

**PORT OF NEWPORT COMMISSION REGULAR MEETING**

Tuesday, November 15, 2022, 6:00 p.m.  
South Beach Activity Room  
2120 SE Marine Science Dr.  
Newport, OR 97365

*This will be a hybrid meeting, which means you can attend in-person, or you can view the live stream of this meeting on our website: <https://portofnewport.specialdistrict.org/2022-11-15-commission-meetings-2022-november-15-2022-5-00-p-m>*

*Anyone interested in making public comment must complete the form on our website and submit it by 11:00 a.m. on Monday, November 14, 2022: <https://portofnewport.specialdistrict.org/2022-11-15-commission-meetings-2022-november-15-2022-5-00-p-m>*

**I. Call to Order**

**II. Changes to the Agenda**

**III. Public Comment (3-minute limit per person)**

**IV. Consent Calendar**

**2022**

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**VIII. Commissioner Reports**

**IX. Calendar/Future Considerations 2022**

Thanksgiving – Port Offices Closed.....	Nov. 24 and 25, 2022
Next Commission Meeting.....	Dec. 20, 2022

October 25, 2022  
6:04 P.M.  
Newport, OR

**PORT OF NEWPORT COMMISSION MINUTES**

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

The Port of Newport Commission met on the above date and time at the South Beach Activity Room, 2120 SE Marine Science Dr., and virtually via Microsoft Teams. In attendance were Commissioners Lackey, Sylvia, Retherford, and Chuck. Commissioner Burke was absent. Also in attendance were General Manager Paula Miranda, Director of Finance and Business Services Mark Brown, Operations Director Aaron Bretz, Administrative Assistant Gloria Tucker, and PR Consultant Angela Nebel. Visitors from the public included DOWL Representative Nick Robertson, Rex Capri, Peggy O'Callaghan, Diane Henkels, and Paul Zellman.

**CHANGES TO THE AGENDA**

Miranda requested moving Old Business items PD7 Replacement Engineering Selection and Approval of South Beach Painting Contract to New Business. The Commission gave consensus to move the items.

**CONSENT CALENDAR**

MOTION was made by Lackey, seconded by Chuck, to approve the consent calendar as presented. The motion carried unanimously in a voice vote.

**NEW BUSINESS**

**PD7 Replacement Engineering Selection.** Sylvia introduced the agenda item. Bretz reported this project is in the budget, and he put this project out for a qualification selection process. He stated the best proposal is from DOWL Engineering. He noted it was a very competitive process, and they came out on top. He indicated they provided the best mixture of detail and concept so staff know what to expect, but they did not make too many predetermined notions about what the project needed to be. He added there is a lot of room for public outreach, planning, and selecting the best alternatives.

Bretz reported they have a good team assembled with experience in Yaquina Bay, especially in permitting. He stated permitting is extremely important on this project. He noted the project is sizable, and in this regulatory environment, in order to get anything done, there needs to be a set of alternatives that are acceptable to the permitting agencies.

Lackey asked if staff had any major concerns. Bretz replied the biggest variable is the permitting, what are they going to allow the Port to move forward with. He stated their job is to get into details of permits to make sure the Port is adequately mitigating for any work. He indicated another variable is utilities. He added the layout of the new docks will probably be a totally different configuration, so where the utilities are accessed will be important. Miranda added another variable is the fishing pier as mitigation because there will be public outreach.

Robertson stated the first step will be information gathering with the Commission, Commercial Fishing Users Group, and the public as appropriate on the new fishing pier.

Lackey asked if there have been discussions with the city and county. Bretz replied the Port will need to work with the city on the permitting side. He indicated there will be a lot of outreach to the community for the fishing pier. Lackey asked when will DOWL meet with the Commercial Fishing Users Group. Bretz replied there is a timeline in the proposal, which was a suggestion, starting in mid-December and going through January of 2023.

Retherford stated she appreciated their work on Port Dock 5. Chuck asked if this project will be done after the dredging. Miranda replied the planning portion will take a year and a half. She explained by the time the Port has funding set up for this project, it may be three to four years until this project is done. She added the dredging would be sooner. Bretz added the Port is in the realm of being able to do all the dredging at the same time.

Sylvia praised the proposal. He asked for an explanation of the staged approach to infrastructure adaptation over the next 50 years. Robertson replied DOWL will be looking at how the needs of the Port will change over time and making sure to set up floating dock systems that are looking forward, not just to immediate needs, but to future needs. Sylvia asked if the layout can be changed 20 to 30 years from now. Bretz replied once the piling pattern is established, the format is committed. He added most of the layout will not be able to move around.

Sylvia asked if DOWL is trying to do this in a way with no impacts to species, and if that is the environmental standard. Robertson replied the environmental standard is to mitigate impacts, but DOWL will rely upon on its environmental subcontractor. Bretz noted Oregon Department of Fish and Wildlife will be heavily involved, and a biologist will develop a biological opinion. Sylvia asked if DOWL will be involved with grant writing in the funding process. Miranda replied that is not the intent through this contract. Sylvia asked when will staff know roughly the cost for the project. Robertson replied when DOWL goes out for permits next year.

MOTION was made by Lackey, seconded by Retherford, to authorize the General Manager, or designee, to contract with DOWL Engineers for permit plans and alternative analysis for the Port Dock 7 replacement project in an amount not to exceed \$300,000, which includes contingency. The motion carried unanimously in a voice vote.

**Presentation by Yaquina Bay Yacht Club.** Sylvia introduced the agenda item. O'Callaghan presented a PowerPoint on the 75-year history of the Yacht Club. She noted there will be an anniversary celebration on November 13 from 1 p.m. to 3 p.m. at the Yacht Club. Henkels reported on sailing in the region. Sylvia asked if there are major plans for next five to 10 years. Henkels replied adult sailing classes have been full, so that is one piece the Yacht Club will continue. She stated they expect youth sailing programs to continue as well. She added there will be sprucing up of the area. Miranda added once the Port finishes its building, staff have been looking into paving the area beside the club. She noted on the agenda there is a recommendation for more lighting in that area as well to provide more safety.

**Approval of South Beach Painting Contract.** Sylvia introduced the agenda item. Bretz reported this project is in the budget for painting the RV Park Office and the distillery building. He added Smile a Mile Painting represents the best value.

Chuck asked if the work would fit the weather window. Bretz replied this will get the contract in place, but the project may not happen until March. Retherford asked what all on the buildings will be painted or if there are any change in colors. Bretz replied the colors will match the other buildings, and sides and trim are included. Miranda added if Commission is interested,

the next time they can look into a different color pallet. Retherford asked how long does the paint last. Bretz replied five years.

MOTION was made by Chuck, seconded by Retherford, to authorize the General Manager, or designee, to contract with Smile a Mile to paint the RV Park Office and Distillery buildings in an amount not to exceed \$39,000, which includes contingency. The motion carried unanimously in a voice vote.

**Approval of Engineering for Additional Lane in South Beach.** Sylvia introduced the agenda item. Bretz reported this is an effort to address a traffic challenge in South Beach. He noted while this would address some of the congestion, the Port still has the same boat ramp. He explained this would provide 600 feet of extra lane for more trucks and trailers. He stated, currently, there is an inbound and outbound lane, and on busy days those both get filled with inbound traffic. He indicated this would allow the Port to plan for an extra lane outside of that. He added it would encroach some on the dry camp area, but not cut out those spaces, just make them smaller.

Bretz reported he thinks the impact to the area is manageable. He noted when staff talked to users about this idea, they received a positive response. He stated if the Port can get the engineering done now, this project could be done at the end of the summer in 2023. He explained this proposal would give the Port the engineering. He added it's not too expensive. Lackey confirmed with Bretz the project would start October of next year at the earliest.

Chuck thanked staff for hosting a user group meeting. He asked if there is a way to share this project with the folks who complained. Miranda explained out of that meeting there are a lot of things the Port can address immediately, some things staff can address in the next couple of budgets, and there are some things the Port can't change. She added staff are trying their best and want people to understand they are trying to address concerns.

Sylvia asked if this new staging lane improved flowthrough, or does it just address congestion outside the property. Bretz replied this addresses congestion, and there is still the bottleneck of the ramp. Miranda noted at times traffic can go to the other side of the bridge. She stated she has been talking to the city for possibilities around the traffic circle too.

Retherford asked will there be rules for merging the lanes. Bretz replied that will be the same way they merge now, unless the Commission wants active traffic management. He stated users will be able to regulate merging. Retherford asked if a stoplight could be installed. Bretz replied that is possible, but it would be expensive.

Sylvia asked how many days a year this it a problem. Bretz replied it's three or four weekends a year, six to eight days. Sylvia stated the question is how much the Port should spend to solve that problem. Bretz replied it is six days, but it's one issue staff get a lot of complaints on.

MOTION was made by Lackey, seconded by Retherford, to authorize the General Manager, or designee, to contract with Civil West Engineering for the engineering plans and permitting of an extra staging lane at the South Beach boat ramp in an amount not to exceed \$13,500, which includes a 10 percent contingency. The motion carried unanimously in a voice vote.

**Approval of Port Dock 7 East Lot Lighting.** Sylvia introduced the agenda item. Bretz reported this another item addressing a lot of complaints. He stated staff are working on a Commercial Fishing Users Group meeting to address security. He noted theft and vandalism have been a challenge lately. He indicated PUD charges a flat rate for light poles. He explained they

own the structure and maintain them, and it comes at a cost at \$28 a light. He added in the Port's overall bill, that's not much.

Bretz reported what is on the Port to provide is the excavation. He noted PUD provides the conduit as well, but the Port has to do the trenching. He stated there will be three rows of parking and two rows of lights will generally light that area.

Retherford asked what is causing the uptick of vandalism. Bretz replied when it comes to following the Port's code, people have gone a little crazy. He stated a number of bathrooms have been ripped apart and they have stolen gear. Miranda stated the number of homeless in general has gone up in Newport, and more people are living out of cars, trailers, and tents. She noted those folks break into bathrooms and other cars.

Chuck asked staff for clarification on the light placement map. He asked if it is possible to have cameras on the lights. Bretz replied the Port can't use the same poles. Miranda suggested it may be possible with an easement. Retherford asked if conduit for cameras could be laid. Bretz replied he asked for a large conduit for that potential. Brown noted, typically, cameras operate off of Wi-Fi, but it's good to have the capability.

MOTION was made by Chuck, seconded by Lackey, to authorize the General Manager, or designee, to contract with the low bid excavator to install conduit to the PUD specifications for streetlights in the Port Dock 7 east lot in an amount not to exceed \$20,000, which includes contingency. The motion carried unanimously in a voice vote.

## STAFF REPORTS

**General Manager.** Miranda reported on recent conferences she attended. She stated the reservation system is close to completion. She noted she was supposed to meet with the Police Chief, but he could not attend the meeting. She said she did meet with the city. She stated the city is looking into limited parking on the street. She indicated the city published an ordinance about camping and know about the security and vandalism issues.

Miranda overviewed the sports fishermen meeting. Sylvia asked if there were any other major items of concern from the meeting. Miranda replied the washdown lane, parking spaces, boat ramp lane, and payment for parking were the main topics. She noted there is a work session on November 15 on South Beach. She indicated staff are working on summarizing issues with the RV Park and Marina. She added she would like the Commission to look to the horizon and consider the complaints, challenges, things that can be fixed, and figure out what they want to see. She added the Commission is not going to make any decisions at the meeting but discuss what they want so staff can take steps to get the Port where the Commission wants it to be.

Miranda provided an update on the Administration Building. She noted she is going to do a summary of where the Port is on the cost of the project. She stated the Port will be pretty close to the budget at the end of the day. Bretz noted the current timeline for dredging the access to the bay is January. Miranda indicated staff are trying to find a contractor to fix the Port Dock 5 damage. Bretz noted the Port has lost one slip. Miranda added staff are working on improving security.

Miranda reported staff are going to meet first with the Commercial Fishing Users Group to try to get everyone onboard with security measures before applying for a grant. She noted the meeting has been scheduled for November 14 at 9 a.m. She indicated she is still waiting on the announcement of MARAD grant. She added she's had conversations on possible uses of NIT.

Miranda reported she's working with the airport to get airline service. She noted the Port completed reorganization with a new Harbormaster. She stated the Port is hiring maintenance

folks, and the Port is close to fully staffed. She indicated she has been dealing with complaints on code enforcement. She added the Wharfinger has been working well.

Retherford asked if there has been any talk about gating the commercial docks. Bretz replied that is a topic for the Commercial Fishing Users meeting. Brown provided an update on the finance reconciliation. Miranda stated she plans to provide a summary of progress on projects so far.

Lackey asked for more information on the sea lion deterrents. Bretz replied they are seal-stoppers, mechanical not electric. He stated if they hold up, it will be an inexpensive way to manage sea lions. He indicated they are approved by NOAA. He added they've used them in southern California. He explained the Port is testing them at the end of Port Dock 5. He reported they have spindles that rotate and are uncomfortable to step on by sea lions. Retherford asked where they go on the dock. Bretz replied they are loosely mounted on the edges of the docks. He added staff will paint them bright colors and post trip hazard signs.

Miranda announced the Newport Fishermen's Appreciation Day on November 4.

Sylvia confirmed with staff boats have had items stolen. Retherford asked staff for clarification on the South Beach occupancy report graphs. Brown explained the purple bar is occupancy percentage, blue bar is revenue, and the red one is forecasted revenue. He added there has been 100 percent occupancy in the main park, dry camp is around 60 percent, and 90 percent in the annex.

Retherford noted in South Beach piling hoops are failing, along with dock triangles, and two finger docks are in need of rebuild. She asked if the Port is going to lose docks. Bretz replied the Port will not lose docks, but the hoops are going bad. He noted dock projects are at the top of the Harbormaster's list, and it's an ongoing thing. He added in the future these docks will need to be replaced. Miranda added the Port has started budgeting every year on inspections. She explained the Port will be doing more inspections and plans going forward. She noted the Port lost opportunities with federal funds because there were not any plans in place.

### **ADJOURNMENT**

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



PON BALANCE SHEET

11/9/2022  
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MBROWN

Period: 07/01/22..07/31/22

Port of Newport

**Fund : General Operating Fund**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	3,002,033.96
Cash on hand - Petty Cash	550.00
Cash on hand - Cash Drawers	925.00
Accounts Receivable	774,236.30
Allowance for Bad Debt	(30,000.00)
Interfund Activity Receivable	122,285.00
Prepaid Expenses	190,477.43
<b>Total Current Assets</b>	<b>4,060,507.69</b>
<b>TOTAL FIXED ASSETS</b>	<b>49,018,686.14</b>
Deferred Outflows of Resources	775,843.00
<b>TOTAL ASSETS</b>	<b>52,303,350.83</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Accounts Payable	185,646.94
Accrued Retainage	114,509.30
Accrued Lodging Taxes	4,129.77
Unclaimed Property	6,484.38
Interfund Activity Payable	567,945.74
Payroll Payable	42,201.53
Compensated Absences	55,224.89
Accrued Payroll Taxes	24,395.60
Retirement Withholdings Payable	16,439.17
Garnishment Withholdings Payable	989.79
Benefit Deductions Payable	4,879.10
Accrued Interest	12,564.00
Deferred Revenue	514,868.50
Current Portion - Notes Payable	326,191.00
Current Portion - Bonds Payable	225,000.00
<b>Total Current Liabilities</b>	<b>2,101,469.71</b>
<b>Non-current Liabilities</b>	
Long-term Debt	5,579,292.99
Less Current Portion - Long-term Debt	(551,191.00)
Bond Premiums	83,865.55
<b>Total Non-current Liabilities</b>	<b>5,111,967.54</b>
Deferred Inflows of Resources	219,726.00
<b>Total Liabilities</b>	<b>7,433,163.25</b>
<b>Equity (Fund Balance)</b>	
Committed Fund Balance	667,000.00
Unrestricted Fund Balance	37,139,201.83
Contributed Capital	7,130,788.00



PON BALANCE SHEET

11/9/2022  
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MBROWN

Period: 07/01/22..07/31/22

Port of Newport

**General Operating Fund**

All amounts are in USD.

Description	Balance
<b>Total Equity (Fund Balance)</b>	<b>44,936,989.83</b>
Retained Earnings	30,164.23
<b>Net Assets</b>	<b>44,870,187.58</b>
<b>Total Liabilities and Equity</b>	<b>52,303,350.83</b>





PON Summary Inc Statement

11/9/2022  
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MBROWN

Period: 07/01/22..07/31/22

Port of Newport

**General Operating Fund - All Departments**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	73,042	65,250.00	7,792
Moorage	138,862	229,099.08	(90,237)
Services	17,720	84,057.46	(66,337)
Shipping	2,175	0.00	2,175
RV Park Space Rentals	85,211	215,649.45	(130,439)
Fees	47,432	18,000.00	29,432
Property Tax Revenue	422	0.00	422
Discounts and Refunds	(3,381)	0.00	(3,381)
Miscellaneous Operating Revenue	29,579	8,725.00	20,854
<b>Total Operating Revenue</b>	<b>391,063</b>	<b>620,780.99</b>	<b>(229,718)</b>
<b>OPERATING EXPENSES</b>			
Personnel Services	163,768	216,071.84	(52,304)
Materials, Services	149,838	412,898.86	(263,061)
<b>Total Operating Expenses</b>	<b>313,607</b>	<b>628,970.70</b>	<b>(315,364)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>77,456</b>	<b>(8,189.71)</b>	<b>85,646</b>
<b>NON-OPERATING REVENUES</b>			
Grants	0	89,148.00	(89,148)
Interest	928	208.33	720
Transfers In from Other Funds	0	197,362.58	(197,363)
<b>Total Non-operating Revenues</b>	<b>928</b>	<b>286,718.91</b>	<b>(285,791)</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	36,081	0.00	36,081
Capital Outlays	12,139	(200,388.00)	212,527
<b>Total Non-Operating Expenses</b>	<b>48,220</b>	<b>(200,388.00)</b>	<b>248,608</b>
<b>Non-Operating Income (Loss)</b>	<b>(47,292)</b>	<b>487,106.91</b>	<b>(534,399)</b>
<b>Net Income (Loss)</b>	<b>30,164</b>	<b>478,917.20</b>	<b>(448,753)</b>
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Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0



Period: 07/01/22..07/31/22

Port of Newport

**General Operating Fund, Administrative Department**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	(741,378)	0.00	(741,378)
Moorage	(1,717,371)	0.00	(1,717,371)
Services	(626,241)	0.00	(626,241)
RV Park Space Rentals	(986,219)	0.00	(986,219)
Fees	(607,417)	0.00	(607,417)
Property Tax Revenue	(124,147)	0.00	(124,147)
Discounts and Refunds	(25,471)	0.00	(25,471)
Miscellaneous Operating Revenue	3,719	333.33	3,385
<b>Total Operating Revenue</b>	<b>(4,824,526)</b>	<b>333.33</b>	<b>(4,824,859)</b>
<b>OPERATING EXPENSES</b>			
Personnel Services	(1,943,499)	82,032.84	(2,025,531)
Materials, Services	(3,262,302)	98,435.14	(3,360,737)
Less Depreciation	1,672,665	0.00	1,672,665
<b>Total Operating Expenses</b>	<b>(3,533,136)</b>	<b>180,467.98</b>	<b>(3,713,604)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(1,291,390)</b>	<b>(180,134.65)</b>	<b>(1,111,255)</b>
<b>NON-OPERATING REVENUES</b>			
Grants	(724,795)	0.00	(724,795)
Interest	(6,609)	208.33	(6,818)
Gain/Loss on Sale of Assets	(423)	0.00	(423)
Transfers In from Other Funds	(667,000)	197,362.58	(864,363)
Miscellaneous Non-operating Revenue	115,558	0.00	115,558
<b>Total Non-operating Revenues</b>	<b>(1,283,269)</b>	<b>197,570.91</b>	<b>(1,480,840)</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	(720,257)	0.00	(720,257)
Capital Outlays	(1,043,936)	0.00	(1,043,936)
Transfers Out to Other Funds	(100,000)	0.00	(100,000)
<b>Total Non-Operating Expenses</b>	<b>(1,864,193)</b>	<b>0.00</b>	<b>(1,864,193)</b>
<b>Non-Operating Income (Loss)</b>	<b>580,924</b>	<b>197,570.91</b>	<b>383,353</b>
<b>Net Income (Loss)</b>	<b>(710,466)</b>	<b>17,436.26</b>	<b>(727,902)</b>
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Non Budget Expenditures			
Overhead Cost Allocation	(8,404)	0.00	(8,404)
Depreciation	(1,672,665)	0.00	(1,672,665)



Period: 07/01/22..07/31/22

Port of Newport

**General Operating Fund, NIT**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	(55,349)	14,250.00	(69,599)
Moorage	(13,703)	19,309.58	(33,012)
Services	(24,101)	40,833.83	(64,935)
Fees	67,510	0.00	67,510
Discounts and Refunds	57,051	0.00	57,051
Miscellaneous Operating Revenue	4,672	150.00	4,522
<b>Total Operating Revenue</b>	<b>36,081</b>	<b>74,543.41</b>	<b>(38,463)</b>
<b>OPERATING EXPENSES</b>			
Personnel Services	(36,538)	21,727.25	(58,266)
Materials, Services	(28,706)	96,299.54	(125,005)
Less Depreciation	2,997	0.00	2,997
<b>Total Operating Expenses</b>	<b>(62,247)</b>	<b>118,026.79</b>	<b>(180,274)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>98,328</b>	<b>(43,483.38)</b>	<b>141,811</b>
<b>NON-OPERATING REVENUES</b>			
Miscellaneous Non-operating Revenue	84,316	0.00	84,316
<b>Total Non-operating Revenues</b>	<b>84,316</b>	<b>0.00</b>	<b>84,316</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	193,695	0.00	193,695
Capital Outlays	(2,469)	2,469.00	(4,938)
<b>Total Non-Operating Expenses</b>	<b>191,225</b>	<b>2,469.00</b>	<b>188,756</b>
<b>Non-Operating Income (Loss)</b>	<b>(106,909)</b>	<b>(2,469.00)</b>	<b>(104,440)</b>
<b>Net Income (Loss)</b>	<b>(8,581)</b>	<b>(45,952.38)</b>	<b>37,371</b>
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Non Budget Expenditures			
Overhead Cost Allocation	879,071	0.00	879,071
Depreciation	(2,997)	0.00	(2,997)

Period: 07/01/22..07/31/22

Port of Newport

**General Operating Fund, Commercial Marina**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	4,417	12,500.00	(8,083)
Moorage	17,382	53,234.50	(35,853)
Services	73,120	40,672.83	32,447
Fees	6,195	0.00	6,195
Discounts and Refunds	(7,746)	0.00	(7,746)
Miscellaneous Operating Revenue	90,950	2,783.33	88,167
<b>Total Operating Revenue</b>	<b>184,318</b>	<b>109,190.66</b>	<b>75,127</b>
<b>OPERATING EXPENSES</b>			
Personnel Services	(56,351)	48,501.33	(104,852)
Materials, Services	(381,822)	128,166.59	(509,988)
Less Depreciation	30,767	0.00	30,767
<b>Total Operating Expenses</b>	<b>(407,405)</b>	<b>176,667.92</b>	<b>(584,073)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>591,723</b>	<b>(67,477.26)</b>	<b>659,200</b>
<b>NON-OPERATING REVENUES</b>			
Grants	(58,857)	58,857.00	(117,714)
<b>Total Non-operating Revenues</b>	<b>(58,857)</b>	<b>58,857.00</b>	<b>(117,714)</b>
<b>NON-OPERATING EXPENSES</b>			
Capital Outlays	(202,857)	(202,857.00)	0
<b>Total Non-Operating Expenses</b>	<b>(202,857)</b>	<b>(202,857.00)</b>	<b>0</b>
<b>Non-Operating Income (Loss)</b>	<b>144,000</b>	<b>261,714.00</b>	<b>(117,714)</b>
<b>Net Income (Loss)</b>	<b>735,723</b>	<b>194,236.74</b>	<b>541,486</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	(34,314)	0.00	(34,314)
Depreciation	(30,767)	0.00	(30,767)



Period: 07/01/22..07/31/22

Port of Newport

**General Operating Fund, South Beach**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	48,376	38,500.00	9,876
Moorage	(114,740)	156,555.00	(271,295)
Services	(4,863)	2,550.80	(7,414)
RV Park Space Rentals	(228,619)	215,649.45	(444,269)
Fees	33,800	18,000.00	15,800
Discounts and Refunds	(65,460)	0.00	(65,460)
Miscellaneous Operating Revenue	(30,124)	5,458.34	(35,582)
<b>Total Operating Revenue</b>	<b>(361,631)</b>	<b>436,713.59</b>	<b>(798,344)</b>
<b>OPERATING EXPENSES</b>			
Personnel Services	(66,525)	63,810.42	(130,336)
Materials, Services	(114,201)	89,997.59	(204,199)
Less Depreciation	13,560	0.00	13,560
<b>Total Operating Expenses</b>	<b>(167,167)</b>	<b>153,808.01</b>	<b>(320,975)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(194,464)</b>	<b>282,905.58</b>	<b>(477,370)</b>
<b>NON-OPERATING REVENUES</b>			
Grants	(30,291)	30,291.00	(60,582)
Gain/Loss on Sale of Assets	1,943	0.00	1,943
<b>Total Non-operating Revenues</b>	<b>(28,348)</b>	<b>30,291.00</b>	<b>(58,639)</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	32,628	0.00	32,628
Capital Outlays	(53,447)	0.00	(53,447)
<b>Total Non-Operating Expenses</b>	<b>(20,819)</b>	<b>0.00</b>	<b>(20,819)</b>
<b>Non-Operating Income (Loss)</b>	<b>(7,529)</b>	<b>30,291.00</b>	<b>(37,820)</b>
<b>Net Income (Loss)</b>	<b>(201,993)</b>	<b>313,196.58</b>	<b>(515,190)</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	(297,793)	0.00	(297,793)
Depreciation	(13,560)	0.00	(13,560)



PON BALANCE SHEET

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Period: 07/01/22..07/31/22

Port of Newport

**NOAA LEASE REVENUE FUND**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	2,503,219.60
Interfund Activity Receivable	145.00
Prepaid Expenses	94,813.18
<b>Total Current Assets</b>	<b>2,598,177.78</b>
<b>TOTAL FIXED ASSETS</b>	<b>21,495,154.58</b>
Deferred Outflows of Resources	(395,735.04)
<b>TOTAL ASSETS</b>	<b>24,489,067.40</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Accounts Payable	19,238.76
Interfund Activity Payable	111,457.09
Compensated Absences	11,430.10
Accrued Interest	177,651.00
Current Portion - Bonds Payable	1,350,000.00
<b>Total Current Liabilities</b>	<b>1,669,776.95</b>
<b>Non-current Liabilities</b>	
Long-term Debt	13,895,000.00
Less Current Portion - Long-term Debt	(1,350,000.00)
<b>Total Non-current Liabilities</b>	<b>12,545,000.00</b>
Deferred Inflows of Resources	11,565.00
<b>Total Liabilities</b>	<b>14,226,341.95</b>
<b>Equity (Fund Balance)</b>	
Restricted Fund Balance	1,761,721.00
Committed Fund Balance	432,000.00
Unrestricted Fund Balance	8,109,621.64
<b>Total Equity (Fund Balance)</b>	<b>10,303,342.64</b>
Retained Earnings	(1,390,617.19)
<b>Net Assets</b>	<b>10,262,725.45</b>
<b>Total Liabilities and Equity</b>	<b>24,489,067.40</b>



Period: 07/01/22..07/31/22

Port of Newport

**NOAA LEASE REVENUE FUND**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	212,707	214,404.83	(1,697)
<b>Total Operating Revenue</b>	<b>212,707</b>	<b>214,404.83</b>	<b>(1,697)</b>
<b>OPERATING EXPENSES</b>			
Personnel Services	10,514	18,205.75	(7,691)
Materials, Services	30,769	31,179.03	(410)
<b>Total Operating Expenses</b>	<b>41,284</b>	<b>49,384.78</b>	<b>(8,101)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>171,424</b>	<b>165,020.05</b>	<b>6,404</b>
<b>NON-OPERATING REVENUES</b>			
Interest	1,141	500.00	641
<b>Total Non-operating Revenues</b>	<b>1,141</b>	<b>500.00</b>	<b>641</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	1,563,181	0.00	1,563,181
<b>Total Non-Operating Expenses</b>	<b>1,563,181</b>	<b>0.00</b>	<b>1,563,181</b>
<b>Non-Operating Income (Loss)</b>	<b>(1,562,041)</b>	<b>500.00</b>	<b>(1,562,541)</b>
<b>Net Income (Loss)</b>	<b>(1,390,617)</b>	<b>165,520.05</b>	<b>(1,556,137)</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0



PON BALANCE SHEET

Period: 07/01/22..07/31/22

Port of Newport

**NOAA CAPITAL MAINTENANCE FUND**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	1,698,476.94
Interfund Activity Receivable	528,118.69
<b>Total Current Assets</b>	<b>2,226,595.63</b>
<b>TOTAL ASSETS</b>	<b>2,226,595.63</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
<b>Total Current Liabilities</b>	<b>0.00</b>
<b>Non-current Liabilities</b>	
<b>Total Non-current Liabilities</b>	<b>0.00</b>
Deferred Inflows of Resources	0.00
<b>Total Liabilities</b>	<b>0.00</b>
<b>Equity (Fund Balance)</b>	
Restricted Fund Balance	2,224,706.37
<b>Total Equity (Fund Balance)</b>	<b>2,224,706.37</b>
Retained Earnings	1,889.26
<b>Net Assets</b>	<b>2,226,595.63</b>
<b>Total Liabilities and Equity</b>	<b>2,226,595.63</b>





Period: 07/01/22..07/31/22

Port of Newport

**NOAA CAPITAL MAINTENANCE FUND**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>OPERATING INCOME (LOSS)</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>NON-OPERATING REVENUES</b>			
Interest	1,889	(416.67)	2,306
<b>Total Non-operating Revenues</b>	<b>1,889</b>	<b>(416.67)</b>	<b>2,306</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Non-Operating Income (Loss)</b>	<b>1,889</b>	<b>(416.67)</b>	<b>2,306</b>
<b>Net Income (Loss)</b>	<b>1,889</b>	<b>(416.67)</b>	<b>2,306</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0



PON BALANCE SHEET

Period: 07/01/22..07/31/22

Port of Newport

**BOND DEBT FUND**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	118,410.97
Accounts Receivable	44,262.70
<b>Total Current Assets</b>	<b>162,673.67</b>
<b>TOTAL FIXED ASSETS</b>	<b>153,738.00</b>
Deferred Outflows of Resources	(625,495.64)
<b>TOTAL ASSETS</b>	<b>941,907.31</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Current Portion - Bonds Payable	420,000.00
<b>Total Current Liabilities</b>	<b>420,000.00</b>
<b>Non-current Liabilities</b>	
Long-term Debt	11,235,000.25
Less Current Portion - Long-term Debt	(420,000.00)
Bond Premiums	660,561.00
<b>Total Non-current Liabilities</b>	<b>11,475,561.25</b>
Deferred Inflows of Resources	0.00
<b>Total Liabilities</b>	<b>11,895,561.25</b>
<b>Equity (Fund Balance)</b>	
Restricted Fund Balance	(10,956,591.17)
<b>Total Equity (Fund Balance)</b>	<b>(10,956,591.17)</b>
Retained Earnings	2,937.23
<b>Net Assets</b>	<b>(10,953,653.94)</b>
<b>Total Liabilities and Equity</b>	<b>941,907.31</b>



PON Summary Inc Statement

Period: 07/01/22..07/31/22

Port of Newport

**BOND DEBT FUND**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
Property Tax Revenue	2,935	0.00	2,935
<b>Total Operating Revenue</b>	<b>2,935</b>	<b>0.00</b>	<b>2,935</b>
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>OPERATING INCOME (LOSS)</b>	<b>2,935</b>	<b>0.00</b>	<b>2,935</b>
<b>NON-OPERATING REVENUES</b>			
Interest	3	(4.17)	7
<b>Total Non-operating Revenues</b>	<b>3</b>	<b>(4.17)</b>	<b>7</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Non-Operating Income (Loss)</b>	<b>3</b>	<b>(4.17)</b>	<b>7</b>
<b>Net Income (Loss)</b>	<b>2,937</b>	<b>(4.17)</b>	<b>2,941</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0



PON BALANCE SHEET

Period: 07/01/22..07/31/22

Port of Newport

**CONSTRUCTION FUND**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	13,072.61
<b>Total Current Assets</b>	<b>13,072.61</b>
<b>TOTAL ASSETS</b>	<b>13,072.61</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
<b>Total Current Liabilities</b>	<b>0.00</b>
<b>Non-current Liabilities</b>	
<b>Total Non-current Liabilities</b>	<b>0.00</b>
Deferred Inflows of Resources	0.00
<b>Total Liabilities</b>	<b>0.00</b>
<b>Equity (Fund Balance)</b>	
Unrestricted Fund Balance	13,072.51
<b>Total Equity (Fund Balance)</b>	<b>13,072.51</b>
Retained Earnings	0.10
<b>Net Assets</b>	<b>13,072.61</b>
<b>Total Liabilities and Equity</b>	<b>13,072.61</b>



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Period: 07/01/22..07/31/22

Port of Newport

**Construction Fund**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>OPERATING INCOME (LOSS)</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>NON-OPERATING REVENUES</b>			
<b>NON-OPERATING EXPENSES</b>			
<b>Net Income (Loss)</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0



PON BALANCE SHEET

Period: 07/01/22..07/31/22

Port of Newport

**Facilities Maintenance Fund**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	526,905.16
<b>Total Current Assets</b>	<b>526,905.16</b>
<b>TOTAL ASSETS</b>	<b>526,905.16</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
<b>Total Current Liabilities</b>	<b>0.00</b>
<b>Non-current Liabilities</b>	
<b>Total Non-current Liabilities</b>	<b>0.00</b>
Deferred Inflows of Resources	0.00
<b>Total Liabilities</b>	<b>0.00</b>
<b>Equity (Fund Balance)</b>	
Assigned Fund Balance	475,911.12
Unrestricted Fund Balance	50,605.29
<b>Total Equity (Fund Balance)</b>	<b>526,516.41</b>
Retained Earnings	388.75
<b>Net Assets</b>	<b>526,905.16</b>
<b>Total Liabilities and Equity</b>	<b>526,905.16</b>



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Period: 07/01/22..07/31/22

Port of Newport

**Facilities Maintenance Fund**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>OPERATING INCOME (LOSS)</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>NON-OPERATING REVENUES</b>			
Interest	389	41.67	347
<b>Total Non-operating Revenues</b>	<b>389</b>	<b>41.67</b>	<b>347</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Non-Operating Income (Loss)</b>	<b>389</b>	<b>41.67</b>	<b>347</b>
<b>Net Income (Loss)</b>	<b>389</b>	<b>41.67</b>	<b>347</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0



PON BALANCE SHEET

Period: 07/01/22..08/31/22

Port of Newport

**General Operating Funds**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	3,896,530.83
Cash on hand - Petty Cash	550.00
Cash on hand - Cash Drawers	925.00
Accounts Receivable	818,214.71
Allowance for Bad Debt	(30,000.00)
Interfund Activity Receivable	212,327.71
Prepaid Expenses	159,424.90
<b>Total Current Assets</b>	<b>5,057,973.15</b>
<b>TOTAL FIXED ASSETS</b>	<b>49,225,947.13</b>
Deferred Outflows of Resources	775,843.00
<b>TOTAL ASSETS</b>	<b>53,508,077.28</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Accounts Payable	267,515.24
Credit Cards Payable	607.32
Accrued Retainage	5,219.54
Accrued Lodging Taxes	(5,903.69)
Unclaimed Property	6,484.38
Interfund Activity Payable	580,439.43
Payroll Payable	41,856.01
Compensated Absences	62,787.57
Accrued Payroll Taxes	21,886.83
Retirement Withholdings Payable	31,475.81
Garnishment Withholdings Payable	2,050.47
Benefit Deductions Payable	10,208.93
Accrued Interest	12,564.00
Deferred Revenue	521,558.50
Current Portion - Notes Payable	326,191.00
Current Portion - Bonds Payable	225,000.00
<b>Total Current Liabilities</b>	<b>2,109,941.34</b>
<b>Non-current Liabilities</b>	
Long-term Debt	5,540,972.30
Less Current Portion - Long-term Debt	(551,191.00)
Bond Premiums	83,865.55
<b>Total Non-current Liabilities</b>	<b>5,073,646.85</b>
Deferred Inflows of Resources	219,726.00
<b>Total Liabilities</b>	<b>7,403,314.19</b>
<b>Equity (Fund Balance)</b>	
Restricted Fund Balance	1,140,000.00
Committed Fund Balance	667,000.00





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Period: 07/01/22..08/31/22

Port of Newport

**General Operating Funds**

All amounts are in USD.

Description	Balance
Unrestricted Fund Balance	35,999,201.83
Contributed Capital	7,130,788.00
<b>Total Equity (Fund Balance)</b>	<b>44,936,989.83</b>
Retained Earnings	1,026,938.99
<b>Net Assets</b>	<b>46,104,763.09</b>
<b>Total Liabilities and Equity</b>	<b>53,508,077.28</b>

Period: 07/01/22..08/31/22

Port of Newport

**GENERAL OPERATING FUNDS - ALL DEPARTMENT**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	145,241	130,500.00	14,741
Moorage	305,035	458,198.16	(153,163)
Services	57,695	168,115.32	(110,421)
Shipping	2,175	0.00	2,175
RV Park Space Rentals	225,566	431,298.90	(205,733)
Fees	119,930	36,000.00	83,930
Property Tax Revenue	704	0.00	704
Discounts and Refunds	(3,381)	0.00	(3,381)
Miscellaneous Operating Revenue	7,983	17,450.04	(9,467)
<b>Total Operating Revenue</b>	<b>860,946</b>	<b>1,241,562.42</b>	<b>(380,617)</b>
<b>OPERATING EXPENSES</b>			
Personnel Services	367,881	432,143.64	(64,263)
Materials, Services	314,248	825,797.18	(511,549)
<b>Total Operating Expenses</b>	<b>682,129</b>	<b>1,257,940.82</b>	<b>(575,812)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>178,817</b>	<b>(16,378.40)</b>	<b>195,195</b>
<b>NON-OPERATING REVENUES</b>			
Grants	1,140,000	89,148.00	1,050,852
Interest	2,439	416.66	2,023
Transfers In from Other Funds	0	394,725.16	(394,725)
<b>Total Non-operating Revenues</b>	<b>1,142,439</b>	<b>484,289.82</b>	<b>658,149</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	74,906	0.00	74,906
Capital Outlays	219,400	(200,388.00)	419,788
<b>Total Non-Operating Expenses</b>	<b>294,305</b>	<b>(200,388.00)</b>	<b>494,693</b>
<b>Non-Operating Income (Loss)</b>	<b>848,134</b>	<b>684,677.82</b>	<b>163,456</b>
<b>Net Income (Loss)</b>	<b>1,026,951</b>	<b>668,299.42</b>	<b>358,651</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0



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Period: 07/01/22..08/31/22

Port of Newport

**NOAA Lease Revenue Fund**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	2,715,765.33
Interfund Activity Receivable	145.00
Prepaid Expenses	76,660.59
<b>Total Current Assets</b>	<b>2,792,570.92</b>
<b>TOTAL FIXED ASSETS</b>	<b>21,504,175.59</b>
Deferred Outflows of Resources	(395,735.04)
<b>TOTAL ASSETS</b>	<b>24,692,481.55</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Accounts Payable	12,185.01
Interfund Activity Payable	160,151.97
Compensated Absences	10,945.77
Accrued Interest	177,651.00
Current Portion - Bonds Payable	1,350,000.00
<b>Total Current Liabilities</b>	<b>1,710,933.75</b>
<b>Non-current Liabilities</b>	
Long-term Debt	13,895,000.00
Less Current Portion - Long-term Debt	(1,350,000.00)
<b>Total Non-current Liabilities</b>	<b>12,545,000.00</b>
Deferred Inflows of Resources	11,565.00
<b>Total Liabilities</b>	<b>14,267,498.75</b>
<b>Equity (Fund Balance)</b>	
Restricted Fund Balance	1,761,721.00
Committed Fund Balance	432,000.00
Unrestricted Fund Balance	8,109,621.64
<b>Total Equity (Fund Balance)</b>	<b>10,303,342.64</b>
Retained Earnings	(1,237,380.85)
<b>Net Assets</b>	<b>10,424,982.80</b>
<b>Total Liabilities and Equity</b>	<b>24,692,481.55</b>



Period: 07/01/22..08/31/22

Port of Newport

**NOAA LEASE REVENUE FUND**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	425,415	428,809.66	(3,395)
<b>Total Operating Revenue</b>	<b>425,415</b>	<b>428,809.66</b>	<b>(3,395)</b>
<b>OPERATING EXPENSES</b>			
Personnel Services	26,898	36,411.50	(9,513)
Materials, Services	65,103	62,357.94	2,745
<b>Total Operating Expenses</b>	<b>92,001</b>	<b>98,769.44</b>	<b>(6,768)</b>
<b>OPERATING INCOME (LOSS)</b>	<b>333,414</b>	<b>330,040.22</b>	<b>3,373</b>
<b>NON-OPERATING REVENUES</b>			
Interest	1,408	1,000.00	408
<b>Total Non-operating Revenues</b>	<b>1,408</b>	<b>1,000.00</b>	<b>408</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	1,563,181	0.00	1,563,181
Capital Outlays	9,021	0.00	9,021
<b>Total Non-Operating Expenses</b>	<b>1,572,202</b>	<b>0.00</b>	<b>1,572,202</b>
<b>Non-Operating Income (Loss)</b>	<b>(1,570,795)</b>	<b>1,000.00</b>	<b>(1,571,795)</b>
<b>Net Income (Loss)</b>	<b>(1,237,381)</b>	<b>331,040.22</b>	<b>(1,568,421)</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0



PON BALANCE SHEET

Period: 07/01/22..08/31/22

Port of Newport

**NOAA CAPITAL MAINTENANCE FUND**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	1,700,752.44
Interfund Activity Receivable	528,118.69
<b>Total Current Assets</b>	<b>2,228,871.13</b>
<b>TOTAL ASSETS</b>	<b>2,228,871.13</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
<b>Total Current Liabilities</b>	<b>0.00</b>
<b>Non-current Liabilities</b>	
<b>Total Non-current Liabilities</b>	<b>0.00</b>
Deferred Inflows of Resources	0.00
<b>Total Liabilities</b>	<b>0.00</b>
<b>Equity (Fund Balance)</b>	
Restricted Fund Balance	2,224,706.37
<b>Total Equity (Fund Balance)</b>	<b>2,224,706.37</b>
Retained Earnings	4,164.76
<b>Net Assets</b>	<b>2,228,871.13</b>
<b>Total Liabilities and Equity</b>	<b>2,228,871.13</b>



Period: 07/01/22..08/31/22

Port of Newport

**NOAA CAPITAL MAINTENANCE FUND**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>OPERATING INCOME (LOSS)</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>NON-OPERATING REVENUES</b>			
Interest	4,165	(833.34)	4,998
<b>Total Non-operating Revenues</b>	<b>4,165</b>	<b>(833.34)</b>	<b>4,998</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Non-Operating Income (Loss)</b>	<b>4,165</b>	<b>(833.34)</b>	<b>4,998</b>
<b>Net Income (Loss)</b>	<b>4,165</b>	<b>(833.34)</b>	<b>4,998</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0

Period: 07/01/22..08/31/22

Port of Newport

**Bonded Debt Fund**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	121,469.24
Accounts Receivable	43,339.33
<b>Total Current Assets</b>	<b>164,808.57</b>
<b>TOTAL FIXED ASSETS</b>	<b>153,738.00</b>
Deferred Outflows of Resources	(625,495.64)
<b>TOTAL ASSETS</b>	<b>944,042.21</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Current Portion - Bonds Payable	420,000.00
<b>Total Current Liabilities</b>	<b>420,000.00</b>
<b>Non-current Liabilities</b>	
Long-term Debt	11,235,000.25
Less Current Portion - Long-term Debt	(420,000.00)
Bond Premiums	660,561.00
<b>Total Non-current Liabilities</b>	<b>11,475,561.25</b>
Deferred Inflows of Resources	0.00
<b>Total Liabilities</b>	<b>11,895,561.25</b>
<b>Equity (Fund Balance)</b>	
Restricted Fund Balance	(10,956,591.17)
<b>Total Equity (Fund Balance)</b>	<b>(10,956,591.17)</b>
Retained Earnings	5,072.13
<b>Net Assets</b>	<b>(10,951,519.04)</b>
<b>Total Liabilities and Equity</b>	<b>944,042.21</b>



PON Summary Inc Statement

11/9/2022  
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MBROWN

Period: 07/01/22..08/31/22

Port of Newport

**Bonded Debt Fund**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
Property Tax Revenue	4,883	0.00	4,883
<b>Total Operating Revenue</b>	<b>4,883</b>	<b>0.00</b>	<b>4,883</b>
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>OPERATING INCOME (LOSS)</b>	<b>4,883</b>	<b>0.00</b>	<b>4,883</b>
<b>NON-OPERATING REVENUES</b>			
Interest	190	(8.34)	198
<b>Total Non-operating Revenues</b>	<b>190</b>	<b>(8.34)</b>	<b>198</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Non-Operating Income (Loss)</b>	<b>190</b>	<b>(8.34)</b>	<b>198</b>
<b>Net Income (Loss)</b>	<b>5,072</b>	<b>(8.34)</b>	<b>5,080</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0





PON BALANCE SHEET

Period: 07/01/22..08/31/22

Port of Newport

**CONSTRUCTION FUND**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	13,077.59
<b>Total Current Assets</b>	<b>13,077.59</b>
<b>TOTAL ASSETS</b>	<b>13,077.59</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
<b>Total Current Liabilities</b>	<b>0.00</b>
<b>Non-current Liabilities</b>	
<b>Total Non-current Liabilities</b>	<b>0.00</b>
Deferred Inflows of Resources	0.00
<b>Total Liabilities</b>	<b>0.00</b>
<b>Equity (Fund Balance)</b>	
Unrestricted Fund Balance	13,072.51
<b>Total Equity (Fund Balance)</b>	<b>13,072.51</b>
Retained Earnings	5.08
<b>Net Assets</b>	<b>13,077.59</b>
<b>Total Liabilities and Equity</b>	<b>13,077.59</b>



PON Summary Inc Statement

11/9/2022  
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MBROWN

Period: 07/01/22..08/31/22

Port of Newport

**CONSTRUCTION FUND**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>OPERATING INCOME (LOSS)</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>NON-OPERATING REVENUES</b>			
Interest	5	0.00	5
<b>Total Non-operating Revenues</b>	<b>5</b>	<b>0.00</b>	<b>5</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Non-Operating Income (Loss)</b>	<b>5</b>	<b>0.00</b>	<b>5</b>
<b>Net Income (Loss)</b>	<b>5</b>	<b>0.00</b>	<b>5</b>
<hr/> <hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0



PON BALANCE SHEET

Period: 07/01/22..08/31/22

Port of Newport

**FACILITIES MAINTENANCE RESERVE FUND**

All amounts are in USD.

Description	Balance
<b>Assets</b>	
<b>Current Assets</b>	
Cash Deposits	527,457.07
<b>Total Current Assets</b>	<b>527,457.07</b>
<b>TOTAL ASSETS</b>	<b>527,457.07</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
<b>Total Current Liabilities</b>	<b>0.00</b>
<b>Non-current Liabilities</b>	
<b>Total Non-current Liabilities</b>	<b>0.00</b>
Deferred Inflows of Resources	0.00
<b>Total Liabilities</b>	<b>0.00</b>
<b>Equity (Fund Balance)</b>	
Assigned Fund Balance	475,911.12
Unrestricted Fund Balance	50,605.29
<b>Total Equity (Fund Balance)</b>	<b>526,516.41</b>
Retained Earnings	940.66
<b>Net Assets</b>	<b>527,457.07</b>
<b>Total Liabilities and Equity</b>	<b>527,457.07</b>



Period: 07/01/22..08/31/22

Port of Newport

**FACILITIES MAINTENANCE RESERVE FUND**

All amounts are in USD.

Description	Actual	Budget	Variance
<b>OPERATING REVENUE</b>			
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>OPERATING INCOME (LOSS)</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>NON-OPERATING REVENUES</b>			
Interest	941	83.34	857
<b>Total Non-operating Revenues</b>	<b>941</b>	<b>83.34</b>	<b>857</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Non-Operating Income (Loss)</b>	<b>941</b>	<b>83.34</b>	<b>857</b>
<b>Net Income (Loss)</b>	<b>941</b>	<b>83.34</b>	<b>857</b>
<hr/>			
Non Budget Expenditures			
Overhead Cost Allocation	0	0.00	0
Depreciation	0	0.00	0

**Port of Newport**  
**Accounts Paid Report**  
General Operating Fund  
October 1 through October 31, 2022

Check Date	Check No.	Vendor	Amount
10/4/2022	EFT	VOYA-Oregon Savings Growth Plan	630.00
10/4/2022	EFT	First Interstate Bank - Debt Service	5,105.31
10/4/2022	EFT	De Lage Landen Financial Services Inc	640.00
10/5/2022	Direct Deposit	Payroll Disbursement	3,677.50
10/5/2022	Direct Deposit	Payroll Disbursement	2,059.88
10/5/2022	Direct Deposit	Payroll Disbursement	3,189.24
10/5/2022	Direct Deposit	Payroll Disbursement	1,537.24
10/5/2022	Direct Deposit	Payroll Disbursement	1,475.69
10/5/2022	Direct Deposit	Payroll Disbursement	2,257.38
10/5/2022	Direct Deposit	Payroll Disbursement	1,222.38
10/5/2022	Direct Deposit	Payroll Disbursement	2,111.10
10/5/2022	Direct Deposit	Payroll Disbursement	1,314.09
10/5/2022	Direct Deposit	Payroll Disbursement	1,594.40
10/5/2022	Direct Deposit	Payroll Disbursement	4,197.13
10/5/2022	Direct Deposit	Payroll Disbursement	2,227.16
10/5/2022	Direct Deposit	Payroll Disbursement	2,131.79
10/5/2022	Direct Deposit	Payroll Disbursement	1,374.66
10/5/2022	Direct Deposit	Payroll Disbursement	2,016.45
10/5/2022	Direct Deposit	Payroll Disbursement	1,749.38
10/5/2022	Direct Deposit	Payroll Disbursement	20.00
10/5/2022	Direct Deposit	Payroll Disbursement	2,092.83
10/5/2022	Direct Deposit	Payroll Disbursement	405.86
10/5/2022	Direct Deposit	Payroll Disbursement	686.62
10/5/2022	Direct Deposit	Payroll Disbursement	1,581.07
10/5/2022	Direct Deposit	Payroll Disbursement	1,606.99
10/5/2022	Direct Deposit	Payroll Disbursement	593.37
10/5/2022	Direct Deposit	Payroll Disbursement	1,590.79
10/5/2022	Direct Deposit	Payroll Disbursement	1,346.49
10/5/2022	Direct Deposit	Payroll Disbursement	1,458.98
10/5/2022	10587	Jeremy Johnson	650.59
10/5/2022	EFT	Windcave	165.32
10/6/2022	10588	First Interstate Bank Mastercard	331.81
10/6/2022	10589	Advance Backflow Testing LLC	1,000.00
10/6/2022	10590	Amazon Capital Services Inc	90.49
10/6/2022	10591	Carson Oil Co Inc	198.64
10/6/2022	10592	Newport Ace Hardware Inc	40.34
10/6/2022	10593	Advanced Remediation Technologies Inc	4,621.35
10/6/2022	10594	Bay Area Enterprises Inc	16,090.42
10/6/2022	10595	Ecolube Recovery LLC	56.55
10/6/2022	10596	Foress Sign & Manufacturing LLC	14,511.00
10/6/2022	10597	Lincoln Glass Co Inc	490.86

10/6/2022	10598	Metro Overhead Door Inc	858.00
10/6/2022	10599	Newport News Times	98.85
10/6/2022	10600	Void	0.00
10/6/2022	10601	Streamline	450.00
10/6/2022	10602	Integrity Data	901.00
10/6/2022	10603	IconiPro Security Alarms Inc	251.94
10/6/2022	10604	Hyak	5,042.00
10/6/2022	10605	Pioneer Connect	446.09
10/6/2022	10606	Bill's Pest Control LLC	135.00
10/6/2022	10607	Pacific Source Administrators Inc	135.00
10/6/2022	10608	Ground FX Landscape Management LLC	345.00
10/6/2022	10609	Spiro Landscapes Inc	1,450.00
10/6/2022	10610	Dept of Consumer & Business Services	89.60
10/6/2022	10611	Tidewater Environmental Services Inc	2,387.10
10/6/2022	10612	Performance System Integration LLC	2,073.42
10/6/2022	10613	Pioneer Printing Inc	57.30
10/6/2022	10614	TCB Security Services Inc	12,309.00
10/6/2022	10615	First Interstate Bank Mastercard	126.27
10/6/2022	10616	First Interstate Bank Mastercard	375.41
10/6/2022	10617	First Interstate Bank Mastercard	187.46
10/6/2022	10618	Payroll Disbursement	1,222.38
10/7/2022	EFT	Direct TV	798.06
10/7/2022	EFT	Direct TV	441.48
10/7/2022	EFT	City of Newport - Water	23,064.60
10/13/2022	10619	Oregon Fishmongers	705.00
10/13/2022	10620	Employee Expense Reimbursement	107.90
10/13/2022	10621	Void	0.00
10/13/2022	10622	Void	0.00
10/13/2022	10623	Void	0.00
10/13/2022	10624	Void	0.00
10/13/2022	10625	Bergerson Construction Inc	414.44
10/13/2022	10626	Carver Inc	192.66
10/13/2022	10627	MacPherson, Gintner & Diaz	2,475.00
10/13/2022	10628	Newport Rental Service	341.20
10/13/2022	10629	Orkin	300.00
10/13/2022	10630	Void	0.00
10/13/2022	10631	Ultrex	88.62
10/13/2022	10632	Oregon Department of State Lands	39,355.91
10/13/2022	10633	Orkin	128.33
10/13/2022	10634	Performance System Integration LLC	1,962.00
10/13/2022	10635	Pioneer Printing Inc	462.90
10/13/2022	10636	Special Districts Insurance Services	24,795.71
10/13/2022	10637	Thompson's Sanitary Service Inc	21,116.81
10/13/2022	10638	Staples Advantage	163.46
10/13/2022	10639	Staples Advantage	337.53
10/13/2022	10640	Staples Advantage	34.52
10/13/2022	EFT	VOYA-Oregon Savings Growth Plan	1,125.00

10/18/2022	10641	Void	0.00
10/18/2022	10642	Void	0.00
10/18/2022	10643	Void	0.00
10/18/2022	10644	Void	0.00
10/20/2022	10645	Void	0.00
10/20/2022	10646	Void	0.00
10/20/2022	10647	Void	0.00
10/20/2022	10648	Void	0.00
10/20/2022	10649	Void	0.00
10/20/2022	10650	Void	0.00
10/20/2022	10651	Void	0.00
10/20/2022	Direct Deposit	Payroll Disbursement	3,677.39
10/20/2022	Direct Deposit	Payroll Disbursement	1,941.93
10/20/2022	Direct Deposit	Payroll Disbursement	3,189.11
10/20/2022	Direct Deposit	Payroll Disbursement	1,405.49
10/20/2022	Direct Deposit	Payroll Disbursement	1,287.12
10/20/2022	Direct Deposit	Payroll Disbursement	2,256.39
10/20/2022	Direct Deposit	Payroll Disbursement	1,467.41
10/20/2022	Direct Deposit	Payroll Disbursement	2,111.03
10/20/2022	Direct Deposit	Payroll Disbursement	1,468.44
10/20/2022	Direct Deposit	Payroll Disbursement	1,619.62
10/20/2022	Direct Deposit	Payroll Disbursement	4,196.98
10/20/2022	Direct Deposit	Payroll Disbursement	2,227.06
10/20/2022	Direct Deposit	Payroll Disbursement	1,934.93
10/20/2022	Direct Deposit	Payroll Disbursement	648.02
10/20/2022	Direct Deposit	Payroll Disbursement	1,693.36
10/20/2022	Direct Deposit	Payroll Disbursement	1,611.36
10/20/2022	Direct Deposit	Payroll Disbursement	20.00
10/20/2022	Direct Deposit	Payroll Disbursement	2,092.75
10/20/2022	Direct Deposit	Payroll Disbursement	118.94
10/20/2022	Direct Deposit	Payroll Disbursement	244.99
10/20/2022	Direct Deposit	Payroll Disbursement	1,573.42
10/20/2022	Direct Deposit	Payroll Disbursement	1,485.71
10/20/2022	Direct Deposit	Payroll Disbursement	453.82
10/20/2022	10652	Payroll Disbursement	1,590.78
10/20/2022	10653	Payroll Disbursement	841.40
10/20/2022	10654	Payroll Disbursement	1,291.00
10/20/2022	EFT	Central Lincoln PUD	434.22
10/20/2022	EFT	Central Lincoln PUD	17,683.48
10/20/2022	EFT	MASA	1,755.00
10/20/2022	EFT	VOYA-Oregon Savings Growth Plan	1,755.00
10/21/2022	10655	Amazon Capital Services Inc	994.86
10/21/2022	10656	Barrelhead Supply Inc	243.06
10/21/2022	10657	Business Oregon - IFA	218,211.65
10/21/2022	10658	Century Link	40.82
10/21/2022	10659	City of Newport Room Tax	9,161.02
10/21/2022	10660	Void	0.00

10/21/2022	10661	Dahl Disposal	321.90
10/21/2022	10662	Gravity Consulting	13,055.00
10/21/2022	10663	Hyak	207.00
10/21/2022	10664	Lincoln County Public Works	533.68
10/21/2022	10665	Lincoln Plumbing Inc	14,300.00
10/21/2022	10666	Mobile Modular	1,200.00
10/21/2022	10667	MASA	112.00
10/21/2022	10668	Performance System Integration LLC	3,892.03
10/21/2022	10669	Sierra Springs	42.20
10/21/2022	10670	Suburban Propane	786.54
10/21/2022	10671	Employee Expense Reimbursement	75.99
10/21/2022	10672	Yaquina Bay Economic Foundation	200.00
10/21/2022	10673	Business Oregon - IFA	218,211.65
10/21/2022	EFT	Security Monster	3,570.25
10/21/2022	EFT	Washington State Support Registry	200.00
10/26/2022	EFT	OR Dept of Revenue	4,488.84
10/26/2022	EFT	Washington State Support Registry	200.00
10/26/2022	EFT	OR Dept of Revenue-Garnishments	50.00
10/26/2022	EFT	OR Dept of Revenue-Garnishments	599.53
10/27/2022	10674	Void	0.00
10/27/2022	10675	Void	0.00
10/27/2022	10676	Void	0.00
10/27/2022	10677	Void	0.00
10/27/2022	10678	Void	0.00
10/27/2022	10679	Void	0.00
10/27/2022	10680	Void	0.00
10/27/2022	10681	Void	0.00
10/27/2022	10682	Void	0.00
10/27/2022	10683	Void	0.00
10/27/2022	10684	Void	0.00
10/27/2022	10685	Void	0.00
10/27/2022	10686	Void	0.00
10/27/2022	10687	Void	0.00
10/27/2022	10688	Void	0.00
10/27/2022	10689	Void	0.00
10/27/2022	10690	Void	0.00
10/27/2022	10691	Void	0.00
10/27/2022	10692	Void	0.00
10/27/2022	10693	Amazon Capital Services Inc	2,600.86
10/27/2022	10694	Baldwin General Contracting Inc	357,072.45
10/27/2022	10695	Business Oregon - IFA	2,083.33
10/27/2022	10696	Central Lincoln PUD	3,920.00
10/27/2022	10697	Century Link	40.82
10/27/2022	10698	Coastal Paper & Supply Inc	859.22
10/27/2022	10699	Englund Marine Supply Co Inc	1,312.39
10/27/2022	10700	Gregg's Stripe-A-Lot LLC	3,355.00
10/27/2022	10701	Ground FX Landscape Management LLC	210.00



10/27/2022	10702	Kings III of America LLC	147.41
10/27/2022	10703	Mobile Modular	380.00
10/27/2022	10704	Newport Sign Shop	1,632.00
10/27/2022	10705	Performance System Integration LLC	2,419.47
10/27/2022	10706	OR Dept of Environmental Quality	295.00
10/27/2022	10707	NW Natural	291.21
10/27/2022	10708	TWGW Inc NAPA Auto Parts	85.89
10/27/2022	10709	Pacific Northwest Waterways Assoc	920.00
10/27/2022	10710	Wastequip	8,606.80
10/27/2022	10711	Wells Fargo Financial Leasing	8,293.92
10/27/2022	10712	Verizon Wireless	1,221.60
10/27/2022	EFT	Central Lincoln PUD	533.05
10/27/2022	EFT	First Interstate Bank - Debt Service	5,105.31
10/28/2022	EFT	ADP Inc	128.42
10/30/2022	EFT	Windcave	175.00



## **C O N S E N T   C A L E N D A R**

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**DATE:**            **October 27, 2022**  
**RE:**                **Commercial Marina**  
**TO:**                **Paula Miranda, General Manager**  
**ISSUED BY:**    **Aaron Bretz, Director of Operations**

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### **BACKGROUND**

The Port uses refuse carts ( trash dumpsters ) daily in its day-to-day operations, We have 10 refuse carts that we check and or dump daily. We have a lot of trash that accumulates on a regular basis. Refuse carts play a major role for the efficient operations of the commercial marina.

### **DETAIL**

After considering quotes from three companies and conducting thorough market research, we have determined that Rule Steel offers the best value to the Port to supply new refuse carts for the Commercial Marina Operations. We've purchased carts from them in the past, so we have compatible replacement parts already in stock for these carts and we know the quality of Rule Steel carts are very good and they lasted long past what we expected. The carts we currently use are getting towards the end of their life, requiring constant maintenance to keep in safe working condition. Refuse carts sit at the top of every dock and some on the piers all day and night for our fisherman and public to use. Most of the refuse carts we currently use at the commercial marina are upwards of 18 years old and have reached the end of their usable life.

The quoted cost for the Port to purchase 10 new refuse carts is \$38,775 and that includes the shipping cost. That quote for brand-new refuse carts shipped to us that have been hot dip galvanized to extend the life of the carts.

At this time, we're only looking to purchase half the new refuse carts with maintenance funding.

### **BUDGET IMPACTS**

We have money in the maintenance budget for use toward replacement of refuse carts, but we are only requesting five because it's still early in the fiscal year.

### **RECOMMENDATION**

I RECOMMEND A MOTION APPROVING THE GM OR DESIGNEE TO PURCHASE REFUSE CARTS FROM RULE STEEL IN AN AMOUNT NOT TO EXCEED \$20,000, WHICH INCLUDES A 5% CONTINGENCY.



## **S T A F F   R E P O R T**

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**DATE:** 15 November 2022  
**RE:** Procurement Authority Limit  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Mark A. Brown, Director of Finance and Business Services

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### **BACKGROUND**

On July 21, 2020, the Procurement authority of the General Manager increased from \$6,500 to \$10,000.

### **Discussion** **PROCUREMENT.**

This recommendation is for emergency and/or budgeted expenditures. The current spending limit for the General Manager is \$10,000. This limit allows the General Manager to start minor projects but does not have provisions for emergency expenditures.

A recent example of why emergency authority is necessary. Recently the City of Newport identified a break in a waterline at the Port facilities, the cost of the repair exceeds the current authorization, yet requires immediate attention. If the Port delays the project until approval is obtained, a sink hole may occur, and the water bill will be higher each month. For these reasons, this work needs to be completed as soon as possible.

Projects whose value is \$25,000 or greater are included in the "Projects and Notes" (attached for your convenience) portion of the budget, these were approved by the commission when the budget was approved. While not giving carte blanche authority, an approval limit of \$50,000 falls in line with other Ports of similar size:

- The Port of Columbia County authorizes expenditures of up to \$50,000 without seeking authorization of the Commission.
- The Port of Astoria authorizes expenditures of up to \$50,000 without seeking authorization of the Commission.

For these reasons I recommend the following:

### **RECOMMENDATION and MOTION**

**I motion to give the General Manager a spending or procurement limit of \$50,000 prior to requesting authorization from the Commission.**



## Staff Report – Astound Fiber Optics

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**DATE:** November 15 , 2022  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Mark Brown, Director of Finance and Business Services

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### Overview

The Port has a current contract with Astound to provide Fiber Optic cable to the Administrative building and to the RV Park and Marina. The Port is moving to it's new facilities by Mid January, this requires Astound to move of the Fiber Optic cable. In addition, South Beach's WiFi is being upgraded to support access to WiFi for our patrons.

### Details

This agreement replaces the current agreement with Astound.

Moving into a new location for Port Administration requires Astound to move the fiber optics connections to the new location. At the same time Hyak is completing an upgrade the WIFI system in South Beach. This upgrade includes Fiber to the Operations center and to other locations in South Beach. This contract is required in order to connect the new administrative building to the Fiber Optic service, without this contract, the new building will have no internet services. The cost for the Fiber Optic services to the administrative building remains the same under this contract

To accommodate the improved WiFi service, Hyak has recommended that the Port increase the bandwidth (basically the size of the pipeline through which data flows) for the potential increase in use, the increased bandwidth has been incorporated into this agreement, This increases the cost by \$300 per month and will provide our patrons with a reliable internet connection. As more individuals travel having a reliable internet connection is a must for our patrons.

### Recommendation

I recommend the following motion:

I motion the General Manager or Designee enter into an agreement with Astound Fiber optics for \$1775.00 per month for 36 months, with automatic renewals.

###

This Service Order: Replacing Prior Contract (this “Service Order”) is entered into as of the date of last signature below (the “Effective Date”), by and between Astound Business Solutions, LLC (“Provider”), and the customer specified below (“Customer”). This Service Order is made pursuant to and will be governed by Provider’s “Standard Terms and Conditions for Enterprise Services” which are posted on Provider’s website at <http://www.astound.com/business/enterprise-terms> (the “T&Cs”). The T&Cs are incorporated into this Service Order by this reference. All capitalized terms used but not defined in this Service Order shall have the meanings given to them in the T&Cs.

**NOTE:** Provider and Customer are the parties to that certain dated , having Opportunity No. (the “Old Contract”). The parties now desire for this Service Order to replace and supersede the Old Contract in its entirety. Accordingly, as of the Service Commencement Date for the Services provided to Customer pursuant to this Service Order, the Old Contract shall terminate and have no further force or effect; provided, that any outstanding payment obligations under the Old Contract shall survive until met.

CUSTOMER	DBA	CONTACT NAME	CONTACT INFO
Port of Newport		Mark A. Brown Director of Finance and Business Services	Office: 541-406-0370 541-351-1904 Email: Mbrown@portofnewport.com
BILLING ADDRESS		ALTERNATIVE CONTACT	BUSINESS PHONE NUMBER
TAX ID	ACCOUNT NUMBER	REFERENCE NUMBER	ACCOUNT SALES REP
	48 - 121313501	OP337905	Dan Littlefield -

INITIAL SERVICE TERM	SEGMENT
36 months	Enterprise

Provider shall provide to Customer the services set forth below (each, a “Service”), at the location(s) set forth below (each, a “Service Site”), in exchange for the one-time, non-recurring installation charge (“NRC”), and the monthly recurring service charges (“MRC”) set forth below:

PRODUCT LINE ITEM	Z-LOC ADDRESS (PRIMARY)	Z-LOC DEMARC	A-LOC ADDRESS	A-LOC DEMARC	UNITS	MRC / UNIT	TOTAL MRC	NRC / UNIT	TOTAL NRC
DIA 500 Mb	600 SE Bay Blvd ,,, Newport, OR 97365, USA	Cust Prem	N/A		1	\$960.00	\$960.00	\$0.00	\$0.00
EPL 500 Mb	600 SE Bay Blvd ,,, Newport, OR 97365, USA	Cust Prem	2120 SE Marine Science Dr ,,, Newport, OR 97365, USA	Cust Prem	1	\$815.00	\$815.00	\$0.00	\$0.00
<b>NOTE: If the Demarcation Point listed above for a Service Site is the MPOE, then Customer is responsible for providing any necessary demarc extension / additional inside wiring to reach the Customer’s premises/suite.</b>							<b>TOTALS</b>	<b>\$1,775.00</b>	<b>\$0.00</b>

Note: The charges listed above do not include applicable taxes, fees and surcharges.

**NOTES**

Important Notice Regarding E911 Service. The telephone Services provided hereunder are provided by Provider’s Internet Protocol voice network (aka “VoIP”). Federal Communications Commission rules require that providers of VoIP phone services remind customers of these important E911 facts: (i) Provider needs a correct service site address in order to deliver accurate location information to E911; (ii) If you move your VoIP phone equipment to a different physical address, you must call Provider immediately to update the location information, otherwise E911 will not have your correct location information on file; (iii) VoIP services operate using the standard electrical power provided to the service site, so unless you have arranged for a back-up power supply, the Services will be unavailable during a power outage; (iv) You may not be able to make E911 calls if there is a power outage, network outage or other technical problems, or if your phone service is terminated or suspended. **By signing below Customer indicates that Customer has read and understands this notice regarding E911 service.**

The submission of this Service Order to Customer by Provider does not constitute an offer. Instead, this Service Order will become effective only when both parties have signed it. The date this Service Order is signed by the last party to sign it (as indicated by the date associated with that party’s signature) will be deemed the Effective Date of this Service Order.

\_\_\_\_\_  
Authorized Customer Signature

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Authorized Provider Signature

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed



## **NEW BUSINESS**

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**DATE:** October 27, 2022  
**RE:** Commercial Marina  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Aaron Bretz, Director of Operations

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### **BACKGROUND**

Through the City's new billing system, our accounting department detected a leak in a water line in the Commercial Marina. After isolating the source to upland property, maintenance personnel searched the potential area with no success. We hired a leak detection company who guarantees their work, and they located the leak 60' from the Commercial Marina shop beneath the asphalt in the direction of the hoist dock.

### **DETAIL**

This repair was critical because of the potential that it could create a sink hole in the asphalt at the upland portion of the hoist dock.

The Port hired Port's construction to conduct the repair because that company has immediate access to a vac trailer and could make the required holes as small as possible. He could excavate directly to the leak within a 4' X 4' area. The method of repair is highly desirable because of the immediate opportunity to complete the work and the ability to make the repair before the possibility of a sinkhole developing at the hoist dock during the busiest time of the year.

### **BUDGET IMPACTS**

There is plenty of room in the maintenance budget to make this critical repair to maintain water service at the shop and hoist dock, and to prevent a sinkhole from shutting down the hoist dock.

### **RECOMMENDATION**

I RECOMMEND A MOTION AUTHORIZING THE GM TO MAKE PAYMENT FOR SERVICES RENDERED BY PORT'S CONSTRUCTION IN AN AMMOUNT NOT TO EXCEED \$16,280.



## **NEW BUSINESS**

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**DATE:** November 9, 2022  
**RE:** Commercial Marina  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Aaron Bretz, Director of Operations

---

### **BACKGROUND**

The effort to find a contractor to provide the Port with estimates to repair the dock damage at Port Dock 5A has not been fruitful. Due in part to the material the dock is made of, the age of the dock, and the extensive damage there along with the size and condition of the existing pilings, replacement has been the much-preferred method of addressing the damage. I still have a little more work to do to completely assess the potential “repair” cost so that we can back up insurance claims.

### **DETAIL**

We have determined a suitable method to replace the affected stretch of 5A that has heavy damage and is missing floats as a result of the vessel that sank against the dock. We can replace the section of dock with the damage using modular floats relatively inexpensively. These floats are comparable to the 6’ wide wooden, slatted dock that is currently at PD 5A, although the entire dock needs to be replaced within the next ten years and these floats are to last until then. Scottco is the sole-source for pre-made galvanized modular floats of this type.

We’ve found a source for the replacement floats, and would like to move forward with purchasing them so that manufacturing can begin. We could use the same source as a temporary replacement for Port Docks 7E and 7F. I am concurrently seeking emergency permits for the work, but we will likely not receive the new floats until spring.

### **BUDGET IMPACTS**

New floats would be funded with port funds and we would seek reimbursement due to the damages to the dock, and this is pending approval by the responsible party’s insurance company.

### **RECOMMENDATION**

I RECOMMEND A MOTION APPROVING THE GM OR DESIGNEE TO PURCHASE 180’ OF NEW 6’ FLOATS FROM SCOTTCO DISTRIBUTORS NOT TO EXCEED \$47,000, WHICH INCLUDES AN 10% CONTINGENCY AND SHIPPING.





## **NEW BUSINESS**

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**DATE:** November 9, 2022  
**RE:** International Terminal  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Aaron Bretz, Director of Operations

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### **BACKGROUND**

There is a patch of gravel at the storage area adjacent to the Terminal Building that gets high traffic due to forklifts moving gear in and out. It regularly turns into a muddy mess during the winter months and creates a very rough surface for our forklift operators. To close this gap, we got quotes to pave this small area.

### **DETAIL**

This is adjacent to last year's pavement project, and it's about 1,500 square feet.

### **BUDGET IMPACTS**

We have room in the budget for this small improvement.

### **RECOMMENDATION**

I RECOMMEND A MOTION APPROVING THE GM OR DESIGNEE TO CONTRACT WITH ROAD AND DRIVEWAY TO PAVE 1,500 SQUARE FEET ADJACENT TO THE TERMINAL BUILDING IN AN AMOUNT NOT TO EXCEED \$12,000, WHICH INCLUDES AN 8% CONTINGENCY.



## GENERAL MANAGER MONTHLY REPORT

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**DATE:** 11/15/22  
**PERIOD:** 10/21/22 to 11/10/22  
**TO:** Board of Commissioners  
**ISSUED BY:** Paula J. Miranda, General Manager

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### **OVERVIEW**

This is a short month, since we are having our meeting a week earlier.

Here are some of the highlights for the month:

#### **South Beach**

RV Park: Our lottery system went without a hitch this year. Our staff is still contacting users to let them know how they were placed. Moving forward will depend on what commissioners guide us to do during our Work Session prior to the regular session.

#### **North Commercial**

##### Administration Building:

The Administration building is starting to look really good, both inside and out. Inside painting has been completed. This coming week we should be getting inside doors. I will be happy to show commissioners progress anytime you would like to see it. Unfortunately, we have been notified the building will not be completed until mid-January because of electrical parts not being available until then.

Port Dock 7 Plan: We are currently working on the contract with consultant and trying to coordinate the project with the dredging project with the Army Corps. Once contract is completed, we will start coordination (listening sessions) with appropriated parties, including Commercial Fishermens' Users Group.

Port Dock 5A Repairs: As requested on the agenda, we are working on ordering some floats that will do a better job on the dock than the original set up. This will need to be approved by customers insurance responsible for the damage of the dock.

Port Dock 5C Repair: We are starting on repairs of damages caused by the sealions on Monday.

Sealions Nuisance: Maintenance has been working on new devices to deter sealions. They are much more economical, and it seem to work. However, their quality is not the best, so we are still working in coming up with a solution to similar, but long lasting devices.

Bayfront Parking District, City of Newport: Aaron has been attending the City Parking Committee, so please take a look at his report regarding this issue.

## **Newport International Terminal**

RORO Dock Piling Assessment: Some of the reports have come in, but we haven't yet been able to analyze it. We will try to share the reports on the next meeting.

Maritime Administration (MARAD): Unfortunately, we have not been awarded the grant we applied for the equipment at NIT. The Port of Portland was the only port in Oregon who got awarded. We are now looking into moving forward with the grading of 9 acres on our own, which was budgeted for this year, but we tried to include on the grant application as well.

Commercial Net Recycler at International Terminal: Aaron has been working with a company that recycles net and we are looking into entering into an MLA with them. This will be a good thing for the Port, because it always cost money to get rid on discarded nets plus it will be more eco friendly on the long run.

### **Miscellaneous:**

Dredging: We are still working on acquiring permits for dredging NOAA and NIT this year and the Marina next year.

Finances: We are getting some better reports, but some part of the system is still not up to park as far as reporting different sites individually. So, instead of giving you mist information, we have not included each individual site on our financial reporting. Hopefully, by next month we will be able to give you the full picture. Meanwhile, things are still looking good financially overall for the Port.

### **Meetings/Trainings/Summits:**

- 10/23-25 - Business Oregon Brownfields and Infrastructure Summit
- 10/26/22 - Yaquina Bay Economic Foundation (YBEF) Board Meeting
- 10/27/22 - Administration Staff Meeting
- 10/27/22 - Vision 2040
- 10/28/22 - PNWA Strategic Planning Steering Committee
- 10/28/22 - NW Oregon Works Board Meeting
- 10/31/22 - Operations Recurring Meeting
- 10/31/22 - Finance Recurring Meeting
- 11/03/22 - Commercial Staff Quarterly Meeting
- 11/03/22 - Economic Development of Lincoln County Board Meeting
- 11/04/22 - Fishermen's Appreciation Day
- 11/04/22 - Administration Staff Meeting
- 11/07/22 - Operations Recurring Meeting
- 11/07/22 - Finance Recurring Meeting
- 11/07/22 - WHA Insurance pre-renewing meeting
- 11/08/22 - Department Heads Meeting

- 11/08/22 - OCWCOG/Coastal Meeting
- 11/10/22 - Cascades West Economic Development District meeting
- 11/10/22 - SDAO - New Board Member Orientation
- 11/11/22 - Veteran's Day

### **Upcoming Schedule:**

- 11/14/22 - Operations Recurring Meeting
- 11/14/22 - Finance Recurring Meeting
- 11/14/22 - CFUG Meeting
- 11/15/22 - Directors Monthly Meeting
- 11/15/22 - Emerging Industry Analysis - Blue Economy/Ocean Resources
- 11/15/22 - Work Session
- 11/15/22 - Commission Meeting
- 11/16/22 - SDAO Board Meeting
- 11/17/22 - PNWA Monthly Meeting
- 11/18/22 - Administration Building Meeting
- 11/18/22 - PNWA Strategic Planning Meeting
- 11/21/22 - Operations Recurring Meeting
- 11/21/22 - Finance Recurring Meeting
- 11/24-25/22 - Thanksgiving Holiday
- 11/28-30/22 - PTO
- 12/01/22 - Vision 2040
- 12/02/22 - Communications Meeting
- 12/02/22 - Administration Building Meeting
- 12/05/22 - Operations Recurring Meeting
- 12/05/22 - Finance Recurring Meeting
- 12/07/22 - Yaquina Bay Economic Foundation
- 12/09/22 - PNWA Strategic Planning Meeting
- 12/12/22 - Operations Recurring Meeting
- 12/12/22 - Finance Recurring Meeting
- 12/13/22 - Departments Heads Meeting
- 12/13/22 - Business Oregon Maritime Minds
- 12/16/22 - Communications Meeting
- 12/16/22 - Administration Building Meeting
- 12/19/22 - Operations Recurring Meeting
- 12/19/22 - Finance Recurring Meeting
- 12/20/22 - Directors Monthly Meeting
- 12/22/22 - Vision 2040



## FINANCE DEPARTMENT MONTHLY REPORT

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**DATE:** 15 November, 2022  
**PERIOD:** July 1 to August 31, 2022  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Mark Brown, Director of Finance and Business Services

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Final Financial Reports are included for July and August of 2022. We should have final reports through November at the December Commission meeting.

### Issues of Importance

#### Financial/ERP System

- Business Central Purchase Orders has rolled out to all but two individuals, we are waiting for licenses to be issued to complete the roll out.
- An issue was uncovered with how records were being exported from PacSoft to Business Central, records were not properly posting to the correct department. The table that drives this has been rebuilt, which fixes this issue. Port Staff needs to dig deep into the revenue to reallocate revenues to the correct departments.
- Few issues remain open on the Issues log, the one large issue is that emails to customers stop working after a period of time each day. Both Hyak and PacSoft are aware of the issue, PacSoft and Hyak are working to resolve the root cause.
- We have discontinued using spreadsheet to track parking permits and keys, we are now using the Security feature in PacSoft to track these.
- Staff continues to identify ways to save time on data entry.
- Tablets have been received to start having staff do real time entry for services to provided to vessels, we have also ordered keyboards for the tablets, which is delaying the rollout.
- A review of processes and procedures is underway at the RV park based on industry standards and system operations.
- Business Central is up running, the issues reported are being resolved rather quickly and are generally process related.
- Reviews have been implemented in Payroll Now, after an employee has been with the Port for six months a reminder to prepare a review will be sent to the Supervisor.
- 

#### Fiscal Manual

- The development of a new Fiscal Manual is delayed until PacSoft, Business Central are fully implemented and stable. The new fiscal

manual will incorporate changes brought about by the new system, but also provide greater detail than the current manual. More policies and procedures will be included in the manual as well. The goal is to clarify and keep a written document on the policies and procedures in detail, this will allow newly hired accounting staff to understand the Port's accounting methodology and will also act as a reference manual to when a question arises.

### **Employee Handbook**

- Gloria, Mark and Aaron have finished reviewing the Handbook, the next step is a final review and then a Departmental Head review. Prior to bringing it to commission, the Handbook will be sent to the Port attorney and HR Answers for legal review, only then will the Handbook be brought to the commission.

### **RV Park Reservations**

- Reservations in the RV park have slowed
- The Lottery was held as promised on October 29, and we have called all customers regarding their reservation. We have given each customer a timeline to respond, after time expires we will be releasing the reservation.

### **Profit and Loss -**

*The August and July 2022 Financial Reports for the General Operating Funds and NOAA are attached for your review and are included in the commissions packet.*

*The month-to-month budget is based on a straight line forecast of revenues and expenditures. For the Commercial Marina revenues will be recognized per GAAP, that means when earned. This was not the case in the past. For an annual moorage the Revenue is spread across 12 months, instead of being recognized in the month renewed.*

***The analysis below is through August 2022.***

### **General Operating Fund Balance Sheet**

As of August 31, the Port had a cash balance of \$3,896,530, \$1,140,000 is restricted and can be used only for the Rogue Seawall (State of Oregon Grant), leaving an available cash balance of \$2,756,530.

### **General Operating Funds (GOF) FY 2023– all divisions: Budget vs. Actuals**

- **Operating Revenue** is unfavorable by \$380,617
- **Operating expenses** are favorable by \$575,812
- **Operating Income** is favorable by \$195,195
- **Non-Operating Revenue** is favorable by \$658,149
- **Non-Operating Expenses** are favorable by \$494,693
- **Other Net Income** is Unfavorable by \$163,456
- **Overall, Net income** is favorable by \$358,651

## **Breakdown of programs**

PacSoft was cross-posting revenues, until research is complete, and correcting entries made, accurate program level financial statement cannot be provided.

### **NOAA Lease Revenue Fund**

#### **Balance Sheet**

As of August 31, the NOAA Lease revenue Fund had a cash balance of \$2,715,765 with an available balance of \$954,044; the remaining \$1,761,721 is reserved for the annual maximum debt service payment on bonds, as required in the bond contracts.

#### **Income Statement**

##### **Budget vs. Actuals**

- Operating Revenue is slightly unfavorable.
- Operating Expenses are favorable by \$6,768.
- Non-Operating Revenues are favorable by \$408.
- Non-Operating Expenses are unfavorable by \$1,571,795.
- Net income is unfavorable by \$1,568,421
  - This will change when the budgeted debt service is added to the income statement.

### **NOAA Capital Maintenance Fund**

No Changes

The Loan repayment will occur once we have caught up on financial statements.

### **Bonded Debt Fund:**

#### **Balance Sheet**

- No changes

### **Construction Fund:**

- No changes to report.

### **Facility Reserve Fund.**

- No changes

###



11/10/22

Occupancy Report by

Neva Rogers

October occupancy was very strong for the Main Park and Annex. We trended steady reservations for the entire month. Dry camp was not reserved as much due to the availability of the Main Park and Annex. Transient moorage was also steady but did have cancellations due to bad weather. The lottery for the Main Park was held on 10/28/22 with deposits coming in for reservations for next year. 144 reservations were secured. Also, deposits are being made for semi-annual moorage for next years fishing season. Overall a very good month for future reservations in both parks as well as steady occupancy.





## **DIRECTOR OF OPERATIONS REPORT**

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**DATE:** 11/09/2022  
**PERIOD:** October-November 2022  
**TO:** Paula J. Miranda, General Manager  
**ISSUED BY:** Aaron Bretz

### **OVERVIEW DIROPS**

#### **Summary:**

Another busy but shortened month. We worked to get contracts off the ground and finish up projects we started this fall. Commercial Marina is busy, RV Park has filtered out, and the Terminal has picked up. Commercial Fishing User Group Meeting upcoming on 14 November.

#### **Detail:**

- **Army Corps CAP Section 107 Project (Commercial Marina Channel Dredging)**  
Still on track to finish up the work on the feasibility portion of this project this winter. Working now to assess risk in budgeting and project planning.
- **Admin Building**  
Transformer was installed, interior being painted. Gutters will be replaced with higher capacity gutters.
- **RORO Dock Piling Assessment**  
Awaiting analysis reports and should have them at the end of the week of 07NOV.
- **Port Dock 7 Planning**  
Subcontractors are on board, expect final contract this week. Scheduled meeting with the Army Corps team for the CAP Section 107 Project so both teams can learn about each other and find opportunities for synergies.
- **Port Dock 5A Evaluation**  
See report.
- **Port Dock 5C Repair**  
Repairs of the outer fingers on PD 5C commence on Monday. These damages are the result of sea lions. We tested out new devices for deterrence of pinnipeds. They worked, but we're not that pleased with the quality. We're deciding whether to move on with them or something else.

- Bayfront Parking District, City of Newport**  
 The parking advisory committee reviewed the draft RFP for paid parking services on the Bayfront. They will likely go with an electronically based service similar to what we use in South Beach. There's still a lot of discussion about pay structures and how the passes would be administered. The section along the boardwalk near PD5 is planned to be paid/permit parking (meaning it can be paid either by "meter" or by permit). These are City parking assets, so a City pass will be required, and it sounds like the City's pricing structure will be several times more expensive than the Port's current parking pass rate. We will either need to make a choice between raising our rates or leaving ours lower than the city to incentivize more Commercial Fishing users to park on Port property. We have ample space, particularly with the incremental improvements to the PD7 East Lot, which is about 500 yards from the Port Dock 5 Pier. The City wishes to prevent long term parking on the street (those who park on the Bayfront and leave for weeks or even months) to increase parking turnover. This will raise the importance of keeping the Bayfront fishermen's lots clear of unauthorized parking and the importance of the Port properly vetting those who have Commercial Fishermen parking passes. The Port also has an interest in tightening up the verification process of those attaining Port parking passes to be sure that the people getting them are legitimate Fishermen.
- Net Your Problem at International Terminal**  
 Over the past year, I've been having discussions with Net Your Problem LLC, which is an organization that recycles used commercial fishing nets. We formerly had a container at the Terminal where old used nets were hauled off for recycling, but that project folded and went away. Previously, Net Your Problem did not meet the Port of Newport's insurance requirements, but in the past year other Ports have raised their standards and the organization has discovered a benefit to increase the insurance they carry. They since have obtained the required insurance by the Port of Newport, and we will arrange their use of Port space by using the MLA form along with an MOU.

**Newport International Terminal- Don Moon, Supervisor**

**Billable Services Performed this (October)**

- Forklift – 53 hrs
- Moorage –62 days
- 30 Ton Hydraulic Crane – 39.5 hrs
- Hoist Dock Tie Up –68 hrs
- Labor 92.5 hrs
- 120V power – 0 days
- Other (over time) – 4 hrs
- 208V power –46 days

**Commercial Marina / South Beach Marina Harbormaster- Kody Robinson**

**Billable Services Performed this Period:**

**Boat launch from Oct 1<sup>st</sup> to Nov 1<sup>st</sup>, 1034 launches @ \$9308**

- 1: Recreational Marina is fully staffed and training in process for all areas and work in the facility.**
- 2: Commercial Marina is still 2 people short of a full staff, but progress is being made for new hires.**
- 3: Plans and quotes in place to start placing new grating on the gangways in the recreational marina.**
- 4: In house work on broken fingers in the commercial marina will start once seasonal help arrive to fill in during the week and weekends.**
- 5: In house work has already begun in the recreational marina on repairs to the docks and fingers.**
- 6: Landscaping projects in the planning stage for the main and annex RV parks.**
- 7: Assigned moorage in the commercial marina is underway, signs have been installed and larger entrance signs for the pilings are on the way.**
- 8: Painting on the cooperage building and South Beach Marina office will take place once weather is appropriate.**
- 9 : Striping of all the spaces in the South Beach Marina has been completed, more evaluation needs to happen for any changes to the size and length of truck and trailer spaces.**
- 10: First aid, CPR, AED class to be held the 29<sup>th</sup> and 30<sup>th</sup> for port staff.**
- 11: New roll off dumpster was order to help alleviate transportation of trash from Port property and hopeful of new towable dumpster as well.**

**NOAA MOC-P Jim Durkee, Maintenance Supervisor**  
**Special Projects:**

Vessels Using the Facility Since My Last Report – NOAA vessels Hi’ialikai, Oscar Dyson, Okeanos Explorer, & Fairweather, R/V Elakha.

Cleaning up landscaping along fence perimeter & parking areas.

Replaced block heater on emergency generator.

Replaced all the lights on the small boat dock.

Replaced emergency disconnect boots on the shore power boxes.

Associated cleaning washed the gutters, fascia, and window exteriors.

Norton Corrosion performed annual on the Cathodic Protection System.

Quarterly high-lift for warehouse HVAC and overhead doors.