

**PORT OF BROOKINGS HARBOR**  
**Special Commission Meeting**  
**Tuesday, March 26, 2019 • 10:00 am**  
Port Conference Room Suite 202  
16350 Lower Harbor Road, OR 97415

**TENTATIVE AGENDA**

**1. CALL MEETING TO ORDER**

- Pledge of Allegiance
- Roll Call
- Introduction of Guests and Port Staff
- Modifications, Additions, and Changes to the Agenda
- Declaration of Potential Conflicts of Interest

**2. APPROVAL OF AGENDA**

**3. PUBLIC COMMENTS** (Limited to a maximum of three minutes per person. A “Public Comment Request”, located near the entrance, must be completed and turned into the Chair prior to the beginning of the meeting.)

**4. ACTION ITEMS**

**Page #**

- A. Procurement Approval for Roof Repairs.....1
- B. Procurement Approval for Backflow Devices.....13
- C. Procurement Approval for Stormwater Pollution Control Plan (SWPCP).....19
- D. CPA Port Audit Fiscal Year 2017-18.....25

**5. INFORMATION ITEMS**

- A. None

**6. WORKSHOP ITEMS**

- A. Beachfront RV Park Rebuilding Design.....27

**7. NEXT REGULAR MEETING DATE – April 16, 2019, 6:00pm**

**8. ADJOURNMENT**

# ACTION ITEM – A

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**DATE:** March 26, 2019  
**RE:** Procurement Approval for Roof Repairs  
**TO:** Board of Commissioners  
**ISSUED BY:** Gary Dehlinger, Port Manager

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## OVERVIEW

- Board of Commissioners approved repairing restroom and tenant roof during February 26, 2016 Special Meeting.
- Kite Field restroom, Boat Launch restroom and Pacific Ocean Harvesters building roofs plan to be repaired and replaced.
- Port advertised in the newspaper and website for RFP. Port received two quotes for the roof repairs.
- Port Staff is expecting to have some additional work needed on various roofs. Pacific Ocean Harvesters sign replaced and other unforeseen roof damage.
- Port Counsel will be providing a contract to be entered with roofing contractor.

## DOCUMENTS

- Request for Proposal, 3 pages
- The Roofers LLC quote, 2 pages
- Allied Roofing and Construction LLC, 5 pages
- Procurement Request, 1 page

## COMMISSIONERS ACTION

- **Recommended Motion:**  
Motion to approve the expenditure not to exceed \$36,000 for the repairs to the Kite Field restroom, Boat Launch restroom and to Port tenant building Pacific Ocean Harvesters and to allow Port Manager or designee to enter into a contract with The Roofer LLC to complete the repairs.

## Port of Brookings Harbor

Contact- Travis Webster

541-291-7380

### Roof Replacement

Locations: Kite field bathroom, Pacific Ocean Harvesters, and Launch Ramp bathroom

#### Scope of work: Kite field restroom

- To remove and dispose of old roofing.
- Remove and replace fascia boards, that are damaged or rotten.
- Any replacement of plywood will be considered a change order to the job. Assessment of framing can be done after the old roof is off.
- Re paper, drip edge and roof with a 25-year roofing.
- See attached pictures and map for locations

#### Launch ramp Restroom

- To remove and dispose of old roofing.
- Remove skylights and fill whole in with plywood. (Eliminate skylights)
- Remove and replace fascia boards, that are damaged or rotten.

-Any replacement of plywood will be considered a change order to the job.  
Assessment of framing can be done after the old roof is off.

-Re-paper, drip edge and roof with a 25-year roofing.

-See attached pictures and map for locations

### Pacific Ocean Harvesters

-To remove and dispose of old roofing.

-Remove and replace fascia boards, that are damaged or rotten.

-Replace vents, vent pipe flashing, and step flashing where needed.

-Any replacement of plywood will be considered a change order to the job.  
Assessment of framing can be done after the old roof is off.

-Re paper, drip edge and roof with a 25-year roofing.

-See attached pictures and map for locations

### Board approval at Feb. 26<sup>th</sup>, 2019 special meeting.

**Note: The Port of Brookings Harbor reserves the right to waive or reject any or all proposals and to negotiate terms with any selected proposer.**

Signed:  
Jennifer Kurz

This statement was filed with the County Clerk of Del Norte County on 3/6/19

Allissa D. Northrup  
County Clerk-Recorder  
Claire Landay  
Deputy  
File No. 20190021  
Publish: 3/16, 3/23, 3/30 & 4/6/19  
Ad # 71204421

**FICTITIOUS BUSINESS NAME STATEMENT FV STORMY II**

The following person/s is/are doing business as:

FV STORMY II  
689 Childs Ave  
Crescent City, CA 95531

This Business is conducted by: an individual  
The registrant commenced to transact business under the fictitious business name or names listed on: N/A

I declare that all information in this statement is true and correct. A registrant who declares as true any material matter pursuant to this section that the registrant knows to be false is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000).

Signed:  
Jonathan Beardon

This statement was filed with the County Clerk of Del Norte County on 3/4/19

Allissa D. Northrup  
County Clerk-Recorder  
Damon Fletcher  
Deputy  
File No. 20190019  
Publish: 3/9, 3/16, 3/23 & 3/30/19  
Ad # 71204158

designator or real property: 3575 Kings Valley Rd, Crescent City, CA 95531 The undersigned Trustee disclaims any liability for any incorrectness of the street address or other common designation, if any, shown above. If no street address or other common designation is shown, directions to the location of the property may be obtained by sending a written request to the beneficiary within 10 days of the date of first publication of this Notice of Sale. If the Trustee is unable to convey title for any reason, the successful bidder's sole and exclusive remedy shall be the return of monies paid to the Trustee, and the successful bidder shall have no further recourse. The requirements of California Civil Code Section 2923.5(b)/2923.55(c) were fulfilled when the Notice of Default was recorded. **NOTICE TO POTENTIAL BIDDERS:** If you are considering bidding on this property lien, you should understand that there are risks involved in bidding at a trustee auction. You will be bidding on a lien, not on the property itself. Placing the highest bid at a trustee auction does not automatically entitle you to free and clear ownership of the property. You should also be aware that the lien being auctioned off may be a junior lien. If you are the highest bidder at the auction, you are or may be responsible for paying off all liens senior to the lien being auctioned off, before you can receive clear title to the property. You are encouraged to investigate the existence, priority, and size of outstanding liens that may exist on this property by contacting the county recorder's office or a title insurance company, either of which may charge you a fee for this information. If you consult either of these resources, you should be aware that the same lender may hold more than one mortgage or deed of trust on the property. **NOTICE TO PROPERTY OWNER:** The sale date shown on this notice of sale may be postponed one or more times by the mortgagee, beneficiary, trustee, or a court, pursuant to Section 2924g of the California Civil Code. The law requires that information about trustee sale postponements be made available to you and to the public, as a courtesy to those not present at the sale. If you wish to learn whether your sale date has been postponed, and, if applicable, the rescheduled time and date for the sale of this property, you may call 714-730-2727 or visit this Internet Web site [www.ndscorp.com/sales](http://www.ndscorp.com/sales), using the file number assigned to this case 18-30633-BA-CA. Information about postponements that are very short in duration or that occur close in time to the scheduled sale may not immediately be reflected in the telephone information or on the Internet Web site. The best way to verify postponement information is to attend the scheduled sale. Date: 03/01/2019 National Default Servicing Corporation c/o Tiffany and Bosco, P.A., its agent, 1230 Columbia Street, Suite 680 San Diego, CA 92101 Toll Free Phone: 888-264-4010 Sales Line 714-730-2727; Sales Website: [www.ndscorp.com](http://www.ndscorp.com) Rachael Hamilton, Trustee Sales Representative A-4686876 Publish: 03/09/2019, 03/16/2019, 03/23/2019 Ad#71204132

a lien, not on the property itself. Placing the highest bid at a trustee auction does not automatically entitle you to free and clear ownership of the property. You should also be aware that the lien being auctioned off may be a junior lien. If you are the highest bidder at the auction, you are or may be responsible for paying off all liens senior to the lien being auctioned off, before you can receive clear title to the property. You are encouraged to investigate the existence, priority, and size of outstanding liens that may exist on this property by contacting the county recorder's office or a title insurance company, either of which may charge you a fee for this information. If you consult either of these resources, you should be aware that the same lender may hold more than one mortgage or deed of trust on the property. **NOTICE TO PROPERTY OWNER:** The sale date shown on this notice of sale may be postponed one or more times by the mortgagee, beneficiary, trustee, or a court, pursuant to Section 2924g of the California Civil Code. The law requires that information about trustee sale postponements be made available to you and to the public, as a courtesy to those not present at the sale. If you wish to learn whether your sale date has been postponed, and, if applicable, the rescheduled time and date for the sale of this property, you may call (916) 939-0772 or visit this Internet Web site <http://www.nationwideposting.com/>, using the file number assigned to this case 812W-018380. Information about postponements that are very short in duration or that occur close in time to the scheduled sale may not immediately be reflected in the telephone information or on the Internet Web site. The best way to verify postponement information is to attend the scheduled sale. Date: 3/11/2019 PLM LOAN MANAGEMENT SERVICES, INC, as Trustee Phone: 408-370-4030 48 N Second Street Campbell, California 95008 Elizabeth Godbey, Vice President PLM LOAN MANAGEMENT SERVICES, INC IS A DEBT COLLECTOR ATTEMPTING TO COLLECT A DEBT ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE NPP0350387 To: TRIPPLICATE 03/16/2019, 03/23/2019, 03/30/2019 No. 71204438

The Port of Brookings Harbor is seeking quotes for the replacement of Double Check Valves at several of our locations: Retail area, Launch Ramp, Beachfront RV Park, and part of our Commercial Boat Basin. For more information or details about the scope of work, please contact the Port's Harbormaster Travis Webster at (541)469-2218. Quotes must be submitted to the Port office, by March 19, 2019. Publish March 6, 9, 13, & 16, 2019 No. 71203365

**OFFICIAL NOTICE OREGON ALBACORE COMMISSION PUBLIC BUDGET HEARING**

The OREGON ALBACORE COMMISSION (OAC) will hold a Budget Hearing pursuant to ORS 576.416, on Thursday, April 4 at 10:00am at the Cannery Pier Hotel, 10 Basin St., Astoria Oregon upon a proposed budget for operation of the Oregon Albacore Commission during FY July 1, 2019 - June 30, 2020. A public meeting will be held Wednesday, April 3 from noon until 5pm, and continue at 8:30am on April 4. Agenda items will include presentations, 2018 season recap and 2019 marketing and promotional activities.

At this meeting, any Albacore harvester in Oregon selling Albacore through a first purchaser or directly to the public and any first purchaser buying Albacore in Oregon has the right to be heard with respect to the proposed budget. Copies are available for inspection, under reasonable circumstances, at the Albacore Commission office in Lincoln City.

For further information, please contact: OAC, P.O. Box 983, Lincoln City, OR 97367-0983. Phone/fax: 541-994-2647; [nancy@oregonsalmon.org](mailto:nancy@oregonsalmon.org). The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the OAC office at 541-994-2647.

Publish March 16, 2019 P71204592

The Port of Brookings Harbor seeking quotes for Roof replacement at 3 of our locations: Kite Field Restroom, Launch Ramp Restroom, and Pacific Ocean Harvesters building. For more information or details about the scope of work, please contact the Port's Harbormaster Travis Webster at (541)469-2218. Quotes must be submitted to the Port office, by March 19, 2019. Publish March 6, 9, 13, & 16, 2019 No. 71203382

The Port of Brookings Harbor is seeking quotes to design, supply and install an Audio and Video system in the Port's conference Room. For details visit our website [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) or contact Brent (541)469-2218. Quotes must be received at the Port office by March, 27th, 2019 Publish March 16, 20, 2019 P71204614

**Want to make your phone ring?**  
  
**PLACE A BARGAIN CORNER AD**  
CURRY PILOT 541-469-3123 • 507 Chetco Ave.  
www.CurryPilot.com

# The Roofers LLC

CCB #215757  
97004 Rustic  
Brookings, OR.  
97415

## Contract for Port of Brookings

### Roof Locations:

Kite field bathroom, Pacific Ocean Harvesters, and Launch ramp.

Brookings, OR. 97415

This is a contract for roof replacement to be performed by The Roofers LLC made on the 13th day of March, 2019

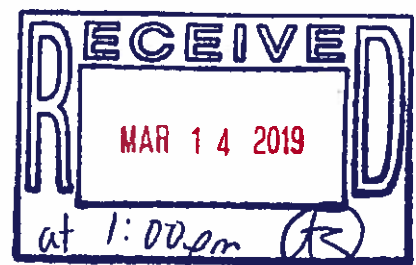
### Scope of Work:

- Tear off 1 layer of Shingles and inspect sheathing
- Remove all debris from property and clean all gutters
- Dry in with synthetic underlayment
- Install new drip edge, pipe jacks and boots were applicable
- Install Malarkey Vista 40 year shingles, using 6 nail pattern for highest wind resistance with an additional 3 on the rake sides.
- Install high profile ridge for more durability and withstanding the elements.
- Install new flat roofing on backside of Pacific Ocean.

### The Scope of work for this job does not include the following trades

- \*Electrical
- \*Plumbing
- \*Painting

\*Structural modifications (any structural modifications to be done at \$50 per hour and the cost of materials, or the owners have the option of having the materials provided.)



**Homeowners Rights**

- Consumers have a right to receive ALL the products and services agreed to in this contract.
- Consumers have the right resolve disputes through means outlined in this contract.
- Any issues with installation or work performed shall be addressed with, The Roofers LLC.
- In the event of a legitimate dispute, The Roofers LLC, will be given the chance and means to alleviate any complaints within reason before the Homeowner exercises their right to file a complaint with the CCB.

• **Payment**

- The Roofers LLC will collect a 50% deposit of contract price upon signing of this contract to help cover the cost of materials and dump fees, or 2 weeks before the estimated start date, the remainder of the balance to be paid same day as the completion.
- The Roofers LLC urges its customers to read this contract thoroughly and ask as many questions as necessary to make sure they understand its contents and meanings fully, as well as the work involved in the renovation of their home. It is our duty as licensed contractors to help you completely understand every step involved from the signing of this contract through the completion of the project. We are here first and foremost to provide the best service we can so that you can take as much pride in the finished product as we do.

**Cost of project \$21,350.00**

**Deposit due \$10,675.00**

**Balance of \$10,675.00**

**Owner \_\_\_\_\_ Date \_\_\_\_\_**

**Owner \_\_\_\_\_ Date \_\_\_\_\_**

***This estimate is good for 30 days from the date above as long as a deposit is received in that time frame.***

**April Hempenstall**

**231-420-4377**

**theroofersllc@gmail.com**

# ALLIED ROOFING AND CONSTRUCTION LLC.

# Contract

P.O. BOX 2788  
 Brookings Or. 97415  
 Phone 541-469-3969  
 CCB# 207613

Date	CONTRACT #
2/27/2019	5016

<b>Name / Address</b>
PORT OF BROOKINGS HARBOR 16330 LOWER HARBOR RD. BROOKINGS OR. 97415 541-469-2218 ATT: TRAVIS WEBSTER

Description	Total
<p>THIS IS FOR THE ROOF REPLACEMENTS OF THE KITE FIELD BATHROOM, LAUNCH RAMP BATHROOM AND THE PACIFIC OCEAN HARVESTERS BUILDING</p> <p>WE HEREBY PURPOSE TO FURNISH ALL MATERIALS AND LABOR NECESSARY FOR THE COMPLETION OF THE TEAR OFFS AND REMOVAL OF THE EXISTING ROOFS TO BE REPLACED WITH A NEW 50 YEAR GAF ARCHITECTURE SHINGLE TO MATCH THE FISH CLEANING STATION WITH THE USE OF TIGER PAW FELT NEW METAL DRIP EDGES, SIX NAILS STAINLESS STEEL NAILS PER SHINGLE FOR HIGH WIND NEW METAL ROOF VENTS AND PIPE FLASHING THIS ALSO INCLUDES THE MANUFACTURES 50 YEAR LIMITED WARRANTY ALONG WITH A 10 YEAR LABOR WARRANTY ALSO TO INSTALL APPROXIMATELY 1 SQUARE OF TPO MEMBRANE ON THE FLAT ROOF OF POH BUILDING</p>	23,870.00

<b>Terms of Payment</b>	1/3 ON ACCAPTANCE 1/3 ON START OF JOB 1/3 ON COMPLETION
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Allied Roofing And Construction LLC Thanks You	PLEASE SIGN BELOW	<b>Total</b> \$23,870.00
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INITIAL STATING YOU HAVE RECEIVED THE FOLLOWING: CONSUMER PROTECTION NOTICE NOTICE OF PROCEDURE NOTICE ABOUT CONSTRUCTION LIENS _____	Signature _____  Signature _____	DATE OF ACCEPTANCE
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Customer will be responsible for complete reimbursement of all attorney costs and filing fees incurred by Allied Roofing and Construction. Any alterations or deviation from the above specification involving extra costs will be expected upon Written orders and will become an extra charge over and above the contract, all agreements contingent upon strikes, accidents or delays beyond our control, Owner to carry fire and other necessary insurance upon the work above, workman's comp and public liability insurance on the above work to be taken out by Allied Roofing And Construction, any structural repairs or extra construction costs shall be done on a time and material basis at an additional rate of \$55.00 per man hour, first 33.3% of contract is a non refundable deposit on all signed contracts, any unpaid balances past 90 days of completion will then result in a surcharge of an addition to the remaining balance and a charge of 7% interest per month there after until paid.

**INITIAL YOU UNDERSTAND AND ARE EXCEPTING THE TERMS ABOVE**





# Consumer Protection Notice

## Actions to help make your project successful

(ORS 701.330 (1))

Oregon law requires contractors to provide the homeowner with this notice at the time of written contract, for work on a residential structure. This notice explains licensing, bond and insurance requirements, and steps that consumers can take to help protect their interests.

### START OUT YOUR PROJECT RIGHT

1. **Make sure your contractor is properly licensed before you sign a contract.** Visit [www.oregon.gov/ccb](http://www.oregon.gov/ccb), and click on the link, **Check on a Contractor's License**, or call our offices at 503-378-4621. To be licensed in Oregon, contractors must take training and pass a test on business practices and law. Licensing is not a guarantee of the contractor's work.
  - **A license requires the contractor to maintain a surety bond and liability insurance -** The CCB surety bond provides a limited amount of financial security if the contractor is ordered to pay damages in contract disputes. It is not intended to be a safety net for consumer damages. Consumers with large projects may wish to look into performance bonds. Liability insurance coverage provides for property damage and bodily injury caused by the contractor. It does not cover contract disputes, including poor workmanship.
  - **If your contractor is not licensed -** the CCB bond and dispute resolution services will not be available to you.
2. **What you should know about bids, contracts, and change orders:**
  - **Bids - Do not automatically accept the lowest bid -** A low bid may make it necessary for the contractor to use lower quality materials and to cut corners in workmanship.
  - **Contracts and Change Orders - Always get it in writing.** Your contractor is required to provide a written contract if the contract price is more than \$2000. The CCB recommends that all contracts be in writing.
  - **Contracts should be as detailed as possible -** Some items to include are materials and costs, permits, estimated start and completion dates, debris removal, and arbitration clauses. Make sure the contractor's name, CCB number, and contact information is included in the contract.
  - **Read and understand your contract before signing it -** Don't be pressured into signing your contract without taking the time needed to go through it. Make sure it includes enough details to avoid misunderstandings and to protect you and your property.
3. **Additional contract information you should know:**
  - **A Payment Schedule -** should be included in the contract. Stick to the schedule and never pay in full for a project before the work is complete.
  - **Special Note on Liens -** Subcontractors and material suppliers that work on your project are often paid by the general contractor. If a general contractor fails to pay, the subcontractor may file a lien on your property. For information on construction liens, visit the CCB's Consumer Help Page at [www.oregon.gov/ccb](http://www.oregon.gov/ccb), or contact an attorney.
  - **Warranty on new residential construction -** Contractors must make an offer of a warranty when constructing a new residential structure. Consumers may accept or refuse the warranty.
4. **If you should have a problem with your contractor -** You can file a complaint with the CCB against a licensed contractor within one year of the substantial completion of work on your project. Contact the CCB office at 503-378-4621 for help.

Visit the CCB website at for more information on having a successful project.  
[www.oregon.gov/ccb](http://www.oregon.gov/ccb)

CONTRACTOR: COB#: 207613

PROPERTY OWNER: \_\_\_\_\_



03-13-19

Signature

Date

Signature

Date



# Notice of Procedure

## Regarding Residential Construction Arbitrations and Lawsuits

(ORS 701.330)

Oregon law contains important requirements that homeowners must follow before starting an arbitration or court action against any contractor, subcontractor, or supplier (materials or equipment) for construction defects.

Before you start an arbitration or court action, you must do the following:

1. Deliver a written notice of any conditions that you believe are defective to the contractor, subcontractor, or supplier that you believe is responsible for the alleged defect.
2. Allow the contractor, subcontractor, supplier, or its agent, to visually inspect the possible defects and also allow the contractor, subcontractor, or supplier to do reasonable testing.
3. Provide the contractor, subcontractor, supplier, or its agent, the opportunity to make an offer to repair or pay for the defects. You are not obligated to accept any offer made.

There are strict procedures and deadlines that must be followed under Oregon law. Failure to follow those procedures or meet those deadlines will affect your right to start an arbitration or court action.

You should contact an attorney for information on the procedures and deadlines required under Oregon law.

Your contractor is supplying this notice to you as required by Oregon law.

CONTRACTOR: CCB# 207613

HOMEOWNER:

Allio  
 Print Contractor Name (as it appears on contract)

\_\_\_\_\_  
 Print Homeowner Name (as it appears on contract)

[Signature] 03-13-19  
 Signature of Authorized Representative Date

\_\_\_\_\_  
 Signature Date



# Information Notice To Owner About Construction Liens

(ORS 87.093)

This is not a lien. Your contractor is required by law to provide this notice to inform you about construction lien laws. This notice explains the construction lien law, and gives steps you can take to protect your property from a valid lien. As an owner, you should read this information notice carefully. This information notice is required to be given if you contract for residential construction or remodeling, if you are buying a new home, or at any time the contract price exceeds \$2,000.

- Under Oregon law, your contractor and others who provide labor, materials, equipment, or services to your project may be able to claim payment from your property if they have not been paid. That claim is called a Construction Lien.
- If your contractor does not pay subcontractors, employees, rental equipment dealers, materials suppliers, or does not make other legally required payments, those who are owed money may place a lien against your property for payment. It is in your best interest to verify that all bills related to your contract are paid, even if you have paid your contractor in full.
- If you occupy or will occupy your home, persons who supply materials, labor, equipment, or services ordered by your contractor are permitted by law to file a lien against your property only if they have sent you a timely Notice of Right to Lien (which is different from this Information Notice), before or during construction. If you enter into a contract to buy a newly-built, partially-built, or newly-remodeled home, a lien may be claimed even though you have not received a Notice of Right to a Lien. If you do not occupy the building, a Notice of Right to Lien is not required prior to filing a lien.

This notice is not intended to be a complete analysis of the law. You should consult an attorney for more information.

## Common Questions and Answers About Construction Liens

**Can someone record a construction lien even if I pay my contractor?** Yes. Anyone who has not been paid for labor, material, equipment, or services on your project and has provided you with a valid Notice of Right to Lien has the right to record a construction lien.

**What is a Notice of Right to Lien?** A Notice of a Right to Lien is sent to you by persons who have provided labor, materials, or equipment to your construction project. It protects their construction lien rights against your property.

**What should I do when I receive a Notice of Right to Lien?** Don't ignore it. Find out what arrangements your contractor has made to pay the sender of the Notice of Right to Lien.

**When do construction liens need to be recorded?** In Oregon, construction liens generally need to be recorded within 75 days from the date the project was substantially completed, or 75 days from the date that the lien claimant stopped providing labor, material, equipment, or services, whichever happened first. To enforce a lien, the lien holder must file a lawsuit in a proper court within 120 days of the date the lien was filed.

**Note to Contractor:** This notice must be delivered personally, or mailed by registered mail, certified mail, or by first-class mail with a certificate of mailing. Ask the signing parties to provide you with an original or copy to retain in your files. You should retain proof of delivery of this notice for at least two years.

(over)

- **Contact the Construction Contractors Board (CCB) and confirm that your contractor is licensed.** The law requires all construction contractors to be licensed with the CCB. Check a contractor's license online at the CCB consumer website: [www.oregon.gov/ccb](http://www.oregon.gov/ccb), or you can call 503-378-4621.
- **Review the Consumer Protection Notice (ORS 701.330(1)),** which your contractor must provide to you at the time of contract on a residential structure.
- **Consider using the services of an escrow agent to protect your interests.** Consult your attorney to find out whether your escrow agent will protect you against liens when making payments.
- **Contact a title company about obtaining a title policy that will protect you from construction lien claims.**
- **Find out what precautions, if any, will be taken by your contractor, lending institution, and architect to protect your project from construction liens.**
- **Ask the contractor to get lien waivers or lien releases from every subcontractor, materials provider, equipment provider, and anyone else the contractor is responsible for paying.** Do this before you give your contractor a progress payment.
- **Have a written contract with your contractor.** A written contract is required for projects greater than \$2,000. An original contractor that fails to provide a written contract as required by law, may not place a construction lien against the owner's property.
- **If you receive a Notice of Right to Lien, ask for a statement of the reasonable value of the materials, labor, equipment, or services provided to your project from everyone who sends you a Notice of Right to Lien.** If the information is not provided in a timely manner, the sender of the Notice of Right to Lien may still be able to file a construction lien, but will not be entitled to attorney fees.
- **When you pay your contractor, write checks made jointly payable to the contractor, subcontractors, materials, equipment, or services providers.** The checks name both the contractor and the subcontractor, materials or equipment provider. The checks can only be cashed if both the contractor and the subcontractor, materials or equipment provider endorses it. This ensures that the subcontractor and other providers will be paid by your contractor, and can eliminate the risk of a lien on your property.
- **Should you have a dispute with your contractor, you may be able to file a complaint with the CCB and be reimbursed in whole or in part from the contractor's bond.** For more details about help available through the agency, write to the CCB at PO Box 14140, Salem, OR 97309-5052 or call 503-378-4621.
- **Consult an attorney.** If you do not have an attorney, consider contacting the Oregon State Bar Referral Service at 503-684-3763 or 1-800-452-7636.

Signing this Information Notice verifies only that you have received it. Your signature does not give your contractor or those who provide material, labor, equipment, or services, any additional rights to place a lien on your property.

Job Site Address: 16320 Lower Harbor Rd Brookings OR 97415

CONTRACTOR: CCB# 207613

PROPERTY OWNER: \_\_\_\_\_

Allied  
 Print Name (as it appears on contract)

\_\_\_\_\_  
 Print Name (as it appears on contract)

[Signature]  
 Signature

03-13-19  
 Date

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

# PORT OF BROOKINGS HARBOR

## Procurement Request

Project Name: ROOF REPLACEMENT Contract No. \_\_\_\_\_

<input type="checkbox"/> Purchase Agreement Purchase Order No. _____	<input checked="" type="checkbox"/> Contract
---	--

Award Information:

Special Notes or Comments

Company Name: THE ROOFERS LLC  
 Contact Person: APRIL HEMPELSTAL  
 Address: 97004 RUSTIC  
BROOKINGS, OR  
 Telephone: 231-420-4377

<u>ANY ADDITIONAL WORK WILL BE</u>
<u>DOCUMENTED.</u>

No.	Proposals / Quotes	Units	Quantity	Total \$
1	<u>THE ROOFERS LLC</u>	1	LS	21,350
2	<u>ALLISA ROOFING AND CONSTRUCTION LLC</u>	1	LS	22,870

Prepared by: TRAVIS WIERSTEL  
Print Name

Fund Account:  General Fund     Capital Improvements     Debt Service     Revenue Bond  
 Department:  Marina     Boat Yard     RV Park     Port Office     Fuel Dock     Commercial Retail  
KITE FIELDS  
+ BOAT LAUNCH  
RESTROOM    POH

Approved by GM: [Signature]    GARY DEHLING    3-23-19  
Signature    Print Name    Date

Approved by Board Commissioner: \_\_\_\_\_  
Signature    Print Name    Date

Approved by Board Commissioner: \_\_\_\_\_  
Signature    Print Name    Date

## **ACTION ITEM – B**

---

**DATE:** March 26, 2019  
**RE:** Procurement Approval for Backflow Devices  
**TO:** Board of Commissioners  
**ISSUED BY:** Gary Dehlinger, Port Manager

---

### **OVERVIEW**

- Board of Commissioners approved repairing number of existing backflow devices during February 26, 2016 Special Meeting.
- Retail, Boat Launch, Beachfront RV Park and Commercial Boat Basin backflow systems are planned to be rebuilt.
- Port advertised in the newspaper and website for RFP. Port received one quote for the backflow system rebuilds. Port made a change of materials on the security covers to be fiberglass enclosure instead of galvanized. The cost is not included on the quote, additional \$900 for covers. There could be other valves needing replaced is the reason for additional funds.
- Port Counsel will be providing a contract to be entered with the contractor.

### **DOCUMENTS**

- Request for Proposal, 3 pages
- 5-R Excavation and Paving LLC, 1 page
- Procurement Request, 1 page

### **COMMISSIONERS ACTION**

- **Recommended Motion:**  
Motion to approve the expenditure not to exceed \$17,000 to rebuild the backflow devices and to allow Port Manager or designee to enter into a contract with 5-R Excavators and Paving LLC to complete the rebuilds.

Port of Brookings Harbor

Contact- Travis Webster

541-291-7380

Double Check Valve Replacement

2-26-2019

Locations: RV Park, Commercial Basin (East side), Retail, and Launch Ramp

Scope of work:

- To remove old double check valves.
- Install vertical piping to bring the double check valves above ground.
- Backfill and pour concrete pad around vertical piping and above ground double check.
- Install a galvanized metal fence or screen so that can be locked and can't be tampered with.
- See attached pictures and drawings for details and locations. All four of the locations have 2" double checks.

Board approval at Feb. 26<sup>th</sup>, 2019 special meeting.

Note: The Port of Brookings Harbor reserves the right to waive or reject any or all proposals and to negotiate terms with any selected proposer.

1. PROVIDE AN USC APPROVED BACKFLOW PREVENTION ASSEMBLY AS DESIGNATED BY EAWD APPROVED MATERIALS LIST SPECIFICATIONS.

2. EAWD MAINTENANCE RESPONSIBILITY STOPS AT THE METER. THE CUSTOMER IS RESPONSIBLE TO TEST AND MAINTAIN THE BACKFLOW PREVENTION ASSEMBLY, IN ACCORDANCE WITH EAWD ORD. 69 TESTER LIST ARE ALLOWED TO TEST BACKFLOW ASSEMBLIES WITHIN EAWD SERVICE AREA.

3. ONLY RIVERSIDE COUNTY CERTIFIED BACKFLOW TESTERS LISTED ON THE EAWD APPROVED BACKFLOW TESTER LIST ARE ALLOWED TO TEST BACKFLOW ASSEMBLIES WITHIN EAWD SERVICE AREA.

4. BACKFLOW CONNECTION TESTING IS REQUIRED ANNUALLY AT A MINIMUM BUT MAY BE MORE FREQUENT AS DETERMINED BY EAWD. CERTIFICATION TESTING IS REQUIRED IMMEDIATELY AFTER AN ASSEMBLY IS RELOCATED, REPAIRED, REINSTALLED, NEW INSTALLATION ACCEPTANCE AND WATER DELIVERY PER EAWD ORD. 69 PRIOR TO NEW INSTALLATION ACCEPTANCE AND WATER DELIVERY.

5. BACKFLOW PREVENTION ASSEMBLY SIZE SHALL MATCH THE DIAMETER OF THE METER IN ACCORDANCE WITH THE UNIFORM PLUMBING CODE, CHAPTER 8, SECTION 818 AS AIGHRED, PER TABLE "A", OR AS APPROVED BY EAWD.

6. BACKFLOW PREVENTION ASSEMBLY INSTALLATIONS INCLUDING ALL APPURTENANCES FOR THE SUPPLY OF DOMESTIC WATER SHALL COMPLY WITH THE REQUIREMENTS OF THE CALIFORNIA LEAD-FREE ACT (LFCL).

7. BACKFLOW PREVENTION ASSEMBLIES SHALL BE LOCATED AS CLOSE AS PRACTICAL TO THE WATER METER BOX BUT NOT FURTHER THAN 3 FEET UNLESS A VARIANCE IS OBTAINED FROM AN EAWD CROSS-CONNECTION SPECIALIST PRIOR TO INSTALLATION.

8. NO OUTLETS, TEES, OR CONNECTIONS SHALL BE ALLOWED BETWEEN THE METER AND THE BACKFLOW PREVENTION ASSEMBLY.

9. BACKFLOW PREVENTION ASSEMBLIES SHALL MAINTAIN A VERTICAL CLEARANCE FROM THE LOWEST POINT OF 12 INCHES (MINIMUM) TO 36 INCHES (MAXIMUM) ABOVE FINISHED GRADE, WITH SIDE AND TOP CLEARANCES OF 12 INCHES (MINIMUM) FROM ANY OBSTRUCTIONS IN ALL DIRECTIONS.

10. POLYETHYLENE ENCASUREMENT SHALL BE INSTALLED PER ANISHAWA CONTACT 1.9 DIMENSIONS HIGH-DENSITY POLYETHYLENE (HDPE) SHALL BE A MINIMUM OF .204 (1 MIL) THICKNESS. LOW-DENSITY POLYETHYLENE (LDPE) SHALL BE A MINIMUM OF .208 (1 MIL) THICKNESS.

**RECOMMENDATIONS:**

11. PARALLEL INSTALLATIONS OF THE SAME TYPE OF BACKFLOW PREVENTION ASSEMBLIES ARE STRONGLY DISCOURAGED FOR ALL FACILITIES REQUIRING UNINTERRUPTED WATER SUPPLY, SUCH AS, HOSPITALS AND SCHOOLS.

12. PREIZE PROTECTION IS RECOMMENDED, BUT THE RELIEF VALVE MUST BE ABLE TO VENT FREELY AND TESTLOCK DEVICES SHALL BE LEFT EXPOSED.

13. TEST LOCK DEVICES ARE STRONGLY RECOMMENDED FOR PROSIZE ASSEMBLIES ALLOWING ADEQUATE ACCESS TO THE ASSEMBLY FOR TESTING, MAINTENANCE, AND PROPER DRAINAGE.

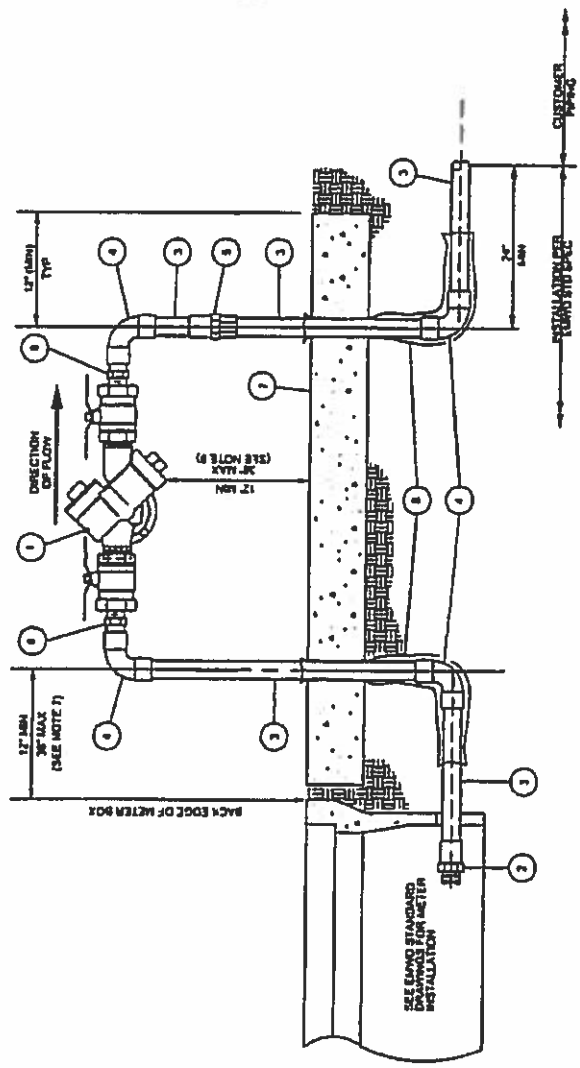


TABLE "A" Δ

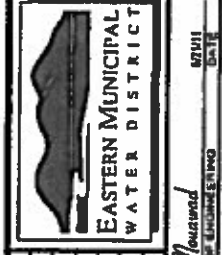
METER SIZE	BACKFLOW SIZE
1/2" MULTINET (15 GPM)	1/2"
3/4" MULTINET (20 GPM)	3/4"
1" MULTINET (25 GPM)	1"
1 1/4" MULTINET (35 GPM)	1 1/4"
2" MULTINET (120 GPM)	2"

ITEM	DESCRIPTION
1	3/4" THRU 2" REDUCED PRESSURE BACKFLOW PREVENTER WITH VALVES
2	COPPER ADAPTER, COPPER SOLDER JOINT 1/2" MALE FT
3	COPPER WATER TUBE, TYPE L, WOOD ON BRASS
4	COPPER 90° ELBOW WITH COPPER SOLDER JOINTS
5	COPPER UNION WITH COPPER SOLDER JOINTS
6	COPPER ADAPTER, MALE SOLDER & MALE FT
7	1" WIDE x 4" THICK CONCRETE PAD, LENGTH VARIES PER SIZE
8	POLYETHYLENE ENCASUREMENT (SEE NOTE 10)

NO.	DATE	INITIAL	DESCRIPTION

APPROVALS	
INITIAL	DATE
NEW BUSINESS	3/28
MAINTENANCE	5/23H
INSPECTION	6/24
OPERATIONS	5/89
SUBMITTED	5/29

RECOMMENDED	
INITIAL	DATE



EASTERN MUNICIPAL WATER DISTRICT  
**STANDARD DRAWING**  
 REDUCED PRESSURE  
 BACKFLOW PREVENTER  
 ASSY FOR SIZES 3/4" THROUGH 2"

APPROVED: *Charlie Beckwith*  
 ASSISTANT GENERAL MANAGER  
 8/21/11 DATE  
 B-597A

119  
 15



Signed:  
Jennifer Kurz

This statement was filed with the County Clerk of Del Norte County on: 3/6/19

Allissa D. Northrup  
County Clerk-Recorder  
Claire Landay  
Deputy  
File No. 20190021  
Publish: 3/16, 3/23, 3/30 & 4/6/19  
Ad # 71204421

**FICTITIOUS BUSINESS NAME STATEMENT FV STORMY II**

The following person/s is/are doing business as:

FV STORMY II  
689 Childs Ave  
Crescent City, CA 95531

This Business is conducted by: an individual  
The registrant commenced to transact business under the fictitious business name or names listed on: N/A

I declare that all information in this statement is true and correct. A registrant who declares as true any material matter pursuant to this section that the registrant knows to be false is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000).

Signed:  
Jonathan Beardon

This statement was filed with the County Clerk of Del Norte County on: 3/4/19

Allissa D. Northrup  
County Clerk-Recorder  
Damon Fletcher  
Deputy  
File No. 20190019  
Publish: 3/9, 3/16, 3/23 & 3/30/19  
Ad # 71204158

designations or real property: 3575 Wings Valley Rd, Crescent City, CA 95531 The undersigned Trustee disclaims any liability for any incorrectness of the street address or other common designation, if any, shown above. If no street address or other common designation is shown, directions to the location of the property may be obtained by sending a written request to the beneficiary within 10 days of the date of first publication of this Notice of Sale. If the Trustee is unable to convey title for any reason, the successful bidder's sole and exclusive remedy shall be the return of monies paid to the Trustee, and the successful bidder shall have no further recourse. The requirements of California Civil Code Section 2923.5(b)/2923.55(c) were fulfilled when the Notice of Default was recorded. **NOTICE TO POTENTIAL BIDDERS:** If you are considering bidding on this property lien, you should understand that there are risks involved in bidding at a trustee auction. You will be bidding on a lien, not on the property itself. Placing the highest bid at a trustee auction does not automatically entitle you to free and clear ownership of the property. You should also be aware that the lien being auctioned off may be a junior lien. If you are the highest bidder at the auction, you are or may be responsible for paying off all liens senior to the lien being auctioned off, before you can receive clear title to the property. You are encouraged to investigate the existence, priority, and size of outstanding liens that may exist on this property by contacting the county recorder's office or a title insurance company, either of which may charge you a fee for this information. If you consult either of these resources, you should be aware that the same lender may hold more than one mortgage or deed of trust on the property. **NOTICE TO PROPERTY OWNER:** The sale date shown on this notice of sale may be postponed one or more times by the mortgagee, beneficiary, trustee, or a court, pursuant to Section 2924g of the California Civil Code. The law requires that information about trustee sale postponements be made available to you and to the public, as a courtesy to those not present at the sale. If you wish to learn whether your sale date has been postponed, and, if applicable, the rescheduled time and date for the sale of this property, you may call 714-730-2727 or visit this Internet Web site [www.ndscorp.com/sales](http://www.ndscorp.com/sales), using the file number assigned to this case 18-30633-BA-CA. Information about postponements that are very short in duration or that occur close in time to the scheduled sale may not immediately be reflected in the telephone information or on the Internet Web site. The best way to verify postponement information is to attend the scheduled sale. Date: 03/01/2019 National Default Servicing Corporation c/o Tiffany and Bosco, P.A., its agent, 1230 Columbia Street, Suite 680 San Diego, CA 92101 Toll Free Phone: 888-284-4010 Sales Line 714-730-2727; Sales Website: [www.ndscorp.com](http://www.ndscorp.com) Rachael Hamilton, Trustee Sales Representative A-4686876 Publish: 03/09/2019, 03/16/2019, 03/23/2019 Ad#71204132

a lien, not on the property itself. Placing the highest bid at a trustee auction does not automatically entitle you to free and clear ownership of the property. You should also be aware that the lien being auctioned off may be a junior lien. If you are the highest bidder at the auction, you are or may be responsible for paying off all liens senior to the lien being auctioned off, before you can receive clear title to the property. You are encouraged to investigate the existence, priority, and size of outstanding liens that may exist on this property by contacting the county recorder's office or a title insurance company, either of which may charge you a fee for this information. If you consult either of these resources, you should be aware that the same lender may hold more than one mortgage or deed of trust on the property. **NOTICE TO PROPERTY OWNER:** The sale date shown on this notice of sale may be postponed one or more times by the mortgagee, beneficiary, trustee, or a court, pursuant to Section 2924g of the California Civil Code. The law requires that information about trustee sale postponements be made available to you and to the public, as a courtesy to those not present at the sale. If you wish to learn whether your sale date has been postponed, and, if applicable, the rescheduled time and date for the sale of this property, you may call (916) 939-0772 or visit this Internet Web site <http://www.nationwideposting.com/>, using the file number assigned to this case 812W-018380. Information about postponements that are very short in duration or that occur close in time to the scheduled sale may not immediately be reflected in the telephone information or on the Internet Web site. The best way to verify postponement information is to attend the scheduled sale. Date: 3/11/2019 PLM LOAN MANAGEMENT SERVICES, INC, as Trustee Phone: 408-370-4030 46 N Second Street Campbell, California 95008 Elizabeth Godbey, Vice President PLM LOAN MANAGEMENT SERVICES, INC IS A DEBT COLLECTOR ATTEMPTING TO COLLECT A DEBT. ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE. NPP0350387 To: TRIPLICATE 03/16/2019, 03/23/2019, 03/30/2019 No. 71204436

The Port of Brookings Harbor is seeking quotes for the replacement of Double Check Valves at several of our locations: Retail area, Launch Ramp, Beachfront RV Park, and part of our Commercial Boat Basin. For more information or details about the scope of work, please contact the Port's Harbormaster Travis Webster at (541)469-2218. Quotes must be submitted to the Port office, by March 19, 2019. Publish March 6, 9, 13, & 16, 2019 No. 71203365

**OFFICIAL NOTICE OREGON ALBACORE COMMISSION PUBLIC BUDGET HEARING**

The OREGON ALBACORE COMMISSION (OAC) will hold a Budget Hearing pursuant to ORS 576.416, on Thursday, April 4 at 10:00am at the Cannery Pier Hotel, 10 Basin St., Astoria Oregon upon a proposed budget for operation of the Oregon Albacore Commission during FY July 1, 2019 - June 30, 2020. A public meeting will be held Wednesday, April 3 from noon until 5pm, and continue at 8:30am on April 4. Agenda items will include presentations, 2018 season recap and 2019 marketing and promotional activities.

At this meeting, any Albacore harvester in Oregon selling Albacore through a first purchaser or directly to the public and any first purchaser buying Albacore in Oregon has the right to be heard with respect to the proposed budget. Copies are available for inspection, under reasonable circumstances, at the Albacore Commission office in Lincoln City.

For further information, please contact: OAC, P.O. Box 983, Lincoln City, OR 97367-0983. Phone/fax: 541-994-2647; [nancy@oregonsalmon.org](mailto:nancy@oregonsalmon.org). The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the OAC office at 541-994-2647.

Publish March 16, 2019  
P71204592

The Port of Brookings Harbor seeking quotes for Roof replacement at 3 of our locations: Kite Field Restroom, Launch Ramp Restroom, and Pacific Ocean Harvesters building. For more information or details about the scope of work, please contact the Port's Harbormaster Travis Webster at (541)469-2218. Quotes must be submitted to the Port office, by March 19, 2019. Publish March 6, 9, 13, & 16, 2019 No. 71203382

The Port of Brookings Harbor is seeking quotes to design, supply and install an Audio and Video system in the Port's conference Room. For details visit our website [www.portofbrookingsharbor.com](http://www.portofbrookingsharbor.com) or contact Brent (541)469-2218. Quotes must be received at the Port office by March, 27th, 2019 Publish March 16, 20, 2019 P71204614

**Want to make your phone ring?**  **PLACE A BARGAIN CORNER AD**  
CURRY PILOT 541-469-3123 • 507 Chetco Ave. [www.CurryPilot.com](http://www.CurryPilot.com)



S-R Excavation and Paving LLC.  
 P.O. Box 5120  
 Brookings, OR 97415  
 Srexavationandpaving@gmail.com  
 CCB #155657  
 1(541)251-3720

# Estimate

Number **E317**

Date **3/19/2019**

**BILL TO**

Port of Brookings  
 16340 Lower Harbor Road  
 Brookings, OR, 97415

**SHIP TO**

<b>PO Number</b>	<b>Terms</b>	<b>Project</b>
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**Double Check Valves**

Date	Description	Hours	Rate	Amount
	Install 4-2" double check valves as per bid packet		\$14,744.00	\$14,744.00
<b>AMOUNT PAID</b>			<b>\$0.00</b>	
<b>AMOUNT DUE</b>			<b>\$14,744.00</b>	
<b>DISCOUNT</b>				<b>\$0.00</b>
<b>SHIPPING COST</b>				<b>\$0.00</b>
<b>SUB TOTAL</b>				<b>\$14,744.00</b>
<b>TOTAL</b>				<b>\$14,744.00</b>

# PORT OF BROOKINGS HARBOR

## Procurement Request

Project Name: DOUBLE CHECK VALVE REPLACEMENT Contract No. \_\_\_\_\_

<input type="checkbox"/> Purchase Agreement Purchase Order No. _____	<input checked="" type="checkbox"/> Contract
---	--

**Award Information:**

**Special Notes or Comments**

Company Name: S-R EXCAVATION + PAVING  
 Contact Person: \_\_\_\_\_  
 Address: P.O. BOX 5120  
BROOKINGS, OR 97415  
 Telephone: 541-251-3720

<u>ANY ADDITIONAL WORK WILL BE</u>
<u>DOCUMENTED.</u>

No.	Proposals / Quotes	Units	Quantity	Total \$
1	<u>S-R EXCAVATION AND PAVING LLC EST # E317</u>	1	<u>LS</u>	<u>14,744</u>

Prepared by: TRAVIS WEBSTER  
 Print Name \_\_\_\_\_

Fund Account:  General Fund     Capital Improvements     Debt Service     Revenue Bond  
 Department:  Marina     Boat Yard     RV Park     Port Office     Fuel Dock     Commercial Retail

50%  
 Approved by GM: [Signature]    GARY NEHLING    3-23-19  
 Signature    Print Name    Date

Approved by Board Commissioner: \_\_\_\_\_  
 Signature    Print Name    Date

Approved by Board Commissioner: \_\_\_\_\_  
 Signature    Print Name    Date

## **ACTION ITEM – C**

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**DATE:** March 26, 2019  
**RE:** Procurement Approval for Stormwater Pollution Control Plan  
**TO:** Board of Commissioners  
**ISSUED BY:** Gary Dehlinger, Port Manager

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### OVERVIEW

- Contacted Port of Charleston for a copy of their Stormwater Pollution Control Plan (SWPCP) to see what our Port will be looking at for compliance. Aquarius Environmental was the company that completed their SWPCP.
- Contacted Aquarius Environmental and provided information on our Port to see if they would be interested in completing our SWPCP.
- Aquarius Environmental was interested and provided the attached quote.
- Requested DEQ deadline to submit the 1200-Z General Discharge permit to May 1, 2019 and was approved.
- Port Counsel will be providing a contract to be entered with Aquarius Environmental.

### DOCUMENTS

- Aquarius Environmental proposal, 4 pages
- Procurement Request, 1 page

### COMMISSIONERS ACTION

- **Recommended Motion:**  
Motion to approve the expenditure not to exceed \$9,560.00 for the development of the Stormwater Pollution Control Plan and to allow Port Manager or designee to enter into a contract with Aquarius Environmental to complete the plan.



2117 NE Oregon St  
Suite 502  
Portland OR 97232  
503.828.0265

## Work Order – March 19, 2019

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**Project:**  
Port of Brookings Harbor

Engineering Support for 1200Z Industrial Stormwater Pollution Control Plan

**Performance Period:**  
April – May 2019

**Project Scope:**

**Scope:**  
1200-Z Permit Support

**Objective** – AE will provide support for the 1200-Z SWPCP, specifically:

- Conduct a Site Reconnaissance (one engineer, 4-6 hours onsite) to collect field data and photographs for map development, location of significant materials and assessment of the drainage system
- Facilitate dye or other drainage confirmation techniques for the purpose of facility mapping.
- Develop site map for use in development of the stormwater site plan. We will rely on publicly available resources such as Curry County GIS, and Google Earth.
- Prepare an updated stormwater site plan, vicinity map, and relevant figures required by the 1200-Z Permit.
- Prepare a Stormwater Pollution Control Plan (SWPCP) as required by the 1200-Z Permit and employ AE specific knowledge for boatyard best management practices.

**Deliverable:** Completed Stormwater Pollution Control Plan (SWPCP).

**Assumptions:**

- Survey or pipe locates if required are excluded from our scope of work.
- Our estimate includes up to 2 hrs engineering time for the response to one (1) round of comments from DEQ. Agency requests beyond this level of effort will require additional fees.

- AE is not responsible for any structural design, environmental impact studies, or engineering design reports.
- Deliverables will be provided in Adobe PDF electronic format. Three printed copies will be supplied for permit submittal. Additional copies can be supplied for an additional fee.

**Fee: Time and Materials**

Per 2019 Rates, Total budget of \$9,560.00 as detailed in attached project price schedule. Not to exceed, without prior authorization.

**NOTE - AE fees do include DEQ Permit Fees**

**The estimated cost and proposed scope of work are based on information available to AE at this time. If conditions change, unforeseen circumstances are encountered, or work efforts are redirected, the fee estimate may require modification. Hourly rates include normal Aquarius Environmental expenses such as telephone and computer usage fees as well as automobile mileage within 25 miles of our office.**



SCHEDULE OF PRICES FOR: Port of Brookings Harbor

Time and Materials - Not to Exceed

LABOR CLASSIFICATION	Project Management/ Site Recon		SWPCP Preparation				LABOR HOURS	HOURLY RATE	TOTAL
	LABOR HOURS	HOURLY RATE	LABOR HOURS	HOURLY RATE					
Principal Env. Engineer	6	\$ 165.00	10	\$ 165.00					\$ 2,640.00
Principal Travel Rate	14	\$ 82.50	0	\$ 82.50					\$ 1,155.00
Staff Env Scientist		\$ 95.00	38	\$ 95.00					\$ 3,610.00
Design Drafter	0	\$ 85.00	18	\$ 85.00					\$ 1,530.00
Project Administrator	0	\$ 60.00	0	\$ 60.00					\$ -
<b>TOTAL</b>	<b>30</b>	<b>\$ 990.00</b>	<b>66</b>	<b>\$ 6,790.00</b>			<b>0</b>	<b>\$ -</b>	<b>\$ 8,935.00</b>
									Sub-Total 86.00

Expense	UNIT	RATE	UNIT	RATE	UNIT	RATE	UNIT	RATE	TOTAL
Mileage	630	\$ 0.65							\$ 409.25
Per Diem Lodging / Meals	1	\$ 145.00							\$ 145.00
Printing and Duplication			1	\$ 75.00					\$ 75.00
<b>TOTAL</b>									<b>\$ 629.25</b>
									Sub-Total

Sub-consultants & Permit Fees	UNIT	RATE	UNIT	RATE	UNIT	RATE	UNIT	RATE	TOTAL
<b>Sub - TOTAL</b>									<b>\$ -</b>
Contractors Mark-Up(12%)									\$ -
<b>Sub - TOTAL</b>									<b>\$ -</b>
									Sub-Total
<b>TOTAL</b>									<b>\$ 9,564.25</b>
									PROJECT TOTAL



2019 - Time and Materials Rates:

Principal Engineer (PE)	\$165 / hour
Senior Civil Engineer (PE)	\$140 / hour
Project Engineer	\$120 / hour
Construction Inspector/ Field Scientist II	\$115 / hour
Staff Engineer (EI)	\$105 / hour
Environmental Scientist	\$95 / hour
CAD Design Drafter	\$85 / hour
Project Administrator	\$60 / hour

Hourly rates include customary business expenses such as telephone, computer usage fees, software and office supplies.

Travel rate is 50% of above hourly rate.

Reimbursable Expenses:

Mileage <sup>A</sup>	IRS Rate Plus 10%
Non-Customary Expenses & Subconsultants	Cost Plus 12%
Large Format Plot Fee	\$1.00/ sq ft

<sup>A</sup> – No mileage fees for project locations within 25 miles of AE Portland office.



# PORT OF BROOKINGS HARBOR

## Procurement Request

Project Name: STORMWATER POLLUTION CONTROL PLAN Contract No. \_\_\_\_\_

<input type="checkbox"/> Purchase Agreement Purchase Order No. _____	<input checked="" type="checkbox"/> Contract
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**Award Information:**

Special Notes or Comments

Company Name: AQUARIUS ENVIRONMENTAL  
 Contact Person: DANIEL SCARPINE  
 Address: 2117 NE OREGON ST. SUITE 502  
PORTLAND, OR 97232  
 Telephone: 503-828-0265

PORT PUBLIC CONTRACTING RULES ALLOW  
FOR DIRECT APPOINTMENT FOR A+E  
UNDER \$50,000.

No.	Proposals / Quotes	Units	Quantity	Total \$
1	<u>AQUARIUS ENVIRONMENTAL</u>	1	<u>LS</u>	<u>9,560.00</u>

Prepared by: GARY AEHLINGM  
 Print Name \_\_\_\_\_

Fund Account:  General Fund     Capital Improvements     Debt Service     Revenue Bond  
 Department:  Marina     Boat Yard     RV Park     Port Office     Fuel Dock     Commercial Retail

Approved by GM: [Signature]    GARY AEHLINGM    3-23-19  
 Signature    Print Name    Date

Approved by Board Commissioner: \_\_\_\_\_  
 Signature    Print Name    Date

Approved by Board Commissioner: \_\_\_\_\_  
 Signature    Print Name    Date

## **ACTION ITEM – D**

---

**DATE:** March 26, 2019  
**RE:** CPA Port Audit Report for Fiscal Year 2017-18  
**TO:** Board of Commissioners  
**ISSUED BY:** Gary Dehlinger, Port Manager

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### **OVERVIEW**

- Fiscal Year Port audits must be reviewed by Certified Public Accountant (CPA) and approved by the Board, then submitted to State of Oregon by December 31<sup>st</sup> every year.
- The Port requested a deadline extension to the State of Oregon, and it was accepted to March 31, 2019.
- Port is expecting to receive the CPA Port Audit FY 2017-18 by the meeting date. If the audit is not ready by the meeting date, the Port will be requesting a special commissioner meeting to approval the audit before the March 31, 2019 deadline.

### **DOCUMENTS**

- Port Audit Fiscal Year 2017-18, (not available at time of this packet)
- Resolution No. 518 Acceptance of the Draft Audit Report for Fiscal Year 2017-18

### **COMMISSIONERS ACTION**

- **Recommended Motion:**  
Motion to accept Port Audit Fiscal Year 2017-18 as presented by the Certified Public Accountant.

**PORT OF BROOKINGS HARBOR  
CURRY COUNTY, OREGON**

**RESOLUTION NO. 518**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF BROOKINGS  
HARBOR FOR ACCEPTANCE OF DRAFT AUDIT REPORT FOR FISCAL YEAR 2017-18**

**WHEREAS**, the Port of Brookings Harbor is a port district, organized and operated under the provisions of ORS Chapter 777, and has the authority to adopt resolutions; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Port of Brookings Harbor through its Board of Commissioners unanimously approved the Draft Audit Report for fiscal year 2017-18 now on file in the Port Office.

**APPROVED and ADOPTED**, and made effective the same day, by the Board of Commissioners of the Port of Brookings Harbor and made effective this 26th day of March 2019.

\_\_\_\_\_  
Roy C. Davis, President, Board of Commissioners

ATTEST:

\_\_\_\_\_  
Joe Speir, Secretary, Board of Commissioners

# WORKSHOP ITEM - A

---

**DATE:** March 26, 2019  
**RE:** Beachfront RV Park Rebuilding Plan  
**TO:** Port of Brookings Harbor, Board of Commissioners  
**ISSUED BY:** Gary Dehlinger, Port Manager and Travis Webster, Harbormaster

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## OVERVIEW

- December 2018 meeting conceptual plan was brought to the Board for review and approval. The issue was to address the closed main restroom and shower building and the closed (demolished) laundromat building.
- Dry and tent camping sites have also closed due to lack of restroom and dump facilities within 500 feet. There is a possibility that portable toilets may allow the reopening of the sites under certain requirements by Harbor Sanitary and/or the Health Department.
- Main restroom / shower building should not be rebuilt at its current location. The building sits within the easement of the main sewer trunk line for Harbor Sanitary. If any trouble happens on that line, the building could be at risk.
- Storm waves and debris cause flooding to the RV Park every year. West end of the RV Park is lower in elevation. Nearly all stormwater flows into dry camping area.
- Sewer Development Charges are still under review for past RV Park expansions.
- New pull-thru sites could be created at old main restroom and laundromat building locations. Couple more sites could be open where the RV Park Office is currently located, or a small restroom facility could be added.
- Current location of RV Park check-in during busy times of the year causes a backup on to Boat Basin Road and at time to Lower Harbor Road.
- Other areas of concern, electrical shed housing the main power for half of the pull-thru sites is in bad condition. Current electrical system does not support 50amp service. Major overhaul of the system would be needed to provide 50amp service.
- If the main restroom is located at the west end of the park, a secondary restroom may need to be installed at the east end.

## DOCUMENTS

- RV Park Revenues, 2 pages
- Funding Possibilities, 1 page
- Existing and Demolished Building Square Footage, 1 page
- RV Park Existing Issues, 6 pages

- Storm and Debris Flooding December 21, 2017, 9 photos
- Storm and Debris Flooding December 17, 2018, 21 photos
- Storm and Debris Flooding January 17, 2019, 16 photos
- Oregon Statutes for Sanitary Facilities, 3 pages
- Prefab Restroom Buildings (examples), 5 pages
- Port Staff Recommendation for Remodeling RV Park, 4 pages
- Average Income per RV Park Space, 4 pages
- 1995 Topographic Survey Drawing of RV Park, 1 page

RV Park Revenue	
2015-16 Actual Income	\$ 613,160.00
2016-17 Actual Income	\$ 563,943.00
2017-18 Budget	\$ 545,395.00
2018-19 Budget	\$ 576,156.00
Average	\$ 574,663.50

**FORM  
LB-20**

**RESOURCES  
GENERAL FUND**

**Port of Brookings Harbor**

	Historical Data		Adopted Budget This Year 17 / 18	Budget for Next Year 2018-19		
	Second Preceding Year 15/16	Actual First Preceding Year 16/17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
<b>RESOURCE SUMMARY</b>						
1						
2	19,428	23,023	50,000	67,554	67,554	67,554
3	5,653	6,917	5,000	8,800	8,800	8,800
4	345	315	350	2,400	2,400	2,400
5			-	-	24,807	24,807
6						
7	587,204	635,080	731,532	620,400	620,400	620,400
8	613,160	563,943	545,395	546,156	576,349	576,349
9	34,851	-	-	-	-	-
10	55,628	70,761	222,240	104,437	104,437	104,437
11	39,856	19,222	-	-	-	-
12	481,016	422,404	559,042	522,700	522,700	522,700
13	130,051	-	-	-	-	-
14	586,616	444,877	564,761	448,516	458,516	458,516
15	188,866	88,065	-	-	-	-
16		4,510	12,100	5,000	5,000	5,000
17	83,956	33,491	-	-	-	-
18						
19	14,951	47,833	-	184,000	184,000	184,000
20	42,286	126,694	50,000	19,384	19,384	19,384
21						
22						
23						
24						
25						
26						
27	2,883,867	2,487,135	2,740,420	2,529,347	2,594,347	2,594,347
28			200,000	213,704	213,704	213,704
29	187,206	214,368				
30	3,071,073	2,701,504	2,940,420	2,743,051	2,808,051	2,808,051

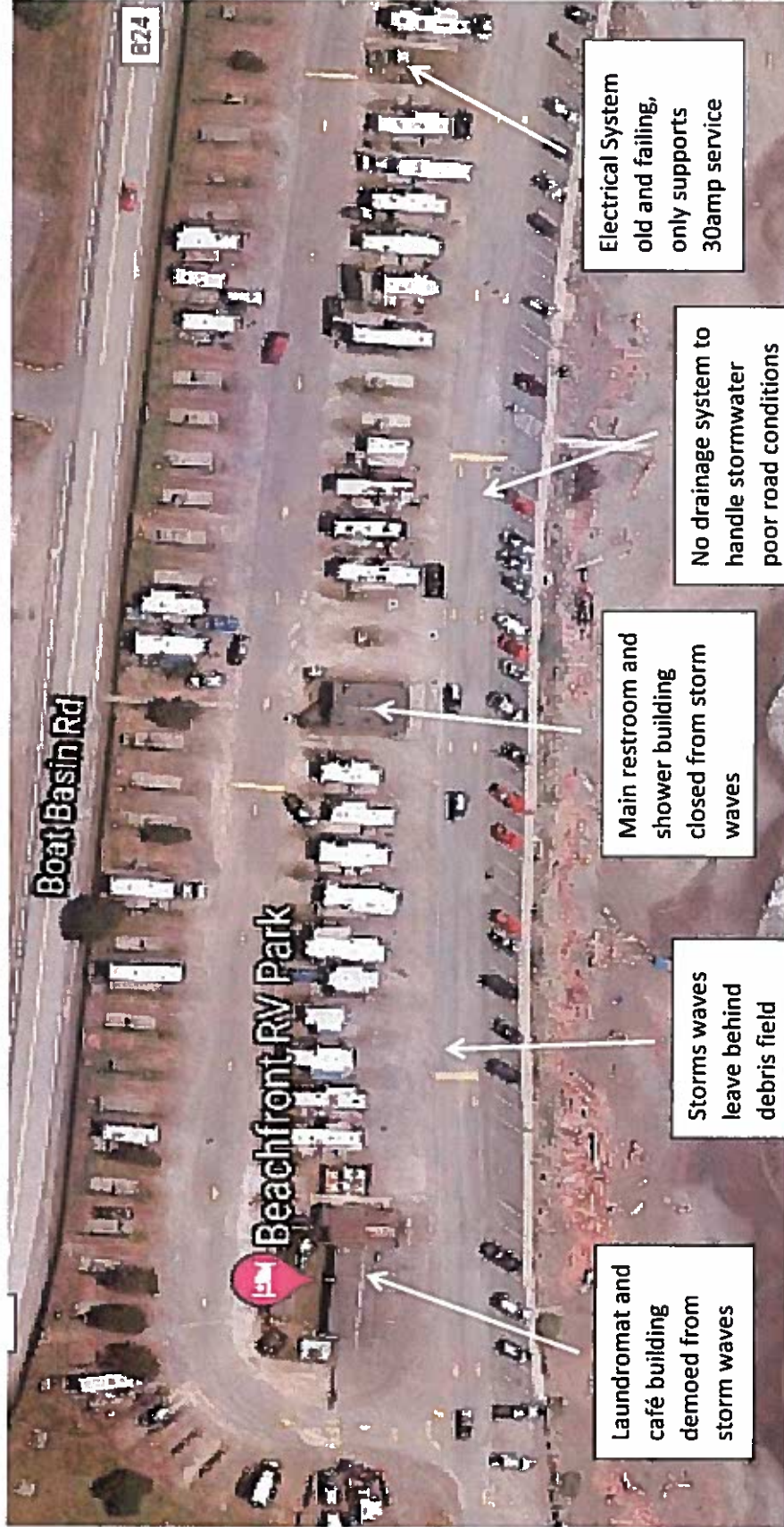
\*Includes ending balance from prior year

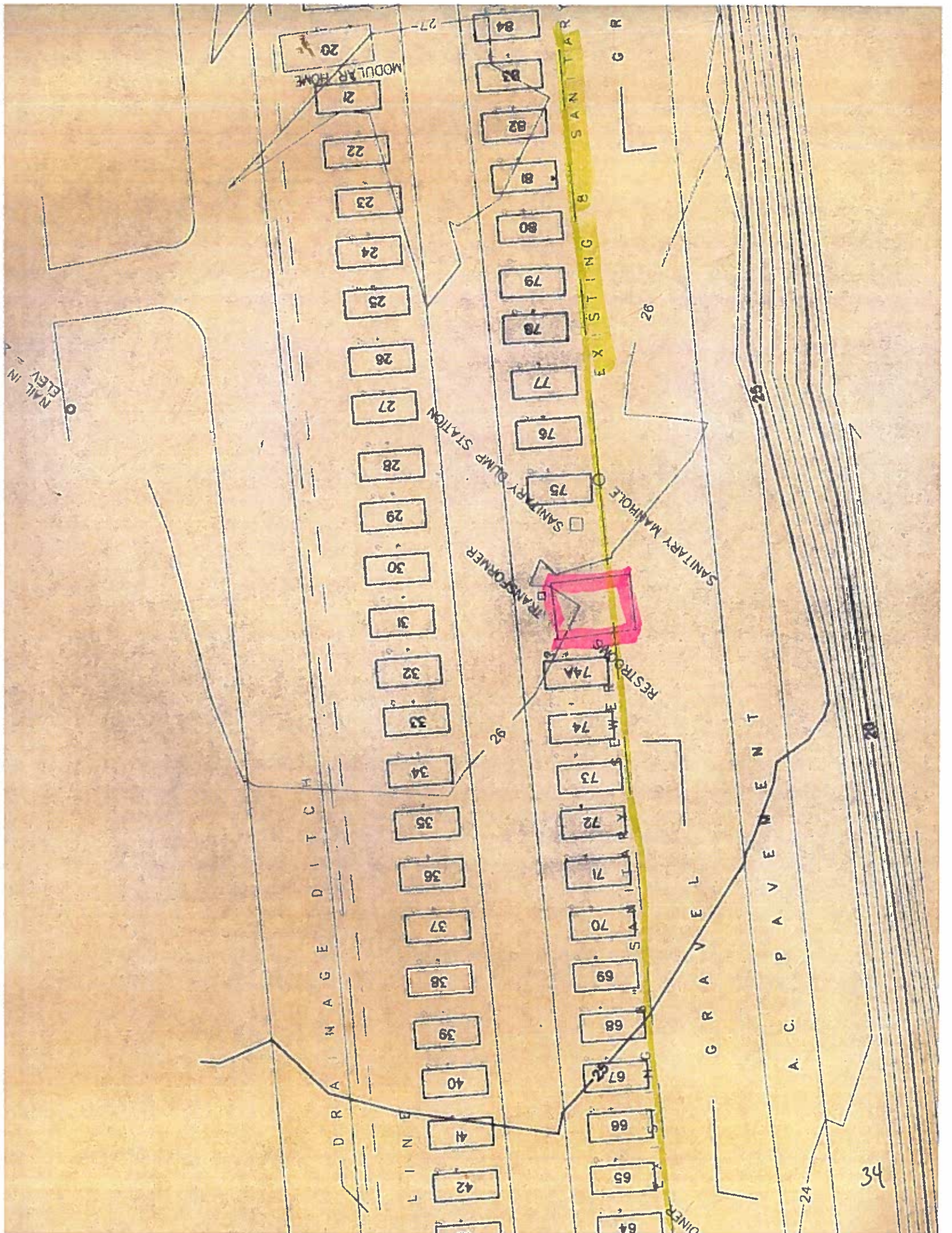
Funding Possibilities for 2020	Grants	Loan	Port Funds	Special Public Works Fund
Oregon Parks and Recreation Grant	\$ 750,000.00			
OEM Pre-Mitigation Disaster Grant (NHMP) Seawall Protection & Stormwater Drainage/Asphalt	\$ 1,000,000.00			
Port General Fund			\$ 200,000.00	
Curry County Road Department Loan		\$ 1,000,000.00		
Business Oregon - IFA				\$ 500,000.00



Existing / Demolished Buildings			
	Width	Length	Square Footage
Main Restroom	25	35	875
Laundromat (Demolished)	24	50	1200
Café (Demolished)	20	32	640
Secondary Restroom	8	20	160
RV Office	10	13	130
TV Shed	8	12	96
Total SF			3101

# RV Park Existing Issues





NAIL IN  
ELEV =

MODULAR HOME

SANITARY PUMP STATION

EXISTING SANITARY

SANITARY MANHOLE

TRANSFORMER

RESTROOMS

DRAINAGE DITCH

GRAVEL

A.C. PAVEMENT

32

**RECREATIONAL PARK INSPECTION REPORT**  
Curry County, 94235 Moore Street Suite 121, Gold Beach OR 97444  
(541) 247-3387

**Establishment Name:**  
Beachfront RV Park  
16035 Boat Basin Rd  
Harbor, OR 97415

**Inspection Type:** Semi-Annual  
**Inspection Result:** Needs Reinspection  
**Inspector:** Kent Downs Munoz

**Owners Name:**  
Port Of Brookings Harbor  
Port Of Brookings Harbor  
PO BOX 848  
Harbor, OR 97415

**Establishment Number:** NFRY-AF6PRQ  
**Establishment Type:** Recreational Park  
**Seats/Rooms/Units:** 126  
**Inspection Date:** 09/04/2018

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AN EVALUATION OF SANITATION ON YOUR PREMISES HAS THIS DAY BEEN MADE AND YOU ARE HEREBY NOTIFIED OF THE VIOLATIONS FOUND. VIOLATIONS NOTED ON THIS REPORT MUST BE CORRECTED WITHIN THE TIME LIMIT SPECIFIED.

---

**Observed Violations**

**Total # 2**

**Repeated # 0**

**333-031-0014,1 - Maintenance - Building, General - Interior**

Observation: Violation of OAR 333-031-0014 Interior floors, walls, and ceilings of buildings containing living, sleeping, and eating areas, bath, toilet, and laundry areas and kitchen areas are not constructed of easily cleanable materials or kept in good repair. SPECIFICALLY, MAIN BATHROOM IS NOT KEPT IN GOOD REPAIR: WOODEN STALL DOORS ARE DETERIORATED; OBSERVED PAINT PEELING OFF FROM SEVERAL SECTIONS OF THE WALL IN BOTH THE MEN AND WOMEN'S BATHROOM; LEAKING HANDWASHING FAUCET IN BOTH BATHROOMS AND THE BENCH IN THE MEN'S BATHROOM IN NEED OF MAINTENANCE.

Corrective Action(s): Please repair all interior floors, walls, and ceilings to be easily cleanable and maintained in good condition.

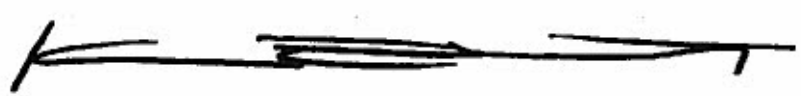
**333-031-0020(1) - Supervision - Maintenance**

Observation: Violation of OAR 333-031-0020 (1) The management has not maintained the bathroom area in good repair, appearance or clean condition. OBSERVED NOTICEABLE ACCUMULATION OF DIRT/SAND ON THE BATHROOM FLOOR; OBSERVED DIRT AND MOLD LIKE GROWTH ON BATHROOM WALLS AND AROUND HANDWASHING SINKS.

Corrective Action(s): Please maintain the bathrooms, grounds, spaces, and furnishings in your facility in good repair, appearance, and clean condition. Take the necessary steps to address the issues listed above. Completion of all corrective actions will be verified during your next semi-annual inspection.

**Comments:**

Complaint on 04-Sep-2018 : 





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**Person in Charge: Jennifer Buchnoff**

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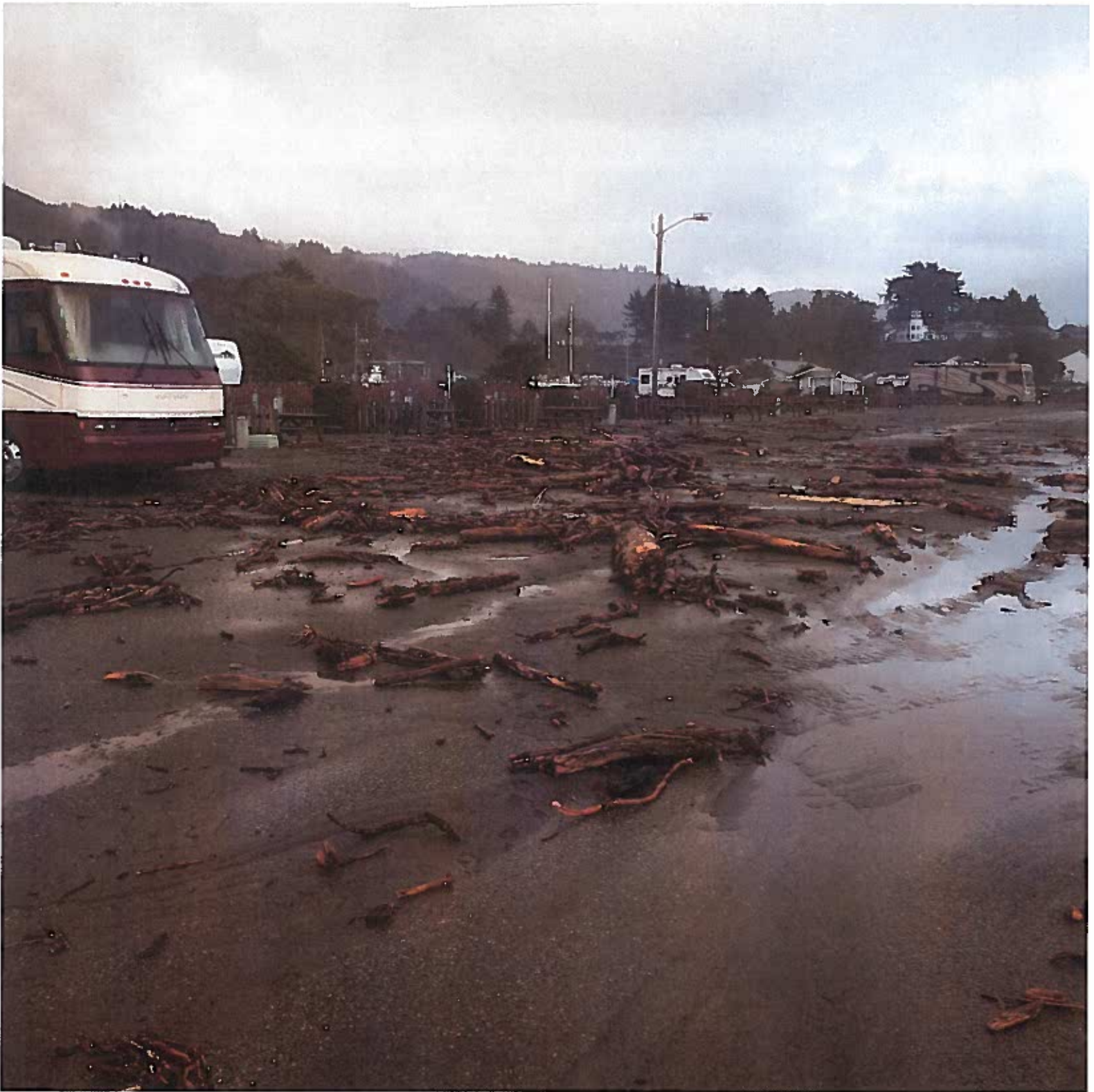
**Inspected By: Kent Downs Munoz, REHS**



Beachfront RV Park  
Sanitation Inspection 09.04.18

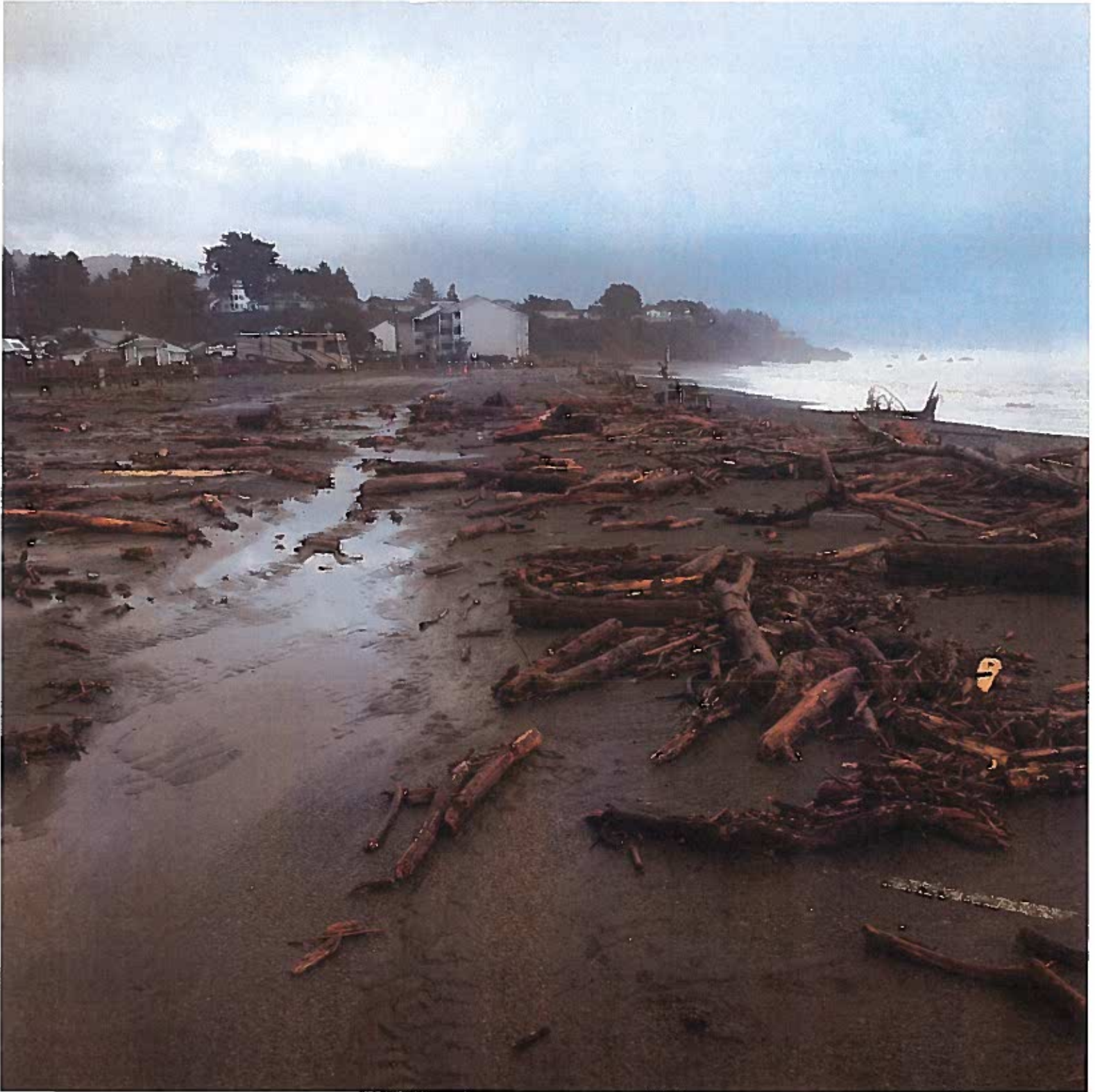


1-21-2017





1-21-2017



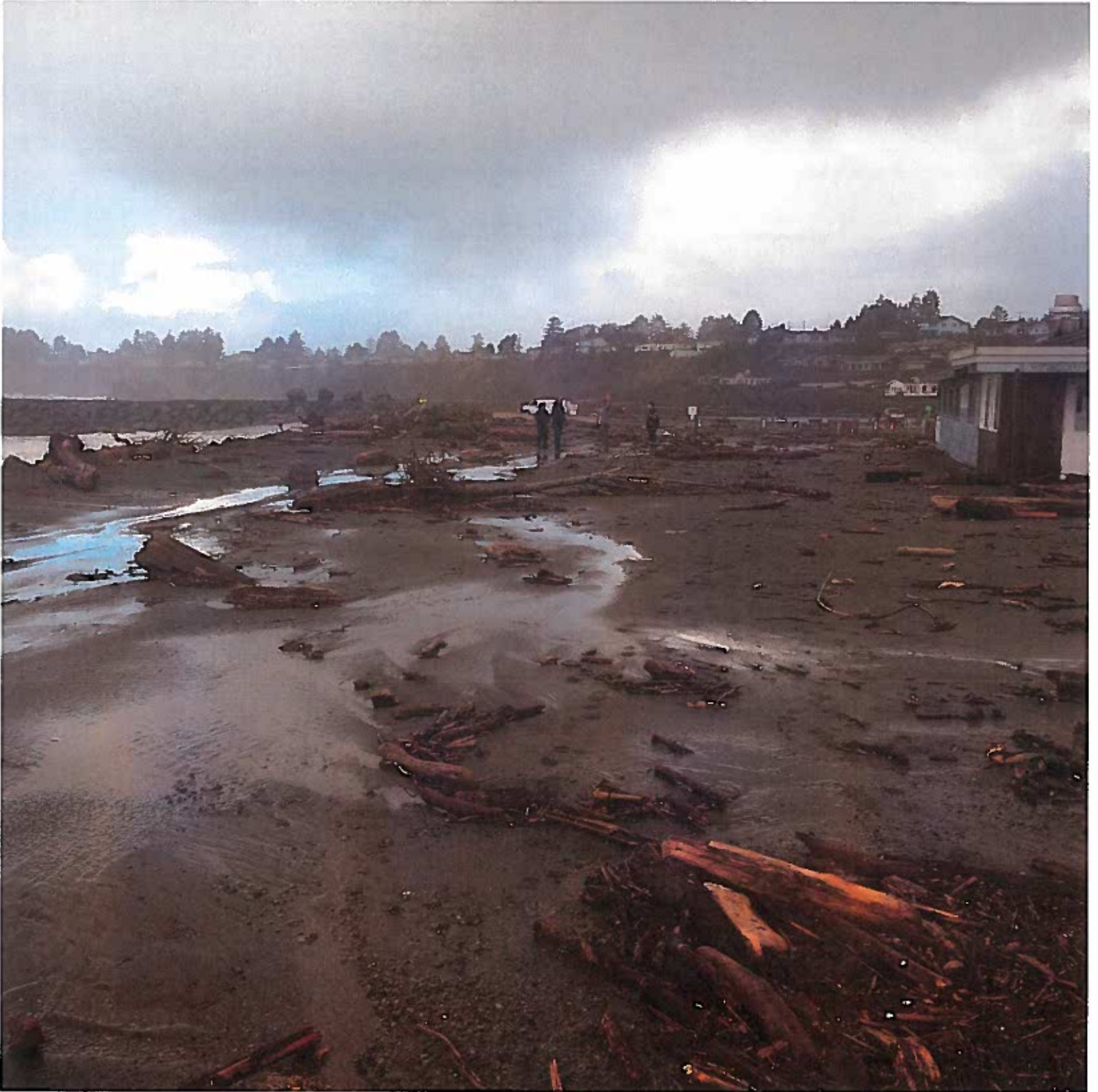
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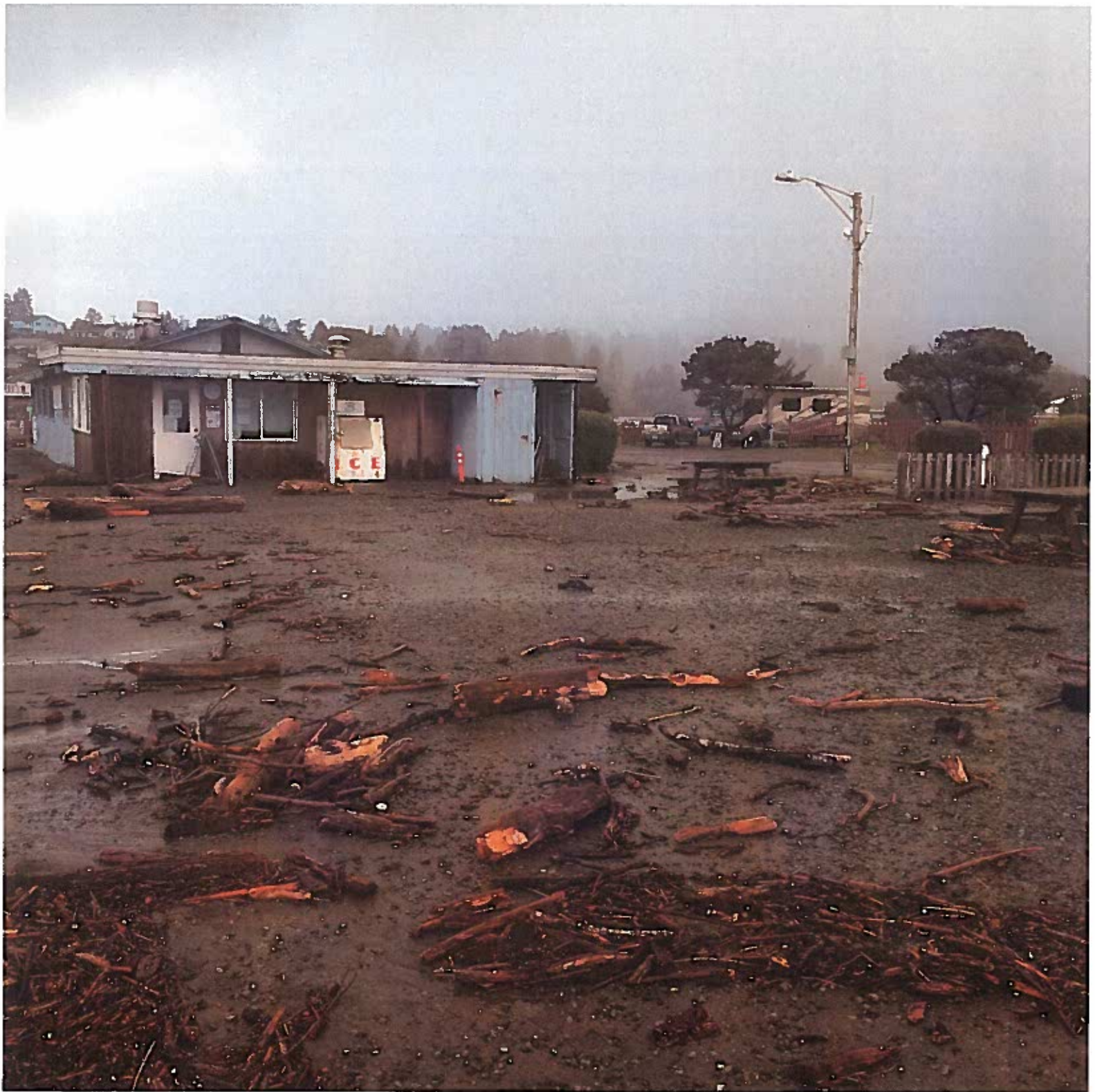
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1-21-2017



1-21-2017



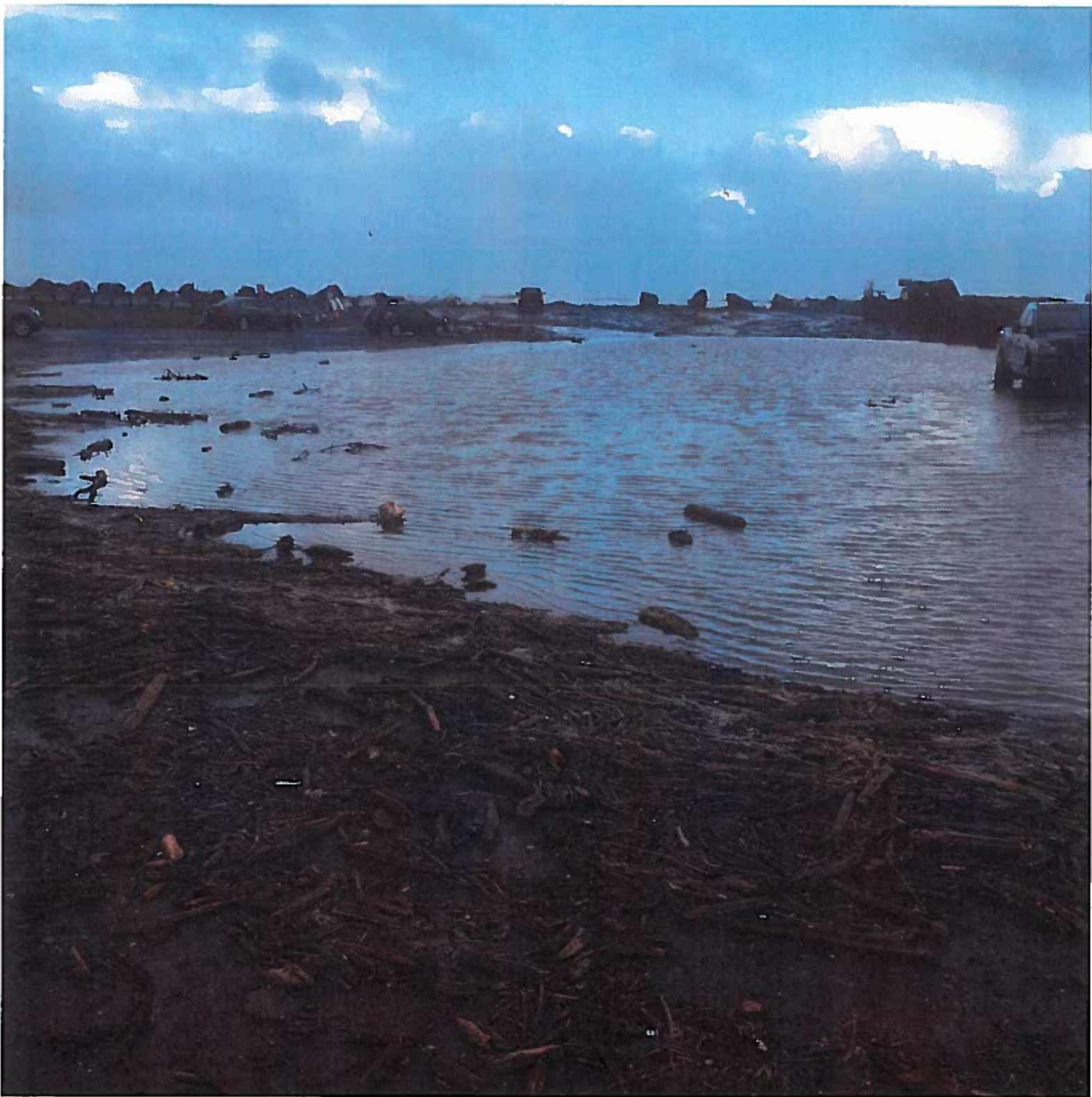
1-21-2017



1-21-2017



1-21-2017





12-17-2018



12-17-2018



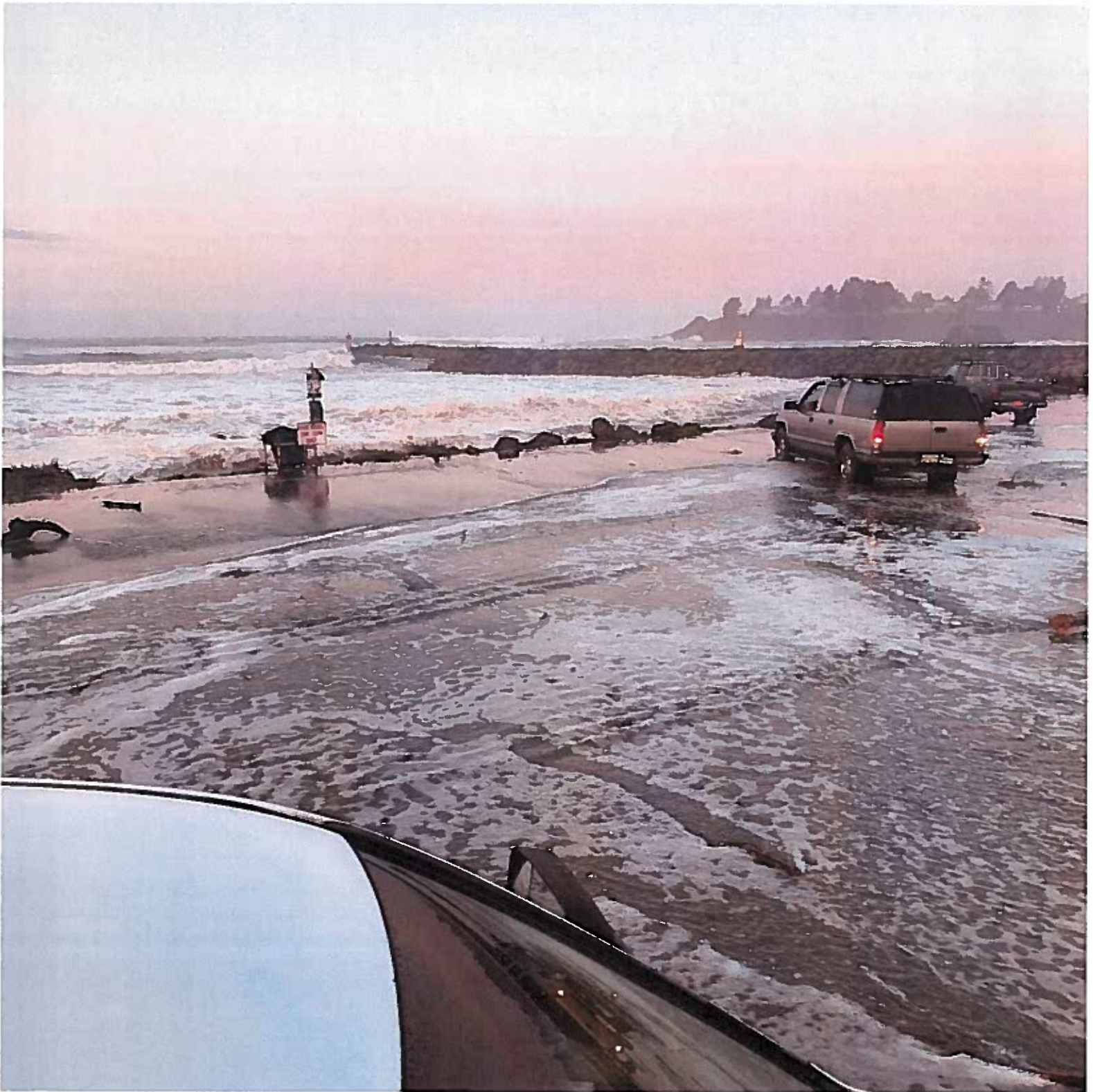
12-17-2018



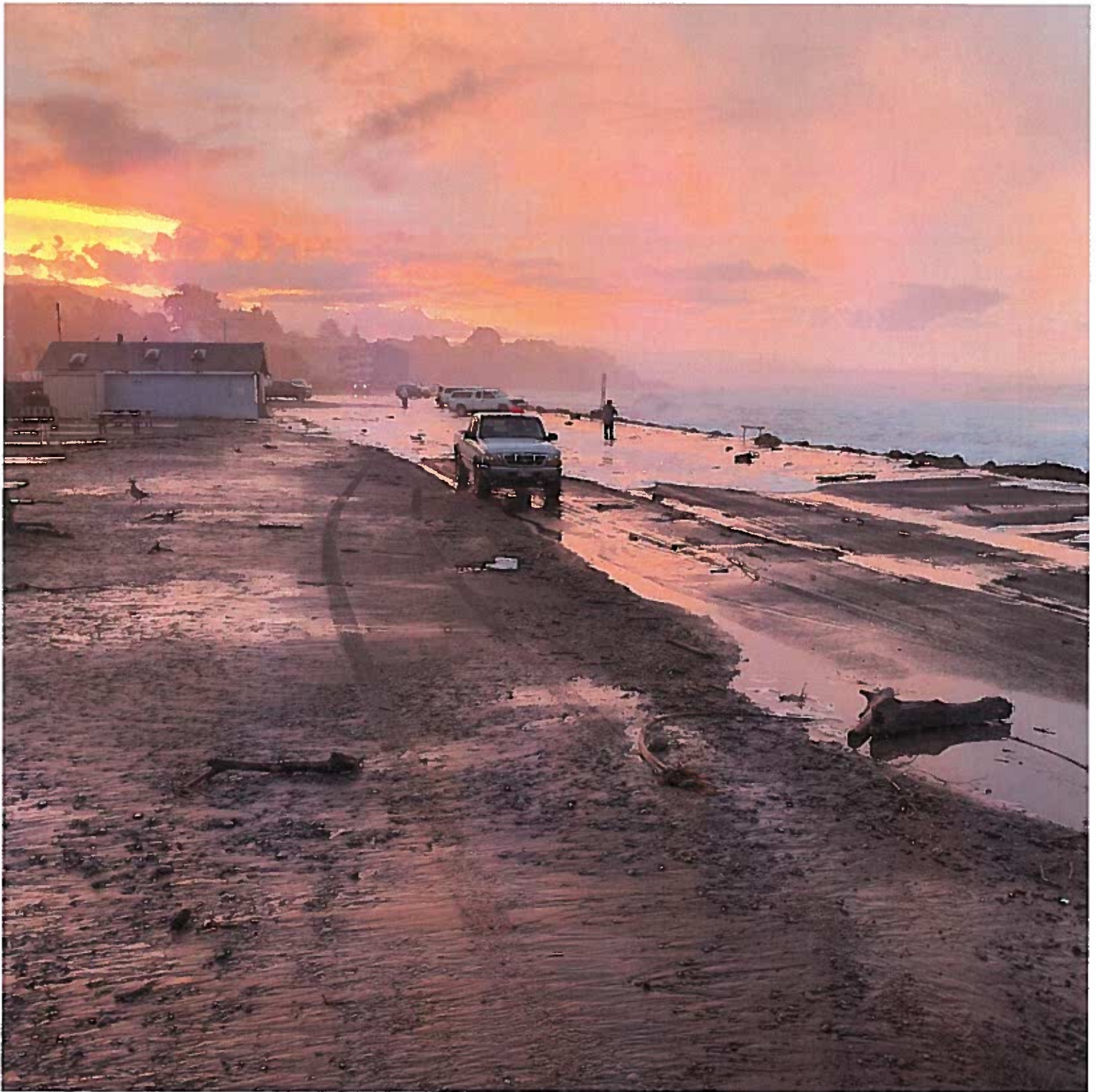
12-17-2018



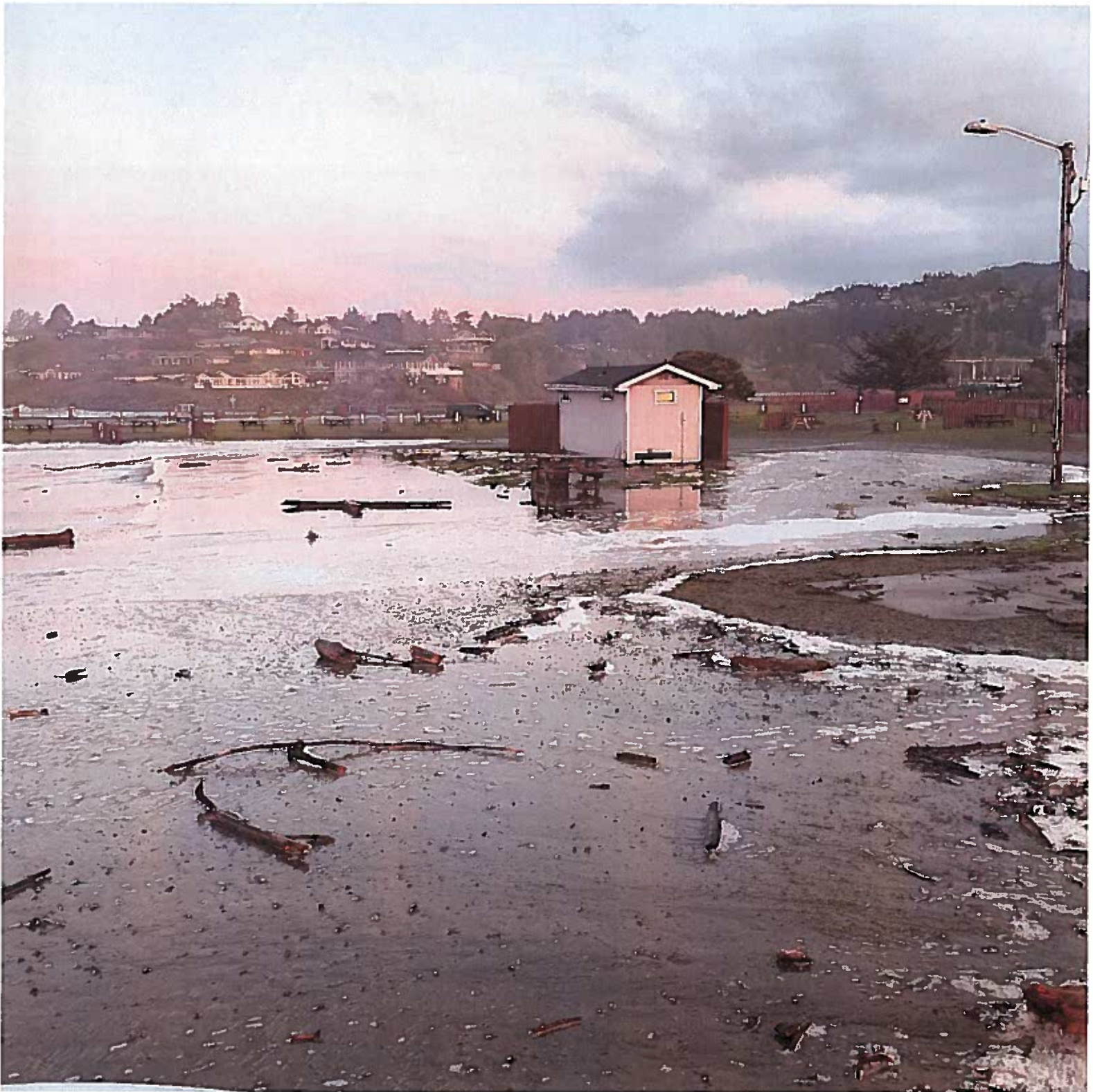
12-17-2018



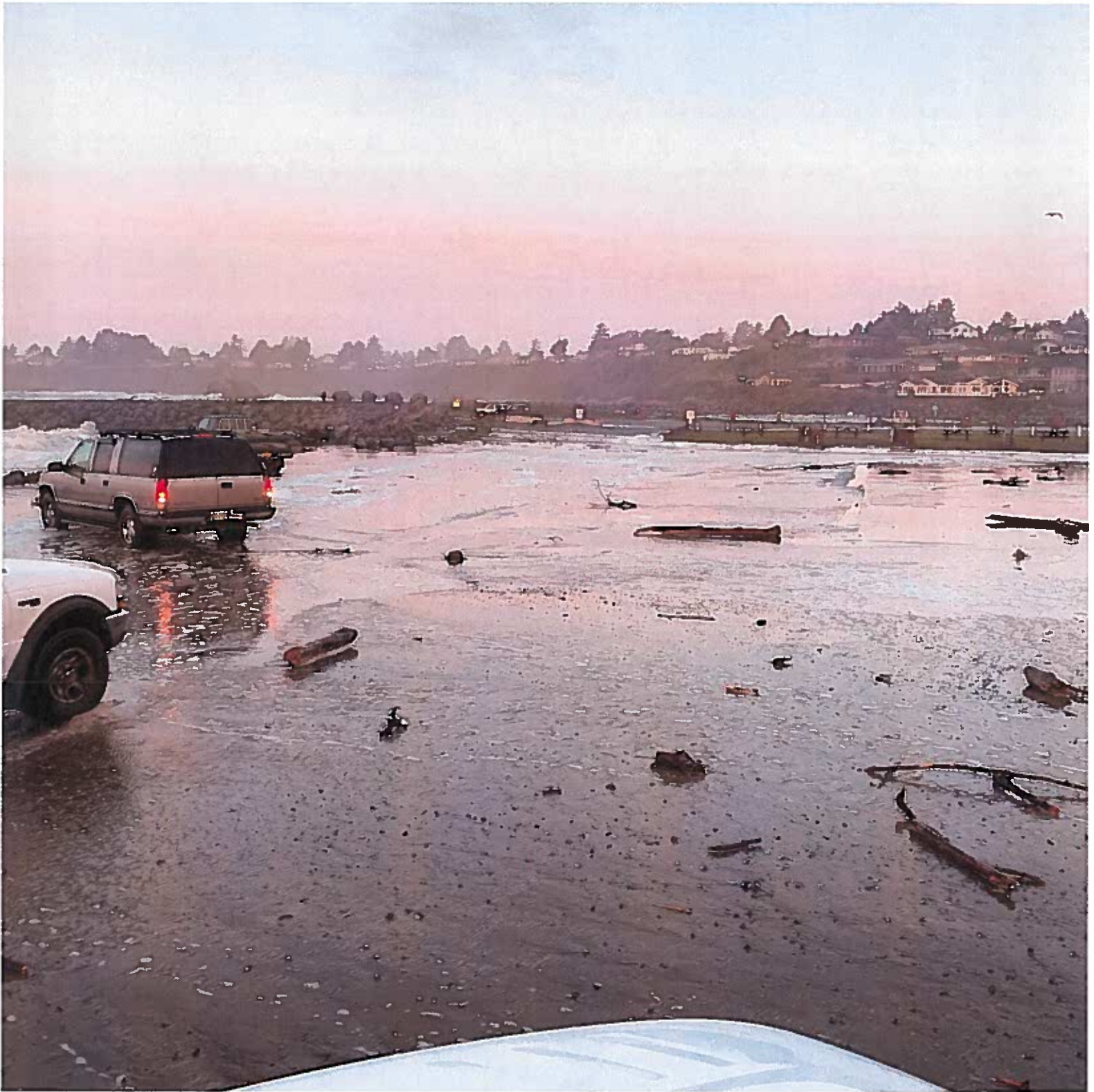
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12-17-2018

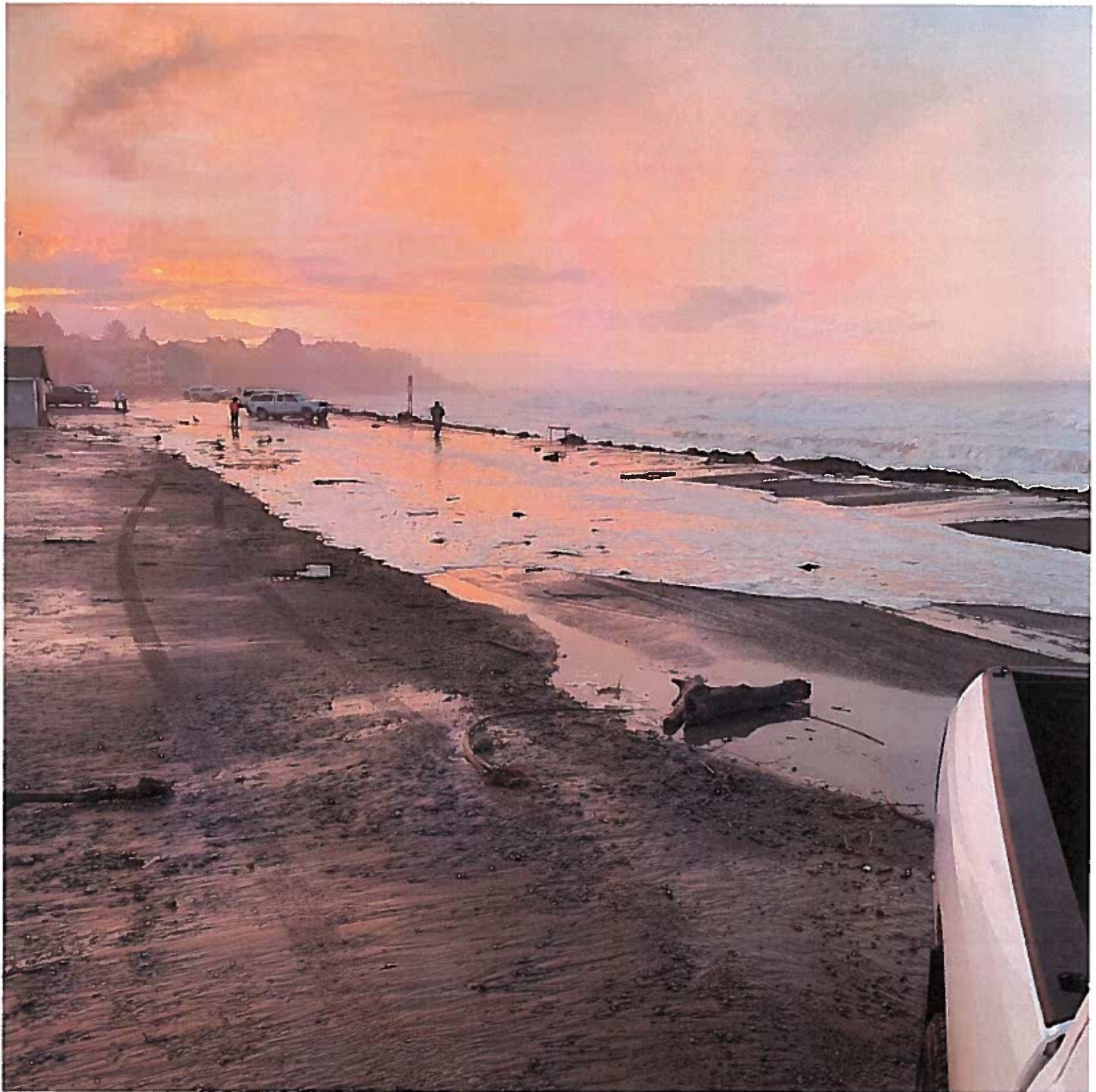


12-17-2018





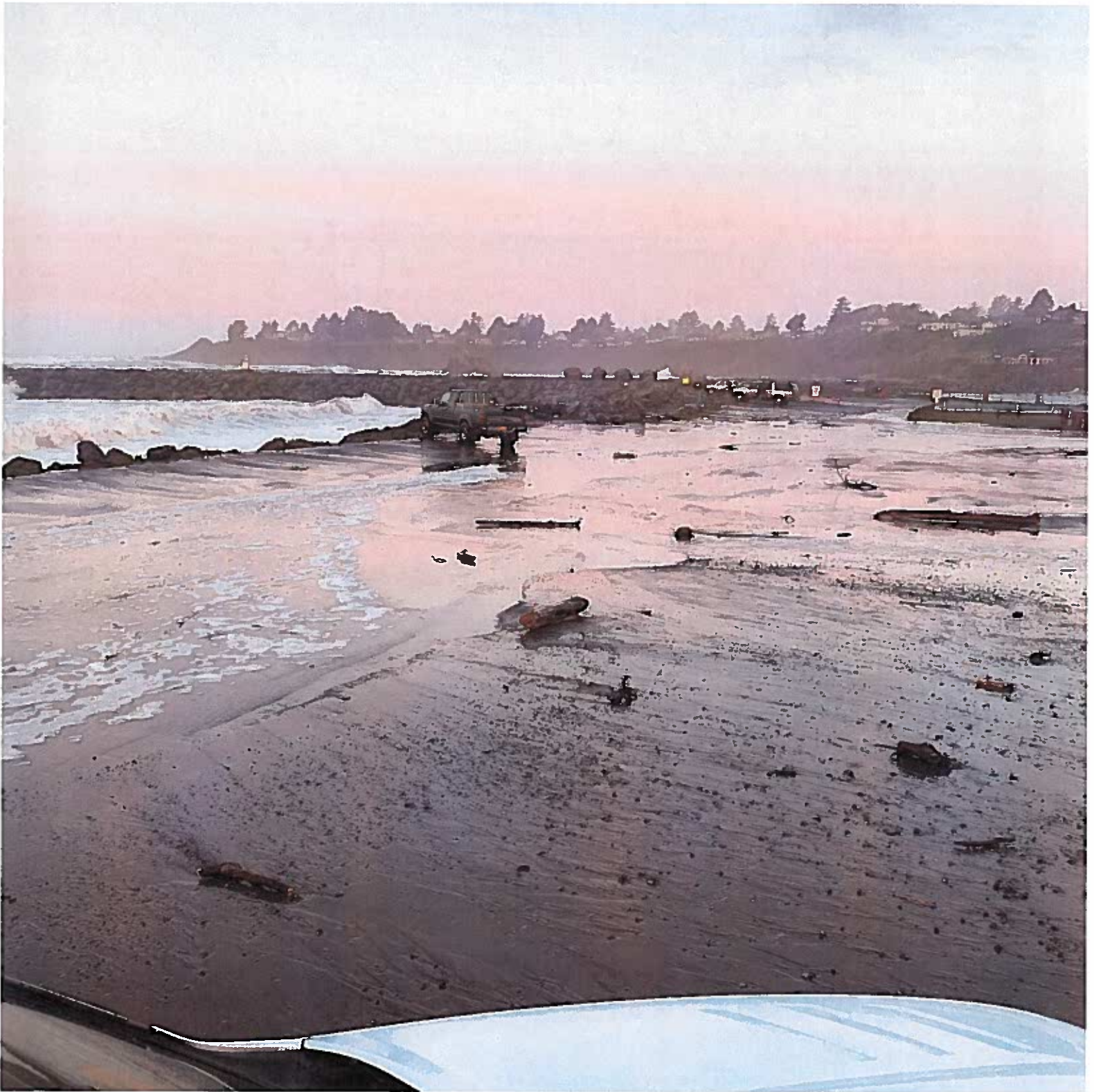
12-17-2018



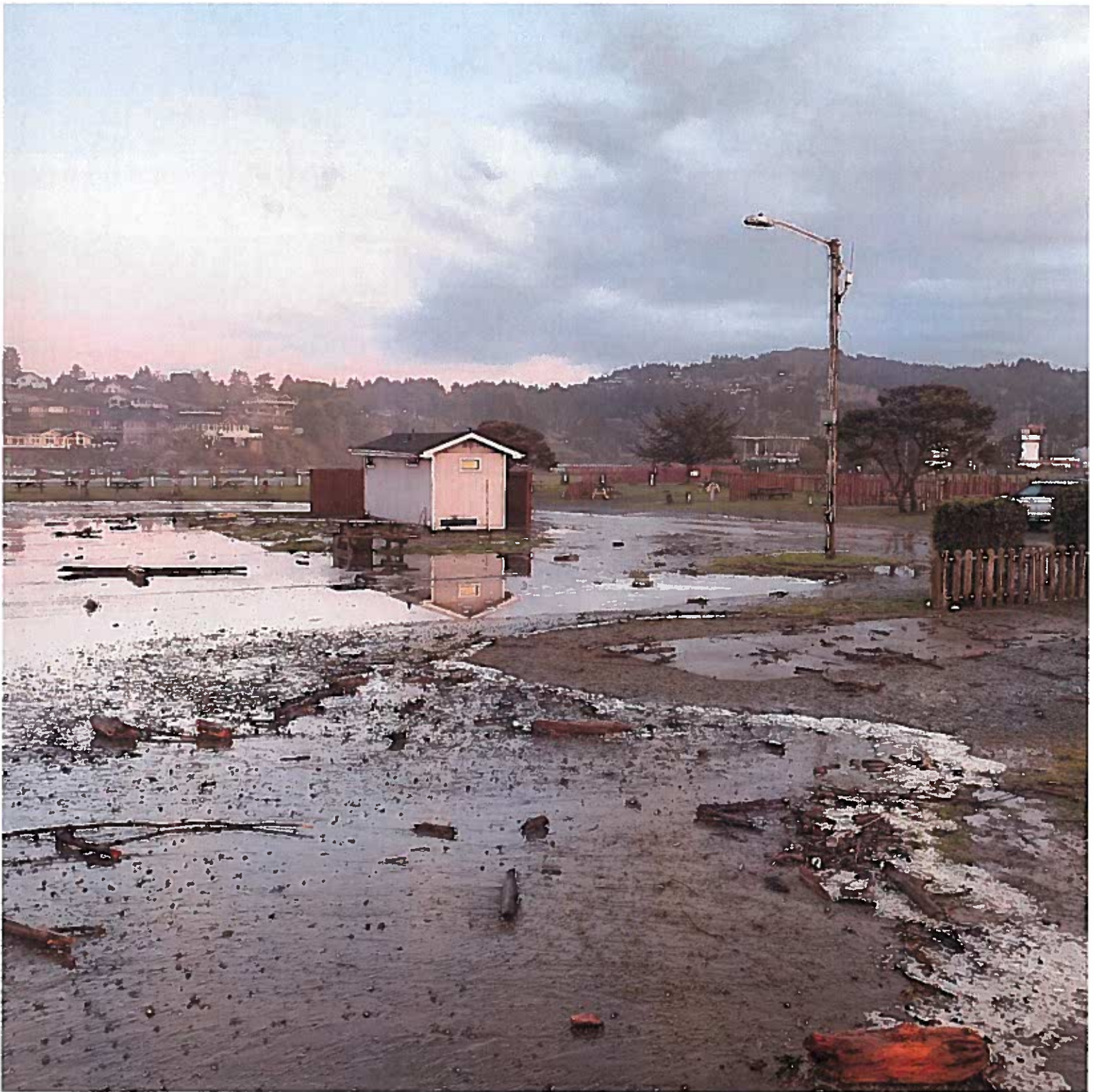
12-17-2018



12-17-2018



12-17-2018



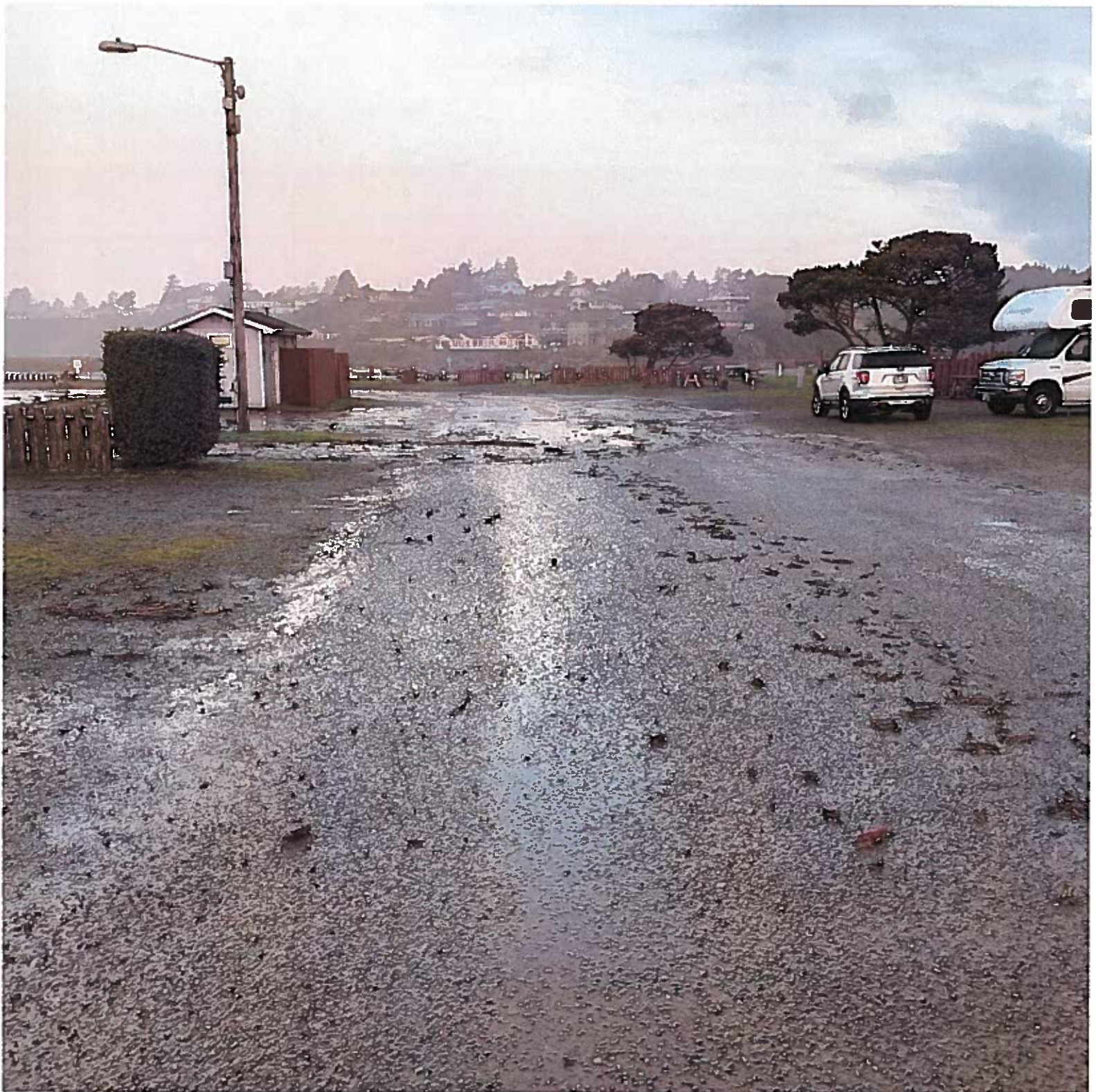
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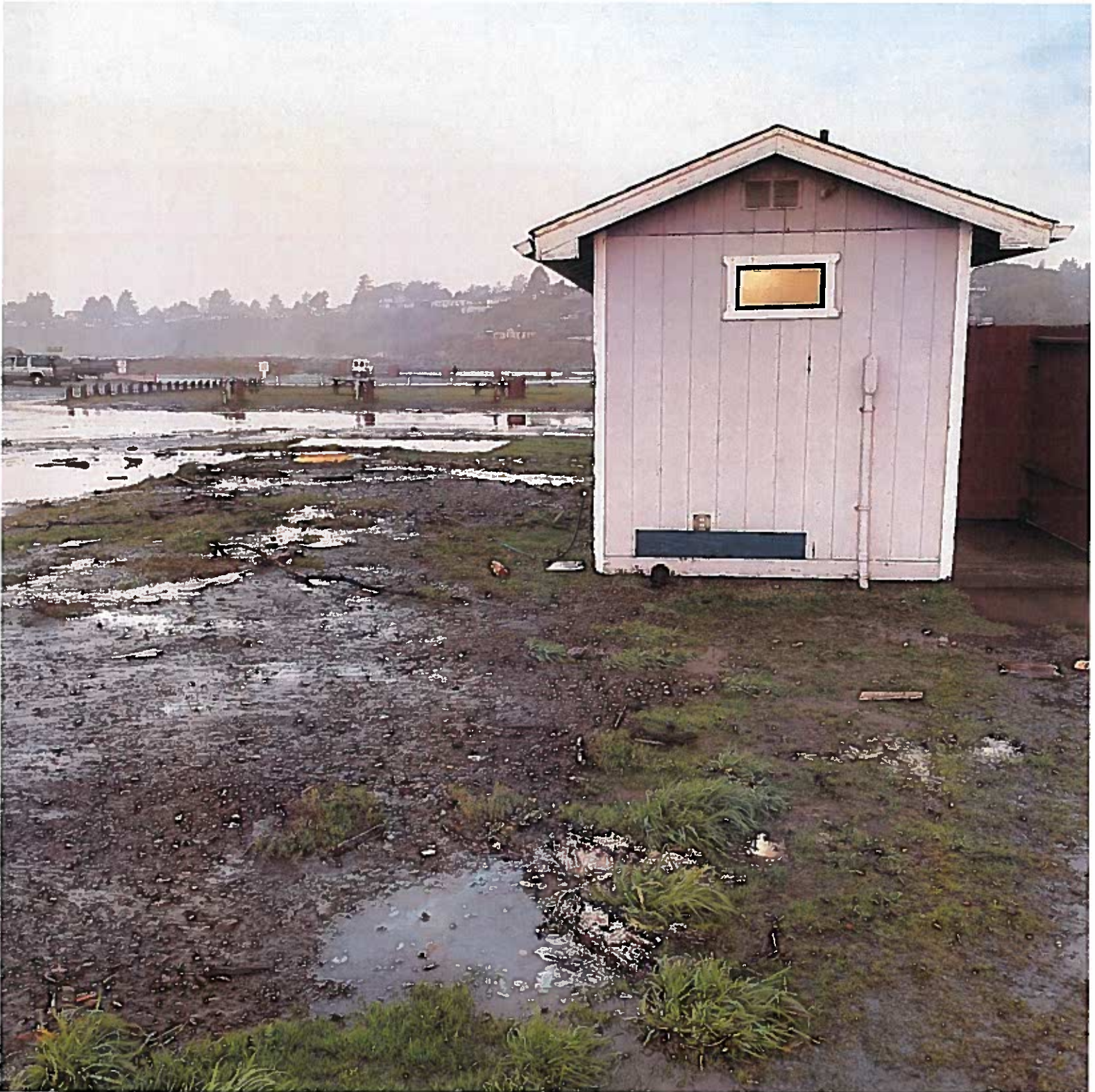


12-17-2018





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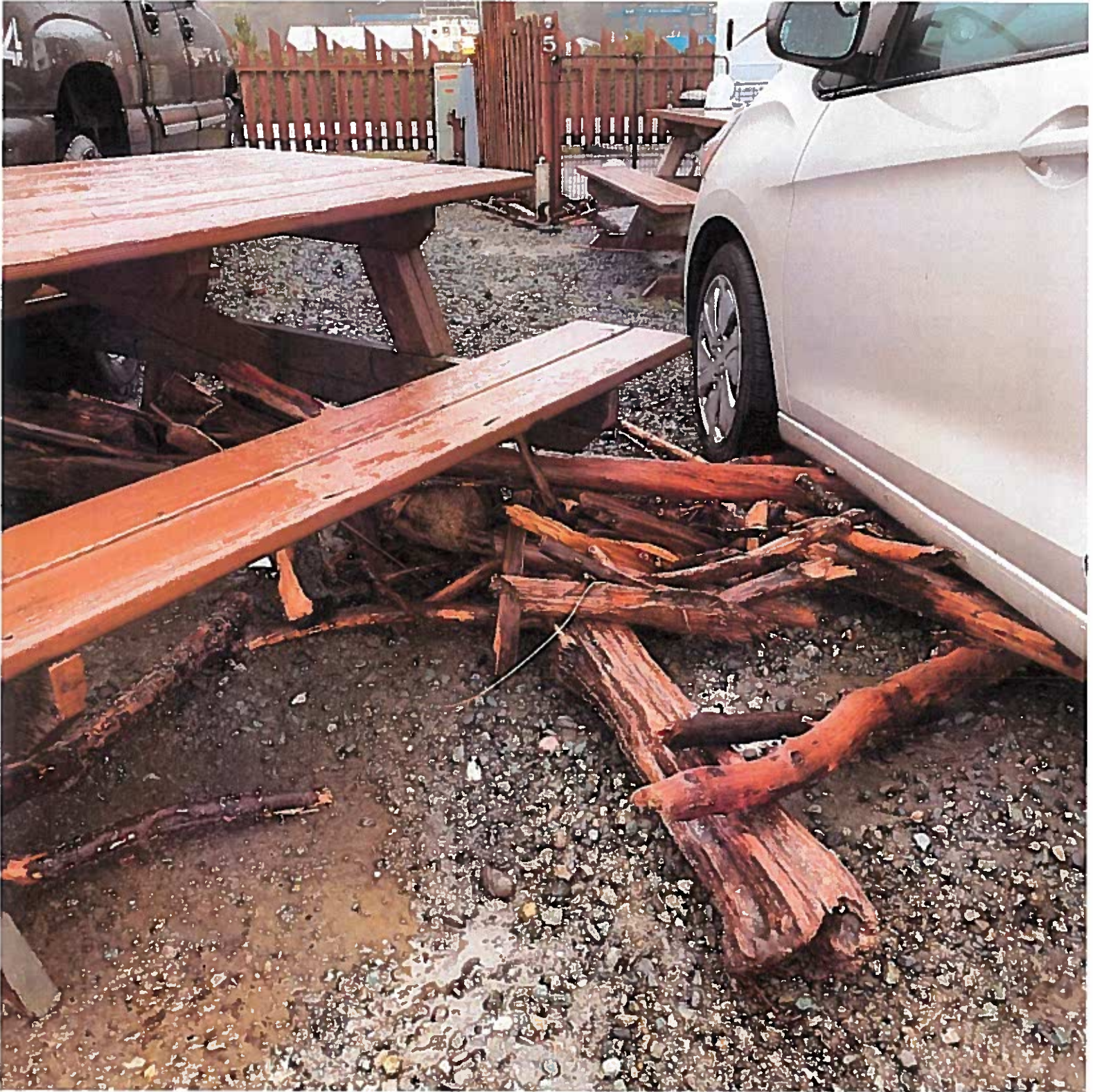
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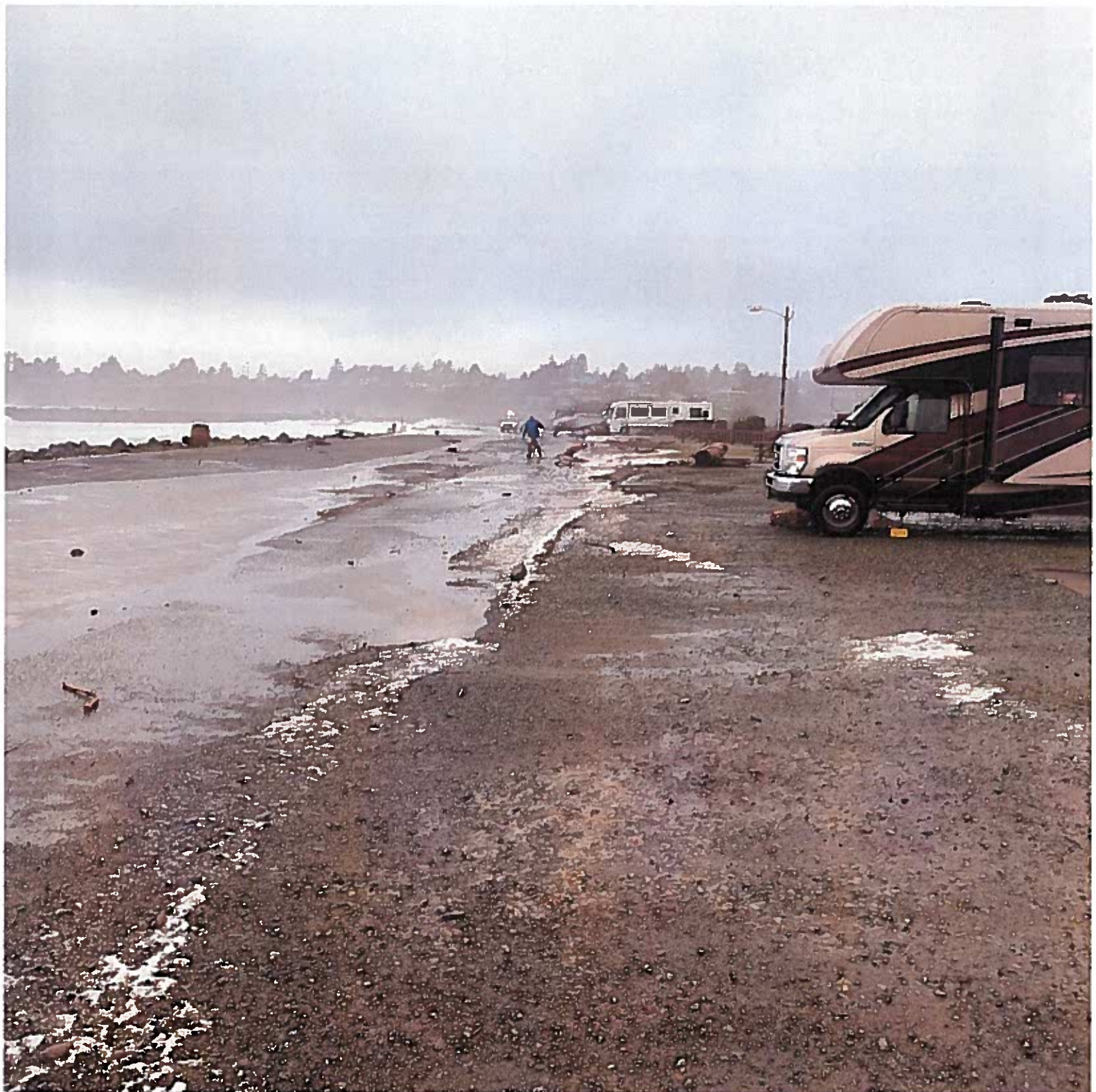
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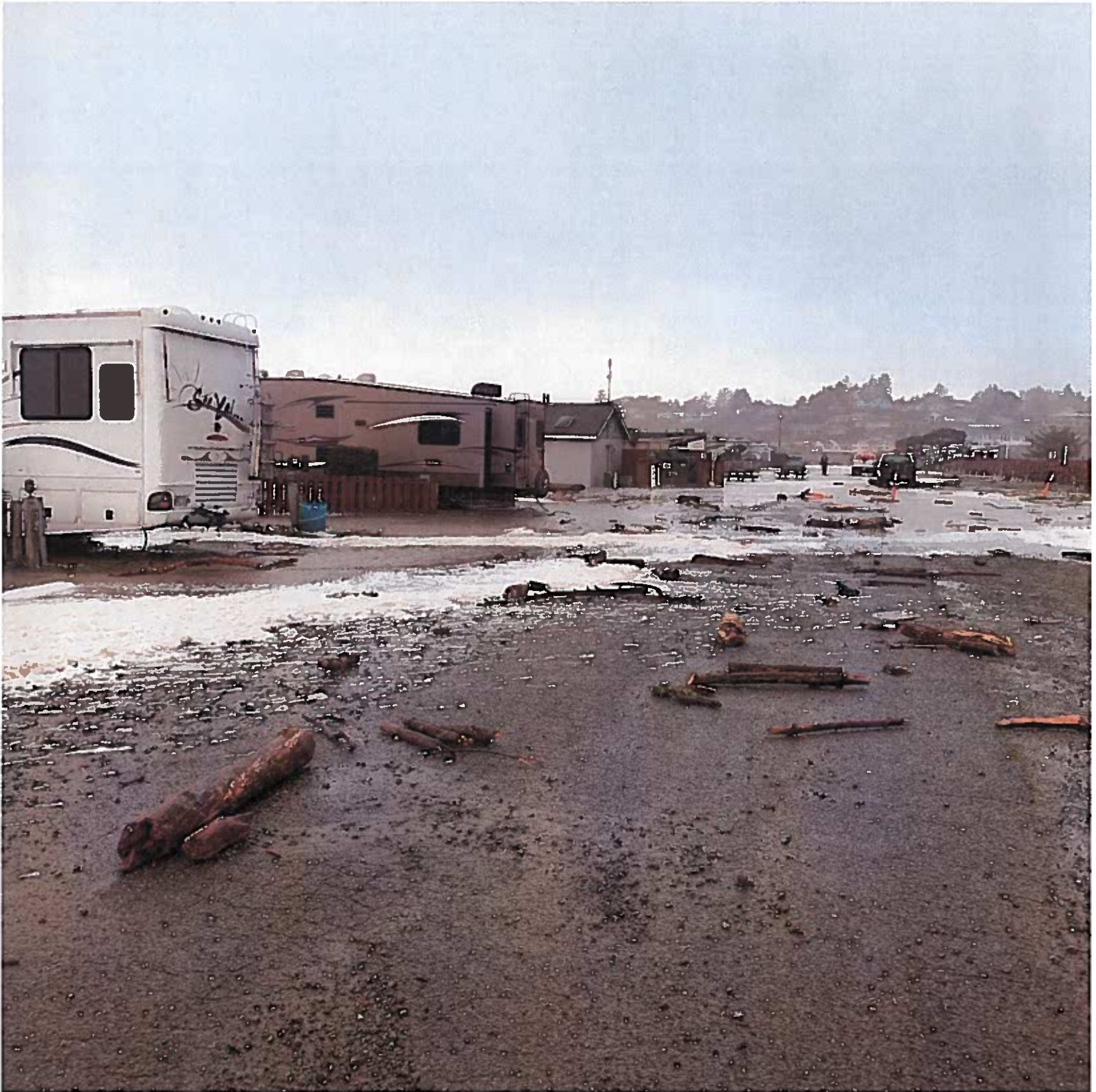
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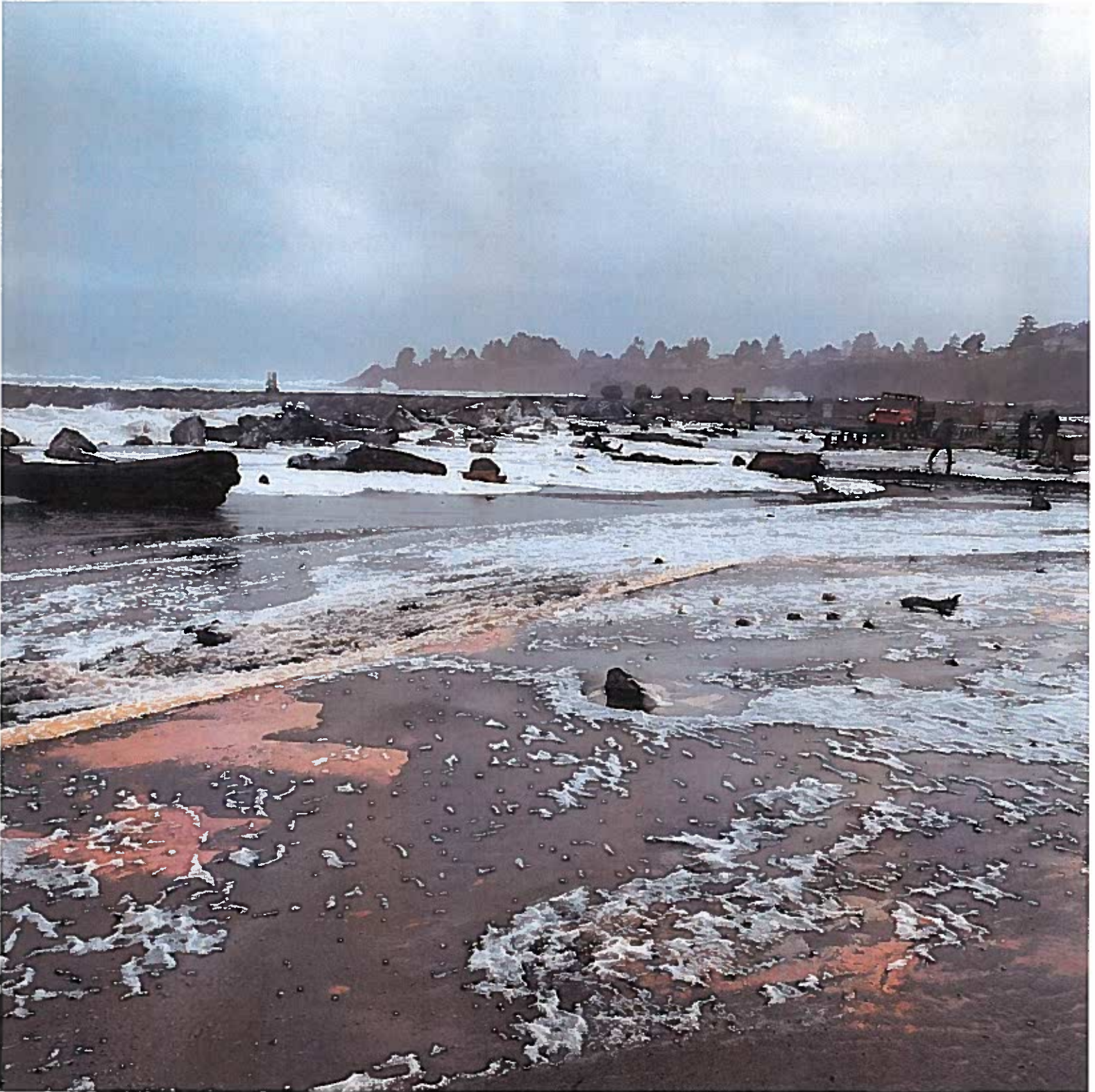
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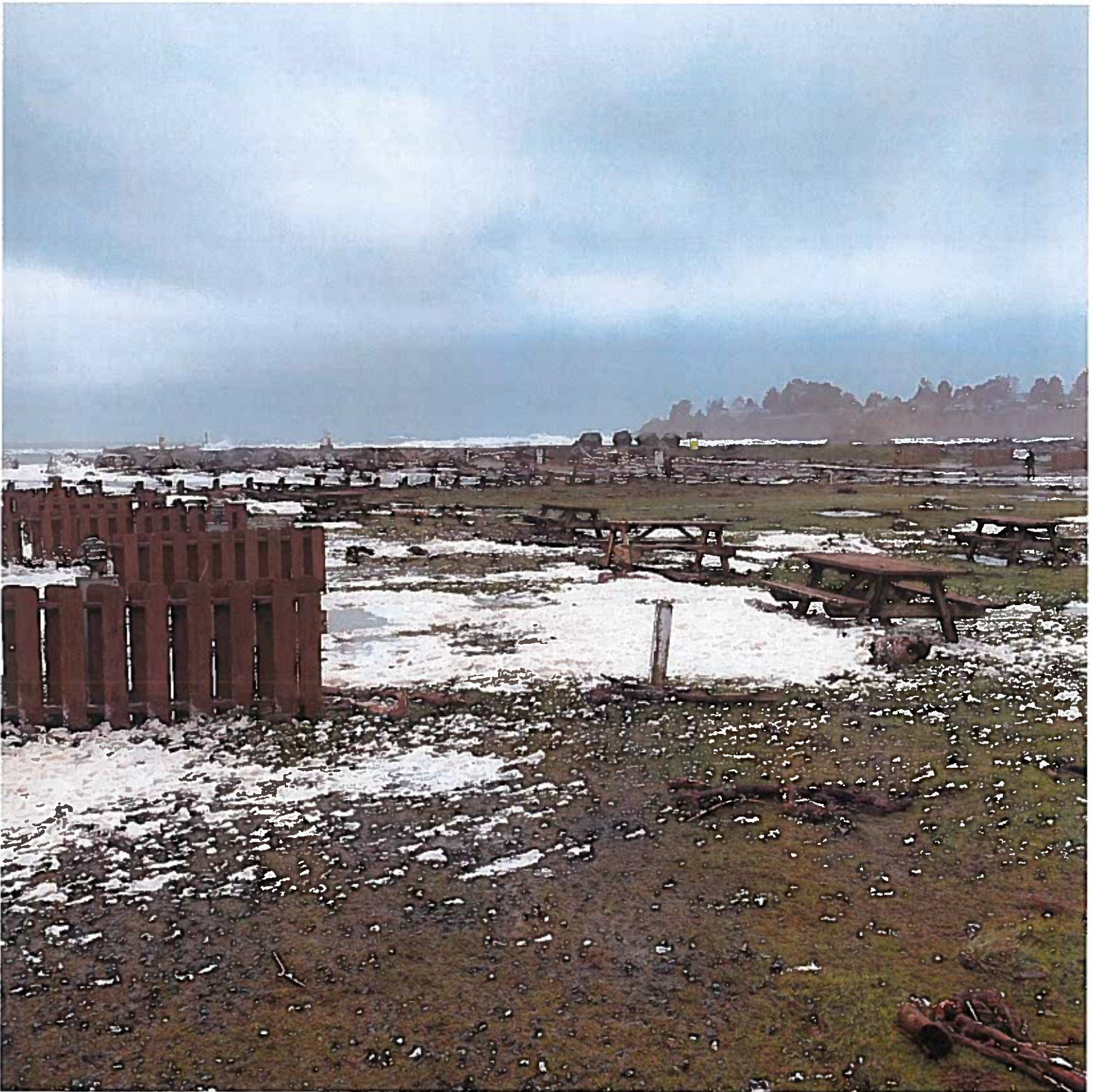
1-17-2019



1-17-2019



1-17-2019



(10) Water Systems in Flood Zones. Potable water systems located in, or partially in flood zones, must be provided with valves to isolate that portion of the system in the flood zone from the rest of the system, and fittings must be installed to permit flushing and treatment of the flood zone portion of the water system.

[Publications: Publications referenced are available from the agency.]

**Statutory/Other Authority:** ORS 455.020, 455.110 & 455.680

**Statutes/Other Implemented:** ORS 455.680

**History:**

BCD 26-2011, f. 9-30-11, cert. ef. 10-1-11

BCA 10-1987, f. & ef. 9-18-87, Renumbered from 814-029-0090

**918-650-0050**

**Toilets**

(1) Toilet facilities must be provided in every recreation park or organizational camp. They must be convenient and accessible and must be located within 500 feet of any recreational vehicle space or camping site not provided with an individual toilet facility or sewer connection. *parking?*

EXCEPTION: The requirement for toilets in picnic parks, campgrounds and organizational camps may be waived by the regulating authority for areas not accessible by road.

(2)(a) Sanitary facilities must be as required in Table 3-RV;

(b) Toilet Bowls. Toilet bowls for public use must be elongated bowls with open-front seats. Any room with flush toilets must be provided with a floor drain as required in the **Oregon Plumbing Specialty Code**;

(c) Signs. Toilets must either be marked for the designated sex or be provided with a privacy lock. If not apparent, the location of toilets must be indicated by appropriate direction signs;

(d) Flush Toilets and Showers. Flush toilets and showers and the buildings containing them must be constructed in accordance with the State Building Code;

(e) Unisex Toilets. Toilet facilities designed to serve an occupant load of 15 persons or less may serve both sexes. Such toilet facilities must be equipped with a urinal.

(3) Nonwater-Carried Toilets. Nonwater-carried toilets, including, but not limited to, chemical or vault toilets or pit privies, must be constructed and located in accordance with the requirements of the Department of Environmental Quality.

[Publications: Publications referenced are available from the agency.]

[NOTE: Table referenced is not included in rule text.]

**Table 3-RV****Sanitary Facilities****(918-650-0050 – effective 4/1/88)****Recreation Parks**

<b>Number of Picnic, Camping or Parking Spaces</b>	<b>Number of Toilets</b>	<b>Lavatories for Parks with Flush Toilets<sup>1,2</sup></b>
	<b>Men<sup>1,2</sup> – Women</b>	<b>Men – Women</b>
1 – 15	1 – 1	1 – 1
16 – 30	1 – 2	1 – 2
31 – 60	2 – 3	2 – 3
61 – 100 <sup>3</sup>	3 – 4	3 – 4

<sup>1</sup> One additional lavatory must be provided for each two toilets when more than six toilets are required.

<sup>2</sup> Urinals may be acceptable for not more than 1/3 of the toilets required in the men's facilities.

<sup>3</sup> Campgrounds in recreation parks and picnic parks with more than 100 spaces must provide one additional toilet per sex for each additional 30 spaces or fraction thereof.

**Organizational Camps**

<b>Design Maximum Number of Campers for Each Sex</b>	<b>Overnight for Every 10</b>	<b>Overnight for Every 20</b>	<b>Day Use Only for Every 20<sup>2</sup></b>
	<b>Number of Toilets</b>		
Men <sup>1</sup>	1		1
Women	1		1
	<b>Lavatories for Camps with Flush Toilets</b>		
Men	1		1
Women	1		1
	<b>Bathing Facilities Tub or Shower<sup>3</sup></b>		
Men		1	
Women		1	

<sup>1</sup> Urinals may be acceptable for not more than 1/3 of the toilets required in the men's facilities.

<sup>2</sup> When the day use persons exceed 100, one toilet and one lavatory must be provided for each additional 50 persons or fraction thereof.

<sup>3</sup> Bathing facilities are not required for camps where persons are present for three nights or less.

Number of picnic spaces, camping spaces or car parking spaces	Number of Toilets
1 - 15	2
16 - 30	3
31 - 60	5
61 - 100	7





## DURABLE PREFAB RESTROOM BUILDINGS

### Choose Easi-Set restroom buildings for your next project.

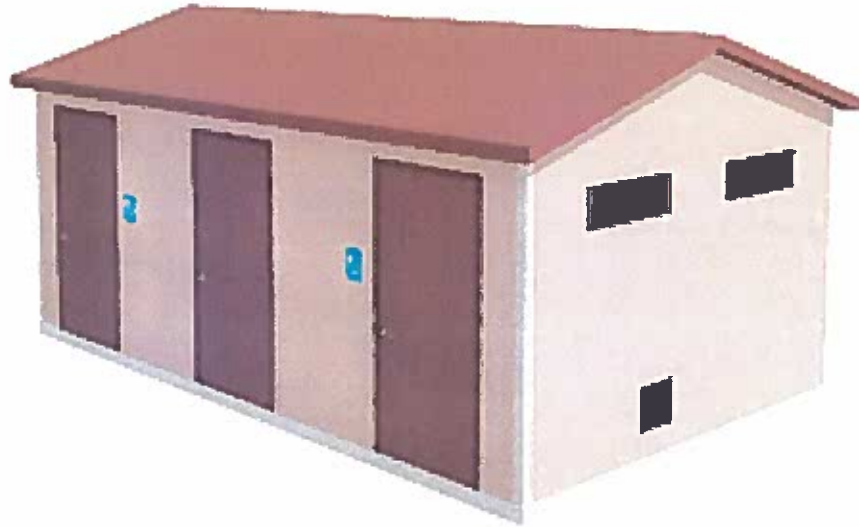
Easi-Set Buildings produces a wide variety of precast concrete restroom buildings. Our fully **ADA compliant** restrooms are a permanent and economical solution for parks & recreation facilities, schools, transportation facilities, military bases and secured installations.

We produce single, double, multiple-user and hybrid restroom buildings. Our single and double user restrooms are delivered to the site pre-assembled, pre-plumbed, and pre-wired. Read the article "[Does a prefabricated concrete restroom make sense for your facility?](#)".

Our larger restrooms are pre-manufactured and then site assembled. If you don't see exactly what you are looking for we can customize one of our options to meet your exact needs, including aesthetic options that blend with your pre-existing buildings in the area.

With all of our restroom options you are saving significantly over traditional stick built construction. An incomparable upgrade to porta potties at half the cost of alternative options. Check out our [image gallery](#) for examples of some of the work we've done.

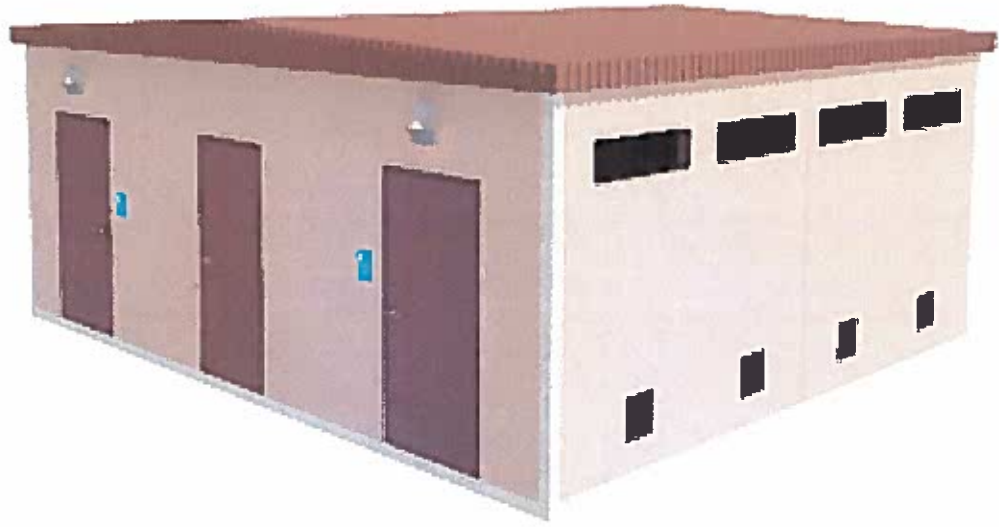
## Multiple Stalled Restroom Building Models



### **SKYLINE SERIES**

Skyline Series 1222

DETAILS



**SKYLINE SERIES**

Skyline Series 2420

DETAILS



**SKYLINE SERIES**

Skyline Series 2430

DETAILS

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## Restroom & Concessions Building Models



### APPALACHIAN SERIES

Appalachian 2430

DETAILS

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### Custom Restroom Buildings

Didn't see what you were looking for in our standard restroom models?

Contact the [nearest producer](#) to discuss your unique needs.

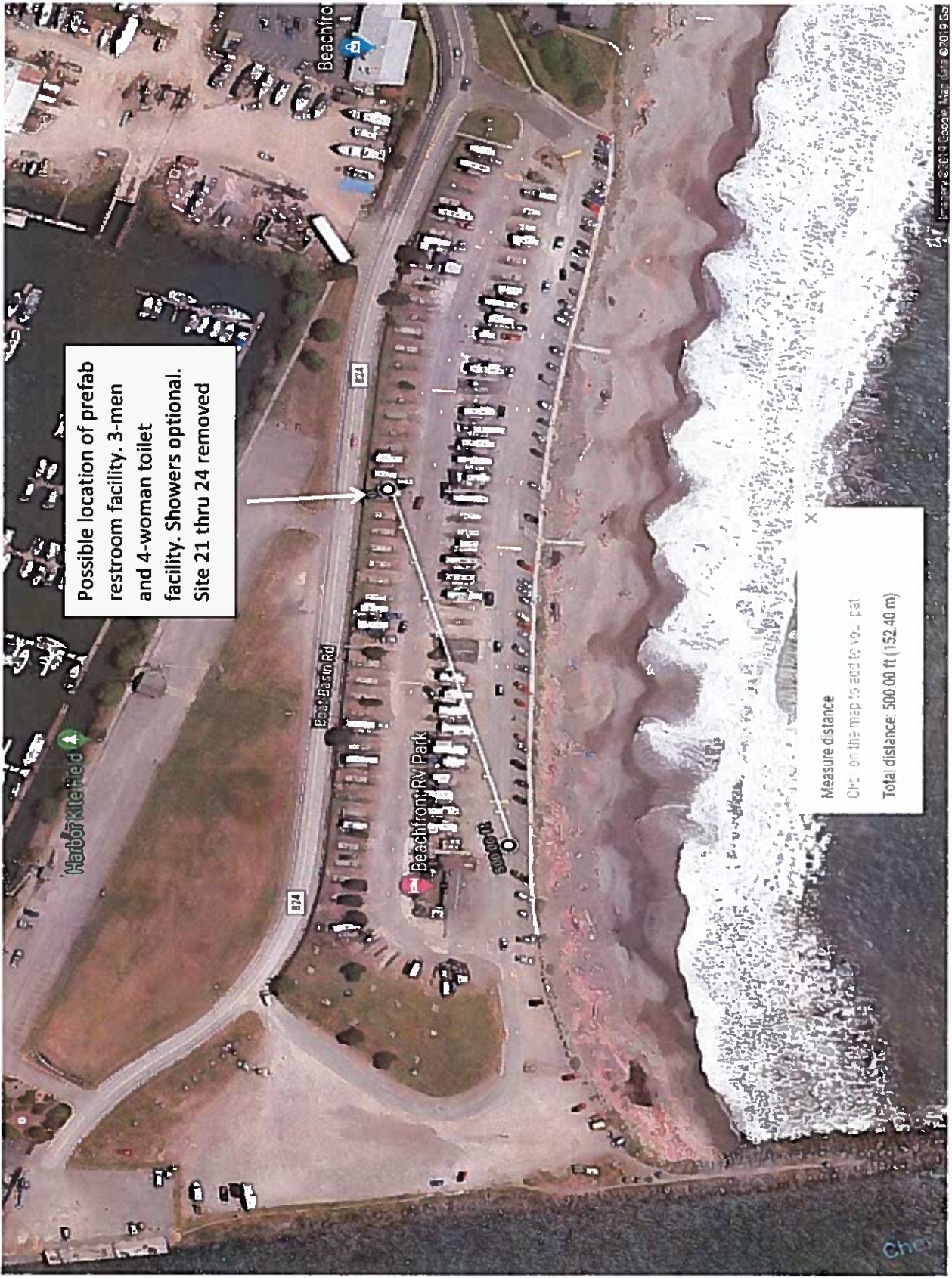
Link to [Product Literature](#) page.



Possible location for new RV Park Office and laundromat.

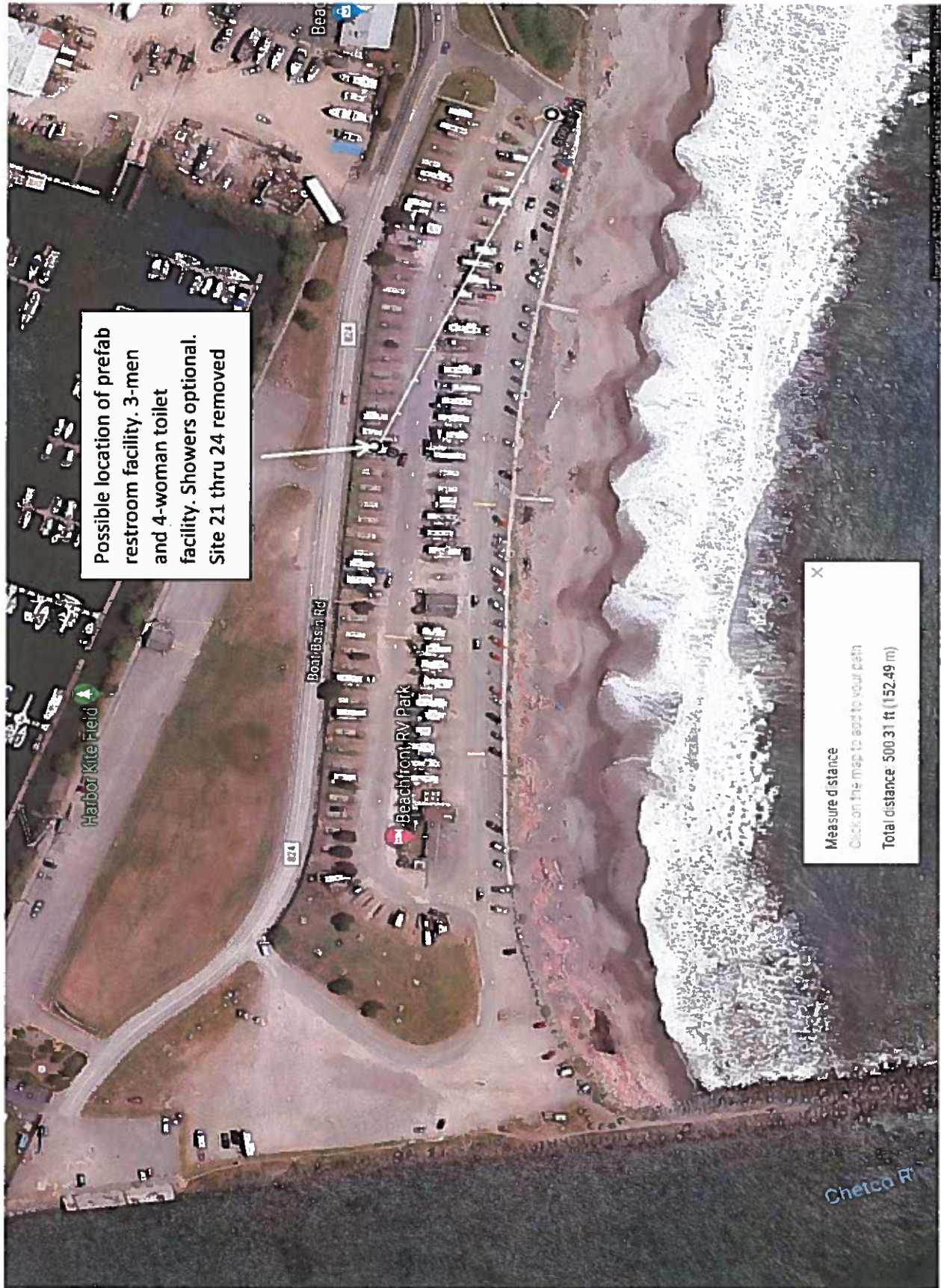
Possible location of prefab restroom facility. 3-men and 4-woman toilet facility. Showers optional.

Measure distance  
Click on the map to enter a new point  
Total distance: 505.88 ft (154.19 m)



Possible location of prefab restroom facility. 3-men and 4-woman toilet facility. Showers optional. Site 21 thru 24 removed

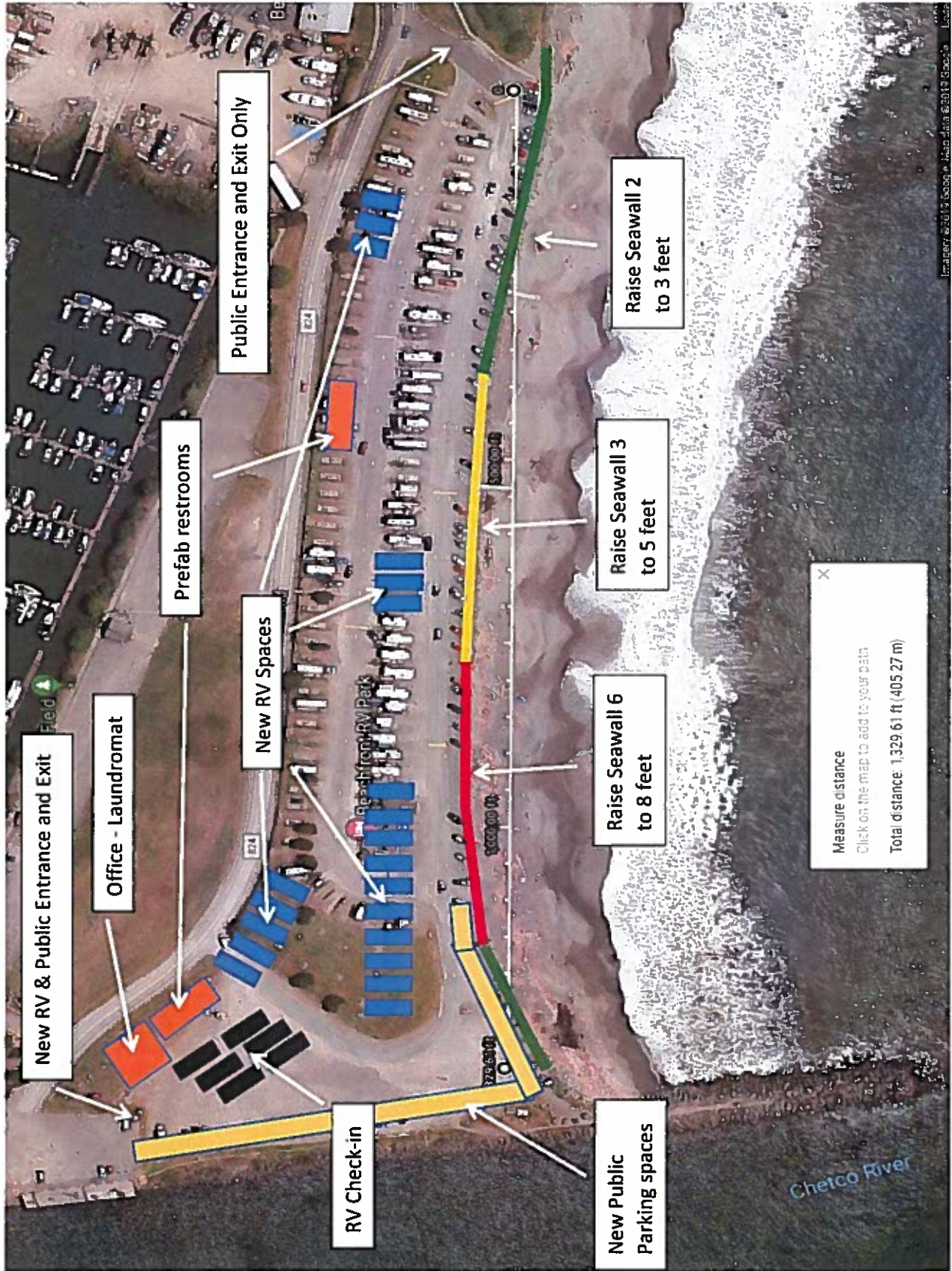
Measure distance  
Click on the map to add to your list  
Total distance: 500.00 ft (152.40 m)



Possible location of prefab restroom facility. 3-men and 4-woman toilet facility. Showers optional. Site 21 thru 24 removed

Measure distance  
Click on the map to add to your path  
Total distance: 500.31 ft (152.49 m)





Existing Spaces	Quantity	Average Income - 2018 (Jan - Dec)		Occ %
Pull-Thru	35	\$ 10,306.60	\$ 360,731.00	57.63
Back-In	46	\$ 3,834.35	\$ 176,380.00	26.52
Partial Hook-Ups	9	\$ 4,082.33	\$ 36,741.00	31.60
Tent Camping	10	\$ 1,787.30	\$ 17,873.00	17.89
Dry Camping (RV or Tent)	19	\$ 1,697.95	\$ 32,261.00	15.26
Totals	119	\$ 21,708.53	\$ 623,986.00	29.78

Proposed Spaces	Quantity	Average Income - 2018 (Jan - Dec)	
Pull-Thru (plus 15)	50	\$ 10,304.00	\$ 515,200.00
Back-In (plus 6)	52	\$ 3,834.00	\$ 199,368.00
Partial Hook-Ups (minus 9)	0		
Tent Camping (minus 10)	0		
Dry Camping (RV or Tent) (minus 19)	0		
Totals	102	\$ 14,138.00	\$ 714,568.00

Change	-17		\$ 90,582.00
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# Group Unit Income

for: 01/01/2018 - 12/31/2018

Unit Name	Occ %	Days	Charges	Tax	Total Income
1	37.53%	137	\$5,768.00	\$0.00	\$5,768.00
2	24.38%	89	\$3,948.00	\$0.00	\$3,948.00
3	47.12%	172	\$3,340.00	\$0.00	\$3,340.00
4	73.97%	270	\$0.00	\$0.00	\$0.00
5	16.16%	59	\$2,656.00	\$0.00	\$2,656.00
6	18.63%	68	\$3,040.00	\$0.00	\$3,040.00
9	4.66%	17	\$664.00	\$0.00	\$664.00
10	21.37%	78	\$3,422.00	\$0.00	\$3,422.00
11	28.22%	103	\$4,360.00	\$0.00	\$4,360.00
12	23.56%	86	\$3,686.00	\$0.00	\$3,686.00
13	29.04%	106	\$4,647.00	\$0.00	\$4,647.00
14	20.27%	74	\$3,297.00	\$0.00	\$3,297.00
15	27.67%	101	\$4,441.00	\$0.00	\$4,441.00
16	27.40%	100	\$4,402.00	\$0.00	\$4,402.00
17	26.03%	95	\$4,168.00	\$0.00	\$4,168.00
18	26.85%	98	\$4,288.00	\$0.00	\$4,288.00
19	24.93%	91	\$4,096.00	\$0.00	\$4,096.00
20	37.26%	136	\$5,690.00	\$0.00	\$5,690.00
21	30.41%	111	\$4,770.00	\$0.00	\$4,770.00
22	26.03%	95	\$4,198.00	\$0.00	\$4,198.00
23	25.21%	92	\$3,964.00	\$0.00	\$3,964.00
24	24.38%	89	\$3,892.00	\$0.00	\$3,892.00
25	23.84%	87	\$3,876.00	\$0.00	\$3,876.00
26	30.14%	110	\$4,756.00	\$0.00	\$4,756.00
27	21.64%	79	\$3,554.00	\$0.00	\$3,554.00
28	38.08%	139	\$5,899.00	\$0.00	\$5,899.00
29	36.71%	134	\$5,776.00	\$0.00	\$5,776.00
30	43.84%	160	\$6,002.00	\$0.00	\$6,002.00
31	1.10%	4	\$180.00	\$0.00	\$180.00
32	21.37%	78	\$3,440.00	\$0.00	\$3,440.00
33	23.56%	86	\$3,746.00	\$0.00	\$3,746.00
34	21.92%	80	\$3,547.00	\$0.00	\$3,547.00
35	21.92%	80	\$3,524.00	\$0.00	\$3,524.00
36	22.19%	81	\$3,616.00	\$0.00	\$3,616.00
37	16.44%	60	\$2,692.00	\$0.00	\$2,692.00
38	30.96%	113	\$4,786.00	\$0.00	\$4,786.00
39	22.47%	82	\$3,547.00	\$0.00	\$3,547.00
40	18.08%	66	\$3,040.00	\$0.00	\$3,040.00
41	29.32%	107	\$4,630.00	\$0.00	\$4,630.00
42	24.38%	89	\$3,871.00	\$0.00	\$3,871.00
43	35.34%	129	\$5,490.00	\$0.00	\$5,490.00
44	35.34%	129	\$5,418.00	\$0.00	\$5,418.00
45	33.70%	123	\$5,196.00	\$0.00	\$5,196.00
46	20.55%	75	\$3,302.00	\$0.00	\$3,302.00
47	9.04%	33	\$1,132.00	\$0.00	\$1,132.00
48	16.99%	62	\$2,623.00	\$0.00	\$2,623.00

<b>Back in, Full Hook up Tota</b>	<b>26.52%</b>	<b>4,453</b>	<b>\$176,380.00</b>	<b>\$0.00</b>	<b>\$176,380.00</b>
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135	27.67%	101	\$2,842.00	\$0.00	\$2,842.00
136	12.33%	45	\$1,392.00	\$0.00	\$1,392.00
137	14.79%	54	\$1,646.00	\$0.00	\$1,646.00
138	15.62%	57	\$1,776.00	\$0.00	\$1,776.00
139	13.97%	51	\$1,482.00	\$0.00	\$1,482.00
140	18.90%	69	\$2,083.00	\$0.00	\$2,083.00
141	14.52%	53	\$1,608.00	\$0.00	\$1,608.00
142	12.33%	45	\$1,482.00	\$0.00	\$1,482.00
143	15.62%	57	\$1,880.00	\$0.00	\$1,880.00

144	15.62%	57	\$1,585.00	\$0.00	\$1,585.00
145	13.70%	50	\$1,572.00	\$0.00	\$1,572.00
146	13.15%	48	\$1,578.00	\$0.00	\$1,578.00
147	14.52%	53	\$1,670.00	\$0.00	\$1,670.00
148	14.25%	52	\$1,612.00	\$0.00	\$1,612.00
149	19.45%	71	\$2,225.00	\$0.00	\$2,225.00
150	15.34%	56	\$1,562.00	\$0.00	\$1,562.00
151	13.70%	50	\$1,552.00	\$0.00	\$1,552.00
152	10.68%	39	\$1,182.00	\$0.00	\$1,182.00
153	13.70%	50	\$1,532.00	\$0.00	\$1,532.00

<b>Dry Camp Totals</b>	<b>15.26%</b>	<b>1,058</b>	<b>\$32,261.00</b>	<b>\$0.00</b>	<b>\$32,261.00</b>
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49	22.47%	82	\$2,864.00	\$0.00	\$2,864.00
50	18.90%	69	\$2,532.00	\$0.00	\$2,532.00
51	29.04%	106	\$3,767.00	\$0.00	\$3,767.00
52	29.86%	109	\$3,927.00	\$0.00	\$3,927.00
53	27.12%	99	\$3,478.00	\$0.00	\$3,478.00
54	28.77%	105	\$3,773.00	\$0.00	\$3,773.00
55	36.99%	135	\$4,733.00	\$0.00	\$4,733.00
56	33.70%	123	\$4,355.00	\$0.00	\$4,355.00
57	57.53%	210	\$7,312.00	\$0.00	\$7,312.00

<b>Partial Hook-up Totals</b>	<b>31.60%</b>	<b>1,038</b>	<b>\$36,741.00</b>	<b>\$0.00</b>	<b>\$36,741.00</b>
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65	69.04%	252	\$12,195.00	\$0.00	\$12,195.00
66	62.19%	227	\$11,130.00	\$0.00	\$11,130.00
67	69.86%	255	\$12,569.00	\$0.00	\$12,569.00
68	61.64%	225	\$11,197.00	\$0.00	\$11,197.00
69	65.75%	240	\$11,766.00	\$0.00	\$11,766.00
70	62.47%	228	\$11,271.00	\$0.00	\$11,271.00
71	67.67%	247	\$12,149.00	\$0.00	\$12,149.00
72	62.47%	228	\$11,302.00	\$0.00	\$11,302.00
73	58.63%	214	\$10,629.00	\$0.00	\$10,629.00
74	55.07%	201	\$9,789.00	\$0.00	\$9,789.00
76	69.04%	252	\$12,074.00	\$0.00	\$12,074.00
77	63.84%	233	\$11,295.00	\$0.00	\$11,295.00
78	63.29%	231	\$11,252.00	\$0.00	\$11,252.00
79	66.85%	244	\$11,913.00	\$0.00	\$11,913.00
80	61.92%	226	\$10,891.00	\$0.00	\$10,891.00
81	66.30%	242	\$11,608.00	\$0.00	\$11,608.00
82	60.27%	220	\$10,812.00	\$0.00	\$10,812.00
83	66.03%	241	\$11,711.00	\$0.00	\$11,711.00
84	56.16%	205	\$10,216.00	\$0.00	\$10,216.00
85	58.36%	213	\$10,334.00	\$0.00	\$10,334.00
86	58.63%	214	\$10,502.00	\$0.00	\$10,502.00
87	54.25%	198	\$9,665.00	\$0.00	\$9,665.00
87B	49.86%	182	\$8,525.00	\$0.00	\$8,525.00
88A	50.14%	183	\$8,995.00	\$0.00	\$8,995.00
88	60.55%	221	\$10,525.00	\$0.00	\$10,525.00
89	62.47%	228	\$11,220.00	\$0.00	\$11,220.00
90	56.16%	205	\$10,250.00	\$0.00	\$10,250.00
91	53.42%	195	\$9,782.00	\$0.00	\$9,782.00
92	55.34%	202	\$9,901.00	\$0.00	\$9,901.00
93	49.04%	179	\$8,879.00	\$0.00	\$8,879.00
94	47.67%	174	\$8,544.00	\$0.00	\$8,544.00
95	48.77%	178	\$8,901.00	\$0.00	\$8,901.00
96	43.01%	157	\$7,958.00	\$0.00	\$7,958.00
97	42.74%	156	\$7,772.00	\$0.00	\$7,772.00
98	18.08%	66	\$3,209.00	\$0.00	\$3,209.00

<b>Pull Through, Full Hook-u</b>	<b>57.63%</b>	<b>7,362</b>	<b>\$360,731.00</b>	<b>\$0.00</b>	<b>\$360,731.00</b>
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154	27.95%	102	\$2,749.00	\$0.00	\$2,749.00
155	17.53%	64	\$1,770.00	\$0.00	\$1,770.00
156	17.53%	64	\$1,740.00	\$0.00	\$1,740.00
157	18.63%	68	\$1,787.00	\$0.00	\$1,787.00
158	18.90%	69	\$1,917.00	\$0.00	\$1,917.00
159	13.70%	50	\$1,414.00	\$0.00	\$1,414.00
160	17.53%	64	\$1,768.00	\$0.00	\$1,768.00
161	13.15%	48	\$1,323.00	\$0.00	\$1,323.00
162	18.36%	67	\$1,836.00	\$0.00	\$1,836.00
163	15.62%	57	\$1,569.00	\$0.00	\$1,569.00
<b>Tent-Sites Totals</b>	<b>17.89%</b>	<b>653</b>	<b>\$17,873.00</b>	<b>\$0.00</b>	<b>\$17,873.00</b>