

**PORT OF NEWPORT REGULAR COMMISSION MEETING AGENDA**

Tuesday, June 27, 2017, Noon  
South Beach Activities Room  
2120 SE Marine Science Drive, Newport, OR 97365

- I. Call to Order ..... 12:00
- II. Changes to the Agenda
- III. Public Comment ..... 12:02
- IV. Consent Calendar ..... 12:06
  - A. Minutes
    - 1. Regular Commission Meeting May 23, 2017 .....p 3
    - 2. Commission Work Session May 23, 2017.....p 4
  - B. Financial Reports .....p 11
  - C. Declaration of Surplus Property.....p 25
  - D. Certification of Election Results.....p 27
  - E. Special Use Permits
    - 1. YBYC Summer Sailstice June 24, 2017 .....p 33
    - 2. Shop at the Dock – Oregon Sea Grant, Lincoln County Extension, July 14 – August 18, 2017 .....p 39
    - 3. Barrel to Keg Relay – Community Services Consortium July 22, 2017.....p 45
  - F. Commercial Fishing Users Group Committee Alternates
    - 1. Appoint Clay Archambault, F/V Island Girl, as Alternate to Clint Funderburg, Bess Chet, Port Dock 7 Moorage sector
- V. Correspondence/Presentations ..... 12:09
  - A. Governor Brown Funding Request .....p 59
  - B. Support Letter for City of Newport Rapid Response Vessel Grant Application .....p 61
  - C. Presentation Acknowledging Port Service by Commissioners Brown and Beck
- VI. Old Business ..... 12:17
  - A. Items Removed from Consent Calendar
  - B. Accounts Paid .....p 63
- VII. New Business..... 12:20
  - A. Fiscal Year 2017-2018 Budget Hearing (ORS 294.430)
  - B. Resolution Adopting the FY 17-18 Budget .....p 69
  - C. Tug Boat Repair Contract .....p 85
- VIII. Staff Reports ..... 12:27
  - A. Director of Finance .....p 91
    - 1. May Occupancy Report .....p 93
  - B. Director of Operations .....p 95
    - 1. TCB Public Safety Report for May .....p 99
    - 2. International Terminal Users Committee
      - a) Minutes June 2, 2017 .....p 101
      - b) Minutes June 9, 2017 (draft) .....p 105
  - C. General Manager.....p 111
- IX. Commissioner Reports..... 12:33
- X. Incoming Commissioners Oaths of Office..... 12:37
- XI. Calendar/Future Considerations..... 12:40
  - A. 06/25 – 06/27 Eel Grass Counting
  - B. 06/28 – 07/07 General Manager Paid Time Off
  - C. 07/04 Independence Day, Port Office Closed

- D. 07/14 – 08/18 Fridays Shop at the Dock, Oregon Sea Grant
- E. 07/22 Barrel to Keg Relay, Community Services Consortium
- F. 07/25 Regular Commission Meeting
- G. 07/26 Annual Coastal Economic Summit, Portland, Ore.
- XII. Public Comment ..... 12:45
- XIII. Adjournment ..... 12:51

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**

May 23, 2017

Regular Commission Meeting

**I. CALL TO ORDER**

Commission President Walter Chuck called the Regular Commission Meeting of the Port of Newport Board of Commissioners to order at 6:00 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

**Commissioners Present:** Walter Chuck (Pos. #1), President; Ken Brown (Pos. #4), Vice-President; Patricia Patrick-Joling (Pos. #5), Secretary/Treasurer; Stewart Lamerdin (Pos. #3); and Steve Beck (Pos. #2).

**Management and Staff:** Kevin Greenwood, General Manager; Stephen Larrabee, Director of Finance; Jim Durkee, Interim Director of Operations; and Karen Hewitt, Administrative Assistant.

**Members of the Public and Media:** Yale Fogarty, ILWU; Pat Ruddiman, ILWU; Heather Mann, Midwater Trawlers Cooperative; Tony Dal Ponte, Pacific Seafoods; Dave Smith, Commercial Fisherman; Aaron Bretz, future Director of Operations; Ben Forsman, ILWU; Chad Johnston, ILWU; Keith Kaminski, ILWU; Bruce Erdman, ILWU; B. Tower, ILWU; T. Burchett, ILWU; Mark Cooper, Midwater Trawlers Cooperative; Jeff Lackey, F/V Miss Sue; Jim Shaw, South Beach resident; Doug Cooper, Hampton Lumber; Mike Storry, F/V Pegasus; Robert Smith, F/V Raven; Jim Seavers, F/V Seeker; Don Mathews, Marine Discovery Tours; Kiera Morgan, KYTE radio; Dietmar Goebel, Newport City Council; Dennis Anstine, Newport News-Times; and Sara Skamser, Foulweather Trawl.

**II. CHANGES TO THE AGENDA**

There were no changes to the Agenda.

**III. PUBLIC COMMENT**

Sara Skamser said she felt shore-side services had been under-represented in the discussion about the International Terminal, and she had done a survey of 10 shore-side businesses consisting of these questions and answers:

1. What is your yearly gross earnings? Total in excess of \$22MM. 2. How many employees do you have? Total of 70 skilled employees. 3. How many years have you been in business? Total of 386 years. 4. How important is the Alaska fleet? Very/extremely/vitally important. 5. How important is it to have access to the Terminal dock? Essential/vital/would need another facility if not available. Skamser added that were young captains, and Newport business was bucking the tide. She asked the Commissioners to keep this information in mind when deliberating.

Yale Fogarty commented that those businesses who had been here for a long time had operated when shipping was previously at the Terminal. The Terminal was meant to be a multi-use facility and was there because of shipping dollars used. The Terminal was built to be a shared facility for shipping and fishing, not exclusive to anyone.

Mark Cooper said he had been in Newport for 60 years and he knows the facility is multi-purpose. He said the fishing interests were not asking for free rein, but were requesting that time be set aside when fishing needed it most. Cooper said he is aware the Port needs shipping because fishing is not covering the bills, but there needed to be some discussion about working something out.

Mike Storry said he did not want one group pitted against another, but thinks the 20 year contract could be reckless when there is no vision of dredging, which might be a problem. He said Congressman Schrader had heard up and down the coast of Oregon about the need for money for dredging.

Heather Mann said that Fogarty was correct in saying that he and she had worked together to get the bond passed. The longshoremen support fishing and vice versa, but there has not yet been a conversation about what happens when a ship comes in. She thought there needs to be an operations plan before the contract. The fishing industry has more boats, and larger boats. She said she is not anti-shipping, but she doesn't was to see the fishing fleet displaced.

Doug Cooper said that Hampton Lumber is a family company operating 4 saw mills in northern Oregon. He said that Hampton's primary concern was the intent to export logs. He commented he had not heard any potential shippers speak at a Commission Meeting. When log shipping was first considered, there was support from landowners, but then the shippers pulled out. If Hampton were to build in this area, it would not be on the basis of a consultant report. There are logs traveling through western Oregon, and logs clearly have a home. Cooper commended the Commission on questioning the details. He said he had asked for details about the 50 created jobs, but he has not yet seen a response.

#### IV. CONSENT CALENDAR

- A. Minutes:
  - 1. Special Commission Meeting April 24, 2017
  - 2. Regular Commission Meeting April 25, 2017
  - 3. Budget Committee Meeting May 9, 2017
- B. Financial Reports
- C. Special Use Permits
  - 1. Ardor Adventures Events 2017-2018

**A motion was made by Beck and seconded by Patrick-Joling to approve the Consent Calendar. The motion passed 5 – 0.**

#### V. CORRESPONDENCE/PRESENTATIONS

##### A. Introduction to Aaron Bretz, Director of Operations

Greenwood introduced Bretz to the Commission and to the public as the Port's new Director of Operations. Greenwood said he had risen above an extensive recruiting campaign in which the Port received 35+ applications, 9 of which met the minimum qualifications. Bretz lives with his family in Newport. He is currently the Operations Director at the Depoe Bay Coast Guard Station. Greenwood said the Port was fortunate to have Bretz. Bretz said he was very excited to join the Port. He had lived on the West Coast the last 21 years, and it was a pleasure to serve the fishing fleet and supporting businesses.

##### B. Pacific Seafoods - Anthony J. Dal Ponte, Deputy General Counsel

Greenwood introduced Tony Dal Ponte, who was at the meeting to discuss Pacific Seafoods plans for the properties purchased from Trident. Dal Ponte said that Pacific Seafood was working with the community, city, county and state to develop these properties. For the site at 411 SW Bay Blvd, they plan to remove/replace the current dock, and envision updated processing space. In the short term, they are looking to support economic growth and development in Newport with small business incubators, shown in the meeting packet, and they have been speaking with small business owners. Along with the City of Newport, Pacific

Seafood has applied for a grant for an economic study. Pacific considers the site as having potential to return to productive use in the unique fishing and tourism setting in Newport. The former Trident surimi plant will remain open. He referred to the response by state officials included in the meeting packet. Pacific Seafoods believes they can turn this business around and support the whiting fleet moving forward. Ice sales and dock usage will also continue. Pacific Seafoods has hired the Trident team for continuity in the operation. They are looking to recruit 140+ workers for the whiting season. Brown asked if they were limited to operating at the existing level. Dal Ponte said they plan to increase. Dal Ponte said they plan to continue the other fish operations and ice sales as well. He said that whiting is a unique commodity. The H&G (head and guts) and filets were previously exported to the Ukraine, but that has been blocked. Surimi is exported primarily to Asia, which is an excellent market. For the meal plant, the lease with the Port is coming due on 12/31/2017, so Pacific Seafoods will be working with the Port to renew the lease.

## VI. OLD BUSINESS

### A. Items Removed from Consent Calendar

There were no items removed from the Consent Calendar.

### B. Accounts Paid

Ken Brown declared a conflict of interest because of payments made to Les Schwab. **A motion was made by Patrick-Joling and seconded by Beck to accept the accounts paid. The motion passed 4 – 0. Brown abstained.**

### C. International Terminal Shipping Facility Update

Greenwood referred to the questions from Patrick-Joling, the staff answers, and the shipping matrices included in the Meeting Packet. Greenwood said that the TIGER grant was the main topic for this meeting. This was the one agreement at risk of being pulled, as it was issued in October of 2015. There was some pressure from Washington to have this signed. Greenwood said there are provisions in the grant that if the project does not come through, there are outs. He recommended that the Commission approve the TIGER grant. Patrick-Joling said that the Commission had discussed waiting until all of the agreements were in front of them before approval. She said she will forward some follow up questions to Greenwood. Beck said he had sent out an article on risk management, which was not included in the Meeting Packet. He suggested since the fishing fleet was asking for four months priority use of the Terminal, they could be charged \$15K per vessel, with a minimum of 13 vessels as a commitment. For the remaining eight months, Beck said the agreement with Teevin was too generous. He said the negotiations were between the General Manager and two Commissioners for the Port, and more experienced negotiators on the other side. He thought outside expertise should have been hired for the contract negotiations. He also suggested limits on payments, abatement provisions, and tariff payment commitments; the goal would be to negotiate the contracts so that the Port “wins.”

Patrick-Joling said there was a lot of material to review. Greenwood had said the project involved risk, and Patrick-Joling said she was not elected to vote in a risk. The Port is already subsidizing use of the Terminal. Lamerdin said that Beck had brought up some good points, but right now the Port faced deadlines on a federal grant. The port could sign now and get out of it if needed in the future, but if the grant were turned down now, the Port could not get it back. Lamerdin said he understood Patrick-Joling’s concern to see all of the agreements, but the Commission was not going to approve all at this meeting. The consensus was that the Commission wanted shipping, but was looking to do so effectively. The issue now was to keep moving forward. Beck said his mind has changed as he has seen the development of the proposals. If the Port agrees to sign the TIGER grant today, it would tell suitors the Port is serious. The Port needs some help from the other side to meet the bottom line. Greenwood said Washington wants to see the agreement approved by June. He said that the current negotiations

with Teevin and Silvan started just 2/15/17. The project was DOA and revived in the last three months. Beck said the Port can still get a good deal out of the project. Greenwood said negotiations are ongoing and the Port can cancel if it doesn't pencil out. Greenwood said the NIT Users Group had been sent a request to get a date for a meeting. The Port needs both shipping and fishing interests.

Chuck said he had been working on this project since December of 2011. He was appointed to negotiate agreements. The reason Hancock withdrew is because they asked for provisions the Port could not agree to. They had been here because log trucking/shipping was expensive, and having operations here would be a savings. Ten difference Commissioners, two General Managers, and three Directors of Operations had worked on the project. An initial grant was to replace east dock for barging. Chuck talked to hundreds of people, including ALCAN and Teevin. The Port had asked for help from the City, County and State, who were all looking for the Port to get this through. The International Terminal has been a priority for the Commission since Chuck joined. The Terminal is a benefit to all, and the Port Commission needs to look at what past Commissions have done and what the community wants. The Terminal is also a keystone in the development of the Hall's 30 acres. The past Commissioners have done due diligence. The Commission needs to do what's best for the Port.

**A motion was made by Brown and seconded by Lamerdin to authorize the General Manager to sign the TIGER Grant Agreement. The motion passed 5 – 0.**

**D. Resolution Adopting FY 17-18 Capital Improvement List (Bylaws §6(H))**

Greenwood introduced the proposed resolution, included in the meeting packet, and said this document allows the Commission to review and prioritize capital projects. The priorities were also identified in the budget process. The attached list includes additional projects, not all of which could be completed this year. Throughout the year, other projects may be identified and priorities may be rearranged. Patrick-Joling commented that the infrastructure at the RV Park is important, since that is a key source of funds for the Port. Lamerdin added that meetings with user groups as the International Terminal project develops may lead to some modifications to the list, so the flexibility of the document is valuable. Larrabee said if needed, contingency funds or a supplemental budget could be used for additionally identified projects. Greenwood said there is approximately \$1MM+ in the General Fund cash reserve and \$100K in the General Fund contingency. The budget for the 2017-18 fiscal year will be formally adopted on June 26<sup>th</sup>, so there could be some modifications made before then. This resolution is valuable as a policy statement, which can be used when applying for grants. Greenwood recommended a motion to adopt the resolution.

**A motion was made by Beck and seconded by Brown to approve Resolution 2017-06 Updating the Port of Newport's Capital Improvement Prioritization List and Identifying the International Terminal Shipping Facility as the Port's Top Capital Priority. The motion passed 5 – 0.**

**E. Resolution Adopting Compensation Plan (Bylaws §6(C))**

Greenwood introduced the proposed resolution, included in the meeting packet. He said that every year the Commission is required to adopt a Compensation Plan, which had been discussed at the meeting on April 4<sup>th</sup>. There is no COLA increase, and the rates are the same as they have been except for the minimum wage positions per state requirements. The biggest increase is in the retirement plan.

**A motion was made by Beck and seconded by Patrick-Joling to approve Resolution 2017-07 Adopting a Compensation Plan for Port Employees. The motion passed 5 – 0.**

## **F. Resolution Setting Rates, Fees & Charges (ORS 294.160)**

Greenwood introduced the proposed resolution, included in the meeting packet. He said the fees and charges are reviewed every year, with input and feedback from staff and the Commissioners. The only change to the document since its last review was to the launch fees at the South Beach Marina, reducing the increase to resident seniors and adding a classification for non-resident seniors. Beck said he would like to consider increasing the charges at the International Terminal, to be discussed with the user groups. Greenwood said it would not be unusual to adopt changes to the rates throughout the year. Lamerdin questioned why there was an increase of \$.0002 to fuel charges, rather than a penny. He also suggested not increasing resident senior launch fees, and adding a higher increase to non-resident fees. He proposed increasing annual launch rates for residents from \$55 to \$60, no change for resident seniors, from \$75 - \$85 for non-residents, and adding the \$75 for non-resident seniors. Lamerdin also asked for clarification on the RV rates, which were changing this year to include a before occupancy tax rate rather than the after tax rate. Beck asked what percentage of the RV Park's business was associated with Good Sam; Larrabee said 75%-80%. Lamerdin asked if there may be any benefit to make the rates even lower in the off-season to attract more people. Larrabee said the rates have been low, and the RV Park will be trying some other promotions to increase occupancy during the off-season, including some group promotions and winter specials. The consensus was to adopt the changes to the launch fees proposed by Lamerdin.

**A motion was made by Patrick-Joling and seconded by Beck to approve Resolution 2017-08 Setting Rates, Fees and Charges as amended. The motion passed 5 – 0.**

Lamerdin referred to the insurance rates listed for commercial vessels and commented that \$250K seems low for Protection and Indemnity coverage. Beck said the lowest limit that would be written would be \$300K. Greenwood said the charter/guide vessels liability at \$1.7MM was rounded up because of availability. He said the Port had been working annually with Payne West and Servco on reviewing the insurance requirements.

## **VII. New Business**

There was no new business.

## **VIII. DEPARTMENTAL REPORTS**

### **A. Director of Finance**

#### **1. April Occupancy Report**

Larrabee introduced the report, included in the meeting packet. Beck asked how many years could reporting go back on occupancy rates. Larrabee said 3 – 4 years. Beck suggested contacting the City about room tax to look at tourism comparisons. Greenwood said he spoke with Lorna Davis at the Chamber of Commerce, who also recommended looking at state reports as well. Lamerdin asked about the numbers of slips that are unused and could perhaps be repurposed. Larrabee said that could be researched.

### **B. Director of Operations**

- 1. TCB Public Safety Report for April 2017**
- 2. Commercial Fishing Users Group Committee**
  - a) Draft Minutes May 8, 2017**

Durkee introduced the report, included in the meeting packet. Brown asked if Durkee had learned from the Army Corps of Engineers where the City's dredge spoils would be deposited. Durkee said he had learned they would be deposited in the main channel, but according to Kate Groth, the amount was less than 1000 yds<sup>3</sup>. Greenwood said the Port did express concern and urged ACOE to discourage in-stream disposal. Chuck expressed thanks to Chris Urbach and South Beach; he heard nothing but compliments about the halibut opener and the dry camping.

Lamerdin asked what “contact” meant on the TCB report. Durkee said it indicated talking to someone; Greenwood added that tends to be a conversation that doesn’t turn into something more. Greenwood also said there would be a record in TCB’s system. The report included in the packet was implemented in the last couple of months so that the Commission could see what activity was taking place over time.

**C. General Manager**

Greenwood introduced the report, included in the meeting packet. He referenced the summary of research on the digital packets, and said he anticipated this would not be a priority at this time. He added that Congressman DeFazio had taken out language in a house bill, and in doing so, effectively made the Coast Guard Helicopter Station permanent. Greenwood thanked Lamerdin for attending the Know Your Newport convention with the Mates. Greenwood also requested vacation from June 28, 2017 to July 6, 2017. Chuck appointed Lamerdin as the Commission representative to the International Terminal Users Committee.

**IX. COMMISSIONER REPORTS**

Chuck said he went to an Oregon Coast management session. Senator Johnson said there were more requests than capability, and it was time to “tighten belts.” Nothing will be passed until the budget is approved.

**X. CALENDAR/FUTURE CONSIDERATIONS**

There were no changes to the Calendar/Future Considerations.

**XI. PUBLIC COMMENT**

There was no public comment at this time.

**XII. ADJOURNMENT**

Having no further business, the meeting adjourned at 7:20 pm.

ATTESTED:

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Walter Chuck, President

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Patricia Patrick-Joling, Secretary/Treasurer

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## PORT OF NEWPORT MINUTES

May 23, 2017

Commission Work Session

### I. CALL TO ORDER

Commission President Walter Chuck called the Commission Work Session of the Port of Newport Board of Commissioners to order at 12:03 pm at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

**Commissioners Present:** Walter Chuck (Pos. #1), President; Ken Brown (Pos. #4), Vice-President; Patricia Patrick-Joling (Pos. #5), Secretary/Treasurer; Stewart Lamerdin (Pos. #3); and Steve Beck (Pos. #2).

**Management and Staff:** Kevin Greenwood, General Manager; Jim Durkee, Interim Director of Operations; and Karen Hewitt, Administrative Assistant.

**Members of the Public and Media:** Jim Shaw, South Beach resident; Lee Fries, PON Volunteer Mates; Jeff Lackey, F/V Seeker; Aaron Bretz, future Director of Operations; Bob Cowen, HMSC; and Lori Fulton, OSU.

### II. UPDATE ON MARINE SCIENCE INITIATIVE BUILDING: BOB COWEN, HMSC DIRECTOR AND LORI FULTON, OSU CAPITAL PLANNING AND FACILITIES PROJECT MANAGER.

Greenwood introduced Cowen and Fulton, and referred to the questions included in the meeting packet. Cowen said Fulton was the project manager at OSU. They also had architect and engineering partners, and the general contractor was Anderson Construction. They were in the process of planning what to include, along with completing engineering studies. The OSU President prioritized safety as a project goal and for the facility to serve as vertical evacuation. Fulton presented a site plan, appended to the packet. The project would include vertical evacuation for up to 1,000 people on the roof, accessed within the building. The site would be intended for refuge for the first 24 hours, but it would not stock supplies. The total capacity of the building, including the auditorium is about 250 people, so others would be able to use the evacuation option. Cowen said that FEMA recommends vertical evacuation, and there are examples in Japan that have been used. Cowen expects this to be a model facility serving also as an educational opportunity. Fulton said the foundation would require soil stabilization and piles.

Cowen said the campus would accommodate up to 500 students, including the 9 buildings already there. Cowen said the jobs goal is to add 25+ faculty, each of whom typically have 1 to 2 post-doc staff each, plus ancillary staff. Cowen said that, like now, the auditorium would be available to non-profit groups by arrangement. There will be a kitchen and a lunch room. Fulton said there are no detailed designs yet. Cowen said they plan to break ground in early 2018, and complete construction by the end of 2018. The campus will not include housing. OSU/HMSC has purchased property in the Wilder area for housing, which will keep students of the housing market, in part for the concern of new employees finding area housing. Cowen said there will be some impact on traffic flow. Fulton confirmed that a traffic study is being completed. Cowen said that everything they do is educational. Fulton said engineering classes should have an opportunity to observe the construction. For security, Cowen said the campus is open but they will secure portions of the building, such as research areas. The vertical evacuation will always be open. There may also be a camera system installed, and an additional security guard. Fulton said that horizontal evacuation is still primary. The vertical evacuation will also serve those with mobility needs. Fulton said the plans for a staging area for construction has not yet been developed.

Fulton asked if specific dates for events could be provided, they would look to schedule around those to reduce traffic impact. Cowen added that Anderson Construction is familiar with some of the events. Cowen said while there would be some growth anticipated in the water intake, he didn't expect it to be a problem with the current capacity. Greenwood said that Chuck Toombs and Dulse Energy had been looking at property, but water access was a barrier. Cowen said his aware of the community and campus neighbors; they will be working in close connection with the City. Lamerdin said since this is Port property, the Commission should look at the lease to see if this could include significant changes. Greenwood said that the Port could write a letter of support for right of land use. The issue of sub-tenancy also would need to be reviewed.

Lamerdin added insurance and hold harmless clause as areas for consideration. Greenwood said the Port and HMSC had a great relationship, and are proud of the 50+ years of growth, and the diverse maritime economy in Newport.

III. **ADJOURNMENT**

Having no further business, the meeting adjourned at 12:40 pm.

ATTESTED:

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Walter Chuck, President

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Patricia Patrick-Joling, Secretary/Treasurer

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

	May 31, 17	May 31, 16	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
Checking/Savings			
Available Cash & Equivalents	1,556,303.50	1,534,162.25	22,141.25
Restricted Cash & Equivalents	553,347.84	616,720.83	-63,372.99
<b>Total Checking/Savings</b>	<b>2,109,651.34</b>	<b>2,150,883.08</b>	<b>-41,231.74</b>
Accounts Receivable			
Accounts Receivable	537,398.78	130,046.62	407,352.16
<b>Total Accounts Receivable</b>	<b>537,398.78</b>	<b>130,046.62</b>	<b>407,352.16</b>
<b>Other Current Assets</b>			
Allow for Bad Debt - CM	-20,000.00	-10,000.00	-10,000.00
Allow for Bad Debt - SB	-10,000.00	-4,000.00	-6,000.00
AR Property Tax	10,334.60	10,334.60	0.00
Assets Held For Sale	9,345.91	0.00	9,345.91
Cash Clearing	0.00	-749.47	749.47
Due from Other Port Funds	64,884.47	100,093.01	-35,208.54
PERS - Deferred OF	17,803.00	18,048.00	-245.00
PERS - NPA(L)	-163,496.00	146,594.00	-310,090.00
Prepaid Expenses	96,048.01	49,422.04	46,625.97
Undeposited Funds	0.00	946.03	-946.03
<b>Total Other Current Assets</b>	<b>4,919.99</b>	<b>310,688.21</b>	<b>-305,768.22</b>
<b>Total Current Assets</b>	<b>2,651,970.11</b>	<b>2,591,617.91</b>	<b>60,352.20</b>
<b>Fixed Assets</b>			
Capital Assets	83,048,086.02	85,670,010.77	-2,621,924.75
<b>Total Fixed Assets</b>	<b>83,048,086.02</b>	<b>85,670,010.77</b>	<b>-2,621,924.75</b>
<b>TOTAL ASSETS</b>	<b><u>85,700,056.13</u></b>	<b><u>88,261,628.68</u></b>	<b><u>-2,561,572.55</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable			
Accounts Payable	237,545.62	119,304.01	118,241.61
<b>Total Accounts Payable</b>	<b>237,545.62</b>	<b>119,304.01</b>	<b>118,241.61</b>
<b>Other Current Liabilities</b>			
Accrued Interest Payable	6,209.00	11,693.00	-5,484.00
Current Portion-Long Term Debt	406,827.00	353,377.00	53,450.00
Deferred Revenue	224,397.14	190.95	224,206.19
Due to other Port Funds	28,278.36	529.46	27,748.90
Lodging/Room Tax Payable	0.00	1,868.60	-1,868.60
Payroll Liabilities	65,619.93	38,201.48	27,418.45
<b>Total Other Current Liabilities</b>	<b>731,331.43</b>	<b>405,860.49</b>	<b>325,470.94</b>
<b>Total Current Liabilities</b>	<b>968,877.05</b>	<b>525,164.50</b>	<b>443,712.55</b>
<b>Long Term Liabilities</b>			
2013 FF&C Bond Premium	105,116.75	111,892.75	-6,776.00
Deferred IF-Proportion/Contrib	-1.00	31,249.00	-31,250.00
Less Current Portion L Term Deb	-406,827.00	-353,377.00	-53,450.00
Long Term Debt	8,344,076.74	8,480,410.74	-136,334.00
PERS - Deferred IF	151,722.00	282,867.00	-131,145.00
<b>Total Long Term Liabilities</b>	<b>8,194,087.49</b>	<b>8,553,042.49</b>	<b>-358,955.00</b>
<b>Total Liabilities</b>	<b>9,162,964.54</b>	<b>9,078,206.99</b>	<b>84,757.55</b>

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

	<u>May 31, 17</u>	<u>May 31, 16</u>	<u>\$ Change</u>
<b>Equity</b>			
<b>FB - Capital Asset Additions</b>	221,866.25	0.00	221,866.25
<b>FB - Contributed Capital</b>	7,130,788.00	7,130,788.00	0.00
<b>FB - GAAP-Pension Expense</b>	0.00	18,048.00	-18,048.00
<b>FB - GAAP-Prior Period Adj</b>	35,919.81	0.00	35,919.81
<b>FB - Loan Proceeds</b>	-210,295.00	0.00	-210,295.00
<b>FB - PERS-Pension Inc/Exp</b>	0.00	140,846.00	-140,846.00
<b>Fund Balance</b>	69,114,539.32	71,350,262.00	-2,235,722.68
<b>Net Income</b>	244,273.21	543,477.69	-299,204.48
<b>Total Equity</b>	<u>76,537,091.59</u>	<u>79,183,421.69</u>	<u>-2,646,330.10</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>85,700,056.13</b></u>	<u><b>88,261,628.68</b></u>	<u><b>-2,561,572.55</b></u>

**Port of Newport**  
Profit & Loss by Class

YTD as of May 2017	GENERAL					NOAA
	Admin.	NIT	So. Beach	No. Comm.	Total	Total
<b>OPERATING</b>						
Income	\$ 567,544	\$ 433,200	\$1,499,838	\$ 635,897	\$3,136,479	\$2,330,377
Expense	\$ 836,860	\$ 383,019	\$1,068,062	\$ 472,786	\$2,760,727	\$2,487,098
<i>Personal Service</i>	\$ 460,179	\$ 61,190	\$ 304,112	\$ 203,551	\$ 1,029,032	\$ 67,728
<i>Materials &amp; Service</i>	\$ 346,349	\$ 114,655	\$ 547,751	\$ 262,859	\$ 1,271,614	\$ 422,036
<i>Debt Service</i>	\$ 30,332	\$ 207,174	\$ 216,199	\$ 6,376	\$ 460,081	\$ 1,997,334
<b>NET OPERATING</b>	\$ (269,316)	\$ 50,181	\$ 431,776	\$ 163,111	\$ 375,752	\$ (156,721)
<b>NON-OPERATING</b>						
Income	\$ 574,336	\$ -	\$ 4,076	\$ 5,008	\$ 583,420	\$ -
Expense	\$ 75,750	\$ -	\$ 242,721	\$ 396,360	\$ 714,831	\$ 12,296
<i>Capital Outlay</i>	\$ 15,750	\$ -	\$ 242,721	\$ 396,360	\$ 654,831	\$ 12,296
<i>Transfers</i>	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000	\$ -
<i>Other</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>NET NON-OPERATING</b>	\$ 498,586	\$ -	\$ (238,645)	\$ (391,352)	\$ (131,411)	\$ (12,296)
<b>NET INCOME</b>	\$ 229,270	\$ 50,181	\$ 193,131	\$ (228,241)	\$ 244,341	\$ (169,017)

**Port of Newport**  
**Profit & Loss Budget vs. Actual**  
July 2016 through May 2017

	<u>Jul '16 - May 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Hoist Dock & Services	562,695.89	450,000.00	112,695.89	125.04%
Launch Ramp & Trailer Storage	55,500.53	70,000.00	-14,499.47	79.29%
Lease Revenues	560,052.31	616,081.00	-56,028.69	90.91%
Miscellaneous Revenue	60,962.42	46,000.00	14,962.42	132.53%
Moorage	1,149,943.17	1,189,000.00	-39,056.83	96.72%
RV Parks	726,263.88	754,000.00	-27,736.12	96.32%
Shipping Terminal Revenues	21,061.48	7,000.00	14,061.48	300.88%
<b>Total Income</b>	<u>3,136,479.68</u>	<u>3,132,081.00</u>	<u>4,398.68</u>	<u>100.14%</u>
<b>Gross Profit</b>	3,136,479.68	3,132,081.00	4,398.68	100.14%
<b>Expense</b>				
Debt Service	460,080.91	699,934.00	-239,853.09	65.73%
Materials & Services	1,271,614.39	1,465,200.00	-193,585.61	86.79%
Personal Services	1,029,032.14	1,260,616.00	-231,583.86	81.63%
<b>Total Expense</b>	<u>2,760,727.44</u>	<u>3,425,750.00</u>	<u>-665,022.56</u>	<u>80.59%</u>
<b>Net Ordinary Income</b>	375,752.24	-293,669.00	669,421.24	-127.95%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Capital Contributions	218,878.00			
Gain/(Loss) on Sale of Assets	-4,444.70	0.00	-4,444.70	100.0%
Grant & Loan Proceeds	222,095.00	393,295.00	-171,200.00	56.47%
Interest Income	6,984.85	4,000.00	2,984.85	174.62%
Miscellaneous - Non-operating	35,416.27	0.00	35,416.27	100.0%
Property & Dredge Sales	1,776.00	2,000.00	-224.00	88.8%
Property Tax Revenue	102,714.67	94,500.00	8,214.67	108.69%
<b>Total Other Income</b>	<u>583,420.09</u>	<u>493,795.00</u>	<u>89,625.09</u>	<u>118.15%</u>
<b>Other Expense</b>				
Capital Outlay	654,831.12	710,295.00	-55,463.88	92.19%
Contingency	0.00	100,000.00	-100,000.00	0.0%
Transfers Out	60,000.00	60,000.00	0.00	100.0%
<b>Total Other Expense</b>	<u>714,831.12</u>	<u>870,295.00</u>	<u>-155,463.88</u>	<u>82.14%</u>
<b>Net Other Income</b>	-131,411.03	-376,500.00	245,088.97	34.9%
<b>Net Income</b>	<u><u>244,341.21</u></u>	<u><u>-670,169.00</u></u>	<u><u>914,510.21</u></u>	<u><u>-36.46%</u></u>

**Port of Newport**  
**Profit & Loss Budget vs. Actual - Admin**  
July 2016 through May 2017

	<u>Jul '16 - May 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Hoist Dock & Services	2,750.00	0.00	2,750.00	100.0%
Lease Revenues	558,452.70	616,081.00	-57,628.30	90.65%
Miscellaneous Revenue	3,503.04	0.00	3,503.04	100.0%
Moorage	2,838.00	0.00	2,838.00	100.0%
<b>Total Income</b>	<u>567,543.74</u>	<u>616,081.00</u>	<u>-48,537.26</u>	<u>92.12%</u>
<b>Gross Profit</b>	567,543.74	616,081.00	-48,537.26	92.12%
<b>Expense</b>				
Debt Service	30,331.35	32,852.00	-2,520.65	92.33%
Materials & Services	346,349.05	392,900.00	-46,550.95	88.15%
Personal Services	460,179.42	470,748.00	-10,568.58	97.76%
<b>Total Expense</b>	<u>836,859.82</u>	<u>896,500.00</u>	<u>-59,640.18</u>	<u>93.35%</u>
<b>Net Ordinary Income</b>	-269,316.08	-280,419.00	11,102.92	96.04%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Capital Contributions	218,878.00			
Gain/(Loss) on Sale of Assets	-4,944.70	0.00	-4,944.70	100.0%
Grant & Loan Proceeds	220,295.00	393,295.00	-173,000.00	56.01%
Interest Income	6,984.85	4,000.00	2,984.85	174.62%
Miscellaneous - Non-operating	30,408.19	0.00	30,408.19	100.0%
Property Tax Revenue	102,714.67	94,500.00	8,214.67	108.69%
<b>Total Other Income</b>	<u>574,336.01</u>	<u>491,795.00</u>	<u>82,541.01</u>	<u>116.78%</u>
<b>Other Expense</b>				
Capital Outlay	15,750.00	410,295.00	-394,545.00	3.84%
Contingency	0.00	100,000.00	-100,000.00	0.0%
Transfers Out	60,000.00	60,000.00	0.00	100.0%
<b>Total Other Expense</b>	<u>75,750.00</u>	<u>570,295.00</u>	<u>-494,545.00</u>	<u>13.28%</u>
<b>Net Other Income</b>	498,586.01	-78,500.00	577,086.01	-635.14%
<b>Net Income</b>	<u><u>229,269.93</u></u>	<u><u>-358,919.00</u></u>	<u><u>588,188.93</u></u>	<u><u>-63.88%</u></u>

**Port of Newport**  
**Profit & Loss Budget vs. Actual - NIT**  
 July 2016 through May 2017

	<u>Jul '16 - May 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Hoist Dock &amp; Services</b>	307,344.66	193,000.00	114,344.66	159.2%
<b>Launch Ramp &amp; Trailer Storage</b>	0.00	0.00	0.00	0.0%
<b>Miscellaneous Revenue</b>	755.62	5,000.00	-4,244.38	15.1%
<b>Moorage</b>	104,038.52	80,000.00	24,038.52	130.0%
<b>Shipping Terminal Revenues</b>	21,061.48	7,000.00	14,061.48	300.9%
<b>Total Income</b>	<u>433,200.28</u>	<u>285,000.00</u>	<u>148,200.28</u>	<u>152.0%</u>
<b>Gross Profit</b>	433,200.28	285,000.00	148,200.28	152.0%
<b>Expense</b>				
<b>Debt Service</b>	207,174.07	443,460.00	-236,285.93	46.7%
<b>Materials &amp; Services</b>	114,655.49	108,100.00	6,555.49	106.1%
<b>Personal Services</b>	61,189.93	71,486.00	-10,296.07	85.6%
<b>Total Expense</b>	<u>383,019.49</u>	<u>623,046.00</u>	<u>-240,026.51</u>	<u>61.5%</u>
<b>Net Ordinary Income</b>	<u>50,180.79</u>	<u>-338,046.00</u>	<u>388,226.79</u>	<u>-14.8%</u>
<b>Net Income</b>	<u><b>50,180.79</b></u>	<u><b>-338,046.00</b></u>	<u><b>388,226.79</b></u>	<u><b>-14.8%</b></u>



**Port of Newport**  
**Profit & Loss Budget vs. Actual - SB**  
 July 2016 through May 2017

	Jul '16 - May 17	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Hoist Dock & Services	10,091.10	10,000.00	91.10	100.9%
Launch Ramp & Trailer Storage	55,461.65	70,000.00	-14,538.35	79.2%
Miscellaneous Revenue	53,069.92	37,000.00	16,069.92	143.4%
Moorage	654,951.35	669,000.00	-14,048.65	97.9%
RV Parks	726,263.88	754,000.00	-27,736.12	96.3%
<b>Total Income</b>	<u>1,499,837.90</u>	<u>1,540,000.00</u>	<u>-40,162.10</u>	<u>97.4%</u>
<b>Gross Profit</b>	1,499,837.90	1,540,000.00	-40,162.10	97.4%
<b>Expense</b>				
Debt Service	216,199.34	216,666.00	-466.66	99.8%
Materials & Services	547,750.72	644,400.00	-96,649.28	85.0%
Personal Services	304,111.64	342,800.00	-38,688.36	88.7%
<b>Total Expense</b>	<u>1,068,061.70</u>	<u>1,203,866.00</u>	<u>-135,804.30</u>	<u>88.7%</u>
<b>Net Ordinary Income</b>	431,776.20	336,134.00	95,642.20	128.5%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Gain/(Loss) on Sale of Assets	500.00			
Grant & Loan Proceeds	1,800.00	0.00	1,800.00	100.0%
Property & Dredge Sales	1,776.00	2,000.00	-224.00	88.8%
<b>Total Other Income</b>	<u>4,076.00</u>	<u>2,000.00</u>	<u>2,076.00</u>	<u>203.8%</u>
<b>Other Expense</b>				
Break-in Replacement	0.00	0.00	0.00	0.0%
Capital Outlay	242,721.25	0.00	242,721.25	100.0%
<b>Total Other Expense</b>	<u>242,721.25</u>	<u>0.00</u>	<u>242,721.25</u>	<u>100.0%</u>
<b>Net Other Income</b>	<u>-238,645.25</u>	<u>2,000.00</u>	<u>-240,645.25</u>	<u>-11,932.3%</u>
<b>Net Income</b>	<u><u>193,130.95</u></u>	<u><u>338,134.00</u></u>	<u><u>-145,003.05</u></u>	<u><u>57.1%</u></u>

**Port of Newport**  
**Profit & Loss Budget vs. Actual - CM**  
**July 2016 through May 2017**

	Jul '16 - May 17	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Hoist Dock &amp; Services</b>	242,509.12	247,000.00	-4,490.88	98.2%
<b>Launch Ramp &amp; Trailer Storage</b>	38.88	0.00	38.88	100.0%
<b>Lease Revenues</b>	1,599.61			
<b>Miscellaneous Revenue</b>	3,633.84	4,000.00	-366.16	90.8%
<b>Moorage</b>	388,115.30	440,000.00	-51,884.70	88.2%
<b>Shipping Terminal Revenues</b>	0.00	0.00	0.00	0.0%
<b>Total Income</b>	635,896.75	691,000.00	-55,103.25	92.0%
<b>Gross Profit</b>	635,896.75	691,000.00	-55,103.25	92.0%
<b>Expense</b>				
<b>Debt Service</b>	6,376.15	6,956.00	-579.85	91.7%
<b>Materials &amp; Services</b>	262,859.13	312,400.00	-49,540.87	84.1%
<b>Personal Services</b>	203,551.15	214,674.00	-11,122.85	94.8%
<b>Total Expense</b>	472,786.43	534,030.00	-61,243.57	88.5%
<b>Net Ordinary Income</b>	163,110.32	156,970.00	6,140.32	103.9%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>Gain/(Loss) on Sale of Assets</b>	0.00	0.00	0.00	0.0%
<b>Miscellaneous - Non-operating</b>	5,008.08	0.00	5,008.08	100.0%
<b>Property &amp; Dredge Sales</b>	0.00	0.00	0.00	0.0%
<b>Total Other Income</b>	5,008.08	0.00	5,008.08	100.0%
<b>Other Expense</b>				
<b>Capital Outlay</b>	396,359.87	300,000.00	96,359.87	132.1%
<b>Total Other Expense</b>	396,359.87	300,000.00	96,359.87	132.1%
<b>Net Other Income</b>	-391,351.79	-300,000.00	-91,351.79	130.5%
<b>Net Income</b>	<b>-228,241.47</b>	<b>-143,030.00</b>	<b>-85,211.47</b>	<b>159.6%</b>

**Port of Newport - NOAA Fund**  
**Balance Sheet**  
As of May 31, 2017

	May 31, 17	May 31, 16	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
Cash & Equivalents	5,579,000.76	5,557,681.72	21,319.04
<b>Total Checking/Savings</b>	5,579,000.76	5,557,681.72	21,319.04
<b>Other Current Assets</b>			
Due From Other Funds	137.00	58.43	78.57
Net Pension Asset	0.00	24,019.00	-24,019.00
PERS - Derfered OF	0.00	2,957.00	-2,957.00
Prepaid Expenses	70,504.45	33,580.21	36,924.24
<b>Total Other Current Assets</b>	70,641.45	60,614.64	10,026.81
<b>Total Current Assets</b>	5,649,642.21	5,618,296.36	31,345.85
<b>TOTAL ASSETS</b>	<b>5,649,642.21</b>	<b>5,618,296.36</b>	<b>31,345.85</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
Accounts Payable	24,761.32	13,072.07	11,689.25
<b>Total Accounts Payable</b>	24,761.32	13,072.07	11,689.25
<b>Other Current Liabilities</b>			
Accrued Interest Payable	476,972.00	499,410.00	-22,438.00
Accrued PTO	9,253.94	4,758.00	4,495.94
Current Portion Long-Term Debt	810,000.00	840,000.00	-30,000.00
Due to Operations or Const Fund	5,110.52	306.82	4,803.70
<b>Total Other Current Liabilities</b>	1,301,336.46	1,344,474.82	-43,138.36
<b>Total Current Liabilities</b>	1,326,097.78	1,357,546.89	-31,449.11
<b>Long Term Liabilities</b>			
Deferred IF - Prop/Contrib	0.00	5,120.00	-5,120.00
Less Current Portion LT Debt	-810,000.00	-840,000.00	30,000.00
Long-Term Debt	20,725,587.00	21,554,006.00	-828,419.00
PERS - Deferred IF	0.00	46,347.00	-46,347.00
<b>Total Long Term Liabilities</b>	19,915,587.00	20,765,473.00	-849,886.00
<b>Total Liabilities</b>	21,241,684.78	22,123,019.89	-881,335.11
<b>Equity</b>			
Fund Balance	-15,423,025.50	-16,487,486.68	1,064,461.18
GAAP - Pension Expense	0.00	2,957.00	-2,957.00
GAAP - Pension Income	0.00	23,078.00	-23,078.00
Net Income	-169,017.07	-43,271.85	-125,745.22
<b>Total Equity</b>	-15,592,042.57	-16,504,723.53	912,680.96
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>5,649,642.21</b>	<b>5,618,296.36</b>	<b>31,345.85</b>

**Port of Newport - NOAA Fund  
 Profit & Loss Budget vs. Actual  
 July 2016 through May 2017**

	<u>Jul '16 - May 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Interest Income	8,836.24	10,500.00	-1,663.76	84.2%
Lease Income	2,321,540.48	2,542,000.00	-220,459.52	91.3%
<b>Total Income</b>	<u>2,330,376.72</u>	<u>2,552,500.00</u>	<u>-222,123.28</u>	<u>91.3%</u>
<b>Expense</b>				
Debt Service	1,997,333.76	1,997,335.00	-1.24	100.0%
Materials & Services	422,036.00	649,320.00	-227,284.00	65.0%
Personal Services	67,728.03	75,759.00	-8,030.97	89.4%
<b>Total Expense</b>	<u>2,487,097.79</u>	<u>2,722,414.00</u>	<u>-235,316.21</u>	<u>91.4%</u>
<b>Net Ordinary Income</b>	<u>-156,721.07</u>	<u>-169,914.00</u>	<u>13,192.93</u>	<u>92.2%</u>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
Capital Outlay	12,296.00	40,000.00	-27,704.00	30.7%
Contingency	0.00	100,000.00	-100,000.00	0.0%
Fund Transfers Out	0.00	2,000,000.00	-2,000,000.00	0.0%
<b>Total Other Expense</b>	<u>12,296.00</u>	<u>2,140,000.00</u>	<u>-2,127,704.00</u>	<u>0.6%</u>
<b>Net Other Income</b>	<u>-12,296.00</u>	<u>-2,140,000.00</u>	<u>2,127,704.00</u>	<u>0.6%</u>
<b>Net Income</b>	<u><b>-169,017.07</b></u>	<u><b>-2,309,914.00</b></u>	<u><b>2,140,896.93</b></u>	<u><b>7.3%</b></u>

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

	<u>May 31, 17</u>	<u>May 31, 16</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
FMR Money Market - Umpqua Bank	133,907.37	148,547.99	-14,640.62
<b>Total Checking/Savings</b>	<u>133,907.37</u>	<u>148,547.99</u>	<u>-14,640.62</u>
<b>Total Current Assets</b>	<u>133,907.37</u>	<u>148,547.99</u>	<u>-14,640.62</u>
<b>TOTAL ASSETS</b>	<b><u>133,907.37</u></b>	<b><u>148,547.99</u></b>	<b><u>-14,640.62</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
Accounts Payable	59,615.90	99,786.19	-40,170.29
<b>Total Accounts Payable</b>	<u>59,615.90</u>	<u>99,786.19</u>	<u>-40,170.29</u>
<b>Total Current Liabilities</b>	<u>59,615.90</u>	<u>99,786.19</u>	<u>-40,170.29</u>
<b>Total Liabilities</b>	59,615.90	99,786.19	-40,170.29
<b>Equity</b>			
FB - Assigned for Future Expend	25,000.00	0.00	25,000.00
Fund Balance	48,777.66	48,378.36	399.30
Net Income	513.81	383.44	130.37
<b>Total Equity</b>	<u>74,291.47</u>	<u>48,761.80</u>	<u>25,529.67</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>133,907.37</u></b>	<b><u>148,547.99</u></b>	<b><u>-14,640.62</u></b>

**Construction Fund - Port of Newport  
 Balance Sheet  
 As of May 31, 2017**

	<u>May 31, 17</u>	<u>May 31, 16</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
Cash & Cash Equivalents	46,991.72	122,271.97	-75,280.25
<b>Total Checking/Savings</b>	46,991.72	122,271.97	-75,280.25
<b>Accounts Receivable</b>			
Accounts Receivable	26,441.00	0.00	26,441.00
<b>Total Accounts Receivable</b>	26,441.00	0.00	26,441.00
<b>Total Current Assets</b>	73,432.72	122,271.97	-48,839.25
<b>TOTAL ASSETS</b>	<b><u>73,432.72</u></b>	<b><u>122,271.97</u></b>	<b><u>-48,839.25</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Equity</b>			
Fund Balance	79,229.46	183,266.66	-104,037.20
Net Income	-5,796.74	-60,994.69	55,197.95
<b>Total Equity</b>	73,432.72	122,271.97	-48,839.25
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>73,432.72</u></b>	<b><u>122,271.97</u></b>	<b><u>-48,839.25</u></b>

**Bonded Debt Fund - Port of Newport  
 Balance Sheet  
 As of May 31, 2017**

	<u>May 31, 17</u>	<u>May 31, 16</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
Checking/Savings			
GO Bond Money Market - OCB	487,652.72	402,107.62	85,545.10
<b>Total Checking/Savings</b>	487,652.72	402,107.62	85,545.10
<b>Other Current Assets</b>			
Due from Operating Fund	28,141.36	471.03	27,670.33
Property Tax Receivable	86,925.12	86,925.12	0.00
<b>Total Other Current Assets</b>	115,066.48	87,396.15	27,670.33
<b>Total Current Assets</b>	602,719.20	489,503.77	113,215.43
<b>Other Assets</b>			
Advance Refunding Valuation	436,957.00	0.00	436,957.00
Bond Issue costs, net of amort.	4,662.00	91,334.00	-86,672.00
<b>Total Other Assets</b>	441,619.00	91,334.00	350,285.00
<b>TOTAL ASSETS</b>	<b><u>1,044,338.20</u></b>	<b><u>580,837.77</u></b>	<b><u>463,500.43</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Other Current Liabilities			
Bonds Payable - Current	465,000.00	300,000.00	165,000.00
<b>Total Other Current Liabilities</b>	465,000.00	300,000.00	165,000.00
<b>Total Current Liabilities</b>	465,000.00	300,000.00	165,000.00
<b>Long Term Liabilities</b>			
2007 Series Bonds	136,415.00	4,209,263.00	-4,072,848.00
2008 Series Bonds	244,912.00	4,304,912.00	-4,060,000.00
2011 Series Bonds	5,146,741.00	5,211,741.00	-65,000.00
2016 Series Bonds	7,610,000.00	0.00	7,610,000.00
Bond Premiums	880,746.00	0.00	880,746.00
Less Current Portion LTD	-465,000.00	-300,000.00	-165,000.00
<b>Total Long Term Liabilities</b>	13,553,814.00	13,425,916.00	127,898.00
<b>Total Liabilities</b>	14,018,814.00	13,725,916.00	292,898.00
<b>Equity</b>			
Bonded Debt Fund Balance	-13,189,865.77	-13,468,256.72	278,390.95
Retained Earnings	0.00	0.36	-0.36
Net Income	215,389.97	323,178.13	-107,788.16
<b>Total Equity</b>	-12,974,475.80	-13,145,078.23	170,602.43
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,044,338.20</u></b>	<b><u>580,837.77</u></b>	<b><u>463,500.43</u></b>







**To:** Port of Newport Commissioners  
**From:** Stephen Larrabee, Director of Finance  
**Date:** June 20, 2017  
**Re:** Declaration of surplus property

---

### **Declaration of Surplus Property**

The Port would like to declare the following items as surplus property:

17 Steel plates valued at \$18,000

Pile partials valued at \$2,500

The goal is to trade these items to offset the costs of the Tug boat repair with the Port of Toledo.

This request is to have these items declared surplus property so that they can be traded.





June 27, 2017

Dana Jenkins  
Lincoln County Clerk  
225 Olive St – Rm 201  
Newport, OR 97365

Dear Dana,

Thank you for the official Abstracts of Votes for the May 16, 2017 Special Election. The Port of Newport herein certifies the results of the Port of Newport election as follows:

Sara L. Skamser, Commissioner Position 2 2031 votes  
Jeff Lackey, Commissioner Position 4 1928 votes

Positions 2 and 4 are four year terms, effective July 1, 2017 through June 30, 2021. Based upon provisions found in ORS 236 and 198, both candidates are qualified to hold the office of Port of Newport Commissioner.

Please feel free to call if you have any questions.

Sincerely,

Kevin M. Greenwood  
General Manager





**Dana W. Jenkins**  
LINCOLN COUNTY CLERK  
225 W. Olive Street-Room 201  
Newport, Oregon 97365

*County of Lincoln*  
"Customer Service is #1"  
[www.co.lincoln.or.us/clerk/](http://www.co.lincoln.or.us/clerk/)  
(541) 265-4131

---

DATE: June 5, 2017  
TO: Electoral Districts in the May 16, 2017 Election  
FROM: Dana Jenkins, Lincoln County Clerk  
RE: Official Abstracts of Votes

Enclosed are 2 originals of the official Abstracts of Votes for the May 16, 2017 Special District Election (for each position or measure in your district).

Also enclosed is a copy of the Final Official Election Results for the election.

Also enclosed are the Oaths of Office for your directors who will start new terms on July 1, 2017.

Certificates of Election will be mailed to each director individually.

Thanks for all your help!

RECEIVED

JUN 08 2017

PORT OF NEWPORT









## PORT OF NEWPORT SPECIAL USE PERMIT

This permit, effective June 24, 2017, 11:30 am, from the Port of Newport, organized and existing under the laws of the State of Oregon, hereinafter referred to as "Port", to Yaquina Bay Yacht Club, hereinafter referred to as "Permittee."

The Port hereby grants permission to Permittee to use gravel parking lot between YBYC and the paved Port Dock 7 parking lot, as discussed with Kent Gibson, leaving a 20' fire lane. Use of designated area by Permittee is for Summer Sailstice (Exhibit A detailed description of event.)

Permit is subject to the rules, regulations, and ordinances of the Port of Newport and subject to the following terms and conditions:

1. **Application Fee.** A nonrefundable application fee in the amount of \$100.00.
2. **Usage Fees.** \$400.00 – waived in consideration of sponsorship and non-profit status
3. **Reservation of Rights.** Port reserves the right to alter or amend the terms and conditions of this permit.
4. **Liability, indemnity of Port.** Permittee agrees to exercise due care in the activities described above and to abide by all Port rules, regulations and ordinances. Permittee shall indemnify and hold Port harmless from and against all claims, actions, proceedings, damages, and liabilities, including attorney fees, arising from or connected with Permittee's use of Port facilities. Permittee will carry a comprehensive general liability insurance policy with limits of \$1,000,000.00 per occurrence and \$2,000,000.00 in aggregate, and will provide the Port with a Certificate of Insurance naming the Port as an additional insured.
5. **Limitation of Port's Liability.** Permittee acknowledges that Permittee has inspected the grounds and related facilities and is satisfied that these facilities are adequate for safe use for the above-described purpose. This permit is not a contract. Port's liability is limited to its sole negligence. Port's employees will make reasonable efforts to contact Permittee and notify Permittee of conditions requiring Permittee's attention, but Port assumes no responsibility of Permittee's use of the Port's facilities. Permittee confirms and assures that there are not alcoholic beverages used or provided during this event and that certified and trained emergency response providers are on site.
6. **Nontransferability/Term.** This permit is nontransferable. This permit expires June 25, 2017, at 12:00 noon.

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

Port of Newport:

Accepted By:

\_\_\_\_\_  
Kevin Greenwood, General Manager

\_\_\_\_\_  
Michael Fulmor for YBYC

ATTACHMENTS: Exhibit A (detailed description of event)



Sponsorship Agreement: In Kind Sponsorship Value \$400.00.

Event Name: Summer Sailstice

Event Date: June 24, 2017

Applicant: Yacquina Bay Yacht Club

Applicant will provide:

- |  |   |
|--|---|
| <input type="checkbox"/> Logo placement on website               | <input type="checkbox"/> Link to the Port of Newport on website |
| <input type="checkbox"/> Logo on event shirt                     | <input type="checkbox"/> Banner displayed at event              |
| <input type="checkbox"/> Booth space at event                    | <input type="checkbox"/> Goodie Bag insert                      |
| <input checked="" type="checkbox"/> Mention in radio advertising |   |

Other (please describe):

Port of Newport listed as a co-sponsor of the event in print and radio releases, add logo to event posters, and free admission for Port employees.

---

Port of Newport will provide:

Parking on the gravel area between the YBYC and the paved parking area at Port Dock 7, and waiver of \$400.00 usage fee.

X \_\_\_\_\_ Date: \_\_\_\_\_  
Kevin Greenwood  
Port of Newport

X \_\_\_\_\_ Date: \_\_\_\_\_

SUP CHECKLIST

- Application
- App Fee
- Facility Supervisor Review
- Security Review
- General Manager Review
- Usage Fee
- Insurance Certificate
- SUP Issued

**SPECIAL USE PERMIT APPLICATION**

Submit to: Administrative Assistant  
 Port of Newport  
 600 SE Bay Blvd.  
 Newport, Oregon 97365

This application must be completed, signed, and submitted with a nonrefundable \$100.00 application fee. Any usage fees required of the applicant must be submitted prior to the special use permit being issued by the Port. Any request for a full or partial waiver of the usage fees must be submitted with this application. The criteria used to evaluate a waiver request are listed below. Applications should be submitted far enough in advance of the event to allow the Port to determine the impact of the event on Port property and other Port guests and / or moorage holders. At least 45 days' notice is recommended.

Event Name: Summer Sailstice

Event Date: Junbe 24, 2017 Time(s) 11:30 an- 11:00pm

Location: Yaquina Bay Yacht Club

Facilities to Be Used: asking permission to block part of the Port parking lot adjacent to the clubhouse with a 10x20 tent

Set-up Dates and Start Times: tent set up 6/24 12:00 noon

Take-down Dates and End Times: take down 6/25 by 12:00 noon

Estimated Number of Participants: Contestants: \_\_\_\_\_

Vendors / Volunteers: \_\_\_\_\_

Attendees: approx. 100?

Applicant / Signer: Mlchael Fulmor for YBYC

Mailing Address: 4534 Hwy 101 N, Yachats, OR 97498

Telephone: 541 547-3483 E-mail mike@sailinglinks.com

Contact Person (if different than applicant): \_\_\_\_\_

Contact Person's address, phone number and e-mail: \_\_\_\_\_

Please provide a detailed description of the event, and attach a map of the location(s) if applicable:

This is an annual event (last year was the first) which we are using this year as a fund-raiser for the youth sailing program. As you know we just had a big loss when boat parts were stolen from the club.

We will be giving free sailboat rides to the public from Noon-4:00 pm, then having a party at the club with a live band from 6-10:00pm which will be open to the public. We will be selling donated beer (and food) and holding auctions/raffles to raise funds. I have the OLCC permit already. We would like to set up a Costco-style 10x20 tent between the clubhouse back porch and the Bay to sell the beer and food and keep the mess out of our clubhouse. We would leave enough room for vehicles to get by in and out of the Englund parking lot. We would also like to allow parking on Port property for the event without ticketing.

Please indicate if you are requesting a full or partial waiver of the usage fee, and explain the reasons for the request based upon the criteria described below:

I would like to ask for both a waiver of the usage fee and the application fee since this is a fund-raiser for a non-profit organization which shares the goals of the Port in promoting safe boating and training for future Port customers, by present Port customers. We would provide free admission for Port Staff who wish to attend. I'm personally out of pocket \$1200 to bring in the Lloyd Jones Band, but hoping the attendance will justify the risk.

Thanks in advance for your consideration.

How will the Port of Newport be featured in your marketing/sponsorship promotions?

We would be honored to list you as a co-sponsor of the event in the print and radio releases, and add your logo to any future posters printed up. We will also publicly thank you at the event, of course.

The following criteria may be used by the Port management to fully or partially waive the usage fee:

1. Is the applicant a non-profit or a for-profit entity? non-profit
  
2. Will proceeds from the event be donated to charitable causes? If so, what percentage of the proceeds will be donated and to which charitable causes? 100% to our youth sailing program
  
3. What is the Port's cost to provide services for the event? should be zero
  
4. Does the event provide any direct benefit to the Port? advertising and public awareness

### USAGE FEE SCHEDULE

PARTICIPANTS	NUMBER	FEE
Attendees, Contestants, Volunteers at Event	1-200	\$400.00
	201-500	\$650.00
	501-1000	\$900.00
	1,001- 5000	\$1400.00
	5,001-10,000	\$1,900.00
	More than 10,000	\$2,400.00
	Vendors	N/A

Permittee will also need to carry comprehensive general liability insurance with limits of \$2,000,000.00 per occurrence and \$2,000,000.00 in aggregate, and will provide the Port with a Certificate of Insurance naming the Port as an additional insured.

## PORT OF NEWPORT SPECIAL USE PERMIT

This permit, effective 7/14/17, 7/21/17, 7/28/17, 8/4/17, 8/11/17 and 8/18/17, from 8:00 am to 12:00 noon, from the Port of Newport, organized and existing under the laws of the State of Oregon, hereinafter referred to as "Port", to Oregon Sea Grant, Lincoln County Extension, hereinafter referred to as "Permittee."

The Port hereby grants permission to Permittee to use Commercial Docks 3, 5 and/or 7 on Bay Blvd. Use of designated area by Permittee is for Shop at the Dock. (Exhibit A detailed description of event.)

Permit is subject to the rules, regulations, and ordinances of the Port of Newport and subject to the following terms and conditions:

1. **Deposit.** A nonrefundable deposit in the amount of \$100.00.
2. **Fees.** WAIVED in consideration of educational benefit, benefit to the Newport fishing community, benefit to Newport tourism, and sponsorship rights.
3. **Reservation of Rights.** Port reserves the right to alter or amend the terms and conditions of this permit.
4. **Liability, indemnity of Port.** Permittee agrees to exercise due care in the activities described above and to abide by all Port rules, regulations and ordinances. Permittee shall indemnify and hold Port harmless from and against all claims, actions, proceedings, damages, and liabilities, including attorney fees, arising from or connected with Permittee's use of Port facilities. Permittee will carry a comprehensive general liability insurance policy with limits of \$2,000,000.00 per occurrence and \$2,000,000.00 in aggregate, and will provide the Port with a Certificate of Insurance naming the Port as an additional insured.
5. **Limitation of Port's Liability.** Permittee acknowledges that Permittee has inspected the grounds and related facilities and is satisfied that these facilities are adequate for safe use for the above-described purpose. This permit is not a contract. Port's liability is limited to its sole negligence. Port's employees will make reasonable efforts to contact Permittee and notify Permittee of conditions requiring Permittee's attention, but Port assumes no responsibility of Permittee's use of the Port's facilities. Permittee confirms and assures that there are not alcoholic beverages used or provided during this event and that certified and trained emergency response providers are on site.
6. **Nontransferability/Term.** This permit is nontransferable. This permit expires 8/18/17 at 12:00 noon.

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

Port of Newport:

Accepted By:

\_\_\_\_\_  
Kevin Greenwood, General Manager

\_\_\_\_\_  
Kaety Jacobson  
Oregon Sea Grant/Lincoln County Extension

ATTACHMENTS: Exhibit A (detailed description of event)



Sponsorship Agreement: In Kind Sponsorship Value \$ 650.00.

Event Name: Shop at the Dock

Event Date: 7/14/17, 7/21/17, 7/28/17, 8/4/17, 8/11/17 and 8/18/17

Applicant: Oregon Sea Grant, Lincoln County Extension

Applicant will provide:

- |  |   |
|--|---|
| <input type="checkbox"/> Logo placement on website               | <input type="checkbox"/> Link to the Port of Newport on website |
| <input type="checkbox"/> Logo on event shirt                     | <input type="checkbox"/> Banner displayed at event              |
| <input type="checkbox"/> Booth space at event                    | <input checked="" type="checkbox"/> Goodie Bag insert           |
| <input checked="" type="checkbox"/> Mention in radio advertising |   |

Other (please describe):

Port of Newport included in press release as a partner organization, social media posts made on the Oregon Sea Grant Fisheries Extension Page will include mention of the Port of Newport, Visible presence at event through Port of Newport Volunteer Mates

Port of Newport will provide: inserts, waiver of \$650.00 usage fee

X \_\_\_\_\_ Date: \_\_\_\_\_  
Kevin Greenwood  
Port of Newport

X \_\_\_\_\_ Date: \_\_\_\_\_  
Kaety Jacobson  
Oregon Sea Grant/Lincoln County Extension



**SPECIAL USE PERMIT APPLICATION**

Submit to: Administrative Assistant  
Port of Newport  
600 SE Bay Blvd.  
Newport, Oregon 97365

**SUP CHECKLIST**

- Application
- App Fee
- Facility Supervisor Review
- Security Review
- General Manager Review
- Usage Fee
- Insurance Certificate
- SUP Issued

This application must be completed, signed, and submitted with a nonrefundable \$100.00 application fee. Any usage fees required of the applicant must be submitted prior to the special use permit being issued by the Port. Any request for a full or partial waiver of the usage fees must be submitted with this application. The criteria used to evaluate a waiver request are listed below. Applications should be submitted far enough in advance of the event to allow the Port to determine the impact of the event on Port property and other Port guests and / or moorage holders. At least 45 days' notice is recommended.

Event Name: Shop at the Dock

Event Date: 7/14, 7/21, 7/28, 8/4, 8/11, 8/18 Time(s) 9am-12pm

Location: Port Docks 3, 5 and 7.

Facilities to Be Used: Port Docks 3, 5 and 7

Set-up Dates and Start Times: Set up is on the day of, at 8:00am

Take-down Dates and End Times: take down is on the same day as event around 11:30

Estimated Number of Participants: Contestants: \_\_\_\_\_

Vendors / Volunteers: 4-5 volunteers and 4 staff members

Attendees: each event usually has around 15 people, for a total 60 people a day.

Applicant / Signer: Kaety Jacobson, Oregon Sea Grant, Lincoln County Extension

Mailing Address: 1211 SE Bay Blvd Newport, OR 97365

Telephone: (541) 574-6534 E-mail Kaety.Jacobson@oregonstate.edu

Contact Person (if different than applicant): \_\_\_\_\_

Contact Person's address, phone number and e-mail: \_\_\_\_\_

Please provide a detailed description of the event, and attach a map of the location(s) if applicable:

"Shop at the Dock" is a free educational opportunity for the public to learn how to buy quality seafood directly from fishermen. Participants will be lead by Oregon Sea Grant staff to Port Docks 3, 5 & 7 (depending on where vessels are selling). Each Shop at the Dock event will start on the boardwalk in front of Port Dock 5.

Shop at the Dock dates are 7/14, 7/21, 7/28, 8/4, 8/11, and 8/18. Each tour lasts between 60-90 minutes depending on group size and lines to buy fish. On each event day, we have tours starting at 9am, 9:30am, 10am, and 10:30am. In between events, we will have Port of Newport volunteers stationed on the boardwalk in front of Port Dock 5 to help direct people to the next tour, get participants to fill out surveys and answer questions from participants and interested folks who walk by.

Each participant will be given a bag with educational materials on seafood and commercial fishing. In the past, the Port of Newport, has provided materials to include in this bag, which we would be happy to include again.

Please indicate if you are requesting a full or partial waiver of the usage fee, and explain the reasons for the request based upon the criteria described below:

We are requesting a full waiver of the usage fee. This is a free educational event and is done to promote our local fishing industry and Newport as a seafood destination. The events cost Oregon Sea Grant a considerable amount in supplies, staff time, promotion and marketing. Paying for space use will make us unable to continue this popular program.

However, we are able to offer a lot of opportunities for the Port of Newport to profit in other ways from the event. See response in the next question for details.

How will the Port of Newport be featured in your marketing/sponsorship promotions?

- 1) The Port of Newport will be included in our press release as a partner organization.
- 2) Social media posts made on the Oregon Sea Grant Fisheries Extension Page will include mention of the Port of Newport.
- 3) The Port of Newport can include information to include in the bags that we give out to participants, as you have done in past years.
- 4) With the addition of the Port of Newport volunteers at the event this year, the Port of Newport will have a visible presence at these events.

The following criteria may be used by the Port management to fully or partially waive the usage fee:

1. Is the applicant a non-profit or a for-profit entity? non-profit
2. Will proceeds from the event be donated to charitable causes? If so, what percentage of the proceeds will be donated and to which charitable causes? The event is free, there is no profit.
3. What is the Port's cost to provide services for the event? \_\_\_\_\_  
There is no direct cost to the port, but the Port of Newport volunteers have agreed to help man the booth.
4. Does the event provide any direct benefit to the Port? \_\_\_\_\_  
Yes, these are very popular and beloved events and it would provide the Port an opportunity for some positive media attention and an opportunity to educate residents and visitors.

### USAGE FEE SCHEDULE

PARTICIPANTS	NUMBER	FEE
Attendees, Contestants, Volunteers at Event	1-200	\$400.00
	201-500	\$650.00
	501-1000	\$900.00
	1,001- 5000	\$1400.00
	5,001-10,000	\$1,900.00
	More than 10,000	\$2,400.00
	Vendors	N/A

Permittee will also need to carry comprehensive general liability insurance with limits of \$2,000,000.00 per occurrence and \$2,000,000.00 in aggregate, and will provide the Port with a Certificate of Insurance naming the Port as an additional insured.

## PORT OF NEWPORT SPECIAL USE PERMIT

This permit, effective July 22, 2017, 7:00 am, from the Port of Newport, organized and existing under the laws of the State of Oregon, hereinafter referred to as "Port", to Community Services Consortium, hereinafter referred to as "Permittee."

The Port hereby grants permission to Permittee to use the area surrounding the Rogue Barrel Room. Use of designated area by Permittee is for the Barrel to Keg Relay. (Exhibit A detailed description of event.) Permittee is responsible for directing participants and attendees to park at the Oregon Coast Aquarium, and not in the South Beach Marina or RV lots. Permittee will also maintain supervision and safety personnel at the entrance to the RV Park to ensure the safety of the runners and minimize traffic hazards at the RV Park entrance.

Permit is subject to the rules, regulations, and ordinances of the Port of Newport and subject to the following terms and conditions:

1. **Deposit.** A nonrefundable deposit in the amount of \$100.00.
2. **Fees.** Waived in consideration of Silver Sponsorship rights and the benefit to the Newport community.
3. **Reservation of Rights.** Port reserves the right to alter or amend the terms and conditions of this permit.
4. **Liability, indemnity of Port.** Permittee agrees to exercise due care in the activities described above and to abide by all Port rules, regulations and ordinances. Permittee shall indemnify and hold Port harmless from and against all claims, actions, proceedings, damages, and liabilities, including attorney fees, arising from or connected with Permittee's use of Port facilities. Permittee will carry a comprehensive general liability insurance policy with limits of \$2,000,000.00 per occurrence and \$2,000,000.00 in aggregate, and will provide the Port with a Certificate of Insurance naming the Port as an additional insured.
5. **Limitation of Port's Liability.** Permittee acknowledges that Permittee has inspected the grounds and related facilities and is satisfied that these facilities are adequate for safe use for the above-described purpose. This permit is not a contract. Port's liability is limited to its sole negligence. Port's employees will make reasonable efforts to contact Permittee and notify Permittee of conditions requiring Permittee's attention, but Port assumes no responsibility of Permittee's use of the Port's facilities. Permittee confirms and assures that there are not alcoholic beverages used or provided during this event and that certified and trained emergency response providers are on site.
6. **Nontransferability/Term.** This permit is nontransferable. This permit expires July 22, 2017, 9:00 pm.

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

Port of Newport:

Accepted By:

\_\_\_\_\_  
Kevin Greenwood, General Manager

\_\_\_\_\_  
Mark J. Barrett, Race Director

ATTACHMENTS: Exhibit A (detailed description of event)



Sponsorship Agreement: In Kind Sponsorship Value \$ 1,400.00.

Event Name: CSC Barrel to Keg Relay

Event Date: July 22, 2017

Applicant: Community Services Consortium

Applicant will provide:

- Logo placement on website
- Link to the Port of Newport on website
- Logo on event shirt
- Banner displayed at event
- Booth space at event
- Goodie Bag insert
- Mention in radio advertising

Other (please describe):

Port mention on Facebook. Port logo signs at one exchange point, Port of Newport announced at awards ceremony, 5 Port logo table tents on participant tables.

Port of Newport will provide: Waiver of \$1,400.00 usage fees.

X \_\_\_\_\_ Date: \_\_\_\_\_  
 Kevin Greenwood  
 Port of Newport

X \_\_\_\_\_ Date: \_\_\_\_\_  
 Mark J. Barrett, Race Director  
 Community Services Consortium

SUP CHECKLIST

- Application
- App Fee
- Facility Supervisor Review
- Security Review
- General Manager Review
- Usage Fee
- Insurance Certificate
- SUP Issued

SPECIAL USE PERMIT APPLICATION

Submit to: Administrative Assistant  
 Port of Newport  
 600 SE Bay Blvd.  
 Newport, Oregon 97365

This application must be completed, signed, and submitted with a nonrefundable \$100.00 application fee. Any usage fees required of the applicant must be submitted prior to the special use permit being issued by the Port. Any request for a full or partial waiver of the usage fees must be submitted with this application. The criteria used to evaluate a waiver request are listed below. Applications should be submitted far enough in advance of the event to allow the Port to determine the impact of the event on Port property and other Port guests and / or moorage holders. At least 45 days' notice is recommended.

Event Name: CSC Barrel to Keg Relay & ~~Root Beer Run~~

Event Date: 7-22-17 Time(s) 7am-8pm

Location: Rogue Ales Brewery & surrounding area

Facilities to Be Used: \_\_\_\_\_

Set-up Dates and Start Times: 7-22-17 @ noon

Take-down Dates and End Times: 7-22-17 @ 9pm

Estimated Number of Participants: Contestants: 800

Vendors / Volunteers: 200

Attendees: \_\_\_\_\_

Applicant / Signer: Mark Barrett (Race Director) Mark Barrett

Mailing Address: P.O. Box 1035, Forest Grove OR 97116

Telephone: 503-821-9577 E-mail MBarretts@aol.com

Contact Person (if different than applicant): \_\_\_\_\_

Contact Person's address, phone number and e-mail: \_\_\_\_\_

Please provide a detailed description of the event, and attach a map of the location(s) if applicable:

- ① The relay goes from the Harris Bridge Vineyard to the Rogue Ales warehouse. Starting in waves, relay teams will be finishing between 3pm & 8pm.
  - ② The Port Beer Run/Walk/Roll is an out & back 6k from the Rogue to South Beach State Park (& back).
- \* See attached descriptions & maps for details

Please indicate if you are requesting a full or partial waiver of the usage fee, and explain the reasons for the request based upon the criteria described below:

Community Services Consortium (CSC), the sponsor of the Run & relay, is a non-profit and 100% of the proceeds goes to CSC, whose mission is "Helping people. Changing lives." The cost to the Port of Newport is minimal. These events benefit the City of Newport and the Port of Newport, as the expected 800 participants, 100 volunteers and 200 spectators (90% of whom are visitors) will put money into the local economy - hotels, restaurants, etc. Marketing for these events reaches as far as Seattle, and all over Oregon. For these reasons we are requesting a full waiver of the usage fee.



How will the Port of Newport be featured in your marketing/sponsorship promotions?

The Port of Newport will be listed as a sponsor,  
and its logo used in marketing (with permission).

The following criteria may be used by the Port management to fully or partially waive the usage fee:

1. Is the applicant a non-profit or a for-profit entity? \_\_\_\_\_
2. Will proceeds from the event be donated to charitable causes? If so, what percentage of the proceeds will be donated and to which charitable causes? \_\_\_\_\_  
\_\_\_\_\_
3. What is the Port's cost to provide services for the event? \_\_\_\_\_  
\_\_\_\_\_
4. Does the event provide any direct benefit to the Port? \_\_\_\_\_  
\_\_\_\_\_

**USAGE FEE SCHEDULE**

PARTICIPANTS	NUMBER	FEE
Attendees, Contestants, Volunteers at Event	1-200	\$400.00
	201-500	\$650.00
	501-1000	\$900.00
	1,001- 5000	\$1400.00
	5,001-10,000	\$1,900.00
	More than 10,000	\$2,400.00
Vendors	N/A	\$40/ per vendor

Permittee will also need to carry comprehensive general liability insurance with limits of \$2,000,000.00 per occurrence and \$2,000,000.00 in aggregate, and will provide the Port with a Certificate of Insurance naming the Port as an additional insured.

## **Barrel to Keg Relay**

July 22, 2017

### **The Event:**

This is an 111K (69 mile) running relay race from the Harris Bridge Vineyard (near Philomath) to the Rogue Brewery in Newport (South Bay), divided into 14 legs. We expect 150 teams (which have between two and seven members), totaling about 800 runners and walkers. Most teams will drive vans or SUVs. Team vehicles will have "Caution: Runners on Road" signs in their windows. In addition, 125 volunteers will be driving to the exchanges and locations on the course to serve as course marshals. We don't need to close any roads, although traffic will be delayed near the exchanges. Course marshals, wearing safety vests and using paddles, will minimize disruptions and insure the safety of runners at each exchange and at key turns. "Event Coming" signs will be posted two weeks in advance to warn local traffic. ODOT-approved "Runners on Road" signs will be placed before and after each exchange area and at key intersections. Runners will start in waves (slower teams first) from 7am to 9am. There will be a small number of solo runners (each with their own support vehicle) starting at 5am. Teams will finish between 3:30pm and 8pm.

### **The Course (permits needed in parentheses):**

\*To see online maps of the entire course and each leg, go to <http://www.mapmyrun.com/routes/view/356862641> or [www.barreltokeg.com](http://www.barreltokeg.com)

- 1) Start at Harris Bridge Vineyard (Benton County, Starker Forests)
- 2) West on Harris Road (Benton County, Starker Forests, Thompson Timber)
- 3) South on TumTum Road (Benton County, Starker Forests, Thompson Timber, USFS)
- 4) West on Woods Creek Road (Lincoln County, Starker Forest, Thompson Timber, USFS)
- 5) Northwest on Shotpouch Road (Lincoln County, USFS)
- 6) West on Harlan-Burnt Woods Road (Lincoln County)
- 7) North and west on Harlan Road (Lincoln County, USFS)
- 8) Winding west on Elk City Road (Lincoln County)
- 9) North on SE Butler Bridge Road (City of Toledo)
- 10) North, entering parking lot at Catherine Street, past train museum (Toledo)
- 11) North on NW A Street (Toledo)
- 12) West on Business Highway 20 (Toledo, Lincoln County)
- 13) Winding west on Yaquina Bay Road (Lincoln County, City of Newport))
- 14) North on Bay Street (Newport)
- 15) West on SW Naterlin Drive (Newport)
- 16) Up stairs to Highway 101, then south over the bridge (Newport, ODOT)
- 17) Down stairs, down path by the bridge, cross OSU Drive and finish at the Rogue Barrel Room (Newport, Port of Newport)

Exchange Zones: Location (municipality/owner):

- Leg 1 ends: Silver gate at Harris Road/TumTum Road (Benton County)
- Leg 2 ends: Thompson Gate (Thompson Timber, Benton County)
- Leg 3 ends: Shotpouch Road/Shotpouch Creek Road (Lincoln County)
- Leg 4 ends: Shotpouch Road/Harlan-Burnt Woods Road (Lincoln County)
- Leg 5 ends: Harlan-Burnt Woods Road/Harlan Road (Lincoln County)
- Leg 6 ends: Mile Post 15 on Harlan Road (Lincoln County)
- Leg 7 ends: Rusty Bridge near Mile Post 9 on Harlan Road (Lincoln County)
- Leg 8 ends: Harlan Road and Updike Road (Lincoln County)
- Leg 9 ends: Elk City County Park (Lincoln County)
- Leg 10 ends: Cannon Quarry Boat Ramp (Lincoln County)
- Leg 11 ends: Toledo Train Museum (City of Toledo)
- Leg 12 ends: Mile Post 9 on Yaquina Bay Road (Lincoln County)
- Leg 13 ends: Sawyer's Landing (Dion Blake)
- Leg 14 ends: Rogue Brewery (Rogue, Port of Newport)

Leg	Leg ends at	Leg distance	Total Distance
1	TumTum Road	4.9	4.9
2	Thompson Gate	3.54	8.44
3	Shotpouch Creek Rd	3.81	12.25
4	Harlan-Burnt Woods Road	3.92	16.17
5	Old Mill	7.1	23.27
6	Mile Post 15	5.9	29.17
7	Rusty Bridge	5.9	35.07
8	Updike Road	4.33	39.4
9	Elk City County Park	4.65	44.05
10	Cannon Quarry Boat Ramp	5.9	49.95
11	Toledo Train Museum	4.05	54
12	Mile Post 9	4.1	58.1
13	Sawyer's Landing	4.86	62.96
14	Rogue Brewery	5.8	68.76

Aid Stations/Potties/Communication/Fire Danger

There will be three portapotties or permanent restrooms at each exchange. Runners will be instructed to NOT use private land or wooded areas to relieve themselves. Each team/solo runner is self-supporting, but basic first aid kits will be at each exchange. Cell phone coverage is spotty, so each exchange will be staffed with a ham radio operator who is in contact with the race director and EMS. Local police, sheriff, and EMS will be informed about the relay. There will be EMS personnel on standby for the relay. There will be a sweeper vehicle checking for injured runners and closing each exchange as the last runner passes. As the relay is during fire season, teams will be instructed to be

cautious about sparks and fire dangers. The race director, sweeper vehicle, and exchanges in wooded areas will be provided with a fire extinguisher and a shovel.

\*For questions, contact Mark Barrett, Race Director, at 503-821-9577 or [Mbarretts@aol.com](mailto:Mbarretts@aol.com).

Updated 2-3-17

# Barrel to Keg Relay Leg 14

## 5.8 Miles

**Exchange:** Rogue Brewery on the South Beach (68.76 total miles)

**Parking:** in the Oregon Coast Aquarium parking lot (see separate finish map)

**Roads:** paved, some hills

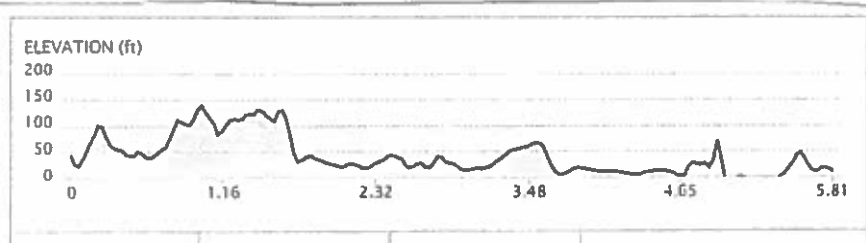
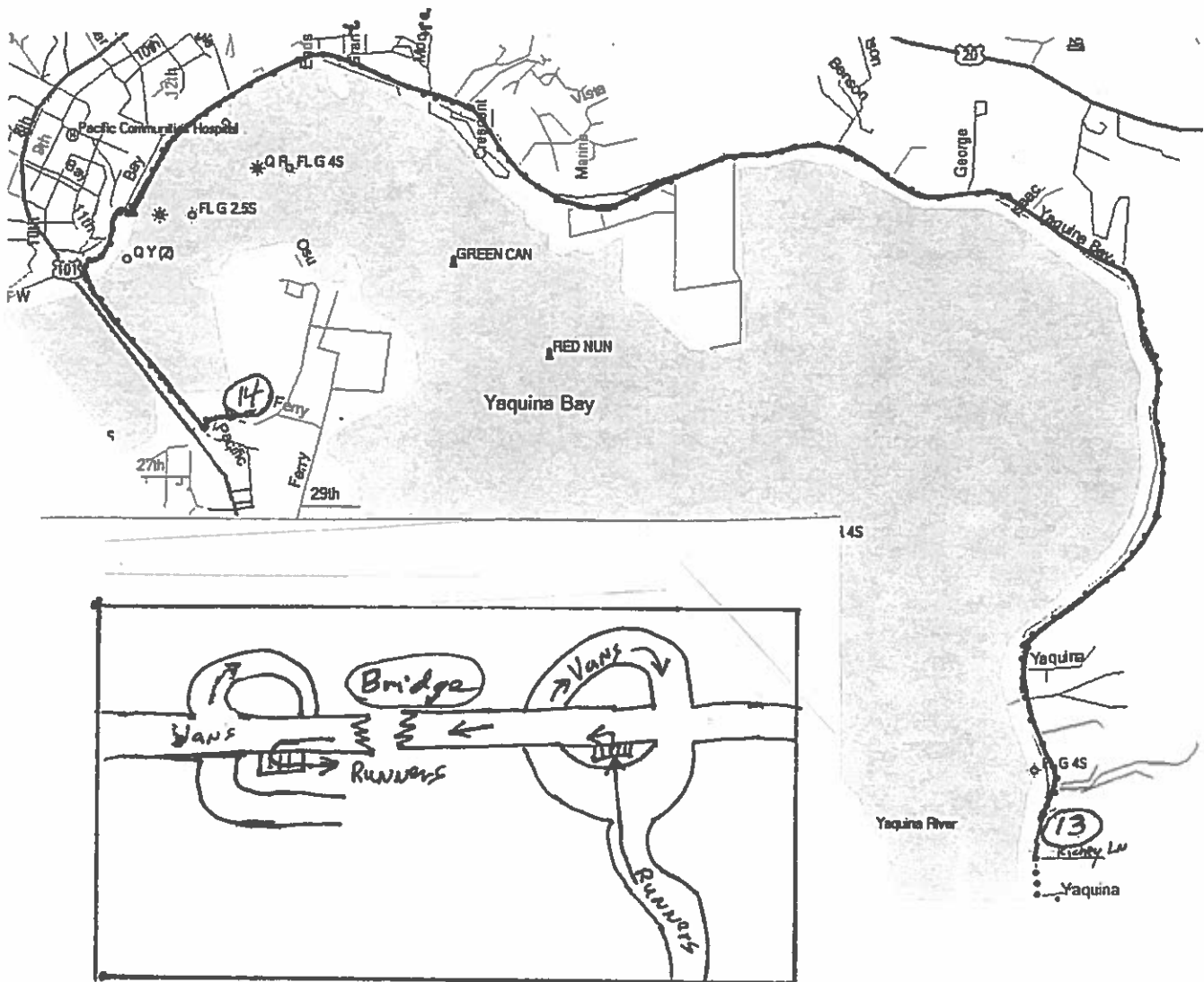
**Notes:** Runners go up and down the stairs on both ends of the bridge. Vehicles go south on Highway 101 to cross the bridge and take the first right after the bridge to get to the Rogue Brewery. Teams should gather in the corral to finish the last 100 yards with their runner.

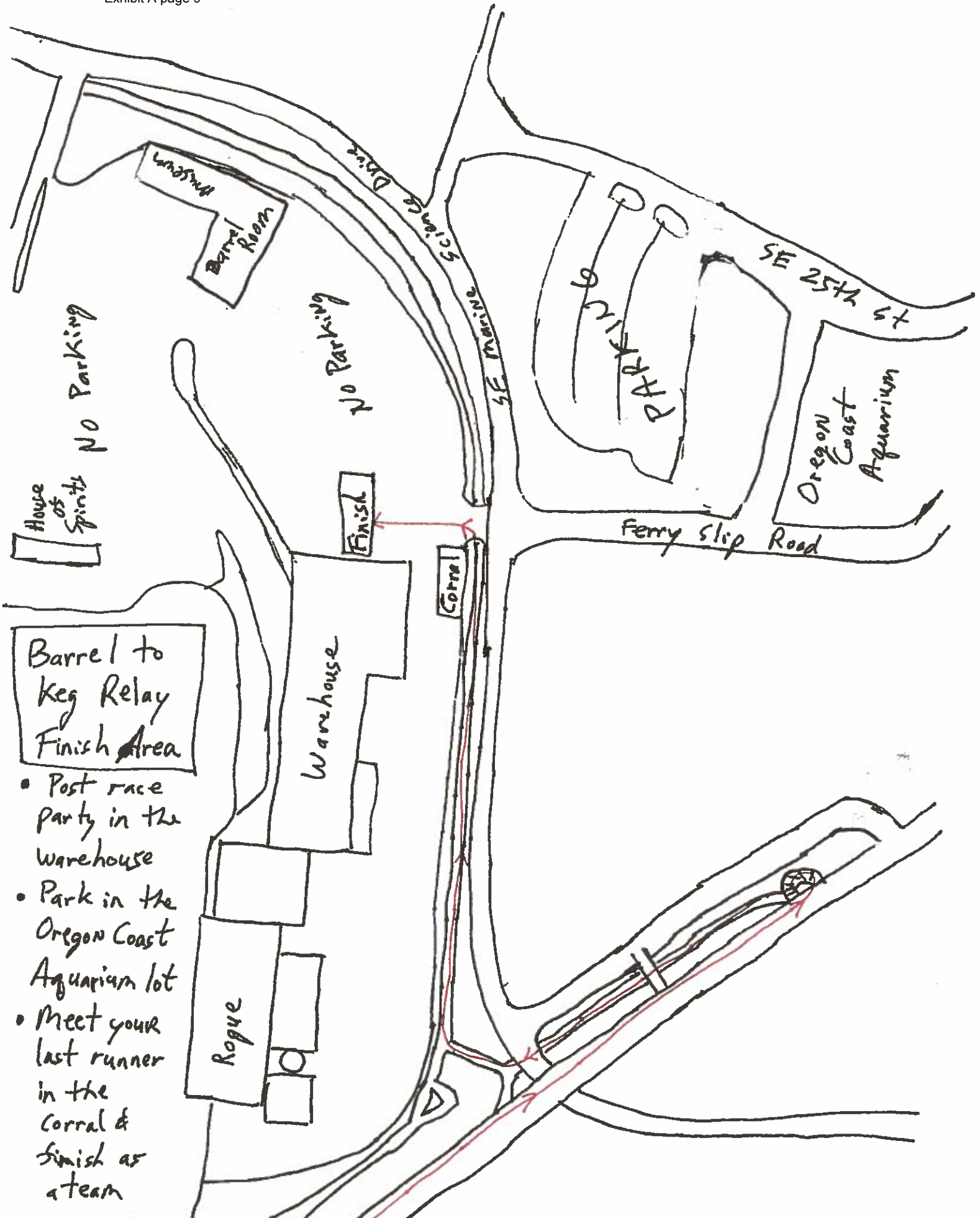
**Landmarks:** mile posts, Yaquina Bay Bridge

**Where to Get Gas and Food:** many locations along Highway 101

**Location:** Rogue Brewery (2320 SE OSU Drive, Newport OR 97365)

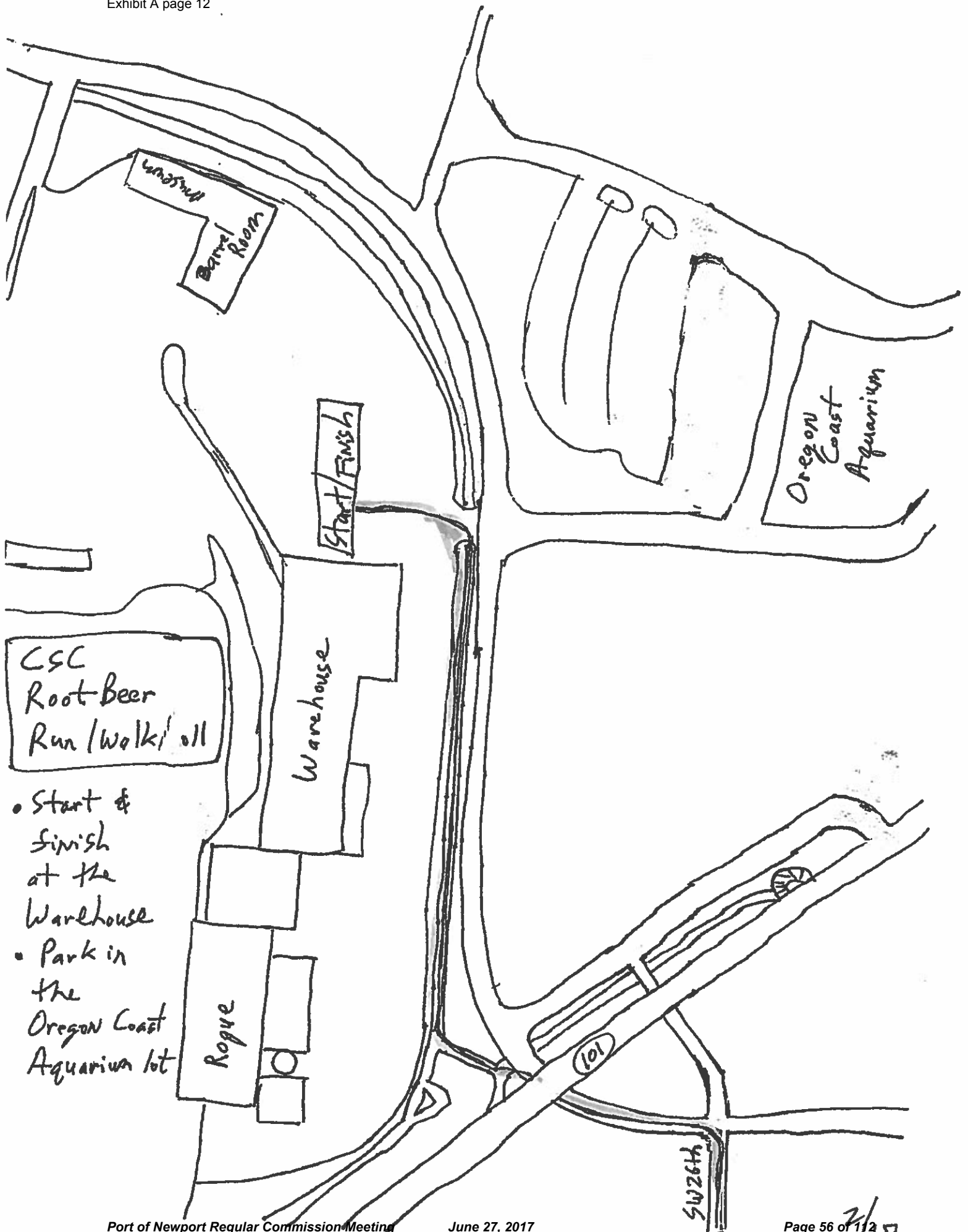
**GPS:** Latitude N 44° 37' 12.6" Longitude W 124° 3' 7.4"





**Barrel to Keg Relay Finish Area**

- Post race party in the warehouse
- Park in the Oregon Coast Aquarium lot
- Meet your last runner in the Corral & finish as a team



CSC  
Root Beer  
Run/Walk/roll

- Start & finish at the Warehouse
- Park in the Oregon Coast Aquarium lot

Start/Finish

Warehouse

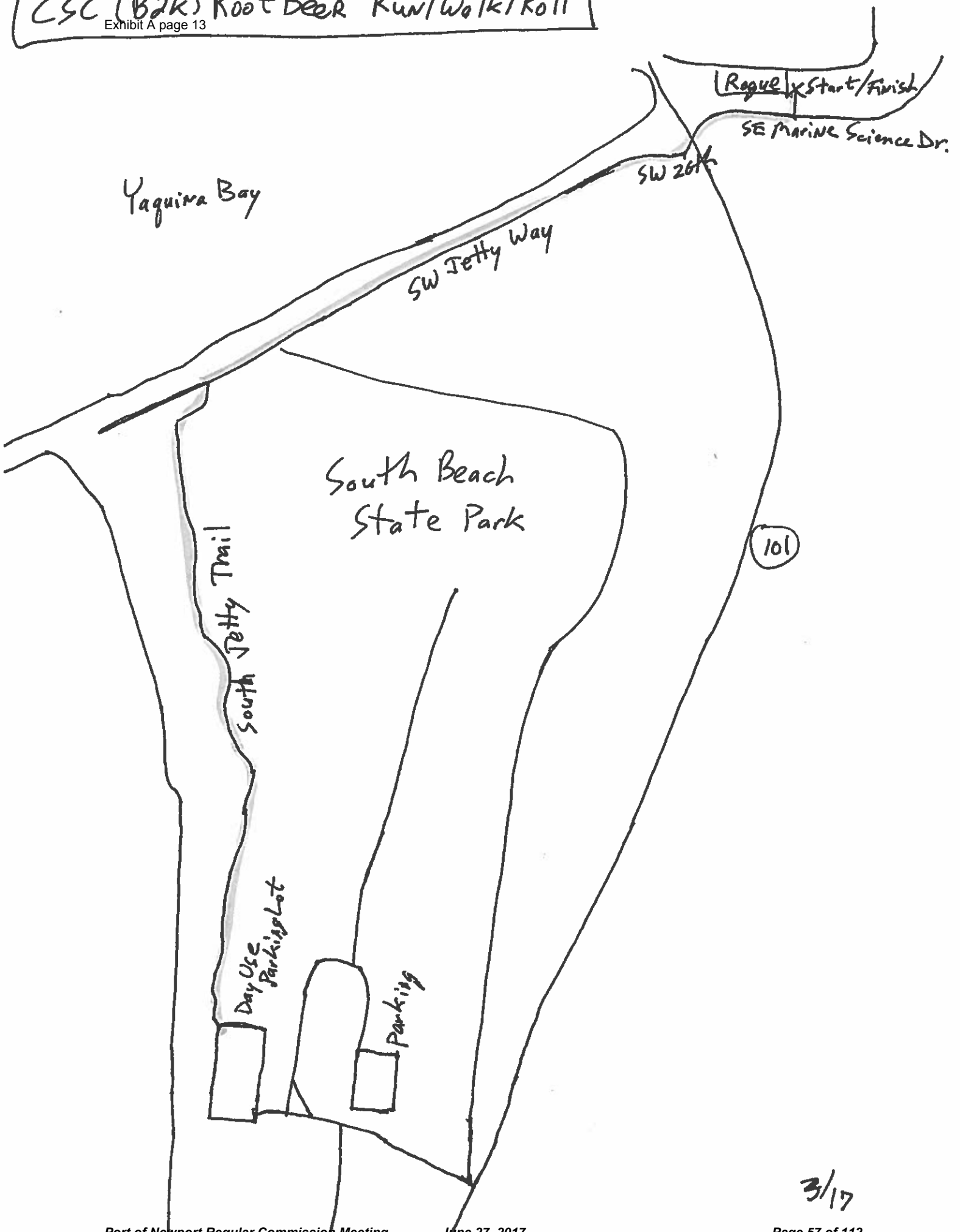
Oregon Coast Aquarium

Rogue

101

SW 26th





3/17



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/14/2016

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

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

<b>PRODUCER</b> Barker-Uerlings Insurance, Inc. 340 NW 5th St P.O. Box 1378 Corvallis OR 97330	<b>CONTACT NAME:</b> Sherri Strandy <b>PHONE (A/C No. Ext):</b> (541) 757-1321 <b>FAX (A/C. No.):</b> (541) 757-1328 <b>E-MAIL ADDRESS:</b> sherri@barkeruerlings.com														
<b>INSURED</b> Community Services Consortium 250 Broadalbin St. Se Suite 2a Albany OR 97321	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: City / County Insurance Services</td> <td></td> </tr> <tr> <td>INSURER B: SAIF Corporation</td> <td style="text-align: center;">36196</td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: City / County Insurance Services		INSURER B: SAIF Corporation	36196	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

**COVERAGES** **CERTIFICATE NUMBER:** CL1661402425 **REVISION NUMBER:**

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

INSUR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		CSCI201600	7/1/2016	7/1/2017	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 15,000,000 PRODUCTS - COMP/OP AGG \$ EMPLOYMENT PRATICES \$ Included
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		CSCI201600	7/1/2016	7/1/2017	COMBINED SINGLE LIMIT (Per accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist BI-single \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE  DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	496533	7/1/2016	7/1/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Barrel to Keg Relay July 16, 2016

\* We will provide updated certificate ASAP. MB

<b>CERTIFICATE HOLDER</b>  Port of Newport Attn: Kevin Greenwood 600 SE Bay Blvd Newport, OR 97365	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  Sherri Strandy/SHST <span style="float: right; font-family: cursive; font-size: 18px;">Sherri Strandy</span>
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KATE BROWN  
Governor

May 17, 2017

Senior Official Performing the Duties of the  
Assistant Secretary of the Army (Civil Works)  
108 Army Pentagon  
Washington, D.C. 20310-0108

Dear Mr. Lamont:

I am writing to request that you use funds allocated by Congress to fund dredging for those Oregon ports that were not included or were underfunded in the President's FY 2017 budget.

The Consolidated Appropriations Act, 2017 (P.L. 115-31) includes additional funding for the US Army Corps of Engineers (USACE) to carry out operation and maintenance dredging of projects that did not receive sufficient funding in the President's budget request or were not funded at all. Several Oregon ports fit these criteria. The following is a list of those projects in Oregon that fall into this category.

Project Name	Additional Capability
Coquille River (Bandon)	\$467,000
Depoe Bay	\$27,000
Port Orford	\$50,000
Rogue River (Gold Beach)	\$800,000
Umpqua River (Reedsport/Salmon Harbor)	\$945,000
Yaquina Bay and Harbor (Newport)	\$893,000

Oregon's ports are vital to my state's economy. They support commercial and recreational fishing; seafood processing; export of forest, agricultural, and other commodities; as well as outdoor recreation and tourism activities. One in six Oregon jobs is directly or indirectly tied to activities at Oregon ports, and these jobs have contributed over \$4.5 billion in wages to the states' economy.

In the recent past, most of Oregon's ports were underfunded or simply zeroed out in Administration budget requests to Congress. My state worked hard with Oregon's congressional delegation to get a provision included in the Water Resources Reform and Development Act (P.L. 113-121) to ensure a portion of annual Harbor Maintenance Tax revenue be used for

Mr. Lamont  
May 17, 2017  
Page 2

dredging and jetty maintenance at “emerging harbors,” which are defined as ports and harbors that transit less than 1,000,000 tons of commerce annually. We also supported a provision in the 2016 Water Resources Development Act (S. 2848) that established a three-year extension of the set-aside of the Harbor Maintenance Trust Fund for small ports.

I am appreciative of the USACE’s efforts to ensure small and deep draft ports are properly maintained and dredged. These ports are critical for to the economy, safety, transportation, and recreational needs of my state. I encourage you to use a portion of the funding pots to fund maintenance needs at these ports. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Kate Brown" with a long horizontal flourish extending to the right.

Governor Kate Brown

KB: ejh



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

June 14, 2017

Chief Robert Murphy  
Newport Fire Department  
Newport, Oregon 97365

RE: Support for City of Newport Rapid Response Vessel Grant Application

Chief Murphy,

Please accept this letter as support for the City of Newport's application for a Rapid Response Vessel Grant. The grant will be used for acquiring a fire boat to be located in Yaquina Bay.

I am very supportive of the Fire Department's effort to bring a fire boat to Yaquina Bay. There is approximately \$1-billion in commercial fishing vessel assets, \$500-million in port commercial fishing dock infrastructure, and millions of dollars of privately held buildings, personal property and other assets on the Port's bay front.

Annual moorage for this type of vessel would cost between \$1500 and \$2500 and the Port is willing to work with the City to find moorage for the fire boat or to help facilitate a dock extension to accommodate the new addition to the boat basin.

I wish you the best of luck on the application. Please keep us posted on the progress.

Sincerely,

Kevin M. Greenwood  
General Manager

cc: Port Commission





**Operating Fund**

**May 16, 2017 through June 15, 2017**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
05/18/2017	39001	Chase - Visa	Conference registration and travel, battery backups, water heaters, operating and office supplies	5,392.71
05/25/2017	39002	Alsco	Floor mats and towel rental	300.80
05/25/2017	39003	Associated Supply Company	Printer ink cartridges	220.08
05/25/2017	39004	Business Oregon - OBDD	Debt service	7,800.00
05/25/2017	39005	Cardinal Services	Wages for temp services	1,610.83
05/25/2017	39006	Century Link	Telephone	397.04
05/25/2017	39007	Coast Crane Company	Repairs - Grove crane	4,503.52
05/25/2017	39008	Coastal Marine & Hydraulics	Rebuild hydraulic cylinder	789.60
05/25/2017	39009	Dahl & Dahl	Trash disposal	226.03
05/25/2017	39010	Design Space	Modular office rentals	217.00
05/25/2017	39011	Fastenal Company	Operating supplies	122.57
05/25/2017	39012	G & K Floors	Janitorial services	4,050.00
05/25/2017	39013	Kelly Printing Supplies	Printer ink cartridges	500.95
05/25/2017	39014	Employee	Reimbursement for fuel	63.62
05/25/2017	39015	NW Natural	Gas - SB	196.09
05/25/2017	39016	Pacific Habitat Services	Update monitoring report - NIT	454.00
05/25/2017	39017	Runions Construction	Parking lot striping - MUA	2,800.00
05/25/2017	39018	Shawn Boling	SB RV Park refund	10.51
05/25/2017	39019	Special Districts Insurance Services	Monthly health-dental-life insurance	11,612.26
05/25/2017	39020	Toyota Industries Commercial Finance	Forklift leases	1,044.20
05/25/2017	39021	Cash & Carry	Office and cleaning supplies	140.10
05/25/2017	39022	Valley Fire Control	Annual inspection and service	204.75
05/25/2017	39023	Verizon Wireless	Port cell phones	308.02
06/02/2017	39024	Employee	Mid-month draw	650.00
06/12/2017	39025	Employee	Net pay - 6/5/17 payroll	1,184.46
06/13/2017	39026	AAMCO	Transmission repair - 2010 Ford F150	3,000.00
06/13/2017	39027	Alan Brown Tire Center	Replacement tires and casters	1,547.43
06/13/2017	39028	Alsco	Floor mats and towel rental	331.91
06/13/2017	39029	Alsea Bay Power Products	Equipment repairs, operating supplies	203.29
06/13/2017	39030	Barrelhead Supply	Operating supplies	257.30
06/13/2017	39031	Bergerson Construction	PD5 pile replacement construction - 5% retention	19,175.34
06/13/2017	39032	VOID		0.00
06/13/2017	39033	Carol Corwin	Parking permit sign	30.00
06/13/2017	39034	Carson Oil	Fuel	110.44
06/13/2017	39035	Century Link	Telephone	389.64



**Operating Fund**

**May 16, 2017 through June 15, 2017**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
06/13/2017	39036	CenturyLink - Business Service	Telephone	34.18
06/13/2017	39037	Chase - Visa	Small tools, electrical and operating supplies, office supplies	2,635.91
06/13/2017	39038	City of Newport Room Tax	Transient room tax - May 2017	8,337.09
06/13/2017	39039	Coast Range Equipment & Repair	20 horsepower motor for #3 hoist	1,582.00
06/13/2017	39040	Coastal Paper & Supply	Paper products and cleaning supplies	2,483.63
06/13/2017	39041	Coastal Refrigeration	Replace gas valve on shop heater	737.73
06/13/2017	39042	Creative Landscape & Maintenance	Landscape maintenance	495.00
06/13/2017	39043	Cynthia Anderson	SB Marina refund	223.82
06/13/2017	39044	Dahl & Dahl	Trash disposal	632.61
06/13/2017	39045	Design Space	Modular office rentals	877.00
06/13/2017	39046	Direct TV	Cable - RV parks	1,306.09
06/13/2017	39047	Eggleton Machining	Equipment supplies	100.00
06/13/2017	39048	Englund Marine Supply	Underwater camera, operating supplies	764.93
06/13/2017	39049	Fastenal Company	Operating supplies	85.56
06/13/2017	39050	Fred Meyer Customer Charges	Operating supplies	39.96
06/13/2017	39051	Harbor Linen	Shower curtains	287.52
06/13/2017	39052	James Vinton	SB Marina refund	854.96
06/13/2017	39053	LazerQuick	Office supplies	166.85
06/13/2017	39054	Lincoln County Public Works	Fuel	476.08
06/13/2017	39055	MacPherson Gintner & Diaz	Professional services	6,916.25
06/13/2017	39056	National Photocopy Corporation	Server and IT support	673.82
06/13/2017	39057	Neofunds by Neopost	Postage	400.00
06/13/2017	39058	Neopost USA	Postage machine rental	149.85
06/13/2017	39059	Newport Marine & RV Service	Throttle cable for skiff	72.27
06/13/2017	39060	North Coast Electric Company	Electrical supplies for pedestals on docks	340.10
06/13/2017	39061	OR Dept of Administrative Services	Surplus tools	31.00
06/13/2017	39062	Oregon DMV	Vehicle records	6.00
06/13/2017	39063	Pioneer Printing	Office supplies	228.65
06/13/2017	39064	Pioneer Telephone Cooperative	Telephone	226.30
06/13/2017	39065	Platt	Electrical supplies	14.94
06/13/2017	39066	Power Motors	Vehicle repairs and maintenance	198.48
06/13/2017	39067	Road & Driveway Co	Lot sweeping - NIT	432.25
06/13/2017	39068	Robert Livesay	SB RV Park guest reimbursement	42.99
06/13/2017	39069	Suburban Propane	Propane	164.00
06/13/2017	39070	T & L Septic & Chemical Toilet Service	Chemical toilet rental	1,139.70





**Operating Fund**

**May 16, 2017 through June 15, 2017**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
06/13/2017	39071	TCB Security Services	Monthly security contract	6,516.00
06/13/2017	39072	Thompson's Sanitary Service	Trash disposal	5,771.55
06/13/2017	39073	Trevillian Construction	Rebuild sliding door, finish siding on shop - CM	2,000.00
06/13/2017	39074	ULINE	Operating supplies	179.03
06/13/2017	39075	Cash & Carry	Office supplies	47.16
06/13/2017	39076	US Bank	GO Bonds 2011 administration fees	450.00
06/13/2017	39077	Voya (State of Oregon Plan)	Monthly employee contributions	100.00
06/13/2017	39078	Xerox Corporation	Copier lease	434.99
06/13/2017	39079	Yaquina Bay Communications	Advertising	150.00
06/13/2017	39080	Business Oregon - IFA	Debt service	218,211.65
06/13/2017	39081	Business Oregon - IFA	Debt service	4,463.00
06/15/2017	39082	Employee	Mid-month draw	650.00
06/15/2017	39083	Employee	Mid-month draw	450.00
06/15/2017	39084	Employee	Mid-month draw	500.00
06/15/2017	39085	Employee	Mid-month draw	500.00
06/15/2017	39086	Employee	Mid-month draw	600.00
06/15/2017	39087	Employee	Mid-month draw	300.00
06/15/2017	39088	Employee	Mid-month draw	475.00
06/15/2017	39089	Employee	Mid-month draw	650.00
06/15/2017	39090	Employee	Mid-month draw	1,500.00
06/15/2017	39091	City of Newport	Water - G & H Docks	174.55
<b>Total</b>				<b>347,124.94</b>



**NOAA Fund**

**May 16, 2017 through June 15, 2017**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
05/18/2017	13161	Central Lincoln PUD	Electricity	474.58
05/18/2017	13162	Chase-Visa	AC pump	140.63
05/18/2017	13163	Pioneer Telephone Cooperative	Telephone	239.94
05/18/2017	13164	Thompsons Sanitary Service	April service	350.85
05/25/2017	13165	Coastal Refrigeration Heating & AC	Service call - replace drinking fountain	1,829.25
05/25/2017	13166	Special Districts Insurance Services	Monthly health-dental-life insurance	648.63
05/25/2017	13167	Standard & Poor's	Annual surveillance fee - revenue bond	10,000.00
05/25/2017	13168	Ultimate Pest Control	Pest control	125.00
05/25/2017	13169	Verizon Wireless	Phone charges and mifi	26.39
06/13/2017	13170	Chase-Visa	MERV 13 filters	655.49
06/13/2017	13171	Newport Rental Service	Scissor lift rental	196.00
06/13/2017	13172	Pacific Habitat Services	Biological consulting services	612.25
06/13/2017	13173	Pioneer Telephone Cooperative	Telephone	239.94
06/13/2017	13174	Portland Bolt & Manufacturing	A36 rods and freight	2,362.25
06/13/2017	13175	Power Motors	Regular maintenance - 2008 Ford Ranger	73.49
06/13/2017	13176	TCB Security Services	Elevator phone monitoring	20.00
06/13/2017	13177	Thompsons Sanitary Service	May service	345.60
<b>Total</b>				<b>18,340.29</b>



**Construction Fund**  
**May 16, 2017 through June 15, 2017**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
6/13/17	11843	Willamette Fence Company	Mobile fencing - NIT	14,980.00
			<b>Total</b>	<b>14,980.00</b>



**PORT OF NEWPORT  
RESOLUTION 2017-xx**

**A RESOLUTION ADOPTING THE 2017-18 FISCAL YEAR BUDGET, MAKING APPROPRIATIONS,  
LEVYING AND CATEGORIZING THE TAX**

**THE PORT OF NEWPORT BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:**

**Section 1. Adopting the Budget**

The Commission hereby adopts the budget for fiscal year 2017-18 in the sum of ..... \$22,511,394 now on file at the Port District office, 600 SE Bay Blvd., Newport, OR 97365.

**Section 2. Making Appropriations**

Amounts for the fiscal year beginning July 1, 2017 and for the purposes shown below are hereby appropriated:

<table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><b><u>General Operating Fund</u></b></td> </tr> <tr> <td>Personnel Services</td> <td style="text-align: right;">\$ 1,349,370</td> </tr> <tr> <td>Materials &amp; Services</td> <td style="text-align: right;">1,626,550</td> </tr> <tr> <td>Capital Outlay</td> <td style="text-align: right;">197,900</td> </tr> <tr> <td>Debt Service</td> <td style="text-align: right;">732,680</td> </tr> <tr> <td>Transfers Out</td> <td style="text-align: right;">160,000</td> </tr> <tr> <td>Contingency</td> <td style="text-align: right;">100,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>4,166,500</b></td> </tr> <tr> <td>UEFB</td> <td style="text-align: right;">1,251,816</td> </tr> <tr> <td><b>Total Budget</b></td> <td style="text-align: right;"><b>\$ 5,418,316</b></td> </tr> </table> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><b><u>Bonded Debt Fund</u></b></td> </tr> <tr> <td>Debt Service</td> <td style="text-align: right;">\$ 876,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>876,000</b></td> </tr> <tr> <td>UEFB</td> <td style="text-align: right;">-</td> </tr> <tr> <td><b>Total Budget</b></td> <td style="text-align: right;"><b>\$ 876,000</b></td> </tr> </table> <table border="0" style="width: 100%; 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**Section 3. Imposing the Tax**

The Commission hereby imposes the following ad valorem property taxes upon the assessed value of all taxable property within the district for tax year 2017-18:

- (A) At the rate of \$0.0609 per \$1,000 of assessed value for the permanent tax rate; and
- (B) In the amount of \$1,000,000 for debt service on general obligation bonds.

**Section 4. Categorizing the Tax**

The taxes imposed in Section 3, above, are hereby categorized for purposes of Article XI section 11b as:

- (A) Subject to the General Government Limitation. Permanent Tax Rate ..... \$0.0609/\$1,000
- (B) Excluded from Limitation. General Obligation Bond Debt Service ..... \$1,000,000

**APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS** this 27th day of June, 2017.

ATTEST:

\_\_\_\_\_  
Walter Chuck, President

\_\_\_\_\_  
Patricia Patrick-Joling, Secretary/Treasurer



**Summary of Recommended Changes Since Budget Committee Meeting**

**NOAA Fund  
Budget 2017-2018**

	<u>Original Budget</u>	<u>Change</u>	<u>Amended</u>
Beginning Working Capital	\$ 5,678,779		\$ 5,678,779
<hr/>			
Operating Activity			
Operating Revenues	\$ 2,552,500		\$ 2,552,500
Operating Expenses			
Personnel Services	\$ 82,385		\$ 82,385
Materials and Services	\$ 306,470		\$ 306,470
Debt Service	\$ 2,001,734		\$ 2,001,734
Total Operating Expenses	<u>\$ 2,390,589</u>		<u>\$ 2,390,589</u>
Operating Revenue Over/(Under) Expenses	<u>\$ 161,911</u>		<u>\$ 161,911</u>
<hr/>			
Nonoperating Activity			
Nonoperating Revenues	\$ 500,000		\$ 500,000
Nonoperating Expenses			
Materials and Services	\$ 60,000		\$ 60,000
Capital Outlay	\$ 6,000		\$ 6,000
Interfund Loan to Construction Fund	\$ 500,000		\$ 500,000
Transfer Out to Construction Fund	\$ -	\$ 250,000	\$ 250,000
Contingency	\$ 100,000		\$ 100,000
Total Nonoperating Expenses	<u>\$ 666,000</u>		<u>\$ 916,000</u>
Nonoperating Revenue Over/(Under) Expenses	<u>\$ (166,000)</u>		<u>\$ (416,000)</u>
<hr/>			
Unappropriated Ending Fund Balance	<u>\$ 5,674,690</u>	\$ (250,000)	<u>\$ 5,424,690</u>

Notes:

Funds transferred out will be used for dredging contingency.

These changes fall within the limits allowed by ORS 294.456.

**Summary of Recommended Changes Since Budget Committee Meeting**

**Construction Fund  
Budget 2017-2018**

	<u>Original Budget</u>	<u>Change</u>	<u>Amended</u>
Beginning Working Capital	\$ -		\$ -
<b>Resources</b>			
Interest	\$ 100		\$ 100
Intergovernmental	\$ 4,000,000		\$ 4,000,000
Loan Proceeds	\$ 2,500,000		\$ 2,500,000
Transfers In	\$ 500,000	\$ 250,000	\$ 750,000
Total	<u>\$ 7,000,100</u>		<u>\$ 7,250,100</u>
<b>Appropriations</b>			
Materials and Services	\$ -	\$ 250,000	\$ 250,000
Capital Outlay	\$ 6,500,000		\$ 6,500,000
Transfers Out to NOAA Fund	\$ 500,000		\$ 500,000
Total	<u>\$ 7,000,000</u>		<u>\$ 7,250,000</u>
Unappropriated Ending Fund Balance	<u>\$ 100</u>		<u>\$ 100</u>

Notes:

Funds transferred in will be used for dredging contingency.

These changes fall within the limits allowed by ORS 294.456.



**Summary of Recommended Changes Since Budget Committee Meeting**

**General Operating Fund  
Budget 2017-2018**

	<u>Original Budget</u>	<u>Change</u>	<u>Amended</u>
Beginning Working Capital	<u>\$ 1,572,138</u>		<u>\$ 1,572,138</u>
<hr/>			
Operating Activity			
Operating Revenues	\$ 3,524,178		<u>\$ 3,524,178</u>
Operating Expenses			
Personnel Services	\$ 1,349,370		\$ 1,349,370
Materials and Services	\$ 1,541,550		\$ 1,541,550
Debt Service	<u>\$ 708,680</u>	\$ 24,000	<u>\$ 732,680</u>
Total Operating Expenses	<u>\$ 3,599,600</u>		<u>\$ 3,623,600</u>
Operating Revenue Over/(Under) Expenses	<u>\$ (75,422)</u>		<u>\$ (99,422)</u>
<hr/>			
Nonoperating Activity			
Nonoperating Revenues	\$ 226,000	\$ 96,000	<u>\$ 322,000</u>
Nonoperating Expenses			
Materials and Services	\$ 85,000		\$ 85,000
Capital Outlay	\$ 101,900	\$ 96,000	\$ 197,900
Contingency	\$ 100,000		\$ 100,000
Transfer Out to Facility Maint. Reserve	\$ 160,000		\$ 160,000
Total Nonoperating Expenses	<u>\$ 446,900</u>		<u>\$ 542,900</u>
Nonoperating Revenue Over/(Under) Expenses	<u>\$ (220,900)</u>		<u>\$ (220,900)</u>
<hr/>			
Unappropriated Ending Fund Balance	<u><u>\$ 1,275,816</u></u>	\$ (24,000)	<u><u>\$ 1,251,816</u></u>

Notes:

All changes are related to the acquisition of two replacement forklifts.

Nonoperating revenues increased \$96,000 to estimate proceeds from the leases for the forklifts. The corresponding increase to appropriated Capital Outlay will be used to acquire the forklifts.

Debt service increased \$24,000 to estimate requirements for the first year's debt service on the leases. This change was offset by reducing the Unappropriated Ending Fund Balance by \$24,000.

These changes fall within the limits allowed by ORS 294.456.



**FORM  
LB-10**

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS  
NOAA LEASE REVENUE FUND**

**Port of Newport**

	Historical Data			NOAA LEASE REVENUE FUND RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
				RESOURCES				
1				1. Cash on hand * (cash basis), or				1
2	5,551,754	5,565,928	5,565,928	2. Net working capital (accrual basis)	5,678,779	5,678,779	5,678,779	2
3				3. Previously levied taxes estimated to be received				3
4	10,651	10,572	10,500	4. Interest	10,500	10,500	10,500	4
5				5. Transfers IN, from Construction Fund	500,000	500,000	500,000	5
6	2,537,310	2,541,138	2,542,000	6. Lease revenue	2,542,000	2,542,000	2,542,000	6
7	-	14,845	-	7. Grants and other				7
8				8. Revenue bond proceeds				8
9	8,099,715	8,132,483	8,118,428	9. Total resources, except taxes to be levied	8,731,279	8,731,279	8,731,279	9
10				10. Taxes estimated to be received				10
11				11. Taxes collected in year levied				11
<b>12</b>	<b>8,099,715</b>	<b>8,132,483</b>	<b>8,118,428</b>	<b>12. TOTAL RESOURCES</b>	<b>8,731,279</b>	<b>8,731,279</b>	<b>8,731,279</b>	<b>12</b>
				REQUIREMENTS				
1	100,049	97,394	75,759	1. Personnel services (1 FTE)	82,385	82,385	82,385	1
2	239,792	296,786	649,320	2. Materials & services	366,470	366,470	366,470	2
3	267,453	10,090	40,000	3. Capital outlays	6,000	6,000	6,000	3
4	2,000,434	1,999,434	1,997,335	4. Debt service	2,001,734	2,001,734	2,001,734	4
5	-	-	100,000	5. Contingency	100,000	100,000	100,000	5
6	218,870	-	2,000,000	6. Transfers OUT, to Construction Fund	500,000	500,000	750,000	6
7				7				7
8				8				8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15	5,273,117	5,728,779		15. Ending balance (prior years)				15
16			3,256,014	16. UNAPPROPRIATED ENDING FUND BALANCE	5,674,690	5,674,690	5,424,690	16
<b>17</b>	<b>8,099,715</b>	<b>8,132,483</b>	<b>8,118,428</b>	<b>17. TOTAL REQUIREMENTS</b>	<b>8,731,279</b>	<b>8,731,279</b>	<b>8,731,279</b>	<b>17</b>

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS  
CONSTRUCTION FUND**

**Port of Newport**

	Historical Data			<b>CONSTRUCTION FUND RESOURCES AND REQUIREMENTS</b>	Budget for Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
				<b>RESOURCES</b>				
1				1. Cash on hand * (cash basis), or				1
2	750,804	183,267	75,000	2. Net working capital (accrual basis)	-	-	-	2
3				3. Previously levied taxes estimated to be received				3
4	1,253	376	100	4. Interest	100	100	100	4
5			2,000,000	5. Transfers IN, from NOAA Fund	500,000	500,000	750,000	5
6				6. Bond proceeds				6
7				7. Loan proceeds	2,500,000	2,500,000	2,500,000	7
8	193,108	-	-	8. Intergovernmental	4,000,000	4,000,000	4,000,000	8
9	945,165	183,643	2,075,100	9. Total esources, except taxes to be levied	7,000,100	7,000,100	7,250,100	9
10				10. Taxes estimated to be received				10
11				11. Taxes collected in year levied				11
<b>12</b>	<b>945,165</b>	<b>183,643</b>	<b>2,075,100</b>	<b>12. TOTAL RESOURCES</b>	<b>7,000,100</b>	<b>7,000,100</b>	<b>7,250,100</b>	<b>12</b>
				<b>REQUIREMENTS</b>				
1	-	-	-	1. Materials and services	-	-	250,000	1
2	761,898	79,414	2,050,100	2. Capital outlays	6,500,000	6,500,000	6,500,000	2
3	-	25,000	25,000	3. Transfers OUT, to NOAA Fund	500,000	500,000	500,000	3
4				4				4
5				5				5
6				6				6
7				7				7
8				8				8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15	183,267	79,229		15. Ending balance (prior years)				15
16				16. <b>UNAPPROPRIATED ENDING FUND BALANCE</b>	100	100	100	16
<b>17</b>	<b>945,165</b>	<b>183,643</b>	<b>2,075,100</b>	<b>17. TOTAL REQUIREMENTS</b>	<b>7,000,100</b>	<b>7,000,100</b>	<b>7,250,100</b>	<b>17</b>

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM**

**LB-11**

This fund is authorized and established by resolution / ordinance number 5-1998 on June 23, 1998 for the following specified purpose: repair and replace Port infrastructure and facilities.

**RESERVE FUND  
RESOURCES AND REQUIREMENTS  
FACILITIES MAINTENANCE RESERVE**

This reserve fund will be reviewed to be continued or abolished. Date can not be more than 10 years after establishment. Review Year: Reviewed in 2008 - Next review 2018

**Port of Newport**

	Historical Data			FACILITIES MAINTENANCE RESERVE RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
				<b>RESOURCES</b>				
1				1. Cash on hand* (cash basis) or				1
2	166,596	48,378	85,000	2. Net working capital (accrual basis)	75,500	75,500	75,500	2
3				3. Previously levied taxes estimated to be received				3
4	140	185	125	4. Interest	199	199	199	4
5	-	125,000	85,000	5. Transfers IN, from General Operating Fund	160,000	160,000	160,000	5
6				6. Loan income				6
7				7. Grants				7
8				8				8
9	166,736	173,563	170,125	9. Total resources, except taxes to be levied	235,699	235,699	235,699	9
10				10. Taxes estimated to be received				10
11	-			11. Taxes collected in year levied				11
<b>12</b>	<b>166,736</b>	<b>173,563</b>	<b>170,125</b>	<b>12. TOTAL RESOURCES</b>	<b>235,699</b>	<b>235,699</b>	<b>235,699</b>	<b>12</b>
				<b>REQUIREMENTS</b>				
1	118,358	-	-	1. Materials & service				1
2	-	99,785	120,125	2. Capital outlay	177,699	177,699	177,699	2
3				3. Contingency	8,000	8,000	8,000	3
4				4				4
5				5				5
6				6				6
7				7				7
8				8				8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15 Ending balance (prior years)				15
16	48,378	73,778	50,000	16. RESERVED FOR FUTURE EXPENDITURE	50,000	50,000	50,000	16
<b>17</b>	<b>166,736</b>	<b>173,563</b>	<b>170,125</b>	<b>17. TOTAL REQUIREMENTS</b>	<b>235,699</b>	<b>235,699</b>	<b>235,699</b>	<b>17</b>

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

\*Includes Unappropriated Balance budgeted last year  
June 27, 2017

**FORM  
LB-20**

**RESOURCES  
GENERAL OPERATING FUND**

**Port of Newport**

	Historical Data			Resources	Budget for Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
1				1. Available cash on hand* (cash basis) or				1
2	920,659	1,415,035	1,615,035	2. Net working capital (accrual basis)	1,572,138	1,572,138	1,572,138	2
3	3,818	3,922	7,100	3. Previously levied taxes estimated to be received	7,100	7,100	7,100	3
4	5,282	6,850	4,000	4. Interest	5,000	5,000	5,000	4
5				5. Transfers IN, from other funds				5
6				6. <b>OTHER RESOURCES</b>				6
7	601,745	611,004	616,081	7. Leases	665,178	665,178	665,178	7
8	74,750	94,570	80,000	8. International Terminal moorage	100,000	100,000	100,000	8
9				9. International Terminal shipping				9
10	216,075	282,143	205,000	10. International Terminal services	278,000	278,000	278,000	10
11				11. ILWU labor	10,000	10,000	10,000	11
12	435,304	456,691	440,000	12. Bayfront moorage	460,000	460,000	460,000	12
13	286,131	279,284	251,000	13. Bayfront marina services	324,000	324,000	324,000	13
14	666,939	669,626	655,000	14. South Beach moorage	700,000	700,000	700,000	14
15	15,043	12,610	14,000	15. Liveaboard revenue	14,000	14,000	14,000	15
16	70,194	73,596	70,000	16. Launch ramp revenue	70,000	70,000	70,000	16
17	688,922	767,746	700,000	17. RV park space rentals	830,000	830,000	830,000	17
18	52,482	-	54,000	18. Transient room tax				18
19				19. Marina & RV Park online booking				19
20				20. RV utility surcharge				20
21	46,877	97,597	47,000	21. Miscellaneous revenue	71,000	71,000	71,000	21
22	22,874	1,800	168,000	22. Grants and other	122,500	122,500	122,500	22
23		1,298	2,000	23. Property and dredge sales	2,000	2,000	2,000	23
24				24. Loan proceeds	-	-	96,000	24
25				25. Intergovernmental				25
26				26				26
27				27				27
28				28				28
29	4,107,095	4,773,772	4,928,216	29. Total resources, except taxes to be levied	5,230,916	5,230,916	5,326,916	29
30			87,400	30. Taxes estimated to be received	91,400	91,400	91,400	30
31	93,985	96,318		31. Taxes collected in year levied				31
32	<b>4,201,080</b>	<b>4,870,090</b>	<b>5,015,616</b>	<b>32. TOTAL RESOURCES</b>	<b>5,322,316</b>	<b>5,322,316</b>	<b>5,418,316</b>	32

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**REQUIREMENTS SUMMARY  
GENERAL OPERATING FUND**

**Port of Newport**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
				PERSONNEL SERVICES				
1	930,655	1,040,549	1,260,616	1	1,349,370	1,349,370	1,349,370	1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7	<b>930,655</b>	<b>1,040,549</b>	<b>1,260,616</b>	<b>7. TOTAL PERSONNEL SERVICES</b>	<b>1,349,370</b>	<b>1,349,370</b>	<b>1,349,370</b>	<b>7</b>
8			<b>22.5</b>	<b>8. Total full-time equivalent (FTE)</b>	<b>22.0</b>	<b>22.0</b>	<b>22.0</b>	<b>8</b>
				MATERIALS AND SERVICES				
9	1,238,707	1,198,189	1,420,200	9. Operating	1,541,550	1,541,550	1,541,550	9
10	13,874	1,800	45,000	10. Non-operating	85,000	85,000	85,000	10
11				11				11
12				12				12
13				13				13
14				14				14
15	<b>1,252,581</b>	<b>1,199,989</b>	<b>1,465,200</b>	<b>15. TOTAL MATERIALS AND SERVICES</b>	<b>1,626,550</b>	<b>1,626,550</b>	<b>1,626,550</b>	<b>15</b>
				CAPITAL OUTLAY				
16	23,660	13,427	20,000	16. Equipment and vehicles	95,000	95,000	191,000	16
17	-	6,918	300,000	17. Docks and piers	-	-	-	17
18	-	-	180,000	18. Buildings and property	6,900	6,900	6,900	18
19				19				19
20				20				20
21				21				21
22	<b>23,660</b>	<b>20,345</b>	<b>500,000</b>	<b>22. TOTAL CAPITAL OUTLAY</b>	<b>101,900</b>	<b>101,900</b>	<b>197,900</b>	<b>22</b>
23	579,149	637,069	684,934	23. Debt service	708,680	708,680	732,680	23
24		100,000	60,000	24. Transfers OUT, to Facilities Maint. Reserve Fund	160,000	160,000	160,000	24
25				25				25
26	<b>579,149</b>	<b>737,069</b>	<b>744,934</b>	<b>26. Total Debt Service and Transfers</b>	<b>868,680</b>	<b>868,680</b>	<b>892,680</b>	<b>26</b>
27			<b>100,000</b>	<b>27. OPERATING CONTINGENCY</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>27</b>
28	1,415,035	1,872,138		28. Ending balance (prior years)				28
29		-	<b>944,866</b>	<b>29. UNAPPROPRIATED ENDING FUND BALANCE</b>	<b>1,275,816</b>	<b>1,275,816</b>	<b>1,251,816</b>	<b>29</b>
30	<b>4,201,080</b>	<b>4,870,090</b>	<b>5,015,616</b>	<b>30. TOTAL REQUIREMENTS</b>	<b>5,322,316</b>	<b>5,322,316</b>	<b>5,418,316</b>	<b>30</b>

**DETAILED REQUIREMENTS**  
**GENERAL OPERATING FUND**

Port of Newport

	Historical Data			PERSONNEL SERVICES	Number of Employees	Range*	Budget for Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16								
1			895,554	1. Salaries and wages	22.5 FTE	10.25-58.45	931,603	931,603	931,603	1
2			71,570	2. Federal payroll taxes			71,268	71,268	71,268	2
3			21,168	3. Unemployment			20,417	20,417	20,417	3
4			65,455	4. Worker's compensation			65,191	65,191	65,191	4
5			170,704	5. Employee health insurance			184,127	184,127	184,127	5
6			15,500	6. Health reimbursement arrangement			18,500	18,500	18,500	6
7			16,665	7. PERS			53,614	53,614	53,614	7
8			4,000	8. Miscellaneous			4,650	4,650	4,650	8
9	930,655	1,040,549		9						9
10				10						10
11				11						11
12				12						12
13				13						13
14				14						14
15				15						15
16				16						16
17				17						17
18				18						18
19				19						19
20				20						20
21				21						21
22				22						22
23				23						23
24				24						24
25				25						25
26				26						26
27				27						27
28				28						28
29				29						29
30				30						30
31	930,655	1,040,549	1,260,616	<b>31. TOTAL PERSONNEL SERVICES</b>			1,349,370	1,349,370	1,349,370	31
32				32						32
<b>33</b>	<b>930,655</b>	<b>1,040,549</b>	<b>1,260,616</b>	<b>33 TOTAL</b>			<b>1,349,370</b>	<b>1,349,370</b>	<b>1,349,370</b>	<b>33</b>



**DETAILED REQUIREMENTS**  
**GENERAL OPERATING FUND**

Port of Newport

	Historical Data			MATERIALS & SERVICES	Budget for Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
1			169,200	1. Insurance	172,300	172,300	172,300	1
2			57,000	2. Professional services	58,000	58,000	58,000	2
3			24,500	3. Marketing and promotion	25,000	25,000	25,000	3
4			20,150	4. Dues and subscriptions	22,300	22,300	22,300	4
5			9,500	5. Employee education	25,100	25,100	25,100	5
6			14,700	6. Travel	15,500	15,500	15,500	6
7			49,800	7. Office expenses	57,100	57,100	57,100	7
8			40,500	8. Bank fees	41,000	41,000	41,000	8
9			11,300	9. Licenses and permits	12,000	12,000	12,000	9
10			463,400	10. Utilities	507,850	507,850	507,850	10
11			246,950	11. Contracted services	256,200	256,200	256,200	11
12			116,300	12. Repairs and maintenance	190,700	190,700	190,700	12
13			19,900	13. Equipment and small tools	16,800	16,800	16,800	13
14			77,000	14. Operating supplies and fuel	83,700	83,700	83,700	14
15			-	15. Shipping	7,000	7,000	7,000	15
16			100,000	16. Building and land leases	51,000	51,000	51,000	16
17			45,000	17. Grants and other	85,000	85,000	85,000	17
18	1,252,581	1,040,549		18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29				29				29
30				30				30
31	1,252,581	1,040,549	1,465,200	<b>31. TOTAL MATERIALS &amp; SERVICES</b>	<b>1,626,550</b>	<b>1,626,550</b>	<b>1,626,550</b>	<b>31</b>
32				32				32
<b>33</b>	<b>1,252,581</b>	<b>1,040,549</b>	<b>1,465,200</b>	<b>33. TOTAL</b>	<b>1,626,550</b>	<b>1,626,550</b>	<b>1,626,550</b>	<b>33</b>

**BONDED DEBT  
RESOURCES AND REQUIREMENTS  
BONDED DEBT FUND**

Bond Debt Payments are for:

- Revenue Bonds or  
 General Obligation Bonds

Port of Newport

	Historical Data			DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-18				
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2014-15	First Preceding Year 2015-16							
				<b>Resources</b>					
1				1. Beginning cash on hand (cash basis), or				1	
2	120,592	166,326	-	2. Net working capital (accrual basis)	-	-	-	2	
3			22,000	3. Previously levied taxes to be received	25,000	25,000	25,000	3	
4	963	1,031	700	4. Interest	1,000	1,000	1,000	4	
5				5. Transfers IN, from other funds				5	
6	-	8,351,839	-	6. Proceeds from refunding bonds				6	
7	121,555	8,519,196	22,700	7. Total resources, except taxes to be levied	26,000	26,000	26,000	7	
8			903,123	8. Taxes estimated to be received *	850,000	850,000	850,000	8	
9	962,344	973,055		9. Taxes collected in year levied				9	
<b>10</b>	<b>1,083,899</b>	<b>9,492,251</b>	<b>925,823</b>	<b>10. TOTAL RESOURCES</b>	<b>876,000</b>	<b>876,000</b>	<b>876,000</b>	<b>10</b>	
				<b>Requirements</b>					
				Bond Principal Payments					
				Bond Issue	Budgeted Payment Date				
1	115,000	120,000	125,000	1. 2007	January 1	-	-	-	1
2	110,000	115,000	120,000	2. 2008	January 1	125,000	125,000	125,000	2
3	60,000	65,000	65,000	3. 2011	January 1	65,000	65,000	65,000	3
4	-	-	-	4. 2016	January 1	135,000	135,000	135,000	4
5	285,000	300,000	310,000	5. <b>Total Principal</b>		325,000	325,000	325,000	5
				Bond Interest Payments					
				Bond Issue	Budgeted Payment Date				
6	177,978	90,339	170,878	6. 2007	July 1 & January 1	-	-	-	6
7	180,140	93,870	173,340	7. 2008	July 1 & January 1	3,000	3,000	3,000	7
8	274,455	272,580	271,605	8. 2011	July 1 & January 1	271,000	271,000	271,000	8
9	-	-	-	9. 2016	July 1 & January 1	277,000	277,000	277,000	9
10	632,573	456,789	615,823	10. <b>Total Interest</b>		551,000	551,000	551,000	10
				Unappropriated Balance for Following Year By					
				Bond Issue	Projected Payment Date				
11				11.				11	
12				12.				12	
13				13.				13	
14	166,326	387,328		14. Ending balance (prior years)				14	
15				15. <b>Total Unappropriated Ending Fund Balance</b>				15	
16	-	8,348,134	-	16. Payment to refunded bond escrow agent				16	
17				17				17	
18				18				18	
<b>19</b>	<b>1,083,899</b>	<b>9,492,251</b>	<b>925,823</b>	<b>19. TOTAL REQUIREMENTS</b>		<b>876,000</b>	<b>876,000</b>	<b>876,000</b>	<b>19</b>

\*If this form is used for revenue bonds, property tax resources may not be included.

# Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

To assessor of Lincoln County

# FORM LB-50 2017-2018

Check here if this is an amended form.

• Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The Port of Newport has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Lincoln County. The property tax, fee, charge or assessment is categorized as stated by this form.

<b>600 SE Bay Boulevard</b> <small>Mailing Address of District</small>	<b>Newport</b> <small>City</small>	<b>OR</b> <small>State</small>	<b>97365</b> <small>ZIP code</small>	<b>6/20/17</b> <small>Date</small>
<b>Kevin Greenwood</b> <small>Contact Person</small>	<b>General Manager</b> <small>Title</small>	<b>541-265-7758</b> <small>Daytime Telephone</small>	<a href="mailto:kgreenwood@portofnewport.com">kgreenwood@portofnewport.com</a> <small>Contact Person E-Mail</small>	

**CERTIFICATION - You must check one box if your district is subject to Local Budget Law.**

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

**PART I: TOTAL PROPERTY TAX LEVY**

		Subject to General Government Limits Rate -or- Dollar Amount	
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . .	1	0.0609	
2. Local option operating tax . . . . .	2		<b>Excluded from Measure 5 Limits</b> Dollar Amount of Bond Levy
3. Local option capital project tax . . . . .	3		
4. Levy for pension and disability obligations . . . . .	4		
5a. Levy for bonded indebtedness from bonds approved by voters <b>prior</b> to October 6, 2001 . . . . .	5a.		
5b. Levy for bonded indebtedness from bonds approved by voters <b>on or after</b> October 6, 2001 . . . . .	5b.	1,000,000	
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) . . . . .	5c.	<b>1,000,000</b>	

**PART II: RATE LIMIT CERTIFICATION**

6. Permanent rate limit in dollars and cents per \$1,000 . . . . .	6	0.0609
7. Election date when your <b>new district</b> received voter approval for your permanent rate limit . . . . .	7	
8. <b>Estimated</b> permanent rate limit for newly merged/consolidated district . . . . .	8	

**PART III: SCHEDULE OF LOCAL OPTION TAXES** - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

**Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES**

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS \_\_\_\_\_ (Must be completed if you have an entry in Part IV)





## NEW BUSINESS AGENDA ITEM

---

**DATE:** June 27, 2017  
**FROM:** Tug Boat Repair Plan  
**TO:** Kevin Greenwood, General Manager  
**ISSUED BY:** Kent Gibson, Commercial Harbormaster

---

**Summary:**

The Port has had a small tugboat for more than 30 years and is used several times a year in emergency situations or when operational staff needs to move work barges throughout the Commercial basin and South Beach marina. It was used for inspection services during the NOAA and Terminal construction projects. Whenever pile are broken, the tug is available to both assess and remove problem infrastructure including docks and logs.

The use of this vessel does not come without expenses. Every two to three years, the crews pull the tug out for maintenance. The tug was pulled out the last week of May for sandblasting, painting and hull repair. The cost estimate for this work was \$44,000. Market value is probably \$25,000. To replace the tug, it would cost \$100k.

**Budget Implications:**

This was not included in the Port's budget for FY 16-17, nor is it included in FY 17-18 budget. The Port does, however, have some budgeted authority in this year's budget, including \$7,200 in the "vessel repair" line item, there is also \$16,000 in the "grounds and parking lot" line item that was earmarked for gravelling part of the 2-acre east lot for storage. That money will be saved as the harbormaster negotiated a trade with the city's contractor working on the Bay Blvd. summer construction project. There is also \$12,000 left over in the "equipment repair" line item. Totaling \$35,200 available this budget year.

The Port also has trading stock available including: surplussed forklift valued at \$6,000, steel plates valued at \$18,000, pile partials totaling \$2,500. This totals \$26,500.

The Port is planning on trading all of the above stock to apply to the estimated \$44,000 cost, leaving a balance of \$17,500. This will be paid out of the General Fund and will be covered by the savings in the other line items mentioned above.

**Other Potential Options:**

The Port of Toledo has a 33' tug, but none of their employees are licensed to operate out of their marina. Grant Snyder, Wiggins Tug and Barge, sold his 40' tug earlier this year for a \$150k. Steve Billeter/Bergerson also has 32-tug which could render services to the Port but would not always be available for emergency services.

**Recommendation:**

I would recommend that the Commission authorize management to sign a contract with the Port of Toledo for maintenance and repair on the Port's tug boat as identified in the May 24 cost estimate.

-###-



Port of Toledo Boatyard  
 PO Box 428  
 1000 SW Altree Lane  
 Toledo, OR 97391  
 Phone: 541.336.5207  
 Fax: 541.336 1509

May 24<sup>th</sup>, 2017

Port of Newport  
 Mildred C.  
 600 SE Bay Blvd.  
 Newport, OR 97365  
 541-270-5557

44294.00  
 GA

**ESTIMATE**

DRAFT

Haul/Block/Launch .....	\$ 396.00
Moorage .....	\$ 500.00
Waterblasting .....	\$ 130.00
<b><u>Blast Hull &amp; Round Bar</u></b>	
Prep for Sandblasting .....	\$ 2000.00
Sandblasting .....	\$ 5400.00
Sand Blasting Materials .....	\$ 2865.00
Clean Up Sandblasting Material .....	<i>Port crew</i> \$ 1560.00
<b><u>Blast Lazarette</u></b>	
Prep for Sandblasting .....	\$ 400.00
Sandblasting .....	\$ 4000.00
Sand Blasting Materials .....	\$ 720.00
Clean Up Sandblasting Materials .....	<i>Port crew</i> \$ 2200.00

**Repairs**

Pull & Replace Quadrant ..... \$ 675.00

Remove Frames ..... \$ 1800.00

Install New Frames ..... \$ 6000.00

Remove/Replace Rudder Tube ..... \$ 2400.00

Bulwark Brackets ..... *not going to do — port crew* \$ 2800.00

Welding Materials ..... \$ 500.00 + New Tube

**Paint**

Prep for Bottom Paint ..... \$ 750.00

Apply Bottom Paint ..... *+ Dave* \$ 1125.00  
*3825*

Pot Tend & Clean Up Painting ..... \$ 1300.00

Paint Materials ..... \$ 4000.00

**Zinc**

Remove Zincs & Install New ..... \$ 300.00

Zincs ..... *port has* \$ 775.00

**TOTAL ESTIMATE COST ..... \$ 41596.00**

I Agree to the above terms. I understand that this is an estimate only and not a guarantee of cost.

\_\_\_\_\_  
Signed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

Port of Toledo Boatyard

PO Box 428  
 Toledo, OR 97391  
 (541) 336-0333

# Invoice

Date	Invoice #
6/12/2017	2238

Bill To
Kent Gibson Port of Newport 600 SE Bay Blvd. Newport, OR 97365

Terms	Due Date
DueUponCompl	6/30/2017

Description	Quantity	Rate	Amount
<b>**THIS INVOICE IS IN PROGRESS AND SUBJECT TO CHANGE**</b>			
HAUL: 5/23/2017 LAUNCH: TBD			
1) HAUL, BLOCK, AND LAUNCH			
ACME Lift 36 - 45 by the foot includes blocking, operator, and spotter.	36	11.00	396.00
2) MOORAGE			
Hard Moorage 31'-54' per ft/per week - (5/24/2017 - 6/20/2017)	4	198.00	792.00
3) WATERBLAST Clean bottom of vessel, clean up wash down pad, and recycle water.			
4) SANDBLAST			
35 Blasting Material per ton	6.15	358.19	2,202.87
Bullard Sandblast Shields	40	1.50	60.00
Black Gorilla Tape 2"	2.5	11.89	29.73
2" Yellow Masking Tape	1	11.40	11.40
Tyvek XL W/ Hood	2	9.82	19.64
5) BOTTOM PAINT Prep and paint vessel below the waterline with			
Dimetcote 302H Zinc / Cure per gallon	5.25	119.70	628.43
Ameron T-12 Cleaner per gallon	0.375	43.10	16.16
Ameron T-10 Thinner per gallon	2.5	43.42	108.55
Recycled Thinner/Cleaner per gallon	8.75	12.40	108.50
4" Mini Roller	1	2.81	2.81
3" Chip Brush	2	2.00	4.00
2" Chip Brush	4	1.75	7.00
1" Chip Brush	1	1.50	1.50
Masking Paper 6" X 60 yards	1	5.00	5.00
4" Mini Tray	2	1.50	3.00
Paint Strainer	3	2.56	7.68

Thank you for giving us the opportunity to serve you. We value your business.

**Total**

**Payments/Credits**

**Balance Due**



Port of Toledo Boatyard

PO Box 428  
 Toledo, OR 97391  
 (541) 336-0333

# Invoice

Date	Invoice #
6/12/2017	2238

Bill To
Kent Gibson Port of Newport 600 SE Bay Blvd. Newport, OR 97365

Terms	Due Date
DueUponCompl	6/30/2017

Description	Quantity	Rate	Amount
Plastic Paint Mixing Bucket 5 quart	2	3.85	7.70
Plastic Paint Mixing Bucket 2.5 quart	2	1.89	3.78
Tyvek XL W/ Hood	2	9.82	19.64
<b>6) REPAIR</b>			
1/4" X 48" X 240" Primed Plate A36	1	766.79	766.79
1/4" X 2 1/2" Flat Bar per 20' Stick	6	27.87	167.22
6" X .045 X 7/8 Cut Off Wheel	5	5.78	28.90
6" X 1/4" X 7/8" Type 27 Cut Off Wheel	2	6.30	12.60
4.5" 40 grit Flap Disc	1	6.40	6.40
<b>7) ZINCS</b>			
<b>8) MISCELLANEOUS</b>			
Compliance / Tarping fee	1	34.95	34.95
General Labor by the hour - Clean up pad area	0.25	65.00	16.25
Gloves, Rags, Earplugs, Safety Glasses		6.99	6.99
<b>**THIS INVOICE IS IN PROGRESS AND SUBJECT TO CHANGE**</b>			
Skilled Labor by the hour	45	75.00	3,375.00
Labor to ACME Haul, Block, and Launch	1.25	0.00	0.00
General Labor by the hour	52	65.00	3,380.00
Sand Blasting includes operator and pot tender (materials not included)	7.75	200.00	1,550.00
Pot Tender	3.5	0.00	0.00
Skilled Labor by the hour	20	75.00	1,500.00
General Labor by the hour	8.75	65.00	568.75
Sand Blasting includes operator and pot tender (materials not included)	7.25	200.00	1,450.00
Skilled Labor by the hour - Overtime	0.5	112.50	56.25
Pot Tender	3.25	0.00	0.00
SB	2	75.00	150.00
Line	0.25	75.00	18.75
BP	1.5	75.00	112.50
BP	2.5	65.00	162.50
BP	1.75	65.00	113.75
BP	0.25	75.00	18.75

Thank you for giving us the opportunity to serve you. We value your business.

**Total**

**Payments/Credits**

**Balance Due**

Port of Toledo Boatyard

PO Box 428  
 Toledo, OR 97391  
 (541) 336-0333

# Invoice

Date	Invoice #
6/12/2017	2238

Bill To
Kent Gibson Port of Newport 600 SE Bay Blvd. Newport, OR 97365

Terms	Due Date
DueUponCompl	6/30/2017

Description	Quantity	Rate	Amount
Repair	1	75.00	75.00
Repair	6.5	75.00	487.50
	1	75.00	75.00
SB Pot Tend	0.75	0.00	0.00
SB Set Up	1	75.00	75.00
BP Set Up	0.75	75.00	56.25
REPAIR	1.5	75.00	112.50
SB Set Up	0.5	75.00	37.50
BLAST	0.75	200.00	150.00
BP Spray Clean Up	0.5	75.00	37.50
Skilled Labor by the hour	4.5	75.00	337.50
General Labor by the hour	1.25	65.00	81.25
Skilled Labor by the hour	7.5	75.00	562.50
Sand Blasting includes operator and pot tender (materials not included)	1	200.00	200.00
General Labor by the hour	7	65.00	455.00
Forklift Rental per hour, includes machine and operator.	0.25	75.00	18.75
Pot Tender	1	0.00	0.00
REPAIR	0.5	75.00	37.50
REPAIR Stbd Insert	7	75.00	525.00
REPAIR Assist	8	65.00	520.00
REPAIR	5.5	75.00	412.50
Skilled Labor by the hour	11	75.00	825.00
General Labor by the hour	12	65.00	780.00

Thank you for giving us the opportunity to serve you. We value your business.

**Total** \$23,792.99

**Payments/Credits** \$0.00

**Balance Due** \$23,792.99



DIRECTOR OF FINANCE  
MONTHLY REPORT

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**DATE:** 06/27/2017  
**PERIOD:** May Board Meeting  
**TO:** Port of Newport Commissioners  
**ISSUED BY:** Stephen J. Larrabee

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**OVERVIEW**

**Financials:**

May year to date financials are attached.

**Finance Operations:**

The Budget has been adopted by the Budget Committee and the Budget Resolution and accompanying documents have been included in the Board Packet. Thanks to all the participants in the process, it went very smoothly this year.

**RV Park:**

The RV Park continues to generate a significant amount of positive net income and the staff is monitoring what other RV Parks are doing to increase the efficiencies at the Park. Landscaping improvements continue and the staff has received several positive comments from patrons of the Park.

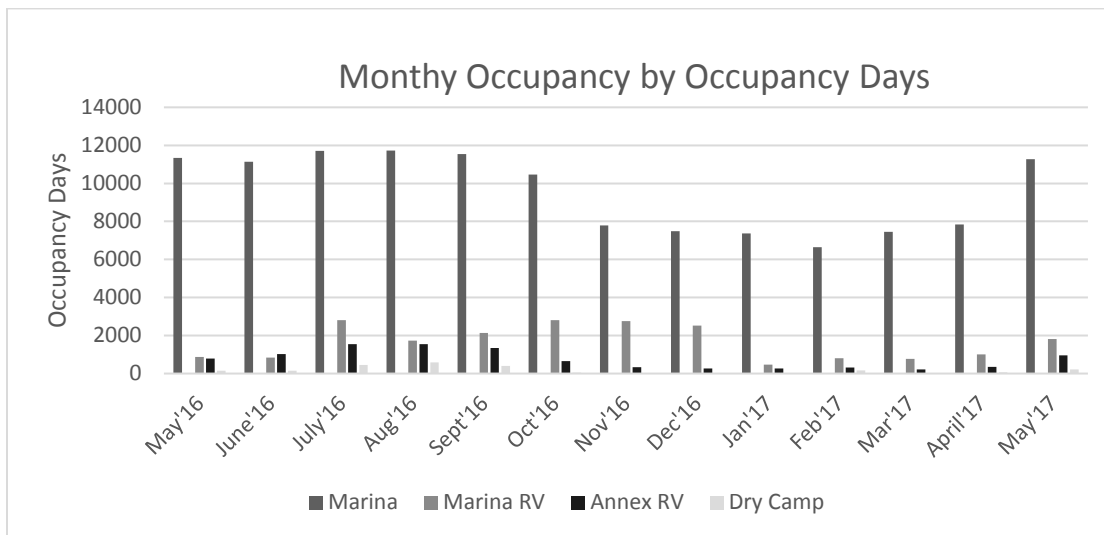


# May 2017 Occupancy Report

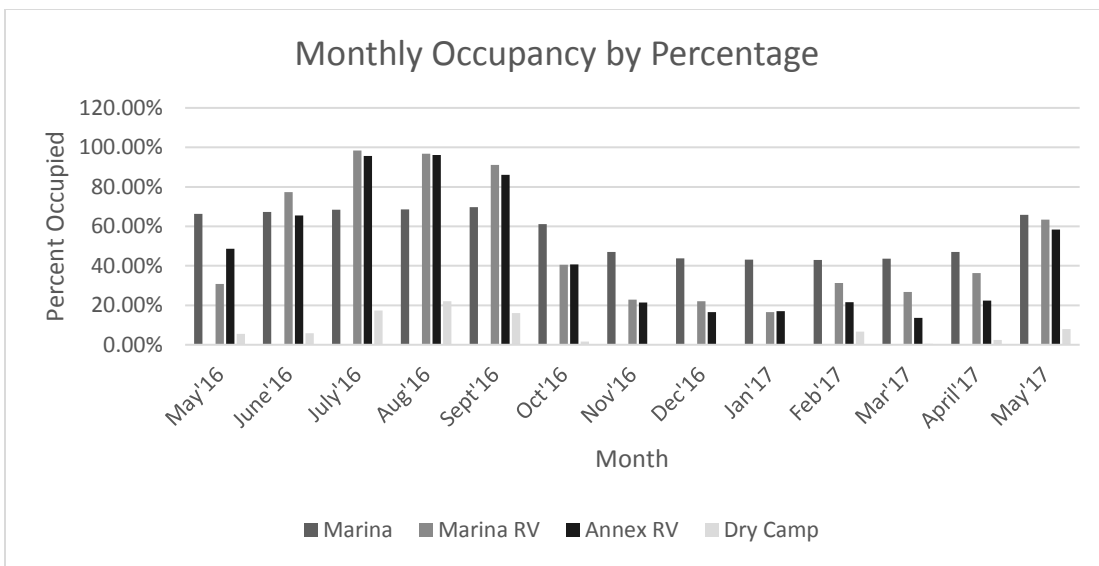
To: Port of Newport Board of Commissioners  
 From: Bill Hewitt, South Beach Marina & RV Parks  
 6/2/2017

The South Beach Marina numbers were off slightly from this time last year. This small downturn was due to bad weather for the halibut opener. We had quite a few cancellations for the opener scheduled May 11-13<sup>th</sup>. The Marina year to date is still ahead of last years' numbers. We are getting a fair amount of complaints about the proposed 5% moorage increase. Six boats have told me they will leave if the increase goes into effect. The Marina RV Park and the Annex both surpassed last Mays' numbers. Bookings for upcoming dates are steady with most of the summer weekends already booked in the Marina RV Park. The Annex still has sites available for daily and weekly. Monthly reservations are no longer available until we get into September and October. Year to date the Marina and the Annex are ahead of last year. The Marina RV and dry camping YTD are just slightly behind last year. June is shaping up to be a good month. The first three weeks in June have halibut dates, this should give a nice boost to the Marina and RV Park numbers.

May'17	2016	2017	Change	YTD 2016	YTD 2017	Change
<b>Marina</b>	11336	11277	-0.52%	39353	40721	3.48%
<b>MarinaRV</b>	880	1808	105.45%	4909	4855	-1.10%
<b>AnnexRV</b>	784	957	22.07%	1955	2113	8.08%
<b>Dry Camp</b>	146	211	44.52%	495	453	-8.48%



May'17	2016	2017	Change	YTD 2016	YTD 2017	Change
Marina	66.25%	65.09%	-1.16%	46.09%	48.85%	2.76%
Marina RV	30.86%	63.39%	32.53%	35.10%	34.94%	2.57%
Annex RV	48.64%	58.37%	9.73%	24.73%	26.91%	2.18%
Dry Camp	5.54%	8.01%	2.47%	3.83%	3.53%	-0.03%



**Total Spaces per Location:**

Marina – 552

Marina RV – 92

Annex RV – 52

Dry Camp - 85



## **DIRECTOR OF OPERATIONS MONTHLY REPORT**

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**DATE:** 6/21/2017  
**PERIOD:** May 2017 – June 2017  
**TO:** Kevin Greenwood  
**ISSUED BY:** Jim Durkee

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### **OVERVIEW**

#### **Summary:**

The crew on the north side was busy with Pacific Whiting vessels, gear changes, crab pots coming in and fish buyers. The South Beach crew has been working hard on landscaping and taking care of heavy summer traffic. All areas are preparing for July 4<sup>th</sup>.

#### **Detail:**

- **Pilings:** Two piling were lost on dock 5 at the beginning of May and the commercial crew is dealing with a broken piling on dock 7 now.
- **ACOE:** We were informed that the South Beach Marina dredging will be performed this year. The Dredge Yaquina has been working on the Bar and the main channel.
- **Dock Survey:** Performed a walkthrough of all the Port's assets with a representative from SDAO with particular interest on the floating docks. The spread sheet with the information they requested is attached.
- **Eclipse:** For the Eclipse, the Port office will be closed to the public with staff either taking PTO or using the day to get caught up. North and South operations will be working normal hours.

### **International Terminal – Pete Zerr, Superintendent**

#### Billable services:

- Forklift - 37.5hrs
- 30 Ton Hydraulic crane – 53hrs
- Moorage – 146 days
- Dock Tie Up – 113hrs
- Labor – 89hrs

#### Other

- Working on Terminal Operations Manual.
- Replaced main wire on the Grove 30 ton crane.

- Submitted purchase requisition and received 1,100 linear feet of chain link fencing panels to meet MTSA security requirements.
- Working on updating FSP with new contact info and language to coincide with Terminal Operations Plan. Next MTSA quarterly drill due by the end of this month. Working on drill scenario.

#### **N. Commercial docks – Kent Gibson, Harbor Master**

Billable services: (estimated)

- Forklift – 137.5hrs
- Hoist crane –12hrs
- Dock Tie Up – 298hrs
- Labor – 144.5hrs

Other

- Emery & Sons Construction using part of East lot for staging for the Bayfront Storm line work.
- Hauled out tugboat for sandblasting and repair work.
- Lost the last 2 outside finger pilings on 5D that are 15 feet from the ends of the fingers. These pilings allow for boats up to 85 feet to tie to the 50 foot concrete fingers. Called in Orca divers to cut them off 1' above the mudline so they wouldn't be a hazard. Purchased a waterproof camera that will allow us to do piling inspections this summer.

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

- Continued covering Director of Operations position.

Vessels Using the Facility Since My Last Report – NOAA vessel Bell M. Shimada, OSP Guardian, ACOE Dredge Yaquina.

For 2017, 385 passengers have crossed the bar on vessels using the NOAA wharf.

Office Occupancy Admin Building – 63 Work Stations Total, 44 Occupied  
 Warehouse Bldg. – 23 Work Stations Total, 11 Occupied  
 Occupancy Rate – 64%

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

Billable services:

- Launch tickets:  
744 passes sold this period.

Other

- The halibut openers have been hit and miss due to weather.
- Continued work on landscape in the Marina and the R/V Park.
- The multi-use lot and the over flow dry camp lot have been working out great.
- Met with TCB and the City to discuss parking and signage in the marina area.

#### **Volunteer Work Crews- The Mates**

- Looking at installing additional hooks on the 'Weigh Your Fish' sign to display additional catch for pictures.
- Working with the South Beach crew to make improvements to kiosks.
- Manned the 'Know Your Newport' event on May 17<sup>th</sup>.



**Port of Newport Dock Survey**

Dock	Age of Dock	Piling Material	Planned Lifespan	Regular Inspection/Maintenance shedule	Date & Scope of most recenct refurbish/rehab	proximity to breakwater	No wake zone?	Enforced?	Low Tide Photos
3	24	Steel	40	Not on CMMS yet. General weekly inspection	Replaced all rub boards - 2004 Replaced Electric Pedestals - 2010	300	Yes	Semi	Yes-Note: We just got a camera for underwater pics
5	24	Steel	40	Not on CMMS yet. General weekly inspection	Dock 5C Walers & Fingers replaced 2004 Replaced 25 Piling 2017	300	Yes	Semi	Yes
Service Dock(Swede's)	50?	Steel	40	Not on CMMS yet. General weekly inspection	Dock 5D 400' Walers & 1000' Rub Boards 2017 Replaced piling with used pilings 1993	650(Behind other docks)	Yes	Semi	Yes
7	50?	Steel	40	Not on CMMS yet. General weekly inspection	Replaced 3 Pilings 2017 Concrete Fingers & Redecked 1993	300	Yes	Semi	Yes
Service Dock(SB)	38	Wood	40	From CMMS - Dock Walk & Inspection Every Monday		150	Yes	Semi	Yes
A	38	Wood	40	From CMMS - Dock Walk & Inspection Every Monday		150	Yes	Semi	Yes
B	38	Wood	40	From CMMS - Dock Walk & Inspection Every Monday		150	Yes	Semi	Yes
C	38	Wood	40	From CMMS - Dock Walk & Inspection Every Monday		150	Yes	Semi	Yes
D	38	Wood	40	From CMMS - Dock Walk & Inspection Every Monday		150	Yes	Semi	Yes
E	38	Wood	40	From CMMS - Dock Walk & Inspection Every Monday		150	Yes	Semi	Yes
F	38	Wood	40	From CMMS - Dock Walk & Inspection Every Monday	Rebuilt 2015	150	Yes	Semi	Yes
G	38	Wood	40	From CMMS - Dock Walk & Inspection Every Monday	Rebuilt 2014	150	Yes	Semi	Yes
H	38	Wood	40	From CMMS - Dock Walk & Inspection Every Monday	Rebuilt 2012	150	Yes	Semi	Yes
J	38	Wood/Steel	40	From CMMS - Dock Walk & Inspection Every Monday	Rebuilt 2000 & 7 Steel Piling	150	Yes	Semi	Yes
Fuel Dock	38	Wood	40	From CMMS - Dock Walk & Inspection Every Monday	Rebuilt Brackets & Fuel system 2013	50	Yes	Semi	Yes
NOAA Sm. B. Dock	6	Steel	30	CMMS - Weekly + Seasonal Water, Fire,Etc		No Breakwater in Area	No	No	Yes



## Port Of Newport Public Safety Report

Month: <b>May</b>		Prepared By: <b>Matt Frank</b>		Report Date: <b>June 19, 2017</b>					
INCIDENT / CALL TYPE	NORTH			SOUTH			INTERNATIONAL		
	MONTH	YEAR	TOTAL	MONTH	YEAR	TOTAL	MONTH	YEAR	TOTAL
Patrol Check	205	749	<u>954</u>	215	557	<u>772</u>	82	318	<u>400</u>
Unsecure Area		1	<u>1</u>			<u>0</u>			<u>0</u>
Open Door / Window			<u>0</u>			<u>0</u>	1	1	<u>2</u>
Boat Related	9	13	<u>22</u>	1		<u>1</u>		1	<u>1</u>
Suspicious Vehicle	2	18	<u>20</u>	11	12	<u>23</u>	4	4	<u>8</u>
Suspicious Circumstance		5	<u>5</u>		1	<u>1</u>		2	<u>2</u>
Welfare Check		1	<u>1</u>		1	<u>1</u>			<u>0</u>
Unwanted Subject		3	<u>3</u>	1		<u>1</u>			<u>0</u>
Ordinance Violation	2		<u>2</u>		2	<u>2</u>			<u>0</u>
Parking / Traffic Related			<u>0</u>			<u>0</u>		1	<u>1</u>
Trespassing		0	<u>0</u>		2	<u>2</u>			<u>0</u>
Noise Complaint			<u>0</u>	3	3	<u>6</u>			<u>0</u>
Disturbance/Domestic			<u>0</u>		1	<u>1</u>			<u>0</u>
Assault			<u>0</u>			<u>0</u>			<u>0</u>
Fire			<u>0</u>			<u>0</u>			<u>0</u>
Suspicious Person		3	<u>3</u>	2	2	<u>4</u>			<u>0</u>
Theft / Berg			<u>0</u>			<u>0</u>			<u>0</u>
Alarm			<u>0</u>	1	1	<u>2</u>			<u>0</u>
Agency Assist	1	7	<u>8</u>		1	<u>1</u>		1	<u>1</u>
Drug / Alcohol Related			<u>0</u>			<u>0</u>			<u>0</u>
Vandalism			<u>0</u>		1	<u>1</u>			<u>0</u>
Contact	4	19	<u>23</u>	20	41	<u>61</u>	5	6	<u>11</u>
Maintenance Related		3	<u>3</u>		1	<u>1</u>			<u>0</u>
Lost / Found Property			<u>0</u>			<u>0</u>			<u>0</u>
Animal Related	2	1	<u>3</u>		1	<u>1</u>			<u>0</u>
Hazard		2	<u>2</u>		1	<u>1</u>			<u>0</u>
Informational		2	<u>2</u>			<u>0</u>			<u>0</u>
Property Damage		1	<u>1</u>			<u>0</u>			<u>0</u>
Follow Up		1	<u>1</u>			<u>0</u>			<u>0</u>
Field Interview		1	<u>1</u>			<u>0</u>			<u>0</u>
OTHER DATA	MONTH	YEAR	TOTAL	CITATIONS	MONTHLY	YEAR	TOTAL		
Total Case Reports	3	18	<u>21</u>	<i>Cites Issued</i>	20	32	52		
Citations Issued	20	32	<u>52</u>	<i>Total Fines</i>	\$280	\$840	\$1,120		
Trespasser	0	1	<u>1</u>	<i>Fines Collected</i>	\$40	\$200	\$240		
Arrest	0	1	<u>1</u>	<i>Fines Still Due</i>	\$240	\$640	\$880		
Foot Patrols	14	43	<u>57</u>	<b>MAN HOURS</b>					
RV Inventories	40	133	<u>173</u>	Court Time	0	1	1		
Boat Inventories	31	120	<u>151</u>	Report Time	5	19.5	24.5		
Lock Ups	62	240	<u>302</u>	Meetings	3	2	5		



**PORT OF NEWPORT**  
**INTERNATIONAL TERMINAL USERS COMMITTEE MINUTES**

June 2, 2017

**I. CALL TO ORDER**

Kevin Greenwood called the Meeting of the Port of Newport International Terminal Users Committee to order at 10:00 am at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

**Committee Members Present:** David Jincks, Commercial Fishing Fleet; Yale Fogarty, ILWU Representative; Paul Hucaluk, Stevedore Representative; Bill Olivera, Lessee Representative; and Jesse Pullen, Industry Support Representative.

**Alternates Present:** Paul Langner, Teevin Representative; and Aaron Ferguson, TCB Security.

**Committee Members Absent:** Corey Rock, Commercial Fishing Fleet; Joe Lamb, Lessee Representative; and Rex Capri, Local Community Representative.

**Ex Officio Members/Alternative Present:** Stewart Lamerdin, Port of Newport Commissioner; Margaret Hall, Rondys Inc.; and Peisheng Cui, Silvan Forest.

**Management and Staff:** Kevin Greenwood, General Manager; Jim Durkee, Interim Director of Operations; Pete Zerr, NIT Supervisor; and Karen Hewitt, Administrative Assistant.

**Members of the Public and Media:** Pat Ruddiman, ILWU; Sara Skamser, Foulweather Trawl; Steve Beck; Mike Storey, F/V Pegasus; John Skamser, Foulweather Trawl; Jeff Lackey; Kiera Morgan, KYTE Radio; Heather Mann, Midwater Trawlers Cooperative; Gene Law, F/V Ms. Law; Walter Chuck; Tom Stam, F/V Miss Berdie; Bob Eder, F/V Tommy Boy; and Frank Wu, Silvan Forest.

**II. INTRODUCTIONS**

Greenwood announced this was the first meeting of the International Terminal Users Committee, convened for the purpose of reviewing the draft Port of Newport International Terminal Operations Plan, and referred to the Staff Report regarding the background of the plan. He commended Zerr and Durkee for their work developing the plan. Greenwood said he tentatively scheduled a second meeting for June 9, 2017, and expected there to be a meeting after the first and second shipments. Greenwood then asked the Committee Members and other attendees to introduce themselves.

**III. SELECTION OF CO-CHAIRS**

Greenwood asked the Committee to appoint Co-chairs to lead the discussion. Fogarty recommended that Greenwood act as meeting Chair, who was then appointed by consensus. Jincks commented that the reason for getting to this meeting was the building of the International Terminal, which was a cooperative effort between the ILWU and commercial fishing. The dock was not what was originally planned, but was what they ended up with. Jincks expressed thanks for the document and the work of Port staff. Lamerdin and Hall suggested reconsidering whether Committee Co-chairs should be appointed at the end of the meeting.

**IV. GROUND RULES**

Greenwood referred to the Staff Report included in the Meeting Packet; there were no questions or discussion.

## V. REVIEW OPERATIONS PLAN

Greenwood referred to the Draft Port of Newport International Terminal Operations Plan, and suggested comments be given after reviewing each section. Additional items would be added to a list for future discussion or further research.

Introduction and Terminal History. There were no comments on this section.

Project Goal. There were no comments on this section.

Physical Facilities. Greenwood said that access will be restricted when vessels subject to the Maritime Transportation Security Act (MTSA) are in port. Hucaluk asked if there were ladders to the water. Zerr said there were a number of embarkage/escape ladders, fixed ladders, and similar portable ladders. Zerr said the red area on Appendix A.2 represented potential fishing gear storage. He added that the red octagons on the diagram represented stop signs. Greenwood referred to the section on Forest Products Handling and said the references to the Terminal should be the Shipping Facility instead. Greenwood added that other vessels may include some subject to MTSA requirements such as a research vessel, or a vessel with a foreign flag.

Use of Space. Hucaluk commented on the statement on page 13 that “the Stevedoring company is responsible for ensuring that the roads, dock, and lay down area are cleaned once loading operations are complete, to as good of condition as before export operations started.” He said that in other cases, the terminal operator cleaned the roads which was included in the charge for materials and services. Fogarty said the longshoremen would clean inside the secure area, but the area beyond that would be cleaned by others. Jincks added that timely clean-up is important to the fishing industry since debris can easily damage gear. Fogarty added that it was also important for the area to be clean before logs are transported to the ship since clean debris could be used. Zerr suggested there could also be clarification of what would be “sufficiently clean.” Fogarty suggested the Port would need to assume responsibility for inspection. Greenwood added this topic to the list for further research.

Jincks asked if the outdoor staging area could be reconfigured to keep the hoist dock open. Fogarty referred to appendix A.1, and said that in the past lines had been tied on the bollard at the RO-RO area. The line to the east dock would not be necessary. Fogarty suggested the Port remove that bollard, and if needed in the future, discuss a dolphin instead. However, if the hoist were left in its current position, lines would be torn. It would be advisable to move the hoist in order to keep it available. Greenwood said this topic would be added for further research. Hucaluk suggested consulting Tidal Transport (who represents vessel owners and direct captains) about removing the bollard. The location of the hoist would be an issue for the Commercial Fishing Users Group Committee to discuss.

Transportation Plan. Greenwood referred to Appendix A.2 and A.9. He said road access was a main component of the plan. Langner added that a traffic impact study had also been completed when planning the traffic flow. Fogarty asked where longshoremen parking would be located and about access along the fence line. Durkee said there had been some discussion about moving the fence line in to make more room. Fogarty asked the Port to consider flipping the equipment storage and parking indicated on Appendix A.2 so that people would not be walking across traffic, or to consider closing traffic to boats at the first entrance. Jincks said significant traffic from fishermen was only during November, December, April and May. He said the fishing interests were still looking for that time set aside. Zerr said that the number of parking spots available would in part depend on Rondys Inc.’s decisions and the possibility of storing fishing gear along the road. Jincks asked that the fence be angled at 45 degrees to provide better access. Zerr said the Port will need to talk to the Coast Guard about any change in the fencing, but that could be considered. The parking and fence issues were included in items for further research. Paul Langner added that the fenced area is flexible and can be collapsed down when appropriate; the diagrams show the maximum area. Fogarty asked if the longshoremen could park in the secured area if logs were not stacked, like at the Port of Astoria. Access required a TWIC card. Hucaluk added that a car entering the security area could be searched. Jincks asked if the secured area could be smaller when they are hot loading since they would not need surge area. Langner said they would still need a safe turning radius when hot loading. Jincks asked if there would be any restrictions on fueling when an MTSA ship was in port. Lamerdin and Jincks asked

that this be confirmed with the Coast Guard and the fuel company. Hucaluk said MTSA ships also fuel when landing. This topic was added to the list for further research.

Safety and Security. Zerr said the goal was to leave up as much fencing as possible when there was no MTSA vessel present, without interfering with other use of the Terminal. Jincks referred back to page 12 and asked about options for the ship support vessels, which may cause space issues if moored at the Terminal. Durkee said there is not enough draft at South Beach now, but it will be dredged this fall. This could potentially be used for support vessels. Fogarty proposed there be a safe zone around the exterior of the restricted zone fence. He also suggested some safety restrictions for access to the dock since visitors access the boats, with perhaps kids or dogs running around. This would be unsafe when a loading operation was occurring. Jincks said that, historically, there has been a lack of enforcement of signage at the Terminal. There are some long goodbyes when boats leave for Alaska. For this reason and for access of suppliers, he would not like to see restrictions on access. This activity peaks in November and December. Zerr said that safety is a primary concern. When a cargo ship is in, there won't be access to the west dock area. Fogarty said the Port could be liable for not providing a safe place, and vessel owners will have to take responsibility to discuss with their crew. Hucaluk said there will need to be specific parking plans when logs are loading, with 30 trucks in and out of the area. Greenwood suggested perhaps moving the fishermen access to the east berth. Hall said she would look at that. Jincks proposed discussing this issue with CFUG.

Storage. Jincks said he noticed that a lot of the presentation relied on the Hall property. The Port still needs to figure out how to solve the problems in-house. Hall said that over time part of the Hall property needs to be used for marine use. Rondys discussed building the warehouses, and currently planned to construct one to be completed within two years. They don't yet know the demand there would be for more. Rondys plans for the property as shown in the diagrams is not definite. Greenwood said the Port will more clearly identify alternate spaces. Lamerdin suggested looking at paving the storage area shown on Appendix A.2 for use now and moving forward. Hall said that Rondys number one priority is maintenance of the wetlands. Greenwood said the Port has received approval for wetland fill. Jincks commented that there would not be a project without the Hall property for mitigation area.

Berth Scheduling. There were no comments on this section.

Changes to the Operations Plan. Greenwood asked Jincks about his earlier reference to fishing's high use of the Terminal. Jincks said there are two high use periods. The use of the Terminal has increased because of how the estuary has shrunk, limiting the usability of Port Dock 2, South Beach Marina and Port Dock 7. Port Dock 1 will become limited. The commercial fishing fleet has grown over the last eight years to fourteen vessels. Mid-November to January 10<sup>th</sup> is a critical time, moving crab gear and distant fleet gear. In addition, weather can be a factor in November making it difficult to move anywhere else. Jincks proposed setting aside time at the Terminal for shrimping, crabbing and the distant water fleet. He said they are not looking for exclusive use, just time to change gear and leave. The needs of the fishing fleet were not mentioned in the plan. The Midwater Trawlers Cooperative has sent a request for the Port's latest leases at the terminal, and will be submitting a request for the time.

Cui said that the current time schedule for shipping is 8 shipments per year, for 32-34K GVW vessels, 5.2 – 5.4 1000 board feet (MBF), about 42 MBF for the year. Every 7-8 weeks there would be a vessel in dock. Cui said Silvan will try to cooperate with the fishing fleet, and he is open to discussion. A Christmas shipment is a concern. Silvan can move more cargo in the summer. Cui said they would schedule a shipment one month ahead of when the vessel would arrive. Jincks said that fishing is a large, thriving industry that schedules two years ahead. That is the reason they are requesting to have that time set aside. The Terminal is the only place where some things can be done, and it is the only place to tie up in November. Cui said that Silvan does not have a specific schedule at this time, but they can talk about scheduling around fishing. Jincks requested that a meeting be set up between the Midwater Trawlers Cooperative, Silvan and Teevin to take place today after this meeting. Fogarty asked if it would be possible to send partial shipments to work around the fishing schedule, and then refill at Teevin when use is slower. Cui said Silvan can look at that. Langner asked how they could guarantee a minimum of two weeks' notice during winter as mentioned in the draft plan. Zerr said it could be put on a

calendar when a ship is scheduled to come in. There may be a delay, and the schedule would need to be adjusted. Fogarty said it could also be a problem if a ship in Coos Bay wants to come here. Maybe the plan could state one week's notice, or every attempt would be made to give two weeks' notice. Jincks proposed the shipping schedule be posted on the Port's website. Hucaluk said there would be a minimum of 10 days' notice of a vessel's arrival. Jincks said the fishing fleet could then track the boats.

Olivera noted that there was nothing mentioned in the plan about the temporary 80 ft. fish meal dock. Durkee said that wasn't included because it is too shallow. Zerr asked if this was a possible alternate space; Olivera said that could be possible. Olivera said that there is heavy traffic during their season. The stop sign and 15 mph speed limit are not a problem. Pullen said that crane service would always be available in an emergency situation. Durkee said the crane is loaded on the Hall property, and Hall said that will have to be discussed.

## VI. PUBLIC COMMENT

Skamser said this was a great discussion, and everyone wants a win/win. The turning basin is also a concern. Greenwood said much of the turning basin is dredged by the ACOE. Right now the Port does not plan to dredge in the corner of the basin. Jincks said the turning basin was more of a concern with heavy barge traffic, not an issue for ships. Skamser said there was some conflicting information about barges. Fogarty said barges are a possible shipping option. Skamser asked if Foulweather Trawl would still have a parking area. Durkee said all parking would be identified.

Beck said that he had voted originally to rebuild the Terminal. The Port needs income from both shipping and fishing. Beck suggested there needs to be time set aside for the fishing fleet.

Mann said that the scheduled 7 – 8 weeks between shipments would only be 6 – 7 ships per year, and she had previously heard 10 shipments. Cui said 8 shipments would be the maximum per year based on current calculations. Greenwood said the Port had done a financial analysis for 10, 7.5, or 5 shipments per year.

Storey said the fishing fleet would also need the Terminal in the case of a boat breakdown. He also encouraged Hall to allow storage of fishing gear, which is valuable equipment worth millions of dollars. Perhaps Teevin could move their equipment when they are not shipping.

Eder said the Terminal space is critical. The fishing fleet not using the Terminal are still affected by its availability. If the time were not set aside it would be difficult.

Hall asked the Committee if they wanted to reconsider having co-chairs, who might be helpful if there is a conflict. Jincks say the key groups are here, and Greenwood will remain in contact with the parties. Groups will also discuss issues with each other Fogarty said the meeting identified issues, and he is happy with how it worked. He said anyone could send agenda items to Greenwood.

## VII. ADJOURNMENT

Having no further business, the meeting adjourned at 12:40 pm.

ATTESTED:

  
Kevin Greenwood, General Manager

  
Karen Hewitt, Administrative Assistant



**PORT OF NEWPORT**  
**INTERNATIONAL TERMINAL USERS COMMITTEE MINUTES**

June 9, 2017

**I. CALL TO ORDER**

Committee Chair Kevin Greenwood called the meeting of the Port of Newport International Terminal Committee to order at 10:00 am at the South Beach Activities Room, 2120 SE Marine Science Drive, Newport, Oregon.

**Committee Members/Alternates Present:** David Jincks, Commercial Fishing Fleet; Yale Fogarty, ILWU Representative; Paul Huculak, Stevedore Representative; Joe Lamb, Lessee Representative. Paul Langner, Teevin Bros. Representative joined the meeting by phone at 10:08, completing a Quorum. Bill Olivera, Lessee Representative, joined the meeting at approximately 10:10 am.

**Committee Members Absent:** Corey Rock, Commercial Fishing Fleet; Jess Pullen, Industry Support Representative; Rex Capri, Local Community Representative.

**Ex Officio Members Present:** Aaron Ferguson, TCB Security; James Luo (phone 10:06 am), Silvan Forestry; Peishong Cui (phone 10:06 am), Silvan Forestry; Shawn Reitman (phone 10:10 am), Teevin Brothers, Inc; and Evan Hall (phone).

**Port Commission Liaison:** Stewart Lamerdin.

**Management and Staff:** Kevin Greenwood, General Manager; Jim Durkee, Interim Director of Operations; and Karen Hewitt, Administrative Assistant.

**Members of the Public and Media:** Steve Beck; Sara Skamser, Foulweather Trawl; Fred Yeck, F/V Sea Dawn; Pat Ruddiman, ILWU; Brian Lonergan, Shore Side Marine; Mark Cooper, Midwater Trawlers Cooperative; Cari Brandberg; Lee Fries, PON Volunteer Mates; Walter Chuck, and Dennis Anstine, Newport News-Times.

**II. RECONSIDER SELECTION OF CO-CHAIRS**

Jincks said he would volunteer as Chair if he had been more involved in the creation of the Committee. He did not want his name associated with being the Committee Chair. He was the only commercial fishing representative here, which was different from who should be present. Jincks said the Port had skipped step one in drafting the Operations Plan before meeting with the Committee.

**III. REVIEW CHANGES/COMMENTS TO OPERATIONS PLAN**

Greenwood asked if there were any comments on the minutes. Jincks asked if the meeting had been recorded; Greenwood said the Port did not record the meeting. Jincks said he felt the main points were covered but a lot of the discussion was missed. Hewitt said they were summary minutes, not a transcript. There was a consensus to adopt the minutes as presented.

Greenwood referred to the Staff Report, which included changes that had been made following the Committee's meeting on June 2<sup>nd</sup>. Referring to the safety zone formed by fishing gear storage identified on page 9 of the draft plan, Jincks said that didn't make sense because moving trawl gear could result in damage and wear. He also asked why the smaller restricted zone showing how far it may be moved wasn't shown on the diagram. Jincks said the diagram needed to show the possible configuration before it could be discussed. He suggested a jersey barrier for the safety zone. Fogarty agreed with the suggestion for a jersey barrier since it would be difficult to

predict what gear would be needed when. If the barrier was made up of storage, the equipment could not be moved when a cargo ship was in port. Greenwood said the smaller area details depended upon input on the needed turning radius and could be discussed at a future meeting. Jincks asked when that would happen. Jincks said this would need further discussion before the Commission adopted the Operations Plan. Durkee said Zerr had called the Coast Guard about the fluid fence line. Jincks said that at the last meeting Teevin said they would be hot loading which did not require a staging area. Fogarty said the option to move the fence in would be looked at after the first load helped determine the required area. Jincks said that it was important not to restrict usable area if it weren't needed. Parking could be closer to keep more usable area and accommodate users. Lamerdin asked if the determination of the fenced area was in the Port's hands rather than the Coast Guard, which Durkee confirmed.

Greenwood suggested that an option for maximizing usable space would be to have parking outside of the safety zone. Jincks said the Committee needs to know how far the safety zone would extend beyond the secured area. He said it would be helpful to have a diagram showing the restricted area when hot loading showing the reduced footprint. Langner referred to Appendix A.2, and said the restricted area could be dropped to approximately right under the green line and over to the utility shed. This could be figured out after the first shipment. Langner said this would be determined by vessel security, and depends on the vessel. The line could shrink 15-20 feet, and perhaps 50-75 feet. Jincks suggested the restricted line go northwest. Greenwood added that Appendix A.4 shows the secured area need for research ships, and suggested that the northeast corner could be shaved off. Langner said the restricted area for shipping would not be less than this area. Fogarty said they have to have room for loads to swing, for access, and for the loader. Fogarty said the fence wouldn't be around the crane when loading. Lines will be tied at the bollard, and will have to start at the RORO corner. The line may be moved northwest to provide more room. Jincks asked when the ship size would be known, and Huculak said between 2 weeks to 30 days before arrival. Jincks asked if the ship were a smaller one if the restricted area could be reconfigured to keep the hoist dock available. Huculak said all of the vessels are generally the same size, from 560 – 580 feet. Lamb asked when the fence would be put up. Durkee said 24 - 36 hours before the ship arrives. Jincks asked if staff can prepare a diagram of what fences would remain in place so that can be discussed. Fogarty said that Zerr said they were all mobile, so the fence can be moved to accommodate users. Jincks said the Committee meeting should be able to develop a plan of what will be done rather than negotiating each time. He said it is important for the Port Commission to have all of the information about what can be expected when a ship leaves. This information should be included in the draft operations plan. Greenwood said fence would not be left up for the smallest footprint.

Lamb suggested that the configuration needed for a vessel should be known up to 10 days in advance. Fogarty said if the Port needs to adjust the fence, they will receive from 10 days to 2 weeks advance notice, but the configuration will be fairly standard from ship to ship. Jincks asked that the fence configuration options be part of the operations plan before it is presented to the Commission for approval. Greenwood confirmed that Jincks was asking for the 3 likely scenarios: research vessel, surge area needed, and hot loading. Jincks said that the fence movement should also be included in the document. Lamerdin said the time for the area to be cleared could also be helpful to include, something like "within 12 hours." Jincks commented that the ship would generally leave with the tide in the morning. Lamerdin said there was a consensus that the restricted area shown in Appendix A.1 was the largest in any scenario. Fogarty added the area on the diagram will be needed if the surge area is used. If hot loading, there will be room needed for the equipment.

Durkee said that in past winters outriggers had no place to store gear so it was placed along the road. Lamerdin said parking would be more convenient along the safety zone if there was a jersey barrier. Jincks said he was concerned about the size of the surge area; room is only needed for truck traffic. He was concerned outriggers would be in the way. Lamerdin said the area identified needs to be more than "potential" storage. Greenwood said of the three possible footprints, the fence would only remain up for the largest. If a smaller area were fenced for hot loading, all of the fencing would be removed afterward. Greenwood said staff would put together diagrams.

Jincks asked that the diagrams also show the truck route in detail, not just enter and exit, and how large an area would be required.

Greenwood said the truck volume included on page 10 was provided by Olivera. The estimated turning radii on page 12 were provided by Langner, who also said the preference would be to hot load. Fogarty added that the best configuration would be a clockwise rotation per his conversation with Langner. Lamerdin asked about how notice would be given about the arrival of a ship as provided for on page 10. Jincks suggested noticing needs to be formalized. Durkee said notices are currently posted on barricades, but they could also be posted on the website. Fogarty said posting online notice was a common practice, and sometimes direct email was used. Greenwood said there are plans to update the website in the next fiscal year, which would allow for easier updating. The port does have the ability now to adjust the front page. Lamerdin asked if specific days could be provided, with a minimum of 14 days. Huculak said if there is a full load, there will be 14 – 30 days advance notice of arrival. If there is a partial load, 5 days advance notice. Fogarty suggested that berth time be included in the notice. Jincks asked of the 7 – 8 shipments planned, how many would be partial. Huculak said the odds are they would be full loads. If partial, two loads would be taken so that the total time and number of loads would still be the same. Langner asked if the fishing fleet knows their maximum time, and if the same noticing requirements would apply to the fishing fleet. Greenwood said specific noticing information would be added to the operations plan.

Jincks suggested removing the bollard on the east dock. Fogarty agreed, saying that bollard was never used in the past, and it needs to be removed so that wasn't an option for a cargo ship. Fogarty also said the hoist will have to be moved when a cargo ship is in. Jincks said it would be possible to move the hoist and return it after a cargo ship left. Relocating the hoist could cost \$100K.

Jincks said the location of support service ships referenced on page 13 needs to be clarified. The location should be clearly identified and not be variable ship to ship. The operations plan should include everyone so there is a well-defined understanding. Fogarty said the support vessels would also want to know where to park. In reference to the water truck, Huculak said the stevedores would not manage it since it wouldn't be their equipment. It would be managed by the log handler. Langer said that Teevin would have a small water truck available on site, 3000 – 5000 gallons. Huculak added that undercover storage would not be needed when they are working, only when equipment is not being used. The equipment could possibly be moved to Coos Bay. A Port-a-Potty is usually provided by the terminal, and since reaching the restroom in the building would require crossing traffic, one or two Port-a-Potties would be helpful. Huculak said a ship's gangway could be used at the west end of the dock if it fit. Otherwise, the stevedore would use their 40 feet gangway mid-ship. Jincks said the Port should be responsible for inspecting and enforcing the cleaning both inside and outside the enclosed area, and he would like language in the document to reflect that responsibility. This would apply to all Terminal users. Huculak added that cleaning the secured area should be a condition of the vessel departure.

Fogarty asked why Rondys property use was included in the plan on page 16. Lamerdin said this should not be part of the operations plan, but part of the Port's relationship with Rondys, Inc. Hall said he understood the removal of this information from the plan. Lamerdin asked if it were necessary to refer to Rondys storage on page 18. Greenwood said it was helpful to identify alternate storage, just like identifying alternate moorage. Jincks suggested that the Rondys property usage be in a separate document.

In reference to scheduling use of the facility, Jincks said that the conclusion from last meeting was that fisherman would work with shipping. This should not be the arrangement. He said the Port should have met with shipping and fishing before drafting an operations plan. Jincks said that at the last meeting he discussed the need for fishing to use all of the terminal facilities from November 1<sup>st</sup> to January 10<sup>th</sup>, but did not speak out for the need in the spring. The Port should not expect the users to discuss the scheduling with each other. Jincks said they had attempted to discuss this with the Port at a Midwater Trawlers Coop. (MTC) meeting, but they did not go further. He asked that the time be set aside for the distant water fleet by Commission resolution. There is less space on Port Dock 5 now, and Port Dock 1 is a small area. The Port should not use ORS 777 against local business. The

statute did not help when remediation was needed. Lamerdin asked if Jincks was requesting exclusive use. Jincks said he was requesting time set aside for fishing to have their usual and accustomed period to do work. In addition to 11/1 to 1/10, Lamb said they would also need the crucial time from April 15<sup>th</sup> to May 15<sup>th</sup>, when the dock was fully used. Fogarty said that some loss of docks was due to the Port not having money to complete repairs since they lost shipping funds. Moving forward, setting aside time when shipping was not permitted would make the Port unattractive to shippers. Fogarty said bringing in shipping would be better for everyone. The chance was slim for shipping to be in Port in the winter. If the Port locks down times, there will never be shipping and the Terminal will continue to operate at a loss. Fogarty said he understood the fleet's need to be here, respects fishing and knows that it's valuable. The Terminal was built for shipping and fishing. Fogarty said fishing was asking for a resolution to restrict use without a promise of income. Lamb said he did not think 3 – 4 months per year was much to ask. It is important for the fishing fleet to have that dock, because there is no other place for them to tie up. Langner asked if Teevin were asked to go 70 – 80 days without operation, what he would do with the employees. Maybe lay them off. He suggested shipping and fishing could make it work with good scheduling. The viability of shipping would be in question if the time in Nov. to Jan. and Apr. to May were set aside. Cui commented they would need space to store logs between shipments.

Lamerdin said he thought the group could collectively agree in the value of diversifying economically. The plan for the Terminal would entail short term risk for long term gain. Jincks said there is a potential down-turn in the market for logs. Jincks reiterated that the Port skipped step one by not meeting with the Committee first. Lamerdin said there are a number of different interests in the financial viability of the Port; the Port needs shipping. He asked that fishing have an open mind and be flexible, which would benefit all groups. Jincks said that the MTC needs assurance from the Port that they can continue to operate. He said they want the terminal for the specified dates, whatever language is used. Fogarty suggested that MTC needs to figure out how to recoup the Port's costs. Jincks said that the losses at the Terminal were misstated because of debt service. With fishing included, the Port's income is \$503K per year. Jincks handed out a financial analysis he prepared, appended to the meeting packet. Greenwood said the Port was losing \$430K to debt service, with some principal deferred. Reductions still can be done.

Cui said Silvan wants to talk about how to work it out, but he couldn't hear on the conference call. Greenwood said it would be important to have all parties present at the next meeting, and suggested moving forward on other elements at this meeting. Olivera said there had been talk of give and take, but there was only take from the fishing perspective. Other community industries rely on the fishing fleet. Fogarty said the facilities were built for shipping with money from shipping. The Port is losing money and needs shipping income. Jincks said shipping had left the terminal, and it took hard work to build the fishing fleet. Greenwood said there is still work to do.

Fogarty suggested that if parking were moved next to the loading area, the planned parking could be made storage. If the area indicated now were dedicated parking, it couldn't be used for anything else. It would be a better use of space to have temporary parking when shipping was in. Olivera asked if space could be found for the 4 – 5 trailers currently in the restricted area. Durkee said staff would look at that down the road. Adjustments can be made. Greenwood said right now the interests are at an impasse. There needs to be another meeting to find a path forward. Lamerdin said the Port needs to look more practically at the winter scenario, when there would possibly be one shipment. He asked that Durkee and Aaron Bretz go through and say where the boats could go. It is important to have conversations to explore all options. Jincks commented this was more give asked of the fishing fleet.

#### IV. PUBLIC COMMENT

Yeck referred to appendix A.1 and said it was discouraging that the Port was working on a plan for the project with the financial demand. The local community has \$50 – 60MM invested in the fishing fleet, and that doesn't count money in the bank. The discussion was all about shipping. Yeck agreed with Jincks that the Port needs to start with what is already here. If the time is not set aside for the fishing fleet, he will take his boat to Seattle and

do business there. There was talk about sharing, but there is not sharing when a cargo ship coming in has access to the big berth. The fishing industry needs exclusive access 11/1 – 1/10 and 4/15 – 5/15, or about 1/3 of the year. The rest of the time shipping could have exclusive access to the big berth. In addition, support vessels should not be at the east berth – that should still be available for fishing vessels. Yeck said this would be a balanced approach. He added that Teamsters were not allowed by the Port, and Longshoremen won't work on terms with fisherman. He agreed with Jincks that the conversation with the fishing industry should have come first, and he said that fishing interests were not fairly represented on the Committee. The meeting should take place in November or December when the fishermen can be present. The Port should first work with fishing and then move forward.

Skamser said that everyone in the Port is affected by the issue. The Commercial Fishing Users Group Committee (CFUG) agreed that there is no place for the boats to go. When weather kicks up, big boats scramble for spots. There is an opportunity to get the facility to meet needs. The Port could work out with the right shipping partner on time. The discussion should have started with the fishing interests, and it is wrong to rush the plan. Priorities are changing other than fishing priorities. In the plan, fishing vessels are not granted spots when they call ahead, but others are. The fishing industry out of the terminal has blossomed, but there are no assurances for the fishermen.

Beck said that it was a mistake to not have everyone here. The Operations Plan was hastily put together and should have been started months ago. The decision to approve should be held over to the new Commission. Beck said he had a solution – give commercial fishing the west berth, and cargo the east berth; exclusivity wouldn't be needed because both would have what they can't use.

Cooper said fishing boats would have to find out where else they can go. The fishermen currently don't have enough moorage. Port Dock 5 and 7 have bad piling so the large boats can't dock there. Cooper said when boats go, they won't be back.

#### V. **ADJOURNMENT**

Having no further business, the meeting adjourned at 12:15 pm.

ATTESTED:

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Kevin Greenwood, General Manager

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Karen Hewitt, Administrative Assistant





## GENERAL MANAGER MONTHLY REPORT

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**DATE:** 6/27/2017  
**RE:** June Regular Meeting  
**TO:** Port of Newport Board of Commissioners  
**ISSUED BY:** Kevin Greenwood, General Manager

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### **ANNUAL EVALUATIONS**

Management was able to complete annual performance evaluations this month. With Aaron on board now, this should take some of the responsibility off the General Manager to complete evals. There has been some discussion about the nature of the Maintenance I job description and I have asked the Dir. of Finance to begin evaluating the Port's Classification and Compensation Plan. Steve will bring his plan forth to the Commission at the July meeting and this may be a good opportunity for a Commissioner to assist.

### **PAST CALENDAR/MEETINGS**

- City Parks and Rec. Meeting, 5/24
- New Commissioner Training w/ Jeff Lackey and Sara Skamser, 5/24
- Yaquina Bay Economic Foundation, 5/24
- Administration Staff Meeting, 5/25
- Port/Rondys Engineer Coordination, 5/25
- Maritime Workforce Update, 5/26
- MTC and Jincks Meeting, 5/26
- NOAA Corps Centennial Planning, 5/30
- EDALC, 5/31
- Port/Rondys Engineer Coord., 6/1
- Terminal Users Group, 6/2
- Mates Volunteer Breakfast, 6/4
- Maritime Sector Infrastructure Meeting, 6/5
- Meeting with Jeff Lackey, 6/5
- DulsEnergy Proposal, 6/5. Steve Larrabee and I met with Chuck Toombs and his team. They submitted a plan and Steve provided them with a list of questions.
- Mates Breakfast, 6/6
- OEDA Summer Conference, 6/7-8
- SB Staff Meeting, 6/7
- Terminal Users Group Meeting, 6/9
- Meeting with David Jincks, 6/12
- Meeting with Stewart Lamerdin, 6/12
- Meeting with Walter Chuck and Ken Brown, 6/12
- Oregon Boating Foundation, 6/12
- Meeting with Walter Chuck and Ken Brown, 6/14
- Maritime Workforce Meeting, 6/14

- City Signage Meeting in SB, 6/14. Met with Port and City staff including the municipal court judge. There's been some concern about the citations that TCB writes into muni court. We will be repainting asphalt warnings and adding two parking maps at the launch machine and RV Park office to help clarify. Long term, though, we may want to have a transportation firm look at traffic and signage for SB.
- OCA Exec. Committee, 6/15
- MSI Public Meeting, 6/15
- Yaquina Bay Managers, 6/15
- The BOSS Radio Panel to discuss Terminal Project, 6/16
- Phone conference with Teevin/Silvan, 6/16
- Meeting with Brian and Mark Arnold, 6/20. Looking for moorage for oyster production barge, called a "flupsy". Designed to grow individual oyster with a higher value. They met with harbormaster and looking at space between the Oregon Boating Foundation boathouse and the YBYC boat house.
- Monthly Dept. Head Meeting, 6/20
- Agenda Development with Walter Chuck, 6/20
- Monthly Commercial Crew Meeting, 6/21
- Hall/Port Engineers Coordination Meeting, 6/22
- Maritime Workforce Committee, 6/22. Gave brief update on infrastructure surveys.
- Meeting with CJ Drake re: YBEF, 6/26
- Board Regular and Special Meeting, 6/27

#### **NEXT MONTH CALENDAR/MEETINGS**

- General Manager Paid Time Off, 6/28-7/7
- CFUG, 7/10
- Oregon Boating Foundation, 6/12
- USCG Station Yaquina Bay COC, 6/14
- Monthly Dept. Head Meeting, 6/18
- Agenda Development w/ Walter Chuck, 6/18
- Chamber Meeting, 6/18
- Monthly Commercial Crew Meeting, 6/19
- OPPA Meeting in Salem, 7/20
- Yaquina Bay Managers, 6/20
- YBEF Banquet, 6/21

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