

**PORT OF BROOKINGS HARBOR**  
**Board of Commissioners**  
**Regular Meeting Agenda**  
Harbor Fire / Harbor Water District  
Conference Room  
98069 W Benham Lane  
Harbor OR 97415

**Tuesday, November 20, 2018 • 6:00 pm**

| <b><u>Agenda</u></b>   | <b><u>Page</u></b> |
|--|--------------------|
| <b>1. Call to Order, Pledge of Allegiance, and Roll Call</b>                         |                    |
| <b>2. Approval of Agenda</b>   |                    |
| <b>3. Agenda Related Public Comments *</b>   |                    |
| <b>4. Minutes to be Accepted</b>   |                    |
| a. Tuesday, October 2, 2018, Special Meeting   | 1                  |
| b. Tuesday, October 9, 2018, Special Meeting   | 15                 |
| c. Wednesday, October 10, 2018, Special Meeting                                      | 24                 |
| d. Friday, October 12, 2018, Special Meeting   | 37                 |
| e. Tuesday, October 16, 2018, Regular Meeting  | 47                 |
| f. Tuesday, October 23, 2018 Special Meeting   | 86                 |
| <b>5. Financial Review</b>   | <b>131</b>         |
| <b>6. Managers Report &amp; Operational Report</b>                                   | <b>172</b>         |
| <b>7. Old Business</b>   |                    |
| a. Harbor Fire District Agreement  | 179                |
| b. Rogue Credit Union Lease  | 181                |
| c. Security  | 182                |
| d. Green Building  | 183                |
| e. 44 ft USCG Motor Life Boat  | 184                |
| f. Washing Sport Docks   | 188                |
| g. Strategic Business Plan Review  | 189                |
| h. Damaged Port Infrastructure List  | 279                |
| <b>8. New Business</b>   |                    |
| a. Introduction of Ordinance No. 22 - Regulating Sleeping & Camping on Port Property | 280                |
| b. Southern Oregon Kite Festival Proposal  | 286                |
| c. Stagelights Proposal  | 289                |
| <b>9. Commissioners Report</b>   |                    |
| <b>10. Non-Agenda Related Public Comments *</b>                                      |                    |
| <b>11. Adjournment</b>   |                    |

\* Limited to a maximum of three minutes per person. A "Public Comment Request", located near the entrance, must be completed and turned into the President prior to the beginning of the meeting.

*FULL MEETING PACKET AVAILABLE AT [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com)*

*This Institution is an Equal Opportunity Provider.*

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**PORT OF BROOKINGS HARBOR  
Board of Commissioners  
Special Meeting Agenda**

Former Port Office  
16340 Lower Harbor Rd, Suite 103  
Harbor OR 97415

**Tuesday, October 2, 2018 • 3:00 pm**

Commissioners present: Position 1, Secretary Joe Speir, Position 2, Wesley Ferraccioli, Position 4, Vice Chairman Richard Heap and Position 5, Secretary/Treasurer Kenneth Range. Also, present were, Kathy Lindley Hall, Interim Manager, Martha Rice via phone, participating staff members and members of the public.

**1. Call to Order, Pledge of Allegiance, and Roll Call:**

*Heap* called the meeting to order at 3:00 pm. Board and audience stated the pledge of allegiance.

**2. Approval of Agenda:**

*Lindley Hall* requested that the board add the item Auditor to the agenda.

*Range* made a motion to approve the agenda as amended. Second by *Speir*. Motion passed 4-0.

**3. Executive Session ORS 192.660 (2)(h):**

h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

The board adjourn into executive session at 3:03 pm and reconvened back into regular session at 3:27 pm.

**4. Non - Agenda Related Public Comments:**

No non-agenda or agenda related public comments.

*Ferraccioli* did ask for an update on past items. *Lindley Hall* gave the board an update on Harbor Sanitary. *Heap* gave an update about the fish cleaning station. *Lindley Hall* informed the board that the BC fisheries dock did pass inspection. *Range* brought up a complaint made by Mr. Wilcox and suggested port staff contact each boat owner to see if they would like gates or not. The board discussed possible options on how to go about making the boats in our harbor secure and wanted to continue this topic to a regular meeting.

**5. Old Business:**

**a. Retention of the Auditor:**

*Lindley Hall* reminded the board that *Signe with Grimstad and Associates* has resigned. *Connie Huntsman* agreed to do the audit and will not exceed \$12,500, with the understanding that she's a one-person business, and we will have to file for an extension. *Speir* made a motion to accept *Connie Huntsman* proposal and not to exceed \$12,500. Second by *Range*. Motion passed 4-0.

**6. Adjournment:**

*Heap* adjourned the meeting at 3:40 pm.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date Signed

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*



October 2, 2018, Special Meeting Audio, Part 1

**\*PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR CHANGED BY THE PORT OF BROOKINGS HARBOR\***

**Danielle:** We are recording.

**Richard:** Okay it is three o'clock, the October 2nd. We'll call the meeting to order. This is a special meeting of The Port of Brookings Harbor Commission. Let's stand for the pledge.

**All:** I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

**Richard:** Danielle you call the roll please.

**Danielle:** Joe Speir.

**Joe:** Here.

**Danielle:** RichardHeap.

**Richard:** Here.

**Danielle:** Ken Range.

**Ken:** Here.

**Danielle:** Wesley Ferracioli.

**Wesley:** Here.

**Danielle:** Roy Davis is not present right now. Kathy Lindley Hall.

**Kathy:** Here. Martha will be joining us via phone.

**Richard:** Anybody want to approve this agenda?

**Kathy:** Would you please add the auditor as a topic after the-

**Richard:** Okay, we're going to add the retention of an auditor for the report following the special executive section.

**Kathy:** Correct.

**Richard:** Okay [unintelligible 00:01:16]

**Danielle:** Right. [chuckles]

**Richard:** All right with that addition anybody want to approve agenda?

File name: Oct 2 SM Audio Part 1.WMA

**Ken:** I'll make a motion we approve the agenda.

**Joe:** I'll second it.

**Richard:** We have a motion by Ken Range, a second by Joe Speir to approved the agenda as amended. All in favor? Oops sorry.

**Danielle:** It's all right. That was great too, I loved that.

[laughter]

**Richard:** Sorry I get in the moment [crosstalk]

**Danielle:** That was good. Joe?

**Joe:** Yes.

**Danielle:** Richard?

**Richard:** Yes.

**Danielle:** Ken?

**Ken:** Yes.

**Danielle:** Wes?

**Wes:** Yes.

**Richard:** Okay we're going to now close the open meeting and adjourn into executive session. This executive session on the Port of Brookings Harbor Board of Directors is called pursuant to ORS192.660-

**Kathy:** Can you hear me?

**Richard:** -2-H to consult with council concerning legal rights and duties regarding-

[crosstalk]

**Richard:** litigation and litigation likely to be filed. Any member of the media that is here may remain however, the board will require that any information derived from this meeting may not be disclosed pursuant to ORS192.660-4.

**Speaker 1:** Sorry I didn't hear the beginning of that, we had phones ringing, people talking. I'm sorry could you please repeat that so I can hear it.

**Richard:** Okay so this executive session of the Port of Brookings Harbor Board of Directors is called pursuant to ORS192.660-2-8 to consult with council concerning legal rights and duties regarding current litigation and litigation likely to be filed.

File name: Oct 2 SM Audio Part 1.WMA



October 2, 2018, Special Meeting Audio, Part 1

**Speaker 1** : Okay.

**Richard**: Ken.

**Ken**: This is what Carey-

**[00:02:59] [END OF AUDIO]**

**\*PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR  
CHANGED BY THE PORT OF BROOKINGS HARBOR\***

**Richard:** Okay. Now, we will adjourn out on executive session, and reconvene into the regular meeting.

**Male Speaker 2:** [unintelligible 00:00:06]

**Richard:** Sorry?

**Male Speaker 2:** It's not the way I thought we were going to have to rate this. I was hoping for a better outcome.

**Male Speaker 3:** Yes, me too. I was blind sighted by that one.

**Richard:** It's a meteorite, team, and we just got hit by one.

**Male Speaker 3:** Life goes on. [chuckles]

**Richard:** Okay. This is the period where we can talk about non-agenda related public comments. Anybody have any non-agenda related public comments?

**Male Speaker 3:** No.

**Danielle:** Not at this time.

**Male Speaker 4:** I'm sorry, is this the correct time to ask if we have any past related information of any agenda that we've had in the past? Any new information that we have on anything that we've been doing for the past few months? We talked about that. Not being up to date on if we bring things up, but we don't really hear anything back on a lot of things such as the sanitation district. Do we have any information affecting anything that we've had in the past couple of months that we don't know about? I don't know when to bring that up?

**Kathy:** Today is October 2nd, and Harbor Sands said our deadline to give them a plan was October 2nd. I had no expectation to hear from them prior to October 2nd. I don't feel that I'm in a position to contact them and ask them, "What did you decide?"

**Male Speaker 3:** I've read their ordinance. What we've provided, what our fix was not acceptable by their ordinance. They're not going to make an exemption for us because, then, anybody else could come in and get it for them. You need to do it for us.

**Kathy:** To close the showers is not within their ordinance?

**Male Speaker 3:** No. To cap them the way we wanted to cap them. To plug the drains. I can email you and bring you a copy of the ordinance.

**Kathy:** Interesting.

**Richard:** If they're going to counter, then they'll have to counter and follow suggesting what we're going to do to render those inoperable. Like I said, the ball is in their court, so we'll see what happens. Next.

**Kathy:** Their board is meeting now on that. I'm sure they'll have an answer for you after today.

**Richard:** Okay I will dispute an update given in the notice of activity over just claiming [unintelligible 00:03:05] in the day getting ready to put the sign up now.

**Kathy:** Oh Good.

**Richard:** We're hung up now because apparently, marine climate was not readily available so we ordered some.

**Kathy:** [laughs]

**Richard:** It doesn't matter where they're from but-- As soon as that gets in, we're going to complete that and get that thing done, hopefully.

**Kathy:** Yes. I've moved it daily. I have to slide it one into the other in order to access stuff. [crosstalk]

**Richard:** We want to get it out of your head and get it put up and have a photo op and [unintelligible 00:03:34]

**Male Speaker 4:** Kathy, did the PC fisheries dock, pass inspection.

**Kathy:** Yes. I was there when the engineer Dave Gowers came over from the valley. He gave us his signed, it's called a forensic report. It's a terminology that he uses. It said that the epoxy was placed exactly like he had told them to do it. Mr. Hoffer has submitted. I'm going to call it his final bill. If it's not a final bill, then I'm misspeaking, but I don't know what a final bill would be other than the epoxy treatment.

The weather was perfect, everything went really well. There were concerns prior to the engineer coming over and they were all premature. We have forwarded all of our documentation to IFA to access the money that they're holding as the final installment.

**Richard:** I will just make this comment again for all of us. We need to start setting the standard for dealing with facts and not rumor and innuendo. This port is running on that. From what I can see. Anybody you talk to down here is going to have a whole new "This is going on", "This is going on". I just told people, I said, "You bring me the facts when there are facts."

**Kathy:** Right.

File name: Oct 2 SM Audio Part 2.WMA



**Richard:** I don't need all this.

**Kathy:** It's my opinion that how the sand separated from the epoxy after talking with Mr. Gowers, after the fact, was exactly what it was supposed to do. The sand is supposed to disappear. Prior to Mr. Gowers showing up-[gasps] "It didn't work, "It didn't work". "The sky is falling."

**Richard:** That's what I mean.

**Kathy:** Yes, exactly.

**Richard:** That's what I mean. Okay. Retention of the auditor which we added to the agenda.

**Male Speaker 4:** Let me. I've got one more issue from the questions brought up. We have this complaint from Mr. Wilcox. I think he's got an extremely valid complaint. The one thing I would like to know is if port staff can contact each boat owner, and it doesn't have to be this week. Danielle, don't panic.

[laughter]

I would like to know is we have gates over here on this side in the recreational docks they do not get closed. We do not have gates on the other side that, what I would like to know is what percentage of the boat owners in the recreational side, and what percentage in the commercial side would like to have gates? I have heard both directions. I would not want to be part of an arbitrary decision to tell them that, "Hey, we're putting up gates whether you like it or not".

I can see advantages to them. I know there's disadvantages to them. I've been on docks where you have them, and I've been on a lot of docks where you don't have them. If that's something that you think is doable. Danielle, that could happen when people come in and pay their monthly. It's something we need to address and be able to go back to Mr. Wilcox and say, "Here's what we have found. This percentage would like them, this percentage would not." Danielle, the other side of that, you're not looking at me. You're ignoring me.

[laughs]

**Danielle:** I'm listening. I'm trying to cool down. Go ahead.

**Male Speaker 4:** I need your opinion in two. The other one is a lot of place courts have key locks, as in a hard metallic key, others have swipe cards. If they had a preference, would be a plastic swipe card that lasts the duration of their rent on a slip? Then it gets replaced to whoever rents it again? Is this something that you guys would like to see or not see? Let's have Danielle's opinion before.

October 2, 2018, Special Meeting Audio, Part 2

**Danielle:** There's 600 people. With everything that we've already got going on on top of having to make 600 phone calls or talk to 600 people, that's asking a lot to get it done in such a short period of time.

**Richard:** Do you send out an annual renewal?

**Danielle:** Yes. I'm trying to.

**Richard:** Is it a year from when they were last renewed, or a year from January 1st?

**Danielle:** It's a year from when they last renewed.

**Richard:** Okay.

**Danielle:** Each month, I get a new list of everyone that's renewed for that month and I sent out for that month.

**Male Speaker 3:** Could we just do that questionnaire that goes with the renewal? Just a piece of paper that says, "Are you for it or are you against it? What do you think?" Is that doable?

**Danielle:** That's a little more doable, but I don't know if they'll even respond to it.

**Male Speaker 2:** I think before you waste Danielle's time, you'd better look at the legalities of it. If someone's halfway dead, like Scott Jerry was long side, hanging on to a row, and some person at the top sees him and can't get down there because we've got a locked gate, I think the port's going to be liable for--

**Male Speaker 3:** We've got the same situation over on the boat long trap. We no longer have ladders there for people to get out of the water.

**Male Speaker 4:** We've got the flip side of my Granddad.

**Male Speaker 2:** I'm not saying it is.

**Male Speaker 4:** On the flip side is, my Granddad down in Long Beach Harbor and had two people jump him on his boat, tied him up and he jumped over the side and swam off. Now, every single doc, not just because of him but because of a lot, every dock is locked with a key. We need to, instead of reinventing the wheel probably find out what ports of our size and the issue. Yes, Dan?

**Danielle:** Two things. Night security is supposed to lock the gates at night. They're supposed to be shut between dawn and dusk or dusk to dawn, whatever it is. Then two, it's easier for us to mail out one letter asking. Because Kim can populate an address from QuickBooks and we can print out letters. That's way easier than spending all of our time-- I'm sorry I just thought of that.

**Richard:** No, that's okay.

File name: Oct 2 SM Audio Part 2.WMA

**Danielle:** That's the way better than spending our time calling, it'd be better just-- and then they can even send [crosstalk]

**Richard:** It strictly sends a letter.

**Male Speaker 3:** Do we even want to ask them? Again, if we're kind of reinventing the wheel here. Are the ports that are well acclimated to these issues which there are many, if you don't believe it, go down and park in a Long Beach port? There are many.

**Richard:** Most of California is now locked.

**Male Speaker 3:** I'm thinking, I understand. The people that fall in the water hanging by a rope, versus the amount of people that are being robbed, or ripped off or having or nets cut apart or you can see what I mean? I agree with you. This is a two-sided thing and we need to put some thought and some-- I don't know if involving the general public is the right answer but what's the best for our protection?

**Richard:** We should ask our customers.

**Male Speaker 3:** They're not for the general public. I'm interested in our slip rental

**Male Speaker 2:** Then if you guys are interested in then

**Kathy:** The third part that you have to consider is the cost. Where's the money going to come from?

**Richard:** Sure. we need to know whether-- I find Mr. Wilcox, we don't just ignore him.

**Male Speaker 3:** No, he already [crosstalk]

**Kathy:** At the meeting, he wanted to know if any of you have seen it. The next day, I made the copies available to all of you so you could read his initial complaint. You will see that it was not addressed to the commissioners. It didn't even enter my mind to make copies for you.

**Richard:** When you talk to different people that rent the slips, you get different opinions. If we're going to do something down the road, I would like it to be based on factual information. Not one person said or this person said and that's it.

**Male Speaker 3:** Is it majority rules or is it what is the best legality?

**Richard:** The recreational fishermen may want something totally different than the commercial based ones.

**Richard:** Those guys, you guys have [inaudible 00:13:00] that come on. I don't know. You know better Joe, on what's convenient for you or not convenient. How secure you need to worry about.

**Joe:** I'm not too worried about it. If I catch you on my boat, you're dead. Or if I found out, you dick, were on my boat, you're dead.

**Speaker 3:** [laughs]

**Joe:** That ship sailed.

[laughter]

**Male Speaker 3:** I saw that coming a mile away.

**Kathy:** That's the attitude of most of the commercial fleet that I know.

**Male Speaker 3:** I understand that.

**Joe:** I will tell you if someone rips me off and I've been ripped off for over \$100,000 out of my house before. Within two hours, before the cops even got there, I knew who did it. I'm not stupid, and I know a lot of people--

**Kathy:** When we've had the same thefts happen in commercial basin exactly. Everybody found out who it was.

**Male Speaker 3:** I brought up in next agenda that we really investigate some-- We don't need a lot but we need some decent cameras placed in a place that can be messed with.

**Joe:** Don't go there [laughs]

**Male Speaker 3:** So we can see what's going on. Because they're going to do it. After the first few of them get caught, we're not going to do it anymore. I hate cameras but you know what, they persuade people from stealing.

**Richard:** I think before we rush headlong into anything, I think it's great to talk to the customers, but we have to make the decision about what's right for the port overall security.

**Kathy:** Security cameras is on the agenda for the next meeting.

**Speaker 3:** Night security cruising around in their regular automobile is not going to - I know, I had a troubled past before I became a fireman. That's not on the record and you're not allowed to put that in there. I'll tell you what, the first thing you do is you see headlights and it's like, you dropped to the ground and you wait. As soon as the headlights go by, boof, you're off doing your wicked deeds again. Night security

October 2, 2018, Special Meeting Audio, Part 2

is just a normal car driving by with a-- They're not even armed and we're paying them a few thousand dollars a month.

Now, in a few months, we've just paid for enough cameras.

**Speaker 4:** So cameras should be

**Richard:** Security cameras if we have them will be an after the fact documentation of who was on the dock.

**Male Speaker 3:** Sure, but when people know that they're there, when they know they're going to be seen, and I can't reach right up there where that little eagle is and snap that off, I can't get up there and get that thing. They're not going to do it. They know they're going to-- A couple of them will try. I'm just Long Beach cast, that's all our job.

**Male Speaker 2:** You guys wanted to do a survey or not?

**Male Speaker 3:** Oh yes. I'm up for it go ahead.

**Richard:** We had talked at the last meeting about getting some information back on costs for--

**Male Speaker 2:** I've been compiling that for the regular meeting.

**Richard:** Let's put this on the regular meeting and bring it up. We'll start with the cost and then we'll move on to the discussion there about how we want to proceed. If we want to get hold of everybody in a letter or make a decision with or without them. What the alternatives are

**Male Speaker 3:** Are you cooled down Dan?

**Danielle:** I'm cool

**Male Speaker 3:** Are you good? All right we're good.

[laughter]

[cross talk]

**Richard:** Anything else? Let's get to the retention of the auditor. We are in a circumstance right now where the auditor or the one that we released [unintelligible 00:16:21].

**Kathy:** Exactly. Sydney Bernstein has resigned. As soon as we got the information that she had resigned we sent out a minimum of seven letters. Both electronically and through snail mail. We receive nothing back in a timely manner so I got on the phone. I did get three rejections, one from Moss Adams, one from Groove Mueller

File name: Oct 2 SM Audio Part 2.WMA

October 2, 2018, Special Meeting Audio, Part 2

and Swank and this other one was Coos Bay and the last name was-- Anyway I don't remember all the initials and it doesn't say so.

She gives recommendations of who to go to. This says it, "Thank you so much for sending this to us. Unfortunately, we aren't able to bid this time with such a short turnaround but we are interested in bidding on you in the future. Again, the deadline is December 31st, we will." Constance Huntsman, which you all have a copy of her agreement with not to exceed 12,500, with the understanding that she's a one-person shop, and we will have to file for an extension.

We did file for an extension but it was rejected because it was way too early. You have to wait until Thanksgiving before you bid that. 12,500. This is the only person that is qualified to do an audit of our books. We are required to have an audit of our books, for again not to exceed 12,500 is her quote. That's beyond my spending power.

**Richard:** To make sure everybody is completely clear on this. We're in this lurch because our former auditor quit. This is the stopgap measure against to the end of this year, to comply with tax filing requirements. Then it appears we're going to be able to bid these service out again in a more timely manner when we're done with this particular contract.

**Kathy:** Exactly.

**Male Speaker 4:** Do we know why our former auditor just decided to up and quit?

**Male Speaker 2:** She had employment problems. She couldn't get staff.

**Richard:** She couldn't give other people to do the job.

**Ricard:** With that in mind, anybody want to make a motion on CP Huntsman CPA bid to audit our books. Not to exceed \$12,500.

**Joe Speir:** I guess I can make a motion to accept the Huntsman's- I guess how would you like me to say it?

**Kathy:** Proposal.

**Joe Speir:** Proposal and not to exceed \$12,500.

**Richard:** I think we have a motion.

**Ken:** I'll second it.

**Richard:** Seconded by Ken. We have a motion by Joe Speir, seconded by Ken Range, to approve the proposal from CJ Hunstman CPA for auditing our books but not to exceed 12,500 all-- Danielle. Sorry, I won't do it again.



October 2, 2018, Special Meeting Audio, Part 2

**Danielle:** Joe?

**Joe:** Yes.

**Danielle:** Richard

**Richard:** Yes.

**Danielle:** Ken

**Ken:** Yes

**Danielle:** Wes?

**Wes:** Yes.

**Richard:** Okay. Anything else further to do today? Thank you, we are adjourned at 3:40.

[00:20:18] [END OF AUDIO]

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**PORT OF BROOKINGS HARBOR**  
**Board of Commissioners**  
**Special Meeting Agenda**

Former Port Office  
16340 Lower Harbor Rd, Suite 103  
Harbor OR 97415

**Tuesday, October 9, 2018 • 4:00 pm**

Commissioners present: Position 1, Secretary Joe Speir, Position 3, Chairman Roy Davis, Position 4, Vice Chairman Richard Heap and Position 5, Secretary/Treasurer Kenneth Range via phone. Also, present were, Kathy Lindley Hall, Interim Manager, participating staff members and members of the public.

**1. Call to Order, Pledge of Allegiance, and Roll Call:**

*Davis* called the meeting to order at 4:00 pm. Board and audience stated the pledge of allegiance.

**2. Approval of Agenda:**

*Heap* made a motion to approve the agenda as written. Second by *Speir*. Motion passed 4-0.

**3. Agenda Related Public Comments:**

No agenda related public comments.

**4. Old Business:**

a. Harbor Sanitary:

Lindley Hall informed the board that Harbor Sanitary wrote us a letter on October 2. They denied our offer to close down the showers, and extended our deadline to respond to October 9. *Davis* suggested to only ask Harbor Sanitary for an extension today, and at the next regular meeting discuss the whole thing in a public meeting. *Speir* suggested having a board to board meeting. *Heap* made a motion that we draft a letter to Harbor



Sanitary asking for a 60-day extension. At the end of 60 days we will be prepared to present them with a plan of construction or a plan of abandonment. Second by *Davis*. Motion passed 4-0.

**5. Non - Agenda Related Public Comments:**

No non-agenda related public comments.

**6. Adjournment:**

*Davis* adjourned the meeting at 4:15 pm.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date Signed

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**\*PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR  
CHANGED BY THE PORT OF BROOKINGS HARBOR\***

**Roy:** Danielle?

**Danielle:** Yes. It's 3:59 PM now but I'm pushing record.

**Roy:** Okay.

**Kathy:** You're on.

**Roy:** Okay. We're going to bring this meeting to order at four O'clock, Tuesday, 10/09/2018. Can we get a call to order, do that pledge of allegiance?

[background noise]

**Speakers:** I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

**Roy:** Can I get an approval of the agenda as written?

**Speakers:** Roll call.

**Roy:** Roll call. That's right. I'm sorry.

**Danielle:** Joe Speir?

**Joe:** Yes.

**Danielle:** Roy Davis?

**Roy:** Here.

**Danielle:** Richard Heap?

**Richard:** Here.

**Danielle:** Ken Range?

**Ken:** Yes.

**Danielle:** Wesley Ferraciolli isn't here. Kathy Lindley Hall?

**Kathy:** Here.

**Danielle:** Okay.

**Roy:** Now, can I get a motion to approve the agenda as written?

File name: October 9 2018 SM Audio.WMA

**Richard:** I move to approve the agenda as written.

**Speaker 5:** I second it.

**Roy:** Danielle?

**Danielle:** Joe?

**Joe:** Yes.

**Danielle:** Roy?

**Roy:** Yes.

**Danielle:** Richard?

**Richard:** Yes.

**Danielle:** Ken?

**Ken:** Yes.

**Roy:** Okay. We're moving on to four. Old business. Harbor Sanitary is the topic. Kathy you want to lead that?

**Kathy:** As you all have been informed, Harbor San wrote us a letter on October 2nd. They denied our offer to close the showers. They extended to us until today, October 9th to respond to the original letter which was dated-

[background noise]

**Richard:** September 3rd.

**Kathy:** No. That was the deadline. The original letter was September-

**Richard:** 12th?

**Kathy:** 12th. Correct. The original letter was September 12th. That's why we're here.

**Roy:** What I would ask the board to do today is ask Harbor Sanitary for an extension. Discuss nothing else in this meeting other than ask for an extension today. Then in our next regular public meeting, we need to discuss the whole thing in a public meeting.

**Kathy:** October 16th meeting. Is that what you're suggesting?

**Roy:** That is what I'm suggesting if the rest of the board would agree with that. Today I would just recommend sending a letter or an email asking for an extension. Then in a regular October 16th meeting, yes.

File name: October 9 2018 SM Audio.WMA

**Richard:** What type of extension do you want?

**Roy:** I would like to see a six month extension.

**Richard:** That seems pretty long to me.

**Joe:** That seems too long to me too. Because it seems we should need to know exactly what they want and get it done, get it over with and that's it.

**Roy:** Right here. That was written on September 15th. That's what they asked. That's what Harbor Sanitary told Gary to order and install. Kelly Beebe supposedly came to the port. How she knew they were installing them, I don't know. Told them that now they're not.

[background noise]

**Richard:** How does this circumvent the problem of having to clean these out every day?

**Roy:** We were told to install a sand trap and sand traps have to be cleaned.

[background noise]

**Richard:** Okay.

**Roy:** That is what Kelly Beebe suggested to Gary Dillinger that that was to be installed. I would-

**Joe:** Can we have a meeting with them Roy? See, I just don't know what they want. I just want it done and over with.

**Roy:** I do too.

**Joe:** Of course it depends. I don't know how much [unintelligible 00:04:27] [crosstalk]

**Roy:** Here's my go to on that. In the letter to the Sanitary, describe if we capped off the drains, that would create a health hazard.

**Joe:** Could.

**Roy:** Here's my just on that. When did Harbor Sanitary become a Health District or a health expert? I intend to have the County come down and tell me, this board and this port, if closing the showers and capping those drains off, that means that whole back section would not even be accessible. There can't be no health hazard in that shower room. If that drain is clogged, capped in the main bathroom, we simply wash the sand out the door to its natural habitat. Those drains are not designed to let solids down in there.

If somebody poops on the floor and throws toilet paper on the floor, it's going to be cleaned up with a broom and a dustpan. Then we're going to scrub our floors like we normally do every day. My question is, we could probably arrange a board meeting. I requested an email be sent to Kelly today for a copy of the minutes of that board to board meeting. Have we received that today yet?

**Danielle:** We have not received a response.

**Roy:** There's no response. You sent that about one o'clock- 1:30?

**Kathy:** Probably closer to two.

**Danielle:** Probably closer to two.

**Roy:** Okay. The email has been sent as a request?

**Danielle:** It has been sent.

**Roy:** Kathy, we sent that in response to because we think in particular meeting, that's when these drains were okayed.

**Kathy:** That's my understanding with the notes that Gary took after the meeting. I haven't seen any minutes of the board to board meeting.

**Roy:** Correct. If we think six months as a quorum is too long tonight, then what other suggestions of time frame would we like to ask?

**Richard:** I would ask for 60 days.

**Roy:** 60 days.

**Richard:** I would ask for 60 days based on that. We need to visit with our indicate. We need to discuss further at the next meeting exactly where we're going. Right now I feel we're in a pretty untenable situation where we're being expected to spend money on a bathroom we don't intend to keep. We've already talked about removing. Putting in a bunch of money just to put in a sand filter at this point, I think it is not in the court's long term best interest.

If we have to spend 3,000 bucks just to put in a big tank or whatever the sabd filters are. First of all, if we're going to have to do that just to keep the toilets open. I don't know if there's a state park requirement. Have you-

**Kathy:** Yes. There are toilet requirements for our day camp, tent area or dry camp. Excuse me, I misspoke. There's a 500 foot limitation. It can't exceed the 500 foot for the day campers. I did find out that we could, if I use other states as a guideline, we could change our RV park to where we would only allow those vehicles and trailers that have toilet and showers available. Because we still have existing hookups. Those are not out of compliance as far as I know. We would have to put in, Travis

calls them a blue room, for our employee at the RV manager. Because if we took the whole bathroom offline, there would not be a toilet available for our employee.

**Roy:** We could lock that bathroom up and be done?

**Kathy:** We would have to make separate requirements about the vessel- vehicles not vessels, the vehicles, trailers and RV's that would be allowed to stay with us. They'd have to have their own containment.

**Richard:** That's pretty absurd.

**Kathy:** Right.

**Richard:** I agree that the research is good but right now we need to ask for an extension. Then have this looked at.

**Roy:** I agree.

**Richard:** Look at the bigger picture of what the longterm is going to be. 60 days may give us enough time to talk to the engineer and get a feel for what the potentials are and what could happen.

**Roy:** Now, when you say engineer, would we use a full blown structural engineer or would we be able to use Jack Aikens?

**Richard:** I'd talk to Jack Aikens and say, "Okay. Here's the issue with the sanitation system, the sewer system. Are you comfortable and confident in doing that? If not, who would you recommend that we talk to about how we design one of those in [unintelligible 00:09:47]"

**Kathy:** In what little bit of research that I have done, Jack is an environmental engineer. Which is a meshing of the two. Mr. Gowers who okayed the BC fisheries, he's a civil engineer. And a civil engineer would be authorized to do that. Because I have not talked to Jack about it yet, not in depth. I did mention at the meeting when Ken made a motion to spend a thousand dollars. I do have the impression that a thousand dollars isn't going to get us an engineer. I got that distinct impression from Jack. Again, I have not pursued any of that after the initial conversation with Jack.

**Richard:** The reason I'd like to talk all this through is, if the idea is we're going to jackhammer up that floor and put something in the middle of that floor. It isn't going to happen. As far as I'm concerned, we're going to tear that building down. If we put it outside someplace, then we're going to have to engineer it so that saltwater can't run into it and can't contaminate the system and do all kinds of things. There's quite a few things we're going to have to look at with somebody that's very knowledgeable about how to do that before we make a choice as to what to do. I mean the worse case scenario is if we can't come up with a solution to this, I guess we have our sanitation dig it up.

**Roy:** I agree.

**Richard:** Lets start with a sixty day if we can.

**Roy:** So we're going to make a motion.

**Kathy:** Do you want to ask Ken if he has any input?

**Roy:** Ken, do you have any input?

**Ken:** The question I have, over on the day camp side, is there a reason--well, first, I don't know how much usage we get in the winter time of those sites, but if it would justify putting portable toilets over there to accommodate them and keep that income coming in, I think its something we should investigate.

**Roy:** Absolutely Ken. Maybe we can have Kathy--

**Kathy:** Well we do have the two-seater over there.

**Roy:** By the day camp we have a building that has a male and a female two separate toilet facilities with sinks.

**Kathy:** And the farthest one away is still less than five hundred feet from it. I wanted to make sure I was using the same measurement. Don't wanna screw up and use yards when i should be using feet. What happens is for x amount of campers you have to have so many toilet facilities. That's what I'm not sure about. If the worst that could happen was the main one went offline. I understand your point Ken. Whatever we can do to keep revenue coming in and then making a hard decision.

**Ken:** We have to make the hard decision, we know that, but if we lose the regular restrooms, if we can put portapotties in there and continue to function that's an inconvenience to everybody but at least we are still open for business.

**Roy:** Correct Ken.

**Ken:** Other than that, that's my only input. I'm assuming we're going to ask for an extension?

**Roy:** That is correct Ken.

**Richard:** I'll make a motion. I move that we draft a letter to Harbor Sanitation asking for a 60 day extension. And at the end of 60 days we will be prepared to prevent them with a plumber, one way or the other. A plan of construction or a plan of abandonment, whichever we're going to end up having to do. And in that amount of time we will be able to get clearly focused on what we're going to have to do in the alternative and we should be prepared then to do that.

**Roy:** I'll second that motion.

File name: October 9 2018 SM Audio.WMA



October 9, 2018, Special Meeting Audio

**Danielle:** Joe?

**Joe:** Yes.

**Danielle:** Roy?

**Roy:** Yes.

**Danielle:** Richard?

**Richard:** Yes.

**Danielle:** Ken?

**Ken:** Yes.

**Roy:** Motion passes. I have no comment forms. I guess the next thing is meeting adjourned.

**[00:14:52] [END OF AUDIO]**



*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**PORT OF BROOKINGS HARBOR**  
**Board of Commissioners**  
**Special Meeting Agenda**

Former Port Office  
16340 Lower Harbor Rd, Suite 103  
Harbor OR 97415

**Wednesday, October 10, 2018 • 4:30 pm**

Commissioners present: Position 1, Secretary Joe Speir, Position 2, Wesley Ferraccioli, Position 3, Chairman Roy Davis, Position 4, Vice Chairman Richard Heap and Position 5, Secretary/Treasurer Kenneth Range via phone. Also, present were, Kathy Lindley Hall, Interim Manager, Travis Webster, Harbormaster, participating staff members and members of the public.

**1. Call to Order, Pledge of Allegiance, and Roll Call:**

*Davis* called the meeting to order at 4:30 pm. Board and audience stated the pledge of allegiance.

**2. Approval of Agenda:**

*Heap* made a motion to approve the agenda as written. Second by *Speir*. Motion passed 4-0.

**3. Agenda Related Public Comments:**

No agenda related public comments.

**4. New Business:**

**a. Dock Pile Replacement Bids – Formal Opening of Sealed Bids:**

Webster wanted to clarify the process, once we open the bids, we will announce who the bid is and the amount. But we wont award the winner until we have another meeting, hopefully Friday, for our engineer to look over these bids to make sure everything that's in the scope of work is in it. First bid to be open was from West Coast Contractors out of Coos Bay, total bid is \$1,030,984. Second bid open was from Legacy Contracting out of Stayton, total bid is \$735,820. Third bid open was

from Berguson Construction out of Astoria, total bid is \$774,213. Heap made a motion that we submit the three open bids to our engineer for further review with the recommendation that we select a bid he recommends. Second by Davis. Motion passed 5-0.

**5. Non - Agenda Related Public Comments:**

No non-agenda related public comments.

**6. Executive Session ORS 192.660 (2)(h):**

h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

Adjourn into executive session at 4:50 pm and reconvene back into regular session at 5:05 pm.

**7. Adjournment:**

*Davis* adjourned the meeting at 5:05 pm.

---

President

---

Secretary

---

Date Signed

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**\*PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR  
CHANGED BY THE PORT OF BROOKINGS HARBOR\***

**Speaker 1:** Wednesday, October 10th, 2018 at 4:30 PM. The pledge of allegiance, please.

**Speakers:** I pledge Allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with Liberty and Justice for all.

[background noise]

**Speaker 1:** Roll call, Kathy.

**Kathy:** Joe.

**Joe:** Yes.

**Kathy:** Wes.

**Wes:** Yes.

**Kathy:** Roy.

**Roy:** Here.

**Kathy:** Richard.

**Richard:** Here.

**Kathy:** Ken.

**Ken:** Yes. Here.

**Kathy:** Okay.

**Speaker 1:** Okay. Can I get an approval of the agenda as written?

**Speaker 1:** I move to approve the agenda as written.

**Speaker 1:** And a second?

**Speaker 4:** I second it.

**Speaker 1:** Kathy?

**Kathy:** Joe.

**Joe:** Yes.

File name: October 10 2018 SM Audio Part 1.wma

**Kathy:** Wes.

**Wes:** Yes.

**Kathy:** Roy.

**Roy:** Yes.

**Kathy:** Richard.

**Richard:** Yes.

**Kathy:** Ken.

**Ken:** Yes.

**Speaker 1:** Okay. I have no agenda related public comments. New business is the dock pile replacement bids. Formal opening of the sealed bids will take place. Shall we open the bids first?

**Travis:** Once we open these bids, we will announce who the bid is. What the number is but we won't award the winner until hopefully, we can set a meeting out for Friday, for our engineer to look over these bids to make sure everything that's in the scope of work is in it.

**Speaker 1:** Correct.

**Travis:** We won't be awarding somebody but we're going to announce what the totals are from each company. Then Jack will review it. Then we'll have another meeting to award it.

**Kathy:** You'll make a recommendation to the commissioners.

**Speaker 4:** Just a question, since I've never done bids before. Are we obligated to take the low bid?

**Speaker 5:** Not on this. I do not believe. No.

**Speaker 4:** The question is prevalent. The point would be a thorough extenuating circumstance about one of these bids. Where you know for example, that one of these contractors is better positioned to do this work than the other. That would be important for us to know.

**Kathy:** Okay. I can't answer your question directly. I can tell you that Jack is familiar with the names. I read off the names to him that are on the outside of the envelopes. If all of the bids exceed a million dollars, we will send it back out for bidding.

**Speaker 4:** I'm not suggesting that. I understand that. It's just a question.

October 10, 2018, Special Meeting Audio

**Travis:** We're here today to look at what the numbers are. Then have Jack be able to go back to really make sure piling hoops are what we want. Make sure that everything that's in their is followed correctly. Then he'll give an opinion to you guys. Then you guys can make your decision out of the meeting hopefully at the end of next week.

**Speaker 4:** Okay.

**Speaker 1:** Good. All right. The first we got up is West Coast Contractors. There are out in Coos Bay.

**Kathy:** I didn't think about giving you a knife. There's a knife.

[laughter]

**Speaker 5:** Push the black button and then it'll open.

**Speaker 1:** All right. West Coast-

**Speaker 5:** Be careful with the knife.

[background noise]

Told you.

**Kathy:** Those are [unintelligible 00:03:40]

[laughter]

[background conversations]

**Speaker 5:** Point that thing another direction.

[background noise]

There you go.

[laughter]

**Speaker 6:** I gave you a butter knife.

[background noise]

**Speaker 1:** West Coast, pile replacement projects. We're looking for the end result somewhere in here. Travis is-

[background conversations]

Here it is.

File name: October 10 2018 SM Audio Part 1.wma

[inaudible 00:04:36]

[silence]

[background noise]

Why don't we delegate this and we'll open another one.

[background noise]

I'm sure we're looking for the numbers.

**Travis:** If it's only just one page, can I see the outline?

[laughter]

**Speaker 1:** It will be much more [unintelligible 00:05:53]

[background noise]

Okay. The second one is from Legacy Contracting out of Stayton, Oregon.

[background noise]

? **Speaker:** Stayton.

[background noise]

[pause 00:06:16]

[background noise]

**Speaker 4:** Getting to the bottom line is a little more complicated than that, right?

[laughter]

[silence]

**Travis:** I feel sorry for Ken. He's on the phone just there.

[laughter]

**Ken:** Richard, this is Ken.

**Richard:** Yes. Go ahead.

**Ken:** What happened to case number one, West Coast Contractors?

**Richard:** We're trying to find the number.

File name: October 10 2018 SM Audio Part 1.wma

**Ken:** [laughs] Okay.

**Richard:** We're digging currently and we haven't found the bottom line number yet.

**Ken:** Interesting.

[silence]

**Kathy:** Roy, would you want to have somebody else look at that one while you open the third one?

**Roy:** Yes. I'm thinking I found-

**Travis:** Is that it?

**Roy:** - this one here. The Legacy Contracting. Total lump sum bid, \$735,820. That's Legacy out of Stayton, Oregon.

**Kathy:** I wrote down 735,820.

**Roy:** Correct.

**Kathy:** For legacy.

**Speaker 4:** The one I have here is from Ferguson Construction in Astoria.

[silence]

**Kathy:** Is there anything left in that envelope?

[background conversations]

[silence]

**Travis:** That one from here. This is Legacy. Seven, thirty-five, eight, twenty?

**Kathy:** Correct.

[Background noise]

**Travis:** Well, I have yours. A replacement project that you guys turned in and I flipped through all the pages and I can't find where your lump sum number is.

[Background noise]

**Speaker 4:** Okay, for Ferguson Construction out of Astoria, Oregon, their lump sum bid is \$774,213.

**Kathy:** I wrote down seven seven four, two one three.

File name: October 10 2018 SM Audio Part 1.wma

**Speaker 4:** Correct.

**Speaker 6:** The only one we don't have is West Coast,

**Kathy:** Travis is on the phone to West Coast.

? **Speaker:** [inaudible 00:12:43]

**Speaker 4:** Well, actually these two are really close. We just need to look at their history, check out their licenses, their [crosstalk] Yes. That one is pretty impressive.

**Speaker 6:** Each commissioner should probably take an opportunity to go to the office and we read each one of these individually.

**Speaker 7:** Or can we get copies of them? Is that something that's confidential or it's just a bid for work? We can have them printed out [crosstalk] because that's a lot [crosstalk]

**Speaker 4:** It's easier for us to go there than have the staff because they are already overburdened big time in the office.

?**Speaker:** I mean, I don't see why I couldn't leave property to be read?

**Kathy:** I would want to double check with Jack because when this bid first went out it was for 41 [unintelligible 00:13:39]. In the middle of the bid process, it went to 92. The specs didn't change except for the amount, the number of [unintelligible 00:13:48] but Jack has to make sure that it is apples to apples. Jack has a lot of experience in reviewing these.

**Roy:** For West Coast contract it's \$1,030,984.

**Speaker 6:** That is a lot of difference.

**Kathy:** I wrote down one zero, three zero, nine eight four.

**Roy:** Correct.

**Kathy:** Okay.

**Speaker 6:** You should have one zero, three zero.

**Travis:** One zero three zero. Okay. Nine eight four.

**Speaker 6:** Correct, perfect.

**Travis:** Is that correct? One zero three nine eight four?

**Speaker 6:** No. One million thirty thousand. You need one zero three zero.



**Travis:** Got you.

**Speaker 4:** One zero three zero, nine eight four. That is quite a bit.

**Speaker 7:** Two hundred thousand.

**Speaker 4:** Yes.

[background noise]

**Speaker 6:** There we go.

**?Speaker:** [unintelligible 00:15:25]

**Speaker 6:** There we go.

**Speaker 4:** [unintelligible 00:15:24]

**Speaker 1:** Absolutely, move for motion.

**Speaker 4:** May I move that we submit the three open bids to our engineer for further review with the recommendation that we forward to Legacy?

**Kathy:** Name a name, please?

**Speaker 4:** With recommendation that we select a bid he recommends.

**Kathy:** Wait, yes.

**Roy:** I second that.

**Kathy:** Joe?

**Joe:** Yes.

**Kathy:** Wes?

**Wes:** Yes.

**Kathy:** Roy:

**Roy:** Yes.

**Kathy:** Richard?

**Richard:** Yes.

**Kathy:** Ken?

**Ken:** I need to clarify something. I thought we had five bids?

**Kathy:** Our engineer expected as many as five to come in, only three arrived before four o'clock. Nothing else can be considered.

**Ken:** Okay, yes.

**Kathy:** Thank you. Motion passes.

[Background noise]

**Richard:** Ferguson, original contract final value, way different than what I'm seeing there.

**Roy:** Let me see that. That's because that's the project that was done in [unintelligible 00:17:08]

[Background noise]

**Richard:** Is that something completely different?

**Roy:** Yes, this is the probability of the cost at the city of Warrenton up north. That's a part that they did that they're telling me-

**?Speaker:** Got you.

**Travis:** All these bids are sent with a-

**Roy:** Okay. So, I have non-agenda comments from you guys to make?

**Speaker 4:** Do you have room for us to say anything afterward?

**Kathy:** Before you go into executive session?

**Speaker 4:** Two things, [phone ringing] [unintelligible 00:17:42] cleaning station, that's fine project that's moving forward.

**Kathy:** I'm sorry.

**Speaker 4:** [unintelligible 00:17:49] impression that signed project is moving forward.

**Kathy:** Wonderful.

**Speaker 4:** Hopefully it would be done quickly. Secondly, I've scheduled next Monday seven o'clock for another special events meeting.

**Roy:** And you've got all your contacts?

**Speaker 4:** Well, I've got most of them, and hers and all of them but the bill's coming up is what's important, so-

**Roy:** I hear you. I understand.

**Speaker 4:** Monday at seven.

**Roy:** Yes. Barb said she's all game for that too. She told me to tell you.

**Speaker 4:** Good.

**Travis:** I would like to add something on these. I'd like to see a report of any negative history under contractor's license. It's super simple to pull up and if they have done shoddy business in the past and people have called and complained, then there's an investigation and it's simple to see. Anything you do [phone rings] whenever you hire a contractor is you look at their history and if they have any history it'll be listed there so we should see that.

**Roy:** Travis is that something maybe you would-

**Kathy:** Jack is-

**Travis:** I will go through this with Jack. When we go through each one of them, I'll have him pull it up look at anything they could have had it included with anything [crosstalk] person.

**Kathy:** Jack has worked with each of these contracts.

**Speaker 5:** I don't know Jack by but I know we're spending a million dollars so I want to know. Period. I mean that's pretty simple. I was going to do a \$5,000 addition to my house I would know. If I'm going to sign off on a million dollars I want to know.

**Travis:** We can provide you with the history of these contractors we come back to absolutely- [crosstalk] When we come back with Jack's recommendations and everything will have a nice little package put together with that attached with it.

**Roy:** Perfect. Thank you. Joe, anything? Anything?

**Joe:** I'm just thinking.

**Roy:** Pay attention.

**Joe:** I'm thinking.

**Roy:** Okay, we're going to close the public sector of the meeting and we're going to have to ask the public to step outside, please. Don't think it will take very long so hang out. Excellent board we'll meet again.



October 10, 2018, Special Meeting Audio

**Kathy:** Nice to meet you.

**?Speaker:** Nice to meet you too.

**Kathy:** You take care.

[00:20:26] [END OF AUDIO]

35

**\*PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR  
CHANGED BY THE PORT OF BROOKINGS HARBOR\***

**Speaker 1:** We're going to adjourn back into public session at 5:05, Wednesday, October 10, 2018. Anything from the board to make it public?

**Speaker 2:** No. When you adjourn just state the time if you like.

**Speaker 1:** Do we want to make a public statement of any kind?

**Speaker 2:** No. You've already done that, haven't you? As far as the bids were concerned, that's the only thing that came before public.

**Speaker 1:** About what we just discussed with Martha though.

**Speaker 2:** It's executive.

**Speaker 1:** Okay. Meeting adjourned at 5:05, Wednesday, October 10, 2018.

**Speaker 3:** Hey, Ken, just for your information, the wind is still blowing here pretty hard.

[laughter]

**Ken:** I'll be at the Great Lakes tomorrow sometime.

**Speaker 3:** Yes, when you do, take a couple of quart jars and catch some of that-

[00:01:04] [END OF AUDIO]

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**PORT OF BROOKINGS HARBOR  
Board of Commissioners  
Special Meeting Agenda**

Former Port Office  
16340 Lower Harbor Rd, Suite 103  
Harbor OR 97415

**Friday, October 12, 2018 • 5:00 pm**

Commissioners present: Position 1, Secretary Joe Speir, Position 2, Wesley Ferraccioli, Position 3, Chairman Roy Davis via phone, Position 4, Vice Chairman Richard Heap and Position 5, Secretary/Treasurer Kenneth Range via phone. Also, present were, Kathy Lindley Hall, Interim Manager, Martha Rice, Port Counsel, participating staff members and members of the public.

**1. Call to Order, Pledge of Allegiance, and Roll Call:**

*Davis* called the meeting to order at 4:30 pm. Board and audience stated the pledge of allegiance.

**2. Approval of Agenda:**

*Heap* asked for Resolution 498 to be added to the agenda between items four and five.

*Range* made a motion to approve the agenda as amended. Second by *Speir*. Motion passed 5-0.

**3. Agenda Related Public Comments:**

No agenda related public comments.

**4. Non - Agenda Related Public Comments:**

No non-agenda related public comments.

**5. New Business:**

a. Resolution 498:

37

*Heap* informed the public that this resolution authorizes our former legal counsel to help the Department of Justice with what they are investigating. *Speir* made a motion to approve Resolution 498. Second by *Range*. *Ferraccioli* was uncomfortable about approving the Resolution and possibly opening himself up to a lawsuit. Motion passed 4-1. Voting no: *Ferraccioli*.

**6. Executive Session ORS 192.660 (2)(h):**

- h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

The board adjourn into executive session at 5:12 pm and reconvene back into regular session at 5:56 pm.

**6. Adjournment:**

*Davis* adjourned the meeting at 5:56 pm.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date Signed

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**\*PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR  
CHANGED BY THE PORT OF BROOKINGS HARBOR\***

**Richard:** For one of course-

**Wesley:** Okay.

**Richard:** -everybody's going mum.

**Wesley:** I'll put you on speaker right now.

[laughter]

**Richard:** No. [crosstalk]

[laughter]

**Richard:** Okay. Everybody?

**Roy:** I'm ready to go.

**Wesley:** You sound good.

**Kathy:** Okay. I'm getting Martha.

**Richard:** What are we doing with this?

**Wesley:** That's Tuesday.

**Danielle:** That's Tuesday's meeting. I just got it done.

[phone rings]

Ken and Kathy were seeing to it. [laughs]

**Kathy:** We are almost ready to start.

[background conversations]

**Danielle:** Highlighted the challenge. [laughs]

**Kathy:** Roy is attending via the phone. Richard is our Vice Chairman and will conduct the meeting.

**Martha:** Okay.

**Kathy:** Okay. When she calls. Okay.

**Wesley:** Run faster.

**Richard:** Is everything's on?





October 12, 2018, Special Meeting Audio Part 1

**Kathy:** Everything's on.

**Danielle:** You're good.

**Richard:** All right. It's Friday, October 12th 2018, five o'clock. Calling a special meeting of the part of Reconciling Board Commissioner's order.

[background noise]

The pledge of allegiance please.

**Speakers:** I pledge allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

**Richard:** Danielle would you call the roll, please.

**Danielle:** Joe Speir?

**Joe:** Here.

**Danielle:** Wesley Ferraccioli?

**Wesley:** Here.

**Danielle:** Roy?

**Roy:** Here.

**Danielle:** Richard Heap?

**Richard:** Here.

**Danielle:** Ken Range?

**Ken:** Here.

**Richard:** We have an addition to the agenda between four and five within resolution number 498. If you would approve of that. Who will make a motion to approve the agenda?

**Ken:** I'll make a motion to approve the agenda.

**Joe:** I second it.

**Richard:** Okay. We have a motion by Ken Range and a second by Joe Spier to approve the agenda as amended.

[background noise] All in favor? Can we do that?

**Kathy:** Roll call. [laughs]

**Richard:** Do you have roll call on everything?

**Kathy:** Because we've got people on the phone.

**Richard:** All right. Roll call.

**Danielle:** Joe?

**Joe:** Yes.

**Danielle:** Wes?

**Wes:** Yes.

**Danielle:** Roy?

[background noise]

Roy?

**Roy:** Yes.

**Danielle:** Okay. Richard?

**Richard:** Yes.

**Danielle:** Ken?

**Ken:** Yes.

**Richard:** Okay. Passed unanimously. I see no cards for agenda related public comments. No cards for non-agenda related public comments.

[laughter]

**Speaker 6:** Say something.

[laughter]

No?

**Richard:** All right. That brings us to resolution number 498.

**Kathy:** I thought you were going to do it after. Oh, I'm sorry. I'm sorry I misunderstood. Go ahead.

**Richard:** Okay.

**Kathy:** Go ahead.



October 12, 2018, Special Meeting Audio Part 1

**Richard:** This is resolution number 498. This authorizes our former legal counsel according to the Department of Justice involving their investigation into [laughs] whatever it is they're investigating. Okay.

**Joe:** I make a motion to accept resolution number 498.

**Richard:** Okay.

**Wesley:** If I agree with this or not, does that have anything to do with what we're discussing right now?

**Richard:** Let's get a second to get the motion on the table and then we'll talk about it.

**Wesley:** Okay. There we go. Thanks for that. I wanted to make sure before I said anything.

**Richard:** Ken do you second? Okay. We have a motion by Joe, a second by Ken to approve resolution number 498. We'll all open it for discussion.

**Wesley:** This is Wesley Ferraccioli. They're asking me to approve to investigating legal counsel in a matter that I have no idea what they're even discussing or talking about. I'm not okay signing something that I have no idea what I'm signing other than just saying, "Feel free to investigate whatever you want."

**Richard:** What we're talking about here is a resolution that will allow Jim Coffee or a former attorney to speak with the Department of Justice. He cannot do that right now because he's bound by attorney-client privilege.

**Wesley:** Exactly. By me signing this, I am signing saying, "I'm opening myself up for a possible lawsuit between whoever he is going to discuss." If they come back and say, "That was attorney-client privilege." The board voted to go against that. Then we find out that nothing's taken place and now, I want to sue you. I cannot sign something I have no idea what I'm signing for. Other than just saying, "Okay. You can go against one of our amendments of the United States."

**Richard:** All you're signing right now, all we would approve here is for the attorney to speak with the investigator within the scope of his investigation. Okay. This isn't a wide open, he can ask him anything other than for actions that occurred in 2015.

**Wesley:** I understand that. Again, I have no idea who, what, when, where. All I know is I'm voting to allow an attorney to go against his client-attorney bond to speak with someone about information that I have no idea what information this is. I personally, I'm not going to sign this. I'm against this.

**Richard:** All right.

**Wesley:** Because I have no idea what they're even-- Here, "Sign that this attorney can talk to this a person about anything that was attorney-client privilege but isn't now because you signed it." I'm not okay with that.

**Richard:** Okay. Further discussion.

**Ken:** Richard, can Martha explain anything to Wes if he needs to-

**Richard:** Martha did you get the gist of Wes's concern about this resolution allowing Jim Coffee to talk to the Department of Justice investigator?

**Martha:** Yes. I just want to point out that you as the commission are the client. The client has the legal ability to waive the privilege. I don't think that you need to be worried about somebody else coming back and saying, "Hey. You waived my privileges." However, there's concerns about things that happened but generally have knowledge of. It's one of those things with the Department of justice. They still don't have all the details on exactly what they're investigating or what happened. I don't either.

I was asked to draft this resolution so that Jim would be allowed to speak with investigators. I ran it by Jim, the contents of the resolution and he said that it looks good to him and it was what he needed. That's about all I can say.

**Richard:** Okay.

**Wesley:** That's still really vague. I'm not okay with putting my name on it. You don't need my name, right? We only need three?

**?Danielle:** Yes.

**Wesley:** All right. There we go.

**Ken:** What do you think about it Richard?

**Richard:** I'm not afraid of this. All this is is trying to get to a resolution on this investigation which to me overshadows a lot of what we're doing and a lot of what we're going to be able to do. As long as this unknown issue is rolling around out there in space, then it's going to affect us.

**Wesley:** Do we even know where this unknown issue came from? We know who. Because I don't know anything.

**Richard:** None of us do because we weren't involved in it. This guy does. This complaint goes back to like I said, 2015 forward. It has to do with the BC Fisheries.

**Wesley:** We're still doing that? Okay.

**Richard:** That's what-

**Wesley:** This doesn't have anything to do with the Trial Commission not being part of BC fisheries or anything like that at all? I'm just curious.

**Richard:** The question, as I understand it is, at what point was the contract with BC fisheries finalized? It wasn't finalized in an open meeting. Are there records for that? There are no records of [unintelligible 00:09:43] With the circumstances around this newer contract. There are two contracts. There's an original contract and then there's a supplemental contract that is about three months behind the original contract and it significantly changes the terms. That's what's in play.

**Wesley:** We don't know whose reported this or who--

**Kathy:** The port did.

**Wesley:** Who is the port?

**Kathy:** The former port commissioners, directed the former managers.

**Wesley:** The ones that were dismissed for--

**Kathy:** Two resigned and two were recalled.

**Wesley:** So those were the ones that-- okay.

**Kathy:** They directed Gary--

**Wesley:** I'm not signing it.

**Kathy:** to compile--

**Wesley:** No problem.

**Kathy:** information and send it to legal.

**Wesley:** Okay. I got all the information I need. Thank you.

**Richard:** Okay, so any further discussion?

**Ken:** Just the question on Resolution 495 at the bottom and 498 at the top.

**Kathy:** That will be corrected, 498 is the resolution number. I'm not sure how much Roy can hear of what happened, do you want to check in with Roy?

**Richard:** You get all that Roy?

**Roy:** I did, yes I did.

**Richard:** Do you have anything to say?

**Roy:** Negative.

**Richard:** Okay. All right, with that in mind, we'll call a question.

**Kathy:** Joe?

**Joe:** Yes.

**Kathy:** Wes?

**Wesley:** No.

**Kathy:** Roy?

**Roy:** Yes.

**Kathy:** Richard?

**Richard:** Yes.

**Kathy:** Ken?

**Ken:** Yes.

**Richard:** Okay, so on a motion by Joe Speir and a second by Ken Range we have approved the Resolution 498 and it's four to one. Okay? So we sign this right now.

**Kathy:** Yes and would you put Vice in front of President. You're the Vice President, and then I'll take it over to Joe. Needs to be in bold. Thank you.

**Richard:** Okay, with that completed we will now adjourn out of regular session and move into executive session. The executive session before [unintelligible 00:12:10] board of directors recalled pursuant to or revise statute 192.6607278. To consult with counsel concerning legal rights and dutie regarding per litigation and litigation likely to be filed. Any members of the media that is here may remain, however the board will require that any information derived will not be disclosed to pursuant in order of rights statute 192.66074.

[00:12:36] [END OF AUDIO]



October 12, 2018, Special Meeting Audio Part 2

**\*PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR CHANGED BY THE PORT OF BROOKINGS HARBOR\***

**Male Speaker 1:** -session back in to regular session. Okay?

**Male Speaker 2:** Okay.

**Male Speaker 1:** Is there any other business before commission this evening?

**Male Speaker 2:** No.

**Male Speaker 1:** Okay. Hearing them, I'm going to adjourn the meeting at 5:56.

**Male Speaker 2:** Bye, Roy.

**Male Speaker 1:** Bye, Roy.

**Roy Davis:** Thanks, guys, good to hear you.

**Female Speaker:** Bye, Martha

**Male Speaker 1:** Bye, Martha.

**Martha Rice:** All right. Good night.

**Female Speaker:** Good night.

**[00:00:27] [END OF AUDIO]**

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**PORT OF BROOKINGS HARBOR**  
**Board of Commissioners**  
**Regular Meeting Agenda**  
Harbor Fire / Harbor Water District  
Conference Room  
98069 W Benham Lane  
Harbor OR 97415

**Tuesday, October 16, 2018 • 6:00 pm**

Commissioners present: Position 1 Secretary Joe Speir, Position 2 Wesley Ferraccioli, Position 4 Vice Chairman Richard Heap, and Position 5 Secretary/Treasurer Kenneth Range. Also, present were, Kathy Lindley Hall Interim Manager, Travis Webster Harbormaster, Martha Rice Port Counsel, participating staff members and members of the public.

**1. Call to Order, Pledge of Allegiance, and Roll Call:**

*Heap* called the meeting to order at 6:00 pm. Board and audience stated the pledge of allegiance.

**2. Approval of Agenda:**

**3. Executive Session ORS 192.660 (2)(h):**

h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

The board adjourn into executive session at 6:01 pm and reconvene back into regular session at 6:51 pm.

**4. Agenda Related Public Comments:**

*George*: was not currently present to give his public comment.

**5. Minutes to be accepted:**

a. Tuesday, August 7, 2018, Special Meeting:

*Range* made a motion to approve August 7, 2018 special meeting minutes as amended. Second by *Speir*. Motion passed 4-0.

47



b. Friday, September 14, 2018, Special Meeting:

*Range* made a motion to approve September 14, special meeting minutes as written. Second by *Speir*. Motion passed 4-0.

c. Tuesday, September 18, 2018, Regular Meeting:

*Speir* made a motion to approve September 18, regular meeting minutes as written. Second by *Ferraccioli*. Motion passed 4-0.

**6. Financial Review:**

*Lindley Hall* wanted to bring to the board's attention the profit and loss budget performance, our revenue is up at 43.9%, and applaud staff and everybody that stayed at the RV Park. The board asked had a few questions, which *Lindley Hall* and *Webster* responded.

**7. Managers Report & Operational Report:**

*Lindley Hall* read over her managers report to the board. *Webster* read over his operations report to the board.

**8. Old Business:**

a. RV Park:

*Speir* handed the board a letter with some options that he thought would work for the RV park bathroom. Since the document was not made available to the public *Speir* read it aloud. The board had a few questions for *Webster*. *Webster* mentioned that *Lindley Hall* had talked with county deploying inspector, and the grandfather clause does apply to that bathroom. *Webster* suggested looking into remodeling what already exists to keep us under the grandfather clause. *Range* reminded the board that two months ago they approved for an engineer to come out and find a solution to the problem. *Range* would like to see a permanent solution, designed by an engineer, accepted by Harbor Sanitary and by the Port, and would also like to have a board to board meeting with Harbor Sanitary. *Ferraccioli* made a motion to hire an engineer to come up with a permanent design. Motion failed due to lack of a second. *Heap* recommended taking the bathroom offline temporarily. The board agreed to continue business as usual until the board to board meeting with Harbor Sanitary. *Lindley Hall* asked the board if they would like to pursue an MOU with Harbor Sanitary. *Range* made a motion to approve the memorandum of understanding that was provided to the Port by Harbor Sanitation. Second by *Speir*. Motion passed 4-0.

b. Rogue Credit Union Lease:

*Lindley Hall* informed the board that she believes that Rogue Credit Union finally understands that they own that building. Still waiting for the legal department to approve the draft lease and isn't ready to sign yet.

c. Ordinance:

*Range* made a motion that Port council move to waive full reading and adopt ordinance number 21, and ordinance of the Board of Commissioners of the Port of Brookings Harbor amending ordinance number 1-1998 regarding transit dock boat ramp and public parking regulations. Second by *Speir*. Motion passed 4-0.

9. New Business:

a. User agreement – Al Cornell – 10 mins:

*Mr. Cornell* explained to the board that he is almost to the age that he is going to want to sell his vessel. Asked the board if he sells his vessel, does the new owner of that vessel have priority over the waiting list? *Webster* explained that we have steps to go through. They must have insurance, if you decide to have moorage with us, they must go through a credit check. They must sign a brand-new moorage agreement, but they do have priority to that slip.

b. Security:

*Ferraccioli* reminded the board that he had requested for an estimate on cameras. Believes that the security car driving around is not deterring the theft and our moorage holders don't feel safe. Recommended looking into procuring security cameras. *Webster* suggested putting lights up. *Webster* suggested to have a special meeting regarding security, which *Heap* agreed and would like Knight Security to give the board documentation of what they observe down here at the Port.

c. Employee Handbook:

*Lindley Hall* informed the board that right now the employees get a disability bank and PTO, when an employee leaves the Port is not bound to pay sick leave but, in the past, it's been paid because its all lumped together in the PTO department. *Lindley Hall* suggested to separate the two, PTO and sick pay. *Range* made a motion to adopt the new language and have it in effect November 1. Second by *Ferraccioli*. Motion passed 4-0.

d. Managers Search:

Nothing to discuss at this time.

10. Commissioners Report:

*Heap* gave the board an update on how the events meeting went last night.

*Range* wants to see the agenda format changed to where the executive session comes before or after the meeting, if there is an executive session scheduled. Would also like to see agenda items that have been discussed continue to be on the agenda until there is some sort of closure.

49

**11. Non-Agenda Related Public Comments:**

No non-agenda related public comments.

*George* was back, and the board allowed him to give his public comment. *George* expressed his dissatisfaction with the amount of bird feces on the dock. Believes the Port should hire someone once a week to clean the docks. Also, when he came back into his slip Saturday night, someone was in the slip next to him, so he decided to go into someone else's slip, and was upset that he couldn't reach anyone at the Port to tell them that someone had parked next to him and that he was changing slips.

**12. Adjournment:**

*Heap* adjourned the meeting at 8:21 pm.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date Signed

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**\*PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR  
CHANGED BY THE PORT OF BROOKINGS HARBOR\***

**Male Speaker 1:** You might know a Johnny Ingram.

**Male Speaker 2:** Yes, I know [unintelligible 00:00:02]

**Male Speaker 1:** You know Johnny, right?

**Male Speaker 2:** Yes, he's in the hospital

**Male Speaker 1:** He had a stroke a couple hours ago.

**Male Speaker 3:** Six o'clock on Tuesday, October 16th. We are going to open the meeting, call to order. Join in the pledge of allegiance, please.

**All:** I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

**Speaker 3:** Kathy, would you call the roll please?

**Kathy:** Ken.

**Ken:** Here

**Kathy:** Richard.

**Richard:** Here.

**Kathy:** Wes.

**Wesley:** Here.

**Kathy:** Joe.

**Joe:** Here.

**Kathy:** Roy is not here yet. Martha is here?

**Martha:** Here.

**Kathy:** Travis.

**Travis:** Here.

**Kathy:** Kathy, here.



October 16, 2018, Regular Meeting Audio Part 1

**Speaker 3:** Okay, I'll apologize in advance. We're going to have to call an executive session to start with. At this time we're going to adjourn out o four regular meeting and go to executive session [crosstalk]

**Male Speaker:** How long is it going to be?

**MaleSpeaker 3:** Well, we're hoping that'll be a half hour. If we can expedite it to a half hour we'll do that, I don't know. At this time we're going to adjourn our regular session and go to executive session

[00:01:28] [END OF AUDIO]

**\*PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR CHANGED BY THE PORT OF BROOKINGS HARBOR\***

**Roy Davis:** After our recess, we're coming back into regular session at 6:51. The next item on the agenda is gender related public comments. I have one here from George Morgan. Is George here? Did George go home?

**Ken Range:** I think he did.

**Roy:** Okay.

**Ken:** As long as approval of the agenda is here. [crosstalk]

**Roy:** That's right. No, we already did that.

**Ken:** Okay.

**Roy:** Now we're doing minutes to the August 7th, 2018 special meeting.

**Ken:** I'll make a motion to approve the minutes as amended.

**Roy:** [crosstalk] That's when we amended, right? Okay. We have a motion to approve the agenda as amended.

**Joe Speir:** I'll second that.

**Roy:** We have a second. Wes, we're working on the August 7th amended minutes, approval of those. We have a motion and a second. [crosstalk]

**Kathy Lindley Hall:** Ken?

**Ken:** Yes.

**Kathy:** Richard?

**Richard Heap:** Yes.

**Kathy:** Wes?

**Wes Ferraccioli:** Yes.

**Kathy:** Joe?

**Joe:** Yes.

**Roy:** Okay. Friday, September 14th, 2018 special meeting.

**Ken:** I'll make a motion we approve the minutes for Friday, September 14th.

**Roy:** Okay.

**Joe:** It's right there.

**Richard:** Okay, good, thank you.

**Roy:** We have a motion, do I have a second?

**Joe:** I'll second it.

**Roy:** Okay. We have a motion by Ken Range, a second by Joe Speir to approve the minutes from Friday, September 14th. Any further discussion? Seeing none. Kathy?

**Kathy:** Ken?

**Ken:** Yes.

**Kathy:** Richard?

**Richard:** Yes.

**Kathy:** Wes?

**Wes:** Yes.

**Kathy:** Joe?

**Joe:** Yes.

**Roy:** Finally, Tuesday, September 18th 2018 regular meeting.

**Joe:** I'll make a motion to approve the September 18th, 2018 regular meeting.

**Roy:** Okay.

**Wes:** I'll second it.

**Roy:** We have a motion by Joe, a second by Wesley to approve 2000[sic] September 18, [laughs] excuse me. Tuesday, September 18th, 2018 regular meeting. Any further discussion? No. Kathy?

**Kathy:** Ken?

**Ken:** Yes.

**Kathy:** Richard?

**Richard:** Yes.

**Kathy:** Wes?

**Wes:** Yes.

**Kathy:** Joe?

**Joe:** Yes.

**Roy:** Okay. Financial review.

**Kathy:** There's just one thing that I wanted to point out to you all, and do my best to answer your questions that you might have. On page one, and it's support profit loss budget performance. It's not too far into it. It's the first three months. We've just finished the first three months. This report has our revenue at 43.9%. The three months is 25%, so we'll look at it above the diagram.

We really want to applaud our staff and everybody that stayed at RV park and bought tool[sic] from us. Just everything that it took to get us with this type of revenue, and I wanted to point that out.

**Ken:** Do you have any idea what to attribute that to?

**Kathy:** Most of it is that we had a salmon season.

**Ken:** Okay.

**Kathy:** The other half is, unfortunately, the fire in Redding[sic]. We also had a shrimp deal here as far as the fewer sales. The fleet came down and worked off the bar shore.[crosstalk]

**Travis Webster:** I know that the last weekend for the salmon fishing, I've never in the nine years that I've been here seen that many boats here. There is a lot of people here. Thanks to Howard doing so well.

**Roy:** It's encouraging that last year we suffered greatly because of the fire. Unfortunately, for other people, we've benefited mostly because of the fire. Manager's report and operational report.

**Kathy:** We've had a chance to look at my report. I gave you updates on the first four things. Then I'm asking the commissioners to create a new list of the top three or four items going forward. They have abandoned Pacific dock. Next spring we'll look at the 600,000 from the lottery[sic] and for dock repair. I've talked with Jack Akin, our engineer, on focusing on funds available to complete that project.

I believe that when you all took the job as commissioners that I provided the hazardous mitigation plan. It's all spelled out in there, in that document. Some of them are logged together for a total price, but throughout the document there are



checks. Garrett Dellinger estimated what it would take at that time to bring things right in the port.

Then number two, of course is the RV Park bathroom, short term and long term. I've asked some of the commissioners to come up with something. Jack and I both thought that we were receiving a grant from the fuel dock slope repair, but neither one of us have a definitive answer to give you tonight.

And then the fourth item is that-- Just because I put them down don't mean that they're your ideas. The fourth one was a winter project for the crew to upgrade suite 103 where we have our special meetings, the former port office. Making it into either a rentable meeting room or upgraded for future lease.

The things that I put in a parentheses would get it ready for a lease. We could use it as a meeting room until that time. So fairly, I can't tell how many use-- We had a meeting, but I didn't write it down. That's my manager's report. Do you have any questions?

**Travis:** Most of our operations for this month has been always on getting things ready for pilings, laying out where our new docks are going to go, getting the fingers built. Some other ones that we've had a lot of boats and a boat yard, a lot of different forklift jobs in there. The diesel tanks have been cleaned. I am currently still getting quotes on the gas and the cosmetic part of it.

I'm reaching out to a couple of different companies for some more pricing for that. Any questions? Any concerns about what's going on outside?

**Roy:** When you're replacing the docks, are you using the existing docks? Do you have dock piles?

**Travis:** Yes. The docks that we're using are bought from eDock that we demoed out earlier. All that adding of the fingers, we've been able to do with-- I've had to buy bolts for the fingers, but other than that, the ports are all the materials needed to develop it.

**Roy:** All right. Old business. RV Park. What is that complicate? Can we talk about this?

**Kathy:** I believe it just comes from the general--[crosstalk]

**Ken:** Those are my proposals right there. I don't have much time to look at it. I like number three myself.

**Roy:** Do people have a copies of this?

**Kathy:** Just the commissioners. You didn't make it available--[crosstalk]

**Joe:** I didn't make any for everybody.

File name: October 16 2018 RM Audio Part 2.WMA

**Roy:** In that case, Joe, would you go through and read it.

**Joe:** I can do that. All right. Options to RV bathroom and Port RV Park. Option one, install internal sand filter in underground plumbing tube four and shower drains. Locate or permanently hard plug and fill the existing RV dump site. The option two would be park removed, disconnect RV park bathroom, shower, plumbing, from Harbor San Sewer System, closing the building from further usage, and relocate permanent hard plug and film, existing RV dump site.

Number three, show good faith, to immediately installed K-rails in front of RV bathroom, shower building, to prevent king high tide water and debris from entering the building, secure building from further usage, install floor, sand filters in the bathroom and floor drains and old restroom by Bailey's building.

In addition, bathroom facilities needed in dry camping area, or RV bring the portal parties, relocate hard plug in film, existing RV dump site. That's supposed to happen. Ask for time and extensions, present a plan, a permanent solution for the bathroom, shower facility problem. That's it, thank you. About everybody else. I'm reading more.

**Roy:** I'll ask a question probably of Travis, is the bathroom we're talking about like 40 some years old?

**Travis:** Yes, sir.

**Roy:** Is it '88 compliant?

**Travis:** Yes, sir.

**Roy:** This bathroom was built to a standard order it was 40 some years ago.

**Travis:** Yes.

**Roy:** If we do anything in the bathroom of any kind, we then have to comply with current 2018 standards?

**Travis:** If you are going to tear the bathroom down in rebuilding, you'll playing by today's rules. As far as what I've understood from what Kathy's got from the county deploying inspector is that I think everybody is familiar with the grandfather clause does apply to that bathroom, and as far as what I understand of the clause is that you can remodel. You can fix existing, you can't change what you have.

You can have your showers, you can upgrade. You can do a remodel. Replace what's existing, but you cannot had or take away from what is there.

**Roy:** If were to add a sand filter, then we would have to comply with 2018 regulations without changes to the original.

**Travis:** As far as a sand filter on the floor, if you would have to do all of them, I would imagine we're going to be walking into a different situation. I do not know that little intimate if we had a sand trap, if that takes us out of that main clutter clog that part, I don't know, that could be a repair that's existing. What I know for us is to stay under that. We have to keep what we have and we may want to start thinking about remodeling the bathroom.

We've talked about doing small bandage or replacing it. Replacing it, it's going to get very difficult for us complying with today's rules with the amount of parking spots when you have the spaces, while we provide the distances apart. We're going to find there's something- it's going to be a much bigger project than I first anticipated, and it's not as easy as replacing that bathroom.

I suggest that we start looking into remodeling existing what we have, and find a happy medium. We might have to spend \$75-80,000 to remodel, but it will keep us under the grandfather clause, and not have to do a much larger project which we don't have the money.

**Roy:** Here's the dilemma. We're getting into winter time. We're getting into accrued. It can be tough to work down there. We're going to have the sand and water intrusion issues. What kind of a time frame were you thinking?

**Travis:** I haven't look into it. Just get on the schedule, start making- getting close. I mean, expedite it if that's the way we want to do it. Get somebody come in here, and you're done. My guess is we're probably going to be hiring somebody from Medford probably to come over here. That our scheduling, I'm not sure. We really just need to be nailed down the direction we want to go with it.

I know we need to comply with what Harbor Sanitary is asking for us to do, that sand and water coming from the ocean, end up in our bathrooms. It would be in everybody's best interest to wall that off and put doors. Turn them, so what we have a walkway coming from behind it. We need to come up with something to stop that water from coming in.

Temporary fixes like what Joe said, K-rails to get us up in front of it, to divert the water around it. It could be a temporary fix for us, but I don't see any other options we can do that I have looked over, that's got to fed what we need to do in our budget, other than getting that contract to an engineer, getting a look.

We'll wall off the back, make a plan if we're going to remodel. To make that plan, and put it together, and execute it. I don't know what else other options we have left. Remodel it, dock in our bathroom over. I want to take that off the table. It's not that we do not have the money or the opportunity to go forward with that right now.

**Roy:** [unintelligible 00:16:42]

**Ken:** We're causing sand damage to Harbor Sans equipment. That's straight forward. This has been going on for how many years. We have their representatives, everybody. Five years, ten years, two years, that's no other. A sand separator does not have to damage, to my knowledge, anything that's in the bathroom. It goes outside of the restaurant. We need to do something to stop the sand, simple, sand separator. We've authorize an engineer two months ago, I believed it's two months ago, to look into a solution to the problem.

We still have no solutions to the problem. We need an engineer to fix and we need to put up the barriers, and or doors, to prevent the storm damage or sand coming in. I don't see where this is real complex. We need to get to next. Go ahead, Kathy.

**Kathy:** It took a little while for Travis to get through and fix it all. I'm going to say it as simply as I can. All of the shower, toilets, the sink. We have no gray water as a separate line. Everything is one on the line, it's a sewer line. A sand separator ordinarily, please correct me if I not speaking, would be installed where there's gray water, not where there's a sewer connection. That's the complication.

**Ken:** We're going to have an engineer go down there and do some solution to this problem.

**Kathy:** I can get one that will do it for a thousand dollars.

**Ken:** Okay. Then we need to authorize more money.

**Kathy:** Probably.

**Ken:** Okay.

**Roy:** Why don't we go talk to an engineer and get some cost from that, and then make a decision once we got the actual cost definite. I'm struggling with this and I have since the beginning of this because I don't know what you have in mind for remodeling, but we're still going to end up with center back wall. If we were going to do a change when we're going to remove gray water from the sewer line, then that goes outside, then we're going to have to got away to protect that so you don't get sea water running in the back if it's a box.

That's an issue. If you're going to separate those lines, you're going to jackhammer the floor, that place up, could break those. We're going to essentially tear the inside of that apart. When we're done, we're going to end up with the problem solved to a 45 year old building that's been remodeled. We've got these issues, roof issues, or some other things there too, as opposed to-- Now I don't know the details about the new building. If we put in a new building, you're saying there's more requirements we're going to have to meet?

**Travis:** There's a number of sites that we have, and the distances that they are, and the things that we're going to have to account for, such as our parking spots across

that part of the beach that are on our property. Those parking spots will count total size, and the distances of the bathrooms. Everything that I've given you gets you back to what you want. It also comes down to it, is that what you guys want, do you want the same thing? That's what a lot of our confusion, what have been happening.

We sent a letter in which it was returned back to us-- Where I'm at with all this and things are, I need you guys to decide when we're going to go in here and come up with a solution. I don't know what else I can give you guys. We can do the engineering. Our previous limit was \$1000, if you want us to spend more money on that, please allow us to spend more money on it.

We also need to make sure that the boats we're making that we're letting Harbor Sanitary know, to makes sure we're working with them, and that the time frame of getting an engineer here, getting answers, and getting to a solution, is going to be longer.

We need to make sure we have that kind of time, or are they looking for a fix right now? Our timelines are getting a little mixed, too, because the letters and stuff, and our meetings, aren't happening as fast as what I can act on.

**Richard:** I have a quick question, or actually just a statement. To make it clear then, if we bulldoze them, the uniform building code is going to dictate an occupancy load for the bathrooms spots. So potentially, we have to put in more restrooms.

**Travis:** Potentially, we would have to put in more bathrooms.

**Richard:** Potentially, we have to come up with wheelchair ramps, with multiple just-with all kinds of issues.[crosstalk]

**Travis:** You're going to be force to their standards, today's standards are getting pretty high.

**Richard:** Very costly. I'm with you on that, on the approving. Get somebody out here and find out what we're looking at.

**Ken:** An engineer to work with Harbor San and us, and the two of us get to come up with a solution. If the bathrooms are going to be built right where they exist, a sand filter can be used down the road. I just would like to see a permanent solution, designed by an engineer, accepted by Harbor San, and us that works.

**Richard:** You're going to make a motion?

**Travis:** With this, I would like you guys to go ahead and lay out how you would wanted your letter back to Harbor Sanitary to look. We also need to come up with a temporary solution that we think is good right now that we can put into a letter back to harbor sanitary, so they can accept it, because our previous one was not accepted.

I need to come up with a new wording, new letter to send to them to get- or you guys go ahead and direct us to put the K-rails up, and send a letter that that's what it is. I don't know how you guys want me to go with this.

**Ken:** Are we still pursuing a board to board meeting?

**Kathy:** That's your decision.

**Roy:** [crosstalk] That'd be a good idea, so we're all on the same page.

**Ken:** I would like to see a board to board meeting as soon as possible, that works for both of our calendars, and we'll present what we're talking about. I'd like to see an engineer hired and come up with a permanent design.

**Roy:** I'll make a motion to hire an engineer to come up with a permanent design.

**Travis:** One more thing before we get-- What would you like me to do for a temporary fix?

**Roy:** Let's try and run in a different way. It seems to me the most expeditious way to resolve harbor sanitation issue is to take that bathroom offline temporarily. Putting up the K-rails, ceiling up, building up, and shutting it down, until we can get an engineer solution to decide what's going to happen, that looking like, what it's going to cost, and what the time frame is on it.

Because those are all the questions that I'm sure they're going to want to know, as though take it off line, what does that mean. That's going to also affect us on the RV park. It's in our best interest to take it off line in the winter, obviously when the RV station is down, and try and get this done before Memorial Day for sure. I think the motion would include whatever we're going to do for the short term, and then what the long term is going to be.

**Kathy:** I believe that the letter from Harbor San most recently denied our proposal to take it off line.

**Roy:** Well, you tell me. Where do we go from here? Our options are pretty few. We have to fix the problem, we have to take it off line, we're going to have to get the rest of this done.

**Ken:** We have 30 days.

**Travis:** Then, do we have permission to shut down the necessary sites? I'm not sure how many it's going to be, but we will have to shut down some of our already working as well.

**Ken:** Before we take it down, how long is it going to take to get an engineer to look at that? Anybody got a guesstimate? Is this--[crosstalk]

**Travis:** I hope I can have one out here within two weeks. [crosstalk] I don't even have a name for an engineer yet.

**Roy:** My suggestion would be, before we take the bathroom off line, we have those big storms pending, then we leave the bathroom open, we get the engineer in here to design, tell us what we need to do, and then if we need to take the bathrooms off line, we can shut the doors and do whatever he recommends. In the meantime, we still have the revenue from the RV park, we get the engineer to approve a plan that Harbor Sans can agree to, and we move forward.

**Richard:** And have a board meeting as soon as possible, so we're all on the same page. They want to fix it, we want to fix it, and if we can all be reasonable, I think we can fix it. Pretty simple thing. [crosstalk]

**Kathy:** Do you have a date in mind?

**Roy:** Pardon me?

**Kathy:** Do you have a date in mind when the majority of the commissioners could be there?

**Roy:** I have no idea about their schedule. I'll do whatever I have to do to make it. [crosstalk]

**Kathy:** I understand when it was convenient for you.

**Roy:** Okay. Tomorrow morning? [laughs]

**Ken:** I'm good any time. [crosstalk] Good most of the times, except next week I've got to be gone for three days, but otherwise I'm good.

**Kathy:** Okay, so that's this Tuesday. If we can come up with something next week.

**Travis:** Try and shoot for something like Thursday.

**Roy:** Yes. It could be in the evening I'm assuming.

**Travis:** We will see what we can get worked up for this--[crosstalk]

**Roy:** I have a meeting in Gold beach in the morning, but other than that, I'm good.

**Richard:** Afternoon, okay?

**Kathy:** It could be afternoon.

**Roy:** Works for me. [crosstalk]

**Travis:** Again, what would you guys like to do for a temporary fix until this happens?

**Ken:** That's only two days. [crosstalk]

**Roy:** No, it's going to be more than that, because we've got to remember, it's not just the water running across the parking lot bringing sand in there. We've got surfers going in there everyday washing their boards off, and washing themselves off, that's adding sand into that system. We know people and they're doing that, too.

**Richard:** What's Harbor Sanitary's opinion on what we can do for a quick fix? Just for now, like I said, if we can all agree and start really working down this path.

**Roy:** I think that Harbor Sanitation's position is, it's your problem, you figure out how to fix it. We told you what you need to do, so you need to get something in motion to fix it, and that's what we're talking about doing here, which is getting engineers in here. [crosstalk]

**Richard:** Sure, we need that definitely.

**Roy:** Travis, I don't have a really good answer for you on what to do, other than take it off line.

**Kathy:** Do I have permission to use- Am I allowed more spending, which is 5000 that I can exceed? I can't exceed that without your permission, to get an engineer-- [crosstalk]

**Roy:** I'm assuming that we can put together a special meeting pretty quickly to discuss the amount, if you have an engineering company that says, "Okay, I'm going to charge you \$5000 to do this," then we could meet.

**Travis:** We can safely go ahead and move forward if it's \$5000. She can make that decision.

So as far as shutting down the back end and trying to keep it open as business. To shut it down, you guys are going to have to do a vote on that to shut it down.

**Roy:** Richard, I'm confused why you want to shut it down in the next two weeks. We have our board meeting with them, we did an engineer on line to where we have an idea. If there's any pending big storms coming, we can shut everything down, seal that place up. But right now, there's nothing that I'm aware of in adverse weather that's going to do anything more than the typical sand we have which if the staff is working the sand filters, I think that would be adequate until we get this engineer on line and have a meeting with them and discuss--[crosstalk]

**Travis:** We may have [unintelligible 00:30:56] board meeting, and we'll go from there.

**Ken:** Well, my only concern about this is we've kicked this end down the road for a lot of years, and we've kicked it down the road for several months since I've been here. So the question is, what are you going to do about it? We're going to just do

File name: October 16 2018 RM Audio Part 2.WMA

63



nothing until we come up with another plan, and I'm thinking that the patience of the people who we're dealing with are probably running out. [laughs] That's why I'm suggesting if--[crosstalk]

**Roy:** I don't think we are not doing anything we're finally doing something. We get an engineer to design a plan that has a sand separator, that deals with the whole problem. Not piecemealing it, and then we can present that plan to them. If we need to shut the restrooms down, we still have that option available to us if necessary. But in the meantime, we're cutting our own throats if we have income coming from down there. We're going to have a meeting next week with them. We can discuss all this.

**Richard:** Yes, I don't know who they are here. I don't know by looking at you, it could be people I know. But I do know that this is a whole new board that has never dealt with you guys in the past, and we are more than wanting to take care of this issue the proper way. We don't want to destroy your equipment. We want to take care of it, but we're doing the best we can as fast as we can, given-- I mean, everything else that we've got going down.

So that's why I think the board meeting, and we can just say, "What can we do to help this problem go away as fast as we can?" and take the right steps to do it. You're the professionals, whoever you are, with the sewer department. I have no idea. All I know is I know sands wrecking your stuff and we can't have that. So hopefully we can fix that up.

**Roy:** I don't think that would give Travis the direction you wanted.

**Richard:** No, well we already have it right [crosstalk] we're going to have a meeting.

**Travis:** You're going to go business as usual until the board meeting, and you're going to board meeting. Pending that board meeting, will have some solutions and some answers from them. We will work on the engineering. Like I said, I will do it-- I'm shooting two weeks. I will do everything I can to get in there as fast as possible. [crosstalk] All of that being said, I don't think we need any motions for anything.

**Roy:** So when we're talking to this engineer, I mean, the scope of what we're going to ask him is beyond the sand filter, right? We're going to talk about--[crosstalk]

**Ken:** Sand separator.

**Roy:** Sand separator. We're going to talk about a redesign of the bathroom. [crosstalk]

**Travis:** The redesign, and we're going to need some engineering, we're going to want him to address our immediate problem with sand.

**Richard:** Number one.

**Travis:** Also in addition to that, a remodel of what we have right now. Is that right? Ken's telling me no. We know we want engineering to come in and look at our sand problem. What do we have to do to put in a sand interceptor to deal with our sand problem? Beyond that, what do you want me to happen with that?

**Roy:** If we're going to hire somebody to do this, let's not piecemeal it. Let's hire him to redesign the bathroom and tell us what it's going to take to move the doors to the back to secure that from future problems from the ocean and what we're going to have to do to seal up the walls. Remove the tile to do whatever we need to do to make that place easy to clean, easy to maintain, and meet the needs of our customers.

**Richard:** But falling under the grandfather clause, right? So we don't--

**Roy:** Right now, we need talk to the engineer and see what he tells us. What I'm saying is as long as we- we're backed into this. As you know, my preference was to take the bulldozer in there and make a hole.

[laughter]

**Roy:** And fill it with a new bathroom, but it doesn't sound like that's practical from a lot of others--[crosstalk]

**Travis:** That'll just be enough. I'll get an engineer and tell him what our needs are and we'll put him to work. That's all. [crosstalk]

**Roy:** While he's there, he might as well take a comprehensive look at it and say, okay, so you're going to have to do some--[crosstalk]

**Travis:** You're going to need the roof--[crosstalk] Okay.

**Roy:** Okay?

**Travis:** Okay. I can do that.

**Richard:** That was easy.

**Kathy:** [inaudible 00:35:54] Harbor San. Are you interested in pursuing an MOU?

**Roy:** Yes.

**Kathy:** And you've read the one that they have proposed?

**Roy:** I have.

**Ken:** Did you?

**Richard:** Yes.

**Kathy:** So that being said, is there anyone who wants to take any action on it?

**Roy:** Are you just now reading that? Wes? Or Joe? You guys read it?

**Wes:** No, I just saw it tonight.

**Roy:** Since I'm chairing the meeting, I can't make the motions.

**Ken:** I'll make a motion we approve the Harbor San MOU.

**Joe:** I started reading that. [crosstalk] I'll second it.

**Roy:** We have a motion by Ken and a second by Joe to approve the memorandum of understanding that was provided to us by Harbor Sanitation. Any further discussion? So with that, Wes, are you good with this?

**Wes:** Yes.

**Kathy:** Ken?

**Ken:** Yes.

**Kathy:** Richard?

**Richard:** Yes.

**Kathy:** Wes?

**Wes:** Yes.

**Kathy:** Joe?

**Joe:** Yes.

**Roy:** We'll let the dust settle on the RV park now. At least for a while. Next item is the Rogue Credit Union lease.

**Kathy:** There's still something [unintelligible 00:37:40] in the last conversation I had with my contact at Rogue. I think they finally understand that they own the building. They got the building permit for the repairs that they've made. I think it's one of those situations where the left hand doesn't know what the right hand is doing. Anyway, I'm waiting for their legal department to approve the draft lease that they have been given. We're not ready to sign the lease yet.

**Roy:** Okay. That brings us into the ordinance.

**Kathy:** They're not paying [unintelligible 00:38:33]

**Roy:** This is an ordinance that we've read once, so this will be the final action on this ordinance. Kathy, is that correct?

**Kathy:** I believe that that's correct. I don't have Martha's notes in front of me. It says Martha's [unintelligible 00:38:52] page one. So where the arrow is, next meeting, the instruction say you have to wait for the full reading and adopt the ordinance number 21, and the ordinance of the board of commissioners, and then the notice under that, it says that it doesn't go into effect just because we've read [unintelligible 00:39:16] with that, the recommendations on Martha made.

**Roy:** For the benefit of these folks out here that don't know what we're talking about, we're amending the original parking ordinance to specifically prohibit parking non-vehicles that don't have boat trailers and a boat trailer parking spot at the launch ramp. And we're also specifically prohibiting the use of the courtesy dock by the launch ramp for commercial purposes. Those two items were pointed out by the state marine board, the grant that built the new facility, it came from Sport Fish Restoration dollar which is a US Fish and Wildlife Service fund. It is very specific about what the money can be used for. Their statement to us was, "Any use of those facilities that interferes with the use by recreational fishermen is prohibited."

Failure to fix this or make sure we're in compliance could cause us to have to pay the grant back, which is over a million dollars. I remember that. We specifically amended that the original parking ordinance, ordinance number one, to prohibit those two things. That's what this is. If anyone want to make a motion?

**Kathy:** Did we go through all of the steps?

**Roy:** Whoever makes the motion is going to have to go through the steps, the reading and all that.

**Kathy:** Okay.

**Roy:** Okay.

**Ken:** I'll make a motion right now. [crosstalk] ordinance number one, has it [unintelligible 00:41:07] .

**Roy:** What we have to do is you have to make a motion that says, "I move that we waive the reading of the full ordinance." Then make that. That works.

**Kathy:** That's what I understand that, from that page to the very bottom, you can start with a [unintelligible 00:41:28] . Then you read down off for the record. [crosstalk]

[background noise]

**Kathy:** Did you find it?

67

**Roy:** I haven't found it. Did you got it at hand?

**Joe:** Here. I thought I'd seen it. [crosstalk]

[background conversations]

**Kathy:** I got to check again. At the very bottom is the--

**Roy:** That's what you read. That's your motion.

[background noise]

**Ken:** Port council move to waive full reading and adopt ordinance number 21, and ordinance of the Board of Commissioners of the Port of Brookings Harbor amending ordinance number 1-1998 regarding transit dock boat ramp and public parking regulations.

**Roy:** Okay. We have a motion. A second?

**Joe:** I'll second it.

**Roy:** Okay. We have a motion to waive the reading and approve ordinance number 21 by Ken Range and second by Joe Speir. You guys ready? Okay.

**Kathy:** Ken?

**Ken:** Yes.

**Kathy:** Richard?

**Richard:** Yes.

**Kathy:** Wes?

**Wes:** Yes.

**Kathy:** Joe?

**Joe:** Yes.

**Roy:** Okay. New business. User agreement, Al Cornell. Welcome to the hot seat.

**Al:** This is not going to take too long. I'm getting at an age right now where I'm eventually going to have to sell my vessel. Please give me that thing.

**Kathy:** A little bit closer to the table, please?

[laughter]

**Kathy:** Thank you.

**Roy:** You got to talk to the mic.

**AI:** Okay. Anyway, the point is that I'm trying to make is that if I sell my vessel, does the new owner of that vessel have priority over a list of other people that are waiting for a slip. I am presenting before you guys that it would be very difficult to sell the boat if the new person wants to maintain it at that. That's in conflict with a list- I don't know where the list came from, or who originated it or where.

Do you had any idea where it came from? The list of people that are waiting for us--  
[crosstalk]

**Kathy:** The waiting list?

**AI:** Yes.

**Kathy:** I can't speak to it currently, except it has been in operation--[crosstalk]

**AI:** It really doesn't matter because I can't find it anywhere in the literature here. Who has priority over a slip? If it's available, I can see a list. People waiting for that available slip to take that slip. What if a person is selling a boat and it'd be very difficult to sell a boat without a slip? Now, when I talk about guarantees, but it's at the Port discretion to make a decision as to a new lease for the person that's buying that boat.

This question is to the port manager. There's always a problem there because what governs your decision is you look at a price and say, "Okay. I'm going to give you a lease or--," what's the protocol for something like that? Any answer? No. You have protocol of that?

**Travis:** Yes. If you're thinking insurance on the boat. Insurance is a big one. Whether if you're going to build out mortgage with us or not. We give you credit checks for your mortgage customers. Those are the factors-[crosstalk]

**AI:** That makes sense.[crosstalk]

**Travis:** Those are the factors that play into you people with boats.

**AI:** Is that in writing somewhere? Is that just a--

**Travis:** Insurance is one of our ordinances [crosstalk]. I have found that some people that have been buying boats are having a difficult time insuring.

**AI:** All I want to do is make clear who has that priority over that slip, if anything, when you sell a boat. Whether a list [crosstalk] of people on that list, or the person that's buying the boat.

**Travis:** When you sell a boat, that boat, and in their mortgage agreement they get approved, the boat will stay with us.

**AI:** That's all I need.

**Roy:** There you go.

**AI:** Thank you.[crosstalk]

**Roy:** I'm hearing you say that the practice is that the slip transfers with the sale of the boat to the new owner?

**AI:** That's with Port discretion--[crosstalk]

**Travis:** The mortgage agreement now has if he sold the boat and he has three months left on it, that new owner will not get those three months. They have to sign a brand new mortgage agreement with us, but they will have priority to that slip. It means that the boat is stamped. Our main goal is to get boats that have been here. We're not trying to kick them out.

We just want to make sure that the new owner isn't under the pretense that that mortgage slip comes with that boat. Because we need to go to our slip and make sure we have a new mortgage agreement with.

**Roy:** Okay.

**AI:** Thank you.

**Roy:** I hesitate to bring this up now, but I will, it's not that severe. My concern is there are slips I know that are vacant that are currently rented. It's just not a boat, right? Is that a common practice to have people rent a slip and leave it vacant for years at a time? What's the advantage to the port for doing that other than the income that's generated?

**Travis:** It makes it very hard for us to juggle boats around, when people pay for a year's worth of mortgage and they decide not to keep their boat in there. Our ordinance is to say, "There's no subleasing your space. You can't park another boat there." It makes it extremely tough for us to accept new boats when boats are out there. That's our rule, that when you buy a slip, you do not necessarily have to have a boat in.

The port also has the ability to move vessels around that best serve our port. If there's somebody in HRJ dock by the Coast Guard that decides they don't want to be there all the time, and I have another slip that's their size that's available, we do utilize our ability to move boats that way. Relocate slips. Talk to the owners, say, "Hey, I know your boat's not in here." I make lots of phone calls and say, "I'm going to move your slip to here since your boat's not in here."

It opens the slip up. A lot of the times people are willing to make that movement. Sometimes it forces your hand. You have to make that up.

**Roy:** The reason I asked that question is we have a waiting list. I'm trying to figure out how people crack that. If people are going to rent a slip in perpetuity and not use it, how do you ever get new people in? How do you resolve this waiting list issue unless somebody says, "Okay. I'm out of here. I'm done."

**Travis:** That does happen. We just had one of our 50 plus slips on queue dock open with that. We had boats on there, they took the boat to Newport. The BJ Thomas, it happened with them, the same thing. A lot of people that come here don't want to leave. I know people have slips here that they're paying for don't take-- We have multiple slips where people pay one year and they never put their boat in one time. There's nothing we could do about that.

When somebody else buys a boat, our practice at the port has always been we aren't going to have somebody buy a boat and then immediately is told, "You're on a 25 person waiting list. You're going to get your boat out of here." The waiting list and some of that it gets hard for us. The waiting list is a difficult thing for us to have for problems that occur when you have people on waiting lists and you have a transfer of a boat sale with the mortgage. It does sometimes tend to try and contradict itself. So far we've been able to work through it. The waiting list is a hard thing for us.

**Roy:** All right, security.

**Kathy:** Initially, Wes asked this to be on the agenda, and then there were some additional things that came up. I would suggest the Wes would still wanted to go with the agenda.

**Wes:** Yes. I asked you, actually, I don't know how long ago, to check into cameras, estimates for cameras and that type of security. You said you would look into that.

**Kathy:** You had shared some additional information and I didn't want to speak for you. One time you thought that it would be better to have cameras than security guard that we have. I don't want to speak for you.

**Wes:** Yes. You just did, but no. I think that security cameras other than a vehicle driving around how many times a night, couple of times. All I know is when people are breaking in and stealing and they see headlights coming down the road, they don't know if it's a state trooper, they don't know if it's Brookings PD, they don't know if it's- they know it's not a sheriff.

The lights, they ducked down, the lights go by, and people popped back up and they rip off. We have had quite a problem since I've been here, and before I had been here, with theft. Apparently, the car driving by is not deterring the theft.



We've had cameras mounted in the past according to Portland police that were accessible. When people are going to steal, and they can access those cameras, they'll walk up from behind it, rip the camera off. Yes, we have my policeman right here. I think properly placed cameras are a huge deterrent at so much so that most communities are even putting them now.

I am not into cameras, let's just put it that way. If we could get away with getting rid of every computer and every camera in the world, I'd be happy with it. I'd jump up and down for joy and throw my cellphone in the ocean. Yes, I just don't care for them, but the fact has arisen that we are being ripped off regularly. People that are renting moorages do not feel safe.

If we're spending so much money a month to have someone drive by, it would be who is to investigate, just like I spoke with you, this is the same thing I told you, check into how much cameras would cost and possibly install them properly as to deter criminal activity. If it doesn't deter, we will catch them because we'll know who they are. This isn't Joe Blow cruising in from Idaho, ripping off the fishermen's nets. This is somebody that knows what they're doing.

They know where the cameras are, they rip the cameras down, they know exactly what's going on. That was my suggestion to bring to the board, was to look into procuring security cameras. I don't know how much we pay our security firm monthly. I have no idea how much that cost, but cost effectiveness it would be great to have all of those. I know that, I was down in Crescent city today looking at a vessel in their port, and the lady there who's been there for quite some time commented on how good their security is.

We all know that Crescent city isn't full of the most wholesome, purest people in the world, but they have people down there constantly to where she feels safe enough to leave most of her stuff down by her vessel. We need to do something.

**Kathy:** What I was not clear about, and I'm sorry that the price quote for the cameras isn't in. I had gotten it, and I don't want to talk off the top of my head. Are you suggesting cameras instead of the security or in addition?

**Wes:** I have no idea. I think we need to check into what cameras cost. First of all, again, night security driving by in his car is no different than me driving down the front line. They see headlights, they duck. Headlights go by, they pop back up. Take out their knife, cut the end of the fishing, net off, and off they go. It's that simple.

**Kathy:** That's not the only thing that night security does.

**Wes:** I don't know. I didn't bring that up. What I asked from you was to provide us with a cost analysis for the possibility of installing cameras as a way to deter crime.

**Kathy:** How many cameras, Wes?

**Wes:** I asked you to investigate. I don't know. I'm not the port manager.

**Roy:** It's not an easy question to answer because when you start getting into the remote sensing cameras, you not only need to deal with cameras, you need to deal with the duration of the tape. How often do they refit? How are you going to store that stuff? How's it going to be accessible? The most the cameras going to give you is an after the fact documentation of what you can see if it's a person. You start getting into digital counters that loop more than 24 hours, you're starting to talk more expense. I mean, so much [crosstalk].

**Wes:** I had it on my house down south for- I forgot what I paid for it, but it recorded for two weeks straight. It came with multiple cameras with night sensors and the whole gig. It's not that expensive at all. If you would like me to check into it, I will. I didn't believe that would be my duty as a--[crosstalk]

**Kathy:** [crosstalk] one commissioner in order to go in [unintelligible 00:57:20] . I need to have the board make that action. I am not directed by one commissioner, I'm directed by the full board.

**Travis:** If we're going to be talking cameras and figuring prices, since we're talking about it, I'd like to talk about where at the entire port. If there's places where in particularly looking at, because distances and types of cameras, for our port, you're going to look at different ones. In my experiences with cameras that we've had here, I've never caught one person off a camera. I just never have. We've never had cameras that's in the dark. You can't see their face. Yes, you're going to see what happens. Deterrence, yes. A camera is a deterrent.

I just wanted to bring this up for is that if we're going to go down the camera road, I would like us to take 10 minutes and go over where we're looking at wanting these things. If we're going to go through this, I don't want to just be looking at cameras and be talking about this for a long time. I want to talk about it and get it narrowed down so I know what I'm looking for, so we can give you guys the best possible answers.

**Wes:** Do we have an area of-- Is it over by Roy's? [crosstalk]

**Travis:** We can talk more-- Yes, I believe we want to look at our basins more, our entries to our gates. We want to look at parking lots. Are we concerned about our gear storage? RV park use? The kite field area? We need to narrow down what we're looking at. It's a lot of ground to cover with cameras, and that a lot of factors that's going to come into wireless ones and things, again, it's going to be cost- and where I can put the receivers and everything. We have a major problem down there with trying to get signals to different things.

With all this, if we're going to talk about cameras, I'd like to talk about what more-what areas of the park we're looking at.

**Roy:** Where is the documents problem? Do we have a list of places that have been robbed or burglarized or broken into?

**Travis:** I have a very small list. I know not too long ago we had a break-in at Roy Davis's shop, our shop, and that whole entire shop area did get broken into. As far as we found, nothing was stolen.

**Wes:** It's a pretty small area, though, that we're really looking encroached, it's not Zolas. It's not where there's high traffic, high visibility, lights everywhere. This is a pretty small area from what I understand, that's being taken advantage of. [crosstalk] Yes.

**Travis:** I hear a lot of the things the that you guys are talking about. The customer feedbacks, the public feedback, that again is very, very bound. When it comes time to somebody filing a complaint form, coming to the port office, and saying, "This was stolen off my boat," and getting them back in in a reasonable time. Somebody came and said, "I had a fishing pole stolen off my boat a month ago."

**Wes:** I'm more concerned about them hacking apart \$10,000 worth of netting or something. [crosstalk] They're pretty blatant.

**Travis:** An option for us to look at, security options, our gear storage areas is in the darkest part of our port. Lights are a big deterrent. Lights would be a great thing to possibly look into over there, too. I don't want to sit here and feed you guys, but if we're going to talk cameras, I'd like to talk where you guys are looking at pointing them so I can get you guys the best answers.

**Wes:** Or other options, like you just said, lights. I mean something that is going to make a difference other than just a set of headlights driving down the road.

**Kathy:** I need to add to what you're saying, Wes. Thomas and I, from night security, we have a lot of conversation. You might not be aware before you guys volunteered to be commissioners, we had a boat sink, night security was there. We had the coast guard vessel capsize, night security was there. We had the gang with the kite field that ended up on the utility, night security was first responder on that. We had Thelma and Louise who drove off of the coast guard station. You all remember that?

**Travis:** Yes.

**Roy:** I don't remember Thelma and Louise. [crosstalk]

[laughter]

**Kathy:** That wasn't their [unintelligible 01:02:25] Thelma and Louise [crosstalk].

**Wes:** Okay. I didn't know that you were so impressed with their response, but I definitely--[crosstalk]

**Kathy:** Right after that, and this was put on in February, we had the person that decided to move a pickup over by the hallmark dock, and night security was there. So that everybody knows, night security is involved not just in driving by, that they lock the bathrooms, they unlock the bathrooms. They are there for the gate at the RV park. They're not just headlights driving by. I needed to add that to the rest of what you're saying.

**Wes:** Okay. I will check them. I have some other stuff then to bring to this that we'll put on the next agenda in regards to some new information, and that might help us along our path of what we're trying to accomplish.

**Roy:** I'd like to solve a problem, and I don't want a lot money to solve it. He's talking about something that doesn't even exist. I agree. If there are security issues that can be resolved by improving lighting, that [unintelligible 01:03:44] port will like that. You may get some complaints from neighbors, I don't know.

But if we've got a problem, let's solve it, but let's not try and solve the problem we don't have. It's an expensive undertaking to buy and maintain stuff.

**Travis:** I get calls all night long from any problems, anything that happened. Just so it's out there, my phone calls have not gone up or diminished any more than what they've been over the last five years. I know there's been a lot of different talk with the Port ruling on the homeless things, and there's been lots of things. So far, to date, we have not experienced an influx in problems around our port as a whole. There's problems.

There's got to be problems down there. That's just the facts of it. But I have not seen an increase in problems.

**Roy:** I think at the last meeting we had a-- I'll call it a complaint, but a statement made by one of the commercial fishermen about the use of the showers at the commercial boat base. Then we also had the discussion about the actual incident with the guy that was robbing a boat. If we're going to talk about this, I'd like to do it in a more comprehensive manner and talk about--

We had some discussion about putting either a bunch of key lock on the doors to the shower or a card lock or something like that, which I think probably makes sense. We have that issue. We've got this estimate here about--

**Kathy:** The gates?

**Roy:** -putting up gates at 8,000 per for the ramp access or boat dock access. We probably ought to look at this in a comprehensive fashion and figure out what makes sense to do, what we can do and what we should try and do, because I'm all about security. I think that's a great idea, but I don't want to spend \$35,000 to solve a problem that doesn't exist either.

**Wes:** Right. And the thing with night security that you said is always being there. Thomas is part of this fire department, whereas the fire department pager, and the majority of time response in his car instead of coming to the fire department, getting on fire apparatus and responding. A lot of times you say night security is there. If it was a normal security company that the number wasn't on the fire department, and-- [crosstalk]

**Kathy:** We're paying for-- So now I believe it's two hours a night?[crosstalk]

**Night Security Man:** I can come up here and explain everything to-[crosstalk]

**Wes:** Wait up, we don't need that right now.[crosstalk]

**Travis:** Honestly, right now that's necessary. I have a slight suggestion regarding security. Let's set out the times where maybe we can do a special meeting regarding security, so we have opportunities to maybe get feedback from you guys, some possible security ideas. We can put together some options to look at and then present it to you guys.

**Roy:** I would suggest, are you from night security?

**Night Security Man:** Yes.

**Roy:** Okay. I would suggest when we do that, we have night security come, give us their documentation on what they've observed out here. I think that's a great idea because we're not going to solve it tonight. I don't have the energy for it, to be honest with you. [chuckles] Okay.

**Travis:** We'll set up something and then we'll try and make this special meeting. We'll talk about it when we get a special meeting from regarding security at some point here in the near future.

**Roy:** That's a good suggestion. Ken?

**Ken:** Travis, I have a question.

**Travis:** Yes, sir.

**Ken:** I just came back from visiting the ports in Monterey, [unintelligible 01:07:37] Bay, and Fort Bragg. They've all got security gates that they use. We do not, to my knowledge, use the ones we have over in the recreational area. Is that correct? Why?

**Travis:** Because of the influx in keys, trying to get keys to moorage people on the weekends. We had F, G and H dock almost full over the last weekend. Due to our staffing, I mean, the people that come in, one slips, accessing, people that lose keys. Getting even a combination can be extremely difficult for weekend users and trying to make the contact with [crosstalk].

File name: October 16 2018 RM Audio Part 2.WMA

76

**Roy:** Do we have electricity at each one of those gates?

**Travis:** I believe we do.

**Roy:** Because a card lock, like a motel key, would be very simple, and I don't know the cost, and if you want, I'll find out.

**Travis:** In here, the card lock runs into the exact same thing with the keys.

**Roy:** I'm sorry?

**Travis:** The cards, that only problem I run into is getting them to the customers that use it. The commercial basin, you don't have as much of a problem with that because a lot of those boats are always there. Our sport basin though, we have a much higher turnover and getting keys back, getting--[crosstalk]

**Roy:** That's where you can have a card drive. It's like a credit card, you don't have to get it back. When they buy a slip, the car just punched in for the year [crosstalk] . If they buy it, rent it for a day, it's authorized for a day. If they give them back, that's wonderful. If they don't, it's going to be part of the agreement. But I can check into that if you want.

Then on security, another question I have is, do we have- and night security would probably know this one also, do we have a county ordinance or a Port ordinance? I know they impound it or we impound it, put the foot on vehicles at one time. Is that through a county ordinance, or what's our legal authority to do it?

**Travis:** Putting boots on cars, that-- I don't know if we can or can't do that. That's one. As far as towing and removing vehicles, they're blocking any access to any-- If they're parked on top of the launch hack, if they're parked blocking the middle of the bathroom door, our ordinance has allow us to tow them immediately. Does that answer your question? Our ordinances do allow us to tow things immediately. [crosstalk]

**Ken:** I will book for another agenda item for next month.

**Roy:** We're going to resolve this security discussion by talking about a special meeting on the night security. We come and we'll sit down and talk about security. Employee handbook.

**Kathy:** The employee handbook. Kim and I have been working hard to come up with the revised language, the weight, and you've got the original handbook as a protect[sic], and then her corrections on the draft section. The bottom line is that currently our employees get a disability bank, and they have paid time off, it's called PTO.

If you don't mind, I'll show you so we can- leisure and you can go back in the financial statement, page two with this heading. It shows the deductions as they are  
File name: October 16 2018 RM Audio Part 2.WMA

with employees. The situation being is the Port is not bound to pay sick leave when an employee leaves the employment of the Port. But in the past, that employee has been paid because it's all lumped together in the PTO department, paid time leave, paid time off.

The recommendation that we're making to the commission was is that it'd be separated. The employees know what they have in vacation pay, and what they have in sick pay.[crosstalk]

**Travis:** And the Port's not paying out- paying out sick time. At the end of the year, we have the ability to cash out, carry over and cash out our sick time. With our sick time being in our PTO, I think you guys are also paying us out on sick time, which you should be. All of our sick times in our PTO which allows us to cash out a lot more money, in sick times not forwarded. Sick time is for carry over, and not for to be cashed out.

Separating your PTO and your sick time is generally a good idea for employees, for these of the county. But they're not very good on trying to prove in the case that somebody wants to sue, or what an employee does and say, my sick days, you have to approve, then you're giving them their sick days, because right now it only shows in this PTO. For us, you need to go to make it transparent, and our employees should not be able to cash out sick time.

**Roy:** What's your recommendation with this?

**Kathy:** The recommendation is that we adopt the new language that you find in the red book, the draft document. It's also my recommendation that go into effect November 1.

**Roy:** Okay. Motion?

**Ken:** I'll make a motion we approve [crosstalk].

**Wes:** I'll second.

**Roy:** We have a motion by Ken, and second by Wes to approve the changes in the employees handbook. No further discussion. Kathy?

**Kathy:** How about Ken?

**Ken:** Yes.

**Kathy:** Richard?

**Richard:** Yes.

**Kathy:** Wes?

**Wes:** Yes.

**Kathy:** Joe?

**Joe:** Yes.

**Kathy:** Thank you.

**Roy:** The next agenda item is manager search, that's probably not appropriate at this time. Correct?

**Joe:** Correct.

**Kathy:** That would be where a recommendation that you table?

**Roy:** Commissioners' report, Joe?

**Joe:** We got nothing. I'm not going to be [unintelligible 01:14:59] tonight.

[laughter]

**Roy:** You've been asleep for 24 hours. [unintelligible 01:15:03] Wes?

**Wes:** Nothing new.

**Roy:** Okay, that's it. I reported on my meeting with the fire department, I also tell you as a result of our- we had our second group meeting on special events last night, and we've discussed, we kind of got a pretty good understanding of the issues that we're looking at as far as parking and special events. I have gone around to talk to all the two of the port businesses about how special events affect them.

How they feel about them. Pretty much universally, everybody I've talked to says, "We like special events. It's good for us." There's issues with employee parking that we're going have to resolve. There are issues with vendor parking. We're probably going to have to resolve, and we may have to do that. I'm just guessing right now, but we may have the set out aside some place the parking area for employees to be able to park.

The issue is after about 10 in the morning if they have shift people coming in to work, it's logging stones, for example, some of those people ended up parking clear down with the green building and running to get to work. These are not answer to my own problem, but the general attitude of the people out the Port is the special events are good for them. Really good for them.

I will continue on with that group and get some resolutions, and then we're going to look at the application, to change the application, to put in the section for I'll have to permit or Port planning permits for harbor sanitation. Any special event permits that involved loading, we're going to have a check box on there for the sheriff department



and or the coast guard, things like that to remind them. That's where we stand right now with that.

**Ken:** I would like to discuss the change of the format for our agendas. Discussed it before that. I think it's extremely rude to all of you to come in, redo the pledge of allegiance, and then immediately go to into objective of meeting, which is going to last anywhere from a half hour to an hour. Originally, what I was told, we had to do that because we have an attorney that was only available by phone. That's when he was available. It's not the case now.

What I would like to see is if the heading for this meeting it would say, Tuesday, October 16th, Executive Meeting, six o'clock, public meeting, seven o'clock, or whatever we'd think. That way you know you don't need to come until that time. Also, the other item would be frequently we discussed, and I can tell you the 44 was one of them. The green building has been discussed.

There's a whole bunch of things. They get listed as new business. They get discussed, and we never see them again. We do not know what resolution to whatever we discussed is. If it is in new business, it should be shown, and old business at the next meeting, just so we have some sort of closure on the item. That's the end of it.

**Roy:** Okay.

**Kathy:** Do you want to take any action on Ken's recommendation about changing up with one matter in the minutes?

**Roy:** You want a motion? Or just a correction?

**Joe:** I'd say a correction is probably--[crosstalk]

**Roy:** My direction that I would give you is that when we set the executive sessions for five o'clock.

**Ken:** I can't be here at five o'clock. Already discussed that. Sorry, Richard.

**Roy:** 5:30? Did she give you a time?

**Ken:** Yes.

**Roy:** Six?

**Ken:** Yes.

**Roy:** Okay.

**Roy:** She has a meeting at four o'clock that last till five. By the time she gets down, I'll--

**Roy:** We set the executive at six, and the public meeting at seven.

**Kathy:** Okay.[crosstalk]

**Ken:** If we're going to have an executive session, but it's clearly marked at the top of the agenda. That's what I'm saying.

**Kathy:** One more clarification [unintelligible 01:20:01] is that for the regular meeting, or is that also going to be for special meetings, several agenda items?

**Ken:** I would say both. If we're going to go into an executive session, the public should know that they're going to be kicked out basically during a certain time frame. I understand all of our executive sessions don't last the exact same amount of time, but if we put a reasonable time frame in there, it'll put pressure on us to get our business done.

**Kathy:** Right, but I don't think I understood if you want the same format for special meetings?

**Ken:** If we're going to have an executive session in that meeting, which we normally do, so yes.

**Roy:** Here's the bottom line. I think we'd like to give the public time for their meeting, it says, "At this time we're opening the meeting to the public." Just be aware that we're going to meet an executive session prior to that, and so at seven o'clock or six o'clock or whatever time, let's say seven o'clock, that will open the public meeting. They could be certain when they get here, the door is going to be open and we're going to be ready for business.

**Wes:** Or we can do the public session first, unless we have a reason why we can't do the executive sessions. [crosstalk]

**Roy:** Part of the reason that we are trying to flip the attorney up front is because if we don't, we're going to pay her to be ready to come into session whenever we're at that point.

**Travis:** Another reason you guys have an executive session first is in case there's action that needs to be taken on after. It allows you guys in the meeting to be able to take action on some things.

**Roy:** Our intent would be to make sure that when we do the agenda that we give the public time for their meeting.

**Kathy:** Right, okay.

**Roy:** Okay, that's it?

**Ken:** That's it from me.

**Roy:** Any non-agenda related public comments? I don't have any cards here.

**Wes:** Yes, you do.

**Roy:** Oh, George is back. Welcome, George. This is George Morrison, and he has a comment on docks.

**George:** I wanted the slip- whatever you want to call it. It was the most disgusting place in my entire life. My friend come down from Newport. Their slips are nice and clean, and what have you. He said, "George, you've just got over cancer. You have to have gloves on, and all that kind of crap, and you're going to be doing this?" He said, "Let's get our money back." I was told I cannot get my money back. It is the most disgusting slips down there, and if ocean comes in, they will shut this port down.

**Roy:** What is the issue?

**George:** Bird shit. Excuse my language, bird dung all over. You can lay a rope down there, everything, it's stalling. Go down there and walk. Why from April 15th to October 15th can't you hire somebody to hose the docks off at least on Fridays and clean them up a little bit? Them docks have not been hosed up this year that I know of, have they?

**Travis:** No sir.

**George:** Again, how deep is it?

**Travis:** Not allowed to do that. You have to be extremely cautious about what you're washing back into the water.

**George:** Well, what will happens if a kid gets down there and get sick? How cautious are you going to be then? He did not want me, and his wife's got cancer too. He's a drug user at home, you got to take your shoes off and your clothes off, that's how dirty it is. Am I not right?

**Travis:** There is bird poop out there, there's a lot of birds.

**George:** Well, somebody else? Some slips are nice and clean where the people is, they wash it off. If you wash it off once a week, what's the difference?

**Travis:** It's due to traffic on the docks. Which slip did you rent?

**George:** 28, I don't know, what it is.[crosstalk]

**Travis:** [crosstalk] long place, kind of a long tramp over there.

**George:** No, but the last one over before--[crosstalk]

**Travis:** What ends up happening is this seagull [unintelligible 01:24:42] congregating at the end of our docks where there's--[crosstalk]

**George:** When I was out the waves and I had to walk through it, the whole thing. I would never, ever rent another slip in this dock. I would have taken my money back if I get it back. It is horrible.

**Roy:** The issue is the [unintelligible 01:25:03]

**Travis:** It's that manpower time.

**George:** If you would have hired a contractor or whatever to wash it once a week or once every other week on a Friday, then you might have more people renting slips. Right now, would you rent a slip where you have to wash your hand? You can't even wash your hands. [crosstalk] I'm sorry I'm getting emotional. My friends, up in Newport, it's beautiful. I've been on their slip. You know who I'm talking about. I'll take you up there. Next time I see you, I'll take you up there.

**Roy:** I've been there, I've looked at both.

**George:** I'm sorry.

**Roy:** It's okay, it's all right.

**Ken:** Travis, do we make use of any of the sheriff department's inmates that are available for community service?

**Travis:** No, we don't.

**Ken:** Could we look into that? I don't know what their requirements are if we have to provide transportation, but that would be a potential nice source of somebody to wash the docks.

**Wes:** This is just a question. I heard that we supplied that building to them rent-free, is that correct or is that misinformation on my part?

**Travis:** That is true.

**Ken:** The sheriff's department?

**Wes:** Yes, so maybe we might be able to work something out where we--[crosstalk]

**Ken:** Do they have inmates in there too? I don't think--[crosstalk]

**Travis:** The closest [unintelligible 01:26:43] that I know of is the one that Bend uses. I'm not even exactly sure where it's at, but Bend uses it. That's how Bend makes their port go around down there. It takes for one of their guys, they go pick him up, they bring him back. They have one guy that watches them, and it's about a

12 hour day for them to be able to go pick them up, bring them to the port, have them work, and return them.

I'm not sure of any places in and around here that has prison crews that would work for us, I don't know. I can look into it and see.

**George:** [unintelligible 01:27:22] his father would stop at the jail and bring down a man or a woman and he would clean everything up, paint and everything.

**Roy:** Part of the issue is that I'm pretty convinced Curry County doesn't have enough [unintelligible 01:27:37] people to run our inmates. That's a pretty big undertaking. You've got to have your transportation, you've got to have a guy to check them out, take them out, put them back. We've only got six road deputies on the road, I'm not sure that's the solution.

**Ken:** There's a lot of people that are assigned on community service as part of their sentencing.

**Travis:** We have done the community service before. Problems that we've run into is trying to sue [unintelligible 01:28:03] finding tasks that they can do that they're not going to fire back and say, "We're going to sue for getting bit by a spider or tripping over a pine cone. My arms are sore."

**Wes:** Cleaning up feces. [crosstalk]

**Travis:** We got there and we did it for a while. It's nothing that we can't go back to. I feel that the Port could possibly open themselves up into a problem in their own case having people down in it, as far as community service.

**Wes:** We do have an issue with the docks. I've driven by and seen them myself.

**George:** One other thing, Travis. When we started coming on Saturday night, the slip beside us had been empty, all of a sudden someone in there, and the wind was really bad. We started to turn in, and then we went. I put it in another slip with somebody that I know wasn't there. I tried to contact. I went down to the port, I called the number, it rang, and it says, "We don't have voicemail hooked up for it."

I couldn't get hold of anybody because the people, I don't know if they rented it or not, it seemed weird the slip that was next to me, and I tried to park it to the port. I could not get anybody, the port to respond anywhere, so I parked it. I knew the boat would be there till morning because I know it was a rented slip, I know the people, and I wanted to notify you, I did. I wanted to notify you that these people looked a little weird. I don't know.

**Travis:** Over the weekend, I got 15 phone calls all due to one person parking in the wrong spot. That of course, was a very bad domino effect because we only had two available slips left over there. One person parked in the wrong slip, and that

changed the entire game. Everybody that came back in after that have to park somewhere different. [crosstalk] I'm sure you did. I understand the options. From my side of it, it was a big angle that I wasn't about to go, and I didn't expect quite a bit of time down there trying to just help people with their slips. In the case when we're that busy, I do apologize, it's just extremely difficult for us.

**George:** Does it look weird, these persons and may have had it run out? They look weird. They didn't want to look at us or whatever, and I just backed out, and I wasn't bringing that second boat. I know where the slip we can get into. I know they're not going to be there. I will tell the Port that I did it, and I couldn't tell the Port.

**Roy:** Thanks, George.

**George:** Sorry if I got emotional.

**Roy:** That's all right.

**Kathy:** That's okay, George.

**Roy:** Okay. That covers the agenda, so I am going to adjourn the meeting at 8:21. Thank you for your patience.

[background noise]

[01:32:46] [END OF AUDIO]

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**PORT OF BROOKINGS HARBOR  
Board of Commissioners  
Special Meeting Agenda**

Former Port Office  
16340 Lower Harbor Rd, Suite 103  
Harbor OR 97415

**Tuesday, October 23, 2018 • 3:00 pm**

Commissioners present: Position 1 Secretary Joe Speir, Position 2 Wesley Ferraccioli, Position 3 Chairman Roy Davis, Position 4 Vice Chairman Richard Heap, and Position 5 Secretary/Treasurer Kenneth Range. Also, present were, Kathy Lindley Hall Interim Manager, Travis Webster Harbormaster, participating staff members and members of the public.

**1. Call to Order, Pledge of Allegiance, and Roll Call:**

*Davis* called the meeting to order at 3:00 pm. Board and audience stated the pledge of allegiance.

**2. Approval of Agenda:**

*Davis* asked the board to move agenda related public comments to number four, old business to number three, and allow Skylar Windham 15 minutes on new business item A, homeless situation becomes item B. *Heap* moved to approve the agenda as amended. Second by *Ferraccioli*. Motion passed 5-0.

**3. Old Business:**

a. Dock Pile Replacement Bids – Award Bid:

*Range* made a motion to award the Dock Pile Replacement bid to Berguson Construction for \$679,453.00. Second by *Heap*. Motion passed 5-0.

**4. Agenda Related Public Comments:**

There were multiple public comments about the homeless situation. Moorage holders that felt unsafe, Port tenants that have started to suffer financially and are scared to open and close their business, believe that the Port shouldn't designate a spot for the homeless, some recommended to find a place for them outside of town. *Davis* allowed anyone else

86

who wanted to comment on this topic to do so. A few more patrons and tenants commented, agreeing with previous comments, some recommend having more events at the boardwalk.

*Davis* commented that at this present time the Port's hands are tied, and our lawyer is telling us to stand down until we have something. Thomas with Knight Security let the public know that the homeless situation is bad through out town, its not just down here. *Heap* agreed with the public's frustration regarding this item and reassured them that the Port will be doing our best to resolve this issue, but we have to take the advice of our attorney and special districts attorney. *Ferraccioli* and *Speir* thanked everyone for taking the time and helping the port take care of this issue.

## 5. New Business:

### a. Skylar Windham:

*Windham* gave a presentation for the board and public regarding the homeless situation. *Windham* went over; a brief overview, where does this port get its authority? Talked about the homelessness, the design of port government, how it works, and issue of enforcement. See's the port as a machine and went over if the machine is working properly and asked Interim Port Manager *Lindley Hall* to resign.

### b. Address Homeless Situation:

The board informed the public that we're not saying we're not going to do anything, but we're going to do it very deliberately, very carefully, and with the advice of our legal counsel because that is our duty to you. It's going to be little bit of a heavy lift, and you're going to have to be patient with us to let us try and work through this in your best interest and in the best interest of the port. *Lindley Hall* gave the story of how the tent got relocated.

*Davis* asked the board and staff if there was anything else to discuss? *Heap* discussed that the South Coast Fishermen are trying to get a grant together to get a concrete pad by the fish cleaning station, and will be working with the port to put that in.

*Webster* asked the board for a decision on the RV park bathroom. *Heap* made a motion that the Commission direct staff to close the bathroom, adjected to the beach, putting k-rail security for the winter, dig up the line, cap it, and also permanently cap the RV dump ASAP, and then continue with your effort to meet the engineer and get some plans ready. Second by *Range*. Motion passed 5-0.

## 6. Non - Agenda Related Public Comments:



No non-agenda related public comments

**7. Adjournment:**

*Davis* adjourned the meeting at 5:06 pm.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date Signed

*An audio recording and transcript was made of these proceedings. The recording and the full commission agenda is available on the Ports website: [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) and the transcript is available only by request at the Port Office.*

**\*PLEASE NOTE THESE TRANSCRIPTS HAVE NOT BEEN ALTERED OR CHANGED BY THE PORT OF BROOKINGS HARBOR\***

**Roy Davis:** I want to thank everybody for coming. I want to ask you if you'll please try and hurl all your cellphone devices to either vibrated, or off, or silent mode. I also would like to ask, tonight, there's a lot of people here, there is an item on the agenda that I'm sure has drawn a lot of you here tonight. I please ask you to be courteous of who's talking, less floor at a time, and we will all get a chance to talk and say our piece tonight. I will not leave this room until everybody is satisfied. Okay? Can we do the pledge of allegiance?

**All Participants:** I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

**Roy:** Can we get a roll call, Danielle?

**Danielle Shepard:** Ken Range.

**Ken Range:** Here.

**Danielle:** Richard Heap.

**Richard Heap:** Here.

**Danielle:** Roy Davis.

**Roy:** Here.

**Danielle:** Wesley Ferraccioli.

**Wesley Ferraccioli:** Here.

**Danielle:** Joe Speir.

**Joe Speir:** Here.

**Danielle:** Travis Webster.

**Travis Webster:** Here.

**Danielle:** Kathy Lindley Hall.

**Kathy Lindley Hall:** Here.

**Roy:** We're going to change the agenda around, just a little bit tonight to maybe speed things up. Is anyone here tonight here to speak about the piling project for the award of the bid to a chosen contractor that we may choose tonight?

**Participant 1:** I couldn't hear you.

**Roy:** Where are you at?

**Participant 1:** In the way back.

**Roy:** Is anybody here to speak about the piling project? The award of the bid to the contractor for the piling project. No. Okay. I'm going to ask the Board for a couple of things. I'm going to ask that we remove the agenda-related public comments to number four. I'm going to ask the Board if they will approve O business, become in number three. I'm going to ask the Board if they will approve new business, the homeless situation become in A, and allowing Skylar Windham 15 minutes on new business, become in item A.

**Bill:** B? Skylar is A or B?

**Roy:** A.

**Bill:** We have homeless as A.

**Roy:** Pardon me?

**Bill:** We have homeless as A.

**Roy:** Homeless will go to B.

**Bill:** Okay.

**Roy:** Skylar has a presentation to make. He's got to coincide with me.

**Bill:** Okay.

**Roy:** You have it Bill?

**Bill:** Yes, I got it.

**Roy:** Is there any discussion from the Board? We will go-

**Kathy:** Wait. Shouldn't there be a motion to [crosstalk]

**Participant 3:** I move we approve the amended agenda.

**Roy:** Can I get a second?

**Participant 4:** I'll second it.

**Roy:** Danielle, roll call.

**Danielle:** Ken.

File name: October 23 2018 SM Audio.WMA

**Ken:** Yes.

**Danielle:** Richard.

**Richard:** Yes.

**Danielle:** Roy.

**Roy:** Yes.

**Danielle:** West.

**Wesley:** Yes.

**Danielle:** Joe.

**Joe:** Yes.

**Roy:** We going to go now, which will become number 3.pile replacement bids. Award the bid if we so choose tonight. We're going to open up the bid and we're going to--

**Kathy:** You opened the bid already. You're going to award it this time based on the information that engineer Jack Akon made available to you.

**Roy:** Do we have any discussion from the Board?

**Participant 2:** No.

**Participant 3:** Nope. Let's move to the motion of the homeless.

**Roy:** Okay. Ken, do you have any discussion on the recommended contractor?

**Ken:** No.

**Roy:** Okay. Can we make a motion to award the bid? Ken, would you like to make that motion?

**Ken:** I'll make a motion. We approve the Bergerson Construction bid of \$679,453.

**Roy:** Danielle, roll call.

**Danielle:** Ken.

**Ken:** Yes.

**Danielle:** Richard.

**Richard:** Yes.

File name: October 23 2018 SM Audio.WMA

**Danielle:** Roy.

**Roy:** Yes.

**Danielle:** West.

**Wesley:** Yes.

**Danielle:** Joe.

**Joe:** Yes.

**Roy:** We're going to go onto agenda-related comments now. I will take them in order. We're not in order, the pile had been stacked in-front of me. Is everybody hearing me in the back? I'm not used to having that many people back there.

**Participant 1:** Can you talk up a little bit more, Roy?

**Roy:** Pardon me?

**Participant 1:** Talk up a little bit more.

**Roy:** A little more?

**Participant 1:** More span.

**Roy:** Okay. I'll get it out there for you. William Manny. His topic is the homeless. William, are you here?

**William Manny:** I'm here.

**Roy:** Okay.

**William:** As a 15-year, I'm not an employee but I've worked with the Board, I have been in part of this Board for 15 years, I can't believe that we're going to allow people to camp on port property. We have a RV park that's supposed to make profits from this. Are we going to let them do it for free? Are you going to refund every penny I've ever paid to this port for years of storage? Suppose that we paddle our property and anybody can do anything they want, why do I have to pay this for my gear and do business at this port, and they don't?

**Roy:** Let me first start, there's been no decision made by the Board in no manner, shape or form.

**William:** I do have one thing, and I don't have all the facts on this, but I was told by somebody that-- Reason we trust, that the police were basically told to stay out of it.

**Roy:** That is not correct.

**William:** I wanted to ask that.

**Roy:** The sheriff's department has merely made it clear, that since the Ninth Circuit Court of Appeals made their decision, some two months ago, that some of the port's ordinances may be unconstitutional and they are not going to enforce anything that is unconstitutional. That is straight from the sheriff's office.

**William:** That's good. I was hoping you'll have a--

**Roy:** There's been no decision to make any spot available. At this point, there has been no decision by the staff, the management, or the Board, on any means of the problems that has occurred. I use the word "problem" loosely, because they don't really know what the problem is yet. We will let everybody speak tonight, we'll see what we come up with.

**William:** As a person who has two boats down there, I can't be on those boats 24/7.

**Roy:** Correct.

**William:** It's disheartening to know that there's people-- I'm sorry, there's going to be people that doesn't like the statement. These aren't people that have jobs and are trustworthy and that you want to hang out at the port. They're not businessmen, they're not bringing money into our port, they're not doing anything to make our port a better place. Thank you.

**Roy:** Thank you Manny. Roy Hendrick. Homeless issue. Hello, Roy.

**Roy Hendrick:** I've been a resident here in Brookings for over 40 years, and we've been coming here since 1962. My family is third generation timberland owners. I really don't think the port needs to do anything to encourage any more presence than there already is with the homeless people up here. Like you just said, negative impact on tourism, loss of business patrons, and just totally negative financial impact. Also, I think it's more of a issue for the county commissioners-

**All Participants:** Sure.

**Roy:** -and for City Councils to take up, and for this money-making energy, theoretically runs in the block occasionally. I think that they stay in Brookings, they got those beautiful neon lights up here in Ball Park, security lights, they can camp them out there on the softball field, or whatever. Keep away from port. My seven-year old granddaughter lives with me and my wife, and she has three things she likes to do in Brookings. That's, come to the port, feed the birds, watch the boats, and go to the library. Now, you got all those people hanging around the library, she doesn't like to go there anymore, because she calls them "creepy people".

That's my case and point. I think the port should just continue it's-- Usually, I don't want to point down \$47 for an RV spot, they were \$27 for summer time tent site,

then there's other people camping for free. You don't know what's going to get booze with.

**Roy:** Okay, Roy. Thank you.

**Roy Hendrick:** Thank you.

**Roy:** Rayanne Wrick.

**Rayanne Wrick:** Yes.

**Roy:** I have my glasses there, Rayanne.

**Rayanne:** You want me upfront?

**Participant 2:** Sure.

**Roy:** Yes. We got to get you on the tape recorder.

**Rayanne:** We've been here for probably, approximately for 25 years. I've had more in share port, a majority of that not all of it, but when I first got here and tried to get a slip, I was told there was no slip there was a waiting line and I thought okay. That day went back to Brookings Park, was talking to some friends, Jack and Dori Rowe. Dori got up, ran over, stepped at the port, along the hall I got a slip, right there and then. I had to put Jack's name on my boat so I could keep it in the slip.

Later that day I went down and this is when Chris was your heart and master and was talking to him said, "Boy I'd sure like to get a dark box and I was just told by the girls in the office that was not available we have to go on that waiting list again." I thought okay and he goes what? He goes no, we have plenty of boxes. I had a box that day so I went back up to the port and just paid my bill, and this is something I ran into before, I've got several people that have come down at the docks, they slip across a unit that has been empty for some time which was a boat or a slip that I had my boat in and they were told that it would be years before they can get a slip.

I got a feeling it's a friendship deal, listen to my opinion, before you can get a slip in Brookings Harbor. If you don't know the person or somebody in the office you're not getting a slip, so you're starting to notice that pattern, it happened to me and now it's happened to other people. I was one of the people that were accosted by the homeless on the board got lock, we called my security and Zoe said they called the officer and I was personally accosted by with her, her name was Gina and so that was my input and the officer when he did get there said, "I can't do anything, the port told me to stand down."

**Roy:** That is not true.

**Rayanne:** No, I'm telling you what I heard with my own ears and that's what he told me.

File name: October 23 2018 SM Audio.WMA

**Roy:** Right, that is not true Rayanne.

**Rayanne:** Well that's what he said unless you're saying the officers aren't telling the truth.

**Ken:** Well a problem after our conversation and I called the sheriff today and talked to him personally and I asked him the question, so what happens what's your action going to be when someone steps out of those tents and yells at somebody and he said, "My action is going to be to remind you and everybody else whether you like it or not, they have a First Amendment right to do that." Unless it becomes physical or they create a further public disturbance, we are not going to take action, that's his quote. I'm not going to put any interpretation of that. [crosstalk]

**Rayanne:** She was coming toward us and Zoe's was inside the building when he heard her yelling from Zoe's from where she was camped out and she followed us down the boardwalk and called me everything in the book. We didn't do anything and I didn't call, Zoe's did so it wasn't me, it was that I was on the boardwalk minding my own business and this is what happened. Then the second occurrence was physically watching a man urinating at the memorial and again Cathy protected him and the officer did nothing. I don't know what else to say but those aren't hear, say, those are things that I witnessed and I would go to court to validate.

**Ken:** I just wanted to share that conversation with you because that was pretty much when I heard that and so I asked him so what then do we conclude, what protections do our customers have down here at the port. I can't speak any louder, that's all the volume I have, he said, "Well we're going to work with you and do the best that we can to resolve the situation, but if it is merely yelling at someone probably not going to be any action taken.

**Rayanne:** I could say I didn't call him he was called because she was challenging somebody on the port.

**Roy:** Thank you, Rayanne. Thomas Arkonda?

**Thomas Arkonda:** Fairly new to the areas I just wanted to bring a little bit of experience that we had in Redding area with the homeless. They literally turned our downtown into a disaster. It's a complete disaster, beautiful library it's unusable and because of the homeless. There's a place called the Mission for instance, tremendous amount of homeless go there because they know of it, they expel them from there in the morning. My concern is if I heard possibly that they might buy a building in this area and try to house homeless people and it makes me cringe when I see what's happening our past town and now that we're moving here on a full-time basis it's really concerning.

I know we have a really bad problem with homeless in our area in Wallam, like we have here, with people coming in, stealing breaking into cars, houses being broken into, people going through the barter beach? [laughs] Which would be nice if we



could stop it. We do have people in our area are doing a really good job of trying to watch each other's homes, help each other with but it's very difficult when you can't get any response where there's no real ordinances to keep these people out of your residential and your area.

**Roy:** It's very frustrating.

**Thomas:** That's what I wanted to bring.

**Roy Well** I appreciate you being concerned, welcome to Brookings.

**Thomas:** Thank you.

**Roy:** We're going to have to figure out something I mean this is a new problem created by the Ninth Circuit Court and we're going to have to figure out where the ports rights are to enforce. [crosstalk]

**Thomas:** You know I understand I need a place to go, there's a lot of mentally ill, [crosstalk] a lot of drugs and things like that.

**Roy:** This is the first public meeting on this issue we're going to have many more before it's all said and done so thank you for coming.

**Thomas:** Thank you.

**Roy:** Absolutely. Misty Crawford homeless issue.

**Misty Crawford:** Hi guys?

**Roy:** How are you doing Misty?

**Misty:** This is my daughter Julie. I just really wanted you guys to see me and see her. We have a family business, we're the Belly Muscle and up until recently Julie would work in the afternoons with me and that is over. We've had to have the police escort people out, they have been threatening and these are the faces, they have to go up against that.

Some of you just talking about it is a homeless issue, it is awful but there are real people, I have rights too that this affects you want me to talk about business taking a dump? Mine has, people are afraid to be here they don't want to sit in there, they don't want to be afraid. Honestly, I'm not equipped to deal with mental illness in my shop, that's not what I do and I shouldn't have to, I mean more than anybody else.

Why is it that the port Augustine is the answer and the port is going to take on all of these issues, we shouldn't have to. I don't consider this public land, I consider that if I have to pay to rent of boardwalk so should they. I offer them as a solution can I rent the boardwalk so that it's taken? Well for 300\$ a day I'm sorry that's not cost-effective for me.

When I read the court's decision it says that you can't make them leave, they need a place to sleep. That is completely different than setting up residence outside my business doorstep. That is completely different than saying I'll take 100\$ to leave you alone. I mean that's the stuff that I'm coming up against and I just wanted you guys to see us and just to hear us.

**Ken:** [crosstalk] like statement here the port is not approving this we are- [crosstalk] we're just barely meeting the first thing I've heard about it was a few days ago. Okay, so this isn't something that we're doing.

**Roy:** Correct.

**Ken:** Okay.

**Participant 5:** I mean are you guys getting with the lawyer on yet?

**Roy:** Bill.

**Bill:** Hopefully every day.

**Roy:** I'll answer that question the answer is yes, and nobody knows nothing okay.

**Misty:** The other thing I wanted to say is since this is all started you've only heard about it a few days ago. This has been over two weeks of my life opening and closing because I'm afraid for my staff. I have spent way too much time at the sheriff's office and I've been told, "Okay, we're not doing anything about the tents." Fine they did let me know what was considered trespassing and if things escalate what I could do. I have to hope that someone's there to either answer the door or call 911 which I have since this all started.

There are records of me calling 911. I just don't want anybody to say that they don't know how bad it is, if you want to know come hang out at my shop for a little bit, call me, come see me I'll be happy to show you how bad it is.

**Roy:** Thank you, Misty.

[applause]

**Roy:** Okay, Don Griffin, homeless issue.

**Don Griffin:** I don't think I really need to expand a whole lot of what other people have been saying. You guys pretty well understand what this issue does to businesses, and what it will do to mine just the same as everybody else's around here. If you start to open up an area for them to stay at, it'll start to attract more and more of them in. Plus, if you do some research what you'll find is that if you provide outdoor space for them, that doesn't matter. You have to provide indoor shelter in order to avoid having them camp wherever they want.

Now, I don't know how many indoor places you have around here that you could open up, but I don't know of any. Whatever you do would have absolutely no effect if it's not indoor shelter. Keep that in mind as you're trying to make decisions, and do some really serious research.

It seems to me from what I'm reading, Eugene and Springfield have changed around some ordinances. It's something that maybe needs to be addressed with ordinances at the county and the city level where you change your law from having to be a misdemeanor to an infraction with a fine. If you change it to that, suddenly you have something that actually fits within the Ninth Circuit's decision.

You can find these homeless people but it's cruel and inhuman to charge them with a misdemeanor and arrest them. You can't really arrest them, you just present them with fines until you can inconvenience them out.

I don't have a whole lot else to say, except do some serious research on this because there are some cities and municipalities that are that are having some success, but most of them also have lots more homeless shelters that they can also provide, but there's also alternatives. Some of them are providing areas you could do car camping and that sort of stuff, but again, if you don't have an indoor shelter, I don't think you can go to that.

It's huge having indoor shelter and there's no way that the port can do that. I think it's really out of your guys' hands to address the situation.

**Bean:** Once you have a shelter room, they can still sleep on the public places.

**Don:** Yes, even if you had indoor shelters, as soon as they're full, perfectly legal to go anywhere else to camp. It would kill my business to have them out there even more than what I've already got. My big issues are usually dealing with either recently released people from jail or prison, and homeless people roaming around the port. I have little stuff disappear off of my property all the time. I have cameras and everything else, but there's only so much you can do. We get more of a minute, it's going to be a huge issue.

**Ken:** Thank you, Don.

**Don:** Thanks.

**Roy:** Thanks Don for coming. Okay, so we've heard from all of the public comments tonight, I'm going to give an opportunity. Is there anybody else who would like to speak on the side that has something to say? I'm going to give a couple of opportunities here because it is a community problem, so I will allow some people to speak. Ms. Bean.

**Bean:** I just wanted to follow up a little bit on what Don was saying. I was doing a little bit of research, and apparently, Portland has some ordinance that they are

getting around the Ninth Circuit. I know that they do have shelters, but they believe that their ordinances are working. I don't know what the ordinances are because I just looked into it before I came here tonight.

He was also talking about having indoor shelters, and I don't know why. I know you can't do this as a body here, but I'm thinking that perhaps our county commissioners could look into it. I don't know why we couldn't use some public property out of town and put up tents. I don't know why we have to have a building. I don't know why we couldn't put up tents and have bathrooms and do some kitchen thing where we can provide them with food, something like that. It would be probably cheaper.

I know that it's going to cost the taxpayers no matter what we do. If we don't as taxpayers spend a little money to take care of it, we're going to lose our businesses and we're going to lose our tourist revenue. One way or the other we're going to have to reach into our pockets.

**Roy:** Correct. Ms. Bean, just for your information, and Carlson correct me for saying this, tents are not considered a shelter.

**Bean:** They could still camp anywhere they want.

**Roy:** The tents are not considered a shelter.

**Bean:** Even a Grade A?

**Curt:** Has to be a building.

**Roy:** I'm going to call a court person then I'll call you, absolutely.

**Curt:** Quickly I want to share. All the interest, I think we'll put it on the County Board of Commissioners. Again, we might get some to come to our meeting. I think the county can help. I guess you mentioned research, anything you can get to us, send it to my email, that would be very helpful. I know our county council is working with the port commission attorney, and so I believe that there are some things that we can do to try and solve this problem.

**Roy:** Like what?

**Curt:** I'm anxious to help on that. Thank you for having this meeting today and including this on your agenda.

**Roy:** Absolutely Curt, thank you for showing up. Behind time Bean, could you come up quick? Could you identify yourself?

**Gloria Arcona:** Hi, I'm Gloria Arcona, also new to Brooking. I think the big word, what she said was someplace out of town, not using a gym off the harbor, but someplace out of town to provide a shelter or something out of town because they

do, they let them out during the day, 8:00 AM you got to be out, and then they're wandering on the streets. At 5:00 PM you got to be in, so then they all go in.

This is what we've learned in Redding. It's hurt our rentals, all businesses, and stuff because it's in downtown where they've found housing for them. It just ruins downtown.

**Bean:** I like what she said, out of town, someplace else. There's buildings everywhere out of town.

**Roy:** A couple more and then we're going to move on. Darla, I'm going to call on you, and then I'll call on you, and then we're going to move on. We'll get to you, Becky.

**Darla Weingarten:** I'm Darla Weingarten and I own Select Some Stones down on the port. I just want to piggyback on what my fellow retail coffee shop was talking about their customer. I've already had customers that have come in and told me that if the port doesn't do something to stop the homeless situation down here, that they will no longer be bringing their families and their children to the port. I know that we've talked about liability issues, and lawsuits, and a lot of other situations, but I really feel like if all these businesses down here take a dump, there's going to be a lot of other issues that are going to be raised as far as how we're going to be compensated for what happened because of allowing the situation to happen down here.

I think we all need to really do our due diligence in this and figure out how to find a solution, and to really dig deep and make sure that what we're being told is accurate information, that we're going to more sources than just one, and we're finding out how to make this work for our community because it's not just happening here, it's happening on the other side of the bridge.

We originally came from Redding. My parents still live there, and they're moving here to get away from the crime and to get away from what Redding has become. The businesses in Redding that were good businesses that have been there for years are closing uptown because of the homeless situation. It's out of control. I'd hate to see my parents move here to get away from that just to come into the same situation again.

**Roy:** Darla, just to rebuttal on that, just a small rebuttal in reference to the port. I don't feel that it's the port's fault that this is happening. I just want to make sure that everybody understands at the present moment the port's hands are tied, whether it be the manager, the board, and individual board members, they're only as strong as the five of us. Anyone of us as five. When we receive calls on any subject, we're only strong as a five board members. The five board members are only as strong as what research we have done by state lawyers. We have state lawyers in the capital. They can't give us any answers, they don't call. Our personal lawyer is telling us

1000

right now, stand down till we can find something. If it was up to the five people here and the staff, we would be doing something.

**Darla:** I believe that. I've talked to four of you. I haven't spoken to you but I have talked to four of you and I have felt all of your compassion.

**Roy:** Just like in the city, it's not the city council's fault. It's not the county commissioner's. We have a problem in the ninth circuit court of appeals has dealt us a card that we've got to trump it somehow. That process is starting tonight with this board and staff. I'm sure there'll be many meetings to come but I don't want it to become a personal vendetta against commissioners and especially the staff who have to work in the front office and they're taking the brunt of this because everybody is frustrated including your board, including your staff, and we have a community of a great showing tonight. We have an election coming up to the county. We have an election coming up in May for the Port Board, all five of us. There's just so much going on right now that our hands are tied.

**Darla:** You're up in a hard spot. We've got to do our due diligence and keep moving on this.

**Roy:** Correct. Absolutely. It will become priority Darla, it will become priority.

**Darla:** Thank you.

**Roy:** Okay I'm going to call on two more people. Yes ma'am, you're next and the Becky and then we're going to move on to Skylar.

**Ken:** You have one more guy over here, we'll just have him.

**Roy:** Ma'am, your name?

**Pam:** Hi my name is Pam Watsco.

**Roy:** Can somebody please turn off something? Could you?

**Pam:** I will. Pam Watsco. I have been part time for three and a half years until recently and I'm now full time here in Harvard. I'm here because a neighbor called and said that you were thinking about potentially having homeless stay at the green building, but I see from the agenda item this is much bigger than that. I applaud you for taking it on because it needs to be taken on. It's huge, it's a nationwide problem. It's not only here in this town. It goes to medium sized towns and big cities as well.

I would echo some of the business owners here because it will kill the businesses so whatever we can do by either researching what Portland does, best practices in other cities, that's the way to go to see if we can circumvent and get around all these issues and maybe somehow legally discourage the homeless from being here. I don't know quite how that's done or other cities have found a way.

**Roy:** The key word would be in legally, and the other keyword is we don't know.

**Pam:** I know, and that's what you're researching and that's what we're here to discuss as we will at the county level and any other levels that need to be because it is not going to go away. I can only tell you, I have a house in West Medford a presbyterian church with the warming shelter around the corner and I've got the addictions recovery center around the other corner, so I'm familiar with this problem. At night especially, the homeless come through and they'll go through garbage cans to try to find things like that. My friend found a needle in her front yard.

It's bad and it can get worse if they are allowed to stay here. I'm not saying I have no compassion for the homeless. I do. There's a lot of people there who are trying to make their way in the world and who are unable to do so for a variety of reasons. On the the other hand too, all of us have ourselves a public to protect as well as we're able given that the rules of the land. I think at this point if we can all get together somehow. What I was thinking just railroad street if there either is a building there or there could be built a building.

I echo the one way the effort of Ms. Bean, she was saying that at some point or maybe it was one garden, we're probably going to have to reach into our pockets, but if all of us do that and contribute, it's going to be not as painful as if we let the problem continue the way it is, then we're going to get hit with medical costs, housing costs. We're going to have people losing business and so forth. I applaud what you're doing. I'd like to become part of whatever you're doing here and try to help resolve it.

**Roy:** Thank you. Thank you for being part of the solution. Okay I'm going to call on Becky and then I'm going to call on Thomas and then we're going to move on. Skylar has a slideshow to present here, I think everybody will enjoy. Becky, your identification and let them know you're a business person.

**Becky:** I'm Becky Heiden, I have the World's Cocoon in Guest Town, right over here next to the hungry clamp. When I came here 10 years ago, I made the port my home.

**Roy:** Becky.

**Becky:** Yes?

**Roy:** Can you move forward because we need to get it on the recording. You can stand up and take side, there you go.

**Becky:** I made the port my home. I chose to put a business in here. Tuesday morning when came to work, there was vomit and urination in the cove of my business. When I come to work and I see that, it disheartens me terribly. I consider the port my home. I love this port, and I just hope that we can all come together. I

applaud the commissioners for trying so hard to alleviate this problem because my business is child oriented.

That to me means parents are not going to come across the bridge with their children. They may not bring their children to trick or treat. I adore having the community's families come down here and be part of everything else. I just hope that we all can come together and find some kind of a solution as a community, as homeowners, as everyone who loves our community like I do and try to find some kind of a solution even when the ninth has given us nothing but another problem to have to deal with. I guess that's how we'll just have to deal with that.

I just want everyone else to know that I will do my best to try to keep this port clean and healthy and open for business because I know the rest of you business owners have tremendous amount of money invested in your businesses down here and a home here.

**Roy:** Thank you Becky.

[applause]

Thomas?

**Thomas:** Yes. First of all, can I ask the commission in some of our contracting, there's some verbiage in there that we can't really discuss the contract. Can I open up about the times up or down here and all that stuff so the public can know about as far as how many hours we're down here and all that stuff or would you rather not do that?

**Participant 3:** Can I make a suggestion? Please do not.

**Thomas:** Okay. Then I will not.

**Participant 3:** Thank you.

**Thomas:** My name is Thomas Arentino. I'm the owner of South Coast Max Security. We have the contract with the port of Brookings harbor. I can tell you in the last couple of weeks not just here but all around harbor, we've been having issues with the homeless. It's a little bit different when we're on different properties because it's private property. It's a lot easier down here we're getting into issues because it's public property.

I can tell you me personally, there's a couple of faces that I've seen here that I've sat down here for a while and talked to and have watched these issues. I would see somebody shaking their head, yes. I've spent quite a bit of time down here trying to figure out what we can do. I've spent some time on the phone trying to figure out what we can do. Unfortunately right now, the ninth circuit court has ruled against some of our stuff and it makes it very difficult for us to enforce the rules. I'm telling



you if you're a business owner down here, if you are a business center down here, please get with me.

I'm more than willing to give my phone number and I'm not going to be charging the port for this. After a certain time I could let you guys know what time we're on. Just with security issues, I don't want to let that out. We're on. I will sit down here. I will have my guys sit down here at no extra charge to the port to sit down here so you guys feel safe to walk to your cars at the closing of business if it's within our time. Thank you.

**Roy:** Thank you Tom.

**Gloria:** Excuse me, can I just say one little possible suggestion?

**Roy:** One [unintelligible 00:40:22]

**Gloria:** I'm sorry because it's something that Redding did which helped because all the businesses and stuff in the downtown were, of course, being affected with urine, and feces, and garbage, and stuff. What they tried to do was to have more events because once you have more food truck, they have food truck Tuesdays and Fridays, just more events so it's just more uncomfortable for them and they leave because they can't hang out there because there's more events going on. Didn't they do that just get with to get rid of the homeless presence? More presence of more activities they have to move on. That was something that I remember Redding did. It helped.

**Roy:** I think we like events around here.

**Gloria:** Yes, I think it's awesome. I love all the stuff, and stores. That would be fun for times to come.

**Roy:** Vote for it. Yes. A boardwalk and something. Thank you Ms. Arcona. Okay, thank you, everybody, for your comments or concerns especially showing up for the meeting. You've been very civil, I appreciate that. I'm sure like I said, we'll have more meetings on the subject I assume.

**Richard:** I'm sure you know it's 80 degrees in San Diego beach.

[laughter]

We're actually very very happy about the rain.

**Roy:** Were surely going to have to work with our county and our state officials. There's no two ways about it because the state for sure is governed somewhat by the state. We have our own ordinances, we surely do, but we're not able to enforce those right now. We have to get right with our state so we don't get moral suits because what's happening, I can tell you the problem we're talking about tonight is only taking up more staff's time.

File name: October 23 2018 SM Audio.WMA

When you see nothing getting done, these things that keep arising are just eating our staff alive. Kathy on the phone with all kind of dignitaries, Travis he can't get outside the office to run his equipment, to do his job like he needs to do, he's burdened, everybody's like doubling up.

As these other issues arise, less and less they'll get done on our port. Bear with us because our hands are tied. Any other commissioners who have anything else to say?

**Richard:** Well, you know I will.

**Roy:** Glad. Richard Heap.

**Richard:** The commentary that we're going to have to pay, you're paying. You're paying right now, and you're going to pay and pay and pay. I'm obviously among four other folks and other staff that are as frustrated as anybody in this room. It's not our job to solve the homeless problem, we're a port commission, we're running a fishing port and a business center, but we find ourselves in this box, and so what solution are we going to come up with?

I'm hoping that we come up with a good one, but I'm also hoping you don't expect a magic wand to appear and have us say, that's the answer right there. I think that this process is going to take time. I know that the ruling that had been made was made by a three judge panel of the Ninth Circuit, that's not the full court. It has been appealed by the City of Boise to the full Ninth Circuit. If that ruling is upheld by the Ninth Circuit, then their other remedy is to go to the Supreme Court.

Now, I couldn't tell you that's going to happen right away, but my suspicion and this is just my suspicion, that the reason this is out there is because the court is telling the United States of America, "It's time for you to deal with this, you've been kicking this can down the road forever. We've been talking about this forever. Everybody has an issue, but nobody has done anything about it effectively." I think that's the message that we're getting from the court.

We're going to have to do the best we can here to resolve what the port can do, but we're not going to fix this. We may be able to fix ordinances, we may be able to deal with it somehow, but the overarching problem, we're not going to fix that here.

I cannot express to you how frustrating this is for us, just to be bleeding resource into these people's time, day after day after day, trying to figure out what to do with this. We'll do our best, but we're going to have to take the advice of our attorney, our special districts attorney, The Department of Justice in the State of Oregon, those are all the people who are going to have to weigh in and say, "Here's what you can legally do." Frankly, right now, I'm not sure anybody knows based on the people that I've talked to.

I don't want that to be a downer for you, but that's the reality that we're faced with right now.

**Roy:** Ken.

**Ken:** Now, I'd just like to know, is this going to be on our agenda for the next regular meeting?

**Roy:** It's liable to be.

**Ken:** I'd say put it on the agenda. By then we should have a lot more information and possible solutions.

**Roy:** Maybe. We don't want to promise that, we might have something.

**Ken:** It won't go away if we don't put it on the agenda.

**Roy:** No, I absolutely agree, 100%, absolutely. Wesley.

**Wesley:** I want to thank everyone here for doing their homework, and letting us know how you feel. I just want to thank you. I want to thank you for being here and taking the time to help us take care of this issue, that's it.

**Roy:** Joe.

**Joe:** I just want to thank everyone for showing up. I don't know how everyone feels. I know how I feel. There's not much more I can say this present time, but we might get to work on it. It's all we can do I guess.

**Roy:** Okay, so we're going to be done with the public comments. We're going to go to new business, Item A. We're going to ask Skylar Windham, he's prepared a slideshow and a presentation for us. We've asked Skylar to do that in 15 minutes because we have other stuff to discuss after his presentation. Skylar, you're on the floor.

**Skylar:** Okay.

**Roy:** Speak loudly so that everybody hears.

**Skylar:** I'm going to turn around and just turn this on. It might cost you to hear. [crosstalk] While this is loading, I also want to say isn't it so nice that we live in a place where we can all meet with all our different ideas and opinions, and everyone listens to each other, the way that the system is supposed to work? It's just so nice.

Okay, we're off. Anyway, thank you for letting me present tonight. Column is broken and it's an in-depth look at authority, government design, and sustainability at the port.

I'm Skylar. Most of you know me by now. I grew up here, I went to Pacheco School. I graduated from Brookings-Harbor High School, I went to Portland State University where I studied a lot of sociology and linguistics. I ended up with a degree in Spanish language and literature, and I'm just throwing that out there. Some of my formal education has gone into my research in this, what I have to show you.

Now, I just want to say, going blank, so nervous.

**Roy:** It's not broken.

**Kathy:** You should go on.

**Skylar:** I don't want anyone out there thinking, "Well, why should I listen to him?" I know some of you really don't like me as a person, and that's totally fine. I'm not asking anyone to take my word for it. Commissioner or President Davis always says, "We don't want hearsay, we want facts, we want logic, we want objectivity."

I hear different things all the time, and I just thought I'd put together actual documents, legalities, for everyone to read together. All I'm asking is that if I could just have your attention and an open mind as we go through this and you guys decide for yourselves. A brief overview, I want to answer the question where does this port get its authority? We're going to talk about homelessness of course, the design of port government and how it works, and issue of enforcement. Is the machine working and finally a conclusion.

I'll try to go as fast as I can, I promise. Where does our port get its authority? Some people said federals, some people say it's state. We're going to look at that. This information by the way, comes from the American Association of Port Authorities, the Seaport Governance in the United States and Canada. They're one of the pretty imminent voices all thing port related. It comes directly from that document. This is not me talking.

In United States there is no National Port Authority. You'll find it because power is diffused throughout three levels of government: federal, state and local. I'm hearing all the time, "The ports is federal. The ports are federal." Well, we have to abide by federal law absolutely. If this commission tonight wanted to make a motion that no blonde people can walk on the boardwalk, they couldn't do it because it's a federal civil rights violation. Likewise, state laws allow you to have registered your votes with Oregon State Marine Board. Some votes registered federally, but if it's what it state, that's the state law.

In the US, port authorities are given their power by the states. If you look at the history-- I try to cut this down. I was throwing away information that-- At the turn of the century, most of the ports in the US were owned by private railroad companies because of trade, commerce. Then, eventually the public said, "Hey, we want to use the ports too." The states had to figure out, "Well, how can we let the public use this and also how to be good for business?" These different jurisdictions were

developed. Now, the Constitution does grant the federal government jurisdiction over the navigable waters of the US, but that jurisdiction stops at the water's edge.

I think this concept is where everyone just thinks, "That's why ports are federal." If we look more closely, the water ways aren't federal, but it stops at the water's edge. I thought this was interesting. The federal government does not have the power or the right to appoint or dismiss a commissioner, staff or to change or appeal a port authority charter. We have tremendous power at these tables right here. This is the governing body of our port. It's awesome.

Some ports are part state county or a city government. For example, if you go to Hawaii the public ports are operated by the vigilant state. Other states like California, Ohio, Washington, Oregon, and Texas have independent port or navigation districts called special districts. You probably heard that the Port of Brookings Harbor is a special district of the state of Oregon. That means that we had independent government entity designed to run itself. This just goes to show that not all ports are created equal. It just depends on how that port developed.

Regardless of the type of port you are, all share the common purpose of serving the public interest. We all want to share the port in our own ways that we enjoy. It's cool.

Now, I know this has been the issue so far tonight. Everyone is very concerned. Obviously it's an important issue in our community. When I say community, generally I'm talking about the city of Brookings, the unincorporated little community of Harbor and the port district, the port property. I'm hearing things like, "State the issues, liability it affects our local business. What about taxes? [screams]"

[laughter]

I'll say, "Yes, yes, yes." All of these. Just please wait a second and just ask yourself what if the current situation isn't really about homelessness? Just ask yourself what if? You just try to set that aside and try to look at this like-- I'll give you an analogy. Here's a river, and there's a town by the river. The river has a really fast current. One day, a drowning person goes down the river. It tells people problem. The next day, another drowning person comes down the river. They were all shouting and they saved him. The next day, another person, and everyday there's more people.

Pretty soon we have the townspeople saying, "Hey, we need to get these people swimming lessons." You have other townspeople saying, "Hey, I'm trying to fish and there are drowning people in my lake." You have other townspeople saying, "Hey, these guys are polluting the river." You have all these issues like we saw tonight on generally the public comments about these drowning people issue. If you go up the river a few miles there's a bridge that's broken. The easiest, simplest way to fix this problem is just fix that bridge and all that goes away.

These past couple of weeks, I hear people come to me. They're just like this homeless trash litter all of these things related to it. I just want to find where our

bridge is. That's what I want to focus on. Now, we're going to jump in to how this port is supposed to work as a machine. When we do this, I really want to ask everyone if you could please forget these faces up here. You can even forget you have a face. We won't have names. These are just going to be pieces of a machine and just no emotion involved.

It's very simple. We have the board of commissioners. Under that we have the port manager, in our case the interim port manager. Under that port staff, and it all goes to the public interest. Ultimately the public elects the board, so it's circular. It's a machine. Think of it like a machine. Each piece of the machine must do its job for the machine to keep working. When it runs smoothly, the machine sustains itself and the port prospers. What happens when the piece breaks? It doesn't working. Well, the machine fixes itself. I think this is such a cool part of the US government. The machine is designed to heal itself.

If one piece breaks, another piece can and not only can it, it has to fix it for the machine to start working again. For example, if there's an issue with port staff, the port manager has to fix that piece, so that it can start working again. If there's an issue with the port manager, the board of commissioners has to fix that piece. At least at earlier this year the board of commissioners, that piece wasn't working and so the public fixed that piece. Then, it starts working again. That's how this machine continues to run. It's designed to be successful. It's just really, really cool.

What is the best interest of the port? This is one of those questions I think we all just assume that we know. We do, but let's just throw it out there. Happy people having some ice cream and some pizza, walking the dog. Positive cash flow, it's the business too which is a huge part of the machine. Booming commercial fishing industry, we know that thriving business, tourism, safety, recreational boating. These are all what happens when the port is thriving. This is what happens when the machine is working correctly. That in turn allows the machine to keep working. That's why it's so sustaining. Remember each piece has to work for the best interest of the port.

It's not really subjective. It's not really an opinion. It's these things are a natural symptom of the machine working. When you're making important decisions, pieces of the port machine must ask themselves, commission, port manager. Does this decision ultimately lead to the best interest of the port which is just like saying the best interest of the people here in the port district, the port community.

Let's take a closer look because we're getting in to the rules. I know some of you might be thinking, the ninth circuit, the ninth circuit. I'm going to include that in my presentation. We have the board of commissioners. Under that is the port manager. The port manager has to enforce the port rules and regulations. Our port rules are the first line of defense against things that could disrupt the machine. The port manager must enforce the rules in order to protect the port.

When I say must, I'm not saying this Skylar really wishes that they would. I'm just saying in order for the machine to work, that's actually how it has to happen. The port manager has to enforce the rules. As you can see, these are just some random examples. No overnight camping on the boardwalk no grabbing from boat docks, no swimming near boat docks, no flying drones. Think of that, it's skin color because it's almost like skin is a good first line of defense against infection. That keeps rocks from getting into the machine. Here's some rocks littering, tripping hazards, dangers, liabilities, disorder and it does a pretty good job. You're flying your drone this happened the other day the Port comes down and says, "Hey, you can't do that here." He put his drone away and he was mad and port doesn't want me to have any fun. Well, again remember no emotion involved, it has to do with keeping this machine running. It's the regulations exists to find just the right level of protection so that we can all have fun but that the machine keeps running. In a way proposed rules to prevent rocks from getting into the machine. Now, this is really important because we all have this machine works now, even if everyone in this room for commission, manager, us, even if we wanted to have a homeless presence at the port, we could not because the machine wouldn't allow it.

I going to imagine if that was a rock and you drop it right into the machine, it eventually would break. So, don't even think of homeless as a bad thing, don't even think of charting weather as a bad thing. If that machine is gas and you put diesel in it, it doesn't run so you get my point. Let's continue for policies. We're getting it in here into the meat of the issue. This is directly from Port Brookings Harbor Ordinance number one-1998, part four specific rules and regulations. When I saw the 10 scale up, I was concerned and I went up the ordinance and I found out, which rules of the port applies for the situation.

4.4 The Port may deny the use of any of the facilities of the Port to any person who is not in compliance. I'm just going to move more quickly. Docks are closed between dusk and dawn to the public. Any person utilizing Port property shall all be part regulations and laws. Loud or boisterous conduct, no gear materials, tackle, dock boxes or other. Any person using port facilities or equipment shall comply with any verbal or written science or communicative.

There's a sign that says, no overnight camping. I'll remind you, the Port of Brookings Harbor in the origin has no rule against being homeless. It doesn't matter if it is you, me, or rich person, a poor person. You can't camp on the boardwalk. Now, and there's no rule saying that you can't have a nap at one o'clock in the afternoon on the boardwalk. You could totally go for it but at ten o'clock at night, you have to go. Bear with me here, I'm a marine.

What about enforcement? The Port Commission authorizes the Port Manager to enforce these rules. The Port Manager may request people violating these regulations to leave the Port area, or obtain the assistance of law officers. We're going to get more into that because I know that the county sheriff's deputies have been involved in this. Anyway, how can the Port enforce these rules? Well, remember when we talked about the formation of the Port and how it comes from

File name: October 23 2018 SM Audio.WMA

the state. All things Port-related at the state level can be found in ORS Oregon Revised Statute 777.

In the states, .190 ordinances for policing or regulating Port property. A Port may by ordinance make modifying or abort its regulations to provide for the policing, control, regulation and management of property owned, operated, maintained or controlled by the Port. A port for the purpose of the enforcing essential ordinances may appoint peace officers who shall have the same authority for the purpose of the enforcement of the ordinances as other peace officers. This Port of Brookings Harbor could have its own law enforcement Port Brookings Harbor Law Enforcement. Under what authority do have to tell me not to be here? Law enforcement of the Port Brookings Harbor. Pretty cool.

What about the Ninth Circuit? Oh no, its hot in here. I keep hearing five words, ninth, circuit, public, property, federal. I've heard that from probably 20 people in the last two days. What goes through my mind is in United States Constitution, including all of the amendments, there are more than 7500 words. Is it logical that a federal ruling would be five words? You couldn't be specific enough. We're going to look at this opinion here. This is directly from judge person down here, revealing what happened in Martin versus the City of Boise. Okay, we're going to read this together, because we're talking about attorneys and lawyers, and counties and sheriffs and I just want everyone to read this because I don't know why, let's just look at it.

I'm not going to read all 38 pages just the bottom of page four and the top of page five. The plaintiffs are six current of former residents of the City of Boise who are homeless or they have been homeless. Each plaintiff alleges that between 2007 to 2009, he or she was cited by Boise police for violating one or both two city ordinances. The camping ordinance makes it a misdemeanor to use any of the streets, sidewalks, parks, or public places as a camping place at any time. Okay? 24/7. So naturally if you have no place to go, you're human, you have to rest but you have no place to go so what happens when you rest? They give you a citation.

Page 32, this is where the judge starts to go into the specifics of the ruling. Just as he gives a lot of words to describe what he actually ruled-they actually rule, they tell you exactly what they did not rule, exactly what they are not saying. On the left, I have the entire page, I blew up the part pertinent to us. Our holding is a narrow one. Our ruling is very specific. We, in no way, dictate to the city that it must provide sufficient shelter for the homeless or allow anyone who wishes to sit, lie, or sleep on the streets at any time in any place. We can put the Port of Brookings in there, we had no way say to the Port of Brookings that it must provide sufficient shelter. Further honors a footnote.

We bought that footnote. It says, I'm going to start about halfway through because that's the part that matters. "Nor do we suggest that a jurisdiction with insufficient shelter can never criminalize the active sleeping outside." We're not saying that the Port of Brookings Harbor can never criminalize the active sleeping outside, even where shelters are unavailable, an ordinance prohibiting sitting, lying, sleeping

File name: October 23 2018 SM Audio.WMA



outside at particular times, or in particular locations might well be constitutional. Do like ordinance part and the obstruction of public rights of way, or the erection of certain structures. Again, the Port of Brookings right now does not have any ordinance, any rule that this applies to because we're not saying you can't be here 24/7.

We're not saying you can't lay down 24/7. We have times and places. So I don't understand how this really, really affects the status quo. Now, the Port of Brookings must enforce its rules and regulations by matter of necessity, as we saw, it's how the machine has to work. The rules exist for specific reasons. Normally, how rule and how law works is once it's established, and it's a long process to establish law. Even a Port Ordinance, there's often confusion about Port Ordinance and Port Policy. Policies are like all that much water but the ordinance is a lengthy process to establishing ordinances. It's a lengthy legal process. The ordinance is the Port law.

Anyway, if the public believes the rule aren't fair, wrong and unjust, they have the right to contest it in court, absolutely but not the other way around. You can't throw your hands in the air and say, we're not going to enforce this because we're not quite sure if we should. We have to enforce our rules until someone else proves otherwise because that's the way it's designed. The Port Manager may not choose to ignore rules because it opens the door for liability. Remember, it keeps those rocks out. We have to maintain the rules and the Port's best interest. So it's the Port managers duty to enforce the rules as they are written. This is in the Port's best interest. Now, I have to say at personal note and catch my breath. I don't know, I told everyone to forget about people, you can remember now. I don't know, Kathy Lindley. We probably spoke in 30, 40 minutes total. I could tell you this won't go a couple of days on the boardwalk out of here one morning. I can tell you the first 30 seconds, her heart is as big as this room. From the first words that come out of her mouth, her spirit, generosity and compassion are as big as the town. I had to say I don't have that big of a spirit of those things. As I was talking to her, airport jacket says port manager. I didn't feel at all like I was talking to a port manager. I felt like I was speaking with an advocate for the homeless.

Now, I want to just take a moment to appreciate that because as we've all said tonight, they are people we're talking about. I was almost homeless myself. It's a huge, huge issue. It's extremely important. We have to take care of each other. I guess that we have the issue that affects the city, it affects the county it affects the port. We need a solution and we need leaders that care about it so much like Kathy.

All I'm saying is that the port can't support that here. I hope we can find a solution in the city, in the county. We've heard the board say how this port contributes to the backbone of our local economy. I went into the port office when they weren't enforcing the rules. I said, "Why isn't this happening?" It made some people got mad at me and took it personally. In fact, one of my old co-worker said, "Skylar, you need to be nice to the port." It really hurt my feelings because when I look at this I don't-- it doesn't feel personal to me.

I'll give you another analogy. We've all heard that when you're in the woods and your attacked by a bear, they say lock your hands together and put it by your neck and pray. Why do you do that? Because this is the most vulnerable part of your body. That's why the bear will attack you there because it's the fastest way to kill you. When I see Ted go up on the boardwalk I don't think, "Homeless people, they're dirty, literally trash." I think "Rules, rules, rules," because I want to protect the machine.

When I was talking to Kathy-- She is the metaphor, the can. I think somebody else used it today to kicking the can. She said, "Skylar, everyone just wants to kick that can." I think maybe she took it the wrong way when I said, "Kathy, I'll kick that can on the port so that I don't see it anymore." Because to me that can is littering, is liability. It's everything. It's all those rocks that can't be in the machine. It's not that I don't care about homeless people. It's that if we allow homelessness at the port the machine doesn't work and Brookings Harbor, all deteriorate. The port is our heart. If we let things attack it, they can't be there. The rest of our community suffers. Now, almost to the end I promise.

**Participant:** Skylar, anything else you're going to say?

**Skylar:** Yes. There is the Port of Brookings Harbor currently working efficiently as a machine. Now, I know I have to enter territory that's going to be uncomfortable and I'm almost, almost done. Just please ask everyone, if you don't believe me from this depth of my soul, it is not personal. I'm just looking at these pieces. This system is unstable. We've established that. We see where it works, how it works, why it works. The current, interim port manager was put in place to maintain status quo, to keep things running while this port finds the appropriate qualified leadership as a permanent port manager. Since that time, it hasn't been maintaining itself. It's been headed down hill.

If we look back to our earlier analogy, the fact that some of the homeless people at the port, among other issues is symptomatic of a more fundamental problem, then what is the root. In other words, which piece of the machine is not working? Here again we have the same slide, but you can see that this policy here. What you established the port has to enforce, it's left open. The piece that's supposed to enforce it, isn't. All of these lapse are getting into the machine.

Now, back to the canon now as you real quick. She said, "Skylar, everyone wants to kick the can." She said, "I want to be part of the solution." I appreciate that, but the port manager can't praise and promote commercial fishing industry in one hand and advocate for the homeless on the other only because they're incompatible. It doesn't work together. It can't. It systematically cannot. It's not in the best interest of the port. You could see this. The conclusion I just wanted to say that this piece isn't working. Now the port seen the rules. The ports already following the federal ruling because our ordinance is well within that.

An effective port manager would contact the county and review the non-circuit decision with the sheriff along with the port support of the sheriff's department by providing a free office for the sheriff at the port. They don't pay for that sheriff's sub-station over there which is essentially giving a sheriff's department around 10 grands in here. Originally that happened because we wanted our presence here. We wanted them to help out.

When I was working with the board, I remember going over to the same deputy because I had an issue with a transient. I said, "Could you please come back me up on this issue?" They said, "No, it's port property." Really? An effective director would demand support from the sheriff say, "Hey dude, you have to help us out here. Not to mention because we have the authority to demand it, but come on we have to be a friend."

[laughter]

**Participant 1:** You got trouble right here Skylar.

**Skylar:** Have a sit. We're almost done. I promise. Seeking directions from outside the board, the current interim manager explained to me that she was talking to her son about installment issue. She mentioned that she was letting her religious beliefs guide her. She knowingly exposes the ports to greater liability. The reports, interims were down here, [unintelligible 01:16:54] I spoke with [unintelligible 01:16:56] concerned for my ability, so I asked the current interim port manager instead. What are you going to do about the liability from the tense on the boardwalk? She says, I quote, "I guess we need to make it safer for the homeless."

[background conversations]

After we looked at all these. Again, it's not personal, but this piece seems to lack an understanding of the ordinance. It's important and our responsibility to enforce it. It's all motive port's best interest and that's why we're here. I'm done right now. I'm going to finish by talking to all of you. There's another question that I would like to ask Kathy. Kathy, based on this--

**Male Participant:** I urge you. Remember you are here for making a presentation. This is not the time for questions.

**Male Participant:** You have to be real careful here Skylar.

**Skylar:** I've been very careful.

**Male Participant:** This is not the time for questions.

**Skylar:** Can I ask a question President?

**Female Participant:** The public wants to hear this.

**Male Participant:** I'm going to allow it, but I'm going to ask Skylar to ask it in a very respectful way.

**Skylar:** Yes, sir. I hope I've been respectful this far. I've emphasized--

**Male Participant:** We're just getting border line of.

**Skylar:** I know because we're all attached to these pieces and it's hard to separate that. I'll ask this piece to Interim Port Manager, Kathy. Based on what we've seen in the best interest of the port, will you please resign effective immediately?

**Male Participant:** Say no.

**Kathy:** No.

**Skylar:** You see the judgement we have. Thank you.

[claps]

**Male Participant:** I would like to ask Kathy if she has anything that she would like to say on her behalf.

**Kathy:** I don't want to defend myself.

**Male Participant:** Can we get the lights turned on please?

**Female Participant:** So much for transparency. Yes for our port.

[background conversations]

**Barbara:** I'm sorry. All of these, this is like--

**Male Participant:** You always leave Barbara when somebody says something.

**Barbara:** Its ridiculous. I hope these guys would do your job. Please listen.

**Male Participant:** We're not asking you to leave Barbara. We're asking you to stay. Be part of the solution. Once again Kathy, I want to ask you do you have anything to say?

[background conversations]

**Kathy:** No.

**Male Participant:** Okay. Thank you for your presentation Skylar.

**Skylar:** Thank you. Thank you very much for letting me present.

[claps]

**Male Participant:** Any comments from the board?

**Participant 2:** Yes. The presentation was very very nice, it was very informative, but we still function under rules of law. Currently, we have a Department of Justice, District Attorney's Office, and a Sherriff's Department that we can't just ignore and go do what we want. There is no point in writing citations to a homeless person that are going to be thrown in the trash, and pretty soon, they know that there is no teeth in what we're doing.

There has to be, I agree with him, a solution, but it has to be thought out, and it has to include all of the government agencies that are part of the, if you want to call it, criminal justice system because that's what we're talking about. These people are in violation, they're urinating, they're defecating on the side blocks in the public. If the Sheriff's Department is not going to enforce it, we do not have a police department, it would take us months if not years to put together a police department.

Skylar, I was respectful during your presentation, and if you do that, some antiques like that again, I will ask the chairman to throw you out and never let you back.

**Skylar:** I understand, and I will leave voluntarily. I think you missed the point.

**Participant 2:** No, not hardly. Anyway, until we have some direction from both the Sherriff's Department and above them, we're not going to be able to do everything that he would like to see done. Sorry you disagree with that. That's the end.

**Male Participant:** Richard, do you have anything to say?

**Richard:** Amazingly enough, no.

**Participant 3:** I do, but we'll lay out a few pieces that weren't included in there. You want to do that?

**All:** Yes.

**Participant 1:** Absolutely.

**Female Participant:** Excuse me, but before the rest of you leave again, can I say a little something here, don't leave just yet.

**Participant 7:** You ain't got the floor.

**Participant 6:** Wait, wait, wait, no.

**Male Participant:** Sorry, you have to all give her the floor.

**Participant 7:** No.

**Male Participant:** I will give her the floor, absolutely. I'm never pleased when everybody's leaving either, it's not going full circle.

**Female Participant:** Before you leave, let's remember a couple of things. We have asked, they've been voted in. We've asked them to do a job, and to do this job is freaking hard. Anybody who's in any position, public or private, I don't care. I don't care if it's a church, I don't care if it's a business, I don't care what it is. It is a difficult job to do, and we owe them a little bit of respect, a little bit.

If you leave, your voice is silenced, don't do that. If you were sitting in their position, you would want a little bit of respect, a little bit. You don't have to agree, you don't have to come to a decision, but you can voice your opinion respectfully and then give them a chance to work on it. I'm new, I'm brand new to Brookings, brand new. I left a very big city of 65,000 to come to a little town of 6,400, and that's a culture shock, let me tell you why. You cannot do to these people or anyone who is in an elected position what you're doing, it's disrespectful and it's not okay. Please, don't leave yet, give them a chance. None of us like the homeless situation.

**Participant 4:** I'm not saying we'll not give them a chance. They run for this office and this is the stuff that goes with it, it's part of being in public service.

**Participant 6:** But not being rude.

**Participant 4:** I haven't seen anybody rude.

**Female Participant:** Walking out on them before they're done-

**Participant 4:** That's not rude, we had given a choice.

**Male Participant:** We're going to move on. Ken.

**Female Participant:** I still believe that you need to let the public know that Kathy is only doing her job well.

**Participant 2:** We can't hear you in the back at all, it's just like [crosstalk]

**Female Participant:** Well, it's not something she's doing on her own.

**Male Participant:** Right. Ken had something to say. [crosstalk] Richard Heap.

**Richard:** Well, I'm really glad that that was boiled down into a simple solution as far as the manager and all that. That doesn't solve anything. I'll tell you what, he talked about all the pieces, he's left out a couple of pieces. We didn't run for elections for this, by the way, four of us were appointed to fill vacancies. When we were appointed to this office we took an oath in front of the County Clerk, that said, among other things, we would meet our fiduciary obligation to the people of this county that are in this tax district. To me, that means that we're going to do our very

best to protect this port and its taxpayers from civil liability, lawsuits. We're going to act very carefully on this issue, and we'll consult with our attorneys.

When Mr. Windham hangs out a shingle and he becomes the port attorney, then we certainly will be obligated to listen to him, but we're not, I respect his position. We're listening to our attorney, the special district's attorney, and the Oregon Department of Justice to get our guidance here. Every single one of those people have told us to be very very careful what you do until this issue is resolved at the federal court level because if you make a mistake you will put the port in jeopardy. I hope nobody is so naïve as to think there are not an awful lot of civil rights attorneys sitting out there waiting for somebody someplace to make that mistake.

We're not saying we're not going to do anything, but I'll tell you, well, we're going to do it very deliberately, very carefully, and with the advice of our legal counsel because that is our duty to you. We also have a duty to the people who have businesses here, who visit here, who want to come down here to enjoy our port. We get it, this is not a good situation. We're going to do our level best to resolve that, but we're going to do it in a manner that does not expose you as taxpayers to further liability.

I want to spend money at this port, but I want to spend it on fixing the roofs, I want to spend it on putting in new pilings and new docks, I want to spend it on making an awful lot of improvements here, and I certainly do not want to spend it on attorney fees. That's where we sit, right there. What we can do we'll do, but as has been mentioned here many times, the port of Brookings Harbor is not the place that this is going to get solved, this has to be solved at the county level, at the state level, somewhere we've got to get some help.

We don't have a homeless shelter, we're not going to build a homeless shelter, that's not our business. It's going to be a little bit of a heavy lift, and you're going to have to be patient with us to let us try and work through this in your best interest and in the best interest of the port.

**Participant 8:** May I ask one question?

**Participant 1:** You may.

**Participant 8:** I would like to know if what Skylar Windham hopes to get out of all of this.

**Participant 7:** Don't know.

**Participant 8:** What was his agenda?

**Participant 6:** He wanted her to resign, but he's young.

**Participant 8:** Yes, but why? What does he want? Who does he want?

**Participant 6:** He's not here to speak for himself, and that's the only word we can take. So let's talk that question out.

**Male Participant:** Who does he want? You said you know, who does he want? Who does he want, I'm asking you, you said you know.

**Participant 8:** Me too.

**Participant 7:** Yes, we want to know.

**Participant 8:** I would rather not say.

**Male Participant:** You know.

**Participant 8:** I was told, yes, but it's not me.

**Male Participant:** We're not operating along facts here, so I'm going to move on.

**Participant 9:** Can I ask you a question?

**Male Participant:** Absolutely bro.

**Participant 9:** I've heard several times about they had caught and found people urinating and defecating. Isn't that like an automatic, "Get off the port property, don't come back?"

**Participant 8:** Indecent exposure. [crosstalk]

**Participant 1:** I haven't heard it, Bill, I haven't heard that until tonight from Becky from the candy store, that's the first time I've heard of it. I'm sure it goes on. If they're caught and they're reported, and night security or the Sherriff responds to that yes there's urinating in public, naked in public or whatever in public, there is a law there.

**Participant 9:** I was just stressed, I didn't know it had been addressed through.

**Roy:** Well, we're addressing a lot tonight here bro, but yes. To any of us wanted by defecating and urinating on port property anywhere, there's a subdivision trying to be put in over here on one of the creek beds that comes down from the hill. The contractor can even go in there, right now till later it rains and washes tons of toilet paper and human faeces out of that ravine, and it's coming right down our port. Yes, Bill, I know about the urination and the feces and the outside defecation on property all over this county, and it rains down into our port. Yes, it does. Tom Bean.

**Tom:** The company I work for, did some armoring of the creek that runs down by the seabed of the port over one on one now before you cross the river. I was supposed to go down there a week before last and connect to core bridge that comes from under the all the RB part that damps down into the creek. We couldn't do that job.



**Roy:** Tom Bean is a construction worker. He runs equipment and he's all over this county in an excavator developing. That's Tom's background and he's just talking to you from an equipment operator standpoint, that has to get in and walk about just as our staff Travis and company had to do across the street, cleaning up a camp. It's dangerous, it's dirty, it's a health hazard, and--

**Tom:** We couldn't go and down do that job because of the liability of the faeces, the used toilet paper on the creek bank. We won't be able to go down there until three or four rains have passed. Today was not of rain and it's got to be cold enough for the people to move off that creek before we can go down there. This creek is as steep as these banks out here down to these docks. We're going to be finding slippery mud, wet rocks, plus handling that cover by hand, because of these homeless people.

It's more than just them camping on the boardwalk, it affects every part of our lives in this city.

**Roy:** Therefore, I would like to add to that, Tom, it's all government and the five states, the district court. I circle- it's just as by these five states, correct?

**Male Participant:** Five or six.

**Roy:** I think it's five states. So, five states are affected by this. There are ports in Idaho, there are ports in Washington, there're ports in California, there're ports in four of those states for sure. I don't think there's a port in Colorado that I'm aware of. But what you're going to see, is, you're going to have to see all levels of government work together. We're going to go see the court, we're going to go see the rest and county commissioner.

You've got to remember, there's no elections coming up for the county as well as the port board, and that could be setbacks for a lot of this that's going on here today. What I'm saying is, it's not just your port elected officials, we need help. We can't do this. Like, Richard said, we can't go against our lawyer's recommendations, that would be devastating. We can't go against state-level government such as the department of justice. We're not that big.

We're a port commission, and if you want to start causing real problems, and us doing things without the blessing of the state, maybe even the governor, at the very least, a Supreme Court appeal of some kind. By the way, the Supreme Court filing for an appeal was \$250,000 upfront down money to file it. Okay, that's compiled. The port surely does not have \$250,000 to file an appeal. Maybe the Port, the county, and the state, can come up with some money to file an appeal, but this poor board is not bearing this problem by itself. It can't.

Misty, please, I see you raising your hand, I do. I want to thank those who did not leave. I want to thank all the port staff that closed up early today to come over to this meeting. Please remember, when you go into the port office, their staff, they're there

because they need a job, doing the very best they can. It's like when I go to the counters like Fred Myers or Dollar tree, or wherever I'm at, and I see these people who are there because they need a job, and they're working. Not on welfare, they're working.

They deal with a lot of people every day known as the public. I get roused too. I get roused, anything shared before the port meeting today, I've moved out of sight of town, takes a while to go there. I go to Florida for storage trying to find a pair of flip-flops in the middle of winter in Brooklyn's Oregon, and I'm frustrated, and I'm angered all the stores couldn't get a flip-flop for me, Roy, to take a shower.

**Misty:** Do you know then, their [unintelligible 01:35:28]

[laughter]

**Roy:** Well, I found a pair of dollar too, they were much too but [crosstalk] Anyway, and always please keep in mind, that Ken Range, Richard Heap, Wesley Ferraccioli, and Joe Speirs, were appointed, and they accepted the job in your port district. They weren't elected by the port district. They were appointed and they accepted the appointments to try and do this job. Let me call on Mr. Garry and then we're going to--

**Garry:** All I have to say that you guys ain't paid?

**Roy:** We're not paid, there's no answers for that, there's no parts. [laughter] No, there's no dental or ironed shirts, there's no nothing. This meeting today probably cost me about \$750 if not 800. I'm a working man, I got no bank account. So, do you think that every cutting about Oregon in any way, shape, or form, and you have-- I drive a \$900 truck. I use tools that are over 150 years old from some of my great-great-grandfathers and some of Captain's families.

They were given and handed down to me. I don't live in the modern world. Can't afford. If you'll please be patient, we have a problem. This board is willing to work on it. We will let everybody talk, we'll take some time out, and relax on the public comment could be a minute. We'll let the community participate, but please do it civilly and respectfully. Remember, we're trying to find a solution.

If you can give Kathy, Travis, or anyone of us commissioners, any help. Skylar was trying to help think, he thought he might help sometime. I'm not going to vote for that, I'm not going to fire Kathy Lindley, I'm not going to vote to fire Kathy Lindley tonight. There's no way in shape or form. She's jumped in here at a bad time, she's inherited this problem, just like this board has inherited and she has inherited worse. Guaranteed Kathy's Lindley's plate just runneth over with no good. I have one more call and call one more, and then we're moving on. Misty, please.

**Misty:** I just wanted to say that while speaking with the Sheriffs, they did ask that any crime you see, you report directly to them, doesn't matter if it's 10 times a day,

20 times a day, all times of the night. I have a running log of everything that's going on at the port that I'm giving to supervisor daily. Obviously, if the port is lacking and cannot do anything about the crimes, then we'll go to the sheriff.

They realize there's a lot going on, but you have to see it. The evidence, they have seen stuff on the site that nobody can do anything about. You actually have to see the action being done and be willing to give them your name saying you saw that, or else it doesn't go anywhere.

**Roy:** Correct, and good point, Misty, good point. You have to stand up if you see a crime, you have to report it, up to your name, your phone number, your address, who you are, why are you calling, what time of day. Got to be a part of the solution. You've got to take the risk. Skylar Windham and I both received horrendous threats today. Okay? Today, horrendous. Skylar Windham was shaking in his shoes. I don't really care. I ain't scared of nothing on this earth. I've been into some bad enough-- I'm used to it. We're saying, "Today there was horrendous threats against Skylar Windham and myself."

**Female Participant:** Or we put this there?

**Roy:** I don't have such alternatives but anyway, we don't want to resort to that. We want to resort to a civil--

**Male Participant:** It's more fun doing the right way.

**Roy:** Correct. Then everybody's name is clear. Everybody has done their job. Yes, is it frustrating? Yes. Here's a little story, personally, it happened to me. I used to live at 924, Easy street. I came outside one morning, my house was for sale. I had no warning from my property management. I didn't send them, I didn't call them, I called Bruth Wilson, at St. 321 because she's the agent soliciting my house, that I'm leasing.

I get with her, she said, "Yes, your escrow is closing," okay? I have 30 days to move out. When I get home, I've had enough, I'm done for the day. I'm sitting there at my desk, I have my outside back porch light turned off. A man shows up on a bicycle, probably in his 40's. He knocks on my door. I'm not from the night after dark to mannerisms for my porch that I don't know. I go up to the door open the door, "How may I help you?" He says, "My name is so and so. Are you Dean?" I say, "No sir, my name is not Dean. My name is Roy Davis. There's not been a Dean here for at least eight years I've lived in this house." He repeated his name and he wanted to know where Dean was at. I said, "There's no Dean here. Get it. No Dean."

By the way, he just said, "Dean is the buyer." I said, "Can I have Dean's phone number please?" He was absolute. He gave me the man's name that had put some money down on my house. I didn't call Dean at that time. I told this man, "I will call Dean and we'll see what's up because I'm already having to get out." That's his just he wants me out. Before he left I said, "What is you and Dean's relationship?" He

says, "Dean told me and some of my buddies, we can put some tents back behind that shop." I get the just of all that was going on.

I'm going to coexist because those are people too. I didn't denounce the guy. I chatted with him for a while and said, "Well, can be no tents there while I'm here unless you go over to Premier Property and ask permission. Then I say, "I have nothing to do. I'm not the owner of the property." A few days later, a second man showed up walking, wanted to know where Dean was at. I had to go through the whole process all over again, "I'm not Dean, there's not been a Dean here. Go to Premier Property. I'm getting booted out."

Is everywhere and anywhere but I co-existed with it and I didn't denounce those people. I don't have a solution could ever push the port. The port is in the same predicament. We're not in the business to form obviously outdoor shelter. I believe that Don Griffin is a man of research and great knowledge. I've known him for a long time. There's research, there's just going to be a long recounting government. Hope our fellow commissioners stick around for another term. The board does work well together.

[applause]

**Male Participant:** I don't want to put a long that script. One of the points that was made in that presentation was about the ability of the port to appoint people to enforce our regulations under the discussion about peace officers. A couple of us are retired peace officers. Did that for a lot of years. I can tell you from my perspective speaking only for myself, I am absolutely not interested in any way, shape, and form and sending our harbormaster or any of our employees to the almost two years of training it would take to get them accredited as peace officers in the state of Oregon.

Nor am I interested in putting them in harm's way going out here in trying to confront these people when we have law enforcement staff available. I'm just telling you from my perspective, I don't see that as an option. Certainly we can do that, he can do the job to tell people they have to leave or tell them that they're in violation of a port ordinance but at that point, he has no power to arrest them, he has no power to see the evidence, he has no power to physically remove them. I'm not going to put these people in that position. That's not fair to him, he doesn't have insurance to back him up nor do we.

**Roy:** We've been on that road before with security arm in them, the firearms. I solely voted against that. I hope I'm the one that keeps that away because I don't want to be responsible for hiring somebody with loaded firearms, who knows what experiences they've had in the past and somebody that I hired or recommended the staff to hire shoot to kill somebody. I'm not going to be no part of that. I will support hiring port security like we once had before. It worked well. Worked very well.

I just spoke with the-- I know you don't want to hear comparing port to port but I spoke to street guards in Crescent City, he makes a few bucks, he gets a car as a port as a port security because a really cool Jack and the security and he's happy as a pear and pie means he is there to do business and he's unarmed. He's unarmed. There's pepper spray and there's I don't know what other else. It's non-lethal enforcement. That part about the public peace officers on port property, Richard said insurance is a big one.

Do I want to get up in the morning and come down to the port and somebody said, "Oh my God Roy. A port security killed somebody last night." I don't want to part of that. I'm depending on people like Thomas, the sheriff department or we can do what they can't do. Am I opposed to getting that sheriff substation? That building for free? No, I am not. The presence is here and they've done a lot of good. They've done a lot of good for free. Kathy, do you have anything to say?

**Kathy:** Do you all want to know how the tent was relocated on Saturday?

**Male Participant:** Yes.

**Male Participant:** Sure we'll look at it.

**Kathy:** You're interested in hearing?

**Respondents:** Yes.

**Kathy:** Between Travis and myself, we have been talking with law enforcement. Travis and I have a lot of conversation but I made the decision to come down Saturday morning at nine o'clock. I thought Dean was still staying here. I didn't know the name of the person. We were in the second tent. Can you all hear me? At nine o'clock, I met this young man named Ronnie. Skyler later told me that he was the one that was sleeping in the tent. We built a relationship in the first hour of conversation. It was not a short process.

I asked him if he was willing to relocate out off of the boardwalk because there were so many problems with our tenants. He agreed to get in the car with me. Travis and I had talked about several alternate locations. He picked on the grassy area in front of the Indian Memorial, is not part of the memorial. The circular area and the rocks around the Indian Memorial are dedicated for the checked out Indian Village Memorial. He agreed to relocate. He got into the car not knowing whether I was a crazy woman or not. I don't really determine that he wasn't.

We relocated over to the grassy area. Then Skyler saw what was going on and confronted the two of us over on the grassy area. It really got my gout because he claimed that it was Tolowa Sacred Ground. That really got my gout because I was a port commissioner when we all dedicated that property through a resolution to the Chetco tribe. I have worked with the Siletz. The Czecho are a part of the confederated tribes of the Siletz.

Of all of the things that Skyler and I talked about, I was most offended that he as a member of the Tolowa were claiming that property as sacred ground. I am a card-carrying Karuk. When you get Indians wild, it happens. It happens. It just happens. I have plenty of relationships specifically with the Siletz. I had already had a conversation with Sergeant John Absey and officer Tobias who was not on duty. Absey stayed in the neighborhood. I let him know what was going and the confrontations that had happened. They were verbal. There were verbal threats. Then there was-- Some of you that are on Facebook you saw the pictures. I feel that every one of my 70 years of age because that is my age. The comments that followed. Anyway, I kept a running dialogue of what had happened by texting my son and Travis throughout this four-hour process. It's all documented how these things came about. Johnny Inslee defuses the situation by talking with Skylar and the two people that were with him and eventually the people that were on the fringes left also but they were still yelling and interfering and making accusations that were untrue.

One of those accusations you heard tonight that Ronnie, the homeless man urinated in front of her. She had three witnesses. That didn't happen. Is there anything that I can, a question that you want me to answer to you?

**Male Participant:** Kathy, I have a question. The Gina that you're referring to that was at the port is also the same Gina that was over here in this portion of the port that had a restraining order against her for being in certain locations?

**Kathy:** Correct. Usually, when she was renting across from our port office, I visually watched five counties and there was a mixture of county and city police that it took to restrain her.

**Male Participant:** She moved those big planters from my office all the way to the road, almost.

**Kathy:** Yes, but anyway, back to what happened on Saturday. It started with a conversation. I also want to share with you that if the commissioners make a decision to not designate an area for people that camp and there's a lot of reasons to not designate the area but we will be back to the Boardwalk being public property and chanters cant move back.

**Don:** Can I put my gear up again?

**Kathy:** No.

**Roy:** Please, always raise your hand. Go on.

**Don:** I got a question and I don't know if you guys have an answer to this but well, I lease storage in downtown there's building down there and my lease includes the parking lot. Now, I'm leasing from you guys as a public entity but my lease does that

make that my private property in respect to the law so that you can not camp in my parking lot?

**Kathy:** That's correct. [crosstalk]

**Don:** I leased that and they cannot be there. Okay.

**Roy:** That goes to any retail that is leased.

**Don:** That brings up something else that you might look at and I don't even know whether it will be anything that would work, but if you could a portion more things out as leased areas so that they could be off limits. It's something to look at.

**Kathy:** Well, you heard Misty, say that. Misty is sitting behind you.

[crosstalk]

**Roy:** Okay, guys.

**Don:** I'm sorry. If you could portion out pieces of the boardwalk to individual curt shops or something. I don't know how all this stuff legally work [crosstalk]

**Roy:** You're talking in the right direction Don. [background conversation] I'm going to take one more comment and then we're going to get on with the agenda. Mrs.[unintelligible 01:54:31]

**Female Participant:** I was just going to mention appointing some place for them to be is not going to alleviate common Boardwalk. If you assign some place for them to camp, as long as it is not endorsed they have the right to camp and live where they want still. So they will still be at the boardwalk. Even if you build a shelter almost if you have 50 homeless people that it will fail and you'll have more people coming in because they hear that we have shelter.

Now you have 100 people shelter almost 50 they can still camp anywhere they want. Unless we have one to one ratio, you're still going to have some issue and just FYI, in reading that nice 38-page document. It also talks about not being able to do anything about drunk and disorderly and other issues because the reason to drunk and disorderly in public indicates they have no place to go. If they had a shelter, they wouldn't be drunk in public. There's a couple of pages that deal with not being or do anything about that either.

**Roy:** Okay, we're going to move on. Zelo. I said, no. I'm sorry but we got to move on.

**Zelo:** Isn't it an open meeting where we would talk?

**Roy:** Come on, it's a port meeting. Special port meeting for the commission. Ask your question.

**Zelo:** What makes the Boardwalk a public matter? You said it's not going to go, It's going to go there.

**Roy:** Correct I believe that that's attached public property.

**Kathy:** It's owned by the port. It was built with grant monies of some sort.

**Female Participant:** Thats public access.

**Kathy:** Yes, it's public access. That's public property.

**Roy:** Because its attached. I wish we had all the answers. Cole, Thank you for coming.

**Cole:** I'm not bail and I just got a bad will here [crosstalk] thank you and--

**Roy:** We're looking forward to working with you.

**Cole:** I'll be there. You're not being reactive, I don't interpret that at all as indecisiveness. Thank you.

**Don:** I would like to talk to you and may be one of the other guys.

**Roy:** Absolutely we're all available, you know that Don, you know that for sure. Okay so we're done with new business action A. I think we've pretty much covered and address the homeless situation. Does the board have any other further discussion or anything further to address this afternoon?

**Misty:** You want some good news?

**Roy:** Richard? You gave me that yesterday piece out brother.

**Richard:** As many of you know the south coast fisherman and the port work together on the cleaning station over here and done some improvements there. We approached Travis the other day about maybe a final piece to put in a little summit walkway and a drain where people can go over and wash down there ice chest. Right now it's all rocks. We're going to try and secure another grant to help fund that with the cooperation with Travis and the port staff and see if we can get that done. It's the final cherry on the sundae over there to finish that off. I just thought I'd mention that. We kind of forget about all the good stuff that's going on down here as well.

**Roy:** Correct and we've got a 92 pilot project that sticks in the start here ant day. You were here tonight, contract was awarded. So any day we'll hear that going on. The boat charge have been busy, fishing has been good, sub-season was good, the dragons good, crab season is coming up. The machine to function.

[laughter]



It's actually functioning quite well.

**Female Participant:** I think you need to tune up.

**Male Participant:** Well, absolutely. We just faced another problem in government.

**Roy:** I'm telling you that I've been doing this for 12 years and there's no upside to send that statement. Travis.

**Travis:** Are we going to make any decisions on the RV park? I know we're coming to the end but given our meeting yesterday you guys are ready to give any direction on the bathroom.

**Roy:** I'm willing to do that tonight.

**Travis:** I know it's adding a bunch to it but we need to make a decision on what we're going to do given yesterday's meeting. We going to close the bathroom, proceed with the engineering. I talked to an engineer that Harbor sanitary gave us their name Civil West Engineering. I've already emailed him everything on this, what our plans are and what we want to do. So he's on board, but I think it's important that we make a decision on the bathroom and my recommendation is that we close it.

**Roy:** We do like a motion?

**Kathy:** The commissioners I know wasn't a part of the agenda but the timeliness of today's meeting if you are willing to do that. It's up to the commissioners.

**Roy:** Absolutely, I'm all right here to give the motion.

**Male Participant 2:** What's the date you're going to close it?

**Male Participant 3:** Tomorrow.

**Female Participant:** If you make the motion today and it says that-

**Roy:** Can we have a little bit of discussion from the board allowing the public to know why we're doing this? Last night we've had this ongoing harbor sanitary violation the port is definitely in violation. We're not in compliance. We have already spent approximately \$75,000 in Harbor Sanitary upgrades. Our sewers failing right here by this bathroom, sewer pump at the old Chamber of Commerce, Zola's, three major was our fourth sewer.

**Female Participant:** Sergeant Stone.

**Roy:** Sergeant Stone. All those with other-- We're trying to comply with Harbor Sanitary because we have definitely been a violation. Our infrastructure is failing, many people hear about this stuff, it costs a lot of money, we're not in compliance

with them. I don't know who else we might not be in compliance with, I don't want to know, I don't want to not be in compliance anymore. We are making every effort to get a compliance and work with our neighbors, Harbor Sanitary and they are requiring sufficient sand separators in our bathroom at the beach. We were able to build years ago, it's obviously facing the weather, big seas, the sand driftwood, all the problems with the salt water getting in their system and eating up their pumps. It's a fact, it's happened, it's been happening. We had a board-board meeting last evening, Travis presented a plan, a master plan [phone rings] part of that master plan is-- Do you have that panel number three?

**Richard:** No I have my plan.

**Roy:** Anyway, part of the plan was headed up by Joe Spears. He did a lot of research, some other commissions has some input and we all agreed on item three of that solution including the Harbor Sanitary Board. Part of that solution is a temporary close the bathroom down, dig up the sewer line and cap that sewer line coming from the public restaurant. It will be closed, that will mean all Harbor Sanitary's needs are not allowing any sand to get into their system, can't, it's impossible. Travis and staffs plan, very good plan, it was accepted by the board last night to go into an engineering okay phase, a second phase. That plan will now go to an engineer the plan is, Travis is going to cut some trenches. He's going to install some different plum and he's going to separate the gray water from the black water. For example, by harbor sand.

There will be two major sand separators, the male restroom and the female restroom will have another one. There will be smaller sand separators inside the shower drains and the wash down drain in the restrooms Harbor Sanitary agreed to our plan last night like I said. Now it's going to an engineering phase. Those restaurants will be closed, k-railed, and sandbagged off for the winter and it Cane tides that are coming soon. That's what we're talking about when Travis asked us would we like to make a motion for him to pursue his plan that the Harbor Sanitary District has agreed to. If Richard would like to make a motion on that, I can make it-- Richard?

**Richard:** I'll make a motion that the Commission direct staff to close the bathroom, attribute them to the beach, putting k-rail security for the winter, dig up the line, cap it, and also permanently cap the RV ASAP, and then continue with your effort to recap the engineer and get some plans engineer ready to go there. That's my motion.

**Male Participant:** I second it.

**Roy:** Any discussion from the board? Danielle roll call please on contributes to motion.

**Danielle:** Ken?

**Ken:** Yes.

**Danielle:** Richard?

**Richard:** Yes.

**Danielle:** Roy?

**Roy:** Yes.

**Danielle:** Wes?

**Wes:** Yes.

**Danielle:** John?

**John:** Yes.

**Roy:** [unintelligible 02:04:58]

**Female Participant:** Thank you, commissioners, for considering that even though it wasn't on the agenda.

[background noise]

**Roy:** It's been a struggle to opportunities, but last night was a real step forward for Harbor Sanitary in the port of Brooklyn. So many things.

**Bill:** Commissioner, if we are going to take off [crosstalk] I just have to do. Thank you very much.

**Roy:** When you want to call Bill. You got our numbers.

**Bill:** Okay.

**Roy:** With that being said, are there any nonagenda related comments? Anybody would like to ask a question or make a comment? No? Thanks, everybody for coming. Meeting adjourned.

[02:05:57] [END OF AUDIO]



# Port of Brookings Harbor

## Financial Reports for October 2018

- Balance Sheet
- Port Profit & Loss
- Profit & Loss Budget Performance
- Profit & Loss Previous Year Comparison
- Beachfront RV Park Profit & Loss
- Boatyard Profit & Loss
- Commercial Retail Profit & Loss
- Commercial Retail Leases
- Fuel Dock Profit & Loss
- Marina & Administration Profit & Loss
- Property Ground Use Profit & Loss
- Capital Projects Activity
- Check Registers

**Port of Brookings Harbor  
Balance Sheet**  
As of October 31, 2018

|   | Oct 31, 18        |
|---|-------------------|
| <b>ASSETS</b>                                     |                   |
| <b>Current Assets</b>                             |                   |
| Checking/Savings                                  |                   |
| 1001 · CASH & CASH EQUIVALENTS                    | 48,845.57         |
| 1002 · General Funds Ckg Umpqua 3634              | 291,490.09        |
| 1005 · General Fund LGIP 6017                     | 340,335.66        |
| <b>Total 1001 · CASH &amp; CASH EQUIVALENTS</b>   | <b>340,335.66</b> |
| 1006 · Cash on Hand/Petty Cash                    | 1,989.55          |
| 1008 · Office/Financial Officer                   | 259.55            |
| 1010 · Fuel Dock Cash Drawer                      | 600.00            |
| 1012 · RV Park Cash Drawer                        | 930.00            |
| 1014 · Office/Reception Cash Drawer               | 200.00            |
| <b>Total 1006 · Cash on Hand/Petty Cash</b>       | <b>1,989.55</b>   |
| 1020 · RESTRICTED - CASH/EQUIVALENTS              |                   |
| 1022 · USDA BOND Umpqua MM 9529                   | 132,626.26        |
| 1024 · Capital Projects Umpqua 8018               | 2,500.00          |
| <b>Total 1022 · Debt Service Umpqua MM 8627</b>   | <b>132,626.26</b> |
| TELEHANDLER                                       | 500.76            |
| TRAVEL LIFT                                       | 2,000.00          |
| <b>Total 1028 · Debt Service Umpqua MM 8627</b>   | <b>2,500.76</b>   |
| 1030 · Oregon State Treasury LGIP                 |                   |
| 1032 · USDA Bond Fund LGIP 6021                   | 12,163.58         |
| 1036 · Reserve Fund LGIP 6018                     | 11,204.48         |
| 1038 · IFA Debt Service Fund LGIP 6020            | 43,410.36         |
| <b>Total 1030 · Oregon State Treasury LGIP</b>    | <b>66,778.42</b>  |
| <b>Total 1020 · RESTRICTED - CASH/EQUIVALENTS</b> | <b>204,405.44</b> |
| <b>Total Checking/Savings</b>                     | <b>546,730.65</b> |
| <b>Accounts Receivable</b>                        |                   |
| 1200 · Accounts Receivable Account                | 64,022.11         |
| <b>Total Accounts Receivable</b>                  | <b>64,022.11</b>  |
| <b>Other Current Assets</b>                       |                   |
| 1210 · A/R-Auditor Adjustment Account             | 32,891.00         |
| 1305 · FUEL Inventory                             | 32,045.16         |
| 1310 · Prepaid Insurance                          | 8,230.00          |
| 1320 · Due from Other Port Funds                  |                   |
| 1322 · Due from Capital Projects Fund             | 80,269.36         |
| <b>Total 1320 · Due from Other Port Funds</b>     | <b>80,269.36</b>  |

132

**Port of Brookings Harbor  
Balance Sheet**  
As of October 31, 2018

|   | Oct 31, 18           |
|---|----------------------|
| 1330 · Trans out to Other Port Funds              |                      |
| 1338 · Trans out to USDA Bond Fund                | 45,052.00            |
| 1340 · Trans out to Debt Service Fund             | 108,534.73           |
| <b>Total 1330 · Trans out to Other Port Funds</b> | <b>153,586.73</b>    |
| 1400 · RECEIVABLES                                |                      |
| 1402 · Tax Appropriations Receivable              | 22,893.00            |
| 1405 · Grants Receivables                         |                      |
| 1408 · Dock Renovation L16010                     | 41,578.00            |
| <b>Total 1405 · Grants Receivables</b>            | <b>41,578.00</b>     |
| <b>Total 1400 · RECEIVABLES</b>                   | <b>64,471.00</b>     |
| 1499 · Undeposited Funds                          | 783.26               |
| <b>Total Other Current Assets</b>                 | <b>372,276.51</b>    |
| <b>Total Current Assets</b>                       | <b>983,029.27</b>    |
| <b>Fixed Assets</b>                               |                      |
| 1600 · Fixed Asset                                |                      |
| 1605 · Construction in Progress                   | 1,537,645.75         |
| 1610 · Land                                       | 2,537,448.00         |
| 1615 · Idle & Impaired Assets                     | 557,163.00           |
| 1620 · Buildings & Docks                          | 14,504,923.68        |
| 1630 · Equipment                                  |                      |
| 1632 · 2017-50 BFMII Travelift                    | 343,750.00           |
| 1635 · 2017 Ford F250 Truck                       | 25,701.50            |
| 1636 · 2018 Genie Forklift GTH-1256               | 147,852.00           |
| 1638 · 2018 Ford F150 Truck                       | 20,552.82            |
| 1630 · Equipment - Other                          | 190,982.00           |
| <b>Total 1630 · Equipment</b>                     | <b>728,838.32</b>    |
| <b>Total 1600 · Fixed Asset</b>                   | <b>19,866,018.75</b> |
| 1690 · Allowance for depreciation                 | -5,123,949.00        |
| <b>Total Fixed Assets</b>                         | <b>14,742,069.75</b> |
| <b>Other Assets</b>                               |                      |
| 1440 · Harbor Sant District SDC Credit            | 198,661.36           |
| <b>Total Other Assets</b>                         | <b>198,661.36</b>    |
| <b>TOTAL ASSETS</b>                               | <b>15,923,760.38</b> |

133

**Port of Brookings Harbor  
Balance Sheet**  
As of October 31, 2018

|   | Oct 31, 18   |
|---|--------------|
| <b>LIABILITIES &amp; EQUITY</b>           |              |
| <b>Liabilities</b>                        |              |
| <b>Current Liabilities</b>                |              |
| Accounts Payable                          | 7,238.90     |
| 2000 · General Fund Accts Payable         | 24,783.98    |
| 2002 · Capital Projects Accts Payable     |              |
| Total Accounts Payable                    | 32,022.88    |
| Credit Cards                              |              |
| 2008 · RCU VISA ACCT                      | 2,304.98     |
| Total Credit Cards                        | 2,304.98     |
| Other Current Liabilities                 |              |
| 2012 · ACCRUED BENEFITS                   | 27,313.21    |
| 2013 · Accrued Int Payable-Restricted     | 81,705.00    |
| 2015 · DEFERRED REVENUE                   | 12,794.91    |
| 2020 · Security Deposits C/R              | 10,786.53    |
| 2022 · Key Deposit                        | 1,680.00     |
| 2026 · Deposits Payable                   | 1,000.00     |
| 2120 · Due to Other Port Funds            |              |
| 2122 · Due to Capital Projects Fund       | 80,269.36    |
| Total 2120 · Due to Other Port Funds      | 80,269.36    |
| 2130 · Trans in to Other Port Funds       |              |
| 2138 · Trans in to USDA Bond Fund         | 45,052.00    |
| 2140 · Trans in to Debt Service Fund      | 108,534.73   |
| Total 2130 · Trans in to Other Port Funds | 153,586.73   |
| 2150 · Current Portion of LT Debt         | 377,043.00   |
| Total Other Current Liabilities           | 746,178.74   |
| Total Current Liabilities                 | 780,506.60   |
| Long Term Liabilities                     |              |
| 2200 · Notes Payable                      |              |
| Revenue Bonds Payable                     |              |
| 2280 · USDA #97-02                        | 1,222,071.87 |
| Total Revenue Bonds Payable               | 1,222,071.87 |
| 2205 · 50 BFMIll Travelift Mobile Boat    | 243,568.58   |
| 2215 · 2018 Genie Reach Forklift          | 92,177.16    |
| 2235 · Land Purchase-Kyle Aubin           | 15,768.00    |

**Port of Brookings Harbor  
Balance Sheet**

As of October 31, 2018

|   | Oct 31, 18           |
|---|----------------------|
| 2250 · OEDD/Restructure Prin Pmts       |                      |
| IFA/OBDD LOANS                          |                      |
| 2256 · IFA/OBDD #520139/Boardwalk       | 72,075.61            |
| 2257 · IFA/OBDD #525172/RV Park Improv  | 133,415.80           |
| 2258 · IFA/OBDD #525176/Green Bldg      | 301,204.95           |
| 2259 · IFA/OBDD #525181/EurekaFishery   | 199,561.74           |
| Total IFA/OBDD LOANS                    | 706,258.10           |
| IFA/SPWF LOANS                          |                      |
| 2261 · IFA/SPWF L02009/Cold Storage     | 801,563.78           |
| 2263 · IFA/SPWF L96003/RV Park Beach    | 61,179.62            |
| 2264 · IFA/SPWF L98004/Dock Improv      | 214,713.05           |
| 2265 · L02001/Marine Fueling Dock       | 199,991.24           |
| 2266 · X03004/Eureka Fishery Invoice    | 215,506.90           |
| Total IFA/SPWF LOANS                    | 1,492,954.59         |
| Total 2250 · OEDD/Restructure Prin Pmts | 2,199,212.69         |
| Total 2200 · Notes Payable              | 3,772,798.30         |
| 2207 · Accrued interest payable         | 2,730,127.00         |
| 2290 · Less current portion             | -377,043.00          |
| Total Long Term Liabilities             | 6,125,882.30         |
| Total Liabilities                       | 6,906,388.90         |
| Equity                                  |                      |
| 2900 · Port Equity Account              | 7,897,913.63         |
| 3000 · Opening Bal Equity               | 198,661.36           |
| 3900 · RETAINED EARNINGS                | 588,437.11           |
| Net Income                              | 332,359.38           |
| Total Equity                            | 9,017,371.48         |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>   | <b>15,923,760.38</b> |

135



Port of Brookings Harbor  
 Port Profit & Loss  
 October 2018

Oct 18

Ordinary Income/Expense

Income

4100 · MARINA/ADMINISTRATION

|                               |          |
|-------------------------------|----------|
| 4120 · Finance Charges/Income | 141.29   |
| 4125 · Administrative Fees    | 94.95    |
| 4130 · Boat Launch            | 3,786.00 |
| 4135 · Storage                | 3,946.48 |
| 4140 · Other Revenue          | 100.00   |
| 4300 · MOORAGE                |          |

4310 · Commercial Slip Rent

|                               |           |
|-------------------------------|-----------|
| 4310 · Commercial Slip Rent   | 11,958.12 |
| 4320 · Recreational Slip Rent | 55,468.86 |
| 4325 · Transient              | 4,041.57  |
| 4330 · Liveaboard             | 900.00    |

4335 · Dock Box

|                 |  |
|-----------------|--|
| 4335 · Dock Box |  |
|-----------------|--|

4340 · Moorage Electric

|                         |          |
|-------------------------|----------|
| 4340 · Moorage Electric | 2,470.65 |
|-------------------------|----------|

4350 · Other Fees

|                   |  |
|-------------------|--|
| 4350 · Other Fees |  |
|-------------------|--|

Total 4300 · MOORAGE

|                      |                  |
|----------------------|------------------|
| Total 4300 · MOORAGE | <u>74,839.20</u> |
|----------------------|------------------|

Total 4100 · MARINA/ADMINISTRATION

|                                    |                  |
|------------------------------------|------------------|
| Total 4100 · MARINA/ADMINISTRATION | <u>82,907.92</u> |
|------------------------------------|------------------|

4200 · COMMERCIAL RETAIL

4210 · Commercial Retail Lease

|                                |           |
|--------------------------------|-----------|
| 4210 · Commercial Retail Lease | 41,742.90 |
|--------------------------------|-----------|

4211 · CR/ Electric

|                     |       |
|---------------------|-------|
| 4211 · CR/ Electric | 60.88 |
|---------------------|-------|

4212 · CR/ Water

|                  |       |
|------------------|-------|
| 4212 · CR/ Water | 90.00 |
|------------------|-------|

4214 · CR/ Sewer

|                  |        |
|------------------|--------|
| 4214 · CR/ Sewer | 166.82 |
|------------------|--------|

4222 · CPI-J

|              |        |
|--------------|--------|
| 4222 · CPI-J | 784.60 |
|--------------|--------|

|                                |                  |
|--------------------------------|------------------|
| Total 4200 · COMMERCIAL RETAIL | <u>42,845.20</u> |
|--------------------------------|------------------|

4400 · RV PARK

4410 · Space Rental

|                     |           |
|---------------------|-----------|
| 4410 · Space Rental | 47,369.00 |
|---------------------|-----------|

4440 · Laundry & Showers

|                          |        |
|--------------------------|--------|
| 4440 · Laundry & Showers | 545.10 |
|--------------------------|--------|

4450 · Wood Sales

|                   |        |
|-------------------|--------|
| 4450 · Wood Sales | 250.00 |
|-------------------|--------|

4460 · Dump Charges

|                     |       |
|---------------------|-------|
| 4460 · Dump Charges | 10.00 |
|---------------------|-------|

4470 · Misc Purchases & Sales

|                               |        |
|-------------------------------|--------|
| 4470 · Misc Purchases & Sales | 202.00 |
|-------------------------------|--------|

|                      |                  |
|----------------------|------------------|
| Total 4400 · RV PARK | <u>48,376.10</u> |
|----------------------|------------------|

136

Port of Brookings Harbor  
**Port Profit & Loss**  
 October 2018

|                                   | <u>Oct 18</u>     |
|-----------------------------------|-------------------|
| 4500 · FUEL SALES                 |                   |
| 4505 · DIESEL                     | 31,778.32         |
| 4510 · GAS                        | 2,250.81          |
| 4515 · OTHER FUEL SALES           | 946.19            |
| Total 4500 · FUEL SALES           | <u>34,975.32</u>  |
| 4600 · BOATYARD                   |                   |
| 4630 · Other Services & Sales     | 980.00            |
| 4635 · Travel Lift Haul Out       | 3,407.60          |
| 4645 · Telehandler                | 720.00            |
| 4655 · Yard Days                  | 2,472.60          |
| Total 4600 · BOATYARD             | <u>7,580.20</u>   |
| 4900 · PROPERTY GROUND USE        |                   |
| 4910 · Grounds Use Fee            | 140.00            |
| Total 4900 · PROPERTY GROUND USE  | <u>140.00</u>     |
| Total Income                      | <u>216,824.74</u> |
| Gross Profit                      | <u>216,824.74</u> |
| Expense                           |                   |
| 5000 · PERSONNEL SERVICES/PAYROLL |                   |
| 5010 · WAGES & SALARIES           |                   |
| 5012 · OFFICE STAFF               |                   |
| 5016 · Wages/Port Office          | 8,158.22          |
| 5018 · Wages/RV Park              | 3,185.27          |
| Total 5012 · OFFICE STAFF         | <u>11,343.49</u>  |
| 5020 · OPERATIONS STAFF           |                   |
| 5021 · Wages/Boatyard             | 2,205.87          |
| 5022 · Wages/Comm Retail          | 253.53            |
| 5023 · Wages/Fuel Dock            | 606.96            |
| 5024 · Wages/Land Use             | 53.02             |
| 5025 · Wages/Marina               | 4,353.66          |
| 5026 · Wages/RV Park              | 1,156.36          |
| Total 5020 · OPERATIONS STAFF     | <u>8,629.40</u>   |
| 5040 · OVERTIME                   |                   |

Port of Brookings Harbor  
 Port Profit & Loss  
 October 2018

|   | <u>Oct 18</u>    |
|---|------------------|
| 5042 · OFFICE/OVERTIME                              |                  |
| 5044 · Overtime/Port Office                         | 116.02           |
| 5046 · Overtime/RV Park Office                      | 266.11           |
| <u>Total 5042 · OFFICE/OVERTIME</u>                 | <u>382.13</u>    |
| 5050 · OPERATIONS/OVERTIME                          |                  |
| 5053 · Overtime/Fuel Dock                           | 156.77           |
| <u>Total 5050 · OPERATIONS/OVERTIME</u>             | <u>156.77</u>    |
| <u>Total 5040 · OVERTIME</u>                        | <u>538.90</u>    |
| <u>Total 5010 · WAGES &amp; SALARIES</u>            | <u>20,511.79</u> |
| 5060 · EMPLOYEE COSTS & BENEFITS                    |                  |
| 5068 · Vacation                                     | 3,696.65         |
| 5070 · Payroll Taxes                                | 2,399.39         |
| 5076 · Health Care and Dental                       | 4,854.64         |
| 5090 · SEP Retirement                               |                  |
| 5094 · Office                                       | 932.31           |
| 5096 · Operations                                   | 1,442.94         |
| <u>Total 5090 · SEP Retirement</u>                  | <u>2,375.25</u>  |
| <u>Total 5060 · EMPLOYEE COSTS &amp; BENEFITS</u>   | <u>13,325.93</u> |
| <u>Total 5000 · PERSONNEL SERVICES/PAYROLL</u>      | <u>33,837.72</u> |
| 6001 · ADVERTISING & NOTIFICATIONS                  |                  |
| 6002 · Marketing & Advertising                      | 544.88           |
| 6004 · Legal Notices                                | 602.06           |
| <u>Total 6001 · ADVERTISING &amp; NOTIFICATIONS</u> | <u>1,146.94</u>  |
| 6100 · REPAIRS & MAINTENANCE                        |                  |
| 6110 · Maintenance & Repairs                        | 3,346.06         |
| 6115 · Services & Supplies                          | 6,771.99         |
| 6120 · Landscaping & Beautification                 | 1,075.00         |
| 6125 · Tools-Under \$5,000                          | 505.43           |
| 6136 · Security Contract                            | 2,000.00         |
| <u>Total 6100 · REPAIRS &amp; MAINTENANCE</u>       | <u>13,698.48</u> |
| 6150 · FUEL purchased for resale                    | 30,269.94        |
| 6200 · UTILITIES                                    |                  |

138

Port of Brookings Harbor  
 Port Profit & Loss  
 October 2018

|   | <u>Oct 18</u>           |
|---|-------------------------|
| 6210 · Telecommunications                               | 752.08                  |
| 6220 · Electric   | 7,516.01                |
| 6230 · Water  | 1,914.94                |
| 6240 · Sanitary   | 5,206.99                |
| 6250 · Waste Management                                 | 7,424.52                |
| 6260 · Cable TV   | 997.28                  |
| <b>Total 6200 · UTILITIES</b>                           | <b><u>23,811.82</u></b> |
| 6300 · OFFICE EXPENSE                                   |                         |
| 6315 · Office Services & Supplies                       | 299.94                  |
| 6320 · Leased Equipment(inc'l'g copler)                 | 1,540.29                |
| 6330 · Dues, Subs & Pubs                                | 349.99                  |
| 6345 · Postage  | 500.00                  |
| <b>Total 6300 · OFFICE EXPENSE</b>                      | <b><u>2,690.22</u></b>  |
| 6350 · BANK SERVICE & FINANCE FEES                      |                         |
| 6335 · Merchant Services Fees                           | 3,517.17                |
| 6360 · Bank Service Charge/Fees                         | 15.77                   |
| 6365 · Finance Charge/Late Fee                          | -6.11                   |
| <b>Total 6350 · BANK SERVICE &amp; FINANCE FEES</b>     | <b><u>3,526.83</u></b>  |
| 6400 · TRAVEL & ENTERTAINMENT                           |                         |
| 6425 · Mileage Reimbursement                            | 3.82                    |
| <b>Total 6400 · TRAVEL &amp; ENTERTAINMENT</b>          | <b><u>3.82</u></b>      |
| 6500 · PERMITS, LICENSES, TAXES & MISC                  |                         |
| 6625 · Lodging Taxes                                    | 5,129.10                |
| 6545 · Taxes-Property                                   | 62.79                   |
| <b>Total 6500 · PERMITS, LICENSES, TAXES &amp; MISC</b> | <b><u>5,191.89</u></b>  |
| 6600 · BAD DEBT   | 12,649.89               |
| 6900 · PROFESSIONAL FEES                                |                         |
| 6924 · Management Consulting                            | 3,000.00                |
| 6935 · Legal  | 1,740.95                |
| 6945 · IT Support/Services                              | 5,169.00                |
| 6955 · Payroll Administration Fee                       | 229.60                  |
| <b>Total 6900 · PROFESSIONAL FEES</b>                   | <b><u>10,139.55</u></b> |

139

Port of Brookings Harbor  
 Port Profit & Loss  
 October 2018

|  |                         |
|--|-------------------------|
|  | <u>Oct 18</u>           |
| Total Expense                              | 136,967.10              |
| Net Ordinary Income                        | <u>79,857.64</u>        |
| Other Income/Expense                       |                         |
| Other Income                               |                         |
| 7000 · PROPERTY TAX                        |                         |
| 7010 · Previously Levied Tax               | 595.49                  |
| 7020 · Current Tax Levy                    | 36.04                   |
| Total 7000 · PROPERTY TAX                  | <u>631.53</u>           |
| 7100 · INTEREST & DIVIDENDS INCOME         | 979.28                  |
| 7110 · MISC INCOME                         |                         |
| 7120 · Restitution & Settlements           | 100.00                  |
| 7136 · Worker's Comp. Refund               | 988.53                  |
| Total 7110 · MISC INCOME                   | <u>1,088.53</u>         |
| Total Other Income                         | <u>2,699.34</u>         |
| Other Expense                              |                         |
| 8300 · HMGP-FEMA & GRANTS EXPENSE          |                         |
| 8310 · FEMA - DR4258-OR-7 B 1 Piling       |                         |
| 8312 · PW319 Engineering/Architectural     | 2,890.00                |
| 8314 · PW319 Const.-Materials,Supplies     | 7,398.64                |
| 8316 · PW319 Labor Expenses                | 1,748.51                |
| Total 8310 · FEMA - DR4258-OR-7 B 1 Piling | <u>12,037.15</u>        |
| Total 8300 · HMGP-FEMA & GRANTS EXPENSE    | <u>12,037.15</u>        |
| 8400 · DEBT SERVICE FUND                   |                         |
| 8430 · Paid Interest                       |                         |
| 8443 · 50 BFMII Travelift Interest         | 1,128.21                |
| 8444 · 2018 Genie Forklift Interest        | 466.21                  |
| Total 8430 · Paid Interest                 | <u>1,594.42</u>         |
| Total 8400 · DEBT SERVICE FUND             | <u>1,594.42</u>         |
| Total Other Expense                        | <u>13,631.57</u>        |
| Net Other Income                           | <u>-10,932.23</u>       |
| Net Income                                 | <u><u>68,925.41</u></u> |

146

**Port of Brookings Harbor**  
**Profit & Loss Budget Performance**  
 July 2018 through June 2019

Accrual Basis

|                                      | Jul '18 - Jun 19    | Budget              | % of Budget   |
|--------------------------------------|---------------------|---------------------|---------------|
| <b>Ordinary Income/Expense</b>       |                     |                     |               |
| <b>Income</b>                        |                     |                     |               |
| 4100 · MARINA/ADMINISTRATION         | 346,786.51          | 620,400.00          | 55.9%         |
| 4200 · COMMERCIAL RETAIL             | 221,663.48          | 522,700.00          | 42.4%         |
| 4400 · RV PARK                       | 366,758.61          | 576,349.00          | 63.6%         |
| 4500 · FUEL SALES                    | 317,352.18          | 458,516.00          | 69.2%         |
| 4600 · BOATYARD                      | 36,429.35           | 104,437.00          | 34.9%         |
| 4900 · PROPERTY GROUND USE           | 4,270.00            | 5,000.00            | 85.4%         |
| <b>Total Income</b>                  | <b>1,293,260.13</b> | <b>2,287,402.00</b> | <b>56.5%</b>  |
| <b>Gross Profit</b>                  | <b>1,293,260.13</b> | <b>2,287,402.00</b> | <b>56.5%</b>  |
| <b>Expense</b>                       |                     |                     |               |
| 5000 · PERSONNEL SERVICES/PAYR...    | 179,011.19          | 666,748.26          | 27.3%         |
| 6001 · ADVERTISING & NOTIFICATIONS   | 5,031.22            | 12,169.00           | 41.3%         |
| 6100 · REPAIRS & MAINTENANCE         | 82,871.40           | 329,593.29          | 25.1%         |
| 6150 · FUEL purchased for resale     | 269,177.64          | 373,543.00          | 72.1%         |
| 6200 · UTILITIES                     | 118,948.03          | 280,891.00          | 42.3%         |
| 6300 · OFFICE EXPENSE                | 23,109.65           | 48,004.00           | 48.1%         |
| 6350 · BANK SERVICE & FINANCE FE...  | 19,623.72           | 26,803.95           | 73.2%         |
| 6400 · TRAVEL & ENTERTAINMENT        | 643.71              | 2,725.00            | 23.6%         |
| 6500 · PERMITS, LICENSES, TAXES &... | 8,216.74            | 19,062.95           | 43.1%         |
| 6585 · HARBOR RFPD SERVICE           |                     | 15,000.00           |               |
| 6600 · BAD DEBT                      | 12,649.89           | 6,482.00            | 195.2%        |
| 6800 · INSURANCE; PROP & CAS, BO...  | 38,327.00           | 101,299.16          | 37.8%         |
| 6900 · PROFESSIONAL FEES             | 43,116.18           | 125,921.00          | 34.2%         |
| <b>Total Expense</b>                 | <b>800,726.37</b>   | <b>1,997,242.61</b> | <b>40.1%</b>  |
| <b>Net Ordinary Income</b>           | <b>492,533.76</b>   | <b>290,159.39</b>   | <b>169.7%</b> |
| <b>Other Income/Expense</b>          |                     |                     |               |
| <b>Other Income</b>                  |                     |                     |               |

II

**Port of Brookings Harbor**  
**Profit & Loss Budget Performance**

July 2018 through June 2019

Accrual Basis

|                                      | Jul '18 - Jun 19 | Budget       | % of Budget |
|--------------------------------------|------------------|--------------|-------------|
| 7000 · PROPERTY TAX                  | 50,408.21        | 222,504.00   | 22.7%       |
| 7100 · INTEREST & DIVIDENDS INCOME   | 3,061.34         | 3,616.24     | 84.7%       |
| 7110 · MISC INCOME                   | 1,513.53         | 31,384.00    | 4.8%        |
| 7170 · Sale of Assets                |                  | 184,000.00   |             |
| 7200 · GRANT REVENUES                | 8,415.98         | 321,760.86   | 2.6%        |
| 7300 · FEMA REVENUE                  | 3,600.88         |              |             |
| 7400 · HMGFP-FEMA & GRANTS REVENUE   |                  | 2,375,958.00 |             |
| Total Other Income                   | 66,999.94        | 3,139,223.10 | 2.1%        |
| Other Expense                        |                  |              |             |
| 7700 · CAPITAL OUTLAYS; GENERAL F... | 17,763.12        | 32,433.82    | 54.8%       |
| 8100 · FEMA EXPENSES                 |                  | 15,000.00    |             |
| 8200 · GRANT EXPENSES                | 28,199.90        | 330,354.30   | 8.5%        |
| 8300 · HMGFP-FEMA & GRANTS EXPENSE   | 1,550.00         | 1,844,903.81 | 0.1%        |
| 8400 · DEBT SERVICE FUND             | 7,067.35         | 19,333.83    | 36.6%       |
| 8600 · USDA REVENUE BOND             | 61,084.39        | 64,390.09    | 94.9%       |
| Total Other Expense                  | 115,664.76       | 2,306,415.85 | 5.0%        |
| Net Other Income                     | -48,664.82       | 832,807.25   | -5.8%       |
| Net Income                           | 443,868.94       | 1,122,966.64 | 39.5%       |

142

Port of Brookings Harbor  
 Profit & Loss Pervious Year Comparison  
 October 2018

|   | Oct 18           | Oct 17           | \$ Change        | % Change      |
|---|------------------|------------------|------------------|---------------|
| <b>Ordinary Income/Expense</b>            |                  |                  |                  |               |
| <b>Income</b>                             |                  |                  |                  |               |
| <b>4100 · MARINA/ADMINISTRATION</b>       |                  |                  |                  |               |
| 4120 · Finance Charges/Income             | 141.29           | -43.08           | 184.37           | 427.97%       |
| 4125 · Administrative Fees                | 94.95            | 25.00            | 69.95            | 279.8%        |
| 4130 · Boat Launch                        | 3,786.00         | 3,215.00         | 571.00           | 17.76%        |
| 4135 · Storage                            | 3,946.48         | 2,159.00         | 1,787.48         | 82.79%        |
| 4140 · Other Revenue                      | 100.00           | 818.40           | -718.40          | -87.78%       |
| <b>4300 · MOORAGE</b>                     |                  |                  |                  |               |
| 4310 · Commercial Slip Rent               | 11,958.12        | 8,573.29         | 3,384.83         | 39.48%        |
| 4320 · Recreational Slip Rent             | 55,468.86        | 32,104.19        | 23,364.67        | 72.78%        |
| 4325 · Transient                          | 4,041.57         | 754.04           | 3,287.53         | 435.99%       |
| 4330 · Liveboard                          | 900.00           |                  | 900.00           | 100.0%        |
| 4335 · Dock Box                           |                  |                  |                  |               |
| 4340 · Moorage Electric                   | 2,470.65         | 1,187.09         | 1,283.56         | 108.13%       |
| 4350 · Other Fees                         | 600.00           |                  | -600.00          | -100.0%       |
| <b>Total 4300 · MOORAGE</b>               | <b>74,839.20</b> | <b>43,218.61</b> | <b>31,620.59</b> | <b>73.16%</b> |
| <b>Total 4100 · MARINA/ADMINISTRATION</b> | <b>82,907.92</b> | <b>49,392.93</b> | <b>33,514.99</b> | <b>67.85%</b> |
| <b>4200 · COMMERCIAL RETAIL</b>           |                  |                  |                  |               |
| 4210 · Commercial Retail Lease            | 41,742.90        | 41,346.15        | 396.75           | 0.98%         |
| 4211 · CR/ Electric                       | 60.88            | 62.51            | -1.63            | -2.61%        |
| 4212 · CR/ Water                          | 90.00            | 79.00            | 11.00            | 13.92%        |
| 4214 · CR/ Sewer                          | 166.82           | 32.08            | 134.74           | 420.01%       |
| 4215 · Property Tax                       | 784.60           | 168.75           | -168.75          | -100.0%       |
| 4222 · CPI-U                              | 102.27           |                  | 682.33           | 667.19%       |
| <b>Total 4200 · COMMERCIAL RETAIL</b>     | <b>42,845.20</b> | <b>41,790.76</b> | <b>1,054.44</b>  | <b>2.52%</b>  |
| <b>4400 · RV PARK</b>                     |                  |                  |                  |               |
| 4410 · Space Rental                       | 47,369.00        | 38,903.00        | 8,466.00         | 21.76%        |
| 4440 · Laundry & Showers                  | 545.10           | 524.07           | 21.03            | 4.01%         |
| 4450 · Wood Sales                         | 250.00           | 170.00           | 80.00            | 47.06%        |
| 4460 · Dump Charges                       | 10.00            |                  | 10.00            | 100.0%        |
| 4470 · Misc Purchases & Sales             | 202.00           | 115.00           | 87.00            | 75.65%        |

143



**Port of Brookings Harbor  
Profit & Loss Pervious Year Comparison  
October 2018**

|  | Oct 18     | Oct 17     | \$ Change | % Change |
|--|------------|------------|-----------|----------|
| <b>Total 4400 · RV PARK</b>              | 48,376.10  | 39,712.07  | 8,664.03  | 21.82%   |
| <b>4500 · FUEL SALES</b>                 |            |            |           |          |
| 4505 · DIESEL                            | 31,778.32  | 16,443.32  | 15,335.00 | 93.26%   |
| 4510 · GAS                               | 2,250.81   | 1,541.14   | 709.67    | 46.05%   |
| 4515 · OTHER FUEL SALES                  | 946.19     | 440.80     | 505.39    | 114.65%  |
| <b>Total 4500 · FUEL SALES</b>           | 34,975.32  | 18,425.26  | 16,550.06 | 89.82%   |
| <b>4600 · BOATYARD</b>                   |            |            |           |          |
| 4630 · Other Services & Sales            | 980.00     | 1,668.75   | -688.75   | -41.27%  |
| 4635 · Travel Lift Haul Out              | 3,407.60   | 1,245.50   | 2,162.10  | 173.59%  |
| 4640 · Labor                             | 720.00     | 200.00     | -200.00   | -100.0%  |
| 4645 · Telehandler                       | 2,472.60   | 6,933.30   | -4,460.70 | -64.34%  |
| 4655 · Yard Days                         | 7,580.20   | 10,047.55  | -2,467.35 | -24.56%  |
| <b>Total 4600 · BOATYARD</b>             | 140.00     | 150.00     | -10.00    | -6.67%   |
| <b>4900 · PROPERTY GROUND USE</b>        |            |            |           |          |
| 4910 · Grounds Use Fee                   | 140.00     | 150.00     | -10.00    | -6.67%   |
| <b>Total 4900 · PROPERTY GROUND USE</b>  | 216,824.74 | 159,518.57 | 57,306.17 | 35.92%   |
| <b>Total Income</b>                      | 216,824.74 | 159,518.57 | 57,306.17 | 35.92%   |
| <b>Gross Profit</b>                      |            |            |           |          |
| <b>Expense</b>                           |            |            |           |          |
| <b>5000 · PERSONNEL SERVICES/PAYROLL</b> |            |            |           |          |
| <b>5010 · WAGES &amp; SALARIES</b>       |            |            |           |          |
| <b>5012 · OFFICE STAFF</b>               |            |            |           |          |
| 5014 · Salary/Port Manager               | 6,058.08   |            | -6,058.08 | -100.0%  |
| 5016 · Wages/Port Office                 | 8,158.22   | 7,436.44   | 721.78    | 9.71%    |
| 5018 · Wages/RV Park                     | 3,185.27   | 3,697.97   | -512.70   | -13.86%  |
| <b>Total 5012 · OFFICE STAFF</b>         | 11,343.49  | 17,192.49  | -5,849.00 | -34.02%  |
| <b>5020 · OPERATIONS STAFF</b>           |            |            |           |          |
| 5021 · Wages/Boatyard                    | 2,205.87   | 2,553.60   | -347.73   | -13.62%  |
| 5022 · Wages/Comm Retail                 | 253.53     | 806.80     | -553.27   | -68.58%  |
| 5023 · Wages/Fuel Dock                   | 606.96     | 387.98     | 218.98    | 56.44%   |
| 5024 · Wages/Land Use                    | 53.02      | 63.00      | -9.98     | -15.84%  |
| 5025 · Wages/Marina                      | 4,353.66   | 5,615.01   | -1,261.35 | -22.46%  |

14

**Port of Brookings Harbor  
Profit & Loss Pervious Year Comparison  
October 2018**

|   | Oct 18           | Oct 17           | \$ Change        | % Change       |
|---|------------------|------------------|------------------|----------------|
| 5026 · Wages/RV Park                              | 1,156.36         |                  | 1,156.36         | 100.0%         |
| 5028 · Wages/Capital Projects                     |                  | 227.59           | -227.59          | -100.0%        |
| <b>Total 5020 · OPERATIONS STAFF</b>              | <b>8,629.40</b>  | <b>9,653.98</b>  | <b>-1,024.58</b> | <b>-10.61%</b> |
| 5040 · OVERTIME                                   |                  |                  |                  |                |
| 5042 · OFFICE/OVERTIME                            |                  |                  |                  |                |
| 5044 · Overtime/Port Office                       | 116.02           | 218.14           | -102.12          | -46.81%        |
| 5046 · Overtime/RV Park Office                    | 266.11           | 345.32           | -79.21           | -22.94%        |
| <b>Total 5042 · OFFICE/OVERTIME</b>               | <b>382.13</b>    | <b>563.46</b>    | <b>-181.33</b>   | <b>-32.18%</b> |
| 5050 · OPERATIONS/OVERTIME                        |                  |                  |                  |                |
| 5051 · Overtime/Boatyard                          | 177.39           | 177.39           | -177.39          | -100.0%        |
| 5052 · Overtime/Comm Retail                       | 120.49           | 120.49           | -120.49          | -100.0%        |
| 5053 · Overtime/Fuel Dock                         | 156.77           | 75.60            | 81.17            | 107.37%        |
| 5055 · Overtime/Marina                            | 248.84           | 248.84           | -248.84          | -100.0%        |
| <b>Total 5050 · OPERATIONS/OVERTIME</b>           | <b>156.77</b>    | <b>622.32</b>    | <b>-465.55</b>   | <b>-74.81%</b> |
| <b>Total 5040 · OVERTIME</b>                      | <b>538.90</b>    | <b>1,185.78</b>  | <b>-646.88</b>   | <b>-54.55%</b> |
| <b>Total 5010 · WAGES &amp; SALARIES</b>          | <b>20,511.79</b> | <b>28,032.25</b> | <b>-7,520.46</b> | <b>-26.83%</b> |
| 5060 · EMPLOYEE COSTS & BENEFITS                  |                  |                  |                  |                |
| 5068 · Vacation                                   | 3,696.65         | 1,517.78         | 2,178.87         | 143.56%        |
| 5070 · Payroll Taxes                              | 2,399.39         | 2,956.95         | -557.56          | -18.86%        |
| 5074 · Personal Vehicle Allowance                 |                  | 277.00           | -277.00          | -100.0%        |
| 5076 · Health Care and Dental                     | 4,854.64         | 5,451.25         | -596.61          | -10.94%        |
| 5090 · SEP Retirement                             |                  |                  |                  |                |
| 5092 · Port Manager                               |                  | 633.50           | -633.50          | -100.0%        |
| 5094 · Office                                     | 932.31           | 1,071.82         | -139.51          | -13.02%        |
| 5096 · Operations                                 | 1,442.94         | 1,277.33         | 165.61           | 12.97%         |
| <b>Total 5090 · SEP Retirement</b>                | <b>2,375.25</b>  | <b>2,982.65</b>  | <b>-607.40</b>   | <b>-20.36%</b> |
| <b>Total 5060 · EMPLOYEE COSTS &amp; BENEFITS</b> | <b>13,325.93</b> | <b>13,185.63</b> | <b>140.30</b>    | <b>1.06%</b>   |
| <b>Total 5000 · PERSONNEL SERVICES/PAYROLL</b>    | <b>33,837.72</b> | <b>41,217.88</b> | <b>-7,380.16</b> | <b>-17.91%</b> |
| 6001 · ADVERTISING & NOTIFICATIONS                |                  |                  |                  |                |
| 6002 · Marketing & Advertising                    | 544.88           | 830.00           | -285.12          | -34.35%        |
| 6004 · Legal Notices                              | 602.06           |                  | 602.06           | 100.0%         |

145

**Port of Brookings Harbor  
Profit & Loss Pervious Year Comparison  
October 2018**

|   | Oct 18    | Oct 17    | \$ Change  | % Change  |
|---|-----------|-----------|------------|-----------|
| <b>Total 6001 · ADVERTISING &amp; NOTIFICATIONS</b> | 1,146.94  | 830.00    | 316.94     | 38.19%    |
| <b>6100 · REPAIRS &amp; MAINTENANCE</b>             |           |           |            |           |
| 6110 · Maintenance & Repairs                        | 3,346.06  | 7,818.04  | -4,471.98  | -57.2%    |
| 6115 · Services & Supplies                          | 6,771.99  | 20,849.10 | -14,077.11 | -67.52%   |
| 6120 · Landscaping & Beautification                 | 1,075.00  | 1,075.00  | 0.00       | 100.0%    |
| 6125 · Tools-Under \$5,000                          | 505.43    | 124.96    | 380.47     | 304.47%   |
| 6135 · Security Contract                            | 2,000.00  | 1,045.00  | 955.00     | 91.39%    |
| <b>Total 6100 · REPAIRS &amp; MAINTENANCE</b>       | 13,698.48 | 29,837.10 | -16,138.62 | -54.09%   |
| <b>6150 · FUEL purchased for resale</b>             | 30,269.94 | 10,014.06 | 20,255.88  | 202.27%   |
| <b>6200 · UTILITIES</b>                             |           |           |            |           |
| 6210 · Telecommunications                           | 752.08    | 1,152.76  | -400.68    | -34.76%   |
| 6220 · Electric                                     | 7,516.01  | 6,881.99  | 634.02     | 9.21%     |
| 6230 · Water  | 1,914.94  | 1,525.92  | 389.02     | 25.49%    |
| 6240 · Sanitary                                     | 5,206.99  | 2,752.08  | 2,454.91   | 89.2%     |
| 6250 · Waste Management                             | 7,424.52  | 12,165.83 | -4,741.31  | -38.97%   |
| 6260 · Cable TV                                     | 997.28    | 456.99    | 540.29     | 118.23%   |
| 6270 · Propane Gas                                  | 76.55     | 76.55     | 0.00       | 100.0%    |
| <b>Total 6200 · UTILITIES</b>                       | 23,811.82 | 25,012.12 | -1,200.30  | -4.8%     |
| <b>6300 · OFFICE EXPENSE</b>                        |           |           |            |           |
| 6315 · Office Services & Supplies                   | 299.94    | 141.32    | 158.62     | 112.24%   |
| 6320 · Leased Equipment(inc'l'g copier)             | 1,540.29  | 1,394.98  | 145.31     | 10.42%    |
| 6330 · Dues, Subs & Pubs                            | 349.99    | 349.99    | 0.00       | 100.0%    |
| 6345 · Postage                                      | 500.00    | 20.14     | 479.86     | 2,382.62% |
| <b>Total 6300 · OFFICE EXPENSE</b>                  | 2,690.22  | 1,556.44  | 1,133.78   | 72.84%    |
| <b>6350 · BANK SERVICE &amp; FINANCE FEES</b>       |           |           |            |           |
| 6335 · Merchant Services Fees                       | 3,517.17  | 2,105.52  | 1,411.65   | 67.05%    |
| 6360 · Bank Service Charge/Fees                     | 15.77     | 2.83      | 12.94      | 457.24%   |
| 6365 · Finance Charge/Late Fee                      | -6.11     | -6.11     | 0.00       | 100.0%    |
| <b>Total 6350 · BANK SERVICE &amp; FINANCE FEES</b> | 3,526.83  | 2,108.35  | 1,418.48   | 67.28%    |
| <b>6400 · TRAVEL &amp; ENTERTAINMENT</b>            |           |           |            |           |
| 6425 · Mileage Reimbursement                        | 3.82      | 127.87    | -124.05    | -97.01%   |
| <b>Total 6400 · TRAVEL &amp; ENTERTAINMENT</b>      | 3.82      | 127.87    | -124.05    | -97.01%   |

146

**Port of Brookings Harbor  
Profit & Loss Pervious Year Comparison  
October 2018**

|   | Oct 18     | Oct 17     | \$ Change  | % Change  |
|---|------------|------------|------------|-----------|
| <b>6500 · PERMITS, LICENSES, TAXES &amp; MISC</b>       |            |            |            |           |
| 6510 · Conferences/Education/Meetings                   | 5,129.10   | 158.52     | -158.52    | -100.0%   |
| 6525 · Lodging Taxes                                    | 62.79      | 4,113.56   | 1,015.54   | 24.69%    |
| 6545 · Taxes-Property                                   | 92.00      | 675.09     | -612.30    | -90.7%    |
| 6575 · Permits & Licenses                               | 5,191.89   | 92.00      | -92.00     | -100.0%   |
| <b>Total 6500 · PERMITS, LICENSES, TAXES &amp; MISC</b> | 12,649.89  | 5,039.17   | 152.72     | 3.03%     |
| 6600 · BAD DEBT   | 8,187.35   | 499.07     | 12,150.82  | 2,434.69% |
| <b>6800 · INSURANCE; PROP &amp; CAS, BOND</b>           |            |            |            |           |
| 6900 · PROFESSIONAL FEES                                | 3,000.00   | 3,000.00   | -3,000.00  | -100.0%   |
| 6920 · Audit  | 1,740.95   | 2,486.25   | -755.30    | -30.26%   |
| 6924 · Management Consulting                            | 5,169.00   | 5,504.00   | -335.00    | -6.09%    |
| 6935 · Legal  | 229.60     | 226.70     | 2.90       | 1.28%     |
| 6945 · IT Support/Services                              | 10,139.55  | 11,226.95  | -1,087.40  | -9.69%    |
| 6955 · Payroll Administration Fee                       | 136,967.10 | 135,656.36 | 1,310.74   | 0.97%     |
| <b>Total 6900 · PROFESSIONAL FEES</b>                   | 79,857.64  | 23,882.21  | 55,995.43  | 234.66%   |
| <b>Net Ordinary Income</b>                              |            |            |            |           |
| <b>Other Income/Expense</b>                             |            |            |            |           |
| Other Income  |            |            |            |           |
| <b>7000 · PROPERTY TAX</b>                              |            |            |            |           |
| 7010 · Previously Levied Tax                            | 595.49     | 514.04     | 81.45      | 15.85%    |
| 7020 · Current Tax Levy                                 | 36.04      | 101.83     | -65.79     | -64.61%   |
| <b>Total 7000 · PROPERTY TAX</b>                        | 631.53     | 615.87     | 15.66      | 2.54%     |
| <b>7100 · INTEREST &amp; DIVIDENDS INCOME</b>           | 979.28     | 21.03      | 958.25     | 4,556.59% |
| <b>7110 · MISC INCOME</b>                               |            |            |            |           |
| 7120 · Restitution & Settlements                        | 100.00     |            | 100.00     | 100.0%    |
| 7135 · Worker's Comp. Refund                            | 988.53     |            | 988.53     | 100.0%    |
| 7140 · Workers' Compensation Claims                     | 3,704.23   |            | -3,704.23  | -100.0%   |
| 7110 · MISC INCOME - Other                              | 24,262.25  |            | -24,262.25 | -100.0%   |
| <b>Total 7110 · MISC INCOME</b>                         | 1,088.53   | 27,966.48  | -26,877.95 | -96.11%   |
| <b>7200 · GRANT REVENUES</b>                            |            |            |            |           |
| 7240 · MAP Grant  |            | -40.00     | 40.00      | 100.0%    |

5

**Port of Brookings Harbor  
Profit & Loss Pervious Year Comparison  
October 2018**

|  | Oct 18     | Oct 17    | \$ Change  | % Change |
|--|------------|-----------|------------|----------|
| <b>Total 7200 · GRANT REVENUES</b>                 |            |           |            |          |
| Total Other Income                                 | 2,699.34   | 28,563.38 | -25,864.04 | -90.55%  |
| <b>Other Expense</b>                               |            |           |            |          |
| <b>8200 · GRANT EXPENSES</b>                       |            |           |            |          |
| 8210 · Parking Improvement Grant #1481             |            | 407.52    | -407.52    | -100.0%  |
| <b>Total 8200 · GRANT EXPENSES</b>                 |            | 407.52    | -407.52    | -100.0%  |
| <b>8300 · HMGP-FEMA &amp; GRANTS EXPENSE</b>       |            |           |            |          |
| 8310 · FEMA - DR4258-OR-7 B 1 Piling               |            |           |            |          |
| 8312 · PW319 Engineering/Architectural             | 2,890.00   |           | 2,890.00   | 100.0%   |
| 8314 · PW319 Const.-Materials,Supplies             | 7,398.64   |           | 7,398.64   | 100.0%   |
| 8316 · PW319 Labor Expenses                        | 1,748.51   |           | 1,748.51   | 100.0%   |
| <b>Total 8310 · FEMA - DR4258-OR-7 B 1 Piling</b>  | 12,037.15  |           | 12,037.15  | 100.0%   |
| <b>Total 8300 · HMGP-FEMA &amp; GRANTS EXPENSE</b> | 12,037.15  |           | 12,037.15  | 100.0%   |
| <b>8400 · DEBT SERVICE FUND</b>                    |            |           |            |          |
| 8430 · Paid Interest                               |            |           |            |          |
| 8443 · 50 BFMII Travelift Interest                 | 1,128.21   | 1,315.15  | -186.94    | -14.21%  |
| 8444 · 2018 Gentle Forklift Interest               | 466.21     |           | 466.21     | 100.0%   |
| <b>Total 8430 · Paid Interest</b>                  | 1,594.42   | 1,315.15  | 279.27     | 21.24%   |
| <b>Total 8400 · DEBT SERVICE FUND</b>              | 1,594.42   | 1,315.15  | 279.27     | 21.24%   |
| <b>Total Other Expense</b>                         | 13,631.57  | 1,722.67  | 11,908.90  | 691.31%  |
| <b>Net Other Income</b>                            | -10,932.23 | 26,840.71 | -37,772.94 | -140.73% |
| <b>Net Income</b>                                  | 68,925.41  | 50,702.92 | 18,222.49  | 35.94%   |

148

**Port of Brookings Harbor  
Profit & Loss Beachfront RV Park  
October 2018**

|   | Oct 18    |
|---|-----------|
| <b>Ordinary Income/Expense</b>                    |           |
| <b>Income</b>                                     |           |
| 4400 · RV PARK                                    |           |
| 4410 · Space Rental                               | 47,369.00 |
| 4440 · Laundry & Showers                          | 545.10    |
| 4450 · Wood Sales                                 | 250.00    |
| 4460 · Dump Charges                               | 10.00     |
| 4470 · Misc Purchases & Sales                     | 202.00    |
| <b>Total 4400 · RV PARK</b>                       | 48,376.10 |
| <b>Total Income</b>                               | 48,376.10 |
| <b>Gross Profit</b>                               | 48,376.10 |
| <b>Expense</b>                                    |           |
| 5000 · PERSONNEL SERVICES/PAYROLL                 |           |
| 5010 · WAGES & SALARIES                           |           |
| 5012 · OFFICE STAFF                               |           |
| 5018 · Wages/RV Park                              | 3,185.27  |
| <b>Total 5012 · OFFICE STAFF</b>                  | 3,185.27  |
| 5020 · OPERATIONS STAFF                           |           |
| 5026 · Wages/RV Park                              | 1,156.36  |
| <b>Total 5020 · OPERATIONS STAFF</b>              | 1,156.36  |
| 5040 · OVERTIME                                   |           |
| 5042 · OFFICE/OVERTIME                            |           |
| 5046 · Overtime/RV Park Office                    | 266.11    |
| <b>Total 5042 · OFFICE/OVERTIME</b>               | 266.11    |
| <b>Total 5040 · OVERTIME</b>                      | 4,607.74  |
| <b>Total 5010 · WAGES &amp; SALARIES</b>          | 535.77    |
| <b>5060 · EMPLOYEE COSTS &amp; BENEFITS</b>       | 535.77    |
| 5070 · Payroll Taxes                              | 535.77    |
| <b>Total 5060 · EMPLOYEE COSTS &amp; BENEFITS</b> | 535.77    |
| <b>Total 5000 · PERSONNEL SERVICES/PAYROLL</b>    | 5,143.51  |
| 6001 · ADVERTISING & NOTIFICATIONS                |           |
| 6002 · Marketing & Advertising                    | 544.88    |

149

**Port of Brookings Harbor**  
**Profit & Loss Beachfront RV Park**  
**October 2018**

|   | Oct 18    |
|---|-----------|
| <b>Total 6001 · ADVERTISING &amp; NOTIFICATIONS</b>     | 544.88    |
| <b>6100 · REPAIRS &amp; MAINTENANCE</b>                 |           |
| 6110 · Maintenance & Repairs                            | 37.73     |
| 6115 · Services & Supplies                              | 732.37    |
| 6120 · Landscaping & Beautification                     | 537.50    |
| 6135 · Security Contract                                | 1,000.00  |
| <b>Total 6100 · REPAIRS &amp; MAINTENANCE</b>           | 2,307.60  |
| <b>6200 · UTILITIES</b>                                 |           |
| 6210 · Telecommunications                               | 156.40    |
| 6220 · Electric   | 2,268.55  |
| 6230 · Water  | 230.50    |
| 6240 · Sanitary   | 935.07    |
| 6250 · Waste Management                                 | 4,022.47  |
| 6260 · Cable TV   | 997.28    |
| <b>Total 6200 · UTILITIES</b>                           | 8,610.27  |
| <b>6300 · OFFICE EXPENSE</b>                            |           |
| 6320 · Leased Equipment(incl'g copier)                  | 602.00    |
| <b>Total 6300 · OFFICE EXPENSE</b>                      | 602.00    |
| <b>6350 · BANK SERVICE &amp; FINANCE FEES</b>           |           |
| 6335 · Merchant Services Fees                           | 1,527.42  |
| <b>Total 6350 · BANK SERVICE &amp; FINANCE FEES</b>     | 1,527.42  |
| <b>6500 · PERMITS, LICENSES, TAXES &amp; MISC</b>       |           |
| 6525 · Lodging Taxes                                    | 5,129.10  |
| <b>Total 6500 · PERMITS, LICENSES, TAXES &amp; MISC</b> | 5,129.10  |
| <b>6900 · PROFESSIONAL FEES</b>                         |           |
| 6945 · IT Support/Services                              | 149.00    |
| <b>Total 6900 · PROFESSIONAL FEES</b>                   | 149.00    |
| <b>Total Expense</b>                                    | 24,013.78 |
| <b>Net Ordinary Income</b>                              | 24,362.32 |
| <b>Net Income</b>                                       | 24,362.32 |

151

Port of Brookings Harbor  
 Profit & Loss Boatyard  
 October 2018

|   |                 |
|---|-----------------|
|   | <u>Oct 18</u>   |
| Ordinary Income/Expense                 |                 |
| Income                                  |                 |
| 4600 · BOATYARD                         |                 |
| 4630 · Other Services & Sales           | 980.00          |
| 4635 · Travel Lift Haul Out             | 3,407.60        |
| 4645 · Telehandler                      | 720.00          |
| 4655 · Yard Days                        | 2,472.60        |
| Total 4600 · BOATYARD                   | <u>7,580.20</u> |
| Total Income                            | <u>7,580.20</u> |
| Gross Profit                            | <u>7,580.20</u> |
| Expense                                 |                 |
| 5000 · PERSONNEL SERVICES/PAYROLL       |                 |
| 5010 · WAGES & SALARIES                 |                 |
| 5020 · OPERATIONS STAFF                 |                 |
| 5021 · Wages/Boatyard                   | 2,205.87        |
| Total 5020 · OPERATIONS STAFF           | <u>2,205.87</u> |
| Total 5010 · WAGES & SALARIES           | <u>2,205.87</u> |
| 5060 · EMPLOYEE COSTS & BENEFITS        |                 |
| 5070 · Payroll Taxes                    | 247.87          |
| Total 5060 · EMPLOYEE COSTS & BENEFITS  | <u>247.87</u>   |
| Total 5000 · PERSONNEL SERVICES/PAYROLL | <u>2,453.74</u> |
| 6100 · REPAIRS & MAINTENANCE            |                 |
| 6115 · Services & Supplies              | 372.21          |
| Total 6100 · REPAIRS & MAINTENANCE      | <u>372.21</u>   |
| 6200 · UTILITIES                        |                 |
| 6250 · Waste Management                 | 322.75          |
| Total 6200 · UTILITIES                  | <u>322.75</u>   |
| Total Expense                           | <u>3,148.70</u> |
| Net Ordinary Income                     | <u>4,431.50</u> |
| Net Income                              | <u>4,431.50</u> |

151



**Port of Brookings Harbor**  
**Profit & Loss Commercial Retail**  
 October 2018

|   | Oct 18           |
|---|------------------|
| <b>C</b>  |                  |
| Ordinary Income/Expense                                 |                  |
| Income  |                  |
| 4200 · COMMERCIAL RETAIL                                |                  |
| 4210 · Commercial Retail Lease                          | 41,742.90        |
| 4211 · CR/ Electric                                     | 60.88            |
| 4212 · CR/ Water  | 90.00            |
| 4214 · CR/ Sewer  | 166.82           |
| 4222 · CPI-U  | 784.60           |
| <b>Total 4200 · COMMERCIAL RETAIL</b>                   | <b>42,845.20</b> |
| Total Income  | 42,845.20        |
| Gross Profit  | 42,845.20        |
| Expense   |                  |
| 5000 · PERSONNEL SERVICES/PAYROLL                       |                  |
| 5010 · WAGES & SALARIES                                 |                  |
| 5020 · OPERATIONS STAFF                                 |                  |
| 5022 · Wages/Comm Retail                                | 253.53           |
| <b>Total 5020 · OPERATIONS STAFF</b>                    | <b>253.53</b>    |
| <b>Total 5010 · WAGES &amp; SALARIES</b>                | <b>253.53</b>    |
| 5060 · EMPLOYEE COSTS & BENEFITS                        |                  |
| 6070 · Payroll Taxes                                    | 29.42            |
| <b>Total 5060 · EMPLOYEE COSTS &amp; BENEFITS</b>       | <b>29.42</b>     |
| <b>Total 5000 · PERSONNEL SERVICES/PAYROLL</b>          | <b>282.95</b>    |
| 6100 · REPAIRS & MAINTENANCE                            |                  |
| 6110 · Maintenance & Repairs                            | 1,507.97         |
| <b>Total 6100 · REPAIRS &amp; MAINTENANCE</b>           | <b>1,507.97</b>  |
| 6200 · UTILITIES  |                  |
| 6220 · Electric   | 845.53           |
| 6230 · Water  | 571.06           |
| 6240 · Sanitary   | 1,917.20         |
| 6250 · Waste Management                                 | 803.00           |
| <b>Total 6200 · UTILITIES</b>                           | <b>4,136.79</b>  |
| 6800 · PERMITS, LICENSES, TAXES & MISC                  |                  |
| 6845 · Taxes-Property                                   | 62.79            |
| <b>Total 6800 · PERMITS, LICENSES, TAXES &amp; MISC</b> | <b>62.79</b>     |
| 6900 · PROFESSIONAL FEES                                |                  |
| 6935 · Legal  | 209.00           |
| <b>Total 6900 · PROFESSIONAL FEES</b>                   | <b>209.00</b>    |
| <b>Total Expense</b>                                    | <b>6,199.50</b>  |
| <b>Net Ordinary Income</b>                              | <b>36,645.70</b> |
| <b>Net Income</b>                                       | <b>36,646.70</b> |

152

Port of Brookings Harbor  
Commercial Retail Leases  
October 2018

| Date                                  | Name Account # | Name                                    | Memo   | Ship To Address 1                        | Amount    |
|---------------------------------------|----------------|---|--|--|-----------|
| <b>4200 - COMMERCIAL RETAIL</b>       |                |   |  |  |           |
| <b>4210 - Commercial Retail Lease</b> |                |   |  |  |           |
| 10/01/2018                            | CL0027         | Spothen's Marina                        | OCTOBER 2018 Lease   | 16374 Lower Harbor Road                  | 1,022.71  |
| 10/01/2018                            | CL0001         | Bandon Pacific                          | OCTOBER 2018 Lease Dock, Hoist and Work Area                             | 16273 Harbor Drive                       | 2,606.50  |
| 10/01/2018                            | CL0002         | BC Fisheries LLC:Old Dock & Ground...   | OCTOBER 2018 Lease Dock and Hoist  | 16273 Harbor Dr                          | 2,700.50  |
| 10/01/2018                            | CL0003         | BC Fisheries LLC:Process Plant, New...  | OCTOBER 2018 Lease Leased property for the Processing Plant Facility     | 16273 Harbor Dr                          | 1,531.25  |
| 10/01/2018                            | CL0004         | Boatwalk Mail Service LLC               | OCTOBER 2018 Lease Leased property for the Unloading Dock                | 16273 Harbor Dr                          | 2,268.00  |
| 10/01/2018                            | CL0005         | Boat Shop & More, LLC                   | OCTOBER 2018 Lease Building  | 16340 Lower Harbor Rd Ste 106            | 964.80    |
| 10/01/2018                            | CL0005         | Boat Shop & More, LLC                   | OCTOBER 2018 Lease Building  | Building/16282 Lower Harbor Road         | 1,210.00  |
| 10/01/2018                            | CL0008         | Bornstein Seafoods Inc                  | OCTOBER 2018 Lease Dock Area   | Building/16282 Lower Harbor Road         | 409.86    |
| 10/01/2018                            | CL0008         | Brookings Harbor Cold Storage LLC       | OCTOBER 2018 Lease Dock Area   | 16277 Harbor Drive                       | 2,340.90  |
| 10/01/2018                            | CL0007         | Brookings Harbor Ice House LLC          | OCTOBER 2018 Cold Storage Lease Bare Ground, Cold Storage Building an... | 16273 Harbor Dr                          | 832.32    |
| 10/01/2018                            | CL0007         | Brookings Harbor Ice House LLC          | OCTOBER 2018 Ice House Lease Bare Ground and Ice Plant                   | 16273 Harbor Dr                          | 1,008.00  |
| 10/01/2018                            | CL0009         | Busch, Marilyn & Robert                 | OCTOBER 2018 Ice House Lease Delivery Dock                               | 16286 Harbor Dr                          | 483.14    |
| 10/01/2018                            | CL0010         | CBN Enterprises/Barbara C               | OCTOBER 2018 Lease Commercial Parking Area                               | 16286 Harbor Dr                          | 567.00    |
| 10/01/2018                            | CL0011         | Cherco Seafood/Bill Goergen             | OCTOBER 2018 Lease Building  | 16224 Lower Harbor Road                  | 143.78    |
| 10/01/2018                            | CL0034         | D&R Equipment Repair LLC                | OCTOBER 2018 Lease Warehouse - Shop per square foot                      | 16182 Lower Harbor Road                  | 840.00    |
| 10/01/2018                            | CL0012         | Hallmark Fisheries/CA Shellfish Co      | OCTOBER 2018 Lease County Account# R19554 Dock Premises                  | Commercial Shop Space                    | 200.00    |
| 10/01/2018                            | CL0013-01      | Hungry Clam                             | OCTOBER 2018 Lease Retail Building                                       | 16178 Lower Harbor Road                  | 5,984.05  |
| 10/01/2018                            | CL0014         | J Sloane Hair Studio LLC                | OCTOBER 2018 Lease Outdoor Space   | 16350 Lower Harbor Road, Ste 205 & 206   | 1,619.79  |
| 10/01/2018                            | CL0015         | Kathy's Corner Market                   | OCTOBER 2018 Lease Outdoor Space   | 16350 Lower Harbor Road, Ste 205 & 206   | 115.80    |
| 10/01/2018                            | CL0015         | Kathy's Corner Market                   | OCTOBER 2018 Lease Building  | 16340 Lower Harbor Rd Ste 105            | 895.12    |
| 10/01/2018                            | CL0017         | Mountain View Custom Cycles             | OCTOBER 2018 Lease Building  | 16340 Lower Harbor Rd Ste 105            | 753.62    |
| 10/01/2018                            | CL0017         | Mountain View Custom Cycles             | OCTOBER 2018 Lease Building  | 16340 Lower Harbor Rd Ste 104            | 110.42    |
| 10/01/2018                            | CL0018         | Ocean Suites Motel                      | OCTOBER 2018 Lease Retail Center per square foot ADDITIONAL SPACE...     | 16118 Lower Harbor Road                  | 588.50    |
| 10/01/2018                            | CL0019         | Pacific Fishing LLC-Commercial Sho...   | OCTOBER 2018 Lease Outdoor Space   | 16118 Lower Harbor Road                  | 45.00     |
| 10/01/2018                            | CL0020         | Pacific Ocean Harvesters LLC            | OCTOBER 2018 Lease Building/Storage                                      | 16080 Lower Harbor Road                  | 417.38    |
| 10/01/2018                            | CL0020         | Pacific Ocean Harvesters LLC            | OCTOBER 2018 Lease Building/Storage                                      | 16080 Lower Harbor Road                  | 760.00    |
| 10/01/2018                            | CL0020         | Pacific Ocean Harvesters LLC            | OCTOBER 2018 Lease Building  | 16376 Lower Harbor Road                  | 1,618.29  |
| 10/01/2018                            | CL0022         | Pacific Boat Basin, LLC:Parking Lot ... | OCTOBER 2018 Lease Surfaced Asphalt per square foot                      | 16376 Lower Harbor Road                  | 186.00    |
| 10/01/2018                            | CL0021         | Pacific Boat Basin, LLC Restaurant ...  | OCTOBER 2018 Lease Unimproved Property (dirt area)                       | 16376 Lower Harbor Road                  | 26.55     |
| 10/01/2018                            | CL0023         | Portside RV Park                        | OCTOBER 2018 Lease Restaurant Area                                       | 16011 Boat Basin Rd - Inn Land & Parking | 968.00    |
| 10/01/2018                            | CL0025         | Seal Cove Realty                        | OCTOBER 2018 Lease Ground  | 16011 Boat Basin Road                    | 1,138.50  |
| 10/01/2018                            | CL0026         | Slugs 'n Stones 'n Ice Cream Cones      | OCTOBER 2018 Lease Ground  | 16219 Lower Harbor Road                  | 193.55    |
| 10/01/2018                            | CL0034         | Speir, Joe:Commercial Storage FV M...   | OCTOBER 2018 Lease Surfaced Asphalt per square foot                      | 16110 Lower Harbor Road                  | 334.72    |
| 10/01/2018                            | CL0027         | Speir, Joe/Davis Roy                    | OCTOBER 2018 Lease Warehouse - Storage per square foot                   | 16360 Lower Harbor Road                  | 480.00    |
| 10/01/2018                            | CL0029         | The Bell & Whistle Coffee House, Inc.   | OCTOBER 2018 Lease Warehouse - Storage per square foot                   | 16080 Lower Harbor Road                  | 162.00    |
| 10/01/2018                            | CL0030         | Tidewind Sport Fishing                  | OCTOBER 2018 Lease Building/Shop 1                                       | 16080 Lower Harbor Rd Shop               | 680.50    |
| 10/01/2018                            | CL0031         | US Coast Guard Lease                    | OCTOBER 2018 Lease Building  | 16340 Lower Harbor Rd Ste 101            | 685.00    |
| 10/01/2018                            | CL0032         | Whales Tail Candy & Gifts               | OCTOBER 2018 Lease Dock & Ground   | 16350 Lower Harbor Rd Ste 101            | 686.11    |
| 10/01/2018                            | CL0033         | Zola's Pizzeria                         | OCTOBER 2018 Lease Building Extension on lease with increase             | 16133 Boat Basin Road                    | 923.24    |
| 10/01/2018                            | CL0033         | Zola's Pizzeria                         | OCTOBER 2018 Lease Building & Ground                                     | 16350 Lower Harbor Rd Ste 204            | 953.10    |
|                                       |                |   |  | 16362 Lower Harbor Road                  | 1,310.65  |
|                                       |                |   |  |  | 41,742.90 |
|                                       |                |   |  |  | 41,742.90 |
|                                       |                |   |  |  | 41,742.90 |

Total 4210 - Commercial Retail Lease

Total 4200 - COMMERCIAL RETAIL

TOTAL

153

**Port of Brookings Harbor  
Profit & Loss Fuel Dock  
October 2018**

|   | Oct 18           |
|---|------------------|
| <b>Ordinary Income/Expense</b>                    |                  |
| Income  |                  |
| 4500 · FUEL SALES                                 | 31,778.32        |
| 4505 · DIESEL                                     | 2,250.81         |
| 4510 · GAS  | 948.19           |
| 4515 · OTHER FUEL SALES                           | 34,975.32        |
| <b>Total 4500 · FUEL SALES</b>                    | <b>34,975.32</b> |
| Total Income                                      | 34,975.32        |
| Gross Profit                                      | 34,975.32        |
| Expense   |                  |
| 5000 · PERSONNEL SERVICES/PAYROLL                 |                  |
| 5010 · WAGES & SALARIES                           |                  |
| 5020 · OPERATIONS STAFF                           |                  |
| 5023 · Wages/Fuel Dock                            | 606.96           |
| <b>Total 5020 · OPERATIONS STAFF</b>              | <b>606.96</b>    |
| 5040 · OVERTIME                                   |                  |
| 5050 · OPERATIONS/OVERTIME                        |                  |
| 5053 · Overtime/Fuel Dock                         | 156.77           |
| <b>Total 5050 · OPERATIONS/OVERTIME</b>           | <b>156.77</b>    |
| <b>Total 5040 · OVERTIME</b>                      | <b>156.77</b>    |
| <b>Total 5010 · WAGES &amp; SALARIES</b>          | <b>763.73</b>    |
| 5060 · EMPLOYEE COSTS & BENEFITS                  |                  |
| 5070 · Payroll Taxes                              | 88.37            |
| <b>Total 5060 · EMPLOYEE COSTS &amp; BENEFITS</b> | <b>88.37</b>     |
| <b>Total 5000 · PERSONNEL SERVICES/PAYROLL</b>    | <b>852.10</b>    |
| 6100 · REPAIRS & MAINTENANCE                      |                  |
| 6110 · Maintenance & Repairs                      | 772.99           |
| 6115 · Services & Supplies                        | 139.80           |
| <b>Total 6100 · REPAIRS &amp; MAINTENANCE</b>     | <b>912.79</b>    |
| 6150 · FUEL purchased for resale                  | 30,269.94        |
| 6200 · UTILITIES                                  |                  |
| 6210 · Telecommunications                         | 37.67            |
| 6220 · Electric                                   | 50.61            |

154

**Port of Brookings Harbor  
Profit & Loss Fuel Dock  
October 2018**

|   |                  |
|---|------------------|
|   | <b>Oct 18</b>    |
| 6240 · Sanitary                                     | 33.14            |
| 6250 · Waste Management                             | 351.88           |
| <b>Total 6200 · UTILITIES</b>                       | <b>473.30</b>    |
| 6300 · OFFICE EXPENSE                               |                  |
| 6315 · Office Services & Supplies                   | 299.94           |
| <b>Total 6300 · OFFICE EXPENSE</b>                  | <b>299.94</b>    |
| 6350 · BANK SERVICE & FINANCE FEES                  |                  |
| 6335 · Merchant Services Fees                       | 908.53           |
| <b>Total 6350 · BANK SERVICE &amp; FINANCE FEES</b> | <b>908.53</b>    |
| <b>Total Expense</b>                                | <b>33,716.60</b> |
| <b>Net Ordinary Income</b>                          | <b>1,258.72</b>  |
| <b>Net Income</b>                                   | <b>1,258.72</b>  |

**Port of Brookings Harbor**  
**Profit & Loss MARINA/ADMINISTRATION**  
 October 2018

|   | Oct 18    |
|---|-----------|
| <b>Ordinary Income/Expense</b>            |           |
| <b>Income</b>                             |           |
| 4100 · MARINA/ADMINISTRATION              |           |
| 4120 · Finance Charges/Income             | 141.29    |
| 4125 · Administrative Fees                | 94.95     |
| 4130 · Boat Launch                        | 3,786.00  |
| 4135 · Storage                            | 3,946.48  |
| 4140 · Other Revenue                      | 100.00    |
| 4300 · MOORAGE                            |           |
| 4310 · Commercial Slip Rent               | 11,958.12 |
| 4320 · Recreational Slip Rent             | 55,468.86 |
| 4325 · Transient                          | 4,041.57  |
| 4330 · Liveaboard                         | 900.00    |
| 4335 · Dock Box                           |           |
| 4340 · Moorage Electric                   | 2,470.65  |
| 4350 · Other Fees                         |           |
| <b>Total 4300 · MOORAGE</b>               | 74,839.20 |
| <b>Total 4100 · MARINA/ADMINISTRATION</b> | 82,907.92 |
| <b>Total Income</b>                       | 82,907.92 |
| <b>Gross Profit</b>                       | 82,907.92 |
| <b>Expense</b>                            |           |
| 5000 · PERSONNEL SERVICES/PAYROLL         |           |
| 5010 · WAGES & SALARIES                   |           |
| 5012 · OFFICE STAFF                       |           |
| 5016 · Wages/Port Office                  | 8,158.22  |
| <b>Total 5012 · OFFICE STAFF</b>          | 8,158.22  |
| 5020 · OPERATIONS STAFF                   |           |
| 5025 · Wages/Marina                       | 4,353.66  |
| <b>Total 5020 · OPERATIONS STAFF</b>      | 4,353.66  |
| 5040 · OVERTIME                           |           |
| 5042 · OFFICE/OVERTIME                    |           |
| 5044 · Overtime/Port Office               | 116.02    |
| <b>Total 5042 · OFFICE/OVERTIME</b>       | 116.02    |

156

**Port of Brookings Harbor**  
**Profit & Loss MARINA/ADMINISTRATION**  
 October 2018

|   | <u>Oct 18</u>    |
|---|------------------|
| <b>Total 5040 · OVERTIME</b>                        | <u>116.02</u>    |
| <b>Total 5010 · WAGES &amp; SALARIES</b>            | <u>12,627.90</u> |
| <b>5060 · EMPLOYEE COSTS &amp; BENEFITS</b>         |                  |
| 5068 · Vacation                                     | 3,696.65         |
| 5070 · Payroll Taxes                                | 1,491.31         |
| 5076 · Health Care and Dental                       | 4,854.64         |
| 5090 · SEP Retirement                               |                  |
| 5094 · Office                                       | 932.31           |
| 5096 · Operations                                   | 1,442.94         |
| <b>Total 5090 · SEP Retirement</b>                  | <u>2,375.25</u>  |
| <b>Total 5060 · EMPLOYEE COSTS &amp; BENEFITS</b>   | <u>12,417.85</u> |
| <b>Total 5000 · PERSONNEL SERVICES/PAYROLL</b>      | <u>25,045.75</u> |
| <b>6001 · ADVERTISING &amp; NOTIFICATIONS</b>       |                  |
| 6004 · Legal Notices                                | 602.06           |
| <b>Total 6001 · ADVERTISING &amp; NOTIFICATIONS</b> | <u>602.06</u>    |
| <b>6100 · REPAIRS &amp; MAINTENANCE</b>             |                  |
| 6110 · Maintenance & Repairs                        | 1,027.37         |
| 6115 · Services & Supplies                          | 5,527.61         |
| 6120 · Landscaping & Beautification                 | 537.50           |
| 6125 · Tools-Under \$5,000                          | 505.43           |
| 6135 · Security Contract                            | 1,000.00         |
| <b>Total 6100 · REPAIRS &amp; MAINTENANCE</b>       | <u>8,597.91</u>  |
| <b>6200 · UTILITIES</b>                             |                  |
| 6210 · Telecommunications                           | 558.01           |
| 6220 · Electric                                     | 4,217.15         |
| 6230 · Water  | 1,113.38         |
| 6240 · Sanitary                                     | 2,321.58         |
| 6250 · Waste Management                             | 1,924.42         |
| <b>Total 6200 · UTILITIES</b>                       | <u>10,134.54</u> |
| <b>6300 · OFFICE EXPENSE</b>                        |                  |
| 6320 · Leased Equipment(inc'g copier)               | 938.29           |
| 6330 · Dues, Subs & Pubs                            | 349.99           |
| 6345 · Postage                                      | 500.00           |

157

**Port of Brookings Harbor**  
**Profit & Loss MARINA/ADMINISTRATION**  
 October 2018

|  | Oct 18    |
|--|-----------|
| Total 6300 · OFFICE EXPENSE              | 1,788.28  |
| 6350 · BANK SERVICE & FINANCE FEES       |           |
| 6335 · Merchant Services Fees            | 1,081.22  |
| 6360 · Bank Service Charge/Fees          | 15.77     |
| 6365 · Finance Charge/Late Fee           | -6.11     |
| Total 6350 · BANK SERVICE & FINANCE FEES | 1,090.88  |
| 6400 · TRAVEL & ENTERTAINMENT            |           |
| 6425 · Mileage Reimbursement             | 3.82      |
| Total 6400 · TRAVEL & ENTERTAINMENT      | 3.82      |
| 6600 · BAD DEBT                          | 12,648.89 |
| 6900 · PROFESSIONAL FEES                 |           |
| 6924 · Management Consulting             | 3,000.00  |
| 6935 · Legal                             | 1,531.95  |
| 6945 · IT Support/Services               | 5,020.00  |
| 6955 · Payroll Administration Fee        | 229.60    |
| Total 6900 · PROFESSIONAL FEES           | 9,781.55  |
| Total Expense                            | 69,694.68 |
| Net Ordinary Income                      | 13,213.24 |
| Other Income/Expense                     |           |
| Other Income                             |           |
| 7000 · PROPERTY TAX                      |           |
| 7010 · Previously Levied Tax             | 595.49    |
| 7020 · Current Tax Levy                  | 36.04     |
| Total 7000 · PROPERTY TAX                | 631.53    |
| 7100 · INTEREST & DIVIDENDS INCOME       | 617.61    |
| 7110 · MISC INCOME                       |           |
| 7120 · Restitution & Settlements         | 100.00    |
| 7135 · Worker's Comp. Refund             | 988.53    |
| Total 7110 · MISC INCOME                 | 1,088.53  |
| Total Other Income                       | 2,337.67  |
| Net Other Income                         | 2,337.67  |
| Net Income                               | 15,550.91 |

1500

**Port of Brookings Harbor**  
**Profit & Loss Property Ground Use**  
 October 2018

| Ordinary Income/Expense                 | Oct 18 |
|---|--------|
| Income                                  |        |
| 4900 · PROPERTY GROUND USE              | 140.00 |
| 4910 · Grounds Use Fee                  | 140.00 |
| Total 4900 · PROPERTY GROUND USE        | 140.00 |
| Total Income                            | 140.00 |
| Gross Profit                            | 140.00 |
| Expense                                 |        |
| 5000 · PERSONNEL SERVICES/PAYROLL       |        |
| 5010 · WAGES & SALARIES                 |        |
| 5020 · OPERATIONS STAFF                 |        |
| 5024 · Wages/Land Use                   | 53.02  |
| Total 5020 · OPERATIONS STAFF           | 53.02  |
| Total 5010 · WAGES & SALARIES           | 53.02  |
| 5060 · EMPLOYEE COSTS & BENEFITS        |        |
| 5070 · Payroll Taxes                    | 6.65   |
| Total 5060 · EMPLOYEE COSTS & BENEFITS  | 6.65   |
| Total 5000 · PERSONNEL SERVICES/PAYROLL | 59.67  |
| 6200 · UTILITIES                        |        |
| 6220 · Electric                         | 134.17 |
| Total 6200 · UTILITIES                  | 134.17 |
| Total Expense                           | 193.84 |
| Net Ordinary Income                     | -53.84 |
| Net Income                              | -53.84 |

159



Accrual Basis

Port of Brookings Harbor  
CAPITAL PROJECTS ACTIVITY  
October 2018

|  |                          |
|--|--------------------------|
|  | <u>Oct 18</u>            |
| Other Income/Expense                       |                          |
| Other Income                               |                          |
| 7100 · INTEREST & DIVIDENDS INCOME         | 24.33                    |
| Total Other Income                         | <u>24.33</u>             |
| Other Expense                              |                          |
| 8300 · HMGP-FEMA & GRANTS EXPENSE          |                          |
| 8310 · FEMA - DR4258-OR-7 B 1 Piling       |                          |
| 8316 · PW319 Labor Expenses                | 1,748.51                 |
| 8312 · PW319 Engineering/Architectural     | 2,890.00                 |
| 8314 · PW319 Const.-Materials,Supplies     | 7,398.64                 |
| Total 8310 · FEMA - DR4258-OR-7 B 1 Piling | <u>12,037.15</u>         |
| Total 8300 · HMGP-FEMA & GRANTS EXPENSE    | <u>12,037.15</u>         |
| Total Other Expense                        | <u>-12,012.82</u>        |
| Net Other Income                           | <u>-12,012.82</u>        |
| Net Income                                 | <u><u>-12,012.82</u></u> |

160

Port of Brookings Harbor  
Check Registers

Accrual Basis

August 1, 2018 - August 31, 2018

| Type                                 | Name                                      | Date       | Num        | Name | Memo   | Amount     |
|--------------------------------------|---|------------|------------|------|--|------------|
| 1001 - CASH & CASH EQUIVALENTS       |   |            |            |      |  |            |
| 1002 - General Funds Ckg Umpqua 3634 |   |            |            |      |  |            |
| Transfer                             |   | 10/23/2018 |            |      |  |            |
| Check                                | Edward Jones                              | 10/10/2018 | DEBIT      |      | Funds Transfer Oct Lease Pmt from USCG                                 | 923.24     |
| Check                                | ADP                                       | 10/05/2018 | DEBIT      |      | Employer Contributions for Payroll 10/10/18-Confirmation#ND055-6S5WJ   | -126.88    |
| Check                                | Elavon                                    | 10/02/2018 | DEBIT      |      | Advice of Debit #521878722 PAYROLL 9/26/18                             | -114.80    |
| Check                                | Elavon                                    | 10/02/2018 | DEBIT      |      | SEPTEMBER 2018 MERCHANT SERVICE FEE ACCT#316                           | -984.46    |
| Check                                | Elavon                                    | 10/02/2018 | DEBIT      |      | SEPTEMBER 2018 Merchant Service Fee - acct#873 Vantek                  | -88.43     |
| Check                                | Elavon                                    | 10/02/2018 | DEBIT      |      | SEPTEMBER 2018 MERCHANT SERVICE FEE ACCT#902                           | -1,527.42  |
| Check                                | Elavon                                    | 10/02/2018 | DEBIT      |      | SEPTEMBER 2018 MERCHANT SERVICE FEE ACCT#951                           | -908.53    |
| Bill Pmt -Check                      | Parker Corporation LP                     | 10/03/2018 | DEBIT      |      | TRANSCRIPT for 10/2/18 Special Commission Meeting                      | -27.01     |
| Bill Pmt -Check                      | Oregon Lodging Tax                        | 10/04/2018 | DEBIT      |      | BIN: 0294055-3   | -5,129.10  |
| Check                                | TD Ameritrade                             | 10/10/2018 | DEBIT      |      | Employer Contribution - 10/10/2108 Confirmation ND055-6SMJQ            | -166.66    |
| Check                                | Edward Jones                              | 10/10/2018 | DEBIT      |      | Employer Contributions for Payroll 10/10/2018-Confirmation#ND055-6SCYM | -126.27    |
| Check                                | Edward Jones                              | 10/10/2018 | DEBIT      |      | Employer Contributions for Payroll 10/10/18-Confirmation#ND055-6S97P   | -188.12    |
| Check                                | Edward Jones                              | 10/10/2018 | DEBIT      |      | Employer Contributions for Payroll 10/10/18-Confirmation#ND055-6SGTG   | -140.17    |
| Check                                | Edward Jones                              | 10/10/2018 | DEBIT      |      | Employer Contributions for Payroll -Confirmation #NC055-6R66T          | -153.07    |
| Check                                | Edward Jones                              | 10/10/2018 | DEBIT      |      | Employer Contributions for Payroll -Confirmation #NC055-6SKLB          | -284.00    |
| Bill Pmt -Check                      | Parker Corporation LP                     | 10/16/2018 | DEBIT      |      | TRANSCRIPT for 10/9/18 Special Commission Meeting                      | -17.25     |
| Check                                | ADP                                       | 10/19/2018 | DEBIT      |      | Advice of Debit #522703880 PAYROLL 10/10/18                            | -114.80    |
| Bill Pmt -Check                      | Parker Corporation LP                     | 10/17/2018 | DEBIT      |      | TRANSCRIPT for 10/12/18 Special Commission Meeting                     | -15.14     |
| Bill Pmt -Check                      | Parker Corporation LP                     | 10/17/2018 | DEBIT      |      | TRANSCRIPT for 10/10/18 Special Commission Meeting                     | -24.94     |
| Bill Pmt -Check                      | Parker Corporation LP                     | 10/17/2018 | DEBIT      |      | TRANSCRIPT for 10/11/18 Event Committee Meeting                        | -72.07     |
| Check                                |   | 10/23/2018 | DEBIT      |      | Store Currency Deposited & Sold for 09/18                              | -6.52      |
| Check                                | Edward Jones                              | 10/24/2018 | DEBIT      |      | Employer Contributions for Payroll 10/24/18-Confirmation#NFH8J-71R1G   | -139.51    |
| Check                                | Edward Jones                              | 10/24/2018 | DEBIT      |      | Employer Contributions for Payroll 10/24/18-Confirmation#NFH8J-70DZD   | -157.31    |
| Check                                | Edward Jones                              | 10/24/2018 | DEBIT      |      | Employer Contributions for Payroll 10/24/18-Confirmation#NFH8J-71K5G   | -130.13    |
| Check                                | Edward Jones                              | 10/24/2018 | DEBIT      |      | Employer Contributions for Payroll 10/24/18-Confirmation#NFH8J-71NB4   | -176.80    |
| Check                                | Edward Jones                              | 10/24/2018 | DEBIT      |      | Employer Contributions for Payroll 10/24/18-Confirmation#NFH8J-71VC5   | -138.63    |
| Check                                | Edward Jones                              | 10/24/2018 | DEBIT      |      | Employer Contributions for Payroll 10/24/18-Confirmation#NFH8J-71XWN   | -264.00    |
| Check                                | TD Ameritrade                             | 10/24/2018 | DEBIT      |      | Employer Contribution - 10/24/2108 Confirmation:NFH8J-7238G            | -203.70    |
| Bill Pmt -Check                      | Parker Corporation LP                     | 10/25/2018 | DEBIT      |      | TRANSCRIPT for 10/16/18 Regular Commissioner's Mtg                     | -109.31    |
| Bill Pmt -Check                      | Parker Corporation LP                     | 10/25/2018 | DEBIT      |      | TRANSCRIPT for 10/23/18 Special Commissioner's Mtg                     | -146.10    |
| Check                                | Capital Projects Fund                     | 10/10/2018 | EFT        |      | EFT for Pmt to   | -4,680.95  |
| Check                                | Capital Projects Fund                     | 10/17/2018 | EFT        |      | EFT for Pmt to Western Communications inv#2433793                      | -383.71    |
| Check                                | Capital Projects Fund                     | 10/23/2018 | EFT        |      | Fastenal Inv#ORBRK41590 and inv#ORBRK41591                             | -3,375.30  |
| Check                                | Capital Projects Fund                     | 10/30/2018 | EFT        |      | The World - Legal Ad for the Revised Bid                               | -212.00    |
| General Journal                      |   | 10/04/2018 | DEBT 10/4  |      | To transfer to Debt Service funds for 4TH QTR IFA 2018 Pmt             | -4,808.00  |
| General Journal                      |   | 10/04/2018 | DEBT 10/4  |      | To transfer to Debt Service Fund LGIP for Travelift Pmt                | -3,234.00  |
| General Journal                      |   | 10/04/2018 | USDA 10/4  |      | To transfer to Debt Service Fund LGIP for Telehandler Pmt              | -2,503.00  |
| General Journal                      |   | 10/10/2018 | IFA 10/10  |      | To transfer to USDA Revenue Bond - savings for November 2018 pmt       | -331.73    |
| General Journal                      |   | 10/10/2018 | PAY 10/10  |      | To transfer to Debt Service funds for 4TH QTR IFA 2018 Pmt             | -4,808.00  |
| General Journal                      |   | 10/10/2018 | TAX 10/10  |      | Rec 10/10/2018 payroll   | -10,000.10 |
| General Journal                      |   | 10/10/2018 | USDA 10/10 |      | Rec 10/10/2018 payroll Taxes   | -3,830.82  |
| General Journal                      |   | 10/10/2018 | IFA 10/18  |      | To transfer to USDA Revenue Bond - savings for November 2018 pmt       | -2,503.00  |
| General Journal                      |   | 10/18/2018 | USDA 10/18 |      | To transfer to Debt Service Bond - savings for November 2018 pmt       | -4,808.00  |
| General Journal                      |   | 10/18/2018 | IFA 10/24  |      | To transfer to Debt Service funds for 4TH QTR IFA 2018 Pmt             | -2,503.00  |
| General Journal                      |   | 10/24/2018 | PAY 10/24  |      | To transfer to Debt Service funds for 4TH QTR IFA 2018 Pmt             | -10,482.30 |
| General Journal                      |   | 10/24/2018 | TAX 10/24  |      | Rec 10/24/2018 payroll Taxes   | -4,066.94  |
| General Journal                      |   | 10/24/2018 | USDA 10/24 |      | To transfer to USDA Revenue Bond - savings for November 2018 pmt       | -2,503.00  |
| General Journal                      |   | 10/30/2018 | IFA 10/30  |      | To transfer to Debt Service funds for 4TH QTR IFA 2018 Pmt             | -4,808.00  |
| General Journal                      |   | 10/30/2018 | USDA 10/30 |      | To transfer to USDA Revenue Bond - savings for November 2018 pmt       | -2,503.00  |
| Bill Pmt -Check                      | Carson                                    | 10/30/2018 | 8886       |      | CUSTOMER # 76-0011262  | -9,886.93  |
| Bill Pmt -Check                      | Coos-Curry Electric Cooperative, Inc.     | 10/02/2018 | 8887       |      | ACCT # 67601   | -7,468.08  |
| Bill Pmt -Check                      | Hall, Katherine D Lindley                 | 10/02/2018 | 8888       |      | Interim Manager - 80 hours SEPTEMBER 2018                              | -3,000.00  |
| Bill Pmt -Check                      | Harbor Sanitary District                  | 10/02/2018 | 8889       |      | September 2018 Sanitary Bill   | -5,206.99  |
| Bill Pmt -Check                      | Kerr's Ace Hardware Inc                   | 10/02/2018 | 8890       |      | Customer#58  | -1,218.71  |
| Bill Pmt -Check                      | Roberts & Associates Land Surveying, Inc. | 10/02/2018 | 8891       |      | Remaining owed for Surveyor & CAD/Calculations                         | -640.00    |
| Bill Pmt -Check                      | South Coast Knight Security               | 10/02/2018 | 8892       |      | Patrol for SEPTEMBER 2018  | -2,000.00  |
| Bill Pmt -Check                      | SPECIAL DISTRICTS ASSC OR (annual dues)   | 10/02/2018 | 8893       |      | Membership Dues - SDAO & OPPIA   | -8,799.85  |

161

Port of Brookings Harbor  
Check Registers

August 1, 2018 - August 31, 2018

Accrual Basis

| Type   | Date       | Num       | Name                                  | Memo   | Amount      |
|--|------------|-----------|---------------------------------------|--|-------------|
| Bill Pmt -Check                              | 10/02/2018 | 8894      | Xerox Capital Services, LLC           |  | -938.29     |
| Bill Pmt -Check                              | 10/09/2018 | 8895      | Backflow Techs                        | Annual Backflow Test for all water meters  | -435.84     |
| Bill Pmt -Check                              | 10/09/2018 | 8896      | BI-MART                               | Account #931481  | -95.28      |
| Bill Pmt -Check                              | 10/09/2018 | 8897      | Brookings Harbor Chamber of Commerce  | Annual Membership Dues -Current Year 2018-2019   | -250.00     |
| Bill Pmt -Check                              | 10/09/2018 | 8898      | Curry Transfer & Recycling            | Account #2040-2434-001   | -6,939.52   |
| Bill Pmt -Check                              | 10/09/2018 | 8899      | Del-Cur Supply Co-op                  | PUMP SPLICE KIT - EQ#4805 50T Marine Travel Lift   | -29.70      |
| Bill Pmt -Check                              | 10/09/2018 | 8900      | Eureka Oxygen Co.                     | SEPTEMBER 2018 Monthly Cylinder Rental   | -152.30     |
| Bill Pmt -Check                              | 10/09/2018 | 8901      | Fastenal Industrial Supplies          | Customer No. 0RBRK0013   | -1,267.66   |
| Bill Pmt -Check                              | 10/09/2018 | 8902      | Frank's Heating & Refrigeration       | 9/25/18 - Service Call @ Bell & Whistle  | -598.00     |
| Bill Pmt -Check                              | 10/09/2018 | 8903      | Full Spectrum Landscaping Inc.        | September LANDSCAPING for Marina & RV Park   | -1,075.00   |
| Bill Pmt -Check                              | 10/09/2018 | 8904      | Gowman Electric, Inc.                 |  | -170.00     |
| Bill Pmt -Check                              | 10/09/2018 | 8905      | Harbor Water District P.U.D.          | 8/20-9/20 SERVICE/WATER BILL   | -1,914.94   |
| Bill Pmt -Check                              | 10/09/2018 | 8906      | NAPA Auto Part                        | ACCT#80285   | -57.48      |
| Bill Pmt -Check                              | 10/09/2018 | 8907      | Quill Corporation                     | ACCT#1932158   | -226.65     |
| Bill Pmt -Check                              | 10/09/2018 | 8908      | Roto Rooter                           | 2940-522445-001  | -485.00     |
| Bill Pmt -Check                              | 10/09/2018 | 8909      | Scibble Software                      | Data Transfer & Support Plan - 1 YR Subscription   | -1,620.00   |
| Bill Pmt -Check                              | 10/09/2018 | 8910      | Spec Dist Assoc of OR- Healthcare     | Customer # : 03-0016414  | -4,854.64   |
| Bill Pmt -Check                              | 10/16/2018 | 8911      | Black & Rice LLP                      | September LEGAL ASSISTANCE - RICE  | -1,740.95   |
| Bill Pmt -Check                              | 10/16/2018 | 8912      | Carson                                | CUSTOMER # 76-0011262  | -8,380.58   |
| Bill Pmt -Check                              | 10/16/2018 | 8913      | City of Brookings                     | Chetco River Gauging Station 10/01/2017 thru 09/30/2018 the total was 10,865.00 our share being... | -2,716.25   |
| Bill Pmt -Check                              | 10/16/2018 | 8914      | Pump Pipe & Tank Services, LLC        | 10/9/18-Service Call/Labor - Repair to Fuel Sensor - Fuel Dock                                     | -458.65     |
| Bill Pmt -Check                              | 10/16/2018 | 8915      | Quill Corporation                     | ACCT#1932158   | -299.94     |
| Bill Pmt -Check                              | 10/16/2018 | 8916      | Western Communications                | ACCT# 816180   | -334.31     |
| Bill Pmt -Check                              | 10/23/2018 | 8917      | Carson                                | CUSTOMER # 76-0011262  | -19,443.17  |
| Bill Pmt -Check                              | 10/23/2018 | 8918      | Curry County Tax Collector            | Property Tax for 2018-19 Rightell  | -62.79      |
| Bill Pmt -Check                              | 10/23/2018 | 8919      | Del-Cur Supply Co-op                  | GOULDS 1/3HP PUMP - Fish Cleaning Station  | -172.80     |
| Bill Pmt -Check                              | 10/23/2018 | 8920      | Gold Beach Lumber Yard, Inc.          | Account #776   | -74.78      |
| Bill Pmt -Check                              | 10/23/2018 | 8921      | Gowman Electric, Inc.                 | Fixed a burnt wire Basin 1, B dock   | -127.50     |
| Bill Pmt -Check                              | 10/23/2018 | 8922      | Lease Finance Partners                | LEASE#00040031070  | -602.00     |
| Bill Pmt -Check                              | 10/23/2018 | 8923      | NAPA Auto Part                        | ACCT#80285   | -287.33     |
| Bill Pmt -Check                              | 10/23/2018 | 8924      | Oregon Travel Experience              | permit renewal payment for the Highway Directional Signing program at the RV park                  | -341.00     |
| Bill Pmt -Check                              | 10/23/2018 | 8925      | ORRCO                                 | Removal of used oil 10/15/2018   | -215.00     |
| Bill Pmt -Check                              | 10/30/2018 | 8926      | Coos-Curry Electric Cooperative, Inc. | ACCT # 67601   | -7,516.01   |
| Bill Pmt -Check                              | 10/30/2018 | 8927      | Hall, Katherine D Lindley             | Interim Manager - 80 hours OCTOBER 2018  | -3,000.00   |
| Bill Pmt -Check                              | 10/30/2018 | 8928      | John Kellum/John's Portable Welding   | Headlights for Golf Cart   | -577.50     |
| Bill Pmt -Check                              | 10/30/2018 | 8929      | Palm Industries, Inc.                 | 10/23/18-Remove and replace 2 urinals in the commercial retail restroom.                           | -244.34     |
| Bill Pmt -Check                              | 10/30/2018 | 8930      | Pump Pipe & Tank Services, LLC        | Capacitors & Phone Support for Fuel Dock Repair  | -5,848.03   |
| Bill Pmt -Check                              | 10/30/2018 | 8931      | Rogue Credit Union                    | ACCT #306-89 CARD#8593   | -199,944.53 |
| Total 1002 - General Funds Ckg Umpqua 3634   |            |           |                                       |  |             |
| 1005 - General Fund LGIP 6017                |            |           |                                       |  | -9.25       |
| Check  | 10/01/2018 | debit-101 |                                       | LGIP Fees for September 2018   |             |
| Total 1005 - General Fund LGIP 6017          |            |           |                                       |  | -9.25       |
| 1001 - CASH & CASH EQUIVALENTS - Other       |            |           |                                       |  |             |
| Total 1001 - CASH & CASH EQUIVALENTS - Other |            |           |                                       |  |             |
| 1001 - CASH & CASH EQUIVALENTS               |            |           |                                       |  |             |
| Total 1001 - CASH & CASH EQUIVALENTS         |            |           |                                       |  | -199,953.78 |
| 1006 - Cash on Hand/Party Cash               |            |           |                                       |  |             |
| 1008 - Office/Financial Officer              |            |           |                                       |  |             |
| Bill Pmt -Check                              | 10/29/2018 | cash      | Harbor Freight Tools                  | TOOLS, Headlamp, Socket Adapter, Utility knife-Reimbursed Travis Webster                           | -40.76      |
| Check  | 10/07/2018 | Cash      | Parks, Michael                        | Refund of deposit for Key Return   | -20.00      |
| Check  | 10/15/2018 | Cash      | Chilcote, George                      | Refund for Key Deposit   | -20.00      |
| Check  | 10/15/2018 | Cash      | Kester, Bud                           | Refund for Key Deposit for Basin 1 gate  | -20.00      |
| Check  | 10/25/2018 | Cash      | Rutherford, Ken                       | Refund Key Deposit - cash  | -20.00      |
| Total 1008 - Office/Financial Officer        |            |           |                                       |  | -120.76     |

162

Port of Brookings Harbor  
Check Registers

August 1, 2018 - August 31, 2018

Accrual Basis

| Type   | Date       | Num        | Name                          | Memo  | Amount      |
|--|------------|------------|-------------------------------|---|-------------|
| Total 1006 - Cash on Hand/ Petty Cash            |            |            |                               |   | -120.76     |
| 1020 - RESTRICTED - CASH/EQUIVALENTS             |            |            |                               |   |             |
| 1022 - USDA BOND Umpqua MM 9529                  | 10/30/2018 |            |                               | Funds Transfer from LGIP USDA account to Umpqua Bank USDA account for Nov 6th Pmt | 130,120.00  |
| Transfer   |            |            |                               |   |             |
| Total 1022 - USDA BOND Umpqua MM 9529            |            |            |                               |   | 130,120.00  |
| 1024 - Capital Projects Umpqua 8018              |            |            |                               |   |             |
| Transfer   | 10/23/2018 |            |                               | Funds Transfer Oct Lease Pmt from USCG  | -923.24     |
| Bill Pmt-Check                                   | 10/09/2018 | 192        | EMC-Engineers/Scientists, LLC | PW319 Basin 1 Piling - Bid document revision & correspondence                     | -2,890.00   |
| Bill Pmt-Check                                   | 10/09/2018 | 193        | Portland Bolt & Mfg Co., Inc. | 50 x 48 GALV A36 ROD 4"TEE BOLT for PW319 B 1 Piling                              | -2,753.60   |
| Bill Pmt-Check                                   | 10/16/2018 | 194        | Western Communications        | ACCT# 816180  | -384.30     |
| Bill Pmt-Check                                   | 10/23/2018 | 195        | Fastenal Industrial Supplies  | Customer No. ORBRK0013  | -3,375.30   |
| Bill Pmt-Check                                   | 10/30/2018 | 196        | Rogue Credit Union            | ACCT #306-89 CARD#8593  | -212.00     |
| Total 1024 - Capital Projects Umpqua 8018        |            |            |                               |   | -10,538.44  |
| 1026 - Debt Service Umpqua MM 8627               |            |            |                               |   |             |
| TELEHANDLER                                      |            |            |                               |   |             |
| Check  | 10/15/2018 | DEBIT      | Umpqua Bank/Loan#747041620    | Genie Reach Forklift Loan#747041620 Payment #8                                    | -1,464.71   |
| General Journal                                  | 10/04/2018 | DEBT 10/4  |                               | To transfer to Debt Service Fund LGIP for Telehandler Pmt                         | 331.73      |
| Total TELEHANDLER                                |            |            |                               |   | -1,132.98   |
| TRAVEL LIFT                                      |            |            |                               |   |             |
| Check  | 10/23/2018 | DEBIT      | m2 Lease LLC                  | Customer #107104 Loan#110561 Pmt #24 - 50 BFMI Travelift                          | -4,659.00   |
| General Journal                                  | 10/04/2018 | DEBT 10/4  |                               | To transfer to Debt Service Fund LGIP for Travelift Pmt                           | 3,234.00    |
| Total TRAVEL LIFT                                |            |            |                               |   | -1,425.00   |
| 1028.1 - IFA LOAN SAVINGS                        |            |            |                               |   |             |
| Total 1028.1 - IFA LOAN SAVINGS                  |            |            |                               |   |             |
| 1028 - Debt Service Umpqua MM 8627 - Other       |            |            |                               |   |             |
| Total 1028 - Debt Service Umpqua MM 8627 - Other |            |            |                               |   |             |
| Total 1028 - Debt Service Umpqua MM 8627         |            |            |                               |   | -2,557.98   |
| 1030 - Oregon State Treasury LGIP                |            |            |                               |   |             |
| 1032 - USDA Bond Fund LGIP 6021                  |            |            |                               |   |             |
| Transfer   | 10/30/2018 |            |                               | Funds Transfer from LGIP USDA account to Umpqua Bank USDA account for Nov 6th Pmt | -130,120.00 |
| General Journal                                  | 10/04/2018 | USDA 10/4  |                               | To transfer to USDA Revenue Bond - savings for November 2018 pmt                  | 2,503.00    |
| General Journal                                  | 10/10/2018 | USDA 10/10 |                               | To transfer to USDA Revenue Bond - savings for November 2018 pmt                  | 2,503.00    |
| General Journal                                  | 10/16/2018 | USDA 10/16 |                               | To transfer to USDA Revenue Bond - savings for November 2018 pmt                  | 2,503.00    |
| General Journal                                  | 10/24/2018 | USDA 10/24 |                               | To transfer to USDA Revenue Bond - savings for November 2018 pmt                  | 2,503.00    |
| General Journal                                  | 10/30/2018 | USDA 10/30 |                               | To transfer to USDA Revenue Bond - savings for November 2018 pmt                  | 2,503.00    |
| Total 1032 - USDA Bond Fund LGIP 6021            |            |            |                               |   | -117,605.00 |
| 1034 - Capital Projects Fund LGIP 6019           |            |            |                               |   |             |
| Check  | 10/12/2018 | EFT        | Capital Projects Fund         | EFT for Pmt to Portland Bolt Inv#114082   | -963.24     |
| Total 1034 - Capital Projects Fund LGIP 6019     |            |            |                               |   | -963.24     |
| 1036 - Reserve Fund LGIP 6018                    |            |            |                               |   |             |
| Total 1036 - Reserve Fund LGIP 6018              |            |            |                               |   |             |
| 1038 - IFA Debt Service Fund LGIP 6020           |            |            |                               |   |             |
| IFA LOAN   |            |            |                               |   |             |
| Total IFA LOAN                                   |            |            |                               |   |             |
| 1038 - IFA Debt Service Fund LGIP 6020 - Other   |            |            |                               |   |             |

163

Port of Brookings Harbor  
Check Registers

August 1, 2018 - August 31, 2018

Accrual Basis

| Type   | Date       | Num       | Name | Memo   | Amount             |
|--|------------|-----------|------|--|--------------------|
| General Journal                                      | 10/04/2018 | IFA 10/4  |      | To transfer to Debt Service funds for 4TH QTR IFA 2018 Pmt | 4,808.00           |
| General Journal                                      | 10/10/2018 | IFA 10/10 |      | To transfer to Debt Service funds for 4TH QTR IFA 2018 Pmt | 4,808.00           |
| General Journal                                      | 10/18/2018 | IFA 10/18 |      | To transfer to Debt Service funds for 4TH QTR IFA 2018 Pmt | 4,808.00           |
| General Journal                                      | 10/24/2018 | IFA 10/24 |      | To transfer to Debt Service funds for 4TH QTR IFA 2018 Pmt | 4,808.00           |
| General Journal                                      | 10/30/2018 | IFA 10/30 |      | To transfer to Debt Service funds for 4TH QTR IFA 2018 Pmt | 4,808.00           |
| Total 1038 - IFA Debt Service Fund LGIP 6020 - Other |            |           |      |  | 24,040.00          |
| Total 1038 - IFA Debt Service Fund LGIP 6020         |            |           |      |  | 24,040.00          |
| Total 1030 - Oregon State Treasury LGIP              |            |           |      |  | -94,528.24         |
| Total 1020 - RESTRICTED - CASH/EQUIVALENTS           |            |           |      |  | 22,495.34          |
| <b>TOTAL</b>   |            |           |      |  | <b>-177,579.20</b> |

164

# Guest Forecast

For: 10/01/2018 - 10/31/2018

| Date       | Departures | Stayovers | Arrivals | Persons    |            | Units | % Occ | Unit Revenue |
|------------|------------|-----------|----------|------------|------------|-------|-------|--------------|
|            |            |           |          | AM         | PM         |       |       |              |
| 10/1/2018  | 14         | 21        | 12       | 138/0/0/0  | 122/0/0/0  | 33    | 27.50 | \$1,457.00   |
| 10/2/2018  | 7          | 26        | 9        | 122/0/0/0  | 121/0/0/0  | 35    | 29.17 | \$1,458.00   |
| 10/3/2018  | 9          | 26        | 14       | 121/0/0/0  | 154/0/0/0  | 40    | 33.33 | \$1,884.00   |
| 10/4/2018  | 9          | 31        | 12       | 154/0/0/0  | 148/0/0/0  | 43    | 35.83 | \$1,981.00   |
| 10/5/2018  | 15         | 28        | 33       | 148/0/0/0  | 190/0/0/0  | 61    | 50.83 | \$2,672.00   |
| 10/6/2018  | 16         | 45        | 12       | 190/0/0/0  | 182/0/0/0  | 57    | 47.50 | \$2,348.00   |
| 10/7/2018  | 25         | 32        | 11       | 182/0/0/0  | 150/0/0/0  | 43    | 35.83 | \$1,811.00   |
| 10/8/2018  | 17         | 26        | 15       | 150/0/0/0  | 161/0/0/0  | 41    | 34.17 | \$1,777.00   |
| 10/9/2018  | 12         | 29        | 16       | 161/0/0/0  | 170/0/0/0  | 45    | 37.50 | \$1,983.00   |
| 10/10/2018 | 15         | 30        | 10       | 170/0/0/0  | 172/0/0/0  | 40    | 33.33 | \$1,773.00   |
| 10/11/2018 | 14         | 26        | 27       | 172/0/0/0  | 207/0/0/0  | 53    | 44.17 | \$2,205.00   |
| 10/12/2018 | 16         | 37        | 42       | 207/0/0/0  | 300/0/0/0  | 79    | 65.83 | \$3,324.00   |
| 10/13/2018 | 16         | 63        | 17       | 300/0/0/0  | 291/0/0/0  | 80    | 66.67 | \$3,380.00   |
| 10/14/2018 | 39         | 41        | 11       | 291/0/0/0  | 202/0/0/0  | 52    | 43.33 | \$2,100.00   |
| 10/15/2018 | 27         | 25        | 12       | 202/0/0/0  | 136/0/0/0  | 37    | 30.83 | \$1,698.00   |
| 10/16/2018 | 11         | 26        | 8        | 136/0/0/0  | 107/0/0/0  | 34    | 28.33 | \$1,482.00   |
| 10/17/2018 | 7          | 27        | 5        | 107/0/0/0  | 101/0/0/0  | 32    | 26.67 | \$1,341.00   |
| 10/18/2018 | 7          | 25        | 13       | 101/0/0/0  | 135/0/0/0  | 38    | 31.67 | \$1,620.00   |
| 10/19/2018 | 9          | 29        | 20       | 135/0/0/0  | 171/0/0/0  | 49    | 40.83 | \$2,065.00   |
| 10/20/2018 | 11         | 38        | 14       | 171/0/0/0  | 184/0/0/0  | 52    | 43.33 | \$2,219.00   |
| 10/21/2018 | 26         | 26        | 8        | 184/0/0/0  | 128/0/0/0  | 34    | 28.33 | \$1,358.00   |
| 10/22/2018 | 13         | 21        | 8        | 128/0/0/0  | 102/0/0/0  | 29    | 24.17 | \$1,307.00   |
| 10/23/2018 | 11         | 18        | 3        | 102/0/0/0  | 82/0/0/0   | 21    | 17.50 | \$933.00     |
| 10/24/2018 | 6          | 15        | 5        | 82/0/0/0   | 76/0/0/0   | 20    | 16.67 | \$736.00     |
| 10/25/2018 | 4          | 16        | 6        | 76/0/0/0   | 74/0/0/0   | 22    | 18.33 | \$1,042.00   |
| 10/26/2018 | 5          | 17        | 11       | 74/0/0/0   | 95/0/0/0   | 28    | 23.33 | \$1,246.00   |
| 10/27/2018 | 4          | 24        | 7        | 95/0/0/0   | 101/0/0/0  | 31    | 25.83 | \$1,305.00   |
| 10/28/2018 | 18         | 13        | 4        | 101/0/0/0  | 66/0/0/0   | 17    | 14.17 | \$605.00     |
| 10/29/2018 | 8          | 9         | 7        | 66/0/0/0   | 72/0/0/0   | 16    | 13.33 | \$750.00     |
| 10/30/2018 | 4          | 12        | 1        | 72/0/0/0   | 54/0/0/0   | 13    | 10.83 | \$597.00     |
| 10/31/2018 | 5          | 8         | 6        | 54/0/0/0   | 60/0/0/0   | 14    | 11.67 | \$568.00     |
|            | 400        | 810       | 379      | 4392/0/0/0 | 4314/0/0/0 | 1189  | 31.96 | \$51,025.00  |

Occupancy percentages based on 120 total units

# Guest Forecast

For: 11/01/2018 - 11/30/2018

| Date       | Departures | Stayovers | Arrivals | Persons   |           | Units | % Occ | Unit Revenue |
|------------|------------|-----------|----------|-----------|-----------|-------|-------|--------------|
|            |            |           |          | AM        | PM        |       |       |              |
| 11/1/2018  | 6          | 8         | 2        | 60/0/0/0  | 40/0/0/0  | 10    | 8.33  | \$375.00     |
| 11/2/2018  | 1          | 9         | 3        | 40/0/0/0  | 40/0/0/0  | 12    | 10.00 | \$430.00     |
| 11/3/2018  | 4          | 8         | 4        | 40/0/0/0  | 38/0/0/0  | 12    | 10.00 | \$430.00     |
| 11/4/2018  | 5          | 7         | 2        | 38/0/0/0  | 27/0/0/0  | 9     | 7.50  | \$338.00     |
| 11/5/2018  | 4          | 5         | 0        | 27/0/0/0  | 13/0/0/0  | 5     | 4.17  | \$166.00     |
| 11/6/2018  | 1          | 4         | 0        | 13/0/0/0  | 11/0/0/0  | 4     | 3.33  | \$123.00     |
| 11/7/2018  | 1          | 3         | 2        | 11/0/0/0  | 12/0/0/0  | 5     | 4.17  | \$117.00     |
| 11/8/2018  | 1          | 4         | 2        | 12/0/0/0  | 14/0/0/0  | 6     | 5.00  | \$191.00     |
| 11/9/2018  | 1          | 5         | 7        | 14/0/0/0  | 29/0/0/0  | 12    | 10.00 | \$412.00     |
| 11/10/2018 | 0          | 12        | 2        | 29/0/0/0  | 33/0/0/0  | 14    | 11.67 | \$504.00     |
| 11/11/2018 | 1          | 13        | 0        | 33/0/0/0  | 31/0/0/0  | 13    | 10.83 | \$498.00     |
| 11/12/2018 | 10         | 3         | 1        | 31/0/0/0  | 7/0/0/0   | 4     | 3.33  | \$123.00     |
| 11/13/2018 | 1          | 3         | 1        | 7/0/0/0   | 7/0/0/0   | 4     | 3.33  | \$111.00     |
| 11/14/2018 | 0          | 4         | 0        | 7/0/0/0   | 7/0/0/0   | 4     | 3.33  | \$111.00     |
| 11/15/2018 | 1          | 3         | 2        | 7/0/0/0   | 9/0/0/0   | 5     | 4.17  | \$166.00     |
| 11/16/2018 | 0          | 5         | 0        | 9/0/0/0   | 9/0/0/0   | 5     | 4.17  | \$166.00     |
| 11/17/2018 | 1          | 4         | 2        | 9/0/0/0   | 11/0/0/0  | 6     | 5.00  | \$160.00     |
| 11/18/2018 | 1          | 5         | 0        | 11/0/0/0  | 10/0/0/0  | 5     | 4.17  | \$117.00     |
| 11/19/2018 | 2          | 3         | 3        | 10/0/0/0  | 12/0/0/0  | 6     | 5.00  | \$215.00     |
| 11/20/2018 | 0          | 6         | 1        | 12/0/0/0  | 18/0/0/0  | 7     | 5.83  | \$258.00     |
| 11/21/2018 | 1          | 6         | 7        | 18/0/0/0  | 34/0/0/0  | 13    | 10.83 | \$516.00     |
| 11/22/2018 | 0          | 13        | 5        | 34/0/0/0  | 46/0/0/0  | 18    | 15.00 | \$731.00     |
| 11/23/2018 | 1          | 17        | 0        | 46/0/0/0  | 44/0/0/0  | 17    | 14.17 | \$645.00     |
| 11/24/2018 | 3          | 14        | 0        | 44/0/0/0  | 38/0/0/0  | 14    | 11.67 | \$559.00     |
| 11/25/2018 | 8          | 6         | 0        | 38/0/0/0  | 12/0/0/0  | 6     | 5.00  | \$172.00     |
| 11/26/2018 | 5          | 1         | 0        | 12/0/0/0  | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 11/27/2018 | 0          | 1         | 0        | 2/0/0/0   | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 11/28/2018 | 0          | 1         | 0        | 2/0/0/0   | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 11/29/2018 | 0          | 1         | 1        | 2/0/0/0   | 4/0/0/0   | 2     | 1.67  | \$43.00      |
| 11/30/2018 | 0          | 2         | 1        | 4/0/0/0   | 6/0/0/0   | 3     | 2.50  | \$86.00      |
|            | 59         | 176       | 48       | 622/0/0/0 | 568/0/0/0 | 224   | 6.22  | \$7,763.00   |

Occupancy percentages based on 120 total units

# Guest Forecast

For: 12/01/2018 - 12/31/2018

| Date       | Departures | Stayovers | Arrivals | Persons   |           | Units | % Occ | Unit Revenue |
|------------|------------|-----------|----------|-----------|-----------|-------|-------|--------------|
|            |            |           |          | AM        | PM        |       |       |              |
| 12/1/2018  | 0          | 3         | 1        | 6/0/0/0   | 8/0/0/0   | 4     | 3.33  | \$129.00     |
| 12/2/2018  | 0          | 4         | 0        | 8/0/0/0   | 8/0/0/0   | 4     | 3.33  | \$129.00     |
| 12/3/2018  | 1          | 3         | 0        | 8/0/0/0   | 6/0/0/0   | 3     | 2.50  | \$86.00      |
| 12/4/2018  | 1          | 2         | 1        | 6/0/0/0   | 6/0/0/0   | 3     | 2.50  | \$74.00      |
| 12/5/2018  | 1          | 2         | 1        | 6/0/0/0   | 6/0/0/0   | 3     | 2.50  | \$51.00      |
| 12/6/2018  | 0          | 3         | 1        | 6/0/0/0   | 7/0/0/0   | 4     | 3.33  | \$137.00     |
| 12/7/2018  | 0          | 4         | 0        | 7/0/0/0   | 7/0/0/0   | 4     | 3.33  | \$137.00     |
| 12/8/2018  | 0          | 4         | 0        | 7/0/0/0   | 7/0/0/0   | 4     | 3.33  | \$137.00     |
| 12/9/2018  | 0          | 4         | 0        | 7/0/0/0   | 7/0/0/0   | 4     | 3.33  | \$137.00     |
| 12/10/2018 | 1          | 3         | 0        | 7/0/0/0   | 6/0/0/0   | 3     | 2.50  | \$94.00      |
| 12/11/2018 | 0          | 3         | 0        | 6/0/0/0   | 6/0/0/0   | 3     | 2.50  | \$43.00      |
| 12/12/2018 | 1          | 2         | 0        | 6/0/0/0   | 4/0/0/0   | 2     | 1.67  | \$0.00       |
| 12/13/2018 | 1          | 1         | 0        | 4/0/0/0   | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 12/14/2018 | 0          | 1         | 0        | 2/0/0/0   | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 12/15/2018 | 0          | 1         | 0        | 2/0/0/0   | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 12/16/2018 | 0          | 1         | 0        | 2/0/0/0   | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 12/17/2018 | 0          | 1         | 0        | 2/0/0/0   | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 12/18/2018 | 0          | 1         | 0        | 2/0/0/0   | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 12/19/2018 | 0          | 1         | 0        | 2/0/0/0   | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 12/20/2018 | 0          | 1         | 0        | 2/0/0/0   | 2/0/0/0   | 1     | 0.83  | \$0.00       |
| 12/21/2018 | 0          | 1         | 2        | 2/0/0/0   | 6/0/0/0   | 3     | 2.50  | \$86.00      |
| 12/22/2018 | 0          | 3         | 0        | 6/0/0/0   | 6/0/0/0   | 3     | 2.50  | \$86.00      |
| 12/23/2018 | 0          | 3         | 2        | 6/0/0/0   | 10/0/0/0  | 5     | 4.17  | \$172.00     |
| 12/24/2018 | 3          | 2         | 1        | 10/0/0/0  | 6/0/0/0   | 3     | 2.50  | \$110.00     |
| 12/25/2018 | 0          | 3         | 0        | 6/0/0/0   | 6/0/0/0   | 3     | 2.50  | \$110.00     |
| 12/26/2018 | 0          | 3         | 0        | 6/0/0/0   | 6/0/0/0   | 3     | 2.50  | \$86.00      |
| 12/27/2018 | 1          | 2         | 0        | 6/0/0/0   | 4/0/0/0   | 2     | 1.67  | \$43.00      |
| 12/28/2018 | 0          | 2         | 3        | 4/0/0/0   | 10/0/0/0  | 5     | 4.17  | \$172.00     |
| 12/29/2018 | 0          | 5         | 0        | 10/0/0/0  | 10/0/0/0  | 5     | 4.17  | \$129.00     |
| 12/30/2018 | 1          | 4         | 0        | 10/0/0/0  | 8/0/0/0   | 4     | 3.33  | \$129.00     |
| 12/31/2018 | 0          | 4         | 0        | 8/0/0/0   | 8/0/0/0   | 4     | 3.33  | \$165.00     |
|            | 11         | 77        | 12       | 172/0/0/0 | 174/0/0/0 | 89    | 2.39  | \$2,442.00   |

Occupancy percentages based on 120 total units



# Guest Forecast

For: 01/01/2019 - 01/31/2019

| Date      | Departures | Stayovers | Arrivals | Persons  |          | Units | % Occ | Unit Revenue |
|-----------|------------|-----------|----------|----------|----------|-------|-------|--------------|
|           |            |           |          | AM       | PM       |       |       |              |
| 1/1/2019  | 0          | 4         | 0        | 8/0/0/0  | 8/0/0/0  | 4     | 3.33  | \$165.00     |
| 1/2/2019  | 0          | 4         | 0        | 8/0/0/0  | 8/0/0/0  | 4     | 3.33  | \$129.00     |
| 1/3/2019  | 0          | 4         | 0        | 8/0/0/0  | 8/0/0/0  | 4     | 3.33  | \$0.00       |
| 1/4/2019  | 3          | 1         | 0        | 8/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/5/2019  | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/6/2019  | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/7/2019  | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/8/2019  | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/9/2019  | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/10/2019 | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/11/2019 | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/12/2019 | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/13/2019 | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/14/2019 | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/15/2019 | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/16/2019 | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$0.00       |
| 1/17/2019 | 1          | 0         | 0        | 2/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 1/18/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 1/19/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 1/20/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 1/21/2019 | 0          | 0         | 1        | 0/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$43.00      |
| 1/22/2019 | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$43.00      |
| 1/23/2019 | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$43.00      |
| 1/24/2019 | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$43.00      |
| 1/25/2019 | 1          | 0         | 0        | 2/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 1/26/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 1/27/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 1/28/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 1/29/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 1/30/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 1/31/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
|           | 5          | 28        | 1        | 66/0/0/0 | 58/0/0/0 | 29    | 0.78  | \$466.00     |

Occupancy percentages based on 120 total units

168

# Guest Forecast

For: 02/01/2019 - 02/28/2019

| Date      | Departures | Stayovers | Arrivals | Persons |         | Units | % Occ | Unit Revenue |
|-----------|------------|-----------|----------|---------|---------|-------|-------|--------------|
|           |            |           |          | AM      | PM      |       |       |              |
| 2/1/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/2/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/3/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/4/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/5/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/6/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/7/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/8/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/9/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/10/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/11/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/12/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/13/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/14/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/15/2019 | 0          | 0         | 1        | 0/0/0/0 | 2/0/0/0 | 1     | 0.83  | \$31.00      |
| 2/16/2019 | 0          | 1         | 0        | 2/0/0/0 | 2/0/0/0 | 1     | 0.83  | \$31.00      |
| 2/17/2019 | 1          | 0         | 0        | 2/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/18/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/19/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/20/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/21/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/22/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/23/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/24/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/25/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/26/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/27/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 2/28/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
|           | 1          | 1         | 1        | 4/0/0/0 | 4/0/0/0 | 2     | 0.06  | \$62.00      |

Occupancy percentages based on 120 total units

169

# Guest Forecast

For: 03/01/2019 - 03/31/2019

| Date      | Departures | Stayovers | Arrivals | Persons |         | Units | % Occ | Unit Revenue |
|-----------|------------|-----------|----------|---------|---------|-------|-------|--------------|
|           |            |           |          | AM      | PM      |       |       |              |
| 3/1/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/2/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/3/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/4/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/5/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/6/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/7/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/8/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/9/2019  | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/10/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/11/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/12/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/13/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/14/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/15/2019 | 0          | 0         | 1        | 0/0/0/0 | 2/0/0/0 | 1     | 0.83  | \$43.00      |
| 3/16/2019 | 0          | 1         | 0        | 2/0/0/0 | 2/0/0/0 | 1     | 0.83  | \$43.00      |
| 3/17/2019 | 0          | 1         | 0        | 2/0/0/0 | 2/0/0/0 | 1     | 0.83  | \$43.00      |
| 3/18/2019 | 1          | 0         | 0        | 2/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/19/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/20/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/21/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/22/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/23/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/24/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/25/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/26/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/27/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/28/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/29/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/30/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
| 3/31/2019 | 0          | 0         | 0        | 0/0/0/0 | 0/0/0/0 | 0     | 0.00  | \$0.00       |
|           | 1          | 2         | 1        | 6/0/0/0 | 6/0/0/0 | 3     | 0.08  | \$129.00     |

Occupancy percentages based on 120 total units

170

# Guest Forecast

For: 04/01/2019 - 04/30/2019

| Date      | Departures | Stayovers | Arrivals | Persons  |          | Units | % Occ | Unit Revenue |
|-----------|------------|-----------|----------|----------|----------|-------|-------|--------------|
|           |            |           |          | AM       | PM       |       |       |              |
| 4/1/2019  | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/2/2019  | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/3/2019  | 0          | 0         | 1        | 0/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$51.00      |
| 4/4/2019  | 0          | 1         | 0        | 2/0/0/0  | 2/0/0/0  | 1     | 0.83  | \$51.00      |
| 4/5/2019  | 0          | 1         | 1        | 2/0/0/0  | 4/0/0/0  | 2     | 1.67  | \$87.00      |
| 4/6/2019  | 0          | 2         | 0        | 4/0/0/0  | 4/0/0/0  | 2     | 1.67  | \$87.00      |
| 4/7/2019  | 0          | 2         | 0        | 4/0/0/0  | 4/0/0/0  | 2     | 1.67  | \$87.00      |
| 4/8/2019  | 2          | 0         | 0        | 4/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/9/2019  | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/10/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/11/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/12/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/13/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/14/2019 | 0          | 0         | 2        | 0/0/0/0  | 4/0/0/0  | 2     | 1.67  | \$102.00     |
| 4/15/2019 | 0          | 2         | 0        | 4/0/0/0  | 4/0/0/0  | 2     | 1.67  | \$102.00     |
| 4/16/2019 | 0          | 2         | 0        | 4/0/0/0  | 4/0/0/0  | 2     | 1.67  | \$102.00     |
| 4/17/2019 | 0          | 2         | 0        | 4/0/0/0  | 4/0/0/0  | 2     | 1.67  | \$102.00     |
| 4/18/2019 | 0          | 2         | 0        | 4/0/0/0  | 4/0/0/0  | 2     | 1.67  | \$102.00     |
| 4/19/2019 | 2          | 0         | 0        | 4/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/20/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/21/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/22/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/23/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/24/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/25/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/26/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/27/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/28/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/29/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
| 4/30/2019 | 0          | 0         | 0        | 0/0/0/0  | 0/0/0/0  | 0     | 0.00  | \$0.00       |
|           | 4          | 14        | 4        | 36/0/0/0 | 36/0/0/0 | 18    | 0.50  | \$873.00     |

Occupancy percentages based on 120 total units

171

# Managers Report

November 16, 2018

Commissioners,

My time as Interim Manager is over, and I want to recap what the staff and I have accomplished in the last 9 1/2 months:

There were 23 meetings.

The recall – appointment of 2 commissioners by Curry County Commissioners June 13, Port commissioners appointing 2 commissioners on June 15

The two budget meetings ending with the passage of a workable budget

Wrote at least four leases. Identified the need to update another three leases

Reviewed Port rates and adopted new rates for 2018-2019

Eliminating commercial use of the sport transient dock

New pickup truck                      Reviewed and updated Employee Handbook

Cleared the property across the street from the Port office

Removing trees and brush from the culvert near the south end of the launch ramp

Cleaning of the diesel fuel and maintenance of the tanks

Re-roof the Boardwalk Bathroom      Up grading all the retail sewer connections

Ordered picnic tables and fire pits for RV Park patrons

Awarded the Piling Project to Bergerson Construction. Worked with Jack Akin throughout the process

Closed the RV Park bathroom / shower for sewer up grade and remodel

Worked with Port Attorney to resolve two legal issues.

And then there was the homeless issue. I will remind you that we had two tents on the boardwalk.

There were eight major events held on Port property

I am proud to have worked with the Port staff. They worked professionally and thoroughly to resolve day to day concerns with water leaks, haul outs, secure storage and much more. There were cars in the river, boats sinking / capsizing, thefts, and public drunkenness. POBH staff are the greatest group of men and women I've ever worked with.

# OPERATIONAL REPORT

---

**DATE:** *November 20th, 2018*  
**RE:** *Operational Report*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:** *Travis Webster, Harbormaster*

---

## OVERVIEW

- Clean up throughout the Port is ongoing as funds are available.
- We continue to identify small problems that occur with day to day use and assign work orders and complete these jobs in an orderly fashion.
- Test results for gas tanks came back as "no action required". We will continue to monitor the tanks on an annual basis.
- I have met an engineer onsite at the RV Park bathroom. He Works for Civil West Engineering who was recommended by Harbor Sanitary. We will be in contact and begin putting costs, design, and engineering.
- Fuel dock and failing infrastructure continues to be a problem. I will be getting quotes for a new gas\diesel pump. Our pump is old, and parts are becoming obsolete. Currently parts are getting re manufactured. Getting a new pump will not interfere with the failing slope problem. (Quotes attached)
- A new pad of concrete is poured and ready for use by the fish cleaning station. The area is for user to have a safe place to wash out coolers, without having to walk through rocks to do so. This project was paid for through the South Coast Fishermen Association.
- Crab pots and boatyard has been a busy area of the port in preparation for the upcoming crab season.
- Thank you to staff for your hard work and dedication to this Port.

**Port of Brookings Harbor  
Profit & Loss Fuel Dock  
July 1, 2016 through November 14, 2018**

|   | Jul 1, '16 - Nov 14, 18 |
|---|-------------------------|
| <b>Ordinary Income/Expense</b>                          |                         |
| <b>Income</b>   |                         |
| <b>4500 · FUEL SALES</b>                                |                         |
| 4505 · DIESEL   | 1,019,236.23            |
| 4510 · GAS  | 135,582.90              |
| 4515 · OTHER FUEL SALES                                 | 26,077.07               |
| 4500 · FUEL SALES - Other                               | 63,770.46               |
| <b>Total 4500 · FUEL SALES</b>                          | 1,244,646.66            |
| <b>Total Income</b>                                     | 1,244,646.66            |
| <b>Gross Profit</b>                                     | 1,244,646.66            |
| <b>Expense</b>  |                         |
| <b>5000 · PERSONNEL SERVICES/PAYROLL</b>                |                         |
| <b>5010 · WAGES &amp; SALARIES</b>                      |                         |
| 5020 · OPERATIONS STAFF                                 |                         |
| 5023 · Wages/Fuel Dock                                  | 20,626.91               |
| <b>Total 5020 · OPERATIONS STAFF</b>                    | 20,626.91               |
| 5040 · OVERTIME   |                         |
| 5050 · OPERATIONS/OVERTIME                              |                         |
| 5053 · Overtime/Fuel Dock                               | 2,143.23                |
| <b>Total 5050 · OPERATIONS/OVERTIME</b>                 | 2,143.23                |
| <b>Total 5040 · OVERTIME</b>                            | 2,143.23                |
| <b>Total 5010 · WAGES &amp; SALARIES</b>                | 22,770.14               |
| <b>5060 · EMPLOYEE COSTS &amp; BENEFITS</b>             |                         |
| 5070 · Payroll Taxes                                    | 2,604.25                |
| <b>Total 5060 · EMPLOYEE COSTS &amp; BENEFITS</b>       | 2,604.25                |
| <b>Total 5000 · PERSONNEL SERVICES/PAYROLL</b>          | 25,374.39               |
| <b>6100 · REPAIRS &amp; MAINTENANCE</b>                 |                         |
| 6110 · Maintenance & Repairs                            | 32,738.98               |
| 6115 · Services & Supplies                              | 3,666.18                |
| <b>Total 6100 · REPAIRS &amp; MAINTENANCE</b>           | 36,405.16               |
| 6150 · FUEL purchased for resale                        | 1,046,176.34            |
| <b>6200 · UTILITIES</b>                                 |                         |
| 6210 · Telecommunications                               | 1,083.62                |
| 6220 · Electric   | 1,943.17                |
| 6240 · Sanitary   | 1,028.17                |
| 6250 · Waste Management                                 | 8,019.45                |
| <b>Total 6200 · UTILITIES</b>                           | 12,054.41               |
| <b>6300 · OFFICE EXPENSE</b>                            |                         |
| 6315 · Office Services & Supplies                       | 463.90                  |
| <b>Total 6300 · OFFICE EXPENSE</b>                      | 463.90                  |
| <b>6350 · BANK SERVICE &amp; FINANCE FEES</b>           |                         |
| 6335 · Merchant Services Fees                           | 11,501.89               |
| 6360 · Bank Service Charge/Fees                         | 10.00                   |
| 6365 · Finance Charge/Late Fee                          | 1,349.89                |
| <b>Total 6350 · BANK SERVICE &amp; FINANCE FEES</b>     | 12,861.58               |
| <b>6500 · PERMITS, LICENSES, TAXES &amp; MISC</b>       |                         |
| 6584 · Cash over/short                                  | 1.50                    |
| <b>Total 6500 · PERMITS, LICENSES, TAXES &amp; MISC</b> | 1.50                    |
| <b>6600 · BAD DEBT</b>                                  |                         |
| <b>6800 · INSURANCE; PROP &amp; CAS, BOND</b>           | 3,824.99                |
| <b>6900 · PROFESSIONAL FEES</b>                         |                         |
| 6922 · Engineering Services                             | 4,920.00                |
| 6925 · Consultants                                      | 450.00                  |
| <b>Total 6900 · PROFESSIONAL FEES</b>                   | 5,370.00                |
| <b>Total Expense</b>                                    | 1,142,532.27            |
| <b>Net Ordinary Income</b>                              | 102,114.39              |
| <b>Net Income</b>                                       | 102,114.39              |

174

Travis,

Please find attached the Estimate to replace the fuel dispenser on the fuel dock.

I had a chance to look at the unleaded fuel sample that the guys obtained while doing work on the fuel storage tanks. There is no visible free water in the samples and a small amount of particulate. There is no action recommended at this time for the unleaded fuel. Recommend that we pull samples annually to monitor the fuel quality.

Sincerely,

**Jeff Cooper**

*Director of Industrial Solutions*

4195 Santiam Hwy SE

Albany, OR 97322

**Direct:** 541.926.1817

**Cell:** 541.936.0305

**Toll Free:** 800.949.1817

**CarsonTeam.com**



# Pump Pipe & Tank Services, LLC

P.O. Box 146  
 Talent, OR 97540  
 Phone (541) 535-6542

CA lic #569114  
 CCB #63709 /197390  
 Fax (541) 535-5557

## Estimate

| Date      | Estimate # |
|-----------|------------|
| 11/2/2018 | 11022018   |

www.pumppipetank.com

| Name / Address   |
|--|
| Port of Brookings<br>16200 Lower Harbor Rd.<br>Harbor, OR 97415<br>Contact: Brent Ferguson<br>541.661.7280 |



30 YEARS  
 OF EXCELLENT SERVICE

| Qty | Description  | Cost     | Total    |
|-----|--|----------|----------|
|     | Job Site: Port Of Brookings  |          |          |
|     | Estimated cost to remove and replace (1) existing Wayne gas dispensers at Marina |          |          |
| 1   | Dresser Wayne Dual Product Twin Dispenser  | 8,000.00 | 8,000.00 |
| 1   | Estimated Freight  | 150.00   | 150.00   |
| 1   | Estimated Electrical   | 3,500.00 | 3,500.00 |
| 1   | Estimated Labor & Materials  | 6,000.00 | 6,000.00 |

ACCEPTED BY(customer) \_\_\_\_\_ DATE \_\_\_\_\_

Phone \_\_\_\_\_

Estimate Good For 15 days

|              |                    |
|--------------|--------------------|
| <b>Total</b> | <b>\$17,650.00</b> |
|--------------|--------------------|

176



Carson Industrial Solutions

Estimate # 316-001-2018

Fuel Dock Dispenser Replacement

November 12, 2018

Travis Webster, Harbormaster  
Port of Brookings  
Brookings, Oregon

Mr. Webster,

Pursuant to your request, we are pleased to provide this estimate to replace the fuel dispenser located on the fuel dock at the Port of Brookings.

Attached are 2 estimates. One for a Wayne fuel dispensing unit and one for a Gasboy fuel dispensing unit. Since there is only \$47.72 difference between the two brands, we recommend the Wayne unit. We feel that the Wayne unit will hold up better in the marine environment due to the use of stainless steel in the manufacture of the Wayne dispenser.

Sincerely,

Jeff Cooper  
Director of Industrial Solutions  
Cell: (541) 936-0305  
Email: [cooper@carsonteam.com](mailto:cooper@carsonteam.com)



Port of Brookings

Estimate #316-001-2018

**Proposal Estimate**

**Wayne Dispensing Unit**

| <u>Service/Part Description</u>  | <u>Unit of Measure</u> | <u>Estimated Units</u> | <u>Unit Price</u> | <u>Estimated Cost</u> |
|----------------------------------|------------------------|------------------------|-------------------|-----------------------|
| Mobilization                     | Each                   | 1                      | \$2,136.00        | \$2,136.00            |
| Wayne Dispenser (Dual Product)   | Each                   | 1                      | \$10,074.62       | \$10,074.62           |
| Freight                          | Each                   | 1                      | \$165.00          | \$165.00              |
| Electrical                       | Each                   | 1                      | \$6,500.00        | \$6,500.00            |
| Labor (2 Technicians)            | Per Day                | 1                      | \$1,800.00        | \$1,800.00            |
| Per Diem                         | Per Day                | 2                      | \$330.00          | \$660.00              |
| Misc Plumbing parts and fittings | Each                   | 1                      | \$1,000.00        | \$1,000.00            |
| <b>Total Project Estimate:</b>   |                        |                        |                   | <b>\$22,335.62</b>    |

**Gasboy Dispensing Unit**

| <u>Service/Part Description</u>  | <u>Unit of Measure</u> | <u>Estimated Units</u> | <u>Unit Price</u> | <u>Estimated Cost</u> |
|----------------------------------|------------------------|------------------------|-------------------|-----------------------|
| Mobilization                     | Each                   | 1                      | \$2,136.00        | \$2,136.00            |
| Gasboy Dispenser (Dual Product)  | Each                   | 1                      | \$10,026.90       | \$10,026.90           |
| Freight                          | Each                   | 1                      | \$165.00          | \$165.00              |
| Electrical                       | Each                   | 1                      | \$6,500.00        | \$6,500.00            |
| Labor (2 Technicians)            | Per Day                | 1                      | \$1,800.00        | \$1,800.00            |
| Per Diem                         | Per Day                | 2                      | \$330.00          | \$660.00              |
| Misc Plumbing parts and fittings | Each                   | 1                      | \$1,000.00        | \$1,000.00            |
| <b>Total Project Estimate:</b>   |                        |                        |                   | <b>\$22,287.90</b>    |

This Estimate is valid for 30 days from date of issue. Payment terms are "Net 30". Invoices outstanding over 30 days are subject to a 1.5% Late Charge.

178

# OLD BUSINESS AGENDA ITEM A

---

**DATE:** *November 20, 2018*  
**RE:** *Harbor Fire District Agreement*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:**

---

## OVERVIEW

- This is an agreement between P.O.B.H and Harbor Fire District to receive safety training, fire prevention training, water rescue, recognizing and disposal of hazardous materials.

## DOCUMENTS

- Agreement, 1 page.

## COMMISSIONERS ACTION

- Discuss, approve or deny agreement.

**This is an agreement between the  
Port of Brookings Harbor (POBH)  
PO Box 848  
16330 Lower Harbor Rd  
Brookings, OR 97415**

541-469-2218

And the

**Harbor Fire District  
PO Box 2001  
98069 W. Benham Ln  
Brookings, OR 97415**

541-469-5301

The POBH hereby grants the Harbor Fire District \$15,000 with the understanding that these funds will be used toward the cost of safety training; fire prevention training; water rescue; recognizing and disposal of Hazardous Materials. The Harbor Fire Department personnel will recommend safe practices within the RV Park as well as the Fuel Dock by conducting training inspections with port personnel.

The term of this agreement is FY 2018-2019

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Port of Brookings Harbor (POBH)

Harbor Fire District

180

# OLD BUSINESS AGENDA ITEM B

---

**DATE:** *November 20, 2018*  
**RE:** *Rogue Credit Union Lease*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:**

---

## OVERVIEW

- Rogue Credit Union has an ATM next to the Port Office, this is a lease for that 220 sq. ft. facility.
- September 18, Regular Meeting, Item was tabled due to still being with Rogue Credit Unions Attorney.
- October 12, still have not received the draft copy back from Rogue Credit Union.
- October 16, Nothing new to report
- November 20, still have not received a signed copy back, and was told the signer won't be back until the end of November.

## DOCUMENTS

- No documents.

## COMMISSIONERS ACTION

- Nothing at this time.

# OLD BUSINESS AGENDA ITEM C

---

**DATE:** *November 20, 2018*  
**RE:** *Security*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:**

---

## OVERVIEW

- October 16, Regular Meeting, Ferraccioli suggested looking into security cameras. Webster suggested putting up lights. The board agreed to bring this up at a special meeting and discuss with Knight Security on what they have observed down at the Port and how to proceed.

## DOCUMENTS

- No Documents.

## COMMISSIONERS ACTION

- For the board to discuss, and direct staff on how to proceed.

# OLD BUSINESS AGENDA ITEM D

---

**DATE:** *November 20, 2018*  
**RE:** *Green Building*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:**

---

## OVERVIEW

- July 17, Regular meeting Craig Graber, Executive Director, with Brookings Outreach Gospel Mission talked about their interest in the green building to be able to house families, men, women, transients with dogs. The board suggested to get a business plan together and come talk to our Port Manager about being put on our agenda. Have not heard anything back from Mr. Graber.
- August 21, Regular meeting Connie Hunter discussed potential funders, her three different business plans, and the board recommended that she put together a list of her needs and questions, give it to staff and we can get you those answers for her. Have not heard anything back from Mrs. Hunter.
- IFA has requested from the Port a proposal on a viable alternative to the property, at no expense to the state, otherwise the property will remain the same.

## DOCUMENTS

- No Documents.

## COMMISSIONERS ACTION

- For the board to discuss, and direct staff on how to proceed.



# OLD BUSINESS AGENDA ITEM E

---

**DATE:** *November 20, 2018*  
**RE:** *44 ft USCG Motor Life Boat*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:**

---

## OVERVIEW

- July 23, Special Meeting, Range mentioned that he has someone interested in the United States Coast Guard 44 MLB Vessel. The board and staff did not see a problem with this item moving forward.
- John Shaw, Executive Director with Westport South Beach Historical Society Westport Maritime Museum, is still interested in the vessel for dry land display.

## DOCUMENTS

- Email Documents, 3 pages.

## COMMISSIONERS ACTION

- For the board to discuss, and make a motion relinquishing any and all claims against the vessel.



Danielle Shepard <moorage@portofbrookingsharbor.com>

---

**Fwd: 44' MLB**

1 message

---

**Kathy Lindley Hall** <kathy@portofbrookingsharbor.com>  
To: Danielle Shepard <moorage@portofbrookingsharbor.com>

Tue, Nov 13, 2018 at 4:48 PM

Kathy Lindley Hall  
Interim Port Manager  
Port of Brookings Harbor  
PO Box 848  
Brookings, OR 97415  
[Kathy@portofbrookingsharbor.com](mailto:Kathy@portofbrookingsharbor.com)

*Disclaimer: If you received this email between 8:30 a.m. and 1 p.m. PDT I was on break from OTC.*

----- Forwarded message -----

From: **John Shaw** <[johnshaw98520@gmail.com](mailto:johnshaw98520@gmail.com)>

Date: Tue, Nov 13, 2018 at 4:40 PM

Subject: RE: 44' MLB

To: Kathy Lindley Hall <[kathy@portofbrookingsharbor.com](mailto:kathy@portofbrookingsharbor.com)>

Cc: Ken Range <[ken@portofbrookingsharbor.com](mailto:ken@portofbrookingsharbor.com)>, Richard Heap <[richard@portofbrookingsharbor.com](mailto:richard@portofbrookingsharbor.com)>, Joe Speir <[Joe@portofbrookingsharbor.com](mailto:Joe@portofbrookingsharbor.com)>, Wesley Ferraccioli <[wes@portofbrookingsharbor.com](mailto:wes@portofbrookingsharbor.com)>, Roy Davis <[roydavistx@gmail.com](mailto:roydavistx@gmail.com)>

Kathy,

Thank you for the heads up. Howards Tingley had contacted me on behalf of JoAnn Cady last week and suggested that some action may be forthcoming.

The Maritime Museum is still interested in the 44385 for purposes of restoration for dry land display.

Please advise the outcome of the meeting as you are able.

Regards

John Shaw

Executive Director

Westport South Beach Historical Society

Westport Maritime Museum

Grays Harbor Lighthouse

2201 Westhaven Dr.

P.O. Box 1074

185

Westport WA 98595

360-268-0078 Museum

360-580-7840 Cell

johnshaw98520@gmail.com

<https://www.wsbhs.org/>



---

**From:** Kathy Lindley Hall [mailto:kathy@portofbrookingsharbor.com]  
**Sent:** Tuesday, November 13, 2018 2:01 PM  
**To:** John Shaw  
**Cc:** Ken Range; Richard Heap; Joe Speir; Wesley Ferraccioli; Roy Davis  
**Subject:** 44' MLB

Hi John,

The up coming Port Commission meeting is November 20. The status of the 44' MLB is on the agenda. It is my information that Joan Cady is willing (has) given up all legal rights to the vessel. The Port Commissioners needs to decide if the Port is willing to forgo all storage fees.

Are you still interested in acquiring the 44'?

This is my last week as Interim Port Manager. Gary Dehlinger is returning as manager on November 19.

Take care.

Kathy Lindley Hall  
Interim Port Manager  
Port of Brookings Harbor

186

PO Box 848

Brookings, OR 97415

[Kathy@portofbrookingsharbor.com](mailto:Kathy@portofbrookingsharbor.com)

*Disclaimer: If you received this email between 8:30 a.m. and 1 p.m. PDT I was on break from OTC.*

# OLD BUSINESS AGENDA ITEM F

---

**DATE:** *November 20, 2018*  
**RE:** *Washing Sport Dock*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:**

---

## OVERVIEW

- October 16, Regular Meeting, Public comment from Mr. George mentioned the cleaning of Basin 1 docks due to bird feces.
- Chetco Cleaning Services came out last month and pressure washed the docks.

## DOCUMENTS

- No Documents.

## COMMISSIONERS ACTION

- For the board to discuss, no action needed.

# OLD BUSINESS AGENDA ITEM G

---

**DATE:** *November 20, 2018*  
**RE:** *Strategic Business Plan Review*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:**

---

## OVERVIEW

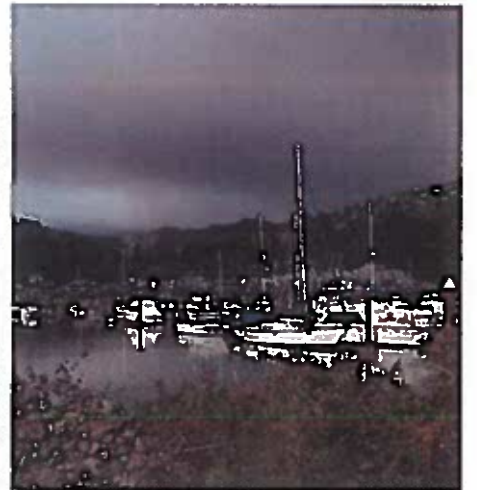
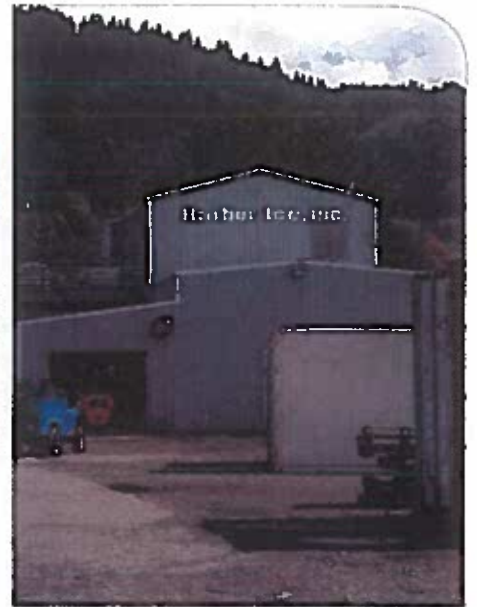
- The Port of Brookings Harbor strategic business plan is presented for review and adoption by the Port Commission, with review and acceptance by the Oregon Business Development Department. Once adopted, the Port may request Oregon Ports Planning and Marketing funds for the projects discussed in the strategic business plan. The plan may be amended to accommodate changing conditions and new opportunities, and must be updated every 10 years, with a mid-point (5-year) review and annual updates for sub-plan components.

## DOCUMENTS

- Strategic Business Plan, 84 pages.
- Background Brief, 5 pages

## COMMISSIONERS ACTION

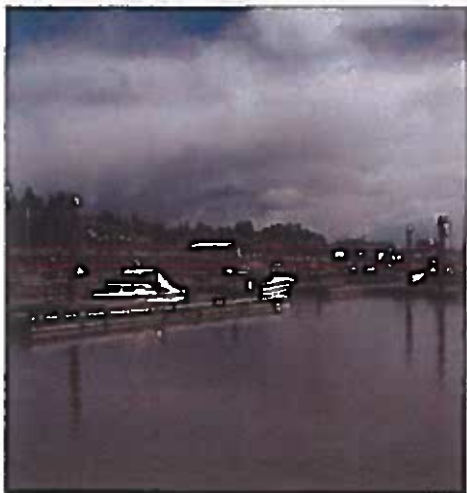
- For the board to discuss, no action needed at this time.



# Port of Brookings Harbor Strategic Business Plan

Volume 2. Plan | June 2015

Thanks to the Port of Brookings Harbor, its stakeholders, and community partners for sharing their time and insight in the development of this Strategic Business Plan.



**Acknowledgements**

This strategic business plan was developed by the Port of Brookings Harbor with assistance from Business Oregon. For more information about the Port of Brookings Harbor, visit [port-brookings-harbor.com](http://port-brookings-harbor.com)

**Prepared by**

BergerABAM  
116 Third Street, Suite 217  
Hood River, Oregon 97031

**In Association with**

FCS GROUP  
4380 SW Macadam Avenue, Suite 220  
Portland, OR 97239

**Port of Brookings Harbor Commissioners**

Roy Davis, Chairman  
Sue Gold, Vice Chairman  
Jim Relaford, Secretary/Treasurer  
Mike Manning, Commissioner  
Tim Patterson, Commissioner

**Port of Brookings Harbor Staff**

Ted Fitzgerald, Executive Director  
Travis Webster, Operations Supervisor

**Please see also, Volume 1 – Strategy**

**June 2015**



# STRATEGIC BUSINESS PLAN

## Port of Brookings Harbor Strategic Business Plan

### TABLE OF CONTENTS

| SECTION   | PAGE      |
|---|-----------|
| <b>1.0 STRATEGIC PLAN DEVELOPMENT PROCESS .....</b>                         | <b>1</b>  |
| <b>2.0 PORT MISSION.....</b>  | <b>1</b>  |
| <b>3.0 PORT OVERVIEW.....</b>   | <b>1</b>  |
| <b>3.1 Port History .....</b>   | <b>2</b>  |
| <b>3.2 Commission .....</b>   | <b>3</b>  |
| <b>3.3 Staff/Professional Development .....</b>                             | <b>3</b>  |
| <b>3.4 Financial and Market Conditions.....</b>                             | <b>3</b>  |
| <b>3.4.1 International and National Overview .....</b>                      | <b>4</b>  |
| <b>3.4.2 Oregon and Curry County Overview.....</b>                          | <b>4</b>  |
| <b>3.5 Port Facilities.....</b>   | <b>5</b>  |
| <b>4.0 DEFINING THE PROBLEM AND OPPORTUNITY.....</b>                        | <b>6</b>  |
| <b>4.1 District Population Profile .....</b>                                | <b>6</b>  |
| <b>4.2 District Income Profile .....</b>                                    | <b>6</b>  |
| <b>4.3 Employment Forecasts .....</b>                                       | <b>7</b>  |
| <b>4.4 Industry Cluster Analysis .....</b>                                  | <b>9</b>  |
| <b>4.5 Target Markets .....</b>   | <b>11</b> |
| <b>4.6 Development Potential .....</b>                                      | <b>11</b> |
| <b>5.0 POLICY CONTEXT AND SITUATIONAL ANALYSIS .....</b>                    | <b>13</b> |
| <b>5.1 Curry County.....</b>  | <b>13</b> |
| <b>5.2 Zoning.....</b>  | <b>13</b> |
| <b>5.3 Statewide Planning Goals.....</b>                                    | <b>15</b> |
| <b>5.3.1 Statewide Planning Goal 9 – Economic Development.....</b>          | <b>15</b> |
| <b>5.3.2 Statewide Planning Goal 12 – Transportation.....</b>               | <b>16</b> |
| <b>5.3.3 Statewide Planning Goal 17 – Coastal Shorelands.....</b>           | <b>16</b> |
| <b>5.3.4 Statewide Planning Goal 19 – Ocean Resources .....</b>             | <b>17</b> |
| <b>5.4 Statewide Port Strategic Business Plan .....</b>                     | <b>17</b> |
| <b>5.5 Local and Regional Plans .....</b>                                   | <b>17</b> |
| <b>5.6 Dredging Analysis.....</b>   | <b>18</b> |
| <b>5.7 Economic Benefits Analysis .....</b>                                 | <b>20</b> |
| <b>5.8 Local and Regional Partners .....</b>                                | <b>20</b> |
| <b>5.9 Identify Strengths, Weaknesses, Opportunities, and Threats .....</b> | <b>21</b> |
| <b>6.0 STRATEGIC BUSINESS PLAN .....</b>                                    | <b>21</b> |
| <b>6.1 Capital Facilities Plan .....</b>                                    | <b>22</b> |
| <b>6.1.1 Project Opportunities .....</b>                                    | <b>23</b> |
| <b>6.1.2 Boatyard Relocation Plan .....</b>                                 | <b>26</b> |

|     |                                      |    |
|-----|--------------------------------------|----|
| 6.2 | Management Plan .....                | 29 |
| 6.3 | Financial Plan .....                 | 30 |
| 6.4 | Environmental Plan .....             | 31 |
| 6.5 | Marketing Plan .....                 | 31 |
| 7.0 | IMPLEMENTATION AND ACTION PLAN ..... | 32 |
| 8.0 | ATTACHMENTS AND EXHIBITS .....       | 34 |

**LIST OF TABLES**

|          |   |    |
|----------|---|----|
| Table 1  | – Population Trends .....   | 6  |
| Table 2  | – Population Trends in Oregon and Curry County .....              | 6  |
| Table 3  | – Income Trends in Curry County .....                             | 7  |
| Table 4  | – Non-Farm Employment Trends by Sector in Curry County .....      | 7  |
| Table 5  | – Curry County Employment Trends by Sector .....                  | 7  |
| Table 6  | – Top Employers in Port District, 2012 .....                      | 8  |
| Table 7  | – Projected Private Employment Land Need - 20 year Forecast ..... | 12 |
| Table 8  | – Allowed Commercial Uses .....                                   | 13 |
| Table 9  | – Allowed Industrial Uses .....                                   | 14 |
| Table 10 | – Local and Regional Plans .....                                  | 17 |
| Table 11 | – Port of Brookings Harbor Dredging Requirements .....            | 19 |
| Table 12 | – Port of Brookings Harbor Disposal Sites .....                   | 19 |
| Table 13 | – SWOT Analysis .....   | 21 |
| Table 14 | – Capital Improvement Plan .....                                  | 22 |
| Table 15 | – Project Opportunities .....                                     | 23 |
| Table 16 | – Boatyard Build-Out and Relocation Permit Matrix .....           | 27 |
| Table 17 | – Action Plan .....   | 32 |

**LIST OF PHOTOGRAPHS**

|         |                                    |   |
|---------|------------------------------------|---|
| Photo 1 | – New Walkway at Sport Basin ..... | 3 |
| Photo 2 | – Marina Overview .....            | 5 |

**LIST OF FIGURES**

|          |   |    |
|----------|---|----|
| Figure 1 | – Unemployment Rates in Oregon and Curry County .....         | 4  |
| Figure 2 | – Employment Forecast for South Coast Region, 2010–2020 ..... | 9  |
| Figure 3 | – Employment Clusters in Curry County, 2012 .....             | 10 |
| Figure 4 | – Concept Plan .....  | 25 |
| Figure 5 | – Boatyard Relocation Plan .....                              | 28 |

**LIST OF APPENDICES**

|            |  |
|------------|--|
| Appendix A | Meeting and Interview Summaries            |
| Appendix B | Curry County Zoning Map                    |
| Appendix C | Facilities Condition Assessment Memorandum |
| Appendix D | Market Analysis                            |
| Appendix E | Dredge Operational Analysis Summary        |
| Appendix F | Dredge Financial Analysis                  |
| Appendix G | Financial Plan                             |

**PORT OF BROOKINGS HARBOR  
STRATEGIC BUSINESS PLAN**

**1.0 STRATEGIC PLAN DEVELOPMENT PROCESS**

This strategic business plan was developed to meet the requirements of Business Oregon, the state's Economic Development Department. BergerABAM led the consultant team in the development of this plan in conjunction with the Port of Brookings Harbor (Port) Commissioners, staff, and community members. A kickoff meeting with Port staff and Commissioners and staff, eight stakeholder interviews and a strengths, weaknesses, opportunities, and threats (SWOT) analysis, and two public meetings/Port Commission workshops were held while the plan was being developed. Meeting and interview summaries are included as Appendix A to this report.

The public and members of the Port Commission reviewed the draft updated plan as part of the second round of public meetings in May 2014. Following the May 2014 Port Commission meeting, the release of the final updated plan was delayed by the State in order to address dredging operational and financial analyses (see section 5.5). Public, Port Commission, and State comments, as well as the dredge analysis, are incorporated in this final June 2015, Port of Brookings Harbor Strategic Business Plan.

**2.0 PORT MISSION**

The existing mission of the Port of Brookings Harbor is:

- 1. To preserve and enhance its economic activities.*
- 2. To facilitate, through the creation of local, state, and federal partnerships, the full economic potential of the Port of Brookings Harbor and Curry County.*
- 3. To develop a course of action, that over time, ensures the self-sufficiency of the Port district.*

**3.0 PORT OVERVIEW**

The Port of Brookings Harbor is Oregon's southernmost port, and is located just a few miles from the California border in Curry County, Oregon. The Port occupies approximately 60 acres of marine and related property at the mouth of the Chetco River on the Pacific Ocean. The Port district covers approximately 400 square miles from the mouth of the Pistol River, south to the Oregon-California border, and east to the Curry-Josephine county line (see Appendix B).

The Port offers more than 650 boat slips on the south bank of the Chetco River, just south of the City of Brookings. This sportsman's paradise is located midway between Coos Bay, Oregon and Humboldt Bay, California. Based on proximity, Brookings Harbor fisheries – as well as economics and political context – extend into California, including the areas of Crescent City and Trinidad.

The Brookings area experiences mild climate, is surrounded by natural beauty, and offers one of the safest bar crossings on the West Coast. Year-round hunting, camping, and fishing attract visitors from the southern Willamette Valley in the Medford area, while others arrive from Portland, San Francisco, and beyond. Many come to fish for snapper, salmon, and albacore tuna and others come for the easy access to inland rivers and mountains and for the local restaurants, beaches, and hotels.

Brookings Harbor is also a working port, offering commercial and recreational boat basins. The commercial fleet fishes for Dungeness crab, tuna, snapper, and shrimp, and has access to the boatyard, commercial docks, ice house, and cold storage facilities. Fishing is a critical part of the Brookings area economy and Port-generated activities contribute significantly to the Oregon state economy.

### **3.1 Port History**

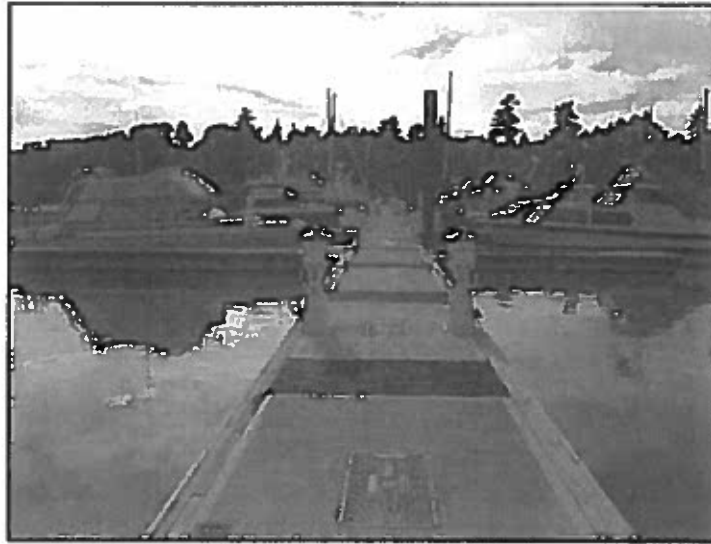
Before its creation as a Port district and the appointment of the first five Port Commissioners in 1956, the Port was a deep-water harbor constructed by the Brookings Lumber & Box Company. Throughout the early 1900s, Port land was occupied by various lumber and mill companies. The final company left the Port in 1925, and for many years, the land and mill pond were all that remained. As the Oregon coast highway was constructed and improved throughout the 1920s, the area became more accessible and its popularity for recreational uses grew.

The Rivers and Harbors Act of 1945 authorized the improvement of the harbor at the mouth of the Chetco River and the construction of rock jetties. That project was not funded until 1956 and the U.S. Army Corps of Engineers (USACE) completed construction in 1957. The first boat basin at the Port was constructed in 1958 with private funds and was expanded in 1959 onto property purchased by the Port. Throughout the late 1900s and into the early 2000s, the Port continued to develop as a commercial and sport fishing port and became one of the most active ports on the Oregon coast.

In 2011, the Port was hit with the tsunami that had resulted from a 9.0 magnitude underwater earthquake off the coast of Japan. The tsunami caused over \$7 million in damage to Port property and destroyed several private vessels. With federal and state assistance, since 2011 the Port has focused its efforts on tsunami relief and repairing damaged facilities and infrastructure. See Photo 1 for an example of Port infrastructure reconstructed in conjunction with tsunami relief.<sup>1</sup>

---

<sup>1</sup> Information contained in section 3.1 drawn from the Port of Brookings Harbor History webpage, [www.port-brookings-harbor.com](http://www.port-brookings-harbor.com), accessed April 18, 2014.



**Photo 1 – New Walkway at Sport Basin**

### **3.2 Commission**

The five-member Port Commission is composed of elected officials who serve 4-year terms as governed by ORS Chapter 777. The Commission meets on the third Tuesday of every month and perform their duties as unpaid volunteers.

### **3.3 Staff/Professional Development**

In 2014, the Port's staff consists of 18 employees, including a Chief Executive Officer/Executive Director, Chief Financial Officer/Finance Director, an Operations Supervisor, three administrative staff, and 12 maintenance/operational staff. Staff members participate in the following professional development activities and/or trainings:

- Safety training, held monthly with all staff
- Forklift and crane training and certification, held annually
- Boiler/pressure vessel training and licensing
- Powered industrial truck operator training
- Accounting and administrative training
- Hazardous Waste Operations and Emergency Response Standard (HAZWOPER) training

### **3.4 Financial and Market Conditions**

The Port, the southernmost port in Oregon, is located approximately 5 miles from the Oregon-California border. Known as the busiest recreational Port on the Oregon Coast, the Port manages a 650+ slip marina for recreational and commercial boating.<sup>2</sup>

---

<sup>2</sup> Information in section 3.4 provided by FCS GROUP.

### 3.4.1 International and National Overview

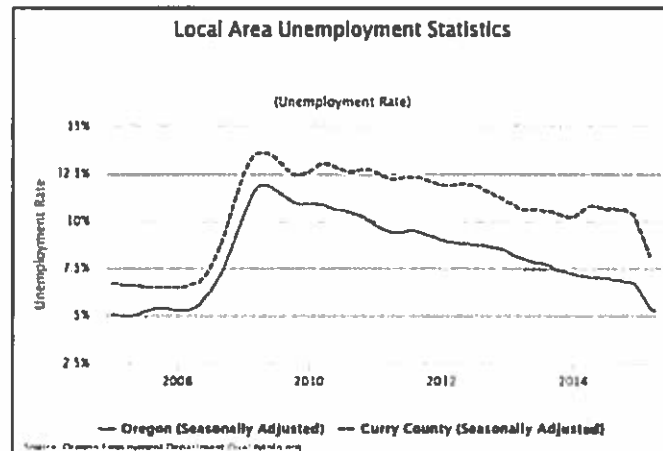
As of 2015, moderate economic expansion is occurring nationally and in Oregon. According to the U.S. Bureau of Economic Analysis, real gross domestic product (GDP) – the measure of the value of all goods and services produced annually – increased by 2.4 percent during 2014, compared with an annual rate of 2.2 percent in 2013 and 2.3 percent in 2012.

The future GDP outlook for the United States is promising. According to recent projections by the Federal Reserve Open Market Committee, national real GDP is expected to grow between 2.1 percent and 3.1 percent in 2015 and between 2.2 percent and 3 percent in 2016.

### 3.4.2 Oregon and Curry County Overview

Oregon posted a year-over-year overall gain of 55,900 jobs between April 2014 and April 2015, which was an improvement over the prior year's gain of 44,800 jobs. During the same time, the state's seasonally adjusted unemployment rate continued to fall from 7 percent in April 2014 to 5.2 percent in April 2015 (slightly lower than the 5.4 percent unemployment rate for the United States).

As of March 2015, the unemployment rate in Curry County remained well above the Oregon average at 8.1 percent (see Figure 1) although, since 2012, the unemployment rate in Curry County has started to edge lower. It should be noted that Oregon and Curry County also experience a high level of underemployment, which is not reflected in these data trends.



Data provided by FCS GROUP

Figure 1 – Unemployment Rates in Oregon and Curry County

197

### 3.5 Port Facilities

The Port owns approximately 60 acres of marine property at the mouth of the Chetco River in Curry County. The Port operates and maintains a sport basin that accommodates approximately 375 recreational vessels and a commercial basin that accommodates approximately 250 vessels. In addition to the boat basins, Port facilities include receiving and fuel docks, ice house and cold storage facilities, a boatyard, a boardwalk, an RV park, and numerous commercial buildings (see Photo 2). A facilities assessment conducted on April 1-2, 2014, included a visual reconnaissance and reviewed available technical reports and drawings. The facilities condition assessment memorandum is included as Appendix C.



Photo 2 – Marina Overview

The Port-owned Green Building is a 10,613-square foot, two-story, wood-framed structural shell that was built in 2003, but did not include any interior improvements. It has never been occupied, now has broken windows, and, according to Port staff, would require substantial upgrades in order to meet current building and fire codes. The Port continues to evaluate options for improving and utilizing the building for commercial lease space. According to a 2013 inspection report, the building would require just over \$1 million in improvements to gain occupancy.

#### 4.0 DEFINING THE PROBLEM AND OPPORTUNITY

The following sections discuss demographic and market conditions within the Port district as well as potential target industries and development opportunities. A market analysis is included as Appendix D.<sup>3</sup>

#### 4.1 District Population Profile

In 2015, Curry County's population was 22,355. Over the 2000 to 2015 timeframe, the average annual population growth rate for the County was well below the statewide average (see Table 1).

**Table 1 – Population Trends**

|              | 2000 Census | 2010 Census | 2014 PSU  | Annual Growth Rate |           |
|--------------|-------------|-------------|-----------|--------------------|-----------|
|              |             |             |           | 2000-2010          | 2010-2014 |
| Curry County | 21,137      | 22,364      | 22,355    | 0.6%               | -0.0%     |
| Brookings    | 5,447       | 6,336       | 6,535     | 1.5%               | 0.8%      |
| Gold Beach   | 1,897       | 2,253       | 2,275     | 1.7%               | 0.2%      |
| Port Orford  | 1,155       | 1,133       | 1,135     | -0.2%              | 0.0%      |
| Oregon       | 3,421,399   | 3,831,074   | 3,962,710 | 1.1%               | 0.8%      |

Source: 2000, 2010 U.S. Census; Portland State University (PSU) College of Urban and Public Affairs Annual Population Estimates (data provided by FCS GROUP).

The Oregon Office of Economic Analysis (OEA) expects moderate population growth in Curry County for years to come. As shown in Table 2, Curry County is projected to add 2,119 people between 2015 and 2030. This level of population growth would be expected to support about 815 new dwelling units in Curry County (assumes current Census average of 2.6 persons per household). These housing demand forecasts do not include the additional demand that could be created by seasonal (second home) investments.

**Table 2 – Population Trends in Oregon and Curry County**

|              | 2015 OEA  | 2020 OEA  | 2025 OEA  | 2030 OEA  | Annual Growth Rate 2015-2030 |
|--------------|-----------|-----------|-----------|-----------|------------------------------|
| Curry County | 22,321    | 23,087    | 23,854    | 24,440    | 0.6%                         |
| Oregon       | 4,001,600 | 4,252,100 | 4,516,200 | 4,768,000 | 1.2%                         |

Source: Office of Economic Analysis, Department of Administrative Services, State of Oregon Forecasts of Oregon's County Populations and Components of Change, 2010-2050 (data provided by FCS GROUP).

#### 4.2 District Income Profile

In spite of two national economic recessions, income levels within Curry County have increased over the past decade. In 2013, the median household income level for the County was approximately \$37,469, up from \$30,117 in 1999. The median income level in Curry County is about 24 percent lower than the Oregon statewide average. This income disparity has not changed much over the past decade (Table 3).

<sup>3</sup> Information contained in section 4.0 provided by FCS GROUP.



**Table 3 – Income Trends in Curry County**

| Median Household Income  | 1999     | 2013     | Annual Growth Rate |
|--------------------------|----------|----------|--------------------|
| Coos County              | \$31,542 | \$37,491 | 1.2%               |
| Curry County             | \$30,117 | \$37,469 | 1.6%               |
| Oregon                   | \$40,916 | \$49,260 | 1.3%               |
| Washington               | \$45,777 | \$57,244 | 1.6%               |
| <b>Per Capita Income</b> |          |          |                    |
| Coos County              | \$17,547 | \$22,239 | 1.7%               |
| Curry County             | \$18,138 | \$23,972 | 2.0%               |
| Oregon                   | \$20,940 | \$26,809 | 1.8%               |
| Washington               | \$22,973 | \$30,742 | 2.1%               |

Source: 2000 U.S. Census (1999 dollars) and 2009-2013 ACS (2013 dollars); (data provided by FCS GROUP).

#### 4.3 Employment Forecasts

According to the Oregon Employment Department (OED), in 2014, Curry County had 6,060 jobs covered by unemployment insurance. The current level of employment is down from the recent peak of 7,110 jobs in 2005. The employment sectors in Curry County that grew the fastest between 2010 and 2013 were mining and logging, education and health services, and manufacturing (see Table 4 and Table 5).

**Table 4 – Non-Farm Employment Trends by Sector in Curry County**

|                    | 2001  | 2006  | 2010  | 2015  | Annual Growth Rate 2010-2015 |            |
|--------------------|-------|-------|-------|-------|------------------------------|------------|
|                    |       |       |       |       | Change                       | Percentage |
| Industrial Trades* | 1,420 | 1,660 | 1,240 | 1,150 | (90)                         | -1.50%     |
| Retail Trade       | 1,080 | 1,070 | 970   | 910   | (60)                         | -1.27%     |
| Services           | 2,520 | 2,940 | 2,630 | 2,690 | 60                           | 0.45%      |
| Government         | 1,430 | 1,400 | 1,350 | 1,290 | (60)                         | -0.91%     |
| Total              | 6,450 | 7,070 | 6,190 | 6,040 | (150)                        | -0.49%     |

\*Includes construction, manufacturing, wholesale trade, transportation, utilities and mining/logging businesses.

Note: Employment includes workers "covered" by unemployment insurance.

Source: OED; compiled by FCS GROUP.

**Table 5 – Curry County Employment Trends by Sector**

| Sector                     | 2001  | 2006  | 2010  | 2015  | Annual Growth Rate 2010-2015 |            |
|----------------------------|-------|-------|-------|-------|------------------------------|------------|
|                            |       |       |       |       | Change                       | Percentage |
| Total Nonfarm Employment   | 6,450 | 7,070 | 6,190 | 5,790 | (400)                        | -1.33%     |
| Total Private              | 5,020 | 5,670 | 4,840 | 4,500 | (340)                        | -1.45%     |
| Mining and Logging         | 170   | 150   | 100   | 120   | 20                           | 3.71%      |
| Construction               | 390   | 660   | 390   | 270   | (120)                        | -7.09%     |
| Manufacturing              | 660   | 640   | 540   | 580   | 40                           | 1.44%      |
| Wood product manufacturing | 480   | 480   | 380   | 410   | 30                           | 1.53%      |

2000

| Sector                                   | 2001         | 2006         | 2010         | 2015         | Annual Growth Rate<br>2010-2015 |               |
|--|--------------|--------------|--------------|--------------|---------------------------------|---------------|
|  |              |              |              |              | Change                          | Percentage    |
| Trade, Transportation, & Utilities       | 1,280        | 1,280        | 1,180        | 1,090        | (90)                            | -1.57%        |
| Retail trade                             | 1,080        | 1,070        | 970          | 910          | (60)                            | -1.27%        |
| Information                              | 140          | 100          | 80           | 60           | (20)                            | -5.59%        |
| Financial Activities                     | 300          | 490          | 410          | 330          | (80)                            | -4.25%        |
| Professional & Business Services         | 320          | 400          | 430          | 320          | (110)                           | -5.74%        |
| Educational & Health Services            | 540          | 630          | 570          | 680          | 110                             | 3.59%         |
| Healthcare                               | 430          | 510          | 480          | 560          | 80                              | 3.13%         |
| Leisure & Hospitality                    | 1,030        | 1,130        | 990          | 900          | (90)                            | -1.89%        |
| Arts, entertainment, and recreation      | 80           | 60           | 50           | 40           | (10)                            | -4.36%        |
| Accommodation & food services            | 960          | 1,070        | 940          | 860          | (80)                            | -1.76%        |
| Other Services                           | 190          | 190          | 170          | 150          | (20)                            | -2.47%        |
| <b>Government</b>                        | <b>1,430</b> | <b>1,400</b> | <b>1,350</b> | <b>1,290</b> | <b>(60)</b>                     | <b>-0.91%</b> |
| Federal Government                       | 130          | 100          | 110          | 70           | (40)                            | -8.64%        |
| State Government                         | 270          | 250          | 220          | 180          | (40)                            | -3.93%        |
| Local Government                         | 1,030        | 1,060        | 1,030        | 1,040        | 10                              | 0.19%         |
| Local education                          | -            | 440          | 400          | 370          | (30)                            | -1.55%        |
| Local gov. excluding educational service | -            | 610          | 630          | 670          | 40                              | 1.24%         |

Source: OED, compiled by FCS GROUP.

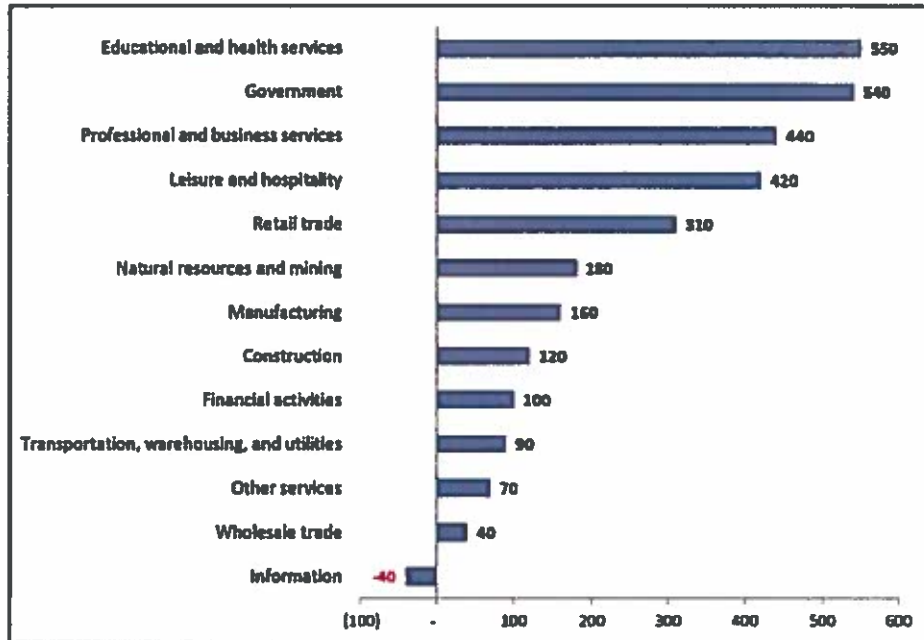
Table 6 identifies the top employers within the Port district as of 2012.

**Table 6 -Top Employers in Port District, 2012**

| Name                             | Location  | Employment |
|----------------------------------|-----------|------------|
| Pacific Wood Laminates Inc.      | Brookings | 250 to 300 |
| Kroger Group Cooperative Inc.    | Brookings | 200 to 250 |
| Curry Health District            | Brookings | 150 to 200 |
| Tidewater Contractors Inc.       | Brookings | 100 to 150 |
| C & K Market, Inc.               | Brookings | 100 to 150 |
| South Coast Lumber Co.           | Brookings | 50 to 100  |
| Brookings-Harbor High School     | Brookings | 50 to 100  |
| Good Samaritan Soc-Curry Village | Brookings | 50 to 100  |
| Kalmlopsis Elementary School     | Brookings | 50 to 100  |
| Sea View Senior Living Community | Brookings | 50 to 100  |

Source: Port of Brookings Harbor and FCS GROUP.

The OED forecasts an 11 percent increase in employment in the South Coast region (Coos and Curry counties) over the 2010 to 2020 period. A net increase of 2,980 jobs is forecast over the next 10 years. The largest increases in job growth are expected in education and health services and professional and business services. Sectors gaining jobs also include leisure and hospitality (hotels, motels and restaurants), retail trade, natural resources (farming, fishing, aquaculture, and mining), and manufacturing (see Figure 2).



*Note: Fisheries are included in natural resource and mining category; seafood processing is included in manufacturing, wholesale trade, and/or warehousing.*

*Source: OED, region includes coos and Curry counties (data provided by FCS GROUP).*

**Figure 2 –Employment Forecast for South Coast Region, 2010–2020**

#### 4.4 Industry Cluster Analysis

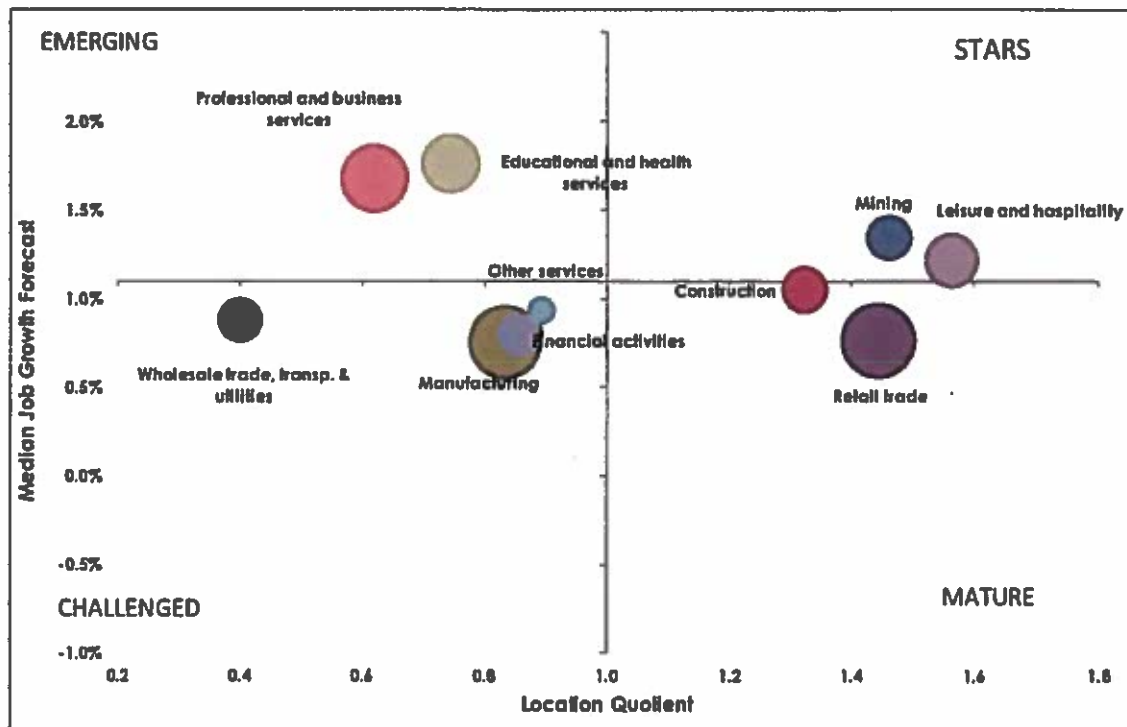
FCS GROUP prepared an employment clusters analysis for Curry County based on growth projections for the South Coast region to identify existing and emerging industry market opportunities. Most economic development professionals agree that employment clusters are the primary force driving local economic currents and business location decisions. Clusters of economic activity go well beyond mere concentrations of industry or employment types. They represent unique competitive market advantages with regard to employment, work force, creativity, entrepreneurship, business costs, and supporting natural resources.

202

The employment clusters analysis helped identify potential industry sector candidates and entailed:

1. Obtaining 2012 employment security wage and salary employment data from OED for Curry County and Oregon;
2. Conducting a location-quotient (LQ) analysis to evaluate business and industrial clusters in Curry County relative to the state; and
3. Evaluating business clusters within the Port area with regard to their LQ, projected growth rates, economic size, and average and aggregate wages.

The employment cluster analysis is summarized in Figure 3, which shows business and industrial sectors by their LQ, size (aggregate wages paid annually), and 10-year growth forecast (derived from OED information).



Source: FCS GROUP based on OED data.

Figure 3 –Employment Clusters in Curry County, 2012

FCS GROUP sorted business clusters into four classifications.

- Stars – includes businesses with high LQ (propensity to locate in the region) and higher than average projected growth rate compared to other locations in Oregon. Business types include:
  - Leisure and hospitality (resorts, hotels, motels, restaurants)

- Natural resources and mining
- **Opportunities** – includes businesses with low LQ and high average growth rates (possible pent-up demand or emerging cluster). Business types include:
  - Education and health services
  - Business and professional services
- **Mature** – includes businesses with high LQ but lower than average growth rates. Business types include:
  - Retail trade
  - Construction
- **Challenged** – includes businesses with low LQ and lower than average growth rates. Business types include:
  - Financial services
  - Manufacturing
  - Wholesale trade, transportation, and utilities
  - Other miscellaneous services

#### 4.5 Target Markets

The industrial clusters within the Port district that appear most viable for long-term expansion are based on an analysis of existing enterprises that are already concentrated in the region. Potential target market opportunities for the Port include:

- Commercial fishing
- Seafood product storage and preparation
- Specialty manufacturing
- Marine research (possibly in conjunction with Southwest Oregon Community College)
- Retail (general merchandise, clothing, shoes, electronics, etc.)
- Automotive-related retail (fuel sales and auto care)

#### 4.6 Development Potential

FCS GROUP evaluated two long-term employment growth forecasts for the South Coast region. It is anticipated that the Port would have some responsibility in addressing most of the potential light industrial demand and perhaps a portion of the retail demand required to serve this regional need. The Port may also consider a role in developing sites for commercial development to meet local needs.

The average annual growth rate forecasts have been applied to current employment estimates using 2012 as the base year to derive a future 20-year job growth forecast. The growth forecast scenarios include:

- **Scenario 1:** Low forecast is based on the extrapolated OED 2010–2020 job growth forecast for employment sectors in Coos and Curry counties, and a slightly lower growth rate for service sector businesses.
- **Scenario 2:** Upper forecast is generally consistent with the OED forecast for service and government jobs, but assumes a slightly higher retail and industrial growth rates.

Based on these two growth scenarios, the South Coast region is expected to add between 6,440 and 7,457 private jobs and about 1,090 government jobs over the next 20 years. The employment sectors that are expected to generate the most job growth in the South Coast region over the next 20 years include:

- Industrial (1,241 to 2,003 jobs)
- Retail trade (751 to 1,005 jobs)
- Services (3,206 to 4,448 jobs)
- Government (1,093 +/- jobs)

The forecasted lower and upper levels of development potential for the Port are shown in Table 7. The identified market supportable development program for the Port district includes the following:

- Industrial (20,000 to 64,000 square feet of floor area)
  - Potential frozen storage/warehouse
  - Potential buildings for seafood processing,
  - Potential flex buildings for specialty manufacturing
- Retail (23,000 to 40,000 square feet of floor area)
  - Medium general merchandise establishment
  - Possible auto-related services
- Services (58,000 to 103,000 square feet of floor area)
  - Possible new hotel/motel
  - Possible research and development office

**Table 7 –Projected Private Employment Land Need - 20 year Forecast**

| Lower-Growth Forecast   |  |                        |                                      |                               |                          |  |
|-------------------------|--|------------------------|--------------------------------------|-------------------------------|--------------------------|--|
| Job/Use Type            | 20-Year Forecast Job Growth <sup>1</sup> | Jobs/Acre <sup>2</sup> | Building Floor Area/Job <sup>3</sup> | 20-Year Land Need (net acres) | Building Floor Area Need | Percentage Capture of South Coast Region |
| General Industrial/flex | 25                                       | 14                     | 800                                  | 2                             | 20,000                   | 2%                                       |
| Retail trade            | 45                                       | 18                     | 500                                  | 3                             | 23,000                   | 6%                                       |
| Services                | 192                                      | 38                     | 300                                  | 5                             | 58,000                   | 6%                                       |
| <b>Total</b>            | <b>262</b>                               |                        |                                      | <b>9</b>                      | <b>101,000</b>           |  |

205

| Upper-Growth Forecast   |  |                        |                                      |                               |                          |  |
|-------------------------|--|------------------------|--------------------------------------|-------------------------------|--------------------------|--|
| Job/Use Type            | 20-Year Forecast Job Growth <sup>2</sup> | Jobs/Acre <sup>3</sup> | Building Floor Area/Job <sup>3</sup> | 20-Year Land Need (net acres) | Building Floor Area Need | Percentage Capture of South Coast Region |
| General Industrial/flex | 80                                       | 14                     | 800                                  | 6                             | 64,000                   | 4%                                       |
| Retail trade            | 80                                       | 18                     | 500                                  | 4                             | 40,000                   | 8%                                       |
| Services                | 343                                      | 38                     | 300                                  | 9                             | 103,000                  | 8%                                       |
| <b>Total</b>            | <b>504</b>                               |                        |                                      | <b>19</b>                     | <b>207,000</b>           |  |

**Notes:**

<sup>1</sup>Derived from lower-growth forecast for private "covered" employment in south coast region (includes Coos and Curry Counties). Assumes 10-percent work at home adjustment for service jobs.

<sup>2</sup>Derived from upper-growth forecast for private "covered" employment in south coast region (includes Coos and Curry Counties). Assumes 10-percent work at home adjustment for service jobs.

<sup>3</sup>Assumptions for job densities reflect "covered jobs" and are generally consistent with Oregon Department of Land Conservation and Development, Industrial and Other Employment Land Analysis Handbook, 2001.

Source: FCS GROUP based on assumptions provided above.

## 5.0 POLICY CONTEXT AND SITUATIONAL ANALYSIS

### 5.1 Curry County

The approximately 60 acres of marine and related property owned by the Port are located south of the City of Brookings, within the urban growth boundary (UGB) and governed by Curry County land use laws. The Port's economic development opportunities are affected by the County's Comprehensive Plan and Zoning Ordinance. The County's comprehensive plan identifies goals and policies consistent with the requirements of Oregon Statewide Planning Goals.

### 5.2 Zoning

The Port owns property in two Curry County zoning designations, Light Commercial (C-1) and Industrial (I). Table 8 and Table 9 are overviews of the uses allowed in the commercial and industrial zones (see Appendix B for a Curry County zoning map).

**Table 8 – Allowed Commercial Uses**

| Light Commercial (C-1) Uses  | Permitted | Conditional |
|--|-----------|-------------|
| Multiple-family dwelling   | X         |             |
| Hotel or motel   | X         |             |
| Dinner-entertainment club, lounge or tavern  | X         |             |
| Hospital, sanitarium, medical or dental clinic   | X         |             |
| Retail or service establishment of a light commercial character and conducted within a building which will not be detrimental or obnoxious to the neighborhood in which it is to be located. | X         |             |
| Recreational vehicle trailer park/rural or urban, or campground  | X         |             |
| Church, school or community building for public or non-profit organizational use.  | X         |             |
| Single family dwelling or manufactured home  |           | X           |

206

| <b>Light Commercial (C-1) Uses</b>   | <b>Permitted</b> | <b>Conditional</b> |
|--|------------------|--------------------|
| Trailer, camping or recreational vehicle temporarily used as a residence during construction of a permitted use or to temporarily provide watchman security for material that cannot be reasonably stored in an established commercial storage facility. |                  | X                  |
| One manufactured home in conjunction with an existing dwelling as a temporary use for the term of a hardship suffered by the existing resident or a relative of the resident.  |                  | X                  |
| Television, microwave, and radio communication facilities and transmission antenna towers.   |                  | X                  |
| Utility facilities necessary for public service, (e.g. fire stations, utility substations, parks for public use, etc.) except commercial facilities for the purpose of generating power of public use by sale.   |                  | X                  |
| Planned Unit Development restricted to the uses and dwelling density allowed by the zone.  |                  | X                  |
| Automobile service station   |                  | X                  |
| Repair garage provided there is no outside storage of vehicles or equipment being repaired.  |                  | X                  |
| Marine or automotive sales, service, or storage  |                  | X                  |

**Table 9 - Allowed Industrial Uses**

| <b>Industrial (I) Uses</b>  | <b>Permitted</b> | <b>Conditional</b> |
|---|------------------|--------------------|
| Retail and service establishment, including outside storage of heavy equipment  | X                |                    |
| Automobile or truck service station   | X                |                    |
| Building material storage   | X                |                    |
| Plumbing, electrical, or paint contractor's storage, repair or sales shop   | X                |                    |
| Tire retreading or vulcanizing shop   | X                |                    |
| Wholesale trucking and storage establishment  | X                |                    |
| Machine shop  | X                |                    |
| Manufacturing, processing, assembling or fabricating plants, but not including processing facilities for the processing of offshore oil, gas, or marine resources   | X                |                    |
| Single family dwelling or manufactured home which is subordinate and accessory to a permitted use   |                  | X                  |
| Trailer, camping or recreational vehicle temporarily used as a residence during construction of a permitted use or to temporarily provide watchman security for material that cannot be reasonably stored in an established commercial storage facility |                  | X                  |
| One manufactured home in conjunction with an existing dwelling as a temporary use for the term of a hardship suffered by the existing resident or a relative of the resident.   |                  | X                  |
| Television, microwave, and radio communication facilities and transmission antenna towers.  |                  | X                  |
| Utility facilities necessary for public service, (e.g. fire stations, utility substations, parks for public use, etc.) except   |                  | X                  |

207



| <b>Industrial (I) Uses</b>  | <b>Permitted</b> | <b>Conditional</b> |
|---|------------------|--------------------|
| commercial facilities for the purpose of generating power of public use by sale.  |                  |                    |
| Junkyard, automobile wrecking yard, or scrap metal yard which must comply with all relevant requirements of ORS Chapters 377 and 822. |                  | X                  |
| Rendering plant or slaughterhouse   |                  | X                  |
| Pulp or paper mill  |                  | X                  |
| Quarry, gravel pit, subsurface or surface mining, including crushing, screening, or washing of extracted materials.                   |                  | X                  |
| Commercial feed lot or stock yard   |                  | X                  |
| Cement or asphalt plant   |                  | X                  |
| Airport or heliport   |                  | X                  |

### 5.3 Statewide Planning Goals

Projects planned by the Port must comply with the Oregon Statewide Planning Goals. The goals that most influence Port policies and development potential are Goal 8 – Recreation; Goal 9 – Economy; Goal 11 – Public Facilities; Goal 12 – Transportation; Goal 17 – Coastal Shorelands, Beaches and Dune Areas, and Goal 19 – Ocean Resources. A summary follows of the statewide planning goals that are most applicable to the Port’s planning efforts.

#### 5.3.1 Statewide Planning Goal 9 – Economic Development

*To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon’s citizens.*

Oregon requires local jurisdictions to maintain a 20-year supply of employment lands suitable to meet the needs of existing businesses and industries likely to relocate to the area during the planning horizon. The City of Brookings completed an economic opportunities analysis (EOA) in 2009. The EOA estimated a need for approximately 66 acres of commercial land, with a land area of less than 1 acre for most of the 67 commercial sites needed. The EOA estimated approximately 43 acres of industrial land, with a land area of less than 2 acres for most of the 30 industrial sites needed. The EOA found that the current urban growth boundary (UGB) is suitable to supply the needed employment land through the year 2029.

The Port’s existing land ownership is entirely within Brookings’ UGB. In conjunction with the development of this strategic business plan, FCS GROUP completed a market analysis (see Appendix D) that identified 20-year employment growth forecasts for the South Coast region. As noted in section 4.6, the Port is positioned to meet most of the light industrial demand and a portion of the retail demand to serve the regional need. The capital facilities plan in section 6.1 identifies Port project opportunities to address this regional need.

208

**5.3.2 Statewide Planning Goal 12 – Transportation**

*To provide and encourage a safe, convenient and economic transportation system.*

Oregon requires local jurisdictions to complete transportation system plans. The City of Brookings and the County have completed transportation system plans, which include projects within the Port district. The following improvement options were evaluated in the County transportation system plan (TSP):

- Improve east-west connection between the South Coast and I-5;
- Develop alternative routes to U.S. 101 for when the highway is closed;
- Improve the intersection of Benham Lane and Ocean View Drive in Harbor;<sup>4</sup>
- Improve the intersection of Lower Harbor Road and Shopping Center Road at the entrance to the Port; and
- Implement transportation demand management strategies.

The project from the County TSP list above that affects the Port most directly is the option to improve the intersection of Lower Harbor Road and Shopping Center Road at the entrance to the Port. The transportation system plan recommends maintaining the existing two-way stop control at this intersection because signal or all-way stop control warrants, as identified in the *Manual on Uniform Traffic Control Devices*, could not be met. Through the process of developing this strategic business plan, the Port identified this intersection as a Port entryway. Future improvements are not anticipated to affect traffic movements, but instead, as shown in the concept plan in Figure 4, the Port will provide signage and/or other aesthetic features to create a sense of arrival.

The Port owns and maintains commercial and recreation marine facilities. As noted in the facilities condition assessment included as Appendix C, these marine facilities are generally in fair to good condition. One dock in the Sport Basin and four docks in the Commercial Basin were rebuilt in 2012 as a result of damage sustained during the 2011 tsunami. Additional improvements needed for marine facilities are noted on the concept plan (Figure 4) and the boatyard relocation plan (Figure 5).

**5.3.3 Statewide Planning Goal 17 – Coastal Shorelands**

*To conserve, protect, where appropriate, develop and where appropriate restore the resources and benefits of all coastal shorelands, recognizing their value for protection and maintenance of water quality, fish and wildlife habitat, water-dependent uses, economic resources and recreation and aesthetics. The management of these shoreland areas shall be compatible with the characteristics of the adjacent coastal waters; and*

*To reduce the hazard to human life and property, and the adverse effects upon water quality and fish and wildlife habitat, resulting from the use and enjoyment of Oregon’s coastal shorelands.*

<sup>4</sup> Harbor is an unincorporated community that generally includes the Port area.

209

The Port maintains water-dependent uses at the mouth of the Chetco River, adjacent to the Pacific Ocean. This strategic business plan identifies facility improvements to support the continued use of the Port's water-dependent property. Improvements include:

- Boatyard relocation plan
- Receiving dock upgrades and fish processing facility
- Commercial marina expansion
- Ongoing dredging

The capital facilities plan in section 6.1 includes planning-level cost estimates and additional details. All future development activities affecting coastal shorelands will meet Goal 17 policies.

**5.3.4 Statewide Planning Goal 19 – Ocean Resources**

*To conserve marine resources and ecological functions for the purpose of providing long-term ecological, economic, and social value and benefits to future generations.*

The Port is an Oregon Marine Board-certified clean marina and maintains operational policies to protect ocean resources. The Port follows all applicable local, state, and federal environmental policies, and future development activities on Port property must be evaluated for their compliance with Goal 19. Additional environmental policies and procedures are identified in the environmental plan in section 6.4.

**5.4 Statewide Port Strategic Business Plan**

This Port of Brookings Harbor strategic business plan meets the requirements of the state template included in the statewide ports plan, *Ports 2010: A New Strategic Business Plan for Oregon's Ports*. The development of this strategic business plan is intended to meet the recommendations of the state plan and was partially funded by Business Oregon's Infrastructure Finance Authority.

**5.5 Local and Regional Plans**

To implement this strategic business plan successfully, the Port must coordinate with local and regional planning efforts. Table 10 lists local and regional plans that affect the Port.

**Table 10 – Local and Regional Plans**

| <b>Local Plans</b>                      | <b>Relevance to Port Strategic Business Plan</b>   |
|---|--|
| Curry County Transportation System Plan | Supports regional transportation improvements; adopted in May 2005; 20-year planning horizon.      |
| Curry County Comprehensive Plan         | Guides land use and development; updated through 2009.   |
| Curry County Zoning Ordinance           | Implements zoning and development codes in unincorporated areas of Curry County (see section 5.2). |

210

| <b>Local Plans</b>   | <b>Relevance to Port Strategic Business Plan</b>  |
|--|---|
| City of Brookings Economic Opportunities Analysis  | Developed to meet Statewide Planning Goal 9 (Economic Development); includes an analysis of commercial and industrial land needs and supply in the City and the UGB.                                    |
| City of Brookings Transportation System Plan Update  | Update of City transportation system plan scheduled for completion in June 2015.  |
| City of Brookings Comprehensive Plan   | Addresses land use and development in City and UGB; Port is in City UGB.  |
| Public Facilities Plan for Urban Growth Expansion: Brookings and Harbor Study Areas, updated 2008. | Identifies public facility needs in City and UGB.   |
| Storm and Surface Water Facilities Plan for Brookings Harbor Area, 2007.                           | Developed as supplemental section to Public Facilities Plan.  |
| City of Brookings Parks Master Plan, updated 2011.   | Identifies capital improvements for existing park facilities and future park facilities needed throughout community; analysis includes Port-owned facilities.   |
| Harbor Area Transportation System Refinement Plan, 2009.   | Developed to address transportation issues south of Chetco River within Brookings UGB. This area includes the Port and is generally described as Harbor.  |
| <b>Regional Plans</b>  | <b>Relevance to Port Strategic Business Plan</b>  |
| Dredge Equipment Operational Analysis and Business Plan  | Port is coordinating with other southern Oregon ports on developing dredging operational analysis (see section 5.5 above).  |
| U.S. 101 Corridor Plan   | Developed to explore necessary improvements, including pedestrian and bicycle facilities; study area extends from southern edge of City to Oregon/California border; estimated completion: summer 2014. |
| Economic Benefits of Oregon Public Ports   | Developed in 2013/2014 to analyze regional economic benefits of Oregon ports and port-related businesses (see section 5.6 above).   |

## 5.6 Dredging Analysis

In 2014, Coast & Harbor Engineering (CHE), in association with BergerABAM, was hired by the Oregon Infrastructure Finance Authority to evaluate the feasibility of an Oregon State-funded purchase of dredging equipment to serve seven ports along the Oregon coast (Port of Siuslaw, Port of Umpqua [Salmon Harbor Marina], Oregon International Port of Coos Bay [Charleston Marina Complex and Boatyard], Port of Bandon, Port of Port Orford, Port of Gold Beach, and Port of Brookings Harbor). A summary of CHE's analysis, *Dredge Equipment Operational Analysis and Business Plan Technical Report*, is included in Appendix E. Details related to the Port of Brookings Harbor's dredge requirements are summarized in the tables below.

**Table 11 – Port of Brookings Harbor Dredging Requirements**

| Dredge Location                 | Annual Maintenance Dredging Volume (cubic yards) | Sediment Type                    | In-Water Work Windows  | Permit Summary   |
|---------------------------------|--|----------------------------------|--|--|
| Port of Brookings Harbor Marina | 7,200  | Silty sand and sandy silt (silt) | <ul style="list-style-type: none"> <li>Department of State Lands (DSL) Permit (October 1 to May 31)</li> <li>U.S. Army Corps of Engineers (USACE) Permit (November 15 to February 15)</li> </ul> | <ul style="list-style-type: none"> <li>USACE permit expires in 2015</li> <li>DSL permit expires in 2015</li> </ul> |

**Table 12 – Port of Brookings Harbor Disposal Sites**

| Dredge Location                 | Distance to In-Water Disposal Site (miles) | Available Disposal Sites   | Disposal Method         |
|---------------------------------|--|--|-------------------------|
| Port of Brookings Harbor Marina | 0.9  | <ul style="list-style-type: none"> <li>Chetco River Ocean Dredged Material Disposal Site offshore site located southwest of the entrance to the Chetco River, 1,800 by 1,800 feet with an average depth of 70 feet.</li> <li>A nearshore deposition site lies in close proximity to the beach. Boat basin dredged material must be placed in the offshore site.</li> </ul> | Hydraulic and clamshell |

In order to serve the dredging requirements of each of the seven study ports, CHE evaluated three dredge equipment alternatives. Based on the technical requirements, as well as operational costs, dredge equipment purchase cost, and production rates, a 12-inch hydraulic cutterhead dredge 370 HP with a discharge pipeline of 12 inches and an 8-inch Toyo pump dredge were selected as the preferred alternative to meet the needs of each of the study ports. Considering the operational costs and ownership cost of the preferred dredge equipment alternative, the report concluded that the cost per cubic yard of dredged material for an annual maintenance dredging volume of 63,000 cubic yards would be approximately \$7.20 per cubic yard. The study did not take into account mitigation costs that might be associated with securing dredging permits or costs associated with securing or retaining upland disposal sites.

As a follow up to CHE's report, FCS GROUP completed a financial analysis to evaluate the ability of individual ports to contribute to the cost of annual maintenance dredging (Appendix F). This analysis recommends that the Port of Brookings Harbor contribute 15 percent of general fund ending fund balances to a Dredging Maintenance Reserve Fund to support dredging activities. This recommendation is included in the Port's Financial Plan (see section 6.3 and Appendix G, Financial Plan).

## 5.7 Economic Benefits Analysis

FCS GROUP analyzed the regional economic benefits of the Port of Brookings Harbor and its Port-related businesses as part of a statewide study: *The Economic Benefits of Oregon Ports, March 2014* (managed by Business Oregon Infrastructure Finance Authority). The economic analysis concluded that periodic channel dredging at the inlet and within the marina harbor area is critical to the local and regional economies along the South Coast and has measurable economic benefits at the local, regional, state, and national levels. At least 54 existing businesses are directly affected by dredging and related visitation activities. These local businesses support 860 jobs (including 706 direct jobs and 154 indirect/induced jobs). The permanent annual economic impact of the Port includes the following annual benefits:

- Total Port-related Oregon employment of 860 jobs (706 direct and 154 indirect/induced)
- Oregon output (gross sales) of nearly \$67.9 million (\$40.9 million direct and \$27.0 million indirect/induced)
- Oregon GRP of \$39.4 million (\$22.65 million direct and \$16.78 million indirect/induced)
- Oregon labor income of \$23.93 million (\$12.89 million direct and \$11.05 million indirect/induced)
- Annual local and Oregon tax revenue/payments of \$4.21 million (\$1.26 million in local and \$2.95 million in state tax revenues)
- Annual federal tax revenue/payments by Oregon enterprises and employees of \$5.12 million<sup>5</sup>

## 5.8 Local and Regional Partners

Collaboration and coordination with strategic partners enable the Port to leverage its resources and fulfill its mission. Maintaining relationships with the following public and private entities is key to the Port successfully managing its assets.

- Curry County
- City of Brookings
- Brookings Harbor Chamber of Commerce
- Commercial Fishing Industry
- Southwest Oregon Community College
- South Coast Ports Coalition
- Oregon Coastal Caucus
- Special Districts Association of Oregon
- Oregon Public Ports Association
- Ports of Gold Beach, Port Orford, Bandon and Coos Bay
- Oregon Marine Board

---

<sup>5</sup> Information in section 5.9 provided by FCS GROUP.

- South Coast Watershed Council
- Southern Oregon Visitors Association

**5.9 Identify Strengths, Weaknesses, Opportunities, and Threats**

BergerABAM facilitated a strengths, weaknesses, opportunities, and threats (SWOT) analysis in conjunction with the kickoff meeting for the development of this plan. The SWOT analysis included Port Commissioners and staff. Table 13 is an overview of the SWOT analysis and Appendix A contains a full summary.

**Table 13 – SWOT Analysis**

| <b>Strengths</b>  | <b>Weaknesses</b>   |
|---|---|
| <ul style="list-style-type: none"> <li>• Safe harbor/bar</li> <li>• Quality of life – remote location</li> <li>• Schools</li> <li>• Communication infrastructure – fiber redundancy</li> <li>• Vocational training for high school students through local businesses and in partnership with Southwest Oregon Community College</li> <li>• Climate/geography/location</li> <li>• Proximity to California markets – central West Coast location</li> </ul>   | <ul style="list-style-type: none"> <li>• Transportation infrastructure</li> <li>• Labor pool – unskilled workers</li> <li>• Lack of worker training and substance abuse intervention</li> <li>• Youth population decline</li> </ul>   |
| <b>Opportunities</b>  | <b>Threats</b>  |
| <ul style="list-style-type: none"> <li>• Port and Southwest Oregon Community College partnership</li> <li>• Capture value of products crossing the docks</li> <li>• Commercial fish processing</li> <li>• Private cold storage operator</li> <li>• Market rate for leases</li> <li>• Kite field</li> <li>• Commercial boat basin expansion</li> <li>• Oregon Marine Board grants</li> <li>• Marketing and promotion of sustainable fisheries</li> <li>• Pedestrian infrastructure</li> <li>• Rebuilding of dock at Eureka fisheries site</li> <li>• Improved operating efficiencies and policy enforcement</li> <li>• Workforce training</li> </ul> | <ul style="list-style-type: none"> <li>• Low lease rates that do not support maintenance costs</li> <li>• Lack of infrastructure to support larger vessels</li> <li>• Fishing regulations</li> <li>• Grant stipulations of RV park (stipulations should be researched for potential change)</li> <li>• Remoteness – substandard healthcare and services</li> <li>• Poor stormwater drainage infrastructure</li> </ul> |

**6.0 STRATEGIC BUSINESS PLAN**

The state template identifies five elements that must be included in a local Oregon port strategic business plan. The following sections identify the Port’s goals and policies related to capital improvements, management, finance, environment, and marketing. These goals and policies will help guide the Port’s economic development activities over the 20-year planning horizon.

214

## 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  | 2014 Cost Estimate <sup>1</sup>             | Timeline            | Priority       | Priority Project Category                 |
|---|--|---|---|---------------------|----------------|---|
| 1 | Fish Market and Cleaning Station                     | Upgrade existing buildings to accommodate fish market and cleaning station.   | \$200,000                                   | Yrs 1-5             | High           | Facility Upgrades                         |
| 2 | Marina Parking Upgrades                              | Reconfigure boat launch circulation, grind and overlay parking lot, add curbing and striping, add concrete sidewalks, install stormwater improvements.  | \$750,000                                   | In Progress         | High           | Recreation Improvements /Public Amenities |
| 3 | Lease Upgrades                                       | Make commercial building upgrades.  | tbd (Port to est. SF of new and renovation) | Yrs 1-10            | Medium         | Facility Upgrades                         |
| 4 | Recreational Marina Improvements                     | Repair existing floats and make improvements to accommodate larger vessels.   | tbd   | Yrs 1-5             | High           | Recreation Improvements/Public Amenities  |
| 5 | Boardwalk Expansion                                  | Expand existing boardwalk; improve pedestrian amenities and provide public viewing areas.   | tbd   | Yrs 6-10            | Medium         | Recreation Improvements/Public Amenities  |
| 6 | Receiving Dock Upgrades and Fish Processing Facility | Demolish two existing timber docks and concrete bulkhead; construct full-length concrete dock; construct 8,000-SF fish processing facility; install concrete pavement; install storm drainage facilities.   | \$17,000,000                                | Yrs 1-5             | High           | Commercial/ Marine Improvements           |
| 7 | Commercial Center Upgrade/Renovation                 | Commercial building and site repairs.   | \$1,500,000                                 | Yrs 1-5             | Medium         | Facility Upgrades                         |
| 8 | Boatyard Relocation and Upgrade                      | Acquire new 100-ton straddle hoist (\$600,000), reconstruct sheet pile bulkhead along north and west edge of barge slip, construct new haul-out pier for straddle hoist, re-grade and pave work areas and access roads, construct paved transfer road, install fencing, install storm drainage facilities. Dredge for barge slip is not included. See Figure 5. | \$14,000,000                                | Yrs 1-5<br>Yrs 5-10 | High to Medium | Commercial/ Marine Improvements           |
| 9 | Commercial Marina Expansion                          | Expand commercial marina and add larger vessel slips.   | tbd   | Yrs 10-20           | Medium         | Commercial/ Marine Improvements           |



|              |                                 | Capital Improvements   | 2014 Cost Estimate <sup>1</sup>  | Timeline  | Priority | Priority Project Category              |
|--------------|---------------------------------|--|--|-----------|----------|--|
| 10           | Long-term Development Potential | Assess condo/ mixed use development potential with drainage improvements including the addition of a canal/bioswale. | tbd  | Yrs 10-20 | Low      | Public-Private Partnership Opportunity |
| 11           | Development Potential           | Examine opportunity site for potential development - hotel/condo.  | tbd  | Yrs 10-20 | Low      | Public-Private Partnership Opportunity |
| 12           | Ongoing Dredging                | Coordinate with southern Oregon ports to meet ongoing dredging needs.  | \$7.20 per cubic yard of dredge material (shared cost between ports and state) | Ongoing   | High     | Maintenance                            |
| <b>Total</b> |                                 |  | <b>\$33 million<sup>2</sup></b>  |           |          |  |

<sup>1</sup> 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.

<sup>2</sup>Total cost does not include \$7.20 per cubic yard of dredge material – dredge cost to be shared between Port and State.

#### 6.1.1 Project Opportunities

Table 15 is an overview of the Port's capital improvement and opportunity projects, and includes brief project descriptions, existing zoning designation, and potential conflicts with land use and development regulations. Project locations are shown on the concept plan (Figure 4).

**Table 15 – Project Opportunities**

| Project and Description   | Existing Zoning Designation | Potential Conflicts with Land Use and/or Development Regulations   |
|---|-----------------------------|--|
| Fish Market and Cleaning Station – upgrade and renovate existing buildings to accommodate fish market and cleaning station. <sup>1</sup>  | C-1                         | Permitted use; no conflicts anticipated.   |
| Marina Parking Upgrades – parking lot and stormwater improvements; project engineering is complete and construction will begin soon; project is funded through Oregon Marine Board grant. | C-1                         | Permitted use; no conflicts anticipated.   |
| Lease Upgrades – upgrade and renovate existing commercial facilities; improvements will be tenant driven.   | C-1                         | Retail and service establishments are permitted uses; no conflicts anticipated.  |
| Recreational Marina Improvements – repair existing floats and make marina improvements to accommodate larger vessels. <sup>1</sup>  | C-1                         | Marina facilities not addressed as permitted or conditional uses in C-1 zone. Conversations needed with County staff (see note below); state and federal permits needed for in-water work. |

| Project and Description   | Existing Zoning Designation | Potential Conflicts with Land Use and/or Development Regulations   |
|---|-----------------------------|--|
| Boardwalk Expansion - expand existing boardwalk and improve pedestrian amenities, including added viewing areas. <sup>1</sup>                               | C-1                         | Conditional use; no zoning conflicts anticipated; any in-water structures or supports may require state and federal permits.   |
| Receiving Dock Upgrades - repair existing receiving dock, including infill dock construction.   | C-1                         | No zoning conflicts anticipated; state and federal permits may be required for in-water work.  |
| Fish Processing Facility - construct estimated 8,000-SF fish processing facility <sup>1</sup>   | C-1                         | Zone change may be required; conversations with County staff needed to determine if fish processing facility would be considered "light commercial" in character.                            |
| Commercial Center Upgrade/Renovation - make commercial building and site repairs, including parking, to accommodate a convention/event center.              | C-1 and I                   | Zone change may be required; permitted uses in C-1 zone, not listed as permitted or conditional in I zone; conversations with County staff needed.   |
| Boatyard Relocation and Upgrade <sup>1</sup> - relocate and upgrade existing boatyard for better use of Port property (see section 6.1.2).                  | C-1 and I                   | Allowed use in both zones; no zoning conflicts anticipated (see permit matrix included in section 6.1.2),  |
| Commercial Marina Expansion <sup>1</sup> - expand existing commercial marina to accommodate larger vessels and facilitate future development opportunities. | I                           | Marina facilities not addressed as permitted or conditional uses in the I zone; conversations with County staff needed (see note below); state and federal permits needed for in-water work. |
| Long-Term Development Potential - Condo/mixed use development potential with stormwater enhancements including addition of bioswale or canal.               | I                           | Zone change required.  |
| Development Potential - Development sites for potential public/private partnership opportunities, including hotel/condo development.                        | C-1 and I                   | Zone change required in I zone.  |
| Ongoing Dredging <sup>1</sup> - ongoing dredging in coordination with southern Oregon ports.  | C-1 and I                   | See note below; state and federal permits will be required (see section 5.5 above).  |

<sup>1</sup>The Marine Activity (MA) zoning designation in Curry County would be a more appropriate zoning designation for the marina and support facilities. Permitted uses in the MA zone include, but are not limited to, boat launch and moorage facilities, marine fuel storage and sales, fish processing facilities, public waterfront access facilities, boat service, repair and storage, and dredging. A zone change request should be considered in conjunction with capital improvement projects that require other permits/approvals.

- |   |  |  |                   |                    |   |
|---|--|--|-------------------|--------------------|---|
| ① Fish Market + Cleaning Station                    | ⑤ Boardwalk Expansion                                | ⑨ Commercial Marina Enlargement            | Facility Upgrades | Red dashed arrow   | Pedestrian Travel Routes & Amenity Upgrades |
| ② Marina Parking Upgrades                           | ⑥ Receiving Dock Upgrades / Fish Processing Facility | ⑩ Long-Term Development Potential          | Green oval        | Black dotted arrow | Stormwater Enhancements                     |
| ③ Lease Upgrades                                    | ⑦ Commercial Center Upgrade / Renovation             | ⑪ Public - Private Partnership Opportunity | Blue oval         | Yellow arrow       | Port Entryways                              |
| ④ Float Repairs + Accommodations for Larger vessels | ⑧ Boatyard Relocation Upgrade                        | ⑫ RV Park Development/Improvements         | Purple oval       | Starburst          | Potential Boat Lift Location                |
|   |  | ⑬ Ongoing Dredging                         | Red starburst     | Compass arrow      | Viewpoint Opportunities                     |



### **6.1.2 Boatyard Relocation Plan**

The existing Port of Brookings Harbor boatyard is located on the southern end of the Port property, adjacent to the Commercial Basin. The boatyard comprises an uncovered boat work area, a storage area for Port equipment, a refuse/recycling storage area, a 60-ton straddle hoist with in-water timber haul-out piers, and a port shop. The total area is approximately 3.5 acres. Over the past 2 years of operation, the facility lifted approximately 60 boats per year with the straddle hoist. Approximately two-thirds of the lifts are for commercial boats. The minimum, maximum, and average lifted boat lengths are approximately 24 feet, 53 feet, and 38.5 feet, respectively.

The Port would like to consolidate boatyard- and fisheries-related activities near the center of the Port property, surrounding the existing barge slip and near both the ice house and cold storage facilities. This consolidation will necessitate the relocation of the boatyard, opening the existing boatyard area to other uses.

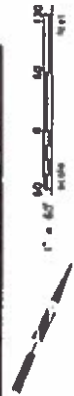
Figure 5 shows a potential boatyard relocation plan along with a reconfiguration of the Port's industrial/commercial fishing receiving area. The action plan follows.

- Construct new receiving dock between the existing two receiving docks. Relocate Pacific Choice Seafood to new dock.
- Reconstruct existing Pacific Choice Seafood dock and relocate BC Fisheries to this new dock, and then reconstruct the existing BC Fisheries dock.
- Relocate Hallmark Fisheries to the new dock. At this point, three fisheries leases will be located in a common area near the cold storage and ice house.
- Reconstruct the north and east embankments of the barge slip with sheet pile structures and construct new concrete haul-out piers for a new 100-ton straddle hoist.
- Construct a new washdown pad near the haul-out pier.
- Regrade and prepare the remainder of the upland site for boatyard work areas and boat/gear storage areas. Reconfigure storm drainage system and outfalls.
- Construct a new combined shop building with marine supply retail.

The relocation of the boatyard is a long-term project that would likely start with permitting and funding steps. Table 16 lists the key permits required to relocate the boatyard.

**Table 16 – Boatyard Build-Out and Relocation Permit Matrix**

|         | Permit/Authorization  | Agency  | Required Materials   |
|---------|---|---|--|
| Federal | Rivers & Harbors Action Section 10 & Clean Water Act (CWA) Section 404  | USACE   | Joint Permit Application (JPA), mitigation plan, alternatives analysis (if needed)   |
|         | Biological Opinion under Section 7 of Endangered Species Act and Magnuson-Stevens Fishery Conservation and Management Act | National Marine Fisheries Service (NMFS) & US Fish and Wildlife Service (USFWS) | Biological Assessment (BA)   |
|         | National Environmental Policy Act (NEPA)  | USACE & NMFS  | TBD (USACE determines NEPA process and needs)  |
|         | Section 106 of the National Historic Preservation Act   | USACE / Oregon State Historic Preservation Office (SHPO)                        | Cultural resources report  |
| State   | Coastal Zone Management Federal Consistency Decision (coastal concurrence)  | Department of Land Conservation and Development (DLCDC)                         | Consistency certification and data and information described in 15 CFR §930.58(a)  |
|         | CWA Section 401 Water Quality Certification   | Department of Environmental Quality (DEQ)                                       | JPA  |
|         | Removal-Fill Permit   | Department of State Lands (DSL)   | JPA, mitigation plan, alternatives analysis  |
|         | National Pollutant Discharge Elimination System (NPDES) General Stormwater Discharge Permit No. 1200-Z                    | DEQ   | Application form, stormwater pollution control plan (SWPCP) and checklist, land use compatibility statement (LUCS)   |
|         | NPDES Construction Stormwater General Permit No. 1200-C   | DEQ   | Application form, LUCS, stormwater erosion and sediment control plan narrative, stormwater erosion and sediment control plan drawings, and public notice narrative           |
| Local   | Conditional Use Permit (CUP)  | Curry County  | Application form and fees, deed for subject parcels, vicinity map, detailed plot plans, project narrative, service provider letters, and stormwater and erosion control plan |
|         | Zone Change Application, if required by County  | Curry County  | Same materials as CUP.   |
|         | Commercial Building Permit  | Curry County  | Application form and building plans  |



Berger ABAM

Port of Brookings Harbor  
Curry County, Oregon | Boatyard Relocation Plan | June 2015



## **6.2 Management Plan**

**Goal 1: Develop a management plan that enables Port Commissioners and staff to achieve the Port's mission and increase the economic development potential of the district.**

**Policy 1.1: Identify target businesses most likely to locate on Port property and pursue partnership opportunities with public and private entities that will leverage the Port's resources.**

**Strategy 1.1.1: Review standard lease rates and terms and develop rates and terms that will meet market demand and cover ongoing maintenance costs.**

**Strategy 1.1.2: Partner with private businesses to develop industrial/commercial facilities that meet market demand and provide greater economic development opportunities within the district.**

**Strategy 1.1.3: Develop policies that enable the Port to capture a greater percentage of revenue crossing the docks.**

**Strategy 1.1.4: Integrate the strategic business plan as a planning tool and review it annually in conjunction with budget meetings.**

**Policy 1.2: Port Commission members and staff will participate in inter-governmental forums related to target industry development.**

**Strategy 1.2.1: Continue to work with regional ports and state and federal agencies to support dredging and aids in navigation that enhance fisheries and support industries.**

**Strategy 1.2.2: Seek to support and diversify the existing fisheries industry, including support and processing facilities, boutique canneries, and new markets.**

**Goal 2. Enhance the existing ability of the Port Commission and professional staff.**

**Policy 2.1: The Port will provide appropriate training opportunities to enable ongoing professional development of Commissioners and staff.**

**Strategy 2.1.1: Plan and budget for periodic training opportunities including those provided by the Special Districts Association of Oregon to allow Port Commissioners and staff to gain knowledge relevant to their positions.**

**Strategy 2.1.2: Encourage Commissioner and staff participation in professional organizations (e.g., Pacific Northwest Waterways Association, Oregon Public Port Association, Southwest Area Commission on Transportation, and Special Districts Association of Oregon).**

**Policy 2.2:** Require all hoist/crane operators to obtain and maintain proper certifications.

**Strategy 2.2.1:** Plan and budget for certification programs and licensure.

### **6.3 Financial Plan**

In conjunction with the development of this strategic plan, the consultant team prepared a financial plan. A summary of key recommended goals, policies, and strategies follows and the full financial plan is included as Appendix G.

**Goal 1: Maintain Port operations while maximizing monies available to transfer out of the General Fund for capital projects.**

**Policy 1.1:** Maintain a General Fund operating reserve of 90 days of expenditures in addition to any reserve required by debt covenants.

**Strategy 1.1.1:** Work with lending partners, particularly the Oregon Economic and Community Development Department and the Oregon Infrastructure Finance Authority, to restructure debts owed.

**Strategy 1.1.2:** Pursue public/private partnerships that result in long-term land lease or land sales revenue to generate positive revenue streams to support operations and debt service obligations.

**Policy 1.2:** Continue to charge rates and lease fees that recover 100 percent of the full cost of each service being provided.

**Strategy 1.2.1:** Perform a cost of service analysis and identify the level of cost recovery currently being achieved for each Port service.

**Strategy 1.2.2:** Ensure adequate fees are charged to support certified hoist/crane operators and to maintain ongoing certification and licensure.

**Strategy 1.2.3:** Study and potentially implement a tariff on the volume of seafood product landings to help strengthen operating revenues.

**Policy 1.3** Support annual maintenance dredging in collaboration with the State and the South Coast Ports Coalition.

**Strategy 1.3.1** Establish a Dredging Maintenance Reserve Fund.

**Strategy 1.3.2** Contribute 15 percent of each year's General Fund ending fund balance to the Dredging Maintenance Reserve Fund.



## **6.4 Environmental Plan**

**Goal 1: Partner with local, regional, state, and federal agencies to meet environmental regulations for the Port's existing operations and future development.**

**Policy 1.1: The Port will work to maintain statutory environmental compliance for all operations on its property.**

**Strategy 1.1.1: Work with local representatives to address issues and engage community input as needed for special projects.**

**Strategy 1.1.2: Share resources, funds, and opportunities toward common goals and projects, as appropriate.**

**Strategy 1.1.3: Adopt best management practices and update as appropriate, based on Oregon Clean Marina guidelines.**

## **6.5 Marketing Plan**

**Goal 1: Market the Port district, its services, assets, opportunities, innovations, and communities to local, regional, national, and international prospects and partners.**

**Policy 1.1: The Port will work to develop marketing materials that focus on the Port district and local community assets, resources, job opportunities, and land availability.**

**Strategy 1.1.1: Increase the Port's visibility and access with improved signage and gateway enhancements on Lower Harbor Road and Highway 101.**

**Strategy 1.1.2: Partner with local entities, such as the City of Brookings, the Brookings Harbor Chamber of Commerce, and Curry County to promote employment opportunities, tourism, and recreational amenities.**

**Strategy 1.1.3: Partner with district communities to ensure the promotion of distinct market advantages, assets, opportunities, and synergies in marketing efforts.**

**Strategy 1.1.4: Continue to market the Port's events and pursue additional promotional efforts such as greater social media marketing and event brochures for events, as appropriate.**

**Strategy 1.1.5: Create a distinct Port "brand" to promote recreational amenities, facilities, and events.**

**Strategy 1.1.6: Partner with the ports of Gold Beach and Port Orford to promote Curry County and create a regional brand that supports the commercial fishing industry and recreational opportunities.**

Strategy 1.1.7: Continue to promote the Port to West Coast markets in Oregon, California, and where appropriate beyond to increase visitation, capture industrial users, and optimize facility use.

## 7.0 IMPLEMENTATION AND ACTION PLAN

The Port's strategic business plan is designed to be a working document and will require ongoing review and updates to complete the planned capital, marketing, and maintenance projects successfully. Table 17 sets out an action plan for the Port's identified short-, mid-, and long-term projects. This action plan will be updated annually.

**Table 17 – Action Plan**

| Project   | Timeline            | Priority | Potential Funding Sources <sup>1</sup>  | Action Plan  |
|---|---------------------|----------|---|--|
| 1 Fish Market and Cleaning Station: upgrade existing buildings to accommodate fish market and cleaning station.   | Yrs 1-5             | High     | Port plus tenant improvements   | Identify potential tenants and funding sources, including potential private investment.  |
| 2 Marina Parking Upgrades: parking lot and stormwater improvements  | Yr 1<br>In Progress | High     | Oregon Marine Board grant   | Identify all required permits and timeline for obtaining permits.  |
| 3 Lease Upgrades: upgrades and tenant improvements to commercial buildings.   | Yrs 1-10            | High     | Port plus tenant improvements   | Work with existing tenants and identify potential future tenants; pursue potential partnerships with tenants for upgrades.   |
| 4 Recreational Marina Improvements: float repair and improvements to accommodate larger vessels.  | Yrs 1-5             | High     | Oregon Marine Board grant   | Identify required permits; obtain cost estimates for engineering drawings; identify potential grant opportunities for planning and construction.   |
| 5 Boardwalk Expansion: expand existing boardwalk to provide improved pedestrian amenities and public viewing areas.   | Yrs 6-10            | Medium   | Oregon Marine Board   | Develop concept plans for desired improvements and obtain cost estimates for planning and engineering; identify potential grant opportunities for planning and construction.   |
| 6 Receiving Dock Upgrades and Fish Processing Facility: demolition of existing docks and new dock construction; 8,000 SF fish processing facility construction; storm drainage and pavement improvements. | Yrs 1-5             | High     | US Department of Agriculture Rural Economic Development Loan and Grant Programs and private funding | Identify required in-water permits; identify potential partnership opportunities for fish processing facility; obtain cost estimates for engineering and identify funding sources; evaluate tariff on volume of seafood product landings as a potential revenue source and funding mechanism for improvements and maintenance. |

225

| Project  | Timeline            | Priority | Potential Funding Sources <sup>1</sup>   | Action Plan  |
|--|---------------------|----------|--|--|
| 7 Commercial Center Upgrade/Renovation: building and site repairs.   | Yrs 1-5             | Medium   | Private investment; public/private partnership; U.S. Department of Housing and Urban Development (HUD) | Identify private partnership opportunities and potential grant opportunities; obtain current cost estimates for necessary Green Building improvements.               |
| 8 Boatyard Relocation and Upgrade: relocation and improvements including new 100-ton straddle hoist, new haul-out, re-grading and pavement, access roads, and storm drainage facilities. | Yrs 1-5<br>Yrs 5-10 | Medium   | tbd  | Identify funding sources for engineering and construction; pursue grant sources.   |
| 9 Commercial Marina Expansion: expand commercial marina and add larger vessel slips.   | Yrs 10-20           | Medium   | ConnectOregon grant  | Develop concept plans and identify required permits and potential funding sources.   |
| 10 Long-term Development Potential: Assess condo/ mixed-use development potential with drainage improvements including the addition of a canal/bioswale.                                 | Yrs 10-20           | Low      | Private investment; public/private partnership.  | Develop concept plans and potential private partnership opportunities.   |
| 11 Development Potential: Evaluate opportunity site for potential development - hotel/condo.   | Yrs 10-20           | Low      | Private investment; public/private partnership.  | Perform cost-benefit analysis for development sites to determine most suitable site; pursue private partnership opportunities for long-term land lease or land sale. |
| 12 Ongoing Dredging: Coordinate with southern Oregon ports to meet ongoing dredging needs.   | Ongoing             | High     | USACE; Oregon State Infrastructure Finance Authority; other grants.                                    | Continue to coordinate with South Coast ports and state to implement the "Dredge Equipment Operational Analysis and Business Plan."                                  |

<sup>1</sup> Additional potential grant sources include: the Department of Land Conservation and Development Technical Assistance Program, and Infrastructure Finance Authority Port Planning and Marketing Fund; the Economic Development Administration (EDA) Public Work and Economic Adjustment Program; EDA Planning and Technical Assistance Program; and the US Department of Transportation TIGER (Transportation Investment Generating Economic Recovery) grants. TIGER grants are highly competitive for road, rail, transit and port projects that achieve national objectives.

The Port of Brookings Harbor strategic business plan is presented for review and adoption by the Port Commission, with review and acceptance by the Oregon Business Development Department. Once adopted, the Port may request Oregon Ports Planning and Marketing funds for the projects discussed in the strategic business plan. The plan may be amended to accommodate changing conditions and new opportunities, and must be updated every 10 years, with a mid-point (5-year) review and annual updates for sub-plan components.

## 8.0 ATTACHMENTS AND EXHIBITS

**Port of Brookings Harbor  
Strategic Business Plan  
Curry County, Oregon**

---

**Appendix A  
Meeting and Interview Summaries**

**Port of Brookings Harbor  
Strategic Business Plan  
Strengths, Weaknesses, Opportunities, and Threats, and  
Stakeholder Interviews Summary**

The Port of Brookings Harbor is completing its 2014 Strategic Business Plan. This plan will be an update of previous planning efforts and will identify the Port's priority projects for the 20-year planning horizon, as well as capital improvements and financial, environmental, marketing, and management goals that will support those projects. As part of this effort, the Port's consultant, BergerABAM, completed a facilities site visit; conducted a strengths, weaknesses, opportunities and threats (SWOT) analysis; and held a series of stakeholder interviews with Port Commissioners, staff, tenants, and business leaders. Interviewers posed a total of 12 questions seeking to understand individual and organizational perspectives related to strategic planning goals and initiatives needed to enhance job creation in the region. The following provides an overview of the SWOT analysis and a summary of interview findings.

**STRENGTHS, WEAKNESSES, OPPORTUNITIES, AND THREATS**

The following is a brief description and summary of discussion topics and bullet points generated during the SWOT.

**Strengths** – All agreed the Port has many strengths. The quality of life, natural setting, and climate in Brookings is unparalleled. Longtime residents, newcomers, and tourists from near and far identify these assets as key to their decisions to live, work, and/or play in Brookings. A safe bar crossing provides access to the Pacific Ocean for commercial and sport fishing. Business owners and employers do not find an abundance of skilled, motivated workers in the local workforce, but potential exists to expand vocational training for hard-working high school students. Their work ethic is reflected in the Brookings High School athletic programs, which are home to four recent state championships. Specific responses include:

- Safe harbor/bar, and central West Coast location
- Quality of life - remoteness
- Schools
- Communication infrastructure – fiber redundancy
- Vocational training through local businesses and in partnership with Southwest Oregon Community College (SWOCC) provide opportunities to hard working high school students
- Climate/geography/location
- Proximity to California markets

**Weaknesses** – The Port's primary challenges are related to its debt obligations, remote location, and lack of motivated, skilled workers. While the remote location is also considered a strength for the Port, the lack of transportation infrastructure available to move goods to larger markets

along the Interstate 5 corridor impacts costs and efficiency for businesses. The workforce challenges also impact the cost of doing business in Brookings and forces employers to look outside of the area to meet their employment needs. Workforce and the Port's debt obligations are also considered threats and are discussed further below. Specific weaknesses identified include:

- Transportation infrastructure
- Labor pool - unskilled workers and addiction problems
- Youth population decline

**Threats** – As described above, the greatest potential threats facing the Port are related to its debt obligations and unmotivated local workforce. The Port generates a substantial amount of revenue from its various business lines (approximately \$2 million annually), but its debt obligations hinder cash flow to fund key projects. Furthermore, low lease rates threaten the Port's ability to generate enough revenue to offset the expenses associated with marina and harbor maintenance. The local workforce is a challenge (and an opportunity) because without skilled, motivated labor, businesses are unable to grow. Many employers find that employees are unreliable and choose recreation (sport fishing, hunting, etc.) over work. Specific threats identified include:

- Low lease rates that do not support maintenance
- Lack of infrastructure to support larger vessels
- Fishing regulations
- Grant stipulations on RV park (stipulations should be researched for potential change)
- Lack of motivated workforce – labor must be imported
- Remoteness – substandard healthcare and services
- Poor stormwater drainage infrastructure

**Opportunities** – Despite the Port's challenges and threats, many opportunities were identified to increase economic development and secure a positive future for the Port. Capturing a greater percentage of the revenue that crosses the docks at the Port would promote business expansion and put more money into the local economy. Identifying market lease rates would offset the high cost of dock and facility maintenance. In addition, the Port has several opportunity sites, including expansion of the boat basin, expanded pedestrian infrastructure along the boardwalk, and the kite field adjacent to the RV Park. Specific responses include:

- Port and Community College partnership
- Capture value of products crossing the docks
- Commercial fish processing
- Private cold storage operator
- Market rate for leases
- Kite field
- Boat basin expansion

- Oregon Marine Board grants
- Promoting sustainable fisheries
- Pedestrian infrastructure
- Rebuild dock at Eureka fisheries site
- Improve operating efficiencies and policy enforcement

### **INTERVIEWS SUMMARY**

- 1. What is the geographic extent of your customer or client base? Are they strictly local, south coast, southwest Oregon, or beyond?**

Those interviewed indicated a draw from local to west coast, with a smaller percentage of visitors nationally and internationally. It appears that some businesses serve Curry County down to Crescent City, California; while others serve the broader Southern Valley regions. In addition, the secondary tourism draw includes a smaller percentage from San Francisco, Portland, Seattle, and Alaska. As an attractive and safe harbor, Brookings is a favorite place to base vessels for recreational and commercial fishing, so its west coast draw includes waterborne as well as Highway 101 visitors. Some in the fishing industry mentioned business connections from Mexico to Canada.

- 2. What are the general location advantages of the Brookings Harbor area specific to your business in terms of the relative cost of doing business, attracting jobs, and other factors?**

Respondents noted that Brookings is a retirement community with an excellent climate. It is often called the "banana belt" with exceptional weather and a high quality of life. Its location along the Scenic Highway 101 corridor and small-town charm were cited as attractors fueling retirement activity, harbor growth, and potential business expansion. Available highway access and a safe harbor are pluses for business, along with available utilities and recent efforts to complete fiber redundancy.

- 3. What do you feel are Brookings Harbor's greatest assets for retaining and attracting businesses; e.g., access to local markets and customers, adequate infrastructure, access to transportation corridors, availability of skilled workforce, access to recreation, quality of life, etc.?**

The Port, City, and County have been working together to ensure a positive environment for business growth at Brookings Harbor. In addition to excellent weather, those interviewed noted the following positive assets in attracting businesses: police presence (although sometimes lacking at the Port after hours); a safe, clean town; and nearby restaurants and shops, including large box retailers, such as Home Depot and Walmart, within 20 miles (Crescent City). There were concerns about a lack of infrastructure, including additional facilities and maintenance needs at the Port to serve a growing market



potential. All agreed that better signage is needed on Highway 101, both northbound and southbound, to encourage visitors. The labor pool was noted as a challenge, and the need for additional vocational training was mentioned often. People interviewed told stories about good neighbor actions and remarked on the strong sense of local community. It was noted that Brookings Harbor typically sells gas for \$1 less than Crescent City, so there is considerable draw for fuel sales. Also, we heard that there are limited light industrial sites at the Port, and that most of this land is in Curry County or the City of Brookings. Proximity to industrial land that can support the harbor is also an asset.

The boatyard was also identified as an asset for the Port. Interviewees mentioned a need for a new hoist capable of moving larger vessels and a paved yard, and said the ability for fishermen to work on their own boats, using their own materials, is unique for a boatyard and an important feature of the Port's facility.

4. **The ports of Port Orford, Bandon, and Gold Beach are in the process of developing business plan updates. Do you see an advantage in the four ports incorporating regional cooperation and policy initiatives into their respective business planning process; e.g., coordinated lobbying for federal channel dredging, fisheries policies, fish waste handling, marketing, etc.?**

All of those interviewed felt that regional cooperation among south coast ports is essential – it provides a larger voice for lobbying efforts and assists with regional marketing. Examples included securing additional state and federal funds for dredging, and niche marketing efforts that help all of the southern coast ports, such as promoting fishing and tourism. It was noted that the southern coast is unique, and because of its remoteness, can capture longer stays and increased tourism dollars. One of the interviewees stated that the ports started cooperating more formally when they got involved with the Oregon Policy Advisory Council (OPAC) regarding the marine reserves program initiated by the legislature. Together the ports allowed Red Rocks Marine Reserve but fought four others in order to protect the fishing industry. It was noted by one interviewee that the south coast ports cooperative efforts to address dredging needs could be a national model and bring increased interest and positive press to the Port and region.

5. **The Port currently includes over 600 moorage slips and is one of the most active ports on the Oregon Coast, serving nearly 100,000 recreational and commercial fishing trips every year. Do you feel there are upgrades that could be made to the marina and surrounding area that would further enhance the experience for sport and commercial fishing and/or generate even greater usage and increase tourism? If so, what are those upgrades?**

There were a number of priority projects discussed during the interviews, including:

- Recreational Docks – Add larger slips (20-foot plus) to accommodate larger vessels in use today.
- Boat Basin – Expand commercial slips through expansion of the southern boat basin and relocation of the shipyard east along the barge slip near the cold storage and ice house and add restrooms. Dredge more areas for deep-water slips.
- Boardwalk Expansion – Expand the boardwalk westerly with a potential high deck overlooking active waterfront.
- Marine – Improve off-loading facilities, small scale canning facilities, and fish sales near boat launch. Consider a marina rate-split based on zip code to discount local fees.
- Gateway – Improve Highway 101 gateway and signage.

In addition to the priority projects, it was noted that there is a need to improve efficiency and enforcement of current port policies throughout port facilities. Examples included providing short- and long-term parking, ensuring boats in the boatyard are moved to boatyard storage when they are not actively being worked on, and hiring certified crane operators.

6. **The Port hosts a series of major events throughout the year, including a farmer's/artisan market from June to October, the Party at the Port in May, Bluegrass on the Boardwalk in July, and numerous other events. How familiar are you with these events? Do you have suggestions for how the Port can make these events even more successful? Are there additional events or festivals you would like to see?**

Among the many events held annually, Brookings Harbor hosts the Slammin' Salmon derby, which is the largest of its kind in the nation. Brookings had the best crab season on the west coast in 2013. The Port could consider additional festival promotions, giveaways, and further events to add value and success to the already popular event schedule. Hotel stays, fishing gear, and other items were mentioned to promote return visits. One stated goal was to achieve one event per month, extending into the shoulder/winter seasons. The Port is active in expanding events, and it was stated that they are approaching this goal of 12 per year, which is achievable by including more events, music, and, possibly, an indoor circus tent for winter festivals, boat shows, and fishing expos. Additional coordination with the City and Chamber of Commerce was suggested. Some see tourism success tied directly to infrastructure needs (boatyard, unloading area improvements, fish market, etc.).

7. **The Port's land holdings include a vacant piece of property east of the Coast Guard Building and north of the RV Park. The Port also owns the Green Building, which will be evaluated for reuse or replacement as part of this strategic business plan. This vacant land is currently used for parking and the Green Building is underutilized. What do you think would be the best use for these properties?**

The kite field that is undeveloped near the RV Park is a useful open space that may be an opportunity for future development. Some would like to see this redeveloped and some prefer it as open space, although it is presently zoned for industrial use. It was noted that the space north of the RV park is used for temporary RV overflow and tent camping. One idea is to consider selling or partnering for redevelopment of the site with controls to ensure it is used for "transient tourism" (hotels, recreational, and tourist serving) in order to both pay the Port's debt and have additional income for improvements and operations.

The Green Building was generally considered as difficult to repurpose or save, with many preferring that the building be removed. It was noted that there is state funding (Oregon Infrastructure Finance Authority) and debt attached to the building that must be dealt with to achieve demolition. Some felt there may be an opportunity to attract a number of investors to repurpose the building, but it is unclear what the building could best accommodate, given that it is unfinished and has structural issues that would be expensive to repair. (Note that the strategic business plan process will include an economic assessment of the green building's potential for reuse or demolition.)

8. **The Port's current mission statement includes a commitment to preserve and enhance its economic activities and facilitate the full economic potential of the Port and Curry County. Do you have ideas or suggestions on what approaches the Port should consider to generate new revenue streams? What types of economic development actions or incentives are most needed in Brookings Harbor to nurture job growth and support new private investment?**

In general, those interviewed felt that the Port has recently achieved enhanced management and that the \$2 million gross revenue has been steady over the past 15 years. Staff has been doing a good job ensuring positive cash flow. There is a sense that new opportunities should be explored to enhance revenues, and that the Port is transitioning away from a broken business model to one that can bring further success. One respondent suggested a review of the Harbor Sanitary District System Development Charges, as they are perceived as high and a deterrent to growth. Another suggested increased investment in local youth, both through local hiring and vocational training with SWOCC and the Coos Bay Culinary School. Additional input regarding the marina was focused on accommodating larger vessels, reviewing leases for upgrades, balancing lease rates with improvement costs, and exploring port policies to support smaller fishing operations and encourage more revenue to stay in the community. As noted early in this summary, increased operating efficiency with regard to port facilities and enforcement of current port policies was suggested as a means to capture more revenue from existing facilities and services.

9. **If you are a tenant, business, or economic development interest tied to the Port's business lines, do you have what you need to grow? What can the Port do to help you retain jobs or**

**grow local business? For example, are there specific facility needs, such as shipyard upgrades, boardwalk improvements, or marina enhancements you would like to see? Do you envision new commercial or mixed-use areas at the Port?**

Improvement needs mentioned during the interviews included a larger travel lift, paved boatyard, boardwalk improvements, better lighting, and security (card lock gates) for the marina, as well as new retail and marine support business and possible mixed use areas. The specific uses that were mentioned include a brewery, restaurants, shops, and condos, although not all of those interviewed agreed with condo development as a priority for the Port.

**10. What are the primary industry types (including clusters of supportive businesses) the Port should focus on for marketing the Brookings Harbor area? How should the Port or other agencies strengthen these industries and clusters?**

The following suggestions were made to strengthen existing businesses at the Port:

- Enhance infrastructure (parking, water and sewer, larger marine slips, lifts, and boatyard relocation)
- Address lack of industrial space (may include cooperation with City and County)
- Add boat wash and RV storage facility (enclosed)
- Improve restrooms for retail areas
- Continue to work directly with tenants to meet their needs (staff doing a good job)
- Increase directional signage at Port facilities
- Increase enforcement of existing Port policies and develop new policies to improve efficiency
- Address security and homeless issue after 5 p.m.
- Repair potholes in parking area
- Expand marketing efforts

**11. Are there certain goods or services that you think are missing in this area of the coast?**

Most felt that adequate retail and services are available in the area, but specific needs were also noted during the interviews, including:

- Improved medical facilities (small hospital or medical clinic)
- Improved security and lighting
- A large commercial freezer near cold storage facility
- A large moveable shed for emergency boat repairs under cover (charge a premium)
- Fish market and more fishing processing to increase local jobs
- Marine supply company
- Maintenance and/or dealers for heavy equipment and trucking

**12. Is there anything else you'd like to add?**

Most respondents felt that their interests and priorities had been addressed in previous questions, but a few additional comments included:

- The Port needs an updated Vision Statement and a roadmap for measurable progress. For example, consider a goal to enhance revenues from \$2 to \$5 million in five years.
- Debit reduction needs to be a priority.
- Population migration is a problem and should be dealt with proactively.

**Stakeholder Input Provided by:**

Howard Jones, Restaurant Owner  
Roy Davis, Port Commission President  
Jim Relaford, Port Commission Treasurer  
Mike Manning, Port Commissioner and Business Owner  
Al Cornell, Port leaseholder  
Ted Fitzgerald, CEO and Port Manager  
Katrien Mueller, CFO and Finance Director  
Travis Webster, Operations Supervisor

12 May 2014

**To:** Ted Fitzgerald, Manager, Port of Brookings Harbor  
**From:** Scott Keillor, AICP

**Re:** Port of Brookings Harbor Strategic Business Plan  
Planning Commission and Public Meeting No. 1 Summary

---

#### **ATTENDEES**

**Commissioners:** Roy Davis, Sue Gold, Jim Relaford, Mike Manning, and Tim Patterson  
**Staff:** Ted Fitzgerald, Katrien Mueller, Travis Webster, and Judy Mellus  
**Public:** Al Cornell and Richard Heap  
**Consultants:** Scott Keillor and Scott McMahon

#### **INTRODUCTIONS**

Scott Keillor and Scott McMahon introduced themselves and explained the materials they would be presenting. Tonight the Commission will receive a summary of the strengths, weaknesses, opportunities and threats (SWOT) assessment; stakeholder interviews; Port facilities assessment; and market study findings. Scott Keillor provided a slide show that summarized findings, asked if the Commission had questions, and solicited input to key project and policy priorities to assist the team in drafting the Port of Brookings Harbor Strategic Business Plan.

#### **PUBLIC COMMENTS**

- Al Cornell commented on the Port's proximity to California, with no sales tax as a draw for California residents. He suggested an increase in the size of marina slips to accommodate the larger boats commonly used today.
- Richard Heap gave a report on the Salmon Season. He indicated that Brookings needs commercial fishing to support the community. He urged attention to fishing regulations and dredging needs.

**COMMISSION AND STAFF COMMENTS**

- Ted Fitzgerald noted that to increase revenue the Port should consider a fee on the pounds of fish crossing the docks. He said that the Port is in the process of updating all of its leases to market rates. Ted would also like to see security cameras at the marina.
- Commissioner Patterson asked if the local market has capacity to support the new buildings shown in the market study. Scott Keillor said the market study forecast covers supportable building area over the next 20 years.
- Commissioner Gold asked if the plan considers the impacts of fishing regulations on fisheries opportunities. Scott Keillor said that fishing regulations can further impact fishing and related maritime businesses, such as fish processing. Regulations are an acknowledged "threat" in the SWOT analysis. It is important to recognize the impacts that fishing regulations have on economic development for the Port.
- Commissioner Manning commented that the fleet is moving north, near Newport, and moves south to Fort Bragg once the fish begin to bite. He continued that he is expecting a decline in fish for the next few years. He noted that buyers have trouble meeting market demand in Brookings, as the catch is small. He feels the commercial fisheries will suffer in Brookings over the next few years.

Scott Keillor indicated that input from the public, staff, and Commission gathered during the kickoff site visits, interviews, and this meeting would be considered in drafting the strategic business plan. There will be a second public and Commission meeting held in late May to present and receive feedback on the draft plan. Scott thanked the Commission for their time and Commission President Roy Davis concluded the meeting.

28 May 2014

To: Ted Fitzgerald, Manager, Port of Brookings Harbor  
From: Scott Keillor, AICP

Re: **Port of Brookings Harbor Strategic Business Plan  
Planning Commission and Public Meeting No. 2 Summary**

---

#### **ATTENDEES**

Commissioners: Roy Davis, Sue Gold, Jim Relaford, Mike Manning, and Tim Patterson  
Staff: Ted Fitzgerald, Katrien Mueller  
State of Oregon: Becky Bryant, Infrastructure Finance Authority  
Public: Roger Thompson, Bill O'Grady  
Consultants: Scott Keillor, BergerABAM and Todd Chase, FCS GROUP

#### **INTRODUCTIONS**

Scott Keillor introduced Todd Chase and himself and thanked Becky Bryant, grant sponsor from the Infrastructure Finance Authority for her attendance. The consultant team has prepared a draft strategic business plan, and would like the Commission and public to comment on the plan before it is completed in June. The IFA would like the Port to include the dredge operational analysis due for completion soon. Scott asked the Commission to provide any additional comments through Ted and Katrien over the next two weeks (by June 6<sup>th</sup>).

#### **MARKET OVERVIEW**

Todd provided a summary of the market conditions and opportunities. In summary, the Port of Brookings Harbor has significant opportunities in fisheries and support markets, and tourism. He gave a summary of the demographic conditions and financials. In response to the Commissioners' comment, Todd indicated that his figures for growth in tourism are not showing year over year gains, and do not include dollar values indexed to inflation. He can adjust the figures to account for inflation if necessary. In addition, the 100 new homes per year represents an average of the trend over the past 10 years, and not year over year growth. Ted pointed out that the business closures need to include the loss of C & K, which removed 70 jobs from the economy over the last year. Todd noted that South Coast Lumber is booming, even though there are fewer jobs. Health care and professional services are lagging in the local economy, but you would expect them to increase in the near future if the city continues to add population.



Todd stated that the Port will need to restructure its debt on the Green Building by 2016, to ensure ongoing financial stability.

#### **PRIORITY PROJECTS**

Scott summarized the priority projects and boat yard plan. The biggest ticket projects include a centrally relocated boat yard with a 100 ton lift near the ice house and cold storage. Nearby receiving docks/lease spaces and a new 8,000 square foot fish processing plant are envisioned. The next major item is expansion of the commercial basin. The Green Building and adjoining hotel and restaurants are shown as a new commercial development site east of the boat yard. Finally, public/private redevelopment opportunities are proposed on the kite field, and/or surrounding tent and RV sites. The plan can be refined and developed over time through grant and private funding. The port will need to focus on income generation, including near term tariff on fish crossing the dock, and continued lease upgrades as well as possible public/private partnerships.

#### **COMMISSION AND STAFF COMMENTS**

- Ted Fitzgerald said that as we look at improvements to the recreational boat basin, we need to consider adding larger (24' to 28') slips at the north end – they are in demand.
- Commissioner Gold said she does not want to sell land, but would consider a long term ground lease to generate a public/private development project.
- Commissioner Manning asked about the fish processing plant and how funding may be provided to assist. In summary, public grant funds could be secured by the Port with the match for the building generated by private investment – the key to getting many of these grants is job creation.
- Becky Bryant said the state offers a “One Stop Shop” meeting wherein the various State agencies can meet with the Port to discuss various funding options.
- The Port agreed to get behind the strategic business plan and move it forward.

#### **PUBLIC COMMENTS**

Other ideas for the Port include the idea of specialty niche canneries; as well as possibly assisting with development of hotel/boatel, housing and professional and health care services.

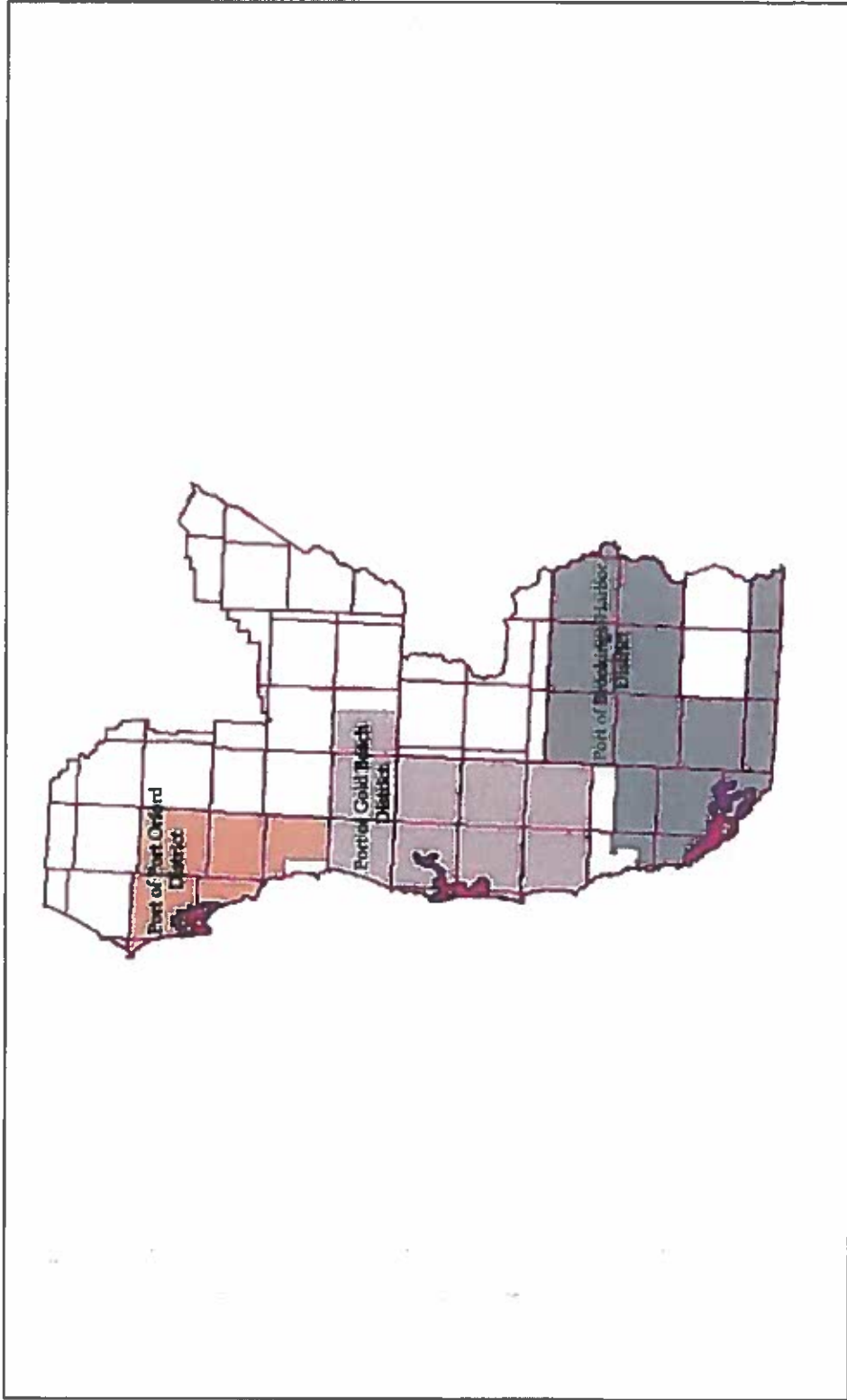
Scott Keillor thanked the public, staff, and Commission for their valuable input, and said the final plan will be prepared and delivered this summer.

**Port of Brookings Harbor  
Strategic Business Plan  
Curry County, Oregon**

---

**Appendix B  
Maps:  
Port District Map  
Curry County Zoning Map**

# Curry County Port District Boundaries



- Legend**
- Tennessee
  - CITY LIMITS
  - URBAN GROWTH BOUNDARY
  - SOLID CURRY PORTS DISTRICTS
  - POST ASSOCIATIONS
  - POST-GOLD BEACH
  - POST-PORT DISTRICTS

0 11 22 33 mi.

This map is a public information product of the North Carolina Department of Transportation. It is not intended to be used as a legal document. The Department of Transportation is not responsible for any errors or omissions in this map. Please contact the Department of Transportation for more information.

Map center: 42°27' N, 124°15' W

Scale: 1:662,570

# Port of Brookings Harbor Zoning

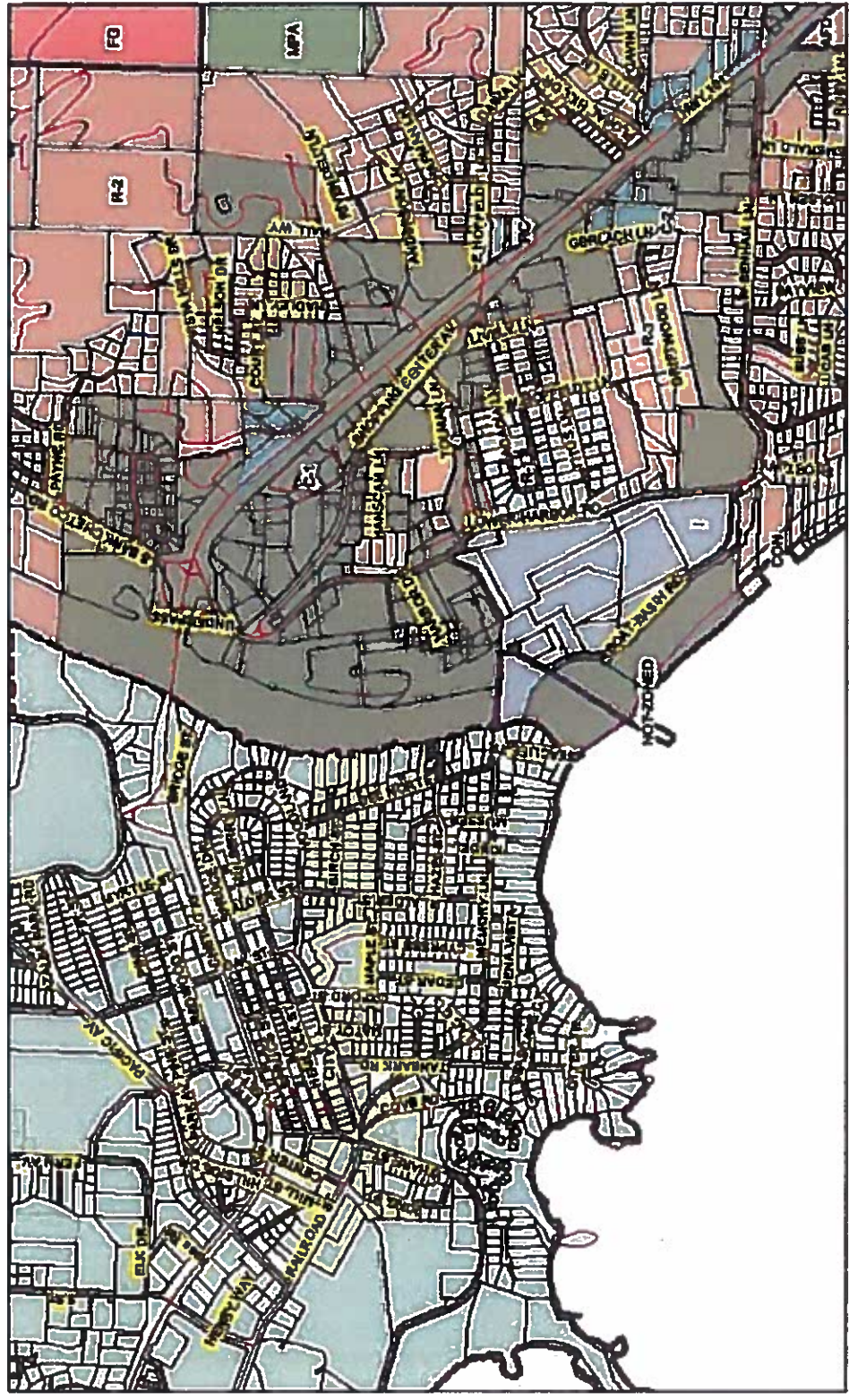


**Legend**

- TOWNSHIPS
- ROADS
- PARCELS
- CITY LIMITS
- URBAN GROWTH BOUNDARY
- BASE COUNTY ZONING, COUNTY, 1

FG R-2 MPA  
 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

Scale: 1:10,000



Map corner: 42° 2' 57" N, 124° 16' 11" W

0 1000 2000 3000 ft.

This map is a public account of general information. Use this information at your own risk. Curry County makes no warranty of any kind, expressed or implied, including any warranty of merchantability, fitness for any particular purpose or any other matter.

**Port of Brookings Harbor  
Strategic Business Plan  
Curry County, Oregon**

---

**Appendix C  
Facilities Condition Assessment Memorandum**

## Memorandum

Date: 14 April 2014

Subject: Port of Brookings Harbor Facility Condition Assessment

From: Scott McMahon, PE, and Carissa Watanabe

To: Scott Keillor, AICP

### OVERVIEW

The Port of Brookings Harbor (Port) owns approximately 60 acres of marine property in Curry County, Oregon. BergerABAM performed a facilities condition assessment on the majority of Port properties, including the commercial basin, sport basin, receiving dock, shipyard, RV park, and commercial facilities.

The assessment included a visual reconnaissance and review of available technical reports and drawings provided by the Port. BergerABAM did not perform any calculations or testing. Scott McMahon, Scott Keillor, and Nicole McDermott visited the port properties on 1 and 2 April 2014 with Port staff.

### MARINA AREA

#### Overview

The marina is located at the mouth of the Chetco River adjacent to the Pacific Ocean in Curry County (see Photo 1). There are two rock jetties at the mouth of the Chetco River. The U.S. Army Corps of Engineers (USACE) constructed the rock jetties in 1957. Modifications were completed in 1969 to extend the north jetty 450 feet and improve the entrance channel to 14 feet deep and 120 feet wide. In 1970, a 1,800-foot-long and 18-foot-high protective dike was constructed along the south side of the Chetco River. A turning basin and small boat access channel were also completed in 1970. The turning basin is 650 feet long, 250 feet wide, and 14 feet deep. The commercial boat basin access is 200 feet long, 100 feet wide, and 12 feet deep.

### SPORT BOAT BASIN – BASIN NO. 1

#### Sport Boat Basin Dock

The sport boat basin accommodates approximately 375 recreational vessels. The configuration of the floating docks includes a marginal walkway with eight main walkways (identified as A through H) and is of concrete construction supported by steel guide piles (see Photo 2). Walkways A through C have power available to the boats (see Photo 3). In 2011, a tsunami hit

the Port; Walkway A had to be rebuilt and is in good condition. The overall observed condition of the remaining dock is fair with minor deterioration.



**Photo 1 - Marina overview**

An issue with siltation was observed under the main north-south floating dock. At low water, the floats get hung up on high points, leading to damage to timber wales. This condition appears to be worse near the stormwater outfall.

#### **Boardwalks**

A boardwalk is located upland of the sport boat basin dock. The original boardwalk is of timber construction with a wood railing. The timber boardwalk is in satisfactory condition. A steel and concrete panel retaining structure below the original boardwalk appears to be in fair condition, with some apparent failure of the joints and broken concrete panels (see Photo 4). Immediately south of the retaining structure, there are very steep slopes with sloughing.

There is a newer concrete and steel boardwalk addition that appears to be in good condition (see Photo 5). The addition has a galvanized steel railing with cable infill. The slopes under the addition are very steep and failing (see Photo 6).

#### **Boat Launch**

A boat launch is located to the north of the recreational docks. The launch is a six-lane concrete ramp (see Photo 7). River debris was observed to collect on the surface of the boat ramps. The boat launch concrete pavement appears to be in satisfactory condition. Three boarding floats are located between the four launch ramps. The boarding floats are of wood construction and are

each secured with two steel piles. It was observed that portions of the timber decking are broken and unencapsulated foam flotation is visible under some of the floats. The center boarding float sits very low in the water at the transition point, which leads water onto the surface of the docks (see Photo 8). The steel piles and plastic caps appear to be in satisfactory condition; however, several guide rollers are broken. The overall observed condition of the floating docks is fair.

#### **Boat Launch Parking Lot**

An asphalt parking lot services the boat launch area (see Photo 9). The condition of the pavement appears to be fair, with some large potholes and pavement cracking. The pavement of the main launch drive appeared to be the most distressed with alligator cracking noted. There are catch basins in the parking lot; however, ponding water was evident at some locations. It was reported that the water drains east, away from the shore and toward the area adjacent to Sporthaven Marina. Currently, there is no collection of stormwater at the top of the boat ramp and the water sheet flows into the marina. The Port is currently seeking a grant from the Oregon State Marine Board (OSMB) to renovate the parking lot and create a more efficient circulation pattern.

OSMB operates a restroom located in the boat launch parking area. The restroom appears to be in satisfactory condition.

#### **Sport Basin Transient Dock**

A transient dock is located to the west of the boat launch and runs parallel to the protective dike (see Photo 7). The dock is accessed via an aluminum gangway from the parking lot, and the gangway appears to be in satisfactory condition. The dock is of concrete construction and secured with steel guide piles. The landing float for the gangway appears to have insufficient flotation, as it sits lower in the water than the adjacent floats. The guides at the transient dock are a mixture of rollers and timber blocks, and several of these are missing or worn down. The dock offers a waste pump-out station that appears to be in satisfactory condition. The overall condition of the transient dock is fair.

#### **Fish Cleaning Station**

A fish cleaning station is located adjacent to the boat launch parking lot (see Photo 10). The fish cleaning station is a partially enclosed, one-story, wood-framed structure. It appears the structure is in satisfactory condition.

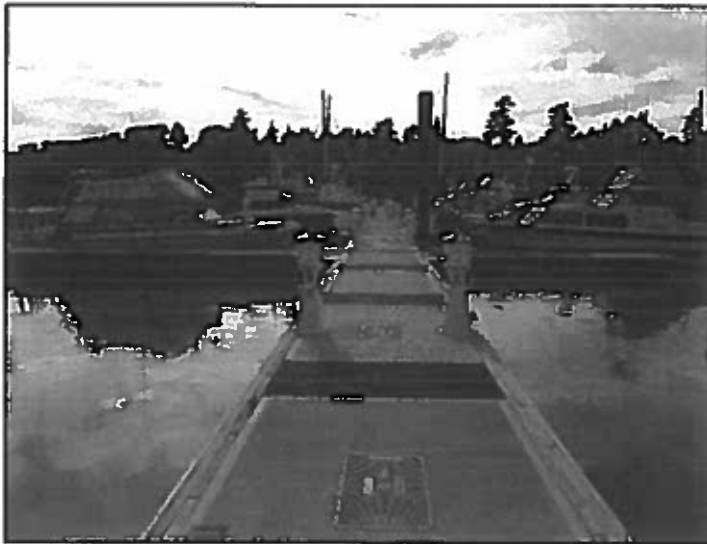
#### **Public Fishing Dock**

A public fishing dock is located at the end of the protective dike, adjacent to the entry into the boat basin (see Photo 11). The floating dock is of concrete construction with steel guide piles. The dock appears to be in good condition. At the time of our site visit, construction was ongoing for a new abutment. No gangway was in place to access the dock (see Photo 12).





**Photo 2 - Sport basin dock**



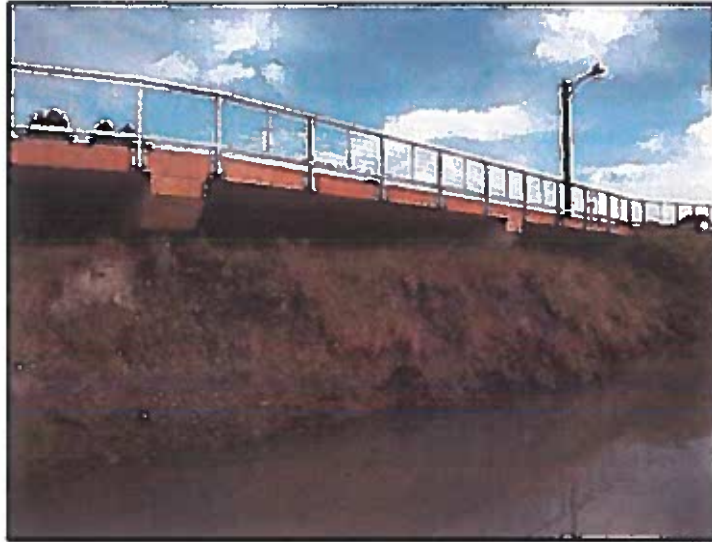
**Photo 3 - Power available at sport basin dock**



**Photo 4 - Old boardwalk**



**Photo 5 - New boardwalk**



**Photo 6 - Falling slope below boardwalk addition**



**Photo 7 - Boat launch and transient dock**



**Photo 8 - Accumulated debris at boat launch**



**Photo 9 - Boat launch parking lot**



**Photo 10 - Fish cleaning station**



**Photo 11 - Public fishing dock**



Photo 12 – Public fishing dock, abutment under construction

## COMMERCIAL BASIN – BASIN NO. 2

### Commercial Basin Dock

The commercial basin dock accommodates approximately 250 vessels (see Photo 13). The floating dock has twelve main walkways (identified as C through Q) that extend from four separate marginal walkways. The floating docks are of concrete construction with steel guide piles. Docks H, I, J, and O were replaced in 2012 because of damage from the tsunami (see Photo 14). All of the docks provide electrical power. The commercial docks are accessed via gangways from parking lots on either side of the basin. The docks installed in 2012 are in good condition, while the overall observed condition of the older docks is fair.

### Dredging

It was reported that the commercial basin needs 100,000 cubic-yards of material removed to provide the authorized -13-foot mean lower low water depth of water. The Port attributes much of the material in the basin to materials coming in from the County-owned stormwater outfalls.

### Transient Dock

The transient dock is located between the commercial basin and the sport basin, south of the barge slip (see Photo 15). The floating dock is of concrete construction with timber wales and is supported by steel and timber guide piles. The dock appeared to be in fair condition, with some recent repairs evident where a vessel impacted the dock. Some of the pile hoops are in poor condition, and some of the piles are not connected to the dock with hoops. It was also noted that some of the timber guide piles of the east-west dock are significantly worn. The dock is accessed via an aluminum gangway from the asphalt parking lot above.

### **Fuel Dock**

A marine fuel dock is located at the northeast end of the transient dock (see Photo 16). The floating dock is of concrete construction supported by steel guide piles. The fuel dock includes an attendant's station and the fueling station. The fuel dock is accessed via a 60-foot steel span gangway. The fuel is transferred from an upland storage facility through underground piping to the fuel dock. The overall observed condition of the dock is satisfactory, with minor levels of deterioration observed.

The upland storage facility is located in the parking lot above the transient dock and includes two 12,000-gallon, double-walled tanks on a concrete pad (see Photo 17). Each tank is mounted to the concrete pad and protected by bollards. Each fuel tank is split into 6,000-gallon sections. One tank contains premium unleaded fuel, and the other tank contains diesel fuel. The fuel tanks appear to be in good condition. An oil boom is stored adjacent to the tanks.

The upland area generally consists of dirt and gravel and is in poor to fair condition. There is poor surface drainage and potholes on the site.

### **Fisheries Dock**

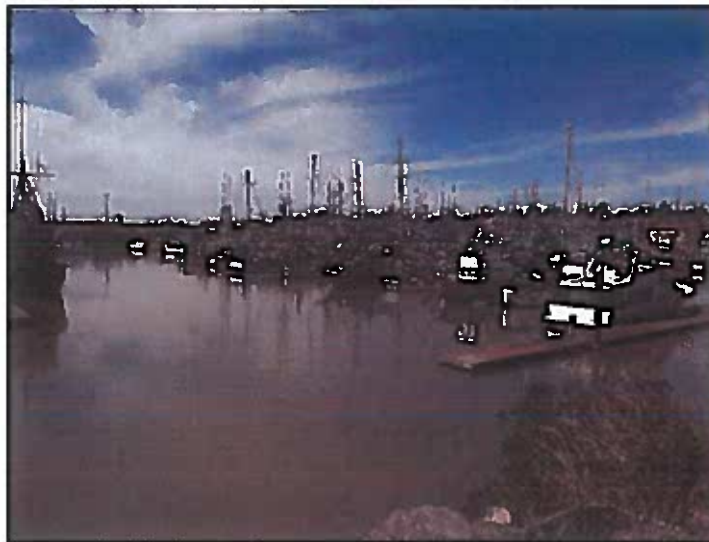
The fisheries dock is located between the commercial basin floating docks and the transient dock (see Photo 18). The dock has a timber substructure with a concrete deck. The dock appears to be in serious condition with split and broken piles. The timber bracing does not extend to the southernmost bents.

### **Embankments**

The southeast corner of the commercial basin has significant slope failure in at least two locations. At the southeast corner outfall, the Port has established a toe with large riprap in order to arrest immediate concerns for erosion (see Photo 19). It has been reported that the riprap at the southern gangway to the transient dock has sloughed into the water. Several other embankment slides were observed.

### **Commercial Basin Parking Area**

The commercial basin has asphalt parking lots on both sides of the basin that were observed to be in fair condition. The parking areas each have restroom buildings.



**Photo 13 - Commercial basin docks**

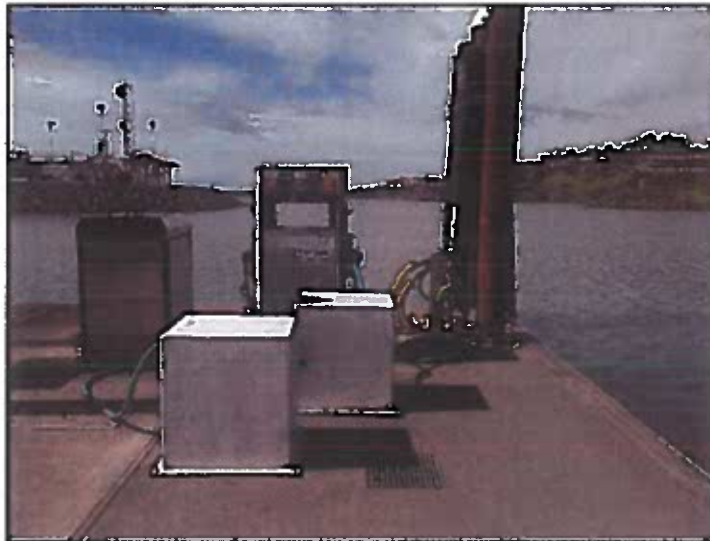


**Photo 14 - New docks at commercial basin**

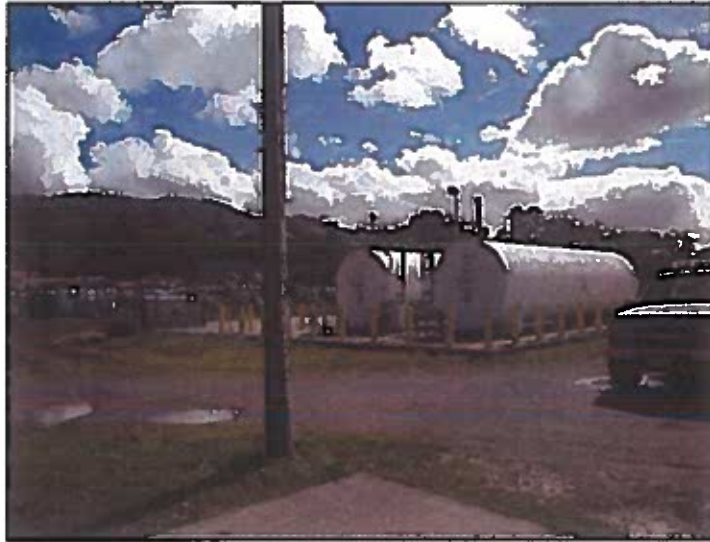




**Photo 15 - Transient dock**



**Photo 16 - Fuel dock**



**Photo 17 - Upland fuel tanks**



**Photo 18 - Fisherles dock**



**Photo 19 – Southeast corner embankment**

#### **RECEIVING DOCK AREA**

The receiving dock area includes the receiving docks, barge slip, cold storage facility, ice house and dock, gear storage areas, and a boat storage yard (see Photo 20).

#### **Receiving Docks**

The receiving dock area is located between the commercial basin and the sport basin and consists of four distinct areas: the main receiving dock, Pac-Choice dock, collapsed concrete bulkhead, and northern receiving dock (see Photo 21).

The main receiving dock is located furthest south and is a new steel sheet pile dock with a concrete deck and steel pipe bollards. The dock has a concrete bullrail that was covered with a steel plate to prevent damage to the concrete. The new dock was built with the 2011 tsunami repair funds and is in good condition. The dock has two 600-pound capacity hoists. The Port owns the hoists, but the fisheries are responsible for maintenance.

The Pac-Choice dock is of timber construction with timber piles and a concrete deck. The Pac-Choice dock is reported to be in poor condition.

North of the Pac-Choice dock is a collapsed concrete bulkhead where an additional dock was previously located.

The northernmost receiving dock is of timber construction with timber piles. The dock was reported to be in poor condition.

**Barge Slip**

The barge slip is located adjacent to the fuel dock to the east. The barge slip is in critical condition. The walls of the barge slip appear to be in advanced stages of failure (see Photo 22). The barge slip is also in need of dredging.

**Cold Storage Facility**

The cold storage facility is approximately 50 feet wide by 80 feet long and according to the building plans, appears to be of concrete construction with metal corrugated siding. The facility is operated by the Port and is cooled by ammonia. We understand that the cold storage building was renovated in 2011 and is in good condition (see Photo 23).

**Ice House**

The Port owns and operates an ice house and ice dock located adjacent to the barge slip. The ice house is a two-story structure and has a reported capacity of 90 to 100 tons of ice. The ice dock is of timber construction with timber piles and is in poor condition (see Photo 24).

**Gear Storage**

The Port leases gear storage areas with 30- by 60-foot or 30- by 30-foot options (see Photo 25).

**Boat Storage Yard**

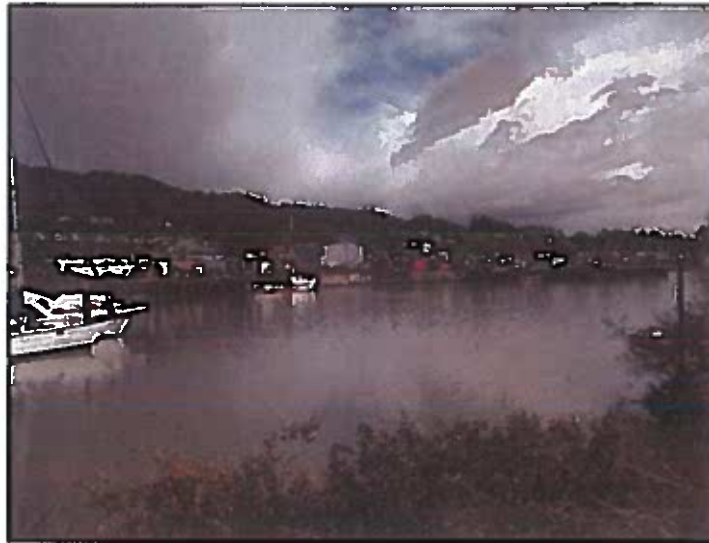
The Port leases secured boat storage spaces. The boat storage area has recently had new fencing installed around the yard.

**Utilities**

The Port installed a new 480 volt transformer with the capacity to supply 10 freezer trailers. The power to the site is supplied by overhead power lines by Coos-Curry Electric Cooperative, with one section recently buried to reduce potential conflicts with equipment.

**Receiving Area Parking**

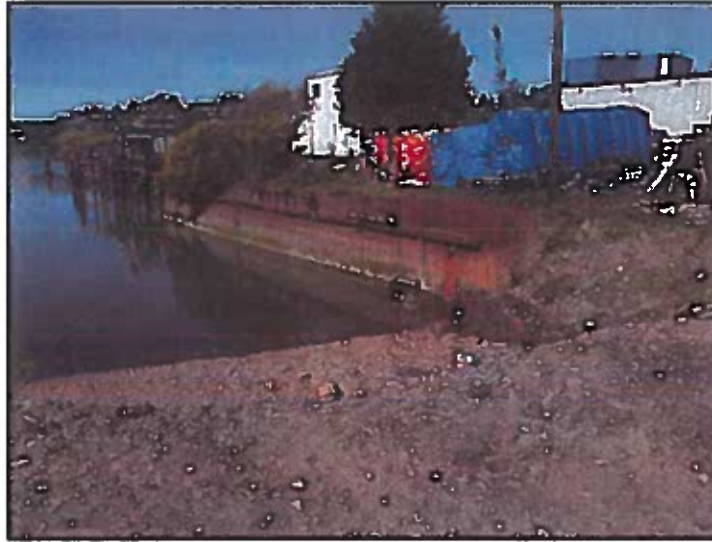
The receiving area has an access road to parking. The access road has alligator cracking down the center of the roadway and is in fair condition. The parking area is in poor condition with observed alligator cracking, block cracking, and potholes. There is a ditch parallel to the roadway for drainage.



**Photo 20 - Overview of receiving dock area**



**Photo 21 - New receiving dock**



**Photo 22 – Barge slip**



**Photo 23 – Cold storage**



**Photo 24 – Ice house and dock**



**Photo 25 – Gear storage**

## **BOATYARD AND PORT SHOP**

### **Overview**

The boatyard area is an approximate 3-acre site secured with barbed wire fencing located at the southern end of the Port's property. It includes the port shop, boatyard lot with space for do-it-

yourself boat maintenance, an equipment storage area, and a straddle hoist. The boatyard lot has a dirt and gravel surface. Potholes and pooling water were observed (see Photo 26).

#### **Port Shop**

The shop building includes a two-story shop area with an attached one-story, wood-framed commercial structure. The shop portion has corrugated metal siding (see Photo 27). The shop building appears to be in fair condition, but may need new siding and a roof in the near future. A waste oil dump is located on the west side of the building.

#### **Straddle Hoist**

The Port owns the straddle hoist located on the boatyard dock (see Photo 28). The dock is of timber construction with timber piles. The condition of the dock is poor to fair. We understand from the Port that the dock will need to be replaced eventually. The straddle hoist has a capacity of 60 tons; however, the Port staff limit their lifts to 40 tons.

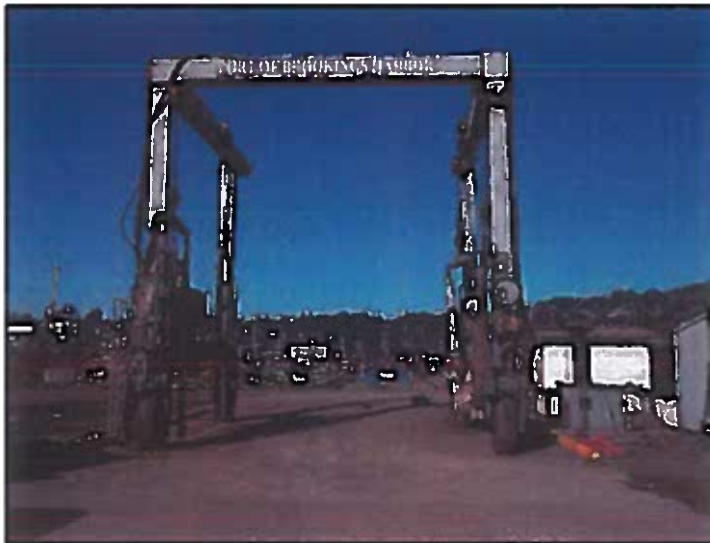


**Photo 26 - Boatyard**





**Photo 27 - Port shop**



**Photo 28 - Straddle hoist**

264

## **COMMERCIAL FACILITIES**

### **Overview**

The Port's commercial facilities are located adjacent to the sport and commercial basins along Lower Harbor Road and include several retail, office, and restaurant buildings. The majority of the buildings are occupied and in good to fair condition.

### **Former Cannery Buildings**

The former cannery building is a one-story, wood-framed structure that appears to be in fair condition and is currently unoccupied (see Photo 29). There is an adjacent smaller building that is also currently unoccupied (see Photo 30). The building is a one-story, wood-framed structure and appears to be in poor to serious condition with broken doors and windows.

### **Green Building**

The Green Building is a 10,613 square foot, two-story, wood-framed structural shell that was built in 2003, but did not include any interior improvements. It has never been occupied (see Photo 31). We understand that there is insufficient room around the building for parking. The building currently has broken windows and, according to Port staff, would require substantial upgrades in order to meet the current building and fire codes.

### **Office Buildings and Restaurants**

The office buildings are wood framed structures and are in satisfactory condition (see Photo 32). Located between the office buildings is a one-story restroom building of masonry construction. The restroom building is observed to be in satisfactory condition.

The ice cream shop is a one-story, wood-framed structure and is in fair condition (see Photo 33).

The pizza building is a one-story, wood structure with possible attic (see Photo 34). The building is in fair to poor condition. The building has an addition that is in the worst condition, and wood rot was observed.

The Oceanside Diner building is a one-story, wood-framed building with metal siding (see Photo 35 and 36). The siding above the roofline is plywood. There may be possible roofing deterioration. Overall, the building condition is noted as fair.

Tidewind Charters, Tidewind Tackle, and the Book Dock are three detached, single-story structures of wood construction (see Photo 37). The buildings are in fair condition.

### **Commercial Building Area Parking Lot**

The commercial building asphalt parking lot is currently in satisfactory condition.

265



**Photo 29 - Former cannery building**



**Photo 30 - Unoccupied building**



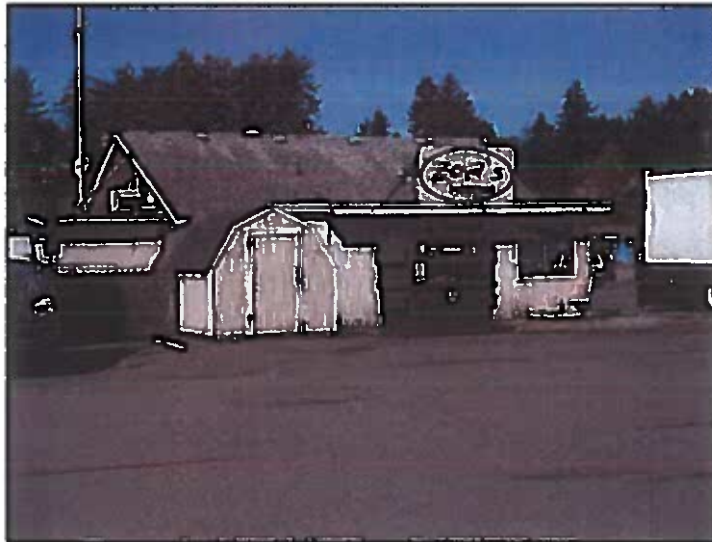
**Photo 31 - Green building**



**Photo 32 - Office and retail building**



**Photo 33 - Ice cream building**



**Photo 34 - Pizza building**



**Photo 35 - Oceanside Diner**



**Photo 36 - Oceanside Diner Building (South Elevation)**

269



**Photo 37 – Tidewind Charters, Tidewind Tackle, and Book Dock**

## **RV PARK**

### **Overview**

The RV Park is located at the south end of the marina and backs onto the beachfront. The Port leases the property to Beachfront RV Park who operates the facility (see Photo 38). There are approximately 100 RV spaces and approximately 30 tent sites. All of the RV sites have full-service hookups with the exception of nine sites located near the jetty. There are six restroom facilities located throughout the park. The Port operates the Laundromat and has performed maintenance on the machines. The Laundromat building is due for renovation, including new siding, windows, and roof.



Photo 38 – RV Park

#### **SOUTH JETTY AREA**

##### **U.S. Coast Guard**

The U.S. Coast Guard (USCG) has a station on the southern bank of the boat basin entrance. The Port leases a floating dock to the USCG located in the commercial boat basin (see Photo 39). The floating dock is of concrete construction with steel guide piles and appears to be in good condition.

##### **Public Fishing Pier**

The fishing pier is located on the Chetco River adjacent to the RV Park and Coast Guard station (see Photo 40). The public fishing pier is of concrete and steel construction with concrete piles. It was reported that the supporting steel I-beams are deteriorated, and the structure will eventually need to be rebuilt. The pier is reported to be in poor to fair condition.





**Photo 39 - USCG dock**



**Photo 40 - Public fishing pier**

## **UTILITIES AND TRANSPORTATION**

### **Public Street Access**

The Port is easily accessible from Highway 101 (US 101), a principal arterial. Coming from the south, a left turn on Benham Lane, which then turns into Lower Harbor Road. Coming from the north, vehicles may take a right turn onto Lower Harbor Road immediately after crossing the Chetco River Bridge. Lower Harbor Road and Benham Lane are classified as Collectors in the City of Brookings' Transportation System Plan. Average daily traffic volumes on US 101 ranged from 5,200 to 18,000 vehicles per day according to Oregon Department of Transportation's 1996 Traffic Volume Tables.

### **Water**

Potable water is supplied by Harbor Water, a County public utility district.

### **Wastewater and Sanitary Sewer**

The sanitary sewer collection system is managed by Harbor Sanitary, a public utility district. Harbor Sanitary pumps the wastewater to the City of Brookings for processing.

### **Electrical Power**

The Coos-Curry Electric Cooperative provides electrical power.

### **Communication**

According to Port staff, fiber redundancy was recently completed in Curry County.



September 2014

## Inside this Brief

- **Background**
- **Statewide Ports Strategic Plan**
- **Infrastructure Improvements**
- **Deepening the Columbia River Channel**
- **Staff and Agency Contacts**

Legislative Committee Services  
State Capitol Building  
Salem, Oregon 97301  
(503) 986-1813

Background Brief on ...

# Oregon Ports

## Background

Oregon's system of 23 public ports plays an important role in the state's economy. Ports are the gateways through which Oregon products, as well as those of much of the western United States, begin or continue their journey through worldwide markets. The state's agricultural, timber, and manufacturing industries rely on ports, in coordination with all modes of transportation, to move their goods. Goods from throughout the world also arrive at Oregon ports to be distributed throughout Oregon and the United States.

Oregon's nine ports on the Columbia River make up one-quarter of the 36-port Columbia-Snake system, along with one in Idaho and 26 in Washington. The three ports on the lower Columbia, Astoria, St. Helens, and Portland, are deep-water ports. Over 13 million tons of goods moved through the Port of Portland's marine terminals in 2011. Oregon also has 14 coastal ports, including the deep-water ports of Newport and the Oregon International Port of Coos Bay.

Ports are a critical part of the state's multimodal freight transportation system. Multimodal refers to the fact that goods may be transferred between ships, barges, trains, trucks, pipelines, and aircraft on their way from production facilities to markets. Goods are generally transported in one of five forms:

- **Dry bulk:** examples include grain, potash, or wood chips;
- **Liquid bulk:** items such as crude oil, petroleum products, and liquefied natural gas;
- **Break bulk:** carried in bags, crates, boxes, or on pallets;
- **Containers:** large metal boxes that can be customized for a variety of goods and can be mechanically moved between modes of transportation; or
- **Roll-on/roll-off:** cars and other wheeled equipment.

Port districts also play an active role in economic development. According to the Statewide Ports Strategic Plan adopted in October 2010, “one out of six Oregon jobs is directly or indirectly tied to cargo, recreation, industrial, commercial, or other activities at Oregon’s ports, including privately owned and operated docks which import and export goods.” Ports create and maintain industrial and commercial infrastructure in surrounding areas. They own and develop industrial and commercial parks for lease to private companies and help to maintain transportation infrastructure. Their role in attracting jobs and private investment is especially beneficial to rural areas where industrial infrastructure might not otherwise be developed. Several Oregon ports also operate air terminals and railroads in addition to marine facilities.

According to a report commissioned in 2014 by the Oregon Business Development Department (OBDD), the permanent annual economic impact of the Oregon Columbia River ports (excluding the Port of Portland) include 20,805 direct, indirect, and induced jobs, with a total labor income of \$856 million and local and state tax revenue payments of nearly \$162 million. The same report shows that the 15 Oregon Coastal ports provide 15,258 direct, indirect, and induced jobs with \$579 million in labor income and local and state tax revenue payments in excess of \$88 million. The estimated regional economic benefits of the Port of Portland and Portland Harbor include 75,800 direct, indirect, and induced jobs, \$3.76 billion in annual labor income and \$346 million in annual state and local tax payments.

Oregon’s public ports are also important to state tourism and the commercial and recreational fishing industries. Ports develop and own marine and land-side infrastructure necessary to support thousands of commercial fishing and sport boats. The ports are a primary link in moving Oregon seafood products to domestic and international markets.

Oregon’s ports are incorporated special local districts, regulated under Oregon Revised

Statutes (ORS) chapter 777 and 778 (Port of Portland only). Ports are run by locally elected boards of commissioners (except for the Port of Portland and the Oregon International Port of Coos Bay, whose boards are appointed by the Governor and confirmed by the Oregon Senate), and are authorized to generate income through bonding, user fees, taxation, and other sources. Because of differences in waterway conditions, surrounding transportation infrastructure, and goods shipped, each port faces different issues. For example, forest products and wood fiber make up 95 percent of the tonnage shipped through the Oregon International Port of Coos Bay while accounting for less than 10 percent of commodities on the Columbia River, where the single largest commodity is wheat. The Lower Columbia is first in the nation in wheat exports and third in the nation as a grain export center.

### **Statewide Ports Strategic Plan**

The Oregon Business Development Commission formally adopted “Ports 2010: A New Strategic Business Plan for Oregon’s Statewide Port System” in October 2010. Statutory changes enacted by the Legislative Assembly in 2007 provided the impetus for development of the Statewide Plan. Both those statutory changes and the statewide plan require that ports incorporated under ORS 777 develop and maintain strategic business plans based on an Oregon Business Development Department approved template as a condition for maintaining access to department funding.

The Statewide Ports Plan requires that individual port strategic business plans be approved by OBDD. The plan also calls for elected port commissioners and officials to receive training on ethics and best practices. Under the Statewide Plan, once a port’s business plan is approved by OBDD, the Department and the port are to develop an intergovernmental agreement (IGA) based on the approved plan, with the agreement incorporating the training requirements, best practices, and other recommendations of the Statewide Plan. The IGA lays out how the Department and port will work together to implement the port’s adopted business plan.

Multiple ports have completed their strategic plans and the IGA process, while the remainder continue to actively work to do so. Ports were given until the end of October 2013 to begin development of their plans, which must ultimately be submitted to OBDD for approval.

### **Infrastructure Improvements**

Port managers continually seek ways to upgrade their infrastructure. Since ports are but one part of a multimodal system, it is vital that rail and highway connections be maintained, and where possible, enhanced. Achieving seamless movement of goods across transportation modes and geographical regions minimizes transportation costs, thereby making Oregon's ports and Oregon's products more competitive. Port needs include rail improvements, road access expansion, and terminal expansion and improvement.

The navigation channel and ocean bar crossings of most coastal river mouths and bays must be dredged periodically to maintain their depths due to natural buildup of silt deposits. Coastal jetties also require periodic maintenance in order to protect navigational access to smaller ports and harbors. Federal funding for maintenance dredging of many of Oregon's shallow-draft fishing ports is threatened annually with reduction or elimination. The Legislative Assembly expanded the Marine Navigation Improvement Fund in 2003 to help provide local matching funds needed to obtain federal dollars for navigation projects.

In 1999, the Legislative Assembly authorized \$45 million in lottery bonds for local commercial and industrial infrastructure projects, including port facilities (House Bill 2153). House Bill 3364 (2001) created the Oregon Freight Advisory Committee to advise the Oregon Department of Transportation (ODOT) on freight transportation policies and programs. House Bill 3446 (2003) provided \$3.5 million in lottery bond capacity for small port dredging purposes.

During the 2005 legislative session, *ConnectOregon* was created as a \$100 million lottery-bond-based initiative to invest in air, rail,

marine, and transit infrastructure to ensure that Oregon's transportation system is strong, diverse, and efficient. Ensuing projects focused on connections between the highway system and other modes of transportation. The projects were distributed statewide and selected by the Oregon Transportation Commission (OTC) with the use of criteria specified in statute along with stakeholder and regional transportation advisory committee consultation. An additional requirement was that 15 percent of the proceeds were to be spent in each of ODOT's five regions. Following the sale of the \$100 million bonds approved in 2005, 41 projects were funded. Nine ports received funding for projects ranging from barge slip redevelopment, intermodal rail project, mooring dolphins, and a post-panamax crane.

The 2007 Legislative Assembly enacted *ConnectOregon II* through House Bill 2278 that provided for an additional \$100 million in lottery-backed bonds for intermodal infrastructure improvements. The Commission selected projects using the following revised criteria:

- Reduction of business transportation costs;
- Improved access to jobs and labor sources;
- Economic benefit to the state;
- Linking transportation moves for efficiency;
- Available matching funds; and
- Readiness for construction.

Two marine projects, at the Port of Portland (\$4.5 million) and Port of Astoria (\$973,000), received funding through *ConnectOregon II*.

House Bill 2001 (2009) included an additional \$100 million in funding for multimodal projects in *ConnectOregon III*. After being reviewed by modal and regional committees, 41 projects were awarded funding by the Oregon Transportation Commission, using similar criteria from the 2007 selection process. Seven port projects were funded, including dredge equipment upgrades, de-icing system upgrades, wharf repairs, crane modernization, and rail-to-barge facilities.

In 2011, the Legislative Assembly approved \$40 million in lottery-backed bonds for the *ConnectOregon IV* program as part of House Bill 5036. Building on the success of the first three authorizations, *ConnectOregon IV* had a total of 65 applications that met eligibility criteria. Of those 65 applications, nine port-related applications were chosen for funding.

In 2013, the Legislative Assembly approved \$42 million in lottery-backed bonds for the *ConnectOregon V* program as part of Senate Bill 260. Recently, the Final Review Committee selected seven port applications for funding to be considered by the Oregon Transportation Commission in the summer of 2014.

In 2013, the Legislative Assembly also approved \$3 million in Lottery Funds to support dredging federally-authorized channels serving South Coast Ports under a Memorandum of Understanding between the State of Oregon and the U.S. Army Corps of Engineers. In 2014, the Legislative Assembly authorized \$2 million for the purchase of a portable dredge to conduct dredging in port marinas and non-federal channels.

### **Deepening the Columbia River Channel**

After nearly 20 years of effort, the Columbia River channel improvement project is complete. The final portion of the 110-mile, lower Columbia River navigation channel was deepened from 40 to 43 feet in November 2010. The region has since seen \$930 million in new investment, including nearly \$125 million in improvements at the Port of Portland's Terminal 5 and 6, and new and upgraded facilities at other lower Columbia River ports. In addition to the dredging, 257 acres of habitat were restored and 11 tide gates were retrofitted to allow for fish passage as part of the project.

Dredging the 103-mile, 600-foot-wide navigation channel between the mouth and Portland to deepen it from 40 feet to 43 feet was originally estimated to require removal of 19 million cubic yards of sand at a cost of \$134 million. Environmental challenges and increased

costs ultimately increased the total project cost to roughly \$200 million. On May 20, 2002, the National Marine Fisheries Service and the United States Fish and Wildlife Service jointly announced findings that the channel deepening project presented negligible risk to threatened and endangered species. With the deepening portion of the project completed, additional work restoring fish habitat and areas where dredged materials were deposited will continue into the future.

The navigation channel is managed by the United States Army Corps of Engineers. It was originally dredged in 1878 to a depth of 20 feet, and has been progressively deepened, usually in five-foot increments, to its current depth of 43 feet. House Bill 2275, enacted in 2001, authorized issuance of \$28.7 million in lottery bonds through the Oregon Economic and Community Development Department to pay Oregon's share of the dredging project's total cost. The bonding authority was extended by House Bill 3446 (2003).

### **Staff and Agency Contacts**

Patrick Brennan  
Legislative Committee Services  
503-986-1674  
[patrick.h.brennan@state.or.us](mailto:patrick.h.brennan@state.or.us)

Michael McElwee  
Executive Director, Port of Hood River  
President, Oregon Public Ports Association  
(541) 386-1138

Mark Landauer  
Executive Director  
[Oregon Public Ports Association](http://OregonPublicPortsAssociation.org)  
503-896-2338

Dave Harlan  
[Oregon Business Development Department](http://OregonBusinessDevelopmentDepartment.org)  
503-986-0065

Sheryl Carrubba  
U.S. Army Corps of Engineers  
503-808-4340

*Committee Services provides centralized, non-partisan research and issue analysis for the Legislative Branch. Committee Services does not provide legal advice. Background Briefs are intended to give the reader a general understanding of a subject, and are based on information which is current as of the date of publication. Legislative, executive, and judicial actions subsequent to publication may affect the timeliness of the information.*

# OLD BUSINESS AGENDA ITEM H

---

**DATE:** *November 20, 2018*  
**RE:** *Damaged Port Infrastructure List*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:**

---

## OVERVIEW

- Updated list will be provided at the meeting for review and discussion

## DOCUMENTS

- No Documents.

## COMMISSIONERS ACTION

- For the board to review and discuss, no action needed.



# NEW BUSINESS AGENDA ITEM A

---

**DATE:** *November 20, 2018*

**RE:** *Introduction of Ordinance No. 22 – Regulating Sleeping & Camping on Port Property*

**TO:** *Port of Brookings Harbor, Board of Commissioners*

**ISSUED BY:**

---

## OVERVIEW

- October 23, Special Meeting, the homeless situation was discussed about what the public would like and how the board is able to proceed.

## DOCUMENTS

- Ordinance 22, 2 pages.
- Ordinance Procedure, 3 pages.

## COMMISSIONERS ACTION

- For the board to discuss, approve or deny ordinance 22.
- Recommended Motion: motion to waive full reading, read by title only and introduce Ordinance No. 22, An Ordinance of the Board of Commissioners of the Port of Brookings Harbor Regulating Sleeping and Camping on Port Property.

## Ordinance No. 22

### AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE PORT OF BROOKINGS HARBOR REGULATING SLEEPING AND CAMPING ON PORT PROPERTY

WHEREAS, on May 26, 1998, the Board of Commissioners of the Port of Brookings Harbor adopted Ordinance No. 1-1998; and

WHEREAS, on September 4, 2018, the Ninth Circuit Court of Appeals issued a decision in the case *Martin v. City of Boise*, which held that government cannot criminalize sleeping on public property by homeless persons if there are not adequate shelters available without violating the Eighth Amendment to the United States Constitution; and

WHEREAS, the Court also indicated that some regulations regarding homeless persons sleeping on public property would likely be permissible if the regulations restricted the time, place, and manner of said sleeping activity rather than an absolute ban all sleeping on public property; and

WHEREAS, there have been incidents of homeless persons erecting tents on Port property all hours of the day and night necessitating the need for more specific regulations by the Commission.

**Now, therefore, the Board of Commissioners of the Port of Brookings Harbor ordains as follows:**

**Section 1. Ordinance Identified.** This ordinance amends Ordinance No. 1-1998 adopted May 26, 1998.

**Section 2. Amendment.** Part IV, Specific Rules and Regulations, of Ordinance No. 1-1998 is hereby amended by adding Section 4.44 to read as follows:

**4.44 Sleeping and camping on Port-owned property.**

**4.44.1 Policy.** It is the policy of the Board of Commissioners to implement regulations for Port-owned property that adhere to the Ninth Circuit Court of Appeal's ruling in *Martin v. Boise* while at the same time ensuring that the general public and Port visitors are allowed to continue to enjoy the services and amenities of the Port.

**4.44.2 Camping – Defined.** "Camping" is defined for purposes of this ordinance as the erection of any tent or similar temporary structure for use as a means of shelter.

**4.44.3 Camping - Prohibited.** Camping is prohibited on all Port-owned properties except in areas designated as a campground.

**4.44.4 Camping – Exception.** Persons who are homeless shall not be issued a criminal citation for violating section 4.44.3, including a citation for criminal trespass, if: (1) said person is camping on Port-owned property between the hours of 10 p.m. and 6:00 a.m.; and (2) said person is sleeping or lying down for purposes of rest; and (3) there are no local overnight shelter beds available. In addition, said camping activities may not obstruct any pedestrian or vehicular pathway, including the boardwalk and entrances and exits to buildings, nor cause damage to any Port property. If said person does obstruct pedestrian or vehicular pathways, including the boardwalk or entrances or exits to buildings, or cause damage to any Port property, then he or she may be issued a

criminal citation for violating this section 4.44.4 and may be criminally trespassed from the property.

**4.44.5 Sleeping Prohibited.** Sleeping is prohibited on all Port-owned properties except in areas designated for such activity.

**4.44.6 Sleeping – Exception.** Persons who are homeless shall not be issued a criminal citation for violating section 4.44.5, including a citation for criminal trespass, if: (1) said person is sleeping on Port-owned property between the hours of 10:00 p.m. and 6:00 a.m.; and (2) said person is sleeping or lying down for purposes of rest; and (3) there are no local overnight shelter beds available. In addition, said person may not obstruct any pedestrian or vehicular pathway, including the boardwalk or entrances or exits to buildings, nor cause damage to any Port property. If said person does obstruct pedestrian or vehicular pathways, including the boardwalk or entrances or exits to buildings, or cause damage to any Port property, then he or she may be issued a criminal citation for violating this section 4.44.6 and may be criminally trespassed from the property.

**Section 3. Effective Date.** This ordinance will be effective 30 days following the date of its adoption.

INTRODUCED on the \_\_\_ day of November, 2018.

APPROVED and ADOPTED on the \_\_\_ day of \_\_\_\_\_, 2018 by the following vote: on a motion by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, and carried on a \_\_\_\_\_ - \_\_\_\_\_ vote.

\_\_\_\_\_  
Chair of the Board of Commissioners

\_\_\_\_\_  
Secretary of the Board of Commissioners

**777.190 Ordinances for policing or regulating of port property.** A port may by ordinance in accordance with ORS 198.510 to 198.600 make, modify or abolish regulations to provide for the policing, control, regulation and management of property owned, operated, maintained or controlled by the port. A port, for the purpose of enforcing such ordinances, may appoint peace officers who shall have the same authority, for the purpose of the enforcement of the ordinances, as other peace officers. [1955 c.699 §§2,3,4; 1959 c.255 §1; 1971 c.268 §21; 1971 c.728 §42]

## ORDINANCES AND REGULATIONS

**198.510 Definitions for ORS 198.510 to 198.600.** As used in ORS 198.510 to 198.600, unless the context requires otherwise:

(1) “County” means the county in which the district, or the greater portion of the assessed value of the district, is located.

(2) “County board” means the board of county commissioners or the county court of the county.

(3) “County clerk” means the county clerk of the county.

(4) “District” has the meaning given that term in ORS 198.010 (2), (4), (5), (11), (12), (14), (16), (17), (19), (20) to (23), (25), (26) and (27). In addition, “district” means any one of the following:

(a) A county service district organized under ORS chapter 451.

(b) The Port of Portland established by ORS 778.010.

(5) “District board” means the governing body of a district and the term includes a county board that is in the governing body of a district.

(6) “Presiding officer” means the chairperson, president or other person performing the office of presiding officer of the district board.

(7) “Principal Act” means the law, other than ORS 198.510 to 198.600, applicable to a district. [1971 c.268 §2; 2007 c.179 §5; 2007 c.562 §22b; 2009 c.584 §22; 2015 c.544 §17; 2015 c.560 §12]

**198.520** [1971 c.268 §1; 1975 c.782 §48b; 1977 c.756 §3; 1981 c.226 §20; repealed by 2007 c.179 §9]

### **198.530 Procedure for adopting, amending or repealing ordinances or regulations.**

When a district board is authorized by the principal Act of a district to enact, amend or repeal regulations, it shall do so in accordance with ORS 198.510 to 198.600. In all counties which do not provide by ordinance or charter for the manner of enacting, amending or repealing ordinances and regulations, this section applies when a county board pursuant to statute is acting as the governing body of a district. [1971 c.268 §3]

**198.540 Notice prior to adoption of ordinance affecting regulation.** (1) Except in an emergency, an ordinance adopting, amending or repealing a regulation shall not be considered or voted upon by a district board unless the ordinance is included in the published agenda of the meeting. The agenda of a meeting shall state the time, date and place of the meeting, give a brief description of the ordinances to be considered at the meeting and state that copies of the ordinances are available at the office of the district board.

(2) The presiding officer shall cause the agenda to be published not more than 10 days nor less than four days before the meeting, in one or more newspapers of general circulation within the district or, if there is no such newspaper, in a newspaper of general circulation in each county in which the district is located. The presiding officer may also cause the agenda:

(a) To be posted in three public places within the district at least 10 days before the meeting; or

(b) To be published by radio and television stations broadcasting in the district as provided by ORS 193.310 and 193.320. [1971 c.268 §4]

**198.550 Publication of ordinance; emergency ordinance procedure.** (1) Except as provided by subsection (3) of this section, before an ordinance is adopted it shall be read during regular meetings of the district board on two different days at least six days apart. The reading of an ordinance shall be full and distinct unless at the meeting:

(a) A copy of the ordinance is available for each person who desires a copy; and

(b) The board directs that the reading be by title only.

(2) Except as provided by subsection (3) of this section, the affirmative vote of a majority of the members of the district board is required to adopt an ordinance.

(3) An ordinance to meet an emergency may be introduced, read once and put on its final passage at a regular or special board meeting, without being described in a published agenda, if the reasons requiring immediate action are described in the ordinance. The unanimous approval of all members of the board at the meeting, a quorum being present, is required to adopt an emergency ordinance. [1971 c.268 §5]

**198.560 Filing of ordinance; notice of adoption of emergency ordinance.** (1) Within seven days after adoption of an ordinance, the enrolled ordinance shall be:

(a) Signed by the presiding officer;

(b) Attested by the person who served as recording secretary of the district board at the session at which the board adopted the ordinance; and

(c) Filed in the records of the district.

(2) A certified copy of each ordinance shall be filed with the county clerk, available for public inspection.

(3) Within 15 days after adoption of an emergency ordinance, notice of the adoption of the ordinance shall be published as provided by ORS 198.540 (2) for notice of proposed ordinances. The notice shall:

(a) Briefly describe the ordinance;

(b) State the date when the ordinance was adopted and the effective date of the ordinance; and

(c) State that a copy is on file at the district office and at the office of the county clerk of the county, available for public inspection. [1971 c.268 §6]

**198.570 When ordinances take effect.** (1) Except as provided by subsection (2) of this section, an ordinance shall take effect on the 30th day after it is adopted, unless a later date is prescribed by the ordinance. If an ordinance is referred to the electors of the district, it shall not take effect until approved by a majority of those voting on the ordinance.

(2) An emergency ordinance may take effect upon adoption. [1971 c.268 §7; 1983 c.350 §3]

**198.580** [1971 c.268 §8; repealed by 1979 c.190 §431]

**198.590 Petition to adopt, amend or repeal ordinance.** Any interested person who is a landowner within the district or an elector registered in the district may petition the district board to adopt, amend or repeal an ordinance. Any such person may appear at any regular meeting of the board and shall be given a reasonable opportunity to be heard. [1971 c.268 §9; 1983 c.83 §6]

**198.600 Penalty for violation of regulations; jurisdiction; enforcement.** (1) If a penalty for a violation is not otherwise provided, violation of any regulation adopted by a district board under ORS 198.510 to 198.600 is a Class C misdemeanor.

(2) Actions to impose punishment shall be brought in the name of the district or county, as the case may be, in any court having jurisdiction of misdemeanors under state laws. The action shall be brought in the county in which the district, or the greater portion of the area of the district, is located.

(3) Any peace officer may enforce an ordinance adopted under ORS 198.510 to 198.600. ORS 221.333 is applicable to the enforcement of such ordinances. [1971 c.268 §10; 2011 c.597 §170]

# NEW BUSINESS AGENDA ITEM B

---

**DATE:** *November 20, 2018*  
**RE:** *Southern Oregon Kite Festival Proposal*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:**

---

## OVERVIEW

- Southern Oregon Kite Festival is requesting for some maintenance to be done to the Kite Field.

## DOCUMENTS

- Southern Oregon Kite Festival Proposal, 2 pages.

## COMMISSIONERS ACTION

- For the board to discuss, approve or deny proposal.



Southern Oregon Kite Festival  
Attn: John Curtis  
P.O. Box 7314  
Brookings, OR 97415

November 2018 –November 2019

To: Port of Brookings Harbor  
16330 Lower Harbor Rd  
P.O. Box 848  
Brookings, OR 97415

Proposal

Maintenance on the Kite Field

Fill and level areas of kite field with top soil-\$1000.00

Aerate field- \$300.00

Fertilize field- \$500.00

Grass seed- \$500.00

Hoses & sprinklers- \$100.00

Clean parking area- \$0

Paint parking lines and curbs- \$300.00

Vendor area to be left alone except for mowing.



Total Materials-\$2600.00

Port Portion\_\_\_\_\_ SOKF Portion\_\_\_\_\_

**All volunteer labor by SOKF**

**Port will provide:**

Tractor with blade, bucket and fuel. Port\_\_\_\_\_

Drag Screen. Port\_\_\_\_\_

Lawnmower and fuel. Port\_\_\_\_\_

  
John Curtis  
SOKF Co-Chairperson  
541-661-4183

# NEW BUSINESS AGENDA ITEM C

---

**DATE:** *November 20, 2018*  
**RE:** *Stagelights Proposal*  
**TO:** *Port of Brookings Harbor, Board of Commissioners*  
**ISSUED BY:**

---

## OVERVIEW

- Stagelights is requesting Suite 103 (former port office) to hold small concerts, workshops, and a retail store.

## DOCUMENTS

- Stagelights proposal, 3 pages.

## COMMISSIONERS ACTION

- For the board to discuss, approve or deny proposal.



October 30, 2018

From: Kim Devine

To: Kathy Lindley et al

Re: Rental space Port Of Brookings

Dear Ms Lindley and Board,

As founder and chair of Stagelights Musical Arts Community, I have taken it upon myself to try to find us a home. We have been bouncing all over town the past few years, trying to find places to hold our events, fundraisers, and concerts. 2018 has been a tough year for us as our annual Wild Rivers Music Festival-our biggest fundraising event-was smoked out due to the Chetco Bar Fire. What normally would have been 500-600 in attendance was dismally downsized to about 100, leaving us with a loss for the festival. This year we opted not to hold the festival in order to try to focus on other fundraisers and work with the school music programs. With the Superintendent of the school district on our board, we are met with enthusiasm and are now able to hold some of our larger events at the schools.

I see your space next to the Bell and Whistle as being a perfect spot to hold small concerts, workshops, and have a retail space for music supplies, repairs, and equipment. If we (myself and Stagelights) can share the space we will be able to conduct business and fulfill our mission. The business economy in Brookings being what it is, it is increasingly difficult to obtain larger sponsors as they are already spread too thin. If I can find a space with a very reasonable cost I am willing to manage it and sell Stagelights equipment as well as my own, to the benefit of the community at large, especially the schools, the existing Boardwalk businesses, and it will keep Stagelights visible to the community. This, in turn, will benefit the Port and bring people to the Boardwalk businesses during times other than the busy summer season.

My questions are:

*Would you be willing and able to give a reduced rental rate for use of the space as a partial sponsorship to Stagelights? As a sponsor you would be mentioned in all our promotions and websites, get free concert tickets, etc.*

*If it is not possible to do a long-term rental under the above terms, could we somehow negotiate a short-term rental for November and December for holiday sales?*

For more information about Stagelights visit [new.stagelights.us](http://new.stagelights.us). We are in the process of changing our website so the old is still available for viewing at [stagelights.us](http://stagelights.us). Thank you for considering working with us on this important idea. Any suggestions would be welcome!

Sincerely,

A handwritten signature in black ink that reads "Kim Devine".

Kim Devine

541-251-3952

**Message from the Board:**

Stagelights has many exciting events planned for 2018, including concerts, music workshops at the schools, and fundraising activities. We are always looking for volunteers to help events run smoothly. You can enjoy listening to great music and get to know many of the talented artists in our community.

We will be working on plans for the 2019 Wild Rivers Music Festival and seeking sponsors, vendors, and more class acts to entertain the community. If you are interested in participating please contact us and we will get you all the particulars. Sponsors are a critical part of our fund-raising efforts. Each sponsorship level comes with rewards of advertisement, free tickets, and festival t-shirts and merchandise. The more you contribute, the greater the rewards!

Music is important to all of us! It brings joy into our lives and helps our children excel in all areas of their education. Please help us share the love of music by offering your time, services, or financial donation.

291



# Stagelights Musical Arts Community

## Current Board Members (2018)

Chair – Kimberly Devine

Co-Chair – Susan Mitchell

Secretary – Jim Newman

Treasurer – Michele Jodoin

Volunteer Coordinator & Web Site

Management – Kathy Kelly

Schools Liaison – Sean Gallagher

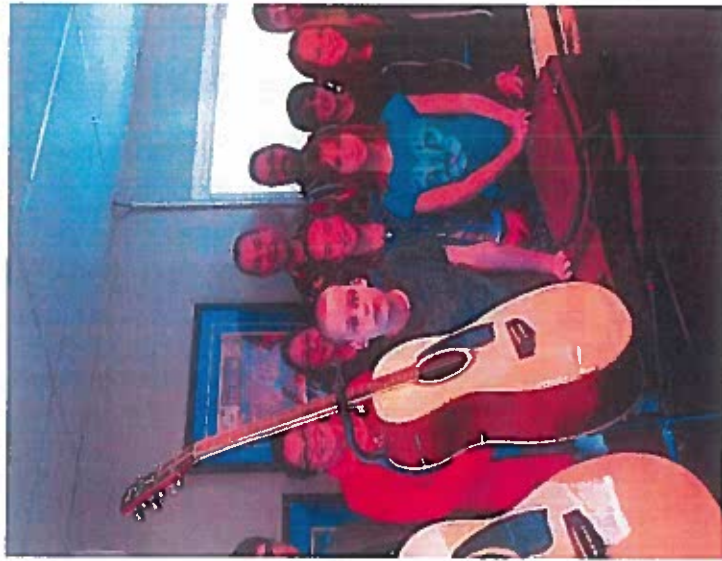
Equipment Manager – Don Gilbert

## Stagelights Musical Arts Community

P. O. Box 6993

Brookings, OR 97415

Message phone: 541-251-3952



Our donation of 8 guitars and Ukulele's, along with cases and stands, to Azalea Middle School May 2017.

Stagelights.us

## Who are we?

Stagelights Musical Arts Community was founded in 2009 by Kim Banfield (now Devine), Perry Devine, and James Anderson, who shared a dream of making music education and enrichment to all, young and old and in-between. Since that time, Stagelights has been offering opportunities for Music Education, classical music events, donations of instruments to our public school music programs and community outreach projects that included local and paid professional musicians conducting classroom activities and performing at schoolwide assemblies.

Our dream is to eventually have a home of our own. A place to hold our events and workshops, to meet with fellow music-lovers and offer space for kids and adults to gather and practice their music. Over the next year our hard-working board members and volunteers will be organizing fundraisers to help us meet that goal. We hope you will help promote music in our community by telling your friends about Stagelights!

## Wild Rivers Music Festival

An annual fundraising event enjoyed by all ages, the Wild Rivers Music Festival offers top-notch entertainment provided by touring musicians and our own local talent. We chose to skip the 2018 festival due to the low attendance during the 2017 summer Chetco Bar Fire, a tragic event that affected residents and businesses and kept Brookings in a shroud of smoke much of the summer. We hope to revisit it next year with renewed energy and creativity. All proceeds go to full-filling our mission! For more information visit the festival website, [wildriversmusicfestival.com](http://wildriversmusicfestival.com).



## 2017 Music Festival Sponsors:

McLennan Contractors

Doctor D Autocare

Blue Pacific

The Market Place

Vista Pub

Rogue Credit Union

Lucky 7 Casino

Grocery Outlet

The Roofers LLC

Bach & Brown Web Solutions

Otterbees Market

Wild River Pizza

Little Bay Motors

Curry Coastal Pilot

Pacific Coast Alternatives

Les Schwab

David Allen State Farm

Coos Curry Electric Coop

Cal-Ore Life Flight

The Insider

It's a Barking Lot

Brookings Liquor Store

KURY Radio, KCRE Radio, KCIW Radio, Bi-Coastal Media