

PORT OF NEWPORT REGULAR COMMISSION MEETING AGENDA

Tuesday, February 24, 2015, 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. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(i) – PERFORMANCE EVALUATIONS OF PUBLIC OFFICERS AND EMPLOYEES. No decisions will be made in Executive Session. 5:30
- II. Call to Order 6:00
- III. Changes to the Agenda 6:01
- IV. Public Comment..... 6:02
- V. Consent Calendar..... 6:08
 - A. Minutes
 - 1. Regular Meeting – January 27, 2015
 - B. Financial Reports
 - C. Declaration of Surplus Property
- VI. Correspondence/Presentations..... 6:13
 - A. Bob Ward, Newport Sea Lion Docks Foundation
- VII. Old Business
 - A. Accounts Paid 6:25
 - B. General Manager Annual Performance Evaluation (ORS 192.660(2)(i)) 6:27
 - C. Resolution Setting Rates, Fees and Charges (ORS 294.160) 6:32
- VIII. New Business
 - A. Vessel Impoundment Fee..... 6:40
- IX. 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
 - B. General Manager’s Report 6:53
 - 1. Rogue Brewery Expansion
 - 2. International Terminal Update
 - 3. Pacific NW Waterways (PNWA), Mission to DC, Mar. 1-5
 - 4. NOAA Recreational Mitigation Projects
 - 5. South Beach Vision Plan
 - 6. Capital Facilities Plan Update – Project List
- X. Commissioner Reports..... 7:05
- XI. Calendar/Future Considerations 7:15
 - A. 2/28-3/1 Saltwater Boatmen’s Show, Salem
 - B. 03/11 Fishermen’s Forum
 - C. 03/19 Commission Candidate Forms Due
 - D. 03/21 Blessing of the Fleet

- E. 03/24 Regular Commission Meeting
- F. 04/07 Commission Budget Priorities Work Session, Noon
- G. 04/14 Second Commission Budget Work Session, if needed
- XII. Public Comment..... 7:20
- XIII. Adjournment 7:25

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.

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**PORT OF NEWPORT
GENERAL MANAGER ANNUAL PERFORMANCE EVALUATION
2015 SUMMARY REPORT**

The Board of Commissioners shall conduct an annual review and evaluation of the Port Manager's work performance pursuant to Res. No. 2014-15 by the end of February. The results of such evaluation shall commend areas of good performance, point out areas for improvement, review and establish work-related goals and objectives. Any adjustment to the General Manager's salary and/or benefits will be determined by the Board at the end of this process.

This Summary Report is the result of the **January 27th** discussion and consists of: (a) list of goals and objectives to be accomplished prior to the next annual evaluation, (b) any salary/benefit adjustment, and (c) summarized ratings from the individual forms. Commissioners were encouraged to contact Manager prior to the **February 24th** regular meeting to suggest any adjustments to this report in advance. The Executive Session will be held before the regular meeting and will allow the Commissioners a chance to make any adjustments to the Summary Report. Some form of the Summary Report (evaluation) is required to be approved by the end of February.

During the regular meeting, the President will review the list of goals and objectives to be accomplished prior to the next annual evaluation and any salary/benefit adjustment and ask for a **MOTION TO ACCEPT THE SUMMARY REPORT AS PRESENTED** (OR AMENDED). The summarized ratings and individual evaluation forms will be placed in the General Manager's personnel file.

LIST OF GOALS/OBJECTIVES TO BE ACCOMPLISHED PRIOR TO 2016 EVALUATION

Tier 1

Facilitate Rogue Expansion
Develop Markets for
International Terminal
Complete Terminal Mitigation
Projects
Commercial Docks
Maintenance/Repairs/Upgrades
Fill Management Positions
Complete NOAA Recreational
Mitigation Projects

Tier 2

Facilitate South Beach Vision
Plan
Staff Development & Training
Complete Personnel Manual
Update
Develop Charter Boat Policy

Tier 3

Develop Donations Policy
Implement CFP Priorities
Develop Special Use Permit
Policy
Develop Process for Evaluation
of Contracted Services
Marketing of Port Property

SALARY/BENEFIT ADJUSTMENT

The Board renews General Manager's annual contract and awards a merit adjustment of 2.0% for FY 15-16 upon approval of the budget.

APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS this 24th day of February, 2015.

Walter Chuck, President

ACKNOWLEDGEMENT OF RECEIPT OF EVALUATION BY GENERAL MANAGER

Kevin M. Greenwood, General Manager

**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

6.	Effectively implements policies and programs approved by the board of commissioners.4	3	3	4	3	3.40
7.	Reporting to the board of commissioners is timely, clear, concise and thorough.4	4	3	4	3	3.60
8.	Accepts direction/instructions in a positive manner4	3	3	5	3	3.60
9.	Effectively aids the board of commissioners in establishing long range goals.4	3	3	4	3	3.40
10.	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
11.	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	43.00
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	23.00
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	41.25
2.	Develop Markets for use of International Terminal including log-exporting opportunities.	3	1	1	3	1	1.80
3.	Complete Terminal mitigation projects	4	1	1	2	n/a	42.00
4.	Develop maintenance plan of commercial docks and show implementation including repairs/rebuild of Port Dock 7 & Hoist Dock	1	1	1	6	2	2.20
5.	Fill Management Positions	7	1	1	5	4	3.60
6.	Complete Recreational Mitigation Projects	5	1	2	7	3	3.60
7.	Facilitate SB Vision Planning and SBP Updates	10	1	1	4	9	5.00
8.	Staff Development and Training	6	2	2	8	*	44.50
9.	Complete Personnel Manual update.....	8	2	1	9	*	45.00
10.	Develop Charter Boat Policy that takes into consideration issues for storefront charters, dockside charters and daily guide services.....	9	2	3	10	6	6.00
11.	Develop policy for donations as part of budget process.	13	3	3	14	8	6.60
12.	Implement CFP priorities.....	12	3	3	11	5	6.80
13.	Develop Special Use Permit for Port Property	11	4	3	12	7	7.40
14.	Develop Annual Performance Evaluation for Professional Contracted Services such as attorney.....	14	4	3	13	*	48.50
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.

**PORT OF NEWPORT
MINUTES
January 27, 2015
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 P.M. at the South Beach Marina and 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).

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

II. CHANGES TO AGENDA

No changes were made to the agenda.

III. PUBLIC COMMENT

Newport Police Chief Mark Miranda distributed 2015 emergency preparedness calendars. He noted that the Seafood and Wine Festival would occur (on Port property) in several weeks. Barton asked whether Miranda had earthquake/tsunami backpacks, and Miranda reported that he does have these supplies in an outbuilding on his property. He also mentioned that he has purchased landslide insurance for his property.

IV. CONSENT CALENDAR

No changes were made to the consent calendar as presented. The consent calendar consisted of the following items:

- A. Minutes of Regular Meeting - December 16, 2014; Minutes of Special Meeting - December 23, 2014; and Minutes of Work Session - January 13, 2015;
- B. Financial Reports;
- C. Award of Insurance;
- D. Captain's Charter Lease Renewal;
- E. Special Use Permit for Moxie Pictures;
- F. Information Technology Contract.

MOTION was made by Fleck, seconded by Barton, to approve the consent calendar as presented. The motion carried in a 5-0 vote.

V. CORRESPONDENCE/PRESENTATIONS

- A. Jim Myers reported on the plans for the NOAA 4th Anniversary event, and the proposed Salmon Enchanted Evening event. The NOAA event is scheduled for August 7, 8, 9, 2015, and the Salmon Enchanted Evening event will occur on July 4, 2015. He thanked the Port for its support of both events.
- B. Bob Ward - Newport Sea Lion Docks Foundation. There was no discussion on this item.
- C. Spencer Nebel - City of Newport - Multi-Use Path in South Beach. The letter from Nebel was discussed, and the Commission agreed to accept the city's plans as presented.

VI. OLD BUSINESS

- A. Accounts Paid - Fleck reported that he has a conflict and will abstain from voting on this issue. MOTION was made by Brown, seconded by Jincks, to approve the accounts paid as presented. The motion carried in a 4-0 vote with Fleck abstaining.
- B. Resolution Setting Rates, Fees, and Charges - Greenwood reported that this document, if adopted, would set rates, fees, and charges for the upcoming year. He noted that he had incorporated suggestions made at the last meeting, including the provision for call-out pay. A discussion ensued regarding call-out pay, and it was concluded that a uniform and clear policy on call-out pay would cover commercial and recreational uses. Greenwood agreed to meet with Jincks to clarify the wording related to call-out pay. A discussion ensued regarding the half-hour minimum charge, and Greenwood noted that this is down from an hour, and includes both personnel and equipment. Greenwood agreed to keep the Commission apprised.
- C. Budget Committee, Officer, and Calendar Review - Greenwood reported that the Brian Barth and Ron Benfield agreed to serve another term on the Budget Committee. He added that the budget calendar is the same as last year with the dates adjusted. MOTION was made by Barton, seconded by Brown, to approve the proposed budget calendar, Budget Committee, and officers for FY2015/2016. The motion carried in a 5-0 vote.
- D. Consideration of Resolution No. 2015-01 - A Resolution Authorizing Interfund Transfers, Interfund Loans, Adopting a Supplemental Budget to the 2014/2015 Fiscal Year Budget, and Making Appropriations -

Greenwood reviewed the resolution noting that it was a follow-up from the special meeting. He reported that work is moving smoothly, but that an extension might be needed on the culvert upgrade. He reported that the Port's auditor, Signe Grimstad, had reviewed this resolution. MOTION was made by Jincks, seconded by Barton, to adopt Resolution No. 2015-01. The motion carried in a 5-0 vote.

E. **General Manager Annual Performance Evaluation** - Greenwood reported that he appreciates the completion of the evaluation forms. He noted that the packet contains a compilation of the submissions, and that he has reviewed them with Chuck. He added that the next step is to discuss this issue in an executive session that is scheduled immediately after this meeting. He stated that a summary report of the goals, rankings, and ratings that are to be used for his contract renewal discussions will be presented at the February meeting.

VII. NEW BUSINESS

A. **2014 Annual Report - ORS 777.140** - Greenwood reported that the packet contains the annual report to the Commission that is required pursuant to ORS 777.140(2). He noted that this document was compiled by reviewing minutes from the previous year's meetings, and that one of the most significant items is number 67 which was a two percent discount on insurance premiums due to board training. MOTION was made by Barton, seconded by Fleck, to adopt the first annual report. The motion carried in a 5-0 vote.

VIII. STAFF REPORTS

A. Departmental Reports

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

Chuck asked about the soil samples related to the fuel dock contamination. Greenwood reported that borings had been taken, and that there may be one sample of concern. He noted that he has yet to receive the report, but that he expects it to be available at the February meeting. He added that the fuel tank line that was leaking has been replaced. Barton asked about stormwater testing. Greenwood reported that he would keep the Commission apprised on both these issues.

B. General Manager's Report

1. International Terminal Update
2. Pacific NW Waterways (PNWA), Mission to DC, March 1 - 5

Greenwood reported that he plans to participate in the PNWA mission to Washington, D.C., and asked whether any Commissioner was interested in participating. It was noted that the chair had participated in the past. Chuck was not planning to participate this year, but suggested leaving the option open for future Commission chairs to participate. Greenwood reported that the issue of the retention of the U.S.C.G. Air Facility in Newport will be discussed at this forum.

3. NOAA Recreational Mitigation Projects

Greenwood reviewed two projects, including an access point under the bridge by the storm outlet, and access for kayaks, divers, etc., on the south jetty. He noted that Rick Fuller would be coordinating these projects as they are NOAA projects.

4. South Beach Vision Plan

Greenwood reported that the scope of work has been defined, and that he is sharing this information with other groups, including YBOOI, NOAA, Aquarium, and others for additional suggestions.

5. Rogue Brewery Expansion, December 9

Greenwood reported that this expansion has been narrowed down to two sites: one is the current location; and the other is the Sportsman Annex location. He noted that negotiations are ongoing, but committed that the Port has a place for the Rogue.

6. Commission Election Calendar/Forms

Greenwood reported that the packet contains important dates for the May election. He noted that all Commission seats, with the exception of Jincks position, are up for election this May.

7. Goebel Architecture Termination Letter

Greenwood reported that a termination letter had been sent to Dietmar Goebel terminating the architectural services for the planned administration building. He noted that this is a formality to bring the project to a close, but that the project can easily be resurrected when funding is available.

Greenwood reported that he had had a discussion with representatives from Teevin Brothers, and that the log exporting facility, planned in Newport, will not be constructed soon. He noted that Teevin Brothers plan to keep the permits active

to take advantage of improved markets in the future. He added that he has had a discussion with another potential log exporter to Korean markets and will keep the Commission apprised.

8. SDAO Commission Assessment

Greenwood reported that the results of the SDAO board practices assessment are included in the packet.

Greenwood reported on an update from Frank Berg that summarized the mitigation projects.

IX. COMMISSIONER REPORTS

Jincks asked whether there was an update on the piling inspections. He suggested looking for a better design and the development of a repair manual. Greenwood reported that he has no further information at this time.

Chuck reported that he attended a recent Council of Governments transportation meeting. He also attended a recent OCZMA meeting.

X. CALENDAR/FUTURE CONSIDERATIONS

Chuck read the following calendar items:

- A. 2/11 Fishermen's Forum
- B. 2/16 President's Day - Closed
- C. 2/19-22 Seafood and Wine Festival
- D. 2/24 Regular Commission Meeting

XI. PUBLIC COMMENT

Jim Shaw expressed dismay that the administrative building project was on hold.

Jim Shaw reported that Newport City Councilor Ralph Busby has replaced former Newport City Councilor Dick Beemer, as the city's liaison to the Port.

XII. ADJOURNMENT

Having no further business, the meeting adjourned to executive session at 7:00 P.M.

ATTEST:

Walter Chuck, President

Ken Brown, Secretary/Treasurer



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: February 19th, 2015

Financials:

January year to date financials are attached. Income continues to be up and expenses down.

Finance Operations:

The Budget process has begun and the Finance team will be working closely with all parties involved throughout the entire process.

Special Projects:

The IT upgrades for the Port will be completed by the end of February. In addition, the office upgrades at South Beach will also be completed by the end of the month.

Insurance:

NOAA's response to our demand letter was not unexpected; they have denied our request indicating that they do not owe any additional insurance costs. The Port has begun the process of identifying the next steps to be taken and will be putting together a risk-reward analysis of further legal action.

Port of Newport Operating Fund
Balance Sheet
As of January 31, 2015

	Jan 31, 15	Jan 31, 14	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Available Cash & Equivalents	1,032,727.96	540,844.75	491,883.21
Restricted Cash & Equivalents	567,379.87	630,637.62	-63,257.75
Total Checking/Savings	1,600,107.83	1,171,482.37	428,625.46
Accounts Receivable			
Accounts Receivable	66,281.38	24,823.47	41,457.91
Total Accounts Receivable	66,281.38	24,823.47	41,457.91
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	-16.00	0.00	-16.00
Due from other Port Funds	34,634.44	130,915.79	-96,281.35
Prepaid Expenses	158,962.90	46,573.88	112,389.02
Undeposited Funds	-1,543.31	0.00	-1,543.31
Total Other Current Assets	193,982.56	171,544.27	22,438.29
Total Current Assets	1,860,371.77	1,367,850.11	492,521.66
Fixed Assets			
Capital Assets	88,045,452.17	89,128,397.64	-1,082,945.47
Total Fixed Assets	88,045,452.17	89,128,397.64	-1,082,945.47
TOTAL ASSETS	89,905,823.94	90,496,247.75	-590,423.81
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	62,016.67	44,084.38	17,932.29
Total Accounts Payable	62,016.67	44,084.38	17,932.29
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	7,505.58	9,108.95	-1,603.37
Payroll Liability	27,636.67	34,296.33	-6,659.66
Prepaid Moorage and Deposits	1,350.00	23,446.00	-22,096.00
Total Other Current Liabilities	304,097.64	367,344.54	-63,246.90
Total Current Liabilities	366,114.31	411,428.92	-45,314.61
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	8,906,566.36	8,875,209.36	31,357.00
Total Liabilities	9,272,680.67	9,286,638.28	-13,957.61
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	529,618.61	354,826.88	174,791.73
Total Equity	80,647,381.91	81,209,609.47	-562,227.56
TOTAL LIABILITIES & EQUITY	89,920,062.58	90,496,247.75	-576,185.17

Port of Newport Operating Fund
Profit & Loss Budget vs. Actual
July 2014 through January 2015

	<u>Jul '14 - Jan 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Lease Revenues	353,502.41	569,438.00	-215,935.59
Shipping Terminal Revenues	7,244.23	10,000.00	-2,755.77
Hoist Dock & Services	311,251.05	385,500.00	-74,248.95
Moorage	673,061.76	1,135,000.00	-461,938.24
Launch Ramp & Trailer Storage	48,303.00	58,000.00	-9,697.00
Miscellaneous Revenue	17,845.39	32,600.00	-14,754.61
RV Parks	498,032.09	552,500.00	-54,467.91
Total Income	<u>1,909,239.93</u>	<u>2,743,038.00</u>	<u>-833,798.07</u>
Gross Profit	1,909,239.93	2,743,038.00	-833,798.07
Expense			
Personal Services	522,230.32	1,124,806.00	-602,575.68
Materials & Services	730,626.45	1,328,297.00	-597,670.55
Debt Services	216,106.73	578,205.00	-362,098.27
Total Expense	<u>1,468,963.50</u>	<u>3,031,308.00</u>	<u>-1,562,344.50</u>
Net Ordinary Income	440,276.43	-288,270.00	728,546.43
Other Income/Expense			
Other Income			
Property Tax Revenue	90,085.77	88,750.00	1,335.77
Fund Transfers In	0.00	25,000.00	-25,000.00
Gain/(Loss) on Sale of Assets	100.00		
Grant & Loan Proceeds	3,897.00	17,200.00	-13,303.00
Interest Income	2,932.55	2,500.00	432.55
Miscellaneous	3,766.90		
Sale of Assets	50.00		
Property & Dredge Sales	246.00	5,000.00	-4,754.00
Total Other Income	<u>101,078.22</u>	<u>138,450.00</u>	<u>-37,371.78</u>
Other Expense			
Breakin Replacement	11,736.04		
Capital Outlay	0.00	150,000.00	-150,000.00
Total Other Expense	<u>11,736.04</u>	<u>150,000.00</u>	<u>-138,263.96</u>
Net Other Income	89,342.18	-11,550.00	100,892.18
Net Income	<u><u>529,618.61</u></u>	<u><u>-299,820.00</u></u>	<u><u>829,438.61</u></u>

Port of Newport Operating Fund
Profit & Loss Budget vs. Actual - Admin
 July 2014 through January 2015

	<u>Jul '14 - Jan 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Lease Revenues	350,133.24	569,438.00	-219,304.76
Hoist Dock & Services	2,212.80		
Moorage	671.00		
Miscellaneous Revenue	1,644.07		
Total Income	<u>354,661.11</u>	<u>569,438.00</u>	<u>-214,776.89</u>
Gross Profit	354,661.11	569,438.00	-214,776.89
Expense			
Personal Services	188,361.11	484,982.00	-296,620.89
Materials & Services	179,066.21	377,337.00	-198,270.79
Debt Services	8,926.00	16,912.00	-7,986.00
Total Expense	<u>376,353.32</u>	<u>879,231.00</u>	<u>-502,877.68</u>
Net Ordinary Income	-21,692.21	-309,793.00	288,100.79
Other Income/Expense			
Other Income			
Property Tax Revenue	90,085.77	88,750.00	1,335.77
Fund Transfers In	0.00	25,000.00	-25,000.00
Gain/(Loss) on Sale of Assets	100.00		
Grant & Loan Proceeds	4,800.00	16,500.00	-11,700.00
Interest Income	2,932.55	2,500.00	432.55
Miscellaneous	3,736.90		
Sale of Assets	50.00		
Total Other Income	<u>101,705.22</u>	<u>132,750.00</u>	<u>-31,044.78</u>
Net Other Income	101,705.22	132,750.00	-31,044.78
Net Income	<u>80,013.01</u>	<u>-177,043.00</u>	<u>257,056.01</u>

Port of Newport Operating Fund
Profit & Loss Budget vs. Actual - NIT
 July 2014 through January 2015

	<u>Jul '14 - Jan 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Lease Revenues	3,369.17		
Shipping Terminal Revenues	7,238.11	7,500.00	-261.89
Hoist Dock & Services	126,739.54	139,500.00	-12,760.46
Moorage	55,129.20	60,000.00	-4,870.80
Miscellaneous Revenue	1,946.05		
Total Income	<u>194,422.07</u>	<u>207,000.00</u>	<u>-12,577.93</u>
Gross Profit	194,422.07	207,000.00	-12,577.93
Expense			
Personal Services	32,510.64	59,810.00	-27,299.36
Materials & Services	56,200.97	99,262.00	-43,061.03
Debt Services	138,781.37	449,005.00	-310,223.63
Total Expense	<u>227,492.98</u>	<u>608,077.00</u>	<u>-380,584.02</u>
Net Ordinary Income	-33,070.91	-401,077.00	368,006.09
Other Income/Expense			
Other Expense			
Capital Outlay	0.00	150,000.00	-150,000.00
Total Other Expense	<u>0.00</u>	<u>150,000.00</u>	<u>-150,000.00</u>
Net Other Income	0.00	-150,000.00	150,000.00
Net Income	<u><u>-33,070.91</u></u>	<u><u>-551,077.00</u></u>	<u><u>518,006.09</u></u>

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Accrual Basis

Port of Newport Operating Fund
Profit & Loss Budget vs. Actual - SB
July 2014 through January 2015

	<u>Jul '14 - Jan 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Hoist Dock & Services	7,638.95	9,500.00	-1,861.05
Moorage	350,702.42	675,000.00	-324,297.58
Launch Ramp & Trailer Storage	48,073.00	58,000.00	-9,927.00
Miscellaneous Revenue	11,727.09	28,600.00	-16,872.91
RV Parks	498,032.09	552,500.00	-54,467.91
Total Income	<u>916,173.55</u>	<u>1,323,600.00</u>	<u>-407,426.45</u>
Gross Profit	916,173.55	1,323,600.00	-407,426.45
Expense			
Personal Services	161,173.96	308,951.00	-147,777.04
Materials & Services	355,869.80	550,714.00	-194,844.20
Debt Services	64,341.81	105,332.00	-40,990.19
Total Expense	<u>581,385.57</u>	<u>964,997.00</u>	<u>-383,611.43</u>
Net Ordinary Income	334,787.98	358,603.00	-23,815.02
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>331,275.81</u></u>	<u><u>364,303.00</u></u>	<u><u>-33,027.19</u></u>

Port of Newport Operating Fund
Profit & Loss Budget vs. Actual - CM
 July 2014 through January 2015

	<u>Jul '14 - Jan 15</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	172,362.16	236,500.00	-64,137.84
Moorage	266,559.14	400,000.00	-133,440.86
Launch Ramp & Trailer Storage	230.00		
Miscellaneous Revenue	2,592.43	4,000.00	-1,407.57
Total Income	<u>441,749.85</u>	<u>643,000.00</u>	<u>-201,250.15</u>
Gross Profit	441,749.85	643,000.00	-201,250.15
Expense			
Personal Services	140,184.61	271,063.00	-130,878.39
Materials & Services	139,701.74	300,984.00	-161,282.26
Debt Services	4,057.55	6,956.00	-2,898.45
Total Expense	<u>283,943.90</u>	<u>579,003.00</u>	<u>-295,059.10</u>
Net Ordinary Income	157,805.95	63,997.00	93,808.95
Other Income/Expense			
Other Income			
Miscellaneous	30.00		
Total Other Income	<u>30.00</u>		
Net Other Income	30.00		
Net Income	<u><u>157,835.95</u></u>	<u><u>63,997.00</u></u>	<u><u>93,838.95</u></u>

Port of Newport - NOAA Fund
Balance Sheet
As of January 31, 2015

	<u>Jan 31, 15</u>	<u>Jan 31, 14</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Cash & Equivalents	4,801,003.37	4,838,934.96	-37,931.59
Total Checking/Savings	<u>4,801,003.37</u>	<u>4,838,934.96</u>	<u>-37,931.59</u>
Other Current Assets			
Prepaid Expenses	76,077.89	80,334.32	-4,256.43
Bond Costs (net amortization)	587,640.00	587,640.00	0.00
Total Other Current Assets	<u>663,717.89</u>	<u>667,974.32</u>	<u>-4,256.43</u>
Total Current Assets	<u>5,464,721.26</u>	<u>5,506,909.28</u>	<u>-42,188.02</u>
TOTAL ASSETS	<u><u>5,464,721.26</u></u>	<u><u>5,506,909.28</u></u>	<u><u>-42,188.02</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	10,751.77	-588,962.93	599,714.70
Total Accounts Payable	<u>10,751.77</u>	<u>-588,962.93</u>	<u>599,714.70</u>
Other Current Liabilities			
Vacation Payable	2,452.00	1,010.00	1,442.00
Due to Operations or Const Fund	8,486.80	0.00	8,486.80
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>1,310,223.80</u>	<u>1,300,295.00</u>	<u>9,928.80</u>
Total Current Liabilities	<u>1,320,975.57</u>	<u>711,332.07</u>	<u>609,643.50</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>23,664,096.57</u>	<u>23,054,453.07</u>	<u>609,643.50</u>
Equity			
Opening Balance Equity	-17,956,077.71	-17,956,077.71	0.00
Unrestricted Net Assets	511,170.12	781,075.07	-269,904.95
Net Income	-754,467.72	-372,541.15	-381,926.57
Total Equity	<u>-18,199,375.31</u>	<u>-17,547,543.79</u>	<u>-651,831.52</u>
TOTAL LIABILITIES & EQUITY	<u><u>5,464,721.26</u></u>	<u><u>5,506,909.28</u></u>	<u><u>-42,188.02</u></u>

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 02/19/15
 Accrual Basis

Port of Newport - NOAA Fund
Profit & Loss Budget vs. Actual
 July 2014 through January 2015

	<u>Jul '14 - Jan 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Lease Income	1,482,881.19	2,538,000.00	-1,055,118.81
Interest Income	5,966.16	10,000.00	-4,033.84
Total Income	<u>1,488,847.35</u>	<u>2,548,000.00</u>	<u>-1,059,152.65</u>
Expense			
Personal Services	67,916.39	106,975.00	-39,058.61
Materials & Service	161,083.63	630,387.00	-469,303.37
Debt Service	2,001,358.76	2,001,500.00	-141.24
Total Expense	<u>2,230,358.78</u>	<u>2,738,862.00</u>	<u>-508,503.22</u>
Net Ordinary Income	-741,511.43	-190,862.00	-550,649.43
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	-12,956.29	-250,000.00	237,043.71
Net Income	<u><u>-754,467.72</u></u>	<u><u>-440,862.00</u></u>	<u><u>-313,605.72</u></u>

Facility Maintenance Reserve Fund
Balance Sheet
 As of January 31, 2015

	<u>Jan 31, 15</u>	<u>Jan 31, 14</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Umpqua Bank - Money Market	166,664.35	290,232.92	-123,568.57
Total Checking/Savings	<u>166,664.35</u>	<u>290,232.92</u>	<u>-123,568.57</u>
Total Current Assets	<u>166,664.35</u>	<u>290,232.92</u>	<u>-123,568.57</u>
TOTAL ASSETS	<u><u>166,664.35</u></u>	<u><u>290,232.92</u></u>	<u><u>-123,568.57</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	86,530.60	123,719.53	-37,188.93
Total Accounts Payable	<u>86,530.60</u>	<u>123,719.53</u>	<u>-37,188.93</u>
Total Current Liabilities	<u>86,530.60</u>	<u>123,719.53</u>	<u>-37,188.93</u>
Total Liabilities	86,530.60	123,719.53	-37,188.93
Equity			
Fund Balance	166,595.95	96,288.94	70,307.01
Net Income	<u>-86,462.20</u>	<u>70,224.45</u>	<u>-156,686.65</u>
Total Equity	<u>80,133.75</u>	<u>166,513.39</u>	<u>-86,379.64</u>
TOTAL LIABILITIES & EQUITY	<u><u>166,664.35</u></u>	<u><u>290,232.92</u></u>	<u><u>-123,568.57</u></u>

Construction Fund - Port of Newport
Balance Sheet
 As of January 31, 2015

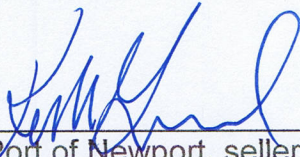
	<u>Jan 31, 15</u>	<u>Jan 31, 14</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Construction Fund Bank Accts	449,376.97	794,038.19	-344,661.22
Total Checking/Savings	<u>449,376.97</u>	<u>794,038.19</u>	<u>-344,661.22</u>
Total Current Assets	<u>449,376.97</u>	<u>794,038.19</u>	<u>-344,661.22</u>
TOTAL ASSETS	<u><u>449,376.97</u></u>	<u><u>794,038.19</u></u>	<u><u>-344,661.22</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
A/P - Construction	8,586.76	6,798.33	1,788.43
Total Accounts Payable	<u>8,586.76</u>	<u>6,798.33</u>	<u>1,788.43</u>
Total Current Liabilities	<u>8,586.76</u>	<u>6,798.33</u>	<u>1,788.43</u>
Total Liabilities	8,586.76	6,798.33	1,788.43
Equity			
Fund Balance	750,803.54	1,212,169.60	-461,366.06
Net Income	<u>-310,013.33</u>	<u>-424,929.74</u>	<u>114,916.41</u>
Total Equity	<u>440,790.21</u>	<u>787,239.86</u>	<u>-346,449.65</u>
TOTAL LIABILITIES & EQUITY	<u><u>449,376.97</u></u>	<u><u>794,038.19</u></u>	<u><u>-344,661.22</u></u>

Bonded Debt Fund - Port of Newport
Balance Sheet
As of January 31, 2015

	<u>Jan 31, 15</u>	<u>Jan 31, 14</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Gen Obligation Bond MM-OCB	315,280.32	272,713.60	42,566.72
Total Checking/Savings	315,280.32	272,713.60	42,566.72
Accounts Receivable			
Due from General Operating Fund	7,505.58	9,108.95	-1,603.37
Total Accounts Receivable	7,505.58	9,108.95	-1,603.37
Other Current Assets			
Property Tax Receivable	76,845.12	67,552.12	9,293.00
Total Other Current Assets	76,845.12	67,552.12	9,293.00
Total Current Assets	399,631.02	349,374.67	50,256.35
Other Assets			
Bond Issue costs, net of amort.	282,476.00	282,476.00	0.00
Total Other Assets	282,476.00	282,476.00	0.00
TOTAL ASSETS	<u>682,107.02</u>	<u>631,850.67</u>	<u>50,256.35</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Bonds Payable - Current	275,000.00	275,000.00	0.00
Total Other Current Liabilities	275,000.00	275,000.00	0.00
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	13,994,630.00	13,994,630.00	0.00
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	279,038.80	283,648.66	-4,609.86
Total Equity	-13,587,522.98	-13,637,779.33	50,256.35
TOTAL LIABILITIES & EQUITY	<u>682,107.02</u>	<u>631,850.67</u>	<u>50,256.35</u>

BILL OF SALE
February 6, 2015

The Port of Newport agrees to sell and Port of Toledo agrees to purchase, as is, where is, 1,000 ft 30" diameter, 3/8" wall thickness, various lengths of piling. The sale price is Twenty five thousand dollars (\$25,000) payable in one lump sum on or before February 6, 2015. Payment should be in the form of cash or check.



Port of Newport, seller
Kevin Greenwood, General Manager

Port of Toledo, buyer
Bud Shoemake, General Manager

Kevin Greenwood
Print name

Bud Shoemake
Print name



Memo

To: Port of Newport Commissioners
From: Stephen Larrabee, Director of Finance
Date: February 19, 2015

Declaration of Excess Property

One vessel was seized in December for a delinquent account and abandonment.

Vessel	ID#	Amount Owed
Rose	OR 478ABZ	\$4,942.11

The Rose is a recreational vessel moored at Port of Newport, Newport Marina in South Beach. It was obtained by the Port of Newport on February 5, 2015 at public auction with no bidders other than the Port.

The goal is to dispose of this vessel, hopefully through sale.

This request is to have the vessel declared surplus property so that it may be disposed of.

Port of Newport

NOAA Fund

January 14, 2015 through February 18, 2015

Date	Num	Name	Memo	Amount
1/15/15	12584	Lincoln County Public Works	Fuel	32.67
1/16/15	12585	Fastenal Company	Anchor Bolts, Washers & Nuts for Bunker Co	47.08
1/22/15	12586	Chase-Visa	Filters, Hippo Hardware	237.85
1/22/15	12587	Central Lincoln PUD	Electric	75.50
1/22/15	12588	G & K Floors	VOID: Janitorial Services	0.00
1/22/15	12589	Glass Architects, LLC	Shredding and closeout expense	187.00
1/22/15	12590	Ultimate Pest Control, LLC	Pest Control	125.00
1/22/15	12591	Fastenal Company	Fuel cans	94.15
1/22/15	12592	S.D.A.O. - Special Districts Assoc. of OR	VOID:	0.00
1/23/15	12593	S.D.A.O. - Special Districts Assoc. of OR	NOAA Health Ins	648.67
1/29/15	12594	T & L Chemical Toilet Service	Holding Tank Rental	35.00
1/29/15	12595	Verizon Wireless	Phone charges	61.63
1/29/15	12596	Williams Scotsman Inc	Rent Mobile Office	291.04
2/4/15	12597	Grainger	Corner guards for Lamp Ped	370.96
2/4/15	12598	Pioneer Telephone Cooperative	Telephone	242.66
2/4/15	12599	TCB Security Services Inc	Elevator Phone Monitoring NOAA	20.00
2/4/15	12600	SecureCom, Inc.	Fire Alarm System Service	1,224.85
2/4/15	12601	Alsea Bay Power Products	Oil	69.00
2/4/15	12602	S.D.A.O. - Special Districts Assoc. of OR	NOAA Health Ins	648.67
2/12/15	12603	Lincoln County Public Works	Fuel	32.94
2/12/15	12604	Thompsons Sanitary Service	Disposal & 20YD Dumpster	325.10
2/12/15	12605	Englund Marine & Industrial Supply	Inflatable Life vest	190.72
2/12/15	12606	Barrelhead Supply, Inc.	Caulking	93.31
2/12/15	12607	Chase-Visa	Hippo Hardware, HVAC Filters	614.88
2/18/15	12608	Central Lincoln PUD	Electric	62.33
2/18/15	12609	Ultimate Pest Control, LLC	Pest Control	125.00
			TOTAL	5,856.01



Construction Fund

January 14, 2015 through February 18, 2015

Date	Num	Name	Memo	Amount
1/23/15	11777	Daily Journal of Commerce		133.40
1/23/15	11778	Day CPM	Mitigation work	1,531.50
1/23/15	11779	GRI	Hatfield Culvert Replacement	16,965.86
1/23/15	11780	Natt McDougall Company	Terminal Renovations	252,145.79
1/23/15	11781	GRI	Engineering Services Admin Bldg	6,853.36
2/3/15	11782	City of Newport	Permit App Fee-Culvert Replacement P	3,009.71
2/4/15	11783	Day CPM	Mitigation work	1,362.35
2/4/15	11784	GRI	Hatfield Culvert Replacement	4,214.70
TOTAL				286,216.67

Port of Newport

Operating Fund

January 14, 2015 through February 18, 2015

Date	Num	Name	Memo	Amount
1/15/15	36353	Employee	Mid Month Draw	450.00
1/15/15	36354	Employee	Mid Month Draw	500.00
1/15/15	36355	Employee	Mid Month Draw	300.00
1/15/15	36356	Employee	Mid Month Draw	475.00
1/15/15	36357	Employee	Mid Month Draw	500.00
1/15/15	36358	Employee	Mid month Draw	300.00
1/15/15	36359	Employee	VOID:	0.00
1/15/15	36360	Employee	VOID: Mid Month Draw	0.00
1/15/15	36361	Employee	Mid month draw	200.00
1/15/15	36362	Employee	Mid Month Draw	1,500.00
1/15/15	36363	Aflac World Wide Headquarters	Aflac Final Payment	31.85
1/15/15	36364	Halco Welding, Inc.	Welding Pile Straps	500.00
1/15/15	36365	Lincoln County Public Works	Fuel for Trucks	240.81
1/15/15	36366	Newport Signs	Washer & Dryer Signs	195.00
1/15/15	36367	News-Times	Fisherman Holiday	185.55
1/15/15	36368	Staples	Printer, Copy Paper, Toner	630.12
1/16/15	36369	Fastenal Company	Misc hardware	94.03
1/16/15	36370	Allegiance Benefit Plan Mgmt	Health Reimbursement for Barb Martin	1,500.00
1/16/15	36371	Carson Oil Company	250 Gals of BioDiesel for NIT	745.45
1/16/15	36372	Creative Landscape & Maintenance	Landscape Maintenance	1,200.00
1/16/15	36373	Carquest Auto Parts	Filter & Oil for F150	41.27
1/16/15	36374	Industrial Welding Supply, Inc	Box of Cutting Disks for Grinder	164.85
1/16/15	36375	Fred Meyer Customer Charges	Employee Gift Cards	1,532.93
1/21/15	36376	Cardinal Services, Inc.	Temp Office Assistants	1,990.95
1/21/15	36377	Central Lincoln PUD	Electric	609.02
1/21/15	36378	CenturyLink - Business Service	Telephone	27.57
1/21/15	36379	Design Space	Customs Office	835.00
1/21/15	36380	Neopost USA Inc	Postage Machine Rental	149.85
1/21/15	36381	Petroleum Compliance Services	NIT Cathodic Protection Testing	1,450.00
1/21/15	36382	Platt	Circuit Breakers	415.78
1/21/15	36383	U.G. Cash & Carry	Cleaning Supplies	347.45
1/21/15	36384	Xerox Corporation	Copier Rental and Print Charge SB	148.75
1/22/15	36385	Chase - Visa	Boat Show Expense, QB Contract	2,059.85
1/22/15	36386	Allegiance Benefit Plan Mgmt	Insurance Withholding	440.58
1/22/15	36387	Business Oregon-OBDD	Loan 655-36-02	7,800.00
1/22/15	36388	Central Lincoln PUD	Electric	4,545.32
1/22/15	36389	Century Link	Telephone	184.52
1/22/15	36390	Department of Environmental Quality	SB Compliance fee for storage tanks	270.00
1/22/15	36391	G & K Floors	VOID: Janitorial Services SB and Customs T	0.00
1/22/15	36392	Great America Financial Services	Copier Lease	139.60
1/22/15	36393	Special Districts Insurance Service	VOID:	0.00

Port of Newport

Operating Fund

January 14, 2015 through February 18, 2015

1/22/15	36394	Barb Martin	Meals and Mileage for Boat Show	232.28
1/22/15	36395	Business Oregon-OBDD	VOID: Principal & Int L00012	0.00
1/22/15	36396	Central Lincoln PUD	Electric	1,860.83
1/22/15	36397	Century Link	Monthly Charges Telephone	193.74
1/22/15	36398	Coastal Marine Hydraulics, LLC	Repair #4 Hydraulic Hoist	476.68
1/22/15	36399	Coastal Paper & Supply, Inc.	Cleaners and Paper Products	490.30
1/22/15	36400	CoastCom Inc	Internet and E-mail	712.00
1/22/15	36401	Design Space	Customs Office	217.00
1/22/15	36402	EDGE Analytical Laboratories	Storm water Testing IT	203.00
1/22/15	36403	HC Etc., Inc	Repair Cameras Terminal	657.50
1/22/15	36404	Kevin Greenwood	Mileage for Boat Show	103.50
1/22/15	36405	Penny Gabrielson	Mileage and Meals Portland Boat Show	227.97
1/22/15	36406	Sears Commercial One	Washers for RV Park	6,872.42
1/22/15	36407	Servco Pacific Insurance	Tug & Dock Ins	37,634.64
1/22/15	36408	Special Districts Insurance Service	Quarterly Property/Casualty Insurance	33,455.50
1/22/15	36409	Steve Larrabee	Mileage for Boat Show	127.65
1/22/15	36410	Tina McCann	Meals and Mileage for Boat Show	259.74
1/22/15	36411	Toyota Financial Services	SB Forklift	464.55
1/22/15	36412	Business Oregon-OBDD	Principal & Int L00012	7,520.00
1/22/15	36413	Central Lincoln PUD	Electric	12,188.20
1/22/15	36414	Special Districts Insurance Service	VOID:	0.00
1/22/15	36415	Toyota Financial Services	Forklift CM	579.65
1/22/15	36416	Central Lincoln PUD	Electric	1,237.94
1/23/15	36417	City of Newport	Room Tax	528.88
1/23/15	36418	Special Districts Insurance Service	Dec 2014 Health Pan	9,480.06
1/23/15	36419	Neutron Industries	Odor Eliminator	255.18
1/23/15	36420	Runions Construction LLC	Remark Pavement	446.36
1/29/15	36421	Oregon Lodging Tax	4th quarter Lodging Tax	510.65
1/29/15	36422	Cardinal Services, Inc.	Wages for Temp Services	962.00
1/29/15	36423	Lincoln Glass	Replace Plexiglas North Kiosk	70.00
1/29/15	36424	NW Natural	SB Gas	524.44
1/29/15	36425	Petty Cash	Barrelhead Misc hardware	92.70
1/29/15	36426	Systemax Northwest, Inc.	Install Replacement Phone System SB	475.00
1/29/15	36427	T & L Chemical Toilet Service	Chemical Toilets Bayfront	436.00
1/29/15	36428	T&L Septic Tank Service	Pump Septic Tank Terminal	450.00
1/29/15	36429	Verizon Wireless	Port cell phones	859.20
1/29/15	36430	Carpet One Floor & Home	Safe Cover	254.00
2/2/15	36431	Roxie Cuellar	Error in Payroll	500.00
2/4/15	36432	Allegiance Benefit Plan Mgmt	Health Reimbursement for Barb Martin	72.44
2/4/15	36433	Central Lincoln PUD	Electric	2,312.33
2/4/15	36434	CHEMSEARCH	Case Maxi Lube, and Spray Lube	450.62
2/4/15	36435	City of Newport	Water and Sewer	1,872.45
2/4/15	36436	Coastal Paper & Supply, Inc.	Cleaning Supplies and Paper Products	921.96
2/4/15	36437	Costco	Business membership	55.00

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2/4/15	36438	Direct TV	Cable SB RV Park	492.39
2/4/15	36439	Fastenal Company	Nuts and Bolts	151.91
2/4/15	36440	Harris Work Systems	Computer Accessory Equipment	1,065.56
2/4/15	36441	HC Etc., Inc	Deposit for South Beach Office IT upgrade	6,500.00
2/4/15	36442	Ocean	Salem Boat Show	250.00
2/4/15	36443	OCZMA, Inc.	OCZMA Meeting, W. Chuck	14.00
2/4/15	36444	Oregon Coast Technology Inc	Copier-Printer Port Office	29.27
2/4/15	36445	Pioneer Printing, Inc.	Service Tickets	252.30
2/4/15	36446	Pioneer Telephone Cooperative	Monthly Phone Service	225.94
2/4/15	36447	Platt	Fluke Clamp Meter, Circuit Breakers	772.47
2/4/15	36448	TCB Security Services, Inc	Monthly Security contract	6,516.00
2/4/15	36449	Voya (State of Oregon Plan)	Monthly Employee Contribution to Deferred C	100.00
2/4/15	36450	Yaquina Boat Equipment, Inc	Sandblast and Rezinc Oil Cube	676.25
2/4/15	36451	City of Newport	Water and Sewer	3,358.90
2/4/15	36452	Alsea Bay Power Products	Repair Riding Lawn Mower	797.25
2/4/15	36453	Copelund Lumber Yards, Inc..	Lumber	72.45
2/4/15	36454	Newport Auto Parts Inc	Filter & Oil for F150	35.96
2/4/15	36455	Newport Rental Service	Pressure Washer Wand	38.00
2/4/15	36456	Special Districts Insurance Service	Dec 2014 Health Pan	10,128.73
2/9/15	36457	Oregon Economic Development Assoc	Admin 2015 membership dues	250.00
2/12/15	36458	Bryan Farmer	Mid Month Draw	450.00
2/12/15	36459	Chris Urbach	Mid Month Draw	500.00
2/12/15	36460	David Behrens	VOID: Mid Month Draw	0.00
2/12/15	36461	Deanna K Davis	Mid Month Draw	500.00
2/12/15	36462	Devin Whaley	Mid Month Draw	300.00
2/12/15	36463	Fred Hauert	Mid Month Draw	475.00
2/12/15	36464	Kevin Bryant	Mid Month Draw	500.00
2/12/15	36465	Roxie Cuellar	Mid month draw	700.00
2/12/15	36466	Steve Larrabee	Mid Month Draw	1,500.00
2/12/15	36467	Alan Brown Tire Center	H 90 Tires	373.26
2/12/15	36468	ALSCO	Shop Towels, Mats	282.93
2/12/15	36469	Central Lincoln PUD	Electric	8,428.12
2/12/15	36470	CenturyLink - Business Service	Telephone	23.22
2/12/15	36471	Chris Urbach	Lunch	44.45
2/12/15	36472	Creative Landscape & Maintenance	Landscape Maintenance	1,200.00
2/12/15	36473	Dahl & Dahl, Inc	Debris Disposal	250.38
2/12/15	36474	Design Space	Customs Office	835.00
2/12/15	36475	Direct TV	Monthly Cable SB Annex	310.91
2/12/15	36476	Grimstad & Associates	Budget Review	328.00
2/12/15	36477	Keller Supply Company	Bonnet Assembly	279.06
2/12/15	36478	Leisure Interactive	Annual Software Subscription SB	6,300.00
2/12/15	36479	Lincoln County Public Works	Fuel for Trucks	199.69
2/12/15	36480	MACPHERSON, GINTNER & DIAZ	Review General Business -PG	1,380.00
2/12/15	36481	Suburban Propane	Fill Propane	209.21
2/12/15	36482	Thompson's Sanitary Service, Inc	Disposal Service	5,112.80
2/12/15	36483	Toyota Financial Services	Forklift	1,044.20

Port of Newport

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January 14, 2015 through February 18, 2015

2/12/15	36484	Xerox Corporation	Copier Rental and Print Charge SB	98.08
2/12/15	36485	Central Lincoln PUD	Electric	3,494.34
2/12/15	36486	Englund Marine Supply Co, Inc	Life Vests, Flag Pole Hardware	1,509.61
2/12/15	36487	Staples	Citation Books, Office Supplies	448.93
2/12/15	36488	Barrelhead	Smail Tools, Roofing Supplies	725.33
2/12/15	36489	Chase - Visa	Phone System for South Beach, Boat Show	2,335.11
2/12/15	36490	Vanessa Anderson	Mid Month Draw	300.00
2/12/15	36491	AboveBoard Electric Inc	Replace Electric Panel CM	319.00
2/12/15	36492	Cardinal Services, Inc.	Temp Office Assistants	100.00
2/12/15	36493	Harvey's Lock & Key	Replace Shower Door Handle	278.16
2/17/15	36494	Paul Lucas	Moorage Refund Frog's Pajamas.	465.00
2/18/15	36495	Employee	Mid month Draw	300.00
2/18/15	36496	Carson Oil Company	Fuel	38.83
2/18/15	36497	Central Lincoln PUD	Electric	3,640.79
2/18/15	36498	Century Link	Telephone	378.70
2/18/15	36499	City of Newport	Room Tax	867.12
2/18/15	36500	CoastCom Inc	Internet and E-mail	712.00
2/18/15	36501	Great America Financial Services	Copier Lease	139.60
2/18/15	36502	Sears Commercial One	Small Tools	172.49
2/18/15	36503	Central Lincoln PUD	Electric	1,794.38
2/18/15	36504	Department of State Lands	Sand Royalty	187.44

TOTAL	241,503.98
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**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. Rates become effective November 1, 2015. 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. after 3 hours.....	---	\$43.00	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. 120v. IT	\$14.25	\$14.50	2%
3. 220 or 408/440v three phase.....	\$14.25	\$14.50	2%
4. PD 7 Service Dock, 110v pumps.....	\$ 6.00	\$ 6.25	4%
5. 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			
a. per square foot, daily rate.....	---	\$0.01	n/a
b. per square foot, monthly charge.....	\$ 0.20	\$0.21	5%
c. minimum monthly charge	\$20.00	\$21.00	5%
d. boat trailer only, per night.....	\$ 2.00	\$2.10	3%

	e.	boat on trailer, per night, 10 days limit.....	\$ 7.00	\$7.20	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 hour	\$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; 3/4 hour minimum, in 15 min. increments	\$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, 1 hour minimum	\$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%
c. Electrical Surcharge	----	\$30.00	n/a
B. <u>South Beach Charter Rates</u> .			
1. Annual Moorage, per linear foot (PONFC).....	\$41.53	\$43.19	4%
2. Charter License.....	\$300.00	\$300.00	3%
C. <u>Dock Box</u> .			
1. Purchase (at cost).....	\$280.00	\$300.00	0%
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	\$ 0.50	\$1.00	100%
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. All Marina Park Sites			
a. Daily			
i. Regular	\$43.00	\$43.00	0%
ii. Good Sam.....	\$39.00	\$40.00	3%
b. Weekly			
i. Regular	\$261.00	\$269.00	3%
ii. Good Sam.....	\$236.00	\$243.00	3%
c. Monthly Rate	\$738.00	\$760.00	3%
3. The Annex.			
a. Daily	\$32.00	\$33.00	3%
b. Weekly	\$195.00	\$201.00	3%
c. Monthly.....	\$584.00	\$602.00	3%
4. Dry Camping.....	\$18.00	\$19.00	6%
		OLD NEW +/-	
B. <u>Off Season (Winter)</u> . November 1 – April 30. No discounts during Seafood and Wine Festival.			
1. All Sites in the Marina Park			
a. Daily			
i. Regular	\$37.00	\$38.00	3%

	ii. Good Sam.....	\$34.00	\$35.00	3%
b.	Weekly			
	i. Regular.....	\$221.00	\$228.00	3%
	ii. Good Sam.....	\$200.00	\$206.00	3%
c.	Monthly Rate.....	\$633.00	\$652.00	3%
3.	The Annex.			
	a. Daily.....	\$32.00	\$33.00	3%
	b. Weekly.....	\$195.00	\$201.00	3%
	c. Monthly.....	\$584.00	\$602.00	3%
4.	Dry Camping.....	\$18.00	\$19.00	6%
C.	<u>Pet Fee.</u> Charged additionally.			
	1. Daily. First pet free; each additional.....	\$ 2.00	\$ 2.00	0%
	2. Weekly. First pet free; each additional.....	\$10.00	\$10.00	0%
	3. Monthly. Charged per pet including first.....	\$10.00	\$10.00	0%
D.	<u>Individual Fee.</u> First two people free; each additional person charged.			
	1. Daily.....	\$ 2.00	\$ 2.00	0%
	2. Weekly.....	\$10.00	\$10.00	0%
	3. Monthly.....	\$30.00	\$30.00	0%
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	\$ 2.00	0%
	2. Weekly.....	\$10.00	\$10.00	0%
	3. Monthly.....	\$30.00	\$30.00	0%
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	\$77.00	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%

OLD NEW +/-

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</u> (IRS)	current	current	0%
N. <u>Travel Reimbursement Rates</u> follow current IRS per diem rates current (http://www.gsa.gov/portal/category/104711)	current	current	0%
O. <u>Impound Seizure Fee</u> . Vessel impounding.	\$550.00	\$600.00	9%
P. <u>Special Use Permit Fee</u> . GM has authority to adjust fee based upon non-profit status and other criteria	---	\$1,000.00	n/a
Q. <u>Impound Seizure Fee</u> . Car/Truck/Trailer	---	\$100.00	n/a
R. <u>Vessel Moving</u> . Does not include labor rate	---	\$250.00	n/a

Section 7. Insurance Certificate Limits.

A. <u>Leases/Tenants</u> .			
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. <u>Moorage/Vessels</u> .			
1. Commercial Vessels			
a. General Liability			
i. Protection & Indemnity / Wreck Removal	\$250k	\$250k	0%
ii. Pollution Coverage	\$300k	\$300k	0%
iii. Combine Coverage / Wreck Removal	\$600k	\$500k	0%
2. Recreational Vessels			

	a. General Liability			
	i. Ocean Marine Liability / Wreck Removal.....	\$300k	\$300k	0%
	ii. Pollution Coverage	\$300k	\$300k	0%
	iii. or Watercraft Liability, specifically includes wreck removal and pollution. Umbrella clauses must identify boats exceeding 25 ft.	\$500k	\$500k	0%
3.	Charter/Guide Vessels			
	a. General Liability.....	\$1.7MM	\$1.7MM	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

NEW BUSINESS
Vessel Impoundment Fee

The impound fee, historically charged for the seizure of vessels was inadvertently omitted from the 2014 Rate Resolution. The impound fee of \$550 is used to cover the time of office staff to produce the necessary paperwork for the seizure process, certified postage costs, and the Operations crew time for securing, inventorying and moving the vessel.

I would recommend that a Commissioner make a MOTION TO IMPLEMENT A FIVE-HUNDRED-AND-FIFTY DOLLAR (\$550) VESSEL IMPOUNDMENT FEE TO COVER ADMINISTRATIVE EXPENSES RELATED TO THE SEIZURE PROCESS.

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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: February 19th, 2015

Financials:

January year to date financials are attached. Income continues to be up and expenses down.

Finance Operations:

The Budget process has begun and the Finance team will be working closely with all parties involved throughout the entire process.

Special Projects:

The IT upgrades for the Port will be completed by the end of February. In addition, the office upgrades at South Beach will also be completed by the end of the month.

Insurance:

NOAA's response to our demand letter was not unexpected; they have denied our request indicating that they do not owe any additional insurance costs. The Port has begun the process of identifying the next steps to be taken and will be putting together a risk-reward analysis of further legal action.



FACILITY MANAGER'S MONTHLY REPORT

FACILITY: NOAA MOC-P
DATE: 2/18/2015
PERIOD: January - February 2015
TO: Kevin Greenwood
ISSUED BY: Rick Fuller

NOAA MOC-P

Upland: Scheduled quarterly and semiannual preventative maintenance tasks dominated this month's schedule. All membrane roofs were scrubbed and inspected along with heating/cooling coils for all roof top units. The main security gate top roller track is showing significant wear and will need to be addressed soon. The gate as designed continues to have the highest frequency of demand work orders to date. I attended a NOAA operations meeting that outlined plans for a significant increase of personnel in the next few months. A directive has been given which will utilize the MOC-P facility as a more central base for all marine operations. The Port has been asked to contract the purchase and installation of room dividers and furnishing to accommodate the increase. A scope of work with a supplemental lease agreement will need to be negotiated prior to implementation. Concerning the utility cover purchase order #26172, the demand letter for full refund that was sent certified mail to Ken Fuller Upholstery was returned unclaimed with no correspondence received. Currently, the outstanding amount of \$1,300 for the initial deposit is being held by the company. At this time I recommend entering into a legal process for return of the deposit and associated costs.

DEQ Director Dick Pederson and associates visited the upland and wharf area to review the storm water collection systems. Mr. Pederson was generally pleased with the systems and processes that are in place for the discharge of storm water in to the bay.

Wharf & In-water: The scheduled eelgrass mitigation work was completed by Matt McDougal Construction during this period. With all equipment removed, the dredge disposal site was left in a clean and acceptable condition. It will take months before the beach has leveled itself out prior to this summers anticipated eelgrass replanting. KPFF engineer Tommy Rutherford was present for an under wharf inspection. Wear at the fender piles has been monitored for three (3) years now and is negligible; however, the chains holding the camel floats to the pile are showing evidence of wear and will need to be replaced within a year or two. Corrosion at the top of the structural pile caps was also noted and will need to be addressed in the near future.

The Rainier remains at dock for maintenance and training until April. See 2015 bar crossing log for bar activity to date. Total NOAA full time building occupancy moved up to 74% of total office space.

Specific work this period:

- Regular scheduled monthly, quarterly and semiannual preventative maintenance
- Grounds maintenance
- Under wharf inspection with KPFF
- Installation of stainless steel door and corner protection
- Replacement of power indicator lamps at berth #4 service cabinet
- Work with Rainier engineers for adjustment at Berth #2 service breaker for newly installed boiler
- Replace purification filters at all drinking fountains and refrigerator
- Main security gate repair and maintenance

NOAA MOC-P Bar Crossing Log

2015

NAME	ARRIVAL	DEPARTURE	ROSTER#	NOTE
Oscar Dyson		1/13/2015	39	Bound for Alaska
Shamada	1/30/2015	1/31/2015	23/29	Return from California
Shamada	2/4/2015	2/11/2015	29/36	Bound for Vancouver
TOTAL			156	

MEMO

To: Port of Newport Commission

FROM: Kent Gibson, Acting Harbormaster for Kevin Bryant

Copy: Port of Management Staff

Date: February 17, 2015

Re: January Manager's Report

Maintenance

Billeter Marine pulled two old pilings and replaced them with two newer ones to help support Dock 7E. The dock was also shortened about 25 feet because of rotten wood in that area. Crews installed two new pile hoops for the new pilings.

Construction:

None

Fishing Fleet Activity

Crab pots are still coming in early because of the poor number of good crab in the pots. Hag Fish and crab buyers are still continuing to buy; crab hit \$9.50 per pound the week before President's weekend. The high price is probably due to the Chinese New Year. I expect the price will come down some after that.



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: February 18th, 2015
Re: February 2015 Manager's Report

Maintenance

I had new steering tires put on the Hyster H90 fork lift and replaced a tube on the H250 forklift due to a faulty valve. I had to ask the tire guy to add air to all of those tires since the compressor at the terminal is no longer capable of reaching 100 psi for that volume of air. It used to get us close but it is a very old piece of equipment and the Port should be looking to replace it in the coming year.

I also had the fork lifts undergo their periodic maintenance.

I went through all of my lifting rigging, inspecting it and painting it. The Port needs to start replacing some of the chain slings in the coming year as well. Some of them are beginning to show signs of wear

Fender Piling

Tommi Rutherford from KPFF came out and looked at the fender piling we had repaired and some of the pilings that have been bumped out of position. She got back to us with a schematic for future repairs that includes slightly shorter gussets than those on the reinforced cleat pilings to avoid the concrete spalling that occurred on them from the heat of the welding. The gussets will be welded on the top only, improving the strength of the connection to the dock but retaining a weak point at the weld to prevent damage to the dock. She did not recommend retrofitting all of the pilings but just repairing the pilings that come loose in this fashion.

Fishing Fleet

The fishing vessel Pegasus finally made it back in the water and loaded and headed for Alaska at the beginning of the month. A couple more crab boats switched back to other fisheries including the Last Straw, Michele Ann and Western Breeze. Shrimp boat crews are beginning to work on their gear.

I have one boat at the dock, F/V Pacific, doing engine repair work.

Other Activities

I had the Fishing for Energy bin picked up. Thompson Sanitary needs to use it for the Seafood and Wine Festival so I told them to keep it until they are finished with it. It should be

back on site February 28th. Nationally they have collected over 2.8 million pounds of marine debris and derelict fishing gear. In 2014 alone, they collected 409,367 pounds.

I did some work with Natt McDougal Company loading and unloading gear and construction materials, running materials to the construction site in South Beach and getting the building permit for the bridge from city hall.

I also worked with Billeter Marine, unloading pilings for the sea lion observation platform and working on putting together pilings for Port Dock Seven.

I took the season's third storm-water samples and ran them over to Edge Analytical Laboratories in Corvallis. The December samples were higher in suspended solids than in the past due to the spillage of dredge materials from the trucks on the dock. The water going back into the bay was still cleaner than the bay itself...

Overview of January Services

14 fishing vessels spent a total of 72 days moored at the Terminal dock.

20 fishing vessels used the Terminal dock for work.

At least 6 fishing vessels loaded fuel.

41 hours of forklift service were provided.

38 hours of crane service were provided.

Occupancy

To: Port of Newport Board of Commissioners

From: Penny, South Beach Marina & RV Park

Date: February 07, 2015

Re: **January 2015** South Beach Occupancy Report

Nice weather this January peaked increase usage in the RV parks, transient moorage and daily launches. There were 6 RV sites rented to guests that stayed just to be in line at the office to make their reservations for the Seafood & Wine Festival which opened Monday January 5th at 8:00 a.m. Reservations were also available on line or over the phone and all full hook-up sites were booked by 9:30 a.m.

Other news at the South Beach is that four new phones were installed adding a much needed 3rd line. Plans for two ergonomically correct work stations have been approved for installation the last week in February. At that time South Beach will also be equipped with updated hardware & software.

January Bookings	Front Office	On Line
RV Sites	344	121
Boat Slips	24	2

Occupancy Figures:

	2014	2015	Change
Marina	6733	6791	0.86%
Marina RV	302	433	43.38%
Annex RV	179	238	32.96%
Totals	481	671	39.50%



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: February, 18 2015

Re: South Beach Operations

Wine and Seafood set up started the first of February only to be brought down by high winds, but with the help of many, it's business as usual and it sounds like we will have great weather this year.

We sold the first sand after the ell grass mitigation and we have had many others inquire about the sand.

Had a good meeting with Kevin Walter and the State Marine Board on the service dock below Roque Brewery.

Have been working with Port staff TCB and legal counsel on trespass notices on a couple people in the marina

Roque brewery has been receiving its new bottle line and is starting to install it in the old dry moorage portion of the building.

We are still waiting on sediment test results on the fuel dock clean up.

A new sink hole has developed at the out fall line under the bridge; we will be contacting ODOT to see what they are going to do about it.

Dave Behrens has been completing many projects that we have been wanting to get done.



TCB Security Services, Inc.

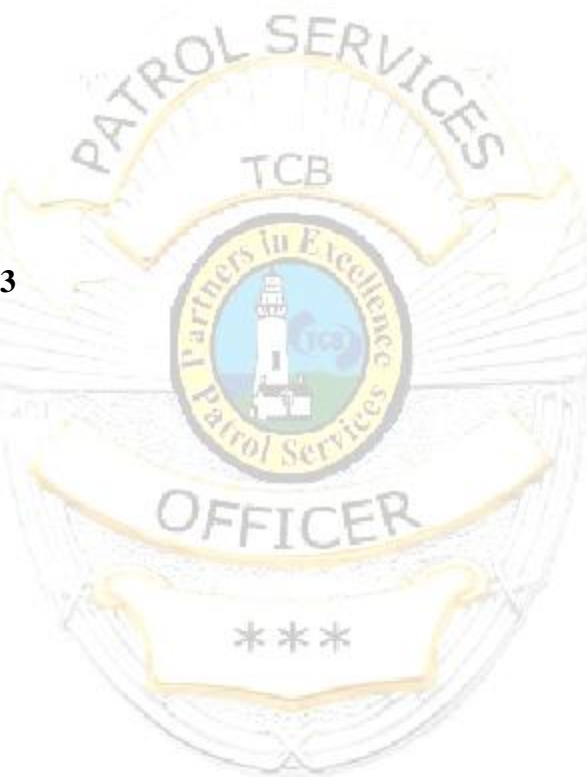
437 N.E. 1st St
Newport, Or. 97365

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

Port Of Newport January 2015 Public Safety Report

Man Hours Worked: 271
Court Time:

Assist Other Agency	2
Boat Inventory	62
Boat Related Incidents	4
DUII	1
Field Interviews/Contacts	29
Foot Patrols	22
Open Doors	2
Patrol Checks	353
RV Inventory	31
Theft Investigation	1
Suspicious Activities	9
Noise Complaint	1
Hazard	2
Damaged Property	0
Port of Newport Citations	6
City Of Newport Citations	23
Dispatch Phone Calls	31
Intoxicated Subject	2
Unsecure Area	5



Meetings Attended:
Department Head Meeting.

Other:

Officer Devin Murphy recently completed his Field Training and is now on solo status as a Port Authority Officer. We have been providing up to 20 hours of additional coverage to port property (at no cost to the port) due in an increase in criminal activities. We conducted 6 nights of saturation patrol on the South side after several incidents occurred. We felt the effort was very successful and we were able to conduct many positive field contacts.

Submitted By: Mike Goff

“Partners in Excellence”

**PORT OF NEWPORT
MINUTES OF SAFETY COMMITTEE MEETING
January 13th, 2015**

The meeting of the Port of Newport Safety Committee was called to order at 11:30am in suite 5 at the NIT office.

Committee members present:

Fred Hauert

Jim Durkee

Rick Fuller

Steve Larrabee

MINUTES

The minutes from the November 12th, 2014 Safety Committee Meeting were approved as submitted.

OLD BUSINESS

1. Paperwork and Inspections – Fred Hauert has email set up so we can contact him directly now. Improvements were made to Inspection reports over the course of the year.
2. Life Jackets – South Beach Staff has their new life jackets with the exception of Fred. He has one picked out. Commercial Marina staff will be getting theirs as will Rick Fuller. Jim Durkee is happy with the one he has.
3. Hazard Communication – Jim Durkee will assign the HazCom Class to Rick Fuller on the Safe Personnel Web Site.

INSPECTION REPORTS

1. Quarterly Inspections – Reports were received from all areas with no items of note.

ACCIDENT/INCIDENT REVIEW

1. None Reported

OPEN FORUM

1. Annual Goal – We need to make sure current training matches Port policy and safety should be added to job descriptions. Rick Fuller suggested creating a formal statement with goals for the year. Possible goal for the year, improvement of employee training and record keeping. We have a new employee in South Beach, Dave Behrens, who needs to have all required training documented. The Safe Personnel Website is a good tool to help with this item.

2. PPE – There should be a checklist for required PPE for each job position and when it is required to be worn.

The next Safety Committee Meeting should be held on Tuesday, February 10th, 2015 at 11:30a.m., at the South Beach activities room, if available.

Jim Durkee, Safety Committee Secretary

AGENDA ITEM: GENERAL MANAGER'S REPORT

ROGUE BREWERY EXPANSION

Negotiations are continuing. I am keeping Commissioners Fleck and Jincks apprised of developments. We have a meeting scheduled for Tuesday morning (day of Commission meeting) with Brett Joyce and hope to have more information for you at this time. Many of the new trailers that are located by YB Fruit are there to accommodate additional storage due to the new freezer that was installed this winter. Once new warehouse is built those trailers should go away. Rogue is currently being charged for just under 10,000 sf monthly for additional storage fees.

INTERNATIONAL TERMINAL UPDATE

The IT project is pretty much complete. The berth deepening and eel grass work were completed last month. This month we have completed the berm removal, the old piling stub removal and the rip rap placement under the wharf. The final piece is the culvert upgrade which should be substantially completed by the end of the month. This final portion includes driving two sets of sheet pile, excavating the material in between, and pouring a concrete deck over the top, in essence making a bridge. The decking is just below the edge of the sheet pile to insure pressure separating the two sets of pile. NMC installed a temporary bridge to the west of the work so OCA vendors/workers could access the service entry. Jim Burke at the aquarium felt that NMC had done an adequate job of keeping him informed of the project. By this time next month, the IT project should be closed out.

PNWA MISSION, MARCH 1-5

Included in your packet is the schedule for the PNWA Mission. This year Ray Buchegar is scheduling additional meetings with key congressional staff to discuss a permanent solution to the USCG Air Facility. The Newport Fishermens' Wives will be sending Ginny Goblirsch and Jennifer Stevenson back to DC to meet with DC staff to help establish a strategy for keeping the Air Facility here in Newport. Ray secured a meeting with Peter Martin, Chief, Office of Search and Rescue for the US Coast Guard. In addition to the Air Facility work, I will be advocating for the continued dredging of Yaquina Bay and repair of the jetty system.

NOAA RECREATIONAL MITIGATION

Letter to State Lands included in packet.

SOUTH BEACH VISION PLAN

Vision Scope has been reviewed by various groups including HMSC, NOAA MOC-P, EDALC, and the City. I have a list of additional stakeholders and similar visioning documents produced by other peer organizations in SB that will serve as literature review for the consultant team. EDALC has agreed to help us with grant writing and I

believe that Port Planning & Marketing and Transportation Growth Management funds could be obtained to fund this project.

CAPITAL FACILITIES PLAN UPDATE

Included in your package is a draft list of projects to be considered in the Port's Capital Improvement List (CIL). This list includes the priority projects included from the 2013 Strategic Business Plan. I have asked the facility managers to bring additional projects or capital needs like vehicles or equipment that should be considered during the budget process. My hope is that this list will include ALL needed projects at the Port which will show the needs of the Port. I will ultimately recommend priorities to the Budget Committee based upon facility manager input. Based upon budget resources, we'll get as many projects completed on a priority basis. This list should be adopted at a subsequent meeting.

-###-



PNWA Mission to Washington, DC

March 1 - March 5, 2015

The Sofitel Hotel · 806 15th Street, NW · Washington, DC 20005
Reservations: (202) 730-8888

****DRAFT AGENDA - subject to change****

Please note: We strongly encourage participants to travel to Washington, DC on Saturday, February 28th in order to be present for the Sunday strategy session.

Sunday, March 1st (all events in The Sofitel Hotel)

6:00pm-8:00pm **Mission Strategy Session and Welcome Reception**

Monday, March 2nd (all events in The Sofitel Hotel)

8:00am-9:15am **Breakfast and Kick-off Speaker**
9:15am-11:45pm **General Session**
12:00pm-1:30pm **Luncheon and Speaker**
2:30pm-4:00pm **Optional: Tour of Smithsonian American Art Museum**
RSVP is required, please contact Tereza to sign up.
Afternoon **Available for Individual Appointments**

Tuesday, March 3rd (daytime events in The Sofitel Hotel, evening reception on Capitol Hill)

8:30am-9:30am **Breakfast and Speaker**
9:30am-12:00pm **General Session**
12:00pm-1:30pm **Luncheon and Speaker**
Afternoon **Available for Individual Appointments**
6:00pm-8:00pm **PNWA Taste the Northwest Reception** (PNWA members arrive by 5:30pm)

Wednesday, March 4th (breakfast in The Sofitel Hotel, meetings on Capitol Hill)

7:00am-7:45am **Continental breakfast**
7:00am-7:45am **Oregon Ports Caucus breakfast meeting**
7:45am **Depart for House Meetings**
8:15am-5pm **Meet with Northwest House Delegation** (boxed lunch will be provided)

Thursday, March 5th (breakfast in The Sofitel Hotel, meetings on Capitol Hill)

7:00am-8:00am **Continental Breakfast**
7:00am-8:00am **IPNG Meeting and Breakfast** (IPNG members only)
8:00am **Depart for Senate Meetings**
8:30am-12:00pm **Meet with Northwest Senate Delegation**
12:00pm-1:00pm **Mission Review** (boxed lunch will be provided)
1:00pm **2015 PNWA Mission to Washington adjourns ... Have a safe trip home!**





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

February 16, 2015

Carrie Landrum, Aquatic Resource Coordinator
Oregon Dept. of State Lands
775 Summer St. NE, Suite 100
Salem, OR 97301-1279

RE: NOAA MOC-P RECREATIONAL MITIGATION PROJECTS

Carrie,

Thank you for meeting with us via phone conference on January 16, 2015.

The Port agrees to complete or make substantial and continued progress on the following projects as part of the recreational mitigation projects related to the NOAA Marine Operations Center here in Newport.

The projects are as follows:

1. Install an interpretative sign for ODFW materials at the McLean Pt. trail site.
2. Develop a stair/path way to the clam beds at the corner of the permanent fishing pier and South Beach jetty trail. Install an interpretative sign for ODFW materials.
3. Develop a stair/path way to the clam beds along the revetment jetties on the south jetty. Install an interpretative sign for ODFW materials.

These projects will be approved by the Port of Newport's budget committee and board of commissioners. Funding for the projects will be through unrestricted cash reserves in the NOAA fund and/or through grant proceeds.

Rick Fuller, the Port of Newport's NOAA Facilities Manager will be the point of contact on this project and will be managing the projects through completion.

If you have any questions about the project, please contact Rick Fuller at (541) 961-3904.

Sincerely,

Kevin M. Greenwood, General Manager

cc: Port Commission

Port of Newport Capital Facilities Plan (Capital Improvement List)

Project Cost Estimates Prepared January 2013 --- ENR Construction Cost Index 9,437
 ENR Construction Cost Index (as of ... 9,962

1. COMMERCIAL MARINA					
Priority	CFP Priority	Project	ENR CCI Index	Current Cost	Reference document
	1	Port Dock 7 Replacement	9,962	\$3,589,149	2013 CFP
	1	Hoist Dock (Center Section) Replacement	9,962	\$672,965	2013 CFP
	1	Port Dock 5 Improvements	9,962	\$818,115	2013 CFP
	1	Marina Dredging	9,962	\$2,161,331	2013 CFP
	2	Port Dock 1 Replacement	9,962	\$750,000	2013 CFP
SUBTOTAL				\$7,991,560	

2. RECREATIONAL MARINA					
Priority	CFP Priority	Project	ENR CCI Index	Current Cost	Reference document
	1	Marina Dredging	9,962	\$2,834,239	2013 CFP
	1	Reconstruction of Recreational Marina Docks ¹	9,962	\$137,232	2013 CFP
	2	Wastewater Pump Station Replacement - South Beach	9,962	\$31,669	2013 CFP
	2	Electrical Load Center South Beach Marina	9,962	\$105,563	2013 CFP
	3	South Beach/Fishing Pier Storm Sewer Outfall Replacement	9,962	\$85,174	2013 CFP
	3	Picnic Bunker Rebuild	9,962	\$38,003	2013 CFP
	3	Pavement Reconstruction/Seal Coating (all areas)	9,962	\$422,285	2013 CFP
	3	Old Boat Ramp Fill	9,962	\$67,683	2013 CFP
		South Beach Marina Fuel Facility - Tank Replacement	9,962	\$221,683	2013 CFP
		OSMB Service Dock Trail Connection	9,962	\$3,000,000	OSMB WAG
		New electrical pedestals	9,962	\$140,000	FY1516 REQ
		Trash dumpsters (x10)	9,962	\$30,000	FY1516 REQ
		Fish dumpsters (x3)	9,962	\$3,000	FY1516 REQ
		Pay Station Machine	9,962	\$20,000	FY1516 REQ
		Residing buildings in marina (north, south, central)	9,962	\$60,000	FY1516 REQ
		Paint OPS building and marina store	9,962	\$10,000	FY1516 REQ
		Storage containers	9,962	\$6,000	FY1516 REQ
		Repair Service Dock	9,962	\$50,000	FY1516 REQ
		Replace rip rap in SW corner of marina/fishing pier walkway	9,962	\$30,000	FY1516 REQ
SUBTOTAL				\$7,292,531	

3. INTERNATIONAL TERMINAL					
Priority	CFP Priority	Project	ENR CCI Index	Current Cost	Reference document
	2	International Terminal Fire Water Line Loop	9,962	\$134,440	2013 CFP
SUBTOTAL				\$134,440	

4. RECREATIONAL VEHICLE PARKS

Priority	CFP Priority	Project	ENR CCI Index	Current Cost	Reference document
	2	Renovate RV Park Annex	9,962	\$696,717	2013 CFP
		Upgrade Sattelite Equipment	9,962	\$6,000	FY1516 REQ
		Dryers (x7)	9,962	\$8,000	FY1516 REQ
		Relocate RV dump site	9,962	\$10,000	FY1516 REQ
		SUBTOTAL		\$720,717	

5. OTHER FACILITIES

Priority	CFP Priority	Project	ENR CCI Index	Current Cost	Reference document
	1	New Port Offices/Parking Area	9,962	\$927,003	Capri 2014
	2	Rogue Brewery (Dry Moorage Building) North Wall/Siding Replacement	9,962	\$158,345	2013 CFP
	2	Rogue Brewery (Dry Moorage Building) Foundation/Seawall Stabilization	9,962	\$316,690	2013 CFP
	3	Fishing Pier Replacement	9,962	\$1,567,000	2013 CFP
		SUBTOTAL		\$2,969,038	

6. VEHICLES AND EQUIPMENT

Priority		Project	ENR CCI Index	Current Cost	Reference document
		Skiff and motor for marina OPS (SB)	9,962	\$12,000	FY1516 REQ
		Electric maintenance cart (SB)	9,962	\$20,000	FY1516 REQ
		SUBTOTAL		\$32,000	

	SUMMARY TOTAL	
1	COMMERCIAL MARINA	\$7,991,560
2	RECREATIONAL MARINA	\$7,292,531
3	INTERNATIONAL TERMINAL	\$134,440
4	RECREATIONAL VEHICLE PARKS	\$720,717
5	OTHER FACILITIES	\$2,969,038
9	VEHICLES & EQUIPMENT	\$32,000
	TOTAL	\$19,140,286

NOTES 1. Reconstruction cost is approx. yearly cost for in-house, ongoing project

- S - Short Term (next budget year)
- N - Near Term (years 1 to 5)
- M - Mid Term (years 6 to 10)
- L - Long Term (years 11 to 20)