

PORT OF NEWPORT REGULAR COMMISSION MEETING AGENDA

Tuesday, January 27, 2014, 6:00 p.m.
Port of Newport Marina and RV Park Activities Room
2120 SE Marine Science Drive, Newport, OR 97365

Walter Chuck (Pos. #1), President; Dean Fleck (Pos. #5), Vice President;
Ken Brown (Pos. #4), Secretary/Treasurer; JoAnn Barton (Pos. #3); David Jincks (Pos. #2)

- I. Call to Order 6:00
- II. Changes to the Agenda 6:01
- III. Public Comment..... 6:02
- IV. Consent Calendar..... 6:08
 - A. Minutes
 - 1. Regular Meeting – December 16, 2014
 - 2. Special Meeting – December 23, 2014
 - 3. Work Session – January 13, 2015
 - B. Financial Reports – Stephen Larrabee
 - C. Award of Insurance
 - D. Captain’s Charter Lease Renewal
 - E. Special Use Permit for Moxie Pictures
 - F. Information Technology Contract
- V. Correspondence/Presentations..... 6:13
 - A. Jim Myers, Salmon Enchanted Evening
 - B. Bob Ward, Newport Sea Lion Docks Foundation
 - C. Spencer Nebel, City of Newport Re: Multi-Use Path in South Beach
- VI. Old Business
 - A. Accounts Paid (action) – Stephen Larrabee 6:25
 - B. Resolution Setting Rates, Fees and Charges (ORS 294.160) 6:26
 - C. Budget Committee, Officer, and Calendar Review..... 6:30
 - D. Resolution Making Interfund Transfers, Interfund Loans, Adopting Supplemental Budgets, and Making Appropriations (ORS 294.471(3)(b)) 6:31
 - E. General Manager Annual Performance Evaluation..... 6:36
- VII. New Business
 - A. 2014 Annual Report (ORS 777.140)..... 6:40
- VIII. Staff Reports
 - A. Departmental Reports 6:43
 - 1. Steve Larrabee, Director of Finance
 - 2. Rick Fuller, NOAA Facilities Manager
 - 3. Kevin Bryant, Commercial Marina Harbormaster
 - 4. Jim Durkee, Terminal Operations Manager
 - 5. Penny Gabrielson, South Beach Occupancy Report
 - 6. Chris Urbach, South Beach Marina Harbormaster
 - 7. Mike Goff, TCB Security
 - 8. Safety Committee Report (no report due to inspections)
 - B. General Manager’s Report 6:45
 - 1. International Terminal Update
 - 2. Pacific NW Waterways (PNWA), Mission to DC, Mar. 1-5
 - 3. NOAA Recreational Mitigation Projects
 - 4. South Beach Vision Plan
 - 5. Rogue Brewery Expansion, Dec. 9th

- 6. Commission Election Calendar/Forms
- 7. Goebel Architecture Termination Letter
- 8. SDAO Commission Assessment
- IX. Commissioner Reports..... 7:05
- X. Calendar/Future Considerations 7:15
 - A. 02/11 Fishermen’s Forum
 - B. 02/16 President’s Day – Closed
 - C. 02/19-22 Seafood and Wine Festival
 - D. 02/24 Regular Commission Meeting
- XI. Public Comment..... 7:20
- XII. Adjournment 7:25
- XIII. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(i) –
 PERFORMANCE EVALUATIONS OF PUBLIC OFFICERS AND
 EMPLOYEES. No decisions will be made in Executive Session.

Regular meetings are scheduled for the fourth Tuesday of every month at 6:00 p.m.

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

-###-

**PORT OF NEWPORT
MINUTES
December 16th, 2014
Regular Meeting**

I. CALL TO ORDER

Commission President Walter Chuck called the regular meeting of the Port of Newport Board of Commissioners to order at 6:00 pm at the South Beach Marina & RV Park Activities Room.

Commissioners Present: Walter Chuck (Pos. #1), President; Dean Fleck (Pos. #5), Vice President; Ken Brown (Pos. #4), Secretary/Treasurer; JoAnn Barton (Pos. #3); David Jincks (Pos. #2).

Commissioners Absent: None

Port of Newport Management and Staff: Kevin Greenwood, General Manager; Stephen Larrabee, Director of Finance; and Darlene Webster, Administrative Assistant.

Others Present: Dennis Anstine, News Times; Yale Fogarty and Pat Ruddiman ILWU Local 53; Lee Fries, Newport; Harold D. Pritchett, Professor Emeritus of OSU Construction Engineering Department; Tyson Salmon & Kiera Morgan, KYTE FM Radio; Wayde Dudley, Newport Resident; Greg Speor, Newport; and David Allen, Newport.

II. Changes to Agenda: No changes were made to the agenda.

III. Public Comment: No public comments were made.

IV. Consent Calendar:

No changes were made to the consent calendar as presented. A motion to approve the Minutes from the Regular Meeting of November 25th, the Work Session Meeting of December 9th, and the Financial Reports was made.

Motion by Barton, seconded by Jincks to approve the Consent Calendar as presented. Motion carried 5-0.

V. Correspondence/Presentations: No correspondences or presentations were made.

VI. OLD BUSINESS:

A. Financial Report-Accounts Paid

Accounts Payable conflict was noted by Fleck of "Englund Marine" who was paid this month and would abstain from voting.

Motion by Barton, seconded by Brown to approve the Accounts Paid as presented. Motion carried 4-0.

VII. NEW BUSINESS:

A. Appointments to Cascades West Area Commission on Transportation

Chuck volunteered to be the liaison on behalf of the Port of Newport and Jincks will be his alternate should Chuck be unable to attend meetings.

Motion by Barton, seconded by Brown to approve Commission Chuck to be the Liaison on behalf of the Port of Newport for the Cascades West Area Commission on Transportation. Motion carried 5-0.

B. Ferry Slip Road Improvements

Greenwood presented a map of the proposed City re-alignments and improvements to be made due to added traffic to the new development at the OMSI site and some relocation of a stop light. Two commissioners have been attending these meetings with the City. A suggestion was made to re-locate the multi-use path to the opposite side of the roadway to ease follow of foot traffic, and to present this suggestion to the city. Brown requested a city impact analysis from the City of Newport for review but is pending receipt. Fleck noted that it makes it hard to

determine how much additional traffic will be added till permits are pulled. Greenwood will follow up with a letter to the City of Newport to gather more information, make a suggestion and present findings at a later time.

C. Resolution Amending Annual Performance Evaluation

Greenwood requested that his evaluation be moved back one month to get more information from Port department heads. Each commissioner will receive within a week (12/27)

Greenwood's self evaluation and an additional blank evaluation form to be completed on the General Manager and then returned back (1/20/15) to Chuck for review and to set goals, objectives, etc in an executive session then to be summarized by Greenwood and present in February for adoption.

Motion by Fleck, second by Brown to Adopt Resolution 2014-15 Amending Annual Performance Evaluation Motion carried 5-0.

D. International Terminal Mitigation Construction Contract Amendment No.32 w/Natt McDougal Co.

Greenwood presented a summary document of all the outstanding contracts (1,111,496) the additional work to be completed (1,172,657) what available funds are on hand (726,886) and what excess funds still are needed to complete this project (445,771). Discussion was made to postpone approval of this amendment till more information from Business Oregon is attained to confirm what assistance in funding can be attained without delaying project. Commission plans to regrop in 7-10 working days after GM has time had time to gather more information.

VIII. STAFF REPORTS:

A. Departmental Reports.

Larrabee reported on the status of the "Letter of Demand" to NOAA requesting they pay the insurance costs currently owed under the lease agreement (\$239k) which now begins the interest accruing on these funds and the attorney fees. NOAA has 60 days after receipt to respond.

Barton ask to have a follow up call to KPFF regarding the warranty and review of the fender pilings as reported in Terminal Manager's report. Greenwood will make contact with KPFF regarding the problems we are having with these fender pilings and report back at the next meeting.

B. General Manager's Report

1. Save Our Air Station!

Greenwood presented a letter for signature by the commission in appreciation to Senator Wyden, Merkley and Rep. Schrader for all their efforts to save the U.S. Coast Guard Air Station Closure.

2. Resolution Setting Rates, Fees and Charges

Greenwood presented a draft document reflecting the present rates, fees and charges and additional entries of new items for consideration for the commissioner to review, comment and make changes. This will then be discussed further at the next meeting.

3. Budget Committee, Officer and Calendar

Greenwood presented a list of those officers's (Benfield and Barth) that had expired positions this past June. Commissioners requested that Greenwood make contact with both to invite them to continue to be on the budget committee and then report back at the next meeting with an updated list of Budget Committee members to be presented for adoption.

Commission Recess was made at 7:03pm and Re-Adjourned at 7:08pm.

4. South Beach Vision Plan

Greenwood presented a request to develop a "Scope of Work" / "Vision Plan" that were brought up on the Rogue Expansion work session meeting. This plan would take under consideration the vision the Port has for the development of the South Beach area in 5-10-20 years. Such as what types of business is planned to bring in, what are the transportation impacts are projected in the future, a development of a design standard and many other items that would need to be taken under consideration when developing a Vision Plan. This vision plan would serve as an amendment to the SBP (adopted in 2013) which is the State's Model Ports Plan adopted in 2010 for Oregon Ports. This amendment would include a list of goals and strategies that would be owned by the Port Commission. And that the plan would include commission goals in each

of the following categories: Marketing, capital facilities, management, etc are a few examples. A draft will be started and presented at the next meeting.

5. Rogue Brewery Expansion, Dec 9th

Greenwood presented options for the expansion and the concern of the additional truck traffic that could be a possible challenge. Discussion was made that this type of process usually take a length of time the last project took approximately over a year to finalize approval. Two commissioners will meet with Greenwood to give him direction as to how to proceed further.

6. 2014 Annual Report

Greenwood will present this report in January of all the accomplishments made in 2014.

7. Review South Beach Policies

This is still in progress and will be presented at a later time.

8. Special Use Permit Policy

This is still in progress and will be presented at a later time.

IX. COMMISSIONER REPORTS:

Chuck and Greenwood went to Rainer, WA to tour the Teevin Facility on Friday December 12th.

X. PUBLIC COMMENT:

Beemer the Newport City Counsel Liaison was not in attendance but Allen (representing the Newport City Counsel) was to notify the commission that a new Liaison will be forthcoming once appointed.

XI. UPCOMING MEETINGS/EVENTS: Calendar was reviewed with no comments.

XII. ADJOURNMENT

There being nothing more to come before the Board of Commissioners, the meeting was adjourned at 7:25 pm.

ATTEST:

Walter Chuck, President

Ken Brown, Secretary/Treasurer

**PORT OF NEWPORT
MINUTES
December 23, 2014
Special Meeting**

I. Call to Order/Introductions

The Special Meeting of the Port of Newport to discuss approval of an international terminal mitigation construction contract amendment with Natt McDougall Company was called to order by Walter Chuck, President, at noon in the South Beach Marina Activities Room.

Commissioners Present: David Jincks, Walter Chuck, Dean Fleck, Ken Brown, JoAnn Barton.

Commissioners Absent: none.

Port of Newport Management and Staff: Kevin Greenwood, General Manager.

Others Present: none.

II. Construction Contract Amendment No. 32 w/ Natt McDougall Co. (NMC)

Greenwood discussed the \$501,000 amendment to upgrade the culvert behind the Aquarium which is the final component of the mitigation related to the berth deepening at the international terminal. The funding for all but \$200,000 of the project is currently available in the Construction Fund. The final \$200,000 will be funded via an interfund loan between NOAA and the Construction fund. (The amount will be closer to \$350,000 in the case additional unforeseen expenses come up.)

As part of Amendment No. 31, NMC will be working on eel grass dredging as part of the NOAA mitigation work and as such a loan from the General Fund to NOAA will allow that work to be completed. Since the eel grass dredging expense was unforeseen, a supplemental budget using NOAA unappropriated ending fund balance is not allowed to be used. However, the general fund can grant a loan for the amount (\$250,000) with the NOAA paying it back on July 1 during the following budget year.

The third project is the asphaltting related to the possible moving of fishing gear near the terminal. The \$150,000 capital outlay will occur out of the General Fund by pulling \$75,000 each from Personal Services and Materials & Service.

Greenwood will give Rep. Gomberg an update on the project in the new year. The Commission expressed concern about the costs related to mitigation projects that have a positive economic impact on the state. Greenwood assured the Commission that he would pass the concern along.

Motion by Barton, second by Fleck to approve Amendment No. 32 with Natt McDougall Company in an amount not to exceed \$502,000 and to direct staff to present a supplemental budget at the January meeting. Motion carried 5-0.

III. Adjournment

There being nothing more to come before the Board of Commissioners, the meeting was adjourned at 12:20pm

ATTEST:

Walter Chuck, President

Ken Brown, Secretary/Treasurer

PORT OF NEWPORT
MINUTES
January 13, 2015
Work Session

I. Call to Order/Introductions

A work session of the Port of Newport to receive a board assessment by SDAO was called to order by Walter Chuck, President, at 12:05 pm in the South Beach Marina Activities Room. No decisions were made during the work session.

Commissioners Present: David Jincks, Walter Chuck, Dean Fleck, Ken Brown, JoAnn Barton.

Management and Staff: Kevin Greenwood, General Manager.

Others Present: George Dunkle and Rob Mills, SDAO. Dennis Anstine, News Times.

II. SDAO Board Assessment

Dunkel introduced the rise of SDAO board assessments in an effort to lower the members' insurance premiums. What are good boards doing in an effort to educate other boards? This session will count toward the training requirements for the insurance premium benefit. It was noted that the number one claim against special districts is personnel-related issues.

Mills added that the session should last less than two hours and that he'll take notes and submit the assessment within a week.

SUMMARIZE KEY PERFORMANCE AREAS

Good Stewardship – public opposition is viewed as opportunity; board is accessible and representative of the community.

Good Governance – board understands its role; bylaws have been a benefit for setting direction; Overall Regulatory Compliance – Using professional consultants; commission has “matured” to understand ESA laws.

Timeliness of compliance reporting – keeping state agencies up to speed; know ahead of deadlines; have lots of permits to monitor.

Potential Compliance Challenges – costs become issues, but dealt with; prioritize projects.

Consistency in Budgeting – have been able to re-prioritize as needed while being transparent; modernized computing and budgeting; use of CFP to prioritize capital projects; no one is happy with failing infrastructure.

Soundness of financial practices – checks and balances are followed; look at annual financial reports before being submitted to auditors.

Customer relations – we're open for public complaints as a public body; there is opportunity for improvement; personnel and public relations could be improved; how do we effectively train?; look at Oregon Tourism Commission training opportunities; personnel manual needs to be developed; can port staff be easily identified?; employees need to take ownership of customer service.

Staff morale – making key hires to rebuild management team; employees feel valued; leadership sets expectations for staff growth and morale.

Management of employee performance – manager evaluation prior to other employees; careful of micromanaging; need new personnel manual; use of policies to affect personnel.

Alignment of Positions – job descriptions are up to date; challenges in timing of hires; reorganization of work flow/organizational chart; building trust; flexibility in changing descriptions based upon individual challenges; succession planning.

Policies and procedures – these are tools that need to be implemented and monitored; implementation of best practices; encourage feedback loops; positive changes in workforce turnover; board's involvement is just about right; management style/ admit deficiencies/communication.

III. Adjournment

There being nothing more to come before the Board of Commissioners, the session was adjourned at 1:53 pm

ATTEST:

Walter Chuck, President

Ken Brown, Secretary/Treasurer

Port of Newport

600 S. E. BAY BOULEVARD NEWPORT, OREGON 97365 (541) 265-7758 FAX (541) 265-4235 www.portofnewport.com

Memo

To: Port of Newport Commissioners
From: Stephen Larrabee, Director of Finance
Date: January 22, 2015

Financials:

December year to date financials are attached. Overall income is up and expenses are down, the positive trend continues.

Finance Operations:

The team has hired a new employee for the RV park, Vanessa Anderson, who will begin work February 1st. Preparations have begun for the Budget process including a preliminary budget schedule.

Special Projects:

The restrooms at Port Dock 7 have been re-keyed. Boat owners who own keys may return one of their old keys for a new key. Any additional keys will cost \$25.

The Finance team has finalized the IT analysis for the computer upgrades and this is included in this month's packet. The Finance group, working in collaboration with the South Beach team, has finalized the design for the RV Park office upgrades which will be completed by the end of February.

Insurance:

We are still awaiting a response to the demand letter sent to NOAA requesting that they pay the insurance costs currently owed under the lease agreement. Under the terms of our agreement, a response is due by February 14th.

Port of Newport Operating Fund
Balance Sheet
 As of December 31, 2014

	<u>Dec 31, 14</u>	<u>Dec 31, 13</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Available Cash & Equivalents	1,102,170.72	538,685.40	563,485.32
Restricted Cash & Equivalents	539,313.22	602,550.19	-63,236.97
Total Checking/Savings	<u>1,641,483.94</u>	<u>1,141,235.59</u>	<u>500,248.35</u>
Accounts Receivable			
Accounts Receivable	65,572.84	101,045.27	-35,472.43
Total Accounts Receivable	<u>65,572.84</u>	<u>101,045.27</u>	<u>-35,472.43</u>
Other Current Assets			
Allow for Bad Debt - CM	-10,000.00	-10,000.00	0.00
Allow for Bad Debt - SB	-4,000.00	-4,000.00	0.00
AR Property Tax	10,334.60	8,054.60	2,280.00
Assets Held For Sale	5,609.93	0.00	5,609.93
Cash Clearing	2,824.52	0.00	2,824.52
Due from other Port Funds	28,158.07	107,673.79	-79,515.72
Prepaid Expenses	91,655.94	52,187.36	39,468.58
Total Other Current Assets	<u>124,583.06</u>	<u>153,915.75</u>	<u>-29,332.69</u>
Total Current Assets	<u>1,831,639.84</u>	<u>1,396,196.61</u>	<u>435,443.23</u>
Fixed Assets			
Capital Assets	88,045,452.17	89,128,397.64	-1,082,945.47
Total Fixed Assets	<u>88,045,452.17</u>	<u>89,128,397.64</u>	<u>-1,082,945.47</u>
TOTAL ASSETS	<u><u>89,877,092.01</u></u>	<u><u>90,524,594.25</u></u>	<u><u>-647,502.24</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	54,197.42	86,336.94	-32,139.52
Total Accounts Payable	<u>54,197.42</u>	<u>86,336.94</u>	<u>-32,139.52</u>
Other Current Liabilities			
Accrued Interest Payable	90,347.00	90,347.00	0.00
Accrued Property Taxes	0.00	32,887.87	-32,887.87
Current Portion-Long Term Debt	177,258.39	177,258.39	0.00
Due to other Port Funds	108.33	13,521.71	-13,413.38
Payroll Liability	25,273.70	30,789.98	-5,516.28
Prepaid Moorage and Deposits	1,350.00	18,469.00	-17,119.00
Total Other Current Liabilities	<u>294,337.42</u>	<u>363,273.95</u>	<u>-68,936.53</u>
Total Current Liabilities	<u>348,534.84</u>	<u>449,610.89</u>	<u>-101,076.05</u>
Long Term Liabilities			
2013 FF&C Bond Premium	135,465.75	135,465.75	0.00
Long Term Debt	8,771,100.61	8,739,743.61	31,357.00
Total Long Term Liabilities	<u>8,906,566.36</u>	<u>8,875,209.36</u>	<u>31,357.00</u>
Total Liabilities	<u>9,255,101.20</u>	<u>9,324,820.25</u>	<u>-69,719.05</u>
Equity			
Contributed Capital	7,130,788.00	7,130,788.00	0.00
Fund Balance	-6,459,438.45	-5,722,419.16	-737,019.29
Opening Balance Equity	79,446,413.75	79,446,413.75	0.00
Net Income	518,466.15	344,991.41	173,474.74
Total Equity	<u>80,636,229.45</u>	<u>81,199,774.00</u>	<u>-563,544.55</u>
TOTAL LIABILITIES & EQUITY	<u><u>89,891,330.65</u></u>	<u><u>90,524,594.25</u></u>	<u><u>-633,263.60</u></u>

Port of Newport Operating Fund
Profit & Loss Budget vs. Actual
 July through December 2014

	<u>Jul - Dec 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Lease Revenues	296,331.61	569,438.00	-273,106.39
Shipping Terminal Revenues	6,617.23	10,000.00	-3,382.77
Hoist Dock & Services	265,104.59	385,500.00	-120,395.41
Moorage	616,379.70	1,135,000.00	-518,620.30
Launch Ramp & Trailer Storage	44,249.00	58,000.00	-13,751.00
Miscellaneous Revenue	15,728.40	32,600.00	-16,871.60
RV Parks	480,826.00	552,500.00	-71,674.00
Total Income	<u>1,725,236.53</u>	<u>2,743,038.00</u>	<u>-1,017,801.47</u>
Gross Profit	1,725,236.53	2,743,038.00	-1,017,801.47
Expense			
Personal Services	451,631.59	1,124,806.00	-673,174.41
Materials & Services	635,814.23	1,328,297.00	-692,482.77
Debt Services	199,377.22	578,205.00	-378,827.78
Total Expense	<u>1,286,823.04</u>	<u>3,031,308.00</u>	<u>-1,744,484.96</u>
Net Ordinary Income	438,413.49	-288,270.00	726,683.49
Other Income/Expense			
Other Income			
Property Tax Revenue	84,607.99	88,750.00	-4,142.01
Fund Transfers In	0.00	25,000.00	-25,000.00
Gain/(Loss) on Sale of Assets	100.00		
Grant & Loan Proceeds	897.00	17,200.00	-16,303.00
Interest Income	2,120.81	2,500.00	-379.19
Miscellaneous	3,766.90		
Sale of Assets	50.00		
Property & Dredge Sales	246.00	5,000.00	-4,754.00
Total Other Income	<u>91,788.70</u>	<u>138,450.00</u>	<u>-46,661.30</u>
Other Expense			
Breakin Replacement	11,736.04		
Total Other Expense	<u>11,736.04</u>		
Net Other Income	80,052.66	138,450.00	-58,397.34
Net Income	<u><u>518,466.15</u></u>	<u><u>-149,820.00</u></u>	<u><u>668,286.15</u></u>

Port of Newport Operating Fund
Profit & Loss Budget vs. Actual - Admin
 July through December 2014

	<u>Jul - Dec 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Lease Revenues	296,331.61	569,438.00	-273,106.39
Hoist Dock & Services	1,893.60		
Moorage	581.00		
Miscellaneous Revenue	719.99		
Total Income	<u>299,526.20</u>	<u>569,438.00</u>	<u>-269,911.80</u>
Gross Profit	299,526.20	569,438.00	-269,911.80
Expense			
Personal Services	161,364.85	484,982.00	-323,617.15
Materials & Services	157,836.76	377,337.00	-219,500.24
Debt Services	8,926.00	16,912.00	-7,986.00
Total Expense	<u>328,127.61</u>	<u>879,231.00</u>	<u>-551,103.39</u>
Net Ordinary Income	-28,601.41	-309,793.00	281,191.59
Other Income/Expense			
Other Income			
Property Tax Revenue	84,607.99	88,750.00	-4,142.01
Fund Transfers In	0.00	25,000.00	-25,000.00
Gain/(Loss) on Sale of Assets	100.00		
Grant & Loan Proceeds	1,800.00	16,500.00	-14,700.00
Interest Income	2,120.81	2,500.00	-379.19
Miscellaneous	3,736.90		
Sale of Assets	50.00		
Total Other Income	<u>92,415.70</u>	<u>132,750.00</u>	<u>-40,334.30</u>
Net Other Income	<u>92,415.70</u>	<u>132,750.00</u>	<u>-40,334.30</u>
Net Income	<u><u>63,814.29</u></u>	<u><u>-177,043.00</u></u>	<u><u>240,857.29</u></u>

12:41 PM
01/23/15
Accrual Basis

Port of Newport Operating Fund
Profit & Loss Budget vs. Actual - NIT
July through December 2014

	<u>Jul - Dec 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Shipping Terminal Revenues	6,611.11	7,500.00	-888.89
Holst Dock & Services	107,657.91	139,500.00	-31,842.09
Moorage	49,732.40	60,000.00	-10,267.60
Miscellaneous Revenue	1,958.07		
Total Income	<u>165,959.49</u>	<u>207,000.00</u>	<u>-41,040.51</u>
Gross Profit	165,959.49	207,000.00	-41,040.51
Expense			
Personal Services	28,635.44	59,810.00	-31,174.56
Materials & Services	48,588.19	99,262.00	-50,673.81
Debt Services	123,096.06	449,005.00	-325,908.94
Total Expense	<u>200,319.69</u>	<u>608,077.00</u>	<u>-407,757.31</u>
Net Ordinary Income	<u>-34,360.20</u>	<u>-401,077.00</u>	<u>366,716.80</u>
Net Income	<u><u>-34,360.20</u></u>	<u><u>-401,077.00</u></u>	<u><u>366,716.80</u></u>

12:45 PM
01/23/15
Accrual Basis

Port of Newport Operating Fund
Profit & Loss Budget vs. Actual - SB
July through December 2014

	<u>Jul - Dec 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Hoist Dock & Services	5,528.60	9,500.00	-3,971.40
Moorage	335,269.80	675,000.00	-339,730.20
Launch Ramp & Trailer Storage	44,019.00	58,000.00	-13,981.00
Miscellaneous Revenue	10,720.32	28,600.00	-17,879.68
RV Parks	480,826.00	552,500.00	-71,674.00
Total Income	<u>876,363.72</u>	<u>1,323,600.00</u>	<u>-447,236.28</u>
Gross Profit	876,363.72	1,323,600.00	-447,236.28
Expense			
Personal Services	140,309.88	308,951.00	-168,641.12
Materials & Services	313,015.17	550,714.00	-237,698.83
Debt Services	63,877.26	105,332.00	-41,454.74
Total Expense	<u>517,202.31</u>	<u>964,997.00</u>	<u>-447,794.69</u>
Net Ordinary Income	359,161.41	358,603.00	558.41
Other Income/Expense			
Other Income			
Grant & Loan Proceeds	-903.00	700.00	-1,603.00
Property & Dredge Sales	246.00	5,000.00	-4,754.00
Total Other Income	<u>-657.00</u>	<u>5,700.00</u>	<u>-6,357.00</u>
Other Expense			
Breakin Replacement	2,855.17		
Total Other Expense	<u>2,855.17</u>		
Net Other Income	<u>-3,512.17</u>	<u>5,700.00</u>	<u>-9,212.17</u>
Net Income	<u><u>355,649.24</u></u>	<u><u>364,303.00</u></u>	<u><u>-8,653.76</u></u>

12:43 PM
 01/23/15
 Accrual Basis

Port of Newport Operating Fund
Profit & Loss Budget vs. Actual - CM
 July through December 2014

	<u>Jul - Dec 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Shipping Terminal Revenues	6.12	2,500.00	-2,493.88
Hoist Dock & Services	147,726.88	236,500.00	-88,773.12
Moorage	230,796.50	400,000.00	-169,203.50
Launch Ramp & Trailer Storage	230.00		
Miscellaneous Revenue	2,369.27	4,000.00	-1,630.73
Total Income	<u>381,128.77</u>	<u>643,000.00</u>	<u>-261,871.23</u>
Gross Profit	381,128.77	643,000.00	-261,871.23
Expense			
Personal Services	121,321.42	271,063.00	-149,741.58
Materials & Services	116,586.38	300,984.00	-184,397.62
Debt Services	3,477.90	6,956.00	-3,478.10
Total Expense	<u>241,385.70</u>	<u>579,003.00</u>	<u>-337,617.30</u>
Net Ordinary Income	139,743.07	63,997.00	75,746.07
Other Income/Expense			
Other Income			
Miscellaneous	30.00		
Total Other Income	<u>30.00</u>		
Net Other Income	30.00		
Net Income	<u><u>139,773.07</u></u>	<u><u>63,997.00</u></u>	<u><u>75,776.07</u></u>

Port of Newport - NOAA Fund
Balance Sheet
As of December 31, 2014

	<u>Dec 31, 14</u>	<u>Dec 31, 13</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Cash & Equivalents	5,179,287.15	5,343,932.02	-164,644.87
Total Checking/Savings	<u>5,179,287.15</u>	<u>5,343,932.02</u>	<u>-164,644.87</u>
Other Current Assets			
Prepaid Expenses	78,436.63	4,987.68	73,448.95
Bond Costs (net amortization)	587,640.00	587,640.00	0.00
Total Other Current Assets	<u>666,076.63</u>	<u>592,627.68</u>	<u>73,448.95</u>
Total Current Assets	<u>5,845,363.78</u>	<u>5,936,559.70</u>	<u>-91,195.92</u>
TOTAL ASSETS	<u><u>5,845,363.78</u></u>	<u><u>5,936,559.70</u></u>	<u><u>-91,195.92</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	1,156.85	10,287.46	-9,130.61
Total Accounts Payable	<u>1,156.85</u>	<u>10,287.46</u>	<u>-9,130.61</u>
Other Current Liabilities			
Vacation Payable	2,813.00	649.00	2,164.00
Due to Operations or Const Fund	-108.33	0.00	-108.33
Current Portion-Long-Term Debt	790,000.00	790,000.00	0.00
Accrued Interest Payable	509,285.00	509,285.00	0.00
Total Other Current Liabilities	<u>1,301,989.67</u>	<u>1,299,934.00</u>	<u>2,055.67</u>
Total Current Liabilities	<u>1,303,146.52</u>	<u>1,310,221.46</u>	<u>-7,074.94</u>
Long Term Liabilities			
Long-Term Debt	22,343,121.00	22,343,121.00	0.00
Total Long Term Liabilities	<u>22,343,121.00</u>	<u>22,343,121.00</u>	<u>0.00</u>
Total Liabilities	<u>23,646,267.52</u>	<u>23,653,342.46</u>	<u>-7,074.94</u>
Equity			
Opening Balance Equity	-17,956,077.71	-17,956,077.71	0.00
Unrestricted Net Assets	503,898.28	781,075.07	-277,176.79
Net Income	-348,724.31	-541,780.12	193,055.81
Total Equity	<u>-17,800,903.74</u>	<u>-17,716,782.76</u>	<u>-84,120.98</u>
TOTAL LIABILITIES & EQUITY	<u><u>5,845,363.78</u></u>	<u><u>5,936,559.70</u></u>	<u><u>-91,195.92</u></u>

Port of Newport - NOAA Fund
Profit & Loss Budget vs. Actual
 July through December 2014

	<u>Jul - Dec 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Lease Income	1,271,119.68	2,538,000.00	-1,266,880.32
Interest Income	5,109.81	10,000.00	-4,890.19
Total Income	<u>1,276,229.49</u>	<u>2,548,000.00</u>	<u>-1,271,770.51</u>
Expense			
Personal Services	52,230.21	106,975.00	-54,744.79
Materials & Service	145,475.42	382,387.00	-236,911.58
Debt Service	1,414,291.88	2,001,500.00	-587,208.12
Total Expense	<u>1,611,997.51</u>	<u>2,490,862.00</u>	<u>-878,864.49</u>
Net Ordinary Income	-335,768.02	57,138.00	-392,906.02
Other Income/Expense			
Other Expense			
Capital Outlay	12,956.29		
Fund Transfers Out	0.00	150,000.00	-150,000.00
Contingency	0.00	100,000.00	-100,000.00
Total Other Expense	<u>12,956.29</u>	<u>250,000.00</u>	<u>-237,043.71</u>
Net Other Income	<u>-12,956.29</u>	<u>-250,000.00</u>	<u>237,043.71</u>
Net Income	<u><u>-348,724.31</u></u>	<u><u>-192,862.00</u></u>	<u><u>-155,862.31</u></u>

12:55 PM

01/23/15

Accrual Basis

Facility Maintenance Reserve Fund
Balance Sheet
As of December 31, 2014

	<u>Dec 31, 14</u>	<u>Dec 31, 13</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Umpqua Bank - Money Market	166,654.76	290,215.67	-123,560.91
Total Checking/Savings	<u>166,654.76</u>	<u>290,215.67</u>	<u>-123,560.91</u>
Total Current Assets	<u>166,654.76</u>	<u>290,215.67</u>	<u>-123,560.91</u>
TOTAL ASSETS	<u><u>166,654.76</u></u>	<u><u>290,215.67</u></u>	<u><u>-123,560.91</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	86,530.60	100,477.53	-13,946.93
Total Accounts Payable	<u>86,530.60</u>	<u>100,477.53</u>	<u>-13,946.93</u>
Total Current Liabilities	<u>86,530.60</u>	<u>100,477.53</u>	<u>-13,946.93</u>
Total Liabilities	86,530.60	100,477.53	-13,946.93
Equity			
Fund Balance	166,595.95	96,288.94	70,307.01
Net Income	<u>-86,471.79</u>	<u>93,449.20</u>	<u>-179,920.99</u>
Total Equity	<u>80,124.16</u>	<u>189,738.14</u>	<u>-109,613.98</u>
TOTAL LIABILITIES & EQUITY	<u><u>166,654.76</u></u>	<u><u>290,215.67</u></u>	<u><u>-123,560.91</u></u>

1:15 PM
01/23/15
Accrual Basis

Construction Fund - Port of Newport
Balance Sheet
As of December 31, 2014

	<u>Dec 31, 14</u>	<u>Dec 31, 13</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Construction Fund Bank Accts	726,862.23	959,843.80	-232,981.57
Total Checking/Savings	<u>726,862.23</u>	<u>959,843.80</u>	<u>-232,981.57</u>
Total Current Assets	<u>726,862.23</u>	<u>959,843.80</u>	<u>-232,981.57</u>
TOTAL ASSETS	<u>726,862.23</u>	<u>959,843.80</u>	<u>-232,981.57</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
A/P - Construction	0.00	3,924.04	-3,924.04
Total Accounts Payable	<u>0.00</u>	<u>3,924.04</u>	<u>-3,924.04</u>
Total Current Liabilities	<u>0.00</u>	<u>3,924.04</u>	<u>-3,924.04</u>
Total Liabilities	0.00	3,924.04	-3,924.04
Equity			
Fund Balance	750,803.54	1,212,169.60	-461,366.06
Net Income	<u>-23,941.31</u>	<u>-256,249.84</u>	<u>232,308.53</u>
Total Equity	<u>726,862.23</u>	<u>955,919.76</u>	<u>-229,057.53</u>
TOTAL LIABILITIES & EQUITY	<u>726,862.23</u>	<u>959,843.80</u>	<u>-232,981.57</u>

Bonded Debt Fund - Port of Newport
Balance Sheet
 As of December 31, 2014

	<u>Dec 31, 14</u>	<u>Dec 31, 13</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Gen Obligation Bond MM-OCB	269,553.68	259,123.87	10,429.81
Total Checking/Savings	<u>269,553.68</u>	<u>259,123.87</u>	<u>10,429.81</u>
Accounts Receivable			
Due from General Operating Fund	0.00	13,521.71	-13,521.71
Total Accounts Receivable	<u>0.00</u>	<u>13,521.71</u>	<u>-13,521.71</u>
Other Current Assets			
Property Tax Receivable	76,845.12	67,552.12	9,293.00
Total Other Current Assets	<u>76,845.12</u>	<u>67,552.12</u>	<u>9,293.00</u>
Total Current Assets	346,398.80	340,197.70	6,201.10
Other Assets			
Bond Issue costs, net of amort.	282,476.00	282,476.00	0.00
Total Other Assets	<u>282,476.00</u>	<u>282,476.00</u>	<u>0.00</u>
TOTAL ASSETS	<u><u>628,874.80</u></u>	<u><u>622,673.70</u></u>	<u><u>6,201.10</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Bonds Payable - Current	275,000.00	275,000.00	0.00
Total Other Current Liabilities	<u>275,000.00</u>	<u>275,000.00</u>	<u>0.00</u>
Total Current Liabilities	275,000.00	275,000.00	0.00
Long Term Liabilities			
2007 Series Bonds	4,311,895.00	4,311,895.00	0.00
2008 Series Bonds	4,414,904.00	4,414,904.00	0.00
2011 Series Bonds	5,267,831.00	5,267,831.00	0.00
Total Long Term Liabilities	<u>13,994,630.00</u>	<u>13,994,630.00</u>	<u>0.00</u>
Total Liabilities	14,269,630.00	14,269,630.00	0.00
Equity			
Bonded Debt Fund Balance	1,108,548.00	1,108,548.00	0.00
Retained Earnings	181,266.05	126,399.84	54,866.21
Opening Balance Equity	-15,156,375.83	-15,156,375.83	0.00
Net Income	225,806.58	274,471.69	-48,665.11
Total Equity	<u>-13,640,755.20</u>	<u>-13,646,956.30</u>	<u>6,201.10</u>
TOTAL LIABILITIES & EQUITY	<u><u>628,874.80</u></u>	<u><u>622,673.70</u></u>	<u><u>6,201.10</u></u>

Insurance Summary

Included in this motion are three insurance policies for the Port of Newport.

- 1) General Liability and Property Liability provided by Special District Insurance services at a total cost of \$133,822. The policy period is from 01/01/2015 through 12/31/2015.

- 2) Marine Liability Insurance for our Tug, Skiff and Floating Docks provided by Servco Pacific insurance at a total cost of \$37,634.64. The policy period is from 01/01/2015 through 12/31/2015.

- 3) Flood and Earthquake Insurance for NOAA Docks provided by Landmark American Insurance Company at a total cost of \$77,251.50. The policy period is from 01/06/2015 through 01/06/2016.

My recommendation is to approve all three policies.

SDIS

INVOICE

Date 10-Dec-14

Name: Port of Newport
 Participant: 600 SE Bay Blvd
 Newport, OR 97365

Agent: PayneWest Insurance-Newport
 P.O. Box 830
 Newport, OR 97365

Invoice #	Entity ID	Effective Date	Expiration Date	Invoice Date
30P16278-191	16278	01-Jan-15	31-Dec-15	10-Dec-14

2015 Longevity
 Credit Amount

Coverage	Contribution
General Liability	
General Liability Contribution	\$57,240
Less Best Practices Credit	(\$4,820)
Adjusted Contribution	\$52,420
Auto Liability	
Auto Liability Contribution	\$1,452
Less Best Practices Credit	(\$116)
Adjusted Contribution	\$1,336
Non-owned and Hired Auto Liability	\$150
Auto Physical Damage	\$496
Hired Auto Physical Damage	\$0
Excess Liability	\$2,300
Property	
Property Contribution	\$62,198
Less Best Practices Credit	(\$4,976)
Adjusted Contribution	\$57,222
Earthquake	\$4,690
Flood	\$2,350
Equipment Breakdown / Boiler and Machinery	\$12,217
Crime	\$641
Total:	\$133,822

Coverage is provided for only those coverages indicated above for which a contribution is shown or that are indicated as "included." Your payment evidences "acceptance" of this renewal. Please use the payment coupon on the following page to help us apply your payment correctly.

Payment instructions are on the following page.



RSUI Group, Inc.
15303 Ventura Boulevard
Suite 500
Sherman Oaks, CA 91403
(818) 922-6700

December 18, 2014

CRC Insurance Services
1909 214th Street, SE
Suite 200
Bothell, WA 98021

ATTENTION: NATALIE SIENKIEWICZ

RE: Property Binder

Policy Number: LHQ420697
Renewal of: LHQ419808
Company: Landmark American Insurance Company - (Best rating: A+ XIII)
Coverage: Property

Insured: Port of Newport
Newport, OR

Policy Dates: January 06, 2015 - January 06, 2016

Property Limits: \$5,000,000 per occurrence & annual aggregate applying separately to Flood and Earthquake, subject to conditions of the Scheduled Limit of Liability form

Valuation: Replacement Cost

Total Insured Value: \$17,018,643 per Statement of Values on file with Company submitted 12/04/2014

Coverages:

- Docks including structures/buildings on the dock

Perils: Difference in Conditions Including Flood & Earthquake

- Excluding Earthquake Sprinkler Leakage
- Excluding Terrorism

Form: RSUI Forms

Deductible: **All Covered Perils** - \$25,000 Per Occurrence (Property Damage),
except

Flood - \$500,000 Per Occurrence (Property Damage)

Earthquake - 5.00% *, subject to a minimum of \$50,000 per occurrence (Property Damage)

* If the Deductible is expressed as a percentage (unless otherwise stated), the Deductible is calculated separately for and applies separately to each building that sustains loss or damage, the personal property at each building at which there is loss or damage to personal property, Personal property in the open, Business Income and Extra Expense. If there is damage to both a building and personal property in that building, separate deductibles apply to the building and

to the personal property.

Remarks: THE PREMIUM AMOUNT DOES NOT INCLUDE SURPLUS LINES TAX.
YOUR OFFICE IS RESPONSIBLE FOR THE COLLECTION AND FILINGS.

Policy Attachments

- Exclusion And Limited Additional Coverage - Electronic Data RSG 94030 1003
- Exclusion And Limited Additional Coverage For Fungus RSG 96004 0210
- Exclusion of Pathogenic or Poisonous Biological or Chemical Material RSG 96014 0504
- Exclusion Of Terrorism RSG 96005 0814
- Scheduled Limit Of Liability RSG 94060 1004

Premium Amount

Premium:	\$75,000.00
Gross Premium:	\$75,000.00
Minimum Earned Premium:	25.00%

Comments:

Coverage has been "rejected" by the insured for all acts of terrorism including but not limited to those that are certified by the Secretary of the Treasury under the Terrorism Risk Insurance Act.

Please read all terms and conditions shown above carefully as they may not conform to specifications shown on your submission.

Coverage bound herewith shall be subject to all terms and conditions of the policy to be issued which, when delivered, replaces this binder.

Please consider this your invoice for accounting purposes. Payment is due 45 days from the end of the month in which the policy is effective. Remit payment to RSUI Group Inc., P.O. Box 932995, Atlanta, GA 31193-2995.

This Binder is valid for 90 days from the effective date.

We greatly appreciate your business.

Bill Duncan





INVOICE

1135521

Newport
PO Box 830
Newport, OR 97365
(541) 265-7768
lflores@paynewest.com

12/19/2014

RECEIVED

DEC 22 2014

PORT OF NEWPORT

TO: Port of Newport 600 SE Bay Blvd Newport, OR 97365	FOR: Insurance Company: Landmark American Ins Co Policy Number: LHQ419808 Policy Type: Difference in Conditions Effective: 1/6/2015 to 1/6/2016
---	--

DESCRIPTION	AMOUNT
Difference in Conditions Policy Renewal 1/6/15 – 1/6/16	\$ 77,251.50
TOTAL	\$ 77,251.50

Make all checks payable to **PayneWest Insurance**
If you have any questions concerning this invoice, please contact our office.

Thank you for your business!





Newport Office
Yaquina Insurance
TEL 541-265-5955
FAX 866-228-4006
PO Box 1730
1231-A SE Bay Blvd
Newport, OR 97365

Port of Newport
600 SE Bay Blvd
Newport, OR 97365

December 30, 2014

RE: MARINE LIABILITY INSURANCE RENEWAL

Dears Kevin and Steve,

We hope this finds you both well. Happy New Year!

We are pleased to provide underwriters renewal terms to you. Please note everything is the same as last year with the exception of the Tower's Liability quote. You don't currently have this coverage, but as your operation may include towing a vessel or two from one location to another, you may want to consider adding it. Currently you have no coverage for the towed vessel should something occur.

Floating Docks

Limit of Liability	\$3,000,000.00 any one occurrence/accident
Deductible	\$ 10,000.00 per occurrence
Annual Premium	\$ <u>30,000.00</u>

Scheduled Vessels: 34' Tug MILDRED C and SERVICE SKIFF

Insured/Agreed Value	\$ 15,000.00 Tug MILDRED C / \$ 13,000 SERVICE SKIFF
Deductible	\$ 1,000.00 per occurrence
Annual Premium	\$ <u>1,401.00</u>

Protection & Indemnity Scheduled Vessels (note, no coverage for Port of Newport Employees or Crew)

Limit of Liability	\$2,000,000.00 any one occurrence
Deductible	\$ 1,000.00 per occurrence
Annual Premium	\$ <u>5,000.00</u>

Marine Pollution Liability – Scheduled Vessels

Limit of Liability	\$2,000,000.00
Deductible	\$-0-Clean Up / \$1,000 Federal, State, Local Fines
Annual Premium	\$ <u>1,233.64</u>

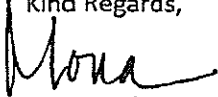
Optional/New coverage: Tower's Liability

Limit of Liability	\$1,000,000.00 Included at no additional premium for this Limit of Liability
Limit of Liability	\$2,000,000.00, additional premium: \$250.00

Total Annual Premium with Tower's Liability \$1,000,000 limit \$37,634.64

Total Annual Premium with Tower's Liability \$2,000,000 limit \$37,884.64

We are standing by for any questions you may have. Thank you for this opportunity to be of service.

Kind Regards,

Mona Holmes
/mth

2014 RESTATEMENT AND MODIFICATION OF LEASE

Dated November 1, 2014

RECITALS

1. On November 1, 1987, The Port of Newport, an Oregon port organized and existing by virtue of ORS Chapter 777, hereinafter referred to as Lessor, entered into a lease (a copy of which is attached hereto as Exhibit A) with The Bank of Newport, which through various assignments has been most recently assigned by Assignment of Lease (a copy of which is attached hereto as Exhibit B) dated November 28, 2006 and consented to by the Port on January 26, 2011 to Jerry D. Powell and Barbara L. Powell, hereinafter referred to as Lessee.
2. The present description of the premises is as provided in the November 1, 1987 lease, hereinafter referred to as the Lease.
3. The Lease called for options to extend for additional terms, which in fact, were exercised. The final lease extension expired 12:01A.M., November 1, 2014.
4. Subsequent thereto the parties have relied on the holdover provision of the Lease and desire to continue with the current lease terms, except as modified herein.
5. The parties desire to execute this Restatement and Modification of Lease; and as a result, the existing Lease consists of the November 1, 1987 lease as modified by this 2014 Restatement and Modification of Lease. These documents provide for the Lessee having the benefit of the lease for an additional ten years. In consideration, rent shall not be adjusted below the previous year's rent amount regardless of the terms of the 1987 lease. All other provisions are restated and agreed upon. All previous assignments, modifications and extensions are hereby merged into this agreement and from now on, the lease agreement will be known as the 2014 Lease. The provisions of the 1987 lease are hereby restated and amended only as provided herein.

NOW THEREFORE, THE PARTIES DO HEREBY COVENANT AND AGREE AS FOLLOWS:

1. The term presently in effect for the Lease as hereinabove described ended November 1, 2014.
2. Lessee desires to continue leasing the premises under the terms and in the manner provided in the 1987 lease.
3. The parties covenant and agree that the term of the Lease shall be extended until 12:01 A.M., November 1, 2024.
4. In consideration for the additional ten year term, the parties agree that the rent shall not be adjusted below the previous year's rent amount regardless of the terms of the 1987 lease to the contrary.

5. All other provisions of the 1987 lease are hereby restated and agreed upon.


IN WITNESS WHEREOF, the parties have executed this 2014 Restatement and Modification of Lease on this date.

1/23/2015

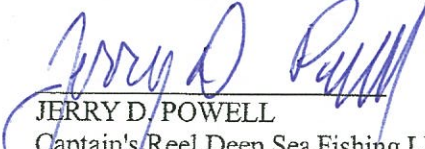
Dated


LESSOR:
PORT OF NEWPORT

BY


PORT OF NEWPORT
600 SE Bay Blvd.
Newport, OR 97365

LESSEE:


JERRY D. POWELL
Captain's Reel Deep Sea Fishing LLC
343 S.W. Bay Blvd.
Newport, OR 97365


BARBARA L. POWELL
Captain's Reel Deep Sea Fishing LLC
343 S.W. Bay Blvd.
Newport, OR 97365

**PORT OF NEWPORT
SPECIAL USE PERMIT**

This permit effective January 16, 2015 from the PORT OF NEWPORT, organized and existing under the laws of the State of Oregon, hereinafter referred to as "Port", to "Moxie Pictures", hereinafter referred to as "Permittee".

Port hereby grants permission to Permittee to use the designated hoist dock area for filming purposes only. Use of designated area by Permittee is for no longer than 16 days, ending January 31, 2015. Permit is subject to the rules and regulations, and ordinances of the Port of Newport, and subject to the following terms and conditions:

1. A non-refundable security deposit in the amount of \$250.00 to secure compliance by Licensee of each and every term and provision of this special use permit, including but not limited to clean up.
2. Reservation of Rights. Port reserves the right to alter or amend the terms and conditions of this permit.
3. Liability; Indemnity of Port. Permittee agrees to exercise due care in the commercial activities described above and to abide by all Port rules and regulations, and ordinances. Permittee shall indemnify and hold Port harmless from and against all claims, actions, proceedings, damages and liabilities, including attorney fees, arising from or connected with Permittee's use of Port facilities. Permittee will carry a comprehensive general liability insurance policy with limits not less than \$1,700,000 per each occurrence and provide Port with a certificate of insurance naming the Port as an additional insured.
4. Limitation of Port's Liability. Permittee acknowledges that Permittee has inspected the grounds and related facilities and is satisfied that these facilities are adequate for safe use for the above-mentioned purpose. This permit is not a contract. Port's liability is limited to its sole negligence. Port's employees will make reasonable efforts to contact Permittee and notify Permittee of conditions requiring Permittee's attention, but Port assumes no responsibility of Permittee's use of the Port's facilities.
5. Nontransferability; Term. This permit is nontransferable. This permit expires January 31, 2015, at 7:00 p.m.
6. It is understood that this area is an active commercial area and Permittee must not hinder in the activities of ongoing normal activity within the area.

IN WITNESS WHEREOF, the Port has caused this permit to be issued on the date indicated above.

PORT OF NEWPORT:
600 S.E. Bay Boulevard
Newport, OR 97365

By: _____
Kevin Greenwood, General Manager

Accepted by:

Moxie Pictures
5890 W. JEFFERSON BLVD
LA, CA 90046

By: 
Barry Heaps

ATTACHMENT
c: Kevin Bryant, Harbormaster
Port Security



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/12/15

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Taylor & Taylor Ltd. 15060 Ventura Boulevard Suite 201 (License #0731414) Sherman Oaks CA 91403-2436	CONTACT NAME: Darren Rosenbaum PHONE (A/C No. Ext): (818) 981-9700 FAX (A/C No.): (818) 981-9703 E-MAIL ADDRESS: drosenbaum@taylorinsurance.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED Moxie Media 5890 West Jefferson Boulevard Los Angeles CA 90016	INSURER A: Vigilant Insurance Company NAIC #: 20397	
	INSURER B: Federal Insurance Company NAIC #: 20281	
	INSURER C: Chubb National Insurance NAIC #: 10052	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			79538362	11/2/2014	11/2/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ Included
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						\$
B	AUTOMOBILE LIABILITY			79538360	11/2/2014	11/2/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input checked="" type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB			79538361	11/2/2014	11/2/2015	EACH OCCURRENCE \$ 10,000,000
	<input type="checkbox"/> EXCESS LIAB	<input checked="" type="checkbox"/> OCCUR					AGGREGATE \$ 10,000,000
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH)		<input type="checkbox"/> Y <input type="checkbox"/> N				OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
C	Production Package			79566799	11/2/2014	11/2/2015	See Attached

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Certificate Holder is included as Additional Insured on the General Liability Policy with respect to claims arising out of the negligence of the Named Insured.

CERTIFICATE HOLDER PORT OF NEWPORT 600 S.E Bay Blvd Newport Oregon 97365	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE D Rosenbaum/DARREN <i>Darren Rosenbaum</i>

IT Analysis

Scope of Work:

This project includes upgrading ten workstations with Dell Optiplex 3020 operating systems and Office 2013 software. It also includes updating the main server with the latest software (Windows server 2012 R2) and ensuring all computers are connected to the main server. The project will increase efficiencies by increasing operating speeds, sharing information and providing the latest version of software to create and send files. All hardware comes with a three year warranty.

Budget:

The Port Budgeted \$27,500 for IT Hardware and Software and has spent \$2,000 year to date, leaving \$25,500.

Vendor	HC Networks	Oregon Coast Tech	CoastCom
Hardware & Software*	9,358	15,350	10,233
Server Update**	2,065	1,530	2,801
Labor	2,800	4,770	2,749
Total	14,223	21,650	15,783

* The Hardware and Software are the exact same for HC Networks and CoastCom. Oregon Coast Tech has included a different model for its hardware which retails for \$150 more, a total of \$1,500.

Based on the quotes received from the vendors and the vetting of references, the Port recommends using HC Networks for this project.



ESTIMATE

HC Etc., Inc
 110 SE 123rd St, South Beach, OR 97366
 541-272-0820
 harlyn@hcectc.com

DATE: JANUARY 5, 2015

EXPIRATION DATE FEBRUARY 4, 2015

TO Port of Newport
 600 SE Bay Blvd.
 Newport, OR 97365
 541-265-7758

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Harlyn Jenkins	Server/Network Upgrade	50% deposit, balance Net 30	

QTY	DESCRIPTION	PART NUMBER	
10	Dell OptiPlex 3020 Core i5 3.3, 8GB RAM, 500GB HD, Windows 7	05WX1W	6499.90
10	Office 2013 Standard (Volume Licensing)	M5013S	2858.10
1	Server 2012 R2 (Volume Licensing)	M5512S	864.57
1	Desktop Central (up to 25 users)	DCFE	0.00
50	Install / Config Hours	LABOR	4000.00
	Parts Subtotal		10222.57
	Labor Subtotal		4000.00
		SUBTOTAL	14222.57
		SALES TAX	0.00
		TOTAL	14222.57

Additional Notes:

- Port of Newport is responsible for all additional power outlets. All efforts will be made to use existing outlets.
- Labor hours are estimated. Actual hours worked will be billed.
- See project scope and notes for additional information

CoastCom Inc

Connecting Coastal Communities!



Quote

Port of Newport
600 SE Bay Blvd.
Newport, OR 97365
541-265-7758

11714B

Jan 16, 2015

10 Workstations/Network Overhaul

Estimated # of Hours	Service Description	Unit price	Total
17.50	Install 10 workstations *See Scope of Project	\$ 125.00	\$ 2,187.50
15.00	Overhaul Network, Servers, Interconnect offices, etc. * See Scope of Project	\$ 125.00	\$ 1,875.00
4.50	Existing 3 workstations at SB Marina *See Scope of Project	\$ 125.00	\$ 562.50
			\$ 0.00

Quantity	Item	Description	Unit Price	Total
10.00	Optiplex 3020	i5-3.30GHz/Win7Pro/8GB/500GB/8X-DVDROM/3YR Warranty	\$ 1,023.33	\$ 10,233.30
		Office 2013 Home & Business/Win8.1 Upgrade		\$ 0.00
1.00	Server License	*Server 2012 R2 Server License	\$ 925.00	\$ 925.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
		*Optional/Not required. Prices may vary.		\$ 0.00
			Subtotal	\$ 15,783.30
			Shipping	
			Due Upfront	\$ 11,158.30
			Balance	\$ 4,625.00

Quote is valid for 30 days.

Quote prepared by: David X Alvarez

This quote on services and products listed above are subject to the conditions noted below:

This quote is good for 30 days from the date above. Once product(s) are installed they are covered by the manufactures expressed warranty, no other warranty is expressed or implied. Service hours are approximations only.

To accept this quote, sign here and return: _____ Date: _____

151 East Olive Street
Newport, Oregon 97365

Ph: 541.574.4210
Fx: 541.265.8946
E-mail: david@coastcom.net

10 Workstations - \$17250.00

10 Office 2013 - \$2600.00

Network Equipment and setup for connecting Main Office to South Beach \$810.00

Initial Server cleanup tasks \$720.00

Setup Windows 8 machine at South Beach to Operate on the Network \$270.00

Total Project Costs: \$21650.00

I did see yesterday the limited space on the C Drive on the server that Barb had mentioned to me previously. That would be one of the clean-up items we would take care of with the initial server tasks.

Let me know if you have any questions.

Thanks,

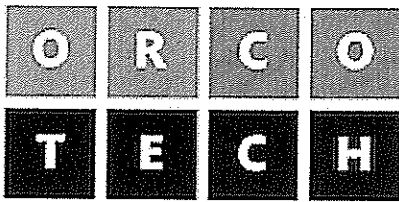
Curt

Curt Abbott

President

Oregon Coast Technology

541-351-8947 Ext. 601



www.orcotech.com



SALMON
Enchanted Evening
4th of July Gourmet Feast Complete with Fireworks

**The All American salute to the All American
*Oregon Wild-Caught Salmon!***

Gourmet Salmon Feast – Fireworks Included!

**Saturday, July 4th – 6:00p.m. - 11:00p.m.
Port of Newport (South Beach)**

Presented by



TROLL SALMON
QUALITY IS KING
OREGON SALMON COMMISSION



Special Added *Dessert* Attraction presented by



**SWEETER.
REDDER.
SIMPLY
BETTER.**

Oregon Strawberry Commission

Proposal:

A public celebration of Oregon wild-caught salmon on the 4th of July!

1. An evening featuring four or five delicious salmon recipes prepared by professional chefs, local fishermen, etc.
2. Dessert prepared and provided by the Oregon Strawberry Commission.
3. 4th of July fireworks from one of the best views on the bay (Port property next to NOAA MOC-P)

Proceeds benefit the Newport Food Pantry & Operation Backpacks emergency food programs for families and children in the city.

Overview:

An evening to focus on our wild-caught salmon in various gourmet dishes prepared by chefs, professional or amateur. A delicious way to explore the variety of ways to prepare salmon. "*Getting salmon into the mouths of the public*" is one very marketable and promotable aspect provided by this event.

Public pays to dine on salmon recipes prepared by various means such as bbq, pan fry, Native American style, etc. Added to the menu would be side dishes with dessert provided by the *Oregon Strawberry Commission* (such as strawberry shortcake).

Wine would be provided along with soft drinks & water provided at no charge.

Other evening highlights:

Live music (Lincoln City Pops)

Drawings

Classic Car Show – American Street Masters (Albany) & Bay City Cruisers

Salmon product sales (with samples)

Cooking demonstrations (with samples)

Production Team:

Jim Myers, Newport Food Pantry/Operations Snackpacks – *Executive Producer*

Nancy Fitzpatrick, Oregon Salmon Commission

(same team that produces the Great Albacore Tuna BBQ Challenge weekend)

Salmon Run:

Kicks off this special “salmon day” with a 5k, 10k, 15k run/walk along the beach starting & finishing at the event venue in South Beach. Although this is a separate event, it will be tied together to the evening main event.

Suggested ticket price: \$25 adults (21 over event) **Project ticket sales:** 500 - 550



July 4 – 2015

August 7, 8, 9 – 2015



Kevin Greenwood

From: nanjfitz@gmail.com on behalf of Nancy Fitzpatrick <nancy@oregonsalmon.org>
Sent: Tuesday, December 02, 2014 5:44 PM
To: Kevin Greenwood
Subject: Fwd: The Newport Food Pantry Financials For Oregon Albacore Commission
Attachments: Newport Food Pantry 990.pdf

Kevin,

Here is the email I received from The Food Pantry with information on what they have done and their latest federal financials.

I reviewed the federal 990 form. Total expenses for 2013 were \$307K, with food distribution of \$269K for a percentage of 87.5% of all income going to the various food programs. Katherine's salary of 21K is about 6.8% of the total assets and seems very reasonable.

Please feel free to pass this along to your commissioners.

Nancy

Nancy Fitzpatrick, Executive Director
Oregon Salmon Commission
Oregon Albacore Commission
P.O. Box 983
Lincoln City, OR 97367
[541-994-2647](tel:541-994-2647) Ph/Fax
www.oregonsalmon.org
www.oregonalbacore.org
www.seafoodoregon.org
nancy@oregonsalmon.org

----- Forwarded message -----

From: James Myers <beachbumjimbob@gmail.com>
Date: Tue, Oct 28, 2014 at 8:08 AM
Subject: Fwd: The Newport Food Pantry Financials For Oregon Albacore Commission
To: Nancy Fitzpatrick <nancy@oregonsalmon.org>

----- Forwarded message -----

From: katherine myers <kmyers@newportfoodpantry.org>
Date: Mon, Oct 27, 2014 at 6:46 AM
Subject: The Newport Food Pantry Financials For Oregon Albacore Commission
To: James Myers <beachbumjimbob@gmail.com>

Hi, Jim

I've attached the 2013 Form 990 which contains the financial data for the Newport Food Pantry.

A brief history of the organization:

The Newport Food Pantry formed in April of 2011 and, in the first five months of operation, raised sufficient resources (both monetary and in kind) to set up a building (recycled portable classroom) on the property of First Presbyterian Church.

Our primary mission is to distribute food to needy individuals and families. In our first full year of operation, we served 8,888 people with more than 200,000 pounds of food. The number of people we serve has remained stable over the years. The number of pounds we distribute has decreased, due mainly to the fact that we provide access to more fresh produce which does not weigh as much as canned items.

In May of 2011, we began cultivating a 2200 square foot garden space on the property of First Presbyterian church in order to grow fresh produce to distribute at the pantry. We have also been able to make plots and seeds available to several pantry families so they can participate in growing their own vegetables.

In March of 2012, we began hosting a monthly Read & Feed event in coordination with the Homeless Education and Literacy Project. Families with children come and enjoy a healthy meal, participate in reading and craft activities, and take home books to add to their personal libraries.

In September of 2012, we took over the Operation Backpacks program, distributing weekend food to children in need at Head Start, Sam Case, Newport Intermediate, Newport Prep Academy, and Newport High School. Each week, we distribute 60 - 80 packs of food that provide an easy to prepare breakfast, lunch, and two snacks. Statistics show that children who participate in this program show a marked improvement in behavior, academic performance, and attendance.

I hope this information proves helpful. I will be happy to answer any additional questions that anyone on the Oregon Albacore Commission might have. We very much appreciate their participation in the Great Albacore Tuna BBQ Challenge. In addition to benefiting the Newport Food Pantry, we believe it is a wonderful event that helps celebrate the sacrifice and contribution of the fishing industry to our community.

Sincerely,

Katherine Myers

Newport Food Pantry
& Operation Backpacks

[541-270-0842](tel:541-270-0842)

227 NE 12th Street, Newport, OR 97365

kmyers@newportfoodpantry.org

www.newportfoodpantry.org

www.facebook.com/NewportPantry

Kevin Greenwood

From: nanjfitz@gmail.com on behalf of Nancy Fitzpatrick <nancy@oregonsalmon.org>
Sent: Tuesday, December 02, 2014 5:44 PM
To: Kevin Greenwood
Subject: Salmon event in July
Attachments: Salmon Enchanted Evening.pdf

Kevin,

Thanks for calling today and asking about the OSC's involvement in Jim's proposed event.

As I told you over the phone, Jim visited our November 7 OSC meeting with the attached proposal. Commissioners asked questions about the event and where the money raised would go. (See my next email with information/financials for the Food Pantry.)

On page 3 you can see that he asked the OSC to provide the salmon to the chefs, and provide \$2,000 to help cover some of the costs (listed under Projected Costs). He will fundraise for the rest of the needed money. Jim has me listed as producer under Production Committee - I cannot be a producer, but I will assist.

After seeing the financials and the proposal, the OSC voted unanimously to support the event with funds not to exceed \$10,000 (\$2,000 for costs, with the remainder - as necessary - to buy the salmon). Several commissioners even volunteered to be part of the planning committee.

Of course, this is all contingent on the approval of the port for the date and location.

Please feel free to share this email with your commissioners.

If you have questions, please let me know.

Thanks,
Nancy

Nancy Fitzpatrick, Executive Director
Oregon Salmon Commission
Oregon Albacore Commission
P.O. Box 983
Lincoln City, OR 97367
[541-994-2647](tel:541-994-2647) Ph/Fax
www.oregonsalmon.org
www.oregonalbacore.org
www.seafoodoregon.org
nancy@oregonsalmon.org

Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2013

Department of the Treasury Internal Revenue Service

Do not enter Social Security numbers on this form as it may be made public. Information about Form 990 and its instructions is at www.irs.gov/form990.

Open to Public Inspection

A For the 2013 calendar year, or tax year beginning, 2013, and ending

B Check if applicable: Address change, Name change, Initial return, Terminated, Amended return, Application pending. C NEWPORT FOOD PANTRY, P O BOX 1415, NEWPORT, OR 97365. D Employer Identification Number 45-2049464. E Telephone number 541-270-0842. G Gross receipts \$ 321,311. F Name and address of principal officer. SAME AS C ABOVE. I Tax-exempt status. J Website: NEWPORTFOODPANTRY.ORG. K Form of organization. L Year of formation: 2011. M State of legal domicile: OR.

Part I Summary

Table with 3 columns: Description, Prior Year, Current Year. Rows include: 1 Briefly describe the organization's mission... TO ELIMINATE HUNGER IN NEWPORT, OREGON THROUGH OFFERING A THREE OR FOUR DAY EMERGENCY SUPPLY OF FOOD ONCE PER MONTH TO RESIDENTS WHO NEED OUR HELP. 2-7a Governance and financial data. 8-19 Revenue and expenses. 20-22 Assets and liabilities.

Part III Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge. Sign Here: Lauren K Jones, President, 5/10/2014. Paid Preparer Use Only: JAMES A. RITACCO, RITACCO AND COMPANY, PO BOX 742, NEWPORT, OR 97365, 5/10/14.

May the IRS discuss this return with the preparer shown above? (see instructions) [X] Yes [] No



600 S.E. Bay Blvd., Newport, OR 97365 / (541) 265-7758 / www.portofnewport.com

December 18, 2014

Spencer Nebel, City Manager
City of Newport
169 SW Coast Hwy.
Newport, OR 97365

RE: FERRY SLIP ROAD IMPROVEMENTS

Spencer,

The Port of Newport would like to express some concern about the proposed multi-use plan along the west side of Ferry Slip Rd.

The Port's RV Park Annex (3.5 acres) is located along the road and has been identified as a potential parcel for commercial or industrial re-development. Zoning and transportation issues aside, truck traffic could be accessing Ferry Slip Rd., which would increase potential conflict with bike and/or pedestrians being directed along that side of the road.

As an alternative, the Port would recommend placing the multi-use trail along the east side of Ferry Slip Rd. with a crossing located closer to the Aquarium entrance.

The port commission understands that we were involved in the original discussion about the multi-use trail years ago. However, the long-term development potential that has most recently been identified for the site may result in increased conflicts between pedestrian/bicycle usage and commercial truck traffic.

We are willing to sit down and discuss these issues with you and hope that our concerns can be shared with the decision makers.

Sincerely,

Kevin M. Greenwood, General Manager

cc: Port Commission

Port of Newport

NOAA Fund

December 9, 2014 to January 13, 2015

Date	Num	Name	Memo	Amount
12/9/14	12554	Chase-Visa	VOID: Hippo Hardware Support	0.00
12/9/14	12555	Lincoln County Public Works	Fuel	25.68
12/9/14	12556	Platt Electrical Supply, Inc.	Florescent Lamps	167.58
12/9/14	12557	Staples Credit Plan	Ink Cartridges	161.56
12/9/14	12558	TCB Security Services Inc	Elevator Phone Monitoring NOAA	20.00
12/9/14	12559	Chase-Visa	VOID: Waterproof labels	0.00
12/9/14	12560	Chase-Visa	Hippo Hardware & Water Proof Labels	246.90
12/9/14	12561	Thompsons Sanitary Service	Disposal & 20YD Dumpster plus extra tub picl	380.45
12/15/14	12562	Central Lincoln PUD	Monthly Electric	76.41
12/15/14	12563	Ultimate Pest Control, LLC	Monthly Pest Service	125.00
12/23/14	12564	G & K Floors	Janitorial Services	450.00
12/23/14	12565	Pacific Habitat Services, Inc.	Eel Grass Monitoring Report	835.50
12/23/14	12566	PayneWest Insurance	Insurance Renewal Business CDIC	77,251.50
12/23/14	12567	Verizon Wireless	Phone charges	61.63
12/23/14	12568	Williams Scotsman Inc	Rent Mobile Office	291.04
12/15/14	12569	Dept of Consumer & Business Services	Elevator operating permit renewal	197.12
12/15/14	12570	Grainger	48" Sweeper	4,547.00
12/15/14	12571	U.G. Cash & Carry	Brushes, Misc Supplies	14.49
12/30/14	12572	AVS Elevator	Quarterly Service	487.26
12/30/14	12573	Newport Rental Service	Scissor Lift Rental	167.00
12/30/14	12574	T & L Chemical Toilet Service	Holding Tank Rental	35.00
12/31/14	12575	G & K Floors	Janitorial Services	450.00
1/7/15	12576	Barrelhead Supply, Inc.	Paint Brushes & Freeze Protection for Piped	72.96
1/7/15	12577	TCB Security Services Inc	Elevator Phone Monitoring NOAA	20.00
1/12/15	12578	MACPHERSON, GINTNER & DIAZ	Review of Professional Services	932.50
1/12/15	12579	Newport Auto Parts, Inc.	2 Fan Belts	20.21
1/12/15	12580	Road & Driveway	Lot Sweeping	150.00
1/12/15	12581	Thompsons Sanitary Service	Dec Service	269.75
1/13/15	12582	Bell Hardware of Eugene	Stainless steel door and wall protective kick p	2,015.00
1/13/15	12583	Pioneer Telephone Cooperative	Monthly Phone service	242.66
TOTAL				89,714.20



Operating Fund

December 9, 2014 to January 13, 2014

Date	Num	Name	Memo	Amount
12/9/14	36256	ALSCO	Shop Towels, Shirt, Mats	239.84
12/9/14	36257	Carson Oil Company	Fuel	30.99
12/9/14	36258	Central Lincoln PUD	Monthly Electric	7,951.99
12/9/14	36259	CenturyLink - Business Service	Telephone	31.55
12/9/14	36260	Chase - Visa	Food For Meetings	68.99
12/9/14	36261	CoastCom Inc	Repaired Video	125.00
12/9/14	36262	Creative Landscape & Maintenance	Landscape Maintenance	1,200.00
12/9/14	36263	Design Space	Office Rental	835.00
12/9/14	36264	Direct TV	Monthly Cable SB Annex	310.91
12/9/14	36265	Industrial Welding Supply, Inc	Canvas Cover	75.50
12/9/14	36266	JC Market	Meetings & Gift Cards	661.18
12/9/14	36267	LazerQuick	Rite in Rain Paper	90.00
12/9/14	36268	Lincoln County Public Works	Fuel for Trucks	249.77
12/9/14	36269	MACPHERSON, GINTNER & DIAZ	Review General Business Admin	3,968.75
12/9/14	36270	Newport Auto Parts Inc	Ford Ranger Starter & Forklift Lights	174.80
12/9/14	36271	Platt	Hoist Dock Lighting, Bulbs & Ballast	1,441.46
12/9/14	36272	Sherwin Williams	Hi Temp Spray Paint and Brushes	94.35
12/9/14	36273	Staples	Paper, Ink Cartridges	462.11
12/9/14	36274	TCB Security Services, Inc	Monthly Security contract	6,516.00
12/9/14	36275	Uniform Warehouse	Guard Shack	4,499.98
12/9/14	36276	Wolseley Industrial Group	Plumbing Supplies for F-dock	152.59
12/9/14	36277	Business Oregon-OBDD	Loan # 520161	4,463.00
12/9/14	36278	Central Lincoln PUD	Monthly Electric Service	3,653.67
12/9/14	36279	Thompson's Sanitary Service, Inc	Monthly Disposal Service	3,202.02
12/15/14	36280	Employee	Mid Month Draw	100.00
12/15/14	36281	Employee	Employee Draw	450.00
12/15/14	36282	Employee	Mid Month Draw	500.00
12/15/14	36283	Employee	Mid Month Draw	300.00
12/15/14	36284	Employee	Mid Month Draw	475.00
12/15/14	36285	Employee	Mid Month Draw	500.00
12/15/14	36286	Employee	Mid month Draw	300.00
12/15/14	36287	Employee	Mid Month Draw	1,500.00
12/11/14	36288	Lawrence Brown	Refund Moorage D-68	1,428.34
12/15/14	36289	Secretary of State, Business Svc Div.	Audit Report	300.00
12/16/14	36290	Edwin Hood	RV/Marina Refund	677.36
12/16/14	36291	Mark Jones	RV/Marina Refund	622.96
12/16/14	36292	City of Newport	Room Tax	1,248.63
12/16/14	36293	Cardinal Services, Inc.	Temp Office Assistants	3,231.15
12/16/14	36294	Central Lincoln PUD	Monthly Electric Service	3,966.33
12/16/14	36295	Century Link	Monthly Telephone Charges	394.06
12/16/14	36296	CoastCom Inc	Internet and E-mail	712.00



Operating Fund

December 9, 2014 to January 13, 2014

12/16/14	36297	Dan Lais Equipment Surgery	Transition Plates for D + E Docks	482.50
12/16/14	36298	Grimstad & Associates	Audit Report 2014 In Progress	2,072.00
12/16/14	36299	Kevin Greenwood	Emp Contract Reimbursement	7,905.00
12/16/14	36300	Steve Larrabee	Boli Seminar	113.45
12/16/14	36301	Stone Crest Cellars	Catering for Holiday Party	812.00
12/16/14	36302	Toyota Financial Services	SB Forklift Payment + Interest	1,044.20
12/16/14	36303	Central Lincoln PUD	Monthly Electric Service	1,386.42
12/17/14	36304	Larry Owens	Moorage Refund Boat Never in	3,101.75
12/23/14	36305	Allegiance Benefit Plan Mgmt	Insurance Withholding	707.24
12/23/14	36306	Business Oregon-OBDD	Loan 655-36-02	7,800.28
12/23/14	36307	Central Lincoln PUD	Monthly Electric Service	1,785.19
12/23/14	36308	G & K Floors	Janitorial Services SB and Customs Trailer	2,000.00
12/23/14	36309	Great America Financial Services	Copier Lease	139.60
12/23/14	36310	Lincoln County Oregon	Terminal;Foul WX holding tank fees Building 1:	130.00
12/23/14	36311	NW Natural	SB Gas	460.42
12/23/14	36312	Verizon Wireless	Port cell phones	299.57
12/23/14	36313	Coastal Refrigeration	Maintenance	322.43
12/23/14	36314	News-Times	Save our Helo	799.00
12/23/14	36315	U.G. Cash & Carry	Coffee, Creamer, Stir Sticks, Clorox: NIT	110.68
12/30/14	36316	Aunt Belinda's Candy	Taffy for Boat Show	125.00
12/30/14	36317	Cedar Creek Quarries, Inc	Crushed Rock for Annex	622.41
12/30/14	36318	Coastal Paper & Supply, Inc.	Gloves, Trash Bags, Bleach	1,121.38
12/30/14	36319	Design Space	Customs Office	217.00
12/30/14	36320	Neofunds by Neopost	Admin Postage meter refill	600.00
12/30/14	36321	Pacific Coast Congress of	Membership Dues; Directory	245.00
12/30/14	36322	Suburban Propane	Fill Propane	503.84
12/30/14	36323	T & L Chemical Toilet Service	Chemical Toilets Bayfront	936.00
12/30/14	36324	Wolseley Industrial Group	Plumbing Supplies for F-dock	147.23
12/30/14	36325	David Elkus	Boat sold - Charge semi-annual	251.16
12/31/14	36326	Cardinal Services, Inc.	Temp Office Assistants	3,295.83
12/31/14	36327	G & K Floors	Janitorial Services SB and Customs Trailer	2,000.00
1/7/15	36328	Barrelhead	Bolts, Hose Bibs, & Teflon Tape	370.45
1/7/15	36329	Central Lincoln PUD	Monthly Electric Service	1,811.97
1/7/15	36330	CenturyLink - Business Service	Telephone	25.39
1/7/15	36331	Gray's Web Design	Web hosting renewal & Website Updates	870.00
1/7/15	36332	TCB Security Services, Inc	Monthly Security contract	6,516.00
1/8/15	36333	City of Newport	Monthly Water/Sewer Service	2,830.90
1/8/15	36334	Englund Marine Supply Co, Inc	Employee PFDs, Couplings, Nipples, Bolt Clarr	915.82
1/8/15	36335	City of Newport	Monthly Water/Sewer Service	2,875.35
1/8/15	36336	Oregon Coast Technology Inc	Copier-Printer Port Office	59.36
1/9/15	36337	JC Market	Supplies for Christmas party, Meetings & Office	86.22
1/9/15	36338	Newport Oregonian	Daily Paper Final Bill	35.30
1/9/15	36339	Pioneer Printing, Inc.	Business Cards & Envelopes	291.35
1/9/15	36340	Yaquina Bay Communications	Radio Ad Contracts	453.38



Operating Fund

December 9, 2014 to January 13, 2014

1/12/15	36341	Copeland Lumber Yards, Inc..	Coupling, Bushing, Teflon & Plumbers Tape	12.65
1/12/15	36342	Dahl & Dahl, Inc	CM Wood Clean Up	150.00
1/12/15	36343	MACPHERSON, GINTNER & DIAZ	Review General Business -PG	2,235.00
1/12/15	36344	Platt	2 Hand Dryers	849.02
1/12/15	36345	Thompson's Sanitary Service, Inc	Monthly Trash Service	4,644.20
1/12/15	36346	Dahl & Dahl, Inc	CM Wood Clean Up	224.09
1/13/15	36347	EMP Industries Inc	Nozzle-Rubber Replacement, 30' Hose	405.75
1/13/15	36348	Troyer's Marine Supply	Hose Fitting & 2" Cam locks	12.18
1/13/15	36349	Pioneer Telephone Cooperative	Monthly Telephone Service	225.94
1/13/15	36350	ALSCO	Shop Towels, Shirt, Mats	311.71
1/13/15	36351	Direct TV	Monthly TV Service	803.30
1/13/15	36352	Abby's Legendary Pizza	Pizza for Safety Meeting & Comm Work Sessic	68.00

TOTAL	125,825.19
--------------	-------------------

Port of Newport

Construction Fund

December 8, 2014 to January 13, 2015

Date	Num	Name	Memo	Amount
12/09/2014	11773	Staples Credit Plan	Tablets, Labels, Binders	64.79
12/11/2014	11774	Natt McDougall Company	VOID:	0.00
12/11/2014	11775	Natt McDougall Company	Mobilization for Dredging	77,926.71
12/23/2014	11776	News Times	Notice of Invitation to bid	186.53
TOTAL				78,178.03

**PORT OF NEWPORT
RESOLUTION NO. 2015-___**

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, the Port Commission feels that user fees should help to offset those costs related to the depreciation and on-going maintenance of the port; NOW THEREFORE,

THE PORT OF NEWPORT BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:

Section 1. Service Rates. Rates apply to all Port of Newport locations unless otherwise noted. Port owned equipment to be operated by port personnel. No forklifts or boom trucks not belonging to the port shall be operated on port property.

	OLD	NEW	+/-
A. <u>Forklift.</u> In addition to labor rate.			
1. Small. Toyotas.			
a. per hour.....	\$10.00	\$11.00	10%
b. minimum charge.....	\$ 6.25	\$ 7.00	12%
2. Large. All at International Terminal (IT).			
a. per hour.....	\$25.00	\$27.50	10%
b. minimum charge.....	\$15.00	\$16.50	10%
B. <u>Hoist Dock.</u> Tie up fee, per hour			
1. one hour minimum, up to 3 hrs.	\$35.25	\$36.25	3%
2. more than 3 hours.....	---	\$45.00	n/a
C. <u>Hoist Dock Cranes.</u>			
1. Large Capacity. In addition to labor rate.			
a. per hour.....	\$35.00	\$38.50	10%
b. minimum charge.....	\$27.00	\$29.75	10%
2. Launch Sail Boats. Includes recovery, per launch.....	\$40.00	\$41.25	3%
D. <u>Service Docks.</u>			
1. Swede's. In addition to moorage. daily moorage rate		same	0%
E. <u>City Water.</u> at city's rate			
F. <u>Fuel Surcharge.</u> International Terminal only. Per gallon	\$ 0.03	\$ 0.03	0%
G. <u>Electricity.</u> Swede's Dock, Dock 1, and IT. Per day charge.			
1. 208/220 v, single phase & 208 v three phase.	\$14.25	\$14.75	3%
2. 220 or 408/440v three phase.....	\$14.25	\$14.50	2%
3. PD 7 Service Dock, 110v pumps.....	\$ 6.00	\$ 6.25	4%
4. PD 7 Yard Charge, trucks	\$11.00	\$11.25	2%
H. <u>Hydraulic Crane.</u> In addition to labor rate. 30 ton capacity, per hour.....	\$125.00	\$128.75	3%
I. <u>Pump/Line Service.</u> Includes one Port employee only. Additional staff required will be billed at the established hourly labor rate. Per hour.....	\$55.00	\$56.75	3%
J. <u>Storage.</u>			
1. Outside Lot Storage. Charged monthly.			
a. per square foot	\$ 0.20	\$ 0.21	5%
b. minimum monthly charge.....	\$20.00	\$21.00	5%
c. boat trailer only, per night.....	\$ 2.00	\$ 2.06	3%
d. boat on trailer, per night, 10 days limit.....	\$ 7.00	\$ 7.21	3%

	OLD	NEW	+/-
2. Emergency Storage Fee. Per day billed as guest. For vehicles, boats or trailers prior to being considered unclaimed property in possession (ORS 98.245) Charge for improper use of parking lot (i.e. boat repair)	\$20.00	\$21.00	5%
K. <u>Gear Work.</u> 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	\$17.75	\$18.25	3%
2. Terminal Lot, per day. Short term use only. Deep-draft cargo has priority	\$17.75	\$18.25	3%
3. South Beach Marina, per day	\$17.75	\$18.25	3%
L. <u>Work Barge.</u> In addition to labor rate.			
1. Tug, per day.....	\$110.00	\$121.00	10%
2. Wood Barge, per day (tug extra)	\$21.00	\$23.00	10%
3. Skiff, per hour	\$12.00	\$13.00	8%
M. <u>Clean-up.</u> Fees will be charged for each man-hour at the established labor. Equipment charges are extra			
1. Oil Spills, per hour.....	\$82.00	\$90.00	10%
N. <u>Disposal Fees.</u>			
1. Just Oil, per gallon	\$ 0.28	\$ 0.29	4%
2. Oil-Water Mix, per gallon.....	\$ 0.72	\$ 0.74	3%
3. Net Disposal and/or Related Gear, per pound	\$0.155	\$0.160	3%
4. Garbage, per pound.....	\$0.105	\$0.110	5%
O. <u>Port Labor.</u> Includes administration staff.			
1. per hour; ½ hour minimum	\$46.75	\$49.00	5%
2. Overtime. Any services required outside the established working hours, unless otherwise posted, will be charged at one and one-half times (1.5) the normal rate for labor. Per hour	\$70.25	\$73.50	5%
3. Emergency Call-out. Any services requiring a port employee not currently on duty to report to duty after hours, will be charged at twice (2.0) the normal rate for labor. Per hour	n/a	\$98.00	n/a
P. <u>Pallet Charge.</u> Any Port owned pallet leaving yard, each.	\$ 5.15	\$ 5.30	3%
Q. <u>Dredge Spoils.</u> Includes state fees. Per cubic yard.....	\$ 2.00	\$ 2.00	0%
R. <u>Keys/Cards.</u>			
1. South Beach Facilities. Cards.			
a. original/first two.....	free	free	0%
b. replacement/additional.....	\$ 5.00	\$ 5.50	10%
2. Bay Front Facilities. Keys.			
a. original/first one	\$15.00	\$15.50	3%
b. replacement/additional.....	\$25.00	\$27.50	10%

Section 2. Bay Front Charges. Per linear foot. All charges for greater length between dock and boat.

A. <u>Moorage.</u> Per linear foot.			
1. Daily	\$ 0.42	\$ 0.44	5%
3. Calendar Month	\$ 7.78	\$ 8.00	3%
4. Semi-Annual	\$29.51	\$30.40	3%
5. Annual	\$39.17	\$40.35	3%
6. Live aboard. Monthly rate by agreement only.			
a. First person.....	\$47.00	\$48.41	3%
b. Each Additional	\$40.75	\$41.97	3%

B. <u>Annual Parking Permit</u> . Rate effective for calendar year starting July 1 st . Commercial Fisherman only	\$20.00	\$21.00	5%
		OLD NEW +/-	

Section 3. South Beach Charges. Per linear foot. All charges for greater length between dock and boat except for F-Dock which is boat length only.

A. <u>Moorage</u> . Per linear foot.			
1. Daily	\$ 0.60	\$ 0.62	3%
2. Weekly.....	\$ 3.60	\$ 3.71	3%
3. Calendar Month	\$ 9.22	\$ 9.50	3%
4. Semi-Annual	\$33.97	\$34.99	3%
5. Annual	\$53.75	\$55.36	3%
6. Live aboard. Monthly rate by agreement only.			
a. First person.....	\$47.00	\$48.41	3%
b. Each Additional	\$40.75	\$41.97	3%
B. <u>South Beach Charter Rates</u> .			
1. Annual Moorage, per linear foot (PONFC).....	\$41.53	\$42.80	3%
2. Charter License.....	\$300.00	\$309.00	3%
C. <u>Dock Box</u> .			
1. Purchase (at cost).....	\$280.00	\$288.40	3%
D. <u>Electrical Upgrade</u> . From 20 to 30 amp. One time	\$50.00	\$51.50	3%
E. <u>Line Replacement</u> . Per foot, per time	\$.50	\$.50	0%
F. <u>Launch Fee</u> .			
1. Daily	\$ 6.00	\$ 6.00	0%
2. Annual			
a. Resident.....	\$55.00	\$55.00	0%
b. Resident Senior.....	\$50.00	\$50.00	0%
c. Non-resident	\$75.00	\$75.00	0%

Section 4. Recreational Vehicle Park Fees.

A. <u>Peak Season (Summer)</u> . May 1 – October 31			
1. Pull Through and View Sites.			
a. Daily			
i. Regular	\$43.00	\$44.29	3%
ii. Good Sam.....	\$39.00	\$40.17	3%
b. Weekly			
i. Regular	\$261.00	\$268.83	3%
ii. Good Sam.....	\$236.00	\$243.08	3%
c. Monthly Rate	\$738.00	\$760.14	3%
2. Perimeter Sites.			
a. Daily			
i. Regular	\$41.00	\$42.23	3%
ii. Good Sam.....	\$37.00	\$38.11	3%
b. Weekly			
i. Regular	\$248.00	\$255.44	3%
ii. Good Sam.....	\$224.00	\$230.72	3%
c. Monthly Rate	\$743.00	\$765.29	3%
3. The Annex.			
a. Daily	\$32.00	\$32.96	3%
b. Weekly	\$195.00	\$200.85	3%
c. Monthly.....	\$584.00	\$601.52	3%
4. Dry Camping.....	\$18.00	\$18.54	3%

B. <u>Off Season (Winter)</u> . November 1 – April 30. No discounts during Seafood and Wine Festival.			
1.	Pull Thru and View Sites.		
	a. Daily		
	i. Regular	\$37.00	\$38.11 3%
	ii. Good Sam.....	\$34.00	\$35.02 3%
	b. Weekly		
	i. Regular	\$221.00	\$227.63 3%
	ii. Good Sam.....	\$200.00	\$206.00 3%
	c. Monthly Rate	\$633.00	\$651.99 3%
2.	Perimeter Sites.		
	a. Daily		
	i. Regular	\$34.00	\$35.02 3%
	ii. Good Sam.....	\$30.00	\$30.90 3%
	b. Weekly		
	i. Regular	\$201.00	\$207.03 3%
	ii. Good Sam.....	\$182.00	\$187.46 3%
	c. Monthly Rate	\$604.00	\$622.12 3%
3.	The Annex.		
	a. Daily	\$32.00	\$32.96 3%
	b. Weekly	\$195.00	\$200.85 3%
	c. Monthly.....	\$584.00	\$601.52 3%
4.	Dry Camping.....	\$18.00	\$18.54 3%
C. <u>Pet Fee</u> . Charged additionally.			
1.	Daily. First pet free; each additional.....	\$ 2.00	\$ 2.06 3%
2.	Weekly. First pet free; each additional.....	\$10.00	\$10.30 3%
3.	Monthly. Charged per pet including first.....	\$10.00	\$10.30 3%
D. <u>Individual Fee</u> . First two people free; each additional person charged.			
1.	Daily.	\$ 2.00	\$ 2.06 3%
2.	Weekly.....	\$10.00	\$10.30 3%
3.	Monthly.....	\$30.00	\$30.90 3%
E. <u>Vehicle Fee</u> . Any combination of three axle pieces of equipment (i.e. trailer, fifth wheel, truck/car, storage trailer). Charged for fourth piece.			
1.	Daily.	\$ 2.00	\$ 2.06 3%
2.	Weekly.....	\$10.00	\$10.30 3%
3.	Monthly.....	\$30.00	\$30.90 3%
F. <u>Non-Refundable Reservation Fee</u> .			
1.	Before 72 hours.	\$10.00	\$10.00 0%
2.	72 hours and after.....		first night's rate 0%
G. <u>Service Fee Reimbursement</u> . For electric pedestal amperage overloads. First service call included in base rate. All other service reimbursements may be charged at actual cost to port.			
		\$75.00	\$77.25 3%
H. <u>Laundry Machines</u> . per load.....			
		\$ 2.00	\$ 2.00 0%
I. <u>Process Fees</u> . Any additional fees incurred by the Port as part of an eviction process.			
1.	Notice.	\$50.00	\$50.00 0%
2.	FED Complaint.....	\$200.00	\$200.00 0%
3.	Court Hearing	\$165.00	\$165.00 0%
4.	Writ of Execution.....	\$140.00	\$140.00 0%

Section 5. Civil Penalties. Penalties found in PONFC (Sec. 7.4(a)). Paid in full.

A. <u>Class A Violation</u>			
1.	0-14 days, per day	\$300.00	\$300.00 0%
2.	15-29 days, per day	\$600.00	\$600.00 0%
3.	30+ days, per day	\$1,000.00	\$1,000.00 0%
B. <u>Class B Violation</u>			
1.	0-14 days, per day	\$150.00	\$150.00 0%
2.	15-29 days, per day	\$300.00	\$300.00 0%
3.	30+ days, per day	\$500.00	\$500.00 0%
C. <u>Class C Violation</u>			
1.	0-14 days, per day	\$30.00	\$30.00 0%
2.	15-29 days, per day	\$60.00	\$60.00 0%
3.	30+ days, per day	\$100.00	\$100.00 0%
D. <u>Class D Violation</u>			
1.	0-14 days, per day	\$15.00	\$15.00 0%
2.	15-29 days, per day	\$30.00	\$30.00 0%
3.	30+ days, per day	\$50.00	\$50.00 0%
E. <u>Parking Violation.</u> Per event, both vehicles and trailers			
		\$40.00	\$40.00 0%

Section 6. Administrative Fees. Staff may require payment or deposit in advance of service (ORS 192.440(4)(a)).

A.	<u>Copies.</u> Per page	\$0.25	\$0.25 0%
B.	<u>Research.</u> Written request required. Hourly rate. ½-hr. min.	\$46.75	\$48.25 3%
C.	<u>Computer Time.</u> Port operator. Hourly rate. ½-hr. min.	\$46.75	\$48.25 3%
D. <u>Faxes/Emailing.</u> Per Page			
1.	Local	\$ 1.00	\$ 1.00 0%
2.	Long Distance	\$ 1.50	\$ 1.50 0%
3.	Incoming	\$ 1.00	\$ 1.00 0%
E.	<u>Long Distance Phone Calls.</u>	\$ 2.00	\$ 2.00 0%
F.	<u>Lamination.</u> Per Page, letter size.....	\$ 2.00	\$ 2.00 0%
G.	<u>Notice Posting.</u> For non-payment of lease or moorage	\$60.00	\$60.00 0%
H.	<u>Failure to Register.</u> For research related to unregistered boats.....	\$30.00	\$30.00 0%
I. <u>South Beach Meeting Room.</u> Must be pre-arranged and authorized. Keys must be obtained and returned. Certain waivers.....			
		\$75.00	\$75.00 0%
J.	<u>Returned Check Fee.</u> Plus bank fees.	\$25.00	\$ 50.00 100%
K.	<u>Per Annum Interest Rate.</u> Applied to past due accounts.....	18%	18% 0%
L. <u>Collection Agency Mark-up.</u> Added to past due amount. (ORS 697.105).....			
		+40%	+40% 0%
M.	<u>POV Mileage Reimbursement Rate (IRS)</u>	current	current
N.	<u>Travel Reimbursement Rates</u> follow current IRS per diem rates http://www.gsa.gov/portal/category/104711	current	current
O.	<u>Impound Seizure Fee.</u> Vessel impounding.	\$550.00	\$600.00 9%
P.	<u>Special Use Permit Fee</u>	TBD	

Section 7. Insurance Certificate Limits.

A. Leases/Tenants.

1.	Each Occurrence	\$1.7MM	\$1.7MM	0%
2.	Damaged to Rented Premises (each occurrence)...	\$300,000	\$300,000	0%
3.	Medical Expense (any one person)	\$5,000	\$5,000	0%
4.	Personal & Adverse Injury.....	\$1.7MM	\$1.7MM	0%
5.	General Aggregate.....	\$1.7MM	\$1.7MM	0%
6.	Products – Comp/Op Agg	\$1.7MM	\$1.7MM	0%

B. Moorage/Vessels.

1.	Commercial Vessels			
	a. General Liability			
	i. Protection & Indemnity / Wreck Removal	\$250k	\$250k	0%
	ii. Pollution Coverage	\$300k	\$300k	0%
2.	Recreational Vessels			
	a. General Liability			
	i. Ocean Marine Liability / Wreck Removal.....	\$300k	\$300k	0%
	ii. Pollution Coverage	\$300k	\$300k	0%

Section 8. Retails Sales, Gift Certificates, Promotions, Sponsorships and Sundries. The Commission delegates to Manager the ability to set prices for sundries, cards, magnets, cups, DVDs, gift certificates, coupons, promotions, advertising, sponsorships and other retail and marketing items.

Section 9. Delegation of Responsibility. The Commission delegates to Manager the ability to adjust these rates on a temporary basis to better manage services at the Port of Newport. Any adjustments to these rates will be reported to the Commission at its next regular meeting.

Section 10. Annual Review. The Commission, through assistance by Port staff, shall annually review and adopt a new rate, fees and charges resolution prior to the subsequent budget’s adoption.

Section 11. Repealer. All previous rates and/or rate resolutions are hereby repealed.

APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS this XXXX day of June, 2015.

ATTEST:

Walter Chuck, President

Ken Brown, Secretary/Treasurer



'I just don't need another fee'

By Edward Stratton
The Daily Astorian

Published:
August 20, 2014 9:37AM

Last changed:
August 20, 2014 4:04PM



Cindy Graham boxes up processed shortspine thornyheads, also known as idiot fish, recently at Bornstein Seafoods. The company opposes a fee the Port of Astoria proposes to implement.

[Buy this photo.](#)

ALEX PAJUNAS — THE DAILY ASTORIAN

Seafood processors are up in arms about being charged a poundage fee.

The Port of Astoria meeting was as packed Tuesday, when Port Commissioners announced Jim Knight as the new executive director. But the first public hearing on new proposed seafood landing fees drew part of the crowd.

The commission opened the public forum Tuesday on modifying Tariff No. 11, regarding vessel moorage and seafood unloaded over its docks. Among additions to the tariff are a wharfage fee of \$1.61 and a service and facilities fee of \$2.32 (inbound) and \$1.52 (outbound), all per 1,000 kilograms of seafood handled over Port docks.

Astoria, Coos Bay and Newport are the largest commercial seafood ports on the Oregon Coast. None of them levy such fees on commercial seafood processors. Neither does Ilwaco, Wash., which hosts Jessie's Ilwaco Fish Co.

"This is not an application of tariffs issue," said Matt McGrath, the recently hired operations manager at the Port, adding that the tariffs are not an incentive to charge the marina tenants more money. "This is basically keeping up with the consumer price index."

The additions focus largely on fish landed by the four seafood processors operating in Astoria, including Bornstein Seafoods, Da Yang Seafoods, West Bay Marketing and Pacific Seafood. Two representatives from the seafood industry spoke during public comment, including boat operator Kevin Dunn, who delivers to Bornstein, and Andrew Bornstein, a co-owner with his siblings of Bornstein Seafoods and the operator of the company's Astoria plant.

Dunn said he grosses about \$35,000 on a six-day trip, subtracting that to a net of about \$25,000 after a raft of various fees, fuel, a federal fisheries observer and ice. "I just don't need another fee."

The landing fees, said Bornstein, send a message to the seafood industry that it isn't wanted in Astoria. The boats

The landing fees, said Bornstein, send a message to the seafood industry that it isn't wanted in Astoria. The boats bringing fish to Astoria, he added, will think about the fee every time they decide to go to Astoria or another nearby Port.

An average boat delivering seafood to the Port, estimated Bornstein shortly after the meeting, can bring in anywhere from 100 to 500,000 pounds of seafood in one trip. Translated into the Port's proposed fee structure per 1,000 kilograms, it could cost a fisherman anywhere between 17 cents and more than \$889 per incoming trip.

Other tariff additions include:

- A vessel berthing cancellation fee of \$250.
- A West End Mooring Basin daily electrical rate of \$10 for 50-amp service.

The Port also proposes increasing dockage rates by 2 percent, along with moorage rates by \$2 to \$3 per foot at the West End Mooring Basin and electrical use by \$2 per day. At North Tongue Point, the Port proposes 2-percent increases to labor and line service, passenger traffic service, security fees, wharfage and service and facilities fees.

Tariff No. 11, said Port staff, has not been updated to keep up with the consumer price index for four years at North Tongue Point and three years for its marinas. The fees are used to help repair the Port's infrastructure.

After the testimony of Dunn and Bornstein and the introduction to the tariff by McGrath, the Port Commission voted to keep the public hearing open until the next reading of the tariff. Comments can be sent to 10 Pier 1, Suite 308, Astoria, OR 97103. The Port also receives emails at admin@portofastoria.com

The second reading of the tariff is Sept. 16, when the public can again make oral arguments. The tariff could become effective Oct. 1 if passed.



Tariffs under scrutiny

By Edward Stratton
The Daily Astorian

Published:
September 17, 2014 10:32AM

Last changed:
September 17, 2014 11:01AM

The Port of Astoria Commission pulled back Tuesday on charging seafood landing fees.

The Port of Astoria Commission learned some things about the local seafood industry at its meeting Tuesday night, and it seems interested in the subject.

Instead of voting on whether to charge a landing fee for seafood coming in and going out, the commission tabled the issue to Oct. 7 at the earliest, asking staff to gather more information on the costs to the seafood industry.

Port staff and commissioners argue that the fee is necessary for road, utility and other repairs. Members of the seafood industry argue that it's another on a long list of fees and threatens to drive seafood business out of Astoria.

The proposed tariff charges processors \$2.32 per 1,000 kilograms of seafood coming across the dock — roughly \$263 for a catch of 250,000 pounds. The new fees are part of changes to Tariff No. 11 affecting vessel moorage and seafood. There were other verbally uncontested changes affecting moorage rates, cancellations and utility fees.

"Adding a tariff to this is going to send a lot of fishermen across the river," said John Corbin, a crabber and commissioner with the Oregon Dungeness Crab Commission, adding that his group is adamantly opposed to the tariff. Oregon buyers, he added, are already at a disadvantage, with higher state landing fees than in Washington.

The ports of Coos Bay and Newport are two of the other most major commercial seafood intake points on the Oregon Coast. Neither charge a poundage fee to commercial processors. Nor does Ilwaco, Wash., which hosts Jessie's Ilwaco Fish Co. Interim Executive Director Mike Weston said the Port studied other ports such as Long Beach, Calif., San Francisco and Dutch Harbor, Alaska, that charge landing fees.

Guy Glenn Jr., director in Ilwaco, previously said Jessie's had it worked into its lease not to be charged tariffs. Ilwaco and other ports do charge fees for use of specific equipment, such as a fish hoist.

"On behalf of Bornstein (Seafoods), we don't believe this can legally apply to our lease," said co-owner Andrew Bornstein, citing a similar clause in its lease not allowing landing fees.

He said the fee — on top of federal buyback, state landing, recovery, federal observers and other fees — would tell the seafood industry that it isn't wanted in Astoria.

Commissioner Bill Huppinger, a commercial fisherman, said that if other tenants pay tariffs, so should seafood processors.

Commissioner Bill Hunsinger, a commercial fisherman, said that if other tenants pay tariffs, so should seafood processors like Bornstein Seafoods. Bornstein said his company has spent hundreds of thousands repairing its docks and trying to return the land it leases in the same condition it originally received it in.

"The property here is owned by the public," said Hunsinger, adding that the Port paid more than \$200,000 to dredge the slip near Bornstein's processing plant so it could receive boats. "We just need to get a better understanding of what the cost is."

The Port did that in its pursuit of his company as an anchor tenant, said Bornstein, adding that by adding about 50 to 170 jobs, it recently helped save the Port a potential \$1.2 million payback on loans from the state.

Lack of communication

About seven or eight years ago, said Jon Englund of Englund Marine and Industrial Supply, the Port started planning a seafood cluster. Englund Marine was part of it, spending more than \$4 million on its new building at the foot of Pier 3.

Englund said the Port's in a sensitive situation with the seafood industry, and there's a lack of information. "As a tenant of this Port, we're very, very concerned with just communication."

Commission Chairman John Raichl and other Port commissioners said they don't want to hurt the seafood industry, but they need money to rehabilitate docks. Hunsinger added that the Port ran out of money pursuing the seafood cluster, which doesn't provide enough money to properly maintain the docks. Englund asked him if the landing fee would be enough to put the docks in good condition.

"It will be part of a tool to get the work done, I think," said Hunsinger.

Other verbally uncontested tariff additions include:

- A vessel berthing cancellation fee of \$250.
- A West End Mooring Basin daily electrical rate of \$10 for 50-amp service.

The Port also proposes increasing dockage rates by 2 percent, along with moorage rates by \$2 to \$3 per foot at the West End Mooring Basin and electrical use by \$2 per day. At North Tongue Point, the Port proposes 2-percent increases to labor and line service, passenger traffic service, security fees, wharfage and service and facilities fees.

Tariff No. 11, said Port staff, has not been updated to keep up with the consumer price index for four years at North Tongue Point and three years for its marinas.

If the Port modifies the tariffs, said interim Weston, it will have to open another public hearing.

Hunsinger described the Port's likely soon-to-be executive director, Jim Knight, as an expert on tariffs. Knight should be in by Oct. 1, added Hunsinger, and should be a part of the tariff discussion.



PROPOSED CALENDAR, BUDGET COMMITTEE AND OFFICERS FOR FY 2015-16

BUDGET SCHEDULE

MONDAY, MARCH 2

Dept. Heads receive direction on identifying priorities/operational changes

TUESDAY, MARCH 10

Approve proposed calendar, committee roster, and budget officers.

TUESDAY, MARCH 17

Management Team convenes to discuss budget.

TUESDAY, March 31

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

TUESDAY, APRIL 7

Commission Budget Priorities Work Session, Noon.
(Second Work Session, 4/14 if needed)

WEDNESDAY, APRIL 29

Publish first notice of budget committee meeting.
(Notice to *News Times* by Thurs., 4/23)
(Add Notice to Port's web site or public second notice)

TUESDAY, MAY 5

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

TUESDAY, MAY 12

Budget committee meets, 6:00 p.m.
(Second Committee Meeting, 5/19 if needed)

WEDNESDAY, JUNE 10

Publish hearing notice and summary.
(Notice to *News Times* by Thurs., 6/4)

TUESDAY, JUNE 23

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

TUESDAY, JULY 14

Submit budget documents to County Assessor

- LB-50
- Budget Resolution
- Budget Message (from budget committee)
- Budget Detail (LB forms from June meeting)
- Meeting affidavit (from paper)

TUESDAY, SEPTEMBER 29

Submit budget documents to County Clerk.

BUDGET COMMITTEE MEMBERS

(Freeholder positions are three-year terms)

FREEHOLDERS

1. Fred Postelwait (1994)..... June 30, 2015
2. Brian Barth (1996) June 30, 2017
3. Alan Brown (2003)..... June 30, 2016
4. Ron Benfield (1990)..... June 30, 2017
5. Mark Collson (2012) June 30, 2015

COMMISSIONERS

1. Walter Chuck.....June 30, 2015
2. David Jincks June 30, 2017
3. Joann Barton.....June 30, 2015
4. Ken Brown June 30, 2015
5. Dean Fleck June 30, 2015

BUDGET OFFICER

Kevin Greenwood, Port Manager
All budget meetings will be held at the South Beach Marina & RV Park Activities Room.

-###-

Kevin Greenwood

From: Barth, Brian <bbarth@cencoast.com>
Sent: Friday, December 19, 2014 8:26 AM
To: Kevin Greenwood
Subject: RE: Port of Newport Budget Committee

Hi Kevin, I would be more than happy to set on the committee again. Glad Steve is working out well for you. Hope you and your family have a great holiday season too.
Brian

From: Kevin Greenwood [mailto:kgreenwood@portofnewport.com]
Sent: Thursday, December 18, 2014 5:59 PM
To: Barth, Brian
Subject: Port of Newport Budget Committee

Brian,

Hope your holiday season has been progressing nicely! I wanted to thank you for helping me out with Steve. He's been a huge asset and I'm so glad he's here.

I also wanted to find out if you'd be interested in serving on the Port's budget committee again for another three year term. The commission asked me to see if you'd be available. They've appreciated your willingness to serve in the past and would like to have you back!

Just a quick email back indicating your interest would be helpful. Nothing too serious!

If I don't talk to you before the holidays, have a great time with your family.

Best regards,

Kevin Greenwood, General Manager
Port of Newport
600 SE Bay Blvd.
Newport, OR 97365
(541) 265-7758
(541) 961-9517 Cell
www.portofnewport.com

Kevin Greenwood

From: Ron Benfield <rbenfield@newportnet.com>
Sent: Thursday, December 18, 2014 9:38 PM
To: Kevin Greenwood
Subject: RE: Port of Newport Budget Committee

Kevin

Thank you for considering me for the budget position. Yes, I would enjoy serving on the committee.

Ron

From: Kevin Greenwood [mailto:kgreenwood@portofnewport.com]
Sent: Thursday, December 18, 2014 6:02 PM
To: Ron Benfield (rbenfield@newportnet.com)
Subject: Port of Newport Budget Committee

Ron,

Hope your holiday season has been progressing nicely!

I also wanted to find out if you'd be interested in serving on the Port's budget committee again for another three year term? The commission asked me to see if you'd be available. They've appreciated your willingness to serve in the past and would like to have you back!

Just a quick email back indicating your interest would be helpful. Nothing too serious!

If I don't talk to you before the holidays, have a great time with your family.

Best regards,

Kevin Greenwood, General Manager
Port of Newport
600 SE Bay Blvd.
Newport, OR 97365
(541) 265-7758
(541) 961-9517 Cell
www.portofnewport.com

**PORT OF NEWPORT
RESOLUTION NO. 2015-01**

**A RESOLUTION AUTHORIZING INTERFUND TRANSFERS, INTERFUND LOANS,
ADOPTING A SUPPLEMENTAL BUDGET TO THE 2014-15 FISCAL YEAR BUDGET,
AND MAKING APPROPRIATIONS**

WHEREAS, The Port of Newport Board of Commissioners finds that circumstances exist requiring a supplemental budget in that a condition that was not known at the time the budget was prepared requiring a change in financial planning (ORS 294.471); and

WHEREAS, the Port requires additional funds into the Construction Fund to complete the dredging and mitigation related to the construction of the International Terminal; and

WHEREAS, the Port requires additional funds into the NOAA Operating Fund to complete the unforeseen costs mitigating the loss of eel grass habitat related to the installation of the NOAA Marine Operations Center; and

WHEREAS, the Port requires additional funds into the General Fund to construct a storage facility for the relocation of commercial fishing gear due to the introduction of log exports at the International Terminal; and

WHEREAS, the increased expenditures are less than ten percent of each funds' operating expenditures and may be adopted at a regularly scheduled meeting. Notice of the regular meeting at which the supplemental budget will be adopted must be published at least five days before the meeting. The notice must include a statement that a supplemental budget will be considered at the meeting (ORS 294.471(3)); and

THE PORT OF NEWPORT BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:

Section 1. Interfund Loan (ORS 294.468).

Authorize a \$150,000 interfund capital loan from the NOAA Fund to the General Fund for grading/asphalting related to the development of a fishermen's storage facility. This is an interest free loan (ORS 294.468(2)(c)(B)) and the complete principal is scheduled to be paid once and in full by July 31, 2015 by the General Fund.

Section 2. Adopting Supplemental Budget and Making Appropriations

GENERAL FUND			
	Adopted Budget	Change	Supplemental Budget
Capital Outlay	\$0	\$150,000	\$150,000

Section 3. Interfund Loan (ORS 294.468).

Authorize a \$693,885 interfund capital loan from the NOAA Fund to the Construction Fund for mitigation work related to the International Terminal project. This is an interest free loan (ORS 294.468(2)(c)(B)) and the complete principal is scheduled to be paid once and in full by July 31, 2015 by the Construction Fund.

Section 4. Adopting Supplemental Budget and Making Appropriations

CONSTRUCTION FUND			
	Adopted Budget	Change	Supplemental Budget
Capital Outlay	\$1,389,493	\$693,885	\$2,083,378

Section 5. Interfund Transfer (ORS 294.463).

Authorize a \$248,000 interfund transfer from the Construction Fund to the NOAA Fund for mitigation work related to the International Terminal project.

- A. Construction Fund
 - a. Increase Transfers Out by ... \$248,000
 - b. Decrease Capital Outlay by ... \$248,000

- B. NOAA Operation Fund
 - a. Increase Transfers In by ... \$248,000
 - b. Increase Materials & Services by ... \$248,000

APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS this 27th day of January, 2015.

Walter Chuck, President

ATTEST:

Ken Brown, Secretary/Treasurer

NOAA OPERATING FUND

	Adopted Budget	Transfers		Loans	Adjusted
Resources	7,838,000	-	B,C	(843,885)	7,838,000
Transfer In	-	248,000	A	-	248,000
TOTAL RESOURCES	7,838,000	248,000		-	8,086,000
Personal Services	106,975	-		-	106,975
Materials and Services	382,387	248,000	A	-	630,387
Capital Outlay	-	-		-	-
Debt Service	2,001,500	-		-	2,001,500
Transfers	150,000	-		-	150,000
Transfer Out	-	-		-	-
Contingencies	100,000	-		-	100,000
TOTAL APPROPRIATIONS	2,740,862	248,000		-	2,988,862
Unappropriated Ending Fund Balance	5,097,138	-		-	5,097,138
TOTAL ADOPTED BUDGET	7,838,000	248,000		-	8,086,000

CONSTRUCTION FUND

	Adopted Budget	Transfers		Loans	Adjusted
Resources non-grant	750,000	-		-	750,000
Grants	639,493	-		-	639,493
Transfer In	-	-		-	-
TOTAL RESOURCES	1,389,493	-		-	1,389,493
Capital Outlay	1,389,493	(248,000)	A,C	693,885	1,835,378
Transfer Out	-	248,000	A	-	248,000
TOTAL ADOPTED BUDGET	1,389,493	-		693,885	2,083,378

GENERAL FUND

	Adopted Budget	Transfers		Loans	Adjusted
Resources	2,856,488	-		-	2,856,488
Beginning Fund Balance	850,000	-		-	850,000
Transfer In	25,000	-		-	25,000
TOTAL RESOURCES	3,731,488	-		-	3,731,488
Personal Services	1,124,806	-		-	1,124,806
Materials and Services	1,328,297	-		-	1,328,297
Capital Outlay	-	-	B	150,000	150,000
Transfer Out	-	-		-	-
Transfer Out	-	-		-	-
Debt Service	578,205	-		-	578,205
TOTAL APPROPRIATIONS	3,031,308	-		150,000	3,181,308
Unappropriated Ending Fund Balance	700,180	-		-	700,180
TOTAL ADOPTED BUDGET	3,731,488	-		150,000	3,881,488

**Port of Newport General Manager
Performance Evaluation - Tabulation of Evaluations**

Rating Scale Definitions (1-5)

- Unsatisfactory.....(1) The employee’s work performance is inadequate and definitely inferior to the standards of performance required for the job. Performance at this level cannot be allowed to continue.
- Improvement Needed(2) The employee’s work performance does not consistently meet the needed standards of the position. Serious effort is needed to improve performance.
- Meets Job Standards.....(3) The employee’s work performance consistently meets the standards of the Standard position.
- Exceeds Job Standards...(4) The employee’s work performance is frequently or consistently above the level of Standard a satisfactory employee, but has not achieved an overall level of outstanding performance.
- Outstanding.....(5) The employee’s work performance is consistently excellent when compared to the standards of the job.
- No Observation (N/O) The employee’s work performance was not observed.

I. PERFORMANCE EVALUATION AND ACHIEVEMENTS

A. Board of Commissioners Relationships

1.	Effectively implements policies and programs approved by the board of commissioners.4	3	3	4	3	3.40
2.	Reporting to the board of commissioners is timely, clear, concise and thorough.4	4	3	4	3	3.60
3.	Accepts direction/instructions in a positive manner4	3	3	5	3	3.60
4.	Effectively aids the board of commissioners in establishing long range goals.4	3	3	4	3	3.40
5.	Keeps the board of commissioners informed of current plans, and activities of administration and new developments in technology, legislation, governmental practices and regulations, etc.4	3	3	3	3	3.20
6.	Provide the board of commissioners with clear report of anticipated issues, opportunities and risks that could come before the board.4	4	3	3	3	3.40

Comments: I am very pleased with the reports that are sent. It would be even better if it was weekly; These are all strong 3s.; Kevin has proactively assisted the board in several areas that will have long-lasting positive outcomes for the PON. His breadth of knowledge has proven to be a valuable asset to the board and he is able to accomplish goals in a very timely manner (bylaws especially). Kevin has a great attitude when receiving suggestions and direction and it is apparent that he internalizes messaging (importance of completing mitigation in a timely manner.); Kevin has done a good job working with the commission and getting consensus on direction of commission. I appreciate the time he has spent getting to know each member of the commission.

B. Public Relations

1.	Projects a positive public image.5	3	4	4	3	3.80
2.	Courteous to the public at all times.....5	3	N/O	4	3	⁴ 3.75
3.	Maintains effective relations with media.....5	3	3	3	2	3.2

⁴Only 4 observations recorded

4. Comments: I have received numerous positive comments from members of the public on Kevin's interactions with the public while of Port business and purely social.; I have received multiple positive comments about Kevin from various community members.; Kevin does a good job representing the Port in public. He needs to take his own time into consideration when talking to the public at times. 1, 2 and 3 will see improvements with more time in office.

C. Effective Leadership of Staff

1.	Delegates appropriate responsibilities.4	3	N/O	3	3	⁴ 3.25
2.	Staff feels empowered.....3	3	N/O	N/O	4	³ 3.33
3.	Training and education provided.4	3	N/O	N/O	N/O	² 3.50
4.	Public relations. How does public view staff?.....3	3	N/O	N/O	3	³ 3.00

⁴Only 4 observations recorded

³Only 3 observations recorded

²Only 2 observations recorded

5. Comments: I feel this is being done very well but it is very early to have an opinion.; Haven't had the opportunity to observe these actions or have any observations; I'm encouraged that Kevin appointed Rick Fuller to the Admin. Building team and that he appears to be using Steve Larrabee in an expanded role. I hope this trend continues. I regret that I do not have more direct observations re: staff.; Works well with staff and including them on decisions and management of their facilities. Training and education was not easy to answer due to influx of new staff. Overall staff is viewed well by the public.

D. Fiscal Management

1.	Prepares realistic annual budget.4	3	3	4	3	3.40
2.	Controls expenditures in accordance with approved budget.3	3	3	4	3	3.20
3.	Keeps board of commissioners informed about revenues and expenditures, actual and projected.4	3	3	4	4	3.60
4.	Ensures that the budget addresses the Port Commission's goals and objectives, including readability.3	3	3	4	3	3.20

5. Comments: Again so far I feel this done well but it is very early in his position.; Good job for being new to this Port and with the transitions in the finance department.; The board's inclusion in the annual audit process is another example of Kevin's proactive management style and of great value to the board.; Came into a situation where budget was not completely done to his specifics. Has done well with lack of Finance Officer for long period and looking for new auditors. Expect to see further improvements with new FO and stable staff situation.

E.	Communication						
1.	Oral communication is clear, concise and articulate.....	5	3	4	3	3	3.60
2.	Written communications are clear, concise and accurate.....	5	3	3	4	3	3.60
3.	Comments: Oral communication is very important, I have always been overly satisfied with Kevin's communication skills; Concision can be quite challenging when imparting information to multiple people and I believe Kevin is improving as he learns individual Commissioner's styles.; Communications with commission is timely and good. Could work on time management in some discussions.						

F.	Personal Traits						
1.	Initiative.	5	3	3	4	3	3.60
2.	Judgment.	4	3	3	4	3	3.40
3.	Fairness and Impartiality.	5	3	3	4	3	3.60
4.	Creativity.	4	3	3	4	3	3.40
5.	Time Management.	4	N/O	N/O	3	2	³ 3.00

³Only 3 observations recorded

6. Comments: So far I feel you are doing well but haven't had a lot of time yet to really evaluate; As Kevin continues to build his team and has more ability to delegate duties and responsibilities I believe his time management will continue to improve.; It has been a good experience to get to know Kevin and watch him grow into his position at the port. His attitude and personality has been an asset and will continue to be one.

G.	Intergovernmental Affairs						
1.	Maintains effective communication with local, regional, state and federal government agencies.	5	3	3	3	4	3.60
2.	Financial resources (grants) from other agencies are pursued.	3	3	3	3	3	3.00
3.	Contributions to good government through regular participation in local, regional and state committees and organizations.	5	3	3	3	2	3.20
4.	Lobbies effectively with county, legislators and state agencies regarding Port programs and projects.	4	3	3	3	3	3.20
5.	Comments: You did a great job with JoAnn on the dredging issue this summer; I'm very impressed in what I have seen so far in how Kevin handles intergovernmental affairs, these are solid 3s and possibly 3.5 very important to have leadership strengths in this area.; Outstanding effort at the ED Summit in 2014 – Kevin had a firm grasp of the issues and what the PON needed, and was very effective in seeking support for our plight. I would like to see a more proactive approach to staying in touch regularly with our delegation, not just when PON needs something.; Kevin done well working with other bodies on issues such as the helicopter and NIT. As positions are filled and he gets comfortable with their ability I hope that he will have more time to get more involved with local and regional committees.						

II. ACHIEVEMENTS RELATIVE TO OBJECTIVES FOR THIS EVALUATION PERIOD:

This section will measure the effectiveness of the Future Goals and Objectives (Sec. IV) from last year. These goals were based upon discussions from the previous year.

1.	Complete Permit Process for Berth Deepening	3	3+	3	4	4	3.40+
2.	Fill Management Positions	3	3	3	3	3	3.00
3.	Administration Building	3	3	3	3	2	2.80
4.	Complete Personnel Policies and Annual Evals	3	3	3	3	N/O	⁴ 3.00
5.	Complete Third Recreational Mitigation Project	3	2	3	3	3	2.80
6.	Staff Development and Training	3	3	N/O	N/O	N/O	² 3.00
7.	Continue Repairs to Floating Docks	2	2	2	3	3	2.40
8.	Continued Collaboration with Port of Toledo	5	3	3	3	3	3.40
9.	Complete Policy Development Based upon Bylaws	5	3	3	3	4	3.60

10. Comments: Working on completing the recreational mitigation projects, admin building have to be a work in progress at another time. Need to get going on this for the fleet.; Repairs to floating docks was hard to rate. There has been repairs made but the repairs were poorly performed. In fairness this isn't Kevin's fault but at the end of the day when this type of work is signed off on then there's a problem. Curious to see how employee evals are rated.; I'm eagerly anticipating Kevin's plans for re-aligning staff/crews to best meet the PON's needs. His staff seem to be comfortable working with him and to enjoy their work. I hope the Port can afford to reward outstanding employees and not lose them to more attractive salaries elsewhere.; Did well and met most objectives. More years in office will allow him to better read the community and its nuances in regards to sensitive and controversial issues.

III. SUMMARY RATING

1. Overall Performance Rating - considering the results obtained against established performance standards as well as overall job performance, the following rating is provided:4 3 3 4 3 3.40

2. Comments: I think you are doing a solid job for the first evaluation. We need to get staff hired and going. Next year will be a better evaluation as we will have more time to see.; My overall rating is a solid 3 for the time Kevin has spent on the job and some of the immediate tasks and hurdles he has had to overcome in his first as the Manager of PON.; A very solid first year that was fraught with challenges. Kevin met each one with a remarkable sense of equanimity and lack of obvious frustration. I foresee a bright future for Kevin at the PON. Now, go get some business for the terminal in addition log exports!; Overall very please with first year and looking forward to getting fully staffed and existing projects completed and new revenue creation ideas. I encourage Kevin to bring new and different ideas to the commission

IV. FUTURE GOALS AND OBJECTIVES

Prioritize numerically specific goals and objectives to be achieved in the next evaluation period. Goals should reflect policies and strategies identified in the Port’s Strategic Business Plan.
(Plan)(Goal)(Strategy)

1.	Facilitate Solution for Rogue Expansion	2	1	1	1	n/a	4	1.25
2.	Develop Markets for use of International Terminal including log-exporting opportunities.	3	1	1	3	1	1	1.80
3.	Complete Terminal mitigation projects	4	1	1	2	n/a	4	2.00
4.	Develop maintenance plan of commercial docks and show implementation including repairs/rebuild of Port Dock 7 & Hoist Dock	1	1	1	6	2	2	2.20
5.	Fill Management Positions	7	1	1	5	4	3	3.60
6.	Complete Recreational Mitigation Projects	5	1	2	7	3	3	3.60
7.	Facilitate SB Vision Planning and SBP Updates	10	1	1	4	9	5	5.00
8.	Staff Development and Training	6	2	2	8	*	4	4.50
9.	Complete Personnel Manual update.....	8	2	1	9	*	4	5.00
10.	Develop Charter Boat Policy that takes into consideration issues for storefront charters, dockside charters and daily guide services.....	9	2	3	10	6	6	6.00
11.	Develop policy for donations as part of budget process.	13	3	3	14	8	6	6.60
12.	Implement CFP priorities.....	12	3	3	11	5	6	6.80
13.	Develop Special Use Permit for Port Property	11	4	3	12	7	7	7.40
14.	Develop Annual Performance Evaluation for Professional Contracted Services such as attorney.....	14	4	3	13	*	4	8.50
other	Marketing of Port properties (i.e. Cherry Lease)			1				

COMMENTS:

- Commercial Docks - Port Dock 7 needs to be put on the front burner. Recreational Mitigation – we are behind on what we promised. Charter Boat policy – with the spring season coming I would have put this higher but with uncertainty from the state marine board we can wait.; Staff Training – if training includes public relations then I would rate this a 1.
- N/A were soon to be completed and did not get rated.
- Most of my highest ranked address means to create new revenue from existing policy and the NIT.
- Repairs to Port Dock 7 is extremely important for continuing to serve commercial fleet.
- Started tasks will be better addresses as staff positions are filled.
- Finishing mitigation work is also top priority.

**2015 ANNUAL REPORT TO THE
PORT OF NEWPORT BOARD OF COMMISSIONERS**

This Annual Report is filed with the Port of Newport Board of Commissioners by the President, Vice President and Secretary/Treasurer pursuant to ORS 777.140(2). This report focuses on the major events and accomplishments during the course of the previous calendar year. The report is available at the Port office and is formally submitted to be included into the public record.

1. Approved employment agreement with Kevin Greenwood as the Port of Newport's new General Manager.
2. Appointed Ken Brown to Position #4 for an unexpired term ending June 30, 2017.
3. Approved Resolution 2014-01, naming Kevin Greenwood as the Port's registered agent.
4. Authorized lease renewal extension with Carver Fuel Dock.
5. Awarded contract with HC ETC, Inc for Wi-Fi services for \$11k.
6. Contributed to the Oregon Sea Grant "Working Waterfronts Interpretive Program".
7. Authorized a contract with Advance Remediation Technology for \$12,090.00 for soil sampling related to the International Terminal dredging.
8. Authorized the lease amendment with Oregon Brewing Co. for distillery expansion.
9. Adopted Commission By-laws, a first for the Port of Newport.
10. Approved a resolution amending the boundary of the Lincoln County Enterprise Zone.
11. Approved Intergovernmental Agreement with Special Districts Insurance Trust modifying the Port's relationship with SDAO.
12. Awarded auditing contract with Grimstad & Associates.
13. Updated Commission liaison positions.
14. Approved \$14-million budget for FY 2014-15.
15. Approved Resolution 2014-03, updating tariffs for commerce crossing the International Terminal
16. Approved the Seafarer Renewal Lease renewal.
17. Approved the J. Lamb Marine Electronics lease renewal.
18. Approved Resolution 2014-04, amending the facilities code to change rules pertaining to insurance and dock storage.
19. Authorized an agreement with Servco Pacific Insurance as broker of record.
20. Adopted Resolution 2014-05, adopting a compensation plan for employees.
21. RFQs sent out for South Beach diesel line repair contract.
22. Authorized a contract with Tough Construction to repair roof on building at terminal.
23. Commissioners Brown and Barton attended Rogue ground-breaking ceremonies for distillery expansion.
24. Commissioners Jincks and Barton attended Business Oregon Conference and accepted an award to the PON from the Oregon DEQ for the terminal project.
25. Awarded the South Beach diesel line repair contract to 4C's Environmental Inc.
26. Awarded the architectural contract for a new PON administration office building to DH Goebel, Architecture.
27. Jincks and Brown assigned to serve as Commission liaisons during the design process of the new administration building.
28. Approved IGA with the City of Newport regarding Yaquina Bay Fruit Processors Inc., allowing the tenant time to develop expansion plans.
29. Approved Resolution 2014-06, adopting rates, fees, and charges.

30. Awarded South Beach electric, water, and heating contract to Radar Plumbing for \$13,960.
31. Approved new lease agreements with the Chelsea Rose and the Patty Mae Barge.
32. Adopted Resolution 2014-08, for filling commission vacancies.
33. Adopted Resolution 2014-09, adopting the process for the annual performance evaluation of the General Manager.
34. Adopted Resolution 2014-10, requesting the Lincoln County Enterprise Zone be designated for electronic commerce.
35. Commissioner Barton met with Secretary of State Kate Brown for a tour of the NOAA MOC-P facilities.
36. Approved the election of officers: Chuck, President; Fleck, Vice President; Brown, Secretary/Treasurer as Commission officers for the FY 2015-16.
37. Conducted six-month performance evaluation of General Manager.
38. Approved the Special Use Permit for the Great Albacore Tuna Challenge. Approved the donation of proceeds from the Great Albacore Tuna Challenge (\$9,400 total collection) to the Newport Food Program.
39. Approved architectural design contract with Goebel/Capri.
40. Received permits for the International Terminal dredging.
41. Approved a contract with Macpherson, Gintner & Diaz for legal services.
42. Approved a ten-year loan agreement with LCHS for the Pasley Propeller.
43. Supported General Manager in his hiring of Stephen Larrabee as new Director of Finance.
44. Commissioner Barton attended the Oregon Coastal Economic Summit.
45. Approved a contract with HME Construction for the International Terminal unconsolidated dredging.
46. Approved a contract with Northwest Hydro Inc. for \$5,400 for the International Terminal Dredge Survey.
47. Approved a contract with Day CPM Services in the amount of \$10k for the International Terminal project management.
48. Donated launch fees for the Hospice Regatta.
49. Approved a contract with GRI in the amount of \$15,500 for geotechnical survey for the new PON administration building.
50. Adopted Resolution 2014-11, making parking violation adjustment from \$15 to \$40.
51. Adopted Resolution 2014-12, designating bank accounts and authorizing check signers as amended.
52. Approved Special Use Permit for the "U-DA-Man" Fishing Tournament.
53. Approved Special Use Permit for the Newport Rotary "Trick or Treat Monster Feet 5k Run".
54. Approved Special Use Permit for the "Bay to Brews" running event.
55. Adopted Resolution 2014-13, exempting contract from competitive bidding for the Port Administration Building.
56. Adopted Resolution 2014-14, requesting preservation of USCG Air Facility at Newport, Oregon.
57. Adopted Amendment No. 31B to the CMGC agreement between the PON and Natt McDougall Co for the International Terminal renovation in an amount not to exceed \$656,876.86.
58. Approved Special Use Permit to Coast Hills for the Turkey Trot runs.
59. Attended PON/POT Commissions Joint Goal Setting Work Session in Toledo.

60. Held a Special Meeting on November 20th advocating for the retention of the U.S Coast Guard Air Station.
61. Approved the Port join as co-plaintiff with the Newport Fishermen Wives Association, City of Newport, Lincoln County, and other parties in a federal lawsuit challenging the U.S. Coast Guard's planned decommissioning of its air rescue station in Newport.
62. Adopted the final draft of the FY 2014-15 financial statements.
63. Adopted Lease Renewal Amendment No .12 with GSA for the U.S. Customs lease.
64. Authorized Amendment No. 5 with Pacific Habitat Services Inc. for NOAA Marine Operations Facility Eelgrass Mitigation Project.
65. Authorized amendment with 4C'S for environmental fuel tank boring.
66. Commissioner Chuck attended U.S. Coast Guard personnel/architects tour of NOAA facility for possible Coast Guard cutter relocation.
67. Received 2% insurance premium discount for successfully obtaining board training. Chuck attended "How to Be a Commissioner" in Toledo on April 23, 2014; Fleck watched the DVD "Public Meetings" on September 23, 2014; Brown attended SDAO training in Seaside on February 9, 2014; Barton watched the DVD "Executive Director Performance Evaluation" on September 23, 2014; and Jincks watched the DVD "Duties, Responsibilities, and Liabilities on September 23, 2014.

The President, Vice President, Secretary/Treasurer are proud of the work accomplished by our Commission and staff. We look forward to an equally successful 2015. This Annual Report is submitted to the Port of Newport by:

Walter Chuck, President

Dean Fleck, Vice President

Ken Brown, Secretary/Treasurer

At their January 27, 2015 Regular Board Meeting.



FACILITY MANAGER'S MONTHLY REPORT

FACILITY: NOAA MOC-P
DATE: 1/12/2015
PERIOD: January 2015
TO: Kevin Greenwood
ISSUED BY: Rick Fuller

NOAA MOC-P

Upland: My leave through the Christmas holidays postponed many of the scheduled maintenance tasks until my return. While on vacation I was alerted of an urgent event via the Building Automation System (BAS) and was able to call Coastal Refrigeration out to access and repair an electrical disconnect issue for the main server room air conditioning unit. Immediate response from South Beach Marina was essential in supporting the repair service. The guys at South Beach also covered for some of my required daily responsibilities and inspections while I was away. To date, the order for the utility bunker covers has not yet been fulfilled. I met with Ken Fuller (not related) at his residence to discuss the issue (follow up email cc'd to you 1/6/15). The last scheduled delivery date of 1/9/15 per his discussion and by email was not met. The process for full refund of deposit will be initiated.













Wharf & In-water: While away, dredge work had progressed at the eel grass mitigation area by McDougal contracting. The dredge work is utilizing a tracked mobile crane and the same Toyo pump system that was used for the wharf dredge project. The Toyo hydraulic suction pumps main advantage is its ability to minimize turbidity. Via meeting at your office, Frank Berg was contacted to discuss the methods and progress of the project. At the time of this report a barge and track hoe are working at the eastern beach area which is beyond the mobile cranes reach. It is my understanding through discussion with site foreman Scott that the project should be completed this week. It will take months before the beach has leveled itself out prior to this summers anticipated eel grass replanting.














The Oscar Dyson departed today bound for Alaska for the season. The Rainier will remain at dock for maintenance and training until April. The McArthur and Ka'lmimoana which were sold as surplus were towed away as scheduled. See 2014 bar crossing log for year-end total. Total NOAA full time building occupancy moved up to 72% of total office space.




Specific work this period:

- Catch up on regular scheduled monthly preventative maintenance
- Grounds maintenance
- Installation of stainless steel door and corner protection

NOAA MOC-P Bar Crossing Log 2014

	ARRIVAL	DEPARTURE	NAME	ROSTER#	NOTE
	10/7/2013	1/13/2014	Rainier	39	Bound for Alaska
	9/16/2013	1/19/2014	Bell M. Shamada	22	Bound for Alaska
	1/20/2014	3/31/14	State Patrol boat "Guardian"	2	Small boat dock
	10/23/2013	3/26/14	Fairweather	35	Bound for Seattle
	3/26/2014	4/21/14	Rainier	31 38	Crew change/maintenance repairs
	4/22/2014	4/22/14	Dredge Yaquina	40	Fuel/ crew change
	5/11/2014	6/24/14	Bell M. Shamada	21 31	Change of command, crew leave, maintenance
	6/3/2014	6/3/14	Dredge Yaquina	40	Fuel/ crew change
	6/6/2014	6/8/14	USCG Buoy Tender "Fir"	46	Supply/shore leave
	6/6/2014	6/10/14	RV Thomas G. Thompson	23 45	Supply/shore leave
	6/14/2014	6/23/14	RV Thomas G. Thompson	45	Supply/shore leave/Inspection
	7/3/2014	7/6/14	RV Ocean Starr (CalCOFI)	23	Supply/shore leave

	7/11/2014	8/3/2014	Bell M. Shamada	31 30	Crew leave, maintenance
	7/30/2014	8/1/14	RV Thomas G. Thompson	45	Supply/shore leave
	8/3/2014	8/10/2014	NOAA RV Ron Brown	25 56	Supply/shore leave
	8/9/2014	8/13/2014	MBARI RV Rachael Carson	9 11	Supply/shore leave
	8/11/2014	8/13/2014	RV Thomas G. Thompson	54 56	Supply/shore leave
	8/19/2014	8/22/14	MBARI RV Rachael Carson	11	Supply/shore leave
	8/19/2014	8/25/14	NOAA RV Ron Brown	56 31	Supply/shore leave
	8/24/2014	8/26/2014	RV Thomas G. Thompson	54 59	Supply/shore leave
	9/11/2014	9/11/2015	RV Thomas G. Thompson	59 56	Supply/shore leave
	9/21/2014	9/25/14	Bell M. Shamada	29 31	Crew leave, maintenance
	9/16/2014	9/16/2015	Dredge Yaquina	40	Fuel/ crew change
	9/17/2014	9/18/2015	RV Thomas G. Thompson	56 56	Supply/shore leave
	9/23/2014	9/25/13	RV Thomas G. Thompson	52 39	Supply/shore leave

	9/30/2014	10/6/14	Bell M. Shamada	31 21	Supply, depart Alameda CA for seasonal maintenance repairs
	10/17/2014		Oscar Dyson	24	Off season break, dock side maintenance and repair
	11/18/2014		Rainier	35	Off season break, dock side maintenance and repair
			TOTAL	1119	

MEMO

To: Port of Newport Commission
From: Kevin Bryant, Commercial Marina Harbormaster
Copy: Port of Management Staff
Date: January 15, 2015
Re: December Manager's Report

Maintenance

We have had problems with the #4 hoist breaking. We are coordinating repairs. We have power washed the exterior of the bathrooms and showers. We have been cleaning the docks of an excessive amount of logs and debris coming from upriver.

Construction:

-0-

Fishing Fleet Activity

We are still staying busy with crab and hag fish commercial buyers at the hoist dock. At the same time, we are trying to coordinate the return the crab pots to the hoist dock. One boat has already been loaded with shrimp gear, which is very early – a result of the decline in the crab harvest. We have been assisting Jim Durkee to load the Alaska fleet at the International Terminal.

Other Activities:

We loaded one casket for burial at sea at the hoist dock.



600 S. E. BAY BOULEVARD NEWPORT, OREGON 97365 (541) 265-7758 FAX (541) 265-4235

To: Port of Newport Commission
From: Jim Durkee, Terminal Operations Supervisor
Copy: Port Management Staff
Date: January 13th, 2015
Re: January 2015 Manager's Report

Busy Season

It has been a busy month at the Terminal between the Alaska fleet and the crab fleet. My days were spent running back and forth between boat crews in the forklift and the crane. Stretch the net, stack the net, stretch the mud gear, coil the mud gear, stretch the combi-wire, coil the combi-wire, stretch the cod end stack the cod end, load the boat, unload the boat, load the boat again, move the crab gear. The fleet was unusually disorganized and behind schedule this year. Three boats are still doing yard work. I have scheduled a vacation to start on January 17th. Hopefully all of them are finished by then. F/V Miss Berdie is still in three pieces last I heard so I don't expect to see them for a couple of months. I had some help loading boats from Kevin Bryant's crew.

From my conversation with Scott Zorza the dredging is pretty much done. I gather there were a few hard spots along the length of the dock that need to be identified by divers. Steel pilings need to be cut off and the riprap placed under the dock yet. The barge moved to South Beach to work on the eel grass area.

Despite the busy schedule I managed to get a few odd jobs done including storm-water sampling, which was required to be done before the end of December. I went up to city hall to turn in the construction permit for the bridge and dealt with some email correspondence regarding the engineering. I am behind on clean-up, mechanical and inventory maintenance, as well as administrative duties. I hope to get caught up in the coming months.

Overview of December Services

7 fishing vessels spent a total of 142 days moored at the Terminal dock.
15 fishing vessels used the Terminal dock for work.
At least 3 fishing vessels loaded or unloaded fuel.
41 hours of forklift service were provided.
34 hours of crane service were provided.

Overview of 2014 Services

Vessels spent a total of 1255 days moored at the Terminal dock.
295 hours of forklift service were provided.
289 hours of crane service were provided.

Occupancy

To: Port of Newport Board of Commissioners

From: South Beach Marina & RV Park

Date: January 14, 2015

Re: **December** South Beach Occupancy Report

Numbers in the Marina Park are down from last December, but usage in the Annex Park and the Marina increased from this time last year.

Now that things have slowed down we have been busy with winter chores in preparation for next year's peak season.

December Bookings	Front Office	On Line
RV Sites	123	25
Boat Slips	21	0

Occupancy Figures:

	2013	2014	Change
Marina	6187	6980	12.82%
Marina RV	307	223	-26.38%
Annex RV	231	251	8.66%
Totals	538	474	-11.34%



600 S. E. BAY BOULEVARD NEWPORT, OREGON 97365 (541) 265-7758 FAX (541) 265-4235

MANAGERS REPORT

To: Port of Newport Board of Commissioners

From: Chris Urbach, Harbormaster

Copy: Port Management Staff

Date: January, 13 2015

Re: South Beach Operations

I have been communicating with Roque and their contractor to try and keep them informed about the Seafood and Wine festival schedule. The Chamber will have control of the dry camp lot from the first of February to the end of February.

Have confirmed that 4-C Environmental will be on site to do the last (I hope) sediment samples on the fuel dock contamination. They will be here on the 21-22 of January. I will keep you posted.

We have had no problems with the eel grass mitigation project here in South Beach. We have had one contractor inquire about getting some sand and I have asked them to contact me when the dredge contractor has left.

We should have the water line up and running on F-dock by the time of the Commission meeting.

We had the newer riding lawn mower serviced and Rick Fuller has agreed to purchase a push mower to help us keep the marina and NOAA property looking good. The weather has allowed us to do some mowing the last couple months.

We have hired a new operations and maintenance person. He is Dave Barends, a live-aboard in the marina. He has helped out on the rebuild of G-dock and the launch ramp floats in the past and I feel he will be a welcome addition to the South Beach crew.



TCB Security Services, Inc.

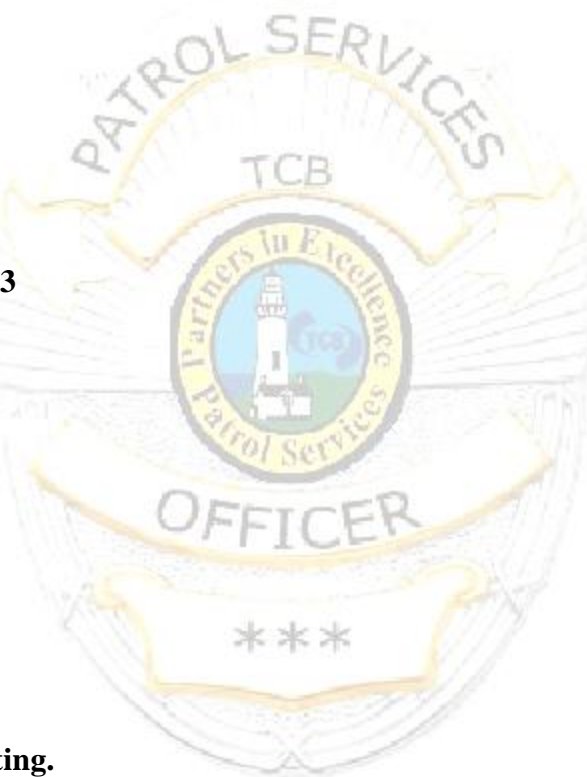
437 N.E. 1st St
Newport, Or. 97365

Office: 541-265-5265
Fax: 541-265-4552
24hr Dispatch 541-574-2828

Port Of Newport December 2014 Public Safety Report

Man Hours Worked: 254
Court Time: 1 Hour

Assist Other Agency	1
Boat Inventory	63
Boat Related Incidents	4
DUII	1
Field Interviews/Contacts	6
Foot Patrols	16
Open Doors	1
Patrol Checks	343
RV Inventory	31
Theft Investigation	0
Suspicious Activities	14
Noise Complaint	1
Hazard	2
Damaged Property	1
Port of Newport Citations	5
City Of Newport Citations	18
Dispatch Phone Calls	38



Meetings Attended:
Department Head Meeting.

Other:

We are currently conducting interviews for A Port Authority Officer. We hope to start field training before the end of the month. We have several strong candidates that are in the running.

Submitted By: Mike Goff

Port of Newport Commissioner Meeting

January 27, 2015

Monthly Summary Update

(Since the last Commissioners Meeting)

A. NMC work this month, (No Photographs)

- 1. Additional dredging at the Cargo Dock and the removal of the existing RO-RO Dock piles to a minimum depth of -35 feet (Amendment 31B)**
 - NMC completed this work at the end of day on January 16th with the removal of the RO-Ro Dock piles
 - The Port has been requested to have a Bathymetry Survey for final confirmation
- 2. Provide Rip Rap armoring in an area at the west end of the West Dock (Amendment 31B)**
 - This task was completed last week
- 3. Eel Grass Dredging required to the west of the NOAA site (Amendment 31B)**
 - This work was completed by the end of the day Monday January 19th
- 4. The mitigation dredging of the existing dike to the east of Hatfield Road (Amendment 31B)**
 - Work started on the week of January 12th, and there was some a problem with the method of material removal per the Oregon Department of Fish and Wildlife. A conference call as held, a remedy was proposed, and implemented the same day
 - This work still in progress should be complete week of January 26th
- 5. Replacement of the existing culvert across the Hatfield Marine Science Center Rd. (Amendment 32)**
 - Work started on the week of January 19th with the delivery and setup of the materials for the sheet pile channel that will replace the existing culvert, and the temporary bridge
 - The existing gas line is expected to be temporarily relocated by the end of the day January 23rd
 - Template material arrived on Monday January 19th, the sheet pile arrived last Wednesday January 21st, and installation is expected to take as much as four weeks. Temporary bridge being set up to keep access to aquarium
 - An in-water work time extension is in the process of being requested by Pacific Habitat Services for the finishing of pile driving and the excavation between the piles in the new channel if necessary
 - Remaining work; permanent bridge structure, concrete deck, patching asphalt concrete, install cathodic protection, restore gas line are all above water activities and will be completed after all in-water work is complete
 - Total completion of the project with demobilization is presently anticipated by the end of March

ROGUE BREWERY EXPANSION

The new expansion will increase Rogue's footprint by about an acre (40,500 sf). Rogue is currently requesting a continued rate of 20-cents per sf per month or about \$90,000 annually. Rogue has indicated that in either option, they would provide a 5-10 year sublease to the Chamber for use of the expansion for the Seafood & Wine Festival.

OPTION 1. Current Location

POSITIVES

1. Tenant's Choice
2. On same side of Marine Science Dr.
3. May force dry campers into RV park
4. Gross income of \$95,000. Net income of \$85k.
5. Keeps Rogue campus consolidated.
6. Maintains Seafood Festival locale.
7. Minimal view shed reduction from east as current brewery already exists.

NEGATIVES

1. Eliminates half acre of parking/dry camping
2. Will reduce income from dry camping (\$10k out of \$50k)
3. Would land lock service dock and area around old boat ramp.
4. View shed affected by traffic coming down Ferry Slip Rd.
5. Does not account for extra truck and trailer parking.
6. Higher value property.
7. Limits further expansion.
8. 90-degree parking will need to be reconsidered

SOLUTION:

1. Apply rate to current parking/storage. Charge 20-cents to an additional 10% of square footage (44,550 x .20 x 12 = \$107k)
2. Tenant would pay to reconfigure Service Dock access. (\$100k)
3. Tenant would pay to fill-in old boat ramp. (\$100k)
4. Tenant would pay to plan for and re-build traffic flow between marina parking and brewery. (\$100k)

OPTION 2. Sportsman Annex Location

POSITIVES

1. Retains waterfront for potential better use.
2. Would provide a facelift for a deteriorated site.
3. Provides room for expansion.
4. Potential for truck and trailer storage.
5. Lower property value.
6. Decreases O&M costs at site.
7. Eliminates future costs of remodeling RV Park.

NEGATIVES

1. Increased truck traffic across Marine Science Dr. No forklift traffic allowed.
2. Would reduce \$135k in net income from Annex operations.
3. Gross income of \$95k. Net income of negative \$40k.
4. Potential conflicts with city multi-use trail.

SOLUTION:

1. Apply 20-cent rate for building footprint.
2. Apply reduced rate to balance of property to make up the net loss of income. This could also be utilized as an option to expand. Cost would be about 12.5 cents per sf. (\$135k + \$90k)
3. Apply SDC credits to new construction.

IMPORTANT DATES FOR THE 2015 MAY ELECTION

February 7	First Day for Candidate to File for Office
March 19	Last Day for Candidate to File for Office
March 23	Last Date to File Statements in the County Voters' Pamphlet
April 4	Last Day to Mail Ballots to Military and Overseas Voters
April 7	Seven-Day Campaign Finance Reporting Begins
April 20	First Day to Mail Ballots to Out-of State Voters
April 28	Last Day to Register to Vote
April 29	First Day to Mail Ballots to In-State Voters
May 5	Last Day to Mail / Distribute County Voters' Pamphlet
May 19	Election Day

If you are considering a candidacy, the Oregon Secretary of State's office (503-986-1518) or the Lincoln County Elections office (541-265-4131) is the place to receive accurate and reliable information. The form you submit to file as a candidate is SEL 190. Candidates file for office with the Lincoln County Elections office. Candidates have the option of obtaining the required number of signatures for filing or paying a \$10.00 filing fee with the County.

Candidate Filing

SEL 190

District

rev 01/14
055 155 135

i All information must be completed or the form will be rejected.

This filing is an

Original

Amendment

Candidate Information

Name of Candidate

First

MI

Last

Suffix

Title

How you would like your name to appear on the ballot

First

MI

Last

Suffix

Candidate Residence/Route Address

Street Address

City

State

Zip

Candidate Mailing Address

Street Address or PO Box

City

State

Zip

Contact Information: Only one phone number is required.

Work Phone

Home Phone

Cell Phone

Fax

Email Address

Web Site, if applicable

Filing Information

Filing with the required \$10.00 fee

Prospective Petition

Office Information

Filing for Office of:

District, Position or County:

Occupation (present employment) If no relevant experience, None or NA must be entered.

Occupational Background (previous employment) If no relevant experience, None or NA must be entered.

Educational Background (schools attended) If no relevant experience, None or NA must be entered.

Complete name of School (no acronyms)	Last Grade completed	Diploma/Degree/Certificate	Course of Study

Educational Background (other) Attach a separate sheet if necessary.

Prior Governmental Experience (elected or appointed) If no relevant experience, None or NA must be entered.

Campaign Finance Information (not applicable to candidates for federal office)

Candidate Committee

- Yes, I have a candidate committee.
- No, I do not expect to spend more than \$750 or receive more than \$750 during each calendar year. I understand I must still keep records of all campaign transactions and if total contributions or total expenditures exceed \$750 during a calendar year, I must follow the requirements detailed in the Campaign Finance Manual.
- No, but will be filing a Statement of Organization for Candidate Committee (SEL 220).

By signing this document, I hereby state that:

- I will qualify for said office if elected
- all information provided by me on this form is true to the best of my knowledge



Warning

Supplying false information on this form may result in conviction of a felony with a fine of up to \$125,000 and/or prison for up to 5 years. (ORS 260.715). A person may only file for one lucrative office at the same election. (ORS 249.013 and ORS 249.170)

Candidate's Signature _____

Date Signed _____

For Office Use Only Initials _____

CC Approval Code/Receipt Number _____



600 S.E. BAY BOULEVARD

NEWPORT, OREGON 97365

(541) 265-7758

FAX (541) 265-4235

January 12, 2015

D H Goebel, Architect
P. O. Box 2067
Newport, Oregon 97365

Re: Termination of Contract for New Administration Building

Dear Dietmar,

Regarding the Port of Newport's new administrative building; per Article 9 of the AIA contract B101 between DH Goebel / Capri Architectural and the Port of Newport, the Port hereby gives notice of the termination of contract for architectural services. Due to economic changes, the Port of Newport administrative building project has been cancelled until further notice. It is our understanding that all monies have been invoiced and paid to date for the services rendered through the schematic design and partial CM/GC RFP phase. Although 75% of the CM/GC RFP phase has been included, this service will need to be completed again when the project moves forward in the future. The Port of Newport has been very satisfied with the services of Geobel / Capri Architectural and is hopeful of continuing the project with you at a later date.

Respectfully,

Kevin M. Greenwood
General Manager
Port of Newport

cc: Capri Architectural
cc: Board of Commission

**SPECIAL DISTRICT
BOARD PRACTICES ASSESSMENT**

**PORT OF NEWPORT
January 13, 2015**

**Board Members: Walter Chuck, Pres., Dean Fleck, Ken Brown, JoAnn Barton, David Jincks
General Manager: Kevin Greenwood**

KEY PERFORMANCE AREAS	RATING			ASSESSMENT
	Good	Caution	Danger	
Board Duties and Responsibilities				
Adherence to standards of good stewardship				Board members feel that in the course of their many projects they've had multiple opportunities to gauge how they're viewed by the public, that they are perceived as being "very accessible", and the public "is confident in us and the direction the Port is taking". Members feel that together they have grown as a board during the Port's "turnaround" and have become more attuned with the community.
Demonstration of good governance practices				The Board's development of new Bylaws is a "first" and constitutes "a more prominent policy document that will provide a road map for our future". The document was created with input from all Board members and with "one voice" will serve as the operating manual for commissioners and the Port.

Operational Compliance				
Overall regulatory compliance				The Port is "miles ahead of where we used to be" in it's understanding of "the realities of compliance". The Board feels it is in a more "mature" position on environmental matters and now willingly takes extra steps with additional expenditures to take ensure "higher levels of oversight".
Timeliness of compliance reporting				"We do a good job" as a port of staying on top of reporting; "we trust Kevin to know and alert us on any reporting issues and have learned from experience that it sometimes pays to hire an outside firm to manage the permit process."
Potential compliance challenges				The Board is "hawkish about mitigation" and continually scrutinizes Port priorities; the failed fuel line is an example of a situation that became a top priority through a lot of Board input and trust in staff.
Budget and Finance				
Consistency in budgeting to meet needs				The Board has "evolved and modernized the accounting practices" and as a result is able to better balance emergency and infrastructure needs.
Soundness of financial practices				"We are comfortable with our system of checks and balances." The Board views their internal controls as "protection" for themselves and employees and feels they benefited from a recent change in the auditing process which involved them in reviewing and providing input to the audit draft before it was prepared in final form.

Customer Relations						
Management of service problems						"A lot of room for growth" in this area with a need for a more professional demeanor and appearance by employees who routinely deal with the public.
Improvements to customer service						Kevin needs more time as the new GM to build relationships and establish trust with employees to develop the professionalism of those who have the most public contact. The Board feels employees need to have more "ownership" for customer relations.
Personnel Administration						
Staff morale and work climate						The Board feels that staff is well managed by the GM and that morale is good, an example of which is the positive adjustment made by a long time employee who was not selected for an opening.
Management of employee performance						The GM's performance is reviewed by the Board but the 16-year old personnel manual needs to be modernized to provide a better performance review system.
Alignment of positions with work assignments						There are alignment issues that Kevin is looking at and will be making changes over time for a better fit of personnel with job duties.
Policies and Procedures						
Soundness of administrative policies						The Board is very satisfied with the work the GM has done in instituting sound management policies and practices through the new Board Bylaws as well as the Port's Business Plan and Facilities Plan.
Consistency between work practices and policies						
Efficiency of staff and work systems						