

Port of Brookings Harbor

WEEKLY OPERATION REPORT

DATE: Saturday 12/23/17 to Friday 12/29/17

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:
 - \$244,165 General Fund
 - \$ 1,543 Cash on Hand/Petty Cash (RV Park, fuel dock and office)
 - **\$245,708 GENERAL FUND, as of 12/29/17. 30-Day reserve amount needed \$181,789 (without depreciation)**

Combined Total	Transferred from General Fund	
\$ 27,706	\$ 0	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)
\$ 19,057	\$ 4,807	Debt Service Fund \$62,500 Quarterly (IFA Business Oregon) Week 12, next payment due Dec 31 (\$4,807.69 average each week to reach payment, currently \$0 short)
\$ 3,353	\$ 1,165	Debt Service Fund \$4,659 Monthly (Travel Lift Lease) Week 4, payment due 22 nd each month (\$1,164.75 average each week to reach payment, currently \$0 short)
\$ 33,097	\$ 2,503	Revenue Bond Fund \$143,132 Yearly (\$13,012 must remain in fund) USDA Loan - \$130,120, payment due Nov 5 th – Week 7 (\$2,502.30 average each week to reach payment, currently \$0 short)
\$ 11,000	\$ 0	Reserve Fund (Approx. Total Deprecation to date \$5,296,203. Yearly amount \$391,741)
\$ 94,213		RESTRICTED FUNDS, as of 12/29/17. 30-Day reserve amount needed to transfer monthly from General Fund to Debt Funds \$38,820

- \$339,921 Total, as of 12/29/17. 30-Day reserve amount \$63,919 above (\$30,132 for depreciation missing)

- \$ 31,282 **ACCOUNTS RECEIVABLE**, as of 12/29/17
1-30 days 4,800 / 31-60 days 12,324 / 61-90 days 5,883 / 90+ 8,275
- \$ 13,557 **ACCOUNTS PAYABLE**, as of 12/29/17
1-30 days 13,557 / 31-60 days 0 / 61-90 days 0 / 90+ 0

- \$375,000 6 - Missed Quarterly IFA Payments, from March 2011 Tsunami damage
- \$ 44,419 Extra payments paid to date
- \$330,581 Remaining amount (Approximately)

Port of Brookings Harbor

WEEKLY OPERATION REPORT

DATE: Saturday 12/23/17 to Friday 12/29/17

4. Capital Projects Fund: Upcoming projects that are Priority 1:
 - Repair damaged electrical infrastructure Sites 29 to 57 at RV Park – Estimate cost 6k.
 - Repair Zola's sewer tank and enclosure – Estimate cost 17k.
5. General Fund: Upcoming expenditures:
 - Purchase of new reach lift early 2018, 42k
6. Meetings:
 - Boyd Allen Pilot newspaper reporter regarding the fuel dock closure and Basin 1 docks.
 - Special Commissioner meeting on Wednesday December 27th.
 - Weekly office staff meeting to review port matters and accounts.
 - Special Commissioner meeting on Friday December 29th.
7. Reorganized Board Meeting Minutes binders and found missing binders / minutes. Missing everything prior to August 1995, Dec 1997 to March 1998, November 1998 to December 1999, July 2009 to February 2011, May 2011 to June 2012 and July 2013 to December 2013. Will need to spend more time searching through file boxes and hope to find the missing documents.
8. Found two binders on the 1998 Boat Launch Reconstruction. The drawings show a much different design than what currently exist.
9. Staff continued working with Signe Grimstad to complete draft Port Audit FY 2016-17.
10. Registered for the SDAO Conference in Seaside Feb 8th to Feb 10th.
11. Invitation to Bid for the new OSMB Boarding Docks was released on December 28, 2017.
12. Received DSL Permit No. 60453-RF for the Pile Replacement Project in Basin 1.
13. Stopped normal Port Office functions to prepare documents as requested by the Board.
14. Talked to Jack Akin/EMC Engineering about dredging permits for the Port Basins. We need to start now if the Port plans to do any dredging next season. Dredging permit, depending on soil testing and other conditions, can be valid for between 3 to 10 years.

RV Park & Fishing Pier

1. Repaired cable connector at Site 81.
2. Checked out electrical plug issue at Site 67. Plug working fine, issue with vehicle.

Docks – Basin 1 & 2 and Transient

1. Boat inventory completed for both basins.
2. Jack Akin/EMC and I inspected Basin 2 westside slopes and dock conditions. He suggested the Port should contact Bellingham and any other dock manufactures to provide the Port a report on our dock conditions. He was shocked at the amount of deterioration of the slopes.
3. Open bucket of oil and filters was placed at the top of P-Q Dock Ramp. Staff removed the material to the oil dump facility.
4. Removed another dock pile that came completely loose from Basin 1 on D Dock. Pile length was 31'-10". Pile should have been at least 60' in length. Per engineered design specifications the piles should have been driven minimum 20' into the ground.
5. Completed inspection of Basin 1 docks, see attached report. Only A Dock remains in fair condition. Main dock and all other docks have problems.
6. Relocated life ring cabinet outside the closed section of main dock in Basin 1.
7. Installed dock box at Basin 1 A-7.
8. Towed moorage holder vessel per his request from Basin 2 to launch ramp.

Boat Yard

1. Emergency haul out for vessel Skip Jack. Vessel was taking on water after it was placed in the water the prior day.
2. Placed vessel Skip Jack back in the water few days later. Few hours later, the vessel was hauled back out and placed back in a work stall.
3. Continue cleanup of boat yard and greased boat stands.

Port of Brookings Harbor

WEEKLY OPERATION REPORT

DATE: Saturday 12/23/17 to Friday 12/29/17

4. Volunteer plans to pressure wash the Coast Guard vessel. Vessel moved to wash area.

Maintenance Yard / Shop

1. Continue shop cleanup and organizing.
2. Finish installing lid hardware on few remaining trash barrels.

Boat Launch Parking Lot

1. Fish Station cleaned by Port staff as needed.

Commercial Fishing Docks / Gear Storage

1. Completed four crane jobs for commercial fleet.
2. Cleared brush from 4" and 6" water mains behind Busch lease property. These water mains we believe serve the Green Building and Fuel Dock area. Water mains are not protected properly from any unauthorized personnel. More of the same, lack of building and protecting the Port infrastructure properly.
3. Ice house and commercial dock water main was leaking badly. Brookings Harbor Ice shut down for a short period of time to allow repair to be completed.

Retail / Boardwalk

1. Trash removal by Port staff as needed throughout the Port.
2. Restroom cleaning and restocking by Port staff every day.
3. Righetti's removed all materials from Port property as requested.
4. Darla/Slugs N Stones told me that her grease trap disintegrated, she's working on replacing it. She also has a hole in the roof that she's repairing as well.

Fuel Dock

1. 0 gallons of diesel and 0 gallons of gas was pumped this week. 0 vessels.
2. Approximate inventory in the aboveground tanks for diesel 8,823 and non-ethanol 1,923.
3. Carson Oil did not have a tanker truck available for temporary use for the fuel dock.
4. Staff and I came up with another plan to reduce the risk of the failing ramp with all the fuel, power and water lines. Confirmed plan with Jack Akin/EMC Engineering and proceeded with the plan to reopen the fuel dock as soon as possible. The plan is temporary means only. The lines will need to be relocated, which will require engineering, for the slope and ramp to be reconstructed.
5. Pump Pipe and Tank Service from Medford drained the fuel lines on Thursday and staff started the work on reducing the risk of failure.
6. Fuel Dock closure was caused by past improper construction and not following engineered design drawings.

Security

1. South Coast Knight Security patrolling the Port properties.

FEMA / OEM / PW's

1. None

Attachments

1. Balance Sheet (Saving-Checking, Accounts Receivable and Payable) as of 12-29-2017, 2016 & 2015.
2. Two-week work schedule of actuals and planned activities
3. RV Park Guest Report for this week
4. South Coast Knight Security Reports
5. Fuel Dock Ramp Engineer Report and Photos
6. Basin 1 Dock Inspection Reports

Port of Brookings Harbor Balance Sheet

As of December 29, 2017

	<u>Dec 29, 17</u>	<u>Dec 29, 16</u>	<u>Dec 29, 15</u>
Checking/Savings			
1001 · CASH & CASH EQUIVALENTS			
1002 · General Funds Ckg Umpqua 3634	53,665.48	31,836.01	41,952.95
1005 · General Fund LGIP 6017	190,500.00		
Total 1001 · CASH & CASH EQUIVALENTS	<u>244,165.48</u>	<u>31,836.01</u>	<u>41,952.95</u>
1006 · Cash on Hand/Petty Cash			
1008 · Office/Financial Assistant	322.80		
1010 · Fuel Dock Cash Drawer	400.00		
1012 · RV Park Cash Drawer	620.00		
1014 · Office/Reception Cash Drawer	200.00		
Total 1006 · Cash on Hand/Petty Cash	<u>1,542.80</u>	<u>815.84</u>	<u>969.66</u>
1020 · RESTRICTED - CASH/EQUIVALENTS			
1022 · USDA BOND Umpqua MM 9529	2,500.75	20,018.40	5,459.11
1024 · Capital Projects Umpqua 8018	3,400.00	11,498.38	
1028 · Debt Service Umpqua MM 8627			
IFA LOAN SAVINGS	312.00	32,875.21	7,314.54
TRAVEL LIFT	2,188.00		
Total 1028 · Debt Service Umpqua MM 8627	<u>2,500.00</u>	<u>32,875.21</u>	<u>7,314.54</u>
1030 · Oregon State Treasury LGIP			
1032 · USDA Bond Fund LGIP 6021	30,596.00		
1034 · Capital Projects Fund LGIP 6019	24,305.69		
1036 · Reserve Fund LGIP 6018	11,000.00		
1038 · Debt Service Fund LGIP 6020	19,910.22		
Total 1030 · Oregon State Treasury LGIP	<u>85,811.91</u>		
Total 1020 · RESTRICTED - CASH/EQUIVALENTS	<u>94,212.66</u>	<u>64,391.99</u>	<u>12,773.65</u>
Total Checking/Savings	<u>339,920.94</u>	<u>97,043.84</u>	<u>55,696.26</u>
Accounts Receivable			
1200 · Accounts Receivable Account	<u>31,282.06</u>	<u>81,169.05</u>	<u>167,854.65</u>
Accounts Payable			
2000 · General Fund Accts Payable	13,332.93	49,251.14	
2002 · Capital Projects Accts Payable	223.95	62,500.00	
Total Accounts Payable	<u>13,556.88</u>	<u>111,751.14</u>	<u>301,197.64</u>
Credit Cards			
2008 · RCU VISA ACCT	<u>882.51</u>	<u>240.01</u>	<u>3,941.28</u>

Guest Forecast

For: 12/23/2017 - 12/29/2017

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
12/23/2017	3	12	5	30/0/0/0	34/0/0/0	17	14.17	\$802.00
12/24/2017	2	15	3	34/0/0/0	36/0/0/0	18	15.00	\$795.00
12/25/2017	5	13	4	36/0/0/0	34/0/0/0	17	14.17	\$695.00
12/26/2017	10	7	4	34/0/0/0	22/0/0/0	11	9.17	\$510.00
12/27/2017	6	5	12	22/0/0/0	34/0/0/0	17	14.17	\$797.00
12/28/2017	4	13	8	34/0/0/0	42/0/0/0	21	17.50	\$1,020.00
12/29/2017	9	12	18	42/0/0/0	60/0/0/0	30	25.00	\$1,465.00
	39	77	54	232/0/0/0	262/0/0/0	131	15.60	\$6,084.00

Occupancy percentages based on 120 total units

Gary

From: larance knauss <larance1@LIVE.COM>
Sent: Sunday, December 24, 2017 4:55 AM
To: scks.patrol@gmail.com; gary@portofbrookingsharbor.com
Subject: South Coast Knight Security DAR for December 23, 2017

SECURITY OFFICER KNAUSS DECEMBER 23, 2017

2154 BOAT RAMP-CLOSED BATHROOM
MAIN
CB-CLOSED BATHROOM, WOMENS 2ND STALL CLOGGED KITE FIELD-CLOSED BATHROOM
RV PARK 2215

2330 RV PARK
KITE FIELD
PUBLIC FISHING
CB 2341

2349 MAIN
BOAT RAMP 2355

0110 MAIN
CB
KITE FIELD
RV PARK 0130

0310 BOAT RAMP
MAIN
KITE FIELD
PUBLIC FISHING
RV PARK 0330

0343 KITE FIELD-OPENED BATHROOM
CB-OPENED BATHROOM
MAIN
BOAT RAMP 0415

Gary

From: larance knauss <larance1@LIVE.COM>
Sent: Monday, December 25, 2017 5:22 AM
To: scks.patrol@gmail.com; gary@portofbrookingsharbor.com
Subject: South Coast Knight Security DAR for December 24, 2017

SECURITY OFFICER KNAUSS DECEMBER 24, 2017

2146 BOAT RAMP-CLOSED BATHROOM
MAIN

CB-CLOSED BATHROOM, WOMENS CLOTHING LEFT ON SHOWER ROOM BENCH KITE FIELD-CLOSED BATHROOM
PUBLIC FISHING 2205

2227 RV PARK
CB
MAIN 2242

0014 KITE FIELD
RV PARK
CB
MAIN
BOAT RAMP 0040

0133 KITE FIELD
PUBLIC FISHING
MAIN
BOAT RAMP 0148

0256 RV PARK
CB
MAIN 0310

0354 KITE FIELD-OPENED BATHROOM
CB-OPENED BATHROOM
MAIN
BOAT RAMP-OPENED BATHROOM 0415

Gary

From: larance knauss <larance1@LIVE.COM>
Sent: Tuesday, December 26, 2017 5:33 AM
To: scks.patrol@gmail.com; gary@portofbrookingsharbor.com
Subject: South Coast Knight Security DAR for December 25, 2017

SECURITY OFFICER KNAUSS DECEMBER 25, 2017

2209 BOAT RAMP
MAIN
CB
KITE FIELD
RV PARK 2230

2338 MAIN
CB
KITE FIELD
PUBLIC FISHING
RV PARK 0003

0159 RV PARK
KITE FIELD
PUBLIC FISHING 0210

0221 CB
MAIN
BOAT RAMP 0233

0340 KITE FIELD-OPENED BATHROOM
CB-OPENED BATHROOM
MAIN
BOAT RAMP 0412

0433 CB
KITE FIELD
RV PARK
PUBLIC FISHING 0450

Gary

From: Thomas Sorr <scks.patrol@gmail.com>
Sent: Wednesday, December 27, 2017 3:58 AM
To: gary@portofbrookingsharbor.com; Thomas Sorrentino
Subject: PORT LOG 12-26-2017

R. FRANCIS 1005

2150 BOAT RAMP- RESTROOM CLOSED, MIDD JETTY CLEAR, GOV STOR CLEAR

MAIN AREA- SPORT BASIN LOCKED

CB- RESTROOM LOCKED

KITE FIELD- RESTROOM LOCKED

RV PARK- TAGGED GREEN BUICK CENTRY OR LIC# 032 GHU NO OVERNIGHT PARKING

PUB FISH- CLEAR 2235

0127 BOAT RAMP- CLEAR

MAIN AREA- CLEAR

CB- CLEAR

RV PARK- CLEAR

PUB FISH- CLEAR

KITE FIELD- CLEAR 0140

0331 BOAT RAMP- RESTROOM OPEN

KITE FIELD- RESTROOM OPEN

RV PARK- RESTROOM CLEAR

PUB FISH- CLEAR

CB- RESTROOM OPEN

MAIN AREA- RESTROOM CLEAR

BOAT RAMP- CLEAR 0351

Gary

From: larance knauss <larance1@LIVE.COM>
Sent: Saturday, December 30, 2017 6:16 AM
To: scks.patrol@gmail.com; gary@portofbrookingsharbor.com
Subject: South Coast Knight Security DAR for December 29, 2017

SECURITY OFFICER KNAUSS DECEMBER 29, 2017

2156 KITE FIELD-CLOSED BATHROOM
CB-CLOSED BATHROOM
MAIN
BOAT RAMP-CLOSED BATHROOM 2220

2304 RV PARK-2 CONTACT, INFORMED PORT CLOSED
PUBLIC FISHING
MAIN
BOAT RAMP 2324

0033 RV PARK
KITE FIELD
PUBLIC FISHING
CB
MAIN-PV0048 BLACK HONDA/CIVIC ORLP(007HTY) TAGGED FOR
OVERNIGHT PARKING 0050

0306 KITE FIELD
RV PARK-CONTACT WMA PLAYING POKEMON GO, INFORMED PORT CLOSED CB MAIN
BOAT RAMP 0330

0355 MAIN
CB-OPENED BATHROOM
KITE FIELD-OPENED BATHROOM
RV PARK 0418

0520 BOAT RAMP-OPENED BATHROOM
KITE FIELD
PUBLIC FISHING
RV PARK 0533

Gary

From: larence knauss <larence1@LIVE.COM>
Sent: Friday, December 29, 2017 5:50 AM
To: scks.patrol@gmail.com; gary@portofbrookingsharbor.com
Subject: South Coast Knight Security DAR for December 28, 2017

SECURITY OFFICER KNAUSS DECEMBER 28, 2017

2204 BOAT RAMP-CLOSED BATHROOM
CB-CLOSED BATHROOM, 2 CONTACTS 1ST CALP(7GAG308) SECOND TIME TOLD TO LEAVE; 2ND RV INFORMED PORT
CLOSED AT 10PM 2229

2245 KITE FIELD-CLOSED BATHROOM
RV PARK-CONTACT ORLP(306FQA) INFORMED PORT CLOSED AT 10PM, BATHROOM CLEAR
PUBLIC FISHING 2258

0005 RV PARK
PUBLIC FISHING
KITE FIELD
CB 0018

0026 MAIN-BATHROOM
BOAT RAMP 0039

0145 KITE FIELD
RV PARK 0200

0338 MAIN
BOAT RAMP
CB-OPENED BATHROOM 0425

0440 KITE FIELD-OPENED BATHROOM
PUBLIC FISHING
RV PARK
BOAT RAMP-OPENED BATHROOM 0455



Grants Pass * Jacksonville * Medford, OR

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

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

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

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

- *Engineers/Scientists, LLC*

12/29/17

MEMO-122917-01

To: Gary Dehlinger
Manager, Port of Brookings
From: Jack Akin
EMC-Engineers/Scientists, LLC
RE: Landing to the Port Fuel Dock

Introduction

On Tuesday, December 22, 2017, Jack Akin of EMC-Engineers/Scientists, LLC (EMC) discussed temporary (120 days) action at the concrete landing system that provides the access to the fuel dock. Expressed concerns (see **MEMO-11917** and **MEMO-122217-01**) bring forth the concern that the failure may sever fuel and other lines mid-point beyond break-away connections. Additionally, Port staff has expressed concern regarding the poor condition of the existing gangway hinge connection to the failing pad.

To reduce this risk Port staff is considering the following temporary steps:

1. Drain fuel lines from the aboveground fuel storage tanks;
2. Weld or otherwise adequately fix pinned gangway end location;
3. Assure gangway roller end position on fuel dock.
4. Reposition the fixed gangway end to the end connection.

Review Elements

1. Structural integrity degrees of freedom (heave, surge, sway, pitch, roll and yaw) have not been calculated from live and dead loads caused by wind/waves, current/surge. The support strength of the proposed new based is assumed, but not known, to be adequately fixed by concrete so as to be considered a rigid body with the existing concrete pad base. The new pinning location has not been analyzed. The Port staff is cautioned that the proposed fixing and support for new pins has not been engineered. It would be a good idea, therefore, to closely simulate existing pin strength and flex;
2. When the movable end (roller) of a 60' gangway, fixed on the other end, moves 10' vertically, it will move a bit less than a foot horizontally. Vertical movement at any location along the length of the gangway is proportional to its distance from the fixed end to its total length. For example, a 10' vertical movement at the movable end results in approximately a 0.8' (5/60) vertical movement at a point five feet from the fixed end.



Grants Pass * Jacksonville * Medford, OR

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

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

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

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

- Engineers/Scientists, LLC

Lateral movement of the movable end can be estimated by determining the potential sideways movement of the dock within its restraints ("play" within hoops plus pile movement). Therefore the Port staff is cautioned to account for the altered lateral and vertical positions of the rollers on the fuel dock, and also to assure that the gangway does not come in contact with the slope near its fixed end;

3. Relocation of the gangway constitutes a new installation, and so the gangway, once moved, is likely not going to be compliant with ADA requirements. The Port staff is therefore cautioned to take adequate steps to ensure that this gangway is not used as public or routine employee access.

4. Finally, it is mentioned that, as expressed in above-cited memos, the entire subgrade supporting rock and soils structure beneath this concrete pad and gangway is not stable. Therefore Port staff should take into account that the steps being considered to temporarily reduce the risk of service (fuel, water, wastewater, power) lines a) can not be permanent, and b) should not be thought of as that which could entirely eliminate risk of service line severing, damage to the gangway, danger to person(s) on or near the fuel dock or gangway, or damage to the fuel dock.

Conclusion

Temporary repositioning the gangway as described by Port staff as a method to reduce risk, keeping above Review Elements in mind, is a relatively inexpensive set of actions.

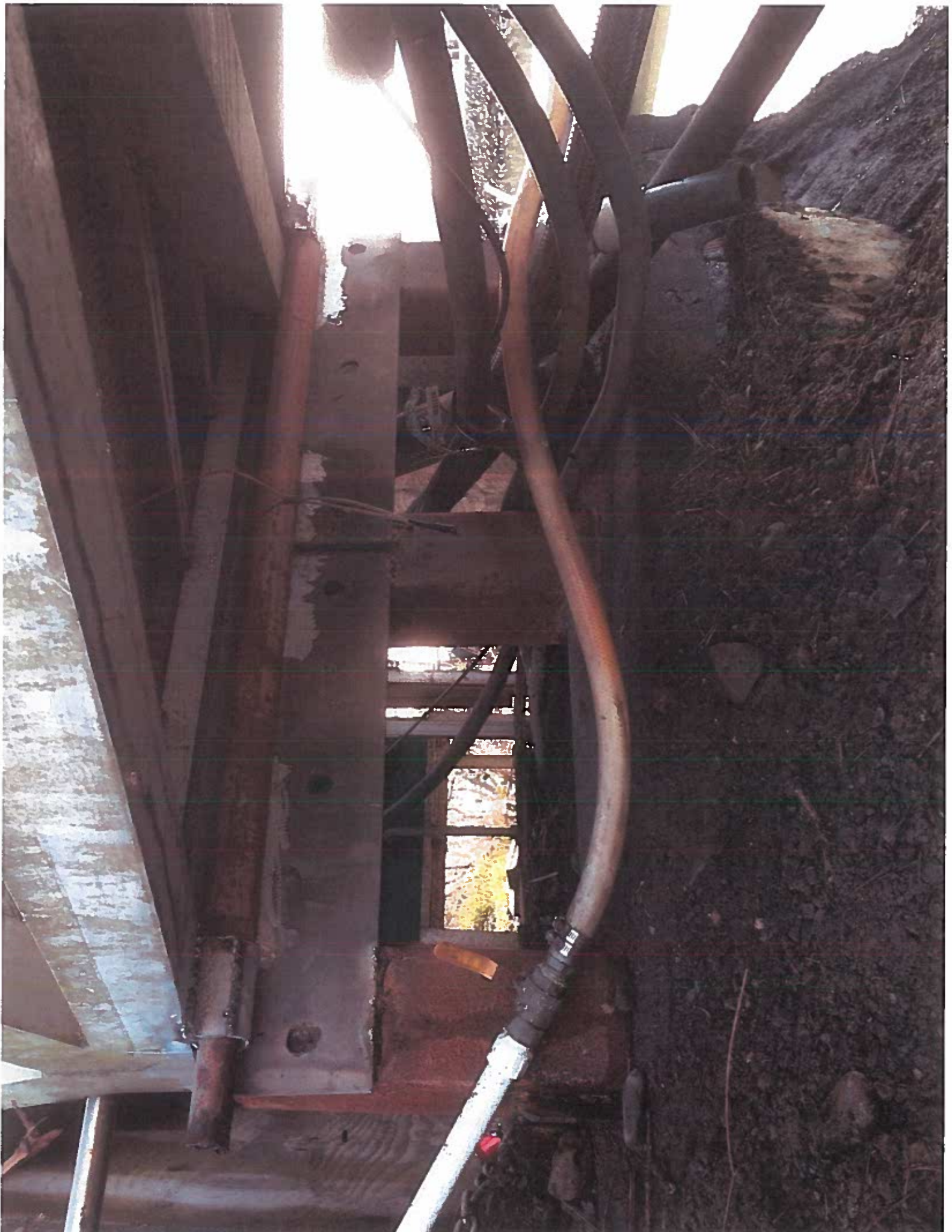
Sincerely

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











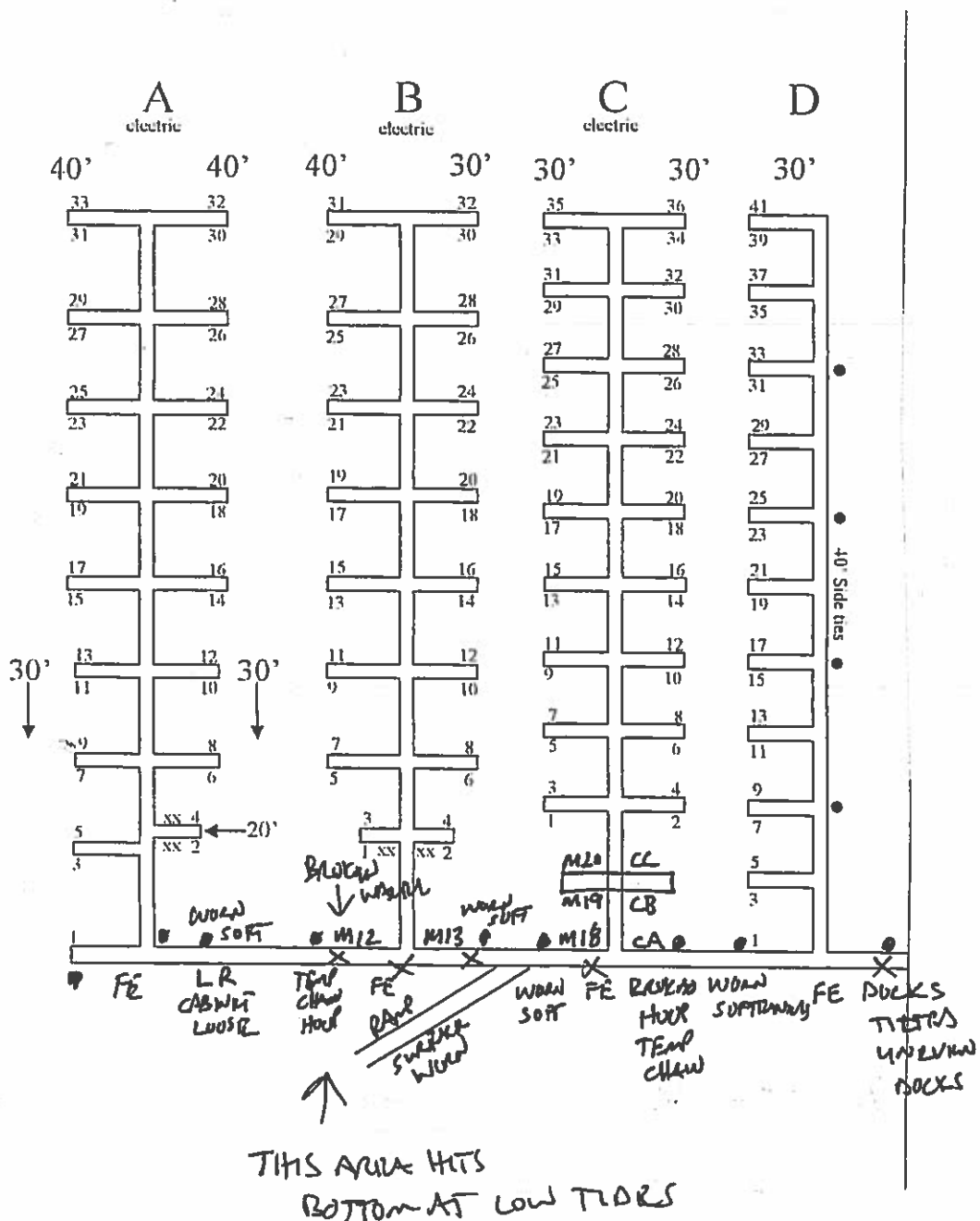
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

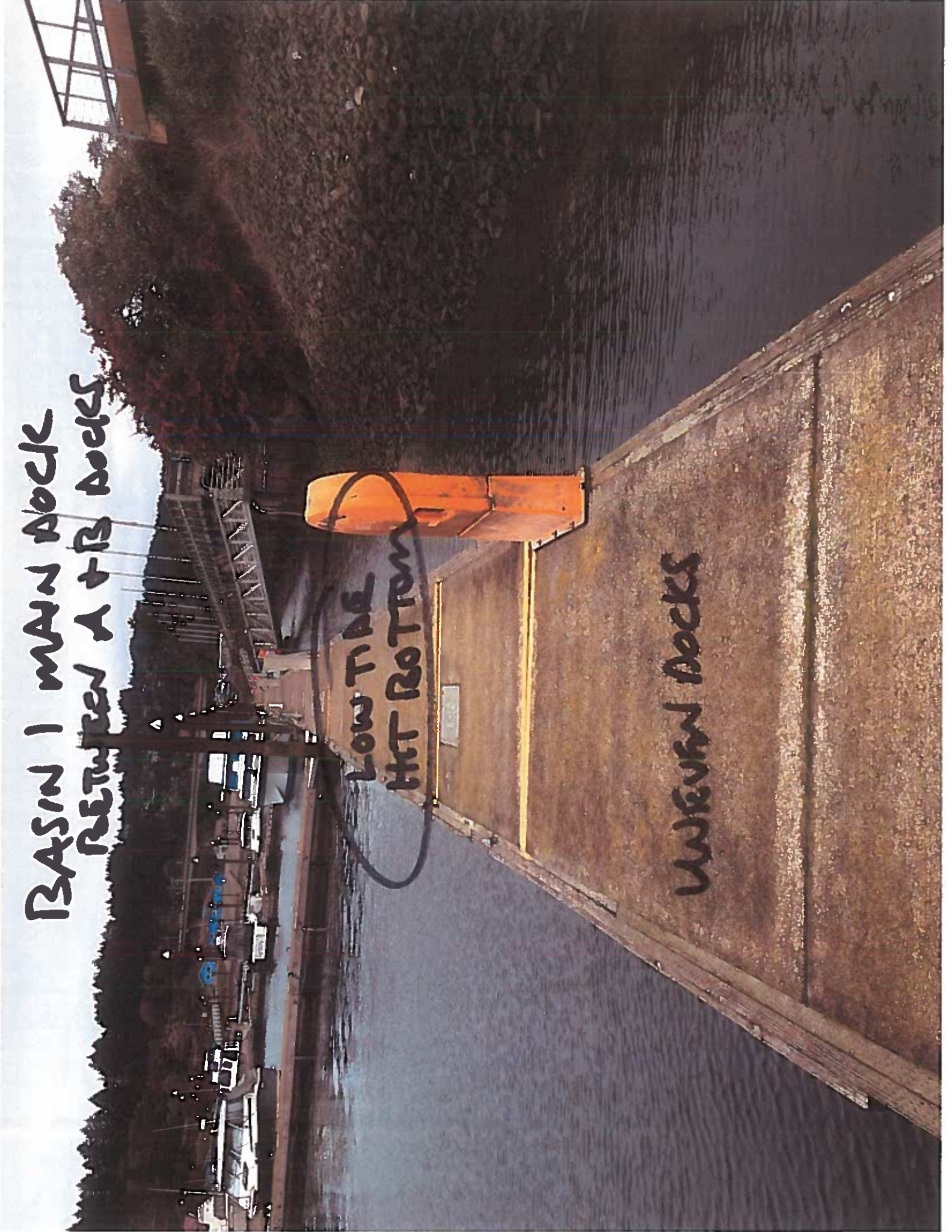
Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.

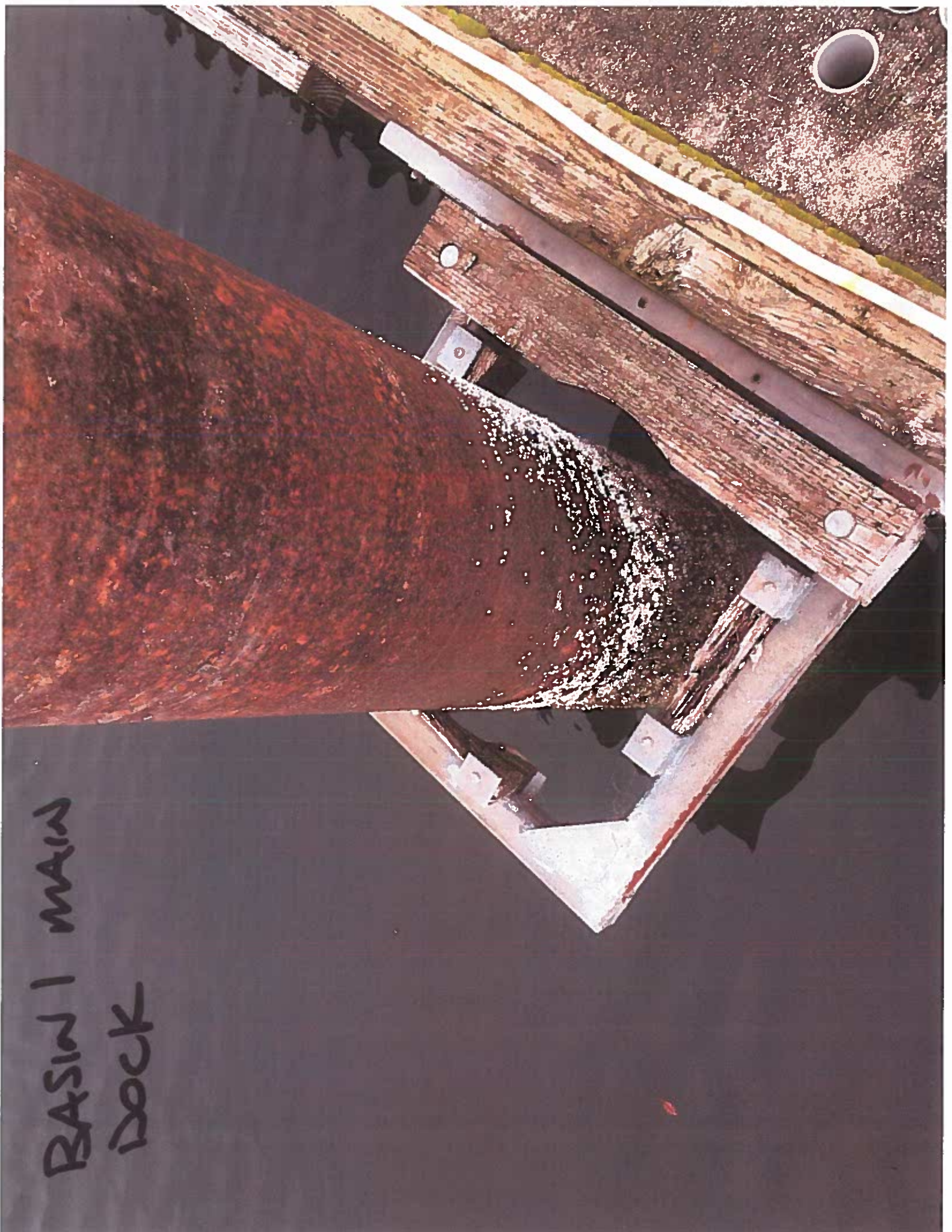


BASIN 1 MAIN DOCK
RETURNS A + B DOCKS

LOW TIDE
HIT BOTTOM

UNREVEN DOCKS





BASIN 1 MAIN
DOCK

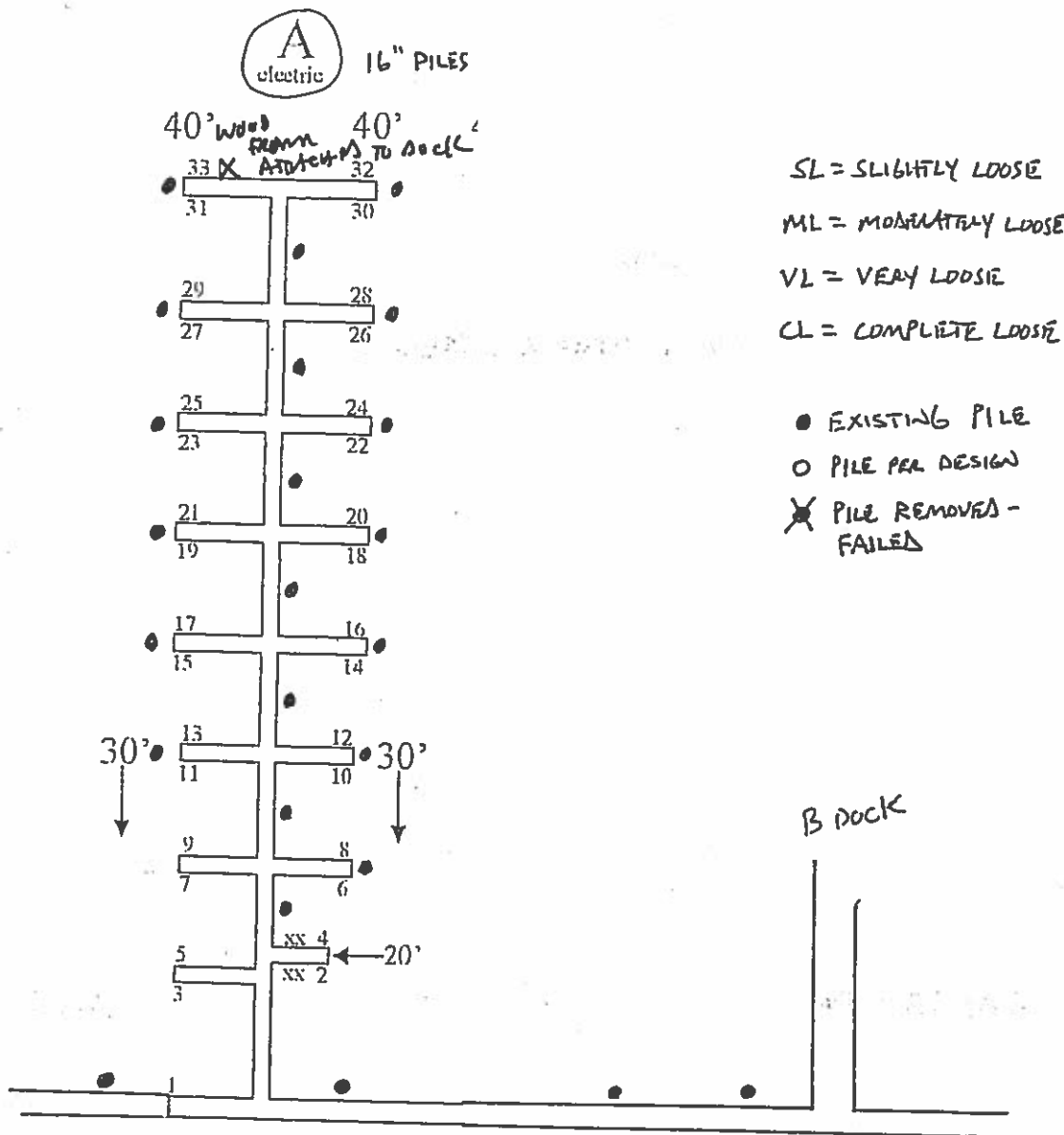
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

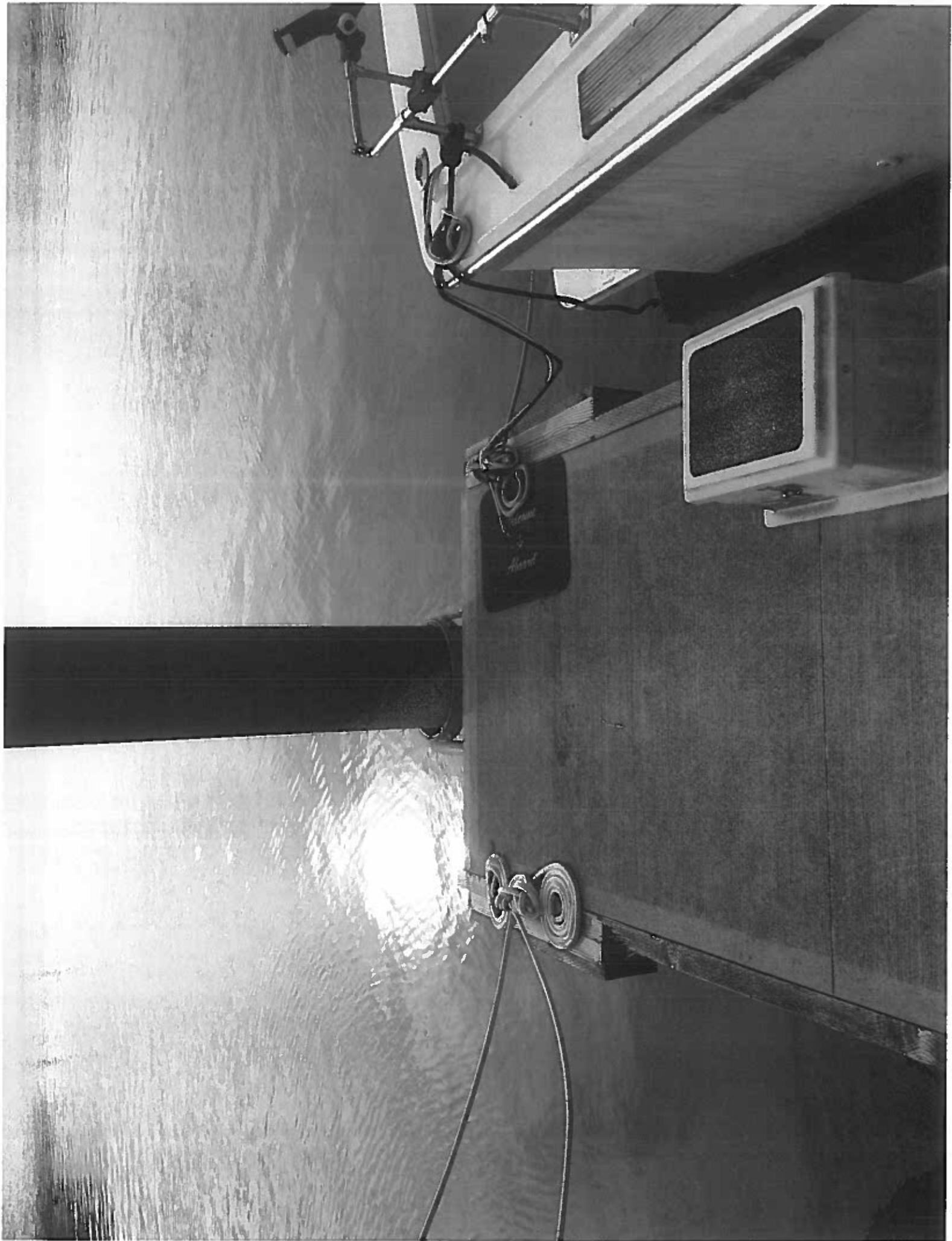
Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.



TEMP REPAIR AT
A-22. SINGLE WALKER
BOARD IS NOT GOOD.



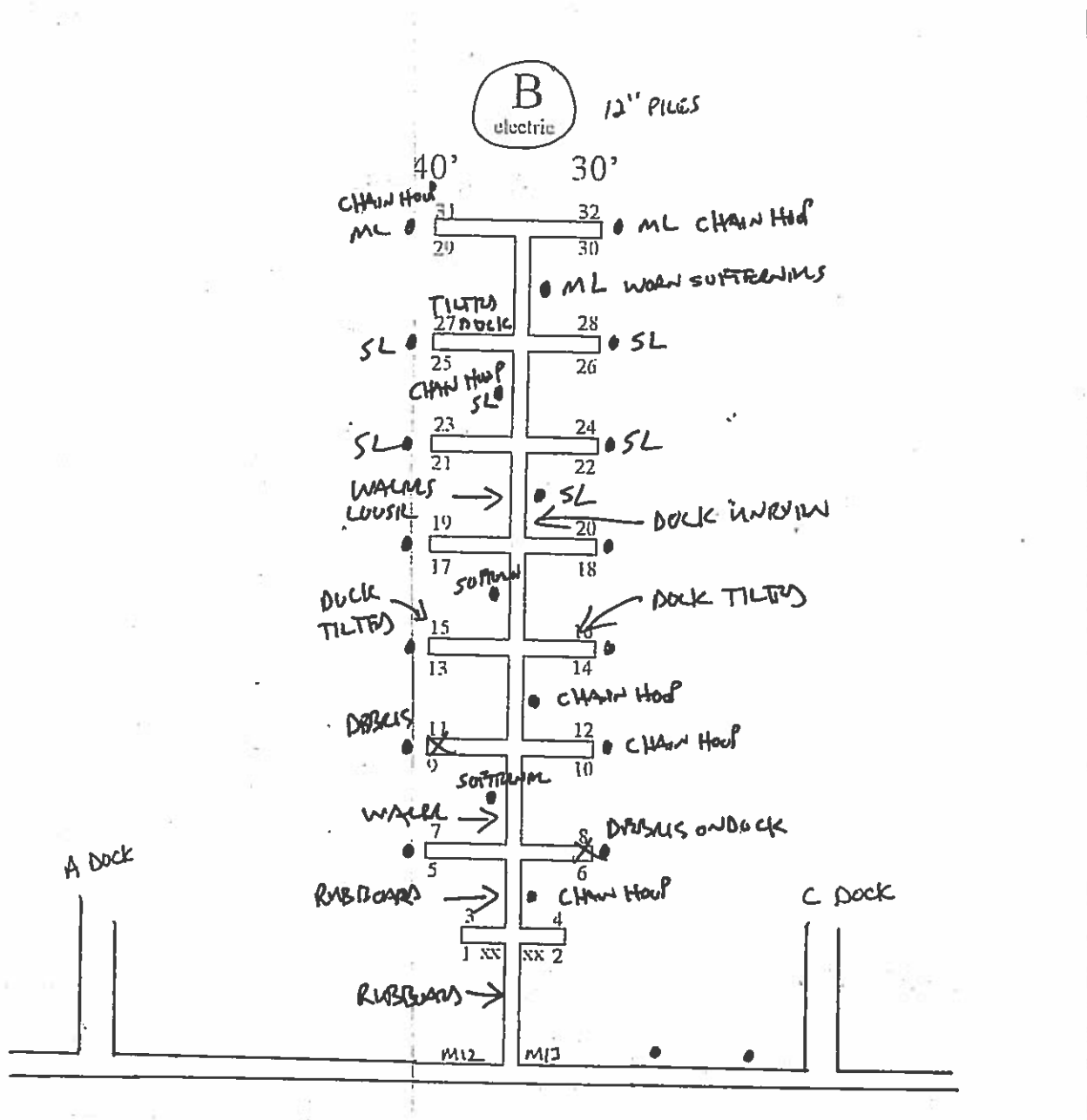
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

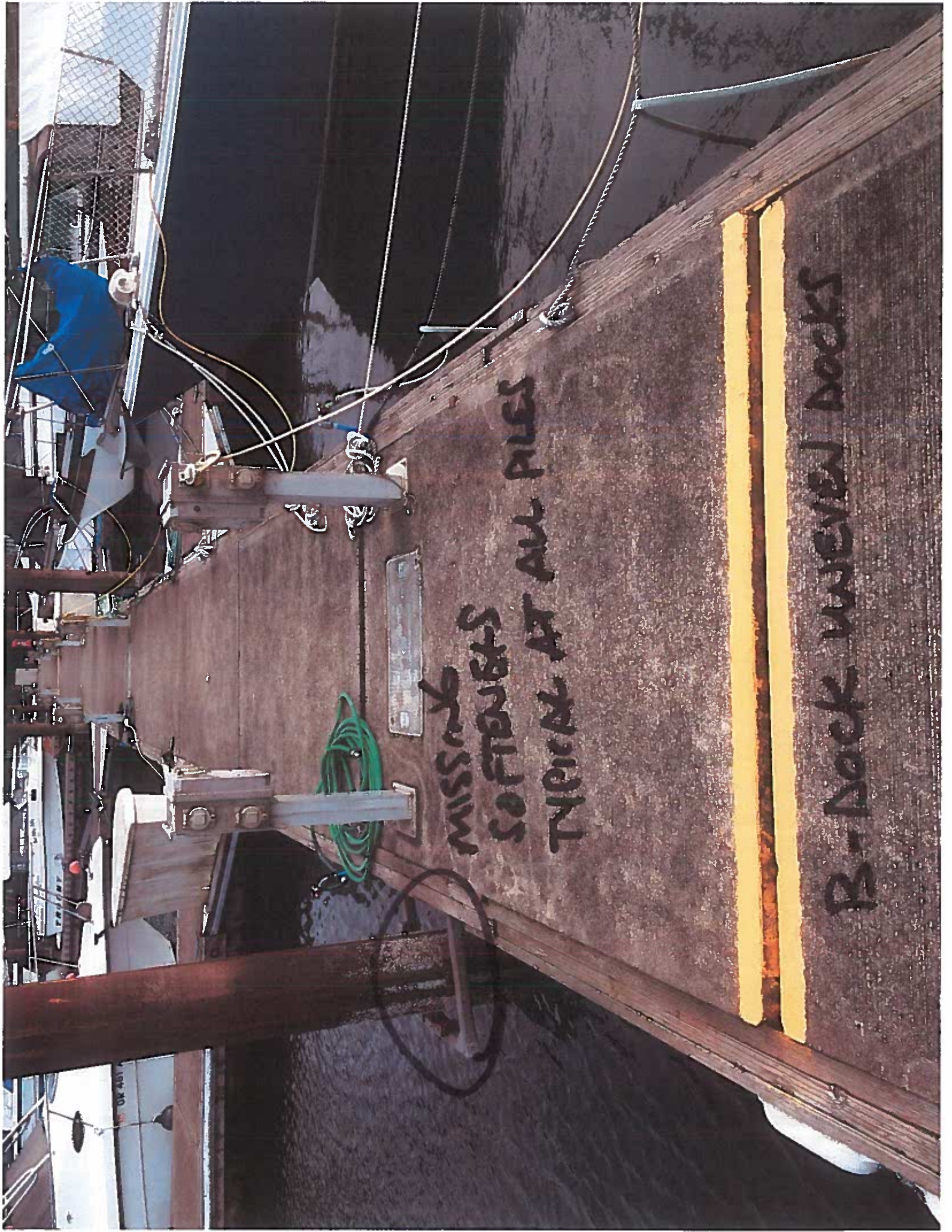
Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.



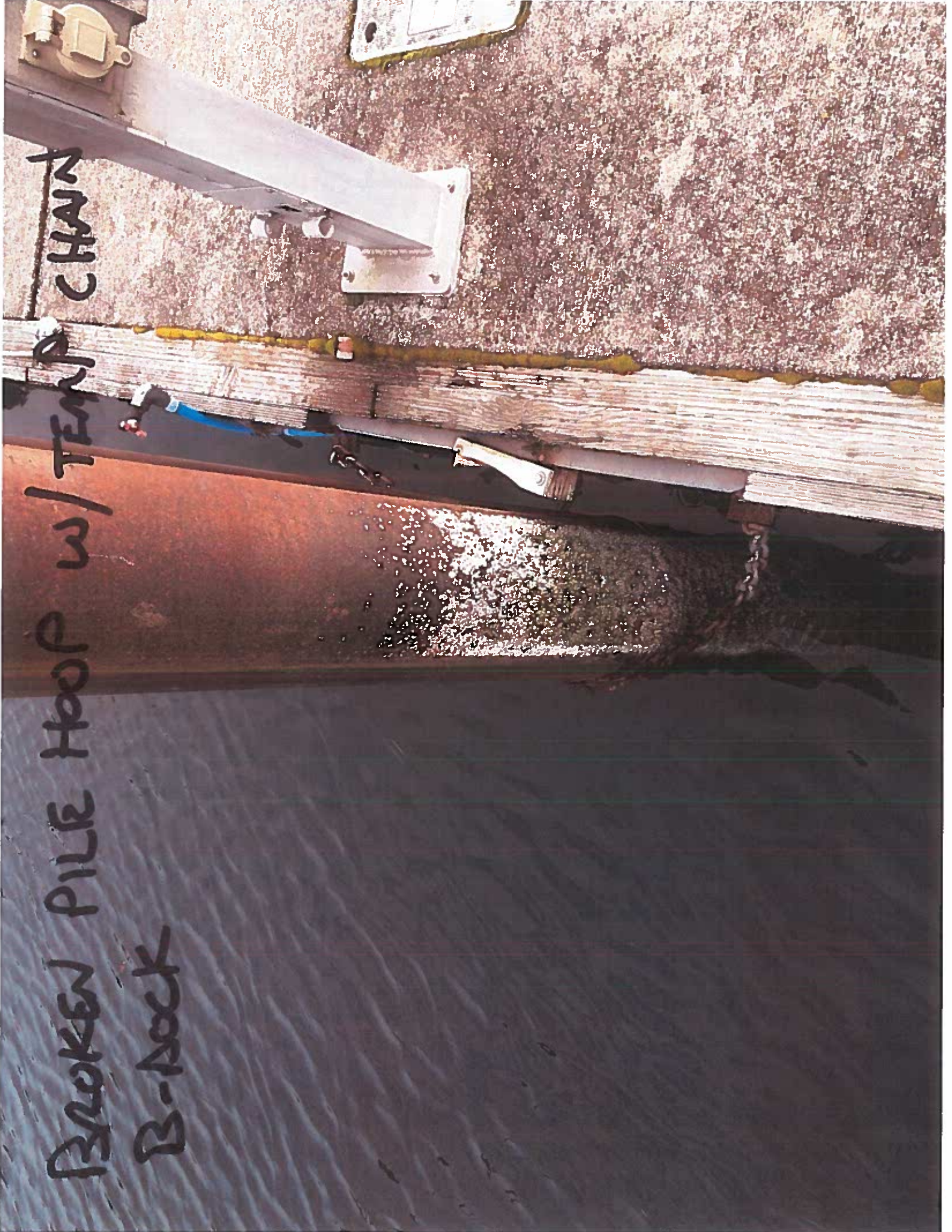
MISSING
SOFTENERS
TYPICAL AT ALL PILES

B-Dock Universal Docks



BROKEN PILE HOOP w/ TEMP CHAIN

B-Deck



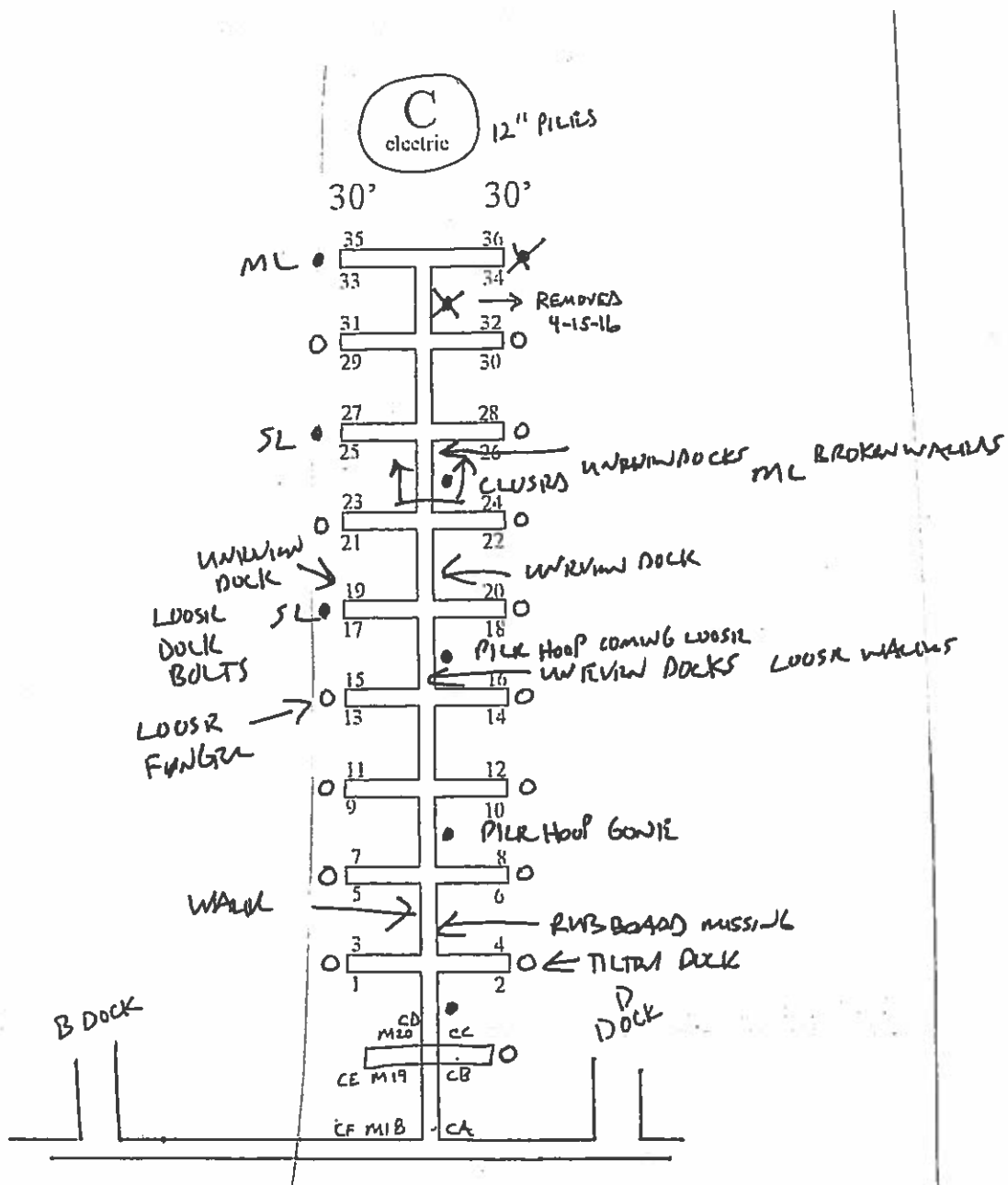
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.



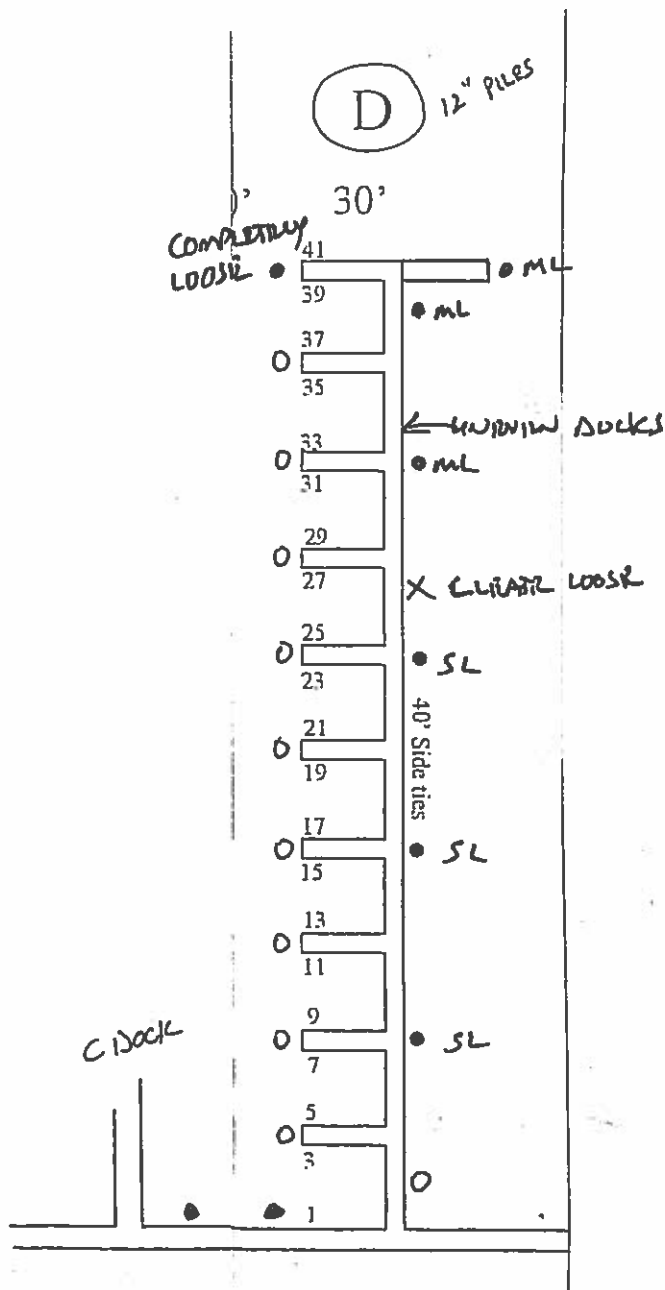
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.



PORT OF BROOKINGS HARBOR

FLOATING DOCK MONTHLY CHECKLIST

S = Satisfactory, M = Marginal, U = Unsatisfactory, NA = Not Applicable, NI = Not Inspected

CONDITIONS					Location: Basin 1 Ramp & Main Dock F - H
S	M	U	NA	NI	
		X			Shore to dock ramp surface free of decay, screws and slick spots <i>RAMP SURFACES WORN</i>
X					Shore to dock ramp handrail 42" high with midrail and structurally sound
X					Shore to dock ramp connection
X					Shore to dock ramp dock roller and baseplate
			X		Shore to dock waterline
			X		Shore to dock main power
X					Floating dock walkway free of any material or obstruction, which would be unsafe
X					Floating dock walkway at least 3 feet wide
	X				Floating dock free from excessive spring, deflection or lateral movement
X					Floating dock corner pieces in place, secure and free from protruding nails and screws
X	X				Floating dock waterline system <i>SMALL LEAK AT END OF DOCK BY SOUTH COAST TOWLS</i>
			X		Floating dock power and pedestals
X					Floating dock fire extinguishers
X					Floating dock, dock bolts free from protruding
X					Floating dock piling
	X				Floating dock pile hoop and softeners
X					Floating dock cleats
		X			Floating dock alignment connections
	X				Floating dock slab surface
			X		Floating dock grating
		X			Floating dock walers
		X			Floating dock rubboards
X					Floating dock vegetation clear
	X				Floating dock moss clear
X					Access for operation and security

Inspected By: GARY NIELSON
 Print Name


 Signature

Date: 12-26-17

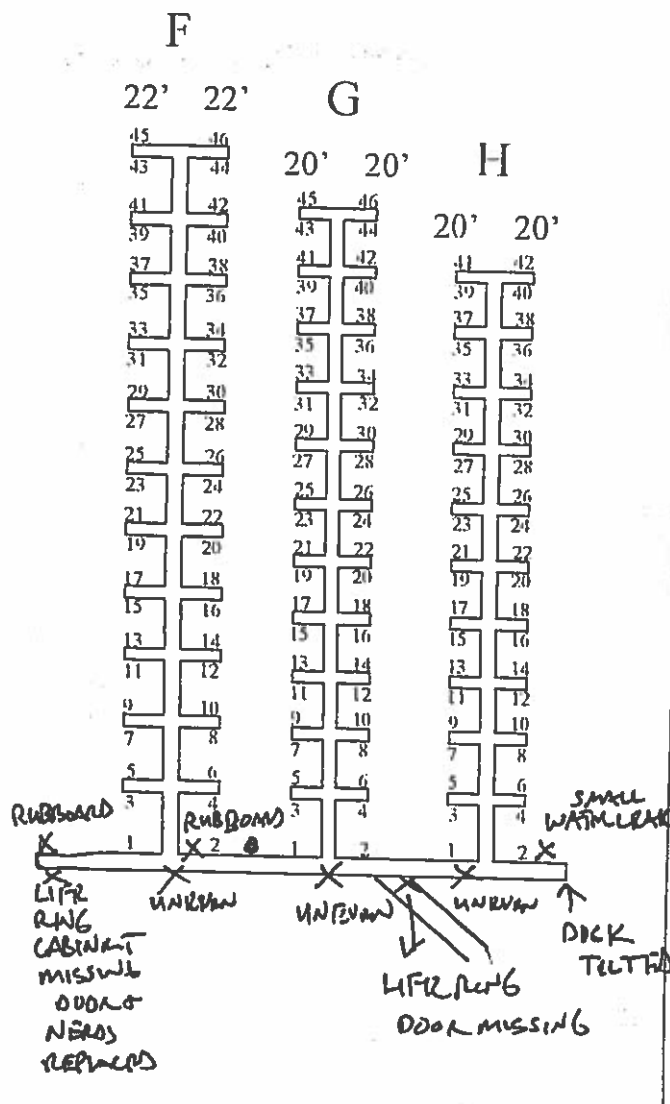
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.



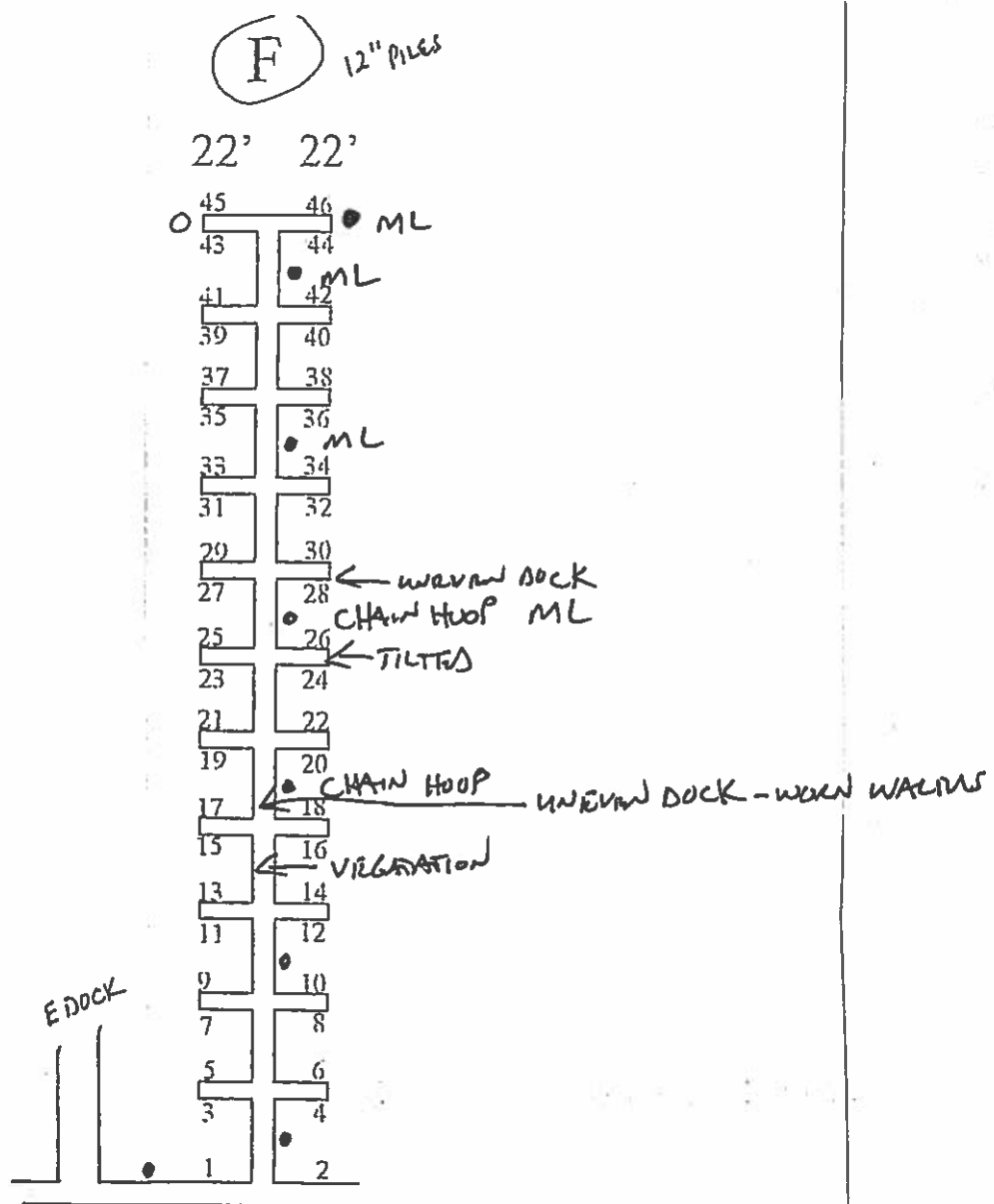
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.



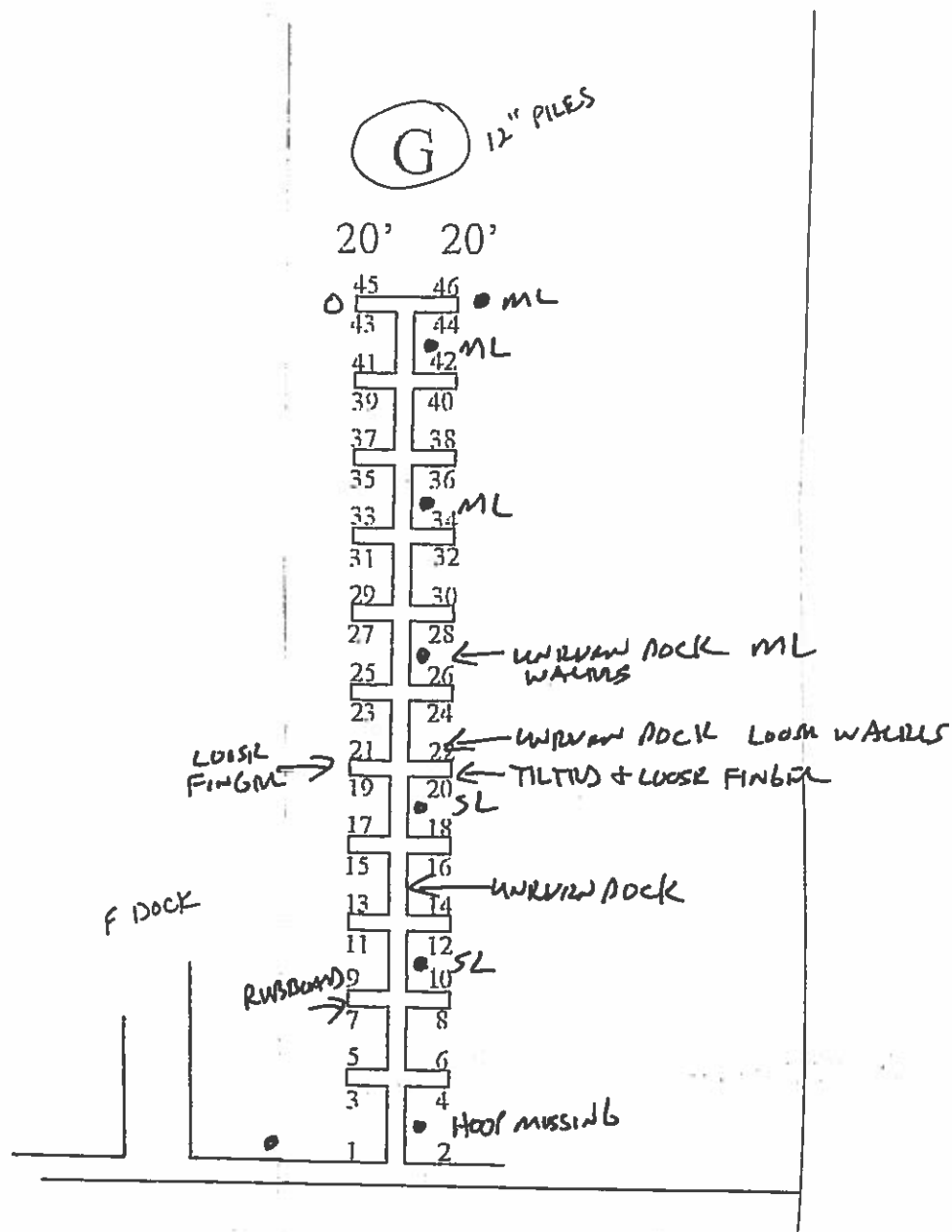
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.



PORT OF BROOKINGS HARBOR

FLOATING DOCK MONTHLY CHECKLIST

S = Satisfactory, M = Marginal, U = Unsatisfactory, NA = Not Applicable, NI = Not Inspected

CONDITIONS

Location: **Basin 1 H Dock**

S	M	U	NA	NI	
<input checked="" type="checkbox"/>					Floating dock walkway free of any material or obstruction, which would be unsafe
<input checked="" type="checkbox"/>					Floating dock walkway at least 3 feet wide
<input checked="" type="checkbox"/>					Floating dock free from excessive spring, deflection or lateral movement
<input checked="" type="checkbox"/>					Floating dock corner pieces in place, secure and free from protruding nails and screws
<input checked="" type="checkbox"/>					Floating dock waterline system
			<input checked="" type="checkbox"/>		Floating dock power and pedestals
<input checked="" type="checkbox"/>					Floating dock fire extinguishers
<input checked="" type="checkbox"/>					Floating dock, dock bolts free from protruding
		<input checked="" type="checkbox"/>			Floating dock piling
		<input checked="" type="checkbox"/>			Floating dock pile hoop and softeners
<input checked="" type="checkbox"/>					Floating dock cleats
	<input checked="" type="checkbox"/>				Floating dock alignment connections
<input checked="" type="checkbox"/>					Floating dock slab surface
			<input checked="" type="checkbox"/>		Floating dock grating
	<input checked="" type="checkbox"/>				Floating dock walers
	<input checked="" type="checkbox"/>				Floating dock rubboards
		<input checked="" type="checkbox"/>			Floating dock vegetation clear
		<input checked="" type="checkbox"/>			Floating dock moss clear

Inspected By: GARY ARTHUR
 Print Name


 Signature

Date: 12-26-17

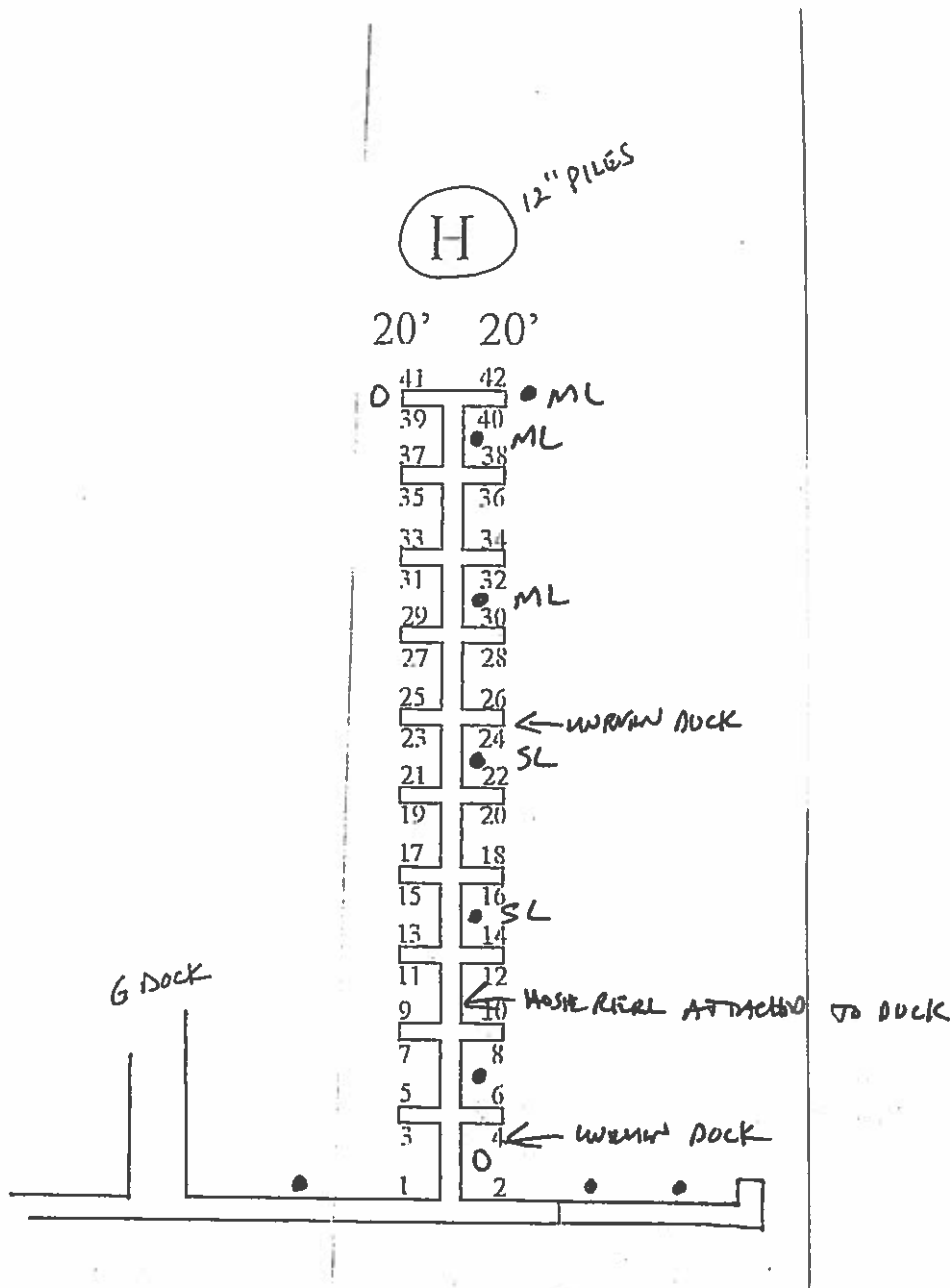
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.




PORT OF BROOKINGS HARBOR

FLOATING DOCK MONTHLY CHECKLIST

S = Satisfactory, M = Marginal, U = Unsatisfactory, NA = Not Applicable, NI = Not Inspected

CONDITIONS					Location: Basin 1 Transient Dock
S	M	U	NA	NI	
X					Shore to dock ramp surface free of decay, screws and slick spots
X					Shore to dock ramp handrail 42" high with midrail and structurally sound
X					Shore to dock ramp connection
X					Shore to dock ramp dock roller and baseplate
	X				Shore to dock waterline SMALL LEAK
X					Shore to dock main power
X					Floating dock walkway free of any material or obstruction, which would be unsafe
X					Floating dock walkway at least 3 feet wide
X					Floating dock free from excessive spring, deflection or lateral movement
X					Floating dock corner pieces in place, secure and free from protruding nails and screws
X					Floating dock waterline system
	X				Floating dock power and pedestals NEED TO CHECK LIGHTS
		X			Floating dock fire extinguishers OUT DATED
X					Floating dock, dock bolts free from protruding
X					Floating dock piling
		X			Floating dock pile hoop and softeners
X					Floating dock cleats
X					Floating dock alignment connections
X					Floating dock slab surface
			X		Floating dock grating
	X				Floating dock walers
X					Floating dock rubboards
	X				Floating dock vegetation clear
	X				Floating dock moss clear
X					Access for operation and security
					DOCK THAT RAMP IS RESTING ON IS IMPACTED BY THE WEIGHT OF THE RAMP.

Inspected By: GARY DEHUNGER  Date: 12-27-17
 Print Name Signature

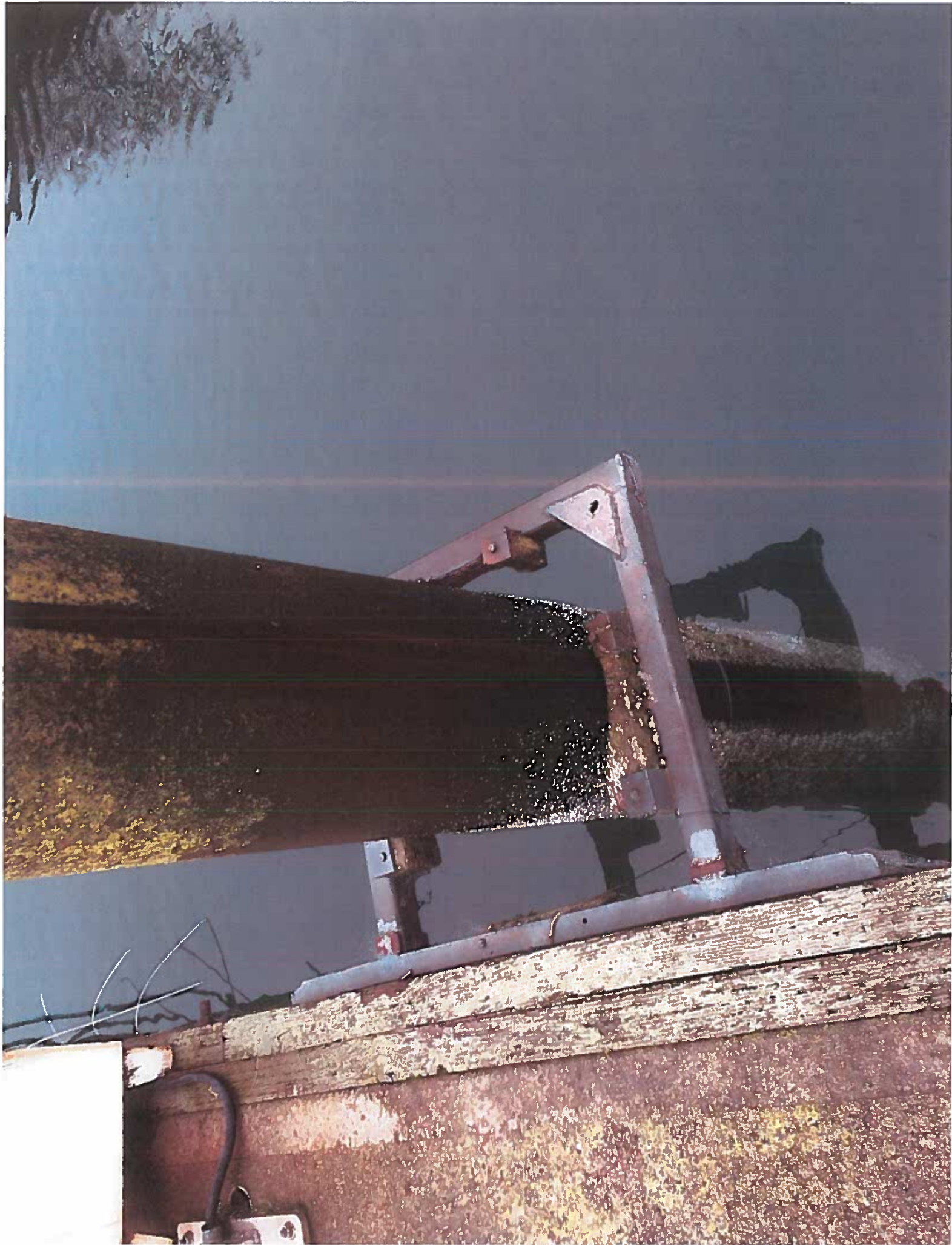
* INFORMATION SIGNS TOP OF TRANSIENT DOCK COVERED WITH MOSS. AD

TRANSIENT DOCK
Too much weight
on dock



TRANSIST
DOCK
DAMAGED
PILE HOOP





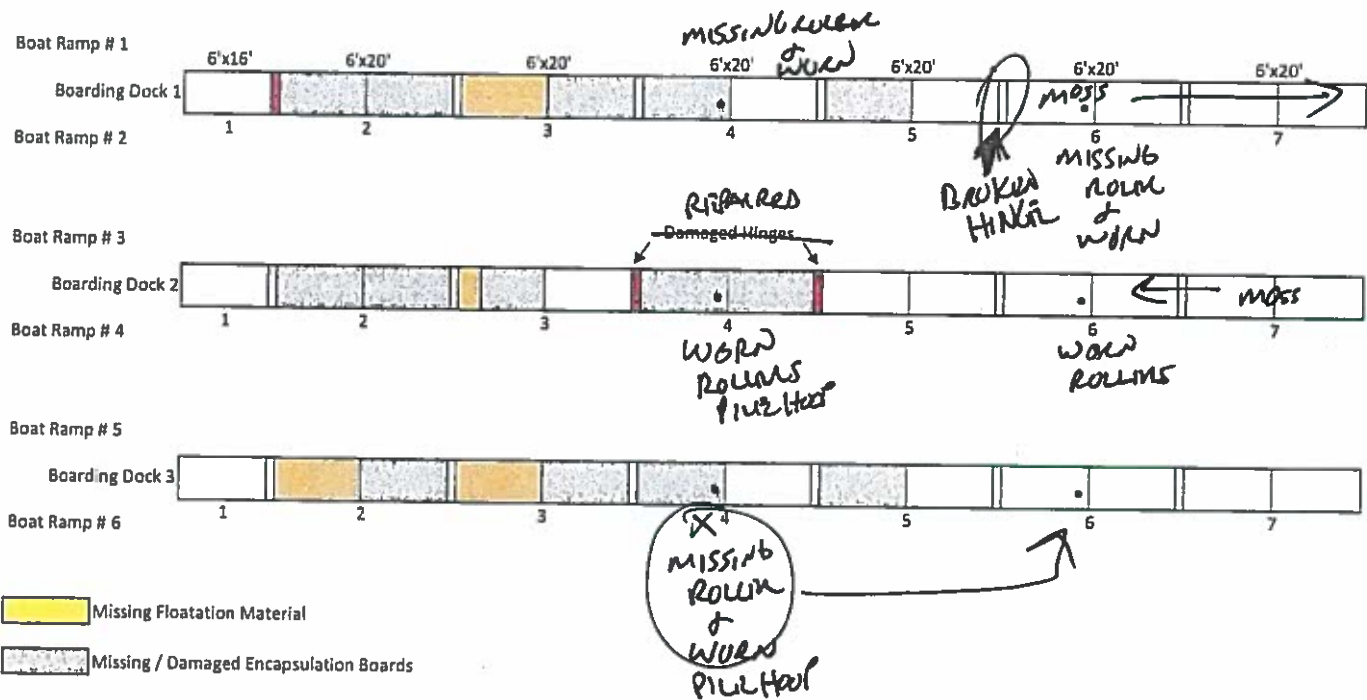
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.



PORT OF BROOKINGS HARBOR

FLOATING DOCK MONTHLY CHECKLIST

S = Satisfactory, M = Marginal, U = Unsatisfactory, NA = Not Applicable, NI = Not Inspected

CONDITIONS					Location: Basin 1 Crab Dock
S	M	U	NA	NI	
<input checked="" type="checkbox"/>					Shore to dock ramp surface free of decay, screws and slick spots
<input checked="" type="checkbox"/>					Shore to dock ramp handrail 42" high with midrail and structurally sound
<input checked="" type="checkbox"/>					Shore to dock ramp connection
<input checked="" type="checkbox"/>					Shore to dock ramp dock roller and baseplate
			<input checked="" type="checkbox"/>		Shore to dock waterline
			<input checked="" type="checkbox"/>		Shore to dock main power
<input checked="" type="checkbox"/>					Floating dock walkway free of any material or obstruction, which would be unsafe
<input checked="" type="checkbox"/>					Floating dock walkway at least 3 feet wide
<input checked="" type="checkbox"/>					Floating dock free from excessive spring, deflection or lateral movement
			<input checked="" type="checkbox"/>		Floating dock corner pieces in place, secure and free from protruding nails and screws
			<input checked="" type="checkbox"/>		Floating dock waterline system
			<input checked="" type="checkbox"/>		Floating dock power and pedestals
			<input checked="" type="checkbox"/>		Floating dock fire extinguishers
<input checked="" type="checkbox"/>					Floating dock, dock bolts free from protruding
<input checked="" type="checkbox"/>					Floating dock piling
		<input checked="" type="checkbox"/>			Floating dock pile hoop and softeners
			<input checked="" type="checkbox"/>		Floating dock cleats
	<input checked="" type="checkbox"/>				Floating dock alignment connections
	<input checked="" type="checkbox"/>				Floating dock slab surface
			<input checked="" type="checkbox"/>		Floating dock grating
<input checked="" type="checkbox"/>					Floating dock walers
<input checked="" type="checkbox"/>					Floating dock rubboards
	<input checked="" type="checkbox"/>				Floating dock vegetation clear
	<input checked="" type="checkbox"/>				Floating dock moss clear
<input checked="" type="checkbox"/>					Access for operation and security

Inspected By:

Gary Netherton
Print Name

[Signature]
Signature

Date: 12-27-17

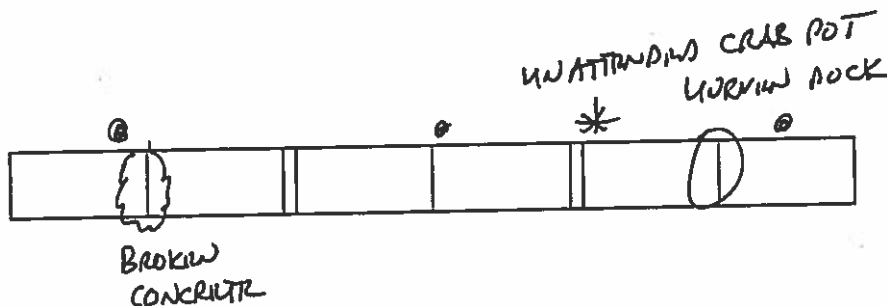
Satisfactory (S): The condition of the item will not result in system damage and, based on measured or estimated deterioration rate, it may be expected to remain satisfactory until the next control inspection.

Marginal (M): The condition of the item will not result in major damage nor, by itself, will it make the facility unsafe to dock a ship, provided it is corrected, repaired, or replaced in a timely manner. A number of such items as a group can make the facility unsafe. This shall be evaluated by the inspector.

Unsatisfactory (U): The condition of the item may cause system damage or loss and shall be corrected, repaired, or replaced immediately (if there is a ship in dock) or prior to docking a ship (if there is no ship in dock).

Not Applicable (NA): The item listed in the checklist is not present on the dry dock. Note that as items are added, removed, or replaced from the dry dock, the inspection checklist shall be updated to reflect the configuration changes.

Not Inspected (NI): The item was not inspected as part of the survey. It is not acceptable to mark an item NI unless there is a basis for expecting the item to be in a satisfactory condition.



CRAB DOCK



CRAB DOCK



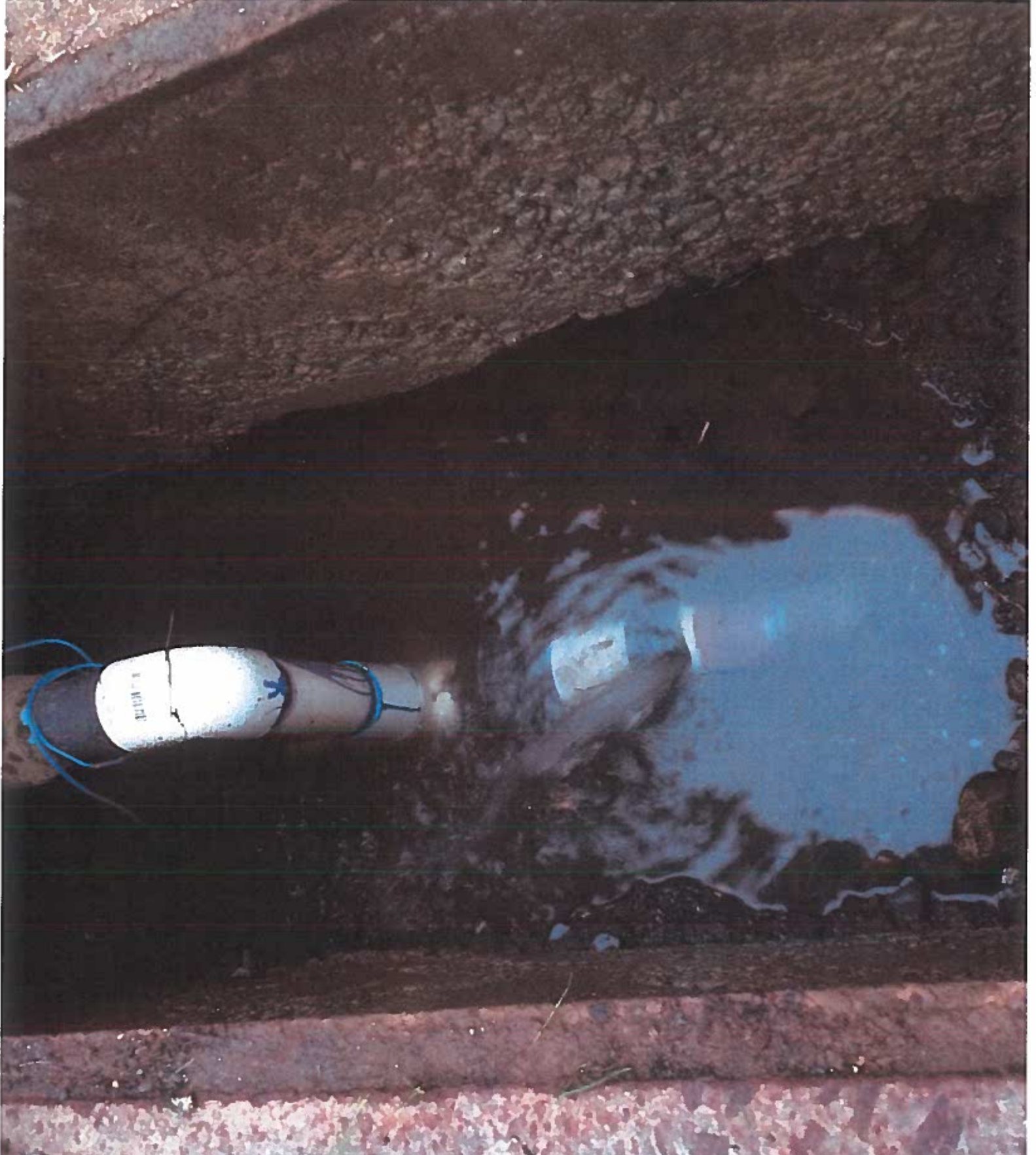








ICE HOUSE & COMMERCIAL
DOCK WATER MAIN



FUEL TANKS NEED
CLEANING + NEW
LABELS.

