

**PORT OF NEWPORT REGULAR MONTHLY COMMISSION MEETING AGENDA**

Tuesday, March 23, 2021, 6:00 p.m.

This meeting will be virtual by invitation only.

You can view the live stream of this meeting on our YouTube Channel, Port of Newport Meetings Audio, <https://www.youtube.com/channel/UCCAo3VCV9Yt4coXK7pUXAIQ>

Live chat will not be monitored.

To submit public comment, please complete the form on our website here, no later than 4:00 pm on Monday, March 22<sup>nd</sup>: [Public Comment Regular Commission Meeting 3/23/2021 - Port of Newport](#)

Your comment, up to 3 minutes, will be read into the meeting at the appropriate time.

- I. Call to Order
  - II. Changes to the Agenda
  - III. Public Comment (3-minute limit per person)
  - IV. Consent Calendar
    - A. Minutes 2021
      - 1. Regular Commission Meeting .....Feb 23
      - 2. Budget Priorities Work Session .....Mar 2
      - 3. Special Meeting .....Mar 2
    - B. Financial Reports
  - V. Old Business
    - A. Items Removed from Consent Calendar
    - B. Accounts Paid
    - C. Demolition of Building at 343 SW Bay Blvd (Bretz)
    - D. Temporary Power for South Beach Load Centers (Bretz)
  - VI. Staff Reports
    - A. General Manager
      - 1. Director of Finance & Business Services
        - a) February Occupancy Report
      - 2. Director of Operations
- VII. Commissioner Reports/Comments
- VIII. Calendar/Future Considerations 2021
  - Budget Hearing & Regular Commission Meeting..... Apr 27
- IX. Public Comment (3-minute limit per person)
- X. 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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**PORT OF NEWPORT MINUTES**

February 23, 2021

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 Meetings 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, February 22nd, 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 6:12 pm.

**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 .....**

0:15

There were no changes to the Agenda.

**III. PUBLIC COMMENT .....**

0:22

Miranda introduced an email received from Pat Ruddiman, which was included in the Meeting Packet Addendum, in which he expressed disagreement with the marketing study for NIT as proposed. Miranda noted that the Port is applying for a grant for a marketing plan for NIT. She said she has been talking with the timber industry, but wants to do a broader analysis to make the Terminal fully usable. The study will analyze everything related to the use of the Terminal, including development of the 9-acre parcel.

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

4:27

- A. Minutes 2020
  - 1. Regular Commission Meeting ..... Jan 26
- B. Financial Reports
- C. Servpro Invoice – NIT Water Damage (\$17,309.19)
- D. Contracts
  - 1. NOAA MOC-P Pier Conduit, Anti-Corrosion System (NTE \$11,000)

- 2. HDR Contract Amendment
- 3. SB Marina GFI Purchase from Platt (\$27,000)

**A motion was made by Chuck and seconded by Lackey to approve the Consent Calendar as presented. The motion passed 5 -0.**

Chuck commented staff should make sure to get reimbursed for the Servco payment.

**V. OLD BUSINESS**

**A. Items Removed from Consent Calendar**

No items were removed from the Consent Calendar.

**B. Accounts Paid ..... 5:07**

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

**C. Resolution 2021-02 Setting Rates Fees & Charges ..... 5:30**

Brown introduced the two staff reports included in the Meeting Packet, which included a recommendation for senior and military discounts on recreational moorage.

**A motion was made by Chuck and seconded by Retherford to adopt Resolution 2021-02 Setting Rates, Fees and Charges. The motion passed 5 – 0.**

**A motion was made by Chuck and seconded by Retherford to adopt the discount for seniors and veterans as presented. The motion passed 5 – 0.**

**D. Commercial Marina Dredging – Feasibility Study – US Army Corps of Engineers..... 9:36**

Bretz presented the amended Staff Report included in the Meeting Packet Addendum. He commented that this topic had been discussed in past meetings. The Feasibility Study is in response to the Port’s Section 107 Continuing Authorities Program request to dredge a -20 foot channel to the Commercial Marina. The next step would be an Army Corps of Engineers (ACOE) presentation to the Port of a project scope and cost share agreement for the Feasibility Study, which will be a 50/50 share. The final budget set for the study has not yet been received from the ACOE. This will be a great benefit to the Port, and represents the ACOE setting up the project. He stated that once the Port enters into the agreement, the Port will have 15 days to make payment for the study. Miranda added that the biggest benefit will be the eventual dredging. She said if it goes as expected, the estimated price of the dredging project is about \$3.5MM, of which the ACOE will pay 90%. The ACOE will also continue to maintain the dredge area. Miranda clarified that the authorization has not yet been received but is expected shortly. She said she thought it best to get the approval up front as long as it was in the budget since the Commission was already familiar with the project and the payment would be needed in 15 days. Miranda remarked that this would

have an additional benefit on the future replacement of Port Dock 7 since there would already be federal interest in this location.

Sylvia commented that the estimate of \$3.5MM could change in another year or so. Bretz responded that part of the Feasibility Study phase would be to get a good estimate. Brown added that the Port’s 10% contribution could be paid up front or financed over 30 years, and Bretz added that wouldn’t be due until the project was complete. Brown also confirmed that the reserves apart from NOAA could still be maintained. Lackey asked that a map and planned configuration be provided to the Commission at some point. Chuck asked if the Feasibility Study funds would come out of the current fiscal year’s or next fiscal year’s budget; Miranda said it depended on when the authorization was received. There was some discussion about the current depths in the marina and the extent of the proposed dredging. Bretz said the 90/10 cost share was based on the requested -20 ft depth.

**A motion was made by Lackey and seconded by Retherford to approve the General Manager to negotiate and enter into a Federal Cost Share Agreement with the Army Corps of Engineers for this project not to exceed \$475K for the Port’s share. The motion passed 5 – 0.**

E. Port Dock 5 Transformer Purchase from PUD (\$19,216.82) ..... 24:03

Bretz introduced the Staff Report included in the Meeting Packet, and reinforced his recommendation to making this a high priority next fiscal year. He said the engineer’s estimate of \$644K was an all-inclusive price for both Port Docks 3 and 5. Bretz said that if the Port wanted to be able to control the project time-line, it would be important to secure availability of the needed transformers. He recommended using capital outlay in this year’s budget for the project in the next fiscal year. Burke commented this was in line with the increases to commercial marina rates.

**A motion was made by Chuck and seconded by Retherford to authorize the General Manager to pay \$19,216.82 to Central Lincoln PUD for the purpose of retaining two transformers for the Port Dock 5 Electrical Upgrade and Marine Power Pedestal project. The motion passed 5 – 0.**

**VI. NEW BUSINESS**

A. Rogue Seawall Plan Contractor Selection ..... 27:54

Miranda introduced the Staff Report included in the Meeting Packet. She suggested an engineering analysis was needed to identify the current state of the seawall, its lifespan, and next steps. She provided background on some concerns about the seawall and discussions with Rogue about their expansion plans, and a request from the Port at this time that Rogue not place anything too heavy on the seawall supported portion of the leased building. Miranda said the Port reached out to 7 qualified engineers who had shown interest in the project, and received 3 qualified proposals. One proposal was well over the budgeted \$60K for this fiscal year. Staff proposed contracting with PBS Engineering, who includes one of the original engineers who did the reporting in 2018.

Chuck asked if Rogue was planning more construction. Miranda said they were currently planning to bring in more equipment in the current footprint, relocating some equipment, and hiring

additional employees. There was also preliminary discussion about possibly expanding the House of Spirits. Miranda said she looked under the building with some engineers after the recent king tides, but did not see any additional visible damage. Sylvia asked about the scope of the anticipated analysis and recommendations. Miranda stated she anticipated a possible phase three to take a deep look and provide more information about how to proceed with any repairs. Lackey commented that Rogue is an important tenant and part of the community, and thanked staff for continuing with the seawall evaluation. Retherford asked if phase 2 and 3 could be combined. Miranda said that would not fit in the current budget, and reminded the Commission that the Port had received a \$12,900 grant from Lincoln County for the current project. She added that there was also discussion with Business Oregon about possible technical grants.

Burke asked about the reliability of the as-builts and the short length of time planned at the site. Miranda said a lot of the changes had been made since the as-builts were prepared were far from the seawall. Bretz added there was also a study from Berger ABAM that looked at the slab and where drainage was cut, overall decent records. Miranda commented that both proposals referred to Port staff assistance, including coordinating access with Rogue. Sylvia asked about the term of the Rogue lease and if there were any contingencies relating to these issues. Brown said the lease extensions are 10 years each, with the next extension coming up in 2027. Miranda commented on the complexity of the Rogue lease, which includes lease of Port owned building, and ground lease with Rogue owned buildings. The seawall situation would go beyond typical wear and tear maintenance by the tenant, although she did not believe this was specifically spelled out in the lease. The Port does need to be concerned about liability around a building leased to a third party. Sylvia further asked if infrastructure costs were built into leases. Miranda said one could assume that leased Port buildings provided income at market rate. Chuck added for historical purposes that Rogue had declined a past proposal to move across the street to where the RV Annex is now located.

**A motion was made by Lackey and seconded by Chuck to authorize the General Manager to contract with PBS Engineering and move forward with the proposal as presented not to exceed an additional \$58,500. The motion passed 5 – 0.**

**VII. STAFF REPORTS**

- A. General Manager ..... 49:20
  - 1. Director of Finance & Business Services
    - a) January Occupancy Report
  - 2. Director of Operations

Miranda introduced the Staff Reports included in the Meeting Packet, and commented that many topics had already been discussed. She offered kudos to all Port staff, and said they were a great team, especially over the recent busy months. The Port is doing well and keeping on track with finances despite storms and other issues. Port staff is looking to next month for budget meetings. There are some anticipated revenue losses from the loss of 66’ of dock in the Commercial Marina and the building at 343 SW Bay Blvd. Miranda commented this fiscal year addressed project planning so that grants could be sought next year for implementation of those projects. Miranda commented that the stormiest time was coming to an end, so there is still time for the staff work

needed to prepare a proposed plan for Port Dock 7 to address the lost dock and dock replacement. She said staff hopes to present a plan in the next couple of months.

Miranda pointed out the issues at 343 SW Bay Blvd included in the report from Bretz. She commented that the pilings were not sufficient to support the building and some bracing was installed to allow the tenants to retrieve their belongings. Miranda said the Port had received a letter from the city requiring repair plans or removal of the building in 30 days or payment of fines; the Port has asked for an extension. Miranda said there will be additional discussion regarding tenant liability in Executive Session. She added there is some asbestos that needs to be abated. Miranda remarked that there was a lot of interest in that location, and the Port may want to consider selling the property. She added that since the State owns the submerged land where the pilings are located, there are other considerations around removing or leaving the pilings, with additional research still being done. Chuck commented that the property was very valuable, and asked Burke to create a subcommittee including two Commissioners to work with staff on a plan. Burke and Miranda were both open to that. Miranda said she was not anxious to part with Port property but wants to see how that parcel fits in with the Port’s portfolio.

Miranda said prices of materials had increased since the beginning of the Administration Building planning process. She said she met this week with a consultant, the architect, and Burke to discuss options. Miranda added if the Port waits for material costs to go down, it might encounter increases in the current low interest rates and changes to building codes. She commented that if the building were completed when originally planned the price would have been less than half of current estimates. Miranda said the Port Dock 5 Pier project was underway, and the additional access walkway was built. She advised that they had not needed to take the power down. Miranda shared Bretz’s remarks that there may be a period when there would not be active construction at the pier when the in-water period ended, when the builder would be doing some in-house work on the project. He commented the builder had done a great job being resourceful and were still looking to have the in-water work complete by March 5<sup>th</sup>. Bretz said everything was going well with the EDA grant.

Miranda said she was working with Angela Nebel on a newsletter, and Burke was working with Nebel on a message for that issue. The plan is to get this distributed some time in March. Miranda reminded the Commission that this is the time of year to consider goal setting and her performance evaluation. She also mentioned that 3 Commissioners were coming up for re-election in May: Lackey, Retherford, and Sylvia. If they or anyone else in the district is interested, more information can be found on the Lincoln County Clerk’s website; a link to the Clerk’s website can be found on the Port’s website. Burke asked Brown about the amount of Seawater Seafoods Co. debt more than 90 days past due. Brown said the pandemic had hit Seawater Seafoods hard, but they had recently paid \$19K. He added Oregon Mariculture had also made a large payment. Miranda said Brown was good with working on getting debtors on a plan and making sure they comply.

**VIII. COMMISSIONER REPORTS/COMMENTS**.....

1:15:15

Burke mentioned his meeting with Miranda and Rogue regarding their plans and the seawall. In regard to the Administration Building, he said Capri and Goebel architects, along with Quality Construction, were asked to find some value engineering to see where some money can be saved and still create a good workspace. Some options for getting the price point down might be utilizing

the unused roofing from NOAA construction, changing out some options, and saving the deck for another budget year.

<b>IX.</b>	<b>CALENDAR/FUTURE CONSIDERATIONS</b> .....	
		2021
	Newport Seafood & Wine Festival “To Go” (Virtual) .....	Feb 26 – 28
	PNWA Mission to Washington (Zoom Webinar) .....	Mar 15 – 18
	Regular Commission Meeting .....	Mar 23

1:17:37

There were no changes to the Calendar/Future Considerations. Hewitt will send out a Doodle poll for scheduling a Budget Priorities Work Session.

**X. PUBLIC COMMENT**

There was no public comment at this time.

<b>XI.</b>	<b>ADJOURNMENT</b> .....	
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1:19:17

Having no further business, the meeting adjourned at 7:31 pm.

ATTESTED:

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James Burke, President

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Walter Chuck, Secretary/Treasurer



**PORT OF NEWPORT MINUTES**

March 2, 2021

Commission Budget Priorities Work Session

*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 Meetings 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, March 1st, 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 Commission Budget Priorities Work Session of the Port of Newport Board of Commissioners to order at 6:06 pm.

**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 .....**

0:12

There were no changes to the Agenda.

**III. PUBLIC COMMENT**

There was no public comment.

**IV. REVIEW BUDGET PRIORITIES MESSAGE & DISCUSS PRIORITIES .....**

0:29

Brown remarked this was an opportunity for the Commission to review what staff had set as priorities, to rearrange as appropriate, add any additional priorities, or remove priorities from the plan for the upcoming fiscal year. Brown introduced the Staff Report and Project Priorities included in the Meeting Packet. He clarified that a “1” indicated highest priority. Miranda added that some projects from the current fiscal year were included. These projects may or may not end up being completed before the end of this fiscal year, in some cases depending on funding. Brown added that reserves of \$1.2MM would be set aside. Brown remarked on the need to plan for the Port Dock 7 project in the next budget cycle so that potentially grants could be sought for construction in the subsequent fiscal year. He added the Commission would meet at a future date to discuss the 5-year projects list. Brown said that projects on the included list that were noted as

contract/professional services would be found included in a support services section of the budget, separate from other projects.

Sylvia asked about the dollar amount under the column “2022” and the funding source if not noted. Miranda said the dollar amount represented the total project cost. She said when the budget was presented it would provide more detail about what Port funds would be used, but the General Fund would be most impacted. Brown said additional external funds may be obtained, if available. Sylvia also asked that the meaning of an assigned priority number be made clear to the public. Brown said some projects identified as lower priority may be completed because of funding opportunities. Miranda commented that the Port would push hard to get high level priorities to happen, but there would also be consideration of the availability of outside funds. For example, planning for Port Dock 7 is a high priority which the Port may decide to move forward on using General Funds if outside funds aren’t available. Burke asked how project priorities were shown on the budget documents. Brown said projects on the budget did not need to include priority ranking. Sylvia suggested if priorities were included in the budget, their interpretation should be explained to the public.

Chuck suggested that an important project not on the list was replacing the public fishing pier, which would provide a lot of mitigation credit. Miranda said there was previous discussion about tying that project together with the Port Dock 7 rebuild to take advantage of mitigation credits, and Brown suggested including the public fishing pier in the title of the Port Dock 7 project. Chuck said there were sources willing to spend money on public fishing.

Burke commented he did not see other expenditures related to Rogue in the priorities. Miranda said it would be hard to evaluate until the current phase II seawall assessment was complete. There may be more engineering work for which a grant could be applied, but she does not foresee fixing the seawall in the upcoming fiscal year. She suggested that if worse comes to worst a budget amendment may be needed. Burke also suggested including some other work place improvements, specifically in the Commercial shop where one space is used for staff to work, share computers, and eat lunch. He suggested perhaps installing some stand up work stations, a deep clean and a mini breakroom. Bretz said COVID-19 aside, neither the Commercial nor the Recreational shop were laid out the way they should be. For example, the Harbormasters should have an office where they counsel personnel, talk with people, and complete other tasks. Bretz suggested it would be a good idea to look at doing that right. Miranda said it would be hard to do the Administration Building and the shop buildings at the same time. Burke suggested planning some interim moves to make the spaces more efficient and sanitary within a reasonable dollar amount. Bretz said there will be room in the maintenance budget for minor changes. He added that there was an issue with the lack of breakrooms throughout the entire Port.

Chuck said there were priorities he would like to see ranked higher: asset condition inspection, and the service dock in South Beach. Brown said he anticipated the Port would push to get those projects, like others ranked 5 or higher, done in the fiscal year. Staff would again discuss priorities after this input from the Commission. Brown said that a preliminary budget would be sent out for Commissioners’ review. One change already made was a reduction in the footprint for NOAA dredging. Miranda said she agreed with Chuck that asset condition assessment was a high priority, especially in light of recent emergencies. She would like to pick a few areas that are more concerning to inspect in the upcoming fiscal year, and then keep moving to different locations in

subsequent years on a regular basis. Bretz commented that staff was looking to shift from corrective to more preventative maintenance. As for the priority of the service dock in SB, Bretz said the pilings were connected to the Rogue seawall so completing that evaluation was important. An interim fix may be called for before replacing the service dock. Sylvia said he found the priorities consistent with past discussions. He added that asset inspections in an organized way evaluating condition, life expectancy, and rough replacement cost estimate would also help with the strategic plan. Miranda added it would help with more realistic future budgets as well, and projects could be staggered in a way that made sense. Bretz added that moving to more preventative maintenance would mean more intangible costs, but the Port could stay in front of issues. He submitted the example of the 9-acre property at McLean Point where some preventative property maintenance may have avoided wetlands issues. Miranda commented that if the Port becomes aware of issues, there will be an obligation to address any liability. Sylvia said these would be smart costs in the short term that would avoid larger costs and problems in the long term.

**V. SET BUDGET COMMITTEE MEETING DATE ..... 39:53**

Hewitt will send a Doodle Poll to Commission and Freeholder Budget Committee Members to find available dates.

**VI. PRELIMINARY BUDGET (NO DISCUSSION)..... 40:50**

Brown will send a preliminary Budget to Hewitt for distribution to the Commissioners after the meeting.

Miranda commented that there was still one vacancy on the Budget Committee. More information is available on the Port’s website and Facebook page.

**VII. ADJOURNMENT ..... 41:48**

Having no further business, the meeting adjourned at 6:48 pm.

ATTESTED

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James Burke, President

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Walter Chuck, Secretary/Treasurer



**PORT OF NEWPORT MINUTES**

March 2, 2021

Commission Special 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 Meetings Audio. Live chat was not monitored. The public could submit comment through a form on our website no later than 4:00 pm on Tuesday, March 2nd, to be read into the meeting at the appropriate time.

**Agenda Item**

**Audio  
Time**  
0:00

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

Commission President Jim Burke called the Commission Special Meeting of the Port of Newport Board of Commissioners to order at 6:01 pm.

**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. PUBLIC COMMENT**

There was no public comment.

**III. BUSINESS OREGON GRANT FOR THE ROGUE SEAWALL PHASE II ASSESSMENT .....**

0:15

Miranda introduced Staff Report included in the Meeting Packet, and added she hadn’t wanted to delay this application since a contract was already awarded to PBS Engineering for this project; the invitation to apply had just arrived. She said this grant would provide the remaining funds to match with the Lincoln County grant so that the project would be paid for without Port funds. Miranda added if the application is returned to Business Oregon, the grant process could probably be worked through in 2 – 3 weeks with the engineering consultant beginning work at the end of March. Miranda thanked Business Oregon for this opportunity, and she said she would work with Brown on the application. She commented Commission approval was required for grant applications over \$25K.

**A motion was made by Lackey and seconded by Retherford to adopt Resolution 2021-03 Authorizing the Port of Newport to apply for a Business Oregon Grant for the Rogue Seawall Phase II Assessment. The motion passed 5 – 0.**

IV. ADJOURNMENT .....

3:29

Having no further business, the meeting adjourned at 6:06 pm.

ATTESTED

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James Burke, President

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Walter Chuck, Secretary/Treasurer

# Port of Newport - General Operating Fund

## Balance Sheet

As of February 28, 2021

	<u>Feb 28, 21</u>	<u>Feb 29, 20</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
100 · General Operating Funds	3,468,470	3,539,916	(71,446)	(2)%
<b>Total Checking/Savings</b>	3,468,470	3,539,916	(71,446)	(2)%
<b>Accounts Receivable</b>				
11200 · Accounts Receivable	517,254	417,379	99,874	24%
11225 · Grants Receivable	144,054	0	144,054	100%
<b>Total Accounts Receivable</b>	661,308	417,379	243,928	58%
<b>Other Current Assets</b>				
11250 · Property Tax Receivable	10,328	34,460	(24,132)	(70)%
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	32,791	8,456	24,335	288%
11300 · Prepaid Expenses	232,959	40,147	192,812	480%
11400 · Due from Other Funds	7,517	14,793	(7,276)	(49)%
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)%
<b>Total Other Current Assets</b>	(237,238)	(420,851)	183,613	44%
<b>Total Current Assets</b>	3,892,540	3,536,445	356,095	10%
<b>Fixed Assets</b>				
11500 · Capital Assets	46,863,649	47,814,514	(950,865)	(2)%
<b>Total Fixed Assets</b>	46,863,649	47,814,514	(950,865)	(2)%
<b>Other Assets</b>				
11800 · Debt Issue Costs, Net of Amort.	650	0	650	100%
<b>Total Other Assets</b>	650	0	650	100%
<b>TOTAL ASSETS</b>	<b><u>50,756,839</u></b>	<b><u>51,350,958</u></b>	<b><u>(594,120)</u></b>	<b><u>(1)%</u></b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
12000 · Accounts Payable	434,154	117,412	316,742	270%
<b>Total Accounts Payable</b>	434,154	117,412	316,742	270%
<b>Other Current Liabilities</b>				
12005 · Retainage Payable	15,047	0	15,047	100%
12010 · Unclaimed Property Payable	3,933	2,885	1,048	36%
12020 · Lodging/Room Tax Payable	17,104	5,251	11,853	226%
12100 · Payroll Liabilities	162,523	128,081	34,443	27%
12250 · Deferred Revenue	382,801	291,886	90,915	31%
12300 · Accrued Interest Payable	15,147	16,843	(1,696)	(10)%
12320 · Current Portion-Long Term Debt	535,814	539,514	(3,700)	(1)%
<b>Total Other Current Liabilities</b>	1,132,370	984,459	147,911	15%
<b>Total Current Liabilities</b>	1,566,524	1,101,871	464,653	42%
<b>Long Term Liabilities</b>				
12350 · Long Term Debt	5,708,731	6,316,721	(607,990)	(10)%
12800 · Bond Premiums	100,621	100,621	0	0%

# Port of Newport - General Operating Fund

## Balance Sheet

As of February 28, 2021

	Feb 28, 21	Feb 29, 20	\$ Change	% Change
12900 · PERS - Deferred IF	147,653	147,653	0	0%
<b>Total Long Term Liabilities</b>	<b>5,957,005</b>	<b>6,564,995</b>	<b>(607,990)</b>	<b>(9)%</b>
<b>Total Liabilities</b>	<b>7,523,529</b>	<b>7,666,866</b>	<b>(143,337)</b>	<b>(2)%</b>
<b>Equity</b>				
13005 · GOF - Assigned FB-Improvements	0	36,126	(36,126)	(100)%
13010 · GOF - Unassigned FB	36,503,625	62,425,972	(25,922,347)	(42)%
13015 · GOF - Contributed Capital FB	7,130,788	7,130,788	0	0%
13075 · GOF - Prior Period Adj	(21,009)	(34,952)	13,942	40%
13300 · GOF - Equity Transfers	12,751	(25,585,916)	25,598,667	100%
<b>Net Income</b>	<b>(392,845)</b>	<b>(287,925)</b>	<b>(104,920)</b>	<b>(36)%</b>
<b>Total Equity</b>	<b>43,233,310</b>	<b>43,684,093</b>	<b>(450,783)</b>	<b>(1)%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>50,756,839</b>	<b>51,350,958</b>	<b>(594,120)</b>	<b>(1)%</b>



**Port of Newport**  
**General Operating Fund - Budget vs. Actual**  
 July 2020 through February 2021

	Jul '20 - Feb ...	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	502,473	542,000	(39,527)	93%
14100 · Moorage	1,194,219	896,188	298,031	133%
14200 · Hoist Dock & Services	634,996	596,201	38,795	107%
14300 · Shipping Terminal Revenues	0	14,312	(14,312)	0%
14400 · RV Parks	835,731	719,953	115,778	116%
14500 · Launch Ramp & Trailer Storage	65,633	45,185	20,447	145%
14600 · Miscellaneous Revenue	106,980	43,330	63,649	247%
14700 · Permit Revenues	(321)	0	(321)	100%
<b>Total Income</b>	<u>3,339,711</u>	<u>2,857,169</u>	<u>482,542</u>	<u>117%</u>
<b>Gross Profit</b>	3,339,711	2,857,169	482,542	117%
<b>Expense</b>				
15000 · Personnel Services	1,273,217	1,450,573	(177,357)	88%
16000 · Materials & Services	1,235,754	2,602,107	(1,366,353)	47%
16990 · Depreciation Expense	1,102,266	1,102,266	0	100%
17000 · Debt Service	410,134	762,403	(352,268)	54%
<b>Total Expense</b>	<u>4,021,371</u>	<u>5,917,349</u>	<u>(1,895,978)</u>	<u>68%</u>
<b>Net Ordinary Income</b>	(681,660)	(3,060,180)	2,378,520	22%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18100 · Property Tax Revenue	114,854	109,050	5,804	105%
18200 · Interest Income	13,685	0	13,685	100%
18300 · Grants	150,454	353,634	(203,180)	43%
18600 · Gain/(Loss) on Sale of Assets	1,074			
18700 · Property & Dredge Sales	11,427	40,000	(28,573)	29%
18800 · Miscellaneous - Non-operating	8,078	0	8,078	100%
<b>Total Other Income</b>	<u>299,572</u>	<u>502,684</u>	<u>(203,112)</u>	<u>60%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	985,006	1,062,222	(77,216)	93%
19600 · Contingency	0	151,941	(151,941)	0%
19700 · Transfers Out to Other Funds	109,816	1,650,000	(1,540,184)	7%
19830 · GAAP - D/S Principal Pmts	(343,059)	(343,059)	0	100%
19860 · GAAP - Capitalized Expenses	(739,015)	(739,015)	0	100%
19890 · Overhead Allocation	(1,776)	(1,776)	0	100%
<b>Total Other Expense</b>	<u>10,973</u>	<u>1,780,313</u>	<u>(1,769,340)</u>	<u>1%</u>
<b>Net Other Income</b>	288,599	(1,277,629)	1,566,228	(23)%
<b>Net Income</b>	<u><u>(393,061)</u></u>	<u><u>(4,337,809)</u></u>	<u><u>3,944,748</u></u>	<u><u>9%</u></u>

**Port of Newport - General Operating Fund**  
**Administration - Budget vs. Actual**  
 July 2020 through February 2021

	Jul '20 - Feb 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14600 · Miscellaneous Revenue	17,981	0	17,981	100%
<b>Total Income</b>	17,981	0	17,981	100%
<b>Gross Profit</b>	17,981	0	17,981	100%
<b>Expense</b>				
15000 · Personnel Services	512,398	559,379	(46,982)	92%
16000 · Materials & Services	362,193	481,945	(119,753)	75%
16990 · Depreciation Expense	3,376	3,376	0	100%
<b>Total Expense</b>	877,966	1,044,701	(166,734)	84%
<b>Net Ordinary Income</b>	(859,986)	(1,044,701)	184,715	82%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18100 · Property Tax Revenue	114,854	109,050	5,804	105%
18200 · Interest Income	13,685	0	13,685	100%
18800 · Miscellaneous - Non-operating	7,394			
<b>Total Other Income</b>	135,933	109,050	26,883	125%
<b>Other Expense</b>				
19000 · Capital Outlay	84,711	175,000	(90,289)	48%
19860 · GAAP - Capitalized Expenses	(81,862)	(81,862)	(0)	100%
19890 · Overhead Allocation	(726,901)	(726,901)	(0)	100%
<b>Total Other Expense</b>	(724,052)	(633,763)	(90,289)	114%
<b>Net Other Income</b>	859,986	742,813	117,173	116%
<b>Net Income</b>	<b>0</b>	<b>(301,888)</b>	<b>301,888</b>	<b>0%</b>

**Port of Newport**  
**International Terminal - Budget vs. Actual**  
 July 2020 through February 2021

	<u>Jul '20 - Feb 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	92,139	114,667	(22,528)	80%
14100 · Moorage	128,630	110,879	17,751	116%
14200 · Hoist Dock & Services	312,742	302,399	10,343	103%
14300 · Shipping Terminal Revenues	0	14,312	(14,312)	0%
14600 · Miscellaneous Revenue	8,614	0	8,614	100%
<b>Total Income</b>	<u>542,124</u>	<u>542,257</u>	<u>(133)</u>	<u>100%</u>
<b>Gross Profit</b>	542,124	542,257	(133)	100%
<b>Expense</b>				
15000 · Personnel Services	127,547	126,964	583	100%
16000 · Materials & Services	179,269	138,245	41,024	130%
16990 · Depreciation Expense	847,088	847,088	0	100%
17000 · Debt Service	200,443	488,374	(287,931)	41%
<b>Total Expense</b>	<u>1,354,347</u>	<u>1,600,671</u>	<u>(246,324)</u>	<u>85%</u>
<b>Net Ordinary Income</b>	(812,223)	(1,058,414)	246,191	77%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18300 · Grants	2,500	22,500	(20,000)	11%
18700 · Property & Dredge Sales	10,914	0	10,914	100%
<b>Total Other Income</b>	<u>13,414</u>	<u>22,500</u>	<u>(9,086)</u>	<u>60%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	6,818	285,000	(278,182)	2%
19600 · Contingency	0	0	0	0%
19700 · Transfers Out to Other Funds	0	50,000	(50,000)	0%
19830 · GAAP - D/S Principal Pmts	(162,864)	(162,864)	0	100%
19860 · GAAP - Capitalized Expenses	(6,818)	(6,818)	0	100%
19890 · Overhead Allocation	20,614	20,614	0	100%
<b>Total Other Expense</b>	<u>(142,250)</u>	<u>185,932</u>	<u>(328,182)</u>	<u>(77)%</u>
<b>Net Other Income</b>	<u>155,663</u>	<u>(163,432)</u>	<u>319,095</u>	<u>(95)%</u>
<b>Net Income</b>	<u><b>(656,559)</b></u>	<u><b>(1,221,846)</b></u>	<u><b>565,287</b></u>	<u><b>54%</b></u>

**Port of Newport**  
**Commercial Marina - Budget vs. Actual**  
 July 2020 through February 2021

	<u>Jul '20 - Feb 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	115,092	124,000	(8,908)	93%
14100 · Moorage	459,717	389,628	70,088	118%
14200 · Hoist Dock & Services	313,768	270,469	43,299	116%
14600 · Miscellaneous Revenue	20,868	0	20,868	100%
14700 · Permit Revenues	(441)	0	(441)	100%
<b>Total Income</b>	<u>909,003</u>	<u>784,097</u>	<u>124,906</u>	<u>116%</u>
<b>Gross Profit</b>	909,003	784,097	124,906	116%
<b>Expense</b>				
15000 · Personnel Services	279,121	336,020	(56,899)	83%
16000 · Materials & Services	264,805	1,126,883	(862,078)	23%
16990 · Depreciation Expense	34,472	34,472	0	100%
17000 · Debt Service	5,276	32,915	(27,639)	16%
<b>Total Expense</b>	<u>583,674</u>	<u>1,530,290</u>	<u>(946,616)</u>	<u>38%</u>
<b>Net Ordinary Income</b>	325,328	(746,193)	1,071,521	(44)%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18300 · Grants	143,634	143,634	(0)	100%
18600 · Gain/(Loss) on Sale of Assets	(2,126)			
18800 · Miscellaneous - Non-operating	684			
<b>Total Other Income</b>	<u>142,192</u>	<u>143,634</u>	<u>(1,442)</u>	<u>99%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	386,848	325,222	61,626	119%
19600 · Contingency	0	151,941	(151,941)	0%
19700 · Transfers Out to Other Funds	109,816	1,500,000	(1,390,184)	7%
19830 · GAAP - D/S Principal Pmts	(4,828)	(4,828)	0	100%
19860 · GAAP - Capitalized Expenses	(386,848)	(386,848)	0	100%
19890 · Overhead Allocation	321,390	321,390	0	100%
<b>Total Other Expense</b>	<u>426,378</u>	<u>1,906,877</u>	<u>(1,480,499)</u>	<u>22%</u>
<b>Net Other Income</b>	<u>(284,186)</u>	<u>(1,763,243)</u>	<u>1,479,057</u>	<u>16%</u>
<b>Net Income</b>	<u><b>41,142</b></u>	<u><b>(2,509,436)</b></u>	<u><b>2,550,578</b></u>	<u><b>(2)%</b></u>

**Port of Newport**  
**South Beach - Budget vs. Actual**  
 July 2020 through February 2021

	<u>Jul '20 - Feb 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	295,243	303,333	(8,090)	97%
14100 · Moorage	605,872	395,680	210,192	153%
14200 · Hoist Dock & Services	8,486	23,333	(14,847)	36%
14400 · RV Parks	835,731	719,953	115,778	116%
14500 · Launch Ramp & Trailer Storage	65,633	45,185	20,447	145%
14600 · Miscellaneous Revenue	59,518	43,330	16,187	137%
14700 · Permit Revenues	120			
<b>Total Income</b>	<u>1,870,603</u>	<u>1,530,815</u>	<u>339,788</u>	<u>122%</u>
<b>Gross Profit</b>	1,870,603	1,530,815	339,788	122%
<b>Expense</b>				
15000 · Personnel Services	354,151	428,210	(74,059)	83%
16000 · Materials & Services	429,488	855,033	(425,546)	50%
16990 · Depreciation Expense	217,330	217,330	0	100%
17000 · Debt Service	204,415	241,114	(36,699)	85%
<b>Total Expense</b>	<u>1,205,383</u>	<u>1,741,687</u>	<u>(536,304)</u>	<u>69%</u>
<b>Net Ordinary Income</b>	665,220	(210,872)	876,092	(315)%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18300 · Grants	4,320	187,500	(183,180)	2%
18600 · Gain/(Loss) on Sale of Assets	3,200	0	3,200	100%
18700 · Property & Dredge Sales	513	40,000	(39,487)	1%
18800 · Miscellaneous - Non-operating	0	0	0	0%
18900 · Transfers In from Other Funds	0	0	0	0%
<b>Total Other Income</b>	<u>8,033</u>	<u>227,500</u>	<u>(219,467)</u>	<u>4%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	506,629	277,000	229,629	183%
19600 · Contingency	0	0	0	0%
19700 · Transfers Out to Other Funds	0	100,000	(100,000)	0%
19830 · GAAP - D/S Principal Pmts	(175,367)	(175,367)	0	100%
19860 · GAAP - Capitalized Expenses	(263,487)	(263,487)	0	100%
19890 · Overhead Allocation	383,121	383,121	0	100%
<b>Total Other Expense</b>	<u>450,897</u>	<u>321,267</u>	<u>129,630</u>	<u>140%</u>
<b>Net Other Income</b>	<u>(442,863)</u>	<u>(93,767)</u>	<u>(349,096)</u>	<u>472%</u>
<b>Net Income</b>	<u><u>222,357</u></u>	<u><u>(304,639)</u></u>	<u><u>526,995</u></u>	<u><u>(73)%</u></u>

# NOAA Lease Revenue Fund

## Balance Sheet

As of February 28, 2021

	Feb 28, 21	Feb 29, 20	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
11015 · NLRF Checking - FIB 1115	417,204	0	417,204	100%
11025 · NLRF MM Savings - FIB 9604	1,000,042	0	1,000,042	100%
11035 · NLRF - LGIP 6263	2,013,760	0	2,013,760	100%
11080 · NLRF Checking - OCB 7827	0	455,470	(455,470)	(100)%
11085 · NOAA Money Market - Umpqua	0	1,798,911	(1,798,911)	(100)%
11087 · NOAA Capital Reserve - OCB	0	519,643	(519,643)	(100)%
11091 · NOAA Revenue Bond Reserve - ...	0	2,578,107	(2,578,107)	(100)%
11092 · Assignment of Deposit - OCB	63,561	62,660	901	1%
Total Checking/Savings	3,494,566	5,414,790	(1,920,224)	(36)%
Accounts Receivable				
11200 · Accounts Receivable	173	0	173	100%
Total Accounts Receivable	173	0	173	100%
Other Current Assets				
11300 · Prepaid Expenses	149,754	82,901	66,853	81%
11480 · PERS - NPA(L)	(42,919)	(42,919)	0	0%
11485 · PERS - Deferred OF	17,086	17,086	0	0%
Total Other Current Assets	123,921	57,068	66,853	117%
Total Current Assets	3,618,660	5,471,857	(1,853,198)	(34)%
Fixed Assets				
11500 · Capital Assets	23,101,687	24,545,324	(1,443,637)	(6)%
Total Fixed Assets	23,101,687	24,545,324	(1,443,637)	(6)%
Other Assets				
11825 · Advance Refunding Valuation	962,415	0	962,415	100%
Total Other Assets	962,415	0	962,415	100%
<b>TOTAL ASSETS</b>	<b>27,682,762</b>	<b>30,017,181</b>	<b>(2,334,419)</b>	<b>(8)%</b>
<b>LIABILITIES &amp; EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
12000 · Accounts Payable	29,510	443	29,067	6,562%
Total Accounts Payable	29,510	443	29,067	6,562%
Other Current Liabilities				
12100 · Payroll Liabilities	11,400	7,863	3,537	45%
12200 · Due to Other Funds	7,517	14,793	(7,276)	(49)%
12300 · Accrued Interest Payable	201,373	429,587	(228,214)	(53)%
12350 · Current Portion-Long Term Debt	1,290,000	995,000	295,000	30%
Total Other Current Liabilities	1,510,290	1,447,243	63,047	4%
Total Current Liabilities	1,539,800	1,447,686	92,114	6%
Long Term Liabilities				
12400 · Long Term Debt	16,686,861	17,014,446	(327,585)	(2)%
12800 · Less Current Portion-LT Debt	(1,290,000)	(995,000)	(295,000)	(30)%
12900 · PERS - Deferred IF	7,771	7,771	0	0%
Total Long Term Liabilities	15,404,632	16,027,217	(622,585)	(4)%
Total Liabilities	16,944,432	17,474,903	(530,471)	(3)%

# NOAA Lease Revenue Fund

## Balance Sheet

As of February 28, 2021

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	<u>Feb 28, 21</u>	<u>Feb 29, 20</u>	<u>\$ Change</u>	<u>% Change</u>
Equity				
13000 · NLRF - Restricted FB-Bond Res.	1,761,721	1,761,721	0	0%
13010 · NLRF - Unassigned FB	11,250,823	(16,079,626)	27,330,449	170%
13075 · NLRF - Prior Period Adj	0	(9,776)	9,776	100%
13220 · NLRF - Bond Costs (65)	0	(349,289)	349,289	100%
13300 · NLRF - Equity Transfers	0	25,585,916	(25,585,916)	(100)%
32000 · Unrestricted Net Assets	0	1,741,983	(1,741,983)	(100)%
Net Income	(2,274,214)	(108,650)	(2,165,564)	(1,993)%
Total Equity	<u>10,738,330</u>	<u>12,542,278</u>	<u>(1,803,948)</u>	<u>(14)%</u>
TOTAL LIABILITIES & EQUITY	<u>27,682,762</u>	<u>30,017,181</u>	<u>(2,334,419)</u>	<u>(8)%</u>

## Port of Newport - NOAA Lease Revenue Fund

### Budget vs. Actual

July 2020 through February 2021

	<u>Jul '20 - Feb 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>14000 · Lease Revenues</b>	1,719,967	1,730,600	(10,633)	99%
<b>14605 · Miscellaneous - Operating</b>	2,061	0	2,061	100%
<b>Total Income</b>	<u>1,722,028</u>	<u>1,730,600</u>	<u>(8,572)</u>	<u>100%</u>
<b>Expense</b>				
<b>15000 · Personnel Services</b>	70,555	103,384	(32,829)	68%
<b>16000 · Materials &amp; Services</b>	212,365	281,983	(69,619)	75%
<b>16990 · Depreciation Expense</b>	1,044,760	1,044,760	0	100%
<b>17000 · Debt Service</b>	1,759,380	1,760,089	(709)	100%
<b>Total Expense</b>	<u>3,087,060</u>	<u>3,190,216</u>	<u>(103,156)</u>	<u>97%</u>
<b>Net Ordinary Income</b>	<u>(1,365,032)</u>	<u>(1,459,616)</u>	<u>94,585</u>	<u>94%</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>18200 · Interest Income</b>	12,018	66,667	(54,649)	18%
<b>18300 · Grants</b>	0	0	0	0%
<b>18800 · Miscellaneous - Non-operating</b>	21			
<b>18900 · Transfers In from Other Funds</b>	0	334,500	(334,500)	0%
<b>Total Other Income</b>	<u>12,039</u>	<u>401,167</u>	<u>(389,128)</u>	<u>3%</u>
<b>Other Expense</b>				
<b>19000 · Capital Outlay</b>	36,956	334,500	(297,544)	11%
<b>19600 · Contingency</b>	0	100,000	(100,000)	0%
<b>19700 · Transfers Out</b>	2,209,445	3,080,411	(870,966)	72%
<b>19830 · GAAP - D/S Principal Pmts</b>	(1,290,000)	(1,290,000)	0	100%
<b>19860 · GAAP - Capitalized Expenses</b>	(36,956)	(36,956)	0	100%
<b>19890 · Admin Overhead Allocation</b>	1,776	1,776	(0)	100%
<b>Total Other Expense</b>	<u>921,221</u>	<u>2,189,731</u>	<u>(1,268,510)</u>	<u>42%</u>
<b>Net Other Income</b>	<u>(909,182)</u>	<u>(1,788,564)</u>	<u>879,382</u>	<u>51%</u>
<b>Net Income</b>	<u><b>(2,274,214)</b></u>	<u><b>(3,248,181)</b></u>	<u><b>973,967</b></u>	<u><b>70%</b></u>



**Port of Newport - NOAA Capital Maintenance Fund**

**Balance Sheet - NCMF**

As of February 28, 2021

	<u>Feb 28, 21</u>	<u>Feb 29, 20</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
11035 · NCMF - LGIP 6263	2,222,347	0	2,222,347	100%
<b>Total Checking/Savings</b>	<u>2,222,347</u>	<u>0</u>	<u>2,222,347</u>	<u>100%</u>
<b>Total Current Assets</b>	<u>2,222,347</u>	<u>0</u>	<u>2,222,347</u>	<u>100%</u>
<b>TOTAL ASSETS</b>	<u><b>2,222,347</b></u>	<u><b>0</b></u>	<u><b>2,222,347</b></u>	<u><b>100%</b></u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Equity</b>				
Net Income	2,222,347	0	2,222,347	100%
<b>Total Equity</b>	<u>2,222,347</u>	<u>0</u>	<u>2,222,347</u>	<u>100%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>2,222,347</b></u>	<u><b>0</b></u>	<u><b>2,222,347</b></u>	<u><b>100%</b></u>

**NOAA Capital Maintenance Fund**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through February 2021**

	<u>Jul '20 - Feb 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Interest Income	12,902	0	12,902	100%
18900 · Transfers In from Other Funds	2,209,445	191,966	2,017,479	1,151%
<b>Total Other Income</b>	<u>2,222,347</u>	<u>191,966</u>	<u>2,030,381</u>	<u>1,158%</u>
<b>Other Expense</b>				
19600 · Contingency	0	150,000	(150,000)	0%
19700 · Transfers Out	0	1,334,500	(1,334,500)	0%
<b>Total Other Expense</b>	<u>0</u>	<u>1,484,500</u>	<u>(1,484,500)</u>	<u>0%</u>
<b>Net Other Income</b>	<u>2,222,347</u>	<u>(1,292,534)</u>	<u>3,514,881</u>	<u>(172)%</u>
<b>Net Income</b>	<u><u>2,222,347</u></u>	<u><u>(1,292,534)</u></u>	<u><u>3,514,881</u></u>	<u><u>(172)%</u></u>

# Port of Newport - Bonded Debt Fund

## Balance Sheet

As of February 28, 2021

	<u>Feb 28, 21</u>	<u>Feb 29, 20</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
Checking/Savings			
400 · Bonded Debt Fund	114,712	168,540	(53,828)
<b>Total Checking/Savings</b>	<u>114,712</u>	<u>168,540</u>	<u>(53,828)</u>
<b>Other Current Assets</b>			
11270 · Property Tax Receivable	66,109	86,925	(20,817)
<b>Total Other Current Assets</b>	<u>66,109</u>	<u>86,925</u>	<u>(20,817)</u>
<b>Total Current Assets</b>	<u>180,821</u>	<u>255,465</u>	<u>(74,644)</u>
<b>Other Assets</b>			
11800 · Bond Issue costs, net of amort.	153,930	2,916	151,014
11825 · Advance Refunding Valuation	661,702	416,150	245,552
<b>Total Other Assets</b>	<u>815,632</u>	<u>419,066</u>	<u>396,566</u>
<b>TOTAL ASSETS</b>	<u><b>996,452</b></u>	<u><b>674,531</b></u>	<u><b>321,921</b></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Other Current Liabilities			
12350 · Bonds Payable - Current	335,000	350,000	(15,000)
<b>Total Other Current Liabilities</b>	<u>335,000</u>	<u>350,000</u>	<u>(15,000)</u>
<b>Total Current Liabilities</b>	<u>335,000</u>	<u>350,000</u>	<u>(15,000)</u>
<b>Long Term Liabilities</b>			
12515 · 2011 Series Bonds	(70,000)	4,948,669	(5,018,669)
12520 · 2016 Series Bonds	6,478,195	7,043,195	(565,000)
12525 · 2019 Series Bonds	5,160,000	0	5,160,000
12590 · Bond Premiums	704,598	796,865	(92,267)
12800 · Less Current Portion LTD	(335,000)	(350,000)	15,000
12920 · Deferred IF - Refund Valuation	0	20,808	(20,808)
<b>Total Long Term Liabilities</b>	<u>11,937,793</u>	<u>12,459,537</u>	<u>(521,744)</u>
<b>Total Liabilities</b>	<u>12,272,793</u>	<u>12,809,537</u>	<u>(536,744)</u>
<b>Equity</b>			
13000 · BDF - Restricted FB	(12,052,349)	(12,290,511)	238,162
13220 · BDF - Bond Costs (65)	153,930	6,014	147,916
13999 · Retained Earnings	74,324	0	74,324
Net Income	547,755	149,490	398,264
<b>Total Equity</b>	<u>(11,276,341)</u>	<u>(12,135,006)</u>	<u>858,665</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>996,452</b></u>	<u><b>674,531</b></u>	<u><b>321,921</b></u>

## Port of Newport - Bonded Debt Fund

### Profit & Loss Budget vs. Actual

July 2020 through February 2021

	Jul '20 - Feb 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
18106 · Bond Levy Proceeds	764,301	811,000	(46,699)	94%
<b>Total Income</b>	764,301	811,000	(46,699)	94%
<b>Gross Profit</b>	764,301	811,000	(46,699)	94%
<b>Expense</b>				
17000 · Debt Service	621,570	765,541	(143,971)	81%
<b>Total Expense</b>	621,570	765,541	(143,971)	81%
<b>Net Ordinary Income</b>	142,731	45,459	97,272	314%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Bank Interest Income	23	2,333	(2,310)	1%
<b>Total Other Income</b>	23	2,333	(2,310)	1%
<b>Other Expense</b>				
19830 · GAAP - D/S Principal Pmts	(405,000)	(405,000)	0	100%
<b>Total Other Expense</b>	(405,000)	(405,000)	0	100%
<b>Net Other Income</b>	405,023	407,333	(2,310)	99%
<b>Net Income</b>	<b>547,755</b>	<b>452,792</b>	<b>94,962</b>	<b>121%</b>

## Port of Newport - Construction Fund

### Balance Sheet

As of February 28, 2021

	Feb 28, 21	Feb 29, 20	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
300 · Construction Fund	13,071	14,393	(1,323)
<b>Total Checking/Savings</b>	13,071	14,393	(1,323)
<b>Total Current Assets</b>	13,071	14,393	(1,323)
<b>TOTAL ASSETS</b>	<b>13,071</b>	<b>14,393</b>	<b>(1,323)</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Equity</b>			
13010 · CF - Unassigned FB	13,070	30,337	(17,267)
Net Income	1	(15,944)	15,944
<b>Total Equity</b>	13,071	14,393	(1,323)
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>13,071</b>	<b>14,393</b>	<b>(1,323)</b>

**Port of Newport - Construction Fund**

**Profit & Loss Budget vs. Actual**

July 2020 through February 2021

	<u>Jul '20 - Feb 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Interest Income	1	0	1	100%
<b>Total Other Income</b>	<u>1</u>	<u>0</u>	<u>1</u>	<u>100%</u>
<b>Other Expense</b>				
19700 · Transfers Out to Other Funds				
19702 · Transfers Out to General Fund	0	30,452	(30,452)	0%
<b>Total 19700 · Transfers Out to Other Funds</b>	<u>0</u>	<u>30,452</u>	<u>(30,452)</u>	<u>0%</u>
<b>Total Other Expense</b>	<u>0</u>	<u>30,452</u>	<u>(30,452)</u>	<u>0%</u>
<b>Net Other Income</b>	<u>1</u>	<u>(30,452)</u>	<u>30,453</u>	<u>(0)%</u>
<b>Net Income</b>	<u><u>1</u></u>	<u><u>(30,452)</u></u>	<u><u>30,453</u></u>	<u><u>(0)%</u></u>

**Port of Newport - Facility Maintenance Reserve Fund**

**Balance Sheet**

As of February 28, 2021

	<u>Feb 28, 21</u>	<u>Feb 29, 20</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
200 · Facility Maintenance Rsrv Fund	372,567	260,890	111,677
<b>Total Checking/Savings</b>	<u>372,567</u>	<u>260,890</u>	<u>111,677</u>
<b>Total Current Assets</b>	<u>372,567</u>	<u>260,890</u>	<u>111,677</u>
<b>TOTAL ASSETS</b>	<u><b>372,567</b></u>	<u><b>260,890</b></u>	<u><b>111,677</b></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Equity</b>			
13005 · FMRF - Asgned-Future Exp.	186,816	215,000	(28,184)
13006 · FMRF - Asgned-CM Elec. Upgrades	138,000	0	138,000
13010 · FMRF - Unassigned FB	(63,182)	(67,820)	4,637
<b>Net Income</b>	<u>110,933</u>	<u>113,710</u>	<u>(2,776)</u>
<b>Total Equity</b>	<u>372,567</u>	<u>260,890</u>	<u>111,677</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>372,567</b></u>	<u><b>260,890</b></u>	<u><b>111,677</b></u>

**Port of Newport - Facility Maintenance Reserve Fund**

**Profit & Loss Budget vs. Actual**

July 2020 through February 2021

	<u>Jul '20 - Feb 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Interest Income	1,117	1,000	117	112%
18900 · Transfers In				
18902 · Transfers In from General Fund	109,816			
18900 · Transfers In - Other	<u>0</u>	<u>1,100,000</u>	<u>(1,100,000)</u>	<u>0%</u>
<b>Total 18900 · Transfers In</b>	<u>109,816</u>	<u>1,100,000</u>	<u>(990,184)</u>	<u>10%</u>
<b>Total Other Income</b>	<u>110,933</u>	<u>1,101,000</u>	<u>(990,067)</u>	<u>10%</u>
<b>Other Expense</b>				
19600 · Contingency	0	130,120	(130,120)	0%
19700 · Transfers Out				
19702 · Transfers Out to General Fund	<u>0</u>	<u>300,000</u>	<u>(300,000)</u>	<u>0%</u>
<b>Total 19700 · Transfers Out</b>	<u>0</u>	<u>300,000</u>	<u>(300,000)</u>	<u>0%</u>
<b>Total Other Expense</b>	<u>0</u>	<u>430,120</u>	<u>(430,120)</u>	<u>0%</u>
<b>Net Other Income</b>	<u>110,933</u>	<u>670,880</u>	<u>(559,947)</u>	<u>17%</u>
<b>Net Income</b>	<u><u>110,933</u></u>	<u><u>670,880</u></u>	<u><u>(559,947)</u></u>	<u><u>17%</u></u>



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

Date	Num	Name	Memo	Class	Paid Amount
<b>02/05/2021</b>	<b>45901</b>	<b>Abbey Floor &amp; More ONP Inc</b>	<b>PO710180: Remaining due for marina office flo...</b>		
01/23/2021	3510		PO710180: Remaining due for marina office flooring	01-General Operating Fund:700-South Beach:760-SB Operations	-2,321.65
TOTAL					-2,321.65
<b>02/05/2021</b>	<b>45902</b>	<b>Alsco Inc</b>			
01/26/2021	LPOR2615373		SB mats	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-72.06
01/27/2021	LPOR2615890		Shop towels, shirt, and mats	01-General Operating Fund:100- Administration	-34.75
TOTAL					-106.81
<b>02/05/2021</b>	<b>45903</b>	<b>Amazon Capital Services Inc</b>	<b>PO10081: Earbuds with mic, ext cable, and offi...</b>		
01/18/2021	1NM1-9G9T-G373		PO10081: Earbuds with mic and ext cable	01-General Operating Fund:100- Administration	-23.84
			PO10081: Office supplies - pens and rubber bands	01-General Operating Fund:100- Administration	-16.73
TOTAL					-40.57
<b>02/05/2021</b>	<b>45904</b>	<b>Barrelhead Supply Inc</b>			
01/25/2021	299640		PO710194: Shop vac filter	01-General Operating Fund:700-South Beach:760-SB Operations	-31.98
01/29/2021	299871		PO710197: Metal repair tape and dryer vent hose ...	01-General Operating Fund:700-South Beach:760-SB Operations	-47.55
TOTAL					-79.53
<b>02/05/2021</b>	<b>45905</b>	<b>Carrot-Top Industries, Inc.</b>	<b>US and Oregon Flags</b>		
12/03/2020	48434300		US and Oregon Flags	01-General Operating Fund:300-Commercial Marina	-315.00
TOTAL					-315.00
<b>02/05/2021</b>	<b>45906</b>	<b>Coastal Paper &amp; Supply Inc</b>	<b>PO710186: Paper products and cleaning suppli...</b>		
01/26/2021	586599		PO710186: Paper products and cleaning supplies ...	01-General Operating Fund:700-South Beach:760-SB Operations	-475.46
TOTAL					-475.46
<b>02/05/2021</b>	<b>45907</b>	<b>CoastCom By Wave</b>	<b>Internet - January 2021</b>		
02/01/2021	121313501-000...		Internet - January 2021	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-1,008.08
			Internet - January 2021	01-General Operating Fund:100- Administration	-500.00
TOTAL					-1,508.08

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

Date	Num	Name	Memo	Class	Paid Amount
<b>02/05/2021</b>	<b>45908</b>	<b>Copeland Lumber Yards Inc</b>	<b>PO30194: Gloves, ground cord plugs, and plug...</b>		
02/02/2021	2102-004638		PO30194: Gloves	01-General Operating Fund:300-Commercial Marina	-62.30
			PO30194: Ground cord plugs and plug HD grounds	01-General Operating Fund:300-Commercial Marina	-29.93
TOTAL					-92.23
<b>02/05/2021</b>	<b>45909</b>	<b>Design Space Modular Buildings ...</b>	<b>Customs office lease</b>		
01/15/2021	1172210-IN		Customs office lease	01-General Operating Fund:100- Administration	-217.00
TOTAL					-217.00
<b>02/05/2021</b>	<b>45910</b>	<b>EARTH20</b>	<b>10 bottles of water package</b>		
02/01/2021	354436		10 bottles of water package - 9	01-General Operating Fund:300-Commercial Marina	-53.46
			10 bottles of water package - 1	01-General Operating Fund:100- Administration	-5.94
TOTAL					-59.40
<b>02/05/2021</b>	<b>45911</b>	<b>Ecolube Recovery LLC</b>	<b>PO30187: Used oil recovery</b>		
01/28/2021	9311012821		PO30187: Used oil recovery	01-General Operating Fund:300-Commercial Marina	-284.20
TOTAL					-284.20
<b>02/05/2021</b>	<b>45912</b>	<b>Englund Marine Supply Co Inc</b>	<b>PO50082: Polar Penguin gloves</b>		
01/22/2021	976057/6		PO50082: Polar Penguin gloves	01-General Operating Fund:500-International Terminal	-13.14
TOTAL					-13.14
<b>02/05/2021</b>	<b>45913</b>	<b>FIB MasterCard AB</b>			
01/22/2021	Zoom.us		11/22/2020 - Online meeting software	01-General Operating Fund:100- Administration	-29.98
01/22/2021	Late Fee		11/27/2020 - Late fee	01-General Operating Fund:100- Administration	-10.00
01/22/2021	Zoom.us		12/22/2020 - Online meeting software	01-General Operating Fund:100- Administration	-29.98
01/22/2021	Troy Built		01/07/2021 - PO710177: Blade adapter and bell s...	01-General Operating Fund:700-South Beach:760-SB Operations	-81.04
01/22/2021	TEMASYS		01/14/2021 - New motor for #3 crane	01-General Operating Fund:300-Commercial Marina	-1,083.50
01/22/2021	Finance Charge		01/22/2021 - Finance charge	01-General Operating Fund:100- Administration	-4.50
TOTAL					-1,239.00

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

Date	Num	Name	Memo	Class	Paid Amount
<b>02/05/2021</b>	<b>45914</b>	<b>FIB MasterCard KH</b>			
01/22/2021	Walmart		12/02/2020 - HDMI to USB-C cables	01-General Operating Fund:100- Administration	-89.64
01/22/2021	Newport News-T...		12/02/2020 - Annual subscription renewal	01-General Operating Fund:100- Administration	-75.00
01/22/2021	Amazon		12/05/2020 - Webcam and headphones	01-General Operating Fund:100- Administration	-54.37
01/22/2021	Amazon		12/08/2020 - HDMI to USB-C cables	01-General Operating Fund:100- Administration	-67.28
01/22/2021	JC Market		12/10/2020 - Retirement cards for Fred H	01-General Operating Fund:100- Administration	-1.98
01/22/2021	Abby's Pizza		12/11/2020 - Retirement lunch for Fred H	01-General Operating Fund:100- Administration	-142.72
01/22/2021	NAGARA		01/04/2021 - Winter online forum for Microsoft 365	01-General Operating Fund:100- Administration	-49.00
01/22/2021	Finance Charge		01/22/2021 - Finance charge	01-General Operating Fund:100- Administration	-5.44
TOTAL					-485.43
<b>02/05/2021</b>	<b>45915</b>	<b>FIB MasterCard MB</b>			
01/22/2021	Premier Learning		12/01/2020 - 1099 training - B Bishop and M Harris	01-General Operating Fund:100- Administration	-199.00
01/22/2021	GFAO		12/01/2020 - Annual dues - M Harris	01-General Operating Fund:100- Administration	-160.00
01/22/2021	OED		12/01/2020 - Annual dues	01-General Operating Fund:100- Administration	-250.00
01/22/2021	Paypal		11/30/2020 - Credit card fees	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-111.80
01/22/2021	Auto Doctors		12/08/2020 - Starter for Ranger	01-General Operating Fund:700-South Beach:760-SB Operations	-461.17
01/22/2021	Intuit		12/10/2020 - QB hosting	01-General Operating Fund:100- Administration	-280.45
01/22/2021	OR Sec. of State		12/23/2020 - Municipal audit payment	01-General Operating Fund:100- Administration	-300.00
01/22/2021	Paypal		01/04/2021 - Credit card fees	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-74.30
01/22/2021	Columbia Books		01/06/2021 - Federal Grants Management book	01-General Operating Fund:100- Administration	-306.99
01/22/2021	Intuit		01/10/2021 - QB hosting	01-General Operating Fund:100- Administration	-280.45
01/22/2021	City of Newport		01/14/2021 - Land use compatibility signoff	01-General Operating Fund:300-Commercial Marina	-59.00
01/22/2021	Finance Charge		01/22/2021 - Finance charge	01-General Operating Fund:100- Administration	-24.53
TOTAL					-2,507.69
<b>02/05/2021</b>	<b>45916</b>	<b>FIB MasterCard PM</b>			
01/22/2021	Fred Meyer		12/14/2020 - Gift card for RV Host	01-General Operating Fund:100- Administration	-77.74
01/22/2021	Finance Charge		01/22/2021 - Finance charge	01-General Operating Fund:100- Administration	-1.50
TOTAL					-79.24
<b>02/05/2021</b>	<b>45917</b>	<b>G &amp; K Floors</b>	<b>Janitorial services - Port office and SB</b>		
02/01/2021	020121		Janitorial services - SB	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-1,880.00
			Janitorial services - Port office	01-General Operating Fund:100- Administration	-200.00
TOTAL					-2,080.00
<b>02/05/2021</b>	<b>45918</b>	<b>Hyak</b>			
01/20/2021	24544		Remaining 50% implementation fee	01-General Operating Fund:100- Administration	-5,068.00
01/25/2021	24622		Security system upgrade - UniFi Protect NVR 4-Bay	01-General Operating Fund:300-Commercial Marina	-2,149.99
02/01/2021	24759		IT services - MS 365, web filtering, desktop suppor...	01-General Operating Fund:100- Administration	-4,625.00
02/02/2021	24818		CP960 with mics and MP56 yealink	01-General Operating Fund:100- Administration	-2,849.00
TOTAL					-14,691.99

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

Date	Num	Name	Memo	Class	Paid Amount
<b>02/05/2021</b>	<b>45919</b>	<b>NW Natural</b>			
01/20/2021	1584562-1 1-21		SB gas	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-332.64
			Late fee	01-General Operating Fund:100- Administration	-5.51
01/20/2021	1584561-3 1-21		SB gas - shop	01-General Operating Fund:700-South Beach:760-SB Operations	-227.95
			Late fee	01-General Operating Fund:100- Administration	-3.77
TOTAL					-569.87
<b>02/05/2021</b>	<b>45920</b>	<b>Oregon Department of State Lands</b>			
12/08/2020	23333		Annual DSL waterway lease fee APP0045751 - 11/0...	01-General Operating Fund:500-International Terminal	-25,480.16
12/08/2020	23332		Commercial 3% Gross Sales - APP0045751 - 11/0...	01-General Operating Fund:500-International Terminal	-20,715.66
TOTAL					-46,195.82
<b>02/05/2021</b>	<b>45921</b>	<b>Orkin</b>	<b>February pest control</b>		
01/26/2021	208554177		February pest control	01-General Operating Fund:100- Administration	-45.00
TOTAL					-45.00
<b>02/05/2021</b>	<b>45922</b>	<b>PacificSource Administrators Inc</b>	<b>2/5/2021 HRE Insurance Withholding</b>		
02/05/2021	12247		2/5/2021 HRE Insurance Withholding	01-General Operating Fund:100- Administration	-160.84
			2/5/2021 HRE Insurance Withholding	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-50.00
TOTAL					-210.84
<b>02/05/2021</b>	<b>45923</b>	<b>Petty Cash</b>			
01/29/2021	Petty Cash CM		Fred Meyer -power strip w/surge protection	01-General Operating Fund:500-International Terminal	-15.99
			Smart Foodservice - gloves for office cleaning	01-General Operating Fund:100- Administration	-26.18
			Fred Meyer- office candy	01-General Operating Fund:100- Administration	-28.47
			Postage for DEQ reporting docs	01-General Operating Fund:500-International Terminal	-1.60
			cash short	01-General Operating Fund:100- Administration	-55.94
02/01/2021	Petty Cash - SB		cash short	01-General Operating Fund:100- Administration	-1.50
			Fred Meyer- birthday cake for Andrew	01-General Operating Fund:700-South Beach:760-SB Operations	-24.98
			Barrelhead Supply - Rain Patch & snips	01-General Operating Fund:700-South Beach:760-SB Operations	-39.89
			Fred Meyer- Christmas decorations	01-General Operating Fund:700-South Beach:760-SB Operations	-7.68
			Barrelhead Supply - nuts and bolts for mower	01-General Operating Fund:700-South Beach:760-SB Operations	-6.81
			Fred Meyer- picture frame for office sign	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-14.99
			Refund for soda machine	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-1.75
			Newport Towne Pump - gas for boat	01-General Operating Fund:700-South Beach:760-SB Operations	-28.50
			Barrelhead Supply - floor scraper with extra blade	01-General Operating Fund:700-South Beach:760-SB Operations	-31.27
TOTAL					-285.55

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Date	Num	Name	Memo	Class	Paid Amount
<b>02/05/2021</b>	<b>45924</b>	<b>Pioneer Connect</b>			
02/01/2021	Shop 0221		SB shop phone - acct #BUS-115083	01-General Operating Fund:700-South Beach:760-SB Operations	-41.44
02/01/2021	Office 0221		SB office phone - acct #BUS-113823	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-231.56
TOTAL					-273.00
<b>02/05/2021</b>	<b>45925</b>	<b>Platt Electric Supply Inc</b>	<b>PO710161: LED pagoda lights</b>		
12/04/2020	1B45102	Platt Electric Supply Inc	PO710161: LED light		0.00
01/15/2021	1C12748		PO710161: LED pagoda lights	01-General Operating Fund:700-South Beach:760-SB Operations	-1,449.65
TOTAL					-1,449.65
<b>02/05/2021</b>	<b>45926</b>	<b>Rondys Inc dba Yaquina Industria...</b>	<b>Gear storage lease</b>		
02/04/2021	Lease 0221		Gear storage lease	01-General Operating Fund:500-International Terminal	-2,000.00
TOTAL					-2,000.00
<b>02/05/2021</b>	<b>45927</b>	<b>Streamline</b>	<b>Website monthly fee</b>		
02/01/2021	AC7C0FE6-0003		Website monthly fee	01-General Operating Fund:100- Administration	-450.00
TOTAL					-450.00
<b>02/05/2021</b>	<b>45928</b>	<b>T &amp; L Septic Tank Service</b>			
01/25/2021	151751		Chemical toilet - Bay Front - clean up vandalism	01-General Operating Fund:300-Commercial Marina	-100.00
01/25/2021	151665		Chemical toilet - Bay Front - clean up vandalism	01-General Operating Fund:300-Commercial Marina	-80.00
01/25/2021	151666		Chemical toilet rental - Bay Front	01-General Operating Fund:300-Commercial Marina	-260.00
01/25/2021	151667		Chemical toilet rental - Bay Front	01-General Operating Fund:300-Commercial Marina	-200.00
01/25/2021	151668		Chemical toilet rental - Marina Store	01-General Operating Fund:700-South Beach:760-SB Operations	-80.00
01/25/2021	151669		Chemical toilet rental - SB South Restroom	01-General Operating Fund:700-South Beach:760-SB Operations	-80.00
01/25/2021	151670		Chemical toilet rental - Marina & RV Park	01-General Operating Fund:700-South Beach:760-SB Operations	-80.00
01/25/2021	151671		Chemical toilet rental - NIT	01-General Operating Fund:500-International Terminal	-80.00
01/25/2021	151672		Chemical toilet rental - SB Dry Camp	01-General Operating Fund:700-South Beach:760-SB Operations	-80.00
TOTAL					-1,040.00
<b>02/05/2021</b>	<b>45929</b>	<b>TCB Security Services Inc.</b>	<b>Monthly security contract</b>		
02/01/2021	230864		Monthly security contract - SB Marina	01-General Operating Fund:700-South Beach:760-SB Operations	-2,116.35
			Monthly security contract - SB RV	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-2,116.35
			Monthly security contract - CM	01-General Operating Fund:300-Commercial Marina	-2,116.35
			Monthly security contract - NIT	01-General Operating Fund:500-International Terminal	-1,122.95
TOTAL					-7,472.00

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Date	Num	Name	Memo	Class	Paid Amount
<b>02/05/2021</b>	<b>45930</b>	<b>Thompson's Sanitary Service Inc</b>			
01/31/2021	12058 1-2021		Trash disposal - Int'l Terminal	01-General Operating Fund:500-International Terminal	-1,917.56
01/31/2021	13499 1-2021		Trash disposal - PD7	01-General Operating Fund:300-Commercial Marina	-2,072.19
01/31/2021	12514 1-2021		Trash disposal - SB	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-2,072.94
TOTAL					-6,062.69
<b>02/05/2021</b>	<b>45931</b>	<b>TWGW Inc NAPA Auto Parts</b>	<b>PO30186: Door lock rod clips</b>		
01/26/2021	854202		PO30186: Door lock rod clips	01-General Operating Fund:300-Commercial Marina	-4.29
TOTAL					-4.29
<b>02/05/2021</b>	<b>45932</b>	<b>Verizon Wireless</b>	<b>Port cell phones and MiFi</b>		
01/12/2021	9871114188		Monthly cell phone - Admin	01-General Operating Fund:100- Administration	-50.55
			Monthly cell phone - CM	01-General Operating Fund:300-Commercial Marina	-53.88
			Monthly cell phone - NIT	01-General Operating Fund:500-International Terminal	-74.06
			Monthly cell phone - SB	01-General Operating Fund:700-South Beach:760-SB Operations	-70.73
			Monthly MiFi - SB CS	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-10.20
			Monthly cell phone plan - Admin	01-General Operating Fund:100- Administration	-136.50
TOTAL					-395.92
<b>02/05/2021</b>	<b>45933</b>	<b>VMW Construction LLC</b>			
01/25/2021	001327		PO710166: Siding installation for south restroom	01-General Operating Fund:700-South Beach:760-SB Operations	-6,811.75
01/25/2021	001328		PO710192: Dead bolt and door knob for Marina St...	01-General Operating Fund:700-South Beach:760-SB Operations	-209.00
01/25/2021	001329		PO710148: Marina Store door replacement	01-General Operating Fund:700-South Beach:760-SB Operations	-2,308.98
TOTAL					-9,329.73
<b>02/05/2021</b>	<b>45934</b>	<b>Voya (State of Oregon Plan)</b>	<b>Monthly Employee Contributions</b>		
02/01/2021	February - 2021		Durkee, James (8024)	01-General Operating Fund:100- Administration	-50.00
TOTAL					-50.00
<b>02/17/2021</b>	<b>45935</b>	<b>Advanced American Construction...</b>	<b>PO30189: Perform temp shoring on Captain's R...</b>		
02/05/2021	8341		PO30189: Perform temp shoring on Captain's Ree...	01-General Operating Fund:300-Commercial Marina	-2,967.75
TOTAL					-2,967.75
<b>02/17/2021</b>	<b>45936</b>	<b>Airgas USA LLC</b>	<b>PO30198: Cut off wheels</b>		
02/03/2021	9109647753		PO30198: Cut off wheels	01-General Operating Fund:300-Commercial Marina	-26.96
TOTAL					-26.96

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Date	Num	Name	Memo	Class	Paid Amount
<b>02/17/2021</b>	<b>45937</b>	<b>Alsco Inc</b>			
01/28/2021	LPOR2616456		NIT towels	01-General Operating Fund:500-International Terminal	-32.95
02/03/2021	LPOR2618648		Shop towels, shirt, and mats	01-General Operating Fund:100- Administration	-34.75
02/09/2021	LPOR2620888		SB mats	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-72.06
02/10/2021	LPOR2621429		Shop towels, shirt, and mats	01-General Operating Fund:100- Administration	-34.75
02/11/2021	LPOR2622011		NIT towels	01-General Operating Fund:500-International Terminal	-32.95
TOTAL					-207.46
<b>02/17/2021</b>	<b>45938</b>	<b>Amazon Capital Services Inc</b>			
02/02/2021	1PGF-33VY-31P1		PO30166: Metering barrel assemblies for restrooms	01-General Operating Fund:300-Commercial Marina	-104.42
02/03/2021	1JPQ-W4LF-R4...		PO10086: VOIP headsets	01-General Operating Fund:100- Administration	-639.81
TOTAL					-744.23
<b>02/17/2021</b>	<b>45939</b>	<b>Barrelhead Supply Inc</b>	<b>PO710196: Supplies for office painting and floor</b>		
01/28/2021	299796		PO710196: Supplies for office painting and floor	01-General Operating Fund:700-South Beach:760-SB Operations	-101.36
TOTAL					-101.36
<b>02/17/2021</b>	<b>45940</b>	<b>Business Oregon - IFA</b>	<b>Debt service 655-41-01/11-13-576</b>		
02/01/2021	65541 3/21		Loan 655-41-01/11-13-576	01-General Operating Fund:500-International Terminal	-2,083.33
TOTAL					-2,083.33
<b>02/17/2021</b>	<b>45941</b>	<b>Century Link</b>			
02/05/2021	5412659651245...		Telephone-Monthly Charges Acct #541-265-9651 ...	01-General Operating Fund:500-International Terminal	-202.97
02/05/2021	5412657758840...		Telephone-Monthly Charges Acct #541-265-7758 ...	01-General Operating Fund:100- Administration	-224.46
TOTAL					-427.43
<b>02/17/2021</b>	<b>45942</b>	<b>CenturyLink - Business Service</b>	<b>Telephone</b>		
02/01/2021	200358521		Telephone	01-General Operating Fund:100- Administration	-25.61
TOTAL					-25.61
<b>02/17/2021</b>	<b>45943</b>	<b>Chemsearch</b>	<b>PO30188: Case of Gold Rush hand soap</b>		
01/29/2021	7250502		PO30188: Case of Gold Rush hand soap	01-General Operating Fund:300-Commercial Marina	-93.00
			PO30188: Freight	01-General Operating Fund:300-Commercial Marina	-37.51
TOTAL					-130.51

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Date	Num	Name	Memo	Class	Paid Amount
<b>02/17/2021</b>	<b>45944</b>	<b>City of Newport Room Tax</b>	<b>Transient room tax - January 2021</b>		
01/31/2021	Jan 2021 Room ...		Transient room tax - January 2021	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-2,083.11
TOTAL					-2,083.11
<b>02/17/2021</b>	<b>45945</b>	<b>Coastal Paper &amp; Supply Inc</b>			
01/26/2021	586591		PO710183: Paper products and cleaning supplies ...	01-General Operating Fund:700-South Beach:760-SB Operations	-165.49
			PO710183: Freight	01-General Operating Fund:700-South Beach:760-SB Operations	-4.00
01/26/2021	586590		PO710178: Utility brushes	01-General Operating Fund:700-South Beach:760-SB Operations	-54.32
02/02/2021	586882		PO710193: Paper products and cleaning supplies ...	01-General Operating Fund:700-South Beach:760-SB Operations	-1,410.21
			PO710193: Freight	01-General Operating Fund:700-South Beach:760-SB Operations	-4.00
02/09/2021	587150		PO710183: Cleaning supplies - Foam gun replace...	01-General Operating Fund:700-South Beach:760-SB Operations	-105.66
02/09/2021	587164		PO710199: Paper products and cleaning supplies ...	01-General Operating Fund:700-South Beach:760-SB Operations	-488.13
			PO710199: Freight	01-General Operating Fund:700-South Beach:760-SB Operations	-4.00
TOTAL					-2,235.81
<b>02/17/2021</b>	<b>45946</b>	<b>Copeland Lumber Yards Inc</b>			
02/05/2021	2102-006372		PO50085: Caulk and screws	01-General Operating Fund:500-International Terminal	-17.07
02/08/2021	2102-007542		PO30204: Plywood and screws to board up Captai...	01-General Operating Fund:300-Commercial Marina	-341.06
02/08/2021	2102-007948		PO30204: No Trespassing signs for Captain's Ree...	01-General Operating Fund:300-Commercial Marina	-6.78
TOTAL					-364.91
<b>02/17/2021</b>	<b>45947</b>	<b>Creative Landscape &amp; Maintenance</b>	<b>Landscape maintenance - 01/21</b>		
		Creative Landscape & Maintenance	Landscape maintenance - 01/21	01-General Operating Fund:100- Administration	11.70
02/08/2021	1145-978		Landscape maintenance - 01/21	01-General Operating Fund:100- Administration	-585.00
TOTAL					-573.30
<b>02/17/2021</b>	<b>45948</b>	<b>Edge Analytical Inc</b>	<b>Storm water testing</b>		
01/01/2021	20-45111		Storm water testing	01-General Operating Fund:500-International Terminal	-338.00
TOTAL					-338.00
<b>02/17/2021</b>	<b>45949</b>	<b>Harvey's Lock &amp; Key</b>			
01/22/2021	21661		PO50083: Emergency call to unlock truck and for ...	01-General Operating Fund:500-International Terminal	-177.85
02/03/2021	23026		PO30190: Door bolt occupancy indicator	01-General Operating Fund:300-Commercial Marina	-279.40
TOTAL					-457.25



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Date	Num	Name	Memo	Class	Paid Amount
<b>02/17/2021</b>	<b>45950</b>	<b>Hyak</b>	<b>PO710206: Install wireless access point at Mari...</b>		
02/11/2021	24933-fd-7629		PO710206: Install wireless access point at Marina ...	01-General Operating Fund:700-South Beach:760-SB Operations	-587.49
TOTAL					-587.49
<b>02/17/2021</b>	<b>45951</b>	<b>Idea Print Works Inc</b>	<b>PO10082: Port clothing</b>		
01/26/2021	10438		PO10082: PON clothing - Jacket for Clay	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-133.50
TOTAL					-133.50
<b>02/17/2021</b>	<b>45952</b>	<b>Lincoln County Public Works</b>	<b>Fuel for trucks</b>		
02/01/2021	6164		Fuel for trucks - CM Fuel for trucks - SB	01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:700-South Beach:760-SB Operations	-83.31 -160.29
TOTAL					-243.60
<b>02/17/2021</b>	<b>45953</b>	<b>MacPherson Gintner &amp; Diaz</b>			
01/31/2021	81765 EDA		PD5 Pier Replacement-Professional services for E...	01-General Operating Fund:300-Commercial Marina	-56.25
01/31/2021	81766	US Dept. of Commerce Grants	PD5 Pier Replacement-Professional services for E... Professional services	01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:100- Administration	-56.25 -4,387.50
TOTAL					-4,500.00
<b>02/17/2021</b>	<b>45954</b>	<b>National Business Solutions Inc</b>	<b>Copier lease and print charges - Port and SB of...</b>		
01/31/2021	IN83814		Copier lease - Port office Copier lease - SB office Copier print charges - Port office Copier print charges - SB office	01-General Operating Fund:100- Administration 01-General Operating Fund:700-South Beach:710-SB Customer Ser... 01-General Operating Fund:100- Administration 01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-43.26 -43.26 -118.98 -289.35
TOTAL					-494.85
<b>02/17/2021</b>	<b>45955</b>	<b>New Pig Corporation</b>	<b>PO710187: Booms, pads, and drip deck</b>		
01/20/2021	4921445-00		PO710187: Booms, pads, and drip deck PO710187: Freight	01-General Operating Fund:700-South Beach:760-SB Operations 01-General Operating Fund:700-South Beach:760-SB Operations	-1,194.42 -142.61
TOTAL					-1,337.03
<b>02/17/2021</b>	<b>45956</b>	<b>Oregon Department of State Lands</b>			
01/31/2021	Dredge Spoil 11...		Royalties due on sale of dredge spoils - 11865-SG	01-General Operating Fund:100- Administration	-156.20
02/04/2021	Review Fee		WD2021-0063 - Wetland delineation report review ...	01-General Operating Fund:500-International Terminal	-475.00
TOTAL					-631.20

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<b>02/17/2021</b>	<b>45957</b>	<b>Platt Electric Supply Inc</b>	<b>PO30185: Fuses for #3 crane and ballast</b>		
01/27/2021	1F84708		PO30185: Fuses for #3 crane	01-General Operating Fund:300-Commercial Marina	-74.43
			PO30185: Ballast	01-General Operating Fund:300-Commercial Marina	-23.37
TOTAL					-97.80
<b>02/17/2021</b>	<b>45958</b>	<b>Port of Toledo Boat Yard</b>	<b>PO30162: Nile II boat disposal</b>		
01/01/2021	7134		PO30162: Nile II boat disposal	01-General Operating Fund:300-Commercial Marina	-9,023.90
TOTAL					-9,023.90
<b>02/17/2021</b>	<b>45959</b>	<b>Quadient Finance USA Inc</b>			
01/01/2021	Jan 2021		PO10079: Postage	01-General Operating Fund:100- Administration	-400.00
01/21/2021	Jan 2021		PO10085: Postage	01-General Operating Fund:100- Administration	-400.00
01/21/2021	Fees 0121		Flexlimit protection fee	01-General Operating Fund:100- Administration	-1.48
			Finance charge	01-General Operating Fund:100- Administration	-7.44
TOTAL					-808.92
<b>02/17/2021</b>	<b>45960</b>	<b>Sequoia Consulting</b>	<b>Resource development</b>		
01/14/2021	04		Resource development - 1.75 hrs @125/hr	01-General Operating Fund:100- Administration	-218.75
TOTAL					-218.75
<b>02/17/2021</b>	<b>45961</b>	<b>Smart Foodservice - Cash &amp; Carry</b>			
02/02/2021	19001		PO710200: Bottled water and coffee	01-General Operating Fund:700-South Beach:760-SB Operations	-84.20
02/02/2021	23801		PO30196: Cleaning supplies - Pine-sol and toilet b...	01-General Operating Fund:300-Commercial Marina	-39.33
			PO30196: Office candy	01-General Operating Fund:100- Administration	-37.28
TOTAL					-160.81
<b>02/17/2021</b>	<b>45962</b>	<b>Special Districts Insurance Servic...</b>	<b>Monthly health-dental-life insurance</b>		
02/01/2021	Mar Health-Dent...		Monthly health-dental-life insurance	01-General Operating Fund:100- Administration	-5,800.99
			Monthly health-dental-life insurance	01-General Operating Fund:300-Commercial Marina	-5,002.62
			Monthly health-dental-life insurance	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-1,667.54
			Monthly health-dental-life insurance	01-General Operating Fund:700-South Beach:760-SB Operations	-4,160.00
			Monthly health-dental-life insurance	01-General Operating Fund:500-International Terminal	-1,667.54
TOTAL					-18,298.69

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<b>02/17/2021</b>	<b>45963</b>	<b>Staples</b>			
01/31/2021	3468580993		PO10079: Office supplies - laminating pouches, la...	01-General Operating Fund:100- Administration	-101.66
01/31/2021	3468580995		PO10084: Office supplies - tape and batteries	01-General Operating Fund:100- Administration	-9.70
TOTAL					-111.36
<b>02/17/2021</b>	<b>45964</b>	<b>Suburban Propane</b>			
01/31/2021	103372		Propane - Acct #1568-103888 SB	01-General Operating Fund:700-South Beach:760-SB Operations	-137.73
01/31/2021	103418		Propane - Acct #1568-103903 CM	01-General Operating Fund:300-Commercial Marina	-467.35
TOTAL					-605.08
<b>02/17/2021</b>	<b>45965</b>	<b>Summit Public Relations Strat LLC</b>	<b>Communication support services for Novembe...</b>		
02/10/2021	710		Communication support services for November 20...	01-General Operating Fund:100- Administration	-3,993.75
TOTAL					-3,993.75
<b>02/17/2021</b>	<b>45966</b>	<b>Toyota Industries Commercial Fin...</b>	<b>2017 CM Forklift</b>		
02/04/2021	4003029426-17		2017 CM Forklift - Principal	01-General Operating Fund:300-Commercial Marina	-611.85
			2017 CM Forklift - Interest	01-General Operating Fund:300-Commercial Marina	-47.70
			Late Charge	01-General Operating Fund:100- Administration	-32.98
TOTAL					-692.53
<b>02/17/2021</b>	<b>45967</b>	<b>Toyota Lift NW</b>			
01/27/2021	14798447		PO710191: Preventative maintenance for forklift - ...	01-General Operating Fund:700-South Beach:760-SB Operations	-132.24
01/27/2021	14798424		PO30184: Preventative maintenance for forklift - 4...	01-General Operating Fund:300-Commercial Marina	-147.24
01/27/2021	14798846		PO30184: Preventative maintenance for forklift - 6...	01-General Operating Fund:300-Commercial Marina	-132.24
TOTAL					-411.72
<b>02/17/2021</b>	<b>45968</b>	<b>TGW Inc NAPA Auto Parts</b>			
02/02/2021	855721		PO30195: Pin punch and squeegee	01-General Operating Fund:300-Commercial Marina	-49.67
02/03/2021	855844		PO30197: Spade terminals and blue wire connect...	01-General Operating Fund:300-Commercial Marina	-9.98
TOTAL					-59.65
<b>02/17/2021</b>	<b>45969</b>	<b>Wells Fargo Financial Leasing</b>	<b>603-0208292 Copier Leases</b>		
02/02/2021	5013713031		603-0208292 Copier Leases - North Office	01-General Operating Fund:100- Administration	-141.50
			603-0208292 Copier Leases - SB Office	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-141.50
TOTAL					-283.00

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<b>02/25/2021</b>	<b>45970</b>	<b>ACE Hardware Inc</b>	<b>PO30203: Chainsaw chains and bar oil</b>		
02/05/2021	4096/1		PO30203: Chainsaw chains PO30203: Bar oil	01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:300-Commercial Marina	-65.98 -8.25
TOTAL					-74.23
<b>02/25/2021</b>	<b>45971</b>	<b>Advanced American Construction...</b>	<b>PD5 Pier Construction - January 2021</b>		
02/05/2021	Pay Estimate 1/...	US Dept. of Commerce Grants	PD5 Pier Construction - January 2021 PD5 Pier Construction - January 2021	01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:300-Commercial Marina	-126,827.37 -126,827.38
TOTAL					-253,654.75
<b>02/25/2021</b>	<b>45972</b>	<b>Alan Brown Tire Center Inc</b>	<b>PO710195: Lawnmower tires</b>		
02/02/2021	72500443488		PO710195: Lawnmower tires PO710195: Freight	01-General Operating Fund:700-South Beach:760-SB Operations 01-General Operating Fund:700-South Beach:760-SB Operations	-286.84 -19.54
TOTAL					-306.38
<b>02/25/2021</b>	<b>45973</b>	<b>Alliance Consulting Engineers</b>	<b>PD3/5 Electrical Upgrade Design</b>		
02/01/2021	1612		PD3/5 Electrical Upgrade: Conduct conditional ass...	01-General Operating Fund:300-Commercial Marina	-11,291.00
TOTAL					-11,291.00
<b>02/25/2021</b>	<b>45974</b>	<b>Alpha Environmental Services Inc</b>	<b>PO30206: Asbestos survey for Captain's Reel C...</b>		
02/23/2021	58292		PO30206: Asbestos survey for Captain's Reel Cha...	01-General Operating Fund:300-Commercial Marina	-1,650.00
TOTAL					-1,650.00
<b>02/25/2021</b>	<b>45975</b>	<b>Alsco Inc</b>	<b>Shop towels, shirt, and mats</b>		
01/20/2021	LPOR2613295		Shop towels, shirt, and mats	01-General Operating Fund:100- Administration	-34.75
TOTAL					-34.75
<b>02/25/2021</b>	<b>45976</b>	<b>Alsea Bay Power Products Inc</b>	<b>PO710202: Lawnmower blades</b>		
02/05/2021	331202		PO710202: Lawnmower blades	01-General Operating Fund:700-South Beach:760-SB Operations	-85.60
TOTAL					-85.60

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

Date	Num	Name	Memo	Class	Paid Amount
<b>02/25/2021</b>	<b>45977</b>	<b>Amazon Capital Services Inc</b>			
01/15/2021	1H6H-CHQ9-W...		PO50078: Office supplies - paper shredder and cl...	01-General Operating Fund:500-International Terminal	-109.97
02/05/2021	14JG-RFVD-61...		PO10088: Greeting cards	01-General Operating Fund:100- Administration	-24.99
02/11/2021	1HPM-P1QT-D3...		PO10090: Notepads	01-General Operating Fund:100- Administration	-59.75
02/16/2021	1XCK-M6M1-C1...		PO710211: LED bulbs for Annex restroom light	01-General Operating Fund:700-South Beach:760-SB Operations	-44.99
02/17/2021	1XVC-TT71-FK43		PO710214: Shocks for electric cart	01-General Operating Fund:700-South Beach:760-SB Operations	-123.98
02/18/2021	1NDH-PLL3-TY9D		PO50090: Caster wheels for building dolly	01-General Operating Fund:500-International Terminal	-22.99
			PO50090: Freight	01-General Operating Fund:500-International Terminal	-5.99
02/23/2021	1WCV-1PQH-7...		PO10093: VOIP headsets	01-General Operating Fund:100- Administration	-749.97
TOTAL					-1,142.63
<b>02/25/2021</b>	<b>46000</b>	<b>Barrelhead Supply Inc</b>	<b>PO710210: Hose nozzles</b>		
02/12/2021	300462		PO710210: Hose nozzles	01-General Operating Fund:700-South Beach:760-SB Operations	-43.85
TOTAL					-43.85
<b>02/25/2021</b>	<b>45978</b>	<b>Business Oregon - OBDD</b>	<b>Loan 655-36-02, Q10001 March 2021</b>		
02/18/2021	655-36-02Q100...		Loan 655-36-02, Q10001 March 2021	01-General Operating Fund:500-International Terminal	-5,733.60
			Loan 655-36-02, Q10001 March 2021	01-General Operating Fund:500-International Terminal	-2,066.40
TOTAL					-7,800.00
<b>02/25/2021</b>	<b>46001</b>	<b>Cedar Creek Quarries Inc</b>	<b>PO710204: 3/4"-0 crushed rock and hauling</b>		
02/12/2021	0120367-IN		PO710204: 3/4"-0 crushed rock and hauling	01-General Operating Fund:700-South Beach:760-SB Operations	-237.68
TOTAL					-237.68
<b>02/25/2021</b>	<b>45979</b>	<b>Dahl &amp; Dahl Inc</b>			
02/01/2021	267453		PO30192: Take load of garbage to dump	01-General Operating Fund:300-Commercial Marina	-269.10
02/04/2021	267609		PO30200: Take load of garbage to dump	01-General Operating Fund:300-Commercial Marina	-182.85
02/10/2021	267913		PO710208: Take load of garbage to dump	01-General Operating Fund:700-South Beach:760-SB Operations	-312.57
TOTAL					-764.52
<b>02/25/2021</b>	<b>45980</b>	<b>Design Space Modular Buildings ...</b>	<b>Temporary office rental</b>		
02/05/2021	1175703-IN		Temporary office rental	01-General Operating Fund:100- Administration	-877.00
TOTAL					-877.00
<b>02/25/2021</b>	<b>45981</b>	<b>Ecolube Recovery LLC</b>	<b>PO710219: Used oil recovery</b>		
02/19/2021	9865021921		PO710219: Used oil recovery	01-General Operating Fund:700-South Beach:760-SB Operations	-172.75
TOTAL					-172.75

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

Date	Num	Name	Memo	Class	Paid Amount
<b>02/25/2021</b>	<b>46002</b>	<b>Englund Marine Supply Co Inc</b>			
02/04/2021	164721/6		PO30193: Skiff propeller	01-General Operating Fund:300-Commercial Marina	-99.39
			PO30193: Freight	01-General Operating Fund:300-Commercial Marina	-14.81
02/16/2021	167269/6		PO30208: 1/2" swage sleeve for #4 hoist cable re...	01-General Operating Fund:300-Commercial Marina	-17.75
TOTAL					-131.95
<b>02/25/2021</b>	<b>45982</b>	<b>Fastenal Company Inc</b>			
02/09/2021	ORNEW143670		PO30201: Small tools	01-General Operating Fund:300-Commercial Marina	-270.76
02/12/2021	ORNEW143720		PO30201: Small tools	01-General Operating Fund:300-Commercial Marina	-29.57
TOTAL					-300.33
<b>02/25/2021</b>	<b>45983</b>	<b>Halco Welding Inc</b>	<b>PO30199: Bending metal</b>		
02/17/2021	73108		PO30199: Bending metal	01-General Operating Fund:300-Commercial Marina	-40.00
TOTAL					-40.00
<b>02/25/2021</b>	<b>45984</b>	<b>HDR Engineering Inc</b>	<b>Professional Services - 90% of total invoice</b>		
02/15/2021	1200328102		PD5 Pier Replacement-Professional Services - 90...	01-General Operating Fund:300-Commercial Marina	-7,635.65
		US Dept. of Commerce Grants	PD5 Pier Replacement-Professional Services - 90...	01-General Operating Fund:300-Commercial Marina	-7,635.66
TOTAL					-15,271.31
<b>02/25/2021</b>	<b>45985</b>	<b>Industrial Welding Supply Inc</b>			
02/17/2021	164189		PO30209: Welding supplies - Safety visors	01-General Operating Fund:300-Commercial Marina	-50.48
			PO30209: Welding supplies - Cut off wheels	01-General Operating Fund:300-Commercial Marina	-18.27
02/18/2021	164287		PO30210: Welding supplies - Aluminum rods, wire...	01-General Operating Fund:300-Commercial Marina	-103.92
TOTAL					-172.67
<b>02/25/2021</b>	<b>45986</b>	<b>Newport News-Times</b>	<b>PO10074: Safe &amp; Happy Holidays Fishermen ad</b>		
01/01/2021	353289		PO10074: Safe & Happy Holidays Fishermen ad	01-General Operating Fund:100- Administration	-66.00
TOTAL					-66.00
<b>02/25/2021</b>	<b>45987</b>	<b>NW Natural</b>			
02/18/2021	1584561-3 2-21		SB gas - shop	01-General Operating Fund:700-South Beach:760-SB Operations	-128.78
			Late fee	01-General Operating Fund:100- Administration	-4.63
02/19/2021	1584562-1 2-21		SB gas	01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-255.02
			Late fee	01-General Operating Fund:100- Administration	-6.76
TOTAL					-395.19

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

Date	Num	Name	Memo	Class	Paid Amount
<b>02/25/2021</b>	<b>45988</b>	<b>Pacific Coast Lock &amp; Safe LLC</b>	<b>PO710201: Door knob and indicator dead bolts ...</b>		
02/04/2021	08996		PO710201: Door knob and indicator dead bolts for...	01-General Operating Fund:700-South Beach:760-SB Operations	-595.00
TOTAL					-595.00
<b>02/25/2021</b>	<b>45989</b>	<b>PacificSource Administrators Inc</b>	<b>2/20/2021 HRE Insurance Withholding</b>		
02/20/2021	12248		2/20/2021 HRE Insurance Withholding 2/20/2021 HRE Insurance Withholding	01-General Operating Fund:100- Administration 01-General Operating Fund:700-South Beach:710-SB Customer Ser...	-160.84 -50.00
TOTAL					-210.84
<b>02/25/2021</b>	<b>45990</b>	<b>Platt Electric Supply Inc</b>			
01/01/2021	1A84437		PO10062: UVC dosimeters	01-General Operating Fund:100- Administration	-37.00
01/01/2021	1A79142		PO10062: UV germicidal light	01-General Operating Fund:100- Administration	-870.47
02/05/2021	1G68639		PO50084: Light fixtures for shop and office	01-General Operating Fund:500-International Terminal	-145.24
02/08/2021	1G71704		PO50084: Light fixtures for shop and office	01-General Operating Fund:500-International Terminal	-222.05
02/10/2021	1H03048		PO30205: Fuses for restroom water heater	01-General Operating Fund:300-Commercial Marina	-217.39
02/11/2021	1H12799		PO30205: Fuses for restroom water heater	01-General Operating Fund:300-Commercial Marina	-39.44
02/15/2021	1H39260		PO30207: Ballasts for office and bulbs	01-General Operating Fund:300-Commercial Marina	-84.41
TOTAL					-1,616.00
<b>02/25/2021</b>	<b>45991</b>	<b>Road &amp; Driveway Co Inc</b>	<b>PO50086: Lot sweeping</b>		
02/09/2021	0028125-IN		PO50086: Lot sweeping	01-General Operating Fund:500-International Terminal	-500.00
TOTAL					-500.00
<b>02/25/2021</b>	<b>45992</b>	<b>Rydin Decal</b>	<b>PO30181: "Fisherman Only" parking permits</b>		
02/09/2021	377059		PO30181: "Fisherman Only" parking permits	01-General Operating Fund:300-Commercial Marina	-248.50
TOTAL					-248.50
<b>02/25/2021</b>	<b>45993</b>	<b>Sequoia Consulting</b>	<b>Resource development</b>		
02/17/2021	05		Resource development - 8.5 hrs @125/hr	01-General Operating Fund:100- Administration	-1,062.50
TOTAL					-1,062.50
<b>02/25/2021</b>	<b>45994</b>	<b>Servpro of Salem West/Lincoln &amp; ...</b>	<b>Water restoration</b>		
01/12/2021	531637		Water restoration	01-General Operating Fund:500-International Terminal	-17,309.19
TOTAL					-17,309.19

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

Date	Num	Name	Memo	Class	Paid Amount
<b>02/25/2021</b>	<b>45995</b>	<b>Smart Foodservice - Cash &amp; Carry</b>	<b>PO50089: Soda, snacks, and sponges</b>		
02/11/2021	2701		PO50089: Soda and snacks PO50089: Sponges	01-General Operating Fund:500-International Terminal 01-General Operating Fund:500-International Terminal	-20.94 -20.60
TOTAL					-41.54
<b>02/25/2021</b>	<b>45996</b>	<b>Toyota Lift NW</b>			
02/02/2021	15123388		PO30202: Repair supplies for forklift - 40334 - han... PO30202: Freight	01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:300-Commercial Marina	-154.16 -21.94
02/04/2021	15123611		PO30202: Repair supplies for forklift - 40334 - win... PO30202: Freight	01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:300-Commercial Marina	-1,727.96 -151.61
TOTAL					-2,055.67
<b>02/25/2021</b>	<b>45997</b>	<b>Troyer's Marine Supply</b>	<b>PO30177, 30180, 30183: Equipment repair supp...</b>		
01/31/2021	254452		PO30183: Equipment repair supplies - Galvanized... PO30177: Equipment repair supplies - Flex coupli... PO30177: Freight PO30180: Equipment repair supplies - Couplers a...	01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:300-Commercial Marina	-16.65 -84.10 -9.85 -139.04
TOTAL					-249.64
<b>02/25/2021</b>	<b>45998</b>	<b>Verizon Wireless</b>	<b>Port cell phones and MiFi</b>		
02/12/2021	9873226959		Monthly cell phone - Admin Monthly cell phone - CM Monthly cell phone - NIT Monthly cell phone - SB Monthly MiFi - SB CS Monthly cell phone plan - Admin	01-General Operating Fund:100- Administration 01-General Operating Fund:300-Commercial Marina 01-General Operating Fund:500-International Terminal 01-General Operating Fund:700-South Beach:760-SB Operations 01-General Operating Fund:700-South Beach:710-SB Customer Ser... 01-General Operating Fund:100- Administration	-50.55 -53.88 -74.06 -70.73 -10.20 -136.50
TOTAL					-395.92
<b>02/25/2021</b>	<b>45999</b>	<b>Yaquina Boat Equipment Inc</b>	<b>PO710205: Aluminum angles for dock boxes</b>		
02/05/2021	39381		PO710205: Aluminum angles for dock boxes	01-General Operating Fund:700-South Beach:760-SB Operations	-80.89
TOTAL					-80.89



**NOAA Lease Revenue Fund  
Check Detail  
February 2021**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
<b>02/05/2021</b>	<b>15121</b>	<b>Aboveboard Electric Inc</b>	<b>PO31921: Troubleshoot and verify power to light poles</b>	
01/21/2021	1747		PO31921: Troubleshoot and verify power to light poles	-445.02
TOTAL				-445.02
<b>02/05/2021</b>	<b>15122</b>	<b>CRUX Diving Inc</b>	<b>Cathodic Protection System East Zone Anode Replacement</b>	
01/29/2021	1323		Cathodic Protection System East Zone Anode Replacement	-36,955.78
TOTAL				-36,955.78
<b>02/05/2021</b>	<b>15123</b>	<b>Kings III of America LLC</b>	<b>NOAA MOC-P 46494</b>	
02/01/2021	1947647		Elevator emergency phone connection	-134.16
TOTAL				-134.16
<b>02/05/2021</b>	<b>15124</b>	<b>Pioneer Connect</b>	<b>bus-159375</b>	
02/01/2021	February 2021		Telephone - acct #BUS-159375	-227.70
TOTAL				-227.70
<b>02/05/2021</b>	<b>15125</b>	<b>Spiro Landscapes Inc</b>	<b>Landscape maintenance</b>	
01/25/2021	00025944		Landscape maintenance - monthly service	-450.00
TOTAL				-450.00
<b>02/05/2021</b>	<b>15126</b>	<b>Thompsons Sanitary Service</b>	<b>January service</b>	
01/31/2021	22644 1-2021		January service	-444.00
TOTAL				-444.00
<b>02/05/2021</b>	<b>15127</b>	<b>Verizon Wireless</b>	<b>Phone Charges and Mifi</b>	
01/12/2021	9871114188		Phone Charges and Mifi	-64.08
TOTAL				-64.08

**NOAA Lease Revenue Fund**  
**Check Detail**  
**February 2021**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
<b>02/05/2021</b>	<b>15128</b>	<b>Western States Electrical Construction</b>	<b>PO60037: Electrical work</b>	
01/25/2021	19292		PO60037: Electrical work - Replacing 17 pier lights and rewiring poles; reballa...	-8,097.00
TOTAL				-8,097.00
<b>02/05/2021</b>	<b>15129</b>	<b>WHA Insurance Agency Inc</b>	<b>23087</b>	
01/01/2021	799215		Policy #LHQ42446 - Insurance Renewal Business CDIC 1/6/21-1/6/22 - Rem...	-92,959.84
TOTAL				-92,959.84
<b>02/17/2021</b>	<b>15130</b>	<b>Allstart Auto Electric</b>	<b>PO60043: ES17-12 Batteries</b>	
01/11/2021	63900		PO60043: ES17-12 Batteries - for accordion door back-up supply FM200 fire ...	-200.00
TOTAL				-200.00
<b>02/17/2021</b>	<b>15131</b>	<b>Grainger Inc</b>	<b>PO60046: Pair momentary wall switches</b>	
01/26/2021	9785936825		PO60046: Pair momentary wall switches	-57.76
			PO60046: Freight	-10.98
TOTAL				-68.74
<b>02/17/2021</b>	<b>15132</b>	<b>Lincoln County Public Works</b>	<b>Gas for truck</b>	
02/01/2021	6164		Gas for truck	-14.89
TOTAL				-14.89
<b>02/17/2021</b>	<b>15133</b>	<b>Special Districts Insurance Services</b>	<b>Monthly health-dental-life insurance</b>	
02/01/2021	Mar Health-Dental-Lf		Monthly health-dental-life insurance	-833.77
TOTAL				-833.77
<b>02/25/2021</b>	<b>15134</b>	<b>Verizon Wireless</b>	<b>Phone Charges and Mifi</b>	
02/12/2021	9873226959		Phone Charges and Mifi	-26.32
TOTAL				-26.32



## **OLD BUSINESS ITEM**

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**DATE:** March 16, 2021  
**RE:** Demolition of Building at 343 SW Bay BLVD  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Aaron Bretz, Director of Operations

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### **BACKGROUND**

The City of Newport has directed demolition or repair of the building at 343 SW Bay BLVD no later than April 5<sup>th</sup>, 2021. In previous meetings, we have demonstrated that repair is not viable for this structure. We sought quotes for demolition of the structure.

### **DETAIL**

The projected duration of the demolition is about a week, and will entail removal of the building from atop the pier. The Port will be responsible for procuring the refuse containers and transportation of those containers. A hazardous building materials survey has been completed by a qualified contractor; asbestos was identified in the flooring, and abatement was completed by a qualified contractor the week of March 15<sup>th</sup>.

### **BUDGET IMPACTS**

We have about \$52K available for use in professional services, which is the category this work will fall into.

### **RECOMMENDATION**

I RECOMMEND A MOTION TO AUTHORIZE THE GM TO NEGOTIATE A CONTRACT WITH ROAD AND DRIVEWAY TO DEMOLISH THE BUILDING AT 343 SW BAY BLVD FOR A COST NTE \$23,160.12 PLUS A \$2,300 CONTINGENCY.





## **OLD BUSINESS ITEM**

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**DATE:** March 18, 2021  
**RE:** Temporary Power for South Beach Load Centers  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Aaron Bretz, Director of Operations

---

### **BACKGROUND**

After talking a great deal with Western States and with Port Staff, the best option for us to complete the South Beach Load Center project on time is to have Western States provide two generators that would power the docks while they remove and replace the load centers.

### **DETAIL**

We've worked a number of scenarios to come up with the best solutions for temporary power, and after an initial proposal for temporary power that planned for too much load, Western States went back and reworked the load calculations to create this solution. They have created a work plan to do the load centers in phases and move the generators along as they take cabinets offline and install the new ones.

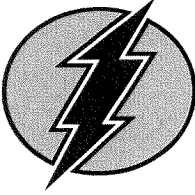
The cost of fuel and operations of the generators for the duration of the project is the bulk of the cost.

### **BUDGET IMPACTS**

We have room in the capital budget to cover the cost of temporary power to the docks while Western States replaces the load centers.

### **RECOMMENDATION**

I RECOMMEND A MOTION TO AUTHORIZE THE GM TO ADD TO THE SOUTH BEACH LOAD CENTERS CONTRACT AN AMOUNT OF \$108,344 PLUS \$10,000 CONTINGENCY FOR THE PURPOSE OF SUPPLYING TEMPORARY POWER TO THE DOCKS WHILE REPLACING THE LOAD CENTERS IN SOUTH BEACH.



**WESTERN STATES  
ELECTRICAL CONSTRUCTION, INC  
CCB#155472**

3/12/2021

Page total (including this page): 2

TO: Aaron Bretz

Port of Newport

RE: Temporary power to docks

**QUOTE LETTER – \*\*REVISED\*\***

We appreciate the opportunity to provide you with a quote for the electrical installation for this project. We will include the following:

**Temporary power to maintain power to the docks during service equipment change:  
\$ 108,344.00**

Using PUD-furnished historic peak load instead of calculated load shown on the one-line drawings, the project can be accomplished with 2 generators.

By working weekends, the project schedule can be reduced by 10 days, resulting in less equipment rental costs and fuel use.

Rental of 2 generators, temporary panels, cables, & misc parts:	\$30,700.00
Fuel: 2 generators, 25 days, 24 hours a day: 2 x 24 x 25 days x 8 gallons/hour x \$4.00/gallon	\$38,400.00
Misc electrical materials:	\$1,160.00
Labor for generator start-up, install temp power panels, lay out 6000' secondary cables, splice secondary feeders to generator: 164 hours x \$84.00=	\$13,776.00
OT difference 3 electricians working Saturday & Sunday: 4 Saturday 8 hours x 3 men-24 hours, time and 1/2 x \$35.00 =	\$3,360.00
4 Sunday 8 hours x 3 men-24 hours DT x \$71.00 =	<u>\$6,816.00</u>
	\$10,176.00
Total:	\$94,212.00
+15%=	<u>\$14,132.00</u>
	\$108,344.00

Tim Mitchem

MAILING ADDRESS

P.O. BOX 847, NEWPORT, OR 97365

TEL: (541) 265-8067  
(541)-994-9014  
FAX (541) 265-7652



## **GENERAL MANAGER MONTHLY REPORT**

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**DATE:** 03/19/2021  
**PERIOD:** 02/20/2021 – 03/19/21  
**TO:** Board of Commissioners  
**ISSUED BY:** Paula J. Miranda, General Manager

---

### **OVERVIEW**

#### **Summary:**

We continued the busy trend during this past month trying to finish projects and address issues.

I just attended the Pacific Northwest Waterways Association Mission to Washington. This time it was all done virtually. We still met with several federal partners and with each legislator from Washington, Oregon and Idaho. I was the moderator for Congressman Schrader. Although it wasn't the same as being in Washington, we still had a very productive meeting with each of our legislators and got a lot of the Port's needs across.

We have sent a grant application for the Rogue Seawall to Business Oregon and an application for NIT Marketing Plan to USDA. We are finalizing the application for the Port Dock 7 Plan and should be submitting it soon. Meanwhile, we put a hold on the Rogue seawall until the end of the month until we are approved for the Business Oregon grant, as we can't start the work until the grant is approved. A grant opportunity has come up from Travel Oregon and we may apply for few projects, including the RV Park Annex and fillet tables.

The US Army Corps told us they authorized the dredging feasibility study for the commercial docks and we should be getting documents by April 9.

We are trying to schedule a contractor to remove the 343 SW Bay Blvd building, as it has been condemned by the City. A staff report is included on your packet for this item.

We are still on a standby with our Administration building, as we await for a better estimate in order to decide rather to move forward or not.

Port Dock 5 Pier Project is looking good and on schedule. All the in-water work was completed on time. Currently, the contractor is fabricating parts of the pier off-site. Although it may look like there is nothing happening, work is still underway.

The electrical work plan at Port Dock 5 and 3 is completed and you should see a proposal within the next commission or so for the actual contractual work to be started in September.

For the South Beach Marina Load Centers' replacement, we realized in order to not lose power and be able to complete the work prior to Halibut Season, we will need to rent a generator. The request for a change order for the temporary power is included on today's packet. This amount is within the approved loan amount from NOAA. Installation is scheduled for March 24<sup>th</sup>.

We have been working with the Department of State Lands (DSL) on a lease issue for Port Dock 1. I have also been in conversations with the owner of Clearwater trying to resolve the issue. I just had a meeting with DSL and I believe we may have found a solution for DSL's problem. More to come.

You should have received or will be receiving the Port's newsletter soon. I believe Summit Communications has done a great job. Moving forward, the intent is to try to get two newsletters per year.

The City of Newport is planning on Fourth of July fireworks this year. We were requested a Special Use Permit.

As we just went through this next year's budget, you also got an opportunity to visit with the current financials. As you can see things are still looking good and financial are under control. Our staff continue to find ways to be more efficient and save money where possible. I give big kudos to Mark Brown and his team and Aaron Bretz and his team for their efforts and a job well done.

I was hoping to get our Goal Setting to be schedule for the month of March, but because of Budget and PNWA Mission to Washington, time quickly became an issue. I will plan to get that underway in April.

### **Meetings/Trainings/Summits:**

- 02/24/21 - Regional Solutions Meeting
- 02/24/21 - YBEF Meeting
- 02/25/21 - Yaquina Bay Estuary Management Plan with DLCD
- 02/26/21 - Communications Meeting
- 02/26/21 - OPPA Legislative Committee Meeting
- 03/01/21 - Meeting with Hans Goplen regarding Port Dock 1/DSL Lease
- 03/03/21 - Business Oregon Training - Global Trade
- 03/03/21 - Lincoln County Safety Net Assessment
- 03/04/21 - SDAO Training - Human Resources
- 03/04/21 - Business Oregon - Offshore Wind Energy Planning
- 03/02/21 - Budget Priorities Work Session
- 03/09/21 - Business Oregon - Maritime Minds - Economic Data
- 03/10/21 - Business Oregon - Asset Management Port's Training
- 03/11/21 - Meeting with WHA Insurance
- 03/11/21 - Senate Derelict Vessel Hearing
- 03/11/21 - Vision 2040 Advisory Committee
- 03/12/21 - Communications Meeting
- 03/12/21 - MIC Standing Meeting



- 03/15-03/18/21 - PNWA Virtual Mission to Washington
- 03/16/21 - Budget Meeting
- 03/18/21 - Meeting with DSL
- 03/18/21 - Vision 2040 Advisory Committee
- 03/19/21 - Meeting with Prospect
- 03/19/21 - OPPA Legislative Committee
- 03/19/21 - Prep meeting with Federal Relations for virtual meeting USACE and OMB in, DC
- 03/19/21 - Virtual Chamber Meeting - Rep. Gombert is the presenter
- 03/19/21 - Meeting with WHA Insurance to discuss HR Benefits

### **Upcoming Schedule:**

- 03/22/21 - GFOA's Federal Funds Seminar
- 03/22/21 - Meeting with Port of Toledo
- 03/22/21 - Virtual Meeting with the Office of Management and Budget - DC
- 03/23/21 - Virtual Meeting with USACE - DC
- 03/24/21 - GFOA's Federal Funds Seminar
- 03/24/21 - YBEF
- 03/26/21 - Communications Meeting
- 03/26/21 - MIC Standing Meeting
- 04/08/21 - Business Oregon - Federal Legislative Update
- 04/09/21 - Communications Meeting
- 04/14/21 - Business Oregon - Brownfield's Programming
- 04/16/21 - MIC Standing Meeting
- 04/23/21 - MIC Standing Meeting
- 04/23/21 - Communications Meeting





## FINANCE DEPARTMENT MONTHLY REPORT

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**DATE:** March 23, 2021  
**PERIOD:** July 1, 2020 to February 28, 2021  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Mark Brown, Director of Finance and Business Services

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Financial reports as of February 28, 2021 are included in the commission packet. A copy of the financial reports are also sent to you separately for your convenience. I also am including a list of accounts with balances 90 days or more past due.

### Issues of Importance

#### Managed Service Provider update

- In the next 30 days the Port will move to Voice over IP (VOIP) Service for telephone services. The Port has received the phone equipment and headsets, we are currently waiting for Microsoft to “port” the numbers to a new provider this will save \$4-500 per month in phone services costs.

#### Budgets

- The Budget Committee met and approved the budget. The next step is a budget hearing. The hearing will be held in April, either prior to the regular commission meeting, or separate from the commission meeting, due to deadlines with the local newspaper.

#### Financial/ERP System

- The RFP for a new financial system is near completion, this will replace QuickBooks. Based on my review of 4-5 systems. The long run potential savings are significant. Here are the a few of the areas where savings may occur:
  - Accounts Payable and Purchase Order Processing
  - Assets tracking, and WIP tracking
  - Month End close
    - Depreciation and Allocation entries
  - Year End close
  - Bank reconciliations
  - Contract and Lease Agreement tracking
  - Grant tracking and reporting
  - Order processing
  - Debt Tracking

## Finances

The Port has submitted its first reimbursement request, and it has been approved by EDA, for Pier 5. The Port should receive \$143,791 within one-two weeks, as large invoices are paid, new submissions will be submitted near months end, to ease any financial burden to the Port.

### GOF Balance Sheet (year to year comparison)

- As of February 28, 2021, the Port is 8 months into the fiscal year, and has 3.47 million in savings, which is down 2% from last year. The balance will decline over the next few months, as the Port pay for the pier for Port Dock 5, although considering the Port has paid over 286,000, and 2% represents \$71,446, the Port would be ahead 2% with the reimbursement.
- The Quick/Current Ratio is: 2.48
  - This ratio indicates the General Fund can cover its current expenses 2.48 times. This has declined recently due to the amounts owed and paid for Pier 5.

### Profit and Loss -

*The month-to-month budget is based on a 4-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 combined:

#### Budget vs. Actuals

- Operating income exceeds budget.
- Operating expenses are below budget.
- Other income is below budget
- Other Expenses are below budget.
- Overall, the Ports General Operating Fund is ahead of budget.

## Breakdown of programs

### Administrative Budget

#### Budget vs. Actuals

- **Expenses** are below budget in all areas.
- Overall, Administration is performing better than budget.

### International Terminal

#### Budget vs, Actuals

- **Revenues** have made up ground and are at budget.
- **Expenses** are less than budgeted, primarily due to debt service. Materials and Services is over budget, due to large expenditures for repairs on equipment.
- **Net Income** is ahead budget.

### Commercial Marina

#### Budget vs. Actuals

- **Operating Revenues** are ahead budget by \$126,832 (116% of budget)
- **Operating expenses** are \$946,616 below (38%) budget.
- **Net income** is ahead of budget.

### **South Beach**

#### **Budget vs. Actuals**

- **Operating Revenues** are ahead of budget by \$123,382 (116%).
- **Operating Expenses** are under budget by \$946,616.
- **Net Income** is ahead of budget by \$527,095.

*Current reservations at the Marina and RV park provide a critical insight to the summer season, most slips and RV Park spots are nearly sold out for the summer months.*

### **NOAA Lease Revenue Fund Balance Sheet**

As of February 28, 2021, the Port has a total cash balance of \$3,494,566, with an available balance of \$1,732,845. The remaining \$1,761,721 is reserved for the annual maximum debt service payment on bonds, as required in bond documents. On the balance sheet, the total cash is down \$1.92 million versus last year. This is a result of moving \$2.1 million to the NOAA Capital Reserve account.

### **Income Statement**

#### **Budget vs. Actuals**

- Revenue is at target.
- Expenses are below budget
- Capital outlays are below budget

### **NOAA Capital Maintenance Fund**

This fund was added by the commission on 22, January 2019. The Port currently has \$2,222,347 in this fund. A loan was approved from this fund for The South Beach load centers, Prior to year end (June 30) the loan will be initiated. Loan repayment is scheduled to start next Fiscal year.

### **Bonded Debt Fund:**

*The Port has modified how property tax bond levies and tax receipts and entered into the Financial System to align with GASB. GASB requires that organizations record the expected funds as a receivable, then reduce the receivable and recognize the income as funds are received.*

The Port has \$114,712 in savings, these funds will be used to pay bond interest payments due on July 1, 2021. This fiscal year the Port has received \$764,301 to date and expects to receive an additional \$46,699 in bond levy taxes.

### **Construction Fund.**

No changes to report

### **Facility Reserve Fund.**

In January 2021, \$109,816 was added to this fund to set aside electrical upgrade funds for Port Docks 3 and 5 bringing the total reserve for this project to \$138,000. On June 30 or near that date, an additional transfer will be made. This transfer will be an estimate of the additional revenue raised as a result of the larger than normal Moorage Rate increase. I continue to look for ways to set aside funds for other critical projects.

### **Accounts Receivable:**

The port continues to work on outstanding balances, calls, emails, and letters are sent to vessel owners with past due accounts, on a regular basis.

The list below represents those Vessel owners or leaseholders with amounts outstanding 90 days or more, the reporting is as of **March 17, 2021**.

Comments on Specific Accounts Receivable customers:

- Oregon Mariculture has committed to getting caught up, as the South Korean Market has reopened for eel and other products, and made a \$7,500 payment.
- Southern California Seafoods will pay off their balance in March.
- Matt of the Sylvia has committed to paying off his balance, so he can convert the Sylvia to a Tuna fishing vessel.
- Salty Brothers has all of their vessels for sale as Ray Carel is no longer able to fish.
- The HarborMaster and Operations Director are now included conversations on past due accounts, the Harbormaster is critical to collection of these accounts.
- The ORCA (Rocky) continues to pay, but has keeps promising more.....

	Current	30-Jan	31 - 60	61 - 90	>90	TOTAL
Sylvia - 226282	-	736.56	1,067.84	1,041.49	18,769.87	21,615.76
Oregon Mariculture LLC	-	697.77	975.15	964.40	12,486.24	15,123.56
Orca - 295549	-	-	2,820.52	1,298.81	12,335.00	16,454.33
Angela June - 581478	2,308.68	-	-	181.01	10,329.23	12,818.92
Pacific Rose - 554504	-	-	130.41	128.53	7,677.82	7,936.76
Luna - 532150 New Owner	-	-	70.98	192.94	6,869.91	7,133.83
Ocean Force - 538936	-	337.04	778.03	1,332.15	6,582.99	9,030.21
Eclipse - 226744 Eel Boat	-	-	-	157.57	5,749.01	5,906.58
Das Bug - 565814	-	-	3,271.86	1,249.24	3,679.88	8,200.98
Southern Cal Seafood, Inc	-	791.81	-	209.41	3,268.94	4,270.16
Granville - 241539	-	-	323.85	2,847.12	2,784.21	5,955.18
Western Hunter - OR936AFK	-	156.70	2,059.88	1,207.26	2,473.41	5,897.25
Albatross - 980072	-	-	69.02	68.49	2,062.72	2,200.23
Joyce Marie - 295021	-	58.24	83.20	90.11	1,900.16	2,131.71
Pacific Rim - OR126YH	-	522.72	541.58	868.69	1,674.55	3,607.54
Sea Wolf - 270816	-	-	44.64	10.45	1,627.80	1,682.89
Taylor Brooks - 1211776	-	849.97	701.32	1,083.05	1,557.88	4,192.22
Roggy - 574577	-	-	22.16	13.95	1,304.14	1,340.25
Constitution - 211928	-	-	20.97	12.88	1,234.36	1,268.21
Lili-Anne - OR956AFD	-	-	118.04	117.75	1,069.83	1,305.62
Valor III - 245645	-	-	144.89	755.95	1,061.83	1,962.67
Ida May - 665118	-	427.68	452.42	437.58	1,029.62	2,347.30
Trondhjem - 241924	-	-	-	2,405.39	1,017.49	3,422.88
Caremi - 262161	-	-	76.99	-	918.29	995.28
Melville - OR495AAX	-	286.00	781.61	842.23	736.84	2,646.68
Nancy - 253247	-	-	12.16	11.97	715.90	740.03
Captain's Charters - 23826 - Long Fin	-	-	11.66	11.61	695.44	718.71
Over Cast - 259524	-	-	214.57	514.97	671.74	1,401.28
Smith Bros No 2 - 223373	-	44.77	441.86	390.11	667.92	1,544.66
Morning Star II - I509427	-	-	41.03	893.91	573.94	1,508.88
Saltybros LLC Boathouse Lease	160.22	160.22	160.22	191.01	509.76	1,181.43
Pacific Rim II - WN2355SW	-	-	7.48	249.89	439.85	697.22
First Hope I - 953627	-	235.04	259.50	96.16	425.76	1,016.46
Toby J - 274577	-	-	6.00	5.90	352.96	364.86
Gracie Arlene - 563679	-	2,323.20	256.93	257.30	340.79	3,178.22
Western Sea 2 - WN5888SA	-	-	-	10.32	308.53	318.85
Dawn Treader - 609228 New Owner	-	-	363.93	3,145.27	246.51	3,755.71
Venture II - 250111	-	-	3.86	3.80	227.03	234.69
Baranof - 251145	-	-	5.76	-	185.33	191.09
Petra Marie - 296325	-	-	3.14	6.17	184.60	193.91
Long Shot - OR818HC	-	-	2.69	2.65	158.25	163.59
Columbian - 602145	-	-	2.18	2.29	128.47	132.94
Topaz - 573234	-	-	100.58	2,454.75	108.72	2,664.05
Wide West - 535690	-	-	25.70	27.04	104.80	157.54
Brea -OR620ADW	-	-	1.58	1.56	93.34	96.48
NMFS/NOAA	-	38.40	38.40	38.40	38.40	153.60
Maggie (Saltybros) - OR001UA	-	-	-	8.99	30.49	39.48

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## RV PARK & RECREATIONAL MARINA OCCUPANCY REPORT

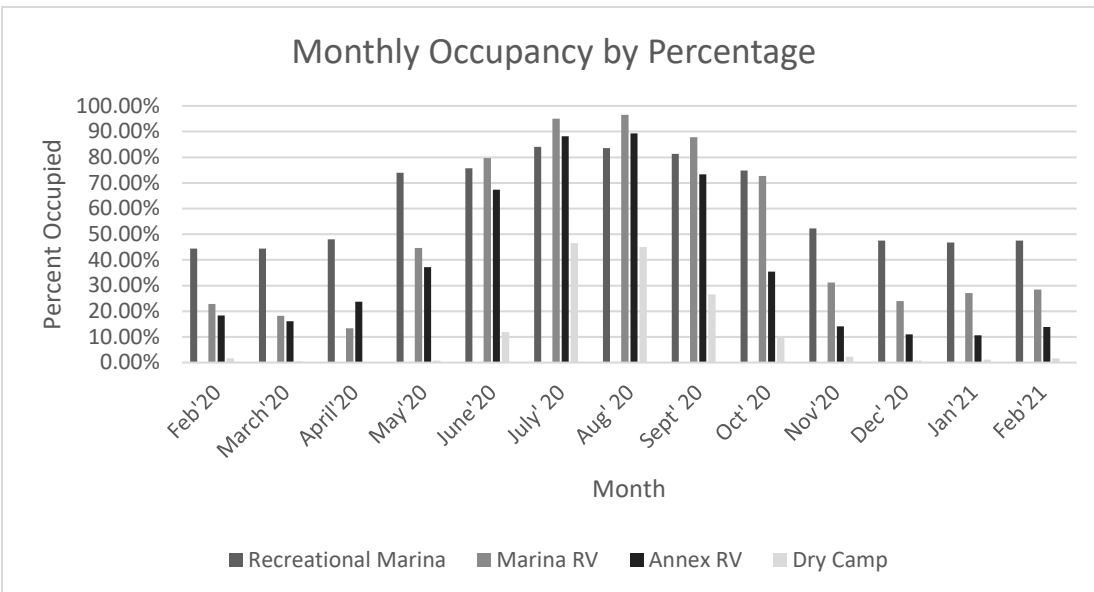
**DATE:** 4 March 2021  
**RE:** Month Ending 28 February 2021  
**TO:** Mark Brown, Director of Finance  
**ISSUED BY:** Bill Hewitt, RV Park and Marina Supervisor

February 2021 was a nice month for the South Beach operation. Even without the Wine and Seafood Festival the RV Park and the Marina are ahead of last year, when considering occupancy. The Marina occupancy is ahead of February 2020 and ahead year to date. Although the RV Park Annex occupancy is behind for February 2020 and year to date, the main RV Park occupancy is ahead of February 2020 and year to date. The RV Dry camp occupancy is slightly below February of 2020, but ahead year to date.

It is going to be a busy summer; all 26-foot and 32-foot boat slips are sold for the summer months. The Port currently has fourteen 40-foot boat slips available along with transient slips on F and G docks.

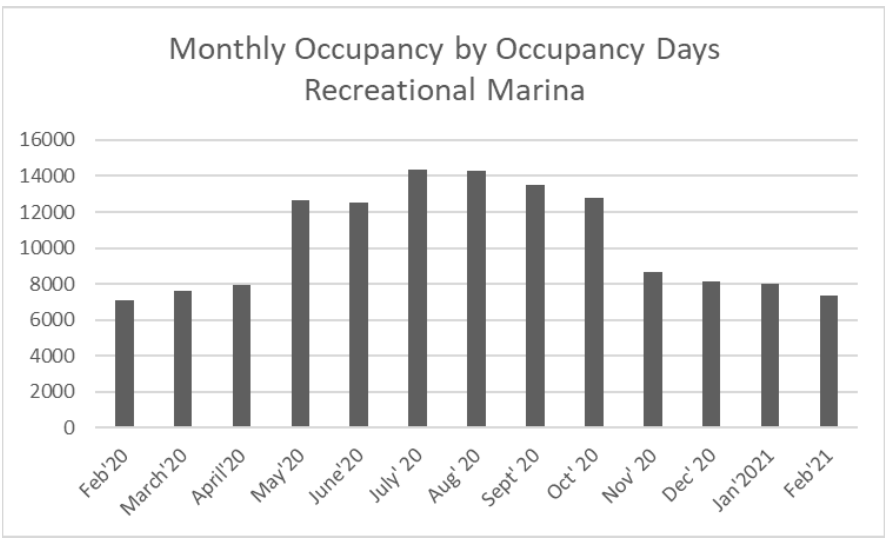
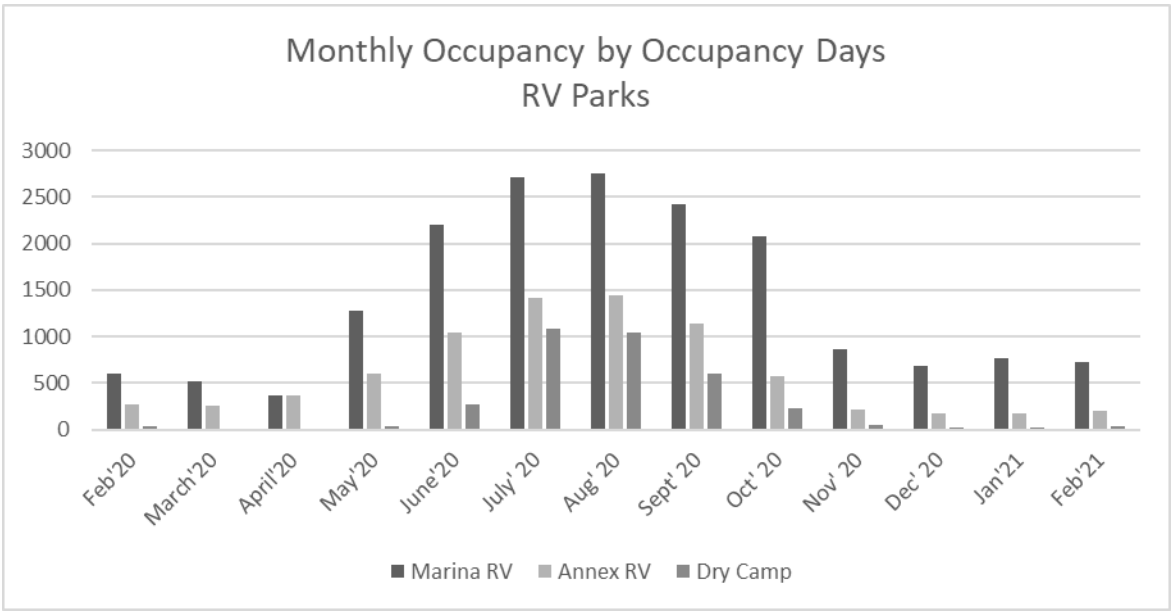
The RV park has sold most of the available RV spots for July, August, and September. May, June, and October are selling quickly. At this rate we are on track to have a record year for occupancy both in the RV parks and the Recreational Marina.

<b>OCCUPANCY PERCENT MONTH &amp; YTD</b>						
<b>Feb'21</b>	<b>2020</b>	<b>2021</b>	<b>Change</b>	<b>YTD 2020</b>	<b>YTD 2021</b>	<b>Change</b>
<b>Recreational Marina</b>	44.43%	47.57%	3.14%	44.30%	47.15%	2.85%
<b>Marina RV</b>	22.82%	28.45%	5.63%	17.42%	27.65%	10.23%
<b>Annex RV</b>	18.36%	13.80%	-4.56%	15.67%	12.12%	-3.55%
<b>Dry Camp</b>	1.65%	1.62%	-0.03%	0.93%	1.40%	0.47%





<b>OCCUPANCY DAYS MONTH &amp; YTD</b>						
<b>Feb'21</b>	<b>2020</b>	<b>2021</b>	<b>Change</b>	<b>YTD 2020</b>	<b>YTD 2021</b>	<b>Change</b>
<b>Recreational Marina</b>	7,112	7,353	3.38%	14,673	15,357	4.66%
<b>Marina RV</b>	609	733	20.36%	962	1,501	56.03%
<b>Annex RV</b>	277	201	-27.43%	489	372	-23.93%
<b>Dry Camp</b>	<b>36</b>	<b>34</b>	-5.56%	<b>42</b>	<b>62</b>	47.62%





## **DIRECTOR OF OPERATIONS REPORT**

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**DATE:** 3/18/2021  
**PERIOD:** February-March 2021  
**TO:** Paula J. Miranda, General Manager  
**ISSUED BY:** Aaron Bretz

### **OVERVIEW DIROPS**

#### **Summary:**

We expect to see some squid offloaded soon on Port properties, and we've seen a few more boats come into the area in anticipation of the squid fishery picking up. There have been a few busy days in the recreational marina as some fair weather has turned out some sport fishing boats. We're still moving forward on several projects, and dealing with a few personnel gaps.

#### **Detail:**

- **Port Dock 7**  
I've been working with our insurance adjuster on the PD7 damage; I lined them up to get quotes from contractors and showed one of their consultants damage, provided photos for their assessment. Incidentally, we were reimbursed by SDIS for the water damage at the Terminal.
- **Port Dock 5 Electrical Engineering**  
We are finishing up the plans and putting together documents so that we can get the project out to bid. I intend to have the job out for bid in early April with the intent to start the project no later than September. If we run into delays because of low interest in the project or contractor challenges, we will need to delay the project to spring due to crab season in the Commercial Marina.
- **South Beach Load Centers**  
Scheduled to start installation on Wednesday, March 24th.
- **Port Dock 5 Project**  
The in-water work is complete on the project and the girders are currently being cast. The piling caps and bracing are being coated, and we are on schedule. We will run into some challenges on the design and installation of the new landing float, but we did successfully get a variance on the shading requirements for the float, which solves a number of problems for us in the design. Once installation of the precast pier sections starts up, the project will progress and be finished very quickly.



*The hoist dock tie-up time was down 14% from last month and down 5% from February 2020. February forklift usage was down 26% from last month and also down 12% over February of last year. Crane usage was down 77% from last month but up 125% over last year in February.*

*Axle counts were down 16% from last month with a total of 243 axles counted in February compared to 291 the previous month. Compared to last year we were up 27% with 191 counted last year in February*

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

Vessels Using the Facility Since My Last Report – NOAA vessels Hi'ialikai, Bell M. Shimada, and Rainier.

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

**South Beach Marina- Chris Urbach, Harbormaster**

We had 475 lunches for a total of 2,854.00 dollars.

**We had the Electrical problem fixed on B dock only to have a problem with reverse polarity pop up and we are waiting on the Electrician to come back to find the problem.**

**We have only been able to interview three people for our maintenance II position, just not getting any applicants.**

**We removed Several Trees in the Annex with the help of PUD.**

**Motel 6 removed a couple trees from the SW corner of the annex the trees were on Motel 6's property.**

**I'm still waiting on the last quote on the painting jobs on the south restroom, maintenance shop and marina store.**

**We have hired Spiro Landscaping to help us keep the grass mowed in the marina RV park.**

**We have received the bolts, washers and nuts for the B dock end tie repair, we are still waiting on the whalers to arrive. We are looking to hire a contractor to do the work.**

**We meet with the electrical engineer on the load center replacement and it has been determined that we will have to use generators to keep the dock energized, I hope this job goes smoothly.**

**I have ordered the GFI breakers for the docks they should slowly start trickling in. They are in short demand and we need 550 of them.**

**Kody and Andrew have been continuing to make landscape improvements in the marina.**