

PORT OF BROOKINGS HARBOR
Budget Hearing and Regular Commission Meeting
Wednesday, June 15, 2022 at 2:00pm
Teleconference / Meeting Room
16350 Lower Harbor Road Suite 202, Harbor OR, 97415

Teleconference Call-In Number: 1 (253) 215-8782 Meeting ID: 771 205 4017	Passcode: 76242022	(to mute/unmute: * 6)
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TENTATIVE AGENDA

FISCAL YEAR 2022-23 BUDGET HEARING (ORS 294.430)

1. Pledge of Allegiance
2. Call to Order
3. Public Comment (3-minute limit per person)
4. **Action Item A** - Resolution 2022-06 Adopting the 2022-2023 Fiscal Year Budget, Making Appropriations, and Levying and Categorizing the Tax
5. Adjournment from Budget Hearing

REGULAR MEETING

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. APPROVAL OF MEETING MINUTES

- | | |
|--|----|
| A. Approve Minutes of Budget Committee Meeting Tuesday May 10, 2022..... | 30 |
| B. Approve Minutes of Regular Commissioner Meeting Wednesday May 18, 2022..... | 32 |

4. PUBLIC COMMENTS – (Limited to a maximum of three minutes per person. Comments by teleconference, please email your comments to danielle@portofbrookingsharbor.com prior to the meeting.

5. MANAGEMENT REPORTS / APPROVAL

- | | |
|--|----|
| A. May 2022 Safety, Security & Environmental Report..... | 35 |
| B. May 2022 Harbormaster Report..... | 36 |
| C. May 2022 Financial & Manager Report..... | 39 |

6. ACTION ITEMS

- | | |
|---|----|
| A. Vessel and/or Trailer Storage Agreement..... | 70 |
| B. Vessel Miss Stacey Moorage Renewal..... | 73 |
| C. Charters and Guides Sign Agreement Form..... | 80 |

7. INFORMATION ITEMS

- | | |
|--|-----|
| A. BOEM Wind Energy Farm Off the Coast of Brookings Oregon, presentation by Oregon Trawl Commission..... | 90 |
| B. Pacific Seafood Request for Dock Hoist..... | 135 |

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.

PORT OF BROOKINGS HARBOR
Budget Hearing and Regular Commission Meeting
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C. Zola’s on the Water Concrete Patio outside Leased Premises.....	146
D. Cable TV and Wi-Fi at Beachfront RV Park.....	150
E. USDA Civil Rights Compliance Review & Response.....	154
F. Boat Yard Building(s) and Port Office Proposal.....	171
G. RV Park New Fence Dividers.....	191
H. Summer Food Dine-In Bus Route.....	203
I. Travel Lift Ramp Sediment Impacts.....	205
J. Beach Cam for Website.....	214

8. COMMISSIONER COMMENTS

9. NEXT REGULAR MEETING DATE -- Wednesday July 20, 2022, at 2:00pm

10. 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.

Budget Hearing Packet

ACTION ITEM – A

DATE: June 15, 2022
RE: Resolution Adopting the 2022-2023 Fiscal Year Budget
TO: Honorable Board President and District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Each year Special Districts in Oregon must adopt their budget by June 30th. This year the Budget Committee approved the proposed 2022-2023 Fiscal Year Budget as presented during the public meeting on May 10, 2022.
- 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 2022-2023 for operating purposes in the General Fund at the meeting on May 10, 2022.

DOCUMENTS

- Draft Resolution No. 2021-06 Adopting 2022-2023 Fiscal Year Budget, 1 page
- Budget Overview and Budget Documentation, 23 pages

COMMISSIONER ACTION

- **Recommended Action:**
Motion to approve Resolution No. 2022-06 Adopting the 2022-2023 Fiscal Year Budget, making appropriations, and imposing and categorizing the tax.

RESOLUTION No. 2022-06
RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Port of Brookings Harbor hereby adopts the budget for fiscal year 2022-23 in the total amount \$ 9,280,570 The budget is now on file at 16330 Lower Harbor Road in Brookings, Oregon.

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..... **\$ 3,327,000**

Not Allocated to General Port Operating Fund

Transfers Out..... \$ 605,324

Contingency..... \$ 217,676

Subtotal..... \$ 823,000

Total General Fund Appropriations **\$ 4,150,000**

Capital Projects Fund

Capital Outlay..... **\$3,580,000**

Port Construction Fund

Capital Outlay..... **\$ 573,170**

Reserve Fund

Capital Outlay **\$ 243,200**

Debt Service Fund

Debt Service

Total Debt Service..... **\$ 391,500**

USDA Revenue Bond Fund

Debt Service

Principal..... 83,913

Interest..... 46,207

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

RV Park Improvement Debt Service Fund

Debt Service

Principal 39,900

Interest 17,820

Total Debt Service..... **\$ 57,720**

Total APPROPRIATIONS, All Funds . . . \$ 9,125,710
Total Unappropriated and Reserve Amounts, All Funds . . . \$ 154,860
TOTAL ADOPTED BUDGET . . . \$ 9,280,570

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 2022-23: 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 10, 2022
and ADOPTED BY THE BOARD OF COMMISSIONERS on June 15, 2022.

ATTEST:

X _____
Richard Heap, President

X _____
Sharon Hartung, Secretary/Treasurer

Budget Overview

Total Resources and Requirements per Fund

1. General Fund Departments	Resources	Requirements
Cash Remaining from Previous Year	490,000	-
Taxes (Current & Prior Years)	260,000	-
Interest	2,000	-
Marina / Moorage, Storage, Marine Services, Events	842,000	1,066,000
Beachfront RV Park	800,000	515,000
Commercial / Retail Leases	635,000	514,000
Fuel Dock	1,050,000	1,232,000
Sales of Assets	10,000	-
Miscellaneous	66,000	-
Grants & Other Funding	20,000	-
Transfers	-	605,324
Contingency	-	217,676
Unappropriated Ending Fund Balance	-	25,000
General Fund Totals	4,175,000	4,175,000
2. Revenue Bond Debt Service - USDA Fund	Resources	Requirements
Cash Remaining from Previous Year	102,820	-
Interest	840	-
Transfers from General Fund	130,120	-
Total Appropriations	-	130,120
Unappropriated Ending Fund Balance	-	103,660
Revenue Bond Debt Service - USDA Totals	233,780	233,780
3. Debt Service Fund	Resources	Requirements
Cash Remaining from Previous Year	23,100	-
Interest	616	-
Transfers from General Fund	391,484	-
Genie 2018 Forklift	-	17,584
50 BFMII Travel Lift	-	55,916
IFA Loans	-	318,000
Unappropriated Ending Fund Balance	-	23,700
Debt Service Fund Totals	415,200	415,200
4. RV Park Improvement Debt Service Fund	Resources	Requirements
Transfers from General Fund	57,720	-
Umpqua Bank/OR FFC Agreement 2020 Acct#97748040835	-	57,720
RV Park Improvement Debt Service Fund Totals	57,720	57,720
All Debt Total	706,700	706,700
5. Capital Projects Fund	Resources	Requirements
Cash Remaining from Previous Year	2,500	-
FEMA DR-4432-OR and DR-4452-OR PW162-1 Revised	2,646,000	3,580,000
	-	-
	-	-
	-	-
Unappropriated Ending Fund Balance	-	2,500
Capital Projects Fund Totals	2,648,500	3,582,500
6. Port Construction Fund	Resources	Requirements
Cash Remaining from Previous Year	572,000	-
Interest	1,170	-
Transfers from General Fund	-	-
RV Park Upgrade	-	573,170
Unappropriated Ending Fund Balance	-	-
Port Construction Fund Totals	573,170	573,170
7. Reserve Fund	Resources	Requirements
Cash Remaining from Previous Year	215,700	-
Interest	1,500	-
Transfers from General Fund	26,000	-
	-	-
Reserve for Future Expenditures	-	243,200
Unappropriated Ending Fund Balance	-	-
Reserve Fund Totals	243,200	243,200

Total Port of Brookings Harbor for Fiscal Year 2022-23 Budget

9,280,570

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Port of Brookings Harbor Budget FY 2022-23

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DEBT SERVICE FUND

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RV PARK IMPROVEMENT DEBT SERVICE FUND

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RESOURCES GENERAL FUND

Port of Brookings Harbor

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2019/20	First Preceding Year 2020/21							
1	280,776	243,690	532,000	1	Cash Carryover	490,000	490,000	490,000	1
2	9,752	10,227	9,000	2	Previously levied taxes estimated to be received	10,000	10,000	10,000	2
3	2,904	2,021	2,000	3	Interest	2,000	2,000	2,000	3
4	220,427			4	Interfund Transfer from Capital Projects				4
5				5	OTHER RESOURCES				5
6	714,734	809,233	735,000	6	Marina / Moorage, Storage, Marine Services, Events	842,000	842,000	842,000	6
7	594,084	863,921	750,000	7	Beachfront RV Park	800,000	800,000	800,000	7
8	113,898			8	Boatyard				8
9	514,366	549,110	590,280	9	Commercial / Retail Leases	635,000	635,000	635,000	9
10	780,640	534,500	850,000	10	Fuel Dock	1,050,000	1,050,000	1,050,000	10
11	5,634	-		11	Land Use Events				11
12				12					12
13				13					13
14	5,742	1,475	50,000	14	Asset Sales	10,000	10,000	10,000	14
15	31,035	32,987	50,000	15	Miscellaneous	66,000	66,000	66,000	15
16		700,000		16	Long Term Debt Borrowings				16
17		104,786	20,000	17	Grants & Other Funding	20,000	20,000	20,000	17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23	3,273,992	3,851,950	3,588,280	23	Total resources, except taxes to be levied	3,925,000	3,925,000	3,925,000	23
24			270,000	24	Taxes estimated to be received	250,000	250,000	250,000	24
25	235,948	245,690		25	Taxes collected in year levied				25
26	3,509,940	4,097,640	3,858,280	26	TOTAL RESOURCES	4,175,000	4,175,000	4,175,000	26

FORM
LB-30

REQUIREMENTS SUMMARY
Allocated to a Program & Activity
GENERAL FUND

Port of Brookings Harbor

	Historical Data			REQUIREMENT TOTALS	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2019/20	First Preceding Year 2020/21							
PERSONNEL SERVICES									
1	78,755	83,858	88,470	1	Salary Port Manager	-	-	-	1
2	123,472	106,565	132,000	2	Office Staff	289,000	289,000	289,000	2
3	28,653	39,538	56,465	3	Hourly / RV Park Office Staff	-	-	-	3
4	232,707	240,560	250,000	4	Operations Staff	267,800	267,800	267,800	4
5	7,377	6,080	7,255	5	Overtime	8,000	8,000	8,000	5
6	154,405	155,824	165,310	6	Costs & Benefits	193,300	193,300	193,300	6
7	16,908	7,533	15,000	7	Workers Comp	22,000	22,000	22,000	7
8	82,135	83,756	99,500	8	Health Care & Dental	106,600	106,600	106,600	8
9	724,412	723,714	814,000	9	TOTAL PERSONNEL SERVICES	886,700	886,700	886,700	9
10	9	9	11	10	TOTAL FULL-TIME EQUIVALENT (FTE)	12			10
MATERIALS AND SERVICES									
11	7,997	4,397	8,680	11	Advertising & Notifications	5,624	5,624	5,624	11
12	533,411	432,923	460,319	12	Repairs and Maintenance	635,490	635,490	635,490	12
13	689,074	449,504	805,000	13	Fuel Purchased for resale	924,000	924,000	924,000	13
14	279,355	268,884	292,964	14	Utilities	379,164	379,164	379,164	14
15	44,221	41,755	60,000	15	Office Expense	51,032	51,032	51,032	15
16	41,401	52,109	60,482	16	Bank Services & Finance Fees	64,134	64,134	64,134	16
17	9,535	1,086	7,500	17	Travel & Training	8,453	8,453	8,453	17
18	10,757	7,724	37,000	18	Permit, Licenses, Taxes, Misc.	46,089	46,089	46,089	18
19	96,009	101,099	95,292	19	Insurance - Property, Liability & Bond	126,314	126,314	126,314	19
20	97,961	91,515	120,425	20	Professional Fees	175,000	175,000	175,000	20
21	1,809,721	1,450,996	1,947,662	21	TOTAL MATERIALS AND SERVICES	2,415,300	2,415,300	2,415,300	21
CAPITAL OUTLAY									
22	-	5,992	57,000	22	Land Improvements	25,000	25,000	25,000	22
23	29,724	-	-	23	Buildings	-	-	-	23
24	-	55,378	92,000	24	Equipment & Vehicle/s	-	-	-	24
25	29,724	61,370	149,000	25	TOTAL CAPITAL OUTLAY	25,000	25,000	25,000	25
26	2,563,857	2,236,080	2,910,662	26	TOTAL ALLOCATED REQUIREMENTS	3,327,000	3,327,000	3,327,000	26
REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS									
27				27	GENERAL FUND per Department Totals				27
28	1,450,753	1,449,803	1,677,667	28	Marina / Moorage, Storage, Marine Services, Events	1,066,000	1,066,000	1,066,000	28
29	174,171	210,211	250,345	29	Beachfront RV Park	515,000	515,000	515,000	29
30	226,806	84,144	145,160	30	Commercial / Retail Leases	514,000	514,000	514,000	30
32	712,127	491,922	837,490	32	Fuel Dock	1,232,000	1,232,000	1,232,000	32
33	2,563,857	2,236,080	2,910,662	33	TOTAL ALLOCATED REQUIREMENTS	3,327,000	3,327,000	3,327,000	33

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FORM
LB-30

REQUIREMENTS SUMMARY
Not Allocated to a Program & Activity
GENERAL FUND

Port of Brookings Harbor

	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2019/20	First Preceding Year 2020/21							
				PERSONNEL SERVICES NOT ALLOCATED					
1				1				1	
2				2				2	
3	-	-	-	3	TOTAL PERSONNEL SERVICES	-	-	-	3
4				4	TOTAL FULL-TIME EQUIVALENT (FTE)				4
					MATERIALS AND SERVICES NOT ALLOCATED				
5				5				5	
6	-	-	-	6	TOTAL MATERIALS AND SERVICES	-	-	-	6
					CAPITAL OUTLAY NOT ALLOCATED				
7				7				7	
8	-	-	-	8	TOTAL CAPITAL OUTLAY	-	-	-	8
					DEBT SERVICE				
9				9				9	
10	-	-	-	10	TOTAL DEBT SERVICE	-	-	-	10
					SPECIAL PAYMENTS				
11				11				11	
12	-	-	-	12	TOTAL SPECIAL PAYMENTS	-	-	-	12
					INTERFUND TRANSFERS				
13	130,120	130,116	130,120	13	Transfer to Bond Debt Service Fund	130,120	130,120	130,120	13
14	383,464	364,681	423,485	14	Transfer to Debt Service Fund	391,484	391,484	391,484	14
15	-	52,908	57,718	15	Transfer to RV Park Improvement Debt Service Fund	57,720	57,720	57,720	15
16	62,609	73,095	-	16	Transfer to Capital Projects Fund	-	-	-	16
17	-	684,000	125,000	17	Transfer to Port Construction Fund	-	-	-	17
18	126,200	24,295	34,000	18	Transfer to Reserve Fund	26,000	26,000	26,000	18
19	702,393	1,329,095	770,323	19	TOTAL INTERFUND TRANSFERS	605,324	605,324	605,324	19
20			20,000	20	OPERATING CONTINGENCY	217,676	217,676	217,676	20
21	702,393	1,329,095	790,323	21	TOTAL REQUIREMENTS NOT ALLOCATED	823,000	823,000	823,000	21
22	2,563,857	2,236,080	2,910,662	22	TOTAL ORG./PROG. REQUIREMENTS	3,327,000	3,327,000	3,327,000	22
23	3,266,250	3,565,175	3,700,985	23	Total Appropriations	4,150,000	4,150,000	4,150,000	23
24	243,690	532,465	157,295	24	UNAPPROPRIATED ENDING FUND BALANCE	25,000	25,000	25,000	24
25	3,509,940	4,097,640	3,858,280	25	TOTAL REQUIREMENTS	4,175,000	4,175,000	4,175,000	25

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FORM
LB-35

RESOURCES AND REQUIREMENTS
REVENUE BOND DEBT SERVICE FUND - USDA

Bond Debt Payments are f

- Revenue Bonds or
- General Obligation Bonds

Port of Brookings Harbor

	Historical Data			DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-23					
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
	First Preceding Year 2019/20	First Preceding Year 2020/21								
				Resources						
1	99,898	101,658	102,380	1	Cash Carry Over	102,820	102,820	102,820	1	
2	1,760	698	500	2	Interest	840	840	840	2	
3	130,120	130,116	130,120	3	Transferred from General Fund	130,120	130,120	130,120	3	
4	231,778	232,472	233,000	4	TOTAL RESOURCES	233,780	233,780	233,780	4	
				Requirements						
				Bond Principal Payments						
					Issue Date	Budgeted Payment Date				
5	72,467	76,091	79,917	5	November 6, 2000	November 6, 2022	83,913	83,913	83,913	5
6				6						6
7	72,467	76,091	79,917	7	TOTAL PRINCIPAL		83,913	83,913	83,913	7
				Bond Interest Payments						
					Issue Date	Budgeted Payment Date				
8	57,653	54,029	50,203	8	November 6, 2000	November 6, 2022	46,207	46,207	46,207	8
9				9						9
10	57,653	54,029	50,203	10	TOTAL INTEREST		46,207	46,207	46,207	10
				Unappropriated Balance for Following Year By						
					Issue Date	Payment Date				
11				11						11
12	130,120	130,120	130,120	12	Total Appropriations		130,120	130,120	130,120	12
13	101,658	102,352	102,880	13	UNAPPROPRIATED ENDING FUND BALANCE		103,660	103,660	103,660	13
14	231,778	232,472	233,000	14	TOTAL REQUIREMENTS		233,780	233,780	233,780	14

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

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FORM
LB-35

RESOURCES AND REQUIREMENTS

Debt Payments are for:

- Revenue Bonds or
- General Obligation Bonds

Debt Service Fund

Port of Brookings Harbor

Historical Data				DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-23				
Actual		Adopted Budget This Year Year 2021/22	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
First Preceding Year 2019/20	First Preceding Year 2020/21								
Resources									
1	21,006	94,694	27,420	1	Cash Carryover	23,100	23,100	23,100	1
2	1,082	549	450	2	Interest	616	616	616	2
3	383,464	364,681	423,485	3	Transferred IN from General Fund	391,484	391,484	391,484	3
4				4					4
5	405,552	459,924	451,355	5	TOTAL RESOURCES	415,200	415,200	415,200	5
Requirements									
Principal Payments									
					Issue Date	Budgeted Payment Date			
6	15,192			6	Tidewinds	Monthly			
7	12,802	13,616	14,469	7	Genie 2018 Forklift	Monthly on the 15th	15,374	15,374	15,374
8	45,079	47,677	50,447	8	50 BFMII Travelift Lease	Monthly on the 22nd	53,293	53,293	53,293
9	222,122	360,512	350,000	9	IFA Loans	Quarterly	318,000	318,000	318,000
10	295,195	421,805	414,916	10	TOTAL PRINCIPAL		386,667	386,667	386,667
Interest Payments									
					Issue Date	Budgeted Payment Date			
11	4,775	3,961	3,108	11	Genie 2018 Forklift	Monthly on the 15th	2,210	2,210	2,210
12	10,829	8,231	5,461	12	50 BFMII Travelift Lease	Monthly on the 22nd	2,623	2,623	2,623
13	59	3,168	-	13	IFA Loans	Quarterly			
14				14					
15	15,663	15,360	8,569	15	TOTAL INTEREST		4,833	4,833	4,833
Unappropriated Balance for Following Year By									
					Issue Date	Payment Date			
16	310,858	437,165	423,485	16	Total Appropriations		391,500	391,500	391,500
17	94,694	22,759	27,870	17	UNAPPROPRIATED ENDING FUND BALANCE		23,700	23,700	23,700
18	405,552	459,924	451,355	18	TOTAL REQUIREMENTS		415,200	415,200	415,200

FORM
LB-35

RESOURCES AND REQUIREMENTS

RV Park Improvement 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 2022-23				
Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
First Preceding Year 2019/20	First Preceding Year 2020/21							
			Resources					
1			1	Cash Carryover	-	-	-	1
2			2	Interest	-	-	-	2
3		52,908	3	Transferred IN from General Fund	57,720	57,720	57,720	3
4			4					4
5	-	52,908	5	TOTAL RESOURCES	57,720	57,720	57,720	5
			Requirements					
			Principal Payments					
			Issue Date		Budgeted Payment Date			
6			6	July 15, 2020	Monthly on the 15th			6
7		34,538	7	Umpqua Bank/OR FFC Agreement 2020	39,900	39,900	39,900	7
8	-	34,538	8	TOTAL PRINCIPAL	39,900	39,900	39,900	8
			Interest Payments					
			Issue Date		Budgeted Payment Date			
9			9	July 15, 2020	Monthly on the 15th			9
10		18,370	10	Umpqua Bank/OR FFC Agreement 2020	17,820	17,820	17,820	10
11	-	18,370	11	TOTAL INTEREST	17,820	17,820	17,820	11
			Unappropriated Balance for Following Year By					
			Issue Date		Payment Date			
12			12					12
13		52,908	13	Total Appropriations	57,720	57,720	57,720	13
14			14	UNAPPROPRIATED ENDING FUND BALANCE				14
15	-	52,908	15	TOTAL REQUIREMENTS	57,720	57,720	57,720	15

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RESOURCES AND REQUIREMENTS

CAPITAL PROJECTS FUND

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2019/20	First Preceding Year 2020/21							
				RESOURCES					
1	10,579	2,500	41,000	1	Cash Carryover	2,500	2,500	2,500	1
2	-			2	Interest				2
3	62,609	73,095		3	Interfund Transfer from General Funds				3
4	4,825			4	OSMB MAP Grant				4
5	182,173			5	FEMA DR-2458-OR PW319 Basin 1 Piling Project				5
6		90,000	793,500	6	FEMA DR-4432-OR and DR-4452-OR - Federal Funding	2,646,000	2,646,000	2,646,000	6
7				7	FEMA DR-4432-OR and DR-4452-OR - State Matching Funds	934,000	934,000	934,000	7
8	14,154	585,846		8	State Lottery Funds - C2019375 Dock Repair & Improvement				8
9				9					9
10	274,340	751,441	834,500	10	TOTAL RESOURCES	3,582,500	3,582,500	3,582,500	10
				REQUIREMENTS					
11	2,499			11	OSMB MAP Grant				11
12	2,830	711,010	832,000	12	FEMA DR-4432-OR and DR-4452-OR	3,580,000	3,580,000	3,580,000	12
13	46,084			13	State Lottery Funds - C2019375 Dock Repair & Improv				13
14				14					14
15				15					15
16				16					16
17	220,427		-	17	Interfund Transfer from Capital Projects (Due to/From)				17
18	271,840	711,010	832,000	18	Total Appropriations	3,580,000	3,580,000	3,580,000	18
19	2,500	40,431	2,500	19	UNAPPROPRIATED ENDING FUND BALANCE	2,500	2,500	2,500	19
20	274,340	751,441	834,500	20	TOTAL REQUIREMENTS	3,582,500	3,582,500	3,582,500	20

RESOURCES AND REQUIREMENTS

Port Construction Fund

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2019/20	First Preceding Year 2020/21							
				RESOURCES					
1		-	575,000	1	Cash Carryover	572,000	572,000	572,000	1
2		4,699	2,000	2	Interest	1,170	1,170	1,170	2
3		684,000	125,000	3	Interfund Transfer from General Funds				3
4			-	4					4
5	-	688,699	702,000	5	TOTAL RESOURCES	573,170	573,170	573,170	5
				REQUIREMENTS					
6		119,250	702,000	6	RV Park Restroom/Laundry Facility & Improvements	573,170	573,170	573,170	6
7				7					7
8				8					8
11				11					11
12		119,250	702,000	12	Total Appropriations	573,170	573,170	573,170	12
13		569,449		13	UNAPPROPRIATED ENDING FUND BALANCE		-	-	13
14	-	688,699	702,000	14	TOTAL REQUIREMENTS	573,170	573,170	573,170	14

**FORM
LB-11**

RESOURCES AND REQUIREMENTS

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

RESERVE FUND

Port of Brookings Harbor

	Historical Data			DESCRIPTION		Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021/22			RESOURCES AND REQUIREMENTS			
	First Preceding Year 2019/20	First Preceding Year 2020/21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
				RESOURCES					
1	33,092	161,270	186,575	1	Cash Carryover	215,700	215,700	215,700	1
2	1,978	1,374	1,200	2	Interest	1,500	1,500	1,500	2
3	126,200	24,295	34,000	3	Transferred IN from General Fund	26,000	26,000	26,000	3
5				5					5
6				6					6
7	161,270	186,939	221,775	7	TOTAL RESOURCES	243,200	243,200	243,200	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
13				13	Reserved for Future Expenditures	243,200	243,200	243,200	13
14	-	-	-	14	Total Appropriations	243,200	243,200	243,200	14
15	161,270	186,939	221,775	15	UNAPPROPRIATED ENDING FUND BALANCE	-			15
16	161,270	186,939	221,775	16	TOTAL REQUIREMENTS	243,200	243,200	243,200	16

A public meeting of the Port of Brookings Harbor will be held on June 15, 2022 at 2:00pm at Port Meeting Room 16350 Lower Harbor Road Ste. #202 Brookings Oregon 97415 and via Telephone Conference. Instructions to join the telephone conference: Dial 1 (253) 215-8782 US, enter Meeting ID: 771 205 4017, enter Passcode: 76242022. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2022 as approved by the Port of Brookings Harbor Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 16330 Lower Harbor Road, between the hours of 9am and 3pm or online at portofbrookingsharbor.com. This budget is for annual budget period FY 2022-2023. This budget was prepared on a modified cash basis of accounting that is the same as preceding year.

Contact: Kim Boom Telephone: (541) 469-2218 ext. 405 Email: accounts@portofbrookingsharbor.com

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2020-21	Adopted Budget This Year 2021-22	Approved Budget Next Year 2022-23
Beginning Fund Balance / Cash Carryover	603,812	1,464,375	1,406,120
Charges for Port Services	2,756,764	2,925,280	3,327,000
Grants, Gifts, Allocations & Donations	780,632	813,500	3,600,000
Loan Proceeds	700,000		
Interfund Transfers	1,329,095	770,323	605,324
All Other Resources Except Current Year Property Taxes	54,030	115,150	92,126
Current Year Property Taxes Estimated to be Received	245,690	270,000	250,000
Total Resources	6,470,023	6,358,628	9,280,570

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	723,714	814,000	886,700
Materials and Services	1,450,996	1,947,662	2,415,300
Capital Outlay	891,630	1,683,000	4,178,170
Debt Service	620,193	611,323	579,340
Interfund Transfers	1,329,095	770,323	605,324
Contingencies		20,000	217,876
Unappropriated Ending Balance and Reserved for Future Expenditure	1,454,395	512,320	398,080
Total Requirements	6,470,023	6,358,628	9,280,570

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY PROGRAM/ACTIVITY *			
Name of Program/Activity FTE for that unit or program			
Marina	1,449,803	1,677,667	1,066,000
FTE	11	11	3.5
Beachfront RV Park	210,211	250,345	515,000
FTE	1	2	3.0
Commercial Retail	84,144	145,160	514,000
FTE	-	-	2.5
Fuel Dock	491,922	837,490	1,232,000
FTE	-	-	2.5
Allocated to Program/Activity	2,236,080	2,910,662	3,327,000
Not Allocated to Program/Activity	4,233,943	3,447,966	5,953,570
FTE	12	13	12
Total Requirements	6,470,023	6,358,628	9,280,570
Total FTE	12	13	12

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *			
FEMA Projects DR-4432-OR and DR-4452-OR to commence. Remodel of Beachfront RV Park to be completed.			
PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2020-21	Rate or Amount Imposed This Year 2021-22	Rate or Amount Approved Next Year 2022-23
Permanent Rate Levy (rate limit 0.1316 per \$1,000)	0.1316	0.1316	0.1316
Local Option Levy			
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds		
Other Bonds	924,603	
Other Borrowings	4,640,477	
Total	5,565,080	-

SCHEDULES

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FORM
LB-30

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

Port of Brookings Harbor

	Historical Data			REQUIREMENT TOTALS	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2019/20	First Preceding Year 2020/21							
				PERSONNEL SERVICES					
1	78,755	83,858	88,470	1	Port Manager	-	-	-	1
2	123,472	106,565	132,000	2	Office Staff	289,000	289,000	289,000	2
3	28,653	39,538	56,465	3	Hourly / RV Park Office Staff	-	-	-	3
4	232,707	240,560	250,000	4	Operations Staff	267,800	267,800	267,800	4
5	7,377	6,080	7,255	5	Overtime	8,000	8,000	8,000	5
6	154,405	155,824	165,310	6	Costs & Benefits	193,300	193,300	193,300	6
7	16,908	7,533	15,000	7	Workers Comp	22,000	22,000	22,000	7
8	82,135	83,756	99,500	8	Health Care & Dental	106,600	106,600	106,600	8
9	724,412	723,714	814,000	9	TOTAL PERSONNEL SERVICES	886,700	886,700	886,700	9
10	9	9	12	10	TOTAL FULL-TIME EQUIVALENT (FTE)	12	12	12	10
					MATERIALS AND SERVICES				
11	7,997	4,397	8,680	11	Advertising & Notifications	5,624	5,624	5,624	11
12	533,411	432,923	460,319	12	Repairs and Maintenance	635,490	635,490	635,490	12
13	689,074	449,504	805,000	13	Fuel Purchased for resale	924,000	924,000	924,000	13
14	279,355	268,884	292,964	14	Utilities	379,164	379,164	379,164	14
15	44,221	41,755	60,000	15	Office Expense	51,032	51,032	51,032	15
16	41,401	52,109	60,482	16	Bank Services & Finance Fees	64,134	64,134	64,134	16
17	9,535	1,086	7,500	17	Travel & Training	8,453	8,453	8,453	17
18	10,757	7,724	37,000	18	Permit, Licenses, Taxes, Misc.	46,089	46,089	46,089	18
19	96,009	101,099	95,292	19	Insurance - Property, Liability & Bond	126,314	126,314	126,314	19
20	97,961	91,515	120,425	20	Professional Fees	175,000	175,000	175,000	20
21	1,809,721	1,450,996	1,947,662	21	TOTAL MATERIALS AND SERVICES	2,415,300	2,415,300	2,415,300	21
					CAPITAL OUTLAY				
22	-	5,992	57,000	24	Land Improvements	25,000	25,000	25,000	24
23	29,724	-	-	25	Buildings	-	-	-	25
24	-	55,378	92,000	26	Equipment & Vehicle/s	-	-	-	26
30	29,724	61,370	149,000	30	TOTAL CAPITAL OUTLAY	25,000	25,000	25,000	30
31	2,563,857	2,236,080	2,910,662	31	TOTAL ALLOCATED REQUIREMENTS	3,327,000	3,327,000	3,327,000	31
					REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
32				32	GENERAL FUND per Department Totals				32
33	1,450,753	1,449,803	1,677,667	33	Marina: Moorage, Storage, Marine Services, Grants, Events	1,066,000	1,066,000	1,066,000	33
34	174,171	210,211	250,345	34	Beachfront RV Park	515,000	515,000	515,000	34
35	226,806	84,144	145,160	36	Commercial Retail	514,000	514,000	514,000	36
36	712,127	491,922	837,490	37	Fuel Dock	1,232,000	1,232,000	1,232,000	37
37	2,563,857	2,236,080	2,910,662	39	TOTAL ALLOCATED REQUIREMENTS	3,327,000	3,327,000	3,327,000	39

REQUIREMENTS FOR: BEACHFRONT RV PARK

	Historical Data			DESCRIPTION	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2019/20	First Preceding Year 2020/21							
PERSONNEL SERVICES									
1				1	Office Staff	96,600	96,600	96,600	1
2	28,653	39,538	56,465	2	Hourly / RV Park Office Staff				2
3	72			3	Operations Staff	39,100	39,100	39,100	3
4	659	826	600	4	Overtime	2,000	2,000	2,000	4
5				5	Costs & Benefits	47,000	47,000	47,000	5
6				6	Workers Comp	5,500	5,500	5,500	6
7				7	Health Care & Dental	29,000	29,000	29,000	7
8	29,384	40,364	57,065	8	TOTAL PERSONNEL SERVICES	219,200	219,200	219,200	8
9	1.50	1.50	1.25	9	TOTAL FULL-TIME EQUIVALENT (FTE)	3	3	3	9
MATERIALS AND SERVICES									
10	1,410	1,407	1,212	10	Advertising & Notifications	1,406	1,406	1,406	10
11	32,811	51,627	38,471	11	Repairs and Maintenance	55,000	55,000	55,000	11
12	-		-	12	Fuel Purchased for resale				12
13	68,380	76,653	74,685	13	Utilities	120,000	120,000	120,000	13
14	2,609	2,713	4,567	14	Office Expense	12,758	12,758	12,758	14
15	20,109	33,433	35,874	15	Bank Services & Finance Fees	33,962	33,962	33,962	15
16			-	16	Travel & Training	100	100	100	16
17	6,905	1,082	6,666	17	Permit, Licenses, Taxes, Misc.	2,394	2,394	2,394	17
18	1,732	1,604	1,341	18	Insurance - Property, Liability & Bond	6,520	6,520	6,520	18
19	10,831	1,328	3,464	19	Professional Fees	38,660	38,660	38,660	19
20	144,787	169,847	166,280	20	TOTAL MATERIALS AND SERVICES	270,800	270,800	270,800	20
CAPITAL OUTLAY									
21			27,000	21	Land Improvements	25,000	25,000	25,000	21
22				22	Buildings				22
23	-			23	Equipment & Vehicle/s			-	23
24	-	-	27,000	24	TOTAL CAPITAL OUTLAY	25,000	25,000	25,000	24
25	174,171	210,211	250,345	25	TOTAL DEPT. REQUIREMENTS	515,000	515,000	515,000	25

Schedule A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: COMMERCIAL RETAIL

	Historical Data			DESCRIPTION	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2019/20	First Preceding Year 2020/21							
				PERSONNEL SERVICES					
1	-			1	Office Staff	51,700	51,700	51,700	1
2				2	Operations Staff	75,600	75,600	75,600	2
3				3	Overtime	1,100	1,100	1,100	3
4				4	Costs & Benefits	43,900	43,900	43,900	4
5				5	Workers Comp	5,500	5,500	5,500	5
6				6	Health Care & Dental	21,800	21,800	21,800	6
7	-	-	-	7	TOTAL PERSONNEL SERVICES	199,600	199,600	199,600	7
8	1	1		8	TOTAL FULL-TIME EQUIVALENT (FTE)	2.5	2.5	2.5	8
				MATERIALS AND SERVICES					
9	-	-	-	9	Advertising & Notifications	1,406	1,406	1,406	9
10	146,747	22,956	48,164	10	Repairs and Maintenance	150,000	150,000	150,000	10
11	-	-	-	11	Fuel Purchased for resale				11
12	61,791	40,543	54,624	12	Utilities	55,164	55,164	55,164	12
13	-	-	-	13	Office Expense	12,758	12,758	12,758	13
14	-	-	-	14	Bank Services & Finance Fees				14
15	-		-	15	Travel & Training	100	100	100	15
16	682	2,961	25,200	16	Permit, Licenses, Taxes, Misc.	34,612	34,612	34,612	16
17	12,226	16,563	12,370	17	Insurance - Property, Liability & Bond	21,700	21,700	21,700	17
18	5,360	1,121	4,802	18	Professional Fees	38,660	38,660	38,660	18
19	226,806	84,144	145,160	19	TOTAL MATERIALS AND SERVICES	314,400	314,400	314,400	19
				CAPITAL OUTLAY					
20				20	Land Improvements				20
21				21	Buildings			-	21
22	-			22	Equipment & Vehicle/s			-	22
23	-	-	-	23	TOTAL CAPITAL OUTLAY	-	-	-	23
24	226,806	84,144	145,160	24	TOTAL DEPT. REQUIREMENTS	514,000	514,000	514,000	24

Schedule A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: FUEL DOCK

	Historical Data			DESCRIPTION	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2019/20	First Preceding Year 2020/21							
				PERSONNEL SERVICES					
1				1	Office Staff	51,700	51,700	51,700	1
2				2	Operations Staff	75,600	75,600	75,600	2
3				3	Overtime	1,100	1,100	1,100	3
4				4	Costs & Benefits	43,900	43,900	43,900	4
5				5	Workers Comp	5,500	5,500	5,500	5
6				6	Health Care & Dental	21,800	21,800	21,800	6
7	-	-	-	7	TOTAL PERSONNEL SERVICES	199,600	199,600	199,600	7
8	0	0	0	8	TOTAL FULL-TIME EQUIVALENT (FTE)	2.5	2.5	2.5	8
				MATERIALS AND SERVICES					
9			-	9	Advertising & Notifications	1,406	1,406	1,406	9
10	6,444	18,860	13,370	10	Repairs and Maintenance	30,000	30,000	30,000	10
11	689,074	449,504	805,000	11	Fuel Purchased for resale	924,000	924,000	924,000	11
12	4,699	2,326	3,655	12	Utilities	4,000	4,000	4,000	12
13	110	-	-	13	Office Expense	12,758	12,758	12,758	13
14	10,388	6,786	13,900	14	Bank Services & Finance Fees	16,344	16,344	16,344	14
15		-	-	15	Travel & Training	100	100	100	15
16	278	278	-	16	Permits, Licenses, Taxes, & Misc.				16
17	1,134	2,907	1,565	17	Insurance - Property, Liability & Bond	5,132	5,132	5,132	17
18	-	-	-	18	Professional Fees	38,660	38,660	38,660	18
19	712,127	480,661	837,490	19	TOTAL MATERIALS AND SERVICES	1,032,400	1,032,400	1,032,400	19
				CAPITAL OUTLAY					
20			-	20	Land Improvements				20
21	-	-	-	21	Buildings				- 21
22		11,261	-	22	Equipment & Vehicle/s				22
23	-	11,261	-	23	TOTAL CAPITAL OUTLAY	-	-	-	23
24	712,127	491,922	837,490	24	TOTAL DEPT. REQUIREMENTS	1,232,000	1,232,000	1,232,000	24

**REQUIREMENTS FOR: MARINA Including Moorage,
Storage, Marine Services, Grants & Property Ground Use**

	Historical Data			DESCRIPTION	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2019/20	First Preceding Year 2020/21							
				PERSONNEL SERVICES					
1	78,755	83,858	88,470	1	Port Manager	-			1
2	123,472	106,565	132,000	2	Office Staff	89,000	89,000	89,000	2
3				3	Hourly / RV Park Office Staff				3
4	232,635	240,560	250,000	4	Operations Staff	77,500	77,500	77,500	4
5	6,718	5,254	6,655	5	Overtime	3,800	3,800	3,800	5
6	154,405	155,824	165,310	6	Costs & Benefits	58,500	58,500	58,500	6
7	16,908	7,533	15,000	7	Workers Comp	5,500	5,500	5,500	7
8	82,135	83,756	99,500	8	Health Care & Dental	34,000	34,000	34,000	8
9	695,028	683,350	756,935	9	TOTAL PERSONNEL SERVICES	268,300	268,300	268,300	9
10	10.25	10.25	10	10	TOTAL FULL-TIME EQUIVALENT (FTE)	3.5	3.5	3.5	10
				MATERIALS AND SERVICES					
11	6,587	2,990	7,468	11	Advertising & Notifications	1,406	1,406	1,406	11
12	347,409	339,480	360,314	12	Repairs and Maintenance	400,490	400,490	400,490	12
13	-		-	13	Fuel Purchased for resale				13
14	144,485	149,362	160,000	14	Utilities	200,000	200,000	200,000	14
15	41,502	39,042	55,433	15	Office Expense	12,758	12,758	12,758	15
16	10,904	11,890	10,708	16	Bank Services & Finance Fees	13,828	13,828	13,828	16
17	9,535	1,086	7,500	17	Travel & Training	8,153	8,153	8,153	17
18	2,892	3,403	5,134	18	Permit, Licenses, Taxes, Misc.	9,083	9,083	9,083	18
19	80,917	80,025	80,016	19	Insurance - Property, Liability & Bond	92,962	92,962	92,962	19
20	81,770	89,066	112,159	20	Professional Fees	59,020	59,020	59,020	20
21	726,001	716,344	798,732	21	TOTAL MATERIALS AND SERVICES	797,700	797,700	797,700	21
				CAPITAL OUTLAY					
22		5,992	30,000	22	Land Improvements				22
23	29,724	-	-	23	Buildings				23
24		44,117	92,000	24	Equipment & Vehicle/s				24
27	29,724	50,109	122,000	27	TOTAL CAPITAL OUTLAY	-	-	-	27
28	1,450,753	1,449,803	1,677,667	28	TOTAL DEPT. REQUIREMENTS	1,066,000	1,066,000	1,066,000	28

Schedule B
Debt Service Fund Detailed Amortization Schedules

Creditor	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2022	Balance 7/1/2023
Umpqua Bank	7/15/2022	3,281	1,529	4,810	626,709	
RV Park Restroom/Laundry Facility & Upgra	8/15/2022	3,289	1,521	4,810		
	9/15/2022	3,297	1,513	4,810		
	10/15/2022	3,305	1,505	4,810		
	11/15/2022	3,313	1,497	4,810		
	12/15/2022	3,321	1,489	4,810		
	1/15/2023	3,329	1,481	4,810		
	2/15/2023	3,337	1,473	4,810		
	3/15/2023	3,345	1,465	4,810		
	4/15/2023	3,353	1,456	4,810		
	5/15/2023	3,362	1,448	4,810		
	6/15/2023	3,370	1,440	4,810		
RV Park Restroom/Laundry Facility & Upgrades Total		39,901	17,817	57,718		586,808

m2Lease	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2022	Balance 7/1/2023
50BFMII Travelift Lease	7/22/2022	4,330	329	4,659	122,164	
50BFMII Travelift Lease	8/22/2022	4,350	309	4,659		
	9/22/2022	4,370	289	4,659		
	10/22/2022	4,390	269	4,659		
	11/22/2022	4,410	249	4,659		
	12/22/2022	4,430	229	4,659		
	1/22/2023	4,451	208	4,659		
	2/22/2023	4,471	188	4,659		
	3/22/2023	4,492	167	4,659		
	4/22/2023	4,512	147	4,659		
	5/22/2023	4,533	126	4,659		
	6/22/2023	4,554	105	4,659		
	50BFMII Travelift Lease Total		53,293	2,615	55,908	

Schedule B
Debt Service Fund Detailed Amortization Schedules

Creditor	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2022	Balance 7/1/2023
Umpqua Bank Loan#747041620	7/15/2022	1,249	215	1,464	43,160	
2018 Genie Reach Forklift	8/15/2022	1,248	217	1,465		
	9/15/2022	1,255	210	1,465		
	10/15/2022	1,268	197	1,465		
	11/15/2022	1,268	197	1,465		
	12/15/2022	1,280	184	1,465		
	1/15/2023	1,281	184	1,465		
	2/15/2022	1,287	177	1,465		
	3/15/2023	1,311	154	1,465		
	4/15/2023	1,301	164	1,465		
	5/15/2023	1,313	152	1,465		
6/15/2023	1,314	150	1,465			
Loan for Forklift Total		15,374	2,202	17,576		27,786

	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2022 (Includes Deferred Interest)	Balance 7/1/2023 (Includes Deferred Interest)
IFA Business Oregon						
3rd Quarter	9/30/2022	77,500	-	77,500	3,848,444	
4th Quarter	12/31/2022	77,500	-	77,500		
1st Quarter	3/31/2023	77,500	-	77,500		
2nd Quarter	6/30/2023	77,500	-	77,500		
80% for Asset Sales		8,000	-	8,000		
IFA Total		318,000	-	318,000		3,530,444
TOTAL DEBT SERVICE		426,568	22,635	449,203	4,640,477	4,213,909

Creditor	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2022	Balance 7/1/2023
USDA Revenue Bond	11/6/2022	83,913	46,207	130,120	924,603	840,690
All Debt Totals		510,481	68,842	579,323	5,565,080	5,054,599

**Port of Brookings Harbor
Schedule C - Asset List**

Ending December 31, 2021

Description	Date	Life	Cost	Current Depr 2021	Total Depr	Net Book Value	Insured Value	Years Left
Machinery & Equip								
Eq# 1108 - 2017 Ford 3/4 Ton Truck (8)	2/8/2017	10	26,371	2,637	13,186	13,186	25,871	5
Eq# 1109 - 2019 Ford F-150 Truck (8)	8/5/2019	10	25,703	2,570	5,141	20,562	24,530	8
Eq# 1110 - 2007 Chevrolet CK2500 (8)	11/1/2019	10	4,800	480	960	3,840	4,800	8
Eq# 1111 - 2022 Ford Maverick Truck (8)	2/28/2022	10	19,893			19,893	19,893	10
Eq# 1112 - 2022 Ford Maverick Truck (8)	2/28/2022	10	19,893			19,893	19,893	10
Eq# 1117 - 2018 Chevy 1/2 Ton Truck	6/14/2018	10	20,053	2,005	4,679	15,374	20,000	8
Eq# 3701 2013 Doosan 5-Ton Forklift (10)	3/18/2013	10	25,422	2,542	20,979	4,449	25,422	2
Eq# 3705 Port Work Boat			15,000		0		10,000	
Eq# 3707 Ride-on Lawn Mower (10)	3/12/2010	10	7,599	780	8,612		7,500	0
Eq# 3710 Genie Reach Forklift	2/14/2018	25	143,227	5,729	22,916	120,311	145,000	21
Eq# 3711 - 2000 Work Golf Cart EZGO w/Rack	5/10/2019	10	2,500	250	396	2,104	2,500	8
Eq# 3712 - 1998 Work Golf Cart EZGO Enclosed Cab	5/10/2019	10	2,500	250	396	2,104	2,500	8
Eq# 3713 2019 Club Work Golf Cart Enclosed Cab	5/10/2019	10	11,736	1,174	1,858	9,878	11,740	8
Eq# 3714 - 2019 Utility Trailer	7/25/2019	10	4,600	460	652	3,948	4,600	9
Eq# 4605 50-Ton Travel Lift (25)	11/10/2016	25	343,750	13,750	68,750	275,000	324,000	20
Security Cameras	2/10/2022	10	80,000					10
Steel Wall Hoist Installed 2012			67,000		0	67,000	67,000	
Container-refrigerated 20'	12/17/2012	10	8,325	833	7,076	1,249		2
Transient Dock Pedestals	1/29/2013	10	7,980	798	6,717	1,263		2
Underground electrical	3/26/2013	40	18,070	452	3,727	14,343		32
Pump out station #1	6/23/2013	10	29,943	2,994	23,954	5,989	31,836	2
Pump out station #2	6/23/2013	10	29,943	2,994	23,954	5,989	31,836	2
Boat launch pay station/Kiosk	5/4/2015	10	15,055	1,508	7,528	7,528	15,977	5
Total Machinery & Equipment			929,363	42,184	221,475	613,902	794,898	
Computers		5	12,567					
Office Equipment & Furniture		10	220,215					
Tools		5	12,561					
Total Computers, Office Equip & Tools			245,343	0	0	0	18,400	
Total Machinery & Equipment & Tools			1,174,706	42,184	221,475	613,902	813,298	

Docks

Docks - Basin 1	2001	40	1,770,000	44,250	958,750	811,250	2,568,748	18
Basin 1 Improvements 2013 (FEMA 2011 Tsunami)	2013	40	591,790	14,795	115,892	475,898		32
Docks - Basin 1 Piling Project	2019	40	801,543	20,039	40,077	761,466		38
Basin 2 Docks & Gangway (FEMA 2011 Tsunami)	2013	40	2,889,325	72,233	632,073	2,257,252		31
Basin 2 Docks	1975	40	402,000		0		3,342,285	
Docks - Basin 2 Rebuild	2000	40	258,500	6,463	147,372	111,128		17
Transient Dock/Fuel Dock	1992	40	400,000	10,000	290,000	110,000	682,502	11

**Port of Brookings Harbor
Schedule C - Asset List**

Description	Date	Life	Cost	Current Depr 2021	Total Depr	Net Book Value	Insured Value	Years Left
Docks <i>continued</i>								
Boardwalk- Wood	1995	40	700,000	17,500	455,000	245,000	1,573,085	14
Boardwalk - Wood, Commercial Retail	1997	40	357,000	8,925	214,200	142,800		
Public Fishing Pier	2003	40	500,000	12,500	225,000	275,000	530,604	22
Board Walk - Concrete	2011	40	859,619	21,490	193,414	666,205	912,234	31
Pacific Seafood 'Old' Dock	2003	40	400,000	10,000	200,000	200,000	500,000	20
Hallmark Dock			750,000				750,000	
Receiving Dock Steel Wall	2012	40	2,166,313	54,208	433,662	1,734,651	2,070,927	32
Gangway - Crab Dock	2013	40	36,126	903	7,300	28,826	53,060	32
Seawall Improvements	2014	40	26,597	665	4,765	21,832		33
Fisherman's dock improve Basin 1 -Sport	2014	40	51,013	1,275	9,033	41,980		33
Boat Launch Ramps concrete	2018	40	361,274	9,032	36,127	325,147	493,521	36
Pacific Seafood Dock	2017	40	1,562,157	39,054	195,270	1,366,887	1,797,811	35
Total Docks			14,885,257	343,331	4,157,936	9,575,321	15,274,777	

Buildings

Fish Cleaning Station	1991	40	48,615	1,215	35,245	13,371	40,548	11
Building, Commercial Retail #1	1995	40	500,000	12,500	325,000	175,000	894,349	14
Building, Commercial Retail #2	1995	40	500,000	12,500	325,000	175,000	900,811	14
Comm. Bldg. - Leased to Pacific Ocean Harvesters	7/12/2011	40	207,340	5,184	41,468	165,872	293,221	32
Comm. Bldg. - Leased to Mountain View Cycles			140,454				140,454	
Port Shop			195,800				203,710	
Comm. Bldg - Leased to Blue Fin Realty			176,000				183,110	
Comm. Bldg - Leased to Catalyst			541,276				541,276	
Comm. Bldg - Leased to Boat Shop & More -Warehouse 16060 LHR			921,583				958,816	
Comm. Bldg - Leased to Oregon Homes Realty			50,000				50,000	
Port Office			158,000				162,302	
RV Park Office			60,000				60,000	
Improvements, Comm Retail	5/31/2014	40	17,941	449	3,177	14,764		33
Fish House Rehab	5/31/2014	40	18,383	460	3,217	15,166		33
OSMB Parking Lot-in service 2016	6/30/2016	40	508,630	12,716	76,295	432,336		34
OSMB Parking Lot	9/30/2015	40	15,132	378	2,270	12,862		34
OSMB Parking Lot	6/30/2016	40	2,057	51	309	1,748		34

Restrooms

Restroom - Retail	1972	40	120,000				148,794	
RV Park Main Restroom	1972	40	202,000				125,000	
Restroom - Basin 2	1972	40	32,000					
Restroom, RV Park Secondary	1972	40	70,350				17,805	
Restroom Kite Field	1978	40	13,755				117,045	
Restroom Improvements- Basin 2	1991	40	109,491	2,737	83,398	26,093	181,246	10
Restroom - Boat Launch	1992	40	100,000	2,500	72,500	27,500	86,056	11
Restroom Improvements- Basin 2	2006	40	10,594	265	3,973	6,621		25
Total Buildings			4,717,401	50,955	971,851	1,066,332	5,074,543	

**Port of Brookings Harbor
Schedule C - Asset List**

Description	Date	Life	Cost	Current Depr 2021	Total Depr	Net Book Value	Insured Value	Years Left
RV Park Infrastructure	1997	40	333,333	8,333	199,946	133,387		16
RV Park Renovation	2002	40	300,000	7,500	150,000	150,000		20
Campground Upgrade	6/1/2015	40	67,039	1,676	10,196	56,843		34
RV Park Upgrade	6/1/2015	40	49,246	1,231	7,490	41,756		34
RV Park Upgrade	6/30/2016	40		0	0	0		
RV Park Digitalway 48 Channel System	2015	10	28,000	2,800	16,800	11,200	28,000	4
RV Park Power Equipment System			100,000				100,000	
Total RV Park			877,618	21,540	384,432	393,186	128,000	
Land Net Value			2,537,448			2,537,448		
Total Equipment			929,363	42,184	221,475	613,902	794,898	
Total Docks			14,885,257	343,331	4,157,936	9,575,321	15,274,777	
Total Buildings			4,717,401	50,955	971,851	1,066,332	5,074,543	
Total RV Park			877,618	21,540	384,432	393,186	128,000	
Land Net Value			2,537,448			2,537,448	0	
TOTALS			23,947,087	458,010	5,735,693	14,186,189	21,272,218	

Regular Meeting Packet

**DRAFT MINUTES
BUDGET COMMITTEE MEETING OF THE BOARD OF COMMISSIONERS
PORT OF BROOKINGS HARBOR DISTRICT**

Tuesday, May 10, 2022

This is not an exact transcript. The audio of the session is available on the Port's website.

The Port of Brookings Harbor District met in a budget committee session on the above date at 10:00am. Open session at the Port Conference Room, 16350 Lower Harbor Road Suite 202, Harbor OR, 97415, teleconference and webinar.

1. CALL MEETING TO ORDER

Commission President Richard Heap called the Regular Meeting of the Port of Brookings Harbor of Commissioners to order at 10:00am.

- All participants stated the Pledge of Allegiance.
- **Budget Committee Members Present:**
Sharon Hartung Secretary/Treasurer (Pos. #2); Larry Jonas (Pos. #3); Richard Heap, President (Pos. #4); Kenneth Range (Pos. #5); Al Cornell (Pos. #6); Wayne King (Pos. #7); Richard Contestabile (Pos. #8); Sven Erik Rodne (Pos. #9); and Brett Hester (Pos. #10). Joseph Speir, Vice-President (Pos. #1) was absent.
- **Management and Staff:**
Gary Dehlinger, Port Manager; Travis Webster, Harbormaster; Kim Boom, Director of Finance and Accounting, Budget Officer; and Danielle King, Safety/Administrative.

2. VOTE FOR BUDGET COMMITTEE PRESIDENT – Audio Time 1:50

Hartung volunteered for the position.

A motion was made by Heap and seconded Jonas to approve Sharon Hartung for Budget Committee President. The motion passed 9-0.

3. RECEIVE BUDGET MESSAGE – Audio time 3:16

Dehlinger reviewed the budget message and budget process. There was a discussion regarding the assets of the Port and the debt payment.

4. PRESENTATION OF PROPOSED BUDGET FOR FISCAL YEAR 2022-2023 – Audio time 6:50

Dehlinger and Boom asked if there were any concerns or questions regarding the numbers on the budget.

5. BUDGET DISCUSSION BY BUDGET COMMITTEE AND PUBLIC COMMENTS – Audio time 7:20

There was a discussion among the committee and staff regarding the proposed utilities amount, the utilities used by customers, the process of the proposed budget numbers, and the debt and loans for the Port. It was suggested to make a simple flow chart for the loans and projects.

There were no public comments.

6. APPROVAL OF BUDGET – Audio time 18:35

A motion was made by Cornell and seconded by Contestabile to approve presentation of the proposed budget for fiscal year 2022-2023. The motion passed 9-0.

7. APPROVAL OF TAX RATE FOR THE PORT'S FY 2022-2023 TO SUBMIT TO ASSESSOR – Audio Time 19:49

A motion was made by Heap and seconded by Rodne to approve the Budget Committee to approve the tax rate of 0.1316 per \$1000.00 upon the assessed value of all taxable property within the district for the tax year 2022-2023 for operating purposes in the General Fund. The motion passed 9-0.

8. ADJOURNMENT – Audio time 20:53

Having no further business, the meeting adjourned at 10:20 pm.

Richard Heap, President

Date Signed

Sharon Hartung, Secretary/Treasurer

Date Signed

An audio recording was made of these proceedings. The recording and the full commission packet are available on the Ports website: www.portofbrookingsharbor.com.

**DRAFT MINUTES
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
PORT OF BROOKINGS HARBOR DISTRICT**

Wednesday, May 18, 2022

This is not an exact transcript. The audio of the session is available on the Port's website.

The Port of Brookings Harbor District met in regular session on the above date at 2:00pm. Open session at the Port Conference Room, 16350 Lower Harbor Road Suite 202, Harbor OR, 97415, teleconference and webinar.

1. CALL MEETING TO ORDER

Commission President Richard Heap called the Regular Meeting of the Port of Brookings Harbor of Commissioners to order at 2:00pm.

- All participants stated the Pledge of Allegiance.
- **Commissioners Present:**
Joseph Speir, Vice-President (Pos. #1); Sharon Hartung Secretary/Treasurer (Pos. #2) via telephone; Larry Jonas (Pos. #3); Richard Heap, President (Pos. #4). Kenneth Range (Pos. #5) was absent.
- **Management and Staff:**
Gary Dehlinger, Port Manager; Travis Webster, Harbormaster; Danielle King, Safety/Administrative; Jack Akin, Port Engineer; and James Walker, Port Counsel.
- There was no modifications or additions to the agenda.
- There was no declaration of potential conflicts of interest.

2. APPROVAL OF AGENDA – Audio time 2:17

A motion was made by Jonas and seconded by Speir to approve the agenda as written. The motion passed 4 – 0.

3. APPROVAL OF MEETING MINUTES – Audio time 2:45

- A. Approve Minutes of Special Commissioner Meeting Monday April 4, 2022.**
- B. Approve Minutes of Regular Commissioner Meeting Wednesday, April 20, 2022.**
- C. Approve Minutes of Special Commissioner Meeting Friday, May 6, 2022.**

A Motion was made by Jonas and seconded by Speir to approve Meeting Minutes for Monday April 4, Wednesday April 20, and Friday May 6. The motion passed 4 – 0.

4. PUBLIC COMMENTS – Audio time 4:02

There were no public comments.

5. MANAGEMENT REPORTS – Audio time 4:11

- A. Safety & Security Report – April 2022 - Audio time 4:12**
King reported on staff safety training, incidents, accidents, security issues, and upcoming events that happened for the month of April.
- B. Financial Report – April 2022 - Audio time 7:06**
Dehlinger reviewed the month ending report for April 2022, April's profit and loss, unusual revenues, unusual expenses, the unusual transfer amount for the RV Park Project, and the profit and loss verses budget.
- C. Harbormaster Report – April 2022 - Audio time 10:01**

Webster reported on projects that were completed in the RV Park, marina, and equipment services that were performed in the month of April.

D. Port Manager Report – April 2022 - Audio time 14:55

Dehlinger reported on the wastewater treatment plant, FEMA project budget for improvement and repairs, USDA Rural Development review for Civil Right Compliance

A motion was made by Jonas and seconded by Speir to approve the management reports Safety & Security Report, Financial Report, Harbormaster Report, and Port Manager Report for April 2022 as discussed. The motion passed 4 – 0.

6. ACTION ITEMS

A. Billeter Marine Small Construction Project Contract – Audio time 17:28

Dehlinger reviewed the item with the Board. Port Counsel has created a new contract format for the Port, which Dehlinger suggests using moving forward. There was a discussion regarding adding more pilings to the work contract but was suggested by staff to focus on this one piling and when the work does start to happen, we can look to adding a change order then but there are restrictions on adding to a contract. Port Counsel spoke regarding the contract.

A motion was made by Speir and seconded by Jonas to approve Billeter Marine Small Construction Project Contract to remove and replace the broken dock pile in Basin 2 O-Dock at finger 22. The motion passed 4 – 0.

B. Boat Yard Warehouse Engineering Report – Audio time 24:29

Dehlinger reviewed that Port Engineer, Jack Akin, has given his final recommendations on the building, with a second opinion from a structural engineer. The Board spoke with Port Counsel regarding the liability of the building. Board and Staff showed concern regarding the current tenants that are occupying the facility and a way to protect the travel lift from the elements.

A motion was made by Speir and seconded by Jonas to approve the Port Manager to immediately seek funding for a new boat yard building and provide the Board, the funding source, a plan for type of building and potential design, and location for Board approval. Time is of the essence due to the condition of the building. The motion passed 4 – 0.

C. Richard Cortez Delinquent Account Write Off Request – Audio time 45:52

Dehlinger reviewed the history of Mr. Cortez's account to the Board.

A motion was made by Jonas and seconded by Speir to approve delinquent account write off for \$1,145.69 from accounts receivable and submit Richard Cortez account amount of \$1,145.69 to the Port collection agency. The motion passed 4 – 0.

D. Charles Case Delinquent Account Write Off Request – Audio time 51:38

Dehlinger reviewed the history of Mr. Case's account to the Board.

A motion was made by Jonas and seconded by Speir to approve delinquent account write off for \$2,637.94 from accounts receivable and submit Charles Case account amount of \$2,637.94 to the Port collection agency. The motion passed 4 – 0.

E. Charter & Guide Boat Sign(s) – Audio time 53:12

Port Counsel discussed with the Board the finding between the lease agreement with Tidewinds and doesn't see any language in the lease that prohibits promoting competitors, but the addendum does prohibit the Port from renting real property or space in the retail area to competitors and doesn't believe that it's prohibiting the Port from promoting competitors on a sign. Dehlinger discussed the design and locations with the Board.

A motion was made by Heap and second by Jonas to approve sign concept #2 for the charter and guide sign to be built and installed at the Boat Launch Ramp, adjacent to the Port Office, and RV Park as discussed and allow the Port Manager to supplement the costs of these signs with Oregon Coast Visitors Association. The motion passed 4 – 0.

A motion was made by Heap and second by Jonas to direct the Port Manager to develop a policy document regarding the installation of the sign with integration of the agreement with the understanding the signs will be provided by the Port based on being whether a moorage holder or a non-moorage licensee. The motion passed 4 – 0.

7. INFORMATION ITEMS

A. April Stormwater Test Results and Tier 1 Report – Audio time 1:10:01
Dehlinger reviewed the test results from the second stormwater tests.

8. COMMISSIONER COMMENTS – Audio time 1:13:04

Commissioner Jonas thanked King for the minutes.

Commissioner Speir spoke with Webster regarding a vessel in the Port.

9. NEXT REGULAR MEETING DATE – Wednesday, June 15, 2022, at 2:00pm.

10. ADJOURNMENT – Audio time 1:16:02

Having no further business, the meeting adjourned at 3:15 pm.

Richard Heap, President

Date Signed

Sharon Hartung, Secretary/Treasurer

Date Signed

An audio recording was made of these proceedings. The recording and the full commission packet are available on the Ports website: www.portofbrookingsharbor.com.

SAFETY, SECURITY, AND ENVIRONMENTAL

MONTHLY REPORT

Date: June 15, 2022
Period: May 2022
To: Gary Dehlinger, Port Manager
Issued By: Danielle King, Safety, Security, & Environmental Coordinator

Safety

Port maintenance was briefed on defensive driving now that tourist's season is starting and were reminded of basic housekeeping rules.

Incidents

POBH recorded (5) incidents for the month of May bringing the year total to (46). Incidents included:

1. A single roof shingle and tar paper from the commercial basin restroom, women's side, had ripped off during a storm. The damaged area created a leak into the women's restroom. Maintenance was able to patch the roof and clean up the water.
2. One morning someone was drunk on the boardwalk and broke a bottle in the parking lot. They left the scene and started walking around the Port and into other businesses on Lower Harbor Road. The Sheriffs were called, the individual was arrested, and verbally trespassed.
3. The Coast Guard were contacted early in the morning by a person on a vessel in the Harbor that was seeking help, eventually the Curry County Sheriffs and ambulance arrived and took the person away. A few hours later Brookings PD dropped individual back off at the top of the ramp. The individual got back onto the vessel and started to throw things into the water and destroying the vessel. Port Staff went down to the boat, called the Sheriffs, and contacted vessel owner. Curry County Sheriffs arrested and trespassed the person, which happened to be the same person from incident number 2.
4. Needle was found by Port Staff in the kite field parking lot; needle was properly disposed of.
5. Due to a main water line breaking on 101, the water flow from the broken line went down the storm drain and flowed out of the 84' culvert in the boat yard and into the harbor.

Security

Four Aces Security Solutions and POBH recorded (141) security issues for the month of May bringing the year total to (481). Issues included:

- (79) Overnight parking tickets.
- (1) Vehicles missing or unable to read boat launch ticket.
- (1) Parking violations throughout the port.
- (3) Unhitched trailer.
- (2) Maintenance report.
- (55) Unauthorized visitors on Port Property after hours

Environmental / DEQ 1200-Z Industrial Stormwater

Monthly inspections were completed as required by our Stormwater Pollution Control Plan (SWPCP).

Upcoming Events

Due to weather over Memorial Day weekend Bigfoot Blues Festival canceled. Curry County Cruisers still had their Show N' Shine with 110 attending cars.

Brookings Bodacious Bazaar begins in June through September and will be on the 2nd and 4th Saturday of each month.

Brookings Harbor "Sky High 4th of July" will be held July 2 – July 3.

HARBORMASTER MONTHLY REPORT

Date: June 15, 2022
Period: May 2022
To: Gary Dehlinger, Port Manager
Issued By: Travis Webster, Harbormaster

RV Park

Beach gangways were installed, and toy bins put out by each ramp. Mowing and weed eating are done as often as possible. Small fence repairs continue, and cable ends are replaced as needed. Staff replaced 3 30-amp receptacles and 2 breakers on front row sites. 5R construction was out and filled potholes along the main drive through of the park. Some areas were dug out to make for a better fix.

Occupancy Percent by Month & Year

	2019	2020*	2021	2022	Change from 2021	Forecast**
January	10.3	7.5	19	17	(2)	
February	7.3	16	23	26	3	
March	16.8	16.4	39	29	(10)	
April	13.5	0	27.5	23	(4.5)	
May	26.4	5.7	43.1	31	(12.1)	
June	39.9	71.1	59.5			37
July	61.3	84.7	85			48
August	60.8	70	77			36
September	45.4	51	64			15
October	25.4	68	34			2
November	15.2	22	21			0
December	8.5	15	11			

Average 27.5 35.6 41.9

* April & most of May 2020 RV Park was closed due to COVID-19.

** Forecast – Park allows for guests to reserve 6 months in advance.

Marina

The “Gypsy Lee” was demoed and removed from port property. Now staff will begin cleaning up in that area to relocate and organize the docks in one area. During some high winds, the boat yard fence along lower harbor road start to fall over due to rotten post. Materials have been ordered and the fence will be rebuilt in early June. There were multiple minus tides during the month that resulted in docks being grounded and haul outs times adjusted or canceled because of heavy sand and silt.

Boat Launches Paid through Launch Machine

	2019	2020	2021	2022	Change from 2021
January	66	5	27	190	163
February	47	102	70	195	125
March	66	204	178	196	18
April	122	244	386	162	(244)
May	276	282	233	161	(72)
June	303	697	759		
July	794	1095	826		
August	875	768	716		
September	350	583	713		
October	518	713	518		
November	352	109	70		
December	53	40	60		
Totals	3,822	4,842	4,556	904	(10)

Equipment Services Performed by Port Staff

Telehandler Jobs

	2019	2020	2021	2022
January	4	2	0	8
February	1	6	3	2
March	6	4	6	5
April	7	10	5	7
May	6	3	7	6
June	3	0	3	
July	1	5	0	
August	3	4	1	
September	3	3	1	
October	10	6	5	
November	3	9	13	
December	15	5	3	
Totals	62	57	47	28

Travel Lift Haul-Outs

	2019	2020	2021	2022
January	2	1	0	2
February	2	5	1	6
March	4	5	6	6
April	7	5	6	7
May	13	9	5	8
June	16	15	12	
July	15	14	7	
August	8	4	7	
September	7	6	8	
October	9	8	4	
November	8	5	12	
December	5	1	0	
Totals	96	78	68	29

Commercial Receiving Dock

Pacific Seafood reported that one of their dock hoists is going through multiple bearings. The hoist is their responsibility. After review of new dock hoists, we have found that replacing the jib hoists will be problematic due to the conditions of the dock and the required engineering to secure them. Gary and I will continue to look at ways that hoists can be replaced and still meet safety standards.

Commercial Retail Building

Boat yard shop is being monitored weekly. No new problems have been reported. Slugs and stones reported that cars have been parking along the curb that separates port parking and the privately owned area that the gift shop is located. Staff will be painting the curb red for no parking and establish it as a fire lane.

Maintenance Crew

Maintenance completed 76 work orders throughout the port. Mowing and weed eating is being done weekly. All spaces for the new boat storage have been completed. Staff spent an entire day snaking and removing a pair of under garments that were flushed down the toilet. Roto Rooter was out to help. At the front office, staff replaced the floor, sink, toilet. Port received quotes to replace the commercial bathroom roof. Shingles are worn and many have ripped off in the wind causing the roof to leak. Edwards Roofing provided the lowest quote for the work.

FINANCIAL SUMMARY & MANAGER REPORT

Date: June 15, 2022

Period: Month End Report for May 2022

To: Honorable Board President and District Board Members

Issued by: Gary Dehlinger, Port Manager

May 2022 Financial Reports

Overview / Comments

Balance Sheet

End of the month unrestricted cash and equivalents totaled \$463,974. Restricted cash and equivalents totaled \$956,367 with Total Checking/Savings (cash) at \$1,492,772.

May Profit & Loss

	By Fund - Description	Revenue	Expenses	Net
1	General Fund	\$231,280	\$288,511	(\$57,231)
2	USDA Revenue Bond Fund	\$10,899	\$0	\$10,899
3	Debt Service Fund	\$32,004	\$6,124	\$25,880
4	RV Park Improvement Debt Service Fund	\$4,810	\$4,810	\$0
5	Capital Project Fund	\$0	\$11,765	(\$11,765)
6	Port Construction Fund	\$379	\$83,142	(\$82,762)
7	Reserve Fund	\$2,135	\$0	\$2,135
	May Totals	\$281,507	\$394,352	(\$112,844)

Total revenue from all funds was \$281,507. Total expense was \$394,352. The net income for May was (\$112,844).

May Revenue Centers		Expenses	Net	Debt Assigned for Payments	Debt Paid this Month
Marina	\$62,438	\$73,916	(\$11,479)	\$14,115	\$6,124
Beachfront RV Park	\$58,391	\$34,964	\$23,427	\$1,140	\$4,810
Commercial / Retail	\$44,042	\$33,437	\$10,605	\$21,421	\$0
Fuel Dock	\$63,466	\$95,849*	(\$32,382)	\$0	\$0
					\$10,934

* Fuel purchased for resale \$73,244.

Debt is listed under each revenue center which it occurred.

Unusual expenses this month include:

Amount	Company	Description
\$83,142	McLennan Excavation	Progress Payment #1 RV Park Remodel
\$8,700	Tidewater Contractors	Prep, grade and compact boat/trailer storage yard
\$7,382	EMC Engineering	Wastewater Plant and Warehouse Engineering
\$6,700	EMC Engineering	Wastewater Plant and Warehouse Engineering
\$2,962	Stadelman Electric	Electrical for Fish Cleaning Station
\$1,260	Tidewater Contractors	Concrete Blocks for RV Park Trash Enclosure

\$1,005	Tidewater Contractors	Grading Gear Storage Roads
\$486	Cascade Auto Recycling	Demolition of Vessel Gypsy Lee

Fiscal Year Profit & Loss vs. Budget Performance (July 1, 2021 thru June 30, 2022)

We have completed ten (11) months of the current fiscal year. The year is 91.6% complete.

➤ **Income**

Any number above 91.6% is ahead of budget.

Total Income 71.9% or **19.7% below budget.**

Port's overall income is below budgeted expectations. This is due to the FEMA Project funding approval delay.

General Fund Program Revenue is 94.5% or **2.9% ahead of budget.**

Port's general revenue centers are ahead of budgeted expectations.

➤ **Expenses**

Any number below 91.6% is ahead of budget.

Total Expense 53.4% or **38.2% below budgeted expectations.**

This is due to FEMA Project approval delay and no spending has occurred.

General Fund Expenditure is 87.2% or **4.4% ahead of budgeted expectations.**

Port's general fund expenditures is on track of budgeted expectations.

ATTACHMENTS

- Port Balance Sheet as of May 31, 2022, 2 pages
- Profit & Loss May 2022, 3 pages
- Profit & Loss May 2022 per Fund, 8 pages
- Profit & Loss Revenue Centers May 2022, 2 pages
- Profit & Loss Budget Performance, July 2021 thru May 2022, 4 pages
- May 2022 Check Register, 3 pages
- Vendor Summary for January through December 2022, 3 pages

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).

Managers Report

FEMA – Continue working with EMC to finalize construction drawings for Board approval. Completed a review and commented on EMC bid package. Port legal is now reviewing the bid package for procurement regulations.

FEMA continues to review the funding and drawing package from Jack Akin/EMC Engineers/Scientists. This package was submitted to FEMA April 14, 2022. Since then, FEMA has asked one question about dredging maintenance. Jack answered the question, and we are continuing to wait. Jack emailed FEMA the importance of moving the project forward on May 26, 2022. Jack's email is attached.

After further review trying to accomplish some work this summer, I have concluded that time is running out to get it done. Here is my updated preliminary FEMA schedule:

Dates		Description – FEMA Project
June 2022	July 2022	Receive FEMA Funding Approval
July 2022	August 2022	Receive Contract from OEM/FEMA
July 2022	August 2022	Board Approval – Construction Drawings & Bid Package (Boat Yard & Commercial Gear Storage Areas)
August 2022	September 2022	Board Approval – Construction Drawings & Bid Package (Basin 2 Slope Repair and RV Park Expansion)
August 2022	September 2022	Port Legal review of OEM/FEMA Contract & Board Approval
October 2022	November 2022	RFP #1 FEMA Project Storm Drain and Paving Boat Yard and Commercial Gear Areas
October 2022	November 2022	RFP #2 FEMA Project Basin 2 Slope Repair and RV Park Expansion
October 2022	November 2022	Select and Order Dredge Equipment
December 2022		Award #1 Contractor for Boat Yard & Commercial Gear Areas
December 2022		Award #2 Contractor for Basin 2 Slope Repair & RV Park Expansion
June 2023	September 2023	Boat Yard & Commercial Gear Storage Areas – Sediment Basin, Storm Drain and Paving Completed
September 30, 2023		DEQ Tier 2 Deadline
October 2023	March 2024	Dredging inner basins
October 2023	March 2024	Basin 2 Slope Repairs Completed
June 2024	September 2024	RV Park Expansion Completed

Note: this is a preliminary schedule, contractor scheduling and material deliveries could impact the dates.

Port Items

EMC was on site to inspect boat yard warehouse and finalize his report. We also looked under Hallmark and broken section of receiving dock next to Pacific Seafood to strategize a repair plan if and when funding becomes available.

Developed package for funding request from Business Oregon to build a new boat yard building(s). Package is currently under review with Business Oregon for possible loan or approval to seek private funding. The same package was sent to Umpqua Bank for their review.

The Port accomplished demolition and removal of the last abandon boat on Port property. This process started six years ago to clean up the boat yard and over that time the Port has demolished over 40 boats of various sizes and types.

Fiscal Year 2022-23 Budget Committee Meeting approved the proposed budget. Budget process will be completed in June.

Met with Marcus Hinz and Kristen Penner from Oregon Coast Visitors Association and Erick Garman from Trade Development Manager of Oregon Department of Agriculture regarding marketing for local commercial fishing produce and buying. The goal of Oregon Coast Visitors Association to increase the sales of locally caught and processed fish by 10%.

Received email from KP Pratt from DeFazio's Office inquiring if we have heard from EPA about the funding. We have not heard from EPA. KP will be checking with EPA, standby.

Had multiple meetings about 4th of July fireworks about traffic control from the fallout zone (RV Park exit road). Met with Dave from South Coast Fishermen Club to discuss the 4th of July traffic control. The Port will assist in the planning and setting up the barricades.

USACE paperwork to keep the crab dock on the river jetty was submitted and the process has begun. This process may take several months to complete.

Had a meeting with Patty Martin, Climate Scientist discussing a strategy for the Port on climate resiliency. Patty had a meeting with Marcus from Oregon Coast Visitors Association and Business Oregon on this strategy. She was looking to see if this Port would be interested. Basically, looking at emission reductions and electric plug-ins for electric vehicles or vessels.

Katherine Ambrose from DeFazio's Office staff in Washington DC stop by to see the Port. She wanted to know more about the Port's financial situation and its operations. We looked at Pacific Seafood dock and got to see the inside of the plant. Toured the future location of the wastewater treatment plant area, boat yard and RV Park.

Attend OPPA virtual meeting. This was going to be in-person meeting in Salem but was cancelled due to COVID. Legislators Gomberg (Coastal Caucus Chairmen) and Anderson spoke to the group. The state is handing out lots of money to the areas up north. Offshore wind farms are a big topic of discussion throughout the state. Revenue forecast for the state showing the biggest kicker ever at \$3 billion. Reviewed federal update on USACE projects and future projects. OPPA will be developing a subcommittee to address abandon derelict vessels.

Port of Brookings Harbor Balance Sheet

Cash Basis

May 31, 22

ASSETS

Current Assets

Checking/Savings

100 · UNRESTRICTED CASH & EQUIVALENTS

101 · GENERAL FUND CHECKING & LGIP

10103 · General Funds Ckg Umpqua 3634

115,759.35

10104 · RCU Business Ownership 0687

18.01

10105 · RCU Business Savings 0600

10.00

10106 · General Fund LGIP 6017

302,728.11

10107 · Dredging Fund LGIP 6254

32,717.93

Total 101 · GENERAL FUND CHECKING & LGIP

451,233.40

10101 · Petty Cash

464.01

10102 · COUNTER CASH

10102.1 · Office/Reception Cash Drawer

400.00

10102.2 · RV Park Cash Drawer

510.00

10102.3 · Fuel Dock Cash Drawer

800.00

Total 10102 · COUNTER CASH

1,710.00

100 · UNRESTRICTED CASH & EQUIVALENTS - Other

10,566.62

Total 100 · UNRESTRICTED CASH & EQUIVALENTS

463,974.03

110 · RESTRICTED CASH & EQUIVALENTS

104 · RESTRICTED MONEY MKT & CHECKING

20104 · USDA BOND Umpqua MM 9529

2,520.81

30104 · Debt Service Umpqua MM 8627

2,515.94

40104 · Capital Projects Umpqua 8018

2,500.00

Total 104 · RESTRICTED MONEY MKT & CHECKING

7,536.75

105 · RESTRICTED LGIP

20105 · USDA Bond Fund LGIP 6021

89,401.03

30105 · IFA Debt Service Fund LGIP 6020

72,215.76

50105 · Reserve Fund LGIP 6018

213,634.47

70105 · Capital Projects LGIP 6273

573,578.63

Total 70105 · Capital Projects LGIP 6273

573,578.63

Total 105 · RESTRICTED LGIP

948,829.89

Total 110 · RESTRICTED CASH & EQUIVALENTS

956,366.64

Total Checking/Savings

1,420,340.67

Accounts Receivable

120 · ACCOUNTS RECEIVABLE

-42,383.05

Total Accounts Receivable

-42,383.05

Other Current Assets

130 · DUE FROM TRANSFERS

40130 · Due From Capital Projects

94,159.09

Total 130 · DUE FROM TRANSFERS

94,159.09

150 · Undeposited Funds

20,655.16

Total Other Current Assets

114,814.25

Total Current Assets

1,492,771.87

TOTAL ASSETS

1,492,771.87

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Port of Brookings Harbor Balance Sheet

Cash Basis

	May 31, 22
Accounts Payable	
200 · ACCOUNTS PAYABLE	
10201 · General Fund Accounts Payable	-475.00
Total 200 · ACCOUNTS PAYABLE	-475.00
Total Accounts Payable	-475.00
Credit Cards	
106 · RCU VISA ACCT	810.28
106.1 · RCU Business Ownership 0687	18.01
106.2 · RCU Business Savings 0600	10.00
Total Credit Cards	838.29
Other Current Liabilities	
100222 · Payroll Liabilities	
10222 · HealthCare Premium - Dependent	-1,141.69
10224 · SEP IRA	454.87
Total 100222 · Payroll Liabilities	-686.82
10226 · Lodging Tax Payable	30,602.75
230 · DUE TO TRANSFERS	
40230 · Due To General Fund from CP	94,159.09
Total 230 · DUE TO TRANSFERS	94,159.09
Total Other Current Liabilities	124,075.02
Total Current Liabilities	124,438.31
Total Liabilities	124,438.31
Equity	
300 · Fund Balance	
301 · Unappropriated Balance	
10301 · General Fund Unappropriated Bal	532,465.33
20301 · Revenue Bond Unappropriate Bal	102,351.92
30301 · Debt Service Unappropriated Bal	22,758.51
40301 · Capital Project Unappropriated	40,430.77
50301 · Reserve Fund Unappropriated Bal	186,938.63
70301 · Port Const. Fund Unappropriated	569,448.67
Total 301 · Unappropriated Balance	1,454,393.83
302 · Appropriated Carryover	
10302 · General Fund Appropriated Carry	-532,465.33
20302 · Revenue Bond Appropriated Carry	-102,351.92
30302 · Debt Service Appropriated Carry	-22,758.51
40302 · Capital Proj Appropriated Carry	-40,430.77
50302 · Reserve Fund Appropriated Carry	-186,938.63
70302 · Port Const. Fund Appropriated	-569,448.67
Total 302 · Appropriated Carryover	-1,454,393.83
Total 300 · Fund Balance	0.00
Net Income	1,368,333.56
Total Equity	1,368,333.56
TOTAL LIABILITIES & EQUITY	1,492,771.87

**Port of Brookings Harbor
Profit & Loss**

Cash Basis

May 2022

	May 22
Income	
400 · REVENUES	
401 · GENERAL FUND REVENUES	
10412 · Property Tax Current	1,848.24
10413 · Property Tax Prior	358.68
10414 · Interest General Fund	212.15
10418 · Miscellaneous	524.18
Total 401 · GENERAL FUND REVENUES	2,943.25
402 · GENERAL FUND PROGRAM REVENUES	
10421 · MARINA	
10421.2 · MOORAGE	
10421.3 · Commercial Slip Rent	9,660.50
10421.4 · Recreational Slip Rent	42,044.66
10421.5 · Transient	722.70
10421.6 · Other Moorage	150.00
Total 10421.2 · MOORAGE	52,577.86
10422 · Boat Launch	940.00
10423 · STORAGE	
10423.1 · Gear Storage	3,247.64
10423.2 · Boat Storage	1,470.00
Total 10423 · STORAGE	4,717.64
10424 · ADMINISTRATIVE FEES	-163.97
10425 · MARINE SERVICES	
10425.1 · Travelift	2,184.00
10425.2 · 12 K Telehandler	1,254.00
10425.3 · Other Sales & Fees	33.00
10425.4 · Public Hoist	52.50
Total 10425 · MARINE SERVICES	3,523.50
10426 · PROPERTY GROUND EVENT USE	842.50
Total 10421 · MARINA	62,437.53
10427 · BEACHFRONT RV PARK	
10427.1 · Space Rental	54,923.98
10427.2 · Other Sales & Fees	3,467.05
Total 10427 · BEACHFRONT RV PARK	58,391.03
10428 · COMMERCIAL RETAIL	
10428.1 · Retail Property	28,723.44
10428.2 · Docks	13,425.50
10428.3 · CPI and Other Fees	1,893.33
Total 10428 · COMMERCIAL RETAIL	44,042.27
10429 · FUEL DOCK	63,466.30
Total 402 · GENERAL FUND PROGRAM REVENUES	228,337.13
420 · USDA REVENUE BOND FUND	
20414 · Interest Revenue Bond Fund	56.35
20419 · Transfer to USDA Bond Fund	10,843.00
Total 420 · USDA REVENUE BOND FUND	10,899.35
430 · DEBT SERVICE FUND REVENUE	
30414 · Interest Debt Service Fund	45.21
30419 · Transfer to Debt Service Fund	31,958.71
Total 430 · DEBT SERVICE FUND REVENUE	32,003.92
450 · RESERVE FUND REVENUE	
50414 · Interest Reserve Fund	135.08

**Port of Brookings Harbor
Profit & Loss**

Cash Basis

May 2022

	May 22
50419 · Transfer to Reserve Fund	2,000.00
Total 450 · RESERVE FUND REVENUE	2,135.08
460 · DEBT SERV. RV PARK IMPROV. FUND	
60419 · Transfer OR FFC 2020 Debt Serv.	4,809.87
Total 460 · DEBT SERV. RV PARK IMPROV. FUND	4,809.87
470 · PORT CONSTRUCTION FUND REVENUE	
70414 · Interest Port Construction Fund	379.50
Total 470 · PORT CONSTRUCTION FUND REVENUE	379.50
Total 400 · REVENUES	281,508.10
Total Income	281,508.10
Gross Profit	281,508.10
Expense	
600 · GENERAL FUND EXPENDITURES	
10900 · Operating Transfers Out General	49,611.58
500 · PERSONNEL SERVICES	
10502 · Office Staff	20,113.89
10504 · Operations Staff	20,024.32
10506 · Overtime	414.88
10508 · Payroll Taxes/Costs/Benefits	
10508.2 · Sick Leave Benefit	16.80
10508.3 · Vacation	3,508.82
10508.4 · Payroll Taxes	4,660.45
10508.5 · SEP Retirement	4,407.74
Total 10508 · Payroll Taxes/Costs/Benefits	12,593.81
10510 · Health Care and Dental	8,809.68
Total 500 · PERSONNEL SERVICES	61,956.58
601 · GENERAL FUND Material & Service	
10601 · ADVERTISING & NOTIFICATIONS	868.59
10602 · REPAIRS & MAINTENANCE	
10602.1 · Equip. Repair/Maintenance	1,534.49
10602.2 · Supplies	15,884.15
10602.3 · Services	17,228.96
Total 10602 · REPAIRS & MAINTENANCE	34,647.60
10603 · FUEL purchased for resale	73,244.44
10605 · UTILITIES	
10605.1 · Electric	9,445.90
10605.2 · RV Park Cable TV	595.08
10605.3 · Sanitary	3,969.21
10605.5 · Telecommunications	1,188.75
10605.6 · Waste Removal	4,750.54
10605.7 · Water	1,364.32
Total 10605 · UTILITIES	21,313.80
10606 · OFFICE EXPENSE	1,580.87
10607 · BANK SERVICE & FINANCE FEES	4,766.24
10608 · TRAINING & TRAVEL	11.38
10609 · PERMITS, LICENSES, TAXES & MISC	337.85
10610 · INSURANCE; PROP & CAS, BOND	10,328.58
10611 · PROFESSIONAL FEES	
10611.1 · Accounting/Auditing	1,000.00
10611.2 · Attorney	12,161.50
10611.3 · Engineering	12,820.00
10611.4 · Other Support/Consultant	3,862.23

**Port of Brookings Harbor
Profit & Loss**

Cash Basis

May 2022

	May 22
Total 10611 · PROFESSIONAL FEES	29,843.73
Total 601 · GENERAL FUND Material & Service	176,943.08
Total 600 · GENERAL FUND EXPENDITURES	288,511.24
630 · DEBT SERVICE FUND EXPENDITURES	
801 · Principal	
30803P · 50 BFMII Travelift Principal	4,260.70
30804P · 2018 Genie Forklift Principal	1,236.52
Total 801 · Principal	5,497.22
810 · Interest Payments	
30813I · 50 BFMII Travelift Interest	398.30
30814I · 2018 Genie Forklift Interest	228.19
Total 810 · Interest Payments	626.49
Total 630 · DEBT SERVICE FUND EXPENDITURES	6,123.71
640 · CAPT. PROJ. EXPENDITURES	
740 · CAPT. PROJ. CAPITAL OUTLAY	
40702 · Land Improvement - Capt Proj	
40702.1 · Engineering/Consultants	11,543.30
40702.2 · Supplies	222.00
Total 40702 · Land Improvement - Capt Proj	11,765.30
Total 740 · CAPT. PROJ. CAPITAL OUTLAY	11,765.30
Total 640 · CAPT. PROJ. EXPENDITURES	11,765.30
660 · DEBT SERV. RV PARK EXPENDITURES	
60806P · RV Park Improv. Loan Principal	3,264.74
60815I · RV Park Improv. Loan Interest	1,545.13
Total 660 · DEBT SERV. RV PARK EXPENDITURES	4,809.87
670 · PORT CONST FUND EXPENDITURES	
70100 · PORT CONST. CAPITAL OUTLAY	
70700 · Land Improvement - Port Const.	
70701.3 · Services	83,141.87
Total 70700 · Land Improvement - Port Const.	83,141.87
Total 70100 · PORT CONST. CAPITAL OUTLAY	83,141.87
Total 670 · PORT CONST FUND EXPENDITURES	83,141.87
Total Expense	394,351.99
Net Income	-112,843.89

Port of Brookings Harbor
Profit & Loss General Fund
May 2022

	May 22
Income	
400 · REVENUES	
401 · GENERAL FUND REVENUES	
10412 · Property Tax Current	1,848.24
10413 · Property Tax Prior	358.68
10414 · Interest General Fund	212.15
10418 · Miscellaneous	524.18
Total 401 · GENERAL FUND REVENUES	2,943.25
402 · GENERAL FUND PROGRAM REVENUES	
10421 · MARINA	
10421.2 · MOORAGE	
10421.3 · Commercial Slip Rent	9,660.50
10421.4 · Recreational Slip Rent	42,044.66
10421.5 · Transient	722.70
10421.6 · Other Moorage	150.00
Total 10421.2 · MOORAGE	52,577.86
10422 · Boat Launch	940.00
10423 · STORAGE	
10423.1 · Gear Storage	3,247.64
10423.2 · Boat Storage	1,470.00
Total 10423 · STORAGE	4,717.64
10424 · ADMINISTRATIVE FEES	-163.97
10425 · MARINE SERVICES	
10425.1 · Travelift	2,184.00
10425.2 · 12 K Telehandler	1,254.00
10425.3 · Other Sales & Fees	33.00
10425.4 · Public Hoist	52.50
Total 10425 · MARINE SERVICES	3,523.50
10426 · PROPERTY GROUND EVENT USE	842.50
Total 10421 · MARINA	62,437.53
10427 · BEACHFRONT RV PARK	
10427.1 · Space Rental	54,923.98
10427.2 · Other Sales & Fees	3,467.05
Total 10427 · BEACHFRONT RV PARK	58,391.03
10428 · COMMERCIAL RETAIL	
10428.1 · Retail Property	28,723.44
10428.2 · Docks	13,425.50
10428.3 · CPI and Other Fees	1,893.33
Total 10428 · COMMERCIAL RETAIL	44,042.27
10429 · FUEL DOCK	63,466.30
Total 402 · GENERAL FUND PROGRAM REVENUES	228,337.13
Total 400 · REVENUES	231,280.38
Total Income	231,280.38
Gross Profit	231,280.38
Expense	
600 · GENERAL FUND EXPENDITURES	
10900 · Operating Transfers Out General	49,611.58
500 · PERSONNEL SERVICES	
10502 · Office Staff	20,113.89
10504 · Operations Staff	20,024.32
10506 · Overtime	414.88
10508 · Payroll Taxes/Costs/Benefits	

Port of Brookings Harbor
Profit & Loss General Fund
May 2022

	May 22
10508.2 · Sick Leave Benefit	16.80
10508.3 · Vacation	3,508.82
10508.4 · Payroll Taxes	4,660.45
10508.5 · SEP Retirement	4,407.74
Total 10508 · Payroll Taxes/Costs/Benefits	12,593.81
10510 · Health Care and Dental	8,809.68
Total 500 · PERSONNEL SERVICES	61,956.58
601 · GENERAL FUND Material & Service	
10601 · ADVERTISING & NOTIFICATIONS	868.59
10602 · REPAIRS & MAINTENANCE	
10602.1 · Equip. Repair/Maintenance	1,534.49
10602.2 · Supplies	15,884.15
10602.3 · Services	17,228.96
Total 10602 · REPAIRS & MAINTENANCE	34,647.60
10603 · FUEL purchased for resale	73,244.44
10605 · UTILITIES	
10605.1 · Electric	9,445.90
10605.2 · RV Park Cable TV	595.08
10605.3 · Sanitary	3,969.21
10605.5 · Telecommunications	1,188.75
10605.6 · Waste Removal	4,750.54
10605.7 · Water	1,364.32
Total 10605 · UTILITIES	21,313.80
10606 · OFFICE EXPENSE	1,580.87
10607 · BANK SERVICE & FINANCE FEES	4,766.24
10608 · TRAINING & TRAVEL	11.38
10609 · PERMITS, LICENSES, TAXES & MISC	337.85
10610 · INSURANCE; PROP & CAS, BOND	10,328.58
10611 · PROFESSIONAL FEES	
10611.1 · Accounting/Auditing	1,000.00
10611.2 · Attorney	12,161.50
10611.3 · Engineering	12,820.00
10611.4 · Other Support/Consultant	3,862.23
Total 10611 · PROFESSIONAL FEES	29,843.73
Total 601 · GENERAL FUND Material & Service	176,943.08
Total 600 · GENERAL FUND EXPENDITURES	288,511.24
Total Expense	288,511.24
Net Income	-57,230.86

7:14 AM
06/07/22
Cash Basis

Port of Brookings Harbor
Profit & Loss USDA Revenue Bond Fund
May 2022

	<u>May 22</u>
Income	
400 · REVENUES	
420 · USDA REVENUE BOND FUND	
20414 · Interest Revenue Bond Fund	56.35
20419 · Transfer to USDA Bond Fund	10,843.00
	<hr/>
Total 420 · USDA REVENUE BOND FUND	10,899.35
	<hr/>
Total 400 · REVENUES	10,899.35
	<hr/>
Total Income	10,899.35
	<hr/>
Gross Profit	10,899.35
	<hr/>
Expense	0.00
	<hr/>
Net Income	10,899.35
	<hr/> <hr/>

Port of Brookings Harbor
Profit & Loss Debt Service Fund
May 2022

	<u>May 22</u>
Income	
400 · REVENUES	
430 · DEBT SERVICE FUND REVENUE	
30414 · Interest Debt Service Fund	45.21
30419 · Transfer to Debt Service Fund	31,958.71
Total 430 · DEBT SERVICE FUND REVENUE	<u>32,003.92</u>
Total 400 · REVENUES	<u>32,003.92</u>
Total Income	<u>32,003.92</u>
Gross Profit	32,003.92
Expense	
630 · DEBT SERVICE FUND EXPENDITURES	
801 · Principal	
30803P · 50 BFMII Travelift Principal	4,260.70
30804P · 2018 Genie Forklift Principal	1,236.52
Total 801 · Principal	<u>5,497.22</u>
810 · Interest Payments	
30813I · 50 BFMII Travelift Interest	398.30
30814I · 2018 Genie Forklift Interest	228.19
Total 810 · Interest Payments	<u>626.49</u>
Total 630 · DEBT SERVICE FUND EXPENDITURES	<u>6,123.71</u>
Total Expense	<u>6,123.71</u>
Net Income	<u><u>25,880.21</u></u>

7:15 AM
06/07/22
Cash Basis

Port of Brookings Harbor
Profit & Loss Debt Service RV Park Fund
May 2022

	<u>May 22</u>
Income	
400 · REVENUES	
460 · DEBT SERV. RV PARK IMPROV. FUND	
60419 · Transfer OR FFC 2020 Debt Serv.	4,809.87
Total 460 · DEBT SERV. RV PARK IMPROV. FUND	<u>4,809.87</u>
Total 400 · REVENUES	<u>4,809.87</u>
Total Income	<u>4,809.87</u>
Gross Profit	4,809.87
Expense	
660 · DEBT SERV. RV PARK EXPENDITURES	
60806P · RV Park Improv. Loan Principal	3,264.74
60815I · RV Park Improv. Loan Interest	1,545.13
Total 660 · DEBT SERV. RV PARK EXPENDITURES	<u>4,809.87</u>
Total Expense	<u>4,809.87</u>
Net Income	<u><u>0.00</u></u>

7:17 AM
06/07/22
Cash Basis

Port of Brookings Harbor
Profit & Loss Capital Projects Fund
May 2022

	<u>May 22</u>
Expense	
640 · CAPT. PROJ. EXPENDITURES	
740 · CAPT. PROJ. CAPITAL OUTLAY	
40702 · Land Improvement - Capt Proj	
40702.1 · Engineering/Consultants	11,543.30
40702.2 · Supplies	<u>222.00</u>
Total 40702 · Land Improvement - Capt Proj	<u>11,765.30</u>
Total 740 · CAPT. PROJ. CAPITAL OUTLAY	<u>11,765.30</u>
Total 640 · CAPT. PROJ. EXPENDITURES	<u>11,765.30</u>
Total Expense	<u>11,765.30</u>
Net Income	<u><u>-11,765.30</u></u>

Port of Brookings Harbor
Profit & Loss Port Construction Fund
May 2022

	<u>May 22</u>
Income	
400 · REVENUES	
470 · PORT CONSTRUCTION FUND REVENUE	
70414 · Interest Port Construction Fund	379.50
Total 470 · PORT CONSTRUCTION FUND REVENUE	<u>379.50</u>
Total 400 · REVENUES	<u>379.50</u>
Total Income	<u>379.50</u>
Gross Profit	379.50
Expense	
670 · PORT CONST FUND EXPENDITURES	
70100 · PORT CONST. CAPITAL OUTLAY	
70700 · Land Improvement - Port Const.	
70701.3 · Services	83,141.87
Total 70700 · Land Improvement - Port Const.	<u>83,141.87</u>
Total 70100 · PORT CONST. CAPITAL OUTLAY	<u>83,141.87</u>
Total 670 · PORT CONST FUND EXPENDITURES	<u>83,141.87</u>
Total Expense	<u>83,141.87</u>
Net Income	<u><u>-82,762.37</u></u>

7:15 AM
06/07/22
Cash Basis

Port of Brookings Harbor
Profit & Loss Reserve Fund
May 2022

	<u>May 22</u>
Income	
400 · REVENUES	
450 · RESERVE FUND REVENUE	
50414 · Interest Reserve Fund	135.08
50419 · Transfer to Reserve Fund	<u>2,000.00</u>
Total 450 · RESERVE FUND REVENUE	<u>2,135.08</u>
Total 400 · REVENUES	<u>2,135.08</u>
Total Income	<u>2,135.08</u>
Gross Profit	2,135.08
Expense	<u>0.00</u>
Net Income	<u><u>2,135.08</u></u>

Profit & Loss

May 2022

06/07/22

Cash Basis

	BEACHFRONT RV PARK (GENERAL FUND)	COMMERCIAL RETAIL (GENERAL FUND)	FUEL DOCK (GENERAL FUND)	MAP GRANT (MARINA)	MARINA - Other (MARINA)	Total MARINA (GENERAL FUND)	GENERAL FUND - Other (GENERAL FUND)	Total GENERAL FUND	TOTAL
Income									
400 - REVENUES									
401 - GENERAL FUND REVENUES									
10412 - Property Tax Current	0.00	0.00	0.00	0.00	0.00	0.00	1,848.24	1,848.24	1,848.24
10413 - Property Tax Prior	0.00	0.00	0.00	0.00	0.00	0.00	358.68	358.68	358.68
10414 - Interest, General Fund	0.00	0.00	0.00	0.00	0.00	0.00	212.15	212.15	212.15
10415 - Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	524.18	524.18	524.18
Total 401 - GENERAL FUND REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	2,943.25	2,943.25	2,943.25
402 - GENERAL FUND PROGRAM REVENUES									
10421 - MARINA									
10421.2 - MOORAGE									
10421.3 - Commercial Slip Rent	0.00	0.00	0.00	0.00	9,660.50	9,660.50	0.00	9,660.50	9,660.50
10421.4 - Recreational Slip Rent	0.00	0.00	0.00	0.00	42,044.55	42,044.55	0.00	42,044.55	42,044.55
10421.5 - Transit	0.00	0.00	0.00	0.00	722.70	722.70	0.00	722.70	722.70
10421.6 - Other Moorage	0.00	0.00	0.00	0.00	150.00	150.00	0.00	150.00	150.00
Total 10421.2 - MOORAGE	0.00	0.00	0.00	0.00	52,577.88	52,577.88	0.00	52,577.88	52,577.88
10422 - Boat Launch									
10422 - Boat Launch	0.00	0.00	0.00	0.00	840.00	840.00	0.00	840.00	840.00
10423 - STORAGE									
10423.1 - Gear Storage	0.00	0.00	0.00	0.00	3,247.64	3,247.64	0.00	3,247.64	3,247.64
10423.2 - Boat Storage	0.00	0.00	0.00	0.00	1,470.00	1,470.00	0.00	1,470.00	1,470.00
Total 10423 - STORAGE	0.00	0.00	0.00	0.00	4,717.64	4,717.64	0.00	4,717.64	4,717.64
10424 - ADMINISTRATIVE FEES									
10426 - MARINE SERVICES									
10426.1 - Travel/In	0.00	0.00	0.00	0.00	2,184.00	2,184.00	0.00	2,184.00	2,184.00
10426.2 - 12 K Telschandler	0.00	0.00	0.00	0.00	1,254.00	1,254.00	0.00	1,254.00	1,254.00
10426.3 - Other Sales & Fees	0.00	0.00	0.00	0.00	33.00	33.00	0.00	33.00	33.00
10426.4 - Public Host	0.00	0.00	0.00	0.00	52.50	52.50	0.00	52.50	52.50
Total 10426 - MARINE SERVICES	0.00	0.00	0.00	0.00	3,523.50	3,523.50	0.00	3,523.50	3,523.50
10428 - PROPERTY GROUND EVENT USE									
10428 - PROPERTY GROUND EVENT USE	0.00	0.00	0.00	0.00	842.50	842.50	0.00	842.50	842.50
Total 10421 - MARINA	0.00	0.00	0.00	0.00	62,437.53	62,437.53	0.00	62,437.53	62,437.53
10427 - BEACHFRONT RV PARK									
10427.1 - Space Rental	54,823.98	0.00	0.00	0.00	0.00	0.00	0.00	54,823.98	54,823.98
10427.2 - Other Sales & Fees	3,467.05	0.00	0.00	0.00	0.00	0.00	0.00	3,467.05	3,467.05
Total 10427 - BEACHFRONT RV PARK	58,291.03	0.00	0.00	0.00	0.00	0.00	0.00	58,291.03	58,291.03
10428 - COMMERCIAL RETAIL									
10428.1 - Retail Property	0.00	28,723.44	0.00	0.00	0.00	0.00	0.00	28,723.44	28,723.44
10428.2 - Docks	0.00	13,425.80	0.00	0.00	0.00	0.00	0.00	13,425.80	13,425.80
10428.3 - GPI and Other Fees	0.00	1,889.33	0.00	0.00	0.00	0.00	0.00	1,889.33	1,889.33
Total 10428 - COMMERCIAL RETAIL	0.00	44,042.27	0.00	0.00	0.00	0.00	0.00	44,042.27	44,042.27
10429 - FUEL DOCK									
10429 - FUEL DOCK	0.00	0.00	63,468.30	0.00	0.00	0.00	0.00	63,468.30	63,468.30
Total 402 - GENERAL FUND PROGRAM REVEN...	58,291.03	44,042.27	63,468.30	0.00	62,437.53	62,437.53	0.00	228,239.13	228,239.13
Total 400 - REVENUES	58,291.03	44,042.27	63,468.30	0.00	62,437.53	62,437.53	2,943.25	231,280.36	231,280.36
Total Income	58,291.03	44,042.27	63,468.30	0.00	62,437.53	62,437.53	2,943.25	231,280.36	231,280.36
Gross Profit	58,291.03	44,042.27	63,468.30	0.00	62,437.53	62,437.53	2,943.25	231,280.36	231,280.36
Expense									
800 - GENERAL FUND EXPENDITURES									
10600 - Operating Transfers Out General									
800 - PERSONNEL SERVICES									
10602 - Office Staff	6,594.70	3,593.42	3,593.42	0.00	6,258.35	6,258.35	0.00	20,113.89	20,113.89
10604 - Operations Staff	3,183.51	5,613.18	5,613.18	0.00	5,614.44	5,614.44	0.00	20,024.32	20,024.32
10606 - Overtime	206.68	59.49	59.49	0.00	89.24	89.24	0.00	414.88	414.88
10608 - Payroll Taxes/Costs/Benefits	0.00	0.00	0.00	0.00	16.80	16.80	0.00	16.80	16.80
10608.2 - Sick Leave Benefit	0.00	0.00	0.00	0.00	16.80	16.80	0.00	16.80	16.80
10608.3 - Vacation	244.80	785.18	785.18	0.00	1,893.85	1,893.85	0.00	3,506.82	3,506.82
10608.4 - Payroll Taxes	1,690.45	1,057.97	1,057.97	0.00	1,454.06	1,454.06	0.00	4,660.45	4,660.45
10608.5 - SEP Retirement	1,032.95	1,003.61	1,003.61	0.00	1,367.17	1,367.17	0.00	4,407.74	4,407.74
Total 10608 - Payroll Taxes/Costs/Benefits	2,368.20	2,846.69	2,846.69	0.00	4,531.68	4,531.68	0.00	12,593.81	12,593.81
10610 - Health Care and Dental	2,402.64	1,801.98	1,801.98	0.00	2,803.08	2,803.08	0.00	8,609.68	8,609.68
Total 800 - PERSONNEL SERVICES	14,655.71	13,902.03	13,902.05	0.00	19,298.79	19,298.79	0.00	61,856.58	61,856.58
801 - GENERAL FUND Material & Service									
10601 - ADVERTISING & NOTIFICATIONS									
10602 - REPAIRS & MAINTENANCE									
10602.1 - Equip. Repair/Maintenance	0.00	0.00	0.00	0.00	1,534.49	1,534.49	0.00	1,534.49	1,534.49
10602.2 - Supplies	3,803.83	1,023.13	1,010.18	733.15	8,413.89	9,147.01	0.00	15,884.15	15,884.15
10602.3 - Services	1,012.00	1,447.00	80.00	0.00	14,679.98	14,679.98	0.00	17,228.86	17,228.86
Total 10602 - REPAIRS & MAINTENANCE	4,815.83	2,470.13	2,000.18	733.15	24,628.31	25,361.46	0.00	34,647.60	34,647.60
10603 - FUEL purchased for resale									
10605 - UTILITIES									
10605.1 - Electric	1,761.30	899.52	88.35	0.00	6,676.73	6,676.73	0.00	8,445.90	8,445.90
10605.2 - RV Park Cable TV	595.08	0.00	0.00	0.00	0.00	0.00	0.00	595.08	595.08
10605.3 - Sanitary	970.79	1,424.79	53.14	0.00	1,540.49	1,540.49	0.00	3,969.21	3,969.21
10605.4 - Telecommunications	176.99	0.00	35.56	0.00	971.23	971.23	0.00	1,158.75	1,158.75
10605.6 - Waste Removal	1,890.34	0.00	0.00	0.00	2,890.20	2,890.20	0.00	4,750.54	4,750.54
10605.7 - Water	202.54	275.80	0.00	0.00	885.86	885.86	0.00	1,364.32	1,364.32
Total 10605 - UTILITIES	5,619.04	2,600.11	150.05	0.00	12,954.80	12,954.80	0.00	21,313.80	21,313.80
10605 - OFFICE EXPENSE	481.38	256.75	258.76	0.00	581.87	581.87	0.00	1,580.67	1,580.67
10607 - BANK SERVICE & FINANCE FEES	2,426.51	0.00	1,005.60	0.00	1,334.83	1,334.83	0.00	4,766.24	4,766.24

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Port of Brookings Harbor

Profit & Loss

May 2022

	BEACHFRONT RV PARK (GENERAL FUND)	COMMERCIAL RETAIL (GENERAL FUND)	FUEL DOCK (GENERAL FUND)	MAP GRANT (MARINA)	MARINA - Other (MARINA)	Total MARINA (GENERAL FUND)	GENERAL FUND - Other (GENERAL FUND)	Total GENERAL FUND	TOTAL
10808 - TRAINING & TRAVEL	2.85	2.83	2.85	0.00	2.85	2.85	0.00	11.38	11.38
10809 - PERMITS, LICENSES, TAXES & MISC	0.00	0.00	278.00	0.00	59.85	59.85	0.00	337.85	337.85
10810 - INSURANCE; PROP & CAS; BOND	876.83	1,982.59	158.17	0.00	7,310.89	7,310.99	0.00	10,328.58	10,328.58
10511 - PROFESSIONAL FEES									
10511.1 - Accounting/Auditing	250.00	250.00	250.00	0.00	250.00	250.00	0.00	1,000.00	1,000.00
10511.2 - Attorney	2,825.87	2,825.87	2,825.87	0.00	3,883.89	3,883.89	0.00	12,161.52	12,161.52
10511.3 - Engineering	1,875.00	7,795.00	1,875.00	0.00	1,875.00	1,875.00	0.00	12,820.00	12,820.00
10511.4 - Other Support/Consultant	412.83	1,301.43	38.93	0.00	2,108.94	2,108.94	0.00	3,862.23	3,862.23
Total 10811 - PROFESSIONAL FEES	5,163.80	12,172.30	4,789.80	0.00	7,717.83	7,717.83	0.00	28,843.73	28,843.73
Total 501 - GENERAL FUND Material & Service	20,108.62	19,835.14	61,846.55	733.15	54,619.62	55,352.77	0.00	178,943.08	178,943.08
Total 600 - GENERAL FUND EXPENDITURES	34,894.33	33,437.17	85,848.50	733.15	73,918.41	74,649.56	49,811.58	288,511.24	288,511.24
Total Expense	34,894.33	33,437.17	85,848.50	733.15	73,918.41	74,649.56	49,811.58	288,511.24	288,511.24
Net Income	23,426.70	10,805.10	-32,382.30	-733.15	-11,478.88	-12,212.03	-46,658.33	-67,230.88	-67,230.88

**Port of Brookings Harbor
Profit & Loss Budget Performance
July 2021 through May 2022**

Cash Basis

	Jul '21 - May 22	Budget	% of Budget
Income			
400 · REVENUES			
401 · GENERAL FUND REVENUES			
10411 · Cash Carry Over	532,465.33	532,000.00	100.1%
10412 · Property Tax Current	251,930.14	260,000.00	96.9%
10413 · Property Tax Prior	9,641.93	9,000.00	107.1%
10414 · Interest General Fund	2,021.70	2,000.00	101.1%
10415 · Loans - General Fund	0.00	0.00	0.0%
10417 · Assets Sales	18,520.00	20,000.00	92.6%
10418 · Miscellaneous	98,177.66	51,720.00	189.8%
10420 · Grants & Other Funding - GF	10,000.00	20,000.00	50.0%
Total 401 · GENERAL FUND REVENUES	922,756.76	894,720.00	103.1%
402 · GENERAL FUND PROGRAM REVENUES			
10421 · MARINA			
10421.2 · MOORAGE			
10421.3 · Commercial Slip Rent	139,321.09		
10421.4 · Recreational Slip Rent	333,550.31		
10421.5 · Transient	12,232.94	0.00	100.0%
10421.6 · Other Moorage	8,475.00		
10421.2 · MOORAGE - Other	0.00	735,000.00	0.0%
Total 10421.2 · MOORAGE	493,579.34	735,000.00	67.2%
10422 · Boat Launch	25,458.10		
10423 · STORAGE			
10423.1 · Gear Storage	58,946.98		
10423.2 · Boat Storage	25,823.24		
Total 10423 · STORAGE	84,770.22		
10424 · ADMINISTRATIVE FEES	8,188.29	0.00	100.0%
10425 · MARINE SERVICES			
10425.1 · Travelift	28,101.00	0.00	100.0%
10425.2 · 12 K Telehandler	10,723.40	0.00	100.0%
10425.3 · Other Sales & Fees	23,735.33		
10425.4 · Public Hoist	5,389.00		
10425 · MARINE SERVICES - Other	0.00	0.00	0.0%
Total 10425 · MARINE SERVICES	67,948.73	0.00	100.0%
10426 · PROPERTY GROUND EVENT USE	4,698.50		
Total 10421 · MARINA	684,643.18	735,000.00	93.1%
10427 · BEACHFRONT RV PARK			
10427.1 · Space Rental	680,198.15	800,000.00	85.0%
10427.2 · Other Sales & Fees	41,158.37	0.00	100.0%
Total 10427 · BEACHFRONT RV PARK	721,356.52	800,000.00	90.2%
10428 · COMMERCIAL RETAIL			
10428.1 · Retail Property	313,784.81	0.00	100.0%
10428.2 · Docks	168,949.48	0.00	100.0%
10428.3 · CPI and Other Fees	35,592.30	0.00	100.0%
10428 · COMMERCIAL RETAIL - Other	0.00	590,280.00	0.0%
Total 10428 · COMMERCIAL RETAIL	518,326.59	590,280.00	87.8%
10429 · FUEL DOCK	888,429.85	850,000.00	104.5%
Total 402 · GENERAL FUND PROGRAM REVENUES	2,812,756.14	2,975,280.00	94.5%
420 · USDA REVENUE BOND FUND			
20411 · Cash Carry Over - USDA Revenue	102,351.92	102,380.00	100.0%
20414 · Interest Revenue Bond Fund	416.92	500.00	83.4%
20419 · Transfer to USDA Bond Fund	119,273.00	130,120.00	91.7%
Total 420 · USDA REVENUE BOND FUND	222,041.84	233,000.00	95.3%

**Port of Brookings Harbor
Profit & Loss Budget Performance
July 2021 through May 2022**

Cash Basis

	Jul '21 - May 22	Budget	% of Budget
430 · DEBT SERVICE FUND REVENUE			
30411 · Cash Carry Over - Debt Service	22,758.51	27,420.00	83.0%
30414 · Interest Debt Service Fund	288.19	450.00	64.0%
30419 · Transfer to Debt Service Fund	366,361.81	423,485.00	86.5%
Total 430 · DEBT SERVICE FUND REVENUE	389,408.51	451,355.00	86.3%
440 · CAPITAL PROJECTS FUND REVENUE			
40411 · Cash Carry Over - Capt Proj	40,430.77	40,000.00	101.1%
40416 · Government Funding			
40416.2 · FEMA Funding	0.00	0.00	0.0%
40416.3 · State Lottery Funding	0.00	0.00	0.0%
40416 · Government Funding - Other	0.00	1,860,000.00	0.0%
Total 40416 · Government Funding	0.00	1,860,000.00	0.0%
40419 · Transfer to Capital Project	0.00	0.00	0.0%
Total 440 · CAPITAL PROJECTS FUND REVENUE	40,430.77	1,900,000.00	2.1%
450 · RESERVE FUND REVENUE			
50411 · Cash Carry Over - Reserve Fund	186,938.63	186,575.00	100.2%
50414 · Interest Reserve Fund	991.84	1,200.00	82.7%
50419 · Transfer to Reserve Fund	25,704.00	34,000.00	75.6%
Total 450 · RESERVE FUND REVENUE	213,634.47	221,775.00	96.3%
460 · DEBT SERV. RV PARK IMPROV. FUND			
60411 · Cash Carry Over - OR FFC 2020	0.00	0.00	0.0%
60419 · Transfer OR FFC 2020 Debt Serv.	52,908.57	57,718.00	91.7%
Total 460 · DEBT SERV. RV PARK IMPROV. FUND	52,908.57	57,718.00	91.7%
470 · PORT CONSTRUCTION FUND REVENUE			
70411 · Cash Carry Over - Port Const.	569,448.67	575,000.00	99.0%
70414 · Interest Port Construction Fund	2,834.23	2,000.00	141.7%
70419 · Transfers to Port Const. Fund	100,000.00	100,000.00	100.0%
Total 470 · PORT CONSTRUCTION FUND REVENUE	672,282.90	677,000.00	99.3%
Total 400 · REVENUES	5,326,219.96	7,410,848.00	71.9%
Total Income	5,326,219.96	7,410,848.00	71.9%
Gross Profit	5,326,219.96	7,410,848.00	71.9%
Expense			
600 · GENERAL FUND EXPENDITURES			
10900 · Operating Transfers Out General	664,247.38	745,323.00	89.1%
500 · PERSONNEL SERVICES			
10502 · Office Staff	231,487.01	279,270.00	82.9%
10504 · Operations Staff	213,653.33	250,000.00	85.5%
10506 · Overtime	5,091.88	7,255.00	70.2%
10508 · Payroll Taxes/Costs/Benefits			
10508.1 · Paid Holidays	13,108.32	0.00	100.0%
10508.2 · Sick Leave Benefit	7,771.69	0.00	100.0%
10508.3 · Vacation	34,562.68	0.00	100.0%
10508.4 · Payroll Taxes	50,555.61	0.00	100.0%
10508.5 · SEP Retirement	43,807.35	0.00	100.0%
10508 · Payroll Taxes/Costs/Benefits - Other	0.00	165,775.00	0.0%
Total 10508 · Payroll Taxes/Costs/Benefits	149,805.65	165,775.00	90.4%
10510 · Health Care and Dental	93,034.80	99,500.00	93.5%
10512 · Workers Compensation	14,548.35	15,000.00	97.0%
Total 500 · PERSONNEL SERVICES	707,621.02	816,800.00	86.6%
601 · GENERAL FUND Material & Service			
10601 · ADVERTISING & NOTIFICATIONS	4,953.37	8,680.00	57.1%
10602 · REPAIRS & MAINTENANCE			

Port of Brookings Harbor
Profit & Loss Budget Performance
July 2021 through May 2022

Cash Basis

	Jul '21 - May 22	Budget	% of Budget
10602.1 · Equip. Repair/Maintenance	25,594.59	0.00	100.0%
10602.2 · Supplies	167,583.86	0.00	100.0%
10602.3 · Services	111,246.44	0.00	100.0%
10602 · REPAIRS & MAINTENANCE - Other	0.00	436,155.00	0.0%
Total 10602 · REPAIRS & MAINTENANCE	304,424.89	436,155.00	69.8%
10603 · FUEL purchased for resale	781,857.50	805,000.00	97.1%
10605 · UTILITIES			
10605.1 · Electric	102,661.97	0.00	100.0%
10605.2 · RV Park Cable TV	6,498.18	0.00	100.0%
10605.3 · Sanitary	46,715.56	0.00	100.0%
10605.5 · Telecommunications	12,115.82	0.00	100.0%
10605.6 · Waste Removal	82,686.17	0.00	100.0%
10605.7 · Water	20,221.22	0.00	100.0%
10605 · UTILITIES - Other	0.00	292,964.00	0.0%
Total 10605 · UTILITIES	270,898.92	292,964.00	92.5%
10606 · OFFICE EXPENSE	39,468.27	60,000.00	65.8%
10607 · BANK SERVICE & FINANCE FEES	53,765.60	60,482.00	88.9%
10608 · TRAINING & TRAVEL	5,862.51	7,500.00	78.2%
10609 · PERMITS, LICENSES, TAXES & MISC	33,628.06	37,000.00	90.9%
10610 · INSURANCE; PROP & CAS, BOND	110,876.28	120,530.00	92.0%
10611 · PROFESSIONAL FEES			
10611.1 · Accounting/Auditing	23,225.00	0.00	100.0%
10611.2 · Attorney	47,254.00	0.00	100.0%
10611.3 · Engineering	22,610.00	0.00	100.0%
10611.4 · Other Support/Consultant	26,886.33	0.00	100.0%
10611 · PROFESSIONAL FEES - Other	0.00	138,266.00	0.0%
Total 10611 · PROFESSIONAL FEES	119,975.33	138,266.00	86.8%
Total 601 · GENERAL FUND Material & Service	1,725,710.73	1,966,577.00	87.8%
710 · GENERAL FUND CAPITAL OUTLAY			
10702 · Land Improvements	58,244.98	73,000.00	79.8%
10703 · Buildings	0.00	0.00	0.0%
10704 · Equipment	73,562.78	80,000.00	92.0%
Total 710 · GENERAL FUND CAPITAL OUTLAY	131,807.76	153,000.00	86.1%
920 · OPERATING CONTINGENCY	0.00	20,000.00	0.0%
Total 600 · GENERAL FUND EXPENDITURES	3,229,386.89	3,701,700.00	87.2%
620 · USDA REVENUE BOND EXPENDITURES			
20801P · USDA Revenue Bond Principal	79,895.12	79,917.00	100.0%
20810I · USDA Revenue Bond Interest	50,224.88	50,203.00	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	11,380.38	0.00	100.0%
30802.2 · OBDD #525172/RV Park Prin.	10,262.76	0.00	100.0%
30802.3 · OBDD #525176/Green Bldg Prn	18,072.27	0.00	100.0%
30802.4 · OBDD #525181/EurekaFish Prn	11,738.94	0.00	100.0%
30802.5 · SPWF #L02009/Cold Strg Prin	116,667.63	0.00	100.0%
30802.7 · SPWF L98004/Dock Impr Prin	0.00	0.00	0.0%
30802.8 · SPWF L02001/MarineFuel Dock Prn	65,139.23	0.00	100.0%
30802.9 · SPWF X03004/Eureka Fishery Prin	14,054.79	0.00	100.0%
30802P · IFA PRINCIPAL - Other	0.00	350,000.00	0.0%
Total 30802P · IFA PRINCIPAL	247,316.00	350,000.00	70.7%
801 · Principal			
30803P · 50 BFMII Travelift Principal	46,063.27	50,447.00	91.3%
30804P · 2018 Genie Forklift Principal	13,232.53	14,469.00	91.5%

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**Port of Brookings Harbor
Profit & Loss Budget Performance
July 2021 through May 2022**

Cash Basis

	Jul '21 - May 22	Budget	% of Budget
Total 801 · Principal	59,295.80	64,916.00	91.3%
810 · Interest Payments			
30813I · 50 BFMII Travelift Interest	5,185.73	5,461.00	95.0%
30814I · 2018 Genie Forklift Interest	2,879.28	3,108.00	92.6%
Total 810 · Interest Payments	8,065.01	8,569.00	94.1%
Total 630 · DEBT SERVICE FUND EXPENDITURES	314,676.81	423,485.00	74.3%
640 · CAPT. PROJ. EXPENDITURES			
40602 · Materials & Services Capt Proj	0.00	0.00	0.0%
740 · CAPT. PROJ. CAPITAL OUTLAY			
40702 · Land Improvement - Capt Proj			
40702.1 · Engineering/Consultants	130,565.28	0.00	100.0%
40702.2 · Supplies	1,524.58	0.00	100.0%
40702 · Land Improvement - Capt Proj - Other	0.00	1,897,500.00	0.0%
Total 40702 · Land Improvement - Capt Proj	132,089.86	1,897,500.00	7.0%
Total 740 · CAPT. PROJ. CAPITAL OUTLAY	132,089.86	1,897,500.00	7.0%
Total 640 · CAPT. PROJ. EXPENDITURES	132,089.86	1,897,500.00	7.0%
660 · DEBT SERV. RV PARK EXPENDITURES			
60806P · RV Park Improv. Loan Principal	35,477.24	38,751.00	91.6%
60815I · RV Park Improv. Loan Interest	17,431.33	18,967.00	91.9%
Total 660 · DEBT SERV. RV PARK EXPENDITURES	52,908.57	57,718.00	91.7%
670 · PORT CONST FUND EXPENDITURES			
70100 · PORT CONST. CAPITAL OUTLAY			
70700 · Land Improvement - Port Const.			
70701.1 · Engineering/Consultants	11,257.64		
70701.2 · Supplies	4,304.76		
70701.3 · Services	83,141.87		
70700 · Land Improvement - Port Const. - Other	0.00	677,000.00	0.0%
Total 70700 · Land Improvement - Port Const.	98,704.27	677,000.00	14.6%
Total 70100 · PORT CONST. CAPITAL OUTLAY	98,704.27	677,000.00	14.6%
Total 670 · PORT CONST FUND EXPENDITURES	98,704.27	677,000.00	14.6%
930 · Fund Balances			
10930 · Unappropriated Balance GF	0.00	168,300.00	0.0%
20930 · Unappropriated Balance-USDA	0.00	102,880.00	0.0%
30930 · Unappropriated Balance Debt	0.00	27,870.00	0.0%
40930 · Unappropriated Balance Capt Pro	0.00	2,500.00	0.0%
50930 · Unappropriated Balance Reserve	0.00	221,775.00	0.0%
Total 930 · Fund Balances	0.00	523,325.00	0.0%
Total Expense	3,957,886.40	7,410,848.00	53.4%
Net Income	1,368,333.56	0.00	100.0%

Port of Brookings Harbor

Check Registers

As of May 31, 2022

Cash Basis

Type	Num	Date	Name	Memo	Debit	Credit
100 · UNRESTRICTED CASH & EQUIVALENTS						
101 · GENERAL FUND CHECKING & LGIP						
10103 · General Funds Ckg Umpqua 3634						
Bill Pmt -Check	DEBIT	05/05/2022	US Bank Equipment Finance	Contract No. 500-0623925-000 RICOH IMC6000 Copier		223.20
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MM173		311.61
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MN46V		215.38
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MN7WP		152.50
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MN9Y1		326.40
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MNDC7		145.06
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MNMN6		62.60
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MNQYX		48.48
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MNSSH		137.30
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MNX18		227.31
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MNZH6		133.54
Check	DEBIT	05/04/2022	Edward Jones	Employer Contribution 05/04/2022 ConfirmationSQDNW-MP38H		303.68
Check	DEBIT	05/04/2022	TD Ameritrade	Employer Contribution 05/04/2022 ConfirmationSQDNW-MP5Z4		188.61
Check	DEBIT	05/02/2022	Elavon	APR 2022 MERCHANT SERVICE FEE ACCT#951		1,005.90
Check	DEBIT	05/02/2022	Elavon	APR 2022 MERCHANT SERVICE FEE ACCT#316		1,298.34
Check	DEBIT	05/02/2022	Elavon	APR 2022 MERCHANT SERVICE FEE ACCT#873 Ventek Boat Launch		36.29
Check	DEBIT	05/13/2022	ADP	Advice of Debit 65382649 Payroll Date: 05/04/2022		155.73
Bill Pmt -Check	DEBIT	05/06/2022	Tyree Oil, Inc	Account # 56851 Fuel Purchase for Resale		41,558.26
Bill Pmt -Check	DEBIT	05/19/2022	Tyree Oil, Inc	Account # 56851 Fuel Purchase for Resale		32,161.18
Check	DEBIT	05/18/2022	Edward Jones	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7QZFB		140.25
Check	DEBIT	05/18/2022	Edward Jones	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7RM97		215.38
Check	DEBIT	05/18/2022	Edward Jones	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7RPH0		143.78
Check	DEBIT	05/18/2022	Edward Jones	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7RSFB		326.40
Check	DEBIT	05/18/2022	Edward Jones	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7RV42		143.91
Check	DEBIT	05/18/2022	Edward Jones	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7RXMS		30.64
Check	DEBIT	05/18/2022	Edward Jones	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7RZCP		173.83
Check	DEBIT	05/18/2022	Edward Jones	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7S0QD		135.95
Check	DEBIT	05/18/2022	Edward Jones	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7S2J4		131.29
Check	DEBIT	05/18/2022	Edward Jones	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7S49Q		303.68
Check	DEBIT	05/18/2022	TD Ameritrade	Employer Contribution 05/18/2022 ConfirmationSRTHHT-7S63Y		186.13
Bill Pmt -Check	DEBIT	05/16/2022	Chevron Business Card	Account #: 0496007075666 Fuel Purchases for Port Vehicles/Equipment		991.98
Bill Pmt -Check	DEBIT	05/17/2022	Oregon Department of Agriculture	Annual Licenses - Fuel Dock Meter Pumps - Confirmation Number ODAODA000123022		278.00
Bill Pmt -Check	DEBIT	05/17/2022	Amazon Capital Services	Business Account #A2VUC5YWS42764 - Supplies/Materials		416.39
General Journal	DEBT 05/02	05/02/2022		Transfer to Debt Service Fund for Travelift Payment		4,659.00
General Journal	DEBT 05/02	05/02/2022		Transfer to Debt Service Fund for Fork Lift Payment		1,464.71
General Journal	DEBT 05/02	05/02/2022		Transfer to Debt Serv. RV Park for Umpqua Bank Loan Acct#97748040835 Payment		4,809.87
General Journal	IFA 05/02	05/02/2022		Transfer to IFA Debt Service for 2nd QTR 2022 Pmt		25,835.00
General Journal	RES 05/02	05/02/2022		Transfer to Reserve Fund		2,000.00
General Journal	USDA 05/02	05/02/2022		To transfer to USDA Revenue Bond Fund for November 2022 Payment		10,843.00
General Journal	CP 06/03	05/31/2022		Transfer to Capital Projects for payment to EMC Engineering inv#91009-2167 \$9,749.30 & Miller Na...		11,543.30
General Journal	CP 05/04	05/04/2022		Transfer to Capital Projects for payment to Pacific Rim Copycenter invoice# 5-2-22		222.00
General Journal	PAY 05/04	05/04/2022		Rec 05/04/2022 payroll		18,396.99
General Journal	TAX 05/04	05/04/2022		Rec 05/04/2022 payroll		7,183.76
General Journal	PAY 05/18	05/18/2022		Rec 05/18/2022 payroll		15,641.02
General Journal	TAX 05/18	05/18/2022		Rec 05/18/2022 payroll		6,223.63
Bill Pmt -Check	10945	05/02/2022	Spec Dist Assoc of OR- Prop & Cas	Policy#31P16414-203 Customer ID: 01-16414 - 2021 PROPERTY & CASUALTY POLICY		10,328.58
Bill Pmt -Check	10946	05/04/2022	Amazon Capital Services	Business Account #A2VUC5YWS42764 - Supplies/Materials		70.00
Bill Pmt -Check	10947	05/04/2022	Boat Shop & More LLC	4/11 & 4/25 Truck & Trailer and Excavator Rentals - Place concrete blocks @ Tidewater and Load D...		520.00
Bill Pmt -Check	10948	05/04/2022	Curry Transfer & Recycling	Account #2040-2434-001 Trash Dumpsters		4,785.08
Bill Pmt -Check	10949	05/04/2022	Del-Cur Supply Co-op	Customer No. 38700 Hardware & Other Supplies		55.50
Bill Pmt -Check	10950	05/04/2022	Four Aces Security Solutions LLC	April 2022 - Security Patrol - 34%Marina, 33%Beachfront RV Park, 33%Commercial Retail		2,781.00
Bill Pmt -Check	10951	05/04/2022	Gerald W. Burns, CPA	Financial Consultant Agreement		1,000.00
Bill Pmt -Check	10952	05/04/2022	Grainger	ACCT# 822663001 Flush Valve Diaphragm for Urinal repair at Restroom		43.45

**Port of Brookings Harbor
Check Registers**

As of May 31, 2022

Cash Basis

Type	Num	Date	Name	Memo	Debit	Credit
Bill Pmt -Check	10953	05/04/2022	Harbor Sanitary District	APRIL 2022 Sanitary Bill		3,969.21
Bill Pmt -Check	10954	05/04/2022	In-Motion Graphics and Design, LLC	SIGNS: '10 Day Storage' & 'Guide Cleaning Area'		190.00
Bill Pmt -Check	10955	05/12/2022	Country Media, Inc.	CUST# 38747 Curry Coastal Pilot Notices		193.59
Bill Pmt -Check	10956	05/12/2022	Kendrick Equipment USA LLC	Alarm (replacement) EQ#4605 50T Marine Travel Lift		164.85
Bill Pmt -Check	10957	05/12/2022	Spec Dist Assoc of OR- Healthcare	Customer #: 03-0016414 - HEALTHCARE PREMIUM		10,223.60
Bill Pmt -Check	10958	05/12/2022	Tidewater Contractors, Inc.	Customer Code: 000061 4/28/2022 - PREP & ROCK BOAT YARD for Boat Storage Area		8,700.00
Bill Pmt -Check	10959	05/12/2022	Ventek International	VenTek Processing Services - Kiosk at Boat Launch - Annual Fee		2,070.00
Check	10960	05/12/2022	Zakowski, Mark	REFUND to Customer - purchased Annual Charter permit in error.		300.00
Check	10961	05/10/2022	Cosgrove, Richard	REFUND credit on account in the amount of \$120.00 - REPLACEMENT		120.00
Bill Pmt -Check	10962	05/17/2022	Amazon Capital Services	Business Account #A2VUC5YWS42764 - Supplies/Materials		387.92
Bill Pmt -Check	10963	05/17/2022	BI-MART	Account #931481 Water & Supplies		79.97
Bill Pmt -Check	10964	05/17/2022	Crow/Clay & Associates, Inc	April Services Amendment#4-RV Park Construction Administration		175.00
Bill Pmt -Check	10965	05/17/2022	Del-Cur Supply Co-op	Customer No. 38700 Hardware & Other Supplies		48.95
Bill Pmt -Check	10966	05/17/2022	EMC-Engineers/Scientists, LLC	67 Hrs - Professional Services for Wastewater Plant Engineering & Boat Yard Warehouse		6,700.00
Bill Pmt -Check	10967	05/17/2022	Englund Marine Supply Co.	Zinc Anode Bolt - EQ#4605 50T Marine Travel Lift		98.14
Bill Pmt -Check	10968	05/17/2022	Freeman Rock, Inc.	Weight Ticket#54160 - DISPOSAL YARD CLIPPINGS 4 YARD		30.00
Bill Pmt -Check	10969	05/17/2022	Oregon Coast Magazine	Account#103331 Mile-By-Mile Advertisement		675.00
Bill Pmt -Check	10970	05/17/2022	Pump Pipe & Tank Services, LLC	4/14/22 Service call for Filter Change at the Fuel Dock		115.00
Bill Pmt -Check	10971	05/17/2022	Tidewater Contractors, Inc.	Customer Code: 000061 Concrete V Blocks for RV Park		1,260.00
Bill Pmt -Check	10974	05/31/2022	Amazon Capital Services	Business Account #A2VUC5YWS42764 - Supplies/Materials		45.31
Bill Pmt -Check	10975	05/31/2022	BI-MART	Account #931481 Water & Supplies		61.92
Bill Pmt -Check	10976	05/31/2022	Cascade Auto Recycling, LLC	05/05/2022 to 05/09/2022 - DEMOLITION of Vessel: Gypsy Lee		486.40
Bill Pmt -Check	10977	05/31/2022	Coos-Curry Electric Cooperative, Inc.	ACCT # 67601 Electrical Service		9,445.90
Bill Pmt -Check	10978	05/31/2022	Cury Equipment	Account#1052 Equip Repair & Maint. Supplies		88.98
Bill Pmt -Check	10979	05/31/2022	Del-Cur Supply Co-op	Customer No. 38700 Hardware & Other Supplies		3,586.66
Bill Pmt -Check	10980	05/31/2022	EMC-Engineers/Scientists, LLC	21.1 Hrs Port Engineering and Consulting RE Boatyard Warehouse & 40.1 Hrs Port Engineering RE...		7,382.50
Bill Pmt -Check	10981	05/31/2022	Fastenal Industrial Supplies	Customer No. ORBRK0013 Toiletries & Supplies		3,726.75
Bill Pmt -Check	10982	05/31/2022	Freeman Rock, Inc.	05/27/2022 - Concrete and Delivery for Boatyard fence		494.25
Bill Pmt -Check	10983	05/31/2022	Gold Beach Lumber Yard, Inc.	Account #776 Hardware Supplies & Materials		3,469.35
Bill Pmt -Check	10984	05/31/2022	Gowman Electric, Inc.	CCB: 198999 Electrical Repair		170.00
Bill Pmt -Check	10985	05/31/2022	Harbor Water District P.U.D.	04/21/2022 - 05/25/2022 SERVICE/WATER BILL		1,364.32
Bill Pmt -Check	10986	05/31/2022	Miller Nash LLP	Legal Services		12,161.50
Bill Pmt -Check	10987	05/31/2022	Pacific Rim Copy Center	Copies of EMC Engineering Drawing of RV Park & 36"x48" Color Copy of Strategic Business Plan M...		144.50
Bill Pmt -Check	10988	05/31/2022	Pape Material Handling	Customer No. 1070715 Equipment Maintenance & Repair		588.92
Bill Pmt -Check	10989	05/31/2022	Quill Corporation	ACCT#1932158 Office Supplies		214.31
Bill Pmt -Check	10990	05/31/2022	Rogue Credit Union	Membership #306 Acct#8000189521 CC Ending#7681		5,052.46
Bill Pmt -Check	10991	05/31/2022	Stadelman Electric, Inc.	Dates of Service: 4/18, 4/25 and 5/4/2022 - Electrical for Fish Cleaning Station Expansion		2,962.24
Bill Pmt -Check	10992	05/31/2022	Thermo Fluids, Inc.	05/09/2022-Removal of Oily water and Filter Drum Pickup & 05/6/2022 - Removal of Used Oil from ...		379.12
Bill Pmt -Check	10993	05/31/2022	Tidewater Contractors, Inc.	Customer Code: 000061 05/19/2022 - Gear Storage Road Grading		1,005.20
Bill Pmt -Check	10994	05/31/2022	Traffic Safety Supply Co.	Customer ID:C004722 Reflector Plates for RV Park Entry Gate		209.75
Total 10103 · General Funds Ckg Umpqua 3634					0.00	299,256.44
Total 101 · GENERAL FUND CHECKING & LGIP					0.00	299,256.44
10101 - Petty Cash						
Total 10101 · Petty Cash						
Total 100 · UNRESTRICTED CASH & EQUIVALENTS					0.00	299,256.44
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						
60104 · OR FFC 2020 Debt Service						

Port of Brookings Harbor
Check Registers
As of May 31, 2022

Cash Basis

Type	Num	Date	Name	Memo	Debit	Credit
Check	DEBIT	05/16/2022	Umpqua Bank/OR FFC Agreement 2020	OR FFC Agreement 2020 Payment #22		4,809.87
General Journal	DEBT 05/02	05/02/2022		Transfer to Debt Serv. RV Park for Umpqua Bank Loan Acct#97748040835 Payment	4,809.87	
Total 60104 - OR FFC 2020 Debt Service					4,809.87	4,809.87
30104 - Debt Service Umpqua MM 8627 - Other						
Check	DEBIT	05/16/2022	Umpqua Bank/Loan#747041620	Genie Reach Forklift Loan#747041620 Payment #51		1,464.71
Check	DEBIT	05/23/2022	m2 Lease LLC	Customer #107104 Loan#110581 Pmt #87 - 50 BFMll Travellft		4,659.00
General Journal	DEBT 05/02	05/02/2022		Transfer to Debt Service Fund for Travellft Payment	4,659.00	
General Journal	DEBT 05/02	05/02/2022		Transfer to Debt Service Fund for Fork Lift Payment	1,484.71	
Total 30104 - Debt Service Umpqua MM 8627 - Other					6,123.71	6,123.71
Total 30104 - Debt Service Umpqua MM 8627					10,933.58	10,933.58
40104 - Capital Projects Umpqua 8018						
40104.1 - Government Funds						
General Journal	CP 06/03	05/31/2022		Transfer to Capital Projects for payment to EMC Engineering inv#91009-2167 \$9,749.30 & Miller Na...	11,543.30	
General Journal	CP 05/04	05/04/2022		Transfer to Capital Projects for payment to Pacific Rlm Copycenter invoice# 5-2-22	222.00	
Bill Pmt -Check	420	05/04/2022	Pacific Rlm Copy Center	Coples of EMC Engineering Drawings for FEMA 4432&4452 Engineer/Permits PW162-1		222.00
Bill Pmt -Check	422	05/31/2022	EMC-Engineers/Scientists, LLC	41.7 Hrs. & Reimbursements to CAD Graphics, LLC, IRIS R&D Group, Roberts Land Surveying, BB...		9,749.30
Bill Pmt -Check	423	05/31/2022	Miller Nash LLP	Legal Services		1,794.00
Total 40104.1 - Government Funds					11,765.30	11,765.30
70104.1 - Port Construction Fund						
General Journal	PCF 05/12	05/12/2022		Transfer to Port Construction Fund to pay McLennan Progress Payment #1	83,141.87	
Bill Pmt -Check	421	05/12/2022	McLennan Excavation, Inc.	Progress Payment Request #1 for RV Park Remodel Project		83,141.87
Total 70104.1 - Port Construction Fund					83,141.87	83,141.87
40104 - Capital Projects Umpqua 8018 - Other						
Total 40104 - Capital Projects Umpqua 8018 - Other						
Total 40104 - Capital Projects Umpqua 8018					94,907.17	94,907.17
Total 104 - RESTRICTED MONEY MKT & CHECKING					105,840.75	105,840.75
Total 110 - RESTRICTED CASH & EQUIVALENTS					105,840.75	105,840.75
TOTAL					105,840.75	405,097.19

**Port of Brookings Harbor
Purchases by Vendor Summary
January through May 2022**

Cash Basis

	<u>Jan - May 22</u>
5-R Excavation, LLC	2,222.57
Adobe	59.96
ADP	2,417.32
Amazon Capital Services	4,403.89
Amber Espinoza	585.00
Aquarius Environmental, LLC	7,220.00
Asurion Wireless Insurance	19.00
Beautiful Blinds Shutters & Shades	835.00
BI-MART	332.21
Black & Rice LLP	817.00
BOARDWALK MAIL SERVICE	117.00
Boat Launch Kiosk	30.00
Boat Shop & More LLC	920.00
BoatU.S. Boat Graphics & Lettering	217.15
BoomTech	77.47
Brookings Glass, Inc.	1,996.00
Cascade Auto Recycling, LLC	486.40
Chetco Automotive	97.36
Chevron Business Card	3,630.13
CHEVRON/Shell	60.73
Coos-Curry Electric Cooperative, Inc.	50,640.55
Costco	104.47
Country Media, Inc.	647.55
Crescent ACE Hardware	564.27
Crescent City Harbor District	1,000.00
Crow/Clay & Associates, Inc	1,778.15
Curry County Road Department	250.00
Curry Equipment	271.44
Curry Transfer & Recycling	22,384.36
Del-Cur Supply Co-op	6,269.57
DF Supply, Inc.	2,646.81
Dish Network	2,975.40
DMV2U/Dept. of Transportation	0.35
EBay	34.74
Elavon	10,879.82
EMC-Engineers/Scientists, LLC	94,724.58
Englund Marine Supply Co.	98.14
Fastenal Industrial Supplies	11,309.54
Ferguson Enterprises, Inc.	473.78
Firefly Reservations	995.00
Flags.com	924.00
Forte Clothing Company	2,143.00
Four Aces Security Solutions LLC	8,250.30
FRED MEYER	73.48
Freeman Rock, Inc.	1,709.34
Gaylord Klinefelter Contracting	1,880.00
Gerald W. Burns, CPA	2,500.00
Gold Beach Lumber Yard, Inc.	15,803.31
Gowman Electric, Inc.	425.00
Grainger	2,284.53
Grants Pass Water Lab, Inc.	4,960.00
Grating Pacific, LLC	1,132.00
Harbor Logging Supply, Inc.	2,700.12
Harbor Sanitary District	18,807.57
Harbor Water District P.U.D.	10,090.36
Hartwick Automotive	60.99
HD SUPPLY FACILITIES	814.08
Home Depot	685.86

**Port of Brookings Harbor
Purchases by Vendor Summary**

Cash Basis

January through May 2022

	<u>Jan - May 22</u>
homesquare	417.98
In-Motion Graphics and Design, LLC	358.00
Industrial Steel & Supply Co. Inc.	332.57
Intuit	1,149.99
John Kellum/John's Portable Welding	2,550.00
K&K Insurance Group, Inc.	400.00
Kaman Industrial Technologies	1,595.22
Kendrick Equipment USA LLC	3,797.19
Les Schwab Tire Center	208.98
Lithia Ford of Klamath Falls	46,441.32
Mascott Equipment	932.74
McLennan Excavation, Inc.	113,077.55
Miller Nash LLP	40,144.00
Motion Industries	1,404.21
My Parking Permit	416.50
NAPA Auto Part	498.02
Office Depot	38.38
Oil Can Henry's	14.00
ONLINE Purchases	1,277.41
Orcal Security Consulting LLC	5,649.53
Oregon Alarm	7,525.00
Oregon Coast Magazine	675.00
Oregon Department of Agriculture	278.00
Pacific Office Automation	1,224.07
Pacific Rim Copy Center	743.50
Pape Material Handling	2,092.37
Pitney Bowes Global Lease	423.09
Pitney Bowes, Inc.	713.04
Platt	916.47
Pressure Washers Direct	49.99
Pump Pipe & Tank Services, LLC	4,524.02
Quill Corporation	818.49
Rentprep Enterprise/Fidelis Screening	359.10
RiteAid	14.38
SimpliSafe	59.96
SmartSign	1,379.61
Spec Dist Assoc of OR- Healthcare	51,918.88
Spec Dist Assoc of OR- Prop & Cas	52,788.94
Spectrum Business 8752 19 060 0025169	521.10
Spectrum Business 8752 19 060 0226494	539.90
Spectrum Business 8752 19 060 0247029	549.90
Spectrum Business 8752 19 060 0251369	589.85
Stadelman Electric, Inc.	3,345.10
Strahm's Sealcoat & Striping, Inc.	335.00
SUPPLYHOUSE.COM	239.34
T. George Podell & Co., Inc./Hot And Mighty	2,159.44
Thermo Fluids, Inc.	816.22
Tidewater Contractors, Inc.	17,453.84
Traffic Safety Supply Co.	1,249.86
Tyree Oil, Inc	388,909.08
Uline	740.72
United Rentals, Inc.	1,105.00
US Bank Equipment Finance	1,116.00
US Relay/HD Relay	495.00
Valvoline	165.47
Ventek International	2,070.00
VERIZON WIRELESS	1,685.03
Vonage	1,065.27

Ldo

Port of Brookings Harbor
Purchases by Vendor Summary
January through May 2022

Cash Basis

	<u>Jan - May 22</u>
WeatherTech	69.95
WEEBLY-CHARGE.COM	910.00
Wes' Towing	75.00
Ziply Fiber 541-412-7930-102902-5	193.49
Ziply Fiber 541-469-5867-121516-5	366.70
Zoom Video Communications Inc.	59.96
Zoro	124.81
TOTAL	<u>1,083,995.18</u>

From: jack akin <emc@emcengineersscientists.com>
Sent: Thursday, May 26, 2022 10:38 AM
To: Grant, Douglas; Gregory Jackson
Cc: SLEVIN Julie * OMD; portmanager@portofbrookingsharbor.com; Travis Webster
Subject: FEMA projects status, POBH

Good morning Douglas, Jack Akin, POBH engineer here.

Just inquiring how we're moving along on this project, and wanting to outline some of our challenges, particularly with respect to timing, and why we have invested so much attention to action **this year**.

We are very excited and grateful to receive your assistance to at last harden the Port of Brookings-Harbor against its greatest recurring natural hazard...water, hitting the Port every year in the form of erosive and energetic storms, tides and wildfire-engendered sediment debris.

As you probably know, the Port has some major commitments to follow up on soon in order to control our stormwater, clearing out sediment from the Chetco fires at problem areas threatening our docks, and stabilizing our embankment, not to mention assisting our efforts to bring stormwater quality into regulatory compliance.

So we thought it a good idea to apprise you of timelines that we face.

We only have a few dry months (**June – end of August, a little of September if we are lucky**) to work on land surfaces (paving, stormwater system work, etc.). Our first phase must be to control stormwater in the impacted Port areas. We must therefore put out requests for bids. At the same time we must coordinate with SHPO and local Tribes when working in culturally identified areas. This must be done prior to creating the dedicated area for sediment treatment and storage from the upcoming dredging during the **2022-2023** in-water work period.

So it is now getting close to **June** and we of course cannot initiate the bidding process until we know we have the funding to do so. All the design work and associated drawings are completed. It will take a **month** from the time we might receive FEMA funding to the time we can begin breaking ground.

We then have the in-water work period beginning **October** and all permitting, aligning of equipment, etc., must all be done beforehand. We must obtain permits from USACE, ODSL, State ODEQ, and concurrences from SHPO & local tribes, NOAA/NMFS, ODFW, not to mention FEMA itself.

All these permit requirements for upland and in-water work are hurdles we jump on a regular basis, but we need to get started in the **next month** in order to 1) use the dry months and 2) to ensure project completion by end of the in-water work period (**March 15, 2023**).

It must also be mentioned that, with respect to scope of work, that the areas originally assessed and delineated during multiple meetings in 2019 have degraded since, as we anticipated. The embankment along the west wall (that contributes to floating dock damage and channel shoaling, as well as unsafe conditions to public foot traffic atop the embankment) is in much worse condition than that shown in the 2019 photos. During flood-tides (when water is flowing into the Port basins from the Chetco) the accelerated shoaling attributable to wildfire-engendered erosion (proposed to be managed via the Port-owned and operated small dredge program) into the Chetco is creating unsafe conditions in the Port. The most recent lab analyses of stormwater quality shows continued non-compliance due to stormwater contact with bare ground surfaces used by commercial fisheries and port operations for the past fifty years. Additionally, as explained in some detail via past engineering opinions, stormwater overtopping existing embankments, and the

portions (40-60%) that sink into the ground during storms, have been demonstrated to press via pore-pressure to create landslides along these embankments, which have resulted in the spending of funds, often via FEMA/OEM grants, in order to mitigate over sixteen landslides since 2014.

We know that you folks are very busy, and are faced with a number of very high-priority challenges. Nevertheless, we feel a need to underscore our own plight and timing issues here at the Port of Brookings Harbor.

Very respectfully,

Jack Akin, MS, PE, IC, HMS, AI
EMC-Engineers/Scientists, LLC
Ph: 541.474-9434 Cell: 541.261.9929
emc@emcengineersscientists.com
www.emcengineersscientists.com
Fax: 541.727.5488

ACTION ITEM – A

DATE: June 15, 2022
RE: Vessel and/or Trailer Storage Agreement
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Staff was using an old agreement that was recently review by Port legal.
- Port legal provided their revisions and recommend:
 - Vessel Removal/Disposal. Consider adding a provision stating that in addition to other rights, the Port will have the right to remove and dispose of the boat/trailer at owner's expense in the event of failure of timely payment of fees and/or failing to remove boat/trailer when the agreement expires.
 - Non-Assignment provision. We could add language that prohibits lessees from assigning their interest in the agreement. The intent is to avoid situations where a lessee assigns the agreement to a deadbeat with sale of the boat/trailer.
 - Work on Boat. Consider including a prohibition of conducting work on a boat/trailer on Port property without prior written permission of the Port. Work on vessels in storage could give rise to increased risks of fire, pollution, or harm to other boats.
- The draft with the above provisions was not ready at the time of this meeting packet release. Draft will be available before or at the meeting.

DOCUMENTS

- Draft Vessel and/or Trailer Storage Agreement without added provisions, 2 pages

COMMISSIONERS ACTION

- **Recommended Motion:**
Motion to approve draft Vessel and/or Trailer Storage Agreement for the boat and trailer storage area to be put into effect immediately.



Port of Brookings Harbor

16330 Lower Harbor Road / PO Box 848
Brookings, Oregon 97415
Phone (541) 469-2218
Fax (541) 359-3999
www.portofbrookingsharbor.com

Board of Commissioners

Richard Heap, President
Joseph Speir, Vice-President
Sharon Hartung, Secretary/Treasurer
Kenneth Range
Larry Jonas

VESSEL AND/OR TRAILER STORAGE AGREEMENT

Customer Information:

Name: _____
Phone Number: (____) _____ - _____
Mailing Address: _____
Physical Address: _____
Emergency Contact: _____ Phone Number: (____) _____ - _____

Required Documentation:

- Valid Photo Identification
- Valid Vessel Registration
- Picture of Vessel and Trailer

Vessel Information:

Name: _____ Registration Number: _____
Length: _____ Year: _____ Make: _____

Trailer Information:

Trailer License Plate #: _____ Expiration Date: _____ Make: _____

The rate is a monthly fee of \$100.00 for storing my vessel and/or trailer listed above. I understand that storage is to store my vessel and/or trailer on land only; and that working on or residing on the vessel and/or trailer is prohibited. I also understand that this agreement is valid for one year from the date it is signed. I agree to keep the vessel registration current for the length duration of this agreement. I also agree, to the extent permitted under Oregon law, to hold Port of Brookings Harbor, its officers, agents, and employees harmless from loss or damage done to, or caused by, the vessel and/or trailer.

I acknowledge that I have been offered a copy of the Port Ordinances and I agree to abide to said Ordinances.

Terms: Monthly fee is due upon receipt. Past due accounts will be assessed a late charge of 1.5% per month (18% per annum). This application is subject to the terms and conditions set forth on the moorage license agreement and to the Port of Brookings Harbor Ordinances, presently in effect or that become in effect in the future. **In the event, suit or action is instituted to collect any amount owed on this account, the undersigned applicant agrees to pay any reasonable attorney fees, collection agency fees and any other costs associated with such action.** A \$50.00 fee will be assessed on any Rreturned Ppayment.

By signing below, I acknowledge that I have read, understand, and agree to be bound by the foregoing terms and rates of the Port of Brookings Harbor Vessel and/or Trailer Storage Agreement.

Owner Signature: _____ Date: _____

Port of Brookings Harbor Representative: _____ Date: _____

To be



filled out by Office Staff: Tag #: _____ Space #: _____

DRAFT

ACTION ITEM – B

DATE: June 15, 2022
RE: Vessel Miss Stacey Moorage Renewal
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- We have had several meetings regarding the vessel Miss Stacey. Insurance was reinstated on the vessel. Paperwork for ownership transfer was completed recently. The marine survey has not been done yet but is planned to be completed as soon as possible.
- Liens are still in place on the crab pots and crab permit. We recommend the liens stay in place until the Board is satisfied with the condition of the vessel.
- During this period of ownership change, the Moorage Agreement was on hold since January 1, 2022.
- Port staff recommends approving the Moorage Agreement from January 1, 2022 to December 31, 2022 and then reevaluate the situation later this year to determine the next Moorage Agreement.

DOCUMENTS

- 2022 Moorage Agreement, 6 pages

COMMISSIONERS ACTION

- **Recommended Motion:**
Motion to approve Miss Stacey Moorage Agreement from January 1, 2022 to December 31, 2022. Update the Board at the November 2022 regular meeting on the status of the vessel for consideration on the next Moorage Agreement.



Port of Brookings Harbor
 16330 Lower Harbor Road / PO Box 848
 Brookings, Oregon 97415
 Phone (541) 469-2218
 Fax (541) 359-3999
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Board of Commissioners
 Richard Heap, President
 Joseph Speir, Vice-President
 Sharon Hartung, Secretary/Treasurer
 Kenneth Range
 Larry Jonas

MOORAGE LICENSE AGREEMENT

Slip No.: Q 13 Permit No.: _____

BILL TO: Owner Operator

BOAT OWNER PHYSICAL ADDRESS:

Name: _____
 Address: _____
 City: _____ St: _____ Zip: _____
 Telephone: (_____) _____ - _____
 Cell Phone: (_____) _____ - _____
 Email: _____

BOAT OWNER BILLING ADDRESS:

Address: _____
 City: _____ St: _____ Zip: _____
 Telephone: (_____) _____ - _____
 Email: _____
 Driver's License Verification: Yes No
 Commercial Fishing License: Yes No N/A
 Proof of Ownership: Bill of Sale or Registration/Title

GUARANTOR FOR CORPORATE OWNER/OPERATOR

Name: _____
 Address: _____
 City: _____ St: _____ Zip: _____
 Telephone: (_____) _____ - _____
 Cell Phone: (_____) _____ - _____
 Email: _____

IN CASE OF EMERGENCY PLEASE NOTIFY:

(When Owner/Operator is away and cannot be reached)

Name _____
 Telephone: (_____) _____ - _____

INSURANCE INFORMATION:

Insurance Co.: Markel American Insurance Company
 Policy #: MTD00000515284
 Exp. Date: 12/13/2022

BOAT INFORMATION:

Boat Name Mlss Stacey
 Reg / Doc #: 504307
 Length Overall: 60 ft Beam: 17.9 ft Draft: 7.5 ft
 Year: 1966 Make: Steel

Check all that apply: Sail Inboard Outboard
 Other: _____

Recreational Commercial Charter

MOORAGE LICENSE TERM & TYPE:

From 01/01/2022 To 12/31/2022

Type: Recreational Commercial
 Annual Semiannual Monthly Weekly
 Daily Transient Other _____

Fee*: \$2,387.40 with valid Commercial License

This Moorage License Agreement is subject to the terms and conditions set forth on the Moorage License Agreement and to the Port of Brookings Harbor ordinances, presently in effect or that become in effect in the future, and which may be accessed on the Port's website.

Renewal letter will be sent out 60 days prior to expiration date. Fees for moorage are due and payable in advance for the entire term. Moorage License Agreements that are not signed will be terminated 30 days after the renewal date.

Permission to "live-aboard" and "Storage" must be specifically authorized in writing by the Port of Brookings Harbor by separate agreement.

*Moorage fees are payable in advance. Moorage agreement automatically reverts to a monthly rate if not paid in full within 30 days. Past due accounts will be assessed a late charge of \$1.00 or 1.5% per month (18% per annum) whichever is greater. In the event, suit or action is instituted to collect any amount owed on this account, the undersigned applicant agrees to pay any reasonable attorney fees, collection agency fees and any other costs associated with such action. A \$50.00 fee will be assessed on any Return Payment.

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**PORT OF BROOKINGS HARBOR
MARINA BEST MANAGEMENT PRACTICES**

ENGINES AND BILGES

- Use absorbent bilge pads or socks to soak up oil and fuel.
- Recycle and/or dispose of petroleum products properly.
- Dispose of used oil filters properly and make sure they are thoroughly drained.
- Do NOT discharge bilge water if there is a sheen to it.
- Do NOT dispose of any fuels or used oil in the marina's dumpsters.
- Contact the Port Office for the nearest oil recycling locations.
- Fueling of boats inside marina slips is prohibited.
- Immediately report all releases of fuels, oils and observed sheens on water.

PAINTING AND VARNISHING

- It is prohibited to do any in-water hull scraping or any process that occurs underwater which removes paint from the boat hull.
- Limit the amount of open solvents or paints on dock to one gallon or less.
- Always mix paints and epoxy over tarp.
- Always use a drip pan and/or drop cloth (tarp) when painting.
- Spray painting is not allowed within the marina.
- Do NOT dispose of paints or solvents in the marina's dumpster.

SURFACE PREPARATION

- Use biodegradable, non-toxic, phosphate free cleaners and/or soaps.
- Liberally use tarps to capture all scrapings, debris and drips or use a vacuum sander.
- Stretch tarps between the side of the boat and the dock when working over the water.

SEWAGE

- Untreated sewage should never be discharged directly overboard.
- Store sewage in holding tanks and dispose of properly at pump-out stations.
- Ensure Marina Sanitation Devices (MSD's) Type I and II systems are working properly and discharge the treated waste only when your boat is underway (in coastal waters and rivers navigable from the ocean). DO NOT DISCHARGE ANY MSD while moored in the marina or at any time on inland lakes and reservoirs.
- Type III MSD's are NOT treatment systems; they are only holding tanks and are always required to use pump-out stations.
- Use shore-side facilities as often as possible.

SOLID WASTE DISPOSAL

- Pets must remain on a leash at all times and immediately pick up after your pet and dispose of the waste in a garbage receptacle.
- Harvested fish must be cleaned using the designated fish cleaning stations or on vessels and disposed of properly. All solid fish waste must be disposed of into garbage receptacles or as approved by OSMB, as it is illegal to dispose of fish carcasses in Oregon waterways.
- Dispose of all garbage in the proper shore-side receptacles.
- Recycle all plastics, newspapers, cardboard and aluminum in appropriate receptacles.

No open burning is allowed in the marina from petroleum-containing waste or garbage that would generate black smoke or noxious fumes.

Unattended storage items are not allowed on marina docks.

**ALL HAZARDOUS WASTE MUST BE DISPOSED OF PROPERLY. CONTACT THE PORT OFFICE FOR
MORE INFORMATION AT: (541) 469-2218**

Thank you for helping us to protect the environment and keep a clean and enjoyable facility!

Moorage License Agreement General Terms and Conditions

1. **MOORAGE SPACE:** The Port of Brookings-Harbor ("Port") grants to the designated Owner/Operator ("Licensee") a license for moorage of the designated vessel in the moorage space identified on the front of this Agreement. The Port reserves the right in its sole discretion and without notice to reassign any vessel or stored material to an alternate site of the Port's choosing, permanently or temporarily, to accommodate emergency situations, repairs or administrative needs.
2. **FEES & CHARGES: FEES ARE BASED ON SIZE OF SLIP OR LENGTH OF BOAT, WHICHEVER IS THE GREATER.** Fees for moorage are due and payable in advance for the entire term of this Agreement. Moorage fees are **NON-REFUNDABLE** in whole or in part for daily, weekly, monthly and semiannual payments. Annual moorage, upon 30-days' notice from Licensee, will be refunded on a pro-rated basis at monthly rates. In addition to items covered specifically in this Agreement, Licensee agrees to pay whatever other fees or charges for additional services provided by the Port. The Port shall have right to recover any and all costs, including attorney fees, associated with the collection of any sums hereunder, whether or not suit is filed, or incurred in the salvage, termination, removal or sale of the vessel or personal property pursuant to this Agreement or any applicable Port ordinance. Past due accounts will be assessed a late charge of \$1.00 or 1.5% per month (18% per annum) whichever is greater.
3. **UTILITIES:** The Port does not guarantee the functionality, continuity or characteristics of the electricity or water provided by the Port. All risk associated with electricity supply, including risk to any of the vessel's electrical components or circuitry is entirely at Licensee's risk. Water, power and trash are included in the moorage rate. Licensee is responsible for any abuse of utilities and will be charged accordingly during the term of moorage, whether the vessel is physically in the assigned slip or not.
4. **RULES AND REGULATIONS:** Licensee agrees to comply at all times with any and all Rules and Regulations promulgated by any Federal, State, Local or this Port. Further, Licensee agrees to abide by special requests made in the interests of public or vessel safety by Port Manager or his/her designee. It is Licensee's responsibility to stay abreast of all rules and regulations concerning vessel use and the use of Port facilities. A copy of the Port's Ordinance is available from the Port Office or website.
5. **INSURANCE:** Licensee agrees to provide a marine/watercraft insurance policy with general liability limits of at least \$500,000. Said policy must include coverage for wreck removal and fuel spill liability. The policy shall be endorsed to add the Port of Brookings Harbor as an additional insured and to provide not less than 30 day advance notice to the Port of any cancellation or modification of the policy. A copy of said insurance shall be provided to the Port. Failure to provide or keep in force such insurance shall be construed as a default of this Agreement and the Port will exercise its right to terminate.
6. **VESSEL ACCESS:** Licensee grants the Port free access at all times to the vessel for purpose of inspection for compliance with this Agreement or with Port ordinances, movement of the vessel, fighting fire or other casualty, or at the discretion of the Port, the prevention of any casualty or potential hazard. The Port assumes no responsibility for any damage that may occur arising from the assertion of this right.
7. **WAIVER OF RESPONSIBILITY:** The obligation of the Port under this Agreement is limited to furnishing a portion of dock space reasonably necessary for vessel moorage. The Port does not accept vessels or personal property for storage and accepts no responsibility or liability for the safe keeping thereof, including, loss of any kind, theft or damage of any kind or cause. Licensee is fully responsible for himself, his family, his employees, his invitees to the Port's premises, and for the vessel, and agrees to hold the Port harmless and free from all expense, including attorney fees, for claims for any damages, injury or loss resulting from the acts or omissions of Licensee, his family, his employees, invitees or arising from the vessel.
8. **ACCEPTANCE OF PREMISES:** Licensee acknowledges he has inspected the premises for use under this Agreement and accepts them in their present "AS-IS" condition. Licensee agrees to keep the assigned premises neat, clean, free of hazardous or flammable materials and to preserve the assigned space in as good condition and repair as is now or may be put hereafter by the Port. Unattended storage items are not allowed on marina docks.
9. **CONDITION OF VESSEL:** Licensee shall keep the vessel in seaworthy condition and fully operable at all times while in the water and shall secure and otherwise attend to the needs of the vessel. Failure to do so may result in the vessel being deemed a hazardous vessel in accordance with Port ordinance and removed at Licensee's risk and expense. Licensee understands that this action is taken to protect the Port and does not imply any responsibility for storage on the part of the Port. Upon the request of Port Licensee will promptly provide Port with a current report prepared by a marine surveyor accepted or approved by the Port confirming the seaworthiness of the vessel. All new semi-annual or annual moorage vessels to the Port of Brookings Harbor 30 years or older to provide a copy of marine survey conducted within the last 12 months.
10. **ASSIGNMENT, TRANSFER AND SUB-LEASE:** This license is not assignable or transferable to any other party. Licensee may replace vessel with another of like size with

the prior written consent of the Port, which consent shall be at the Port's sole discretion. Licensee may change operators but must notify the Port within 5 days with the particulars of the new operator, including name, address and telephone. Licensee must notify the Port at least 10 days prior to any sale of the vessel and prior to any transfer of title to the vessel the vessel must be removed or the new owner must be accepted as a new Licensee by the Port in writing, which acceptance shall be at the Ports sole discretion.

11. MOORAGE RENEWAL AND TERMINATION:

Vessels remaining on the Port's premises after the expiration of this agreement shall be deemed abandoned and subject to removal or sale by the Port, and the moorage fee shall thereafter be increased by 150% and continue to accrue until the vessel is removed, but the continuing accrual of moorage fees or payment thereof after termination shall not affect the effectiveness of the termination of this Agreement unless otherwise agreed in writing. The Port may, upon 30 days written notice cancel long term Moorage License Agreement for repeated violations of Port Ordinances, Rules or Regulations.

12. PORT'S RIGHTS UPON NON-PAYMENT OR

ABANDONMENT: Any vessel deemed to be abandoned for any of the reasons stated herein is subject to seizure by the Port. A vessel shall be deemed abandoned thirty (30) days from the due date of payment or the failure to renew and prepay the license. The Port may chain, lock or remove the vessel from its assigned location on the Port premises at its sole discretion and refuse access by Licensee to such property until all accounts are paid in full including the Ports costs of seizure, including attorney fees and other costs of collection. The Port shall not be responsible for any loss or damage to the vessel seized during the entire time said vessel remains in the Port's possession. At any time following the date of seizure the Port, in its sole discretion, may offer for sale to the highest bidder, upon public notice in accordance with the Port's ordinance, the vessel or property so seized.

13. CHANGE OF ADDRESS: Licensee is responsible to notify the Port of any change of mailing address or email address or change of telephone number. All billings will be deemed delivered when mailed to the address of record supplied by Licensee.

14. NON-WAIVER AND JURISDICTION: The failure of the Port to enforce all or any part of this Agreement shall not constitute a waiver of any rights, including that which may have failed to enforce, under this Agreement. This Agreement shall be construed under the laws of the State of Oregon.

15. PERSONAL GUARANTY OF PRINCIPAL OF CORPORATE OWNER/OPERATOR: All Moorage License Agreements with corporate Owners or Operators must be personally guaranteed by one or more controlling principal(s) of the corporate Owner/Operator. Any and all

Guarantor(s) signing this Agreement acknowledge that they are personally benefitted by this Agreement, and that they unconditionally guarantee the timely performance of all of the Licensee's obligations hereunder. The liability of each Guarantor under this Guaranty is not limited and extends to all of Licensee's obligations hereunder, including indemnities. The liability of each Guarantor is continuing, joint and several, and continues until all of Licensee's obligations hereunder have been fully satisfied. Guarantor(s) shall not be released by or because of the taking, or failure to take, any action that might in any manner or to any extent vary the risks of Guarantor under the Guaranty or that, but for this paragraph, might discharge or otherwise reduce, limit, or modify Guarantor's obligations under this Guaranty. Guarantor waives and surrenders to the fullest extent allowed by law any defense to any liability under this Guaranty based upon any such action by or on behalf of the Port. It is the express intent of Guarantor that Guarantor's obligations under this Guaranty are and shall be absolute, unconditional, and irrevocable. Guarantor agrees to pay all reasonable attorneys' fees and all other costs and expenses that may be incurred by the Port in the enforcement of the Guaranty or in the preservation, protection, or enforcement of any rights of the Port in any case commenced by or against Guarantor under the Bankruptcy Code (Title 11, United States Code) or any similar or successor statute.

16. "LICENSEE" FURTHER AGREES:

- No moorage will be allowed unless designated by the Port Manager or his/her representative. The right is reserved to refuse moorage if in the best interest of the "PORT".
- Departure from or cancellation of moorage space will not be recognized unless the "PORT" office is notified by the owner or operator and a record is made of the departure or cancellation.
- Annual moorage rates are described as paid in advance for one full year.
- All moorage rates will be paid according to overall length of "VESSEL" or length of dock, whichever is greater.
- Annual moorage rates not renewed by full payment within thirty (30) days of due date become delinquent and automatically revert to the monthly rate charge.
- All rentals which are thirty (30) days past due shall accrue a late payment charge of \$1.00 or 1.5% (18.0% APR), whichever is greater.
- All rates and charges of any "PORT" facilities or services are considered on a NO REFUND basis. Annual moorage, upon 30-days' notice from Licensee, will be refunded on a pro-rated basis at monthly rates.
- Personal subleasing or sublicensing of any "PORT" facilities is prohibited.
- Failure to pay for charges or misuse of "PORT" facilities may result in relinquishing all privileges or access to facilities and service of the Port of Brookings Harbor.
- The storage is a matter of license to use space rather than a bailment. "LICENSEE" agrees to hold "PORT" harmless from any responsibility for preservation, security, or protection of items stored within the storage facility.

- No fabrication or repair of hull, wheelhouse cabin or deck gear.
- No sandblasting, welding or fiber glassing.
- No exterior painting of hull, cabin or deck gear.
- No storage of hazardous materials or chemicals.
- All items must be kept on board "VESSEL".
- No storage of miscellaneous gear will be allowed on the docks around "VESSEL".

- No electrical service is available in storage yard without prior arrangements made with Harbormaster or Port Manager. Additional fees will be charged for this service.
- Licensee further agrees that before over the water "VESSEL" maintenance and repairs take place at the Port of Brookings Harbor, the "PORT" will be immediately contacted to ensure conformity with the State of Oregon Best Management Practices.
- The Port expressly retains, and does not waive, all rights and remedies provided under federal admiralty law.

ACTION ITEM – C

DATE: June 15, 2022
RE: Charters and Guides Sign and Agreement Form
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Last meeting the Board approved Sign Concept Design #2 for the charters and guides sign. The Board also approved developing an agreement for the use of the sign.
- Draft Charters and Guides Sign Agreement was reviewed by Port Legal.
- Draft sign concept with "You Are Here" map with proposed locations is attached for final approval.

DOCUMENTS

- Draft Charters and Guides Sign Agreement, 1 page
- Draft Sign Concept Design, 1 page
- Sample "You Are Here" map #1, 3 pages
- Sample "You Are Here" map #2, 1 page
- Proposed sign locations, 3 pages

COMMISSIONERS ACTION

- **Recommended Motion:**
Motion to approve proceeding with the sign concept design size with "You Are Here" map and locations as discussed.

**PORT OF BROOKINGS HARBOR
CHARTER AND GUIDE SIGN AGREEMENT**

DATE: _____

CHARTER OR GUIDE NAME: _____

CHARTER OR GUIDE MAILING ADDRESS: _____

CONTACT NAME: _____

CONTACT PHONE: _____

CONTACT EMAIL: _____

***CHARTER OR GUIDE NAME ON SIGN: _____
(_____ characters maximum)

***CHARTER OR GUIDE PHONE NUMBER ON SIGN: _____

CHARTER OR GUIDE SIGN TERMS:

1. **CHARTER OR GUIDE RECOGNITION.** Charter or Guide business will be recognized by the Port of Brookings Harbor by having its name and phone number displayed on designated signs provided by the Port of Brookings Harbor.
2. **SIGN FEE.** All costs of the first sign, as stated above, are included with the annual charter and guide fee (January 1 through December 31). Charter or Guide business must pay the Port of Brookings Harbor all costs related to any sign changes performed after installation of the first sign during the term of this agreement. Costs charged to the Charter or Guide business will include installation costs and Port of Brookings Harbor administrative fees.
3. **OWNERSHIP.** The Port of Brookings Harbor owns the signage prepared or updated in connection with this Agreement. The Port of Brookings Harbor may make changes to signage displays or locations at its sole discretion. Charter or Guide business will not make any adjustments to the location or contents of any sign owned by the Port of Brookings Harbor.
4. **TERMINATION.** Either party may terminate this agreement at any time and for any reason, or no reason at all, by providing the other party with written notice.
5. **NO PARTNERSHIP.** This agreement does not create any relationship of principal and agent or of partnership or joint venture between the parties and nothing herein shall be construed to make them agents, partners or joint venturers or impose any liability as such on either of them.
6. **ENTIRE AGREEMENT.** This is the entire agreement between the parties with respect to the subject matter herein. Any prior negotiations or implied promises that are not included in this agreement are of no force and effect.

CHARTER OR GUIDE BUSINESS:

PORT REPRESENTATIVE:

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

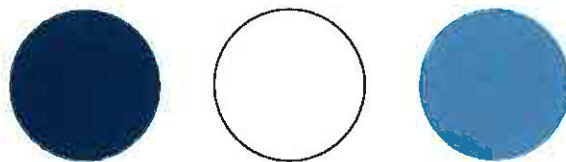
SIGN CONCEPT 2

PORT of BROOKINGS HARBOR

CHARTERS and GUIDES

DEEP SEA CHARTERS		RIVER GUIDES	
BROOKINGS FISHING CHARTER	541-813-1082	BROOKINGS FISHING CHARTER	541-813-1082
BROOKINGS FISHING CHARTER	541-813-1082	BROOKINGS FISHING CHARTER	541-813-1082
BROOKINGS FISHING CHARTER	541-813-1082	BROOKINGS FISHING CHARTER	541-813-1082
BROOKINGS FISHING CHARTER	541-813-1082	DIVE BOAT CHARTER	
BROOKINGS FISHING CHARTER	541-813-1082	CORAL SEA SCUBA	541-472-8111
6-PACK CHARTERS		KAYAK TOURS	
BROOKINGS FISHING CHARTER	541-813-1082	SOUTH COAST TOURS	541-373-0487
BROOKINGS FISHING CHARTER	541-813-1082		

COLOR PALETTE



TYPE FACE

GEORGIA - BOLD, UPPER CASE

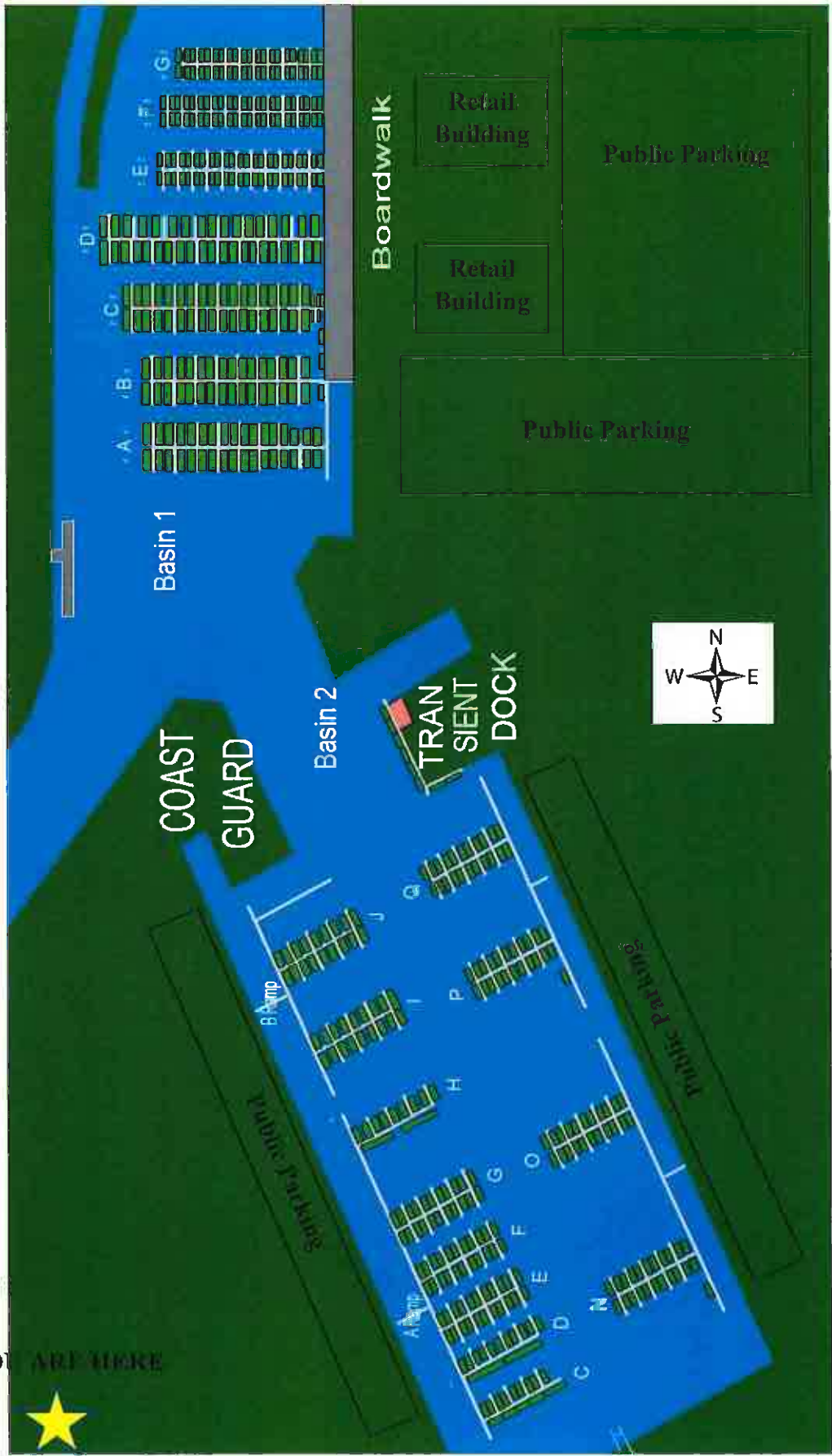
Georgia - Italic, Lower Case

TW CEN MT CONDENSED - BOLD, UPPER CASE

Boat Launch Parking Lot

#1

A
B
C
D
E
F
G
H
I
J
K
L
M
N



LOWER HARBOR ROAD

YOU ARE HERE

Beachfront RV Park

BOAT BASIN ROAD

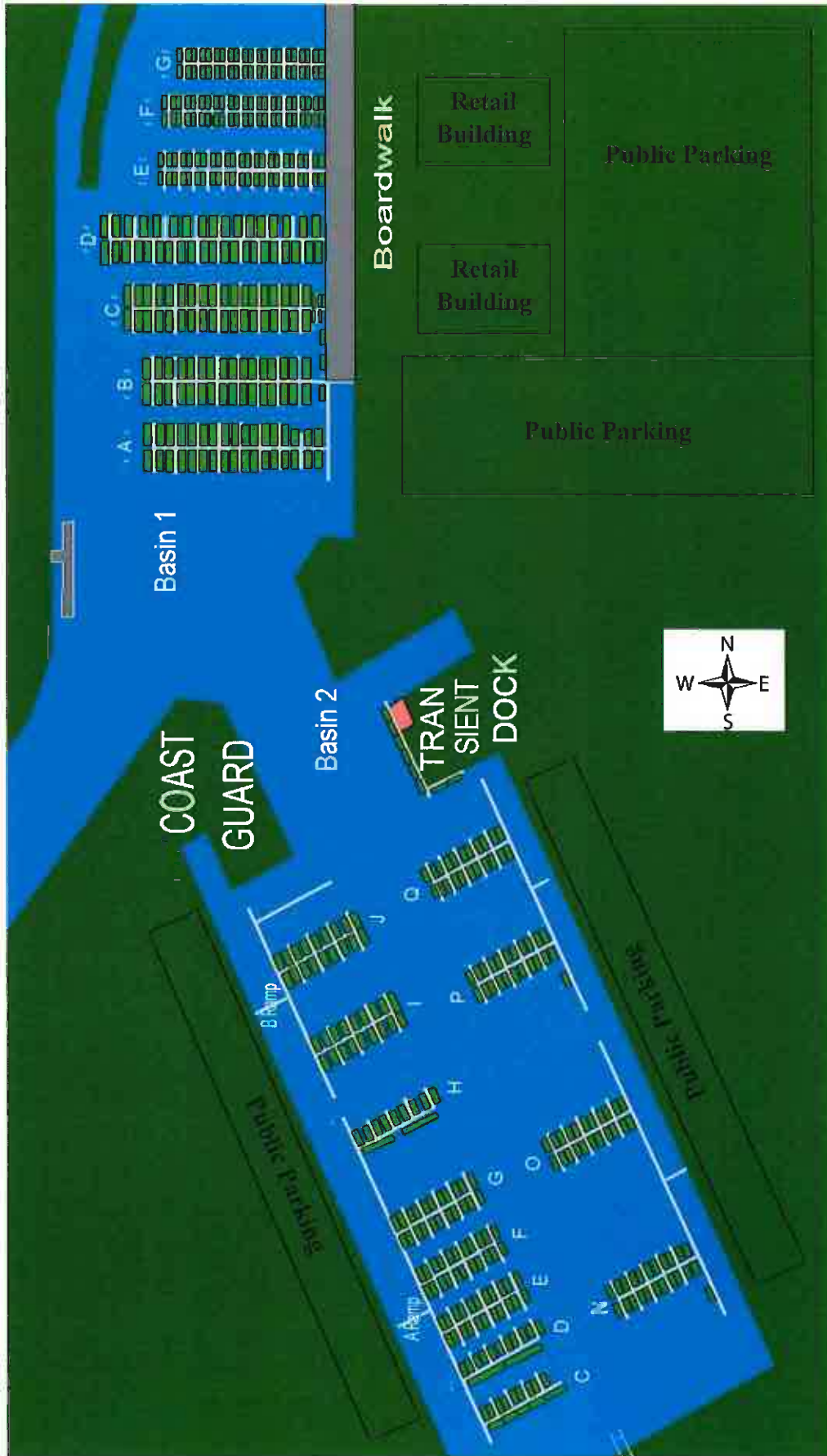
YOU ARE HERE



Boat Launch Parking Lot

#1

A
B
C
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N



Beachfront RV Park

BOAT BASIN ROAD

Boat Launch Parking Lot

A
B
C
D
E
F
G
H
I
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K
L
M
N



Beachfront RV Park

BOAT BASIN ROAD

LOWER HARBOR ROAD

Proposed "You Are Here" Map # 2



Remove other "You Are Here" for each sign location.

Location for Sign at Port Office



Location for Sign at Boat Launch Parking Lot



INFORMATION ITEM – A

DATE: June 15, 2022
RE: BOEM Wind Energy Farm Off the Coast of Brookings Oregon
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Yelena Nowak from Oregon Trawl Commission provided documentation for this discussion and wishes to speak to the Board about BOEM plan for the wind farm off the coast of Brookings Oregon.

DOCUMENTS

- Oregon Offshore Energy Development Slide Presentation from Yelena Nowak, 20 pages
- Oregon Coastal Caucus Letter to BOEM, 4 pages
- Port of Newport Letter to BOEM and Resolution 2022-5, 3 pages
- Port Orford Resolution 2022-01, 3 pages
- City of Newport Resolution No. 3954, 2 pages
- Draft Pacific Fishery Management Council Letter to BOEM, 10 pages
- Draft Port of Brookings Harbor Resolution, 2 pages



**Request to Port of
Brookings Harbor to take a
position on Oregon offshore energy
development**

Yelena Nowak
Oregon Trawl Commission
June 15, 2022



NOT anti-wind!

- Pro commercial and recreational industries
- Pro marine mammals and endangered birds
- Pro sustainable fisheries
- Pro coastal community economies
- Pro healthy marine environment
- Pro sound science & management
- Pro affordable energy



30 GW offshore by 2030

- Biden Administration commitment to 30 GW by 2030
- Bureau of Ocean Energy Management (BOEM) fast-tracking offshore leases
- No in-depth analysis on environmental or economic impacts upfront
- No cumulative impacts analysis is ever done
- No requirement to prove technology is safe for ocean habitat or marine wildlife

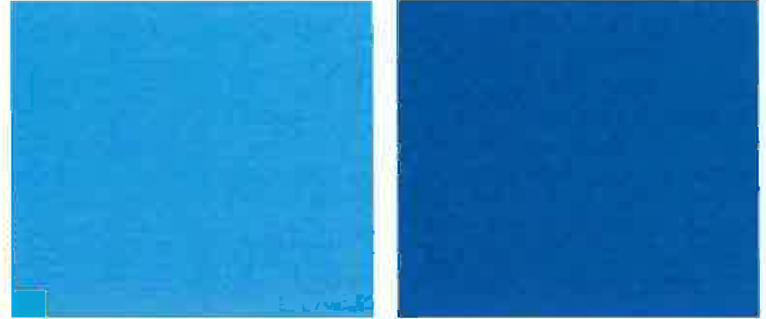
OR Legislature passes HB3375 in 2021



- Oregon Department of Energy (ODOE) to complete study
- Identify the challenges and opportunities of implementing 3 GW of offshore energy by 2030
- No deployment commitment
- 3 public meetings
- Results due to legislature September 15, 2022

Floating Offshore Wind

- Deepwater (greater than 60 fathoms) requires floating offshore platforms, not fixed
- Does not currently exist in the United States and is operational in only three places in the world
- Turbines are twice the size of the Statue of Liberty, anchor tethers even longer



From Draft ODOE Report, pages 29-30

Potential impacts to ocean and land users

1. Potential loss of commercial and recreational fishing grounds;
2. Potential impacts to fishermen's livelihoods;
3. Potential lasting impacts to the local economy;
4. Safety for fishermen and their equipment when fishing near or around floating offshore wind structures;
5. Potential conflicts with marine vessel traffic;
6. Potential impacts to taxpayers and electricity ratepayers;
7. Potential tradeoffs of increased renewable energy compared to cumulative impacts to fisheries, habitat, and ecological systems;
8. Potential impacts to wildlife important to Tribes; and
9. Potential viewshed impacts.

From ODOE Draft Report, Page 30

Potential Environmental Impacts

1. Disturbance of seafloor habitat;
2. Changes in water quality from sedimentation or contaminants;
3. Increase in ambient acoustic levels underwater;
4. Increase in the risk of vessel collisions with wildlife;
5. Wildlife disturbance from construction and operation activities;
6. Operational noise of turbines and construction and maintenance activities;
7. Seabird and bat collision with rotating turbine blades;
8. Marine mammal interactions with underwater structures;
9. Habitat changes associated with underwater structures;
10. Perching and haul-out effects;
11. Electromagnetic disturbances from inter-array cables, offshore substations, and export cables;

From Draft ODOE Report, Page 30 continued

Potential Environmental Impacts

12. Disturbance of threatened or endangered wildlife species from the noise associated with horizontal direction drilling for transmission line improvements;
13. Removal of threatened or endangered plant species or sensitive natural communities during ground-disturbing activities;
14. Loss of wildlife habitat;
15. Hydrological interruption or the placement of fill in jurisdictional water bodies;
16. Increased risk of bird collision with transmission line improvements; and
17. The introduction and spread of terrestrial invasive plant species.

Are the trade-offs worth the rush to offshore wind?



NEGATIVE Impacts to fishing industry

- INTERFERENCE** with food security
- HARM** to underserved communities
- LOSS** of jobs to coastal communities
- HARM** to endangered species
- DISPLACEMENT** of current port activities
- MAINTAINS HARMFUL** impacts
- DISRUPTION** to NOAA surveys critical to sustainable fisheries management
- LACK** of environmental justice
- UNAFFORDABLE** energy



#ProtectUSFishermen



SUSTAINABILITY COMMUNITY

Protect US Fishermen RALLY

May 10, 2021 - Coos Bay, OR

Protect US Fishermen

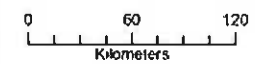
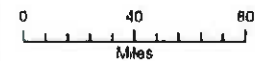
WE ARE UNITED

5:30 pm - Coos Bay Wharftown Pavilion
 6:30 pm - Parade to Coos Bay History Museum
 8:30 - 11:30 pm - Oregon Seafood BBQ in the big tent outside the History Museum



Oregon Call Areas

- Coos Bay Call Area
- Brookings Call Area



Map Date: 04/22/2022

BOEM
Bureau of Ocean Energy
Management

FAC_10018

Excerpt from June 3rd Coastal Caucus Letter to BOEM

Along with the fishermen, seafood processing workers, related marine business owners and others who have a stake in fishing that overwhelmingly spoke with great apprehension, environmental groups and individuals echoed serious concerns of the existing call areas as well. These concerns were regarding the call area locations and the incredible ocean ecological resources off Oregon, which is the 4th best in the world. This is caused by two main factors: the California Current and Upwelling. There were serious concerns expressed again, by all stakeholder groups, that the existing call areas could have serious negative impacts on these two main factors that drive the abundance of Oregon's ocean ecosystem.

Excerpt from Port of Newport May 24th Resolution

In the absence of a comprehensive peer reviewed economic analysis (as part of an EIS) there is no real understanding of the potential economic impacts to coastal communities and the state of Oregon, and relevant tradeoffs. If we assumed that the Call areas were completely developed the loss of Oregon fishing revenues may total 10-20% or more of today's value. That would equate to an annual loss of \$18-\$35 million in exvessel value and \$45-\$90 million in local and state household income. Over thirty years (the equivalent of the life expectancy of a windmill) that would equate to the loss of more than a \$500 million to \$1 billion in exvessel value and \$1.4 to \$2.7 billion in household income.

Asks

- Slow down current process
- Robust analysis upfront on the environmental and economic impacts of turbine farms
- Analyze cumulative impacts (Washington and California efforts)
- Analyze transmission line impacts
- Create a transparent process that includes all stakeholders
- Consider a small demonstration site first (similar to PacWave)





Do we need to risk our oceans and the California current to solve the climate crisis? NO!





How can we battle the climate crisis now?

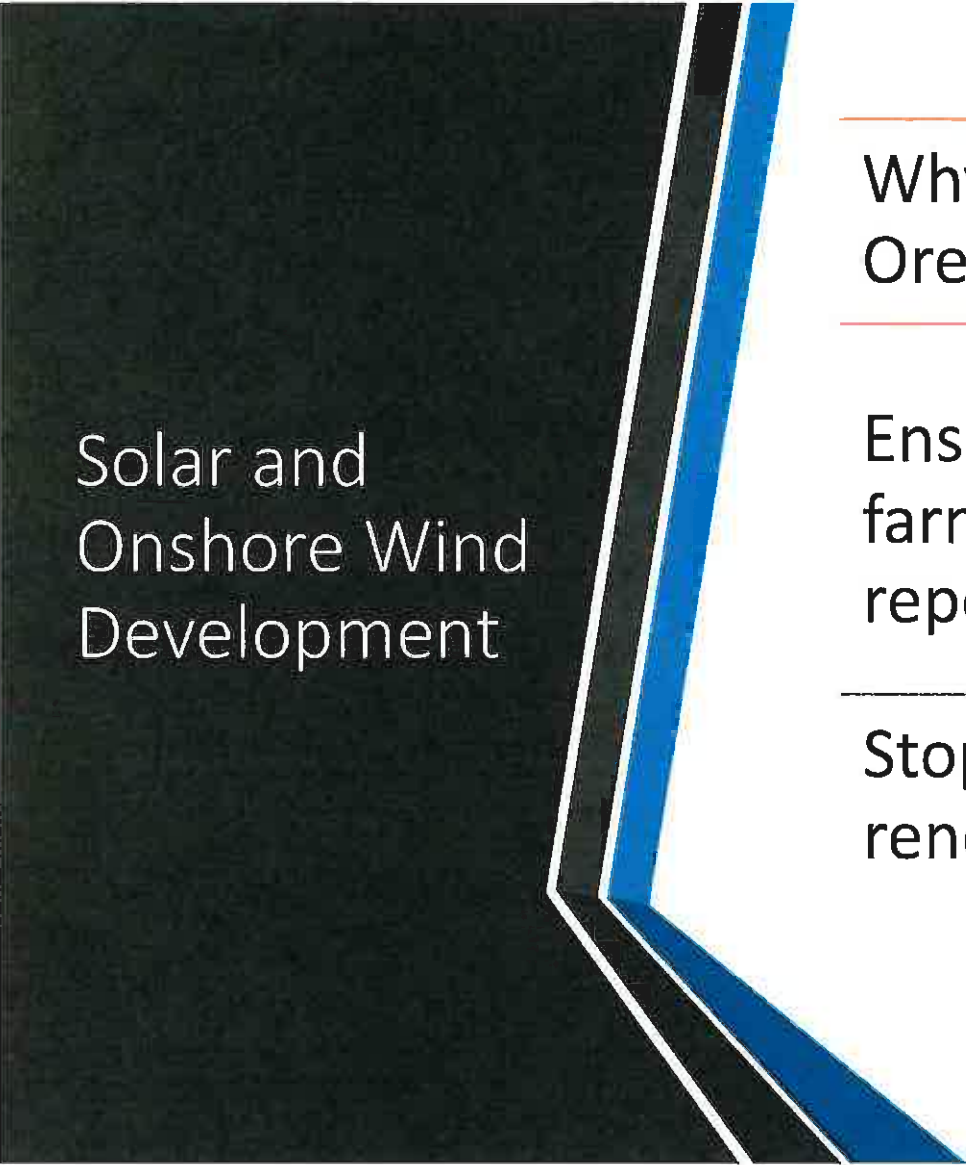
- Oregon has significant solar generation potential, with a 2020 NREL study estimating annual technical potential for solar in Oregon at 1,775 terawatt hours; Oregon's total electricity demand in 2018 was around 51 terawatt hours.

Onshore Wind Energy

Onshore wind is the second largest zero carbon emitting electricity resource in Oregon next to hydropower. Wind power makes up 11.6% of Oregon's electricity generation and 4.7% of Oregon's energy consumption.

Oregon is 9th nationally in terms of potential onshore wind capability.






Solar and
Onshore Wind
Development

Why not solar on every structure in Oregon?

Ensure existing terrestrial wind farms are operating at capacity and repower as necessary

Stop transferring Oregon's renewable energy out of Oregon



Solar and Onshore Wind Development

We know the impacts of these existing technologies

Onshore development less expensive, easier to maintain and produce less expensive energy for the consumer

Start fighting climate crisis now, versus ten years from now (offshore wind will take years to be operational)



Other Groups Approached

- Port of Newport (May 24)
- Newport Fishermen's Wives (June 2)
- City of Newport (June 6)
- Port of Astoria (June 7)
- City of Toledo (June 15)
- Port of Toledo (June 21)
- Lincoln County Commissioners TBD
- Port of Siuslaw TBD
- Port of Depot Bay TBD



Thank you for your consideration.



Oregon Coastal Caucus

Rep. David Gomberg, Chair
Sen. Dick Anderson, Vice Chair
Sen. Rachel Armitage
Rep. David Brock Smith
Sen. Dallas Heard
Rep. Boomer Wright
Rep. Suzanne Weber

May 27th, 2022

Mr. Douglas Boren
Pacific Regional Director
Bureau of Ocean Energy Management
US Department of the Interior
Pacific OCS Region
760 Paseo Camarillo
Camarillo, CA 93010

Dear Director Boren:

The Coastal Caucus is a bicameral bipartisan caucus of Oregon State Legislators that represent all Oregon Coast legislative districts. We look at issues facing the coast based on geography rather than partisanship. More importantly, our lens identifies how a particular issue affects our constituents as a whole, their communities, industries, and the economies of our coastal legislative districts.

Leading up to the Department of Interior's intent through BOEM to create areas for offshore wind development off the Oregon Coast, we were engaged with stakeholders. After the announcement of the current proposed call areas, we immediately began hearing from constituents within our coastal legislative districts with concerns.

To better receive input from our coastal constituents and garner needed broad engagement from our stakeholders, throughout May the Coastal Caucus partnered with the Coquille Indian Tribe and others where we initiated six listening sessions along the Oregon Coast from Brookings to Astoria. There was great attendance at each listening session from a broad group of community members including tribal, commercial and recreational fishing, fish/seafood processors, environmental organization representatives, business owners and community members at large. The overwhelming consensus across stakeholder groups were serious concerns and great apprehension of the existing call areas.

During the 2021 Oregon Legislative Session, the Oregon Legislature passed HB 3375. This legislation directed the Oregon Department of Energy to study the benefits and challenges of integrating up to three gigawatts of floating offshore wind energy into Oregon's electric grid. The legislation in part says, "Section 1 (g) Understanding the impacts, benefits, opportunities and barriers of floating offshore wind energy with respect to Oregon's fishing communities, ocean and shore-side recreational users, tribes, ports, coastal ecosystems, natural resources, manufacturing industry, maritime sector, disaster recovery planning, workforce development and electricity ratepayers can maximize the benefits to this state, while minimizing the conflicts between floating offshore wind energy, the ocean ecosystem and ocean users." Additionally, "Section 1 (2) (b) It is further the goal of this state that the planning described in this subsection be conducted in a manner that will maximize benefits to this state while minimizing conflicts between floating offshore wind energy, the ocean ecosystem and ocean users." Through the process of engagement with stakeholders along the





Oregon Coastal Caucus

Rep. David Gomberg, Chair
Sen. Dick Anderson, Vice Chair
Sen. Rachel Armitage
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Sen. Dallas Heard
Rep. Boomer Wright
Rep. Suzanne Weber

coast, the overwhelming consensus was again serious concerns with the existing call areas regarding impacts to existing and future user groups, negative environment impacts, as well as barriers to the accessibility of our exceptionally sustainable fishing habitat.

The commercial seafood industry alone is an over \$700 million-dollar economic driver to our state and generates approximately 7,000 full-time jobs, most of which are in our districts along our coast. These numbers do not reflect the support industries to these fishermen, such as welders, ship builders, pipe fitters, engineers, hydraulic workers, industry store staff and more. Additionally, the economic multiplier of these fishing dollars is in upwards of 7 times in our coastal communities and around the state. This supports families through living wages across our coastal community's business sectors. Unfortunately, many of our coastal communities have seen generations of poverty and have struggled economically particularly in recent years, and they simply cannot afford another blow that will impact their economies through the loss of fishing grounds and associated jobs.

Along with the fishermen, seafood processing workers, related marine business owners and others who have a stake in fishing that overwhelmingly spoke with great apprehension, environmental groups and individuals echoed serious concerns of the existing call areas as well. These concerns were regarding the call area locations and the incredible ocean ecological resources off Oregon, which is the 4th best in the world. This is caused by two main factors: the California Current and Upwelling. There were serious concerns expressed again, by all stakeholder groups, that the existing call areas could have serious negative impacts on these two main factors that drive the abundance of Oregon's ocean ecosystem.

We recognize that data is critically important and we also have serious concerns regarding the BOEM process in these and other areas. Our coastal commercial and recreational ocean users are subject to some of the strictest science-based regulations in the world. They have strict no kill and other limits on bycatch and whale entanglement, to name a few. Through their industry process, fishermen must deal with several federal and state agencies, including NOAA and the PFMC. These two agencies lead the science-based regulations on our ocean users, yet they are subsidiary and only somewhat advisory to BOEM. This is a serious problem on multiple levels as BOEM consistently disregards concerns from NOAA and the PFMC in their process. BOEM also does not have to work through an EIS until after call and lease areas are identified, which is unlike the process for any other user. Even then, the process is not nearly extensive enough to detail the concerns laid out in the previous paragraph. We call on our Federal Elected Delegation to draft and pass legislation in Congress to regulate BOEM's process in relation to offshore wind so that NOAA and the PFMC have regulatory input in BOEM's siting authority, as they do with other ocean users. We ask that an EIS conform to that of other ocean users, and that BOEM adhere to their existing plain text policy statement governing their process which reads, "The right to navigation and fishing therein shall not be affected."

While wind energy fits in the state's goal of moving toward a more renewable future for Oregon, steps must be taken to ensure that existing ocean users and our coastal communities are prioritized.



Oregon Coastal Caucus

Rep. David Gornberg, Chair
Sen. Dick Anderson, Vice Chair
Sen. Rachel Armitage
Rep. David Brock Smith
Sen. Dallas Heard
Rep. Boomer Wright
Rep. Suzanne Weber

As legislators who represent the fishing/seafood industry in our districts, it is important to listen closely to the sport and commercial fishermen, processors, related marine user businesses, our environmental organizations and individuals to make sure that both wind and the seafood industry can thrive, and that our world renowned and uniquely abundant ocean ecosystem is not harmed.

The Oregon Legislative Coastal Caucus agrees with much of Governor Brown's letter of January 13th, 2022. After extensive stakeholder and community input, we believe for FOSW to move forward off Oregon, the following suggestions would help avoid economic and environmental conflicts so that both industries could work productively:

- Slow down the process to better understand the risks and uncertainties to the ecosystem, economics and coastal communities. Over six hundred citizens representing the seafood industry, ocean users, environmental groups, and other stakeholders participated in our recent listening sessions. Clearly there is broad interest, and a need to better hear these concerns.
- Locate turbines beyond 1300 meters in depth. In this regard we agree with Governor Brown. The best available data suggests that this would reduce the impact on the California Current and Upwelling. Technology continues to improve for FOSW, and placement at these depths would mitigate related issues by the time turbines are actually manufactured and placed off Oregon.
- Fully review all the concerns about marine habitat, marine bird and mammals and environmental impacts. Fully review the effect of longer transmission lines on energy costs. Fully review any effect on ocean navigation. Fully review commercial fishing outside 1300 meters.
- As Governor Brown also stated in her letter, prioritize the specific location of Call Areas or any Wind Energy Areas identified in the future to achieve the highest gain, but with the least amount of geographic ocean coverage.
- Prioritize the best use of the areas in terms of economic benefit to Oregon and the Oregon Coast. The seafood industry plays a huge part in our coastal communities and is an important economic driver for our entire state. Reduction in the ability of the commercial fishing fleets to access fishing grounds also reduces the public's access to a publicly held resource.

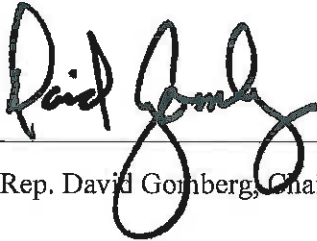
While we recognize the potential benefits of offshore wind development, we are deeply concerned about the impacts to our coastal economy, the marine environment and to the entire state of Oregon. Please consider to the greatest extent possible, the concerns coming from our fishing community and all of those who are stakeholders in one of the best-managed, most sustainable fisheries, and one of the most ecologically abundant and diverse ocean ecosystems in the entire world. We stand ready to weigh in and work constructively on this matter, however, it should not come at the cost of family wage jobs and the commercial seafood industry that is so critical to our Oregon Coastal constituents, their communities and the businesses that support them.



Oregon Coastal Caucus

Rep. David Gomberg, Chair
Sen. Dick Anderson, Vice Chair
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Rep. Suzanne Weber

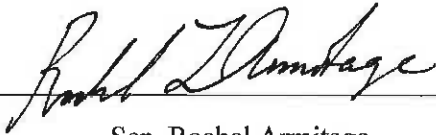
Sincerely,



Rep. David Gomberg, Chair



Sen. Dick Anderson, Vice Chair



Sen. Rachel Armitage



Rep. David Brock Smith



Rep. Suzanne Weber



Rep. Boomer Wright



Sen. Dallas Heard

CC:
Oregon Department of Energy
Oregon Department of Land Conservation and Development
Oregon Governor Brown
US Senator for Oregon Ron Wyden
US Senator for Oregon Jeff Merkley
US Representative Peter DeFazio
US Representative Kurt Schrader
US Representative Suzanne Bonamici
US Representative Cliff Bentz
US Representative Earl Blumenauer



600 S.E. BAY BOULEVARD NEWPORT, OREGON 97365 PHONE (541) 265-7758 FAX (541) 265-4235 www.portofnewport.com

May 25, 2022

Dr. Whitney Hauer, Renewable Energy Specialist
Bureau of Ocean Energy Management
Office of Strategic Resources
760 Paseo Camarillo (Suite 102)
Camarillo, California 93010

Re: Oregon Coast - Offshore Wind Energy

Dear Dr. Hauer,

The Port of Newport is home to one of the largest and most valuable fishing fleets in the State of Oregon, as well as to one of the largest recreational marinas in the region. We are also home to the Oregon Coast Aquarium, Oregon State University Hatfield Center, NOAA's Pacific's fleet and other various fishing dependent industries.

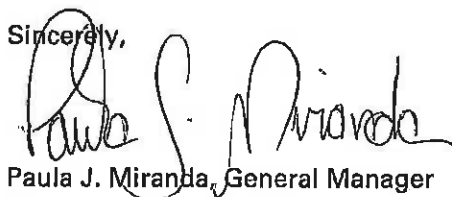
With Lincoln County surpassing the State and the US in unemployment, fishing, recreation, and science research are key components of our economy.

Our Port Commission recently met in a work session and again in a regular session to discuss BOEM's ongoing efforts regarding offshore wind energy, after hearing from several stakeholder's concerns.

The outcome is the attached resolution from the Port of Newport Commission addressing some of the concerns and providing some recommendations regarding offshore wind energy on the Oregon Coast.

Please feel free to contact me should you have any questions at (541) 265-7758.

Sincerely,



Paula J. Miranda, General Manager

Cc: Jason Sierman, Oregon Department of Energy
Governor Kate Brown's Office
Senator Jeff Merkley
Senator Ron Wyden
State Senator Dick Anderson
State Representative David Gombert

**PORT OF NEWPORT
RESOLUTION 2022-05**

**A RESOLUTION AUTHORIZING THE PORT OF NEWPORT
TO SEND THE BUREAU OF OCEAN ENERGY MANAGEMENT (BOEM)
AND THE OREGON DEPARTMENT OF ENERGY (ODOE) A LETTER WITH
RECOMMENDATIONS REGARDING OFFSHORE WIND ENERGY**

WHEREAS the Port of Newport Commission recognizes that offshore wind energy may be an important component to our state's transition to cleaner energy; and

WHEREAS the Port of Newport also values the commercial and recreational fishing fleets, as well as the science research vessels from NOAA and OSU, and recognizes their significant economic contributions to the national, state, regional and local economy as well as the Port of Newport; and

WHEREAS harvesters, processors, marine suppliers and more all benefit from Oregon's sustainable fisheries. Fishing-related jobs can make up as much as 18-20% of the earned income in Lincoln County annually and the seafood industry supports thousands of jobs in rural Oregon. A fishing dollar turns over many times in the community and an authentic working waterfront is also a tremendous draw for the tourism industry; and

WHEREAS the Port of Newport believes certain steps should be taken to ensure that existing ocean users and stakeholders are protected in the process with the following recommendations:

1. Throughout any development process require state and federal agencies to be transparent about the process of identifying and implementing offshore wind developments by embracing the "Oregon Way" public process that includes the Oregon fishing industry, environmentalists, coastal communities, and our state and federal political and congressional delegations, sit down with BOEM as equal partners, develop a rational process with authentic discussion, conduct the requisite EIS analysis, analyze the real costs and benefits, evaluate test sites, and develop a rational decision that minimize costs and maximize benefits to Oregon and the nation.
2. Move all Oregon call areas outside of 1,300 meters to avoid displacing current sustainable fishery activities – these fisheries have great importance to Lincoln County and Oregon's economies.
3. Enact a moratorium on developing large scale wind turbine farms until all the risks to marine mammals, sea birds, fisheries and the marine environment are clearly understood.
4. Meet all NEPA requirements and conduct a comprehensive programmatic EIS before leases are granted instead of at the end of the process. This includes cumulative impacts and transmission line impacts. Include an analysis of the transmission lines that will bring

- the energy to shore and examine the cumulative impacts to current ocean users from adjacent wind energy developments in Northern California and Washington.
5. In the absence of a comprehensive peer reviewed economic analysis (as part of an EIS) there is no real understanding of the potential economic impacts to coastal communities and the state of Oregon, and relevant tradeoffs. If we assumed that the Call areas were completely developed the loss of Oregon fishing revenues may total 10-20% or more of today's value. That would equate to an annual loss of \$18-\$35 million in exvessel value and \$45-\$90 million in local and state household income. Over thirty years (the equivalent of the life expectancy of a windmill) that would equate to the loss of more than a \$500 million to \$1 billion in exvessel value and \$1.4 to \$2.7 billion in household income.
 6. Given the considerable fishery values generated from the call areas, the productivity of the California Current System, and the potential impacts to marine species and ecosystems/habitats, we slow down the process because of significant risks and uncertainties.
 7. Consider a small demonstration site (like PacWave) to test the technology. Floating offshore wind does not currently exist in operation in the United States, and it is unclear whether the technology can withstand the harsh elements of the Pacific Ocean.

NOW THEREFORE, THE PORT OF NEWPORT BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:

The General Manager of the Port is directed to send a letter to the Bureau of Ocean Energy Management (BOEM) and to the Oregon Department of Energy (ODOE) highlighting the above listed recommendations.

APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS this May 24, 2022.

ATTEST:

James Burke

James Burke (May 25, 2022 10:04 PDT)

James Burke, President

Walter Chuck

Walter Chuck, Secretary/Treasurer

**BEFORE THE BOARD OF COMMISSIONERS
OF THE
PORT OF PORT ORFORD DISTRICT**

RESOLUTION 2022-01

*A Resolution of the Board of Commissioners of the
Port of Port Orford District (District)*

Resolved by the Board of Commissioners of the District:

WHEREAS, the economic activity of the District comprises 30% of the workforce of Port Orford; and

WHEREAS, the majority of this economic activity is driven by commercial seafood harvest and processing; and

WHEREAS, commercial seafood harvest is dependent on both the health of the ecosystem found in the commercial fishing grounds of the region, and access to these resources; and

WHEREAS, in 2012, the City of Port Orford recognized the Port Orford Community Stewardship Area through Ordinance 2012-04, which states "The Port Orford Community Stewardship Area is biologically diverse and encompasses terrestrial, freshwater, intertidal, and ocean environments. The Stewardship Area is 1,320 square miles and includes 385 square miles of terrestrial habitat and 935 square miles of ocean habitat." and "The City of Port Orford recognizes the Port Orford Community Stewardship Area because activities that take place therein have an impact on the economy and natural resource base of the City.; and

WHEREAS, the District is engaged in marine stewardship through the support of collaborative ocean research and support for the nearby Redfish Rocks Marine Reserve and Marine Protected Area; and

WHEREAS, the District supports workforce development initiatives dependent upon the health of the living resources found in the surrounding oceans; and

WHEREAS, for these reasons, the District supports the development of offshore wind facilities outside of the traditional fishing grounds of the Port Orford fleet; and

Now, therefore the district resolves as follows:

1. The District supports the reduction of carbon emissions through the development of clean energy alternatives.
2. The District opposes the development of offshore wind projects inside the Port Orford Stewardship Area and a surrounding 25 mile buffer zone.
3. The District requests a meeting with DLCD and BOEM to discuss implementation details of this resolution.

This Resolution is hereby adopted and approved by the Board of Directors of the Port of Port Orford District and the FERC is hereby requested not to sell wind energy lease holdings within the Port Orford Stewardship Area and a surrounding 25-mile buffer zone.

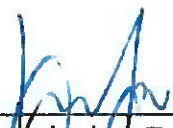
PASSED AND ADOPTED by the Board of Directors as a Resolution of the Port of Port Orford District at a regular Board Meeting held on the 18th day of January 2022, by the following vote:

AYES:4

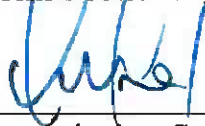
NOES:1

ABSTAIN: 0

ABSENT: 0



Commission President



Commission Secretary

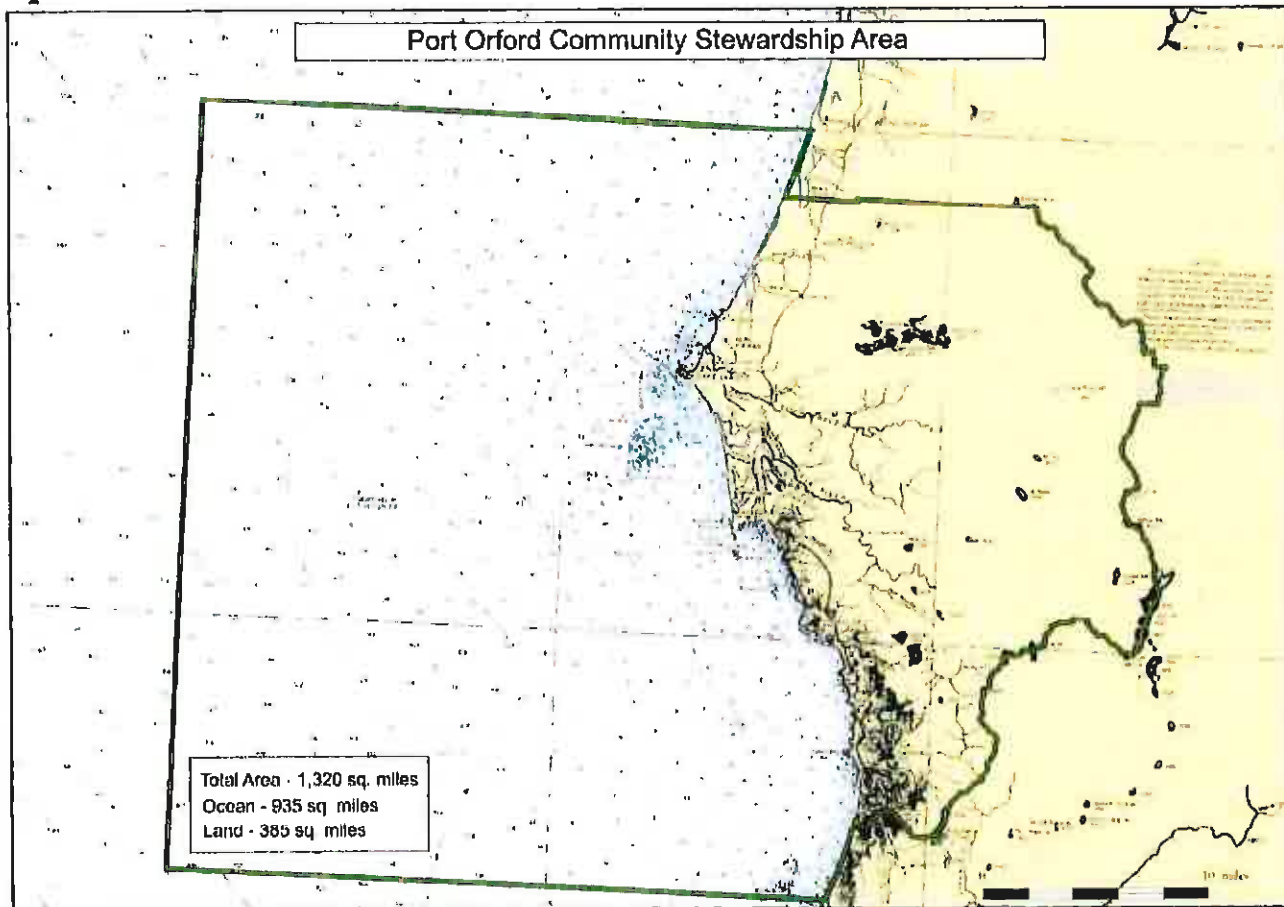
DATED: _____
February 16, 2022

Port Orford Community Stewardship Area

Description:

The Port Orford Community Stewardship Area is biologically diverse and encompasses terrestrial, freshwater, intertidal, and ocean environments. The Stewardship Area is 1,320 square miles, and includes 385 square miles of terrestrial habitat and 935 square miles of ocean habitat. The area is 30 miles long (north to south), extends 18 miles offshore (west), and encompasses the Elk and Sixes River watersheds.

Map:



Source:

STEWARDSHIP PLAN - *Integrating Stewardship, Access, Monitoring and Research: Port Orford Community Stewardship Area*. Prepared for Port Orford Ocean Resource Team by Pacific Marine Conservation Council and Golden Marine Consulting, January 2008.

City Use of Stewardship Area Map:

The City of Port Orford recognizes the Port Orford Community Stewardship Area because activities that take place therein have an impact on the economy and natural resource base of the City. Recognizing that the City of Port Orford has jurisdiction for land use planning within the Port Orford City Limits and responsibility for lands lying within the City's Urban Growth Boundary only as set forth through Agreement with Curry County and as set forth in Oregon law, City support of activities within the Port Orford Community Stewardship Area will be considered on a case-by-case basis.

CITY OF NEWPORT

RESOLUTION NO. 3954

**A RESOLUTION AUTHORIZING THE CITY OF NEWPORT
TO SEND THE BUREAU OF OCEAN ENERGY MANAGEMENT (BOEM)
AND THE OREGON DEPARTMENT OF ENERGY (ODOE) A LETTER WITH
RECOMMENDATIONS REGARDING OFFSHORE WIND ENERGY**

WHEREAS the Newport City Council recognizes that offshore wind energy may be an important component to Oregon's transition to cleaner energy; and

WHEREAS the Newport City Council values the commercial and recreational fishing fleets, as well as the science research vessels from NOAA and OSU, and recognizes their significant economic contributions to the national, state, regional and local economy; and

WHEREAS harvesters, processors, marine suppliers, and more all benefit from Oregon's sustainable fisheries. Fishing-related jobs can make up as much as 18-20% of the earned income in Lincoln County annually and the seafood industry supports thousands of jobs in rural Oregon. A fishing dollar turns over many times in the community, and an authentic working waterfront is also a tremendous draw for the tourism industry; and

WHEREAS the Newport City Council believes certain steps should be taken to ensure that existing ocean users and stakeholders are protected in the process with the following recommendations:

1. Throughout any development process require state and federal agencies to be transparent about the process of identifying and implementing offshore wind developments by embracing the "Oregon Way" public process that includes the Oregon fishing industry, environmentalists, coastal communities, and our state and federal political and congressional delegations, sit down with BOEM as equal partners, develop a rational process with authentic discussion, conduct the requisite EIS analysis, analyze the real costs and benefits, evaluate test sites, and develop a rational decision that minimize costs and maximize benefits to Oregon and the nation.
2. Move all Oregon call areas outside of 1,300 meters to avoid displacing current sustainable fishery activities - these fisheries have great importance to Lincoln County and Oregon's economies.
3. Enact a moratorium on developing large-scale wind turbine farms until all the risks to marine mammals, sea birds, fisheries and the marine environment are clearly understood.
4. Meet all NEPA requirements and conduct a comprehensive programmatic EIS before leases are granted instead of at the end of the process. This includes cumulative impacts and transmission line impacts. Include an analysis of the transmission lines that will bring the energy to shore and examine the cumulative

impacts to current ocean users from adjacent wind energy developments in Northern California and Washington.

5. In the absence of a comprehensive peer reviewed economic analysis (as part of an EIS), there is no real understanding of the potential economic impacts to coastal communities and the state of Oregon, and relevant tradeoffs. If we assumed that the Call areas were completely developed, the loss of Oregon fishing revenues may total 10-20% or more of today's value. That would equate to an annual loss of \$18-\$35 million in ex-vessel value and \$45-\$90 million in local and state household income. Over thirty years (the equivalent of the life expectancy of a windmill) that would equate to the loss of more than a \$500 million to \$1 billion in ex-vessel value and \$1.4 to \$2.7 billion in household income.
6. Given the considerable fishery values generated from the call areas, the productivity of the California Current System, and the potential impacts to marine species and ecosystems/habitats, the process should be slowed down because of significant risks and uncertainties.
7. Consider a small demonstration site (like Pac Wave) to test the technology. Floating offshore wind does not currently exist in operation in the United States, and it is unclear whether the technology can withstand the harsh elements of the Pacific Ocean.

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

The Mayor of the City of Newport is directed to send a letter to the Bureau of Ocean Energy Management (BOEM), and to the Oregon Department of Energy (ODOE) highlighting the above listed recommendations.

This Resolution is effective immediately on adoption.

Adopted on the sixth day of June 2022.

Dean H. Sawyer, Mayor

ATTEST:

Erik Glover, Assistant City Manager/City Recorder

**DRAFT Pacific Fishery Management Council Letter to the Bureau of Ocean Energy
Management on Oregon Offshore Wind Call Areas**

To Whom It May Concern;

The Pacific Fishery Management Council (Council) appreciates the opportunity to comment on the Bureau of Ocean Energy Management's (BOEM) *Request for information and Nominations: Commercial Leasing for Wind Energy Development on the Outer Continental Shelf Offshore Oregon* (Call). The Council offers the following comments which describe the Council's major concerns and recommendations for future actions related to Oregon Call Areas.

On April 29, 2022, BOEM published the Call, inviting "*comments and information regarding site conditions, resources, and multiple uses in close proximity to or within the Call Areas*". The purpose of the Call is to collect information regarding several items of particular interest to the Council, including:

- Geological, geophysical, and biological conditions, activities, uses of the Outer Continental Shelf (OCS) including fishing use, fishing gear, and navigation
- Data and information concerning renewable energy resources and environmental conditions, other relevant socioeconomic, cultural, biological, and environmental information
- Information on coastal or onshore activities needed to support offshore wind development, such as port and transmission infrastructure, and associated potential impacts to recreation, scenic, cultural, historic, and natural resources, relating to those activities.
- Any other relevant information BOEM should consider during its planning and decision-making process for the purpose of identifying areas to lease in the Call Areas

The Council has been very engaged in the Pacific Coast OSW planning process and anticipates continued engagement as BOEM moves forward with OSW development planning, leasing, and related activities. The Council submitted a [comment letter](#) to BOEM on November 24, 2021, describing several areas of concern and making several recommendations for moving forward. Attached to that November 24, 2021, letter were other comment letters the Council has submitted on Pacific Coast OSW development, and we ask that it be incorporated by reference. In addition, we reiterate many of our previously expressed concerns here. Many of our concerns remain unaddressed, although we recognize and appreciate that the proposed Bandon Call Area was removed from further consideration, based on substantial concerns about high value habitat areas as well as important fishing grounds.

The Council has responsibility to manage marine commercial and recreational fisheries in a manner that:

- Ensures a sustainable and safe domestic seafood supply and cultural benefits from fisheries, by achieving and maintaining, on a continuing basis, the optimum yield from each fishery;
- Protects ecosystem health and sustainability, including protection of essential fish habitat (EFH) and ecosystem services; and.

- Minimizes long-term economic and social effects to fisheries and fishing-dependent communities, in part by improving the ability to adapt to climate change and competing ocean uses.

The Magnuson-Stevens Fishery Conservation and Management Act (MSA) guides the Council's actions and includes requirements to protect EFH to the extent practicable, from both fishing and non-fishing impacts. The MSA and implementing regulations (50 CFR §600.805 *et seq.*) include several other provisions aimed at conserving important marine habitats, for the benefit of fisheries, marine species, and the marine ecosystem. The MSA requires the establishment National Standards aimed at preventing overfishing, using best available science, the importance of fisheries to coastal communities, and safety at sea, among others. We consider the MSA, related regulations, and National Standards fundamental to our purpose and actions.

Process

According to the Call, *"the identification of the Call Areas is a result of data and information received throughout the planning effort from 2020 through 2022."* However, not all data and information provided has been applied and significant analysis remains to be done. In proceeding toward the competitive leasing stage, BOEM will consider *"all information received in response to the Call during area identification"* including *"Task Force input, Tribal input, ocean user input, and stakeholder input."* The Council strongly **recommends** data gathering and analysis pertaining to siting be conducted during Area Identification, prior to designation of WEAs, because appropriate siting of WEAs is crucial to avoiding and minimizing risks to natural resources and impacts on existing ocean users. To determine areas most appropriate to establish WEAs, BOEM should evaluate and address potential impacts to habitat and fisheries, including socioeconomic effects and other likely impacts resulting from OSW energy development.

The Council's overarching opinion is that the process should include much more analysis of potential impacts resulting from the development and operations of OSW facilities, prior to establishing WEAs, rather than waiting until energy companies have bid on and won the rights to develop portions of the ocean. Once WEAs are designated, BOEM has stated it will conduct an Environmental Assessment (EA). However, we are concerned that the resulting EA may not provide the kinds of analyses necessary to characterize the potential impacts and mitigation strategies for offshore wind site assessment. An Environmental Impact Statement (EIS) may be a more appropriate approach under the National Environmental Policy Act (NEPA).

In a letter related to OSW in the Gulf of Maine, Conservation Law Foundation attorney Nick Krakoff states, "It's simply flawed to choose areas for offshore wind development before doing a full environmental analysis," and "It is critical to advance the development of offshore wind to respond to the climate crisis and clean up our electric grid, but it must be done responsibly. BOEM must improve its processes and consider the full environmental and socioeconomic impacts of wind development before areas in the Gulf of Maine are chosen." The Council agrees with this statement, as it relates to offshore wind siting on the West Coast.

Engagement

The Council appreciates and values the efforts that BOEM staff have made to participate in Council meetings, coordination calls, and engagement. However, the BOEM process fall short in terms of

meaningful engagement with the fishing community¹. While we acknowledge there have been more opportunities for engagement for some community members, others continue to feel unheard. Regardless, all agree that what engagement has taken place does not amount to meaningful engagement. The Council anticipates continued and more meaningful engagement, and we are willing to assist in finding a structure that offers an improved process for the fishing industry, and results in vital information that would benefit BOEM's OSW planning process. We are fully supportive of BOEM's plans for sector-specific engagement, including recreational, tribal and subsistence fisheries, at the regional and local levels. For example, the albacore fishery includes participants from San Diego, California to the most northern reaches of Washington state. Limiting engagement to the albacore fleet(s) based in Southern Oregon will leave a significant portion of the fishery without a meaningful way to communicate their ideas and/or concerns.

To the extent the Council, through its Ad Hoc Marine Planning Committee (MPC), can assist in facilitating those conversations and/or connecting BOEM with other institutions (e.g., Sea Grant, West Coast Oceans Alliance, etc.) or fishing associations, we stand ready to provide that assistance. However, BOEM must be cognizant that there are state-managed fisheries such as Dungeness crab, pink shrimp, and market squid that also make use of the Call Areas but are managed outside of the Council process. A revised engagement approach may slow the overall process, but the result would benefit both BOEM and fishing stakeholders, and there would be greater likelihood of producing information that would improve decision-making.

The Council **recommends** that BOEM continue to emphasize the importance of meaningful engagement throughout OSW leasing and development, including:

- Lease stipulations and authorizations to construct OSW projects should require engagement plans for entire life of project;
- Leases should include requirement to establish cable routes and landing sites in accordance with state policy and the priorities of local communities;
- Include plans for meaningful, ongoing engagement related to monitoring, reporting results, and adaptive management, throughout the life of the project.

Effects and potential impacts

The Council appreciates BOEM's mandate of developing offshore wind while minimizing interference with other reasonable uses of the ocean, however the Council remains concerned that potential future impacts on fish, their habitats, and fishing activities are not fully understood or evaluated by BOEM. It is important to identify potential impacts of OSW now, so that research, monitoring, and OWS siting can proceed according to BOEM's OSW planning goal of minimizing impacts to the ocean and its other users. As stated above, more analysis should be completed before establishing WEAs, consistent with principles of avoidance and minimization of the impacts of WEAs on habitats, fisheries, and

¹ Magnuson-Stevens Act (MSA) defines a fishing community as " ...a community which is substantially dependent on or substantially engaged in the harvest or processing of fishery resources to meet social and economic needs, and includes fishing vessel owners, operators, and crew and United States fish processors that are based in such community." In interpreting this definition, National Marine Fisheries Service has stated that "A fishing community is a social or economic group whose members reside in a specific location." This interpretation means that a fishing community exists in a specific place.

ocean ecosystems. These additional analyses may necessitate extending the timeline between call areas and WEAs.

Impacts to Fishing Activities

Excepting albacore and other highly migratory species, most Council-managed fishing activity takes place in waters shallower than 1300 meters. The Council is concerned that the areas identified for siting wind energy infrastructure may overlap significantly with important fishing areas. If overlap is substantial and fishing effort is restricted in proximity to wind energy facilities, then fishing activity will be displaced, effort will be constricted potentially into less desirable areas, gear and fishery conflicts will increase in nearshore areas, and fishing impacts on habitat may increase in the reduced areas available to fishing. Recreational fishing activity, and therefore the economic benefits derived from such, may be reduced in southern Oregon ports if OSW areas limit transit. We also note that direct impacts on fishing activities have indirect carry-on effects to fishing-dependent communities, including seafood processing facilities and other marine-related businesses due to decreased fishing activity.

For example, the call areas encompass historically important Pacific whiting (hake) grounds at all depths. It is important to note that due to bycatch constraints, whiting fishermen may seek out areas that are less productive for whiting but for which they will encounter less bycatch of other species. Therefore, it is critical to identify areas that may not necessarily include fishing grounds of high productivity for target species, but grounds that also afford vessels to avoid bycatch of constraining species. BOEM should explore this facet of the call areas in greater detail with groundfish and coastal pelagic fishing fleets.

Spatial displacement of fisheries and the economic value they provide to coastal ports and communities is not easy to quantify but a range of potential economic losses should be part of a cumulative analysis completed before WEAs are identified in order to minimize those losses. The Council's Ecosystem Working Group notes in its [March 2022 C.2.a Supplemental EWG Report 2](#) that "simply quantifying where fishing is occurring today or has occurred in recent years may underestimate the socioeconomic effects of any closures due to: 1) eroding the portfolio of fishing location choices, and 2) potential additional effects of moving and concentrating fishing effort outside closed areas."

For Oregon, much of the fishing effort displaced from the call areas would, by necessity of fish congregations or regulatory actions, increase in the nearshore areas. Conflicts between various fishing sectors, such as sport and commercial, groundfish and Dungeness crab, etc., would be exacerbated. These kinds of conflicts and changes reduce operational flexibility. The Groundfish Advisory Panel's [March 2022 C.2.a Supplemental Report 1](#) indicates that, "forcing fisheries into less productive grounds increases operational costs because more time is spent catching fewer fish. More time on the grounds increases safety risks, which are already heightened because of the navigational obstacles presented by [offshore wind] placements."

It is incumbent on BOEM to explore these deeper socioeconomic relationships in coastal ports beyond the revenues paid directly to fishermen. As the Council has stated in prior correspondence (most recently in a January 2022 [letter](#) regarding Morro Bay wind energy area), ex-vessel revenue totals fail to capture the true economic impact of fisheries to coastal communities. Processors, buyers, fuel

docks, marine equipment suppliers, employees specializing in marine work to fishing vessels and processors are also negatively affected. BOEM should carefully consider not only the displacement of fishermen, but also the potential effects the businesses in nearby ports and communities that may be located in Oregon or California.

Seafood processors and buying stations are located on docks and in ports to offload fresh seafood; they cannot move. Buying stations and processors will face closure or increased costs to obtain the kinds of seafood needed to supply their market demands if fishermen are displaced. These brick-and-mortar businesses have evolved to serve the communities and, by proxy, provide the public at large access to a publicly-held resource managed by the Council and NMFS.

Recreational fishing activity, and therefore the economic benefits derived from such, may be reduced in southern Oregon ports if OSW areas limit transit. Specifically, the Coos Bay call area represents a significant safety risk (and greater potential economic harm) to sport and commercial fishing albacore vessels fishing out of Winchester Bay. It's roughly 20 nautical miles (23 statute miles) from the mouth of the Umpqua River at Winchester Bay to the northeastern corner of the Coos Bay call area; it's roughly 33.8 nautical miles (39 statute miles) to the southeastern corner of the Coos Bay call area. Private and charter albacore fishermen will have to travel miles out of their way – either north or south – to access the tuna fishing grounds typically found in deeper waters. With no transit lanes through the call area, these vessels have a greater chance of encountering inclement weather, especially during the spring and fall weather transitions. This represents a serious safety risk.

Additionally, both private and charter fisheries are important components of Oregon fishing communities, but the data is, currently, insufficient. Some Oregon Department of Fish and Wildlife (ODFW) recreational fishing data is included in the OROWindMap resource; that is, albacore charter fishing and recreational bottomfish (see: <https://bit.ly/315XHvu>). Charter fishing for albacore is evident throughout most of the Coos Bay call area and in the northern part of the Brookings call area. Therefore, we **recommend** BOEM engage with Southern Oregon sport and commercial fishermen to determine how best to accommodate fishermen's safe transit to fishing grounds through the Coos Bay and Brookings call areas and for reducing economic harm to the fleet and communities.

The analysis under Subsection 2 (Marine Navigation) begins with the statement that the “majority of commercial vessels that traverse the Call Area carry automated identification system (AIS) transmitters. BOEM conducted a review of 2011 and 2017 AIS vessel information provided to BOEM from the United States Coast Guard (USCG).” Beginning in 2016, commercial fishing vessels 65 feet or greater were required to have AIS. However, most commercial fishing vessels operating in and around the WEA are under 65 feet, and thus not required to use AIS. BOEM **should** include all commercial and recreational fishing vessels in this subsection, not just those with AIS. BOEM should consult the [Pacific Fisheries Information Network \(PacFIN\)](#) APEX Reporting System, the [Recreational Fisheries Information Network \(RecFIN\)](#), and fishing communities for data on major navigation routes for these vessels. In addition, the Council **recommends** that BOEM conduct participatory mapping or similar activity in partnership with industry and the recreational sector to better understand the spatial overlap of fishing activity from multiple fisheries and sectors in the Oregon OSW Call Areas. We also recommend that BOEM utilize predictive analyses with regard to displacement of fishing sectors and ripple effects on other factors such as increased risk resulting from displacement and additional costs (fuel, labor, etc).

Impacts to Habitat and Ocean Processes

Essential Fish Habitat Conservation Areas (EFHCAs) are spatially discrete areas closed to bottom trawling and, in some cases, other types of bottom contact gear, are designed to protect important habitat features, and tend to be highly productive and biodiverse areas. Habitat areas of particular concern (HAPCs) are specific habitat features or spatially discrete areas representing high priority habitats for conservation, management, or research and are important for healthy ecosystems and sustainable fisheries. EFHCA and HAPC designations exist in parts of both the Coos Bay and Brookings Call Areas. The Council **recommends** that these unique geographic features designated as EFHCA and/or HAPC be excluded from further consideration.

The Coos Bay Call Area overlaps unique features of Heceta Bank, including both rocky habitat and a unique recirculation pattern that intensifies during summer upwelling and affects nutrient and dissolved oxygen concentrations and temperatures. As wind wakes created by a cluster of wind farms might profoundly reduce wind speeds in the region, this may impact ocean conditions in the Heceta Bank region and affect the productivity of the system. Heceta Bank is one of the most productive upwelling systems on the entire Oregon coast.

The Brookings Call Area overlaps the Rogue River Reef EFHCA and rock habitat found therein, and is situated between Rogue Canyon and Rogue River Reef. Here too, wind wakes created by clusters of wind farms could potentially reduce wind speeds enough to impede upwelling across Rogue River reef. It is the Council's opinion that wind energy planning and development may not be compatible with the presence of these important physical and biogenic habitat features, including EFHCAs, HAPCs, major rocky structures, methane seeps, and important upwelling zones in the area. These habitats may be particularly sensitive wind energy activities (seismic testing, drilling or other site characterization activities, wind energy implementation and maintenance), and should be avoided. The Council **recommends** that BOEM conduct a careful impacts analysis relative to EFHCAs and HAPCs to ensure that offshore wind (OSW) projects will not negatively impact these designated areas. BOEM should consider the use of buffer zones to avoid HAPCs and EFHCAs and to minimize impacts to these areas, including from cable routing, construction, and maintenance activities.

In addition to the physical presence, the installation activities and potential maintenance of infrastructure that can impact sensitive habitats. For example, because of shifting sediments at the Block Island OSW facility (East Coast) cables had to be reburied from a depth of 4-6 feet to a depth of 25 - 50 feet. It is likely that cables in the Oregon Call Areas would need to be buried at similar depths. We **recommend** that any EA should account for core samples being taken from that depth - as opposed to a preferred shallower cable depth.

The Council is concerned about cumulative impacts to habitats and ocean processes during the siting assessment, installation, and maintenance of many potential wind farms. Impacts to the seafloor (anchors, cables) and water column (mooring lines, floating turbine structures, support vessels) affect physical and biogenic habitats, while wind wakes (decreased upwelling, slowed currents, reduced larval and juvenile transport) could potentially affect the productivity of the system. The Council **recommends** that a comprehensive cumulative impacts assessment be conducted, evaluating the effects of multiple wind farms on ocean processes and habitats on the Oregon Coast and the California Current Ecosystem, prior to identifying WEAs off the Oregon Coast. We further **recommend** that

prior to designating WEAs, BOEM conduct a comprehensive suitability analysis to winnow down Call Areas to WEAs.

Impacts to Research, Monitoring, and Management

NOAA Fisheries West Coast Region, through the Northwest and Southwest Fisheries Science Centers and in collaboration with the Canadian government, conducts regular coast-wide fishery surveys, in areas which overlap with the current Oregon OSW Call Areas. These include the Joint U.S.-Canada Integrated Ecosystem and Pacific Hake Acoustic Trawl Survey, the West Coast Groundfish Bottom Trawl survey, and the NWFSC/SWFSC "Pre-recruit" groundfish survey. The dataset for these surveys spans decades of sampling. Exclusion of scientific survey vessels from OSW lease areas would directly impact these extensive sampling time series. These multi-decadal data streams feed directly into the assessment and management of some of the region's most valuable fisheries, and disruptions of these data streams will directly impact the Council's ability to sustainably manage those fisheries, including international management. As data uncertainty increases, management becomes more precautionary if there is less confidence in the stock assessments, leading to decreased harvest potential and the economic impacts that conveys. The Council **recommends** that BOEM ensure that these critical NOAA surveys, as well as other scientific surveys implemented by universities and non-governmental organizations can continue. This implies working with survey Principals to identify WEAs (and eventually lease areas) that will avoid impacts to scientific surveys.

Data and Information

Given the need for additional analysis of impacts, the Council **recommends** that BOEM consider the following habitat, fishery, and other information. Specific data needs and gaps should be rectified before WEAs are established.

Geological, geophysical, and biological conditions

Amendment 28 to the Pacific Coast Groundfish FMP increased protections for high valued benthic habitats, by prohibiting bottom trawling in additional known areas of rocky reefs, undersea canyons, and biogenic habitats. While most of the specific potential impacts to marine habitats will be considered on a project-specific basis, the potential impacts of site characterization, surveys, and transmission cables should be considered as part of the site assessment and characterization activities. Data on HAPC, EFHCAs, and deep-sea coral/sponge habitats are available at the FRAM data warehouse website (<https://www.webapps.nwfsc.noaa.gov/data/map>).

In addition, comprehensive high-resolution seafloor mapping and habitat classification is needed throughout Oregon Call Areas and cable corridors to locate and avoid fragile habitats and to support biological community characterization surveys. Seafloor data and maps should be provided in advance of the leasing process to identify lease blocks that are incompatible for wind energy development. For example, extensive multibeam sonar surveys and mapping of methane seeps and carbonate deposits were conducted off Washington, Oregon and northern California in 2011, 2016, 2017 and 2018 (Merle et al 2021).² When taken together, analyses of these surveys led to the discovery of over 1,000 new methane emission sites and over 3,000 associated bubble streams on the Cascadia Margin from the

² Merle et al. 2021. *Distribution of Methane Plumes on Cascadia Margin and Implications for the Landward Limit of Methane Hydrate Stability*. Earth Sci., 24 March 2021.

Strait of Juan de Fuca to Cape Mendocino. This network of methane seeps is the focus of ongoing oceanographic and climate research.

The Council designated methane seeps as groundfish essential fish habitat due to the ability of methane seeps and underlying methane hydrates to form carbonate hardgrounds (i.e., fish habitat) and support diverse biological communities (PFMC 2020). While there can be benefits gained from additional data collection at methane seep sites during site assessment, some survey activities could potentially damage seep sites or interfere with ongoing research and must be carefully considered. Additionally, the potential for slope instability around methane seep areas is discussed in Merle et al (2021) and may be relevant to site assessment and effects analysis.

Additional seafloor mapping data have become available from NOAA Pacific Marine Environmental Laboratory (PMEL) since the publication of data in Merle et al. (2021) that may be relevant to Oregon call areas and cable corridors (NOAA PMEL Ocean Environment Division). BOEM should consult with NOAA PMEL to evaluate existing gaps in the mapping of these features, and coordinate with PMEL and other researchers on additional mapping needs to identify where unmapped seeps, hydrates and carbonate deposits are located in the Humboldt WEA and shoreward.

The Council **recommends** that BOEM conduct a careful impacts analysis relative to EFHCAs and HAPCs to ensure that offshore wind (OSW) projects will not cause significant harm to these designated areas. The Council **recommends** that BOEM include consideration of impacts to EFHCAs and HAPCs in approving site assessment/characterization activities and effects analyses.

The Council **recommends** that BOEM evaluate buffer zones around HAPCs, EFHCAs, deep-sea coral/sponge, and methane seep habitats within Oregon Call Areas and cable corridors to avoid or minimize impacts from site assessment/characterization activities that may damage these habitats (e.g., grab sampling, benthic sleds, drilling, borings, large buoy anchoring). Modeling and/or survey efforts may be necessary to determine the size and nature of such buffers.

Information regarding recreational and commercial fisheries

As noted above, better data on commercial and recreational fishing areas is needed to both plan locations of WEAs as well as determine impacts of WEAs on commercial and recreational fisheries. The Council advocates working with Pacific States Marine Fisheries Commission, NOAA Fisheries, and fisheries stakeholders to identify current, historical and potential future fishing areas.

The Council advocates for ongoing coordination with BOEM on matters of OSW planning and development. As stated in the Call, "*Coordination with the National Marine Fisheries Service, the Pacific Fishery Management Council, the Oregon Department of Fish and Wildlife, the fishing industry and individual members of the fishing community is ongoing and will assist in further reduction of existing space-use conflicts during the planning and leasing process.*" (pages 9-10). The Pacific Fishing Effort Mapping (PacFEM) Project is led by NOAA Fisheries and the Pacific States Marine Fisheries Commission in partnership with BOEM, west coast states, and the NMFS West Coast Region. The goal of the PacFEM project is to develop spatial data to support ecosystem management initiatives and marine planning in the West Coast region. A database is being developed to comprehensively join confidential fishery data from multiple sources, such as observer data, fish tickets, electronic trip reports, VMS, logbook data, and fishing revenue. A publicly-accessible fishing

effort mapping tool is being developed which utilizes the underlying confidential database that incorporates information from each data source available. The project is designed to inform socioeconomic impact discussions and to be used in siting discussions and decisions about WEAs, cable routes and landing sites. The Council strongly **recommends** that the PacFEM data be analyzed during the siting of WEAs off Oregon and that area identification of those WEAs not be considered complete until PacFEM products are available and applied to inform responsible siting of WEAs off Oregon.

When considering potential impacts of Call Areas on fisheries, the assessment of impacts should be broken out by fishery and gear type and be done in such a way to show trends over time. To accurately reflect potential impacts, BOEM should look beyond the last decade for information regarding fisheries in the area, as the recent ten-year period has been a time of tremendous change for many West Coast fisheries and future years should be quite different from this time period. For example, Amendment 28 to our Pacific Coast Groundfish Fishery Management Plan, adopted in 2019, implemented changes to the groundfish fishery by providing increased access to productive fishing grounds where fish populations have rebounded in recent years. Incorporating fishery-data from years earlier than the recent ten-year period could be used to estimate potential impacts post-Amendment 28.

Recreational fisheries for highly migratory species such as tuna take place in waters deeper than 200 meters and recreational fishermen and women have historic reliance on albacore tuna. This means that the recreational fishery for highly migratory species will likely be negatively impacted by call areas at these depths. These impacts will be felt by charter boat owners and operators, sportfishing landings, live bait providers, fuel docks and local hotels and restaurants. Hence, analyses of potential impacts of the WEA need to integrate both spatial information of lost recreational fishing grounds and larger socioeconomic impacts of the fishery. Providing ex-vessel revenues is useful in determining the potential economic loss to commercial harvesters; but fails to capture the true economic impact. Members of the dependent fishing community – buyers and processors, fuel docks, marine mechanics, restaurants, etc., could all be negatively impacted. As part of the planning and site characterization evaluation, potential impacts to commercial and recreational fisheries as well as associated industries should be evaluated.

Other relevant information and analysis

Oregon Call Areas may be susceptible to wind-energy induced changes in oceanographic processes, as these areas are subject to upwelling and hypoxia events. Periodically, these low oxygen waters move onto the shelf and contribute to widespread hypoxic events. Wind-driven coastal upwelling is a primary driver of productivity in the California Current. As documented in Europe, wind power generation can reduce wind speed downwind of turbine arrays. Disruption of upwelling could also exacerbate deepwater hypoxia since upwelling (and downwelling) processes are a major driver of renewal of oxygen conditions in coastal environments. Reduced wind speed downwind of turbine arrays could inhibit upwelling, which is a primary driver of productivity in the California Current. The potential effects of altered wind speeds on ocean processes in an area as large as the Oregon call areas, in a region dominated by and dependent on upwelling have not been studied. The Council **recommends** that BOEM conduct scientific analyses and/or modeling to assess potential wind-generated effects on ocean processes in this region of the California Current, and to build sufficient time into the leasing schedule to accomplish these tasks. Data products related to upwelling and

associated environmental aspects such as primary production and hypoxia are available through PMEL.

Additional data and analysis are needed on cable routes, landing sites and onshore infrastructure needs. The Council **recommends** that BOEM integrate outcomes from the United States Coast Guard Pacific Coast Port Access Route Study, when completed. According to the Call, BOEM considered transmission availability in the development of the Call Areas. If only two (Wendson and Fairview) of the five interconnection points are accessible to future WEAs sited off the southern Oregon coast, then far less energy produced by offshore wind could be integrated into Oregon's power system without infrastructure upgrades or new installations. We **recommend** BOEM evaluate potential cable routes and landing sites and compare offshore WEAs with onshore infrastructure needs to decipher between higher and lower risk options for offshore siting of WEAs.

The Council urges BOEM to consider waters deeper than 1300 meters for OSW development, which would greatly reduce the potential impacts to fisheries. We note that some Call Areas on the East Coast include waters up to 2500 meters. We realize that the bathymetry, slope, and other seafloor characteristics are very different on the West Coast. Nonetheless, BOEM should consider the potential for OSW to occur in waters deeper than are currently being considered. Similarly, when BOEM establishes WEAs and lease sites, shallower areas where most sensitive habitats and much of the fishing effort takes place **should** be eliminated from consideration.

Summary

This section will summarize the recommendations in the letter.

<Signature block>

DRAFT

PORT OF BROOKINGS HARBOR
RESOLUTION ____

A RESOLUTION AUTHORIZING THE PORT OF BROOKINGS HARBOR
TO SEND THE BUREAU OF OCEAN ENERGY MANAGEMENT (BOEM)
AND THE OREGON DEPARTMENT OF ENERGY (ODOE) A LETTER WITH
RECOMMENDATIONS REGARDING OFFSHORE WIND ENERGY

WHEREAS the Port of Brookings Harbor Commission recognizes that offshore wind energy may be an important component to our state's transition to cleaner energy; and

WHEREAS the Port of Brookings Harbor also values the commercial and recreational fishing fleets, as well as the science research vessels from NOAA and OSU, and recognizes their significant economic contributions to the national, state, regional and local economy; and

WHEREAS harvesters, processors, marine suppliers and more all benefit from Oregon's sustainable fisheries. Fishing-related jobs can make up upwards of 7% of earned income in the southern part of Curry County annually, and the seafood industry supports thousands of jobs in rural Oregon. A fishing dollar turns over many times in the community and an authentic working waterfront and sustainable local seafood also a tremendous draw for the tourism industry; and

WHEREAS the Port of Brookings Harbor believes certain steps should be taken to ensure that existing ocean users and stakeholders are protected in the process with the following recommendations:

1. Throughout any development process require state and federal agencies to be transparent about the process of identifying and implementing offshore wind developments by embracing the "Oregon Way" public process that includes the Oregon fishing industry, environmentalists, coastal communities, and our state and federal political and congressional delegations, sit down with BOEM as equal partners, develop a rational process with authentic discussion, conduct the requisite Environmental Impact Statement (EIS) analysis, analyze the real costs and benefits, evaluate test sites, and develop a rational decision that minimize costs and maximize benefits to Oregon and the nation.
2. Move all Oregon call areas outside of 1,300 meters to avoid displacing current sustainable fishery activities – these fisheries have great importance to Curry County and Oregon's economies.
3. Enact a moratorium on developing large scale wind turbine farms until all the risks to marine mammals, sea birds, fisheries and the marine environment are clearly understood.
4. Meet all National Environmental Policy Act (NEPA) requirements and conduct a comprehensive programmatic EIS before leases are granted instead of at the end of the process. This includes cumulative impacts and transmission line impacts. Include an analysis of the transmission lines that will bring the energy to shore and examine the cumulative impacts to current ocean users from adjacent wind energy developments in Northern California and Washington.
5. In the absence of a comprehensive peer reviewed economic analysis (as part of an EIS) there is no real understanding of the potential economic impacts to coastal communities and the state of Oregon, and relevant tradeoffs. If we assumed that the Call areas were completely developed the loss of Oregon fishing revenues may total 10-20% or more of today's value. That would equate to an annual loss of \$18-\$35 million in ex-vessel value and \$45-\$90 million in local and state household income. Over thirty years (the equivalent of the life expectancy of a windmill) that would equate to the loss of more than a \$500 million to \$1 billion in ex-vessel value and \$1.4 to \$2.7 billion in household income.

6. Given the considerable fishery values generated from the call areas, the productivity of the California Current System, and the potential impacts to marine species and ecosystems/habitats, we slow down the process because of significant risks and uncertainties.
7. Consider a small demonstration site (like Pac Wave) to test the technology. Floating offshore wind does not currently exist in operation in the United States, and it is unclear whether the technology can withstand the harsh elements of the Pacific Ocean.

NOW THEREFORE, THE PORT OF BROOKINGS HARBOR BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:

The General Manager of the Port is directed to send a letter to the Bureau of Ocean Energy Management (BOEM) and to the Oregon Department of Energy (ODOE) highlighting the above listed recommendations.

APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS this June __, 2022.

DRAFT

INFORMATION ITEM – B

DATE: June 15, 2022
RE: Pacific Seafood Request for Dock Hoist
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- The Port received a letter from Pacific Seafood regarding the condition of dock hoists on the older receiving dock. The dock hoists are 600-pound capacity free standing jibs. One (blue paint) was manufactured by Fashion Blacksmith. The other (yellow paint) we do not know who manufactured the hoist. Our best guess the age of these hoists are 25 to 30 years old, that's if they were new when the dock was built. Our best guess when this dock section was built was early 1990's.
- The Fashion Blacksmith dock hoist cranes were specifically made for receiving dock operations. These hoists do not have any manufacture data identification, instructions and specifications. Fashion Blacksmith is no longer building or repairing these hoists. Any repairs needed are going to be made by other specialty type of company or individual. The employer is required to follow OSHA requirements for hoisting/lifting.
- We have searched for a possible replacement and have yet to find a suitable hoist that is similar. New manufactured hoists have engineered anchoring requirements that would take additional engineering and possibly reconstruction of the receiving dock to meet all the engineering requirements.
- We are proposing to decommission the yellow and blue dock hoists.
- When the Port decides to replace these older hoists, the newer hoists anchoring engineering requirements may not be achievable on our older docks.

DOCUMENTS

- Letter from Pacific Seafood, 1 page
- Photos of the dock hoists, 4 pages
- OSHA requirements for equipment rated hoisting/lifting capacity of 2,000 pounds or less, 3 pages
- OSHA requirements for equipment modifications, 2 pages

PacificSeafood.

Pacific Seafood-Brookings, LLC
16263 Harbor Dr
PO Box 3205
Harbor, OR 97415

27 April 2022 → DELIVERED TO PORT ON 5-27-2022, GARY/TRAVIS

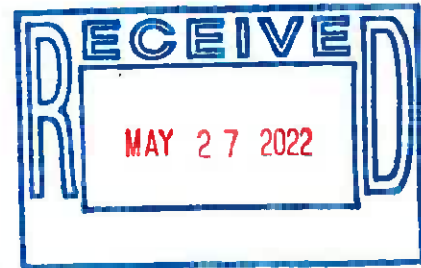
Port of Brookings Harbor
Attn: Port Manager & Board of Commissioners
16330 Lower Harbor Rd.
P.O. Box 848
Harbor, Oregon 97415

Dear Gary Dehlinger,

We are reaching out regarding excessive maintenance issues on the lower dock hoist leased by our facility. The cost and down time resulting from the constant issues are becoming excessive. As we move into our busiest season potential breakdowns will result in large delays and costs for our facility. We have already replaced 6 bearings. Due to issues with this hoist one of our operators developed a hernia from turning it on the pedestal and had to take time off to heal. Our ability to get this hoist inspected and OSHA certified this year is doubtful. We are requesting extensive repairs or replacement be completed by the Port of Brookings Harbor.

Sincerely,

Brett Hester
General Manager
t: 707-458-8464
e: Ghester@pacificSeafood.com







▲ DANGER

MAX

BRANE SIGNALS







By Standard Number / 1926.1441 - Equipment with a rated hoisting/lifting capacity of 2,000 pounds or less.

- **Part Number:** 1926
- **Part Number Title:** Safety and Health Regulations for Construction
- **Subpart:** 1926 Subpart CC
- **Subpart Title:** Cranes and Derricks in Construction
- **Standard Number:** 1926.1441
- **Title:** Equipment with a rated hoisting/lifting capacity of 2,000 pounds or less.
- **GPO Source:** e-CFR

The following paragraphs of this section specify requirements for employers using equipment with a maximum rated hoisting/lifting capacity of 2,000 pounds or less.

1926.1441(a)

The employer using this equipment must comply with the following provisions of this subpart: § 1926.1400 (Scope); § 1926.1401 (Definitions); § 1926.1402 (Ground conditions); § 1926.1403 (Assembly/disassembly--selection of manufacturer or employer procedures); § 1926.1406 (Assembly/disassembly--employer procedures); §§ 1926.1407 through 1926.1411 (Power line safety); § 1926.1412(c) (*Post-assembly*); §§ 1926.1413 through 1926.1414 (Wire rope); § 1926.1418 (Authority to stop operation); §§ 1926.1419 through 1926.1422 (Signals); § 1926.1423 (Fall protection); § 1926.1425 (Keeping clear of the load) (except for § 1926.1425(c)(3) (qualified rigger)); § 1926.1426 (Free fall and controlled load lowering); § 1926.1432 (Multiple crane/derrick lifts--supplemental requirements); § 1926.1434 (Equipment modifications); § 1926.1435 (Tower cranes); § 1926.1436 (Derricks); § 1926.1437 (Floating cranes/derricks and land cranes/derricks on barges); § 1926.1438 (Overhead & gantry cranes).

1926.1441(b)

Assembly/disassembly.

1926.1441(b)(1)

In addition to compliance with § 1926.1403 (Assembly/disassembly--selection of manufacturer or employer procedures) and 1926.1406 (Assembly/disassembly--employer procedures), the employer must also comply with Sec. 1926.1441(b)(2)-(3).

1926.1441(b)(2)

Components and configuration. The employer must ensure that:

1926.1441(b)(2)(i)

The selection of components, and the configuration of the equipment, that affect the capacity or safe operation of the equipment complies with either the:

1926.1441(b)(2)(i)(A)

Manufacturer instructions, recommendations, limitations, and specifications. When these documents and information are unavailable, a registered professional engineer familiar with the type of equipment involved must approve, in writing, the selection and configuration of components; or

1926.1441(b)(2)(i)(B)

Approved modifications that meet the requirements of § 1926.1434 (Equipment modifications).

1926.1441(b)(2)(ii)

Post-assembly inspection. Upon completion of assembly, the equipment is inspected to ensure that it is in compliance with paragraph (b)(2)(i) of this section (see § 1926.1412(c) for post-assembly inspection requirements).

1926.1441(b)(3)

Manufacturer prohibitions. The employer must comply with applicable manufacturer prohibitions.

1926.1441(c)

Operation--procedures.

1926.1441(c)(1)

The employer must comply with all manufacturer procedures applicable to the operational functions of the equipment, including its use with attachments.

1926.1441(c)(2)

Unavailable operation procedures. The employer must:

1926.1441(c)(2)(i)

When the manufacturer's procedures are unavailable, develop, and ensure compliance with, all procedures necessary for the safe operation of the equipment and attachments.

1926.1441(c)(2)(ii)

Ensure that procedures for the operational controls are developed by a qualified person.

1926.1441(c)(2)(iii)

Ensure that procedures related to the capacity of the equipment are developed and signed by a registered professional engineer familiar with the equipment.

1926.1441(c)(3)

Accessibility. The employer must ensure that:

1926.1441(c)(3)(i)

The load chart is available to the operator at the control station;

1926.1441(c)(3)(ii)

Procedures applicable to the operation of the equipment, recommended operating speeds, special hazard warnings, instructions, and operator's manual are readily available for use by the operator.

1926.1441(c)(3)(iii)

When rated capacities are available at the control station only in electronic form and a failure occurs that makes the rated capacities inaccessible, the operator immediately ceases operations or follows safe shut-down procedures until the rated capacities (in electronic or other form) are available.

1926.1441(d)

Safety devices and operational aids.

1926.1441(d)(1)

The employer must ensure that safety devices and operational aids that are part of the original equipment are maintained in accordance with manufacturer procedures.

1926.1441(d)(2)

Anti two-blocking. The employer must ensure that equipment covered by this section manufactured more than one year after November 8, 2010 have either an anti two-block device that meets the requirements of § 1926.1416(d)(3), or is designed so that, in the event of a two-block situation, no damage or load failure will occur (for example, by using a power unit that stalls in response to a two-block situation).

1926.1441(e)

Operator qualifications. The employer must train each operator, prior to operating the equipment, on the safe operation of the type of equipment the operator will be using.

1926.1441(f)

Signal person qualifications. The employer must train each signal person in the proper use of signals applicable to the use of the equipment.

1926.1441(g)

[Reserved.]

1926.1441(h)

Inspections. The employer must ensure that equipment is inspected in accordance with manufacturer procedures.

1926.1441(i)

[Reserved.]

1926.1441(j)

Hoisting personnel. The employer must ensure that equipment covered by this section is not used to hoist personnel.

1926.1441(k)

Design. The employer must ensure that the equipment is designed by a qualified engineer.

[75 FR 48172, August 9, 2010]

UNITED STATES DEPARTMENT OF LABOR

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By Standard Number / 1926.1434 - Equipment modifications.

- **Part Number:** 1926
- **Part Number Title:** Safety and Health Regulations for Construction
- **Subpart:** 1926 Subpart CC
- **Subpart Title:** Cranes and Derricks in Construction
- **Standard Number:** 1926.1434
- **Title:** Equipment modifications.
- **GPO Source:** e-CFR

1926.1434(a)

Modifications or additions which affect the capacity or safe operation of the equipment are prohibited except where the requirements of paragraphs (a)(1), (a)(2), (a)(3), (a)(4), or (a)(5) of this section are met.

1926.1434(a)(1)

Manufacturer review and approval.

1926.1434(a)(1)(i)

The manufacturer approves the modifications/additions in writing.

1926.1434(a)(1)(ii)

The load charts, procedures, instruction manuals and instruction plates/tags/decals are modified as necessary to accord with the modification/addition.

1926.1434(a)(1)(iii)

The original safety factor of the equipment is not reduced.

1926.1434(a)(2)

Manufacturer refusal to review request. The manufacturer is provided a detailed description of the proposed modification/addition, is asked to approve the modification/addition, but it declines to review the technical merits of the proposal or fails, within 30 days, to acknowledge the request or initiate the review, and all of the following are met:

1926.1434(a)(2)(i)

A registered professional engineer who is a qualified person with respect to the equipment involved:

1926.1434(a)(2)(i)(A)

Approves the modification/addition and specifies the equipment configurations to which that approval applies, and

1926.1434(a)(2)(i)(B)

Modifies load charts, procedures, instruction manuals and instruction plates/tags/decals as necessary to accord with the modification/addition.

1926.1434(a)(2)(ii)

The original safety factor of the equipment is not reduced.

1926.1434(a)(3)

Unavailable manufacturer. The manufacturer is unavailable and the requirements of paragraphs (a)(2)(i) and (ii) of this section are met.

1926.1434(a)(4)

Manufacturer does not complete the review within 120 days of the request. The manufacturer is provided a detailed description of the proposed modification/addition, is asked to approve the modification/addition, agrees to review the technical merits of the proposal, but fails to complete the review of the proposal within 120 days of the date it was provided the detailed description of the proposed modification/addition, and the requirements of paragraphs (a)(2)(i) and (ii) of this section are met.

1926.1434(a)(5)

Multiple manufacturers of equipment designed for use on marine work sites. The equipment is designed for marine work sites, contains major structural components from more than one manufacturer, and the requirements of paragraphs (a)(2)(i) and (ii) of this section are met.

1926.1434(b)

Modifications or additions which affect the capacity or safe operation of the equipment are prohibited where the manufacturer, after a review of the technical safety merits of the proposed modification/addition, rejects the proposal and explains the reasons for the rejection in a written response. If the manufacturer rejects the proposal but does not explain the reasons for the rejection in writing, the employer may treat this as a manufacturer refusal to review the request under paragraph (a)(2) of this section.

1926.1434(c)

The provisions in paragraphs (a) and (b) of this section do not apply to modifications made or approved by the U.S. military.

[75 FR 48164, August 9, 2010]

UNITED STATES DEPARTMENT OF LABOR

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INFORMATION ITEM – C

DATE: June 15, 2022
RE: Zola's on the Water Concrete Patio Outside Lease Premises
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

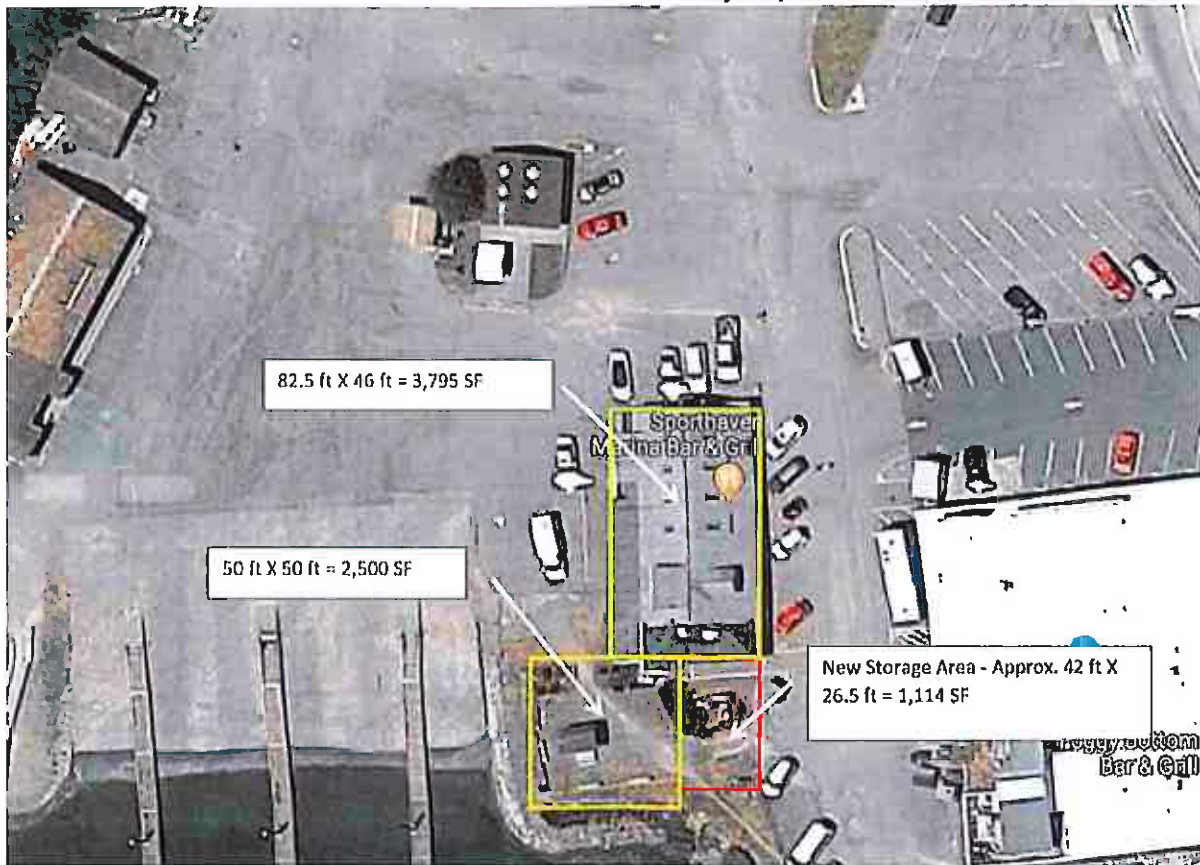
- Zola's on the Water had a contractor perform work outside their lease premises to install a concrete slab. The Port was not informed of this work.
- The area where the concrete was placed used to be gravel with benches for public use.
- The Port sent a letter to Zola's on the Water informing them of the violation of their lease.

DOCUMENTS

- Picture of completed concrete slab, 1 page
- Lease Exhibit A Revised July 27, 2020 boundaries of the lease premises, 1 page
- Location of the concrete slab installed, 1 page



Zola's on the Water
Exhibit "A" – Revised July 27, 2020



Building = 3,795 SF
Outdoor Seating = 2,500 SF
Storage Area = 1,114 SF

Zola's on the Water current footprint as of May 20, 2022



INFORMATION ITEM – D

DATE: June 15, 2022
RE: Cable TV and Wi-Fi at Beachfront RV Park
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

Cable TV System

- Beachfront RV Park is currently providing 24 TV channels through a Headend/Rack-Mounted Equipment system that utilizes coaxial cable to each individual site. We are being told this technology is archaic and it is not recommended to upgrade the existing equipment. Countless hours are spent maintaining the system (repairing/replacing cable ends, tracing cable issues, resetting receiver boxes, tech support with customers, etc.).
- The Port is currently paying Dish Networks \$595.08 monthly for the channels. There are no contractual obligations with Dish, or anyone else, for this service.

Wi-Fi System

- Currently we pay \$85 per month for 100Mbps service that does not cover the entire RV Park. Sometimes its spotty and we get many complaints of its service.
- If we want to upgrade to 200Mbps, the cost is \$120 per month or even better upgrade to 600Mbps for \$200 per month. More is always better however, 200Mbps would be sufficient. We could upgrade to 600Mbps if we expand the park or feel there is a benefit at any time.
- To improve the Wi-Fi system, the equipment needed may cost \$7,000.
- It is possible to upgrade the Wi-Fi system to accommodate the RV Park at 100% occupancy and serve enough bandwidth to allow for everyone at the park to stream TV and movies through the internet instead of the Cable TV system.
- We have started a volunteer survey to find out why our guests come here and what amenities they would like to see. We started this survey on the memorial weekend and maybe got 10% response. We will continue with this survey throughout the summer.
- We also gathered information from other RV Parks for cable or Wi-Fi systems.

DOCUMENTS

- Picture of Dish TV receiving boxes, 1 page
- Beachfront Survey Data, 1 page
- Other RV Park Cable & Wi-Fi Systems, 1 page



MULTICOM
MUL M334-CH

MULTICOM
MUL M334-CH

MULTICOM
MUL M334-CH

MULTICOM
MUL M334-CH

Beachfront RV Park Survey Results

	1 to 4	5 to 8	9 to 11	12 +
How many times a year do you go camping?	9	7	1	3
	Very	Moderately	Neutral	Not Used
How important is Cable during your vacation?	4	3	4	9
How important is Wi-Fi during your vacation?	8	4	6	2
	Fishing	Beach	Biking	Hiking
What activities brings you to the Beachfront RV Park?	5	18	5	5
	Family Time	Shopping	Site Seeing	**
	14	5	8	5
What other amenities would you like to see at the Beachfront RV Park?	<u>Mini Market, Café, better Wi-Fi, laundromat</u>			

- ** Shells
 Boogie Boarding
 Crabbing
 Relaxing
 Campfires
 Azalea Festival

Other RV Parks

Name	Town	Miles away	Cable	Wifi
Redwood Meadows RV Park	Hiouchi, CA	24	Unknown	Y
Bayside RV Park	Crescent City, CA	26	Y	Y
Klamath River RV Park	Klamath, CA	47	Y	Y
Camp Blanco RV Park	Port Orford, OR	57	Y	Y
Beach Loop RV Park	Bandon, OR	83	Y	N
Emerald Forest Cabins & RV	Trinidad, CA	88	N	Y
Sounds of the Sea	Trinidad, CA	88	Y	Y
Riverpark RV Resort	Grants Pass, OR	97	Y	Y
Charleston Marina RV Park	Charleston, OR	107	Y	Y
Southern Oregon RV Park	Central Point, OR	121	Unknown	Y
Winchester Bay RV Resort	Winchester Bay, OR	129	Y	Limited
Holiday RV Park	Phoenix, OR	130	Y	Y
Heceta Beach RV Park	Heceta, OR	160	Y	Y
Port of Newport Marina RV Park	Newport, OR	205	Y	Limited
Pleasant Valley RV Park	Tillamook, OR	266	Unknown	Mailbox full

INFORMATION ITEM – E

DATE: June 15, 2022
RE: USDA Civil Rights Compliance Review
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Every five years USDA Rural Development conducts a civil rights compliance review and security inspection for a loan (\$2,000,000) the Port received in the year 2000 to rebuild Basin 1. Port staff completed pre-meeting survey and phone interview with USDA late March. The interviewer also contacted commissioners to ask questions.
- USDA Rural Development completed its civil rights compliance review and security site inspection in April.
- Port received USDA Civil Rights Compliance Review Results in May. Port had 30-days to respond. The reports are attached.

DOCUMENTS

- USDA Civil Rights Compliance Review Results, 3 pages
- Port Civil Right Compliance Review Response, 12 pages
- USDA Full Non-Discrimination Statement, 1 page



Rural Development

May 5, 2022

Sent via email only to: portmanager@portofbrookingsharbor.com
accounts@portofbrookingsharbor.com

Roseburg Area Office

2593 NW Kline Street
Roseburg, OR
97471

Voice 541.378.3532
Fax 855.824.6182

Port of Brookings Harbor
Attn: Kim Boom, Financial Officer and Gary Dehlinger, Port Manager
16330 Lower Harbor Rd
PO Box 848
Brookings, OR 97415

RE: Civil Rights Compliance Review Results

Dear Kim Boom, Gary Dehlinger and Commission,

Thank you for your cooperation with the recently completed a Civil Rights Compliance Review the Port of Brookings Harbor. As you know, and per the letter of conditions, the Port of Brookings Harbor is subject to Civil Rights laws and policies during the term your loan. From my review it appears that the Port needs to take several actions to remain in compliance with these requirements. Please review the following and take appropriate action as necessary:

1. The main way to accomplish notice of Non-Discrimination is to place the most current version of the "And Justice for All Poster" in the public area of your office, I left copies of the current poster with you. For more information, please see the **attached** Departmental Regulation 4300-003. For your convenience, the posters were provided during the visit.

As a reminder, the pertinent language as shown in paragraph 6b. or Appendix D of the attached policy, depending on size, must also be incorporated into all publications made available to the public including electronic media and printed publications.

2. Section 504 of the Rehabilitation Act of 1973 requires recipients of federal assistance to complete a Self-Evaluation and a Transition Plan (if dictated by the results of the self-evaluation). (NOTE: this also appears to be a requirement of Title II of the ADA).

I provided to you a copy of the plan that RD had on file for the project. As discussed in our meeting the original Self-Evaluation is on a building that the Port no longer occupies. Please, review the existing Self-Evaluation and transition Plan and update as necessary. **Provide a copy of the updated self-evaluation and the transition plan once completed.** With this results letter, I am including additional resources for your information. The visit to your facility, located in Brookings revealed that the administrative building is not fully accessible by ADA or ABA standards. Since you have a building,

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 832-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

the public can come to, to make application, make payments, and where public meetings are held, the office must be accessible by ADA and ABA standards, or a plan developed and implemented that would provide program accessibility. Accessibility concerns include lack of an accessible restroom and entrance threshold that appears to exceed acceptable height., not a complete list, just the main items noted.

The attached ADA checklist titled 'ada_checklist_word_fillable_form' from the Institute of Human Centered Design would be a good resource for understanding the physical requirements.

Please keep in mind page 8 of the 'Self- Evaluation for Compliance with Section 504 worksheet' must be completed for each facility. The checklist mentioned above can be used to evaluate each facility that the Port uses to carry out its functions.

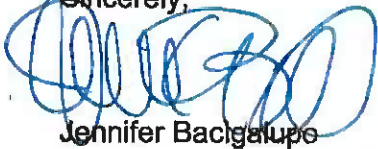
I have attached other resources that may help you to complete this task:

- a. DOJ ADA Guide for Small Cities
 - b. Sect 504/ADA Technical Assistance Handbook from N. Dakota Div of Community Services
 - c. Non-Architectural Barrier Self Evaluation Guide worksheet
3. Collection of user demographics. **Please begin collecting** this information on new applications for port services. You may collect this data for existing users; however, it is not required at this time. I have **left a copy of the format used for collecting the data with when I was on-site**. Please utilize this format in conjunction with your application for service, to collect the data. This format includes an explanation for the applicant about why the data is collected and what happens if they opt not to provide the information. Maintain the records and be sure disposition of the applications are recorded.
 4. Limited English Proficiency (LEP) requirements. Section 504 of the Rehabilitation Act of 1973 and Executive Order 13166 both require that you take reasonable steps to ensure that persons who do not speak English as their primary language and/or have a limited ability to read, speak, write, or understand English, receive language assistance to have meaningful access to USDA programs, services, and information the Port provides. Your primary responsibility in this regard would be to prepare an LEP/LAP, or Language Access Plan.

I have **attached** "LEP Four Factor Analysis Quick Guide" to this emailed letter for assistance in completing this review. Additional guidance for completing an LEP plan can be found at www.lep.gov. I also provided you a sample plan and attached here also, that can be found on the internet, such as one available through the Texas Rural Water Association that was created in response to Rural Development's LEP requirements. There may be other resources out there available for your use, it is up to you to determine what will work for you. I have also **attached** a copy of the "I speak" cards which you might find to be a helpful part of your LEP plan. **Provide a copy of the plan when complete.**

While some actions can be taken easily, others may take some time. **I do need a response within 30-days.** The response should indicate what actions, if any, have been taken, and provide a time frame for addressing remaining items. In the meantime, if you have any questions or concerns regarding these or other matters, do not hesitate to contact me.

Sincerely,



Jennifer Bacigalupo
Community Programs Specialist



Port of Brookings Harbor

16330 Lower Harbor Road / PO Box 848
Brookings, Oregon 97415
Phone (541) 469-2218
Fax (541) 359-3999
www.portofbrookingsharbor.com

Board of Commissioners

Richard Heap, President
Joseph Speir, Vice-President
Sharon Hartung, Secretary/Treasurer
Kenneth Range
Larry Jonas

June 1, 2022

Sent via email only to: jennifer.bacigalupo@usda.gov

United States Department of Agriculture
2593 NW Kline Street
Roseburg, OR 97471

Attn: Jennifer Bacigalupe, Community Programs Specialist

RE: Civil Rights Compliance Review Response

Thank you for your review of our Port and facility regarding the Rural Development Loan civil rights compliance review process. Our Board of Commissioners and Port staff are committed to civil rights compliance under the conditions of the loan.

Below are the Port's responses to your civil rights compliance review results letter dated May 5, 2022.

1. The main way to accomplish notice of Non-Discrimination is to place the most current version of the "And Justice for All Poster" in the public area of your office.

Response. *Two "And Justice for All Poster" posters were provided at the time of inspection. One was posted at our Port Office and the other was posted at our RV Park Office. Both are accessible to the public.*

As a reminder, the pertinent language as shown in paragraph 6b. or Appendix D of the attached policy, depending on size, must also be incorporated into all publications made available to the public including electronic media and printed publications.

Response. *The Port has added the full Non-Discrimination Statement found at Appendix D of DR 4300-003 on our website and will include it on all materials as required and as the size of the material permits. When the size of the material is too small to include the full statement, the Port will include the following statement instead: "This institution is an equal opportunity provider."*

2. Section 504 of the Rehabilitation Act of 1973 requires recipients of federal assistance to complete a Self-Evaluation and a Transition Plan (if dictated by the results of the self-evaluation). (NOTE: this also appears to be a requirement of Title II of the ADA).

Response. *The Self-Evaluation for compliance with Section 504 was updated as requested. Please see attached.*

The visit to your facility, located in Brookings revealed that the administrative building is not fully accessible by ADA or ABA standards. Since you have a building, the public can come to, to make application, make payments, and where public meetings are held, the office must be accessible by ADA and ABA standards, or a plan developed and implemented that would provide program accessibility. Accessibility concerns include lack of an accessible restroom and entrance threshold that appears to exceed acceptable height, not a complete list, just the main items noted.

This Institution is an Equal Opportunity Provider

Response. *To clarify, the Port's administration building does not hold public meetings at this location and the restrooms are not for public use. The public restrooms are ADA accessible and are located at the retail center next the public meeting room. A sign with map was placed in the main office lobby to notified customers of the location of the public restroom. The administration main door entrance threshold height has been corrected. Other accessibility issues are addressed in the attached Self-Evaluation and related facility-specific documents.*

3. Collection of user demographics.

Response. *Port staff is using the format we received from you and is now in the process of collecting the demographics of applications for Port services. With each new application or renewal for service, we will obtain this information from them and update our tracking spreadsheet.*

4. Limited English Proficiency (LEP) requirements. Section 504 of the Rehabilitation Act of 1973 and Executive Order 13166 both require that you take reasonable steps to ensure that persons who do not speak English as their primary language and/or have a limited ability to read, speak, write or understand English, receive language assistance to have meaningful access to USDA programs, services and information the Port provides. Your primary responsibility in this regard would be to prepare an LEP/LAP, or Language Access Plan.

Response. *The Port is in the process of conducting the four factor analysis and preparing a language access plan and will provide a copy of the plan when complete.*

Please let me know if you have any questions.

Thank you,


Gary Dehlinger
Port Manager

Cc: Board of Commissioners
James M. Walker, Port Legal Counsel, Miller Nash LLP

**SELF-EVALUATION FOR COMPLIANCE WITH SECTION 504
HANDICAPPED ACCESSIBILITY REQUIREMENTS**

NOTE: This self-evaluation must cover all programs and services operated by the city or county loan/grant recipient. The self-evaluation must be done in consultation with individuals with handicaps or organizations representing them. The form provides space for describing actions the organization will take to come into compliance with Section 504 regulations.

City/County of _____
(Hereafter called "agency")

Address: Port of Brookings Harbor
P.O. Box 848 / 16330 Lower Harbor Road
Brookings, OR 97415

Person completing self-evaluation:

Name: Gary Dehlinger
Title: Port Manager Date: May 12, 2022

Handicapped individuals(s) or organizations representing individuals with handicaps that assisted the agency in completion of the self-evaluation:

Name(s): Gary and Sharon Hartung
Title: N/A
Organization: N/A
Address: 97865 Chilcote Ln.
Brookings, OR 97415

PUBLIC INFORMATION

YES NO

A. Do all notices and advertisements written for the public by the agency include a notice that it does not discriminate against individuals with handicaps? x _____

B. Do all public meeting and public hearing notices offer assistance to individuals with handicaps, on request? x _____

C. If you answered NO to A and/or B, list below the types of publications or notices that need to be amended (this can include official letterhead and standard forms used by the agency):

USDA Rural Development is an Equal Opportunity Lender, Provider, and Employer.
Complaints of discrimination should be sent to:
USDA, Director, Office of Civil Rights, Washington D. C. 20250-9410

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D. Are posters about the rights of individuals with handicaps prominently displayed in appropriate locations for employees and the general public to read? YES NO
x _____

(Posters can be obtained at no cost from Northwest Disability Business Technical Assistance Center, phone 1-800-949-4232 V/TTY)

E. Describe the process by which the agency secures, or plans to secure, the services of interpreters (sign and foreign language) for public meetings. What standards are used to decide whether a request for assistance, in the case of a public meeting or hearing, can be accommodated?

When a person with a disability contacts the Port for special assistance required for a public meeting or hearing, we would call our service providers and supply that service to the extent required.

ACTIONS NEEDED

(e.g., when current inventory of agency forms runs out, reprint new forms with nondiscrimination statement at bottom. Obtain and display posters, develop a list of qualified sign language interpreters, develop standards and procedures for accommodating requests for assistance.)

None.

TELEPHONE COMMUNICATION

YES NO

A. Does the agency have a TDD (Telecommunications Device for the Deaf) for use in communicating over the telephone with hearing-impaired persons? _____ x _____

If yes, list TDD location and telephone number:

Location: _____

Phone No.: _____

Is this TDD available to all agency departments? _____ x _____

Answer "no" if the TDD is only available for 911, or other emergency-related business.

B. If "no" to A, above, how does the agency communicate by phone with persons who have hearing and speech impairments?

The Port uses Oregon Relay Service (711).

C. How does the agency notify the public and individuals with hearing impairments of the method chosen? (e.g., published notice, phone listing, billing inserts)

The Port's website.

ACTIONS NEEDED (e.g., contact Oregon Relay Service to learn about the service; research cost/benefit of buying a TDD; publicize at a council meeting and in the newspaper that the agency will now have an in-house TDD; contact the Northwest Disability Business Technical Assistance Center to learn about TDD's.)

None.

FACILITIES

A. List all facilities from which the agency provides services.

<u>Facility</u>	<u>Address</u>	<u>Services Provided</u> <u>Major Activity</u>
Office	16330 Lower Harbor Road	Administration
Shop	16282 Lower Harbor Road	Shop (closed to public; no services provided)
RV Park Office	16024 Boat Basin Road	RV Park Office

B. Complete a separate Facilities Evaluation (page 8 of this exhibit) for each facility listed in A, above.

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EMPLOYMENT PRACTICES

A. Recruitment	<u>YES</u>	<u>NO</u>	<u>N/A</u>
1. Does all recruitment literature indicate that the agency does not discriminate on the basis of handicap?	<u>X</u>	<u> </u>	<u> </u>
2. Are employees with handicaps included in promotional and recruitment advertising?	<u>X</u>	<u> </u>	<u> </u>
3. Are organizations which represent individuals with handicaps contacted for advice and referrals?	<u>X</u>	<u> </u>	<u> </u>

If you answered "no" to any of these questions you must include corresponding corrective actions in the following Actions Needed Section.

B. Job Vacancies			
1. Are all vacancy announcements reviewed to ensure that physical, mental and communication requirements are job-related and accurately reflect job functions?	<u>X</u>	<u> </u>	<u> </u>
2. Are managers willing to consider reasonable accommodations for the handicaps of otherwise qualified applicants?	<u>X</u>	<u> </u>	<u> </u>

If you answered "no" to any of these questions you must include corresponding corrective actions in the following Actions Needed Section.

C. Job Interviews	<u>YES</u>	<u>NO</u>	<u>N/A</u>
1. Is every hiring supervisor informed of the requirement that all questions asked in the job interview must be related to duties and functions of the job?	<u>X</u>	<u> </u>	<u> </u>
2. Has every hiring supervisor been informed of where and how to obtain assistance to interview an applicant with a hearing impairment?	<u>X</u>	<u> </u>	<u> </u>
3. Is there an interviewing area accessible to an applicant in a wheelchair?	<u>X</u>	<u> </u>	<u> </u>

If you answered "no" to any of these questions you must include corresponding corrective actions in the following Actions Needed Section.

D.	Physical Examinations	<u>YES</u>	<u>NO</u>	<u>N/A</u>
1.	Does the agency conduct or require any medical exams Prior to making offers of employment? If "no", go to question #3.	_____	X	_____
2.	<u>If "yes",</u>			
	- are <u>all</u> entering employees subject to the medical exam?	_____	_____	_____
	- are all offers of employment conditional based on the results of the exam?	_____	_____	_____
	- are the medical results not used in a discriminatory manner?	_____	_____	_____
	- is all the information gathered maintained confidentially?	_____	_____	_____

If you answered "no" to any of these questions you must include corresponding corrective actions in the following Actions Needed Section.

		<u>YES</u>	<u>NO</u>	<u>N/A</u>
3.	Has every hiring supervisor been informed that no offer Of employment may be withdrawn on the basis of medical conditions that are not job-related?	X	_____	_____

If you answered "no" to any of these questions you must include corresponding corrective actions in the following Actions Needed Section.

E.	Reasonable Accommodations	<u>YES</u>	<u>NO</u>	<u>N/A</u>
1.	Has a method been implemented for soliciting voluntary indications of handicapped status and requests for accommodations by new hires and existing employees?	X	_____	_____
2.	Have employees with handicaps requested that the agency Make accommodations in consideration of their limitations?	_____	_____	X
3.	If employees with handicaps have responded, is the information kept confidential?	_____	_____	X

YES NO N/A

4. Has the agency ever denied a request for reasonable accommodations? _____ **X** _____
5. If so, was the denial based on the concept of "undue hardship?" _____ _____ **X** _____

If you answered "no" to questions E.1, or E.3, you must include corresponding corrective actions in the following Actions Needed Section.

6. Have any complaints been filed against the agency for employment discrimination on the basis of disability within the past 5 years? _____ **X** _____
If "yes", briefly give the status of the complaint of how the complaint was resolved.

ACTIONS NEEDED (e.g., agency personnel officer needs to instruct all hiring supervisors of legal requirements: need to instruct all hiring supervisors that interviews must be held in accessible locations.) Identify needed actions by the question numbers.

F. SPECIAL REQUIREMENTS FOR AGENCIES WITH 15 OR MORE EMPLOYEES

1. How many persons are employed by the agency? 12
(Do not reduce this number to "full-time employees")

STOP HERE if the answer to F.1, is less than 15. If the answer is 15 or more, complete the remaining questions.

2. Has the agency designated at least one person to coordinate efforts to comply with accessibility requirements? _____ YES NO N/A
If yes, name, address, phone (Voice), TDD number (or Relay Service Number)
3. Has the agency developed grievance procedures for prompt and equitable resolution of complaints alleging employment discrimination on the basis of disability? _____ _____ _____

YES NO N/A

4. Has the agency taken initial and continuing steps to Notify applicants and beneficiaries (including those with vision and hearing impairments), and unions or professional organizations holding agreements with the recipient, that it does not discriminate on the basis of disabilities in admission or access to, or treatment or employment in, its federally assisted programs and activities? (24 CFR 8.54 requires this action.)

Date of initial published notice: _____

What steps is the agency taking for Outreach/ongoing notice efforts? (list)

5. **Information disseminated by recipient** must conform to the following:

Posters: The nondiscrimination poster, "...And Justice for All" will be conspicuously displayed at the recipient's facility, especially in the recipient's business office. Additional posters may be posted in common use areas such as laundry rooms or meeting rooms.

Printed material: Handbooks, pamphlets and other materials distributed to the public describing the applicant's or recipient's program or facility and the requirements for participation will contain the following nondiscrimination clause:

"This is an Equal Opportunity Provider."

Public broadcasts: Publications and broadcasts on radio or television must state that the recipient's program is an equal opportunity program or otherwise state that "Federal laws prohibit discrimination in this program."

Newspaper articles and advertisements: Newspaper articles on or any advertisements describing the availability of services, must also contain the nondiscrimination clause, "This is an Equal Opportunity Program."

Non-English speaking group: Where a significant number or proportion of the population eligible to be served or likely to be directly affected by the program needs service or information in a language other than English in order to participate, the recipient shall provide information in the appropriate languages.

SECTION 504 SELF-EVALUATION
PROGRAM ACCESSIBILITY—FACILITIES

Complete a separate form for each facility owned by the city or county loan/grant recipient

City/County: Port of Brookings Harbor
Facility Name/Address: Port Office - 16330 Lower Harbor Road

A. Is this facility accessible to individuals with handicaps
(whether employees or members of the public)?

	<u>YES</u>	<u>NO</u>	<u>N/A</u>
	x		

B. Briefly describe all services or activities conducted in the facility which are not accessible to individuals with handicaps, and why.

1. Port Administration Office
Port administration office has no restrooms for public use. Restrooms in the administration office are for employees only.
The restrooms for employees do not have adequate accessibility space for wheelchairs.

2. _____
Counter does not provide accessibility.

3. _____

(attach additional sheets as needed)

C. Describe what actions have been or will be taken to address each of the problems listed in B, above and list when these steps will be accomplished. Accommodations made should ensure that individuals with handicaps have reasonable access to the services or activities listed above. Or, if the decision is made that accommodation poses an “undue administrative or financial burden”, state this decision and reasons for the decision.

1. The Port has ADA accessible public restrooms located at the retail center next the public meeting room. A sign with map was placed in the main office lobby to notified customers of the location of the public restroom.
The Port will make additional accommodations to the extent legally required as soon as possible or determine if doing so poses an undue burden and/or is not readily achievable.

2. _____
Counter will be modified to provide accessibility as soon as possible.

3. _____
Main entrance threshold height has been fixed so that it no longer exceeds 1/4".

(attach additional sheets as needed)

SECTION 504 SELF-EVALUATION
PROGRAM ACCESSIBILITY—FACILITIES

Complete a separate form for each facility owned by the city or county loan/grant recipient

City/County: Port of Brookings Harbor
Facility Name/Address: Shop - 16282 Lower Harbor Road

A. Is this facility accessible to individuals with handicaps
(whether employees or members of the public)?

<u>YES</u>	<u>NO</u>	<u>N/A</u>
x		

B. Briefly describe all services or activities conducted in the facility which are not accessible to individuals with handicaps, and why.

1. Port Shop
Port Shop is for facility maintenance only. No public activity occurs at this location.
Port Shop restroom for employees does not have adequate accessibility space for wheelchairs.

2. _____

3. _____

(attach additional sheets as needed)

C. Describe what actions have been or will be taken to address each of the problems listed in B, above and list when these steps will be accomplished. Accommodations made should ensure that individuals with handicaps have reasonable access to the services or activities listed above. Or, if the decision is made that accommodation poses an "undue administrative or financial burden", state this decision and reasons for the decision.

1. The Port has ADA accessible public restrooms located at the retail center next the public meeting room. Employees are aware of and permitted to use the accessible public restrooms.
The Port will make additional accommodations to the extent legally required as soon as possible or determine if doing so poses an undue burden and/or is not readily achievable.

2. _____

3. _____

(attach additional sheets as needed)

SECTION 504 SELF-EVALUATION
PROGRAM ACCESSIBILITY—FACILITIES

Complete a separate form for each facility owned by the city or county loan/grant recipient

City/County: Port of Brookings Harbor
Facility Name/Address: RV Park Office - 16024 Boat Basin Road

	<u>YES</u>	<u>NO</u>	<u>N/A</u>
A. Is this facility accessible to individuals with handicaps (whether employees or members of the public)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

B. Briefly describe all services or activities conducted in the facility which are not accessible to individuals with handicaps, and why.

1. RV Park Office
Missing accessible ramp to office entrance.

2. _____
Office space dose not provide accessibility space for wheelchairs.

3. _____
Counter does not provide accessibility.

(attach additional sheets as needed)

C. Describe what actions have been or will be taken to address each of the problems listed in B, above and list when these steps will be accomplished. Accommodations made should ensure that individuals with handicaps have reasonable access to the services or activities listed above. Or, if the decision is made that accommodation poses an “undue administrative or financial burden”, state this decision and reasons for the decision.

1. For items 1 and 2, Port will determine to install a ramp or replace the building with proper accessibility as soon as possible or determine if doing so poses an undue burden and/or is not readily achievable.
Port staff will provide services to individuals who cannot access the RV Park Office outside the RV Park Office until a board decision is reached.

2. _____

3. _____
Counter will be removed to provide accessibility as soon as possible.

(attach additional sheets as needed)

USDA's Non-Discrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, USDA, its Mission Areas, agencies, staff offices, employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language) should contact the responsible Mission Area, agency, or staff office; the USDA TARGET Center at (202) 720-2600 (voice and TTY); or the Federal Relay Service at (800) 877- 8339.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at <https://www.ocio.usda.gov/document/ad-3027>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

- (1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or
- (2) Fax: (833) 256-1665 or (202) 690-7442; or
- (3) Email: program.intake@usda.gov

USDA is an equal opportunity provider, employer, and lender.

INFORMATION ITEM – F

DATE: June 15, 2022
RE: Boat Yard Building(s) and Port Office Proposal
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- The last meeting the Board approved seeking funding to replace the boat yard warehouse and to develop a replacement proposal for Board review.
- Since our last meeting, we have identified another building that needs replacement. This building is the current Port Office. The front half the building is much older than the back section. The front building has serious rot, electrical issues, roof leaks and ADA accessibility concerns. Port staff recommends demolishing the entire building and rebuild a new prefabricated metal building near the Port Shop.
- Our proposal includes four separate prefabricated buildings:
 1. Main Shop Building 60-ft by 205-ft.
 2. Office/Retail Building 25-ft by 100-ft.
 3. Travel Lift Building 50-ft by 50-ft.
 4. Port Office Building 50-ft by 80-ft.
 1. **Main Shop Building** would replace the existing wooden/metal pole barn structure. We are proposing two (2) shops at 40-ft by 60-ft dimensions and five (5) shops at 25-ft by 60-ft dimensions. Port staff discussed these dimensions with our current tenants and that's what they recommended. These spaces could be used for either storage or shop space, but all spaces would be designed for shop use and would be rented at equal rates.
 2. **Office/Retail Building** would be an added structure to accommodate the need for small office or retail space. The spaces would be 20-ft by 25-ft. We notice the need for small office space when Seal Cove Reality space opened up. This building would also provide the restroom facility for the boat yard. These spaces could also be rented for storage, if desired.
 3. **Travel Lift Building** would be a three-sided structure to house the travel lift from weather prolonging the life span and reducing repairs of the equipment.
 4. **Port Office Building** would be a new building. We are proposing a building designed to conduct port business and meet the needs of the staff. This building would have approximately 600 square foot meeting room, six (6) individual office spaces, lobby, copier room, file storage room and restrooms.
- The estimated costs to build these four buildings total \$1,093,300. We figured about 10% for contingency which brings the estimated loan amount to \$1.2 million.
- We contacted a local prefabrication manufacturer for a cursory building estimates, used google search for additional information and personal knowledge of building expenses

for our estimate. It will take six (6) months from the date of order to when we would expect to see the prefabricated buildings on site.

- We are proposing to Request for Proposal (RFP) for the prefabricated buildings and RFP for a general contractor to install and complete the buildings for occupancy.
- Preliminary schedule would be this:

Dates		Description
June 2022	July 2022	Secure Loan from Public or Private Source
June 2022	July 2022	Board Approval on Design and Project
July 2022	August 2022	RFP for Pre-Engineered Metal Buildings (PEMB)
September 2022	October 2022	Award & Order PEMB / Funding Completed
October 2022	March 2023	Order Pre-Engineered Metal Building (PEMB) & Delivery
November 2022	December 2022	RFP General Contractor to build PEMB
January 2023		Award General Contractor
March 2023	May 2023	Erect PEMB #1, #3 & #4
May 2023	June 2023	Tenants from old building move into new building(s)
June 2023	July 2023	Demolition of old building(s)
July 2023	August 2023	Erect PEMB #2
June 2023	August 2023	Asphalt-Surface Work / Project Completed

This schedule is subject to change due to either funding issues, delivery-supply chain issues, and contractor scheduling.

- With our current rental rates and proposed building layouts, the new income would pay for the loan at 4% APR and have a Return on Investment at 31%. We believe achieving 100% occupancy within the first year after completion is doable at this current economy.
- The existing tenants have verbally shown interest to move into the new building.

Other Port repair projects that we will need to consider for funding include (not in any order of importance):

1. Electrical infrastructure to the docks and on the docks (including pedestals)
2. RV Park paving
3. Retail Roof repairs
4. Boardwalk repair
5. Basin 2 dock replacement (reconfiguration)
6. Travel Lift ramp replacement
7. RV Park Improvements (back row)
8. Receiving Docks repair / replacements
9. Basins Slope repairs

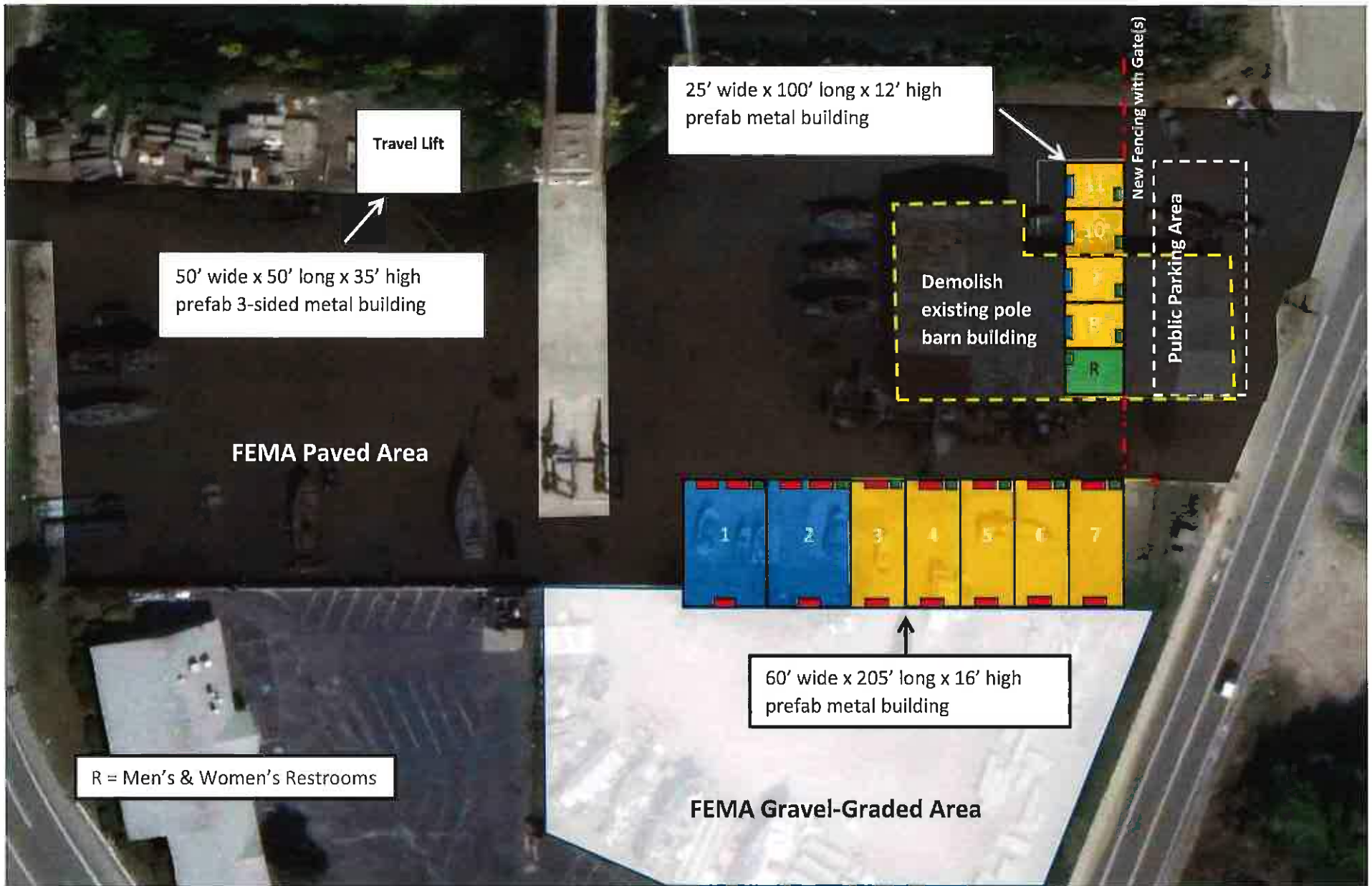
Other Port Projects that we may need to consider for funding include (not in any order of importance):

1. Wastewater Treatment Plant matching
2. RV Park expansion to Kite Field for utilities and amenities
3. Storage Building Facility
4. Commercial Retail Expansion

DOCUMENTS

- Proposed Boat Yard Layout, 1 page
- Proposed Port Office Layout, 1 page
- Proposed Buildings Procurement, 1 page
- Estimated Building Costs, 7 pages
- Estimated revenue for 100% and 75% occupancy, 2 pages
- Amortization Calculator at 4% APR, 1 page
- Return on Investment Calculator at 4% APR, 1 page
- Amortization Calculator at 5% APR, 1 page
- Return on Investment Calculator at 5% APR, 1 page
- Strategic Business Plan Table 14 – Capital Improvement Plan November 2021, 1 page

Port of Brookings Harbor - Proposed New Boat Yard Layout



12' wide x 14' high roll-up door

Walk-in Door

10' wide x 8' high roll-up door / Spaces 1 & 2 = 40'x60' / Spaces 3 - 7 25'x60' / Spaces 8 - 11 20'x25'

Proposed New Port Office Location



Proposed Procurement

Procurement for boat yard and Port Office buildings:

Proposing three (3) prefabricated metal buildings to replace the existing pole barn structure located at 16060 Lower Harbor Road, Brookings OR 97415. Proposing one (1) prefabricated metal building to replace the existing Port Office at 16330 Lower Harbor Road, Brookings OR 97415.

The main prefabricated metal building would provide boat and automotive type of repair shops and/or storage of various materials or vehicles. Size of this building would be approximately 60-ft wide by 205-ft long and 16-ft high. The building would have up to seven (7) independent spaces. Two (2) spaces would be 40-ft by 60-ft, five (5) spaces would be 25-ft by 60-ft. Sixteen (16) roll-up type doors with dimensions of 12-ft wide and 14-ft high. Seven (7) walk-in doors. Each individual space to have independent power supply with proper outlets and shop lighting. Fire sprinkler system per NFPA 13. Divider walls constructed of wood or metal studs with plane drywall finish. This building will need to meet all ADA accessibilities.

The second prefabricated metal building would provide office or storage type of spaces. Size of this building would be approximately 25-ft by 100-ft and 12-ft high. The building would have five (5) independent spaces. Four (4) spaces would be 20-ft by 25-ft, one (1) space would be 20-ft by 25-ft for a restroom designed for unisex. Four (4) roll-up type doors with dimensions of 10-ft wide and 8-ft high. Five (5) walk-in doors. Each individual space to have independent power supply with proper outlets and office or shop lighting. Divider walls constructed of wood or metal studs with plane drywall finish. This building will need to meet all ADA accessibilities including restroom. Tie-in existing sewer and water plumbing for the restroom.

The third prefabricated metal building is a three-side building to store the Port's travel lift. Size of this building would be approximately 50-ft wide by 50-ft long and 35-ft high.

The fourth prefabricated metal building would provide the Port a new office to meet the needs of Port Commissioners and staff at 16282 Lower Harbor Road. The size of this building would be approximately 50-ft by 80-ft and 10-ft high. This building would have nine (9) interior rooms (office space & public meeting room) and two (2) restrooms. Divider walls constructed of wood or metal studs with plane drywall finish. Fully furnished with electrical, power and sewer utilities.

Optional Quote:

Demolition of existing pole barn structure approximately 12,000 square feet. Wood frame with metal and masonry block siding and metal roof. Disposal of wood, metal, and masonry block. Leave existing concrete floor/subgrade in place.

Demolition of existing Port Office building approximately 1,500 square feet wood framed building and disconnect all utilities.

Building cost - \$17,475.00 (\$6.78 - \$10.24 per square foot) · Accessories - \$3,700.00 (10% to 28% of the cost. · Monolithic Foundation - (\$14,900) \$8 per square ...

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You're ready to hire a **general contractor** for your upcoming project, and you're looking to get the biggest bang for your buck with a high-quality, affordable structure.

Pre-engineered metal buildings (PEMB) are a popular choice for many business owners thanks to benefits such as:

- Quick construction time
- Low maintenance
- Flexible expansions
- Lower costs

But *how* low is the low cost of PEMBs? Most PEMBs only cost between \$10 and \$25 per square foot, depending on specific factors.

Is a PEMB right for your needs? Let's take a closer look.

WHAT IS A PRE-ENGINEERED METAL BUILDING?

When something is referred to as "pre-engineered," that means its components (like wall or roof panels) are manufactured at a factory and then delivered to a construction site. The materials are then assembled on site. The pre-engineered process means everything gets built off-site before assembly.

A pre-engineered metal building utilizes the pre-engineering process. It is a building that is typically constructed with a steel frame that supports metal wall panels and roof panels.

They are pre-designed to meet exact dimensions based on:

- The needs of the building owner
- Local building codes
- Potential load issues

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The cost to erect a commercial metal building averages \$10 to \$25 per square foot. But this price can go as low as \$6 a square foot (or as high as \$120 per square foot), depending on current steel prices, your building's size and design, the options available to you, and any customizations you pick. Apr 12, 2021

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A 50x100 steel building (5,000 sq ft) can cost from \$47,000 to \$65,000+ for the steel building kit. That equates to be \$9-\$13+ per square foot as of June 2021*. The eave height, complexity of the building design, and local wind and snow loads determine the price for the steel building kit.

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Engineered Metal Structures - Low Cost Per Square Foot

ClearSpan provides custom and turnkey commercial **metal buildings** for any business.

Metal buildings base their costs on square footage. On average, you can expect to pay **\$10 to \$25 per square foot** for a PEMB. However, the range can extend as low as \$6 to as high as \$120 per square foot depending on certain considerations. Jan 27, 2022

<https://apxconstructiongroup.com> › pemb-cost-per-sq-ft

Pre-Engineered Metal Buildings Average Cost (Per Sq. Ft.)

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Steel Building Prices: 2022 Metal Building Cost Comparison

The average **steel building costs** \$17,500-\$20,800, or \$16-\$20 per square foot. However, you might expect to pay as little as \$4,000-\$6,000 for small metal ...

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\$53,661.00	\$29,920.00	\$64,199.00
eBay	bigbuildings...	QE Building...
Free shipping	Free shipping	Free shipping
		
Delivered and Installed...	Delivered and Installed Th...	40x60x16 Metal Building
\$160,000.00	\$56,000.00	\$36,899.00
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If your project is new construction, expect to pay \$1 to \$2 per square foot of coverage. A high-rise building will be more expensive, averaging \$2 to \$4 per square foot of coverage. Existing buildings that will be retrofitted can average \$2-\$7 per square foot of coverage.

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Commercial Fire Sprinkler System Cost - [Pricing Per ...

The Average Commercial Fire Sprinkler Cost – Industry Standard — New commercial property owners should expect to pay \$1 to \$2 per square foot, which ... The Average Commercial Fire... · What Affects the Cost of...

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Fire Sprinkler System Installation Cost Calculator [2022]

Jan 7, 2022 — Installing fire sprinklers costs \$1-\$2 per square foot in new construction, and \$2-\$7 per square foot in existing, non-historic facilities. Extra Equipment · Why Does Your Business... · Benefits of Installing a Fire...

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How Much Do Fire Sprinkler Systems Actually Cost?

What Does a Fire Sprinkler System Cost? · \$1 to \$2 per sprinklered square foot for new construction projects · \$2 to \$7 per sprinklered square foot for ...

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Commercial Fire Sprinkler System Cost: Installation Prices

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How much does a fire sprinkler system cost?

How much does a fire sprinkler system cost? · \$1 to \$2 per sprinklered square foot for new

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Any building more than 55 feet in height must have automatic sprinkler systems installed throughout the structure. Self-storage facilities are also required to have automatic sprinklers installed, unless it's a one-story building with no interior corridors and which contains a one-hour fire barrier. May 18, 2020

https://www.carportcentral.com › blog › should-you-instal...
Should You Install Fire Sprinklers in Your Metal Building?

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Fire-Sprinkler-Guide-IBC-2015.pdf
Complete Sprinkler Requirements. The following paragraphs outline where complete sprinkler systems are required: Sprinklers are required whenever the floor ...
43 pages

https://www.keystonefire.com › Blog
When are Fire Sprinkler Systems Required?
Dec 10, 2019 — According to NFPA 13, all newly constructed commercial buildings that are 5,000 square feet or larger are required to have fire sprinkler ...

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Why Install Fire Sprinklers - %% - PWS Steel Buildings
Mar 22, 2019 — Adding a sprinkler system to your steel building has multiple benefits: abatement for fire-resistant building materials, a likely decrease ...

http://qcode.us › codes › temecula › view
15.04.020 California Building Code.
Fire sprinkler systems shall be installed in mobile homes, manufactured homes and multifamily manufactured homes with two dwelling units in accordance with ...

https://www.elephantbarns.com › install-a-fire-sprinkler...
Install a Fire Sprinkler System in Your Steel Barn
Mar 14, 2017 — One step that may seem extreme but is sure to help in the event of a fire is to install a fire sprinkler system into your metal barn or garage.

2 Percent CPI Average Increase for 25 Years - 100% Occupancy

Shop/Storage Spaces				
Years	Sq Ft	Price/SF	Revenue/Mo	Revenue/Yr
1	12,300	0.58	7,134.00	85,608.00
2	12,300	0.59	7,276.68	87,320.16
3	12,300	0.60	7,422.21	89,066.56
4	12,300	0.62	7,570.66	90,847.89
5	12,300	0.63	7,722.07	92,664.85
6	12,300	0.64	7,876.51	94,518.15
7	12,300	0.65	8,034.04	96,408.51
8	12,300	0.67	8,194.72	98,336.68
9	12,300	0.68	8,358.62	100,303.42
10	12,300	0.69	8,525.79	102,309.48
11	12,300	0.71	8,696.31	104,355.67
12	12,300	0.72	8,870.23	106,442.79
13	12,300	0.74	9,047.64	108,571.64
14	12,300	0.75	9,228.59	110,743.08
15	12,300	0.77	9,413.16	112,957.94
16	12,300	0.78	9,601.42	115,217.10
17	12,300	0.80	9,793.45	117,521.44
18	12,300	0.81	9,989.32	119,871.87
19	12,300	0.83	10,189.11	122,269.30
20	12,300	0.84	10,392.89	124,714.69
21	12,300	0.86	10,600.75	127,208.98
22	12,300	0.88	10,812.76	129,753.16
23	12,300	0.90	11,029.02	132,348.23
24	12,300	0.91	11,249.60	134,995.19
25	12,300	0.93	11,474.59	137,695.10
				2,742,049.90

Office/Retail Spaces				
Years	Sq Ft	Price/SF	Revenue/Mo	Revenue/Yr
1	2,000	1	2,000.00	24,000.00
2	2,000	1.02	2,040.00	24,480.00
3	2,000	1.04	2,080.80	24,969.60
4	2,000	1.06	2,122.42	25,468.99
5	2,000	1.08	2,164.86	25,978.37
6	2,000	1.10	2,208.16	26,497.94
7	2,000	1.13	2,252.32	27,027.90
8	2,000	1.15	2,297.37	27,568.46
9	2,000	1.17	2,343.32	28,119.83
10	2,000	1.20	2,390.19	28,682.22
11	2,000	1.22	2,437.99	29,255.87
12	2,000	1.24	2,486.75	29,840.98
13	2,000	1.27	2,536.48	30,437.80
14	2,000	1.29	2,587.21	31,046.56
15	2,000	1.32	2,638.96	31,667.49
16	2,000	1.35	2,691.74	32,300.84
17	2,000	1.37	2,745.57	32,946.86
18	2,000	1.40	2,800.48	33,605.79
19	2,000	1.43	2,856.49	34,277.91
20	2,000	1.46	2,913.62	34,963.47
21	2,000	1.49	2,971.89	35,662.74
22	2,000	1.52	3,031.33	36,375.99
23	2,000	1.55	3,091.96	37,103.51
24	2,000	1.58	3,153.80	37,845.58
25	2,000	1.61	3,216.87	38,602.49
				768,727.19

Total Revenue from both buildings first Month	9,134.00
--	-----------------

Total Revenue from both buildings in 25 Years	3,510,777.09
--	---------------------

2 Percent CPI Average Increase for 25 Years - 75% Occupancy

Shop/Storage Spaces				
Years	Sq Ft	Price/SF	Revenue/Mo	Revenue/Yr
1	9,225	0.58	5,350.50	64,206.00
2	9,225	0.59	5,457.51	65,490.12
3	9,225	0.60	5,566.66	66,799.92
4	9,225	0.62	5,677.99	68,135.92
5	9,225	0.63	5,791.55	69,498.64
6	9,225	0.64	5,907.38	70,888.61
7	9,225	0.65	6,025.53	72,306.38
8	9,225	0.67	6,146.04	73,752.51
9	9,225	0.68	6,268.96	75,227.56
10	9,225	0.69	6,394.34	76,732.11
11	9,225	0.71	6,522.23	78,266.76
12	9,225	0.72	6,652.67	79,832.09
13	9,225	0.74	6,785.73	81,428.73
14	9,225	0.75	6,921.44	83,057.31
15	9,225	0.77	7,059.87	84,718.45
16	9,225	0.78	7,201.07	86,412.82
17	9,225	0.80	7,345.09	88,141.08
18	9,225	0.81	7,491.99	89,903.90
19	9,225	0.83	7,641.83	91,701.98
20	9,225	0.84	7,794.67	93,536.02
21	9,225	0.86	7,950.56	95,406.74
22	9,225	0.88	8,109.57	97,314.87
23	9,225	0.90	8,271.76	99,261.17
24	9,225	0.91	8,437.20	101,246.39
25	9,225	0.93	8,605.94	103,271.32
				2,056,537.42

Office/Retail Spaces				
Years	Sq Ft	Price/SF	Revenue/Mo	Revenue/Yr
1	1,500	1	1,500.00	18,000.00
2	1,500	1.02	1,530.00	18,360.00
3	1,500	1.04	1,560.60	18,727.20
4	1,500	1.06	1,591.81	19,101.74
5	1,500	1.08	1,623.65	19,483.78
6	1,500	1.10	1,656.12	19,873.45
7	1,500	1.13	1,689.24	20,270.92
8	1,500	1.15	1,723.03	20,676.34
9	1,500	1.17	1,757.49	21,089.87
10	1,500	1.20	1,792.64	21,511.67
11	1,500	1.22	1,828.49	21,941.90
12	1,500	1.24	1,865.06	22,380.74
13	1,500	1.27	1,902.36	22,828.35
14	1,500	1.29	1,940.41	23,284.92
15	1,500	1.32	1,979.22	23,750.62
16	1,500	1.35	2,018.80	24,225.63
17	1,500	1.37	2,059.18	24,710.14
18	1,500	1.40	2,100.36	25,204.35
19	1,500	1.43	2,142.37	25,708.43
20	1,500	1.46	2,185.22	26,222.60
21	1,500	1.49	2,228.92	26,747.05
22	1,500	1.52	2,273.50	27,281.99
23	1,500	1.55	2,318.97	27,827.63
24	1,500	1.58	2,365.35	28,384.19
25	1,500	1.61	2,412.66	28,951.87
				576,545.40

Total Revenue from both buildings first Month	6,850.50
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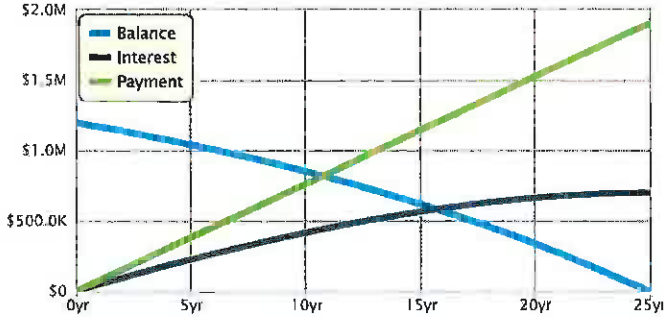
Total Revenue from both buildings in 25 Years	2,633,082.82
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Amortization Calculator

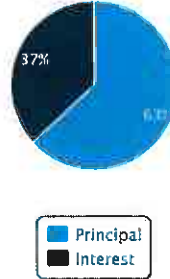
Loan Amount
Loan Term years
Interest Rate (APR)

Monthly Pay: \$6,334.04
 Total of 300 Loan Payments \$1,900,212.63
 Total Interest \$700,212.63

Loan Amortization Graph



Payment Breakdown



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Annual Amortization Schedule

	Beginning Balance	Interest	Principal	Ending Balance
1	\$1,200,000.00	\$47,480.76	\$28,527.72	\$1,171,472.26
2	\$1,171,472.26	\$46,318.51	\$29,689.97	\$1,141,782.25
3	\$1,141,782.25	\$45,108.88	\$30,899.60	\$1,110,882.63
4	\$1,110,882.63	\$43,849.97	\$32,158.51	\$1,078,724.10
5	\$1,078,724.10	\$42,539.78	\$33,468.70	\$1,045,255.39
6	\$1,045,255.39	\$41,176.23	\$34,832.25	\$1,010,423.12
7	\$1,010,423.12	\$39,757.11	\$36,251.37	\$974,171.72
8	\$974,171.72	\$38,280.19	\$37,728.29	\$936,443.39
9	\$936,443.39	\$36,743.07	\$39,265.41	\$897,177.94
10	\$897,177.94	\$35,143.33	\$40,865.15	\$856,312.76
11	\$856,312.76	\$33,478.41	\$42,530.07	\$813,782.67
12	\$813,782.67	\$31,745.68	\$44,262.80	\$769,519.84
13	\$769,519.84	\$29,942.34	\$46,066.14	\$723,453.67
14	\$723,453.67	\$28,065.53	\$47,942.95	\$675,510.69
15	\$675,510.69	\$26,112.25	\$49,896.23	\$625,614.44
16	\$625,614.44	\$24,079.41	\$51,929.07	\$573,685.35
17	\$573,685.35	\$21,963.74	\$54,044.74	\$519,640.58
18	\$519,640.58	\$19,761.88	\$56,246.60	\$463,393.94
19	\$463,393.94	\$17,470.29	\$58,538.19	\$404,855.73
20	\$404,855.73	\$15,085.35	\$60,923.13	\$343,932.59
21	\$343,932.59	\$12,603.24	\$63,405.24	\$280,527.34
22	\$280,527.34	\$10,020.03	\$65,988.45	\$214,538.86
23	\$214,538.86	\$7,331.65	\$68,676.93	\$145,861.91
24	\$145,861.91	\$4,533.54	\$71,474.94	\$74,386.95
25	\$74,386.95	\$1,621.54	\$74,386.94	\$0.00

While the Amortization Calculator can serve as a basic tool for most, if not all, amortization calculations, there are other calculators available on this website that are more specifically geared for common amortization calculations.

[Mortgage Calculator](#)

[Auto Loan Calculator](#)

Return on Investment (ROI) Calculator

Amount Invested

Amount Returned

Investment Time:
 Use Dates Use Length

Investment Length years

Result	
Investment Gain	\$1,085,565.00
ROI	44.76%
Annualized ROI	1.49%
Investment Length	25.00 years



4% APR

Search

Related:

[Investment Calculator](#) | [Average Return Calculator](#)

In finance, Return on Investment, usually abbreviated as ROI, is a common, widespread metric used to evaluate the forecasted profitability on different investments. Before any serious investment opportunities are even considered, ROI is a solid base from which to go forth. The metric can be applied to anything from stocks, real estate, employees, to even a sheep farm; anything that has a cost with the potential to derive gains from can have an ROI assigned to it. While much more intricate formulas exist to help calculate the rate of return on investments accurately, ROI is lauded and still widely used due to its simplicity and broad usage as a quick-and-dirty method. Many money-making schemes involve several businessmen seated at a table during lunch talking about potential investments until one of them exclaims about one with a very high ROI after doing the calculations on a napkin.

ROI may be confused with ROR, or rate of return. Sometimes, they can be used interchangeably, but there is a big difference: ROR can denote a period of time, often annually, while ROI doesn't.

The basic formula for ROI is:

$$ROI = \frac{\text{Gain from Investment} - \text{Cost of Investment}}{\text{Cost of Investment}}$$

As a most basic example, Bob wants to calculate the ROI on his sheep farming operation. From the beginning until the present, he invested a total of \$50,000 into the project, and his total profits to date sum up to \$70,000.

$$\frac{\$70,000 - \$50,000}{\$50,000} = 40\%$$

Bob's ROI on his sheep farming operation is 40%. Conversely, the formula can be used to compute either gain from or cost of investment, given a desired ROI. If Bob wanted an ROI of 40% and knew his initial cost of investment was \$50,000, \$70,000 is the gain he must make from the initial investment to realize his desired ROI.

Difficulty in Usage

It is true that ROI as a metric can be utilized to gauge the profitability of almost anything. However, its universal applicability is also the reason why it tends to be difficult to use properly. While the ROI formula itself may be simple, the real problem comes from people not understanding how to arrive at the correct definition for 'cost' and/or 'gain', or the variability involved. For instance, for a potential real estate property, investor A might calculate the ROI involving capital expenditure, taxes, and insurance, while investor B might only use the purchase price. For a potential stock, investor A might calculate ROI including taxes on capital gains, while investor B may not. Also, does an ROI calculation involve every cash flow in the middle other than the first and the last? Different investors use ROI differently.

However, the biggest nuance with ROI is that there is no timeframe involved. Take, for instance, an investor with an investment decision between a diamond with an ROI of 1,000% or a piece of land with an ROI of 50%. Right off the bat, the diamond seems like the no-brainer, but is it true if the ROI is calculated over 50 years for the diamond as opposed to the land's ROI calculated over several months? This is why ROI does its job well as a base for evaluating investments, but it is essential to supplement it further with other, more accurate measures.

Annualized ROI

Financial Calculators

- [Mortgage](#)
- [Auto Loan](#)
- [Payment](#)
- [Amortization](#)
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- [Income Tax](#)
- [Salary](#)
- [Interest Rate](#)
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- [Loan](#)
- [Interest](#)
- [Retirement](#)
- [Investment](#)
- [Inflation](#)
- [Mortgage Payoff](#)
- [Compound Interest](#)
- [401K](#)
- [Sales Tax](#)

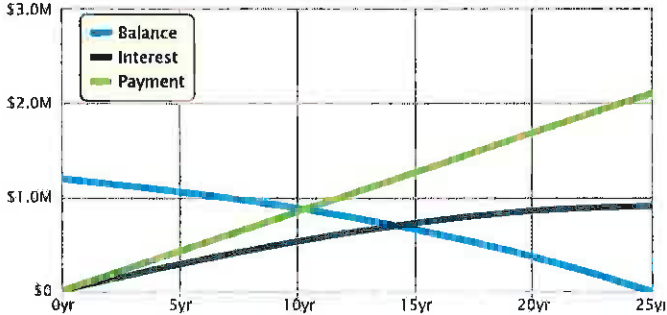
[Financial](#) | [Fitness and Health](#) | [Math](#) | [Other](#)

Amortization Calculator

Loan Amount
Loan Term years
Interest Rate (APR)

Monthly Pay: \$7,015.08
 Total of 300 Loan Payments \$2,104,524.15
 Total Interest \$904,524.15

Loan Amortization Graph



Payment Breakdown



Search

Financial Calculators

- [Mortgage](#)
- [Auto Loan](#)
- [Payment](#)
- [Amortization](#)
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- [Inflation](#)
- [Mortgage Payoff](#)
- [Compound Interest](#)
- [401K](#)
- [Sales Tax](#)

Annual Amortization Schedule

	Beginning Balance	Interest	Principal	Ending Balance
1	\$1,200,000.00	\$69,438.08	\$24,742.88	\$1,175,257.12
2	\$1,175,257.12	\$58,172.20	\$26,008.76	\$1,149,248.34
3	\$1,149,248.34	\$56,841.53	\$27,339.43	\$1,121,908.91
4	\$1,121,908.91	\$55,442.81	\$28,738.15	\$1,093,170.74
5	\$1,093,170.74	\$53,972.51	\$30,208.45	\$1,062,962.27
6	\$1,062,962.27	\$52,426.96	\$31,754.00	\$1,031,208.28
7	\$1,031,208.28	\$50,802.38	\$33,378.58	\$997,829.69
8	\$997,829.69	\$49,094.67	\$35,086.29	\$962,743.39
9	\$962,743.39	\$47,299.60	\$36,881.36	\$925,862.01
10	\$925,862.01	\$45,412.67	\$38,768.29	\$887,093.71
11	\$887,093.71	\$43,429.20	\$40,751.76	\$846,341.94
12	\$846,341.94	\$41,344.26	\$42,836.70	\$803,505.25
13	\$803,505.25	\$39,152.67	\$45,028.29	\$758,476.94
14	\$758,476.94	\$36,848.92	\$47,332.04	\$711,144.90
15	\$711,144.90	\$34,427.32	\$49,753.64	\$661,391.26
16	\$661,391.26	\$31,881.83	\$52,299.13	\$609,092.13
17	\$609,092.13	\$29,206.13	\$54,974.83	\$554,117.28
18	\$554,117.28	\$26,393.49	\$57,787.47	\$496,329.82
19	\$496,329.82	\$23,436.98	\$60,743.98	\$435,585.83
20	\$435,585.83	\$20,329.20	\$63,851.76	\$371,734.07
21	\$371,734.07	\$17,062.44	\$67,118.52	\$304,615.53
22	\$304,615.53	\$13,628.51	\$70,552.45	\$234,063.08
23	\$234,063.08	\$10,018.92	\$74,162.04	\$159,901.03
24	\$159,901.03	\$6,224.64	\$77,956.32	\$81,944.71
25	\$81,944.71	\$2,236.27	\$81,944.69	\$0.00

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[Mortgage Calculator](#)

[Auto Loan Calculator](#)

Return on Investment (ROI) Calculator

5% APR

Amount Invested

Amount Returned

Investment Time:

Use Dates Use Length

Investment Length years

Result	
Investment Gain	\$881,253.00
ROI	33.51%
Annualized ROI	1.16%
Investment Length	25.00 years



Search

Related:

[Investment Calculator](#) | [Average Return Calculator](#)

In finance, Return on Investment, usually abbreviated as ROI, is a common, widespread metric used to evaluate the forecasted profitability on different investments. Before any serious investment opportunities are even considered, ROI is a solid base from which to go forth. The metric can be applied to anything from stocks, real estate, employees, to even a sheep farm; anything that has a cost with the potential to derive gains from can have an ROI assigned to it. While much more intricate formulas exist to help calculate the rate of return on investments accurately, ROI is lauded and still widely used due to its simplicity and broad usage as a quick-and-dirty method. Many money-making schemes involve several businessmen seated at a table during lunch talking about potential investments until one of them exclaims about one with a very high ROI after doing the calculations on a napkin.

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Annualized ROI

Financial Calculators

Mortgage	Loan
Auto Loan	Interest
Payment	Retirement
Amortization	Investment
Currency	Inflation
Finance	Mortgage Payoff
Income Tax	Compound Interest
Salary	401K
Interest Rate	Sales Tax
More Financial Calculators	

[Financial](#) | [Fitness and Health](#) | [Math](#) | [Other](#)

6.1 Capital Facilities Plan. The Port has identified short-, mid-, and long-term capital improvement projects to facilitate the continued success of its operations and facilities. Table 14 lists potential projects, their timeframes, and planning level cost estimates for them.

Table 14 - Capital Improvement Plan

		Capital Improvements	2021 Cost Estimates	Timeline	2021-22 Priority	Fund Source	Priority Project Category
1	RV Park Facility Improvements	Front row RV site improvements	\$657,000	2021-22	High	Port	Recreation Improvements / public amenities
2	Transient Dock Power Building	Rebuild transient dock power source supply	\$75,000	2022-23	High	Port	Marina facility upgrade
3	Wastewater Treatment Plant	Construct wastewater treatment plant for Port industrial and commercial facilities	\$3,500,000	2022-23	High	EPA / Port / Private	Commercial facility upgrade
4	Basins 1 and 2 Dredging & Basin 2 Slope Repair	Basins 1 and 2 dredging and Basin 2 slope repairs	\$1,700,000	2022-24	Extreme	FEMA - HMGP - Business Oregon	2019 Storm related damage
5	Stormwater Drainage and Paving Gear Storage, Boat Yard & Kite Field Areas	Stormwater improvements; grading and paving	\$2,000,000	2022-24	Extreme	FEMA - HMGP - Business Oregon	2019 Storm related damage
6	RV Park Facility Expansion on Kite Field (part of FEMA Projects above)	Develop utilities for RV camping with laundromat & possible mobile food service area	\$300,000	2022-24	High	Port	Recreation Improvements / public amenities
7	RV Park Paving	Paving and stormwater improvements	\$500,000	2023-24	High	HMGP / OSPR / Port	Recreation Improvements / public amenities
8	Retail Bld # 1 Roof Replacement	Retail Bld # 1 Roof Replacement	\$80,000	2023-24	High	Port	Commercial facility upgrade
9	Boardwalk Repair	Repair / restore piling; secure slope	\$200,000	2023-24	High	HMGP / Port	Marina facility upgrade / public amenities
10	Basin 2 Docks / Transient Dock	Replace old docks P Dock and reconfigure spaces to accommodate larger vessels	\$600,000	2023-24	High	HMGP / Port	Commercial / Marina facility upgrade
11	Retail Bld # 2 Roof Replacement	Retail Bld # 2 Roof Replacement	\$80,000	2024-25	High	Port	Commercial facility upgrade
12	Basin 2 Docks	Replace old docks O Dock and reconfigure spaces to accommodate larger vessels	\$600,000	2024-25	High	HMGP / Port	Commercial / Marina facility upgrade
13	Travel Lift Ramp Replacement	Rebuild travel lift ramp	\$750,000	2025-26	Medium	HMGP / Port	Commercial / Marina facility upgrade
14	Basin 1 Slope Repairs	Basin1 slope repairs	\$600,000	2025-26	Medium	HMGP / Port	Marina facility upgrade
15	Basin 2 Docks	Replace old docks N Dock	\$600,000	2025-26	Medium	HMGP / Port	Commercial / Marina facility upgrade
16	Transient Dock / Barge-Icehouse / Basin 2 Slopes	Transient dock and barge/icehouse slope repairs	\$500,000	2025-26	Low	HMGP / Port	Marina facility upgrade
17	RV Park Facility Improvements	Upgrade back-in site utilities and improvements	\$700,000	2025-26	Low	Port	Recreation improvements / public amenities
18	Receiving Docks - Hallmark	Demolish existing timber docks and concrete bulkhead; construct new concrete docks.	\$1,500,000	2025-26	Low	NHMP / Port	Commercial facility upgrade
19	Receiving Docks - Broken	Demolish existing timber docks and concrete bulkhead; construct new concrete docks.	\$1,500,000	2025-26	Low	HMGP / Port	Commercial facility upgrade
20	Receiving Docks - Pacific Seafood Old	Demolish existing timber docks and concrete bulkhead; construct new concrete docks.	\$750,000	2025-26	Low	HMGP / Port	Commercial facility upgrade
21	Basin 2 Stormwater and Paving - East Parking Area	Stormwater and paving improvements	\$250,000	2025-26	Low	Port - Grants	Commercial facility upgrade / public amenities
22	Green Building Area	Develop site for covered storage units for all types of equipment, gear, vessels, vehicles, etc.	\$1,000,000	2030-31	Low	Port - Grants	Commercial facility upgrade
23	RV Park Protection Wall	Install protective seawall	\$500,000	2030-31	Low	HMGP / Port	Recreation Improvements / public amenities
24	Basin 2 Docks	Replace old docks from C thru H	\$1,500,000	2030-31	Low	Port - Grants	Commercial / Marina facility upgrade
25	Commercial Center Upgrade	Commercial building and site repairs or building third retail building	\$1,500,000	2030-31	Low	Port - Grants	Commercial facility upgrade / public amenities
26	Development Potential of Port Bare Ground	Examine opportunity site for potential development - hotel / condo / business center	\$1,000,000	2030-31	Low	Port - Grants	Public-private partnership opportunity

Cost estimates are based on similar projects in other locations and are not based on detailed engineering plans or analysis. Final engineering and construction costs may vary.

Estimate Total \$22,942,000

INFORMATION ITEM – G

DATE: June 15, 2022
RE: RV Park New Fence Dividers
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

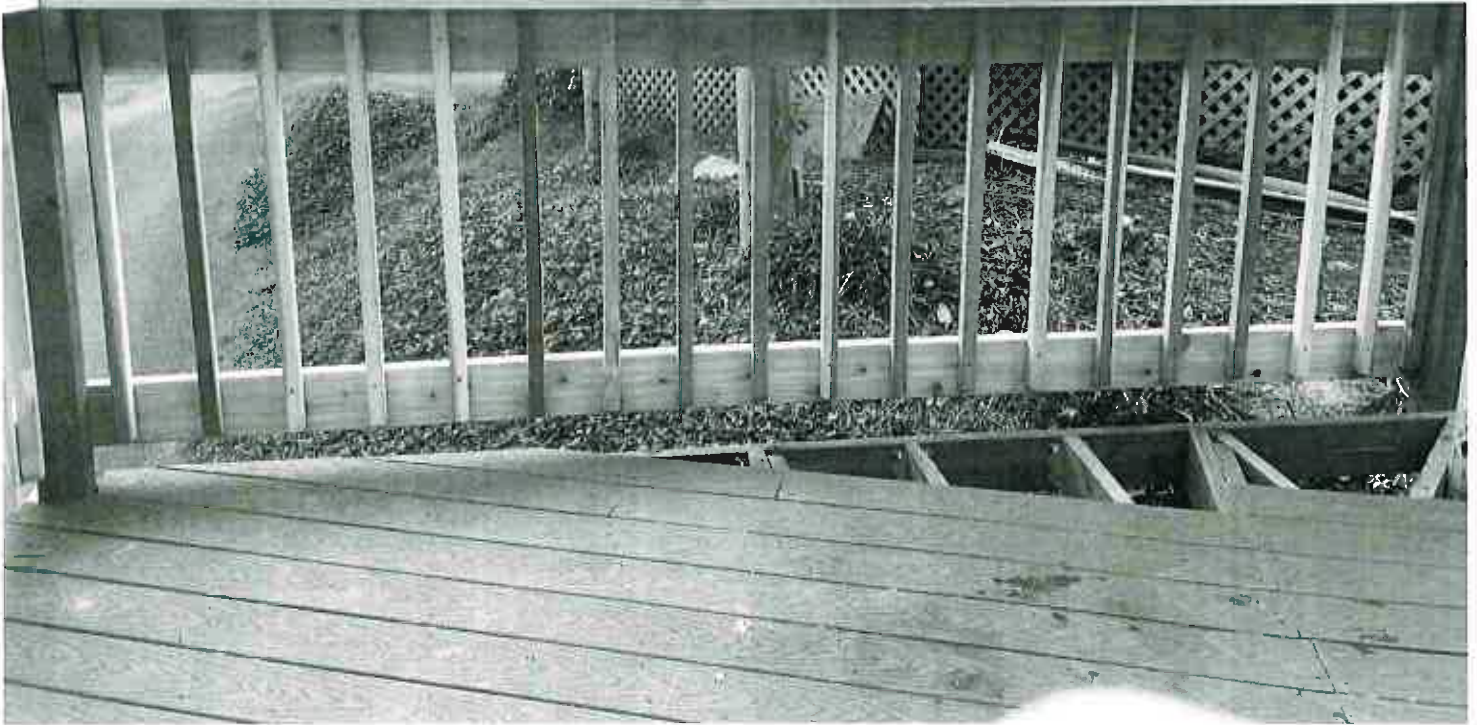
OVERVIEW

- Our new RV Park improvements to the front row did not include fence dividers. Fence dividers were planned to be done by the Port after construction was completed.
- Port staff has considered many options and have looked at other RV Parks for ideas. There are many different types and styles, and some don't have any at all.
- Here are some of the dividers we are considering with approximate costs:
 1. Wood picket fencing (same type of fence we currently using). \$500 plus labor to install per site.
 2. Plastic picket fencing. \$570 plus labor to install per site.
 3. Chain-link fabric fencing. \$1,200 plus labor to install per site.
 4. Concrete blocks. \$450 plus labor to set blocks per site.
 5. Concrete blocks with wood panels. \$800 plus labor to set and install wood per site.
- We would be looking at a total of 38 sites, all front sites, to install the new fencing. Back row sites would be done at another time.

DOCUMENTS

- Pictures and diagrams of site fence dividers, 11 pages



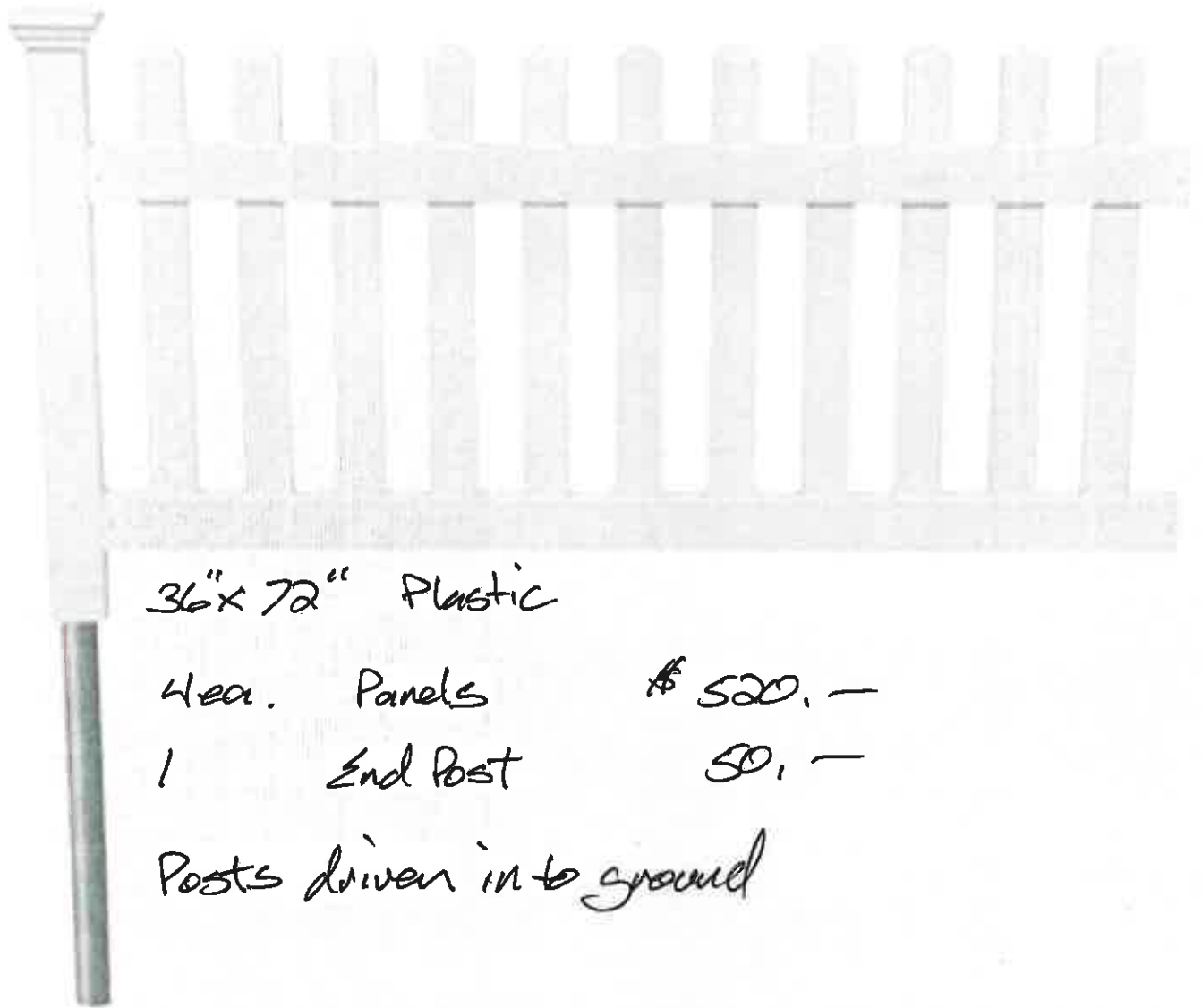


24' Approx \$500. - we supply concrete
wood-cedar

Dig holes

Set Posts

Assemble fence



36" x 72" Plastic

4 ea. Panels \$ 520. -

1 End Post 50. -

Posts driven in to ground

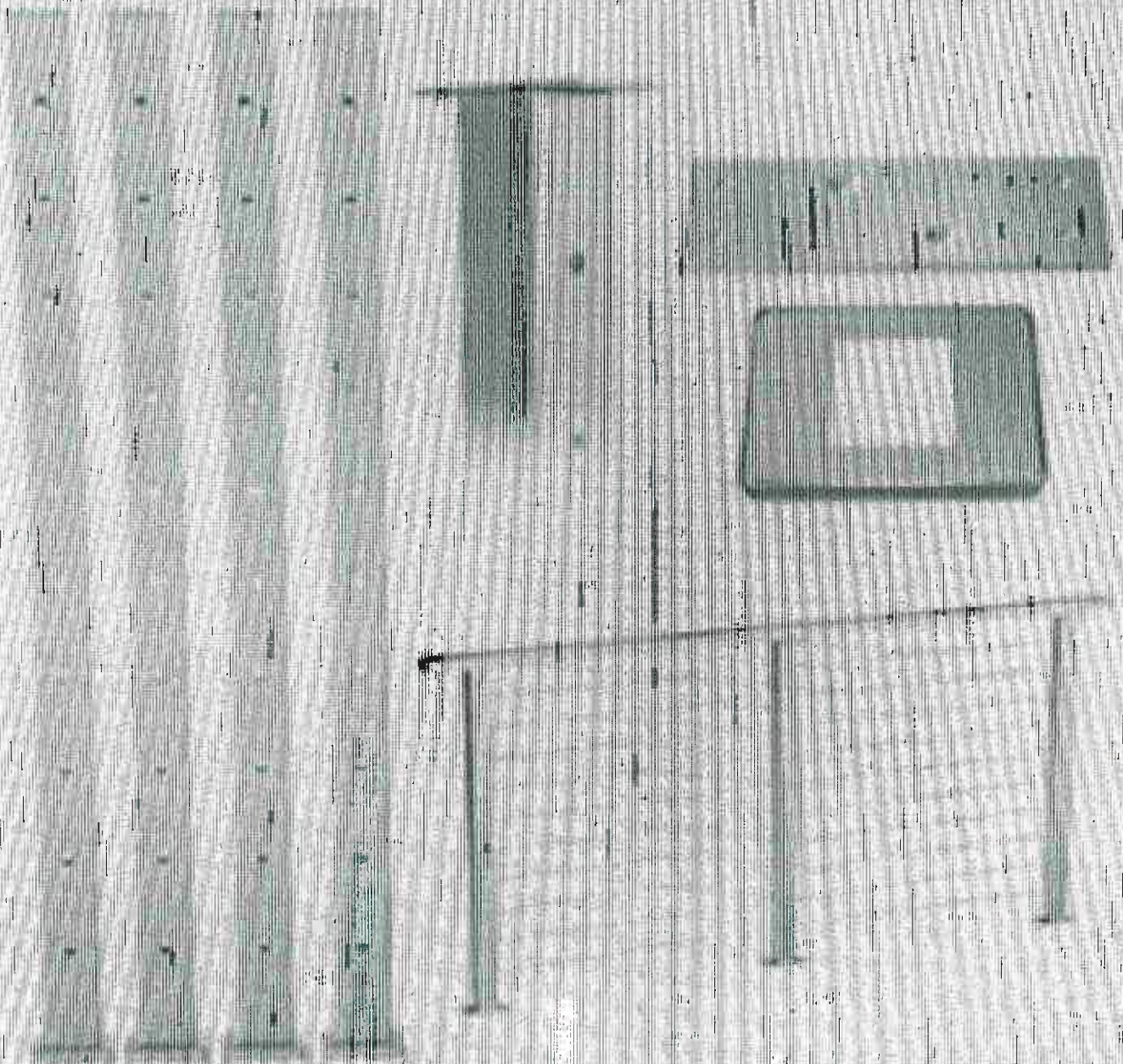
Roll over image to zoom in



2 VIDEOS

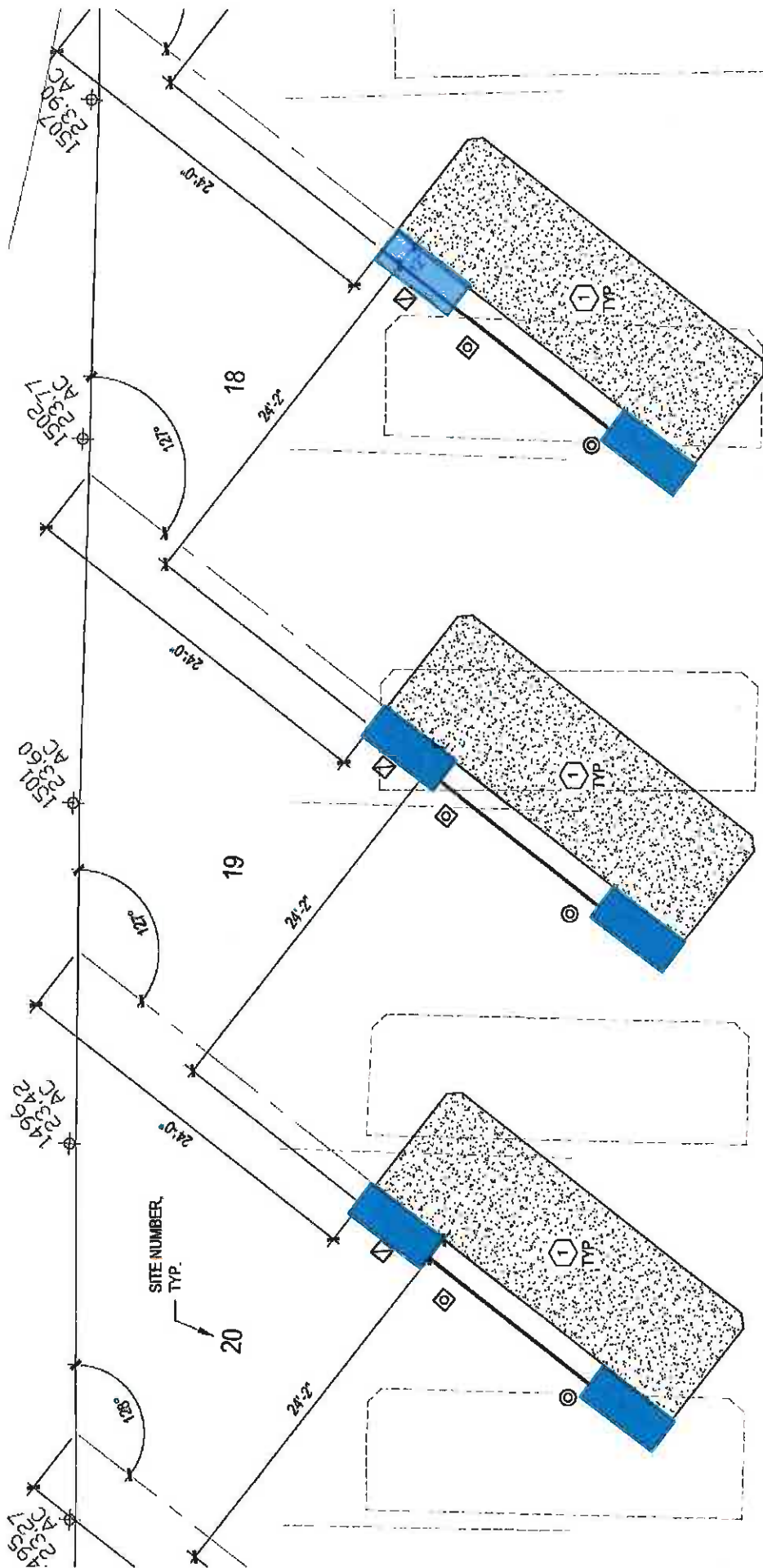


\$11.99 (6 used & new offers)



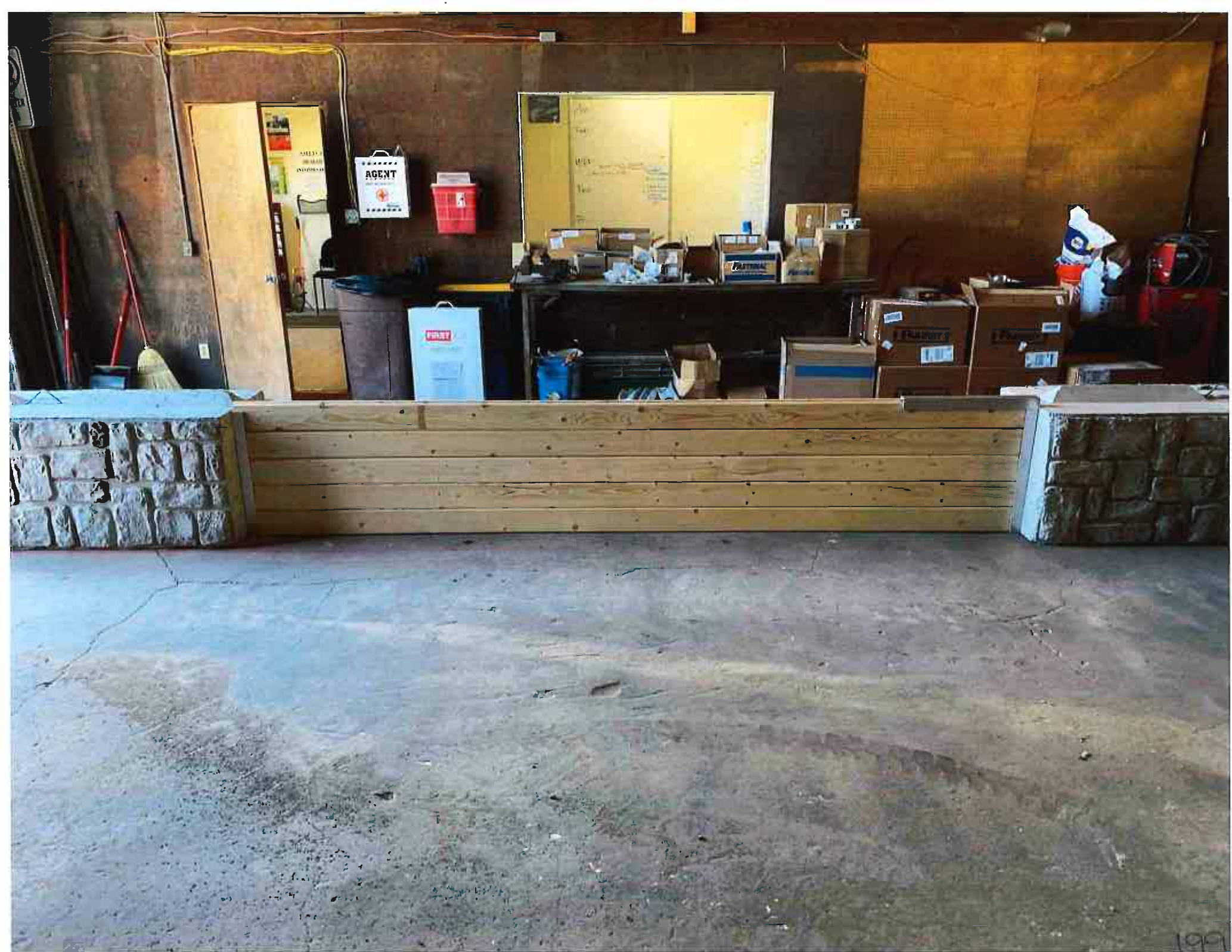
Muzata 4Pack Cable Railing Post Square
Weldless Flat top 36"x2"x2" Stainless Steel
Brushed Pre-Drilled Posts Wood Concrete
Surface Mount Deck Balustrade Invisible...

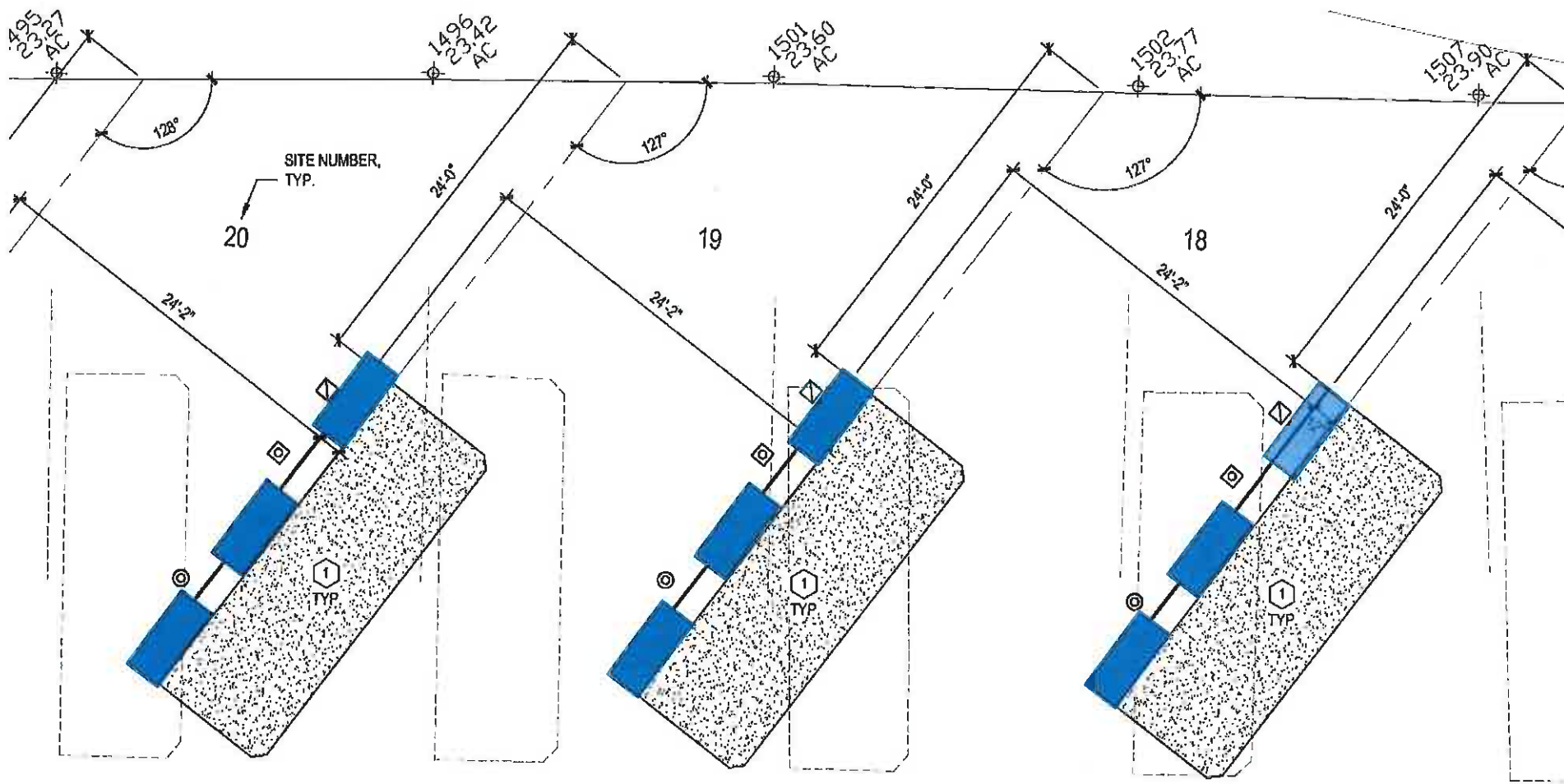
Approx \$1200. - for 24' we set posts & assemble
wine & stainless 195

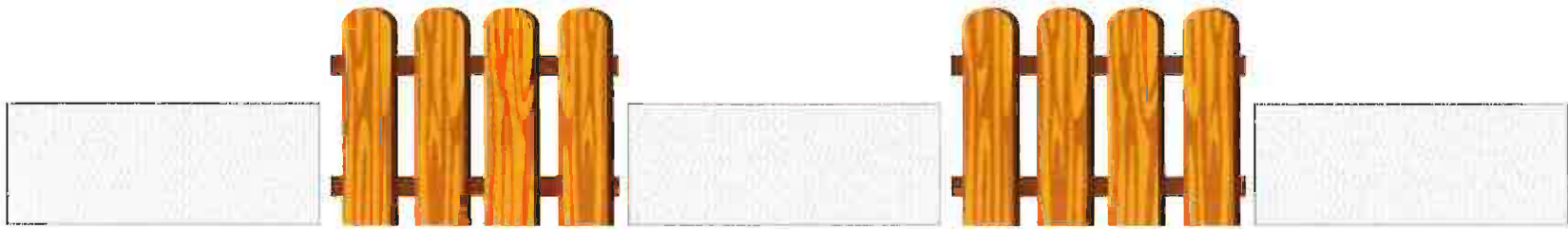


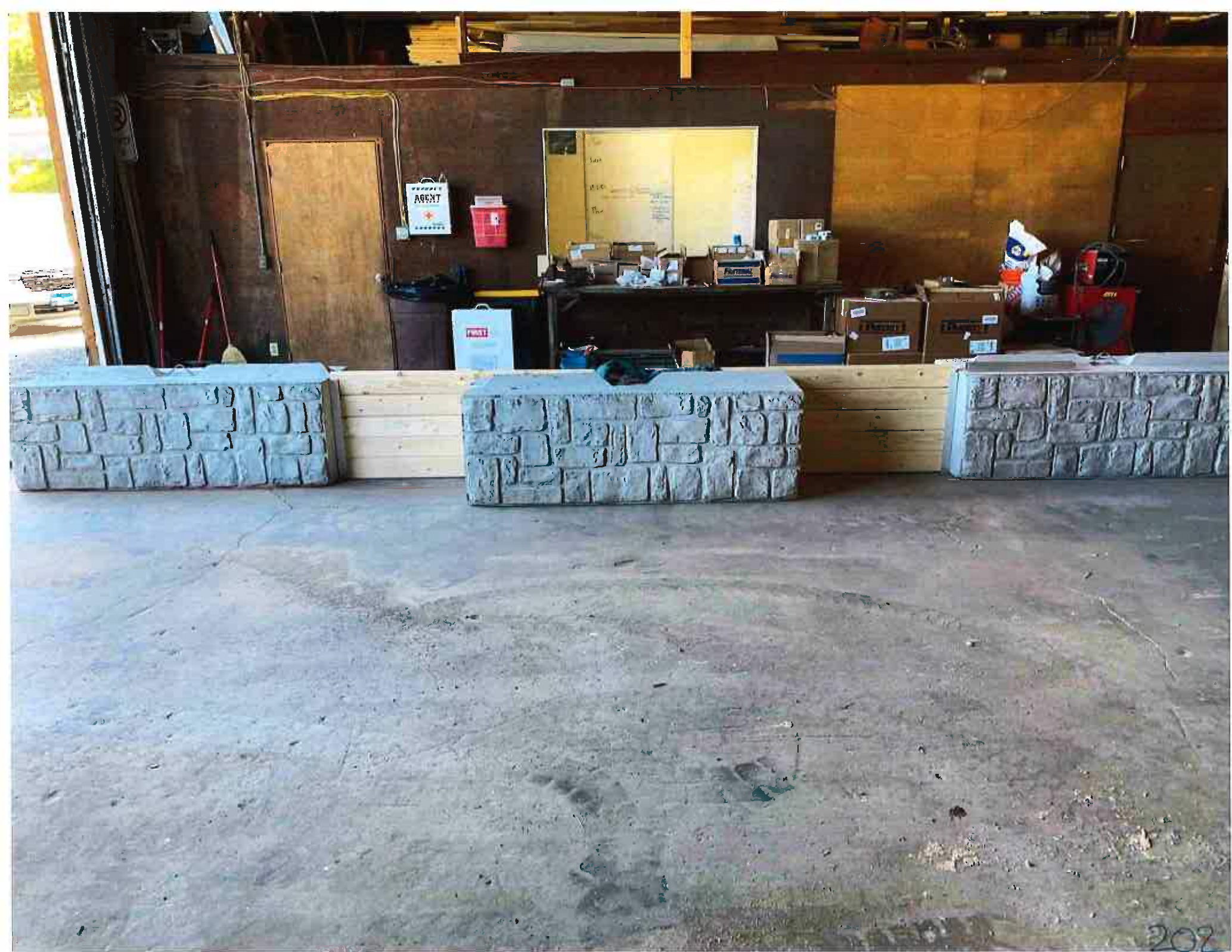












AGENT

Jan
Feb
Mar

INFORMATION ITEM – H

DATE: June 15, 2022
RE: Summer Food Dine-In Bus Route
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- The summer food dine-in bus route used to occur across Lower Harbor Road at the State Farm parking lot. Since State Farm has moved the Brookings Food Bank has requested to use the Port's parking lot.
- I had Port legal provide their advice on this activity on Port property:
 - There could be some premises liability exposure, but the amount of exposure may be small.
 - The main risk I see is a potential claim from someone who is injured as a result of the parking lot's condition. For example, a person that trips and injures their leg due to uneven surfaces or potholes on the lot could bring a claim, and the Port may be liable if it (a) knew (or reasonably should have known) of the uneven surface and (b) failed to exercise reasonable care to protect those present from the danger.
 - If the parking lot does not have any conditions or attributes that present a risk of damage to people on the bus ride or their property (e.g., potholes, uneven surfaces, improper signage or striping), then I don't see much legal risk. If there are hazards on the parking lot, the Port can still minimize the risk by exercising reasonable care to protect against damage. For example, if there are uneven surfaces on the lot, the Port can tape off the dangerous areas or use cones to block access.
- The Port has this same exposure in our parking lots for anyone using it. Staff does their best to identify and fill potholes or make repairs to the grounds. This activity is providing a greater good to the community.

DOCUMENTS

- Summer Food Dine-In Bus Route Flier, 1 page

SUMMER FOOD DINE- IN BUS

ROUTE

WEDNESDAY ONLY

10:45-12:20

June 30
July 27

Cindy Badger
661- [redacted]

10:45-11:05 Brookings Library

11:10-11:30 Old Fire Side Diner Parking lot

11:35-11:55 Harbor Fire Department

12:00-12:20 Kemp Auto

is this okay
I will change
the name of
course

A WEEKEND SNACK PACK WILL BE GIVEN OUT CURTESY OF
THE BROOKINGS FOOD BANK!



INFORMATION ITEM – I

DATE: June 15, 2022
RE: Travel Lift Ramp Sediment Impacts
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Over the years the Port has had issues with sediment coming from the 84" culvert adjacent to the Port's travel lift ramp. In 2015 and 2017, the Port removed sediment from the travel ramp that had been discharged from the 84" culvert to the ramp. Today, sediment from the 84" culvert is once again impacting the travel lift ramp and the surrounding vicinity. Please see attached photos taken on May 18, 2022.
- This travel lift ramp is essential in maintaining safe and secure vessels operating in local governmental waters. This facility also provides essential maintenance for the United States Coast Guard fleet stationed at the Chetco River.
- Curry County has the right-of-way through Port property for the 84" pipe and maintains the catch basin at the hotel corner of Lower Harbor Road and Boat Basin Road. The sediment that is in the catch basin, 84" pipe and deposited in the Port basin should be maintained by Curry County.
- The Port can only haul out vessel at higher tides. This is a reoccurring issue and expense to the Port that will need to stop.

DOCUMENTS

- Pictures of sediment pile in Basin 2 from 84" pipe on May 18, 2022, 8 pages

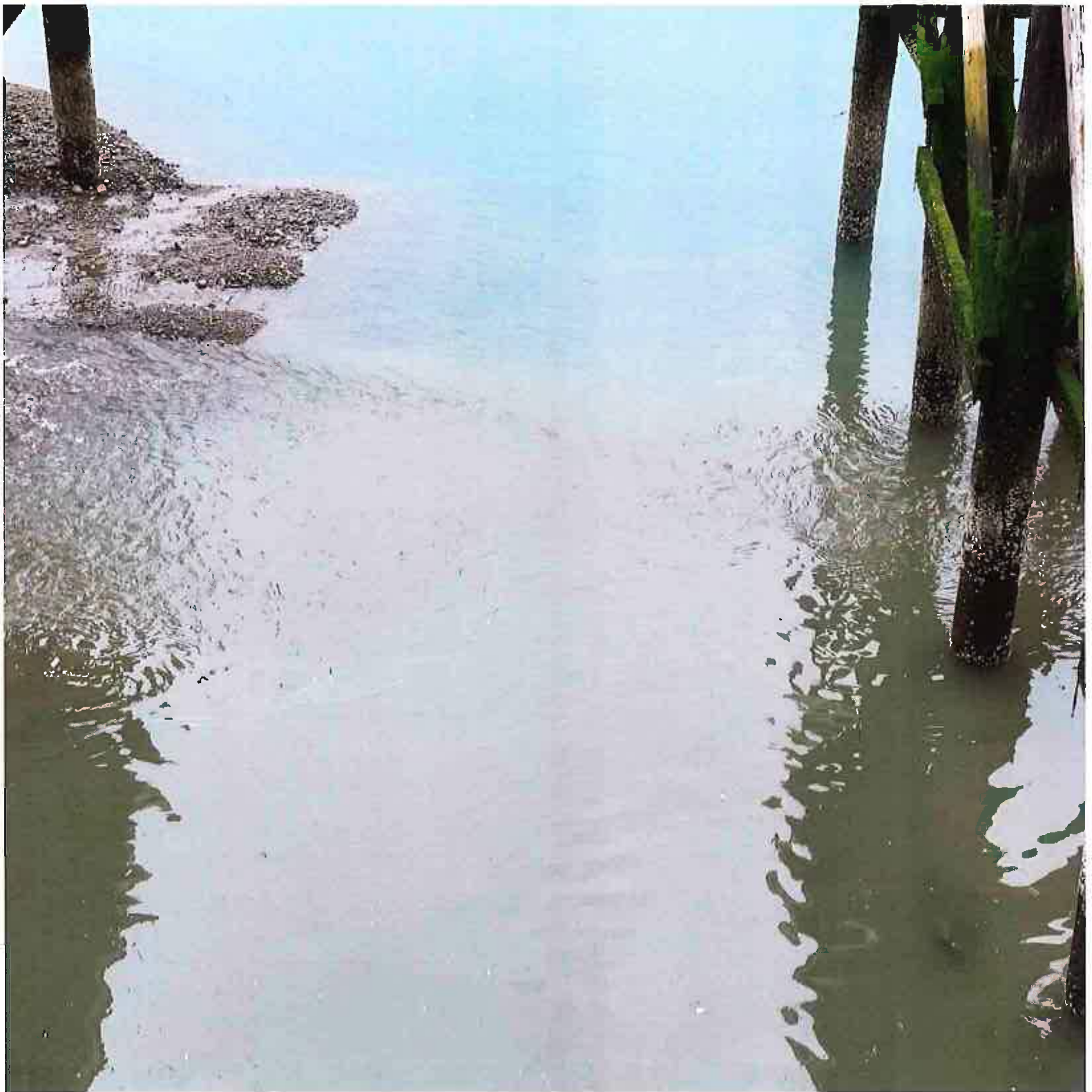
TRAVEL LIFT RAMP

5-18-2022 8:28 AM

TIDE -2.1 @ 8:13 AM













BASIN 2

5-18-2022 8:28AM

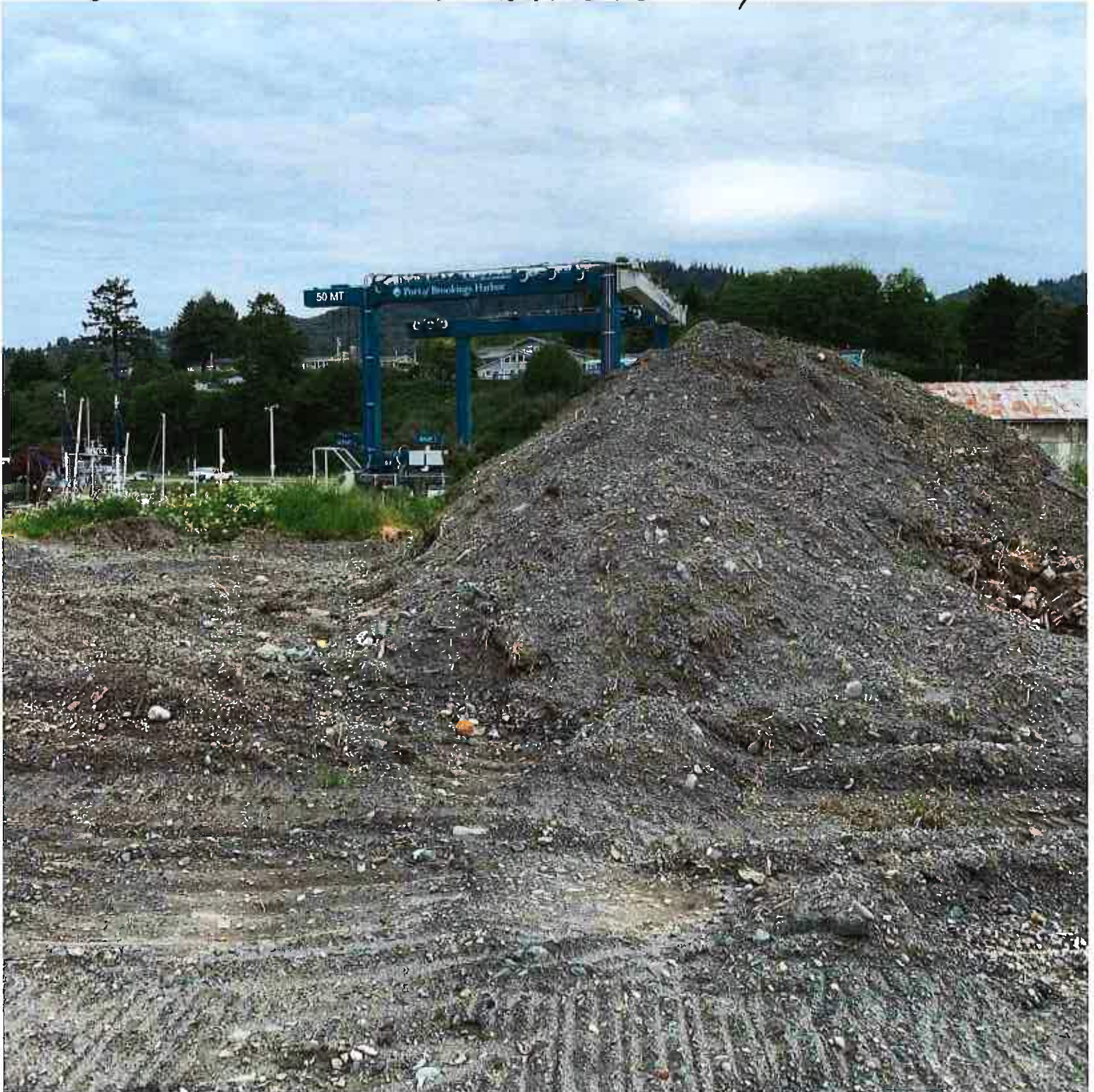
TIDE -2.1 @ 8:13AM



TRAVEL LIFT RAMP

5-18-2022

DRAG STOCKPILE FROM 2015/2017



INFORMATION ITEM – J

DATE: June 15, 2022
RE: Beach Cam for Website
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- Few years ago, the Port paid for a live feed of the beach on Channel 12 news in Medford. Before that, the Port had its own beach footage until the cameras or system failed. Both feeds provided good advertising for the RV Park.
- With our new camera system in place, we can add a beach feed to our website and promote the Beachfront RV Park.
- If we are interested in this feed, a dedicated camera would need to be purchased and installed. We would propose to install this stationary camera above the existing PTZ camera at the RV Park entrance. The cost to purchase and install this camera is estimated at \$4,000.

DOCUMENTS

- Sample Footage of Beach Cam, 1 page

Proposed Beach Cam for Website

