 97415

re : proposal of Japanese I-25 Submarine event monument placement on Port of Brookings property

Mr. Dehlinger,

This is a request/proposal by E Clampus Vitus to place a monument depicting the only enemy bombing of the continental United States. On September 9th, 1942 the Japanese submarine I-25 surfaced off the coast of Brookings, launching a small airplane equipped with two bombs, one which started a fire on Wheeler Ridge east of Brookings.

E Clampus Vitus is dedicated to preserving history as well as public awareness. It is important to note that the land owner is very instrumental in deciding the type of monument, location as well as verbiage. Wording here could go on to include information on the bomb site, Fujita dedicating his sword & visit to Brookings and/or etc. Also, appreciation for the Port of Brookings Harbor and Brookings - Harbor Chamber will be inscribed on the plaque.

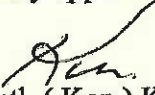
Umpqua Joe 1859 (the Southern Oregon Chapter) has dedicated an adequate amount of money for the I-25 monument project including construction and a verbiage plaque. Unfortunately, time is of the essence and the project must be completed by the Fall/Winter of 2021.

Attached/included please find :

1. *E Clampus Vitus Plaques 2008 - 2012* booklet with 3 pictures of Chapter 1859 monuments (pre-addressed, stamped envelope for return of booklet once finished)
2. the story of the events of September 9th, 1942 and flight of Nubuo Fujita
3. map of waterfront with four possible locations for project (very open to other ideas)
4. information sheet on E Clampus Vitus and Umpqua Joe Chapter 1859

Gary, this presentation is a limited introduction to an I-25 Japanese Submarine monument. Please feel free to contact me at your convenience. I am more than willing to come to Brookings to meet with you.

Sincerely appreciate your time with our proposal for placing a historical marker.


Kenneth (Ken) Kudrna
P.O. Box 598
Wilderville, Oregon 97543
541-218-4848
rdt@usfastnet.net

P.S. Plaque booklet is hard to replace. Once finished, please place in pre-stamped envelope and return to me... **Thank you, Ken**



Topsy Trail Klamath River Mile Post 45 on Hwy. 66



Kerbyville Museum in Kerby, Oregon



Perkinsville Ferry Crossing Between 6th & 7th Streets on Rogue River in Grants Pass, Oregon

Google Maps



Imagery ©2021 Maxar Technologies, State of Oregon, USDA Farm Service Agency, Map data ©2021 200 ft

Possible Monument Locations :

(walkway between beach and Beachfront R.V. Park)

1. South end of walkway... No parking area blocked by posts...
- 1 & ½ . Next to # 1. Opening in walkway with existing block of cement that could be replaced with monument - still blocking cars from access to the beach...
2. Several breaks in parking barrier with slabs of concrete. These could be reinforced and monument placed at one of these points...
3. North end of park near the jetty is not developed, but visitors must pass by this area to exit the view point and park. A historical marker sign could be placed directing folks to the monument. The monument can be moved, so with future development it could be placed where needed...

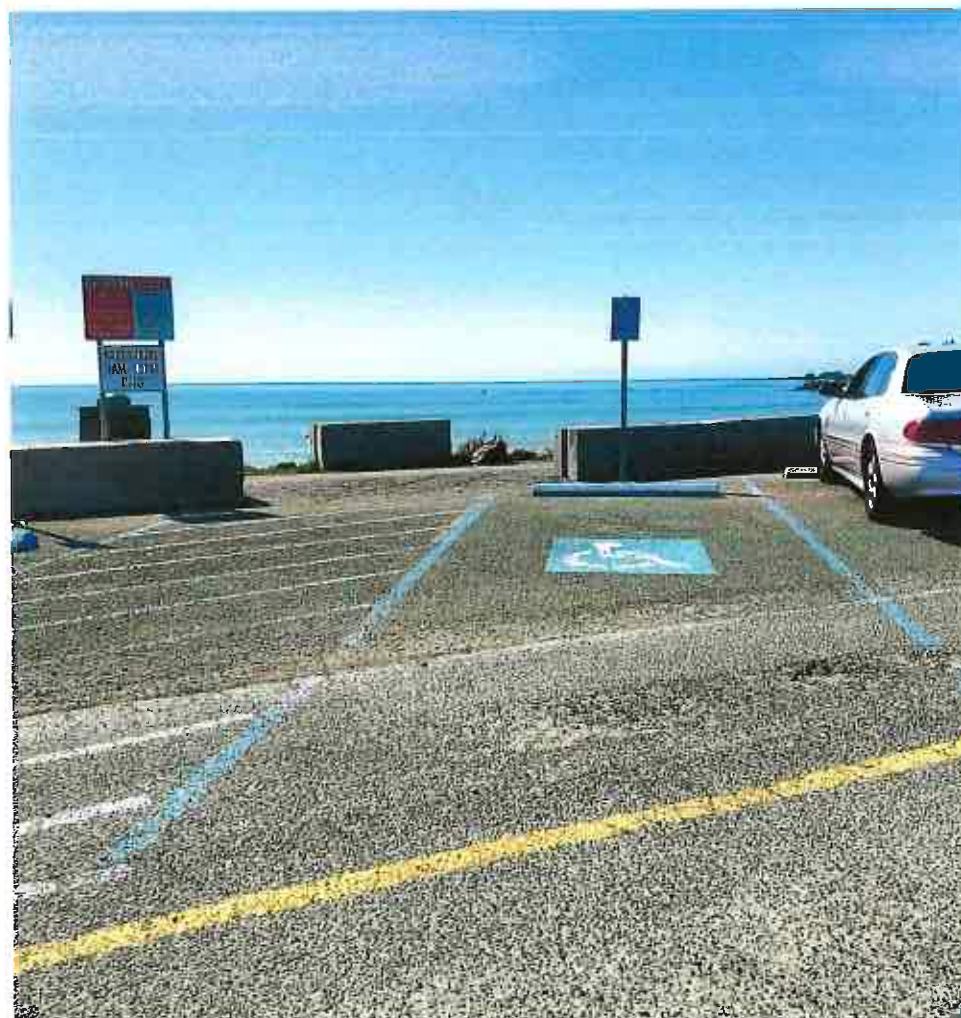
1. South end of walkway... No parking area blocked by posts...



This area of the parking lot, south end of walkway, already has structures preventing traffic and not in use... The monument would come to attention of visitors to the beach. Once safely parked, easy access for viewing.

Also, by the walkway to the beach, people walking from campsites, the restaurant or the hotel enroute would pass directly by the plaque...

1 & ½ . Next to # 1. Opening in walkway with existing block of cement that could be replaced with monument - still blocking cars from access to the beach...



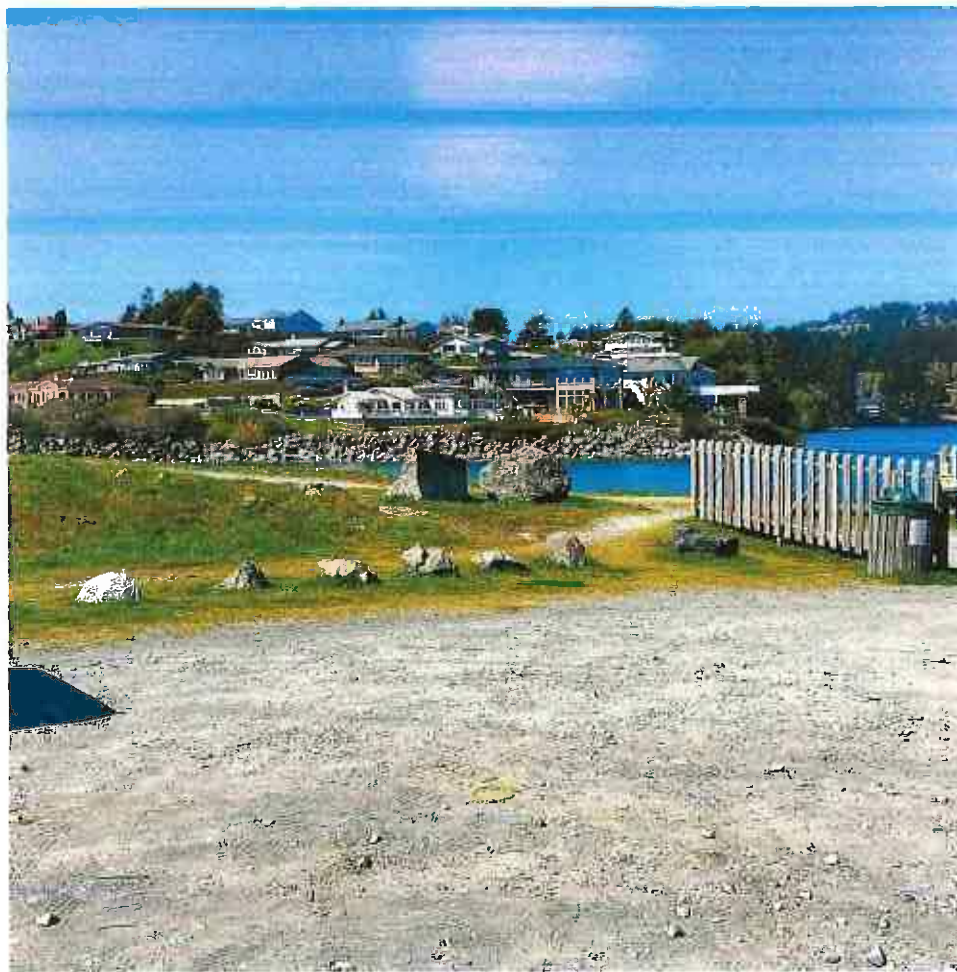
Next to the *handicapped parking area* is an opening in the cement guard preventing automobiles driving onto the beach. A cement barrier has been constructed on the beach side of the walkway. Ideal location for the monument. The cement monument would replace the existing barrier and also prevent cars driving thru the opening! Also, easy access for handicapped individuals.

2. Several breaks in parking barrier with slabs of concrete. These could be reinforced and monument placed at one of these points.



Along the walkway are a few breaks in the cement barriers with small slabs of concrete. Again, ideal location to place monument. Assume, to maintain the weight of the monument, a hole would need to be placed here and a larger and deeper base constructed... Clampers would do all the work and provide material.

3. North end of park near the jetty is not developed, but visitors must pass by this area to exit the view point and park. A historical marker sign could be placed directing folks to the monument. The monument can be moved, so with future development it could be placed where needed...



Extreme amount of unused/not developed land here. Assume, in the future, it may become a more active area for visitors. As a last resort, the monument could be placed here. If needed, the monuments may be moved (possible - just finished moving another in Yreka this Spring). To provide awareness, a sign could be placed directing tourists to the plaque...

Note : 1st very rough draft of plaque for monument. Intent here is to direct attention to Fujita and his continued involvement with Brookings after the war. Also important, pictures will be re-created by an artist to prevent any accusations of plagiarism...

As is, both wordings are a little lengthy and will need to be revised...



Japanese I-25 Submarine and Nobuo Fujita

In an attempt to burn forests and cities, divert men and materials from the war effort, show America's vulnerability as well as in retaliation for Doolittle's raid on Tokyo, the Japanese Imperial Navy bombed an Oregon forest.

On the morning of September 9th, 1942, 35 miles to the west of this point, the Japanese submarine I-25 launched an E14Y (Glen) observation pontoon aircraft. Armed with two 168lb incinerator bombs, pilot Nobuo Fujita and observer/gunner Shoji Okuda flew north to Cape Blanco Lighthouse (used for navigation) before turning south, dropping the bombs on Wheeler Ridge, 8 miles east of Brookings. To date, this is the only reported bombing of the continental U.S. by an enemy manned aircraft.

Crossing the shore line at Cape Blanco an Army Observer heard the plane and truckers Marvin and Dave Johnson saw it, reporting to the Coast Guard. Forest Service lookout employees Howard Gardner and Bob Larson saw the plane, reporting it at 6:24am. Later, a forest fire was spotted. Gardner and Keith Johnson found the small fire, a crater and bomb fragments. The early 1942 wet Fall prevented a catastrophic forest fire! The second bomb has never been found.

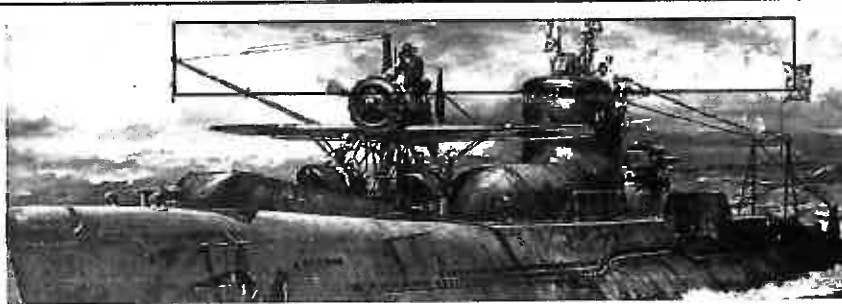
Once at the submarine, the plane was quickly disassembled and placed in the water tight hanger. On September 29th, 1942, in a second flight over the Wheeler Ridge area, 2 bombs were dropped, causing no fires and were never found. The I-25 disappeared in September 1943 off the New Hebrides coast.

On May 26th, 1962 pilot Nobuo Fujita returned to Brookings as a guest of the Jaycees. In a ceremony, and as a sign of peace, he presented a gift of his family's Samurai Sword, today on display at City Hall. Also, in May of 1990 and on the 50th Anniversary (Sept. 9, 1992) Fujita again visited Brookings.

**Appreciation to : Port of Brookings Harbor
Brookings - Harbor Chamber of Commerce**

Umpqua Joe Chapter 1859 of E Clampus Vitus

Dedication date : tba



Japanese I-25 Submarine

To Date : Only bombing of continental U.S. by an enemy airplane

In an attempt to burn forests and cities, divert men and materials from the war effort, show America's vulnerability as well as in retaliation for Doolittle's raid on Tokyo, the Japanese Imperial Navy bombed an Oregon forest.

On the morning of September 9th, 1942, 35 miles to the west of this point, the Japanese submarine I-25 launched an E14Y (Glen) observation pontoon aircraft. Armed with two 168lb incinerator bombs, pilot Nobuo Fujita and observer/gunner Shoji Okuda flew north to Cape Blanco Lighthouse (used for navigation) before turning south, dropping the bombs on Wheeler Ridge, 8 miles east of Brookings.

A Cape Blanco Army Observer heard the plane and contacted the Roseburg Filter Station which dispatched P-38 Fighters that mistakenly flew to Eastern Oregon. Truckers Marvin and Dave Johnson saw the plane, reporting it to the Coast Guard. They were told "*you would not know what a plane looks like*", then were hung up on!!!

Forest Service lookout employees Howard Gardner and Bob Larson also saw the plane, reporting it at 6:24am. Later, a forest fire was spotted, Gardner and Keith Johnson found the small fire, a crater and bomb fragments. The early 1942 wet Fall prevented a catastrophic forest fire! The second bomb has never been found.

Once at the submarine, the plane was quickly disassembled and placed in the water tight hanger. At this moment, an American A-29 Lockheed Hudson bomber flown by Captain Daugherty appeared, dropping 3 bombs. Daugherty reported they missed, but one caused a repairable leak to the radio room of the I-25 submarine.

On September 29th, 1942 in a second flight over the Wheeler Ridge area, 2 bombs were dropped, causing no fires and were never found. The I-25 disappeared in September 1943 off the New Hebrides coast.

**Appreciation to : Port of Brookings Harbor
Brookings - Harbor Chamber of Commerce**

Umpqua Joe Chapter 1859 of E Clampus Vitus
Dedication date : tba

In an attempt to burn forests/cities, divert men/materials from war effort, show vulnerability of Americans to war and retaliation for Tokyo raid by Doolittle, the Japanese Imperial Navy bombed an Oregon forest.

On the 15th of August 1942 the I-25 departed the home port of Yokosuka, Japan on its fourth deployment. The 356.6 foot long submarine carried 94 crew, 17 torpedoes, 1 14cm/40 deck gun, 6 168lb. incendiary bombs and 1 E 14Y pontoon plane modified to carry 2 bombs. A large water tight chamber was added to the deck to store the aircraft along with tracks and a catapult for launching the plane. The vessel's Lieutenant Commander Meiji Tagami had orders to bomb the forests east of Brookings to start large forest fires.

After several days of rough seas, calm came on Wednesday, 9th September, 1942. Early in the morning, about 35 miles directly west of Brookings, the plane was assembled, fitted with two bombs and pilot Nubuo Fujita and flight observer/gunner Shoji Okuda departed. They first flew north before turning inland at the Cape Blanco Lighthouse, used for submarine and plane bearings. The submarine submerged and headed to the landing point (42 22'00.0"N 125 12'00.0"W), approximately 35 miles off the coast of Gold Beach.

The events of the day had just began. The plane sounded like a loud " *sputtering* " Model A Ford and was spotted by a soldier at an aircraft observation post near Cape Blanco who contacted the Roseburg Filter Station. The station 'goofed' sending P-38 interceptor fighters to the Bend, Oregon area...

Truck driver Marvin Johnson and his son, Dave, had stopped just north of Port Orford when they heard, and then saw, the plane thru breaks in the coastal fog. Johnson said " *I went and phoned from a farm house - called the Coast Guard who told me, 'You wouldn't know what a plane looks like' and hung up!* "

Following orders, Fujita flew inland directly east of Brookings. He dropped the first bomb, circled and reported later that it exploded - it did. The second bomb was dropped - probably did not detonate - and has never been found. The first bomb, probably because of the low elevation it was dropped from, appeared to have landed on its side, not exploding properly, yet several phosphoreus thermite pellets (burn at 5,000 degrees Fahrenheit) ignited, starting a small fire. The fire was contained in an area of 50 ft. by 75 ft.

The plane was seen again at 6:24am by Forest Service Lookout Tower guards, Howard Gardner and Bob Larson. They thought the plane unusual. Having never seen one of this type and, as it also had pontoons, (rare to this area), they radioed Gold Beach that forwarded the message onto the Roseburg Filter Station. At 12:20pm Gardner reported a fire on Wheeler Ridge near Mt. Emily. Joined by Keith Johnson, the two men went to the site, controlled the fire and reported it was started by a bomb. If it had not been for an early wet Fall bringing cool, moist weather and coastal fog, a fire of this nature could have been tumultuous...

The plane returned to Cape Blanco arriving about 6:30am PWT. Once over water, Fujita saw two merchant vessels. Not wishing to be detected, they flew at 40 foot above the ocean to rendezvous with the I-25. The course led them directly to the submarine, the plane was quickly dismantled and stored in the sub's hanger!

At the same moment the crew finished the on-deck tasks, an American A-29 Lockheed Hudson bomber flown by Captain Jean Daugherty appeared above. The crew scrambled to submerge the sub as the A-29 circled. At the time of the bomber's return, the ship was starting the dive. Daugherty dropped 3 bombs - reporting later he felt he missed. He ordered the tail gunner to fire the twin 50 caliber machine guns at the sub as they passed. Much to their surprise, due to the barrels of the guns having been cleaned the night prior, yet not replaced, no shots were fired! However, one of the bombs had hit close enough to the I-25 to create a water leak into the radio room. For the next 20 days the I-25 remained submerged by day, repairing the damage at night...

On September 29th the pontoon plane was again launched and 2 more 168lb. incendiary bombs were dropped east of Brookings. No evidence of these bombs has been found to date. The sub then moved to the north and, with torpedoes, on October 4th disabled the tanker *Camden* at the mouth of the Columbia River; on October 5th sank the oil tanker *Larry Doheny* and on October 11 sank the Russian submarine *L-16*. The I-25 then left the Oregon coast for reassignment and re-supplying. .

E Clampus Vitus is a fraternal organization. There are currently about 50 chapters, all located in the Western States. It was started during the 1849 Gold Rush by miners, in bars, collecting gold dust to support women and children of miners that had perished. As then, today most of the members are blue collar workers.

The objectives of the organization are two fold. The first is to provide charitable assistance to those less fortunate in the community. For example, our chapter provides a scholarship each year for a local C student to attend a trade school, supplies firewood for seniors in need, adopts a family for Christmas, repairs appliances etc. Also, the group participates in the ODOT Road Clean Up Program. Our adopted section of Hwy. 199 is milepost 7 thru 9...

Our second objective is the preservation of history. We have placed hundreds of monuments throughout the Western United States (see attached photos) to identify places/people of historical significance. Also, we repair older monuments, clean historical areas and provide funding for historical projects.

Each chapter is named after a person related to the history of the area. For example, the Portland group has taken on the name of *Robert Gray* who, in 1792, discovered the Columbia River. The Eugene group is named after Abernethy, an early businessman in the Willamette Valley. Our group is *Umpqua Joe* and followed by the number, **1859**, the year Oregon became a state.

Umpqua Joe was a Rogue or Takilma Indian who was instrumental in warning miners along Rogue River of a planned attack by Indians in May, 1851. His daughter, Indian Mary, was granted land on the Rogue River where Joe had a ferry business. The Takilma Tribe extended to Brookings and Gold Beach!

Our funding comes from various forms. Most of the money is raised from donations by members, our famous BBQ Oysters stand as well as hamburgers/hot dogs and beer wagon sales. The most profitable events are the July 4th fireworks stands in Cave Junction and Selma...



Thoughts related to the monument in Brookings, Oregon

Attached, or following, are pictures of other monuments we have built. The most important message is that our group is not dictatorial with regard to the verbiage, where the monument is placed or what it is mounted on. As far as the Brookings area goes, it may be best to work closely with the Port Authority, State Highways or thru the local Chamber of Commerce or Historical Association.

Lately, the verbiage has been engraved on granite slabs and glued to the mount. Of course, we prefer to use bronze plaques but, unfortunately, the metal has often been stolen and used for scrap by pinheads. If security cameras are present in a very well traveled/protected area - bronze would be the plaque of choice?

Most of the monument bases are constructed from concrete. Colored concrete may be used if left uncovered. However, most monuments are covered with river rock or native rock from the area. Boulders have also been utilized and we do have tools to cut into the face and then inlay the plaque.

Preferably, the monument would be placed near the beach by the Brookings oceanfront R.V. Park, but in reality, this is just a wish and an acceptable location needs to be researched.

From: Raindance Tours <rdt@usfastnet.net>
Sent: Friday, June 4, 2021 2:09 PM
To: portmanager@portofbrookingsharbor.com
Subject: I-25 monument

Rough Draft Verbiage # 2

Japanese I-25 Submarine

To Date : Only bombing of the Continental U.S. by an enemy airplane

In an attempt to divert men/materials from the war effort, show America's vulnerability and retaliation for Doolittle's raid, the Japanese bombed the Rogue River - Siskiyou National Forest.

On September 9, 1942, 35 miles to the west, the Japanese submarine I-25 launched a modified Glenn observation pontoon aircraft. With two 168lb incinerator bombs, pilot Nobuo Fujita and observer/gunner Shoji Okuda flew to Wheeler Ridge, eight miles east of Brookings, dropping the bombs.

As the plane crossed the coastline, an Army Observer and truckers Marvin and Dave Johnson reported it. At a Forest Service lookout, Gardner and Larson saw it at 6:24am. A small forest fire was spotted, extinguished and a bomb crater with fragments found! The second bomb has never been located.

Once back at the sub, the plane was disassembled and stored in the water tight hanger. At this time, an American A-29 bomber flown by Captain Daugherty appeared, dropping three bombs and causing a repairable leak to the I-25's radio room.

On Sept. 29, Fujita made a second flight, same area, no fires and bombs ever found. The I-25 disappeared in Sept. of 1943 off the New Hebrides coast.

In 1962 Fujita returned to Brookings with his family's Samurai Sword as a gift of peace. He also visited in May 1990 and again Sept. 9, 1992 - the 50th Anniversary of the flight. In Oct. 1998, his daughter returned and buried some of his ashes at the bomb site.

Appreciation to : Port of Brookings Harbor & Brookings - Harbor Chamber of Commerce

Umpqua Joe Chapter 1859 of E Clampus Vitus
Dedicated : September xx, 2021

Very Rough Draft - Use This Text for Improvements

Gary,

Here is the verbiage so far - plenty of time for improvements, suggestions or changes. Now it will be 36 inches tall and 24 inches wide. Adding a picture of the sub has met hurdles - but still pursuing it. Like you, I feel a slanted table top monument, low enough to not block view of ocean, bolted to slab and made of concrete to match the existing surroundings would be best (because of the ocean, fog and salt water - to cover it with rock like most of our other monuments would lead to lime dripping on plaque/rocks and would deteriorate rapidly).

Will be in touch and do telephone with any concerns or questions.

Ken Kudrna

rdt@usfastnet.net

541-218-4848

INFORMATION ITEM – F

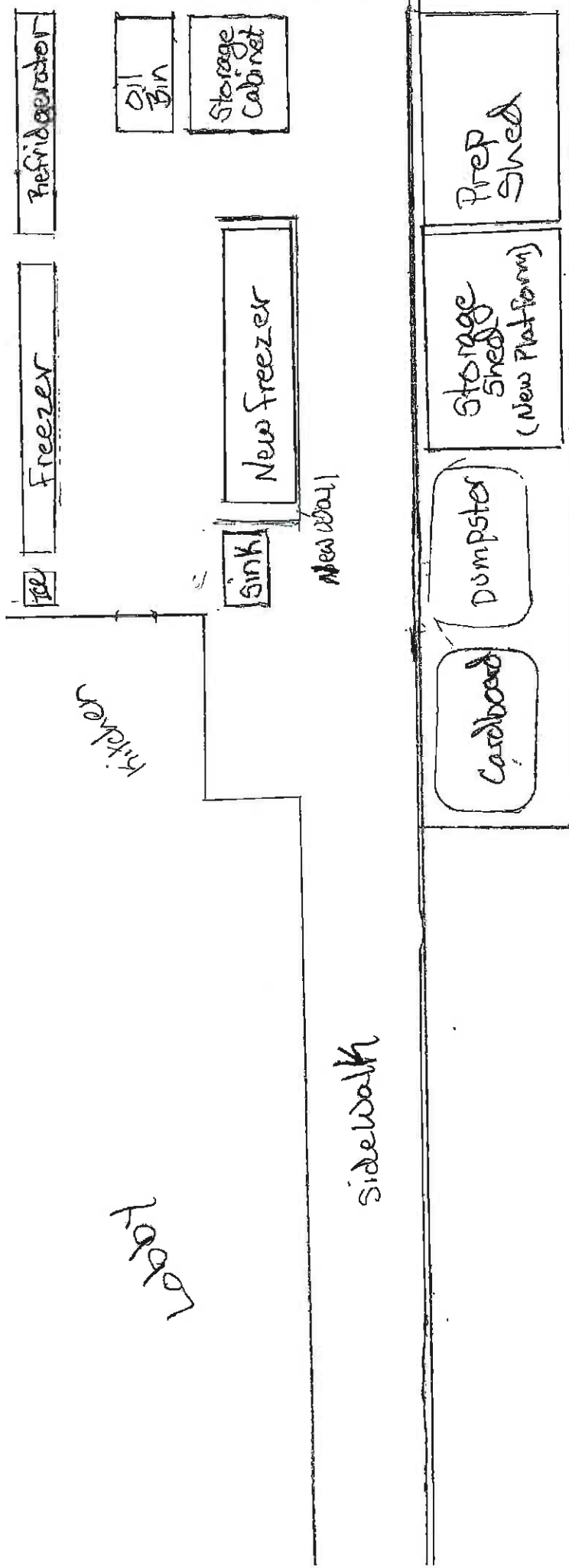
DATE: June 10, 2021
RE: Hungry Clam Outdoor Storage Alteration
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Board reviewed the idea at a special meeting April 29, 2021 as a information item.
- Hungry Clam manager provided a drawing of the plan to move storage sheds, add a platform, 4-door freezer and new wall behind the freezer with electrical outlet.
- Hungry Clam would cover all costs associated with the alteration.
- Any new building construction would require Curry County Building & Safety permitting.

DOCUMENTS

- Proposed drawing of alteration, 1 page



Hungry Clam



INFORMATION ITEM – G

DATE: June 10, 2021
RE: Crow/Clay Draft RV Park Construction Drawings
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Board approved revising the RV Park construction plans to include:
 1. Seven (7) new pull-thru RV sites with utilities (or as many new sites as possible);
 2. Electrical upgrade to 30/50/110 for seven new RV sites (or as many new sites as possible);
 3. Demolition of small restroom;
 4. Two (2) new trash bin enclosures;
 5. Utility upgrades including electrical upgrade to 30/50/110 and dividers on remaining front row pull-thru sites;
 6. All sewer caps to be replaced with self-closing cap;
 7. Realignment of Sites 78 through 103 for better access.
- Estimated timeline for this project:
 1. June 1 to July 1 – Port Review
 2. July 1 to mid-August – Permitting (Harbor Sanitary & Curry County Planning / Building & Safety / State Electrical Engineer)
 3. Mid-August to October 1 – Bidding and Contract Approval
 4. Mid-October to November 1 – Start Construction
- Cost of materials have increased since our plan to upgrade the RV Park and acquiring the loan. The estimated cost of the project could reduce the amount of upgrades we have planned. Value engineering with the contractor will be important to reduce overall costs. The Port may need to supplement general funds to accomplish this project.

DOCUMENTS – (not available at time of packet release, anticipating receiving documents June 9 Wednesday afternoon)

- Draft RV Park Construction Drawings
- Revised engineers estimate

INFORMATION ITEM – H

DATE: June 10, 2021
RE: Joint Permit Application FEMA DR-4432 and DR-4452 Projects
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Jack Akin-EMC Engineers/Scientists completed the Joint Permit Application for the FEMA DR-4432 and DR-4452 Projects. JPA was submitted to Curry County Planning Department for their review and signature on May 25.
- Received Curry County signature on June 3. JPA was sent to USACE and Oregon Department of State Lands for their review and approval. JPA approval from all agencies could take several months.
- Jack Akin is looking into scheduling a visit for the Port to see a dredge he is recommending. Location of the dredge is still unknown. Jack, Travis and I would probably be going on this visit. The dredge would most likely be out of state and would need Board approval for the overnight stay.



DOCUMENTS

- JPA, 42 pages

Joint Permit Application

This is a joint application, and must be sent to both agencies, who administer separate permit programs. Alternative forms of permit applications may be acceptable; contact the Corps and DSL for more information.

Date Stamp

	U.S. Army Corps of Engineers Portland District		Oregon Department of State Lands
Corps Action ID Number Not yet assigned		DSL Number	
(1) TYPE OF PERMIT(S) IF KNOWN (check all that apply)			
Corps: <input type="checkbox"/> Individual <input checked="" type="checkbox"/> Nationwide No.: _____ <input type="checkbox"/> Regional General _____ <input type="checkbox"/> Other _____			
DSL: <input type="checkbox"/> Individual <input checked="" type="checkbox"/> General Permit <input type="checkbox"/> No State Permit Required <input type="checkbox"/> Waiver			
(2) APPLICANT AND LANDOWNER CONTACT INFORMATION			
	Applicant	Property Owner (if different)	Authorized Agent (if applicable) <input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Contractor
Name (Required) Business Name City, State, Zip	Gary Dehlinger, Port MGR. Port of Brookings PO Box 848, Brookings, OR, 97415		Jack (John) Akin, MS, PE EMC-Engineers/Scientists, LLC 1867 Williams HWY, Ste. 264 Grants Pass, OR 97527
Business Phone Cell Phone Email	541-469-2218 portmanager@portofbrookingsharbor.com		Office: 541 474 9434 Cell: 541 261 9929 (preferred) emc@emcengineersscientists.com
(3) PROJECT INFORMATION			
A. Provide the project location.			
Project Name: Removal of Sand & Silt from Port of Brookings Harbor Basins, and Basin 2 Embankment Repair		<u>Latitude & Longitude*</u> Center of Ice House Inlet: 42.0481028° N, 124.2687778° W Center of Treatment Area Next to Inlet: 42.0483389° N, 124.2664222° W	
Project Address / Location Port of Brookings Harbor	City (nearest) Brookings		County Curry
Township	Range	Section	Quarter/ Quarter
41S	13W	05	DB
41S	13W	05	DC
41S	13W	08	A
Tax Lot			
1798, 1799			
298, 299, 1700, 1800, 3100, 3300, 3400			
498, 499, 1100, 1200			
Brief Directions to the Site: Enter Lower Harbor Road from US HWY 101, Brookings, Oregon, travel below US HWY 101 and thence along Lower Harbor Road. The basins are on the RHS while traveling southward. Latitude and Longitude locate points central within proposed actions.			
B. What types of waterbodies or wetlands are present in your project area? (Check all that apply.)			
<input checked="" type="checkbox"/> River / Stream <input type="checkbox"/> Non-Tidal Wetland <input type="checkbox"/> Lake / Reservoir / Pond			
<input type="checkbox"/> Estuary or Tidal Wetland <input type="checkbox"/> Other <input type="checkbox"/> Pacific Ocean			

(3) PROJECT INFORMATION			
Waterbody or Wetland Name** Chetco River	River Mile RM 0+15	6 th Field HUC Name	6th Field HUC (12 digits)

* In decimal format (e.g., 44.9399, -123.0283)

** If there is no official name for the wetland or waterbody, create a unique name (such as "Wetland 1" or "Tributary A").

C. Indicate the project category. (Check all that apply.)		
<input type="checkbox"/> Commercial Development	<input type="checkbox"/> Industrial Development	<input type="checkbox"/> Residential Development
<input type="checkbox"/> Institutional Development	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Recreational
<input type="checkbox"/> Transportation	<input checked="" type="checkbox"/> Restoration	<input type="checkbox"/> Bridge
<input checked="" type="checkbox"/> Dredging	<input type="checkbox"/> Utility lines	<input type="checkbox"/> Survey or Sampling
<input type="checkbox"/> In- or Over-Water Structure	<input type="checkbox"/> Maintenance	<input type="checkbox"/> Other:

(4) PROJECT DESCRIPTION

A. Summary of the Overall Project

The Port seeks permit to dredge up to 150,000 cubic yards over its 10 year permit period. It is estimated that the Port would accomplish this within an annual production range of 10 – 30,000 cubic yards. The most recent dredging project in Port Basins occurred in 2017. Dredging via hydraulic suction dredge, runs of dredge pipe, night operations, an operational summary, a dredging equipment list, sediment disposal, horizontal and vertical control of the dredging equipment, the dredge area, working hours, positioning & progress surveys, dredge navigation, vessel traffic and security, and protection of Port facilities are presented in this Joint Permit Application (JPA) and attachments.

The Port also seeks to repair unraveled, scoured and buried rock and riprap along the south and west Basin 2 walls. The estimated length along the embankment in need of repair is at or near the mean high tide elevation (MHW), but is nevertheless proposed to repair previously existing embankment.

Figures, drawings, maps, photos, calculations and exhibits are provided to illustrate and otherwise provide information to the reviewer regarding this project to be used when required. Scaled engineering drawing sets and other attachments are referenced where applicable in this Application.

B. Description of Source of Fill Material and Disposal Locations

Maintenance Dredging

Fill materials are the sediments that have shoaled into the Port basins, migrated from the river, incoming tides and embankment erosion. Basin floor sediments are found at present to range from about 2' to 8' in thickness, very fine to medium sands. Most recent analyses indicate that fines (very fine sands, fine sands, silts and clays) are the predominate sediments at the Port. Fines content (silt plus clay) averaged greater than 35%, and fine/very fine sands averaged nearly 50%. Total solids averaged just over 50%, with a total volatile solids fairly low at less than 0.5%.

Sediment Disposal

The sediment, after removal by a hydraulic dredge system, would be piped at 9.0 – 12.0 feet per second, to location(s) at the proposed upland storage site (see attached drawing set entitled **Sediment Stockpile Location #2**). Alternative dredging operations (e.g. clamshell/scow, submersible pump/pipeline) were considered for this project. But navigation and draft constraints (no reasonably accessible landings for crane/excavator, depth limitations for required barge drafts, maneuverability of clamshell operations between docks, etc.) quickly eliminated these as feasible alternatives. However, a dredging operation utilizing equipment and materials as to be described is feasible.

Sediment piping distances are well within the capabilities of the specified dredging equipment. Advantages to the direct pipeline are efficiency, traffic reduction, fuel savings and turbidity reduction.

Regarding boat traffic: the Port is a busy Port, with daily commercial and sport vessels passing in and out of the inlet/outlets. An anchored, well-located, underwater pipeline would not impede this traffic.

Horizontal and Vertical Control of Dredging Equipment

Since the project is controlled, and sediment destination local, horizontal positioning via GPS positioning with differential GPS and Windows-driven software will not be required. Positioning will instead be assisted by line of sight from the numerous visual reference points in the harbor. This is feasible because all planned dredging will occur within the harbor where reference landmarks (i.e. boat slips, floating and permanent docks) are readily available. Vertical positioning controlled from the dredge.

Dredge Area

See the attached drawing set entitled **Basin Dredging**. Sheet C103 shows the Port's plan to dredge areas impacted by Chetco Fire-generated sediments. These are prioritized sections, to be funded by FEMA, and are shaded red.

However, over the ten year permit span the entirety of both basins must be surveyed to determine locations throughout that require dredging in order to maintain authorized depths. The dredge maintenance area is shown on Sheet C101, shaded blue.

Return Water

The dredging and draining pipelines will be stable under their own weight at the specified slope, but a few steel stakes may be pounded in as needed for further support. The pipe end will be extended a few feet into the water to prevent erosive-turbidity, but will not sit on the basin floor. The HDPE pipe is slightly less dense than water and will float with its invert and crown just below water surface.

In terms of turbidity treatment this system will utilize a sediment storage area for primary treatment separating fine sands & silts from return water (see **Sediment Stockpile Location #2**) and secondary treatment via a designated zone within Port basin locations, contained by a turbidity curtain. The turbidity curtain will be "walked out" from the basin shorelines and so placed.

Turbidity readings will be taken daily to assure treatment effectiveness and are expected, as is typical of hydraulic suction operations, not to exceed 15 NTUs. Measurements will be taken on the seaward side of the turbidity curtain from the return water pipe exit in designated zone. The following relationships with respect to settling, sheet flow, gravity & pressurized flow, etc. are used for design.

Sheet Flow - An open channel will be created with $\geq 2\%$ grade, 24' wide & walls created by triangular silt barriers (weighing 10 lbs./ft.), or by grading, directing water to the 12' wide influent weir of the primary zone in the settling basin. Sheet flow will be created by a "spreader", if deliverer to any upland location is selected..

Open channel flow velocity can be estimated using Manning's equation $V = \frac{1.49 R^{2/3} S^{1/2}}{n}$

With R = hydraulic radius (channel cross section / wetted perimeter)
S = slope (> 0.02)
n = manning coefficient, conservatively selected to be 0.025.

Thus V (ft/s) = 2.18

Secondary Treatment

Settling velocity - Stokes; $V = \frac{2(S_p - S_f) g R^2}{9 n}$

V = settling velocity, m/s, g is gravitational acceleration @ 9.81 m/s², n is dynamic fluid viscosity, at 8.9×10^{-4} k/m-s, S_p = particle density kg/m³ @ 2.7 SG, S_f = fluid density (seawater) @ 1025 kg/m, R = grain density, ranging from silts at the Port @ 1/256 - 1/16 mm diameter.

Thus, using the average of 0.0332 mm particle diameter for R, we derive at about 11.1 inch/min. settling velocity. Not knowing weighted spectrum of silt grain sizes, we will design for a waterfall thickness of less than 3", two-minute retention is primary settling z.

Actions that will require the use of materials that are hazardous or toxic to aquatic life (such as motor fuel, oil, or drilling fluid), are included within the attached pollution and erosion control plan, to be carried out by the Port of Brookings Harbor.

The Plan includes practices to minimize erosion and sedimentation associated with all aspects of the project (e.g., staging areas, stockpiles, grading); to prevent debris from dropping or otherwise entering any stream or waterbody; and to prevent and control hazardous material spills.

During dredging, erosion controls will be monitored and maintained daily during the rainy season and weekly during the dry season as necessary to ensure controls are properly functioning. If monitoring shows that the erosion controls are ineffective at preventing visible sediment discharge, the project will stop to evaluate erosion control measures.

Repairs, replacements or the installation of additional erosion control measures will be completed before the project resumes. If applicable, maintenance will include removal of sediment and debris from erosion controls like silt fences or hay bales once it has reached on-third of the exposed height of the control.

Whenever practical, leave native materials where they are found and in areas to be cleared, clip vegetation at ground level to retain root mass and encourage reestablishment of native vegetation. Building and related structures may not be constructed inside the riparian management area.

Heavy equipment will be selected and operated as necessary to minimize adverse effects on the environment (e.g., minimally-sized, low pressure tires, minimal hard turn paths for tracked vehicles, temporary mats or plates within wet areas or sensitive soils); and all vehicles and other heavy equipment will be used as follows: 1) Stored, fueled and maintained in a vehicle staging area placed 150 feet or more from any waterbody, or in an isolated hard zone such as a paved parking lot, or lined surface. 2) Inspected daily for fluid leaks before leaving the vehicle staging area for operation within 50 feet of any waterbody. 3) Steam-cleaned before operation below ordinary high water, and as often as necessary during operation to remain free of all external oil, grease, mud, seeds, organisms and other visible contaminants. 4) Generators, cranes and any other stationary equipment operated within 150 feet of any waterbody will be maintained and protected as necessary to prevent leaks and spills from entering the water.

Storage & Destination of Dredged Material, and Return Water Treatment

The Port will stockpile the dredged material on Port property, contained, to be loaded into trucks, or directly pumped to three designated sediment storage area (see attached engineered drawing sheets entitled **Sediment Stockpile Location #2**). These materials will at no time be delivered or disposed to an in-water location.

The treatment system for the return water is designed to assure that return water from the sediment storage area will not exceed 15 NTUs.

POBH will at least adhere to the following SLOPES IV Criteria:

All work within the Project Area in-water is proposed to be initiated and completed inside of the Oregon Guidelines for Timing of In-Water Work to Protect Fish and Wildlife, resources (ODFW 2000, or the most recent version. Care will be taken as described by isolating the work area from fish and wildlife. The entrance of the pipe will allowed the entry of the sediment, mixed with water-based slurry, and the "walking out" of the turbidity curtain during low tide, will help prevent by screening the accidental take of fish species during the dredging period.

The following cited and specific SLOPES IV Criteria for dredging to maintain vessel access, and to maintain functionality will be adhered to during the project:

35. When dredging to maintain access to previously authorized docks, wharfs, mooring structures, and boat ramps, the following conditions apply:

- a. The dredging will not alter the character, scope, size, or location of the project area or previously authorized dredge prism.

36. When discharging or excavating to maintain the functionality of a channel, culvert, intake, or outfall, the following conditions apply:

a. All dredged materials and subsequent leave surface must be suitable and approved for in-water disposal using newly acquired or historical data based on criteria in the Sediment Evaluation Framework.

b. All dredged sediment and debris must be side cast or returned within the annual high flow channel downstream from the dredging site where it will continue to provide aquatic habitat functions.

c. The dredging must not alter the character, scope, size, or location of the project area.

Also, with respect to the intended adherence to SLOPES IV Criteria, please **SLOPES Criteria Notes** on Page 6 below.

C. Embankment Repair

An intent of this project is to restore the slopes to their original condition and prevent slope failures from reoccurring (during similar events). An attachment, entitled **Basin 2 Embankments – Existing Conditions**, presents photos of the present state of Basin 2 embankments.

The level of design used for this slope repair is not intended to exceed minimum requirements for slope repair and does not include maintaining slope stability during the design level earthquake. The proposed design is a standard rip rap repair where the existing grade is covered with structural fill, compacted to 90% relative density and placed at a 1V/1H to a 1V/2H slope, as determined on site by the engineer of record (EMC). The design and location of the west Basin 2 embankment repair is shown in the drawing set entitled **SOUTH BASIN EMBANKMENT RECONSTRUCTION**. The design and location of the south Basin 2 embankment repair is shown in the drawing set entitled **SOUTH BOAT BASIN WALL**.

Either a heavy, non-woven fabric (8 oz.) or 16 inches of riprap geotextile will be laid over the compacted fill. A specified angular rock, likely about 6 inches, may be placed as a base for the rip rap rock, compacted to 90% relative density and extending 4 - 5 feet beyond the riprap toe to provide an apron against scour. Specified riprap (likely Class 2000) would be placed (not dumped) atop the base rock floor and fabric or geotextile along the structural fill embankment. Preliminary volume approximates call for up to 580 yd.³ of structural earth fill (existing embankment soils will be evaluated by the engineer-of-record for suitability), 950 yd.³ of base rock, and up to 2140 yd.³ of class 2000 riprap, in order to repair the approximately 1300 linear feet as described within the FEMA damage inventory. Actual repair to length (as measured from top of slope) is proposed to be about 1300 feet.

Design Specifics

The rock used for this project will be specified to follow test requirements found within AASHTO 85 (Apparent specific gravity, percent absorption); ODOT TM 208A (degradation); and AASHTO T 104 (soundness). All rock specified in this project must be angular in shape, and the thickness of any single rock shall not be less than one third of its length. Round rock will not be accepted unless authorized by EMC. The rock must meet the gradation requirements for the class specified, be free from overburden, spoiled, shale and organic material. Non-durable rock, shale or rock with shale seams is not acceptable. Class 2000 rip rap is by definition comprised of rocks that are 20% by weight of 1400 pounds to 2000 pounds, 30% by weight of 700 to 1400 pounds, 40% by weight 40 to 700 pounds and 0 to 10% 0 to 40 pounds. Either a filter blanket of 16 inch layer of class 50, or specified filter fabric will be laid beneath the rock.

A clamshell, orange peel bucket, skip or similar approved device will be used which will transport the riprap material to its final destination. This revetment repair is for flow assumed to generally be uniform, steady and subcritical. The longitudinal extent of this repair should be continuous for a distance greater than the length that is impacted. The vertical extent of protection required for this revetment includes design height and foundation or toe depth. The design height of the rip rap installation is to be equal to the design high water elevation (King tide plus storm surge) with adequate freeboard to accommodate wave action, super elevation from the channel bend, hydraulic jump, and flow irregularities, plus erratic phenomena such as unforeseen embankment settlement, overtopping, pore pressure and erosion.

Scour depth is estimated at about 5 feet from the lowest elevation in the cross-section of the Port Basin 2 at this point, utilizing the conservative assumption of a median diameter of bed material to be about 0.15 m. Riprap thickness for Class 2000 is specified to be at least a 3 foot layer.

The filter beneath the riprap and overlying the structural fill is to prevent the migration of fine soil particles through structural voids and to distribute the weight of the armoring and support units (riprap) to provide more uniform settlement, and also permits relief of hydrostatic pressures within the soils.

The fabric or geotextile also prevents surface water from causing erosion beneath the rip rap. In addition to toe considerations with respect to scour the flanks of this revetment are designed for upstream and downstream conditions

General Construction, Erosion & Control Notes

Final bank slope will be between 1V:1.5H and 1V:2H. Bank preparation will consist of clearing debris and minor grading. Riprap placement will be by machine placing and hand placing. Hand placing will be performed as specified by EMC on steeper side slopes. Re-handling or dragging to smooth revetment services tend to result in segregation and breakage of stone and are to be avoided. Stone will not be dropped from an excessive height.

Actions that will require the use of materials that are hazardous or toxic to aquatic life (such as motor fuel, oil, or drilling fluid), are included within the pollution and erosion control plan sections of this narrative, to be managed by EMC and enforced by the Port of Brookings Harbor. The plan includes practices to minimize erosion and sedimentation associated with all aspects of the project (e.g., staging areas, stockpiles, grading); to prevent debris from dropping or otherwise entering any stream or waterbody; and to prevent and control hazardous material spills.

Erosion controls will be monitored and maintained daily during the rainy season and weekly during the dry season as necessary to ensure controls are properly functioning. If monitoring shows that the erosion controls are ineffective at preventing visible sediment discharge, the project will stop to evaluate erosion control measures. Repairs, replacements or the installation of additional erosion control measures will be completed before the project resumes.

If applicable, maintenance will include removal of sediment and debris from erosion controls like silt fences or hay bales once it has reached on-third of the exposed height of the control. Whenever practical, native materials are to be left where they are found and in areas to be cleared, vegetation is to be clipped at ground level to retain root mass and encourage reestablishment of native vegetation.

Heavy equipment will be selected and operated as necessary to minimize adverse effects on the environment (e.g., minimally-sized, low pressure tires, minimal hard turn paths for tracked vehicles, temporary mats or plates within wet areas or sensitive soils); and all vehicles and other heavy equipment will be used as follows:

- 1) Stored, fueled and maintained in a vehicle staging area placed 150 feet or more from any waterbody, or in an isolated hard zone such as a paved parking lot, or lined surface;
- 2) Inspected daily for fluid leaks before leaving the vehicle staging area for operation within 50 feet of any waterbody;
- 3) Steam-cleaned before operation below ordinary high water, and as often as necessary during operation to remain free of all external oil, grease, mud, seeds, organisms and other visible contaminants and
- 4) Generators, cranes and any other stationary equipment operated within 150 feet of any waterbody will be maintained and protected as necessary to prevent leaks and spills from entering the water.

SLOPES Criteria Notes:

1.3.1.2 General Construction

11. Pollution and erosion control. Any action that will require earthwork and may increase soil erosion and cause runoff with visible sediment into surface water, or that will require the use of materials that are hazardous or toxic to aquatic life (such as motor fuel, oil, or drilling fluid), must have a pollution and erosion control plan that is developed and carried out by the applicant, and commensurate with the scale of the action the following SLOPES IV General Construction practices are applicable and will be followed during this project.)

a. Actions will include practices to minimize erosion and sedimentation associated with all aspects of the project (e.g., staging areas, stockpiles, grading); to prevent debris from dropping or otherwise entering any stream or waterbody; and to prevent and control hazardous material spills.

b. During the project, erosion controls and streams will be monitored and maintained daily during the rainy season and weekly during the dry season as necessary to ensure controls are properly functioning.

- c. If monitoring shows that the erosion controls are ineffective at preventing visible sediment discharge, the project will stop to evaluate erosion control measures. Repairs, replacements or the installation of additional erosion control measures would be completed before the project resumes.
- d. Proper maintenance includes removal of sediment and debris from erosion controls like silt fences or hay bales once it has reached one third of the exposed height of the control.

15. Preconstruction activity. Before any alteration of the action area, flag the boundaries of clearing limits associated with site access and construction to minimize soil and vegetation disturbance, and ensure that all temporary erosion controls are in place and functional.

17. Heavy equipment. Heavy equipment will be selected and operated as necessary to minimize adverse effects on the environment (e.g., minimally-sized, low pressure tires, minimal hard turn paths for tracked vehicles, temporary mats or plates within wet areas or sensitive soils); and all vehicles and other heavy equipment will be used as follows:

- Stored, fueled and maintained in a vehicle staging area placed 150 feet or more from any waterbody, or in an isolated hard zone such as a paved parking lot.
- Inspected daily for fluid leaks before leaving the vehicle staging area for operation within 50 feet of any waterbody.
- Steam-cleaned before operation below ordinary high water, and as often as necessary during operation to remain free of all external oil, grease, mud, seeds, organisms and other visible contaminants.
- Generators, cranes and any other stationary equipment operated within 150 feet of any waterbody will be maintained and protected as necessary to prevent leaks and spills from entering the water.

D. Construction timeline.

What is the estimated project start date? October 15th

What is the estimated project completion date? March 1st

Is any of the work underway or already complete? Yes No

If yes, please describe.

D. Removal Volumes and Dimensions (if more than 7 impact sites, include a summary table as an attachment)

Wetland / Waterbody Name *	Removal Dimensions					Duration of Impact**	Material***
	Length (ft.)	Width (ft.)	Depth (ft.)	Area (ac.)	Volume (c.y.)		
Port Basins	****	****	12	****	150,000	permanent	river sediment

G. Total Removal Volumes and Dimensions

Total Removal to Wetlands and Other Waters	Length (ft.)	Area (ac.)	Volume (c.y.)
Total Removal to Wetlands			
Total Removal Below Ordinary High Water	****	****	150,000
Total Removal Below <u>Highest Measured Tide</u>	****	****	150,000
Total Removal Below <u>High Tide Line</u>	****	****	150,000
Total Removal Below <u>Mean High Water Tidal Elevation</u>	****	****	150,000

H. Fill Volumes and Dimensions (if more than 7 impact sites, include a summary table as an attachment)

Wetland / Waterbody Name*	Fill Dimensions					Duration of Impact**	Material***
	Length (ft.)	Width (ft.)	Depth (ft.)	Area (sq. ft. or ac.)	Volume (c.y.)		
Upland Disposal-No disposal to wetlands or waterbodies-Return water will be gravity piped as shown. Sediment will be	180	225	8	48500	12000	Seasonal	Sand w silt

placed in disposal area for upland beneficial uses.							
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I. Total Fill Volumes and Dimensions

Total Fill to Wetlands and Other Waters	Length (ft.)	Area (sq. ft or ac.)	Volume (c.y.)
Total Fill to Wetlands	0	0	0
Total Fill Below Ordinary High Water	0	0	0
Total Fill Below <u>Highest Measured Tide</u>	0	0	0
Total Fill Below <u>High Tide Line</u>	0	0	0
Total Fill Below <u>Mean High Water Tidal Elevation</u>	0	0	0

* If there is no official name for the wetland or waterway, create a unique name (such as "Wetland 1" or "Tributary A"). The name should be consistent with other project documents, such as a wetland delineation report and drawings.
 ** Indicate the days, months or years the fill or removal will remain. Enter "permanent" if applicable. For DSL, permanent removal or fill is defined as being in place for 24 months or longer.
 *** Example: soil, gravel, wood, concrete, pilings, rock etc.
 **** See attached drawings and Dredging & Disposal Plan. Dimensions of future projects (if any) are as yet unknown.

(5) PROJECT PURPOSE AND NEED

Project Purposes and Needs

The **purposes** of this proposed project is to maintain adequate and safe depths at the commercial basin, sport boat moorage basin, transient dock, and public launch ramp, and to repair the south and west embankments of Basin 2. The **need** for this project is due to the following:

Maintenance dredging has not been done in the Port of Brookings Harbor basins (POBH) for over four years, and then not sufficiently to compensate for estimated shoaling rates, which are increasing due to local (Chetco) fires. POBH services are vital to the local and transient boating community, to those of local city and county residents and to USCG patrol and rescue operations. Sediments that migrate into the harbor must be dredged in order for the Port and USGS to be enabled to continue to provide these services. The dredge area within the commercial basin, sport boat moorage basin, transient dock, and public launch ramp are to be dredged to -12 feet MLLW (and up to 2 foot overdredge), or to other depths as dictated by conditions, whichever is shallower.

West and south embankments in Basin 2 are failing. Landslides that occurred during the February and April, 2019 storms along the Basin 2 west embankment covered previously existing riprap along that slope (see attached photo set entitled **Basin 2 Embankments – Existing Conditions**). The sediment accumulating beneath the docks caused them to rest on the mudline beneath during low tides, causing damage to the docks. The combined effects of high winds and abundance of stormwater on steep embankments comprised of non-cohesive soils are described below. These events are recurring and so upland paving and stormwater control is also being considered as part of this Project, in order to harden the Port against future, imminent events.

Storm and Erosion Processes

Contributing factors to embankment failure and subsequent sediment accumulation, and associated Port dock damages, are high winds and storm-generated erosion from embankment overtopping (stormwater flows that combine into streams and flow over the top of embankments, scoring and weakening the grade) and pore water (water seeping into permeable landings and, via hydraulic head, breaking through side banks, accelerating embankment erosion. Paving these landings and controlling stormwater flows along the west and south Basin 2 walls, and the Ice House Inlet commercial areas, would provide permanent protection to the Port.

Stormwater Flow Volumes

Rainfall at the Port of Brookings Harbor averages 83.5 inches/year, 2.2 times the national average. Of the 106.2 days in a given year that rain falls at the Port, nearly falls between late September and early to mid-April of each year. An affected landing zone of 50 – 100' in width, borders the Port Basin shorelines. This margin covers a footprint of about 734,500 ft.².

Along that total area about 117.34 acre feet (5,111,473 ft.³) of rain water flows over or infiltrates along the approximately 5800 foot long Port Basin shoreline.

Affected and Relatively Non-affected Embankments

The margin areas along the embankments of the north and east of Basin 1 are paved, and the stormwater in those areas is controlled by catch basin and piping systems. On the west side of Basin 1 is a heavy riprap jetty. A couple hundred feet of the north end of the west Basin 2 landings are also paved and stormwater is similarly managed, as that area is occupied by the US Coast Guard.

Much of the landing area approaching the Boatyard on the east side of Basin 2 has been paved and is equipped with stormwater catch basins and piping. The landing area margin above and including the fueling supply and Fuel Dock have recently been paved, and catch basins and piping installed.

This was done because of the recent failure of the Dock Access Pad, which was falling westward into Basin 2, due to the same erosive mechanisms described in this section. The concrete pad was removed, the area above the pad embankment (about 1300 ft²) was paved and two catch basins and connecting underground piping placed.

Most of the approaching landing between the Fuel Dock area and the Boatyard area along the east side of Basin 2 are more gradually sloped and erosion due to stormwater infiltration and overtopping are of much less concern to the Port.

Concerns with respect to accelerated erosion therefore remain at Port Basin shorelines surrounding the Commercial Receiving Dock areas, the Icehouse Inlet and the Basin 2 south and west embankments. Accelerated erosion from stormwater overtopping and infiltrating the Commercial Receiving Dock and Icehouse Inlet areas are not directly attributable to the 2019 February and April damages (4432 and 4452), but are caused by the erosive mechanisms described in this section.

Damage Process

Existing riprap has been buried or unraveled, and embankment cave-ins have, as a result of these two back-to-back events, occurred and continue to occur along the approximate 1300 linear feet of exposed embankment along the south and west Basin 2 walls.

The average soil permeability coefficients (using C.I.A. ground surface classifications) of the landings approaching these embankments is about 0.4, and so approximately 40% precipitation on the landings affecting these embankments (about 352.5 ft.³ /linear foot/season) sinks into the ground and joins the high groundwater flows during storm season, found by average piezometric data to be at about 8 foot below ground surfaces.

This excess water works its way by pore pressure (8 feet head or greater) at elevations of 8 to 10 feet from top of bank and erodes the base material along these embankments. The remaining 60 percent (about 529 ft.³ /per linear foot/season) overtop the embankment on these unpaved areas, scoring and weakening the embankment structure.

The above would not be enough data to guide remediative design, unless augmented by duration data. This data is available via the Rainfall Intensity-Duration-Recurrence Interval (RDI) Curves (these can be obtained from the ODOT Manual, Appendix A, Zone 1).

There it can be seen that rainfall often occurs in the area with RDI coefficients of 1 for about 60 minutes, and as high as 4 for five minute intervals. Such coefficients, using classical stormwater flow calculations result in 4 to 16 cubic feet per second over the embankments for durations ranging from 5 minutes to an hour. The narrow margin lengths mean that concentration times are nearly instantaneous. This data represents a small winter storm at the Port. Major storms, such as the ones that occurred in April, 2019, last for days, with stormwater flows that range as described. High embankments of non-cohesive soils (sand) that are margined with permeable soils are not well protected against such stormwater flows, often driven by high (60 – 100 mph) winds.

(6) DESCRIPTION OF RESOURCES IN PROJECT AREA

A. Physical and Biological Characteristics

The Project Area is located in the Chetco estuary, which has been substantially modified from its historical condition. Prior to development, the river was once a bar bound system that likely included a very productive freshwater lagoon with the tidal marsh. In the 1850's, the discovery of gold brought miners to the region who excavated river terraces further up the basin. Near the coast, logging increased. When the jetties and boat basins were constructed in the 1950's, these improvements eliminated most of the shallow-water habitats and vegetation by replacing with deeper water and banks stabilized with riprap. Since then, further diking and the installation of riprap have also contributed to shoreline and estuary modification.

Major tributaries to the Chetco estuary include Box Canyon Creek, Tincup Creek, Boulder Creek, Mislatah Creek, Eagle Creek, South Fork, Emily Creek, North Fork and Jacks Creek.

The lower portion of Chetco River is bordered by rural residential development, forestry and urban areas.

The Chetco River estuary is a relatively small estuary along the Oregon Coast, its tidal prism extending about 3.5 miles upstream (Ratti and Kraeg 1979). However, it still supports a diverse mix of flora and fauna as habitat changes from a marine to riverine system. Bay through Riverine Aquatic habitat at the Entrance Channel includes sand, cobble, and rocky substrate. The marine bay is about 102 acres in size with about 12 acres of tidal wetlands.

Regarding wetlands; the project is entirely in-water and contains no federally or state-defined wetlands. The Project Area is a mixture of natural and developed shore and upland areas reflecting the current land uses in the watershed (rural-residential, commercial-industrial, agricultural, recreation, and commercial forestry). In the immediate vicinity of dredging operations, the shoreline habitat is highly altered and developed. Within the lower Chetco River, commercial and recreational docks, bulkheads, riprap and marinas line the lower Chetco River.

BIOLOGICAL RESOURCES

Aquatic Plants, Animals and Habitat

The lower Chetco River estuary contains about 2.2 acres of seagrass beds (Figure 1-1), which provide important complex food webs and habitat for many species of invertebrates, algae, birds and fish. Seagrass abundance varies seasonally, with winter die-off and spring and summer re-growth. There is considerable annual variation in abundance due to factors, such as physical and chemical disturbance, changes in nutrient availability and light, and changes in water quality parameters such as turbidity and salinity. The majority of recently documented seagrass beds in the estuary⁹ (Shafer and Bourne 2012) are located outside of the authorized channels, the channels generally being deeper with faster flow rates than that preferred by seagrasses (except for the Boat Basin Access Channel).

Although there are at least six different species of seagrass in coastal Oregon, most of the focus has been on native eelgrass (*Zostera marina*). Most of the identified seagrass beds within the estuary are located within 328 feet of the navigation channel boundaries (Shafer and Bourne 2012).

Estuarine invertebrates include gaper clams (*Tresus capax*), cockles (*Clinocardium nuttallii*), butter clams (*Saxidomus giganteus*) and littlenecks (*Protothaca staminea*). These species are limited to the relatively shallow, more saline segments of the outer estuary. Littleneck clams are common in gravel pockets northwest of the Entrance Channel (USEPA and Corps 1991).

The estuary has a small transient population of both Dungeness crab (*Metacarcinus magister*) and red rock crab (*Cancer productus*) during the summer months (mating season). The marine conditions inside the Entrance Channel provide habitat for a number of marine fish that enter the estuary during the summer, including northern anchovy (*Engraulis mordax*), surf smelt (*Hypomesus pretiosus*), Pacific herring (*Clupea harengus pallasii*).

Several fish species generally associated with rocky habitats are present in the lower Chetco estuary. Striped sea perch (*Embiotoca lateralis*), silver surfperch (*Hyperprosopon ellipticum*), red-tailed surfperch (*Amphistichus rhodoterus*), pile perch (*Rhacochilus vacca*), kelp greenling (*Hexagrammos decagrammus*) and black rockfish.

Shiner perch (*Cymatogaster aggregata*), walleye surfperch (*Hyperprosopon argenteum*), and American shad (*Alosa sapidissima*) have all been caught in or near the boat basins (Gaumer et al. 1973). Steelhead (*Oncorhynchus mykiss*), Southern Oregon/Northern California Coast (SONCC) coho salmon (*Oncorhynchus kisutch*), and chinook salmon (*Oncorhynchus tshawytscha*) pass through the lower river as they migrate to and from upstream tributaries.

The Chetco also supports searun cutthroat trout (*Oncorhynchus clarki clarki*) and Pacific Lamprey (*Entosphenus tridentatus*) and dungeness crab (*Cancer magister*) are harvested within the boat basins. Sand Sole (*Psettichthys melanostictus*) enter the bay in small numbers in May. White sturgeon (*Acipenser transmontanus*) occasionally enter the estuary. Offshore and Nearshore Marine Areas The infaunal community of the Project Area, including the ODMDS, is dominated by gammarid amphipods and polychaete worms. The benthos in the area is typical of the communities found near other ocean placement sites along the Oregon Coast, such as Coos Bay ODMDS E and F, the Siuslaw River, and the Rogue River.

The nearshore ocean environment supports anadromous salmon including SONCC coho salmon, as well as a variety of other pelagic and demersal fish species that are typical of the Oregon coast, including coho and Chinook salmon, steelhead, surfperch, starry flounder (*Platichthys stellatus*), lingcod, English sole (*Parophrys vetulus*),

Dover sole (*Microstomus pacificus*), petrale sole (*Eopsetta jordani*), and sablefish (*Anoplopoma fimbria*). Distribution of different species depends upon sediment type, season and depth. Rockfish and lingcod inhabit the rocky areas while flatfish move toward shallow waters in the summer to spawn. Juvenile flatfish then rear in the nearshore sandy areas. Other pelagic species include the Pacific herring, anchovy, surf smelt, and sea perch. Surf smelt in particular occur in nearshore areas in the estuary in large numbers during the summer. Although migratory species are present throughout the year, individual species are only present during certain times of the year.

Demersal species present in the inshore area include a number of flatfish, which occur primarily over the sandflats. English sole, sanddab (*Citharichthys sordidus*), and starry flounder spawn in the inshore coastal area in the summer and juveniles of these as well as other marine species likely rear in the estuary. Pelagic species that are associated with neritic reefs to the south of the estuary and jetties include both resident and non-resident species. Anchovies and smelt can be found at the entrance to the Chetco River and various rocky reef species are found associated with the jetties.

Demersal species present in the nearshore area are mostly residents, demonstrating little coastwise movement. However, species such as sablefish, Petrale sole and English sole do undertake extensive coastal migrations. Distribution and abundance varies with species, season, depth, and in the case of bottom fish, sediment type. Resident lingcod and rockfish species inhabit the many rock outcroppings and reefs to the north and east of the placement sites. English, Dover, and petrale sole move from deep offshore waters in winter to shallow nearshore waters in summer. Shallow inshore waters are important nursery areas for juvenile English sole (Krygier and Percy 1986).

Most of the flatfish species occur over sandy bottom types. Since 1982, four species of marine turtles have been recorded from strandings along the coastline. These include the loggerhead (*Caretta caretta*), green (*Chelonia mydas*), olive (Pacific) ridley (*Lepidochelys olivacea*), and leatherback (*Dermochelys coriacea*) Marine turtles are unusual in their occurrence along the Pacific Coast and are typically associated with warmer marine waters.

There is also a variety of marine mammals along the Oregon Coast including a number of pinnipeds, such as the Steller sea lion (*Eumetopias jubatus*), California sea lion (*Zalophus californianus*), and harbor seal (*Phoca vitulina*). Most of these species are migratory or transient in nature. Goat Island, located about 2.5 miles north of Brookings and immediately offshore of Harris Beach, provides feeding grounds for pinnipeds, including the Steller sea lion, and provides habitat for the only breeding colony of northern elephant seals (*Mirounga angustirostris*) in Oregon.

Gray whales (*Eschrichtius robustus*) migrate south along the Oregon coastline between early December and mid-February (Herzing and Mate 1984). They tend to migrate in deeper offshore waters. The northbound migration is comprised of two groups of whales migrating between mid-February and April and then again between late April and May (Herzing and Mate 1984). Killer whales (*Orcinus orca*) have also been observed patrolling the Oregon Coast.

Gulls, cormorants, common murrelets, and Cassin's auklets also nest on Whalehead Island. House Rock and Twin Rock have nesting populations of cormorants. Approximately 50% of Oregon's population of Leach's storm petrels nest on Goat Island, as do about 25% of the Brandt's cormorants, about 25% of the western gulls, 25% of the pigeon guillemots, and 33% of the tufted puffins (USEPA and Corps 1991).

Common murres and Cassin's auklets also nest on Goat Island. Cone Rock, a few miles to the south of Harbor is a nesting area for western gulls, pelagic cormorants, and pigeon guillemots.

Black oystercatchers, western gulls, Brandt's cormorants, pelagic cormorants and pigeon guillemots nest on Hunter Rock and Prince Island, also further south of Chetco River.

Shoreline Terrestrial Plants, Animals and Habitat

Riparian areas and stream channels in the Project area have been damaged by activities related to these land uses throughout the watershed (Botkin et al. 1995). There is little vegetation adjacent to the South Jetty, an area consisting of the USCG station and parking lot. Sand beaches are located on the north and south sides of the jetties, east of the ODMDS.

The Chetco River estuary also supports waterfowl, shorebirds, seabirds and marsh-birds, serving as a resting place, feeding area and wintering ground for migratory birds that use the Pacific Flyway. Species include Surfbird (*Aphriza virgata*), Dunlin (*Calidris alpina*), Surf Scoter (*Melanitta perspicillata*), Red-throated Loon (*Gavia stellate*), Pacific Loon (*Gavia pacifica*), Western Grebe (*Aechmophorus occidentalis*), Pelagic Cormorant (*Phalacrocorax pelagicus*), Brant's Cormorant (*Phalacrocorax penicillatus*), Brown Pelican, and Whimbrel (*Numenius phaeopus*) (Birding Oregon 2009).

Black-crowned Night-Herons (*Nycticorax nycticorax*) have been observed in and near the boat basins. Black-legged Kittiwakes (*Rissa tridactyla*), Elegant Terns (*Thalasseus elegans*), other larids, and even the Yellow-billed Loon (*Gavia adamsii*) have been observed at the river entrance (Birding Oregon 2009).

Bald eagles (*Haliaeetus leucocephalus*) nest in the tops of very large trees and are strongly associated with aquatic habitats.

Most eagles nest within one mile of water to take advantage of fish, their primary prey species. Although Western snowy plovers (*Charadrius alexandrinus nivosus*) could occur in the Project Area, there have been no recordings of them in the vicinity and the nearest nesting location is about 75 miles north of the Project Area.

Freshwater mammal species use the estuary include mink, otter, beaver, raccoon, and muskrat.

Threatened and Endangered Species

Section 7 of the ESA requires Federal agencies to use their legal authorities to promote the conservation purposes of the ESA and to consult with the U.S. Fish and Wildlife Service (USFWS) and National Marine Fisheries Service (NMFS), as appropriate, to ensure that effects of actions they authorize, fund, or carry out are not likely to jeopardize the continued existence of listed species. Table 3-4 summarizes ESA-listed species under the jurisdiction of the NMFS and the USFWS that may be present in the Project Area. ESA-listed upland animals and plants (excluding birds that may forage in or near the area) are highly unlikely to be in the Project Area or be affected by continued maintenance dredging activities.

The Project Area also includes habitat, designated as Essential Fish Habitat (EFH) for various life stages of groundfish, coastal pelagics and Pacific salmon (PFMC 2012).

ESA-listed fish, marine mammals and birds that may occur in the Project Area include Coho Salmon, Green Sturgeon, Steller Sea Lion, Short-tailed Albatross, Western Snowy Plover. Steller sea lions are known to haul out at 10 sites along the Oregon Coast; the closest is located about 25 nautical miles north of the Project Area, at Rogue Reef. Designated critical habitat is located at both Rogue and Orford Reefs but is not designated in or near the Project Area. The occurrence of sea turtles off the coast is usually associated with the appearance of albacore (*Thunnus alalunga*) and jellyfish, common food sources associated with the warm waters of the Japanese current. These warm waters generally occur 30 to 60 miles offshore from the Oregon Coast. Marine turtles are unlikely inhabitants of the Chetco River estuary. Because some food sources (jellyfish) can occur closer to shore and given their wide range of distribution, marine turtles could occur within the Chetco Project Area, but likely 1000's of feet from the shoreline.

Designated critical habitat for the leatherback sea turtle is located off the Oregon Coast. It includes the nearshore area from Cape Flattery, Washington, to Cape Blanco, Oregon and offshore to the 2,000 meter isobath and a depth of 80 meters from the ocean surface (75 FR 4170).

Critical habitat does not include the Project Area. Critical habitat for the green sea turtle is designated around Puerto Rico only. Southern DPS Green Sturgeon The Southern DPS of green sturgeon (*Acipenser medirostris*) includes all green sturgeon that spawn within the Sacramento-San Joaquin Rivers. Green sturgeon that spawn to the north, primarily in the Klamath and Rogue Rivers, constitute the Northern DPS, which is not federally listed. The principal factor for the decline of southern DPS green sturgeon is the reduction of its spawning area to the Sacramento River. The southern DPS is currently at risk of extinction primarily due to human activities (i.e. the elimination of freshwater spawning habitat, degradation of freshwater and estuarine habitat quality, water diversions, fishing, and other causes) (Kahn and Mohead 2010).

The southern DPS green sturgeon spawn in their natal rivers and migrate to the ocean after three to five years. They reach sexual maturity between 13 to 20 years of age and spawn only about once every two to five years between March and July (Moyle et al. 1992). When not spawning, the southern DPS green sturgeon is broadly distributed in the nearshore marine areas between the Bering Sea and Mexico (Adams et al. 2002). However, more detailed information on their distribution and timing of estuarine use is less understood.

Additionally, the feeding habits of green sturgeon are not well known but they are believed to feed primarily on benthic organisms similar to other sturgeon. Several activities that threaten the PCEs in coastal bays and estuaries include: activities that could adversely affect prey resources or degrade water quality (i.e. commercial shipping and activities generating point source pollution and non-point source pollution that discharge contaminants and result in bioaccumulation of contaminants in green sturgeon); placement of dredged materials that bury prey resources; and, bottom trawl fisheries that disturb the bottom but result in beneficial or adverse effects on prey resources for green sturgeon (NMFS 2009). Southern DPS green sturgeon, radio-tagged in the Sacramento River, have been shown to occur seasonally in Willapa Bay and the Columbia River estuary during the summer and early fall (Moser and Lindley 2007).

The Chetco River coho population was the only functionally-independent population between the Smith River in California and the Rogue River in Oregon. All coho salmon from this population, whether outmigrating or returning to the Chetco River move through both the navigation channels and the nearshore ocean portions of the Project area.

Newly ocean-entered smolts use it as the transition habitat for their initial adaptation to ocean living. Adult SONCC coho salmon migration occurs in the fall and is concentrated in September and early October. Out-migration of juveniles to the ocean occurs from April through June, with a peak from mid-May to mid-June. The Chetco River is capable of supporting rearing and migration of SONCC coho salmon up to RM 42 and spawning and rearing from that point to RM 49. The first few miles of tributaries to the lower Chetco River, such as Eagle Creek, Emily Creek, Jack Creek and the North Fork Chetco River, are also capable of supporting coho salmon spawning and rearing.

Adult coho salmon enter the Chetco River from October to December and spawn from November through January. Downstream juvenile coho salmon migration typically occurs from April through June. Coho salmon smolts likely begin downstream migration in March and April and pass through the estuary in May or June. Chinook salmon spawning surveys by the ODFW document infrequent presence of SONCC coho salmon within the basin. From 1991 to 2006, a total of 97 coho salmon have been observed. The ODFW estimates current coho salmon abundance in Chetco River at between 50 and 100 spawning fish. Based on estimate of adult returns, using the back-calculation method with 4% marine survival, the smolt estimates range from 1,250 to 2,500 (NMFS 2009). The Chetco River has been designated as a critical habitat for SONCC coho salmon; however the nearshore ocean environment has not been designated. Other ESA-listed Salmon A number of other ESU salmon, which do not spawn within or near the Chetco River, may occur off the Oregon coast to forage and migrate.

These include both the Oregon Coast (OC) coho salmon (*Oncorhynchus kisutch*) and chinook salmon (*Oncorhynchus tshawytscha*): the Lower Columbia River coho salmon, the Southern Oregon/Northern California Coasts (SONCC) coho salmon, the Lower Columbia River chinook, Upper Willamette River spring-run chinook, and the Snake River spring/summer run. All of these ESUs have designated or proposed critical habitat, none of which is located within the Chetco River Project Area. Southern DPS Pacific Eulachon Eulachon (*Thaleichthys pacificus*), commonly called smelt, candlefish or hooligan, are a small anadromous fish from the eastern Pacific Ocean. They typically spend three to five years in saltwater before returning to freshwater to spawn from late winter through early summer. Eulachon occur in nearshore ocean waters and to 1,000 feet in depth, except for the brief spawning runs into their natal (birth) streams during the spring. Spawning occurs over sand, coarse gravel, or detrital substrates. Shortly after hatching, larvae are carried downstream and dispersed by estuarine and ocean currents.

After leaving estuarine rearing areas, juvenile eulachon move from shallow nearshore areas to deeper areas over the continental shelf.

Larvae and young juveniles become widely distributed in coastal waters and are found mostly at depths up to about 49 feet. In the continental United States, most eulachon originate in the Columbia River Basin. Other areas where eulachon have been documented include the Sacramento River, Russian River, Humboldt Bay and several nearby smaller coastal rivers, and the Klamath River in California; the Rogue and Umpqua rivers in Oregon; and infrequently in coastal rivers and tributaries to Puget Sound, Washington (75 FR 13012). Willson et al. (2006) lists the Coos, Siuslaw, Umpqua, and Yaquina rivers as supporting spawning populations and cites personal communications with Oregon Department of Fish and Wildlife (ODFW) biologists, but notes that not all spawning streams are used every year. Monaco et al. (1990) do not include Chetco River an estuary in which eulachon are found (based on several personal communications).

There is no directed harvest of eulachon in the ocean and the species is not actively monitored or managed, resulting in little available information.

Eulachon appear to inhabit a wide range of depths; however, the marine distribution of eulachon remains poorly understood.

The primary factors responsible for the decline of the southern DPS of eulachon are changes in ocean conditions due to climate change (Gustafson et al. 2010, 2011), particularly in the southern portion of its range where ocean warming trends may be the most pronounced and may alter prey, spawning, and rearing success. Designated critical habitat for eulachon includes portions of 16 rivers and streams in California, Oregon, and Washington (76 FR 65323) designated as migration and spawning habitat. In Oregon, this includes 24.2 miles of the lower Umpqua River, 12.4 miles of the lower Sandy River, 0.2 miles of Tenmile Creek, and 143.2 miles of the Columbia River. The Project Area does not include designated habitat.

USFWS Jurisdictional Species

Federally listed birds that may be present in or near the Chetco River, Nearshore Placement Site or ODMDs include the marbled murrelet (*Brachyramphus marmoratus*), short-tailed albatross (*Phoebastria albatrus*), and western snowy plover (*Charadrius alexandrinus nivosus*). Marbled Murrelet The marbled murrelet (*Brachyramphus marmoratus*) is a nearshore marine bird observed within about 1.5 miles of the coastal shoreline. It forages just beyond the breaker-line and along the sides of river mouths where greater upwelling and less turbulence occurs.

Murrelets forage within the water column feeding on invertebrates, anchovies, herring, and sand lance. Most marbled murrelets are found off the central Oregon Coast between Depoe Bay and Coos Bay, with the highest densities being recorded within about 0.3 miles of beach and mixed rocky shorelines (Marshall 1988; Strong et al., 1993) between Newport and Florence. Marbled murrelets nest in old growth/mature coniferous forests. The low incidence of marbled murrelets at coastal locations is probably related to the loss of old growth coniferous forest from harvest and/or fire (56 FR 28362). Marbled murrelets south of the Chetco River and Oregon border are associated with the California redwood forestlands that provide nesting habitat for the species (Ralph et al. 1990). Marbled murrelets could forage within the Project Area but are unlikely to be common. Critical habitat for the marbled murrelet is designated within Oregon but is not located in or near the Project Area.

Short-tailed Albatross Two breeding colonies of the short-tailed albatross (*Phoebastria albatrus*) are currently active: Torishima Island and Minami-kojima Island in Japan (USFWS 2001). A few single breeding pairs have also been documented outside of Japan (USFWS 2012). Short-tailed albatrosses forage widely across the temperate and subarctic North Pacific and can be seen in the Gulf of Alaska, along the Aleutian Islands, in the Bering Sea and in open water areas off the Oregon Coast. The short-tailed albatross is unlikely to forage in the relatively shallow depths of Chetco River where its prey is less commonly found.

B. Existing Navigation, Fishing and Recreational Uses

The Port of Brookings Harbor is a publicly chartered special district under the law (ORS 777), State of Oregon. Though immediately adjacent to the Cities of Brookings and of Harbor, the Port is a special government entity that is separate from these cities or Curry County.

Commercial fishery, commercial salmon, shrimp and crabbing vessels, sport fishing, sport crabbing, ocean charters, as well as access to the Pacific for rock fish, salmon and other fishing, shopping, restaurants, beach access, picnicking, marine repair services and hotel locations are accommodated at the Port. USCG operations also are moored at the basins.

C. Functions Assessment

(1) Hydrologic – Existing Conditions

The Chetco River basin covers an area of approximately 359 square miles. In the Chetco estuary, freshwater inflows from the river (measured near Agnes) are approximately 66 cubic feet per second (cfs) during the summer and 4,858 cfs during the winter, with an average annual flowrate of 1,900 cfs at the mouth (Curry County 2009). These inflows can result in large ebb currents in the Entrance Channel and also deliver sediment to the Port, estuary, and the littoral system.

Tidal currents:

Tidal currents are rotary currents that change direction following the period of the tide. The tides of Chetco River are of the mixed semi-diurnal type, meaning that the river experiences two daily highs and lows of unequal duration and amplitude. Tidal currents are responsible for bay and estuary circulation, commonly referred to as “flushing”. The mean tide range is 7.0 feet with an extreme range of 13.0 feet.

Littoral Currents:

Littoral currents extend from the shoreline to just beyond the breaker zone. They primarily consist of shore-parallel wave-driven currents that are generally negligible until the waves enter shallow water (approaching and inside the breaker zone). The currents become greater with increasing wave height and period, and with decreasing water depth.

Nearshore Currents:

Nearshore currents extend from the littoral zone to a water depth of approximately 100 feet and consist of wind driven currents that play an important role for nearshore circulation, especially during storm events.

Wind driven currents can be the dominant mode of circulation forcing on the nearshore shelf, extending 130 feet into the water column (M&N 2011). Sheet flow conditions with a uniform current of 2.3 feet/second (ft/s) have been observed to extend to water depths of -100 feet (M&N 2011). Wave activity can also result in currents in the nearshore zone; however, they are much less substantial than those found in the littoral zone.

Offshore Currents:

Offshore currents extend from the nearshore zone to the edge of the continental shelf. Offshore currents are large-scale, regional circulation currents such as the California Current, which is a 500 to 1,500 mile wide, south-directed, surface current that moves at a speed of 0.1 to 0.2 knots from British Columbia to California for most of the year. A narrow, relatively fast, undercurrent (i.e. the Davidson Current) flows northward at depths below 600 feet. During the winter, strong low-pressure systems with winds and waves, predominantly from the southwest, initiate strong northward currents. During the summer, high-pressure systems dominate and consequently, waves and wind are commonly from the north.

In both seasons, there are short-term fluctuations in circulation related to local wind, tidal and bathymetric effects. Nearshore currents are more varied than the regional trends, due mainly to changes in prevailing winds and waves. At any one time, the current near the beach may be moving directly opposite the offshore current and/or surface currents opposite bottom currents. Littoral, fluvial and tidal currents are typically responsible for most sediment movement in the coastal environment. However, aeolian (wind) sediment transport can also be a substantial driver of sediment movement along the Oregon coastline. Coastal zone managers commonly refer to coastal systems as belonging to littoral cells, which are geographic segments of coast within which sediment moves relatively unrestrained between two longshore sediment transport barriers.

Dividing the coast into these sediment transport compartments allows sediment budgets to be developed that describe the different sediment inputs (sources) and outputs (sinks) along this segment of coastline. Sediment budgets are used to predict morphological change along a coastline over time. The Project is located within the Cape Ferrelo Littoral Cell, which extends 25 miles north from Point St. George to Cape Ferrelo, and includes the Chetco, Winchuck and Smith Rivers (USEPA 1991). Sandy beaches extend about five miles south from the Chetco River. Seacliffs and terraces, with scattered pocket beaches, make up the remainder of the shoreline.

The primary present-day sediment sources to the littoral cell include rivers (i.e. Chetco and Smith), headland bypass, onshore transport and erosion (dunes, terraces and seacliffs) and dredged material placement at the Nearshore Site. The dominant sediment sinks are estuaries, dune growth, headland bypass, offshore transport and ODMDS placement (when used) (USEPA 1991). Chetco Point (to the north of the entrance jetties) and offshore areas of scattered rock exposures protect offshore placement sites from northwesterly storms. There is a relatively thin layer of fine sand and gravel with no distinctive mounding or thickening related to placed sediments, including the Nearshore Placement Site.

The highly irregular offshore bathymetry also affects the rate of direction of bottom sediment movement. Shoaling of the federal navigation channel is a result of sediment infill from both marine and fluvial origin.

During high winter flows, heavy loads of suspended sand and gravel are flushed into the ocean. As flows decrease in the spring, however, shoaling rapidly occurs at the mouth of the Commercial Boat Basin and in the Entrance Channel. Gravel and coarse sands from the river accumulate in the boat basin (Montagne-Bierly 1978). Shoaling at the channel forms a shoal of marine sands, which are transported in the ocean by the southward littoral drift during northerly winds in spring and summer. The shoal typically develops on the south side of the North Jetty and at the tip of the South Jetty. These shoal areas are the sites of annual maintenance dredging conducted by the USACE. Existing material placement within the Nearshore Placement Site provides a sediment source to the littoral cell.

Evaluation of hydrographic surveys of the nearshore bathymetry within the site indicate that the seafloor within and adjacent to the site is still eroding despite the addition of 362,000 cubic yards of dredged material since 1996. The seafloor along the southern extent of the Project Area has eroded two to three feet since 1996, while the seafloor along the northern extent of the Project Area has accumulated about one to two feet.

Sea-Level Rise

The considerations of Sea-level rise (SLR) with respect to this Project are not included in this Assessment, primarily due to the present uncertainties associated with predictions relative to the land.

Assessment: The proposed embankment repair, to be placed at or near the mean high-tide elevation along the Basin 2 south and west toe, will leave the gentle slope (approx. 15 degree) mudline approach undisturbed. The repair will stabilize the soil structure above this slope that is below the water line to pre-disaster conditions, and so will have no adverse effect on hydrologic function in or around the Project Area.

The effect of maintenance dredging at the Port on hydrologic function at the Port is assessed on an ongoing basis by the USACE, augmented by public comment contributions from the NOAA/NMFS, ODFW, ODEQ and others. This Project proposes upland, rather than in-water sediment placement, and so adverse effects from such placement on hydrologic function are not expected.

(2) Geomorphic - Existing Conditions

The Chetco River is estimated to have the potential to deliver 370,000 cubic yards of sand and gravel annually, of which less than 100,000 cubic yards is sand sized. Water circulation in the Chetco River is primarily driven by freshwater and saltwater inputs. When river discharges are high, the estuary is characterized as having a salt wedge with a sharp density interface between the upper layer of freshwater and bottom layer of saline water. The upper freshwater layer gradually thins as it moves seaward and the denser seawater inversely becomes thinner as it moves landward. Vertical mixing is limited during this period. During the summer and early fall, the volume of saltwater coming into the estuary during tidal flows exceeds river inputs. This results in a well-mixed water column and disappearance of the vertical salinity gradient.

Existing beaches are part of the natural coastal system and their wave dissipation usually occurs without creating adverse environmental effects. In both seasons, there are short-term fluctuations in circulation related to local wind, tidal and bathymetric effects. Nearshore currents are more varied than the regional trends, due mainly to changes in prevailing winds and waves. At any one time, the current near the beach may be moving directly opposite the offshore current and/or surface currents opposite bottom currents. Littoral, fluvial and tidal currents are typically responsible for most sediment movement in the coastal environment. However, aeolian (wind) sediment transport can also be a substantial driver of sediment movement along the Oregon coastline. Coastal zone managers commonly refer to coastal systems as belonging to littoral cells, which are geographic segments of coast within which sediment moves relatively unrestrained between two longshore sediment transport barriers.

Dividing the coast into these sediment transport compartments allows sediment budgets to be developed that describe the different sediment inputs (sources) and outputs (sinks) along this segment of coastline. Sediment budgets are used to predict morphological change along a coastline over time. The Project is located within the Cape Ferrelo Littoral Cell, which extends 25 miles north from Point St. George to Cape Ferrelo, and includes the Chetco, Winchuck and Smith Rivers (USEPA 1991). Sandy beaches extend about five miles south from the Chetco River. Seacliffs and terraces, with scattered pocket beaches, make up the remainder of the shoreline.

The primary present-day sediment sources to the littoral cell include rivers (i.e. Chetco and Smith), headland bypass, onshore transport and erosion (dunes, terraces and seacliffs) and dredged material placement at the Nearshore Site. The dominant sediment sinks are estuaries, dune growth, headland bypass, offshore transport and ODMS placement (when used) (USEPA 1991). Chetco Point (to the north of the entrance jetties) and offshore areas of scattered rock exposures protect offshore placement sites from northwesterly storms. There is a relatively thin layer of fine sand and gravel with no distinctive mounding or thickening related to placed sediments, including the Nearshore Placement Site. The highly irregular offshore bathymetry also affects the rate of direction of bottom sediment movement. Shoaling of the federal navigation channel is a result of sediment infill from both marine and fluvial origin.

Assessment: The proposed embankment repair, to be placed at or near the mean high-tide elevation along the Basin 2 south and west toe will leave the gentle slope (approx. 15 degree) mudline approach undisturbed. The repair will stabilize the soil structure above this slope that is below the water line to pre-disaster conditions, and so will have no adverse effect on geomorphic function in or around the Project Area.

The effect of maintenance dredging at the Port on geomorphic function at the Port is assessed on an ongoing basis by the USACE, augmented by public comment contributions from the NOAA/NMFS, ODFW, ODEQ and others.

(3) Biological – Existing Conditions

Existing conditions at and surrounding the Project Area are described in detail in the Section of this Application entitled **BIOLOGICAL RESOURCES**, beginning on the first page of Block (6).

Assessment: The proposed embankment repair, to be placed at or near the mean high-tide elevation along the Basin 2 south and west toe will leave the gentle slope (approx. 15 degree) mudline approach undisturbed. The repair will stabilize the soil structure above this slope that is below the water line to pre-disaster conditions, and so will have no adverse effect on biological function in or around the Project Area.

The effect of maintenance dredging at the Port on biological function at the Port is assessed on an ongoing basis by the USACE, augmented by public comment contributions from the NOAA/NMFS, ODFW, ODEQ and others.

Hence, the NMFS 2012 Biological Opinion that was attached to the USACE permit to dredge at the Port of Brookings, Brookings, Oregon, when comparing the present proposed action with that which was proposed in 2012, can be thus summarized.

The conclusions of the 2012 Biological Opinion should be the same as would be rendered if a NMFS Biological Opinion were produced for the present proposed action. The February 16, 2012 Endangered Species Act Biological Opinion, etc. describes the proposed dredging action in Sections 1.3.1 and 1.3.2 that was to be conducted during the 2012 project. Those proposed actions were evaluated and responded to throughout the attached document, and the conclusions described the effects of the action proposed. The proposed 2012 action is substantially similar to that presently proposed and described in the submitted Joint Permit Application and Dredge and Disposal Plan for the proposed dredging action at the Port of Brookings.

Categorizing the effects as chemical contamination, mounding, lingering of suspended sediments and potential threats to endangered species individuals, all potential adverse effects were evaluated within the Opinion as insignificant. Section 2.7, found on page 33 of 53 of the Opinion, state "After reviewing the current status of the listed species, environmental baseline within the action area, the effects of the proposed action, and cumulative effects, it is NMFS's biological opinion that the proposed action is not likely to jeopardize the continued existence of Eulachon, SONCC coho salmon, or to destroy or inversely modify critical habitat designated for SONCC coho salmon." Green sturgeon are presented to not be found in the action area during the in-water work period. NMFS similarly concluded that the action would have an insignificant effect to ESA species with respect to prey and forage, as noted on page 39 of 53. On page 40 of 53 NMFS found that all likely adverse impacts to ESA marine mammals are discountable or insignificant.

(4) Chemical and Nutrient – Existing Conditions

Sediment Quality

The Corps began collecting sediment quality data from the Oregon Federal Navigation Projects in the late 1970s. Prior to 2006, sediment evaluations were conducted following the procedures set forth in the Ocean Disposal Testing Manual (Corps and USEPA 1991) and the Inland Testing Manual (Corps and USEPA 1998), and used contaminant screening levels identified in the Dredged Materials Evaluation Framework (DMEF) (Corps et al. 1998), developed jointly by the Corps and the USEPA to assess dredged material to determine whether sediment is acceptable for in-water placement. Currently sediment sampling and analysis for the coastal projects follows these national guidelines and the regional screening levels (SL) that have been adopted for the Northwest Regional Sediment Evaluation Framework (SEF) (Corps et al. 2009). Chetco River The sediment from the Chetco Entrance Channel is classified as poorly graded sand (49%) with silt (6%) or gravel (45%), and average total organic carbon (TOC) of 5.19%.

Sediment from the inner channel and turning basin typically contains much higher levels of fine-grained material, on the order of 20 to 60%. The Corps conducted physical and chemical analyses of sediment samples from Chetco River and Basin Access Channel in 1974, 1981, 1982, 1991, 1996 (both Federal channel and non-Federal boat basins tested), 2001, 2002, 2007, and 2011. Potential sources of contaminants to the Project Area are from industrial uses and urban runoff. In general, both physical and chemical analyses have shown the material to be dredged within the Project Area to be suitable for unconfined in-water placement without further testing. The Sediment Evaluation Framework (SEF) is a regional framework, developed in 2009, updated most recently in 2018, by the Corps and USEPA in cooperation with a number of Northwest state and federal agencies, to evaluate suitability of dredged material for in water placement. Dredging and placement projects must all undergo the Corps' sediment characterization review process by the SEF Project Review Group (PRG). PRG representatives include members from many federal and state agencies including the Corps, USEPA, NMFS, USFWS, ODEQ, among others. Port sediment sampling and analyses, and subsequent characterization of sediments in Basins 1, Basin 2 and the Ice House Inlet, prior to dredging events in 2011 and 2017, have also shown that in-basin sediments are suitable for in water disposal.

Water Quality

Water quality in the Project Area is monitored by the Oregon Department of Environmental Quality (ODEQ) Ambient Water Quality Monitoring Program and the Oregon Beach Monitoring Program (OBMP). The Chetco River is monitored by the ODEQ every other month at RM 10.8 for temperature, dissolved oxygen (percent saturation and concentration), biochemical oxygen demand, pH, total solids, ammonia and nitrate nitrogen, total phosphorus, and bacteria. According to the ODEQ Watershed Quality Assessment Database (2010), 303(d) water quality limited segments exist in the Chetco River. Temperature is the most widespread water quality impairment in Chetco River. The lower portion of the Chetco River is listed on the Oregon Department of Environmental Quality (ODEQ) 303(d) list for alkalinity, ammonia, biological criteria, chloride, chlorophyll, dissolved oxygen (DO), E. coli, fecal coliform, pH, phosphate/phosphorus and stream temperature (ODEQ 2010). The Chetco River is also listed on the ODEQ 303(d) list for flow modification. Water quality in the estuary is poor due to low dissolved oxygen in the summer (Maguire 2001).

Temperatures in the estuary vary seasonally from 44.6 degrees to 75.2 degrees Fahrenheit. Based on the Water Quality Index Report for the basin during Water Years 1986 to 1995, the summer average is excellent, the fall/winter/spring average is poor, and the minimum seasonal average is poor (ODEQ 2013).

Assessment: The proposed embankment repair, to be placed at or near the mean high-tide elevation along the Basin 2 south and west toe will leave the gentle slope (approx. 15 degree) mudline approach undisturbed. The repair will stabilize the soil structure above this slope that is below the water line to pre-disaster conditions, and so will have no adverse effect on chemical/nutrient function in or around the Project Area.

The effect of maintenance dredging at the Port on biological function at the Port is assessed on an ongoing basis by the USACE, augmented by public comment contributions from the NOAA/NMFS, ODFW, ODEQ and others. However, the Port will be required to resample, analyze and characterize the sediment to be removed, as well as the mudline prism exposed by the dredging project.

The reader is referred to the citation of previous BO comments (Assessment of the biological function), keeping in mind that the sediment has historically been determined to be suitable for in-water disposal, and that this Project proposes upland disposal.

(7) PROJECT SPECIFIC CRITERIA AND ALTERNATIVES ANALYSIS

Describe project-specific criteria necessary to achieve the project purpose. Describe alternative sites and project designs that were considered to avoid or minimize impacts to the waterbody or wetland.

Erosion Control During Disposal Operations

The following erosion control measures (and others as appropriate) shall be installed prior to construction and maintained during and after construction as appropriate:

- a. All exposed soils shall be stabilized during and after construction in order to prevent erosion and sedimentation.
- b. Filter bags, sediment fences, sediment traps or catch basins, leave strips or berms, or other measures shall be used to prevent movement of soil into waterways and wetlands.
- c. To prevent erosion, use of compost berms, impervious materials or other equally effective methods, shall be used to protect soil stockpiled during rain events or when the stockpile site is not moved or reshaped for more than 48 hours.
- d. Unless part of the authorized permanent fill, all construction access points through, and staging areas in, riparian and wetland areas shall use removable pads or mats to prevent soil compaction. However, in some wetland areas under dry summer conditions, this requirement may be waived upon approval by DSL. At project completion, disturbed areas with soil exposed by construction activities shall be stabilized by mulching and native vegetative plantings/ seeding. Sterile grass may be used instead of native vegetation for temporary sediment control. If soils are to remain exposed more than seven days after completion of the permitted work, they shall be covered with erosion control pads, mats or similar erosion control devices until vegetative stabilization is installed.
- e. Where vegetation is used for erosion control on slopes steeper than 2: 1, a tackified seed mulch shall be used so the seed does not wash away before germination and rooting.
- f. Dredged or other excavated material shall be placed on upland areas having stable slopes and shall be prevented from eroding back into waterways and wetlands.
- g. Erosion control measures shall be inspected and maintained as necessary to ensure their continued effectiveness until soils become stabilized.
- h. All erosion control structures shall be removed when the project is complete and soils are stabilized and vegetated.

Hazardous, Toxic, and Waste Material Handling

Petroleum products, chemicals, fresh cement, sandblasted material and chipped paint, wood treated with leachable preservatives or other deleterious waste materials shall not be allowed to enter waters of this state. Machinery refueling is to occur at least 150 feet from waters of this state and confined in a designated area to prevent spillage into waters of this state. Operations shall have containment system to effectively prevent petroleum products or other deleterious material from entering waters of this state. Project-related spills into waters of this state or onto land with a potential to enter waters of this state shall be reported to the Oregon Emergency Response System (OERS) at 1- 800- 452- 0311.

Federally Listed Endangered or Threatened Species

When listed species are present, the authorization holder will comply with the Federal Endangered Species Act.

Archaeological Resources

If any archaeological resources and/ or artifacts are encountered during construction, all construction activity shall immediately cease. The State Historic Preservation Office shall be contacted (phone: 503- 986- 0674).

Alternatives

Dredging

These basins were constructed specifically for river and bay access, for commercial and recreational purposes and the Port is not aware of any feasible alternatives to dredging to satisfy local needs as described in this JPA. The alternative to deposit the dredged sediment upland appears to minimize adverse impact to ESA and other species and habitats. A Feasibility Study was produced for the Port of Brookings Harbor, investigating dredging alternatives. The Study was summarized in a PowerPoint Presentation to the Port of Brookings Harbor Staff and Board of Commissioners. The Study was generated by the growing concerns about sedimentation in the harbor that is being accelerated by Chetco wildfire erosion. The Study investigated the feasibility of implementing an in-house maintenance dredging program and operation at the Port, in comparison to other dredging alternatives.

The analyses included barge and scow, hydraulic suction dredging, mechanical, or clamshell dredging; disposing of sediments upland via storage piling on land, or other out-of-water beneficial or non-beneficial uses such as trucking to a more distant disposal area (e.g. landfill or private property), in-water, including ocean disposal, beach nourishment, flow-lane and tidal/intertidal storage, all evaluated via data and experience.

A continuous reduction in the availability of safe moorage due to shoaling is occurring at the Port. In order to focus on solutions that make sense, a these options were considered in the Study. Some have been reviewed in the past and have been determined to be too expensive, cumbersome and/or unpredictable. Overall budgetary constraints, primarily caused by high dredging costs, limit the Port's ability to maintain its moorage.

In order to construct a more permanent hardening of Port embankments, and to provide remedy against future predicted sediment flows generated by the Chetco wildfires, the Port also presented an alternative that could assist the Port to respond, not only to sediment from the 2019 disasters, but also to increasing sediment, already observed shoaling increases.

Slope Repair

Among other slope stabilization methods investigated to remedy failing west and south basin 2 embankments were bioengineered groins, vegetative, stepped stabilization, sheet piles (cantilevered and anchored), H-pile/prefab concrete and combination walls. Lateral excavations for rootwadded, large-wood construction required too much destabilization of bank structure. Vegetative, stepped repair cannot halt slip surface failure of the embankments into the unsupported muds at the base of the slopes. H-pile/prefab concrete construction would require scour protection via base rock, just as the restoration of pre-existing riprap would, but at a much higher price per linear foot. Too much material must be contained to allow for a structurally sound cantilevered sheet pile wall, and so such a wall would be anchored. Anchoring using conventional dead-man/tie rod construction, aside from high cost, would require considerable excavation into the adjacent landings, sidewalks, parking lots, etc. Screws in the predominantly non-cohesive soils are, in the opinion of the engineer-of-record for this project, unsound. Primarily due to high cost, vertical repairs such as H-pile/prefab concrete, sheet pile walls and combination walls (cantilevered sheet piles wall reinforced with pipe piles) were not preferred.

No-Action Alternative

The consequences for selecting to take no action in response to past and expected recurring storm damage to Port embankments, and to normal and additional Chetco fire-generated sediment shoaling would be the eventual discontinuation of primary Port operations, and would not be in line with Project Purposes or Needs.

(8) ADDITIONAL INFORMATION

Are there <u>state</u> or <u>federally</u> listed species on the project site?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unknown
Is the project site within designated or proposed critical habitat?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
Is the project site within a national <u>Wild and Scenic River</u> ?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
Is the project site within a <u>State Scenic Waterway</u> ?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
Is the project site within the <u>100-year floodplain</u> ?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown

If yes to any of the above, explain in Block 6 and describe measures to minimize adverse effects to these resources in Block 7.

Is the project site within the <u>Territorial Sea Plan (TSP) Area</u> ?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
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If yes, attach TSP review as a separate document for DSL.

Is the project site within a designated <u>Marine Reserve</u> ?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
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If yes, certain additional DSL restrictions will apply.

Will the overall project involve ground disturbance of one acre or more?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
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If yes, you may need a 1200-C permit from the Oregon Department of Environmental Quality (DEQ).

Is the fill or dredged material a carrier of contaminants from on-site or off- site spills? Yes No Unknown

Has the fill or dredged material been physically and/or chemically tested? Yes No Unknown

If yes, explain in Block 6 and provide references to any physical/chemical testing report(s).

Has a cultural resource (archaeological) survey been performed on the project area? Yes No Unknown

If yes, provide a copy of the survey with this application to the Corps only. Do not describe any resources in this document.

Will the project result in new impervious surfaces or the redevelopment of existing surfaces? Yes No

If yes, the Applicant must submit a post-construction stormwater management plan to DEQ's 401 WQC program for review and approval, see <http://www.deq.state.or.us/wq/sec401cert/docs/stormwaterGuidelines.pdf>

Identify any other federal agency that is funding, authorizing or implementing the project.

Agency Name	Contact Name	Phone Number	Most Recent Date of Contact

List other certificates or approvals/denials required or received from other federal, state or local agencies for work described in this application. For example, certain activities that require a Corps permit also require 401 Water Quality Certification (WQC) from Oregon Department of Environmental Quality (DEQ). For DEQ, please note that all projects that qualify for a Nationwide 401 WQC will be invoiced a fee. Projects that do not qualify for the Nationwide certification will be invoiced based on project complexity. See <http://www.oregon.gov/deq/wq/wqpermits/Pages/Section-401-Fees.aspx>

Agency	Certificate/ approval / denial description	Date Applied

Other DSL and/or Corps Actions Associated with this Site (Check all that apply.)

Work proposed on or over lands owned by or leased from the Corps (may require authorization pursuant to 33 USC 408).

State owned waterway DSL Waterway Lease # _____

Other Corps or DSL Permits Corps # _____ DSL # _____

Violation for Unauthorized Activity Corps # _____ DSL # _____

Wetland and Waters Delineation Corps # _____ DSL # _____

Submit the entire delineation report to the Corps; submit only the concurrence letter (if complete) and approved maps to DSL. If not previously submitted to DSL, send under a separate cover letter.

(9) IMPACTS, RESTORATION/REHABILITATION, AND COMPENSATORY MITIGATION

A. Describe unavoidable environmental impacts that are likely to result from the proposed project. Include permanent, temporary, direct, and indirect impacts.

Temporary in-water turbidity caused by rotating suction head. The turbid area has been found from the observation of similar events to be limited to a few feet radius from the point of basin floor contact with head. Take is expected to be very low because the mechanical disturbance causes fish to quickly vacate the area during operations. Temporary disturbance of vegetation within and surrounding disposal area will occur, but the disposal area will be excavated per steps listed on Page 5 under the title "Erosion Control During Disposal Operations".

B. For temporary removal or fill or disturbance of vegetation in waterbodies, wetlands or riparian (i.e., streamside) areas, discuss how the site will be restored after construction to include the timeline for restoration.

Compensatory Mitigation

C. Proposed mitigation approach. Check all that apply:

Permittee-
responsible
Onsite Mitigation

Permittee-
responsible Offsite
mitigation

Mitigation Bank or
in-lieu fee program

Payment to Provide
(not approved for
use with Corps
permits)

D. Provide a brief description of mitigation approach and the rationale for choosing that approach. If you believe mitigation should not be required, explain why.

Mitigation Bank / In-Lieu Fee Information:

Name of mitigation bank or in-lieu fee project:

Type of credits to be purchased:

If you are proposing permittee-responsible mitigation, have you prepared a compensatory mitigation plan?

Yes. Submit the plan with this application and complete the remainder of this section.

No. A mitigation plan will need to be submitted (for DSL, this plan is required for a complete application).

Mitigation Location Information (Fill out only if permittee-responsible mitigation is proposed)

Mitigation Site Name/Legal
Description

Mitigation Site Address

Tax Lot #

County

City

Latitude & Longitude (in DD.DDDD
format)

Township

Range

Section

Quarter/Quarter

(10) ADJACENT PROPERTY OWNERS FOR PROJECT AND MITIGATION SITE

Pre-printed mailing labels
of adjacent property
owners attached

**Project Site Adjacent Property
Owners**

**Mitigation Site Adjacent
Property Owners**

(11) CITY/COUNTY PLANNING DEPARTMENT LAND USE AFFIDAVIT

(TO BE COMPLETED BY LOCAL PLANNING OFFICIAL)

I have reviewed the project described in this application and have determined that:

- This project is not regulated by the comprehensive plan and land use regulations
- This project is consistent with the comprehensive plan and land use regulations
- This project is consistent with the comprehensive plan and land use regulations with the following:
 - Conditional Use Approval
 - Development Permit
 - Other Permit (explain in comment section below)
- This project is not currently consistent with the comprehensive plan and land use regulations. To be consistent requires:
 - Plan Amendment
 - Zone Change
 - Other Approval or Review (explain in comment section below)

An application or variance request has has not been filed for approvals required above

Local planning official name (print) <i>Becky Crockett</i>	Title <i>Planning Director</i>	City / County <i>Curry County</i>
Signature <i>Becky Crockett</i>	Date <i>June 2, 2021</i>	
Comments: <i>Project allowed as a permitted outright use in the Marine Activity (MA) zoning district.</i>		

(12) COASTAL ZONE CERTIFICATION

If the proposed activity described in your permit application is within the [Oregon coastal zone](#), the following certification is required before your application can be processed. The signed statement will be forwarded to the Oregon Department of Land Conservation and Development (DLCD) for its concurrence or objection. For additional information on the Oregon Coastal Zone Management Program and consistency reviews of federally permitted projects, contact DLCD at 635 Capitol Street NE, Suite 150, Salem, Oregon 97301 or call 503-373-0050 or click [here](#).

CERTIFICATION STATEMENT

I certify that, to the best of my knowledge and belief, the proposed activity described in this application complies with the approved Oregon Coastal Zone Management Program and will be completed in a manner consistent with the program.

Print /Type Applicant Name <i>GARY NETHUNGER</i>	Title <i>PORT MANAGER</i>
Applicant Signature <i>[Signature]</i>	Date <i>6-3-2021</i>

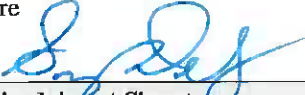
(13) SIGNATURES

Application is hereby made for the activities described herein. I certify that I am familiar with the information contained in the application, and, to the best of my knowledge and belief, this information is true, complete and accurate. I further certify that I possess the authority to undertake the proposed activities. By signing this application I consent to allow Corps or DSL staff to enter into the above-described property to inspect the project location and to determine compliance with an authorization, if granted. I hereby authorize the person identified in the authorized agent block below to act in my behalf as my agent in the processing of this application and to furnish supplemental information in support of this permit application. I understand that the granting of other permits by local, county, state or federal agencies does not release me from the requirement of obtaining the permits requested before commencing the project. I understand that payment of the required state processing fee does not guarantee permit issuance. To be considered complete, the fee must accompany the application to DSL. The fee is not required for submittal of an application to the Corps.

Fee Amount Enclosed	\$
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Applicant Signature (required) must match the name in Block 2

Print Name GARY NEHLWGER	Title PORT MANAGER
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Signature 	Date 6-3-2021
--	------------------

Authorized Agent Signature

Print Name	Title
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Signature	Date
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Landowner Signature(s)¹	
Landowner of the Project Site (if different from applicant)	
Print Name	Title
Signature	Date
Landowner of the Mitigation Site (if different from applicant)	
Print Name	Title
Signature	Date
Department of State Lands, Property Manager (to be completed by DSL)	
<i>If the project is located on <u>state-owned submerged and submersible lands</u>, DSL staff will obtain a signature from the Land Management Division of DSL. A signature by DSL for activities proposed on state-owned submerged/submersible lands only grants the applicant consent to apply for a removal-fill permit. A signature for activities on state-owned submerged and submersible lands grants no other authority, express or implied and a separate proprietary authorization may be required.</i>	
Print Name	Title
Signature	Date

¹ Not required by the Corps.

14) ATTACHMENTS

- Drawings
 - Location map with roads identified
 - U.S.G.S topographic map
 - Tax lot map
 - Site plan(s)
 - Cross section drawing(s)
 - Recent aerial photo
 - Project photos
 - Erosion and Pollution Control Plan(s), if applicable
 - DSL/Corps Wetland Concurrence letter and map, if approved and applicable
- Pre-printed labels for adjacent property owners (Required if more than 5)
- Incumbency Certificate if applicant is a partnership or corporation
- Restoration plan or rehabilitation plan for temporary impacts
- Mitigation plan
- Wetland functional assessment and/or stream functional assessment
- Alternatives analysis
- Biological assessment (if requested by Corps project manager during pre-application coordination.)
- Stormwater management plan (may be required by the Corps or DEQ)
- Other:

Send Completed form to:

U.S. Army Corps of Engineers
 ATTN: CENWP-OD-GP PO Box 2946
 Portland, OR 97208-2946
 Phone: 503-808-4373
portlandpermits@usace.army.mil

Counties:

Baker, Clackamas, Clatsop, Columbia, Gilliam, Grant, Hood River, Lincoln, Malheur, Morrow, Multnomah, Polk, Sherman, Tillamook, Umatilla, Union, Wallowa, Wasco, Washington, Wheeler, Yamhill

Send Completed form to:

DSL - West of the Cascades:

Department of State Lands
 775 Summer Street NE, Suite 100
 Salem, OR 97301-1279
 Phone: 503-986-5200

Send all Fees to:

Department of State Lands
 775 Summer Street NE, Suite 100
 Salem, OR 97301-1279

Pay by Credit Card Online:

<https://apps.oregon.gov/dsl/EPS/>

OR

U.S. Army Corps of Engineers
 ATTN: CENWP-OD-GE
 211 E. 7th AVE, Suite 105
 Eugene, OR 97401-2722
 Phone: 541-465-6868
portlandpermits@usace.army.mil

Counties:

Benton, Coos, Crook, Curry, Deschutes, Douglas, Jackson, Jefferson, Josephine, Harney, Klamath, Lake, Lane, Linn, Marion

BASIN 2 Embankments – Existing Conditions

WEST EMBANKMENT PHOTOS



Embankment Slides and pore erosion, rock covered and/or unraveled.



Overtopping, rutting, unraveling of rock structure. Photos show smaller rock apron, but above, heavier rock covered.



Above heavier rock intact here, but scouring is undermining embankment.

BASIN 2 Embankments – Existing Conditions

SOUTH EMBANKMENT PHOTOS



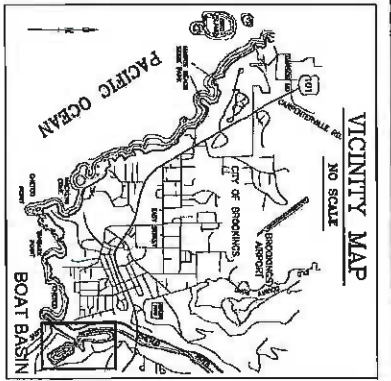
Surge scour during 2019 and subsequent storms are characteristic of end-of-basin damages at the Port of Brookings Harbor.



Undersized rock undermined and buried by surge scour during 2019 storms. Note heavier rock, placed with nonwoven fabric at far southeast corner, remains in tact.



Extreme and abrupt surge scour, caused by amplified storm waves, pulled away and unraveled undersized rock, undermining above embankment. Note young vegetation now overtopping damage.



PORT OF BROOKINGS HARBOR



PORT OF BROOKINGS-HARBOR
2021 CIVIL IMPROVEMENTS
**SOUTH BASIN EMBANKMENT
RECONSTRUCTION**

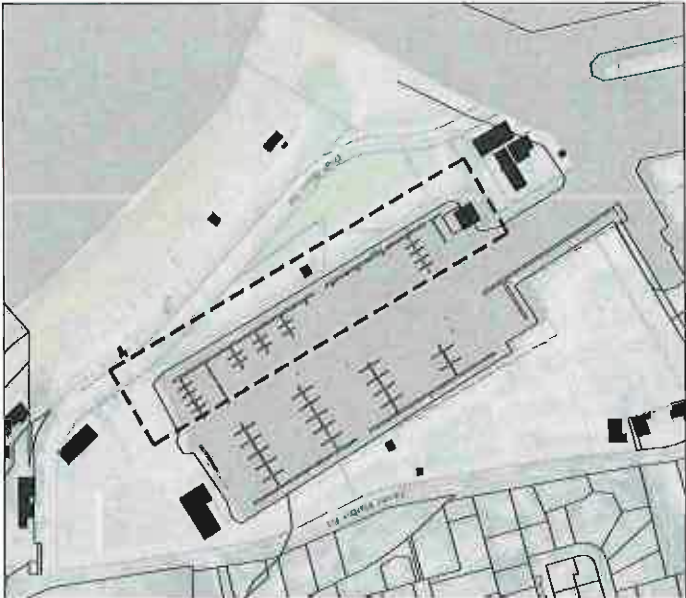
NATURAL FEATURES
EXISTING NATURAL RESOURCES OR NATURAL HAZARDS ON THE SUBJECT PROPERTY, INCLUDING WETLANDS, STREAMS, RIPARIAN AREAS, FLOOD PLAINS, OR FLOODWAYS TO BE DETERMINED BY ENGINEER.

EXISTING TREE CANOPY
THERE ARE NO EXISTING TREES ON THE SUBJECT PROPERTY.

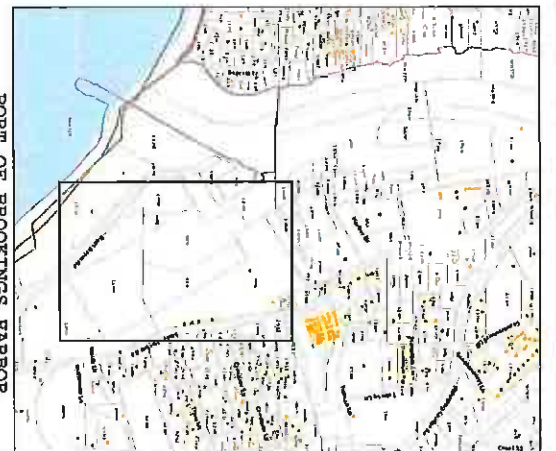
CULTURAL RESOURCES
LOCALLY OR FEDERALLY DESIGNATED HISTORIC AND/OR CULTURAL RESOURCES ON THE SITE OR ON ADJACENT PARCELS TO BE DETERMINED BY ENGINEER.

PUBLIC UTILITIES
PUBLIC UTILITIES SERVICES, INCLUDING WATER, SEWER, STORM DRAINAGE, POWER, TELEPHONE, CABLE, INTERNET, AND GAS ARE AVAILABLE TO THE SUBJECT PROPERTY.

UTILITY STATEMENT
EXISTING UNDERGROUND UTILITIES ILLUSTRATED IN THESE PLANS ARE APPROXIMATED BASED ON MAPS OBTAINED FROM CORRY COUNTY GIS ELEVATIONS ESTIMATES, OR HAVE BEEN LOCATED BY A UTILITY LOCATE COMPANY. LAYOUT INDICATED IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. ALL LINES WITHIN PROTECTED WORK ZONE SHALL BE FIELD VERIFIED AS REQUIRED PRIOR TO CONSTRUCTION.



PROJECT OVERVIEW
SCALE 1" = 200'



PORT OF BROOKINGS HARBOR
MAP OF TAX LOTS

- PRELIM GRADING NOTES**
1. DEC 1209-C PERMIT IS REQUIRED.
 2. UNLESS DIRECTED OTHERWISE, REMOVE, CLEARED AND GROBSED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED SITE.
 3. PRIOR TO THE START OF CONSTRUCTION, VERIFY GRADES AT SAWCUT LOCATIONS AND MATCHING OF EXISTING GRADE LOCATIONS.
 4. MINIMIZE TRAFFIC ON SOIL AREAS DURING WET WEATHER. IF THE SITE SOILS ARE EXPOSED DURING WET WEATHER, THE USE OF CRUSHED ROCK PLACED AS ENGINEERED FILL IN THE BOTTOM OF THE EXCAVATIONS MAY BE NECESSARY TO PROTECT THE SUBGRADE. TAKE ALL PRECAUTIONS TO LIMIT SURFACE DISRUPTIONS AND PROTECT UNDER-SURFACE UTILITIES.
 5. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOBSITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS AND WORKMANSHIP SHALL BE PERFORMED BY A CERTIFIED TESTER. RESULTS OF THE TESTS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
 6. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

LEGEND	
5	ELEVATION
—	OBSCURE HATCH CONTOUR
—	PAVEMENT HATCH CONTOUR
—	GRAVEL HATCH CONTOUR
—	CONCRETE PAD
—	SLIP WAY
—	PAVED ROAD

PROJECT DESCRIPTION

TITLE: SOUTH BASIN EMBANKMENT RECONSTRUCTION
 REFERENCED: PB113-1001 SOUTH BASIN EMBANKMENT
 EXISTING EMBANKMENT VIEWS
 PLAN DETAILS

DRAWING REGISTER

NO.	DESCRIPTION	DATE
PB113-C100	Cover sheet	
PB113-C101	Notes	
PB113-C102	Existing Condition	
PB113-C102A	Existing EMBANKMENT VIEWS	
PB113-C103	Embankment	
PB113-C104	Details	
PB113-C105	Plan details	



GENERAL NOTES

These notes are intended for use in interpreting and implementing the tasks shown on the following construction plans and specifications sheets. These are in addition to the overall project specification and bid documents and contractual items.

These are intended for the use of the general contractor and his/her subcontractors in the demolition and reconstruction of the subject area of the Port of Brookings Harbor. Use for other purposes or at other sites is not recommended and is accomplished at the sole risk of the user.

These items are to be used as a supplement to the details provided on the plan sheets and specification pages. Any discrepancies found among the Drawings, the Specifications, referenced reports, these General Notes and other items listed on this sheet and the site conditions shall be reported to the Engineer, who shall correct such discrepancy in writing. Any work done by the General Contractor after discovery of such discrepancy shall be done at the General Contractor's risk. The General Contractor shall verify and coordinate dimensions among all drawings prior to proceeding with any work.

The embankment repair has been designed to resist anticipated vertical and lateral forces after the construction of all structural elements has been completed. Stability of the structure and slope areas prior to completion is the responsibility of the General Contractor. This responsibility includes, but is not limited to jobsite safety, construction means, methods, and sequences, temporary shoring, slope stability, formwork and bracing, use of equipment and construction procedures.

Construction observation by the Engineer is for checking for conformance with design aspects only and is not intended in any way to review and/or approve the General Contractor's construction procedures or relieve the contractor from providing a completed project, consistent with the plans and specifications and good construction practices. Special inspection by the engineer does not provide a certification of the project or relieve the contractor of all responsibility for a properly constructed project.

Standards Used for Design
All methods, materials and workmanship shall conform to the plans and specifications and ODOT Standard Specifications, unless elsewhere herein specified otherwise. International Building Code (IBC) 2009; 2010 Oregon Structure Specialty Code (OSSC); American Society of Civil Engineers (ASCE)

Other Notes

1. Jobsite safety is the responsibility of the Contractor.
2. All products and workmanship shall be new materials of good quality, acceptable for this type of construction. Work to be accomplished in a good and workmanlike manner.
3. All materials to be shipped, handled and stockpiled in accordance with manufacturer recommendations and good construction practices.
4. Locations must be verified at the site with the geotechnical engineer and the Port of Brookings Harbor representative prior to placement.
5. Abide by local, state and federal building ordinances, including all safety requirements, in all phases of the project.
6. All phases of the project are to conform to the plans and specifications attached hereto and specifications provided by the owner and the engineer-of-record.
7. Proposed changes to project plans and specifications must be approved by the designer prior to acceptance and implementation at the site.
8. Proposed changes must be submitted in writing for review and approval/disapproval by the designer and the owner.
9. In no case shall changes, substitutions or omissions be made to the design or materials without the written authorization of the designer and the owner.
10. Authorization of a design change by the engineer does not constitute acceptance by the Port of Brookings Harbor, nor does it authorize additional funds for the changes. The Port's representative must authorize in writing the design change and applicable changes in the contract amount and/or construction time period prior to implementation of such changes.
11. Project schedule and general sequencing of all work must be reviewed and approved by the design engineer and the owner. Such approval does not relieve the contractor or his/her subcontractors of all responsibilities for proper execution of the subject project construction.
12. Sequencing of tasks that requires varying the installed sizes of project materials must be reviewed and approved by the design engineer and owner.
13. Traffic control and signage must be provided by the contractor unless otherwise so stated in the contract. Access to the US Coast Guard facilities must be maintained during construction.
14. Contractor must understand that the project site is in a Harbor area subject to tidal fluctuations. Therefore, sequencing and project work must take into account effects of high and low tides.
15. Replacement of specified products by an "Equivalent" product must be approved by the design engineer and the owner. Redesign required for use of alternate "Equivalent" materials is to be borne by the contractor.

GRADING NOTES

1. DED 1200-C PERMIT IS NOT REQUIRED.
2. UNLESS DIRECTED OTHERWISE, REMOVE CLEARED AND GUBBERED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED LOCATION.
3. PRIOR TO THE START OF CONSTRUCTION, VERIFY GRADERS AT SMOOT LOCATIONS AND MATCHING OF EXISTING GRADE LOCATIONS.
4. MINIMIZE TRAFFIC ON SOIL AREAS DURING WET WEATHER. IF THE SITE SOILS ARE EXPOSED DURING WET WEATHER, THE USE OF CRUSHED ROCK PLACED AS ENGINEERED FILL IN THE BOTTOM OF THE EXCAVATIONS MAY BE NECESSARY TO PROTECT THE SUBGRADE. TAKE ALL PRECAUTIONS TO LIMIT SURFACE DISTURBANCE AND PROTECT THE SITE GRADING AREA FROM EROSION AND RUNOFF.
5. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOBSITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS AND WORKMANSHIP SHALL BE PERFORMED BY A CERTIFIED TESTER. RESULTS OF THE TESTS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
6. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

EROSION, SEDIMENTATION & POLLUTION CONTROL PLAN NOTES

1. PROTECT/PROSE - THE PURPOSE OF MAINTAINING, REMEDIATING, REPLACING, AND UPGRADING THE EXISTING WESTERN EMBANKMENT AT THE SOUTH BASIN OF PORT OF BROOKINGS. THE EXISTING EMBANKMENT WILL BE CLEARED DOWN TO SUITABLE SUBGRADE AT A SLOPE BETWEEN 1.5:1 AND 2:1. A 4 FT DEEP TRENCH WILL BE EXCAVATED AT THE BASE OF THE EMBANKMENT. A 3 FT DEEP LAYER OF AGGREGATE WILL BE PLACED ON TOP OF THE SLOPE AND INTO THE TRENCH.
2. CONTRACTOR ACTIVITIES - CONTRACTOR ACTIVITIES ARE DESCRIBED AS EXCAVATION AND CLEARING USING A 25T EXCAVATOR. EXCAVATION AND SPREADING AT THE BASE OF THE SLOPE USING A LONG REACH EXCAVATOR. PLACEMENT OF GEOGRID. PLACEMENT OF CRUSHED AGGREGATE FROM FINE GRAVEL TO 2FT BORDERS.
3. SOIL DISTURBING ACTIVITIES - EXCAVATION WILL BE LIMITED TO EXISTING MARINA ENDS AS SHOWN ON DRAWING C102
4. NON-STORMWATER DISCHARGES - NO DEWATERING, WATER-LINE FLUSHING, PAVEMENT WASH WATERS OR IRRIGATION WATER DISCHARGES ARE PLANNED FOR THIS PROJECT.
5. ESTIMATED START DATE FOR CONSTRUCTION - 02/01/21 - 03/30/21
6. NEAREST SURFACE WATER BODIES - PORT OF BROOKINGS ICE HOUSE INLET IN THE COMMERCIAL BASIN (SOUTH BASIN) AND THE STORE BASIN, NEAR DOCK A (NORTH BASIN).
7. RECEIVING WATERS - PACIFIC OCEAN
8. SPECIAL ENVIRONMENTAL CONSIDERATIONS - SEE SECTION BELOW DESCRIBING PRECAUTION REGARDING GROSSE COATED PILES TO BE EXTRACTED. SEA OPINIONS PROVIDED BY USACE, NWS AND ODFW. DESIGNATED EPOC - THE DESIGNATED EROSION AND POLLUTION CONTROL MANAGER (EPCM) WHO WILL ASSURE COMPLIANCE WITH ALL ITEMS IN THIS PLAN IS TED FITZGERALD, PORT DIRECTOR, OR HIS DESIGNEE.
10. EROSION, SEDIMENTATION AND POLLUTION CONTROL BMPs - BEST MANAGEMENT PRACTICES (BMP) TO BE USED, WHEN APPLICABLE, TO PREVENT POLLUTION RELATED TO CONTRACTOR ACTIVITIES LISTED IN THIS SECTION ARE AS FOLLOWS:
 - A) OFFSITE VEHICLE TRACKING AND DUST PREVENTION - MEASURES WILL BE TAKEN TO PREVENT OFFSITE TRACKING OF MATERIALS, INCLUDING SWEEPING PAVEMENTS, COVERING LOADS AND WETTING SOIL TO PREVENT DUST. THERE WILL BE NO AGGREGATE CONSTRUCTION.
 - B) MATERIAL MANAGEMENT AND SPILL PREVENTION - ALL ON SITE PILES WILL BE DELIMITED, HANDED, STORED, USED, AND APPLIED SO AS NOT TO BE RELEASED INTO THE WATERS OF THE STATE/US. FLEETING WILL BE ACCOMPLISHED AWAY FROM THE WORK AREA. A SPILL CLEANUP KIT WILL BE AVAILABLE IF DEEMED BY THE EPCM TO BE REQUIRED. C) WASTE MANAGEMENT - HANDING, STORAGE AND DISPOSAL OF SOLID WASTE AND/OR HAZARDOUS WASTE WILL BE DISPOSED INTO SUITABLE LANDFILL OFFSITE. D) INSPECTION AND CONTROL PLAN AND THE EPCM WILL BE PERFORMED BY THE EPCM ON HIS DESIGNEE. E) EMPLOYEE AND SUBCONTRACTOR TRAINING - EMPLOYEE AND SUBCONTRACTOR EDUCATION AT A MINIMUM WILL INCLUDES INFORMING PERSONNEL OF THE POSTED LOCATIONS OF THE POLLUTION CONTROL PLAN/EROSION AND SEDIMENT CONTROL PLAN/SDS'S, AND IMPORTANT EMERGENCY PHONE NUMBERS. EDUCATION WILL ALSO INCLUDE INFORMING PERSONNEL OF REVISED MATERIAL MANAGEMENT PROCEDURES FOLLOWING A SPILL. F) (CRITERIA 15) PERCONSTRUCTION ACTIVITY - BEFORE ALTERATION OF THE ACTION AREA, FLAG THE BOUNDARIES OF CLEARING LIMITS ASSOCIATED WITH SITE ACCESS AND CONSTRUCTION TO MINIMIZE SOIL AND VEGETATION DISTURBANCE, AND ENSURE THAT ALL TEMPORARY EROSION CONTROLS ARE IN PLACE AND FUNCTIONAL. G) (CRITERIA 16) SITE PREPARATION - DURING SITE PREPARATION, CONSERVE NATIVE MATERIALS FOR RESTORATION, INCLUDING LARGE WOOD, VEGETATION, TOPSOIL AND CHANNEL MATERIALS (GRAVEL, COBBLE AND BouldERS) DISPLACED BY CONSTRUCTION. WHENEVER PRACTICAL, LEAVE NATIVE MATERIALS WHERE THEY ARE FOUND AND UNCOVERED TO BE CLEARED, CLIP VEGETATION AT GROUND LEVEL TO RETAIN ROOT MASS AND INCORPORATE REESTABLISHMENT OF NATIVE VEGETATION. BUILDING AND RELATED STRUCTURES MAY NOT BE CONSTRUCTED INSIDE THE RIPARIAN MANAGEMENT AREA. H) (CRITERIA 17) HEAVY EQUIPMENT - HEAVY EQUIPMENT WILL BE SELECTED AND OPERATED AS NECESSARY TO MINIMIZE AVERSE EFFECTS ON THE ENVIRONMENT; AND ALL VEHICLES AND OTHER HEAVY EQUIPMENT WILL BE USED AS FOLLOWS:
 - (A.) STORED, FUELED AND MAINTAINED IN A VEHICLE STAGING AREA PLACED 150 FEET OR MORE FROM ANY WATERBODY, OR IN AN ISOLATED HARD ZONE SUCH AS A PAVED PARKING LOT.
 - (B.) INSPECTED DAILY FOR FLUID LEAKS BEFORE LEAVING THE VEHICLE STAGING AREA FOR OPERATION WITHIN 50 FEET OF ANY WATERBODY.
 - (C.) STEAM-CLEANED BEFORE OPERATION BELOW ORDINARY HIGH WATER, AND AS OFTEN AS NECESSARY DURING OPERATION TO REMAIN FREE OF ALL EXTERNAL OIL, GREASE, MUD, SEEDS, ONSLAUGHTS AND OTHER VISIBLE CONTAMINANTS.
 - (D.) GENERATORS, CHAINS AND ANY OTHER STATIONARY EQUIPMENT OPERATED WITHIN 150 FEET OF ANY WATERBODY WILL BE MAINTAINED AND PROTECTED AS NECESSARY TO PREVENT LEAKS AND SPLILLS FROM ENTERING THE WATER. I) (CRITERIA 18)

IN-WATER WORK PERIOD

ALL WORK WITHIN THE ACTIVE CHANNEL WILL BE COMPLETED IN ACCORDANCE WITH THE OREGON GUIDELINES FOR FINDING OF IN-WATER WORK TO PROTECT FISH AND WILDLIFE RESOURCES (ODFW 2008, OR THE MOST RECENT VERSION).

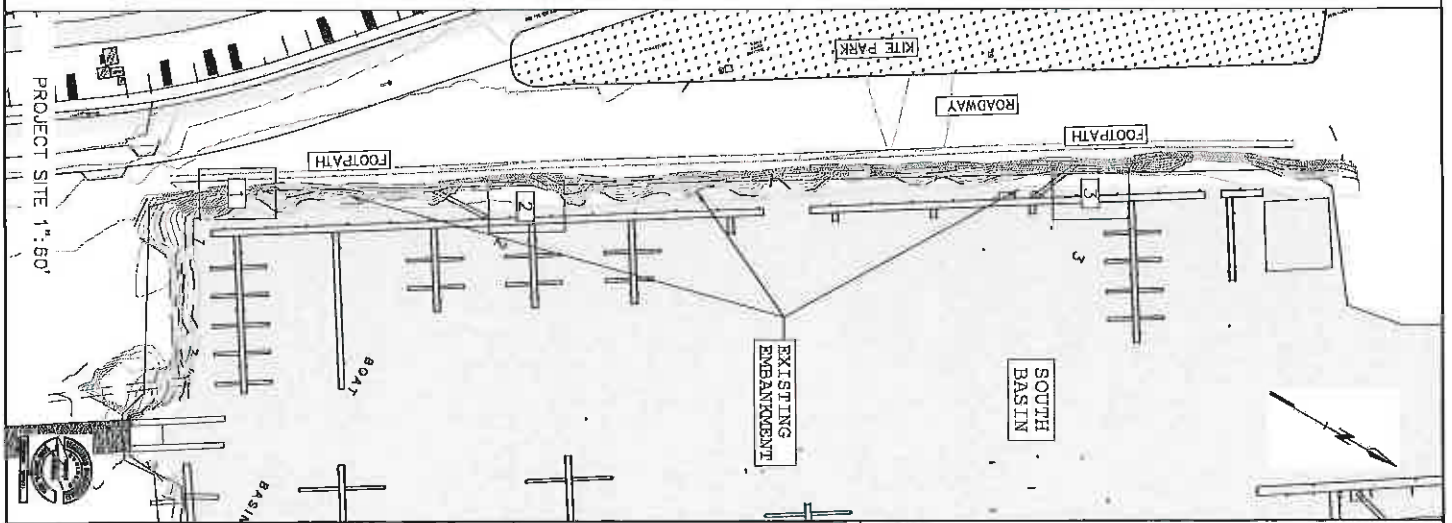
- J) (CRITERIA 21) EMBANKMENT INSTALLATION -
- K) (CRITERIA 24) SUBGRADE PREPARATION -
- X) (TBC)

12/8/2020
12/8/2020
12/8/2020

NO.	DATE	REVISION
1		
2		
3		
4		
5		

EMC
Engineering & Construction Management

EXISTING CONDITIONS
SCALE 1"=100'



PROJECT SITE 1"=80'

PREPARED FOR
PORT OF BROOKINGS
14350 Lower Harbor Rd, Brookings, OR 97415

NO.	REVISIONS	DATE
1	ISSUED FOR PERMIT	12/15/2020
2	REVISED	
3		
4		
5		
6		
7		
8		
9		
10		

ENGINEER

EMC
ENGINEERING & ARCHITECTURE
1000 N. W. 10th St., Suite 100
Bend, OR 97701
503.325.1111
www.emc-engineers.com



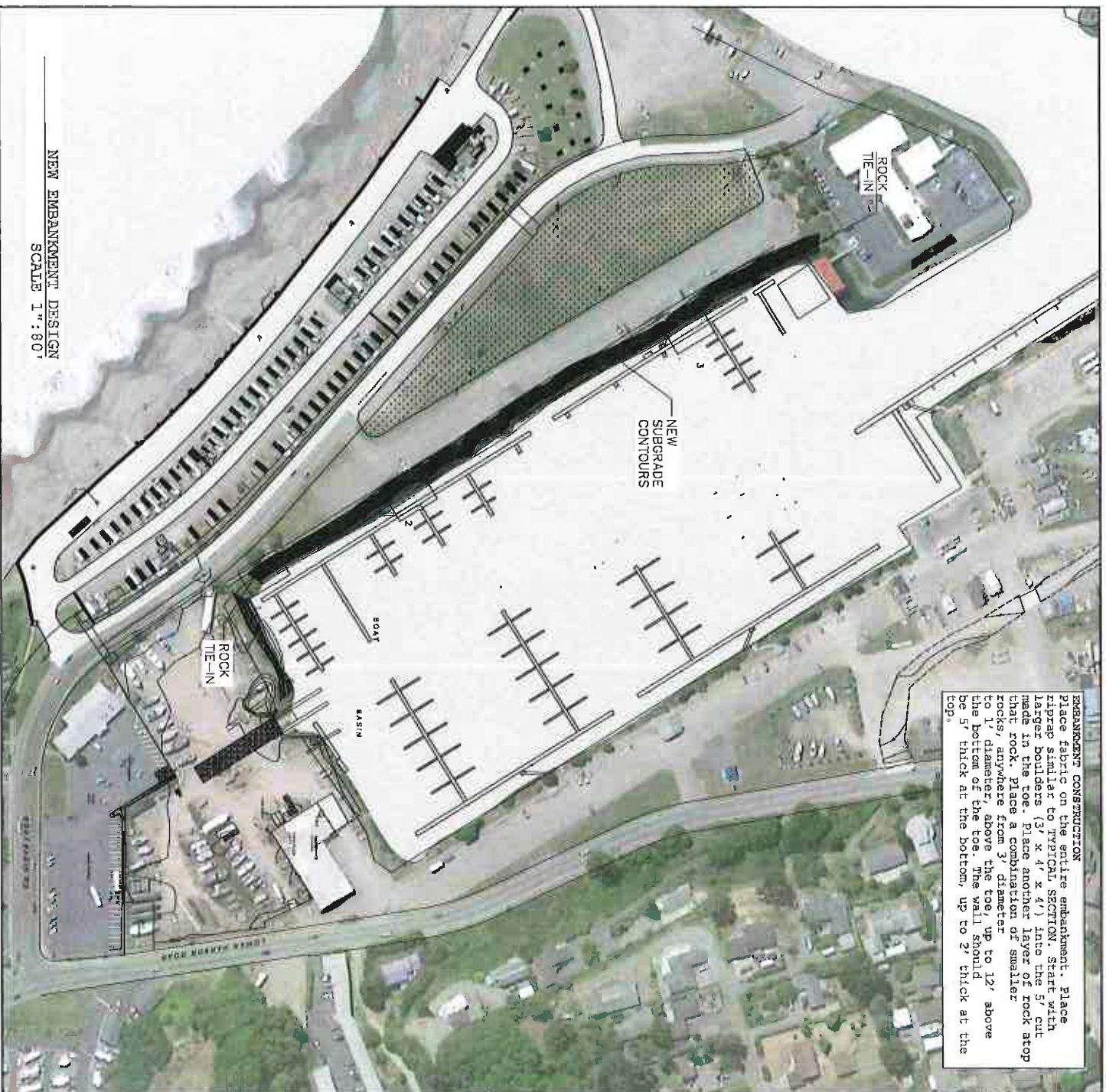
DATE: 01/16/2021
 Drawn by: NTRADRAFT
 SHEET NO.: C-102A
 TBM NO.: 113

PREPARED FOR: (LOT 2000, MAP 'REBORN')
PORT OF BROOKINGS
 16320 Lower Harbor Rd, Brookings, OR 97415

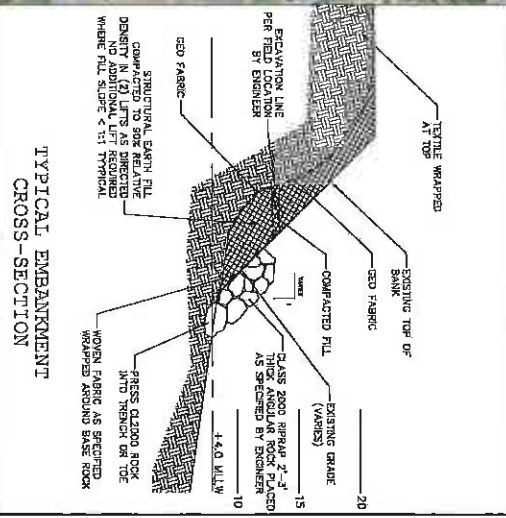
NO.	DATE	DESCRIPTION	BY
1	01/16/2021	FOR QUOTE REVIEW	EMC
2		REVISION	

ENGINEER:
EMC
 Environmental & Marine Consulting, LLC
 1000 NE Oregon Street, Suite 200
 Astoria, Oregon 97103
 Phone: 503.325.1234
 Fax: 503.325.1235
 E: info@emc-llc.com
 F: info@emc-llc.com

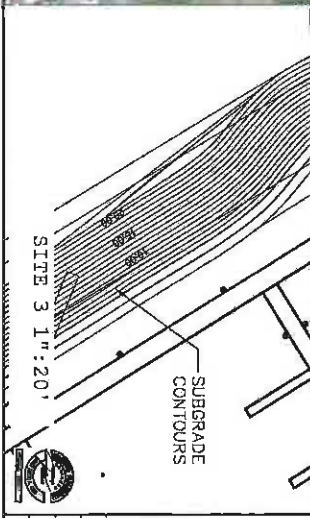
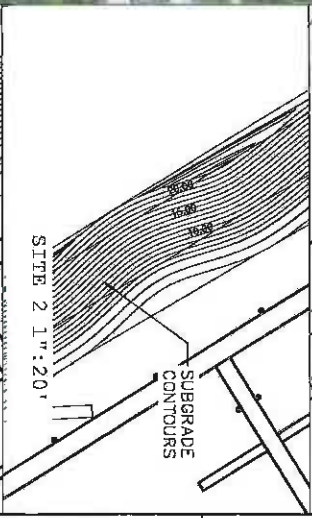
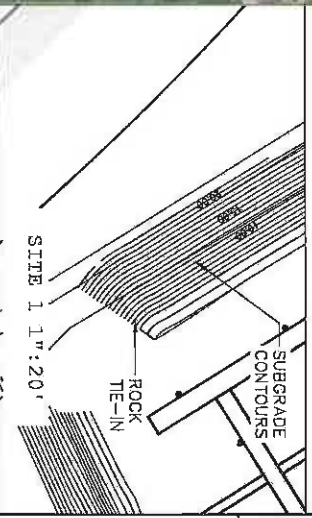
NEW EMBANKMENT DESIGN
SCALE 1" = 80'



EMBANKMENT CONSTRUCTION
Place fabric on the entire embankment. Place riprap similar to TYPICAL SECTION. Start with larger boulders (3' x 4' x 4') into the 5' cut made in the toe. Place another layer of rock atop that rock. Place a combination of smaller rocks, anywhere from 3' diameter to 1' diameter, above the toe, up to 12' above the bottom of the toe. The wall should be 5' thick at the bottom, up to 2' thick at the top.

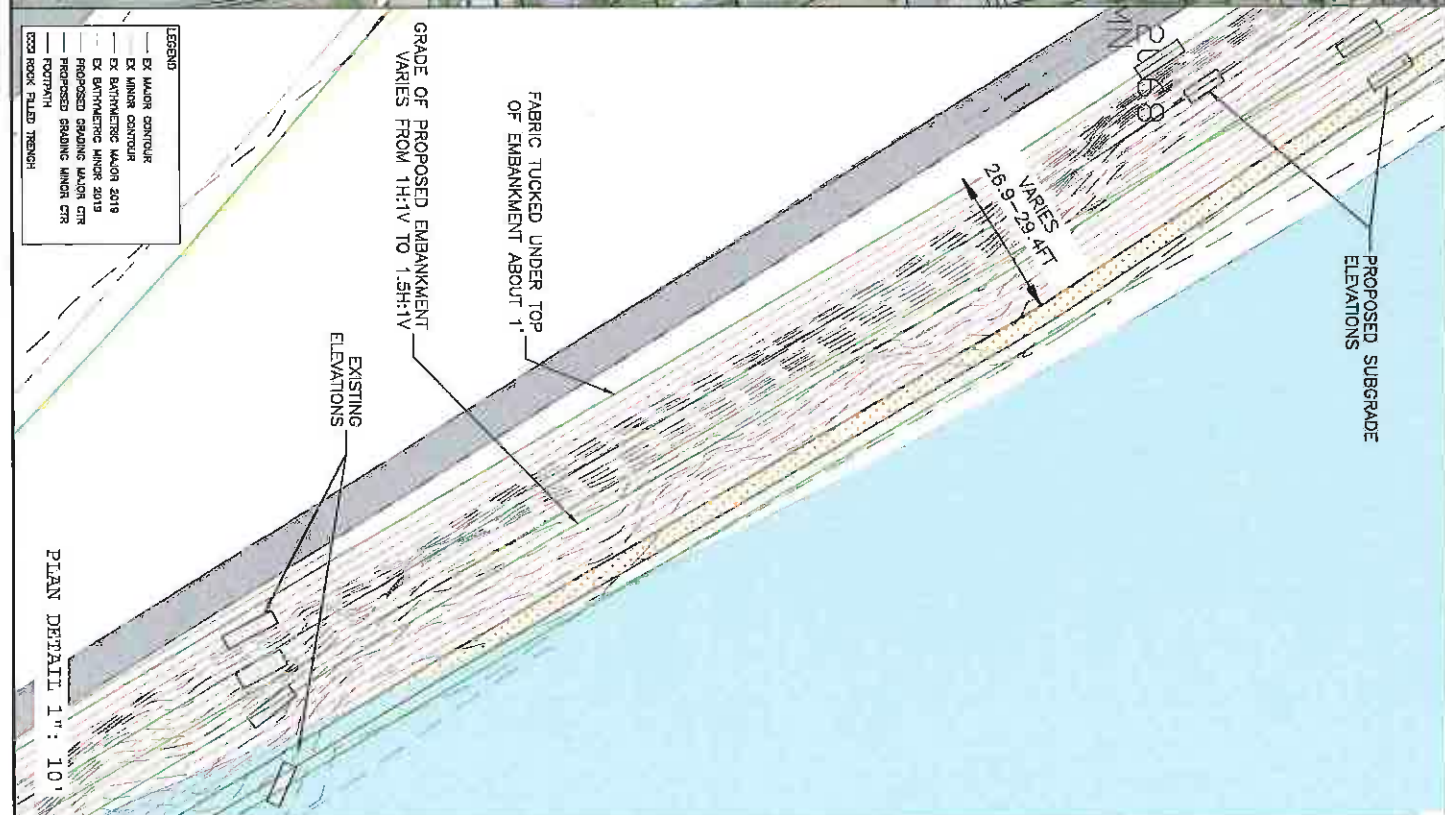
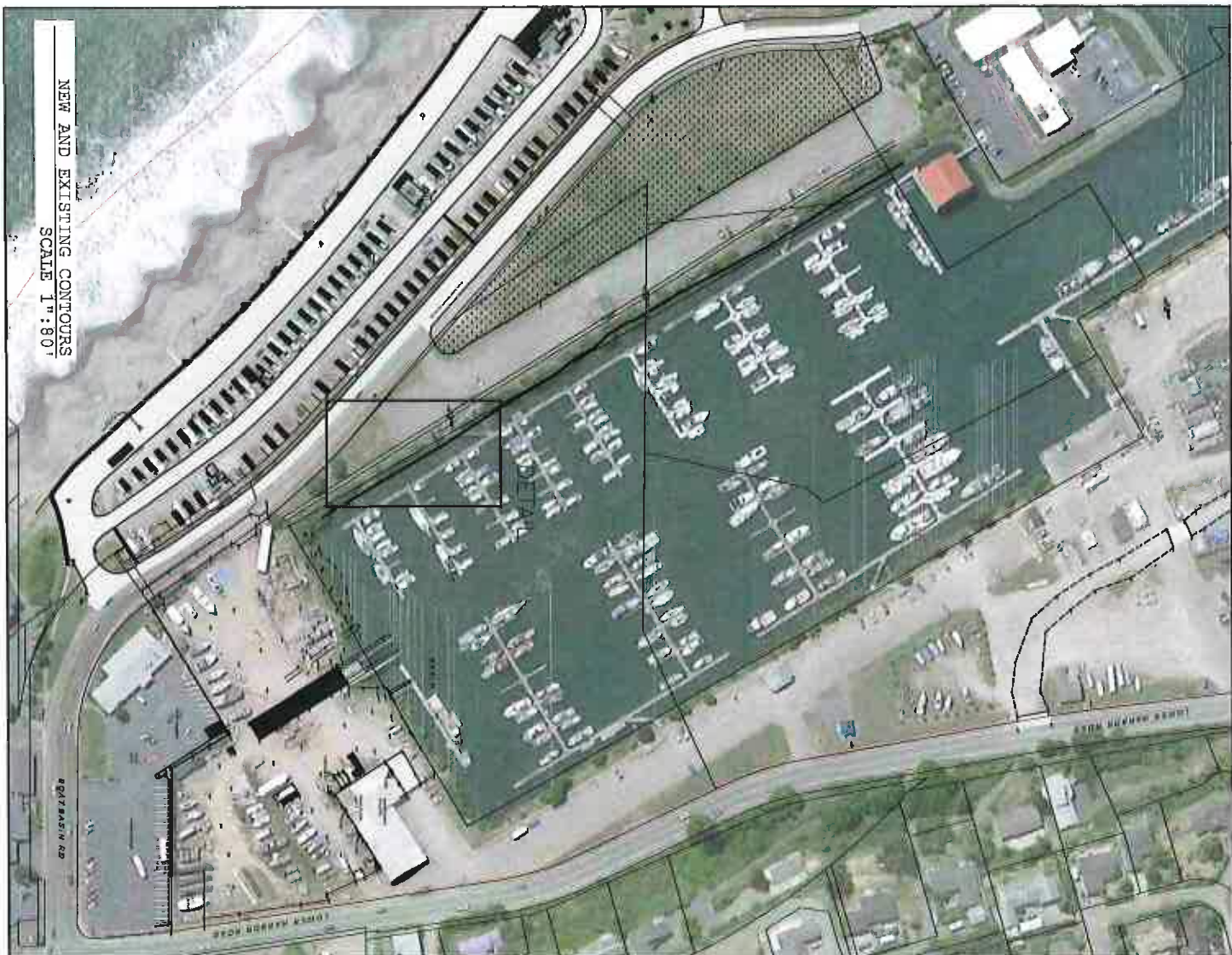


TYPICAL EMBANKMENT CROSS-SECTION



PREPARED FOR: **PORT OF BROOKINGS**
 16330 Lower Harbor Rd, Brookings, OH 49415
 DATE: 12/8/2020
 DRAWN BY: INFRADESIGN
 SHEET NO: C-103
 OF 113
 ENGINEER: EMC
 PROJECT NO: 16330 LOWER HARBOR RD, BROOKINGS, OH
 DATE: 12/8/2020
 SHEET NO: C-103
 OF 113

NEW AND EXISTING CONTOURS
SCALE 1" = 80'



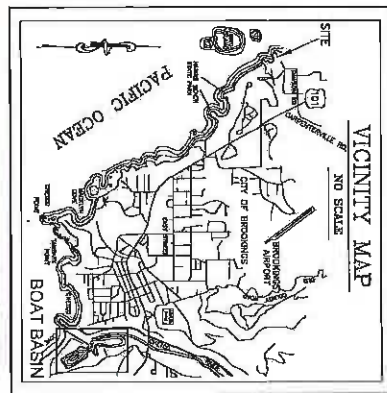
- LEGEND
- EX MAJOR CONTOUR
 - EX MINOR CONTOUR
 - EX BATHYMETRIC MARCH 2019
 - EX BATHYMETRIC MARCH 2018
 - PROPOSED CHANGING MAJOR CTR
 - PROPOSED CHANGING MINOR CTR
 - FOOTPATH
 - COB ROOF FILLED TRENCH

PLAN DETAIL 1" = 10'

PREPARED FOR PORT OF BROOKINGS 18330 Lower Harbor Rd, Brookings, OR 97418		ENGINEER 	
		DATE 12/27/2020	DRAWN BY GIB
SHEET NO. 0105	TOTAL SHEETS 113	PROJECT NO. 18330	REVISIONS 1 12/27/2020 FOR CLIENT REVIEW GIB



SHEET INDEX
 C00 COVER SHEET
 C01 COVER SHEET
 C02 BENTON & ROCKWALL



C00
 COVER SHEET

PORT OF BROOKINGS HARBOR
 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
 SOUTH BOAT BASIN WALL



Grants Pass • Jacksonville • Medford, OR
 2150 13th Street NE, Suite 200, Grants Pass, OR 97527
 541-875-8888 • Fax: 541-875-8888
info@emcengineers.com • <http://www.emcengineers.com>
 -Engineers/Scientists, LLC

REVISION	BY



SURVEY BY
 ENGINEERING SCIENTISTS, LLC
 111 PROJECT DRIVE
 JACKSONVILLE, FL 32218

HORIZONTAL DATUM
 NAD 83
 ELEVATION SYSTEM: SEA LEVEL
 HORIZONTAL DATUM: NAD 83
 HORIZONTAL DATUM: NAD 83

VERTICAL DATUM
 NGVD 83
 ELEVATION SYSTEM: SEA LEVEL
 VERTICAL DATUM: NGVD 83
 VERTICAL DATUM: NGVD 83



EXISTING CONDITIONS
 SCALE: 1" = 20'

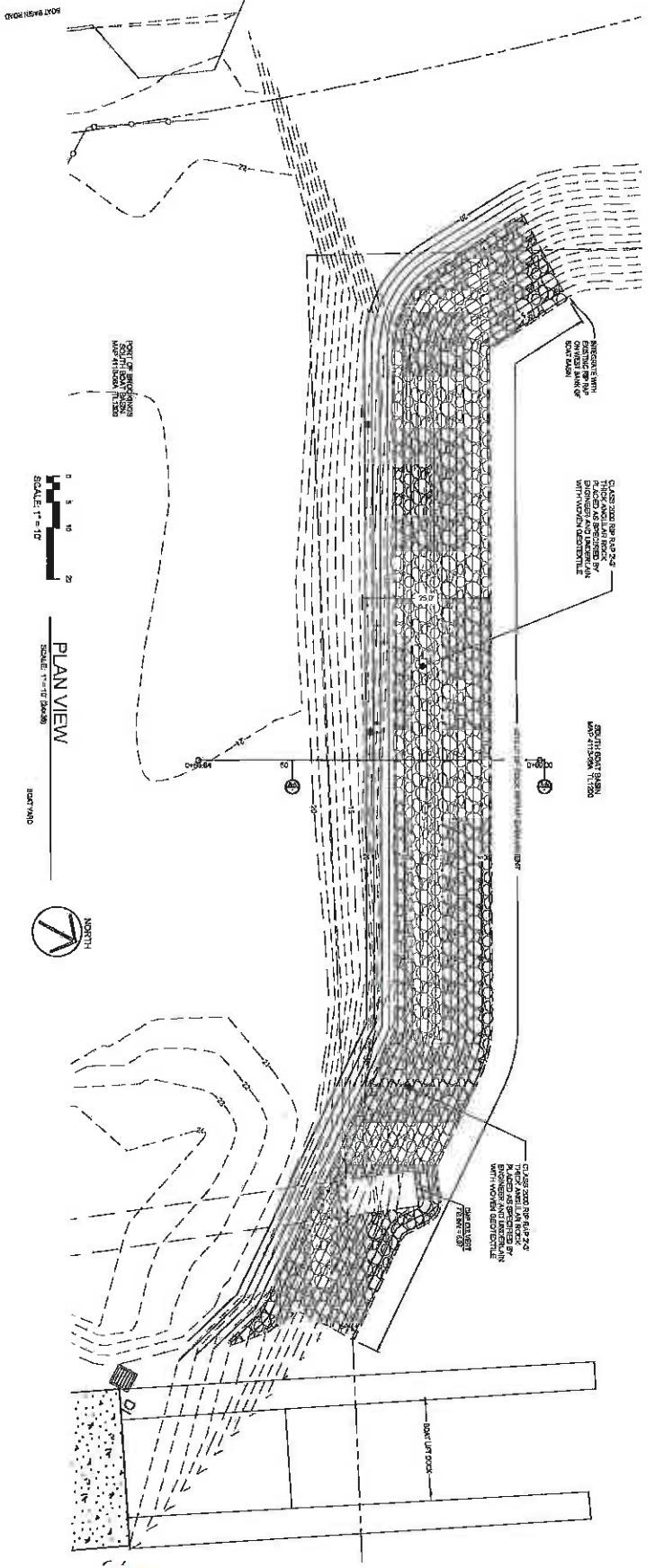


PORT OF BROOKINGS HARBOR
 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
SOUTH BOAT BASIN WALL.



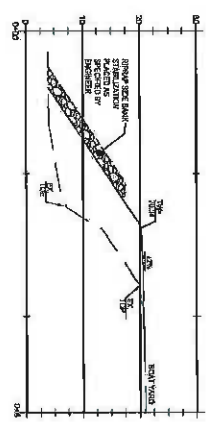
Grants Pass • Jacksonville • Medford, OR
 4075 W. 19th Street, Suite 200, Grants Pass, OR 97526
 4075 W. 19th Street, Suite 200, Jacksonville, FL 32218
 4075 W. 19th Street, Suite 200, Medford, OR 97504
 Phone: (531) 244-1100 • Fax: (531) 244-1101
 Email: info@emcsc.com • Website: www.emcsc.com

REVISION	BY

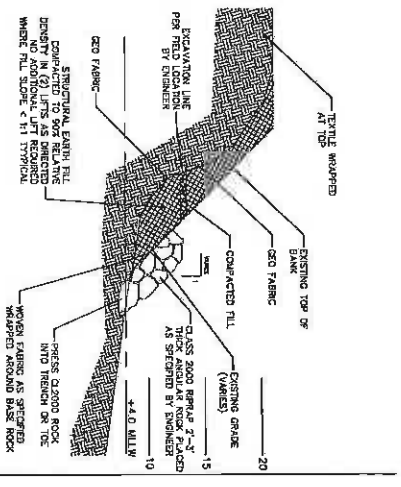


PLAN VIEW
SCALE: 1" = 10' (SHOULDER)

SCALE: 1" = 10'



SECTION A - A
SCALE: 1" = 10' (SHOULDER)



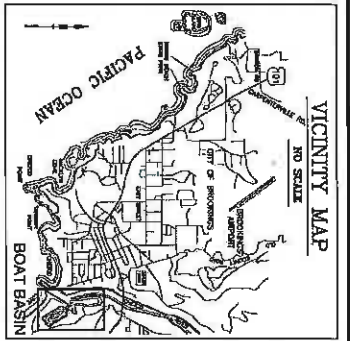
TYPICAL EMBANKMENT CROSS SECTION
SCALE: 1" = 10'

PLACE FABRIC ON THE EXISTING EMBANKMENT. PLACE EMBANKMENT ON TOP OF THE EXISTING FABRIC WITH LAP OVERLAP OF EMBANKMENT FABRIC AND EXISTING FABRIC. FABRIC SHOULD BE 6\"/>

EMBANKMENT CONSTRUCTION NOTES

PROPOSED ROCK EMBANKMENT - OPTION 4
SCALE: 1" = 8' (SHOULDER)

	<p>PORT OF BROOKINGS HARBOR 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415 SOUTH BOAT BASIN WALL</p>	<p>EMC Engineers/Scientists, LLC Grant Pass • Jacksonville • Medford, OR 1000 NE Oregon Street, Suite 200, Medford, OR 97504 Phone: 541-754-1122 • Fax: 541-754-1123 www.emc-engineers.com</p>	<p>DATE: 14 APR 2021 JOB NO. C210 SHEET NO. 4</p>	<p>REVISIONS</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>DESCRIPTION</th> <th>DATE</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	NO.	DESCRIPTION	DATE	BY				
	NO.		DESCRIPTION	DATE	BY							
<p>DESIGN: JG DATE: 14 APR 2021 JOB NO. C210 SHEET NO. 4</p>	<p>C210 OPTION 4 ROCK WALL</p>	<p>SCALE: 1" = 8' (SHOULDER)</p>										



NATURAL FEATURES
 EXISTING NATURAL RESOURCES OR NATURAL HAZARDS ON THE SUBJECT PROPERTY, INCLUDING WETLANDS, STREAMS, RIPARIAN AREAS, FLOOD PLAINS, OR FLOODWAYS TO BE DETERMINED BY ENGINEER.

EXISTING TREE CANOPY
 THERE ARE NO EXISTING TREES ON THE SUBJECT PROPERTY

CULTURAL RESOURCES
 LOCALITY, OR FEDERALLY DESIGNATED HISTORIC LOCALITY, OR CULTURAL RESOURCES ON THE SITE OR ON ADJACENT PARCELS TO BE DETERMINED BY ENGINEER.

PUBLIC SERVICES
 PUBLIC UTILITY SERVICES, INCLUDING WATER, SEWER, STORM DRAINAGE, POWER, TELEPHONE, CABLE, INTERNET, AND GAS ARE AVAILABLE TO THE SUBJECT PROPERTY.

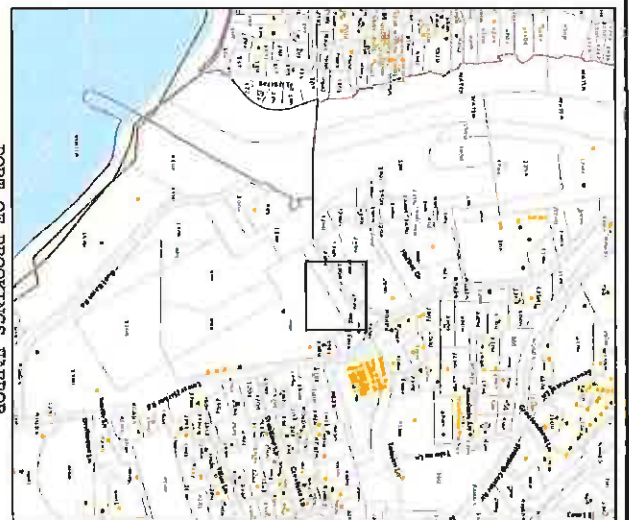
UTILITY STATEMENT
 EXISTING UNDERGROUND UTILITIES ILLUSTRATED IN THESE PLANS ARE APPROXIMATED BASED ON MAPS OBTAINED FROM CURRY COUNTY GIS ELEVATIONS ESTIMATES, OR HAVE BEEN LOCATED BY A UTILITY LOCATE COMPANY. LAYOUT INDICATED IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. ALL LINES WITHIN PROTECTED WORK ZONE SHALL BE FIELD VERIFIED AS REQUIRED PRIOR TO CONSTRUCTION.



PORT OF BROOKINGS-HARBOR
 2021 CIVIL IMPROVEMENTS
**SEDIMENT STOCKPILE
 LOCATION #2**



PROJECT OVERVIEW
 SCALE 1"=100'



PORT OF BROOKINGS HARBOR
 MAP OF TAX LOTS

- PRELIM GRADING NOTES**
1. DEG 1200-C PERMIT IS REQUIRED.
 2. UNLESS DIRECTED OTHERWISE, REMOVE CLEARED AND GUTTERED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED LOCATION.
 3. PRIOR TO THE START OF CONSTRUCTION, VERIFY GRADES AT SAWCUT LOCATIONS AND MATCHING OF EXISTING GRADE LOCATIONS. MINIMIZE TRAFFIC ON SOIL AREAS DURING WET WEATHER. IF THE SITE SOILS ARE EXPOSED DURING WET WEATHER, THE USE OF CRUSHED ROCK PLACED AS ENGINEERED FILL IN THE BOTTOM OF THE EXCAVATIONS MAY BE NECESSARY TO PROTECT THE SURGRADE. TAKE ALL PRECAUTIONS TO LIMIT SURFACE DISTURBANCE AND PROTECT THE SITE GRADING AREA FROM EROSION AND RUNOFF.
 5. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOBSITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS AND WORKMANSHIP SHALL BE PERFORMED BY A CERTIFIED TESTER. RESULTS OF THE TESTS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
 6. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

LEGEND	
	ELEVATION
	SUBGRADE MINOR CONTOUR
	SUBGRADE MAJOR CONTOUR
	PARCEL
	GEOTECHNICAL
	2000 CONCRETE PAD
	2000 GRASS
	SLOPE
	PAVED ROAD



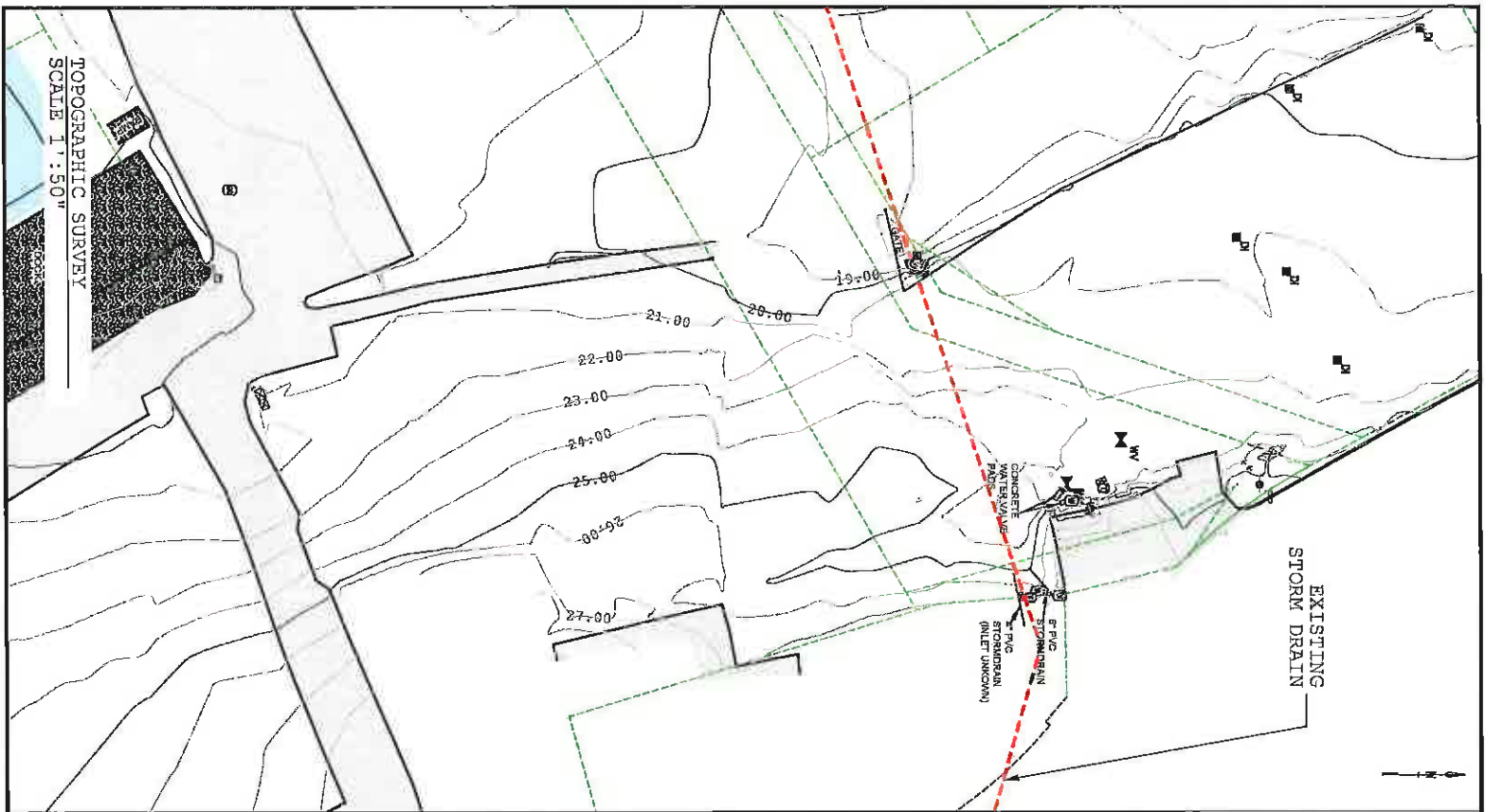
Date: 04/04/2021
 Drawn By: INFRADRAFT
 Sheet No: C-100
 File No: PB114

PREPARED FOR: (LOT 2900, MAP '360522DB')
PORT OF BROOKINGS
 16330 Lower Harbor Rd, Brookings, OR 97415



NO.	DATE	REVISION

ENGINEER: **EMC**
 124
 Grant Park • Jacksonville • Miami, FL
 404-487-8888 • 800-487-8888
 www.emc-engineers.com



TOPOGRAPHIC SURVEY
SCALE 1"=50'

- GRADING NOTES**
1. PRIOR TO THE CONSTRUCTION OF EMBANKMENTS, THE CONTRACTOR SHALL EXCAVATE UNSUITABLE FOUNDATION MATERIAL. BASEMENTS, TRENCHES AND HOLES ENCOUNTERED WITHIN EMBANKMENT LIMITS SHALL BE FILLED WITH APPROVED MATERIAL. PRIOR TO BACKFILLING THE CONTRACTOR SHALL BREAK CONCRETE FLOORS OF BASEMENTS AS DIRECTED. THE CONTRACTOR SHALL BREAK UP AND ROUGHEN THE GROUND SURFACE BEFORE EMBANKMENTS MATERIAL IS PLACED THE NATURAL GROUND UNDERLYING EMBANKMENTS SHALL BE COMPACTED TO THE DENSITY SPECIFIED FOR THE EMBANKMENT MATERIALS TO BE PLACED, AND TO THE DEPTH OF THE GRUBBING OR A MINIMUM OF 6 INCHES.
 2. EMBANKMENT CONSTRUCTION SHALL INCLUDE PREPARATION OF THE AREAS UPON WHICH EMBANKMENTS ARE PLACED, THE PLACEMENT AND COMPACTION OF APPROVED EMBANKMENT MATERIALS AND FILLING OF HOLES, FITS AND OTHER DEPRESSIONS WITHIN THE SUBDIVISION.
 3. THE CONTRACTOR SHALL PLACE EMBANKMENTS AND FILLS IN THE HORIZONTAL LAYERS OF 8 INCHES MAXIMUM DEPTH AND COMPACT EACH LAYER TO THE DENSITY SPECIFIED.
 4. EMBANKMENT SHALL NOT BE CONSTRUCTED WHEN THE EMBANKMENT MATERIAL OR THE FOUNDATION ON WHICH THE EMBANKMENT WOULD BE PLACED IS FROZEN.
 5. IMMEDIATELY PRIOR TO COMPLETION OF THE EARTHWORK, THE CONTRACTOR SHALL CLEAN THE ENTIRE WORK AREA OF DEBRIS AND FOREIGN MATTER.
 6. THE MAXIMUM DENSITY OF COMPACTED MATERIAL WILL BE DETERMINED BY AASHTO T-99
 7. THE CONTRACTOR SHALL COMPACT ALL EMBANKMENTS, FILLS AND BACKFILLS TO A MINIMUM IN PLACE DENSITY OF 95 PERCENT.
 8. THE CONTRACTOR SHALL WATER THE MATERIALS TO PROVIDE OPTIMUM MOISTURE FOR COMPACTION OF EMBANKMENT AND BACKFILLS. EMBANKMENTS OF BACKFILL MATERIALS SHALL NOT BE PLACED IN FINAL POSITION UNTIL MOISTURE IN EXCESS OF OPTIMUM MOISTURE HAS BEEN REMOVED.
 9. IF THE SPECIFIED COMPACTION IS NOT OBTAINED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER. THE CONTRACTOR MAY BE REQUIRED TO USE A MODIFIED COMPACTION PROCEDURE OR APPLY ADDITIONAL COMPACTION EFFORT. IF APPROVED MATERIALS MEETING THE SPECIFICATIONS CANNOT BE COMPACTED TO THE REQUIRED DENSITY REGARDLESS OF COMPACTION EFFORT OR METHOD, THE ENGINEER MAY REDUCE THE REQUIRED DENSITY OR DIRECT THE ALTERNATE MATERIALS BE USED. IN NO CASE SHALL EARTHWORK OPERATIONS PROCEED UNTIL THE CONTRACTOR IS ABLE TO COMPACT THE MATERIAL TO THE SATISFACTION OF THE ENGINEER.
 10. DEQ 1200-C PERMIT IS NOT REQUIRED.
 11. UNLESS DIRECTED OTHERWISE, REMOVE CLEARED AND GRUBBED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED LOCATION.
 12. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOBSITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS AND WORKMANSHIP SHALL BE PERFORMED BY A CERTIFIED TESTER. RESULTS OF THE TESTS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
 13. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

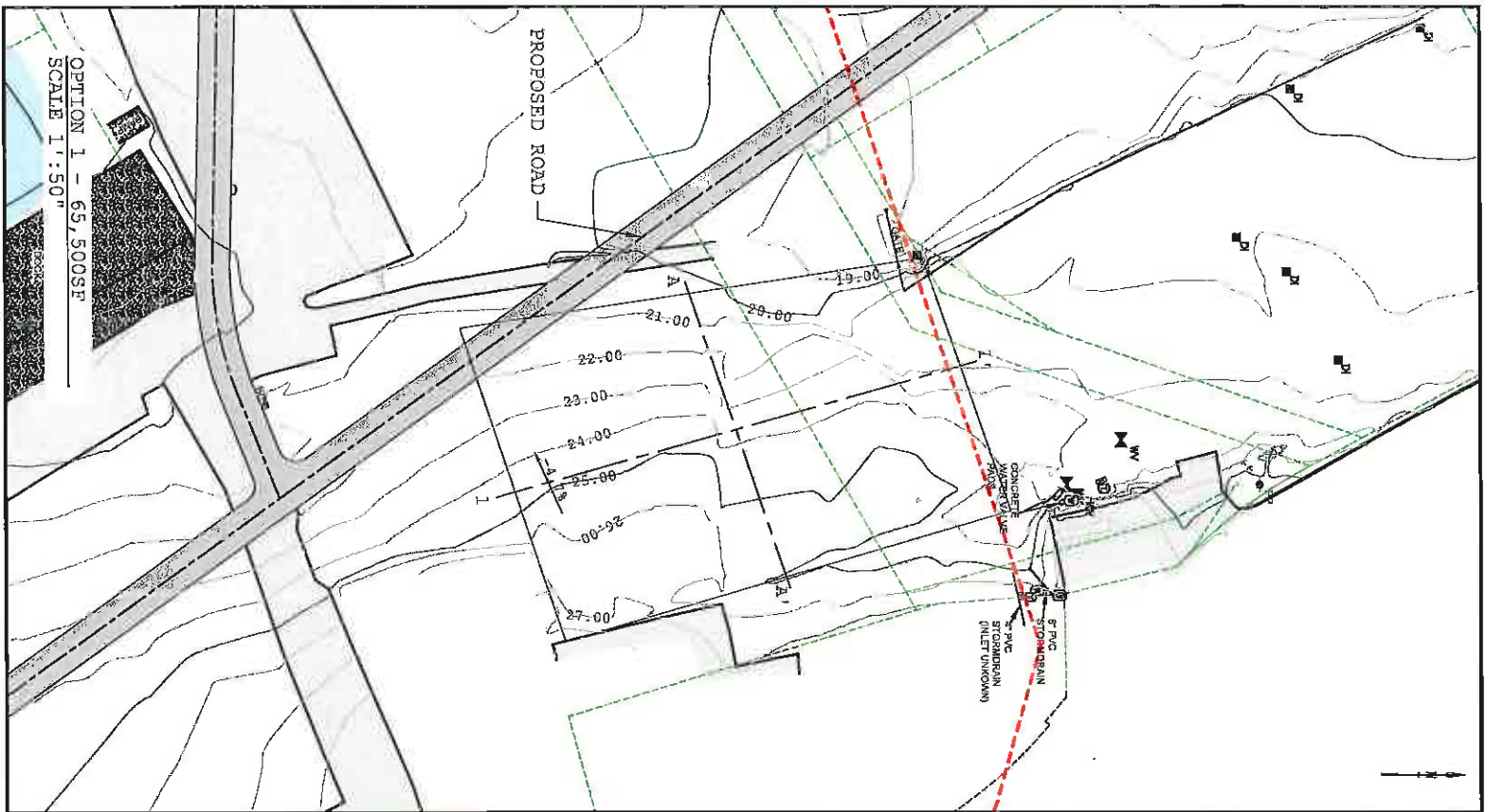
GEO TECHNICAL NOTE
THE CONTRACTOR SHALL COORDINATE CONSTRUCTION ACTIVITIES WITH THE PROJECT ENGINEER FOR REQUIRED REMEDIATION. THE CONTRACTOR SHALL COORDINATE WITH THE PROJECT ENGINEER FOR REQUIRED SITE OBSERVATIONS AND TESTING OF ALL FILLS.

125

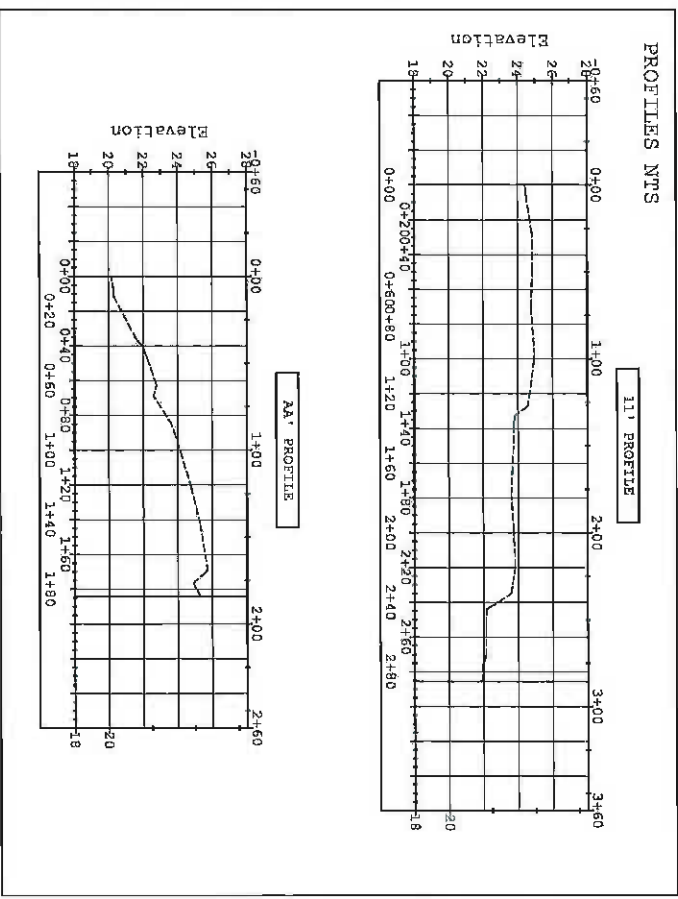
	ENGINEER: 	<p>16390 Lower Harbor Rd, Brookings, OR 97415</p> <p>PORT OF BROOKINGS </p>	<table border="1"> <thead> <tr> <th>No.</th> <th>DATE</th> <th>REVISION</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	No.	DATE	REVISION	BY				
	No.			DATE	REVISION	BY					
<p>PREPARED FOR: PORT OF BROOKINGS (LOT 2900, MAP '360522DB')</p>	<p>DATE: 04/04/2021</p> <p>DRAWN BY: NFRADRAFT</p> <p>SHEET NO: C-101</p> <p>FILE NO: PB114</p>	<p>16390 Lower Harbor Rd, Brookings, OR 97415</p>	<p>ENGINEER: EMC</p> <p>16390 Lower Harbor Rd, Brookings, OR 97415</p> <p>PH: 541-338-8888</p> <p>WWW.EMCENGINEERS.COM</p> <p>Engineers/Scientists, LLC</p>								

NEW SEDIMENT STORAGE AREA

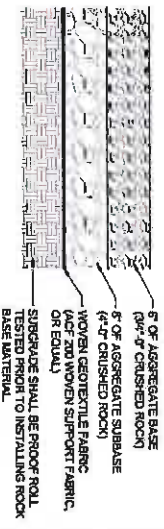
AREA: 45,185SF
 APPROX. STORAGE CAPACITY
 7,350 cu.yards



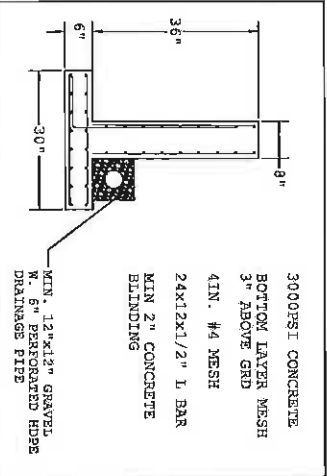
OPTION 1 - 65,500SF
 SCALE 1"=50'



RETAINING WALL
 DETAIL NTS



SUB-GRADE
 PREPARATION DETAIL



REINFORCED CONCRETE
 RETAINING WALL DETAIL



PREPARED FOR: (LOT 2600, MAP '3805220B')
PORT OF BROOKINGS
 16330 Lower Harbor Rd, Brookings, OR 97415



ENGINEER

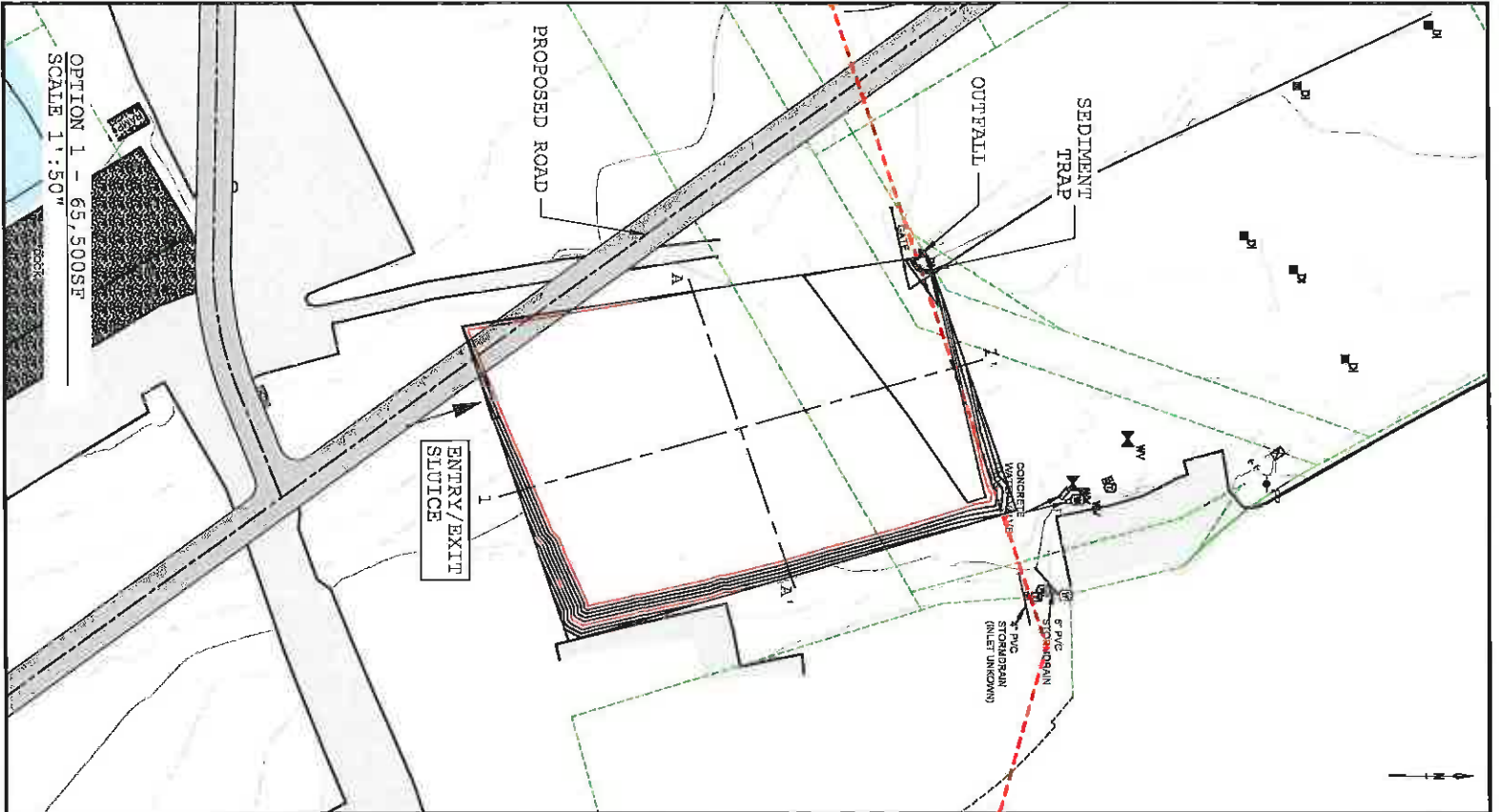
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No.	DATE	REVISION	BY

Date: 04/04/2021
 Drawn By: INFRADRAFT
 Sheet No: C-102
 File No: PB114

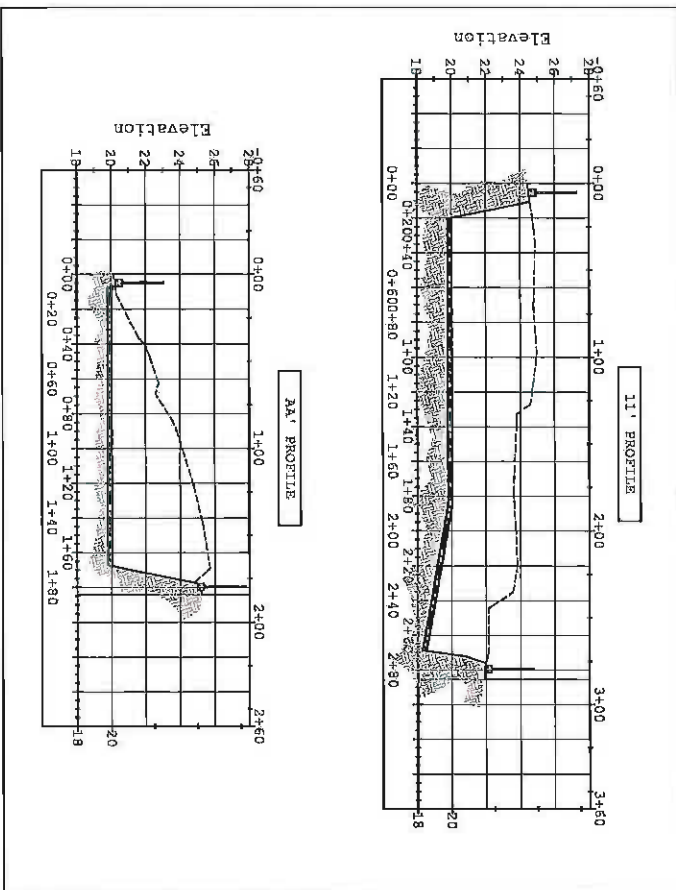
126



NEW SEDIMENT STORAGE AREA

LEGEND

- 6" AGGREGATE BASE
- 3/4"-0" CRUSHED ROCK
- 9" AGGREGATE SUBBASE
- 4" 0"- CRUSHED ROCK
- WOVEN GEOTEXTILE
- FABRIC ACE200
- PROOF ROLLED SUBGRADE
- ENGINEERED FILL



SEDIMENT STORAGE GRADING
NTS

127

PREPARED FOR: (LOT 2600, MAP '36052208')
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ENGINEER:
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No.	DATE	REVISION	BY

Date: 04/04/2021
Drawn By: INFRADRAFT
Sheet No.: C103
File No.: PB114



INFORMATION ITEM – I

DATE: June 10, 2021
RE: FEMA DR-4432 and DR-4452 Scope of Work
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Jack Akin-EMC Engineers/Scientists completed the Scope of Work for FEMA DR-4432 and DR-4452. Scope of Work was submitted to Oregon Emergency Management/FEMA on May 17. OEM/FEMA staff is currently reviewing the scope of work and we anticipate their approval later this month.
- FEMA's scope of work has changed since the last time we discussed project revenues. FEMA does not allow disaster repair projects to include any utility infrastructure improvements. What this means, FEMA will not cover the costs for electrical, water and sewer utilities for the RV Park expansion plan. The hardening or reinforcing existing terrain to reduce future disasters is allowable. We anticipate FEMA approval for the grading and paving on the kite field, but the Port will need to find other revenue sources to cover new utility infrastructure costs.
- FEMA 406 Mitigation can cover from 50 to 100% of the initial approved disaster repair costs. We are anticipating 100% coverage, which means the budget for the project would be doubled. Exhibit C (attached) illustrates the proposed budget. FEMA 404 Hazard Mitigation Grant Program portion is estimated at just under \$100,000.
- Business Oregon can cover the 25% matching costs up to \$500,000 per disaster claim. We currently have two claims and Business Oregon would provide up to \$1 million in matching.
- Our understanding of FEMA 404 Hazard Mitigation Grant Program was approved for \$1.4 million. So far, we are using \$100,000 of this amount in the proposed scope of work. It is possible to use the remaining amount of \$1.3 million to repair other damaged areas at the Port that is listed in our approved Hazard Mitigation Plan, but the Port may need to cover the 25% matching. Approximately \$325,000 would be needed for this matching if we used all \$1.3 million.
- Under our approved Natural Hazard Mitigation Plan the projects include:

	Port Area	Description	Est. Cost	Status
1	Basin 1	Piling and Dock Repair	\$1,105,000	Completed
2	Boardwalk North Deck	Repair Damage	\$650,000	Open
3	Boat Launch Docks	Replace Wood Docks	\$400,000	Completed
4	Transient Dock	Dock and Piling Repair	\$326,400	Completed
5	Basin 2	Replacement of Old Docks	\$1,450,000	Open
6	Fuel Dock Access Pad	Replace Fuel Dock Access Pad	\$480,000	Completed
7	Stormwater Drainage	Gear Storage, Boat Yard, RV Park	\$1,562,000	Open/FEMA
8	Basin Embankments	Basin 1 & 2, Barge & Transient Area	\$4,840,500	Open/FEMA
9	Boardwalk Shoring	Replace 505-feet of Boardwalk Shoring	\$3,850,000	Open
10	Commercial Rec. Docks	Repair / Replace Receiving Docks	\$4,455,000	Open
11	RV Park Ocean Damage	Repair / Improve Ocean Revetment	\$340,000	Open

None, some, or all the remaining HMGP funding could be directed toward these projects.

DOCUMENTS

- Email from notification to OEM/FEMA, 1 page
- FEMA DR-4432 and DR-4452 Scope of Work, 106 pages

From: Jack <emc@emcengineersscientists.com>
Sent: Monday, May 17, 2021 4:38 PM
To: Slevin, Julie
Cc: Gary Dehlinger-Port of Brookings Harbor; Travis Webster
Subject: FEMA 4432 & 4452 Deliverables

Hey Julie, I sent you, on behalf of the Port of Brookings Harbor, a SHAREFILE link (file is too big to email) to enable downloading of the FEMA 4432, 4452 Scopes of Work, engineering explanation of the disasters and mechanisms, associated budgets (EXHIBITS A, B and C), for the REPAIR (to pre-disaster conditions), a lower cost alternative (a lot lower), proposed mitigation, drawings of the proposed alternative, drawings of the proposed mitigation to harden against future storm and erosion disasters and a summary of the feasibility study completed to explore the proposed alternative.

We are now working on the JPA to assist EHP with their deliberations.

Thanks Julie. Please don't hesitate to contact me for any reason.

Best

Jack Akin, MS, PE, IC, HMS, AI
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5/16/21

Gary Dehlinger
Port Manager
Port of Brookings Harbor
Brookings, OR 97477

Scope of Work for FEMA 4432, 4452

PA-10-OR-4432

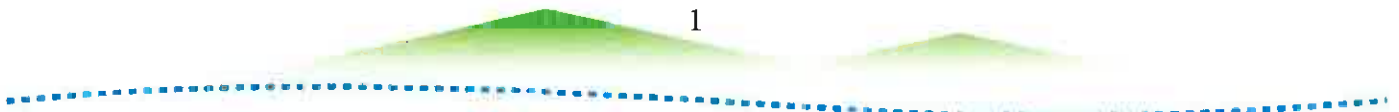
Title 104046-Dredging, Application No. PA-10-OR-4432 (4432) is assigned a period of performance beginning May 2, 2019. The Subgrant Application proposes to repair damages as a result of the February 23rd – 26th severe storms that engendered landslides and deposited debris throughout the Port of Brookings Harbor, and included the shallowing of key marine vessel moorage, the destabilization of embankments (particularly along the West Basin 2 wall), and the accumulation of sediment beneath docks near the west embankment of Basin 2.

The sediment accumulating beneath the docks caused them to rest on the mudline beneath during low tides, causing damage to the docks. Landslides that occurred during the storm along the Basin 2 west embankment covered previously existing riprap along areas identified as Sites 1, 2 and 3, and revealed previously buried riprap in areas along embankment between these three sites. 4432 as it was proposed was purposed to remove sediment that had accumulated from the storm. The sediment volumes, about 7500 yd.³ in Basin 2 and 500 yd.³ in Basin 1, were estimated from comparisons of recent, sequential bathymetric surveys. Sediment migrated into identified areas of the Port basins via wild fire-generated material from the Chetco River, overtopping stormwater along the south and west embankments in Basin 2 and along the west and north Ice House Inlet embankments, and from pore water from the embankment walls themselves.

Connection with Application Title: 110140 - Port Dredging, Application Number: PA-10-OR-4452

Noted in the Special Notes of the 4432 Application is that the sediment issues and solutions associated with 4452 are inextricably connected to those of 4432.

Engineering determinations, including comparative bathymetric surveys, found that about 15,500 yd.³ of sand/soil/mud debris had accumulated in Basin 1, and about 12,500 yd.³ of the same accumulated in Basin 2 as a result of the April, 2019 storm.





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These two events were back to back and overlapping with respect to hydrographic data, as it would be noted that the rising limb of the April flows would overlap the falling limb of February flows, creating a “one- two punch” on vulnerable Port locations, so that the second event in April, 2019 created more damage than the first event in February.

Completing these two projects (4432 and 4452) as one provides not only logical, but economic benefit, in that the duplication of engineering, permitting and mobilization/demobilization of equipment required for both of these projects, as well as for any proposed mitigation actions, can be averted.

As it now stands, these two projects have each been separated by FEMA into two subprojects, (Phase 1 and Phase 2) the first of which is the engineering and permitting functions necessary to assess, design and permit both 4432 and 4452. \$39,600 was assigned to 4432 and \$80,400 was assigned to 4452 for the engineering/permitting Phase.

The two projects (4432 and 4452) would be accomplished simultaneously, saving several hundred thousand dollars. Thereby the preliminary estimated cost for dredging the 38,000 yd.³ is \$1,770,000. .

The Work Orders 47755 and 45060 were filled and submitted by the Port describe the dredge volumes with attached bathymetric and engineering documentation, provided after the 9/20/2019 FEMA Site Inspection.

Engineering estimates place the budget close to the original at **\$1,790,000**, as itemized in the attached **EXHIBIT A – Dredging**.

Damage #304676; Basin 2 - Slope Failure and Scope of Work

The severe storm deposited a mixture of sand/soil/mud within the harbor. The debris caused a loss of soil cohesion in the slopes and steep embankments of the Harbor. Previously buried toe slabs and rocks meant to armor and help support the steep overlying embankment are now revealed, particularly along the west side of Basin 2.

Cause of Damage: The severe storm deposited a mixture of sand/soil/mud within the harbor. The debris caused a loss of soil cohesion in the slopes and steep embankments of the Harbor. Previously buried toe slabs and rocks meant to armor and help support the steep overlying embankment are now revealed, particularly along the west side of Basin 2. The erosive mechanism is described in more detail below in the section named **Storm and Erosion Processes (P6)**.



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Damage Description: Primary damages to Port embankments from 4432 and 4452 Disasters were observed and have been recorded in Basin 2, the south basin of the Port of Brookings Harbor. Generally, riprap repair is the most economical repair method for these slopes.

On the 2 East Slope, 542 CY of unclassified mixed riprap, 195 FT long x 5 FT wide x 15 FT deep would be required.

On the South Slope, 578 CY of unclassified mixed riprap, 208 FT long x 5 FT wide x 15 FT deep would be required.

On the Transient Slope, 289 CY of unclassified mixed riprap, 104 FT long x 5 FT wide x 15 FT deep would be required.

On the Basin 2 West Slope, 502 CY of unclassified mixed riprap, 452 FT long x 5 FT wide x 6 FT deep would be required.

The measurements for the embankment are based on applicant provided engineering information.

The unitized engineering budget for the riprap repair is **\$675,157**, as itemized on **EXHIBIT A - Slope Repairs**.

The scope of work for Slope Repairs is herein proposed to be revised, replacing partial and therefore vulnerable small repair slopes, some of which (east and transient) are more stable and of lower priority, with the recommended, continuous repair of the west and south slopes of Basin 2. Volumes of riprap needed remain unchanged.

The unitized total engineering budget for the revised scope of work is presented on the attached **Exhibit A - FEMA Repairs** to pre-disaster Conditions is therefore **\$2,585,157**. The engineered drawings showing the Slope Repairs are attached as files named **Slope Repairs DWG - West Basin 2 Wall**, and **Slope Repairs DWG - South Basin 2 Wall**.

Proposed Lower Cost Dredging Alternative, and Scope of Work

A Feasibility Study was produced for the Port of Brookings Harbor, investigating dredging alternatives. The Study was summarized in a PowerPoint Presentation to the Port of Brookings Harbor Staff and Board of Commissioners. A trimmed version to reduce file size) of the Presentation, with videos, disposal, case study, maintenance and permitting requirements removed, is attached as **EXHIBIT D**.



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The Study was generated by the growing concerns about sedimentation in the harbor that is being accelerated by Chetco wildfire erosion. The Study investigated the feasibility of implementing an in-house maintenance dredging program and operation at the Port, in comparison to other dredging alternatives. The analyses included barge and scow, hydraulic suction dredging, mechanical, or clamshell dredging; disposing of sediments upland via storage piling on land, or other out-of-water beneficial or non-beneficial uses such as trucking to a more distant disposal area (e.g. landfill or private property), in-water, including ocean disposal, beach nourishment, flow-lane and tidal/intertidal storage, all evaluated via data and experience.

A continuous reduction in the availability of safe moorage due to shoaling is occurring at the Port. In order to focus on solutions that make sense, a these options were considered in the Study. Some have been reviewed in the past and have been determined to be too expensive, cumbersome and/or unpredictable. Overall budgetary constraints, primarily caused by high dredging costs, limit the Port's ability to maintain its moorage. Funds for necessary paving and stormwater control that would otherwise be implemented to protect the duration of the Port embankment repairs have instead been allocated to the maintenance of navigable depths.

In order to construct a more permanent hardening of these embankments, and to provide remedy against future predicted sediment flows generated by the Chetco wildfires, the Port presents an alternative that could assist the Port to respond, not only to sediment from the 2019 disasters, but also to increasing sediment, already observed (see attached **EXHIBIT E**) shoaling increases.

The dredging costs for this lower cost alternative is **\$1,042,174**, reduced \$747,826 from that of the original dredging method proposed.

This alternative, additional to the estimated savings, reduces the Port's vulnerability to damages from future, predicted shoaling. Budget details for the Lower Cost Alternative are presented in the attached **EXHIBIT B**. Note that the Total Project cost in **EXHIBIT B** of **\$1,717,331** includes the **\$675,157** for Slope Repair.

Preliminary drawings showing the proposed Lower Cost Alternative, are attached, files entitled **Sediment Storage - Proposed Dredging Alternative DWGS** and **Equipment Storage-Proposed Dredging Alternative DWGS**, which show the proposed Scopes of Work.

Public Assistance 406 Mitigation Funding Request, and Scope of Work

The Port proposes that the Public Assistance Program and Policy Guidelines (V3.1), Appendix J, 1.B, enlists the mitigation of the erosion threat to be cost effective, as described below. 100% of the Total Repairs budget for 4432 (**\$799,464**) and 100% of the Total Repairs budget for 4452 (**\$917867**).



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The mitigation funding would be used in part to extend paving from the Sediment Storage access road and work area in the Commercial Area, shown in the drawings with file name **Sediment Storage - Proposed Dredging Alternative DWGS**, southward to the presently unprotected embankments adjacent to the commercial receiving docks and Ice House Inlet, shown in the drawings with file name **Mitigation of Paving to Commercial Embankments DWGs**.

The mitigation funding would also be used in part to extend paving from the Equipment Storage access and work area in the Boatyard, shown in the drawings with file name **Equipment Storage-Proposed Dredging Alternative DWGS**, north and westward to the presently unprotected embankments adjacent to the Boatyard which is the south Basin 2 wall, shown in the drawings with file name **Mitigation of Paving to Boatyard Embankments DWGs**.

The last portion of mitigation funding would be used to protect the wesin part to extend paving from the Equipment Storage access and work area in the Boatyard, shown in the drawings with file name **Equipment Storage-Proposed Dredging Alternative DWGS**, north and westward to the presently unprotected embankments adjacent to the Boatyard which is the west wall of Basin 2, and the most impacted embankment at the Port. This proposed project shown in the drawings with file name **Mitigation of Paving to Basin 2 West Embankment DWGs**.

Although it can be seen that an intended use for this pavement is as an RV area, it is herein underscored that no infrastructure (buildings, water lines, electric service, sewer lines or connections, etc.) are included in this budget. The paving shown will effectively cut off surface stormwater flows, and intercept 85% of the water seeping into permeable soils.

The Need for Proposed Mitigation

It is evident that three recurring factors (1. Existing unstable embankments; 2. High winds and severe winter storms and 3. Increased erosion and sediment migration do to the Chetco wildfires) will continue to degrade and block future Port operations.

The recurrence of these factors is documented by, among other events and repairs, FEMA repairs that have occurred at the Port of Brookings Harbor in the last 10 or 11 years. These recurrences have been presented in the Benefit/Cost Analyses, produced within the framework of Version 6.0.0 of Build 20200819-1933, attached as **EXHIBIT F**. The following analyses the erosion processes occurring along the south and west embankments of Basin 2, and the exposed embankments adjacent to the commercial receiving docks and Ice House Inlet.



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Storm and Erosion Processes

Contributing factors to embankment failure and subsequent sediment accumulation, and associated Port dock damages, are high winds and storm-generated erosion from embankment overtopping (stormwater flows that combine into streams and flow over the top of embankments, scoring and weakening the grade) and pore water (water seeping into permeable landings and, via hydraulic head, breaking through side banks, accelerating embankment erosion. Paving these landings and controlling stormwater flows along the west and south Basin 2 walls, and the Ice House Inlet commercial areas, would provide permanent protection to the Port.

Stormwater Flow Volumes

Rainfall at the Port of Brookings Harbor averages 83.5 inches/year, 2.2 times the national average. Of the 106.2 days in a given year that rain falls at the Port, nearly falls between late September and early to mid-April of each year. An affected landing zone of 50 – 100' in width, borders the Port Basin shorelines. This margin covers a footprint of about 734,500 ft.².

Along that total area about 117.34 acre feet (5,111,473 ft.³) of rain water flows over or infiltrates along the approximately 5800 foot long Port Basin shoreline.

Affected and Relatively Non-affected Embankments

The margin areas along the embankments of the north and east of Basin 1 are paved, and the stormwater in those areas is controlled by catch basin and piping systems. On the west side of Basin 1 is a heavy riprap jetty. A couple hundred feet of the north end of the west Basin 2 landings are also paved and stormwater is similarly managed, as that area is occupied by the US Coast Guard. Much of the landing area approaching the Boatyard on the east side of Basin 2 has been paved and is equipped with stormwater catch basins and piping. The landing area margin above and including the fueling supply and Fuel Dock have recently been paved, and catch basins and piping installed.

This was done because of the recent failure of the Dock Access Pad, which was falling westward into Basin 2, due to the same erosive mechanisms described in this section. The concrete pad was removed, the area above the pad embankment (about 1300 ft²) was paved and two catch basins and connecting underground piping placed.

Most of the approaching landing between the Fuel Dock area and the Boatyard area along the east side of Basin 2 are more gradually sloped and erosion due to stormwater infiltration and overtopping are of much less concern to the Port.

Concerns about accelerated erosion therefore remain at Port Basin shorelines surrounding the Commercial Receiving Dock areas, the Icehouse Inlet and the Basin 2 south and west embankments. Accelerated erosion



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from stormwater overtopping and infiltrating the Commercial Receiving Dock and Icehouse Inlet areas are not directly attributable to the 2019 February and April damages (4432 and 4452), but are caused by the erosive mechanisms described in this section.

Damage Process

Existing riprap has been buried or unraveled, and embankment cave-ins have, as a result of these two back-to-back events, occurred and continue to occur along the approximate 1300 linear feet of exposed embankment along the south and west Basin 2 walls.

The average soil permeability coefficients (using C.I.A. ground surface classifications) of the landings approaching these embankments is about 0.4, and so approximately 40% precipitation on the landings affecting these embankments (about 352.5 ft.³ /linear foot/season) sinks into the ground and joins the high groundwater flows during storm season, found by average piezometric data to be at about 8 foot below ground surfaces.

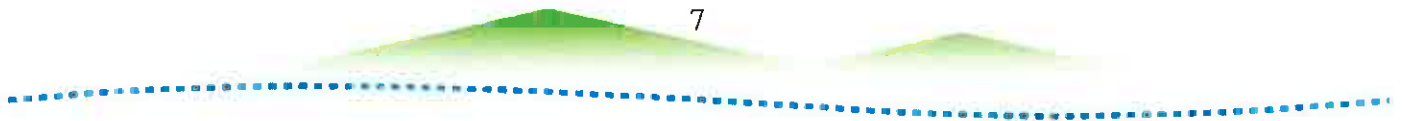
This excess water works its way by pore pressure (8 feet head or greater) at elevations of 8 to 10 feet from top of bank and erodes the base material along these embankments. The remaining 60 percent (about 529 ft.³ /per linear foot/season) overtop the embankment on these unpaved areas, scoring and weakening the embankment structure.

The above would not be enough data to guide remediative design, unless augmented by duration data. This data is available via the Rainfall Intensity-Duration-Recurrence Interval (RDI) Curves (these can be obtained from the ODOT Manual, Appendix A, Zone 1).

There it can be seen that rainfall often occurs in the area with RDI coefficients of 1 for about 60 minutes, and as high as 4 for five minute intervals. Such coefficients, using classical stormwater flow calculations result in 4 to 16 cubic feet per second over the embankments for durations ranging from 5 minutes to an hour. The narrow margin lengths mean that concentration times are nearly instantaneous. This data represents a small winter storm at the Port. Major storms, such as the ones that occurred in April, 2019, last for days, with stormwater flows that range as described. High embankments of non-cohesive soils (sand) that are margined with permeable soils are not well protected against such stormwater flows, often driven by high (60 – 100 mph) winds.

Stormwater Contamination

On a side note, natural, commercial and industrial releases of state and federally regulated hazardous constituents have, via stormwater sampling and laboratory analysis, been found to be carried to measured monitored stormwater outfalls during winter storm events.





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Engineering and Port management investigations have concluded that containment and encapsulation of landings and presently eroding surfaces, and embankment stabilization, as provided by stormwater catch basin/piping and paving, would not only permanently stabilize slopes and harden the Port's infrastructure against overtopping and pore water erosion, but would also provide the added benefit of protecting the public health and environment, including ESA-listed species, from excessive contamination from regulated substances.

All stormwater data reports (DMRs) showing the exceedances are available upon request.

Therefore the proposed mitigation would provide the additional benefit to effectively reduce soil-borne contaminants presently being released into the waters of the US/State.

Sincerely

Jack (John) Akin, MS, PE, IC, HMS, CAI
EMC-Engineers/Scientists, LLC

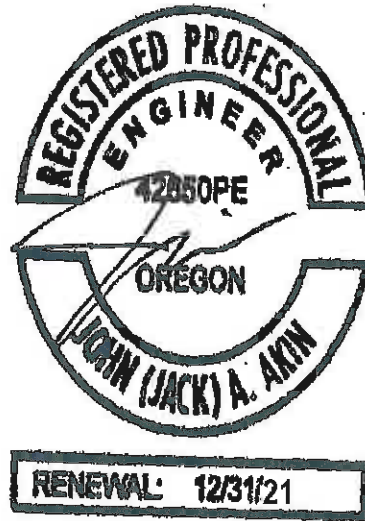


EXHIBIT A - FEMA 4432 AND 4452 REPAIRS

Dredging	Equipment Move/Demobe, and Settling Basin	Trucking and Disposal \$/cy	Hydraulic Dredging, \$/cy	Volume in cy	Pipe Cost/ft SDR 21 HDPE, 3000 ft. \$14/ft	Dredging Cuts
FEMA 4432	190,000	25	16	8,000	42000	560000
FEMA 4452	0	25	16	30,000	0	1230000
TOTAL BUDGET						1790000

Slope Repairs	LS Equipment Move/Demobe	\$/sf Excavation, Erosion Control	\$/cy Move, Mix, Place, Compact	\$/cy Purchase & Deliver Riprap	\$/sf Fabric
All Slopes- #304676	65000	2.25	97	102	0.65
\$/cy Base Rock Purchase, Delivery and Placement	Volume of Base Rock, cy	Area of Erosion Controlled, sf	Volume Soil/cy	Volume Riprap cy	Area Fabric, sf
140	1010	28700	1250	1911	32500
Excavation and Erosion Control Total	Move, Mix and Compact Total	Riprap Purchase and Deliver Total	Riprap Placement Total	Fabric Total	Base Rock Total
64575	121250	194922	66885	21125	141400
					TOTAL BUDGET
					675157

Excavation and Erosion Control Total	Slope Repairs Total	Dredging Total	PROJECT TOTAL
120000	675157	1790000	2465157

EXHIBIT B - FEMA 4432 AND 4452 REPAIRS, Lower Cost Alternative

Dredging	120 HP Electric Dredge, Training, Shipping	Trailer-Mounted Generator, Shipped	3000 ft. 8" Dia. HDPE Pipe, \$4/ft.	Volume in cy	LABOR: per 300 cy/dy, 2600 labor-hrs total reqd, @ \$20/hr	Dredging Costs	
FEMA 4432	230,000	60000	12000	8,000	11200	321,200	
FEMA 4452	0	0	0	30,000	42000	72,000	
Totals						393200	
Access & Work Areas	Coverage, sf	\$/cy Excavation, Grading	\$/sf Subgrade Compaction	\$/cy Mixed Aggregate for Subbase, placed and compacted	\$/Ton Asphalt, Placed	\$/cy Concrete	
Sediment Storage	37250	20	0.5	50	125	130	
Equipment Storage	10750	20	0.5	50	125	130	
\$/Specified Catch Basin, ea	\$/ft Curb & Gutter, Labor	Cut/Fill Volumes, cy	Volume of Sub-base and Base Rock, cy	Volume of Asphalt, Tons, 3" Thick	Length of Curb & Gutter, ft	12" SW Pipe Installed/ft.	
3000	32	3290	1150	745	1911	25	
3000	32	600	332	215	65	25	
SW Pipe Length, ft	No. Catch Basins	SW System Total	Grading Total	Sub-Grade Compaction Total	Aggregate Total	Asphalt Total	
800	4	32000	65800	18625	57485	93125	
100	1	5500	12000	5375	16590	26875	
Curb & Gutter Total	\$/sf Sediment Storage Wall, with footing	Sediment Storage Wall Area (L X 3' H), sf	Sediment Storage Wall Total	16' X 16' X 45' Prefab Equipment Storage Blag, Steel	Engineering & Permitting	Riprap Wall (See EXHIBIT A)	
72629	30	3300	99000	0	39,600	0	
2470	30	0	0	21500	80,400	675157	
Repair of Damaged Sidewalk from West & South Wall Excavations	PROJECTS	TOTAL BUDGET	TOTAL REPAIRS-LOWER COST ALTERNATIVE				1867331
150000	FEMA 4432	949464					
	FEMA 4452	917867					

EXHIBIT C - FEMA 4432/4452 MITIGATION, Assuming Implementation of the Lower Cost Alternative

Access & Work Areas	Coverage, sf	\$/cy Excavation, Grading	\$/sf Subgrade Compaction	\$/cy Mixed Aggregate for Subbase, placed and compacted	\$/Ton Asphalt, Placed	\$/cy Concrete
Commercial Area	101815	20	0.5	50	125	130
Boatyard	93750	20	0.5	50	125	130
Kite Field RV Area	100200	20	0.5	50	125	130
\$/Specified Catch Basin, ea	\$/ft Curb & Gutter, Labor	Cut/Fill Volumes, cy	Volume of Sub-base and Base Rock, cy	Volume of Asphalt, Tons, 3" Thick	Length of Curb & Gutter, ft	12" SW Pipe Installed/ft.
3000	32	12800	3142	2036	1100	25
3000	32	2500	2894	1875	1200	25
3000	32	11333	887	575	1500	25
SW Pipe Length, ft	No. Catch Basins	SW System Total	Grading Total	Sub-Grade Compaction Total	Aggregate Total	Asphalt Total
3200	5	95000	256000	50908	157122	254538
1500	4	49500	50000	46875	144676	234375
1500	4	49500	226660	50100	84367	71875
Curb & Gutter Total	TOTAL BUDGET	PROJECTS	\$ Mitigation			
41807	855374	4432	1110544	TOTAL BUDGET FOR PROPOSED MITIGATION, ADDITIONAL TO TOTAL REPAIRS		
45607	571033	4452	855374			1965918
57009	539511					
TOTAL BUDGET FOR PROPOSED REPAIRS, AND FEDERAL/STATE MITIGATION		3,833,249	HMGP Request	406-4432		406-4452
			98,587	Mitigation	949464	917867
			4452+HMGP	Repair	949464	917867
			1,934,321	TOTAL/Project	1898928	1835734
				TOTAL	3734662	

EXHIBIT D – POWER POINT PRESENTATION

(Videos and Other Sections Removed)

A Feasibility Study Was Done for the Port

IN-HOUSE DREDGING: FEASIBILITY STUDY

By Jack Akin, MS, PE, IC, HMS, AI

For

**Port of Brookings Harbor
Gary Dehlinger, Port Manager
Travis Webster, Harbormaster**

In Summary

This study investigated the feasibility of implementing an in-house maintenance dredging program and operation at the Port, in comparison to other dredging alternatives.

A continuous reduction in the availability of safe moorage due to shoaling is occurring at the Port. In order to focus on solutions that make sense, a number of options have been considered in the Study. Some of these options have been reviewed in the past and have been determined to be too expensive, cumbersome and/or unpredictable.

Barge and scow, hydraulic suction dredging, mechanical, or clamshell dredging; disposing of sediments upland via storage piling on land, beach nourishment, or other out-of-water beneficial or non-beneficial uses, trucking to a more distant disposal area (e.g. landfill or private property), or in-water, including ocean disposal, beach nourishment, flow-lane and tidal/intertidal storage were evaluated via data and experience.

For the purposes of comparison these dredging and disposal options use a volume of 25,000 cubic yards of sediment.

Barge and scow dredging has been found to be both expensive and impractical, primarily due to considerations of navigability and availability. The standard barge may be as large as 200-foot long and 50-foot wide, with a 12-deep scow. Such a barge would be outfitted with appropriate duty spuds for anchoring and stability once it is in the desired location. The spuds on the barge must be of sufficient length allowing it to anchor itself in harbor depth of water. Out of the USACE's most recent abstract of offers for the barge and scow dredging of several port locations nearby, mobilization and demobilization alone, depending upon the selected sediment placement location, varies in the cited bid from \$477,211 to about \$756,250. Dredging/disposal per cubic yard was bid competitively, based on the large total volume of sediment to be dredged for this multi-locational project.

During third quarter 2019, for example, while McAmis, a barge and scow USACE winning subcontractor, was fulfilling their contract with the USACE at Winchester Bay, they accepted an offer from Salmon Harbor Marina to add to their federally contracted work by “piggybacking“ the Marina’s work. A \$21/cubic yard charge was proposed to the Marina, rather than the \$11 or \$12/ cubic yard offered to the USACE as part of the federal project. The Marina would have had to pay hundreds of thousands of dollars to mobilize such equipment for themselves, unless they were able to gain agreement to “piggyback“ as described. The cost to dredge 25,000 cubic yards, if “piggybacking” was available, is therefore estimated at the Port of Brookings Harbor to be \$525,000, and, if “piggybacking” was not available, at best, \$777,000 (\$12/cy + \$477,000 mobe/demobe). However, many areas requiring dredging in Basins 1 and 2 would not be accessible via this equipment.

Hydraulic suction dredging utilizing contracting standard swing-ladder dredges has been seen to be a viable method at the Port, but comes with high mobe/demobe costs, and does not lend itself to in-house maintenance dredging at smaller ports and marinas. Mobe/demobe costs to and from nearby locations have been seen to range from \$40,000 to \$55,000. Dredging costs additional to mobe/demobe have been found to range from \$20 to \$35/cubic yard, if sediment is disposed to nearby in-water or upland locations.

However, without development, no nearby in-water or upland disposal locations are available for the Port, and so the only other alternative is that of ocean disposal.

A number of analytical routines have been done for the Port, including selection of an appropriate pipe diameter (14" OD), determination of the required DR or SDR (17 SDR HDPE), determination of the required weighting, and of the design, construction and spacing of ballast weights, buoyant force, weight of pipe and pipe contents, methods of installation, preparation of land-to-water transition zones and, when required, underwater bedding, assembly of individual lengths of pipe into long continuous lengths, launching of pipeline into water, bending radius at which buckling can be initiated, etc. The higher sediment slurry velocities required in long pipelines to prevent clogging result in higher total dynamic head (TDH).

Combinations of pipe thicknesses necessary to resist the high total dynamic head (TDH) created by slurry traveling through 12,000 foot pipe lines at the recommended velocity are not found to be available for reasonably sized dredges, and so, booster pumping would be required.

Additional to the complexities associated with pumping slurry such long distances are those presented by the challenging task of working with a pipeline placed through river and ocean currents, whether floating or sunken. EMC has estimated designed and provided project engineering for ocean disposal and estimates the cost for such a project (25,000 cubic yards to the ocean disposal location via pipeline) from the Port to be \$980,000.

Disposal Limitations

1. Available ocean disposal location is about 12000 feet from the furthest Port reach.
2. Hydraulic suction dredges small enough to navigate throughout the Port docks would be equipped with pump horsepower not sufficient to pump that distance, without at least one in-line booster pump. Potential pipeline pathways require a combination of land and water routes unfriendly to a successful dredging operation during winter weather.
3. USACE has determined in the past that the Chetco River reach and entrance are not approached with enough river flow energy to deliver flow-lane sediments beyond the federal channel.
4. No nearby in-water storage areas are permitted to be used by the Port.

5. When considering upland storage during a dredging event at the Port, it must be taken into account that any possible storage and de-watering area within the Port limits sediment volumes during a single event to 25,000 cubic yards, and reasonable volumes of 6 – 8000. Therefore, use of a large dredge for upland disposal at the Port would require multiple events and subsequently multiple move/demove costs, rendering this option infeasible.

6. Likewise, to utilize barge and scow for upland storage at the Port would present the Port, in addition to multiple handling of the sediment for placement, the same volume limitations and associated multiple move/demove costs.

So this Study concludes that a low cost, in-house dredging operation would bring many advantages to the Port. Flexibility and rapid response to ongoing mooring challenges would bring a level of internal control not often experienced at small ports in Southern Oregon. During our review of practicable alternatives, we concluded that a smaller and more mobile dredging unit could provide the required navigability, and in-house control, that would be affordable and be more able to provide the Port with long-term maintenance dredging.

It is also concluded that annual maintenance dredging volume requirements at the Port are relatively small, because the major portion of shoaled sediments from Port facilities slough to federally maintained channels, and so a modest maintenance program, on an annual basis, could maintain the Port mooring spaces, and additionally could enable the Port to gradually and affordably reduce its backlog, which has been accumulating over decades.

The above conclusions bring us to the analyses of in-house operational scenarios, utilizing small, maneuverable dredges, and local, perhaps even beneficial sediment disposal options.

EMC in the past has specified portable, centrifugal pump-driven slurry pumps, well fitted for the dredging of dock locations (e.g. Port of Port Orford).

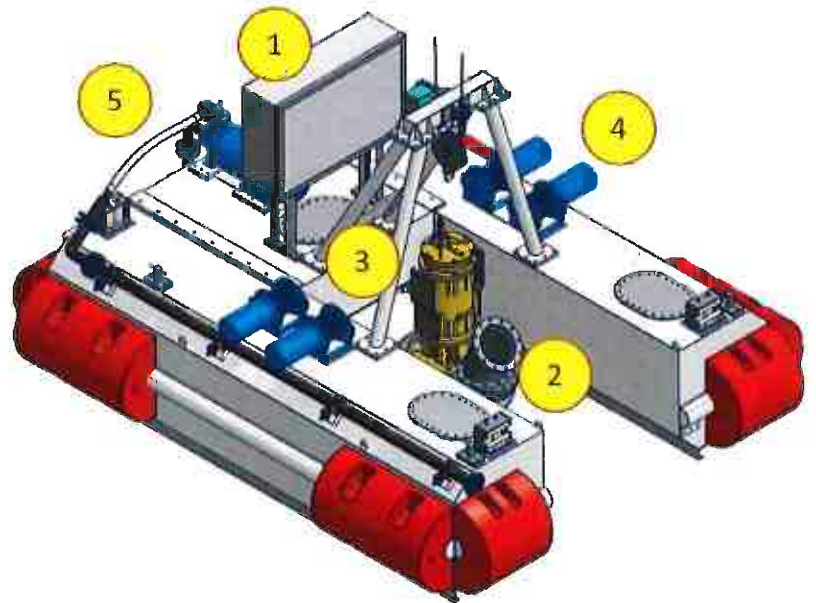
So equipment provided by BPH, Eddy, DragFlow and TOYO Pumps were analyzed and compared.

After considering economic value, equipment design, horsepower, maneuverability, etc., EMC recommends that the Port consider an in-house, small dredge system, utilizing the DragFlow DPR-120 remote controlled dredge, rigged with the EL 1204HH C Model pump system.

Slides and video clips focus on this equipment, its applicability, function and maintenance. We will also briefly review the proposed upland disposal option, permitting requirements and costs associated with this recommended in-house dredging option.

Dredge Details:

1. Control Panel
2. Dredging pump
3. Electric Hoist
4. 4 Winches (45 – 110m)
5. Jet Ring System for breaking the material to be dredged



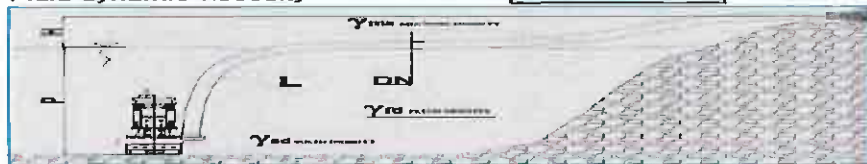
Client: Jack Akin - EMC-Engineers-Scientists, LLC-Oregon-US
 Project: SHM feasibility-

Date: Oct 28, 2020
 Author: Maurice

Mixture Details

Solids concentration in the mixture
 % by volume
 corresponding to % by weight
Solid Particles Dimension
 Particle Median Diameter
 Liquid SG
 Solids SG
 Mixture Specific Gravity
 Fluid dynamic viscosity

	25	%
	40	%
d50 > 15 mm	1	kg/dm ³
Liquid SG	2	kg/dm ³
Solids SG	1.25	kg/dm ³
Mixture Specific Gravity	0.001	Pa s



Application Details

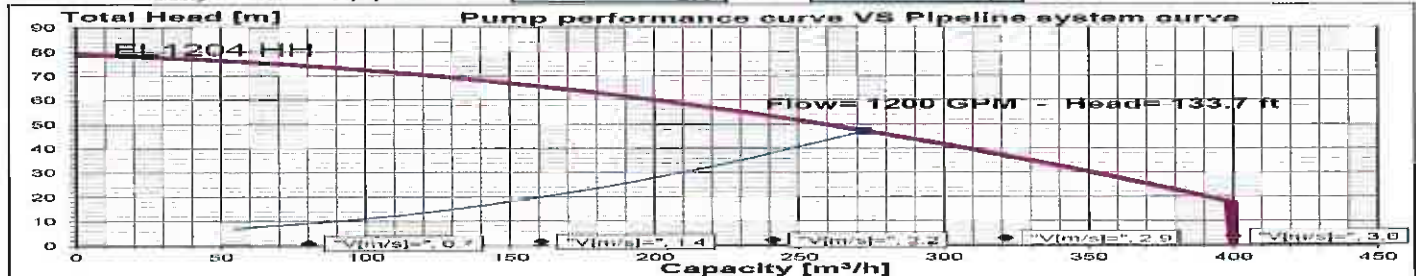
Geodetic Height (Air) = H
 Geodetic Height (Water) = P
 Pipeline Total Length = L
 Pipe Internal Diameter = DN
 Total Mixture Capacity

1.2	m	4	ft
15.2	m	50	ft
914.4	m	3000	ft
198.2	mm	7.803	Inch
273	m ³ /h	1200	GPM

System TDH at set capacity

Friction loss along the pipeline
 Concentrated pressure drops
 Geodetic: [H+(mixSG-liqSG)*P]
 Total Dynamic Head (TDH)
 Mixture velocity inside the pipeline

SLURRY [m]	SLURRY [ft]	REQUIRED POWER
35.3	115.7	100 HP
0.5	1.5	
5.0	16.5	
40.8	133.7	PUMP POWER
2.5	8.0	120 HP



* All the above values come from theoretical calculations. The solid concentration can vary from 10% to 50% pump capacity due

Port of Brookings-Harbor
Calculation Sheet For 6" and 8", SDR 21 Pipeline, 120 hp
 by Jack Akin, MS, PE

Q_{rpm}	1098.00	1200.00	3000.00	1000.00	1720.00	3000.00
C_{hw}	155.00	155.00	155.00	155.00	155.00	155.00
L_n	3000.00	3000.00	3000.00	3000.00	3000.00	3000.00
d_{in}	5.96	5.96	5.96	7.75	7.75	7.75
Q_n^3/s	2.45	2.67	6.68	2.23	3.83	6.68
V_n/s	12.65	13.82	34.55	6.80	11.69	20.39
c_n	5.00E-06	5.00E-06	5.00E-06	5.00E-06	5.00E-06	5.00E-06
v_{50}	1.45E-05	1.45E-05	1.45E-05	1.45E-05	1.45E-05	1.45E-05
R_c	4.34E+05	4.74E+05	1.19E+06	3.04E+05	5.22E+05	9.11E+05
e/D_n	1.01E-05	1.01E-05	1.01E-05	7.74E-06	7.74E-06	7.74E-06
$R_c^{0.9}$	1.18E+05	1.28E+05	2.93E+05	8.59E+04	1.40E+05	2.31E+05
F Log ₁₀ Precalc	-4.29	-4.32	-4.65	-4.16	-4.37	-4.57
Square of Previous	18.41	18.70	21.63	17.32	19.06	20.88
F Approx.	1.36E-02	1.34E-02	1.16E-02	1.44E-02	1.31E-02	1.20E-02
$1/F^{1/2}$	8.58	8.65	9.30	8.32	8.73	9.14
$1/F^{1/2} Calc$	8.56	8.63	9.30	8.30	8.71	9.13
h_{r-dw}	203.79	239.74	1294.87	48.09	129.30	359.02
h_{e-r}	0.00	0.00	0.00	0.00	0.00	0.00
h_{s-r}	0.00	0.00	0.00	0.00	0.00	0.00
h_{v-n}	2.48	2.97	18.54	0.72	2.12	6.46
h_{r-nw}	198.58	234.04	1274.93	46.31	126.31	353.50
TDH-HW	201.06	237.01	1293.47	47.03	128.44	359.96
TDH-DW	206.28	242.70	1313.41	48.81	131.42	365.48
$HP_{brake-HW}$	55.75	71.82	979.90	11.88	55.79	272.70
$HP_{brake-DW}$	57.20	73.55	995.01	12.33	57.08	276.88
Assumed total eff	0.65	0.65	0.65	0.65	0.65	0.65
HP_{HW}	85.77	110.49	1507.54	18.27	85.82	419.54
HP_{DW}	87.99	113.15	1530.78	18.96	87.82	425.97
Yds³/hr. (Production Rate)	32.62	35.65	89.13	29.71	51.10	89.13
10-Hr Days to Move .000 Yds³ = 0.10 Solids³	76.64	70.13	28.05	84.15	48.92	28.05

Port of Brookings-Harbor
Calculation Sheet For 6" and 8", SDR 21 Pipeline, 120 hp
 by Jack Akin, MS, PE

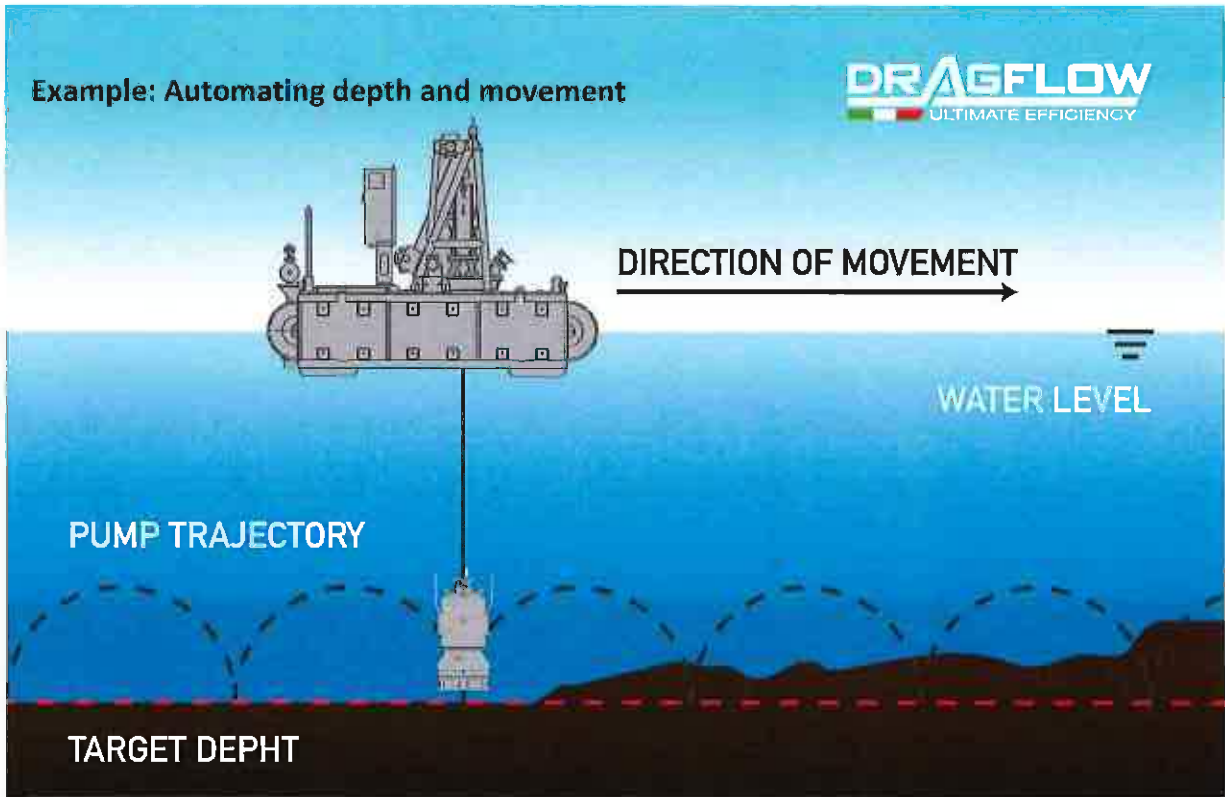
Adjusted $h_{f,HV}$	278.01	327.66	1784.90	64.84	176.84	494.91
Adjusted HP_{inv}^{**}	119.65	154.14	2101.91	25.47	119.59	584.34
Adjusted v_{50}^* (assumes 20% slurry)	1.84E-05	1.84E-05	1.84E-05	1.84E-05	1.84E-05	1.84E-05
Adjusted R_c	3.42E+05	3.73E+05	9.33E+05	2.39E+05	4.11E+05	7.17E+05
Adjusted $R_c^{0.9}$	9.55E+04	1.03E+05	2.36E+05	6.93E+04	1.13E+05	1.86E+05
Adjusted F Log ₁₀ Precalc	-4.20E+00	-4.24E+00	-4.57E+00	-4.07E+00	-4.28E+00	-4.48E+00
Adjusted Square of Previous	17.66	17.94	20.87	16.57	18.29	20.09
Adjusted F Approx.	1.42E-02	1.39E-02	1.20E-02	1.51E-02	1.37E-02	1.24E-02
Adjusted $1/F^{1/2}$	8.40	8.47	9.14	8.14	8.55	8.97
Adjusted $1/F^{1/2}$ Calc	8.38	8.45	9.13	8.12	8.53	8.95
Adjusted TDH_{DW}	217.58	255.93	1380.14	51.73	139.09	386.24
Adjusted HP_{DW}	92.82	119.31	1608.56	20.10	92.94	450.16

Notes

* Production assumes 100% efficiency. The actual production rate and dredging period must be adjusted per project.

** Safe recommended coefficient of 1.4 for various concentrations of slurry when using Hazen Williams.

Example: Automating depth and movement



**EXHIBIT E – Bathymetric Comparison
to Investigate Shoaling Rates**



Grants Pass * Jacksonville * Medford, OR

GP Office: 1867 Williams Hwy., Suite 216, Grants Pass, OR, 97527

Jville Office: 450 Conestoga Dr., Jacksonville, OR, 97530

Ph: 541-474-9434 * Cell: 541-261-9929 * Fax 541-727-5488

emc@emcengineersscientists.com; <http://www.emcengineersscientists.com>

- Engineers/Scientists, LLC

7/10/19

Gary Dehlinger
Manager, Port of Brookings Harbor

7/10/19

Travis
Port of Brookings Harbor Harbormaster

MEMO 7102019-1; 2019 Bathymetric Survey Results

Attached are the key plans and volume calculations that indicate the volumes of sediments that have migrated into the Port of Brookings Harbor basins since shortly after the last major dredging event, which occurred in 2012, and that exists within the Port basins in 2019.

The bathymetric survey used to map out and compare 2013 volume levels with those in 2017 show a total volume increase of 16,683 yd.³. However, the most recently completed bathymetric survey has been mapped out, and its calculated volumes, utilizing the 2017 sediment elevations as its baseline, show a total sediment accumulation of 49,760 yd.³. If a standard averaging were to be used, the shoaling rate for the period between 2017 and 2019 can be estimated at approximately 24,880 yd.³ per year. This shoaling rate, when compared with the normally expected rate of about 4500 yd.³ per year, is dramatic, but not unexpected, based on observations that have been made in 2019.

As observed and previously estimated by EMC, it is believed that nearly all of 40,000 yd.³ has accumulated within the Port basins due to storms and erosion from nearby wild fire residues on stream watersheds to the Port. Nevertheless, even a conservative and weighted value of 24,880 yd.³ is about six times that which should be expected and have previously been observed to have shoaled into the Port basins.

Sincerely

Jack (John) Akin, MS, PE, IC, HMS, CAI
EMC-Engineers/Scientists, LLC



PORT OF BROOKINGS
POST-DREDGING VOLUMES

PRE-DREDGE SURVEY DATA SHOWN SUPPLIED BY
OREGON MARINE BOARD BASIN SURVEY
DATED: SEPTEMBER 15, 2017

AREA 1 - BASIN 1

POST-DREDGE CONTOURS
TYPICAL

AREA 2 - ICE HOUSE

AREA 3
BASIN 2

POST DREDGING
ADDITIONAL VOLUMES

AREA 1	9,597 CU. YDS.
AREA 2	704 CU. YDS.
AREA 3	6,382 CU. YDS.
TOTAL	16,683 CU. YDS.

NOTE: VOLUMES COMPARED
TO FEBRUARY, 2013 SURVEY



KEY PLAN

BROOKINGS HARBOR 1" = 400' +/-

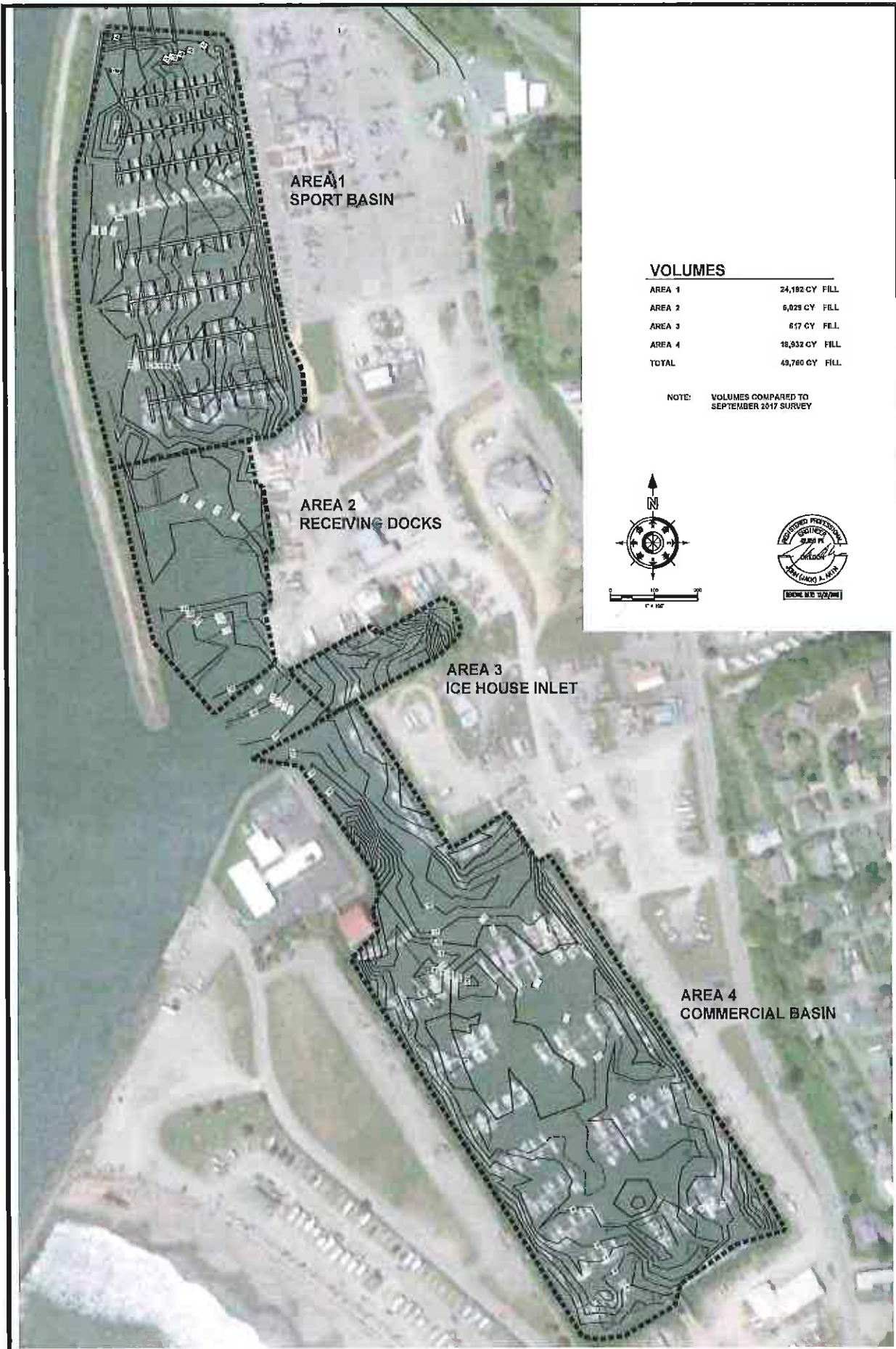
0 200 400 800



09-15-17

SHEET 1 OF 1

164



AREA 1
SPORT BASIN

AREA 2
RECEIVING DOCKS

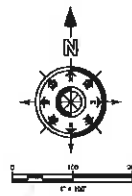
AREA 3
ICE HOUSE INLET

AREA 4
COMMERCIAL BASIN

VOLUMES

AREA 1	24,182 CY FILL
AREA 2	6,028 CY FILL
AREA 3	617 CY FILL
AREA 4	18,332 CY FILL
TOTAL	49,780 CY FILL

NOTE: VOLUMES COMPARED TO SEPTEMBER 2017 SURVEY



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**EXHIBIT F – BCA Produced and
Submitted for HMGP Funding Request**



FEMA

Benefit-Cost Calculator

V.6.0 (Build 20200819.1933)

Benefit-Cost Analysis

Project Name: POBH Embankment Stabilization/Stormwater Protection



Map Marker	Mitigation Title	Property Type	Hazard	Benefits (B)	Costs (C)	BCR (B/C)
1	Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy	●●●	DFA - Severe Storm	\$ 7,446,159	\$ 4,302,140	1.73
2	Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy_copy	●●●	DFA - Severe Storm	\$ 7,446,159	\$ 4,302,140	1.73
TOTAL (SELECTED)				\$ 14,892,318	\$ 8,604,280	1.73
TOTAL				\$ 14,892,318	\$ 8,604,280	1.73

Property Configuration	
Property Title:	Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy
Property Location:	97415, Curry, Oregon
Property Coordinates:	42.05127, -124.26676
Hazard Type:	Severe Storm
Mitigation Action Type:	Other
Property Type:	Other
Analysis Method Type:	Professional Expected Damages

Cost Estimation	
Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy	
Project Useful Life (years):	40
Project Cost:	\$4,258,897
Number of Maintenance Years:	40 Use Default:Yes
Annual Maintenance Cost:	\$14,167

Comments

-

Project Useful Life:

Not all work will last, without repair, for 40 years. Therefore note that for asphalt pavement construction, added ongoing expenses for periodic seal-coating and repair are added under Annual Maintenance Cost. Also, dredging having been done assumes subsequent normal sediment shoaling into the Port annually of 4500 cy. However, a 20% increase has been estimated from recent observations made by the engineer-of-record, which amounts to an additional 900 cy/yr., or 4500 cy/5 yrs. This amount over 40 years is placed under Damages After Mitigation in this BCA.

-

Mitigation Project Cost:

Please see the attached Project Budget Sheets (see attachments C-1, C-2 and C-3). These layout the three subprojects (Parking Lot, Roads & Storage; Boat Yard & Kite Field RV Park), with associated itemized cost estimates, totaling 1,858,897, which is the request from the HMGP (it may be that not enough funding via the HMGP is presently available, and so a PA request is also in process). This workbook contains three calculating sheets, the sheets are named "Parking Lot, Roads and Storage", "Boat Yard" and "Kite Field RV Park". In all three sheets the last column to the right, labeled "4452 HMGP", is that which is applicable to this project. So, for the sub-project "Parking Lot, Roads and Storage", the subtotal is \$546,805. The sub-project subtotal for the "Boat Yard" is \$812,828 The sub-project subtotal for the "Kite Field RV Park" is \$499,265. The total for all three of the sub-projects is \$1,858,897,. This total is added to the previously submitted total for the declared disasters during February (4432-DR-OR) and April (4452-DR-OR) of 2019. Attached FEMA inspections (see attachments E-1a, E-1b & E-1c for background and copies of WO 45060 and WO 47755) were conducted on 9/20/2019. Damage assessment via sequential bathymetric survey and historical photography were submitted to FEMA. As of the date of this Report, the approval process is in ongoing. Further, recent publication and engineering study has identified wildfire-related erosion and sedimentation within the Port basins. Upland layering would be used to beneficially grade surfaces for protective paving. Paving is recommended to 1) stabilize embankment slopes and control erosive stormwater flows, and 2) mitigate issues associated with the environmental threat outlined below. Additionally, stormwater pollutants are found to be posing a threat to the environment,. Recent (1st and 2nd 1/4ly, 2020) ODEQ-required stormwater sampling has shown the release of pollutants being delivered to the waters of the State. To these are added previously applied for 4432 and 4452 funding requests. 4432 requests \$755,000 and 4452 \$1,710,000 for embankment repair and sediment removal. Since that request we have found alternative sediment handling that can reduce, and that beneficially, 4452 costs by \$125,000, that is; from \$1,770,000 to \$1,645,000, and thus the total from \$2,525,000 to \$2,400,000. As a result of declared disasters during February (4432-DR-OR) and April (4452-DR-OR) of 2019 the Port of Brookings Harbor petitioned for assistance via the HMGP. Attached FEMA inspections (WO 45060 and WO 47755) were conducted on 9/20/2019. Damage assessment via sequential bathymetric survey and historical photography were submitted to FEMA. As of the date of this Report, the approval process is in ongoing. The total of all requests would therefore be \$4,258,897 which is the total Project Cost Estimation used for this BCA. Also, referenced within the Project Budget Sheets are preliminary engineered drawings (attached as B-4 and B-5). These are not construction drawings. RE the attached preliminary drawings: These drawings, entitled HMGP-DR-4452, 2020 Improvements, include some master planning, most but not all of which are applicable to this Project. All of these drawings, notes, specifications are adequate for cost estimation and regulatory review, but are preliminary. Construction drawings will follow. The drawing package consists of 21 sheets. Sheet C1.0 is the cover sheet for the packet.

Sheet C1.1 contains applicable General Notes, Grading Notes, etc. Sheet C1.2 contains other Notes and several Sections, all of which are applicable to this Project. Sheet C1.3 is simply an overall plan view of Basin 2. Sheets C2.0, 2.1 and 2.2 contain Notes and ESCP Details that are applicable to this project. Sheet C3.0 is of the Kite field – RV Park, showing 25 concrete pads and vehicle parking for pull-through RV units. This drawing will be revised to accommodate a total of 15, rather than 25 units. Cut and fill volumes as shown on the sheet are still correct. On a preliminary basis. Construction drawings will be more accurate, as they will be based on field surveyed data, rather than the GIS data presently being used. Sheet C4.0 is a preliminary drawing showing the north roads and parking lot, along with dredge sediments cut and fill volumes. The storage buildings on Sheet C4.0, as well as the details on Sheets C4A & C4B, the photos on Sheet C4C do not pertain to this project. The top and profile views of the roads on Sheets C4.1 through C4.6 are preliminary and applicable, but must be revised for construction drawings after professional survey or data is obtained. Sheet C5.0 shows the Boat Yard with planned cut and fill estimates, applicable to this project. Sheet C6.0 provides pre-design cross sections and Notes as specified by the engineer-of-record for wheel stops, curb with taper, conduit trenching, sewer trenching, concrete sidewalk, vertical curbing, curb and gutter, rolled curbing, control Joints, water and joint trenching, driveway guttering, typical clean outs, storm manholes, catch and junction basin details, all of which are applicable to this project. Under the newly obtained ODEQ 1200-Z Industrial Stormwater Permit, the Port completed its first two water sampling events and the laboratory results show considerable exceedances. The 5-14-20 Stormwater Review and Recommendations and POBH SWPCP for reference (see attached D-4a and D-4b) indicate that dirt/gravel roads, gear storage and boat yard facilities contribute to the non-compliant total suspended solids and regulated metals. Needed stormwater control as would be provided via paved surfaces directed to catch basins with Best Management practices.

Annual Maintenance Cost:

Proposed improvements (cut/fill, paving, embankment repair & stabilization) will decrease maintenance requirements. At present unpaved areas and unstable slopes must be routinely, temporarily repaired. Assuming a rigorous sealcoating schedule every three years, annual paved road and parking lot maintenance costs may be conservatively estimated at \$14,167/yr.

Damage Analysis Parameters - Damage Frequency Assessment
 Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy

Year of Analysis Conducted:	2020
Year Property was Built:	1978
Analysis Duration:	43 Use Default:Yes

Professional Expected Damages Before Mitigation
 Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy

Recurrence Interval (years)	OTHER	OPTIONAL DAMAGES			VOLUNTEER COSTS		TOTAL
	Damages (\$)	Category 1 (\$)	Category 2 (\$)	Category 3 (\$)	Number of Volunteers	Number of Days	Damages (\$)
8	2,525,000	0	0	0	0	0	3,550,000
1	95,758	0	0	0	0	0	95,758

Comments

Damages Before Mitigation:

Expected Damages are considered to be the cost of damage repair to restore action areas to their original condition (\$2,525,000). This budget has been submitted to FEMA via DR 4432 and 4452. An 8-yr. recurrence is deemed reasonable because, as noted in the attached Special Districts 2018 POBH NHMP (see attachment F-1, P13, Gen. SW Drainage, and P14, Embankments), degradation due to flood and storm damage is accelerating. Ongoing erosion and structural damage to Port, as seen from repairs required due to storm/flood damages in the last eight (8) years total, not including that caused by the 2011 tsunami, \$4,645,000 (\$120k+\$280k+\$650k+\$3595k), is shown in the Application, Section 3.1.5, Table. Attached engineering reports for these disasters over the last eight years are, respectively, GeoDesign Engineering Report and accompanying Overall Map of Slides; POBH Dock Failure Preliminary Reports-1 and 2; 3-24-17 Sport Basin Boardwalk Memo and, the most recent submitted 4432 and 4452 application; (WO 45060 & WO 47755 attached for the convenience of the reader). Projects not being done at present, that are already in-progress or have already been completed are not included in this BCA, except to support the overall periodicity of severe storm/erosive damages. RE required annual stormwater treatment as a result of newly discovered Port NPDES (1200-Z) non-compliance: Bioretention areas, swales, channels, detention areas, sand filters, gravity separators, dry wells, trenches, stormwater ponds, pavers, porous concrete, rain harvesting, and stormwater wetlands were reviewed. Swales, retention areas, trenches, ponds, harvesting and stormwater wetlands are not feasible due to limited treatment areas and high flows. R-D-I 50 for the Brookings area w/ Tc (3-6 minutes) estimated at 4.0. High intensity storms in the area require a coefficient adjustment of 1.2. The total volume of stormwater produced by the 18 acres area produces 73.34 ft.³/s, or about 32,917 GPM. Estimated stormwater treatment costs/yr, based on previous work reviewed by EMC, to treat to benchmark concentrations is about \$2.91/GPM/season. Attached is the 5-14-20 Stormwater Review and Recommendations, and the POBH SWPCP for reference. (Note: Reviewer can see all attached documents, spreadsheets, drawings citations in the "Attachment Index" Table in the Application.)

Annualized Damages Before Mitigation
Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy

Annualized Recurrence Interval (years)	Damages and Losses (\$)	Annualized Damages and Losses (\$)
1	95,758	510,164
8	3,550,000	443,750
	Sum Damages and Losses (\$)	Sum Annualized Damages and Losses (\$)
	3,645,758	953,914

Professional Expected Damages After Mitigation
Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy

Recurrence Interval (years)	OTHER	OPTIONAL DAMAGES			VOLUNTEER COSTS		TOTAL
	Damages (\$)	Category 1 (\$)	Category 2 (\$)	Category 3 (\$)	Number of Volunteers	Number of Days	Damages (\$)
5	1,282,500	0	0	0	0	0	1,282,500
1	23,500	0	0	0	0	0	23,500

171

Comments

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Damages After Mitigation:

A recent bathymetric survey analyses was performed by the Port showing elevated shoaling rates, attributable to recent wildfires above the Chetco watershed. It is attached, entitled Memo RE Elevated 2017-2019 Shoaling Rates. The narrative examines recent shoaling rates as about six times that of average experienced at the Port. However, this phenomenon can not be predicted via available research. A 20% increase has been estimated from recent observations made by the engineer-of-record, which amounts to an additional 900 cy/yr, or 4500 cy/5 yrs. Therefore the average rate of 4500 cy sediment/yr. is used in this analysis. The dredging estimate of \$57/cy, disposed to EPA-managed ocean unit, is conservatively used. This volume is funded via Port resources. Paving and embankment repair are included in the maintenance cost/yr section of this analysis. Stormwater treatment to obtain acceptable levels will be greatly diminished by separating stormwater from Port soils, but not entirely diminished. Final polishing will likely be required at Gear Storage # 1 and Boat Yard. Filtering is estimated to cost about \$12,750 per outfall/year for the two outfalls.

Annualized Damages After Mitigation
Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy

Annualized Recurrence Interval (years)	Damages and Losses (\$)	Annualized Damages and Losses (\$)
1	23,500	138,884
5	1,282,500	256,500
	Sum Damages and Losses (\$)	Sum Annualized Damages and Losses (\$)
	1,306,000	395,384

Benefits-Costs Summary
Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy

Total Standard Mitigation Benefits:	\$7,446,159
Total Additional Benefits - Social:	\$0
Total Additional Benefits - Ecosystem Services:	\$0
Total Mitigation Project Benefits:	\$7,446,159
Total Mitigation Project Cost:	\$4,302,140
Benefit Cost Ratio - Standard:	1.73
Benefit Cost Ratio - Standard + Additional:	1.73

Property Configuration	
Property Title:	Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy
Property Location:	97415, Curry, Oregon
Property Coordinates:	42.05127, -124.26676
Hazard Type:	Severe Storm
Mitigation Action Type:	Other
Property Type:	Other
Analysis Method Type:	Professional Expected Damages

Cost Estimation	
Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy	
Project Useful Life (years):	40
Project Cost:	\$4,258,897
Number of Maintenance Years:	40 Use Default:Yes
Annual Maintenance Cost:	\$14,167

Comments

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Project Useful Life:

Not all work will last, without repair, for 40 years. Therefore note that for asphalt pavement construction, added ongoing expenses for periodic seal-coating and repair are added under Annual Maintenance Cost. Also, dredging having been done assumes subsequent normal sediment shoaling into the Port annually of 4500 cy. However, a 20% increase has been estimated from recent observations made by the engineer-of-record, which amounts to an additional 900 cy/yr., or 4500 cy/5 yrs. This amount over 40 years is placed under Damages After Mitigation in this BCA.

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Mitigation Project Cost:

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175

Comments

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1	23,500	0	0	0	0	0	23,500		

176

Comments

Damages After Mitigation:

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Annualized Damages After Mitigation

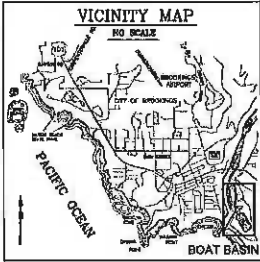
Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy_copy

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Benefits-Costs Summary

Other @ 16330 Lower Harbor Rd, Brookings, Oregon, 97415_copy_copy_copy_copy_copy

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Total Additional Benefits - Ecosystem Services:	\$0
Total Mitigation Project Benefits:	\$7,446,159
Total Mitigation Project Cost:	\$4,302,140
Benefit Cost Ratio - Standard:	1.73
Benefit Cost Ratio - Standard + Additional:	1.73



PORT OF BROOKINGS-HARBOR
2021 CIVIL IMPROVEMENTS

**SEDIMENT STOCKPILE
LOCATION #2**



PROJECT OVERVIEW
SCALE 1"=100'



PORT OF BROOKINGS HARBOR
MAP OF TAX LOTS

NATURAL FEATURES
EXISTING NATURAL RESOURCES OR NATURAL HAZARDS ON THE SUBJECT PROPERTY, INCLUDING WETLANDS, STREAMS, RIPARIAN AREAS, FLOOD PLAINS, OR FLOODWAYS TO BE DETERMINED BY ENGINEER

EXISTING TREE CANOPY
THERE ARE NO EXISTING TREES ON THE SUBJECT PROPERTY

CULTURAL RESOURCES
LOCALLY, OR FEDERALLY DESIGNATED HISTORIC AND/OR CULTURAL RESOURCES ON THE SITE OR ON ADJACENT PARCELS TO BE DETERMINED BY ENGINEER.

PUBLIC SERVICES
PUBLIC UTILITY SERVICES, INCLUDING WATER, SEWER, STORM DRAINAGE, POWER, TELEPHONE, CABLE INTERNET, AND GAS ARE AVAILABLE TO THE SUBJECT PROPERTY.

UTILITY STATEMENT
EXISTING UNDERGROUND UTILITIES ILLUSTRATED IN THESE PLANS ARE APPROXIMATED BASED ON MAPS OBTAINED FROM CURRY COUNTY GIS ELEVATIONS ESTIMATES, OR HAVE BEEN LOCATED BY A UTILITY LOCATE COMPANY. LAYOUT INDICATED IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. ALL LINES WITHIN PROJECTED WORK ZONE SHALL BE FIELD VERIFIED AS REQUIRED PRIOR TO CONSTRUCTION.

PROJECT DESCRIPTION

TITLE: SEDIMENT STOCKPILE
REFERENCE: PB114
LOCATION: HARBOR ST
TAX LOT (S): 2500

DRAWING REGISTER

PB114-C100 COVER SHEET
PB114-C101 GRADING NOTES
PB114-C102 EXISTING CONDITIONS
PB114-C103 PROPOSED SEDIMENT STOCKPILE

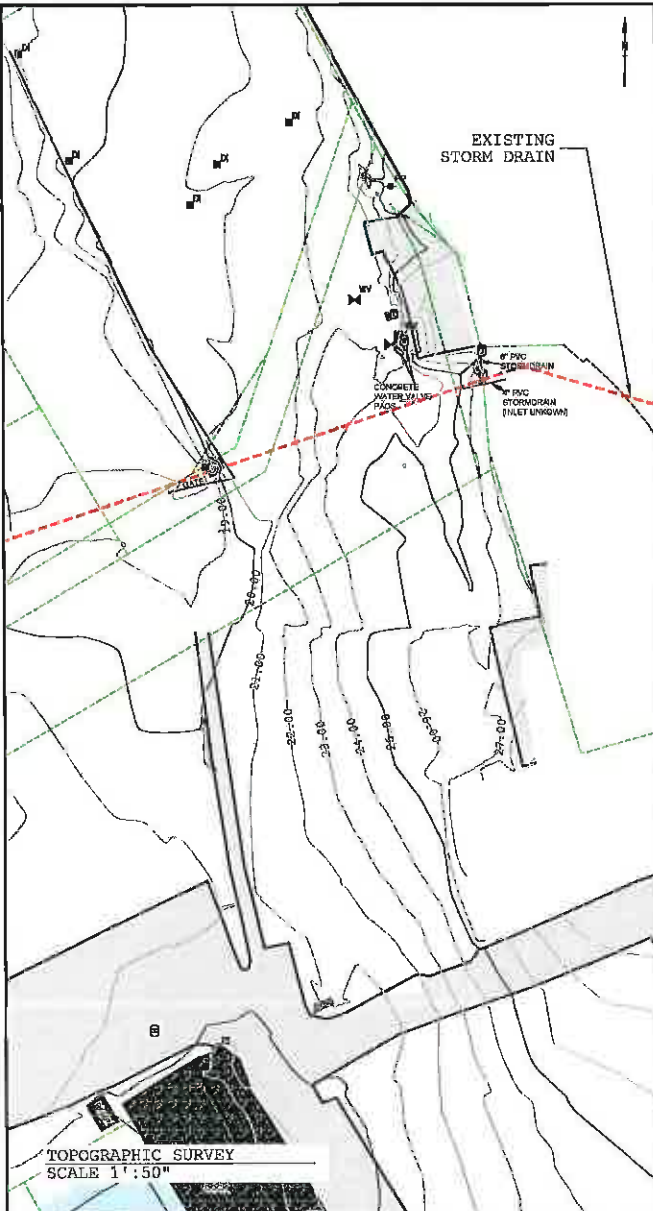
PRELIM GRADING NOTES

1. DEQ 1200-C PERMIT IS REQUIRED.
2. UNLESS DIRECTED OTHERWISE, REMOVE CLEARED AND GRUBBED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED LOCATION.
3. PRIOR TO THE START OF CONSTRUCTION, VERIFY GRADES AT SAWCUT LOCATIONS AND MATCHING OF EXISTING GRADE LOCATIONS.
4. MINIMIZE TRAFFIC ON SOIL AREAS DURING WET WEATHER. IF THE SITE SOILS ARE EXPOSED DURING WET WEATHER, THE USE OF CRUSHED ROCK PLACED AS ENGINEERED FILL IN THE BOTTOM OF THE EXCAVATIONS MAY BE NECESSARY TO PROTECT THE SUBGRADE. TAKE ALL PRECAUTIONS TO LIMIT SURFACE DISTURBANCE AND PROTECT THE SITE GRADING AREA FROM EROSION AND RUNOFF.
5. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOBSITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS AND WORKMANSHIP SHALL BE PERFORMED BY A CERTIFIED TESTER. RESULTS OF THE TESTS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
6. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

LEGEND	
•	ELEVATION
---	SUBGRADE MINOR CONTOUR
---	SUBGRADE MAJOR CONTOUR
---	PARCEL
---	GREYSVILLE
■	CONCRETE PAD
■	GRASS
■	JETTY
■	SHIP WAY
■	PAVED ROAD



ENGINEER
 PREPARED FOR: GUY ZEBO, MAP DESIGNER
PORT OF BROOKINGS
 18230 Lower Harbor Rd., Brookings, OR 97415
 Date: 04/04/2021
 Drawn By: INFRADRAFT
 Sheet No.: C-100
 File No.: PB114



GRADING NOTES

1. PRIOR TO THE CONSTRUCTION OF EMBANKMENTS, THE CONTRACTOR SHALL EXCAVATE UNSUITABLE FOUNDATION MATERIAL. BASEMENTS, TRENCHES AND HOLES ENCOUNTERED WITHIN EMBANKMENT LIMITS SHALL BE FILLED WITH APPROVED MATERIAL. PRIOR TO BACKFILLING THE CONTRACTOR SHALL BREAK CONCRETE FLOORS OF BASEMENTS AS DIRECTED. THE CONTRACTOR SHALL BREAK UP AND ROUGHEN THE GROUND SURFACE BEFORE EMBANKMENTS MATERIAL IS PLACED THE NATURAL GROUND UNDERLYING EMBANKMENTS SHALL BE COMPACTED TO THE DENSITY SPECIFIED FOR THE EMBANKMENT MATERIALS TO BE PLACED, AND TO THE DEPTH OF THE GRUBBING OR A MINIMUM OF 6 INCHES.
2. EMBANKMENT CONSTRUCTION SHALL INCLUDE PREPARATION OF THE AREAS UPON WHICH EMBANKMENTS ARE PLACED, THE PLACEMENT AND COMPACTION OF APPROVED EMBANKMENT MATERIALS AND FILLING OF HOLES, PITS AND OTHER DEPRESSIONS WITHIN THE SUBDIVISION.
3. THE CONTRACTOR SHALL PLACE EMBANKMENTS AND FILLS IN THE HORIZONTAL LAYERS OF 8 INCHES MAXIMUM DEPTH AND COMPACT EACH LAYER TO THE DENSITY SPECIFIED.
4. EMBANKMENT SHALL NOT BE CONSTRUCTED WHEN THE EMBANKMENT MATERIAL OR THE FOUNDATION ON WHICH THE EMBANKMENT WOULD BE PLACED IS FROZEN.
5. IMMEDIATELY PRIOR TO COMPLETION OF THE EARTHWORK, THE CONTRACTOR SHALL CLEAN THE ENTIRE WORK AREA OF DEBRIS AND FOREIGN MATTER.
6. THE MAXIMUM DENSITY OF COMPACTED MATERIAL WILL BE DETERMINED BY AASHTO T-99
7. THE CONTRACTOR SHALL COMPACT ALL EMBANKMENTS, FILLS AND BACKFILLS TO A MINIMUM IN PLACE DENSITY OF 95 PERCENT.
8. THE CONTRACTOR SHALL WATER THE MATERIALS TO PROVIDE OPTIMUM MOISTURE FOR COMPACTION OF EMBANKMENT AND BACKFILLS. EMBANKMENTS OR BACKFILL MATERIALS SHALL NOT BE PLACED IN FINAL POSITION UNTIL MOISTURE IN EXCESS OF OPTIMUM MOISTURE HAS BEEN REMOVED.
9. IF THE SPECIFIED COMPACTION IS NOT OBTAINED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER. THE CONTRACTOR MAY BE REQUIRED TO USE A MODIFIED COMPACTION PROCEDURE OR APPLY ADDITIONAL COMPACTION EFFORT. IF APPROVED MATERIALS MEETING THE SPECIFICATIONS CANNOT BE COMPACTED TO THE REQUIRED DENSITY REGARDLESS OF COMPACTION EFFORT OR METHOD, THE ENGINEER MAY REDUCE THE REQUIRED DENSITY OR DIRECT THE ALTERNATE MATERIALS BE USED. IN NO CASE SHALL EARTHWORK OPERATIONS PROCEED UNTIL THE CONTRACTOR IS ABLE TO COMPACT THE MATERIAL TO THE SATISFACTION OF THE ENGINEER.
10. DEQ 1200-C PERMIT IS NOT REQUIRED.
11. UNLESS DIRECTED OTHERWISE, REMOVE CLEARED AND GRUBBED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED LOCATION.
12. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOBSITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS AND WORKMANSHIP SHALL BE PERFORMED BY A CERTIFIED TESTER. RESULTS OF THE TESTS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
13. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

GEOTECHNICAL NOTE

THE CONTRACTOR SHALL COORDINATE CONSTRUCTION ACTIVITIES WITH THE PROJECT ENGINEER FOR REQUIRED REMEDIATION. THE CONTRACTOR SHALL COORDINATE WITH THE PROJECT ENGINEER FOR REQUIRED SITE OBSERVATIONS AND TESTING OF ALL FILLS.

TOPOGRAPHIC SURVEY
SCALE 1"=50'



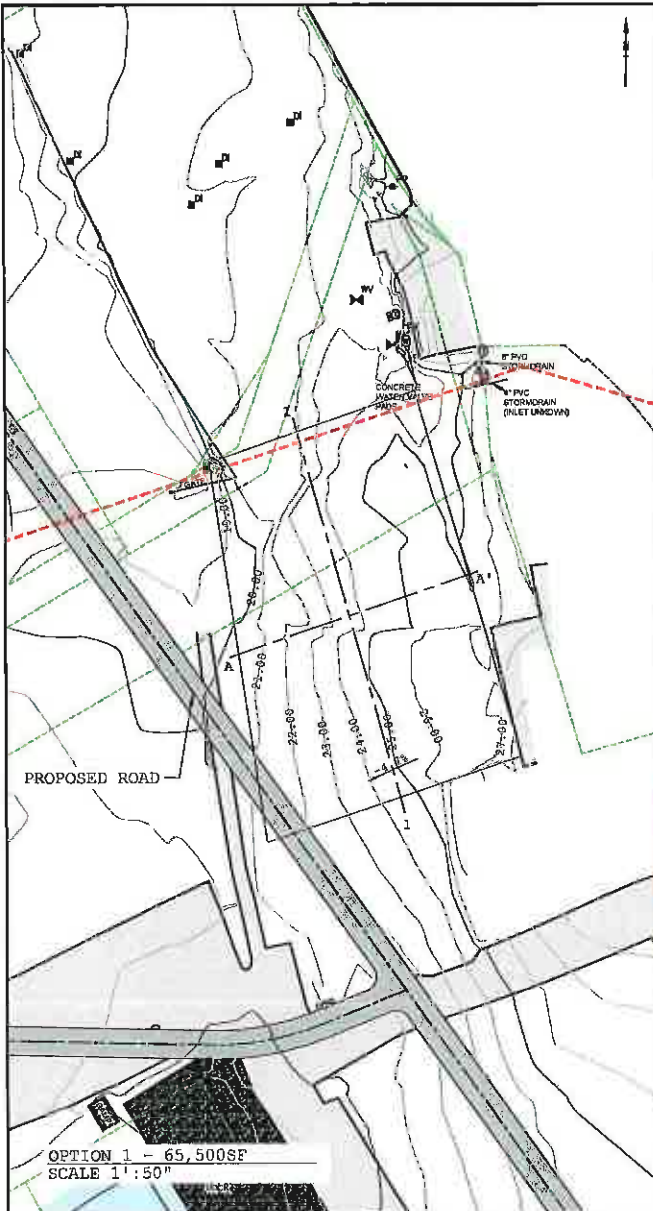
ENGINEER

NO.	DATE	REVISION	DESCRIPTION



PORT OF BROOKINGS
18520 Lower Harbor Rd., Brookings, SD 57016

PREPARED FOR: U.S. ARMY CORPS OF ENGINEERS
 Date: 04/04/2021
 Drawn By: INFRADRAFT
 Sheet No.: C-101
 File No.: PB114

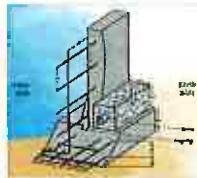
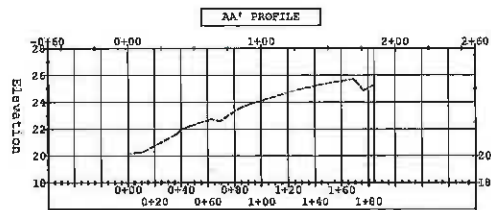
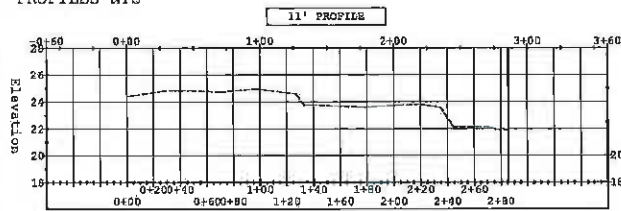


NEW SEDIMENT STORAGE AREA

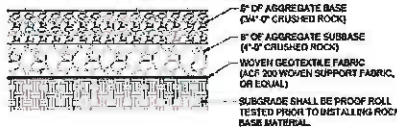
AREA: 45,185SF

APPROX. STORAGE CAPACITY
7,350 cu.yards

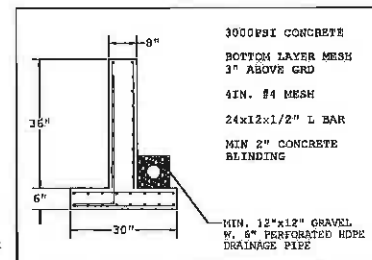
PROFILES NTS



RETAINING WALL
DETAIL NTS



SUB-GRADE
PREPARATION DETAIL



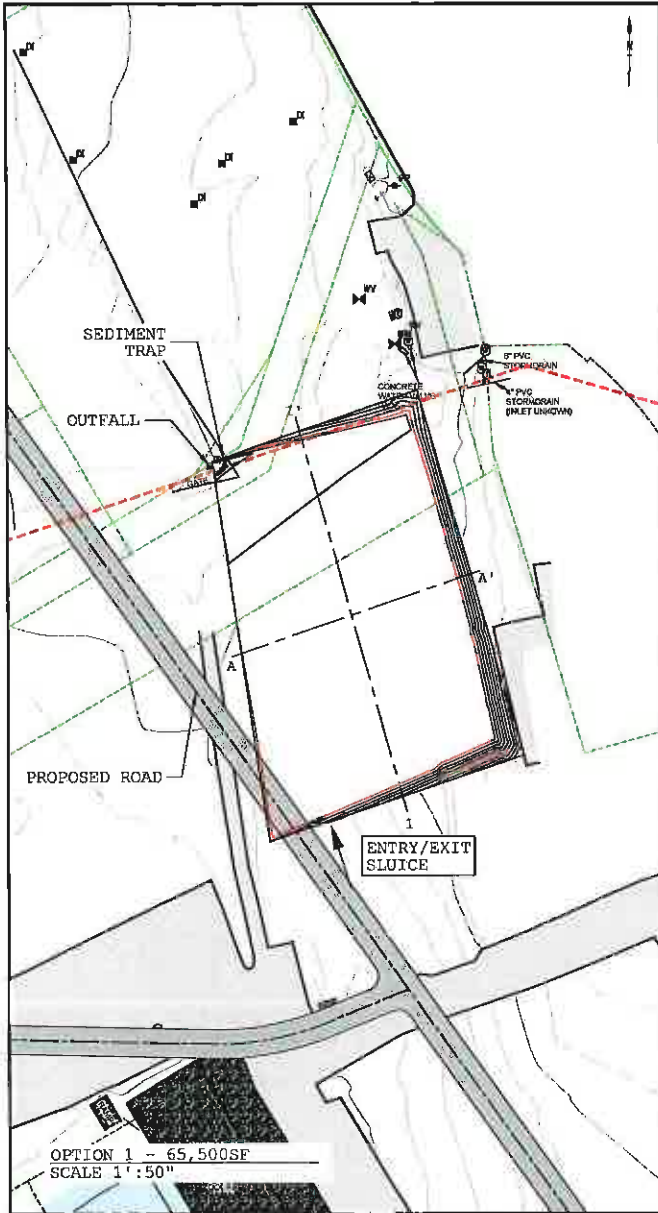
REINFORCED CONCRETE
RETAINING WALL DETAIL

ENGINEER: **EMC**

PORT OF BROOKINGS
16200 Lower Harbor Rd., Brookings, OR 97415

PREPARED FOR: **PORT OF BROOKINGS**
(CITY OF BROOKINGS)

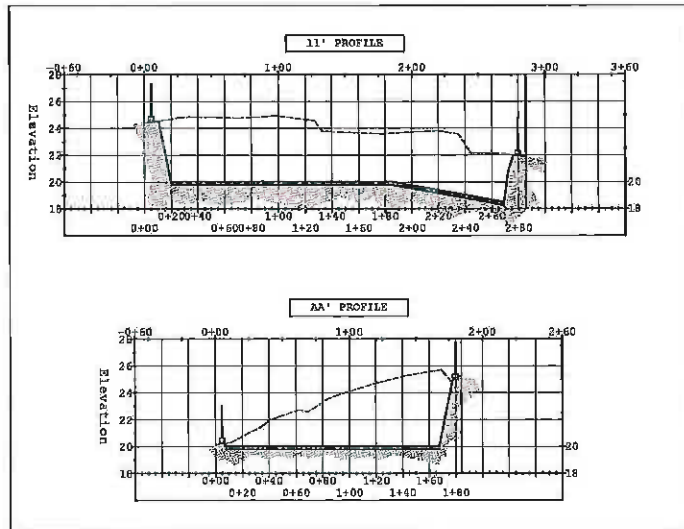
Date: **04/04/2021**
Drawn By: **INFRADRAFT**
Sheet No.: **C-102**
File No.: **PB114**



NEW SEDIMENT STORAGE AREA

LEGEND

- 6" AGGREGATE BASE
- 3/4"-0" CRUSHED ROCK
- 0" AGGREGATE SUBBASE
- 4"-0" CRUSHED ROCK
- WOVEN GEOTEXTILE FABRIC ACF200
- PROOF ROLLED SUBGRADE
- ENGINEERED FILL



SEDIMENT STORAGE GRADING
NTS

OPTION 1 - 65,500SF
SCALE 1" = 50'

ENGINEER: EMC
 CONSULTING ENGINEERS, INC.
 1000 Lower Merion Rd., Brookings, OH 45150
 TEL: 513-333-1100
 FAX: 513-333-1101
 WWW: EMC-CO.COM

PREPARED FOR: **PORT OF BROOKINGS**
 18396 Lower Merion Rd., Brookings, OH 45150

Date: 04/04/2021
 Drawn By: INFRADRAFT
 Sheet No.: C103
 File No.: PB114



PORT OF BROOKINGS-HARBOR
2021 CIVIL IMPROVEMENTS

PROPOSED ROAD

NATURAL FEATURES
EXISTING NATURAL RESOURCES OR NATURAL HAZARDS ON THE SUBJECT PROPERTY, INCLUDING WETLANDS, STREAMS, RIPARIAN AREAS, FLOOD PLAINS, OR FLOODWAYS TO BE DETERMINED BY ENGINEER

EXISTING TREE CANOPY
THERE ARE NO EXISTING TREES ON THE SUBJECT PROPERTY

CULTURAL RESOURCES
LOCALLY, OR FEDERALLY DESIGNATED HISTORIC AND/OR CULTURAL RESOURCES ON THE SITE OR ON ADJACENT PARCELS TO BE DETERMINED BY ENGINEER

PUBLIC SERVICES
PUBLIC UTILITY SERVICES, INCLUDING WATER, SEWER, STORM DRAINAGE, POWER, TELEPHONE, CABLE INTERNET, AND GAS ARE AVAILABLE TO THE SUBJECT PROPERTY.

UTILITY STATEMENT
EXISTING UNDERGROUND UTILITIES ILLUSTRATED IN THESE PLANS ARE APPROXIMATED BASED ON MAPS OBTAINED FROM CURRY COUNTY GIS ELEVATIONS ESTIMATES, OR HAVE BEEN LOCATED BY A UTILITY LOCATE COMPANY. LAYOUT INDICATED IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. ALL LINES WITHIN PROJECTED WORK ZONE SHALL BE FIELD VERIFIED AS REQUIRED PRIOR TO CONSTRUCTION.

PROJECT DESCRIPTION

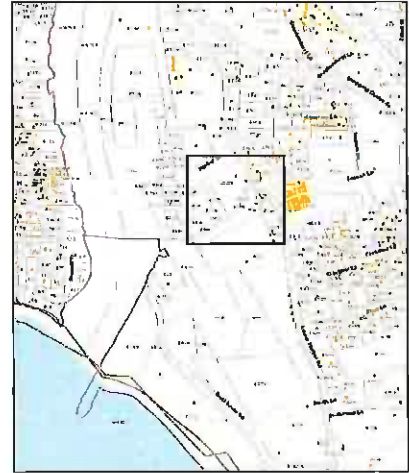
TITLE: PROPOSED ROAD
REFERENCE: 140
LOCATION: HARBOR ST
TAX LOT (S): 2500, 2600, 2700, 2800
2900, 2999, 402

DRAWING REGISTER

140-CV	COVER SHEET
140-C100	NOTES
140-C101	EXISTING CONDITIONS
140-C102	PROPOSED GRADING
140-C103	PROPOSED PAVING
140-C104	PROPOSED DRAINAGE
140-C105	DETAILS
140-C106	DETAILS



PROJECT OVERVIEW
SCALE 1"=200'



PORT OF BROOKINGS HARBOR
MAP OF TAX LOTS

PRELIM GRADING NOTES

1. DEC 1200-C PERMIT IS REQUIRED.
2. UNLESS DIRECTED OTHERWISE, REMOVE CLEARED AND GRUBBED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED LOCATION.
3. PRIOR TO THE START OF CONSTRUCTION, VERIFY GRADES AT SAWCUT LOCATIONS AND MATCHING OF EXISTING GRADE LOCATIONS.
4. MINIMIZE TRAFFIC ON SOIL AREAS DURING WET WEATHER. IF THE SITE SOILS ARE EXPOSED DURING WET WEATHER, THE USE OF CRUSHED ROCK PLACED AS ENGINEERED FILL IN THE BOTTOM OF THE EXCAVATIONS MAY BE NECESSARY TO PROTECT THE SUBGRADE. TAKE ALL PRECAUTIONS TO LIMIT SURFACE DISTURBANCE AND PROTECT THE SITE GRADING AREA FROM EROSION AND RUNOFF.
5. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOBSITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS AND WORKMANSHIP SHALL BE PERFORMED BY A CERTIFIED TESTER. RESULTS OF THE TESTS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
6. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

LEGEND

•	ELEVATION
---	SUBGRADE MINOR CONTOUR
---	SUBGRADE MAJOR CONTOUR
---	PARCEL
---	GEOTEXTILE
---	CONCRETE PAD
---	GRASS
---	JETTY
---	CLIP WAY
---	PAVED ROAD



ENGINEER: **EMC**
 PREPARED FOR: **PORT OF BROOKINGS**
 16530 Lower Harbor Rd, Brookings, OR 97515
 Date: **04/04/2021**
 Drawn By: **INFRADRAFT**
 Sheet No.: **CV**
 File No.: **140**

GRADING NOTES

1. PRIOR TO THE CONSTRUCTION OF EMBANKMENTS, THE CONTRACTOR SHALL EXCAVATE UNSUITABLE FOUNDATION MATERIAL, BASEMENTS, TRENCHES AND HOLES ENCOUNTERED WITHIN EMBANKMENT LIMITS SHALL BE FILLED WITH APPROVED MATERIAL. PRIOR TO BACKFILLING THE CONTRACTOR SHALL BREAK CONCRETE FLOORS OF BASEMENTS AS DIRECTED. THE CONTRACTOR SHALL BREAK UP AND ROUGHEN THE GROUND SURFACE BEFORE EMBANKMENTS MATERIAL IS PLACED THE NATURAL GROUND UNDERLYING EMBANKMENTS SHALL BE COMPACTED TO THE DENSITY SPECIFIED FOR THE EMBANKMENT MATERIALS TO BE PLACED, AND TO THE DEPTH OF THE GRUBBING OR A MINIMUM OF 6 INCHES.
2. EMBANKMENT CONSTRUCTION SHALL INCLUDE PREPARATION OF THE AREAS UPON WHICH EMBANKMENTS ARE PLACED, THE PLACEMENT AND COMPACTION OF APPROVED EMBANKMENT MATERIALS AND FILLING OF HOLES, PITS AND OTHER DEPRESSIONS WITHIN THE SUBDIVISION.
3. THE CONTRACTOR SHALL PLACE EMBANKMENTS AND FILLS IN THE HORIZONTAL LAYERS OF 8 INCHES MAXIMUM DEPTH AND COMPACT EACH LAYER TO THE DENSITY SPECIFIED.
4. EMBANKMENT SHALL NOT BE CONSTRUCTED WHEN THE EMBANKMENT MATERIAL OR THE FOUNDATION ON WHICH THE EMBANKMENT WOULD BE PLACED IS FROZEN.
5. IMMEDIATELY PRIOR TO COMPLETION OF THE EARTHWORK, THE CONTRACTOR SHALL CLEAN THE ENTIRE WORK AREA OF DEBRIS AND FOREIGN MATTER.
6. THE MAXIMUM DENSITY OF COMPACTED MATERIAL WILL BE DETERMINED BY AASHTO T-99
7. THE CONTRACTOR SHALL COMPACT ALL EMBANKMENTS, FILLS AND BACKFILLS TO A MINIMUM IN PLACE DENSITY OF 95 PERCENT.
8. THE CONTRACTOR SHALL WATER THE MATERIALS TO PROVIDE OPTIMUM MOISTURE FOR COMPACTION OF EMBANKMENT AND BACKFILLS. EMBANKMENTS OR BACKFILL MATERIALS SHALL NOT BE PLACED IN FINAL POSITION UNTIL MOISTURE IN EXCESS OF OPTIMUM MOISTURE HAS BEEN REMOVED.
9. IF THE SPECIFIED COMPACTION IS NOT OBTAINED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER. THE CONTRACTOR MAY BE REQUIRED TO USE A MODIFIED COMPACTION PROCEDURE OR APPLY ADDITIONAL COMPACTION EFFORT. IF APPROVED MATERIALS MEETING THE SPECIFICATIONS CANNOT BE COMPACTED TO THE REQUIRED DENSITY REGARDLESS OF COMPACTION EFFORT OR METHOD, THE ENGINEER MAY REDUCE THE REQUIRED DENSITY OR DIRECT THE ALTERNATE MATERIALS BE USED. IN NO CASE SHALL EARTHWORK OPERATIONS PROCEED UNTIL THE CONTRACTOR IS ABLE TO COMPACT THE MATERIAL TO THE SATISFACTION OF THE ENGINEER.
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13. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

GEOTECHNICAL NOTE

THE CONTRACTOR SHALL COORDINATE CONSTRUCTION ACTIVITIES WITH THE PROJECT ENGINEER FOR REQUIRED REMEDIATION. THE CONTRACTOR SHALL COORDINATE WITH THE PROJECT ENGINEER FOR REQUIRED SITE OBSERVATIONS AND TESTING OF ALL FILLS.

GENERAL NOTES
NO SCALE





PORT OF BROOKINGS
15250 Lower Harbor Rd, Brookings, OR 97415

PREPARED FOR

C-17 3000, MAP 3000(2007)

DATE

04/04/2021

Drawn By

INFRADRAFT

Sheet No.

C-100

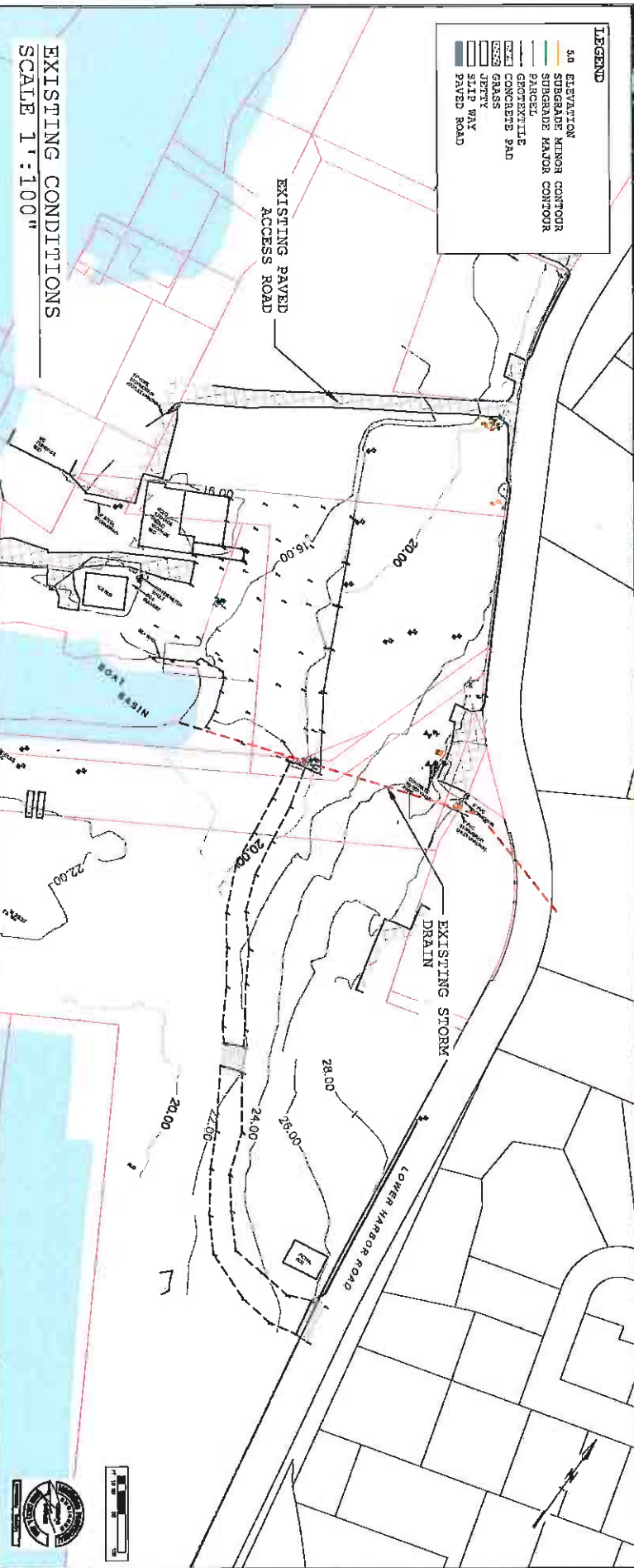
File No.

140





- LEGEND**
- 3.0 ELEVATION
 - SUBGRADE MINOR CONTOUR
 - SUBGRADE MAJOR CONTOUR
 - PARCEL
 - PROPOSED
 - EXISTING
 - CONCRETE PAD
 - SEED CONC
 - SEED ASP
 - PAVED ROAD



EXISTING CONDITIONS
SCALE 1" = 100'



PREPARED FOR: (LOT 2900, MAP '36052208')
PORT OF BROOKINGS
 16330 Lower Harbor Rd, Brookings, OR 97415

DATE: 04/04/2021
 DRAWN BY: INFRADRAFT
 SHEET NO.: C-101
 FIG. NO.: 140

NO.	DATE	REVISION	BY

ENGINEER: **EMC**

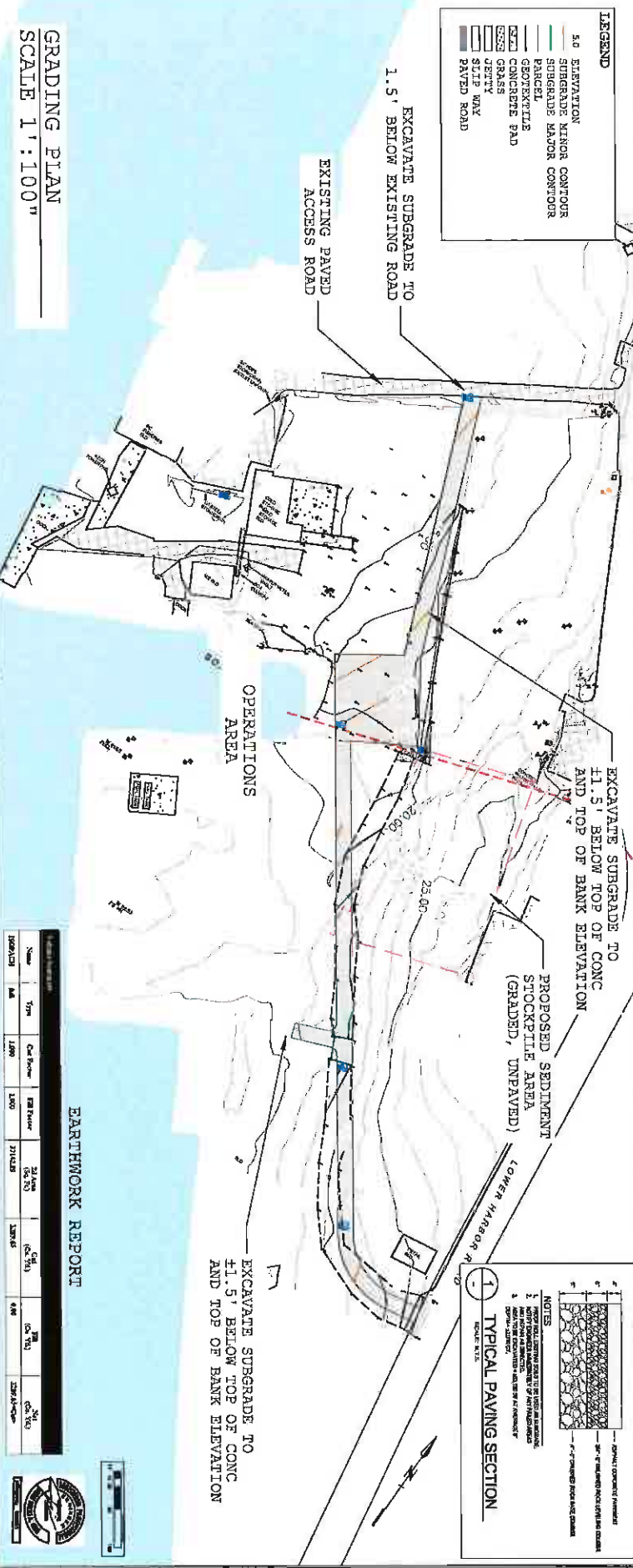
184

EMC ENGINEERS & ARCHITECTS, L.L.C.
 61200th Street, Brookings, OR 97415
 541-338-4444



LEGEND

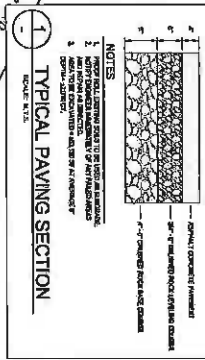
- 5.0 ELEVATION
- SUBGRADE MINOR CONTOUR
- SUBGRADE MAJOR CONTOUR
- RANGE
- GEOTEKSTILE
- CONCRETE PAD
- SEED
- GRASS
- STEEPS
- PAVED ROAD



GRADING PLAN
SCALE 1" = 100'

EARTHWORK REPORT

NO.	DATE	BY	REVISION



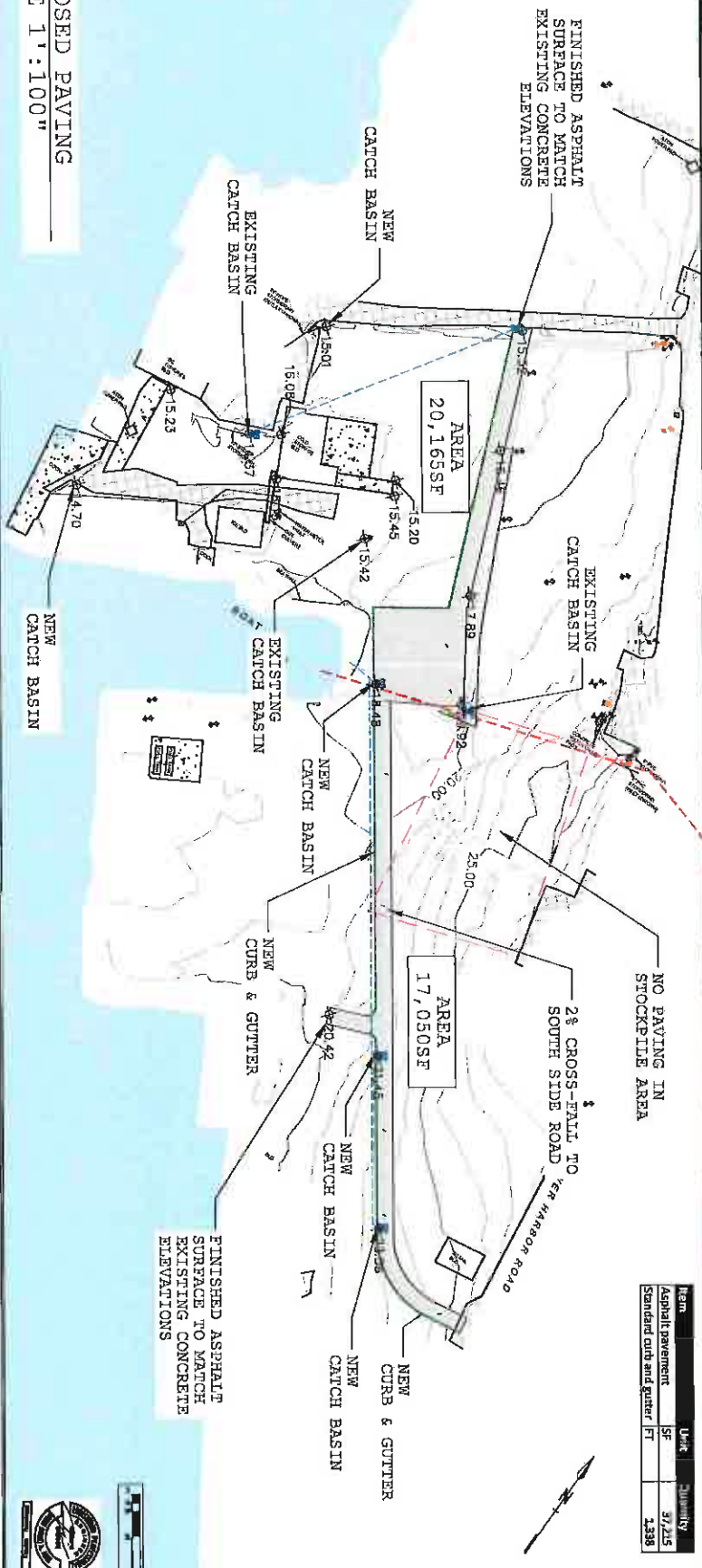
DATE: 04/04/2021
 DRAWN BY: INFRADRAFT
 SHEET NO.: C-102
 FILE NO.: 140

PREPARED FOR: (LOT 2900, MAP '36052208')
PORT OF BROOKINGS
 16330 Lower Harbor Rd, Brookings, OR 97415

NO.	DATE	REVISION	BY

ENGINEER: **EMC** **185**
 Engineers/Scientists, LLC

PROPOSED PAVING
SCALE 1" = 100'



Item	Units	Quantity
Asphalt pavement	SF	37,215
Standard curb and gutter	FT	2,398



Date: 04/04/2021
 Drawn By: INFRADRAFT
 Sheet No.: C-103
 Pld No.: 140

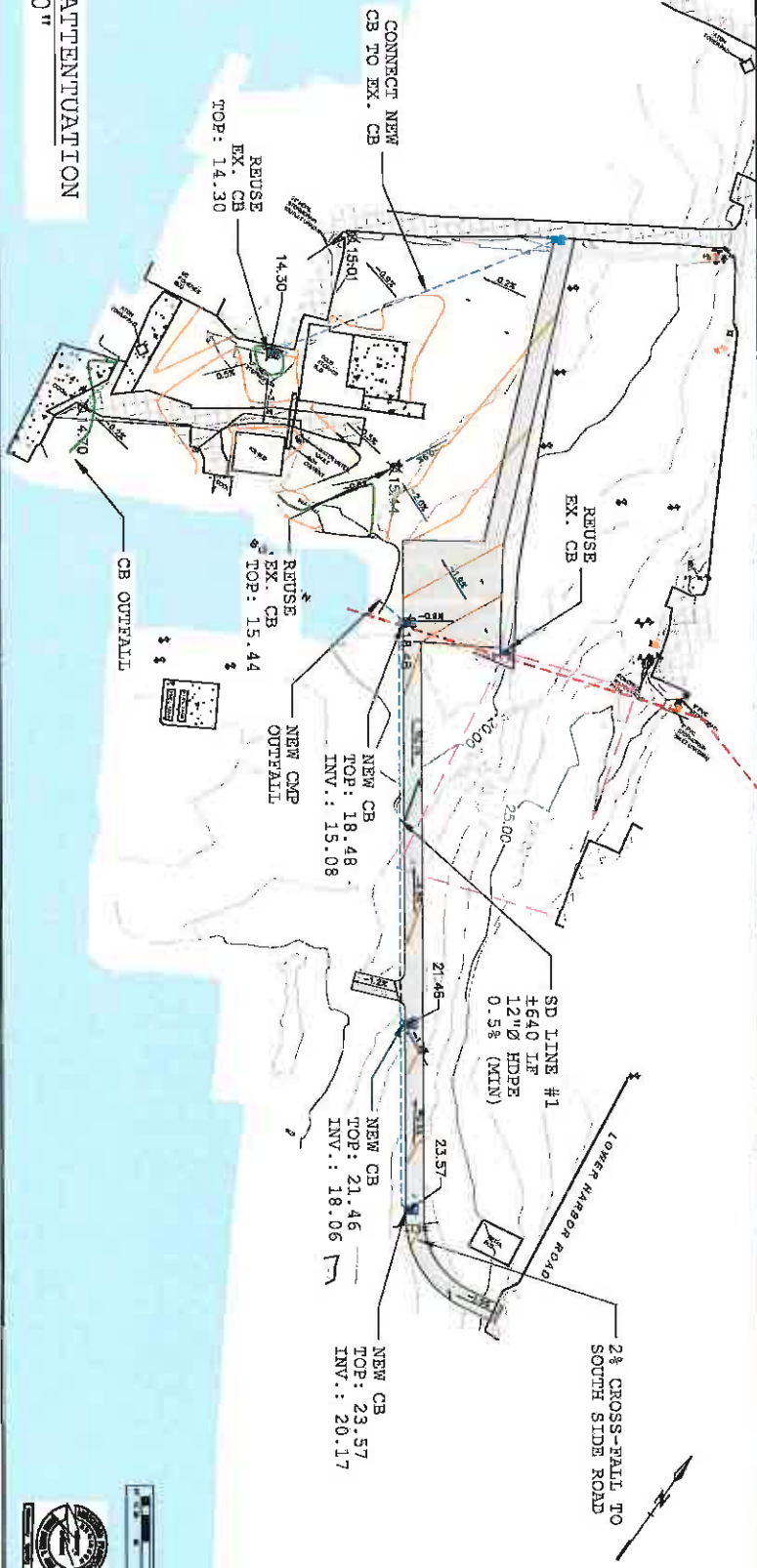
PREPARED FOR: (LOT 2800, MAP '36052205')
PORT OF BROOKINGS
 15330 Lower Harbor Rd, Brookings, OR 97415



ENGINEER: **EMC** 186
 Engineers/Scientists, LLC

No.	DATE	REVISION	BY

STORMWATER ATTENUATION
SCALE 1" = 100'



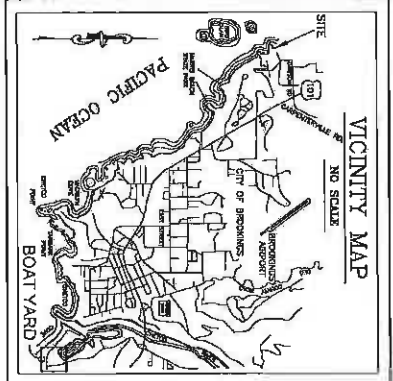
PREPARED FOR: (LOT 2900, MAP '360522DB')
PORT OF BROOKINGS
16390 Lower Harbor Rd, Brookings, OR 97415



ENGINEER:
EMC
187
Engineers/Scientists, LLC

Date: 04/04/2021
Drawn by: INFRADRAFT
Sheet No.: C-104
File No.: 140

No.	DATE	REVISION	BY



GRADING NOTES

1. PROJECT TO BE CONSTRUCTION OF PAVEMENTING THE EXISTING BOAT YARD AREA. EXISTING GRADE SHALL BE FIELD TO BE MAINTAINED UNLESS OTHERWISE NOTED. CONTRACTOR SHALL VERIFY AND RECORD THE EXISTING GRADE. CONTRACTOR SHALL VERIFY AND RECORD THE EXISTING GRADE. CONTRACTOR SHALL VERIFY AND RECORD THE EXISTING GRADE. CONTRACTOR SHALL VERIFY AND RECORD THE EXISTING GRADE.
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20. EXISTING GRADE SHALL BE MAINTAINED UNLESS OTHERWISE NOTED.

GEO TECHNICAL NOTE

THE CONTRACTOR SHALL COORDINATE CONSTRUCTION ACTIVITIES WITH THE PROJECT MANAGER FOR RECORD DRAWINGS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL UTILITIES.

SHEET INDEX

- C1.0 COVER SHEET
- C2.1 COVER SHEET
- C2.2 COVER SHEET
- C2.3 COVER SHEET
- C2.4 COVER SHEET
- C2.5 COVER SHEET
- C2.6 COVER SHEET
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- C2.100 COVER SHEET

		<p>Grants Pass • Jacksonville • Medford, OR 400 Oregon Street, Suite 210, Grants Pass, OR 97527 Phone: 531-924-9424 • Fax: 531-924-9425 • Email: info@emc-engineers.com Website: www.emc-engineers.com</p>	<p>REVISIONS</p> <table border="1"> <tr><th>NO.</th><th>DATE</th><th>DESCRIPTION</th></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>	NO.	DATE	DESCRIPTION												
			NO.	DATE	DESCRIPTION													
<p>PORT OF BROOKINGS HARBOR 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415 BOAT YARD PAVING</p>	<p>PROJ. NO. 1921/20</p>	<p>DATE: 11 MAY 2021 DRAWN BY: JG CHECKED BY: JG SHEET NO. 1</p>	<p>188</p>															
<p>C1.0 COVER SHEET</p>	<p>EMC ENGINEERS/SCIENTISTS, LLC</p>	<p>EMC ENGINEERS/SCIENTISTS, LLC 400 OREGON STREET, SUITE 210, GRANTS PASS, OR 97527 PHONE: 531-924-9424 • FAX: 531-924-9425 • EMAIL: INFO@EMC-ENGINEERS.COM WEBSITE: WWW.EMC-ENGINEERS.COM</p>	<p>188</p>															



SURVEY BY
 TRIMBLE SYSTEMS/LEASING/ENGINEERING
 PROVISIONS OF SURVEY
 DATE: 11/12/2011

HORIZONTAL DATUM
 PORT OF BROOKINGS BOAT YARD PAVING
 PROVISIONS OF SURVEY
 DATE: 11/12/2011

VERTICAL DATUM
 PORT OF BROOKINGS BOAT YARD PAVING
 PROVISIONS OF SURVEY
 DATE: 11/12/2011



EXISTING CONDITIONS
 SCALE: 1" = 30' (200x)



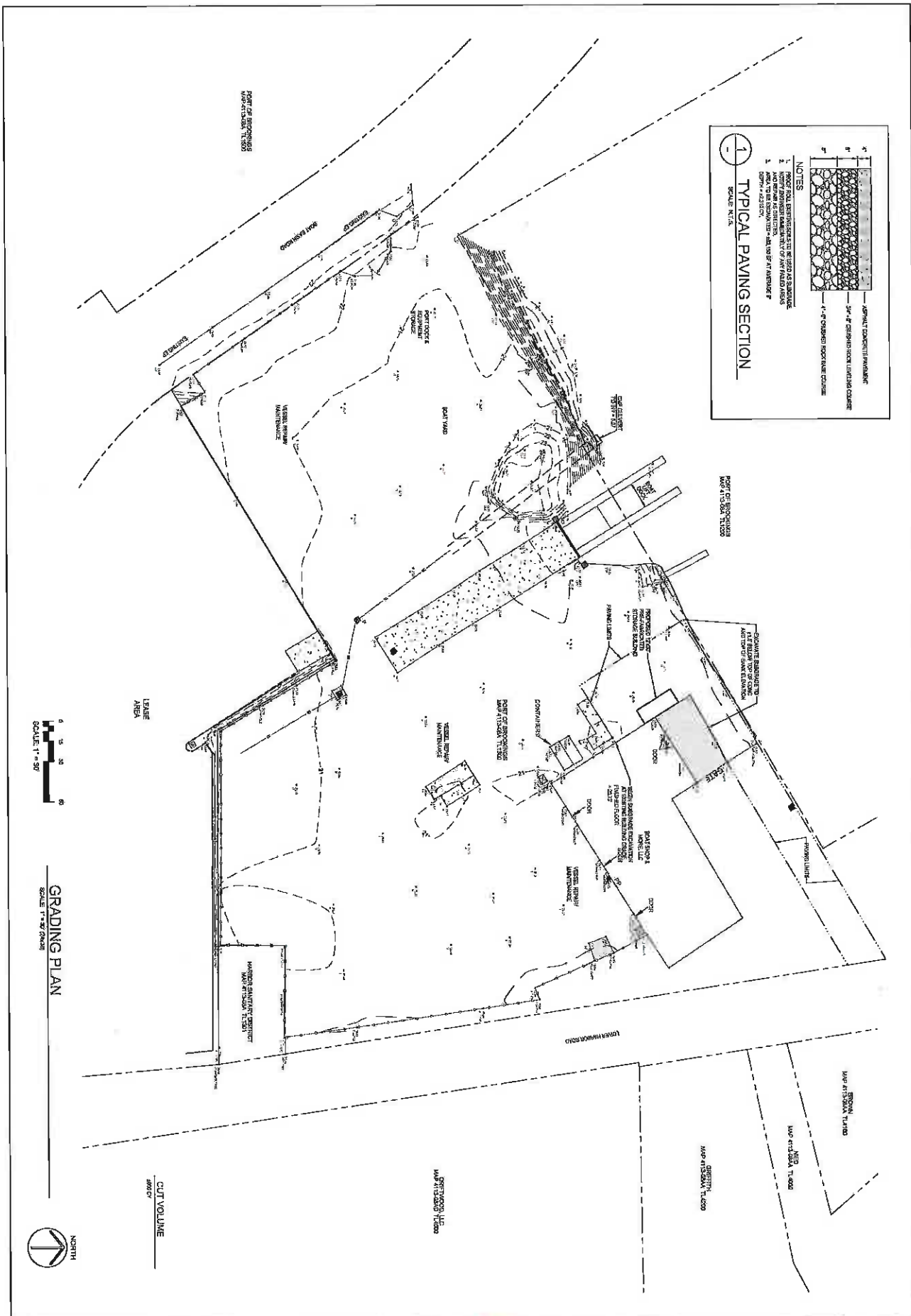
SHEET NO.	C2.0	DATE: 11 MAY 2011	JOB NO.	DESIGNED BY: JD
				DRAWN BY: JD
EXISTING CONDITIONS				

PORT OF BROOKINGS HARBOR
 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97416
BOAT YARD PAVING



Crain's Pass • Jacksonville • Modford, OR
 429 Office: 503-753-9999 • Suite 316, Crain's Pass, OR 97127
 429 Office: 503-753-9999 • Suite 316, Crain's Pass, OR 97127
 Fax: 503-753-9999 • Cell: 503-753-9999 • Email: info@emc-science.com

NO. 10/18/2008	REV.



1
TYPICAL PAVING SECTION
SCALE: N.T.S.

NOTES

1. PAVING SHALL BE PERFORMED IN 6\"/>
- 2. ALL PAVING SHALL BE PERFORMED IN ACCORDANCE WITH THE PORT OF BROOKINGS HARBOR SPECIFICATIONS FOR PAVING.
- 3. PAVING SHALL BE PERFORMED IN ACCORDANCE WITH THE PORT OF BROOKINGS HARBOR SPECIFICATIONS FOR PAVING.



GRADING PLAN
SCALE: 1\"/>

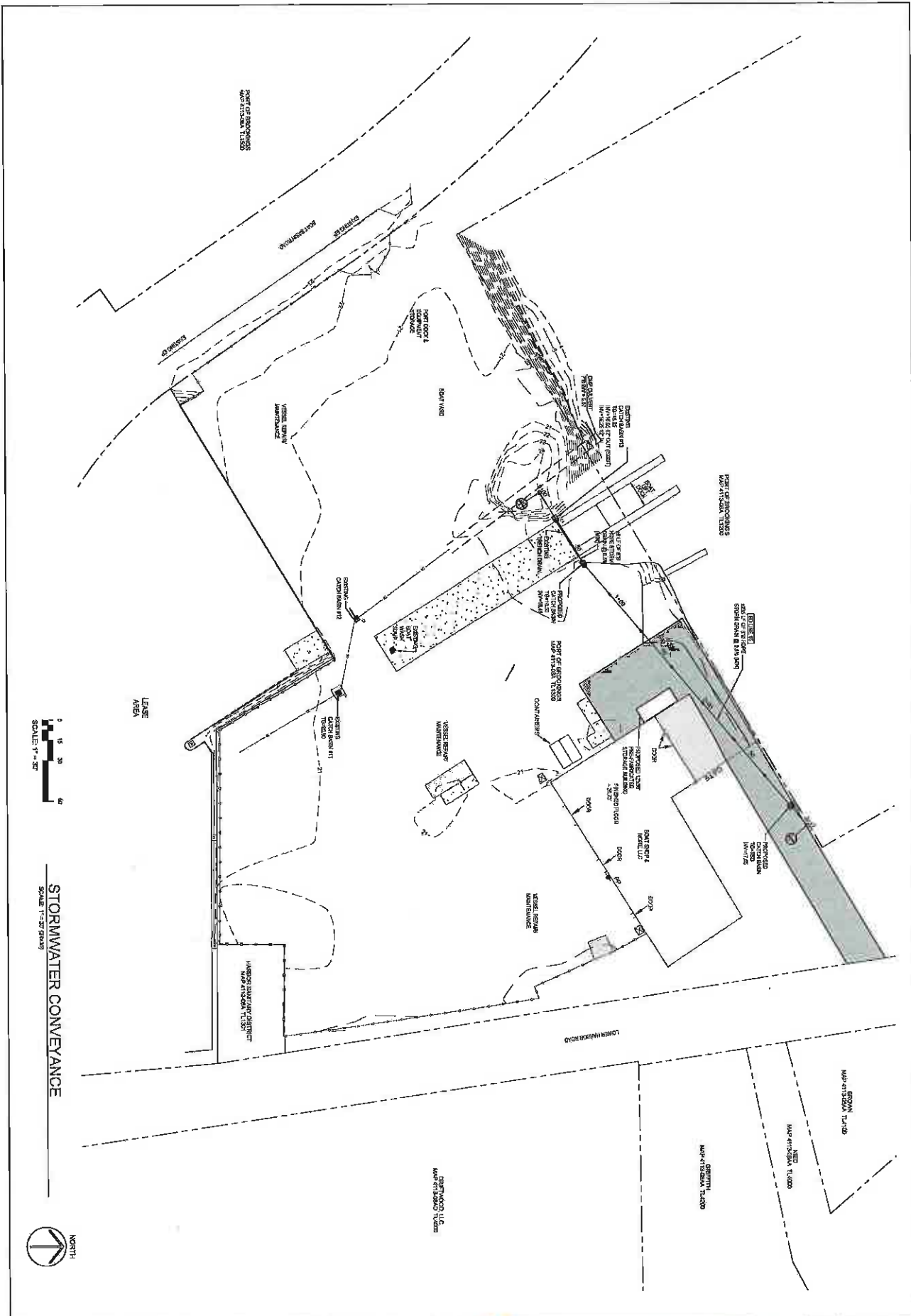


PORT OF BROOKINGS HARBOR
16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
BOAT YARD PAVING

EMC
Engineers/Scientists, LLC

Grants Pass • Jacksonville • Medford, OR
675 Office Street, Grants Pass, OR 97526
2100 Highway 66, Jacksonville, OR 97531
1000 Highway 242, Medford, OR 97504
Tel: 541-253-9004 • Fax: 541-253-9720 • 541-253-9720
http://www.emc-engineers.com

PROJECT NO.	16330
SHEET NO.	2.1
DATE	11 MAY 2021
DRAWN BY	JG
CHECKED BY	
APPROVED BY	
DATE	

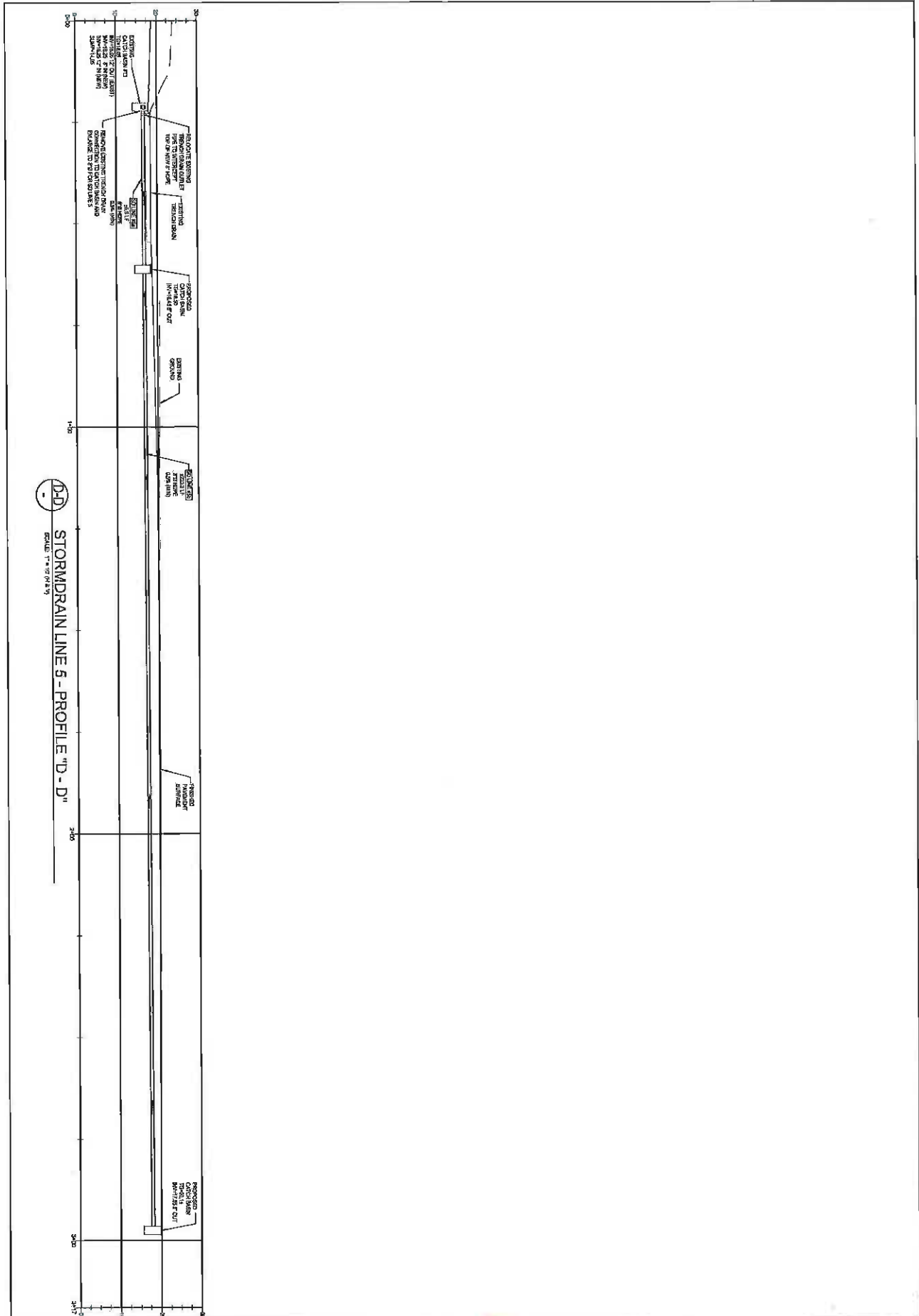


SCALE 1" = 30' (GRAPH)

STORMWATER CONVEYANCE



PORT OF BROOKINGS HARBOR 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415 BOAT YARD PAVING			Grants Pass • Jacksonville • Medford, OR OFF OFFICE: 541-852-1800 • FAX: 541-852-1800 1000 N. Oregon Ave. Corvallis, OR 97331 • 541-426-4700 1000 N. Oregon Ave. Corvallis, OR 97331 • 541-426-4700 www.emcsc.com	<table border="1"> <tr> <th>NO.</th> <th>REVISION</th> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </table>	NO.	REVISION				
			NO.	REVISION						
DRAWN BY: JS DATE: 11 MAY 2003 SHEET NO.: # C4.0 STORMWATER CONVEYANCE	ENGINEERS/SCIENTISTS, LLC 1000 N. OREGON AVE. CORVALLIS, OR 97331	193								

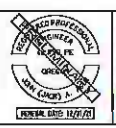


D-D
SCALE: 1" = 10'-0"

STORM DRAIN LINE 6 - PROFILE "D - D"

DRAIN BY: JD DATE: 11 MAY 2021 JOB NO.: 8 SHEET NO.: C4.1	STORM DRAIN PROFILES
---	-----------------------------

PORT OF BROOKINGS HARBOR
 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
BOAT YARD PAVING

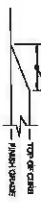


Grants Pass • Jacksonville • Medford, OR
 228 Office Street, William Gray, Suite 210, Grants Pass, OR, 97527
 2100 Hillside Drive, Coquille, OR, 97531
 735 541-1688 • Fax: 541-361-9922 • Email: info@emcsc.com
 www.emcsc.com • www.emcsc.com

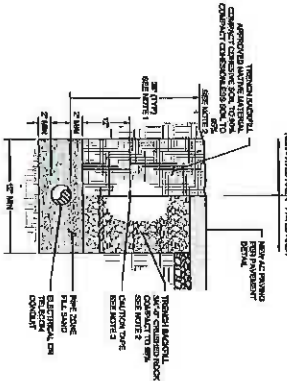
REVISIONS	BY



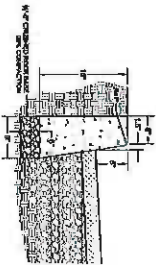
304 WHEEL STOP
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305 CURB TAPER
SCALE: 1/8\"/>



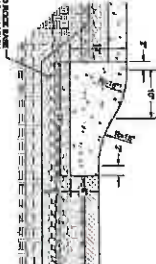
306 CONDUIT TRENCH DETAIL
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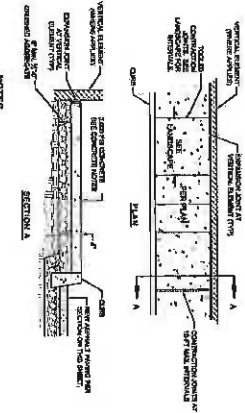
307 VERTICAL CURB
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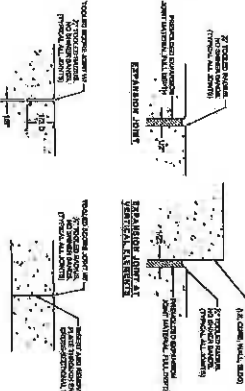
308 CURB & GUTTER
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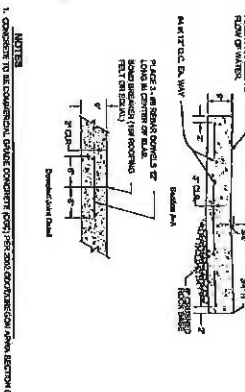
309 ROLLED CURB
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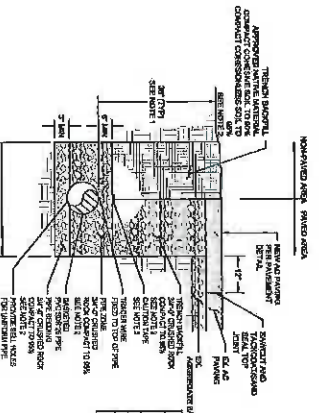
310 CURB LINE CONCRETE SIDEWALK
SCALE: 1/8\"/>



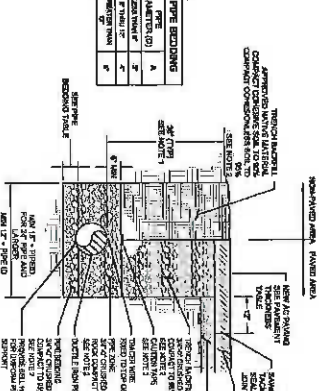
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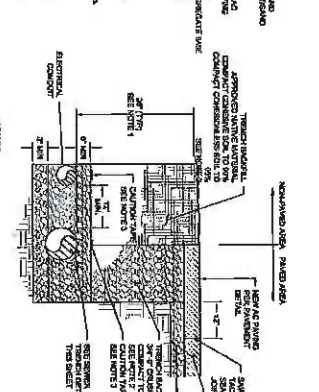
312 DRIVEWAY APRON WITH VALLEY GUTTER
SCALE: 1/8\"/>



313 SEWER TRENCH DETAIL
SCALE: 1/8\"/>



314 WATER TRENCH DETAIL
SCALE: 1/8\"/>



315 JOINT TRENCH DETAIL
SCALE: 1/8\"/>

PIPE SIZING	PIPE	QUANTITY (Q)	4
CONCRETE	48\"/>		
CONCRETE	36\"/>		
CONCRETE	30\"/>		
CONCRETE	24\"/>		

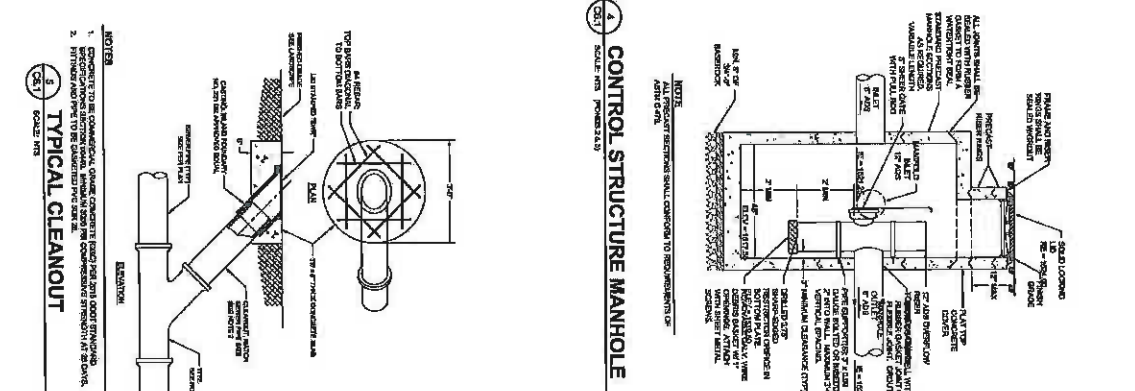
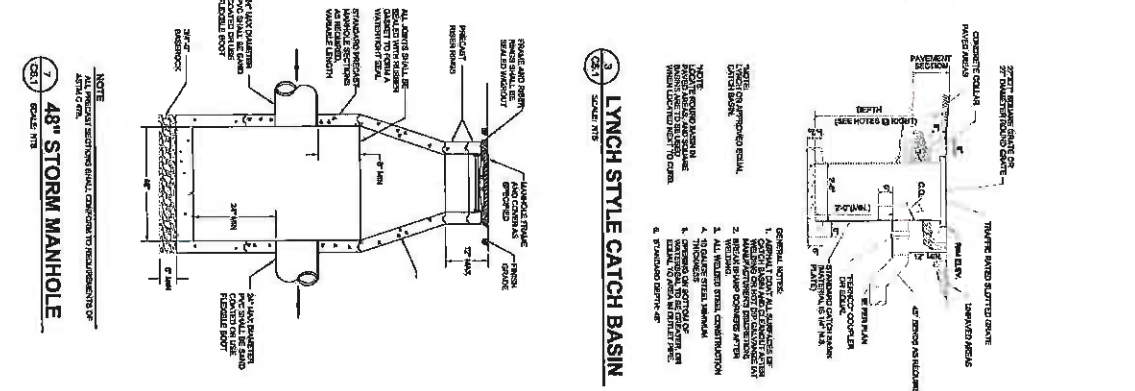
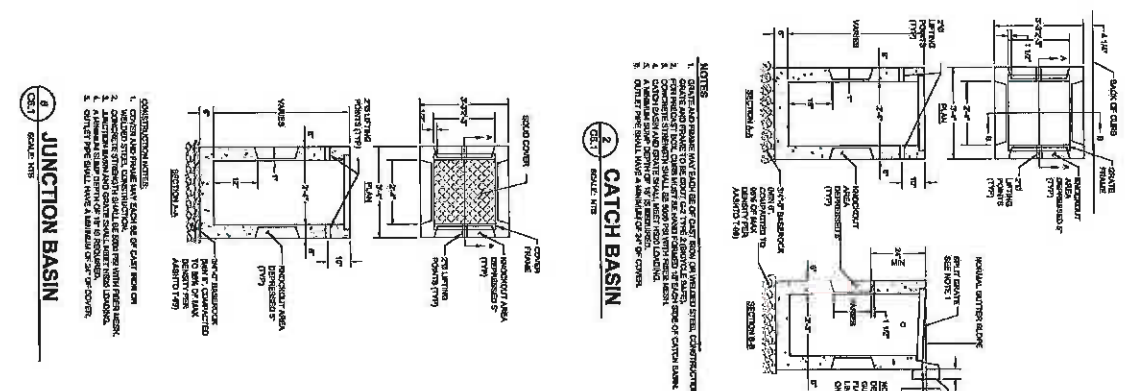
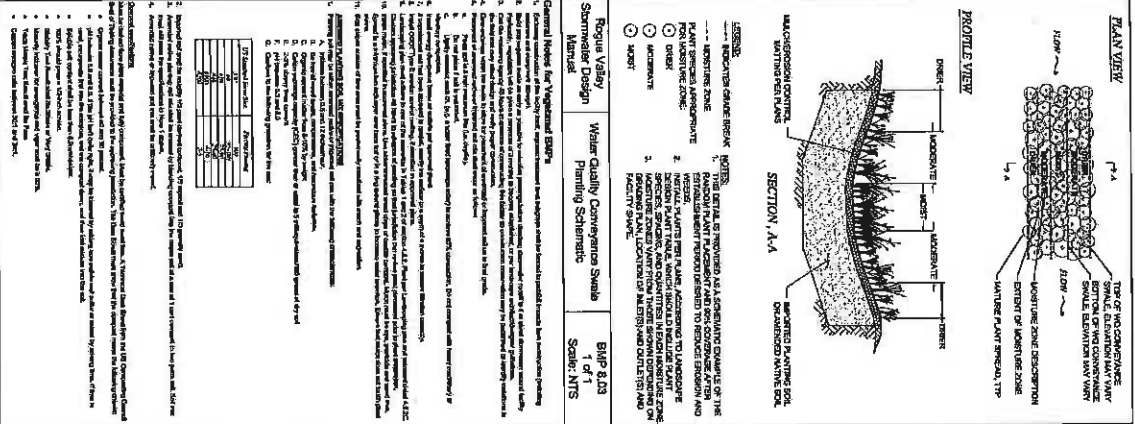
DESIGN BY: JS
DATE: 11 MAY 2021
JOB NO: 4
SHEET NO: 4
C6.0
PROJECT DETAILS

PORT OF BROOKINGS HARBOR
16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
BOAT YARD PAVING



Grant Pugh • Jacksonville • Medford, OR
 2700 NE Oregon Ave. Corvallis, OR 97331 • 541-325-1111
 1000 NE Oregon Ave. Medford, OR 97504 • 541-751-2222
 1000 NE Oregon Ave. Jacksonville, OR 97131 • 541-751-2222
 www.emc-engineers.com

NO. 1	DATE	BY



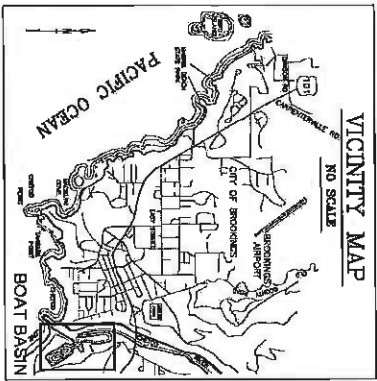
PORT OF BROOKINGS HARBOR
16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415

BOAT YARD PAVING

EMC
Engineers/Scientists, LLC

6000 Pais • Jacksonville • Medford, OR
 503-753-1111 • 503-753-1112 • 503-753-1113 • 503-753-1114 • 503-753-1115
 Fax: 503-753-1116 • Fax: 503-753-1117 • Fax: 503-753-1118 • Fax: 503-753-1119
 www.emc-engineers.com • www.emc-science.com

PROJECT: BOAT YARD PAVING
SHEET NO: C6-1
DATE: 11 MAY 2021
JOB NO: 196



PORT OF BROOKINGS-HARBOR
2021 CIVIL IMPROVEMENTS
**SOUTH BASIN EMBANKMENT
RECONSTRUCTION**

NATURAL RESOURCES
EXISTING NATURAL RESOURCES OR NATURAL HAZARDS ON THE SUBJECT PROPERTY, INCLUDING WETLANDS, STREAMS, RIPARIAN AREAS, FLOOD PLAINS, OR FLOODWAYS TO BE DETERMINED BY ENGINEER.

EXISTING TREE CANOPY
THERE ARE NO EXISTING TREES ON THE SUBJECT PROPERTY.

CULTURAL RESOURCES
LOCALITY OR FEDERALLY DESIGNATED HISTORIC AND/OR CULTURAL RESOURCES ON THE SITE OR ON ADJACENT PARCELS TO BE DETERMINED BY ENGINEER.

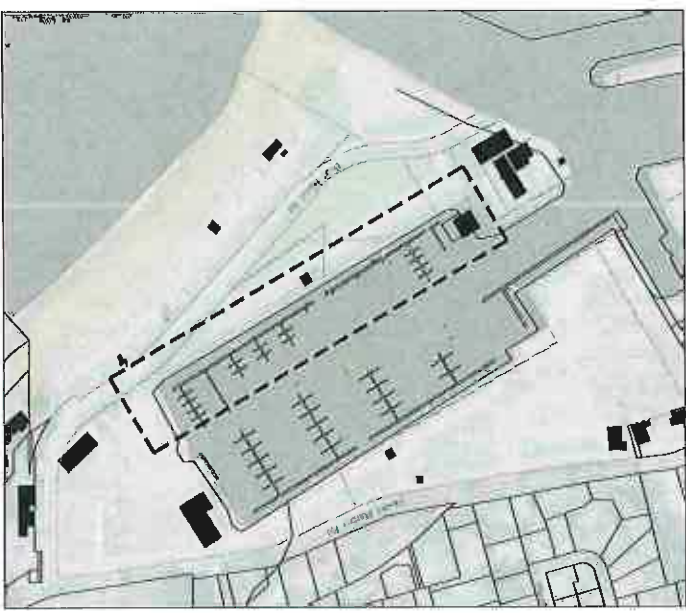
PUBLIC UTILITIES
PUBLIC UTILITY SERVICES, INCLUDING WATER, SEWER, STORM DRAINAGE, POWER, TELEPHONE, CABLE, INTERNET, AND GAS ARE AVAILABLE TO THE SUBJECT PROPERTY.

UTILITY STRAYINGS
EXISTING UNDERGROUND UTILITIES ILLUSTRATED IN THESE PLANS ARE APPROXIMATED BASED ON MAPS OBTAINED FROM CURRY COUNTY GIS ELEVATIONS ESTIMATES, OR HAVE BEEN LOCATED BY A UTILITY LOCATE COMPANY. LAYOUT INDICATED IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. ALL LINES WITHIN PROTECTED WORK ZONE SHALL BE FIELD VERIFIED AS REQUIRED PRIOR TO CONSTRUCTION.

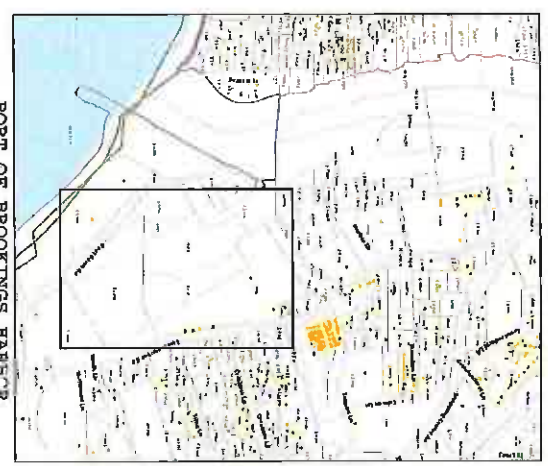
PROJECT DESCRIPTION
TITLE: SOUTH BASIN EMBANKMENT RECONSTRUCTION
REFERENCE: PH13
LOCATION: SOUTH BASIN
DOK 107(9) : 401, 199, 1100, 1200, 1300, 1400

DRAWING REGISTER

PH13-C100	Cover sheet
PH13-C101	Notes
PH13-C102	Existing Condition
PH13-C102A	EXISTING EMBANKMENT VIEWS
PH13-C103	Embankment
PH13-C104	Details
PH13-C105	Plan details



PROJECT OVERVIEW
SCALE 1"=200'



PORT OF BROOKINGS HARBOR
MAP OF TAX LOTS

- PRELIM GRADING NOTES**
1. DEQ 1200-G PERMIT IS REQUIRED.
 2. UNLESS DIRECTED OTHERWISE, REMOVE CRUSHED AND GROBED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED SITE.
 3. PRIOR TO THE START OF CONSTRUCTION, VERIFY GRADES AT SAWCUT LOCATIONS AND MATCHING OF EXISTING GRADE LOCATIONS.
 4. MINIMIZE TRAFFIC ON SOIL AREAS DURING WET WEATHER. IF THE SITE SOILS ARE EXPOSED DURING WET WEATHER, THE USE OF CRUSHED ROCK PLACED AS ENGINEERED FILL AT THE BOTTOM OF THE EXCAVATIONS MAY BE NECESSARY TO PROTECT THE SLOPES. TAKE ALL PRECAUTIONS TO LIMIT SURFACE WATER RUNOFF AND PREVENT SITE GRADING DISTURBANCE POSITION AND RIMOFF.
 5. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOB SITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS AND WORKMANSHIP SHALL BE PERFORMED BY A CERTIFIED TESTER. RESULTS OF THE TESTS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
 6. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

LEGEND

3	ELEVATION
---	SUBWAYS UNDER CONSTRUCTION
---	PROPOSED SUBWAYS UNDER CONSTRUCTION
---	PROPOSED
---	GEOTECHNICAL
---	CONCRETE PAD
---	SEWER
---	SLIP WAY
---	RAISED ROAD



PREPARED FOR: (DOT BOON MAP 20200208)
PORT OF BROOKINGS
14350 Lower Harbor Rd, Brookings, OR 97415

ENGINEER:
EMC
12/8/2023
12/8/2023
12/8/2023
12/8/2023

197

GENERAL NOTES
 These notes are intended for use in interpreting and implementing the tasks shown on the following construction plans and specifications sheets. These are in addition to the overall project specification and bid documents and contractual items.

These are intended for the use of the general contractor and his/her subcontractors in the demolition and reconstruction of the subject area of the Port of Brookings Harbor. Use for other purposes or at other sites is not recommended and is accomplished at the sole risk of the user.

These items are to be used as a supplement to the details provided on the plan sheets and specification pages. Any discrepancies found among the Drawings, the plan sheets and specifications, referenced reports, these General Notes and other items listed on this sheet and the site conditions shall be reported to the Engineer, who shall correct such discrepancy in writing. Any work done by the General Contractor after discovery of such discrepancy shall be done at the General Contractor's risk. The General Contractor shall verify and coordinate dimensions among all drawings prior to proceeding with any work.

The embankment repair has been designed to resist anticipated vertical and lateral forces after the construction of all structural elements has been completed. Stability of the structure and slope areas prior to completion is the responsibility of the General Contractor. This responsibility includes, but is not limited to, jobsite safety, construction means, methods, and sequences, temporary shoring, slope stability, formwork and bracing, use of equipment and construction procedures.

Construction observation by the Engineer is for checking for conformance with design aspects only and is not intended in any way to review and/or approve the General Contractor's construction procedures or relieve the contractor from providing a completed project, consistent with the plans and specifications and good construction practices. Special inspection by the engineer does not provide a certification of the project or relieve the contractor of all responsibility for a properly constructed project.

Standards Used for Design
 All methods, materials and workmanship shall conform to the plans and specifications and ODOT Standard Specifications, unless elsewhere herein specified otherwise.
 International Building Code (IBC) 2009; 2010 Oregon Structure Specialty Code (OSSC); American Society of Civil Engineers (ASCE)

Other Notes

1. Jobsite safety is the responsibility of the Contractor.
2. All products and workmanship shall be of good quality, acceptable for this type of construction. Work to be accomplished in a good and workmanlike manner.
3. All materials to be shipped, handled and stockpiled in accordance with the manufacturers recommendations and good construction practices.
4. Locations must be verified at the site with the geotechnical engineer and the Port of Brookings Harbor representative prior to placement.
5. Abide by local, state and federal building ordinances, including all safety requirements, in all phases of the project.
6. All phases of the project are to conform to the plans and specifications attached hereto and specifications provided by the owner and the engineer-of-record.
7. Proposed changes to project plans and specifications must be approved by the designer prior to acceptance and implementation at the site.
8. Proposed changes must be submitted in writing for review and approval/disapproval by the designer and the owner.
9. In no case shall changes, substitutions or omissions be made to the design or materials without the written authorization of the designer and the owner.
10. Authorization of a design change by the engineer does not constitute acceptance by the Port of Brookings Harbor, nor does it authorize additional funds for the changes. The Port's representative must authorize in writing the design change and applicable changes in the contract amount and/or construction time period prior to implementation of such changes.
11. Project schedule and general sequencing of all work must be reviewed and approved by the design engineer and the owner. Such approval does not relieve the contractor or his/her subcontractors of all responsibilities for proper execution of the subject project construction.
12. Sequencing of tasks that requires varying the installed sizes of project materials must be reviewed and approved by the design engineer and owner.
13. Traffic control and signage must be provided by the contractor unless otherwise so stated in the contract. Access to the US Coast Guard facilities must be maintained during construction.
14. Contractor must understand that the project site is in a Harbor area subject to tidal fluctuations. Therefore, sequencing and project work must take into account effects of high and low tides.
15. Replacement of specified products by an "Equivalent" product must be approved by the design engineer and the owner. Redesign required for use of alternate "Equivalent" materials is to be borne by the contractor.

GRADING NOTES

1. DEE 1200-C PERMIT IS NOT REQUIRED.
2. UNLESS DIRECTED OTHERWISE, REMOVE CLEARED AND GRUBBED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED LOCATION.
3. PRIOR TO THE START OF CONSTRUCTION, VERIFY GRADES AT SAWCUT LOCATIONS AND MATCHING OF EXISTING GRADE LOCATIONS.
4. MINIMIZE TRAFFIC ON SOIL AREAS DURING WET WEATHER. IF THE SITE SOILS ARE EXPOSED DURING WET WEATHER, THE USE OF CRUSHED ROCK PLACED AS ENGINEERED FILL IN THE BOTTOM OF THE EXCAVATIONS MAY BE NECESSARY TO PROTECT THE SITE GRADING AREA FROM EROSION AND RUNOFF. SURFACE DISTURBANCE AND PROTECT THE SITE GRADING AREA FROM EROSION AND RUNOFF. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOBSITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
5. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

EROSION, SEDIMENTATION & POLLUTION CONTROL PLAN NOTES

1. **PROTECT/PURPOSE** - THE PURPOSE OF MAINTAINING, REESTABLISHING, REPLACING, AND UPGRADE THE EXISTING WESTERN EMBANKMENT AT THE SOUTH BASIN OF PORT OF BROOKINGS. THE EXISTING EMBANKMENT WILL BE CLEARED DOWN TO SUITABLE SUBGRADE AT A SLOPE BETWEEN 1.5:1 AND 2:1. A 4 FT DEEP TRENCH WILL BE EXCAVATED AT THE BASE OF THE EMBANKMENT. A 3 FT DEEP LAYER OF AGGREGATE WILL BE PLACED ON TOP OF THE SLOPE AND INTO THE TRENCH.
2. **CONTRACTOR ACTIVITIES** - CONTRACTOR ACTIVITIES ARE DESCRIBED AS EXCAVATION AND CLEARING USING A 25T EXCAVATOR. EXCAVATION AND SPREADING AT THE BASE OF THE SLOPE USING A LONG REACH EXCAVATOR. PLACEMENT OF GROUND. PLACEMENT OF CRUSHED AGGREGATE FROM FINE GRAVEL TO 2FT SODIUMS.
3. **SOIL DISTURBING ACTIVITIES** - EXCAVATION WILL BE LIMITED TO EXISTING MARINA EDGES AS SHOWN ON DRAWING C102.
4. **NON-STORMWATER DISCHARGES** - NO DEWATERING, WATER-LINE FLUSHING, PAVEMENT WASH WATERS OR IRRIGATION WATER DISCHARGES ARE PLANNED FOR THIS PROJECT.
5. **ESTIMATED START DATE FOR CONSTRUCTION** - 02/01/21 - 03/30/21
6. **NEAREST SURFACE WATER BODIES** - PORT OF BROOKINGS ICE HOUSE INLET IN THE COMMERCIAL BASIN (SOUTH BASIN) AND THE SPORT BASIN, NEAR DOCK A (NORTH BASIN).
7. **RECEIVING WATERS** - PACIFIC OCEAN
8. **SPECIAL ENVIRONMENTAL CONSIDERATIONS** - SEE SECTION BELOW DESCRIBING PRECAUTION REGARDING CROSCOTE COATED PILLS TO BE EXTRACTED. ESA OPINIONS PROVIDED BY USAF, NWS AND ODFW.
9. **DESIGNATED BECM** - THE DESIGNATED EROSION AND POLLUTION CONTROL MANAGER (EPDM) WHO WILL ASSURE COMPLIANCE WITH ALL ITEMS IN THIS PLAN IS TED FITZGERALD, PORT DIRECTOR, OR HIS DESIGNER.
10. **EROSION, SEDIMENTATION AND POLLUTION CONTROL MEASURES** - BEST MANAGEMENT PRACTICES (BMP) TO BE USED, WHEN APPLICABLE, TO PREVENT POLLUTION RELATED TO CONTRACTOR ACTIVITIES LISTED IN THIS SECTION ARE AS FOLLOWS:
 - A) OFFSITE VEHICLE TRACKING AND DUST PREVENTION - MEASURES WILL BE TAKEN TO PREVENT OFFSITE TRACKING OF MATERIALS, INCLUDING GREASING PAVEMENTS, COVERING LOADS AND WETTING SOIL TO PREVENT DUST. THERE WILL BE NO AGGREGATE CONSTRUCTION.
 - B) MATERIAL MANAGEMENT AND SPILL PREVENTION - ALL ON SITE FUELS WILL BE DELIVERED, HANDLED, STORED, USED, AND APPLIED SO AS NOT TO BE RELEASED INTO THE WATERS OF THE STATE/USE. FUELING WILL BE ACCOMPLISHED AWAY FROM THE WORK AREA. A SPILL CLEANUP KIT WILL BE AVAILABLE IF DEMAND BY THE EPCO TO BE REQUIRED. C) WASTE MANAGEMENT - HANDLING, STORAGE AND DISPOSAL OF SOLID WASTE AND/OR HAZARDOUS WASTE WILL BE DISPOSED INTO SUITABLE LANDFILL OFFSITE. D) INSPECTION AND MAINTENANCE - DAILY INSPECTION AND MAINTENANCE FOR ALL CONTROLS INCLUDED IN THE POLLUTION CONTROL PLAN AND THE EPCO WILL BE PERFORMED BY THE EPCO OR HIS DESIGNER. E) EMPLOYEE AND SUBCONTRACTOR TRAINING - EMPLOYEE AND SUBCONTRACTOR EDUCATION AT A MINIMUM WILL INCLUDES INCREASING PERSONNEL OF THE POSTED LOCATIONS OF THE POLLUTION CONTROL PLAN/EROSION AND SEDIMENT CONTROL PLAN/MSDS'S AND IMPORTANT EMERGENCY PHONE NUMBERS. EDUCATION WILL ALSO INCLUDE INFORMING PERSONNEL OF REVISED MATERIAL MANAGEMENT PROCEDURES FOLLOWING A SPILL F) (CRITERIA 15) PRECONSTRUCTION ACTIVITY - BEFORE ALTERATION OF THE ACTION AREA, FLAG THE BOUNDARIES OF CLEARING LIMITS ASSOCIATED WITH SITE ACCESS AND CONSTRUCTION TO MINIMIZE SOIL AND VEGETATION DISTURBANCE, AND ENSURE THAT ALL TEMPORARY EROSION CONTROLS ARE IN PLACE AND FUNCTIONAL. G) (CRITERIA 16) SITE PREPARATION - DURING SITE PREPARATION, CONSERVE NATIVE MATERIALS FOR RESTORATION, INCLUDING LARGE WOOD, VEGETATION, TOPSOIL, AND CHANNEL MATERIALS (GRAVEL, COBBLE AND Boulders) DISPLACED BY CONSTRUCTION. WHENEVER PRACTICAL, LEAVE NATIVE MATERIALS WHERE THEY ARE FOUND AND IN AREAS TO BE CLEARED, CLIP VEGETATION AT GROUND LEVEL TO RETAIN ROOT MASS AND ENCOURAGE REESTABLISHMENT OF NATIVE VEGETATION. BUILDING AND RELATED STRUCTURES MAY NOT BE CONSTRUCTED INSIDE THE RIPARIAN MANAGEMENT AREA H) (CRITERIA 17) HEAVY EQUIPMENT - HEAVY EQUIPMENT WILL BE SELECTED AND OPERATED AS NECESSARY TO MINIMIZE ADVERSE EFFECTS ON THE ENVIRONMENT. AND ALL VEHICLES AND OTHER HEAVY EQUIPMENT WILL BE USED AS FOLLOWS:
 - A.) STORED, FUELED AND MAINTAINED IN A VEHICLE STRAGING AREA PLACED 150 FEET OR MORE FROM ANY WATERBODY, OR IN AN ISOLATED HARD LEAVE SUCH AS A BARRIÉ PARKING AREA FOR OPERATION WITHIN 50 FEET OF ANY WATERBODY.
 - B.) INSPECTED DAILY FOR FLOOD TANKS BEFORE LEAVING THE VEHICLE STRAGING AREA FOR OPERATION WITHIN 50 FEET OF ANY WATERBODY.
 - C.) SPREAD-CLEANED BEFORE OPERATION TO REMAIN FREE OF ALL EXTERNAL OIL, GREASE, MUD, SEEDS, ORGANISMS AND OTHER VISIBLE CONTAMINANTS.
 - D.) GENERATORS, CHAINS AND ANY OTHER STATIONARY EQUIPMENT OPERATED WITHIN 150 FEET OF ANY WATERBODY WILL BE MAINTAINED AND PROTECTED AS NECESSARY TO PREVENT LEAKS AND SPILLS FROM ENTERING THE WATER I) (CRITERIA 18)

IN-WATER WORK PERIOD

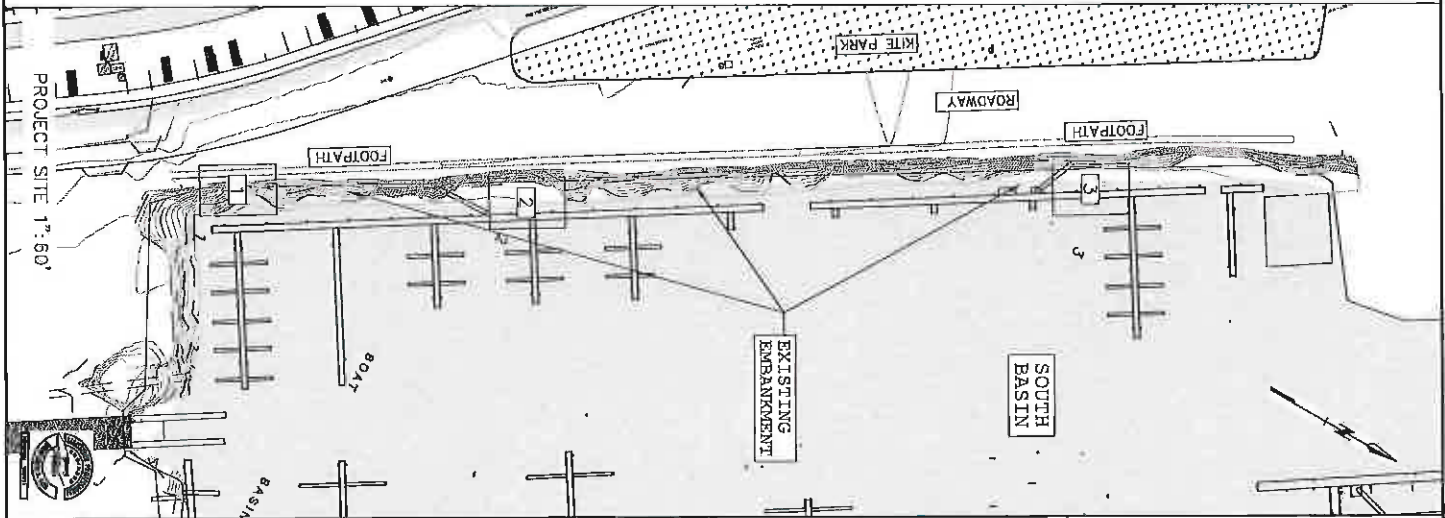
ALL WORK WITHIN THE ACTIVE CHANNEL WILL BE COMPLETED IN ACCORDANCE WITH THE OREGON GUIDELINES FOR TIMING OF IN-WATER WORK TO PROTECT FISH AND WILDLIFE RESOURCES (ODPW 2000), OR THE MOST RECENT VERSION.)

- 1) (CRITERIA 21) EMBANKMENT INSTALLATION -
- 2) (CRITERIA 24) SUBGRADE PREPARATION -

PREPARED FOR: (LAW 2880, MAP #00062825)
 DATE: 12/8/2020
 DRAWN BY: INFRASOFT
 SHEET NO: C-10
 PORT OF BROOKINGS
 16350 Lower Harbor Rd, Brookings, OR 97416
 EMC
 113



EXISTING CONDITIONS
SCALE 1"=100'



113

PREPARED FOR:
PORT OF BROOKINGS
16330 Lower Harbor Rd, Brookings, OR 97415

DATE	12/8/2020
DESIGNED BY	INFRASTRUCTURE
CHECKED BY	INFRASTRUCTURE
SCALE	1"=60'
PROJECT NO.	113
DATE	12/8/2020
SCALE	1"=60'
PROJECT NO.	113

ENGINEERS

EMC
10000 N. Highway 101, Portland, OR 97228
503.253.8800
www.emc-engineers.com

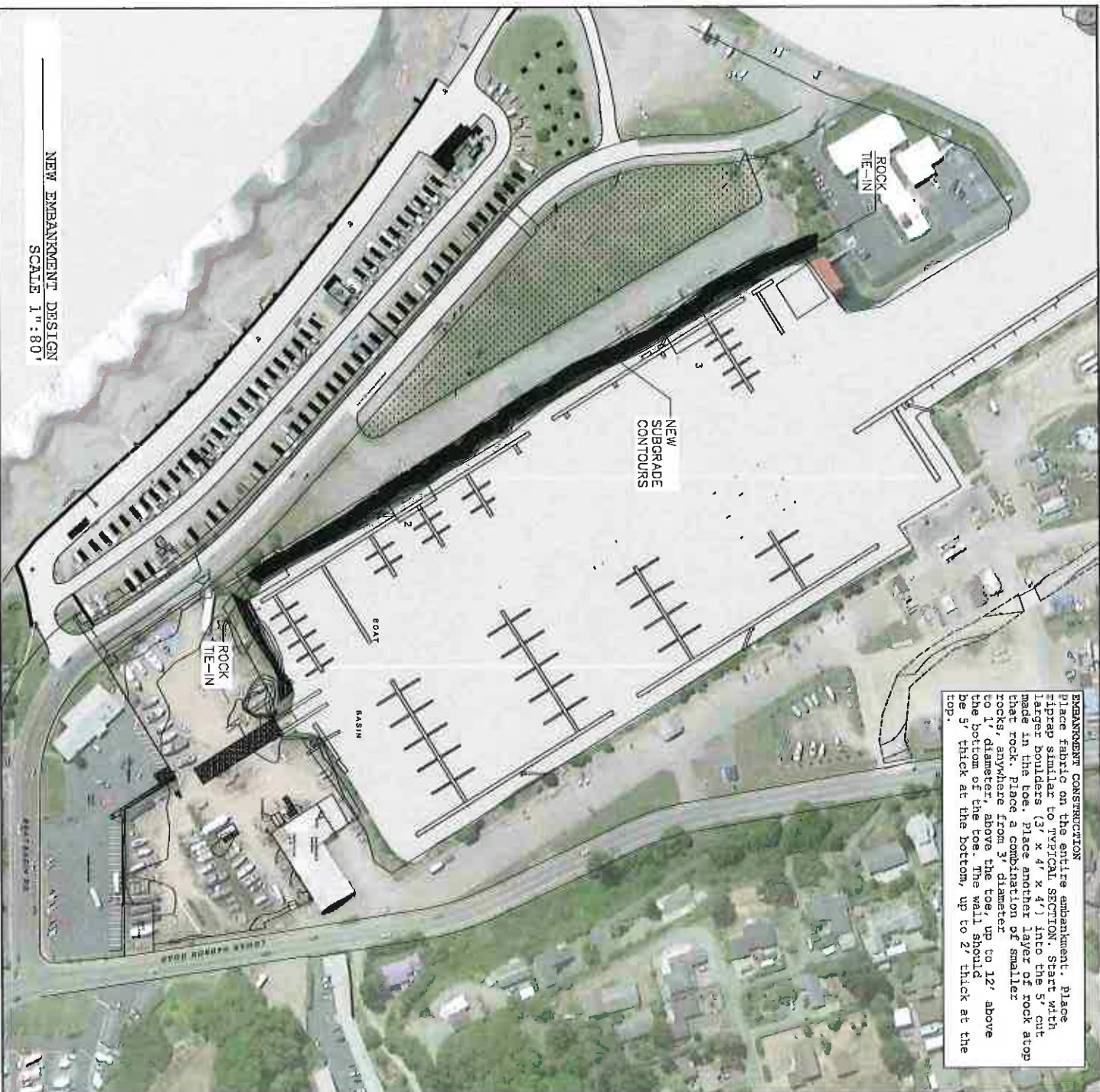


PREPARED FOR:
 (CITY OF BROOKING, MAP # 20000000)
PORT OF BROOKINGS
 10000 Lower Harbor Rd, Brookings, OH 97410

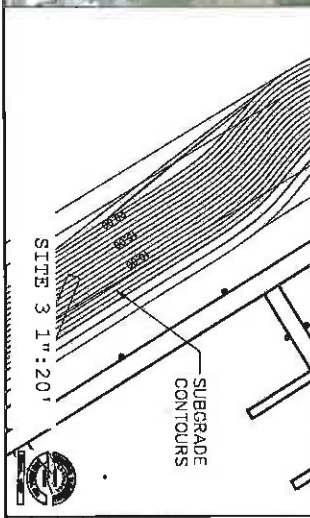
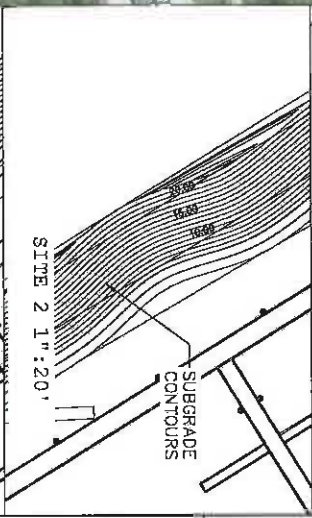
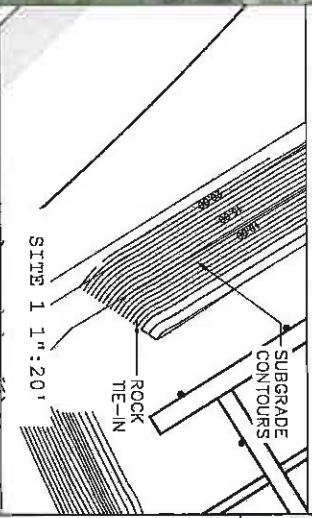
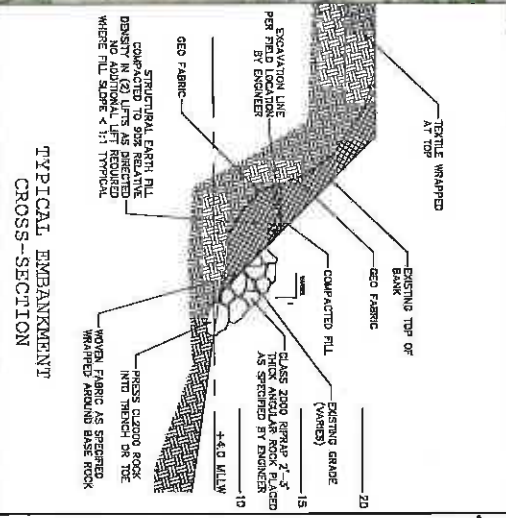
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DESIGNED BY	IRINAVARANT
DRAWN BY	CA-1024
SCALE	1:1
PROJECT	PORT QUAY REVIEW
NO.	001
REV.	

ENGINEER:
EMC
 4000 1st Avenue, Brookings, OH 97410
 503-325-1234
 www.emc-engineers.com

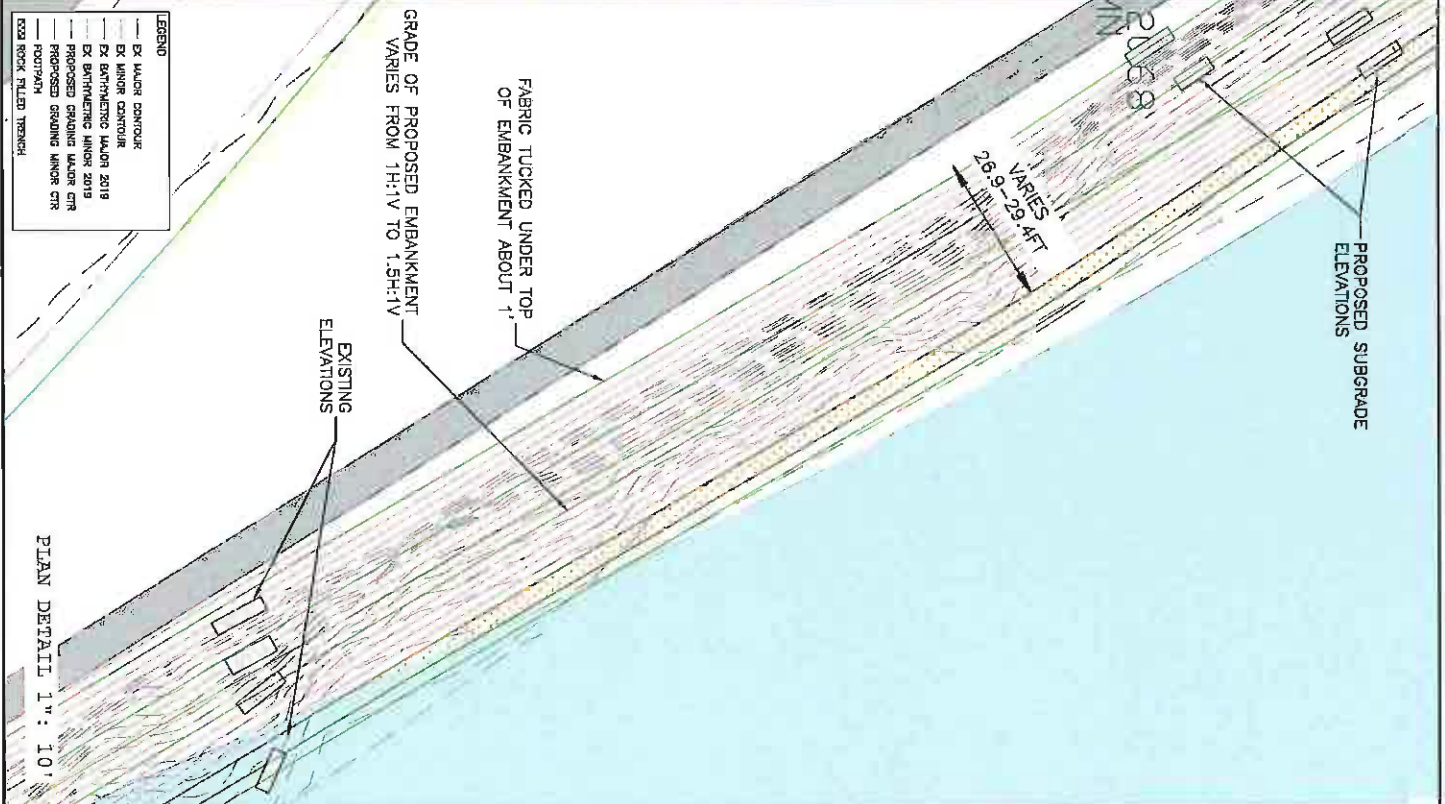
NEW EMBANKMENT DESIGN
SCALE 1" = 80'



EMBANKMENT CONSTRUCTION
Place fabric on the entire embankment. Place riprap similar to TYPICAL SECTION. Start with larger boulders (3' x 4' x 4') into the 5' cut that rock. Place another layer of rock atop that rock. Place a combination of smaller rocks, anywhere from 3' diameter to 1' diameter, above the toe, up to 12' above the bottom of the toe. The wall should be 5' thick at the bottom, up to 2' thick at the top.



NEW AND EXISTING CONTOURS
SCALE 1" = 80'



LEGEND

- EX MAJOR CONTOUR
- EX MINOR CONTOUR
- EX SURVEYING JANUARY 2018
- EX SURVEYING JANUARY 2019
- PROPOSED GRADE MAJOR CON
- PROPOSED GRADE MINOR CON
- PROPOSED
- FOOTPATH
- COB ROCK FILLED TRENCH

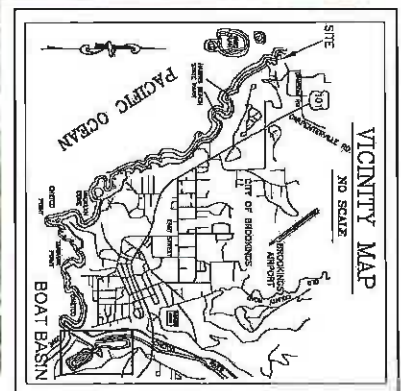
PLAN DETAIL 1" = 10'

PREPARED FOR: GUY 3300, MAP (30002200)
PORT OF BROOKINGS
18330 Lower Harbor Rd, Brookings, OR 97416



203

113



SHEET INDEX

010 COVER SHEET
 020 EXISTING CONDITIONS
 030 SOUTH BOAT BASIN WALL

DESIGNER: EMC
 DATE: 18 APR 2021
 JOB NO.: 18-001
 SHEET NO.: 1

C0.0
 COVER SHEET

PORT OF BROOKINGS HARBOR
 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
SOUTH BOAT BASIN WALL



Grants Pass • Jacksonville • Medford, OR
 222 Collins Road, Grants Pass, OR 97526, Phone: 541-872-7222
 1000 NE Oregon St., Medford, OR 97504, Phone: 541-753-4444
 1000 NE Oregon St., Jacksonville, OR 97531, Phone: 541-753-4444
<http://www.emcengineers.com>

Engineers/Scientists, LLC

NO.	REVISION	DATE

204



SURVEY BY
 THE SURVEYING AND ENGINEERING FIRM
 OF BROOKINGS, OREGON
 2011

HORIZONTAL DATUM
 THE HORIZONTAL DATUM IS THE NORTH AMERICAN DATUM OF 1983 (NAD 83). THE DATUM IS REFERENCED TO THE STATE PLANE COORDINATE SYSTEM FOR OREGON (SPO). THE DATUM IS REFERENCED TO THE STATE PLANE COORDINATE SYSTEM FOR OREGON (SPO). THE DATUM IS REFERENCED TO THE STATE PLANE COORDINATE SYSTEM FOR OREGON (SPO).

VERTICAL DATUM
 THE VERTICAL DATUM IS THE MEAN SEA LEVEL DATUM FOR THE STATE OF OREGON. THE DATUM IS REFERENCED TO THE STATE PLANE COORDINATE SYSTEM FOR OREGON (SPO). THE DATUM IS REFERENCED TO THE STATE PLANE COORDINATE SYSTEM FOR OREGON (SPO). THE DATUM IS REFERENCED TO THE STATE PLANE COORDINATE SYSTEM FOR OREGON (SPO).



EXISTING CONDITIONS
 SCALE: 1" = 20'



PORT OF BROOKINGS HARBOR
 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
 SOUTH BOAT BASIN WALL

EMC
 Grants Pass • Jacksonville • Medford, OR
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 7700 Highway 242, Jacksonville, OR 97531
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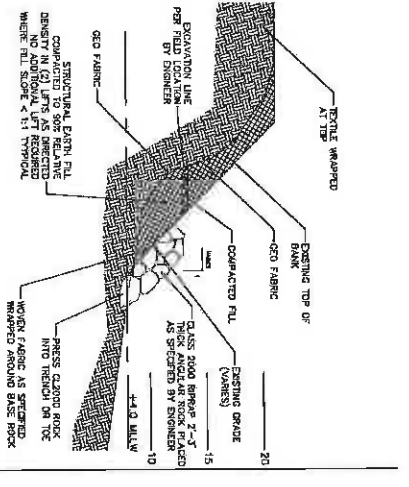
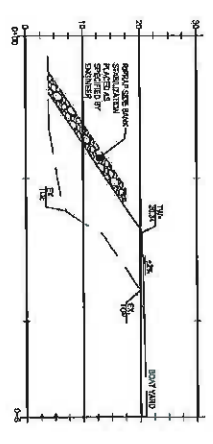
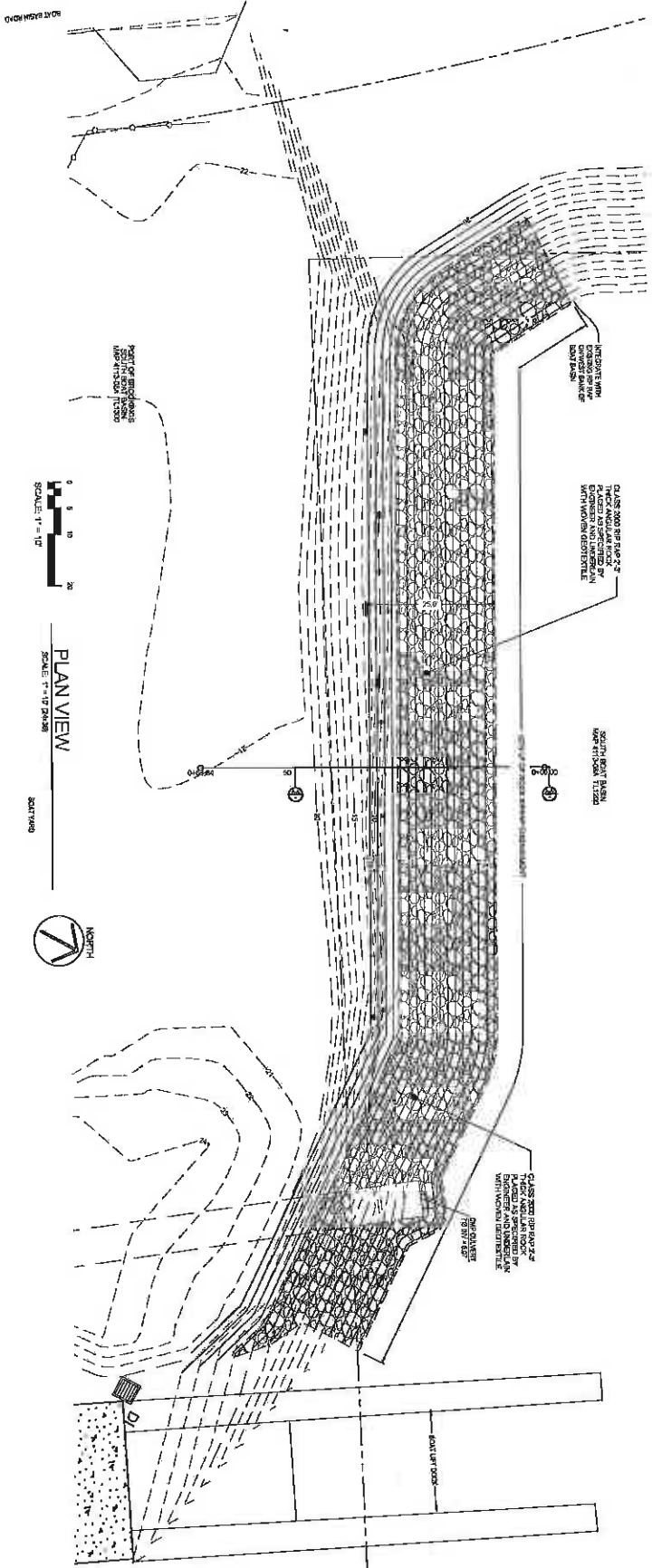
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TYPICAL EMBANKMENT CROSS SECTION

EMBANKMENT CONSTRUCTION NOTES

1. ALL FABRIC ON THE EXISTING EMBANKMENT, IN PLACE REMAINS TO BE REMOVED AND RE-INSTALLED AS SPECIFIED BY ENGINEER. 2. ALL FABRIC ON THE EXISTING EMBANKMENT, IN PLACE REMAINS TO BE REMOVED AND RE-INSTALLED AS SPECIFIED BY ENGINEER. 3. ALL FABRIC ON THE EXISTING EMBANKMENT, IN PLACE REMAINS TO BE REMOVED AND RE-INSTALLED AS SPECIFIED BY ENGINEER. 4. ALL FABRIC ON THE EXISTING EMBANKMENT, IN PLACE REMAINS TO BE REMOVED AND RE-INSTALLED AS SPECIFIED BY ENGINEER.

PROPOSED ROCK EMBANKMENT - OPTION 4

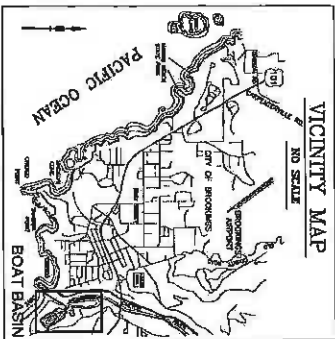
DATE: 18 APR 2021	DRAWN BY: JB
JOB NO: #	SHEET NO: #
C2.0	
OPTION 4	
ROCK WALL	

PORT OF BROOKINGS HARBOR
16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
SOUTH BOAT BASIN WALL



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 1000 NE Oregon Street, Suite 200, Medford, OR 97504
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 Phone: 541-846-9928 • Fax: 541-846-9928 • Email: info@emc-sc.com
<http://www.emc-sc.com>

REVISION	DATE



NATURAL FEATURES
 EXISTING NATURAL RESOURCES OR NATURAL HAZARDS ON THE SUBJECT PROPERTY, INCLUDING WETLANDS, STREAMS, RIPARIAN AREAS, FLOOD PLAINS, OR FLOODWAYS TO BE DETERMINED BY ENGINEER

EXISTING TREE CANOPY
 THERE ARE NO EXISTING TREES ON THE SUBJECT PROPERTY

CULTURAL RESOURCES
 LOCALITY, OR FEDERALLY DESIGNATED HISTORIC AND/OR CULTURAL RESOURCES ON THE SITE OR ON ADJACENT PARCELS TO BE DETERMINED BY ENGINEER.

PUBLIC SERVICES
 PUBLIC UTILITY SERVICES, INCLUDING WATER, SEWER, STORM DRAINAGE, POWER, TELEPHONE, CABLE, INTERNET, AND GAS ARE AVAILABLE TO THE SUBJECT PROPERTY.

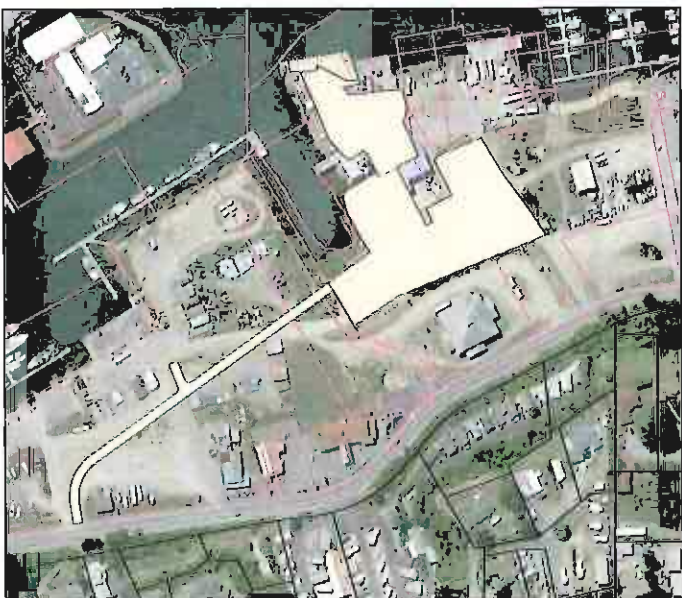
UTILITY STATEMENT
 EXISTING UNDERGROUND UTILITIES ILLUSTRATED IN THESE PLANS ARE APPROXIMATED BASED ON MAPS OBTAINED FROM CURRY COUNTY GIS ELEVATIONS ESTIMATES, OR HAVE BEEN LOCATED BY A UTILITY LOCATE COMPANY. LAYOUT INDICATED IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. ALL LINES WITHIN PROJECTED WORK ZONE SHALL BE FIELD VERIFIED AS REQUIRED PRIOR TO CONSTRUCTION.

PROJECT DESCRIPTION
 TITLE: PROPOSED ROAD
 REFERENCE: 140
 LOCATION: HARBOR ST
 TAX LOT(S): 2500, 2600, 2700, 2800
 2900, 2999, 402

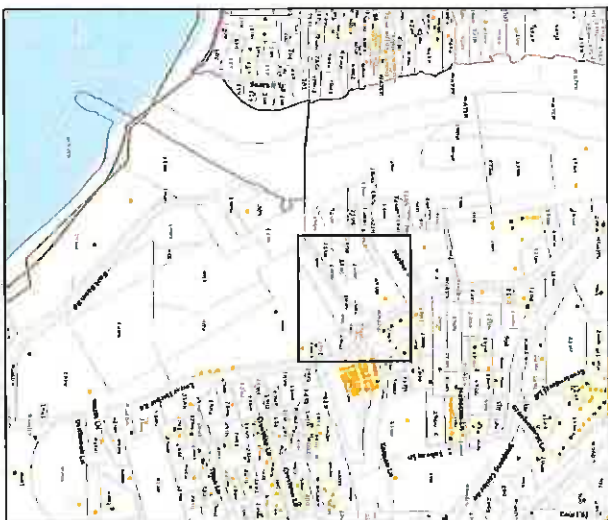
DRAWING REGISTER
 140-CV COVER SHEET
 140-C100 NOTES
 140-C101 EXISTING CONDITIONS
 140-C102 PROPOSED GRADING
 140-C103 PROPOSED PAVING
 140-C104 PROPOSED DRAINAGE
 140-C105 DETAILS
 140-C106



PORT OF BROOKINGS-HARBOR
 2021 CIVIL IMPROVEMENTS
PROPOSED ROAD



PROJECT OVERVIEW
 SCALE 1"=200'



PORT OF BROOKINGS HARBOR
 MAP OF TAX LOTS

- FIELD GRADING NOTES**
1. DEQ 1200-C PERMIT IS REQUIRED.
 2. UNLESS DIRECTED OTHERWISE, REMOVE CLEARED AND GRUBBED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED LOCATION.
 3. PRIOR TO THE START OF CONSTRUCTION, VERIFY GRADES AT SAWCUT LOCATIONS AND MATCHING OF EXISTING GRADE LOCATIONS. MINIMIZE TRAFFIC ON SOFT AREAS DURING WET WEATHER. IF THE SITE SOILS ARE EXPOSED DURING WET WEATHER, THE USE OF CRUSHED ROCK PLACED AS ENGINEERED FILL IN THE BOTTOM OF THE EXCAVATIONS MAY BE NECESSARY TO PROTECT THE SUBGRADE. TAKE ALL PRECAUTIONS TO LIMIT SURFACE DISRUPTANCE AND PROTECT THE SITE GRADING AREA FROM EROSION AND RUNOFF.
 5. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOBSITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS AND WORKMANSHIP SHALL BE PERFORMED BY A CERTIFIED TESTER. RESULTS OF THE TESTS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
 6. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

LEGEND	
5	ELEVATION
---	SUBGRADE MINOR CONTOUR
---	SUBGRADE MAJOR CONTOUR
---	PAVED ROAD
---	SLIP WAY
---	JETTY
---	CONCRETE PAD
---	ESSEX GRASS
---	FAKED ASPHALT



PREPARED FOR: (LOT 2800, MAP '380622DB')
PORT OF BROOKINGS
 16330 Lower Harbor Rd, Brookings, OR 97415



ENGINEER: **EMC**
 207
 Engineers/Architects, LLC

No.	DATE	REVISION	BY

Date: 04/04/2021
 Drawn BY: INFRADRAFT
 Sheet No.: CV
 File No.: 140

GRADING NOTES

1. PRIOR TO THE CONSTRUCTION OF EMBANKMENTS, THE CONTRACTOR SHALL EXCAVATE UNSUITABLE FOUNDATION MATERIAL. BASEMENTS, TRENCHES AND HOLES ENCOUNTERED WITHIN EMBANKMENT LIMITS SHALL BE FILLED WITH APPROVED MATERIAL. PRIOR TO BACKFILLING THE CONTRACTOR SHALL BREAK CONCRETE FLOORS OF BASEMENTS AS DIRECTED. THE CONTRACTOR SHALL BREAK UP AND ROUGHEN THE GROUND SURFACE BEFORE EMBANKMENTS MATERIAL IS PLACED. THE NATURAL GROUND UNDERLYING EMBANKMENTS SHALL BE COMPACTED TO THE DENSITY SPECIFIED FOR THE EMBANKMENT MATERIALS TO BE PLACED, AND TO THE DEPTH OF THE GRUBBING OR A MINIMUM OF 6 INCHES.
2. EMBANKMENT CONSTRUCTION SHALL INCLUDE PREPARATION OF THE AREAS UPON WHICH EMBANKMENTS ARE PLACED, THE PLACEMENT AND COMPACTION OF APPROVED EMBANKMENT MATERIALS AND FILLING OF HOLES, PITS AND OTHER DEPRESSIONS WITHIN THE SUBDIVISION.
3. THE CONTRACTOR SHALL PLACE EMBANKMENTS AND FILLS IN THE HORIZONTAL LAYERS OF 8 INCHES MAXIMUM DEPTH AND COMPACT EACH LAYER TO THE DENSITY SPECIFIED.
4. EMBANKMENT SHALL NOT BE CONSTRUCTED WHEN THE EMBANKMENT MATERIAL OR THE FOUNDATION ON WHICH THE EMBANKMENT WOULD BE PLACED IS FROZEN.
5. IMMEDIATELY PRIOR TO COMPLETION OF THE EARTHWORK, THE CONTRACTOR SHALL CLEAN THE ENTIRE WORK AREA OF DEBRIS AND FOREIGN MATTER.
6. THE MAXIMUM DENSITY OF COMPACTED MATERIAL WILL BE DETERMINED BY AASHTO T-99
7. THE CONTRACTOR SHALL COMPACT ALL EMBANKMENTS, FILLS AND BACKFILLS TO A MINIMUM IN PLACE DENSITY OF 95 PERCENT.
8. THE CONTRACTOR SHALL WATER THE MATERIALS TO PROVIDE OPTIMUM MOISTURE FOR COMPACTION OF EMBANKMENT AND BACKFILLS. EMBANKMENTS OR BACKFILL MATERIALS SHALL NOT BE PLACED IN FINAL POSITION UNTIL MOISTURE IN EXCESS OF OPTIMUM MOISTURE HAS BEEN REMOVED.
9. IF THE SPECIFIED COMPACTION IS NOT OBTAINED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER. THE CONTRACTOR MAY BE REQUIRED TO USE A MODIFIED COMPACTION PROCEDURE OR APPLY ADDITIONAL COMPACTIVE EFFORT. IF APPROVED MATERIALS MEETING THE SPECIFICATIONS CANNOT BE COMPACTED TO THE REQUIRED DENSITY REGARDLESS OF COMPACTIVE EFFORT OR METHOD, THE ENGINEER MAY REDUCE THE REQUIRED DENSITY OR DIRECT THE ALTERNATE MATERIALS BE USED. IN NO CASE SHALL EARTHWORK OPERATIONS PROCEED UNTIL THE CONTRACTOR IS ABLE TO COMPACT THE MATERIAL TO THE SATISFACTION OF THE ENGINEER.
10. DEQ 1200-C PERMIT IS NOT REQUIRED.
11. UNLESS DIRECTED OTHERWISE, REMOVE CLEARED AND GRUBBED MATERIAL FROM THE SITE AND DISPOSE AT AN APPROVED LOCATION.
12. UNLESS OTHERWISE NOTED, THE SAMPLING AND TESTING OF MATERIALS FOR USE ON THE JOBSITE SHALL BE AT THE EXPENSE OF THE CONTRACTOR. ALL TESTING OF MATERIALS AND WORKMANSHIP SHALL BE PERFORMED BY A CERTIFIED TESTER. RESULTS OF THE TESTS SHALL BE SENT DIRECTLY TO THE PROJECT ENGINEER AS WELL AS THE CONTRACTOR, BY THE LABORATORY. LOCATION AND FREQUENCY OF TESTS SHALL BE DESIGNATED BY THE GENERAL CONTRACTOR.
13. ALL CUT AND FILL SLOPES SHALL BE MAXIMUM OF 2:1.

GEOCHEMICAL NOTE

THE CONTRACTOR SHALL COORDINATE CONSTRUCTION ACTIVITIES WITH THE PROJECT ENGINEER FOR REQUIRED REMEDIATION. THE CONTRACTOR SHALL COORDINATE WITH THE PROJECT ENGINEER FOR REQUIRED SITE OBSERVATIONS AND TESTING OF ALL FILLS.

GENERAL NOTES

NO SCALE

208

ENGINEER:  EMC
Engineers/Scientists, LLC

No.	DATE	REVISION	BY

PREPARED FOR: (LOT 2900, MAP '3608220B')
PORT OF BROOKINGS
 16330 Lower Harbor Rd, Brookings, OR 97415

Date: 04/04/2021
 Drawn By: INFRADRAFT
 Sheet No.: C-100
 Title No.: 140





LEGEND

- 3.0 ELEVATION
- SUBGRADE MINOR CONTOUR
- SUBGRADE MAJOR CONTOUR
- PARCEL
- PROTECTIVE
- SEED
- CONCRETE PAD
- SEED
- SEED
- SITE WAY
- PAVED ROAD

EXCAVATE SUBGRADE TO 1.5' BELOW EXISTING ROAD

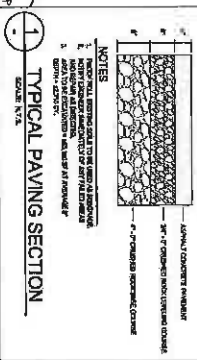
EXCAVATE SUBGRADE TO 41.5' BELOW TOP OF CONC AND TOP OF BANK ELEVATION

EXCAVATE SUBGRADE TO 41.5' BELOW TOP OF CONC AND TOP OF BANK ELEVATION

PROPOSED SEDIMENT STOCKPILE AREA

LOWER HARBOR RD

EXCAVATE SUBGRADE TO 41.5' BELOW TOP OF CONC AND TOP OF BANK ELEVATION



GRADING PLAN

SCALE 1" = 100'



PREPARED FOR: (LOT 2900, MAP '3608220B')

PORT OF BROOKINGS

16330 Lower Harbor Rd, Brookings, OR 97415

ENGINEER:

EMC

210

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 904.249.8888 • 800.855.1111 • 100 N. Canal Street, Suite 200
 Jacksonville, FL 32202 • 30° 34' 00" N, 81° 38' 00" W
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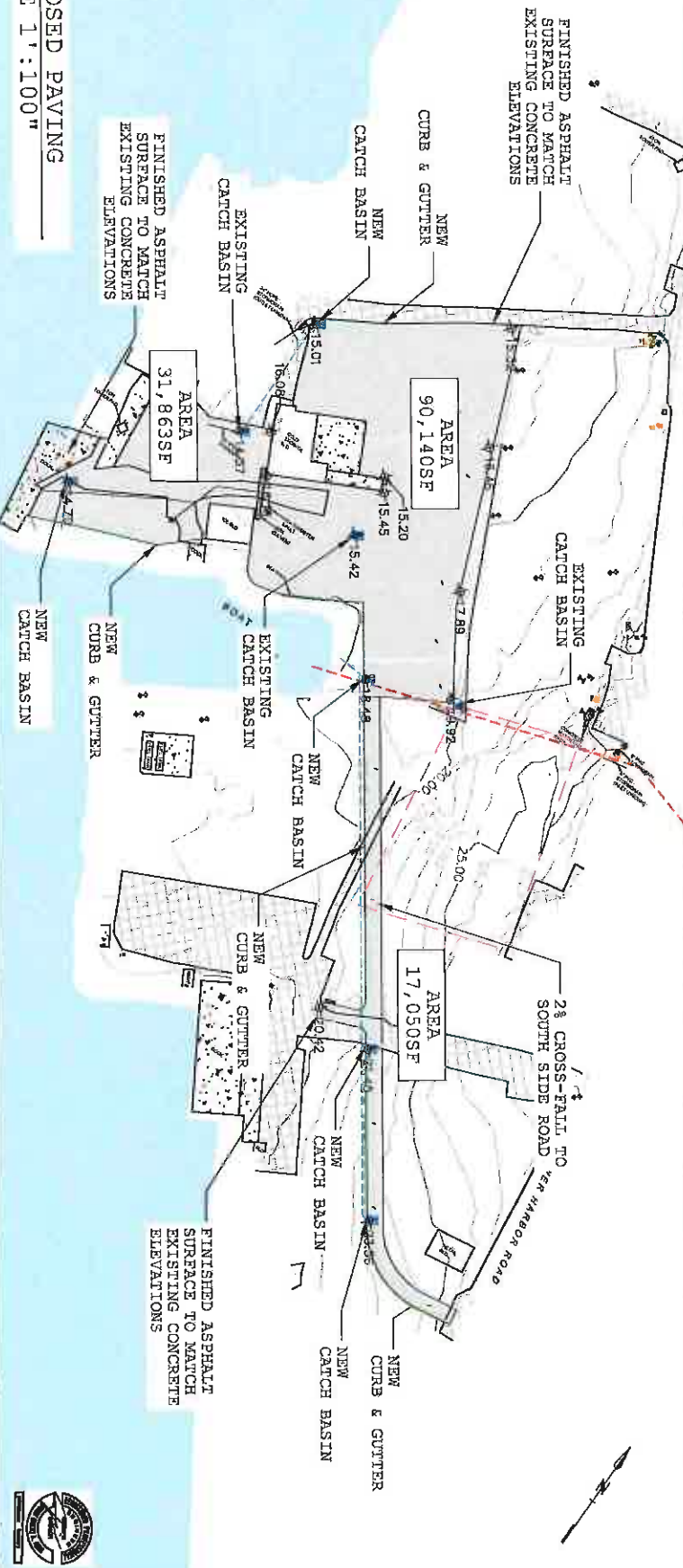
Date	04/04/2021
Drawn By	INFRADRAFT
Sheet No.	C-102
File No.	140

NO.	DATE	REVISION	BY





PROPOSED PAVING
SCALE 1" = 100'



Date: 04/04/2021
 Drawn By: INFRADRAFT
 Sheet No.: C-103
 File No.: 140

PREPARED FOR: (LOT 2900, MAP '36052200')
PORT OF BROOKINGS
 16330 Lower Harbor Rd, Brookings, OR 97415



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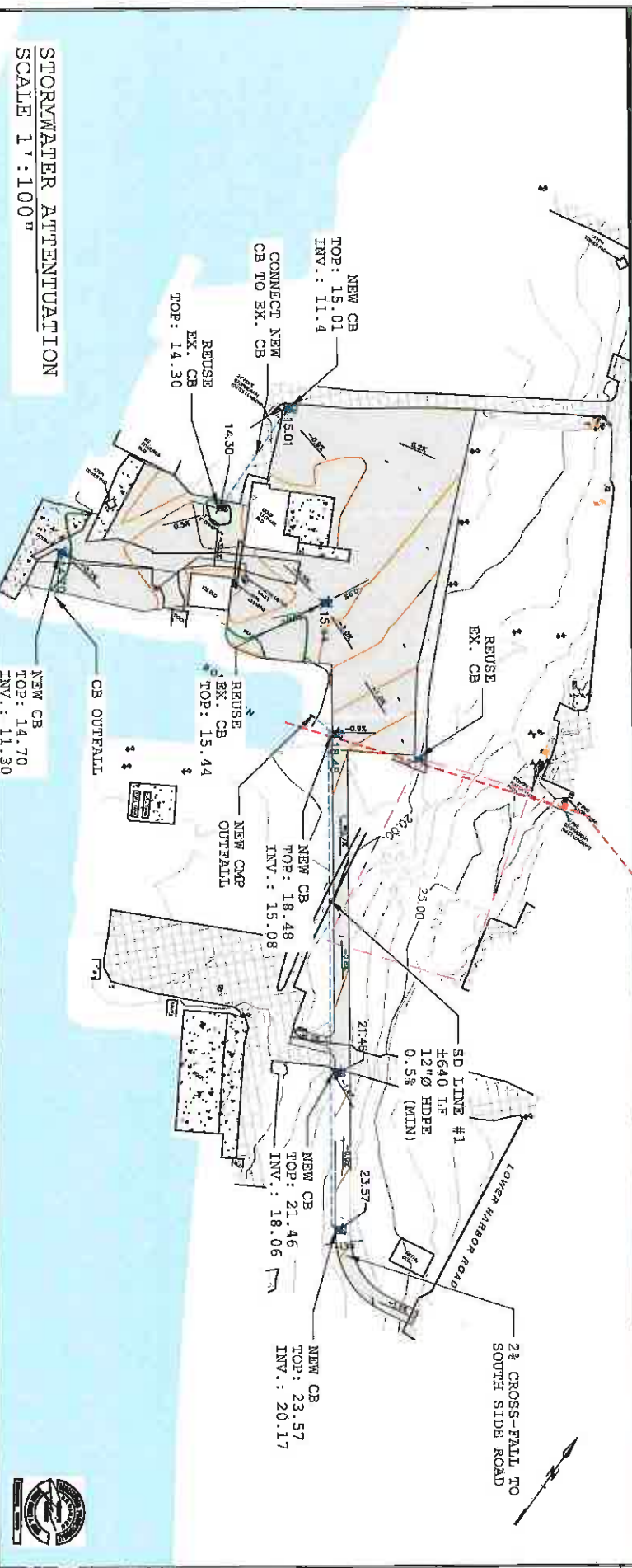
ENGINEER:

EMC

211

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Engineers/Scientists, LLC



STORMWATER ATTENUATION
SCALE 1" = 100'

PREPARED FOR: (LOT 2900, MAP '3608220B')
PORT OF BROOKINGS
 16330 Lower Harbor Rd, Brookings, OR 97415

DATE: 04/04/2021
 DRAWN BY: INFRADRAFT
 SHEET NO.: C-104
 FILE NO.: 140

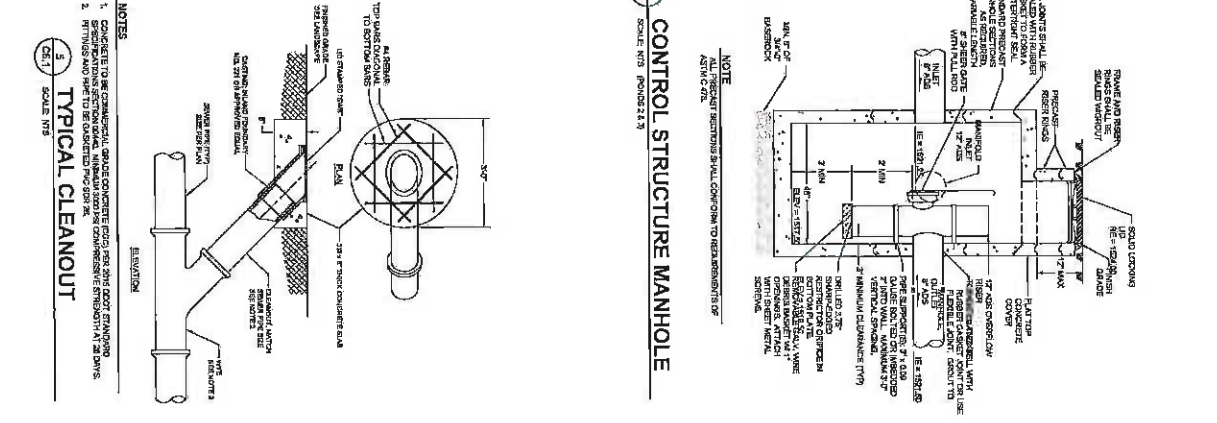
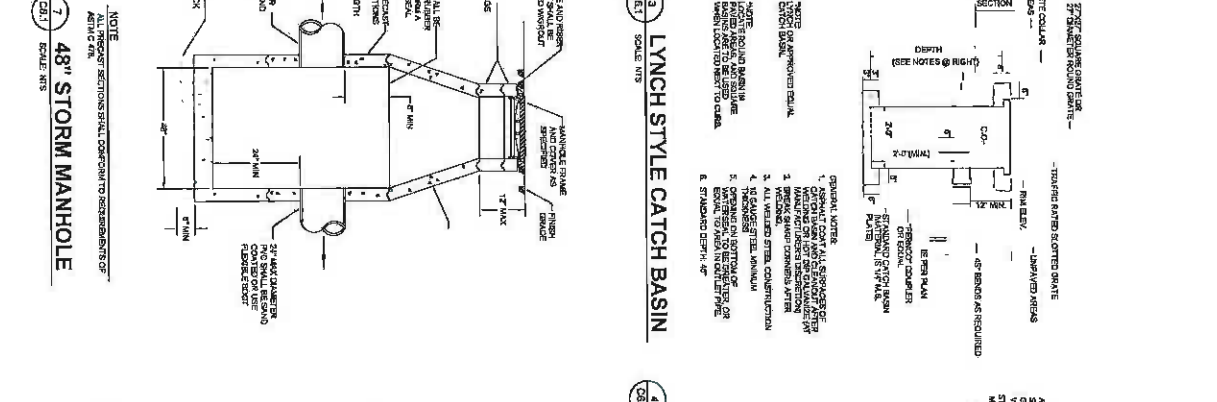
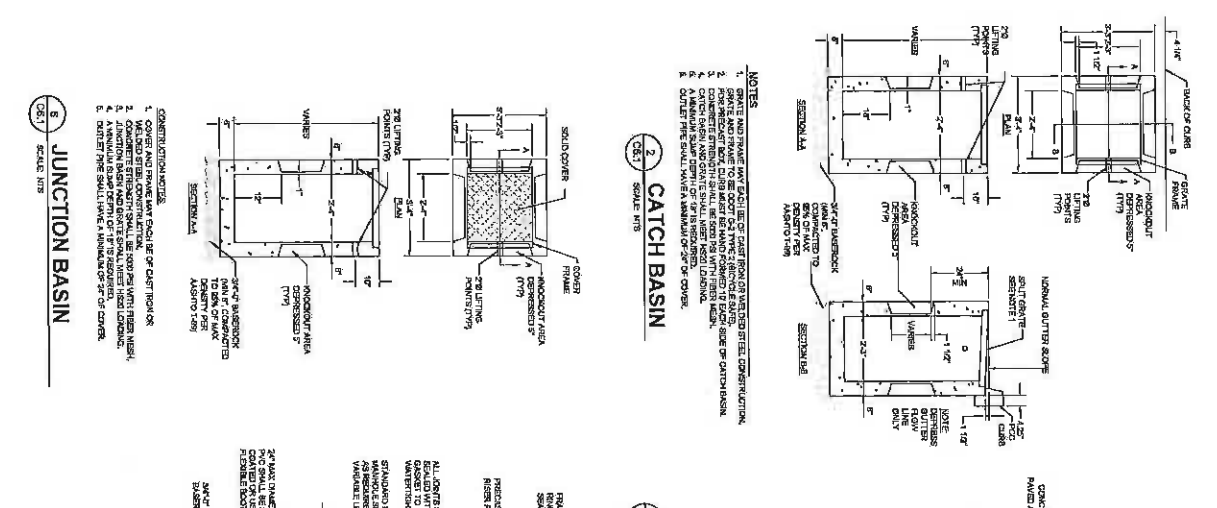
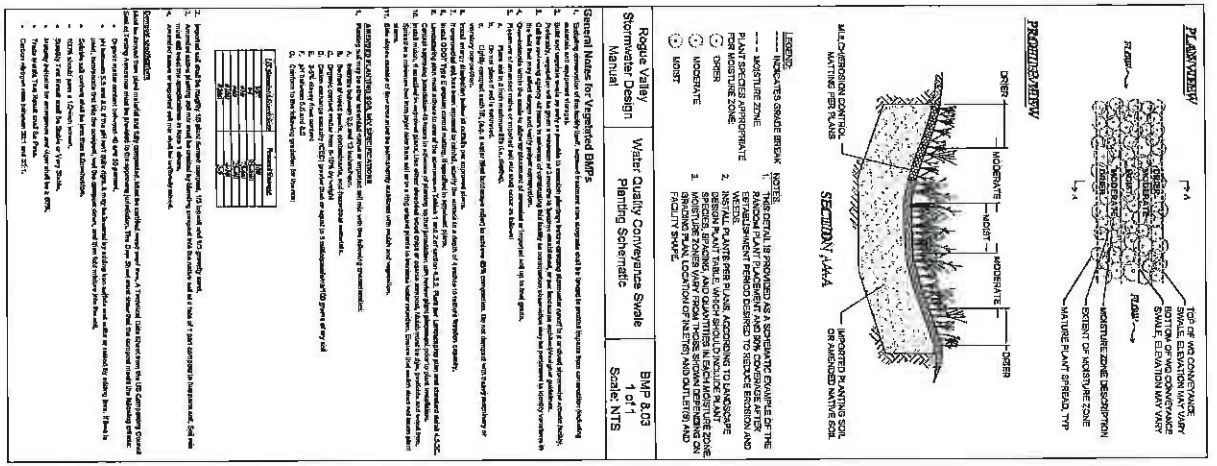
PORT OF BROOKINGS HARBOR

NO.	DATE	REVISION	BY

ENGINEER: **EMC**

212

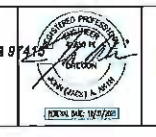
Engineers/Scientists, LLC



PORT OF BILBOKEG AND HARBOR
HMSF DRAINAGE
2020 IMPROVEMENTS

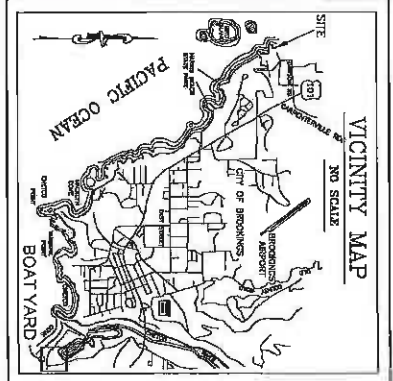
DATE: 09/07/20
 JOB NO: 20-XXX
 DRAWING BY: TAJ
 SCALE: 1/8"

C106
 PROJECT DETAILS



EMC
 Engineers/Scientists, I.L.C. in Business Technology Alliance

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 1000 W. Main Street, Greensboro, NC 27403
 1000 W. Main Street, Jacksonville, FL 32202
 1000 W. Main Street, Modesto, CA 95208
 Phone: (336) 850-1111 • Fax: (336) 850-1112
 Website: www.emc-engineers.com



GRADING NOTES

1. PRIOR TO THE CONSTRUCTION OF IMPROVEMENTS, THE CONTRACTOR SHALL OBTAIN THE NECESSARY PERMITS FROM THE PORT OF BROOKINGS AND THE OREGON DEPARTMENT OF TRANSPORTATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR THE COST OF THE SAME.
2. THE CONTRACTOR SHALL MAINTAIN EXISTING UTILITIES AND STRUCTURES UNLESS OTHERWISE INDICATED BY THE CONTRACT DOCUMENTS.
3. THE CONTRACTOR SHALL MAINTAIN EXISTING UTILITIES AND STRUCTURES UNLESS OTHERWISE INDICATED BY THE CONTRACT DOCUMENTS.
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15. THE CONTRACTOR SHALL MAINTAIN EXISTING UTILITIES AND STRUCTURES UNLESS OTHERWISE INDICATED BY THE CONTRACT DOCUMENTS.

GEOTECHNICAL NOTE

THE CONTRACTOR SHALL COORDINATE CONSTRUCTION ACTIVITIES WITH THE PROJECT ENGINEER FOR RECORD INFORMATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR THE COST OF THE SAME.

SHEET INDEX

C1.0	COVER SHEET
C1.1	EXISTING CONDITIONS
C1.2	FINISHED LOT GRADE
C1.3	PAVEMENT AREA
C1.4	STORMWATER CONFORMANCE
C1.5	PRODUCT DETAILS
C1.6	PRODUCT DETAILS

DATE: 26 JUN 2021
 SHEET No: 4
C1.0
 COVER SHEET

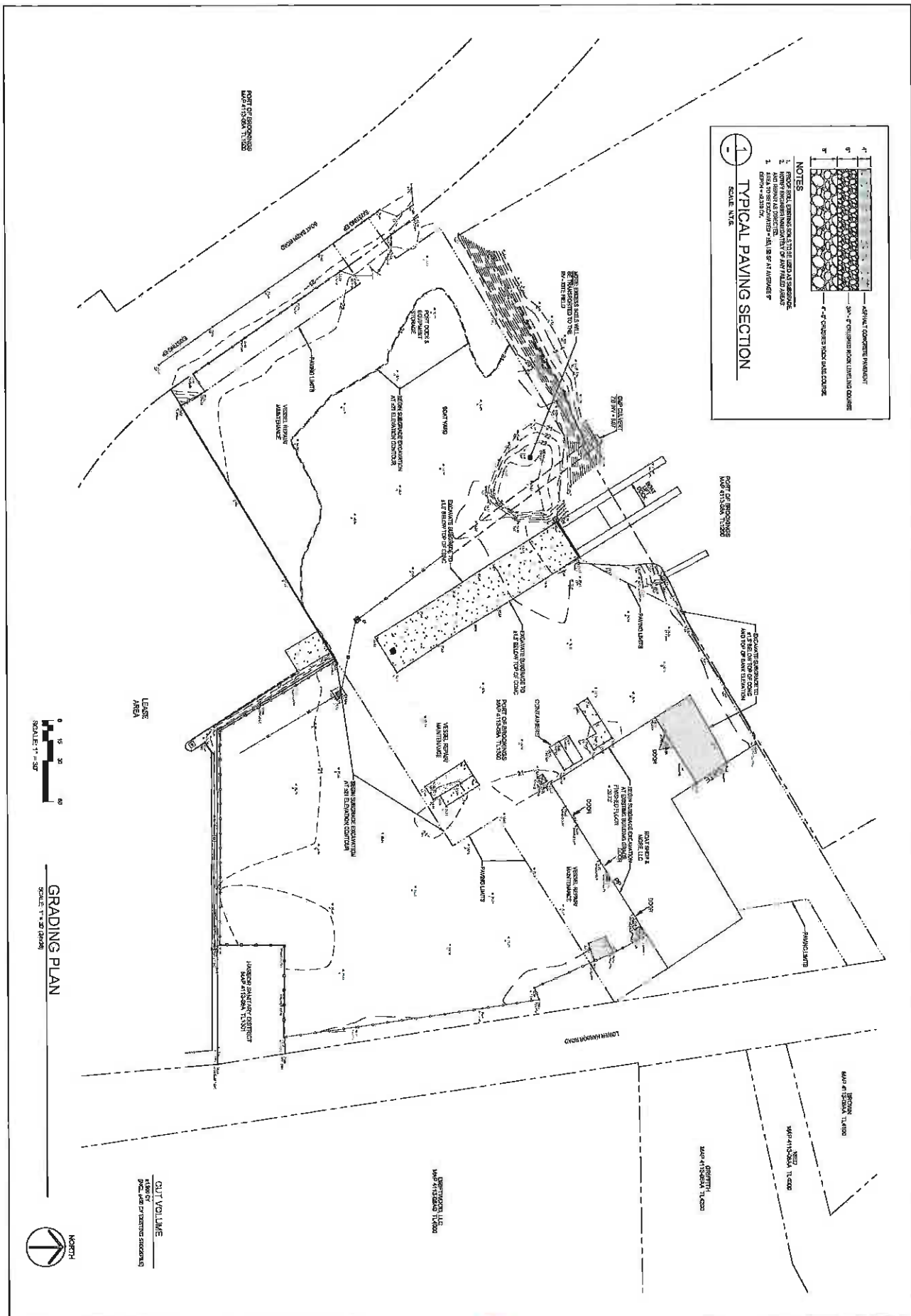
PORT OF BROOKINGS HARBOR
 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
BOAT YARD PAVING



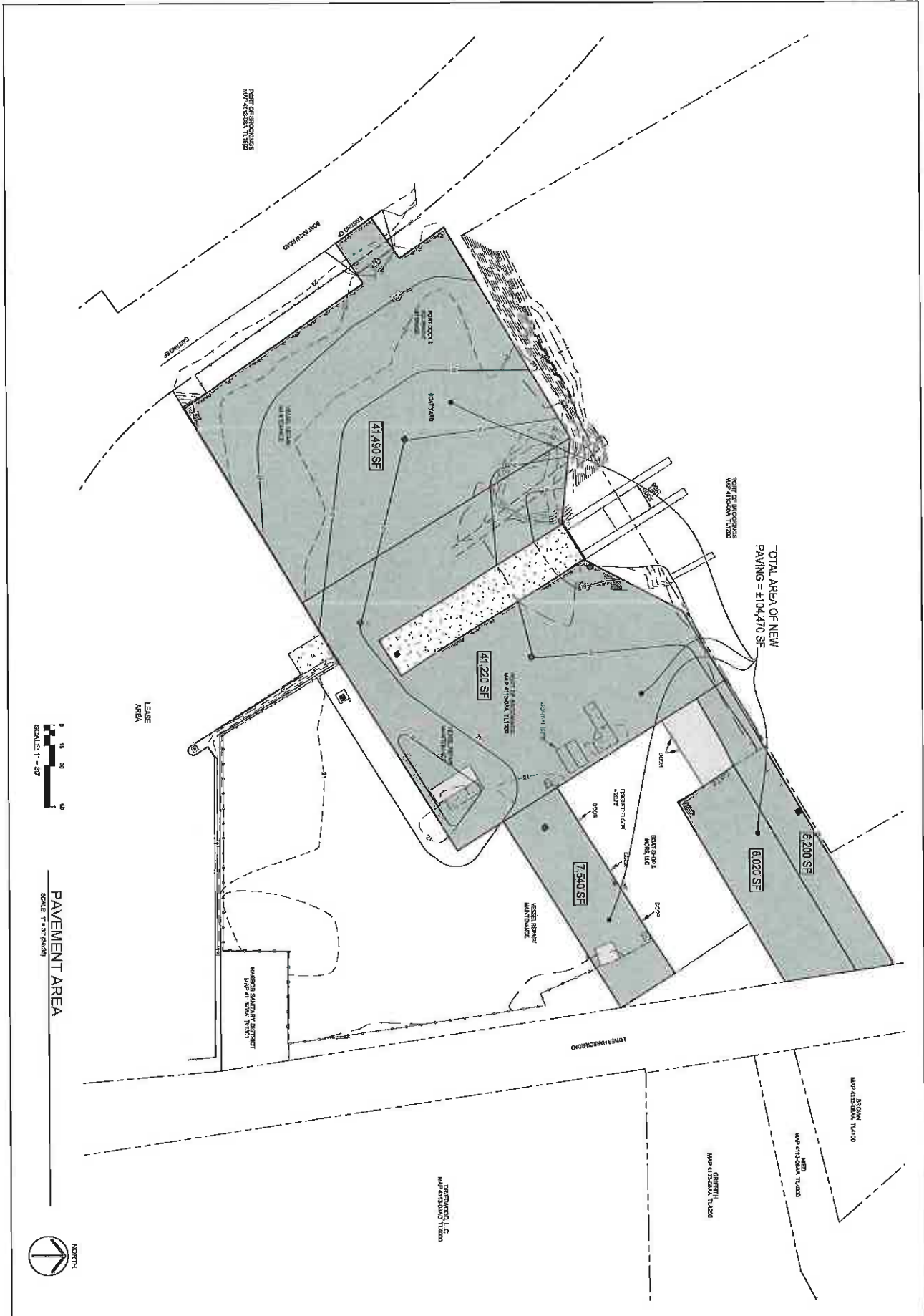
Grants Pass • Jacksonville • Medford, OR
 10100 Highway 99A, Grants Pass, OR 97527
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NO.	DATE	BY

215



	PORT OF BROOKINGS HARBOR 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415 BOAT YARD PAVING	EMC Engineers/Scientists, LLC Grants Pass • Jacksonville • Medford, OR 11111 NE 11th Street, Suite 214, Grants Pass, OR 97527 541-875-9224 • Fax 541-875-9225 • Email: info@emc-engineers.com 11111 NE 11th Street, Suite 214, Medford, OR 97504 541-753-9224 • Fax 541-753-9225 • Email: info@emc-engineers.com 11111 NE 11th Street, Suite 214, Jacksonville, OR 97531 541-753-9224 • Fax 541-753-9225 • Email: info@emc-engineers.com	REVISIONS NO. DATE BY
	DRAWN BY: JG DATE: 26 JAN 2021 SHEET NO.: C2.1 GRADING PLAN		217



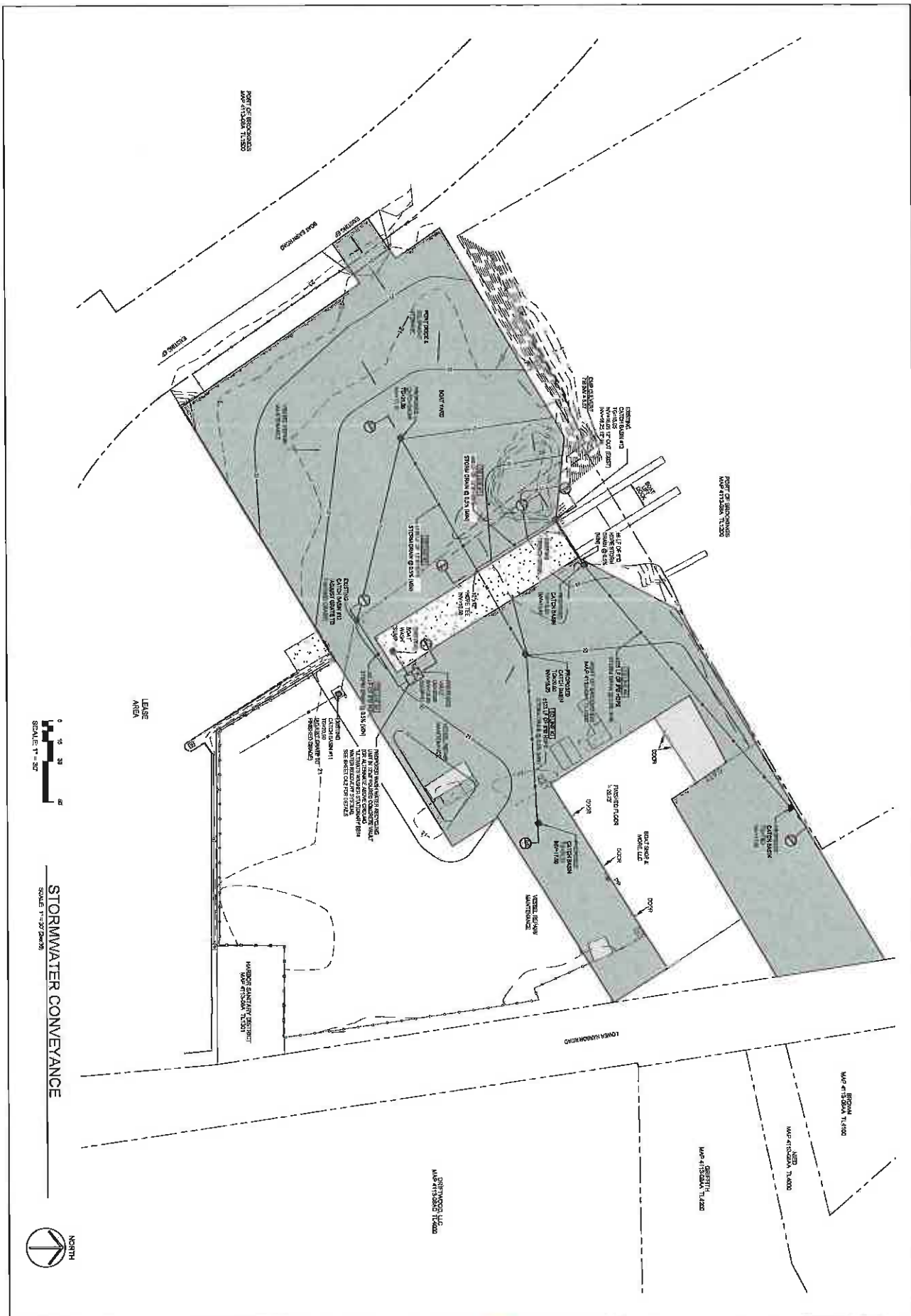
DRAWN BY: JG
 DATE: 26 JAN 2021
 SHEET NO: 1
C3.0
 PAVEMENT AREAS

PORT OF BROOKINGS HARBOR
 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
BOAT YARD PAVING



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NO.	REVISION	DATE



STORMWATER CONVEYANCE



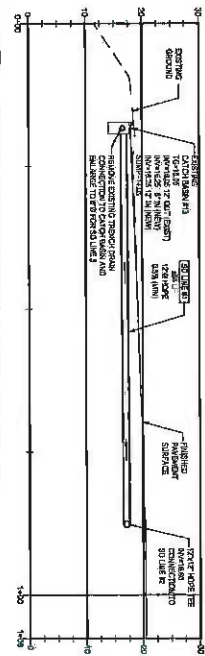
STORMWATER CONVEYANCE
C4.0
SHEET NO. 4

PORT OF BROOKINGS HARBOR
16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
BOAT YARD PAVING

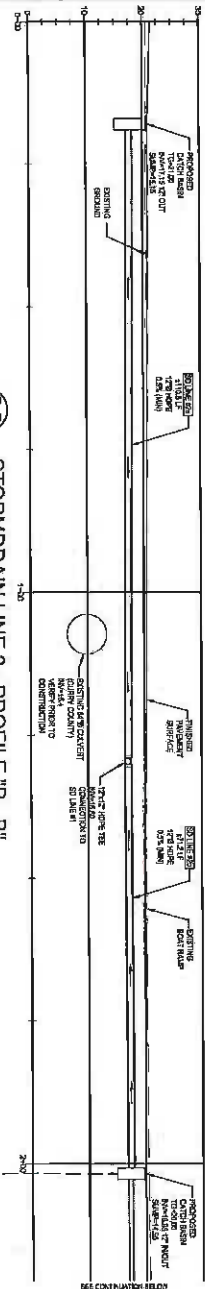


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 037 037000 1867 1867 William Way • Suite 216, Grants Pass, OR, 97507
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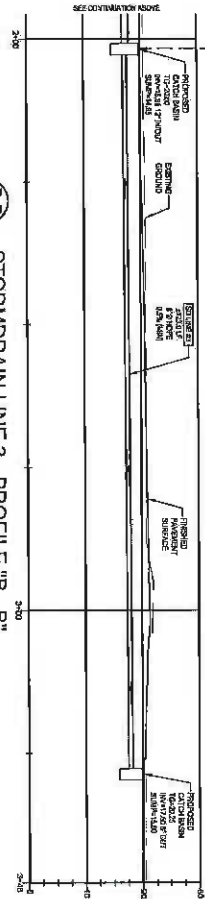
NO.	REVISION	DATE



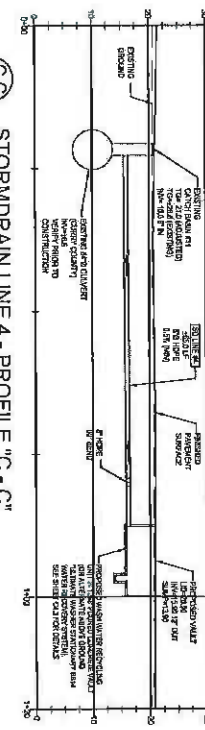
A-A STORMDRAIN LINE 1 - PROFILE "A-A"
SCALE: 1" = 10' (H&V)



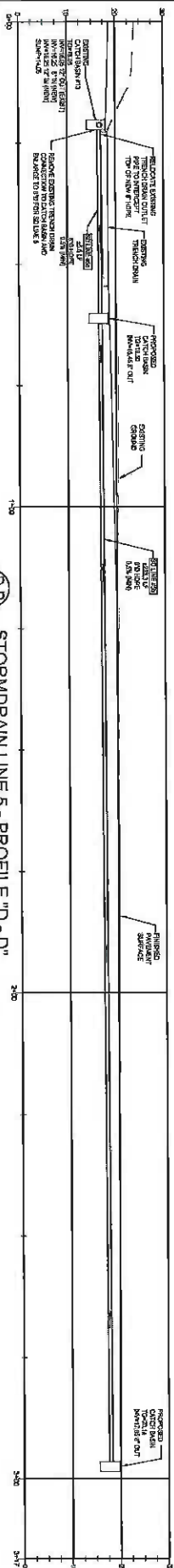
B-B STORMDRAIN LINE 2 - PROFILE "B-B"
SCALE: 1" = 10' (H&V)



B-B STORMDRAIN LINE 3 - PROFILE "B-B"
SCALE: 1" = 10' (H&V)

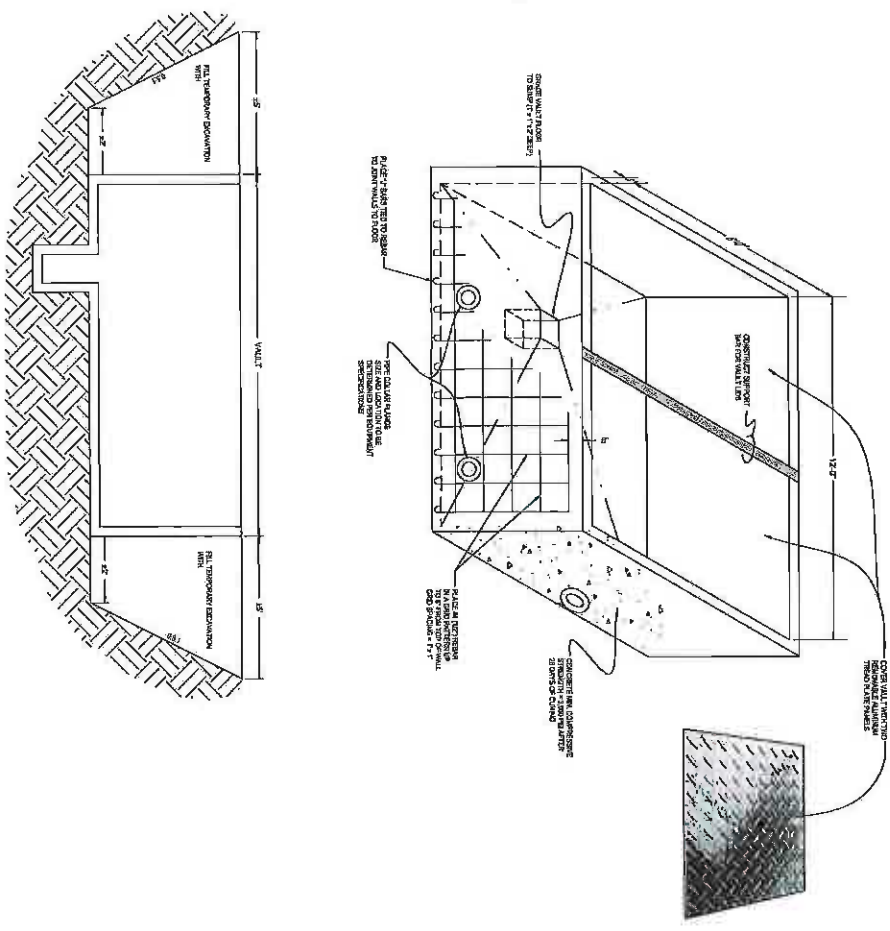


C-C STORMDRAIN LINE 4 - PROFILE "C-C"
SCALE: 1" = 10' (H&V)

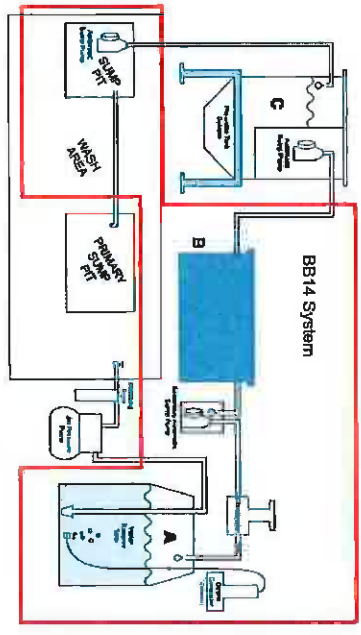


D-D STORMDRAIN LINE 5 - PROFILE "D-D"
SCALE: 1" = 10' (H&V)

		Grants Pass • Jacksonville • Medford, OR 2500 NE Oregon Ave., Suite 216, Grants Pass, OR 97521 P: 541-875-8424 • C: 541-261-8928 • F: 541-261-2215 www.emcengineers.com	REVISIONS NO. DESCRIPTION 1
		PORT OF BROOKINGS HARBOR 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415 BOAT YARD PAVING	DRAWN BY: JS DATE: 26 JAN 2021 C4.1 SHEET NO. 4



1 PRELIMINARY WASHWATER RECYCLING VAULT
SCALE: N.P.S.



ULTIMATE WASHER STATIONARY BB14 WATER RECOVERY SYSTEM

- REVISIONS:**
- 1. REVISED TO SHOW THE WASH TANK AND WASH PUMP.
 - 2. REVISED TO SHOW THE PRIMARY PUMP AND WATER TREATMENT.
 - 3. REVISED TO SHOW THE WATER RECOVERY COMPONENTS.
 - 4. REVISED TO SHOW THE WASH TANK AND WASH PUMP.
 - 5. REVISED TO SHOW THE PRIMARY PUMP AND WATER TREATMENT.
 - 6. REVISED TO SHOW THE WATER RECOVERY COMPONENTS.
 - 7. REVISED TO SHOW THE WASH TANK AND WASH PUMP.
 - 8. REVISED TO SHOW THE PRIMARY PUMP AND WATER TREATMENT.
 - 9. REVISED TO SHOW THE WATER RECOVERY COMPONENTS.
 - 10. REVISED TO SHOW THE WASH TANK AND WASH PUMP.
 - 11. REVISED TO SHOW THE PRIMARY PUMP AND WATER TREATMENT.
 - 12. REVISED TO SHOW THE WATER RECOVERY COMPONENTS.



2 ALTERNATE ABOVE-GROUND WASHWATER RECYCLING UNIT
SCALE: N.P.S.

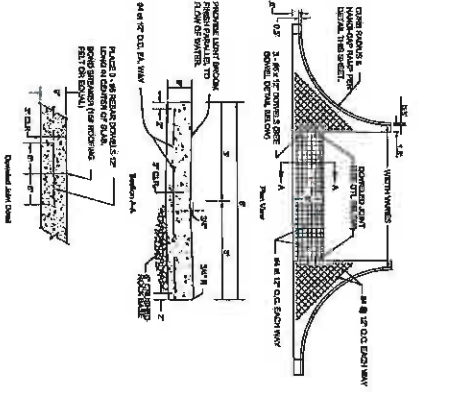
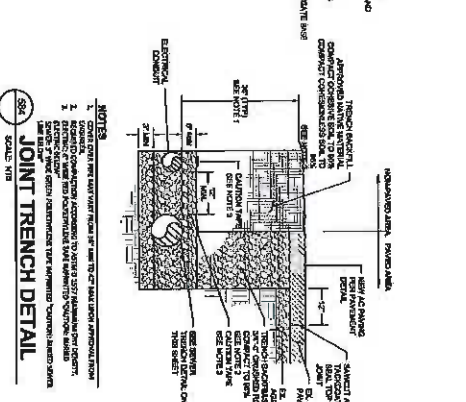
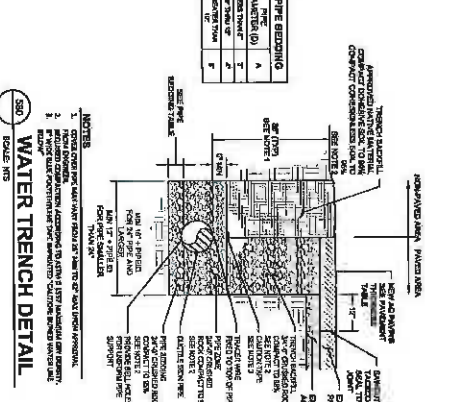
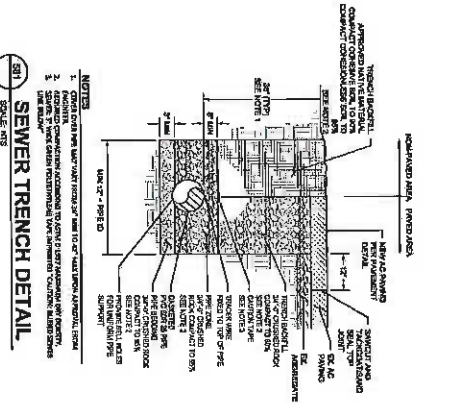
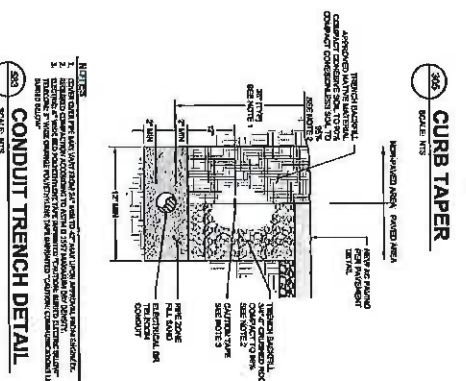
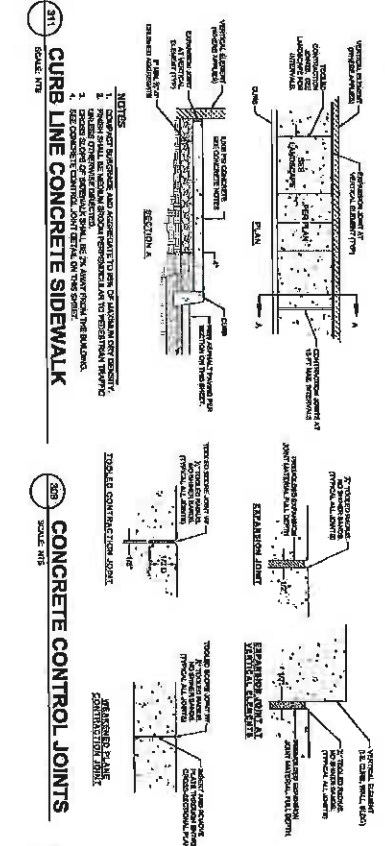
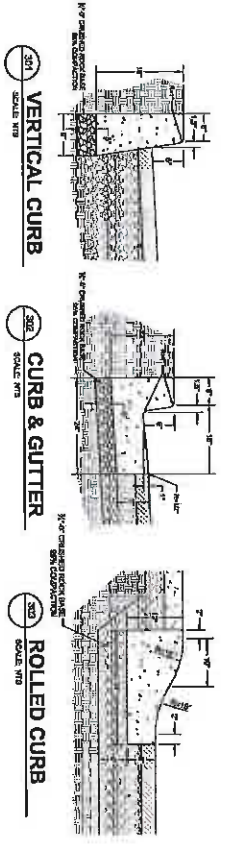
REVISED	BY

Grants Pass • Jacksonville • Medford, OR
 CP Office 1047 Williams Hwy, Suite 214, Grants Pass, OR 97527
 Phone: 541-862-9644 Fax: 541-862-9645
 Email: info@emc-engineers.com Website: www.emc-engineers.com
 - Engineers/Scientists, LLC



PORT OF BROOKINGS HARBOR
 16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
BOAT YARD PAVING

DRAWN BY: JS
 DATE: 26 JUN 2021
C6.0
 PROJECT DETAILS

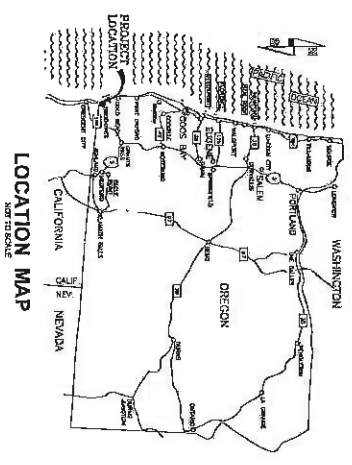


TYPE	THICKNESS (D)	HEIGHT (H)
1	4"	12"
2	4"	12"
3	4"	12"
4	4"	12"
5	4"	12"
6	4"	12"



PORT OF BROOKINGS HARBOR

KITE FIELD RV PARK



KITE FIELD PARK EXTENTS

LEGEND:

	PORT PIER/BOWTIE		FIRE HYDRANT
	PORT WATER VALVE		WATER VALVE
	PORT SEWER		WATER METER
	PORT MANHOLE		STORM WATER INLET
	PORT STORM SEWER		STORM WATER VALVE
	PORT STORM VALVE		STORM WATER METER
	PORT STORM INLET		STORM WATER ASSEMBLY
	PORT STORM VALVE INLET		FIRE HYDRANT CONNECTION
	PORT STORM VALVE OUTLET		END PLUG
	PORT STORM VALVE INLET/OUTLET		TILE
	PORT STORM VALVE INLET/OUTLET/INLET		SANITARY SEWER CLEANOUT
	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET		SANITARY SEWER MANHOLE
	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET		STORM SEWER CLEANOUT
	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET/OUTLET		STORM SEWER MANHOLE
	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET		STORM SEWER INLET
	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/OUTLET		STORM SEWER INLET/INLET
	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET		STORM SEWER INLET/INLET/INLET
	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/INLET		STORM SEWER INLET/INLET/INLET/INLET
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	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/INLET/INLET/INLET		STORM SEWER INLET/INLET/INLET/INLET/INLET/INLET
	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/INLET/INLET/INLET/INLET		STORM SEWER INLET/INLET/INLET/INLET/INLET/INLET/INLET
	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/INLET/INLET/INLET/INLET/INLET		STORM SEWER INLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET
	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET		STORM SEWER INLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET
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	PORT STORM VALVE INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/OUTLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET		STORM SEWER INLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET/INLET



PROJECT OVERVIEW

DRAWING REGISTER

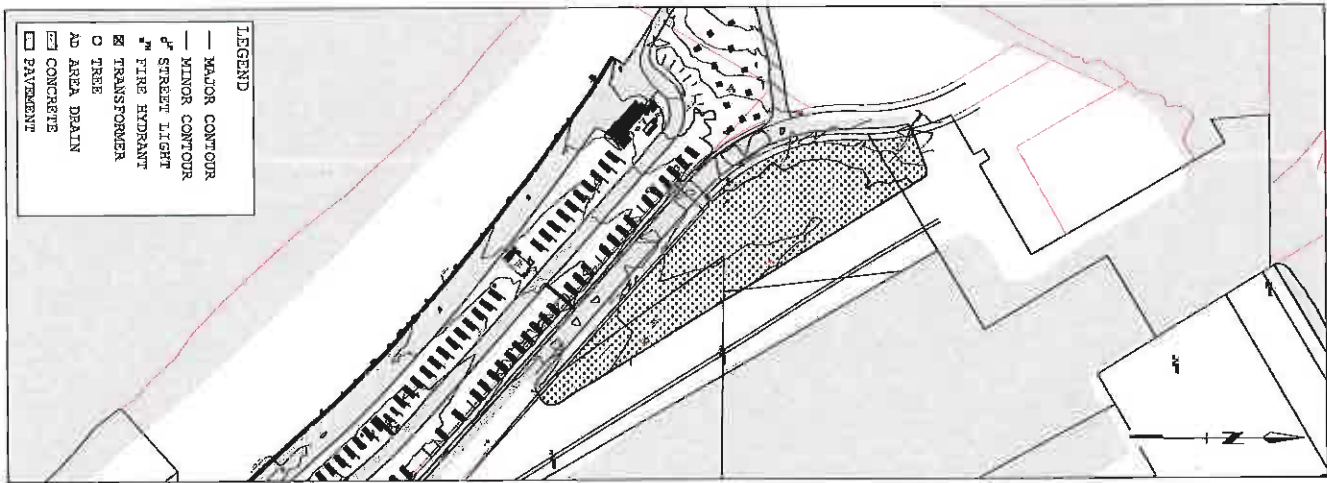
Number	Title
C1.0	COVER SHEET
C1.1	EXISTING CONDITIONS
C2.0	SEQUENCING
C2.1	SEQUENCING
C2.2	SEQUENCING
C2.3	SEQUENCING DETAILS
C3.0	PRELIMINARY RV PARK DESIGN
C4.0	ROAD SECTIONS
C4.1	GENERAL NOTES
C5.0	FCS STANDARD DETAILS
C5.1	FCS GENERAL NOTES

ORIGINAL DRAWING REQUIRED FOR THIS PROJECT. THIS DRAWING IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM. THE USER OF THIS DRAWING SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THIS DRAWING IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF THE ENGINEER OF RECORD.

<p>C1.0</p> <p>PROJECT DETAILS</p>	<p>DATE: 17/01/21</p> <p>TOR NO: 20-XXXX</p>	<p>DESIGNED BY: TAM</p> <p>CHECKED BY: TAM</p>	<p>PORT OF BROOKINGS HARBOR</p> <p>1830 LOWER HARBOR ROAD, BROOKINGS, OR 97415</p> <p>KITE FIELD RV PARK</p>		<p>Engineers/Scientists, LLC or Planners/Trainers/Architects</p>
	<p>1830 LOWER HARBOR ROAD, BROOKINGS, OR 97415</p>		<p>1830 LOWER HARBOR ROAD, BROOKINGS, OR 97415</p>		<p>Copyright © 2021 EMC, Inc. All Rights Reserved.</p>
	<p>1830 LOWER HARBOR ROAD, BROOKINGS, OR 97415</p>		<p>1830 LOWER HARBOR ROAD, BROOKINGS, OR 97415</p>		<p>1830 LOWER HARBOR ROAD, BROOKINGS, OR 97415</p>



PORT OF BROOKINGS-HARBOR
TAX LOTS



PORT OF BROOKINGS-HARBOR
TOPOGRAPHIC SURVEY



PORT OF BROOKINGS-HARBOR
EXISTING ACTION AREA



226

PORT OF BROOKINGS
16330 Lower Harbor Rd, Brookings, OR 97415

KITE FIELD RV PARK
FILE NUM: PB116

DATE: 17/01/21

DRAWN BY: INFRADRAFT
SHEET NO: C1.1

EXISTING CONSTRUCTORS

PORT OF BROOKINGS HARBOR

No.	DATE	REVISION	BY

ENGINEER:

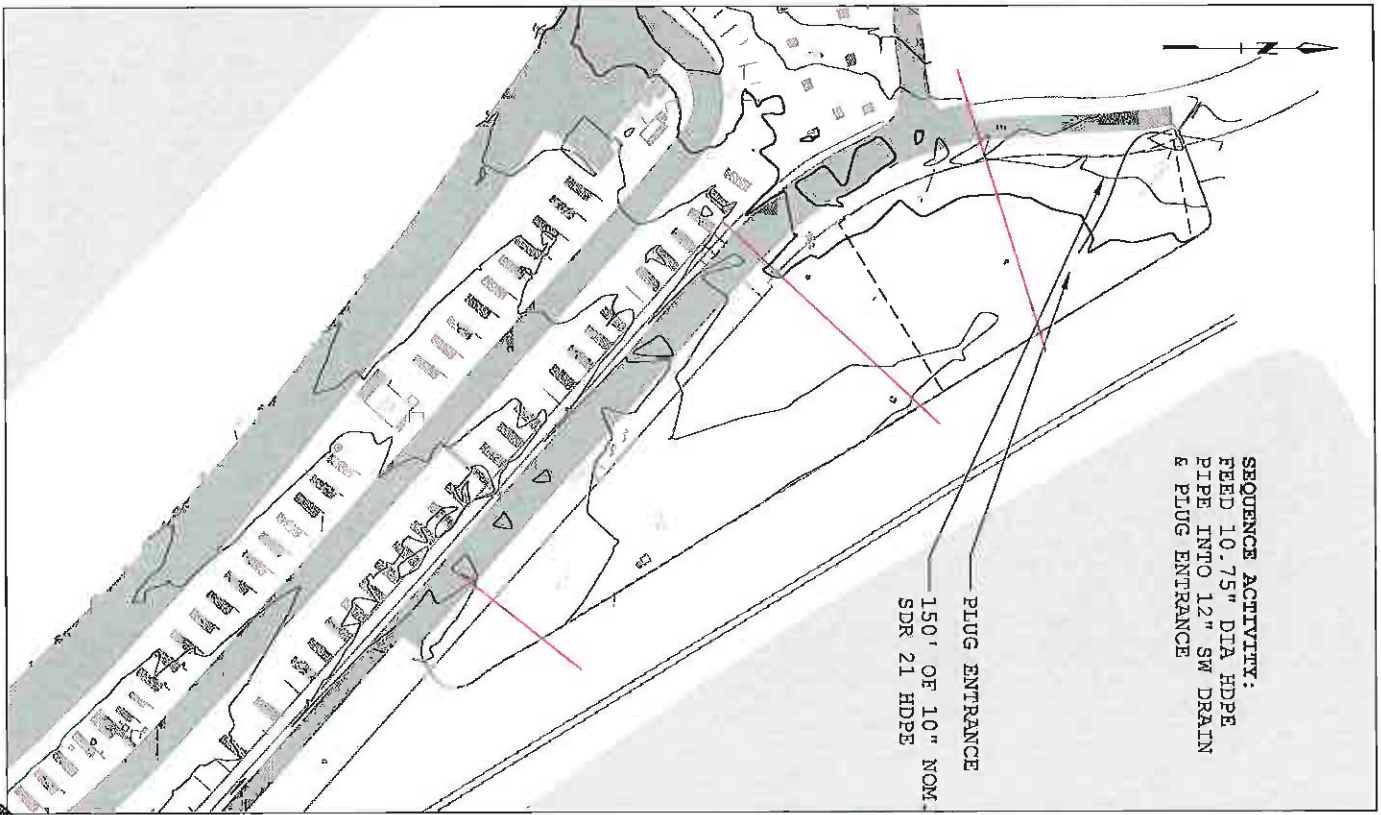
EMC

17000 S.W. Jefferson Way, Portland, OR 97224
503.253.4663
www.emc-engineers.com

Engineers/Architects, LLC



SEQUENCE #0: EXISTING CONDITIONS
SCALE 1"=80'



SEQUENCE #1: SEDIMENT & COLLECTION AREA
SCALE 1"=80'



PORT OF BROOKINGS
16330 Lower Harbor Rd, Brookings, OR 97415
KITE FIELD RV PARK
FILE NUM: PB116



No.	DATE	REVISION	BY

ENGINEER:

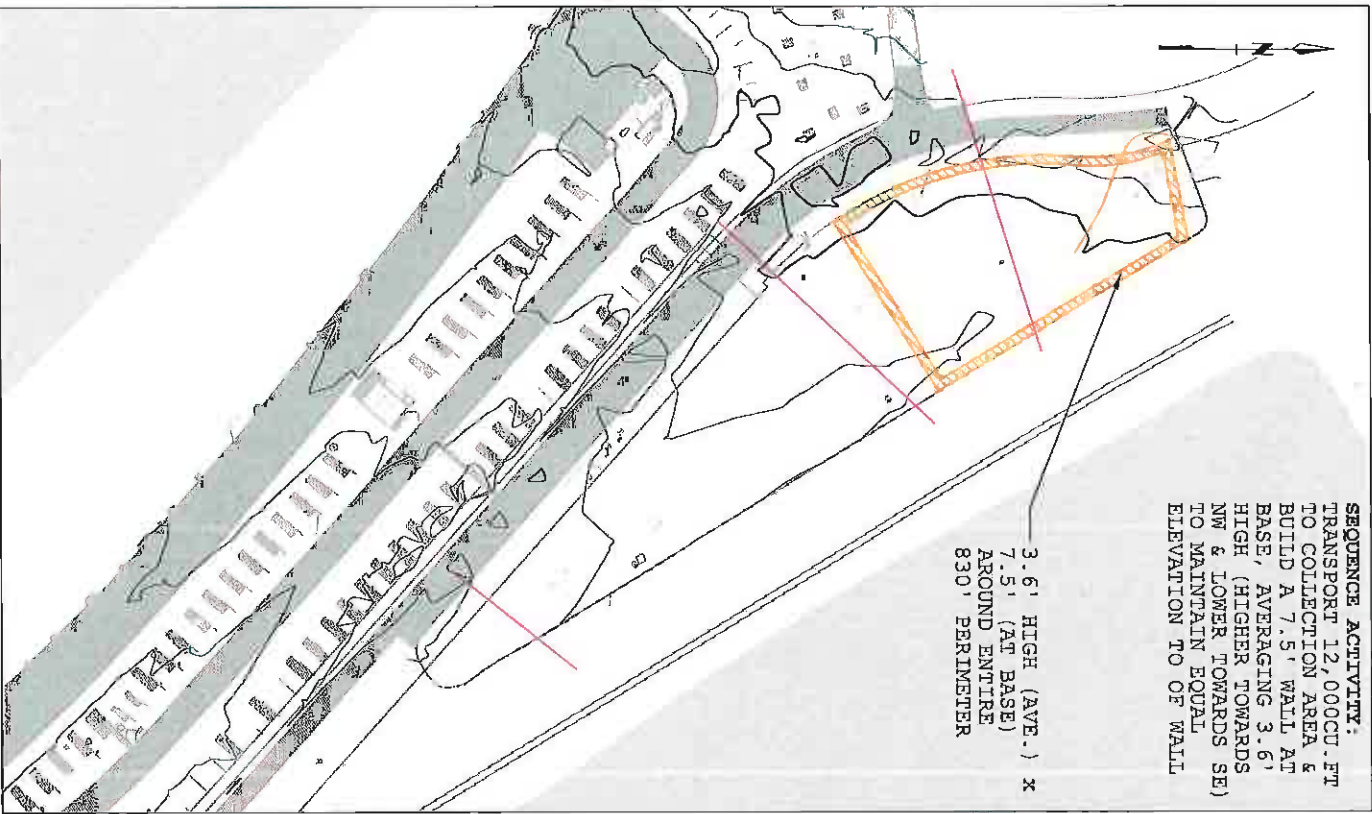
EMC
Engineers/Scientists, LLC

10000 NE Oregon St., Astoria, OR 97103
503.325.1234
www.emc-engineers.com

Date: 17/01/2021
Drawn by: INFRADRAFT
Sheet No.: **C2.0**
SEQUENCING

SEQUENCE ACTIVITY:
 TRANSPORT 12,000 CU. FT
 TO COLLECTION AREA &
 BUILD A 7.5' WALL AT
 BASE, AVERAGING 3.6'
 HIGH (HIGHER TOWARDS
 NW & LOWER TOWARDS SE)
 TO MAINTAIN EQUAL
 ELEVATION TO OF WALL

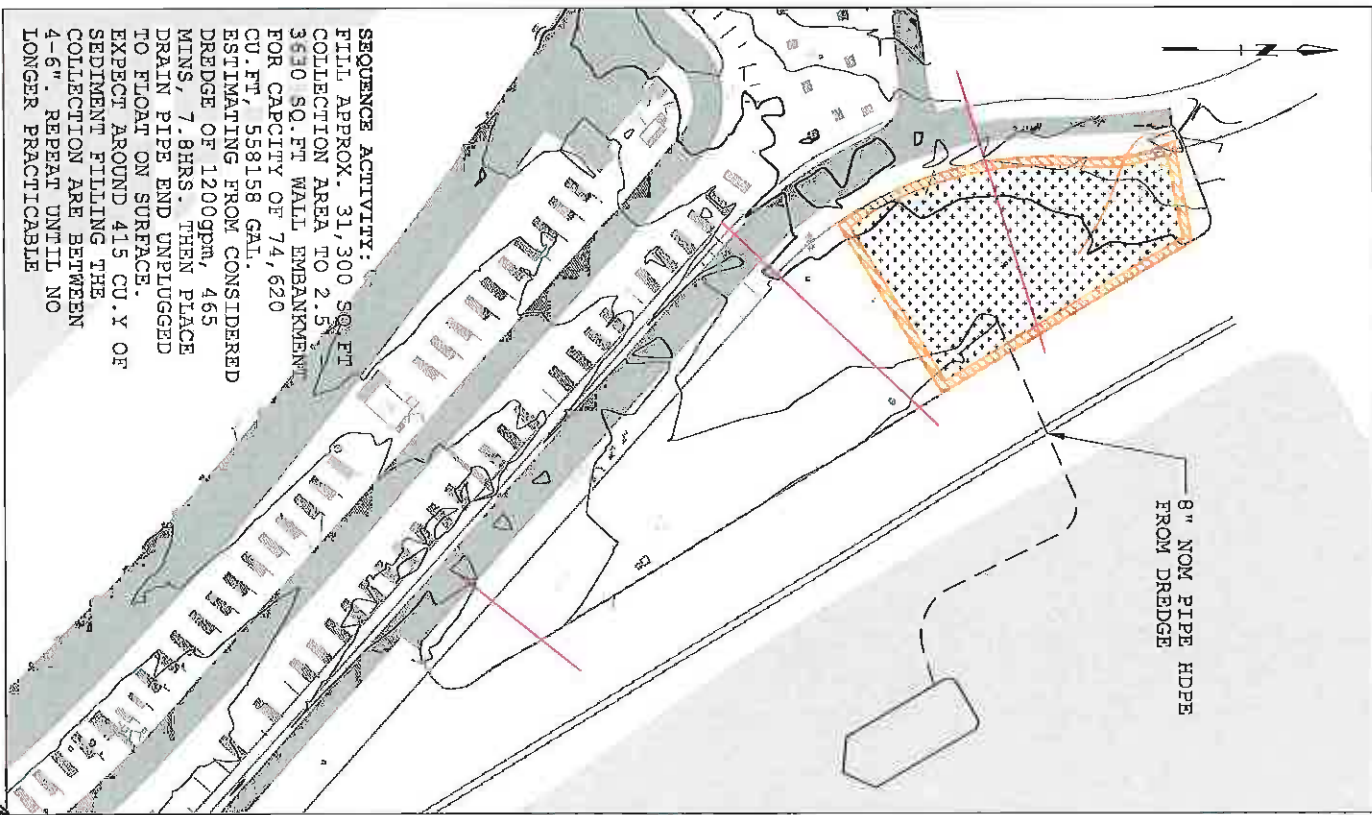
3.6' HIGH (AVE.) X
 7.5' (AT BASE)
 AROUND ENTIRE
 830' PERIMETER



SEQUENCE #2: PERIMETER WALL
 SCALE 1"=80'

8" NOM PIPE HDPE
 FROM DREDGE

SEQUENCE ACTIVITY:
 FILL APPROX. 31,300 SQ. FT
 COLLECTION AREA TO 2.5'
 3630 SQ. FT WALL EMBANKMENT
 FOR CAPACITY OF 74,620
 CU. FT, 558158 GAL.
 ESTIMATING FROM CONSIDERED
 DREDGE OF 1200gpm, 465
 MINS, 7.8HRS. THEN PLACE
 DRAIN PIPE END UNPLUGGED
 TO FLOAT ON SURFACE.
 EXPECT AROUND 415 CU. Y OF
 SEDIMENT FILLING THE
 COLLECTION ARE BETWEEN
 4-6". REPEAT UNTIL NO
 LONGER PRACTICABLE

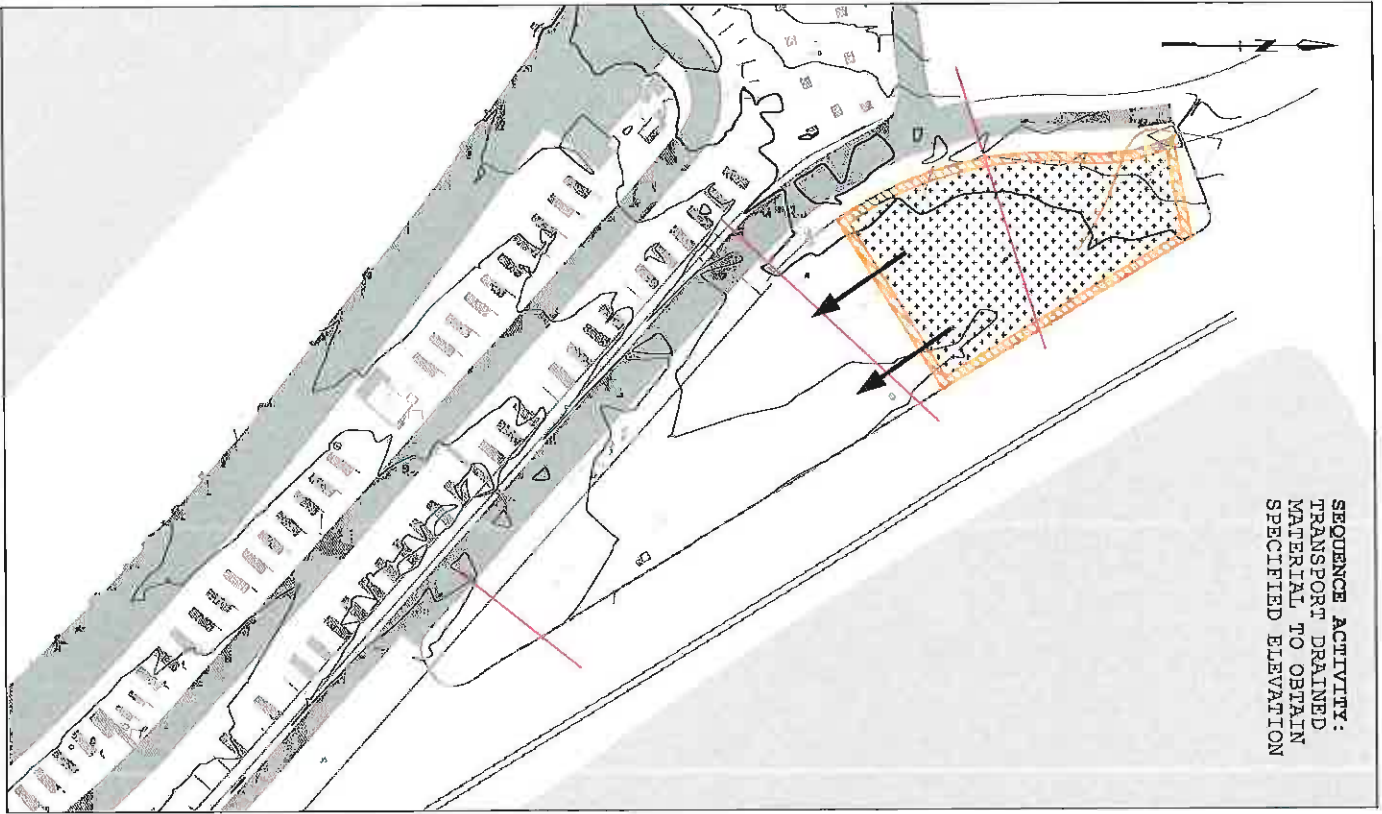


SEQUENCE #3: FILLING PART 1
 SCALE 1"=80'



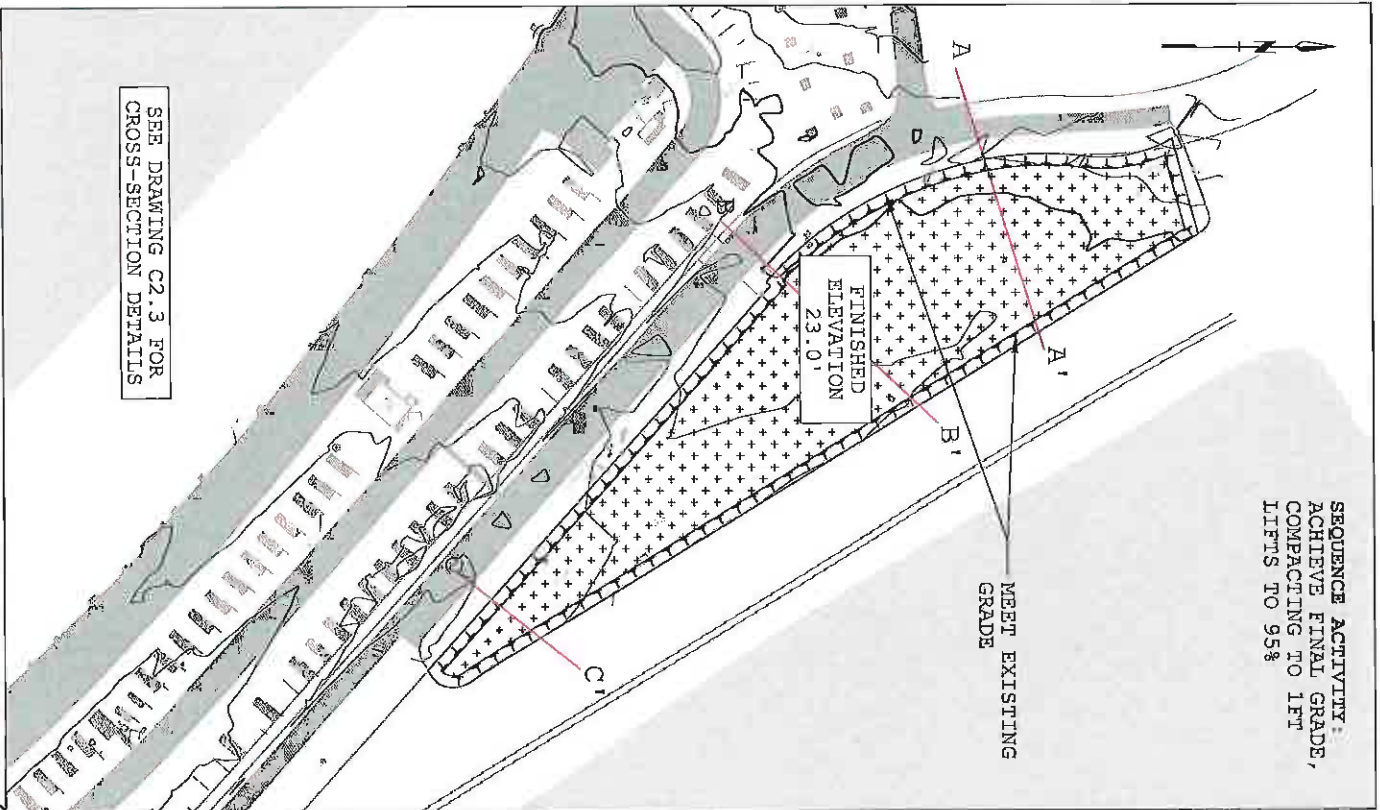
NO.	DATE	REVISION	BY

SEQUENCE #4: TRANSPORT MATERIAL
SCALE 1"=80'



SEQUENCE ACTIVITY:
TRANSPORT DRAINED
MATERIAL TO OBTAIN
SPECIFIED ELEVATION

SEQUENCE #5: GRADING AND COMPACTION
SCALE 1"=80'



SEE DRAWING C2.3 FOR
CROSS-SECTION DETAILS

FINISHED
ELEVATION
23.0'

MEET EXISTING
GRADE

SEQUENCE ACTIVITY:
ACHIEVE FINAL GRADE,
COMPACTING TO LEFT
LIFTS TO 95%

229



PORT OF BROOKINGS

16330 Lower Harbor Rd, Brookings, OR 97415

KITE FIELD RV PARK
FILE NUM. PB116



No.	DATE	REVISION	BY

ENGINEER:



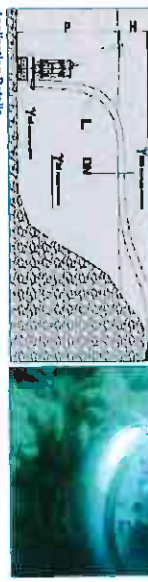
EMC
Engineers & Architects, Inc.
12000 NE 28th Street, Suite 100, Vancouver, WA 98684
206.835.1234
www.emc-engineers.com

Date: 17/01/2021
Drawn By: NFRADRAFT
Sheet No: C2.2
SEQUENCING

Project No.	17-01-Z021	Date	Oct 20, 2020
Client	Port of Brookings	Author	Marina

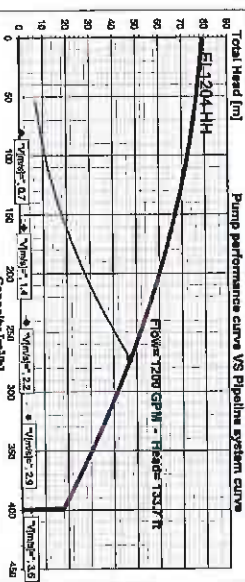
Mixture Details

Solids concentration in the mixture
 % by volume: 25%
 % by weight: 40%
 Soil Particle Diameter
 Particle Median Diameter
 Liquid SG: 1 kg/dm³
 Solids SG: 2 kg/dm³
 Mixture Specific Gravity: 1.25 kg/dm³
 Fluid dynamic viscosity: 0.001 Pa·s



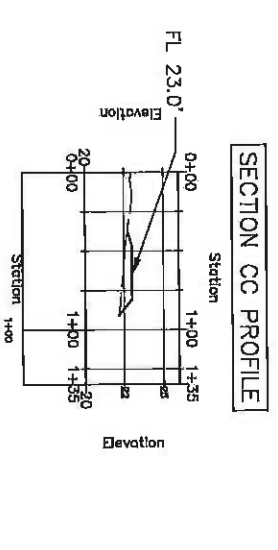
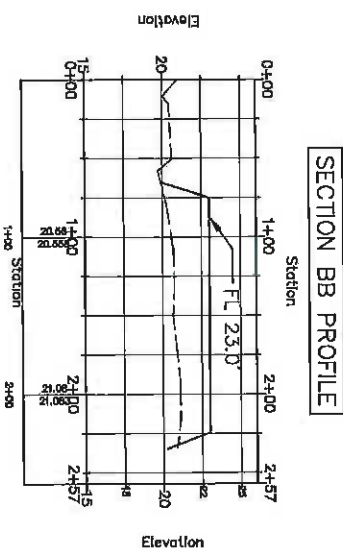
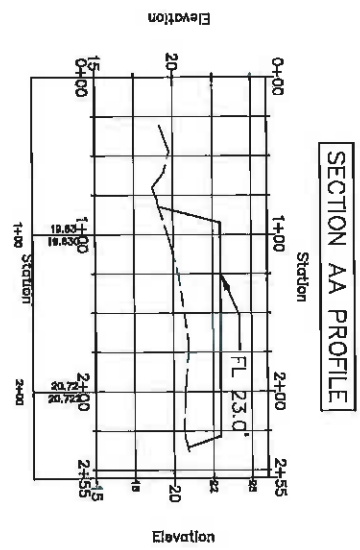
Application Data
 Geopipe (ft) = H
 Geopipe Height (Meter) = P
 Pipeline Total Length = L
 Pipe Internal Diameter = DN
 Total Mixture Capacity

Geopipe (ft)	1.2m	4ft
Geopipe Height (Meter)	18.2m	59ft
Pipeline Total Length	914.4m	3000ft
Pipe Internal Diameter	198.2mm	7.803 inch
Total Mixture Capacity	273 m ³	1280 CFM



All the above results come from theoretical calculations. The actual concentrations can vary from 10% to 50% pump capacity due to being the pump's capacity to contain content from the pipeline. The working depth, the static head and the ability of the operator to produce with 50% and 90% head values when the slurry's viscosity significantly with hard sand placed deep.

SEDIMENT DRAGFLOW SPECIFICATIONS



CROSS-SECTIONS NTS
 SEE DRAWING C2.2

230

KITE FIELD RV PARK PRELIMINARY LAYOUT
 SCALE 1" = 50'



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PORT OF BROOKINGS

18330 Lower Harbor Rd, Brookings, OR 97415

KITE FIELD RV PARK
 FILE NUM: PB116

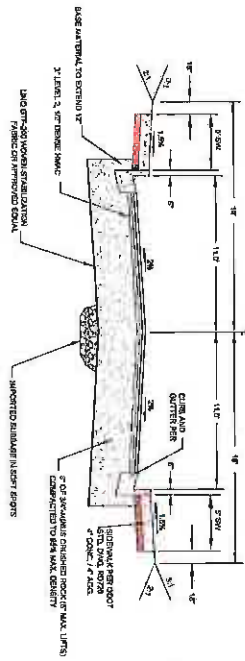


No.	DATE	REVISION	BY

ENGINEER

Green Point • Jacksonville • Portland, OR
 4250 NE 21st Avenue, Suite 200, Portland, OR 97211
 Phone: 503.251.1111 • Fax: 503.251.1112
 www.emc-engineers.com • Engineers/Scientists, LLC

Date: 17/01/2021
 Drawn by: INFRADRAFT
 Sheet No: 3.0
 PRELIM LAYOUT



STREET SECTION
THE PORT OF BROOKINGS HARBOR STREET STANDARDS

- NOTES**
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE PORT OF BROOKINGS HARBOR STREET STANDARDS.
 2. ALL MATERIALS SHALL BE APPROVED BY THE PORT OF BROOKINGS HARBOR ENGINEER.
 3. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE PORT OF BROOKINGS HARBOR STREET STANDARDS.
 4. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE PORT OF BROOKINGS HARBOR STREET STANDARDS.
 5. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE PORT OF BROOKINGS HARBOR STREET STANDARDS.

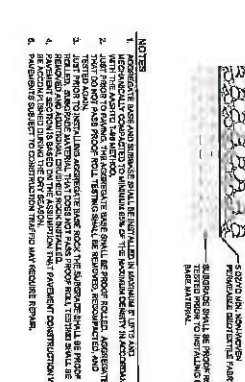
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EMERGENCY VEHICLE GRAVEL SECTION

- NOTES**
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ASPHALT SECTION - DRIVE AISLES

- NOTES**
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REINFORCED CONCRETE SECTION

- NOTES**
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232

C4.0
ROAD
SECTIONS

PORT OF BROOKINGS HARBOR
16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415

KITE FIELD RV PARK



Greenville • Jacksonville • Modesto, OR
 12345 Main Street, Suite 100
 Modesto, OR 97540
 Phone: 503-555-1234
 Fax: 503-555-5678
 Email: info@emc.com
 Website: www.emc.com

1810-10-10 11-29-2017

CONSTRUCTION ENTRANCE - TYPE 1

CONSTRUCTION ENTRANCE - TYPE 2

CONSTRUCTION ENTRANCE - TYPE 3 (TYPE 1 OR 2 WITH DESIGN CURB)

SECTION A-A

SECTION B-B

SECTION C-C

WOODEN CURB BAWL SECTION B-B

TABLE 1: CONSTRUCTION ENTRANCE TYPES

Executive Detail Sheet 1, 2018 - November 30, 2018

REVISIONS

1810-10-10 11-29-2017

ASPHALT CURB DETAIL - TYPE 1

CONCRETE CURB DETAIL - TYPE 2

SMALL CURB DETAIL - TYPE 3

TYPICAL PROFILE SECTION CURB DETAIL SHOWN WITH ASPHALT

SECTION A-A

SECTION B-B

TABLE 1: CURB TYPES

Executive Detail Sheet 1, 2018 - November 30, 2018

REVISIONS

1810-10-10 11-29-2017

DRIVEWAY APRON - TYPE 1

WHEEL STOP - TYPE 2

RESURFACED ALTERNATIVE - TYPE 3

EDGE PAINT SEGMENT DETAIL - TYPE 4

SOLO PARKING - TYPE 5

WHITE PAINTED WITH YELLOW MARKING - TYPE 6

TABLE 1: DRIVEWAY APRON TYPES

TABLE 2: WHEEL STOP TYPES

TABLE 3: PARKING STALL TYPES

Executive Detail Sheet 1, 2018 - November 30, 2018

REVISIONS

1810-10-10 11-29-2017

JOINT AND DETAIL CURB DETAIL - TYPE 1

SECTION A-A

ALTERNATE CONNECTION TYPE 2

PLAN VIEW

SECTION B-B

EXECUTIVE DETAIL SHEET 1, 2018 - NOVEMBER 30, 2018

REVISIONS

234

CS.0
ECS
STANDARD
DETAILS

PORT OF BROOKINGS HARBOR
16330 LOWER HARBOR ROAD, BROOKINGS, OR 97415
KITE FIELD RV PARK



EMC
Engineers/Scientists, LLC is Backstop Technology Affiliate

1810-10-10 11-29-2017

INFORMATION ITEM – J

DATE: June 10, 2021
RE: Moss in Slips
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Commissioner recommended this topic to be included for discussion.

General information from the web on moss in water:

- The ideal conditions are with soft acidic waters with a pH of at least 7.5. Water temperatures need to be in the range of 20-28 degrees centigrade (68 to 82 Fahrenheit), and the ideal being around 24. This leads to proper growth and healthier moss plants.
- What kind of moss grows in water?
Water moss, also called brook moss or fountain moss, (*Fontinalis*), genus of mosses belonging to the subclass Bryidae, often found in flowing freshwater streams and ponds in temperate regions.
- Where does pond moss come from?
What is pond scum or pond moss? Pond scum or pond moss is actually algae, a nuisance vegetation that begins to grow in the Spring and continues through the Fall. As the temperatures rise and the water warms up, the algae will grow faster.
- How do I get rid of moss in my pond?
To control moss, you must control or manipulate its resources. Algae need 3 resources to thrive. Take away or manipulate their nutrients (sediment removal), environment (aeration), and sunlight (pond dye) and you can control this pesky plant.

≠

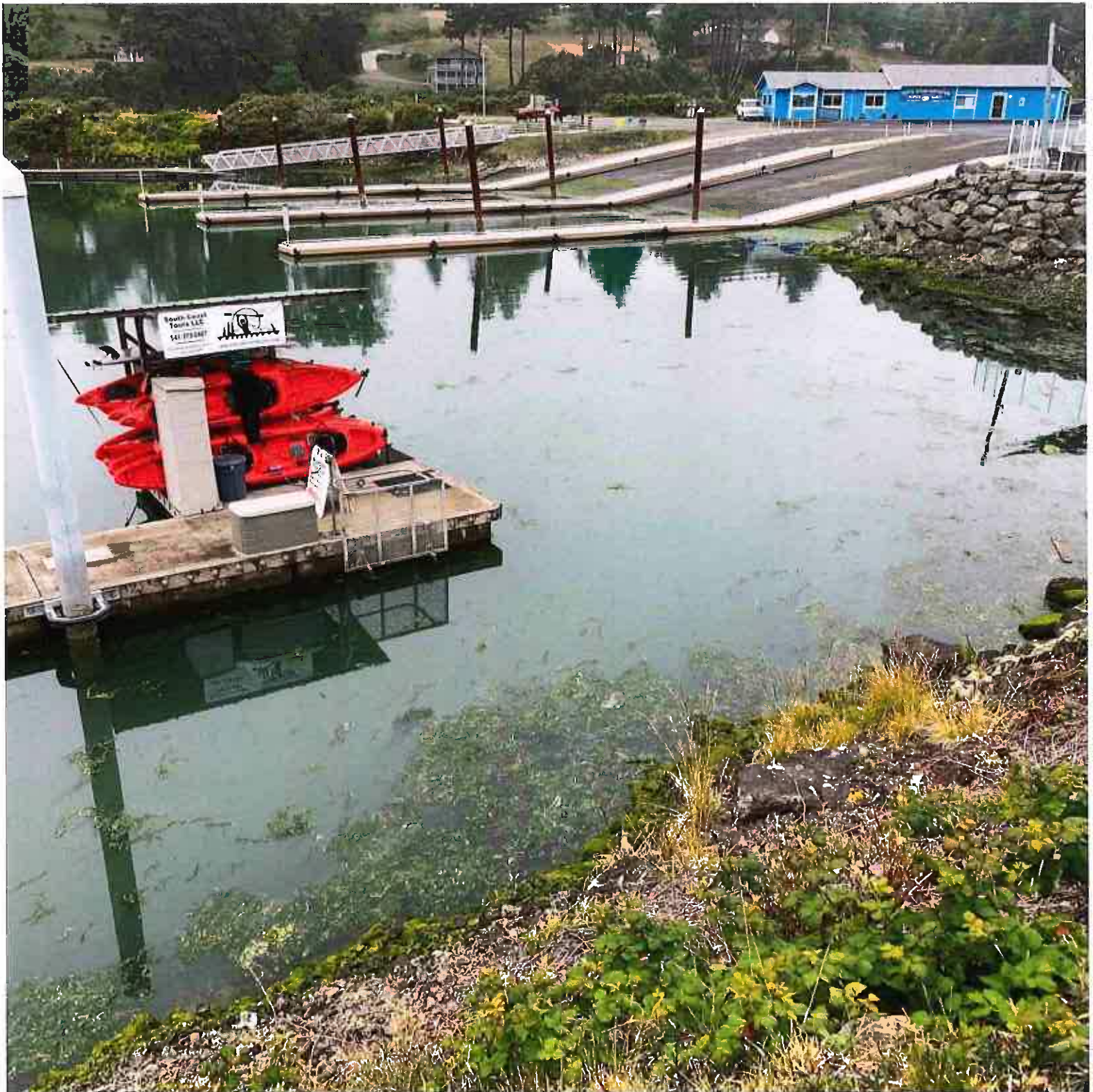
- Chetco River produces a large amount of moss annually which flows into the Port and becomes trapped in slips, launch ramp and embankments.

DOCUMENTS

- Photos, 4 pages









INFORMATION ITEM – K

DATE: June 10, 2021
RE: Brookings-Harbor Chamber of Commerce Membership Renewal
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Membership renewal for Brookings-Harbor Chamber of Commerce is due. The renewal cost is \$450.
- Attached are the membership benefits.

DOCUMENTS

- Brookings-Harbor Chamber of Commerce Membership Renewal Notice and Application, 4 pages



Kim Boom <accounts@portofbrookingsharbor.com>

Brookings-Harbor Chamber of Commerce - Membership Renewal

5 messages

Brookings-Harbor Chamber of Commerce (visitorcenter@brookingsharborchamber.com)
<mailer@mail2.clubexpress.com>
Reply-To: Brookings-Harbor Chamber of Commerce <visitorcenter@brookingsharborchamber.com>
To: accounts@portofbrookingsharbor.com

Mon, May 31, 2021 at
7:25 AM**Brookings-Harbor Chamber of
Commerce**

Dear Kim:

Your membership in Brookings-Harbor Chamber of Commerce will expire on 6/30/2021. We hope you will continue to support us by renewing your membership as soon as possible.

To renew online, [click here](#)

At the end of the renewal process, you will have the option of paying by secure credit-card transaction, or printing an invoice and mailing a check.

If you have any questions about the membership process or your account, contact the :

Phone:

Don't forget to check the club web site for information on upcoming events and other club programming. We hope to see you back!

This email was sent in response to the use of the ClubExpress platform and website by Brookings-Harbor Chamber of Commerce. It was generated by:

Gembrook Systems, LLC
1051 Perimeter Drive, Suite 350
Schaumburg, IL 60173
1-866-HLP-CLUB (457-2582) - Outside the US, call +1 847-255-0210

Kim Boom <accounts@portofbrookingsharbor.com>
To: Gary Dehlinger <portmanager@portofbrookingsharbor.com>

Tue, Jun 1, 2021 at 10:42 AM

Okay to renew membership with Brookings Harbor Chamber of Commerce? The renewal cost is \$450.00.

242

Best Regards,



BHCC MEMBERSHIP APPLICATION

Your membership information is posted to our online member directory on the Brookings-Harbor Chamber of Commerce website. Please provide the information you request to be posted for the general public:

Company Name _____
 Physical Address: _____
 City, State & Zip: _____
 Mailing Address: (if different from physical address) _____
 City, State & Zip: _____
 Main Company Phone Number: _____ Contact Number: _____
 Email: _____
 Company Website: _____
 Company Facebook Page: _____
 Business Category & Brief Description of Your Company: _____

Job Search page for Employment _____

For person completing this form:

Today's Date _____ Membership Contact Name _____
 Business Owner's Name _____
 Membership Contact Email Address _____
 Membership Contact Cell Number _____

Lower Membership can buy at higher tiers.

- | | | | |
|--|----------|--|----------|
| <input type="checkbox"/> Class 1: Friend of the Chamber (Non-Business Supporter) | \$40.00 | <input type="checkbox"/> Class 4: Owner & 8 Employees (5-9) | \$250.00 |
| <input type="checkbox"/> Class 2: Owner & 1 Employee (0-2) Churches, Non-Profits, Home-Based/Cottage Industry | \$75.00 | <input type="checkbox"/> Class 5: Owner & 13 Employees (10-14) | \$450.00 |
| <input type="checkbox"/> Class 3: Owner & 3 Employees (0-4) Non-Home Based | \$150.00 | <input type="checkbox"/> Class 6: 15+ Employees (15+) | \$600.00 |
| <input type="checkbox"/> Class 7: Distinguished Sponsor (Any Business) | | \$2,500.00 | |

If joining mid-year, we are happy to pro-rate your dues for the remainder of the year. TOTAL = \$% _____

Please indicate one of the following:

Payment: Check Included Paying by Credit Card

We take Discover, MasterCard, and Visa. Please note your membership is not active until receipt of a dues payment.

By applying for membership in Brookings-Harbor Chamber, I agree to receive emails regarding Chamber activities and invoicing.

Areas of Interest: Marketing Events Technology Education Advocacy

Would like to be: A Board Member On a Chamber Committee Volunteer at the Chamber

Download the application online at www.BrookingsHarborChamber.com, **PRINT OUT** and Mail this form to PO Box 940, Brookings, OR 97415.



BHCC MEMBERSHIP LEVEL

Benefits of Membership <small>(Lower Membership can buy at higher tiers.)</small>	Class 1: Friend of the Chamber (Non-Business Supporters)	Class 2: Owner & 1 Employee (0-2) Churches, Non-Profits, Home-Based/Cottage Industry	Class 3: Owner & 3 Employees (0-4) Non-Home Based	Class 4: Owner & 8 Employees (5-9)	Class 5: Owner & 13 Employees (10-14)	Class 6: 15+ Employees (15+)	Class 7: Distinguished Sponsor (Any Business)
Annual Investment	\$40.00	\$75.00	\$150.00	\$250.00	\$450.00	\$600.00	\$7,500.00
COMMUNITY AND NETWORK DEVELOPMENT							
Networking opportunities	X	X	X	X	X	X	X
Education seminars	X	X	X	X	X	X	X
Volunteer opportunities on Chamber committees		X	X	X	X	X	X
BHCC is connected with South Coast Development Council and Small Business Development Corp. to provide economic development assistance		X	X	X	X	X	X
Ribbon cutting and/or milestone celebration event support services		X	X	X	X	X	X
Meet 'n Greet Once a month		X	X	X	X	X	X
Business Support - business resources, marketing, grant-funding, fundraising, innovative solutions		X	X	X	X	X	X
SPONSORSHIP AND PROMOTION							
Listing in Chamber business directory every other year		X	X	X	X	X	X
Member-only visit and/or customer referrals to YOUR business		X	X	X	X	X	X
The Chamber mails out relocation packets with your flyer, brochure, or business card		X	X	X	X	X	X
Exclusive member-only brochure or business cards in Visitor Center Rotating slide on video in Visitors Center		X	X	X	X	X	X
Preferred Business Directory - Brookings-Harbor map and brochure listing our members		X	X	X	X	X	X
CHAMBER WEBSITE & MEMBERSHIP DIRECTORY							
Spotlight your business on Chamber's Facebook posts with links to your webpage		X	X	X	X	X	X
Rotating video on Website on Shop In, Stay In, Play In, and eat in pages		X	X	X	X	X	X
Subscription and opportunity to promote company news in monthly E-blast		X	X	X	X	X	X
Listing and your web link on Chamber website under 1 specific category		X	X	X	X	X	X
2 category listings in online directories							
5 category listings in online directories							
All categories that your business offers in online directories							
Your business will be listed on all landing pages on Chamber website							



BHCC MEMBERSHIP LEVEL

<p>COMMUNITY AND NETWORK DEVELOPMENT</p>	
<p>Networking opportunities: Making meaningful connections can help your business succeed. Networking helps businesses stay ahead of the curve by exposing them to thought leadership, best practices, in person events, networking assistance, educational opportunities, upcoming trends and insight into how other small businesses may be approaching similar issues.</p>	<p>Education seminars: Education and professional development programs are periodically presented at various locations. These programs educate bus. professionals on a variety of timely and useful topics, such as sales, marketing, social media, financial, health care, customer service, and other topics. Education events may also showcase area businesses, resources, and services among a variety of industries.</p>
<p>Volunteer opportunities on Chamber committees: Your voluntary participation in our committees is always welcome. Committees offer opportunity to contribute expertise, skills, as well as network and reach new business contacts, learn about the Chamber, and gain leadership experience. Have expertise or interest, and want to get involved?</p>	<p>BHCC is connected with South Coast Development Council and Small Business Development Corp. to provide economic development assistance: Through our relationship with the South Coast Development Council we help create partnerships committed to building the economy of Brookings-Harbor.</p>
<p>Ribbon cutting and/or milestone celebration event support services: The Chamber helps celebrate your special events, such as grand openings, anniversary, reopening or other celebrations. Ribbon cuttings are an ideal opportunity to introduce your business to the community, and provide great photo and visibility opportunities. On behalf of the Chamber, we can coordinate your event with village dignitaries, help you promote, attend, cut the ribbon, provide meet 'n greet, and take digital photos. To schedule a Ribbon Cutting contact the Chamber.</p>	<p>Meet 'n Greet Once a month: The Chamber periodically holds informal social networking opportunities at various member venues. Meet 'n Greet are typically held at various locations, and include appetizers and cash bar. Meet 'n Greets are an ideal way to showcase a bus, mix 'n mingle, and network face-to-face with other members. Meet 'n Greet include facility tours, brief presentations, raffles, refreshments, beverage, gift bags with members business cards, etc. People prefer to do bus with those they know, so bring plenty of business cards and a guest or two. Meet 'n Greets are free or nominal fee. Guests are always welcome. For information on hosting a Meet 'n Greet contact the Chamber.</p>
<p>Business Support - business resources, marketing, grant-funding, fundraising, innovative solutions: The Chamber provides members with business resources, assistance and guidance on various issues; marketing, customer service, grant-funding, fundraising, negotiations, innovative solutions and more.</p>	
<p>SPONSORSHIP AND PROMOTION</p>	
<p>Listing in Chamber business directory every other year: Your business is listed in the Membership Directory.</p>	<p>Member-only visitor/customer referrals to YOUR business: Chamber provides business referrals</p>
<p>The Chamber mails out relocation packets with your flyer, brochure, or business card: The material</p>	<p>Exclusive member-only brochure or business cards in Visitor Center Rotating slide on video in</p>
<p>Preferred Business Directory - Brookings-Harbor map and brochure listing our members (every other year): The brochure will have your ad in it.</p>	
<p>CHAMBER WEBSITE & MEMBERSHIP DIRECTORY</p>	
<p>Spotlight your business on Chamber's Facebook posts with links to your webpage: We maintain active presence on a social media site such as Facebook, where business can connect and interact 24/7.</p>	<p>Rotating video on Website on the Shop In, Stay In, Play In, and Eat In pages: Your business video will rotate at the top of the page.</p>
<p>Subscription and opportunity to promote company news in monthly E-blast: Have an event or special offer to promote? The Chamber will email an individual e-blast flyer. Your business updates us on what is happening or what's new and we will add it to our e-blast which gets sent to all who have signed up for it.</p>	<p>Listing and your web link on Chamber website under 1 specific category: Your business will only be listed under your main category.</p>
<p>2 category listings in online directories: Your business will only be listed under your main category and 1 additional category.</p>	<p>5 category listings in online directories: Your business will only be listed under your main category and 4 additional category.</p>
<p>All categories that your business offers in online directories: Your business will be listed under every category.</p>	<p>Your business will be listed on all landing pages on Chamber website: Your business will be on all landing pages.</p>

INFORMATION ITEM – L

DATE: June 10, 2021
RE: Becky Hannen Payment Relief Request
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

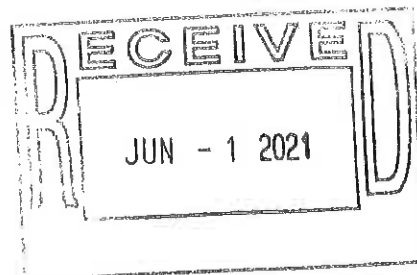
- Becky Hannen, former owner of Whale's Tail Candy and Gifts, submitted a payment relief request to the Port.
- Consent to Assignment and Assumption of Lease was completed between the new owners, Becky Hannen and Port on July 24, 2020. The new owners started making the lease payments August 1, 2020.
- Outstanding amount on accounts receivable is \$4,333.06 for lease payments from February 2020 to June 2020 during the COVID-19 period.

DOCUMENTS

- Becky Hannen request letter, 1 page
- Email confirming the sale of business is complete, 1 page

Becky Hannen


Brookings, Oregon 97415



Port of Brookings Harbor
PO Box 848
Brookings, Oregon 97415

05/05/2021

Dear Port Commissioners,

This letter is in regards to the Covid 19 epidemic and the Executive Order No. 20-13 that Governor Brown implemented. On May 18th 2020, I closed my doors of Whales Tail Candy & Gifts as per her order.

Due to the lack of business and my deteriorating health during this time the finances of the business suffered greatly. I know the Port is having issues as well, due to the closures.

However, I'm requesting forgiveness for part or all of this debt. I'm asking that the rent from 03/18/2020 thru 05/31/2020 be forgiven. I have been a faithful business in the Port since 02/07/2010. It has broken my heart that Covid 19 has caused such hardships for us all.

Your consideration would be greatly appreciated.

Thank you so much,

Sincerely,

Becky Hannen


Becky Hannen

From: andrew sale <[REDACTED]>
Sent: Wednesday, May 12, 2021 8:11 AM
To: Kim Boom
Cc: Gary Dehlinger
Subject: Re: Sale of Business

Yes, it's done.

On Tue, May 11, 2021 at 5:13 PM Kim Boom <accounts@portofbrookingsharbor.com> wrote:
Hello Andrew,

Could you confirm the sale of Whales Tail Candy is completed.

Thank you.

Best Regards,
Kim



The opinions expressed are my own and not necessarily those of the Port of Brookings Harbor.

INFORMATION ITEM – M

DATE: June 10, 2021
RE: Transient Dock Electrical Building
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Port received a notice from Coos-Curry Electric regarding unsafe service condition at the electrical meter base and ct can. They recommend some preventative maintenance.
- Port will do some preventative maintenance on the base and ct can now to reduce the rusting.
- There is a bigger problem with this electrical system. The building is made of wood and has serious rot. The building should be replaced along with any outdated or damaged equipment.

DOCUMENTS

- Coos-Curry Electric letter dated May 26, 2021, 6 pages
- Photos of electrical building, 4 pages

5/26/21

RECEIVED

JUN - 1 2021

PM HM
MA FO



BROOKINGS PORT COMM
PO BOX 848
BROOKINGS, OR 97415

Re: Unsafe Service Condition: 16110 LOWER HARBOR RD

Dear Brookings Port Comm,

Our records indicate you are the property owner at 16110 LOWER HARBOR RD. During a routine inspection of our service point and equipment, our inspector found that electrical meter base and ct can has a significant amount of surface rust and is in the early stages of deterioration. (please see attached pictures). Over time, many factors can play a part in meter bases and equipment deteriorating and creating unsafe conditions. As part of your ongoing service agreement with Coos-Curry Electric Cooperative you are required to maintain the equipment on the load side of the Point of Delivery such that it complies with all federal, state, and local regulations. To help you visualize what equipment is the responsibility of Coos-Curry Electric Cooperative and what is the responsibility of the member, please see the enclosed graphic. We recommend that you do some preventative maintenance now, such as sanding and painting to prolong the life of your meter base and ct can.

Please direct questions regarding this matter and/or coordination of repairs to Walt Jurczenko at (541)332-6181.

Thank you for your assistance in allowing us to continue to serve you safely.

Sincerely,

Coos-Curry Electric Cooperative

Mailing Address for all Coos-Curry Electric Co-op offices: P.O. Box 1268, Port Orford OR 97465-1268

Port Orford Office: 43050 Hwy 101 Port Orford OR 97465 · Phone: 541-332-3931 Fax: 541-332-3501

Brookings Office: 815 Railroad St Brookings OR 97415 · Phone: 541-469-2103 Fax: 541-469-3193

Gold Beach Office: 29439 Ellensburg Gold Beach OR 97444 · Phone: 541-247-6638 Fax: 541-247-6630

Coquille Office: 220 S Mill Ave Coquille OR 97423 · Phone: 541-396-3118 Fax: 541-396-3119

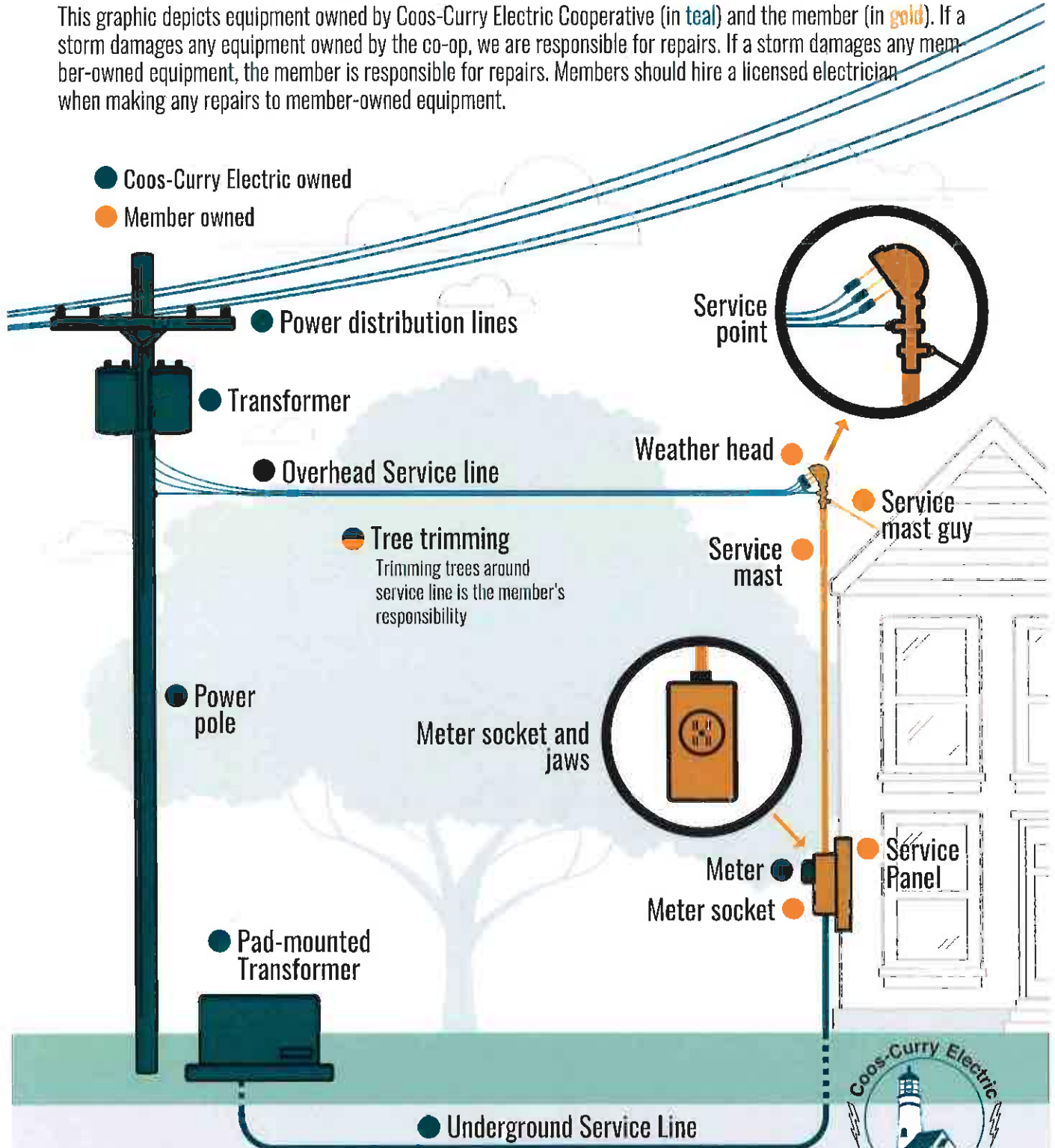
www.ccec.coop

After Hours Outage Number 866-352-9044

Who Owns What?

Coos-Curry Electric Cooperative Owned Equipment vs Member-Owned Equipment

This graphic depicts equipment owned by Coos-Curry Electric Cooperative (in teal) and the member (in gold). If a storm damages any equipment owned by the co-op, we are responsible for repairs. If a storm damages any member-owned equipment, the member is responsible for repairs. Members should hire a licensed electrician when making any repairs to member-owned equipment.



Note: This graphic depicts overhead and underground service. Please be aware of which type of service you receive at your home or business.





KEEP P...
PLEASE CL...
AFTER YOU...

SP... ar...
SL...
800-01...

400

252

PLEASE
CLEAN UP
AFTER YOUR DOG

**BOAT
COLLECTION FACILITY**

THIS FACILITY WAS CONSTRUCTED
WITH A GRANT FROM THE
STATE MARINE BOARD USING
U.S. FISH AND WILDLIFE
CLEAN VESSEL ACT FUNDS.



The Clean Solution for Dog Poop



DOG POOP GONE

PLEASE CLEAN UP
AFTER YOUR DOG

X40

104879

COOS-CURRY ELECTRIC

90 479 232

240V 30A 50/60Hz

CL 20

1-210+

Acclaro

3300





254

K P A

BOAT COLLECTION FACILITY
FACILITY WAS CONSTRUCTED
BY A GRANT FROM THE
MARINE BOARD USING
FISH AND WILDLIFE
AN VESSEL ACT FUNDS.



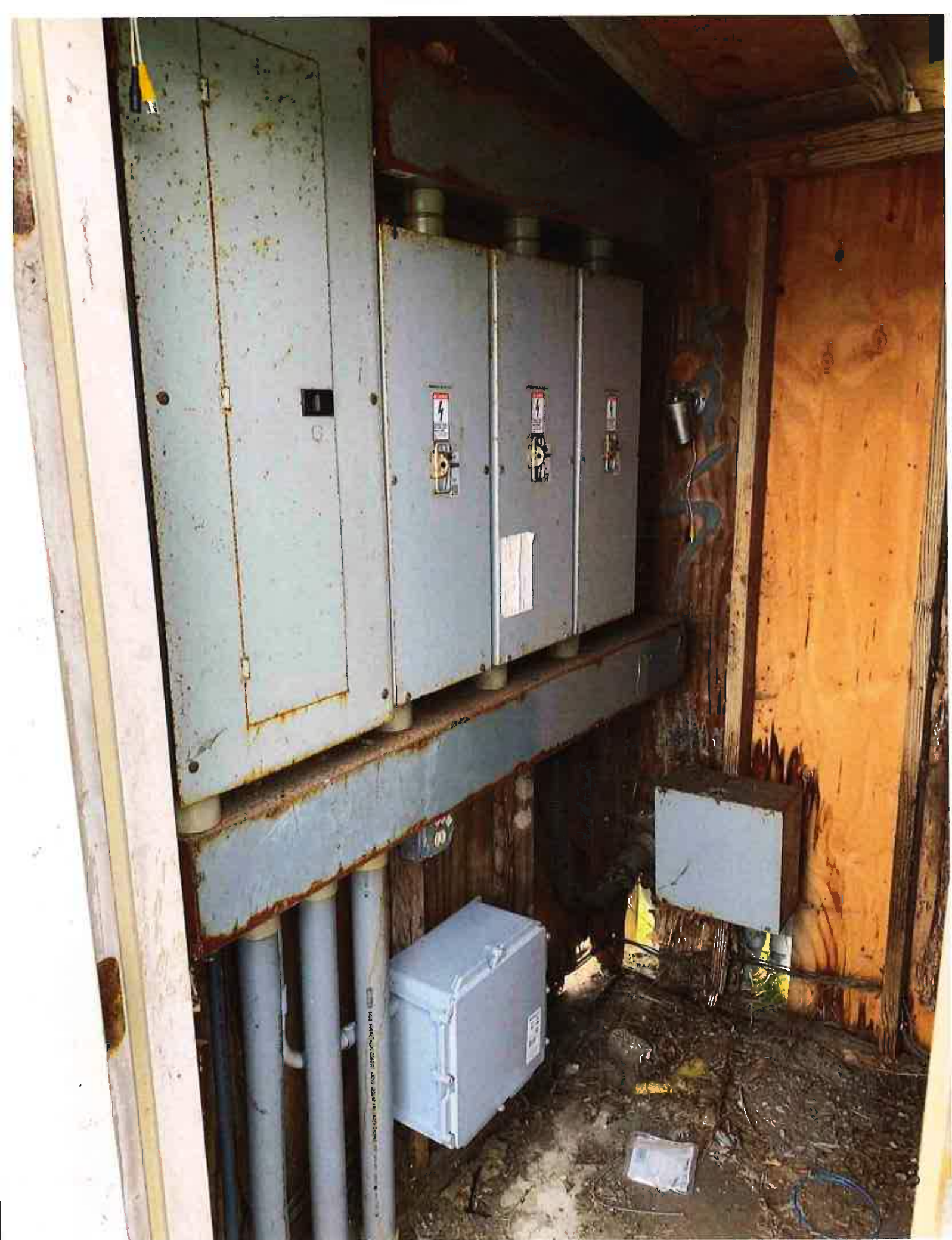
[Small white rectangular label]





**TRANSIENT VESSELS
MUST CHECK-IN**
THE RESIDENT FLEET PAYS FOR AMPERED ELECTRICITY.
DO NOT USE ELECTRIC SERVICES WITHOUT
PROVISIONS FROM THE HOVARISS-BURGER OR PDRR
AUTHORITY. CONTACT THE PORT ON VNU CH-12
OR 493-2218

PWN DISC
WATER SERVICE CO
543-462-2000





WHEN LIGHT FLASHES
OR ALARM SOUNDS,
CALL 469-2218

259

INFORMATION ITEM – N

DATE: June 10, 2021
RE: USACE Maintenance Dredging FY22 Budget
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- USACE has released its dredging maintenance budget for Fiscal Year 2022.
- USACE performs annual dredging of Chetco River and Port entry as long as they continue to receive federal funding.
- USACE dredging occurs in June.

DOCUMENTS

- Oregon Ports USACE Maintenance Dredging-FY22 Budget Request, 1 page

Oregon Ports

USACE MAINTENANCE DREDGING – FY22 BUDGET REQUEST

USACE O&M Account	FY21		FY22
	President's Proposed Budget	Total Final Amounts Appropriated	
Chetco River (Brookings)	\$1,024,000	\$1,024,000	\$954,000
Columbia/Lower Willamette Rivers below Vancouver/Portland	\$52,662,000	\$59,120,000	\$56,665,000
Columbia River at the Mouth	\$19,054,000	\$19,054,000	\$41,061,000
Columbia River Between Vancouver and The Dalles	\$1,001,000	\$1,251,000	\$1,117,000
Coos Bay	\$7,524,000	\$42,174,000	\$7,951,000
Coquille River (Bandon)	\$563,000	\$563,000	\$619,000
Depoe Bay	\$51,000	\$51,000	\$71,000
Nehalem	\$20,000	\$20,000	\$15,000
Port Orford	\$0	\$0	\$459,000
Rogue River (Gold Beach)	\$116,000	\$116,000	\$2,781,000
Siuslaw River	\$15,000	\$15,000	\$1,049,000
Skipanon Channel	\$0	\$0	\$0
Tillamook Bay and Bar (Garibaldi)	\$0	\$12,298,000	\$172,000
Umpqua River (Reedsport/Salmon Harbor)	\$1,074,000	\$1,074,000	\$1,183,000
Yaquina Bay and Harbor (Newport)	\$4,095,000	\$4,095,000	\$4,572,000
Yaquina River (Depot Slough/Toledo)	\$0	\$0	\$0
O&M Total	\$87,199,000	\$140,855,000	\$118,669,000
USACE Construction Account	President's Proposed Budget	Total Final Amounts Appropriated	President's Proposed Budget
MCR Jetties Rehab	\$119,003,000	\$93,394,000	\$25,609,000
Construction Total	\$119,003,000	\$93,394,000	\$25,609,000
Grand Total	\$206,202,000	\$234,249,000	\$144,278,000

FBB FEDERAL RELATIONS

LINDSAY HART, LLP

Peter@FederalRelations.com • Kathy@FederalRelations.com • Ray@FederalRelations.com • Spencer@FederalRelations.com

INFORMATION ITEM – O

DATE: June 10, 2021
RE: IT Security Policy
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Last year staff worked on creating an IT Security Policy by contacting other Ports to see what they had in place. We found Port of Newport had the best policy. Staff updated their policy to fit our Port. When COVID hit this policy was shelved.
- With the events happening across the country, this policy has become more relevant to establish IT security policies in the workplace.
- Port legal reviewed this policy last year.

DOCUMENTS

- Draft IT Security Policy, 16 pages



DRAFT

IT Security Policy

Adopted by Resolution 2021-XX

PORT OF BROOKINGS HARBOR IT SECURITY POLICY

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Chapter 1. Passwords

1.1 Overview

- (a) Passwords are an important aspect of computer security. A poorly chosen password may result in unauthorized access and/or exploitation of the Port of Brookings Harbor's (Port) resources. All users, including contractors and vendors with access to Port systems, are responsible for taking the appropriate steps, as outlined below, to select and secure their passwords.

1.2 Purpose

- (a) The purpose of this chapter is to establish a standard for creation of strong passwords, the protection of those passwords, and the frequency of change.

1.3 Scope

- (a) The scope of this chapter includes all personnel, contractors, consultants, temporary and other workers, including all personnel affiliated with third parties who have or are responsible for an account (or any form of access that supports or requires a password) on any system that resides at any of the Port's facilities, has access to the Port network, or stores any public or non-public Port information. This guideline applies to all passwords including but not limited to user-level accounts, system-level accounts, web accounts, e-mail accounts, screen saver protection, voicemail, and local router logins.

1.4 Password Creation

- (a) All user-level and system-level passwords must conform to the Password Construction guidelines included in this Policy.
- (b) Users must not use the same password for Port accounts as for other non-Port access (for example, personal ISP account, option trading, benefits, and so on).
- (c) Where possible, users must not use the same password for various Port access needs.
- (d) User accounts that have system-level privileges granted through group memberships must have a unique password from all other accounts held by that user to access system-level privileges.
- (e) Where Simple Network Management Protocol (SNMP) is used, the community strings must be defined as something other than the standard defaults of public, private, and system and must be different from the passwords used to log in interactively. SNMP community strings must meet password construction guidelines.

1.5 Password Change

- (a) All user-level passwords (for example, email, web, desktop computer, and so on) must be changed at least every six months. The recommended change interval is every four months. Password documents should be stored in secured out-of-site locations.
- (b) Statement of Password Guidelines:

Strong passwords are long, the more characters you have the stronger the password. The Port recommends a minimum of 10 characters, preferably 14 in your password. In addition, we highly encourage the use of passphrases, passwords made up of multiple words. Examples include *"It's time for vacation"* or *"block-curious-sunny-leaves"*, Passphrases are both easy to remember and type, yet meet the strength requirements.

Poor, or weak, passwords have the following characteristics, and shall not be used at the Port:

- Contain eight characters or less.
- Contain personal information such as birthdates, addresses, phone numbers, or names of family members, pets, friends, and fantasy characters.
- Contain number patterns such as aaabbb, qwerty, zyxwvuts, or 123321.

Example of weak passwords are "Welcome123" "Password123" "Change123".

- (c) Every work account should have a different, unique password. Whenever possible, the Port encourages the use of multi-factor authentication.

Chapter 2. Software Installation

2.1 Overview

- (a) Allowing personnel to install software on Port of Brookings Harbor (Port) computing devices may open the organization up to unnecessary exposure. Conflicting file versions or DLLs which can prevent programs from running, the introduction of malware from infected installation software, unlicensed software which could be discovered during audit, and programs which can be used to hack the organization's network are examples of the problems that can be introduced when personnel install software on Port equipment.

2.2 Purpose

- (a) The purpose of this section is to outline the requirements around installation of software on the Port computing devices. This is intended to minimize the risk of loss of program functionality, the exposure of sensitive information contained

within the Port's computing network, the risk of introducing malware, and the legal exposure of running unlicensed software.

2.3 Scope

- (a) This section applies to all Port personnel, contractors, vendors and agents with a Port-owned mobile devices. This section covers all computers, servers, smartphones, tablets and other computing devices operating within the Port.

2.4 Policy

- (a) Personnel may not install software on the Port's computing devices operated within the Port network, without proper authorization from the Port Manager or delegate.
- (b) Software requests must first be approved by the requestor's supervisor and then be made to the Port Manager in writing or via email.
- (c) Software must be selected from an approved software list, maintained by the Port Manager's delegate, unless no selection on the list meets the requestor's need.
- (d) The delegate will obtain and track the licenses, test new software for conflict and compatibility, and perform the installation.
- (e) Personnel may not use a web-based software for Port business that is not preauthorized by the Port. With or without authorization, all information input into the database during business hours is considered Port property and subject to the State retention schedule.

Chapter 3. Email

3.1 Overview

- (a) Electronic email is pervasively used in almost all industries and is often the primary communication and awareness method within an organization. At the same time, misuse of email can pose many legal privacy and security risks; thus, it is important for users to understand the appropriate use of electronic communications.

3.2 Purpose

- (a) The purpose of this email section is to ensure the proper use of the Port of Brookings Harbor's (Port) email system and make users aware of what the Port deems as acceptable and unacceptable use of its email system. This section outlines the minimum requirements for use of email within the Port's Network.

3.3 Scope

- (a) This section covers appropriate use of any email sent from a Port email address and applies to all personnel, vendors, and agents operating on behalf of the Port.

3.4 Policy

- (a) All use of email must be consistent with the Port's policies and procedures of ethical conduct, safety, compliance with applicable laws and proper business practices.
- (b) A Port email account should be used primarily for business-related purposes; personal communication is permitted on a limited basis, but non-Port related commercial uses are prohibited.
- (c) All Port data contained within an email message or an attachment must be secured according to the Data Protection Standard.
- (d) Email shall be retained according to State of Oregon Record Retention Schedule.
- (e) The Port email system shall not to be used for the creation or distribution of any disruptive or offensive messages, including offensive comments about race, gender, hair color, disabilities, age, sexual orientation, pornography, religious beliefs and practice, political beliefs, or national origin. Personnel who receive any emails with this content from any Port personnel should report the matter to their supervisor (or Port Manager) immediately.
- (f) Users are prohibited from automatically forwarding Port email to a third-party email system.. Individual messages which are forwarded by the user must not contain Port confidential information.
- (g) Users are prohibited from using storage servers such as Google, Yahoo, and MSN Hotmail etc. to conduct Port business, to create or memorialize any binding transactions, or to store or retain email on behalf of the Port. Such communications and transactions should be conducted through proper channels using port- approved documentation.
- (h) Using a reasonable amount of Port resources for personal emails is acceptable, but non-work related email shall be saved in a separate folder from work related email. Sending chain letters or joke emails from a Port email account is prohibited.
- (i) Port personnel shall have no expectation of privacy in anything they store, send or receive on the company's email system.
- (j) The Port may monitor messages without prior notice. The Port is not obliged to monitor email messages.

Chapter 4. Acceptable Use

4.1 Overview

- (a) The Port of Brookings Harbor's intentions for publishing an Acceptable Use Policy are not to impose restrictions that are contrary to the Port of Brookings Harbor's established culture of

openness, trust and integrity. The Port of Brookings Harbor is committed to protecting its personnel, partners and the company from illegal or damaging actions by individuals, either knowingly or unknowingly.

- (b) Internet/Intranet/Extra net-related systems, including but not limited to computer equipment, software, operating systems, storage media, network accounts providing electronic mail, WWW browsing, and FTP, are the property of the Port of Brookings Harbor. These systems are to be used for business purposes in serving the interests of the Port of Brookings Harbor, and of our clients and customers in the course of normal operations.
- (c) Effective security is a team effort involving the participation and support of every Port of Brookings Harbor personnel and affiliate who deals with information and/or information systems. It is the responsibility of every computer user to know these guidelines, and to conduct their activities accordingly.

4.2 Purpose

- (a) The purpose of this section is to outline the acceptable use of computer equipment at the Port of Brookings Harbor. These rules are in place to protect the personnel and the Port of Brookings Harbor. Inappropriate use exposes the Port of Brookings Harbor to risks including virus attacks, compromise of network systems and services, and legal issues.

4.3 Scope

- (a) This section applies to the use of information, electronic and computing devices, and network resources to conduct the Port of Brookings Harbor business or interact with internal networks and business systems, whether owned or leased by the Port of Brookings Harbor, Port personnel, or a third party. All personnel, contractors, consultants, temporary, and other workers at the Port of Brookings Harbor are responsible for exercising good judgment regarding appropriate use of information, electronic devices, and network resources in accordance with the Port of Brookings Harbor's policies and standards, and local laws and regulation.
- (b) This section applies to personnel, contractors, consultants, temporaries, and other workers at the Port of Brookings Harbor, including all personnel affiliated with third parties. This section applies to all equipment that is owned, rented or leased by the Port of Brookings Harbor.

4.4 General Use and Ownership

- (a) The Port of Brookings Harbor proprietary information stored on electronic and computing devices whether owned or leased by the Port of Brookings Harbor, Port personnel or a third party, remains the sole property of the Port of Brookings Harbor. You must ensure through legal or technical means that proprietary information is protected in accordance with the Data Protection Standard.
- (b) You have a responsibility to promptly report the theft, loss or unauthorized disclosure of the Port of Brookings Harbor proprietary information.

- (c) You may access, use or share the Port of Brookings Harbor proprietary information only to the extent it is authorized and necessary to fulfill your assigned job duties.
- (d) Personnel are responsible for exercising good judgment regarding the reasonableness of personal use. Individual departments are responsible for creating guidelines concerning personal use of Internet/Intranet/Extra net systems. In the absence of such policies, personnel should be guided by departmental policies on personal use, and if there is any uncertainty, personnel should consult their supervisor or the Port Manager.
- (e) For security and network maintenance purposes, authorized individuals within the Port of Brookings Harbor may monitor equipment, systems and network traffic at any time.
- (f) The Port of Brookings Harbor reserves the right to audit networks and systems on a periodic basis to ensure compliance with this policy.

4.5 *Security and Proprietary Information*

- (a) All mobile and computing devices that connect to the internal network must comply with the IT Security Policy.
- (b) System level and user level passwords must comply with the Password Policy. Providing access to another individual, either deliberately or through failure to secure its access, is prohibited.
- (c) All computing devices must be secured with a password-protected screensaver with the automatic activation feature set to 10 minutes or less. You must lock the screen or log off when the device is unattended.
- (d) Postings by personnel from a Port of Brookings Harbor email address to newsgroups should contain a disclaimer stating that the opinions expressed are strictly their own and not those of the Port of Brookings Harbor, unless posting is in the course of business duties.
- (e) Personnel must use extreme caution when opening e-mail attachments received from unknown senders, which may contain malware. Personnel shall report suspicious email to their supervisor or the Port Manager.

4.6 *Unacceptable Use*

- (a) The following activities are, in general, prohibited. Personnel may be exempted from these restrictions during the course of their legitimate job responsibilities (e.g., systems administration staff may have a need to disable the network access of a host if that host is disrupting production services).
- (b) Under no circumstances are Port of Brookings Harbor personnel authorized to engage in any activity that is illegal under local, state, federal or international law while utilizing Port of Brookings Harbor-owned resources.
- (c) The lists below are by no means exhaustive but attempt to provide a framework for activities which fall into the category of unacceptable use.

(d) The following activities are strictly prohibited:

- (1) Violations of the rights of any person or company protected by copyright, trade secret, patent or other intellectual property, or similar laws or regulations, including, but not limited to, the installation or distribution of "pirated" or other software products that are not appropriately licensed for use by the Port of Brookings Harbor.
- (2) Unauthorized copying of copyrighted material including, but not limited to, digitization and distribution of photographs from magazines, books or other copyrighted sources, copyrighted music, and the installation of any copyrighted software for which the Port of Brookings Harbor or the end user does not have an active license.
- (3) Accessing data, a server or an account for any purpose other than conducting the Port of Brookings Harbor business, even if you have authorized access.
- (4) Exporting software, technical information, encryption software or technology, in violation of international or regional export control laws, is illegal. The Port Manager must be consulted prior to export of any material that is in question.
- (5) Introduction of malicious programs into the network or server (e.g., viruses, worms, Trojan horses, e-mail bombs, etc.).
- (6) Revealing your account password to others or allowing use of your account by others. This includes family and other household members when work is being done at home.
- (7) Using a Port of Brookings Harbor computing asset to actively engage in procuring or transmitting material that is in violation of sexual harassment or hostile workplace laws in the user's local jurisdiction.
- (8) Making fraudulent offers of products, items, or services originating from any Port of Brookings Harbor account.
- (9) Making statements about warranty, expressly or implied, unless it is a part of normal job duties.
- (10) Effecting security breaches or disruptions of network communication. Security breaches include, but are not limited to, accessing data of which the personnel is not an intended recipient or logging into a server or account that the personnel is not expressly authorized to access, unless these duties are within the scope of regular duties. For purposes of this section, "disruption" includes, but is not limited to, network sniffing, pinged floods, packet spoofing, denial of service, and forged routing information for malicious purposes.
- (11) Port scanning or security scanning is expressly prohibited, unless prior authorization has been received by the Port Manager.

- (12) Executing any form of network monitoring which will intercept data not intended for the personnel's host, unless this activity is a part of the personnel's normal job/duty.
- (13) Circumventing user authentication or security of any host, network or account.
- (14) Introducing honeypots, honeynets, or similar technology on the Port of Brookings Harbor network.
- (15) Interfering with or denying service to any user other than the personnel's host (for example, denial of service attack).
- (16) Using any program/script/command, or sending messages of any kind, with the intent to interfere with, or disable, a user's terminal session, via any means, locally or via the Internet/Intranet/Extra net.
- (17) Providing information about, or lists of, the Port of Brookings Harbor personnel to parties outside the Port of Brookings Harbor, except as required by law.

4.7 *Email and Communication Activities*

- (a) When using company resources to access and use the Internet, personnel must realize they represent the company. Whenever personnel state an affiliation to the Port, they must also clearly indicate that *"the opinions expressed are my own and not necessarily those of the Port"*.
- (b) The following activities are strictly prohibited:
 - (1) Sending unsolicited email messages, including the sending of "junk mail" or other advertising material to individuals who did not specifically request such material (email spam).
 - (2) Any form of harassment via email, telephone or paging, whether through language, frequency, or size of messages.
 - (3) Unauthorized use, or forging, of email header information.
 - (4) Solicitation of email for any other email address, other than that of the poster's account, with the intent to harass or to collect replies.
 - (5) Creating or forwarding "chain letters", "Ponzi" or other "pyramid" schemes of any type.
 - (6) Use of unsolicited email originating from within the Port of Brookings Harbor's networks of other Internet/Intranet/Extra net service providers on behalf of, or to advertise, any service hosted by the Port of Brookings Harbor or connected via the Port of Brookings Harbor's network.
 - (7) Posting the same or similar non-business-related messages to large numbers of Usenet newsgroups (newsgroup spam).

4.8 *Blogging and Social Media*

- (a) Blogging by personnel, using the Port of Brookings Harbor's property and systems is prohibited.
- (b) The Port of Brookings Harbor's Confidential Information policy also applies to blogging. As such, personnel are prohibited from revealing any Port of Brookings Harbor confidential or proprietary information, trade secrets or any other material covered by Port of Brookings Harbor's Confidential Information policy when engaged in blogging.
- (c) Personnel shall not engage in any blogging that may harm or tarnish the image, reputation and/or goodwill of the Port of Brookings Harbor and/or any of its personnel. Personnel are also prohibited from making any discriminatory, disparaging, defamatory or harassing comments when blogging or otherwise engaging in any conduct prohibited by the Port of Brookings Harbor's Non-Discrimination and Anti-Harassment policy. This prohibition is not intended to abridge any person's ability to blog on matters of public concern as recognized by the U.S. Supreme Court.
- (d) Personnel may also not attribute personal statements, opinions or beliefs to the Port of Brookings Harbor when engaged in blogging. If personnel is expressing his or her beliefs and/or opinions in blogs, the personnel may not, expressly or implicitly, represent themselves as personnel or representative of the Port of Brookings Harbor. Personnel assume any and all risk associated with blogging.
- (e) Apart from following all laws pertaining to the handling and disclosure of copyrighted or export-controlled materials, the Port of Brookings Harbor's trademarks, logos and any other Port of Brookings Harbor intellectual property may not be used in connection with any blogging activity.

Chapter 5. Data Breach Response

5.1 *Purpose*

- (a) The purpose of this chapter is to establish the goals and the vision for the breach response process. This chapter clearly defines to whom it applies and under what circumstances. It also includes the definition of a breach, staff roles and responsibilities, standards and metrics (e.g., to enable prioritization of the incidents), as well as reporting, remediation, and feedback mechanisms. The policy shall be well publicized and made easily available to all personnel whose duties involve data privacy and security protection.
- (b) The Port of Brookings Harbor's intentions for publishing a Data Breach Response Policy are to focus significant attention on data security and data security breaches and how the Port of Brookings Harbor's established culture of openness, trust and integrity should respond to such activity. The Port of Brookings Harbor is committed to protecting the Port's personnel, partners and the company from illegal or damaging actions by individuals, either knowingly or unknowingly.

5.2 *Background*

- (a) This section mandates that any individual who suspects that a theft, breach or exposure of the Port of Brookings Harbor protected data or sensitive data has occurred must immediately provide a description of what occurred via e-mail portmanager@portofbrookingsharbor.com or by calling 541-469-2218. The designated party will be responsible for contacting the information system support team to investigate all reported thefts, data breaches and exposures to confirm if a theft, breach or exposure has occurred. If a theft, breach or exposure has occurred, the appropriate procedure will be followed.

5.3 *Scope*

- (a) This applies to all whom collect, access, maintain, distribute, process, protect, store, use, transmit, dispose of, or otherwise handle Personally Identifiable Information (PII) or Protected Information (PI) of the Port of Brookings Harbor personnel.

5.4 *Confirmed theft, data breach or exposure of Port of Brookings Harbor protected data or Port of Brookings Harbor sensitive data*

- (a) As soon as a theft, data breach or exposure containing Port of Brookings Harbor protected data or Port of Brookings Harbor sensitive data is identified, the process of removing all access to that resource will begin.
- (b) The Port Manager will chair an incident response team to handle the breach or exposure.
- (c) The team will include members from:
- IT Support Team (team that maintains servers)
 - The Internet Service Provider (provides Firewall for the Port)
 - Chairman of the Port Commission (or delegate)
 - Harbormaster
 - Financial Officer
 - Legal (if applicable)
 - Communications (if applicable)
 - Additional individuals as deemed necessary by the Port Manager

5.5 *Confirmed theft, breach or exposure Of Port of Brookings Harbor data*

- (a) The Port Manager or delegate will be notified of the theft, breach or exposure. The Port's Internet Service Provider and/or Internet Service Provider along with the designated contractor (Forensic Investigators), will analyze the breach or exposure to determine the root cause.
- (b) The Port Manager or delegate will work with Forensic Investigators.
- (c) As provided by Port of Brookings Harbor cyber insurance, the insurer will need to provide access to forensic investigators and experts that will determine how the breach or exposure occurred; the types of data involved; the number of internal/external individuals and/or

organizations impacted; and analyze the breach or exposure to determine the root cause.

- (d) The Port Manager or delegate will develop a communication plan.
- (e) The Port Manager or delegate will work with Port of Brookings Harbor communications, legal counsel, and Board of Commissioners to decide how to communicate the breach to (a) personnel, (b) the public, and (c) those directly affected.

5.6 *Ownership and Responsibilities*

(a) Roles & Responsibilities

- (1) Sponsors are those members of the Port of Brookings Harbor personnel or contractors that have primary responsibility for maintaining any particular information resource. Sponsors may be designated by any member of the Port Manager in connection with their administrative responsibilities, or by the actual sponsorship, collection, development, or storage of information.
- (2) Information Security Administrator is that individual of the Port of Brookings Harbor community, designated by the Port Manager, who provides administrative support for the implementation, oversight and coordination of security procedures and systems with respect to specific information resources in consultation with the relevant Sponsors.
- (3) Users include virtually all members of the Port of Brookings Harbor personnel to the extent they have authorized access to information resources, and may include personnel, trustees, contractors, consultants, interns, temporary personnel and volunteers.

5.7 *Enforcement*

- (a) Any Port of Brookings Harbor personnel found in violation of this section may be subject to disciplinary action, up to and including termination of employment. Any third-party partner company found in violation may have their network connection terminated.

5.8 *Definitions*

- (a) **Denial of Service Attack** - A Denial-of-Service (DOS) attack is an attack meant to shut down a machine or network, making it inaccessible to its intended users.
- (b) **Encryption or Encrypted Data** - The most effective way to achieve data security. To read an encrypted file, you must have access to a secret key or password that enables you to decrypt it. Unencrypted data is called plain text.
- (c) **Forged Routing** - Sending packets to a router with the intent of changing or corrupting the contents of its routing table or other databases, which can degrade the functionality of the router and the network.
- (d) **Honeynet** - A network set up with intentional vulnerabilities; its purpose is to invite attack, so that an attacker's activities and methods can be studied and that information

used to increase network security. A Honeynet contains one or more honey pots, which are computer systems on the Internet expressly set up to attract and "trap" people who attempt to penetrate other people's computer systems.

- (e) **Honeypot** - A network-attached system set up as a decoy to lure cyber attackers and to detect, deflect or study hacking attempts in order to gain unauthorized access to information systems.
- (f) **Hacker** - A slang term for a computer enthusiast, i.e., a person who enjoys learning programming languages and computer systems and can often be considered an expert on the subject(s).
- (g) **Information Resource** - The data and information assets of an organization, department or unit.
- (h) **Network Sniffing** - A network sniffer (also known as a network analyzer, protocol analyzer or packet analyzer) is a software or hardware tool that can intercept and log traffic on a digital network. As data flows across the network, the sniffer captures each packet and, if necessary, decode the packet's raw data.
- (i) **Packet Sniffing or Packet Spoofing** - The act of capturing packets of data flowing across a computer network.
- (j) **Ping Flood** - A ping flood is a denial-of-service attack in which the attacker attempts to overwhelm a targeted device with ICMP echo-request packets, causing the target to become inaccessible to normal traffic.
- (k) **Protected Health Information (PHI)** - Under US law is any information about health status, provision of health care, or payment for health care that is created or collected by a "Covered Entity" (or a Business Associate of a Covered Entity), and can be linked to a specific individual.
- (l) **Personally Identifiable Information (PII)** - Any data that could potentially identify a specific individual. Any information that can be used to distinguish one person from another and can be used for de-anonymizing anonymous data can be considered PII.
- (m) **Personnel** - Includes all Port of Brookings Harbor full-time, part-time and temporary employees, volunteers, consultants, and Commissioners. This term is used both to mean individuals and the collective group.
- (n) **Plain Text** - Unencrypted data.
- (o) **Protected Data** - See PII and PHI
- (p) **Safeguards** - Countermeasures, controls put in place to avoid, detect, counteract, or minimize security risks to physical property, information, computer systems, or other assets. Safeguards help to reduce the risk of damage or loss by stopping, deterring, or slowing down an attack against an asset.

- (q) **Sensitive Data** - Data that is encrypted or in plain text and contains PII or PHI data. See PII and PHI above.

5.9 Policy Compliance

- (a) **Compliance Measurement:** The Port IT contractor and identified staff will verify compliance to this policy through various methods, including but not limited to, periodic walk-through's, video monitoring, business tool reports, internal and external audits, and feedback to the policy owner.

5.10 Exceptions

- (a) Any exception to the Policy must be approved by the Port Manager or delegate in advance.

5.11 Non-Compliance

- (a) Personnel found to have violated this policy may be subject to disciplinary action, up to and including termination of employment.

References

Reserved

INFORMATION ITEM – P

DATE: June 10, 2021
RE: Aboveground Fuel Tank Capacity Change
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

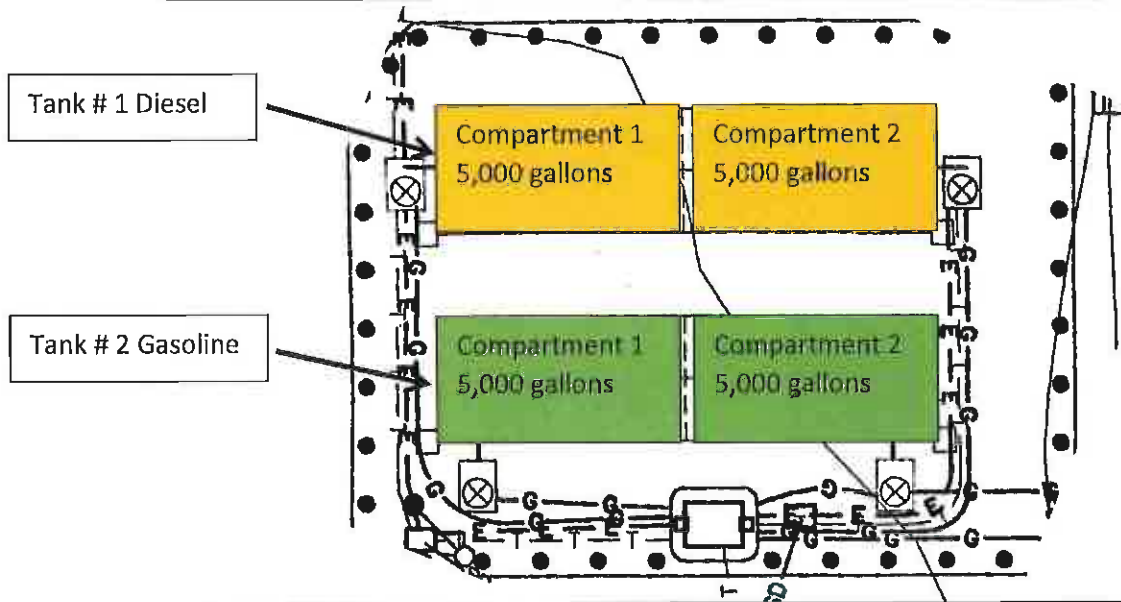
OVERVIEW

- The Port has two 10,000-gallon capacity aboveground fuel tanks. Each tank has two compartments that hold 5,000-gallons of diesel or gasoline. One gasoline compartment has not been used for many years.
- Bulk of the fuel sales is diesel. Last year the Port sold 294,841 gallons of diesel while only 12,963 gallons of gasoline.
- Increasing the capacity for diesel would help the higher supply and demand.

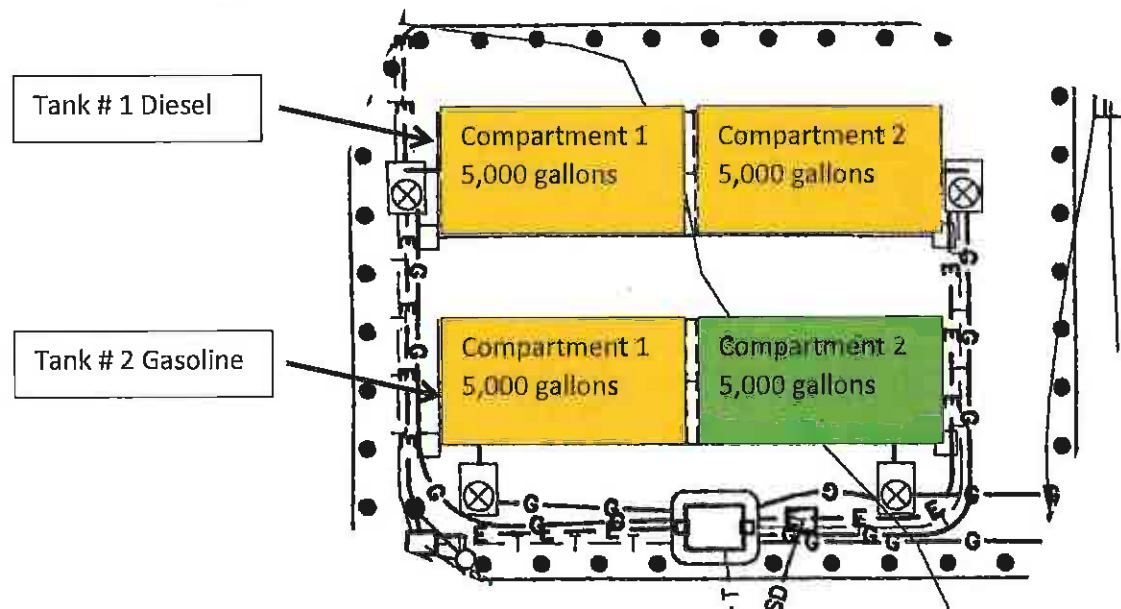
DOCUMENTS

- Tank drawing of proposed change, 1 page

Existing aboveground fuel tank product and capacity.
10,000 gallons diesel and 10,000 gallons gasoline.



Proposed change to aboveground fuel tank product and capacity. 15,000 gallons diesel and 5,000 gasoline.



INFORMATION ITEM – Q

DATE: June 10, 2021
RE: Repair, Maintenance & Capital Projects Planning
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Planning out repairs, maintenance and capital projects for the upcoming fiscal year. The new proposed budget of \$452,797 would include these projects. The spreadsheet is broken down to isolate repair projects from supplies and services.
- This spreadsheet is basically a budget within a budget to help schedule repairs for the next year. Staff will focus to beat these estimates to save the Port money while getting items repaired or improved. The spreadsheet is projecting to spend more than budgeted. Some lower priority items would not be done to remain under budget.
- Any items not completed would be placed on the list for the following year.

DOCUMENTS

- Repair, Maintenance & Capital Project Planning, 1 page

Port of Brookings Harbor
Repair, Maintenance and Capital Projects Planning
Fiscal Year 2021-22

#	Port Area	Description	Contractor	Port Staff	Repair & Maint	Capital Outlay	Priority
					Cost Estimate	Cost Estimate	
1	Barge Area	Landscape slopes		X	1,000		4
2	Basin 1	New water meter to Docks E, F & G	X		5,000		2
3	Basin 1	Replace electrical box at boat launch ramp	X		10,000		1
4	Basin 1	Repair pile hoops at Transient Dock (5 each)		X	4,000		2
5	Basin 1	Repair pile hoops at Crab Dock (3 each)		X	2,400		2
6	Basin 1	Landscape slopes by Dock A & B		X	1,000		4
7	Basin 1 & 2	Replace shore to dock waterlines (6 each)	X		15,000		1
8	Basin 2	Resurface Basin 2 ramps (4 each)	X		20,000		1
9	Basin 2	Dock repairs to dock fingers & piling hoops		X	40,000		3
10	Basin 2	Repair / install curbs in parking lots (300')		X	5,000		1
11	Basin 2	Install new fire hydrant				15,000	1
12	Boardwalk	Remove traffic concrete blocks & cones		X	500		3
13	Boardwalk	Landscape under boardwalk	X		5,000		3
14	Boat Yard	Dock cleanup / disposal and yard cleanup		X	10,000		2
15	Fish Station	Repair water meter lids & raise meter		X	1,000		3
16	Fuel Dock	Repair piling hoops (5 each)		X	4,000		2
17	Fuel Tanks	Install gates		X	5,000		1
18	Ice House Dock	Install handrails on walkway	X		2,500		1
19	Port	Landscape across Lower Harbor Road	X	X	3,000		2
20	Port	Security Cameras	X	X		40,000	1
21	Port Office	Replace electrical box behind office	X		5,000		1
22	Port Office	Cover / grate storm drain pit		X	2,500		3
23	Port Shop	Build Trash Enclosure		X	4,000		1
24	Port Shop	Repair electrical wiring and lighting	X		8,000		3
25	Retail Area	Grading / Paving at Zola's (6,000 SF)	X		45,000		3
26	Retail Area	Asphalt Repair at Hungry Clam		X	1,000		2
27	Retail Area	Paint retail restroom / exterior walls		X	2,500		2
28	Retail Area	Replace Roof on Blue Fin	X		15,000		2
29	Retail Area	Repair rot on Blue Fin & Paint exterior		X	3,000		1
30	Retail Parking Lot	Landscape Lower Harbor Road Island	X		10,000		3
31	RV Park	Install self opening / closing main gate	X		20,000		5
32	Steel Wall	Repair bumpers & ladder		X	5,000		1
33	Steel Wall	Change hoist to Public Hoist system	X		10,000		1
34	Transient Dock	Landscape slopes		X	1,000		3
35	Transient Dock	Rebuild electrical building	X			50,000	1

Actual 2020-21 Costs		Subtotal Costs	266,400	105,000
Projects	Add 10% for Unknowns		26,640	
126,421		Total Estimated Costs	293,040	
Repairs / Maint		Priority 1	84,500	
57,808		Priority 2	46,900	
Contracts		Priority 3	113,000	
36,474		Priority 4	2,000	
Tools & Equip		Priority 5	20,000	
2,480				
Supplies & Service				
158,290	2021-22 Budget Amount		452,797	
Total	Minus Supplies & Services		(165,000)	
381,474	Minus Contracts		(50,000)	
Add for June	Minus Repairs & Maint.		(293,040)	
30,000	Minus Equipment Maint.		(15,000)	
411,474		Remaining Amount	(70,243)	

INFORMATION ITEM – R

DATE: June 10, 2021
RE: Security Camera Proposal
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW


- Port security system is designed to handle 60 cameras for 30-day memory retention. We currently have five cameras installed.
- Staff is proposing to add more cameras for the next fiscal year.
- Proposed locations would provide better monitoring coverage of Port property specifically in the public parking areas. Each 360-degree camera dome has 4 cameras counting towards the total number of cameras to the system.


DOCUMENTS

- Proposed Security Camera Locations, 1 page



Approximate locations of proposed new cameras.

 Single camera 90-degree view

 Four camera 360-degree view

INFORMATION ITEM – S

DATE: June 10, 2021
RE: Crown Plumbing Change Order
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- A procurement for the underground plumbing was completed for the reopening of the existing main RV Park restroom. Crown Plumbing provided the lowest proposal for this work at \$3,845.
- Staff did anticipate there would be some extra work from unknowns. We did not expect the amount of plumbing upgrades that ended up being needed. The rough-in plumbing was not compatible with the new fixtures. The result was more plumbing upgrades were needed that caused for more materials and labor.
- Added materials totaled \$1,748.14. Extra 34 labor hours totaled \$5,440. Credit of \$200 for the Port completing the permit work. Total added change amount is \$6,988.14. Crown Plumbing total amount is now \$10,833.14.
- Port staff supervised the progress of the changes and confirmed the extra charges.
- The total project expenses including this change order is at \$76,227. The restroom was reopened to the public on May 28. The showers will remain closed until refurbishing work and final county inspection are completed.

DOCUMENTS

- Procurement Request and Crown Plumbing proposal, 3 pages
- Before picture, 1 page
- Construction pictures, 18 pages
- Restroom Refurbished pictures, 5 pages
- Crown Plumbing Final Invoice, 1 page

PORT OF BROOKINGS HARBOR

Tiara

Procurement Request

Project Name: RV Park Plumbing Contract No. _____

Purchase Agreement Contract
 Purchase Order No. 1977

Award Information:

Company Name

Crown Plumbing

w-9/Insurance certified payroll
Special Notes or Comments

Contact Person:

Address:

Telephone:

No.	Proposals / Quotes	Units	Quantity	Total \$
	New Hope plumbing	95 pr. HR		4950.00
	Crown Plumbing	160 ⁰⁰ pr. hr.		3845.00
	Alex Odonell Plumbing N/A			
	Gold Beach Plumbing (Disconnected)			

same
non 1st
refuge

Prepared by:

TRAVIS WEBSTER

Print Name

Fund Account:

Port construction fund.

General Fund

Capital Improvements

Debt Service

Revenue Bond

Department:

Marina

Boat Yard

RV Park

Port Office

Fuel Dock

Commercial Retail

Approved by GM:

Signature

Print Name

Date

Approved by Board Commissioner:

Signature

Print Name

Date

Approved by Board Commissioner:

Signature

Print Name

Date



Serving Metro & Willamette Valley

CONTRACT FOR PLUMBING SERVICES AND MATERIALS

March 5, 2021

Submitted by:
Crown Plumbing
5429 SE Francis St
Portland, OR 97206

Submitted to:
Port of Brookings Harbor
Travis Webster
16330 Lower Harbor Rd
PO Box 848
Brookings, OR 97415
travis@portofbrookingsharbor.com

PROPERTY LOCATION: 16330 Lower Harbor Rd Brookings, OR 97415

Crown Plumbing CCB #163063 offers and agrees to furnish materials and labor in accordance with the below specifications.

- Reroute 6 floor drains through sand interceptor in RV park restroom. Approx. 100' of piping. Tie onto existing vent piping. If vent piping is not usable, we will reroute vent up interior wall with exposed piping. Does not include trap primers. Others to provide drain bodies and interceptors. Crown Plumbing to provide pipes and fittings.
- Permits included.

Base Contract Total

\$3,845.00

Payment Schedule:

50% due upon signing in the sum of: \$1,992.50

40% due at completion of rough in phase

Balance along with any additional charges due at completion prior to final inspection.

Late fee of \$25.00 and 18% interest charged monthly on past due accounts

\$160.00 for extra work

Extra Charges/Change Orders:

Any alteration or deviation from specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate.

Once the existing plumbing system has been altered there is potential that existing piping/fixtures may be affected. If this is the case additional charges may incur.

Estimate is based on project being ready at the time of schedule date. If plumbers arrive and project is not ready additional trip charges of \$250.00 per plumber may apply.

5429 SE Francis Street
Portland, OR 97206
Dir 503-771-9449
Fax 503-771-9454

info@crownplumbingpdx.com
www.crownplumbingpdx.com

CCB#163063



Serving Metro & Willamette Valley

Any plumbing fixtures supplied by others to be plumbing code approved and on site at the start of the job. Extra charges could incur for special or complicated fixtures that are not known at contract signing.

Warranty:

Contractor carries all liability insurance and bonds required by the state. All services to be provided will be performed in a diligent, professional, and workmanlike manner in good faith and according to good industry practices. The services provided under this contract shall be warranted for a period of twelve (12) months following the satisfactory completion of the applicable Services. Where products are supplied that are protected under a manufacturer's warranty, this will serve as the consumer's warranty in the case of product failure. No warranty on fixtures provided by others.

Unforeseen/Concealed Conditions:

If conditions are encountered on the site which are subsurface or otherwise concealed physical conditions which differ materially from those contemplated, or physical conditions of an unusual nature are encountered and cause a furtherance to the Contractor in time or materials, the Contractor will be entitled to an equitable adjustment in the contract price, an extension of the completion date, or both, by change order. For example, but not limited to: excavation of rock 1.5" or larger in diameter or excessively rocky or root filled ground.

Asbestos:

All commercial buildings regardless of construction date and residential buildings constructed before 2004 must have an asbestos survey conducted by an accredited inspector prior to any demolition or renovation activities done by a contractor, business owner or property manager.

Small projects: Maintenance and comparable activities limited to less than three square feet or three linear feet, provided the removal is part of a needed repair operation, may be exempt from certain rules.

Intl. *TW* Attached

Lien Rights:

I acknowledge that I have received the lien rights notification package required by the construction contractor's board rules. Intl. _____

ACCEPTANCE

I hereby accept and understand this contract. Payment will be made as outlined above.

PO# 1977 *(TBW)* PO# _____ Date 3/12/21

Note: This contract may be withdrawn by Crown Plumbing if not accepted within 30 days.

5429 SE Francis Street
Portland, OR 97206
Dir 503-771-9449
Fax 503-771-9454

info@crownplumbingpdx.com
www.crownplumbingpdx.com

CCB#163063



289



290

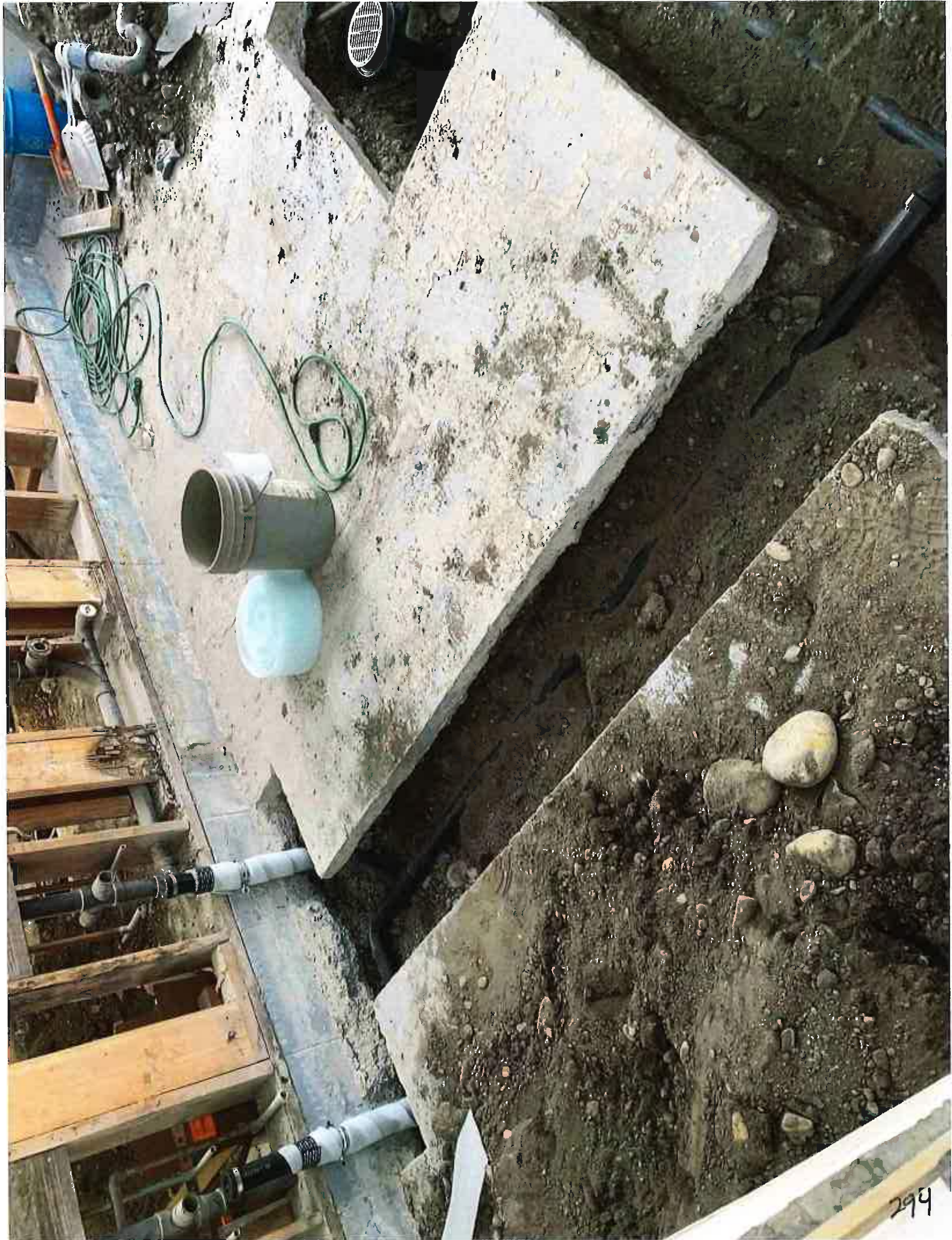




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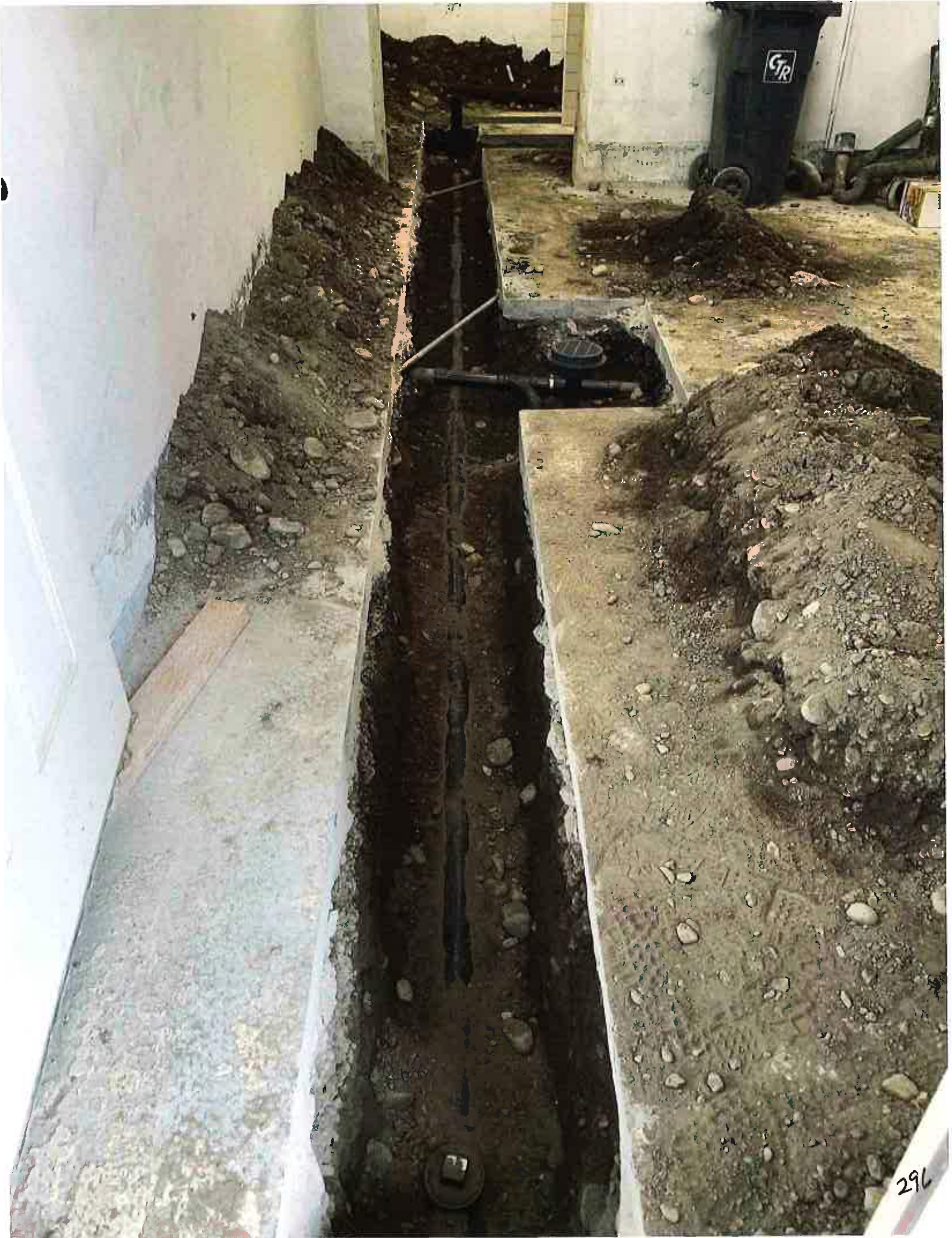


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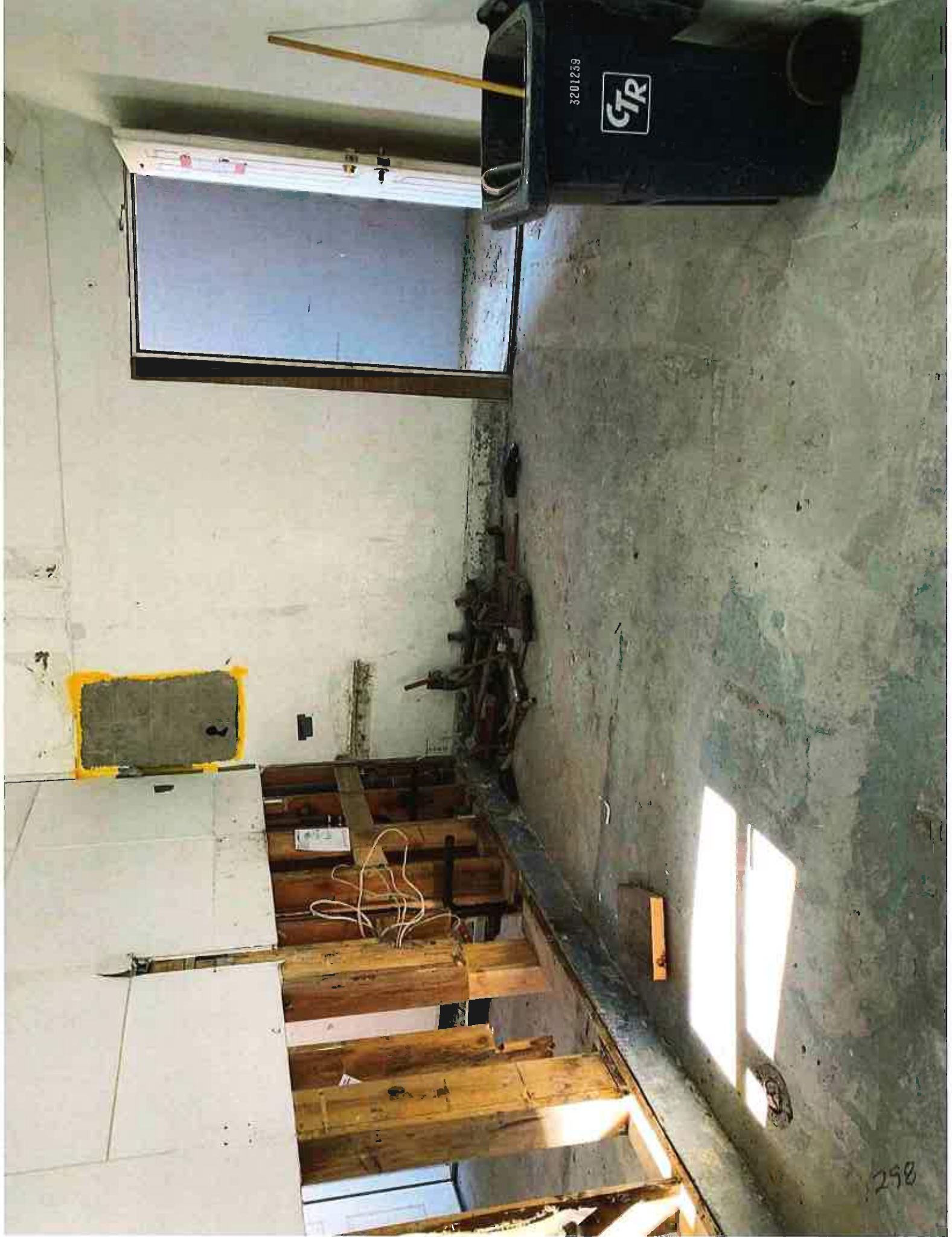
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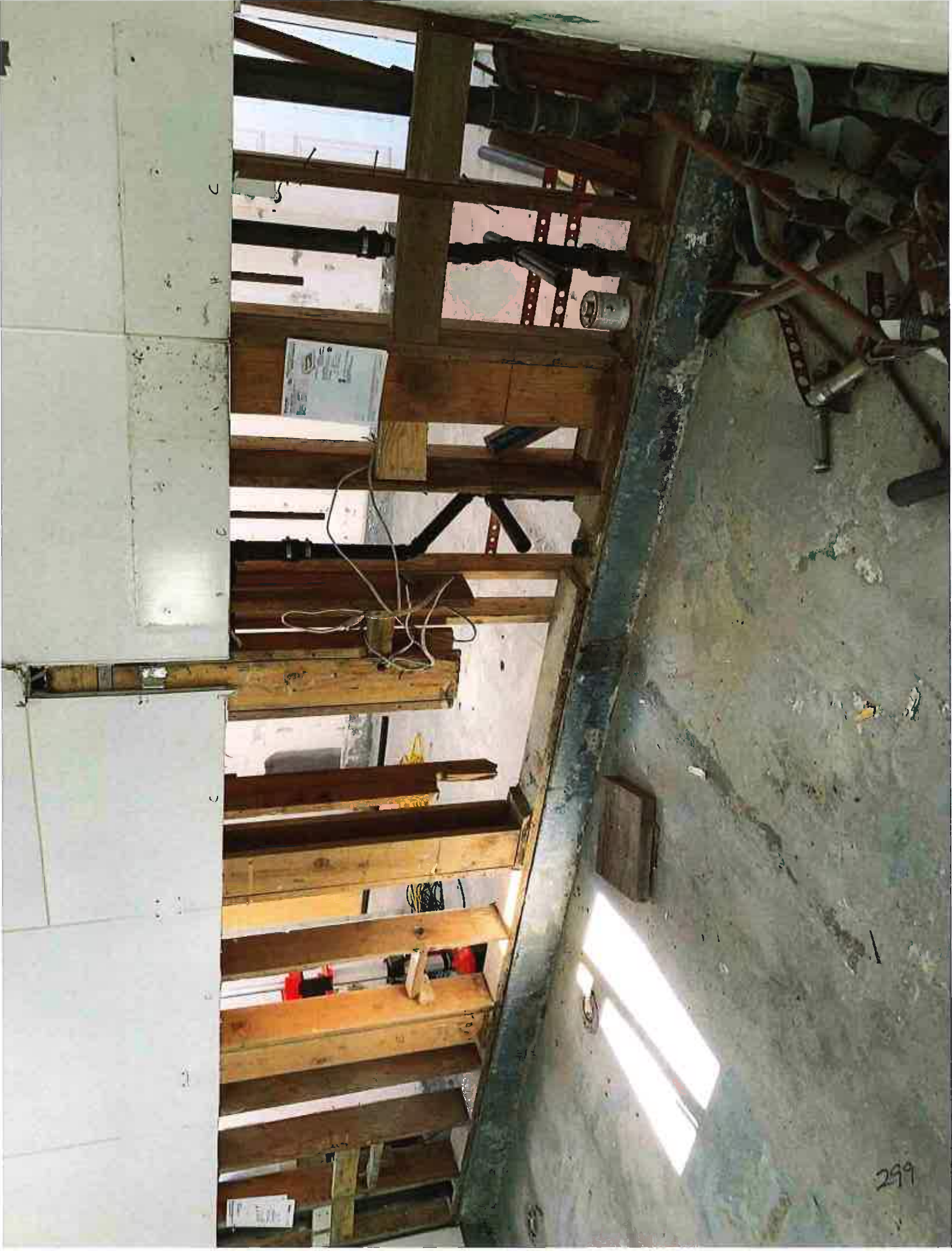
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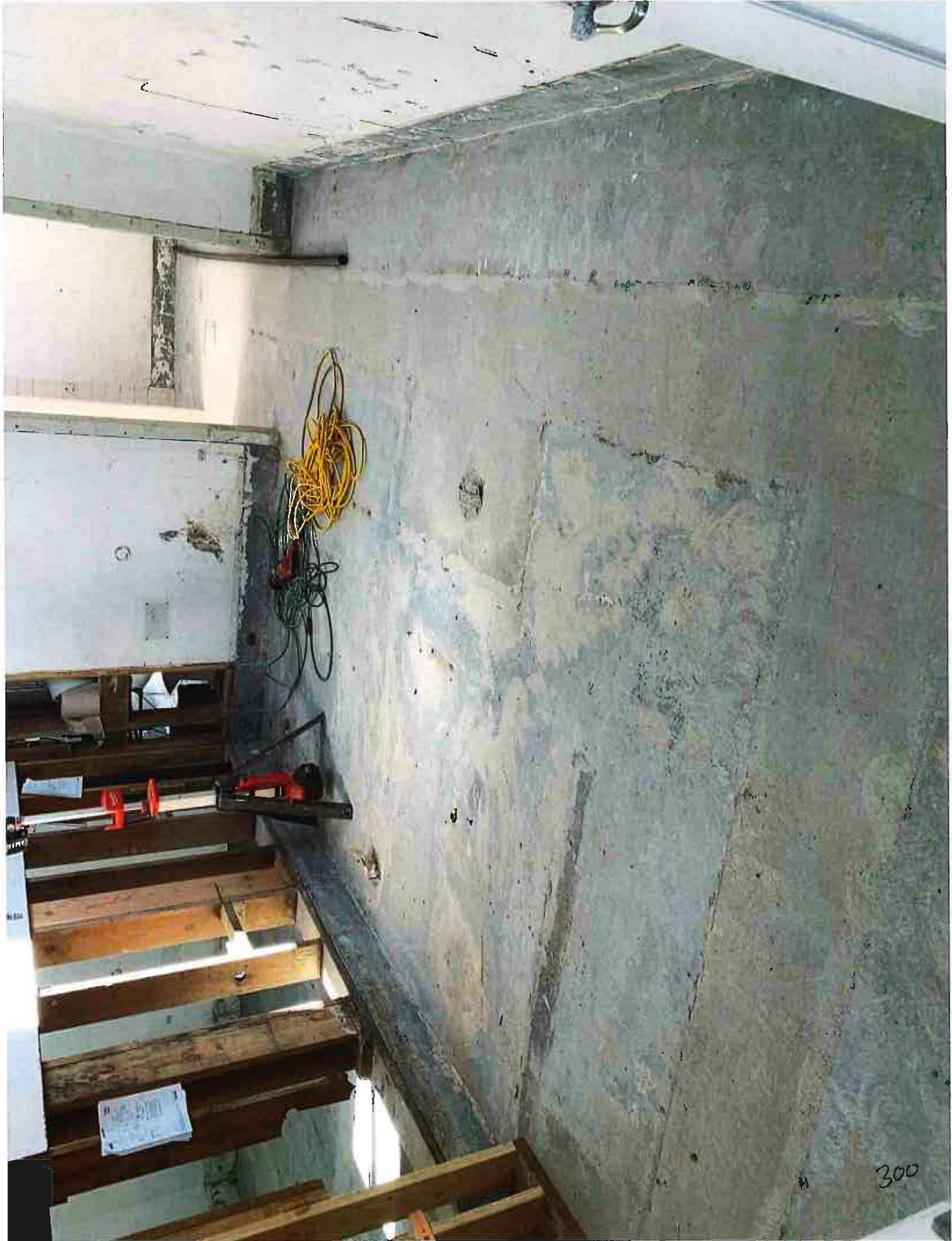
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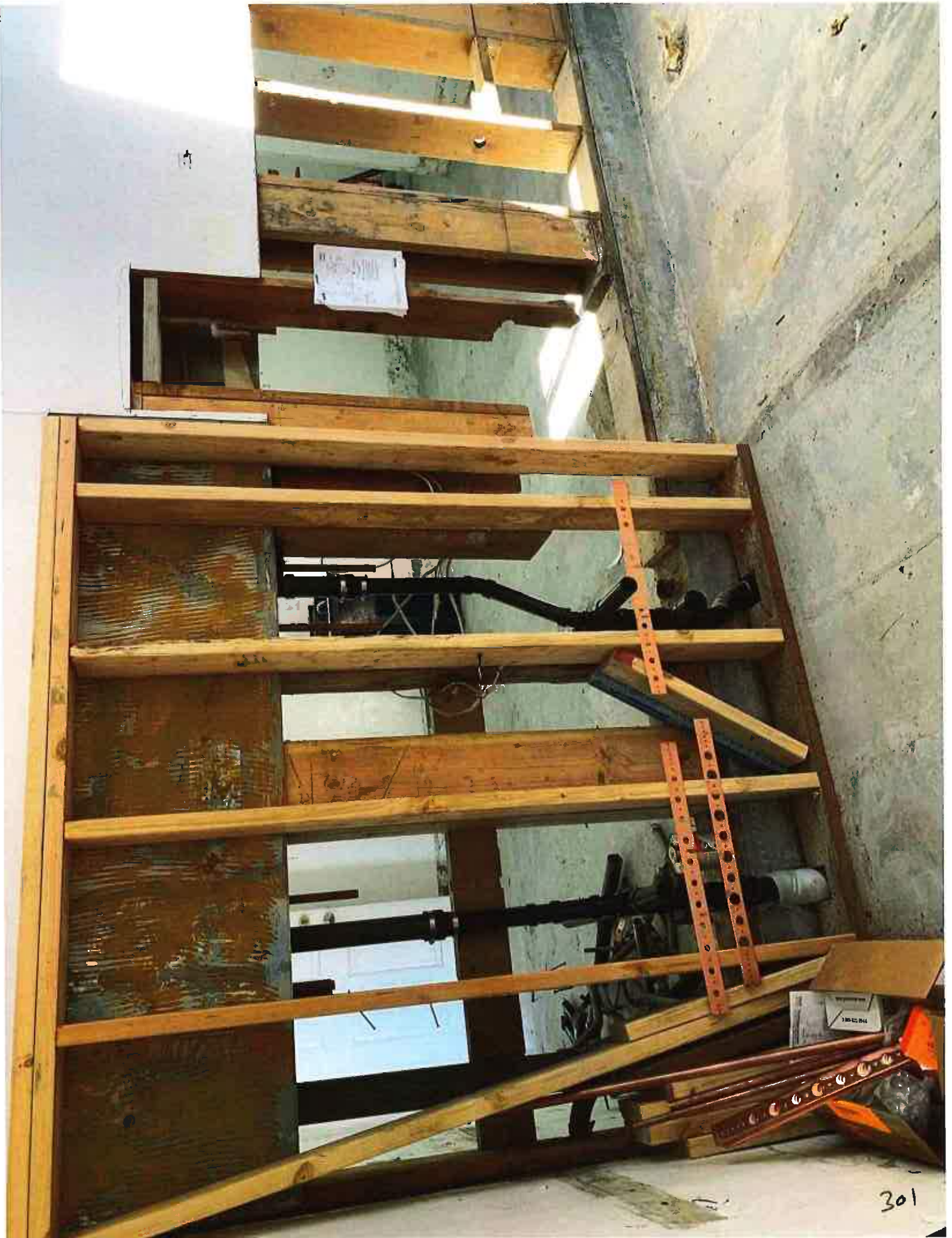
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299



300



301



POBH3-11

POBH3-11

202

Concrete Slab 18" x 22" x 4"
Type Bowl Laundry Sink K3
WCL19210509ACTMC

MIL 1921 2000
with 1/2" PEX tubing and 1/2" AL
plastic 1/2" x 1/2" elbows
and 1/2" x 1/2" tees using other
ERACTMC 2000

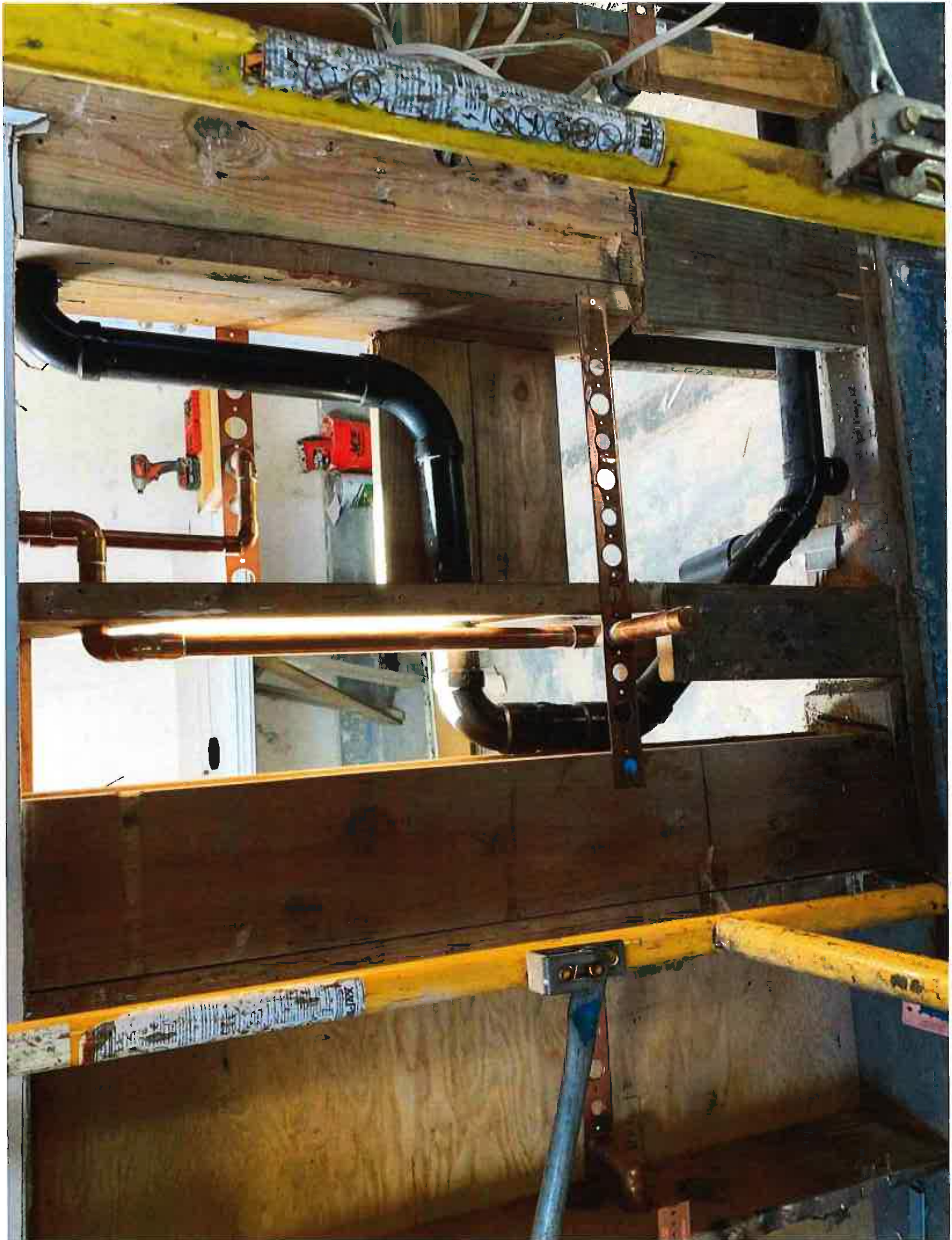
See instructions for
installation and operation
of this product. Do not
use for any other purpose.
Do not use for drinking
water. Do not use for
industrial or commercial
purposes. Do not use
for any other purpose.
Do not use for any other
purpose. Do not use for
any other purpose.

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POBNS-4

303



ELKAY
ON

305





306



307



308







311



312

Crown Plumbing

5429 SE Francis St
Portland, Oregon
97206
United States
P.: 5037719449
E.: joni@crownplumbingpdx.com



Invoice Submitted To:

Port of Brookings-Beachfront RV Park

16035 Boat Basin Rd
Brookings, Oregon
97415
United States
P.: 541-291-7380

INVOICE	
Invoice #	10766A
Invoice Date	17-Mar-2021
Terms	COD

Job Code	Job Address
10766	16035 Boat Basin Rd, Brookings, Oregon, 97415, United States

Job Notes :

- Reroute 6 floor drains through sand interceptor in RV park restroom. Approx. 100' of piping. Tie onto existing vent piping. If vent piping is not usable, we will reroute vent up interior wall with exposed piping. Does not include trap primers. Others to provide drain bodies and interceptors. Crown Plumbing to provide pipes and fittings.

Description	Qty.	Unit Price	Tax	Sub Total
As per estimate.	1.00	3,845.00	0.00	3,845.00
Extra materials., Top out \$1,376.84 Finish \$371.30	1.00	1,748.14	0.00	1,748.14
Extra Labor., 18 hours - top out. 16 hours finish.	1.00	5,440.00	0.00	5,440.00
Did not buy permit.	1.00	-200.00	0.00	-200.00
Total:				\$ 10,833.14
(+) Tax:				\$ 0.00
Grand Total:				\$ 10,833.14
Amount Paid:				\$ 1,992.50
Amount Due:				\$ 8,840.64

Invoice Notes :

PAYMENT STUB

Crown Plumbing
5429 SE Francis St
Portland, Oregon 97206
United States
P.: 5037719449
E.: joni@crownplumbingpdx.com

Client	Port of Brookings-Beachfront RV Park
Client Phone	541-291-7380
Invoice #	10766A
Invoice Date	17-Mar-2021
Amount Paid	1,992.50

INFORMATION ITEM – T

DATE: June 10, 2021
RE: Delinquent Account Write Off Request
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Once a year, typically before the end of the fiscal year, delinquent accounts are reviewed and written off per Resolution 478. Port Manager has the authority to write off delinquent accounts below \$1,000 and submit to a collection agency, if we find the accounts unretrievable. Any amounts over \$1,000 requires Board action.
- Staff has prepared a summary account and attached for your review for each request:

#	Name	Type of Account	Amount Owed
1	Ashley Krauss	Recreational Moorage	\$11,710.77
2	Angel Ross	Recreational Moorage	\$2,598.09
3	Leanna Suggs and Andrew Axelse	Transient Moorage	\$2,625.00
4	Corey Sample	Gear Storage	\$1,592.53
5	CBN Enterprises/Barbara Ciaramella	Commercial Retail	\$6,892.90
6	Whale's Tail Candy/Becky Hanner	Commercial Retail	\$4,333.08
7	Mark Fowler	Recreational Moorage	\$1,605.00
8	Dawn Hatch / John Hartt	Recreational Moorage	\$3,640.16

DOCUMENTS

- Delinquent Account Write Off Requests, 28 pages



Delinquent Account Write Off Request

Customer: Krauss, Ashley **Amount Owed:** \$11,710.77 **Date:** June 7, 2021

Requesting permission to write off charges on account receivable as uncollectable.

Notes and timeline of collection attempts on the account of Krauss, Ashley.

- 9/28/2018 3:26:01 PM: I called Ashley about overdue moorage and electrical charges back to June. She was astounded at the increase for moorage. She also mentioned her vessel was robbed, would like more security, cameras, etc... I suggested she write a letter to the Board of Commissioners. She also wanted to know if she could move closer to Leon Kramer so he could keep an eye on her vessel. I said I would get this to Danielle and Travis, our Harbormaster.kb
- 8/15/2019 9:12:07 AM: **I just spoke with Ashley concerning her moorage and the fact that she is more than 90 days in arrears.** She stated that she had not been getting the mail that we have been sending her due to family issues. She did acknowledge that she received my email of the June 28th with the attachments and list of what was needed to continue with long term moorage. Ashley stated that she still has that email. I gave Ashley the amount owed and explained that she would have to pay the total amount owed for monthly that has accrued up until a new moorage agreement can be made, providing that she submits the required documents. She said that she needed to look into somethings concerning a better address to send mail to and what to do going forward but would call me back with some decisions and a credit card to get caught up on what she owes at this time. Di
- 10/11/2019 10:48:52 AM: **Travis just spoke with Ashley's mom and explained that we still do not have the required documentation to continue to allow Ashley's vessel to be moored at the Port.** Travis explained that if we do not have the required documentation by next week, the vessel would be locked down. Di

Documentation still needed:

1. Insurance
 2. Signed moorage agreement
 3. Copy of registration
 4. Picture of vessel
 5. Copy of current picture ID
- 10/18/2019 3:33:27 PM: I talked to Ashley's mom Amy Walker, today, she called saying Ashley is attending college in Alabama, and the mail has been going to their house in Florida, but she hasn't checked through Ashley's mail until Dianna recently called.

I read her the list, from Dianna's note, of Documentation still needed:

1. Insurance
2. Signed moorage agreement
3. Copy of registration
4. Picture of vessel
5. Copy of current picture ID



She is going to try to gather all this stuff over the weekend and will follow up with Dianna on Monday. She is hoping if she can get everything together, that we can switch Ashley back to a more affordable moorage term instead of monthly.... I told her that once we have all the documentation, we can discuss that with the harbormaster, but that I wasn't going to waste his time on making that decision until all of the paperwork is in order. AS

- 10/21/2019: Travis spoke with Ashley today who is working with her mother to get the information needed to be able to insure the vessel. Ashley told Travis that she would call him back on Friday, 10/25/2019 to update him as to what they have been able to accomplish and what still needs to be done. Di
- 10/28/2019 12:52:52 PM: As of today, I have not heard back from Ashley or her mother. Di
- 10/29/2019 2:59:11 PM: Travis instructed me to continue with monthly billing. Di
- 11/6/2019 11:52:02 AM: We have not received any information back from Ashley as of today. Di
- 11/13/2019 4:36:50 PM: Travis just spoke with Ashley. She told him that her mother had the paperwork for the vessel, and she would be getting that from her and contacting insurance companies to find out what else she needs to get the vessel insured. Travis told her he would help set up the survey if that is what was need but that she only has 1 month to get the vessel insured or the Port would have to pull it out of the basin. Ashley told Travis that she would keep in contact with him as to her progress. Di
- 12/5/2019 3:15:31 PM: Sent 90 days overdue notice via USPS and email. Kb
- 12/30/2019 4:57:02 PM: Travis spoke with Ashley on Friday, December 27th and again on the 29th and 30th via text. Ashley stated that she does need a survey done on the vessel "Reality" but that she also could not afford the boat and going to college. She would like to get the survey and sell the vessel as soon as possible. Travis sent Ashley two different surveyor's contact information and reminded Ashley that she also needs to make payment on what she owes now. Waiting to hear back from Ashley. Di
- **1/2/2020** 11:46:00 AM: No payment on account has been made since 12/5/19 "90 Day Overdue" notice was mailed.
Dianna is still waiting for paperwork from Ashley. She and Travis have sent Ashley information to have the vessel surveyed for insurance. They last communicated with her on 12/30/19.

Per Travis, sent a Demand Notice today, as per our normal policy, via certified mail. AS

- 1/9/2020 8:56:00 AM: Ashley contacted the Harbormaster via text message on 01/08/2020. She requested cost of tow & haul out which the Harbormaster provided to her (\$893), not including yard days. Di
- 2/5/2020 7:24:14 AM: A demand for payment was sent out on Jan. 2, 2020 that came back unclaimed. I resent the notice and invoices via email since this seems to be the best way to contact Ashley. Di
- 2/12/2020 Sent Demand Notice via Certified Mail, Signature Required, for \$4,945.14 (account balance) to Ashley's new address:
Tuscaloosa, AL 35401



Other Demand Notices have been returned Unclaimed by the Post Office: The Port Staff has recently learned Ashley has moved, so a new Notice was issued to her most current address.
AS

- 2/19/2020 7:18:38 AM: Received notice from Certified Mail of Delivery and from USPS proof of delivery on February 15, 2020, to Tuscaloosa, AL 35401 to Ashley Krauss with signature. Kb
- 6/18/2020 9:43:34 AM: Upon review of moorage termination notice from Martha, process to begin for moorage termination. I will wait to receive reviewed letter before proceeding. Kb
- **6/22/2020 3:50:52 PM: Gary wants to send a reminder letter before sending termination letters.** I put together the notes on account, stored POBH, Marina, Moorage/Storage Terminations. Kb
- 10/6/2020 3:47:42 PM: Travis inquiring on the status of this account and requesting a timeline of activity on collection process. FYI...All statements and letters sent out have been returned UNCLAIMED. The recent return of Certified Mail was received on 10/06/2020 containing Delinquent Account Notice, this was the letter Gary sent out on July 1, 2020.
- **11/20/2020 1:20:28 PM: Moorage Termination commences.**
Moorage was due for renewal on May 1, 2019. We have not received:
 1. Moorage Agreement
 2. Payment
 3. Proof of Insurance (none on file)
 4. Registration of vessel
 5. Photo ID
 6. Picture of vessel
 7. Also has failed to provide an updated / valid mailing address.(All mailed correspondence, as well as emailed correspondence, have been returned undeliverable). The only contact information the Port has currently, is her cell phone number. Drafting a termination letter. AS
- 3/1/2021 11:16:02 AM: Sent 90 days past due notice, deadline March 15, 2021.kb
- 3/11/2021 8:16:33 AM: on 3/10/2021, the "Reality" Moorage was assigned to new owner Giovanni Costantino. Gave Ashley's file to Kim since we are in the process of trying to get payment from her on her past due invoices. AS
- 3/15/2021 2:19:51 PM: Sent DEMAND NOTICE for 90 day's overdue amount of \$1,410.10 must be paid in full by March 26, 2021. Sent via USPS to Tuscaloosa, AL 35401 and email on file: - EVEN THOUGH we have received returned mail.kb
- 3/31/2021 3:11:39 PM: Sent via email & USPS 90 days overdue notice in the amount of \$2,115.15. kb
- 04/30/2021 12:26:32 PM: Demand Notice amount due \$11,541.09 sent on 05/01/2021 via USPS and email with a deadline of May 14, 2021.



- 5/14/2021 3:22:44 PM: Ashley called today about outstanding debt. Gary and I spoke with her. Gary suggested she put together a summary of events causing her debt and we could get it to the board for any kind of consideration of relief and/or help. She indicated she has no mail address. Her email address is valid as well as her phone number. Gary said we would put collection process on hold while awaiting her letter to the board. I sent her an email with Gary's email to send the letter. kb

- 6/7/2021 4:56:23 PM: Customer failed to either pay or contact us in the required allotted time per Demand Notice sent on April 30, 2021, (deadline was May 15, 2021). Requesting these charges be written off accounts receivable as uncollectable. kb

- Write off this account on accounts receivable as uncollectable and **submit this to collection agency in the amount of \$11,710.77.**

- Write off this amount on accounts receivable as uncollectable in the accounts receivable and **do not submit this to collection agency in the amount of \$11,710.77.**

- Other Agreement/Terms as presented and approved.** Customer balance is \$11,710.77.

Authorized / Attached Minutes

Date

8:24 AM

06/08/21

Accrual Basis

Port of Brookings Harbor
Balance Details for Krauss, Ashley
All Transactions

Type	Num	Date	Memo	Due Date	Amount	Open Balance
Invoice	FC 1135	05/31/2021	Finance Charge	05/31/2021	169.68	169.68
Invoice	FC 1003	04/30/2021	Finance Charge	04/30/2021	30.07	30.07
Invoice	FC 910	03/31/2021	Finance Charge	03/31/2021	30.24	30.24
Invoice	FC 862	02/26/2021	Finance Charge	02/26/2021	29.22	29.22
Invoice	FC 795	01/29/2021	Finance Charge	01/29/2021	30.24	30.24
Invoice	FC 720	12/31/2020	Finance Charge	12/31/2020	52.50	52.50
Invoice	20202617	12/01/2020	Monthly Moorage, Dec 2020	12/01/2020	705.05	705.05
Invoice	20202358	11/01/2020	Monthly Moorage, NOV 2020	11/01/2020	705.05	705.05
Invoice	20201983	10/01/2020	Monthly Moorage, October 2020	10/01/2020	705.05	705.05
Invoice	20201814	08/04/2020	Monthly Moorage, September 2020	03/04/2021	705.05	705.05
Invoice	20201597	07/14/2020	Monthly Moorage, August 2020	02/11/2021	705.05	705.05
Invoice	20201399	06/25/2020	Monthly Moorage July 2020	02/23/2021	705.05	705.05
Invoice	20200979	05/12/2020	Monthly Moorage June 2020	02/10/2021	686.76	686.76
Invoice	20200805	04/29/2020	Monthly Moorage May 2020	03/30/2021	686.76	686.76
Invoice	FC 553	03/31/2020	Finance Charge	03/01/2021	78.26	78.26
Invoice	20200529	03/03/2020	Monthly Moorage April 2020	03/03/2021	686.76	686.76
Invoice	FC 491	02/27/2020	Finance Charge	02/26/2021	54.84	54.84
Invoice	20200297	02/03/2020	Monthly Moorage: March 2020	02/26/2021	686.76	686.76
Invoice	FC 438	01/31/2020	Finance Charge	02/23/2021	52.50	52.50
Invoice	20200106	01/08/2020	Monthly Moorage: February 2020	02/07/2021	686.76	686.76
Invoice	FC 377	12/31/2019	Finance Charge	12/31/2019	46.04	46.04
Invoice	FC 318	11/27/2019	Finance Charge	03/30/2021	18.28	18.28
Invoice	20193661	11/20/2019	Monthly Moorage: January 2020	03/23/2021	686.76	686.76
Invoice	20193592	11/06/2019	Monthly moorage November 2019	04/09/2021	686.76	686.76
Invoice	20193561	11/05/2019	Monthly moorage December 2019	04/08/2021	686.76	686.76
Invoice	FC 245	10/31/2019	Finance Charge	04/03/2021	21.00	21.00
Invoice	20193064	09/11/2019	Monthly Moorage October 2019	04/14/2021	686.76	686.76
Invoice	20192734	08/15/2019	Monthly Moorage September 2019	04/18/2021	686.76	686.76
Total					11,710.77	11,710.77



Delinquent Account Write Off Request

Customer: Angel, Ross **Amount Owed:** \$2,598.09 **Date:** June 7, 2021

Requesting permission to write off charges on account receivable as uncollectable.

Notes and timeline of collection attempts on the account of Angel, Ross.

- 9/6/2017 11:29:43 AM: Customer brought in a check that was taped to the back outside door in the amount of \$375.00 dated 8/4/17. I received the check and sent copy of invoice showing remaining amount due via email. kb
- 1/10/2020 10:15:41 AM: Received an email today confirming current mailing address, in Los Angeles California. AS
- 12/9/2020 8:03 AM: Have sent several emails regarding their renewal being due on Nov 1st. Their 30-day grace period was up 12/1/20. I left a message and sent an email asking them to get ahold of me by the end of the day or their moorage will be terminated. AS
- **12/10/2020 8:55:16 AM: Moorage was due for renewal on November 1, 2020, we have not received:**
 - **Moorage Agreement**
 - **Payment**
- 12/10/2020 8:55:16 AM: Boat displays no registrations stickers (found online to be registered through 2021, however there are no stickers on the vessel). Drafting a termination letter. AS
- 1/08/2021 1:33:07 PM: Ross left a message stating he will get renewal paperwork to us ASAP. He states he was stuck in England for 2 months due to covid-travel restrictions and his wife is currently stuck in Brazil due to covid-travel restrictions.

He had previously called around 12/18/20 stating the same thing as above. I did call him back at that time and left him a voicemail stating he would still be responsible for the monthly invoice amount of \$478.00 for non-compliance with our rules and regulations regarding renewal, and I also stated that once ALL his paperwork was in order, we could accept payment and renew his moorage, but a renewal would not be approved not until all requirements have been received. AS

- 1/15/2021 11:15:12 AM: I spoke with Gary and Travis about Ross's voicemail stating he was delayed in renewing his moorage due to being stuck in England.

Gary and Travis both agreed that he could have emailed, faxed, or gotten the moorage renewal, and payment, to us one way or another, if he had tried to send it on time / prior to termination.

Gary approved an extension until Wednesday, January 20th for Ross to submit his moorage agreement and payment. (If we do not receive those things by Wednesday, the Port will continue with termination).

Travis also stated that if the boat is registered (which it is through 12/31/21) we will allow Ross to affix the sticker to the boat next time he is here.



I called Ross regarding the new deadline of Wednesday, January 20th. I emailed him a fillable moorage agreement because he claims he cannot get into his wife's email account and claims he has not gotten his mail since returning to the states due to his quarantine.

He knows he must send that back and submit payment by Jan 20th. I told him by phone AND in the email I sent today. AS

- 1/25/2021 12:59:16 PM: Travis attempted to call Ross 2 times, January 21 and January 22 and was unable to leave a message. kb
- 1/25/2021 12:59:16 PM: **Progressive sent a Notice of Cancellation (due to Non-Payment) for Ross Angel's boat insurance.** The Notice of Cancellation states: "This policy will terminate and all liability of the company under it will cease on 12/15/2020 at 12:01 AM Standard Time". The notice is in his Moorage file. AS
- 1/25/2021 1:37:48 PM: Ross was given, upon request, additional time to submit the Moorage License Application and his payment. The deadline was given to him verbally by phone and noted in an email sent to him on 1/15/2021. He had until 5:00 pm on 1/20/2021 to submit his Moorage License Application and his payment. As of today, he has not responded to my email, or submitted the items required. He has not called the office, nor have we been able to contact him (Travis called 1/21 & 1/22). Therefore, a Second Notice of Termination has been issued. It has been emailed to Ross, sent by Certified Mail to Ross, and posted on the vessel. (A copy is in his file).

He has until 2/5/2021 to remove the vessel from the Port. AS

- 1/26/2021 Ross left a voicemail (that I assume was in response to the Second Letter of Termination being emailed to him on 1/25/21).

In the approximately 6-minute message he left, he said that he was working on getting everything squared away, that he should have everything to us by the beginning of next week & that he wishes he could tell us what day, but he is not sure. He stated that he has company coming so he cannot say exactly what day he would have everything to us.

He said, "bear with me, I'm sorry, it's only 1500 bucks, it's not a big thing" (and he mumbled something about getting a loan for \$62,000 this week). He repeated "bear with me" and then said, "don't do anything crazy, ok?" Then he said, "let me just get this thing handled, bear with me, ok?" Then he said "I know it is an inconvenience for you, bear with me, ok? I'm trying to keep everything on stand-by, so I don't lose anything, until this thing blows over" He ended with saying "Just stand-by, ok?"

I relayed this message to both Gary and Travis. "They asked me to send Ross an email stating that the Port is continuing with Termination and that he has until February 5th to remove his vessel." (A copy of that email is in his file). AS

- **2/5/2021: Termination official. Seizure process to start per Travis.** Created 1st Pre-Seizure notice and sent via certified letter and attached to vessel. kb
- 2/10/2021 11:20:16 AM: Received confirmation of claimed certified 1st notice with signature, delivered to an individual at the address on February 9, 2021, at 2:16pm. kb
- **2/22/2021 8:27:23 AM: Created 2nd Pre-Seizure notice** and sent via certified letter and attached to vessel. Also emailed a copy to Mr. Angel. kb
- **3/5/2021 8:22:05 AM: Created 3rd and FINAL Pre-Seizure notice** and sent via certified letter and attached to vessel. Also emailed a copy to Mr. Angel. Kb



3/9/2021 11:22:36 AM: Ross came into the office today. He said he is here to get his boat, put it on a trailer and take it home tomorrow. I called Travis to talk to Ross. I printed the invoices and statements due for Travis to give to Ross. Travis told Ross to talk to Kenny at the Boat Shop about hauling the boat and putting it on a trailer. AS

- 3/12/2021 9:47:52 AM: Received Proof of Delivery for 3rd and FINAL Preseizure notice, signed for by Ross Angel at Los Angeles, CA on March 8, 2021, at 12:51pm. kb
- 3/25/2021 1:56:33 PM: **Per message that Ross Angel left today.**

He said "that the truck he has coming to move his boat got stuck in Oklahoma due to bad weather and will not be arriving on time. He hopes that it will be here early next week. He said if we need to contact him the best number right now is his cell of 213-776-8316". AS

- 3/31/2021 3:05:15 PM: Sent 90 days overdue notice in the amount of \$478.00. kb
 - Ross left a voicemail on Sunday, 4/4/21 at 9:30 am stating he received his bill and knows what he owes the Port and that he will call us "hopefully later this week" to arrange payment. AS
- 4/8/2021 3:39:43 PM: Ross called again, he said he is trying to sort out his bill as to what he is going to pay and what he is going to ask his insurance company to pay.... he said he should have it sorted out in a week or so and will then submit payment. AS

- 4/7/2021 10:11:22 AM: I received a call from Alex at Progressive Insurance today. Progressive will be issuing a check to POBH in the amount of \$105.00 that will pay for pump out invoice #20210428.
- 04/30/2021 12:26:32 PM: **Demand Notice amount due \$2,559.91 sent on 05/01/2021 via USPS and email with a deadline of May 14, 2021. Charges on account are Moorage NOV 2020, Moorage DEC 2020 – MAR 7, 2021, Moorage MAR 8 – MAR 25, 2021, and finance charges.**
- 5/3/2021 10:06:39 AM: Received an email requesting a breakdown on charges. Replied with a Balance Detail Report and copies of all invoices on account. Kb
- 5/13/2021 8:35:06 AM: Received an intent to cancel due to non-payment from Progressive.

Making a note because the address listed on it for Ross is different than the one, we have on file:

- 6/7/2021 1:42:20 PM: Customer failed to either pay or contact us in the required alot time per Demand Notice sent on April 30, 2021, (deadline was May 15, 2021). Requesting these charges be written off accounts receivable as uncollectable. Kb

Write off this account on accounts receivable as uncollectable and **submit this to collection agency in the amount of \$2,598.09.**

Write off this amount on accounts receivable as uncollectable in the accounts receivable and **do not submit this to collection agency in the amount of \$2,598.09.**

Other Agreement/Terms as presented and approved. Customer balance is \$2,598.09.

Authorized / Attached Minutes

Date

1:53 PM

06/07/21

Accrual Basis

Port of Brookings Harbor
Balance Details for Angel, Ross
All Transactions

Type	Num	Date	Memo	Due Date	Amount	Aging	Open Balance
Invoice	FC 1051	05/31/2021	Finance Charge	05/31/2021	38.18	7	38.18
Invoice	FC 986	04/30/2021	Finance Charge	04/30/2021	36.94	38	36.94
Invoice	FC 897	03/31/2021	Finance Charge	03/31/2021	7.78	68	7.78
Invoice	20210545	03/24/2021	Moorage for March 8 - March 25, 2021 - due to ...	03/24/2021	425.60	75	425.60
Invoice	20210445	03/05/2021	Dec 2020 - March 7, 2021 - due to Moorage Te...	03/05/2021	1,673.60	94	1,593.20
Invoice	FC 851	02/26/2021	Finance Charge	02/26/2021	6.60	101	6.60
Invoice	FC 782	01/29/2021	Finance Charge	01/29/2021	11.79	129	11.79
Invoice	20202826	12/10/2020	Moorage for Nov 2020 - due to Moorage Termi...	12/10/2020	478.00	179	478.00
Total					2,678.49		2,598.09



Delinquent Account Write Off Request

Customer: Leanna Suggs & Andrew Axelse F/V: SEUTE DEERN

Amount Owed: \$2,635.00 **Date:** June 7, 2021

Requesting permission to write off charges on account receivable as uncollectable.

Notes and timeline of collection attempts on the account of SEUTE DEERN

- 1/25/2021 8:53:10 AM: **The "Seute Deern" came into the Port of Brookings Harbor on Wednesday evening, January 20th, 2021.**

On Thursday January 21st, 2021, a woman came into the office and said her boat was broke down on the "fish dock" with dead batteries. Travis and I spoke with her and determined it was tied up and broke down at Steel Wall, with dead batteries. Travis asked Kenny from the Boat Shop to charge the batteries so the sailboat could move again.

Due to inclement weather, the boat is currently on Basin 2, H Dock with Travis's permission/approval.

The sailboat is currently in our Harbor as a Transient boat under the account name "Leanna Suggs". Ms. Suggs and her companion "Drew" claimed they were heading to Newport when they broke down here. AS

- 1/25/2021 2:01:50 PM: **Owner of "Seute Deern" OAL 50.8 Sailboat is Thomas Sander, per Crescent City Harbor.**
- 1/25/2021 3:04:56 PM: Ms. Suggs and her companion "Drew" came into the office to talk with Travis about their current situation. They said that their boat is still running, the batteries held a charge; however due to the current and upcoming weather, they are unsure when they will be able to leave POBH.

Travis gave them a Moorage Checklist, a Moorage Agreement, and pricing for a 50-foot boat for a week, and a month, so that they could see what is required of all Moorage Holders here.

"They claim the boat has some sort of insurance. They claim they will be able to provide the requirements. They claim they have some money to pay their current bill." Travis asked them to work on getting our list of requirements submitted. He said that once he has all those things, he will talk with them again about any possibility of Moorage, short term, or long term. AS

- 2/16/2021 9:01:40 AM: Voided Transient Dock invoices dated 1/20/21 - 2/8/21 per Travis since he told Ms. Suggs that if they left by 2/4/21 he would waive their charges. Created new invoice for Transient Dock dates 2/13, 2/14 and 2/15/21 since they brought their boat back in to the Port. AS
- 2/16/2021 10:29:16 AM: **Created Post Seizure Notice**, purchased certified postage for 4 addresses, 2 to Thomas & Nancy Sander and 2 to Leanna Suggs & Andrew Axelse. Updated information in Quickbooks. Scanned information into file "Seizures and Liens" under Marina.
- Created an estimate #1569 for \$1,610.00 for haul out, impound fee and 10-yard days.



Travis and Gary had communication with Leanna & Andrew, they said they have decided with the Coast Guard to have the vessel inspected today. Travis will check back at 3pm to see if they have completed. **SEIZURE PROCESS ON HOLD.** Kb

- 2/16/2021 2:33:21 PM: Received a payment for Transient Dates 2/13/21 through 2/17/21 (check out on 2/18/21). Name on Card: Monica C. Burk. AS

- **2/24/2021 10:54:56 AM: The boat, Seute Deern is still at the transient dock.** Travis, Gary, and I had phone conversation with Martha about the best option to pursue with this issue (boat still here and the day and ocean okay to travel). Martha advised the following:

NO COVID-19 Restrictions!! Give verbal notice today that the boat is not seaworthy and cannot remain at the Port. They will have the option to leave at this point if the USCG has reinspected the vessel. Either way the plan is to haul out and impound the vessel. Martha advised to give them opportunity to remove personal property from the vessel before impounding. Charge the appropriate fees. After 30 days and if no payment is made, start the seizure process for non-payment. Kb

- 3/2/2021 1:14:40 PM: **The vessel Seute Deern was found vacant on Monday, March 1, 2021, and moved from the transient dock to the work dock. Per Travis, at this time the vessel is not deemed abandon. Travis to give owner 10 days.** Travis to contact the owner per OSMB registration, Thomas Sander. Kb
- 3/4/2021 4:21:58 PM: **Customer asked verbally to remove the vessel on 02/24/2021 with a deadline of March 5, 2021 (10 days). On March 1, 2021, Harbormaster found the boat was still moored here and appeared to be abandoned. The Port declared the vessel abandoned March 1, 2021.** The seizure process for an abandoned vessel & nonpayment per was started on 3/5/2021, on 03/05/2021, 1st Preseizure Notice sent via certified mail to the following:

Leanna Suggs & Andrew Axelse Thomas M & Nancy R Sander

- 3/12/2021 9:47:52 AM: Received Proof of Delivery for 1st Preseizure notice, signed for by Leanna J Suggs at Crescent City on March 10, 2021, at 11: 54am.kb
- 3/12/2021 9:47:52 AM: Received Proof of Delivery for 1st Preseizure notice, signed for by Thomas M Sander at Laporte, CO on March 9, 2021, at 1: 48pm.kb
- 4/20/2021 3:47:24 PM: Received Unclaimed 2nd and 3rd Preseizure notice. kb
- 04/01/2021: Received Proof of Delivery for 2nd Preseizure notice, signed for by Thomas M Sander at Laporte, CO on March 31, 2021, at 9: 14am.kb
- 04/06/2021: Received Proof of Delivery for 3rd and FINAL Preseizure Notice, signed for by Thomas M Sander at Laporte, CO on April 6, 2021, at 10: 13am.kb
- **4/26/2021 10:34:59 AM: Sent Post Seizure Notice via certified mail to Leanne Suggs and Thomas & Nancy Sanders.** Also sent all preseizure notices and post seizure notice to OSMB with some supporting documents. Deadline is June 7th, 2021.kb
- 5/3/2021 9:00:48 AM: Thomas Sanders came in at 7:00am this morning. He gave us Vessel Renewal Notification Application for Renewal as the previous documentation expired April 30, 2021. It says, " I sold the boat in July 2020 to Leanna Suggs & Andrew Axelse for 25K". According to want he told Gary today, The Coast Guard did not approve the "bill of sale" to Leanna Suggs & Andrew Axelse. That is why it never changed ownership. Mr. Sanders does



not want anything to do with the boat. He has medical issues preventing him from even getting on the boat and wants nothing more to do with the vessel. Gary explained to him the Port will continue the seizure process to gain possession of the vessel. He wants no proceeds from any net gain after the Port sells the vessel. kb

- 5/6/2021 1:23:03 PM: Received Proof of Delivery for Post Seizure notice, signed for by Nancy Sander at Laporte, CO on May 1, 2021, 9:58am. Kb
- 6/2/2021 8:25:53 AM: Received Unclaimed Post Seizure notice sent to Leanna J Suggs, General Delivery Crescent City, CA 95531 as insufficient address. Kb
- **6/7/2021 2:21:54 PM: The Port completed seizure and foreclosure process on the vessel: 1154819, Seute Deern, owners: Thomas M & Nancy R Sander pursuant to ORS 87, Possessory Chattel Liens, and the Port of Brookings Harbor Ordinance No. 1 (1990) on June 7, 2021. This vessel is now ready to post on the public surplus website in hopes of recouping some or all this debt. Requesting to write off these charges from accounts receivable. kb**

Seizure & Foreclosure Process Complete. Write off this account in the amount of \$2,635.00 on accounts receivable as uncollectable.

Authorized / Attached Minutes

Date

3:37 PM

Port of Brookings Harbor

06/07/21 **Balance Details for SEUTE DEERN Suggs, Leanna & Axelse, Andrew**

Accrual Basis **All Transactions**

Type	Num	Date	Memo	Due Date	Amount	Aging	Open Balance
Invoice	20210390	02/26/2021	Transient Dates: 2/18/21 thro...	02/26/2021	2,635.00	101	2,635.00
Total					2,635.00		2,635.00



Delinquent Account Write Off Request

Customer: Sample, Corey

Amount Owed: \$1,592.53 Date: June 8, 2021

Requesting permission to write off charges on account receivable as uncollectable.

Notes and timeline of collection attempts on the account of Sample, Corey after agreement offered from the Board of Commission on January 20, 2021.

- 1/20/2021 8:37:54 AM: Corey Sample's delinquent account was presented to the board on how to proceed. The following was approved for both vessels:

1. Deadline of March 31, 2021
2. Revert to Commercial Rate
3. Create estimate for annual moorage based on Commercial Rate
2. If paid in full and all documents received at deadline, all prior charges will be waived.

Created an estimate for the Lili Anne and Gear Storage separately. No further action until the end of the day March 31, 2021.kb

Estimates Created

#150 \$1,604.33 for Commercial Moorage 3/1/2020 - 2/28/2021

#151 \$1,620.00 for Gear Storage 1/1/2020 - 3/31/2021 (15 months 2 @108.00 per month.

- 1/28/2021 9:35:18 AM: Created Moorage Renewal Letter with list of requirements, and Renewal Invoice for dates of March 1, 2021, through February 28, 2022, at Commercial Rate, (due by April 1st, 2021). AS
- 2/25/2021 1:15:18 PM: Received a voicemail from Michael Kukkola who said he wants to transfer the Moorage on the F/V "Lili Anne" and pay for this year which is due 3/1/21. Gary said it was ok to give Michael the moorage requirement list, and invoice for 2021-2022, leaving the other invoices due on Corey's account. I emailed Michael with all our Moorage Requirements, and Gear Storage info as well, because he did ask about the bill for gear.

On 2/25/21 when Mike Kukkola called about taking over for gear storage and moorage for the Lili Anne, I explained to him the balance due for past due moorage and gear storage was still due. He mentioned taking over the gear storage on March 1st, 2021, which I told him would be fine, but that the past due on Corey's account is still Corey's responsibility.

On 4/9/21 when Corey came in to pay for his past due 2020-2021 Moorage, I also printed him a statement and copies of past due invoices for Gear Storage. I told him that he was responsible for the past due Gear Storage, and that although Mike had taken over effective 3/1/21, the past due still needed to be paid according to notes I had from Corey's account going to the Board of Commissioners for review.

Corey stated that it has been Mike's boat and Mike's gear all along, that he is just working for Mike and that he believed Mike should be paying for the past due Gear Storage. In return, I explained to Corey that he is the one who came into the office at the beginning and stated that he needed moorage and he



needed gear storage, that we billed him according to the space he told us he needed, and used all along, for gear at which time we were under the impression was his.

Corey said he was going to "talk to Mike" about paying the bill. He basically brushed it off and made a comment of how it was not his problem anymore (referring to Mike taking over on 3/1/21). He said he would come back in to pay once he talked to Mike and got money from Mike to pay the past due, or when he himself was able to save up enough money to pay the past due. AS

- 3/31/2021 3:11:39 PM: Sent via email & USPS 90 days overdue notice in the amount of \$2,205.72. kb
- 4/1/2021 2:05:58 PM: Voided invoice #20210584 for Commercial Moorage 3/1/2020-2/28/2021 created from estimate#150 in the amount of \$1,604.33 as the deadline for this agreement was 03/31/2021.
Voided invoice #20210585 for Gear Storage 1/1/2020 - 3/31/2021 (15 months and 2 months at 108.00 per month) created from estimate#151 in the amount of \$1,620.00 as the deadline for this agreement was 03/31/2021.kb
 - 4/30/2021 10:38:55 AM: Created credit memos to waive/void Monthly Moorage charges and finance charges per motion approved by the Board of Commission on January 19, 2021. Gear Storage charges have not been paid yet and are still open on Corey's account. After discussing the Commercial Rent Relief with Corey and discussing with Gary, it was decided to withdraw his application. I withdrew his application on April 29th. After speaking with Corey on the 29th, he assured me he is working on satisfying his remaining balance. Kb
 - 5/28/2021 9:56:17 AM: Sent 90 days overdue notice via USPS and email with a deadline of June 11, 2021.kb
- 6/8/2021 1:13:27 PM: Mike Kukkola took over Corey's moorage and storage for upcoming year as of March 1, 2021. The previous gear storage charges are Corey's responsibility as he is the one that initially requested the service, see previous note from April.

The deadline set with the agreement with the Board of Commission was March 31, 2021. We have not seen any payment or received any contact with Corey about the status of payment.

Requesting permission to write off charges on accounts receivable as uncollectible. kb

- Write off this account on accounts receivable as uncollectable and **submit this to collection agency in the amount of \$1,592.53.**
- Write off this amount on accounts receivable as uncollectable in the accounts receivable and **do not submit this to collection agency in the amount of \$1,592.53.**
- Other Agreement/Terms as presented and approved.** Customer balance is \$1,592.53

Authorized / Attached Minutes

Date

11:45 AM

06/08/21

Accrual Basis

Port of Brookings Harbor
Balance Details for Sample, Corey
All Transactions

Type	Num	Date	Memo	Due Date	Amount	Open Balance
Invoice	FC 1087	05/31/2021	Finance Charge	05/31/2021	80.53	80.53
Invoice	20210174	01/22/2021	Gear Storage, February 2021	01/22/2021	108.00	108.00
Invoice	20202919	12/23/2020	Gear Storage, January 2021	12/23/2020	108.00	108.00
Invoice	20202753	11/24/2020	Gear Storage, December 2020	11/24/2020	108.00	108.00
Invoice	20202456	10/22/2020	Gear Storage, November 2020	10/22/2020	108.00	108.00
Invoice	20202193	09/18/2020	Gear Storage, October 2020	03/19/2021	108.00	108.00
Invoice	20202066	09/01/2020	Gear Storage, September 2020	03/02/2021	108.00	108.00
Invoice	20201789	08/03/2020	Gear Storage, August 2020	03/03/2021	108.00	108.00
Invoice	20201381	06/24/2020	Gear Storage, July 2020	02/22/2021	108.00	108.00
Invoice	20201167	05/29/2020	Gear Storage, June 2020	02/27/2021	108.00	108.00
Invoice	20200938	05/01/2020	Gear Storage, May 2020	03/01/2021	108.00	108.00
Invoice	20200937	04/30/2020	Gear Storage, April 2020	02/28/2021	108.00	108.00
Invoice	20200453	02/27/2020	Gear Storage, March 2020	02/26/2021	108.00	108.00
Invoice	20200225	01/24/2020	Gear Storage, February 2020 30x...	02/16/2021	108.00	108.00
Invoice	20200137	01/15/2020	Gear Storage, January 30x60	02/14/2021	108.00	108.00
Total					1,592.53	1,592.53



Delinquent Account Write Off Request

Customer: CBN Enterprises/Barbara Ciaramella

Amount Owed: \$6,892.90 **Date:** June 8, 2021

Requesting permission to write off charges on account receivable as uncollectable.

Notes and timeline of collection attempts on the account of CBN Enterprises/Barbara C.

- LEASE per month \$840.00 - Landlord hereby leases to Tenant approximately 800 square-feet of commercial retail space, located at 16358 Lower Harbor Road, Brookings, Oregon containing 800 square feet for "the building" @ \$1.05 per square foot (\$840.00 per month), commencing April 1, 2017 (see Exhibit B), for a maximum combined term of 36 months commencing December 1st, 2016, and continuing through November 30, 2019. Credit for 4 months of \$960.00/month starting Dec 1, 2016.kb
- 1/15/2020 1:23:25 PM: Sent Default Tenant letter (31+ days overdue) in the amount of \$2,670.47 via regular AND certified mail. *Copy in Attachments* AS
- 05/18/2020 9:44:53 AM: Gary received an email from Barbara with concerns about COVID-19 restrictions and her ability to open her business. She stated she and her business was very effected by the restrictions. She thanked us for our patience. Kb
- 10/01/2020 10:00:38 AM: Gary issued a 'Notice to Commercial Tenant' regarding lessee's legal obligations regarding the repayment of rent, utility charges, or other fees/charges incurred by not paid during the period April 1, 2020, through September 30, 2020. The lessee was offered to take advantage of the six-month grace period provided by HB 4213. If utilized they would have until March 31, 2021, to pay the balance without risk of imposition of late fees or risk of termination of the lease. He further explained the option to enter a voluntary repayment plan to pay down the balance to zero prior to March 31, 2021.

The notice also explained that all rents and other charges or fees that come due after September 30, 2020, must be paid as usual or the Port may terminate your lease according to its terms. Kb

- 10/22/2020 10:16:56 AM: We received a signed Voluntary Repayment Plan Agreement on 10/22/2020 stating payment in full \$5751.95 to be received March 31, 2021, with a zero balance. kb
- 10/30/2020 9:56:37 AM: Barbara gave 30-day notice via email to Gary for lease termination and stated she would be out of the building by November 30, 2020.

Gary replied with information regarding the Governor's requirements concerning tenant lease payments, basically the lessee has until March 31, 2021, to satisfy the debt to lessor for rents through September 30, 2020. At this point she owed for OCT & NOV 2020; a statement was included. kb

- 11/12/2020 2:20:57 PM: I just got off the phone with Barbara. She would like to apply her deposit refund of \$840.00 invoice#20165901 to charges due for OCT & NOV 2020. Kb

OCT 2020 \$894.68

NOV 2020 \$894.68

Total Due \$1,789.36 less (\$840.00)

Quoted Barbara amount due with credit \$949.36

- 11/19/2020 11:49:23 AM: Called Barbara's cell and had to leave a message. I was inquiring about the status of the "promised payment for OCT and NOV payment of \$949.36. I mentioned the front office being closed due to the "freeze" COVID19, but mentioned options available to submit payment to us.kb



2/3/2021 03:48:23 PM: We received 2nd Installment Notice from Curry County for leased property from Barbara. Since her lease term ended on November 30, 2020, she was only responsible for July - November 2020. However, she was behind from last year. I put together an estimate of her portion of tax due and sent via email. I gave her the option of paying Curry County directly OR she could pay us, and we could submit payment. kb

- 5/7/2021 10:24:16 AM: Created an invoice for property tax charges owed. Sent the invoice with current statement on account. The Port paid property tax to Curry County. Kb
- 6/8/2021 9:12:14 AM: With COVID-19 restrictions for tenants, the amount on Barbara's account came due on March 31, 2021. On June 30, 2021, these charges will be 90 days overdue.

We received a signed Voluntary Repayment Plan Agreement on 10/22/2020 stating payment in full \$5751.95 to be received March 31, 2021, with a zero balance. We have received no payment.

Requesting permission to write off these charges as uncollectable before the end of the fiscal year.kb

- Write off this account on accounts receivable as uncollectable and **submit this to collection agency in the amount of \$6,892.90.**
- Write off this amount on accounts receivable as uncollectable in the accounts receivable and **do not submit this to collection agency in the amount of \$6,892.90.**
- Other Agreement/Terms as presented and approved.** Customer balance is \$6,892.90

Authorized / Attached Minutes

Date

9:32 AM

06/08/21

Accrual Basis

Port of Brookings Harbor
Balance Details for CBN Enterprises/Barbara C
All Transactions

Type	Num	Date	Memo	Due Date	Amount	Open Balance
Invoice	FC 1057	05/31/2021	Finance Charge	05/31/2021	257.26	257.26
Invoice	20210830	05/07/2021	Curry County Property Tax 2019-20 and 5 months of 2020...	05/07/2021	879.33	879.33
Invoice	20202475	11/01/2020	NOVEMBER 2020 Lease	11/01/2020	894.68	4.36
Invoice	20201931	09/01/2020	SEPTEMBER 2020 Lease	03/02/2021	894.68	894.68
Invoice	20201690	08/01/2020	AUGUST 2020 Lease	03/01/2021	894.68	894.68
Invoice	20201440	07/01/2020	JULY 2020 Lease	03/01/2021	894.68	894.68
Invoice	20201123	06/01/2020	JUNE 2020 Lease	03/02/2021	894.68	894.68
Invoice	20200833	05/01/2020	MAY 2020 Lease	03/01/2021	894.68	894.68
Invoice	20200675	04/01/2020	APRIL 2020 Lease	03/02/2021	894.68	894.68
Invoice	20200393	03/01/2020	MARCH 2020 Lease	03/01/2021	894.68	383.87
Total					8,294.03	6,892.90



Delinquent Account Write Off Request

Customer: Whales Tail Candy & Gifts - Becky Hannen

Amount Owed: \$4,333.08 **Date:** June 8, 2021

Requesting permission to write off charges on account receivable as uncollectable.

Notes and timeline of collection attempts on the account of Whales Tail Candy & Gifts - Becky Hannen.

- 1/15/2020 1:23:25 PM: Sent Default Tenant letter (31+ days overdue) in the amount of \$973.88 via regular AND certified mail. *Copy in Attachments* AS
- 1/23/2020 11:56:59 AM: Spoke with Becky this morning. She is still having medical issues that are causing issues with finances. She wanted to make sure she was in good standing with the Port. kb
- 05/11/2020 11:06:51 AM: Gary received an email from Becky stating the closure of Whales Tail Candy & Gifts due to Governor's COVID-19 executive orders. She stated she has applied for all relief available but has received nothing yet. She is looking forward to reopening her business. Kb
- 6/23/2020 1:07:00 PM: Amy Sale came in today and meet with Gary and me. She is in the process of purchasing Whales Tail, closing to be in about 2 months. She and her husband are currently operating the store. She said they would be taking overpaying the rent as of July 1, 2020.

She wanted to know what the process is to assume the lease from Becky. Gary explained we first needed a letter from Becky stating the sale of the business, the new owner's name and wish to consent the lease to new owner. After we receive letter of request, Martha would put together Consent to Assignment of Agreement and Assumption of Lease. Gary requested from Amy a brief bio letter to introduce her to the board. This bio and the Consent to Assignment of Agreement would then be presented to the board for approval.

Gary also informed Amy of Whales Tail current account status, no numbers, just that it is behind.

Since Amy stated they would be paying lease as of July 1st, I will send invoices to her and Becky. Kb

- 6/24/2020 4:35:00 PM: Gary received an email from Becky Hannen to inform the Port of sale pending for Whales Tail Candy & Gifts to Amy and Andy Sale. The sale is pending on financing. Becky assured us when the store is sold and finalized, she would be making arrangements to pay up the rent. She further explained, the new owners would be paying the rent going forward and taking over operation of the business until the sale is finalized. Becky extended her apologies for the delinquent account citing COVID-19 and health issues. kb
- 7/24/2020 3:22:51 PM: Called Becky for signature for Consent to Assignment and Assumption of Lease, she was in the hospital. She said she would stop by asap to sign document.

She is due a security deposit refund in the amount of \$748.85 paid on 02/03/2010. Created a credit memo and applied to outstanding amount. Kb

- 8/6/2020 8:16:01 AM: Becky stopped in yesterday and signed the consent to assignment and assumption of lease document. She said after the sale of the business, she would pay the Port in full to settle her account. She is requesting a waiver of the one finance charge on her account dated March 31, 2020. This finance charge was added for pre- COVID 19 delinquent accounts. I suggest we offer waiving the \$28.34 FC 571 when account is paid in full. To Gary on how to proceed. Kb



10/01/2020 10:00:38 AM: Gary issued a 'Notice to Commercial Tenant' regarding lessee's legal obligations regarding the repayment of rent, utility charges, or other fees/charges incurred by not paid during the period April 1, 2020, through September 30, 2020. The lessee was offered to take advantage of the six-month grace period provided by HB 4213. If utilized they would have until March 31, 2021, to pay the balance without risk of imposition of late fees or risk of termination of the lease. He further explained the option to enter a voluntary repayment plan to pay down the balance to zero prior to March 31, 2021.

The notice also explained that all rents and other charges or fees that come due after September 30, 2020 must be paid as usual or the Port may terminate your lease according to its terms. kb

- 4/21/2021 11:57:42 AM: Becky came in today to get a current balance statement of account. She was asking how to go about getting some sort of relief? I advised her to put her request in writing about what she is wanting and why. This request would go to Gary and if needed to the Board. Kb
- 6/8/2021 11:21:05 AM: On June 1, 2021, the Port received a letter from Becky Hannen requesting forgiveness for part or all this debt. She is asking that the rent from 03/18/2020 thru 05/31/2020 be forgiven. Kb
- 6/8/2021 9:12:14 AM: With COVID-19 restrictions for tenants, the amount on Becky's account came due on March 31, 2021. On June 30, 2021, these charges will be 90 days overdue.

Requesting permission to write off these charges on accounts receivable as uncollectible. kb

- Write off this account on accounts receivable as uncollectable and **submit this to collection agency in the amount of \$4,333.08.**
- Write off this amount on accounts receivable as uncollectable in the accounts receivable and **do not submit this to collection agency in the amount of \$4,333.08.**
- Other Agreement/Terms as presented and approved.** Customer balance is \$4,333.08

Authorized / Attached Minutes

Date

11:37 AM

Port of Brookings Harbor

06/08/21

Balance Details for Whales Tail Candy & Gifts - Becky Hannen

Accrual Basis

All Transactions

Type	Num	Date	Memo	Due Date	Amount	Open Balance
Invoice	FC 1092	05/31/2021	Finance Charge	05/31/2021	185.26	185.26
Invoice	20201150	06/01/2020	JUNE 2020 Lease	03/02/2021	1,001.15	1,001.15
Invoice	20200859	05/01/2020	MAY 2020 Lease	03/01/2021	973.88	973.88
Invoice	20200701	04/01/2020	APRIL 2020 Lease	03/02/2021	973.88	973.88
Invoice	20200419	03/01/2020	MARCH 2020 Lease	03/01/2021	973.88	973.88
Invoice	20200266	02/01/2020	FEBRUARY 2020 Lease	02/28/2021	973.88	225.03
Total					5,081.93	4,333.08



Delinquent Account Write Off Request

Customer: Fowler, Mark **Amount Owed:** \$1,605.00 **Date:** June 7, 2021

Requesting permission to write off charges on account receivable as uncollectable.

Notes and timeline of collection attempts on the account of Fowler, Mark.

- 8/6/2020 10:05:39 AM: Received a check for Moorage Renewal and a signed Moorage Agreement. Still missing:
 1. Copy of ID
 2. Copy of Registration
 3. Picture of the VesselCheck is in the safe. Called Mark and left him a voicemail, to let him know we cannot accept payment until we receive the above items. AS
- 10/12/2020 3:53:34 PM: Copy of ID, Registration, and picture of vessel have not been received yet. Mailed back check with renewal letter. DS
- 11/19/2020 1:13:28 PM: Moorage was due for renewal on July 1, 2020
We have not received:
 1. Photo ID
 2. Picture of vessel
 3. Registration of vessel (expired 12/31/17)
 4. Current Insurance Policy (was cancelled by state farm on 9/18/20)We did receive a moorage agreement and a check, but the check was returned to him due to lack of documentation on 10/12/20.
Drafting a termination letter per Travis. AS
- 12/2/2020 - Per decision by Gary & Travis, continue with termination and get boat out of here, do not bill for monthly moorage. AS
- 1/7/2021 3:55:54 PM: **Moorage was terminated on 11/19/2020 and had until 12/19/2020 to remove his vessel.** Checked inventory for 11/17/2020 and 12/1/2020 and found the boat was still moored here. The Port declares the vessel abandoned and is starting the seizure process for an abandoned vessel per OSMB. **Sent pre seizure notice on 1/8/2021 as abandoned vessel** via USPS certified mail and adhered to vessel.kb
- 1/25/2021 8:05:44 AM: Moorage was terminated on 11/19/2020 and had until 12/19/2020 to remove his vessel. Checked inventory for 11/17/2020 and 12/1/2020 and found the boat was still moored here. The Port declares the vessel abandoned and is starting the seizure process for an abandoned vessel per OSMB. **Sent 2nd pre seizure notice on 1/25/2021 as abandoned vessel** via USPS certified mail and adhered to vessel.kb
- 02/08/2021: Moorage was terminated on 11/19/2020 and had until 12/19/2020 to remove his vessel. Checked inventory for 11/17/2020 and 12/1/2020 and found the boat was still moored here. The Port declares the vessel abandoned and started the seizure process for an abandoned vessel per OSMB on 1/8/2021. **Sent 2nd pre seizure notice on 1/25/2021 as abandoned vessel** via USPS certified mail and adhered to vessel. **Sent 3rd pre seizure notice on 2/8/2021.kb**



- 2/18/2021 8:11:00 AM: **Vessel was taking on water February 17.** Port staff (Shawn, Sean, Brent & Travis) pumped water out of vessel. **Since the boat has been marked as abandoned and pre seizure process has begun, the boat was impounded and hauled out the morning of February 18, 2021.** DK
- 2/18/2021 8:41:10 AM: **Created a Post Seizure Notice, included incident report and photos along with invoice & statement of charges.** Since there is now charges on his account, we are attaching a lien to this vessel. Sent via certified mail and adhered to the vessel on 2/18/2021.kb
- 2/26/2021 9:47:45 AM: Per Travis ok to check out of Marina and make slip available for new customer. AS
- 2/26/2021 4:08:48 PM: We received an email from Tom Henson concerning his stepbrother, Mark Fowler. Travis called Tom Henson at 541-673-9883. According to Mr. Henson, Mark is in critical health and not likely to survive much longer. Travis discussed the issue and options and suggested to Mr. Henson to let the process run its course. Kb
- 3/15/2021 10:26:15 AM: We received returned certified mail for 2nd and 3rd pre seizure notice as unclaimed.kb
- 5/20/2021 8:02:06 AM: We received returned certified mail for Foreclosure Notice as unclaimed.kb
- 6/7/2021 3:23:50 PM: The Port completed seizure and foreclosure process on the vessel: OR244ACH, owners: Mark Fowler pursuant to ORS 87, Possessory Chattel Liens and the Port of Brookings Harbor Ordinance No. 1 (1990) on June 1, 2021. This vessel received no sealed bids between May 12, 2021 to June 1, 2021 for purchase.

Due to the condition of the vessel, it was submitted to OSMB Clean Marina Program for Abandoned Vessels.

Requesting to write off these charges from accounts receivable. kb

- Seizure & Foreclosure Process Complete.** Write off this account on accounts receivable as uncollectable and **submit this to collection agency in the amount of \$1,605.00.**
- Seizure & Foreclosure Process Complete.** Write off this amount on accounts receivable as uncollectable in the accounts receivable and **do not submit this to collection agency in the amount of \$1,605.00.**

Authorized / Attached Minutes

Date

3:32 PM

06/07/21

Accrual Basis

Port of Brookings Harbor
Balance Details for Fowler, Mark
All Transactions

Type	Num	Date	Memo	Due Date	Amount	Aging	Open Balance
Invoice	20210278	02/18/2021	Pump out, Labor, Impound Fee, and Haul out	02/18/2021	1,605.00	109	1,605.00
Total					1,605.00		1,605.00



Delinquent Account Write Off Request

Customer: Hatch, Dawn / Hartt, John **Amount Owed:** \$3,640.16 **Date:** June 7, 2021

Requesting permission to write off charges on account receivable as uncollectable.

Notes and timeline of collection attempts on the account of Hatch, Dawn / Hartt, John.

- **9/1/2020 - Reverted to monthly moorage for July, August, and September due to lack of documentation and payment.**

Renewal Date should have been 7/1/2020 but we have not received:

1. Payment
2. Moorage Agreement
3. Registration (must be switched to an Oregon registration)
4. Current Insurance

Sent a revert - letter with invoices for July, Aug & Sept. by mail. AS

- **11/19/2020 1:06:50 PM: TERMINATION LETTER** Moorage was due for renewal on July 1st, 2020.

We have not received:

- Moorage Agreement
- Registration of vessel (expired 12/31/2015)
- Current Insurance Policy (expired 4/21/20)
- Payment

Drafting a termination letter per Travis. AS

Termination letter sent certified mail tracking number: 9414 8118 9876 5821 2511 61.

- 11/24/2021 Received confirmation of claimed certified termination letter with signature, delivered to an individual at the address on November 23, 2020, at 3: 01pm.kb
- 11/30/2020 1:42:55 PM: Per call to Dawn, who told Travis she does not have power of attorney, and that she is not John's actual daughter so she cannot make decisions for him....

She was going to reach out to his sons in California, to see if they could get John to sign over the boat or how they want to proceed with removing the boat from the Port.

Travis asked her to call back by the end of the week. AS

- **1/7/2021 3:55:54 PM:** Moorage was terminated on 11/19/2020 and had until 12/19/2020 to remove his vessel. Checked inventory for 11/17/2020 and 12/1/2020 and found the boat was still moored here. The Port declares the vessel abandoned and is starting the seizure process for an abandoned vessel and non-payment per OSMB. **Sent preseizure notice on 1/8/2021 as abandoned vessel and non-payment** via USPS certified mail and adhered to vessel. kb
 - **1/25/2021 3:55:54 PM:** Moorage was terminated on 11/19/2020 and had until 12/19/2020 to remove his vessel. Checked inventory for 11/17/2020 and 12/1/2020 and found the boat was still moored here. The Port declares the vessel abandoned and is starting the seizure process for an abandoned vessel and non-payment per OSMB. **Sent 2nd preseizure notice on 1/25/2021 as abandoned vessel and non-payment** via USPS certified mail and adhered to vessel. kb



1/29/2021 10:41:09 AM: Received confirmation of claimed certified 2nd notice with signature, delivered to an individual at the address on January 28, 2021, at 1: 03pm.kb

- **2/8/2021:** Moorage was terminated on 11/19/2020 and had until 12/19/2020 to remove his vessel. Checked inventory for 11/17/2020 and 12/1/2020 and found the boat was still moored here. The Port declares the vessel abandoned and started the seizure process for an abandoned vessel & nonpayment per OSMB1/8/2021. Sent 2nd pre seizure notice on 1/25/2021 as abandoned vessel via USPS certified mail and adhered to vessel. **Sent 3rd pre seizure notice on 2/8/2021.kb**
- 2/9/2021 8:57:30 AM: Received confirmation of claimed certified 3rd notice, delivered to an individual at the address on February 8, 2021, at 4:17pm with signature. Kb
- **2/26/2021 9:36:14 AM: POST SEIZURE & CLAIM OF LIEN NOTICE SENT 2/26/2021.** Moorage was terminated on 11/19/2020 and had until 12/19/2020 to remove his vessel. Checked inventory for 11/17/2020 and 12/1/2020 and found the boat was still moored here. The Port declares the vessel abandoned and started the seizure process for an abandoned vessel & nonpayment per OSMB1/8/2021. Sent 2nd pre seizure notice on 1/25/2021 as abandoned vessel via USPS certified mail and adhered to vessel. Sent 3rd pre seizure notice on 2/8/2021. Kb
- 2/26/2021 9:47:45 AM: Per Travis ok to check out of Marina and make slip available for new customer. AS
- **3/2/2021 11:09:32 AM: ADDITIONAL CLAIM OF LIEN NOTICE \$446.20** sent via certified mail and adhered to vessel. kb
- 3/12/2021 9:47:52 AM: Received Proof of Delivery for Additional Claim of Lien notice, signed for at Brookings, OR on March 5, 2021, at 2: 05pm.kb
- 04/09/2021- **Sent Notice of Foreclosure Sale on April 9, 2021**, via certified mail, posted notice at Curry County Courthouse, published notice in Curry Coastal Pilot with publish dates of April 16, 2021, and April 26, 2021. kb
- 4/12/2021 11:07:49 AM: Received Proof of Delivery for Notice of Foreclosure Sale, signed for at Brookings, OR on April 12, 2021, at 3: 36pm.kb
- 6/7/2021 2:21:54 PM: This Port completed seizure and foreclosure process on the vessel: OR348ADZ, owners: John D and Alita M Hartt, pursuant to ORS 87, Possessory Chattel Liens and the Port of Brookings Harbor Ordinance No. 1 (1990) on May 21, 2021. This vessel is now ready to post on the public surplus website in hopes of recouping some or all this debt. Requesting to write off these charges from accounts receivable. Kb

Seizure & Foreclosure Process Complete. Write off this account in the amount of \$3,640.16 on accounts receivable as uncollectable.

Authorized / Attached Minutes

Date

1:57 PM

06/07/21

Accrual Basis

Port of Brookings Harbor Balance Details for Hatch, Dawn / Hartt, John

All Transactions

Type	Num	Date	Memo	Due Date	Amount	Aging	Open Balance
Invoice	20210432	03/01/2021	Boat Tow & Haul Out	03/01/2021	446.20	98	446.20
Invoice	FC 718	12/31/2020	Finance Charge	12/31/2020	39.16	158	39.16
Invoice	20202609	12/01/2020	(Terminated) Reverted to Monthly Moorage DECEMBER 2020	12/01/2020	525.80	188	525.80
Invoice	20202354	11/01/2020	(Terminated) Reverted to Monthly Moorage NOVEMBER 2020	11/01/2020	525.80	218	525.80
Invoice	20202302	10/01/2020	(Terminated) Reverted to Monthly Moorage OCTOBER 2020	10/01/2020	525.80	249	525.80
Invoice	20202078	09/01/2020	(Terminated) Reverted to Monthly Moorage JULY 2020	03/02/2021	525.80	97	525.80
Invoice	20202079	09/01/2020	(Terminated) Reverted to Monthly Moorage AUGUST 2020	03/02/2021	525.80	97	525.80
Invoice	20202080	09/01/2020	(Terminated) Reverted to Monthly Moorage SEPTEMBER 2020	03/02/2021	525.80	97	525.80
Total					3,640.16		3,640.16

INFORMATION ITEM - U

Date: June 10, 2021
Period: Month End Report of Financial Activities for May 2021
To: Honorable Board President and District Board Members
Issued by: Gary Dehlinger, Port Manager

May 2021 Financial Reports

Overview / Comments

Balance Sheet

End of the month unrestricted cash and equivalents totaled \$490,169. Restricted cash and equivalents totaled \$929,088, with Total Assets (cash) at \$1,443,510.

May Profit & Loss

Total revenues from all funds were \$502,755. Total expenses were \$306,304*. The net income was \$196,451.

General Fund program revenues was \$226,888 and expenses was \$253,222.

Revenue Centers		Expenses
Marina**	\$87,114	\$84,157
Beachfront RV Park	\$79,281	\$12,298
Commercial / Retail	\$30,806	\$7,993
Fuel Dock	\$33,096	\$40,868

**Marina includes Administrative costs.

Unusual revenues this month include:

1. \$157,869 reimbursement from Business Oregon for the Fuel Dock Repair Project.
2. \$9,000 from Business Oregon tenant relief program.

No unusual expenses this month.

\$105,187 was transferred out of the General Fund to Debt, Capital Project and Reserve Funds.

Fiscal Year Profit & Loss vs. Budget Performance

We have completed eleven (11) months of the fiscal year; the year is 91.67% complete.

✓ **Income**

Any number above 91.67% is ahead of budget.

Total Income is 100.1% or 8.43% above budget.

* Depreciation expense is not included in the budget or in our financial reports. If depreciation expense was included in the budget it would be difficult to balance the budget, and depreciation is not a cash expense, required under Generally Accepted Accounting Principles (GAAP), but not Governmental Accounting Standards Board (GASB).

General Fund Program Revenue is 103.9% or 12.23% above budget. Port general program revenues is on track to meet budgeted expectations.

✓ **Expenses**

Any number below 91.67% is ahead of budget.

Total Expense is 77.2% or 14.47% below budget. Port has expended less than budgeted.

General Fund Expenditure is 88.6% or 3.07% above budget. Port has expended more than budgeted expectations.

Historical Financial Information from 2016

Why do we need history? History helps us understand change and how the society we live in came to be. The second reason history is inescapable as a subject of serious study follows closely on the first. The past causes the present, and so the future.

In September 2016, the Port operations were RV Park, Boat Yard, Fuel Dock, Icehouse, Cold Storage, Moorage, Gear Storage, Commercial Retail, Commercial Docks and Events. Eight full-time and two part-time employees were on the payroll during this time. The Port Manager had recently resigned and had an interim Port Manager consultant. Debt payment (\$62,500) to IFA Business Oregon was two months behind. Accounts payable to vendors was at \$195,313. USDA debt payment (\$130,130) was due in couple of months. Ports checking accounts had \$54,887 available towards general expenses while the restricted fund had \$71,471 available for debt payments.

Few months later, the Port had a new Port Manager reviewing the finances and expenses. The monthly operating expenses (excluding repair projects) were trimmed down from \$254,671 to \$179,505. Majority of the Port maintenance was deferred. Only items being repaired were essential equipment vital to operations. Management instituted separate restricted accounts for debt payments and made weekly transfers to those accounts to ensure money was available for debt payments to be issued on time. Checking accounts had a total of \$44,680. Accounts payable was at \$39,396 and the Port had missed a quarterly payment to IFA Business Oregon.

Fast forward to today, the Port operates the RV Park, Fuel Dock, Gear Storage, Moorage, Commercial Retail, Commercial Docks and haul outs for the Boat Yard. Employs nine full-time and four part-time employees. Monthly operating expenses (excluding repair projects) averages \$185,000. Checking account for general operating expenses is at \$490,000. Debt checking account is at \$165,000. Debt payments are on time and a plan was established to make up missed payments from the 2011 tsunami event. Construction fund account is at \$579,000. Reserves at \$184,000.

Per our Strategic Business Plan, one of the recommended goals on financial situation was to reach and maintain an operating reserve of 90 days of expenditures. This amount would be \$555,000 at our current operating expenses. With our general operating fund at \$490,000 and reserve fund at \$184,000, the Port has met this goal. First time in six years.

There are other SBP goals the Port has met. Working with IFA Business Oregon to reduce its debt and making up past missed payments from the 2011 tsunami event. Repairing deferred maintenance / infrastructure throughout Port properties. Set aside a dredging fund for future dredging needs.

DOCUMENTS

- Port Balance Sheet, 3 pages
- Profit & Loss May 2021, 4 pages

- Profit & Loss and Budget Performance FY 2020-2021, July 2020 thru May 2021, 4 pages
- Check Register, 3 pages
- Vendor Expense Report for January thru May 2021, 2 pages

Port of Brookings Harbor
Balance Sheet
As of May 31, 2021

	<u>May 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
100 · UNRESTRICTED CASH & EQUIVALENTS	
101 · GENERAL FUND CHECKING & LGIP	
10103 · General Funds Ckg Umpqua 3634	144,560.57
10104 · RCU Business Ownership 0687	17.49
10105 · RCU Business Savings 0600	5.00
10106 · General Fund LGIP 6017	322,734.38
10107 · Dredging Fund LGIP 6254	20,995.91
Total 101 · GENERAL FUND CHECKING & LGIP	488,313.35
10101 · Petty Cash	355.68
10102 · COUNTER CASH	
10102.1 · Office/Reception Cash Drawer	200.00
10102.2 · RV Park Cash Drawer	500.00
10102.3 · Fuel Dock Cash Drawer	800.00
Total 10102 · COUNTER CASH	1,500.00
Total 100 · UNRESTRICTED CASH & EQUIVALENTS	490,169.03
110 · RESTRICTED CASH & EQUIVALENTS	
104 · RESTRICTED MONEY MKT & CHECKING	
20104 · USDA BOND Umpqua MM 9529	2,520.25
30104 · Debt Service Umpqua MM 8627	2,514.86
40104 · Capital Projects Umpqua 8018	2,487.50
Total 104 · RESTRICTED MONEY MKT & CHECKING	7,522.61
105 · RESTRICTED LGIP	
20105 · USDA Bond Fund LGIP 6021	88,939.36
30105 · IFA Debt Service Fund LGIP 6020	68,546.25
50105 · Reserve Fund LGIP 6018	184,551.56
70105 · Capital Projects LGIP 6273	
70105.2 · Port Construction Fund	579,528.07
Total 70105 · Capital Projects LGIP 6273	579,528.07
Total 105 · RESTRICTED LGIP	921,565.24
Total 110 · RESTRICTED CASH & EQUIVALENTS	929,087.85
Total Checking/Savings	1,419,256.88
Accounts Receivable	
120 · ACCOUNTS RECEIVABLE	-34,341.36
Total Accounts Receivable	-34,341.36
Other Current Assets	
130 · DUE FROM TRANSFERS	
40130 · Due From Capital Projects	49,969.23

Port of Brookings Harbor
Balance Sheet
 As of May 31, 2021

	<u>May 31, 21</u>
Total 130 · DUE FROM TRANSFERS	49,969.23
150 · Undeposited Funds	8,625.15
Total Other Current Assets	58,594.38
Total Current Assets	1,443,509.90
TOTAL ASSETS	1,443,509.90
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE	
60203 · Port Const. Accounts Payable	-70.00
Total 200 · ACCOUNTS PAYABLE	-70.00
Total Accounts Payable	-70.00
Credit Cards	
106 · RCU VISA ACCT	715.79
106.1 · RCU Business Ownership 0687	17.49
106.2 · RCU Business Savings 0600	5.00
Total Credit Cards	738.28
Other Current Liabilities	
100222 · Payroll Liabilities	
10222 · HealthCare Premium - Dependent	-342.66
Total 100222 · Payroll Liabilities	-342.66
10226 · Lodging Tax Payable	31,053.32
230 · DUE TO TRANSFERS	
40230 · Due To General Fund from CP	49,969.23
Total 230 · DUE TO TRANSFERS	49,969.23
Total Other Current Liabilities	80,679.89
Total Current Liabilities	81,348.17
Total Liabilities	81,348.17
Equity	
300 · Fund Balance	
301 · Unappropriated Balance	
10301 · General Fund Unappropriated Bal	243,690.35
20301 · Revenue Bond Unappropriate Bal	101,658.23
40301 · Capital Project Unappropriated	97,193.65
50301 · Reserve Fund Unappropriated Bal	161,269.80
Total 301 · Unappropriated Balance	603,812.03
302 · Appropriated Carryover	
10302 · General Fund Appropriated Carry	-243,690.35

12:08 PM
06/07/21
Cash Basis

Port of Brookings Harbor
Balance Sheet
As of May 31, 2021

	<u>May 31, 21</u>
20302 · Revenue Bond Appropriated Carry	-68,565.91
30302 · Debt Service Appropriated Carry	-94,693.65
40302 · Capital Proj Appropriated Carry	-2,500.00
50302 · Reserve Fund Appropriated Carry	-194,362.12
Total 302 · Appropriated Carryover	<u>-603,812.03</u>
Total 300 · Fund Balance	0.00
Net Income	1,362,161.73
Total Equity	<u>1,362,161.73</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,443,509.90</u></u>

Port of Brookings Harbor
Profit & Loss
 May 2021

	May 21
Income	
400 · REVENUES	
401 · GENERAL FUND REVENUES	
10412 · Property Tax Current	2,160.34
10413 · Property Tax Prior	451.93
10414 · Interest General Fund	143.94
10417 · Assets Sales	575.00
10418 · Miscellaneous	7.00
10420 · Grants & Other Funding - GF	9,000.00
	12,338.21
Total 401 · GENERAL FUND REVENUES	
402 · GENERAL FUND PROGRAM REVENUES	
10421 · MARINA	
10421.2 · MOORAGE	
10421.3 · Commercial Slip Rent	9,577.75
10421.4 · Recreational Slip Rent	58,047.89
10421.5 · Transient	271.05
10421.6 · Liveaboard	150.00
10421.7 · Daily Moorage/Kiosk	585.00
	68,631.69
Total 10421.2 · MOORAGE	
10421.8 · BOAT LAUNCH	1,880.00
10421.9 · SHOWER REVENUE	146.25
10422 · STORAGE	
10422.1 · Gear Storage	6,039.82
10422.2 · Boat Storage	3,166.00
	9,205.82
Total 10422 · STORAGE	
10423 · ADMINISTRATIVE FEES	235.45
10424 · MARINE SERVICES	
10424.1 · Travelift	2,650.00
10424.2 · 12 K Telehandler	647.00
10424 · MARINE SERVICES - Other	258.80
	3,555.80
Total 10424 · MARINE SERVICES	
10425 · PROPERTY GROUND EVENT USE	50.00
	83,705.01
Total 10421 · MARINA	
10426 · BEACHFRONT RV PARK	
10426.1 · Space Rental	75,045.66
10426.2 · Wood Sales	680.00
10426.3 · Transaction Fee	3,545.00
10426.4 · Other Fees	10.00
	79,280.66
Total 10426 · BEACHFRONT RV PARK	
10427 · COMMERCIAL RETAIL	
10427.1 · Retail Property	21,515.03
10427.2 · Docks	8,189.41
10427.3 · Utilities	487.86
10427.4 · CPI and Other Fees	613.27
	30,805.57
Total 10427 · COMMERCIAL RETAIL	
10428 · FUEL DOCK	33,096.30
	33,096.30

Port of Brookings Harbor
Profit & Loss
May 2021

	May 21
Total 402 · GENERAL FUND PROGRAM REV...	226,887.54
420 · USDA REVENUE BOND FUND	
20414 · Interest Revenue Bond Fund	45.05
20419 · Transfer to USDA Bond Fund	10,843.00
Total 420 · USDA REVENUE BOND FUND	10,888.05
430 · DEBT SERVICE FUND REVENUE	
30414 · Interest Debt Service Fund	34.48
30419 · Transfer to Debt Service Fund	30,291.71
Total 430 · DEBT SERVICE FUND REVENUE	30,326.19
440 · CAPITAL PROJECTS FUND REVENUE	
40416 · Government Funding	
40416.3 · State Lottery Funding	157,869.00
Total 40416 · Government Funding	157,869.00
40419 · Transfer to Capital Project	57,242.59
Total 440 · CAPITAL PROJECTS FUND REVE...	215,111.59
450 · RESERVE FUND REVENUE	
50414 · Interest Reserve Fund	93.93
50419 · Transfer to Reserve Fund	2,000.00
Total 450 · RESERVE FUND REVENUE	2,093.93
460 · DEBT SERV. RV PARK IMPROV. FUND	
60419 · Transfer OR FFC 2020 Debt Serv.	4,809.87
Total 460 · DEBT SERV. RV PARK IMPROV. F...	4,809.87
470 · PORT CONSTRUCTION FUND REVENUE	
70414 · Interest Port Construction Fund	299.41
Total 470 · PORT CONSTRUCTION FUND RE...	299.41
Total 400 · REVENUES	502,754.79
Total Income	502,754.79
Gross Profit	502,754.79
Expense	
600 · GENERAL FUND EXPENDITURES	
10900 · Operating Transfers Out General	105,187.17
500 · PERSONNEL SERVICES	
10501 · Port Manager	6,217.60
10502 · Port Office Staff	8,706.85
10503 · RV Park Office Staff	2,760.50
10504 · Operations Staff	19,592.38
10505 · Overtime	
10505.1 · Office	779.29
10505.2 · Operations	61.82
Total 10505 · Overtime	841.11
10506 · Payroll Taxes/Costs/Benefits	
10506.2 · Sick Leave Benefit	655.82
10506.3 · Vacation	4,673.29

Port of Brookings Harbor
Profit & Loss
 May 2021

	May 21
10506.4 · Bereavement Leave/Jury Duty	105.52
10506.5 · SEP Retirement	
10506.6 · Office	1,339.82
10506.7 · Operations	1,862.02
10506.8 · Port Manager	653.06
Total 10506.5 · SEP Retirement	3,854.90
10506.9 · Personal Vehicle Allowance	313.06
10507 · Payroll Taxes	4,747.20
Total 10506 · Payroll Taxes/Costs/Benefits	14,349.79
10509 · Health Care and Dental	6,821.10
Total 500 · PERSONNEL SERVICES	59,289.33
601 · GENERAL FUND Material & Service	
10601 · ADVERTISING & NOTIFICATIONS	1,180.18
10602 · REPAIRS & MAINTENANCE	
10602.1 · Maintenance & Repairs	
10602.5 · Projects	2,405.21
10602.1 · Maintenance & Repairs - Ot...	2,527.10
Total 10602.1 · Maintenance & Repairs	4,932.31
10602.2 · Contracts and Agreements	2,700.00
10602.4 · Supplies & Services	5,511.42
Total 10602 · REPAIRS & MAINTENANCE	13,143.73
10603 · FUEL purchased for resale	39,171.52
10605 · UTILITIES	
10605.2 · RV Park Cable TV	571.26
10605.3 · Sanitary	3,715.31
10605.5 · Telecommunications	1,040.14
10605.6 · Waste Removal	4,238.54
10605.7 · Water	2,015.64
Total 10605 · UTILITIES	11,580.89
10606 · OFFICE EXPENSE	1,237.31
10607 · BANK SERVICE & FINANCE FEES	4,928.07
10608 · TRAINING & TRAVEL	86.24
10609 · PERMITS, LICENSES, TAXES & MI...	2,427.95
10610 · INSURANCE; PROP & CAS, BOND	9,216.36
10611 · PROFESSIONAL FEES	
10611.1 · Accounting	500.00
10611.2 · Attorney	1,791.00
10611.4 · Engineering/Consultant	740.00
10611.6 · Payroll Administration	573.46
10611.7 · IT/Computer Support	2,169.00
Total 10611 · PROFESSIONAL FEES	5,773.46
Total 601 · GENERAL FUND Material & Service	88,745.71
Total 600 · GENERAL FUND EXPENDITURES	253,222.21
630 · DEBT SERVICE FUND EXPENDITURES	
801 · Principal	
30803P · 50 BFMII Travelift Principal	4,061.60

Port of Brookings Harbor
Profit & Loss
May 2021

	May 21
30804P · 2018 Genie Forklift Principal	1,164.91
Total 801 · Principal	5,226.51
810 · Interest Payments ·	
30813I · 50 BFMII Travelift Interest	597.40
30814I · 2018 Genie Forklift Interest	299.80
Total 810 · Interest Payments	897.20
Total 630 · DEBT SERVICE FUND EXPENDITUR...	6,123.71
640 · CAPT. PROJ. EXPENDITURES	
40602 · Materials & Services Capt Proj	12.50
740 · CAPT. PROJ. CAPITAL OUTLAY	
40702 · Land Improvement - Capt Proj	
40702.1 · Engineering/Consultants	22,340.00
40702.2 · Materials & Services	100.00
Total 40702 · Land Improvement - Capt Proj	22,440.00
Total 740 · CAPT. PROJ. CAPITAL OUTLAY	22,440.00
Total 640 · CAPT. PROJ. EXPENDITURES	22,452.50
660 · DEBT SERV. RV PARK EXPENDITURES	
60806P · RV Park Improv. Loan Principal	3,170.65
60815I · RV Park Improv. Loan Interest	1,639.22
Total 660 · DEBT SERV. RV PARK EXPENDITU...	4,809.87
670 · PORT CONST FUND EXPENDITURES	
70100 · PORT CONST. CAPITAL OUTLAY	
70700 · Land Improvement - Port Const.	19,695.72
Total 70100 · PORT CONST. CAPITAL OUTLAY	19,695.72
Total 670 · PORT CONST FUND EXPENDITURES	19,695.72
Total Expense	306,304.01
Net Income	196,450.78

Port of Brookings Harbor
Profit & Loss Budget Performance FY 2020-2021
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	% of Budget
Income			
400 · REVENUES			
401 · GENERAL FUND REVENUES			
10411 · Cash Carry Over	243,690.35	319,000.00	76.4%
10412 · Property Tax Current	240,101.88	245,000.00	98.0%
10413 · Property Tax Prior	9,531.56	9,500.00	100.3%
10414 · Interest General Fund	1,823.34	3,570.00	51.1%
10415 · Loans - General Fund	700,000.00	700,000.00	100.0%
10417 · Assets Sales	1,475.00	6,000.00	24.6%
10418 · Miscellaneous	32,980.59	29,652.00	111.2%
10420 · Grants & Other Funding - GF	104,786.18	100,000.00	104.8%
Total 401 · GENERAL FUND REVENUES	1,334,388.90	1,412,722.00	94.5%
402 · GENERAL FUND PROGRAM REVENUES			
10421 · MARINA			
10421.2 · MOORAGE			
10421.3 · Commercial Slip Rent	157,342.92		
10421.4 · Recreational Slip Rent	395,438.49		
10421.5 · Transient	13,302.20		
10421.6 · Liveaboard	5,100.00		
Total 10421.2 · MOORAGE	571,183.61		
10421.8 · BOAT LAUNCH	24,565.55		
10421.9 · SHOWER REVENUE	3,751.51		
10422 · STORAGE			
10422.1 · Gear Storage	60,935.22		
10422.2 · Boat Storage	35,617.20		
Total 10422 · STORAGE	96,552.42		
10423 · ADMINISTRATIVE FEES			
10423.1 · Charter License Fee	5,100.00		
10423 · ADMINISTRATIVE FEES - Other	3,772.07		
Total 10423 · ADMINISTRATIVE FEES	8,872.07		
10424 · MARINE SERVICES			
10424.1 · Travellift	21,501.70		
10424.2 · 12 K Telehandler	7,485.00		
10424 · MARINE SERVICES - Other	28,346.81	70,000.00	40.5%
Total 10424 · MARINE SERVICES	57,333.51	70,000.00	81.9%
10425 · PROPERTY GROUND EVENT USE	256.25	0.00	100.0%
10421 · MARINA - Other	180.00	640,000.00	0.0%
Total 10421 · MARINA	762,694.92	710,000.00	107.4%
10426 · BEACHFRONT RV PARK			
10426.1 · Space Rental	767,328.97		
10426.2 · Wood Sales	3,860.00		
10426.3 · Transaction Fee	33,250.00		
10426.4 · Other Fees	260.00		
10426 · BEACHFRONT RV PARK - Other	0.00	571,000.00	0.0%
Total 10426 · BEACHFRONT RV PARK	804,698.97	571,000.00	140.9%
10427 · COMMERCIAL RETAIL			
10427.1 · Retail Property	293,364.96		
10427.2 · Docks	177,982.54		
10427.3 · Utilities	7,333.74		
10427.4 · CPI and Other Fees	9,017.59		
10427 · COMMERCIAL RETAIL - Other	0.00	515,000.00	0.0%
Total 10427 · COMMERCIAL RETAIL	487,698.83	515,000.00	94.7%
10428 · FUEL DOCK	465,035.66	630,000.00	73.8%
Total 402 · GENERAL FUND PROGRAM REVENUES	2,520,128.38	2,426,000.00	103.9%
420 · USDA REVENUE BOND FUND			
20411 · Cash Carry Over - USDA Revenue	101,658.23	98,395.00	103.3%
20414 · Interest Revenue Bond Fund	648.38	2,000.00	32.4%
20419 · Transfer to USDA Bond Fund	130,116.00	130,120.00	100.0%
Total 420 · USDA REVENUE BOND FUND	232,422.61	230,515.00	100.8%
430 · DEBT SERVICE FUND REVENUE			
30411 · Cash Carry Over - Debt Service	94,693.65	23,602.00	401.2%
30414 · Interest Debt Service Fund	519.46	1,500.00	34.6%

Port of Brookings Harbor
Profit & Loss Budget Performance FY 2020-2021
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	% of Budget
30419 · Transfer to Debt Service Fund	363,500.52	368,283.00	98.7%
Total 430 · DEBT SERVICE FUND REVENUE	458,713.63	393,385.00	116.8%
440 · CAPITAL PROJECTS FUND REVENUE			
40411 · Cash Carry Over - Capt Proj	2,500.00	2,500.00	100.0%
40416 · Government Funding			
40416.1 · Grant Funding	0.00	0.00	0.0%
40416.2 · FEMA Funding	0.00	120,000.00	0.0%
40416.3 · State Lottery Funding	585,846.00	570,000.00	102.8%
Total 40416 · Government Funding	585,846.00	690,000.00	84.9%
40419 · Transfer to Capital Project	73,094.96	75,000.00	97.5%
Total 440 · CAPITAL PROJECTS FUND REVENUE	661,440.96	767,500.00	86.2%
450 · RESERVE FUND REVENUE			
50411 · Cash Carry Over - Reserve Fund	161,269.80	130,000.00	124.1%
50414 · Interest Reserve Fund	1,281.76	3,000.00	42.7%
50419 · Transfer to Reserve Fund	24,000.00	24,000.00	100.0%
Total 450 · RESERVE FUND REVENUE	186,551.56	157,000.00	118.8%
460 · DEBT SERV. RV PARK IMPROV. FUND			
60419 · Transfer OR FFC 2020 Debt Serv.	52,908.57	52,908.00	100.0%
Total 460 · DEBT SERV. RV PARK IMPROV. FUND	52,908.57	52,908.00	100.0%
470 · PORT CONSTRUCTION FUND REVENUE			
70414 · Interest Port Construction Fund	4,405.16	5,000.00	88.1%
70419 · Transfers to Port Const. Fund	684,000.00	684,000.00	100.0%
Total 470 · PORT CONSTRUCTION FUND REVENUE	688,405.16	689,000.00	99.9%
Total 400 · REVENUES	6,134,959.77	6,129,030.00	100.1%
Total Income	6,134,959.77	6,129,030.00	100.1%
Gross Profit	6,134,959.77	6,129,030.00	100.1%
Expense			
600 · GENERAL FUND EXPENDITURES			
10900 · Operating Transfers Out General	1,327,620.05	1,334,311.00	99.5%
500 · PERSONNEL SERVICES			
10501 · Port Manager	77,640.24	84,500.00	91.9%
10502 · Port Office Staff	100,056.49	116,465.00	85.9%
10503 · RV Park Office Staff	35,217.41	48,194.00	73.1%
10504 · Operations Staff	222,658.32	256,620.00	86.8%
10505 · Overtime			
10505.1 · Office	3,373.93	863.00	391.0%
10505.2 · Operations	2,046.83		
10505 · Overtime - Other	0.00	9,137.00	0.0%
Total 10505 · Overtime	5,420.76	10,000.00	54.2%
10506 · Payroll Taxes/Costs/Benefits			
10506.1 · Paid Holidays	11,102.40		
10506.2 · Sick Leave Benefit			
Familles First COVID-19 Act	1,975.02		
10506.2 · Sick Leave Benefit - Other	3,593.87		
Total 10506.2 · Sick Leave Benefit	5,568.89		
10506.3 · Vacation	29,150.26		
10506.4 · Bereavement Leave/Jury Duty	105.52		
10506.5 · SEP Retirement			
10506.6 · Office	15,890.12		
10506.7 · Operations	19,107.80		
10506.8 · Port Manager	8,543.87		
Total 10506.5 · SEP Retirement	43,541.79		
10506.9 · Personal Vehicle Allowance	3,913.25		
10507 · Payroll Taxes	49,414.61		
10506 · Payroll Taxes/Costs/Benefits - Other	0.00	141,785.00	0.0%
Total 10506 · Payroll Taxes/Costs/Benefits	142,796.72	141,785.00	100.7%
10508 · Workers Compensation	7,536.46	18,920.00	39.8%
10509 · Health Care and Dental	76,547.90	81,855.00	93.5%

Port of Brookings Harbor
Profit & Loss Budget Performance FY 2020-2021
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	% of Budget
Total 500 · PERSONNEL SERVICES	667,872.30	758,339.00	88.1%
601 · GENERAL FUND Material & Service			
10601 · ADVERTISING & NOTIFICATIONS	4,030.04	14,105.00	28.6%
10602 · REPAIRS & MAINTENANCE			
10602.1 · Maintenance & Repairs			
10602.5 · Projects	126,421.83		
10602.1 · Maintenance & Repairs - Other	57,808.17	0.00	100.0%
Total 10602.1 · Maintenance & Repairs	184,230.00	0.00	100.0%
10602.2 · Contracts and Agreements	36,474.48		
10602.3 · Tools & Equipment Purchases	2,479.87		
10602.4 · Supplies & Services	158,141.39		
10602 · REPAIRS & MAINTENANCE - Other	0.00	342,586.00	0.0%
Total 10602 · REPAIRS & MAINTENANCE	381,325.74	342,586.00	111.3%
10603 · FUEL purchased for resale	396,422.31	580,000.00	68.3%
10605 · UTILITIES			
10605.1 · Electric	88,219.20		
10605.2 · RV Park Cable TV	6,730.41		
10605.3 · Sanitary	52,008.82		
10605.5 · Telecommunications	11,022.40		
10605.6 · Waste Removal	62,500.66		
10605.7 · Water	22,103.70		
10605 · UTILITIES - Other	0.00	319,483.00	0.0%
Total 10605 · UTILITIES	242,585.19	319,483.00	75.9%
10606 · OFFICE EXPENSE	40,779.29	61,011.00	66.8%
10607 · BANK SERVICE & FINANCE FEES	48,045.37	34,818.00	138.0%
10608 · TRAINING & TRAVEL	1,077.37	10,162.00	10.6%
10609 · PERMITS, LICENSES, TAXES & MISC	7,520.66	12,085.00	62.2%
10610 · INSURANCE; PROP & CAS, BOND	91,882.19	86,996.00	105.6%
10611 · PROFESSIONAL FEES			
10611.1 · Accounting	5,500.00		
10611.2 · Attorney	16,464.00		
10611.3 · Audit	15,500.00		
10611.4 · Engineering/Consultant	41,125.00		
10611.6 · Payroll Administration	5,347.06		
10611.7 · IT/Computer Support	5,661.35		
10611 · PROFESSIONAL FEES - Other	0.00	97,463.00	0.0%
Total 10611 · PROFESSIONAL FEES	89,597.41	97,463.00	91.9%
Total 601 · GENERAL FUND Material & Service	1,303,265.57	1,558,709.00	83.6%
710 · GENERAL FUND CAPITAL OUTLAY			
10702 · Land Improvements	5,991.50	6,000.00	99.9%
10704 · Equipment	55,378.40	60,000.00	92.3%
Total 710 · GENERAL FUND CAPITAL OUTLAY	61,369.90	66,000.00	93.0%
920 · OPERATING CONTINGENCY	0.00	76,363.00	0.0%
Total 600 · GENERAL FUND EXPENDITURES	3,360,127.82	3,793,722.00	88.6%
620 · USDA REVENUE BOND EXPENDITURES			
20801P · USDA Revenue Bond Principal	76,090.59	76,112.00	100.0%
20810I · USDA Revenue Bond Interest	54,029.41	54,008.00	100.0%
Total 620 · USDA REVENUE BOND EXPENDITURES	130,120.00	130,120.00	100.0%
630 · DEBT SERVICE FUND EXPENDITURES			
30802P · IFA PRINCIPAL			
30802.1 · OBDD #520139/Boardwalk Prin	15,173.84		
30802.2 · OBDD #525172/RV Park Prin.	13,683.68		
30802.3 · OBDD #525176/Green Bldg Prn	24,096.36		
30802.4 · OBDD #525181/EurekaFish Prn	15,651.92		
30802.5 · SPWF #L02009/Cold Strg Prin	76,339.44		
30802.7 · SPWF L98004/Dock Impr Prin	48,789.08		
30802.8 · SPWF L02001/MarineFuel Dock Prn	73,883.36		
30802.9 · SPWF X03004/Eureka Fishery Prin	22,582.32		
30802P · IFA PRINCIPAL - Other	0.00	294,800.00	0.0%
Total 30802P · IFA PRINCIPAL	290,000.00	294,800.00	98.4%
801 · Principal			
30803P · 50 BFMII Travellift Principal	43,627.43	47,754.00	91.4%

Port of Brookings Harbor
Profit & Loss Budget Performance FY 2020-2021
July 2020 through June 2021

	Jul '20 - Jun 21	Budget	% of Budget
30804P · 2018 Genie Forklift Principal	12,455.17	13,616.00	91.5%
Total 801 · Principal	56,082.60	61,370.00	91.4%
810 · Interest Payments			
308131 · 50 BFMII Travelift Interest	7,621.57	8,154.00	93.5%
308141 · 2018 Genie Forklift Interest	3,656.64	3,959.00	92.4%
Total 810 · Interest Payments	11,278.21	12,113.00	93.1%
Total 630 · DEBT SERVICE FUND EXPENDITURES	357,360.81	368,283.00	97.0%
640 · CAPT. PROJ. EXPENDITURES			
40602 · Materials & Services Capt Proj	66.00		
740 · CAPT. PROJ. CAPITAL OUTLAY			
40702 · Land Improvement - Capt Proj			
40702.1 · Engineering/Consultants	85,870.00		
40702.2 · Materials & Services	622,974.59		
40702 · Land Improvement - Capt Proj - Other	0.00	765,000.00	0.0%
Total 40702 · Land Improvement - Capt Proj	708,844.59	765,000.00	92.7%
Total 740 · CAPT. PROJ. CAPITAL OUTLAY	708,844.59	765,000.00	92.7%
Total 640 · CAPT. PROJ. EXPENDITURES	708,910.59	765,000.00	92.7%
660 · DEBT SERV. RV PARK EXPENDITURES			
60806P · RV Park Improv. Loan Principal	31,360.48	34,540.00	90.8%
608151 · RV Park Improv. Loan Interest	16,738.22	18,368.00	91.1%
Total 660 · DEBT SERV. RV PARK EXPENDITURES	48,098.70	52,908.00	90.9%
670 · PORT CONST FUND EXPENDITURES			
70100 · PORT CONST. CAPITAL OUTLAY			
70700 · Land Improvement - Port Const.	127,988.52	689,000.00	18.6%
Total 70100 · PORT CONST. CAPITAL OUTLAY	127,988.52	689,000.00	18.6%
Total 670 · PORT CONST FUND EXPENDITURES	127,988.52	689,000.00	18.6%
930 · Fund Balances			
10930 · Unappropriated Balance GF	0.00	45,000.00	0.0%
20930 · Unappropriated Balance-USDA	0.00	100,395.00	0.0%
30930 · Unappropriated Balance Debt	0.00	25,102.00	0.0%
40930 · Unappropriated Balance Capt Pro	0.00	2,500.00	0.0%
50930 · Unappropriated Balance Reserve	0.00	157,000.00	0.0%
Total 930 · Fund Balances	0.00	329,997.00	0.0%
Total Expense	4,732,606.44	6,129,030.00	77.2%
Net Income	1,402,353.33	0.00	100.0%

Port of Brookings Harbor
 Check Registers
 As of May 31, 2021

12:10 PM
 06/07/21
 Cash Basis

Type	Numb	Date	Name	Memo	Debit	Credit
100 - UNRESTRICTED CASH & EQUIVALENTS						
101 - GENERAL FUND CHECKING & LGIP						
10103 - General Funds Ckg Umpqua 3634						
Bill Pmt-Check	DEBIT	05/05/2021	US Bank Equipment Finance	Contract No. 500-0623925-000		228.20
Check	DEBIT	05/07/2021	Tyree Oil, Inc	Account # 56851 Fuel Purchase		19,216.40
Check	DEBIT	05/14/2021	ADP	Advice of Debit #58078245 Payroll Date: 05/05/2021		252.74
Check	DEBIT	05/05/2021	Edward Jones	Employer Contribution 05/05/2021 ConfirmationRHXV6-HZMWQ		191.46
Check	DEBIT	05/05/2021	Edward Jones	Employer Contribution 05/05/2021 ConfirmationRHXV6-JOPVL		260.65
Check	DEBIT	05/05/2021	Edward Jones	Employer Contribution 05/05/2021 ConfirmationRHXV6-JOTGZ		134.15
Check	DEBIT	05/05/2021	Edward Jones	Employer Contribution 05/05/2021 ConfirmationRHXV6-JOYB7		136.10
Check	DEBIT	05/05/2021	Edward Jones	Employer Contribution 05/05/2021 ConfirmationRHXV6-J1K5		160.83
Check	DEBIT	05/05/2021	Edward Jones	Employer Contribution 05/05/2021 ConfirmationRHXV6-J1419		129.86
Check	DEBIT	05/05/2021	Edward Jones	Employer Contribution 05/05/2021 ConfirmationRHXV6-J174X		299.20
Check	DEBIT	05/05/2021	TD Ameritrade	Employer Contribution 05/05/2021 ConfirmationRHXV6-J1B44		499.83
Check	DEBIT	05/05/2021	US Bank Sep-IRA	Employer Contribution 05/05/2021 ConfirmationRHXV6-J1F8T		326.53
Check	DEBIT	05/03/2021	Elavon	APRIL 2021 MERCHANT SERVICE FEE ACCT#873		77.70
Check	DEBIT	05/03/2021	Elavon	APRIL 2021 MERCHANT SERVICE FEE ACCT#873		113.04
Check	DEBIT	05/03/2021	Elavon	APRIL 2021 MERCHANT SERVICE FEE ACCT#873		19,955.12
Check	DEBIT	05/12/2021	Phirey Bowes, Inc.	Power Postage Acct# 8000-5013-324-9186		410.99
Check	DEBIT	05/24/2021	Tyree Oil, Inc	Account # 56851 Fuel Purchase		130.16
Check	DEBIT	05/12/2021	BU RV Park	REFUNDS issued 05/12/2021		207.32
Check	DEBIT	05/19/2021	Edward Jones	Employer Contribution 05/19/2021 ConfirmationRK7NT-DFWQ		147.35
Check	DEBIT	05/19/2021	Edward Jones	Employer Contribution 05/19/2021 ConfirmationRK7NT-DGV4T		139.64
Check	DEBIT	05/19/2021	Edward Jones	Employer Contribution 05/19/2021 ConfirmationRK7NT-DGZNO		171.60
Check	DEBIT	05/19/2021	Edward Jones	Employer Contribution 05/19/2021 ConfirmationRK7NT-DH1PG		128.04
Check	DEBIT	05/19/2021	Edward Jones	Employer Contribution 05/19/2021 ConfirmationRK7NT-DH4DD		289.20
Check	DEBIT	05/19/2021	Edward Jones	Employer Contribution 05/19/2021 ConfirmationRK7NT-DH8Y9		183.41
Check	DEBIT	05/19/2021	Edward Jones	Employer Contribution 05/19/2021 ConfirmationRK7NT-DH9WF		326.53
Check	DEBIT	05/19/2021	TD Ameritrade	Employer Contribution 05/19/2021 ConfirmationRK7NT-DHD4Z		586.83
Check	DEBIT	05/17/2021	US Bank Sep-IRA	Account # 0498007075666		278.00
Check	DEBIT	05/18/2021	Chevron Business Card	Annual Licenses - Fuel Dock Meter Pumps		140.37
Check	DEBIT	05/28/2021	Oregon Department of Agriculture	Advice of Debit 580578042 Payroll Date: 05/19/2021		180.35
Check	DEBIT	05/28/2021	ADP	Advice of Debit #580789633 ezLaborManager/ADP 300 Timeclock (3 Timeclocks)		4,659.00
General Journal	DEBT 05/03	05/03/2021	ADP	Transfer to Debt Service Fund for Travelift Payment		1,464.71
General Journal	DEBT 05/03	05/03/2021	ADP	Transfer to Debt Service Fund for Fork Lift Payment		4,809.87
General Journal	IFA 05/03	05/03/2021	ADP	Transfer to IFA Debt Service for 2nd QTR 2021 Pmt		24,188.00
General Journal	RES 05/03	05/03/2021	ADP	Transfer to Reserve Fund		2,000.00
General Journal	USDA 05/03	05/03/2021	ADP	To transfer to USDA Revenue Bond Fund for November 2021 Payment		10,843.00
General Journal	PAY 05/05	05/05/2021	ADP	Rec 05/05/2021 payroll #1		103.26
General Journal	TAX 05/05	05/05/2021	ADP	Rec 05/05/2021 payroll #2		7,948.60
General Journal	TAX 05/05	05/05/2021	ADP	Rec 05/05/2021 payroll #2		20.92
General Journal	CP 05/07	05/05/2021	ADP	Rec 05/05/2021 payroll #1		57,242.59
General Journal	CP 05/07	05/05/2021	ADP	Rec 05/05/2021 payroll #2		2,667.50
General Journal	CP 05/11	05/11/2021	ADP	Transfer to Capital Projects for payment to Legacy Pay Estimate #3.4.5		11,720.00
General Journal	CP 05/14	05/14/2021	ADP	Transfer to Capital Projects for payment to EMC Engineering inv#90019-2076		15,712.58
General Journal	PAY 05/19	05/19/2021	ADP	Deposit- Commercial Rent Relief received on behalf of Mountain View Custom Cycles		6,147.48
General Journal	TAX 05/20	05/20/2021	ADP	Transfer to Capital Projects for payment to EMC Engineering inv#91009-2083		3,000.00
General Journal	CP 05/21	05/21/2021	ADP	Transfer to Capital Projects for payment to EMC Engineering inv#91009-2077		6,000.00
General Journal	USCC 05/24	05/24/2021	ADP	Rec 05/19/2021 payroll		923.24
General Journal	CP 05/28	05/28/2021	ADP	Rec 05/19/2021 payroll		7,952.50
Bill Pmt-Check	10387	05/07/2021	Harbor Sanitary District	APRIL 2021 Sanitary Bill		100.00
Bill Pmt-Check	10388	05/07/2021	Spec Dist Assoc of OR- Prop & Cas	Policy#31P16414-203 Customer ID: 01-16414 - 2021 PROPERTY & CASUALTY POLICY		3,715.31
Bill Pmt-Check	10389	05/07/2021	Harbor Water District P.U.D.	03/22/2021 - 04/21/2021 SERVICE/WATER BILL		9,216.36
Bill Pmt-Check	10390	05/07/2021	Curry Equipment	Account#1052 Equip Repair & Maint. Supplies		2,015.64
Bill Pmt-Check	10391	05/07/2021	ISecure Information Security	04/29/2021-Shredded stored documents		621.50
Bill Pmt-Check	10392	05/07/2021	John Kellum/John's Portable Welding	04/27 & 04/30 - Weld frames & hinges on transient dock		525.00
Bill Pmt-Check	10393	05/07/2021	Oreal Security Consulting LLC	Security Patrol for APRIL 2021		2,700.00
Bill Pmt-Check	10394	05/07/2021	Spec Dist Assoc of OR- Healthcare	Customer #: 03-0016414 - HEALTHCARE PREMIUM		7,562.24
Bill Pmt-Check	10395	05/14/2021	Association of Pacific Ports	Levy on 2020-2021 Port Member Dues Association of Pacific Ports		185.00
Bill Pmt-Check	10396	05/14/2021	Country Media, Inc.	CUSTOMER 38747 Curry Coastal Pilot Notices		505.18
Bill Pmt-Check	10397	05/14/2021	Curry Equipment	Account#1052 Equip Repair & Maint. Supplies		29.99

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Port of Brookings Harbor
Check Registers

As of May 31, 2021

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Cash Basis

Type	Num	Date	Name	Memo	Debit	Credit
Bill Pmt - Check	10398	05/14/2021	Curry Transfer & Recycling	Account #2040-2434-001 Trash Dumpsters		4,238.54
Bill Pmt - Check	10399	05/14/2021	EMC-Engineers/Scientists, LLC	Engineering Assistance - Wastewater Treatment Facility		740.00
Bill Pmt - Check	10400	05/14/2021	Gowman Electric, Inc.	Electrical Repairs		85.00
Bill Pmt - Check	10401	05/14/2021	Granger	ACCT# 822663001 SPILL KIT, DRUM, UNIVERSAL, 30" H X 23" W		252.70
Bill Pmt - Check	10402	05/14/2021	Oregon Coast Magazine	Customer ID: 103331 AD ON PG 95 OF SPRING 2020 OREGON COAST & MILE-BY-MILE GUIDE ISSUE SIZE+...		675.00
Bill Pmt - Check	10403	05/14/2021	Quill Corporation	ACCT#1932158 Office Supplies		137.65
Bill Pmt - Check	10404	05/14/2021	Ventek International	Customer No. ORBRK0013 Tolerities & Supplies		2,070.00
Bill Pmt - Check	10405	05/14/2021	Fastenal Industrial Supplies	Customer No. ORBRK0013 Tolerities & Supplies		2,277.20
Check	10406	05/21/2021	Brammer, Teddy	REFUND for Unused Moorage 05/12/2021 - 03/17/2022		950.00
Bill Pmt - Check	10407	05/21/2021	Anchor Lock & Key	05/15/2021 Installation of Door Closures - The Hungry Clam		255.00
Bill Pmt - Check	10408	05/21/2021	BI-MART	Account #931481 Water & Supplies		15.68
Bill Pmt - Check	10409	05/21/2021	Harbor View Windows, Heating & Air	05/12/2021 - HVAC Repair - Bell & Whistle		387.50
Bill Pmt - Check	10410	05/21/2021	In-Motion Graphics and Design, LLC	03/02/2021 - Repair to RV Park Signage		330.00
Bill Pmt - Check	10411	05/21/2021	Pape Material Handling	Customer No. 1070715 Equipment Maintenance & Repair		228.52
Bill Pmt - Check	10412	05/28/2021	Rogue Credit Union	CC Acct#830189521 CREDIT CARD Encing#7681		8,804.52
Bill Pmt - Check	10413	05/28/2021	Gold Beach Lumber Yard, Inc.	Account #778 Hardware Supplies & Materials		1,791.00
Bill Pmt - Check	10414	05/28/2021	Black & Rice LLP	APRIL 2021 Legal Services		500.00
Bill Pmt - Check	10415	05/28/2021	Gerald W. Burns, CPA	MAY Bill #6-2021		16.58
Bill Pmt - Check	10416	05/28/2021	NAPA Auto Part	ACCT#60285 Vehicle/Equip Maint. & Supplies		510.90
Bill Pmt - Check	10417	05/28/2021	Quill Corporation	ACCT#1932158 Office Supplies		171.60
Bill Pmt - Check	10418	05/28/2021	Thermo Fluids, Inc.	Removal of 3 Blige Water Drums		199.19
Bill Pmt - Check	10419	05/28/2021	ULine	Customer No. 1534013s OIL SORBENT BOOMS		274,308.72
Total 10103 - General Funds Ckg Umpqua 3634						9,923.24
10104 - General Fund LGIP 6017						
Check	DEBIT	05/03/2021		LGIP Fees for APRIL 2021	157,869.00	0.20
General Journal	REQ#6	05/13/2021		PAY NO. 1755767 LDA REQ-6 Port of Brookings Harbor C2018375 Draw #6 Doc No. VP078492	157,869.00	0.20
Total 10106 - General Fund LGIP 8017						167,792.24
Total 101 - GENERAL FUND CHECKING & LGIP						
10101 - Petty Cash	CASH	05/28/2021	Harbor Corner Market LLC	DURACELL C BATTERY		7.19
Bill Pmt - Check					0.00	7.19
Total 10101 - Petty Cash						7.19
Total 100 - UNRESTRICTED CASH & EQUIVALENTS						167,792.24
110 - RESTRICTED CASH & EQUIVALENTS						
104 - RESTRICTED MONEY MKT & CHECKING						
20104 - USDA BOND Umpqua MM 9529						
Total 20104 - USDA BOND Umpqua MM 9529						
30104 - Debt Service Umpqua MM 8627						
Check	DEBIT	05/17/2021	Umpqua Bank/Loan#747041620	Genie Reach Forklift Loan#747041620 Payment #39	1,464.71	1,464.71
Check	DEBIT	05/24/2021	m2 Lease LLC	Customer #107104 Loan#110561 Pmt #55 - 50 BFMI Travelift	4,659.00	4,659.00
General Journal	DEBT 05/03	05/03/2021		Transfer to Debt Service Fund for Travelift Payment	1,464.71	
General Journal	DEBT 05/03	05/03/2021		Transfer to Debt Service Fund for Fork Lift Payment		
Total 30104 - Debt Service Umpqua MM 8627						6,123.71
47104 - Capital Projects Umpqua 8018						
Check	USCG 05/24	05/28/2021	Umpqua Bank (Service fees)	Miscellaneous Debit Maintenance Fee		12.50
General Journal		05/24/2021		MAY 2021 LEASE Pmt	0.00	923.24
Total 40104 - Capital Projects Umpqua 8018						6,123.71
Total 104 - RESTRICTED MONEY MKT & CHECKING						
105 - RESTRICTED LGIP						
20105 - USDA Bond Fund LGIP 6021						
General Journal	USDA 05/03	05/03/2021		To transfer to USDA Revenue Bond Fund for November 2021 Payment	10,843.00	0.00
Total 20105 - USDA Bond Fund LGIP 6021						10,843.00
30105 - IFA Debt Service Fund LGIP 6020						

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Port of Brookings Harbor
 Check Registers
 As of May 31, 2021

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 Cash Basis

Type	Num	Date	Name	Memo	Debit	Credit
General Journal	IFA 05/03	05/03/2021			24,168.00	
Total 30105 - IFA Debt Service Fund LGIP 6020						
50105 - Reserve Fund LGIP 6018					2,000.00	
General Journal	RES 05/03	05/03/2021		Transfer to Reserve Fund	2,000.00	0.00
Total 50105 - Reserve Fund LGIP 6018						
Total 105 - RESTRICTED LGIP						
Total 110 - RESTRICTED CASH & EQUIVALENTS						
TOTAL					210,926.95	281,375.56

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Cash Basis

Port of Brookings Harbor
Purchases by Vendor Summary
January through May 2021

	Jan - May 21
5-R Excavation, LLC	5,970.00
Absolute Golf Carts	650.00
Adobe	29.98
ADP	2,829.50
Alexandre EcoDairy Farms	250.00
AMAZON MKTPLACE	1,749.59
Anchor Lock & Key	1,798.00
Armoillo Display Solutions	273.46
Association of Pacific Ports	165.00
BI-MART	567.47
Black & Rice LLP	7,200.00
BOARDWALK MAIL SERVICE	183.21
Boat Launch Kiosk	11.00
BoomTech	77.47
Bronze Memorials Inc.	1,157.48
Brookings Signs & Graphics	117.00
Bullet Rental	2,725.08
C.O. Construction	535.00
CED	379.50
CertifiedMailLabels.com	300.00
CHEVRON	1,186.98
Chevron Business Card	1,751.28
Coastal Audio & Tint	300.00
Cole-Parmer	156.51
Coos-Curry Electric Cooperative, Inc.	38,434.04
Country Media, Inc.	1,537.51
Crescent ACE Hardware	498.66
Crow/Clay & Associates, Inc	2,593.75
Crown Plumbing	1,922.50
Curry County Community Development	865.96
Curry County Sheriff	125.00
Curry County Tax Collector	2,110.05
Curry Equipment	206.86
Curry Transfer & Recycling	19,450.09
Da-Tone Rock Products	2,592.30
Del-Cur Supply Co-op	755.45
Dish Network	2,856.29
Elavon	1,260.74
EMC-Engineers/Scientists, LLC	53,370.00
Englund Marine Supply	323.62
Fastenal Industrial Supplies	10,138.80
Ferguson Enterprises, Inc.	21,521.62
Firefly Reservations	697.00
Frank's Heating & Refrigeration	1,667.57
FRED MEYER	49.56
Freeman Rock, Inc.	2,190.12
Gerald W. Burns, CPA	2,500.00
Gold Beach Lumber Yard, Inc.	13,689.53
Gowman Electric, Inc.	13,300.33
Grainger	252.70
Grants Pass Water Lab, Inc.	3,240.00
Grating Pacific, LLC	452.00
GSS, Inc.	110.00
Harbor Corner Market LLC	29.18
Harbor Logging Supply, Inc.	4,278.85
Harbor Sanitary District	20,008.51
Harbor Truss and Supply LLC	180.00
Harbor View Windows, Heating & Air	1,223.75
Harbor Water District P.U.D.	8,886.56
Heartsmart.com	546.11
Home Depot	3,481.00
In-Motion Graphics and Design, LLC	330.00
Industrial Steel & Supply Co. Inc.	313.00
Intuit	2,254.56
iSecure Information Security	621.50
John Kellum/John's Portable Welding	5,587.50

Port of Brookings Harbor
Purchases by Vendor Summary
January through May 2021

	Jan - May 21
K&K Insurance Group, Inc.	225.00
Labor Law Posters Online	48.85
Legacy Contracting, Inc.	469,975.59
Les Schwab Tire Center	16.99
M & J Glazebrook Construction	614.75
Mascott Equipment	2,343.38
Mc Court Floor Coverings, Inc	75.00
McLennan Excavation, Inc.	9,990.00
Microsoft	199.98
NAPA Auto Part	270.24
Northwest Parking Equipment Company	1,335.84
ONLINE Purchases	227.37
Orcal Security Consulting LLC	13,590.00
Oregon Alarm	42,690.00
Oregon Coast Magazine	675.00
Oregon Department of Agriculture	278.00
Pacific Office Automation	759.31
Pacific Rim Copy Center	303.40
Palm Industries, Inc.	2,479.99
Pape Material Handling	1,256.04
Pitney Bowes Global Lease	415.41
Pitney Bowes, Inc.	1,112.96
Platt	1,213.41
Pump Pipe & Tank Services, LLC	926.54
Quill Corporation	4,567.42
Rentprep Enterprise/Fidelis Screening	339.15
Roberts & Associates Land Surveying, Inc.	2,150.00
Rock Island Design	1,047.05
SimpliSafe	59.96
Slice Recovery	1,914.00
SmartSign	132.26
SO Backflow Techs	28.00
Spec Dist Assoc of OR- Healthcare	37,811.20
Spec Dist Assoc of OR- Prop & Cas	46,081.80
Spectrum Business 8752 19 060 0025169	461.10
Spectrum Business 8752 19 060 0226494	476.32
Spectrum Business 8752 19 060 0247029	349.90
Spectrum Business 8752 19 060 0251369	384.85
Stericycle	98.05
Strahm's Sealcoat & Striping, Inc.	20,126.00
SUPPLYHOUSE.COM	373.41
Tank Testers, LLC	8,497.50
The Park Catalog	1,247.73
The Roofers, LLC	10,327.84
Thermo Fluids, Inc.	854.30
Tidewater Contractors, Inc.	552.00
Tyree Oil, Inc	70,261.73
U Printing	257.83
ULine	1,007.89
US Bank Equipment Finance	1,116.00
US Postal Service	7.95
US Relay/HD Relay	139.00
Valvoline	45.99
Ventek International	2,070.00
VERIZON WIRELESS	1,640.50
Vonage	1,012.10
Wayfair LLC	285.99
WebReserv	495.00
WEEBLY-CHARGE.COM	910.00
ZiPLY Fiber 541-412-7930-102902-5	157.03
ZiPLY Fiber 541-469-5867-121516-5	381.19
Zoom Video Communications Inc.	74.95
TOTAL	1,045,582.12