

**PORT OF NEWPORT REGULAR COMMISSION MEETING AGENDA**

Tuesday, September 26, 2017, 6:00 p.m.  
South Beach Activities Room  
2120 SE Marine Science Drive, Newport, OR 97365

I. Call to Order ..... 6:00

II. Changes to the Agenda

III. Public Comment ..... 6:02

IV. Consent Calendar ..... 6:05

    A. Minutes

        1. Commission Work Session August 22, 2017 ..... p 3

        2. Regular Commission Meeting August 22, 2017 ..... p 9

        3. Joint Commission/City Council Meeting August 25, 2017 ..... p 17

    B. Financial Reports ..... p 23

V. Correspondence/Presentations ..... 6:10

    A. Business Oregon Closeout Letter ..... p 35

    B. Steve Larrabee Resignation ..... p 37

    C. Pete Zerr Resignation ..... p 39

VI. Old Business ..... 6:13

    A. Items Removed from Consent Calendar

    B. Accounts Paid ..... p 41

    C. Port Dock 5 and Swede’s Dock Piling Survey Detail ..... p 45

VII. New Business ..... 6:20

    A. SDIS Best Practices Program ..... p 51

VIII. Staff Reports ..... 6:22

    A. Director of Finance ..... p 55

        1. August Occupancy Report ..... p 57

    B. Director of Operations/Interim General Manager ..... p 59

        1. TCB Public Safety Report for August (not yet available)

        2. Commercial Fishing Users Group Committee ..... p 65

            a) Draft Minutes September 6, 2017

IX. Commissioner Reports ..... 6:32

X. Calendar/Future Considerations

    A. 10/5-10/6 OPPA CONFERENCE

    B. 10/7–10/8 Columbus Day Regatta

    C. 10/14 Bay to Brews Half Marathon & 10K

    D. 10/30 Regular Commission Meeting (rescheduled, Monday)

    E. 11/5 Dia de los Muertos Run

    F. 11/6 Commercial Fishing Users Group Committee Regular Meeting

    G. 11/10 Veteran's Day - Office Closed

    H. 11/23 Newport Turkey Trot

    I. 11/23 - 11/24 Thanksgiving Holiday – Office Closed

    J. 12/25 Christmas Day – Office Closed

    K. **12/26 Regular Commission Meeting (reschedule?)**

XI. Public Comment ..... 6:35

XII. Adjournment ..... 6:40

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

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

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## **PORT OF NEWPORT MINUTES**

August 22, 2017

Commission Work Session

### I. CALL TO ORDER

Commission President Patricia Patrick-Joling called the Commission Work Session of the Port of Newport Board of Commissioners to order at 12:00 noon at the OSU Extension Office, 1211 SE Bay Blvd, Newport, OR 97365.

**Commissioners Present:** Walter Chuck (Pos. #1); Sara Skamser (Pos. #2); Jeff Lackey (Pos. #4), Vice President; and Patricia Patrick-Joling (Pos. #5), President. Stewart Lamerdin (Pos. #3), Secretary/Treasurer, arrived at 12:05 pm.

**Management and Staff:** Aaron Bretz, Interim General Manager; Mark Harris, Staff Accountant; and Karen Hewitt, Administrative Assistant.

**Members of the Public and Media:** Steve Beck, Newport Resident; Heather Mann, Midwater Trawlers Cooperative (MTC); Doug Cooper, Hampton Lumber; Fred Yeck, F/V Sea Dawn; Robert Smith, F/V Raven; and Kiera Morgan, KYTE Radio.

### II. PUBLIC COMMENT

Mann said that the General Manager's job description should include someone who can seasonally integrate the users of the Newport International Terminal (NIT). There is no mention of the current issues. She said she was disappointed in the TIGER memo included in the Meeting Packet. There was not a mention that taking the grant would risk the Port financially. If TIGER needs to be retuned, it does. She said the language was to give a guilt trip. She asked if the search for a General Manager Pro Tem would begin again. At the last meeting the termination of the NIT agreements failed and didn't protect the current users of NIT.

Yeck said he currently used NIT for moorage and work on his vessel. He had reviewed the shipping plans. He said it is time to put the project away; it is a defunct proposal. Hopefully the Port can find a way to save the TIGER grant. The current plans are not fiscally responsible or acceptable. He agreed with Mann and said there would be no worse embarrassment than the Port going bankrupt.

### III. GENERAL MANAGER PRO TEM

Lackey said that according to the By-laws, the Commission needs to appoint a General Manager Pro Tem and should discuss ways to move forward. One candidate withdrew. One option would be to reopen the process and potentially repost. Skamser said she thought some housekeeping should be done on this agenda item and suggested that the current acting General Manager should receive a bump in pay retroactive to when he started in the position.

**A motion was made by Skamser and seconded by Chuck to follow the precedence set with Jim Durkee and give Bretz and 20% increase in pay retroactively.**

Lamerdin asked what form the agreement would take. He suggested reviewing the document from Jim Durkee's term as Interim Director of Operations to use as a basis. Lackey also asked to be presented with where the increase would fall in the pay scale for General Manager. Hewitt said there is a provision in the Personnel Manual for employees working out of class. The motion was amended to put the item on the Agenda for the Regular Meeting that evening after reviewing documents to be provided by Hewitt. There was no vote.

#### IV. **General Manager Recruitment Process**

Chuck suggested continuing with Bretz as General Manager Pro Tem and start the hiring process for a General Manager on September 1<sup>st</sup>. Lackey said he wanted the Commissioners' opinions on opening up the process for selecting a General Manager Pro Tem. Lamerdin said there were two options: continue with Bretz or advertise again. Skamsner said the two previous candidates were voted down last meeting. There was additional discussion among the Commissioners about the date to start the recruitment process, and it was decided not to set a specific date. Lamerdin asked if someone would inform Greg Speer of the decision; Bretz said staff will.

**A motion was made by Chuck and seconded by Lamerdin to name Bretz General Manager Pro Tem, increase his pay to a commensurate amount, and start the General Manager recruitment process as soon as possible. The motion passed 5 – 0.**

Patrick-Joling suggested moving the conversation about the process to a Work Session.

#### V. **PRIORITIZE 6-MONTH PLAN**

Lackey said he wanted to gather the guiding documents to get up to date on the progress and take stock of the current status. He asked the Commission to consider if there is anything to tweak or ask more about. Patrick-Joling suggested this was more than Bretz could address at this point. Bretz said right now he is running on contingency operations. He would refer to the goals set by the Port Commission in February when continuing. As for the Capital Improvements List, he made note that the 3000 lb forklift was replaced, the new fish table was installed in South Beach, and the Port Dock 5 Pier Approach contract with OBEC was a topic for the Regular Meeting. The remainder of the projects have not yet been done. For general goals, Bretz said he would take guidance from the Commission. Skamsner commented that because the NIT project was in a state, the asphalt replacement and west berth water stand were up in the air. Bretz said if there is a change, there is a contingency in the budget. Bretz said the Port Dock 5 engineering contract would be less than \$115K and will be right on schedule. The filet table was financed in part by a grant. Harris presented the two processes for supplemental budgets if there were changes of less than (no hearing required) or greater than 10% (public hearing required.) Lackey asked what is currently being worked on by staff. Bretz said he is working on a marketing grant, but it needs to be based upon a strategy. He has not had much time to prepare an application because he has been preparing for meetings. He has been working on permitting and grant status over the past several weeks to provide the Commission with options. Bretz said it takes staff ½ week to a week to prepare for Commission meetings. Chuck suggested considering staff time when planning meetings. Patrick-Joling asked if it would be beneficial for staff for the Commission to have a Work Session to provide guidance. Bretz said he could also provide up to date information in a Work Session.

#### VI. **REVIEW CAPITAL IMPROVEMENTS LIST**

Lackey said he requested to look at the guiding priorities to see if anything needs to change and make it easier for staff going forward. Patrick-Joling said she had talked to Bretz about what's on the plate for now. The Commission needs to give Bretz time to get a plan together for discussion. Bretz said he could use feedback; the biggest conundrum is the TIGER grant and trying to allow for options.

#### VII. **TIGER GRANT STATUS**

Bretz referred to his report included in the meeting packet. He said that Bob Bouchard holds the purse strings on the TIGER grant. Bretz said he presented information he was given and was asked to share with the Commission, not his opinion, so that the Commission could make a decision. One of the first questions

Bouchard asked Bretz was about the other funding sources for the shipping facility project. If the Port still wants the money they will have to show progress to MARAD. Other locations in the state of Oregon have received grants in recent years. It could be an argument for other locations to receive grants if this once is not used. Bretz said that there are also risks in taking the grant, as raised by Mann. Bouchard said the grant would go away if there is no plan. Bretz added that the conversation seems to have been lumped as shipping/fishing interests. There is a meeting scheduled with MARAD representatives on August 28<sup>th</sup>. Bretz said the Commission could send two representatives without requiring a public meeting. Patrick-Joling asked Skamser if she would like to attend, and she agreed. Lamerdin said he had an issue with that, in that Skamser does not have a history with the project. He suggested it would be valuable to have Chuck attend since he has been a part of the project since its inception. Chuck said the last meeting regarding the TIGER grant was among Greenwood, Brown, and himself. Bretz said Bouchard wanted information on the current status; he needs to hear yes or no, and if yes, how the Port intends to move forward. Lamerdin commented that Patrick-Joling's decision to send just Skamser would be sending a newly seated Commissioner to discuss the TIGER grant put together well before her time on the Commission. Patrick-Joling said that's correct.

Lackey said he had a potential conflict of interest because he managed two fishing vessels for his father-in-law that were NIT users. Lackey said the Commission needs to discuss the shipping plan from the outside. Bretz said he has observed that the biggest question from the public and others is if the Port is stepping way altogether or just the current agreements. Skamser said there has been a lot of misinformation given through the press. Skamser said she told the user group in 2016, when is the word commercial fisherman going to be used? There were no assurances in the agreements for them. Nothing has been decided. Fishing interests have reached out to the Commission with their needs, but they have never been fit into the deal. Patrick-Joling said Bretz can't really address the issues since this was done under the prior General Manager. Lackey said that Bretz needs some clarity moving forward and suggested putting the current deals aside. The Port should move forward but there is need for further discussion. Chuck asked if the Commission was willing to take the consequences in not moving forward. The infrastructure in the project would benefit Rondys as well, and the Port is on the hook for clearing the Rondys property with 120 days' notice. This would cost about \$180K. Skamser said that has always been a possibility. Chuck said the part of the project clearing the property has not been brought up until now, as well as the consequences from the state. The Port will need to ask the state for grants in the future, and this is not just a Newport issue, but one with consequences for the Port, the county and the state. The contracts are a precursor to moving forward.

Lamerdin said he thought this would be part of a much bigger discussion at the evening meeting. There are far reaching implications that need to be weighed carefully; it is not a perfect deal. Bretz said it would help if there is a situation that would work, not just an all or nothing thing. People looking from the outside could perceive this as a complete stepping away from the project. Skamser said the numbers are bad with no guarantees. The Port is taking all of the risks and debt. It is a reckless money deal that is not good for the Port. Chuck said if a company wants to invest \$2.5MM, they would want to recoup that as soon as possible. Skamser said the existing users of NIT need to be considered.

Patrick-Joling said her position was clear. She is all about the numbers and finances, and the deal would mean the Port would be subsidizing the log operation. This is not good business. Patrick-Joling didn't want to subsidize with the amount of risk. Greenwood repeatedly said this is a risky deal. This prompted Patrick-Joling to investigate, and she found this to be a gamble without guaranteed shipments. Patrick-Joling said she didn't buy the political outfall; this happens all the time. She suggested maybe the Port should pass on the TIGER grant. If a good deal can be put together, it could perhaps be a private endeavor. There are a lot of revisions that would need to be made. Patrick-Joling said if she had to vote today, her vote would be no, and she could defend that decision. Skamser said she was looking at the NIT information on the website and the January presentation to the city, which included shipping of rye seed, etc., not logs. The city was excited about barges which would not require the depth of dredging. This seemed like a better fit. Skamser said she is not anti-shipping, just a bad deal.

Bretz said he had been contacted by a company interested in shipping that would work with the current users and would be at the dock for 24 – 48 hours at a time. If they did, the Port would not have to dredge and they would use 350' of pier space, which would leave room for 12 catcher size vessels. He wanted to know if the Commission was interested, and asked if it would conflict with what's going on. Lackey said there are no agreements on the table that would preclude another opportunity. The Commission could support profitable shipping that was legally, financially and logistically sound. Lamerdin said the GO Bonds that were passed said that both shipping and fishing would be beneficiaries of the money. He asked at what point would this not be met, and when will the Port need to be concerned if there was no shipping at NIT and face a potential lawsuit for not using the money as given. Patrick-Joling said anyone can sue. Shipping and fishing were in the bond language; the Port has an obligation to service these two entities, which it has not done to date. There was friction and a fractured community. The issue needs to be resolved. Patrick-Joling said the Commission and the General Manager are responsible for finding a common ground. Lamerdin asked if there is a statute of limitations when the Port would become more vulnerable. The voters asked when this will happen. Patrick-Joling said it is not uncommon for an ebb and flow of funding. Bretz said he would follow up with Pete Gintner. Lackey asked if there would be vulnerability if the Port signs an irresponsible deal. The GO Bonds were issued primarily to address an environmental event. He didn't think the Commission would be liable if the only have a terrible deal in front of them. There may be another opportunity of shipping, marine research, or fishing. Bretz said he would ask about the legal argument for a lack of opportunity. He said the Strategic Business Plan section on NIT listed it as marketing/financial opportunity, and does provide for a robust mixture of things. Skamser said that the Commission need to advocate for what the Port has as NIT. Bretz said the Halls were interested in possibly building extra floating docks. They believe this is feasible and would alleviate use at NIT. Bretz said he can't speak on behalf of Rondys, but the development would be good for the Port.

Chuck said even if the shipping facility was a number one priority, there would need to be grants available. Bretz said research with IFA on a planning grant said the Port would have to match 25%. It would help to build community consensus, which works well in applying for future grants. Skamser said she had worked on other boards with projects viewed positively by IFA.

## VIII. PUBLIC COMMENT

Yeck said he would like to respond to Chuck's comment regarding the consequences of not moving forward. Yes the Port should accept the consequences, because moving forward would be much worse. There had been lots of comments from experts and Greenwood got fired over it. The project needs to end and open up to other opportunities. He suggested the Commission stop lingering on a dead deal.

Mann said she can't believe the current contracts are still being discussed. The city has not come to meetings expressing concerns. It makes sense to pursue other opportunities; the current deals do not make sense. Mann said even if you take fishing out of it, the current deals are flawed. The Commission needs to work with the community to find a better way forward.

Beck said he did not believe the plan as presented told the truth financially. He asked for an outside audit of finances. He commented on Lackey declaring a potential conflict of interest. Beck said Chuck was far too close to the project and was biased without declaring a conflict of interest. Lamerdin said for clarification that the Port does have an external audit of the books. Beck said he was on the Commission and expects a problem with the 2016-2017 books.

Cooper commented on Chuck's statement about the implications for the state. The TIGER grant was promoted with erroneous and misleading information, which was clear two years ago. Since then, the Port has pursued Connect Oregon funding, which was denied by the state. The State of Oregon has said this is not a good project, even without knowing the details of the current proposal.

IX. **ADJOURNMENT**

Having no further business, the meeting adjourned at 1:35 pm.

ATTESTED:

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Patricia Patrick-Joling, President

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Stewart Lamerdin, Secretary/Treasurer

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## **PORT OF NEWPORT MINUTES**

August 22, 2017

Regular Commission Meeting

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

Commission President Patricia Patrick-Joling called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 6:02 pm at the OSU Extension Office, 1211 SE Bay Blvd, Newport, OR.

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

**Management and Staff:** Aaron Bretz, Interim General Manager; Mark Harris, Staff Accountant; Jim Durkee, NOAA Facilities Manager; Bill Hewitt, RV Park Manager; and Karen Hewitt, Administrative Assistant.

**Members of the Public and Media:** Doug Cooper, Hampton Lumber; Tim Miller, Miller Farms; Robert Smith, F/V Raven; Mike Storey, F/V Pegasus; Steve Beck, Newport Resident; Dustin Capri, Capri Architecture; Lisa Lackey; Mark Cooper, F/V Perseverance; Rex Capri, Newport Resident; Kiera Morgan, KYTE/KNPT Radio; Heather Mann, Midwater Trawlers Cooperative (MTC); Fred Yeck, F/V Sea Dawn; Yale Fogarty, ILWU; Pat Ruddiman, ILWU; Judy Pelletier, Oregon Small Woodlands Association.

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

Item VI(D) General Manager Selection Process was replaced with Increasing Pay for General Manager Pro Tem, Aaron Bretz.

### **III. PUBLIC COMMENT**

Rex Capri said he recently returned from Alaska. He asked for a review of the change in management and the standing on the Newport International Terminal (NIT) project. The users group had asked for exclusive use, which was not part of the bond measure. Patrick-Joling said that Kevin Greenwood resigned last month and Bretz is filling in. The Commission sent out notice to fill the Pro Tem position and received 4 – 5 applications and interviewed two applicants. Neither candidate was voted in. At the noon meeting, Bretz was named and the General Manager Pro Tem and the Commission will start the process for a selection for the General Manager (GM). The Users Group has not been discussed by the Commission yet.

Fogarty asked about the manager issue with a transition, and proposals for amendments to the contracts. He asked if the Port had spoken with Teevin and Silvan to improve the Port's position in the contracts. Patrick-Joling said that Bretz had spoken with them. Bretz said he had taken a tour of Teevin's facilities with Lamerdin and Chuck, but the contracts were not discussed. Fogarty asked if the Port was planning on changing its position on the contracts or waiting until a General Manager was in place. Patrick-Joling said this was talked about at the noon meeting, and the Commission will see how things go.

Mann read a statement into the record regarding their stance on NIT and the contracts, which is appended to the minutes.

Miller, a Lincoln County resident and small woodlands owner, said he has been attending Commission meetings regarding exports at NIT. The infrastructure at the rest of the Port is deteriorating and needs to be fixed, and the Port needs money. The debt on NIT is not being met and is being helped by the South Beach Marina. He remembers when the Marina and RV Park were built and losing money. The terminal has to start somewhere. He said the agreements weren't good, but not really bad – it is the only agreement the Port has, and needs to take what is has. He understands the fishermen's position and has many fishing friends, but they want exclusive use of NIT for four months. Shipping would use 8 days to load a log ship, which for 7 shipments would be 56 days, or two months. There would still be six months. Miller said this is just a scheduling problem. He said he had been on a few boards and a lot of groups, and had attended retreats on board training. He suggested the Commission take board training in order to be viable. They serve the tax payers who footed the bill for the NIT bond.

Beck said NIT was built for commercial fishing, not lumber. He appreciates lumber and that they want to save money on fuel, but asked if that was helping the Port. Beck said that Chuck said the initial grant was to replace the east dock for barging, and the Port may have an opportunity for barging and may not have to bring in handy-sized vessels.

Yeck said he was an NIT user and has been at this for a while. He said it was time to face the fact that the proposals were defective and put the Port in a bad position. No-one knows who Silvan is and if they have \$2.5MM. There is \$4.5MM debt overall. The contracts do not insure enough loads to break even. Yeck suggested it is time to put it to bed and pass a motion to end consideration of these proposals. There is a good chance for the new GM to start fresh. Yeck said Smith, who used NIT, commented that Chuck said the Port will need help getting grant money. The deals are putting the Port at risk and don't make sense. Yeck said this would not be the only shipping deal to come along.

#### IV. CONSENT CALENDAR

- A. Minutes
  - 1. Special Commission Meeting & Executive Session July 25, 2017
  - 2. Regular Commission Meeting July 25, 2017
  - 3. Special Commission Meeting & Executive Session July 31, 2017
  - 4. Special Commission Meeting & Executive Session August 7, 2017
  - 5. Special Commission Meeting & Executive Session August 9, 2017
- B. Financial Reports
- C. Good Sam Renewal
- D. Vacation of a Undeveloped Portion of SE Ferry Slip Road
- E. Resolution (2017-11) Amending the Port of Newport Facilities Code to Add a Violation for Unauthorized Trash Removal
- F. Contract with all-ways painting for painting the NOAA MOC-P common area

**A motion was made by Chuck and seconded by Lackey to approve the Consent Calendar.**

Lamerdin asked why the item IV(D) was coming up now. Bretz said this was to clean up the right of way which was not done when developed. The City is required to confer with Ports, but this does not affect Port operations. Dustin Capri said he was working with the Aquarium. He said that where Ferry Slip Road turns it doesn't line up. This is leased from the City of Newport. The City Council initiated the vacation on behalf of the Aquarium. This is a small swap between the City and itself. Lamerdin confirmed that the Port just has to approve the vacation but it doesn't involve Port land.

**The motion passed 5 – 0.**

V. **OLD BUSINESS**

A. **Items Removed from Consent Calendar**

There were no items removed from the Consent Calendar.

B. **Accounts Paid**

Lamerdin asked about the \$1000 for fuel dock repair. Bretz said this was for a fuel valve for leased equipment. Lackey asked about \$1100 for pens. Hewitt advised these were promotional pens.

**A motion was made by Chuck and seconded by Skamser to approve the Accounts Paid. The motion passed 5 – 0.**

C. **Mildred C Progress Report**

Bretz referred to the staff report. Lamerdin asked if there was a survey for hull thickness. If there are holes in the hull it might be dealt with now. Bretz said the worst damage was to the lazarette. Lamerdin said since there was not recorded history, it would be good to check the hull, at least the area below the waterline. Skamser said Tom Curry is skilled, but there is a concern about the cost. Bretz said he would get an estimate and if it exceeds this year's budget for vessel maintenance he will first inform the Commission before authorizing.

D. **International Terminal Shipping Facility Report**

Bretz referred to the staff report. Bretz said the main purpose was to gather information and extend the TIGER grant for the Commission to make a choice. The details were based on a conversation Bretz had with Bob Bouchard of MARAD. Bouchard was not aware the Port was experiencing difficulty with the plan. He asked Bretz to relay to the Commission the opportunity cost of rescinding the grant, that the money is hotly contested for, and the State of Oregon had received a couple of TIGER grants in recent years. Applicants in other areas would get to say the Oregon got a grant and didn't use it. Chuck asked about permits and if Bretz had spoken with the Halls. Bretz said they spoke about an expired permit that the Halls would pursue. They are also considering building floating docks to ease the congestion at NIT. The floating docks would have no hoists but could be used for staging and moorage.

Lackey made reference to a letter from Commissioners at the time regarding the bond measure. He stated he had a potential conflict of interest because he manages two vessels for his father-in-law that use NIT. The bond measure listed commercial fishing as the primary user. The bond was made to fund essential mitigation for hazardous substances, to rebuild the docks used primarily by commercial fishing, and remove broken dock to get shipping to return, all providing economic benefit to Newport. The current deals potentially violate the second promise. The current deals have significant economic risk rather than benefit.

**A motion was made by Lackey and seconded by Skamser that the shipping agreements in their current form be rejected and not receive future consideration, and contract negotiations between**

**the Port and shipping related entities not include Commissioners serving as liaisons.** (This motion was later amended.)

Lackey said to move forward with shipping deals that benefit the Port and the community, the Commission needs to put these deals behind them. To move forward on a good deal, the first step is to put these deals behind them. The second part of the motion addresses the process for moving forward. Beck had suggested hiring professional negotiators who could facilitate more unity and information for the Commission. They would work with Bretz now and the new GM in the long run to find a deal that works for everyone and fulfills the promises of the bond measure. Lamerdin said the motion bundled two things that aren't appropriate to be bundled. The suggestion for the process binds the Commission and he could not support that. It would hamstring the Commission on all future deals; Lamerdin sees this as the Port Commission losing the control the Commissioners were elected to use. The shipping discussions have been going on for a long time. The current deals have only been around since the beginning of this year. He asked if the Commission has worked to see if changes can be made. The agreements are for the development of the site, development of the area, and economic gain in the long run. Is the Commission going to vote no and hope something comes along in the future or to try to develop what is more viable for the Port and address the scheduling issue? Lamerdin said he is not sure he is ready to do that right now. Skamser said this is a tough decision. At a previous meeting the GM said that these contracts were it, and asked why no-one has come back. Lamerdin said this is the question the Commission should be asking. Why not go back to see if modifications can be made to protect the Port interests? Chuck said there have been no contract negotiations since that meeting. He asked Bretz hypothetically if barges were to come in would they need to negotiate a contract or just schedule. Bretz said the tariff is set, there would be a wharfage fee and stevedore needed, but would not be bound by contract. Chuck would not want the second part of the motion. Lackey said that portion of the motion would apply to future shipping contract negotiations of this size, not other issues. He was not saying the Port couldn't use any components of the agreements, but should start anew with outside legal, financial and negotiating help. The current process has not resulted in a good deal. Chuck asked Lackey if the motion could be split into two motions.

Patrick-Joling said this has been going on for some time and she has been going over the numbers. She has been getting different answers. The Port can't enter into a deal if the Commission doesn't know what the finances are. There is no certainty of the Port's financial and debt capacity. Patrick-Joling looked at this as a business proposition. Debt and income have to balance out. The Port should not enter into a deal that subsidized other parties. These agreements show no return for 10 – 15 years. She had been told this is a final deal. Patrick-Joling had asked if there was any way to get changes so the Port wouldn't be subsidizing the shipping and get guarantees, and had been told no. Patrick-Joling said that Brown said if Silvan did not get what it required from the fishing industry they would back out. Patrick-Joling said the Port has a valuable product that may interest other entities. Lamerdin asked if Patrick-Joling had sat down with Steve Larrabee, Port Director of Finance to address the financial concerns. Patrick-Joling said she had addressed all of this in public meetings. Lamerdin said the Port is going through the audit process and Larrabee would likely have a response. Patrick-Joling said she had submitted questions 3 – 4 months ago to Greenwood which he and Larrabee worked on answering. Not all of the questions were answered correctly. She followed up with more questions, but was not getting a clear picture. She was suspect when Beck asked about income and expenses at the terminal, and three weeks later got a three line response from Greenwood. That was the beginning of "what's going on here?" Patrick-Joling said she questioned the Port's finances enough that she would say no to a risky deal.

Lamerdin said there is a common point here that “Greenwood told us” or “I was told” in terms of the ability to continue with negotiations. If we say the contracts are DOA we can’t negotiate. If the Port did not first address the parties involved, have they really pursued the options enough to walk away? There will be impacts to people outside of the Port, not just the Port stakeholders. Patrick-Joling said she has a fiduciary responsibility to the Port. She will not commit to these deals and she can defend that. Grants come and go. If the Port has a viable plan, they would have a great chance of getting something. Lackey addressed Lamerdin’s comment about closing negotiations if the contracts are DOA, and said that is not the intent of the motion. It is to not throw good money after bad. The Port could go forward, whether it would be a version of this deal or another deal. The Port needs a deal that makes sense, and needs to change the process. Chuck said that at the June meeting a resolution was passed to put windows in for shipping, which should be in the tariffs if at times NIT would not be open to other users. In the negotiations, Teevin and Silvan were asked for their business plan, which they showed to Chuck and Brown but did not want made public. They would only say that Teevin would require that there would be a minimum number of shipments.

**An amended motion was made by Lackey and seconded by Skamser that the shipping agreements in their current form be rejected and not receive future consideration.** (This motion was later amended.)

Lamerdin asked if Lackey was open to negotiations, why a motion was needed to reject the contracts. Lackey said the June 27<sup>th</sup> meeting left the community wondering what would happen now. Lackey said this motion would be the Commission saying these deals, as they are, are not satisfactory. The agreements are beyond a tweak. Patrick-Joling asked Lackey about a second motion. Lackey said this would preclude the current process. He is not ready to offer a third motion about defining the process. Chuck asked if Lackey meant all six documents would be rejected. The lease option, originally signed 18 months ago, still has six months remaining. There are also easements with Rondys and the state IFA loan. The motion needs to address specific agreements.

**An amended motion was made by Lackey and seconded by Skamser that the three shipping agreements in their current form with Teevin, Silvan, and the 3-party agreement be rejected and not receive future consideration.**

Patrick-Joling said this is tricky because there are some intertwining agreements. Lamerdin said more analysis is needed into what the Commission is rejecting; the six agreements are linked. It would not be appropriate to reject the agreements without understanding what is already committed. He suggested a dedicated Work Session to consider how they are intertwined then consider whether to accept or reject. Skamser said she thought this exhibits part of the problem. She agreed that the Commission had to move forward, and this motion would show the Commission is able to move on and not continue to put it off to the next meeting. Lackey said the Teevin lease option online ended in 2016. Chuck said an extension was signed. Lackey asked for a copy, which Bretz said staff would provide. Lamerdin said he agrees the Commission owes it to the stakeholders, and to everyone who has put a lot of time into this, to do something. He wants to understand what they would be closing the door on because there are a lot of moving parts. Lackey said he would think the Commission would want to put this chapter behind then discuss how to move forward. Skamser said part of the reason the current agreements are not a good product is because they are intertwined, and it is hard to understand why the Port can’t start anew. Skamser passed out a draft resolution which is appended to the minutes. She would like to first deal with Lackey’s motion to protect everyone from having to go through this again.

Bretz asked before a vote to clarify this is for the three log yard/shipping agreements not the lease option. The Silvan agreement would be a piece of the financing included in the TIGER grant. Lamerdin said if the Commission doesn't have agreements the grant would essentially go away, which Bretz said was his understanding given the one of the first question from Bouchard was about the other financing. Lamerdin said this motion would kill the TIGER grant. Bretz said not necessarily the agreement, but there would certainly be a different conversation. Lamerdin said this would be part of the discussion with MARAD. If the agreements are not there, the Port would not be able to show progress. Bretz said the Commission knows what it doesn't like about the deal and what it would want fixed. He would ask MARAD for 45 days to come up with solutions. Renegotiations would be needed. Lackey said the TIGER grant would be in jeopardy with or without the motion. The Port could not be less than honest at the meeting on Monday.

**The motion passed 3 -2 with Chuck and Lamerdin dissenting.**

**A motion was made by Lackey and seconded by Skamser that future negotiations between the Port and shipping related entities shall not include Port Commissioners serving as liaisons.**

Lackey said no offense to Commissioners, but the Port needs legal review, financial help and negotiating assistance. The GM would be the point man with oversight by the Commission. Chuck said he would not want to hamstring future Commissions; this would be taking away some of their authority. This would be taking the President out of the process, who he thinks should be involved. Patrick-Joling said when she first came onto the Commission these negotiations were already in progress, with Chuck and Jincks involved not the full Commission. Patrick-Joling thought this was odd, because in her experience a third party would negotiate and bring information to the Commission. This avoids a bias. Skamser said she thought it would be healthy for the Commission to be separated. The Commission is always in charge, and she did not see this motion changing that.

**The motion passed 3 -2 with Chuck and Lamerdin dissenting.**

Bretz referred to the section of his report addressing permits.

**VI. New Business**

**A. Mildred C Exit Plan**

Bretz introduced his staff report and recommended the resolution. He said the Mildred C is getting to the end of her life. He explained that even if there was \$7000 in the budget line item, the resolution would provide for only a total of \$40K in repairs before the end of five years and anything over the line item for the year would require quotes and Commission approval before work would be done. Lamerdin asked what would happen if the survey says the tug is only worth \$5000, Bretz said the tug is not worth much money at this time, but its value is the capability. The Port could money into it and use it for five years. Lamerdin asked why \$40K, and said the Commission needs to approve expenditures greater than \$5K anyway, so he did not see the need for the resolution. Bretz said that was based on \$7K times five with a \$5K cushion. The resolution would be to provide a cap on spending but also to meet the need to address broken pilings. Lamerdin said the Commission had approved the current work and asked for a survey. Skamser said there had been a breakdown in the procedure, so this would help prevent repeating the problem. Bretz said the goal is to provide assurance that this won't continue indefinitely. A plan for

what will happen by the end of the five years has to be developed. There was Commission consensus to wait for the survey before making a decision.

**B. Contract for Port Dock 5 Pier Access**

Bretz introduced the staff report and contract for 30% engineering and permitting with OBEC. Skamser asked if this had been brought to a Committee, and Bretz responded the CFUG Committee had reviewed the project. Skamser confirmed this is just a step in an ongoing project. Bretz said in three years the Port will need funding for the actual construction. Bretz recommended approving the contract.

**A motion was made by Chuck and seconded by Lamerdin to approve the professional service contract with OBEC as presented. The motion passed 5 – 0.**

**C. 6-Month Priority List**

There was no discussion on this item.

**D. Increase in Pay for Bretz**

Patrick-Joling referred to the documents included in the meeting packet. A proposed contract was presented for Bretz to serve as Interim General Manager, with a 20% increase in salary during his term in that position, retroactive to July 20<sup>th</sup> when he began serving as Interim General Manager. Lackey commented that the amount looked appropriate based on the steps.

**A motion was made by Chuck and seconded by Lackey to authorize the Commission President to sign the contract with Bretz as presented. The motion passed 5 – 0,**

**VII. STAFF REPORTS**

**A. Director of Finance**

**1. June Occupancy Report**

Harris introduced the staff report. He said the finance staff is preparing for an annual required audit, and will be finished within the next month. Patrick-Joling asked how the eclipse went at the RV Park. Bretz said he spoke with Bill Hewitt, who said the park was at capacity except for dry camp. He is not aware of any issues.

**B. Director of Operations/Interim General Manager**

- 1. Activities for the Month**
- 2. NOAA Report**
- 3. NIT Report**

Bretz introduced the staff report. He added that Rondys is curious how the Port may help with permitting or planning of their floating dock project. Bretz is working with John Van Staveren. Bretz recommended that a Commissioner be a liaison to the Parking District Committee; Lackey is the liaison but the City needs to know he replaced Greenwood. Bretz said the repair to the hillside at the Maritime Center will begin on August 28<sup>th</sup>. The asphalt repairs have been done at South Beach for a cost of approximately \$2300.

**VIII. COMMISSIONER REPORTS**

Lamerdin said he had attended the tour at the Teevin facilities.

Skamser said she wanted everyone to know that it was a hard decision made at this meeting.

Chuck said he also went to Teevin, where they also expressed an interest in shipping finished lumber out of here March.

Patrick-Joling said she went to CWAC in Toledo and met with Representative Gomberg, and has been staying in touch with Bretz.

**IX. CALENDAR/FUTURE CONSIDERATIONS**

- A. 8/25 Joint Meeting Port Commissioners & Newport City Council
- B. 9/4 Labor Day, Port Office Closed
- C. 9/19-9/22 Pacific Coast Congress of Harbormasters and Port Managers Annual Conference
- D. 9/26 Regular Commission Meeting
- E. 10/5-10/6 OPPA CONFERENCE
- F. 10/7–10/8 Columbus Day Regatta
- G. 10/24 Regular Commission Meeting

There were no changes to the Calendar/Future Considerations.

**X. PUBLIC COMMENT**

Beck thanked the Commission for getting to the point and getting past “paralysis by analysis.”

**XI. ADJOURNMENT**

Having no further business, the meeting adjourned at 7:50 pm.

ATTESTED:

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Patricia Patrick-Joling, President

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Stewart Lamerdin, Secretary/Treasurer

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## **PORT OF NEWPORT MINUTES**

August 25, 2017

Joint Meeting

Port of Newport Board of Commissioners & Newport City Council

### **I. TOUR OF PORT FACILITIES**

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

**Council Members Present:** David Allen, Dietmar Goebel, Dean Sawyer, Wendy Engler, and Sandra Roumagoux, Mayor.

**Port Management and Staff:** Aaron Bretz, Interim General Manager; Kent Gibson, North Commercial Harbormaster; and Karen Hewitt, Administrative Assistant.

**City Management and Staff:** Spencer Nebel, City Manager; Gloria Tucker, Deputy Recorder; and Steve Rich, City Attorney.

**Members of the Public and Media:** Rex Capri, Newport resident.

Bretz started the tour at the Port Dock (PD) 5 Pier, and advised they would also tour PD 7 and the International Terminal (NIT), but not Docks 1 and 3. If there was time, a tour of South Beach may be made. Bretz said that the Port Dock 5 pier was being rebuilt. At low tide, you can see the pilings are in poor shape. There is a gate to limit vehicle traffic in place. The Port had a contract for approximately 30% of the engineering. The final engineering will be completed next year, then the Port will seek financing to build. The total cost would be \$1.8MM for the ramp and pier.

Engler asked about the fire suppression system. Gibson said there is a dry system that was not currently up and running. Fire hoses from the street could be used, hooking up on the left side of the walk area. Allen said that when he was with the fire department 15 years ago, they had to pull a floating device to pump water which took 4 people to do. Bretz pointed out the mix and piles used at the dock. Many piles need to be replaced, and others have been redone. Gibson said some of the stainless steel pilings were installed 23 – 24 years ago. These were 6 in. piles and don't have much strength. He said damage to the piling can happen by electrolysis when a boat hits the dock. Bretz said some piling were covered by 8 in. galvanized piles last year. Galvanized steel has a 5 – 10 year longer life than stainless. Goebel added this worked like zinc on a boat. Looking at another dock, Gibson said there were some 20 in. pilings put over solder 16" pilings because it is a problem to dig them out. Goebel asked why some pilings were filled with concrete. Gibson said some had concrete in the top of the pilings to keep birds out.

Gibson said last year UHMW (Ultra High Molecular Weight polyethylene) replaced some wood at the edge of docks at PD 7 to see if it would hold up, both for the benefit of the boats and maintenance. Through-rods were replaced in some docks and fingers. The water eats out the rods between the dock

and wood. The UHMW was also pushed into some corners. Lamerdin asked if there much underside growth. Gibson said using ½ inch rope is use to dislodge growth as part of regular maintenance.

Gibson said there was a total of \$30K in budget for all of the commercial docks, which is not enough. Bretz added that the crew also mans the loading pier at the hoist dock – there was always something to do. He said the buyers came right to the dock. Gibson said UHMW had not been used in the PD5 area. Gibson pointed out where the damage behind the rubber. The whalers are 13-14 years old, and the fingers need new piling. Some boats are thrown into the dock by the wind, causing damage. Gibson pointed out Swede’s dock, visible from PD5. When PD5 was rebuilt, old dock and piling were used to build Swede’s dock. Most of the piles are full of holes and two are broken. This is where fishermen work on their boats when they don’t need a haul out, and electricity is available. Sometimes 3 – 4 boats are using the dock. There is a lot of sediment in this area. Nebel pointed out the new outlet for the Bay/Moore sewer. Bretz pointed out the orange booms are run by employees as a billable service for an affordable fee. Gibson added the hoist dock had about a 4’ depth.

Bretz said that PD7 is not in as good a shape as PD5. The fishing boats are bigger and there not as many slips. Gibson showed a plan for a reconfiguration. He said the slips now were about 30’ and the plan included larger slips. It would also include angled ramps. Bretz said the area would also need dredging. Gibson said at a minus tide, the depth was 3’ – 4’, about 14’ -16’ outside the docks. Bretz said the area is losing docks because the piling is going. Allen asked if there was an estimate for doing the project. Gibson said he spoke with Billingham Marine, would said it would be about \$12MM for the docks, \$2MM for dredging, and \$2MM in upland work. This did not include cost for mitigation. Bretz said the project would include about 200 piles, so that would mean more mitigation. Gibson said that two docks were rebuilt in 1993. The shorter fingers need new rods, triangles, which would cost about \$30K just for the hardware. A complete survey of the piling hasn’t been done, but some outer piles had been surveyed in the last three years that were broken. Gibson said right now there aren’t slips for the bigger boats. Smaller boats are being replaced by bigger boats.

The tour moved to the International Terminal (NIT), and Gibson did not continue with the tour. Bretz pointed out the meal plant, storage buildings, and the NIT office which included the office, meeting rooms, and the crane garage. On the far side of the area is Foulweather Trawl and net/gear storage. Bretz pointed out the far side property was McLean point, but the proposed log yard area from where they stood. The blue storage buildings are on leased land. Bretz said there are two berths, with a hoist on the east berth, then 550’ on the west berth. The yard is used as a laydown area. A lot of the storage is on Rondys’ property. Bretz said he had spoken with the Halls about their potential plans for floating docks, and paving the access road and net work area. Skamser said there are different sized nets for different fisheries. Foulweather trawl has been leasing since 1995. Bretz said the fencing would be used on a secured area. The NIT manager, Pete Zerr, does the scheduling. Shipping would involve labor and longshoremen – it gets complex. Skamser commented that the commercial fishermen were great customers to have, and it keeps getting bigger. Allen asked if the Teevin lease option was still in place, and Bretz advised yes. The tour ended and the group moved to City Hall for a joint meeting.

## II. CALL TO ORDER

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

**Council Members Present:** David Allen, Dietmar Goebel, Dean Sawyer, Lauren Swanson, Mark Saelens, Wendy Engler, and Sandra Roumagoux, Mayor.

**Port Management and Staff:** Aaron Bretz, Interim General Manager; and Karen Hewitt, Administrative Assistant.

**City Management and Staff:** Spencer Nebel, City Manager; Gloria Tucker, Deputy Recorder; and Steve Rich, City Attorney.

**Members of the Public and Media:** Rex Capri, Newport resident; and Doug Cooper, Hampton Lumber.

## II. DISCUSSION ITEMS

### A. McLean Point Urban Renewal District

Nebel said that 2 ½ years ago, the City and Port decided to create an Urban Renewal District (URD) specifically for improvements at NIT. The benefit of a URD is as the tax base increases, taxes can be captured from all taxing entities. McLean Point is the largest privately owned property currently off the tax rolls because it is leased to the Port. Allen said as Rondys takes over, they will get back on the tax rolls and the City can capture these taxes. Nebel said the URD funding was specifically for infrastructure: sewer pumps & main, storm drainage, water line, utility extension and street improvements for access from Bay Blvd. The north side URD was created at the same time and is already capturing significant dollars. The balance for the URD with the Port is -\$325 since action has not yet been taken to increase the tax base. The URD provides for a partnership of the City and Port for the capital improvement plan at NIT. There is a citizens' advisory committee, which is the Port Commission. With new Commission members and management, just NIT. Nebel thought this was an appropriate time for a brief overview. The URD does not cover the Bayfront, just NIT. Allen added that the City would have to check with the Port Commission before moving forward. Nebel said if the lease with Rondys is terminated, there will be an increment right away and potential bonding for district improvements. Allen said that Nebel and Derrick Tokos had met with Evan Hall last week. Allen said he had emailed out URD plan. If issues come up, that will be the document to refer to.

### B. Update on Fireboat

Nebel said one issue is they have not applied for the Port Security Grant. The port served has to meet security standards, including site standards. Bretz said there had been brief discussions and had reviewed requirements, which matches up with what OSP is requiring, for example no public access. Bretz said there are 4-5 agreements that have to be drawn up in order to be eligible for the grant. The requirements need review for the boat itself, among others. Nebel said it would be helpful to have an update from the Port by the end of the year. Bretz said he planned to get to this before the end of September and get it in

the budget – the issues are money and location. Lamerdin asked if the Port would bear the cost of security. Bretz responded that would need research and work with the city. Nebel said it still needs to be seen if there is a workable plan for the fireboat. Allen said that there was clear community support at the June meeting when the Fire Chief presented an analysis. There are a lot of logistics, but if it can happen, it will be supported. Nebel said if it is not feasible, it would be better to know sooner than later. Bretz said the Port would know best what it can offer and what is possible. The Guardian is another issue, and it would be better to find a central location. In the future he would expect more demand for secured moorage. Saelens said if there is any benefit with other aspects of homeland security there may be access to other funding. Nebel said there are potential shore-side issues as well. Sawyer asked if moorage would be part of the security issue, as there was a weathering concern. Bretz said it would be a permitting issue. Nebel said if the plan is eligible, the city could submit and look for potential funding sources. Skamser suggested maybe the Coast Guard would provide a temporary location. Sawyer added that insurance rates would go down if the fireboat was in place. Lamerdin asked if some of the larger processors on the Bayfront may also contribute funds. Nebel said there had been discussion, which would take place again if the project is feasible. Allen said the Fire Chief had passed out a spreadsheet that shows calls when the fireboat would have been useful; this spreadsheet may be helpful to Bretz.

### **C. International Terminal**

Bretz said that at the most recent Commission Meeting, a motion passed to no longer consider the agreements with Teevin and Silvan in their current form. The minutes were not yet available. There would be a meeting on Monday the 28<sup>th</sup> with MARAD to determine if the Port can keep the TIGER grant. Part of the financing was the Silvan loan, so the Port may or may not be able to keep the grant. The lease option with Teevin is still intact. Allen commented that this was tied into the land use decision and traffic impact analysis, and asked if there were plans to keep the building permit intact, which was a laborious process to obtain. Bretz said the permit will be maintained until the Port Commission decides otherwise. Nebel suggested the Port try to maintain the grant if possible. Bretz said that would be ideal, and he is trying to provide options to the Commission. He said the Commissioners recognized that NIT has great potential to develop, but it is still to be seen what that development will look like. Allen suggested Derrick Tokos could provide assistance with what's needed to keep the permit alive. Skamser asked how often this is renewed; Nebel said there needs to be activity every 6 months. This was a 2-3 year process for Teevin to obtain the permit. Goebel commented that \$2MM TIGER grants are hard to come by. He hoped the Port Commission would do what is needed to keep it in place. Keeping the grant would benefit the community. He asked if there was another option. Bretz said that will be discussed with MARAD next week. Goebel asked if Bretz had a conversation with Teevin, Silvan or Rondys. Bretz said yes, and Teevin and Silvan are still interested in doing business in Newport, and the Halls are ready to get going. Allen asked if the Port had received interest from other shippers to use the terminal – the tariff was put in place. Bretz said there have been a couple of queries, but Teevin would have been an anchor for operations with labor and equipment. Nebel said that the Halls said they wanted to get moving with their project, but were not sure who to talk to at the Port. Bretz said the lessees and lessors will need to be kept informed. Chuck asked if the Port can still place dirt at the airport. Nebel said the City's position had not changed.

III. **COUNCIL & COMMISSION COMMENTS**

Engler asked if Nebel could request an update from the fire department with the current plans if there is a fire. Nebel said the wooden docks at NOAA were a challenge, and an updated report can be prepared after the Port reviews security. Lamerdin said if docks are on fire it is hard to address it from above.

Allen asked about the Bay/Moore project. Nebel said the in-water work was complete, as well as some stormwater connections at Oregon Coast Bank. Once the underground work is complete, they will start on street work which includes a reconfiguration of the intersection. This should start after Labor Day. There will be overlay from the Embarcadero to Eads.

IV. **PUBLIC COMMENT**

There was no public comment.

V. **ADJOURNMENT**

Having no further business, the meeting adjourned at 4:00 pm.

ATTESTED:

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Patricia Patrick-Joling, President

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Stewart Lamerdin, Secretary/Treasurer

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**Port of Newport  
 Balance Sheet  
 As of August 31, 2017**

	<u>Aug 31, 17</u>	<u>Aug 31, 16</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
11000 · Available Cash & Equivalents	1,882,147.11	1,608,922.20	273,224.91
11070 · Restricted Cash & Equivalents	637,735.26	701,010.12	(63,274.86)
<b>Total Checking/Savings</b>	<b>2,519,882.37</b>	<b>2,309,932.32</b>	<b>209,950.05</b>
<b>Accounts Receivable</b>			
11200 · Accounts Receivable	203,344.60	463,150.65	(259,806.05)
<b>Total Accounts Receivable</b>	<b>203,344.60</b>	<b>463,150.65</b>	<b>(259,806.05)</b>
<b>Other Current Assets</b>			
11250 · AR Property Tax	10,334.60	10,334.60	0.00
11255 · Allow for Bad Debt - CM	(20,000.00)	(10,000.00)	(10,000.00)
11260 · Allow for Bad Debt - SB	(10,000.00)	(4,000.00)	(6,000.00)
11270 · Undeposited Funds	11,311.24	7,035.43	4,275.81
11300 · Prepaid Expenses	107,776.84	52,416.41	55,360.43
11400 · Due from Other Funds	10,964.17	6,732.78	4,231.39
11480 · PERS - NPA(L)	(163,496.00)	(163,496.00)	0.00
11485 · PERS - Deferred OF	17,803.00	17,803.00	0.00
<b>Total Other Current Assets</b>	<b>(35,306.15)</b>	<b>(83,173.78)</b>	<b>47,867.63</b>
<b>Total Current Assets</b>	<b>2,687,920.82</b>	<b>2,689,909.19</b>	<b>(1,988.37)</b>
<b>Fixed Assets</b>			
11500 · Capital Assets	83,175,026.53	82,607,341.77	567,684.76
<b>Total Fixed Assets</b>	<b>83,175,026.53</b>	<b>82,607,341.77</b>	<b>567,684.76</b>
<b>TOTAL ASSETS</b>	<b><u>85,862,947.35</u></b>	<b><u>85,297,250.96</u></b>	<b><u>565,696.39</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
12000 · Accounts Payable	207,086.85	169,245.66	37,841.19
<b>Total Accounts Payable</b>	<b>207,086.85</b>	<b>169,245.66</b>	<b>37,841.19</b>
<b>Other Current Liabilities</b>			
12020 · Lodging/Room Tax Payable	3,676.69	0.00	3,676.69
12100 · Payroll Liabilities	55,677.26	26,260.43	29,416.83
12200 · Due to other Funds	5,851.59	1,346.09	4,505.50
12250 · Deferred Revenue	117,117.57	144,409.51	(27,291.94)
12300 · Accrued Interest Payable	6,209.00	6,209.00	0.00
12350 · Current Portion-Long Term Debt	458,179.00	406,827.00	51,352.00
<b>Total Other Current Liabilities</b>	<b>646,711.11</b>	<b>585,052.03</b>	<b>61,659.08</b>
<b>Total Current Liabilities</b>	<b>853,797.96</b>	<b>754,297.69</b>	<b>99,500.27</b>
<b>Long Term Liabilities</b>			
2013 FF&C Bond Premium	105,116.75	105,116.75	0.00
12400 · Long Term Debt	7,578,221.78	7,726,954.74	(148,732.96)

**Port of Newport  
Balance Sheet  
As of August 31, 2017**

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	<u>Aug 31, 17</u>	<u>Aug 31, 16</u>	<u>\$ Change</u>
12900 · PERS - Deferred IF	151,722.00	151,722.00	0.00
<b>Total Long Term Liabilities</b>	<u>7,835,060.53</u>	<u>7,983,793.49</u>	<u>(148,732.96)</u>
<b>Total Liabilities</b>	8,688,858.49	8,738,091.18	(49,232.69)
<b>Equity</b>	<u>77,174,088.86</u>	<u>76,559,159.78</u>	<u>614,929.08</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>85,862,947.35</b></u>	<u><b>85,297,250.96</b></u>	<u><b>565,696.39</b></u>



**Port of Newport**  
**Profit & Loss Budget vs. Actual**  
**July through August 2017**

	<u>Jul - Aug 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14000 · Lease Revenues	106,181.25	665,178.00	(558,996.75)	16.0%
14100 · Moorage	234,387.96	1,274,000.00	(1,039,612.04)	18.4%
14200 · Hoist Dock & Services	49,486.80	615,000.00	(565,513.20)	8.0%
14300 · Shipping Terminal Revenues	1,192.80	10,000.00	(8,807.20)	11.9%
14400 · RV Parks	291,848.27	830,000.00	(538,151.73)	35.2%
14500 · Launch Ramp & Trailer Storage	21,361.00	70,000.00	(48,639.00)	30.5%
14600 · Miscellaneous Revenue	19,775.06	58,000.00	(38,224.94)	34.1%
<b>Total Income</b>	<u>724,233.14</u>	<u>3,522,178.00</u>	<u>(2,797,944.86)</u>	<u>20.6%</u>
<b>Gross Profit</b>	724,233.14	3,522,178.00	(2,797,944.86)	20.6%
<b>Expense</b>				
15000 · Personnel Services	174,083.73	1,349,370.00	(1,175,286.27)	12.9%
16000 · Materials & Services	232,386.13	1,626,550.00	(1,394,163.87)	14.3%
17000 · Debt Service	34,358.98	732,680.00	(698,321.02)	4.7%
<b>Total Expense</b>	<u>440,828.84</u>	<u>3,708,600.00</u>	<u>(3,267,771.16)</u>	<u>11.9%</u>
<b>Net Ordinary Income</b>	283,404.30	(186,422.00)	469,826.30	(152.0)%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18100 · Property Tax Revenue	992.46	98,500.00	(97,507.54)	1.0%
18200 · Interest Income	1,298.19	5,000.00	(3,701.81)	26.0%
18300 · Grants	0.00	122,500.00	(122,500.00)	0.0%
18400 · Loan Proceeds	0.00	96,000.00	(96,000.00)	0.0%
18600 · Gain/(Loss) on Sale of Assets	(7,345.91)	0.00	(7,345.91)	100.0%
18700 · Property & Dredge Sales	0.00	2,000.00	(2,000.00)	0.0%
<b>Total Other Income</b>	<u>(5,055.26)</u>	<u>324,000.00</u>	<u>(329,055.26)</u>	<u>(1.6)%</u>
<b>Other Expense</b>				
19000 · Capital Outlay	0.00	197,900.00	(197,900.00)	0.0%
19600 · Contingency	0.00	100,000.00	(100,000.00)	0.0%
19700 · Transfers Out to Other Funds	0.00	160,000.00	(160,000.00)	0.0%
<b>Total Other Expense</b>	<u>0.00</u>	<u>457,900.00</u>	<u>(457,900.00)</u>	<u>0.0%</u>
<b>Net Other Income</b>	<u>(5,055.26)</u>	<u>(133,900.00)</u>	<u>128,844.74</u>	<u>3.8%</u>
<b>Net Income</b>	<u><b>278,349.04</b></u>	<u><b>(320,322.00)</b></u>	<u><b>598,671.04</b></u>	<u><b>(86.9)%</b></u>

**Port of Newport**  
**Profit & Loss Budget vs. Actual - Admin**  
 July through August 2017

	Jul - Aug 17	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>14000 · Lease Revenues</b>	106,181.25	665,178.00	(558,996.75)	16.0%
<b>14100 · Moorage</b>	336.00	0.00	336.00	100.0%
<b>14200 · Hoist Dock &amp; Services</b>	916.00	0.00	916.00	100.0%
<b>14600 · Miscellaneous Revenue</b>	275.00	0.00	275.00	100.0%
<b>Total Income</b>	107,708.25	665,178.00	(557,469.75)	16.2%
<b>Gross Profit</b>	107,708.25	665,178.00	(557,469.75)	16.2%
<b>Expense</b>				
<b>15000 · Personnel Services</b>	64,227.66	539,210.00	(474,982.34)	11.9%
<b>16000 · Materials &amp; Services</b>	61,710.42	452,000.00	(390,289.58)	13.7%
<b>17000 · Debt Service</b>	9,454.74	47,802.00	(38,347.26)	19.8%
<b>Total Expense</b>	135,392.82	1,039,012.00	(903,619.18)	13.0%
<b>Net Ordinary Income</b>	(27,684.57)	(373,834.00)	346,149.43	7.4%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>18100 · Property Tax Revenue</b>	992.46	98,500.00	(97,507.54)	1.0%
<b>18200 · Interest Income</b>	1,298.19	5,000.00	(3,701.81)	26.0%
<b>18300 · Grants</b>	0.00	122,500.00	(122,500.00)	0.0%
<b>18600 · Gain/(Loss) on Sale of Assets</b>	(7,345.91)	0.00	(7,345.91)	100.0%
<b>Total Other Income</b>	(5,055.26)	226,000.00	(231,055.26)	(2.2)%
<b>Other Expense</b>				
<b>19000 · Capital Outlay</b>	0.00	75,000.00	(75,000.00)	0.0%
<b>19600 · Contingency</b>	0.00	100,000.00	(100,000.00)	0.0%
<b>19700 · Transfers Out to Other Funds</b>	0.00	160,000.00	(160,000.00)	0.0%
<b>Total Other Expense</b>	0.00	335,000.00	(335,000.00)	0.0%
<b>Net Other Income</b>	(5,055.26)	(109,000.00)	103,944.74	4.6%
<b>Net Income</b>	<b>(32,739.83)</b>	<b>(482,834.00)</b>	<b>450,094.17</b>	<b>6.8%</b>

**Port of Newport**  
**Profit & Loss Budget vs. Actual - NIT**  
 July through August 2017

	<u>Jul - Aug 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14100 · Moorage	5,992.80	100,000.00	(94,007.20)	6.0%
14200 · Hoist Dock & Services	21,281.00	278,000.00	(256,719.00)	7.7%
14300 · Shipping Terminal Revenues	1,192.80	10,000.00	(8,807.20)	11.9%
14600 · Miscellaneous Revenue	60.00	0.00	60.00	100.0%
<b>Total Income</b>	<u>28,526.60</u>	<u>388,000.00</u>	<u>(359,473.40)</u>	<u>7.4%</u>
<b>Gross Profit</b>	28,526.60	388,000.00	(359,473.40)	7.4%
<b>Expense</b>				
15000 · Personnel Services	10,092.74	77,575.00	(67,482.26)	13.0%
16000 · Materials & Services	8,421.15	137,400.00	(128,978.85)	6.1%
17000 · Debt Service	22,815.84	452,652.00	(429,836.16)	5.0%
<b>Total Expense</b>	<u>41,329.73</u>	<u>667,627.00</u>	<u>(626,297.27)</u>	<u>6.2%</u>
<b>Net Ordinary Income</b>	(12,803.13)	(279,627.00)	266,823.87	4.6%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18400 · Loan Proceeds	0.00	60,000.00	(60,000.00)	0.0%
<b>Total Other Income</b>	0.00	60,000.00	(60,000.00)	0.0%
<b>Other Expense</b>				
19000 · Capital Outlay	0.00	66,900.00	(66,900.00)	0.0%
<b>Total Other Expense</b>	0.00	66,900.00	(66,900.00)	0.0%
<b>Net Other Income</b>	0.00	(6,900.00)	6,900.00	0.0%
<b>Net Income</b>	<u>(12,803.13)</u>	<u>(286,527.00)</u>	<u>273,723.87</u>	<u>4.5%</u>

**Port of Newport**  
**Profit & Loss Budget vs. Actual - SB**  
 July through August 2017

	<u>Jul - Aug 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14100 · Moorage	170,218.29	714,000.00	(543,781.71)	23.8%
14200 · Hoist Dock & Services	680.24	17,000.00	(16,319.76)	4.0%
14400 · RV Parks	291,848.27	830,000.00	(538,151.73)	35.2%
14500 · Launch Ramp & Trailer Storage	21,361.00	70,000.00	(48,639.00)	30.5%
14600 · Miscellaneous Revenue	17,407.78	54,000.00	(36,592.22)	32.2%
<b>Total Income</b>	<u>501,515.58</u>	<u>1,685,000.00</u>	<u>(1,183,484.42)</u>	<u>29.8%</u>
<b>Gross Profit</b>	501,515.58	1,685,000.00	(1,183,484.42)	29.8%
<b>Expense</b>				
15000 · Personnel Services	63,691.68	363,262.00	(299,570.32)	17.5%
16000 · Materials & Services	124,513.38	673,550.00	(549,036.62)	18.5%
17000 · Debt Service	929.10	216,321.00	(215,391.90)	0.4%
<b>Total Expense</b>	<u>189,134.16</u>	<u>1,253,133.00</u>	<u>(1,063,998.84)</u>	<u>15.1%</u>
<b>Net Ordinary Income</b>	312,381.42	431,867.00	(119,485.58)	72.3%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18700 · Property & Dredge Sales	0.00	2,000.00	(2,000.00)	0.0%
<b>Total Other Income</b>	<u>0.00</u>	<u>2,000.00</u>	<u>(2,000.00)</u>	<u>0.0%</u>
<b>Net Other Income</b>	0.00	2,000.00	(2,000.00)	0.0%
<b>Net Income</b>	<u><u>312,381.42</u></u>	<u><u>433,867.00</u></u>	<u><u>(121,485.58)</u></u>	<u><u>72.0%</u></u>

**Port of Newport**  
**Profit & Loss Budget vs. Actual - CM**  
**July through August 2017**

	Jul - Aug 17	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
14100 · Moorage	57,840.87	460,000.00	(402,159.13)	12.6%
14200 · Hoist Dock & Services	26,609.56	320,000.00	(293,390.44)	8.3%
14600 · Miscellaneous Revenue	1,288.50	4,000.00	(2,711.50)	32.2%
<b>Total Income</b>	<u>85,738.93</u>	<u>784,000.00</u>	<u>(698,261.07)</u>	<u>10.9%</u>
<b>Gross Profit</b>	85,738.93	784,000.00	(698,261.07)	10.9%
<b>Expense</b>				
15000 · Personnel Services	36,071.65	255,535.00	(219,463.35)	14.1%
16000 · Materials & Services	37,741.18	357,700.00	(319,958.82)	10.6%
17000 · Debt Service	1,159.30	15,905.00	(14,745.70)	7.3%
<b>Total Expense</b>	<u>74,972.13</u>	<u>629,140.00</u>	<u>(554,167.87)</u>	<u>11.9%</u>
<b>Net Ordinary Income</b>	10,766.80	154,860.00	(144,093.20)	7.0%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
18400 · Loan Proceeds	0.00	36,000.00	(36,000.00)	0.0%
<b>Total Other Income</b>	0.00	36,000.00	(36,000.00)	0.0%
<b>Other Expense</b>				
19000 · Capital Outlay	0.00	36,000.00	(36,000.00)	0.0%
<b>Total Other Expense</b>	0.00	36,000.00	(36,000.00)	0.0%
<b>Net Other Income</b>	0.00	0.00	0.00	0.0%
<b>Net Income</b>	<u><u>10,766.80</u></u>	<u><u>154,860.00</u></u>	<u><u>(144,093.20)</u></u>	<u><u>7.0%</u></u>

## Port of Newport - NOAA Fund

## Balance Sheet

09/20/17

As of August 31, 2017

Accrual Basis

	Aug 31, 17	Aug 31, 16	\$ Change
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
51000 · Cash & Equivalents	4,678,715.57	4,680,349.45	(1,633.88)
<b>Total Checking/Savings</b>	4,678,715.57	4,680,349.45	(1,633.88)
Other Current Assets			
51300 · Prepaid Expenses	47,867.37	35,484.83	12,382.54
51400 · Due from Other Funds	1,756.47	186.25	1,570.22
<b>Total Other Current Assets</b>	49,623.84	35,671.08	13,952.76
<b>Total Current Assets</b>	4,728,339.41	4,716,020.53	12,318.88
<b>TOTAL ASSETS</b>	<b>4,728,339.41</b>	<b>4,716,020.53</b>	<b>12,318.88</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
52000 · Accounts Payable	10,617.32	19,947.70	(9,330.38)
<b>Total Accounts Payable</b>	10,617.32	19,947.70	(9,330.38)
Other Current Liabilities			
52110 · Accrued PTO	9,616.41	4,108.94	5,507.47
52200 · Due to Other Funds	10,333.55	6,732.78	3,600.77
52300 · Accrued Interest Payable	476,972.00	476,972.00	0.00
52350 · Current Portion Long-Term Debt	910,000.00	810,000.00	100,000.00
<b>Total Other Current Liabilities</b>	1,406,921.96	1,297,813.72	109,108.24
<b>Total Current Liabilities</b>	1,417,539.28	1,317,761.42	99,777.86
Long Term Liabilities			
52400 · Long-Term Debt	19,855,587.00	20,725,587.00	(870,000.00)
52800 · Less Current Portion LT Debt	(910,000.00)	(810,000.00)	(100,000.00)
<b>Total Long Term Liabilities</b>	18,945,587.00	19,915,587.00	(970,000.00)
<b>Total Liabilities</b>	20,363,126.28	21,233,348.42	(870,222.14)
Equity	(15,634,786.87)	(16,517,327.89)	882,541.02
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,728,339.41</b>	<b>4,716,020.53</b>	<b>12,318.88</b>

**Port of Newport - NOAA Fund**  
**Profit & Loss Budget vs. Actual - New**  
**July through August 2017**

	<u>Jul - Aug 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>54000 · Lease Revenue</b>	423,522.44	2,542,000.00	(2,118,477.56)	16.7%
<b>Total Income</b>	423,522.44	2,542,000.00	(2,118,477.56)	16.7%
<b>Expense</b>				
<b>55000 · Personnel Services</b>	10,279.88	82,385.00	(72,105.12)	12.5%
<b>56000 · Materials &amp; Services</b>	50,005.79	366,470.00	(316,464.21)	13.6%
<b>57000 · Debt Service</b>	1,464,966.88	2,001,734.00	(536,767.12)	73.2%
<b>Total Expense</b>	1,525,252.55	2,450,589.00	(925,336.45)	62.2%
<b>Net Ordinary Income</b>	(1,101,730.11)	91,411.00	(1,193,141.11)	(1,205.2)%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>58200 · Interest Income</b>	1,847.77	10,500.00	(8,652.23)	17.6%
<b>58800 · Miscellaneous Revenue</b>	910.45	0.00	910.45	100.0%
<b>58900 · Transfers In from Other Funds</b>	0.00	500,000.00	(500,000.00)	0.0%
<b>Total Other Income</b>	2,758.22	510,500.00	(507,741.78)	0.5%
<b>Other Expense</b>				
<b>59000 · Capital Outlay</b>	0.00	6,000.00	(6,000.00)	0.0%
<b>59600 · Contingency</b>	0.00	100,000.00	(100,000.00)	0.0%
<b>59700 · Transfers Out to Other Funds</b>	0.00	750,000.00	(750,000.00)	0.0%
<b>Total Other Expense</b>	0.00	856,000.00	(856,000.00)	0.0%
<b>Net Other Income</b>	2,758.22	(345,500.00)	348,258.22	(0.8)%
<b>Net Income</b>	<u><u>(1,098,971.89)</u></u>	<u><u>(254,089.00)</u></u>	<u><u>(844,882.89)</u></u>	<u><u>432.5%</u></u>

**Facility Maintenance Reserve Fund**  
**Balance Sheet**  
As of August 31, 2017

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	<u>Aug 31, 17</u>	<u>Aug 31, 16</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
31000 · Cash & Cash Equivalents	72,341.19	73,796.45	(1,455.26)
<b>Total Checking/Savings</b>	<u>72,341.19</u>	<u>73,796.45</u>	<u>(1,455.26)</u>
<b>Total Current Assets</b>	<u>72,341.19</u>	<u>73,796.45</u>	<u>(1,455.26)</u>
<b>TOTAL ASSETS</b>	<b><u>72,341.19</u></b>	<b><u>73,796.45</u></b>	<b><u>(1,455.26)</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Equity</b>			
33000 · Fund Balance	47,322.76	48,777.66	(1,454.90)
33020 · FB - Assigned for Future Expend	25,000.00	25,000.00	0.00
Net Income	18.43	18.79	(0.36)
<b>Total Equity</b>	<u>72,341.19</u>	<u>73,796.45</u>	<u>(1,455.26)</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>72,341.19</u></b>	<b><u>73,796.45</u></b>	<b><u>(1,455.26)</u></b>



## Construction Fund - Port of Newport

09/20/17

## Balance Sheet

Accrual Basis

As of August 31, 2017

	Aug 31, 17	Aug 31, 16	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
41000 · Cash & Cash Equivalents	53,336.67	70,051.97	(16,715.30)
<b>Total Checking/Savings</b>	53,336.67	70,051.97	(16,715.30)
<b>Total Current Assets</b>	53,336.67	70,051.97	(16,715.30)
<b>TOTAL ASSETS</b>	<b>53,336.67</b>	<b>70,051.97</b>	<b>(16,715.30)</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
42000 · Accounts Payable	0.00	5,015.85	(5,015.85)
<b>Total Accounts Payable</b>	0.00	5,015.85	(5,015.85)
<b>Other Current Liabilities</b>			
42200 · Due To Other funds	480.42	0.00	480.42
<b>Total Other Current Liabilities</b>	480.42	0.00	480.42
<b>Total Current Liabilities</b>	480.42	5,015.85	(4,535.43)
<b>Total Liabilities</b>	480.42	5,015.85	(4,535.43)
<b>Equity</b>	52,856.25	65,036.12	(12,179.87)
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>53,336.67</b>	<b>70,051.97</b>	<b>(16,715.30)</b>

## Bonded Debt Fund - Port of Newport

09/20/17

## Balance Sheet

Accrual Basis

As of August 31, 2017

	Aug 31, 17	Aug 31, 16	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
21000 · Cash & Cash Equivalents	252,127.45	310,466.73	(58,339.28)
<b>Total Checking/Savings</b>	252,127.45	310,466.73	(58,339.28)
<b>Other Current Assets</b>			
21270 · Property Tax Receivable	86,925.12	86,925.12	0.00
21400 · Due from Other Funds	5,005.57	1,159.84	3,845.73
<b>Total Other Current Assets</b>	91,930.69	88,084.96	3,845.73
<b>Total Current Assets</b>	344,058.14	398,551.69	(54,493.55)
<b>Other Assets</b>			
21800 · Bond Issue costs, net of amort.	4,662.00	4,662.00	0.00
21825 · Advance Refunding Valuation	436,957.00	436,957.00	0.00
<b>Total Other Assets</b>	441,619.00	441,619.00	0.00
<b>TOTAL ASSETS</b>	<b>785,677.14</b>	<b>840,170.69</b>	<b>(54,493.55)</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Other Current Liabilities</b>			
22350 · Bonds Payable - Current	325,000.00	465,000.00	(140,000.00)
<b>Total Other Current Liabilities</b>	325,000.00	465,000.00	(140,000.00)
<b>Total Current Liabilities</b>	325,000.00	465,000.00	(140,000.00)
<b>Long Term Liabilities</b>			
22505 · 2007 Series Bonds	0.00	124,830.00	(124,830.00)
22510 · 2008 Series Bonds	124,995.00	244,995.00	(120,000.00)
22515 · 2011 Series Bonds	5,093,243.00	5,158,243.00	(65,000.00)
22520 · 2016 Series Bonds	7,455,000.00	7,610,000.00	(155,000.00)
22590 · Bond Premiums	880,746.00	880,746.00	0.00
22800 · Less Current Portion LTD	(325,000.00)	(465,000.00)	140,000.00
<b>Total Long Term Liabilities</b>	13,228,984.00	13,553,814.00	(324,830.00)
<b>Total Liabilities</b>	13,553,984.00	14,018,814.00	(464,830.00)
<b>Equity</b>	(12,768,306.86)	(13,178,643.31)	410,336.45
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>785,677.14</b>	<b>840,170.69</b>	<b>(54,493.55)</b>

8.8.2017

RECEIVED

AUG 28 2017

PORT OF NEWPORT

Walter Chuck  
Port of Newport  
600 SE Bay Blvd.  
Newport, OR 97365

RE: Project Closeout for Port Planning and Marketing Fund, Planning and Environmental Review for Federal Grant Funding, Project Number 521870

Dear Commissioner Chuck,

Thank you for your recent submission of the Project Completion Report for the Planning and Environmental Review for Federal Grant Funding.

We have determined that the project is complete and the terms and conditions related to project completion have been met. This letter signifies that the project has been formally closed. We are pleased to have been a part of your project, which has been successful in strengthening the local economy.

Should you have any questions or need further assistance, please do not hesitate to contact your Regional Port Project Manager, Mark Freeman at 503-986-0072.

Sincerely,



Robert Ault, Business & Community Development Manager  
Business Oregon



**From:** [Director Operations](#)  
**To:** [Karen Hewitt](#)  
**Subject:** FW: Resignation  
**Date:** Monday, September 18, 2017 2:52:37 PM

---

Aaron Bretz  
General Manager ProTem / Director of Operations  
Port of Newport  
600 SE Bay Blvd.  
Newport, OR 97365  
(541) 265-7758  
(541) 541-961-3904 cell

-----Original Message-----

From: Stephen Larrabee  
Sent: Wednesday, August 30, 2017 3:00 PM  
To: Director Operations <dirops@portofnewport.com>  
Subject: Resignation

Aaron,

As we discussed I am tendering my resignation since I will be relocating from the area due to personal reasons.

As we also discussed I will be able to commit to stay until the end of September to ensure a smooth transition but it may not take that long, we can further discuss this as we figure out what you and the staff need.

Steve

Sent from my iPhone





600 S. E. BAY BOULEVARD

NEWPORT, OREGON 97365

541) 265-7758

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September 19, 2017

Aaron Bretz, Operations Manager  
Port of Newport  
600 S.E. Bay Blvd.  
Newport, OR 97365

Regarding: Terminal Supervisor Resignation

Dear Aaron:

I have accepted an engineering position in another town. This will be a new challenge, as well as a new opportunity for my family and I.

My resignation will be effective and final on September 30<sup>th</sup> 2017

Please accept my thanks for the opportunity to work with you during your time here. I appreciate all of your support and efforts.

Sincerely,

Pete Zerr, International Terminal Supervisor







## Operating Fund

**August 16, 2017 through September 15, 2017**

Date	Num	Name	Memo	Amount
08/23/2017	39272	Alan Brown Tire Center	Flat tire repair	13.87
08/23/2017	39273	Chase - Visa	Employee training and travel, permits, operating supplies, office and meeting supplies	2,696.30
08/23/2017	39274	City of Newport Room Tax	Transient room tax - July 2017	8,615.41
08/23/2017	39275	CoastCom	Internet and email - May through August	3,748.00
08/29/2017	39276	Airgas USA	Welding rods, grinding disks	330.03
08/29/2017	39277	Association of Pacific Ports	Annual membership renewal	1,375.00
08/29/2017	39278	Business Oregon - IFA	Debt service	4,463.00
08/29/2017	39279	Business Oregon - OBDD	Debt service	7,800.00
08/29/2017	39280	Cardinal Services	Temp services	5,042.37
08/29/2017	39281	Carol Corwin	Dock number signs for 7D	100.00
08/29/2017	39282	CenturyLink	Telephone	397.10
08/29/2017	39283	Debbie Trapp	Refund - SB RV Park	750.00
08/29/2017	39284	Design Space	Modular office rental	217.00
08/29/2017	39285	Oregon DMV	Vehicle records	15.00
08/29/2017	39286	Fastenal Company	Drill bits, hardware	119.92
08/29/2017	39287	Fred Meyer Customer Charges	Maintenance supplies, food for meetings	251.84
08/29/2017	39288	Harvey's Lock & Key	Restroom keys and locks - CM	387.35
08/29/2017	39289	Int'l Institute of Municipal Clerks	Annual membership renewal	125.00
08/29/2017	39290	Lance P Stimely	Diving services to locate water leak - SB	100.00
08/29/2017	39291	Void	Void	0.00
08/29/2017	39292	Mickey Smith	Refund - South Beach Marina	2,270.80
08/29/2017	39293	Neopost USA	Postage machine rental	149.85
08/29/2017	39294	NW Natural	Natural gas	112.59
08/29/2017	39295	Pacific Coast Lock & Safe	Shower repair - SB	243.00
08/29/2017	39296	Petty Cash	Office supplies, postage	169.49
08/29/2017	39297	Pioneer Printing	"No Dumpster Diving" stickers	195.85
08/29/2017	39298	Special Districts Association of Oregon	Board and management training	150.00
08/29/2017	39299	Special Districts Insurance Services	Monthly health-dental-life insurance	12,782.64
08/29/2017	39300	Steven Mesia	Refund - South Beach Marina	1,431.60
08/29/2017	39301	TCB Security Services	Monthly security contract	6,516.00
08/29/2017	39302	Toyota Industries Commercial Finance	Forklift leases	1,044.20
08/29/2017	39303	Toyota Lift NW	Service call, equipment repairs	2,014.20
08/29/2017	39304	Verizon Wireless	Port cell phones	316.17
08/29/2017	39305	Good Sam RV Travel & Savings Guide	Advertising	5,962.08
09/15/2017	39306	Employee	Mid-month draw	1,000.00



**Operating Fund**

**August 16, 2017 through September 15, 2017**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
09/15/2017	39307	Alan Brown Tire Center	Tires for equipment	92.03
09/15/2017	39308	Alsco	Floor mats and towel rental	462.56
09/15/2017	39309	Employee	Mid-month draw	650.00
09/15/2017	39310	Associated Supply Company	Printer ink cartridges	130.50
09/15/2017	39311	Barrelhead Supply	Rebuild deck at PD7, electrical shed roof repairs, operating supplies	1,669.57
09/15/2017	39312	Employee	Mid-month draw	450.00
09/15/2017	39313	Cardinal Services	Temp services	2,742.13
09/15/2017	39314	Carson Oil Co	Fuel	63.38
09/15/2017	39315	CenturyLink - Business Service	Telephone	184.68
09/15/2017	39316	Charles Zobrist	Refund - South Beach Marina	661.36
09/15/2017	39317	Chase - Visa	Office supplies, software fees, maintenance supplies, food for meetings	954.13
09/15/2017	39318	Employee	Mid-month draw	500.00
09/15/2017	39319	City of Newport Room Tax	Transient room tax - August 2017	9,819.29
09/15/2017	39320	City of Newport SDC Financing	Debt service-SDC for permit #13743, December 2016 and June 2017 payments	16,306.00
09/15/2017	39321	City of Newport Water/Sewer	Water	462.55
09/15/2017	39322	Coastal Paper & Supply	Paper products and cleaning supplies	2,839.47
09/15/2017	39323	Coastal Refrigeration	Condenser repair on Marina Store walk-in cooler	1,357.75
09/15/2017	39324	Copeland Lumber Yards	Lumber, cement, asphalt sealer	857.43
09/15/2017	39325	Employee	Mid-month draw	500.00
09/15/2017	39326	Department of Environmental Quality	Storm water permit - NIT	980.00
09/15/2017	39327	Design Space	Modular office rental	877.00
09/15/2017	39328	Direct TV	Cable - RV parks	1,306.09
09/15/2017	39329	Employee	Mid-month draw	600.00
09/15/2017	39330	Englund Marine Supply Co	Hoist repairs, operating supplies	319.30
09/15/2017	39331	Employee	Mid-month draw	300.00
09/15/2017	39332	Employee	Mid-month draw	475.00
09/15/2017	39333	G & K Floors	Janitorial services	3,930.00
09/15/2017	39334	Gray's Web Design	Website update	180.00
09/15/2017	39335	Halco Welding	Operating supplies	60.00
09/15/2017	39336	IconiPro Security and Alarms	Security monitoring services, camera repairs	501.94
09/15/2017	39337	Idea Print Works	Port clothing	349.00
09/15/2017	39338	Industrial Welding Supply	Welding supplies	370.39
09/15/2017	39339	JC Market	Lunch for commission meeting	69.93



**Operating Fund**

**August 16, 2017 through September 15, 2017**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
09/15/2017	39340	Kelly Printing Supplies	Printer ink cartridges	534.32
09/15/2017	39341	LazerQuick	Office supplies	55.70
09/15/2017	39342	Lincoln County Public Works	Fuel for trucks	440.49
09/15/2017	39343	MacPherson Gintner & Diaz	Professional services	3,346.25
09/15/2017	39344	Northwest Compressor	Operating supplies	58.00
09/15/2017	39345	Northwest Parking Equipment	Pay station printer paper	298.80
09/15/2017	39346	Oregon DMV	Vehicle records	33.40
09/15/2017	39347	Employee	Mileage and expense reimbursement	438.79
09/15/2017	39348	Pioneer Telephone Cooperative	Telephone	226.11
09/15/2017	39349	Employee	Mid-month draw	650.00
09/15/2017	39350	Road & Driveway Co	Prep and paving - SB	3,936.30
09/15/2017	39351	Sherwin-Williams	Paint and painting supplies	283.40
09/15/2017	39352	Special Districts Association of Oregon	Board and management training	75.00
09/15/2017	39353	Special Districts Insurance Services	Property/casualty insurance	27,893.11
09/15/2017	39354	Staples	Office supplies	169.74
09/15/2017	39355	Suburban Propane	Propane	248.24
09/15/2017	39356	T & L Septic Tank Service	Chemical toilet rental	726.00
09/15/2017	39357	Terry Ellis	Refund - SB RV Park	773.00
09/15/2017	39358	Thermo Fluids	Used oil disposal	175.00
09/15/2017	39359	Thompson's Sanitary Service	Trash disposal	6,757.15
09/15/2017	39360	NAPA Auto Parts	Equipment repairs	88.23
09/15/2017	39361	United Grocers - Cash & Carry	Office and cleaning supplies	266.28
09/15/2017	39362	Voya (State of Oregon Plan)	Monthly employee contributions	50.00
09/15/2017	39363	Xerox Corporation	Copier leases	448.88
09/15/2017	39364	Yaquina Bay Communications	Advertising	150.00
<b>Total</b>				<b>170,035.46</b>



**NOAA Fund**

**August 16, 2017 through September 15, 2017**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
08/23/2017	13221	Void	Void	0.00
08/23/2017	13222	Chase-Visa	Fire hose, batteries	244.98
08/29/2017	13223	Void	Void	0.00
08/29/2017	13224	TCB Security Services	Elevator phone monitoring	20.00
08/29/2017	13225	Ultimate Pest Control	Pest control	135.00
08/29/2017	13226	Verizon Wireless	Phone charges and mifi	26.39
08/29/2017	13227	White's Landscaping Service	Landscaping services - 40% down payment	570.00
08/29/2017	13228	Ground FX Landscape Management	Landscaping services	1,080.00
09/15/2017	13229	Chase-Visa	Cell phone screen protector	14.13
09/15/2017	13230	Englund Marine & Industrial Supply	Operating supplies	46.31
09/15/2017	13231	IconiPro Security & Alarms	Fire alarm monitoring service	156.00
09/15/2017	13232	Kelly Printing Supplies	Printer ink cartridges	133.58
09/15/2017	13233	Lincoln County Public Works	Fuel for truck	23.96
09/15/2017	13234	Special Districts Insurance Services	Property/casualty insurance	10,318.89
09/15/2017	13235	United Grocers - Cash & Carry	Cleaning supplies	74.45
<b>Total</b>				<b>12,843.69</b>

## Piling Survey

Location	Size(D)	Priority	Notes
Dock 5A-1	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-2	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-3	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-4	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-5	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-6	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-7	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-8	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-9	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-10	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-11	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-12	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-13	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-14	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-15	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-16	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-17	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-18	12"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-19	8.5"	High	Small holes at mudline - Piling over smaller piling (approx 1994)
Dock 5A-20	12"	High	Small holes at mudline - Piling over smaller piling (approx 1994)

Location	Size(D)	Priority	Notes
Dock 5B-1	14"	Low	OK (approx 1994)
Dock 5B-2	14"	Low	OK (approx 1994)
Dock 5B-3	14"	Low	OK -Hot (approx 1994)
Dock 5B-4	14"	Low	OK -Hot (approx 1994)
Dock 5B-5	14"	Med	1-bigger hole-Hot (approx 1994)
Dock 5B-6	14"	Low	OK (approx 1994)
Dock 5B-7	14"	Med	1-small hole (approx 1994)
Dock 5B-8	14"	Low	OK - (approx 1994)
Dock 5B-9	14"	Med	2 small holes (approx 1994)
Dock 5B-10	14"	Low	OK (approx 1994)
Dock 5B-11	14"	Low	OK (approx 1994)
Dock 5B-12	14"	Low	OK (approx 1994)
Dock 5B-13	14"	Med	OK (approx 1994)
Dock 5B-14	14"	Low	OK -2 small holes (approx 1994)
Dock 5B-15	14"	Low	OK (approx 1994)
Dock 5B-16	14"	Low	OK - Hot (approx 1994)
Dock 5B-17	14"	Med	2 small holes (approx 1994)
Dock 5B-18	14"	Low	OK -Hot (approx 1994)
Dock 5B-19	14"	Low	OK -Hot (approx 1994)
Dock 5B-20	14"	Low	OK (approx 1994)
Dock 5B-21	14"	Med	2 small holes (approx 1994)

Dock 5B-22	14"	Low	OK	(approx 1994)
Dock 5B-23	14"	Low	OK - Hot	(approx 1994)

Location	Size(D)	Priority	Notes
Dock 5C-1	16"	MED	Small hole above mudline
Dock 5C-2	16"		New 2016
Dock 5C-3	16"		New 2016
Dock 5C-4	16"		New 2016
Dock 5C-5	16"		New 2016
Dock 5C-6	16"	MED	Small hole above mudline
Dock 5C-7	16"		New 2016
Dock 5C-8	16"		New 2016
Dock 5C-9	16"		New 2016
Dock 5C-10	16"		New 2016
Dock 5C-11	16"		New 2016
Dock 5C-12	16"		New 2016
Dock 5C-13	16"		New 2016
Dock 5C-14	20"		New 2016
Dock 5C-15	16"		New 2016
Dock 5C-16	20"		New 2016
Dock 5C-17	20"		New 2016
Dock 5C-18	20"		New 201 6
Dock 5C-19	20"		New 2016
Dock 5C-20	16"		New 2016
Dock 5C-21	16"		New 2016

Location	Size(D)	Priority	Notes	
Dock 5D-1	16"	High	Bad holes	
Dock 5D-2	16"	High	Big hole	
Dock 5D-3	16"	Low	OK	
Dock 5D-4	16"		New 2016	
Dock 5D-5	16"		New 2016	
Dock 5D-6	16"	Med	2-small hole @ low tide line	
Dock 5D-7	16"	Med	OK	
Dock 5D-8	16"	Med	OK	
Dock 5D-9	16"	Med	OK	
Dock 5D-10	16"	High	Crack at mudline	
Dock 5D-11	20"		New 2016	
Dock 5D-12	16"	Med	OK	
Dock 5D-13	16"	Low	OK	
Dock 5D-14	16"	Low	OK	
Dock 5D-16	20"		New 2016	
Dock 5D-17	16"	Low	OK - Note piling	"Real Hot"

Location	Size(D)	Priority	Notes
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Dock 5X-1	16"		New 2016
Dock 5X-2	16"		New 2016
Dock 5X-3	16"		New 2016
Dock 5X-4	20"		New 2016
Dock 5X-5	20"		New 2016

Location	Size(D)	Priority	Notes
5B Finger 1	14"	Low	Good
5B Finger 2	14"	Low	Good
5B Finger 3	14"	Med	Big Hole
5B Finger 4	14"	Med	small hole
5B Finger 5	14"	Med	fist sized hole
5B Finger 6	14"	Low	Good
5B Finger 7	14"	Low	Good
5B Finger 8	14"	Med	1 small hole
5B Finger 9	14"	Low	Good
5B Finger 10	14"	Med	1 small hole
5B Finger 11	14"	Low	Good
5B Finger 12	14"	Low	Good
5B Finger 13	14"	Med	2 small holes above mudline

Location	Size(D)	Priority	Notes	
5C Finger 1	16"	Low	Good but hot	Replaced 2004
5C Finger 2	16"	Med	Small hole	Replaced 2004
5C Finger 3	16"	Low	Good but hot	Replaced 2004
5C Finger 4	16"	Low	Good but hot	Replaced 2004
5C Finger 5	16"	Low	Good but hot	Replaced 2004
5C Finger 6	16"	Low	Good but hot	Replaced 2004

Location	Size(D)	Priority	Notes	Installed
5C Finger SP 1	16"	Low	Good	Replaced 2004
5C Finger SP 2	16"	Low	Good	Replaced 2004
5C Finger SP 3	16"	Low	Good	Replaced 2004
5C Finger SP 4	16"	Low	Good	Replaced 2004
5C Finger SP 5	16"	Low	Good	Replaced 2004
5C Finger SP 6	16"	Low	Good	Replaced 2004

Location	Size(D)	Priority	Notes
5D Finger 1	16"	Med	Small holes
5D Finger 2	16"	Med	Small holes
5D Finger 3	16"	Low	Good-Hot
5D Finger 4	16"	High	Small holes and crack
5D Finger 5	16"	High	Small holes and crack

Location	Size(D)	Priority	Notes
5D Finger SP 1	16"	High	Softball sized hole
5D Finger SP 2	16"	High	4 fist sized holes

5D Finger SP 3	16"	Med	no holes, Very Hot
5D Finger SP 4	16"	High	Piling cutoff at mudline
5D Finger SP 5	16"	High	Piling cutoff at mudline

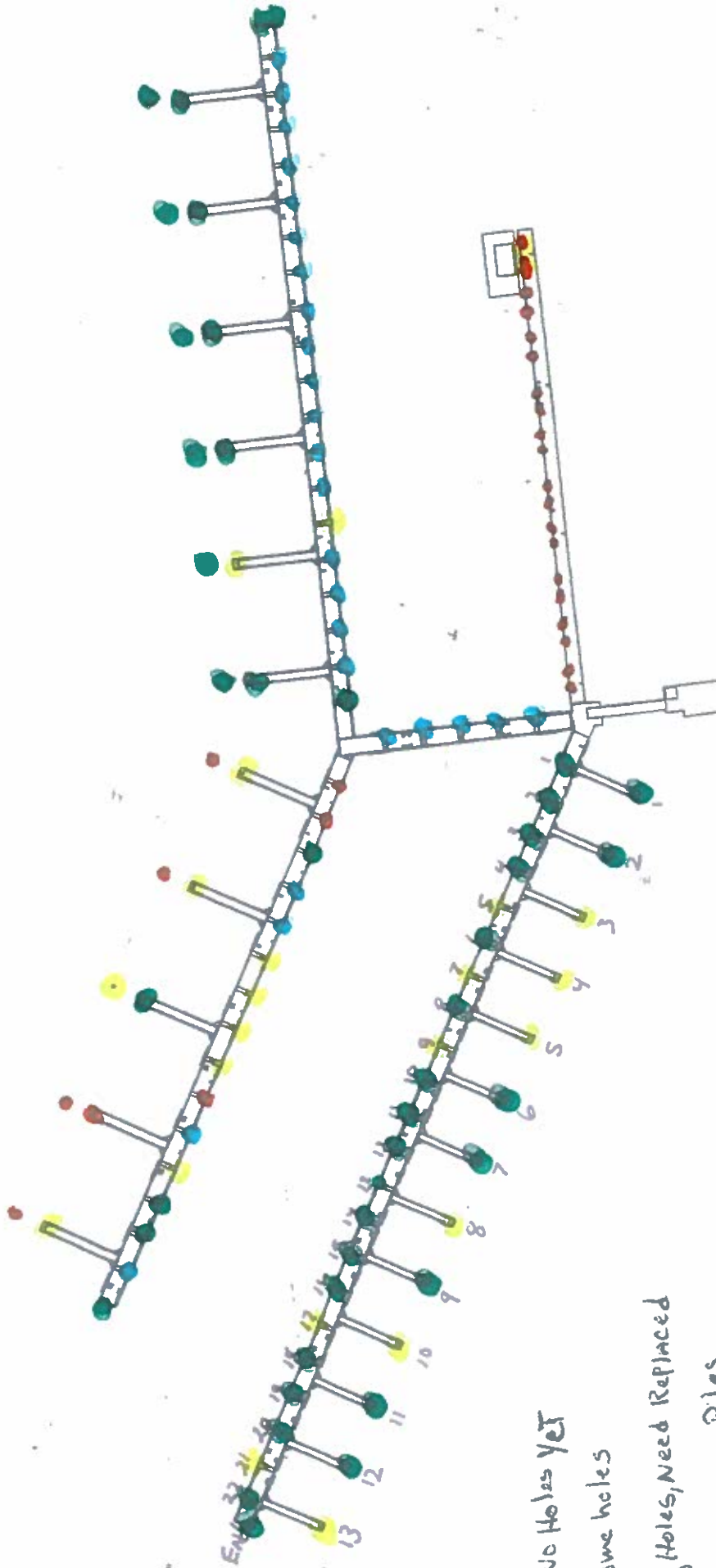
SP= Stern Pile

Location

Sweeds Dock 1		High	Used piling installed 1994
Sweeds Dock 2		High	Used piling installed 1994
Sweeds Dock 3		High	Used piling installed 1994
Sweeds Dock 4		High	Used piling installed 1994
Sweeds Dock 5		High	Used piling installed 1994
Sweeds Dock 6		High	Used piling installed 1994
Sweeds Dock 7		High	Used piling installed 1994
Sweeds Dock 8		High	Used piling installed 1994
Sweeds Dock 9		High	Used piling installed 1994
Sweeds Dock 10		High	Used piling installed 1994
Sweeds Dock 11		High	Used piling installed 1994
Sweeds Dock 12		High	Used piling installed 1994
Sweeds Dock 13		High	Unused-Need to remove
Sweeds Dock 14		High	Unused-Need to remove
Sweeds Dock 15		Low	Good
Sweeds Dock 16		Low	Good
Sweeds Dock 17		High	wooden pile remove
Sweeds Dock 18		Low	wooden Pile
Sweeds Dock 19		Low	Good



Dock 5 Pile Survey  
9/2017



**Green** - No Holes Yet

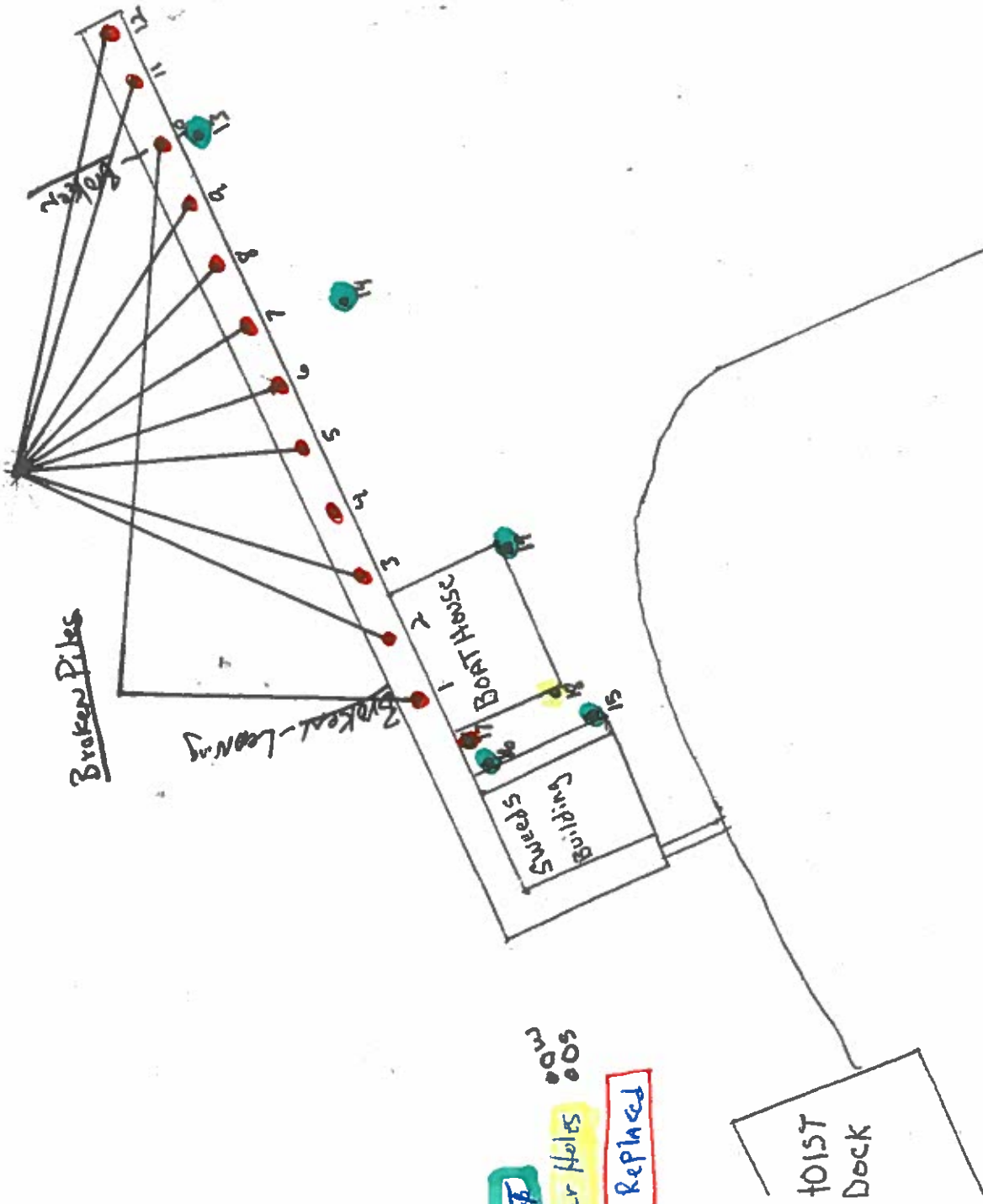
**Blue** - Some holes

**Red** - Big Holes, Need Replaced

**Yellow** - Brand New Piles

# Sweeds Dock

Big holes on All these Piles



Green - NO holes Yet

Yellow - Some smaller Holes

Red - Big holes, need Replaced

Blue - New Piles

100s



## NEW BUSINESS AGENDA ITEM

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**DATE:** *September 12, 2017*  
**RE:** *2017 SDIS Best Practices Program Update*  
**TO:** *Aaron Bretz, Interim General Manager*  
**ISSUED BY:** *Karen Hewitt, Administrative Assistant*

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### **BACKGROUND**

Special District Insurance Services (SDIS) has a “Best Practices Program” that offers up to a 10% discount on our insurance through completion of the requirements. The deadline for completion is Friday, November 17, 2017. Attached is the notice for this year’s program.

### **COMPLETION STATUS**

The italicized items have been completed.

1. *Affiliate Organization Membership – Credit 2%*  
*The Port is a member of the Oregon Public Ports Association*
2. Checklist – Credit 2%  
This is part of the Best Practices Survey, to be completed online
3. Online Training – Credit 2%  
Management and Staff have been assigned to take the SafePersonnel course “Discrimination: Avoiding Discriminatory Practices”, with a completion deadline of October 31, 2017.
4. *Policy – Credit 2%*  
*The Port Personnel Manual includes a sexual harassment and discrimination policy in Section 21.3.*
5. *SDAO/SDIS Training – Credit 2%*  
*Jeff Lackey and Aaron Bretz attended SDAO regional training on August 29<sup>th</sup>.*

-###-





The SDIS Best Practices Program is available to all SDIS Property Casualty Program participants. Its purpose is to assist districts with implementing best practices to mitigate risk in areas of high exposure. This year's program offers each district up to a 10% credit on 2018 general liability, auto liability, and property insurance contributions by completing requirements in the following five credit categories.

To receive credit, the Best Practices Survey (located on the SDIS insurance site) must be reviewed and submitted by a district representative. The district representative will verify completion of the credit requirements within the survey. The deadline to complete the survey is Friday, November 17, 2017.

### 1. Affiliate Organization Membership – Credit: 2%

You will receive a 2% credit for being a member of any of the following affiliated organizations:

- Oregon Fire District Directors Association
- Oregon Fire Chiefs Association
- Oregon Water Resources Congress
- Oregon Mosquito and Vector Control Association
- Oregon Recreation and Park Association
- Oregon Public Ports Association
- Oregon Association of Clean Water Agencies
- Oregon Association of Conservation Districts
- Cemetery Association of Oregon
- Oregon APCO-NENA
- Oregon Transit Association
- Oregon People's Utility Districts Association
- Oregon Association of Water Utilities
- Oregon Library Association
- Oregon Economic Development District Association
- Oregon PRIMA

As we have several district types, this is not a comprehensive list. If you are a member of an organization that is not listed above or has qualified in prior years, please contact Jaime Keeling by email at [jkeeling@sdao.com](mailto:jkeeling@sdao.com) or by phone at 800-285-5461 x 122.

### 2. Checklist (Employment Practices or Cyber Liability) – Credit: 2%

#### *Districts with Employees*

Districts with employees will need to complete the Employment Practices Checklist focusing on employment practice liability exposures to receive 2% credit for this category. This checklist is available within the Best Practices Survey.

#### *Districts without Employees*

Districts without employees will need to complete the Cyber Liability Checklist focusing on cyber liability exposures to receive 2% credit for this category. This checklist is available within the Best Practices Survey.

### 3. Online Training – Credit: 2%

SDAO uses SafePersonnel to facilitate the online training program. Trainings are not accessible through the SDAO website. A personalized training website is created for each member district to access the training library and take online courses. If your district does not have a training website set up through this program, please contact SDAO Member Services to get started. You can call us at 800-285-5461 or send an email with your name, district, and email address to [memberservices@sdao.com](mailto:memberservices@sdao.com). We will send your information to SafePersonnel. If your district's training website has already been created and you need assistance accessing the information, please contact SafePersonnel at 800-434-0154.

#### *Districts with Employees*

Employment related claims are one of the biggest exposures to the SDIS property/casualty insurance pool. Proving that members have provided sufficient training to their staff is one of the considerations of a more successful defense against this type of claim. To receive credit for this category, you must have the majority of your employees complete either of the following online courses:

- “Discrimination: Avoiding Discriminatory Practices”

This course provides an overview of some best practices that will help manage a diverse environment, avoid discriminatory behaviors, and create a culture that embraces acceptance and respect for all.

- “Sexual Harassment: Policy and Procedure”

The goal of this course is to train staff on how to handle sexual harassment concerns. The course will review sexual harassment in the workplace, handling sexual harassment complaints, remedies for sexual harassment victims, and sexual harassment policy considerations.

#### *Districts without Employees*

We have seen a large increase in cyber attacks against member districts. SDIS' reinsurance carrier is now requiring that all members be trained on cyber liability exposures. To receive credit for this category, you must have all board members who are responsible for district funds (check signing, deposits, bank reconciliations and other accounting responsibilities) complete either of the following online courses:

- “Browser Security”

A large number of cyber attacks target browser activity. This course provides an overview of browser security and ways to browse the web safely. Topics include: the types of browser threats, the basics of browser security and safe browsing practices.

- “Email and Messaging Safety”

Email is the primary means of attack from cyber-perpetrators. This course provides an overview of cybercrime via email, and how to employ safe email and messaging practices to avoid and help prevent cyber threats, attempts at fraud and identity theft.

#### **4. Policy (Discrimination Workplace Harassment or Cyber Security) – Credit: 2%**

##### *Districts with Employees*

Your district must have adopted a sexual harassment and discrimination policy. If you do not have one in place, you may [download a sample policy](#).

##### *Districts without Employees*

Your district must have adopted a cyber security policy. If you do not have one in place, you may [download a sample policy](#).

#### **5. SDAO/SDIS Training or Board Practices Assessment – Credit: 2%**

To receive credit, at least *one* board member or district staff needs to attend one of the following:

- SDAO/SDIS spring, summer or fall regional training
- 2017 SDAO Annual Conference
- Any SDAO/SDIS on-site risk management training conducted by SDAO risk management staff or management consulting staff during the current policy year (2017)
- Any SDIS/OFDDA joint trainings. Current trainings being offered can be accessed via the [event page](#).

OR

Complete a Board Practices Assessment provided by the SDIS Management Consulting Program. Contact [George Dunkel](#) for more information and to schedule.

[FAQs](#) [Contact Us](#) [Sitemap](#) [Privacy Policy](#) [Terms of Use](#)



## DIRECTOR OF FINANCE MONTHLY REPORT

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**DATE:** 09/26/2017  
**PERIOD:** September Board Meeting  
**TO:** Port of Newport Commissioners  
**ISSUED BY:** Stephen J. Larrabee

---

### **OVERVIEW**

#### **Financials:**

August year to date financials are attached.

#### **Finance Operations:**

The staff has been working on getting ready for the audit and entering the year end entries.

#### **RV Park:**

The RV Park continues to generate a significant amount of positive net income. Revenues for the RV Park were \$844,000 for last year, up \$15,000 from the prior year. Landscaping improvements continue and the staff has received several positive comments from patrons of the Park.





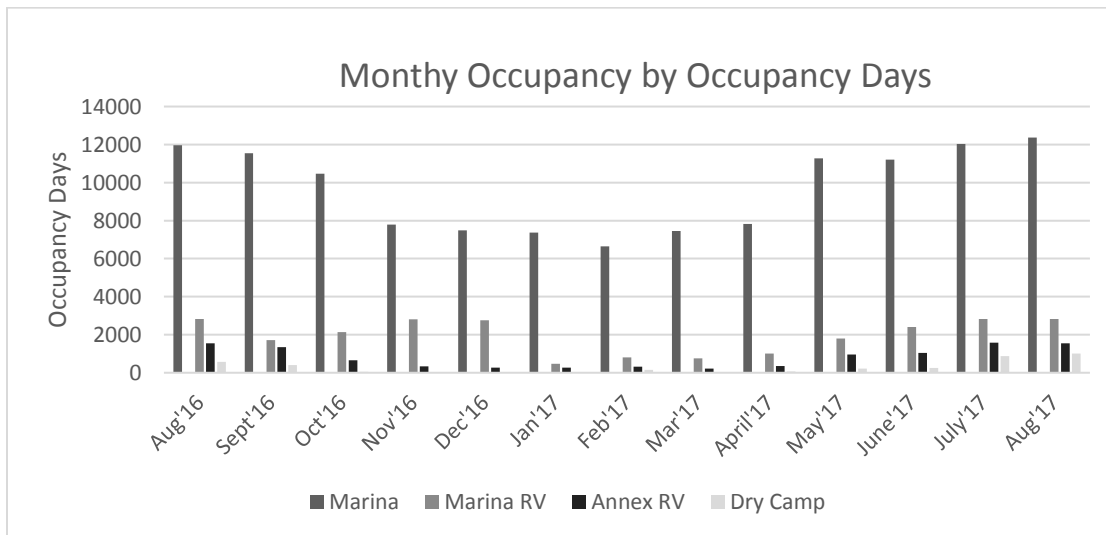
# August 2017 Occupancy Report

To: Port of Newport Commissioners

From: Bill Hewitt, South Beach Marina and RV Parks Manager

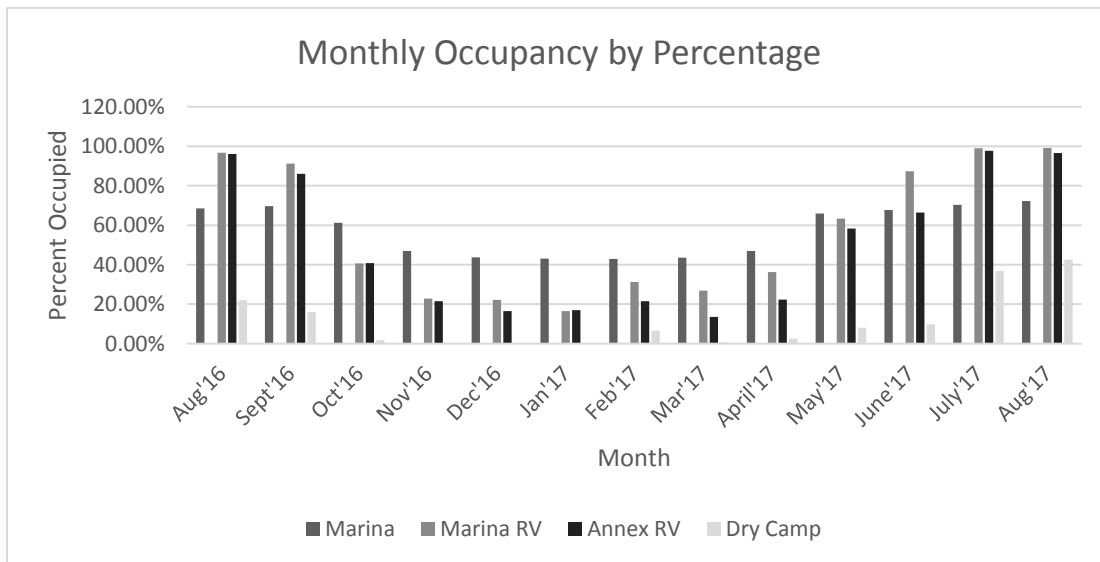
The South Beach Marina and RV Park continued the trend of surpassing the previous years' numbers. August was ahead of last August in all categories. The eclipse, along with excellent fishing, crabbing and people trying to escape the smoky wild fires gave August a bump. Dry camping has increased dramatically now that reservations can be made online. Customers are pleased with the new dry camp arrangement. August dollars increased markedly from last year due to the eclipse surcharge. September is starting strong with a totally booked Labor Day holiday and the rest of the month pretty well booked.

<b>OCCUPANCY DAYS MONTH &amp; TYD</b>						
<b>August'17</b>	<b>2016</b>	<b>2017</b>	<b>Change</b>	<b>YTD 2016</b>	<b>YTD 2017</b>	<b>Change</b>
<b>Marina</b>	11958	12362	3.40%	74469	76051	2.12%
<b>MarinaRV</b>	2753	2827	2.69%	12590	12918	2.61%
<b>AnnexRV</b>	1545	1556	0.71%	6058	6274	3.57%
<b>Dry Camp</b>	<b>580</b>	<b>1004</b>	<b>73.10%</b>	<b>1668</b>	<b>2574</b>	<b>54.32%</b>



**OCCUPANCY PERCENT MONTH & TYD**

<b>August'17</b>	<b>2016</b>	<b>2017</b>	<b>Change</b>	<b>YTD 2016</b>	<b>YTD 2017</b>	<b>Change</b>
Marina	69.99%	72.24%	2.25%	55.29%	56.70%	1.41%
Marina RV	96.53%	99.12%	2.59%	56.08%	57.78%	1.70%
Annex RV	95.84%	96.52%	0.68%	47.74%	49.65%	1.91%
Dry Camp	<b>24.62%</b>	<b>42.61%</b>	<b>17.99%</b>	9.11%	<b>13.75%</b>	<b>4.64%</b>





## DIRECTOR OF OPERATIONS / INTERIM GENERAL MANAGER'S REPORT

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**DATE:** 9/20/2017  
**PERIOD:** August 2017 – September 2017  
**TO:** Port of Newport Board of Commissioners  
**ISSUED BY:** Aaron Bretz

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### **OVERVIEW GENERAL MANAGER:**

The work on MILDRED C is complete and she's getting ready to be put back into the water. We had 23 ultrasound readings of the hull performed in 6 general locations. The thinnest material found was .227" along the port side of the lazarette.

On September 6<sup>th</sup>, the TIGER Grant was terminated for convenience. Without the Silvan loan, the Port would have had to leverage nearly all of its unrestricted cash reserves just to begin construction. It was not possible to extend the terms of the grant even for a short period.

The joint meeting with the Port Commission and the City Council was held August 25<sup>th</sup>. The City Council reiterated the importance of maintaining the construction permit at the International Terminal. I have been in touch with the City's Building Official to determine the required performance level, and I received quotes on removing soil. We will be complete with the required work for this six month period before our October meeting.

I was informed by the City of Newport that the Port had not made the past two payments (DEC 16 and JUN 17) toward the construction permit for the International Terminal. These were both to have been made in FY 2016. To date, expenditures such as this have been recorded in the construction fund, and there was ample room to charge these fees to that fund from last fiscal year. I directed staff to make the payments. These fees were not included in the 2017/2018 budget.

I received word from Teevin Bros. that the Port had not applied for a name change on the 1200Z permit for the "Log Yard" at the International Terminal. This was to have been completed in the winter/spring of 2016/17. I quickly completed application, paid the required fees, and drafted and submitted the required correspondence. DEQ has reviewed the submissions and indicated that they are complete. I am awaiting the approval documentation in the mail.

I received an email from Rondys in which the Halls indicated that they are ready to begin work on development of their property in the spring. They will have a much more concrete plan in November and December as they finish up permitting. Coordination between Rondys and the Port is essential to ensure that we can capitalize on efficiencies and mutually beneficial arrangements (such as mitigation and operational planning).

**NEXT MONTH CALENDAR/MEETINGS:**

Tent. MTG with Connor Harrington, Oregon  
Shipping Group, 9/26  
SB Staff Meeting, 10/04  
Safety Committee, 10/11  
Regular Commission Meeting, 10/30

**OVERVIEW DIROPS**

**Summary:**

Upcoming project will be the RV dump station in South Beach. This project was in the capital improvements list for this fiscal year, and we want to get started before the rain picks up. Quotes are coming in, and we should be able to start up in the coming weeks.

Met with the Chamber of Commerce to plan for Seafood and Wine Festival. This year we will work to make the agreement letter more specific to outline expectations for cleanup and use of tarpaper under concrete curbs to prevent asphalt damage.

**Detail:**

- **Commercial Marina:** Received their new forklift the second week of September
- **South Beach:** Notice to Proceed has been issued to the contractor to start dredging marina in January

**International Terminal – Pete Zerr, Superintendent**

**Billable Services Performed this Period (August):**

**Billable Services Performed this Period (August):**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Forklift – 20 Hrs               | <input checked="" type="checkbox"/> Moorage – 71 Days     |
| <input checked="" type="checkbox"/> 30 Ton Hydraulic Crane – 15 Hrs | <input checked="" type="checkbox"/> Dock Tie Up – 221 Hrs |
| <input checked="" type="checkbox"/> Labor – 32 Hrs                  | <input checked="" type="checkbox"/> 120V power – 13 Days  |
| <input checked="" type="checkbox"/> Other (Net Work) – 5 Days       | <input checked="" type="checkbox"/> 208V power – 49 Days  |

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

- Completed**  **In Progress** Annual mobile Crane Certification & Service completed on 8/23/17
- Completed**  **In Progress** The Northwest National Marine Renewable Energy Center (NNMRC) conducted a site visit for the Terminal on 9/11/17, Interim Port Manager also attended.
- Completed**  **In Progress** Updated FSP with new contact info and other minor edits. Submitted via email on 9/18/17.
- Completed**  **In Progress** MTSA quarterly drill due before end of September. Working on drill scenario.
- Completed**  **In Progress** PCSNW scheduled for dock piling cathodic protection annual maintenance and inspection on 9/26/17

Completed In Progress Working on refurbishing older flatbed trailer that was sitting in FWT lot for years. Planning to use for new security fencing.

Completed In Progress Planning on adding security cameras at Terminal with Siuslaw Broadband in the near future, dates yet to be confirmed.

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

- MTSA Inspection by Coast Guard 21 September

**Commercial Marina – Kent Gibson, Harbormaster**

**Billable Services Performed this Period:**

Forklift – 95Hrs

Hoist Dock Crane(s) - 5Hrs

30 Ton Hydraulic Crane - Enter #.Hrs

Dock Tie Up – 189.25Hrs

Launch Tickets - Enter #. passes sold

Other (Labor) – 74.5Hrs

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

- Completed InProgress
- Completed InProgress
- Completed InProgress

Replaced broken fiberglass section of Port Dock 3 ramp.  
Repaired Bull rail at hoist dock from F/V Last Straw Damage  
Replaced South side of dock 3 rub boards where needed

Installed a new hydraulic motor and coupling and rebuilt the pump on hoist 3 following a failure of the coupling. Kent Gibson fabricated a new bracket for the motor after finding the mounting bracket to be out of square, which may have caused the coupling to fail. Photo below:

**NOAA MOC-P – Jim Durkee, Facility Manager**

**Special Projects:**

Completed In Progress

NOAA Recreational Access. Billeter Marine has assembled and placed floats. Awaiting transition plate and pile-hoop installation.

Completed In Progress completion.

NOAA 2017 Painting. Waiting for security clearance paperwork

**Other:**

Vessels Using the Facility Since My Last Report – OSP Guardian, USCG Fir, R/V Roger Revelle, ACOE Dredge Yaquina.

For 2017, 1342 passengers have crossed the bar on vessels using the NOAA wharf.

Office Occupancy Admin Building – 63 Work Stations Total, 45 Occupied  
Warehouse Bldg. – 23 Work Stations Total, 12 Occupied  
Occupancy Rate – 66%

- Fire Alarms/Pull Stations/Hydrants/Sprinklers – Performance Systems Integration
- Liebert AC System – VertivCo

I had White's Landscaping perform some clean-up, trimming, and put in fresh mulch on the North and East sides of the main office building.

**S. Beach Marina & RV – Chris Urbach, Harbor Master**

**Billable Services Performed this Period:**

☒Launch Tickets – 1422 passes sold

**Special Projects:**

Getting quote for re-doing the RV park Landscaping.

**Other:**

Billiter Marine has started the last mitigation project for the NOAA dock, the project is taking place on the service dock.

Angel Job Corp. is starting another siding project this week weather permitting on the men's marina shower building, one long wall and one gable wall this season.

Finished the striping project in the central parking lot.

Still learning the sewer lift station that the city no longer maintains for the northern half of the marina.

Sold sand to one contractor and we still have been giving sand to the city for their bay front project.

Changed out the exterior lighting on the marina store and ops building to led lights.

We had our clean marina recertification done thru the state marine board so we are good for another three years.

With the closure of the rock fish fishery I feel that this season is a wrap, it was a long summer here in south beach.

Thanks for all the hard work of the office staff and operations staff we survived another season.

**Volunteer Work Crews- The Mates**

- Completed painting the kiosk near the bathrooms in South Beach
- Painted garbage can lids



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NEWPORT, OREGON 97365

541) 265-7758 FAX (541)

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September 6, 2017

Ms. Judy Bowers  
Grants Officer  
U.S. Department of Transportation  
Maritime Administration  
1200 New Jersey Ave SE  
Washington DC 20590

Dear Ms. Bowers;

I want to thank Bob Bouchard again for visiting Newport, Oregon and the positive tone your organization brought to the discussion. The effort to improve the Port the Newport using the rehabilitated International Terminal has been a challenge for the Port. Your organization's support and the recent conversations have helped us focus our efforts. As discussed in the meeting, we are unable at this time to meet the financial obligations to continue on the path which was envisioned when we applied for the Tiger Grant. To continue without having our finances in order would be unwise. Therefore, on behalf of the Port of Newport, we are terminating the grant for convenience.

It is our desire to develop a plan which will be financially responsible and which support the economy of this magnificent harbor and port. We will be working to develop a plan that supports both the current economic drivers of the community as well as allows the port to support the transportation of goods from other parts of the State of Oregon.

We are looking forward to working with your organization in the future

Patricia Patrick-Joling  
President, Port of Newport Commission

Cc: Bob Bouchard

Serving the Maritime & The Recreational Communities  
Newport International Terminal (541-265-9651 Newport Marina at South Beach (541)  
867-3321





**PORT OF NEWPORT**  
**COMMERCIAL FISHING USERS GROUP COMMITTEE MINUTES**

September 6, 2017  
Regular Committee Meeting

**I. CALL TO ORDER**

Committee Vice-Chair Bob Eder called the Regular Meeting of the Port of Newport Commercial Fishing Users Board of Commissioners to order at 10:30 am at the OSU Extension Office, 1211 SE Bay Blvd., Newport, Oregon.

**Committee Members Present:** Clint Funderburg (Pos. #1); Mike Pettis (Pos. #2); Mark Newell (Pos. #3); Heather Mann (Pos. #5); Gene Law (Pos. #7); Bob Aue (Pos. #8); Bob Eder (Pos. #9), Dave Thalman (Pos. #10); and David Jincks (Pos. #11).

**Committee Members Absent:** Ernie Phillips (Pos. #5); Ted Gibson (Pos. #6).

**Port Commission Liaison:** Sara Skamser.

**Management and Staff:** Aaron Bretz, General Manager Pro Tem; Kent Gibson, Commercial Marina Harbormaster; and Karen Hewitt, Administrative Assistant.

**Members of the Public and Media:** Rex Capri, Newport Citizen; Dietmar Goebel, Newport City Council; Steve Beck, Newport Citizen; Dave Wright, Pacific Shrimp.

**II. CHANGES TO THE AGENDA**

There were no changes to the agenda.

**III. PUBLIC COMMENT**

There was no public comment at this time.

**IV. APPROVE MINUTES MAY 5, 2017 REGULAR MEETING**

**A motion was made by Mann and seconded by Newell to accept the minutes as written. The motion passed 9-0.**

**V. REVIEW COMMITTEE CHAIR/VICE-CHAIR**

Jincks nominated Mann for Committee Chair, and Mann accepted the nomination. Pettis asked Mann if she could be unbiased as a Chair since she represented one facet of the users, and would accept if she answered yes. Mann said she could be fair, and acting as Chair would also require her to act in an unbiased way. Jincks added that the Chair's boundaries were set by the Committee, who could always comment if they felt necessary.

**Eder called for a vote on appointing Mann as Committee Chair. Mann was unanimously elected.**

**VI. NIT STATUS UPDATE**

Bretz introduced the staff report, which was prepared at the request of Eder. He added that the Silvan loan agreement was an integral part of the TIGER grant's finance requirements. Jincks commented that the TIGER grant was awarded before the Silvan loan was proposed. Bretz said the Port would have had to leverage nearly all unrestricted cash assets to keep the grant. Mann asked about the statement that the business would have to look very different from the previous plan. Bretz said he drew this conclusion based on operational and finance concerns. Mann said she was contacted by attorney Kevin Banks office, who was working with shippers interested in Newport for shipping agricultural products. Bretz said he advised Banks to contact Mann because it was important to have a conversation. He added that he had previously spoken with one of the interested shippers, and they would have used Teevin as an anchor for availability of equipment

and labor. They are also concerned with the cost of tug and pilot fees. Skamser said she had spoken with Terry Thompson, who asked about NIT. She said it is important to show that NIT is open for business. Pettis asked if tug and pilot services were needed. Bretz said that Wiggins no longer operated tug service. He had talked to Grant Snyder about starting a tug service, but it would be a large investment and a risky venture to start. The Port's tug would not be large enough for the services needed. Pilots can be delivered in different ways. Pettis said that Coos Bay tug has a platform that is used to deliver pilots. Jincks said there was a plan for Coos Bay to deliver a tug and pilot, to be paid for by the shipper. A barge would be different. Mann suggested the Commission will need to vet this as well. Wright said there are pilot associations in Coos Bay and Astoria, who could provide a cost estimate. Bretz commented that he got a lot of information out of these meetings, and was thankful to have everyone here. He will take what is shared here and farm it out.

Mann said she would be working with Bretz and Hewitt to get the Meeting Packets out sooner. Hewitt suggested setting up a regular meeting with Mann and Bretz a week before the meeting. Jincks asked if the NIT construction permits were in place. Bretz said yes and he has been in touch with the City. Eder commented that there has been a huge change at the Port and change in management. He said is was glad that the Port was still open to shipping, although the recent agreements and fiscal arrangements were not workable. He hoped that people would express their disagreements if they had them. If agricultural products shipped by barges were considered, he asked the Port to keep in mind that barge traffic can be a difficult mix with crab pots. The Port needs to consider moving equipment and scheduling ahead of time. Mann commented on the Commission's decision not to use Commissioners as negotiators. These issues regarding users' needs should come out at the beginning. Bretz said he would like to get way out in front on these issues; when they are addressed at the last minute, things get heated up. It is ideal to be proactive. Jincks said the Port does need to get way ahead. Crab pots are an issue for barge traffic, and for the recreational fleet which has grown tremendously. Clear shipping lanes for barges and boats need to be discussed. Law added that crabbers have regular meetings which are handled by the extension office. Eder said that Newport is being handled differently.

Mann said an accurate financial snapshot of NIT operations is needed. She also requested updates on the development of the Hall property. Bretz said when he last spoke with Evan Hall, they still intend to get started this year. This does not include floating docks, which would need more work in development. The Halls and the Port have been in touch with Pacific Habitat Services. Financially, Bretz talked with other Ports about accounting for lease revenue. They used differing methods. Mann also suggested including projected revenue from the fishing industry. Jincks said he hoped the Port wasn't involved in the Halls' docks. Bretz said as of right now, no. Pettis said the Hall location was a prime spot with deep water at the end of the point, and docks could help alleviate crowding issues. He said if the fleet liked it there, the Port could lose income.

## VII. PORT DOCK 5 CONTRACT STATUS UPDATE

Bretz introduced the staff report, which he said was the same report included in the Meeting Packet for the Commission Meeting. Survey work would begin today. Skamser confirmed that plan #2 was the choice made. Bretz said yes, which would have the same footprint as the current pier with a concrete deck and 80' ramp. It would also include upgrades to the fire suppression and electrical systems. Mann asked when the project would be completed and discussed with users. Bretz said the original plan was to be completed in three stages 1. 30% engineering, 2. Final engineering, and 3. Construction. He understood there were concerns that access would still be available when construction was ongoing. Mann confirmed construction would not begin until at least 2 years from now. Gibson said there was a potential that for a short time 5A would not be available, which holds 5 or 6 boats. In response to a question about wider vessels, Gibson said that shouldn't be a concern since these were side-ties. Bretz commented that this work was only on the pier. Jincks said that cost savings on remediation at the Terminal had been achieved by using the old dock as a form, using plywood, and then pouring concrete. There was always a path and place to tie up. There was about \$3MM in savings. He suggested calling Nat McDougall Co. Mann asked if the Commission was asking CFUG for additional input. Bretz said this was presented just to keep them informed.

## VIII. PARKING DISCUSSION

Bretz said he recently attended a parking committee meeting. Gary Ripka is the representative for the fishermen. The plans will be changing, and the committee is considering parking meters. Bretz said he was informing CFUG if they had any concerns and to let them know who was their representative. Skamser asked if parking committee meetings could be posted on the Port's website. Hewitt suggested seeing if the CFUG email list could be included in distribution for the committee's meeting from the City. Mann suggested inviting Ripka and a City representative to attend a CFUG meeting.

Wright said this committee was looking at something more comprehensive for businesses along the Bay Front. Bretz said Hewitt had pointed out that the Port was the single largest contributor to the fund, which included the fishermen. Pettis said he had been on the committee for a while, and at first, fishermen with stickers would be exempt from paying at meters. Bretz said the Port may have to issue a different sort of pass for a card system. Rates could also be part of the committee's discussion. Goebel said the committee was just at a staff level looking at the parking issue, but had not determined yet the best way to solve the problem. Wright added it was good to bring this issue out at the CFUG meeting.

#### **IX. RECENT EQUIPMENT DAMAGES**

Bretz asked the Committee to pass the word around to be careful; some timber had recently been ripped off the hoist dock and three lays of cable were damaged at the hoist. If the Port can identify the users who caused the damage, they will be billed for the repairs. Bretz said his main concern is safety. Brandberg suggested the incidents could be viewed on the Port's cameras.

#### **X. CHAIRMAN REPORT**

There was no Chairman Report.

#### **XI. HARBORMASTER REPORT**

Gibson introduced the staff report. He said a new piling survey had been done at Port Dock 5, and now the Port needed to figure out how to replace identified piles. Gibson said they had just begun surveying 5D, and 5 piles needed replacing on the fingers. Port staff will soon start surveying on that wing, then will survey Port Dock 7. There are approximately 35 pilings that need to be replaced as soon as possible. Gibson explained the Port had purchased a new camera last year that was being used for the surveying. He passed out a diagram showing pile status, which is appended to the minutes. Gibson said the Port Commission had asked for better figures, which this was trying to address. There is no time line for the replacement at this point. Pettis commented that Swede's Dock is sometimes used in the winter for moorage when there is no room. Gibson said he would not say that someone couldn't tie up, but the piles do need to be replaced. Pettis pointed out that the Moorage License Agreement included language that the Port would not be responsible for damages by any cause. Jincks said damage might be covered under insurance as an Act of God if a storm was the cause. Skamsner said there had been a joint tour of the facilities with the Port Commission and the City Council. The issues with the pilings were obvious. She asked if some of the damage at Port Dock 7 was from growth underneath. Gibson said that was not really an issue, but there was a loss of buoyancy.

#### **XII. FUTURE MEETING SCHEDULE**

There were no changes to the future meeting schedule.

#### **XIII. FUTURE AGENDA ITEMS**

Pettis recommended checking if Ripka had an alternate for the parking committee.

Bob Eder will continue as Vice-Chair.

Jincks commented that another cost saving factor in building the terminal was in using a project manager. An engineer had originally designed a facility that the Port couldn't afford. It would be important for the pier project to have a project manager as well. At this time there is no money for construction, but the engineer could design a project that was too expensive. Goebel said the City has also used project managers in this way.

Mann said if Committee Members had issues they wanted to discuss, they can call or email their ideas for Mann and Bretz to discuss when planning the agenda. She also noted that the agenda included public comment periods at the beginning and at the end of the meeting. She would prefer the meeting to be more interactive, and would prefer to allow public comment during the meeting at the Chair's discretion.

#### **XIV. PUBLIC COMMENT**

Goebel said he found the tour of the Port facilities to be enlightening. The City Council can get focused on what they do and forget what others are doing. More interaction would be beneficial. There can be good input for City decisions.

Beck commented that some might remember JFK saying “ask not what the country can do for you, ask what you can do for your country.” He said he has heard a lot of what people want from the Port. There has now been a reset, and it is a good time for fishing to partner with and support the Port. The biggest problem for the Port is income. Beck hoped that fishermen would work with the Port to see how they can support the Port financially. Commercial fishing is a huge and respected part of Newport.

Capri said he understood that MTC has asked for exclusive use of the Terminal for two 2-month periods. Mann said this was misclassified, but there was a proposed platform for many current users. Capri asked why there was a request for exclusive use rather than using scheduling. Mann said it was not just a scheduling issue. The reason the Commission was not moving forward was the deals were flawed. When you add in displacing users, it doesn’t make sense. Capri asked about using Port Docks 1, 3, 5, and 7. Mann said those users said no, the docks were already full. Brandberg said it was not just scheduling, but a loss of current income. Capri said it is imperative that more income comes from NIT. Mann said she did not want to debate now, but would answer questions after the meeting. Jincks added the contracts were flawed, besides other issues. Capri said the Port had put before the public to resurrect shipping. Jincks said the bond measure just addressed remediation, and the rest was borrowed money outside of the bond. Skamsner said they were bad deals, and misleading narratives. One of the first things to consider is where we are and what the Port can afford. She said she hopes more openly financial information is available. Capri said what if the shipping industry asked for a period of exclusive use? Skamsner said the Port will want to hear from everyone.

Wright said that CFUG was spot on, with a lot of history. The Port of Newport needs to take a big responsibility. There has been a lot of good responsible action by the Port. Other ports in the state are an absolute mess. It is good to be looking at the details.

Eder said shipping is not on the hotplate right now, and suggested the Port could pivot to consider some trade shows to engage the potential users to show what’s available. Beck added that it would be good to find out what the maximum use for commercial fishing would be at the Terminal.

## XV. ADJOURNMENT

Having no further business, the meeting adjourned at 11:50 am.

ATTESTED:

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Heather Mann, Committee Chair

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Bob Eder, Committee Vice-Chair