

**PORT OF NEWPORT MINUTES**

November 17, 2020

Regular Commission Meeting

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

This meeting was held virtually by invitation only. The public was invited to view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio. Live chat was not monitored. The public could submit comment through a form on our website no later than 4:00 pm on Monday, November 16th, to be read into the meeting at the appropriate time.

**Agenda Item**

**Audio  
Time**

**I. CALL TO ORDER .....**

0:00

Commission President Jim Burke called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 6:02 pm virtually through Zoom.

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

**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:** Angela Nebel, Summit Public Relations Strategies.

**II. CHANGES TO THE AGENDA .....**

0:13

A. \*Burke agreed to add the item presented by staff to the Consent Calendar, which is posted on the Port website as an addendum to the Meeting Packet.

**III. PUBLIC COMMENT**

There was no public comment.

**IV. CONSENT CALENDAR.....**

0:41

- A. Minutes 2020
  - 1. Regular Commission Meeting .....Oct 27
- B. Financial Reports
- C. Contracts
  - 1. NOAA Common Area Painting (\$15,890)
  - 2. \*2020 NOAA Cathodic Protection System Anode Replacement (\$50,284)

**A motion was made by Lackey and seconded by Sylvia to approve the Consent Calendar. The motion passed 5 – 0.**

V. OLD BUSINESS.....

1:45

A. Items Removed from Consent Calendar

No items were removed from the Consent Calendar.

B. Accounts Paid .....

1:50

**A motion was made by Chuck and seconded by Lackey to approve the Accounts Paid. The motion passed 5 – 0.**

C. South Beach Load Centers Discussion .....

2:16

Miranda introduced the Staff Reports included in the Meeting Packet. She noted that it was agreed after discussion with staff that it would be better to replace all the load centers in the current fiscal year. Miranda referred to the reasons and budget analysis provided in the report. She suggested it would be advisable to finance with a 4-year loan from the NOAA reserves at 1.2% interest, to be paid back into that fund. Miranda added that Bretz had a Request for Proposal (RFP) prepared to issue upon Commission agreement to proceed.

Sylvia asked why it was originally planned to happen over 3 years; Miranda and Bretz said the main reasons were financial. Bretz added that it would still be planned in stages so that the entire marina would not be without power at the same time. Chuck commented that the Port had borrowed twice from the NOAA funds in the past for the terminal and export projects, and had been discussed for the previous administrative office project that ultimately was not completed. He added that those loans, however, were not paid back into the fund. Brown said this loan would be memorialized to ensure the funds were paid back and confirmed that this would be a loan from the restricted fund. Miranda said that with the administration building budgeted at \$2.4MM for the fiscal year but not expected to use that amount, there were sufficient budgeted capital funds. Brown said he would verify if a supplemental budget was needed to borrow from the restricted fund.

Lackey asked about the expected timing if this project moved forward. Miranda said the RFP was prepared, and it usually takes 5 weeks or so to get bids which would have to be reviewed. She anticipated the project could start at the beginning of 2021. Bretz said he was looking to get the work started in January and completed no later than May 1<sup>st</sup> before the 1<sup>st</sup> halibut opener. Miranda said she was asking the Commissioners for a recommendation on moving forward, and any staff selection would be brought back to the Commission for approval.

Chuck said he wanted to make sure the restricted funds were restored. He added he was cautious, but the financing lined up well and he supported improvements in a revenue generating area. Burke said it would send a nice message to South Beach users. The Commissioners agreed to move forward with the RFP for the nine load centers.

VI. STAFF REPORTS

- A. General Manager .....
  - 1. Director of Finance & Business Services
    - a) October Occupancy Report
  - 2. Director of Operations

Miranda introduced the Staff Reports included in the Meeting Packet. She thanked Heather Mann for letting her know about the Lincoln County Community and Economic Development grant program, which would help with funding the sea wall study. She added that the Port would seek quotes for the study once the County has responded, but there are enough funds in the budget to move ahead. The study is needed so the Port can know the status of the sea wall and plan for what needs to be done.

Miranda said she has been conferring with Rachael Maddock-Hughes of Sequoia Consulting regarding grants through the Maritime Innovation Center, possibly combining some projects. Miranda said she expected to hear more from the Army Corps of Engineers (ACOE) by February regarding the Feasibility Study for the dredging of the entrance to the Commercial Marina. She added the Port had budgeted \$900K for the project, of which the Port would have to put up \$450K; this project may push into the next fiscal year. If this goes through, the ACOE would also maintain the dredged area. Miranda said this was a separate project from the usual ACOE budgeted funds.

Miranda said the plans are still in the beginning stages for the Administration Building, which is moving forward with a final design so that construction bids can be made. Miranda said the Port needs to start looking for funding and she has submitted a pre-application with Business Oregon. Miranda also said she had met with a prospective tenant for the International Terminal, but their needs still need to be determined before having a discussion with fisherman. She said she wants to make sure talks go simultaneously with the project so that everyone is on board from the beginning. Miranda said she has reached out to Senator Dick Anderson to have a meeting, and to schedule a meeting with Anderson, Representative Gomberg, and other coastal ports to discuss port issues. Miranda commented the Port is doing well financially.

Lackey asked if more detail regarding the sea wall could be provided to the Commission regarding history, deliverables, timing, and Rogue’s plans. Miranda said she spoke with Dharma Tamm at Rogue; they plan to move a portion of the cannery to the opposite side of the building, but far enough to the sea wall, so, it should not be an issue at this time. Rogue’s waste project will involve silos that may be moved near the sea wall, at which point more information will be needed but this will not happen for at least another year. She added the Port has restricted Rogue to some extent on the placement of heavy equipment near the sea wall. Miranda said if the grant were received and quotes were available for the evaluation, she would bring more details to the Commission. Miranda added she had reached out to the Oregon State Marine Board regarding a grant, but they did not have funds available this year. Burke asked about potential liability for the Port should an event like a small earthquake would occur. Bretz said a minimal engineering study on the sea wall had been completed; the sea wall is nearing the end of its useful life but is within range.

Miranda said she had heard questions regarding the ideal location for the new Administration Building. She had conversations with Dustin Capri, Architect, regarding that issue. Capri had said that ideally the building should be placed on either end of the property, but that moving the

location halfway between the current location and the yacht club would increase both the cost of paving and another geotechnical survey. Miranda said there was also interest for expansion from Englund Marine, which may involve moving the Yacht Club in the direction of the existing Port office or to the south side of the bay. She added the new building would face the current driveway easily visible from both Bay Blvd and from the docks, and additional parking for Port Dock 7 could more easily be situated behind the building. Trucks would continue to be able to drive through to Englund Marine, and the focus would be on storage on the opposite side of the driveway where the existing Port office is located. Overall, this would provide good flow. Burke and Retherford said they better understood the rationale for the building location.

Sylvia asked if the Port had a master architectural plan for the Port for the next 10 – 20 years. Miranda said the Port had focused on the Strategic Business Plan, but she would propose preparing master plans by location over time, tying them together as necessary. She said the Port has a vision of what to do at the commercial docks. Miranda said she was considering developing a plan for the International Terminal and figuring out what to do with the 9-acre property, also considering the neighboring development. Sylvia and Burke agreed this could be revisited at future meetings.

Chuck asked if it were possible to get the needed work done on the Port Dock 5 Pier Project in this year’s in-water work window. Miranda said several contractors were interested in the project and the Port is still pushing to get this done. Bretz said that the Oregon Department of Fish & Wildlife (ODFW) was not likely to support an extension because of salmon smolt in the marina. Chuck suggested working with the National Marine Fisheries Service and the Coastal Caucus now to request an extension. Burke agreed it would be best to try for an extension.

Sylvia asked about the upcoming meeting with coastal ports and legislators. Miranda explained this was not directly linked to any legislative issues, but to introduce the ports, their needs, and concerns. Miranda invited Commissioners to participate if desired. Chuck commented that Anderson was very interested in the Port of Newport. Sylvia said he appreciated Miranda organizing this meeting and her leadership. Burke commented that Anderson and Gomberg were important advocates in state politics.

**VII. COMMISSIONER REPORTS/COMMENTS .....**

1:00:04

Sylvia, serving as a member of the Cascades West Council of Governments, reported on the review of budgets and strategies for the Transportation Commission, including some new thinking including equity, global warming, and resilience in transportation statewide.

Chuck said he would send the survey from the City of Newport about transportation plans to Hewitt to send to Commissioners for the opportunity to weigh in as citizens.

Burke said he planned on attending the SDAO webinar on Wednesday on Risk Management.

**VIII. CALENDAR/FUTURE CONSIDERATIONS .....**

1:04:44

	2020
Thanksgiving Holiday – Port Office Closed.....	Nov 26 – 27
Regular Commission Meeting (3 <sup>rd</sup> Tuesday) .....	Dec 15
Christmas Holiday – Port Office Closed.....	Dec 25
	2021

New Year's Holiday – Port Office Closed..... Jan 01

There were no changes to the Calendar/Future Considerations.

**IX. PUBLIC COMMENT** .....

There was no public comment.

1:04:57

**X. ADJOURNMENT** .....

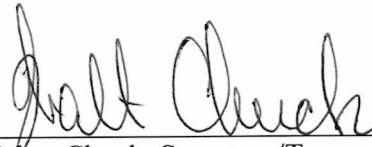
1:05:05

Having no further business, the meeting adjourned at 7:07 pm.

ATTESTED:

**james m burke** Digitally signed by james m burke  
Date: 2020.12.18 08:25:45 -08'00'

Jim Burke, Vice-President



Walter Chuck, Secretary/Treasurer