

# Port of Brookings Harbor

## WEEKLY OPERATION REPORT

DATE: Sunday 09/24/17 to Saturday 09/30/17

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### Port Office

1. Port employs eight (8) full-time hourly employees and one (1) salary employee.
  2. Currently, the Port is operating RV Park, Boat Yard, Fuel Dock, Marina, Gear Storage and Retail Center seven days a week. RV Park and Port offices closed on weekends.
  3. Approximate end of the week QuickBooks balances for the Port:
    - \$ 49,457 General Fund
    - \$ 41,857 Fuel Dock Account
    - \$ 1,815 Cash on Hand/Petty Cash (RV Park, fuel dock and office)
    - \$ 93,129 GENERAL FUND, as of 9/30/17. **30-Day reserve amount needed \$179,505 (without depreciation)**
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- \$ 59,466 **Capital Projects Fund** (To keep pace with Deprecation need \$7,533 weekly)  
FEMA Basin 1 Piling Project – Estimated Port share \$250,000 (Postponed to FY 18-19)  
OSMB Grant – Boarding Dock Replacement – Port share \$60,000 (25k cash)
  - \$ 12,920 **Debt Service Fund** \$62,500 Quarterly (IFA Business Oregon)  
Week 0, next payment due Dec 31  
(\$4,807.69 average each week to reach payment, currently \$0 short)
  - \$ 3,506 **Debt Service Fund** \$4,659 Monthly (Travel Lift Lease)  
Week 1, payment due 22<sup>nd</sup> each month  
(\$1,164.75 average each week to reach payment, currently \$0 short)
  - \$130,648 **Revenue Bond Fund** \$143,132 Yearly (\$13,012 must remain in fund)  
USDA Loan - \$130,120, payment due Nov 5<sup>th</sup> – Week 47  
(\$2,502.30 average each week to reach payment, currently \$0 short)
  - \$ 11,000 **Reserve Fund** (Approx. Total Deprecation to date \$5,296,203. Yearly amount \$391,741)
  - \$217,540 **RESTRICTED FUNDS**, as of 9/30/17. **30-Day reserve amount needed to transfer from General Fund for Debt Funds \$38,820**
- 

- \$310,669 Total, as of 9/30/17. **30-Day reserve amount \$86,376 short (add \$30,132 for depreciation)**
- 

- \$ 45,285 **ACCOUNTS RECEIVABLE**, as of 9/30/17  
1-30 days 31,310 / 31-60 days 4,113 / 61-90 days 3,594 / 90+ 6,267
  - \$ 25,821 **ACCOUNTS PAYABLE**, as of 9/30/17  
1-30 days 25,821 / 31-60 days 0 / 61-90 days 0 / 90+ 0
- 

- \$375,000 6 - Missed Quarterly IFA Payments, due to March 2011 Tsunami damage
  - \$ 44,419 Extra payments paid to date
  - \$330,581 Remaining amount (Approximately)
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4. Capital Projects Fund: Upcoming projects that are Priority 1:
  - Repair damaged electrical infrastructure Sites 29 to 57 at RV Park – Estimate cost TBD.
  - Repair and upgrade Slugs N Stones sewer tank – Cost 15k.
  - Trench drain installation for boat launch ramp – Estimate cost 7k. Purchase of materials can be reimbursed by OSMB once the drain is completely installed.
5. General Fund: Upcoming expenditures:
  - Purchase telehandler if approved by IFA.
6. Meetings:
  - Office staff meeting.
  - Special Commissioner Meeting Sept 27.
  - Special Commissioner Meeting Sept 29.
  - IFA Meeting in Salem Sept 28.
  - Mike Manning with BC Fisheries regarding signatures for the lease amendment agreement.
  - Deborah Chalmers regarding front retail space.
7. Commissioner Angi & Roger and I carpooled to Salem to meet with IFA Business Oregon to provide an update on Port finances. Met with Mark Freeman and Dennis Knight with IFA. Reviewed port finances from two years ago to current, port infrastructure issues, plan to repay the missed quarterly payments from 2011 tsunami and purchase of new reach forklift. IFA suggested the Port take a hard look at the cost of doing business and adjusting the rates to cover the costs.
8. Received bathymetric survey data from EMC on both basins.

### RV Park

1. Landscaping done by port staff.
2. Cleared clogged dispensers in showers # 4 and # 6. Shower # 4 had a key ring, lithium battery and broken section of a key jammed in the dispenser. # 6 had quarters jammed in the dispenser.
3. Moved bench and large rocks off tent site grass. Replaced large boulders at two other sites that were moved by guests. Cleaned up trash at couple other sites.
4. Repaired women's center stall pipe spraying water issue at Main restroom.
5. Prep RV Park Office interior walls for repainting.

### Docks – Basin 1 & 2 and Transient

1. Boat inventory completed for both basins.
2. Checked out pedestal light to see why the light does not work at Basin 2 J-5. Found the wiring to the light receptacle was not hooked up. It appears the wiring was never hooked up since it was delivered. Checked out another pedestal nearby and it had the same issue. We will look into this issue.
3. Removed damaged section of main dock at storm drain outlet in Basin 1. Water was shutoff to Docks F thru H for one day to install a flex line between the gap.
4. Backflow preventer and piping for Basin 2 Sport Docks sprung a leak and was shutoff for two days until repairs were completed. Rebuilt backflow preventer with proper materials.
5. OSMB onsite and inspected the Sani-Sailors with port staff.
6. Cleaning and clearing Basin 2 parking lots drains of debris.
7. Moved stage, benches (wood and plastic) and trash cans to Kite Field for the Raining Cats and Dogs event this weekend.
8. Unclogged main sewer line that was backing up onto men's restroom floor at Basin 2 Commercial.
9. Removed eye bolts from Basin 2 G-13 docks.
10. Removed eye bolts and installed cleat at Basin 2 G-17.

### Boat Yard

1. Continue working on exit dock from travel lift ramp.
2. Off loaded vessel Kinley Marie from trailer and blocked in Stall # 6.

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3. Moved vessel Radiant to a power Stall #10 and blocked the vessel higher for work to be accomplished.
4. Placed vessel Kinley Marie into the water.
5. Removed trees and logs tied up to work dock and placed into yard for disposal.
6. Port of Coos Bay dropped off box trailer to load the dredge material they are purchasing from the port. Material was loaded and ready for shipping.

### Maintenance Yard / Shop

1. Continue cleanup of maintenance shop and yard.
2. Fabricating trench drain sections inside the warehouse.
3. Pape Machinery onsite to service Eq# 3701 Forklift and Eq# 3705 Port Boat.
4. Worked on rebuilding doorway into warehouse.

### Boat Launch Parking Lot

1. Fish Station cleaned by Port staff as needed.

### Commercial Fishing Docks / Gear Storage

1. None

### Retail / Boardwalk

1. Trash removal by Port staff as needed throughout the Port.
2. Restroom cleaning and restocking by Port staff every day.
3. Landscape boat wash area and portion of Green Building.
4. Saturday Market was held on the boardwalk hosted by Chetco Brewing.

### Fuel Dock

1. 662 gallons of diesel and 22 gallons of gas was pumped this week. 8 vessels.
2. Approximate inventory in the aboveground tanks for diesel 4,811 and non-ethanol 1,165.

### Security

1. South Coast Knight Security patrolling the Port properties.

### FEMA / OEM / PW's

1. None

### Miscellaneous & Attachments

1. Balance Sheet as of 09-30-17.
2. Balance Sheet as of 09-30-16.
3. Balance Sheet as of 09-30-15.
4. Two-week work schedule of actuals and planned activities.
5. Restroom daily checklist performed by port staff week ending 09-24-17.
6. South Coast Knight Security Reports.
7. Bathymetric Survey Drawings.
8. Port photos of the week.

Port of Brookings Harbor  
Balance Sheet  
As of September 30, 2017

	<u>Sep 30, 17</u>
<b>Checking/Savings</b>	
<b>1001 · CASH &amp; CASH EQUIVALENTS</b>	
1002 · General Funds Ckg 3634	49,456.93
1003 · FUEL DOCK	41,857.34
<b>Total 1001 · CASH &amp; CASH EQUIVALENTS</b>	<u>91,314.27</u>
<b>1004 · RESTRICTED - CASH/EQUIVALENTS</b>	
1005 · Capital Projects Fund 8018	59,465.83
1006 · RESERVE FUND	11,000.00
1007 · USDA BOND MM 9529	130,648.20
1008 · Debt Service Fund MM 8627	
IFA LOAN SAVINGS	12,920.01
TRAVEL LIFT	3,506.00
<b>Total 1008 · Debt Service Fund MM 8627</b>	<u>16,426.01</u>
<b>Total 1004 · RESTRICTED - CASH/EQUIVALENTS</b>	<u>217,540.04</u>
<b>1012 · Cash on Hand/Petty Cash</b>	
1014 · Office/Bookkeeper Drawer	94.85
1015 · Fuel Dock Cash Drawer	400.00
1018 · RV Park Cash Drawer	920.00
1022 · Office/Danielle	200.00
1023 · Office/Skylar	200.00
<b>Total 1012 · Cash on Hand/Petty Cash</b>	<u>1,814.85</u>
<b>Total Checking/Savings</b>	<u>310,669.16</u>
<b>Accounts Receivable</b>	
1200 · Accounts Receivable Account	45,285.00
<b>Total Accounts Receivable</b>	<u>45,285.00</u>
<b>Accounts Payable</b>	
2000 · General Fund Accts Payable	25,820.50
<b>Total Accounts Payable</b>	<u>25,820.50</u>

Port of Brookings Harbor  
Balance Sheet  
As of September 30, 2016

LAST YEAR ON THIS DATE

	<u>Sep 30, 16</u>
<b>Checking/Savings</b>	
<b>1001 · CASH &amp; CASH EQUIVALENTS</b>	
1002 · General Funds Ckg 3634	33,920.30
<b>Total 1001 · CASH &amp; CASH EQUIVALENTS</b>	<u>33,920.30</u>
<b>1004 · RESTRICTED - CASH/EQUIVALENTS</b>	
1007 · USDA BOND MM 9529	80,100.66
1008 · Debt Service Fund MM 8627	4,370.52
<b>Total 1004 · RESTRICTED - CASH/EQUIVALENTS</b>	<u>84,471.18</u>
<b>1012 · Cash on Hand/Petty Cash</b>	
1014 · Office/Bookkeeper Drawer	403.06
1015 · Fuel Dock Cash Drawer	600.00
1018 · RV Park Cash Drawer	1,000.00
1019 · Weekend Cash Bag	100.00
1021 · Ice House Cash Drawer	400.00
<b>Total 1012 · Cash on Hand/Petty Cash</b>	<u>2,503.06</u>
<b>Total Checking/Savings</b>	<u>120,894.54</u>
<b>Accounts Receivable</b>	
1200 · Accounts Receivable Account	146,540.41
<b>Total Accounts Receivable</b>	<u>146,540.41</u>
<b>Accounts Payable</b>	
2000 · General Fund Accts Payable	333,381.20
<b>Total Accounts Payable</b>	<u>333,381.20</u>

Port of Brookings Harbor  
Balance Sheet  
As of September 30, 2015

**TWO YEARS AGO ON THIS DATE**

	<u>Sep 30, 15</u>
<b>Checking/Savings</b>	
<b>1001 - CASH &amp; CASH EQUIVALENTS</b>	
Rogue Ct Union #44584	52.65
<b>1002 - General Funds Ckg 3634</b>	<u>31,594.96</u>
<b>Total 1001 - CASH &amp; CASH EQUIVALENTS</b>	31,647.61
<b>1004 - RESTRICTED - CASH/EQUIVALENTS</b>	
1007 - USDA BOND MM 9529	133,951.98
1008 - Debt Service Fund MM 8627	<u>1,918.64</u>
<b>Total 1004 - RESTRICTED - CASH/EQUIVALENTS</b>	135,870.62
<b>1012 - Cash on Hand/Petty Cash</b>	
1014 - Office/Bookkeeper Drawer	-1,318.31
1018 - RV Park Cash Drawer	<u>500.00</u>
<b>Total 1012 - Cash on Hand/Petty Cash</b>	<u>-818.31</u>
<b>Total Checking/Savings</b>	166,699.92
<b>Accounts Receivable</b>	
<b>1200 - Accounts Receivable Account</b>	<u>195,804.39</u>
<b>Total Accounts Receivable</b>	195,804.39
<b>Accounts Payable</b>	
<b>2000 - General Fund Accts Payable</b>	<u>365,598.62</u>
<b>Total Accounts Payable</b>	365,598.62



#	Priority	Description	Location	A = Actual							2 Week Look-Ahead												
				18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7
47	3	Repaint Pavement Arrows and Lines	RV Park																				
48	3	Repair Benches (Splinters) Throughout Park	RV Park																				



# PORT OF BROOKINGS HARBOR

## RESTROOM DAILY CHECKLIST

Ensure that the restroom is clean and sanitary

Acceptable							Needs Attention							Location: <b>Boat Launch</b>			
M	T	W	T	F	S	S	M	T	W	T	F	S	S	Day of the week			
X	X	X	X	X	X	X								Toilet and toilet seats cleaned, disinfected, wiped dry			
														Urinal handles cleaned, disinfected, wiped dry			
														Urinal screens cleaned and blocks replaced			
														Sinks and fixtures cleaned, disinfected, wiped dry			
														Mirrors cleaned			
														Door handles, wall switches and other high contact areas cleaned, disinfected, wiped dry			
														Toilet paper and seat covers restocked			
														Soap and paper dispensers disinfected and restocked			
														Trash cans emptied, new liners put in place			
														Floors free of paper and trash			
														Feminine hygiene dispensers cleaned, disinfected and restocked, new liners put in place			
														Countertops, ledges, etc. cleaned, disinfected, wiped dry			
														Floor drains and drain covers are open and free of debris			
														Lights are functioning			
														Ceiling, walls, vents cleaned, disinfected, wiped dry			
														Floor has been mopped clean with proper cleaning or disinfecting solution			
	X	X	X	X	X	X								Restroom looks and smells clean			
SA	SA	SA	SA	SA	SA	SA											
Cleaned By:														Inspected By:		Date:	
Week Ending: 9-24-17																	

# PORT OF BROOKINGS HARBOR

## RESTROOM DAILY CHECKLIST

Ensure that the restroom is clean and sanitary

Acceptable							Needs Attention							Location: <b>Retail Center</b>
M	T	W	T	F	S	S	M	T	W	T	F	S	S	Day of the week
X	X	X	X	X	X	X								Toilet and toilet seats cleaned, disinfected, wiped dry
														Urinal handles cleaned, disinfected, wiped dry
														Urinal screens cleaned and blocks replaced
														Sinks and fixtures cleaned, disinfected, wiped dry
														Mirrors cleaned
														Door handles, wall switches and other high contact areas cleaned, disinfected, wiped dry
														Toilet paper and seat covers restocked
														Soap and paper dispensers disinfected and restocked
														Trash cans emptied, new liners put in place
														Floors free of paper and trash
														Feminine hygiene dispensers cleaned, disinfected and restocked, new liners put in place
														Countertops, ledges, etc. cleaned, disinfected, wiped dry
														Floor drains and drain covers are open and free of debris
														Lights are functioning
														Ceiling, walls, vents cleaned, disinfected, wiped dry
				X										Floor has been mopped clean with proper cleaning or disinfecting solution
	X	X	X	X	X									Restroom looks and smells clean
SA	SA	SA	SA	SA	SA	SA								

Cleaned By:

Inspected By:

Date:

Week Ending:

9-24-17

# PORT OF BROOKINGS HARBOR

## RESTROOM DAILY CHECKLIST

Ensure that the restroom is clean and sanitary

Acceptable								Needs Attention								Location: <b>Basin 2 - Eastside</b>	
M	T	W	T	F	S	S	M	T	W	T	F	S	S	Day of the week			
X	X	X	X	X	X	X								Toilet and toilet seats cleaned, disinfected, wiped dry			
														Urinal handles cleaned, disinfected, wiped dry			
														Urinal screens cleaned and blocks replaced			
														Sinks and fixtures cleaned, disinfected, wiped dry			
														Mirrors cleaned			
														Door handles, wall switches and other high contact areas cleaned, disinfected, wiped dry			
														Toilet paper and seat covers restocked			
														Soap and paper dispensers disinfected and restocked			
														Trash cans emptied, new liners put in place			
														Floors free of paper and trash			
														Feminine hygiene dispensers cleaned, disinfected and restocked, new liners put in place			
														Countertops, ledges, etc. cleaned, disinfected, wiped dry			
														Floor drains and drain covers are open and free of debris			
														Lights are functioning			
														Ceiling, walls, vents cleaned, disinfected, wiped dry			
														Floor has been mopped clean with proper cleaning or disinfecting solution			
														Restroom looks and smells clean			
														Shower stalls cleaned, disinfected, wiped dry			
	X	X	X	X	X	X								Shower heads cleaned, disinfected and in place			
SA-SA SU SA SA SK																	
Cleaned By:														Inspected By:		Date:	
Week Ending: 9-24-17																	

# PORT OF BROOKINGS HARBOR

## RESTROOM DAILY CHECKLIST

Ensure that the restroom is clean and sanitary

Acceptable							Needs Attention							Location: <b>Basin 2 - Westside</b>			
M	T	W	T	F	S	S	M	T	W	T	F	S	S	Day of the week			
X	X	X	X	X	X	X								Toilet and toilet seats cleaned, disinfected, wiped dry			
														Urinal handles cleaned, disinfected, wiped dry			
														Urinal screens cleaned and blocks replaced			
														Sinks and fixtures cleaned, disinfected, wiped dry			
														Mirrors cleaned			
														Door handles, wall switches and other high contact areas cleaned, disinfected, wiped dry			
														Toilet paper and seat covers restocked			
														Soap and paper dispensers disinfected and restocked			
														Trash cans emptied, new liners put in place			
														Floors free of paper and trash			
														Feminine hygiene dispensers cleaned, disinfected and restocked, new liners put in place			
														Countertops, ledges, etc. cleaned, disinfected, wiped dry			
														Floor drains and drain covers are open and free of debris			
														Lights are functioning			
														Ceiling, walls, vents cleaned, disinfected, wiped dry			
														Floor has been mopped clean with proper cleaning or disinfecting solution			
	X	X	X	X	X	X								Restroom looks and smells clean			
	SA	SA	SH	SH	SA	SA											
Cleansed By:														Inspected By:		Date:	
Week Ending: 9-24-17																	

# PORT OF BROOKINGS HARBOR

## RESTROOM DAILY CHECKLIST

Ensure that the restroom is clean and sanitary

Acceptable							Needs Attention							Location: <b>Main RV Park</b>	
M	T	W	T	F	S	S	M	T	W	T	F	S	S	Day of the week	
X	X	X	X	X	X	X								Toilet and toilet seats cleaned, disinfected, wiped dry	
														Urinal handles cleaned, disinfected, wiped dry	
														Urinal screens cleaned and blocks replaced	
														Sinks and fixtures cleaned, disinfected, wiped dry	
														Mirrors cleaned	
														Door handles, wall switches and other high contact areas cleaned, disinfected, wiped dry	
														Toilet paper and seat covers restocked	
														Soap and paper dispensers disinfected and restocked	
														Trash cans emptied, new liners put in place	
														Floors free of paper and trash	
														Feminine hygiene dispensers cleaned, disinfected and restocked, new liners put in place	
														Countertops, ledges, etc. cleaned, disinfected, wiped dry	
														Floor drains and drain covers are open and free of debris	
														Lights are functioning	
														Ceiling, walls, vents cleaned, disinfected, wiped dry	
														Floor has been mopped clean with proper cleaning or disinfecting solution	
														Restroom looks and smells clean	
														Shower stalls cleaned, disinfected, wiped dry	
														Shower heads cleaned, disinfected and in place	
SA SA SH SH SH SH SA														Cleansed By:	
														Inspected By:	
														Date:	
Week Ending: 9-24-17															

# PORT OF BROOKINGS HARBOR

## RESTROOM DAILY CHECKLIST

Ensure that the restroom is clean and sanitary

Acceptable								Needs Attention								Location: <b>Secondary RV Park</b>	
M	T	W	T	F	S	S	M	T	W	T	F	S	S	Day of the week			
X	X	X	X	X	X	X								Toilet and toilet seats cleaned, disinfected, wiped dry			
														Urinal handles cleaned, disinfected, wiped dry			
														Urinal screens cleaned and blocks replaced			
														Sinks and fixtures cleaned, disinfected, wiped dry			
														Mirrors cleaned			
														Door handles, wall switches and other high contact areas cleaned, disinfected, wiped dry			
														Toilet paper and seat covers restocked			
														Soap and paper dispensers disinfected and restocked			
														Trash cans emptied, new liners put in place			
														Floors free of paper and trash			
														Feminine hygiene dispensers cleaned, disinfected and restocked, new liners put in place			
														Countertops, ledges, etc. cleaned, disinfected, wiped dry			
														Floor drains and drain covers are open and free of debris			
														Lights are functioning			
														Ceiling, walls, vents cleaned, disinfected, wiped dry			
														Floor has been mopped clean with proper cleaning or disinfecting solution			
	X	X	X	X	X	X								Restroom looks and smells clean			
SA	SA	SH	SH	SH	SH	SA											
Cleansed By:														Inspected By:		Date:	
Week Ending: 9-24-17																	

# PORT OF BROOKINGS HARBOR

## RESTROOM DAILY CHECKLIST

Ensure that the restroom is clean and sanitary

Acceptable							Needs Attention							Location: <b>Fish Station</b>	
M	T	W	T	F	S	S	M	T	W	T	F	S	S	Day of the week	
X	X	X	X	X	X	X								Tables cleaned, disinfected, wiped dry	
														Table screens cleaned, disinfected, wiped dry	
														Walls cleaned, disinfected, wiped dry	
														Floor drains and drain covers are open and free of debris	
														Floors free of carcasses and trash	
														Door handles, wall switches and other high contact areas cleaned, disinfected, wiped dry	
														Fish and crab barrels emptied, cleaned, disinfected	
														Floors free of paper and trash	
														Floor has been mopped clean with proper cleaning or disinfecting solution	
														Lights are functioning	
														Outside drain pipe cleared and disinfected	
														Fish station looks and smells clean	
SA	SA	SA	SA	SA	SA	SA									
Cleansed By:							Inspected By:							Date:	
Week Ending: 9-24-17															

## Gary

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**From:** larance knauss <larance1@LIVE.COM>  
**Sent:** Monday, September 25, 2017 4:21 AM  
**To:** scks.patrol@gmail.com; gary@portofbrookingsharbor.com  
**Subject:** South Coast Knight Security DAR for September 24, 2017

SECURITY OFFICER KNAUSS SEPTEMBER 24, 2017

2041 BOAT RAMP-CLOSED BATHROOM 2045

2156 KITE FIELD  
CB  
BOAT RAMP 2210

2239 BOAT RAMP  
MAIN  
CB  
RV PARK  
KITE FIELD 2312

2350 MAIN  
CB  
RV PARK 0010

0147 CB  
MAIN  
BOAT RAMP 0159

0328 BOAT RAMP  
MAIN  
CB  
KITE FIELD  
PUBLIC FISHING 0350



**Gary**

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**From:** larance knauss <larance1@LIVE.COM>  
**Sent:** Tuesday, September 26, 2017 4:30 AM  
**To:** scks.patrol@gmail.com; gary@portofbrookingsharbor.com  
**Subject:** South Coast Knight Security DAR for September 25, 2017

SECURITY OFFICER KNAUSS SEPTEMBER 25, 2017

2110 BOAT RAMP-CLOSED BATHROOM

2203 KITE FIELD-CLOSED BATHROOM  
CB-CLOSED BATHROOM  
MAIN 2319

2249 CB  
RV PARK  
PUBLIC FISHING  
KITE FIELD 2318

0103 MAIN  
KITE FIELD  
PUBLIC FISHING  
RV PARK 0126

0210 MAIN  
BOAT RAMP  
CB 0224

0335 BOAT RAMP-OPENED BATHROOM  
MAIN  
CB-OPENED BATHROOM  
KITE FIELD-OPENED BATHROOM  
RV PARK 0405

**Gary**

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**From:** Thomas Sorr <scks.patrol@gmail.com>  
**Sent:** Wednesday, September 27, 2017 4:45 PM  
**To:** gary@portofbrookingsharbor.com  
**Subject:** SOUTH COAST KNIGHT SECURITY LOG FOR POBH SEPT 26, 2017

2202 BOAT RAMP- RESTROOM CLOSED, MIDD JETTY CLEAR, GOV STOR CLEAR

MAIN AREA- SPORT BASIN LOCKED

CB- RESTROOM CLOSED, BONE YARD GATE LOCKED

RV PARK- ORLP 377 GQZ WARNED FOR BEEN IN PORT AFTER 10PM

PUB FISH- CLEAR

KITE FIELD- RESTROOM LOCKED 2232

0002 BOAT RAMP- CLEAR

MAIN AREA- 2 WMA'S GOING THROUGH THE DUMPSTER FOR CANS INFORMED THEM THE PORT WAS CLOSED

CB- CLEAR

KITE FIELD- PV#001719 ON ORLP# H/D 16716 FOR NO PARKING PERMIT

PUB FISH- CLEAR

RV PARK-CLEAR 0035

0355 BOAT RAMP- RESTROOM OPEN

MAIN AREA- RESTROOM CLEAR

CB- RESTROOM OPEN

RV PARK- RESTROOM CLEAR

PUB FISH- CLEAR

**Gary**

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**From:** Thomas Sorr <scks.patrol@gmail.com>  
**Sent:** Thursday, September 28, 2017 8:50 PM  
**To:** gary@portofbrookingsharbor.com  
**Subject:** SOUTH COAST KNIGHT SECURITY LOG FOR POBH SEPT 27, 2017

2233 BOAT RAMP- RESTROOM CLOSED, MIDD JETTY CLEAR, GOV STOR CLEAR

MAIN AREA- SPORT BASIN LOCKED

CB- RESTROOM CLOSED

RV PARK-

PUB FISH- PV# 002039 ON ORLP# 672 KCP NO PARKING AFTER 10PM

KITE FIELD- RESTROOM LOCKED 2302

0125 BOAT RAMP- CLEAR

MAIN AREA- CLEAR

CB- CLEAR- CLEAR

KITE FIELD- CLEAR

PUB FISH- CLEAR

RV PARK-CLEAR 0142

0335 KITE FIELD- RESTROOM

PUB FISH- CLEAR

RV PARK- RESTROOM CLEAR

CB- RESTROOM OPEN

MAIN AREA- RESTROOM CLEAR

BOAT RAMP- RESTROOM OPEN 0401

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## Gary

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**From:** larance knauss <larance1@LIVE.COM>  
**Sent:** Saturday, September 30, 2017 4:39 AM  
**To:** scks.patrol@gmail.com; gary@portofbrookingsharbor.com  
**Subject:** South Coast Knight Security DAR for September 29, 2017

SECURITY OFFICER KNAUSS SEPTEMBER 29, 2017

2045 BOAT RAMP-CLOSED BATHROOM 2049

2227 CB-CLOSED BATHROOM  
KITE FIELD-CLOSED BATHROOM  
RV PARK  
MAIN  
BOAT RAMP 2245

2346 CB  
MAIN  
BOAT RAMP 2357

0053 RV PARK  
KITE FIELD  
PUBLIC FISHING  
CB 0110

0250 MAIN  
BOAT RAMP  
CB 0257

0401 BOAT RAMP-OPENED BATHROOM  
MAIN  
CB-OPENED BATHROOM  
KITE FIELD-OPENED BATHROOM  
PUBLIC FISHING 0419

Gary

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**From:** EMC <emc@emcengineersscientists.com>  
**Sent:** Wednesday, September 27, 2017 8:20 PM  
**To:** Gary  
**Subject:** invoice, status  
**Attachments:** 9-25-17 Invoice-Bathymetric.pdf; 9-27-17 Comparison Overall Sht 3.pdf; 9-27-17 Feb 2013 Overall Sht 1.pdf; 9-27-17 Sept 2017 Overall Sht 2.pdf; 17-42 Invoice - EMC 9-20-17 Brookings - Port[26807].pdf; 2016-3-30 PORT OF BROOKINGS ICEHOUSE SEDIMENT VOLUME.pdf

The attached information (three drawings) include total volumes difference due to shoaling since 2013 at specific areas as shown. Bathymetric study prior to dredging was submitted to FEMA funding due to the recent sink hole, and the basis utilized the 2011 OSMB survey, prior to the 2012 dredging project. It is reasonable to add this volume to the highest wave energy receiver (Ice House Inlet). The Federal Channel is neglected.

Total estimated shoaling volume into the Port Basins since 2013 is 24,000 cubic yards, or 6000 cubic yards per year. The area under consideration is that shown in the adequately contoured area in DWG #1 (approximately) 400,000 sq. ft.

This estimate is comparable to previous estimates, made in 2015 ( January) by EMC, indicating a shoaling rate of about 7200 cubic yards per year, which includes the area within the basin that is part of the federal channel.

By the above 6000 cubic yds (162,000 cf) results in about 0.4 ft./year shoaling rate (4.8") overall at the Port.

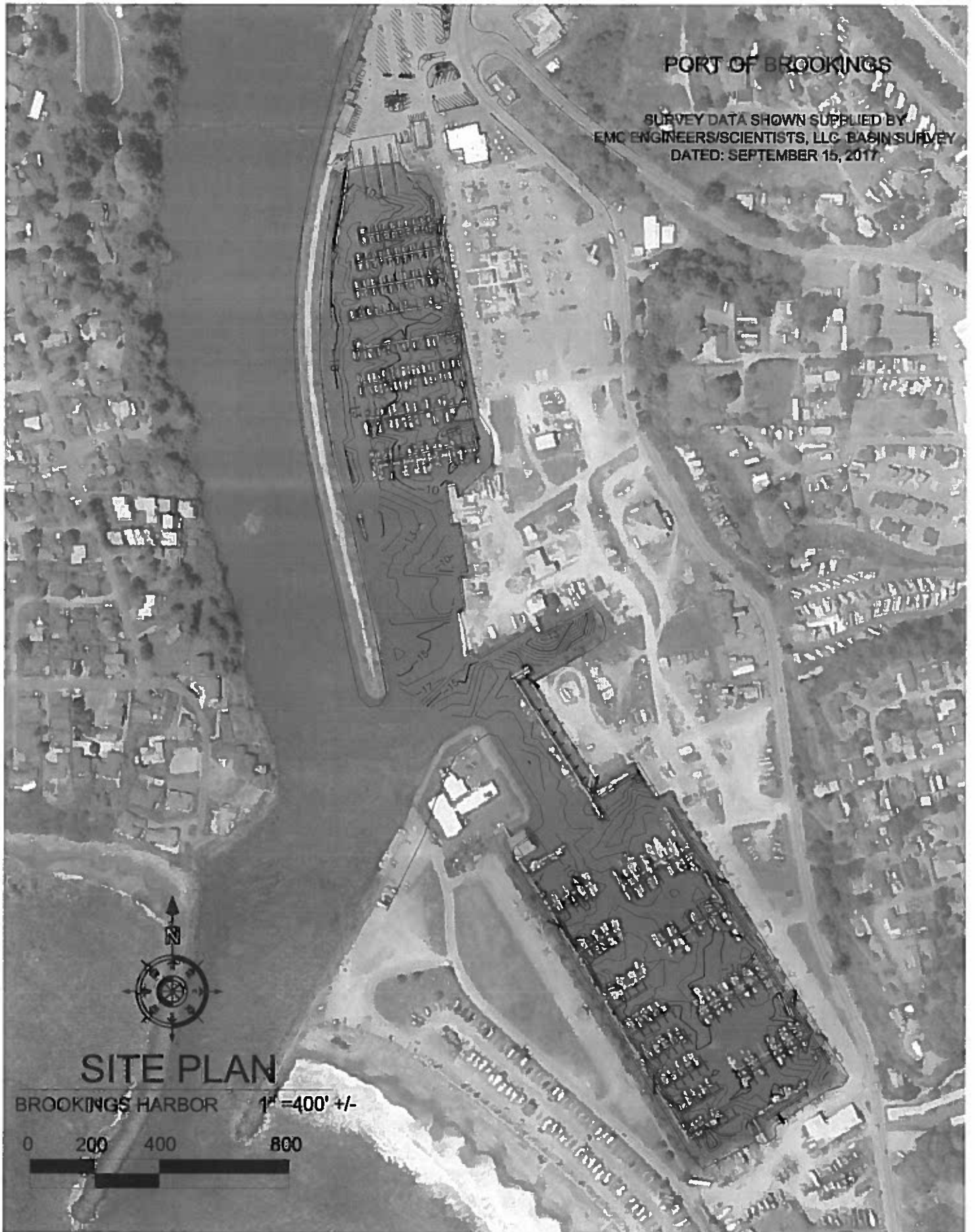
Jack (John) Akin, MS, PE, IC, HMS, AI  
EMC-Engineers/Scientists, LLC  
Office: (541) 474-9434 Cell: 541-261-9929  
Fax: (541) 727-5488



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PORT OF BROOKINGS

SURVEY DATA SHOWN SUPPLIED BY  
EMC ENGINEERS/SCIENTISTS, LLC BASIN SURVEY  
DATED: SEPTEMBER 15, 2017



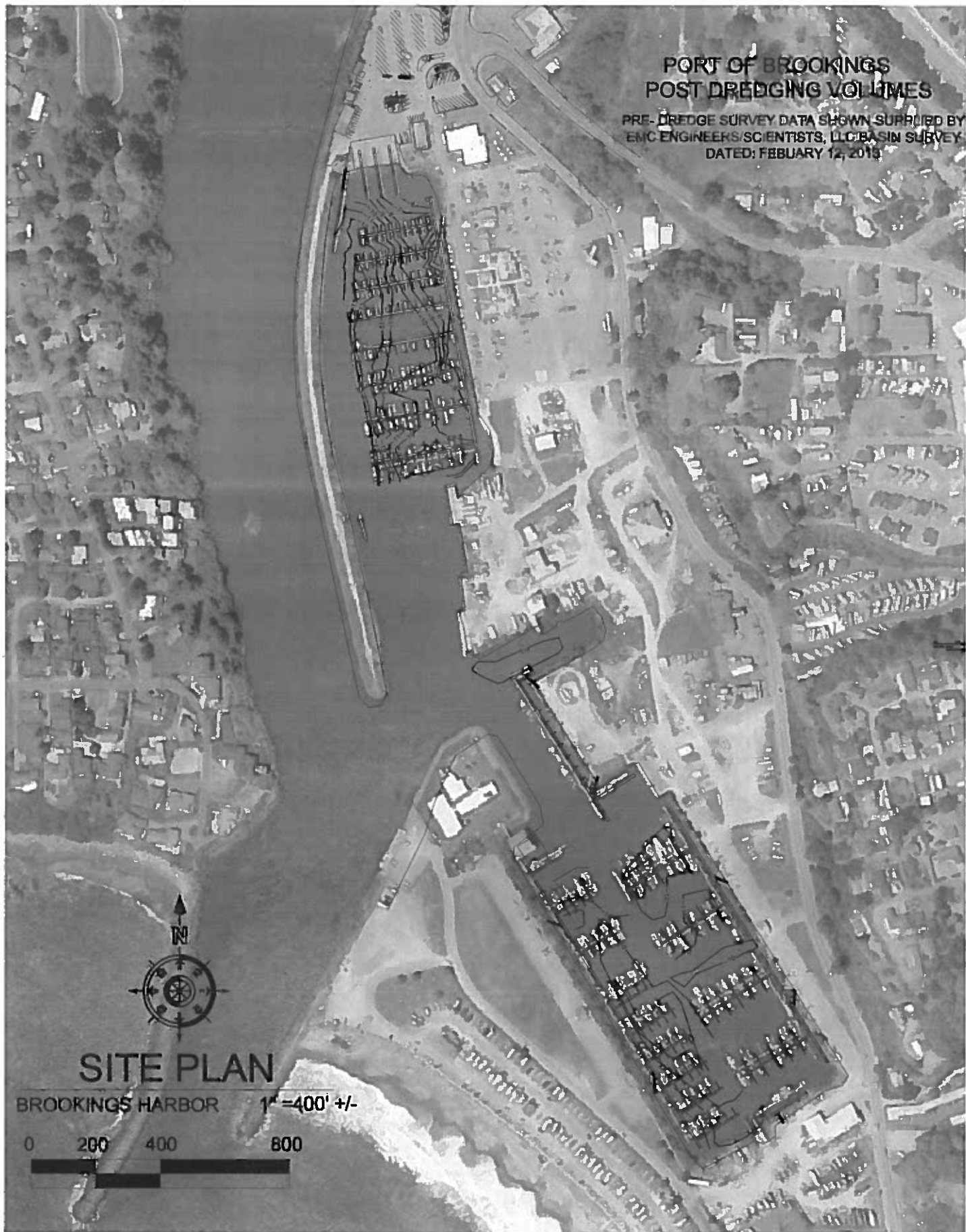
SITE PLAN

BROOKINGS HARBOR 1" = 400' +/-



# PORT OF BROOKINGS POST DREDGING VOLUMES

PRE-DREDGE SURVEY DATA SHOWN SUPPLIED BY  
EMC ENGINEERS/SCIENTISTS, LLC BASIN SURVEY  
DATED: FEBRUARY 12, 2015



## SITE PLAN

BROOKINGS HARBOR 1" = 400' +/-

0 200 400 800

**PORT OF BROOKINGS**

SURVEY DATA SHOWN SUPPLIED BY  
EMC ENGINEERS/SCIENTISTS, LLC BASIN SURVEY  
DATED: SEPTEMBER 15, 2017

VOLUME COMPARISON FROM FEBRUARY, 2012  
SURVEY (SHEET 1) AND SEPTEMBER 15, 2017  
SURVEY (SHEET 2)

AREA 1 - BASIN 1

POST-DREDGE CONTOURS  
TYPICAL

AREA 2 - ICE HOUSE

AREA 3  
BASIN 2

**VOLUMES**

AREA 1 9,507 CU. YDS.

AREA 2 794 CU. YDS.

AREA 3 6,382 CU. YDS.

TOTAL 16,683 CU. YDS.



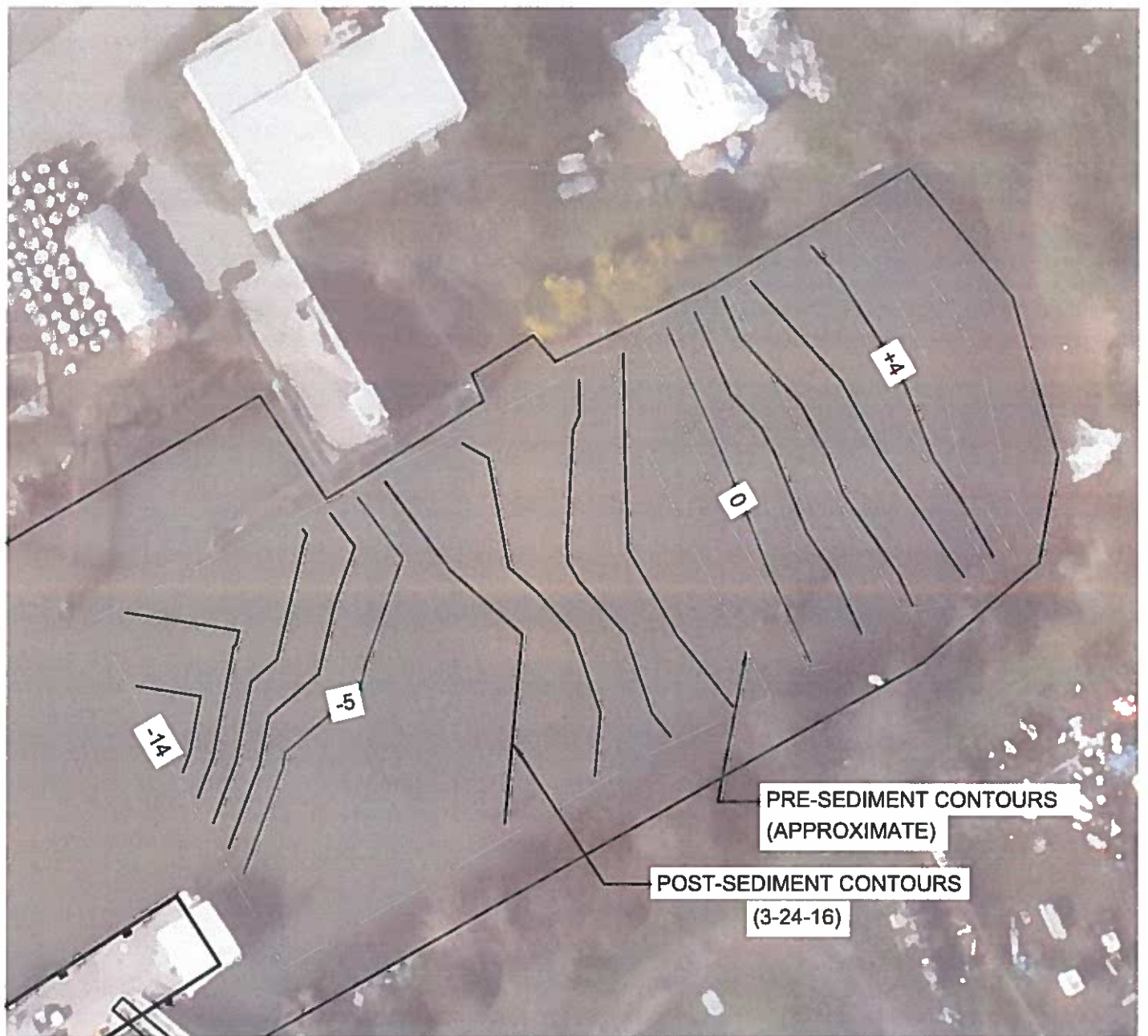
**KEY PLAN**

BROOKINGS HARBOR 1"=400' +/-

0 200 400 800





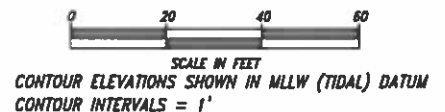


**PORT OF BROOKINGS  
ICEHOUSE AREA SEDIMENT DEPOSITS**

1" = 40' +/-

**SEDIMENT VOLUME = 8,026 CU. YDS.**

NOTE:  
SEDIMENT VOLUME MAY VARY DUE  
TO LIMITED POST-DREDGE  
AVAILABLE DATA.



Grants Pass • Jacksonville • Medford, OR  
 P.O. 110000 • 11007 W. Illinois Way • Suite 204, Grants Pass, OR, 97527  
 1400 S. Highway 400 • Seaside, OR, 97138  
 Ph: 541-474-9484, Ext. 1 • Fax 541-727-6408  
[www.emcengineers.com](http://www.emcengineers.com)  
 - Engineers/Scientists, LLC (a BioScape Technologies Affiliate)

PORT  
OF  
BROOKINGS  
HARBOR



3-30-16  
SHEET 1 OF 1







