

PORT OF NEWPORT REGULAR MONTHLY COMMISSION MEETING AGENDA

Tuesday, January 22, 2019, 6:00 p.m.
South Beach Activities Room
2120 SE Marine Science Drive, Newport, OR 97365

If you want to comment on a particular agenda item during the meeting, please complete a comment form and submit before the meeting is called to order.

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- X. Calendar/Future Considerations
 - SDAO Annual Conference 2/7 – 2/10/2019
 - Ardor Adventures Run Love Run Race 2/9/2019
 - Commission Work Session, Draft Strategic Business Plan 2/12/19
 - Strategic Business Plan Open House 2/12/19
 - President’s Day, Port Office Closed 2/18/2019
 - Newport Seafood & Wine Festival 2/21 – 2/24/2019
 - Regular Commission Meeting 2/26/19
- XI. Public Comment (3 minutes limit per person)
- XII. Adjournment

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

The Port of Newport South Beach Marina and RV Park Activity Room is accessible to people with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours in advance of the meeting to Port of Newport Administration Office at 541-265-7758.

Link for directions to the RV Park Activity Room: <http://portofnewport.com/rv-parks/map.php>

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PORT OF NEWPORT MINUTES

January 2, 2019

Commission Special Meeting

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

Agenda Item

**Audio
Time**

I. CALL TO ORDER

0:00

Commission President Stewart Lamerdin called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 12:00 pm at the Yaquina Bay Yacht Club, 750 SE Bay Blvd, Newport, Oregon. He reminded those in attendance of the public comment periods and the comment forms available to address a specific agenda item.

Commissioners Present: Walter Chuck (Pos. #1), Secretary/Treasurer; Sara Skamser (Pos. #2), Vice President; Stewart Lamerdin (Pos. #3), President; Jeff Lackey (Pos. #4); and Jim Burke (Pos. #5).

Management and Staff: Teri Dresler, Interim General Manager; Aaron Bretz, Director of Operations; and Karen Hewitt, Administrative Supervisor.

Members of the Public and Media: T. Burchett, ILWU; Y. Fogarty, ILWU; B. Cuder; B. Forsman, ILWU; R. Johnston; K. Johnston; David Olsen; E. Corder, ILWU; Judi Mehrens, ILWU; Mary Botkin, ILWU; Steve Beck; Keith Kaminski, ILWU; Jim Cline, Rogue; John Moody, Pacific Seafood; Josh Hulsey, Pacific Seafood; Wayde Dudley; Barb Dudley; Barrett Tower, ILWU; Mike Storey, F/V Pegasus; Cheryl Harle, Boss FM Radio; Doug Cooper, Hampton Lumber; Jim Seavers, F/V Seeker, F/V Miss Sue; Heather Mann, Midwater Trawlers Cooperative (MTC); Mark Cooper, F/V Perseverance, F/V Predator, F/V Pacific, F/V Leslie Lee; Gil Sylvia, OSU; Bud Shoemake, Port of Toledo; Patti Ferry, Newport Chamber of Commerce; Kaety Jacobson, Lincoln County Commission; Pat Ruddiman, ILWU; Tracy Burchett, ILWU; Rex Capri; Lisa Lackey; Casey Cooper, F/V Pacific, F/V Leslie Lee, F/V Predator; Dean Fleck, Englund Marine; Kurt Cochran, F/V Marathon, F/V New Life, F/V Bay Islander; Kimberlie Cochran, F/V Marathon, F/V New Life, F/V Bay Islander; and David Dahle, Boss Radio 100.7.

II. PUBLIC COMMENT

1:08

Mary Botkin spoke about House Bill 2284 and the intent to expand operations at the Terminal.

Judy Mehrens said she is working with Botkin, and spoke more about the bill and its supporters.

David Olsen spoke about Newport as a fishing port and community.

III. LEGISLATIVE UPDATE – REPRESENTATIVE DAVID GOMBERG

8:25

Lamerdin introduced Gomberg, who was invited to address the process and procedure related to the proposed House Bill 2284. Gomberg said he had conversation with several people in the room, but he was here to share this information publically. He provided notes, appended to the minutes, which summarized his comments. Gomberg said it was very early in the legislative process, but this proposed bill should come as no surprise. He added the issue in Salem is the investment of

public dollars. In response to a question about navigating Salem, Gomberg said the Coastal Caucus is a group of legislators representing coastal districts that meet on a regular basis, and a first step could be for a Commissioner to come and update the Caucus. Once the bill is assigned, the Port should meet with the chair of that committee. Gomberg offered to join in that meeting, after which he could help plan the next steps. Lackey asked if there were other potential port bills. Gomberg said there is a proposed bill regarding public contracts that could affect the Port of Toledo. Gomberg commented on the cosponsors of the bill, two of whom had ports in their districts and others who had commodities. Gomberg suggested it would be valuable to schedule a longer conversation with the Port Commission. He said the port needs to first understand the questions and have answers, look at possible opportunities to maximize investment at the Terminal, look at what can be done about debt load, and look at what to do about getting grants. He suggested this be done before meeting with the committee chair and members.

Heather Mann commented that the deal previously presented for shipping at the Terminal would have been a bad deal for the Port. She said the bill was an assault on fishing, the Terminal is not a mega-shipping facility, and local elections matter.

Steve Beck spoke as a former Port Commissioner about the reasons for turning back the TIGER grant. He commented that the new Teevin deal may be a plan B.

Bud Shoemake said he thought the Port of Newport was on a good track, and suggested working through Mark Landauer of the Oregon Public Ports Association. He added that the Toledo Port Commission does not like the proposed bill and wants to see the Port in local control.

David Jincks, a commercial fisherman and former Commissioner, spoke about issues with shipping in the past and the most recent proposed shipping deal.

Lamerdin commented that the entire Commission will play a role in meeting with legislators.

IV. UPDATE ON PROPOSED SHIPPING OPERATION.....

1:10:14

Dresler introduced the staff report included in the Meeting Packet. She said this is still a very high level discussion with Shawn Teevin, and she was still waiting for a response. Dresler added that there would be some shifting and tightening at the Terminal, but this would be a good challenge. Shawn Teevin told Dresler he would attend a CFUG Committee meeting but is currently out of town. Bretz has spoken with Jim Knight at the Port of Astoria, and will talk with other Ports. Dresler said she would speak with the Port attorney about legal issues and recommendations.

Lackey said that Teevin has a good reputation and he appreciated staff's prep work. He suggested talking to Ports in Washington as well as Oregon. The Commissioners would like to have Shawn Teevin attend a work session.

Mann said that the Commercial Fishing Users Group Committee was enthusiastic about the conversation, its transparency and the willingness of Shawn Teevin to work around dates. She also commented on the use of the Terminal space and the limits of Port Dock 5.

V. PUBLIC COMMENT.....

1:17:25

Tracy Burchett, longshoreman and Newport resident, talked about the bond in 2006 intending to include shipping at the terminal and spoke about improper influence of the Midwater Trawlers Cooperative.

Terry Thompson commented on changes in the fishing industry.

Cheryl Harle asked the Commission to consider hiring Terry Thompson as a General Manager Pro Tem.

Yale Fogarty, longshoreman and lifelong resident, said he had worked with the Port to make the Terminal a multi-use facility and was not anti-fishing. He mentioned the value of shipping dollars to the Port and jobs to the community. The proposed bill was intended to create leadership at the Port.

Kurt Cochran, fisherman, asked the Commission to take its time to come to a decision, and consider that what impacts the fishing industry will impact other businesses.

Rick Beasley asked about pressure on Gomberg from Portland to get trucks off the road and from agriculture for shipping. Lamerdin encouraged Beasley to talk to Bretz and Dresler after the meeting.

Mike Storey, commercial fisherman spoke about the money brought in by fishing at the terminal in response to Fogarty's comments about shipping dollars, and said he had reservations about Salem making decisions for Newport.

Terry Thompson commented that PACWAVE's future use of the Terminal should also be part of the discussion.

David Gomberg encouraged the Commission to focus on moving forward.

Steve Beck suggested the Port build on what it does well and attract more of that business.

Heather Mann commented that there are not enough docks and it was unrealistic to expect the Terminal revenues to pay for the Port. She said she wanted to see shipping that would work together with fishing. She said the bill undermined what has recently happened at the Port.

Rex Capri, commercial fisherman and Newport resident, commented that the Port belongs to the citizens of the district who approved debt to build the Terminal, and the best interests of all of those citizens should be first and foremost.

VI. ADJOURNMENT

1:42:52

Having no further business, the meeting adjourned at 1:45 pm.

ATTESTED:

Stewart Lamerdin, President Pro Tem

Walter Chuck, Secretary/Treasurer Pro Tem

PORT OF NEWPORT MINUTES

December 18, 2018

Regular Commission Meeting

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

Agenda Item

**Audio
Time**

I. CALL TO ORDER

0:00

Commission President Stewart Lamerdin called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 6:00 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

Commissioners Present: Walter Chuck (Pos. #1), Secretary/Treasurer; Sara Skamser (Pos. #2), Vice President; Stewart Lamerdin (Pos. #3), President; Jeff Lackey (Pos. #4); and Jim Burke (Pos. #5).

Management and Staff: Teri Dresler, Interim General Manager; Aaron Bretz, Director of Operations; Mark Harris, Accounting Supervisor; and Karen Hewitt, Administrative Supervisor.

Members of the Public and Media: David Jincks; Matt Frank, TCB; Robert Smith, Commercial Fisherman; Heather Mann, Midwater Trawlers Cooperative (MTC); Steve Beck; Jim Cline, Rogue; Janet Webster, Front St. Marine; Stephen Webster, Front St. Marine; Mike Storey, F/V Pegasus; and Dietmar Goebel.

II. CHANGES TO THE AGENDA

0:08

Lamerdin made a change from the original agenda to move public comment to the beginning of the meeting, followed by the discussion of legislative activity and the remainder of the agenda.

III. PUBLIC COMMENT

0:37

No public comment at this time.

IV. DISCUSSION OF LEGISLATIVE ACTIVITY

0:52

Lamerdin introduced the topic and spoke about a meeting with Skamser, Dresler, Representative Gomberg and himself in late November about Port activities. Dresler was later provided with LC 291 (Legislative Concept) and draft bill language, which are included as an addendum to the Meeting Packet, which addresses a number of issues at the Port of Newport. Dresler also introduced a legislative calendar. She said there is a lot of uncertainty at this point since the legislative session has not begun. Dresler also said that she had received information from and spoke with Mark Landauer, Oregon Public Ports Association. The LC 291 has not yet been adopted as a formal bill. There are several pre-session deadlines and additional deadlines during the legislative session that would precede any adoption of a bill. There will also be committee assignments upcoming, which would take place during the week of January 14th. Dresler said that the Legislative Concept is sponsored by Greg Smith, who has the river shipping ports of Morrow and Umatilla in his district. The Port is planning to have a work session with Gomberg to further discuss the possible bill and an update on the Port. Lamerdin asked if there were opportunities for additional bills to be submitted. Dresler said there can be multiple bills, but she does not have any

information at this point. There was additional discussion among the Commissioners and Dresler about possible paths for approval or amendments to a bill. Dresler said that Gomberg asked the Port Commission to consider what aspects of the proposal they could agree with if amended. Lamerdin said it was important to get input from experts in Salem. Burke said getting input from Port stakeholders and building consensus would be an important role for the Commissioners. Skamser read a prepared statement which is appended to these minutes. Chuck commented that the Commission should stand strong and provide information about what the Port is doing – present the story of where the Port has been and where it is going. Lackey added that one of the Port’s values is serving as a steward of public resources, and referred to the Port’s mission statement. He expressed respect and support for the Port staff leadership. He said the Port of Newport is unique in its resources, and the Commission is working for the benefit of the community. Lamerdin agreed there is a need for more information and cohesion of the Commission. He said that this type of legislation is not in the best interest of the Port District or citizens of Newport. There are challenges, but the Port is on an upswing. He suggested that if this legislation were to move forward, it would be key to get an amendment that would allow the members of the Port District to have a say in the outcome. The Commissioners will have a responsibility to attend meetings in Salem. He suggested the Commission prepare a Resolution to clarify the Port’s position and express its resolve.

Heather Mann, MTC, commented that while more information is to be gathered, this proposal is an affront to the Commission, Port Staff and voters of the Port District. She referred to the submission of the Legislative Concept by a firm working for the ILWU. This proposal is a hindrance to the good work of the Port Commission and staff in moving forward. Mann said there is a coalition that will be working to stop this legislation.

28:40

V. CONSENT CALENDAR.....

32:10

- A. Minutes
 - 1. Joint City Council & Port of Newport
Commission Work Session 11/14/18
- B. DSL Waterway Lease – NOAA
- C. Contracts
 - 1. Rogue House of Spirits/Public Restroom Siding

Chuck asked that the siding contract be removed from the Consent Calendar.

A motion was made by Burke and seconded by Skamser to approve the Consent Calendar. The motion passed 5 – 0,

VI. CORRESPONDENCE/PRESENTATIONS

- A. Stephen Webster, Port Dock 1

33:30

Webster referred to the letter included in the Meeting Packet and the diagram included as a Meeting Packet Addendum. Burke asked that Port counsel review the proposal before making a decision. Chuck commented that it could be a benefit to the Bayfront as an opportunity to bring in independent buyers. Bretz added that there may be mitigation credits lost by the Port. Webster also commented on mitigation issues. There was additional discussion about the structural integrity, use and access at Port Dock 1. Webster indicated that work at the site is anticipated to begin in February 2019. The licensing and permitting processes were also discussed.

B. <u>TCB Security Update</u>	52:35
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Matt Frank, Director of Operations for TCB Security, made a presentation to the Commission, included as an Addendum to the Meeting Packet. He gave an example of a TCB Officer response to a situation. Commissioners asked some questions about the expense and benefits of the service.

VII. OLD BUSINESS

A. <u>Rogue House of Spirits/Public Restroom Siding</u>	1:03:50
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Chuck pointed out this is unbudgeted for the Commission’s awareness. Bretz spoke about the need to complete this project that had been raised by Rogue staff.

A motion was made by Chuck and seconded by Skamser to approve a contract to replace the Rogue House of Spirits/Public Restroom siding not to exceed \$20,000. The motion passed 5 – 0.

B. <u>Pay Equity Corrective Action</u>	1:06:20
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Dresler introduced the Staff Report included in the Meeting Packet, and explained how the review had been conducted by the Port with the consulting of HR Answers. She added that the detailed analysis was available for Commissioners to view in the office if requested. Lackey commented on the value of keeping good employees and suggested the Port in the future look at its systems and policies. Dresler acknowledged that the Port’s classification and compensation schedules do need to be addressed, but was not part of compliance with this law. The Job Analysis Questionnaires could be supplemented by a salary market study to help with this update. SDAO also has a Human Resources consultant available.

A motion was made by Lackey and seconded by Chuck to approve taking the corrective action in rates of pay, effective January 1, 2019, for the five Port employees identified by the pay equity compensation analysis to be under paid by the Port without justification for those pay differences within comparable groups through the exceptions provided by the law. The total amount of corrective actions shall not exceed a total of \$5,851.00, The motion passed 5 – 0.

C. <u>Port Dock 5 Grant Request</u>	1:23:34
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Bretz introduced the Staff Report included in the Meeting Packet. He said the Port now has 18 – 20 Letters of Support. He suggested the Commission consider a Resolution demonstrating commitment to the project. There was some discussion around timing and criteria for the grant, and importance of the project. Bretz said there was some additional work to do to apply for a BUILD grant for additional funding.

D. <u>Rogue Seawall Condition Assessment</u>	1:35:14
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Bretz introduced the Staff Report, along with the Structural Evaluation Report prepared by BergerABAM.

VIII. NEW BUSINESS

A. Commission Meeting Mailing List Policy 1:38:48

Hewitt introduced the Staff Report included in the Meeting Packet. There was discussion about options, and there was consensus to include the option on the sign-in sheet and on the website to be added to the list, along with a yearly email to current mailing list members asking if they'd like to continue to receive emails.

IX. DEPARTMENTAL REPORTS

A. Accounting Supervisor 1:41:04

Harris introduced the Staff Report included in the Meeting Packet. He also provided an update on reviewing the process for capturing revenue and changes that have been made.

B. Director of Operations..... 1:45:34
1. November Occupancy Report

Bretz introduced the Staff Report included in the Meeting Packet. There was some discussion on the cable used for the crane.

C. General Manager..... 1:52:54

Dresler introduced the Staff Report included in the Meeting Packet. She spoke about opportunities for the Commissioners to engage in promoting the Port to elected officials and others, in particular the PNWA Mission to Washington in March, 2019, the SDAO Annual Conference in February, 2019, and the Regional PNWA Meeting on February 26, 2019 at the Port of Portland.

X. COMMISSIONER REPORTS/COMMENTS 2:05:00

Burke spoke about meeting with EPA and ODFW regarding mitigation, and some discussion about sea lions. Skamser talked about attending the celebration of life for Don Matthews. She mentioned the upcoming meeting for the CFUG Committee. Chuck said he attended the Ocean Policy Advisory Council Meeting on December 7th, which included information about updating the Oregon oil spill response plan. Lamerdin said he spoke with Newport News-Times staff and a future piece to be submitted. He attended a City Council Meeting, the City Visioning meeting, a meeting with the City Manager regarding LC 291, and the Cascades West Council of Governments Meeting. He suggested ways to remind people about the public comment opportunities at meetings.

XI. CALENDAR/FUTURE CONSIDERATIONS 2:12:14

Christmas Holiday, Port Office Closed..... 12/25/18
New Year's Holiday, Port Office Closed..... 1/1/19
Resolution Run & Polar Bear Plunge 1/5/19
Martin Luther King Day, Port Office Closed..... 1/21/19
Regular Commission Meeting 1/22/19
SDAO Annual Conference..... 2/7 – 2/10/19
Presidents' Day, Port Office Closed 2/18/19
Newport Seafood & Wine Festival 2/21 – 2/24/19

There were no changes to the Calendar/Future Considerations. Dresler reiterated that the CFUG Committee would be meeting on December 20th.

XII. PUBLIC COMMENT

2:13:20

Heather Mann, MTC, thanked the Commissioner for the letter of support for the buyback loan. She spoke about Newport as included in NOAAs annual fisheries report.

Lamerdin commented on ways information could be shared on the Port’s website.

David Jincks commented on the positive way the Commission and staff were working together, and spoke about LC 291. He spoke about the differences between the situations in Coos Bay and the Port of Newport. He said that most people are not well informed about what the Port of Newport has to offer. He said that the fishing industry would be looking to kill the proposed legislation, not amend it. He also spoke about the Port Dock 1 and Steve Webster’s project. He suggested staff review the weight limits for the portion of the Terminal constructed over the Hennebique. He commented on the importance of staying in touch with the PNWA.

XIII. ADJOURNMENT

2:22:12

Having no further business, the meeting adjourned at 8:22 pm.

ATTESTED:

Stewart Lamerdin, President

Walter Chuck, Secretary/Treasurer

December 18, 2018
Sara Skamser's Prepared Statement
Port of Newport
Commission Regular Meeting
Discussion of Legislative Activity

“I feel that this is an aggressive move against the Port of Newport, and if realized, does nothing to improve the Port of Newport, City of Newport, Lincoln County or the State of Oregon. The current Commission has been through a rough patch these last couple of years. We have overcome our internal struggles of trust and dysfunction to realize that all five of us ran to be elected to the Port Commission for one reason and one reason only, to help make the Port of Newport a better place. We are actually more diverse in our history and interactions in Newport than one might think. We have successfully hired an interim manager who has brought her skills to bear on many of the housekeeping and more important administrative skills to increase the efficiency of the staff and the Commission already. We are all pulling in the same direction and have made decisions together to move forward, including a plan to outreach to our City, County and State representatives, and also to our customers and district tax payers to keep them up to speed on Port activity. We are working closely with Rondys Inc., and their build-out at McLean Point. We have a shovel ready project to replace the Port Dock 5 pier, which is a main artery to all the business relying on access to their vessels. We have voted to hire a consulting firm to write our 5-year Strategic Business Plan that includes a deep dive into maximizing the use of the Terminal. And most importantly, the Commission is now doing its job – which is making policy. It is unfortunate that this pending possible action from the State just increases the headwinds we face as we tackle the challenges at the Port of Newport. We will continue to put one foot in front of the other irregardless. That is what the Port District tax payers and customers expect.”

PORT OF NEWPORT MINUTES

December 12, 2018

Commission Special Meeting

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

Agenda Item

**Audio
Time**
0:00

I. CALL TO ORDER

Commission President Stewart Lamerdin called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 12:02 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

Commissioners Present: Walter Chuck (Pos. #1), Secretary/Treasurer; Sara Skamser (Pos. #2), Vice President; Stewart Lamerdin (Pos. #3), President; and Jeff Lackey (Pos. #4). Jim Burke (Pos. #5) arrived at 12:07 pm.

Management and Staff: Teri Dresler, Interim General Manager; and Karen Hewitt, Administrative Supervisor.

Members of the Public and Media: No members of the public or media were present.

I. PUBLIC COMMENT

There was no public comment.

II. GENERAL MANAGER SEARCH COMMITTEE REQUEST TO EXTEND TIMELINE.

0:11

A. Staff Report

Lamerdin declared an actual conflict of interest and did not participate in the discussion or vote. Skamser acted as Chair for the remainder of the meeting.

Dresler introduced the staff report and proposed revised timeline from Bill Anderson, consultant from SDAO. She commented on dates that correspond to holidays, and Newport schools' Spring Break, and other dates that should be considered in the timeline. Burke and Skamser spoke about the discussion in the selection committee regarding the choices of dates. There was discussion about shortening the timeline, the timing of background checks, the Commission reserving the right to complete some background research, the salary offered, and veterans' preference.

0:30

A motion was made by Burke and seconded by Lackey to adopt the following timeline for General Manager Recruitment:

December 31, 2018	Recruitment Period Opens, Special Districts Association of Oregon (SDAO) posts job description and profile.
February 8, 2019	Recruitment Period Closes at 4:00 PM
Week of Feb. 13, 2019	Candidate resumes to Search Committee for review and ranking.

Search Committee – George Dunkel, Teri Dresler,
2- Commissioners, 2-Community Members.

Week of Feb. 15, 2019 Search Committee Meeting in Newport to create a list of semi-finalists.

March 3, 2019 4 pm – 6 pm Community Open House for candidates.

March 4, 2019 Interviews: All Commissioners, 4 – 5 Community Members. Simultaneously Port staff conduct walking tours/interviews of limited number of facilities.

March 5, 2019 Board of Commissioners Meeting and possible announcement of contingent offer to new General Manager.

Week of March 18, 2019 Complete Background Checks and Final Agreement with final Candidate.
Regular Monthly Meeting is scheduled for March 26, 2019.

April 1 - 15, 2019 Projected start date for new General Manager.

The motion passed 4 – 0. (Lamerdin abstained.)

45:30

III. PUBLIC COMMENT

There was no public comment.

IV. ADJOURNMENT

46:01

Having no further business, the meeting adjourned at 12:46 pm.

ATTESTED:

Stewart Lamerdin, President Pro Tem

Walter Chuck, Secretary/Treasurer Pro Tem

PORT OF NEWPORT MINUTES

November 27, 2018
Regular Commission Meeting

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

Agenda Item

**Audio
Time**
0:00

I. CALL TO ORDER

Commission President Stewart Lamerdin called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 6:00 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

Commissioners Present: Sara Skamser (Pos. #2), Vice President; Stewart Lamerdin (Pos. #3), President; Jeff Lackey (Pos. #4); and Jim Burke (Pos. #5). Walter Chuck (Pos. #1), Secretary/Treasurer, was absent.

Management and Staff: Teri Dresler, Interim General Manager; Aaron Bretz, Director of Operations; Mark Harris, Accounting Supervisor; and Karen Hewitt, Administrative Supervisor.

Members of the Public and Media: Doug Cooper, Hampton Lumber; Wayde Dudley, Port of Newport Mates; Barb Dudley, Port of Newport Mates; Jim Cline, Rogue; Jim Shaw, South Beach resident; Rec Capri, Newport resident; Josh Hulsey, South Beach resident; Dietmar Goebel, Newport City Council.

II. CHANGES TO THE AGENDA

0:29

There were no changes to the Agenda

III. PUBLIC COMMENT

0:33

Rex Capri commented that the Port should prioritize a plan to implement new users at the International Terminal.

IV. CONSENT CALENDAR.....

2:12

A. Minutes:

- 1. Regular Commission Meeting 10/23/18
- 2. Commission Special Meeting 11/13/18

B. Financial Reports

Skamser commented on the value of the financial reports in showing trends from year to year.

A motion was made by Burke and seconded by Lackey to approve the Consent Calendar. The motion passed 4 – 0.

3:31

V. OLD BUSINESS

A. Items Removed from Consent Calendar

There were no items removed from the Consent Calendar.

B. Accounts Paid 3:35

Lamerdin expressed approval for the new layout.

VI. NEW BUSINESS

A. Website Preview 4:33

Hewitt introduced the Staff report and showed a preview of a new site online at portofnewport.specialdistrict.com. There was consensus to move forward with implementing the new site January 1, 2019. The Commission provided some feedback. Hewitt will ask for additional feedback by email.

VII. STAFF REPORTS

A. Accounting Supervisor..... 29:12

Harris introduced the Staff Report. He added that staff is moving forward with consolidating accounts and reviewing interest rates. Harris said that Todd Kimball is working on a Finance Policy Manual, Procurement Manual, and a Collections and Seizures Policy, in addition to helping with the audit. Dresler said she had asked Kimball to do a financial analysis for the Strategic Business Planning, which will be presented to the Commission and the economic consultant from BST, Brian Winningham.

B. Director of Operations..... 35:49

Bretz introduced the Staff Report. He added that there are more Dungeness crab boats this year than in the past. He said that the increased demand for sand presented a coordination challenge. There was discussion about the hoist dock electrical system and possible improvements. Bretz explained the photos of the sand on the McLean Point site.

Bretz also discussed the meeting he attended for the Yaquina Bay Brownfields initiative. Commissioners asked Bretz about the EDA Grant and an OPPA Grant opportunities. Bretz suggested the Port proceed with the grant applications, but have a contingency funding plan if one or more grants weren't awarded to the Port.

The Commissioners commented that the TCB report included too much detail, and asked for a summary report in the future. Bretz said he had recently met with TCB. The City of Newport had ended the contract with TCB for parking enforcement, so they have more time for enforcement at

the Port. Bretz added that staff had asked that parking passes also be issued for parking at the International Terminal.

C. General Manager.....

1:12:03

Dresler introduced the Staff Report. She provided a summary of the recent activity with the consultants at BergerABAM for the Strategic Business Plan. She said it would be important that the Port team has a road map to follow, and the Commission to know where the Port was headed. Dresler said that she should hear back before the end of the year about a timeline for the next steps in the planning process.

As for the Oregon Pay Equity Law project, Dresler advised that the Port staff will next be working on determining the financial impact and a clear compensation schedule. Dresler said she was working on timing for the recruitment of the Director of Business Operations, and had spoken with George Dunkel at SDAO about the status of the General Manager recruitment. Dresler updated the commission of the activity on the General Manager recruitment.

Dresler shared some information about conversations with Harris and Kimball about the extension request for the audit. Kimball said he doesn't anticipate any penalties or issues, but this is not a good practice to get into. There was some discussion about rotating auditors, and Harris advised that the current contract with Signe Grimstead was in its last of five years.

Dresler added to the EDA grant discussion and the Port Dock 5 Pier access project, stating the need to work together to build support with Business Oregon by meeting with elected officials and getting letter of support. There is a need for strategic communication. She proposed meeting with Representative Gomberg, and will reach out to his staff to schedule. There will be an opportunity to talk with individuals at the federal level at the PNW Mission to Washington in March; Dresler suggested the General Manager and some Commissioners should attend.

Dresler said she had also talked with George Dunkel about scheduling board training in February, which would include inviting other public bodies. She added that she was looking for a part-time communications person who could also tune up material for the website.

VIII. COMMISSIONER REPORTS/COMMENTS.....

1:40:36

Lackey suggested taking a look to see if all revenue is being captured at the Port; Dresler said she is working with Bretz and Harris about tightening up the process.

Skamser commented that fishermen were asking about the Commercial Fishing Users Group Committee, and suggested that there be a meeting held after the holidays.

Lamerdin said that he and Dresler has presented information to the Newport City Council about the Port's Strategic Business Plan process after the SWOT Analysis meeting.

IX. CALENDAR/FUTURE CONSIDERATIONS	1:45:45
Association of Pacific Ports Seminar	11/29/18
Port Holiday Party	12/07/18
Cascades West Area Commission on Transportation Meeting	12/13/18
Regular Commission Meeting	12/18/18
Christmas Holiday – Office Closed	12/25/18

There were no changes to the Calendar/Future Considerations.

X. PUBLIC COMMENT	1:46:14
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There was no public comment at this time

XI. ADJOURNMENT	1:46:30
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Having no further business, the meeting adjourned at 7:46 pm.

ATTESTED:

Stewart Lamerdin, President

Walter Chuck, Secretary/Treasurer

PORT OF NEWPORT MINUTES

November 19, 2018
Commission Work Session

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

Agenda Item

**Audio
Time**
0:00

I. CALL TO ORDER

Commission President Stewart Lamerdin called the Commission Work Session of the Port of Newport Board of Commissioners to order at 4:03 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

Commissioners Present: Walter Chuck (Pos. #1), Secretary/Treasurer; Sara Skamser (Pos. #2), Vice President; Stewart Lamerdin (Pos. #3), President; Jeff Lackey (Pos. #4); and Jim Burke (Pos. #5).

Management and Staff: Teri Dresler, Interim General Manager; Aaron Bretz, Director of Operations; Chris Urbach, Recreational Harbormaster; Bill Hewitt, RV Park Supervisor; Becca Bishop, Accounting Clerk; Annie Tarr, Accounting Clerk; and Karen Hewitt, Administrative Supervisor.

BergerABAM Consulting Staff: Scott Keillor, Nicole McDermott, and Brian Winningham

Members of the Public and Media: Clay Moore, RV Park Host; Ed Backus, Collaborative Fisheries Associates, LLC; and Rick Beasley, Newport News-Times.

II. Strategic Business Planning SWOT Analysis with Commissioners and Port staff lead by BergerABAM

1:23

The team from BergerABAM asked for input from the Commissioners, staff and public on the Port’s Strengths, Weaknesses, Opportunities and Threats. The information was collected by the BergerABAM team and will be compiled to inform a draft of a Strategic Business Plan for the Port of Newport. Keillor mentioned the opportunity the following evening for the public to attend an open house.

1:53:56

III. ADJOURNMENT

Having no further business, the meeting adjourned at 5:56 pm.

ATTESTED:

Stewart Lamerdin, President Pro Tem

Walter Chuck, Secretary/Treasurer Pro Tem

Port of Newport - General Operating Fund

Balance Sheet

As of December 31, 2018

	Dec 31, 18	Dec 31, 17	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
11000 · Cash & Equivalents	2,861,215	2,618,148	243,066
Total Checking/Savings	2,861,215	2,618,148	243,066
Accounts Receivable			
11200 · Accounts Receivable	439,379	341,511	97,868
Total Accounts Receivable	439,379	341,511	97,868
Other Current Assets			
11250 · AR Property Tax	10,335	10,335	0
11255 · Allow for Bad Debt - CM	(20,000)	(20,000)	0
11260 · Allow for Bad Debt - SB	(10,000)	(10,000)	0
11270 · Undeposited Funds	0	4,939	(4,939)
11300 · Prepaid Expenses	68,819	36,934	31,885
11400 · Due from Other Funds	126,159	87,680	38,478
11480 · PERS - NPA(L)	(635,021)	(635,021)	0
11485 · PERS - Deferred OF	369,154	369,154	0
Total Other Current Assets	(90,555)	(155,979)	65,423
Total Current Assets	3,210,038	2,803,680	406,358
Fixed Assets			
11500 · Capital Assets	77,538,301	80,525,304	(2,987,003)
Total Fixed Assets	77,538,301	80,525,304	(2,987,003)
TOTAL ASSETS	80,748,339	83,328,984	(2,580,645)
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
12000 · Accounts Payable	145,029	244,902	(99,874)
Total Accounts Payable	145,029	244,902	(99,874)
Other Current Liabilities			
12020 · Lodging/Room Tax Payable	1,739	1,418	320
12100 · Payroll Liabilities	96,870	43,253	53,617
12200 · Due to other Funds	0	13,247	(13,247)
12250 · Deferred Revenue	231,572	195,452	36,120
12300 · Accrued Interest Payable	18,037	9,833	8,204
12350 · Current Portion-Long Term Debt	528,337	458,179	70,158
Total Other Current Liabilities	876,555	721,383	155,172
Total Current Liabilities	1,021,584	966,285	55,298
Long Term Liabilities			
12380 · 2013 FF&C Bond Premium	115,146	115,146	0
12400 · Long Term Debt	7,130,463	7,613,525	(483,062)
12900 · PERS - Deferred IF	109,947	109,947	0
Total Long Term Liabilities	7,355,555	7,838,618	(483,062)
Total Liabilities	8,377,139	8,804,903	(427,764)

Port of Newport - General Operating Fund

Balance Sheet

As of December 31, 2018

	<u>Dec 31, 18</u>	<u>Dec 31, 17</u>	<u>\$ Change</u>
Equity			
13000 · Fund Balance	64,774,875	67,022,657	(2,247,783)
13050 · FB - Contributed Capital	7,130,788	7,130,788	0
13210 · FB - Loan Proceeds	0	(35,303)	35,303
Net Income	465,537	405,938	59,599
Total Equity	<u>72,371,200</u>	<u>74,524,081</u>	<u>(2,152,881)</u>
TOTAL LIABILITIES & EQUITY	<u>80,748,339</u>	<u>83,328,984</u>	<u>(2,580,645)</u>

Port of Newport - General Operating Fund
Profit & Loss Budget vs. Actual
 July through December 2018

	<u>Jul - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
14000 · Lease Revenues	345,160	687,000	(341,840)	50%
14100 · Moorage	707,110	1,323,310	(616,200)	53%
14200 · Hoist Dock & Services	367,014	661,370	(294,356)	55%
14300 · Shipping Terminal Revenues	1,560	0	1,560	100%
14400 · RV Parks	632,068	960,000	(327,932)	66%
14500 · Launch Ramp & Trailer Storage	49,362	112,200	(62,838)	44%
14600 · Miscellaneous Revenue	61,567	132,020	(70,453)	47%
Total Income	<u>2,163,840</u>	<u>3,875,900</u>	<u>(1,712,060)</u>	<u>56%</u>
Gross Profit	2,163,840	3,875,900	(1,712,060)	56%
Expense				
15000 · Personnel Services	658,615	1,530,000	(871,385)	43%
16000 · Materials & Services	798,541	1,702,200	(903,659)	47%
17000 · Debt Service	372,017	883,714	(511,697)	42%
Total Expense	<u>1,829,173</u>	<u>4,115,914</u>	<u>(2,286,741)</u>	<u>44%</u>
Net Ordinary Income	334,667	(240,014)	574,681	(139)%
Other Income/Expense				
Other Income				
18100 · Property Tax Revenue	100,710	102,000	(1,290)	99%
18200 · Interest Income	7,154	8,000	(846)	89%
18300 · Grants	1,800	88,050	(86,250)	2%
18500 · Capital Contributions	0	34,500	(34,500)	0%
18600 · Gain/(Loss) on Sale of Assets	(8,374)	0	(8,374)	100%
18700 · Property & Dredge Sales	54,679	5,000	49,679	1,094%
Total Other Income	<u>155,969</u>	<u>237,550</u>	<u>(81,581)</u>	<u>66%</u>
Other Expense				
19000 · Capital Outlay	25,099	30,000	(4,901)	84%
19600 · Contingency	0	150,000	(150,000)	0%
19700 · Transfers Out to Other Funds	0	274,792	(274,792)	0%
19902 · UEFB	0	1,271,962	(1,271,962)	0%
Total Other Expense	<u>25,099</u>	<u>1,726,754</u>	<u>(1,701,655)</u>	<u>1%</u>
Net Other Income	130,870	(1,489,204)	1,620,074	(9)%
Net Income	<u><u>465,537</u></u>	<u><u>(1,729,218)</u></u>	<u><u>2,194,755</u></u>	<u><u>(27)%</u></u>

Port of Newport - General Operating Fund
Profit & Loss Budget vs. Actual - Administration
 July through December 2018

	Jul - Dec 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
14000 · Lease Revenues	34,282	0	34,282	100%
14600 · Miscellaneous Revenue	8,118	34,800	(26,682)	23%
Total Income	<u>42,400</u>	<u>34,800</u>	<u>7,600</u>	<u>122%</u>
Gross Profit	42,400	34,800	7,600	122%
Expense				
15000 · Personnel Services	236,203	594,278	(358,075)	40%
16000 · Materials & Services	189,927	518,051	(328,124)	37%
17000 · Debt Service	8,936	121,350	(112,414)	7%
Total Expense	<u>435,066</u>	<u>1,233,679</u>	<u>(798,613)</u>	<u>35%</u>
Net Ordinary Income	(392,666)	(1,198,879)	806,213	33%
Other Income/Expense				
Other Income				
18100 · Property Tax Revenue	100,710	102,000	(1,290)	99%
18200 · Interest Income	7,154	8,000	(846)	89%
18500 · Capital Contributions	0	34,500	(34,500)	0%
Total Other Income	<u>107,864</u>	<u>144,500</u>	<u>(36,636)</u>	<u>75%</u>
Other Expense				
19600 · Contingency	0	150,000	(150,000)	0%
19700 · Transfers Out to Other Funds	0	274,792	(274,792)	0%
19902 · UEFB	0	1,271,962	(1,271,962)	0%
Total Other Expense	<u>0</u>	<u>1,696,754</u>	<u>(1,696,754)</u>	<u>0%</u>
Net Other Income	<u>107,864</u>	<u>(1,552,254)</u>	<u>1,660,118</u>	<u>(7)%</u>
Net Income	<u><u>(284,802)</u></u>	<u><u>(2,751,133)</u></u>	<u><u>2,466,331</u></u>	<u><u>10%</u></u>

Port of Newport - General Operating Fund
Profit & Loss Budget vs. Actual - International Terminal
 July through December 2018

	<u>Jul - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
14100 · Moorage	52,908	100,000	(47,092)	53%
14200 · Hoist Dock & Services	181,563	314,600	(133,037)	58%
14300 · Shipping Terminal Revenues	1,560	0	1,560	100%
14600 · Miscellaneous Revenue	2,609	0	2,609	100%
Total Income	<u>238,640</u>	<u>414,600</u>	<u>(175,960)</u>	<u>58%</u>
Gross Profit	238,640	414,600	(175,960)	58%
Expense				
15000 · Personnel Services	41,536	74,623	(33,087)	56%
16000 · Materials & Services	89,669	143,702	(54,033)	62%
17000 · Debt Service	158,959	506,581	(347,622)	31%
Total Expense	<u>290,164</u>	<u>724,906</u>	<u>(434,742)</u>	<u>40%</u>
Net Ordinary Income	(51,524)	(310,306)	258,782	17%
Other Income/Expense				
Other Income				
18300 · Grants	0	86,250	(86,250)	0%
18700 · Property & Dredge Sales	50,623			
Total Other Income	<u>50,623</u>	<u>86,250</u>	<u>(35,627)</u>	<u>59%</u>
Other Expense				
19000 · Capital Outlay	1,200	0	1,200	100%
Total Other Expense	<u>1,200</u>	<u>0</u>	<u>1,200</u>	<u>100%</u>
Net Other Income	<u>49,423</u>	<u>86,250</u>	<u>(36,827)</u>	<u>57%</u>
Net Income	<u>(2,101)</u>	<u>(224,056)</u>	<u>221,955</u>	<u>1%</u>

Port of Newport - General Operating Fund
Profit & Loss Budget vs. Actual - Commercial Marina
 July through December 2018

	<u>Jul - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
14100 · Moorage	253,016	454,800	(201,784)	56%
14200 · Hoist Dock & Services	178,421	339,150	(160,729)	53%
14600 · Miscellaneous Revenue	4,805	3,350	1,455	143%
Total Income	<u>436,242</u>	<u>797,300</u>	<u>(361,058)</u>	<u>55%</u>
Gross Profit	436,242	797,300	(361,058)	55%
Expense				
15000 · Personnel Services	148,458	282,245	(133,787)	53%
16000 · Materials & Services	151,222	326,200	(174,978)	46%
17000 · Debt Service	6,856	11,450	(4,594)	60%
Total Expense	<u>306,536</u>	<u>619,895</u>	<u>(313,359)</u>	<u>49%</u>
Net Ordinary Income	129,706	177,405	(47,699)	73%
Other Income/Expense				
Other Expense				
19000 · Capital Outlay	12,981	14,000	(1,019)	93%
Total Other Expense	<u>12,981</u>	<u>14,000</u>	<u>(1,019)</u>	<u>93%</u>
Net Other Income	<u>(12,981)</u>	<u>(14,000)</u>	<u>1,019</u>	<u>93%</u>
Net Income	<u>116,725</u>	<u>163,405</u>	<u>(46,680)</u>	<u>71%</u>

Port of Newport - General Operating Fund
Profit & Loss Budget vs. Actual - South Beach
 July through December 2018

	<u>Jul - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
14100 · Moorage	397,154	768,510	(371,356)	52%
14200 · Hoist Dock & Services	4,509	7,620	(3,111)	59%
14400 · RV Parks	632,068	960,000	(327,932)	66%
14500 · Launch Ramp & Trailer Storage	49,362	112,200	(62,838)	44%
14600 · Miscellaneous Revenue	46,035	93,870	(47,835)	49%
Total Income	<u>1,129,128</u>	<u>1,942,200</u>	<u>(813,072)</u>	<u>58%</u>
Gross Profit	1,129,128	1,942,200	(813,072)	58%
Expense				
15000 · Personnel Services	198,486	423,826	(225,340)	47%
16000 · Materials & Services	365,290	714,247	(348,957)	51%
17000 · Debt Service	182,291	214,383	(32,092)	85%
Total Expense	<u>746,067</u>	<u>1,352,456</u>	<u>(606,389)</u>	<u>55%</u>
Net Ordinary Income	383,061	589,744	(206,683)	65%
Other Income/Expense				
Other Income				
18300 · Grants	1,800	1,800	0	100%
18600 · Gain/(Loss) on Sale of Assets	(8,374)	0	(8,374)	100%
18700 · Property & Dredge Sales	4,056	5,000	(944)	81%
Total Other Income	<u>(2,518)</u>	<u>6,800</u>	<u>(9,318)</u>	<u>(37)%</u>
Other Expense				
19000 · Capital Outlay	10,918	16,000	(5,082)	68%
Total Other Expense	<u>10,918</u>	<u>16,000</u>	<u>(5,082)</u>	<u>68%</u>
Net Other Income	<u>(13,436)</u>	<u>(9,200)</u>	<u>(4,236)</u>	<u>146%</u>
Net Income	<u><u>369,625</u></u>	<u><u>580,544</u></u>	<u><u>(210,919)</u></u>	<u><u>64%</u></u>

Port of Newport - General Operating Fund
Profit & Loss Budget vs. Actual - Maintenance Department
 July through December 2018

	<u>Jul - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
15000 · Personnel Services	33,932	155,028	(121,096)	22%
16000 · Materials & Services	1,278	0	1,278	100%
Total Expense	<u>35,209</u>	<u>155,028</u>	<u>(119,819)</u>	<u>23%</u>
Net Ordinary Income	<u>(35,209)</u>	<u>(155,028)</u>	<u>119,819</u>	<u>23%</u>
Net Income	<u>(35,209)</u>	<u>(155,028)</u>	<u>119,819</u>	<u>23%</u>

Port of Newport - General Operating Fund
Profit & Loss Budget vs. Actual - Leased Properties
 July through December 2018

	<u>Jul - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
14000 · Lease Revenues	310,878	687,000	(376,122)	45%
14100 · Moorage	4,032	0	4,032	100%
14200 · Hoist Dock & Services	2,520	0	2,520	100%
Total Income	<u>317,430</u>	<u>687,000</u>	<u>(369,570)</u>	<u>46%</u>
Gross Profit	317,430	687,000	(369,570)	46%
Expense				
16000 · Materials & Services	1,155	0	1,155	100%
17000 · Debt Service	14,975	29,950	(14,975)	50%
Total Expense	<u>16,131</u>	<u>29,950</u>	<u>(13,819)</u>	<u>54%</u>
Net Ordinary Income	<u>301,300</u>	<u>657,050</u>	<u>(355,750)</u>	<u>46%</u>
Net Income	<u>301,300</u>	<u>657,050</u>	<u>(355,750)</u>	<u>46%</u>

Port of Newport - NOAA Fund

Balance Sheet

As of December 31, 2018

	Dec 31, 18	Dec 31, 17	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
51000 · Cash & Equivalents	5,642,034	5,411,249	230,785
Total Checking/Savings	5,642,034	5,411,249	230,785
Other Current Assets			
51300 · Prepaid Expenses	24,405	14,580	9,825
51400 · Due from Other Funds	0	363	(363)
51480 · Net Pension Asset	(45,912)	(45,912)	0
51485 · PERS - Derfered OF	26,690	26,690	0
Total Other Current Assets	5,183	(4,279)	9,463
Total Current Assets	5,647,217	5,406,969	240,248
TOTAL ASSETS	5,647,217	5,406,969	240,248
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
52000 · Accounts Payable	82,598	3,382	79,216
Total Accounts Payable	82,598	3,382	79,216
Other Current Liabilities			
52105 · Accrued Payroll	712	0	712
52110 · Accrued PTO	5,887	6,281	(394)
52115 · Payroll Taxes & Deducts Payable	301	0	301
52200 · Due to Other Funds	2,871	7,394	(4,523)
52300 · Accrued Interest Payable	447,306	462,477	(15,171)
52350 · Current Portion Long-Term Debt	945,000	910,000	35,000
Total Other Current Liabilities	1,402,077	1,386,153	15,925
Total Current Liabilities	1,484,675	1,389,535	95,140
Long Term Liabilities			
52400 · Long-Term Debt	18,931,284	19,841,284	(910,000)
52800 · Less Current Portion LT Debt	(945,000)	(910,000)	(35,000)
52900 · PERS - Deferred IF	7,949	7,949	0
Total Long Term Liabilities	17,994,233	18,939,233	(945,000)
Total Liabilities	19,478,908	20,328,768	(849,860)
Equity			
53000 · Fund Balance	(13396983)	(14534551)	1,137,568
Net Income	(434,708)	(387,248)	(47,460)
Total Equity	(13831691)	(14921799)	1,090,108
TOTAL LIABILITIES & EQUITY	5,647,217	5,406,969	240,248

Port of Newport - NOAA Fund
Profit & Loss Budget vs. Actual
 July through December 2018

	Jul - Dec 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
54000 · Lease Revenue	1,272,331	2,544,000	(1,271,669)	50%
Total Income	1,272,331	2,544,000	(1,271,669)	50%
Expense				
55000 · Personnel Services	37,507	78,306	(40,799)	48%
56000 · Materials & Services	203,215	750,500	(547,285)	27%
57000 · Debt Service	1,481,767	1,997,271	(515,504)	74%
Total Expense	1,722,489	2,826,077	(1,103,588)	61%
Net Ordinary Income	(450,158)	(282,077)	(168,081)	160%
Other Income/Expense				
Other Income				
58200 · Interest Income	10,291	12,000	(1,709)	86%
58800 · Miscellaneous Revenue	5,159	950	4,209	543%
Total Other Income	15,450	12,950	2,500	119%
Other Expense				
59000 · Capital Outlay	0	86,000	(86,000)	0%
59600 · Contingency	0	100,000	(100,000)	0%
59900 · Reserved for Future Expenditure	0	150,000	(150,000)	0%
59902 · UEFB	0	5,113,023	(5,113,023)	0%
Total Other Expense	0	5,449,023	(5,449,023)	0%
Net Other Income	15,450	(5,436,073)	5,451,523	(0)%
Net Income	(434,708)	(5,718,150)	5,283,442	8%

Port of Newport - Facility Maintenance Reserve Fund

Balance Sheet

As of December 31, 2018

	<u>Dec 31, 18</u>	<u>Dec 31, 17</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
31000 · Cash & Cash Equivalents	131,145	72,377	58,768
Total Checking/Savings	<u>131,145</u>	<u>72,377</u>	<u>58,768</u>
Total Current Assets	<u>131,145</u>	<u>72,377</u>	<u>58,768</u>
TOTAL ASSETS	<u>131,145</u>	<u>72,377</u>	<u>58,768</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
32000 · Accounts Payable	118,409	78,487	39,922
Total Accounts Payable	<u>118,409</u>	<u>78,487</u>	<u>39,922</u>
Total Current Liabilities	<u>118,409</u>	<u>78,487</u>	<u>39,922</u>
Total Liabilities	<u>118,409</u>	<u>78,487</u>	<u>39,922</u>
Equity			
33000 · Fund Balance	31,045	22,323	8,722
33020 · FB - Assigned for Future Expend	100,000	50,000	50,000
Net Income	<u>(118,309)</u>	<u>(78,432)</u>	<u>(39,877)</u>
Total Equity	<u>12,736</u>	<u>(6,109)</u>	<u>18,845</u>
TOTAL LIABILITIES & EQUITY	<u>131,145</u>	<u>72,377</u>	<u>58,768</u>

Port of Newport - Facility Maintenance Reserve Fund

Profit & Loss Budget vs. Actual

July through December 2018

	Jul - Dec 18	Budget	\$ Over Budget	% of Budget
Other Income/Expense				
Other Income				
38200 · Interest Income	100	100	(0)	100%
38900 · Transfers In				
38902 · Transfers In from General Fund	0	264,792	(264,792)	0%
Total 38900 · Transfers In	0	264,792	(264,792)	0%
Total Other Income	100	264,892	(264,792)	0%
Other Expense				
39000 · Capital Outlay				
39303 · PD5 Pier Engineering	110,733	86,625	24,108	128%
39306 · PD5 & 7 Pile Replacement	1,223	120,000	(118,777)	1%
39307 · Fuel Dock Solenoid Valve	6,453	15,000	(8,547)	43%
39308 · Electric Load Centers - RM	0	38,000	(38,000)	0%
Total 39000 · Capital Outlay	118,409	259,625	(141,216)	46%
39600 · Contingency	0	10,000	(10,000)	0%
39900 · Reserved for Future Expenditure	0	50,000	(50,000)	0%
Total Other Expense	118,409	319,625	(201,216)	37%
Net Other Income	(118,309)	(54,733)	(63,576)	216%
Net Income	(118,309)	(54,733)	(63,576)	216%

Port of Newport - Construction Fund

Balance Sheet

As of December 31, 2018

	Dec 31, 18	Dec 31, 17	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
41000 · Cash & Cash Equivalents	36,007	47,984	(11,977)
Total Checking/Savings	36,007	47,984	(11,977)
Total Current Assets	36,007	47,984	(11,977)
TOTAL ASSETS	36,007	47,984	(11,977)
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
42000 · Accounts Payable	4,879	2,195	2,684
Total Accounts Payable	4,879	2,195	2,684
Other Current Liabilities			
42200 · Due To Other funds	0	1,800	(1,800)
Total Other Current Liabilities	0	1,800	(1,800)
Total Current Liabilities	4,879	3,995	884
Total Liabilities	4,879	3,995	884
Equity			
43000 · Fund Balance	41,932	52,840	(10,908)
Net Income	(10,804)	(8,851)	(1,953)
Total Equity	31,128	43,989	(12,860)
TOTAL LIABILITIES & EQUITY	36,007	47,984	(11,977)

Port of Newport - Construction Fund

Profit & Loss Budget vs. Actual

July through December 2018

	<u>Jul - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Income/Expense				
Other Income				
48200 · Interest Income	75	120	(45)	62%
48900 · Transfers In from Other Funds				
48902 · Transfers In from General Fund	<u>0</u>	<u>10,000</u>	<u>(10,000)</u>	<u>0%</u>
Total 48900 · Transfers In from Other Funds	<u>0</u>	<u>10,000</u>	<u>(10,000)</u>	<u>0%</u>
Total Other Income	75	10,120	(10,045)	1%
Other Expense				
49000 · Capital Outlay				
49400 · Construction & Management	879			
49500 · Rogue Brewery Seawall Eval	10,000	10,000	0	100%
49501 · RV Park Annex Upgarde	<u>0</u>	<u>18,000</u>	<u>(18,000)</u>	<u>0%</u>
Total 49000 · Capital Outlay	10,879	28,000	(17,121)	39%
49600 · Contingency	0	10,000	(10,000)	0%
49900 · Unappropriated Ending FB	<u>0</u>	<u>16,175</u>	<u>(16,175)</u>	<u>0%</u>
Total Other Expense	<u>10,879</u>	<u>54,175</u>	<u>(43,296)</u>	<u>20%</u>
Net Other Income	<u>(10,804)</u>	<u>(44,055)</u>	<u>33,251</u>	<u>25%</u>
Net Income	<u>(10,804)</u>	<u>(44,055)</u>	<u>33,251</u>	<u>25%</u>

Port of Newport - Bonded Debt Fund

Balance Sheet

As of December 31, 2018

	<u>Dec 31, 18</u>	<u>Dec 31, 17</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
21000 · Cash & Cash Equivalents	224,150	544,091	(319,941)
Total Checking/Savings	<u>224,150</u>	<u>544,091</u>	<u>(319,941)</u>
Other Current Assets			
21270 · Property Tax Receivable	86,925	86,925	0
Total Other Current Assets	<u>86,925</u>	<u>86,925</u>	<u>0</u>
Total Current Assets	<u>311,075</u>	<u>631,017</u>	<u>(319,941)</u>
Other Assets			
21800 · Bond Issue costs, net of amort.	2,916	2,916	0
21825 · Advance Refunding Valuation	416,150	416,150	0
Total Other Assets	<u>419,066</u>	<u>419,066</u>	<u>0</u>
TOTAL ASSETS	<u>730,141</u>	<u>1,050,083</u>	<u>(319,941)</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
22350 · Bonds Payable - Current	340,000	325,000	15,000
Total Other Current Liabilities	<u>340,000</u>	<u>325,000</u>	<u>15,000</u>
Total Current Liabilities	<u>340,000</u>	<u>325,000</u>	<u>15,000</u>
Long Term Liabilities			
22510 · 2008 Series Bonds	0	125,000	(125,000)
22515 · 2011 Series Bonds	5,018,669	5,083,669	(65,000)
22520 · 2016 Series Bonds	7,320,000	7,455,000	(135,000)
22590 · Bond Premiums	838,806	838,806	0
22800 · Less Current Portion LTD	(340,000)	(325,000)	(15,000)
Total Long Term Liabilities	<u>12,837,475</u>	<u>13,177,475</u>	<u>(340,000)</u>
Total Liabilities	<u>13,177,475</u>	<u>13,502,475</u>	<u>(325,000)</u>
Equity			
23000 · Fund Balance	(12,314,927)	(12,749,003)	434,076
Net Income	(132,406)	296,610	(429,017)
Total Equity	<u>(12,447,334)</u>	<u>(12,452,392)</u>	<u>5,059</u>
TOTAL LIABILITIES & EQUITY	<u>730,141</u>	<u>1,050,083</u>	<u>(319,941)</u>

Port of Newport - Bonded Debt Fund

Profit & Loss Budget vs. Actual

July through December 2018

	<u>Jul - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
28100 · Bond Levy Proceeds	476,488	513,455	(36,967)	93%
Total Income	476,488	513,455	(36,967)	93%
Gross Profit	476,488	513,455	(36,967)	93%
Expense				
27000 · Debt Service	610,478	880,955	(270,478)	69%
Total Expense	610,478	880,955	(270,478)	69%
Net Ordinary Income	(133,990)	(367,500)	233,510	36%
Other Income/Expense				
Other Income				
28200 · Bank Interest Income	1,583	1,800	(217)	88%
Total Other Income	1,583	1,800	(217)	88%
Other Expense				
29902 · UEFB	0	30,000	(30,000)	0%
Total Other Expense	0	30,000	(30,000)	0%
Net Other Income	1,583	(28,200)	29,783	(6)%
Net Income	<u>(132,406)</u>	<u>(395,700)</u>	<u>263,294</u>	<u>33%</u>

**PORT OF NEWPORT
MARINA AND RV PARK
SPECIAL USE PERMIT**

THIS AGREEMENT, made and entered into _____, 2019 by and between the PORT OF NEWPORT, a port district organized and existing under Chapter 777, Oregon Revised Statutes, hereinafter called "Port" and Davis Shows N.W., hereinafter called "Permittee".

WITNESSETH:

In consideration of the covenants, agreements and stipulations herein contained on the part of the Permittee to be paid, kept and faithfully performed, the Port does hereby grant to Permittee a Special Use Permit to use those certain premises, AS IS (except as otherwise hereinafter provided), situated in Lincoln County, State of Oregon, more particularly described as follows:

A portion of the adjacent Multi-Use area, at the facility operated by the Port of Newport known as "Port of Newport Marina & RV Park". A reasonable portion of the parking lot will be made available for the Permittee, but Permittee shall be entitled to allow its participants (in reasonable numbers) to park in the public parking lots, except for those areas reserved for permit parking. **(Exhibit A)**

Coordination for the use of the parking area with Oregon Brewing Company during the scheduled event is the responsibility of the Permittee. The Special Use of the premises is subject to any rights, interest, claims, encroachments or easements which are of the premises, or by reasonable inquiry.

Permittee may use the said premises for the following purpose and no other:

Davis Shows Carnival (Multi-Use Area Only)

The date(s) of use for which this license is granted:

MOVE IN: Wednesday, May 1, 2019,

SETUP: Wednesday, May 1, 2019

OPERATION: Thursday, May 2 through Sunday, May 5, 2019

TAKEDOWN: Monday, May 6, 2019; all trailers removed by Wednesday, May 8, 2019.

For and in consideration of the permit hereby granted, Permittee shall pay to Port, prior to Permittee's usage and as a condition thereof:

- a) A nonrefundable \$500.00 fee.
- b) All services and equipment rentals to be billed at standard rates with a one-hour minimum.

The amount due as aforesaid shall be payable in full on execution of the permit agreement, and the Special Use Permit and reservation of the premises shall not be valid until and unless such sums have been paid. Payment by check is acceptable only upon approval by Port General Manager and is considered valid payment hereunder only upon condition that such check or other instrument shall be honored by the drawee.

In consideration of the mutual agreements herein contained, each party expressly covenants and agrees to and with the other as follows:

1. ACCEPTANCE OF LICENSE AGREEMENT:

The Permittee accepts said Special Permit Use permit conditions and agrees to pay to the order of Port any permit fee above stated for the full term of this permit at the times and in the manner aforesaid. It is understood that the Permittee takes the premises "as is", subject to all faults, defects and hazards. Permittee agrees to inspect the premises prior to each use, and to fully apprise Permittee's employees, agents and representatives of all defects, faults and hazards, and to take appropriate measures to protect or warn against any risk of loss or injury which may be associated therewith, and the Port shall have no responsibility to Permittee, Permittee's agents, employees and representatives, or Permittee's invitees, on account of any such fault, defect or hazard during such period of use.

2. USE:

Permittee is hereby authorized to use the agreed premises for the conduct of an event, as above described, and for no other purpose, without the Port's prior written consent.

3. LIMITS ON USE:

Permittee will not make any unlawful, improper or offensive use of said premises; it will not suffer any strip or waste thereof; it will not permit any objectionable noise or odor to escape or to be emitted from said premises or do anything or permit anything to be done upon or about said premises in any way tending to create a nuisance.

The Port reserves the right to impose reasonable rules, requirements and restrictions respecting the use of the subject property, including any existing rules.

4. COMPLIANCE WITH LAW:

Permittee shall comply at Permittee's own expense with all laws and regulations of any municipal, county, state, federal or other public authority respecting the use of said premises.

5. UTILITIES:

The Port shall permit Permittee to use the existing water service to the premises at no charge. However, Permittee shall utilize such water service only in reasonable quantities. Permittee shall be responsible to pay for all electrical services if required to the premises during the Permittee's period of use.

Permittee is aware that rest room facilities are not available at the site, and Permittee shall be responsible to provide an adequate number of chemical toilets to accommodate the persons who will be attending the event, and insure that these chemical toilets are removed from the Port of Newport's property on or before May 8, 2019.

6. FIRE INSURANCE:

Neither party shall be required, as an obligation of one to the other, to provide any fire insurance on the subject premises or the contents. However, each party hereby acknowledges that such party is aware that the other party is not providing any such fire insurance coverage for the benefit of such party, and each party is responsible to protect such party's own interest. In the case of the Port, the Port is aware of the need to protect its own interest in improvements on the premises, and Permittee is aware of the need to protect its interest in the contents and personal property placed on the premises.

Nothing herein contained is intended to exculpate Permittee on account of any loss or damage incurred by the Permittee as a result of the negligence of the Permittee, however.

7. REPAIRS AND IMPROVEMENTS:

The Port agrees, excepting only acts of God and other conditions and occurrences beyond the control of the Port, to maintain the premises so that, at the time of Permittee's use, such premises will be in a condition substantially equivalent or better than they are now, reasonable wear and tear excepted. However, in the event of Port's failure so to do, Port's liability to Permittee shall be limited to a return of eighty percent (80%) of the consideration paid for the granting of this permit, or the cost of making such repairs, whichever is less.

8. INSPECTION:

The Port, its agents and representatives, at any reasonable time may enter upon or into said premises for the purpose of examining the condition thereof and for any other lawful purpose.

9. TRANSFER OR SUBLICENSE:

Permittee will not assign, transfer, pledge, hypothecate, surrender or dispose of this license agreement, nor any interest herein, or permit any other person or persons whomsoever to occupy the premises, without the written consent of the Port first being obtained in writing, which consent shall not be unreasonably withheld.

10. LIENS:

Permittee shall keep the premises free from all liens of every kind and description caused, incurred, permitted or suffered by any act or omission of Permittee, and Permittee shall not have the right or authority to incur any mechanic's, laborer's, materialmen's or any other liens.

11. OBSTACLES:

At all times, Permittee shall keep the area in and about the premises free and clear of rubbish, debris and obstructions of every kind during and upon termination of Permittee's period of occupancy.

12. LIABILITY:

During Permittee's usage, the Port shall not be responsible or liable in any way for the injury or death of any person or damage to any property caused in or about the premises, nor shall the Port be liable for any damage or loss suffered by the business or occupation of Permittee arising or resulting from any such accident or injury to goods or persons happening in or about the premises. Permittee does hereby covenant to save, hold and defend the Port harmless from any claim, loss, damage or liability resulting from or arising out of any such accident or injury, or in any manner arising from or as a result of the Permittee's use or occupancy of the premises, or that of any employee, representative or invitee of Permittee, and in the event of any suit or action for damages, claim or penalties being brought by any person whomsoever arising out of Permittee's usage of the premises, Permittee agrees at its own cost and expense to defend the Port against any such suit or action and any and all appeals thereof and to satisfy and discharge any judgment which may be awarded against the Port on account thereof. Permittee will at all times indemnify and hold harmless the Port, its agents and employees, against any and all actions or causes of action, claims, demands, liabilities, losses, damages or expenses of any kind or nature which the Port shall or may at any time sustain or incur by reason of Licensee's operations hereunder.

Permittee shall use and employ all reasonable precautions and safety measures to avoid all injury to persons and all loss of property, and shall be responsible to inspect any area to be used or worked upon, and to ascertain that the same shall not pose an unreasonable risk of harm to any person or property. Permittee shall maintain fences and barricades so as to bar access to, and warn of, any areas which are found to be hazardous.

13. LIABILITY INSURANCE:

Permittee further agrees at all times during the Permittee's usage hereunder, at Permittee's own expense, to maintain, keep in effect, furnish and deliver to the Port liability insurance policies in form and with an insurer satisfactory to the Port insuring both the Port and the Permittee against all liability for damages caused by the negligence of the Permittee, its employees or agents, to persons or property in or about said premises; the policy of liability insurance shall have a single occurrence policy limit of not less than \$2,000,000.00, and a total liability coverage of \$10,000,000.00. Permittee agrees to and shall indemnify and hold the Port harmless against any and all claims and demands arising from acts or omissions of the Permittee, its officers, agents, invitees and/or employees, as well as those arising from Permittee's use of the premises, including the easement included as part of the premises, or Permittee's failure to comply with any covenant of this agreement upon its part to be performed and shall, at its own expense, defend the Port against any and all suits or actions arising out of such negligence, actual or alleged, and all appeals thereof, and shall satisfy and discharge any judgments which may be awarded against the Port in any such suit or action. Permittee shall provide to the Port copies of the policy of liability insurance hereunder, together with a Certificate of Insurance declaring the liability provisions are in full force and effect including the dates May 1, 2019 through May 8, 2019, and naming the Port as an additional insured. Such policy or policies shall provide that the coverage there under shall not be canceled or amended without at least fifteen (15) days' notice to the Port. The Certificate of Insurance must be supplied to the Port of Newport no later than April 22, 2019.

The parties recognize that the aforementioned policy limits are relatively low, and the Port shall have the right, from time to time, to request reasonable increases in the liability limits of the aforementioned policy of liability insurance, in the event of any increase in the limits of potential liability under the Oregon Tort Claims Act, by reason of other statutory enactment or by court decision.

14. DESTRUCTION OF PREMISES:

In the event of the total or partial loss or destruction of the improvements on the real property, this agreement may be terminated by either party, and the Port shall have no obligation to repair or restore such premises. In the event of the occurrence of such loss or destruction, if the same is not repaired prior to the date on which Permittee will exercise the permit herein granted, upon termination of this permit agreement prior to such usage, Permittee shall receive a refund of the consideration paid for this permit, minus a ten percent (10.0%) processing fee.

15. WAIVER OF LIABILITY:

Neither the Port nor the Permittee shall be liable to the other for losses arising out of damage to or destruction of the premises, or improvements of which the premises are a part or with which they are connected, or the contents of any thereof, when such losses are caused by any of the perils which are insured against, to the extent of available insurance proceeds. All such claims for any and all losses, however caused, hereby are waived, to the extent of such proceeds. However, nothing herein contained shall be deemed to exculpate the Permittee should such exculpation have the effect of voiding, nullifying or reducing any insurance coverage for such loss which might otherwise be available for the benefit of the Port.

16. HOLDING OVER:

Strict and literal compliance with the terms and conditions provided for in any renewal of this permit agreement shall be a condition precedent thereto, and in the event the Permittee shall for any reason hold over after the expiration of this license agreement, other than pursuant to a valid renewal hereof, such holding over shall not be deemed to operate as a renewal or extension of this license agreement.

Permittee agrees to vacate and surrender possession of the premises upon the expiration of the Permittee's period of occupancy, and Permittee shall be liable to the Port for additional permit fees of five hundred dollars (\$500.00) per day for each day of holding over in the event that Permittee shall fail to so vacate and surrender the premises upon the expiration of such period of occupancy. Such holding over likewise shall not operate as any extension of this permit agreement or of the period of occupancy, and Permittee shall at such time hold as a tenant at sufferance, subject, however, to the other terms, obligations and provision of this permit agreement.

17. NOTICES:

Any notices required by the terms of this permit agreement to be given by one party to the other, or desired so to be given, shall be sufficient if the writing is in a sealed envelope, deposited in the United State registered or certified mail with return receipt requested and with postage fully prepaid and addressed to the other party at the following address, or such other address as to which either party may have properly notified the other:

PORT OF NEWPORT:

Teri Dresler
Interim General Manager
PORT OF NEWPORT
600 SE Bay Boulevard
Newport, OR 97365
Attn: Karen Hewitt
Administrative Assistant
(541) 265-7758

PERMITTEE:

Geraldine Davis
Davis Shows N. W.
P. O. Box 1670
Clackamas, OR 97015
503-539-4526 or 503-310-1403
Davisshowsnw@aol.com

Any such notice shall be presumed to be delivered within forty-eight (48) hours after deposit in any United States registered or certified mail. In the event that the person desiring to give such notice shall become aware that such notice was not so delivered, the notice shall, nonetheless, be deemed to be effective within forty-eight (48) hours after such deposit. However, within a reasonable time after such discovery, the person desiring to give notice shall take appropriate steps to give actual notice to the other. No further attempts shall be required, however, if such notice cannot be delivered due to the failure of the party for whom such notice is intended to provide information as to such person's address or to accept delivery.

18. STRICT PERFORMANCE:

Full, strict, complete and literal performance, and the time thereof, are of the essence of this agreement; and waiver by the Port of any breach of any covenant or agreement herein contained to be kept and performed by the Permittee shall not be deemed or considered a continuing waiver and shall not operate to bar or prevent the Port from any right or remedy for that breach or for any succeeding breach, either of the same condition, covenant or agreement, or of any other.

19. ATTORNEY'S FEES:

In the event the Port shall be required to retain the services of an attorney to enforce any obligation under this license agreement, the Port shall be entitled to recover from Permittee the Port's reasonable attorney's fees so incurred, whether or not any suit or action shall be commenced. In the event the Port shall commence any suit or action to enforce any obligation hereunder, the prevailing party shall be entitled to recover from the other such party's reasonable attorney's fees so incurred, including any appeal.

20. SURRENDER OF PREMISES:

At the expiration of said dates of use or upon any sooner termination of this license agreement, or upon the termination of any extension hereof, the Permittee will quit and deliver up said premises and all future erections or additions to or upon the same, broom clean to the Port, or those having Port's estate in the premises, peaceably, quietly and in good order and condition, reasonable use and wear thereof, damage by fire, unavoidable casualty and the elements, to the extent covered by insurance, alone excepted, as the same are now in, or such better condition as the premises hereafter may be put in, or may be required, by terms of this permit agreement, to be put in.

If Permittee shall fail to clean up the premises as required herein on or prior to the expiration of the permit herein granted, or not later than noon on the following day, the Port may, at the Port's option, undertake or cause such clean up to be completed, at the expense of Permittee, and Permittee shall immediately reimburse to the Port the cost of such clean up, including but not limited to the reasonable value of any services provided by the Port. In any event, in the event that Permittee shall fail to carry out such clean up within the time above provided, Permittee shall be liable to the Port for all costs, expenses, damages or liability incurred by reason thereof.

Failure of Permittee to remove any vehicles, equipment or other property belonging to Permittee which Permittee may remove under the terms of this agreement shall constitute a failure to vacate. However, nothing herein contained shall be construed to limit the Port's right to expel the Permittee and Permittee's effects upon termination of the term of this permit agreement or any renewal thereof.

Any personal property left on the premises by the Permittee following the expiration of the term of the license herein granted, upon ten (10) calendar days written notice from the Port to Permittee, conclusively will be deemed to have been abandoned to the Port, and the same will there-upon conclusively constitute the property of the Port, subject to disposal by the Port as the Port shall see fit, for the Port's own account, without any right of reclamation or compensation on the part of Permittee, and Permittee shall save, hold, defend and indemnify the Port harmless on account of the claims of any third parties on account of any such property.

21. SUCCESSORS:

All rights, remedies and liabilities herein given to or imposed upon either of the parties hereto shall extend and inure to the benefit of and bind, as the circumstances may require, the heirs, executors, administrators, successors and assigns of such parties. However, this provision shall not be construed to permit any transfer of the rights of the Permittee in derogation of any term or provision of this agreement requiring the consent of the Port.

22. SIGNS:

During the term of Permittee's occupancy, and for a reasonable time prior thereto, Permittee may erect temporary signs upon the premises, the size, nature, method of attachment or erection and placement of which shall be subject to the reasonable approval of the Port.

23. NEAT AND PRESENTABLE CONDITION:

Permittee agrees at all times during the Permittee's use under this agreement to maintain the premises in a clean, neat, orderly and presentable condition.

24. INTEGRATION:

This is the complete and entire agreement between the parties, and supersedes any other or prior agreement. Any modification hereof shall be effective only if reduced to writing and subscribed by the parties sought to be bound thereby.

25. WAIVER:

Timely and strict, complete and punctual performance of each and every obligation on the part of the Permittee to be performed are of the essence of this agreement. Failure of the Port to enforce any term, provision or requirement of this agreement, or to exercise any remedy on account of Permittee's failure to perform the same, shall not constitute a waiver of such failure or of the provision itself.

26. DEFAULT:

The Permittee's failure to pay the fees provided hereunder, or any portion thereof, or to perform any requirement hereof, shall be a default and shall operate to terminate the permit of the Permittee hereunder, and this agreement, without waiver of any right of the Port, including the right to be compensated for the Port's damages, including but not limited to the fees and other performance due to the Port hereunder. No notice to quit or to pay shall be required and the holding of such tenant thereafter shall be wrongful, but shall nonetheless be subject to all the rents and

requirements hereof. However, if the Port, after such default in payment of any sum due hereunder, accepts payment thereof, the license agreement is reinstated for the full term hereof, subject to termination by subsequent defaults in payment of fees or to termination for other default as hereafter provided. Acceptance by the Port of payment of arrearage of fees, or a portion thereof, shall not reinstate the license agreement unless the Permittee shall pay or perform, all sums the payment of which is in arrears and all other defaults then existing.

In no event shall Permittee exercise any right under this agreement while Permittee shall be in default hereunder, or prior to payment of the consideration and performance of the other obligations of the Permittee hereunder.

27. REMEDIES:

In the event the permit agreement shall terminate for default, as aforesaid, or by reason of any other default as a matter of law, or for any other reason, or upon the expiration each year of the period of the permit granted hereunder, and if the Permittee shall fail to immediately surrender possession of the permitted premises, in any of such cases, the Port or those having the Port's estate in the premises, lawfully and at the option of the Port, immediately or at any time thereafter, without demand or notice, may enter into and upon the premises and every part thereof and repossess the same as of the Port's former estate and expel Permittee's effects at the expense of Permittee, forcibly if necessary, and store the same and/or lock the premises, all without being deemed guilty of trespass or other wrongful act, and as a remedy pursuant hereto and not in derogation hereof, and without prejudice to any other right or remedy which otherwise might be used for breach of this agreement, or otherwise.

In addition, if the Port shall retake possession of the premises, Permittee shall pay to the Port all of the reasonable costs of reentry and reletting, including but not limited to the cost of any cleanup, refurbishing, removal and storage of Permittee's property and fixtures and any other expense occasioned by Permittee's failure to quit the demised premise upon termination or to leave them in the required condition, any costs of repair to the premises, attorneys' fees, court costs, brokers' commissions and advertising costs.

In the event of termination for breach, the Port may, at its option, require the Permittee to pay to the Port:

- (a) The worth, at the time of award, of the unpaid fees that had been earned at the time of termination of this license agreement;
- (b) Any other amount, and court costs, including attorneys' fees, necessary to compensate the Port for all detriment proximately caused by Permittee's default.

All of the Port's rights and remedies hereunder shall be cumulative, one with the other, and with any other right or remedy as may now or later exist by force and effect of law or otherwise.

The Port, at any time Permittee has failed to perform a provision hereof, can provide such performance at Permittee's cost, and such costs or amounts paid shall be a debt due immediately from Permittee to the Port.

All fees and other sums due to the Port for Permittee shall bear interest at the highest rate permitted by law or, if there be no limitation, at a rate which is two percent (2 points) above the prime rate for preferred large borrowers as quoted in the West Coast Edition of the Wall Street Journal at the time of the award.

28. GRAMMATICAL CONSTRUCTION:

In construing this permit agreement, it is understood that the Port or the Permittee may be more than one person, and if the context so requires, the singular pronoun may be taken to mean and include the plural, the masculine may include the feminine and the neuter, and vice versa, and generally all grammatical changes shall be made, assumed, and implied as are necessary to carry out the intent hereof and to make the provisions of this agreement apply equally to corporations as to individuals.

IN WITNESS WHEREOF, the parties have executed this instrument in duplicate to be effective as of the day and year above set forth, and any corporate signature is affixed hereto only pursuant to the board of directors or other governing body thereof.

PORT OF NEWPORT

By: _____
Teri Dresler, Interim General Manager

PERMITEE:

By: _____
Geraldine Davis, for Davis Shows NW

PORT OF NEWPORT
COMMERCIAL FISHING USERS GROUP COMMITTEE MINUTES

December 20, 2018
Special Committee Meeting

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

Agenda Item

Audio
Time
0:00

I. CALL TO ORDER.....

Committee Chair Heather Mann called the Special Meeting of the Port of Newport Commercial Fishing Users Group Committee to order at 9:00 am at the Yaquina Bay Yacht Club, 750 SE Bay Blvd, Newport, Oregon 97365. She invited those in attendance to introduce themselves.

Committee Members Present: Clint Funderburg (Pos. #1); Mark Newell (Pos. #3); Heather Mann, Committee Chair (Pos. #5); Ted Gibson (Pos. #6); Gene Law (Pos. #7); Bob Aue (Pos. #8); Dave Thalman (Pos. #10); and David Jincks (Pos. #11).

Committee Members Absent: Bob Eder, Committee Vice-Chair (Pos. #9); Mike Pettis (Pos. #2).

Port Commission Liaison: Stewart Lamerdin and Sara Skamser.

Management and Staff: Teri Dresler, Interim General Manager; Aaron Bretz, Director of Operations; Kent Gibson, Commercial Marina Harbormaster; Don Moor, International Terminal Supervisor; and Karen Hewitt, Administrative Supervisor.

Members of the Public and Media: Mike Storey, F/V Pegasus; Robert Smith, F/V Raven; Bill Olivera, Pacific Seafood; Dave Smith, F/V Lisa Melinda; Jim Seavers, F/V Miss Sue, F/V Seeker; Terry Thompson; County Commissioner, F/V Anona K; Chris Cooper, F/V Perseverance, F/V Predator, F/V Leslie Lee; Casey Cooper, F/V Leslie Lee, F/V Predator, F/V Pacific; Dietmar Goebel, Newport City Council; John Holt, Pac Fishing; Fred Yeck Jr., F/V Seadawn; Gene Law, F/V Ms Law.

II. CHANGES TO THE AGENDA.....

2:55

There were no changes to the Agenda.

III. PUBLIC COMMENT

3:44

There was no public comment at this time.

IV. APPROVE MINUTES.....

3:50

A. July 13, 2018 Regular Meeting

A motion was made by Ted Gibson and seconded by Gene Law to approve the Minutes as presented. The motion passed unanimously.

V. SPACE USAGE AT THE INTERNATIONAL TERMINAL

4:50

Mann brought copies of the Fishing Industry Platform previously submitted to the Port Commission, appended to these minutes. Dresler said she had been learning over the past four months about the value of commercial fishing to the Port and to the community. Dresler and Bretz spoke about a proposed small shipping operation that was in the conceptual phase at this time, and sought input from the Committee. There was discussion about the current use of the Terminal by the fishing industry, which has increased over recent years, and about additional issues for consideration when making operational plans. Both Dresler and Bretz said there are more details to be discussed with the potential shipper. Lamerdin asked that the shipper be invited to a Commission Work Session.

VI. PORT DOCK 5 PIER REPLACEMENT PROJECT

51:30

Bretz spoke about the project, its importance, and its status as ready to go. He asked for letters of support to include with the grant submission. Mann said MTC hired a research group to do a study on commercial fishing, which she will make available. Thompson also suggested seeking funding from the Siletz tribe.

VII. COMMERCIAL MARINA ELECTRICAL INFRASTRUCTURE UPGRADES.....

57:45

Bretz explained some issues with power at Port Dock 5, and there was discussion about possible options and funding.

VIII. INTERNATIONAL TERMINAL PARKING

1:06:33

Bretz said that Moon had suggested parking passes be used at the Terminal. This would allow for better control of parking and provide contact information. Bretz said this would need to be different from the procedure at the Commercial Marina. Jincks suggested designating parking areas. There was some additional discussion about the use of the Terminal for parking and signage.

IX. REPLACEMENT COMMITTEE MEMBER FOR ERNIE PHILLIPS, LIMITED ENTRY SELLER

1:12:46

Mann asked Committee members to consider who might replace Phillips for the limited entry seller position.

X. UPDATE ON LEGISLATIVE ACTIVITIES IN SALEM

1:13:04

There was discussion about the differences between the Port of Coos Bay, which had been taken over by the state, and the Port of Newport. Committee members spoke about the need for communication to the public about who the Port of Newport is and the good things that are happening. Mann said the proposed legislation undermined both the progress that the Port has made, and the search for a permanent General Manager. She spoke about a coalition of a cross section of people who care about the port who would speak to officials in Salem. She suggested the Port submit regular press releases so that people get accurate information. Dresler said that staff could not take a political position but could post factual information.

A motion was made by David Jincks and seconded by Ted Gibson that the Commercial Fishing Users Group Committee take a position against any legislation to take control of the Port of Newport away from the Port District. The motion passed unanimously.

XI. PUBLIC COMMENT

1:36:55

Ted Gibson suggested adding 4 outlets to every other pedestal as part of the electrical upgrade.

David Jincks commented on the good work being done by Bretz.

XII. ADJOURNMENT

1:38:22

Having no further business, the meeting adjourned at 10:38.

ATTESTED:

Heather Mann, Committee Chair

Bob Eder, Committee Vice-Chair

Port of Newport's Commercial Fishing Industry Platform Regarding International Terminal Access

The Port of Newport is home to a diversified commercial fishing industry. Well over 100 commercial fishing vessels are home-ported in Newport and many more transient vessels visit and utilize the Port's facilities. Newport-based vessels participate in many fisheries and Newport is also home to many of Oregon's Distant Water Fleet. Many Lincoln County citizens are directly employed as vessel crew or in seafood processing plants. Hundreds more are employed by the dozens of support businesses that service the commercial fishing industry. Newport's successful tourism economy is also based, in part, on the existence of an authentic working waterfront. In 2015 over 67.8 million pounds of seafood worth over \$33.4 million in ex-vessel revenue was landed in Newport. These numbers are conservative and do not include the revenue from landings by Newport vessels in other west coast ports or the distant water fisheries. Over the last decade commercial fisheries have been steadily increasing and the opportunities for fishing continue to expand. Newport generally ranks in the top 20 national fishing ports annually based on landings and value.

The International Terminal (IT) is a critical component to Newport's commercial fishing success. The IT can accommodate large fishing vessels that do not fit at other port facilities. It is not unusual to see 12-15 large trawl vessels moored at the IT between November 1 and January 10th or between April 1 and May 15th. Crab and shrimp boats and trawlers also use the IT heavily to stage and switch gear throughout the year. In addition to the local boats, Bering Sea crabbers and other large transient vessels stage at the IT before moving up-river for boat work at one of the two Toledo shipyards. In addition to significant fishing gear storage, the IT houses important support businesses including a net shop and fishmeal plant. The revenue that the Port generates from the commercial industry at the IT has grown significantly over the last four years. In fiscal year 2016-17 the Port received over \$467,000 for services and moorage at the IT from 52 unique vessels. The revenue generated at the IT has grown by about 50% from \$229,939 in 2013-14. The trend is for even greater commercial fishery revenue increases to the IT in future years.

With the importance of the commercial fishing industry to the Port of Newport in mind, and specifically the importance of the IT to the commercial fleet and dependent economy of Lincoln County, all future use plans for the IT whether for shipping or any other activity, must consider and accommodate the minimum needs of the fishing fleet. If necessary, plans for the construction of new docks to allow for any new activity should be included while plans should preserve the access for the existing industry. At a minimum, there should be:

- ✓ Space for 12 large catcher vessels to moor (no more than 2 deep) at the IT from November 1st through January 10th and April 1 through May 15th at the same time there is direct dock access always for at least two vessels to be actively loading and unloading.
- ✓ At all other times of the year there should be room available to moor at least six catcher vessels (no more than 2 deep) while there is direct dock access always for at least one vessel to be actively loading and unloading.
- ✓ Twelve months out of the year there should be access to a gear hoist for use by local crab, shrimp and trawl vessels to load and unload gear, as well as a clear path between the storage area and the dock
- ✓ Twelve months out of the year there should be ample space to lay down and work on trawl nets
- ✓ Twelve months out of the year there should be a clear route for trucks to access the fishmeal plant

Any consideration given to the development of shipping or other activities from the IT should recognize both current and future use needs of the commercial fishing industry who have been the primary users of the facility for the last thirty years. Also, the financial impacts to the industry and community must be analyzed.

SUP CHECKLIST

- Application App Fee
- Facility Supervisor Review
- Security Review
- General Manager Review
- Commission Approval
- Usage Fee
- Insurance Certificate
- SUP Issued

SPECIAL USE PERMIT APPLICATION

Submit to: Administrative Supervisor
 Port of Newport
 600 SE Bay Blvd.
 Newport, Oregon 97365
 khewitt@portofnewport.com

This application must be completed, signed, and submitted with a nonrefundable \$110.00 application fee, to be paid in cash, by check or by credit card. Any usage fees required of the applicant must be submitted in full prior to the special use permit being issued by the Port of Newport. Any request for a full or partial waiver of the usage fees must be submitted with this application. The criteria used to evaluate a waiver request are listed below. Applications should be submitted far enough in advance of the event to allow the Port to determine the impact of the event on Port property and other Port guests and / or moorage holders. *At least 45 days' notice is recommended.*

Event Name: OBF Guided Kayak Tours
 Event Date: June - September Time(s): 9am-11am, 12pm-2pm, 3pm-5pm, 6pm-8pm
 Total Days: ~100 days/year
 Location: OBF Boathouse - Port Dock 7

Facilities to Be Used:
OBF Boathouse

Set-up Dates and Start Times: N/A

Take-down Dates and End Times: N/A

Estimated Number of Participants: Contestants: N/A

Vendors / Volunteers: N/A

Attendees: N/A

Applicant / Signer: Oregon Boating Foundation

Mailing Address: PO Box 701, Newport, OR 97365

Telephone: 800-806-4882 E-mail: contact@oregonboatingfoundation.org

Contact Person (if different than applicant): Brian Getting

Contact Person's address, phone number and e-mail: 541-270-9758, brian@oregonboatingfoundation.org

Please provide a detailed description of the event, and attach a map of the location(s) if applicable:

We are planning to run guided kayak tours out of our boathouse located at Port Dock 7. We expect to run these tours from June until September. The tours will primarily focus on educating our guests about the local fishing economy, natural history, and wildlife.

Tours will depart from our boathouse, and proceed as shown on the included map. We have designed the tour route to take advantage of the ability for kayaks to be in shallow water, and out of the way of commercial and recreational boat traffic. Of course, guides will have discretion on the tour route to accommodate for customer abilities, fitness, weather conditions, and other variables that could impact the final tour route.

We have 6 two-person sit-on-top kayaks that we will use for the tours. Our guide to customer ratio is 1:6, meaning that there will be no more than 3 kayaks per guide. Our intention is to stagger tours to ensure no more than 4 boats per tour, however there may be circumstances where larger tours are required.

The following criteria may be used by the Port management to fully or partially waive the usage fee:

1. Is the applicant a non-profit or a for-profit entity? 501(c)(3)
2. Will proceeds from the event be donated to charitable causes? If so, what percentage of the proceeds will be donated and to which charitable causes?
We are a 501(c)(3) organization, so all of the proceeds from these tours will remain with the organization and be utilized to further our mission.
3. What other facilities or services will be provided by the Port?
N/A
4. Does the event provide any direct benefit to the Port?
Probably not, unless perhaps public relations can be considered a direct benefit.

How will the Port of Newport be featured in your marketing/sponsorship promotions?

The Port of Newport will probably not be featured in our marketing promotions, other than in the context of communicating to potential customers where the tours will launch from.

Please indicate if you are requesting a full or partial waiver of the usage fee, and explain the reasons for the request based upon the above criteria:

We are requesting a full waiver of the usage fee, as we will be using our existing facility - a boathouse moored at Port Dock 7. We hold insurance coverage that will cover the proposed activities.









USAGE FEE SCHEDULE

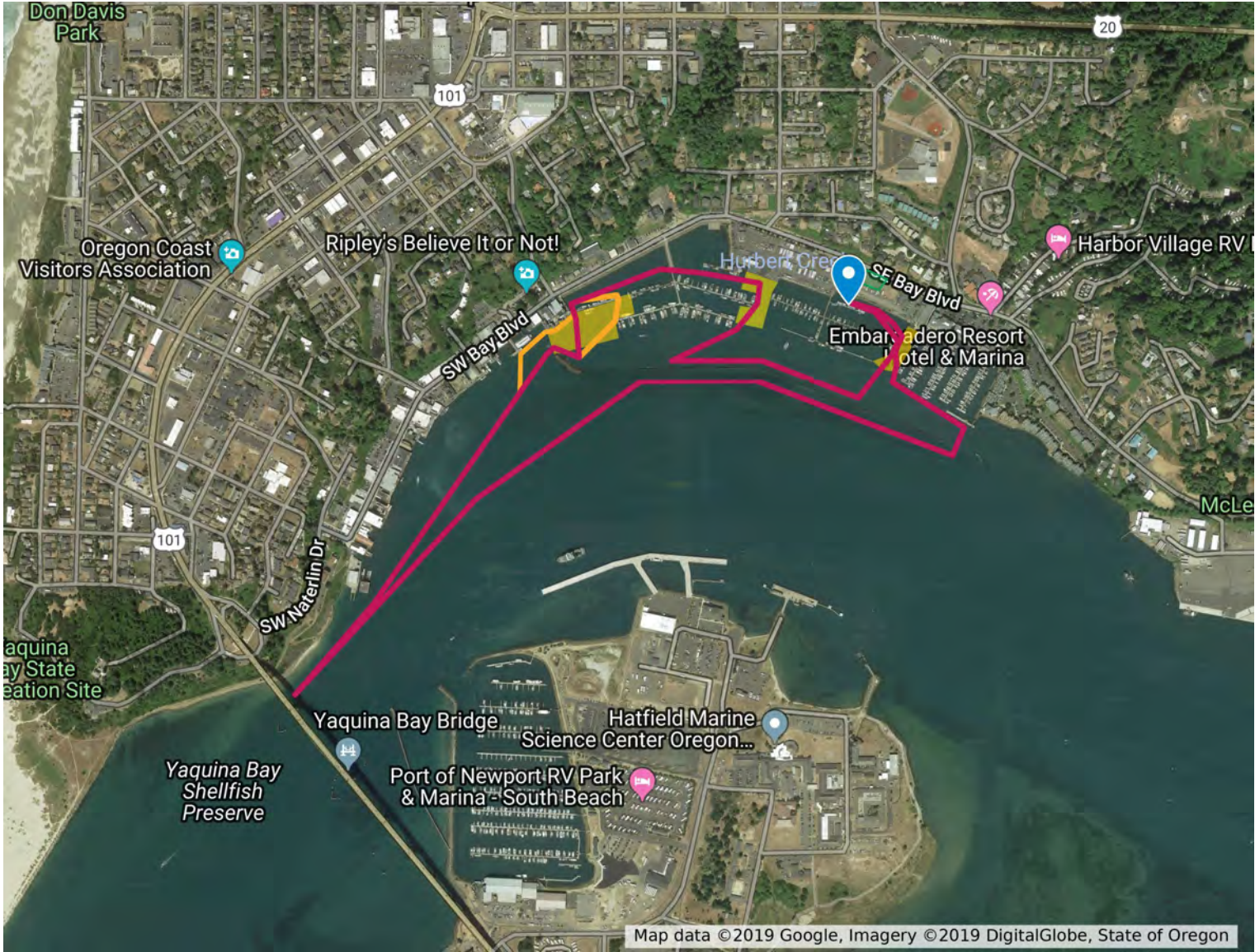
PARTICIPANTS	NUMBER (reasonable estimate)	FEE
Attendees, Contestants, Volunteers at Event	1-200	\$420.00
	201-500	\$683.00
	501-1000	\$945.00
	1,001- 5000	\$1470.00
	5,001-10,000	\$1,995.00
	10,001 – 20,000	\$2,520.00
	More than 20,000	\$5,250.00
Vendors	N/A	\$50/ per vendor
Port of Newport Fees (e.g. moorage)		

Permittee will also need to carry comprehensive general liability insurance with limits of \$2,000,000.00 per occurrence and \$2,000,000.00 in aggregate, and will provide the Port of Newport with a Certificate of Insurance naming the Port as an additional insured, subject to confirmation..

Save as YourName.SUPApp and Submit Application: khewitt@portofnewport.com

Guided Kayak Tours

- Route
-  Suggested Parking
 -  Base Tour Route
 -  OBF Boathouse
 -  Contingency Route
 -  Contingency Route
 -  Bottleneck Area
 -  Bottleneck Area
 -  Bottleneck Area



Map data ©2019 Google, Imagery ©2019 DigitalGlobe, State of Oregon



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
12/28/2018	40696	Amazon Capital Services Inc			
12/16/2018	1QHT-DX91-NDPT		Replacement wheels for pipe cutter	South Beach:SB Operations	-50.49
12/26/2018	1VJP-C3CF-WYFT		Midland 3R rechargeable battery packs for walkie talkies	International Terminal	-26.90
					<u>-77.39</u>
12/28/2018	40697	Business Oregon - OBDD	Loan 655-36-02, Q10001 January 2019		
12/17/2018	655-36-02Q1001 1-19		Loan 655-36-02, Q10001 January 2019	International Terminal	-5,156.63
			Loan 655-36-02, Q10001 January 2019	International Terminal	-2,643.37
					<u>-7,800.00</u>
12/28/2018	40698	Carson Oil Co Inc	Fuel - NIT		
12/11/2018	IN-313133		Fuel - NIT	International Terminal	-942.10
					<u>-942.10</u>
12/28/2018	40699	CenturyLink - Business Service	Telephone		
12/19/2018	1457890639		Telephone	Administration	-6.94
					<u>-6.94</u>
12/28/2018	40701	CFO Selections LLC			
12/27/2018	32633		Professional services per contract	Administration	-2,891.25
12/27/2018	32578		Professional services travel/hotel expenses	Administration	-657.16
					<u>-3,548.41</u>
12/28/2018	40702	Coast Range Equipment and Repair	Repair and replace lift station pumps in SB Marina		
12/13/2018	6717		Repair and replace lift station pumps in SB Marina	South Beach:SB Operations	-10,839.04
					<u>-10,839.04</u>
12/28/2018	40703	Coastal Refrigeration Heating	Semi-annual HVAC and heating maintenance		
11/29/2018	1187-10006		Semi-annual HVAC and heating maintenance	South Beach:SB Operations	-280.00
					<u>-280.00</u>
12/28/2018	40704	Design Space	Customs office		
12/12/2018	1059697-IN		Customs office	Administration	-217.00
					<u>-217.00</u>
12/28/2018	40705	Fastenal Company			
12/18/2018	ORNEW132280		Marking paint to find leak	South Beach:SB Operations	-8.31
12/26/2018	ORNEW132372		Taps, drill bits, and screws	South Beach:SB Operations	-15.95
12/14/2018	ORNEW132217		Bolts for hoist headache ball	International Terminal	-4.62
					<u>-28.88</u>
12/28/2018	40706	G and K Floors	Janitorial services - Port office, SB and Customs trailer		
12/21/2018	010119		Janitorial Services - SB	South Beach:SB Admin and Overhead	-1,880.00
			Janitorial Services - Customs trailer	Administration	-120.00
			Janitorial - Port office	Administration	-200.00
					<u>-2,200.00</u>



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
12/28/2018	40707	GenXsys Solutions	Hosted exchange and archiving mailbox - January 2019		
12/15/2018	10551		Hosted exchange and archiving mailbox - January 2019	Administration	-437.00
					<u>-437.00</u>
12/28/2018	40708	Industrial Welding Supply Inc	Star wheel dresser for bench grinders		
11/30/2018	005846		Star wheel dresser for bench grinders	South Beach:SB Operations	-24.61
					<u>-24.61</u>
12/28/2018	40709	Lincoln County Oregon	Terminal and FWT holding tank fees Building 1 and 2		
12/20/2018	11-11-09-DO-00103-18		Terminal and FWT holding tank fees Building 1 and 2	International Terminal	-65.00
			Terminal and FWT holding tank fees Building 1 and 2	International Terminal	-65.00
					<u>-130.00</u>
12/28/2018	40710	National Business Solutions	IT contract charge - 12/18		
12/17/2018	IN53169		IT contract charge - 12/18	Administration	-373.96
					<u>-373.96</u>
12/28/2018	40711	NW Natural			
12/18/2018	1584561-3 12-18		SB Gas - Shop	South Beach:SB Operations	-292.52
12/26/2018	1584562-1 12-18		SB Gas	South Beach:Main RV Park	-419.84
					<u>-712.36</u>
12/28/2018	40712	Oregon Association of Municipal Recorders	OAMR associate membership for 2019		
12/15/2018	OAMR Assoc Member		OAMR associate membership for 2019	Administration	-60.00
					<u>-60.00</u>
12/28/2018	40713	Platt Electric Supply			
11/28/2018	T897274		GFCI outlets	Commercial Marina	-82.14
12/05/2018	T959861		20 amp breakers	South Beach:SB Operations	-73.35
12/05/2018	T956509		GFCI and standard receptacles and an outlet box	Commercial Marina	-175.72
12/06/2018	T967615		White and black electrical tape	South Beach:SB Operations	-18.28
12/06/2018	T966389		30 amp breakers	South Beach:SB Operations	-220.04
12/06/2018	T969289		Conduit, couplings, sweeps, and pvc cement for RV Park site posts	South Beach:SB Operations	-86.06
12/10/2018	T992154		Replace plug on electric heater on tug and extra plugs	Maintenance Dept	-78.09
12/11/2018	U001957		Electric box for shop	Commercial Marina	-7.58
12/13/2018	U025248		Waterproof 20 amp receptacles for light poles	International Terminal	-11.43
12/13/2018	U032449		BT37 light bulbs for parking lot light poles	International Terminal	-189.54
12/14/2018	U036779		BT37 light bulbs for parking lot light poles	International Terminal	-189.54
12/14/2018	U036946		Conduit, pvc elbows, and couplings for RV Park site posts	South Beach:SB Operations	-165.95
12/17/2018	U042397		400 watt metal halide bulb	International Terminal	-42.71
12/17/2018	U049782		Wire strippers for shop	Commercial Marina	-11.33
12/20/2018	U027960		Photo eyes for stock/shelf (various sizes)	South Beach:SB Operations	-226.13
12/20/2018	U049131		Couplings and sweeps for RV Park site posts	South Beach:SB Operations	-493.34
12/20/2018	U084960		Sweeps for RV Park site posts	South Beach:SB Operations	-7.00



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
					-2,078.23
12/28/2018	40714	Sears Commercial One	Wrench and screwdriver sets		
12/13/2018	T277117		Wrench and screwdriver sets	South Beach:SB Operations	-507.88
					-507.88
12/28/2018	40715	Siuslaw Broadband	Web filtering 12/30/18-1/29/2019		
12/17/2018	16034		Web filtering 12/30/18-1/29/2019	Administration	-200.00
					-200.00
12/28/2018	40716	Special Districts Association of Oregon	SDAO Annual Conference		
12/11/2018	ZMNWYYXHW4G		SDAO Annual Conference	Administration	-230.00
					-230.00
12/28/2018	40717	Suburban Propane	Annual tank rental		
12/14/2018	1568-103888SB 12-18		Annual propane tank rental	South Beach:Main RV Park	-81.00
					-81.00
12/28/2018	40718	Systemax Northwest Inc	Add night message to SB		
09/28/2018	201809281		Add night message to SB office	South Beach:Main RV Park	-110.00
					-110.00
12/28/2018	40719	T and L Septic Tank Service			
11/26/2018	144637		Chemical toilet rental - Bay Front	Commercial Marina	-236.00
11/26/2018	144638		Chemical toilet rental - Bay Front	Commercial Marina	-200.00
11/26/2018	144635		Chemical toilet rental - SB south restroom	South Beach:SB Operations	-80.00
11/26/2018	144636		Chemical toilet rental - Marina and RV Park	South Beach:SB Operations	-80.00
12/13/2018	166883		Pump out FWT and NIT holding tank	International Terminal	-450.00
12/11/2018	166882		Pump out pump lift station, manhole, and main line	South Beach:SB Operations	-750.00
					-1,796.00
12/28/2018	40720	Toyota Lift NW	Forklift brake adjustment - 30748		
12/09/2018	14124503		Forklift brake adjustment and grease - 30748	Commercial Marina	-402.25
					-402.25
12/28/2018	40721	Valley Fire Control Inc	Recharge 5lb ABC fire extinguisher		
12/13/2018	78499		Recharge 5lb ABC fire extinguisher	Commercial Marina	-26.50
					-26.50
12/28/2018	40722	Verizon Wireless	Port cell phones and mifi		
12/12/2018	9820180306		Monthly cell phone - Admin	Administration	-90.20



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
			Monthly cell phone - CM	Commercial Marina	-32.76
			Monthly cell phone - NIT	International Terminal	-16.38
			Monthly cell phone - SB	South Beach:SB Operations	-65.92
			Monthly mifi - SB Admin	South Beach:SB Admin and Overhead	-10.02
			Monthly cell phone plan - Admin	Administration	-136.50
			Monthly cell phone - Maint	Maintenance Dept	-36.91
					<u>-388.69</u>
12/28/2018	40723	Yaquina Bay Yacht Club	Rental fee		
12/28/2018	Rent Mtg Space		Rent space for 1/2/18 Commission meeting	Administration	-275.00
					<u>-275.00</u>
01/18/2019	40724	AboveBoard Electric Inc	Troubleshooting and fixing parking lot lights		
01/07/2019	15320		Troubleshooting and fixing parking lot lights	International Terminal	-2,106.90
					<u>-2,106.90</u>
01/18/2019	40725	ACE Hardware			
12/13/2018	148/1		Metric socket set	International Terminal	-79.99
12/19/2018	158/1		Construction supplies for NIT records storage area	International Terminal	-108.53
12/21/2018	165/1		Hose adapter outboard for skiff	Commercial Marina	-6.59
12/31/2018	182/1		Casters for paint rack	Maintenance Dept	-37.96
12/31/2018	181/1		Sanding supplies for pickup	South Beach:SB Operations	-9.49
					<u>-242.56</u>
01/18/2019	40726	Alan Brown Tire Center	Wheelbarrow wheels and tires		
12/13/2018	72500333337		Wheelbarrow wheels and tires	Commercial Marina	-377.30
					<u>-377.30</u>
01/18/2019	40727	Alsco			
12/05/2018	LPOR2230024		Shop towels, shirt, mats	Administration	-33.97
12/07/2018	LPOR2231689		SB mats	South Beach:SB Admin and Overhead	-58.99
12/12/2018	LPOR2234054		Shop towels, shirt, mats	Administration	-33.97
12/14/2018	LPOR2235677		SB mats	South Beach:SB Admin and Overhead	-58.99
12/19/2018	LPOR2237973		Shop towels, shirt, mats	Administration	-34.14



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
12/21/2018	LPOR2239476		SB mats	South Beach:SB Admin and Overhead	-66.64
12/26/2018	LPOR2241802		Shop towels, shirt, mats	Administration	-34.14
12/28/2018	LPOR2243330		SB mats	South Beach:SB Admin and Overhead	-66.64
					<u>-387.48</u>
01/18/2019	40728	Appliance Service Station	Service call/labor - RV washer 7		
12/04/2018	18-397		Service call/labor - RV washer 7	South Beach:SB Operations	-75.00
					<u>-75.00</u>
01/18/2019	40729	Barrelhead Supply Inc			
12/04/2018	260971		Pressure treated boards for SB docks	South Beach:SB Operations	-113.61
12/12/2018	261461		PVC conduit couplings for RV Park site posts	South Beach:SB Operations	-16.56
12/19/2018	261823		Tape measurers	South Beach:SB Operations	-27.98
			Bug spray and pvc cement	South Beach:SB Operations	-22.76
			Blue tape for RV Park site posts	South Beach:SB Operations	-13.18
12/19/2018	261826		Sheetrock and screws for records storage area	International Terminal	-593.07
					<u>-787.16</u>
01/18/2019	40730	BergerABAM Inc			
12/14/2018	325054		Rogue Brewery seawall evaluation	Leased Properties	-4,000.00
12/26/2018	325155		Outreach, data collection, draft update, BST, expenses - Strategic Business Plan update	Administration	-15,675.41
					<u>-19,675.41</u>
01/18/2019	40731	Carson Oil Co Inc	Fuel - CM		
12/31/2018	CP-00173802		Fuel - CM	Commercial Marina	-185.52
					<u>-185.52</u>
01/18/2019	40732	Century Link			
01/05/2019	5412657758840B-1/19		Telephone - monthly charges 541-265-7758	Administration	-209.49
01/05/2019	5412659651245B-1/19		Telephone - monthly charges 541-265-9651	International Terminal	-198.89
					<u>-408.38</u>
01/18/2019	40733	CenturyLink - Business Service	Telephone		
12/31/2018	1458840615		Telephone	Administration	-25.87
					<u>-25.87</u>
01/18/2019	40734	CFO Selections LLC	Professional services per contract		
01/10/2019	32810		Professional services per contract	Administration	-317.14
					<u>-317.14</u>
01/18/2019	40735	Chase - Visa	Adobe Acrobat Pro software renewal		
01/03/2019	Adobe Acrobat Pro		Adobe Acrobat Pro software renewal	Administration	-66.87
					<u>-66.87</u>
01/18/2019	40736	City of Newport Room Tax	Transient room tax - Dec 2018		
12/31/2018	Dec 2018 Room Tax		Transient room tax - Dec 2018	South Beach:Main RV Park	-1,112.27
					<u>-1,112.27</u>



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
01/18/2019	40737	City of Newport Water/Sewer			
12/31/2018	94861.00-12-18		Water G and H docks	South Beach:SB Marina	-202.40
12/31/2018	172421.00-12-18		Water/sewer RV dump station	South Beach:Main RV Park	-65.20
					<u>-267.60</u>
01/18/2019	40738	Coast Range Equipment and Repair			
12/20/2018	6724		#2 hoist motor installation	Commercial Marina	-350.00
01/05/2019	6731		Install sewer starters for replacement pump	South Beach:SB Operations	-446.72
			Freight	South Beach:SB Operations	-8.92
					<u>-805.64</u>
01/18/2019	40739	Coastal Paper and Supply Inc			
12/04/2018	552314		Paper products	South Beach:SB Operations	-627.87
			Freight	South Beach:SB Operations	-4.00
12/04/2018	552323		Paper products and cleaning supplies	Commercial Marina	-640.50
			Freight	Commercial Marina	-4.00
					<u>-1,276.37</u>
01/18/2019	40740	CoastCom Inc	Internet - February 2019		
01/15/2019	0299000117 02-19		Internet - February 2019	South Beach:SB Admin and Overhead	-375.00
			Internet - February 2019	Administration	-125.00
					<u>-500.00</u>
01/18/2019	40741	Copeland Lumber Yards	Hardware for PD5 parking lot barricades		
12/13/2018	1812-157721		Hardware for PD5 parking lot barricades	Commercial Marina	-36.60
					<u>-36.60</u>
01/18/2019	40742	Dahl and Dahl Inc			
12/13/2018	229181		Take load of debris to dump	Commercial Marina	-228.60
12/14/2018	229210		Take load of recyclable wood to dump	Commercial Marina	-147.00
12/14/2018	229237		Take load of recyclable wood to dump	Commercial Marina	-145.80
					<u>-521.40</u>
01/18/2019	40743	Department of Environmental Quality	T27036-00 - Nov. report review and file review for Fuel Dock cleanup 2014		
12/21/2018	USTC19-0481		T27036-00 - Nov. report review and file review for Fuel Dock cleanup 2014	South Beach:SB Operations	-602.37
					<u>-602.37</u>
01/18/2019	40744	Design Space	Temporary office rental		
01/04/2019	1062267-IN		Temporary office rental	Administration	-877.00
					<u>-877.00</u>
01/18/2019	40745	Direct TV			
12/26/2018	35655077995		Cable SB RV Park	South Beach:Main RV Park	-883.94
12/30/2018	35677776014		Monthly cable SB Annex	South Beach:Annex	-585.81
					<u>-1,469.75</u>
01/18/2019	40746	Economic Development Alliance of LC	Annual membership dues		



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
01/09/2019	2019-20		Annual membership dues	Administration	-100.00
					<u>-100.00</u>
01/18/2019	40747	Englund Marine Supply Co Inc			
12/04/2018	910267		Bilge pump and installation supplies for tug boat	Maintenance Dept	-493.03
12/04/2018	752546		Hose clamps, king nipples, and check valve for tug	Maintenance Dept	-65.98
12/04/2018	752567		AC distribution panel and 10 amp fuse	Maintenance Dept	-130.16
12/05/2018	752604		Stainless steel screws and 12 volt butt connectors	Commercial Marina	-49.95
12/06/2018	752685		Marine wire and switch for tug boat	Commercial Marina	-55.48
12/06/2018	910290		Check valve for tug	Maintenance Dept	-47.60
12/06/2018	752703		Gloves for crew	Commercial Marina	-42.31
			Fenders for skiff	Commercial Marina	-167.88
12/06/2018	752722		Plumbing fittings for tug	Maintenance Dept	-42.67
12/07/2018	752781		Fuses for tug	Maintenance Dept	-10.35
12/07/2018	752789		Bilge pump for tug	Maintenance Dept	-59.47
12/07/2018	752811		12 volt lighted auto bilge switch for tug	Maintenance Dept	-32.17
12/07/2018	752825		Electrical components for tug	Commercial Marina	-239.07
12/07/2018	752830		Bulbs for tug masthead	Commercial Marina	-2.40
12/10/2018	752897		Stainless steel hardware for tug	Maintenance Dept	-10.75
12/12/2018	753027		Work gloves	Maintenance Dept	-10.40
12/12/2018	753052		Hose clamps for light poles	International Terminal	-5.60
12/13/2018	753118		Paint for skiff	Commercial Marina	-79.14
12/13/2018	753140		Paint for skiff	Commercial Marina	-40.17
12/20/2018	753451		Respirator and cartridge	Maintenance Dept	-39.84
			Tyvec suit, acetone, epoxy, and spray sock for working on pickups	South Beach:SB Operations	-17.53
12/20/2018	753464		Paint buckets for painting pickup	South Beach:SB Operations	-4.50
12/21/2018	753505		Reducer 235 for pickup	South Beach:SB Operations	-14.04
12/21/2018	753563		Motor flush out connector for skiff	Commercial Marina	-4.52
12/27/2018	753736		Paint buckets for pickup	South Beach:SB Operations	-4.74
12/31/2018	753913		Tape	Maintenance Dept	-12.58
			Respirator and filter	Maintenance Dept	-55.91
01/07/2019	754350/754351		Thermo-fit 451 gloves	South Beach:SB Operations	-84.62
					<u>-1,822.86</u>
01/18/2019	40748	Fastenal Company	Safety harnesses		



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
01/11/2019	ORNEW132631		Safety harnesses	Commercial Marina	-223.04
					<u>-223.04</u>
01/18/2019	40749	Fred Meyer Customer Charges			
10/30/2018	86275		Cell phone charger	International Terminal	-8.99
			Sunglasses for working on crane	International Terminal	-15.99
11/06/2018	86301		Coffee	International Terminal	-11.98
			Garbage bags	International Terminal	-17.97
11/13/2018	86318		Lunch for Commission work session	Administration	-29.99
11/19/2018	86340		Lunch for Strategic Business Plan meeting	Administration	-44.98
					<u>-129.90</u>
01/18/2019	40750	GenXsys Solutions	Hosted exchange and archiving mailbox - February 2019		
01/15/2019	10624		Hosted exchange and archiving mailbox - February 2019	Administration	-437.00
					<u>-437.00</u>
01/18/2019	40751	Hippo Facility Management	License fee 1/1/19-12/31/19		
01/01/2019	17337		License fee 1/1/19-12/31/19	Administration	-3,695.64
					<u>-3,695.64</u>
01/18/2019	40752	IconiPro Security and Alarms	NIT/FWT fire and security monitoring (2/1/19-4/30/19)		
01/01/2019	27229		NIT/FWT fire and security monitoring (2/1/19-4/30/19)	International Terminal	-251.94
					<u>-251.94</u>
01/18/2019	40753	JC Market	Lunch for Commission meeting		
12/12/2018	003000551029		Lunch for Commission meeting	Administration	-32.95
					<u>-32.95</u>
01/18/2019	40754	Lincoln County Public Works	Fuel for trucks		
01/01/2019	5908		Fuel for trucks - SB	South Beach:SB Operations	-160.62
			Fuel for trucks - Maint	Maintenance Dept	-69.43
					<u>-230.05</u>
01/18/2019	40755	MacPherson Gintner and Diaz	Professional services		
12/31/2018	80330		Professional services	Administration	-662.50
					<u>-662.50</u>



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
					-662.50
01/18/2019	40756	National Business Solutions	IT contract charge - 1/19		
01/03/2019	IN54043		IT contract charge - 1/19	Administration	-373.96
					-373.96
01/18/2019	40757	Neofunds	Postage		
12/27/2018	7900044060368887 Dec		Postage	Administration	-400.00
			Finance charges	Administration	-43.88
					-443.88
01/18/2019	40758	New Pig Corporation	Oil-absorbent pads		
12/14/2018	4835002-00		Oil-absorbent pads	South Beach:SB Operations	-427.00
			Freight	South Beach:SB Operations	-100.54
					-527.54
01/18/2019	40759	Newport News-Times	Salute to Fishermen ad		
12/26/2018	334617		Salute to Fishermen ad	Administration	-66.00
					-66.00
01/18/2019	40760	OBEC Consulting Engineers			
09/22/2018	35227		PD5 pier approach project engineering - 3/1/18-7/10/18	Commercial Marina	-1,892.75
12/26/2018	35534		PD5 pier approach project engineering - final design - 11/18	Commercial Marina	-24,796.25
					-26,689.00
01/18/2019	40761	Oregon Department of State Lands	Waterway lease - APP0045751 - 11/01/17-10/31/18		
12/28/2018	20352		Waterway lease - APP0045751 - 11/01/17-10/31/18	International Terminal	-14,018.07
					-14,018.07
01/18/2019	40762	Petty Cash	Petty Cash - SB Marina and RV Park		
01/14/2019	Petty Cash - SB		Wire connectors for LED light project	South Beach:SB Operations	-5.78
			Christmas tree lights and ornaments	South Beach:SB Admin and Overhead	-20.00
			Cable ends	South Beach:SB Operations	-12.72
			3/4" conduit	South Beach:SB Operations	-10.32



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
			Soda machine refund	South Beach:SB Admin and Overhead	-2.50
			Marina washer refund	South Beach:SB Admin and Overhead	-2.00
			Soda machine refund	South Beach:SB Admin and Overhead	-1.50
			3/4" PVC reducer and cap	South Beach:SB Operations	-2.08
			Soda machine refund	South Beach:SB Admin and Overhead	-1.50
					<u>-58.40</u>
01/18/2019	40763	Pioneer Connect			
01/01/2019	2329099		SB shop phone	South Beach:SB Operations	-40.82
01/01/2019	2329059		SB office phone	South Beach:SB Admin and Overhead	-225.26
					<u>-266.08</u>
01/18/2019	40764	Pioneer Printing Inc			
01/08/2019	67375		#10 window envelopes	Administration	-224.55
01/08/2019	67374		#9 return envelopes	Administration	-163.95
					<u>-388.50</u>
01/18/2019	40765	Port of Toledo Boat Yard	Mariner III - hard moorage during seizure process and demolition		
10/30/2018	5595		Mariner III - hard moorage during seizure process and demolition	South Beach:SB Operations	-6,302.31
					<u>-6,302.31</u>
01/18/2019	40766	Road and Driveway Co Inc	Clearing waste area at NIT		
11/27/2018	0025519-IN		Clearing waste area at NIT	International Terminal	-878.63
					<u>-878.63</u>
01/18/2019	40767	Siuslaw Broadband			
01/16/2019	16398		Web filtering 1/30/19-3/1/19	Administration	-200.00
01/16/2019	16404		Annual Wifi network support	Administration	-3,850.00
					<u>-4,050.00</u>
01/18/2019	40768	Smart Foodservice - Cash and Carry			
12/14/2018	5410540015231		Cleaning and breakroom supplies	International Terminal	-118.34
12/18/2018	5410540022787		Breakroom supplies	South Beach:SB Admin and Overhead	-116.11
					<u>-234.45</u>
01/18/2019	40769	Special Districts Insurance Services	Monthly health-dental-life insurance		
01/01/2019	Feb Health-Dental-Lf		Monthly health-dental-life insurance	Administration	-3,553.58
			Monthly health-dental-life insurance	Commercial Marina	-3,975.42
			Monthly health-dental-life insurance	South Beach:SB Admin and Overhead	-1,515.28
			Monthly health-dental-life insurance	South Beach:SB Operations	-3,690.26
			Monthly health-dental-life insurance	International Terminal	-956.74
					<u>-13,691.28</u>
01/18/2019	40770	Staples			
12/01/2018	2204335881	Staples	Office supplies		0.00
12/01/2018	2204405861	Staples	Printer toner		0.00



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
12/18/2018	2213390781		Printer toner and copy paper	Administration	-28.32
12/22/2018	2215969961		Notepads and paper towels	Administration	-8.79
12/28/2018	Finance Charge		Credit plan finance charge	Administration	-9.05
					<u>-46.16</u>
01/18/2019	40771	Streamline	Website monthly fee		
01/14/2019	99279		Website monthly fee	Administration	-450.00
					<u>-450.00</u>
01/18/2019	40772	Suburban Propane			
12/31/2018	1568-103903 12-18		Propane - CM	Commercial Marina	-496.50
12/31/2018	1568-103888SB12-18-2		Propane - SB	South Beach:SB Operations	-388.59
					<u>-885.09</u>
01/18/2019	40773	TCB Security Services Inc	Monthly security contract		
12/28/2018	226571		Monthly security contract - SB Marina	South Beach:SB Marina	-1,852.64
			Monthly security contract - SB RV	South Beach:Main RV Park	-1,852.64
			Monthly security contract - CM	Commercial Marina	-1,852.64
			Monthly security contract - NIT	International Terminal	-958.08
					<u>-958.08</u>



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
					-6,516.00
01/18/2019	40774	Thompson's Sanitary Service Inc			
12/31/2018	13499 12-2018		Trash disposal - PD7	Commercial Marina	-1,538.92
12/31/2018	12514 12-2018		Trash disposal - SB	South Beach:SB Operations	-1,827.71
12/31/2018	12058 12-2018		Trash disposal - Int'l Terminal	International Terminal	-1,315.72
					<u>-4,682.35</u>
01/18/2019	40775	Toyota Industries Commercial Finance Inc	2017 CM forklift		
01/07/2019	4002325855-17		2017 CM forklift - Principal	Commercial Marina	-554.31
			2017 CM forklift - Interest	Commercial Marina	-105.24
					<u>-659.55</u>
01/18/2019	40776	TWGW Inc NAPA Auto Parts			
11/28/2018	865-705518		Pressure washer air filter and cover	Commercial Marina	-28.69
12/07/2018	865-706937		Antifreeze for vehicles	Maintenance Dept	-28.98
12/11/2018	865-707477		Degreaser for tug	Commercial Marina	-2.50
			Degreaser for shop	Commercial Marina	-7.50
			Degreaser for maintenance	Maintenance Dept	-5.00
12/12/2018	865-707646		Door handle for dump truck	Commercial Marina	-8.36
12/14/2018	865-708147		Grease fittings for forklift	Commercial Marina	-2.24
12/17/2018	865-708460		Paint gun set	Maintenance Dept	-67.49
12/18/2018	865-708666		Sanding supplies for pickup	South Beach:SB Operations	-73.12
12/18/2018	865-708667		Paint thinner for pickup	South Beach:SB Operations	-24.24
12/18/2018	865-708766		Painting supplies for pickup	South Beach:SB Operations	-221.81
12/20/2018	865-709139		Air chucks for coupling compressor air hoses	Maintenance Dept	-11.97
					<u>-481.90</u>
01/18/2019	40777	VISA - 3979			
12/20/2018	Williamson Electric		Brake motor for #2 hoist	Commercial Marina	-1,584.00
			Freight	Commercial Marina	-880.00
12/21/2018	Promotional Webstore		PON pen shipping - Admin	Administration	-28.85
			PON pen shipping - SB Admin	South Beach:SB Admin and Overhead	-43.28



**Operating Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Class	Amount
12/21/2018	Promotional Webstore		PON pens - Admin	Administration	-526.00
			PON pens - SB Admin	South Beach:SB Admin and Overhead	-789.00
12/27/2018	New Pig		Oil-absorbent mats	International Terminal	-197.29
12/28/2018	Adobe Acropro		Adobe Acrobat subscription	Administration	-14.99
					<u>-4,063.41</u>
01/18/2019	40778	VISA - 4001			
12/07/2018	OR Coast Aquarium		Holiday Party 2018 - catering	Administration	-1,699.00
12/07/2018	JC Market		Lunch for GM search committee meeting	Administration	-54.94
12/07/2018	Hallmark Resort		Chamber lunch	Administration	-14.00
12/10/2018	Sunriver Resort		SDAO Annual Conference lodging	Administration	-579.66
12/13/2018	GandR Auto		Replace rusty truck beds on Port vehicle	South Beach:SB Operations	-800.00
12/19/2018	PNWA		PNWA Mission to Washington DC event registration	Administration	-1,830.00
					<u>-4,977.60</u>
01/18/2019	40779	Voya (State of Oregon Plan)	Monthly employee contributions		
01/01/2019	Dec - 2018			Administration	-50.00
					<u>-50.00</u>
01/18/2019	40780	Xerox Corporation			
01/01/2019	095655868		Copier lease and print charges - SB	South Beach:SB Admin and Overhead	-175.34
01/01/2019	095655867		Copier lease and print charges - Port office	Administration	-209.06
					<u>-384.40</u>
01/18/2019	40781	Yaquina Boat Equipment Inc	Length of stainless steel to make crab pot hooks for NIT crane		
12/28/2018	36299		Length of stainless steel to make crab pot hooks for NIT crane	International Terminal	-59.07
					<u>-59.07</u>
				Total	<u>-164,727.34</u>



**NOAA Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Amount
12/28/2018	13458	Amazon Capital Services Inc		
12/14/2018	179G-KNGW-WL67		Battery for building automation system battery backup	-26.90
				<u>-26.90</u>
12/28/2018	13459	Bill's Pest Control LLC		
12/12/2018	1158		Regular service for 12-18	-135.00
				<u>-135.00</u>
12/28/2018	13460	Cummins Inc		
11/19/2018	12-3361		Generator repair	-1,387.44
				<u>-1,387.44</u>
12/28/2018	13461	Pacific Habitat Services Inc	Eelgrass monitoring	
12/20/2018	1-4549-62		Eelgrass monitoring	-1,813.00
				<u>-1,813.00</u>
12/28/2018	13462	Platt		
12/20/2018	U054643		175 watt m/h lamps	-52.95
				<u>-52.95</u>
12/28/2018	13463	Verizon Wireless	Phone charges and mifi	
12/12/2018	9820180306		Phone charges and mifi	-26.40
				<u>-26.40</u>
01/08/2019	13464	OR Dept of Environmental Quality	Moorage dredging project review and evaluation fee for tier 1	
01/08/2019	WQDFC19-0117		Moorage dredging project review and evaluation fee for tier 1	-985.00
				<u>-985.00</u>
01/18/2019	13465	151 Co	Lighting upgrade to LED	
01/16/2019	498171		Lighting upgrade to LED	-6,000.00
				<u>-6,000.00</u>
01/18/2019	13466	ACE Hardware		
12/31/2018	181/1		Sanding disks for pickup repair	-9.49
				<u>-9.49</u>
01/18/2019	13467	Amazon Capital Services Inc		
01/07/2019	1XLC-3HQV-PDRQ		Furnace filters	-482.18



**NOAA Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Amount
01/15/2019	17X3-7FRJ-NQNY		Drinking fountain and breakroom water filters	-132.89
01/17/2019	17T1-Y911-9NTG		Turbidity meter and water sampler	-1,388.51
			Flashlights	-17.99
			Overnight shipping	-17.62
				<u>-2,039.19</u>
01/18/2019	13468	Bergerson Construction Inc		
12/31/2018	218.1205		Dredging 2018-19 - partial mobilization and disposal site prep/maintenance	-80,600.00
				<u>-80,600.00</u>
01/18/2019	13469	Dept of Consumer and Business Services	Elevator operating permit renewal	
12/15/2018	00118121500662		Elevator operating permit renewal	-197.12
				<u>-197.12</u>
01/18/2019	13470	Englund Marine and Industrial Supply		



**NOAA Fund
December 16, 2018 through January 18, 2019**

Date	Num	Name	Memo	Amount
12/20/2018	753451		Tyvec suit, acetone, epoxy, and spray sock for working on pickup	-17.52
12/20/2018	753464		Paint buckets for painting pickup	-4.50
12/21/2018	753505		Reducer 235 for pickup	-14.04
12/27/2018	753736		Paint buckets for pickup	-4.74
				<u>-40.80</u>
01/18/2019	13471	Kings III of America LLC		
01/14/2019	1605472		Elevator emergency phone connection	-193.30
				<u>-193.30</u>
01/18/2019	13472	Pioneer Connect		
01/01/2019	2329525		Telephone	-239.22
				<u>-239.22</u>
01/18/2019	13473	Smart Foodservice - Cash and Carry		

2019 ANNUAL REPORT TO THE
PORT OF NEWPORT BOARD OF COMMISSIONERS

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

Action	Date	Type
Adopted Resolution 2018-01 Naming a Registered Agent.....	01/23/18	Resolution
Adopted Resolution 2018-02 Amending the Commercial Fishing Users Group Committee Membership to Change Longliner to Fixed Gear	01/23/18	Resolution
Approved Siusla Broadband Security Annual Maintenance Contract.....	01/23/18	Contract
Approved Leisure Interactive Annual Contract - Hercules.....	01/23/18	Contract
Approved SDIS Liability & Property Insurance Renewal.....	01/23/18	Contract
Approved Servco Pacific Marine Insurance Renewal.....	01/23/18	Contract
Approved Andersen Construction Lot Lease.....	01/23/18	Lease
Approved Declaration of Surplus Property - Wood Planks at McLean Point.....	01/23/18	Finance
Approved Budget Committee, Officers and Calendar.....		
Adopted Resolution 2018-03 Opposing Offshore Oil and Gas Exploration	02/27/18	Resolution
Approved the employment of Don Moon as International Terminal Supervisor.....	02/27/18	Personnel
Approved a Special Use Permit for the Newport Booster Club Newport Marathon.....	02/27/18	SUP
Approved a Special Use Permit for Ardor Adventures Annual Events.....	02/27/18	SUP
Approved the Fiscal Year 2016-2017 Audit Report.....	02/27/18	Other
Approved a Contract with Doug Parsons as General Manager.....	03/05/18	Personnel
Authorized the Purchase of a Truck for the International Terminal.....	03/05/18	Other
Approved a Special Use Permit for Davis Shows Newport Loyalty Days Carnival.....	03/20/18	SUP
Approved Resolution 2018-04 Naming a Registered Agent.....	03/20/18	Resolution
Approved Resolution 2018-05 Designating Bank Accounts & Authorizing Check Signers.....	03/20/18	Resolution
Increased the General Manager's Signature Authority from \$5000 to \$7000 with restrictions.....	04/10/18	Finance
Approved the Purchase of Through-Rods for Floating Docks on Port Dock 5.....	04/24/18	Contract
Implemented a Public Comment Request Form.....	04/24/18	Other
Authorized the transfer of \$200K from NOAA Account #51085 to NOAA Account #51087.....	04/24/18	Finance
Declared Port Commission Position #5 Vacant.....	05/07/18	Other
Appointed Commission Officers Pro Tem: Stewart Lamerdin, President Pro Tem; Sara Skamser, Vice-President Pro Tem; and Walter Chuck, Secretary/Treasurer Pro Tem.....	05/07/18	Other
Selected Fred Postlewait as Budget Committee President.....	05/18/18	Other
Approved a Special Use Permit for the Yaquina Bay Yacht Club Summer Sailstice.....	05/29/18	Other
Approved a Special Use Permit for the Sea Scout Ramparts Recruitment Barbecue.....	05/29/18	SUP
Adopted Resolution 2018-08 Authorizing Transfer of Previously Appropriated Funds for the NOAA Recreational Access Floating Dock	05/29/18	Resolution
Approved Contract with IconiPro for Security System at NIT & adjacent Net Shop.....	05/29/18	Contract
Approved Budget for the Port of Newport's 2018-2019 Fiscal Year.....	06/13/18	Finance
Approved a tax rate of \$0.0609 per \$1000 of assessed value for operating and bond payments.....	06/13/18	Finance
Terminated Doug Parson's Contract as General Manager effective July 26, 2018.....	06/25/18	Personnel
Appointed Aaron Bretz as Clerk of the Board.....	06/26/18	Personnel
Appointed James Burke to Commission Position #5 for a term expiring June 30, 2019.....	06/26/18	Commission
Adopted Resolution 2018-06 Adopting a Compensation Plan for Port Employees.....	06/26/18	Resolution
Approved Resolution 2018-07 Setting Rates, Fees & Charges.....	06/26/18	Resolution
Approved Resolution 2018-09 Adopting the 2018-19 Fiscal Year Budget, Making Appropriations, Levying and Categorizing the Tax	06/26/18	Resolution
Approved a Special Use Permit for the CSC Barrel to Keg Relay.....	06/26/18	SUP
Approved a Special Use Permit for the Wrigley Vineyards Wine Tasting.....	06/26/18	SUP
Approved Declaration of Surplus Property - Bomb Carts at Terminal.....	06/26/18	Finance
Approved a Contract with Western States Electrical Construction to Install New Circuits at the Hoist Dock NTE	06/26/18	Contract
Appointed Commercial Fishing User Group Committee Members.....	06/26/18	Other
Selected Teri Dresler as Interim General Manager.....	07/17/18	Personnel
Approved a Special Use Permit for OSU & SBSA for a Motorboat Operators' Training Course.....	07/17/18	SUP

Action	Date	Type
Appointed Commission Officers: Stewart Lamerdin, President; Sara Skamser, Vice-President; and Walter Chuck, Secretary/Treasurer	07/24/18	Commission
Approved the 2018-2019 Workers' Compensation Renewal.....	07/24/18	Contract
Adopted Resolution 2018-10 Naming a Registered Agent.....	07/24/18	Resolution
Approved a Contract with OBEC for Final Engineering of the Port Dock 5 Pier Project	07/24/18	Contract
Approved the Annual Membership in the Pacific Northwest Waterways Association (PNWA).....	07/24/18	Contract
Approved members for the Commercial Fishing Users Group (CFUG) Committee	07/24/18	Other
Approved a CFO Selections Statement of Work.....	07/24/18	Contract
Approved a Lease for the State of Oregon, State Police vessel Guardian Moorage.....	07/24/18	Lease
Adopted Resolution 2018-11 Amending the Port of Newport Facilities Code to Add an Exculpatory Item Regarding Personal Property.....	08/28/18	Resolution
Adopted Resolution 2018-12 Updating the Port of Newport's Capital Improvement Project Priorities.....	08/28/18	Resolution
Approved the Renewal of the Contract with the Good Sam Travel & Savings Guide.....	08/28/18	Contract
Approved a Contract with BergerABAM for the Rogue Seawall Evaluation.....	08/28/18	Contract
Approved a Contract with Teri Dresler, Interim General Manager.....	08/28/18	Personnel
Approved a Special Use Permit for the Newport Chamber of Commerce Seafood & Wine Festival 2019.....	08/28/18	SUP
Approved a Contract with Coast Range Equipment & Repair to Replace the SB Marina Lift Station Pumps.....	08/28/18	Contract
Adopted Resolution 2018-13 Updating the Port of Newport's Capital Improvement Prioritization List.....	09/25/18	Resolution
Adopted Resolution 2018-14 Adopting a Supplemental Budget for FY 2018-19	09/25/18	Resolution
Adopted Resolution 2018-15 Designating Bank Accounts & Authorizing Check Signers	09/25/18	Resolution
Approved a Contract with 4C's Environmental Inc. to Install Fuel Dock Solenoid Valves	09/25/18	Contract
Approved a Special Use Permit to Run with Paula Events for the Bay to Brews 1/2 Marathon	09/25/18	SUP
Declaration of Surplus Property - Two 110' Pilings	09/25/18	Finance
Approved Engagement Letter with Grimstad and Associates for FY 2017-2018 Audit	09/25/18	Finance
Updated Commission Liaison Assignments	09/25/18	Other
Approved a Lease Addendum with Rondys Inc.	09/25/18	Lease
Approved a contract with BergerABAM to provide consulting services to update the 2013 Newport Strategic Business Plan and Capital Facilities Plan.....	10/15/18	Contract
Approved the revised Rondys Addendum to Lease	10/15/18	Lease
Approved a contract for NOAA MOC-P Wharf Maintenance Dredging 2018 with Bergerson Construction	10/15/18	Contract
Approved negotiations for a contract with SDAO for General Manager recruitment	10/23/18	Contract
Approved contract with SDAO Consulting Services to open the General Manager recruitment	11/13/18	Contract
Conducted Strategic Business Planning SWOT Analysis	11/19/18	Other
Adopted a Time Line for General Manager recruitment.....	12/12/18	Personnel
Approved renewal of the Department of State Lands lease for the NOAA MOC-P Marina.....	12/18/18	Contract
Approved a Contract for Rogue House of Spirits/Public Restroom Siding.....	12/18/18	Contract
Approved taking Corrective Action in Rates of Pay identified by the Pay Equity Compensation Analysis.....	12/18/18	Personnel

The President, Vice President, Secretary/Treasurer are proud of the work accomplished by our Commission and staff. We look forward to continued growth in 2019. This Annual Report is submitted to the Port of Newport by:

Stewart Lamerdin, President

Sara Skamser, Vice President

Walter Chuck, Secretary/Treasurer

at their January 22, 2019, Regular Board Meeting



PROPOSED CALENDAR, BUDGET COMMITTEE AND OFFICERS FOR FY 2019-2120

BUDGET CALENDAR 2019

TUESDAY, FEBRUARY 26

Approve calendar, committee, and budget officers.

THURSDAY, MARCH 7

Dept. Heads receive direction on identifying priorities/operational changes

TUESDAY, MARCH 19

Management Team convenes to discuss budget.

TUESDAY, APRIL 2

Finance Officer presents working budget for Management Team review. Commission Work Session packet distributed.

TUESDAY, APRIL 9

Commission Budget Priorities Work Session, Noon. Review Personnel Services, Revenues and Capital priorities

(Second Work Session, April 16 if needed)

WEDNESDAY, MAY 1

Publish first notice of budget committee meeting. (Notice to *News Times* by Fri April 26) (Add Notice to Port's web site or publish second notice)

TUESDAY, MAY 7

Deliver agenda, budget message, and proposed budget to committee members (1 week prior to meeting).

TUESDAY, MAY 14

Budget committee meets, 6:00 p.m. **(Second Committee Meeting, May 21 if needed)**

WEDNESDAY, JUNE 12

Publish hearing notice and summary. (Notice to *News Times* by Mon June 10)

TUESDAY, JUNE 25

Public hearing and adopt budget resolution, 6:00 p.m.

TUESDAY, JULY 9

Submit budget documents to County Assessor

- LB-50 x 2
- Budget Resolution x 2

TUESDAY, SEPTEMBER 24

Submit budget documents to County Clerk.

- Budget Message (from budget committee)
- Budget Detail (LB forms from June meeting)
- Meeting affidavit (from paper)

BUDGET COMMITTEE MEMBERS

(Freeholder positions are three-year terms)

FREEHOLDERS

1. Fred Postelwait (1994) 30 June 2018
2. Brian Barth (1996)..... 30 June 2020
3. Alan Brown (2003) 30 June 2019
4. Ron Benfield (1990) 30 June 2020
5. Mark Collson (2012) 30 June 2018

COMMISSIONERS

1. Walter Chuck (2011)..... 30 June 2019
2. Sara Skamser (2017)..... 30 June 2021
3. Stewart Lamerdin (2015)..... 30 June 2019
4. Jeff Lackey (2017) 30 June 2021
5. Jim Burke..... 30 June 2019

BUDGET OFFICER

Teri Dresler, Interim General Manager
FY 2019-2020

All budget meetings will be held at the South Beach Marina & RV Park Activities Room.



FINANCE DEPARTMENT MONTHLY REPORT

DATE: January 22, 2019
PERIOD: December 2018
TO: Teri Dresler, Interim General Manager
ISSUED BY: Mark Harris, Accounting Supervisor

December 2018 Financial Reports

Financial reports as of December 31, 2018 have been included. The target percentage of budget expended by December 31 is 50%. Actual operating expenses for the first half of this fiscal year are under this target. Overall, year-to-date operating revenues for the first half of this fiscal year have increased nearly 12% and operating expenses have increased nearly 10% over the figures in the first half of the prior fiscal year.

FY 2017-18 Audit

The Port's auditors are completing their audit fieldwork this week and have pointed out that our accounting records are in very good order. In the coming weeks, a draft of the audited financial statements will be provided to management for review and to aid in completing our Management's Discussion and Analysis report. We are on schedule to meet our final audit report deadline of February 28, 2019.

Interest Rates

As reported at the September 25, 2018 regular commission meeting, Todd Kimball reviewed the Port's numerous bank accounts and the interest rates being offered on each respectively. In the past several months several bank accounts have been consolidated. This has provided some time savings in the month-end close process. Todd and I have met with Oregon Coast Bank, Umpqua Bank, and Columbia Bank and have secured interest rates competitive to those offered by the Oregon Local Government Investment Pool. The resulting increases in interest revenues can be seen on the attached financial reports.

Debt Service Payments

The debt service payments of \$1,125,982 mentioned at last month's regular commission meeting have all been paid.

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DIRECTOR OF OPERATIONS REPORT

DATE: 01/18/2018
PERIOD: December 2018 – January 2019
TO: Teri Dressler, Interim GM
ISSUED BY: Aaron Bretz

OVERVIEW DIROPS

Summary:

Most of the fishing vessels bound for Alaska that were moored at the International Terminal have departed. We have had to send several of the larger fishing vessels participating in the Dungeness fishery to offload at the Terminal because the hoist dock could not accommodate them. We have been doing preliminary work to size up storage and operational changes if Teevin Brothers lines up customers for a monthly log barge. The push of crab pots from our storage yards went smoothly, thanks especially to the staff in the Commercial Marina. Input for the Port Dock 5 Pier has been completed; I am awaiting plans and narratives for our grant application. We have 15 letters of support in hand from other governmental bodies and private businesses. Started work on bidding the replacement of 3 electrical load centers on the South Beach Marina docks, and began meetings to lay out the scope of the conceptual redesign of the RV Park Annex.

Detail:

Project Update:

Commercial Marina	Port Dock 5 Pier Final Engineering	Complete, awaiting plans
Recreational Marina	Replace Waste Water Pump Station	Complete
Recreational Marina	Replace Fuel Dock Solenoids	Complete
Recreational Marina	Replace Electric Load Centers	Out for Bid
Commercial Marina	PD7, 8 Pilings, PD5 2 Pilings	Delayed
NOAA	Replace Steel Pile Caps	In Progress
NOAA	Camel System Repairs	Projected for April/May
R/V Park	Design of RV Park Annex Upgrade	Preparing Bid Documents
Commercial Marina	Hoist Dock 110V Additions	Complete
Leased Properties	Evaluate Rogue Brewery Seawall	Complete

- **NOAA MOC-P Maintenance Dredging**

Dredging was projected to start up Monday, 21 January with a one day delay due to weather. Winds were too strong for Bergerson to tow the barge into place on Thursday, 17 January. The overall project will likely come in well under-budget due to an over-estimation in dredge quantities, and because a significant amount of material is not accessible because NOAA ships are in port as a result of the Federal Government shutdown. We don't yet know how that will impact the depth we are able to attain or how it will impact future maintenance.

- **R/V Annex Redesign**

We met with the City of Newport to see if they had any preliminary input or concerns with the R/V Annex so that when we identify an engineering company, we can address those concerns in the design process in order to ease any permitting issues. The Newport Municipal Code will require us to add a laundry machines and increase the footprint of the restroom/shower facilities. We will also need to apply for a conditional land use because the northeast corner of the park is zone water-related. I believe we will be able to attain that usage, but there will be an application process.

- **Commercial Marina Electrical Infrastructure**

A contractor is preparing an estimate for us to upgrade the electrical system on Port Dock 5 from the transformer to the Power Pedestals. This work would include upgrading conductors and pedestals for 50 amp service to Port Dock 5. My intent is to identify this cost, determine the cost of establishing the utilities to rebuild and redesign Port Dock 7, then set a timeline to accomplish these upgrades and identify the incremental rate increases in the commercial marina from which we could complete the projects. We could use this information during the upcoming budget process, and identify a way to place the incremental revenue into a fund specifically set aside for this purpose.

- **Commercial Marina Capacity**

We remain over-capacity in the commercial marina with more boats requesting annual moorages. I spoke with two boat owners this month regarding concerns about getting an annual moorage. This trend continues; I recommend that we begin planning marina redesign and replacement as soon as possible.

- **South Beach Boat Ramp**

We estimate that the repairs to the South Beach Boat Ramp toe will cost less than \$10,000. We will need to get the permits, and I will be submitting an Oregon Boating Facility Grant Application through OSMB to fund the repairs.

- **Eelgrass Mitigation Area**

I participated in a conference call between the Port, Pacific Habitat Services, and the Army Corps of Engineers regarding the performance standards for our eelgrass mitigation area for the NOAA MOC-P berths. We have four more years to perform on our permit, and we have not and likely will not achieve the 100 stalk per square meter standard set forth in the biological opinion referred to in the permit. The permit request was approved with 20 stalk per square meter standard, and we are generally in compliance with that standard. There has been recommendations made for several years by PHS in the annual report to the ACOE that the standard should be changed. We are beginning discussions to change the performance standard to something that is attainable by the Port and is still consistent with a viable eelgrass bed, which was there prior to NOAA construction. Due to the Federal Government shutdown, key agencies were not on the phone call. We will submit a formal proposal in 30-60 days with suggestions for new criteria.

- **Other**

- Attended the Northwest Agricultural Show at the Oregon Fair Grounds with the GM to explore contacts with hazelnut farmers and processors
- Contacted Doug Cooper of Hampton Lumber to learn more about their supply chain and whether or not they have any transportation needs that can be met or facilitated by the Port of Newport. The location of their mills, and the presence of rail spurs at most of them make the Port of Newport a highly unlikely option for them. If they ship any of their products south, they currently connect to the rail system directly at their mills, so it's more economical for them to load their products directly into the rail system and transport to California by rail than it would be to truck to Newport to catch a barge, then sail to California and truck it once more to its destination. When departing internationally, their mill locations are much closer to the Ports of Astoria and Portland. Doug was very gracious with his time, but highly doubtful that Hampton would be in a position to ship out of Newport any time soon. He did say that they had considered it in the past and decided it wasn't economical.

Maintenance Crew

We purchased two used replacement truck beds for two Ford Rangers in Southbeach that have heavy rust in the beds. The maintenance crew is prepping, priming, and painting the beds to match and will install them as soon as the work is complete.

Framed up a room in the loft at the International Terminal Building to create another storage room. This will allow us to move the old documents and photos kept in the rear break room in the Terminal building in a better and more organized location.

Fabricated steel piling caps for the NOAA Pier.

Filled in at the Terminal at times when Don needed a forklift operator to get time off and to keep things moving.

Newport International Terminal- Don Moon, Supervisor

Billable Services Performed this Period (November)

- | | |
|---|---|
| <input checked="" type="checkbox"/> Forklift – Hrs 95.5 | <input checked="" type="checkbox"/> Moorage – 166D |
| <input checked="" type="checkbox"/> 30 Ton Hydraulic Crane – Hrs 33.5 | <input checked="" type="checkbox"/> Hoist Dock Tie Up – Hrs 137 |
| <input checked="" type="checkbox"/> Labor – Hrs 100 | <input type="checkbox"/> 120V power – 0 |
| <input checked="" type="checkbox"/> Other (Net Work) – 10Days | <input checked="" type="checkbox"/> 208V power – 164 Days |

Special Projects: *(Not regular maintenance & repair tasks. Enter project name and notes)*

Completed In Progress Replace all bulbs on light poles.

Completed In Progress Build storage room in loft.

Completed In Progress Replace Gutter on East side of Terminal storage rentals.

Completed In Progress

Completed In Progress

Commercial Marina- Kent Gibson, Harbormaster

Billable Services Performed this Period:

Forklift – 130.25Hrs

Hoist Dock Crane(s) – 13.5Hrs

30 Ton Hydraulic Crane - Enter #.Hrs

Dock Tie Up – 206.75Hrs

Launch Tickets - Enter #. passes sold

Other (Labor) – Hrs

Special Projects: *(Not regular maintenance & repair tasks. Enter project name and notes)*

Completed In Progress

Completed In Progress

[Click here to enter text.](#)

Completed In Progress

[Click here to enter text.](#)

Completed In Progress

[Click here to enter text.](#)

Completed In Progress

[Click here to enter text.](#)

Completed In Progress

Other: *(Enter issues, events, large purchases and other notable items)*

#2 hoist brake motor failed Just before Christmas. We had it replaced in a timely manner as to not interrupt the fishermen using the hoist dock to load their boats with pots.

Crab season was pushed out till January 4th 2019. Even with the extension there were a few boats that waited till the last minute to load gear.

Tie up time for the month of December was 121% higher, and Forklift usage was 189% higher than in November.

Also, tie up time was 91% higher and Forklift usage was 99% higher Compared to December 2017. These numbers reflect the earlier crab opener than last year when it opened January 15..

SOUTH BEACH MARINA – CHRIS URBACH, HARBORMASTER

We had 295 boat launches in Dec. 2018.

I will be working with Aaron in developing an RFQ, for installing 3 new load centers on a, b and c docks. I had been waiting for a locale vendor to help with equipment considerations, but they are shorthanded and can't get to it.

The new sewer pumps have been installed and are operating perfectly.

We have awarded the siding replacement on the House of Spirits, and central restrooms to Trevillian Construction.

I have been in contact with Doug Orr, the Seafood and Wine chair, and things look like they are on track.

I have allowed Anderson Construction to use a small portion of the boat trailer parking lot, for parking during the off season only for their workers. I see the parking situation getting worse during the pick season.

We had a water leak at the south restroom surface that had probably been leaking for some time underground. I'm hopeful that we will see a significant drop in our water bill for that building.

I purchased two Ford Ranger truck beds, at a wrecking yard in the valley. We have the maintenance crew painting them white, and I hope to have them installed by the end of the month. The original beds got the coast disease.

The south beach crew has been busy installing the new site lights in the marina RV Park.

NOAA MOC-P – Jim Durkee, Facility Manager

Special Projects:

Completed In Progress NOAA Pier Dredging: Dredge spoil site work is complete. Dredge barge and equipment is staging at NIT.

Other:

Vessels Using the Facility Since My Last Report – NOAA vessel Rainier, NOAA vessel Bell M. Shimada. Still no final count reports yet, for 2018, approximately 1500 passengers crossed the bar on vessels using the NOAA wharf.

Most of NOAA staff has been furloughed due to federal government shutdown. NOAA uniform personnel have been on duty without pay. I ran into some difficulty trying to retrieve data for the dredge computer from the NOAA Geodetic Survey website as it was also closed. We ended up pulling data from multiple other sources, old drawings etc.

Both Rainier and Shimada have contractors performing maintenance at the pier. The vessels are berthed at the east end of the pier where they will not interfere with dredging.

I replaced the rest of the light fixtures in the office bathrooms, a total of 9 of them. The old ones would get hot causing the lenses to drop out.

I hired a contractor to replace all the breakers and receptacles on the floating dock. The old ones had become corroded in the marine atmosphere despite being 'Marine Grade'.

I had the elevator emergency phone replaced and switched to Kings III monitoring in hopes of better phone performance and phone response. The new phone line is cellular so I was able to drop the old line from the bill.

Port Mates Volunteers

Continued gathering photos for the website and other promotional material.



SW 27TH ST

SW ABALONE ST

SW COAST HWY

S COAST HWY

SE PACIFIC WY

SE MARINE SCIENCE DR

SE FERRY SLIP RD

i.

Mitigation Monitoring Report Cover Sheet OREGON DEPARTMENT OF STATE LANDS

Block 1: Port of Newport Eelgrass Bed Restoration Project--- Identifiers

DSL Permit #	44908-RF 44953-RF	COE Permit #	NWP-2009-627(2) NWP-2007-832(2)	Permittee	Port of Newport
County	Lincoln	Report Date:	November 30, 2018	Monitoring Year	6
Date Removal-Fill Activity Completed:		Winter 2010-2011			
Date mitigation was completed:		Grading	Winter 2010-11	Planting	July 2011 & July 2012
Report submitted by:		Pacific Habitat Services, Inc.			

Block 2: Monitoring Report Purpose

This monitoring report is for monitoring a project that includes: (check all that apply):

- Compensatory **freshwater** wetland mitigation for permanent wetland impacts.
- Compensatory **estuarine** wetland mitigation for permanent wetland impacts.
- Only non-wetland** compensatory mitigation.
- Only mitigation for temporary** impacts that had a monitoring requirement.
- Voluntary** wetland enhancement, creation or restoration (General authorization or individual permit) not funded with money from our wetland mitigation revolving fund.
- Voluntary wetland enhancement, creation or restoration (General authorization or individual permit) funded with money from **our wetland mitigation revolving fund**.
- Mitigation Bank** Report
- Other _____

Block 3: Results

	Performance Standards	Fully Met? (Y/N)	Comments/Reason for shortfall (mark NA if doesn't apply this year) *
[44908] #60 [44953] #65	Establishment of Permanent Monitoring Locations Required: Monitoring transects shall be established as illustrated in Application, Figure 14F. Sampling quadrats shall be 0.25 square meters spaced at 15-foot intervals.	Y/N	A total of 1,027--0.25 ^{m2} quadrats were spaced at 15-foot intervals along transects spaced roughly 15-feet apart, arranged in a grid pattern through each site. Permanent monuments were not practicable for each plot due to tidal action. Plots were located in field by GPS.
[44908] #61 [44953] #66	Acreage Required: The CWM site will have a minimum of 0.68 acres [44908-RF]/ 0.03 acres [44953-RF] of restored estuarine aquatic bed (eelgrass bed) and 0.05 acres [44908-RF] of restored estuarine unconsolidated shore (mudflat) by the end of the mitigation monitoring period.	N	This areal standard has likely not been met, especially in light of the recent inadvertent fill activity resulting from Corps dredging operations. The fill completely inundated the recently planted backwater channel in the SE portion of Area A.
[44908] #62 [44953] #67	Density: To receive eelgrass bed mitigation credit, average shoot density within the bed shall be 100 shoots per square meter and no single plot shall have density less than 20 shoots per square meter with no single quadrat less than five shoots. This criterion shall apply beginning the fourth monitoring year and apply thereafter for the duration of the monitoring period.	N	Sampling of 0.25 ^{m2} quadrats in Areas A to C indicated that the minimum density standard (20 shoots per square meter) was met in a 0.84-acre area in 2018 (down only slightly from 2017); however, some plots had densities of less than 5 shoots. The area meeting the target density standard of 100 shoots per square meter was restricted to a 0.31-acre area in 2018 (down from 0.40 acres).

ii. NOAA Marine Operations Center/ International Terminal Mitigation: Purpose and Overview

A. Location

The project area and mitigation sites are located at:

- T11S, R11W, Section 17; Tax Lot 100
- Lat: 44.625204° North Long: -124.047354° West

Driving Directions: Follow Oregon Highway 20 west into Newport; Turn left onto Oregon Coast Highway/U.S. 101; Access to the NOAA leased property from Highway 101 is possible by driving south over the Yaquina Bay Bridge and taking the first right on SW Abalone Street. Continue approximately 0.75 miles on SW Marine Science Drive to the property.

For access to the International Terminal site, head west on Oregon Highway 20 into Newport, turn left onto SE Fogarty Street; turn left on SE Bay Boulevard; after 1.5 miles turn right on Port Dock. The International Terminal site is located adjacent to the bay.

B. Mitigation Goals and Objectives.

NOAA MOC-P Facility

This project involved the construction of a National Oceanic and Atmospheric Administration's (NOAA) Marine Operations Center – Pacific (MOC-P) facility in Newport. The MOC-P coordinates NOAA's ships in the Pacific Ocean, and provides a home to four of the ships in the fleet. The MOC-P team is comprised of approximately 75 NOAA Office of Marine and Aviation Operations (OMAO) officers and administrative staff, and approximately 115 crew members associated with the four vessels typically home ported at MOC-P.

The construction of MOC-P unavoidably impacted eelgrass growing in the intertidal (i.e. between +11.5 feet and -2.4 feet NAVD 88) and subtidal zones (i.e. below -2.40 feet NAVD), an area of unvegetated tidal flat in the intertidal zone, and the water column. The loss of eelgrass and unvegetated tidal flat resulted from dredging, the construction of piles to support an access pier to the main wharf, a small area of riprap and from the shade cast by the western access pier on the eelgrass bed. The loss of water column occurred from the construction of piles and fender piles for the main wharf, two access piers, and three dolphins.

Losses: The total permanent impact to eelgrass (*Zostera marina*) from the construction of the MOC-P facility was 0.68 acres.

- 0.65 acre of eelgrass bed was impacted by dredging within the intertidal and subtidal zones. The dredging will lower the surface elevations by up to 11 feet making the loss of eelgrass permanent.
- 0.009 acre of eelgrass bed was impacted by the construction of eight 36-inch diameter piles to support the western access pier.
- 0.02 acre of eelgrass bed was likely impacted from the shade cast by the western access pier deck.

International Terminal Facility

In addition to the above impacts related to construction of MOC-P, a smaller nearby Port project also was assessed for impacts to eelgrass beds. The purpose and need of the proposed International Terminal project was to renovate the facility as well as remediate two 1940s era ships of all contaminants. The remedial work ensured that contaminants from the two ships were no longer a threat to the Bay. Renovation work created the necessary infrastructure to ensure the Port of Newport could support the local and distant water fishing fleet, and also created a multipurpose dock for future deep draft vessel operations.

Losses: The total permanent impact to eelgrass from the renovation of the International Terminal and the placement of riprap was 0.03 acres.

Three important functions that eelgrass beds provide are fish and wildlife habitat, biogeochemical cycling, and sediment trapping and habitat stabilization. The overall goal of the mitigation plan is to provide a net gain of these functions in the Yaquina estuary. The specific goals are to restore 2.04 acres of eelgrass habitat to three separate areas (designated as Mitigation Areas A, B, and C) that have been filled for several decades, and to enhance 0.63 acre of the existing intertidal zone at three locations that do not fully provide these functions.

Within Yaquina Bay, *Z. marina* can be found in three distinct tidal zones: 1) a permanent bed of perennials in the lower intertidal and subtidal zones <0.0 m mean lower low water (MLLW); 2) an intertidal transition zone (0.0 m to +0.5 m above MLLW) consisting of perennial patches and annual shoots; and 3) an upper intertidal zone (+0.5 m to +1.5 m above MLLW) consisting of only annual shoots (Bayer 1979). Within the three areas the mitigation plan will restore the lower intertidal zone and lower transition zone, allowing conditions conducive for the growth of perennial eelgrass beds.

The enhancement portions of all three mitigation areas lowered the existing upper transition and upper intertidal areas to depths sufficient to achieve lower intertidal transition and lower intertidal areas. The enhancement areas previously contained unvegetated tidal flat, along with both the non-native *Z. japonica*, and higher stands of annual *Z. marina*. The intertidal areas were lowered to create conditions more conducive to perennial *Z. marina* and less hospitable to *Z. japonica*. The enhancement of all three areas was necessary to ensure adequate tidal exchange within the restoration areas.

The mitigation goals were to be achieved by excavating approximately two feet of upper intertidal fill from three separate areas of the shoreline to restore a daily tidal cycle. A summary of each mitigation area's treatment is as follows:

- Mitigation Area A (located in the northern half of a dredge spoils area managed by the Port) was excavated to sufficient depths (lowest depth of -4 feet NAVD) to ensure sufficient tidal exchange and wave action to flush sand, silts and macroalgae out of the mitigation area. Mitigation Area A aims to restore approximately 1.88 acres of eelgrass habitat from the dredge area and enhance approximately 0.53 acre of nearshore habitat by removing the non-native *Z. japonica*, provide better habitat for the native *Z. marina*, and ensure that the adjacent restoration area will have sufficient flow velocities to flush sediment and to better support native eelgrass beds.

- Mitigation Area B includes 0.10 acre of restoration (achieved by removing an inoperative fish ladder and associated riprap) and 0.06 acre of eelgrass habitat enhancement (by excavating a bench at -1 feet NAVD). Removing the non-native *Z. japonica* on the bench was to provide better habitat for the native *Z. marina*, and ensure the adjacent restoration area will have sufficient flow velocities to flush sediment and better support native eelgrass beds.
- Mitigation Area C includes 0.06 acre of restoration (achieved by excavating the existing shoreline and removing riprap). A 0.04-acre enhancement area was also excavated in front of the mitigation area to achieve the same goals as described for Mitigation Areas A and B. Mitigation Area C was excavated to a bed elevation of -2 feet NAVD.

The southern and eastern portions of Mitigation Area A were planted in July 2011. Portions of the northern mitigation area were planted in July 2011 and July 2012. Mitigation Areas B and C were planted in July 2011.

The DSL and Corps permits stipulated that several conditions be met by the above mitigation activities; these were generally dictated by the Terms and Conditions of the NMFS' Biological Opinion (dated November 9, 2010) issued for this project. The specific DSL permit standards to be met are listed on the above cover sheets.

The Corps of Engineers simply references the NMFS' Biological Opinion, which includes the following performance standard;

- “The Port will consider the mitigation areas successful when there is 0.68 acres of eelgrass growing at the same shoot density as the area dredged [(100 shoots/square meter * 2752 square meters)=275,200 shoots]. The applicant expects to see on average a 150% increase in eelgrass shoots every year. As such the applicant expects to meet success criteria in the sixth year of monitoring” (pg. 18, NWP-2009-627 (2), Enclosure 5).

C. Maintenance and Management Actions

Remedial grading activities were performed in the winter of 2014-2015 in the southeastern portion of Area A, after which the newly disturbed surfaces were allowed to stabilize over the following winter and spring of 2015-16. A remedial planting effort was then conducted in late June 2016, at which time as many as 1,000 rooted stems were harvested from healthy stands elsewhere on site and transplanted into the recently excavated portions of Area A.

Monitoring conducted in 2017 indicated that at least some of the transplants had successfully established themselves in the remedial planting area. However, spoils generated by Corps dredging activities in the South Beach Marina area during January 2018 were not properly contained within either a receiving or secondary settling pond. As a consequence, a large volume of water heavy with dredge spoils was allowed to pour out into the bay, smothering nearly the entire remedial planting area. It is estimated that an acre or more of backwater channel in the embayment was substantially filled by the spoils release.

iii. Summary Data

A. Methods

Eelgrass monitoring was conducted during low spring tide for accessibility, using 0.25^{m2} quadrat frames as sampling units. This year's monitoring occurred on July 13 to 15, 2018. A shapefile was initially created for a sampling grid with 15-foot spacing between quadrats. The grid was established across the site by pinpointing each plot center using a GPS unit, and shoot numbers were then tallied within each sampling frame.

A spatial interpolation of the shoot numbers (using triangulated irregular network, or TIN, analysis) was later applied to generate a map of shoot densities across the site.

B. Sampling Locations

A total of 1,027- 0.25^{m2} quadrats were spaced at 15-foot intervals along transects spaced roughly 15-feet apart (Area A), comprising a rough grid. The plots were placed using a GPS unit with the grid included as a shapefile. *Note: permanent monuments were not considered practicable for each plot due to the dynamic tidal action, which would either float away or bury most if not all of the monument markers.* The smaller areas B and C required relatively few plots, which were located by GPS using the same grid spacing as in Area A.

C. Vegetation Performance Standards

Performance Standard 1 Result:

(DSL #62/67) Density: To receive eelgrass bed mitigation credit, average shoot density within the bed shall be 100 shoots per square meter and no single plot shall have density less than 20 shoots per square meter with no single quadrat less than five shoots. This criterion shall apply beginning the fourth monitoring year and apply thereafter for the duration of the monitoring period.

Summary Metric: This standard was not met again this year. A TIN analysis was conducted for the 15-foot sample grid in Area A, to determine the area of eelgrass meeting the minimal shoot density (20 shoots per square meter). The analysis showed that minimal shoot densities in 2018 had fallen slightly from their 2017 high point, and that the total area showing higher shoot densities (up to 100 shoots per square meter) had also fallen since 2017, primarily in Mitigation Area A.

Eelgrass densities in Mitigation Area A meeting the minimum required density of 20 shoots per square meter, dropped to 28,169 sq. ft. (0.65 acre) in 2018. Eelgrass shoots sampled in Mitigation Areas B and C (combined) met the minimum required density of 20 shoots per square meter within an area of 8,210 square feet (0.19 acre) in 2018, a slight gain over 2017.

Areas exceeding the 100 shoots per square meter standard tend to be relatively low and can fluctuate significantly from year to year. Values for Mitigation Area A ranged from 5,329 square feet (0.12 acre) in 2013, dropped to 1,172 square feet (0.03 acre) in 2014, then rose in consecutive years to a high of 14,280 square feet (0.33 acre) in 2017 before dropping back significantly in 2018 to 10,128 square feet (0.23 acre). Listed values are included in Tables 1 and 2 below.

Table 1. Eelgrass Shoot Density Categories and Areas (in square feet) covered within each mitigation site (July 13-15, 2018)

Density Categories	Cover by category (Sq. Ft.)			2018 totals
	Area A	Area B	Area C	
>= 20 shoots/ square meter	28,169	4,669	3,541	36,379
>=40 shoots/ square meter	21,843	4,091	3,096	29,030
>=60 shoots/ square meter	16,807	3,570	2,522	22,899
>=80 shoots/ square meter	13,137	2,837	1,989	17,963
>=100 shoots/ square meter	10,128	2,130	1,340	13,598

Table 2. Eelgrass Shoot Density Variations within Area A (2013 to 2018)

Density Categories	Area A cover by category (Sq. Ft.)					
	2013	2014	2015	2016	2017	2018
>=20 shoots/ square meter	32,868	31,742	17,673	20,593	30,122	28,169
>=40 shoots/ square meter	17,864	14,190	11,268	14,126	23,845	21,843
>=60 shoots/ square meter	9,897	7,150	7,078	8,917	19,726	16,807
>=80 shoots/ square meter	7,383	3,358	4,124	5,430	16,701	13,137
>=100 shoots/ square meter	5,329	1,172	2,123	3,224	14,662	10,128

Performance Standard 2 Result:

(DSL #63/68) Invasive Species Cover: *The cover of non-native eelgrass species (Z. japonica) shall be no more than 15% for the duration of the monitoring period.*

Summary Metric: This standard has again been met for the sixth year, with no invasive eelgrass (*Z. japonica*) documented within the sample plots. Note, however, that the non-native grass was again detected within Area A this year, as only a few scattered individuals and a small clump, with none located within sample plots. The plant is not considered a control issue at this time.

D. Maps and Figures

Figures 1 and 2 show the project location and surrounding development on recent aerial photos, while Figures 3 and 3a show the mitigation sites relative to the project layout. Figures 4A and 4B depict the results of the 2018 eelgrass density survey, while Figures 5 to 7 provide photo documentation of the project sites in 2018. All figures are included in Appendix A.

v. Conclusions and Recommendations

A. Project Status

Area A

The 2018 monitoring of the eelgrass (*Zostera marina*) mitigation areas for NOAA MOC-P impacts revealed a few significant changes from the previous years' monitoring. The distribution of eelgrass beds within the study area continues to be reshaped by tidal currents and wave action, which strongly affect both the movement of sediments as well as the formation of algal mats within this relatively isolated portion of the Yaquina Bay estuary.

Most notably, however, significant changes occurred as a result of large volumes of sediment released into the southeastern portion of Mitigation Area A. A Corps of Engineers' dredging contractor improperly discharged the spoils into poorly constructed settling ponds in the large sandpile south of the mitigation area, resulting in releases of heavily silt-laden water. While the overall volume of material cannot be quantified, as observed at low tide it had raised the elevation of the backwater channel area up to nearly the same level as the well-stabilized area to the north. As a consequence, the pattern of tidal flows into and out of the mitigation area had been irreversibly altered, with the area subject to remedial dredging and eelgrass planting being effectively buried.

Generally the highest density eelgrass populations have been those on the site's northern edge along Yaquina Bay. However, comparison of the TIN analyses from 2015 through 2018 suggests that eelgrass is still being lost from the western portion of this bay edge. These losses have likely increased both as a result of channel morphological changes as well as wave action generated by fishing boats and other river traffic.

The overall areas meeting a given density (20, 40, 60, 80, and 100 shoots per square meter) also significantly decreased between the 2017 and 2018 summer monitoring seasons. Given the variations from year to year previously observed for this site, no single factor may be responsible for this decrease. Nevertheless, the recent dredge spoils spill certainly eliminated the remedial eelgrass planting in the southeast portion of the site, apparently altered the circulation patterns and sand deposition around the northeast outflow channel, and likely contributed to changes in tidal flow patterns across the site.

Sand Transport Dynamics

Sediment movement along the bay edge has continued to facilitate tidal and wave erosion within the more western, higher density eelgrass populations. This erosion can be seen as topographic changes along the bar, as well as by the numerous eelgrass rhizomes largely exposed as a result of the recent substrate loss.

Occurring along with sand loss in the western portion of Area A has been the deposition of a fine sand ridge near the central portion of the bay edge. The finer material takes on the character of quicksand when the tidal level drops; very little eelgrass is found in these areas. Further east near the off-channel mouth, the eelgrass shoots along the bay edge are both larger and more scattered as they extend deeper into the subtidal range.

Near the eastern end of Area A, in an area immediately northwest of the off-bay channel, the eelgrass population has mostly stabilized since 2017. A previous increase in colonization along a curving band bordering the south and west sides of the elevated central portion of Area A is still apparent, as shown in Figures 4A and 4B.

The additional excavation conducted in early 2015 to deepen the southern channel edge was allowed to stabilize over the 2015 growing season and was not replanted until late spring 2016. The remedial excavation likely changed the tidal prism in the southern part of Area A sufficiently to alter tidal circulation patterns. Higher eelgrass densities along the off-channel edges likely resulted from the increased tidal exchange; however, any such changes were effectively negated by the sand spoils released into the off-channel area in early 2018. New tidal drainage channels are already being cut into the surface of the newly deposited material.

Algae

As noted in previous years, the lower elevations within Area A appear to be most susceptible to the accumulation of marine algae, especially where tidal currents are weakest. Extensive algal mats (primarily *Ulva* spp.) have accumulated on the surface of the monitoring plots in all four years of sampling, ultimately forming a reducing muck in some areas. The mostly horizontal algal mats probably don't compete with eelgrass fronds for light within the water column, although the reducing conditions created by decomposing algae may be inhibiting shoot development (probably from higher sulfide concentrations and resulting toxicity within the substrate).

Area B

Area B consists of a narrow swale separated from Yaquina Bay by a low rocky ridge which until recently supported only a sparse cover of eelgrass shoots. The swale itself (near the riprap seawall) has typically supported a more robust cover of eelgrass, although colonizers have gradually spread along the north side of the rocky ridge.

Constraints of site geometry probably restrict the potential for greatly increased eelgrass at this location; nevertheless, substrate conditions for eelgrass have continued to improve in Area B since 2016, with an increase in >20 shoots/ square meter area from 3,598 square feet to 3,514 square feet and 4,669 square feet in 2017 and 2018, respectively. This latest increase likely indicates that longshore movement of sand continues to fill in more deeply inundated or rockier portions of the site, expanding the area of suitable substrate for plant establishment.

Area C

A sandbar extends west into Area C from its eastern edge. Eelgrass is well established on the relatively high gradient north slope of the bar, which extends offsite into Yaquina Bay. The area between the sandbar and the riprapped bank to the south is largely comprised of a thick layer of algal muck, but nevertheless maintains a relatively sparse, yet robust eelgrass population. The water depth increases toward the western end of the site, which remains essentially devoid of eelgrass.

Eelgrass habitat has gradually improved in Area C, increasing in >20 shoots/ square meter area from 2,115 square feet in 2016, up to 3,530 square feet and 3,541 square feet in 2017 and 2018, respectively. Last year's increase likely indicated that longshore movement of sand had

provided more suitable substrate by filling in more deeply inundated portions of the site, but that comparatively little change has occurred since then.

Eelgrass Densities and Estimated Stem Numbers

The mitigation project is still not in compliance with performance standards, as has been described in previous sections. Eelgrass densities in Area A have dropped somewhat in all categories from 2017 levels.

Eelgrass densities in the northern portion of Mitigation Area A had dropped somewhat from 2017, with the area meeting the minimum required density of 20 shoots per square meter at 28,169 sq. ft. (or 0.65 acre) in 2018. By contrast, eelgrass shoots sampled in Mitigation Areas B and C (combined) increased somewhat in 2018 to meet the minimum required density of 20 shoots per square meter in an area of 8,210 square feet (or 0.19 acre).

Invasive Species Cover

The non-native eelgrass species (*Z. japonica*) was again observed this year in Area A; however, this species was present only as a few individuals and a small clump, was not encountered within sampling plots, and does not warrant any kind of remedial measures at this time.

B. Recommendations

No remedial plantings are being recommended, since any surviving plants from the 2016 remedial planting were buried by the dredge spoils release in January 2018. In addition, the changes to tidal flows across Area A as a result of the spoils release may have negatively affected the remaining eelgrass populations, although the extent of any impacts cannot be readily quantified.

Due to the likelihood that the eelgrass community will never increase to the densities required by the DSL and Corps permit conditions (especially given the recent setback), it is imperative that agency personnel meet with the Port to discuss other alternatives for determining success. Alternative measures for success at the site might simply reflect lower average density levels that are more in line with a still healthy but less dense stand of eelgrass. Eelgrass communities vary greatly between different sites due to such variables as tidal and riverine current velocities, wave action, sediment load, substrate composition, and salinity, among others.

To expect a created and/or restored estuarine habitat to develop in a similar manner to any other estuarine or marine system is overlooking the true complexity of these systems and applying a 'one size fits all' approach to measuring success. As such, we are proposing that a modified set of conditions be adopted that better reflect the variables of this site, especially in light of the wide range of measures recommended by experts in the field.

Appendix A

Figures





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1/7/14



Pacific Habitat Services, Inc.
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Wilsonville, OR 97070

General Location - NOAA MOC-P and International Terminal facilities, Newport, Oregon

(Source: GoogleEarth 2013)

FIGURE

1

5/24/2012

Mitigation Area A

Mitigation Area B

Mitigation Area C



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1/7/14

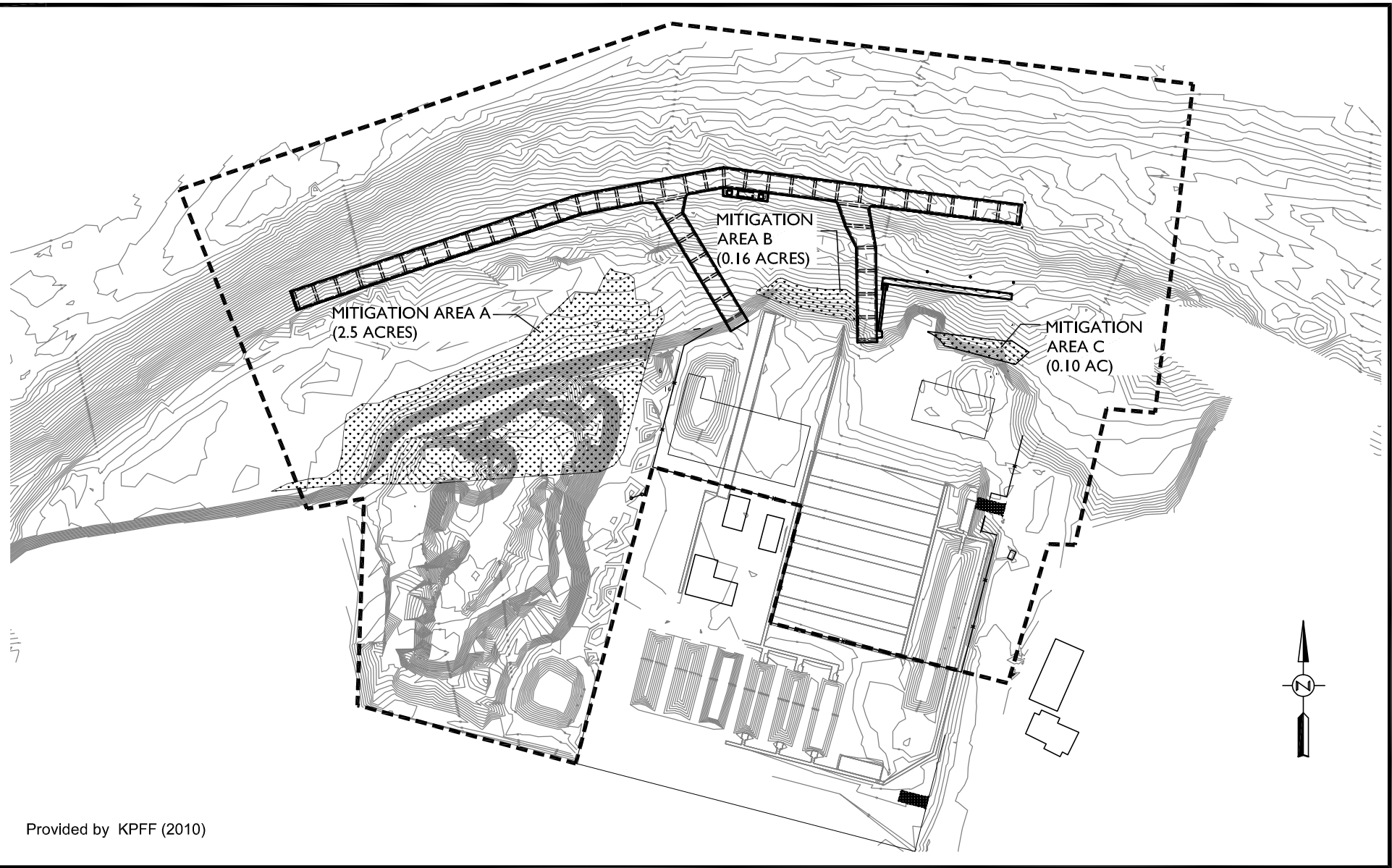


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Wilsonville, OR 97070

May 2012 Aerial
NOAA MOC-P Facility Eelgrass Mitigation Areas, Newport, Oregon
(Source: GoogleEarth 2013)

FIGURE

2



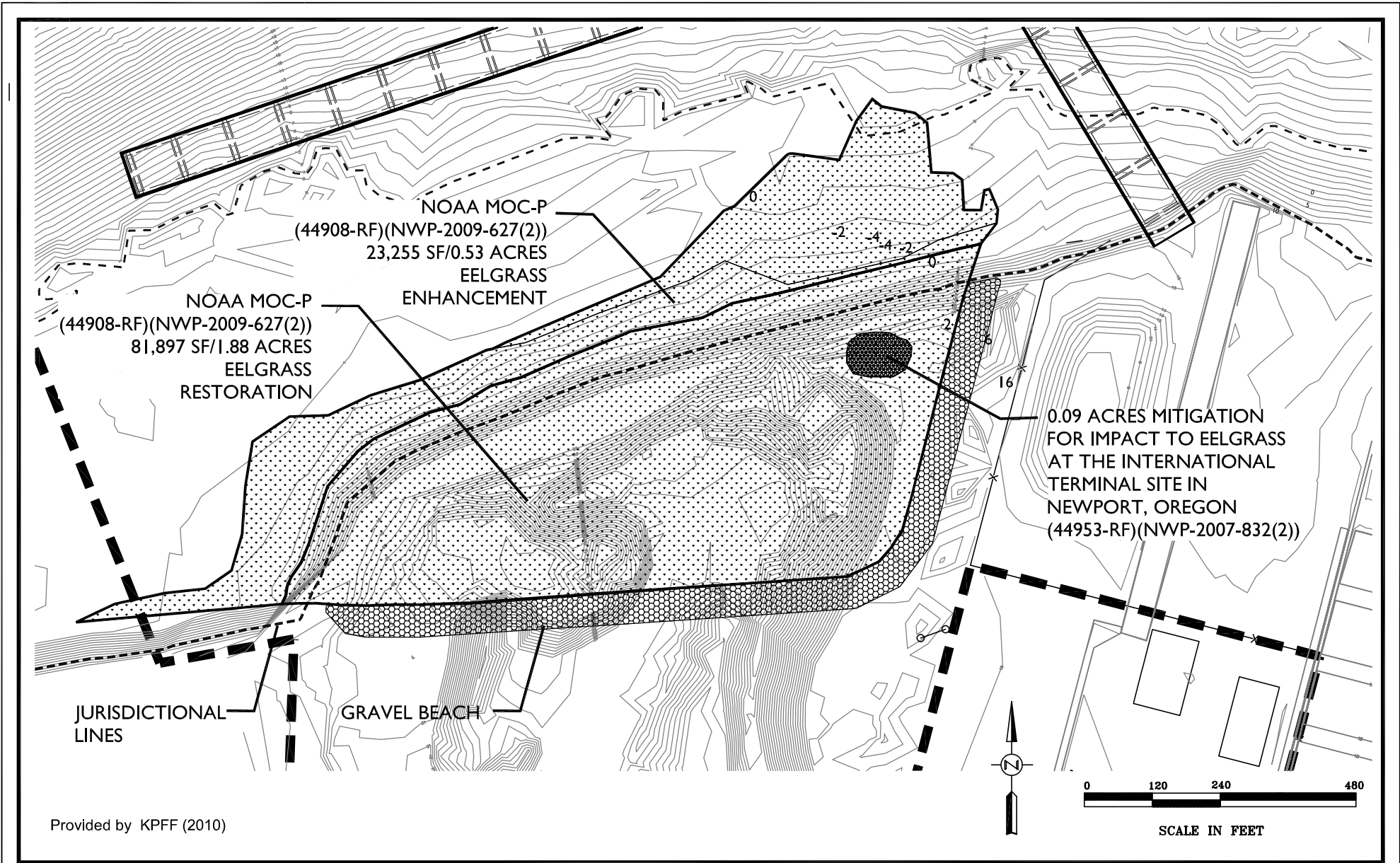
Provided by KPFF (2010)



Mitigation Plan, Areas A -C
 NOAA MOC-P Facility and International Terminal Eelgrass Mitigation Areas
 Newport, Oregon

FIGURE
3

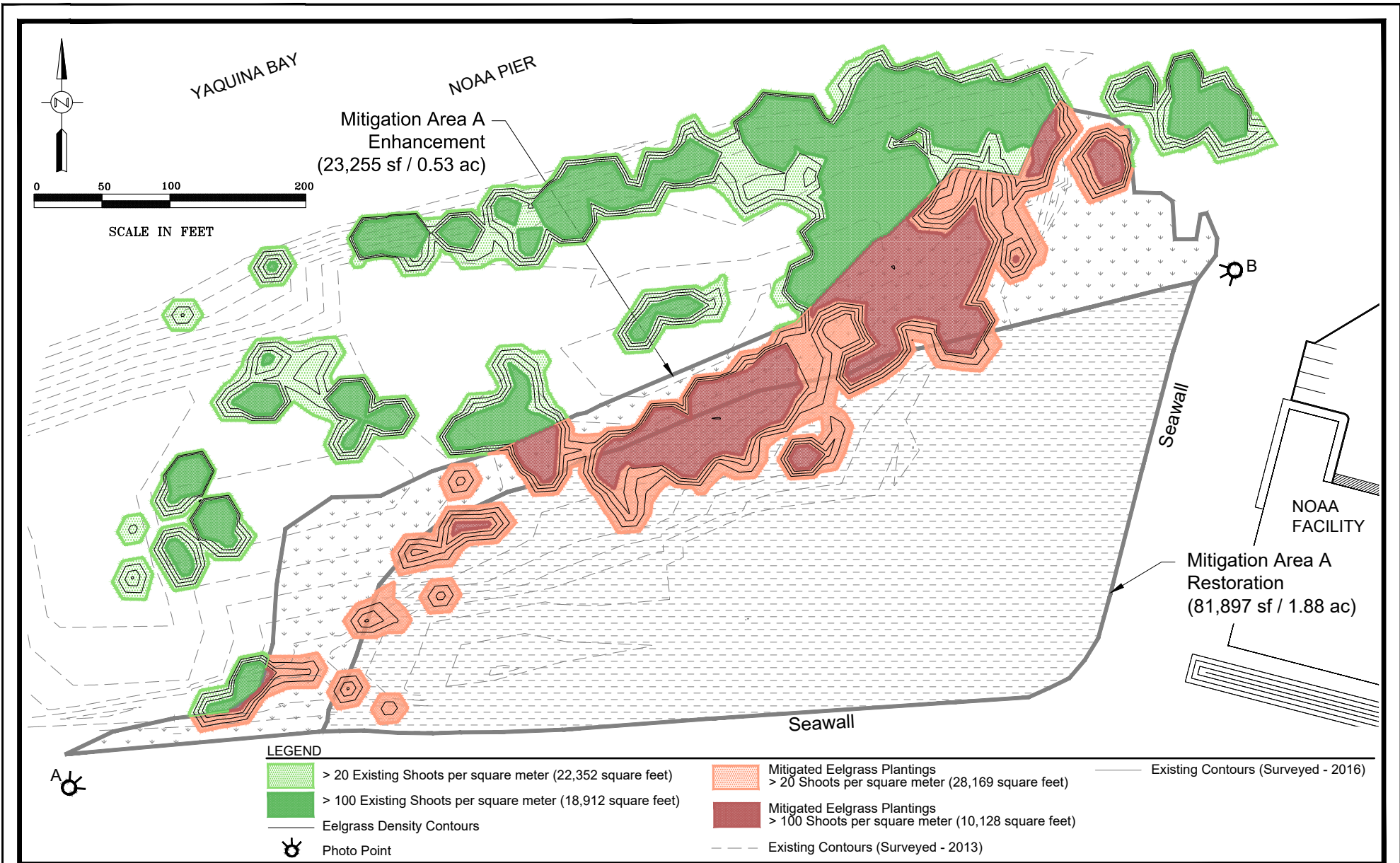
3-15-2017



Mitigation Area A
NOAA MOC-P Facility and International Terminal Eelgrass Impacts
Newport, Oregon

FIGURE
3A

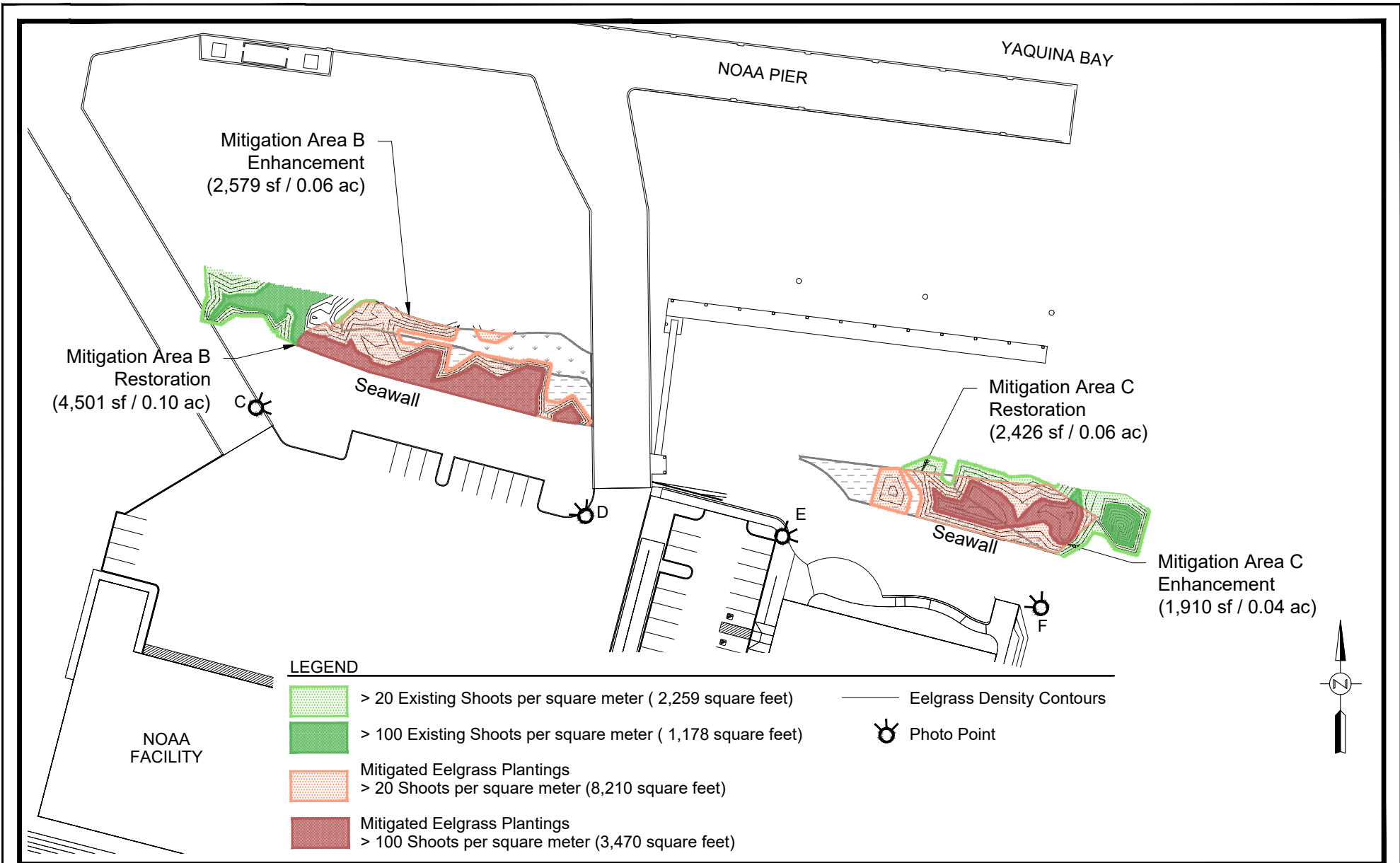
3-15-2017



2018 Eelgrass Density Survey
 NOAA Marine Operations Center - Newport, Oregon

FIGURE 4A

11-13-2018



2018 Eelgrass Density Survey
NOAA Marine Operations Center - Newport, Oregon

FIGURE
4B

11-13-2018



Top photo (A): Taken from top of bank at west end of Area A, looking to northeast.

Bottom photo (B): Taken from top of bank at south-east corner of Area A, looking to northwest.



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11/7/18



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Photo documentation of Mitigation Area A
NOAA MOC-P Facility Eelgrass Mitigation Areas, Newport, Oregon
Both photos taken on July 14, 2018

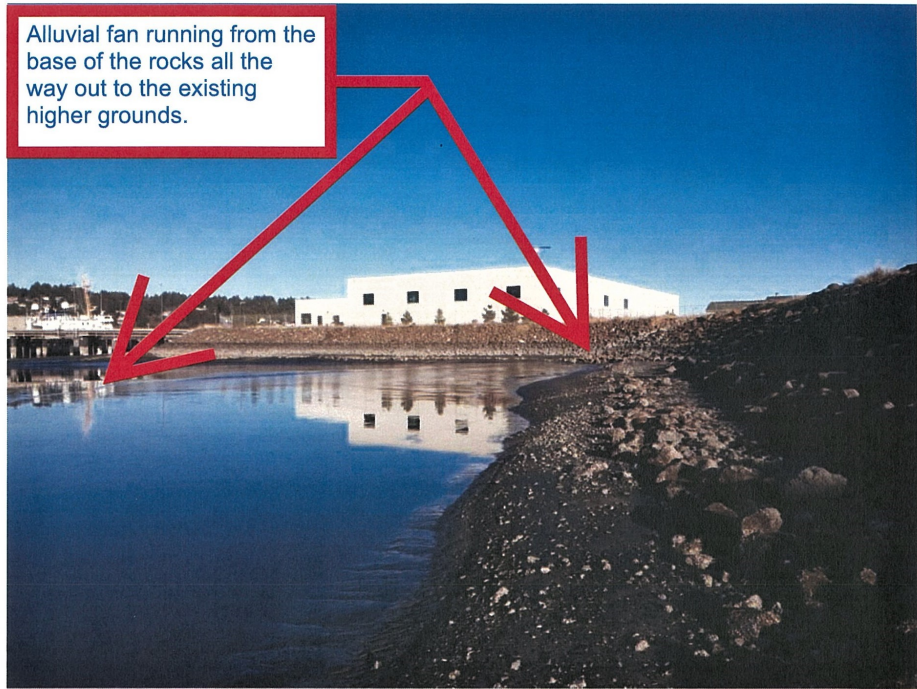
FIGURE

5

Before



After



Mitigation Area A: Dredge Spoil Impacts

Left photos

Taken from near SE corner of Area A, looking to northeast across spoils outfall area, from both before and shortly after sediment release.

Right photo

Looking east toward sediment release area from south bank of Area A.

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11/7/18



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Wilsonville, OR 97070

Photo documentation of Mitigation Area A Sediment Plume
NOAA MOC-P Facility Eelgrass Mitigation, Newport, Oregon
'After' photos from February 12, 2018 (Source: Port of Newport)

FIGURE

6



Top photo (not located on Figures 4a or 4b):

Taken from top of bank and looking northwest from the southeast corner of Area A, showing recent sediment plume from dredge spoils.

Photo taken on July 14, 2018.

Bottom photos (not located on Figures 4a or 4b).
Taken from SE corner of Area A, showing sediment plume at -1 tide.

Photos taken on April 19, 2018



4549
11/7/18



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Photo documentation of Mitigation Area A
NOAA MOC-P Facility Eelgrass Mitigation Areas, Newport, Oregon

FIGURE

7



Mitigation Area B
(both top photos)

Left photo (C):
Taken from top of bank from SW corner of Area B, looking to northeast.

Right photo (D):
looking to NW from top of bank.



Mitigation Area C
(both bottom photos)

Left photo (E):
Looking NE across site from top of bank.

Right photo (F):
Looking NW across site from top of bank.



4549
11/7/18



Pacific Habitat Services, Inc.
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Wilsonville, OR 97070

Photo documentation of Mitigation Areas B and C
NOAA MOC-P Facility Eelgrass Mitigation Areas, Newport, Oregon
All photos taken on July 14, 2018

FIGURE

8

RV PARK & RECREATIONAL MARINA OCCUPANCY REPORT

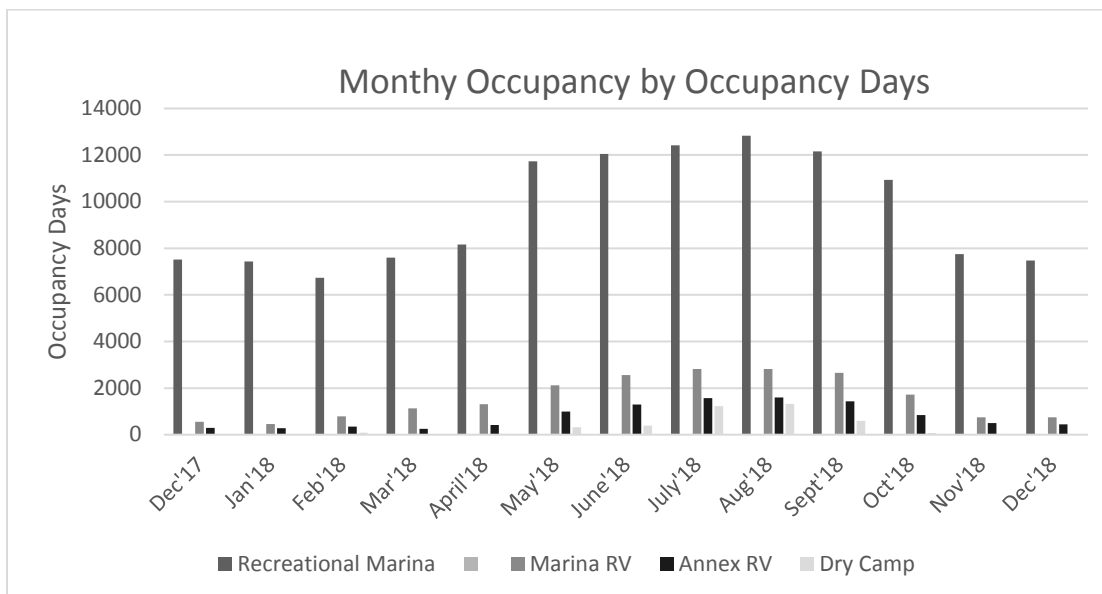
DATE: *11 January 2019*
RE: *Month Ending 31 December 2018*
TO: *Aaron Bretz, Director of Operations*
ISSUED BY: *Bill Hewitt, RV Park Supervisor*

The South Beach operation closed out its busiest year ever with a strong December. The Annex and the Marina RV Park were well ahead of last December, with dry camping up slightly and the Marina down slightly. The really good news is that 2018 was ahead of our previous most busy year 2017, by a nice margin. The South Beach Marina, the Marina RV Park, the Annex and dry camping all surpassed last years' numbers. Our total South Beach revenue topped 2 million for the first time in 2018.

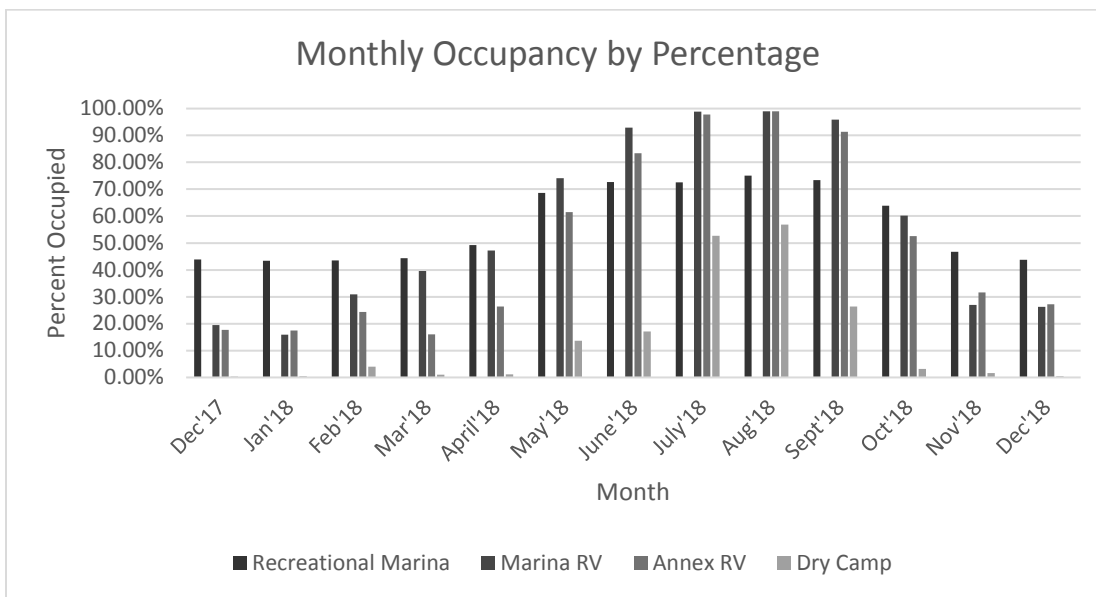
Some suggestions that I made that were adopted by the GM and the commissioners will increase revenue even more next year; moved start of summer season from May 1st to April 1st using April 2018 numbers as a guide this will increase revenue for April by roughly eleven thousand dollars. We also suggested that the dry camping surcharge for wine and seafood be reduced to 20 dollars from 50 dollars. This should help boost attendance and revenue during Wine and Seafood in the dry camping and alleviate the bad publicity that surcharge garnered. Last year we were off from the previous Wine and Seafood in dry camping by over 50%. Another suggestion I made that was adopted was to do away with the weekly rate. Basically we used to give away one day free with the weekly rate, this has been discontinued and will add an additional 41-55 dollars extra to all our weekly reservations and the Port's coffers. We are so busy now that we do not need to offer this special to gain extra nights. We also brought back the pet surcharge that was to be cut by the previous GM, this will add an additional two to five thousand dollars a year to revenue. Another change we made before it went into effect was the three season pricing tiers. This would have reduced revenue by discounting the spring rate when people are coming regardless of the weather or the price. Fortunately the Port Operations manager and the current GM have been receptive to these changes. They understand the demands and dynamics of the South Beach operation and have allowed us the opportunity to make suggestions and provide input. We truly feel like we are part of a team and have the support of the administration.

In conclusion, as we grow our business we have more challenges keeping our customers happy and at times a very small number of customers become disgruntled. We do not take any of our customers for granted and always do our best to resolve problems fairly and equitably. The South Beach staff and I believe that our numbers, along with positive feedback from customers, demonstrates that we are running an efficient, professional, customer friendly, entity for the Port that continues to surpass budget projections.

OCCUPANCY DAYS MONTH & YTD						
Dec'18	2017	2018	Change	YTD2017	YTD2018	Change
Recreational Marina	7511	7480	-0.41%	113543	117357	3.36%
Marina RV	555	749	34.95%	18641	19852	6.50%
Annex RV	286	438	53.15%	8728	9973	14.26%
Dry Camp	6	11	83.33%	3442	4103	19.20%



OCCUPANCY PERCENT MONTH & YTD						
Dec'18	2017	2018	Change	YTD2017	YTD2018	Change
Recreational Marina	43.89%	43.71%	-0.18%	56.35%	58.25%	1.90%
Marina RV	19.46%	26.26%	6.80%	55.51%	59.11%	3.60%
Annex RV	17.74%	27.17%	9.43%	45.98%	52.54%	6.56%
Dry Camp	0.26%	0.47%	0.21%	12.24%	14.98%	2.74%



GENERAL MANAGER'S REPORT

DATE: *January 22, 2019*
PERIOD: *December 19, 2018 – January 22, 2019*
TO: *Port of Newport Board of Commissioners*
ISSUED BY: *General Manager*

Legislative update

HB2284 has been assigned to the Joint Committee on Transportation. This committee meets on Wednesday's and Friday's during the session which begins today. Anyone interested in tracking the bill and its progress in the committee can long on to the Oregon Legislative Information Service and request email updates. I will be working with Stewart to make appointments for Commissioners to meet with Committee members in addition to assisting in arranging a meeting with the Coastal Caucus.

Strategic Business Plan Update

The comments received during our vision/values/mission statement update in our work session on Jan. 15 are incorporated into a document that will be presented to you shortly for review and final input. Once completed that document will be wrapped into the draft plan. We have received a draft project list for prioritization and incorporation into the draft plan as well. Once that is vetted with you, we will be ready to take the next step with the consultants and review the entire draft plan on February 12th in a work session followed by a public open house.

SSS Rampart Update

You will recall we applied for a small grant from Lincoln County to facilitate minor renovations to the former fruit production facility in South Beach to house the growing Sea Scout Program, SSS Rampart. We received notice of award of the grant and we are now working with Leon Noble to complete a Special Use Permit for a one-year term. The operations team will be working with contractors to update electricity, repair the roof, add new doors and apply paint to the facility to prepare it for the Sea Scouts. You will have a Special Use Permit for approval at the February meeting.

Teevin Update

Shawn Teevin was out of the country for a couple of weeks so we have no progress to report at this point. I have reached out to him to determine next steps in our conversation.

Recruitments

The General Manager recruitment is open through February 11. My last report from George Dunkel was very positive with a higher volume of resumes than our first round and numerous highly qualified candidates. Those interviews are scheduled to take place March 4.

The Director of Business Services recruitment first round of interviews did not bring the number of qualified candidates we had hoped for so a second round is now underway. The broader outreach has attracted more qualified applicants and a phone interview will be scheduled next week with at least four candidates.

Agriculture Outreach

Aaron and I have been making phone calls and attended the NW Agriculture Show to make contact with potential shipping customers. While we have not had concrete results at this time, we are generating the awareness that Newport is available for shipping cargo and making some beneficial contacts. We have plans to work with other ports and continue this outreach.