

**PORT OF NEWPORT MINUTES**

April 30, 2019

Regular Commission Meeting

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

**Agenda Item**

**Audio  
Time**  
0:00

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

Commission President Stewart Lamerdin called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 6:01 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon. Lamerdin explained the options for public comments.

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

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

**Members of the Public and Media:** Roy Kinion, Lincoln County Public Works; Tamara Bailey, Western Fireworks Display/Lincoln County Volunteer Fire; Jim Cline, Rogue; Jim Shaw, South Beach resident; Dietmar Goebel, Newport City Council.

**II. CHANGES TO THE AGENDA**

There were no changes to the Agenda.

**III. PUBLIC COMMENT**

There was no public comment at this time.

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

0:55

A.	<u>Minutes</u>	<u>Date (2019)</u>
1.	Commission Special Meeting	March 18
2.	Commission Work Session	March 20
3.	Regular Commission Meeting	March 26
4.	Commission Work Session	April 2
5.	1 <sup>st</sup> Budget Priorities Work Session	April 9
6.	2 <sup>nd</sup> Budget Priorities Work Session	April 23
B.	<u>Special Use Permits</u>	
1.	Rogue Brews on the Bay Coastal Brew Fest	
2.	Newport Marathon	
3.	CSC Barrel to Key Relay	
4.	U-DA-MAN Fishing Tournament	
5.	Newport Fishermen's Wives Blessing of the Fleet	
6.	OSU and Scientific Boating Safety Association (SBSA) Motorboat Operator Training Course (MOTC)	
C.	<u>Committee Minutes</u>	
1.	Commercial Fishing Users Group Draft	April 18

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

**V. CORRESPONDENCE/PRESENTATIONS**

- A. Roy Kinion, County Public Works Director  
Request for Storm Drainage Easement ..... 1:43

Kinion introduced himself and said he was here in lieu of the project engineer who was on vacation. He reviewed the purpose and plan for the parking of the lot as stated in the letter in the meeting packet. He presented an updated drawing of the proposed easement and drainage path, and will later provide an electronic copy for the record. There was discussion about the parking lot plan and the impacts of the drainage easement. Kinion confirmed that Lincoln County would be responsible for maintenance and repair of the facility. Dresler said the Commission would need to approve a final easement; at this time the Commission provided a fundamental agreement to move forward. Lamerdin asked Kinion to interface through Bretz in developing the easement.

- B. Commercial Fishing Users Group Committee, Heather Mann, Chair  
Fishing Industry Recommendation on NIT Use and Proposed Rates ..... 23:50

Skamser relayed a message from Mann that she would not be able to attend this Meeting. Chuck asked that Mann be contacted to submit the documents; Dresler will follow up by email.

- C. City of Newport 4th of July Fireworks Display Proposal  
..... 25:13

Tamara Bailey introduced herself as the lead pyrotechnician for the Newport 4<sup>th</sup> of July fireworks, a long-time volunteer fire fighter in Lincoln County,. She explained the issues faced in trying to arrange for this year’s fireworks, and asked the Port to allow the display this year to be set from the western edge of NIT, referring to materials in the meeting packet. There was discussion about the proposed arrangements, options, risks, and clean up. There was also mention on the need for staff to provide a notice the NIT users. Dresler said this was being presented to see if the Commission was in agreement that a Special Use Permit could be prepared so that Western Display could complete planning. The Commission was in fundamental agreement to proceed.

**VI. OLD BUSINESS**

- A. Items Removed from Consent Calendar

There were no items removed from the Consent Calendar.

- B. Amendment #2 BergerABAM Contract ..... 40:10

Dresler referred to the Staff Report and Contract draft included in the Meeting Packet. She reviewed the material and said this will be the last piece to having a final document on May 10<sup>th</sup>.

**A motion was made by Lackey and seconded by Burke to authorize the Interim General Manager to execute Contract Amendment #2 with BergerABAM for Strategic Planning Services, not to exceed \$1,772.00. The motion passed 5 – 0.**

C.	<u>Revised Budget Priorities for Review</u> .....	44:04
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Dresler said that at the 2<sup>nd</sup> Budget Priorities Work Session, the Commission directed staff to reduce capital projects and other expenses to provide an ending fund balance of \$1.2MM, and referred to page 90 in the meeting packet showing a UEFB of \$1,209,091. She reviewed details of the work done by the finance staff to arrive at this balance. There was Commission discussion of some of the items, in particular professional service and funds committed for Commercial Marina electrical upgrades.

D.	<u>Resolution Setting Rates, Fees &amp; Charges for Review</u> .....	1:13:30
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Dresler commented that it was important to establish rates since they formed the basis for revenue projections in the budget. There was discussion about the rounding of the commercial moorage monthly rates and the dates the rates would go into effect. Lamerdin suggested making no increase to the recreational yearly launch fees for resident seniors and veterans.

**VII. NEW BUSINESS**

A.	<u>Rogue House of Spirits Lease Amendment</u> .....	1:18:05
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Dresler introduced the staff report included in the meeting packet, and said she had spoken with Dharma Tamm at Rogue about facilitating this test concept. There was discussion about the planned area and building changes, the impacts to marina users and the Marina Store, and whether this should be offered for no fee. Lamerdin suggested adding language about returning the property to the previous condition at the end of the six months.

**A motion was made by Skamser and seconded by Burke to authorize the Interim General Manager to execute a contract amendment with Oregon Brewing Company to operate a Beer Garden on the west side of the House of Spirits for six months. The motion passed 5 – 0.**

B.	<u>Skyline Sheet Metal Lease</u> .....	1:34:15
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Bretz introduced the Staff report and proposed lease included in the meeting packet, which included improvements to be made by the tenant that could improve the standing of the premises. There was discussion about how the rate was determined and the billing for utilities.

**A motion was made by Burke and seconded by Skamser to authorize the GM to enter into a lease with Skyline Sheet Metal under the terms negotiated within the lease. The motion passed 5 – 0.**

C.	<u>Contract for Asphalt at NIT for Gear Storage</u> .....	1:41:05
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Bretz introduced the staff report and diagram included in the meeting packet. He said this area was currently covered with uncompacted gravel which was difficult to manage with a forklift. There was discussion about the Rondys plans for the area currently leased to the Port used for storage. Bretz said he was making this recommendation based on his conversations with Evan Hall who indicated they would continue to lease the area but would also ask for a portion of the storage revenue. Bretz suggested it would be better for the Port in terms of revenue and control to maximize storage on Port property rather than lease space from Rondys. He commented that this project was originally on the capital improvement list for next fiscal year, but there is money in this year’s budget and a deadline of June 25<sup>th</sup> for the expiration of the current lease with Rondys. There was discussion about possible negotiations with Rondys for leasing their space and consideration that other projects in the Strategic

Business Plan that should have a priority for capital spending. Staff was directed to negotiate further with Rondys.

No action was taken.

**VIII. STAFF REPORTS**

A. Accounting Supervisor..... 2:12:35

Dresler introduced the staff report prepared by Harris, who was not in attendance. Dresler commented the finance department was getting back to projects that had been put on hold.

B. Director of Operations..... 2:14:05

1. March Occupancy Report

Bretz introduced the staff report included in the meeting packet. He provided some explanation of squid conditions. Bretz also referred to the letter from EDA confirming receipt and completeness of the grant application for the Port Dock 5 Pier Access project. He introduced an application that had arrived that afternoon from the Port of Toledo for a Special Use Permit for the Teak Lady Sail. Lamerdin gave the go ahead to move forward with the permit process. Chuck commented on the jump in Annex occupancy due to contractors in the area.

C. General Manager..... 2:19:55

Dresler introduced the staff report included in the meeting packet. She added she was talking with Paula Miranda about options for the Director of Finance and Business Services. She said that Branden Criman from MARAD had said they were looking at commercial fishing in a different way than they have in the past. Dresler referred to the attached Board Practices Assessment summary provided by Rob Mills of SDAO. Lackey added he had listened to the recording of the meeting, and said the “soundness of financial practices” rating may be a mistake; Dresler will report that back to Mills.

**IX. COMMISSIONER REPORTS/COMMENTS**..... 2:26:55

Chuck said he had attended the Fishermen’s Roundtable and Representative Schrader’s meeting with community leaders. Chuck reported Schrader commented that he heard the Port with regard to HB 2284. Skamser said she had gone to Salem for the HB 2284 hearing, and also attended the Fishermen’s Roundtable and Representative Schrader’s Roundtable. Lamerdin added that video was available of the testimony on HB 2284, and thought there was a case made for at least delayed implementation. He also attended the City of Newport Vision 2040 meeting, which focused on a Ford Family Foundation “Vision through Action” tour.

**X. CALENDAR/FUTURE CONSIDERATIONS**..... 2:29:35

<u>Item</u>	<u>Date (2019)</u>
Loyalty Days Carnival	May 3 - 5
1 <sup>st</sup> Budget Committee Meeting; 6:00 pm	May 14
2 <sup>nd</sup> Budget Committee Meeting; 6:00 pm (if needed)	May 21
Rogue Brews on the Bay Brew Fest	May 17 – 18
Memorial Day – Port Office Closed	May 27
Regular Commission Meeting	May 28
Newport Marathon	June 1

There were no changes to the Calendar/Future Considerations.

The Commissioners expressed appreciation and thanks to Dresler for her work as Interim General Manager. They particularly noted her leadership, stabilizing effect, skill set, professionalism, staff management, and positive and effective interaction with the community, stakeholders and the Commission. They presented her with a card and thank you gift. Dresler said she had found this work to be fun, fulfilling and beyond expectations, and appreciated the work of staff. She encouraged the Commission to welcome Miranda and support her moving forward.

2:30:10

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

2:36:09

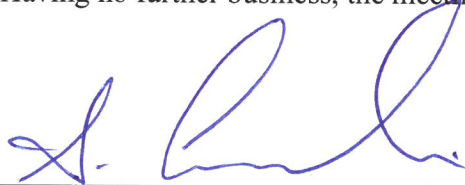
Dietmar Goebel joined the Commission in recognizing the job well done by Dresler. He added that her leadership helped calm the waters and refocus legislation regarding HB 2284. Goebel said there will be a video town hall meeting on May 10<sup>th</sup>, a Newport Town Hall with Representatives Gomberg and Roblan at OCCC.

Jim Cline said he echoed the sentiments regarding Dresler. He said there will be a Brew Festival at Rogue on May 18<sup>th</sup> celebrating brewer John Maier's 30<sup>th</sup> anniversary.

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

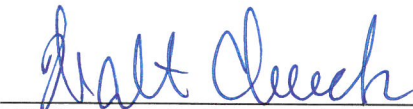
2:38:39

Having no further business, the meeting adjourned at 8:40 pm.



Stewart Lamerdin, President

ATTESTED:



Walter Chuck, Secretary/Treasurer