

**PORT OF NEWPORT BUDGET HEARING**  
**& REGULAR MONTHLY COMMISSION MEETING AGENDA**

Tuesday, May 26, 2020, 6:00 p.m.

This will be virtual through Zoom Meetings.

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

Live chat will not be monitored.

To submit public comment in advance of the meeting, you can submit it by completing the form on our website here, no later than 4:00 pm on Monday, May 25<sup>th</sup>.

<https://www.portofnewport.com/public-comment-budget-hearing-regular-commission-meeting-5-26-2020>

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

If you wish to comment during the meeting, you can join here: <https://us02web.zoom.us/j/85048065530>

If you are unable to join via computer, or do not have speakers or a microphone on your computer, you can dial in for audio. Call (669) 900-6833 or (646) 558-8656 and enter ID 850 4806 5530. Note that everyone will be muted by default. You will be admitted to the waiting room until it is time for you to comment.

If you are following the meeting on YouTube, please mute the video when it's your turn to speak.

<b>Fiscal Year 2020-2021 Budget Hearing (ORS 294.430)</b>	<b>Page</b>
I. Call to Order	
II. Public Comment (3 minute limit per person)	
III. Resolution 2020-07 Adopting the 2020-2021 Fiscal Year Budget, Making Appropriations, and Levying and Categorizing the Tax.....	17
IV. Adjournment	

**Regular Monthly Commission Meeting**

V. Call to Order	
VI. Changes to the Agenda	
VII. Public Comment (3 minute limit per person)	
VIII. Consent Calendar	
A. Minutes	2020
1. Regular Commission Meeting .....	April 28..... 19
2. 1 <sup>st</sup> Budget Committee Meeting .....	May 12..... 25
3. 2 <sup>nd</sup> Budget Committee Meeting .....	May 19..... 31
B. Security South Beach Fillet Tables .....	35
C. Financial Reports .....	37
D. Contracts	
1. DSL Waterway Lease 11720-SG, SB Marina (\$12,812.09).....	59
IX. Old Business	
A. Items Removed from Consent Calendar	
B. Accounts Paid .....	65

X.	New Business	
A.	Approve Cari Brandberg as Pos. 4 on the Commercial Fishing Users Group Committee, Limited Entry Seller, replacing Ernie Phillips (Bretz)	
B.	Resolution 2020-08 Setting Rates, Fees & Charges (Brown).....	79
	(ORS 294.160)(Res. 2020-09)	
C.	Commission Vacancy (Miranda)	
XI.	Staff Reports	
A.	General Manager.....	93
1.	Director of Finance & Business Services .....	97
	a) April Occupancy Report .....	103
2.	Director of Operations .....	105
XII.	Commissioner Reports/Comments	
XIII.	Calendar/Future Considerations	2020
	Regular Commission Meeting .....	Jun 23
XIV.	Public Comment (3 minutes limit per person)	
XV.	Adjournment	

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

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**FORM LB-1**

**PORT OF NEWPORT NOTICE OF BUDGET HEARING**

A public meeting of the Port of Newport Commission will be held virtually via Zoom on 22 May 2020 at 6:00 pm. The purpose of this meeting is to discuss the budget for the fiscal year beginning 1 July 2019 as approved by the Port of Newport Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 600 SE Bay Blvd, between the hours of 8:30 a.m. and 4:30 p.m. or online at [www.portofnewport.com](http://www.portofnewport.com). This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year. This will be virtual through Zoom Meetings, followed by the Regular Commission Meeting. You can view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio, <https://www.youtube.com/channel/UCCa03VCV9Yt4coXK7pUXAIQ/videos>. Live chat will not be monitored. To submit public comment in advance of the meeting, you can submit it by completing the form on our website here, no later than 4:00 pm on Monday, May 11th. <https://www.portofnewport.com/public-comment-budget-hearing-regular-commission-meeting-5-26-2020>. Your comment, up to 3 minutes, will be read into the meeting at the appropriate time. If you wish to comment during the meeting, you can join here: <https://us02web.zoom.us/j/85048065530>. If you are unable to join via computer, or do not have speakers or a microphone on your computer, you can dial in for audio. Call (669) 900-6833 or (646) 558-8656 and enter ID 850 4806 5530. Note that everyone will be muted by default. You will be admitted to the waiting room until it is time for you to comment. If you are following the meeting on YouTube, please mute the video when it's your turn to speak.

Contact: Mark A. Brown, Director of Finance Telephone: 541-265-7758 Email: [dirfin@portofnewport.com](mailto:dirfin@portofnewport.com)

FINANCIAL SUMMARY - RESOURCES					
TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Proposed	Approved	Adopted Budget
	2018-2019	This Year 2019-20	Next Year 2020-21	Next Year 2020-21	Next Year 2020-21
1 Beginning Fund Balance/Net Working Capital	9,191,836	8,362,500	9,491,593	9,491,593	0
2 Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	7,034,081	6,986,000	7,217,300	7,217,300	0
3 Federal, State and All Other Grants, Gifts, Allocations and Donations	640,502	1,456,300	3,311,679	3,311,679	0
4 Revenue from Bonds and Other Debt	0	0	2,000,000	2,000,000	0
5 Interfund Transfers / Internal Service Reimbursements		1,399,770	3,185,918	3,185,918	0
6 All Other Resources Except Current Year Property Taxes	103,495	212,730	150,000	150,000	0
7 Current Year Property Taxes Estimated to be Received	3,789	905,000	921,000	921,000	0
<b>8 Total Resources</b>	<b>16,973,704</b>	<b>19,322,300</b>	<b>26,277,490</b>	<b>26,277,490</b>	<b>0</b>

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION					
9 Personnel Services	1,640,317	1,816,034	2,330,934	2,330,934	0
10 Materials and Services	2,320,836	2,492,110	4,189,772	4,189,772	0
11 Capital Outlay	324,723	2,674,300	6,273,500	6,273,500	0
12 Debt Service	2,872,682	3,669,390	3,380,454	3,380,454	0
13 Interfund Transfers	136,820	1,049,770	3,185,918	3,185,918	0
14 Operating Contingency		30,000	715,755	715,755	0
15 Special Payments		0	0	0	0
16 Unappropriated Ending Balance and Reserved for Future Expenditure	9,678,326	7,230,696	6,201,157	6,201,157	0
<b>17 Total Requirements</b>	<b>16,973,704</b>	<b>18,962,300</b>	<b>26,277,490</b>	<b>26,277,490</b>	<b>0</b>

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *					
Name of Organizational Unit or Program FTE for that unit or program			Proposed	Approved	Adopted
NOAA MOC-P Facility	3,638,105	8,301,000	3,638,105	3,638,105	0
FTE	0.00	1.00	1.83	1.83	0
Administration	1,176,638.95	3,434,067	5,063,149	5,063,149	0
FTE	7.00	8.00	8.00	8.00	0.00
South Beach Operations	1,441,804.15	1,914,012	2,605,048	2,605,048	0
FTE	8.00	9.00	9.75	9.75	0.00
Commercial Marina Operations	782,506.35	1,147,734	7,581,211	7,581,211	0
FTE	6.00	6.00	7.50	7.50	0.00
International Terminal Operations	701,196.17	826,487	2,121,114	2,121,114	0
FTE	1.00	1.00	2.50	2.50	0.00
Non-Departmental / Non-Program	2,867,452	3,349,000	5,268,863	5,268,863	0
FTE		0.00	0.00	0.00	0.00
<b>Total Requirements</b>	<b>10,607,703</b>	<b>18,972,300</b>	<b>26,277,490</b>	<b>26,277,490</b>	<b>0</b>
<b>Total FTE</b>	<b>22</b>	<b>25</b>	<b>30</b>	<b>30</b>	<b>0</b>

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING**  
 In fiscal year 2020-2021, there are no significant changes predicted in the Port's activities. The Port will begin planning for replacement of Port Dock 7 and replace Pier 5 using a combination of Grant Funds and General Operating Funds.

PROPERTY TAX LEVIES					
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Imposed
Permanent Rate Levy (rate limit 0.0609 per \$1,000)	\$ .0609/1,000	\$ .0609/1,000	\$ .0609/1,000	\$ .0609/1,000	\$ .0609/1,000
Local Option Levy					
Levy For General Obligation Bonds	1,020,084	1,020,084	811,000	1,020,084	1,020,084

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$11,980,000	\$0
Other Bonds	\$15,245,000	\$0
Other Borrowings	\$6,149,826	\$0
<b>Total</b>	<b>\$33,374,826</b>	<b>\$0</b>

**FORM  
LB-10**

This fund is authorized and established by Resolution No. 1998-05  
on 23 June 1998 for the following specified purpose:  
Repair and replace Port infrastructure and facilities.

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

**Facilities Maintenance Reserve Fund**  
(Fund)

**Port of Newport**  
(Name of Municipal Corporation)

Line Item	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	FY 2020-2021			Line Item	
	Actual		Adopted Budget This Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2017-2018	First Preceding Year 2018-2019							
1				1	RESOURCES				1
2				2	Cash on Hand (Cash Basis), or				2
3	72,323	131,045	137,500	3	Working Capital (Accrual Basis)	250,000	250,000		3
4	0		0	4	Previously Levied Taxes Estimated to be Received	0	0		4
5	110	1,406	2,700	5	Interest	1,500	1,500		5
6	160,000	136,820	204,800	6	Transferred IN, from Other Funds	1,650,000	1,650,000		6
7	232,433	269,271	345,000	7	Total Resources, Except Taxes to be Levied	1,901,500	1,901,500	0	7
8			0	8	Taxes Estimated to be Received	0	0	0	8
9	0	0		9	Taxes Collected in Year Levied				9
10	<b>232,433</b>	<b>269,271</b>	<b>345,000</b>	10	<b>TOTAL RESOURCES</b>	<b>1,901,500</b>	<b>1,901,500</b>	<b>0</b>	10
11				11	REQUIREMENTS				11
12				12	Object Classification				12
13	0	0	0	13	Materials and Services	0	0		13
14	101,388	122,091	120,000	14	Capital Outlay	0	0		14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21			10,000	21	Contingency	130,120	130,120		21
22				22	Transferred OUT, to General Operating Funds	300,000	300,000		22
23				23					23
24				24					24
25	131,045	147,180		25	Ending Balance (Prior Years)				25
26			65,000	26	Reserved for Future Expenditure	0	0		26
27			150,000	27	Unappropriated Ending Fund Balance (UEFB)	1,471,380	1,471,380	0	27
28	<b>232,433</b>	<b>269,271</b>	<b>345,000</b>	28	<b>TOTAL REQUIREMENTS</b>	<b>1,901,500</b>	<b>1,901,500</b>	<b>0</b>	28

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS  
Construction Fund**

(Fund)

**Port of Newport**  
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	FY 2020-2021			
Actual		Adopted Budget This Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2017-2018	First Preceding Year 2018-2019						
1			1	RESOURCES			1
2			2	Cash on Hand (Cash Basis), or			2
3	53,320	42,411	3	Working Capital (Accrual Basis)	30,452	30,452	3
4			4	Previously Levied Taxes Estimated to be Received			4
5	126	91	5	Interest	0	0	5
6	0	0	6	Transferred IN, from Other Funds	0	0	6
7			7	Loan Proceeds			7
8	0	0	8	Intergovernmental	0	0	8
9			9	Grants			9
10	53,446	42,502	10	Total Resources, Except Taxes to be Levied	30,452	30,452	0 10
11			11	Taxes Estimated to be Received	0	0	0 11
12	0	0	12	Taxes Collected in Year Levied			12
13	<b>53,446</b>	<b>42,502</b>	<b>13</b>	<b>TOTAL RESOURCES</b>	<b>30,452</b>	<b>30,452</b>	<b>0 13</b>
14			14	REQUIREMENTS			##
15			15	Object Classification			15
16	0	480	16	Materials and Services	0	0	16
17	11,035	11,685	17	Capital Outlay	0	0	17
18	0	0	18	Contingency	0	0	18
19	0	0	19	Transferred OUT, to General Operating Funds	30,452	30,452	19
20			20				20
21			21				21
22	42,411	30,337	22	Ending Balance (Prior Years)			22
23			23	Unappropriated Ending Fund Balance (UEFB)	0	0	0 23
24	<b>53,446</b>	<b>42,502</b>	<b>24</b>	<b>TOTAL REQUIREMENTS</b>	<b>30,452</b>	<b>30,452</b>	<b>0 24</b>

**SPECIAL FUND**  
**RESOURCES AND REQUIREMENTS**  
**NOAA CAPITAL MAINTENANCE FUND**  
(Fund)

**Port of Newport**  
(Name of Municipal Corporation)

Historical Data				<b>DESCRIPTION</b> <b>RESOURCES AND REQUIREMENTS</b>	FY 2020-2021			
Actual		Adopted Budget This Year 2019-2020			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2017-2018	First Preceding Year 2018-2019							
1			1	RESOURCES				1
2			2	Cash on Hand (Cash Basis), or				2
3	0	0	0	3 Working Capital (Accrual Basis)	2,209,445	2,209,445	0	3
4			0	4 Previously Levied Taxes Estimated to be Received	0	0	0	4
5	0	0	30	5 Interest	0	0		5
6			0	6 Transferred IN, from NOAA LEASE FUND	191,966	191,966	0	6
7	0	0	0	7 Loan Proceeds	0	0	0	7
8	0	0	0	8 Intergovernmental	0	0	0	8
9	0	0	0	9 Grants	0	0	0	9
10	0	0	0	10 Total Resources, Except Taxes to be Levied	2,401,411	2,401,411	0	10
11			0	11 Taxes Estimated to be Received	0	0	0	11
12	0	0	0	12 Taxes Collected in Year Levied				12
13	0	0	0	<b>13 TOTAL RESOURCES</b>	<b>2,401,411</b>	<b>2,401,411</b>	<b>0</b>	<b>13</b>
14			14	REQUIREMENTS				14
15			15	Object Classification				15
16	0	0	0	16 Materials and Services	0	0		16
17	0	0	0	17 Capital Outlay				17
18	0	0	0	18 Contingency	150,000	150,000		18
19	0	0	0	19 Transferred OUT, to NOAA LEASE FUND	334,500	334,500		19
20			20					20
21			21					21
22	0	0	22	Ending Balance (Prior Years)				22
23			23	Unappropriated Ending Fund Balance (UEFB)	1,916,911	1,916,911	0	23
24	0	0	0	<b>24 TOTAL REQUIREMENTS</b>	<b>2,401,411</b>	<b>2,401,411</b>	<b>0</b>	<b>24</b>

Historical Data				RESOURCES	FY 2020-2021		
Actual		Adopted Budget This Year 2019-2020	Proposed Budget		Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2017-2018	First Preceding Year 2018-2019						By Budget Officer
1			1	Available cash on hand (cash basis) or			1
2	2,241,176	2,617,336	2,450,000	2 Net working capital (accrual basis)	3,091,591	3,091,591	0 2
3	14,474	7,699	10,000	3 Previously levied taxes estimated to be received			0 3
4	9,834	35,045	60,000	4 Interest	45,000	45,000	0 4
5				5			5
6				6 <b>IntraFund Transfers</b>			6
7	0	0	0	7 Transfers IN, from other funds(NOAA)	679,000	679,000	7
8	0	0	0	8 Transfers In Construction Fund	30,452	30,452	0 8
9				9 Transfers In Facility Maintenance Fund	300,000	300,000	9
10				10 <b>Total Intrafund Transfers</b>	<b>1,009,452</b>	<b>1,009,452</b>	10
11				11			11
12				12 <b>OTHER RESOURCES</b>			12
13				13 <b>Operating Revenues</b>			13
14				14 <b>Newport International Terminal</b>			14
15	124,597	132,115	131,137	15 Lease Revenues	172,000	172,000	15
16	85,602	97,296	156,000	16 Moorage	165,000	165,000	0 16
17	302,738	413,689	419,000	17 Services	500,000	500,000	0 17
18	<b>512,937</b>	<b>643,100</b>	<b>706,137</b>	18 <b>Total Newport International Terminal</b>	<b>837,000</b>	<b>837,000</b>	18
19				19 <b>Commercial Marina</b>			19
20	148,220	157,164	156,000	20 Lease Revenues	186,000	186,000	20
21	418,203	464,704	512,000	21 Moorage	565,000	565,000	0 21
22	378,776	457,715	418,000	22 Services	430,000	430,000	0 22
23	<b>945,199</b>	<b>1,079,583</b>	<b>1,086,000</b>	23 <b>Total Commercial Marina</b>	<b>1,181,000</b>	<b>1,181,000</b>	0 23
24				24 <b>Recreational Marina</b>			24
25	416,775	441,922	438,650	25 Lease Revenue	455,000	455,000	25
26	798,892	823,430	850,000	26 Moorage	790,000	790,000	0 26
27	13,854	29,553	26,000	27 Live-aboard Revenue	24,000	24,000	0 27
28	32,122	12,410	42,000	28 Services	8,400	8,400	0 28
29	0	0	0	29 Truck Toll	35,000	35,000	29
30	58,504	68,715	72,000	30 Launch Ramp Revenue	81,000	81,000	0 30
31	20,308	13,530	20,000	31 Boat and Trailer Storage and Parking	10,000	10,000	0 31
32				32 <b>RV Park</b>			32
33	656,198	734,497	750,000	33 Main RV Park Site fees	680,000	680,000	0 33
34	229,300	280,884	260,000	34 Annex Site Fees	270,000	270,000	0 34
35	83,622	81,020	100,000	35 Dry Camping Site Fees	85,000	85,000	0 35
36	47,934	80,655	48,000	36 Services	45,000	45,000	0 36
37	36,807	4,279	10,000	37 Surplus Property and Dredge Sales	55,000	55,000	0 37
38	45,444	80,655	38,000	38 Miscellaneous Revenue	65,000	65,000	0 38
39	<b>2,439,760</b>	<b>2,651,549</b>	<b>2,654,650</b>	39 <b>Total RV Park and Recreational Marina</b>	<b>2,603,400</b>	<b>2,603,400</b>	0 39
40	<b>3,897,896</b>	<b>4,374,232</b>	<b>4,446,787</b>	40 <b>Total Fees, Licenses, Permits, Fines, Assessments</b>	<b>4,621,400</b>	<b>4,621,400</b>	0 40
41				41			41
42				42 <b>Non-operating Revenues</b>			42
43	2,772	1,800	256,300	43 <b>Grants and Other</b>			0 43
44				44 PD 5 Construction EDA Grant	1,200,000	1,200,000	44
45				45 Grant, Gifts, To be Identified	1,299,179	1,299,179	45
46				46 Expo Center Planning Grant	22,500	22,500	46
47				47 Terminal Use Planning Grant	22,500	22,500	47
48				48 Dredging Feasibility Study Grant	425,000	425,000	48
49				49 PD 7 Replacement Planning Grant	150,000	150,000	49
50				50 RV Park Annex Planning and Design	187,500	187,500	50
51	0	(8,374)	0	51 Capital Contributions			0 51
52	<b>2,772</b>	<b>(6,574)</b>	<b>256,300</b>	52 <b>Total Grants, Capital and other</b>	<b>3,306,679</b>	3,306,679	52
53				53			53
54				54 <b>Debt Funding</b>			54
55	89,396	0	0	55 <b>Loan Proceeds</b>			0 55
56				56 Loan for New Buidling (repaid via Tenant Leases)	1,920,000	1,920,000	56
57				57 Forklift lease for Commercial Marina	80,000	80,000	57
62	<b>0</b>	<b>0</b>	<b>0</b>	62 <b>Total from Bonds and Other Debt</b>	<b>2,000,000</b>	<b>2,000,000</b>	62
63				63			63
64	<b>6,166,152</b>	<b>7,027,739</b>	<b>7,223,087</b>	64 <b>Total resources, except taxes to be levied</b>	<b>14,074,122</b>	<b>14,074,122</b>	0 64
65			105,000	65 Taxes estimated to be received	110,000	110,000	0 65
66	102,754	7,027,739	7,328,087	66 Taxes collected in year levied			66
67	<b>6,268,906</b>	<b>7,027,739</b>	<b>7,328,087</b>	67 <b>TOTAL RESOURCES</b>	<b>14,184,122</b>	<b>14,184,122</b>	0 67

Historical Data			RESOURCES	Budget for Fiscal Year 2020-2021			
Actual		Adopted Budget This Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2017-2018	First Preceding Year 2018-2019						
1			1	RESOURCES			1
2			2	Cash on Hand (Cash Basis), or			2
3	5,745,855	5,957,569	3	Working Capital (Accrual Basis)	3,790,105	3,790,105	3
4	0	0	4	Previously Levied Taxes Estimated to be Received	0	0	4
5	13,022	62,349	5	Interest	100,000	100,000	5
6	0	0	6	Transferred IN, from NOAA CAP MAINT FUND	334,500	334,500	6
7	2,532,759	2,544,811	7	Lease Revenue	2,595,900	2,595,900	7
8	910	5,159	8	Grants and Other	5,000	5,000	8
9	0	0	9	Revenue Bond Proceeds	0	0	9
10	8,292,546	8,569,888	10	Total Resources, Except Taxes to be Levied	6,825,505	6,825,505	0 10
11			11	Taxes Estimated to be Received			11
12	0		12	Taxes Collected in Year Levied			12
13	8,292,546	8,569,888	13	<b>TOTAL RESOURCES</b>	<b>6,825,505</b>	<b>6,825,505</b>	<b>0 13</b>



REQUIREMENTS SUMMARY

General Operating Fund  
(Fund)

Port of Newport  
(Name of Municipal Corporation)

Historical Data			REQUIREMENTS DESCRIPTION For Administration	FTE	FY 2020-21			
Actual		Adopted Budget This Year 2019-2020			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2017-2018	First Preceding Year 2018-2019							
1			1	PERSONNEL SERVICES				1
2	361,702	397,037	2	Permanent Staff Wages and Salaries	8.00	618,192	618,192	0
3	0	0	3	Seasonal Staff	-	0	0	3
4	3,260	8,226	4	Overtime		5,491	5,491	4
5	31,402	36,111	5	Payroll Tax Expense		52,653	52,653	5
6	9,069	15,798	6	PERS - Retirement		50,056	50,056	6
7	44,757	48,619	7	Health Insurance		95,328	95,328	7
8	2,509	929	8	Workers' Compensation Insurance		4,620	4,620	8
9	4,171	5,167	9	Employee Incentives and Other		9,273	9,273	9
10			10	HRA and Other		3,456	3,456	10
11		6,297	11	Relocation				11
12			12					12
13	456,869	518,184	13	TOTAL PERSONNEL SERVICES		839,069	839,069	0
14	7.0	7.0	14	Total full-time equivalent (FTE)	8.00	8.0	8.0	0.0
15			15	MATERIALS AND SERVICES				15
16	111,808.88	134,484.76	16	Insurance		221,809	221,809	16
17	135,942.56	157,355.30	17	Professional Services		174,250	174,250	17
18	8,978.79	8,553.13	18	Marketing and Promotion		10,200	10,200	18
19	15,706.66	29,356.75	19	Dues and Subscriptions		33,000	33,000	19
20	8,712.75	7,970.90	20	Training and Education		18,000	18,000	20
21	3,663.68	11,463.13	21	Travel		20,000	20,000	21
22	55,115.26	36,263.33	22	Office and Admin Expense		69,109	69,109	22
23			23	Bad Debt Expense		8,240	8,240	23
24	3,799.97	7,831.24	24	Licenses and Permit Fees		6,700	6,700	24
25	18,993.68	20,712.30	25	Utilities		17,065	17,065	25
26	25,714.35	43,672.73	26	Contract and Support Services		107,895	107,895	26
27	682.58	11.89	27	Repairs and Maintenance		3,050	3,050	27
28	0.00	81.15	28	Equipment		-	-	28
29	1,142.13	6,611.03	29	Materials and Operating Supplies		4,500	4,500	29
30	0	43,776	30	DSL and State Land Fees		200	200	30
31	13,971	13,128	31	Building and Land Leases		1,500	1,500	31
32			32	Grant Expenses				32
33	550	364	33	Misc Expenses				33
34	404,783	521,635	34	TOTAL MATERIALS AND SERVICES		695,518	695,518	0
35			35	CAPITAL OUTLAY				35
36	0	0	36	Capital Outlay				36
37	0	0	37	AD New HQ building		2,400,000	2,400,000	37
38	0	0	38	New Financial System/Accounting Software		150,000	150,000	38
39	0	0	39	Replace Server for port		25,000	25,000	39
40	0	0	40	TOTAL CAPITAL OUTLAY		2,575,000	2,575,000	0
41			41	DEBT SERVICE AND TRANSFERS				41
42	0	0	42	Total Debt Service				42
43			43	New Building payments (5943/month)		72,000	72,000	43
44			44	Total Debt Service		72,000	72,000	44
45	160,000	136,820	45	Transfers OUT, to Facilities Maintenance Fund		-	0	0
46			46	Transfer Out to Bonded Debt Fund				46
47			47	Transfer Out to Capital Fund				47
48	160,000	136,820	48	Total Transfers		0	0	0
49			49					49
50	160,000	136,820	50	Total Debt Service and Transfers		72,000	72,000	0
51			51	Operating Contingency		30,800	30,800	0

52	1,872,138			52	Ending Balance (Prior Years)					52
53			1,209,091	53	Restricted funds	850,762	850,762		0	53
54	<b>2,893,790</b>	<b>1,176,639</b>	<b>3,434,067</b>	54	<b>TOTAL REQUIREMENTS</b>	<b>5,063,149</b>	<b>5,063,149</b>		<b>0</b>	54

REQUIREMENTS SUMMARY  
General Operating Fund  
(Fund)

Port of Newport  
(Name of Municipal Corporation)

Historical Data			REQUIREMENTS DESCRIPTION FOR: <b>South Beach</b>	FTE	FY 2020-2021					
Actual		Adopted Budget This Year 2019-2020			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2017-2018	First Preceding Year 2018-2019									
1			1	PERSONNEL SERVICES				1		
2	210,648	277,532	333,626	2	Permanent Staff Wages and Salaries	8.50	386,801	386,801	0	2
3	0	0	0	3	Seasonal Staff	1.25	47,326	47,326		3
4	15,895	7,751	8,000	4	Overtime		8,847	8,847		4
5	24,041	27,597	31,006	5	Payroll Tax Expense		39,542	39,542		5
6	17,446	21,482	27,101	6	PERS - Retirement		34,013	34,013		6
7	55,944	66,048	71,616	7	Health Insurance		101,286	101,286		7
8	22,287	13,093	13,525	8	Workers' Compensation Insurance		15,024	15,024		8
9	2,000	1,632	1,760	9	Employee Incentives and Other		5,803	5,803		9
10	7,000	3,136	3,200	10	HRA and Other		3,672	3,672		10
11				11						11
12				12						12
13	355,261	418,271	489,834	13	<b>TOTAL PERSONNEL SERVICES</b>		<b>642,314</b>	<b>642,314</b>	<b>0</b>	13
14	8.0	8.0	9.0	14	<b>Total full-time equivalent (FTE)</b>	<b>9.75</b>	<b>9.75</b>	<b>9.75</b>	<b>0.0</b>	14
15				15	MATERIALS AND SERVICES					15
16	19,253	12,251	5,000	16	Insurance		5,000	5,000	0	16
17	1,615	1,585	0	17	Professional Services		340,000	340,000		17
18	8,480	9,723	9,000	18	Marketing and Promotion		9,000	9,000		18
19				19	Dues and Subscriptions		0	0		19
20	0	150	1,000	20	Training and Education		4,000	4,000		20
21	0	28	200	21	Travel		1,000	1,000		21
22	53,647	68,761	74,200	22	Office and Admin Expense		93,750	93,750		22
23	0	0	0	23	Bad Debt Expense		2,000	2,000		23
24	1,940	9,092	0	24	Licenses and Permit Fees		3,800	3,800		24
25	303,462	338,310	334,150	25	Utilities		318,950	318,950		25
26	146,775	142,760	159,048	26	Contract and Support Services		127,600	127,600		26
27	52,775	59,975	109,000	27	Repairs and Maintenance		138,700	138,700		27
28	3,939	6,316	8,000	28	Equipment		4,500	4,500		28
29	30,813	33,865	52,000	29	Materials and Operating Supplies		58,500	58,500		29
30	0	0	0	30	Shipping Expenses - ILWU Wages (Billed to Ships)		0	0		30
31	0	0	0	31	DSL and State Land Fees		6,400	6,400		31
32	0	2	0	32	Building and Land Leases		1,000	1,000		32
33	0	2	1,800	33	Grant Expenses		1,800	1,800		33
34	1,725	10,208	25,000	34	Misc expenses		25,000	25,000		34
35	624,424	693,027	778,398	35	<b>TOTAL MATERIALS AND SERVICES</b>		<b>1,141,000</b>	<b>1,141,000</b>	<b>0</b>	35
36				36	CAPITAL OUTLAY					36
37	6,694	10,918	385,900	37	Capital Outlay					37
38	0	0	0	38	SB Marina Electric Load Center		200,000	200,000		38
39	0	0	0	39	SB Steerable and trainable 2 yd containers		12,000	12,000		39
40				40	SB Dryers for South Beach		15,000	15,000		40
41				41	Reside restrooms, replace carpets		50,000	50,000		41
42	6,694	10,918	385,900	42	<b>TOTAL CAPITAL OUTLAY</b>		<b>277,000</b>	<b>277,000</b>	<b>0</b>	42
43				43	DEBT SERVICE AND TRANSFERS					43
44				44						44
45	285,541	289,638	212,830	45	FFC Debt Financing		211,164	211,164	0	45
46	29,950	29,950	47,050	46	17352 - Oregon Brewing Co - MUA Prin		29,950	29,950	0	46
47	315,491	319,588	259,880	47	<b>Total Debt Service</b>		<b>241,114</b>	<b>241,114</b>	<b>0</b>	47
48	0	0	0	48	Transfers OUT, to Other Funds					48
49	0	0	0	49	Transfers out to Capital Replacement Fund					49
50	0	0	0	50	Transfers out to Facilities Maintenance Fund		100,000	100,000		50
51	0	0	0	51	Transfers Out to Bonded Debt Fund		0	0		51
52	315,491	0	0	52	Transfers In from ADMIN					52
53		0	0	53	<b>Total Transfers</b>		<b>100,000</b>	<b>100,000</b>		53
54	315,491	319,588	259,880	54	<b>Total Debt Service and Transfers</b>		<b>341,114</b>	<b>341,114</b>	<b>0</b>	54
55				55	Operating Contingency		125,000	125,000	0	55
56				56	Ending Balance (Prior Years)					56
57			0	57	Reserved for future use		78,620	78,620	0	57
58	1,301,870	1,441,804	1,914,012	58	<b>TOTAL REQUIREMENTS</b>		<b>2,605,048</b>	<b>2,605,048</b>	<b>0</b>	58

REQUIREMENTS SUMMARY  
General Operating Fund  
(Fund)

Port of Newport  
(Name of Municipal Corporation)

Historical Data				REQUIREMENTS DESCRIPTION FOR: <b>Commercial Marina</b>	FY 2020-2021			
Actual		Adopted Budget This Year 2019-2020	FTE		FY 2020-2021			
Second Preceding Year 2017-2018	First Preceding Year 2018-2019				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1			1	PERSONNEL SERVICES				1
2	224,169	285,270	343,010	2 Permanent Staff Wages and Salaries	6.50	300,787	300,787	0 2
3	0	0	0	3 Seasonal Staff	1.00	38,372	38372	0 3
4	5,068	8,610	7,000	4 Overtime		8,234	8234	0 4
5	24,009	28,575	30,821	5 Payroll Tax Expense		31,012	31012	0 5
6	15,200	18,718	24,471	6 PERS - Retirement		25,633	25633	0 6
7	55,944	66,048	71,616	7 Health Insurance		77,454	77454	0 7
8	32,633	20,204	20,268	8 Workers' Compensation Insurance		15,217	15217	0 8
9	1,300	1,632	1,760	9 Employee Incentives and Other		4,513	4513	0 9
10	6,000	3,136	3,200	10 HRA and Other		2,808	2808	0 10
11	<b>364,323</b>	<b>432,193</b>	<b>502,145</b>	11 <b>TOTAL PERSONNEL SERVICES</b>		<b>504,030</b>	<b>504,030</b>	<b>0 11</b>
12	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	12 <b>Total full-time equivalent (FTE)</b>	<b>7.50</b>	<b>7.50</b>	<b>7.5</b>	<b>0.0 12</b>
13				MATERIALS AND SERVICES				13
14	19,253	11,821	5,000	14 Insurance		21,500	21,500	0 14
15	0	0	0	15 Professional Services		1,250,000	1,250,000	0 15
16	1,015	1,437	1,000	16 Marketing and Promotion		2,500	2,500	0 16
17	0	0	0	17 Dues and Subscriptions		0	0	0 17
18	2,020	725	7,750	18 Training and Education		9,500	9,500	0 18
19	2,251	3,457	7,000	19 Travel		4,000	4,000	0 19
20	7,284	14,626	11,150	20 Office and Admin Expense		15,525	15,525	0 20
21	4,718	7,787	0	21 Bad Debt Expense		10,000	10,000	0 21
22	0	805	0	22 Licenses and Permit Fees		3,500	3,500	0 22
23	137,970	154,216	142,150	23 Utilities		165,600	165,600	0 23
24	50,491	31,499	56,074	24 Contract and Support Services		63,000	63,000	0 24
25	84,897	34,656	47,500	25 Repairs and Maintenance		43,100	43,100	0 25
26	3,490	7,435	5,800	26 Equipment		2,800	2,800	0 26
27	13,491	20,337	23,100	27 Materials and Operating Supplies		24,300	24,300	0 27
28	0	0	0	28 Shipping Expenses - ILWU Wages (Billed to Ships)		0	0	0 28
29	54,738	37,717	59,750	29 DSL and State Land Fees		65,000	65,000	0 29
30	0	0	0	30 Trailer and Land Leases		0	0	0 30
31			250,000	31 Grant Expenses		0	0	0 31
32	0	0	0	32 Boat Disposal and Seizures		10,000	10,000	0 32
33	<b>381,618</b>	<b>326,520</b>	<b>616,274</b>	33 <b>TOTAL MATERIALS AND SERVICES</b>		<b>1,690,325</b>	<b>1,690,325</b>	<b>0 33</b>
34				CAPITAL OUTLAY				34
35	35,303	12,981	8,400	35 <b>Capital Outlay</b>		0	0	0 35
36	0	0	0	36 PD 5 Projects to keep dock in working condition		30,000	30,000	0 36
37	0	0	0	37 CM PD 7 and PD 5 Replace Pilings		80,000	80,000	0 37
38	0	0	0	38 CM Relocate Hoist Dock Electrical		30,000	30,000	0 38
39	0	0	0	39 CM Forklift		80,000	80,000	0 39
40	0	0	0	40 CM Replace #3 Manned Crane		150,000	150,000	0 40
41	0	0	0	41 PD 3 Electrical Engineering/Power Upgrade		25,000	25,000	0 41
42	0	0	0	42 CM PD3 Ramp Tread Replacement		7,000	7,000	0 42
43	0	0	0	43 CM PD 5 rebuild (50% Grant funded (carryover)		2,400,000	2,400,000	0 43
44	<b>35,303</b>	<b>12,981</b>	<b>8,400</b>	44 <b>TOTAL CAPITAL OUTLAY</b>		<b>2,802,000</b>	<b>2,802,000</b>	<b>0 44</b>
45				DEBT SERVICE AND TRANSFERS				45
46				46 <b>Debt Service</b>				0 46
47	6,956	2,898	13,000	47 Forklift		13,000	13,000	0 47
48	6,596	7,915	7,915	48 17304 - 2017 CM Forklift		7,915	7,915	0 48
49				49 New Forklift Lease		12,000	12,000	0 49
50	<b>13,551</b>	<b>10,813</b>	<b>20,915</b>	50 <b>Total Debt Service</b>		<b>32,915</b>	<b>32,915</b>	<b>0 50</b>
51	0	0	0	51 Transfers OUT, to Other Funds				0 51
52	0	0	0	52 Transfers out to Capital Replacement Fund				0 52
53	0	0	0	53 Transfers out to Facilities Maintenance Fund		1,500,000	1,500,000	0 53
54	0	0	0	54 Transfers Out to Bonded Debt Fund				0 54
55	0	0	0	55 Transfers IN from ADMIN				0 55
56	<b>0</b>	<b>0</b>	<b>0</b>	56 <b>Total Transfers</b>		<b>1,500,000</b>	<b>1,500,000</b>	<b>0 56</b>
57	<b>13,551</b>	<b>10,813</b>	<b>20,915</b>	57 <b>Total Debt Service and Transfers</b>		<b>1,532,915</b>	<b>1,532,915</b>	<b>0 57</b>
58				58 Operating Contingency		151,941	151,941	0 58
59				59 <b>Ending Balance (Prior Years)</b>				0 59
60				60 Reserved for Future Use		900,000	900,000	0 60
61	<b>794,796</b>	<b>782,506</b>	<b>1,147,734</b>	61 <b>TOTAL REQUIREMENTS</b>		<b>7,581,211</b>	<b>7,581,211</b>	<b>0 61</b>

REQUIREMENTS SUMMARY  
General Operating Fund  
(Fund)

Port of Newport  
(Name of Municipal Corporation)

Historical Data			REQUIREMENTS DESCRIPTION FOR: <b>International Terminal</b>	FTE	2,471,909				
Actual		Adopted Budget This Year 2019-2020			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2017-2018	First Preceding Year 2018-2019								
1			1	PERSONNEL SERVICES				1	
2	42,333	43,212	72,618	2	Permanent Staff Wages and Salaries	2.00	113,420	113,420	0
3	0		9	3	Seasonal Staff	0.50	19,186	19,186	
4	7,025	8,407	8,000	4	Overtime		5,491	5,491	
5	5,367	4,964	5,751	5	Payroll Tax Expense		12,169	12,169	
6	2,275	2,518	3,913	6	PERS - Retirement		7,734	7,734	
7	7,992	8,256	8,952	7	Health Insurance		23,832	23,832	
8	7,232	3,670	3,960	8	Workers' Compensation Insurance		6,049	6,049	
9	350	204	220	9	Employee Incentives and Other		1,701	1,701	
10	2,000	392	400	10	HRA and Other		864	864	
11	<b>74,575</b>	<b>71,623</b>	<b>103,822</b>	11	<b>TOTAL PERSONNEL SERVICES</b>		<b>190,446</b>	<b>190,446</b>	<b>0</b>
12	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	12	<b>Total full-time equivalent (FTE)</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>0.0</b>
13				13	MATERIALS AND SERVICES				
14	0	0	0	14	Insurance		0	0	0
15	0	0	0	15	Professional Services		30,000	30,000	
16	2,565	3,246	4,000	16	Training and Education		2,000	2,000	
17	2,872	2,781	4,000	17	Travel		1,000	1,000	
18	1,570	2,181	4,200	18	Office and Admin Expense		1,900	1,900	
19	2,998	3,169	0	19	Licenses and Permit Fees		8,000	8,000	
20	39,907	52,829	54,350	20	Utilities		53,400	53,400	
21	28,667	27,972	86,920	21	Contract and Support Services		41,942	41,942	
22	27,064	24,454	38,600	22	Repairs and Maintenance		29,212	29,212	
23	1,662	12,240	3,000	23	Equipment		10,200	10,200	
24	8,238	14,922	7,000	24	Materials and Operating Supplies		15,800	15,800	
25	0	984	2,000	25	Shipping Expenses - ILWU Wages (Billed to Ships)		2,000	2,000	
26	13,092	14,018	12,500	26	DSL and Other		30,000	30,000	
27	0	2,000	0	27	Building and Land Leases		0	0	
28				28	Other lease expenses		20,000	20,000	
29	<b>128,635</b>	<b>160,796</b>	<b>216,570</b>	29	<b>TOTAL MATERIALS AND SERVICES</b>		<b>245,454</b>	<b>245,454</b>	<b>0</b>
30				30	CAPITAL OUTLAY				
31	76,298	1,200		31	Capital Outlay				0
32				32	NIT Grade 9 acres		170,000	170,000	
33				33	NIT Asphalt		95,000	95,000	
34				34	Procure property at NIT		20,000	20,000	
35				35					
36	<b>76,298</b>	<b>1,200</b>	<b>0</b>	36	<b>TOTAL CAPITAL OUTLAY</b>		<b>285,000</b>	<b>285,000</b>	<b>0</b>
37				37	DEBT SERVICE AND TRANSFERS				
38	74,241	75,306	74,778	38	FF&C Obligation		74,193	74,193	
39	7,520	7,520	7,525	39	SPWF L00012		7,520	7,520	
40	93,600	93,600	93,600	40	SPWF Q10001		93,600	93,600	
41	218,212	218,212	218,260	41	SPWF L12005		218,600	218,600	
42	43,295	43,295	43,304	42	OR Coast Bank				
43	4,104	13,338	12,322	43	2017 NIT Forklift		12,312	12,312	
44	16,306	16,306	16,306	44	City of Newport SDC		16,306	16,306	
45	0	0	40,000	45	OR Business Development Loan		25,000	25,000	
46				46	First Interstate Bank		61,264	61,264	
47	<b>457,277</b>	<b>467,577</b>	<b>506,095</b>	47	<b>Total Debt Service</b>		<b>508,795</b>	<b>508,795</b>	<b>0</b>
48	0	0	0	48	Transfers OUT, to Other Funds				0
49				49	Transfers out to Capital Replacement Fund				
50				50	Transfers out to Facilities Maintenance Fund		50,000	50,000	
51				51	Transfers Out to Bonded Debt Fund				
52				52	Transfers in from ADMIN				
53	<b>0</b>	<b>0</b>	<b>0</b>	53	<b>Total Transfers</b>		<b>50,000</b>	<b>50,000</b>	<b>0</b>
54				54					
55	<b>457,277</b>	<b>467,577</b>	<b>506,095</b>	55	<b>Total Debt Service and Transfers</b>		<b>558,795</b>	<b>558,795</b>	<b>0</b>
56				56	Operating Contingency		27,894	27,894	0
57				57	Ending Balance (Prior Years)				
58				58	Reserved for future use		813,525	813,525	0
59	<b>736,785</b>	<b>701,196</b>	<b>826,487</b>	59	<b>TOTAL REQUIREMENTS</b>		<b>2,121,114</b>	<b>2,121,114</b>	<b>0</b>

REQUIREMENTS SUMMARY

NOAA Lease Fund  
(Fund)

Port of Newport  
(Name of Municipal Corporation)

Historical Data				REQUIREMENTS DESCRIPTION FOR: <b>NOAA Lease</b>	FY 2020-2021			
Actual		Adopted Budget This Year 2019-2020	FTE		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2017-2018	First Preceding Year 2018-2019							
1			1	PERSONNEL SERVICES			1	
2	50,881	57,420	2	Permanent Staff Wages and Salaries	1.33	87,167	87,167	2
3	0	0	3	Seasonal Staff	0.50	22,242	22,242	3
4	1,227	1,155	4	Overtime		0	0	4
5	4,184	4,946	5	Payroll Tax Expense		9,520	9,520	5
6	2,213	2,588	6	PERS - Retirement		5,353	5,353	6
7	8,121	8,946	7	Health Insurance		23,832	23,832	7
8	4,510	2,695	8	Workers' Compensation Insurance		4,791	4,791	8
9	100	0	9	Employee Incentives and Other		1,307	1,307	9
10	0	0	10	HRA and Other		864	864	10
11	71,236	77,750	11	<b>TOTAL PERSONNEL SERVICES</b>		155,075	155,075	11
12			12	<b>Total full-time equivalent (FTE)</b>	1.83	1.83	1.8	12
13			13	MATERIALS AND SERVICES				13
14	96,978	120,357	14	Insurance		125,000	125,000	14
15	24,846	13,142	15	Professional Services		18,500	18,500	15
16	0	215	16	Marketing and Promotion		0	0	16
17	1,424	2,591	17	Dues and Subscriptions		2,000	2,000	17
18	0	1,198	18	Training and Education		1,000	1,000	18
19			19	Travel				19
20	11,793	12,940	20	Office and Admin Expense		16,025	16,025	20
21	375	6,820	21	Licenses and Permit Fees		1,200	1,200	21
22	15,520	14,353	22	Utilities		18,200	18,200	22
23	69,579	40,721	23	Contract and Support Services		205,650	205,650	23
24	0	326,262	24	Dredging		0	0	24
25	1,889	794	25	Equipment		2,000	2,000	25
26	4,142	19,283	26	Materials and Operating Supplies		19,400	19,400	26
27	371	424	27	Fuel		1,500	1,500	27
28	11,491	9,902	28	DSL and State Land Fees		7,000	7,000	28
29	0	0	29	Office Rent and Land Leases		0	0	29
30	238,407	569,002	30	<b>TOTAL MATERIALS AND SERVICES</b>		417,475	417,475	0
31			31	CAPITAL OUTLAY				31
32	23,600	0	32	59511 · Recreational Access		0	0	32
33	0	1,166	33	59513 · Steel Pile Caps		0	0	33
34	0	28,665	34	59514 · Camel System Repairs & Mods		0	0	34
35	0	0	35	Backup system battery replacement		20,000	20,000	35
36	0	0	36	NOAA Carpet & Flooring (5 yrs)		75,000	75,000	36
37	0	0	37	NOAA Fender/Camel System		30,000	30,000	37
38	0	0	38	NOAA Sm Boat Dock & Ramp		10,000	10,000	38
39	0	0	39	NOAA Cathodic Protection		25,000	25,000	39
40	0	0	40	NOAA Electrical		20,000	20,000	40
41	0	0	41	NOAA Anode Replacement		80,000	80,000	41
42	0	0	42	NOAA Eel Grass Mitigation		9,500	9,500	42
43	0	0	43	NOAA Asphalt Coating/Stripe		20,000	20,000	43
44	0	0	44	NOAA Concrete Repair /Replace		15,000	15,000	44
45	0	0	45	NOAA HW Heaters		10,000	10,000	45
46	0	0	46	NOAA HVAC System(s)		10,000	10,000	46
47	0	0	47	NOAA Critical AC Systems		10,000	10,000	47
48	23,600	29,831	48	<b>TOTAL CAPITAL OUTLAY</b>		334,500	334,500	0
49			49	DEBT SERVICE AND TRANSFERS				49
50	2,001,734	1,996,589	50	Bond Payment		1,760,089	1,760,089	50
51			51					51
52	2,001,734	1,996,589	52	<b>Total Debt Service</b>		1,760,089	1,760,089	0
53			53					53
54	0	0	54	Transfers OUT, to General Operating Funds		679,000	679,000	54
55	0	0	55	Transfers Out NOAA Capital Maintenance		191,966	191,966	55
56	0	0	56	<b>Total Transfers</b>		870,966	870,966	0
57	2,001,734	1,996,589	57	<b>Total Debt Service and Transfers</b>		2,631,055	2,631,055	0
58	0	0	58	Operating Contingency		100,000	100,000	58
59	5,957,569	5,896,716	59	Ending Balance (Prior Years)				59
60		150,000	60	Reserved for future Use		0	0	60
61		5,603,605	61	Unappropriated Ending Fund Balance (UEFB)				61
62	8,292,546	8,569,888	62	<b>TOTAL REQUIREMENTS</b>		3,638,105	3,638,105	0

**BONDED DEBT  
RESOURCES AND REQUIREMENTS**

Bond Debt Payments are for:

- Revenue Bonds or  
 General Obligation Bonds

**Bonded Debt Fund**

**Port of Newport**

(Fund)

(Name of Municipal Corporation)

Historical Data			DESCRIPTION OF RESOURCES AND REQUIREMENTS	FY 2020-2021					
Actual		Adopted Budget This Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2017-2018	First Preceding Year 2018-2019								
1			1	<b>Resources</b>		1			
2			2	Cash on Hand (Cash Basis), or		2			
3	334,400	443,475	95,000	3	Working Capital (Accrual Basis)	120,000	120,000	3	
4	36,027	35,504	32,000	4	Previously Levied Taxes to be Received			4	
5	2,182	4,605	7,000	5	Interest	3,500	3,500	5	
6				6	Transferred from Other Funds			6	
7				7	Proceeds from Refunding Bonds			7	
8	<b>372,609</b>	<b>483,584</b>	<b>134,000</b>	8	<b>Total Resources, Except Taxes to be Levied</b>	<b>123,500</b>	<b>123,500</b>	<b>0</b>	
9			800,000	9	Taxes Estimated to be Received *	811,000	811,000	9	
10	942,646	491,787		10	Taxes Collected in Year Levied			10	
<b>11</b>	<b>1,315,255</b>	<b>975,371</b>	<b>934,000</b>	<b>11</b>	<b>TOTAL RESOURCES</b>	<b>934,500</b>	<b>934,500</b>	<b>0</b>	
					<b>Requirements</b>				
					<b>Bond Principal Payments</b>				
					Bond Issue	Budgeted Payment Date			
12				12				12	
13	125,000	0	0	13	2008	N/A	0	0	13
14	65,000	70,000	70,000	14	2011	January 1	0	0	14
15	135,000	270,000	280,000	15	2016	January 1	285,000	285,000	15
16	0	0	0	16	2019	July 1 and January 1	50,000	50,000	16
17	<b>325,000</b>	<b>340,000</b>	<b>350,000</b>	17	<b>Total Principal</b>		<b>335,000</b>	<b>335,000</b>	<b>0</b>
					<b>Bond Interest Payments</b>				
					Bond Issue	Budgeted Payment Date			
18				18					18
19	2,500	0	0	19	2008	N/A	0	0	19
20	268,355	265,655	265,000	20	2011	July 1 and January 1	0	0	20
21	275,925	269,756	266,000	21	2016	July 1 and January 1	257,400	257,400	21
22	0	0	0	22	2019	July 1 and January 1	173,141	173,141	22
23	<b>546,780</b>	<b>535,411</b>	<b>531,000</b>	23	<b>Total Interest</b>		<b>430,541</b>	<b>430,541</b>	<b>0</b>
					<b>Unappropriated Balance for Following Year By</b>				
					Bond Issue	Projected Payment Date			
24				24					24
25				25	2016				25
26				26	2019				26
27				27					27
28	443,475	99,960		28	<b>Ending Balance (Prior Years)</b>				28
29			53,000	29	Unappropriated Balance		169,959	169,959	0
30	0	0	0	30	Payment to Refunded Bond Escrow Agent		0	0	0
<b>31</b>	<b>1,315,255</b>	<b>975,371</b>	<b>934,000</b>	<b>31</b>	<b>TOTAL REQUIREMENTS</b>		<b>935,500</b>	<b>935,500</b>	<b>31</b>

# Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

# FORM LB-50 2020-2021

To assessor of Lincoln County

Check here if this is  
an amended form.

- Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The Port of Newport has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Lincoln County. The property tax, fee, charge or assessment is categorized as stated by this form.

<u>600 SE Bay Boulevard</u>	<u>Newport</u>	<u>OR</u>	<u>97365</u>	
Mailing Address of District	City	State	ZIP code	Date
<u>Mark A. Brown</u>	<u>Director of Finance</u>	<u>541-265-7758</u>	<u>dirfin@portofnewport.com</u>	
Contact Person	Title	Daytime Telephone	Contact Person E-Mail	

**CERTIFICATION** - You **must** check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

**PART I: TOTAL PROPERTY TAX LEVY**

		Subject to <u>General Government Limits</u> Rate -or- Dollar Amount	
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . .	1	0.0609	
2. Local option operating tax . . . . .	2		
3. Local option capital project tax . . . . .	3		
4. Levy for pension and disability obligations . . . . .	4		
5a. Levy for bonded indebtedness from bonds approved by voters <b>prior</b> to October 6, 2001 . . . . .	5a.		<b>Excluded from Measure 5 Limits</b> Dollar Amount of Bond Levy
5b. Levy for bonded indebtedness from bonds approved by voters <b>on or after</b> October 6, 2001 . . . . .	5b.	811,000	
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) . . . . .	5c.	<b>811,000</b>	

**PART II: RATE LIMIT CERTIFICATION**

6. Permanent rate limit in dollars and cents per \$1,000 . . . . .	6	0.0609	
7. Election date when your <b>new district</b> received voter approval for your permanent rate limit . . . . .	7		
8. <b>Estimated</b> permanent rate limit for newly <b>merged/consolidated district</b> . . . . .	8		

**PART III: SCHEDULE OF LOCAL OPTION TAXES** - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

**Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES**

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS \_\_\_\_\_ (Must be completed if you have an entry in Part IV)



**RESOLUTION No. 2020-07**

**RESOLUTION ADOPTING THE BUDGET**

BE IT RESOLVED that the Port of Newport Commission hereby adopts the budget for the fiscal year 2020-2021 in the total amount of \$20,076,333.\*

This budget is now on file at **600 S.E Bay Blvd** in Newport, Oregon.

**RESOLUTION MAKING APPROPRIATIONS**

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2020, for the following purposes:

<b><u>General Operating Fund</u></b>		<b><u>NOAA Lease Revenue Fund</u></b>	
Personnel Services	\$ 2,175,859	Personnel Services	155,075
Materials and Services	3,772,297	Materials and Services	417,475
Capital Outlay	5,939,000	Capital Outlay	334,500
Debt Service and Transfers	2,835,276	Debt Service and Transf	2,631,055
Contingency	335,635	Contingency	100,000
<b>Total</b>	<b>15,058,066</b>	<b>Total</b>	<b>3,638,105</b>
<b><u>Bonded Debt Fund</u></b>		<b><u>Capital Maintenance Fund NOAA</u></b>	
Debt Service	765,541	Transfers Out.....	334,500
		Contingency.....	150,000
<b><u>Facilities Maintenance Fund</u></b>		<b>Total.....</b>	<b>\$484,500</b>
Transfers	300,000		
Contingency	130,120		
<b>Total.....</b>	<b>430,120</b>		
<b>Total.....</b>	<b>16,253,727</b>		<b>4,122,605</b>
		<b>TOTAL ADOPTED BUDGET . . .</b>	<b>\$20,076,333 *</b>

(\*amounts with asterisks must match)

**RESOLUTION IMPOSING THE TAX**

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2020- 2021 :

- (1) At the rate of \$ .0609 per \$1000 of assessed value for permanent rate tax;
- (3) In the amount of \$811,000 for debt service on general obligation bonds;

**RESOLUTION CATEGORIZING THE TAX**

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

**Subject to the General Government Limitation**

Permanent Rate Tax..... \$ .0609/\$1,000  
 Local Option Tax.....\$ \_\_\_\_\_ OR \$ \_\_\_\_\_/\$1,000

**Excluded from Limitation**

General Obligation Bond Debt Service.....\$ 811,000

The above resolution statements were approved and declared adopted on 26 May, 2020.

ATTEST:

X \_\_\_\_\_  
 Jim Burke, Vice-President

X \_\_\_\_\_  
 Walter Chuck, Secretary/Treasurer



**PORT OF NEWPORT MINUTES**

April 28, 2020

Regular Commission Meeting

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

This meeting was held virtually by invitation only. The public was invited to view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio. Live chat was not monitored. The public could submit comment through a form on our website no later than 12:00 pm on Tuesday, April 28<sup>th</sup>, and was read into the meeting at the appropriate time.

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

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

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

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

**Members of the Public and Media:** Sarah Means, Regional Solutions Team; Dietmar Goebel, Newport City Council; and Angela Nebel, Summit Public Relations Strategies LLC.

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

Burke added a discussion about Sara Skamser, Commission President, under New Business.

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

Burke read public comment submitted by Ronnie Ray Ogg asking if the boat launch in South Beach would be opened on May 1<sup>st</sup>.

Miranda commented there have been other requests, especially from those with annual launch passes. She said she has been in discussion with the city, county and state regarding reopening the boat launch; the City of Newport and Lincoln county had a meeting yesterday and extended the restriction on lodging until May 31<sup>st</sup>. The Governor has not yet extended her order, but we can assume she will. Miranda said the problem at the Recreational Marina is the Port can’t tell who is a tourist or not, and doesn’t have the staff to check ids. It would also be difficult to use volunteers for this task. Miranda added that the Port receives state and federal funds for the Recreational Marina, which is a public marina. It was difficult to arrive at a decision to make everyone happy. The best way is to keep only commercial, emergency and long term moorage holders using the boat ramp. Miranda said she had spoken with Ports throughout the OPPA membership about how they are managing closures. She said she is working with ODFW to hopefully coordinate the opening of all-depth recreational halibut. Miranda is also working with Lincoln County and other ports in the region on what they can agree on.

Chuck said that Tom Simpson had texted him with public comment. Simpson commented that Lincoln County should have included the Port in their discussion. He thought the marina should be opened, and commented there would be an economic impact on the Port. Sylvia asked if “public port” was a legal definition. Miranda said she understood that since the Port accepted state and federal funds the area would have to be available to the general

**Time**  
0:00

0:23

1:32

public if opened. She added that the Port of Garibaldi also believed this after speaking with their attorney. There is a legal agreement with long-term moorage holders that permit the opening to them. Sylvia said this would be important to communicate to local residents. Miranda said similarly she had a conversation with the Port’s attorney regarding the Commercial Marina, which also could not be restricted only to local fishermen. Miranda said that ODFW’s current plan for opening all-depth halibut on May 14<sup>th</sup> put the Port in a difficult position. She will discuss this further with Burke over the next few weeks.

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

17:31

- A. Minutes 2020
  - 1. Commission Work Session..... Mar 18
  - 2. Regular Commission Meeting ..... Mar 24
- B. Financial Reports
- C. Resolution 2020-06 Authorizing Transfer of Appropriated Funds within the 2019-2020 Fiscal Year Budget

**A motion was made by Chuck and seconded by Lackey to approve the Consent Calendar as presented. The motion passed 4 – 0.**

**V. PRESENTATION .....**

17:53

Sarah Means – Reopening Oregon: A Public Health Framework for Restarting Public Life and Business

Means shared the presentation, included in the Meeting Packet. She asked Miranda to connect with her off-line tomorrow to have a further conversation. Means commented that this plan presented was a draft, which would likely be finalized the following week. She said this plan used information from the government, the President, and states, but there are differences. She said the President’s guidelines were being vetted by government medical advisors, and there will continue to be differences moving forward. Means said there would be some heavy lifting meeting the gating criteria prior to entering Core State Preparedness phase 1, which would begin at the Governor’s direction. There also may be geographic specific opening plans, about which the Governor is having conversation with Oregon counties. Means said the next step would be to finalize formal guidelines. She added that Colorado and Nevada were added to the West Coast cooperative agreement. This would be an opportunity to communicate at a high level, particularly for border communities.

Sylvia commented that each of the 50 states was approaching this issue differently, and suggested there will be a lot to learn observing the states and the rest of the world. He suggested smart policies would provide nuance to the graphed estimates. Means said the Governor was being advised by public health experts in the State, and data was being gathered on a daily basis.

Chuck asked in Lincoln County met the gating criteria, would the opening apply only to Lincoln County residents. Means said they know of the concerns of coastal communities and the challenges with people coming to the coast. The Governor is aware of these challenges, including the supply chain and vulnerable populations, and the need to be thoughtful how to open them up. There will be conversations between those communities and the Governor’s office.

**VI. OLD BUSINESS.....**

51:34

- A. Items Removed from Consent Calendar

There were no items removed from the Consent Calendar.

B. Accounts Paid ..... 51:41

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

C. General Manager Annual Performance Evaluation (ORS 192.660(2)(i)) ..... 52:20

Burke said the Commission had held an Executive Session to discuss this evaluation, which went well. Chuck proposed making the General Manager’s contract for three years, with salary reviewed on a yearly basis. Miranda said she had looked at three similar ports in Oregon, with Astoria paying \$141K for a new hire, and Coos Bay paying \$152K eight years ago. She asked for equity with similar ports in the area. Lackey said he was considering more than a minimal increase. Sylvia said he didn’t realize the significant difference in salaries, and suggested merit and comparative salary were different considerations. Chuck it would be a big jump to make it competitive, which may be deserved, but there could be an issue with perception at this time. Burke commented the current posted range for the position ran from \$128K to \$141, 129 per year. There was discussion about percent increases ranging from 7% t0 10%. Lackey and Burke suggested a \$10,000 increase, approximately 10%. There was additional discussion about considering aligning with other ports.

**A motion was made by Sylvia to offer Miranda a 9% increase in salary for the next contract year.**

Lackey suggested an increase to \$141K which would be equal to Astoria and was within the position salary range. He commented on Miranda’s great job and experience level.

**An amended motion was made by Sylvia and seconded by Lackey to offer Miranda a salary increase to \$141K. The motion passed 4 – 0.**

Chuck asked if a three year duration would be part of the new contract. Burke said that could be considered with a draft contract at the next Commission Meeting.

**VII. NEW BUSINESS**..... 1:13:24

A. Insurance Representative and Producer of Record

Brown introduced the Staff Report included in the Meeting Packet and reviewed the selection process. He said the reviews by Miranda, Brown, and himself were all in the same range. In response to Chuck’s question, Brown said WHA is located in Eugene with offices in Portland and Salem. Chuck said in the past the Port had tried to go local whenever it could, and the Port had just switched from a local bank. Brown said giving preference to local businesses would violate procurement law. Miranda agreed the Port would hire local when can, which would be possible if within a 10% range which was not the case here. Brown said the savings would be at least \$40K. Burke said he liked the process, and Sylvia said it sounded like a thorough job.

**A motion was made by Sylvia and seconded by Chuck to authorize the General Manager or designee to appoint WHA Insurance as the Port’s insurance representative and Producer of Record for all matters relating to and concerning the Port’s insurance, and authorize payment of insurance premiums related to this Request for Proposal. The motion passed 4 – 0.**

**VIII. STAFF REPORTS**

A. Director of Finance & Business Services..... 1:19:10  
1. March Occupancy Report

Brown introduced the Staff Report included in the Meeting Packet. He remarked on the closure of the RV Park, and said every day there are both cancellations made and reservations taken. Brown said the remote deposit capability and credit machines were installed Monday. He highlighted that the RV Park revenues were down, but so were relative expenses. Sylvia asked how much of the current trends were due to increased fees vs. increased usage. Brown said that was not easy to pull apart but he thinks it's a combination. Brown said he would prepare a document comparing usage figures. Miranda said that the Port has also added services. She commented that Bretz's work increasing efficiencies also contributed to revenue increases. Lackey commented he observed the Terminal was busy and Port Dock 5 was stacked with boats.

Brown commented on the Occupancy Report that because of the closure due to COVID-19 RV Parks showed decreases, but the Marina was sold out for all but six spots.

B. Director of Operations .....

1:25:41

Bretz introduced the Staff Report included in the Meeting Packet. Bretz said that one factor in increased services was additional shifts, which would continue as long as there are customers and it is profitable. The extra person at the Terminal has helped delivering services. Bretz said it was a tough month for getting projects done, and service providers also face challenges. He said he hoped to have Earthworks start in the next 2 – 3 weeks, the camel installation in the next week and a half, and the camera installation would be starting this week. The camera installation in South Beach was one of the ways the Port was looking to increase security after hours. Bretz said he had attended a kick-off meeting regarding the Army Corps dredging of the Commercial Marina channel, which was the beginning of a phased effort.

Bretz said there had been a lot of staff absences this month. The Port gave employees an extra five days of PTO to eliminate the motive for people to come in when they are sick, which has been used accordingly.

He added that the Port may need to draw down on services if absenteeism becomes a problem. Bretz advised there would be a Commercial Fishing Users Group Committee later this week. He highlighted the numbers using the boat ramp prior to the closure, and remarked on the number that could be brought out by the all-depth halibut opening. The Port is considering other factors as well, and trying to follow the written guidelines as closely as possible.

C. General Manager .....

1:35:58

Miranda introduced the Staff Report included in the Meeting Packet. She said she spent most of the month dealing with COVID-19 issues. She restated the additional PTO as Bretz had explained. Miranda said she truly appreciates everyone at the Port and how they are handling this situation. She said the Port of Newport experienced minimal financial loss compared to other ports, particularly those who relied on recreational business and the ports to the north who had to close; this is a difficult time for everyone. Miranda said she takes the concerns seriously and has been in conversation with other ports, other partners, and the Port's attorney in order to make the best decisions possible. Since the commercial activity at the Port was part of interstate commerce, it could not refuse service if the borders were not closed. Certain measures were implemented to try to keep people as safe as was possible. Miranda said this was difficult with the Recreational Marina. While she understands fishing is a lonely thing, the intent of the City and the County is to keep out tourists. This has been working well for the most part, but there is no way to make everyone happy. The biggest concern now is halibut coming up. Miranda said she is in conversations with the County and other ports to try to have ODFW coordinate with the region. Miranda added the City/County's extension of closures until May 31<sup>st</sup> will affect the RV Parks, but the Port is still taking long term reservations.

Miranda said a letter from the City of Newport was included in the Meeting Packet, requesting support for Urban Renewal funds repurposing. The details are still being discussed, and the City is putting together a committee. While she believes this won't have much impact on the Port, it may delay some work that would have been done with those funds.

Chuck suggested that Angela Nebel prepare a release about what is going on around the boat ramp and halibut, and what the Port would use to make decisions in the future. Miranda said there is a document posted on the Port's website regarding the boat ramp. She added she received an email from ODFW before the meeting which said they will continue working with ports regarding the halibut opening date. She will be meeting with Lincoln County Commissioner Kaety Jacobsen and other area ports about coordinating this. Chuck said halibut could see a big injection of people, which was the concern. Sylvia said the Port needs to be flexible and creative while keeping people safe; the halibut opening date puts the Port in a bad position between local and State agencies. Miranda said ODFW acknowledged they hadn't taken that into consideration and will be looking at that. ODFW still has a tentative date of May 14<sup>th</sup> for all-depth halibut, but will continue to have the conversation. Miranda said she will talk to Tillamook County and area ports to get them on board working with ODFW. There is also the issue of charter boats.

Sylvia asked what the Urban Renewal funds were targeted for. Miranda says she is not familiar with this particular Urban Renewal fund and would want to understand it well before going for a vote on the issue.

Miranda said she received a call from Sara Skamser yesterday, saying she wants to resign from the Commission for personal reasons. Miranda has not yet received that in writing. As soon as that's received, she will bring that up with the Commission and go through the process of filling the vacancy. Miranda said she was sad to see Skamser resign, and found her very fair, very open, and a good listener. Miranda said she enjoyed working with all of the Commission, but she will miss Skamser. Chuck said he was sorry to see Skamser go. Burke said the Port would announce the vacancy once a formal letter was received.

**IX. COMMISSIONER REPORTS/COMMENTS**.....

2:02:40

Sylvia asked about his role on the Cascades West Area Commission on Transportation. He said they report to ODOT, and discussions have mostly been about bridges, roads and highways. Miranda said that group that reviews funds coming into Oregon from federal sources managed by the State or from Connect Oregon. She said there may be opportunities that the Port would want to be considered for, or if the Port gets cargo, how to handle truck traffic. It is more about building a relationship now until something comes up that is of interest. There also may be benefit to the region that might indirectly benefit the Port. Sylvia and Miranda will schedule a one-on-one meeting to discuss ideas. Chuck added this representation will be important especially when it comes to Connect Oregon money for Port infrastructure. The group will vote on which projects to move forward, and the Port's liaison can lobby for projects important to the Port.

**X. CALENDAR/FUTURE CONSIDERATIONS**.....

2:09:16

- Budget Committee Meeting .....May 12
- Memorial Day – Port Office Closed.....May 25
- Regular Commission Meeting.....May 26
- Public Hearing & Adopt Budget Resolution; 6:00 pm.....June 23
- Regular Commission Meeting.....June 23

Miranda added that a Commercial Fishing Users Group Committee Meeting would be held Thursday, April 30th. Lackey volunteered to attend as a Commission liaison along with Burke.

**XI. PUBLIC COMMENT**.....

2:10:18

There was no public comment at this time.

**XII. ADJOURNMENT** .....

2:10:35

Having no further business, the meeting adjourned at 8:12 pm.

ATTESTED:

\_\_\_\_\_  
Jim Burke, Vice-President

\_\_\_\_\_  
Walter Chuck, Secretary/Treasurer



**PORT OF NEWPORT MINUTES**

May 12, 2020

1<sup>st</sup> Budget Committee Meeting

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

This meeting was held virtually only. The public was invited to view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio, and were invited to participate during public comment. Live chat was not monitored. The public could also submit a comment through a form on our website no later 4:00 pm on Monday, May 11<sup>th</sup>. No comments were received in advance of the meeting.

**Agenda Item**

**Audio Time**

**I. CALL TO ORDER/INTRODUCTIONS .....**

**0:00**

Commission Vice-President Jim Burke called the 1<sup>st</sup> Budget Committee Meeting of the Port of Newport to order at 8:07 am.

**Port Commission Members Present:** Jeff Lackey (Pos. #4); and Jim Burke, Vice-President (Pos. #5/). Walter Chuck (Pos. #1), Secretary/Treasurer arrived at approximately 10:16 am. Gil Sylvia (Pos. #3) was absent.

**Freeholder Members Present:** Rex Capri (Pos. #2), David Smith (Pos. #3), Mark Farley (Pos. #4), and Jeffrey Johnson (Pos. #5). Mark Farley left at approximately 10:00 am. Fred Postlewait (Pos. #1) was absent.

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

Burke asked the Committee members to introduce themselves.

**II. ELECTION OF BUDGET COMMITTEE CHAIR .....**

**1:42**

Burke asked for a volunteer to serve as Committee Chair. Lackey volunteered.

**A motion was made by Burke and seconded by Smith to select Lackey as Budget Committee Chair. The motion passed 6 – 0.**

**III. BUDGET MESSAGE.....**

**3:19**

Miranda introduced the Budget Message included in the Meeting Packet. She thanked the Committee members for attending the meeting. She commented this was a difficult message to prepare because of the issues with COVID-19. Miranda said the Port of Newport has not been affected as much as other ports depending on the type of business the ports were engaged in. She commented that the Port of Newport as a diversified portfolio which has helped to keep it afloat. She added the Port has a loss of about \$25K due to the virus, but she still doesn’t know how the Port will be affected in the long run as the virus affects users and tenants. Miranda reviewed highlights of the Budget Message. She added that the Port did not complete the Port Dock 5 Pier Project budgeted for in FY 2019-20 since the grant was received after the in-water work period.

She said the Port Dock 5 and 7 electrical upgrades are planned over a three year period. This planning project is important since there are safety and potential liability issues. Miranda said the revenue and expenses reports were organized to provide an understanding of how each of the Port's profit centers were performing. Referring to the personnel wages, she said there was an area salary survey prepared by HR Answers, and the wages reflected an attempt to get staff wages at least up to the minimum. Miranda said the Port has been off for a long time in terms of pay. She offered to share that report with the Committee. She said she also had a list of the work Angela Nebel of Summit Public Relations Strategies has done this year which has improved Port communication with the general public, stakeholders and legislators.

Miranda said there were planning projects in the proposed budget. She said that if the Port were to seek grants, the agencies would want to see plans. If anticipated grant money was not received for a project, it wouldn't be done in the fiscal year. She emphasized that the projects need to be listed in the budget; this is also a factor in getting grants or loans. She commented on the difficulties of working in the current Port office, including social distancing and the inability to hire additional staff or interns. Miranda acknowledged this project was easily postponed but will have to be done at some point. She mentioned other projects included in the budget and said it is important to move forward. She commented on the good work Bretz had done working with the Army Corps of Engineers on dredging at the commercial marina, which would involve a study in the upcoming year. Miranda said management recommended projects based on the Strategic Plan and those projects that would bring revenue to the Port and avoid liability.

Miranda said the Committee could make a decision today or schedule another meeting. She added that the Port could only change by 10% in the fiscal year without getting approval for a supplemental budget.

**IV. OVERVIEW OF PROPOSED BUDGET .....**

23:24

Brown introduced the LB forms included in the Meeting Packet. He said the budget was prepared with staff input, and he had looked back up to four year comparing budget and spent numbers to make adjustments. These adjustments were increases in some areas and decreases in others. Miranda commented on the good job giving the big overview and the effort to account for things in the right place. Brown said professional fees were high because planning fees cannot be capitalized.

Capri asked about the NOAA MOC-P decrease and the Commercial Marina increase on LB 1. Brown said most of the projects identified were in the Commercial Marina. Bretz spoke to the importance of those projects, saying some areas would become unusable if work wasn't done. He added it would be more efficient to replace areas to configure them for their useful lives rather than continue to repair the current facilities, which did not suit the changes in the fishing industry. Brown reiterated that if the anticipated grants weren't received, the project would not be done in the next fiscal year. Lackey referred to the Budget Message and the comment that grants would not be received if the projects were not in the budget. He had sent an email to Miranda asking about cash reserves for emergencies and matching funds, and considered a buffer/stop gap to be the minimum amount of reserves. Miranda and Brown said the plan was to remain close to the current \$1.2MM in reserves. Miranda said the Port has to be more aggressive about completing projects and plans were needed to get grant funds. She commented the better the plan and the more matching funds available, the greater the likelihood of receiving a grant. Miranda added that there was the possibility of getting loans as high \$2.5MM if needed for matching funds.

Burke asked if the personnel budget reflected any additional staff or just increases to current staff salaries. Miranda said, as of right now, this was for current staff or replacements, part-time and seasonal workers. Brown noted that seasonal workers were in the budget under personnel as opposed to materials and services. Hiring seasonal workers directly saved 25% of the cost. He added that insurance went up dramatically, and HRA liability was also added.

**V. DEPARTMENTAL REVIEW**

A. Administration and South Beach RV Parks .....

38:34

Brown referred to pages 17 and 18 in the Meeting Packet. Miranda added that the \$2.4MM for a new headquarters was a ballpark figure and she was trying to obtain a more realistic amount. Lackey asked about the project list on page 24. Brown said the projects were scored for priority by Miranda, Bretz and himself. Miranda said the priorities were based in part on safety, users’ requests, and past agreements. She advised the Committee could change priorities. Brown talked about the plan for new financial software, which needed more planning. He estimated there probably were 1 – 1.5 extra staff because of the current software. Brown added the server installed in 2012 could fail at any time. He said the insurance costs on line 16 showed an increase because property was now valued correctly. The numbers also reflected moving expenses into the right areas.

Brown highlighted RV Park operations, but said the numbers on page 18 included both RV Parks and Recreational Marina office and operations staff. He said he expected a strong showing as the emergency order lifts. Brown added the Recreational Marina is nearly 100% booked. He highlighted the professional services for planning, residing the restrooms, painting the shop. He said the miscellaneous costs included disposal of vessels. Burke asked about the .5 staff number. Brown explained that the Assistant Harbormaster was distributed to both the commercial and recreational marinas.

B. Operations .....

50:30

Commercial Marina.....

50:38

Bretz referred to pages 19 and 24 in the Meeting Packet. He said projects were difficult to prioritize because there are critical items and it was hard to identify the costs if they weren’t done. He added the Port Dock 5 project was to keep the dock in working condition but could be moved around if necessary. There were critical floats on Port Dock 7 that were beyond repair. Replacing of pilings was in the budget every year in case pilings failed. Bretz said the hoist dock electrical needed to move because it got submerged at high tide. He advised that two of the forklifts were past their useful life, and this service was a revenue generator for the Port. Bretz said the electrical engineering was near the top of the list because the increases in commercial moorage rates was predicated on getting this project done. If the Port can stay on schedule, he expected to have new 50 amp pedestals in 3 years; this year would be the engineering, followed by permits and bids in the next fiscal year. Bretz added that if some of the prioritized projects were not addressed, the Port could plan to lose those parts of the facilities. Miranda highlighted the planning for replacing Port Dock 7. She said if this did not move forward, the Port would need to start thinking about other improvements to make the dock continue to be useable – she recommended moving forward with the plan to replace. Burke asked about the lease or purchase of forklifts. Brown explained that was a capital lease. Bretz said that the Port could quickly reach \$12 – 15K in repairing the current forklifts. Bretz also said if the Port did not move forward with the plans for Port Dock 7 replacement considering the needs for the next 20 – 30 years, it will have to be done again. He said it makes sense to make plans that last for the lifespan of the project.

Newport International Terminal.....  
Bretz said it was hard to identify what the 9-acre property at the International Terminal was costing the Port right now. He said that the longer the property is left unaddressed, there was the potential for growing wetlands. Bretz said that property could be used by the Port as a storage area, whether paved or graveled. There will be need for storage when the wave energy project gets going off shore. He suggested that more lay down space would be a good investment, and the Port should not fall behind maintenance of the fairly new facility. Miranda said that at some point there would be two alternatives for use of this area: a single user or multiple users. She commented the Port has little unused property, and it wouldn't be good for the Port if this parcel became wetlands. Brown will look into allotting the appropriate amount of insurance to NIT.

1:01:36

**VI. MAJOR PROJECTS OVERVIEW.....**

1:07:31

Miranda said most of the projects on page 24 of the Meeting Packet have been discussed. She commented that some of the projects have been postponed over and over in past years. Miranda said the sea wall could be a liability for the Port and could possibly lead to the loss of a major tenant. She said the Port Dock 7 replacement planning would be an easy project to discuss for funding from the State since it affects major users, the Newport fishing fleet. The Port has already received an EDA grant for the Dock 5 Pier Project, so that must move forward. A consultant for evaluating use of NIT may not qualify for a grant this year since the State has already invested a lot of money in that area, but she will talk to them. Miranda said she had spoken with the Regional Solutions Team about planning grants and 0% loans. The South Beach "expo" building could house the Seafood & Wine Festival, as well as other events, which would bring revenue to the Port. Farley asked if Miranda had looked at the Commons project at the fairgrounds. Miranda said if the project moved forward, it would be important to get the City and County involved to mitigate competition with other venues.

Lackey asked if staff had discussed the must do projects. Miranda suggested leaving projects in the budget while making sure to maintain reserves. Some projects could be moved to future years or dropped off if grants aren't received, but she wouldn't want to remove projects from the budget and miss opportunities if funds became available. She said all of the projects were important either to generate revenue, address users' needs, or address potential Port liability. There was some discussion about negotiating with Rondys for a property line adjustment for the power shed. Lackey asked what could reasonably be expected to get done and still maintain reserves. Brown said that was a difficult question to answer now because of the current shut downs due to COVID-19. He commented there may be other grants not yet identified for some of the projects. He suggested the RV Park Annex conceptual design might not happen in FY 2020-21. That area is for a different socioeconomic group from the main RV Park, and it would need infrastructure repairs. Although all projects are critical, the accounting software and replacing the manned crane would probably not be completed in FY 2020-21. Brown spoke about replacing current equipment with steerable/trainable containers could reduce the risk for staff injury. He said he was committed to keeping \$1 – 1.5MM in reserves. Bretz said many of the projects were for planning, and a lot of the upfront work has been done at the harbormaster level. He said that the Port would not get much of the money back by continuing to repair rather than replace Port Dock 7. This could probably be deferred for another year, but not much more. Bretz said the RV Park Annex needs to be redesigned and some space could be added with conditional use zoning. Miranda said COVID-19 has hurt a lot of funds and that could affect grant availability. Bretz commented that the Commission would still need to authorize spending on any projects. Lackey said he thought it would be a good idea to come out of the budget process with a general expectation of what the next fiscal year would look like in best/worst case scenarios. Capri asked if building the

administration building included purchasing real estate. Miranda said the building would be on property owned by the Port and spoke about the potential lease of office space to help offset loans.

**VII. CONCLUDING COMMENTS .....**

1:47:14

Lackey said he understood the Port was getting caught up on personnel costs but wondered how that would affect PERS liability. Brown said the PERS liability would be declining. Lackey said he had looked at some of the steps, acknowledging some people are under market but the Committee has to consider its responsibility. Brown shared a sheet showing individual increases, which will also be posted online. The current market rates are based on experience and years in the position. Miranda said the proposal was to be at least above the low numbers in the survey. She commented that there was still difficulty finding maintenance crew members at the wages offered considering the cost of living in Newport. Bretz said the operations salaries are at the low end of regional wages. Lackey asked if the discrepancies needed to be made up in one year; the Port needs to be fiscally responsible. Miranda said this is one area she wouldn't want to see trimmed down. There were times in the past when staff did not get any raises, so the Port is now in catch up mode. The wage increases could slow down from this point forward using typical COLA to adjust the wage scales, but it was important to adjust wages so as not to lose staff and let staff know the Port wants them here. Lackey asked about the wages steps, noting that Bretz would be at the low end of the wage steps, but is not a low end employee. He noted the changes in the steps were substantial. Miranda said the numbers came from the salary survey, and the Port was required to pay in an equitable manner. Miranda said she would share the survey. Bretz asked the Committee to consider the view of the person looking for a job. If the Port wants good employees, they have to pay fairly or job seekers will look elsewhere. He asked what the Port wants its workforce to look like and what experience should they have. Lackey said he agreed with the comments, but the Committee has to do due diligence. Lackey said he would like to see the salary survey. Chuck reiterated what Lackey said and the Port also has to manage public perception around this issue in the current environment. He asked that the survey also be posted on the website.

**VIII. PUBLIC QUESTIONS/COMMENTS**

There were no public comments.

**IX. COMMITTEE COMMENTS .....**

2:12:05

Capri asked if Brown thought the Port could generate enough revenue to support this proposed budget. Brown said yes, but COVID-19 is an ongoing unknown. He said he expected recreation to come back strong. Bretz said he thought that commercial moorage revenue would remain mostly static. Revenue from services respond more to the market, but aren't as large a percentage of the revenue as moorage. At NIT, storage is the highest source of revenue and should remain about the same.

Chuck commented the Port moving forward needs to make sure that unrestricted NOAA funds are not used for any projects. Brown discussed the potential loss of income of approximately 7% in the RV Parks, but little impact elsewhere. Chuck asked if there had been any thought of contracting out services like forklift drivers. Brown said most capital projects are contracted out to get the projects done with minimal risk to employees. Miranda said if something can be done by staff, she would rather keep them in house so the Port has more control. Some projects are more suited to professional services, for example the project management of the Port Dock 5 Pier project. Bretz said the Port would outsource when it was important, but it was not best to outsource front door services like the forklift. Brown said the rates being charged for these

services covered costs. Chuck commented that the Port has not brought in a significance source of new income. He also commented on the difficulties when an event center was proposed in the past, and suggested it could change the character of the South Beach area.

Brown said that rates and fees were overall increased by 4%, and 10% in the Commercial Marina. These increases are to cover the Port’s increased costs. Miranda said she shared the rates with Heather Mann to share with the commercial fishing, but has not yet heard any feedback. Capri asked about materials and supplies at NIT, item B. Bretz said that addressed when the Port had to rent equipment for services to users, and should be cost plus 25%. Brown said that the Commercial Fishing Users Group Committee and others had given feedback regarding forklift charges for services taking less than an hour, and fees have been adjusted. Lackey asked if approving the budget would also approve the fees. Miranda said that rates & fees as well as salaries are adopted as resolutions in the May regular meeting.

**X. APPROVAL OF BUDGET OR SCHEDULE ADDITIONAL MEETNG.....**

2:30:55

Chuck said he would prefer that Commissioner Sylvia have input on the budget, and Burke agreed. Lackey asked that the salary survey be provided in advance of a second Budget Committee Meeting, in addition to information about what could be expected in best/worst case scenarios. He added he appreciated the work done to this point, putting the Port in a better position and looking long term. It was decided that a Doodle poll would be distributed to find a date and time for a second meeting. The Committee decided to approve the tax rate when the budget was approved at a future meeting.

**XI. ADJOURNMENT.....**

2:40:32

Having no further business, the meeting adjourned at 10:48 am.

ATTESTED:

\_\_\_\_\_  
Jim Burke, Vice-President

\_\_\_\_\_  
Walter Chuck, Secretary/Treasurer

**PORT OF NEWPORT MINUTES**

May 19, 2020

2<sup>nd</sup> Budget Committee Meeting

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

This meeting was held virtually only. The media and public were invited to view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio, and were invited to participate during public comment. Live chat was not monitored. The public could also submit a comment through a form on our website no later 4:00 pm on Monday, May 18<sup>th</sup>. One comment was received in advance of the meeting.

**Agenda Item**

**Audio Time**

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

0:00

Committee Chair Jeff Lackey called the 2<sup>nd</sup> Budget Committee Meeting of the Port of Newport to order at 6:03 pm.

**Port Commission Members Present:** Walter Chuck (Pos. #1); Gil Sylvia (Pos. #3); Jeff Lackey (Pos. #4), Chair; and Jim Burke (Pos. #5). Position #2 is vacant.

**Freeholder Members Present:** Rex Capri (Pos. #2), David Smith (Pos. #3), Mark Farley (Pos. #4), and Jeffrey Johnson (Pos. #5). Fred Postlewait (Pos. #1) was absent.

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

**II. RECEIVE UPDATED BUDGET MESSAGE .....**

0:28

Lackey commented that a lot of business was taken care of at the 1<sup>st</sup> Budget Committee Meeting. Miranda said there was not an updated message, but she did want provide clarification on salary increases. An additional table was shared, and is saved as a Meeting Packet Addendum, showing the increase history and the actual increase proposed for the budget from the current rates as 8.2%. She reviewed the salary increases that had been implemented since 2019. She commented that the increase was larger than a normal year, and was being implemented based on the HR Answers salary survey to clean things up moving forward. Sylvia asked if there was a trajectory of salary increases moving forward. Miranda said that staff would continue to look at maintenance wages. The Port was having difficulty filling those positions and had seen turnover in the past year. The Port had also expended money on training in these positions. She added that similar jobs elsewhere were hard to compare, especially with Newport cost of living. Other positions would depend on the need for replacement or adding staff. Seasonal staff also proved to be a challenge to fill.

Chuck said he appreciated this additional table. Miranda said she would send this out. Lackey said he also felt this document was valuable. Sylvia asked about health benefits and PERS, and the trend for personnel expenses over time. Brown said that health insurance went up 19% this year, with comparison quotes in the same range. He said PERS liability should be decreasing over time. Sylvia said he felt good about the budget, and sensed others did as well. He suggested one reason was that the Commission looked at the budget status at the regular monthly meetings. He

commented on the correlation with the Strategic Plan and the Port’s diverse sources of revenue. Sylvia suggested it would be helpful to show the projects not just by priority but also by their stages, such as planning, implementation, and time planned for completion. He added his support for finding funding for plans, which was critical. Brown said the priorities list could be shuffled to take advantage of opportunities as they arose. Miranda said the projects could also be separated into planning, deferred maintenance, new capital projects, and projects that had been put on the back burner. She added the Strategic Plan is a 5-year plan, so these projects (as listed on the Strategic Plan) are planned to be completed in the next 5 years if feasible. Miranda commented that the costs for deferred maintenance would continue to increase over time, and there was a risk of losing assets not repaired. The situation with COVID-19 may make some funding more difficult to obtain this year, but projects need to be in the budget if funding is to be sought. She added that keeping money in reserves was also a priority. Miranda said the Commission and public will be updated as projects progress.

Chuck asked specifically about the South Beach electric load centers and its place in the priorities since it was identified as a top project last year. Miranda said the priority list is not a timeline, and items 1 – 10 are very close in priority; all have to be done. Chuck also commented on the need to be cognizant of the needs for matching funds. Burke said he appreciated all of the planning and the forward looking approach. He suggested communicating with the public to help interpret the planned projects, so they understand the Port’s approach to managing funding and completion. Capri said he appreciated staff’s effort in preparing the budget, and he appreciates maintaining the Port’s assets. He specifically asked about the priority of the NIT Consultant to determine best opportunities and uses of International Terminal, which he considered a priority potential for the Port to generate new revenue and be proactive in making something happen. Miranda said she considers this important and will pursue grants, but there are already opportunities lined up for some of the other projects such as the PD5 Pier Project and the Army Corps dredging of the channel to the Commercial Marina and that is why they were higher on the priority list.

**III. PRESENTATION OF CASH FLOW .....**

40:50

Brown introduced the two cash flow documents included in the meeting materials, which looked at opening balance, expected income, expenses, grant funding, and what the ending balance would be. He added the Port would need to get grant funding to make this work, but both scenarios maintain reserves. Lackey said he appreciated this summary and had a good sense of what the Port could do. Miranda added that she and Brown were discussing putting something similar together for a 5-year plan, which would help identify what would become a project and when. Miranda reiterated the value of the Port’s diverse holdings, and the importance of having reserve funds.

**IV. FINAL REVIEW OF PROPOSED BUDGET FOR FY 2020-2021**

There was no additional discussion.

**V. PUBLIC QUESTIONS/COMMENTS .....**

47:38

A comment submitted by Tom Simpson appreciating the small increase in annual moorage at the recreational marina for senior residents was read to the Committee.



VI. APPROVAL OF BUDGET ..... 48:42

A motion was made by Johnson and seconded by Burke to approve the proposed Budget as presented for the Port of Newport’s 2020-2021 fiscal year. The motion passed 8 – 0.

VII. APPROVAL OF TAX RATE FOR THE PORT’S FY 2020-2021 TO SUBMIT TO ASSESSOR ..... 50:35

A motion was made by Johnson and seconded by Chuck, based on the Port’s Bonded Debt Fund balance of three-hundred-thirty-four- thousand four-hundred U.S. Dollars (i.e. \$334,400.00) per its audited financials as of 30 June 2017, to approve the tax rate of six-point-zero-nine-cents (\$0.0609) per \$1,000.00 of assessed value for operating purposes in the General Operating Fund and in the fixed amount of five-hundred-twenty-thousand U.S. Dollars (i.e. \$520,000.00) for payment of general obligation bond principal and interest in the Bonded Debt Fund for the 2018-2019 fiscal year. The motion passed 8 – 0.

VIII. ADJOURNMENT ..... 52:33

Having no further business, the meeting adjourned at 6:56 pm.

ATTESTED:

\_\_\_\_\_  
Jeff Lackey, Committee Chair

\_\_\_\_\_  
Walter Chuck, Secretary/Treasurer





## **C O N S E N T   C A L E N D A R   I T E M**

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**DATE:**            **May 21, 2020**  
**RE:**                **Security South Beach Fillet Tables**  
**TO:**                **Paula Miranda, General Manager**  
**ISSUED BY:**    **Aaron Bretz, Director of Operations**

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### **BACKGROUND**

With the social distancing requirements that the Port has implemented, the fillet tables in South Beach present a particular challenge as they are self-service, and have previously required no active management by Port personnel. We've used mechanical changes to reduce the number of people who can have simultaneous access to water at the table, but this does not prevent crowding around an individual spigot. Having one extra person to monitor all three fillet table locations through the busiest days of the summer is the best way for us to manage social distancing.

### **DETAIL**

TCB Security has provided an estimate for one person to be in South Beach for this purpose during the busiest days of the summer at the busiest times in the amount of \$8,064 through the end of August. That will be approximately \$500 per week.

This work is code enforcement for the Port, and it requires a high degree of accountability and liability mixed with the authority to act, so it is not appropriate to use volunteers for this purpose.

I requested, and we received a grant from the Oregon State Marine Board for part of the cost of bringing in an additional security officer in the amount of \$2,520. I requested a grant for the full amount, and there was willingness to provide the funds but because OSMB's funding was cut this was the best they could do at this time.

### **BUDGET IMPLICATIONS**

We have funding in this year's professional services budget and next fiscal year's professional services budget to fund this service.

### **RECOMMENDATIONS**

**I RECOMMEND A MOTION TO AUTHORIZE THE GM TO REQUEST ADDITIONAL SERVICES FROM TCB SECURITY FOR THE FILLET TABLES IN SOUTH BEACH, NTE A TOTAL OF \$8,064 WITH A GRANT FROM OSMB ACCOUNTING FOR \$2,520 OF THE TOTAL COST.**



**Port of Newport  
Statement of Cash Flows  
For Fiscal Year to Date**

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	<b>Jul '19 - Apr 20</b>
<b>OPERATING ACTIVITIES</b>	
Net Income	-420,337.43
Adjustments to reconcile Net Income to net cash provided by operations:	
Net cash provided by Operating Activities	-477,279.36
<b>INVESTING ACTIVITIES</b>	26,952,374.00
<b>FINANCING ACTIVITIES</b>	
12380 · 2013 FF&C Bond Premium	-7,187.20
12400 · Long Term Debt:12405 · Full Faith & Credit (2013)	-205,000.00
12400 · Long Term Debt:12424 · SPWF-L00012	-5,305.01
12400 · Long Term Debt:12425 · SPWF-Q10001	-53,419.52
12400 · Long Term Debt:12432 · 11-13-576 (NIT Forgivable Loan)	-12,499.98
12400 · Long Term Debt:12442 · OCB - #10032077	-23,520.80
12400 · Long Term Debt:12453 · 2017 CM Toyota Forklift	-5,778.26
12400 · Long Term Debt:12454 · 2017 NIT Hyster Forklift	-8,684.68
12400 · Long Term Debt:12470 · City of Newport SDC - 2016	-5,576.87
12400 · Long Term Debt:12471 · Oregon Brewing Co-MUA 2016	-24,958.70
13000 · Fund Balance	437,442.80
13030 · FB-Assigned - Facility Improve	53,082.00
13075 · FB - Prior Period Adj	-34,951.87
13200 · FB - Debt Principal	-489,330.80
13275 · FB - Accrued Interest	-1,194.00
13300 · FB - Equity Transfers	-25,585,916.00
Net cash provided by Financing Activities	-25,972,798.89
Net cash increase for period	502,295.75
Cash at beginning of period	3,057,649.46
Cash at end of period	<b>3,559,945.21</b>

**Port of Newport  
Statement of Cash Flows  
For Fiscal Month**

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	<b>Apr 20</b>
<b>OPERATING ACTIVITIES</b>	
Net Income	-987.22
Adjustments to reconcile Net Income to net cash provided by operations:	
Net cash provided by Operating Activities	-95,016.28
<b>INVESTING ACTIVITIES</b>	
11500 · Capital Assets:11550 · Accum Dep-Land Improvements	14,836.00
11500 · Capital Assets:11555 · Accum Dep - Buildings	11,275.00
11500 · Capital Assets:11560 · Accum Dep - Docks & Piers	106,439.00
11500 · Capital Assets:11565 · Accum Dep - Vehicles & Equip	6,629.00
Net cash provided by Investing Activities	139,179.00
<b>FINANCING ACTIVITIES</b>	
12400 · Long Term Debt:12425 · SPWF-Q10001	-5,359.06
12400 · Long Term Debt:12432 · 11-13-576 (NIT Forgivable Loan)	-4,166.66
12400 · Long Term Debt:12442 · OCB - #10032077	-6,608.99
12400 · Long Term Debt:12453 · 2017 CM Toyota Forklift	-588.15
12400 · Long Term Debt:12454 · 2017 NIT Hyster Forklift	-885.49
12400 · Long Term Debt:12471 · Oregon Brewing Co-MUA 2016	-2,495.87
13000 · Fund Balance	-16,956.50
13030 · FB-Assigned - Facility Improve	16,956.50
Net cash provided by Financing Activities	-20,104.22
Net cash increase for period	24,058.50
Cash at beginning of period	3,535,886.71
<b>Cash at end of period</b>	<b><u>3,559,945.21</u></b>

**Port of Newport - General Operating Fund**  
**Balance Sheet**  
As of April 30, 2020

	Apr 30, 20	Apr 30, 19	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
Checking/Savings				
100 · General Operating Funds	3,555,344	3,121,556	433,788	14%
<b>Total Checking/Savings</b>	3,555,344	3,121,556	433,788	14%
Accounts Receivable				
11200 · Accounts Receivable	522,755	356,634	166,121	47%
<b>Total Accounts Receivable</b>	522,755	356,634	166,121	47%
<b>Other Current Assets</b>				
11250 · Property Tax Receivable	15,868	10,335	5,533	54%
11255 · Allow for Bad Debt - CM	(20,000)	(20,000)	0	0%
11260 · Allow for Bad Debt - SB	(10,000)	(10,000)	0	0%
11270 · Undeposited Funds	4,601	23	4,578	19,905%
11300 · Prepaid Expenses	180,702	161,036	19,666	12%
11400 · Due from Other Funds	7,918	121,286	(113,368)	(94)%
11480 · PERS - NPA(L)	(815,466)	(1,070,645)	255,179	24%
11485 · PERS - Deferred OF	324,633	705,254	(380,621)	(54)%
11490 · Assets Held For Sale	2,126	0	2,126	100%
<b>Total Other Current Assets</b>	(309,618)	(102,711)	(206,907)	(201)%
<b>Total Current Assets</b>	3,768,481	3,375,479	393,002	12%
<b>Fixed Assets</b>				
11500 · Capital Assets	47,536,156	77,538,301	(30,002,145)	(39)%
<b>Total Fixed Assets</b>	47,536,156	77,538,301	(30,002,145)	(39)%
<b>TOTAL ASSETS</b>	<b>51,304,637</b>	<b>80,913,780</b>	<b>(29,609,143)</b>	<b>(37)%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable				
12000 · Accounts Payable	206,436	275,853	(69,417)	(25)%
<b>Total Accounts Payable</b>	206,436	275,853	(69,417)	(25)%
<b>Other Current Liabilities</b>				
12010 · Unclaimed Property Payable	3,234	0	3,234	100%
12020 · Lodging/Room Tax Payable	100	2,016	(1,916)	(95)%
12100 · Payroll Liabilities	141,824	106,748	35,077	33%
12200 · Due to other Funds	5,292	0	5,292	100%
12250 · Deferred Revenue	306,229	345,968	(39,739)	(12)%
12300 · Accrued Interest Payable	16,843	18,037	(1,194)	(7)%
12350 · Current Portion-Long Term Debt	539,514	528,337	11,177	2%
<b>Total Other Current Liabilities</b>	1,013,036	1,001,106	11,931	1%
<b>Total Current Liabilities</b>	1,219,473	1,276,959	(57,486)	(5)%
<b>Long Term Liabilities</b>				
12380 · 2013 FF&C Bond Premium	100,621	107,808	(7,187)	(7)%
12400 · Long Term Debt	6,285,211	7,130,463	(845,252)	(12)%
12900 · PERS - Deferred IF	147,653	119,917	27,736	23%
<b>Total Long Term Liabilities</b>	6,533,485	7,358,187	(824,703)	(11)%
<b>Total Liabilities</b>	7,752,957	8,635,146	(882,189)	(10)%

**Port of Newport - General Operating Fund**

**Balance Sheet**

As of April 30, 2020

	<u>Apr 30, 20</u>	<u>Apr 30, 19</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Equity</b>				
13000 · Fund Balance	62,409,015	64,755,409	(2,346,394)	(4)%
13030 · FB-Assigned - Facility Improve	53,082	0	53,082	100%
13050 · FB - Contributed Capital	7,130,788	7,130,788	0	0%
13075 · FB - Prior Period Adj	(34,952)	0	(34,952)	(100)%
13300 · FB - Equity Transfers	(25,585,916)	0	(25,585,916)	(100)%
13400 · FB - Interfund Loans	0	10,515	(10,515)	(100)%
13600 · FB - Discount/Premium	0	7,338	(7,338)	(100)%
13720 · FB - PERS-Pension Inc/Exp	0	(109,494)	109,494	100%
Net Income	(420,337)	484,078	(904,415)	(187)%
<b>Total Equity</b>	<u>43,551,680</u>	<u>72,278,634</u>	<u>(28,726,954)</u>	<u>(40)%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>51,304,637</b></u>	<u><b>80,913,780</b></u>	<u><b>(29,609,143)</b></u>	<u><b>(37)%</b></u>



**Port of Newport - General Operating Fund**  
**Profit & Loss Budget vs. Actual**  
 July 2019 through April 2020

	Jul '19 - Apr ...	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	627,064	720,000	(92,936)	87%
14100 · Moorage	1,268,927	1,547,850	(278,923)	82%
14200 · Hoist Dock & Services	898,905	872,150	26,755	103%
14300 · Shipping Terminal Revenues	0	3,000	(3,000)	0%
14400 · RV Parks	784,971	1,080,000	(295,029)	73%
14500 · Launch Ramp & Trailer Storage	66,974	92,000	(25,026)	73%
14600 · Miscellaneous Revenue	103,014	116,000	(12,986)	89%
<b>Total Income</b>	<u>3,749,855</u>	<u>4,431,000</u>	<u>(681,145)</u>	<u>85%</u>
<b>Gross Profit</b>	3,749,855	4,431,000	(681,145)	85%
<b>Expense</b>				
15000 · Personnel Services	1,349,890	1,735,539	(385,649)	78%
16000 · Materials & Services	1,411,779	2,136,710	(724,931)	66%
16990 · Depreciation Expense	1,391,098	0	1,391,098	100%
17000 · Debt Service	91,284	786,890	(695,606)	12%
<b>Total Expense</b>	<u>4,244,052</u>	<u>4,659,139</u>	<u>(415,087)</u>	<u>91%</u>
<b>Net Ordinary Income</b>	(494,197)	(228,139)	(266,058)	217%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18100 · Property Tax Revenue	111,897	116,000	(4,103)	96%
18200 · Interest Income	49,747	60,000	(10,253)	83%
18300 · Grants	16,600	255,300	(238,700)	7%
18600 · Gain/(Loss) on Sale of Assets	423	0	423	100%
18700 · Property & Dredge Sales	36,755	10,000	26,755	368%
<b>Total Other Income</b>	<u>215,422</u>	<u>441,300</u>	<u>(225,878)</u>	<u>49%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	13,637	394,300	(380,663)	3%
19600 · Contingency	0	10,000	(10,000)	0%
19700 · Transfers Out to Other Funds	130,200	1,049,770	(919,570)	12%
19800 · Transfer-Admin Exp to Programs	(2,275)	374,814	(377,089)	(1)%
<b>Total Other Expense</b>	<u>141,562</u>	<u>1,828,884</u>	<u>(1,687,322)</u>	<u>8%</u>
<b>Net Other Income</b>	73,859	(1,387,584)	1,461,443	(5)%
<b>Net Income</b>	<u>(420,337)</u>	<u>(1,615,723)</u>	<u>1,195,386</u>	<u>26%</u>

**Port of Newport**  
**Profit & Loss Prev Year Comparison Gen Op Fund**  
**July 2019 through April 2020**

	Jul '19 - Apr 20	Jul '18 - Apr 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	627,064	590,351	36,713	6%
14100 · Moorage	1,268,927	1,079,918	189,009	18%
14200 · Hoist Dock & Services	904,878	729,167	175,711	24%
14300 · Shipping Terminal Revenues	0	1,572	-1,572	-100%
14400 · RV Parks	784,971	801,112	-16,141	-2%
14500 · Launch Ramp & Trailer Storage	66,974	67,577	-603	-1%
14600 · Miscellaneous Revenue	103,014	93,731	9,283	10%
<b>Total Income</b>	<u>3,755,827</u>	<u>3,363,429</u>	<u>392,398</u>	<u>12%</u>
<b>Gross Profit</b>	3,755,827	3,363,429	392,398	12%
<b>Expense</b>				
15000 · Personnel Services	1,349,890	1,136,457	213,433	19%
16000 · Materials & Services	1,411,779	1,420,499	-8,720	-1%
16990 · Depreciation Expense	1,391,098	0	1,391,098	100%
17000 · Debt Service	91,284	478,518	-387,234	-81%
<b>Total Expense</b>	<u>4,244,052</u>	<u>3,035,475</u>	<u>1,208,577</u>	<u>40%</u>
<b>Net Ordinary Income</b>	-488,224	327,954	-816,178	-249%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18100 · Property Tax Revenue	111,897	107,725	4,172	4%
18200 · Interest Income	49,747	25,393	24,355	96%
18300 · Grants	16,600	1,800	14,800	822%
18600 · Gain/(Loss) on Sale of Assets	423	-8,374	8,797	105%
18700 · Property & Dredge Sales	36,755	54,679	-17,924	-33%
<b>Total Other Income</b>	<u>215,422</u>	<u>181,223</u>	<u>34,199</u>	<u>19%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	13,637	25,099	-11,462	-46%
19700 · Transfers Out to Other Funds	130,200	0	130,200	100%
19800 · Transfer-Admin Exp to Programs	-2,275	0	-2,275	-100%
19997 · Suspense	0	0	0	0%
<b>Total Other Expense</b>	<u>141,562</u>	<u>25,099</u>	<u>116,463</u>	<u>464%</u>
<b>Net Other Income</b>	73,859	156,124	-82,264	-53%
<b>Net Income</b>	<u><u>-414,365</u></u>	<u><u>484,078</u></u>	<u><u>-898,443</u></u>	<u><u>-186%</u></u>

**Port of Newport - General Operating Fund**  
**Profit & Loss Budget vs. Actual - Administration**  
 July 2019 through April 2020

	<u>Jul '19 - Apr 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14600 · Miscellaneous Revenue	25,529	38,000	(12,471)	67%
<b>Total Income</b>	<u>25,529</u>	<u>38,000</u>	<u>(12,471)</u>	<u>67%</u>
<b>Gross Profit</b>	25,529	38,000	(12,471)	67%
<b>Expense</b>				
15000 · Personnel Services	574,537	736,205	(161,668)	78%
16000 · Materials & Services	410,993	525,468	(114,475)	78%
16990 · Depreciation Expense	2,350	0	2,350	100%
<b>Total Expense</b>	<u>987,880</u>	<u>1,261,673</u>	<u>(273,793)</u>	<u>78%</u>
<b>Net Ordinary Income</b>	(962,351)	(1,223,673)	261,322	79%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18100 · Property Tax Revenue	111,897	116,000	(4,103)	96%
18200 · Interest Income	49,747	60,000	(10,253)	83%
18300 · Grants	6,600	3,500	3,100	189%
<b>Total Other Income</b>	<u>168,244</u>	<u>179,500</u>	<u>(11,256)</u>	<u>94%</u>
<b>Other Expense</b>				
19600 · Contingency	0	10,000	(10,000)	0%
19700 · Transfers Out to Other Funds	130,200	1,049,770	(919,570)	12%
19800 · Transfer-Admin Exp to Programs	(924,206)	0	(924,206)	100%
<b>Total Other Expense</b>	<u>(794,006)</u>	<u>1,059,770</u>	<u>(1,853,776)</u>	<u>(75)%</u>
<b>Net Other Income</b>	<u>962,251</u>	<u>(880,270)</u>	<u>1,842,521</u>	<u>(109)%</u>
<b>Net Income</b>	<u><b>(100)</b></u>	<u><b>(2,103,943)</b></u>	<u><b>2,103,843</b></u>	<u><b>0%</b></u>

**Port of Newport**  
**P & L Prev Year Comparison Administration**  
**July 2019 through April 2020**

	Jul '19 - Apr 20	Jul '18 - Apr 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14600 · Miscellaneous Revenue	25,529	23,231	2,298	10%
<b>Total Income</b>	25,529	23,231	2,298	10%
<b>Gross Profit</b>	25,529	23,231	2,298	10%
<b>Expense</b>				
15000 · Personnel Services	574,537	411,308	163,229	40%
16000 · Materials & Services	410,993	437,042	-26,050	-6%
16990 · Depreciation Expense	2,350	0	2,350	100%
17000 · Debt Service	0	13,389	-13,389	-100%
<b>Total Expense</b>	987,880	861,739	126,141	15%
<b>Net Ordinary Income</b>	-962,351	-838,508	-123,842	-15%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18100 · Property Tax Revenue	111,897	107,725	4,172	4%
18200 · Interest Income	49,747	25,393	24,355	96%
18300 · Grants	6,600	0	6,600	100%
<b>Total Other Income</b>	168,244	133,118	35,127	26%
<b>Other Expense</b>				
19700 · Transfers Out to Other Funds	130,200	0	130,200	100%
19800 · Transfer-Admin Exp to Programs	-924,206	0	-924,206	-100%
19997 · Suspense	0	0	0	0%
<b>Total Other Expense</b>	-794,006	0	-794,006	-100%
<b>Net Other Income</b>	962,251	133,118	829,133	623%
<b>Net Income</b>	<b>-100</b>	<b>-705,391</b>	<b>705,291</b>	<b>100%</b>

**Port of Newport - General Operating Fund**  
**Profit & Loss Budget vs. Actual - International Terminal**  
July 2019 through April 2020

	<u>Jul '19 - Apr 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	123,219	131,137	(7,918)	94%
14100 · Moorage	136,730	156,000	(19,270)	88%
14200 · Hoist Dock & Services	469,202	416,000	53,202	113%
14300 · Shipping Terminal Revenues	0	3,000	(3,000)	0%
14600 · Miscellaneous Revenue	8,316	0	8,316	100%
<b>Total Income</b>	<u>737,468</u>	<u>706,137</u>	<u>31,331</u>	<u>104%</u>
<b>Gross Profit</b>	737,468	706,137	31,331	104%
<b>Expense</b>				
15000 · Personnel Services	127,698	149,851	(22,153)	85%
16000 · Materials & Services	163,983	216,570	(52,587)	76%
16990 · Depreciation Expense	1,060,260	0	1,060,260	100%
16995 · Transfer- Admin Exp to Programs	0	0	0	0%
17000 · Debt Service	58,385	519,095	(460,710)	11%
<b>Total Expense</b>	<u>1,410,325</u>	<u>885,516</u>	<u>524,809</u>	<u>159%</u>
<b>Net Ordinary Income</b>	(672,858)	(179,379)	(493,479)	375%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
19800 · Transfer-Admin Exp to Programs	27,402	0	27,402	100%
<b>Total Other Expense</b>	<u>27,402</u>	<u>0</u>	<u>27,402</u>	<u>100%</u>
<b>Net Other Income</b>	(27,402)	0	(27,402)	100%
<b>Net Income</b>	<u><u>(700,260)</u></u>	<u><u>(179,379)</u></u>	<u><u>(520,881)</u></u>	<u><u>390%</u></u>

**Port of Newport**  
**P & L Prev Year Comparison International Terminal**  
**July 2019 through April 2020**

	Jul '19 - Apr 20	Jul '18 - Apr 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	123,219	2,995	120,224	4,014%
14100 · Moorage	136,730	80,600	56,130	70%
14200 · Hoist Dock & Services	469,202	336,412	132,791	40%
14300 · Shipping Terminal Revenues	0	1,572	-1,572	-100%
14600 · Miscellaneous Revenue	8,316	1,851	6,465	349%
<b>Total Income</b>	<u>737,468</u>	<u>423,430</u>	<u>314,037</u>	<u>74%</u>
<b>Gross Profit</b>	737,468	423,430	314,037	74%
<b>Expense</b>				
15000 · Personnel Services	127,698	67,863	59,834	88%
16000 · Materials & Services	163,983	132,206	31,777	24%
16990 · Depreciation Expense	1,060,260	0	1,060,260	100%
17000 · Debt Service	58,385	216,344	-157,959	-73%
<b>Total Expense</b>	<u>1,410,325</u>	<u>416,414</u>	<u>993,912</u>	<u>239%</u>
<b>Net Ordinary Income</b>	-672,858	7,016	-679,874	-9,690%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18700 · Property & Dredge Sales	0	50,623	-50,623	-100%
<b>Total Other Income</b>	0	50,623	-50,623	-100%
<b>Other Expense</b>				
19000 · Capital Outlay	0	1,200	-1,200	-100%
19800 · Transfer-Admin Exp to Programs	27,402	0	27,402	100%
<b>Total Other Expense</b>	<u>27,402</u>	<u>1,200</u>	<u>26,202</u>	<u>2,184%</u>
<b>Net Other Income</b>	-27,402	49,423	-76,825	-155%
<b>Net Income</b>	<u><u>-700,260</u></u>	<u><u>56,439</u></u>	<u><u>-756,699</u></u>	<u><u>-1,341%</u></u>

**Port of Newport - General Operating Fund**  
**Profit & Loss Budget vs. Actual - Commercial Marina**  
 July 2019 through April 2020

	<u>Jul '19 - Apr 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	130,793	150,213	(19,420)	87%
14100 · Moorage	487,444	512,000	(24,556)	95%
14200 · Hoist Dock & Services	384,100	418,000	(33,900)	92%
14600 · Miscellaneous Revenue	18,993	0	18,993	100%
<b>Total Income</b>	<u>1,021,330</u>	<u>1,080,213</u>	<u>(58,883)</u>	<u>95%</u>
<b>Gross Profit</b>	1,021,330	1,080,213	(58,883)	95%
<b>Expense</b>				
15000 · Personnel Services	284,907	349,974	(65,067)	81%
16000 · Materials & Services	277,216	608,274	(331,058)	46%
16990 · Depreciation Expense	43,070	0	43,070	100%
17000 · Debt Service	817	7,915	(7,098)	10%
<b>Total Expense</b>	<u>606,010</u>	<u>966,163</u>	<u>(360,153)</u>	<u>63%</u>
<b>Net Ordinary Income</b>	415,319	114,050	301,269	364%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18300 · Grants	0	250,000	(250,000)	0%
<b>Total Other Income</b>	0	250,000	(250,000)	0%
<b>Other Expense</b>				
19000 · Capital Outlay	0	11,800	(11,800)	0%
19800 · Transfer-Admin Exp to Programs	407,232	0	407,232	100%
<b>Total Other Expense</b>	<u>407,232</u>	<u>11,800</u>	<u>395,432</u>	<u>3,451%</u>
<b>Net Other Income</b>	<u>(407,232)</u>	<u>238,200</u>	<u>(645,432)</u>	<u>(171)%</u>
<b>Net Income</b>	<u><u>8,087</u></u>	<u><u>352,250</u></u>	<u><u>(344,163)</u></u>	<u><u>2%</u></u>

**Port of Newport**  
**Profit & Loss Prev Year Comparison Commercial Marina**  
**July 2019 through April 2020**

	Jul '19 - Apr 20	Jul '18 - Apr 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	130,793	10,307	120,485	1,169%
14100 · Moorage	487,444	394,100	93,344	24%
14200 · Hoist Dock & Services	384,100	385,938	-1,838	-1%
14600 · Miscellaneous Revenue	18,993	4,818	14,175	294%
<b>Total Income</b>	<u>1,021,330</u>	<u>795,163</u>	<u>226,166</u>	<u>28%</u>
<b>Gross Profit</b>	1,021,330	795,163	226,166	28%
<b>Expense</b>				
15000 · Personnel Services	284,907	254,677	30,231	12%
16000 · Materials & Services	277,216	271,393	5,823	2%
16990 · Depreciation Expense	43,070	0	43,070	100%
17000 · Debt Service	817	9,494	-8,677	-91%
<b>Total Expense</b>	<u>606,010</u>	<u>535,563</u>	<u>70,447</u>	<u>13%</u>
<b>Net Ordinary Income</b>	415,319	259,600	155,719	60%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
19000 · Capital Outlay	0	12,981	-12,981	-100%
19800 · Transfer-Admin Exp to Programs	407,232	0	407,232	100%
<b>Total Other Expense</b>	<u>407,232</u>	<u>12,981</u>	<u>394,251</u>	<u>3,037%</u>
<b>Net Other Income</b>	-407,232	-12,981	-394,251	-3,037%
<b>Net Income</b>	<u><u>8,087</u></u>	<u><u>246,619</u></u>	<u><u>-238,532</u></u>	<u><u>-97%</u></u>



**Port of Newport - General Operating Fund**  
**Profit & Loss Budget vs. Actual - South Beach**  
 July 2019 through April 2020

	<u>Jul '19 - Apr 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	373,052	438,650	(65,598)	85%
14100 · Moorage	644,753	879,850	(235,097)	73%
14200 · Hoist Dock & Services	45,227	38,150	7,077	119%
14400 · RV Parks	784,971	1,080,000	(295,029)	73%
14500 · Launch Ramp & Trailer Storage	66,974	92,000	(25,026)	73%
14600 · Miscellaneous Revenue	50,172	78,000	(27,828)	64%
<b>Total Income</b>	<u>1,965,149</u>	<u>2,606,650</u>	<u>(641,501)</u>	<u>75%</u>
<b>Gross Profit</b>	1,965,149	2,606,650	(641,501)	75%
<b>Expense</b>				
15000 · Personnel Services	354,532	451,619	(97,087)	79%
16000 · Materials & Services	559,144	778,398	(219,254)	72%
16990 · Depreciation Expense	285,418	0	285,418	100%
16995 · Transfer- Admin Exp to Programs	0	0	0	0%
17000 · Debt Service	32,082	259,880	(227,798)	12%
<b>Total Expense</b>	<u>1,231,176</u>	<u>1,489,897</u>	<u>(258,721)</u>	<u>83%</u>
<b>Net Ordinary Income</b>	733,973	1,116,753	(382,780)	66%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18300 · Grants	10,000	1,800	8,200	556%
18600 · Gain/(Loss) on Sale of Assets	423			
18700 · Property & Dredge Sales	36,755	10,000	26,755	368%
<b>Total Other Income</b>	<u>47,178</u>	<u>11,800</u>	<u>35,378</u>	<u>400%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	13,637	367,500	(353,863)	4%
19800 · Transfer-Admin Exp to Programs	487,298	374,814	112,484	130%
<b>Total Other Expense</b>	<u>500,935</u>	<u>742,314</u>	<u>(241,379)</u>	<u>67%</u>
<b>Net Other Income</b>	<u>(453,757)</u>	<u>(730,514)</u>	<u>276,757</u>	<u>62%</u>
<b>Net Income</b>	<u><u>280,215</u></u>	<u><u>386,239</u></u>	<u><u>(106,024)</u></u>	<u><u>73%</u></u>

**Port of Newport**  
**P & L Prev Year Comparison South Beach**  
**July 2019 through April 2020**

	Jul '19 - Apr 20	Jul '18 - Apr 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	373,052	18,468	354,583	1,920%
14100 · Moorage	644,753	605,218	39,534	7%
14200 · Hoist Dock & Services	45,227	6,817	38,410	563%
14400 · RV Parks	784,971	801,112	-16,141	-2%
14500 · Launch Ramp & Trailer Storage	66,974	67,577	-603	-1%
14600 · Miscellaneous Revenue	50,172	63,796	-13,623	-21%
<b>Total Income</b>	1,965,149	1,562,989	402,160	26%
<b>Gross Profit</b>	1,965,149	1,562,989	402,160	26%
<b>Expense</b>				
15000 · Personnel Services	354,532	339,725	14,807	4%
16000 · Materials & Services	559,144	570,862	-11,718	-2%
16990 · Depreciation Expense	285,418	0	285,418	100%
17000 · Debt Service	32,082	214,333	-182,251	-85%
<b>Total Expense</b>	1,231,176	1,124,919	106,257	10%
<b>Net Ordinary Income</b>	733,973	438,069	295,903	68%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18300 · Grants	10,000	1,800	8,200	456%
18600 · Gain/(Loss) on Sale of Assets	423	-8,374	8,797	105%
18700 · Property & Dredge Sales	36,755	4,056	32,698	806%
<b>Total Other Income</b>	47,178	-2,518	49,695	1,974%
<b>Other Expense</b>				
19000 · Capital Outlay	13,637	10,918	2,719	25%
19800 · Transfer-Admin Exp to Programs	487,298	0	487,298	100%
<b>Total Other Expense</b>	500,935	10,918	490,017	4,488%
<b>Net Other Income</b>	-453,757	-13,436	-440,322	-3,277%
<b>Net Income</b>	<b>280,215</b>	<b>424,634</b>	<b>-144,418</b>	<b>-34%</b>

**Port of Newport - NOAA Fund**  
**Balance Sheet**  
As of April 30, 2020

	Apr 30, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
11000 · Cash & Equivalents	5,723,738
Total Checking/Savings	5,723,738
Other Current Assets	
11300 · Prepaid Expenses	97,795
11400 · Due from Other Funds	434
11480 · PERS - NPA(L)	(42,919)
11485 · PERS - Deferred OF	17,086
Total Other Current Assets	72,396
Total Current Assets	5,796,134
Fixed Assets	
11500 · Capital Assets	24,284,396
Total Fixed Assets	24,284,396
<b>TOTAL ASSETS</b>	<b>30,080,530</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
12000 · Accounts Payable	495
Total Accounts Payable	495
Other Current Liabilities	
12110 · Accrued PTO	9,029
12200 · Due to Other Funds	7,188
12300 · Accrued Interest Payable	429,587
12350 · Current Portion-Long Term Debt	995,000
Total Other Current Liabilities	1,440,804
Total Current Liabilities	1,441,299
Long Term Liabilities	
12400 · Long Term Debt	16,665,157
12800 · Less Current Portion-LT Debt	(995,000)
12900 · PERS - Deferred IF	7,771
Total Long Term Liabilities	15,677,928
Total Liabilities	17,119,227
Equity	
13000 · Fund Balance	(16,547,089)
13005 · FB-Restricted - Bond Reserves	1,761,721
13015 · FB-Committed - NOAA Cap Reserve	2,209,445
13075 · FB - Prior Period Adj	(9,776)
13300 · FB - Equity Transfers	25,585,916
Net Income	(38,914)
Total Equity	12,961,304
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>30,080,530</b>

**Port of Newport - NOAA Fund**  
**Profit & Loss Budget vs. Actual**  
July 2019 through April 2020

	<u>Jul '19 - Apr 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	2,111,175	2,545,000	(433,825)	83%
<b>Total Income</b>	<u>2,111,175</u>	<u>2,545,000</u>	<u>(433,825)</u>	<u>83%</u>
<b>Expense</b>				
15000 · Personnel Services	73,784	90,495	(16,711)	82%
16000 · Materials & Services	267,773	365,400	(97,627)	73%
16990 · Depreciation Expense	1,304,640	0	1,304,640	100%
17000 · Debt Service	574,093	2,001,500	(1,427,407)	29%
<b>Total Expense</b>	<u>2,220,290</u>	<u>2,457,395</u>	<u>(237,105)</u>	<u>90%</u>
<b>Net Ordinary Income</b>	(109,115)	87,605	(196,720)	(125)%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Interest Income	70,437	100,000	(29,563)	70%
18800 · Miscellaneous - Non-operating	1,808	1,000	808	181%
<b>Total Other Income</b>	<u>72,245</u>	<u>101,000</u>	<u>(28,755)</u>	<u>72%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	0	100,000	(100,000)	0%
19700 · Transfers Out to Other Funds	0	0	0	0%
19800 · Transfer-Admin Exp to Programs	2,044	0	2,044	100%
<b>Total Other Expense</b>	<u>2,044</u>	<u>100,000</u>	<u>(97,956)</u>	<u>2%</u>
<b>Net Other Income</b>	<u>70,201</u>	<u>1,000</u>	<u>69,201</u>	<u>7,020%</u>
<b>Net Income</b>	<u><b>(38,914)</b></u>	<u><b>88,605</b></u>	<u><b>(127,519)</b></u>	<u><b>(44)%</b></u>

# Port of Newport - Bonded Debt Fund

## Balance Sheet

As of April 30, 2020

	Apr 30, 20	Apr 30, 19	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
400 · Bonded Debt Fund	172,624	257,586	(84,962)
<b>Total Checking/Savings</b>	172,624	257,586	(84,962)
<b>Other Current Assets</b>			
11270 · Property Tax Receivable	86,925	86,925	0
11400 · Due from Other Funds	4,858	0	4,858
<b>Total Other Current Assets</b>	91,784	86,925	4,858
<b>Total Current Assets</b>	264,408	344,511	(80,103)
<b>Other Assets</b>			
11800 · Bond Issue costs, net of amort.	2,916	2,916	0
11825 · Advance Refunding Valuation	416,150	416,150	0
<b>Total Other Assets</b>	419,066	419,066	0
<b>TOTAL ASSETS</b>	<b>683,474</b>	<b>763,577</b>	<b>(80,103)</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Other Current Liabilities</b>			
12350 · Bonds Payable - Current	350,000	340,000	10,000
<b>Total Other Current Liabilities</b>	350,000	340,000	10,000
<b>Total Current Liabilities</b>	350,000	340,000	10,000
<b>Long Term Liabilities</b>			
12515 · 2011 Series Bonds	4,948,669	5,018,669	(70,000)
12520 · 2016 Series Bonds	7,043,195	7,313,195	(270,000)
12590 · Bond Premiums	796,865	796,865	0
12800 · Less Current Portion LTD	(350,000)	(340,000)	(10,000)
12920 · Deferred IF - Refund Valuation	20,808	20,808	0
<b>Total Long Term Liabilities</b>	12,459,537	12,809,537	(350,000)
<b>Total Liabilities</b>	12,809,537	13,149,537	(340,000)
<b>Equity</b>			
13000 · Fund Balance	(12,290,511)	(12,314,927)	24,417
13600 · FB - Discount/Premium	0	48,746	(48,746)
13800 · Adv. Refunding - Amortization	0	(20,808)	20,808
Net Income	164,447	(98,971)	263,418
<b>Total Equity</b>	(12,126,063)	(12,385,960)	259,897
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>683,474</b>	<b>763,577</b>	<b>(80,103)</b>

**Port of Newport - Bonded Debt Fund**

**Profit & Loss Budget vs. Actual**

July 2019 through April 2020

	<u>Jul '19 - Apr 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
18100 · Bond Levy Proceeds	758,817	832,500	(73,683)	91%
18190 · Proceeds from Bond Refinance	6,014	0	6,014	100%
<b>Total Income</b>	<u>764,832</u>	<u>832,500</u>	<u>(67,668)</u>	<u>92%</u>
<b>Gross Profit</b>	764,832	832,500	(67,668)	92%
<b>Expense</b>				
17000 · Debt Service	602,506	881,000	(278,495)	68%
<b>Total Expense</b>	<u>602,506</u>	<u>881,000</u>	<u>(278,495)</u>	<u>68%</u>
<b>Net Ordinary Income</b>	162,326	(48,500)	210,826	(335)%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Bank Interest Income	2,121	6,500	(4,379)	33%
<b>Total Other Income</b>	<u>2,121</u>	<u>6,500</u>	<u>(4,379)</u>	<u>33%</u>
<b>Net Other Income</b>	2,121	6,500	(4,379)	33%
<b>Net Income</b>	<u><u>164,447</u></u>	<u><u>(42,000)</u></u>	<u><u>206,447</u></u>	<u><u>(392)%</u></u>

**Port of Newport - Construction Fund**

**Balance Sheet**

As of April 30, 2020

	<u>Apr 30, 20</u>	<u>Apr 30, 19</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
11000 · Cash & Cash Equivalents	13,570	31,139	(17,570)
<b>Total Checking/Savings</b>	<u>13,570</u>	<u>31,139</u>	<u>(17,570)</u>
<b>Total Current Assets</b>	<u>13,570</u>	<u>31,139</u>	<u>(17,570)</u>
<b>TOTAL ASSETS</b>	<b><u>13,570</u></b>	<b><u>31,139</u></b>	<b><u>(17,570)</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Other Current Liabilities</b>			
12200 · Due To Other funds	500	0	500
<b>Total Other Current Liabilities</b>	<u>500</u>	<u>0</u>	<u>500</u>
<b>Total Current Liabilities</b>	<u>500</u>	<u>0</u>	<u>500</u>
<b>Total Liabilities</b>	500	0	500
<b>Equity</b>			
13000 · Fund Balance	30,337	41,932	(11,595)
Net Income	<u>(17,267)</u>	<u>(10,793)</u>	<u>(6,474)</u>
<b>Total Equity</b>	<u>13,070</u>	<u>31,139</u>	<u>(18,070)</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>13,570</u></b>	<b><u>31,139</u></b>	<b><u>(17,570)</u></b>

## Port of Newport - Construction Fund

### Profit & Loss Budget vs. Actual

July 2019 through April 2020

	Jul '19 - Apr 20	Budget	\$ Over Budget	% of Budget
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Interest Income	16	30	(14)	52%
18300 · Grants	0	1,200,000	(1,200,000)	0%
18900 · Transfers In from Other Funds				
18902 · Transfers In from General Fund	0	844,970	(844,970)	0%
<b>Total 18900 · Transfers In from Other Funds</b>	<u>0</u>	<u>844,970</u>	<u>(844,970)</u>	<u>0%</u>
<b>Total Other Income</b>	16	2,045,000	(2,044,984)	0%
<b>Other Expense</b>				
19000 · Capital Outlay				
19303 · PD5 Pier Construction	15,878	2,410,000	(2,394,122)	1%
19440 · Licenses, Permits & Fees	435	0	435	100%
19480 · Terminal WIP				
19484 · Terminal WIP Const & Management	970	0	970	100%
<b>Total 19480 · Terminal WIP</b>	<u>970</u>	<u>0</u>	<u>970</u>	<u>100%</u>
<b>Total 19000 · Capital Outlay</b>	17,283	2,410,000	(2,392,717)	1%
19600 · Contingency	0	10,000	(10,000)	0%
<b>Total Other Expense</b>	<u>17,283</u>	<u>2,420,000</u>	<u>(2,402,717)</u>	<u>1%</u>
<b>Net Other Income</b>	<u>(17,267)</u>	<u>(375,000)</u>	<u>357,733</u>	<u>5%</u>
<b>Net Income</b>	<u><u>(17,267)</u></u>	<u><u>(375,000)</u></u>	<u><u>357,733</u></u>	<u><u>5%</u></u>



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

**Balance Sheet**

As of April 30, 2020

	<u>Apr 30, 20</u>	<u>Apr 30, 19</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
11000 · Cash & Cash Equivalents	261,280	132,010	129,270
<b>Total Checking/Savings</b>	<u>261,280</u>	<u>132,010</u>	<u>129,270</u>
<b>Total Current Assets</b>	<u>261,280</u>	<u>132,010</u>	<u>129,270</u>
<b>TOTAL ASSETS</b>	<b><u>261,280</u></b>	<b><u>132,010</u></b>	<b><u>129,270</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
12000 · Accounts Payable	0	121,286	(121,286)
<b>Total Accounts Payable</b>	<u>0</u>	<u>121,286</u>	<u>(121,286)</u>
<b>Total Current Liabilities</b>	<u>0</u>	<u>121,286</u>	<u>(121,286)</u>
<b>Total Liabilities</b>	0	121,286	(121,286)
<b>Equity</b>			
13000 · Fund Balance	(67,820)	31,045	(98,865)
13020 · FB - Assigned for Future Expend	215,000	100,000	115,000
Net Income	114,100	(120,322)	234,421
<b>Total Equity</b>	<u>261,280</u>	<u>10,724</u>	<u>250,556</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>261,280</u></b>	<b><u>132,010</u></b>	<b><u>129,270</u></b>

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

**Profit & Loss Budget vs. Actual**

July 2019 through April 2020

	<u>Jul '19 - Apr 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18200 · Interest Income	1,890	2,700	(810)	70%
18900 · Transfers In				
18902 · Transfers In from General Fund	<u>130,200</u>	<u>204,800</u>	<u>(74,600)</u>	<u>64%</u>
<b>Total 18900 · Transfers In</b>	<u>130,200</u>	<u>204,800</u>	<u>(74,600)</u>	<u>64%</u>
<b>Total Other Income</b>	<u>132,090</u>	<u>207,500</u>	<u>(75,410)</u>	<u>64%</u>
<b>Other Expense</b>				
19000 · Capital Outlay				
19306 · PD5 & 7 Pile Replacement	0	120,000	(120,000)	0%
19309 · SB Boat Ramp Toe Repair	<u>17,990</u>	<u>0</u>	<u>17,990</u>	<u>100%</u>
<b>Total 19000 · Capital Outlay</b>	<u>17,990</u>	<u>120,000</u>	<u>(102,010)</u>	<u>15%</u>
<b>Total Other Expense</b>	<u>17,990</u>	<u>120,000</u>	<u>(102,010)</u>	<u>15%</u>
<b>Net Other Income</b>	<u>114,100</u>	<u>87,500</u>	<u>26,600</u>	<u>130%</u>
<b>Net Income</b>	<u><b>114,100</b></u>	<u><b>87,500</b></u>	<u><b>26,600</b></u>	<u><b>130%</b></u>



# Oregon

Kate Brown, Governor

## Department of State Lands

775 Summer Street NE, Suite 100

Salem, OR 97301-1279

(503) 986-5200

FAX (503) 378-4844

[www.oregon.gov/dsl](http://www.oregon.gov/dsl)

May 7, 2020

SN410\11720-ML  
PORT OF NEWPORT  
ATTN: AARON BRETZ  
600 BAY BLVD  
NEWPORT OR 97365

RE: Amendment to Waterway Lease 11720-ML

### State Land Board

Kate Brown  
Governor

Bev Clarno  
Secretary of State

Tobias Read  
State Treasurer

Dear Mr. Bretz:

In order to make expedite your amendment I have attached the amendment in order for you to print two copies for the state waterway lease 11720-ML. Please obtain the required signature on each and return all originals to my attention. Also included is the invoice for Lease year July 1, 2020 to June 30, 2021. You can pay online the link to our payment portal is included in the email or you may send us a check along with the signed original amendments to our office.

Once the signed amendment documents and payment has been received, the Southern Field Operations Manager will sign each copy and one original will be returned to you for your records.

The amendment will be effective July 1, 2020.

If you have any questions, please call me at 503-986-5291, or my assistant Sue Nelson, 503-986-5242. Thank you for your prompt attention to this matter.

Sincerely,

Dario Frisone  
Proprietary Coordinator  
Midwest Region  
Aquatic Resource Management

**STATE OF OREGON  
DEPARTMENT OF STATE LANDS**

Amendment to Waterway Lease  
11720-ML

Effective 7/1/2020, the following terms and conditions are modified in that certain lease between the STATE OF OREGON, acting by and through the Department of State Lands (STATE) and Port of Newport, (LESSEE), which is dated and signed on October 29, 2012. All terms of the lease not specifically changed by this modification remain unchanged and in full force.

**CURRENT LEASE**

**SECTION 2 – RENT; OTHER ASSESSMENTS**

2.1 Initial Annual Rent: The rental payment to be paid by Lessee to State (the “Rent”) is, based on the following Percentage of Gross.

	<b>Use Class</b>	<b>Area (square ft.)</b>	<b>Rate Choice</b>	<b>Annual Rent</b>
a)	Commercial Marina/Moorage	394,218 square feet	3% of gross income (minimum applies)	\$TBD
<b>TOTAL</b>				\$TBD

**SUCH CONDITIONS ARE HEREBY DELETED AND IN THEIR PLACE ARE SUBSTITUTED THE FOLLOWING CONDITIONS:**

**SECTION 2 – RENT; OTHER ASSESSMENTS**

2.1 Annual Rent: The rental payment to be paid by Lessee to State (the “Rent”) for the ninth year of the Lease is \$12,812.09, based on the following Flat Rate. Receipt of the ninth year’s Rent is hereby acknowledged.

	<b>Use Class</b>	<b>Area (square ft.)</b>	<b>Rate Choice</b>	<b>Annual Rent</b>
a)	Commercial Marina/Moorage	394,218 square feet	Flat Rate	\$12,812.09
<b>TOTAL</b>				\$12,812.09







**Oregon  
Department  
of State Lands**

**INVOICE**

Oregon Department of State Lands  
775 Summer Street NE, Suite 100  
Salem, OR 97301  
Federal EIN: 93-6001772  
Fax: 503-378-4844  
Phone: 503 986 5291  
Contact: Frisone Dario

Newport Port of 600 SE Bay Blvd Newport OR 97365	Invoice #: 22747 Invoice Date: May 7, 2020 Due Date: July 01, 2020 Account Type: Application Account ID: APP0011720 (ML10445)
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---- Current Charges ----

Date	Transaction	Fee No.	Amount
05/07/2020	Charge	670-1	\$12,812.09
Waterway lease fee, flat rate Comm'l Marina Moorage (7/1/2020 through 6/30/2021)			

**Total Current Charges: \$12,812.09**

Account Summary			
Prev. Balance	Current Charges	Payments	Balance Due
			\$12,812.09

You may pay online at:  
<https://apps.oregon.gov/DSL/EPS/>

You will need to enter your Last 5 Digits of Application Number (Account ID)

Tear off and return bottom portion with payment. Please do not send cash.

<b>Mail Payments to:</b> Oregon Dept. of State Lands 775 Summer Street NE Suite 100 Salem, OR 97301	Applicant: Newport Port of Account Type: Application Account ID: APP0011720 (ML10445) Invoice #: 22747 Invoice Date: May 7, 2020 Balance Due: \$12,812.09 Amount Paid: _____
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**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/06/2020</b>	<b>42008</b>	<b>Petty Cash</b>			
04/02/2020	Petty Cash - SB		Abby's Pizza - tip for delivery	Administration	9.97
			Barrelhead - hose	SB Operations	11.96
			Barrelhead - 3 rolls orange write-on tape	SB Operations	5.96
			Barrelhead - drinking fountain water feeder line	SB Operations	6.98
			Barrelhead - ss 3" eye bolts, sewer cap holders	SB Operations	5.29
			Barrelhead - door stop for office front door	SB Admin & Overhead	6.68
			Barrelhead - AAA batteries	SB Admin & Overhead	8.58
			Shower refund	SB Marina	1.50
			Soda machine refund	SB Admin & Overhead	1.75
			Launch refund	SB Marina	5.99
					<u>64.66</u>
<b>04/06/2020</b>	<b>42009</b>	<b>Rogue Brewery</b>			
04/03/2020	Hand Sanitizer		2 cases of hand sanitizer	Administration	115.20
					<u>115.20</u>
<b>04/16/2020</b>	<b>42010</b>	<b>Alsco</b>			
03/18/2020	LPOR2488298		Shop towels, shirt, and mats	Administration	34.54
03/25/2020	LPOR2491533		Shop towels, shirt, and mats	Administration	34.54
03/27/2020	LPOR2492511		SB mats	SB Admin & Overhead	72.06
04/01/2020	LPOR2493782		Shop towels, shirt, and mats	Administration	34.54
04/08/2020	LPOR2495826		Shop towels, shirt, and mats	Administration	34.54
04/10/2020	LPOR2496762		SB mats	SB Admin & Overhead	72.06
					<u>282.28</u>
<b>04/16/2020</b>	<b>42011</b>	<b>Alsea Bay Power Products</b>			
03/24/2020	308430		Push mower	SB Operations	279.95
			Oil	SB Operations	13.80
			Trimmer string	SB Operations	29.99
			Blade adapter bolt	SB Operations	2.69
03/26/2020	308612		Mower blades, blade adapters, and blade adapter bolts	SB Operations	47.94
					<u>374.37</u>



# Port of Newport

**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/16/2020</b>	<b>42012</b>	<b>Barrelhead Supply</b>			
03/01/2020	283954		Chain link fencing between Annex and Aquarium	SB Operations	1,800.00
			Freight	SB Operations	150.00
					<u>1,950.00</u>
<b>04/16/2020</b>	<b>42013</b>	<b>Beverly Coonse</b>			
03/31/2020	8258065		Refund RV - cancelled reservation due to COVID-19	Main RV Park	1,010.00
					<u>1,010.00</u>
<b>04/16/2020</b>	<b>42014</b>	<b>Bryan McElroy</b>			
04/13/2020	8297147		Refund RV - cancelled reservation due to COVID-19	Main RV Park	60.10
					<u>60.10</u>
<b>04/16/2020</b>	<b>42015</b>	<b>Business Oregon - IFA</b>	<b>Loan payment</b>		
04/01/2020	65541 05/20		Principal - Apr 2020	International Terminal	2,083.33
					<u>2,083.33</u>
<b>04/16/2020</b>	<b>42016</b>	<b>Cedar Creek Quarries</b>			
03/20/2020	0118088-IN		1"-0 crushed rock for roundabout sink hole temp fix	SB Operations	273.46
					<u>273.46</u>
<b>04/16/2020</b>	<b>42017</b>	<b>Century Link</b>			
04/05/2020	5412657758840B-04/20		Telephone	Administration	211.29
04/05/2020	5412659651245B-04/20		Telephone	International Terminal	195.81
					<u>407.10</u>
<b>04/16/2020</b>	<b>42018</b>	<b>CenturyLink - Business Service</b>			
03/31/2020	1489210377		Telephone	Administration	35.93
					<u>35.93</u>
<b>04/16/2020</b>	<b>42019</b>	<b>City of Newport Room Tax</b>			
03/31/2020	Mar 2020 Room Tax		Transient room tax - March 2020	Main RV Park	1,572.70
					<u>1,572.70</u>
<b>04/16/2020</b>	<b>42020</b>	<b>City of Newport Water/Sewer</b>			
03/31/2020	94861.00-03-20		Water for G and H Docks	SB Marina	136.84
03/31/2020	172421.00-03-20		Water and sewer for RV dump station	Main RV Park	63.38
					<u>200.22</u>



**Port of Newport**  
**Operating Fund**  
**April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/16/2020</b>	<b>42021</b>	<b>Coastal Paper &amp; Supply</b>			
03/24/2020	573360		Paper products and cleaning supplies	SB Operations	413.46
			Shipping	SB Operations	4.00
03/31/2020	573722		TP	International Terminal	125.86
			Freight	International Terminal	4.00
					547.32
<b>04/16/2020</b>	<b>42022</b>	<b>CoastCom By Wave</b>			
04/01/2020	121313501-0008065		Internet - Apr 2020	SB Admin & Overhead	1,036.04
			Internet - Apr 2020	Administration	500.00
					1,536.04
<b>04/16/2020</b>	<b>42023</b>	<b>Digital Deployment</b>			
04/14/2020	104592		Website monthly fee	Administration	450.00
					450.00
<b>04/16/2020</b>	<b>42024</b>	<b>Ecolube Recovery</b>			
04/02/2020	9865040220		Used oil recovery	SB Operations	171.00
					171.00
<b>04/16/2020</b>	<b>42025</b>	<b>Englund Marine Supply Co</b>			
03/24/2020	963570/6		Oil-absorbent pads	Commercial Marina	221.08
03/26/2020	963680/6		Quick disconnect for skiff engine	Commercial Marina	9.23
			Gloves	Commercial Marina	27.96
03/31/2020	963826/6		Paring knives, sheaths, and sharpener	Commercial Marina	125.23
			SS hardware for skiff cleat installation	Commercial Marina	12.84
					396.34
<b>04/16/2020</b>	<b>42026</b>	<b>Hyak</b>			
04/03/2020	20658		50% down payment on SB camera project	SB Operations	13,257.00
					13,257.00
<b>04/16/2020</b>	<b>42027</b>	<b>IconiPro Security Alarms</b>			
04/01/2020	31757		NIT fire and security monitoring	International Terminal	125.97
			FWT fire and security monitoring	NIT Leased Prop	125.97
					251.94

# Port of Newport



**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/16/2020</b>	<b>42028</b>	<b>Lincoln County Public Works</b>			
04/01/2020	6066		Fuel for trucks	Commercial Marina	63.75
			Fuel for trucks	SB Operations	178.89
			Fuel for trucks	Maintenance Dept	21.20
					263.84
<b>04/16/2020</b>	<b>42029</b>	<b>Lincoln Glass</b>			
04/08/2020	58366		Install sliding office window	Administration	598.48
04/08/2020	58367		Install double sliding office window in SB office	Administration	1,217.30
					1,815.78
<b>04/16/2020</b>	<b>42030</b>	<b>Lincoln Plumbing</b>			
04/01/2020	20188		Repair water line for Marina showers	SB Operations	832.15
					832.15
<b>04/16/2020</b>	<b>42031</b>	<b>MacPherson Gintner &amp; Diaz</b>			
03/31/2020	81280		Professional services	Administration	3,750.00
					3,750.00
<b>04/16/2020</b>	<b>42032</b>	<b>Maxim Crane Works LP</b>			
03/16/2020	1005323		Wind meter for crane	International Terminal	2,489.00
			Installation labor	International Terminal	1,400.00
					3,889.00
<b>04/16/2020</b>	<b>42033</b>	<b>National Business Solutions</b>			
03/31/2020	IN72898		Installation labor	Administration	693.00
			3 Dell OptiPlex PCs	SB Admin & Overhead	2,386.35
			1 Dell OptiPlex PC	SB Operations	795.45
			2 Dell OptiPlex PCs	Administration	1,590.90
			1 Dell OptiPlex PC	Commercial Marina	795.45
04/03/2020	IN72837		IT contract charge plus Symantec - 4/20	Administration	1,106.25
					7,367.40

# Port of Newport



**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/16/2020</b>	<b>42034</b>	<b>Newport News-Times</b>			
03/20/2020	348145		Harbor News newsletter production	Administration	950.00
03/20/2020	348146		Harbor News newsletter mailing	Administration	1,469.40
					2,419.40
<b>04/16/2020</b>	<b>42035</b>	<b>Newport Signs</b>			
03/05/2020	10262		Reflective number panels for RV park site posts	SB Operations	335.00
03/24/2020	10312		"SB Facilities Closed Due to Governor's Order #20-12" signs	SB Operations	300.00
03/26/2020	10315		"30-Day Rental Space" signs	SB Operations	160.00
04/13/2020	10334		7 COVID-19 signs	Commercial Marina	448.00
					1,243.00
<b>04/16/2020</b>	<b>42036</b>	<b>Orkin</b>			
03/26/2020	196123435		April pest control	Administration	45.00
					45.00
<b>04/16/2020</b>	<b>42037</b>	<b>Pacific Habitat Services</b>	<b>Swede's Dock emergency piling installation</b>		
03/25/2020	1-6917-01		App prep and coordination with agencies	Commercial Marina	2,158.50
					2,158.50
<b>04/16/2020</b>	<b>42038</b>	<b>Pioneer Connect</b>			
04/01/2020	Shop 0420		Telephone	SB Operations	40.79
04/01/2020	Office 0420		Telephone	SB Admin & Overhead	228.51
					269.30
<b>04/16/2020</b>	<b>42039</b>	<b>Platt Electric Supply</b>			
03/18/2020	0E44411		Adapter plates for docks	International Terminal	27.26
03/18/2020	0D43402		60 amp receptacles and adapter plates for docks	International Terminal	1,854.81
					1,882.07
<b>04/16/2020</b>	<b>42040</b>	<b>Quadient Finance USA</b>			
03/03/2020	March 2020		Postage	Administration	400.00
					400.00
<b>04/16/2020</b>	<b>42041</b>	<b>RentPrep Enterprise</b>			
04/01/2020	5678		Background checks	SB Admin & Overhead	74.75
					74.75

# Port of Newport



**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/16/2020</b>	<b>42042</b>	<b>Road &amp; Driveway Co</b>			
03/12/2020	0027534-IN		Lot sweeping	International Terminal	432.25
					<u>432.25</u>
<b>04/16/2020</b>	<b>42043</b>	<b>Rondys dba Yaquina Industrial Park</b>			
04/01/2020	Lease 0420		Gear storage lease	International Terminal	2,000.00
					<u>2,000.00</u>
<b>04/16/2020</b>	<b>42044</b>	<b>Smart Foodservice - Cash &amp; Carry</b>			
03/30/2020	16144		Bleach	International Terminal	37.76
03/30/2020	16157		Breakroom supplies	SB Operations	145.51
			Restroom and cleaning supplies	SB Operations	26.44
03/31/2020	16288		Coffee cups	International Terminal	13.80
					<u>223.51</u>
<b>04/16/2020</b>	<b>42045</b>	<b>Special Districts Insurance Services</b>			
03/04/2020	Gen Liab/Property Q2		Quarterly general liability/property insurance - Q2	N/A	54,927.35
			Quarterly general liability/property insurance - Q2	N/A	12,120.40
04/01/2020	May Health-Dental-Lf		Monthly health-dental-life insurance	Administration	5,219.13
			Monthly health-dental-life insurance	Commercial Marina	2,994.20
			Monthly health-dental-life insurance	SB Admin & Overhead	1,491.18
			Monthly health-dental-life insurance	SB Operations	3,727.95
			Monthly health-dental-life insurance	International Terminal	1,491.18
					<u>81,971.39</u>
<b>04/16/2020</b>	<b>42046</b>	<b>Staples</b>			
03/04/2020	2452514891		Restroom supplies	Administration	61.46
			Restroom supplies	Commercial Marina	61.46
			Office supplies	Administration	83.65
03/04/2020	2452517831		Meeting supplies	Administration	15.00
03/04/2020	2452597871		Office supplies	Administration	4.82
03/05/2020	2453446441		Meeting supplies	Administration	35.88
03/25/2020	2472084661		Cash handling bags	Administration	115.80
					<u>378.07</u>

# Port of Newport



**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/16/2020</b>	<b>42047</b>	<b>Suburban Propane</b>			
03/31/2020	131126		Propane	Commercial Marina	355.11
03/31/2020	160873		Propane	SB Operations	202.42
03/31/2020	160874		Propane	SB Operations	96.78
					654.31
<b>04/16/2020</b>	<b>42048</b>	<b>T &amp; L Septic Tank Service</b>			
02/26/2020	148636		Chemical toilet rental - Bay Front	Commercial Marina	260.00
02/26/2020	148637		Chemical toilet rental - Bay Front	Commercial Marina	200.00
02/26/2020	148638		Chemical toilet rental - SB South Restroom	SB Operations	80.00
02/26/2020	148639		Chemical toilet rental - Marina & RV Park	SB Operations	80.00
02/26/2020	148640		Chemical toilet rental - NIT	International Terminal	80.00
02/26/2020	148641		Chemical toilet rental - SB Dry Camp	SB Operations	80.00
					780.00
<b>04/16/2020</b>	<b>42049</b>	<b>TCB Security Services</b>			
03/28/2020	229065		Monthly security contract - SB Marina	SB Marina	2,055.87
			Monthly security contract - SB RV	Main RV Park	2,055.87
			Monthly security contract - CM	Commercial Marina	2,055.87
			Monthly security contract - NIT	International Terminal	1,088.39
					7,256.00
<b>04/16/2020</b>	<b>42050</b>	<b>Thompson's Sanitary Service</b>			
03/31/2020	13499 03-2020		Trash disposal	Commercial Marina	1,969.69
03/31/2020	12514 03-2020		Trash disposal	SB Admin & Overhead	1,570.90
03/31/2020	12058 03-2020		Trash disposal	International Terminal	875.33
					4,415.92
<b>04/16/2020</b>	<b>42051</b>	<b>Toyota Industries Commercial Finance</b>			
04/06/2020	4002723697-17		2017 CM forklift - Principal	Commercial Marina	588.15
			2017 CM forklift - Interest	Commercial Marina	71.40
					659.55



**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/16/2020</b>	<b>42052</b>	<b>VISA - A Bretz</b>			
04/08/2020	Newport Florist		04/03/2020 - Flowers for employee	Administration	58.00
04/08/2020	CC Fees		04/08/2020 - Late fee	Administration	17.50
					<u>75.50</u>
<b>04/16/2020</b>	<b>42053</b>	<b>VISA - P Miranda</b>			
04/08/2020	CC Fees		04/08/2020 - Late fee	Administration	17.50
					<u>17.50</u>
<b>04/16/2020</b>	<b>42054</b>	<b>Voya (State of Oregon Plan)</b>			
04/01/2020	Apr - 2020		Monthly employee contributions	Administration	50.00
					<u>50.00</u>
<b>04/16/2020</b>	<b>42055</b>	<b>Wells Fargo Financial Leasing</b>			
04/03/2020	5009875013		Copier lease - North office	Administration	141.50
			Copier lease - SB office	SB Admin & Overhead	141.50
					<u>283.00</u>
<b>04/24/2020</b>	<b>42056</b>	<b>John Cary</b>			
04/24/2020	ClaimPmt		Direct payment for damage to trailer	SB Operations	924.80
					<u>924.80</u>
<b>04/29/2020</b>	<b>42057</b>	<b>Alsco</b>			
04/22/2020	LPOR2500159		Shop towels, shirt, and mats	Administration	34.54
04/24/2020	LPOR2500847		SB mats	SB Admin & Overhead	72.06
					<u>106.60</u>
<b>04/29/2020</b>	<b>42058</b>	<b>Alsea Bay Power Products</b>			
04/15/2020	309849		Oil	SB Operations	41.40
			Trimmer heads and harness	SB Operations	108.95
					<u>150.35</u>



# Port of Newport



**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/29/2020</b>	<b>42059</b>	<b>Amazon Capital Services</b>			
04/07/2020	146Q-GG9K-1QK7		Kleenex	Administration	64.12
			Face masks - CM	Commercial Marina	147.36
			Face masks - SB Ops	SB Operations	147.36
			Face masks - NIT	International Terminal	98.24
			Face masks - Admin	Administration	49.12
			Face masks - SB Admin	SB Admin & Overhead	24.56
			Freight - CM	Commercial Marina	33.00
			Freight - SB Ops	SB Operations	33.00
			Freight - NIT	International Terminal	22.00
			Freight - Admin	Administration	11.00
			Freight - SB Admin	SB Admin & Overhead	5.50
04/14/2020	1MH3-6NQ6-KWNW		Tripp Lite battery backup	International Terminal	89.99
			Freight	International Terminal	10.41
04/18/2020	1VC3-XFYR-VFD4		Lawn mower belt and trimmer spring	Commercial Marina	23.48
04/21/2020	1QKQ-VKDX-313P		Pushbutton pendants for hoist	Commercial Marina	368.88
					1,128.02
<b>04/29/2020</b>	<b>42060</b>	<b>Business Oregon - IFA</b>	<b>Loan payment</b>		
04/24/2020	65541 06/20		Principal - May 2020	International Terminal	2,083.33
					2,083.33
<b>04/29/2020</b>	<b>42061</b>	<b>Business Oregon - OBDD</b>	<b>Loan Payment</b>		
04/16/2020	655-36-02Q1001 5-20		Principal - May 2020	International Terminal	5,359.06
			Interest - May 2020	International Terminal	2,440.94
					7,800.00
<b>04/29/2020</b>	<b>42062</b>	<b>Cedar Creek Quarries</b>			
04/17/2020	0118318-IN		1"-0 crushed rock for PD5 parking lot	Commercial Marina	112.24
					112.24



**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/29/2020</b>	<b>42063</b>	<b>Coastal Paper &amp; Supply</b>			
04/14/2020	574209		Paper products and cleaning supplies	SB Operations	446.62
			Shipping	SB Operations	4.00
					<u>450.62</u>
<b>04/29/2020</b>	<b>42064</b>	<b>Dahl &amp; Dahl</b>			
04/08/2020	251410		Take load of garbage to dump	Commercial Marina	139.44
04/16/2020	251886		Take load of yard debris to dump	SB Operations	47.01
04/21/2020	252160		Take load of yard debris to dump	SB Operations	155.89
04/21/2020	252201		Take load of yard debris to dump	SB Operations	162.44
04/22/2020	252215		Take load of yard debris to dump	SB Operations	162.44
					<u>667.22</u>
<b>04/29/2020</b>	<b>42065</b>	<b>Design Space</b>			
04/10/2020	1128681-IN		Temporary office rental	Administration	877.00
04/17/2020	1129280-IN		Customs office lease	Administration	217.00
					<u>1,094.00</u>
<b>04/29/2020</b>	<b>42066</b>	<b>Doug's Electric</b>	<b>Install electrical circuit - pay station camera system</b>		
04/16/2020	C35163F		Labor	SB Operations	317.25
			Materials	SB Operations	62.75
					<u>380.00</u>
<b>04/29/2020</b>	<b>42067</b>	<b>Englund Marine Supply Co</b>			
04/08/2020	103573/6		Hydraulic hoses for forklift	Commercial Marina	42.87
04/10/2020	964339/6		Lag bolts for dock repairs	Commercial Marina	16.08
04/22/2020	964879/6		Rain gear	SB Operations	163.78
04/24/2020	K64995/6		SS screws for restroom dispenser installation	Commercial Marina	13.70
			Twine	Commercial Marina	23.94
					<u>260.37</u>
<b>04/29/2020</b>	<b>42068</b>	<b>G &amp; K Floors</b>			
04/22/2020	050120		Janitorial services - SB	SB Admin & Overhead	1,880.00
			Janitorial services - Port office	Administration	200.00
					<u>2,080.00</u>



**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/29/2020</b>	<b>42069</b>	<b>GFOA</b>			
04/22/2020	2960625		Webinar - Managing Cash Flow in a Crisis	Administration	35.00
04/23/2020	2961398		Webinar - Managing Cash Flow in a Crisis	Administration	35.00
04/23/2020	2961399		Webinar - Developing an RFP for an ERP System	Administration	85.00
04/24/2020	0247295		Membership	Administration	150.00
					<u>305.00</u>
<b>04/29/2020</b>	<b>42070</b>	<b>Hyak</b>			
04/18/2020	20812		Web filtering	Administration	200.00
					<u>200.00</u>
<b>04/29/2020</b>	<b>42071</b>	<b>Employee</b>			
04/21/2020	04/20 Reimbursement		Employee reimbursement - coffee	Administration	29.99
					<u>29.99</u>
<b>04/29/2020</b>	<b>42072</b>	<b>NW Natural</b>			
04/16/2020	1584562-1 04-20		SB gas	Main RV Park	199.95
04/16/2020	1584561-3 04-20		SB gas for shop	SB Operations	142.29
					<u>342.24</u>
<b>04/29/2020</b>	<b>42073</b>	<b>Pioneer Printing</b>			
04/23/2020	72458		Case of Rite-in-the-Rain copy paper	SB Admin & Overhead	695.00
					<u>695.00</u>
<b>04/29/2020</b>	<b>42074</b>	<b>Smart Foodservice - Cash &amp; Carry</b>			
04/07/2020	24348		Water	Commercial Marina	62.32
					<u>62.32</u>
<b>04/29/2020</b>	<b>42075</b>	<b>Sunbelt Rentals</b>			
04/10/2020	99966130-0001		Forklift rentals for squid offload	NIT Product Offload	3,010.12
					<u>3,010.12</u>
<b>04/29/2020</b>	<b>42076</b>	<b>Toyota Lift NW</b>			
04/27/2020	14136083		Repair forklift positioner	Commercial Marina	1,919.74
					<u>1,919.74</u>



**Operating Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Class</b>	<b>Amount</b>
<b>04/29/2020</b>	<b>42077</b>	<b>Verizon Wireless</b>			
04/12/2020	9852424256		Monthly cell phone - Admin	Administration	68.17
			Monthly cell phone - CM	Commercial Marina	52.07
			Monthly cell phone - NIT	International Terminal	35.97
			Monthly cell phone - SB	SB Operations	64.84
			Monthly MiFi - SB Admin	SB Admin & Overhead	9.67
			Monthly cell phone plan - Admin	Administration	131.80
					<u>362.52</u>
<b>04/29/2020</b>	<b>42078</b>	<b>Western Title &amp; Escrow Co</b>			
04/19/2020	WT0188886		Title insurance for PD5 grant	Commercial Marina	500.00
					<u>500.00</u>
<b>04/28/2020</b>	<b>42079</b>	<b>Port of Newport</b>			
04/28/2020	Transfer Funds		Transfer funds to new FIB accounts	N/A	100.00
			Transfer funds to new FIB accounts	N/A	100.00
			Transfer funds to new FIB accounts	N/A	200.00
					<u>400.00</u>
				<b>Total</b>	<b>\$ 175,710.66</b>



**NOAA Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
<b>04/16/2020</b>	<b>13682</b>	<b>ACE Hardware</b>		
04/10/2020	2030/1		Garden hose, sprinklers, and outdoor cleaner	207.91
				<u>207.91</u>
<b>04/16/2020</b>	<b>13683</b>	<b>Cummins</b>		
03/27/2020	12-18602		Generator repair	956.59
				<u>956.59</u>
<b>04/16/2020</b>	<b>13684</b>	<b>Groth-Gates Heating &amp; Sheet Metal</b>		
04/02/2020	W11816		AC installation	2,921.00
				<u>2,921.00</u>
<b>04/16/2020</b>	<b>13685</b>	<b>Lincoln County Public Works</b>		
04/01/2020	6066		Gas for truck	14.93
				<u>14.93</u>
<b>04/16/2020</b>	<b>13686</b>	<b>Newport Rental Service</b>		
03/01/2020	110279		Aerial work platform rental	900.00
				<u>900.00</u>
<b>04/16/2020</b>	<b>13687</b>	<b>Pacific Habitat Services</b>	<b>NOAA Dock Anode Repair</b>	
03/25/2020	1-6898-03		Coordination with Corps and NMFS	375.00
				<u>375.00</u>
<b>04/16/2020</b>	<b>13688</b>	<b>Pioneer Connect</b>		
04/01/2020	April 2020		Telephone	239.10
				<u>239.10</u>
<b>04/16/2020</b>	<b>13689</b>	<b>Platt</b>		
03/25/2020	0G01355		CF lamps for restroom and 4' lamps and ballasts for office	240.01
03/25/2020	0G01563		Emergency ballasts for office	246.06
				<u>486.07</u>



**NOAA Fund  
April 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
<b>04/16/2020</b>	<b>13690</b>	<b>Road &amp; Driveway Co</b>		
03/27/2020	0027564-IN		Sweep pier and lot	123.50
				<u>123.50</u>
<b>04/16/2020</b>	<b>13691</b>	<b>Special Districts Insurance Services</b>		
04/01/2020	May Health-Dental-Lf		Monthly health-dental-life insurance	745.59
				<u>745.59</u>
<b>04/16/2020</b>	<b>13692</b>	<b>Thompsons Sanitary Service</b>		
03/31/2020	22644 03-2020		March service	472.70
				<u>472.70</u>
<b>04/29/2020</b>	<b>13693</b>	<b>Amazon Capital Services</b>		
04/07/2020	146Q-GG9K-1QK7		Face masks	24.56
			Freight	5.50
				<u>30.06</u>
<b>04/29/2020</b>	<b>13694</b>	<b>Pacific Habitat Services</b>		
04/24/2020	1-4549-72		Eelgrass monitoring - report preparation	612.75
				<u>612.75</u>
<b>04/29/2020</b>	<b>13695</b>	<b>Smart Foodservice - Cash &amp; Carry</b>		
04/13/2020	24704		Breakroom and cleaning supplies	94.16
				<u>94.16</u>
<b>04/29/2020</b>	<b>13696</b>	<b>Verizon Wireless</b>		
04/12/2020	9852424256		Phone charges and Mifi	96.55
				<u>96.55</u>
<b>04/29/2020</b>	<b>13697</b>	<b>Port of Newport</b>		
04/29/2020	CLPUD Transfer		CLPUD ACH coverage transfer	579.13
				<u>579.13</u>
				<u>579.13</u>
			<b>Total</b>	<b><u>\$ 8,855.04</u></b>

**PORT OF NEWPORT RESOLUTION NO. 2020-08  
A RESOLUTION SETTING RATES, FEES AND CHARGES**

**WHEREAS**, ORS 294.160 requires the governing body of a unit of local government to provide an opportunity for interested persons to comment on the enactment of any ordinance or resolution prescribing a new fee or a fee increase; and

**WHEREAS**, Port of Newport Facilities Code Sec. 1.2(f) requires the Commission to set moorage and other appropriate rates, fees and charges by the adoption of a "fee schedule" by resolution; and

**WHEREAS**, the Port Commission last adjusted rates, fees and charges via Resolution 2019-16 on September 24, 2019; and

**WHEREAS**, the Port is a single enterprise similar to a commercial entity; and

**WHEREAS**, the Port Commission intends that user fees should cover the costs of the Port; NOW THEREFORE,

**THE PORT OF NEWPORT BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:**

Unless otherwise noted, all Rates, Fees & Charges are effective July 1, 2020.

**SECTION 1. RATES & FEES.**

The attached document "Rates & Fees FY 2020-21" is incorporated herein by reference.

**SECTION 2. RETAIL SALES, GIFT CERTIFICATES, PROMOTIONS, SPONSORSHIPS, AND SUNDRIES.**

Commission delegates to the General Manager the ability to set prices.

**SECTION 3. DELEGATION OF RESPONSIBILITY.**

The Commission delegates to the General Manager the ability to adjust these rates on a temporary basis to better manage services at the Port. Any adjustments to these rates will be reported to the Commission at its next Regular Meeting.

**SECTION 4. ANNUAL REVIEW.**

The Commission, through assistance by Port staff, shall at least annually review and adopt a new Rate, Fees and Charges Resolution prior to the subsequent budget's adoption.

**SECTION 5. REPEALER.** All previous rates and/or rate resolutions are hereby repealed.

**APPROVED AND ADOPTED** by the Board of Commissioners this 26th day of May, 2020.

ATTEST:

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Jim Burke, Vice-President

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Walter Chuck, Secretary/Treasurer

**RATES  
AND  
FEES  
FY 2020-2021**



## Portwide Rates and Fees Effective July 1, 2020

	FY 2018-19	FY 2019-20	FY 2020-21
<b>SECTION 1 SERVICE RATES Effective July 1, 2020</b>			
<b>A. Forklift</b>			
1. Small. Toyotas. (equipment only)	\$68.75	\$13.75	\$14.30
1a. Labor for Small Forklift		\$58.80	\$61.15
<i>Forklift has a 1 hour minimum, billed at hourly rate</i>			
<i>If 2 or less pallets are loaded, Labor is billed in 15 minute increments, up to 30 minutes then hourly rate applies.</i>			
<i>If more than more than 2 pallets are loaded, Labor is billed in 1 hour increments</i>			
2. Large. All at International Terminal (IT). (per Hour)	\$88.00	\$95.80	\$95.80
<b>B. Hoist Docks. Tie up fee, per hour. Includes use of hoist.</b>			
1. one hour minimum, up to 3hr	\$41.00	\$43.05	\$44.77
2. after 3 hours	\$49.00	\$51.45	\$53.51
<b>C. Hoist Dock Cranes. In addition to hoist dock rate.</b>			
1. Large Capacity. Includes equipment and labor. Per Hour	\$44.00	\$105.00	\$109.20
2. Launch Sail Boats. Includes recovery, per launch	\$47.00	\$49.35	\$51.32
<b>D. Service Docks.</b>			
1. Swede's Dock. In addition to moorage. Per day, per linear foot (double transient rate)	\$1.04	\$1.20	\$1.25
<b>E. City Water city rate Plus Fee</b>			
	\$0.05	\$0.05	\$0.05
<b>F. Fuel Surcharge. International Terminal only. Per gallon</b>			
	\$0.03	\$0.03	\$0.04
<b>G. Electricity. Swede's Dock, Dock 1, and NIT. Per day charge. One day minimum</b>			
1. 208/220 v, single phase & 208 v three phase	\$16.75	\$17.59	\$18.29
2. 120v, NIT	\$7.25	\$7.61	\$7.91
3. PD 7 Service Dock, 110v pump	\$7.25	\$7.61	\$7.91
4. PD 7 Yard Charge, trucks	\$12.75	\$12.75	\$13.26
<b>H. Hydraulic Crane. Includes equipment and labor. 30 ton capacity, per hour</b>			
1 hour minimum	\$146.00	\$214.80	\$223.39
<b>Pump/Line Service. Includes one Port employee only. Additional staff required will be billed at the established hourly labor rate. Per hour</b>			
	\$65.00	\$68.25	\$70.98
<b>I. Personnel Lift. In addition to labor rate</b>			
	cost + 5%	cost + 5%	cost + 5%
<b>J. Pump/Line Service. Includes one Port employee only. Additional staff required will be billed at the established hourly labor rate. Per hour</b>			
	\$68.25	\$68.25	\$70.98
<b>K. Storage.</b>			

## Portwide Rates and Fees

	FY 2018-19	FY 2019-20	FY 2020-21
1. Outside Lot Storage. Any Port of Newport lot except Newport International Terminal, Per Sq Ft Daily Rate			
a. Per square foot, monthly charge	\$0.24	\$0.25	\$0.26
b. Minimum monthly charge	\$24.00	\$25.20	\$25.70
c. Boat trailer only, per night	\$2.65	\$2.78	\$2.84
d. Boat on trailer, per night, 10 days limit	\$8.50	\$8.93	\$9.11
2. Emergency Storage Fee. Per day billed as guest. For vehicles, boats or trailers prior to being co 1st day free. Each additional day	\$30.00	\$31.50	\$32.13
3. NIT Lot Storage			
a. Per Square foot, monthly Charge		\$0.31	\$0.32
b. Minimum monthly Charges		\$31.00	\$31.62
4. Charge for improper use of parking lot (i.e. boat repair), per day	\$24.00	\$25.20	\$26.21
L. Net & Gear Maintenance. Boat crew is responsible for clean-up. If Port Employees are required to clean up area, the boat account will be billed at the established hourly labor rate.			
1. Commercial Marina, per day	\$21.00	\$22.05	\$22.49
2. Terminal Lot, per day. (7 calendar days max)	\$24.72	\$25.00	\$25.50
3. Recreational Marina	\$21.00	\$22.05	\$22.49
M. Work Barge. Includes equipment and labor.			
1. Work Boat, per hour	\$138.00	\$203.70	\$211.85
2. Wood Barge, per day (work boat extra)	\$26.00	\$86.10	\$89.54
3. Skiff, per hour	\$14.50	\$74.03	\$76.99
N. Clean-up. Fees will be charged for each man-hour at the established labor rate.			
1. Oil Spills, per hour (HAZWOPER trained staff)	\$102.00	\$107.10	\$111.38
O. Disposal Fees.			
1. Just Oil, per gallon	\$0.52	\$0.55	\$0.57
2. Oil-Water Mix, per gallon	\$1.05	\$1.10	\$1.14
3. Net Disposal and/or Related Gear, per pound	\$0.19	\$0.20	\$0.21
4. Garbage, per pound	\$0.16	\$0.17	\$0.18
P. Port Labor. Includes all staff and fully burdened. Per hour, one hour minimum, in 15 minute increments.			
1. Regular Hours	\$56.00	\$58.80	\$61.15
2. Overtime. Any services required outside the established work	\$84.00	\$88.20	\$91.73
3. Emergency Call-out. Any services requiring a port employee n	\$106.00	\$111.30	\$115.75
Q. Pallet Charge. Any Port owned pallet leaving yard, each	\$6.50	\$6.83	\$7.10

## Portwide Rates and Fees

	FY 2018-19	FY 2019 -20	FY 2020-21
R. Dredge Spoils. Includes state fees; may be waived for other public agencies per Cubic Yard	\$2.65	\$2.90	\$3.02
S. Keys/Cards.			
1. South Beach Facilities. Cards			
a. First card (and/or Original)	free	free	free
b. Replacement/additional		\$6.83	\$7.10
1. Bay Front Facilities. Keys.			
a. Original (1st one)	\$18.00	\$18.90	\$19.66
b. Replacement/additional	\$32.00	\$33.60	\$34.94
T. Truck Toll. Vehicles with a Commercial Motor Vehicle Classification of Class 6 Or higher (GVWR of 19,501 lbs or above), per axle		\$7.00	\$7.28

**Section 2. Commercial Marina (Bay Front) Charges. (Port Docks 1, 3, 5 and 7). Rates Effective July 1,2020**

	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>
<b>A. Moorage Per Foot</b>			
<b>Transient (Daily)</b>	\$0.52	\$0.60	\$0.66
<b>Monthly</b>	\$9.50	\$10.93	\$11.88
<i>Semi Annual</i>	\$35.00	\$38.50	\$43.56
<i>Annual</i>	\$46.00	\$50.60	\$58.08
<i>Weekly</i>	\$5.00		
<b>B. Parking Permits Commercial Fisherman Only, paid in advance (annual April 1 - March 31)</b>	\$23.00	\$24.15	\$25.12

**Section 3. International Terminal Charges. International Terminal Tariff No. 1  
adopted via Res. No. 2014-03 on May 22, 2014. Updated effective July 1, 2020**

	FY 2018-19	FY 2019-20	FY 2020-21
<b>A. Port Security Fee. (§I.13). Per day</b>	\$895.00	\$895.00	\$930.80
<b>B. Materials &amp; Supplies. (§I.31) ( cost plus)</b>	\$0.25	25%	25%
<b>C. Dockage Charges. (§III.13). Rate per day, by length.</b>			
1. 000.00 – 351.05 ft	\$1,627.00	\$1,708.35	\$1,776.68
2. 351.05 – 371.02 ft	\$1,792.00	\$1,881.60	\$1,956.86
3. 371.02 – 400.26 ft	\$1,981.00	\$2,080.05	\$2,163.25
4. 400.26 – 426.51 ft	\$2,203.00	\$2,313.15	\$2,405.68
5. 426.51 – 449.48 ft	\$2,373.00	\$2,491.65	\$2,591.32
6. 449.48 – 475.72 f	\$2,604.00	\$2,734.20	\$2,843.57
7. 475.72 – 498.69 ft	\$2,960.00	\$3,108.00	\$3,232.32
8. 498.69 – 524.93 ft	\$3,527.00	\$3,703.35	\$3,851.48
9. 524.93 – 551.18 ft	\$3,639.00	\$3,820.95	\$3,973.79
10. 551.18 – 574.15 ft	\$3,822.00	\$4,013.10	\$4,173.62
11. 574.15 – 600.39 ft	\$4,373.00	\$4,591.65	\$4,775.32
12. 600.39 – 626.64 ft	\$5,092.00	\$5,346.60	\$5,560.46
13. 626.64 – 649.99 ft	\$5,787.00	\$6,076.35	\$6,319.40
14. Above 650 ft., added on top of above rate, per ft	\$8.90	\$9.35	\$9.72
15. Exceptions for certain vessels. (§II.14), per ft. per day	\$0.80	\$1.35	\$1.40
<b>D. Service and Facility Charges. (§III.2). Per 1000 board feet, unless noted</b>			
1. Logs. Scribner scale, ex dock	\$7.75	\$8.14	\$8.46
2. Cants.	\$6.00	\$6.30	\$6.55
3. Lumber. Packaged rough.	\$5.22	\$5.48	\$5.70
4. Lumber. Packaged surfaced	\$4.63	\$4.86	\$5.06
5. Plywood, Veneer, corestock & hardboard, /1000 kilos	\$5.87	\$6.16	\$6.41
6. Pulp, Linerboard, bales or rolls, 2000 kilos	\$3.49	\$3.66	\$3.81
7. Other commodities, per metric ton or 1000 bf	\$6.83	\$7.17	\$7.46
8. Other commodities, per cubic meter	\$5.69	\$5.97	\$6.21
<b>E. Wharfage Assessment. (§III.6). Minimum charge for any single bill of lading</b>	\$10.00	\$10.50	\$10.92
<b>F. Wharf Charges. (§III.7). Per 1000 board feet, unless noted. In addition to Service and Facility Charges.</b>			
Logs. Scribner scale, ex dock	\$9.50	\$9.98	\$10.37
Cants	\$6.00	\$6.30	\$6.55
Lumber. Packaged rough	\$4.55	\$4.78	\$4.97
Lumber. Packaged surfaced	\$4.03	\$4.23	\$4.40
Plywood, Veneer, corestock and hardboard, per 1000 kilos	\$3.96	\$4.16	\$4.32
Pulp, Linerboard, bales or rolls	\$2.72	\$2.86	\$2.97
Other commodities, per 1000 kilos	\$5.57	\$5.85	\$6.08
Other commodities, per cubic meter	\$4.57	\$4.80	\$4.99
<b>G. Cargo Staging Area. (§IV.2). Base rent for surge area.</b>			
1. per week, seven days	\$2,000.00	\$2,100.00	\$2,184.00

**Section 3. International Terminal Charges. International Terminal Tariff No. 1 adopted via Res. No. 2014-03 on May 22, 2014. Updated effective July 1, 2020**

	FY 2018-19	FY 2019 -20	FY 2020-21
2. per day, less than seven days	\$300.00	\$315.00	\$327.60
<b>H. Line Service. (§V.3). Labor will be charged at the rates set out in the current</b>			
<b>ILWU/PMA West Coast Contract. Rate schedule per day</b>			
1. 2 men	\$520-\$656	\$520-\$656	\$520-\$656
2. 4 men	\$1,061-\$1,317	\$1,061-\$1,317	\$1,061-\$1,317
3. 6 men	1,575-\$1,973	1,575-\$1,973	1,575-\$1,973
4. 8 men	\$2,153-\$2,631	\$2,153-\$2,631	\$2,153-\$2,631

**Section 4. Recreational Marina (South Beach) & RV Parks Charges. Rates effective July 1, 2020**

	FY 2018-19	FY 2019-20	FY 2020-21
<b>A. Moorage Rates Per linear foot. Charge based on boat length or slip length, whichever is greater.</b>			
<b>Charge at F-Dock based on boat length.</b>			
Daily	\$0.80	\$0.84	\$0.87
Weekly	\$5.00	\$5.25	\$5.46
Monthly	\$12.00	\$12.60	\$16.25
SemiAnnual	\$40.00	\$42.00	\$51.00
Annual	\$60.00	\$63.00	\$80.00
Cancellation Fee – Semi-Annual or Annual Moorage			
30 days or more before check-in date	\$53.00	\$55.65	\$57.88
Less than 30 days before check-in, or early check-out	\$105.00	\$110.25	\$114.66
Live aboard Per Person, requires written contract (monthly)	\$80.00	\$84.00	\$87.36
Live aboard Electrical Surcharge (per month)	\$0.00	\$0.00	\$35.00
<b>B. South Beach Charter Rates.</b>			
Annual Moorage, per linear foot (PONFC)	\$50.00	\$52.50	\$71.00
Charter License	\$350.00	\$367.50	\$382.20
<b>C. Dock Box.</b>			
1. Purchase (at cost) Purchase	\$375.00	\$393.75	\$409.50
<b>D. Service Fee Reimbursement. For electric pedestal amperage overloads</b>			
	\$100.00	\$105.00	\$109.20
<b>E. Electrical Upgrade. From 20 to 30 amp. One time</b>			
	\$75.00	\$105.00	\$109.20
<b>F. Line Replacement. Per foot, per time</b>			
	\$1.50	\$1.58	\$1.64
<b>G. Launch Fee</b>			
<b>1. Daily</b>			
	\$6.00	\$6.00	\$6.24
<b>2. Annual</b>			
a. Resident	\$70.00	\$73.50	\$76.44
b. Resident Senior	\$50.00	\$50.00	\$52.00
c. Non-resident	\$100.00	\$105.00	\$109.20
d. Non-resident Senior (60+)	85	\$89.25	92.82
e. Military Veterans, Disabled, Retired or Active Duty; with ID proof	50	\$50.00	52
<b>H. Parking</b>			
a. Daily			\$3.00
b. Annual (for Annual permit Holders)			\$45.00

<b>RV Park Rates</b>			
<b>A. High Traffic Surcharge. Per night (2 night min.) Added to all RV Park stays in Marina RV Park, RV Park Annex, and Dry Campin</b>			
1. Memorial Day, Labor Day, 4 <sup>th</sup> of July	20	\$20.00	\$20.00
2. Seafood & Wine Festival	\$50.00	\$50.00	\$50.00
3. Seafood & Wine Festival, Dry Camping	\$20.00	\$20.00	\$20.00
3. Other Special Events	varies	varies	
<b>All Marina Park Sites</b>			
<b>Peak Season (Summer), May 1 – October 31</b>			
<b>Main Park</b>			
<b>a. Daily</b>			
i. Regular	\$50.00	\$60.00	\$62.40
ii. Good Sam	\$45.00	\$54.00	\$56.16
<b>b. Weekly</b>			
i. Regular			
ii. Good Sam			
<b>c. Monthly</b>			
	\$900.00	\$950.00	\$988.00
<b>The Annex</b>			
<b>a. Daily</b>			
	\$38.00	\$44.00	\$45.76
<b>b. Weekly</b>			
	\$750.00	\$820.00	\$852.80
<b>c. Monthly</b>			
	\$27.00	\$27.00	\$28.08
<b>Dry Camping, daily</b>			

**Section 4. Recreational Marina (South Beach) & RV Parks Charges. Rates effective July 1, 2020**

	FY 2018-19	FY 2019-20	FY 2020-21
<b>All Marina Park Sites</b>			
<b>Off Season (Winter). November 1 – April 30. No discounts during Seafood</b>			
<b>Main Park</b>			
a. Daily			
i. Regular	\$43.00	\$54.00	\$56.16
ii. Good Sam	\$38.70	\$48.60	\$50.54
b. Weekly			
i. Regular			
ii. Good Sam			
c. Monthly	\$800.00	\$850.00	\$884.00
<b>The Annex</b>			
a. Daily	\$37.00	\$43.00	\$44.72
b. Weekly			
c. Monthly	\$750.00	\$800.00	\$832.00
<b>Dry Camping, daily</b>	\$25.00	\$25.00	\$26.00
<b>D. South Beach Meeting Room</b>			
Must be pre-arranged and authorized. Keys must be obtained and returned.			
1. Half Day	\$40.00	\$42.00	\$43.68
2. Full Day	\$100.00	\$105.00	\$109.20
<b>Pet Fee. Charged additionally.</b>			
Daily. First pet free; each additional	\$4.00	\$4.00	\$4.16
Weekly. First pet free; each additional			
Monthly. Charge per pet including first	\$11.00	\$11.00	\$11.44
<b>Individual Fee. First two people free; each additional person charged.</b>			
Daily	\$4.00	\$4.20	\$4.37
Weekly			
Monthly	\$42.00	\$44.10	\$45.86
<b>Vehicle Fee. Any combination of three axle pieces of equipment (i.e. trailer, Fifth wheel, truck/car, storage trailer.) Charged for fourth piece.</b>			
Daily	\$10.00	\$10.50	\$10.92
Weekly			
Monthly	\$50.00	\$52.50	\$54.60
<b>H. Reservation Deposit. Payable at booking. Deposit will be applied to actual</b>			
1. Daily and Weekly		first night's rate	
2. Monthly		first night's rate	
<b>Non-refundable Reservation Fee.</b>			
Before 72 hours			
72 hours and after			
<b>Daily or weekly reservation, except holiday or special event.</b>			
72 hours or more before check-in date	\$15.00	\$15.75	\$16.38
Less than 72 hours before check-in date		first night's rate	
<b>Daily or weekly reservation, holiday or special event.</b>			
14 days or more before check-in date	\$15.00	\$55.65	\$57.88
Fewer than 14 days before check-in date		first night's rate	
<b>Monthly reservations.</b>			
30 days or more before check-in date	\$53.00	\$55.65	\$57.88
Less than 30 days before check-in, or early check-out	\$105.00	\$110.25	\$114.66
<b>Service Fee Reimbursement. For electric pedestal amperage overloads.</b>			
First service call included in base rate. All other service reimbursements may be charged at actual cost to Port	\$100.00		
<b>Laundry</b>			



**Section 4. Recreational Marina (South Beach) & RV Parks Charges. Rates effective July 1, 2020**

	FY 2018-19	FY 2019-20	FY 2020-21
Washing Machines	\$2.00	\$2.50	\$2.50
Dryers (\$2.00 until new equipment installed, then \$2.50)		\$2.00	\$2.50
<b>Showers</b>			
1. Marina RV Park and Annex RV Sites	free		
2. Marina Slips & Dry Camping, per 5 minutes	\$1.50	\$1.50	\$1.50
<b>Service Fees. Rates become effective July 1, 2020. Port owned equipment to be operated by Port personnel.</b>			
<b>A. Storage.</b>			
1. Outside Lot Storage			
a. Boat trailer only, per night	\$2.65	\$2.78	\$2.84
b. Boat on trailer, per night, 10 days limit	\$8.50	8.93	\$9.11
2. Emergency Storage Fee. Per day billed as guest. For vehicles, boats or	\$30.00	\$31.50	\$32.13
<b>B. Clean up. Fees will be charged for each man-hour at the established labor rate.</b>			
Port Equipment Charges are extra.			
1. Oil Spills, per hour (HAZWHOPER tr	\$0.00	\$0.00	\$0.00
<b>C. Keys/Cards</b>			
1. South Beach Facilities Cards			
a. Original (1 <sup>st</sup> one)	free	free	free
b. Replacement/additional (each)	\$6.50		
<b>E. Dredge Spoils. Includes state fees; may be waived for other public agencies</b>			
Per cubic yard	\$2.65	\$2.90	\$3.02

**Section 5. Civil Penalties.** Penalties found in PONFC (Sec. 7.4(a)). Paid in full.  
Effective July 1, 2020.

	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>
<b>Class A Violation</b>			
0-14 days, per day	\$315.00	\$330.75	\$343.98
15-29 days, per day	\$630.00	\$661.50	\$687.96
30+ days, per day	\$1,050.00	\$1,102.50	\$1,146.60
<b>Class B Violation</b>			
0-14 days, per day	\$158.00	\$165.90	\$172.54
15-29 days, per day	\$315.00	\$330.75	\$343.98
30+ days, per day	\$525.00	\$551.25	\$573.30
<b>Class C Violation</b>			
0-14 days, per day	\$32.00	\$33.60	\$34.94
15-29 days, per day	\$63.00	\$66.15	\$68.80
30+ days, per day	\$105.00	\$110.25	\$114.66
<b>Class D Violation</b>			
0-14 days, per day	\$16.00	\$16.80	\$17.47
15-29 days, per day	\$32.00	\$33.60	\$34.94
30+ days, per day	\$53.00	\$55.65	\$57.88
<b>Parking Violation. Per event, both vehicles and trailers</b>			
0-10 days, paid within	\$42.00	\$44.10	\$45.86
11-20 days, paid within	\$89.00	\$93.45	\$97.19
21+ days	\$131.00	\$137.55	\$143.05

**Section 6. Administrative Fees. Staff may require payment or deposit in advance of service. (ORS 192.440(4)(a)). Effective July 1, 2020**

	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>
<b>Public Records Request Fee Schedule</b>			
Copies of Public Records, per page		\$0.53	\$0.55
Copies of Nonstandard documents		\$22.05	\$22.93
Copies of Sound Recordings (Each)		\$12.60	\$13.10
Port labor, charged at standard rate	\$56.00	\$58.80	\$61.15
<b>Faxes/Emailing. Per page.</b>			
Local	\$1.10	\$1.16	\$1.21
Long Distance	\$2.00	\$2.10	\$2.18
Incoming	\$1.50	\$1.58	\$1.64
Copies	\$0.30	\$0.32	\$0.33
<b>Long Distance Phone Calls</b>	\$2.50	\$2.63	\$2.74
<b>Lamination. Per page, letter size</b>	\$2.50	\$2.63	\$2.74
<b>Notice Posting. For non-payment of lease or moorage</b>	\$75.00	\$78.75	\$81.90
<b>Failure to Register. For research related to unregistered boats, Per hour, one hour minimum, in 15 minute increments. Charged at the established labor rate.</b>	\$40.00	\$52.50	\$54.60
<b>International Terminal Meeting Room. Must be pre-arranged and authorized.</b>			
1. Half day		\$42.00	\$43.68
2. Full day		\$84.00	\$87.36
Keys must be obtained and returned. Certain waivers			
<b>Returned Check Fee. Plus bank fees</b>		\$52.50	\$54.60
<b>Per Annum Interest Rate applied to past due accounts (All Marina's and Terminals)</b>		20%	21%
<b>Collection Agency Mark-up. Added to past due amount (ORS 697.105)</b>			
<b>POV Mileage Reimbursement Rate (IRS)</b>	Current	Current	
<b>Travel Reimbursement Rates follow current IRS per diem rates</b>	Current	Current	
<b>Impound Seizure Fee</b>			
Vessel	\$850.00	\$892.50	\$928.20
Car/Truck/Trailer	\$125.00	\$131.25	\$136.50
Towing	cost plus 10%		
<b>Process Fees. Any additional fees incurred by the Port as part of an eviction process.</b>			
Notice	\$75.00	\$78.75	\$81.90
FED Complaint	\$250.00	\$262.50	\$273.00
Court Hearing	\$200.00	\$210.00	\$218.40
Writ of Execution	\$160.00	\$168.00	\$174.72
<b>Special Use Permit Fee. GM has authority to adjust usage fee based upon non-profit status and other criteria</b>			
1. Application Fee	\$110.00	\$115.50	\$120.12
2. Usage Fee, Number of Participants, Attendees, Contestants and Volunteers at Event			
a. 1-200	\$420.00	\$441.00	\$458.64
b. 201-500	\$683.00	\$717.15	\$745.84

**Section 6. Administrative Fees.** Staff may require payment or deposit in advance of service. (ORS 192.440(4)(a)). Effective July 1, 2020

	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>
c. 501-1000	\$945.00	\$992.25	\$1,031.94
d. 1001-5000	\$1,470.00	\$1,543.50	\$1,605.24
e. 5001-10,000	\$1,995.00	\$2,094.75	\$2,178.54
f. 10,001-20,000	\$2,520.00	\$2,646.00	\$2,751.84
g. More than 20,000	\$5,250.00	\$5,512.20	\$5,732.69
3. Vendors, per each	\$50.00	\$52.50	\$54.60
4. Insurance Certificate Limits			
a. General Liability, per occurrence	General Liability, per occurrence		\$2MM
b. General Liability, in aggregate	General Liability, in aggregate		\$2MM
<b>Security</b>		Cost + 5 %	
<b>Background Check.</b>	\$40.00	\$42.00	\$43.68
<b>Credit Check</b>	\$40.00	\$42.00	\$43.68
<b>Notary Fees (OAR 160-100-0410). Acknowledgement, Affidavit/Jurat, Oath/Affirmation, Witness/Attest</b>		\$10.00	\$10.00
<b>Package Handling Fee. Per item.</b>			
1. Envelope		free	free
2. Package. 1 <sup>st</sup> one free. Fee for each additional package		\$5.25	\$5.46



## **GENERAL MANAGER MONTHLY REPORT**

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**DATE:** 05/22/20  
**PERIOD:** 04/24/20 – 05/22/20  
**TO:** Board of Commissioners  
**ISSUED BY:** Paula J. Miranda, General Manager

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### **OVERVIEW**

#### **Summary:**

During this past month good part of our time was taken by COVID related issues and the Budget. We continue monitoring the situation by having weekly meetings with the State Regional Solutions Team. We also had several meetings with stakeholders to discuss opening recreational facilities. That included ODFW, the County, Cities, Ports, State Parks, etc.

After giving the green line to open the County, the City decided to open lodging back on 05/23 and with ODFW setting the all depths Halibut Season for 05/21 we decided to open our boat ramp one week early to give everyone time to adjust to the changes and see if anything needed to be addressed. So far opening of the boat ramp and Halibut Season opening have ran pretty smoothly. We are also set to open our RV Park on Saturday 05/23. We should see a bit more increase in use at that time.

Again our financial impact has been minimal at about \$40K at this time. Some of which we are getting reimbursement from the State through an available program through FEMA. As you know, since we are unaware of future COVID impacts we have adjusted/reduce our revenues in our budget to reflect at least five percent in loss in revenues.

While other ports continue to being hit hard by the pandemic, the diversified portfolio of the Port of Newport certainly contribute for a more stable time for our port. Ports reliant primarily on recreation are the ones that have been hit the hardest.

#### **Permit No. 13743 for the Development of a Log Export Shipping Yard:**

Just a reminder that in the 180 days extension letter to the City we stated that: “Should no project become feasible for the use of this permit during that period that we terminate the permit at that time.” Unfortunately, that 180 days is again expiring this 05/25/20 and at this time we have no project, therefore I see no reason to seek for another extension without a reasonable explanation.

## **Request from the City of Newport Regarding Urban Renewal:**

On my last report I mentioned that the City was getting ready to set up some COVID-19 Small Business Assistance Grant Program related to funds paid into the Urban Renewal. The attached email from the City Manager talks about the approved process from the City. At this time it lists my name as the representative from the Port to attend to the Group. Please let me know if you rather have a commissioner be the representative.

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

- 04/30/20 - Meeting with the Regional Solutions Economic Recovery (Governor's Office)
- 04/30/20 - Commercial Fishing Users Group
- 05/01/20 - Parks/Boat Ramps Reopening Collaborative Effort Meeting led by Kaety Jacobson
- 05/06/20 - Parks/Boat Ramps Reopening Collaborative Effort Meeting led by Kaety Jacobson
- 05/06/20 - Vision 2040 Subset Group Meeting (Environmental)
- 05/07/20 - Meeting with the Regional Solutions Economic Recovery (Governor's Office)
- 05/07/20 - NW Oregon Outdoor Recreation Committee meeting
- 05/08/20 - Coffee with Kiera (Morgan) Radio Program
- 05/12/20 - First Budget Committee Meeting
- 05/13/20 - Vision 2040 Subset Group Meeting (Creating New Business and Jobs)
- 05/14/20 - NW Oregon Outdoor Recreation Committee meeting
- 05/15/20 - Parks/Boat Ramps Reopening Collaborative Effort Meeting led by Kaety Jacobson
- 05/15/20 - Meeting with the Regional Solutions Economic Recovery (Governor's Office)
- 05/15/20 - OCWCOG - Valley City/County Managers/Administrators
- 05/18/20 - Department Heads Meeting
- 05/19/20 - Kathy Kraken Radio Program
- 05/19/20 - Second Budget Meeting
- 05/21/20 - Oregon Public Ports Association
- 05/21/20 - NW Oregon Outdoor Recreation Committee meeting

All these meetings have been attended virtually, except for Kathy Kraken's radio program

## **Upcoming Schedule:**

- 05/26/20 - Vision 2040 Meeting
- 05/27/20 - YBEF
- 05/28/20 - Meeting with the Regional Solutions Economic Recovery (Governor's Office)
- 06/09/20 - Department Heads Meeting

- 06/09/20 - Oregon Public Ports Federal Coordinating Committee (New)
- 06/09/20 - Meeting
- 06/18/20 - Oregon Public Ports Association Meeting (OPPA)
- 06/18/20 - Vision 2040 Meeting

All these meetings are scheduled to be attended virtually

### **Permits and Licenses**

- CAST for Kids rescheduled to 8/28
- Western Display Fireworks Cancelled

## Paula Miranda

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**From:** Spencer Nebel <S.Nebel@NewportOregon.gov>  
**Sent:** Tuesday, May 19, 2020 10:21 AM  
**To:** Dean Sawyer; Dietmar Goebel; 'Kath@awhh.org'; 'Gray, Dr. Karen'; Paula Miranda; Judy Kuhl  
**Cc:** Derrick Tokos  
**Subject:** COVID-19 Related Small Business Assistance Grant Program

To the COVID-19 Small Business Assistance Grant Program Work Group:

On Monday May 18, the Newport Urban Renewal Authority authorized the release of accumulated interest to fund a COVID-19 Related Small Business Assistance Grant Program. Later that evening following a Public Hearing, Resolution No. 3885 was approved establishing the grant program. The resolutions provides that a work group be developed to advise the City Manager on the award of these grants. This group consist of major taxing entities impacted by the Urban Renewal and the Chamber of Commerce. I have asked the taxing entities to indicate who they would like to participate in this group. To date, I have heard from the following organizations with their designees. I need to hear from OCCC and Lincoln County for the remaining two positions.

City of Newport – Mayor Dean Sawyer  
City of Newport Urban Renewal Agency – Dietmar Goebel  
Lincoln County Government -  
Oregon Coast Community College -  
Lincoln County School District – Karen Gray  
Newport City Council Pacific Communities Health District - Kath Schonau  
Newport Chamber of Commerce – Judy Kuhl  
Port of Newport – Paula Miranda

The review group shall review the preliminary, prioritized list of grant awards and provide a recommendation to the City Manager, as to whether (a) they adhere to Exhibit B eligibility and prioritization requirements “as is” or with adjustments, (b) awards should be prorated and the amount of such proration, and (c) the available funding should be fully allocated or a portion reserved for a future round of grants. The work group shall summarize its recommendations in writing, including whether they represent the consensus of the group. The resolution authorizes the City Manager to distribute the funds. Since the group is advising the City Manager and the City Manager is empowered to distribute the funds, the review group is not a subject to public meeting requirements. A report will be provided to the City Council upon completion of the program.

A link to the City Council Agenda Item follows for your review of the COVID-19 Related Small Business Assistance Grant Program approved by the Council last night. It is anticipate that this group will meet during the first week of June to initiate the review of the grants recommendations. We will be setting a date later this week once we have the remaining appointments made to the review group. I have attached a link to the agenda for your review:

[https://www.newportoregon.gov/citygov/comm/cc/agenda/May\\_18\\_2020\\_Council.pdf](https://www.newportoregon.gov/citygov/comm/cc/agenda/May_18_2020_Council.pdf)

Please go to item 5.A. for additional background information.

Thank you for your wiliness to help out for this important task!

**Spencer R. Nebel**

City Manager  
City of Newport, Oregon 97365





## **FINANCE DEPARTMENT MONTHLY REPORT**

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**DATE:** May 26, 2020  
**PERIOD:** July 1, 2019 to April 30, 2020  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Mark Brown, Director of Finance and Business Services

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### **April 30, 2020 Financial Reports**

Financial reports as of April 30, 2020 are included in your packet, at the end of this report you will find a listing of those accounts with balances 90 days past due.

- We have completed the tenth (10<sup>th</sup>) month of the fiscal year, the year is 83% complete.
- Coronavirus RV Park impact:  
The current estimated impact to the RV Park and Marina through May 17, 2020 is approximately \$40,000. The Park continues to receive cancellations, though they have slowed significantly. I believe as the economy opens up, cancellations will continue to slow. On the bright side, the park continues to receive new reservations. An operations plan to open the RV park to short term visitors beginning on May 23 was submitted to the City of Newport on May 20.

### **First Interstate Bank**

Port staff are trained, funds are being transferred from OCB, we have already transferred money using ACH (for Full Faith and Credit bonds) and the project is considered complete.

### **Statement of Cash flows**

The Commission has been provided two (2) cash flow statements.

- The Port had a net positive cash flow for the year, but a negative cash flow for the month of April.

### **GOF Balance Sheet**

- No significant changes versus last month, but the port is ahead of last year at this point in time.

## **Profit and Loss -**

### **General Operating Funds (GOF):**

- Income is ahead of target and expenses are below target. We have two projects that will occur in June, (\$350,000, and \$26,000), expenses after these projects will remain below budget. The Port will fix the sink hole and install a camera system in South Beach.
  - **YTD comparison**
    - Revenues are 12% above last year, expenses 6% are below last year (excluding depreciation). \$130,200 was transferred to Facilities Maintenance Reserve fund prepare for electrical on Port docks as promised to Commercial Fishermen.
- **Administration Expenses.**
  - **Budget vs. Actuals**
    - **Expenses** are below budget in all areas. Overall, the Administration budget is performing better than budget.
  - **YTD**
    - Materials and Services costs are below last year.
- **International Terminal Income.**
  - **Budget vs Actuals**
    - **Income is** 104% of budget
    - **Expenses.** Personal Services are slightly over budget, Materials and services below budget.
    - **Net Income.** The International terminal is contributing to positive cash flow.
  - **YTD comparison**
    - Moorage and Hoist and Dock income is up 70% and 40% respectively from last year. Personal Services is up 88% from last year, and materials and Services are up 24%. The increase in Personal Services has contributed to increased revenues.
- **Commercial Marina**
  - **Budget vs. Actuals**
    - **Income** is 10% above budget and 28% above last year, all income areas have shown growth.
    - **Expenses** are at 58% of budget, both Personnel Services and Materials and Services are below budget.
    - **Net Income** is up from last year.

- **South Beach**

- **Budget vs. Actuals**

- **Income** is 10% below budget,
    - **Expenses** are below budget, making up for revenues
    - **Net Income**, excluding depreciation and administration, is \$1,052,931. The reopening of the Park to short term visitors will have a positive effect on the RV Park. Marina revenue for moorage is very strong.

- **YTD comparison**

- Income is up 26% over last year, much of this is due to the leases being removed from the admin budget and moved to profit centers
    - Expenses declined due to debt spending decreases.

## **NOAA**

- **Balance Sheet.**

- No significant changes versus last month.

### **Income Statement**

- **Budget vs. Actuals**

- **Income** is at target.
  - Expenses are 37% of budget, much of this due to refinancing the revenue bonds.

- **Bonded Debt:** No changes to report.

- **Construction Fund.** (No changes to report)

- This fund was established for the construction of the International Terminal, The resolution indicated it was receiving Bond Funds to spend on the International Terminal, therefore I may recommend it's dissolution.*

- **Facility Reserve Fund.** The fund balances have risen as money is set aside for future projects.

**Accounts Receivable:**

The Port took a small step back on receivables, as the amount owed rose. But the amount owed in the greater than 90 days declined. The increased receivables is due to Living Pacific and California Seafoods current balance, of \$82,700.

Days Outstanding	Amounts Owed and Days outstanding					TOTAL
	Current	1 - 30	31 - 60	61 - 90	> 90	
Amount owed as of Feb 29, 2020	295,532	36,962	16,528	4,753	75,713	429,488
Amount owed as of March 31, 2020	199,489	69,966	53,309	2,048	83,326	408,139
Amount owed as of April 30, 2020	208,425	100,515	34,674	47,474	61,737	452,825

The following page is a listing of all receivable accounts with balances outstanding 90 days or more. When contacting the Vessel owners/Lessees we urge them to keep in contact with the Port, many are in contact with the front office, working to pay down what is owed. An example would be the Sylvia. Matt has taken a contract tender job in Alaska, this job will allow him to get fully caught up on his moorage, but the port will need to wait until mid-June to receive funds. We agreed to this, documented the agreement in our files, the port will charge interest and late fees during this period.

Port of Newport A/R Aging Summary As of April 30, 2020						11:21 AM 05/20/2020
	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Sylvia - 226282	1,027.25	1,064.33	793.26	1,806.66	7,464.07	12,155.57
Orca - 295549	327.00	286.01	3,048.45	789.54	6,685.40	11,136.40
Ocean Force - 538936	674.24	719.18	2,786.40	1,721.48	5,122.36	11,023.66
Angela June - 581478	579.29	663.48	579.29	728.67	4,885.24	7,435.97
Valor III - 245645	2,615.60	270.62	38.00	768.48	3,505.34	7,198.04
Captain's Reel Deep Sea Fishing LLC	0.00	2,011.52	1,265.57	1,985.28	3,404.24	8,666.61
Pacific Rose - 554504	677.66	742.12	677.66	1,460.48	3,059.56	6,617.48
Oregon Mariculture LLC	3,650.88	3,230.15	1,033.34	4,703.73	2,967.03	15,585.13
Western Hunter - OR936AFK	1,019.94	827.04	836.98	1,881.23	2,885.86	7,451.05
Coastal Catch Seafoods	0.00	49.06	0.00	92.60	2,840.51	2,982.17
Aquarius - 581510 Novelli	25.20	69.64	25.20	133.04	2,547.99	2,801.07
Albatross - 980072	480.92	513.93	480.92	1,172.46	2,000.98	4,649.21
Legend - OR503AAM	0.00	28.24	0.00	63.09	1,625.20	1,716.53
Luna - 532150 New Owner	393.48	421.10	393.48	820.14	1,219.89	3,248.09
Oregon Brewing Company	0.00	0.00	0.00	0.00	906.58	906.58
Caremi - 262161	0.00	13.92	0.00	25.87	806.37	846.16
First Hope I - 953627	740.56	722.84	568.36	1,404.89	795.87	4,232.52
Billie Marie - 261145	0.00	19.14	0.00	478.56	784.60	1,282.30
Glass Slipper - 541256	136.20	344.60	186.00	779.90	741.04	2,187.74
Instigator - 978135	0.00	11.58	0.00	43.00	648.56	703.14
Sea Wolf - 270816	545.83	521.92	502.78	1,017.41	622.24	3,210.18
Nancy - 253247	0.00	10.33	0.00	19.21	598.77	628.31
Seawater Seafoods Co	9,159.83	11,484.00	1,133.25	4,029.90	582.31	26,389.29
Captain's Charters - 23826 - Long Fin	0.00	17.89	0.00	17.38	535.34	570.61
Buxtub Too - 974256	0.00	8.73	0.00	16.48	505.77	530.98
Morning Star II - I509427	50.40	11.40	25.20	841.67	432.16	1,360.83
Robin Ann - 550432	86.50	50.63	43.25	94.84	389.44	664.66
Lili-Anne - OR956AFD	180.00	83.33	84.00	171.91	339.33	858.57
Dusk - OLD OWNER	0.00	36.46	0.00	2,184.27	301.90	2,522.63
Marne - Doug Caesar	0.00	5.18	0.00	9.38	300.00	314.56
Toby J - 274577	0.00	5.09	0.00	9.62	295.03	309.74
Melville - OR495AAX	3,222.80	141.22	135.00	663.63	258.25	4,420.90
Pacific Cloud - 549931	760.11	659.78	662.36	18.90	207.79	2,308.94
Chapter II - OR033LR	0.00	3.55	0.00	6.69	205.00	215.24
Brea -OR620ADW	50.40	28.87	25.20	56.08	186.60	347.15
Gracie Arlene - 563679	0.00	3.17	2,024.00	460.18	177.17	2,664.52
Rose Marie - 267365	0.00	2.96	0.00	5.72	174.00	182.68
Long Shot - OR818HC	0.00	2.29	0.00	4.31	132.25	138.85
Silver Sea - 252737	0.00	2.39	0.00	12.92	130.25	145.56
Oceanic Logistics - 1344	0.00	1.80	0.00	6.67	100.55	109.02
Pursuit -Vanderpool	0.00	1.58	0.00	2.96	91.40	95.94
Midnite - OLD OWNER	0.00	1.54	0.00	2.89	88.93	93.36
Pacific Hunter- 511579	25.20	1.32	0.00	2.56	78.00	107.08
Molly - 260045	209.05	248.13	231.20	109.67	64.58	862.63
Pacific Bounty - 603105	0.00	0.00	0.00	0.00	27.60	27.60
Little J - 544607	359.70	258.79	136.80	2,292.87	15.26	3,063.42

###



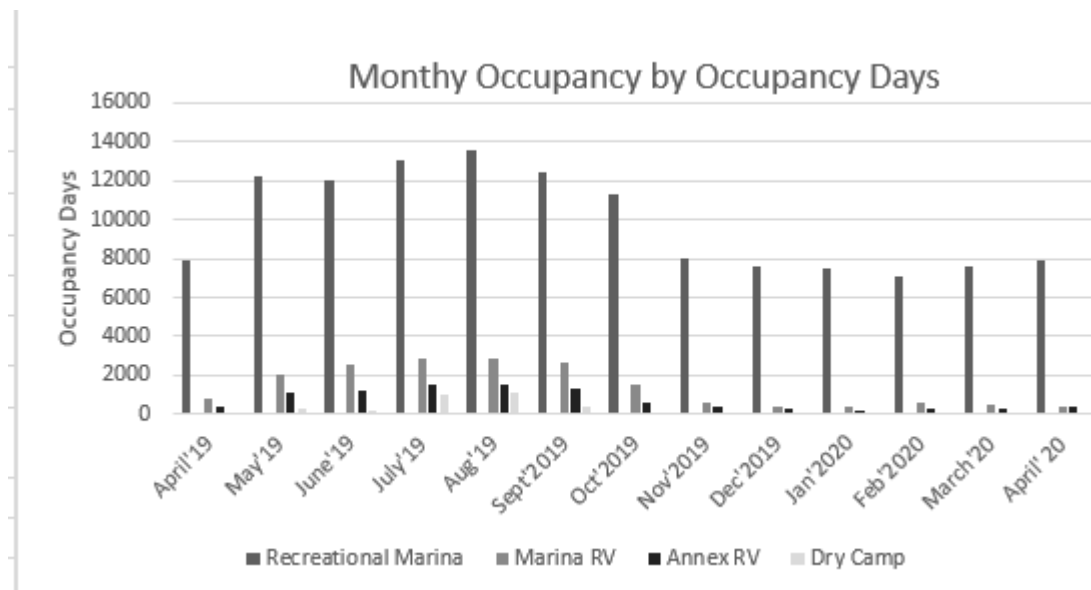


## RV PARK & RECREATIONAL MARINA OCCUPANCY REPORT

**DATE:** 06 May 2020  
**RE:** Month Ending 30 April 2020  
**TO:** Mark Brown, Director of Finance  
**ISSUED BY:** Bill Hewitt, RV and Marina Supervisor

The South Beach numbers for April are mixed but considering the state of things not horrible. The Marina was up slightly from last April and ahead year to date for 2020. A week into May and we have sold out all 26 and 32 foot boat slips for the majority of the summer. The marina RV Park was down 477 days from April 2019 and YTD down about half from 2019. The Annex was slightly ahead for April and YTD down about seven percent. Dry camping was down from April 2019 and YTD due to no daily reservations. Going forward we are getting lots of inquiries for the summer season both boats and RVs. It appears the public is ready to get out of the house and come to the coast to vacation. One final note, we have received lots of complaints about the ramp being closed to locals for daily launch.

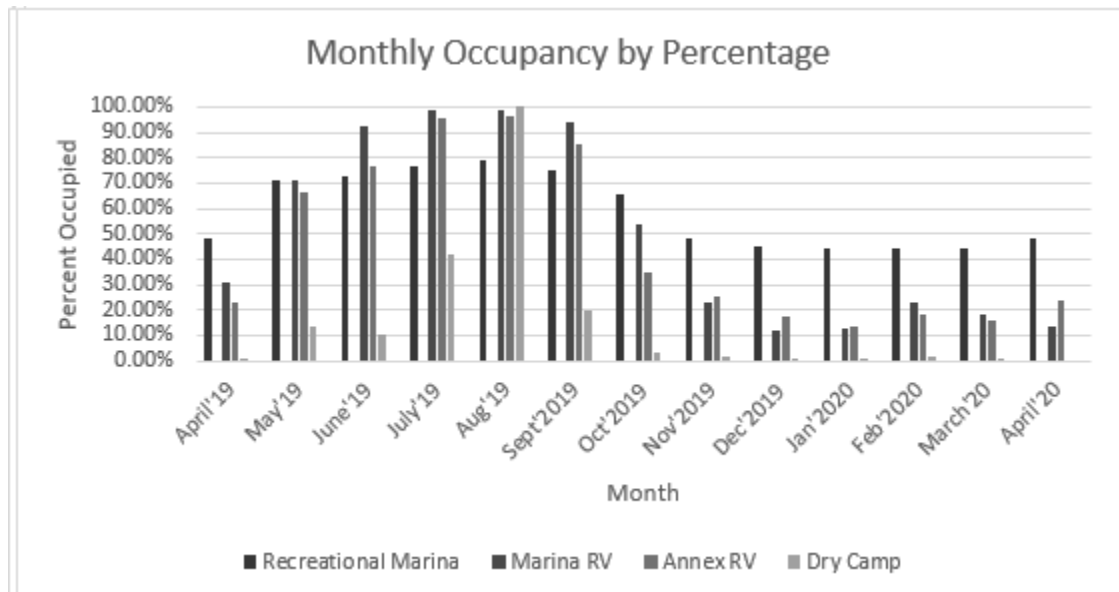
<b>OCCUPANCY DAYS MONTH &amp; YTD</b>						
<b>April'2020</b>	<b>2019</b>	<b>2020</b>	<b>Change</b>	<b>YTD 2019</b>	<b>YTD 2020</b>	<b>Change</b>
<b>Recreational Marina</b>	7936	7958	0.28%	29634	30247	2.07%
<b>Marina RV</b>	847	370	-56.32%	3435	1851	-46.11%
<b>Annex RV</b>	354	369	4.24%	1544	1118	-27.59%
<b>Dry Camp</b>	13	0	-100.00%	126	53	-57.94%





**OCCUPANCY PERCENT MONTH & YTD**

April '2020	2019	2020	Change	YTD 2019	YTD 2020	Change
<b>Recreational Marina</b>	47.92%	48.06%	0.14%	44.74%	45.29%	0.55%
<b>Marina RV</b>	30.06%	13.41%	-16.65%	31.11%	16.62%	-14.49%
<b>Annex RV</b>	22.69%	23.65%	0.96%	24.74%	17.76%	-6.98%
<b>Dry Camp</b>	0.58%	0.00%	-0.58%	1.40%	0.58%	-0.82%







## **DIRECTOR OF OPERATIONS REPORT**

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**DATE:** 05/20/2020  
**PERIOD:** April 2020 – May 2020  
**TO:** Paula J. Miranda, General Manager  
**ISSUED BY:** Aaron Bretz

### **OVERVIEW DIROPS**

#### **Summary:**

The South Beach Boat Ramp is open, and we've seen an increase in traffic. So far, the public has generally been understanding of the requirement to remain 6' apart, and the fillet tables have worked throughout the month. Thanks to the Oregon State Marine Board, who gave us a small grant to supplement the cost of additional security officers during this COVID-19 response. Hake fishing is underway, and the Terminal has been switching boats over for shrimp season. We got several projects moving this month after dedicating significant time to responding to public inquiries about COVID issues.

#### **Detail:**

- **Southbeach Storm Sewer**  
Contract executed, ready to start up.
- **Port Dock 5 Project**  
Awaiting our lawyer's signature on site certification.
- **PAC Wave Project at Terminal next summer**

There should be a contract awarded prior to the end of June on the PAC Wave project. We may see barges and activity in support for the project starting in June, 2021. We won't have a great deal of detail about the operation until after a contract is awarded, but generally, we may expect to see 1-2 barges at the Terminal off and on in June, July, and possibly August next summer. The upland footprint for this operation will be negligible; the largest piece of this work will likely be a mobile crane that will have to come from the valley to transfer cable from one barge to the other. This work is in direct support of the offshore wave energy project that's been working in conjunction with OSU. The operation will go on during the summer months, and will take up pier space, but other Terminal operations and services will continue during that time.

- **Army Corps Feasibility Study, Federal Project in the Commercial Marina**

Monthly conference call upcoming, future visit to be determined.

- **1200C Permit on NOAA MOC-P Dredge Disposal Site**

I've received a notice for renewal of the 1200-C Permit for the South Beach Dredge Disposal Site. We are required to reply prior to June 18, 2020. After reviewing our permits, I am of the opinion that this permit is redundant and can be cancelled.

This particular permit covers construction activities including clearing, grading, excavation, materials or equipment staging and stockpiling that will disturb one or more acres and may discharge to surface waters or conveyance systems leading to surface waters of the state.

It also includes disturbances of less than one acre at a time if that disturbance is part of a common plan that will ultimately disturb more than one acre.

After speaking with DEQ, they believe our activity in maintaining and operating the dredge disposal site is covered by the "stockpiling" portion of that statement, and the South Beach Dredge Disposal site is about 3.75 acres.

We maintain a 1200-CA permit that covers the same activity anywhere on Port Property that includes clearing, grading, excavation, and stockpiling activities under the authority or jurisdiction of a public agency that will result in the disturbance of five or more acres (prior to December 1, 2002), or one or more acres (on or after that date).

Although the 1200-CA is an administratively discontinued permit, as long as we remain current on our fees for the permit, DEQ honors it. I verified with DEQ that our 1200-CA is still in place, and I've talked to Pacific Habitat Services as well as DEQ about my determination that we can maintain the South Beach Dredge Disposal Site with the 1200-CA and both agreed.

I intend to submit a notice of termination on the 1200-C Permit (File #122736) for the South Beach Dredge Disposal Site because our 1200-CA permit already covers that site.

Termination of this permit will save us about \$1,200 and reduce the number of permits we have to track. The more permits that we have open, the more opportunities we have for making mistakes in their administration that results in monetary penalties.

- **Cathodic Protection NOAA**

Norton anti-corrosion came back out to monitor the cathodic protection system at NOAA and made adjustments to be sure the system is operating properly for longevity.

- **NOAA MOC-P Camel Repairs**

Bergerson Construction used the supplies that the Port purchased to repair all the camels on the NOAA Pier and install the chaffing pipes on the back side of the pilings. This maintains the camels, and significantly reduces the chaffing of chains and pilings so it will allow the pilings to last their full lifetime.



- **Boat Ramp**

The South Beach Boat ramp opened on the morning of May 14<sup>th</sup> to very light traffic. TCB was on scene as was the Lincoln County Sheriff's Department, and Newport PD came through a number of times throughout the day.

- **South Beach Cameras**

Work has begun with Hyak on camera installation in South Beach. They are boring from the Distillery to the laundry facility to install the necessary support infrastructure for the new camera network.

**Newport International Terminal- Don Moon, Supervisor**

**Billable Services Performed this Period (March)**

- Forklift – 93hrs
- Moorage – 175 Days
- 30 Ton Hydraulic Crane – 47hrs
- Hoist Dock Tie Up – 57.25hrs
- Labor – 111hrs
- 120V power – 0 hrs
- Other Overtime Billed 15hrs
- 208V power – 171 Days

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

- Completed  In Progress
- Completed  In Progress
- Completed  In Progress
- Completed  In Progress
- Completed  In Progress
- Completed  In Progress

**Other:** 41 Days of gear work/net work.

**Commercial Marina- Kent Gibson, Harbormaster**

**Billable Services Performed this Period:**

- Forklift – 198.5Hrs
- Hoist Dock Crane(s) – 9Hrs
- 30 Ton Hydraulic Crane - Enter #. Hrs
- Dock Tie Up – 329.5Hrs
- Launch Tickets - Enter #. passes sold
- Other (Axles) – 77Hrs

**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)*

*The hoist dock tie-up time was down 11% from last month and up 5% over April 2019. April forklift usage was down 25% from last month but up 18% over April of last year. Crane usage was up 28% from last month but down 5% over last year in March.*

*Axle counts were down only 5% over last month with a total of 77 axles counted compared to the 73 axles in March. This puts us at 1,582 axles counted since implementing the fee in July of last year.*

*Jan-April Forklift is up 22% over the same time period from last year. Tie-up is up only 2% and Crane usage is down 66% in the same time period.*

*We have not seen much down turn in services at the hoist dock year over year but we did see it a reduction from last month. We lost some revenue from China closing from the pandemic and not importing crab but we still have an upward trend at this time.*

**NOAA MOC-P Jim Durkee, Maintenance Supervisor**

**Special Projects:**

**Other:**

Vessels Using the Facility Since My Last Report – M/V Bluefin, NOAA vessels Hi’ialikai, Bell M. Shimada, and Oscar Dyson

Office Occupancy - 3

NOAA facility is still shut down for Covid 19. Only 2 or 3 people have been on site in the offices. Minimal staff aboard the ships, primarily security.

Andrew and I are continuing to clean up along the fence line, tree branches, blackberries, etc.

I am continuing to train Andrew Meats on facility equipment including quarterly inspections, working from a scissor lift on overhead doors and HVAC and how he would interact with contractors during annual inspections.

Bergerson Construction installed the new backer pipes on the pier that hold the camels in place.

Northwest Fire Suppression performed semiannual inspection of the FM200 systems in the office building data room and museum and the warehouse data room, mock-up room, and EEB.

Other jobs to be completed in this fiscal year (July-June)

Replacement of pier lights with LED’s

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

As of the first of March to today we have had 695 launches (prior to halibut opener).

As of the first of April to today we have had 148 launches.

As of the 14<sup>th</sup> of May to today we have had 120 launches.

We have been busy putting signage up to inform our users that they should continue to use social distancing guidelines.

We are having trouble finding a person to hire for our seasonal helper.

Anderson Construction has been busy cleaning there leased area up.

I'm down one full time position as Fred Hauert is out with a return date of around the first of June.

Looking forward to getting the out fall line started hopefully before we start getting busy with what the summer season may be.

The first all depth halibut is this coming weekend (Memorial Day weekend) weather conditions don't look the best so we will see.

The grass continues to grow with the wet conditions and we just keep getting further behind. Jim and the crew are giving it their best to keep it looking as good as possible.