

**PORT OF BROOKINGS HARBOR
RESOLUTION NO. 2024-10**

**A RESOLUTION OF THE PORT OF BROOKINGS HARBOR
ADOPTING DEBIT/CREDIT CARD MERCHANT FEE**

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

WHEREAS, ORS 294.160 requires the governing body of a unit of local government to provide an opportunity for interested persons to comment on the enactment of any ordinance or resolution prescribing a new fee or a fee increase; and

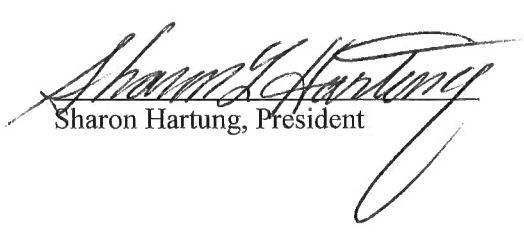
WHEREAS, the Port will add debit/credit card merchant fee to Port Rates effective on October 1, 2024;

WHEREAS, the average Port merchant fee is currently 2.4%;

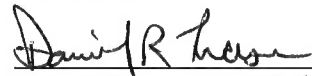
NOW THEREFORE, be it resolved by the Board of Commissioners of the Port of Brookings Harbor, Curry County, Oregon as follows:

1. The Port of Brookings Harbor Board of Commissioners (“Commissioners”) approves charging a merchant fee rate to all debit card and credit card transactions, in accordance with the rate schedule titled “Administration Fees, Section 7, Debit/Credit Card Merchant Fee,” which is incorporated herein by reference as Exhibit A.
2. Merchant fees may only be applied due to the Port having alternative paying options.
3. Merchant fee based off the average percentage charged to the Port each fiscal year.
4. All previous rates and/or rate resolutions are hereby repealed.

APPROVED AND ADOPTED by the Board of Commissioners this 21 day of August 2024.


Sharon Hartung, President

ATTEST:


Daniel Fraser, Secretary/Treasurer

**PORT OF BROOKINGS HARBOR
APPROVED RATES
JULY 1, 2024 to JUNE 30, 2025**

EXHIBIT A

Section 7. 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>	FY 2024-25 Rate
1) Copies of Records, Black & White, 8X11, per page	\$ 0.25
5) Attorney Review	at cost
<u>B. Research and Computer Time</u>	
Written request required. Hourly rate, half-hour minimum, under 15 min not charge	\$ 35.00
<u>C. Administrative Fees</u>	\$ 35.00
<u>D. Notice Posting.</u> For non-payment of lease or moorage	\$ 50.00
<u>E. Failure to Register.</u> For research related to unregistered boats	\$ 25.00
<u>F. Returned Check Fee</u>	\$ 50.00
<u>G. Per Annum Interest Rate.</u> Applied to past due accounts	19%
<u>H. Debit/Credit Card Merchant Fee.</u>	2.40%
<u>I. POV Mileage Reimbursement Rate (IRS)</u>	Current
<u>J. Impound Seizure Fee.</u> Vessel impounding	\$ 800.00
<u>K. Events on Port Property</u>	
1) Boardwalk, per day	\$ 735.00
2) Saturday Market, per vendor, per day	\$ 15.00
3) Parking Lot, per square foot, per day	\$ 0.01
<u>L. Impound Seizure Fee.</u> Car / Truck / Trailer/ RV, plus tow fee	\$ 275.00
<u>M. Background Check</u>	\$ 30.00
<u>N. Waiting List Application</u>	\$ 75.00
1) Annual Renewal	\$ 25.00
<u>O. Transfer List</u>	\$ 25.00
<u>P. Security Camera Footage Review, per hour</u>	\$ 35.00