

2020 ANNUAL REPORT TO THE  
PORT OF NEWPORT BOARD OF COMMISSIONERS

This Annual Report is filed with the Port of Newport Board of Commissioners by the President, Vice-President, and Secretary/Treasurer

Action	Date	Type	Vote Y/N
Adopted Resolution 2019-01 Opposing HB 2284 (Allows for Governor Appointed Port Commissioners).....	01/16/19	Resolution	5 - 0
Approved SDIS Liability & Property Insurance (\$171,814).....	01/22/19	Contract	4 - 0
Approved Servco Pacific Marine Insurance (\$8,778.00).....	01/22/19	Contract	4 - 0
Approved Payne West NOAA Facilities Earthquake & Flood Insurance (\$77,502.25).....	01/22/19	Contract	4 - 0
Approved 2019 Commission Annual Report.....	01/22/19	Other	
Adopted Resolution 2019-02 for Committing Fund Balance for NOAA Capital Maintenance.....	01/22/19	Resolution	4 - 0
Approved Special Use Permit for Davis Shows Loyalty Days Carnival.....	01/22/19	SUP	4 - 0
Approved Letter of Intent for Port Dock 1 Lot Line Adjustment.....	02/26/19	Other	Consensus
Appointed Sara Skamser as representative and Jeff Lackey as alternate to the Cascades West Area Commission on Transportation.....	02/26/19	Other	5 - 0
Adopted Resolution 2019-03 Amending the Port of Newport Facilities Code to Add a Definition of Regular Hours by Location and Clarify Hoist Dock Usage Standards.....	02/26/19	Resolution	5 - 0
Adopted Resolution 2019-04 Supporting Funding Efforts for the Port Dock 5 Pier.....	02/26/19	Resolution	5 - 0
Approved Special Use Permit for HST Oregon Bus Driver Training.....	02/26/19	SUP	5 - 0
Approved Special Use Permit for CAST for Kids Foundation Fishing/Crabbing Event.....	02/26/19	SUP	5 - 0
contingencies as desired for General Manager with Paula Miranda.....	03/18/19	Personnel	3 - 1
Approved the purchase of HDPE Backer Pipes from ISCO Industries in the amount of \$26,642.70.....	03/26/19	Contract	4 - 0
Authorized the Interim General Manager to contract with Summit Public Relations Strategies, LLC not to exceed \$11,250.....	03/26/19	Contract	4 - 0
Authorized the Interim General Manager to execute Contract Amendment #1 with BergerABAM for Strategic Planning Services not to exceed \$10,000 .....	03/26/19	Contract	4 - 0
Authorized the Interim General Manager to enter into a Special Use License Agreement with Community Ice, LLC, to conduct operations at the Rondys owned laydown storage property through June 25, 2019.....	03/26/19	Contract	4 - 0

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Accepted the Employment Contract Agreement between the Port of Newport and Paula Jaqueline Miranda with revisions .....	03/26/19	Personnel	3-0, 1 abstention
Attended Ethics Training presented by the Oregon Ethics Commission.....	03/28/19	Other	
Conducted Board Self-Assessment facilitated by Rob Mills, SDAO.....	04/02/19	Other	
Appointed Fred Postlewait to the Budget Committee and approved the amended Budget Calendar.....	04/09/19	Finance	5 - 0
Approved seeking contractual help in analysis of the personnel matrix not to exceed \$8,000.....	04/09/19	Personnel	5 - 0
Appointed Gil Sylvia to the Budget Committee.....	04/23/19	Finance	5 - 0
Approved a Special Use Permit for the Rogue Brews on the Bay Coastal Brew Fest.....	04/30/19	SUP	5 - 0
Approved a Special Use Permit for the Newport Marathon.....	04/30/19	SUP	5 - 0
Approved a Special Use Permit for the CSC Barrel to Keg Relay.....	04/30/19	SUP	5 - 0
Approved a Special Use Permit for the Newport Fishermen's Wives Blessing of the Fleet.....	04/30/19	SUP	5 - 0
Approved a Special Use Permit for the OSU & SBSA Motorboat Operators Training Course.....	04/30/19	SUP	5 - 0
Authorized the Interim General Manager to executive Contract Amendment #2 with BergerABAM for Strategic Planning Services not to exceed \$1,772.....	04/30/19	Contract	5 - 0
Authorized the Interim General Manager to execute a Contract Amendment with Oregon Brewing Co. to operate a Beer Garden on the west side of the House of Spirits for six months.....	04/30/19	Contract	5 - 0
Authorized the Interim General Manager to enter into a lease with Skyline Sheet Metal .....	04/30/19	Lease	5 - 0
Adopted Resolution 2019-05 Adopting FY 2019-20 Capital Improvement List.....	05/28/19	Resolution	5 - 0
Adopted Resolution 2019-06 Adopting a Compensation Plan.....	05/28/19	Resolution	5 - 0
Adopted Resolution 2019-07 Setting Rates, Fees & Charges.....	05/28/19	Resolution	5 - 0
Adopted Resolution 2019-08 Adopting Fiscal Management Policies.....	05/28/19	Resolution	5 - 0
Authorized the General Manager to enter into negotiations with Rondys for a gear storage lease.....	05/28/19	Contract	5 - 0
Adopted Resolution 2019-09 Adopting the 2019-2020 Fiscal Year Budget, Making Appropriations, and Levying and Categorizing the Tax.....	06/24/19	Resolution	5 - 0
Approved the PNWA Membership Renewal (\$8010).....	06/24/19	Contract	5 - 0
Authorized the General Manager to contract with Summit Public Relations Strategies LLC and move forward with Option #1, not to exceed \$28,100.....	06/24/19	Contract	5 - 0
Commissioners Walter Chuck, Stewart Lamerdin and Jim Burke sworn into office.....	06/24/19	Other	
Reviewed Special Use Permit for Warm Springs Production, LLC.....	06/24/19	SUP	
Accepted the Resignation of Stewart Lamerdin as Commissioner effective 7/26/2019.....	07/23/19	Other	
Elected Commission Officers: Sara Skamser, President; Jim Burke, Vice-President; Walter Chuck, Secretary/Treasurer .....	07/23/19	Other	5 - 0
Updated Commission Liaison List to Affiliated Organization.....	07/23/19	Other	Consensus

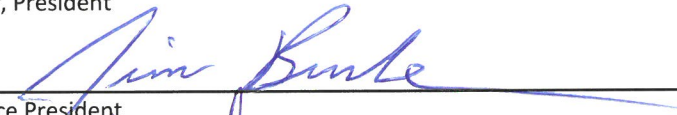
Action	Date	Type	Vote Y/N
Approved 10 Speed Queen Washers Purchase (\$16,240).....	07/23/19	Contract	5 - 0
Approved House of Spirits Painting Contract (\$14,375).....	07/23/19	Contract	5 - 0
Approved S & P Financial Services, NOAA Lease, Revenue Bonds Annual Surveillance Fee (\$10,000).....	07/23/19	Contract	5 - 0
Approved 2019-20 Workers' Compensation Insurance Renewal (\$36,780.50).....	07/23/19	Contract	5 - 0
Approved Newport International Terminal 30-ton Crane Annual Service (\$7,739).....	07/23/19	Contract	5 - 0
Adopted Resolution 2019-10 Naming a Registered Agent.....	07/23/19	Resolution	5 - 0
Approved the Port of Newport 2019 Strategic Business Plan Update with the proposed change to Strategy 1.1.5, subject to the approval of the amendment by the State .....	07/23/19	Other	5 - 0
Authorized the General Manager to provide the water easement to the City of Newport substantially in the form provided .....	07/23/19	Other	5 - 0
Authorized the General Manager to enter into negotiations with Kern & Thompson LLC for the Port's auditing work .....	07/23/19	Contract	5 - 0
Appointed Gil Sylvia to fill Commission Position #3 through June 30, 2021.....	08/27/19	Other	4 - 0
Approved Engagement Letters with Hawkins, Delafield & Wood LLP as Bond Counsel.....	08/27/19	Contract	5 - 0
Approved contract with Vertiv for NOAA Liebert Air Conditioner Outside Unit.....	08/27/19	Contract	5 - 0
Approved contract with L & R Construction for South Beach Men's & Women's Shower Bldg. Siding.....	08/27/19	Contract	5 - 0
Adopted Resolution 2019-11 Designating Bank Accounts & Authorizing Check Signers.....	08/27/19	Resolution	5 - 0
Adopted Resolution 2019-12 Adopting a Public Records Policy.....	08/27/19	Resolution	5 - 0
Authorized Proceeding with Publication of a Port Newsletter.....	09/24/19	Contract	Consensus
Approved Surplus Property Declaration - 10 Washing Machines.....	09/24/19	Other	4 - 0
Approved Letter to the City of Newport Regarding Parking Policies.....	09/24/19	Other	4 - 0
Adopted Resolution 2019-13 Adopting a Telework Policy.....	09/24/19	Resolution	4 - 0
Adopted Resolution 2019-14 Authorizing the Refunding of Taxable Lease Revenue Bonds, Series 2010 and Amendment of the Master Lease Revenue Bond Declaration.....	09/24/19	Resolution	4 - 0
Adopted Resolution 2019-15 Authorizing the Issuance, Sale and Delivery of General Obligation Refunding Bonds; Designating a Port Official; Delegating the Negotiation and Approval of Financial Document and Related Matters .....	09/24/19	Resolution	4 - 0
Approved a Quitclaim Deed and Memorandum of Understanding (MOU) with Stephen Webster under 267 SW Bay LLC .....	09/24/19	Contract	4 - 0
Authorized the General Manager to Proceed with the Work Necessary to Address the Storm Drain Issue Pending Further Evaluation, not to Exceed \$135,000 .....	09/24/19	Contract	4 - 0
Adopted Resolution 2019-16 Setting Rates, Fees & Charges.....	09/24/19	Resolution	4 - 0
Approved a contract with All-Ways Painting for NOAA Demised Area Painting - \$16,050.....	10/22/19	Contract	5 - 0

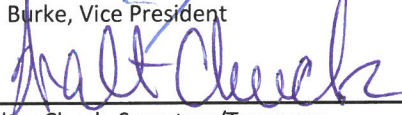


Action	Date	Type	Vote Y/N
Approved a Letter of Consent Allowing the Aquarium to Move Forward with Renovations.....	10/22/19	Lease	4 - 0, 1 abstention
Approved Staff Working with the City on a Possible Extension of the Building Permit #13743 for another 180 days. Should No Project Become Feasible for the Use of this Permit During that Period, then Staff Should Terminate the Permit and Request Refund of the SDC's .....	10/22/19	Other	5 - 0
Scheduled a 6-Month General Manager Evaluation.....	10/22/19	Personnel	Consensus
Approved Contract for South Beach Siding Additional Work - JBQ Quality Construction.....	11/19/19	Contract	4 - 0
Adopted Resolution 2019-17 Adopting a Family & Medical Leave Policy.....	11/19/19	Resolution	4 - 0
Adopted Resolution 2019-18 Adopting an IT Security Policy.....	11/19/19	Resolution	4 - 0
Authorized the General Manager to sign the Lease Amendment for Rogue Distillery (address change).....	11/19/19	Lease	4 - 0
Authorized the General Manager to Complete and Execute the Deemed Final Letter for NOAA and GO Bonds Preliminary Official Statement .....	11/19/19	Finance	4 - 0
Adopted Resolution 2019-19 Adopting a Technology Resplacement and Upgrade Policy with an amendment to Section 5.2 to add "as funds are available" .....	11/19/19	Resolution	4 - 0
Approved a Contract with Sylvia Media & Events for the 2020 Good Sam Guide.....	12/17/19	Contract	5 - 0
Approved a Contract with Maxxum Marina for a Suzuki Outboard Engine.....	12/17/19	Contract	5 - 0
Authorized the General Manager to contract with Larry Ridgely Consulting for Financial System Analysis.....	12/17/19	Contract	5 - 0

The President, Vice President, Secretary/Treasurer are proud of the work accomplished by our Commission and staff. We look forward to an equally successful 2021. This Annual Report is submitted to the Port of Newport by:

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Sara Skamsner, President

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Jim Burke, Vice President

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Walter Chuck, Secretary/Treasurer

at their January 28, 2020 Regular Board Meeting