

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

Old Port Office
16340 Lower Harbor Rd Ste 103
Harbor OR 97415

Tuesday, March 6, 2018 • 6:00 pm

Agenda

- 1. Call to Order, Pledge of Allegiance, and Roll Call**
- 2. Approval of Agenda**
- 3. Approval of Minutes**
 - a. Special Meeting – Friday, January 5, 2018
 - b. Special Meeting – Tuesday, January 9, 2018
- 4. Agenda Related Public Comments ***
- 5. Financial Review & Managers Report**
- 6. Old Business**
 - a. Budget Officer
 - b. Budget Committee
 - c. Port Rates
 - d. Subcommittees
- 7. New Business**
 - a. Harbor Master Position
 - b. D & R Equipment Repair Proposal
- 8. Non-Agenda Related Public Comments ***
- 9. Commissioners Report**
- 10. Adjournment**

* 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

This Institution is an Equal Opportunity Provider.

1. Call to Order and Roll Call:

President Christian called the meeting to order at 6:00 pm.

Commissioners Present: Position 1 Secretary Andy Martin, Position 2 Treasurer Roger Thompson, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian.

Staff Present: Port Manager Gary Dehlinger.

2. Approval of Agenda:

Treas. Thompson made a motion to approve the agenda as written.

Pres. Christian requested to add in correspondence and a complaint from the Pilot and distribute the information from our attorney regarding this.

Treas. Thompson made an amendment to his motion to include under 8B of New business, a complaint from the pilot and the stuff from our attorney. Seconded by Vice Pres. Barbas. Voting yes: unanimous.

3. Agenda Related Public Comments:

No agenda related public comments.

4. New Business:

a. Fuel Dock

Mr. Dehlinger informed the board of the condition of the fuel dock ramp, that the aluminum ramp was coming apart from the concrete connection, so we removed the aluminum ramp, lowered it down, and reconnected all the lines, and barricaded the ramps so nobody can use it. Mr. Dehlinger also warned the commissioners that this fix is just temporary. Extensive dialogue followed resulting in Vice Pres. Barbas suggesting talking to business Oregon and see if we could get a bridge loan against our 2019 lottery funds and to get an engineer started.

b. Pilot's Complaint

Pres. Christian informed the board that she was forwarded a complaint from the pilot, that was sent to Mr. Coffey, against the board for amending an agenda. Mr. Coffey responded, and Robin Fornoff, Editor, thanked him for the response and said that he would not agree with it and would be turning everything over to the pilot's attorney. President Christian wanted the rest of the commission to be made aware that this has happened, and the other thing is Mr. Coffey recited the ORS and the rules, and agrees with Mr. Coffey, that we have not done anything, or violated any public open meeting laws, and SDAO's General council called me this morning and reiterated the same thing that Mr. Coffey did. Vice Pres. Barbas was a little disturbed by Coffey's behavior in the matter of all the board members not getting this information, along with the Port Manager.

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5. Non-Agenda Related Public Comments:

No non-agenda related public comments.

6. Executive Session – pursuant to ORS 192.660(2)(b):

a. Personnel Issues

Board of Commissioners went into executive session at 6:20 PM

Board of Commissioners came out of executive session and back into open session at 7:51 PM

Motion by Commissioner Barbas to approve resolution 488. Commissioner Barbas read proposed resolution. Seconded by Commissioner Thompson. No discussion. Commissioner Davis: No; Commissioner Martin: Yes, Commissioner Barbas: Yes, Commissioner Thompson: Yes, President Christian: Yes. Motion passed 4-1.

Commissioners discussed how to move forward. Commissioner Martin said major current issues are OSMB boat launch dock replacement, FEMA Natural Hazard Mitigation Plan, Fuel dock issue, commercial crab season beginning soon. Commissioner Thompson said the port has the telehandler on order that is financed by Umpqua Bank. Commissioner Martin said the port also has the Righetti property issue. Extensive discussion followed on selecting an interim manager. Commissioner Barbas suggested contacting SDAO on both an interim manager and recruiting a general manager.

Commissioner Martin made a motion to have President Christian contact SDAO to discuss port manager position. Seconded by Commissioner Barbas. Commissioner Thompson: Yes, Commissioner Barbas: Yes, Commissioner Davis: Yes, Commissioner Martin: Yes, President Christian: Yes. Motion passed 5-0.

Commissioner Thompson made motion to have President Christian update Oregon IFA. Commissioner Barbas suggested the motion be amended to include contacting port attorney. Commissioner Thompson amended his motion, seconded by Commissioner Barbas. Commissioner Thompson: yes, Commissioner Barbas: Yes, Commissioner Davis: Yes, Commissioner Martin: Yes, President Christian: Yes. Motion passed 5-0.

Commissioner Barbas made motion to allow President Christian to have locks changed at port office and distribute keys and passcodes as she deems necessary. Seconded by Commissioner Thompson. Commissioner Thompson: Yes, Commissioner Barbas: Yes, Commissioner Davis: Yes, Commissioner Martin: Yes. President Christian: Yes. Motion passed 5-0.

Commissioner Barbas made motion for commissioners to meet weekly until an interim manager is in place. Seconded by Commissioner Davis. After discussion Commissioner Barbas amended his motion to hold weekly meetings on Tuesdays at 6 p.m. until an interim manager is in place. Seconded by Commissioner Martin. Commissioner Thompson:

Yes, Commissioner Barbas: Yes, Commissioner Davis: Yes, Commissioner Martin: Yes. President Christian: Yes. Motion passed 5-0.

Commissioner Thompson made motion that President Christian will take possession of the port manager's keys and cell phone. Seconded by Commissioner Barbas. Commissioner Thompson: Yes, Commissioner Barbas: Yes, Commissioner Davis: Yes, Commissioner Martin: Yes, President Christian: Yes. Motion passed 5-0.

Meeting in recess at 8:18 p.m. Meeting back in session at 8:20 p.m.

Commissioner Thompson made motion to have Skylar handle office manager duties and Brent supervise outside function. Commissioner Martin second. Commissioner Thompson: Yes, Commissioner Barbas: Yes, Commissioner Davis: Yes, Commissioner Martin: Yes, President Christian: Yes. Motion passed 5-0.

Commissioner Martin made motion to have Commissioner Thompson serve as the liaison with the outside staff and President Christian serve as liaison with office staff. Seconded by Commissioner Barbas. Commissioner Thompson: Yes, Commissioner Barbas: Yes, Commissioner Davis: Yes, Commissioner Martin: Yes, President Christian: Yes. Motion passed 5-0.

Commissioner Barbas made motion for President Christian to contact Kathy Hall regarding temporary interim manager, Seconded by Commissioner Davis. Commissioner Thompson: Yes, Commissioner Barbas: Yes, Commissioner Davis: Yes, Commissioner Martin: Yes, President Christian: Yes. Motion passed 5-0.

Meeting recessed and moved to executive session at 8:42.

Meeting back in open session, 9 p.m.

Commissioner Barbas made motion to allowed President Christian to proceed as discussed in executive session regarding interim manager. Seconded by Commissioner Davis. Commissioner Thompson: Yes, Commissioner Barbas: Yes, Commissioner Davis: Yes, Commissioner Martin: Yes, President Christian: Yes. Motion passed 5-0.

7. Adjournment:

The meeting was adjourned at 9:01 p.m.

Port Commissioner

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1. Call to Order and Roll Call:

President Christian called the meeting to order at 6:00 pm.

Commissioners Present: Position 1 Secretary Andy Martin, Position 2 Treasurer Roger Thompson, Position 3 Commissioner Roy Davis, Position 4 Vice President Jan Barbas, & Position 5 President Angi Christian.

Staff Present: Foreman Travis Webster and Administrative Assistant Danielle Shepard.

2. Approval of Agenda:

Vice Pres. Barbas stated that item 7H was to be removed from the agenda and that the board had just received a letter challenging item 7A and suggested to consult with council before proceeding with this item.

Pres. Christian read to the public the letter that was received from Mr. Ted Fitzgerald challenging item 7A. Pres. Christian was concerned because she did want to discuss with the board a current staff member continuing with temporary job duties that the board assigned.

Sec. Martin made a motion to add in under New Business a contract for an interim manager and staff interim duties. Seconded by Treas. Thompson.

Sec. Martin amended his motion to add in under New Business a contract for an interim manager. Seconded by Treas. Thompson. Voting yes: unanimous.

Sec. Martin made a motion to add in under New Business interim duties of current staff members. Seconded by Vice Pres. Barbas. Voting yes: unanimous.

Vice Pres. Barbas made a motion to remove items 7H and 7A from the agenda. Seconded by Treas. Thompson. Voting yes: unanimous

Vice Pres. Barbas made a motion to approve the agenda as amended. Seconded by Treas. Thompson. Voting yes: unanimous

3. Agenda Related Public Comments:

Bill Wood: Asked the board if they were replacing the port manager? Pres. Christian informed him that that is not on the agenda. Mr. Wood asked who are they hiring? Pres. Christian informed him that that is not on the agenda.

No other agenda related public comments.

4. New Business:

a. Operational Review

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Mr. Webster informed the Board of projects that the board and staff need to continue to stay focus on.

Miss. Shepard informed the board that Mr. Byrtus with Portside suites wanted to know how to proceed. The board agreed to proceed as normal and;

Vice Pres Barbas made a motion to give President Christian and Treasure Thompson signature authority for the Byrtus Sale. Seconded by Sec Martin. Voting yes: unanimous.

b. Contract for Interim Manager

Sec. Martin asked Comm. Davis and Treas. Thompson about the process in the past for hiring an interim manager.

Vice Pres. Barbas suggested that Pres. Christian and himself consult with Port Council regarding procedures that the board needs to follow to bring in an interim manager. Comm. Davis suggested to consult with SDAO also.

Vice. Pres. Barbas made a motion to authorize Pres. Christian to contact Port Council and SDAO Council to make sure we're following the practices we need to follow, with regard to getting an interim person to run the Port. Seconded by Treas. Thompson. Voting yes: unanimous.

c. Interim Duties for Staff

Pres. Christian suggested assigning Mr. Webster as a temporary outside person, to oversee and to keep us on schedule for the jobs that we have ongoing.

Vice Pres. Barbas made a motion that the board accepts staff recommendation to have Travis Webster in charge of the outside operations temporarily. Seconded by Comm. Davis. Voting yes: unanimous.

Comm. Davis asked about other staff members and their additional duties, and if it needs to be discussed about any adjustments or compensation for them. Mr. Webster informed the board that staff has put together what their extra duties are and what they wanted into their own envelopes, and the board will ultimately decide. Vice Pres. Barbas stated that that was the plan to discuss it in the executive session, but we are going to have to talk to council before we can open them and take action, and probably take action at next Tuesday's meeting.

Vice Pres. Barbas made a motion that President Christian also discuss temporary duty arrangements with staff, for staff with council. Seconded by Comm. Davis. Voting yes: unanimous.

5. Non-Agenda Related Public Comments:

Bill Wood asked if gates were going on the ramps on the commercial basin. He was informed yes, and they will have a keypad on them, and will be closed at night.

No other non-agenda related public comments.

6. Commissioners Report

Sec. Martin expressed concern regarding information going to the public that was discussed in executive session and cautioned the board.

Vice Pres. Barbas informed the board of some messages he had received from our engineer. The Natural Hazard Mitigation Plan has been accepted for review. The engineer suggested to be placed on a retainer, I asked the engineer to send us a sample contract and cover letter of explaining the advantages of entering into retainer. He will also give us some proposal for the BC Fisheries dock examination -- We probably have to look up the procurement rules and see how we need to be proceeding, may be get some other bids. The engineer did not think the fuel dock was as big deal as we've been concerned. He felt that it is not good. We all know it's not good, but he does not think that that concrete slab is not going to fall into water. It isn't-- Feels such moving basically down. It's tilting as it does so, but the center of gravity is down. And he thinks that if there were a break, it would be at the-- Disconnects and the loss of any fuel would be limited just to what's in the lines. He thought we should wait till the natural hazard medication plan goes through before we consider any action to try to get that moving. That doesn't change my impression of what he said and where we're at with him. Also, wanted to thank staff, I didn't get the impression they're here to do the board any favors. They're here for the community and I will thank them for being here. We'll do our best to support you.

President Christian informed the board that they gave me quite a list, at the end of the Friday night's meeting, and that everything that you requested me to do is done. Did work with staff yesterday and would like to thank staff for helping me. We received the call from James our agent from CAL/ORE, we had a little tour schedule for tomorrow and it was cancelled, it will be rescheduled in a month or two. He felt that this tour that's done, once a year, we're in such better shape than we have then, in years past and we were fine.

7. Executive Session – pursuant to ORS 192.660(2)(a)(f)(h):

** Please refer to page 1 for changes.*

f. To consider information or records that are exempt by law from public inspection.

Board of Commissioners went into executive session at 6:40 PM.

Board of Commissioners came out of executive session and back into open session at 7:24 PM.

Vice Pres. Barbas made a motion to adopt resolution 489 and resolution of the Port of Brooking's Harbor to resend the termination of Port Manager, Gary Dehlinger. Reinstate Gary Dehlinger to his position as General Manager of the Port of Brooking's Harbor and to place Gary Dehlinger on administrative leave. Second by Sec. Martin. Voting yes: unanimous.

8. Adjournment:

The meeting was adjourned at 7:30 p.m.

Port Commissioner

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Port of Brookings Harbor

Weekly Financial Report

DATE: Saturday 2/3/18-2/16/18 TWO WEEK ACTIVITY

Port Office Activity

1. Port employs eight (8) full-time hourly employee. The Port has hired an Interim Manager.
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 are closed on weekends.
3. Transfer of \$4659.00 from Debt Service Fund (Travelift) LGIP account to Debt Service Fund (Travelift) Umpqua account for monthly loan payment due 2/22/18.
4. Transfer of \$14,184 (Reimbursement for Trench Drain) from Capital Projects Umpqua Bank to General Fund LGIP. This amount satisfies inter-fund loan from General Fund to Capital Projects.
5. Transfer of \$43,227.00 from General Fund LGIP (Contingency) to Debt Service Fund Umpqua Bank for down payment of 2018 Genie Reach Forklift purchase.

UNRESTRICTED FUNDS, AS OF 2/16/2018.

- \$203,570.92 General Fund
- \$1557.51 Cash on Hand/Petty Cash (RV Park, Fuel Dock and Office Drawers)
- **\$205,128.43 GENERAL FUND, 30-Day reserve amount needed \$181,789 (without depreciation)**

Transferred from GF	Interest & Dividends	Combined Total	Restricted Funds
\$0.00		\$18,962.59	Capital Projects Fund (to keep pace with Deprecation, \$7,533 is needed 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)
\$9616.00		\$52,626.41	Debt Service Fund \$62,500 Quarterly (IFA Business Oregon) Week 6 & 7, next payment due March 31, 2018 (\$4807.69 average needed each week to reach payment, currently \$0 short)
\$2502		\$6810.00	Debt Service Fund \$4659 Monthly (Travel Lift Lease) Week 3 & 4, payment due 22 nd of each month – February 22, 2018 (\$1,164.75 average each week to reach payment, currently \$0 short)
\$43,227 (down pmt)		\$0.00	Debt Service Fund \$1465 Monthly (2018 Genie Reach Forklift) Week , payment due 15 th of each month – March 15, 2018 (\$338.01 average each week to reach payment, currently \$0 short)
\$0.00		\$50,689.80	Revenue Bond Fund \$143,132 Year (\$13,012 must remain in fund) USDA Loan - \$130,120, payment due Nov 5, 2018 – Week 10 (\$2502.30 average each week to reach payment, currently \$0 short)
		\$11,025.30	Reserve Fund (Approx. Total Deprecation to date \$2196.03. Yearly amount \$391,741)
\$140,114.10			RESTRICTED FUNDS, AS OF 2/16/18. 30-Day reserve amount needed to transfer monthly from General Fund to Debt Funds \$38,820

- **ACCOUNTS RECEIVABLE**, as of 1/26/2018

1-30 days/	43,009.30	31-60 days/	18,842.06	61-90 days/	608.57	90+ days/	13,598.06
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- **ACCOUNTS PAYABLE**, as of 1/12/2018

1-30 days/	10,591.92	31-60 days/	0	61-90 days/	0	90+ days/	16,000
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- \$375,000 6- Missed Quarterly IFA Payments, from March 2011 Tsunami damage
- \$ 44,419 Extra payments paid to date- with recent sale of FEMA Pipe, the Port will be submitting payment
- \$330,581 Remaining amount (Approximately)

Port of Brookings Harbor
General Funds (Check Register)

Accrual Basis

January 1, 2018- January 31, 2018

Type	Date	Num	Name	Memo	Amount
1001 - CASH & CASH EQUIVALENTS					
1002 - General Funds Ckg Umpqua 3634					
Bill Pmt -Check	01/19/2018		Audit Adjustment	QuickBooks generated zero amount transaction for bill payment stub	20,000.00
Transfer	01/24/2018			Funds Transfer LGIP General Fund to Umpqua General Fund	923.24
Bill Pmt -Check	01/25/2018	Debit	Parker Corporation LP	Funds Transfer USGC Jan Lease Pmt	-49.40
Check	01/02/2018	DEBIT	Elavon	TRANSCRIPT for 1/30/2018 Special Mtg	-314.09
Check	01/02/2018	DEBIT	Elavon	DECEMBER 2017 MERCHANT SERVICE FEE ACCT#316	-23.23
Check	01/02/2018	DEBIT	Elavon	DECEMBER 2017 Merchant Service Fee - acct#873 Ventek	-349.87
Check	01/02/2018	DEBIT	Elavon	DECEMBER 2017 MERCHANT SERVICE FEE ACCT#902	-38.94
Bill Pmt -Check	01/09/2018	DEBIT	Oregon Lodging Tax	DECEMBER 2017 MERCHANT SERVICE FEE ACCT#951	-1,252.95
Bill Pmt -Check	01/09/2018	DEBIT	Parker Corporation LP	BIN: 0294055-3	-25.74
Check	01/12/2018	DEBIT	ADP	TRANSCRIPT for 1/5/2018 Special Mtg	-113.35
Check	01/12/2018	DEBIT	Parker Corporation LP	Advice of Debit #506147869 PAYROLL 01/03/2018	-23.81
Check	01/19/2018	DEBIT	ADP	TRANSCRIPT for 12/29/17 Special Mtg	-97.25
Check	01/24/2018	DEBIT	ADP	Advice of Debit #506501317 PAYROLL 1/8/2018	-124.80
Bill Pmt -Check	01/18/2018	DEBIT	Parker Corporation LP	Advice of Debit #507323171 Period Ending Date: 12/31/2017	-125.61
Bill Pmt -Check	01/18/2018	DEBIT	Parker Corporation LP	TRANSCRIPT for 1/9/2018 Special Mtg	-115.36
Check	01/26/2018	DEBIT	ADP	Advice of Debit #507547926 PAYROLL 1/17/18	-122.15
Bill Pmt -Check	01/25/2018	DEBIT	Parker Corporation LP	TRANSCRIPT for 1/23/2018 Special Mtg	-13,098.74
General Journal	01/03/2018	PAY 1/3		Rec 1/3/2018 payroll- INCLUDES US BANK SEP IRA PMT CHECK \$1498.45	-4,891.20
General Journal	01/03/2018	TAX 1/3		Rec 1/3/2018 payroll Taxes	-4,807.00
General Journal	01/04/2018	IFA 1/4		To transfer to Debt Service funds for 1ST QTR IFA 2018 Pmt	-1,165.00
General Journal	01/04/2018	LIFT 1/4		To transfer to Debt Service funds for JAN 2018 Travelift payment	-2,503.00
General Journal	01/04/2018	USDA 1/4		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-3,690.09
General Journal	01/08/2018	PAY 1/8		REC 1/8/18 Gary Dehlinger Final Salary Pay and Unused PTO	-4,807.00
General Journal	01/11/2018	IFA 1/11		To transfer to Debt Service funds for 1ST QTR IFA 2018 Pmt	-1,165.00
General Journal	01/11/2018	LIFT 1/11		To transfer to Debt Service funds for JAN 2018 Travelift payment	-2,502.00
General Journal	01/11/2018	USDA 1/11		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-14,057.52
General Journal	01/18/2018	PAY 1/17		Rec 1/17/2018 payroll- INCLUDES US BANK SEP IRA PMT CHECK \$1498.45	-5,290.66
General Journal	01/17/2018	TAX 1/17		Rec 1/17/2018 payroll Taxes	-4,807.00
General Journal	01/18/2018	DEBT 1/18		To transfer to Debt Service funds for 1ST QTR IFA 2018 Pmt	-1,165.00
General Journal	01/18/2018	DEBT 1/18		To transfer to Debt Service Fund LGIP for Feb 2018 Travelift Pmt	-2,566.70
General Journal	01/08/2018	TAX 1/18		REC 1/8/18 Payroll TAXES	-2,502.00
General Journal	01/18/2018	USDA 1/18		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-4,807.00
General Journal	01/24/2018	DEBT 1/24		To transfer to Debt Service funds for 1ST QTR IFA 2018 Pmt	-1,165.00
General Journal	01/24/2018	DEBT 1/24		To transfer to Debt Service Fund LGIP for Feb 2018 Travelift Pmt	-2,502.00
General Journal	01/24/2018	USDA 1/24		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-14,897.39
General Journal	01/31/2018	PAY 1/31		Rec 1/31/2018 payroll- INCLUDES US BANK SEP IRA PMT CHECK \$1658.53	-5,276.31
General Journal	01/31/2018	TAX 1/31		Rec 1/31/2018 payroll Taxes	-1,008.20
Bill Pmt -Check	01/04/2018	8479	Keir's Ace Hardware Inc	Customer#56	-58.95
Bill Pmt -Check	01/04/2018	8480	BI-MART	Account #931481	-7,697.36
Bill Pmt -Check	01/04/2018	8481	Coos-Curry Electric Cooperative,...	ACCT # 67601	-856.86
Bill Pmt -Check	01/04/2018	8482	Fastenal Industrial Supplies	Customer No. ORBRK0013	-80.00
Bill Pmt -Check	01/04/2018	8483	Gowman Electric, Inc.	Replaced plug at Basin 2 Q-1	-106.58
Bill Pmt -Check	01/04/2018	8484	Grainger	ACCT# 822663001	-2,073.55
Bill Pmt -Check	01/04/2018	8485	Harbor Sanitary District	DEC 2017 Sanitary Bill	-475.12
Bill Pmt -Check	01/04/2018	8486	Oregon Gov Ethics	OGE0001059 000	-250.00
Bill Pmt -Check	01/04/2018	8487	Oregon Secretary of State	Filing Fee Fiscal Year ending June 30, 2017	-560.29
Bill Pmt -Check	01/04/2018	8488	US Bank Sep- IRA	Employer SEP Contributions Payroll 1/8/18- Gary Dehlinger	-10,980.70
Check	01/08/2018	8488		Account #2040-2434-001	
Bill Pmt -Check	01/11/2018	8489	Curry Transfer & Recycling		

Port of Brookings Harbor
General Funds (Check Register)

Accrual Basis

January 1, 2018 - January 31, 2018

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	01/11/2018	8490	Ferguson Enterprises, Inc.	Customer #1120898	-2,986.86
Bill Pmt -Check	01/11/2018	8491	Harbor Water District P.U.D.	11/21-12/20 SERVICE/WATER BILL	-904.34
Bill Pmt -Check	01/11/2018	8492	Rolo Rooter	2940-522445-001	-200.00
Bill Pmt -Check	01/11/2018	8493	South Coast Knight Security	Patrol for JANUARY 2018	-1,045.00
Bill Pmt -Check	01/11/2018	8494	Spec Dist Assoc of OR- Prop & ...	Policy#31P16414-203 Customer ID: 01-16414	-31.00
Bill Pmt -Check	01/11/2018	8495	West Marine Pro	3 DOCK BOX-POLY TRIANGLE (dock boxes-inventory)	-1,034.69
Bill Pmt -Check	01/11/2018	8496	Xerox Capital Services, LLC	January Statement	-969.29
Bill Pmt -Check	01/19/2018	8497	Anchor Lock & Key	Port Office new locks & keys	-205.00
Bill Pmt -Check	01/19/2018	8498	Carson	CUSTOMER # 76-0011262	-9,697.19
Bill Pmt -Check	01/19/2018	8499	Colvin Oil Co.	Repair/Replace Gas Nozzle	-45.00
Bill Pmt -Check	01/19/2018	8500	Eureka Oxygen Co.	DECEMBER 2017 Monthly Cylinder Rental	-152.87
Bill Pmt -Check	01/19/2018	8501	Gowman Electric, Inc.	Electrical Repair on pedestal Q Dock	-562.50
Bill Pmt -Check	01/19/2018	8502	Peterson Cat Rental Store	Account#4799830	-5,199.48
Bill Pmt -Check	01/19/2018	8503	Quill Corporation	ACCT#1932158	-712.77
Bill Pmt -Check	01/19/2018	8504	Spec Dist Assoc of OR- Healthc...	Customer #: 03-0016414	-5,990.55
Bill Pmt -Check	01/19/2018	8505	Stebbins Coffey & Collins	LEGAL ASSISTANCE DECEMBER 2017	-6,689.77
Bill Pmt -Check	01/19/2018	8506	Western Communications	ACCT# 816180	-538.13
Bill Pmt -Check	01/24/2018	8507	Bullet Rental	Landscape Loader rented to smooth roads around Marina	-1,540.00
Bill Pmt -Check	01/24/2018	8508	Colvin Oil Co.	Repair/Replace Gas Nozzle	-30.00
Bill Pmt -Check	01/24/2018	8509	Curry Equipment	January Statement	-189.95
Bill Pmt -Check	01/24/2018	8510	Del-Cur Supply Co-op	January Statement	-87.80
Bill Pmt -Check	01/24/2018	8511	Fastenal Industrial Supplies	Customer No. ORBRK0013	-15.39
Bill Pmt -Check	01/24/2018	8512	Gold Beach Lumber Yard, Inc.	Account #776	-302.74
Bill Pmt -Check	01/24/2018	8513	Grainger	ACCT# 822663001	-162.53
Bill Pmt -Check	01/24/2018	8514	Lease Finance Partners	LEASE#00040031070	-602.00
Bill Pmt -Check	01/24/2018	8515	Suburban Propane	PROPANE for RV Park delivery 12/29/17	-177.48
Total 1002 - General Funds Ckg Umpqua 3634					-143,793.79
1001 - CASH & CASH EQUIVALENTS - Other					
Total 1001 - CASH & CASH EQUIVALENTS - Other					-143,793.79
1020 - RESTRICTED - CASH/EQUIVALENTS					
1022 - USDA BOND Umpqua MM 9529					
Total 1022 - USDA BOND Umpqua MM 9529					
1024 - Capital Projects Umpqua 8018					
Transfer	01/11/2018			Funds Transfer from LGIP Capt Proj to Umpqua Capt Proj to pay bills	5,275.97
Transfer	01/25/2018			Funds Transfer USCG Jan Lease Pmt	-923.24
Bill Pmt -Check	01/04/2018	158	Keir's Ace Hardware Inc	Customer#56	-86.54
Bill Pmt -Check	01/04/2018	159	BI-MART	Account #931481	-93.96
Bill Pmt -Check	01/04/2018	160	Colvin Oil Co.	55 GAL DRUMS & FLOATS for Piling Removal Basin 1	-129.99
Bill Pmt -Check	01/11/2018	161	Curry Transfer & Recycling	Account #2040-2434-001	-2,248.36
Bill Pmt -Check	01/11/2018	162	Daily Journal of Commerce Inc.	Legal Notice - Invitation to Bid - OSMB Boarding Docks FG #1587	-273.70
Bill Pmt -Check	01/11/2018	163	Fastenal Industrial Supplies	Customer No. ORBRK0013	-5.62
Bill Pmt -Check	01/11/2018	164	John Kellum/John's Portable Wel...	Fabricate temporary fuel dock ramp w/hinge	-1,087.50
Bill Pmt -Check	01/11/2018	165	Pump Pipe & Tank Services, LLC	Drain Fuel Lines to allow work to be done	-1,750.30
Total 1024 - Capital Projects Umpqua 8018					-1,323.24
1028 - Debt Service Umpqua MM 8627					

Port of Brookings Harbor
General Funds (Check Register)

January 1, 2018 - January 31, 2018

Accrual Basis

Type	Date	Num	Name	Memo	Amount
IFA LOAN SAVINGS					
General Journal	01/17/2018	DEBT 1/17		To transfer to Debt Service funds for 1ST QTR IFA 2018 Pmt	2,181.97
Total IFA LOAN SAVINGS					2,181.97
TRAVEL LIFT					
Check	01/22/2018	DEBIT	m2 Lease LLC	Customer #107104 Loan#110561 Pmt #15	-4,659.00
General Journal	01/17/2018	DEBT 1/17		To transfer to Umpqua Bank Debt Service for Jan Travelift Pmt	2,471.00
Total TRAVEL LIFT					-2,188.00
1028 - Debt Service Umpqua MM 8627 - Other					
Total 1028 - Debt Service Umpqua MM 8627 - Other					-6.03
Total 1028 - Debt Service Umpqua MM 8627					-1,329.27
Total 1020 - RESTRICTED - CASH/EQUIVALENTS					
TOTAL					<u>-145,123.06</u>

Port of Brookings Harbor
Balance Sheet
As of January 31, 2018

Jan 31, 18

ASSETS

Current Assets

Checking/Savings

1001 · CASH & CASH EQUIVALENTS

1002 · General Funds Ckg Umpqua 3634 31,625.84

1005 · General Fund LGIP 6017 170,930.67

Total 1001 · CASH & CASH EQUIVALENTS 202,556.51

1006 · Cash on Hand/Petty Cash

1008 · Office/Financial Assistant 337.51

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 1,557.51

1020 · RESTRICTED - CASH/EQUIVALENTS

1022 · USDA BOND Umpqua MM 9529 2,502.38

1024 · Capital Projects Umpqua 8018 3,000.00

1028 · Debt Service Umpqua MM 8627

IFA LOAN SAVINGS 2,500.37

Total 1028 · Debt Service Umpqua MM 8627 2,500.37

1030 · Oregon State Treasury LGIP

1032 · USDA Bond Fund LGIP 6021 40,680.42

1034 · Capital Projects Fund LGIP 6019 19,082.59

1036 · Reserve Fund LGIP 6018 11,025.30

1038 · Debt Service Fund LGIP 6020

IFA LOAN 35,703.04

TRAVELIFT 3,495.00

Total 1038 · Debt Service Fund LGIP 6020 39,198.04

Total 1030 · Oregon State Treasury LGIP 109,986.35

Total 1020 · RESTRICTED - CASH/EQUIVALENTS 117,989.10

Total Checking/Savings 322,103.12

Accounts Receivable

1200 · Accounts Receivable Account 32,923.03

Total Accounts Receivable 32,923.03

Other Current Assets

1210 · A/R-Auditor Adjustment Account 32,891.00

1305 · FUEL Inventory 24,801.63

1310 · Prepaid Insurance 8,230.00

1320 · Due from Other Port Funds

1322 · Due from Capital Projects Fund 76,090.25

Total 1320 · Due from Other Port Funds 76,090.25

1330 · Trans out to Other Port Funds

1334 · Trans out to Capital Proj Fund 36,934.46

1336 · Trans out to Reserve Fund 11,000.00

1338 · Trans out to USDA Bond Fund 113,117.60

Port of Brookings Harbor
Balance Sheet
As of January 31, 2018

	<u>Jan 31, 18</u>
1340 · Trans out to Debt Service Fund	187,720.36
Total 1330 · Trans out to Other Port Funds	348,772.42
1400 · RECEIVABLES	
1402 · Tax Appropriations Receivable	22,893.00
1405 · Grants Receivables	
1408 · Dock Renovation L16010	1,562,157.00
Total 1405 · Grants Receivables	1,562,157.00
Total 1400 · RECEIVABLES	1,585,050.00
1499 · Undeposited Funds	2,645.00
Total Other Current Assets	2,078,480.30
Total Current Assets	2,433,506.45
Fixed Assets	
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 · 50 BFMII Travelift Mobile Boat	343,750.00
1635 · Ford F250 Truck	25,701.50
1630 · Equipment - Other	190,982.00
Total 1630 · Equipment	560,433.50
Total 1600 · Fixed Asset	19,697,613.93
1690 · Allowance for depreciation	-5,123,949.00
Total Fixed Assets	14,573,664.93
TOTAL ASSETS	17,007,171.38
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · General Fund Accts Payable	20,765.99
2002 · Capital Projects Accts Payable	19,120.00
Total Accounts Payable	39,885.99
Credit Cards	
2008 · RCU VISA ACCT	1,103.19
Total Credit Cards	1,103.19
Other Current Liabilities	
2012 · ACCRUED BENEFITS	22,830.55
2013 · Accrued Int Payable-Restricted	81,705.00
2015 · DEFERRED REVENUE	44,555.00
2020 · Security Deposits C/R	10,586.53
2022 · Key Deposit	620.00
2026 · Deposits Payable	1,000.00
2100 · Payroll Liabilities	

Port of Brookings Harbor
Balance Sheet
As of January 31, 2018

	Jan 31, 18
Employee Benefits	
2114 · Dental Insurance/Dependents	38.32
2116 · Medical Ins./Dependents	500.98
Total Employee Benefits	539.30
Total 2100 · Payroll Liabilities	539.30
2120 · Due to Other Port Funds	
2122 · Due to Capital Projects Fund	76,090.25
Total 2120 · Due to Other Port Funds	76,090.25
2130 · Trans in to Other Port Funds	
2134 · Trans in to Capital Proj Fund	36,934.46
2136 · Trans in to Reserve Fund	11,000.00
2138 · Trans in to USDA Bond Fund	113,117.60
2140 · Trans in to Debt Service Fund	187,720.36
Total 2130 · Trans in to Other Port Funds	348,772.42
2150 · Current Portion of LT Debt	377,043.00
Total Other Current Liabilities	963,742.05
Total Current Liabilities	1,004,731.23
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 BFMII Travelift Mobile Boat	275,174.00
2235 · Land Purchase-Kyle Aubin	16,416.00
2250 · OEDD/Restructure Prin Pmts	
IFA/OBDD LOANS	
2256 · IFA/OBDD #520139/Boardwalk	83,455.96
2257 · IFA/OBDD #525172/RV Park Improv	143,678.66
2258 · IFA/OBDD #525176/Green Bldg	319,277.12
2259 · IFA/OBDD #525181/EurekaFishery	211,300.68
Total IFA/OBDD LOANS	757,712.42
IFA/SPWF LOANS	
2251 · IFA/SPWF L02009/Cold Storage	858,818.36
2263 · IFA/SPWF L96003/RV Park Beach	85,579.47
2264 · IFA/SPWF L98004/Dock Improv	239,487.65
2265 · L02001/Marine Fueling Dock	215,780.00
2266 · X03004/Eureka Fishery Invoice	229,562.57
2267 · L16010/Comm Rec Dock Reno	1,520,579.00
Total IFA/SPWF LOANS	3,149,807.05
Total 2250 · OEDD/Restructure Prin Pmts	3,907,519.47
Total 2200 · Notes Payable	5,421,181.34
2207 · Accrued interest payable	2,730,127.00
2290 · Less current portion	-377,043.00
Total Long Term Liabilities	7,774,265.34

Port of Brookings Harbor
Balance Sheet
As of January 31, 2018

	<u>Jan 31, 18</u>
Total Liabilities	8,778,996.57
Equity	
2900 · Port Equity Account	7,877,634.61
Net Income	<u>350,540.20</u>
Total Equity	<u>8,228,174.81</u>
TOTAL LIABILITIES & EQUITY	<u><u>17,007,171.38</u></u>

Port of Brookings Harbor
Profit & Loss Budget Performance
July 2017 through January 2018

	Jul '17 - Jan 18	Budget	% of Budget
Ordinary Income/Expense			
Income			
4100 · MARINA/ADMINISTRATION	313,250.57	731,532.00	42.8%
4200 · COMMERCIAL RETAIL	290,856.49	559,042.00	52.0%
4400 · RV PARK	343,321.65	545,395.00	62.9%
4500 · FUEL SALES	197,053.46	564,761.00	34.9%
4550 · SPECIAL EVENT			
4600 · BOATYARD	61,088.10	222,240.00	27.5%
4700 · ICE HOUSE			
4800 · COLD STORAGE			
4900 · PROPERTY GROUND USE	28,932.25	12,100.00	239.1%
Total Income	1,234,502.52	2,635,070.00	46.8%
Gross Profit	1,234,502.52	2,635,070.00	46.8%
Expense			
5000 · PERSONNEL SERVICES/PAYR...			
5010 · WAGES & SALARIES	223,615.71	452,006.00	49.5%
5060 · EMPLOYEE COSTS & BENEFITS	131,846.99	144,250.00	91.4%
5540 · MINI-MART (Cost of Goods)			
6000 · MATERIALS & SERVICES			
6001 · ADVERTISING & NOTIFICATIONS	7,480.71	6,549.00	114.2%
6100 · REPAIRS & MAINTENANCE	130,097.88	241,072.00	54.0%
6150 · FUEL purchased for resale	158,905.44	440,400.00	36.1%
6200 · UTILITIES	169,105.08	316,389.00	53.4%
6300 · OFFICE EXPENSE	27,936.75	53,806.00	51.9%
6350 · BANK SERVICE & FINANCE FEES	14,725.21	28,505.00	51.7%
6400 · TRAVEL & ENTERTAINMENT	50.00	2,340.00	2.1%
6500 · PERMITS, LICENSES, TAXES & ...	11,684.25	20,208.00	57.8%
6550 · SPECIAL EVENTS			
6585 · HARBOR RFPD SERVICE	15,000.00	15,000.00	100.0%
6600 · BAD DEBT	8,860.84	5,507.00	160.9%
6800 · INSURANCE; PROP & CAS, BO...	49,866.90	96,852.00	51.5%
6900 · PROFESSIONAL FEES	56,074.56	63,272.00	88.6%
Total Expense	1,005,250.32	1,886,156.00	53.3%
Net Ordinary Income	229,252.20	748,914.00	30.6%
Other Income/Expense			
Other Income			
7000 · PROPERTY TAX	214,715.31	205,000.00	104.7%
7100 · INTEREST & DIVIDENDS INCOME	734.22		
7110 · MISC INCOME	20,459.65		100.0%

Port of Brookings Harbor
Profit & Loss Budget Performance
July 2017 through January 2018

	<u>Jul '17 - Jan 18</u>	<u>Budget</u>	<u>% of Budget</u>
7170 · Sale of Assets	34,236.40		
7200 · GRANT REVENUES	4,785.00	1,880,213.00	0.3%
7300 · FEMA REVENUE		819,761.00	
7400 · Dredging/Income			
Total Other Income	274,930.58	2,904,974.00	9.5%
Other Expense			
8055 · CAPITAL PROJECTS/REPAIRS	32,433.82	65,000.00	49.9%
8100 · FEMA EXPENSES	6,786.34	1,000,000.00	0.7%
8200 · GRANT EXPENSES	39,737.64	529,785.00	7.5%
8400 · DEBT SERVICE FUND	10,294.69	17,237.00	59.7%
8600 · USDA REVENUE BOND	64,390.09	64,372.00	100.0%
Total Other Expense	153,642.58	1,676,394.00	9.2%
Net Other Income	121,288.00	1,228,580.00	9.9%
Net Income	350,540.20	1,977,494.00	17.7%

Port of Brookings Harbor
Port Profit & Loss
January 2018

	<u>Jan 18</u>
Ordinary Income/Expense	
Income	
4100 · MARINA/ADMINISTRATION	
4120 · Finance Charges/Income	203.69
4125 · Administrative Fees	25.00
4130 · Boat Launch	885.00
4135 · Storage	3,972.12
4300 · MOORAGE	
4310 · Commercial Slip Rent	18,183.90
4320 · Recreational Slip Rent	13,168.64
4325 · Transient	552.20
4330 · Liveaboard	
4340 · Moorage Electric	5,483.72
Total 4300 · MOORAGE	<u>37,388.46</u>
Total 4100 · MARINA/ADMINISTRATION	42,474.27
4200 · COMMERCIAL RETAIL	
4210 · Commercial Retail Lease	40,936.59
4211 · CR/ Electric	68.07
4212 · CR/ Water	90.00
4214 · CR/ Sewer	32.08
4222 · CPI-U	149.26
Total 4200 · COMMERCIAL RETAIL	<u>41,276.00</u>
4400 · RV PARK	
4410 · Space Rental	22,809.00
4450 · Wood Sales	140.00
4470 · Misc Purchases & Sales	150.00
Total 4400 · RV PARK	<u>23,099.00</u>
4500 · FUEL SALES	15,354.09
4600 · BOATYARD	
4630 · Other Services & Sales	553.60
4635 · Travel Lift Haul Out	594.00
4655 · Yard Days	1,438.00
Total 4600 · BOATYARD	<u>2,585.60</u>
4900 · PROPERTY GROUND USE	
4920 · Labor	50.00
Total 4900 · PROPERTY GROUND USE	<u>50.00</u>
Total Income	<u>124,838.96</u>
Gross Profit	124,838.96
Expense	
5010 · WAGES & SALARIES	
5012 · OFFICE STAFF	
5014 · Salary/Port Manager	1,211.62
5016 · Wages/Port Office	19,419.44
5018 · Wages/RV Park	2,807.09

Port of Brookings Harbor
Port Profit & Loss
January 2018

	<u>Jan 18</u>
Total 5012 · OFFICE STAFF	23,438.15
5020 · OPERATIONS STAFF	
5021 · Wages/Boatyard	6,823.24
5022 · Wages/Comm Retail	498.71
5023 · Wages/Fuel Dock	391.13
5025 · Wages/Marina	4,928.49
5026 · Wages/RV Park	1,630.45
5028 · Wages/Capital Projects	1,475.52
Total 5020 · OPERATIONS STAFF	<u>15,747.54</u>
5040 · OVERTIME	
5042 · OFFICE/OVERTIME	
5044 · Overtime/Port Office	187.32
5046 · Overtime/RV Park Office	5.12
Total 5042 · OFFICE/OVERTIME	<u>192.44</u>
5050 · OPERATIONS/OVERTIME	
5051 · Overtime/Boatyard	1,172.58
5055 · Overtime/Marina	456.18
5057 · Overtime/Capital Projects	113.79
Total 5050 · OPERATIONS/OVERTIME	<u>1,742.55</u>
Total 5040 · OVERTIME	<u>1,934.99</u>
Total 5010 · WAGES & SALARIES	41,120.68
5060 · EMPLOYEE COSTS & BENEFITS	
5062 · Disability Bank	425.25
5064 · Paid Holidays	3,752.10
5066 · Non Tax Mileage Reimbursement	151.13
5068 · Paid Time Off	7,740.43
5070 · Payroll Taxes	6,187.56
5074 · Personal Vehicle Allowance	484.73
5076 · Health Care and Dental	5,451.25
5090 · SEP Retirement	
5092 · Port Manager	950.25
5094 · Office	1,617.63
5096 · Operations	2,147.80
5090 · SEP Retirement - Other	560.29
Total 5090 · SEP Retirement	<u>5,275.97</u>
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>29,468.42</u>
6001 · ADVERTISING & NOTIFICATIONS	
6004 · Legal Notices	273.70
6001 · ADVERTISING & NOTIFICATIONS - Other	540.00
Total 6001 · ADVERTISING & NOTIFICATIONS	<u>813.70</u>
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	2,250.90
6115 · Services & Supplies	9,647.90
6135 · Security Contract	2,225.00

Port of Brookings Harbor
Port Profit & Loss
January 2018

	<u>Jan 18</u>
Total 6100 · REPAIRS & MAINTENANCE	14,123.80
6150 · FUEL purchased for resale	12,846.11
6200 · UTILITIES	
6210 · Telecommunications	698.65
6220 · Electric	8,693.22
6230 · Water	904.34
6240 · Sanitary	2,073.55
6250 · Waste Management	11,180.70
6260 · Cable TV	456.99
Total 6200 · UTILITIES	<u>24,007.45</u>
6300 · OFFICE EXPENSE	
6315 · Office Services & Supplies	1.40
6320 · Leased Equipment(Incl'g copier)	1,571.29
6330 · Dues, Subs & Pubs	45.00
6345 · Postage	16.29
Total 6300 · OFFICE EXPENSE	<u>1,633.98</u>
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	731.83
6360 · Bank Service Charge/Fees	0.35
Total 6350 · BANK SERVICE & FINANCE FEES	<u>732.18</u>
6500 · PERMITS, LICENSES, TAXES & MISC	
6510 · Conferences/Education/Meetings	26.48
6525 · Lodging Taxes	1,252.95
Total 6500 · PERMITS, LICENSES, TAXES & MISC	<u>1,279.43</u>
6600 · BAD DEBT	7,943.11
6800 · INSURANCE; PROP & CAS, BOND	31.00
6900 · PROFESSIONAL FEES	
6920 · Audit	477.15
6935 · Legal	6,689.77
6945 · IT Support/Services	149.00
6955 · Payroll Administration Fee	450.76
Total 6900 · PROFESSIONAL FEES	<u>7,766.68</u>
Total Expense	<u>141,766.54</u>
Net Ordinary Income	-16,927.58
Other Income/Expense	
Other Income	
7000 · PROPERTY TAX	
7010 · Previously Levied Tax	833.18
7020 · Current Tax Levy	6,987.19
Total 7000 · PROPERTY TAX	<u>7,820.37</u>
7100 · INTEREST & DIVIDENDS INCOME	419.04
7110 · MISC INCOME	
7120 · Restitution & Settlements	83.07
7160 · REFUNDS	297.00

Port of Brookings Harbor
Port Profit & Loss
January 2018

	<u>Jan 18</u>
Total 7110 · MISC INCOME	380.07
7170 · Sale of Assets	610.00
Total Other Income	9,229.48
Other Expense	
8100 · FEMA EXPENSES	
8125 · FEMA/OEM Fuel Ramp Repairs	1,087.50
8128 · FEMA/Basin 2 Slopes	3,120.00
Total 8100 · FEMA EXPENSES	4,207.50
8200 · GRANT EXPENSES	
8210 · Parking Improvement Grant #1481	2,248.36
Total 8200 · GRANT EXPENSES	2,248.36
8400 · DEBT SERVICE FUND	
8430 · Paid Interest	
8443 · 50 BFMII Travellift Interest	1,311.65
Total 8430 · Paid Interest	1,311.65
Total 8400 · DEBT SERVICE FUND	1,311.65
Total Other Expense	7,767.51
Net Other Income	1,461.97
Net Income	-15,465.61

Port of Brookings Harbor
Profit & Loss Previous Year Comparison
January 2018

Ordinary Income/Expense	Jan 18	Jan 17	\$ Change	% Change
Income				
4100 · MARINA/ADMINISTRATION				
4110 · Returned Check Charges		35.00	-35.00	-100.0%
4120 · Finance Charges/Income	203.69	-397.72	601.41	151.21%
4125 · Administrative Fees	25.00		25.00	100.0%
4130 · Boat Launch	885.00	2,385.00	-1,500.00	-62.89%
4135 · Storage	3,972.12	8,454.41	-4,482.29	-53.02%
4300 · MOORAGE				
4310 · Commercial Slip Rent	18,183.90	22,490.00	-4,306.10	-19.15%
4320 · Recreational Slip Rent	13,168.64	14,546.85	-1,378.21	-9.47%
4325 · Transient	552.20	4,939.00	-4,386.80	-88.82%
4330 · Liveaboard				
4335 · Dock Box		186.00	-186.00	-100.0%
4340 · Moorage Electric	5,483.72	5,109.64	374.08	7.32%
Total 4300 · MOORAGE	37,388.46	47,271.49	-9,883.03	-20.91%
Total 4100 · MARINA/ADMINISTRATION	42,474.27	57,748.18	-15,273.91	-26.45%
4200 · COMMERCIAL RETAIL				
4210 · Commercial Retail Lease	40,936.59	33,070.39	7,866.20	23.79%
4211 · CR/ Electric	68.07		68.07	100.0%
4212 · CR/ Water	90.00	31.00	59.00	190.32%
4214 · CR/ Sewer	32.08	562.70	-530.62	-94.3%
4215 · Property Tax		2,971.04	-2,971.04	-100.0%
4222 · CPI-U	149.26		149.26	100.0%
Total 4200 · COMMERCIAL RETAIL	41,276.00	36,635.13	4,640.87	12.67%
4400 · RV PARK				
4410 · Space Rental	22,809.00	16,054.50	6,754.50	42.07%
4430 · Mini Mart		1.50	-1.50	-100.0%
4440 · Laundry & Showers		232.50	-232.50	-100.0%
4450 · Wood Sales	140.00		140.00	100.0%
4470 · Misc Purchases & Sales	150.00		150.00	100.0%
Total 4400 · RV PARK	23,099.00	16,288.50	6,810.50	41.81%
4500 · FUEL SALES	15,354.09	38,968.41	-23,614.32	-60.6%
4600 · BOATYARD				
4630 · Other Services & Sales	553.60	600.00	-46.40	-7.73%
4635 · Travel Lift Haul Out	594.00		594.00	100.0%
4655 · Yard Days	1,438.00	-2,193.84	3,631.84	165.55%
Total 4600 · BOATYARD	2,585.60	-1,593.84	4,179.44	262.23%
4700 · ICE HOUSE		1,080.00	-1,080.00	-100.0%
4800 · COLD STORAGE		36.09	-36.09	-100.0%
4900 · PROPERTY GROUND USE				
4910 · Grounds Use Fee		2,700.00	-2,700.00	-100.0%
4920 · Labor	50.00		50.00	100.0%
Total 4900 · PROPERTY GROUND USE	50.00	2,700.00	-2,650.00	-98.15%

Port of Brookings Harbor
Profit & Loss Previous Year Comparison
January 2018

	Jan 18	Jan 17	\$ Change	% Change
Total Income	124,838.96	151,862.47	-27,023.51	-17.8%
Gross Profit	124,838.96	151,862.47	-27,023.51	-17.8%
Expense				
5010 · WAGES & SALARIES				
5012 · OFFICE STAFF				
5014 · Salary/Port Manager	1,211.62	5,769.60	-4,557.98	-79.0%
5016 · Wages/Port Office	19,419.44	5,934.00	13,485.44	227.26%
5018 · Wages/RV Park	2,807.09	2,228.00	579.09	25.99%
Total 5012 · OFFICE STAFF	23,438.15	13,931.60	9,506.55	68.24%
5020 · OPERATIONS STAFF				
5021 · Wages/Boatyard	6,823.24	8,120.32	-1,297.08	-15.97%
5022 · Wages/Comm Retail	498.71		498.71	100.0%
5023 · Wages/Fuel Dock	391.13		391.13	100.0%
5025 · Wages/Marina	4,928.49		4,928.49	100.0%
5026 · Wages/RV Park	1,630.45		1,630.45	100.0%
5028 · Wages/Capital Projects	1,475.52		1,475.52	100.0%
Total 5020 · OPERATIONS STAFF	15,747.54	8,120.32	7,627.22	93.93%
5040 · OVERTIME				
5042 · OFFICE/OVERTIME				
5044 · Overtime/Port Office	187.32		187.32	100.0%
5046 · Overtime/RV Park Office	5.12		5.12	100.0%
5042 · OFFICE/OVERTIME - Other		453.77	-453.77	-100.0%
Total 5042 · OFFICE/OVERTIME	192.44	453.77	-261.33	-57.59%
5050 · OPERATIONS/OVERTIME				
5051 · Overtime/Boatyard	1,172.58		1,172.58	100.0%
5055 · Overtime/Marina	456.18		456.18	100.0%
5057 · Overtime/Capital Project	113.79		113.79	100.0%
5050 · OPERATIONS/OVERTIME - Other		1,105.14	-1,105.14	-100.0%
Total 5050 · OPERATIONS/OVERTIME	1,742.55	1,105.14	637.41	57.68%
Total 5040 · OVERTIME	1,934.99	1,558.91	376.08	24.13%
Total 5010 · WAGES & SALARIES	41,120.68	23,610.83	17,509.85	74.16%
5060 · EMPLOYEE COSTS & BENEFITS				
5062 · Disability Bank	425.25	449.00	-23.75	-5.29%
5064 · Paid Holidays	3,752.10	2,328.00	1,424.10	61.17%
5066 · Non Tax Mileage Reimbursement	151.13	132.90	18.23	13.72%
5068 · Paid Time Off	7,740.43	3,174.58	4,565.85	143.83%
5070 · Payroll Taxes	6,187.56	3,653.51	2,534.05	69.36%
5074 · Personal Vehicle Allowance	484.73	277.00	207.73	74.99%
5076 · Health Care and Dental	5,451.25	4,490.58	960.67	21.39%
5090 · SEP Retirement				
5092 · Port Manager	950.25	604.66	345.59	57.15%
5094 · Office	1,617.63	970.75	646.88	66.64%
5096 · Operations	2,147.80	1,396.51	751.29	53.8%
5090 · SEP Retirement - Other	560.29		560.29	100.0%

Port of Brookings Harbor
Profit & Loss Previous Year Comparison
January 2018

	Jan 18	Jan 17	\$ Change	% Change
Total 5090 · SEP Retirement	5,275.97	2,971.92	2,304.05	77.53%
Total 5060 · EMPLOYEE COSTS & BENEFITS	29,468.42	17,477.49	11,990.93	68.61%
6001 · ADVERTISING & NOTIFICATIONS				
6002 · Marketing & Advertising		500.00	-500.00	-100.0%
6004 · Legal Notices	273.70	368.33	-94.63	-25.69%
6001 · ADVERTISING & NOTIFICATIONS	540.00	583.75	-43.75	-7.5%
Total 6001 · ADVERTISING & NOTIFICATIONS	813.70	1,452.08	-638.38	-43.96%
6100 · REPAIRS & MAINTENANCE				
6110 · Maintenance & Repairs	2,250.90	25,369.06	-23,118.16	-91.13%
6115 · Services & Supplies	9,647.90	895.83	8,752.07	976.98%
6120 · Landscaping & Beautification		345.00	-345.00	-100.0%
6130 · Janitorial Services		2,000.00	-2,000.00	-100.0%
6135 · Security Contract	2,225.00	1,000.00	1,225.00	122.5%
Total 6100 · REPAIRS & MAINTENANCE	14,123.80	29,609.89	-15,486.09	-52.3%
6150 · FUEL purchased for resale	12,846.11	31,374.17	-18,528.06	-59.06%
6200 · UTILITIES				
6210 · Telecommunications	698.65	1,084.88	-386.23	-35.6%
6220 · Electric	8,693.22	17,158.58	-8,465.36	-49.34%
6230 · Water	904.34	2,107.06	-1,202.72	-57.08%
6240 · Sanitary	2,073.55	1,983.80	89.75	4.52%
6250 · Waste Management	11,180.70	6,641.79	4,538.91	68.34%
6260 · Cable TV	456.99	398.68	58.31	14.63%
6270 · Propane Gas		-419.37	419.37	100.0%
Total 6200 · UTILITIES	24,007.45	28,955.42	-4,947.97	-17.09%
6300 · OFFICE EXPENSE				
6315 · Office Services & Supplies	1.40	186.76	-185.36	-99.25%
6320 · Leased Equipment(incl'g copier)	1,571.29	1,502.97	68.32	4.55%
6330 · Dues, Subs & Pubs	45.00	245.00	-200.00	-81.63%
6345 · Postage	16.29	408.70	-392.41	-96.01%
Total 6300 · OFFICE EXPENSE	1,633.98	2,343.43	-709.45	-30.27%
6350 · BANK SERVICE & FINANCE FEES				
6335 · Merchant Services Fees	731.83	1,325.66	-593.83	-44.8%
6360 · Bank Service Charge/Fees	0.35	10.00	-9.65	-96.5%
6365 · Finance Charge/Late Fee		7.47	-7.47	-100.0%
Total 6350 · BANK SERVICE & FINANCE FEE	732.18	1,343.13	-610.95	-45.49%
6500 · PERMITS, LICENSES, TAXES & MISC				
6510 · Conferences/Education/Meetings	26.48	814.23	-787.75	-96.75%
6525 · Lodging Taxes	1,252.95	832.86	420.09	50.44%
6545 · Taxes-Property		4,706.83	-4,706.83	-100.0%
6582 · Lien Expenses		100.00	-100.00	-100.0%
Total 6500 · PERMITS, LICENSES, TAXES & I	1,279.43	6,453.92	-5,174.49	-80.18%
6600 · BAD DEBT	7,943.11	450.97	7,492.14	1,661.34%
6800 · INSURANCE; PROP & CAS, BOND	31.00	12,316.35	-12,285.35	-99.75%
6900 · PROFESSIONAL FEES				

Port of Brookings Harbor
Profit & Loss Previous Year Comparison
January 2018

	Jan 18	Jan 17	\$ Change	% Change
6920 · Audit	477.15		477.15	100.0%
6924 · Management Consulting		1,977.20	-1,977.20	-100.0%
6935 · Legal	6,689.77	1,105.50	5,584.27	505.14%
6945 · IT Support/Services	149.00	149.00		
6955 · Payroll Administration Fee	450.76	515.90	-65.14	-12.63%
Total 6900 · PROFESSIONAL FEES	7,766.68	3,747.60	4,019.08	107.24%
Total Expense	141,766.54	159,135.28	-17,368.74	-10.91%
Net Ordinary Income	-16,927.58	-7,272.81	-9,654.77	-132.75%
Other Income/Expense				
Other Income				
7000 · PROPERTY TAX				
7010 · Previously Levied Tax	833.18	528.36	304.82	57.69%
7020 · Current Tax Levy	6,987.19	6,483.03	504.16	7.78%
Total 7000 · PROPERTY TAX	7,820.37	7,011.39	808.98	11.54%
7100 · INTEREST & DIVIDENDS INCOME	419.04	12.30	406.74	3,306.83%
7110 · MISC INCOME				
7120 · Restitution & Settlements	83.07		83.07	100.0%
7160 · REFUNDS	297.00		297.00	100.0%
Total 7110 · MISC INCOME	380.07		380.07	100.0%
7170 · Sale of Assets	610.00		610.00	100.0%
Total Other Income	9,229.48	7,023.69	2,205.79	31.41%
Other Expense				
8100 · FEMA EXPENSES				
8125 · FEMA/OEM Fuel Ramp Repairs	1,087.50		1,087.50	100.0%
8128 · FEMA/Basin 2 Slopes	3,120.00		3,120.00	100.0%
Total 8100 · FEMA EXPENSES	4,207.50		4,207.50	100.0%
8200 · GRANT EXPENSES				
8210 · Parking Improvement Grant #1481	2,248.36		2,248.36	100.0%
8240 · Basin 1 Piling Project		600.00	-600.00	-100.0%
Total 8200 · GRANT EXPENSES	2,248.36	600.00	1,648.36	274.73%
8400 · DEBT SERVICE FUND				
8430 · Paid Interest				
8443 · 50 BFMII Travelift Interest	1,311.65	1,496.95	-185.30	-12.38%
Total 8430 · Paid Interest	1,311.65	1,496.95	-185.30	-12.38%
Total 8400 · DEBT SERVICE FUND	1,311.65	1,496.95	-185.30	-12.38%
Total Other Expense	7,767.51	2,096.95	5,670.56	270.42%
Net Other Income	1,461.97	4,926.74	-3,464.77	-70.33%
Net Income	-15,465.61	-2,346.07	-13,119.54	-559.21%

Port of Brookings Harbor
RV PARK
January 2018

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
4400 · RV PARK	
4450 · Wood Sales	140.00
4470 · Misc Purchases & Sales	150.00
4410 · Space Rental	22,809.00
Total 4400 · RV PARK	<u>23,099.00</u>
Total Income	<u>23,099.00</u>
Gross Profit	23,099.00
Expense	
6900 · PROFESSIONAL FEES	
6945 · IT Support/Services	149.00
Total 6900 · PROFESSIONAL FEES	<u>149.00</u>
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	349.87
Total 6350 · BANK SERVICE & FINANCE FEES	<u>349.87</u>
6300 · OFFICE EXPENSE	
6320 · Leased Equipment(incl'g copier)	602.00
Total 6300 · OFFICE EXPENSE	<u>602.00</u>
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	616.55
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>616.55</u>
6500 · PERMITS, LICENSES, TAXES & MISC	
6525 · Lodging Taxes	1,252.95
Total 6500 · PERMITS, LICENSES, TAXES & MISC	<u>1,252.95</u>
6100 · REPAIRS & MAINTENANCE	
6115 · Services & Supplies	249.99
6110 · Maintenance & Repairs	1,288.41
6135 · Security Contract	2,000.00
Total 6100 · REPAIRS & MAINTENANCE	<u>3,538.40</u>
6200 · UTILITIES	
6230 · Water	73.70
6210 · Telecommunications	154.29
6240 · Sanitary	238.53
6260 · Cable TV	456.99
6250 · Waste Management	1,287.72
6220 · Electric	1,346.88
Total 6200 · UTILITIES	<u>3,558.11</u>
5010 · WAGES & SALARIES	
5040 · OVERTIME	
5042 · OFFICE/OVERTIME	
5046 · Overtime/RV Park Office	5.12
Total 5042 · OFFICE/OVERTIME	<u>5.12</u>
Total 5040 · OVERTIME	<u>5.12</u>

Port of Brookings Harbor
RV PARK
January 2018

	<u>TOTAL</u>
5020 · OPERATIONS STAFF	
5026 · Wages/RV Park	1,630.45
Total 5020 · OPERATIONS STAFF	<u>1,630.45</u>
5012 · OFFICE STAFF	
5018 · Wages/RV Park	2,807.09
Total 5012 · OFFICE STAFF	<u>2,807.09</u>
Total 5010 · WAGES & SALARIES	<u>4,442.66</u>
Total Expense	<u>14,509.54</u>
Net Ordinary Income	<u>8,589.46</u>
Net Income	<u><u>8,589.46</u></u>

Port of Brookings Harbor
BOATYARD
 January 2018

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
4600 · BOATYARD	
4630 · Other Services & Sales	266.60
4635 · Travel Lift Haul Out	594.00
4655 · Yard Days	1,200.00
Total 4600 · BOATYARD	<u>2,060.60</u>
Total Income	<u>2,060.60</u>
Gross Profit	<u>2,060.60</u>
Expense	
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	1,112.35
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>1,112.35</u>
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	122.29
6115 · Services & Supplies	6,230.93
Total 6100 · REPAIRS & MAINTENANCE	<u>6,353.22</u>
6600 · BAD DEBT	7,908.36
5010 · WAGES & SALARIES	
5040 · OVERTIME	
5050 · OPERATIONS/OVERTIME	
5051 · Overtime/Boatyard	1,172.58
Total 5050 · OPERATIONS/OVERTIME	<u>1,172.58</u>
Total 5040 · OVERTIME	<u>1,172.58</u>
5020 · OPERATIONS STAFF	
5021 · Wages/Boatyard	6,823.24
Total 5020 · OPERATIONS STAFF	<u>6,823.24</u>
Total 5010 · WAGES & SALARIES	<u>7,995.82</u>
Total Expense	<u>23,369.75</u>
Net Ordinary Income	-21,309.15
Other Income/Expense	
Other Income	
7110 · MISC INCOME	
7160 · REFUNDS	297.00
Total 7110 · MISC INCOME	<u>297.00</u>
Total Other Income	<u>297.00</u>
Net Other Income	<u>297.00</u>
Net Income	<u><u>-21,012.15</u></u>

Port of Brookings Harbor
COMMERCIAL RETAIL
 January 2018

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
4200 · COMMERCIAL RETAIL	
4214 · CR/ Sewer	32.08
4211 · CR/ Electric	68.07
4212 · CR/ Water	90.00
4222 · CPI-U	149.26
4210 · Commercial Retail Lease	40,936.59
Total 4200 · COMMERCIAL RETAIL	<u>41,276.00</u>
Total Income	<u>41,276.00</u>
Gross Profit	<u>41,276.00</u>
Expense	
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	48.85
Total 6100 · REPAIRS & MAINTENANCE	<u>48.85</u>
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	69.00
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>69.00</u>
5010 · WAGES & SALARIES	
5020 · OPERATIONS STAFF	
5022 · Wages/Comm Retail	498.71
Total 5020 · OPERATIONS STAFF	<u>498.71</u>
Total 5010 · WAGES & SALARIES	<u>498.71</u>
6200 · UTILITIES	
6230 · Water	313.84
6250 · Waste Management	581.88
6220 · Electric	825.57
6240 · Sanitary	842.06
Total 6200 · UTILITIES	<u>2,563.35</u>
6900 · PROFESSIONAL FEES	
6935 · Legal	3,813.50
Total 6900 · PROFESSIONAL FEES	<u>3,813.50</u>
Total Expense	<u>6,993.41</u>
Net Ordinary Income	<u>34,282.59</u>
Net Income	<u>34,282.59</u>

Port of Brookings Harbor
FUEL DOCK
 January 2018

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
4500 · FUEL SALES	15,354.09
Total Income	<u>15,354.09</u>
Gross Profit	15,354.09
Expense	
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	38.94
Total 6350 · BANK SERVICE & FINANCE FEES	<u>38.94</u>
6060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	53.47
Total 6060 · EMPLOYEE COSTS & BENEFITS	<u>53.47</u>
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	75.00
Total 6100 · REPAIRS & MAINTENANCE	<u>75.00</u>
6200 · UTILITIES	
6240 · Sanitary	33.14
6220 · Electric	70.07
6250 · Waste Management	220.76
Total 6200 · UTILITIES	<u>323.97</u>
5010 · WAGES & SALARIES	
5020 · OPERATIONS STAFF	
5023 · Wages/Fuel Dock	391.13
Total 5020 · OPERATIONS STAFF	<u>391.13</u>
Total 5010 · WAGES & SALARIES	<u>391.13</u>
6150 · FUEL purchased for resale	12,846.11
Total Expense	<u>13,728.62</u>
Net Ordinary Income	<u>1,625.47</u>
Net Income	<u><u>1,625.47</u></u>

Port of Brookings Harbor
MARINA
January 2018

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
4900 · PROPERTY GROUND USE	
4920 · Labor	50.00
Total 4900 · PROPERTY GROUND USE	<u>50.00</u>
4600 · BOATYARD	
4655 · Yard Days	238.00
4630 · Other Services & Sales	287.00
Total 4600 · BOATYARD	<u>525.00</u>
4100 · MARINA/ADMINISTRATION	
4125 · Administrative Fees	25.00
4120 · Finance Charges/Income	203.69
4130 · Boat Launch	885.00
4135 · Storage	3,972.12
4300 · MOORAGE	
4330 · Liveaboard	
4325 · Transient	552.20
4340 · Moorage Electric	5,483.72
4320 · Recreational Slip Rent	13,168.64
4310 · Commercial Slip Rent	18,183.90
Total 4300 · MOORAGE	<u>37,388.46</u>
Total 4100 · MARINA/ADMINISTRATION	<u>42,474.27</u>
Total Income	<u>43,049.27</u>
Gross Profit	43,049.27
Expense	
6500 · PERMITS, LICENSES, TAXES & MISC	
6510 · Conferences/Education/Meetings	26.48
Total 6500 · PERMITS, LICENSES, TAXES & MISC	<u>26.48</u>
6800 · INSURANCE; PROP & CAS, BOND	31.00
6600 · BAD DEBT	34.75
6350 · BANK SERVICE & FINANCE FEES	
6360 · Bank Service Charge/Fees	0.35
6335 · Merchant Services Fees	343.02
Total 6350 · BANK SERVICE & FINANCE FEES	<u>343.37</u>
6001 · ADVERTISING & NOTIFICATIONS	540.00
6300 · OFFICE EXPENSE	
6315 · Office Services & Supplies	1.40
6345 · Postage	16.29
6330 · Dues, Subs & Pubs	45.00
6320 · Leased Equipment(incl'g copier)	969.29
Total 6300 · OFFICE EXPENSE	<u>1,031.98</u>
6900 · PROFESSIONAL FEES	
6955 · Payroll Administration Fee	450.76

Port of Brookings Harbor
MARINA
 January 2018

	<u>TOTAL</u>
6920 · Audit	477.15
6935 · Legal	2,876.27
Total 6900 · PROFESSIONAL FEES	3,804.18
6100 · REPAIRS & MAINTENANCE	
6135 · Security Contract	225.00
6110 · Maintenance & Repairs	716.35
6115 · Services & Supplies	2,949.77
Total 6100 · REPAIRS & MAINTENANCE	3,891.12
5010 · WAGES & SALARIES	
5040 · OVERTIME	
5042 · OFFICE/OVERTIME	
5044 · Overtime/Port Office	187.32
Total 5042 · OFFICE/OVERTIME	187.32
5050 · OPERATIONS/OVERTIME	
5055 · Overtime/Marina	456.18
Total 5050 · OPERATIONS/OVERTIME	456.18
Total 5040 · OVERTIME	643.50
5020 · OPERATIONS STAFF	
5025 · Wages/Marina	4,928.49
Total 5020 · OPERATIONS STAFF	4,928.49
5012 · OFFICE STAFF	
5016 · Wages/Port Office	10,332.32
Total 5012 · OFFICE STAFF	10,332.32
Total 5010 · WAGES & SALARIES	15,904.31
6200 · UTILITIES	
6230 · Water	516.80
6210 · Telecommunications	544.36
6240 · Sanitary	959.82
6220 · Electric	6,332.26
6250 · Waste Management	9,090.34
Total 6200 · UTILITIES	17,443.58
5060 · EMPLOYEE COSTS & BENEFITS	
5066 · Non Tax Mileage Reimbursement	151.13
5062 · Disability Bank	425.25
5070 · Payroll Taxes	2,202.41
5064 · Paid Holidays	3,449.20
5068 · Paid Time Off	3,721.27
5090 · SEP Retirement	
5094 · Office	1,617.63
5096 · Operations	2,147.80
Total 5090 · SEP Retirement	3,765.43
5076 · Health Care and Dental	5,451.25
Total 5060 · EMPLOYEE COSTS & BENEFITS	19,165.94

Port of Brookings Harbor
MARINA
January 2018

	<u>TOTAL</u>
Total Expense	62,216.71
Net Ordinary Income	-19,167.44
Other Income/Expense	
Other Income	
7110 · MISC INCOME	
7120 · Restitution & Settlements	83.07
Total 7110 · MISC INCOME	83.07
7100 · INTEREST & DIVIDENDS INCOME	274.44
7170 · Sale of Assets	610.00
7000 · PROPERTY TAX	
7010 · Previously Levied Tax	833.18
7020 · Current Tax Levy	6,987.19
Total 7000 · PROPERTY TAX	7,820.37
Total Other Income	8,787.88
Net Other Income	8,787.88
Net Income	-10,379.56

Port of Brookings Harbor
LAND USE
January 2018

	<u>TOTAL</u>
Ordinary Income/Expense	
Expense	
6200 · UTILITIES	
6220 · Electric	118.44
Total 6200 · UTILITIES	<u>118.44</u>
Total Expense	<u>118.44</u>
Net Ordinary Income	<u>-118.44</u>
Net Income	<u><u>-118.44</u></u>

Port of Brookings Harbor
CAPITAL PROJECTS
 January 2018

	<u>Total CAPITAL PROJECT FUND</u>
Ordinary Income/Expense	
Expense	
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	219.81
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>219.81</u>
6001 · ADVERTISING & NOTIFICATIONS	
6004 · Legal Notices	273.70
Total 6001 · ADVERTISING & NOTIFICATIONS	<u>273.70</u>
5010 · WAGES & SALARIES	
5040 · OVERTIME	
5050 · OPERATIONS/OVERTIME	
5057 · Overtime/Capital Projects	113.79
Total 5050 · OPERATIONS/OVERTIME	<u>113.79</u>
Total 5040 · OVERTIME	<u>113.79</u>
5020 · OPERATIONS STAFF	
5028 · Wages/Capital Projects	1,475.52
Total 5020 · OPERATIONS STAFF	<u>1,475.52</u>
Total 5010 · WAGES & SALARIES	<u>1,589.31</u>
Total Expense	<u>2,082.82</u>
Net Ordinary Income	-2,082.82
Other Income/Expense	
Other Income	
7100 · INTEREST & DIVIDENDS INCOME	47.10
Total Other Income	<u>47.10</u>
Other Expense	
8200 · GRANT EXPENSES	
8210 · Parking Improvement Grant #1481	2,248.36
Total 8200 · GRANT EXPENSES	<u>2,248.36</u>
8100 · FEMA EXPENSES	
8125 · FEMA/OEM Fuel Ramp Repairs	1,087.50
8128 · FEMA/Basin 2 Slopes	3,120.00
Total 8100 · FEMA EXPENSES	<u>4,207.50</u>
Total Other Expense	<u>6,455.86</u>
Net Other Income	-6,408.76
Net Income	<u><u>-8,491.58</u></u>

February 2018 Interim Managers Report

Wednesday February 7- 9th was filled with coming up to speed with the Port staff and meeting with 2 commissioners at a time on two different topics.

Saturday February 10 and 12th – I introduced myself to the business managers/ owners leasing property from the Port. I went door to door in the retail complex and met all but one of the tenants.

I had a 30-minute conversation with Kelly Beebe of Harbor Sanitary to gain more insight into the Port System Development Charges (SDC) credits. We also talked of the concerns addressed in letters sent to the Port.

The rest of my time was used to watch, listen and learn about current daily operations.

I am still working my way around Mr. Dehlinger's computer and his filing system.

Operation Report

-2 of our Port staff have completed United Rentals online and field testing and now have "Rough Terrain Forklift Operator Certificates".

-I have sent a final notice to all gear storage holders, to have their areas clean, and gear in there designated areas. We aim to keep a clean Port and ask that the users of those areas to help by picking their area up.

-We have sold the remainder of the dredge pipe and have made a agreement with MOCON Corp, to store the pipe for a short time. I am currently working with IFA, OEM, and Jack Akin to determine if the money can stay with the port or if that money needs to go towards our IFA agreement.

-We have engineering and drawings from OSMB for our launch ramp docks so we may start preparing for that project.

-Also I have spoke to OSMB regarding the use of the launch ramp and guest dock in our sport basin. Because of grant funding came from, rules and restrictions are well defined. I have attached these rules and regulations sales on our docks without a permit. I ask the commission if they would be interested in a temporary exception to that rule for a limited area and limited use for vessels that have signed a agreement with the port, excepting our terms of the use. This agreement would be terminated once the Port has a Public Hoist available for use. If this is something the commission would allow I will create a agreement that then could be approved.

This is to certify that

Travis Webster

Has successfully completed the following course

Rough Terrain Forklift Operator Certification - Blended

United Academy

Training Issued By

2018-02-27

Date Issued

2021-02-27

Expiry Date

This is to certify that

Brent Ferguson

Has successfully completed the following course

Rough Terrain Forklift Operator Certification - Blended

United Academy

Training Issued By

2018-02-27

Date Issued

2021-02-27

Expiry Date



February 28, 2018

FINAL NOTICE

Re: Gear Storage Clean Up

Dear Gear Storage Holders,

The Port of Brookings Harbor is continuing the process of cleaning up the Port. Please make sure that all gear is in its designated paid area. Make sure that all gear items are marked with a tag per Port Ordinance 4.38.4.

Any gear that is unidentified and not placed in your gear storage area by **April 9, 2018** will be deemed abandoned per Port Ordinance 4.38.8 and pursuant to ORS 87.152 to 87.212.

If any marked gear is found outside of your approved area, additional charges may be applied.

If you have any questions, please contact me at (541) 291-7380.

Sincerely,

Travis Webster

	Here		Name on Pots	Owner of Boat	Currently Billed	Term	Renewal Date	Billed	
	No	Yes						Yes	No

No Payment
Monthly Billin

			Pacific Pacer	David Pyle	15X60	Yearly	3/1/2018	X	
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A10			Hiatt, Tadd	Instigator	40X40	Monthly	3/20/2018		
A9			Leonard G	Jim Pearce	30X60	Yearly	4/1/2018	X	
A8			Lady Louise	John Terebesi	30X30	Yearly	3/1/2018	X	
A7			Hecate	Howard Rigel	30X40	Monthly	3/20/2018		
A6			Yaznak	Scott Fosmark	30X30	Yearly	4/1/2018	X	
A5			Yaznak	Scott Fosmark	30X30	Yearly	4/1/2018	X	
A4			Yaznak	Scott Fosmark	30X30	Yearly	4/1/2018	X	
A3			Melissa	Bill Wood	30X30	Yearly	2/2/2019		
A2			Miss Stacey	Daisy Kunkle	30X30	Yearly	12/1/2019		
A1			Beverly Ann	Charles Case	42x80	Yearly	3/1/2018	X	
B11			Warrior II	Hunters Off Shore	30x30	Yearly	11/1/2019		
B10			Orca	Damon Jones	30x30	Yearly	11/1/2017	X	
B9			EZC	James Pearce	30X65	Yearly	11/1/2018		
B8			EZC	James Pearce	30X65	Yearly	11/1/2018		
B7			Little Joe	Harbor View	30X30	Yearly	6/1/2018	X	
B6			Little Joe	Harbor View	30X30	Yearly	6/1/2018	X	
B5			Little Joe	Harbor View	30X30	Yearly	6/1/2018	X	
B4			Ida May	Paul Scott	20X30	Monthly	3/20/2018		
B3			Sea Jay	Bernie Lindly	30X55	Yearly	4/1/2018	X	
Drain			Pursuit	Tyler Betnar	21X38	Monthly	3/20/2018		
B2			Catalyst	William Goergen	30X30	Yearly	2/2/2019		
B1			Alex	Dave Pettinger	30X60	Monthly	3/20/2018		
D1			Free Spirit	Diversified Fisheries	30X40	Yearly	8/1/2018		
D2			Wahoo	Mark Thomas	30X30	Monthly	3/20/2018		
D3			Wahoo	Mark Thomas	30X30	Monthly	3/20/2018		
D4			Ocean Miner	Mike Klein	30X30	Monthly	3/20/2018		
D5			Miss Layla	Michael Wilson	30x30	Yearly	1/1/2018	X	
D6			Mandy Jane	Russell Deman	35X70	Yearly	6/1/2018	X	
D7			Hapi Sea	Brent Winfield	50X40	Yearly	4/1/2018	X	
D8			Marlene Rose	Brendan Semmes	30x40	Monthly	3/20/2018		
D9			Aloha	Eric Hooper	60X40	Yearly	5/1/2018	X	
D10			Jenny Lynn	Jenny Lynn LLC	30X30	Yearly	5/10/2018	X	
C1			Innisfree	Dale Baines	40X60	Yearly	8/1/2018		
C2			Equinox	Joe Speir	85X20	Yearly	4/1/2018	X	
C3			Annita Lynn	Ralph Dairy	40X40	Yearly	3/1/2019		
C4			Haida	Mike Smith		Monthly	3/20/2018		
C5			Pacific Hooker	Pac Choice	30x30	Yearly	4/1/2018	X	
C6			Pacific Hooker	Pac Choice		Yearly	4/1/2018		X
C7			Pacific Hooker	Pac Choice		Yearly	4/1/2018		X
C8			Chantel C	Brett Dresen	15X13	Monthly	3/21/2018		
C9			Miss Stacey	Daisy Kunkle	16X34	Yearly	12/1/2019		
E1			Njord	John Fraser	30X60	Yearly	1/1/2019		
E2			Marilyn A	Mark Smith	30X60	Yearly	4/1/2018	X	
E3			Inna Ruth	James Moore	30X60	Yearly	2/1/2019		
E4			Instigator	Tadd Hiatt	30X30	Monthly	3/20/2018		
E5			Helen Marie	Lonnie Marrington	30X60	Yearly	2/1/2019		

HARBOR DRIVE

LOWER HARBOR RD

Busch

Port Side

Cazado



D5	Layla
D4	Ocean Miner
D3	Wahoo
D2	Wahoo
D1	Free

F/V: Desire's Poles

Yaznak 30X30	Yaznak 30X30	Yaznak 30X30	Melissa 30X30	Stacey 30X30	Bev A 30X30	Warrior 30X30	Orca 30X30	EZC 30X30	EZC 30X30	Queen 30X30	Staging
A6	A5	A4	A3	A2	A1	B11	B10	B9	B8		

A7	A8	A9	Hecate Trailer
Hecate	Lady	Leonard	Instigator
Louise	60X35	40X60	
Barbara Lisc	IDA B	IDA B	
78	30X30	30X30	30X30
			Barbara Lisc
	Good Fishing		
	BJ Thomas		
	30X60		

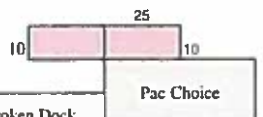
A10



B3	B4	B5	B6	B7
Sea 30X55	Ida May 30X30	Little 30X30	Little 30X30	Little 30X30
B2	B1			
Betnar 21x38	Catalyst 30X60			
Alex 30X60				
Ice House				
55				
30	Sea Jay			
10	Mary F			
45	Two Captains Queen Corrine			
Bornstein				

C4	Haida
	Pac
	Beverly Ann
	Chantel

C8



STEEL WALL

Fuel Dock

PORT
of
BROOKINGS
HARBOR



info@portofbrookingsharbor.com
www.portofbrookingsharbor.com
P: (541)469-2218
F: (541)469-0672

16330 Lower Harbor Rd
P.O. Box 848
Brookings, OR 97415

February 21, 2018

The Port of Brookings Harbor agrees to sell the remainder of the HDPE 12" and 14" pipe, 2,100ft, for a total price of \$6,000.00. This makes 2 more bunks of pipe left to be moved with approx. 4 totes of misc. flanges and rings. The Port also agrees to store the pipe for 6 months at our gear storage rate. Using 600 Sq. feet of space at \$0.0575 cents will be 34.50 per month and \$207.00 for the first 6 months that we have agreed the pipe can stay for and in that time to have all pipe removed from Port property. After 6 months for the date of this agreement if the pipe is not removed you, the buyer, will be charged the Port Boat Yard rate at \$1 per foot, per day. (1 bunk is 50' and the other is 25'. Totaling 75' of length) The charge will be \$75.00 per day after 6 months of this agreement being signed.

The total amount of \$6,207.00 is due, once this agreement is made. Method of payment is to be made by wire transfer and verified by Kim Boom who is the Port accountant.

Kathy Lindley Hall

Port of Brookings Representative, Kathy Lindley Hall

2.22-18

Date

TRAVIS WEBSTER

Port of Brookings Harbor Representative, Travis Webster

2-22-2018

Date

Mocon Corporation Representative

Robert D. Mounier J.P.

Mocon Corporation Representative Signature

Date

2-21-2018

Date

Payment Receipt

Port of Brookings Harbor
P.O. Box 848
Brookings, OR 97415
541-469-2218

Received From:

Mocon Corporation
Mocon Corporation
49950 Jefferson St
Indio, CA 92201

Date Received 02/22/2018
Payment Method Credit Card
Check/Ref. No. appr#02268J

Payment Amount \$6,207.00

Invoices Paid

Date	Number	Amount Applied
02/22/2018	20180502	-\$6,207.00

PORT OF BROOKINGS
16340 LOWER HARBOR RD
BROOKINGS, OR 97415-8383
541-469-2218

Phone Order

xxxxxxxxxxxx3174
MASTERCARD Entry Method: Manual
Amount: \$ 6,207.00
Tax: \$ 0.00
Total: \$ 6,207.00
02/22/18 10:50:46
Inv #: 000000001 Appr Code: 02268J
Apprvd: OnLine
AVS Code: EXAC MATCH Y
CVV2 Code: MATCH M

 **E-MAILED**
2/22/18

Customer Copy
THANK YOU!



Port of Brookings Harbor
 P.O. Box 848
 Brookings, OR 97415
 541-469-2218

Invoice

Date 2/22/2018 Invoice # 20180502

PAID
 02/22/2018

Bill To

Mocon Corporation
 49950 Jefferson St
 Indio, CA 92201

			Terms
Quantity	Description	Rate	Amount
2,100	2100 feet of 12" and 14" HDPE with 4 totes of misc. flanges and rings	2.85714	6,000.00
600	Yard Days - Feb 22, 2018 - March 22, 2018	0.0575	34.50
600	Yard Days - March 23, 2018 - April 22, 2018	0.0575	34.50
600	Yard Days - April 23, 2018 - May 22, 2018	0.0575	34.50
600	Yard Days - May 23, 2018 - June 22, 2018	0.0575	34.50
600	Yard Days - June 23, 2018 - July 22, 2018	0.0575	34.50
600	Yard Days - July 23, 2018 - Aug 22, 2018	0.0575	34.50
			Total \$6,207.00
TERMS: Due upon receipt. Past due accounts will be assessed a late charge of 1.5% per month (18% per annum). In the event, suit or action is instituted to collect any amount owed on this account, the customer agrees to pay any reasonable attorney fees, collection agency fees and any other costs associated with such action. A \$50.00 fee will be assessed on any Returned Payment.			Payments/Credits -\$6,207.00
			Balance Due \$0.00

Visit our website at www.portofbrookingsharbor.com

APPROVED FOR THE PROJECT BY	DATE
DESIGNED BY	DATE
PROJECT NO.	

DATE	REVISION



OREGON STATE MARINE BOARD

DRAWING NAME _____
 LOCATION _____
 SPONSOR _____

DATE: _____
 SHEET NO.: _____
 TOTAL SHEETS: _____
 PROJECT NO.: _____

**PORT OF BROOKINGS
HARBOR LAUNCH RAMP**

CHETCO RIVER MILE 0.4

**OWNED & OPERATED BY
THE PORT OF BROOKINGS HARBOR**

Constructed with funds from:

- Oregon State Marine Board, investing fees and taxes paid by motorized boaters
- Port of Brookings Harbor
- US Fish & Wildlife Service using Boating Infrastructure Grant and Clean Vessel Act Funds.

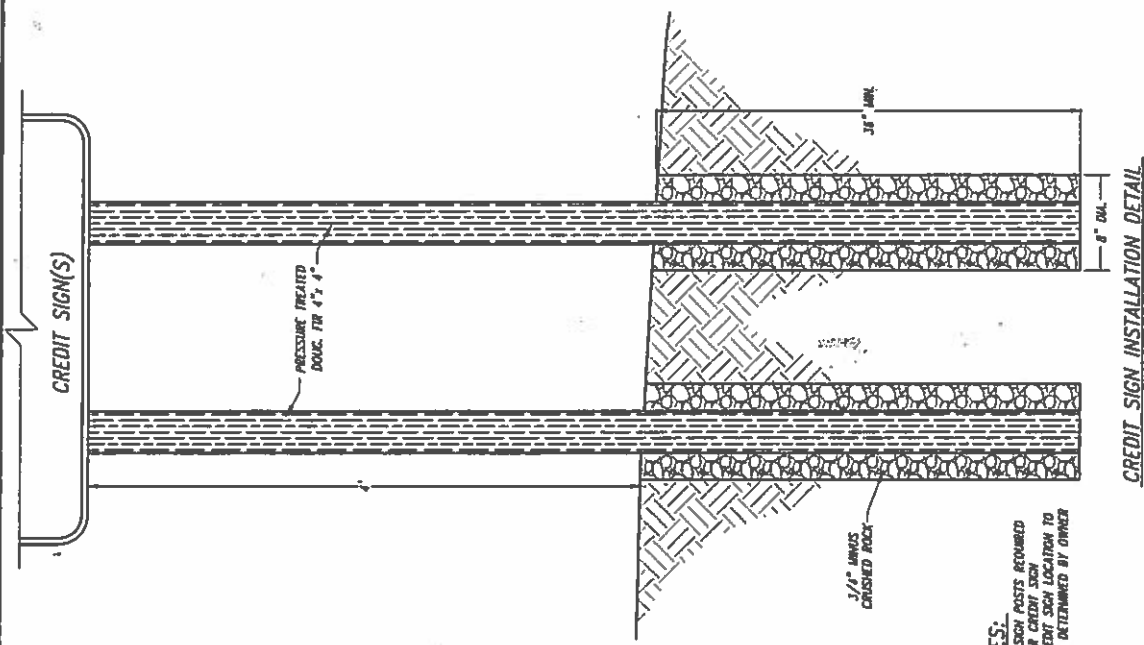
PORT OF
BROOKINGS
HARBOR

US FISH &
WILDLIFE
SERVICE

BOATING
INFRASTRUCTURE
GRANT

CLEAN VESSEL
ACT FUNDS

- Notes:**
- Project CREDIT SIGNS are very important and are required for all OSMB facility grant projects to properly identify all sources of grant funds and the cooperating agencies. Individual logos are provided to the credit sign.
 - Signs shall be installed in a visible location, suggested location near the fee booth.
 - Signs shall be purchased from Oregon Commercial Enterprises, 777 Station Boulevard, Grants, Oregon 97701. Contact Business Enterprise at telephone (541) 861-1456 or email net@ocenter.com. Substitutions will not be permitted.



- NOTES:**
- 2 SIGN POSTS REQUIRED FOR CREDIT SIGN
 - CREDIT SIGN LOCATION TO BE DETERMINED BY OWNER

CREDIT SIGN INSTALLATION DETAIL

N.E.L.S.



DATE	2/27/2018
DESIGNED BY	S. JANSEN
CHECKED BY	S. JANSEN
SCALE	AS SHOWN
PROJECT #	18-000
CLIENT	PORT OF BROOKINGS

DATE	02/08/2018
SCALE	AS SHOWN

APPROXIMATE REMOVAL & DISPOSAL QUANTITIES

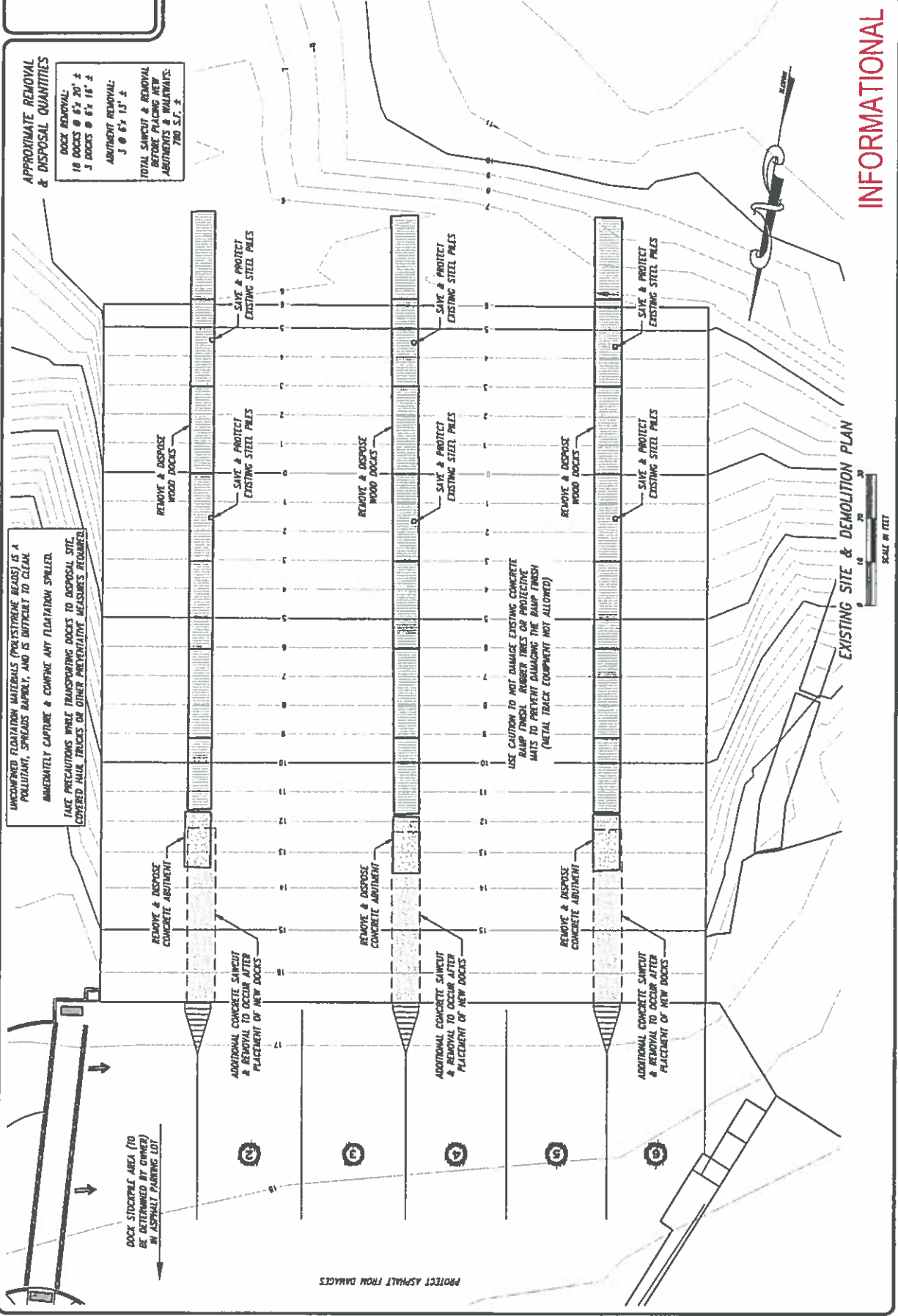
DOCK REMOVAL:
18 DOCKS @ 6' x 20' ±
3 DOCKS @ 6' x 18' ±

ABUTMENT REMOVAL:
3 @ 6' x 15' ±

TOTAL SAWCUT & REMOVAL BEFORE PLACING NEW ABUTMENTS & WALKWAYS:
700 S.F. ±

UNCOMBINED FLOTATION MATERIALS (POLYSTYRENE BEADS) IS A POLLUTANT, SPREADS RAPIDLY, AND IS DIFFICULT TO CLEAN. IMMEDIATELY CAPTURE & CONFINE ANY FLOTATION SPILLER. TAKE PRECAUTIONS WHILE TRANSPORTING DOCKS TO DISPOSAL SITE. COVERED HAUL TRUCKS OR OTHER PREVENTATIVE MEASURES REQUIRED.

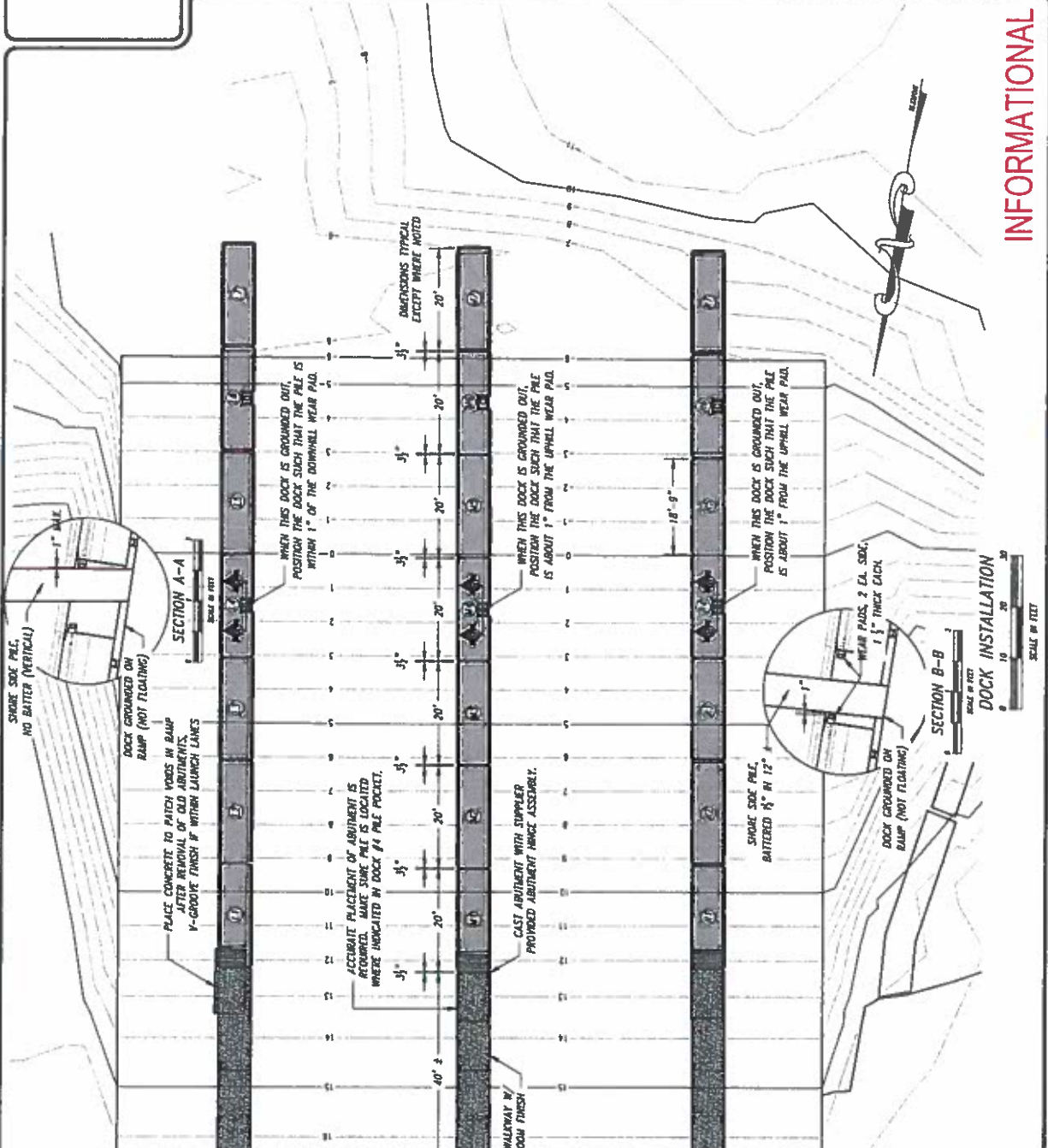
USE CAUTION TO NOT DAMAGE EXISTING CONCRETE RAMP FINISH, RUBBER TILES OR PROTECTIVE MATS TO PREVENT DAMAGING THE RAMP FINISH (METAL TRACK EQUIPMENT NOT ALLOWED)



INFORMATIONAL

PROTECT ASPHALT FROM DAMAGES

DOCK STOCKPILE AREA (TO BE DETERMINED BY OWNER) IN ASPHALT PARKING LOT



INFORMATIONAL

- PROTECT ASPHALT FROM DAMAGES
1. DOCK #1'S ARE SEQUENTIAL BEGINNING ON THE SHORE SIDE AS SHOWN ON THE PLANS.
 2. INSTALL DURING LOW WATER SUCH THAT DOCK #4 IS GROUNDED (NOT FLOATING).
 3. INSTALL MIDDLE & RIGHT SIDE DOCK STRINGS SUCH THAT SHORE SIDE PILE IS ABOUT 1" FROM THE UPWELL WEAR PAD IN DOCK #4. SEE SECTION B-B.
 4. INSTALL LEFT HAND DOCK STRING WITH SHORE SIDE PILE NOT MORE THAN 1" FROM THE DOWNHILL WEAR PAD IN DOCK #4. SEE SECTION A-A.
 5. INSTALL DOCKS #3 & #4. REPOSITION TO ALIGN AND FIT DOCKS WITH PILES. PILE POCKET WEAR PADS MAY BE REMOVED & REPOSITIONED TO PROVIDE ADDITIONAL ADJUSTMENT IF NEEDED.
 6. INSTALL DOCK #1'S 1, 2, & 3. MARK LOCATION OF ABUTMENT TO FIT DOCK SPACING.
 7. REMOVE DOCK #1.
 8. SAWCUT FOR ABUTMENT & WALKWAY. ABUTMENT HEIGHTS AND LOCATIONS ARE CRITICAL. MAKE SURE THE SHORE SIDE PILE DOCK IS POSITIONED AS LISTED ABOVE AND SHOWN IN THE CROSS SECTIONS.
 9. CAST ABUTMENT USING SUPPLIER PROVIDED HWPC BARREL ASSEMBLY. PLACE ADDITIONAL CONCRETE IF NEEDED TO PATCH WOODS CREATED BY REMOVAL OF OLD ABUTMENTS.
 10. CAST WALKWAY FROM TOP OF RAMP TO ABUTMENT.
 11. RE-INSTALL DOCK #1 AND ANY REMAINING DOCKS WITHIN THE STRINGS.
 12. THE HWPC ASSEMBLIES USE PLASTIC SLEEVES TO ISOLATE DOWELBAR METALS AND TO PROVIDE A WEAR SURFACE. MAKE CERTAIN SLEEVES ARE INSTALLED CORRECTLY AND ON EVERY CONNECTION POINT (DOCKS & ABUTMENT)
 14. INSTALL HWPC PILES. LOCK IN PLACE WITH PADLOCKS.



Travis Webster <travis@portofbrookingsharbor.com>

FW: Follow-Up Re: Commercial Use of Recreational Docks/Ramps

1 message

BELLEQUE Janine * OSMB <Janine.BELLEQUE@oregon.gov>

Wed, Feb 28, 2018 at 9:28 AM

To: "travis@portofbrookingsharbor.com" <travis@portofbrookingsharbor.com>

Travis,

Here is the email I mentioned.

Thank you,

Janine Belleque, Boating Facilities Manager

Oregon State Marine Board

PO Box 14145, Salem, OR 97301

Tel: 503-378-2628 Cell: 503-877-7580

Email: Janine.Belleque@oregon.gov



From: BELLEQUE Janine * OSMB

Sent: Tuesday, November 21, 2017 1:26 PM

To: 'Port Office'

Cc: Gary (gary@portofbrookingsharbor.com)

Subject: RE: Follow-Up Re: Commercial Use of Recreational Docks/Ramps

Hi Skyler,

Thank you for contacting me today regarding commercial use of the boat ramp and docks. The Port has received numerous Boating Facility and Maintenance Assistance Grants from the Marine Board for construction and maintenance of the boat ramp, boarding docks, parking area, tie-up dock, gangways etc. Recreational boating facilities are not designed or engineered for commercial use. Mixing of commercial and recreational uses often causes conflict and negatively impacts the facility infrastructure and recreational boating public. You indicated that some of the commercial use is by boats less than 26-feet in length. Although the size of the boat will not pose a structural issue to the infrastructure the activities and frequency can impact the facilities structure and recreational boating public use of the facilities.

The Port needs to determine how much commercial use occurs at the launch, parking, docks etc. What types of activities? What is the frequency of the activities? What are the sizes of boats etc. In addition, I would encourage the Port to review existing policies, ordinances, rules etc. and determine what tools you have available to manage commercial use. Commercial use of recreational boating facilities can impact past and future grant funding and may result in repayment of grant funds, reduced eligibility of grant funding, higher matching requirements or ineligibility for grant funding.

I've included references to Oregon Administrative Rules for the different grant programs that the Port has received. I've also attached two policies regarding commercial use of boat ramps and transient tie-up docks and please reference your Boating Facility Grant Intergovernmental Agreement No. 1587 Section 5.1.5 and Section 16 and older agreements Section IV.4 and Section V.

Boating Facility Grant Program:

OAR250-014-0003(1)(a) The Board is authorized by ORS 830.150(2)(a) to provide funds for the construction, rehabilitation, and replacement of boating facilities. The program can provide for the acquisition of property and related development projects such as ramps, parking, potable water, sanitation, docks, and other facilities for the convenience and safety of recreational boaters.

Maintenance Assistance Program:

OAR250-014-0004(1)(j) MAP funds may not be used for operation, maintenance or overhead costs associated with fish cleaning stations, boat wash stations, marine fuel stations, long-term marina or moorage facilities, campgrounds, trails, picnic areas or shelters, swim areas, other large day-use components. MAP funds may also not be used for the operation, maintenance or overhead of any eligible improved boating facility or portion of eligible improved boating facility used for commercial activities that limit public recreational boating use or access, unless the commercial activities are incidental.

OAR250-014-0004(4)(h) It is a policy of the Board to encourage participants to allow for full public use and access to improved public boating facilities. MAP funds may not be used for the operation, maintenance or overhead associated with any public boating facilities or portions of public boating facilities where commercial use is allowed. Commercial use means any regular or non-incidental activity or event at an improved public boating facility that is conducted by a business, concessionaire, or any non-public entity for the purpose of selling products or providing goods or services for a profit or private financial gain and displaces or precludes recreational boat use or public access, including the loss of

public parking or dock space or regular or prolonged closures of portions of an improved public boating facility that results as a part of the activity or event. Any use that is permitted, licensed, or allowed by agreement from the site owner or managing agent that conveys exclusive use or a preference in use to any individual, group or entity and not the general boating public may be considered by the Board as a commercial use. Examples include: permanent or portable stores, restaurants, shops, commercial fishing vessel moorage, ocean charterboat moorage, fish cleaning services, tour or excursion boats boarding or moorage, shuttle services, ticket sales, watercraft rentals, etc. Incidental or occasional use by boat manufacturers or dealers to test or demonstrate boats or use by outfitters and guides will not be considered commercial use by the Board as long as the use is not exclusive or guaranteed or a proprietary preference is not given to this use over use by the general boating public. Single or annual events such as festivals, contests, etc. are not considered a commercial use by the Board unless the event is repetitive, extensive, and results in the loss of access or use by the public boating facility for an excessive amount of time or the event has the potential to damage or degrade public boating facilities more than the Board considers reasonable. The Board encourages participants to charge all commercial users a use fee to help offset the added operation and maintenance costs associated with the activities generated by the commercial use. Commercial use fees are not considered as a fee for the purpose of calculating the participants MAP allocation.

Please feel free to contact me, If you have any questions.

Sincerely,

Janine Belleque, Boating Facilities Manager

Oregon State Marine Board

PO Box 14145

Salem, OR 97301

Tel: 503-378-2628 Cell: 503-877-7580

Email: Janine.Belleque@oregon.gov - NEW Address as of Jan. 17, 2017



From: Port Office [<mailto:info@portofbrookingsharbor.com>]
Sent: Tuesday, November 21, 2017 9:53 AM
To: BELLEQUE Janine * OSMB
Subject: Follow-Up Re: Commercial Use of Recreational Docks/Ramps

Hi Janine,

It was nice talking with you this morning. Thanks again for your time and insight. I wanted to send a follow-up email summarizing our conversation just to make sure we're on the same page and that I didn't miss anything. As I mentioned, the Port is concerned about possible commercial use of our recreational infrastructure, so we want to fully understand how that would affect our relationship with OSMB, as we want to remain compliant, fulfill all obligations and otherwise remain in good standing with the Board.

As I understand it:

- There should be no commercial/charter use of any infrastructure for which the Port received funding through OSMB.
 - **Tie-Up Dock next to Launch Ramp**
 - Due to federal funding program, any commercial/charter use of this dock is absolutely prohibited. **MUST BE ENFORCED!**
 - **Launch Ramp**
 - Ramp was designed for recreational use only. Any vessels exceeding 26' in length should not use the ramp. Occasional use by commercial/charter vessels less than 26' in length, does not necessarily pose a threat to infrastructure, but could affect amount of future funding by OSMB.
 - It is not likely that OSMB would seek reimbursement for previous commercial use, however if it were established that recreational infrastructure were habitually used by commercial vessels, the amount of funding that the Port would receive in the future would be reduced by the percentage of commercial use.
- **The Port needs to ensure and enforce that commercial/charter use of any infrastructure paid for in part by OSMB is prohibited.**
- The Port should make clear what infrastructure, if any, is approved for commercial use, especially for smaller commercial/charter vessels.
- The Port might consider applying for funding through ODFW Restoration Enhancement to build a separate commercial/charter fish cleaning station. (Would still need to establish appropriate method for smaller commercial/charter vessels to remove fish from vessel)

If I missed something or misunderstood anything, please do let me know.

Thanks,

Skylar Windham


Port of Brookings-Harbor

P: (541) 469-2218

F: (541) 469-0672

2 attachments

 **Policy_93_06.pdf**
223K

 **Policy_93_02.pdf**
207K

**OREGON STATE MARINE BOARD
POLICY-PROCEDURES**

SUBJECT: Use of Facility Grant Funds or Maintenance Assistance Funds (MAP) to develop or maintain recreational transient tie-up boating facilities used by commercial tour boat operators, rental craft or other non-recreational watercraft.

POLICY NO: 93-02

AUTHORITY: ORS 830.150
OAR 250-14-001 through 004

APPROVED BY Paul Donheffner
Paul Donheffner, Director

EFFECTIVE DATE: 01/03/94

Definitions:

"Board" - The State Marine Board.

"Commercial Activities" - Any individual, partnership, firm, corporation, association or other entity having a financial profit as a goal and/or charges fees to provide services, supplies or goods. Includes rental, and sales of boats; charter or transport of persons for hire.

"Facility Grant" - Funds derived in part from boat registration fees and motorboat fuel taxes collected from recreational motorboats, used to provide assistance to local and state agencies in constructing and improving public recreational boating facilities statewide.

"Floats or Floating Structure" - A structure supported by polystyrene foam floatation and held in place by piling and mooring devices, including but not limited to boathouses, floating homes, marinas, and walkways, boarding floats or combination thereof, representative of one defined project.

"Maintenance/Operation" - Ordinary and routine daily or weekly activities to clean, service or perform minor repairs to existing facilities. Includes services and supplies.

"Maintenance Assistance Program (MAP)" - Funds that are provided to eligible public agencies for routine maintenance and operations of improved motorboat facilities.

"Transient Tie-Up Facility" - A platform type floating structure secured by/to piling that provides a short-term (less than 72 hours) temporary recreational boat tie-up and pedestrian access to and from a boat in the water. No boat shall tie-up for longer than 12 cumulative days in any 30 calendar day period.

"Sponsor" - Eligible Facility Grant and MAP participants that include cities, counties, park and recreation districts, port districts, state and federal agencies.

Applicable Situations

Provides guidance to sponsors for the development or use of, or conditional use of, or maintenance of recreational transient tie-up facilities for commercial activities at public recreational transient tie-up boating facilities funded in whole or in part with Marine Board Facility Grant Funds and/or use MAP Funds.

Policies

It is the policy of the State Marine Board to not allow use of any portion of publicly funded recreational transient tie-up facilities for rental craft, commercial fishing, selling, net repairs, fueling; commercial log salvage, storage, firewood pile rehandling; commercial or private float, boathouse, floating home, launching or construction; commercial tour boats temporary landing, loading, offloading, and/or use of restroom or parking facilities; commercial food/beverage/marine supply concession stands or similar activities. Some joint use exemptions may apply; see below.

Since public recreational boater fees are used for grants to develop and maintain (with MAP) public recreational transient tie-up facilities the boaters should be the principal recipients of the use and enjoyment of these facilities.

Due to safety concerns and to reduce conflicts no fishing, swimming, diving, crabbing or sunbathing is permitted on launch ramps, floats, or transient tie-up floats.

Public recreational transient tie-up facilities are not designed or engineered for use by any type of commercial activity. Mixing commercial activities with public recreational transient tie-up facilities may also create user conflicts, operations management and maintenance concerns.

A sponsor may have problems with liability/insurance associated with the use of public facilities by commercial operators; especially those charging a fee. Sponsors may not be able to claim relief under Oregon's recreational use immunity laws when commercial activities occur.

A public facility sponsor shall notify the Board of any commercial use proposed at any public recreational transient tie-up facility developed in whole or part with Marine Board Facility Grant funds.

The Board shall review and may deny, approve or conditionally approve any request for development or commercial use of recreational transient tie-up facilities based on the merits of the request, benefits to the boaters/public, impacts to structure (design/engineering), user conflicts, impacts to maintenance and operation, impacts to management of the facility and other guidelines as follows:

1. Facility Grant funds shall not be used for the feasibility, design or construction of any portion of the facility to be used for or support the use of commercial activities. If joint use is permitted the sponsor or commercial operator shall pay for those improvements necessary to support commercial activities; and
2. The sponsor and/or commercial operator shall be required to fund in whole or in part any necessary upland facilities (parking, concession stand, restroom, etc.) used to support those commercial activities; and
3. Maintenance Assistance Program funds (MAP) shall not be used for maintenance of that portion of the facility used for commercial activities. If commercial activities are approved, the Board recommends that a fee be charged by the public sponsor to assure regulatory control and proper maintenance of the facility is conducted; and
4. Commercial activity area(s) shall be clearly marked and signed to reduce conflicts with public recreational boating users. Commercial activities shall not unduly restrict the use of the facility by recreational boaters or restrict any navigational channel or recreational activity area; and
5. No personal (exclusive, long term mooring) use of public recreational transient tie-up facilities is permitted. The transient tie-up facilities shall be available to the public on a first come first serve basis.
6. Special use of public transient tie-up facilities may be granted on a case by case basis, for public events (example visiting tall mast ships).

Note: Policy Concept approved by the Board on 08/10/93.

DO/vh

**OREGON STATE MARINE BOARD
POLICY-PROCEDURES**

SUBJECT: Use of public recreational boat launching facilities for commercial activities, developed or maintained using Facility Grant Funds or Maintenance Assistance Funds (MAP).

POLICY NO: 93-06

AUTHORITY: ORS 830.150
OAR 250-14-001

APPROVED BY *Paul Donheffner*
Paul Donheffner, Director

EFFECTIVE DATE: 01/03/94

Definitions:

"Board" - The State Marine Board.

"Boat Launch Facility" - Includes any type of public boat ramp, floats, parking area, restroom/toilet and any other support facilities that are ordinarily used by trailer boats to gain access to the water.

"Commercial Activities" - Any individual, partnership, firm, corporation, association or other entity having a financial profit as a goal and/or charges fees to provide services, supplies or goods. Includes rental, and sales of boats; charter or transport of persons for hire.

"Facility Grant" - Funds derived in part from boat registration fees and motorboat fuel taxes collected from recreational motorboats, used to provide assistance to local and state agencies in constructing and improving public recreational boating facilities statewide.

"Floats or Floating Structure" - A structure supported by polystyrene foam floatation and held in place by piling and mooring devices, including but not limited to boathouses, floating homes, marinas, and walkways, boarding floats or combination thereof, representative of one defined project.

"Maintenance/Operation" - Ordinary and routine daily or weekly activities to clean, service or perform minor repairs to existing facilities. Includes services and supplies.

"Maintenance Assistance Program (MAP)" - Funds that are provided to eligible public agencies for routine maintenance and operations of improved motorboat facilities.

"Sponsor" - Eligible Facility Grant and MAP participants that include cities, counties, park and recreation districts, port districts and state agencies.

Applicable Situations

Provides guidance to sponsors for the development, use of, conditional use of, or maintenance of recreational transient tie-up facilities for commercial activities at public recreational transient tie-up boating facilities, funded in whole or in part with Marine Board Facility Grant Funds and/or use MAP Funds.

Policies

It is the policy of the State Marine Board not allow use of any portion of publicly funded recreational boat launch facilities for rental craft, commercial fishing, selling, net repairs, fueling; commercial log salvage, storage, firewood, pile rehandling; commercial or private float, boathouse, floating home, launching or construction; commercial tour boats temporary landing, loading, offloading, and/or use of restroom or parking facilities; commercial food/beverage/marine supply concession stands or similar activities. Some joint use exemptions may apply.

Since public recreational boater fees are used for grants to develop and maintain (with MAP) public recreational boat launch facilities, boaters should be the principal recipients of the use and enjoyment of these facilities.

Due to safety concerns and to reduce conflicts no fishing, swimming, diving, crabbing or sunbathing is permitted on launch ramps, floats or transient tie-up floats.

Public recreational boat launch facilities are not designed or engineered for use by any type of commercial activity. Mixing commercial activities with public recreational boat launch facilities may also create user conflicts, operations management and maintenance concerns.

A sponsor may have problems with liability/insurance associated with the use of public facilities by commercial operators, especially those charging a fee. Sponsors may not be able to claim relief under Oregon's recreational use immunity laws when commercial activities occur.

Boat trailer parking spaces are provided exclusively for vehicles with recreational boat trailers. Single car parking in these spaces shall not be permitted, trailers shall not be unhooked from tow vehicles.

Parking at recreational boat launch facilities shall be for a period not longer than 72 hours to accommodate boaters engaging in boat in camping activities. Alternative parking areas (designated) should be established for boaters gaining access to vacation homes, summer homes, cabins or long term boat in camping facilities. A fee may be assessed by the sponsor for these special designated parking areas to cover the cost of security, garbage collection, and trailer storage.

Any public facility sponsor shall notify the Board of any commercial use proposed at any public recreational boat launch facility developed in whole or part with Marine Board Facility Grant funds.

The Board shall review and may deny, approve or conditionally approve any request for development or commercial use of recreational public recreational boat launch facility based on the merits of the request, benefits to the boaters/public, impacts to structure (design/engineering), user conflicts, impacts to maintenance and operation, impacts to management of the facility and other guidelines as follows:

1. Facility Grant funds shall not be used for the feasibility, design or construction of any portion of the facility to be used for or support the use of commercial activities. If joint use is permitted, the sponsor or commercial operator shall pay for those improvements necessary to support commercial activities; and
2. The sponsor and/or commercial operator shall be required to fund in whole or in part any necessary upland facilities (parking, concession stand, restroom, etc.) used to support those commercial activities; and
3. Maintenance Assistance Program funds (MAP) shall not be used for maintenance of that portion of the facility used for commercial activities. If commercial activities are approved, the Board recommends that a fee be charged by the public sponsor to assure regulatory control and proper maintenance of the facility is conducted; and
4. Commercial activity area(s) shall be clearly marked and signed to reduce conflicts with public recreational users. Commercial activities shall not unduly restrict the use of the facility by recreational boaters or restrict any navigational channel or recreational activity area; and

- ~~5. No personal (exclusive, long term mooring) use of public recreational boat launching facilities is permitted. The public recreational boat launching facilities shall be available to the public on a first come first serve basis.~~
6. Special use of public recreational boat launching facilities may be granted on a case by case basis, for public events (example water ski tournaments, fairs etc.).

DO/vh

and addresses, or if unknown, a description of witnesses and other persons, or vessels instrumentally involved in the damage, as well as all other pertinent facts and information that may be available. It shall be unlawful for any person to refuse, neglect or fail to make or give any such report in the form and manner aforesaid, and any such person who so refuses, neglects or fails, may be refused the use of any dock or other facility until the Port has been fully reimbursed for any such damage.

- 4.23 No commercial use of facilities, including the sale of fish from vessels, shall be allowed unless a permit has been granted by the Port of Brookings Harbor. The requirements and conditions for such permits and licenses shall be as prescribed in separate instructions as prescribed from time to time by resolution of the Board of Commissioners of the Port of Brookings Harbor.
- 4.24 No person(s) shall clean or process fish or shell fish on any walkways, wharves, docks, barges or piers of the Port, except in facilities and equipment designated for that purpose by the Port.
- 4.25 No person(s) shall fish or crab from the walkway, wharves, docks, floats, barges or piers of the Port, except in areas so designated by the Port.
- 4.26 Children under 12 years of age shall not be allowed on the Port docks unless supervised by a parent or responsible adult and wearing U. S. Coast Guard approved life jackets.
- 4.27 No cooking or open flames shall be allowed on the walkways, wharves, docks, floats, barges or piers of the Port.
- 4.28 No fireworks shall be allowed on the walkways, wharves, docks, floats, barges or piers of the Port. In the event of a fire occurring on board any vessel in the Port, except vessels underway, such vessel must sound five prolonged blasts of the whistle or siren as an alarm indicating a fire on-board or at the dock to which the vessel is moored. Such signal may be repeated at intervals to attract attention, and is not a substitute for, but may be used in addition to, other means of reporting a fire. The words "prolonged blast" used in this rule shall mean a blast of from four (4) to six (6) seconds in duration.
- 4.29 It shall be unlawful for any person to discharge firearms or BB pellet compressed air guns on the walkways, wharves, docks, floats, barges, piers or properties of the Port or while moored to Port facilities.
- 4.30 Swimming, surface and scuba diving from or near to Port docks (except by authorization of the Harbormaster), bicycling, skateboarding or use of motorcycles or any other wheeled vehicle unless said vehicle or device is necessary as a prosthetic device shall not be permitted on the Port docks.

OLD BUSINESS AGENDA ITEM

DATE: *March 6, 2018*
RE: *Budget Officer*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY:

OVERVIEW

- The budget committee needs a new officer

DOCUMENTS

- Budget work/budget officer proposal from Kim Boom, 1 page

COMMISSIONERS ACTION

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Budget Work/Budget Officer Proposal

With reference to the items listed below, I agree to create and submit the Port of Brookings Harbor 2018-2019 budget according and abiding to the Oregon Local Government Budget Law to the best of my ability.

- Assistance from staff in regard to expenditures/upcoming projects and publication notices.
- Granted access to resources, contacts, files and documentation needed for reference.
- Bonus of \$3000.00, based on previous bonus given to staff for budget work in April 2016, see attached. Half (\$1500.00) paid when budget is created, April 25, 2018. The remaining half (\$1500.00) paid when budget is adopted, June 20, 2018.
- Due to time constraints and limited staff, approval of any after-hours/overtime as needed.
- No public announcement of the contents of this proposal.



Kim Boom
Financial Assistant

2-22-2018
Date



Kathy Lindley Hall
Interim Port Manager

2-22-18
Date

OLD BUSINESS AGENDA ITEM

DATE: *March 6, 2018*
RE: *Budget Committee*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY: *Danielle Shepard, Administrative Assistant*

OVERVIEW

- February 20, 2018 Regular Meeting, Board needed more information, and directed staff to call each member to confirm that they wanted to continue being apart of the committee.
- Called all budget committee members February 23, 2018. Mr. Brazil is very busy at this time but is willing to continue if we come up short in members. Three members have given me a yes, and the 5th member is Mrs. Christian, and we will need someone to take her position.
-

DOCUMENTS

- Budget Committee members, 1 page

COMMISSIONERS ACTION

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**BUDGET COMMITTEE MEMBERS
2017**

POSITION	NAME and ADDRESS	APPOINTED	3-YEAR TERM EXPIRES
1	John Brazil	4/1/2017	4/1/2020
2	Richard Contestabile	4/1/2017	4/1/2020
3	Thomas Beene	4/1/2017	4/1/2020
4	Angi Christian	4/1/2017	4/1/2020
5	Barbara Ciaramella	4/1/2017	4/1/2020

OLD BUSINESS AGENDA ITEM

DATE: *March 6, 2018*
RE: *Port Rates*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY: *Danielle Shepard, Administrative Assistant*

OVERVIEW

- New Port Rates were in affect as of July 1, 2017
- Time to look at the rates again before the new fiscal year, see if there are any changes to be made.

DOCUMENTS

- Port of Brookings Harbor current rate sheet, 13 pages
- Port of Astoria's rate sheet from website, 6 pages
- Port of Newport rate sheet from website, 14 pages
- Port of Charleston rate sheet from website, 11 pages

COMMISSIONERS ACTION

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**PORT OF BROOKINGS HARBOR
RATES**

SECTION 1	SERVICE RATES	PAGE 1
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	SPORT BASIN 1 AND 2 CALCULATED RATES PER LENGTH	APPENDIX A
	SPORT BASIN 1 <u>WATER ONLY</u> CALCULATED RATES PER LENGTH	APPENDIX B
	COMMERCIAL BASIN 1 AND 2 CALCULATED RATES PER LENGTH	APPENDIX C

PORT OF BROOKINGS HARBOR

Section 1. Service Rates

Rates apply to all Port of Brookings Harbor locations unless otherwise noted. Rates become effective July 1, 2017. Port owned equipment to be operated by port personnel. **30-minute minimum on all hourly rates.** All port equipment rates include operator.

A. <u>Forklift, 5 ton capacity</u>		
per hour	_____	\$ 60.00
B. <u>Port Truck</u>		
per hour	_____	\$ 60.00
C. <u>Backhoe</u>		
per hour	_____	\$ 90.00
D. <u>Boat Tow</u>		
per hour	_____	\$ 120.00
E. <u>Port Boat</u>		
per hour	_____	\$ 120.00
F. <u>Boat Pump Out</u>		
per hour	_____	\$ 100.00
G. <u>Boat Pump - Loan</u>		
per day	_____	\$ 60.00
H. <u>Hydraulic Crane, 15 ton capacity</u>		
per hour	_____	\$ 120.00
I. <u>Welding Machine</u>		
per hour	_____	\$ 60.00
J. <u>Welder Plug</u>		
per day	_____	\$ 20.00
K. <u>Fueling Over the Dock</u>		
per gallon	_____	\$ 0.08
L. <u>Pump / Line Service</u>		
per hour	_____	\$ 100.00
M. <u>Boat / Trailer Storage</u>		
1) Unsecured Area		
per day	_____	\$ 2.00
per month	_____	\$ 30.00
2) Secured Area		
per day	_____	\$ 3.00
per month	_____	\$ 58.00
N. <u>Gear Storage</u>	Rate amended 07-27-17, Special Comm. Meeting	
per SF per month	_____	\$ 0.0575
O. <u>Wood Work Barge</u>		
per day	_____	\$ 10.00
P. <u>Clean-Up</u>		
Fees will be charged for each man-hour at established rates		
Equipment charges are extra		
Q. <u>Disposal Fees</u>		
1) Waste Oil	_____	No Charge
2) Oil-Water Mix	_____	No Charge
3) Net / Gear Disposal		
per pound	_____	\$ 0.16

PORT OF BROOKINGS HARBOR

4) Garbage, per pound	_____	\$	0.11
R. <u>Port Labor</u>			
1) Includes administration staff per hour	_____	\$	100.00
2) Overtime, any service required outside established working hours per hour	_____	\$	120.00
3) Emergency call-out Any services requiring a port employee NOT currently on duty to report to duty after hours will be charged twice the normal rate per hour, minimum 1 hour	_____	\$	200.00
S. <u>Keys / Cards</u>			
Deposit Fee	_____	\$	20.00
T. <u>Permit to Sell Fish from Boat, per year</u>	_____	\$	150.00

Section 2. Boat Yard

A routine maintenance haul-out or launch is not an emergency. An emergency situation exists only when a vessel is distressed to the degree that it is taking on water at a rate that will cause damage that can be prevented by removing the vessel from the water.

Haul-out and repair yard charges must be paid in full prior to launch or at the end of each 30 days the vessel remains in the repair yard. Haul-out includes one hour of in strap for boat wash. 1-hour minimum on hourly rates.

Yard days may be reduced due to inclement weather by port manager approval. No long term storage rates for boats in the boat yard. All boats in storage yard charged as stated below.

A. <u>Haul Out, 50 ton capacity, 28 foot minimum</u>			
1) Round Trip, per foot less than 40 foot	_____	\$	9.00
2) greater than 41 foot	_____	\$	11.00
3) One Way Trip 60% of Round Trip	_____		Calculate
B. <u>Remain In Strap, after hour</u>			
per hour	_____	\$	185.00
C. <u>Lift to Trailer</u>			
per hour	_____	\$	185.00
D. <u>Moving After Being Blocked</u>			
per hour	_____	\$	185.00
E. <u>Yard Days</u>			
First and last day no charge per foot per day	_____	\$	1.00
F. <u>Boat Wash (pressure washer)</u>			
per foot	_____	\$	1.50
G. <u>Scaffolding (if available)</u>			
per week	_____	\$	165.00
H. <u>Stepping Mast One Way</u>			
per hour	_____	\$	180.00
I. <u>Boat Stands for Boat Storage</u>			
per stand per month	_____	\$	12.00
J. <u>Pole Storage</u>			
per month	_____	\$	10.00

PORT OF BROOKINGS HARBOR

Section 3a. Sport Moorage with Power & Water

Per linear foot. All charges for greater length between dock and boat. *See appendix for calculated rates based on length.

A. Moorage with Power & Water, per linear foot

1) Daily	_____	\$	0.58
2) Weekly	_____	\$	3.46
3) Calendar Month	_____	\$	10.39
4) Semi-Annual	_____	\$	23.59
5) Annual	_____	\$	41.42
6) Live aboard. Monthly rate by agreement only.			
a) First person	_____	\$	75.00
b) Each additional	_____	\$	75.00

B. Charter Boats

Charter License			
per person	_____	\$	50.00

C. Dock Box

Purchase (at cost)	_____		
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D. Line Replacement, Hourly labor rate, half hour minimum

per foot, per time	_____	\$	1.00
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E. Launch Fee

1) Daily	_____	\$	5.00
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F. Parking Pass

1) Annual Parking Pass			
a) Jan - June, to remainder of year	_____	\$	150.00
b) July - Sept, to remainder of year	_____	\$	100.00
c) Oct - Dec, to remainder of year	_____	\$	75.00

Section 3b. Sport Moorage with Water Only

Per linear foot. All charges for greater length between dock and boat. *See appendix for calculated rates based on length.

A. Moorage, per linear foot

1) Daily	_____	\$	0.55
2) Weekly	_____	\$	3.30
3) Calendar Month	_____	\$	9.89
4) Semi-Annual	_____	\$	22.46
5) Annual	_____	\$	39.45

Section 3c. Commercial and Charter Rates

Per linear foot. All charges for greater length between dock and boat. *See appendix for calculated rates based on length.

A. Moorage, per linear foot

1) Daily	_____	\$	0.56
2) Weekly	_____	\$	3.37
3) Calendar Month	_____	\$	10.12
4) Semi-Annual	_____	\$	19.35
5) Annual	_____	\$	34.02

PORT OF BROOKINGS HARBOR

Section 4. Fuel

Fuel pricing will be adjusted per purchase price. No discounts for credit card or charge purchases. Schedule below is mark-up above fuel purchase price.

<u>A. Diesel, ULSD #2 Marine Blend</u>	
1) Under 100 gallons	\$ 0.58
2) Over 100 gallons	\$ 0.43
3) Over 500 gallons	\$ 0.38
4) Over 1000 gallons	\$ 0.33
5) Over 2000 gallons	\$ 0.28
6) Over 3000 gallons	\$ 0.23
<u>B. 92 Pre Non Ethanol Gasoline</u>	
per gallon	\$ 1.18

Section 5. RV Park

Reservations can be made online, by phone or in person. Rates amended 07-27-17, Special Comm. Meeting

<u>A. Year Round</u>	
1) Daily	
• Pull thru full hook-up	\$ 51.00
• Back in full hook-up	\$ 44.00
• Partial hook-up	\$ 36.00
• Dry Camping	\$ 32.00
• Tent Sites	\$ 27.00
2) Weekly	
• Pull thru full hook-up	\$ 306.00
• Back in full hook-up	\$ 264.00
• Partial hook-up	\$ 216.00
• Dry Camping	\$ 192.00
• Tent Sites	\$ 162.00
<u>B. Holidays, 3 night minimum</u>	
1) Daily	
• Pull thru full hook-up	\$ 95.00
• Back in full hook-up	\$ 84.00
• Partial hook-up	\$ 54.00
• Dry Camping	\$ 46.00
• Tent Sites	\$ 38.00
<u>C. Laundry Machines - Currently not in operation</u>	
per load	CLOSED \$ 2.00
<u>D. Showers</u>	\$ 0.50

Section 6. Commercial Retail

<u>A. Warehouse - Shop</u>	
per square foot	\$ 0.50
<u>B. Warehouse - Storage</u>	
per square foot	\$ 0.40

PORT OF BROOKINGS HARBOR

<u>C. Commercial Docks</u>			
per square foot	_____	\$	0.63
<u>D. Surfaced Concrete</u>			
per square foot	_____	\$	0.50
<u>E. Surfaced Asphalt</u>			
per square foot	_____	\$	0.30
<u>F. Retail Center</u>			
per square foot	_____	\$	1.072

Section 7. Fines

A. Failure to pay launch fee	_____	\$	25.00
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Section 8. Administration Fees

Staff may require payment or deposit in advance of service. (ORS 192.440(4)(a))

<u>A. Public Records Request Fee Schedule</u>			
1) Copies of Public Records, per page	_____	\$	0.25
2) Copies of Sound Recordings	_____	\$	10.00
3) Copies of Port By-Laws, Codes	_____	\$	20.00
4) Copies of Nonstandard documents	_____	\$	20.00
<u>B. Research and Computer Time</u>			
Written request required. Hourly rate, half-hour minimum, under 15 min not charge	_____	\$	35.00
C. <u>CD Fee if available</u>	_____	\$	5.00
<u>D. Faxes/Emails. Per page</u>			
1) Local	_____	\$	1.00
2) Long Distance	_____	\$	1.50
3) Incoming	_____	\$	1.00
4) Copies	_____	\$	0.25
E. <u>Long Distance Phone Calls</u>	_____	\$	2.00
F. <u>Lamination</u> , per page, letter size	_____	\$	2.00
G. <u>Notice Posting</u> . For non-payment of lease or moorage	_____	\$	50.00
H. <u>Failure to Register</u> . For research related to unregistered boats	_____	\$	25.00
I. <u>Returned Check Fee</u>	_____	\$	50.00
J. <u>Per Annum Interest Rate</u> . Applied to past due accounts	_____		18%
K. <u>POV Mileage Reimbursement Rate (IRS)</u>	_____		current
L. <u>Impound Seizure Fee</u> . Vessel impounding	_____	\$	750.00
<u>M. Property Ground Event Use</u>			
1) Boardwalk Retail, per day	_____	\$	300.00
2) Boardwalk Retail / Parking Lot, per day	_____	\$	600.00
3) Kite Field, per day	_____	\$	300.00
4) RV Park Picnic Area, per day	_____	\$	125.00
5) Parking Lot behind Mainbrace	_____	\$	300.00
6) Parking Lot at Boat Wash	_____	\$	300.00
7) Saturday Market, per vender	_____	\$	10.00
8) Car Shows, per vehicle	_____	\$	5.00
N. <u>Impound Seizure Fee</u> . Car / Truck / Trailer	_____	\$	100.00
<u>O. Vessel Moving</u>			

PORT OF BROOKINGS HARBOR

per hour, does not include port boat tow rate	\$	100.00
P. <u>Background Check</u>	\$	25.00
Q. <u>Credit Check</u>	\$	35.00
R. <u>Electrical and Water Meter Readings</u>		
1) Coos Curry Electrical Rate, Plus	\$	0.03

Section 9. Insurance Certificate Limits

Effective July 1, 2016. Additional coverages may be required based upon business type and Port's discretion. A certificate naming the Port as an additional insured is also required.

A. Leases / Tenants

1) General Liability, Each Occurrence	\$2MM
2) Damage to Rented Premises (each occurrence)	\$ 300,000.00
3) Medical Expenses (any one person)	\$ 5,000.00
4) Personal and Adverse Injury	\$2MM
5) General Aggregate	\$2MM
6) Products - Comp/Op Aggregate	\$2MM

B. Moorage / Vessels

1) Commercial Vessels	
a. General Liability	\$ 1,000,000.00
2) Recreational Vessels	
a. General Liability	\$ 500,000.00
3) Charter / Guide Vessels	
a. General Liability	\$ 1,000,000.00

SPORT BASIN 1 AND 2 CALCULATED RATES PER LENGTH - APPENDIX A

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75.00

NOTE: Rates are based on vessel length or slip length - whichever is greater

Price includes shore water

Electric billed monthly, separately from moorage rates

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
20	11.60	69.20	207.80	471.80	828.40
21	12.18	72.66	218.19	495.39	869.82
22	12.76	76.12	228.58	518.98	911.24
23	13.34	79.58	238.97	542.57	952.66
24	13.92	83.04	249.36	566.16	994.08
25	14.50	86.50	259.75	589.75	1035.50
26	15.08	89.96	270.14	613.34	1076.92
27	15.66	93.42	280.53	636.93	1118.34
28	16.24	96.88	290.92	660.52	1159.76
29	16.82	100.34	301.31	684.11	1201.18
30	17.40	103.80	311.70	707.70	1242.60
31	17.98	107.26	322.09	731.29	1284.02
32	18.56	110.72	332.48	754.88	1325.44
33	19.14	114.18	342.87	778.47	1366.86
34	19.72	117.64	353.26	802.06	1408.28
35	20.30	121.10	363.65	825.65	1449.70
36	20.88	124.56	374.04	849.24	1491.12
37	21.46	128.02	384.43	872.83	1532.54
38	22.04	131.48	394.82	896.42	1573.96
39	22.62	134.94	405.21	920.01	1615.38
40	23.20	138.40	415.60	943.60	1656.80
41	23.78	141.86	425.99	967.19	1698.22
42	24.36	145.32	436.38	990.78	1739.64
43	24.94	148.78	446.77	1014.37	1781.06
44	25.52	152.24	457.16	1037.96	1822.48
45	26.10	155.70	467.55	1061.55	1863.90
46	26.68	159.16	477.94	1085.14	1905.32
47	27.26	162.62	488.33	1108.73	1946.74
48	27.84	166.08	498.72	1132.32	1988.16
49	28.42	169.54	509.11	1155.91	2029.58
50	29.00	173.00	519.50	1179.50	2071.00
51	29.58	176.46	529.89	1203.09	2112.42
52	30.16	179.92	540.28	1226.68	2153.84
53	30.74	183.38	550.67	1250.27	2195.26
54	31.32	186.84	561.06	1273.86	2236.68
55	31.90	190.30	571.45	1297.45	2278.10
56	32.48	193.76	581.84	1321.04	2319.52
57	33.06	197.22	592.23	1344.63	2360.94
58	33.64	200.68	602.62	1368.22	2402.36
59	34.22	204.14	613.01	1391.81	2443.78
60	34.80	207.60	623.40	1415.40	2485.20
61	35.38	211.06	633.79	1438.99	2526.62
62	35.96	214.52	644.18	1462.58	2568.04
63	36.54	217.98	654.57	1486.17	2609.46
64	37.12	221.44	664.96	1509.76	2650.88
65	37.70	224.90	675.35	1533.35	2692.30
66	38.28	228.36	685.74	1556.94	2733.72
67	38.86	231.82	696.13	1580.53	2775.14
68	39.44	235.28	706.52	1604.12	2816.56
69	40.02	238.74	716.91	1627.71	2857.98

SPORT BASIN 1 AND 2 CALCULATED RATES PER LENGTH - APPENDIX A

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75.00

NOTE: Rates are based on vessel length or slip length - whichever is greater

Price includes shore water

Electric billed monthly, separately from moorage rates

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
70	40.60	242.20	727.30	1651.30	2899.40
71	41.18	245.66	737.69	1674.89	2940.82
72	41.76	249.12	748.08	1698.48	2982.24
73	42.34	252.58	758.47	1722.07	3023.66
74	42.92	256.04	768.86	1745.66	3065.08
75	43.50	259.50	779.25	1769.25	3106.50
76	44.08	262.96	789.64	1792.84	3147.92
77	44.66	266.42	800.03	1816.43	3189.34
78	45.24	269.88	810.42	1840.02	3230.76
79	45.82	273.34	820.81	1863.61	3272.18
80	46.40	276.80	831.20	1887.20	3313.60
81	46.98	280.26	841.59	1910.79	3355.02
82	47.56	283.72	851.98	1934.38	3396.44
83	48.14	287.18	862.37	1957.97	3437.86
84	48.72	290.64	872.76	1981.56	3479.28
85	49.30	294.10	883.15	2005.15	3520.70
86	49.88	297.56	893.54	2028.74	3562.12
87	50.46	301.02	903.93	2052.33	3603.54
88	51.04	304.48	914.32	2075.92	3644.96
89	51.62	307.94	924.71	2099.51	3686.38
90	52.20	311.40	935.10	2123.10	3727.80
91	52.78	314.86	945.49	2146.69	3769.22
92	53.36	318.32	955.88	2170.28	3810.64
93	53.94	321.78	966.27	2193.87	3852.06
94	54.52	325.24	976.66	2217.46	3893.48
95	55.10	328.70	987.05	2241.05	3934.90
96	55.68	332.16	997.44	2264.64	3976.32
97	56.26	335.62	1007.83	2288.23	4017.74
98	56.84	339.08	1018.22	2311.82	4059.16
99	57.42	342.54	1028.61	2335.41	4100.58
100	58.00	346.00	1039.00	2359.00	4142.00

SPORT BASIN 1 WATER ONLY CALCULATED RATES PER LENGTH - APPENDIX B

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75.00

**NOTE: Rates are based on vessel length or slip length - whichever is greater
Price includes shore water**

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
20	11.00	66.00	197.80	449.20	789.00
21	11.55	69.30	207.69	471.66	828.45
22	12.10	72.60	217.58	494.12	867.90
23	12.65	75.90	227.47	516.58	907.35
24	13.20	79.20	237.36	539.04	946.80
25	13.75	82.50	247.25	561.50	986.25
26	14.30	85.80	257.14	583.96	1025.70
27	14.85	89.10	267.03	606.42	1065.15
28	15.40	92.40	276.92	628.88	1104.60
29	15.95	95.70	286.81	651.34	1144.05
30	16.50	99.00	296.70	673.80	1183.50
31	17.05	102.30	306.59	696.26	1222.95
32	17.60	105.60	316.48	718.72	1262.40
33	18.15	108.90	326.37	741.18	1301.85
34	18.70	112.20	336.26	763.64	1341.30
35	19.25	115.50	346.15	786.10	1380.75
36	19.80	118.80	356.04	808.56	1420.20
37	20.35	122.10	365.93	831.02	1459.65
38	20.90	125.40	375.82	853.48	1499.10
39	21.45	128.70	385.71	875.94	1538.55
40	22.00	132.00	395.60	898.40	1578.00
41	22.55	135.30	405.49	920.86	1617.45
42	23.10	138.60	415.38	943.32	1656.90
43	23.65	141.90	425.27	965.78	1696.35
44	24.20	145.20	435.16	988.24	1735.80
45	24.75	148.50	445.05	1010.70	1775.25
46	25.30	151.80	454.94	1033.16	1814.70
47	25.85	155.10	464.83	1055.62	1854.15
48	26.40	158.40	474.72	1078.08	1893.60
49	26.95	161.70	484.61	1100.54	1933.05
50	27.50	165.00	494.50	1123.00	1972.50
51	28.05	168.30	504.39	1145.46	2011.95
52	28.60	171.60	514.28	1167.92	2051.40
53	29.15	174.90	524.17	1190.38	2090.85
54	29.70	178.20	534.06	1212.84	2130.30
55	30.25	181.50	543.95	1235.30	2169.75
56	30.80	184.80	553.84	1257.76	2209.20
57	31.35	188.10	563.73	1280.22	2248.65
58	31.90	191.40	573.62	1302.68	2288.10
59	32.45	194.70	583.51	1325.14	2327.55
60	33.00	198.00	593.40	1347.60	2367.00
61	33.55	201.30	603.29	1370.06	2406.45
62	34.10	204.60	613.18	1392.52	2445.90
63	34.65	207.90	623.07	1414.98	2485.35
64	35.20	211.20	632.96	1437.44	2524.80
65	35.75	214.50	642.85	1459.90	2564.25
66	36.30	217.80	652.74	1482.36	2603.70
67	36.85	221.10	662.63	1504.82	2643.15
68	37.40	224.40	672.52	1527.28	2682.60
69	37.95	227.70	682.41	1549.74	2722.05
70	38.50	231.00	692.30	1572.20	2761.50

SPORT BASIN 1 WATER ONLY CALCULATED RATES PER LENGTH - APPENDIX B

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75.00

NOTE: Rates are based on vessel length or slip length - whichever is greater
 Price includes shore water

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
71	39.05	234.30	702.19	1594.66	2800.95
72	39.60	237.60	712.08	1617.12	2840.40
73	40.15	240.90	721.97	1639.58	2879.85
74	40.70	244.20	731.86	1662.04	2919.30
75	41.25	247.50	741.75	1684.50	2958.75
76	41.80	250.80	751.64	1706.96	2998.20
77	42.35	254.10	761.53	1729.42	3037.65
78	42.90	257.40	771.42	1751.88	3077.10
79	43.45	260.70	781.31	1774.34	3116.55
80	44.00	264.00	791.20	1796.80	3156.00
81	44.55	267.30	801.09	1819.26	3195.45
82	45.10	270.60	810.98	1841.72	3234.90
83	45.65	273.90	820.87	1864.18	3274.35
84	46.20	277.20	830.76	1886.64	3313.80
85	46.75	280.50	840.65	1909.10	3353.25
86	47.30	283.80	850.54	1931.56	3392.70
87	47.85	287.10	860.43	1954.02	3432.15
88	48.40	290.40	870.32	1976.48	3471.60
89	48.95	293.70	880.21	1998.94	3511.05
90	49.50	297.00	890.10	2021.40	3550.50
91	50.05	300.30	899.99	2043.86	3589.95
92	50.60	303.60	909.88	2066.32	3629.40
93	51.15	306.90	919.77	2088.78	3668.85
94	51.70	310.20	929.66	2111.24	3708.30
95	52.25	313.50	939.55	2133.70	3747.75
96	52.80	316.80	949.44	2156.16	3787.20
97	53.35	320.10	959.33	2178.62	3826.65
98	53.90	323.40	969.22	2201.08	3866.10
99	54.45	326.70	979.11	2223.54	3905.55
100	55.00	330.00	989.00	2246.00	3945.00

COMMERCIAL BASIN 1 AND 2 CALCULATED RATES PER LENGTH - APPENDIX C

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75

NOTE: Rates are based on vessel length or slip length - whichever is greater

Price includes shore water

Electric billed monthly, separately from moorage rates

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
20	11.20	67.40	202.40	387.00	680.40
21	11.76	70.77	212.52	406.35	714.42
22	12.32	74.14	222.64	425.70	748.44
23	12.88	77.51	232.76	445.05	782.46
24	13.44	80.88	242.88	464.40	816.48
25	14.00	84.25	253.00	483.75	850.50
26	14.56	87.62	263.12	503.10	884.52
27	15.12	90.99	273.24	522.45	918.54
28	15.68	94.36	283.36	541.80	952.56
29	16.24	97.73	293.48	561.15	986.58
30	16.80	101.10	303.60	580.50	1020.60
31	17.36	104.47	313.72	599.85	1054.62
32	17.92	107.84	323.84	619.20	1088.64
33	18.48	111.21	333.96	638.55	1122.66
34	19.04	114.58	344.08	657.90	1156.68
35	19.60	117.95	354.20	677.25	1190.70
36	20.16	121.32	364.32	696.60	1224.72
37	20.72	124.69	374.44	715.95	1258.74
38	21.28	128.06	384.56	735.30	1292.76
39	21.84	131.43	394.68	754.65	1326.78
40	22.40	134.80	404.80	774.00	1360.80
41	22.96	138.17	414.92	793.35	1394.82
42	23.52	141.54	425.04	812.70	1428.84
43	24.08	144.91	435.16	832.05	1462.86
44	24.64	148.28	445.28	851.40	1496.88
45	25.20	151.65	455.40	870.75	1530.90
46	25.76	155.02	465.52	890.10	1564.92
47	26.32	158.39	475.64	909.45	1598.94
48	26.88	161.76	485.76	928.80	1632.96
49	27.44	165.13	495.88	948.15	1666.98
50	28.00	168.50	506.00	967.50	1701.00
51	28.56	171.87	516.12	986.85	1735.02
52	29.12	175.24	526.24	1006.20	1769.04
53	29.68	178.61	536.36	1025.55	1803.06
54	30.24	181.98	546.48	1044.90	1837.08
55	30.80	185.35	556.60	1064.25	1871.10
56	31.36	188.72	566.72	1083.60	1905.12
57	31.92	192.09	576.84	1102.95	1939.14
58	32.48	195.46	586.96	1122.30	1973.16
59	33.04	198.83	597.08	1141.65	2007.18
60	33.60	202.20	607.20	1161.00	2041.20
61	34.16	205.57	617.32	1180.35	2075.22
62	34.72	208.94	627.44	1199.70	2109.24
63	35.28	212.31	637.56	1219.05	2143.26
64	35.84	215.68	647.68	1238.40	2177.28
65	36.40	219.05	657.80	1257.75	2211.30
66	36.96	222.42	667.92	1277.10	2245.32
67	37.52	225.79	678.04	1296.45	2279.34
68	38.08	229.16	688.16	1315.80	2313.36
69	38.64	232.53	698.28	1335.15	2347.38

COMMERCIAL BASIN 1 AND 2 CALCULATED RATES PER LENGTH - APPENDIX C

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75

NOTE: Rates are based on vessel length or slip length - whichever is greater

Price includes shore water

Electric billed monthly, separately from moorage rates

70	39.20	235.90	708.40	1354.50	2381.40
71	39.76	239.27	718.52	1373.85	2415.42
72	40.32	242.64	728.64	1393.20	2449.44
73	40.88	246.01	738.76	1412.55	2483.46
74	41.44	249.38	748.88	1431.90	2517.48
75	42.00	252.75	759.00	1451.25	2551.50
76	42.56	256.12	769.12	1470.60	2585.52
77	43.12	259.49	779.24	1489.95	2619.54
78	43.68	262.86	789.36	1509.30	2653.56
79	44.24	266.23	799.48	1528.65	2687.58
80	44.80	269.60	809.60	1548.00	2721.60
81	45.36	272.97	819.72	1567.35	2755.62
82	45.92	276.34	829.84	1586.70	2789.64
83	46.48	279.71	839.96	1606.05	2823.66
84	47.04	283.08	850.08	1625.40	2857.68
85	47.60	286.45	860.20	1644.75	2891.70
86	48.16	289.82	870.32	1664.10	2925.72
87	48.72	293.19	880.44	1683.45	2959.74
88	49.28	296.56	890.56	1702.80	2993.76
89	49.84	299.93	900.68	1722.15	3027.78
90	50.40	303.30	910.80	1741.50	3061.80
91	50.96	306.67	920.92	1760.85	3095.82
92	51.52	310.04	931.04	1780.20	3129.84
93	52.08	313.41	941.16	1799.55	3163.86
94	52.64	316.78	951.28	1818.90	3197.88
95	53.20	320.15	961.40	1838.25	3231.90
96	53.76	323.52	971.52	1857.60	3265.92
97	54.32	326.89	981.64	1876.95	3299.94
98	54.88	330.26	991.76	1896.30	3333.96
99	55.44	333.63	1001.88	1915.65	3367.98
100	56.00	337.00	1012.00	1935.00	3402.00



East Basin Moorage Rates

Moorage rate is based on overall length of the vessel or slip size which ever one is longer.

Live aboard fee \$50.00 per month first person and \$40.00 for additional persons.

Moorage Rates

	Annual	Monthly
Recreational	\$37.00 per ft	\$11.00 per ft
Commercial Passenger	\$41.00 per ft	\$15.00 per ft
Commercial Passenger (w/ POA property lease)	\$37.00 per ft	\$11.00 per ft
Commercial non Passenger	\$37.00 per ft	\$11.00 per ft

Daily

20-29 ft	30-39 ft	40-49 ft	50-59 ft	60-69 ft	70-79 ft	80-89 ft	90-99 ft	100-109 ft	110-119 ft
\$20.00	\$25.00	\$30.00	\$40.00	\$45.00	\$50.00	\$60.00	\$70.00	\$80.00	\$100.00

Electrical Rates

		30 amp	50 amp
Monthly	Recreational	\$65.00	\$100.00
	Commercial	\$95.00	\$125.00
Daily	Commercial and Recreational	\$5.00	\$10.00

Annual	Commercial and Recreational	\$15.00/month plus usage	\$20.00/month plus usage
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Parking

Annual Moorage Tenant will receive 1 parking pass per year.

Extra parking pass for annual moorage tenant	\$100.00
Monthly Parking Pass	\$150.00
Daily Parking Pass - West Basin	\$10.00
Daily Parking Pass - East Basin	\$10.00

Related Miscellaneous Fees:

Emergency Pump Out	\$65.00 plus labor
Oil Pads	\$2.00 each
Oil Boom	\$35.00 per section
Labor	\$79.00 per hour

Contact

For more information, please contact Marina Office at 503 325-8279 (office), 503 791-7730 (cell), or e-mail the Marina Manager at marina@portofastoria.com.

- Commissioner Bios
- Port of Astoria Staff
- Job Openings
- Items for Sale
- Port News
- Port Events
- East Basin
- West Basin
- Term of Use



West Basin Moorage Rates

Moorage rate is based on overall length of the vessel or slip size which ever one is longer.

Live aboard fee \$50.00 per month first person and \$40.00 for additional persons.

Moorage Rates

	Annual	Monthly
Recreational	\$37.00 per ft	\$11.00 per ft
Commercial Passenger	\$41.00 per ft	\$15.00 per ft
Commercial Passenger (w/ POA property lease)	\$37.00 per ft	\$11.00 per ft
Commercial non Passenger	\$37.00 per ft	\$11.00 per ft

Daily

20-29 ft	30-39 ft	40-49 ft	50-59 ft	60-69 ft	70-79 ft	80-89 ft	90-99 ft	100-109 ft	110-119 ft
\$20.00	\$25.00	\$30.00	\$40.00	\$45.00	\$50.00	\$60.00	\$70.00	\$80.00	\$100.00

Electrical Rates

		30 amp	50 amp
Monthly	Recreational	\$65.00	\$100.00
	Commercial	\$95.00	\$125.00
Daily	Commercial and Recreational	\$5.00	\$10.00

Annual	Commercial and Recreational	\$15.00/month plus usage	\$20.00/month plus usage
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Parking

Annual Moorage Tenant will receive 1 parking pass per year.

Extra parking pass for annual moorage tenant	\$100.00
Monthly Parking Pass	\$150.00
Daily Parking Pass - West Basin	\$10.00
Daily Parking Pass - East Basin	\$10.00

Related Miscellaneous Fees:

Emergency Pump Out	\$65.00 plus labor
Oil Pads	\$2.00 each
Oil Boom	\$35.00 per section
Labor	\$79.00 per hour

Contact

For more information, please contact Marina Office at 503 325-8279 (office), 503 791-7730 (cell), or e-mail the Marina Manager at marina@portofastoria.com.

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Boatyard Rates

The following rates will go into effect October 1, 2017.

Pier 3 Boatyard Rates

Haul-Out/Round Trip:	\$8.65 per ft for less than 50 ft	\$11.65 per ft for greater than 50 ft
Haul-Out 1 Way:	60% of round-trip rate	
Active yard:	\$0.59 per ft for less than 30 days	\$0.29 per ft increase for each additional 30 day period
Trailer Storage:	\$5.00 per day	\$100.00 monthly
Power	\$5.00 per day (30 amp)	\$10.00 per day (50 amp)
Crane:	\$125.00 hourly	
Washdown:	\$95.00 hourly	
88-ton TraveLift:	\$157.00 hourly	
Labor:	\$79.00 hourly	
Gear Storage:	\$0.20 per sq. ft	

Tongue Point Rates

TP Gear Storage: \$132.00 per block (1,200 sq ft) monthly

TP Active Storage: \$0.33 per sq ft monthly

TP Inactive Storage: \$0.17 per sq ft monthly

WHAT'S NEW

KNAPPA HIGH SCHOOL STUDENTS BUILD BARRIER TO KEEP SEA LIONS OFF DOCKS -

Knappa High School students built colorful railings to deter the sea lions

SEA LIONS IN THE NEWS - Various news outlets reported on the issue of the sea lions down at the East Mooring Basin.

Cruise Calendar



Port Calendar



CONTACT US



Administrative Offices - 600 S.E. Bay Blvd. / (541) 265-7758
Bay Front Boat Basin – 600 S.E. Bay Blvd. / (541) 270-5557
South Beach Marina/RV Park – 2120 S.E. Marine Science Dr. / (541) 867-3321
International Terminal – 1510 S.E. Bay Blvd. / (541) 265-9651

**PORT OF NEWPORT
BAY FRONT BOAT BASIN, INTERNATIONAL
TERMINAL AND SOUTH BEACH MARINA SERVICE
RATES**

SERVICE RATES	PAGE 1
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SOUTH BEACH MARINA CALCULATED RATES PER LENGTH	APPENDIX A
COMMERCIAL MARINA CALCULATED RATES PER LENGTH	APPENDIX B

Section 1. Service Rates. Rates apply to all Port of Newport locations unless otherwise noted. Rates become effective July 1, 2017. Port owned equipment to be operated by port personnel. Rates are per hour, ¼ hour minimum, in 15 minute increments, unless otherwise noted.

- A. Forklift. Includes equipment and labor.
 - 1. Small. Toyotas.
 - a. per hour \$65.00
 - b. minimum charge \$48.75
 - 2. Large. All at International Terminal (IT).
 - a. per hour \$83.00
 - b. minimum charge \$62.25
- B. Hoist Dock. Tie up fee, per hour.
 - 1. one hour minimum, up to 3hrs \$39.00
 - 2. after 3 hours \$47.00
- C. Hoist Dock Cranes.
 - 1. Large Capacity. Includes equipment and labor.
 - a. per hour \$95.00
 - b. minimum charge \$71.25
 - 2. Launch Sail Boats. Includes recovery, per launch..... \$45.00
- D. Service Docks.
 - 1. Swede's. In addition to moorage..... double transient rate
- E. City Water city rate



Administrative Offices - 600 S.E. Bay Blvd. / (541) 265-7758
 Bay Front Boat Basin - 600 S.E. Bay Blvd. / (541) 270-5557
 South Beach Marina/RV Park - 2120 S.E. Marine Science Dr. / (541) 867-3321
 International Terminal - 1510 S.E. Bay Blvd. / (541) 265-9651

F. <u>Fuel Surcharge</u> . International Terminal only. Per gallon	\$0.033
G. <u>Electricity</u> . Swede's Dock, Dock 1, and IT. Per day charge.	
1. 208/220 v, single phase & 208 v three phase	\$16.00
2. 120v, IT	\$7.00
3. PD 7 Service Dock, 110v pumps	\$7.00
4. PD 7 Yard Charge, trucks	\$12.00
H. <u>Hydraulic Crane</u> . Includes equipment and labor. 30 ton capacity, per hour, 1 hour minimum	\$192.00
I. <u>Pump/Line Service</u> . Includes one Port employee only. Additional staff required will be billed at the established hourly labor rate. Per hour.....	\$62.00
J. <u>Storage</u> .	
1. <u>Outside Lot Storage</u> .	
a. per square foot, monthly charge	\$0.23
b. minimum monthly charge	\$23.00
c. boat trailer only, per night	\$2.50
d. boat on trailer, per night, 10 days limit	\$8.00
2. <u>Emergency Storage Fee</u> . Per day billed as guest. For vehicles, boats or trailers prior to being considered unclaimed property in possession (ORS 98.245). Charge for improper use of parking lot (i.e. boat repair).....	\$23.00
K. <u>Gear Work</u> . Boat crew is responsible for clean-up. If Port Employees are required to clean up area, the boat account will be billed at the established hourly labor rate.	
1. Commercial Marina, per day	\$20.00
2. Terminal Lot, per day. Short term use only.....	\$20.00
3. South Beach Marina, per day	\$20.00
L. <u>Work Barge</u> . Includes equipment and labor.	
1. Work Boat, per hour. Licensed captain extra.....	\$184.00
2. Wood Barge, per day (tug extra).....	\$25.00
3. Skiff, per hour	\$67.00
M. <u>Clean-up</u> . Fees will be charged for each man-hour at the established labor. Equipment charges are extra.	
1. Oil Spills, per hour	\$97.00
N. <u>Disposal Fees</u> .	
1. Just Oil, per gallon	\$0.50
2. Oil-Water Mix, per gallon	\$1.00
3. Net Disposal and/or Related Gear, per pound.....	\$0.18
4. Garbage, per pound	\$0.15
O. <u>Port Labor</u> . Includes administration staff.	
1. per hour; 3/4 hour minimum, in 15 min. increments	\$53.00
2. Overtime. Any services required outside the established working hours, unless otherwise posted, will be charge at one and one- half times (1.5) the normal rate for labor. Per hour, 1 hour minimum	\$79.50
3. Emergency Call-out. Any services requiring a port employee not currently on duty to report to duty after hours, will be charged twice (2.0) the normal rate for labor. Per hour	\$106.00
P. <u>Pallet Charge</u> . Any Port owned pallet leaving yard, each	\$6.00
Q. <u>Dredge Spoils</u> . Includes state fees; may be waived for other public agencies Per cubic yard	\$2.50



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- R. Keys/Cards.
 - 1. South Beach Facilities. Cards.
 - a. original/first two free
 - b. replacement/additional \$6.00
 - 2. Bay Front Facilities. Keys.
 - a. original/first one \$17.00
 - b. replacement/additional \$30.00

Section 2. Bay Front Charges. Per linear foot. All charges for greater length between dock and boat.

- A. Moorage. Per linear foot.
 - 1. Daily \$0.50
 - 2. Calendar Month..... \$9.00
 - 3. Semi-Annual..... \$33.00
 - 4. Annual \$44.00
- B. Annual Parking Permit. Rate effective for calendar year starting April 1st.
 Commercial Fishermen only..... \$22.00

Section 3. International Terminal Charges. International Terminal Tariff No. 1 adopted via Res. No. 2014-03 on May 22, 2014. All fees authorized via Tariff No. 1. Effective July 1, 2014.

- A. Port Security Fee. (§I.13). Per day \$895.00
- B. Materials & Supplies. (§I.31). Cost plus 25%
- C. Dockage Charges. (§III.13). Rate per day, by length.
 - 1. 000.00 – 351.05 ft. \$1,627.00
 - 2. 351.05 – 371.02 ft. \$1,792.00
 - 3. 371.02 – 400.26 ft. \$1,981.00
 - 4. 400.26 – 426.51 ft. \$2,203.00
 - 5. 426.51 – 449.48 ft. \$2,373.00
 - 6. 449.48 – 475.72 ft. \$2,607.00
 - 7. 475.72 – 498.69 ft. \$2,960.00
 - 8. 498.69 – 524.93 ft. \$3,527.00
 - 9. 524.93 – 551.18 ft. \$3,639.00
 - 10. 551.18 – 574.15 ft. \$3,822.00
 - 11. 574.15 – 600.39 ft. \$4,373.00
 - 12. 600.39 – 626.64 ft. \$5,092.00
 - 13. 626.64 – 649.99 ft. \$5,787.00
 - 14. Above 650 ft., added on top of above rate, per ft. \$ 8.90
 - 15. Exceptions for certain vessels. (§II.14), per ft. per day..... \$ 0.80
- D. Service and Facility Charges. (§III.2). Per 1000 board feet, unless noted
 - 1. Logs. Scribner scale, ex dock \$ 7.75
 - 2. Cants. \$ 6.00
 - 3. Lumber. Packaged rough. \$ 5.22
 - 4. Lumber. Packaged surfaced. \$4.63
 - 5. Plywood, Veneer, corestock & hardboard, /1000 kilos. \$5.87
 - 6. Pulp, Linerboard, bales or rolls, 2000 kilos \$ 3.49
 - 7. Other commodities, per metric ton or 1000 bf. \$ 6.83
 - 8. Other commodities, per cubic meter \$ 5.69
- E. Wharfage Assessment. (§III.6). Minimum charge for any single bill of lading \$10.00



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- F. Wharf Charges. (§III.7). Per 1000 board feet, unless noted.
 In addition to Service and Facility Charges.
- | | |
|-------------------------------------------------------------------|---------|
| 1. Logs. Scribner scale, ex dock | \$ 9.50 |
| 2. Cants | \$ 6.00 |
| 3. Lumber. Packaged rough | \$ 4.55 |
| 4. Lumber. Packaged surfaced. | \$ 4.03 |
| 5. Plywood, Veneer, corestock and hardboard, per 1000 kilos | \$ 3.96 |
| 6. Pulp, Linerboard, bales or rolls | \$ 2.72 |
| 7. Other commodities, per 1000 kilos | \$ 5.57 |
| 8. Other commodities, per cubic meter | \$ 4.57 |
- G. Cargo Staging Area. (§IV.2). Base rent for surge area.
- | | |
|----------------------------------------|------------|
| 1. per week, seven days | \$2,000.00 |
| 2. per day, less than seven days. | \$300.00 |
- H. Line Service. (§V.3). Labor will be charged at the rates set out in the current ILWU/PMA West Coast Contract. Rate schedule per day.
- | | |
|----------------|-----------------|
| 1. 2 men | \$520-\$656 |
| 2. 4 men | \$1,061-\$1,317 |
| 3. 6 men | \$1,575-\$1,973 |
| 4. 8 men | \$2,153-\$2,631 |

Section 4. South Beach Charges. Per linear foot. All charges for greater length between dock and boat, except for F-Dock which is boat length only. *Effective October 1, 2017.* *See appendix A for calculated rates based on length.

- A. Moorage. Per linear foot.
- | | |
|--------------------------------------------------|----------|
| 1. Daily | \$0.70 |
| 2. Weekly | \$4.00 |
| 3. Calendar Month | \$10.50 |
| 4. Semi-Annual | \$38.00 |
| 5. Annual | \$60.00 |
| 6. Electrical Surcharge, per extra plug on dock. | |
| a. Weekly | \$25.00 |
| b. Monthly | \$100.00 |
| 7. Live aboard. Monthly rate by agreement only. | |
| a. First person | \$53.00 |
| b. Each additional | \$46.00 |
- B. South Beach Charter Rates.
- | | |
|--------------------------------------------------|----------|
| 1. Annual Moorage, per linear foot (PONFC) | \$47.00 |
| 2. Semi-Annual Moorage, per linear foot | \$35.00 |
| 3. Charter License | \$315.00 |
- C. Dock Box.
- | | |
|-----------------------------|----------|
| 1. Purchase (at cost) | \$325.00 |
|-----------------------------|----------|
- D. Electrical Upgrade. From 20 to 30 amp. One time
- | | |
|-------|---------|
| | \$56.00 |
|-------|---------|
- E. Line Replacement. Per foot, per time
- | | |
|-------|--------|
| | \$1.25 |
|-------|--------|
- F. Launch Fee.
- | | |
|-----------------------------|---------|
| 1. Daily | \$6.00 |
| 2. Annual | |
| a. Resident | \$60.00 |
| b. Resident Senior | \$50.00 |
| c. Non-resident | \$85.00 |
| d. Non-resident Senior..... | \$75.00 |



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Section 5. Recreational Vehicle Park Fees. Effective October 1, 2017. Applicable state and municipal lodging tax will be an additional charge. Reservations may be made for the 2017 calendar year through 12/31/17. Reservations for the Seafood and Wine Festival, 2 night minimum, open for online reservations only starting at 6 am Jan 8th, 2018. Any cancellations of a Seafood and Wine site will be charged for two nights stay.

- A. High Traffic Surcharge. Per night (2 night min.) Added to all RV Park stays in Marina RV Park, RV Park Annex, and Dry Camping.
 - 1. Memorial Day, Labor Day, 4th of July..... \$20.00
 - 2. Seafood & Wine Festival..... \$50.00
 - 3. Other Special Eventsvaries
- B. Peak Season (Summer). May 1 – October 31. Base rate before taxes.
 - 1. All Marina Park Sites
 - a. Daily
 - Regular \$42.00
 - Good Sam \$37.80
 - b. Weekly
 - Regular \$264.00
 - Good Sam \$237.60
 - c. Monthly \$823.00
 - 2. The Annex
 - a. Daily \$33.00
 - b. Weekly \$198.00
 - c. Monthly \$638.00
 - 3. Dry Camping, daily..... \$22.00
- C. Off Season (Winter). November 1 – April 30.
 - 1. All Marina Park Sites
 - a. Daily
 - Regular \$38.00
 - Good Sam \$34.20
 - b. Weekly
 - Regular..... \$224.00
 - Good Sam \$201.60
 - c. Monthly \$706.00
 - 2. The Annex
 - a. Daily..... \$33.00
 - b. Weekly..... \$198.00
 - c. Monthly \$651.00
 - 3. Dry Camping, daily..... \$22.00
- D. South Beach Meeting Room. Must be pre-arranged and authorized. Keys must be obtained and returned. Certain waivers by management
 - 1. Half Day \$40.00
 - 2. Full Day..... \$80.00
- E. Pet Fee. Charged additionally.
 - 1. Daily. First pet free; each additional \$3.00
 - 2. Weekly. First pet free; each additional \$11.00
 - 3. Monthly. Charge per pet including first \$11.00
- F. Individual Fee. First two people free; each additional person charged.
 - 1. Daily \$3.00
 - 2. Weekly \$11.00
 - 3. Monthly..... \$32.00



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- G. Vehicle Fee. Any combination of three axle pieces of equipment (i.e. trailer, Fifth wheel, truck/car, storage trailer.) Charged for fourth piece.
 - 1. Daily \$7.00
 - 2. Weekly \$15.00
 - 3. Monthly..... \$35.00
- H. Reservation Deposit. Payable at booking. Deposit will be applied to actual stay, subject to cancellation fee if applicable.
 - 1. Daily and Weeklyfirst night's rate
 - 2. Monthly..... first month's rate
- I. Cancellation Fee.
 - 1. Daily or weekly reservation, except holiday or special event.
 - a. 72 hours or more before check-in date \$11.00
 - b. Less than 72 hours before check-in datefirst night's rate
 - 2. Daily or weekly reservation, holiday or special event.
 - a. 14 days or more before check-in date \$11.00
 - b. Fewer than 14 days before check-in datefirst night's rate
 - 3. Monthly reservations.
 - a. 30 days or more before check-in date \$50.00
 - b. Less than 30 days before check-in, or early check-out..... \$100.00
- J. Service Fee Reimbursement. For electric pedestal amperage overloads. First service call included in base rate. All other service reimbursements may be charged at actual cost to Port \$83.00
- K. Laundry Machines. Per load..... \$2.00
- L. Process Fees. Any additional fees incurred by the Port as part of an eviction process.
 - 1. Notice \$50.00
 - 2. FED Complaint..... \$200.00
 - 3. Court Hearing..... \$165.00
 - 4. Writ of Execution \$140.00

Section 6. Civil Penalties. Penalties found in PONFC (Sec. 7.4(a)). Paid in full. Effective July 1, 2017.

- A. Class A Violation
 - 1. 0-14 days, per day \$300.00
 - 2. 15-29 days, per day \$600.00
 - 3. 30+ days, per day \$1,000.00
- B. Class B Violation
 - 1. 0-14 days, per day \$150.00
 - 2. 15-29 days, per day \$300.00
 - 3. 30+ days, per day \$500.00
- C. Class C Violation
 - 1. 0-14 days, per day \$30.00
 - 2. 15-29 days, per day \$60.00
 - 3. 30+ days, per day \$100.00
- D. Class D Violation
 - 1. 0-14 days, per day \$15.00
 - 2. 15-29 days, per day \$30.00
 - 3. 30+ days, per day \$50.00
- E. Parking Violation. Per event, both vehicles and trailers
 - 1. 0-10 days, paid within \$40.00
 - 2. 11-20 days, paid within \$85.00
 - 3. 21+ days \$125.00



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F. Dumping Violation. Per event \$500.00

Section 7. Administrative Fees. Staff may require payment or deposit in advance of service. (ORS 192.440(4)(a)). Effective July 1, 2017.

- A. Public Records Request Fee Schedule
 - 1. Copies of Public Records, per page \$0.25
 - 2. Copies of Sound Recordings \$10.00
 - 3. Copies of Port By-Laws, Codes \$20.00
 - 4. Copies of Nonstandard documents \$20.00
- B. Research. Written request required. Hourly rate, half hour minimum \$53.00
- C. Computer Time. Port operator. Hourly rate, half hour minimum \$53.00
- D. Faxes/Emailing. Per page.
 - 1. Local \$1.00
 - 2. Long Distance \$1.50
 - 3. Incoming \$1.00
 - 4. Copies \$0.25
- E. Long Distance Phone Calls. 5 minute maximum \$2.00
- F. Lamination. Per page, letter size \$2.00
- G. Notice Posting. For non-payment of lease or moorage \$65.00
- H. Failure to Register. For research related to unregistered boats \$33.00
- I. International Terminal Meeting Room. Must be pre-arranged and authorized.
 - 1. Half day \$30.00
 - 2. Full day \$60.00
- J. Returned Check Fee. Plus bank fees \$50.00
- K. Per Annum Interest Rate. Applied to past due accounts 18%
- L. POV Mileage Reimbursement Rate (IRS) current
- M. Travel Reimbursement Rates follow current IRS per diem rates
 (<http://www.gsa.gov/portal/category/104711>) current
- N. Impound Seizure Fee. Vessel impounding \$750.00
- O. Special Use Permit Fee. GM has authority to adjust usage fee based upon non-profit status and other criteria
 - 1. Application Fee \$100.00
 - 2. Usage Fee, Number of Participants, Attendees, Contestants and Volunteers at Event
 - a. 1-200 \$400.00
 - b. 201-500 \$650.00
 - c. 501-1000 \$900.00
 - d. 1001-5000 \$1,400.00
 - e. 5001-10,000 \$1,900.00
 - f. 10,001-20,000 \$2,400.00
 - g. More than 20,000 \$5,000.00
 - 3. Vendors, per each \$40.00
 - 4. Insurance Certificate Limits
 - a. General Liability, per occurrence \$2MM
 - b. General Liability, in aggregate \$2MM
 - 5. Security (TCB) costs reviewed and passed along to applicant.varies
- P. Impound Seizure Fee. Car/Truck/Trailer \$100.00
- Q. Background Check \$25.00
- R. Credit Check \$35.00



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- S. Notary Fees (OAR 160-100-0410). Acknowledgement, Affidavit/Jurat, Oath/Affirmation, Witness/Attest \$10.00

Section 8. Insurance Certificate Limits. Effective July 1, 2017. Limits are subject to review and risk assessment by management and/or the Port's insurance agent of record. A certificate naming the Port as an additional insured is also required.

- A. Leases/Tenants
 - 1. General Liability, Each Occurrence \$2MM
 - 2. Damage to Rented Premises (each occurrence) \$300K
 - 3. Medical Expenses (any one person) \$5K
 - 4. Personal and Adverse Injury \$2MM
 - 5. General Aggregate \$2MM
 - 6. Products – Comp/Op Aggregate \$2MM
- B. Commercial Vessels, Liability Coverage Requirements.
 - 1. Protection and Indemnity, must not exclude Wreck Removal \$250K
 - 2. Pollution Liability \$300K
 - 3. If Pollution and Indemnity Combined \$600K
 - 4. Port of Newport to be named as additional insured on Liability Coverage
- C. Recreational Vessels, Liability Coverage Requirements
 - 1. Protection & Indemnity, must not exclude Wreck Removal \$250K
 - 2. Pollution Liability \$300K
 - 3. –or- Water Craft Liability, must include both wreck removal and pollution liability coverage. Umbrella clauses must identify boats exceeding 25 ft. \$500K
 - 4. Port of Newport to be named as an additional insured on Liability Coverage
- D. Charter/Guide Vessels.
 - 1. General Liability \$2MM
- E. International Terminal Vessels (Tariff No. 1(\$17))
 - 1. Maritime Employer's Liability (Jones Act) \$1MM
 - 2. Commercial and/or Comprehensive Marine General Liability \$5MM
- F. NOAA Visiting Vessels
 - 1. Commercial and/or Comprehensive Marine General Liability \$5MM
- G. Vendors. (reserved)

Section 9. Retail Sales, Gift Certificates, Promotions, Sponsorships and Sundries.

The Commission delegates to the Manager the ability to set prices for sundries, cards, Magnets, cups, DVDs, gift certificates, coupons, promotions, advertising, sponsorships, and other retail and marketing items.

SOUTH BEACH MARINA RATES – APPENDIX A**LIVEABOARD FEE ADDITIONAL: 1st Person \$53.00, Each Additional Person - \$46.00****NOTE: Rates are based on vessel length or slip length - whichever is greater****SOUTH BEACH MARINA RATES – APPENDIX A**

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
24	16.80	96.00	252.00	912.00	1440.00
25	17.50	100.00	262.50	950.00	1500.00
26	18.20	104.00	273.00	988.00	1560.00
27	18.90	108.00	283.50	1026.00	1620.00
28	19.60	112.00	294.00	1064.00	1680.00
29	20.30	116.00	304.50	1102.00	1740.00
30	21.00	120.00	315.00	1140.00	1800.00
31	21.70	124.00	325.50	1178.00	1860.00
32	22.40	128.00	336.00	1216.00	1920.00
33	23.10	132.00	346.50	1254.00	1980.00
34	23.80	136.00	357.00	1292.00	2040.00
35	24.50	140.00	367.50	1330.00	2100.00
36	25.20	144.00	378.00	1368.00	2160.00
37	25.90	148.00	388.50	1406.00	2220.00
38	26.60	152.00	399.00	1444.00	2280.00
39	27.30	156.00	409.50	1482.00	2340.00
40	28.00	160.00	420.00	1520.00	2400.00
41	28.70	164.00	430.50	1558.00	2460.00
42	29.40	168.00	441.00	1596.00	2520.00
43	30.10	172.00	451.50	1634.00	2580.00
44	30.80	176.00	462.00	1672.00	2640.00
45	31.50	180.00	472.50	1710.00	2700.00
46	32.20	184.00	483.00	1748.00	2760.00
47	32.90	188.00	493.50	1786.00	2820.00
48	33.60	192.00	504.00	1824.00	2880.00
49	34.30	196.00	514.50	1862.00	2940.00
50	35.00	200.00	525.00	1900.00	3000.00
51	35.70	204.00	535.50	1938.00	3060.00
52	36.40	208.00	546.00	1976.00	3120.00
53	37.10	212.00	556.50	2014.00	3180.00
54	37.80	216.00	567.00	2052.00	3240.00
55	38.50	220.00	577.50	2090.00	3300.00
56	39.20	224.00	588.00	2128.00	3360.00
57	39.90	228.00	598.50	2166.00	3420.00
58	40.60	232.00	609.00	2204.00	3480.00
59	41.30	236.00	619.50	2242.00	3540.00
60	42.00	240.00	630.00	2280.00	3600.00
61	42.70	244.00	640.50	2318.00	3660.00
62	43.40	248.00	651.00	2356.00	3720.00
63	44.10	252.00	661.50	2394.00	3780.00
64	44.80	256.00	672.00	2432.00	3840.00
65	45.50	260.00	682.50	2470.00	3900.00
66	46.20	264.00	693.00	2508.00	3960.00
67	46.90	268.00	703.50	2546.00	4020.00
68	47.60	272.00	714.00	2584.00	4080.00
69	48.30	276.00	724.50	2622.00	4140.00
70	49.00	280.00	735.00	2660.00	4200.00
71	49.70	284.00	745.50	2698.00	4260.00
72	50.40	288.00	756.00	2736.00	4320.00
73	51.10	292.00	766.50	2774.00	4380.00
74	51.80	296.00	777.00	2812.00	4440.00
75	52.50	300.00	787.50	2850.00	4500.00
76	53.20	304.00	798.00	2888.00	4560.00
77	53.90	308.00	808.50	2926.00	4620.00
78	54.60	312.00	819.00	2964.00	4680.00
79	55.30	316.00	829.50	3002.00	4740.00
80	56.00	320.00	840.00	3040.00	4800.00
81	56.70	324.00	850.50	3078.00	4860.00

SOUTH BEACH MARINA RATES – APPENDIX A

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
82	57.40	328.00	861.00	3116.00	4920.00
83	58.10	332.00	871.50	3154.00	4980.00
84	58.80	336.00	882.00	3192.00	5040.00
85	59.50	340.00	892.50	3230.00	5100.00
86	60.20	344.00	903.00	3268.00	5160.00
87	60.90	348.00	913.50	3306.00	5220.00
88	61.60	352.00	924.00	3344.00	5280.00
89	62.30	356.00	934.50	3382.00	5340.00
90	63.00	360.00	945.00	3420.00	5400.00
91	63.70	364.00	955.50	3458.00	5460.00
92	64.40	368.00	966.00	3496.00	5520.00
93	65.10	372.00	976.50	3534.00	5580.00
94	65.80	376.00	987.00	3572.00	5640.00
95	66.50	380.00	997.50	3610.00	5700.00
96	67.20	384.00	1008.00	3648.00	5760.00
97	67.90	388.00	1018.50	3686.00	5820.00
98	68.60	392.00	1029.00	3724.00	5880.00
99	69.30	396.00	1039.50	3762.00	5940.00
100	70.00	400.00	1050.00	3800.00	6000.00
101	70.70	404.00	1060.50	3838.00	6060.00
102	71.40	408.00	1071.00	3876.00	6120.00
103	72.10	412.00	1081.50	3914.00	6180.00
104	72.80	416.00	1092.00	3952.00	6240.00
105	73.50	420.00	1102.50	3990.00	6300.00
106	74.20	424.00	1113.00	4028.00	6360.00
107	74.90	428.00	1123.50	4066.00	6420.00
108	75.60	432.00	1134.00	4104.00	6480.00
109	76.30	436.00	1144.50	4142.00	6540.00
110	77.00	440.00	1155.00	4180.00	6600.00
111	77.70	444.00	1165.50	4218.00	6660.00
112	78.40	448.00	1176.00	4256.00	6720.00
113	79.10	452.00	1186.50	4294.00	6780.00
114	79.80	456.00	1197.00	4332.00	6840.00
115	80.50	460.00	1207.50	4370.00	6900.00
116	81.20	464.00	1218.00	4408.00	6960.00
117	81.90	468.00	1228.50	4446.00	7020.00
118	82.60	472.00	1239.00	4484.00	7080.00
119	83.30	476.00	1249.50	4522.00	7140.00
120	84.00	480.00	1260.00	4560.00	7200.00
121	84.70	484.00	1270.50	4598.00	7260.00
122	85.40	488.00	1281.00	4636.00	7320.00
123	86.10	492.00	1291.50	4674.00	7380.00
124	86.80	496.00	1302.00	4712.00	7440.00
125	87.50	500.00	1312.50	4750.00	7500.00
126	88.20	504.00	1323.00	4788.00	7560.00
127	88.90	508.00	1333.50	4826.00	7620.00
128	89.60	512.00	1344.00	4864.00	7680.00
129	90.30	516.00	1354.50	4902.00	7740.00
130	91.00	520.00	1365.00	4940.00	7800.00
131	91.70	524.00	1375.50	4978.00	7860.00
132	92.40	528.00	1386.00	5016.00	7920.00
133	93.10	532.00	1396.50	5054.00	7980.00
134	93.80	536.00	1407.00	5092.00	8040.00
135	94.50	540.00	1417.50	5130.00	8100.00
136	95.20	544.00	1428.00	5168.00	8160.00
137	95.90	548.00	1438.50	5206.00	8220.00
138	96.60	552.00	1449.00	5244.00	8280.00
139	97.30	556.00	1459.50	5282.00	8340.00
140	98.00	560.00	1470.00	5320.00	8400.00
141	98.70	564.00	1480.50	5358.00	8460.00
142	99.40	568.00	1491.00	5396.00	8520.00
143	100.10	572.00	1501.50	5434.00	8580.00

SOUTH BEACH MARINA RATES – APPENDIX A

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
144	100.80	576.00	1512.00	5472.00	8640.00
145	101.50	580.00	1522.50	5510.00	8700.00
146	102.20	584.00	1533.00	5548.00	8760.00
147	102.90	588.00	1543.50	5586.00	8820.00
148	103.60	592.00	1554.00	5624.00	8880.00
149	104.30	596.00	1564.50	5662.00	8940.00
150	105.00	600.00	1575.00	5700.00	9000.00
151	105.70	604.00	1585.50	5738.00	9060.00
152	106.40	608.00	1596.00	5776.00	9120.00
153	107.10	612.00	1606.50	5814.00	9180.00
154	107.80	616.00	1617.00	5852.00	9240.00
155	108.50	620.00	1627.50	5890.00	9300.00
156	109.20	624.00	1638.00	5928.00	9360.00
157	109.90	628.00	1648.50	5966.00	9420.00
158	110.60	632.00	1659.00	6004.00	9480.00
159	111.30	636.00	1669.50	6042.00	9540.00
160	112.00	640.00	1680.00	6080.00	9600.00
161	112.70	644.00	1690.50	6118.00	9660.00
162	113.40	648.00	1701.00	6156.00	9720.00
163	114.10	652.00	1711.50	6194.00	9780.00

COMMERCIAL MOORAGE RATES – APPENDIX B

LENGTH	DAILY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
22	11.00	198.00	726.00	968.00
23	11.50	207.00	759.00	1012.00
24	12.00	216.00	792.00	1056.00
25	12.50	225.00	825.00	1100.00
26	13.00	234.00	858.00	1144.00
27	13.50	243.00	891.00	1188.00
28	14.00	252.00	924.00	1232.00
29	14.50	261.00	957.00	1276.00
30	15.00	270.00	990.00	1320.00
31	15.50	279.00	1023.00	1364.00
32	16.00	288.00	1056.00	1408.00
33	16.50	297.00	1089.00	1452.00
34	17.00	306.00	1122.00	1496.00
35	17.50	315.00	1155.00	1540.00
36	18.00	324.00	1188.00	1584.00
37	18.50	333.00	1221.00	1628.00
38	19.00	342.00	1254.00	1672.00
39	19.50	351.00	1287.00	1716.00
40	20.00	360.00	1320.00	1760.00
41	20.50	369.00	1353.00	1804.00
42	21.00	378.00	1386.00	1848.00
43	21.50	387.00	1419.00	1892.00
44	22.00	396.00	1452.00	1936.00
45	22.50	405.00	1485.00	1980.00
46	23.00	414.00	1518.00	2024.00
47	23.50	423.00	1551.00	2068.00
48	24.00	432.00	1584.00	2112.00
49	24.50	441.00	1617.00	2156.00
50	25.00	450.00	1650.00	2200.00
51	25.50	459.00	1683.00	2244.00
52	26.00	468.00	1716.00	2288.00
53	26.50	477.00	1749.00	2332.00
54	27.00	486.00	1782.00	2376.00
55	27.50	495.00	1815.00	2420.00
56	28.00	504.00	1848.00	2464.00
57	28.50	513.00	1881.00	2508.00
58	29.00	522.00	1914.00	2552.00
59	29.50	531.00	1947.00	2596.00
60	30.00	540.00	1980.00	2640.00
61	30.50	549.00	2013.00	2684.00
62	31.00	558.00	2046.00	2728.00
63	31.50	567.00	2079.00	2772.00
64	32.00	576.00	2112.00	2816.00
65	32.50	585.00	2145.00	2860.00
66	33.00	594.00	2178.00	2904.00
67	33.50	603.00	2211.00	2948.00
68	34.00	612.00	2244.00	2992.00
69	34.50	621.00	2277.00	3036.00

COMMERCIAL MOORAGE RATES – APPENDIX B

LENGTH	DAILY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
70	35.00	630.00	2310.00	3080.00
71	35.50	639.00	2343.00	3124.00
72	36.00	648.00	2376.00	3168.00
73	36.50	657.00	2409.00	3212.00
74	37.00	666.00	2442.00	3256.00
75	37.50	675.00	2475.00	3300.00
76	38.00	684.00	2508.00	3344.00
77	38.50	693.00	2541.00	3388.00
78	39.00	702.00	2574.00	3432.00
79	39.50	711.00	2607.00	3476.00
80	40.00	720.00	2640.00	3520.00
81	40.50	729.00	2673.00	3564.00
82	41.00	738.00	2706.00	3608.00
83	41.50	747.00	2739.00	3652.00
84	42.00	756.00	2772.00	3696.00
85	42.50	765.00	2805.00	3740.00
86	43.00	774.00	2838.00	3784.00
88	44.00	792.00	2904.00	3872.00
89	44.50	801.00	2937.00	3916.00
90	45.00	810.00	2970.00	3960.00
91	45.50	819.00	3003.00	4004.00
92	46.00	828.00	3036.00	4048.00
93	46.50	837.00	3069.00	4092.00
94	47.00	846.00	3102.00	4136.00
95	47.50	855.00	3135.00	4180.00
96	48.00	864.00	3168.00	4224.00
97	48.50	873.00	3201.00	4268.00
98	49.00	882.00	3234.00	4312.00
99	49.50	891.00	3267.00	4356.00
100	50.00	900.00	3300.00	4400.00
101	50.50	909.00	3333.00	4444.00
102	51.00	918.00	3366.00	4488.00
103	51.50	927.00	3399.00	4532.00
104	52.00	936.00	3432.00	4576.00
105	52.50	945.00	3465.00	4620.00
106	53.00	954.00	3498.00	4664.00
107	53.50	963.00	3531.00	4708.00
108	54.00	972.00	3564.00	4752.00
109	54.50	981.00	3597.00	4796.00
110	55.00	990.00	3630.00	4840.00
111	55.50	999.00	3663.00	4884.00
112	56.00	1008.00	3696.00	4928.00
113	56.50	1017.00	3729.00	4972.00
114	57.00	1026.00	3762.00	5016.00
115	57.50	1035.00	3795.00	5060.00
116	58.00	1044.00	3828.00	5104.00
117	58.50	1053.00	3861.00	5148.00
118	59.00	1062.00	3894.00	5192.00

COMMERCIAL MOORAGE RATES – APPENDIX B

LENGTH	DAILY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
119	59.50	1071.00	3927.00	5236.00
120	60.00	1080.00	3960.00	5280.00
121	60.50	1089.00	3993.00	5324.00
122	61.00	1098.00	4026.00	5368.00
123	61.50	1107.00	4059.00	5412.00
124	62.00	1116.00	4092.00	5456.00
125	62.50	1125.00	4125.00	5500.00
126	63.00	1134.00	4158.00	5544.00
127	63.50	1143.00	4191.00	5588.00
128	64.00	1152.00	4224.00	5632.00
129	64.50	1161.00	4257.00	5676.00
130	65.00	1170.00	4290.00	5720.00
131	65.50	1179.00	4323.00	5764.00
132	66.00	1188.00	4356.00	5808.00
133	66.50	1197.00	4389.00	5852.00
134	67.00	1206.00	4422.00	5896.00
135	67.50	1215.00	4455.00	5940.00
136	68.00	1224.00	4488.00	5984.00
137	68.50	1233.00	4521.00	6028.00
138	69.00	1242.00	4554.00	6072.00
139	69.50	1251.00	4587.00	6116.00
140	70.00	1260.00	4620.00	6160.00
141	70.50	1269.00	4653.00	6204.00
142	71.00	1278.00	4686.00	6248.00
143	71.50	1287.00	4719.00	6292.00
144	72.00	1296.00	4752.00	6336.00



Oregon International Port of Coos Bay Charleston Marina Moorage Rates

Vessel Length Overall 15' or Less

	Day	Week	Month
Base rate per foot	\$ 0.43	\$ 0.33	\$ 0.22
Rate per period	\$6.45	\$34.65	\$99

Vessel Length Overall 16' or Greater

Vessel Length Overall (ft)	Day	Month	Semi-Annual	Annual
Base rate per foot per day	\$ 0.500	\$ 0.255	\$ 0.185	\$ 0.165
16	\$8.00	\$122.40	\$532.80	\$950.40
17	\$8.50	\$130.05	\$566.10	\$1,009.80
18	\$9.00	\$137.70	\$599.40	\$1,069.20
19	\$9.50	\$145.35	\$632.70	\$1,128.60
20	\$10.00	\$153.00	\$666.00	\$1,188.00
21	\$10.50	\$160.65	\$699.30	\$1,247.40
22	\$11.00	\$168.30	\$732.60	\$1,306.80
23	\$11.50	\$175.95	\$765.90	\$1,366.20
24	\$12.00	\$183.60	\$799.20	\$1,425.60
25	\$12.50	\$191.25	\$832.50	\$1,485.00
26	\$13.00	\$198.90	\$865.80	\$1,544.40
27	\$13.50	\$206.55	\$899.10	\$1,603.80
28	\$14.00	\$214.20	\$932.40	\$1,663.20
29	\$14.50	\$221.85	\$965.70	\$1,722.60
30	\$15.00	\$229.50	\$999.00	\$1,782.00
31	\$15.50	\$237.15	\$1,032.30	\$1,841.40
32	\$16.00	\$244.80	\$1,065.60	\$1,900.80
33	\$16.50	\$252.45	\$1,098.90	\$1,960.20
34	\$17.00	\$260.10	\$1,132.20	\$2,019.60
35	\$17.50	\$267.75	\$1,165.50	\$2,079.00

36	\$18.00	\$275.40	\$1,198.80	\$2,138.40
37	\$18.50	\$283.05	\$1,232.10	\$2,197.80
38	\$19.00	\$290.70	\$1,265.40	\$2,257.20
39	\$19.50	\$298.35	\$1,298.70	\$2,316.60
40	\$20.00	\$306.00	\$1,332.00	\$2,376.00
41	\$20.50	\$313.65	\$1,365.30	\$2,435.40
42	\$21.00	\$321.30	\$1,398.60	\$2,494.80
43	\$21.50	\$328.95	\$1,431.90	\$2,554.20
44	\$22.00	\$336.60	\$1,465.20	\$2,613.60
45	\$22.50	\$344.25	\$1,498.50	\$2,673.00
46	\$23.00	\$351.90	\$1,531.80	\$2,732.40
47	\$23.50	\$359.55	\$1,565.10	\$2,791.80
48	\$24.00	\$367.20	\$1,598.40	\$2,851.20
49	\$24.50	\$374.85	\$1,631.70	\$2,910.60
50	\$25.00	\$382.50	\$1,665.00	\$2,970.00
51	\$25.50	\$390.15	\$1,698.30	\$3,029.40
52	\$26.00	\$397.80	\$1,731.60	\$3,088.80
53	\$26.50	\$405.45	\$1,764.90	\$3,148.20
54	\$27.00	\$413.10	\$1,798.20	\$3,207.60
55	\$27.50	\$420.75	\$1,831.50	\$3,267.00
56	\$28.00	\$428.40	\$1,864.80	\$3,326.40
57	\$28.50	\$436.05	\$1,898.10	\$3,385.80
58	\$29.00	\$443.70	\$1,931.40	\$3,445.20
59	\$29.50	\$451.35	\$1,964.70	\$3,504.60
60	\$30.00	\$459.00	\$1,998.00	\$3,564.00
61	\$30.50	\$466.65	\$2,031.30	\$3,623.40
62	\$31.00	\$474.30	\$2,064.60	\$3,682.80
63	\$31.50	\$481.95	\$2,097.90	\$3,742.20
64	\$32.00	\$489.60	\$2,131.20	\$3,801.60
65	\$32.50	\$497.25	\$2,164.50	\$3,861.00
66	\$33.00	\$504.90	\$2,197.80	\$3,920.40
67	\$33.50	\$512.55	\$2,231.10	\$3,979.80
68	\$34.00	\$520.20	\$2,264.40	\$4,039.20
69	\$34.50	\$527.85	\$2,297.70	\$4,098.60
70	\$35.00	\$535.50	\$2,331.00	\$4,158.00
71	\$35.50	\$543.15	\$2,364.30	\$4,217.40

72		\$36.00	\$550.80	\$2,397.60	\$4,276.80
73		\$36.50	\$558.45	\$2,430.90	\$4,336.20
74		\$37.00	\$566.10	\$2,464.20	\$4,395.60
75		\$37.50	\$573.75	\$2,497.50	\$4,455.00
76		\$38.00	\$581.40	\$2,530.80	\$4,514.40
77		\$38.50	\$589.05	\$2,564.10	\$4,573.80
78		\$39.00	\$596.70	\$2,597.40	\$4,633.20
79		\$39.50	\$604.35	\$2,630.70	\$4,692.60
80		\$40.00	\$612.00	\$2,664.00	\$4,752.00

For vessels greater than 80 feet, see the Harbormaster for terms and arrangements by calling 541-888-2548 or e-mailing info@charlestonmarina.com.

ABOUT /  THE PORT /  COOS BAY RAIL LINE /

 CHARLESTON MARINA COMPLEX / NEWS ROOM / ENVIRONMENT

CONTACT US



Boat Ramp

Rates

DAILY

\$5.00

ANNUAL

\$65.00



Search

Search

Note: For an annual pass which is good from January 1st - December 31st each year, please see our staff in the Marina office of purchase. The annual pass must be permanently affixed to the vehicle on the left lower corner of the windshield or permanently affixed to the boat trailer on the winch post. After hour emergencies and no shows incur additional charges.

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Dry Storage Rates

MONTHLY SERVICE RATES

Search

BOAT TRAILERS

per month

\$22.50

Search

BOAT & TRAILER

per foot per month

\$67.50 minimum

\$2.25

CRAB POST & FISHING GEAR

\$13.00 / item

BARE GROUND

\$0.175 / sq ft / month

ID TAGS

\$5.25 prepaid deposit

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All fees are to be paid in advance.



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Shipyard Rates

Below you will find all the rates for the services provided in the Charleston Shipyard.. **All rates are to be paid in advance and a 9% Environmental Service Charge will be added to all Charleston Shipyard invoices.**

Search

Search

SHORT TERM (WORK AREA/UTILITIES)

MINIMUM	\$50 per month
1-30 DAYS	\$0.14 / ft per day
31-90 DAYS	\$0.25 / ft per day
91-180 DAYS	\$0.37 / ft per day

Subscribe

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OVER 180 DAYS

\$0.50 / ft per day

First Name

Last Name

Email Address

LONG TERM (WORK AREA / NO UTILITIES)

SIGN UP

MINIMUM

\$126

We respect your privacy.

LONG TERM RATE

\$4.20 / ft per month

CONCRETE WORK DOCK

Upcoming Events & Notices

HALF DAY

up to four hours

\$0.75 / ft

Charleston Advisory
Committee Meeting

Apr 18, 2018

FULL DAY

per full day

\$1.25 / ft

FLOATING WORK DOCK

HALF DAY

up to four hours

\$0.40 / ft

FULL DAY
per full day

\$0.65 / ft

FORKLIFT SERVICE

HOURLY RATE

\$81.50

DUSTLESS SANDERS

DAILY

\$12.00

WEEKLY

\$60.00

For Travel Lift rates, [click here.](#)

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Travel Lift

Charleston Shipyard Travel Lift

Search

This 100-metric ton Marine Travel Lift services the Charleston Shipyard. The Travel Lift can safely hoist vessels weighing up to 220,000 lbs for upland storage and repair projects.

Search

Subscribe

Sign up to receive news and updates from the Port!

First Name

Last Name

Email Address

SIGN UP

We respect your privacy



Features

- Move vessels up to 100 tons
- 18' maximum beam & 60' length overall
- Weight transducers that provide vessel weight to customer
- Night time lights for adequate light for night time operations
- Triple strapping fore & aft to provide better weight distribution

Hours of Operation

Mon. - Fri. // 8 AM to 4 PM

*Excludes Port Observed Holidays

The Port can lift any vessel 24/7. There is a surcharge for boat lifts after hours and during Port observed holidays.



Upcoming Events & Notices

Charleston Advisory Committee Meeting

Apr 18, 2018



Travel Lift Prices



TWO WAY MOVE

Includes a 1 hr pressure wash & plastic sheeting

\$550

ONE WAY MOVE

\$400

AFTER HOURS SURCHARGE

Vessels brought in after hours of operation & during Port holidays will incur an additional charge.

\$260

How to Reserve Your Vessel Lift

1. Call the Charleston Shipyard at (541) 297-2713 to schedule an appointment.
2. Fill out and sign a use agreement prior to boat lift. It is highly recommended that customers outside the area to provide vessel specifications to Shipyard staff prior to arrival.
3. Bring boat to the Charleston Shipyard at the appointment time for your boat lift



The Port reserves the right not to lift a vessel if deemed unsafe to do so.

OLD BUSINESS AGENDA ITEM

DATE: *March 6, 2018*
RE: *Subcommittees*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY: *President Angi Christian*

OVERVIEW

- Subcommittees were made to handle projects or issues that were arising around the Port.

DOCUMENTS

- No attached documents.

COMMISSIONERS ACTION

-

NEW BUSINESS AGENDA ITEM

DATE: *March 6, 2018*
RE: *Harbor Master Position*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY:

OVERVIEW

-

DOCUMENTS

- Travis Webster's Biography, 2 pages
- Harbormaster duties, 2 pages
- Associated wage, 1 page

COMMISSIONERS ACTION

-

Travis Webster

In 2003 my work experience starts in construction in Bend Oregon, where I worked for two builders that designed and built their own projects. These were large custom homes located in Deschutes County, Oregon. In 2010 I moved to Brookings Oregon and began working for the Port of Brookings Harbor. In my time here we have overcome many obstacles, such as the tsunami of 2011, reconstruction of docks and pilings, slope repair, dredging, and supervising of the grounds and staff at the Port of Brookings.

2003 – 2006 TN Building and Design, Owner Toby Whitt, Bend Oregon. Duties- building, concrete, siding, in floor heating (interior and exterior), roofing, outside excavation, and landscaping.

2006 – 2010 Joel Judson Construction, Owner Joel Judson, Bend Oregon. Duties- Building, concrete, interior and exterior beam trusses, trellis, telehandler operator.

2011 – 2018 Port of Brookings Harbor. Operation Supervisor

- Safety training, held monthly with all staff
- Forklift and crane training and certification, Overton Safety Training, held annually
- Boiler\pressure vessel training and certification, held annually
- Powered industrial truck operator training
- accounting and administrative training
- Hazardous Waste Operations and Emergency Response Standard training (HAZQOPER)
- Marine Travel Certification Model 50 BFMII
- Respirator Training
- Boaters License
- First Aid and CPR
- 2015 Strategic Planning

-2015 – 2016 South Coast Ports Collation Dredging of the Port of Bandon, Port of Gold Beach, and Emergency dredging at the Port of Brookings Harbor. Operator and Onsite Project Manager with EMC Engineers.

-Completion of training for Butt Fusion 4"- 20" and up to 12" electro fusion.

-2018 Rough Terrain Forklift and Telescoping Boom Lift Operator Certification

High School Diploma (3.75 GPA)

Some College at OIT, COCC, and SWOCC

PORT OF BROOKINGS HARBOR
POSITION: HARBORMASTER

1. REPORTS TO:

Executive Director

2. PURPOSE OF POSITION:

To carry out Port operations' policies and duties as established by the Executive Director, in relation to customer service and facility repairs.

3. DUTIES AND RESPONSIBILITIES:

- A. Supervises the Operations staff involved in service and repairs through daily contact and sets the example to achieve an efficient mode of operation.
- B. Maintain contact with the Financial Director and make him/her aware of needs and problems at the Port so they can be solved.
- C. Must work daily with customers and staff in a courteous manner.
- D. Must work with various types of people and project a proper public image.
- E. Perform service and repair work as necessary while allowing most of that work to be accomplished by assigned Operations staff to be certain all operational areas are functioning smoothly.
- F. Operate equipment when needed.
- G. Other special projects as assigned.

4. WORKING RELATIONSHIPS:

Supervises operations crew and temporary help.

Internal contact with the Operations crew as often as necessary; at least daily contact with the Executive Director.

External contact with the general public and local contractors as required or requested by the Executive Director.

Scheduling Latitude: Daily routine will leave little latitude for time off; latitude will be allowed in determining how best to carry out day-to-day routines as long as coverage of all areas is achieved.

5. POSITION REQUIREMENTS:

- A. Requires knowledge of Port rates, charges and policies.
- B. Must work daily with customers and staff in a courteous manner, both in person and on the telephone.
- C. Must have an ability to work well with the various types of people and to project a proper public image.

6. PHYSICAL AND MENTAL DEMANDS:

Able to work harmoniously with the public and Port staff. Must be in sound physical condition.

7. WORK ENVIRONMENT:

Indoors and out. Rain or shine.

The Harbormaster's position may require more than 40 hours a week to perform. This position is considered to be a supervisory position for the purpose of Federal and State Wage and Hour Law, and no overtime wages or compensation time off will be part of this compensation package except under extreme circumstances, which will be determined solely by the Executive Director.

Position	Rate/Hr	Year	Benefits @ 35% of Wages	Total	Retirement Package
Bookkeeper	17.00	35,360.00	12,376.00	47,736.00	
Morage & Storage / Billing	15.00	31,200.00	10,920.00	42,120.00	
Operation Supervisor	33.00	68,640.00	24,024.00	92,664.00	→
Maintenance - Entry Level 1	12.00	24,960.00		24,960.00	
Maintenance - Level 2	13.00	27,040.00	9,464.00	36,504.00	
Maintenance - Level 3	14.00	29,120.00	10,192.00	39,312.00	
Maintenance - Level 4	15.00	31,200.00	10,920.00	42,120.00	
Maintenance - Level 5	16.00	33,280.00	11,648.00	44,928.00	
Maintenance - Level 6	17.00	35,360.00	12,376.00	47,736.00	
Maintenance - Level 7	18.00	37,440.00	13,104.00	50,544.00	
Maintenance - Level 8	19.00	39,520.00	13,832.00	53,352.00	
Maintenance - Level 9	20.00	41,600.00	14,560.00	56,160.00	
Maintenance - Level 10	21.00	43,680.00	15,288.00	58,968.00	
Boat Yard - Travel Lift & Cranes	25.50	53,040.00	18,564.00	71,604.00	
Executive Director (Port Manager)					
Park Host (Free Rental Space)					
Receptionist					
RV Park Receptionist / Mini-Mart	12.00	24,960.00	8,736.00	33,696.00	
Harbor Master	13.00	27,040.00	9,464.00	36,504.00	

Handwritten notes at the top of the page, including a large arrow pointing to the 'Operation Supervisor' row and some illegible scribbles.

← doing

← doing

2

NEW BUSINESS AGENDA ITEM

DATE: *March 6, 2018*
RE: *D & R Equipment Repair Proposal*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY:

OVERVIEW

- D & R Equipment is proposing to rent an area in the Port Shop.

DOCUMENTS

- D & R Equipment Repair Proposal, 1 page

COMMISSIONERS ACTION

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D&R Equipment Repair LLC
PO Box 692
Brookings, OR 97415

February 8, 2018

To: Port of Brookings Harbor

Attn: Travis Webster

I, Dave Jones with D&R Equipment Repair LLC, propose to rent an area of approximately 20' x 20' in the main port shop. This would be for tool storage and occasional repair of components brought in from the field.

I am a mobile mechanic and approximately 95% of my business is in the field. Occasionally I need a place to work on components (i.e. engines, hydraulic cylinders, etc.).

Your consideration of this matter would be greatly appreciated.

Thank you,

Dave Jones

541-613-7343

Checking into cost of \$2,000,000.00 liability insurance.

He currently holds a \$1,000,000.00 policy.

- Has \$2,000,000.00 liability insurance.
- Now would like lease agreement.