

PORT OF NEWPORT MINUTES

May 26, 2020

Budget Hearing & Regular Commission Meeting

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

These meetings were held virtually only through Zoom. The media and public were invited to view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio, and were invited to participate during public comment. Live chat was not monitored. The public could also submit a comment through a form on our website no later 4:00 pm on Monday, May 25th. No comments were received in advance of the meeting.

Fiscal Year 2020-2021 Budget Hearing (ORS 294.430)

**Audio
Time**

I. CALL TO ORDER

0:00

Commission Vice-President Jim Burke called the Budget Hearing of the Port of Newport Board of Commissioners to order at 6:02 pm.

Commissioners Present: Walter Chuck (Pos. #1), Secretary/Treasurer; Gil Sylvia (Pos. #3); Jeff Lackey (Pos. #4); and Jim Burke, Vice-President (Pos. #5). Position # 2 is vacant.

Management and Staff: Paula J. Miranda, General Manager; Aaron Bretz, Director of Operations; Mark A. Brown, Director of Finance & Business Services; and Karen Hewitt, Administrative Supervisor.

Members of the Public and Media: Kelley Retherford, Commissioner Candidate; Angela Nebel, Summit Public Relations Strategies LLC.

II. PUBLIC COMMENT

0:15

There was no public comment.

III. RESOLUTION 2020-07 ADOPTING THE 2020-2021 FISCAL YEAR BUDGET, MAKING APPROPRIATIONS, AND LEVYING AND CATEGORIZING THE TAX

0:32

A motion was made by Lackey and seconded by Chuck to pass Resolution 2019-2020-07 Adopting the 2020-2021 Fiscal Year Budget, Making Appropriations, and Levying and Categorizing the Tax. The motion passed 4 – 0.

IV. ADJOURNMENT

2:08

Having no further business, the meeting adjourned at 6:05 pm.

Regular Monthly Commission Meeting

V. **CALL TO ORDER** 2:16

Commission Vice-President Jim Burke called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 6:05 pm.

Commissioners Present: Walter Chuck (Pos. #1), Secretary/Treasurer; Gil Sylvia (Pos. #3); Jeff Lackey (Pos. #4); and Jim Burke, Vice-President (Pos. #5). Position # 2 is vacant.

Management and Staff: Paula J. Miranda, General Manager; Aaron Bretz, Director of Operations; Mark A. Brown, Director of Finance & Business Services; and Karen Hewitt, Administrative Supervisor.

Members of the Public and Media: Kelley Retherford, Commissioner Candidate; Angela Nebel, Summit Public Relations Strategies LLC.

VI. **CHANGES TO THE AGENDA** 2:30

There were no change to the Agenda.

VII. **PUBLIC COMMENT (3 MINUTE LIMIT PER PERSON)** 2:38

There was no public comment.

VIII. **CONSENT CALENDAR**..... 2:46

- A. Minutes 2020
 - 1. Regular Commission Meeting April 28
 - 2. 1st Budget Committee Meeting May 12
 - 3. 2nd Budget Committee Meeting May 19
- B. Security South Beach Filet Tables
- C. Financial Reports
- D. Contracts
 - 1. DSL Waterway Lease 11720-SG, SB Marina (\$12,812.09)

A motion was made by Chuck and seconded by Sylvia to approve the Consent Calendar as given. The motion passed 4 - 0.

IX. **OLD BUSINESS**..... 3:22

- A. Items Removed from Consent Calendar

There were no items removed from the Consent Calendar.

- B. Accounts Paid 3:33

A motion was made by Chuck and seconded by Lackey to approve the Accounts Paid. The motion passed 4 – 0.

X. **NEW BUSINESS**

- A. Approve Cari Brandberg as Pos. 4 on the Commercial Fishing Users Group Committee, Limited Entry Seller, replacing Ernie Phillips 3:53

A motion was made by Lackey and seconded by Chuck to approve Cari Brandberg as Pos. 4 on the Commercial Fishing Users Group Committee, Limited Entry Seller, replacing Ernie Phillips. The motion passed 4 – 0.

- B. Resolution 2020-08 Setting Rates, Fees & Charges 4:20
(ORS 294.160)(Res. 2020-09)

After discussion about the opportunity for public comment, the Commission postponed action on this Resolution until the Regular Commission Meeting in June.

- C. Commission Vacancy..... 6:13

Miranda said the Port had received one application in response to the Commission vacancy posting from Kelley Retherford, added as an addendum to the Meeting Packet. She introduced Retherford, who spoke about her history in the area, her interest in the position, her business and leadership experience, and the research she had done on the Port and the Commission. Retherford responded to Lackey’s question about how she saw her role as a Commissioner, and she commented on the connection between that and her role in the family’s fishing businesses. Sylvia asked her to comment on her sense of the Port from 1983 and now. Retherford said she saw a lot of growth and change, has seen things moving forward over the last four years, and commented on the connection between science and the fishing industry through NOAA. Burke commented on the special requirements for public officials and public meetings. Miranda said she would provide Retherford with information and would be happy to provide guidance.

A motion was made by Lackey and seconded by Burke to appoint Kelley Retherford to fill the vacant Commission position #2. The motion passed 4 – 0.

Miranda added that this appointment will end on June 30, 2021, with the expiration of the position’s term. At that time, Retherford could submit her name for election if desired. Retherford will be sworn in at the June 23rd Regular Commission Meeting.

XI. STAFF REPORTS

- A. General Manager..... 24:35
 - 1. Director of Finance & Business Services
 - a) April Occupancy Report
 - 2. Director of Operations

Miranda commented on the change to including the Directors’ Reports as sub-items under the General Manager Report. She said that Brown or Bretz would still submit requests to the Commission for approvals for projects when needed. She added that Brown or Bretz could provide input on details requested by the Commission.

Miranda referred to the reports included in the Meeting Packet. She said much of the month was spent on COVID-19 issues and working with others locally and statewide on addressing those issues. Miranda said the opening of the boat ramp on May 14th was quiet, and the halibut opener was manageable. She said a plan for reopening the RV Park was submitted to the City by Brown and was

approved, so the parks were now open for short-term rentals. She referred to the additional security being put in place at the Recreational Marina with some financial assistance from the Oregon State Marine Board. She commented the Port was down about \$40K in revenue due to the coronavirus.

Miranda said the 180 day extension of the City of Newport Building Permit for a log yard at the 9-acre property had expired. She said there is no specific log export business currently in planning. Miranda added it may be easier to have the Port develop the property rather than a third party. She mentioned the email from Spencer Nebel, Newport City Manager, regarding the use of Urban Renewal Funds to help small businesses. She said the City was forming a committee to make decisions on these funds, and said she would be happy to serve on the committee if no Commissioners wished to do so.

Miranda said the change of financial institutions was mostly complete. Because of COVID-19, the Port had seen negative cash flow the past month, but overall positive cash flow for the year. COVID-19 had mostly affected South Beach, where income was 10% behind budget. Even so, the overall income for that area is 26% over last year. Miranda said work on the South Beach stormwater project should begin in the next week or two. She commented that the Port was working with the title company and Port attorney for final documents for the Port Dock 5 Pier Project in order to move to the next step of issuing an RFP for a project management consultant, with plans to begin construction in the next in-water work period. Bretz discussed some of the possibilities for the project at NIT to accommodate Oregon State University’s PacWave project. Sylvia asked if there was a rough sense of the fees that could be generated by this. Miranda said she has been talking with the company bidding on the project, and they need to review what the Port, the longshoremen and the contractor will do before coming up with an estimate. She hoped to be able to provide additional information by the June Commission Meeting. Lackey requested that any information be provided to the Commissioners as it is received.

Miranda said she had a conversation today with Evan Hall of Rondys Inc. about their project timing, which could begin in FY 2020-21. She added that the Port’s budget did not currently include moving the dredge spoils stored on the property leased from Rondys, and talked about a possible opportunity for an exchange. She also mentioned that Rondys was amicable about moving the property line for the storage shed, which was in the budget. Miranda said she may bring a lease extension for three months of the storage area on Rondys property to the Commission, as paving the area at NIT may not happen until August/September. Chuck commented it was good to get the longshoremen involved in the PacWave discussion, and urged that it be made clear that mooring for project vessels was not available at the NOAA pier.

XII. COMMISSIONER REPORTS/COMMENTS

48:52

Burke commented that this was a weird, quiet time for all.

XIII. CALENDAR/FUTURE CONSIDERATIONS

49:07

2020
Regular Commission Meeting Jun 23

There were no changes to the Calendar/Future Considerations. Miranda noted that a lot of events had been cancelled, including the 4th of July fireworks.

XIV. PUBLIC COMMENT

50:05

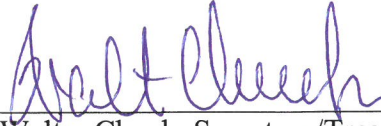
There was no public comment.

XV. **ADJOURNMENT**

50:20

Having no further business, the meeting adjourned at 6:53 pm.

ATTESTED:



Walter Chuck, Secretary/Treasurer



Jim Burke, Vice-President