

**PORT OF BROOKINGS HARBOR**  
**Special Commission Meeting**  
**Tuesday, April 6, 2021 • 6pm**  
**Teleconference Only**

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**Teleconference Call-In Number: 1 (253) 215-8782**

**Meeting ID: 771 205 4017      Passcode: 04062021      (to mute/unmute: \* 6)**

*When calling in, please announce your arrival and state your name when you join the meeting.*

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**TENTATIVE AGENDA**

**1. CALL MEETING TO ORDER**

- Roll Call
- 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. Please email your comments to [danielle@portofbrookingsharbor.com](mailto:danielle@portofbrookingsharbor.com) prior to the meeting. \*\*\*Please wait to be called on before speaking\*\*\*)

**4. ACTION ITEMS**

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**6. COMMISSIONER COMMENTS**

**7. NEXT REGULAR MEETING DATE** – Tuesday, May 18, 2021 at 6:00pm

**8. ADJOURNMENT**

A request for an interpreter for the hearing impaired, for those who want to participate but do not have access to a telephone, or for other accommodations for persons with disabilities should be made at least 48 hours in advance of the meeting to Port of Brookings Harbor Office at 541-469-2218.

# ACTION ITEM – A

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**DATE:** April 6, 2021  
**RE:** Resolution No. 2021-02 Authorizing Signature for Business Oregon Commercial Rent Relief Program  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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## OVERVIEW

- Last month the Port submitted commercial businesses behind in payments during the COVID-19 period to Business Oregon Commercial Rent Relief Program.
- Five applications were selected to the next round of Business Oregon process for rent relief. This process requires the landlord to submit agreement with additional terms and conditions.
- To submit the agreement, the Commission must grant an individual authority to submit on the behalf of the Port.
- Draft resolution reviewed and approved by Port legal counsel.

## DOCUMENTS

- Draft Resolution No. 2021-02 Authorizing Signature for Business Oregon Commercial Rent Relief Program, 1 page
- Business Oregon Commercial Rent Relief Program Additional Terms and Conditions, 2 pages

## COMMISSIONERS ACTIONS

- **Recommended Motion:**  
Motion to approve Draft Resolution No. 2021-02 Authorizing Signature for Business Oregon Commercial Rent Relief Program.

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

**DRAFT**

**RESOLUTION NO. 2021-02**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF BROOKINGS  
HARBOR AUTHORIZING SIGNATURE FOR BUSINESS OREGON COMMERCIAL RENT  
RELIEF PROGRAM**

**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**, the Oregon Legislative Emergency Board on January 8, 2021, allocated \$100 million to fund a new Commercial Rent Relief Program to provide financial assistance to small businesses and landlords adversely affected by economic conditions as a direct result of the COVID-19 pandemic; and

**WHEREAS**, the program targets landlords with tenant businesses with 100 or fewer employees who are behind on lease payments or any forgiven base rent amounts that have been negotiated due to COVID-19. The program will require both business tenant and property owner participation. The program includes additional protections for tenants, such as non-eviction clauses, and a waiver of penalties and interest; and

**WHEREAS**, the Port of Brookings Harbor submitted the first round of applications for commercial tenants that were behind on payments due to COVID-19; and

**WHEREAS**, the Port of Brookings Harbor received selected applicants for the second round of the Commercial Rent Relief Program requiring landlord authorization to submit.

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

1. That Port Manager Gary Dehlinger is authorized to submit applications for the Business Oregon Commercial Rent Relief Program on behalf of the Port of Brookings Harbor as Landlord.
2. Business Oregon Commercial Rent Relief Program applications include:
  - a. Zola's on the Water
  - b. Charles Case
  - c. Eric Hooper
  - d. Corey Sample
  - e. Mountain View Custom Cycles

**APPROVED AND ADOPTED** and made effective the same day by the Board of Harbor Commissioners of the Port of Brookings Harbor this 6th day of April, 2021.

**ATTEST:**

\_\_\_\_\_  
Richard Heap, President

\_\_\_\_\_  
Sharon Hartung, Secretary/Treasurer

Save my progress and resume later | Resume a previously saved form



## Commercial Rent Relief Program

### Landlord certifies to each of the following:

	Yes	No
The Landlord was current with federal, state and local taxes as of December 31, 2019. *	<input checked="" type="radio"/>	<input type="radio"/>
The Lease between the Landlord and Tenant is for Property located in the State of Oregon and used exclusively for business purposes. *	<input checked="" type="radio"/>	<input type="radio"/>
The Landlord was adversely impacted as a direct result of the COVID-19 pandemic. *	<input checked="" type="radio"/>	<input type="radio"/>
The Landlord is currently registered with the Oregon Secretary of State to do business in Oregon if such registration is required. *	<input checked="" type="radio"/>	<input type="radio"/>
The Landlord's operation of the Property is compliant with all federal, state and local laws. *	<input checked="" type="radio"/>	<input type="radio"/>
The Landlord's business is not a publicly traded company. *	<input checked="" type="radio"/>	<input type="radio"/>

### Additional Terms and Conditions:

#### If Business Oregon awards a grant to Landlord for the Tenant's Lease in arrears and Landlord and Tenant accept the award letter:

- a. The Landlord hereby waives and discharges all rights to collect penalties and interest and waives all rights to enforce eviction rights, related to the Tenant's delinquent lease payments that occurred between March 1, 2020 and February 28, 2021.
- b. The Landlord hereby discharges the delinquent lease payments for the amount of the grant contract award for the Tenant.
- c. The Landlord hereby agrees not to evict Tenant for past or future non-payment of the Lease during the period from March 1, 2021 to August 31, 2021. (All other remedies, terms and conditions of the lease remain in effect.)
- d. The Landlord agrees to provide additional documentation reasonably requested by Business Oregon to verify the accuracy and authenticity of the information provided in the application and grant contract.
- e. The Landlord authorizes the following state agencies to release or confirm the following information to Business Oregon:

1. Oregon Secretary of State for business registration information, and
2. Oregon Department of Revenue for tax information.

f. The Landlord's failure to comply with eligibility requirements or making a material misrepresentation about the Property or the Tenant's business and its operations to qualify for a grant constitutes an Event of Default under this grant contract. (Landlord is not responsible for Tenant's Events of Default.)

g. Upon any Event of Default by Landlord, Business Oregon may pursue any or all remedies in this grant contract, and any other remedies available at law or in equity. Remedies include, but are not limited to:

1. Terminating Business Oregon's obligation to disburse the grant.
2. Declaring any disbursed grant to be forfeit and repayable, which shall be immediately due and payable upon notice to Landlord.
3. Pursuing collection actions permissible by law, including through third party collection services or the Oregon Department of Revenue.
4. Withholding any amounts otherwise due to Landlord.
5. Barring Landlord from receiving future awards.

h. The Landlord is responsible for all federal or state taxes that may be applicable to the Landlord that are related to the Grant.

Landlord agrees that Business Oregon in its sole discretion will determine the grant amount. If a grant is approved, Landlord will receive a grant award letter from Business Oregon providing the grant amount. The maximum grant per Lease ("lease" and "rent" are used synonymously) is the cumulative amount of past due rent between March 1, 2020 and February 28, 2021, or \$100,000, whichever is lower; and the maximum total grants that may be awarded to a Landlord (for all Tenants) is \$3 million. All grants will be rounded down to the nearest \$1,000 increment.

4

I certify that all information in this grant contract is complete, valid and accurate. If I am not the Landlord business owner, I certify that the information in this grant contract has been reviewed and approved by the authorized Landlord owner(s), and in conformance with any requirements of the business's articles of incorporation or bylaws, or any articles of organization or policies.

**Authorization to Submit** (choose the option that applies): \*

- I am the Landlord business owner, or
- I am authorized to submit on behalf of the Landlord within authority granted in the Landlord's articles of incorporation or bylaws, or articles of organization or policies. (e.g., President, Secretary, Chief Executive Officer, Board Chair, etc.). I have attached documentation that verifies my authority to sign on behalf of the Landlord.

**Landlord Final Agreement \***

By clicking this box, Landlord is indicating acceptance of this grant contract, which will be complete and final when an award letter is accepted by both the Landlord and Tenant, along with all the terms, conditions, and certifications included within this online form, and is agreeing to be legally bound by these terms and conditions. The Landlord agrees that clicking the box constitutes an electronic signature as defined by the Uniform Electronic Transactions Act ("UETA") in ORS 84.001 to 84.061 and that this grant contract is an electronic record for purposes of the UETA and as such is completely valid, has legal effect, is enforceable, is binding and non-refutable by Landlord. This grant contract, with the award letter, constitutes the entire and only agreement between Landlord and Business Oregon, and supersedes all prior or contemporaneous agreements, representations, and understandings with respect to this grant program and the subject matter of this grant contract. No modification, amendment, or waiver of any provision of this grant contract shall be effective unless in writing and either signed or accepted electronically by the party against whom the modification, amendment or waiver is to be asserted.

**File Uploads**

All file attachments must total less than 25MB.

Do you have a W9 Form available for upload? \*  Yes  No

**W9 Form \***  
Choose File Port W-9 si...30-2021.pdf

Do you have a Lease available for upload? \*  Yes  No

**Copy of Lease \***  
Choose File Moorage Ag...ooper.pdf

Do you have Signer Authority Doc available for upload? \*  Yes  No

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[Contact Information](#)

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# ACTION ITEM – B

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**DATE:** April 6, 2021  
**RE:** Resolution No. 2021-03 Supporting Funding Efforts for a Wastewater Treatment Plant  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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## OVERVIEW

- Congressman Peter DeFazio is accepting applications for individual Community Funding Projects within the Fourth District of Oregon. Part of the application is looking for resolution of support for the project passed by local/county/state governments.
- Port Strategic Business Plan includes a wastewater treatment plant concept to handle fish processing wastes, industrial stormwater and possible other wastes.
- The fish processing plant is a state-of-the-art facility supporting more than 60 high paying positions and many other businesses in the commercial marina.
- The wastewater treatment plant would be critical infrastructure that will sustain the future of the fish processing plant and can accommodate additional businesses and jobs to Curry County in support of the regional economy.
- Draft resolution reviewed and approved by Port legal counsel.

## DOCUMENTS

- Draft Resolution No. 2021-03 Supporting Funding Efforts for a Wastewater Treatment Plant, 1 page
- Fiscal Year 2022 Appropriations Community Funding Projects, 2 pages

## COMMISSIONERS ACTIONS

- **Recommended Motion:**  
Motion to approve Draft Resolution No. 2021-03 Supporting Funding Efforts for a Wastewater Treatment Plant.

**PORT OF BROOKINGS HARBOR  
RESOLUTION NO. 2021-03**

**DRAFT**

**A RESOLUTION SUPPORTING FUNDING EFFORTS FOR A  
WASTEWATER TREATMENT PLANT**

**WHEREAS**, Congressman Peter DeFazio is accepting applications for individual Community Funding Projects within the Fourth District of Oregon; and

**WHEREAS**, the Port of Brookings Harbor desires to participate in this program to the greatest extent possible as a means of providing needed infrastructure improvements and enhancements; and

**WHEREAS**, economic development and support of wastewater treatment plant is included in the vision of the Port of Brookings Harbor Strategic Business Plan; and

**WHEREAS**, leadership and service are governing values of the Port of Brookings Harbor, which are guided by a pursuit of economic progress, support of the fishing fleet, and support for the tourism industry for the betterment of the citizens in the Port District; and

**WHEREAS**, the Commercial Fishing Industry is the cornerstone of the current economic base in the region, and vital to the success of the Maritime Industry in Southern Oregon; and

**WHEREAS**, the fish processing plant is a state-of-the-art facility supporting more than 60 high paying positions and many other businesses in the commercial marina; and

**WHEREAS**, the wastewater treatment plant is critical infrastructure that will sustain the future of the fish processing plant, and can accommodate additional businesses and jobs to Curry County in support of the regional economy.

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

1. That the Port of Brookings Harbor Board of Commissioners authorizes the Port Manager to apply for Congressman Peter DeFazio's Community Funding Projects for the funding of the construction of a wastewater treatment plant at the Port of Brookings Harbor and to sign the application on the behalf of the Board of Commissioners.
2. The Port Commission intends to follow through with the construction of a wastewater treatment plant after securing funding and permitting. The project cost is estimated to be \$5,000,000.

**APPROVED AND ADOPTED** and made effective the same day by the Board of Harbor Commissioners of the Port of Brookings Harbor this 6th day of April, 2021.

**ATTEST:**

\_\_\_\_\_  
Richard Heap, President

\_\_\_\_\_  
Sharon Hartung, Secretary/Treasurer

# Fiscal Year 2022 Appropriations Community Funding Projects

For the first time in over a decade, I am able to submit funding requests for individual projects, called Community Funding Projects (CFP), to the Appropriations Committee to benefit communities in my congressional district. This process will ensure that Members of Congress, not Washington bureaucrats, have the opportunity to potentially direct aid to eligible and deserving projects.

Requests are limited to specific accounts determined by the Appropriations Committee, and details on the eligible accounts can be found below. For transparency and as required by the Appropriations Committee, I will make public all ten Community Project Funding submitted for consideration. The Appropriations Committee then considers these requests. Please keep in mind that my office will receive far more project requests than can be submitted or fulfilled. There is limited funding available, and funding levels for CFPs will depend on funding within each subcommittee account. I am limited to submitting 10 thoroughly vetted Community Funding Projects, and there is no guarantee any, let alone all ten, will be funded.

When evaluating requests, I will look for projects that support job creation, promote economic recovery, and support community priorities. **The more support a project has within the community, the better chance it has of being funded.**

## DEADLINES AND SUBMISSIONS

This is a new process, and the Appropriation subcommittees have set aggressive deadlines. **In order for me to submit a CFP proposal, I must receive 1) an email with the name of your project in the subject line, 2) a completed form found HERE**

([https://docs.google.com/forms/d/e/1FAIpQLSeEz4\\_a1uBbjN0ccMb9jlufeCbUVnfeI3we5OtVFOV1kdbpcg/viewform](https://docs.google.com/forms/d/e/1FAIpQLSeEz4_a1uBbjN0ccMb9jlufeCbUVnfeI3we5OtVFOV1kdbpcg/viewform)), **and 3) all corresponding documentation by April 15, at 5pm EDT.**

Submit project description, documented evidence of community support (preferably letters of support), and relevant materials to [communityfundor04@mail.house.gov](mailto:communityfundor04@mail.house.gov) (<mailto:communityfundor04@mail.house.gov>).

## GUIDELINES FOR THE FY2022 COMMUNITY PROJECT FUNDING MEMBER REQUEST PROCESS

- For most accounts, projects must be able to be completed in one year. The federal fiscal year 2022 begins on October 1, 2021, and all funds must be spent by October 1, 2022. Requests cannot be made for multi-year funding.
- Eligible applicants are states, cities and municipalities, and non-profit organizations. For-profit companies are not eligible to apply.
- Several federal programs require a state or local match. To be considered under those programs, applicants must have a plan to meet matching requirements. Applicants are not required to have the matching funds on-hand at the time of the request.

## COMMUNITY SUPPORT

Community engagement and support is crucial in determining which projects receive funding. Only projects with demonstrated community support will be considered. Examples of these include, but are not limited to:

- Letters of support from community leaders
- Press articles highlighting the need for the specific project
- Resolutions in support of the project passed by local/county/state governments



- Projects listed on community development plans, state intended use plans, and other publicly available planning documents
- Support from local newspaper editorial boards, etc.

**For each request, applicants must provide the following information:**

- A project name
- Appropriations Subcommittee and Account
- A detailed explanation of how the requested federal funds will be used. If the request does not fully fund the project, describe where the remaining funding will come from to complete the project.
- Project description, including an explanation of community benefits and why the project is important for SW Oregon.
- Evidence of community support. Examples include letters of support from elected officials, press articles highlighting the community need, and publicly available planning documents.
- Indicate if the project will be submitted by you or someone else to another Senator or Member of Congress, and if so, which Senator, Member or Members.

**Important:** Most subcommittees require additional supplemental information. Specific instructions from each subcommittee can be found below and on the House Appropriations website [HERE](https://appropriations.house.gov/appropriations-requests) (<https://appropriations.house.gov/appropriations-requests>). Please review the guidelines carefully before submitting your request for consideration.

## TRANSPARENCY

All Members of Congress are required to post all Community Project Funding requests submitted to the committee on their website. The posting must include the name of the proposed recipient, the address, the amount of the request, and an explanation of the purpose and justification for the use of taxpayer funds. I also must certify that I nor any immediate family member do not have a financial interest in the project.

Please keep in mind this is a months-long process. Until an appropriations bill is signed into law, there is no guarantee a project will get funded, even if approved by the House or Senate.

If you have problems or questions while completing these forms, please email [communityfundor04@mail.house.gov](mailto:communityfundor04@mail.house.gov) (<mailto:communityfundor04@mail.house.gov>).

## Frequently Asked Questions

(<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:c6ca13e4-5943-4f68-A8e5-2b4dc6d53cd0>)

## Community Project Funding Eligible Accounts (<https://appropriations.house.gov/appropriations-requests>)

Agriculture Appropriations Subcommittee (<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:e2a46fc3-2f6d-4694-b88d-1996e2f0a065>)

Commerce, Justice, and Science Subcommittee (<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:ceaa4d78-f4ae-4dc8-9742-e27b13400451>)

Energy and Water Development Subcommittee (<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:0dbdd9da-d22c-4384-90a2-02d0b85b7d77>)

Financial Services and General Government Subcommittee (<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:f0cafe06-7155-4b55-9301-4952335b1bcc>)

Homeland Security Subcommittee (<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:095069e9-130f-40f5-a7c4-570795adcl1a3>)

## **ACTION ITEM – C**

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**DATE:** April 6, 2021  
**RE:** Resolution No. 2021-04 Port Rates Fiscal Year 2021-22  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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### OVERVIEW

- Board of Commissioners approved rate increases as noted during March 16, 2021 Regular Commissioner Meeting.
- This resolution will memorialize the approval.
- Draft resolution reviewed and approved by Port legal counsel.

### DOCUMENTS

- Draft Resolution No. 2021-04 Port Rates Fiscal Year 2021-22, 10 pages

### COMMISSIONERS ACTIONS

- **Recommended Motion:**  
Motion to approve Draft Resolution No. 2021-04 Port Rates Fiscal Year 2021-22.

**PORT OF BROOKINGS HARBOR  
RESOLUTION NO. 2021-04**

**DRAFT**

**A RESOLUTION OF THE PORT OF BROOKINGS HARBOR  
PORT RATES FOR FISCAL YEAR 2021-22**

**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 Commission last adjusted rates, fees and charges via Regular Board of Commissioners Meeting on May 19, 2020; and

**WHEREAS**, the Port Commission reviewed and approved draft Rates FY 2021-22 at a Regular Board Meeting on March 16, 2021; and

**WHEREAS**, the Port Commission increased rates as noted and intends that user fees should cover the costs of the Port.

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

1. Unless otherwise noted, all Rates, Fees & Charges are effective July 1, 2021.
2. The attached document "Rates FY 2021-22" is incorporated herein by reference as Exhibit A.
3. The Commission, through assistance by Port staff, shall at least annually review and adopt a new Rate, Fees and Charges Resolution prior to the subsequent budget's adoption.
4. All previous rates and/or rate resolutions are hereby repealed.

**APPROVED AND ADOPTED** by the Board of Commissioners this 6th day of April, 2021.

**ATTEST:**

\_\_\_\_\_  
Richard Heap, President

\_\_\_\_\_  
Sharon Hartung, Secretary/Treasurer

**PORT OF BROOKINGS HARBOR  
RATES**

Exhibit A

**JULY 1, 2021 to JUNE 30, 2022**

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**PORT OF BROOKINGS HARBOR  
RATES  
JULY 1, 2021 to JUNE 30, 2022**

**Section 1. Service Rates**

Rates apply to all Port of Brookings Harbor locations unless otherwise noted. Rates become effective July 1, 2021. 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	.....	\$	66.00
B. <u>12 K Telehandler</u>			
per hour	.....	\$	132.00
C. <u>Port Truck</u>			
per hour	.....	\$	66.00
D. <u>Port Boat</u>			
per hour	.....	\$	132.00
E. <u>Boat Pump Out</u>			
per hour	.....	\$	110.00
F. <u>Welding Machine</u>			
per hour	.....	\$	66.00
G. <u>Boat / Trailer Storage</u>			
Fenced Area			
per day	.....	\$	3.00
per month	.....	\$	61.00
H. <u>Gear Storage</u>			
per SF per month	.....	\$	0.06
I. <u>Clean-Up</u>			
Fees will be charged for each man-hour at established rates			
Equipment charges are extra			Time and Materials
J. <u>Disposal Fees</u>			
1) Waste Oil	.....		No Charge
2) Oil-Water Mix	per gallon .....		Time and Materials
3) Net / Gear Disposal			
per pound	.....		Time and Materials
4) Garbage, per pound	.....		Time and Materials
K. <u>Port Labor</u>			
1) All Port Labor including 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
L. <u>Permit to Sell Fish from Boat, per year</u>	.....	\$	158.00
M. <u>Outside Crane Use on Port Property</u>			
Crane certification per OR/OSHA and Insurance required per Section 9A (Port approval prior to work)			

**PORT OF BROOKINGS HARBOR  
RATES  
JULY 1, 2021 to JUNE 30, 2022**

**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. All routine vessel maintenance must be scheduled through Boat Shop & More.

Haul-out includes one hour of in strap for boat wash. 1-hour minimum on hourly rates.

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		
40 foot and less .....	\$	10.00
2) greater than 40 foot .....	\$	12.00
B. <u>Remain In Strap, after 1 hour</u>		
per hour .....	\$	200.00
C. <u>Lift to Trailer or Vessel Survey / after 1 hour "Remaining in Strap Rate" begins</u>		
half haul out rate .....		
D. <u>Moving After Being Blocked</u>		
per hour .....	\$	200.00
E. <u>Yard Days</u>		
First and last day no charge		
per foot per day .....	\$	1.00
F. <u>Boat Rinse</u>		
per vessel foot, per hour .....	\$	1.50
G. <u>Port Pressure Washer Equipment Rental (No Port Labor)</u>		
per hour .....	\$	15.00

# PORT OF BROOKINGS HARBOR

## RATES

**JULY 1, 2021 to JUNE 30, 2022**

### Section 3a. Sport Moorage Rate includes Voyage Trash, Power & Water

Per linear foot. All charges for greater length between dock and boat. \*See appendix for calculated rates based on length. Abuse of utilities will be charged according.

A. Moorage Rate includes Power & Water, per linear foot

1) Daily		\$	0.68
2) Weekly		\$	4.05
3) Calendar Month		\$	12.16
4) Semi-Annual		\$	27.59
5) Annual		\$	48.45
6) <i>Live-aboard. Monthly rate by agreement only.</i>			
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)	Plus Port labor to install	
--------------------	----------------------------	--

D. Line Replacement, Hourly labor rate, half hour minimum

per cost of rope, <b>plus Port Labor</b>			Time and Materials
--	--	--	--------------------

E. Launch Fee

1) Daily		\$	5.00
----------	--	----	------

F. Boat Launch Pass

1) Annual Boat Launch 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 Voyage Trash and Water Only (No Power)

Per linear foot. All charges for greater length between dock and boat. \*See appendix for calculated rates based on length. Abuse of utilities will be charged according.

A. Moorage, per linear foot

1) Daily		\$	0.66
2) Weekly		\$	3.93
3) Calendar Month		\$	11.77
4) Semi-Annual		\$	26.73
5) Annual		\$	46.93

### Section 3c. Commercial and Charter Rates (includes voyage trash, power and water where availab

Per linear foot. All charges for greater length between dock and boat. \*See appendix for calculated rates based on length. Abuse of utilities usage will be charged according.

A. Moorage, per linear foot

1) Daily		\$	0.66
2) Weekly		\$	3.94
3) Calendar Month		\$	11.83
4) Semi-Annual		\$	22.63
5) Annual		\$	39.79

**PORT OF BROOKINGS HARBOR**

**RATES**

**JULY 1, 2021 to JUNE 30, 2022**

**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.

A. <u>Diesel, ULSD #2 Marine Blend</u>		
1) Fuel Rate, plus per gallon .....	\$	0.30
B. <u>92 Pre Non Ethanol Gasoline</u>		
1) Fuel Rate, plus per gallon .....	\$	1.20
C. <u>Fueling Over the Dock</u>		
per gallon .....	\$	0.06
.....		



**PORT OF BROOKINGS HARBOR  
RATES  
JULY 1, 2021 to JUNE 30, 2022**

**Section 5. RV Park**

Reservations can be made online, by phone or in person. (Base Rate, State and County Lodging Tax not Included)

A. Peak Season (Summer), April 1 - October 31

1) Daily

• Pull thru full hook-up	.....	\$	51.00
• Back in full hook-up	.....	\$	44.00
• Partial hook-up	.....	\$	36.00

2) Weekly

• Pull thru full hook-up	.....	\$	306.00
• Back in full hook-up	.....	\$	264.00
• Partial hook-up	.....	\$	216.00

B. Off Season (Winter), November 1 - March 31

1) Daily

• Pull thru full hook-up	.....	\$	43.00
• Back in full hook-up	.....	\$	37.00
• Partial hook-up	.....	\$	31.00

2) Weekly

• Pull thru full hook-up	.....	\$	258.00
• Back in full hook-up	.....	\$	222.00
• Partial hook-up	.....	\$	186.00

C. July 4th Holiday, 3 night minimum

1) Daily

• Pull thru full hook-up	.....	\$	95.00
• Back in full hook-up	.....	\$	84.00
• Partial hook-up	.....	\$	54.00

D. Other Holidays, (Labor and Memorial Days 3 night stay min. other holiday are 2 night min.)

1) Daily

• Pull thru full hook-up	.....	\$	55.00
• Back in full hook-up	.....	\$	46.00
• Partial hook-up	.....	\$	38.00

D. Laundry Machines - Currently not available

per load	.....	\$	2.00
	When Available		

**PORT OF BROOKINGS HARBOR  
RATES  
JULY 1, 2021 to JUNE 30, 2022**

**Section 6. Commercial Retail**

A. <u>Warehouse - Shop</u>			
per square foot	.....	\$	0.55
B. <u>Warehouse - Storage</u>			
per square foot	.....	\$	0.44
C. <u>Commercial Docks</u>			
per square foot	.....	\$	0.69
D. <u>Surfaced Concrete</u>			
per square foot	.....	\$	0.55
E. <u>Surfaced Asphalt</u>			
per square foot	.....	\$	0.33
F. <u>Retail Center</u>			
per square foot	.....	\$	1.18
G. <u>Bare Ground</u>			
per square foot	.....	\$	0.08
H. <u>Port Meeting Room Suite 202</u>			
Flat daily rate from 8am to 8pm	.....	\$	50.00

# PORT OF BROOKINGS HARBOR

## RATES

**JULY 1, 2021 to JUNE 30, 2022**

### Section 7. Administration Fees

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

A. <u>Public Records Request Fee Schedule</u>		
1) Copies of Public Records, Black & White, 8X11, 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		Time and Materials
5) Attorney Review		at cost
B. <u>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
D. <u>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, per page, letter size</u>		
	\$	2.00
G. <u>Notice Posting. For non-payment of lease or moorage</u>		
	\$	50.00
H. <u>Failure to Register. For research related to unregistered boats</u>		
	\$	25.00
I. <u>Returned Check Fee</u>		
	\$	50.00
J. <u>Per Annum Interest Rate. Applied to past due accounts</u>		
		18%
K. <u>POV Mileage Reimbursement Rate (IRS)</u>		
		Current
L. <u>Impound Seizure Fee. Vessel impounding</u>		
	\$	750.00
M. <u>Events on Port Property</u>		
1) Boardwalk Retail, per day	\$	315.00
2) Boardwalk Retail / Parking Lot, per day	\$	630.00
3) Kite Field, per day	\$	315.00
4) RV Park Picnic Area, per day	\$	131.25
5) Parking Lot behind Port Office	\$	315.00
6) Parking Lot at Boat Wash	\$	315.00
7) Saturday Market, per vender	\$	10.50
8) Car Shows, per vehicle	\$	5.25
N. <u>Impound Seizure Fee. Car / Truck / Trailer/ RV, plus tow fee</u>		
	\$	250.00
O. <u>Background Check</u>		
	\$	25.00
P. <u>Credit Check</u>		
	\$	35.00
Q. <u>Waiting List Application</u>		
	\$	75.00
1) Annual Renewal	\$	25.00
R. <u>Transfer List</u>		
	\$	25.00

**PORT OF BROOKINGS HARBOR  
RATES  
JULY 1, 2021 to JUNE 30, 2022**

**Section 8. Insurance Certificate Limits**

Effective July 1, 2021. 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 .....	\$	2,000,000.00
2) Damage to Rented Premises (each occurrence) .....	\$	300,000.00
3) Medical Expenses (any one person) .....	\$	5,000.00
4) Personal and Adverse Injury .....	\$	2,000,000.00
5) General Aggregate .....	\$	2,000,000.00
6) Products - Comp/Op Aggregate .....	\$	2,000,000.00

B. Moorage & Transient Vessels - ***Marine-Watercraft with Wreck Removal Policy and Port additional insured***

1) Commercial Vessels		
a. Marine/Watercraft General Liability* .....	\$	500,000.00
*Coverage to include wreckage removal and fuel spill liability		
2) Recreational Vessels		
a. Marine/Watercraft General Liability* .....	\$	500,000.00
*Coverage to include wreckage removal and fuel spill liability		
3) Charter / Guide Vessels		
a. Marine/Watercraft General Liability* .....	\$	500,000.00
*Coverage to include wreckage removal and fuel spill liability		

## **ACTION ITEM – D**

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**DATE:** April 6, 2021  
**RE:** Port Employee Health Care Plan Application Renewal  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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### OVERVIEW

- Special Districts Insurance Services (SDIS) provides Port employees their health care plan.
- Health care will increase by 10.5% for the 2021 plan year.
- Port staff requested a review of other insurance plans for equal benefits at a lower price. Only one plan was lower, but SDIS continues to provide superior benefits for the employees. Our employees continue to appreciate the current SDIS plan and request to continue with the current plan for 2021 plan year.

### DOCUMENTS

- 2021 SDIS Insurance Contract and Plan, 11 pages

### COMMISSIONERS ACTION

- **Recommended Motion:**  
Motion to approve SDIS Employee Health Care Plan for the 2021 plan year and allow Port Manager to sign the contract.

Dear Valued District Member,

Enclosed please find your 2021 renewal with the Special Districts Insurance plan.

The medical/rx plan requires an overall 10.5% renewal increase for the 2021 plan year. (Our plans are demographically rated, so the actual renewal increase to your plan may be higher or lower, depending on your plan enrollment.)

We'd like to offer a few comments about the needed renewal increase:

- We're including a graph of the plan's incurred loss ratio. The picture is better now than at this time last year, so utilization is trending in the right direction, and we hope it continues. Note that the optimal result is between 90-100%. as an average.
- Large claims and high-cost drug therapies continue to have a material effect on the plan.
- **NOTE:** There are no changes to the plans or reductions in coverage, as is typical with other small group plans.

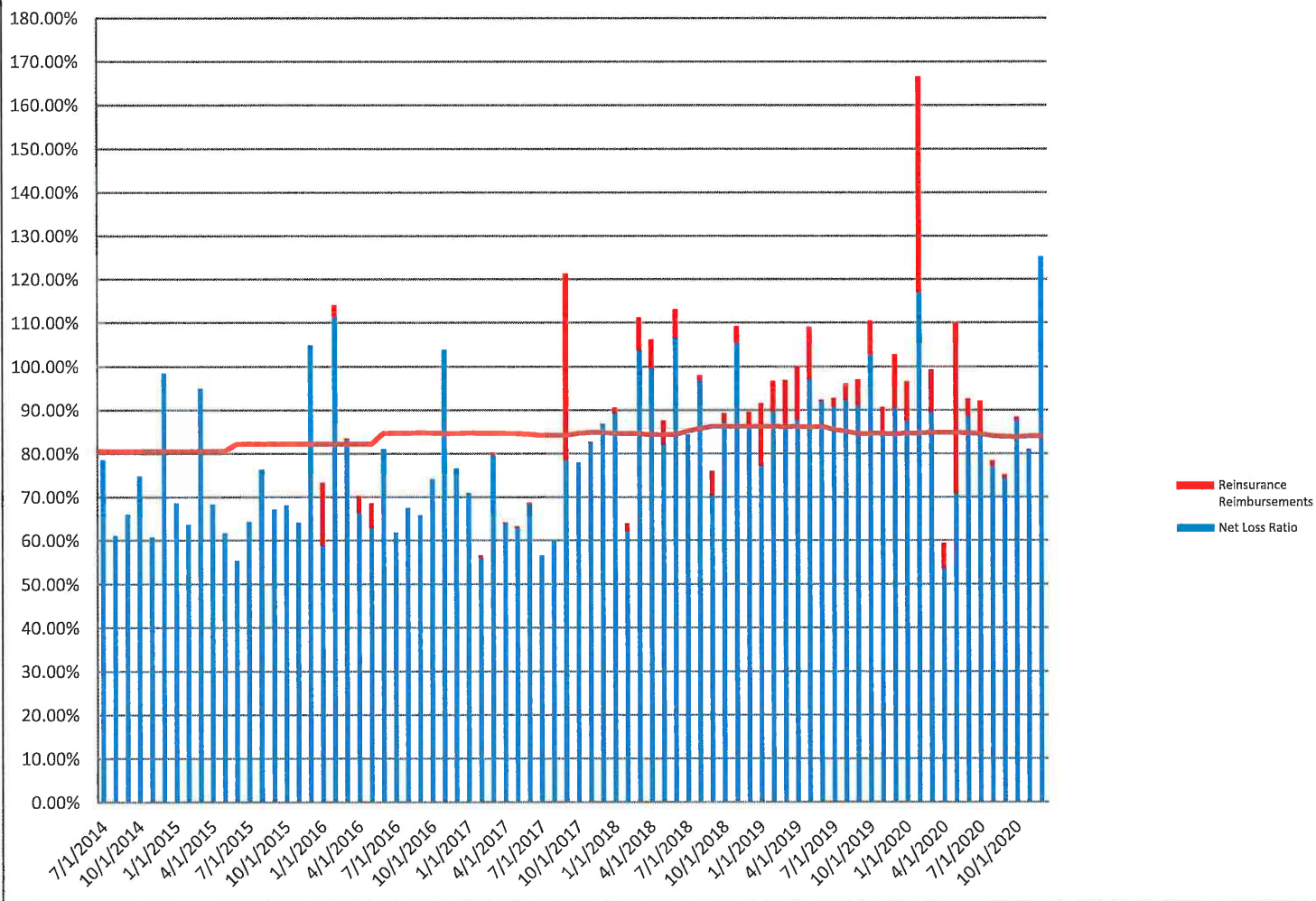
This renewal packet contains your district's health plan renewal. **NEW for 2021:** The prescription drug plan will be managed by Regence! This means members will have only one customer service number to use when asking questions about your medical or pharmacy plan or claims. Look for more details on this change and the transition as we get closer to 7/1/2021.

In addition to the above transition, we're excited to share information about these additional renewal enhancements:

1. **Cascade Centers EAP:** All members covered by our medical/rx plan will now have access to services offered by Cascade Centers at **no additional charge!** See enclosed flyer detailing the dates for an orientation to services (via webinar) scheduled in July. Register to attend.
2. **Additional Life and AD&D Insurance:** All districts that participate in a SDIS program are eligible to participate in our NEW voluntary life and AD&D plan.
3. **Delta Dental plans:** Effective 7/1/21, preventive services will no longer reduce the annual plan maximum, leaving more of your dental benefit available each year for other needed services.

Thank you for your partnership, and the confidence you've placed in Special Districts as your health plan of choice.

### SDIS - Medical/Rx/Vision/Dental Loss Ratio - (Incurred & Trended)



Quote February 18, 2021 for rates effective July 1, 2021

The premiums shown below are based on census data submitted with your proposal request. Final rates may vary if actual enrollment differs from the original census.

Minimum Employer Contribution Requirement: 75% employee & 0% dependent OR 50% employee & 50% dependent.

Minimum Participation Requirement: 75% of eligible employees & 75% of eligible dependents.

The premiums below will require review if the effective date is after: July 1, 2021

Census Counts					
	Employee Only	Employee + Spouse	Employee + Family	Employee+ Child(ren)	Total
Subscribers	8	1	0	0	9

Medical Benefit Options Available					
Plan	Employee Only	Employee + Spouse	Employee + Family	Employee+ Child(ren)	Total Monthly Premium
Blue PPO II	\$978.81	\$1,957.61	\$2,789.60	\$1,810.79	\$9,788.09
Blue PPO II-A	\$934.10	\$1,868.20	\$2,662.19	\$1,728.09	\$9,341.00
Blue PPO III	\$896.45	\$1,792.91	\$2,554.89	\$1,658.44	\$8,964.51
Blue PPO IV	\$832.93	\$1,665.85	\$2,373.84	\$1,540.91	\$8,329.29
Blue PPO V	\$802.34	\$1,604.67	\$2,286.66	\$1,484.32	\$8,023.39
Blue PPO VI	\$764.69	\$1,529.38	\$2,179.37	\$1,414.68	\$7,646.90
Blue PPO VII	\$741.16	\$1,482.32	\$2,112.31	\$1,371.15	\$7,411.60
Red PPO C	\$884.69	\$1,769.38	\$2,521.36	\$1,636.67	\$8,846.90
Red PPO D	\$851.75	\$1,703.49	\$2,427.48	\$1,575.73	\$8,517.49
Red PPO E	\$790.57	\$1,581.14	\$2,253.13	\$1,462.56	\$7,905.70
Red PPO F	\$755.28	\$1,510.56	\$2,152.55	\$1,397.27	\$7,552.80
Red PPO H	\$712.93	\$1,425.85	\$2,031.84	\$1,318.91	\$7,129.29
Red PPO J	\$691.75	\$1,383.50	\$1,971.49	\$1,279.74	\$6,917.50
Red PPO K	\$672.93	\$1,345.86	\$1,917.84	\$1,244.92	\$6,729.30
Red PPO L	\$649.40	\$1,298.80	\$1,850.78	\$1,201.39	\$6,494.00
HSA #1	\$590.58	\$1,181.15	\$1,683.14	\$1,092.57	\$5,905.79

Dental Benefit Options Available					
ODS Premier Network	Employee Only	Employee + Spouse	Employee + Family	Employee+ Child(ren)	Total Monthly Premium
Constant Dental Plan (Option I)	\$52.49	\$95.26	\$138.12	\$99.77	\$515.18
Incentive Dental Plan (Option II)	\$56.61	\$103.63	\$150.60	\$107.71	\$556.51
Willamette Dental-Ortho Included					
WDG Standard Plan (Option III)	\$46.65	\$91.60	\$140.45	\$94.55	\$464.80
WDG Standard Plan (Option IV)	\$57.75	\$113.30	\$173.75	\$117.05	\$575.30

Current Rate					
Plan	Employee Only	Employee + Spouse	Employee + Family	Employee+ Child(ren)	Total Monthly Premium
Med	\$699.21	\$1,398.42	\$1,992.75	\$1,293.54	\$6,992.10
Dental	\$51.46	\$93.39	\$135.41	\$97.81	\$505.07



**2021 SDIS Life & Disability Plans with Standard**

The rates for the Life/AD&D plans as well as the STD plans are charged on a Per Employee Per Month (PEPM) basis. The LTD plans rates are charged as a percent of covered payroll.

**Life /AD&D Plans**

	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>	<b>Option 4</b>
Life/AD&D Schedule	\$10,000	\$20,000	\$50,000	1 X Annual Salary
<b>Rates- PEPM</b>	<b>\$2.37</b>	<b>\$4.73</b>	<b>\$11.84</b>	<b>\$12.08</b>
Dependent Life	\$5,000	\$5,000	\$5,000	\$5,000
<b>Rates-PEPM</b>	<b>\$1.81</b>	<b>\$1.81</b>	<b>\$1.81</b>	<b>\$1.81</b>

**Short-Term Disability Plans**

	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>	<b>Option 4</b>	<b>Option 5</b>	<b>Option 6</b>
STD Plan	\$100 per week	\$100 per week	\$200 per week	\$200 per week	60% to \$900 per week	60% to \$900 per week
Duration	Up to 90 days	Up to 180 days	Up to 90 days	Up to 180 days	Up to 90 days	Up to 180 days
<b>Rates- PEPM</b>	<b>\$4.86</b>	<b>\$6.68</b>	<b>\$9.68</b>	<b>\$13.35</b>	<b>\$20.70</b>	<b>\$24.84</b>

**Long-Term Disability Plans**

	<b>Option 1</b>	<b>Option 2</b>
LTD	60% to \$5000	60% to \$5000
Elimination Period	90 Days	180 Days
Benefit Duration	SSNRA	SSNRA
<b>Rates- PEPM</b>	<b>0.525% of covered payroll</b>	<b>0.415% of covered payroll</b>

All LTD participants are also covered by Standard's EAP program.

**Note:** A current census is required to confirm the monthly premium for a LTD proposal.

# Flexible points of access

A benefit for you and your family members provided by Special Districts Insurance Services (SDIS)

**Instant access to your mental wellbeing benefits**

- Phone access to master's level counselors 24/7/365
- Face to Face counseling referrals nationwide
- Live video counseling nationwide
- Live online chat
- Instant text support
- Online scheduling
- Cascade Centers' phone app
- Interactive member website

**Register for an EAP Orientation to learn more!**

**Monday, July 12th 12pm-12:30pm**

**Wednesday, July 14th 9am-9:30am**

**Tuesday, July 20th 3pm-3:30pm**

**call: 800-433-2320**

**text: 503-850-7721**

**online: [cascadecenters.com](http://cascadecenters.com)**

**email: [info@cascadecenters.com](mailto:info@cascadecenters.com)**

**SDIS** Special Districts Insurance Services

**Cascade Centers**



**SDIS Benefits Plan Renewal Contact**

**Rey Perez, The Partners Group**

**503-941-4367    rperez@tpgrp.com**

**2021 Agent Renewal Notification**



**We are pleased to provide you with your 2021 SDIS Benefit Plan renewal packet(s).**

**IMPORTANT  
RENEWAL DECISIONS MUST BE RECEIVED NO LATER THAN  
Friday, June 4, 2021**

**Fax or e-mail the renewal confirmation to Shelly Barker.**

**TOLL-FREE: 800-285-5461    PHONE: 503-371-8667    FAX: 503-371-4781**

**PO Box 12613    Salem OR 97309-0613**

**DON'T MISS OUR NEW BENEFIT!!**

**VOLUNTARY LIFE AND AD&D INSURANCE IS NOW  
AVAILABLE TO ANY DISTRICT THAT IS ALSO ENROLLED IN  
THE BASIC LIFE PLAN WITH SDIS**

**Employee Voluntary Life Plan Highlights:**

- Benefit Schedule: Increments of \$10,000
- Maximum Benefit: \$300,000
- Minimum Benefit: \$10,000
- AD&D available as an option, but if purchased, must match the life benefit

**Spouse Voluntary Life Plan Highlights:**

- Only available if employee is participating
- Benefit Schedule: Increments of \$10,000
- Maximum Benefit: \$50,000
- Minimum Benefit: \$10,000
- AD&D available as an option, but if purchased, must match the life benefit

**DON'T MISS THIS!!!**

**IMPORTANT!!!**

**ALL AMOUNTS OF LIFE INSURANCE WITH  
A **7/1/2021 EFFECTIVE DATE** ARE **GUARANTEED ISSUE** FOR ALL  
ELIGIBLE EMPLOYEES & THEIR SPOUSES**

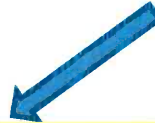
See renewal packet for rates and enrollment form

**Master Application Instructions for 2021**

**NO CHANGES? 3 STEPS**

1. Add district name- see Page 1, General Information
2. Check YES box- see Page 1, General Information

**Renew ALL Coverages AS-IS?**  Yes  No



3. Add contact information and sign – see Page 3, Contact Information

Any district making changes to their coverage options, please fully complete and sign the application.

**Adding the NEW voluntary life plan??**

**MARK THIS BOX AT THE BOTTOM OF PAGE 2:**

Voluntary Supplemental Life Insurance

***NOTE: SDIS must receive an individual enrollment form from each enrolling employee. Please submit all completed forms for your district to SDIS by May 1, 2021.***

***We also recommend giving a copy of each enrollment form to your payroll department so that they may initiate payroll deductions for participating employees for coverage beginning 7/1/2021.***

**Please return all Master Applications by May 1  
to Shelly Barker at Special Districts.**

**[sbarker@sdao.com](mailto:sbarker@sdao.com)**

# SPECIAL DISTRICTS INSURANCE SERVICES

Master Application and Renewal Confirmation Form for Group Benefit Coverage: 2021



## GENERAL INFORMATION

**Legal Name of Employer:** Port of Brookings Harbor  
Business Street Address: 16330 Lower Harbor Road  
City: Brookings Zip Code: 97415 County: Curry  
Billing Address (if different than above): PO Box 848  
City: Brookings State: Oregon Zip Code: 97415  
Phone No.: ( 541 ) 469-2218 Fax No.: ( 541 ) 359-3999  
E-Mail Address: accounts@portofbrookingsharbor.com  
Type of District: Port/Municipal Federal I.D. No.: 93-6013807 SIC No. 9199  
Name of Contact: Gary Dehlinger Title: Port Manager

**Renew ALL Coverages AS-IS?**  Yes  No

If you checked **Yes** to Renew ALL coverage AS-IS, please proceed to page 3 and complete Contact Information

Internal Use Only:

Regence Group#: \_\_\_\_\_ Delta Dental Group#: \_\_\_\_\_ SDIS Group#: \_\_\_\_\_ WVD Group#: \_\_\_\_\_

## EXISTING INSURANCE INFORMATION

Workers Compensation / State Industrial Carrier: \_\_\_\_\_ Policy No.: \_\_\_\_\_

Are you replacing existing **group** insurance?  Yes  No Carrier: \_\_\_\_\_ Group No.: \_\_\_\_\_

## PLAN INFORMATION

The requested **effective date** for the policy is \_\_\_\_\_, 2021

**Hours** per week employees must work to be eligible for benefits: \_\_\_\_\_ hours per week (17.5 to 30 hrs.)

Probationary Period - New Employees are eligible for coverage the first of the month following:  Date of hire  30  60 days

If probationary period is "Date of hire", is an employee hired on the first calendar day of the month eligible that same day?  Yes  No

In addition to same-sex domestic partner coverage, employer would like to offer opposite-sex domestic partner coverage  Yes  No

**Employer contribution** toward employee premium (percent): Employee: \_\_\_\_\_ % Dependent: \_\_\_\_\_ %

**Minimum Contribution Requirements:** 75% employees & 0% dependents -OR- 50% employees & 50% dependents

**Minimum Participation Requirements:** Dental Only – 100% of eligible employees & 75% of eligible dependents

Medical or Medical/Dental – 100% of eligible employees & 75% of eligible dependents if less than 5 employees

75% of eligible employees & 75% of eligible dependents if 5 or more employees

Those employees that waive due to other group coverage are excluded from participation requirements.

Does your group have an HRA or HSA?  Yes  No If yes, what does the employer contribute to the account: \$ \_\_\_\_\_

What is the name of your current health & dental insurance company? Health \_\_\_\_\_ Dental \_\_\_\_\_

## PROBATIONARY PERIOD AND PEOPLE TO BE INSURED

**Applications must be submitted for all employees and dependents to be insured.**

\_\_\_\_\_ Total number of employees (include those who do not qualify for coverage)

- \_\_\_\_\_ Number of On-Call, Temporary, Substitute, Leased, and Seasonal employees

- \_\_\_\_\_ Number of employees who do not qualify due to working less than minimum hours

- \_\_\_\_\_ Number of employees who do not qualify due to eligibility waiting period requirement

- \_\_\_\_\_ Number of employees waiving coverage due to other group coverage (must submit waivers)

= \_\_\_\_\_ Total actual number of eligible employees to be insured



Employees on continuation of coverage: Applications must be submitted for all employees on continuation.

NAME	CONTINUATION EFF DATE	QUALIFYING EVENT
_____	_____	_____
_____	_____	_____
_____	_____	_____

**BENEFIT PLANS REQUESTED**

**REGENCE MEDICAL**  Yes  No If yes, choose a plan, or plans below.

Single Option  Dual Option (Available to groups with a minimum of 10 participating employees, with no less than three on a plan.)

**Blue Options – Packaged**

- PPO II – \$200 deductible
- PPO IIA – \$300 deductible
- PPO III – \$500 deductible
- PPO IV – \$1,000 deductible
- PPO V – \$1,500 deductible
- PPO VI – \$2,000 deductible
- PPO VII – \$2,500 deductible

**Red Options – Packaged**

- PPO C – \$300 deductible
- PPO D – \$500 deductible
- PPO E – \$1,000 deductible
- PPO F – \$1,500 deductible
- PPO H – \$2,000 deductible
- PPO J – \$2,500 deductible
- PPO K – \$3,000 deductible
- PPO L – \$5,000 deductible

**HSA Plans**

- HSA 1 – \$3,000 deductible

All Blue, Red and White medical plans include pharmacy, acupuncture/chiropractic, vision and Telehealth/MDLive.  
All HSA plans include pharmacy, vision and Telehealth/MDLive.

**DELTA DENTAL PLAN OF OREGON DENTAL**

Yes  No If yes, choose a plan below.

- Constant Dental Plan Preventive, \$25 deductible, \$1500 annual maximum
- Incentive Dental Plan Incentive, \$0 deductible, \$1500 annual maximum

NOTE: A minimum of 10 employees must be enrolled to elect "dental only" coverage.

**DELTA DENTAL PLAN OF OREGON DENTAL ORTHODONTIA**

Yes  No

- Ortho 1500 – 50% to \$1500 annual max, no age limit – Only available to employers with 15 or more enrolled employees

**WILLAMETTE DENTAL GROUP PLANS**

Yes  No If yes, choose a plan below

- Standard Dental Plan \$15 General Office Visit Copay, \$0 Deductible, No Annual Maximum, Orthodontia Co-Pay \$2,500
- Enhanced Dental Plan \$15 General Office Visit Copay, \$0 Deductible, No Annual Maximum, Orthodontia Co-Pay \$1,500

Underwritten by Willamette Dental Insurance, Inc. 6950 NE Campus Way, Hillsboro, Oregon, 97124

**LIFE & DISABILITY**

Yes  No

**Group Life Insurance**

- Option I - \$10,000
- Option II - \$20,000
- Option III - \$50,000
- Option IV – 1 x's Salary
- Dependent Coverage
- Voluntary Supplemental Life Insurance

**Short Term Disability**

- Option I  Option IV
- Option II  Option V
- Option III  Option VI

**Long Term Disability**

- Option I
  - Option II
- Select only one (applies to Long Term Disability only):**
- Employer pays 100% of premium
  - Employer pays 0% of premium
  - Employer & Employee share premium

## Termination of Coverage

Terminate the following coverage at renewal:  Medical  Dental  All Lines of Coverage  
 Other: \_\_\_\_\_

Reason: \_\_\_\_\_ Name of New Carrier: \_\_\_\_\_

### DOCUMENT DISTRIBUTION

**Electronic copy:** An electronic copy of your member Summary Plan Description (SPD) and summary (SBC) will be emailed to you once your group has been processed. This searchable format can also be saved to your intranet or computer system for employee access.

### IMPORTANT INFORMATION

**Affordable Care Act** – For more information on the following brief guidelines, consult with your legal or tax advisors for advice.

- **Probationary** waiting periods cannot exceed 60 calendar days. Groups may select first of the month following 1, 30, or 60 calendar days.
- Groups that have eligibility and benefit packages that favor highly compensated employees may face a penalty. You can offer coverage to all employees that meet your hourly requirement and probationary waiting period **or** conduct IRS **nondiscrimination** testing. Groups must set their hourly requirement at no more than 30 hours per week.
- **Medical plan packages** are packaged with ancillary benefits such as vision.
- **Pediatric** vision and **pharmacy** are required essential health benefits (EHB) for employers and are now in medical coverage.
- **Domestic partners** that meet certain criteria are eligible dependents. If not registered with a state, a signed affidavit must be submitted with the enrollment application.

### SIGNATURE – PLEASE READ CAREFULLY

- I understand that eligibility standards must be adhered to for all employees, dependents, and owners. I agree to make all coverage options available to all eligible employees and dependents that satisfy eligibility requirements.
- If I submit my materials after the 10<sup>th</sup> of the prior month, my employees may not receive Member ID Cards before they are effective.
- I understand that I am agreeing to a 12 month contract period for the insurance coverage I have elected for my district.
- I understand that to participate in the SDIS insurance program I must agree to sign the Joinder of Trust Agreement to become a member of Special Districts Insurance Services Trust.

## CONTACT INFORMATION

### DISTRICT REPRESENTATIVE

Signature by: \_\_\_\_\_ Date: \_\_\_\_\_

Name (please print): Gary Dehlinger Title: Port Manager

### PRODUCER OF RECORD

Signature by: \_\_\_\_\_ Date: \_\_\_\_\_

Producer: Rick R. Gray Producer No.: 6257556

Agency Address: PO Box 1122, Brookings, OR 97415

Phone No. (541) 469-7000 Fax No. (541) 469-7011 E-mail: rick@sealrockfinancial.com



## INFORMATION ITEM – A

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**DATE:** April 6, 2021  
**RE:** Roy Davis Memorial Fund Update  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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### OVERVIEW

- Will provide an update on the amount raised as of April 6, 2021 and suggestions of type and location of memorial.

### DOCUMENTS

- None

## INFORMATION ITEM – B

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**DATE:** April 6, 2021  
**RE:** Regular Commissioner Meeting April 20, 2021  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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### OVERVIEW

- Our Regular Commissioner Meeting on April 20, 2021 will be cancelled due to a scheduling conflict with the League of Women Voters Port Commission candidate forum from 6-7:30pm.

### DOCUMENTS

- None

## INFORMATION ITEM – C

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**DATE:** April 6, 2021  
**RE:** Special Commissioner Meeting April 13, 2021  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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### OVERVIEW

- Tentatively scheduled a Special Commissioner Meeting on April 13, 2021 at 6pm if the Pacific Seafood Consent to Assignment Agreement and Amended and Restated Lease documents are ready for Board approval. It is likely this meeting will be cancelled.

### DOCUMENTS

- None

## INFORMATION ITEM – D

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**DATE:** April 6, 2021  
**RE:** Special Commissioner Meeting April 29, 2021  
**TO:** Honorable Board President and Harbor District Board Members  
**ISSUED BY:** Gary Dehlinger, Port Manager

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### OVERVIEW

- Tentatively scheduled a Special Commissioner Meeting on April 29, 2021 at 2pm to review and approve FEMA DR-4432 and DR-4452 Planning & Permitting Phase 1.
- Jack Akin/EMC Engineers & Scientists will present the FEMA Project at this meeting. Presentation documents for this meeting should be available on or before April 28.

### DOCUMENTS

- None