

March 24, 2026
6:01 P.M.
Newport, OR

PORT OF NEWPORT COMMISSION MINUTES

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

The Port of Newport Commission met on the above date and time at the Administration Building, 600 SE Bay Blvd., and virtually via Microsoft Teams. In attendance were Commissioners Sylvia, Retherford, Ruddiman, Dziak, and Osborne. Also in attendance were Executive Director Paula Miranda, Deputy Executive Director Aaron Bretz, Finance Director Mark Brown, and Administrative Assistant Gloria Tucker. Members of the audience included Summit PR Representative Angela Nebel. Kern and Thompson Representative Eric Zehntbauer, Oregon Coast Visitors Association Representatives Maggie Michaels, Aquatic Resources, Inc. Representative Rick Goche, Evan Hall, and Stephen Webster attended online.

CHANGES TO THE AGENDA

Miranda recommended adding Approval of Capital Improvement Plan to Old Business. Brown recommended moving Acceptance of FY 2024-25 Audit before Presentations. Commissioner Sylvia amended the agenda.

CONSENT CALENDAR

Dziak noted the terms for Denlinger and Anderson were not three years. Tucker replied they are filling out remainders of terms. She explained Anderson withdrew her application, so the consent calendar would only be reappointing Denlinger.

MOTION was made by Dziak, seconded by Retherford, to approve the consent calendar as amended. Sylvia, Retherford, Ruddiman, Dziak, and Osborne voted in favor.

NEW BUSINESS

Acceptance of FY 2024-25 Audit. Sylvia introduced the agenda item. Brown noted Kern and Thompson will not do municipal audits after this year. Zehntbauer presented the FY 2024-25 Audit Report. He stated in their opinion the financial statements present fairly, in all material respects, the respective financial position of the Port. He noted it is an overall clean opinion.

MOTION was made by Retherford, seconded by Ruddiman, to accept FY 2024-25 audit. Sylvia, Retherford, Ruddiman, Dziak, and Osborne voted in favor.

PRESENTATIONS

Live Seafood, and/or Edible Seaweed Holding System - Rick Goche of Aquatic Resources, Inc. Sylvia introduced the agenda item. Miranda introduced Goche. Goche presented on live seafood holding system education and training. Retherford asked if the system can be used for other seafood than crab. Goche replied the fundamentals can be applied to all seafood. He noted systems have been used for rockfish, lingcod, dolce, kelp, and uni.

Dziak asked what is the Port's role. Goche replied the Port's role is to become familiar with what is going on in the area. He noted the Port could invest in a \$700 system in the high school in Newport. Michaels noted Taft and Toledo high schools, which are Lincoln County school districts, both had teachers who would love to continue next year. Miranda noted that because of Rogue, the Port did not give any support to any groups, no matter the request. She added that doesn't mean moving forward, the Port couldn't be supportive.

Sylvia stated the problem is fishermen who could sell more direct, high quality live crab, live fish, or seaweed don't have the skills or ability to keep them alive and market it, limiting their potential for business success. Goche stated the bottleneck he experienced was finding and training people who had the basic science skills and knowledge, so they could test water quality or clean bio-filters. He explained this effort starts in high school, showing there is work in seafood that isn't on the water. He added he hopes that interest goes into the community college, which can offer a certificate of proficiency, so people can send employees to be trained.

OLD BUSINESS

Approval of Capital Improvement Plan. Sylvia introduced the agenda item. Miranda reported the updated plan needs to have the colors adjusted.

MOTION was made by Dziak, seconded by Retherford, to approve the capital improvement plan with amended colors. Sylvia, Retherford, Ruddiman, Dziak, and Osborne voted in favor.

NEW BUSINESS CONT.

Approval of Audit Action Plan. Sylvia introduced the agenda item. Brown reported the Port had a finding related to GASB 87 and needs to reproject lease revenues. He noted procedures have been added in the fiscal manual to cover this.

MOTION was made by Dziak, seconded by Ruddiman, to approve the audit action plan as presented. Sylvia, Retherford, Ruddiman, Dziak, and Osborne voted in favor.

Approval of Army Corps Cost Share Certification. Sylvia introduced the agenda item. Brez explained the Army Corps CAP Section 107 Project. He stated this would be a commitment in writing that the Port is still interested in the project. He noted the total for the Port is \$7.5 million over the span of the project. He indicated that would not be due all at once. He explained the Port would sign an agreement in January 2027, which will have the payment schedule. He added this is basically a letter of intent.

Sylvia asked if the Army Corps will change their schedule to match the Port's. Bretz replied they will delay the project. Sylvia stated they are going to pay for mitigation for eel grass for the channel, and the Port is responsible for the eel grass mitigation for the Port Dock 7 area. Miranda noted the Port pays for 10 percent of the total Army Corps project, which includes their mitigation. Sylvia noted the estimate seems low. Discussion ensued on eel grass.

MOTION was made by Osborne, seconded by Dziak, to authorize the Executive Director to sign the attached self-certification of financial capability for the CAP Section 107 Commercial Marina Project. Sylvia, Retherford, Ruddiman, Dziak, and Osborne voted in favor.

Approval of Resolution 2026-02 Adopting a Volunteer Handbook. Sylvia introduced the agenda item. Brown reported the Port has volunteers who work in the RV Park. He explained this protects the Port more than anything. He added this is based on a template from SDAO. Osborne noted in the section on benefits, no benefits are listed. He suggested adding clothing, service pins, and lunch with staff to the benefits. Brown noted the camp host is provided with an RV Park space as well. Sylvia asked what prompted this, the Port didn't have one or the Port in the past ran into issues. Miranda replied all of the above.

MOTION was made by Ruddiman, seconded by Retherford, to adopt Resolution 2026-02 Adopting a Volunteer Handbook. Sylvia, Retherford, Ruddiman, Dziak, and Osborne voted in favor.

STAFF REPORTS

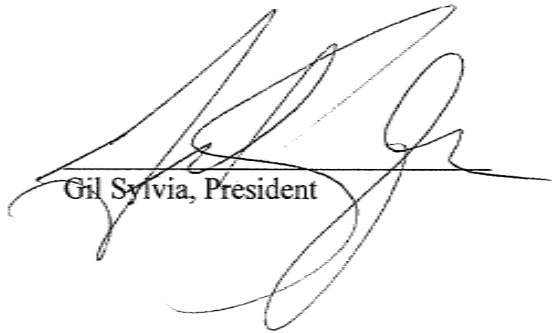
Executive Director Report. Sylvia introduced the agenda item. Miranda presented her report included in the packet.

COMMISSIONER REPORTS

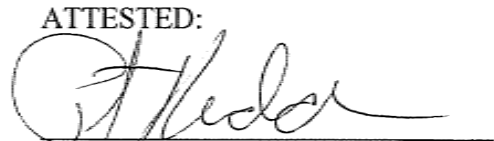
Sylvia reported last year the Commission interviewed senior staff for the Executive Director review, and there wasn't time to do that this year. He asked if Commission wants to do interviews with staff every year, second year, third year, or at all. Miranda requested interviews of her direct reports. The Commission reached consensus to interview senior staff every three years.

ADJOURNMENT

Having no further business, the meeting adjourned at 7:57 p.m.



Gil Sylvia, President

ATTESTED:

Pat Ruddiman, Secretary/Treasurer