

PORT OF NEWPORT REGULAR MONTHLY COMMISSION MEETING AGENDA

AMENDED

Tuesday, August 24, 2021, 6:00 p.m.
Microsoft Teams
Newport, OR 97365

This will be a virtual meeting, which means you can attend by registering or you can view the live stream of this meeting on our website: <https://www.portofnewport.com/2021-08-24-commission-meetings-2021-august-24-2021-6-00-p-m>

Anyone interested in making public comment must complete the form on our website and submit it by 11:00 am on Monday, August 23, 2021: <https://www.portofnewport.com/2021-08-24-commission-meetings-2021-august-24-2021-6-00-p-m>

- I. Call to Order
- II. Changes to the Agenda
- III. Public Comment (3-minute limit per person)
- IV. Consent Calendar
 - A. Minutes 2021
 - 1. Joint Council and Commission Meeting June 28.....Page 3
 - 2. Regular Commission Meetingg July 30.....Page 12
 - B. Financial Reports.....Page 18
 - C. NOAA Power Pedestal Supplemental Lease Agreement - SLA #27.....Page 34
- V. Old Business
 - A. Items Removed from Consent Calendar
 - B. Accounts Paid..... Page 44
 - ~~C. Assignment and Amendment of Lease for Newport Marina Store and Charters— documents to follow at a later time. — Miranda~~
 - C. Approval of a Sublease for a Hatfield Café (operated by Ultralife) at..... Page 59
OSU - Miranda
- VI. New Business
 - 1. Approval of New Financial System - Brown..... Page 60
- VII. Staff Reports
 - A. General Manager - Miranda..... Page 63
 - 1. Director of Finance & Business Services - Brown..... Page 84
 - a) July Occupancy Report..... Page 89
 - 2. Director of Operations - Bretz..... Page 91
- VIII. Commissioner Reports/Comments
- IX. Calendar/Future Considerations 2021
Regular Commission Meeting Sept 28
- X. Public Comment (3-minute limit per person)
- XI. Adjournment

- EXECUTIVE SESSION: The Port of Newport Board of Commissioners may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

Regular Monthly Meetings are scheduled for the fourth Tuesday of every month at 6:00 pm.

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June 28, 2021
5:00 P.M.
Newport, Oregon

**JOINT CITY COUNCIL AND PORT OF NEWPORT
COMMISSION WORK SESSION**

The Newport City Council and Port of Newport Commission met on the above date and time in the Council Chambers of the Newport City Hall. On roll call, Goebel, Hall, Botello, Jacobi, Parker, Collett, and Sawyer were present. Port Commissioners Jim Burke, Gil Sylvia, Walter Chuck, Jeff Lackey, and Kelley Retherford were present.

Staff in attendance was Spencer Nebel, City Manager; Peggy Hawker, City Recorder/Director of Special Projects; Chris Janigo, Acting City Engineer; Mike Cavanaugh, Parks and Recreation Director, and David Allen, City Attorney. Port staff in attendance was General Manager Paula Miranda, Administrative Assistant Karen Hewitt, Director of Operations Aaron Bretz, and PR Specialist Angela Nebel.

DISCUSSION ITEMS

Legislative Update. Rep. David Gomberg stated this year working through a legislative session was remarkable in so many ways. He noted it was remarkable because the Capital building has been closed. He indicated the Legislature has had to struggle with how to manage the people's business remotely, and keep people involved in the process. He added the Legislature went to remote meetings and found more people testified in front of Legislative committees this year than in any previous session, perhaps because they did not have to drive to Salem.

Gomberg reported the Legislature had some issues on the front doorsteps with people unhappy with policies as they evolved. He stated they tried to enter the building, which led to a confrontation with State Police. He noted that was a sad day. He added the Legislature has been working through a real roller coaster of a state budget. He indicated at the beginning of the year, the Legislature thought people aren't working and businesses are closed, so there will not be income taxes, business taxes, or lottery income, meaning the budget would be in a free-fall.

Gomberg reported as the year unfolded, the Legislature learned people who are doing well in Oregon are continuing to do well, and people who are not doing well are getting an unprecedented degree of support from the state and federal government. He stated at the end of the day, the Legislature had more money than expected, particularly when the federal government added \$2.6 billion. He noted that allowed the Legislature to balance the state budget. He indicated they were able to put money into healthcare, education, transportation, and public safety. He added the first draft of the budget had a recommendation to cut small business development centers by 40 percent.

Gomberg reported he chairs the committee that handles that budget, and he made sure they got out of the session intact because they are doing heroic work for small businesses on the central Coast. He stated by the time the budget got out, not only were they funded at current level, but also the Legislature was able to increase their budget by 25 percent next biennium. He explained the history of Newport's dam replacement funding. He noted the Legislature passed the Capital Construction Bill, which included replacing failing water tanks in Waldport, connecting the Port of Toledo to the sewer system, improvements to the Toledo aquatic facility, a new fire station in east Lincoln

County, Port of Depoe Bay docks repairs, improvements to the Lincoln City Cultural Center, a new welcome center in Lincoln City, funding for the Siletz Tribal Heritage Center, and improvements to the Aquarium.

Gomberg reported Newport needed \$4 million for its dam project. He stated he wanted to go beyond planning and permitting, and changed the proposal to \$14 million, which was approved. He noted totaling the numbers, there is \$50 million for projects in Lincoln County. Nebel stated he appreciated Gomberg's ongoing efforts on the dam. He noted that is going to really jumpstart this project. Miranda noted the Port of Newport has capital improvements on the horizon in the next couple of years. Jacobi asked for a ballpark figure for job creation. Gomberg replied all of these projects will create jobs and sustain jobs. He noted the Siletz project will generate more than 170 jobs. Goebel asked what \$14 million will buy. Nebel replied that will cover design work, permitting work, and auxiliary things such as construction of access roads. He noted the city is working through those issues. He indicated there will be a meeting with Council to discuss a specific plan as soon as the Governor signs the bill. Goebel confirmed the city is pursuing federal grants as well. Sawyer thanked Gomberg for his advocacy.

Overview of the Port of Newport - Paula Miranda. Miranda reported ports in Oregon are created in ORS 777, and that stipulates everything they can do and not do. She stated port services tend to be based on the community it serves. She noted sometimes a community focuses on vessels, or harbors, or rivers. She indicated services can be recreational, commercial, or cargo. She added ports also have airports, train terminals, and power generating facilities.

Miranda reported some ports don't have water like the Port of Tillamook Bay, which has industrial parks and an airport. She stated, typically, ports are very active in economic development. She noted there could be warehouses. She indicated the Port of Newport can't do it all, but has to pick what's important to the community. She added ports are usually managed like a corporation even though they are a public entity.

Miranda reported the Port operates for the public good, but they have to make money in order to provide services. She stated one percent of funds come from property taxes. She noted nine percent comes from bonds that will eventually be terminated. She indicated looking at a \$15-20 million budget, that is talking about a lot of business activity. She added in order to do more, the Port would have to raise fees and other things it is trying to avoid. She explained the Port is trying to do the best for the businesses of the community as well.

Miranda reported the Port was created May 26, 1910. She stated the Port encompasses 59 square miles, and that goes from Otter Rock to Seal Rock. She noted the Port's mission is to build and maintain waterfront facilities, promote Port projects and programs in corporation with other community organizations and businesses that will retain and create new jobs that will increase community economic development. She indicated the Port's vision is that the Port will serve as the premiere Oregon Coast port for the commercial fishing fleets, for recreational fishing and tourism, ocean observation, and marine research. She added the Port will be one of the top two Oregon Coast ports for waterborne commerce while protecting and enhancing the beauty and integrity of the natural environment. She overviewed maps of the Port's properties. She pointed out the Port does all of its work with 24 employees and five commissioners.

Goebel noted he has attended several Port meetings, and there has been discussion about reengineering Port Dock 7. Miranda confirmed those discussions are ongoing. She explained every year the dock keeps slipping away. She noted they lost another 66 feet of it, and the Port has lost 400 feet of dock since the '80s. She stated that makes it more difficult to mitigate and recreate the dock. She added the Port has done some work so that it is able to keep what it has until it is able to reconstruct the dock. She indicated the main goal this year is to do some planning.

Miranda reported the Port has budgeted money for design and permitting, and is working with its grant writer to get funds for planning for the dock. She stated they believe it would be \$15-18 million to reconstruct. She noted, meanwhile, they are working with the Army Corps of Engineers to create a dredge channel through the commercial area. She indicated they are looking from \$3-10 million for that project, and the Corps would fund that and maintain the channel. She added that will help with Port Dock 7.

Miranda reported right now, the Port turns people away all the time. She noted they don't have space for everyone, and every new fish season, they have new vessels coming in. She explained that causes frustrations for locals. Parker asked how the ice plant is going. Miranda replied the ice plant is not the Port's property, but they have a lease with them because they have dredge material there. She noted, eventually, the Port will remove that. Parker clarified the pier across from Ripley's will not be an ice plant.

Urban Renewal Update - Spencer Nebel. Nebel reported when the city established the Northside District, one request was to consider a district for the international terminal. He stated McLean Point Urban Renewal District has a very narrow focus, the extension of sewer, storm drainage, and other utility upgrades, and street improvements to help facilitate the use of that property. He explained the revenue Urban Renewal gets is an increment of the growth of taxes from the time the district was established in 2015 to the taxable value of today. He indicated this is a key district that at some point, will play a role in extending sewer to this area. He added this district exists at the request of the Port.

Nebel reported South Beach has been one of the city's major Urban Renewal districts, and the city is reaching the end of that district. He explained the Urban Renewal Agency has hired consultants to plan for the final projects. He stated one of the key things being looked at in South Beach is the need for additional service- and retail-type businesses in South Beach. He noted starting in July, the city will be doing a virtual meeting for input. He suggested if the Port has thoughts or ideas for the conclusion of the South Beach District, to convey any specific things in the near future so the city can incorporate those thoughts into the final plan for this district. He added the city has to commit projects by 2025, and they have to be completed by 2027.

Business Recruitment to the International Terminal - Paula Miranda. Miranda reported during COVID not much happened. She noted ports that have cargo business had to close. She stated the Port did some research on what could work here, worked to get a marketing report, and tried for grant. She indicated this is still in the budget. She added, meanwhile, she is working with a couple of companies on the forestry side of things.

Miranda reported that is a tough area to get cargo business. She explained in '90s when Newport had cargo business, those vessels were smaller and had less of a draft need. She stated nowadays those small vessels are discontinued. She noted only the entrance to the Bay is 40 feet deep, but the channel is around 30 feet. She indicated the Port keeps its berths around 40 as well.

She added finding vessels who can come here at 30 feet is very difficult. Miranda reported the height of the bridge causes issues as well. She stated the Port looked at cruises, but that was hard hit by COVID. She noted the smallest cruise vessels are still too big to get under the bridge. She explained when the vessels get too small they have a hard time bringing passengers in and out of the Pacific Ocean. She indicated she does have a couple of customers she is working with, and, hopefully, they can make something work. She added once conversations get to a point near reality, then the Port will have to involve existing users and the city.

Miranda reported the Port does not have a train track. She noted most cargo companies look at draft and trains. She explained the Port needs to determine what OSU is going to do with their bid for Wave Energy. She added they have had conversations with a couple different contractors who would like to use the Port's terminal. Hall asked how deep is Astoria's port. Miranda replied in general the Columbia Gorge is dredged 45 feet. Sawyer noted cruise ships could use a tender to bring tourists into Newport, but the journey would be very rocky and people will not want to come into Newport because of that. He stated there was discussion on taking agricultural products from the Valley on smaller vessels out to a large barge and out to sea.

Botello asked what would the Port like to see in Transportation System Plan update regarding cargo or anything else. Miranda reported she met with longshore folks and their lobbyist, got a list of people that she thought the Port could work with, and reached out to lobbyists in Salem for transporting farm goods. She noted that was not the right time. She indicated now things are opening again, it may be time to revisit those folks and see what works. She stated transportation-wise, there is a new rail being built with Connect Oregon money in the Valley that could help with some of that. She added just because there is a need, doesn't mean the Port is ready.

Goebel asked for an update on the tall ships. Miranda replied they are very interested in coming on an annual basis. She stated they are discussing next summer bringing four vessels here for four days. She added she sees that as opportunity to showcase the Port and Newport and attract a lot of people.

Status of Port Leases at the International Terminal - Paula Miranda. Miranda reported the Port has nine acres as an area for development, and everything else is private property. She explained how property owners and the community are trying to enhance the blue economy, any business related to water. She noted the Port placed a lot of dredge material on the property, and there was a lease with the Port that eliminated property taxes. She explained the private property owners have requested the Port remove that material. She indicated that will cost a couple hundred thousand to remove, and the Port has that budgeted. She added the moment that property lease is terminated, it goes back into the tax roll. She stated she has not heard any particulars about a project for the area. She noted they will continue discussing any opportunities to work together.

Mitigation of Marine Debris from Port Properties - Councilor Parker. Parker reported the Port is aware of the effects of marine debris on the fishery and economics of this community, which are heavily invested in fisheries. He suggested the city partner with the Port to put in some passive marine debris collection devices that have been working really well in western Australia. He stated they are called seabin. He

indicated Seabinproject.com is the website. He explained 860 are deployed in boat basins, sit along the tidal waterline, and then small debris is captured in a non-mechanized way. He added they have captured 2 million kilograms of marine debris.

Parker reported the bins are only a few hundred dollars each and designed by a fisherman. He stated potentially, the city could use Urban Renewal money to help the Port purchase a few as a pilot, one on both sides of the marina. He added they also have passive storm drain filtration nets that they sell. He indicated these can take a high-volume storm catchment out of storm drains. He explained the high strength polymer net captures larger debris that would be washed off parking lot surfaces during flood events, or out of parking lots generally. He added that is one of the main sources where landward debris can get into the estuary.

Parker reported outside of Port property are a lot of larger legacy marine debris, including large tires around the Coast Guard station. He stated he would like to see a work group put together involving the Port, fleet, ODFW, state police, and Coast Guard to potentially use DLCD and NOAA marine debris program grant money to start removing these items that are polluting the environment and not benefiting the Port in any way. He noted it benefits everyone to have a cleaner working marina. Miranda replied the Port is always willing to work with others, but the budget is always the issue. She noted once something leaves the Port property, it's responsibility of those who are littering and DEQ. She expressed support for working together on such a project. She added even with Urban Renewal funds, eventually, the bin needs to be replaced, there is ongoing maintenance, and someone has to collect the debris.

Port Commissioner Chuck stated the Port has been pretty proactive in coming up with the marine debris action plan in 2017. He noted they have been addressing this as much as possible. He explained the Port has a 1200 EZ permit for catch basins, and Longview Hills has lined recycling containers all around the Port. He indicated the Port would be more than happy to work on that too. He added it would be great for the city and the county to write letters of support to get money into this plan because NOAA is always looking for ideas and they want to expand on the program. He suggested bringing in the Landing and the Embarcadero because they are a third of the fleet. Parker explained the importance of improving debris mitigation.

Update on Port Dock Projects - Aaron Bretz. Sawyer introduced the agenda item. Bretz reported the most visible thing going on right now is completion of the pier at Port Dock 5. He stated that project was budgeted \$2.4 million, and will finish at \$2.1 or \$2.2 million, so the Port is under budget and basically on time. He explained it's been about a five-year planning effort to get that done. He noted the reason why it takes so long to plan these projects is the permitting process for in-water work is rather extensive. He indicated there is consultation that has to occur between several different regulatory agencies. He added this is generally run by the Army Corps of Engineers who reaches out to state agencies and federal agencies.

Bretz reported this pier is a self-mitigating project. He stated the Port made a smaller pier than the old one, and had to reduce the number of pilings, which reduces the environmental impact. He noted the Port also made it generally accessible to diverse users, folks who are in a wheelchair or walk with a cane. He indicated there is a very noticeable difference if you compare the angle of the old gangway to the new one. He added there will be a ribbon cutting.

Bretz reported the next project coming up is replacement of the power pedestals on Port Dock 3, and the relocation of a meter off of a Pacific Seafood building. He stated the project is very much needed because all of the docks have 30-amp service. He emphasized trying to supply businesses with 30-amp service doesn't really cut the mustard. He explained what can happen during crabbing season. He noted if the vessels want to plug in, the Port needs to provide 50-amp service. He indicated the Port is also looking at putting in new power pedestals. He added the current marine power pedestals are about 25 or 30 years old, and in serious need of replacement.

Bretz reported the Port increased moorage rates by just over 30 percent in about a three-year time span in order to do this, which was a major undertaking to make that steep of an increase in that short of a time. He stated they were able to do that because they are demonstrating how they put that money back into the docks instead of the general fund. He noted folks have been pretty supportive of that project. He indicated the Port is putting more efficient, safer plugs on the docks. He added if the project stays on time, the Port should be able to get the project done in the fall. He explained if not, the project should be completed in the spring.

Bretz reported the Port is working on planning for the replacement of Port Dock 7. He noted it is an extremely important project. He stated Port Dock 7 is one of the more degraded facilities. He explained it's an infrastructure project. He indicated Port Dock 7 was built when South Beach Marina didn't exist yet. He added it was recreational facility in the '60s.

Bretz reported in the current era, the Port does not have much of a need in the commercial marina for more vessels of that size and type. He stated it would be, generally speaking, wasteful to build another facility in that size and configuration for vessels they don't have as much of anymore. He noted they are trying to get this done in a way that it will last another 40-50 years and continue to follow the well-documented trends in the fishing industry, so the Port can provide services and allow growth. He indicated Newport is experiencing growth in the commercial fishing marina itself. He added as other ports recede, Newport has expanded.

Bretz reported to keep the Port the premiere commercial fishing port on the west coast, the Port needs to stay in front of these trends and build the proper-sized infrastructure for it. He explained the Port has to be very careful how they do permits because they have to do it in a way to create the least amount of impact. He stated when the Port chooses mitigation projects, they want those mitigation projects to directly benefit the Port across the board. He indicated it's tough to pay for this stuff when the Port gets such a small sliver of property taxes. He added on the recreational side, the Port has similar issues with old docks.

Bretz reported the recreational marina was built in 1978, and the recreational boating world has changed over time. He stated it's not drastically different, but the Port wants to make sure as they move ahead, they have the right size and infrastructure. He noted electrical is a big issue across the board. He indicated the Port put in new load centers. He explained how the load centers work. He added when the Port replaces those docks, they will replace the electrical as well. He stated they have a lot of pilings that need to be replaced there too. Goebel what is the timing on Port Dock 7. Bretz replied Port Dock 7 will take at least five years.

Future of 343 SW Bay Boulevard. Sawyer introduced the agenda item. He reported Sea Dogs' and Republic of Candy's buildings have been basically condemned. He stated the pilings are bad, and the owner has not expressed a plan. Miranda stated the small building there was leaning against another building. She explained the location. She noted the Port owns 400 square feet of land, and a good part of the property was leased from the Department of State Lands. She indicated as they looked into it, they hired an engineer to look at it. She added they discovered a small percentage of the property was held by 20 percent of the pilings.

Miranda reported they immediately had to condemn the building and got someone to remove the building. She stated the city has given the Port a year to figure out what to do. She explained at this point, they have a fence at the area. She noted all possible alternatives are not looking great. She indicated the property itself has little value as it stands. She added replacing the pilings there would cost \$1 million or \$2 million.

Miranda reported they have to look at future of the Port and its needs. She stated the Port is running out of moorage spaces. She explained she had a conversation with the Department of State Lands and the owner to figure out if they would allow the Port to recreate the dock in such a way as to have space for at least three vessels to dock. She indicated there are some concerns on fishing vessels versus charter vessels blocking views. She added the Port has to decide soon because they will run out of time for permitting. She explained the Port may end up asking for an extension from the city.

Miranda reported to remove the site or replace it will take some work. She stated there is still planning to do. Botello asked if there is any interest in expanding oyster farming on any Port properties. Miranda replied near the international terminal on the east side, the Port owns some property, and there has been conversations with folks from OSU and others on oyster farming. She stated the Port is open for those types of developments. She added it would not be on this property. Chuck asked if the property is water dependent or water related. Nebel replied he believes it is water dependent. Chuck emphasized the importance of keeping the Bayfront a working waterfront.

Discussion of Storm Water Outfall and Sedimentation - Chris Janigo and Aaron Bretz.

Sawyer introduced the agenda item. Bretz reported this is something the Port has been talking with the city about over the last few years. He stated there is a couple of locations that are causing some challenges, in particular the commercial marina. He noted there are storm water outfalls from the city that are installed just outside of Army Corps jurisdiction and state jurisdiction. He indicated the reason why the permitting process exists is to require 401 water quality certification. He explained that prevents anyone being able to discharge waters that has contaminants in it into US waters. He added, eventually, all that material in storm water has to settle, and then decreases depth.

Bretz reported people can flow clean water into the waters of the US at such a rate that it takes the bank and pushes it in a way that otherwise they wouldn't be allowed to do. He stated there is a high volume of water that empties into the commercial marina in between Port Dock 5 and where the commercial marina starts. He noted the outfall is taking the mudflat there and putting it into the marina. He indicated there is a pretty substantial channel that has been cut into it. He added he has been documenting the depth for three years, and there is a shallower area where the water flows out.

Bretz reported this is a challenge, and they are trying to figure out what to do with it. He stated the city has done what it's supposed to do as far as installing engineering

devices in the outfall itself to try and slow the flow of water. He noted they are simply being overpowered. He indicated a lot of water comes out of this thing. He added he does not know what the solution is to it.

Bretz reported for the Port, the impact is sediment gathering in the commercial marina, and the need to dredge more frequently. Miranda added the Port is looking for solutions and work with the city to figure out how to address this. She stated, ultimately, it is coming from an outfall from the city. Bretz noted what the city is doing is completely legal and within standards. He stated the city has an easement from the Port to install that pipe there, but it's an outcome no one envisioned when the project began.

Janigo reported the Embarcadero hotel had a storm drain outfall that failed and created a lot of sediment there. He stated the city began a project to replace that outfall, and part of the failed storm system required the city to go in and dredge a couple of spots. He explained historically, the storm system diverted flow from Olsen Creek to the Embarcadero outfall. He noted the city, working with the Army Corps of Engineers and Department of State Lands, put a new outfall on the west side of the Port offices by the city's booster pump station, which is where the natural topography should have an outfall. He added it is not an issue of erosion protection, but the fact the city experiences a large amount storm drainage runoff at that location. He emphasized it is a quantity issue not a quality issue.

Janigo reported the basin is fully developed upstream of that area. He stated through this initial first couple years, that outfall became stabilized as an estuary mudflat habitat. He noted one thing the state gained from this project was estuary mudflat habitat credits. He indicated he is not sure if additional riprap is the answer. He explained there is quite a bit already there. He added there is quite a bit of drop the water needs to go onto before meeting the mudflat area.

Janigo reported adding riprap may just push the channel out further and fill other areas with sediment. Collett asked if the problem is the volume of sediment or that it is moving. He asked if it could slow down, so it drops out of the flow earlier and stays up on the mudflat, would that be acceptable. Bretz replied that might work. He noted the county put in an outfall with a large catch basin. He stated in order to slow this, it might need to be quite big. Discussion ensued on the history of the outfall. Bretz stated one of the other possible solutions is to get the outfall pipe to the water, so it drains into the water, then the river itself would dissipate the energy and there wouldn't be this problem. He noted the city would need to extend the outfall further out across the mudflat. Nebel stated the city is willing to have discussions and determine if there is something jointly to do to address this issue. He noted there are a lot of challenges with this, and it will take some expertise beyond what the city has internally.

Developing Improved Non-Motorized Boat Access from the South Beach Marina - Mike Cavanaugh. Sawyer introduced the agenda item. Cavanaugh reported he reviewed the Park Master Plan and found this project. He noted that property belongs to the Port. Bretz explained in 2019 that discussion was brought up, and the Port improved this area for this purpose. He stated it's a wayfinding issue. He suggested getting some improvements to show people how to get to it or public messaging. Cavanaugh reported the plan identifies signage, wayfinding, and parking signage to help direct the public there. He stated he wants to initiate conversation with the Port. He emphasized Parks would love to support this project. He explained Lincoln County is pursuing some grant

funding through the Economic Development Administration, \$3 million, and looking for players within the county to chip in on projects that are shovel ready based on recreational tourism, job creation, and job sustainability. He indicated this could be potentially one of those projects. Miranda confirmed some Urban Renewal Agency money for South Beach could be used for this if outlined in the Urban Renewal plan.

COUNCIL AND COMMISSION COMMENTS

Nebel asked for an update on a project in South Beach for storage that the Seafood and Wine festival could take advantage of. Miranda replied there has been discussion on an expo center. She explained she is talking about an outdoor building that could replace the \$130,000 price for tents that the Seafood and Wine festival pays for. She stated there could be RV or boat expos there too. She noted the Port does not have many places that are wide open. She indicated they are looking into a plan to see if it worth their while to move forward, priced at \$30,000 to look at financials. She added if this is in the dry camp area, they have to consider how to replace the revenues that come from that area. She stated they are also looking for grants.

Hall noted in the Transportation System Plan update, comments have come up on ferry access across the Bay. She also suggested working with Surfrider, SOLVE, and state folks to get some of this really obvious, apparent, visible debris out of public spaces. Miranda replied there are some organizations who work on debris removal, and the Port provides those permits for free. She noted they are always willing to be a partner. She stated she has not heard much about a ferry.

Jacobi explained an idea is to have a water taxi service for tourists to take from South Beach to the Bayfront. Bretz stated he worked with Travel Oregon some years ago to talk about this, and pointed them toward some resources. He noted the ferry would have to be an inspected or uninspected, commercial passenger vessel. He indicated business-wise, it is a question of volume, how many people and how steady of a service. He added the Port could shepherd, but this would have to be a private business. He explained an uninspected, commercial passenger vessel means six paying passengers or less, and usually a smaller boat. Discussion ensued on the business aspect of such a venture. Janigo reported the City of Newport's past engineers stated the end of Fall Street and Canyon Way was saved as a potential ferry location. He noted it is currently used as a parking lot. Miranda noted one of the main problems with ferries is the parking. She explained there needs to be a certain amount of real estate.

Retherford stated on June 7, Council had a presentation from Bird Scooters. She noted her concern is for the Bayfront and Port. She explained between the tourists and fishermen, the sidewalks are pretty busy. She suggested the city consider the Port if they choose to bring this group to Newport. Nebel explained the history of the topic. He noted their proposal won't be coming back to the Council until August. He stated any feedback from anyone on this issue is appreciated. Hall added her understanding is that scooters can't be operated on the sidewalks, so there are many safety concerns.

ADJOURNMENT

Having no further business, the meeting adjourned at 8:02 P.M.

ATTESTED

July 30, 2021
12:12 P.M.
Newport, OR

PORT OF NEWPORT COMMISSION MINUTES

This is not an exact transcript. The audio of the session is available on the Port's website.

The Port of Newport Commission met on the above date and time at the Port of Newport Recreational Marina. In attendance were Commissioners Burke, Retherford, Chuck, and Lackey. Sylvia was excused. Also in attendance were General Manager Paula Miranda, Finance Director Mark Brown, and Administrative Assistant Gloria Tucker.

CHANGES TO THE AGENDA

Miranda noted the joint meeting minutes from June 28, 2021, will be included in the next meeting packet. She suggested the Commission elect Commission Officers before conducting the business of the meeting.

NEW BUSINESS

Election of Commission Officers. Burke asked for a recommendation on a slate of officers. Miranda reported, currently, Burke is the President, Sylvia is the Vice President, and Chuck is the Secretary/Treasurer.

MOTION was made by Retherford, seconded by Lackey, to keep the slate of officers the same. The motion carried unanimously in a voice vote.

CONSENT CALENDAR

MOTION was made by Chuck, seconded by Retherford, to approve the consent calendar as presented. The motion carried unanimously in a voice vote.

OLD BUSINESS

Accounts Paid. MOTION was made by Chuck, seconded by Lackey, to approve accounts paid. The motion carried unanimously in a voice vote.

Foulweather Trawl, LLC Lease Amendment and Extension. Burke introduced the agenda item. Miranda reported Foulweather Trawl has been a tenant of the Port for a few years. She stated their lease expired in September, and the Port has been working on updating the lease. She noted there were a few changes to the lease, including increasing rates and adding additional ground space. She explained they need that space for stretching nets, and this will guarantee they have space when things get busy.

Burke expressed support for the new lease. Chuck suggested as new leases go out, to make sure to amend them to reflect current market rates. Miranda replied the leases are being updated, but the rates are adjusted over a few years so there's not a dramatic increase at once.

MOTION was made by Lackey, seconded by Chuck, to allow the General Manager to execute the Lease Amendment and Extension to Foulweather Trawl, LLC, as attached. The motion carried unanimously in a voice vote.

Memorandum of Understanding – Goplen (Port Dock 1). Burke introduced the agenda item. Miranda reported as the Port approached Department of State Lands (DSL) to make an amendment to a lease, they realized there was not a lease. She explained the Port has had that dock for more than 100 years, and sometimes that happens when ports have been there before DSL existed. She noted since they don't have a lease, DSL always gives the upland owner the first right to enter a lease with them. She stated the property deed gave the Port the first right to enter a lease with DSL, but the deed did not include DSL as a party. She added the Port was able to get the upland owner to apply for the lease, and then DSL would assign that lease to the Port.

Miranda reported to protect the Port's rights, she decided to put everything in writing through an MOU. She stated this MOU reflects all the things discussed. She noted the Goplens own Clearwater Restaurant, so the upland property is the restaurant. She indicated that doesn't stop the Goplens from extending their leasehold. She said if the Port or Goplens want to do something, they will work together and try to not create problems for each other.

MOTION was made by Retherford, seconded by Chuck, to allow the Port of Newport and Hans and Janell Goplen to enter a Memorandum of Understanding as attached. The motion carried unanimously in a voice vote.

Eaton – Power Pedestals Purchase. Burke introduced the agenda item. Miranda reported, basically, as the Port finishes engineering work at Port Dock 3 and 5, they are entering the phase where they are ready to do the actual work. She noted they are trying to get ahead and get the equipment needed. She explained if they don't order the pedestal now, then by September or October when they are ready to do the work, they may not be available to install. She indicated there is some back and forth between the city and this company to make sure what is ordered is UL listed. She said the Port's attorney made sure to include some language that should they not get permission for UL listing, then this order is void. She added the Port is only going to buy this if they get the listing.

Retherford stated she supports the idea of upgrading to SMART plugs. Chuck asked if the old twist-on plugs are compatible. Miranda replied she believes they could be compatible, but unfortunately, some boat owners will have to make some upgrades. Burke noted the amp increase and the safety with the SMART plugs is great. He stated he approves the last paragraph that gives option, "the port shall have the option to delay the order further or cancel the order and be refunded any amount already paid, and be relieved of any obligation to pay for supplies or services to the manufacturer and Eaton in relation to this order." Chuck stated if the Port finds out they are not compatible, to let boat owners know of the need to upgrade. Miranda replied staff will be working with the boat owners.

MOTION was made by Chuck to approve the General Manager to contract with Eaton, who is the sole source for this power pedestal, to purchase 58 Marine Power Pedestals in an amount not to exceed \$114,630.40

Brown recommended amending the motion to include GM or designee.

MOTION was made by Chuck, seconded by Retherford, to authorize the General Manager or designee to contract with Eaton, who is the sole source for this power pedestal, to purchase 58

Marine Power Pedestals in an amount not to exceed \$114,630.40. The motion carried unanimously in a voice vote.

NEW BUSINESS

IGA Agreement with Oregon State Marine Board. Burke introduced the agenda item. Miranda reported the Port has been working with the Oregon State Marine Board and all the ports on this Intergovernmental Agreement (IGA). She noted the original IGA put a lot of burden on ports. She explained they hired an attorney to try to implement some language that did not put on as much of a burden. She stated the Board would have given the Port some reimbursement for derelict vessels, but then would require a lot of work that would cost money. She indicated, at the end, they came up with a better agreement. She added it still puts some burden on the ports, there are a few things to do, but in the end, she does not think it is a bad agreement.

Miranda reported there is only so much money available, and there will be some funding from the federal government that will be split among all the ports. She explained ports along the coast are spending between \$30,000-\$100,000 on abandoned boats. She stated the Port will be able to make a request every year, and if they have funds available, they will provide funds for reimbursement. She noted if they don't have the funds, it will come from the Port's pocket as it has in the past. She added last calendar year, the Port spent \$50,000, and this year, they have spent \$20,000 so far.

Burke expressed support for the IGA. He asked if there is any further work on being designated a Clean Marina. Miranda replied the Port already has the designation, but the program has more requirements on top of that. Retherford stated the recreational side has been certified and asked if they need to certify the commercial side. Miranda replied that is not typically done for commercial marinas, but she will look into it.

MOTION was made by Retherford, seconded by Lackey, to approve the attached intergovernmental agreement with the Oregon State Marine Board for abandoned and derelict vessel removal. The motion carried unanimously in a voice vote.

Port of Toledo Intergovernmental Agreement. Burke introduced the agenda item. Miranda reported this is a follow up item with the previous IGA. She explained as the Port removes the derelict boats out of its marina, they have to take them somewhere, usually the Port of Toledo. She stated staff have worked through some old invoices, and they really want to make sure every time they take something over there, and there are some issues, the Port of Toledo will bring that to the Port of Newport before continuing their work. She noted there's not much the Port can do about the towing or storage fees, but there is negotiation on the service they provide in their yard. She added the Port did negotiate a better rate for the storage because it may take a while to work with boat owners.

Miranda reported she put in a 20 percent contingency because the Port of Toledo may not know what they are going to find when they open stuff. She noted sometimes it is difficult to wait a month to bring a repair before the Commission. She stated she would like to be able to enter a contract with the Port of Toledo, and then proceed if costs are higher. She noted she would let the Commission know of the slight increase beyond the initial cost. She emphasized if the cost is much more, she will bring it to Commission first. Chuck recommended keeping close track of costs with Port of Toledo projects. He emphasized the importance of not draining the contingency.

MOTION was made by Chuck, seconded by Lackey, to allow the General Manager to execute the intergovernmental agreement between the Port of Newport and the Port of Toledo as attached. The motion carried unanimously in a voice vote.

Miranda added the Port of Toledo rates included in the packet are rates per hour.

STAFF REPORTS

General Manager. Miranda reported the Port Dock 5 Pier Project is mostly completed, and they had a successful ribbon cutting ceremony. She noted Advanced American will be coming back in August to officially finish the project by installing the new electrical panel for Port Dock 5. She stated the Feasibility Study project with the US Army Corps of Engineers (USACE) for dredging at the commercial docks is underway. She indicated this is a long process that may take as long as two years. She added the electrical engineering plan at Port Dock 5 and 3 is completed.

Miranda reported the Port is looking for an early purchase of equipment in order to avoid delay on the actual installation, which can be expected sometime this fall. She stated the Port started to receive quotes for the conditional assessment of Port Dock 7. She noted they expect that by next Commission meeting, the Port should have some options on how to look at that assessment. She indicated the repair to the catch basin at South Beach Marina was completed, but new sink holes keep popping up. She explained the Port is currently investigating potential sink holes. She added the cost of fixing this one shouldn't be as high as the previous sink hole.

Miranda reported PBS Engineering is still working away on the Rogue seawall. She stated the results should come out soon. She noted she is working on grant through Business Oregon for \$50,000-\$100,000 for PD7. She indicated the Port reached an agreement with the upland owner from Port Dock 1. She added they have not yet reached an understanding with the neighbor of the 343 SW Bay Blvd property, but he seems more open to a possible agreement to extend the dock in front of his property.

Miranda reported the Port is still working with a prospect for the International Terminal (NIT), but there is not much to share yet. She noted, meanwhile, there is an opportunity to apply for a Port Infrastructure Grant with the Maritime Administration (MARAD). She stated this grant is aimed towards smaller ports. She indicated the problem is there is a minimum of \$1 million for the grant application. She added after discussing it with MARAD, a possible alternative is to apply for the grading of the 9 acres and purchase equipment that would be needed for future operations of the International Terminal.

Miranda reported staff have done some research, and that is a possible solution. She noted it is a long shot, since the Port is still trying to bring in a customer. She explained this is one of those chicken or egg situations. She stated by having the proper equipment, one could argue that they have more tools in hand to make the terminal more ready to bring in a new customer. She indicated for the nearly \$2.5 million grant, \$500,000 is needed for the match. She added Commission would have to amend the budget if they get the grant. She asked if there was support for applying for the grant. The Commission reached consensus to apply for the grant.

Miranda reported the Port has been in conversations with the Tall Ships on a possible event next year. She stated this event would take place over the course of 4 days. She noted Commissioner Burke and she met with the Tall Ships' representative on July 28 to further discuss this event. She indicated this may be at the International Terminal. She added if the grading is done, that area could be used for parking.

Miranda reported the event will involve all the maritime folks. She noted she will have conversations with the Blue Economy folks to see if they can be a part of this event. She explained there would be three to five ships here. She indicated one concern is figuring out gangways and access to vessels. She emphasized the need for sponsors. Burke stated the organization is mission driven and passionate about education. He noted the fact tall ships were built near here in the past is a good tie. He indicated they did not bring up much about financials, but that would be discussed next.

Miranda reported if the Port decides to move forward, a contract would come to the Commission in September/October. She emphasized the need to put together a committee on how to manage this festival. She noted a couple of employees left the Port to move across country, which left a gap on both the RV Park and the Administration office. She announced the Port promoted Erica Breece as the new RV Park Supervisor and hired Gloria Tucker as the new Administrative Assistant. She added they promoted Aja Burke as the new North Commercial Harbormaster. She explained the current harbormaster Kent Gibson is on a leave, and when he gets back, he will give a final training before he retires from the Port.

Miranda reported the Port financials are still looking good. She noted they are currently reviewing four of the six responses to the Financial System RFP for a final selection. She stated the Port has received a \$10,000 grant from the Oregon Cascades West Council of Governments thanks to Brown's application. She indicated Brown is currently working on a cybersecurity plan, as well as the employee handbook update. She added he is also working on an affirmative action plan, which the Port currently doesn't have, but should.

Miranda reported South Beach (both RV park and Marina) are at full capacity. She stated, unfortunately, the downfall of full capacity is the number of complaints it generates. She noted complaints are typically due to the lack of parking, long lines leading to the launch ramp, and not enough space on the cleaning tables. She indicated, unfortunately, some of those problems will only be resolved with time. She added some may never be resolved due to lack of real estate to expand. She explained staff will continue to work with customers in addressing as many issues as possible.

Miranda reported the Port is still pursuing some grants through Business Oregon, ODFW, MARAD and the EDA for the South Beach Marina, NIT, and the Commercial Marina. She stated they are down to the last stretch in finalizing bid documents for the Admin Building. She noted they just received an award letter from Business Oregon approving a 20-year loan should the Port receive competitive bids and decide to move forward with the building construction. She indicated a copy of the letter is attached. She added the Port has provided a license for OSU to use Recreational Marina launch ramp, finger docks, and rear section of the parking lot for scientific training purposes between July 26-30.

Miranda reported she was approached on a possibility of joining the Oregon Coast Aquarium Board. She noted she attended their board meeting as an observant on July 24. She indicated she plans to join the board. She asked for questions from the Commission. Chuck suggested creating a FAQ on crabbing. He stated there is misinformation on the old ramp. He recommended getting bullet points to the public on the ramp. Miranda replied she will work with PR Specialist Angela Nebel on a Facebook post and the next newsletter.

Miranda reported she received a letter from the West Coast Seafood Processors Association about concerns on reintroduction of otters in the Bay. She confirmed the Commission is comfortable with her signing the letter. She added she will post letter in the next packet. Chuck

noted the huge impact to the seafood industry and possible loss of access that reintroduction may have. Burke and Retherford noted potential conflicts of interest.

ADJOURNMENT

Having no further business, the meeting adjourned at 1:26 P.M.

ATTESTED

James Burke, President

Walter Chuck, Secretary/Treasurer

Port of Newport - General Operating Fund
Balance Sheet
As of July 31, 2021

	Jul 31, 21	Jul 31, 20	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
100 · General Operating Funds	2,397,156	3,914,999	(1,517,843)	(39)%
Total Checking/Savings	2,397,156	3,914,999	(1,517,843)	(39)%
Accounts Receivable				
11200 · Accounts Receivable	423,454	478,352	(54,898)	(12)%
11225 · Grants Receivable	448,304	960	447,345	46,619%
Total Accounts Receivable	871,758	479,311	392,447	82%
Other Current Assets				
11250 · Property Tax Receivable	8,346	8,405	(59)	(1)%
11255 · Allow for Bad Debt - CM	(20,000)	(20,000)	0	0%
11260 · Allow for Bad Debt - SB	(10,000)	(10,000)	0	0%
11270 · Undeposited Funds	21,090	1,981	19,109	965%
11300 · Prepaid Expenses	165,366	190,931	(25,565)	(13)%
11400 · Due from Other Funds	21,220	5,548	15,673	283%
11480 · PERS - NPA(L)	(815,466)	(815,466)	0	0%
11485 · PERS - Deferred OF	324,633	324,633	0	0%
11490 · Assets Held For Sale	0	2,126	(2,126)	(100)%
Total Other Current Assets	(304,810)	(311,842)	7,032	2%
Total Current Assets	2,964,104	4,082,468	(1,118,364)	(27)%
Fixed Assets				
11500 · Capital Assets	48,211,317	47,097,295	1,114,022	2%
Total Fixed Assets	48,211,317	47,097,295	1,114,022	2%
Other Assets				
11800 · Debt Issue Costs, Net of Amort.	650	650	0	0%
Total Other Assets	650	650	0	0%
TOTAL ASSETS	51,176,071	51,180,413	(4,342)	0%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
12000 · Accounts Payable	122,781	222,254	(99,472)	(45)%
Total Accounts Payable	122,781	222,254	(99,472)	(45)%
Other Current Liabilities				
12005 · Retainage Payable	67,201	0	67,201	100%
12010 · Unclaimed Property Payable	4,555	3,234	1,321	41%
12020 · Lodging/Room Tax Payable	18,561	17,707	854	5%
12100 · Payroll Liabilities	159,534	163,130	(3,596)	(2)%
12200 · Due to other Funds	700,000	0	700,000	100%
12250 · Deferred Revenue	234,548	155,760	78,788	51%
12300 · Accrued Interest Payable	15,147	15,147	0	0%
12320 · Current Portion-Long Term Debt	535,814	535,814	0	0%
Total Other Current Liabilities	1,735,360	890,791	844,568	95%
Total Current Liabilities	1,858,141	1,113,045	745,096	67%
Long Term Liabilities				
12350 · Long Term Debt	5,499,766	6,036,017	(536,251)	(9)%
12800 · Bond Premiums	100,621	100,621	0	0%

Port of Newport - General Operating Fund

Balance Sheet

As of July 31, 2021

	<u>Jul 31, 21</u>	<u>Jul 31, 20</u>	<u>\$ Change</u>	<u>% Change</u>
12900 · PERS - Deferred IF	147,653	147,653	0	0%
Total Long Term Liabilities	5,748,040	6,284,291	(536,251)	(9)%
Total Liabilities	7,606,180	7,397,336	208,845	3%
Equity				
13010 · GOF - Unassigned FB	36,329,336	36,503,625	(174,288)	(1)%
13015 · GOF - Contributed Capital FB	7,130,788	7,130,788	0	0%
13075 · GOF - Prior Period Adj	(21,009)	0	(21,009)	(100)%
13300 · GOF - Equity Transfers	12,751	12,751	0	0%
Net Income	118,024	135,913	(17,889)	(13)%
Total Equity	43,569,891	43,783,077	(213,187)	(1)%
TOTAL LIABILITIES & EQUITY	<u>51,176,071</u>	<u>51,180,413</u>	<u>(4,342)</u>	<u>0%</u>

Port of Newport
General Operating Fund - Budget vs. Actual
 July 2021

	<u>Jul 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
14000 · Lease Revenues	54,534	66,097	(11,562)	83%
14100 · Moorage	234,822	191,276	43,545	123%
14200 · Hoist Dock & Services	60,285	56,531	3,754	107%
14300 · Shipping Terminal Revenues	(18)	2,401	(2,419)	(1)%
14400 · RV Parks	206,229	189,486	16,743	109%
14500 · Launch Ramp & Trailer Storage	16,338	12,850	3,489	127%
14600 · Miscellaneous Revenue	9,454	792	8,662	1,194%
Total Income	<u>581,643</u>	<u>519,432</u>	<u>62,212</u>	<u>112%</u>
Gross Profit	581,643	519,432	62,212	112%
Expense				
15000 · Personnel Services	157,123	191,912	(34,788)	82%
16000 · Materials & Services	184,463	304,060	(119,597)	61%
16990 · Depreciation Expense	138,394	138,394	0	100%
17000 · Debt Service	19,170	19,185	(15)	100%
Total Expense	<u>499,150</u>	<u>653,550</u>	<u>(154,400)</u>	<u>76%</u>
Net Ordinary Income	82,493	(134,119)	216,612	(62)%
Other Income/Expense				
Other Income				
18100 · Property Tax Revenue	656	657	(1)	100%
18200 · Interest Income	875	125	750	700%
18300 · Grants	17,586	0	17,586	100%
18700 · Property & Dredge Sales	0	3,625	(3,625)	0%
Total Other Income	<u>19,117</u>	<u>4,407</u>	<u>14,710</u>	<u>434%</u>
Other Expense				
19000 · Capital Outlay	24,428	0	24,428	100%
19700 · Transfers Out to Other Funds	0	100,000	(100,000)	0%
19890 · Overhead Allocation	(232)	(232)	0	100%
Total Other Expense	<u>24,196</u>	<u>99,768</u>	<u>(75,572)</u>	<u>24%</u>
Net Other Income	(5,079)	(95,361)	90,282	5%
Net Income	<u><u>77,415</u></u>	<u><u>(229,480)</u></u>	<u><u>306,894</u></u>	<u><u>(34)%</u></u>

Port of Newport - General Operating Fund
Administration - Budget vs. Actual
 July 2021

	Jul 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
14600 · Miscellaneous Revenue	(2,399)	0	(2,399)	100%
Total Income	(2,399)	0	(2,399)	100%
Gross Profit	(2,399)	0	(2,399)	100%
Expense				
15000 · Personnel Services	54,296	75,075	(20,779)	72%
16000 · Materials & Services	70,761	73,104	(2,343)	97%
16990 · Depreciation Expense	422	422	0	100%
Total Expense	125,479	148,601	(23,122)	84%
Net Ordinary Income	(127,878)	(148,601)	20,723	86%
Other Income/Expense				
Other Income				
18100 · Property Tax Revenue	656	657	(1)	100%
18200 · Interest Income	875	125	750	700%
18300 · Grants	10,000	0	10,000	100%
Total Other Income	11,531	782	10,749	1,475%
Other Expense				
19700 · Transfers Out to Other Funds	0	100,000	(100,000)	0%
19890 · Overhead Allocation	(94,310)	(94,310)	0	100%
Total Other Expense	(94,310)	5,690	(100,000)	(1,657)%
Net Other Income	105,840	(4,908)	110,748	(2,156)%
Net Income	(22,038)	(153,509)	131,472	14%

Port of Newport
International Terminal - Budget vs. Actual
July 2021

	Jul 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
14000 · Lease Revenues	12,290	14,453	(2,163)	85%
14100 · Moorage	18,899	14,094	4,805	134%
14200 · Hoist Dock & Services	22,796	24,427	(1,630)	93%
14300 · Shipping Terminal Revenues	(18)	2,401	(2,419)	(1)%
14600 · Miscellaneous Revenue	0	0	0	0%
Total Income	<u>53,967</u>	<u>55,375</u>	<u>(1,408)</u>	<u>97%</u>
Gross Profit	53,967	55,375	(1,408)	97%
Expense				
15000 · Personnel Services	13,387	17,678	(4,290)	76%
16000 · Materials & Services	19,440	48,278	(28,838)	40%
16990 · Depreciation Expense	106,000	106,000	0	100%
17000 · Debt Service	16,015	16,029	(15)	100%
Total Expense	<u>154,842</u>	<u>187,985</u>	<u>(33,143)</u>	<u>82%</u>
Net Ordinary Income	(100,875)	(132,610)	31,735	76%
Other Income/Expense				
Other Income				
18300 · Grants	0	0	0	0%
Total Other Income	0	0	0	0%
Other Expense				
19000 · Capital Outlay	0	0	0	0%
19600 · Contingency	0	0	0	0%
19700 · Transfers Out to Other Funds	0	0	0	0%
19890 · Overhead Allocation	2,523	2,523	0	100%
Total Other Expense	<u>2,523</u>	<u>2,523</u>	<u>0</u>	<u>100%</u>
Net Other Income	(2,523)	(2,523)	(0)	100%
Net Income	<u><u>(103,398)</u></u>	<u><u>(135,133)</u></u>	<u><u>31,735</u></u>	<u><u>77%</u></u>

Port of Newport
Commercial Marina - Budget vs. Actual
 July 2021

	Jul 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
14000 · Lease Revenues	5,222	5,222	1	100%
14100 · Moorage	58,758	58,093	665	101%
14200 · Hoist Dock & Services	36,163	31,387	4,776	115%
14600 · Miscellaneous Revenue	165	0	165	100%
Total Income	<u>100,308</u>	<u>94,701</u>	<u>5,607</u>	<u>106%</u>
Gross Profit	100,308	94,701	5,607	106%
Expense				
15000 · Personnel Services	30,958	40,560	(9,603)	76%
16000 · Materials & Services	26,115	35,603	(9,487)	73%
16990 · Depreciation Expense	4,557	4,557	0	100%
17000 · Debt Service	660	660	(0)	100%
Total Expense	<u>62,289</u>	<u>81,379</u>	<u>(19,090)</u>	<u>77%</u>
Net Ordinary Income	38,019	13,321	24,697	285%
Other Income/Expense				
Other Income				
18300 · Grants	7,586	0	7,586	100%
Total Other Income	7,586	0	7,586	100%
Other Expense				
19000 · Capital Outlay	20,151	0	20,151	100%
19890 · Overhead Allocation	41,833	41,833	(0)	100%
Total Other Expense	<u>61,984</u>	<u>41,833</u>	<u>20,151</u>	<u>148%</u>
Net Other Income	(54,397)	(41,833)	(12,564)	130%
Net Income	<u><u>(16,378)</u></u>	<u><u>(28,512)</u></u>	<u><u>12,133</u></u>	<u><u>57%</u></u>

Port of Newport
South Beach - Budget vs. Actual
 July 2021

	<u>Jul 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
14000 · Lease Revenues	37,022	37,917	(895)	98%
14100 · Moorage	157,165	119,090	38,075	132%
14200 · Hoist Dock & Services	1,325	718	608	185%
14400 · RV Parks	206,229	189,486	16,743	109%
14500 · Launch Ramp & Trailer Storage	16,338	12,850	3,489	127%
14600 · Miscellaneous Revenue	11,688	792	10,896	1,476%
Total Income	<u>429,767</u>	<u>360,851</u>	<u>68,916</u>	<u>119%</u>
Gross Profit	429,767	360,851	68,916	119%
Expense				
15000 · Personnel Services	58,482	58,599	(116)	100%
16000 · Materials & Services	68,146	160,294	(92,148)	43%
16990 · Depreciation Expense	27,415	27,415	0	100%
17000 · Debt Service	2,496	2,496	0	100%
Total Expense	<u>156,539</u>	<u>248,804</u>	<u>(92,264)</u>	<u>63%</u>
Net Ordinary Income	273,227	112,047	161,180	244%
Other Income/Expense				
Other Income				
18300 · Grants	0	0	0	0%
18700 · Property & Dredge Sales	0	3,625	(3,625)	0%
18800 · Miscellaneous - Non-operating	0	0	0	0%
18900 · Transfers In from Other Funds	0	0	0	0%
Total Other Income	0	3,625	(3,625)	0%
Other Expense				
19000 · Capital Outlay	4,277	0	4,277	100%
19600 · Contingency	0	0	0	0%
19700 · Transfers Out to Other Funds	0	0	0	0%
19890 · Overhead Allocation	49,722	49,722	(0)	100%
Total Other Expense	<u>53,999</u>	<u>49,722</u>	<u>4,277</u>	<u>109%</u>
Net Other Income	<u>(53,999)</u>	<u>(46,097)</u>	<u>(7,902)</u>	<u>117%</u>
Net Income	<u>219,229</u>	<u>65,950</u>	<u>153,278</u>	<u>332%</u>

NOAA Lease Revenue Fund
Balance Sheet
As of July 31, 2021

	Jul 31, 21	Jul 31, 20	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
11015 · NLRF Checking - FIB 1115	863,641	759,298	104,343	14%
11025 · NLRF MM Savings - FIB 9604	800,081	500,009	300,072	60%
11035 · NLRF - LGIP 6263	2,698,633	1,232,738	1,465,895	119%
11092 · Assignment of Deposit - OCB	63,703	63,208	495	1%
Total Checking/Savings	4,426,059	2,555,253	1,870,805	73%
Accounts Receivable				
11200 · Accounts Receivable	232	78	155	199%
Total Accounts Receivable	232	78	155	199%
Other Current Assets				
11300 · Prepaid Expenses	79,639	65,032	14,608	23%
11400 · Due from Other Funds	700,000	0	700,000	100%
11480 · PERS - NPA(L)	(42,919)	(42,919)	0	0%
11485 · PERS - Deferred OF	17,086	17,086	0	0%
Total Other Current Assets	753,806	39,199	714,608	1,823%
Total Current Assets	5,180,097	2,594,530	2,585,567	100%
Fixed Assets				
11500 · Capital Assets	22,603,326	23,978,897	(1,375,571)	(6)%
Total Fixed Assets	22,603,326	23,978,897	(1,375,571)	(6)%
Other Assets				
11825 · Advance Refunding Valuation	962,415	962,415	0	0%
Total Other Assets	962,415	962,415	0	0%
TOTAL ASSETS	28,745,838	27,535,841	1,209,997	4%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
12000 · Accounts Payable	11,670	7,458	4,212	57%
Total Accounts Payable	11,670	7,458	4,212	57%
Other Current Liabilities				
12100 · Payroll Liabilities	9,876	10,673	(796)	(8)%
12200 · Due to Other Funds	21,220	5,539	15,682	283%
12300 · Accrued Interest Payable	201,373	201,373	0	0%
12350 · Current Portion-Long Term ...	1,290,000	1,290,000	0	0%
Total Other Current Liabilities	1,522,470	1,507,585	14,885	1%
Total Current Liabilities	1,534,139	1,515,043	19,097	1%
Long Term Liabilities				
12400 · Long Term Debt	16,686,861	16,686,861	0	0%
12800 · Less Current Portion-LT Debt	(1,290,000)	(1,290,000)	0	0%
12900 · PERS - Deferred IF	7,771	7,771	0	0%
Total Long Term Liabilities	15,404,632	15,404,632	0	0%
Total Liabilities	16,938,772	16,919,675	19,097	0%

NOAA Lease Revenue Fund

Balance Sheet

As of July 31, 2021

	<u>Jul 31, 21</u>	<u>Jul 31, 20</u>	<u>\$ Change</u>	<u>% Change</u>
Equity				
13000 · NLRF - Restricted FB-Bond Res.	1,761,721	1,761,721	0	0%
13003 · NLRF - Committed FB-Cap. Res.	2,225,771	0	2,225,771	100%
13010 · NLRF - Unassigned FB	11,234,498	11,250,823	(16,326)	(0)%
32000 · Unrestricted Net Assets	(2,054,435)	0	(2,054,435)	(100)%
Net Income	(1,360,488)	(2,396,378)	1,035,890	43%
Total Equity	<u>11,807,066</u>	<u>10,616,167</u>	<u>1,190,900</u>	<u>11%</u>
TOTAL LIABILITIES & EQUITY	<u>28,745,838</u>	<u>27,535,841</u>	<u>1,209,997</u>	<u>4%</u>

Port of Newport - NOAA Lease Revenue Fund

Budget vs. Actual

July 2021

	<u>Jul 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
14000 · Lease Revenues	212,707	216,325	(3,618)	98%
14605 · Miscellaneous - Operating	0	0	0	0%
Total Income	<u>212,707</u>	<u>216,325</u>	<u>(3,618)</u>	<u>98%</u>
Gross Profit	212,707	216,325	(3,618)	98%
Expense				
15000 · Personnel Services	9,390	16,735	(7,345)	56%
16000 · Materials & Services	17,688	27,746	(10,058)	64%
16990 · Depreciation Expense	0	0	0	0%
17000 · Debt Service	1,547,741	1,760,950	(213,209)	88%
Total Expense	<u>1,574,819</u>	<u>1,805,431</u>	<u>(230,612)</u>	<u>87%</u>
Net Ordinary Income	(1,362,112)	(1,589,106)	226,994	86%
Other Income/Expense				
Other Income				
18200 · Interest Income	1,856	208	1,647	891%
18300 · Grants	0	0	0	0%
Total Other Income	1,856	208	1,647	891%
Other Expense				
19000 · Capital Outlay	0	0	0	0%
19600 · Contingency	0	0	0	0%
19700 · Transfers Out	0	170,000	(170,000)	0%
19890 · Admin Overhead Allocation	232			
Total Other Expense	<u>232</u>	<u>170,000</u>	<u>(169,768)</u>	<u>0%</u>
Net Other Income	1,624	(169,792)	171,416	(1)%
Net Income	<u><u>(1,360,488)</u></u>	<u><u>(1,758,898)</u></u>	<u><u>398,410</u></u>	<u><u>77%</u></u>

Port of Newport - Bonded Debt Fund

Balance Sheet

As of June 30, 2021

	<u>Jun 30, 21</u>	<u>Jun 30, 20</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
400 · Bonded Debt Fund	(49,348)	(18,380)	(30,968)
Total Checking/Savings	(49,348)	(18,380)	(30,968)
Other Current Assets			
11270 · Property Tax Receivable	54,871	56,446	(1,575)
11300 · Prepaid Expenses	85,945	0	85,945
Total Other Current Assets	140,816	56,446	84,370
Total Current Assets	91,468	38,066	53,402
Other Assets			
11800 · Bond Issue costs, net of amort.	153,930	153,930	0
11825 · Advance Refunding Valuation	661,702	661,702	0
Total Other Assets	815,632	815,632	0
TOTAL ASSETS	<u>907,100</u>	<u>853,698</u>	<u>53,402</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
12350 · Bonds Payable - Current	335,000	335,000	0
Total Other Current Liabilities	335,000	335,000	0
Total Current Liabilities	335,000	335,000	0
Long Term Liabilities			
12515 · 2011 Series Bonds	(70,000)	0	(70,000)
12520 · 2016 Series Bonds	6,478,195	6,763,195	(285,000)
12525 · 2019 Series Bonds	5,160,000	5,210,000	(50,000)
12590 · Bond Premiums	704,598	704,598	0
12800 · Less Current Portion LTD	(335,000)	(335,000)	0
Total Long Term Liabilities	11,937,793	12,342,793	(405,000)
Total Liabilities	12,272,793	12,677,793	(405,000)
Equity			
13000 · BDF - Restricted FB	(12,052,349)	(12,290,511)	238,162
13220 · BDF - Bond Costs (65)	153,930	0	153,930
13999 · Retained Earnings	74,324	0	74,324
Net Income	458,402	466,415	(8,013)
Total Equity	(11,365,693)	(11,824,095)	458,402
TOTAL LIABILITIES & EQUITY	<u>907,100</u>	<u>853,698</u>	<u>53,402</u>

Port of Newport - Bonded Debt Fund

Profit & Loss Budget vs. Actual

July 2021

	<u>Jul 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
18106 · Bond Levy Proceeds	4,306	0	4,306	100%
Total Income	<u>4,306</u>	<u>0</u>	<u>4,306</u>	<u>100%</u>
Gross Profit	4,306	0	4,306	100%
Expense				
17000 · Debt Service	85,945	505,371	(419,426)	17%
Total Expense	<u>85,945</u>	<u>505,371</u>	<u>(419,426)</u>	<u>17%</u>
Net Ordinary Income	(81,640)	(505,371)	423,731	16%
Other Income/Expense				
Other Income				
18200 · Bank Interest Income	3	13	(10)	21%
Total Other Income	<u>3</u>	<u>13</u>	<u>(10)</u>	<u>21%</u>
Net Other Income	3	13	(10)	21%
Net Income	<u><u>(81,637)</u></u>	<u><u>(505,359)</u></u>	<u><u>423,721</u></u>	<u><u>16%</u></u>

Port of Newport - Construction Fund

Balance Sheet

As of July 31, 2021

	<u>Jul 31, 21</u>	<u>Jul 31, 20</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
300 - Construction Fund	13,071	13,070	1
Total Checking/Savings	<u>13,071</u>	<u>13,070</u>	<u>1</u>
Total Current Assets	<u>13,071</u>	<u>13,070</u>	<u>1</u>
TOTAL ASSETS	<u>13,071</u>	<u>13,070</u>	<u>1</u>
LIABILITIES & EQUITY			
Equity			
13010 - CF - Unassigned FB	13,071	13,070	1
Net Income	<u>0</u>	<u>0</u>	<u>0</u>
Total Equity	<u>13,071</u>	<u>13,070</u>	<u>1</u>
TOTAL LIABILITIES & EQUITY	<u>13,071</u>	<u>13,070</u>	<u>1</u>

Port of Newport - Construction Fund

Profit & Loss Budget vs. Actual

July 2021

	<u>Jul 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Income/Expense				
Other Income				
18200 - Interest Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>100%</u>
Total Other Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>100%</u>
Net Other Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>100%</u>
Net Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>100%</u>

Port of Newport - Facility Maintenance Reserve Fund

Balance Sheet

As of July 31, 2021

	<u>Jul 31, 21</u>	<u>Jul 31, 20</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
200 · Facility Maintenance Rsrv Fund	373,251	261,794	111,456
Total Checking/Savings	373,251	261,794	111,456
Total Current Assets	373,251	261,794	111,456
TOTAL ASSETS	<u>373,251</u>	<u>261,794</u>	<u>111,456</u>
LIABILITIES & EQUITY			
Equity			
13005 · FMRF - Asgnd-Future Exp.	186,816	215,000	(28,184)
13006 · FMRF - Asgnd-CM Elec. Upgrades	138,000	0	138,000
13010 · FMRF - Unassigned FB	48,300	46,634	1,666
Net Income	135	161	(26)
Total Equity	373,251	261,794	111,456
TOTAL LIABILITIES & EQUITY	<u>373,251</u>	<u>261,794</u>	<u>111,456</u>

Port of Newport - Facility Maintenance Reserve Fund

Profit & Loss Budget vs. Actual

July 2021

	<u>Jul 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Income/Expense				
Other Income				
18200 · Interest Income	135	0	135	100%
Total Other Income	135	0	135	100%
Net Other Income	135	0	135	100%
Net Income	135	0	135	100%



CONSENT CALENDAR AGENDA ITEM

DATE: August 11, 2021
RE: NOAA Power Pedestal Supplemental Lease Agreement - SLA #27
TO: Paula Miranda / Port of Newport Board of Commissioners
ISSUED BY: Jim Durkee – NOAA Facility Manager

BACKGROUND

Starting in the spring of 2021, NOAA approached the Port of Newport requesting permission to install power pedestals to support their small boat fleet during winter storage. The pedestals would allow them to plug in block heaters to protect the engines and to perform basic work while the vessels are stored in the lot. The installation of the power pedestals presents two main concerns to the Port of Newport as a lessor, 1) Physical damage to existing structures or systems, 2) maintenance and repair. Any change to the conditions of the lease requires a signed and authorized Supplemental Lease Agreement (SLA) to proceed.

PURPOSE, SCOPE AND DETAIL

NOAA has asked to install 6 power stations in the laydown area parking lot and add 220 volt outlets outside the generator room in support of the small boat program. NOAA personnel worked with Port staff, electrical contractors, and PUD to develop an acceptable plan for installation of a new breaker in our panel, a new transformer, new breaker panel, conduit, outlets, and pedestals. NOAA's statement of work and images are attached to this report along with SLA 27. Per the SLA, NOAA agrees that any ongoing maintenance, repair, or subsequent replacement of the said Power Stations will be at the Government's expense during the existence of this lease.

BUDGET IMPLICATIONS

None- NOAA is paying for the materials and installations and all future maintenance and they pay for their own power.

RECOMMENDATION

Staff has been working with NOAA personnel to find an acceptable response to their request. The pedestal set-up is a logical solution to provide electrical service to small boats being stored in the lay-down area. SLA #27 addresses the Port's concerns. Staff recommends that the **Commission approve and authorize the General Manager to sign the Supplemental Lease Agreement - SLA #27 giving NOAA approval to proceed with the installation per the attached statement of work.**



NO: 27

DATE: July 28, 2021

SUPPLEMENTAL LEASE AGREEMENT

LEASE NO.: 09WSA0200C

ADDRESS OF PREMISES: 2002 SE Marine Science Drive, Newport, Oregon 97365

THIS AGREEMENT, made and entered into this date by and between Port of Newport, whose address is: 600 SE Bay Boulevard, Newport, Oregon 97365

hereinafter called the Lessor, and the UNITED STATES OF AMERICA, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease

NOW THEREFORE, these parties for the considerations hereinafter mentioned covenant and agree that the said Lease is amended at no additional lease cost, effective when signed by the Government:

This lease amendment is issued as approval and consent by the Lessor for the Government to furnish and install Power Stations as described in more detail in the attached Statement of Work (3 Pages) and Images (5 Pages), summarized as follows:

- i) A new power supply including a breaker in 1000 watt panel, transformer from 480 volt to 208/120 vac 3 phase 75 KVA to be mounted above the current transformer. This transformer will feed a Panel board interior 225amp 120/208vac 30amp circuit; further,
- ii) 6 - power stations in the laydown area parking lot; and,
- iii) 2 - 220 volt 50 amp outlets outside the generator room in support of the small boat program.

Said Statement of Work and associated Images were reviewed and approved by the Port of Newport, prior to the drafting of this Lease Amendment and are incorporated as part of the Lease terms and conditions.

Pursuant to Standard Form 2 - Additional Provisions, paragraph 10 and SFO Paragraph 1.6, entitled, "Services, Utilities, Maintenance: General", NOAA currently pays Central Lincoln Public Utilities Division directly for electrical costs. Electrical consumption from said Power Stations will be paid for directly by NOAA in the same manner.

Additionally, Pursuant to SFO Paragraph 1.6, entitled, "Services, Utilities, Maintenance: General", NOAA agrees that any ongoing maintenance, repair or subsequent replacement of the said Power Stations will be at the Government's expense during the existence of this lease.

All other terms and conditions of the lease shall remain in force and effect.

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names as of the date first above written.

LESSOR

Signature _____

Title _____

UNITED STATES OF AMERICA

Signature _____

Real Property Contracting Officer

STATEMENT OF WORK

INSTALLATION OF POWER STATIONS IN PARKING LOT

NM-AN2120-21-XXXX



1. BACKGROUND:

- 1.1. The National Oceanic and Atmospheric Administration (NOAA) operates a wide assortment of hydrographic survey, oceanographic research and fisheries survey vessels. These vessels are operated by NOAA's Office of Marine and Aviation Operations. Ships located in the Atlantic are managed by the Marine Operations Center-Atlantic (MOC-A) in Norfolk, Virginia. Ships located in the Pacific are managed by the Marine Operations Center-Pacific (MOC-P) in Newport, Oregon. Ships located in Hawaii are managed by the Marine Operations Center-Pacific Islands (MOC-PI). The ships are run by a combination of NOAA commissioned officers and civilian professional mariners. The civilian mariners include licensed masters, mates and engineers, and unlicensed members of the engine, steward and deck departments. In addition, survey and electronic technicians operate and/or maintain the ship's mission, communication and navigation equipment. The ship's officers and crew provide mission support and assistance to embarked scientists from various NOAA laboratories as well as the academic community.

2. OVERVIEW:

- 2.1. At our NOAA Newport, OR MOC-P location we want to install 6 power stations in the laydown area parking lot and add 220 outlets outside the generator room in support of the small boat program.

3. TECHNICAL SPECIFICATIONS:

- 3.1. 3.1. The items below are some general specifications that are required for the installation to meet or be equivalent to.
 - 3.1.1. Power Supply: A new power supply needs to be installed which includes a breaker in 1000 watt panel, transformer from 480 volt to 208/120 vac 3 phase 75 KVA to be mounted above the current transformer. This transformer will feed a Panel board interior 225amp 120/208vac 30amp circuit.
 - 3.1.1.1. Under 100 watt panel, drill a hole into the cinder block for conduit.

3.1.2. Power Stations/Stanchions : The six power stations need an RV-style connection box mounted on individual stanchions mounted on a concrete footing. The boxes and stanchions need to be weather resistant and made of stainless steel grade which only allow minimal surface rust.

- 3.1.2.1. Each box needs a (1)125 volt 50 amp plug, (1) 125 volt 30 Amp plug and (1) Single gang GFI plug.

- 3.1.2.1.1. 20/30/50 amp Midwest Parkmate Stainless Steel

- 3.1.2.1.2. Midwest Parkmate Stainless Steel post mount RV pedestal with composite head.

- 3.1.2.2. All exterior wiring needs to be buried to each stanchion and feed up through the center.

- 3.1.2.3. The locations of stanchions need to be setback from curb to prevent vehicles from hitting them and may include installing parking bollards.

3.1.2.3.1. The bollards are made of steel, filled with concrete, painted yellow and mounted to a concrete footing. STATEMENT OF WORK NM-AN2120-21-XXXX 3

3.1.3. 220 Plugs: There needs to be (2) 220 volt 50 amp plugs mounted on the exterior of the west side of the generator room and each plug of two most common plug styles to support welding operations.

4. Site visit available for measurements

4.1. NOAA facility has access controls in place to prevent the spread of the COVID-19 virus including but not limited to conducting a medical screening with a designated point of contact beginning 4 days prior to requiring access to the facility. Face masks are required at all times on the NOAA facility. 6ft social distancing is required to be maintained whenever possible.

4.2. The contractor may be restricted from accessing the facility without notice, the contractor will not be held responsible for delays to work resulting from NOAA access restrictions.

5. DELIVERABLE SCHEDULE:

5.1. XXXX

6. PLACE OF PERFORMANCE or DELIVERY ADDRESS:

6.1. 2002 SE Marine Science Drive, Newport OR 97365

7. SPECIAL CONSIDERATIONS:

7.1. -

7.2. Permit requirements for the City of Newport

8. TECHNICAL POINT OF CONTACT:

Name: Lisa Evans

Title: Supply Technician

Marine Operations Center - Pacific

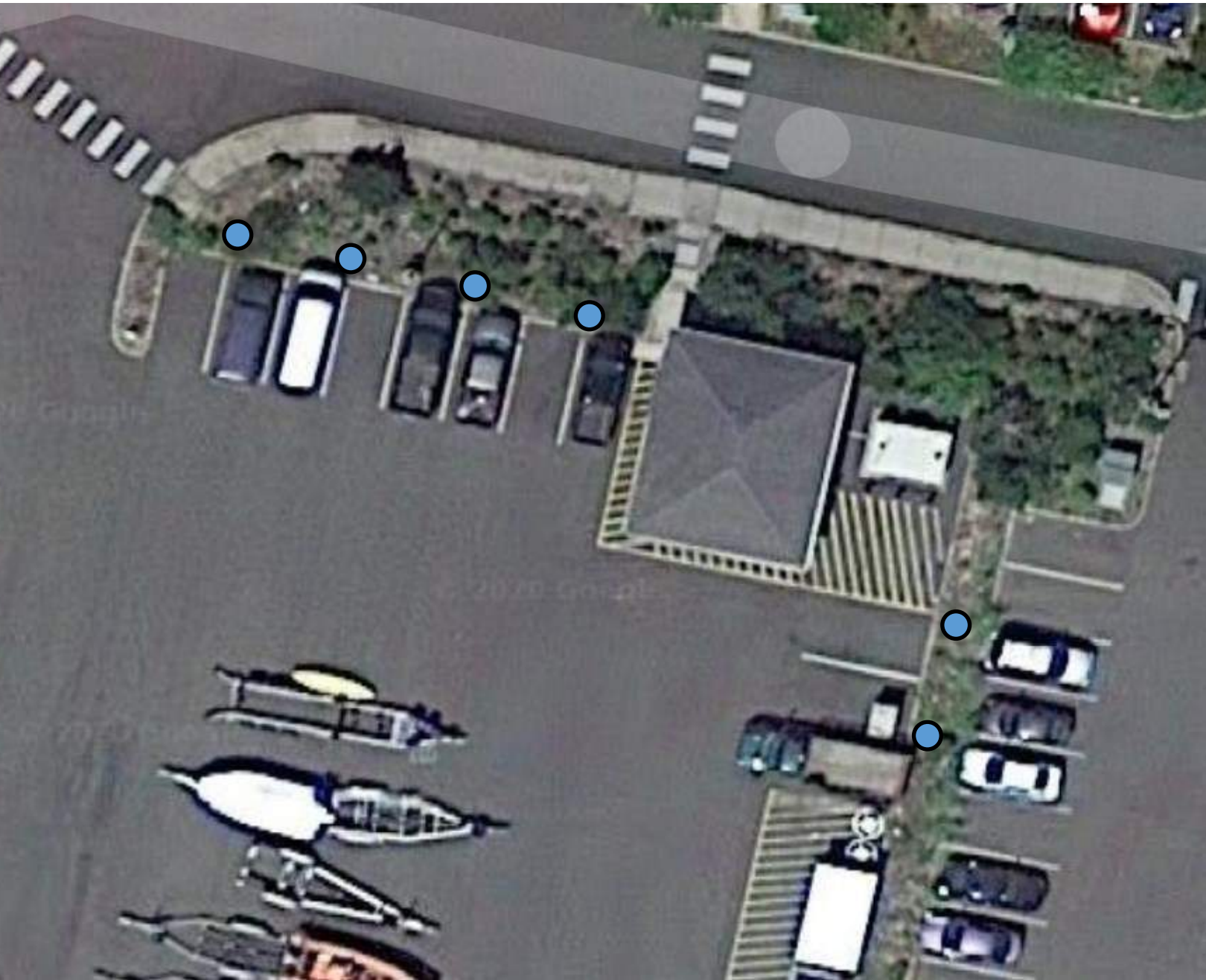
2002 SE Marine Science Drive

Newport, Oregon 97365

Office: 541-867-8736

Cel

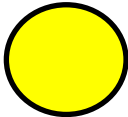
Fax:



● Locations of power stations



2 50-amp
welding re-
ceptacle



Conduit need to be ran UNDER sidewalk



4 mounting rounds to support weight of transformer .
Additional may be needed to support weight

Electrical Panel
6 50 amp single phase breakers

Transformer

Conduit and hole for external

SWITCHBOARD EDP
480/277
NOAA Marine Operations Center--Pacific
Installed 2011
Architect: Glas Architects, LLC
Elect. Engineer: Bazhizer & Hubbard Engineers
General Contractor: Andersen Construction
Electrical Contractor: Kyle Electric, Inc.

27	61	95	28	62	96
1	35	69	2	36	70
3	37				
5	39				
7	41				
9	43				
11	45				

Add breaker in the 100w panel to support 6 power stations with 50 amp
Plus 2 50 Amp Weld Circuits

WARNING **ADVERTENCIA** **AVERTISSEMENT**
 HAZARD OF ELECTRIC SHOCK OR ARC FLASH
 Before servicing this equipment, the user must be fully aware of the hazards involved in working on or near electrical equipment that may contain live parts. Failure to follow these instructions will result in serious injury or death.

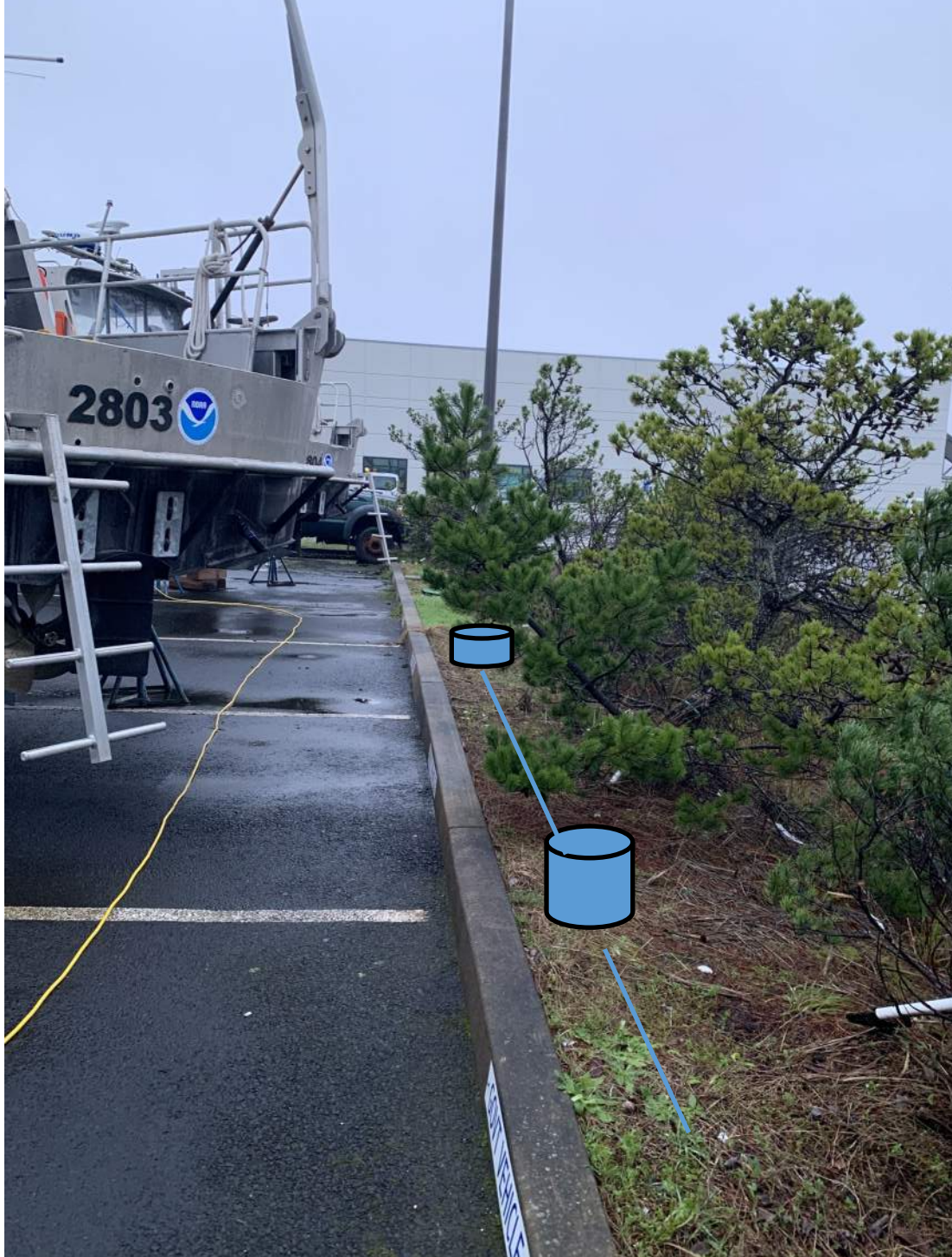
HAZARD OF ELECTRIC SHOCK OR ARC FLASH
 Before servicing this equipment, the user must be fully aware of the hazards involved in working on or near electrical equipment that may contain live parts. Failure to follow these instructions will result in serious injury or death.

HAZARD OF ELECTRIC SHOCK OR ARC FLASH
 Before servicing this equipment, the user must be fully aware of the hazards involved in working on or near electrical equipment that may contain live parts. Failure to follow these instructions will result in serious injury or death.

WAREHOUSE

OFFICE BUILDING

GENERATOR BUILDING TRANSFORMER TGE1



**PON - General Operatind Fund
Accounts Paid Report
June 2021**

Date	Num	Name	Memo	Class	Paid Amount
06/11/2021	46312	Advanced American Construction Inc	Piling replacement @ Port Dock 5		
04/20/2021	8412		Piling replacement @ Port Dock 5	01-General Operating Fund:300-Commercial Marina	-21,650.00
TOTAL					-21,650.00
06/11/2021	46313	Airgas USA LLC			
05/21/2021	9113501318		PO 50122-welding supplies	01-General Operating Fund:300-Commercial Marina	-221.02
05/21/2021	9113501319		PO 50122-welding supplies	01-General Operating Fund:300-Commercial Marina	-14.05
TOTAL					-235.07
06/11/2021	46314	Alliance Consulting Engineers	PD3/5 Electrical Upgrade Design		
06/01/2021	1621		PD3/5 Electrical Upgrade: complete permit drawings (90%), and provid...	01-General Operating Fund:300-Commercial Marina	-3,743.20
TOTAL					-3,743.20
06/11/2021	46315	AlSCO Inc			
05/31/2021	LPOR2656391		SB mats and rags	01-General Operating Fund:700-South Beach:710-SB Customer Service	-72.06
05/31/2021	LPOR2662349		SB mats and rags	01-General Operating Fund:700-South Beach:710-SB Customer Service	-72.06
06/26/2021	LPOR2666003		Shop towels	01-General Operating Fund:100- Administration	-34.75
TOTAL					-178.87
06/11/2021	46316	Alsea Bay Power Products Inc			
05/22/2021	339157		PO710302: lawn mower parts, bagging blade	01-General Operating Fund:700-South Beach:760-SB Operations	-68.97
06/05/2021	340282		PO 710310-lawn mower parts	01-General Operating Fund:700-South Beach:760-SB Operations	-232.45
TOTAL					-301.42
06/11/2021	46317	Amazon Capital Services Inc			
05/25/2021	1WRL-7W4T-RLLP		PO 710303 - Delta Grab Bar Handshower Mount x 2 shipping	01-General Operating Fund:700-South Beach:760-SB Operations	-22.50
05/27/2021	1L7D-KQJ7-WPTX		PO 710306 - SS Barrel pump	01-General Operating Fund:700-South Beach:760-SB Operations	-5.99
05/28/2021	13JG-KW4V-KX1T		PO 10119 - Martin Yale paper folding machine	01-General Operating Fund:700-South Beach:760-SB Operations	-92.95
05/29/2021	1Y1M-YKGN-CGQD		Teak/black workstations x 2 shipping	01-General Operating Fund:100- Administration	-833.89
06/02/2021	1GFF-MJ6V-FMJQ		PO 30267-Avalon A1 watercooler	01-General Operating Fund:100- Administration	-265.17
06/10/2021	1LL6-N6CM-RW9W		shipping fees	01-General Operating Fund:100- Administration	-63.97
06/10/2021	1LL6-N6CM-RW9W		PO10125: Smead pressguard report cover	01-General Operating Fund:300-Commercial Marina	-142.26
06/10/2021	1LL6-N6CM-RW9W			01-General Operating Fund:300-Commercial Marina	-30.00
06/10/2021	1LL6-N6CM-RW9W			01-General Operating Fund:100- Administration	-87.28
TOTAL					-1,544.01
06/11/2021	46318	American Red Cross	Adult and pediatric First Aid/CPR/AED training		
05/31/2021	22352097		Adult and pediatric First Aid/CPR/AED training - A. Bretz, M. Harris, A. ...	01-General Operating Fund:100- Administration	-1,090.00
TOTAL					-1,090.00
06/11/2021	46319	Barrelhead Supply Inc			
05/25/2021	305079		PO 50124: 2 gall herbicide tiox	01-General Operating Fund:500-International Terminal	-44.99
05/26/2021	305132		PO710304: Materials to build whellbarrow hitching post	01-General Operating Fund:700-South Beach:760-SB Operations	-436.88
06/02/2021	305356		PO710356-Fence posts for Annex chainlink fence	01-General Operating Fund:700-South Beach:760-SB Operations	-437.68
TOTAL					-919.55

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Date	Num	Name	Memo	Class	Paid Amount
06/11/2021	46320	Business Oregon - IFA	Debt service 655-41-01/11-13-576		
06/01/2021	65541 06/21		Loan 655-41-01/11-13-576	01-General Operating Fund:500-International Terminal	-2,083.33
TOTAL					-2,083.33
06/11/2021	46321	Central Lincoln PUD			
04/28/2021	302612071-04-21		SBM temp dock	01-General Operating Fund:500-International Terminal	-18.42
05/28/2021	302612070-05-21		Schedule 190T-Small Gen Service- Temporary	01-General Operating Fund:700-South Beach:710-SB Customer Service	-33.96
TOTAL					-52.38
06/11/2021	46322	CenturyLink - Business Service	Telephone		
06/01/2021	230324012		Telephone	01-General Operating Fund:100- Administration	-46.24
TOTAL					-46.24
06/11/2021	46323	City of Newport Room Tax	Transient room tax - May 2021		
05/31/2021	CON Rm Tax 2021-05		Transient room tax - May 2021	01-General Operating Fund:700-South Beach:710-SB Customer Service	-9,164.57
TOTAL					-9,164.57
06/11/2021	46324	Coastal Paper & Supply Inc	PO710309: restroom paper and cleaning supplies		
06/02/2021	591762		PO710309: restroom paper and cleaning supplies	01-General Operating Fund:700-South Beach:760-SB Operations	-1,538.47
TOTAL					-1,538.47
06/11/2021	46325	Coastal Refrigeration Heating & AC LLC			
05/20/2021	I1610		PO710287-Twice yearly refrigeration maint.	01-General Operating Fund:700-South Beach:760-SB Operations	-140.00
05/20/2021	I1611		PO710287-Twice yearly refrigeration maint.	01-General Operating Fund:700-South Beach:760-SB Operations	-140.00
TOTAL					-280.00
06/11/2021	46326	Copeland Lumber Yards Inc			
05/26/2021	2105-075710		PO 50125-80 lb bag mortar mix, concrete trowel for hoist project	01-General Operating Fund:500-International Terminal	-22.09
06/01/2021	2106-079081		PO 30275-silicone	01-General Operating Fund:300-Commercial Marina	-27.16
06/09/2021	2106-084487		PO 30281-2"x4"x6' lumber, bungie cords	01-General Operating Fund:300-Commercial Marina	-21.41
TOTAL					-70.66
06/11/2021	46327	Dahl & Dahl Inc	PO30273: Load of garbage to dump		
05/27/2021	273704		PO30273: load of garbage to dump	01-General Operating Fund:300-Commercial Marina	-188.37
TOTAL					-188.37
06/11/2021	46328	Daniel Burch	Moorage refund for Hercules reservation # 9123682		
06/07/2021	Res # 9123682		Moorage refund for Hercules reservation # 9123682	01-General Operating Fund:700-South Beach	-2,843.62
TOTAL					-2,843.62

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Date	Num	Name	Memo	Class	Paid Amount
06/11/2021	46329	Design Space Modular Buildings PNW LP	Temporary office rental		
05/07/2021	1191068-IN		Temporary office rental	01-General Operating Fund:100- Administration	-877.00
TOTAL					-877.00
06/11/2021	46330	DOWL	PD5 Project - Engineering services		
06/03/2021	0860-0003.50-7		PD5 Project - Engineering services	01-General Operating Fund:300-Commercial Marina	-6,918.75
TOTAL					-6,918.75
06/11/2021	46331	Ecolube Recovery LLC	PO710305: Used oil recovery		
05/31/2021	9865052621		PO710242: Used oil recovery	01-General Operating Fund:700-South Beach:760-SB Operations	-200.05
TOTAL					-200.05
06/11/2021	46332	Englund Marine Supply Co Inc			
06/01/2021	981520/6		PO50126-5/8' /ss nuts, 5/8" x 4 1/2" carriage bolts for hoist repair	01-General Operating Fund:500-International Terminal	-10.56
06/04/2021	981700/6		2" male camlock, 2" female coupler, 2" galv, close nipple, 2" gal elbow,...	01-General Operating Fund:300-Commercial Marina	-147.64
06/04/2021	981688/6		3/8 wire hose, 6GE-6FX fittings	01-General Operating Fund:300-Commercial Marina	-47.52
TOTAL					-205.72
06/11/2021	46333	Fastenal Company Inc	PO730256 - drill bit		
04/26/2021	ORNEW144671		PO730256 - drill bit	01-General Operating Fund:300-Commercial Marina	-101.61
TOTAL					-101.61
06/11/2021	46334	FIB MasterCard AB	FIB MC-AB 4/2021 charges		
05/23/2021	FIB MC-AB 5/2021		Webinar-What's Your Port Worth Zoom: online meeting software	01-General Operating Fund:100- Administration 01-General Operating Fund:100- Administration	-100.00 -29.98
TOTAL					-129.98
06/11/2021	46335	FIB MasterCard MB	FIB MC-MB 4/2021 charges		
05/23/2021	FIB MC-MB 5/2021		Mats for SB Mats for admin Ziprecruiter, recruitment of staff Credti card proccsing Hosting for QB Fred Meyer-Microwave for admin office	01-General Operating Fund:700-South Beach:710-SB Customer Service 01-General Operating Fund:100- Administration 01-General Operating Fund:100- Administration 01-General Operating Fund:100- Administration 01-General Operating Fund:100- Administration 01-General Operating Fund:100- Administration	-300.00 -42.00 -119.00 -207.30 -280.45 -119.99
TOTAL					-1,068.74
06/11/2021	46336	FIB MasterCard PM	FIB MC-PM 5/2021 charges		
05/23/2021	FIB MC-PM 5/2021		FTD Flowers: Get well flowers to Commissioner Rutherford	01-General Operating Fund:100- Administration	-81.38
TOTAL					-81.38

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Date	Num	Name	Memo	Class	Paid Amount
06/11/2021	46337	Fitzpatrick Painting	Balance for SB painting		
05/31/2021	F-0521024A		Balance for SB painting	01-General Operating Fund:700-South Beach:760-SB Operations	-16,568.00
TOTAL					-16,568.00
06/11/2021	46338	Halco Welding Inc	NIT trailer repair project		
05/01/2021	73300		NIT trailer repair project	01-General Operating Fund:500-International Terminal	-128.50
TOTAL					-128.50
06/11/2021	46339	HDR Engineering Inc	PD5 Pier Replacement #3200-16-01, Project #3400-20-03, EDA #07-...		
06/04/2021	1200353453	US Dept. of Commerce Grants	PD5 Approach Pier - Professional services -construction inspector	01-General Operating Fund:300-Commercial Marina	-7,735.00
			PD5 Approach Pier - Professional services-project accountant	01-General Operating Fund:300-Commercial Marina	-150.00
			PD5 Approach Pier - Professional services-project coordinator	01-General Operating Fund:300-Commercial Marina	-625.00
			PD5 Approach Pier - Professional services-project manager	01-General Operating Fund:300-Commercial Marina	-6,831.00
			Expenses of \$2090.30 less 10 percent retention of -1743.13	01-General Operating Fund:300-Commercial Marina	-347.17
TOTAL					-15,688.17
06/11/2021	46340	Hyak	IT services - MS 365, web filtering, desktop support 6/15/21-7/14/21		
06/01/2021	26551		IT services - MS 365, web filtering, desktop support 6/15/21-7/14/21	01-General Operating Fund:100- Administration	-4,625.00
TOTAL					-4,625.00
06/11/2021	46341	Industrial Welding Supply Inc	PO 50129- ear plugs, welding rod		
06/02/2021	00969231.00		PO 50129- ear plugs, welding rod	01-General Operating Fund:300-Commercial Marina	-53.60
			PO 50129- ear plugs, welding rod	01-General Operating Fund:300-Commercial Marina	-39.04
TOTAL					-92.64
06/11/2021	46342	Lincoln County Public Works	Fuel for trucks		
06/01/2021	6204		Fuel for trucks - CM	01-General Operating Fund:300-Commercial Marina	-132.83
			Fuel for trucks - SB	01-General Operating Fund:700-South Beach:760-SB Operations	-127.52
TOTAL					-260.35
06/11/2021	46343	Neutron Industries	PO 30260 - Deoderant spray		
05/05/2021	901971513		PO 30260 - Deoderant spray	01-General Operating Fund:300-Commercial Marina	-185.00
			Freight	01-General Operating Fund:300-Commercial Marina	-20.67
TOTAL					-205.67
06/11/2021	46344	Newport Gutter Cleaning	PO710291: Moss treatment for Marina Building		
05/10/2021	1217		PO710291: Moss treatment for Marina Building	01-General Operating Fund:700-South Beach:760-SB Operations	-1,000.33
TOTAL					-1,000.33
06/11/2021	46345	Newport News-Times	Legal Notice - Budget Hearing		
05/19/2021	102501-23-19		Legal Notice - Budget Hearing	01-General Operating Fund:100- Administration	-348.84
TOTAL					-348.84

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Date	Num	Name	Memo	Class	Paid Amount
06/11/2021	46346	OR DAS Surplus Property			
06/07/2021	ARK46095		PO30281-Pulling cable 9/16"	01-General Operating Fund:300-Commercial Marina	-150.00
06/09/2021	ARK46104		PO30281: ratcheting box wrench	01-General Operating Fund:300-Commercial Marina	-10.00
TOTAL					-160.00
06/11/2021	46347	Oregon Department of State Lands	Annual DSL waterway lease fee APP0011720 (ML10445) - 7/12021-...		
06/07/2021	24001		Annual DSL waterway lease fee APP0011720 (ML10445) - 7/12021-6/...	01-General Operating Fund:300-Commercial Marina	-13,196.45
TOTAL					-13,196.45
06/11/2021	46348	Orkin	Pest control		
06/01/2021	33231305		Pest control	01-General Operating Fund:100- Administration	-45.00
TOTAL					-45.00
06/11/2021	46349	PacificSource Administrators Inc			
06/01/2021	26212		6/5/2021 HRE Insurance Withholding	01-General Operating Fund:100- Administration	-160.84
			6/5/2021 HRE Insurance Withholding	01-General Operating Fund:700-South Beach:760-SB Operations	-50.00
			6/5/2021 HRE Insurance Withholding	01-General Operating Fund:300-Commercial Marina	-17.50
06/01/2021	26213		6/20/2021 HRE Insurance Withholding	01-General Operating Fund:100- Administration	-160.84
			6/20/2021 HRE Insurance Withholding	01-General Operating Fund:700-South Beach:760-SB Operations	-50.00
			6/20/2021 HRE Insurance Withholding	01-General Operating Fund:300-Commercial Marina	-17.50
06/01/2021	12009		June HRE member fees	01-General Operating Fund:100- Administration	-85.00
TOTAL					-541.68
06/11/2021	46350	Patrick Bishop	PO50133: Hoist base repair		
06/04/2021	392353		PO50133: Hoist base repair	01-General Operating Fund:500-International Terminal	-2,325.00
TOTAL					-2,325.00
06/11/2021	46351	PBS Engineering and Environmental Inc.	Project- Rogue Brewery Seawall Ph2 Investigation		
05/24/2021	0074183.000-1		Project- Rogue Brewery Seawall Ph2 Investigation	01-General Operating Fund:700-South Beach:760-SB Operations	-1,592.50
TOTAL					-1,592.50
06/11/2021	46352	Pioneer Connect			
06/01/2021	113823 5/2021		SB Office phone	01-General Operating Fund:700-South Beach:710-SB Customer Service	-232.52
06/01/2021	115083 5/2021		SB shop phone	01-General Operating Fund:700-South Beach:760-SB Operations	-41.63
TOTAL					-274.15
06/11/2021	46354	Platt Electric Supply Inc			
05/06/2021	1Q26973		PO 30261-knife switch	01-General Operating Fund:300-Commercial Marina	-67.80
06/08/2021	1Q83898		PO30280- 9" side cutters 2 each, wire stripper	01-General Operating Fund:300-Commercial Marina	-61.12
			PO30280- 9" side cutters 2 each, wire stripper	01-General Operating Fund:300-Commercial Marina	-38.99
TOTAL					-167.91

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Date	Num	Name	Memo	Class	Paid Amount
06/11/2021	46355	Quadient Finance USA Inc	Postage		
05/27/2021	May 2021		Equipment rental	01-General Operating Fund:100- Administration	-172.32
			Flexlimit Protection fee	01-General Operating Fund:100- Administration	-3.22
TOTAL					-175.54
06/11/2021	46356	Rondys Inc dba Yaquina Industrial Park	Gear storage lease		
05/01/2021	Lease 2021-05		Gear storage lease	01-General Operating Fund:500-International Terminal	-2,000.00
TOTAL					-2,000.00
06/11/2021	46357	Solmar Hydro Inc	PO30245: bathymetric survey of Swede's and 343 Bay Blvd		
05/07/2021	PON_2_21		PO30245: bathymetric survey of Swede's and 343 Bay Blvd	01-General Operating Fund:300-Commercial Marina	-3,070.00
TOTAL					-3,070.00
06/11/2021	46358	Special Districts Insurance Services	Monthly health-dental-life insurance		
06/01/2021	Jly Health-Dental-Lf		Monthly health-dental-life insurance	01-General Operating Fund:100- Administration	-5,347.14
			Monthly health-dental-life insurance	01-General Operating Fund:300-Commercial Marina	-4,480.60
			Monthly health-dental-life insurance	01-General Operating Fund:700-South Beach:710-SB Customer Service	-2,678.50
			Monthly health-dental-life insurance	01-General Operating Fund:700-South Beach:760-SB Operations	-4,470.74
			Monthly health-dental-life insurance	01-General Operating Fund:500-International Terminal	-1,792.24
TOTAL					-18,769.22
06/11/2021	46359	Spiro Landscaping Inc	PO710240: weekly mowing		
05/27/2021	00026274		PO710240: weekly mowing	01-General Operating Fund:700-South Beach:760-SB Operations	-1,220.00
TOTAL					-1,220.00
06/11/2021	46360	Staples			
05/31/2021	3478555941		PO720013: office supplies	01-General Operating Fund:700-South Beach:710-SB Customer Service	-121.74
05/31/2021	3478555937		PO10113: office supplies	01-General Operating Fund:100- Administration	-131.78
05/31/2021	3478555944		PO720013: office supplies	01-General Operating Fund:700-South Beach:710-SB Customer Service	-28.19
05/31/2021	3478555938		PO10119: office supplies	01-General Operating Fund:100- Administration	-95.54
05/31/2021	3478555934		PO10110: offices supplies	01-General Operating Fund:100- Administration	-90.42
05/31/2021	3478555942		PO720013: office supplies	01-General Operating Fund:700-South Beach:710-SB Customer Service	-16.80
05/31/2021	3478555945		PO720013: office supplies	01-General Operating Fund:700-South Beach:710-SB Customer Service	-17.83
TOTAL					-502.30
06/11/2021	46361	Streamline	Website monthly fee		
06/01/2021	AC7C0FE6-0007		Website monthly fee	01-General Operating Fund:100- Administration	-450.00
TOTAL					-450.00
06/11/2021	46362	Suburban Propane			
05/25/2021	1568-103903CM 05 21		Propane delivery	01-General Operating Fund:300-Commercial Marina	-214.66
05/31/2021	1568-103888 5/21 SB		Propane - Acct #1568-103888 SB delivery 5/4/2021 104300	01-General Operating Fund:700-South Beach:760-SB Operations	-115.66
TOTAL					-330.32

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Date	Num	Name	Memo	Class	Paid Amount
06/11/2021	46363	Summit Public Relations Strat LLC	Communication support services - April-May 2021		
06/01/2021	721		Communication support services - April-May 2021	01-General Operating Fund:100- Administration	-1,950.00
TOTAL					-1,950.00
06/11/2021	46364	T & L Septic Tank Service			
04/26/2021	152884		Chemical toilet rental - Bay Front 4/26/21-5/25/21	01-General Operating Fund:300-Commercial Marina	-280.00
04/26/2021	152885		Chemical toilet rental - Bay Front- Special Service Toilets	01-General Operating Fund:300-Commercial Marina	-350.00
04/26/2021	152886		Chemical toilet rental - Marina Store - 4/26/2021-5/25/2021	01-General Operating Fund:700-South Beach:760-SB Operations	-80.00
04/26/2021	152887		Chemical toilet rental - SB Marina & RV Park - South restroom 4/26/20...	01-General Operating Fund:700-South Beach:760-SB Operations	-80.00
04/26/2021	152888		Chemical toilet rental - Marina & RV Park - 4/26/2021-5/25/2021	01-General Operating Fund:700-South Beach:760-SB Operations	-80.00
04/26/2021	152890		Chemical toilet rental - Marina- Dry camp/boat launch 4/26/2021-5/25/2...	01-General Operating Fund:700-South Beach:760-SB Operations	-80.00
04/26/2021	152889		Chemical toilet rental - NIT-Chemical toilet rental - NIT - 4/26/2021-5/2...	01-General Operating Fund:500-International Terminal	-80.00
TOTAL					-1,030.00
06/11/2021	46365	TCB Security Services Inc.	Monthly security		
06/01/2021	231470		Monthly security	01-General Operating Fund:300-Commercial Marina	-2,116.95
			Monthly security	01-General Operating Fund:700-South Beach:710-SB Customer Service	-2,116.95
			Monthly security	01-General Operating Fund:700-South Beach:760-SB Operations	-2,116.95
			Monthly security	01-General Operating Fund:500-International Terminal	-1,121.15
TOTAL					-7,472.00
06/11/2021	46366	Thompson's Sanitary Service Inc			
05/31/2021	13499 2021-05		Trash disposal - PD7	01-General Operating Fund:300-Commercial Marina	-1,158.28
05/31/2021	12058 2021-05		Trash disposal - NIT	01-General Operating Fund:500-International Terminal	-2,206.52
05/31/2021	12514 2021-05		Trash disposal - SBOP	01-General Operating Fund:700-South Beach:760-SB Operations	-4,475.60
TOTAL					-7,840.40
06/11/2021	46367	Timothy Saucerman	Refund for cxl'd reservation-CC change		
05/31/2021	Herc #9187894		Hercules Reservation #9187894Refund for cxl'd reservation-CC change	01-General Operating Fund:700-South Beach	-34.42
TOTAL					-34.42
06/11/2021	46368	US Foods - Chef'Store	PO7710298: breakroom supplies		
05/19/2021	012000013119		PO710298: breakroom supplies	01-General Operating Fund:700-South Beach:760-SB Operations	-112.92
TOTAL					-112.92
06/11/2021	46369	Voya (State of Oregon Plan)	Monthly Employee Contributions		
05/01/2021	2021-05		Durkee, James (8024)	01-General Operating Fund:100- Administration	-50.00
TOTAL					-50.00
06/11/2021	46370	Western States Electrical Const Inc	SB Marina electric load centers progress billing to 4/29/2021		
05/25/2021	19889		SB Marina electric load centers progress billing to 4/29/2021	01-General Operating Fund:700-South Beach:760-SB Operations	-2,511.00
TOTAL					-2,511.00

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Date	Num	Name	Memo	Class	Paid Amount
06/11/2021	46353	Yaquina Boat Equipment Inc			
05/26/2021	39827		PO 710297-SS 1 1/4" 40 pipe, SS 304 flatbar 1/4" x 1 1/2	01-General Operating Fund:700-South Beach:760-SB Operations	-380.17
06/02/2021	39853		PO 710297-SS 1 1/4" 40 pipe, SS 304 flatbar 1/4" x 1 1/2	01-General Operating Fund:700-South Beach:760-SB Operations	-33.17
TOTAL					-413.34
06/11/2021	46371	Business Oregon - IFA	Loan #L12005		
06/01/2021	L12005 2021		Loan L12005	01-General Operating Fund:500-International Terminal	-128,237.81
			Loan L12005	01-General Operating Fund:500-International Terminal	-89,973.84
TOTAL					-218,211.65
06/18/2021	46372	ACE Hardware Inc	PO 30283- XL gloves, 3 pk LG gloves, lithium battery 2450		
06/11/2021	5106/1		PO 30283-lithium battery 2450x2	01-General Operating Fund:300-Commercial Marina	-13.98
			XL glovesx3	01-General Operating Fund:300-Commercial Marina	-26.97
			3 pk LG glovesx2	01-General Operating Fund:300-Commercial Marina	-25.98
TOTAL					-66.93
06/18/2021	46373	Amazon Capital Services Inc			
06/07/2021	1LG7-NV13-TK61		PO 710311-Casting Epoxy	01-General Operating Fund:700-South Beach:760-SB Operations	-480.00
06/07/2021	149K-VN73-Q9D3		SB office supplies, staplers, Waterproof lables	01-General Operating Fund:700-South Beach:710-SB Customer Service	-40.25
06/10/2021	1LDK-LHKY-KVX4		PO10125: office supplies	01-General Operating Fund:100- Administration	-5.88
06/14/2021	19TF-RDYJ-JRW6		PO710314-Emergency Eye Wash Station, safety glasses	01-General Operating Fund:700-South Beach:760-SB Operations	-149.12
06/15/2021	174X-9GHP-GJYD		PO10121- 600 watt power supply	01-General Operating Fund:100- Administration	-179.97
TOTAL					-855.22
06/18/2021	46374	Business Oregon - OBDD	Loan 655-36-02, Q10001		
06/17/2021	655-36-02 Jly 2021		Loan 655-36-02, Q10001	01-General Operating Fund:500-International Terminal	-5,641.20
			Loan 655-36-02, Q10001	01-General Operating Fund:500-International Terminal	-2,158.80
TOTAL					-7,800.00
06/18/2021	46375	Century Link			
06/05/2021	541-265-7758-840B		Telephone-Monthly Charges Acct #541-265-7758 840B	01-General Operating Fund:100- Administration	-220.30
06/05/2021	541-265-9651-245B		Telephone-Monthly Charges Acct #541-265-9651 245B	01-General Operating Fund:500-International Terminal	-201.70
TOTAL					-422.00
06/18/2021	46376	Copeland Lumber Yards Inc	PO 710317-Tevack tape, caulk, sandpaper		
06/11/2021	2106-086173		PO 710317-Tevack tape, caulk, sandpaper	01-General Operating Fund:300-Commercial Marina	-73.98
TOTAL					-73.98
06/18/2021	46377	Deanna K Davis	Reimburse for lunch provided during front office coverage		
06/15/2021	Reimbursement		Reimburse for lunch provided during front office coverage	01-General Operating Fund:100- Administration	-16.85
TOTAL					-16.85

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Date	Num	Name	Memo	Class	Paid Amount
06/18/2021	46378	Design Space Modular Buildings PNW LP	Temporary office rental		
04/09/2021	1186647-IN		Temporary office rental	01-General Operating Fund:100- Administration	-877.00
TOTAL					-877.00
06/18/2021	46379	Englund Marine Supply Co Inc			
06/04/2021	981709/6		PO30279-T-Bolt hose clamp x6	01-General Operating Fund:300-Commercial Marina	-33.96
06/11/2021	982014/6		PO30284: JB Weld -Epoxy	01-General Operating Fund:300-Commercial Marina	-6.56
06/17/2021	982215/6		PO 710321 - Gloves, brass nipple	01-General Operating Fund:700-South Beach:760-SB Operations	-85.78
TOTAL					-126.30
06/18/2021	46380	Fastenal Company Inc	PO10128-wall anchors to hang wall pockets		
06/16/2021	ORNEW145302		PO10128-wall anchors to hang wall pockets	01-General Operating Fund:300-Commercial Marina	-2.87
TOTAL					-2.87
06/18/2021	46381	G & K Floors	Janitorial services - Port office and SB		
06/01/2021	060121		Janitorial services - SB	01-General Operating Fund:700-South Beach:710-SB Customer Service	-3,760.00
			Janitorial services - Port office	01-General Operating Fund:100- Administration	-200.00
TOTAL					-3,960.00
06/18/2021	46382	Hyak	PO 30269- Radio link the hoist shack W/labor & travel		
06/16/2021	26621		PO 30269- Radio link the hoist shack W/labor & travel	01-General Operating Fund:100- Administration	-550.00
TOTAL					-550.00
06/18/2021	46383	MacPherson Gintner & Diaz	Legal services		
05/31/2021	81921 2021-05		Legal services	01-General Operating Fund:100- Administration	-2,962.50
TOTAL					-2,962.50
06/18/2021	46384	Mark Harris	Employee reimbursement - postage		
06/15/2021	Postage Reimburse		Employee reimbursement - postage	01-General Operating Fund:700-South Beach:710-SB Customer Service	-26.35
TOTAL					-26.35
06/18/2021	46385	Newport Rental Service			
06/15/2021	128103		PO 50138-Mower blades mandrel kits	01-General Operating Fund:500-International Terminal	-27.98
06/16/2021	128141		PO 50140-Bolt for mower blade	01-General Operating Fund:500-International Terminal	-65.98
06/16/2021	128117		PO 50139-drive belt pulleys for riding mower	01-General Operating Fund:500-International Terminal	-5.99
TOTAL					-115.93
06/18/2021	46386	Newport News-Times	Notice of Possessory Lien		
06/04/2021	06-04 public notice		Notice of Possessory Lien	01-General Operating Fund:700-South Beach:760-SB Operations	-134.30
TOTAL					-134.30

**PON - General Operatind Fund
Accounts Paid Report
June 2021**

Date	Num	Name	Memo	Class	Paid Amount
06/18/2021	46387	Platt Electric Supply Inc	PO30277-Load center replacement kit		
06/02/2021	1Q38987		PO30277-Load center replacement kit PO30277-Load center replacement kit	01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:300-Commercial Marina	-66.01 -50.00
TOTAL					-116.01
06/18/2021	46388	Suburban Propane	Propane - Acct #1568-103903 CM		
06/15/2021	1568-103903 6/21		Propane - Acct #1568-103903 CM	01-General Operating Fund:300-Commercial Marina	-180.50
TOTAL					-180.50
06/18/2021	46389	T & L Septic Tank Service	PO 50134-pump out		
06/09/2021	169129		PO 50134-pump out	01-General Operating Fund:500-International Terminal	-450.00
TOTAL					-450.00
06/18/2021	46390	Thompson's Nursery LLC	PO710318: landscape plants		
06/18/2021	947014		PO710318: landscape plants	01-General Operating Fund:700-South Beach:760-SB Operations	-450.00
TOTAL					-450.00
06/18/2021	46391	Toyota Industries Commercial Finance Inc	Debt service - 2017 CM Forklift		
06/08/2021	4003162902		2017 CM Forklift - Principal 2017 CM Forklift - Interest	01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:300-Commercial Marina	-621.60 -37.95
TOTAL					-659.55
06/18/2021	46392	Troyer's Marine Supply	PO30268: bolts, nuts, washers		
06/05/2021	254853		PO30268: bolts, nuts, washers	01-General Operating Fund:300-Commercial Marina	-35.46
TOTAL					-35.46
06/18/2021	46393	TWGW Inc NAPA Auto Parts	PO 710316-Brake cleaner, wire strippers		
06/11/2021	884120		PO 710316-Brake cleaner, wire strippers	01-General Operating Fund:700-South Beach:760-SB Operations	-82.22
TOTAL					-82.22
06/18/2021	46394	Ultra Life Cafe	PO 10114-110115 -Boxed lunches for CPR training		
06/15/2021	000090		PO 10114-110115 -Boxed lunches for CPR training	01-General Operating Fund:100- Administration	-290.00
TOTAL					-290.00
06/18/2021	46395	US Foods - ChefStore			
06/15/2021	1230130074		PO 50136: breakroom supplies	01-General Operating Fund:700-South Beach:760-SB Operations	-89.82
06/15/2021	1230130086		PO 710320: breakroom supplies	01-General Operating Fund:700-South Beach:760-SB Operations	-127.62
TOTAL					-217.44

PON - General Operatind Fund
Accounts Paid Report
June 2021

Date	Num	Name	Memo	Class	Paid Amount
06/18/2021	46396	Wells Fargo Financial Leasing	603-0208292 Copier Leases		
06/05/2021	5015416264		603-0208292 Copier Leases - North Office 603-0208292 Copier Leases - SB Office	01-General Operating Fund:100- Administration 01-General Operating Fund:700-South Beach:710-SB Customer Service	-141.50 -141.50
TOTAL					-283.00
06/18/2021	46397	Willard Osborn	SB Marina Refund		
06/11/2021	8964672		Res # 8964672- Refund SB Marina	01-General Operating Fund:700-South Beach	-775.62
TOTAL					-775.62
06/18/2021	46398	Ann Tarr	Employee reimbursement - first aid/CPR training		
06/18/2021	Reimburse		Walmart: beverages for first aid/CPR trainings JC Market: beverages for first aid/CPR trainings JC Market: donuts for first aid/CPR trainings JC Market: donuts for first aid/CPR trainings	01-General Operating Fund:100- Administration 01-General Operating Fund:100- Administration 01-General Operating Fund:100- Administration 01-General Operating Fund:100- Administration	-45.10 -1.68 -12.19 -23.67
TOTAL					-82.64
06/28/2021	46399	Amazon Capital Services Inc	Office supplies		
06/19/2021	1K71-19LM-TJHF		Office supplies	01-General Operating Fund:100- Administration	-23.97
TOTAL					-23.97
06/28/2021	46400	Ann Tarr	Employee reimbursement - safety committee lunch		
06/23/2021	Reimburse		Employee reimbursement - safety committee lunch	01-General Operating Fund:100- Administration	-55.03
TOTAL					-55.03
06/28/2021	46401	Barrelhead Supply Inc	PO710301-2 each 7.5 cu ft poly wheelbarrows		
06/22/2021	306195		PO710301-7 each 7.5 cu ft poly wheelbarrows	01-General Operating Fund:700-South Beach:760-SB Operations	-1,225.00
TOTAL					-1,225.00
06/28/2021	46402	Central Coast Excavating Inc	Storm drain replacement - South Beach fuel dock & restroom area		
06/20/2021	2021-06-21		Storm drain replacement - South Beach fuel dock & restroom area	01-General Operating Fund:700-South Beach:760-SB Operations	-15,028.00
TOTAL					-15,028.00
06/28/2021	46403	Central Lincoln PUD	SBM temp dock		
05/28/2021	302612071-05-21		SBM temp dock	01-General Operating Fund:500-International Terminal	-48.45
TOTAL					-48.45
06/28/2021	46404	Copeland Lumber Yards Inc	PO30285: restroom supplies		
06/21/2021	2106-091826		PO30285: restroom supplies	01-General Operating Fund:300-Commercial Marina	-8.28
TOTAL					-8.28

PON - General Operatind Fund
Accounts Paid Report
June 2021

Date	Num	Name	Memo	Class	Paid Amount
06/28/2021	46405	Creative Landscape & Maintenance	Landscape maintenance - 04/21, 05/21		
06/11/2021	1145-1070		Landscape maintenance - 04/21, 05/21	01-General Operating Fund:100- Administration	-1,170.00
TOTAL					-1,170.00
06/28/2021	46406	Dahl & Dahl Inc	PO 50142-dispose of rotten pallets		
06/17/2021	274898		PO 50142-dispose of rotten pallets	01-General Operating Fund:500-International Terminal	-114.54
TOTAL					-114.54
06/28/2021	46407	Doug's Electric Inc	PO710289- Repair to A Dock electric		
06/16/2021	C35842F		PO710289- Repair to A Dock electric	01-General Operating Fund:700-South Beach:760-SB Operations	-6,204.00
TOTAL					-6,204.00
06/28/2021	46408	EARTH20	Bottled water		
06/22/2021	343322		Bottled water	01-General Operating Fund:300-Commercial Marina	-73.40
TOTAL					-73.40
06/28/2021	46409	Fred Meyer Customer Charges			
05/20/2021	238657		PO710299- Duct tape for RV/Marina Office	01-General Operating Fund:700-South Beach:710-SB Customer Service	-55.93
06/24/2021	0238834		PO710327-Printer Ink	01-General Operating Fund:700-South Beach:760-SB Operations	-199.92
TOTAL					-255.85
06/28/2021	46410	G & K Floors	Janitorial services - Port office and SB		
06/20/2021	070121		Janitorial services - SB	01-General Operating Fund:700-South Beach:710-SB Customer Service	-3,760.00
			Janitorial services - Port office	01-General Operating Fund:100- Administration	-200.00
TOTAL					-3,960.00
06/28/2021	46411	Les Schwab Tire Center Inc	PO30282: casters, bushings, bearings		
06/21/2021	72500464313		PO30282: casters, bushings, bearings	01-General Operating Fund:300-Commercial Marina	-659.48
TOTAL					-659.48
06/28/2021	46412	Lincoln County Clerk	Special Election Costs - May 18, 2021		
06/11/2021	Election		Special Election Costs - May 18, 2021	01-General Operating Fund:100- Administration	-3,658.00
TOTAL					-3,658.00
06/28/2021	46413	Mark Brown	Employee reimbursement - coffee for office		
06/21/2021	Reimbursement		Employee reimbursement - coffee for office	01-General Operating Fund:100- Administration	-69.98
TOTAL					-69.98

**PON - General Operatind Fund
Accounts Paid Report
June 2021**

Date	Num	Name	Memo	Class	Paid Amount
06/28/2021	46414	Mark Harris	Employee reimbursement - breakroom supplies		
06/23/2021	Reimburse		Employee reimbursement - breakroom supplies	01-General Operating Fund:100- Administration	-37.22
TOTAL					-37.22
06/28/2021	46415	NW Natural			
06/17/2021	1584562-1 6-21		SB gas	01-General Operating Fund:700-South Beach:710-SB Customer Service	-171.12
06/17/2021	1584561-3 6-21		SB gas - shop	01-General Operating Fund:700-South Beach:760-SB Operations	-52.14
TOTAL					-223.26
06/28/2021	46416	Pacific Coast Lock & Safe LLC	PO710324-Re-key SB Shop		
06/23/2021	10524		PO710324-Re-key SB Shop	01-General Operating Fund:700-South Beach:760-SB Operations	-270.00
TOTAL					-270.00
06/28/2021	46417	Platt Electric Supply Inc			
06/16/2021	1Q94884		PO710315: RV receptacles, ground lugs	01-General Operating Fund:700-South Beach:760-SB Operations	-2,015.51
06/21/2021	1R87208		PO710323- 30 amp recepticals	01-General Operating Fund:700-South Beach:760-SB Operations	-120.54
06/21/2021	1R43529		PO710226: GFI breakers	01-General Operating Fund:700-South Beach:760-SB Operations	-4,648.65
06/22/2021	1R96282		PO 710323-30 amp recepticals	01-General Operating Fund:700-South Beach:760-SB Operations	-99.90
TOTAL					-6,884.60
06/28/2021	46418	Suburban Propane	Propane - Acct #1568-103888 SB Delivery 5/4/21 104300		
06/08/2021	1568-103888 6/21 SB		Propane - Acct #1568-103888 SB delivery 6/8/2021 134191	01-General Operating Fund:700-South Beach:760-SB Operations	-251.28
TOTAL					-251.28
06/28/2021	46419	Verizon Wireless	Port cell phones and MiFi		
06/12/2021	9881789264		Monthly cell phone - Admin	01-General Operating Fund:100- Administration	-80.96
			Monthly cell phone - CM	01-General Operating Fund:300-Commercial Marina	-53.90
			Monthly cell phone - NIT	01-General Operating Fund:500-International Terminal	-74.08
			Monthly cell phone - SB	01-General Operating Fund:700-South Beach:760-SB Operations	-60.91
			Monthly plan	01-General Operating Fund:100- Administration	-134.75
TOTAL					-404.60

NOAA Lease Revenue Fund
Check Detail
July 2021

Date	Num	Name	Memo	Paid Amount
07/01/2021	EFT	IconiPro Security & Alarms Inc	Quarterly fire alarm monitoring service - 7/1/21 to 9/30/21	
06/01/2021	36100		Quarterly fire alarm monitoring service - 7/1/21 to 9/30/21	-85.17
TOTAL				-85.17
07/27/2021	EFT	Central Lincoln PUD	302612069-07-21 - Electric-Lease Property (Formerly Yaquina Bay F...	
07/07/2021	302612069-07-21		302612069-07-21 - Electric-Lease Property (Formerly Yaquina Bay Fruit ...	-451.06
TOTAL				-451.06
07/01/2021	15174	Bill's Pest Control LLC	2-0111	
06/16/2021	14558		Pest control	-135.00
TOTAL				-135.00
07/01/2021	15175	MC Dean Inc	PO60061: service contract for APC battery back-up systems	
06/24/2021	B05772M01001		PO60061: service contract for APC battery back-up systems	-3,600.00
TOTAL				-3,600.00
07/01/2021	15176	Petty Cash	Petty Cash	
06/11/2021	Petty Cash		WalMart- NetGear Router	-29.97
TOTAL				-29.97
07/01/2021	15177	Pioneer Connect	bus-159375	
06/21/2021	159375 6/2021		Phone	-129.73
TOTAL				-129.73
07/01/2021	15178	Special Districts Insurance Services	Quarterly general liability/property insurance - Q3	
01/01/2021	36P16278-191 Q3		Quarterly general liability/property insurance - Q3 - Policy #36P16278 01...	-9,738.88
TOTAL				-9,738.88

NOAA Lease Revenue Fund
Check Detail
July 2021

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
07/16/2021	15179	Clima-Tech Corporation	Annual Service for Automated Logic HVAC Controls	
06/30/2021	C8023-21		Annual Service for Automated Logic HVAC Controls	-3,868.00
TOTAL				-3,868.00
07/16/2021	15180	Special Districts Insurance Services	Monthly health-dental-life insurance	
07/01/2021	Aug Health-Dental-Lf		Monthly health-dental-life insurance	-896.12
TOTAL				-896.12
07/16/2021	15181	Spiro Landscapes Inc	Landscape maintenance	
06/25/2021	00026310		Landscape maintenance - monthly service	-450.00
TOTAL				-450.00
07/16/2021	15182	Thompsons Sanitary Service	Trash disposal	
06/30/2021	22644 2021-06		Trash disposal	-424.80
TOTAL				-424.80
07/30/2021	15183	Kings III of America LLC	NOAA MOC-P 46494	
08/01/2021	2043303		Elevator emergency phone connection	-134.16
TOTAL				-134.16
07/30/2021	15184	Lincoln County Public Works	Fuel for truck	
07/01/2021	6213		Fuel for truck	-32.57
TOTAL				-32.57
07/30/2021	15185	Verizon Wireless	Phone Charges and Mifi	
07/12/2021	9883946500		Phone Charges and Mifi	-27.05
TOTAL				-27.05



OLD BUSINESS ITEM

DATE: August 19, 2021
RE: OSU Sublease approval
TO: Port of Newport Board of Commissioners
ISSUED BY: Paula J. Miranda, General Manager

BACKGROUND

In 1962 the Port entered into a lease with the Oregon State University (OSU). Under the lease OSU is allowed to build buildings to support its use. OSU just completed the construction of a new building. Now they would like to provide a sublease to Ultralife Café to support OSU employees and invitees. Our lease requires OSU to first obtain Port's approval on subleases

The sublease would be for one year, with another possible year extension. The rent amount is minimal and in the past the Port has not charged for such subleases.

RECOMMENDATIONS

I recommend "a motion authorizing the General Manager to provide an approval letter allowing OSU to enter into a lease with Ultralife Café."



FINANCIAL SYSTEM REPLACEMENT

DATE: August 24, 2021
TO: Paula Miranda, General Manager
ISSUED BY: Mark Brown, Director of Finance and Business Services

Background

In fiscal year 2020-2021 Port staff proposed replacing QuickBooks, the current financial system. After beginning the process of writing specifications, we felt it best to hold off one year, to make sure the specifications were fully vetted.

In the budget hearing, the Budget committee approved the replacement of the financial system. We therefore released a RFP for a replacement financial system. The RFP was posted on ORPIN, the port's web site, and we reached out to others who might be able to provide the Port with a new financial system. We sent each one a copy of the RFP.

Port Staff evaluated six (6) responses, one response was unaffordable, and a second response was considered unresponsive. The remaining four (4) were evaluated against the requirements set forth in the RFP.

Staff from Operations, the RV Park, Finance, and Administration reviewed four (4) demonstrations of Financial systems, each 4 hours in length. Of the four (4) replacement systems, two (2) solutions offered an integrated RV Park and Marina reservation system, and two (2) were strictly financial software solutions. The two strictly financial system indicated they had the ability to integrate a third party solution but no solution was offered. This would have added additional unknown cost to their proposal. The third party solution would have connected via an API, Application Programming Interface. An API is a software intermediary that allows the two applications to talk to each other.

The biggest issue with software integrated with an API's is when any software platforms are updated, additional programming may be required to maintain the connection between the two. That costs time to test, and the Port may have to pay to maintain the API each time software is updated. Based on non-integration and the similarity of functionality, the two without an integrated reservation system were eliminated.

Cost Savings Analysis:

Figure 1 demonstrates the cost or (savings) of a new financial system over 5-year and 10-year periods. Vendor 1 cost of implementation is during the first year. Vendor 2 distributed the cost of implementation over a 3-year period. Vendor 1 begins saving the Port money in the second year, and has a ROI of less than 2 years. Vendor 2 begins saving the Port money in the fourth year, and has an ROI of about 9 years. The items not included in the return on investment calculation were:

- Revenue recognition
- Prepaid expenses
- Purchase Order processing
- Monthly depreciation expense
- Payroll related expenses
- Monthly Inventory of storage lots
- Nightly inventory of vessels
- Automated reversing accruals
- Overhead allocation

Currently, spreadsheets are prepared for each activity listed above, the spreadsheet preparation can take ½ day to several days. Based on output from the spreadsheet, an invoice or a journal entry is prepared and entered into QuickBooks. These processes can be automated in any of the financial systems reviewed.

	Vendor 1	Vendor 2
Totals	433	583
Acct	388	527
OPS	61	74

With a new financial system, revenues or expenses can be automatically distributed based on when the cost was incurred or the revenue earned without additional transactions. Once fully implemented, the time to “close the books” will be reduced by 8 to 10 days each month. Statements should also be sent out within days of the end of the month, instead of 30 days after the end of the month. Realistically, there are so many benefits to a new financial system, they cannot be all discussed in this report.

	Cost per year		Savings					Vendor 1		Vendor 2	
	Vendor 1	Vendor 2	Herc	ADP*	Staff reduction **	Current License & Hosting	Savings Per year	Annual Savings	Cumulative Savings	Annual Savings	Cumulative Savings
Year 1	171,435	174,978	6,300	9,000	67,000	7,600	89,900	81,535	81,535	85,078	85,078
Year 2	34,813	106,062	6,300	9,000	70,350	7,600	93,250	(58,437)	23,098	12,812	97,890
Year 3	35,213	106,062	6,300	9,000	73,868	7,600	96,768	(61,555)	(38,457)	9,295	107,185
Year 4	36,630	92,462	6,300	9,000	77,561	7,600	100,461	(63,831)	(102,288)	(7,999)	99,186
Year 5	37,096	92,462	6,300	9,000	81,439	7,600	104,339	(67,243)	(169,530)	(11,877)	87,309
(Savings)/ Cost	315,187	572,026	31,500	45,000	370,217	38,000	484,717	(169,530)		87,309	
Year 6	37,096	92,462	6,300	9,000	85,511	7,600	108,411	(71,315)	(240,845)	(15,949)	71,360
Year 7	37,096	92,462	6,300	9,000	89,786	7,600	112,686	(75,590)	(316,436)	(20,224)	51,135
Year 8	37,096	92,462	6,300	9,000	94,276	7,600	117,176	(80,080)	(396,515)	(24,714)	26,422
Year 9	37,096	92,462	6,300	9,000	98,990	7,600	121,890	(84,794)	(481,309)	(29,428)	(3,006)
Year 10	37,096	92,462	6,300	9,000	103,939	7,600	126,839	(89,743)	(571,052)	(34,377)	(37,383)
Total	500,667	1,034,336	63,000	90,000	842,719	76,000	1,071,719	(571,052)		(37,383)	

Figure 1

Vessel loading and unloading may be automated. As a vessel is unloaded, the transaction should be captured in a sales order. The harbormaster can review an order and release the order to invoice with no administration staff involvement. Currently, inventory of Vessels is completed each night (or in the daytime at South Beach). A new Port reservation system will allow the inventory to be completed on a tablet and automatically updated. These savings can be used to focus on other duties. Examples include: collections, HR, following up on certificates of insurance and MLA's, and leases.

As indicated earlier, Port staff reviewed and scored demonstrations of both Vendor 1 and Vendor 2. As shown in Figure 2, Vendor 2 scored higher than Vendor 1 in the demonstrations. I considered what additional benefits would the Port gain by implementing a more expensive system. As Mark Harris and I dug deep into both systems and compared capabilities, we found few differences. Reviews of the systems varied, but both systems are highly rated.

Systems Review:

	Vendor 1	Vendor 2
Totals	433	583
Acct	388	527
OPS	61	74

Figure 2

The deciding factor came down to price. The payback period for Vendor 1 is a little more than 1 year. The payback period for Vendor 2 is a bit more than 9 years (in year 4 the financial system begins to return a saving in real dollars).

The Port of Coos Bay uses the Financial System of Vendor 2. The Port of Columbia County uses the Financial system of Vendor 1. Both are satisfied with their systems.

Recommendation:

I recommend the following motion. The Port General Manager or delegate is authorized to enter into negotiations and execute a contract with a KOPIS to begin implementing a new financial system, not-to-exceed \$346,706 over a 5-year period, which includes a 10% (\$31,519) contingency.

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GENERAL MANAGER MONTHLY REPORT

DATE: 08/19/21
PERIOD: 07/22/21 – 08/19/21
TO: Board of Commissioners
ISSUED BY: Paula J. Miranda, General Manager

OVERVIEW

We have been super busy in all sectors of the Port. That includes extremely heavy use in South Beach and lots of operational issues, including security responses due to the use increase. There have been also several grant opportunities, which we have been evaluating against our projects.

At Port Dock 5 Pier, American Advance will be coming back within the next few days to install the new electrical cabinet. They will also be adding streetlights to the pier, which we didn't have before.

The Feasibility Study project with the US Army Corps of Engineers (USACE) for dredging at the commercial docks is underway. Aaron continues to be our liaison on this project, which will be ongoing for a while.

The electrical pedestals for Port Dock 5 and 3 are on order as approved by the commission in July. We are still hoping we will have them in time to complete the work this Fall.

We are still working on quotes for the conditional assessment of Port Dock 7. I hope to get something to the commission no later than September.

The new issue at the storm drain at South Beach Marina seems worse than expected. We are still assessing it and hope to bring something to commission in September.

I would like to convene our 343 SW Bay Blvd property committee to further discuss our options. That includes Jim Burke, Jeff Lackey and Aaron Bretz besides myself.

A Port Infrastructure grant application for \$2.5 million was submitted to the Maritime Administration (MARAD). This will include site grading and operational equipment for NIT. There is no specific timeline for the award. Meanwhile, we are continuing to work with prospects, including one in the forest industry and one on the wave energy sector. As we have more information, we will be happy to share with all interested parties.

We are currently working on the Annual Cathodic Protection inspection for NIT. We may bring something to commission in September.

Commissioner Burke and I met with the Tall Ships representative, and we are considering our options for an event that would take place over the course of 4 days in July of next year. More to come on that.

The Port financials are still looking good. We look forward to a new Financial System, as being presented to you during this meeting. This system will streamline the Port's financials and operation management. I applaud the time and dedication Mark Brown has given to make this happen. I also thank all the employees involved in the selection.

We started the audit process for the 2020-21 fiscal year. We plan on getting that completed by the end of December.

Mark is continuing working on a cybersecurity plan, as well as the employee handbook update. He is also working on an affirmative action plan, which the Port currently doesn't have, but should. We hope to have something to present to the commission soon.

As it was intended, Mark is creating a general fund grant match from the money saved on the NOAA's bond refinance. That comes very handy considering all the projects we are looking into applying for grants. So far, those savings led to a \$432K and \$235K in the past couple years.

As mentioned, South Beach (both RV park and Marina) is at full capacity, which has kept all of our employees super busy. We continue to address operational issues, capacity issues and customer complaints at the best of our abilities.

We are still pursuing some grants through Business Oregon, ODFW, MARAD and the EDA for the South Beach Marina, NIT and the Commercial Marina. There are also some opportunities through EPA for equipment replacement. Connect Oregon is also opening application opportunities in September for awards in May of next year. We are evaluating all opportunities, although our main priority is the PD7 replacement plan.

We received a request for some changes from the City on the permit for the Admin Building, which is being quickly addressed and hopefully completed soon, so we can move on to the bidding process.

During our last meeting, commissioners agreed to authorize the general manager to approve the use of the Port's support related to the Issues for Consideration in the USFWS Study on the Feasibility and Cost of Reestablishing Sea Otters on the Pacific Coast of the Contiguous United States. A final letter is attached for your information.

Meetings/Trainings/Summits:

- 07/27/21 - Financial Software Demo
- 07/28/21 - Meeting with Tall Ships
- 07/28/21 - YBEF
- 07/29/21 - Association of Pacific Ports Annual Meeting
- 07/29/21 - EDA Grant Webinar
- 07/30/21 - O2IH (Blue Economy) Meeting
- 07/30/21 - Regular Commission Meeting

- 07/30/21 - MARAD Grant Deadline
- 08/01-08/06 - PTO
- 08/10/21 - Business Oregon - Connect Oregon Overview
- 08/11/21 - Oregon Public Ports Association Meeting
- 08/12/21 - Commercial Crew Quarterly Meeting
- 08/12/21 - OEDA Webinar
- 08/12/21 - Vision 2040 Meeting
- 08/13/21 - O2IH (Blue Economy) Meeting
- 08/17/21 - Department Heads Meeting
- 08/17/21 - Chamber Board Meeting
- 08/17/21 - Meeting with HDR
- 08/18/21 - Meeting with NIT Prospect
- 08/19/21 - Director's Monthly Meeting

Upcoming Schedule:

- 08/20/21 - EDA Trave, Tourism Grant Discussion
- 08/20/21 - Tour of OSU New Facility
- 08/26/21 - Admin Staff meeting
- 08/27/21 - Communications Meeting
- 08/27/21 - O2IH (Blue Economy) Meeting
- 09/06/21 - Labor Day
- 09/10/21 - Communications Meeting
- 09/10/21 - O2IH (Blue Economy) Meeting
- 09/13/21 - 09/15/21 - Infrastructure Summit by Business Oregon
- 09/16/21 - 09/21/21 - PTO
- 09/22/21 - Regional Solutions
- 09/22/21 - YBEF
- 09/24/21 - Communications Meeting
- 09/24/21 - O2IH (Blue Economy) Meeting
- 09/26/21 - Regular Commission Meeting



August 5, 2021

Ms. Martha Williams, Principal Deputy Director
Mr. Stephen Guertin, Deputy Director for Policy and Management
U.S. Fish and Wildlife Service
1849 C. St., NW
Washington, DC 20249

Via email to: Martha_Williams@fws.gov; Stephen_Guertin@fws.gov

RE: Issues for Consideration in the USFWS Study on the Feasibility and Cost of Reestablishing Sea Otters on the Pacific Coast of the Contiguous United States

Dear Ms. Williams and Mr. Guertin:

The undersigned ocean-based industry stakeholders appreciate the opportunity to submit the following comments and recommendations to the U.S. Fish and Wildlife Service (USFWS) for consideration in the study on the feasibility and cost of reestablishing sea otters on the Pacific Coast of the contiguous United States.

President Trump signed the Consolidated Appropriations Act of 2021 ([Pub. L. 116-260](#)) into law on December 27, 2020. This Act includes a provision instructing the Agency to conduct the following one-year study and report to Congress:

Sea Otters. – The Committee recognizes that sea otters play a critical ecological role in the marine environment as a keystone species that significantly affects the structure and function of the surrounding ecosystem. However, sea otters were effectively eliminated from the Pacific Coast of the United States by hunters and traders during the 1700s and 1800s. The Committee directs the U.S. Fish and Wildlife Service to study the feasibility and cost of reestablishing sea otters on the Pacific Coast of the contiguous United States, and to report to Congress on the results of such a study within one year of passage of this bill.

Protected Species Reintroduction Issues

In today's natural resource management system under the Marine Mammal Protection Act (MMPA) and Endangered Species Act (ESA), robust predator management for any protected species is virtually impossible to achieve. As it is with sea lions on the Columbia and Willamette Rivers, seals in New England, gray wolves in Idaho, and grizzly bears in Montana, so may it be with sea otters successfully reintroduced to the contiguous West Coast of the United States.

In its study, the USFWS must clarify for Congress – and all ocean stakeholders – the current limitations on the Agency's ability to effectively “manage” sea otter populations under current law, juxtaposed with the Agency's policies and objectives to protect and promote population expansion of reintroduced sea otters along the West Coast (Washington, Oregon and California).

Regarding the USFWS objective on the reintroduction of the sea otters (in this case, referencing the southern sea otter reintroduction), the USFWS states on its [Ventura Office web page](#), “the ultimate goal [of southern sea otter recovery] is to reestablish ecological relationships in the ecosystem where sea otters and other nearshore species coevolved.” Other groups supportive of otter reintroductions are suggesting a shifting ecosystem justifies sea otter translocation efforts (see [Elakha Alliance YouTube](#) channel).

This policy falls short for two critical reasons:

- (1) It neglects to account for the coexistence with humans that, pre-fur trade, shared the ecosystem for thousands of years; and
- (2) It neglects to account for the absolute protection of sea otters in today's post-MMPA/ESA context, which eliminates the application of sound wildlife management principles to control (i.e., “manage”) robust sea otter populations and mitigate their impacts on the environment and coastal communities.

In the past, coastal Tribal nations harvested shellfish and effectively managed otter populations (through direct harvest) to maintain a balanced ecosystem. Tribal middens from the Northwest show clear evidence of this. In Port Graham, B.C., the Sugpiaq Nation secured a waiver from the U.S. MMPA to harvest a limited number of otters, but it has not led to sanctioned hunts that new research has indicated is necessary for proper sea otter management ([Ogden, 2020](#)). Also, pre-contact Alaska Native Aleuts and Canadian First Nations reportedly used intense harvests of sea otters to manage marine invertebrate food resources. These localized harvests limited sea otter impacts on local subsistence shellfish resources while not having a significant impact on the sea otter population across its range ([Davis, et al., 2019](#)).

West Coast Commercial Fishing and Aquaculture Issues

Sea otters are considered a “keystone” species, one that has large-scale ecosystem effects disproportionate to their individual size and abundance. They do not store fat, so their metabolic requirements are such that they must continually forage, and populations of otters exist in a perpetual state of density-dependent resource limitation. Individual adult otters eat 15 to 25 pounds of food every day ([Alaska Sea Grant, 2014](#)), and they are capable of opportunistically shifting prey choices (See [Elakha Alliance YouTube](#) channel). In laymen's terms, they eat a lot of whatever may be available to the point that little prey of appropriate size remains which, in turn,

transforms the marine food web in those areas, and also into new areas where otter populations must expand to exploit new trophic resources, *increasing resource conflicts with humans*.

According to the 2014 Alaska Sea grant report, “A growing sea otter population eats a significant amount of shellfish and can be linked to depletion of some commercially important species.” This must be clearly understood if the USFWS is to produce a full, fair, and transparent analysis of the potential economic impacts of sea otter reintroduction on commercial fisheries in WA/OR/CA. Since Alaska is home to nearly 90% of the world’s sea otters, much of the available research on successful sea otter reintroduction and impacts on fisheries is from the 49th and largest State. The USFWS must carefully examine impacts/benefits from otter reintroduction in Alaska and, where scientifically justified, carefully apply those elements to better inform sea otter relocation considerations to the West Coast.

In 2019, Tim Tinker and other researchers estimated the current otter population in Southeast Alaska to be more than 25,000 animals, up from the original 400 animals relocated there in the 1960s. They also estimated the region could support 74,650 animals, with the upper bound of the confidence interval at 136,506 sea otters. However, the Alaska reintroduction and recovery of sea otters has precipitated substantial conflicts with humans over marine resources, even though the current otter population is roughly just one-third of the projected carrying capacity ([Tinker et al., 2019](#)). Similarly, other researchers and journalists have documented otters causing problems for the Dungeness crab fleet ([Rahaim, 2021](#)) and other commercially important shellfish fisheries ([Resneck, 2019](#)) in Southeast Alaska.

The negative impacts from sea otter reintroduction on commercial, charter, recreational, and private and Native subsistence uses of marine resources in Alaska are such that local communities and the entire State are demanding the Federal government address the growing conflicts. In early 2018 the City and Borough of Wrangell, Alaska, passed a resolution detailing the negative impacts sea otters are having in the region ([Wrangell, 2018](#)). The Borough of Petersburg followed suit in the spring of 2018 with a resolution elucidating the negative impacts to fishermen, processors, and seafood dependent-communities (*Editor’s note: No positive elements of sea otter reintroduction were noted – [Petersburg, 2018](#)*).

Recently, the State of Alaska charged that, “rather than the United States Fish and Wildlife Service managing sea otters in a manner that allows for ecological balance and human harvest of fishery resources, the United States Fish and Wildlife Service has a record of protecting sea otters to the detriment of other fishery resources and human needs, resulting in a situation in which the fishery resources that sea otters feed on are imperiled and the sea otter population itself placed at risk of collapse.” ([Alaska Legislature, 2018](#)). Thus, there are significant implications here for all ocean stakeholders in Washington, Oregon and California.

In 2019, sea otter conflicts in Southeast Alaska reached the point that the USFWS convened a Sea Otter Stakeholder Meeting in Juneau. In 2020, the Service issued a formal report from that meeting, noting in the Executive Summary that sea otter reintroduction and recovery in Southeast Alaska “has resulted in reductions of some shellfish stocks of value to commercial, subsistence, personal use and sport harvesters.”

The report goes on to say that otter populations offer direct competition to these seafood sectors: “At the same time, many of the shellfish consumed by sea otters—including urchins, clams, crabs, abalone and sea cucumbers—have become significantly less abundant in occupied areas.” The report also notes that as the otter population expands and likely depletes the crab and macro invertebrate species, the situation will worsen. “Because sea otters are opportunistic generalists, it is likely commercial dive fisheries and Dungeness crab fisheries in Southeast Alaska may never return to biomass levels that allow sustainable commercial harvests.” ([USFWS, 2020](#))

Regarding the impacts on fisheries from the California Southern sea otter expansion, the USFWS stated the following in a [Dec. 19, 2012, Federal Register notice terminating the translocation program](#):

*Our assumption that under a scenario involving natural range expansion, **sea otters will eliminate fisheries for urchins, lobsters, crabs and sea cucumbers** is based in part on data proportional prey consumption by sea otters in southern California and in part on past interactions between sea otters and shellfish fisheries along the central coast Based on recent observations of proportional prey consumption by sea otters at San Nicolas Island ... , it is probable that sea urchin fisheries will be more impacted than crab or lobster fisheries. However, **because we lack data on absolute abundance of prey species in question and the level at which fisheries for lobster crabs and sea cucumbers become inviable, we conservatively assume that these fisheries cannot coexist with sea otters once an area of range has been fully reclaimed**. Although effects may be overestimated, they represent an upper bound and are sufficient to inform our decision-making. [emphasis added]*

In the case of Dungeness crab, one of Oregon’s most important fisheries with more than 400 fishery participants and with a value to the State of more than \$60 million annually, the USFWS must carefully and thoroughly examine the potential for negative impacts to this fishery. In fact, researchers Domonique V. Kone, M. Tim Tinker and Leigh Torres estimated that 76% of potential core otter habitat overlaps with high commercial crab and red urchin harvest areas on the coast of Oregon. Furthermore, higher otter abundance is predicted in southern Oregon, where 19% of highly productive crab grounds overlap with prime otter habitat ([Kone, et al., 2021](#)). They also concluded that otter predation on nearshore juvenile Dungeness crabs could potentially reduce adult crab recruitment, eventually affecting the commercial fishery, and that more research is needed to understand this relationship. **The USFWS must recognize this critical missing data and potentially harmful scenario in its report.**

The above two scenarios could upset a delicate balance of crab markets stratified by product forms. The report, “[Oregon Dungeness Crab Fishery Bioeconomic Model: A Fishery Interactive Simulator Learning Tool, Final Report](#)” notes that markets and timing are key for seafood processors:

“There is a traditional holiday market for whole cooked crab whose demand may not transfer away from the [Christmas/New Year] time period. Processors can move significant quantities of landed crab for the whole cooked product form because labor, packaging, and warehousing is minimal. Processor investments would be needed to handle the changed volume going to different product forms [e.g., crab sections, live crab, meat products]. On the other hand, if Dungeness crab quality is high and supplies are less variable, national and international markets could be developed to maintain higher prices.”

This is another example of potential disruption to processors, distributors, wholesale markets and the communities that depend on Dungeness crab. A thorough exploration of the downstream effects of the sea otter/Dungeness crab predator/prey relationship and the commercial fishery – ***beyond using just the harvesters' ex-vessel value of the fishery as the sole economic indicator*** – must be included in the USFWS study. The importance of the Dungeness crab fishery cannot be overstated. As the Bioeconomic Model Final Report states, “Dungeness crab is considered an iconic retail product and many Oregon Coast visitors have expectations for it being available year around as a locally caught fresh seafood restaurant menu and store item.”

The USFWS should also be mindful that some proponents of sea otter reintroduction ([Rahaim, 2021](#); see [Elakha Alliance YouTube](#) channel) reference the paper, “Examining the potential conflict between sea otter recovery and Dungeness crab fisheries in California,” by Andre M. Boustany et al. ([Boustany et al., 2021](#)) as scientific evidence otters have a minimal impact on Dungeness crab fisheries (e.g., in this paper, examining sea otter diets off California). Unfortunately, in the article, Boustany and the other researchers appear to highlight only those data elements that support this position in their conclusion/abstract.

For example, Boustany et al. note in the abstract that Dungeness crab constitutes “less than 2% of the total diet” of sea otters in southern California. This is the figure currently being cited by proponents of otter reintroduction along the West Coast. However, a closer examination of the full paper reveals the authors chose to *exclude* data from the abstract and the conclusions relating to the amount of crab biomass observed consumed by otters in a second taxonomic classification that “includes all species of *Cancer* crab species as well as Dungeness crab that were not identified to the species level.” Thus, Dungeness crab consumption is underestimated to some degree in the study’s abstract and conclusion sections ([Boustany et al., 2021](#)).

In truth, the percent biomass of Dungeness crab in the sea otter diet in southern California is not less than 2% but likely ranges somewhere above 2% but probably not more than approximately 20% of the total sea otter diet (i.e., raw data were not available for analysis). Therefore, the USFWS cannot utilize the Boustany et al. assertion of “less than 2% biomass estimate” to calculate sea otter foraging impacts on the OR/WA Dungeness crab fisheries. Contrary to these figures, sea otter impacts in the Dungeness crab fisheries in Oregon and Washington and even California may be much more substantial.

To their credit, Boustany et al. do report that, “... as otters move into more productive Dungeness crab habitat, their diets may shift to take advantage of the more abundant prey, resulting in a detrimental impact on the landings or spatial distribution of Dungeness crab fisheries,” and that “... our findings only hold for impacts of southern sea otters on Dungeness crab in California and may not be representative of interactions in other regions. There is evidence that sea otters negatively affected the landings and distribution of the Dungeness crab fishery in Southeast Alaska” ([Boustany et al., 2021](#)).”

In addition, the USFWS reported in a [Stock Assessment Report for the Northern Sea Otter in Washington Federal Register notice](#) on April 22, 2019, that “... direct evidence of sea otters in California and Alaska being trapped and drowned in crab pot gear that is identical to gear used within the range of sea otter in Washington (*Editor’s Note: Washington and California crab gear is identical to the gear used in the Oregon commercial crab fishery*), and we cannot be sure that all otters that become trapped and subsequently die will be reported via social media.” In this same

context, the USFWS concluded that, “We are unable to definitively state that the total mortality and serious injury of sea otters due to human-caused mortalities and serious injuries is insignificant and approaching a zero mortality and serious injury rate because of the lack of observer data for commercial fisheries that may interact with sea otters.” This observation by the Agency may lead to increased regulations in the West Coast Dungeness crab fishery in the future.

Thus, the USFWS should clarify for Congress and ocean stakeholders any implications for commercial fisheries and human activities that may result in a “take” of sea otters in various West Coast fisheries.

The Oregon Department of Agriculture (ODA) has [cataloged seven “classified commercial shellfish harvest and growing areas”](#) in the State’s nearshore coastal areas. These are lucrative oyster-growing areas and include Clatsop Beaches, Tillamook Bay, Netarts Bay, Yaquina Bay, Umpqua River and Triangle, Coos Bay, and South Slough (a tributary to Coos Bay). These shellfish harvest/aquaculture areas cover 3,847 leased acres supporting 39 businesses with an annual product value of \$3.2 million, according to the ODA’s [2020 Shellfish Plat Production Annual Report](#). Furthermore, this figure underrepresents the total value of Oregon’s oyster aquaculture areas, as many more acres in the Coos Bay estuary are owned and leased by the Oregon International Port of Coos Bay or Coos County. ODA does not directly track the leased figures and oyster production for these leases.

Of these seven classified nearshore shellfish growing/harvest areas, five of them are also identified by Kone, et al. ([2021](#)) as future sea otter core habitat areas with the highest projected sea otter population densities along the Oregon coast. Kone and colleagues estimated the upper bound of the confidence interval (CI) for the carrying capacity of sea otters along the Oregon Coast to be 8,976 animals. The USFWS should use this estimate to calculate maximum otter impacts to stakeholders in the State of Oregon, consistent with the Agency’s use of the upper bound estimate to inform decision-making on California sea otter impacts (See [USFWS statement](#) above, and at [77 FR 75266](#)).

Clearly, the direct and negative impacts from sea otter foraging on nearshore shellfish populations are well documented in literature. Therefore, as a component of the report to Congress, the USFWS must clearly examine the potential impacts on Oregon shellfish production including, but not limited to:

- Projected total and permanent fishery and harvest losses;
- Ripple effects to the State’s coastal economy;
- Estimated losses on grow operations due to sea otter depredations;
- MMPA/ESA options to deter/mitigate otter depredations and possible associated costs; and
- Increased state and federal permitting/monitoring/reporting requirements associated with preventing otter “takes.”

Continuing the topic of shellfish impacts, Kone et al. reported a high level of overlap existed between sea otter core habitat areas and urchin/abalone harvest areas off the Oregon coast. It was further suggested that “... Oregon could experience similar declines in large sea urchins, eventually making it difficult or impossible for a commercial urchin fishery to persist in areas where otters

have recovered,” and that the State might need to identify alternative economic opportunities for fishermen and divers prior to reintroduction ([Kone et al., 2021](#)).

Recently, the Secretary of Commerce approved Federal fishery disasters for the following West Coast shellfish fisheries: California Dungeness Crab and Rock Crab (2015-16); Washington Dungeness Crab, Quileute (2015); and California Red Urchin (2016 and 2017). The target species of these fisheries also comprise the core diet of sea otters. The USFWS must consider the trophic impacts of foraging sea otters on the condition of these fisheries/species; along with the wisdom of adding the burden of reintroduced protected species complications on stakeholders (and species) that have also suffered recent fishery disasters.

As stated above, the scientifically determined estimate of the carrying capacity for sea otters in Oregon is 8,976 animals. This number of otters can have a significant impact on the regional marine food web. In 1969, Canada reintroduced 89 Alaska Northern Sea Otters to Checleset Bay, British Columbia, to restore the population to the numbers from the 1700s of about 150,000 to 300,000 animals, prior to the fur trade eradication of the 18th and 19th centuries. By 2020, the population had grown to more than 7,000 animals. Even at less than 3% of their original population size, sea otters were already reportedly exhausting their food supplies, searching for crabs, clams, abalone and shellfish, and bringing a number of unintended consequences to British Columbia’s First Nations ([Ogden, 2020](#)).

The USFWS report should also address a very specific question, especially with respect to the coast of Oregon: *What other marine species will 8,976 sea otters eat after the available urchin biomass has been quickly consumed?* Alaska Sea Grant ([2014](#)) reported individual sea otters eat 15 to 25 pounds of seafood every day. As noted earlier, assuming a science-based estimated carrying capacity of 8,976 otters for the coast of Oregon, that single population could eat up to 65,542,800 pounds of marine animals annually, assuming a reasonable mid-range estimate of 20 pounds of daily consumption. The potential impacts of otter reintroduction on commercial fisheries and the entire marine food web off the coast of Oregon must be fully contemplated in the context of this report.

In the [USFWS rulemaking on terminating the California Sea otter translocation program](#), public comments noted the negative impacts to commercial fisheries from sea otter foraging as well as sea otter-related fishing gear closures. The USFWS noted that while the Agency does not manage fisheries directly, the commercial fishing net closures imposed by NOAA/NMFS and the State of California in response to sea otter reintroduction “are a potential indirect consequence.”

Consistent with the use of area-based closures as a tool to further protect reintroduced sea otters, Kone et al. note that the five existing state marine reserves on the Oregon Coast would likely **not** contribute much to the protection of otters since the conservation areas were implemented prior to any thought of sea otter reintroduction in Oregon and thus, do not include any of the core otter habitat areas. Therefore, USFWS must clarify for Congress and all ocean users that marine reserves, closed areas, and “no take” and “no transit” zones – all considered forms or subsets of so-called marine protected areas – are clearly potential components of a comprehensive West Coast sea otter protection program.

As further evidence of our concerns regarding fisheries interactions, the USFWS in June 2021 revised the [Stock Assessment Report for the Southern Sea Otter in California](#). The Agency noted in its response to comments that it is adding the California squid purse seine fishery to the report as a potential threat to sea otters based merely on an analogy with the northern anchovy and Pacific sardine fisheries. In addition, the USFWS added information indicating the “Mortality of sea otters in traps set for crabs, lobsters, and finfish is likely under-reported due to the challenges of identifying drowning as a cause of mortality in marine mammals.” Thus, even without the addition of any new sea otters in California, the USFWS is already having to address fishery/otter interactions. Therefore, the potential for future regulation in these West Coast fisheries to protect a larger reintroduced otter population is real.

Finally, in Kone et al. (2021), the authors conclude the cost/benefit calculation of the direct negative impacts to commercial fisheries versus the ecological benefits of sea otter reintroduction is the critical missing element. Thus, we know for certain negative economic impacts will result from sea otter reintroduction. *It is incumbent upon the USFWS to clarify and estimate the extent of these impacts for Congress and the entire West Coast seafood industry.*

Port, Vessel, and Maritime Issues

Since sea otters are a nearshore/sub-tidal species, it is widely expected that a broad spectrum of West Coast port-related vessel and maritime activities will be subject to USFWS review and management, leading to increases in project times, complexity and costs, and possibly even vessel speed restrictions and no-transit zones.

For example, on the Oregon Coast, seven of 10 sea otter “core habitat areas” identified by Kone et al. currently have vessel activity with the potential to disturb (i.e., harass) sea otters. Human interaction and disturbance from vessels, commercial shipping and tow lanes, and activity at seaports have been suggested as possible reasons why the first Oregon sea otter translocation effort failed between 1971 and 1981 ([Kone et al., 2021](#)).

According to Kone et al., no sea otters have existed in Oregon for 100 years and, during that time, human activity has increased substantially, possibly making habitat unsuitable for otters to return. Therefore, one must assume the only way to render habitat more “suitable” for otter reintroduction is for the USFWS to control human activity in and around suitable otter habitat areas. This has serious ramifications for the region’s maritime community.

Sea otter populations reintroduced to the West Coast (even if not listed under the ESA) will require coastal seaport managers to comply with [MMPA Section 101\(a\)\(5\)\(D\)](#) and secure one-year duration harassment authorizations for every port improvement and maintenance project that may have the potential to “take” sea otters as defined at [16 U.S.C. 1362\(13\)](#). Such “takes” include *any* disruption of sea otter behavior including but not limited to: migration, breathing, nursing, breeding, feeding or sheltering. Port managers will be required to request MMPA harassment authorizations (for each project) from the USFWS, which are published in the Federal Register, subject to a 30-day public comment period, and subject to a formal finding from the USFWS.

In addition to MMPA concerns, port operations may be further affected if the USFWS chooses to formally list re-introduced sea otters (or even Distinct Population Segments (DPS)) within re-introduced populations) under the ESA as a threatened /endangered species, along with critical

habitat designations. For example, in 2005, the USFWS listed the Southwestern DPS of the Alaska Northern Sea Otter as threatened and 15,000 km² of critical habitat was also designated in 2009; in 1977, the Agency listed the California southern sea otter as threatened and both stocks remain ESA-listed today.

From a port perspective, ESA otter listings will at a minimum also trigger formal ESA Section 7 consultations, development of biological opinions, mitigation concerns, and increased impacts to the U.S. Army Corps of Engineers (USACE) permit review process, leading to complications for regional port projects. These new otter-related requirements will be heaped on current ESA permit requirements for existing over-water port structures and exacerbated by staff shortages leading to project delays and increased infrastructure costs.

In addition to automatic MMPA protections, the USFWS may choose to list sea otter DPS units under the ESA as a Section 10(j) Non-Essential Experimental Population, similar to the Agency's 1987 USFWS Red Wolf (*Canis rufus*) Recovery Program in Eastern North Carolina. However, even as a 10(j) population, the Agency still specifies take/harassment regulations which may impact port and vessel activities in the region ([60 FR 18940](#)). In the case of red wolf reintroduction, strong local stakeholder opposition and mortalities from human interactions persisted and in 1998 the species reintroduction program was ruled a failure by the USFWS.

Finally, we know the USFWS has cited oil spills as the primary threat to otter populations ([84 FR 16690](#)). The foreign-flagged vessel *M/V New Carissa* ran aground near Coos Bay, Oregon, on Feb. 4, 1999, spilling between 70,000 and 140,000 gallons of oil onto the Oregon coastline and estuaries. The oil spread over roughly 200 miles, between Cape Arago and the Columbia River, from subsequent salvage and removal incidents. More than 3,000 animals in the nearshore ecosystem were negatively affected ([Ford, 2001](#)).

Therefore, the USFWS will be required to manage sea otters in Washington, Oregon and California in a very precautionary manner to protect them from threat of catastrophic oil spill. It is incumbent upon the Agency to clarify the implications for restricting vessel, port and other maritime activities on the West Coast to protect reintroduced otter populations.

Offshore Renewable Energy Issues

The Biden Administration has proposed substantial growth in offshore wind power generation in the coming decade, particularly off the coasts of California and Oregon. The USFWS must account for the enhanced protection of reintroduced sea otter populations in the cost and feasibility study for all potential impacts to wind power surveys, installation, and service vessel activities.

This is especially important for coastal Oregon, which the Bureau of Ocean Energy Management has been identified as a potential wind lease area on the West Coast ([BOEM, 2019, 2020](#)). While prime sea otter habitat will likely be located inshore of wind lease areas, there is little doubt wind-related surveys, vessel, port, and cable installation activities will pass directly through or near projected core sea otter habitat areas with the highest projected densities of sea otters, such as near the ports of Astoria and Newport, and especially toward the southern portion of the coast ([Kone et al, 2021](#)).

Coastal Tribal Issues

It is common public perception that proponents of the West Coast sea otter reintroduction campaign are suggesting that federally recognized Indian Tribes will be able to exercise their traditional, ceremonial and subsistence rights to utilize sea otters. These statements are inaccurate and very likely mislead members of coastal minority communities regarding what they actually will be allowed to do with re-introduced sea otters. Section 101 of the MMPA implements a complete take moratorium (to include all levels of harassment) on all species of marine mammals, regardless of their population status. This take moratorium will apply to all West Coast reintroduced sea otter populations in Washington, Oregon and California.

MMPA Section 101(b) provides an exception for Native subsistence use of sea otters but *only* for Alaska Natives who reside in Alaska and who possess either a 25 percent Alaska native blood quantum or are enrolled under the Alaska Native Claims Settlement Act. This exception is *not* available to any tribal member in any other West Coast state.

MMPA Section 119 allows the Secretary to enter into co-management agreements for Native subsistence use of sea otters but here again, this applies *only* to Alaska Native Organizations and Alaska Natives residing in the State of Alaska.

Even in Alaska, with arguably the most progressive Native sea otter management system in the U.S. and which is home to nearly 90% of the world's sea otters, the USFWS continues to deny Alaska Natives their customary and traditional practice of selling intact sea otter pelts. Furthermore, the State of Alaska has charged that, "The USFWS has failed to develop a management plan for sea otters in consultation with any Alaska Native organization, even though Alaska Native organizations have approached the service about developing a plan" ([Alaska Legislature 2018](#)). *If Native Alaskans have no remedy, what then is the hope for tribal communities in Washington, Oregon or California?*

The Smithsonian Magazine article, "[Bringing Back Sea Otters Benefits People, Too](#)," articulates that, according to indigenous knowledge-bearers and archaeological records, "... people have managed the dynamic between otters, shellfish and urchins ever since there were otters and people on the Pacific Coast. An economic assessment can add an important dimension to management ... but solutions that benefit everyone should involve Indigenous knowledge and possibly traditional methods of managing otters, such as allowing them to be hunted near the most productive beaches."

Therefore, the USFWS must fully consider and clarify all limitations and restrictions on Federally recognized Indian Tribes in Washington, Oregon and California with respect to any Native subsistence use (i.e., "take") of re-introduced sea otters.

Enforcement Issues

The USFWS must also clarify for Congress and the public the potential consequences for unintended human interactions with reintroduced sea otters in the three West Coast states. The [Mercury News](#) reported in June 2021 that a southern sea otter was found dead in an illegal fishing trap near Moss Landing, California, on April 18, 2021. The legality of the trap was not the real question but rather, it was the fact that a sea otter was dead due to human activity which is illegal under the MMPA and ESA.

USFWS Agent Rebecca Roca stated in the news article, “This is extremely serious. Sea otters are beloved along the coast. It is devastating when we find something like this. We are asking the public for any help they can give.” In addition, the USFWS Forensics Laboratory is currently conducting a full investigation and the public is being encouraged to report any information to a toll-free tip line. The penalty for killing an ESA-listed sea otter is up to \$100,000 and one year in jail. *Note: For sea otters not listed under the ESA, the MMPA civil fine for a taking is \$10,000 per incident and \$20,000 if the violation was knowingly perpetrated.* (See [MMPA Section 105](#); [16 U.S.C. 1375](#)).

Thus, a consideration for the coastal residents in the states of Oregon, Washington and California should include this warning: Any owner/operator of a commercial fishing vessel, pleasure boat, sport/charter/dive vessel, port/harbor service boat, tugboat and any and all commercial traffic passing through nearshore otter habitat to or from regional ports has the potential to unintentionally “take” a sea otter and could be subject to prosecution by the USFWS and the U.S. Department of Justice. *It is incumbent upon the USFWS to elucidate these realities for all ocean stakeholders on the West Coast who are near areas of reintroduced sea otter populations.*

Litigation Issues

The reintroduction of protected species such as sea otters to West Coast States also brings the potential for litigation against individual coastal States for any permitted activities that result in the “take” of sea otters.

For example, on October 3, 2017, the Center for Biological Diversity (Center) sued California in San Francisco Federal Court for failing to protect marine mammals and sea turtles from the state’s Dungeness crab fishery. The lawsuit forced the State to seek a Section 10 ESA take permit in 2018, and the [case was eventually settled](#) on March 26, 2019, no doubt resulting in increased administrative/legal costs to the State and expenditures of substantial staff time and materials. This scenario must be contemplated concurrently with the USFWS’s clearly stated position on direct evidence of sea otters drowning in crab pots ([84 FR 16691](#)).

Here again, *the USFWS should clarify for Congress and the States that reintroducing sea otters to the contiguous U.S. West Coast brings a real threat of possible region-wide litigation.*

Other Management Issues

The USFWS must also clarify and consider a suite of additional important management issues in the context of feasibility and cost for sea otter reintroduction to the entire contiguous U.S. West Coast. These include but are not limited to the following:

- **Optimum Sustainable Populations:** Pursuant to the MMPA, the USFWS is required to maintain populations of marine mammals, including reintroduced sea otters, at an Optimum Sustainable Population (OSP) level. This level is considered at the stock level (i.e., DPS/regional level) to be a population range between the Maximum Net Productivity Level (MNPL) and the carrying capacity (K). The lower threshold of OSP is calculated to be between 60 to 80 percent of K ([USFWS, 2020](#)).

Therefore, since otters are managed at the regional DPS/stock level, otter populations could far exceed the carrying capacity of a wide area, but the Agency will still *not* declare the stock to be at an optimum sustainable population across its entire range. Thus, the potential for substantial negative impacts on localized commercial resources may be even more pronounced – and again, the USFWS should make this clear in its report.

- **Ongoing Surveys:** The USFWS will be required to regularly survey reintroduced otter populations in Washington, Oregon and California. In order to adequately manage otter stocks and estimate abundance and impacts on commercial and tribal subsistence fisheries, surveys will be crucial. According to stakeholders at the 2019 USFWS Southeast Alaska Stakeholder meeting, even in Alaska current Agency survey efforts are insufficient for management, occurring only every 10 years ([USFWS, 2020](#)).

[Tinker et al. \(2019\)](#) noted region-wide aerial surveys are expensive and logistically difficult and therefore, completed infrequently. The authors also noted frequent and smaller scale surveys will be more accurate and precise and provide for a better sense of impacts on fisheries at the sub-regional level. So far, the USFWS plans and budgetary resources for adequately surveying reintroduced sea otter populations and impacts to fisheries along the West Coast are unclear. *Will the surveys be done in just one State? All three? How frequently? What compliment of surveys are necessary for sound wildlife management?* All these questions must be answered by the Agency in the context of this report.

- **Precautionary Management:** The USFWS already applies highly precautionary management policies for sea otter populations wherever they exist, which are inconsistent with NOAA’s marine mammal stock assessment guidelines, and which have serious implications for human activities in Washington, Oregon and California. For example, in its calculation of the MMPA’s Potential Biological Removal (PBR) for otters in northwest Washington, the USFWS applies the most conservative recovery factor (Fr) equal to 0.1., rather than what some scientists consider to be a more appropriate recovery factor of 0.75 for a robust otter population at or near OSP ([84 FR 16688](#)).

In defense of the Agency’s highly precautionary policy position, the USFWS references the fact that Washington’s sea otter population “is considered to be vulnerable because of their restricted range, making more than 50% of the stock vulnerable to a potential catastrophe, such as an oil spill, at any time.” ([84 FR 16690](#)). This position is likely to be the exact same justification that will be used to aggressively protect reintroduced otter populations off the three West Coast states and the USFWS should elucidate the potential for this scenario.

Summary

The potential reintroduction of sea otters to the West Coast is a complex issue with the potential for significant impacts. In this letter, we have identified several key questions that should be addressed in the USFWS feasibility study, including:

- Protected Species Reintroduction Issues: The USFWS should clarify its inability to effectively “manage” robust sea otter populations under current law, using a policy that neglects to account for the coexistence with humans prior to the fur trade and does not account for the post-MMPA/ESA absolute protection of sea otters has serious implications for coastal states and ocean stakeholders;
- Commercial Fishing and Aquaculture Issues: The USFWS must consider sea otters’ status as a “keystone species” and should clarify potential impacts to commercial fisheries and any implications for commercial fisheries and activities that may result in a “take” of sea otters. The USFWS should also examine the potential impacts to shellfish production such as projected harvest losses, estimated losses to grow operations due to otter depredation, options for mitigation of sea otter depredation and increased reporting requirements;
- Port, Vessel and Maritime Issues: As either an ESA-listed or MMPA-protected species (or both), the presence of sea otters will trigger ESA Section 7 consultations and development of biological opinions, increase mitigation concerns and impacts to permit review processes, adding more complications and increased costs for port and harbor maintenance projects. The USFWS should identify the implications of restricting vessel, port, and other maritime activities on the West Coast to protect reintroduced otter populations;
- Offshore Renewable Energy: The USFWS must account for the enhanced protection of otter populations for all potential impacts to offshore wind/wave energy surveys, installations and service vessel activities;
- Tribal Issues: The USFWS must consider and clarify all limitations on federally recognized Indian Tribes with respect to any Native subsistence use of sea otters;
- Enforcement: Unintended human interaction with sea otters must be considered in the feasibility study and stakeholders should be fully informed about potential consequences;
- Litigation: The USFWS should clarify the potential for region-wide litigation due to potential “takes” of sea otters in permitted activities; and
- Other issues: The USFWS must consider optimum sustainable populations of sea otters, ongoing sea otter surveys, and USFWS precautionary management pursuant to the MMPA.

Thank you for the opportunity to provide comments from the perspective of numerous ocean-based industry stakeholders. We look forward to the USFWS analysis of our comments and recommendations and the Agency’s final report to Congress on the feasibility of sea otter reintroduction to the Pacific Coast of the contiguous United States.

Respectfully submitted on behalf of:



Lori Steele, Executive Director
West Coast Seafood Processors
Association



John Connelly, President
National Fisheries Institute



Kristin Meira,
Executive Director
Pacific Northwest
Waterways Association



Margaret A. Pilaro,
Executive Director
Pacific Coast Shellfish
Growers Association



John Burns,
Chief Executive Officer
Oregon International
Port of Coos Bay



Will Isom, Executive Director
Port of Astoria



Paula Miranda,
General Manager
Port of Newport



David Goldenberg,
Executive Director
California Sea Urchin
Commission



Dale Beasley, President
Columbia River Crab
Fishermen's Association



Hugh Link, Executive Director
Oregon Dungeness Crab
Commission



Ben Platt, President
California Coast Crab
Association



Clint Funderberg,
Vice President
Oregon Coast Crab
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Larry Thevik, President
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Fishermen's Association



Dale Beasley, President
Coalition of Coastal Fisheries



Robert D. Alverson,
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Fishing Vessel Owners'
Association



Guy Glenn, Manager
Port of Ilwaco



Richard Heap, Board President
Port of Brookings Harbor



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Guy Glenn, Manager
Port of Chinook



Heather Mann,
Executive Director
Midwater Trawlers
Cooperative



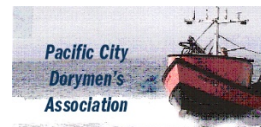
Yelena Nowak,
Executive Director
Oregon Trawl Commission



Travis Hunter, President
Fishermen's Marketing
Association



Scott McMullen, President
Cablefish Accords, Inc.



Craig Wenrick &
Ray Monroe,
Co-Chairmen
Pacific City Dorymen's
Association, Inc.



Taunette Dixon,
Communications
Chair/Executive Board Member
Newport Fishermen's Wives

Cc: The Honorable Ron Wyden
The Honorable Jeff Merkley
The Honorable Patty Murray
The Honorable Maria Cantwell
The Honorable Dianne Feinstein
The Honorable Alex Padilla
The Honorable Suzanne Bonamici
The Honorable Cliff Bentz
The Honorable Earl Blumenauer
The Honorable Peter DeFazio
The Honorable Kurt Schrader
The Honorable Suzanne DelBene
The Honorable Rick Larsen
The Honorable Jaime Herrera Beutler
The Honorable Derek Kilmer
The Honorable Jared Huffman
Senate Appropriations; Subcommittee on Interior, Environment and Related Agencies
Senate Committee on Environment and Public Works; Subcommittee on Fisheries, Water
and Wildlife
Senate Commerce Science & Transportation Committee; Subcommittee on Surface
Transportation, Maritime, Freight, and Ports
House Committee on Transportation & Infrastructure; Subcommittee on Coast Guard and
Maritime Transportation
House Natural Resources Committee; Subcommittee on Water, Oceans and Wildlife

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FINANCE DEPARTMENT MONTHLY REPORT

DATE: August 24, 2021
PERIOD: July 1, 2021 to July 31, 2021
TO: Paula Miranda, General Manager
ISSUED BY: Mark Brown, Director of Finance and Business Services

Financial reports as of July 31, 2021, are included in the commission packet. A copy of the financial reports is attached for your convenience.

Issues of Importance

Financial/ERP System

- Staff have evaluated demonstrations of four (4) financial systems. Based on the demonstration, cost, and functionality, a recommendation is included in a separate staff report.

Teams

Streaming with Teams has been tested for use during a commission meeting. It will make recording the commission meeting easier, however you may not be able to see, on screen, commissioners that cannot attend in person. You can hear them talk in discussions. If the public wants to give a statement, they can do so by advising Gloria in advance. She will then send a special link that will allow them to provide their statement.

Information Technology

- Hyak is reviewing our cybersecurity plan.

Employee Handbook

- It has been a year since the Employee Handbook was updated. After the Employee Handbook was adopted, suggested revisions were tracked. Those changes will be included in the update, as well as any legislatively mandated changes. These updates are underway.

Affirmative Action Plan

- As a depository of public funds, the Port should have an affirmative action plan in place. This becomes more important when the Port seeks more federal grant funds. The development of such a plan is underway.

Audit

- Port staff are providing documents to the auditors so the 2020-2021 fiscal year audit can be completed. The goal is to complete and submit the audit by December 31, 2021.
- The current audit contract was for a three-year term with no provision for extensions. A first draft of a RFP for an auditor has been written. I will be recommending 1 5-year term with 1 renewal option for an additional 5-year period (upon agreement by both parties).

GOF Balance Sheet (year to year comparison)

- The cash balance as of July 31, 2021 is \$2,397,156 a 39% (\$1,517,843) decline from July 31, 2020. This was expected, large invoices for Pier 5 were received and paid, but have not yet been reimbursed.
- Accounts Receivable declined 12% (includes all facilities) as compared to July 31, 2020.
- The Port seized Fishing Vessel ORCA for non-payment.
- The Port seized the outriggers for Fishing Vessel Wide West (BSC Fisheries) for non-payment.
- Accounts payable declined 45%.

Profit and Loss -

The month-to-month budget is based on a 3-year average spending-revenue average. Revenues and expense budgets are allocated based on historical data; this should give the Port a better picture of how it is performing against the adopted budget.

General Operating Funds (GOF) – all divisions:

Budget vs. Actuals

- **Operating income** was favorable by \$62,212 - 112% of budget.
- **Operating expenses** were favorable by \$157,859- 76% of budget.
- **Other income** was favorable - 143% of budget.
- **Overall, Net income** is favorable by \$304,345 - 35% of budget.

Breakdown of programs

Administrative Budget

Budget vs. Actuals

- **Expenses** were favorable.
- **Property taxes** were at budget.
- **Overall**, Administration budget is favorable.

International Terminal

Budget vs, Actuals

- **Revenues** were slightly unfavorable (\$1,408).
- **Expenses** were favorable (\$33,143).
- **Operating Income** was favorable by \$31,735.
- **Net Income** was favorable by \$31,735.

Commercial Marina

Budget vs. Actuals

- **Operating Revenues** were favorable by \$5,607.
- **Operating expenses** were favorable by \$19,090.
- **Net income** is favorable by \$12,133.

South Beach

Budget vs. Actuals

- **Operating Revenues** were favorable by \$68,916 (119%).
- **Operating Expenses** are favorable by \$92,264.
- **Personnel Services** are slightly unfavorable but should turn favorable in the future.
- **Net Income** is favorable by \$153,278.

NOAA Lease Revenue Fund

Balance Sheet

As of July 31, the Port had a cash balance of \$4,426,059, with an available balance of \$2,664,339; the remaining \$1,761,721 is reserved for the annual maximum debt service payment on bonds, as required in bond documents.

We will be setting up a "GOF Match" account on the balance sheet. Each year, savings from the refinancing of the NOAA bonds will be set aside in this account. In the first year and second year after the refinancing, the Port saved (rounded) \$432,000 and \$235,000 respectively, this money will be moved to this "Match" account. This will leave approximately \$470,00 for current operations. During the budget meeting to authorize the transfer of NOAA Reserves from the NOAA fund, I will also request a budget line for the transfer of funds between the NOAA Lease Revenue Fund and the General Operating Fund, should a grant be received that requires match, this prevents another budget hearing.

Income Statement

Budget vs. Actuals

- Revenues were slightly unfavorable.
- Expenses were favorable by \$230,612.
- Net income was favorable by \$398,410.

Bonded Debt Fund:

No significant changes.

Construction Fund.

No changes to report.

Facility Reserve Fund.

No changes to report.

Accounts Receivable:

The port continues to work on outstanding balances. Staff continue to make calls, send emails, and certified return receipt letters were sent to vessel owners with past due balances. The Port of Astoria has had some vessel owners charged with "Theft of Services" when they have a past due balance and refuse to pay. We are researching how this is accomplished and if we also desire to pursue this.

The list below represents those Vessel owners or leaseholders with amounts outstanding 90 days or more, as of **August 17, 2021**

Comments on specific accounts receivable customers:

- IDA May has an agreed upon repayment plan, and is making his payments
- A repayment plan has been requested from ORCA (2 times), but not received, the certified letter was returned with no signature, and additional information was shared with me. This led us to seize the vessel on 08/16/21.
- A repayment plan is in process for Sylvia (and a payment was made), but we may end up seizing the vessel, as there is no indication the owner will be able to pay this off.
- Albatross (Justin) paid \$2,000 towards his bill.
- Valor III is planning on a large payment shortly.
- Oregon Mariculture/Western Hunter have some financing and should be paying off/down their bill.
- The HarborMaster and Operations Director are now included in conversations on past due accounts. The HarborMaster is critical to collection of these accounts.
- Das Bug started disputing old invoices, but was advised he only had 21 business days to do so. A repayment plan was proposed with a letter advising that the next step is seizure is being sent certified mail. We are refusing to provide service to the Das Bug.
- Angela June has made 2 recent payments and is working to get caught up.

Sylvia 226282	-	-	849.20	3,924.17	21,585.99	26,359.36
Orca - 295549	-	966.90	790.21	1,025.65	17,515.87	20,298.63
Oregon Mariculture LLC	-	894.15	900.38	857.37	15,608.27	18,260.17
Angela June - 581478	-	-	205.61	217.75	12,510.02	12,933.38
Pacific Rose - 554504	-	-	181.23	134.81	11,024.56	11,340.60
Ocean Force - 538936	-	-	187.03	168.06	8,131.72	8,486.81
Eclipse - 226744 Eel Boat	3,258.56	595.60	128.00	125.17	7,787.01	11,894.34
Luna - 532150 New Owner	-	-	-	114.35	6,988.52	7,102.87
Das Bug - 565814	-	-	109.50	308.33	6,628.62	7,046.45
Granville - 241539	-	83.95	256.09	331.88	6,592.12	7,264.04
Valor III - 245645	-	83.95	432.50	141.44	4,700.41	5,358.30
Western Hunter - OR936AFK	-	203.63	1,474.51	940.78	4,622.11	7,241.03
TCB Security Services Inc	-	-	-	-	4,547.28	4,547.28
Pacific Rim - OR126YH	-	522.72	592.19	592.89	4,227.33	5,935.13
Seawater Seafoods Co	-	4,717.14	3,297.31	3,144.53	3,640.47	14,799.45
Southern Cal Seafood, Inc	-	-	249.18	123.45	3,478.35	3,850.98
Prospector - 553717	-	38.70	150.55	67.56	2,979.61	3,236.42
Ida May - 665118	-	427.68	473.88	466.30	2,810.13	4,177.99
Sea Chase -584117	-	-	91.76	69.89	2,796.99	2,958.64
Joyce Marie - 295021	-	37.44	88.68	74.66	2,359.50	2,560.28
Albatross - 980072	-	-	69.44	69.93	2,224.16	2,363.53
Norska - 629262	-	-	502.34	546.72	1,984.28	3,033.34
Trondhjem - 241924	-	-	452.34	1,993.45	1,785.96	4,231.75
Sea Wolf - 270816	-	-	29.01	2,032.35	1,764.96	3,826.32
Pegasus - 565120	-	2,512.61	2,181.90	3,973.94	1,511.15	10,179.60
Topaz - 573234	-	174.45	1,912.25	-	1,426.29	3,512.99
Over Cast - 259524	-	-	176.22	149.76	1,398.52	1,724.50
Constitution - 211928	-	-	21.86	21.55	1,330.05	1,373.46
Lili-Anne - OR956AFD	-	-	20.92	15.96	1,271.85	1,308.73
Roggy - 574577	-	-	19.66	19.38	1,195.85	1,234.89
Lone Eagle - 232734	-	-	19.18	85.45	1,166.61	1,271.24
Saltybros LLC Boathouse Lease	160.22	-	18.92	-	1,152.42	1,331.56
Judy - 548600	-	-	334.21	381.53	1,097.70	1,813.44
Gracie Arlene - 563679	-	-	266.39	294.01	1,020.45	1,580.85
Little J - 544607	-	-	301.58	359.59	1,009.06	1,670.23
Tommy John - 629818	-	-	-	660.84	693.84	1,354.68
Melville - OR495AAX	-	135.75	410.93	562.64	633.16	1,742.48
Eclipse - 503045 Biddenger	-	311.20	418.03	425.15	542.42	1,696.80
First Hope I - 953627	-	-	377.07	275.26	474.05	1,126.38
Phoenix III - 214847	-	-	159.96	154.44	430.09	744.49
Northern Ram - 979437	-	1,631.63	1,091.90	823.74	387.84	3,935.11
Toby J - 274577	-	-	12.61	-	377.04	389.65
Linda - 253269	-	45.25	35.98	274.06	355.99	711.28
Molly - 260045	-	-	77.21	44.77	324.10	446.08
Darandy - 964465	-	-	8.84	4.63	256.07	269.54
Wide West - 535690	75.00	25.70	43.07	25.70	208.94	378.41
Pacific Surveyor - 947061	-	371.52	25.70	108.20	208.93	714.35
New Dawn - 295629	-	-	231.14	196.56	193.70	621.40
Ms Nicani- 589958	-	-	202.58	658.77	185.71	1,047.06
Long Shot - OR818HC	-	-	5.73	-	171.57	177.30
Columbian - 602145	-	-	-	-	128.47	128.47
Newport Fisherman's Wives	-	-	-	-	120.12	120.12
Oceanic Logistics - 1344	-	-	3.23	113.23	84.62	201.08
Morning Star II - 509427	-	335.80	42.60	41.60	31.51	451.51

####



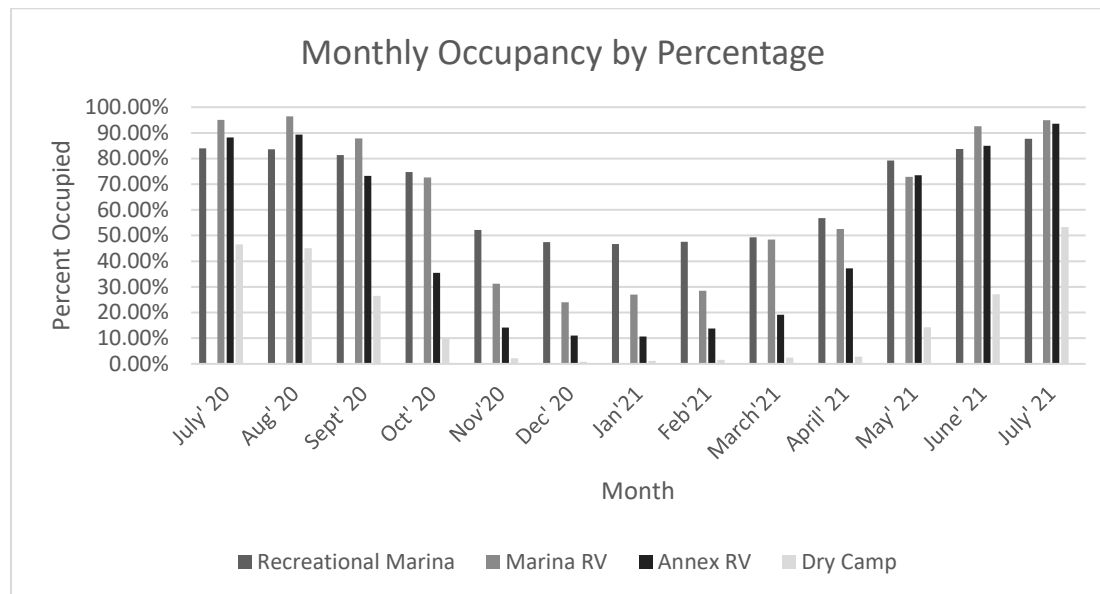
RV PARK & RECREATIONAL MARINA OCCUPANCY REPORT

DATE: *24 August 2021*
RE: *Month Ending 31 July 2021*
TO: *Mark Brown, Director of Finance*
ISSUED BY: *Erica Breece, RV Park and Marina Supervisor*

July 2021 has been a booming month in the Port of Newport South Beach facilities. In almost both RV parks and the marina, numbers were up considerably from 2020. Weekdays have frequently been sold out throughout the week, in the both the RV parks and marina.

OCCUPANCY PERCENT MONTH & YTD

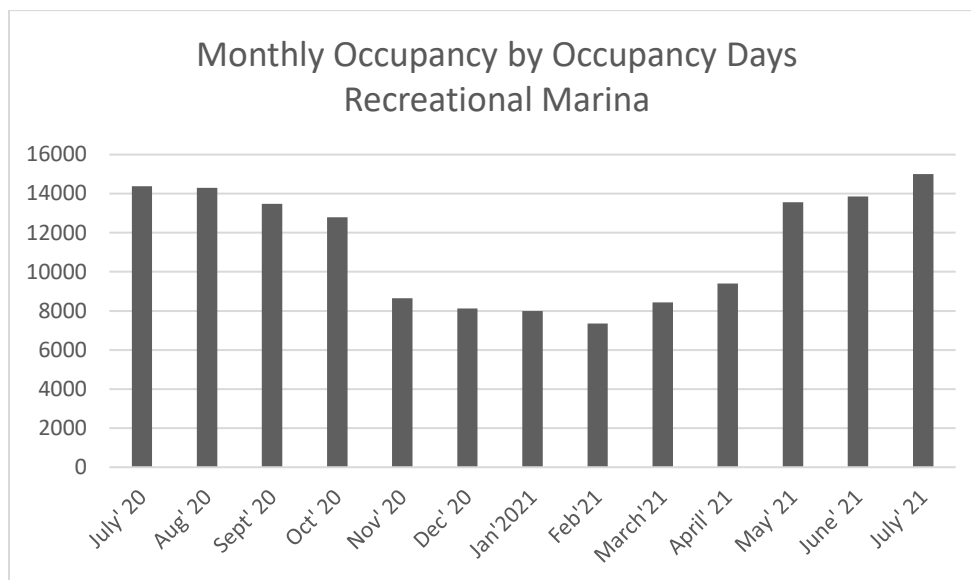
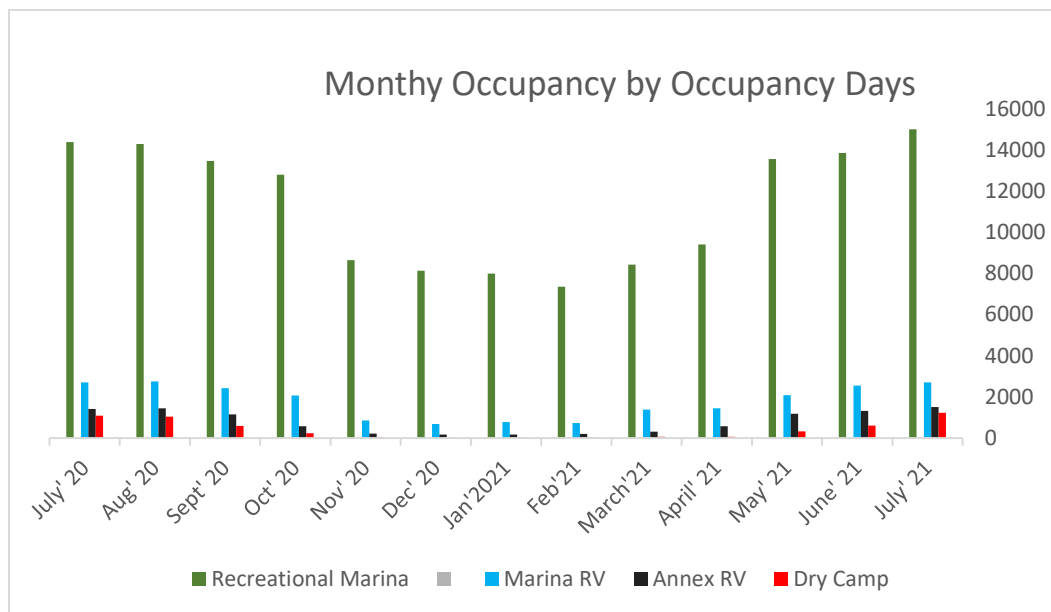
July' 21	2020	2021	Change	YTD 2020	YTD 2021	Change
Recreational Marina	83.77%	87.68%	4.66%	59.93%	64.51%	7.64%
Marina RV	96.49%	94.91%	-1.63%	41.79%	59.83%	43.16%
Annex RV	89.33%	93.55%	12.26%	39.28%	47.87%	21.86%
Dry Camp	45.07%	53.31%	18.28%	9.02%	14.93%	65.52%





OCCUPANCY DAYS MONTH & YTD

July' 21	2020	2021	Change	YTD 2020	YTD 2021	Change
Recreational Marina	14,379	15,003	4.33%	70,460	75,491	7.14%
Marina RV	2,710	2,707	-0.11%	8,190	11,670	42.49%
Annex RV	1,422	1,508	6.04%	4,351	5,278	21.31%
Dry Camp	1082	1223	13.03%	1441	2374	64.75%





DIRECTOR OF OPERATIONS REPORT

DATE: 8/18/2021
PERIOD: July-August 2021
TO: Paula J. Miranda, General Manager
ISSUED BY: Aaron Bretz

OVERVIEW DIROPS

Summary:

This month we've been responding to a number of operational issues; in the summer the amount of security responses and customer relations increase, and I've been working on a number of those. The finishing touches will be put on the Port Dock 5 Pier next week. We've had several weekends of extremely heavy use in South Beach as a result of good salmon fishing overlapping with halibut openers and favorable weather conditions offshore.

Detail:

- **Port Dock 7**
We will have a selection prior to next month's meeting for the structural analysis, which is scheduled to be wrapped up before the weather turns for the season.
- **Port Dock 5 Electrical Engineering**
We are in the queue for new Eaton Pedestals for PD3 and PD5.
- **Port Dock 5 Project**
We are winding the project down; installation of the new electrical cabinet is next week as well as installation of the street lights for the pier. The old pier was not lighted, and this will be an improvement when it's done.
- **South Beach Storm Drain:** We've spent the month researching the problem as well as the best solution. I've written a scope for the repair, but in the past couple days we've begun considering making a different type of repair of the pipe. We will have the decision on the best way ahead prior to next meeting.
- **Army Corps Feasibility Study, Federal Project for dredging in the Commercial Marina**
Attending regularly scheduled meetings weekly.
- **343 SW Bay:** Awaiting decision on disposition of the property so that I can proceed with permitting and contracting.

- Forklift usage was down 43% from last month.
- Crane usage was down 38% from last month.
- Axle counts were down 37.5% from last month.

Challenges:

- I need to talk with Kent about options for a new Forklift. We may have some issues with getting a Toyota Brand Forklift so we will have to price out some other brands if needed.
- Swede's Dock is deteriorating rapidly. The pilings need to be addressed and possibly add another 220amp outlet for welding projects.
- Our office space needs to be upgraded at some point. We currently have 2 employees sharing two computers in a very small workspace. We also use the same space as a break/lunchroom.

Opportunities:

- HAZWOPER Training is almost completed by most of my staff.
- Crane Training is scheduled for August.
- Getting all of our CM positions filled will greatly improve productivity.

NOAA MOC-P Jim Durkee, Maintenance Supervisor **Special Projects:**

Vessels Using the Facility Since My Last Report – NOAA vessels Hi'ialikai, Bell M. Shimada. ACOE Yaquina. USCG Alert and John McCormick

NOAA Staff are still primarily operating on minimal crew and work from home.

Pioneer Connect updated to modem used by the Building Automation System which required us to install a new router on our end, we are still working the kinks out of that with Pioneer and ClimaTech to assure we continue to receive facility alarms and are able to access the system externally.

I came in for July 4th to turn the pier and parking lot lights out for the fireworks and for firewatch.

I am coordinating with NOAA staff on the upcoming flooring project and assisting them with their own potential project.

South Beach Marina, Chris Urbach, Harbormaster

☐Launch Tickets We had 2,154 launches for a total of 12,926.00 dollars for the month of July.

We have a new sinkhole at top of g dock. We have taken pictures of the inside of the pipe, and it is showing signs of failure.

We had another electrical problem on b dock it has been repaired.

We have had to ask Thompsons sanitary for more fish dumpsters as we keep running out of them on the weekend, we currently have 36 total fish dumpsters.

The fish table issues have been an issue this summer.

Kody and the guys have been keeping up with the shores and landscape projects.

Its just been really busy this last month and I don't see it slowing down any time soon.