

Port of Newport

600 S. E. BAY BOULEVARD NEWPORT, OREGON 97365 PHONE (541) 265-7758 FAX (541) 265-4235 www.portofnewport.com

Regular Meeting

Tuesday, January 28, 2014

6:00 p.m.

TENTATIVE AGENDA

Location: Port of Newport Marina and RV Park Marina Activities Room
2120 SE Marine Science Drive
Newport, OR 97365

- I. CALL TO ORDER
- II. MINUTES
 - A. Work Session – December 17, 2013 (*Approve*)
 - B. Regular Meeting – December 17, 2013 (*Approve*)
 - C. Special Meeting – January 13, 2014 (*Approve*)
- III. FINANCIAL STATEMENTS
 - A. Financial Report – Pat Albaugh, Director of Finance (*Approve*)
 - B. Accounts Paid (*Approve*)
- IV. PUBLIC COMMENT
 - A. This time is provided to address the Port Commission. Remarks will be limited to three minutes per individual. Time may be adjusted based on the number of persons wishing to comment.
- V. STAFF REPORTS
 - A. Department Reports
 1. Kevin Bryant, Harbormaster, Commercial Marina
 2. Jim Durkee, Terminal Operations Supervisor
 3. Rick Fuller, NOAA Facilities Manager
 4. Penny Gabrielson, South Beach Occupancy Report
 5. Chris Urbach, Harbormaster, South Beach Marina
 - B. General Manager's Report
 - C. Commissioners' Reports
- VI. OLD BUSINESS
 - A. Terminal Renovation Project, Frank Berg, Day CPM Services
Post Construction Activities (*Update*)
- VII. NEW BUSINESS
- VIII. MEETING RECESS at the discretion of the chair.
- IX. OTHER

The Commission reserves this time, if needed, for other business or for further consideration of any item on the agenda.
- X. PUBLIC COMMENT

Additional time for public comment, limited to three minutes per individual.

Serving the Maritime & Recreational Communities

Newport International Terminal (541) 265-9651

Newport Marina at South Beach (541) 867-3321

XI. UPCOMING MEETINGS/EVENTS

- A. SDAO Annual Conference, Seaside, OR, February 6-9
- B. Fishermen's Forum, Port Dock 7 Operations Shop, February 12, 8:30 – 9:30 a.m.
- C. President's Day, February 17, Port Office Closed
- D. Marina Users Meeting, South Beach Marina, February 19, 8:30 – 9:30 a.m.
- E. 2014 Seafood & Wine Festival, South Beach, February 20-23
- F. Work Session, South Beach Activities Room, February 25, 12:00 p.m. *(To be confirmed)*
- G. Regular Meeting, South Beach Activities Room, February 25, 6:00 p.m.

XII. ADJOURNMENT

To place a subject or issue on the agenda for presentation to the commission, please submit your request one week or more in advance of the regular scheduled meeting. Regular meetings are scheduled for the fourth Tuesday of every month at 6:00 p.m.

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

PORT OF NEWPORT
MINUTES
December 17, 2013
WORK SESSION

I. CALL TO ORDER

Commission President JoAnn Barton brought the Work Session of the Port of Newport Board of Commissioners to order on Tuesday, December 17, 2013 at 12:00 p.m. in the South Beach Marina Activities Room, the same being within the boundaries of the Port District.

Commissioners Present: JoAnn Barton, President; David Jincks, Vice-President; Walter Chuck, Secretary; and Dean Fleck, Assistant Secretary-Treasurer.

Port of Newport Management and Staff: Don Mann, General Manager; Pat Albaugh, Finance Director; Patty Benjamin, Administrative Assistant.

Others: Yale Fogarty and Pat Ruddiman, ILWU Local 53.

II. YAQUINA BAY FRUIT PROCESSORS (YBFP) LEASE RENEWAL

Harry Noah, YBFP, had been scheduled to attend the work session to present a business plan to the board and discuss extending his lease with the Port. However, he had cancelled due to illness. The General Manager said he would ask Noah to send the documents he had prepared electronically so they could be forwarded to the commissioners. Rick Fuller, NOAA Facilities Manager, had prepared a conceptual repair estimate at the Port's request for the three buildings leased by YBFP. The total estimate for maintenance and repairs to restore the buildings to serviceable was approximately \$60,000, but that figure did not include upgrading the service transformer from 75KW to 150KW. When the NOAA MOC-P facility was built, the power was moved and cut back from 150KW to 75KW, based on YBFP's needs at that time. Noah had since indicated that he was nearly at the capacity of the 75KW transformer, and a question remained as to whether the expense of a transformer upgrade would fall to the lessee or the lessor. Commissioner Barton noted that if Noah expanded his business at the lease site, that would be a negotiable item.

In reference to the vacant land adjacent to YBFP, General Manager Don Mann reported that he had met with Bob Cowen, Executive Director of the Hatfield Marine Science Center (HMSC), and Oregon State University (OSU) has plans to invest in expanding its Newport campus, to include laboratory and office space and inside storage. Part of that investment could be on Port property, although it was not immediately clear whether OSU/HMSC would expect the same lease terms (\$1 per year) as they currently enjoy. There were no design plans as yet and Mann said it could take longer than two years for the campus expansion to move forward. Rogue Ales and NOAA had also approached the Port about plans for expansion and their future needs for storage space. Mann said that there are two years left on Noah's lease, so the Port could offer an extension of three years for a total of five years, and then do something else with the property. Commissioner Barton said it was her recollection that Noah wanted to know "sooner rather than later" if the Port intended to renew his lease, but she was not comfortable in making a definitive decision yet. The other commissioners agreed. In answer to a question from Commissioner Jincks, the Finance Director said approximately \$30,000 per year is realized in lease revenue ifrom YBFP. Jincks said he would like to see what the life expectancy of the buildings would be after a \$60,000 investment. Commissioner Barton noted that Fuller's report mentioned interior maintenance issues that had not been addressed by the tenant, and Mann added that complaints had been received from other tenants relating to fruit flies during the YBFP's peak cherry season. Commissioner Jincks said this was a "learning lesson" for the Port to incorporate more into its leases as far as housekeeping, inspections, and management. A brief discussion followed about Noah's request for a zoning variance from the City.

Commissioner Chuck said he would like a tour of the YBFP site, and the General Manager said he would arrange that with Rick Fuller.

It was the consensus of the commission to reschedule the work session with Harry Noah for February 25, 2014, when the new General Manager is in place.

III. PUBLIC COMMENT

Yale Fogarty, ILWU Local 53, suggested that the Port have an assessment done on the property leased by YBFP to determine its value before extending YBFP's lease or negotiating with a new tenant.

IV. OTHER

Commission President JoAnn Barton was appointed as the primary representative to the Cascades West Area Commission on Transportation. Commissioner David Jincks was appointed as the alternative representative. Their terms begin on January 1, 2014.

General Manager Don Mann distributed three estimates for new hardware and whalers for repairs on F-Dock at South Beach. The estimate total was \$22,800. A discussion followed about whether to fund the project from maintenance operations, which Mann said would be "tight" between now and the end of the fiscal year, or from the Maintenance Reserve Fund, which stands at approximately \$170,000. In answer to a question from Commissioner Jincks, Finance Director Pat Albaugh said there was a savings of approximately \$60,000 in salaries from two recently retired employees that could be transferred from personal services into materials and services. However, Albaugh's recommendation was there were ample funds available in the Maintenance Reserve Fund, and the F-Dock project would be an appropriate use of that fund. He added that big strides had been made to fill the marina on weekends and most small boats prefer F-Dock. The dock is currently in use but is in poor condition and insurance claims have been made as a result of accidents on the dock.

It was the consensus of the commission to make the necessary disbursement from the Maintenance Reserve Fund, not to exceed \$22,800, for new hardware and whalers for maintenance and repairs on F-Dock.

V. UPCOMING MEETINGS/EVENTS

- A. Regular Meeting, South Beach Marina Activities Room, December 17, 6:00 p.m.
- B. Marina Users Meeting, South Beach Marina, December 18, 8:30-9:30 a.m.
- C. Christmas Holiday, December 25, Port Office Closed

VI. ADJOURNMENT

The Work Session was adjourned at 12:55 p.m.

ATTEST

JoAnn Barton, President

Walter Chuck, Secretary

PORT OF NEWPORT
MINUTES
December 17, 2013
Regular Meeting

I. CALL TO ORDER

Commission President JoAnn Barton called the regular meeting of the Port of Newport Board of Commissioners to order on Tuesday, December 17, 2013 at 6:00 PM in the South Beach Marina Activities Room, 2120 SE Marine Science Drive, Newport, OR, the same being within the boundaries of the Port District.

Commissioners Present: JoAnn Barton, President; David Jincks, Vice-President; Walter Chuck, Secretary; Dean Fleck, Assistant Secretary-Treasurer.

Port of Newport Management and Staff: Don Mann, General Manager; Pat Albaugh, Director of Finance; Rick Fuller, NOAA Facilities Manager; Patty Benjamin, Administrative Assistant.

Others Present: Dennis Anstine, News Times; Bill Barton, Steve Beck, Wayde and Barb Dudley, Lee Fries, and Robert Smith, Newport residents; Dr. Richard Beemer, Newport City Council; Ken Brown, Commissioner-appointee; Yale Fogarty and Pat Ruddiman, ILWU Local 53; Erik Knoder, State of Oregon Employment Department; Mark Miranda, Newport Police Chief; Dave Morgan, News Lincoln County; Kiera Morgan, KYTE-KNPT; Jim Shaw, South Beach resident.

II. MINUTES

- A. Combined Work Session & Regular Meeting—November 19, 2013
 B. Special Meeting—December 12, 2013

Commissioner Fleck moved to approve the minutes of the Combined Work Session and Regular Meeting of November 19, 2013 as submitted. Commissioner Chuck seconded the motion and it passed 4-0.

Commissioner Fleck moved to approve the minutes of the Special Meeting of December 12, 2013 as submitted. Commissioner Chuck seconded the motion and it passed 4-0.

III. FINANCIAL STATEMENTS

- A. Financial Reports.
 B. Accounts Paid.

There were no questions or discussion on the financial reports and accounts paid.

Commissioner Fleck moved, Commissioner Jincks seconded, to approve the Financial Statements and Accounts Paid, Check Nos. 11734-11741/Construction Fund; Check Nos. 12270-12288/NOAA Checking-OCB; and Check Nos. 34912-35011/Operating Account. The motion passed 4-0.

IV. PUBLIC COMMENT

Police Chief Mark Miranda distributed emergency preparedness calendars, and reported that the City's facilities held up well during the recent cold weather.

V. STAFF REPORTS (* Indicates no questions or comments.)

A. Department Reports.

- Kevin Bryant, Commercial Marina Harbormaster*
- Jim Durkee, Terminal Operations Supervisor*
- Rick Fuller, NOAA Facilities Manager*
- Penny Gabrielson, South Beach Occupancy Report*
- Chris Urbach, South Beach Marina Harbormaster*

B. General Manager.

General Manager Don Mann reported that attorney Mike Haglund would be in the area on Friday, December 20, and Monday, December 23, and would like to meet with Mann and two commissioners regarding Teevin Brothers' proposed development at the International Terminal. Commissioners Jincks and Chuck said they would be available on Friday; Commissioner Barton would not. Mann said he would follow up with Haglund and get back to the commissioners to confirm the date and time of the meeting.

C. Commissioners' Reports.

Commissioner Chuck thanked the commission and staff for sending flowers to his wife, Rebecca, after a recent injury.

The chair asked for a report from Commissioners Chuck and Fleck, who had been appointed to the ad-hoc committee to review applications for the Port Commission vacancy, Position 4. Commissioner Fleck said this was the third time he had been involved in filling a commission vacancy and he had never seen so much community interest in the process. Three out of five applicants had been chosen for an interview. They were Steve Beck, Ken Brown, and Dennis McManus, and Fleck said all of them were talented individuals and would have been fine commissioners. He said the decision was difficult and not taken lightly, but they would recommend Ken Brown to fill the vacancy left by the death of Commission "Oly" Olson. Commissioner Chuck agreed that it had been a difficult decision and a sad duty, and he hoped the candidates not chosen would remain interested in working with the Port District and consider running again if another vacancy occurred. Commissioner Barton suggested that the high caliber of the candidates reflected the high caliber of the seated board. She called for a motion.

Commissioner Chuck moved to fill the vacancy on the Port Commission with Ken Brown, as recommended by the ad-hoc committee. Commissioner Fleck seconded the motion.

The chair called for discussion.

Commissioner Jincks submitted a friendly motion for discussion purposes and moved that applicant Dennis McManus's name be added to that of Ken Brown for a commission vote.

Commissioner Chuck, as the maker of the main motion, accepted the friendly motion.

By way of discussion, Commissioner Jincks acknowledged the tremendous talent of the commission vacancy applicants. He said it had been his experience that fishermen don't usually react until they see something wrong, but he had received a great deal of input from the commercial fishing community in favor of applicant Dennis McManus, and he felt the need to listen and understand why that was brought forward. He said supporting something was easy but representing it was difficult. He said in order to represent something, it had to be thoroughly understood and he felt that McManus would bring an understanding of the commercial fishing industry to the commission in a way that would be helpful during the transition period ahead. He also suggested that the Commission Duties and Responsibilities document should be updated, since it had been published in May of 1993, so that issues, such as a commission vacancy, could be dealt with more easily through a set of updated by-laws. The other three commissioners agreed. Commissioner Barton thanked Jincks for bringing his motion forward and added that it was important to vet such issues publicly as a commission.

Commissioner Barton called for a vote on the friendly motion to add applicant Dennis McManus to that of Ken Brown for a commission vote. Commissioners Fleck and Brown were opposed; Commission Jincks was in favor; Commission Barton abstained.

Commissioner Barton called for a vote on the original motion to confirm Ken Brown to fill the commission vacancy, Position No. 4, left by the death of "Oly" Olson. Commissioners Chuck, Fleck, and Barton were in favor; Commissioner Jincks abstained. The motion passed.

Commissioner-appointee Brown will be sworn in at the regular meeting in January 2014.

VI. OLD BUSINESS

A. Terminal Renovation Project, Frank Berg, Day CPM Services, Post Construction Activities.

Frank Berg, Day CPM Services, was not present for the meeting but had submitted a written report that was included in the commissioner's packets. General Manager Don Mann said he would meet with Dave Harlan, Oregon Business Development Department, on amending the Marine Navigation Improvement to include mitigation costs for the project. In answer to a question from Commissioner Jincks, Mann said the early cost estimate on mitigation was \$200,000-\$250,000. In answer to a question from Commissioner Barton, Mann said the Port would apply for an extension to the in-water work window through the end of February 2014, as soon as the joint permit for the dredging revisions was in hand. He said he had asked Oregon's congressional delegation to contact the Army Corps of Engineers (ACOE) and National Marine Fisheries Service (NMFS) in an effort to move up the timing on issuing the permit, although NMFS has indicated that their review would probably take a full 135 days and the Port would need to submit another Biological Assessment based on the desired additional three feet of dredging. Natt McDougall Company had estimated the dredging would take seven to eight weeks. Mann said another series of questions had been received from the agencies the day before, and many of them had already been answered.

VII. NEW BUSINESS

A. Cascades West Area Commission on Transportation Nomination of Members.

At the noon work session, Commissioners Barton and Jincks had volunteered to serve on the Cascades West Area Commission on Transportation.

VII. MEETING RECESS at discretion of the chair.

There was no meeting recess.

IX. OTHER

There was no other business.

X. PUBLIC COMMENT

Referring to Commissioner Jincks' comments about the difference between representation and support, Steve Beck, who had been a candidate to fill the commission vacancy, said he believed the Board of Commissioners represented the voters and supported certain industries, such as tourism, fishing, timber, and marine science.

XI. UPCOMING MEETINGS/EVENTS

- A. New Year's Holiday, January 1, Port Office Closed
- B. Fishermen's Forum, Port Dock 7 Operations Shop, January 8, 8:30 – 9:30 a.m.
- C. Marina Users meeting, South Beach Marina, January 15, 8:30-9:30 a.m.
- D. Combined Work Session & Regular Meeting, South Beach Marina Activities Room, January 28, 6:00 p.m.

XIII. ADJOURNMENT

There being nothing more to come before the Board of Commissioners, the meeting was adjourned at 6:38 p.m.

ATTEST:

JoAnn Barton, President
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Walter Chuck, Secretary

PORT OF NEWPORT
MINUTES
January 13, 2014
Special Meeting

I. CALL TO ORDER

Commission President JoAnn Barton called the special meeting of the Port of Newport Board of Commissioners to order on Monday, January 13, 2014 at 12:00 p.m. in the South Beach Marina Activities Room, 2120 SE Marine Science Drive, Newport, OR, the same being within the boundaries of the Port District. The purpose of the special meeting was to administer the Oath of Office for Commissioner Ken Brown and to finalize and approve the general manager's contract.

Commissioners Present: JoAnn Barton, President; David Jincks, Vice-President; Walter Chuck, Secretary; Dean Fleck, Assistant Secretary-Treasurer; Commissioner-Appointee Ken Brown.

Port of Newport Management and Staff: Don Mann, General Manager; Patty Benjamin, Administrative Assistant.

Others Present: Dennis Anstine, News Times; Stephanie Brown, Newport resident; Larry Coonrod, Lincoln County Dispatch; George Dunkel, Special Districts Association of Oregon; Dr. Hal Pritchett, Facility Use & Design/Terminal Steering Committees.

II. OATH OF OFFICE

Commission President JoAnn Barton administered the Oath of Office for Commissioner Ken Brown, who had been appointed to fill the commission vacancy, Position No. 4, left by the death of Lloyd "Oly" Olson, for an unexpired term ending June 30, 2017.

III. GENERAL MANAGER CONTRACT

Commissioner Barton introduced George Dunkel, Special Districts Association of Oregon (SDAO). Dunkel had been working as a consultant in negotiating the proposed employment agreement between the Port of Newport and Kevin Greenwood, who had been selected as the Port's new general manager. Commissioner Barton asked Dunkel to highlight any specific areas of the contract that differed substantially with the contract the Port had with its current general manager, Don Mann. Dunkel responded that the only substantial change was the format, and added that the contract had been vetted by numerous attorneys, including the Port's legal counsel. He said the new general manager's health insurance would cover his entire family, rather than just the employee and spouse; and the contract was for one year, with a provision for extension or re-negotiation. Greenwood would be granted two weeks' accrued vacation upon arrival, and would accrue vacation at a regular monthly rate as set by Port policy; however, in answer to a question from Commissioner Fleck, Dunkel said the two weeks that were initially granted would not carry over into the following year if not used. General Manager Don Mann pointed out that the Port is in the process of changing to a PTO policy, rather than allowing sick leave and vacation time to accrue, and Greenwood would participate in the process of drafting language for the new Port policy and employee handbook. The proposed contract set an annual salary for Greenwood of \$114,000. Commissioner Jincks suggested going into executive session to discuss contract negotiations and compensation matters, and the chair called for executive session at 12:15 p.m. However, an executive session had not been printed on the public agenda so the specific Oregon Revised Statute citations were not available to be read into the minutes. The discussion continued in open session. Referring to Greenwood's starting salary of \$114,000. Commissioner Jincks said his concern was what the ending salary would be. Commissioner Barton noted that the current general manager's contract had reached its maximum salary cap several years ago. Dunkel said Greenwood's contract did not include a salary cap, but suggested an alternative to salary increases, which would be an annual contract renewal at the same salary with an end-of-the-year bonus based on performance. Commissioners Brown and Fleck said they would be in favor of a performance based bonus. Commissioner Barton said that was a policy that the commission would need to discuss, develop, and formalize. She called for a motion.

Commissioner Chuck moved to approve the final draft of the employment agreement between the Port of Newport and Kevin Greenwood. Commission Jincks seconded the motion.

A brief discussion followed as to whether the motion would need to be amended to include an authorization for the commission president to sign the final employment agreement. It was decided that the motion would stand.

The chair called for a vote and the motion carried 5-0.

George Dunkel thanked the commission for allowing SDAO to participate in the search process and contract negotiations for the new general manager. He said he felt Kevin Greenwood was a great choice and a good fit for the Port. Commissioner Jincks added that he had been extremely pleased with the selection committee's work and their commitment to the process. Commissioner Barton thanked the other commissioners for their help and support.

IV. PUBLIC COMMENT

There was no public comment.

V. UPCOMING MEETINGS/EVENTS

- A. Martin Luther King Day, January 20, Port Office Closed
- B. Work Session & Regular Meeting, January 28, 6:00 p.m., South Beach Marina Activities Room

VI. ADJOURNMENT

There being nothing more to come before the Board of Commissioners, the special meeting was adjourned at 12:30 p.m.

ATTEST:

JoAnn Barton, President

Walter Chuck, Secretary

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Memo

To: Port of Newport Commissioners
From: Pat Albaugh, Director of Finance
Date: January 22, 2014

Financials:

2013 December financials are attached. The financial performance during the first half of the fiscal year was positive. Total revenues are up and total expenses are down compared to last fiscal year. The commercial marina and hoist dock have been very busy as reflected in the revenues. The General Fund is currently ahead of budgeted revenues and operating expenses continue to stay in line with budget. This is true of all the other Funds as well.

Next month you can expect a large increase in expenses for the NOAA Fund as dredging operations have begun. There is also a \$600,000 Revenue Bond payment due the end of January.

Projects approved for the Maintenance Reserve Fund (MRF) are currently being handled through the General Fund. It is easier to process invoices and payments through the operating checking account and avoids banking fees from using MRF's money market account. The project totals can be found on each of the Fund Balance Sheets as "Due from" and "Due" to line items. Once projects are complete the total costs will be transferred between the funds.

While revenues are currently on the upswing there is room for improvement. The South Beach Marina has a lot of available slips. These unutilized slips represent potential revenue in the hundreds of thousands of dollars. The marina has not been marketed much lately so we are beginning to make that a higher priority. Staff manned a booth at the Portland Boat Show and received positive reactions from show goers. We are also getting very positive feedback on the state of the marina. The docks look really good and inviting for new moorage customers.

RV Park/Marina Management Software Update:

The new RV Park/Marina management software is currently being used for all RV Park transactions. The system was put to the test with Seafood and Wine reservations and it performed well. The South Beach staff has worked hard getting this system implemented and I certainly appreciate their positive attitude. Only a few more advanced reservations need to be entered before putting the system on the Port's website to accept online reservations and payments. The South Beach Marina implementation will begin before February.

IT Infrastructure Improvements:

Cameras are currently being installed at the Terminal. Power has been installed and networking infrastructure built to put cameras at Port Dock 5 and 7. There are many places around Port properties cameras would be useful. Once this system is running it should be relatively easy to add cameras to it.

Email is being moved from the Port's Exchange server to hosted Exchange. This should greatly reduce downtime and chances of viruses while improving security and safety of Port data. Every email in and out of the Port domain will be archived.

Please stop by or call anytime if you have questions.

Port of Newport Operating Fund
Balance Sheet
As of December 31, 2013

	<u>Dec 31, 13</u>	<u>Nov 30, 13</u>	<u>\$ Change</u>	<u>Dec 31, 12</u>	<u>\$ Change</u>
ASSETS					
Current Assets					
Checking/Savings					
Available Cash & Equivalents	539,660.39	516,811.18	22,849.21	401,526.80	138,133.59
Restricted Cash & Equivalents	602,550.19	574,465.42	28,084.77	361,196.52	241,353.67
Total Checking/Savings	<u>1,142,210.58</u>	<u>1,091,276.60</u>	<u>50,933.98</u>	<u>762,723.32</u>	<u>379,487.26</u>
Accounts Receivable	100,063.27	83,719.28	16,343.99	83,761.58	16,301.69
Total Accounts Receivable	<u>100,063.27</u>	<u>83,719.28</u>	<u>16,343.99</u>	<u>83,761.58</u>	<u>16,301.69</u>
Other Current Assets					
Allow for Bad Debt - CM	-10,000.00	-10,000.00	0.00	-10,000.00	0.00
Allow for Bad Debt - SB	-4,000.00	-4,000.00	0.00	-4,000.00	0.00
AR Property Tax	8,054.60	8,054.60	0.00	12,592.46	-4,537.86
Assets Held For Sale	0.00	0.00	0.00	5,448.05	-5,448.05
Prepaid Expenses	52,192.03	27,696.21	24,495.82	57,457.68	-5,265.65
Due from other Port Funds	107,673.79	107,606.59	67.20	3,400.02	104,273.77
Total Other Current Assets	<u>153,920.42</u>	<u>129,357.40</u>	<u>24,563.02</u>	<u>64,898.21</u>	<u>89,022.21</u>
Total Current Assets	<u>1,396,194.27</u>	<u>1,304,353.28</u>	<u>91,840.99</u>	<u>911,383.11</u>	<u>484,811.16</u>
Capital Assets	<u>89,128,397.64</u>	<u>89,128,397.64</u>	<u>0.00</u>	<u>84,116,239.00</u>	<u>5,012,158.64</u>
Total Fixed Assets	<u>89,128,397.64</u>	<u>89,128,397.64</u>	<u>0.00</u>	<u>84,116,239.00</u>	<u>5,012,158.64</u>
TOTAL ASSETS	<u><u>90,524,591.91</u></u>	<u><u>90,432,750.92</u></u>	<u><u>91,840.99</u></u>	<u><u>85,027,622.11</u></u>	<u><u>5,496,969.80</u></u>
LIABILITIES & EQUITY					
Liabilities					
Accounts Payable	81,782.20	30,763.56	51,018.64	47,823.79	33,958.41
Total Accounts Payable	<u>81,782.20</u>	<u>30,763.56</u>	<u>51,018.64</u>	<u>47,823.79</u>	<u>33,958.41</u>
Other Current Liabilities					
Due to other Port Funds	13,521.71	0.00	13,521.71	0.00	13,521.71
Prepaid Moorage and Deposits	18,469.00	16,419.00	2,050.00	28,660.77	-10,191.77
Payroll Liability	31,231.66	30,393.00	838.66	46,394.00	-15,162.34
Accrued Property Taxes	32,887.87	32,887.87	0.00	32,887.87	0.00
Current Portion-Long Term Debt	177,258.39	177,258.39	0.00	0.00	177,258.39
Accrued Interest Payable	90,347.00	90,347.00	0.00	86,687.00	3,660.00
Total Other Current Liabilities	<u>363,715.63</u>	<u>347,305.26</u>	<u>16,410.37</u>	<u>194,629.64</u>	<u>169,085.99</u>
Total Current Liabilities	<u>445,497.83</u>	<u>378,068.82</u>	<u>67,429.01</u>	<u>242,453.43</u>	<u>203,044.40</u>
Long Term Debt	8,739,743.61	8,739,743.61	0.00	4,943,158.00	3,796,585.61
2013 FF&C Bond Premium	135,465.75	135,465.75	0.00	0.00	135,465.75
Total Long Term Liabilities	<u>8,875,209.36</u>	<u>8,875,209.36</u>	<u>0.00</u>	<u>4,943,158.00</u>	<u>3,932,051.36</u>
Total Liabilities	<u>9,320,707.19</u>	<u>9,253,278.18</u>	<u>67,429.01</u>	<u>5,185,611.43</u>	<u>4,135,095.76</u>
Total Equity	<u>81,203,884.72</u>	<u>81,179,472.74</u>	<u>24,411.98</u>	<u>79,842,010.68</u>	<u>1,361,874.04</u>
TOTAL LIABILITIES & EQUITY	<u><u>90,524,591.91</u></u>	<u><u>90,432,750.92</u></u>	<u><u>91,840.99</u></u>	<u><u>85,027,622.11</u></u>	<u><u>5,496,969.80</u></u>

Port of Newport Operating Fund
Year-to-Date Budget Variance
 July through December 2013

	<u>Jul - Dec 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
Lease Revenues	316,100.18	535,500.00	-219,399.82	59.03%
Moorage	622,922.57	1,082,000.00	-459,077.43	57.57%
Shipping Terminal Revenues	5,622.20	3,500.00	2,122.20	160.63%
Hoist Dock & Services	228,716.03	335,500.00	-106,783.97	68.17%
RV Parks	416,958.86	528,300.00	-111,341.14	78.93%
Launch Ramp & Trailer Storage	36,431.50	58,000.00	-21,568.50	62.81%
Miscellaneous Revenue	17,213.57	40,000.00	-22,786.43	43.03%
Property & Dredge Sales	110.00	0.00	110.00	100.0%
Grant & Loan Proceeds	1,119.11	527,200.00	-526,080.89	0.21%
Property Tax Revenue	87,880.46	89,000.00	-1,119.54	98.74%
Interest Income	1,362.96	2,500.00	-1,137.04	54.52%
Total Income	<u>1,734,437.44</u>	<u>3,201,500.00</u>	<u>-1,467,062.56</u>	<u>54.18%</u>
Expense				
Salaries & Wages	353,887.02	800,000.00	-446,112.98	44.24%
Payroll Taxes & Benefits	138,638.60	381,000.00	-242,361.40	36.39%
Insurance	75,040.12	187,000.00	-111,959.88	40.13%
Professional Fees	62,547.96	115,000.00	-52,452.04	54.39%
Marketing & Promotion	12,608.34	32,000.00	-19,391.66	39.4%
Dues & Subscriptions	13,282.18	16,000.00	-2,717.82	83.01%
Education & Training	2,236.54	5,000.00	-2,763.46	44.73%
Travel	5,930.44	16,000.00	-10,069.56	37.07%
Office Expenses	14,721.99	65,000.00	-50,278.01	22.65%
Bank Fees	15,148.27	26,000.00	-10,851.73	58.26%
License & Permit Fees	6,401.75	5,000.00	1,401.75	128.04%
Utilities	201,200.38	450,000.00	-248,799.62	44.71%
Contract & Support Services	116,264.01	159,000.00	-42,735.99	73.12%
Repairs & Maintenance	37,820.00	178,000.00	-140,180.00	21.25%
Equipment & Small Tools	4,650.60	10,300.00	-5,649.40	45.15%
Operating Supplies & Fuel	44,225.30	69,300.00	-25,074.70	63.82%
Shipping Expenses	0.00	2,560.00	-2,560.00	0.0%
DSL & State Land Fees	22,749.95	24,000.00	-1,250.05	94.79%
Building & Land leases	6,418.00	12,540.00	-6,122.00	51.18%
Grants & Other	27,450.62	64,300.00	-36,849.38	42.69%
Total Expense	<u>1,161,222.07</u>	<u>2,618,000.00</u>	<u>-1,456,777.93</u>	<u>44.36%</u>
Other Income				
Fund Transfers In	25,000.00	25,000.00	0.00	100.0%
Total Other Income	<u>25,000.00</u>	<u>25,000.00</u>	<u>0.00</u>	<u>100.0%</u>
Other Expense				
Debt Service	249,113.24	445,000.00	-195,886.76	55.98%
Capital - Current Year Costs	0.00	637,500.00	-637,500.00	0.0%
Total Other Expense	<u>249,113.24</u>	<u>1,082,500.00</u>	<u>-833,386.76</u>	<u>23.01%</u>
Operating Income	<u>349,102.13</u>	<u>-474,000.00</u>	<u>823,102.13</u>	<u>-73.65%</u>

Port of Newport Operating Fund
Year-to-Date Operating Statement
 July through December 2013

	<u>Jul - Dec 13</u>	<u>Jul - Dec 12</u>	<u>\$ Change</u>
Income			
Lease Revenues	316,100.18	277,396.83	38,703.35
Moorage	622,922.57	549,643.34	73,279.23
Shipping Terminal Revenues	5,622.20	2,947.32	2,674.88
Hoist Dock & Services	228,716.03	168,410.18	60,305.85
RV Parks	416,958.86	404,352.93	12,605.93
Launch Ramp & Trailer Storage	36,431.50	37,547.60	-1,116.10
Miscellaneous Revenue	17,213.57	30,389.60	-13,176.03
Property & Dredge Sales	110.00	0.00	110.00
Grant & Loan Proceeds	1,119.11	3,300.00	-2,180.89
Property Tax Revenue	87,880.46	85,382.41	2,498.05
Interest Income	1,362.96	1,312.59	50.37
Total Income	<u><u>1,734,437.44</u></u>	<u><u>1,560,682.80</u></u>	<u><u>173,754.64</u></u>
Expense			
Salaries & Wages	353,887.02	369,398.40	-15,511.38
Payroll Taxes & Benefits	138,638.60	148,123.01	-9,484.41
Insurance	75,040.12	77,745.80	-2,705.68
Professional Fees	62,547.96	60,180.84	2,367.12
Marketing & Promotion	12,608.34	11,411.42	1,196.92
Dues & Subscriptions	13,282.18	13,014.85	267.33
Education & Training	2,236.54	2,078.80	157.74
Travel	5,930.44	3,970.10	1,960.34
Office Expenses	14,721.99	15,714.38	-992.39
Bank Fees	15,148.27	17,066.09	-1,917.82
License & Permit Fees	6,401.75	1,323.25	5,078.50
Utilities	201,200.38	200,937.67	262.71
Contract & Support Services	116,264.01	81,846.74	34,417.27
Repairs & Maintenance	37,820.00	60,512.37	-22,692.37
Equipment & Small Tools	4,650.60	8,353.05	-3,702.45
Operating Supplies & Fuel	44,225.30	35,229.37	8,995.93
Shipping Expenses	0.00	1,021.91	-1,021.91
DSL & State Land Fees	22,749.95	23,104.58	-354.63
Building & Land leases	6,418.00	6,270.00	148.00
Grants & Other	27,450.62	85,987.07	-58,536.45
Total Expense	<u><u>1,161,222.07</u></u>	<u><u>1,223,289.70</u></u>	<u><u>-62,067.63</u></u>
Other Income			
Fund Transfers In	25,000.00	0.00	25,000.00
Total Other Income	<u><u>25,000.00</u></u>	<u><u>0.00</u></u>	<u><u>25,000.00</u></u>
Debt Service	249,113.24	425,158.95	-176,045.71
Capital - Current Year Costs	0.00	34,035.22	-34,035.22
Total Other Expense	<u><u>249,113.24</u></u>	<u><u>459,194.17</u></u>	<u><u>-210,080.93</u></u>
Operating Income	<u><u>349,102.13</u></u>	<u><u>-121,801.07</u></u>	<u><u>470,903.20</u></u>

Port of Newport Operating Fund
Monthly Operating Statement
December 2013

	<u>Dec 13</u>	<u>Nov 13</u>	<u>\$ Change</u>	<u>Dec 12</u>	<u>\$ Change</u>
Income					
Lease Revenues	45,817.26	42,005.35	3,811.91	37,467.45	8,349.81
Moorage	71,851.59	92,754.37	-20,902.78	60,147.91	11,703.68
Shipping Terminal Revenues	2,095.60	1,573.00	522.60	0.00	2,095.60
Hoist Dock & Services	62,603.55	41,265.49	21,338.06	35,609.52	26,994.03
RV Parks	14,126.19	17,037.10	-2,910.91	12,920.56	1,205.63
Launch Ramp & Trailer Storage	5,161.00	2,462.00	2,699.00	4,577.55	583.45
Miscellaneous Revenue	1,897.13	2,207.79	-310.66	4,565.06	-2,667.93
Grant & Loan Proceeds	-1,717.59	3,720.14	-5,437.73	1,800.00	-3,517.59
Property Tax Revenue	28,268.81	56,230.77	-27,961.96	2,071.05	26,197.76
Interest Income	306.84	232.96	73.88	189.40	117.44
Total Income	<u>230,410.38</u>	<u>259,488.97</u>	<u>-29,078.59</u>	<u>159,348.50</u>	<u>71,061.88</u>
Expense					
Salaries & Wages	52,924.95	55,957.23	-3,032.28	60,656.29	-7,731.34
Payroll Taxes & Benefits	19,673.20	24,777.06	-5,103.86	22,843.52	-3,170.32
Insurance	13,173.35	12,173.37	999.98	15,395.80	-2,222.45
Professional Fees	12,523.80	3,940.91	8,582.89	3,983.75	8,540.05
Marketing & Promotion	1,957.26	99.00	1,858.26	1,044.05	913.21
Dues & Subscriptions	290.00	73.36	216.64	97.39	192.61
Education & Training	160.00	0.00	160.00	0.00	160.00
Travel	830.89	409.40	421.49	647.35	183.54
Office Expenses	2,991.10	1,506.71	1,484.39	2,699.12	291.98
Bank Fees	90.00	1,487.80	-1,397.80	869.43	-779.43
License & Permit Fees	0.00	1,113.50	-1,113.50	1,143.00	-1,143.00
Utilities	33,501.92	32,086.46	1,415.46	31,218.27	2,283.65
Contract & Support Services	21,202.85	11,546.79	9,656.06	9,151.02	12,051.83
Repairs & Maintenance	4,953.15	1,258.24	3,694.91	1,017.02	3,936.13
Equipment & Small Tools	527.83	0.00	527.83	561.18	-33.35
Operating Supplies & Fuel	7,143.89	10,588.21	-3,444.32	4,848.92	2,294.97
DSL & State Land Fees	12,314.61	0.00	12,314.61	12,565.63	-251.02
Building & Land leases	1,082.00	1,082.00	0.00	1,045.00	37.00
Grants & Other	1,344.74	2,483.71	-1,138.97	10,343.17	-8,998.43
Total Expense	<u>186,685.54</u>	<u>160,583.75</u>	<u>26,101.79</u>	<u>180,129.91</u>	<u>6,555.63</u>
Other Expense					
Debt Service	19,312.86	80,616.67	-61,303.81	13,391.65	5,921.21
Total Other Expense	<u>19,312.86</u>	<u>80,616.67</u>	<u>-61,303.81</u>	<u>13,391.65</u>	<u>5,921.21</u>
Operating Income	<u>24,411.98</u>	<u>18,288.55</u>	<u>6,123.43</u>	<u>-34,173.06</u>	<u>58,585.04</u>

Port of Newport Operating Fund
Operating Statement by Business Unit
 July through December 2013

	SB OPS	SB Admin & Overhead	SB Marina	Main RV Park	Annex	Total South Beach
Income						
Lease Revenues	0.00	0.00	0.00	0.00	0.00	0.00
Moorage	0.00	0.00	343,634.28	0.00	0.00	343,634.28
Shipping Terminal Revenues	0.00	0.00	0.00	0.00	0.00	0.00
Hoist Dock & Services	0.00	0.00	3,848.72	136.50	0.00	3,985.22
RV Parks	0.00	359.15	68.39	326,190.08	90,341.24	416,958.86
Launch Ramp & Trailer Storage	0.00	61.00	35,140.50	0.00	0.00	35,201.50
Miscellaneous Revenue	0.00	180.63	9,642.36	3,528.58	25.00	13,376.57
Property & Dredge Sales	0.00	0.00	0.00	0.00	0.00	0.00
Grant & Loan Proceeds	0.00	0.00	2,836.70	0.00	0.00	2,836.70
Property Tax Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Interest Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	0.00	600.78	395,170.95	329,855.16	90,366.24	815,993.13
Expense						
Salaries & Wages	71,486.56	32,624.59	0.00	0.00	0.00	104,111.15
Payroll Taxes & Benefits	33,915.04	8,660.12	0.00	0.00	0.00	42,575.16
Insurance	1,000.00	0.00	9,377.41	0.00	0.00	10,377.41
Professional Fees	850.00	0.00	0.00	0.00	0.00	850.00
Marketing & Promotion	0.00	6,470.50	943.65	195.00	0.00	7,609.15
Dues & Subscriptions	0.00	40.00	0.00	0.00	0.00	40.00
Education & Training	0.00	795.00	0.00	0.00	0.00	795.00
Travel	0.00	759.44	0.00	0.00	0.00	759.44
Office Expenses	165.10	2,824.84	798.37	64.73	0.00	3,853.04
Bank Fees	0.00	2,599.93	0.00	0.00	0.00	2,599.93
License & Permit Fees	144.00	6.00	0.00	0.00	0.00	150.00
Utilities	24,677.68	13,888.65	58,396.85	13,655.95	6,687.19	117,306.32
Contract & Support Services	5,305.00	32,729.88	11,843.76	11,452.37	0.00	61,331.01
Repairs & Maintenance	6,873.13	340.25	8,043.43	388.12	0.00	15,644.93
Equipment & Small Tools	650.67	104.00	0.00	0.00	0.00	754.67
Operating Supplies & Fuel	18,027.89	898.99	6,671.27	1,549.57	257.44	27,405.16
DSL & State Land Fees	0.00	0.00	10,435.34	0.00	0.00	10,435.34
Building & Land leases	0.00	0.00	0.00	0.00	0.00	0.00
Grants & Other	0.00	15,704.42	0.00	10,822.91	434.71	26,962.04
Total Expense	163,095.07	118,446.61	106,510.08	38,128.65	7,379.34	433,559.75
Other Income						
Fund Transfers In	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service	2,787.30	0.00	0.00	0.00	0.00	2,787.30
Total Other Expense	2,787.30	0.00	0.00	0.00	0.00	2,787.30
Operating Income	-165,882.37	-117,845.83	288,660.87	291,726.51	82,986.90	379,646.08

Port of Newport Operating Fund
Operating Statement by Business Unit
July through December 2013

	Admin & Property Mgmt	Commercial Marina	International Terminal	<u>TOTAL</u>
Income				
Lease Revenues	316,294.36	467.94	516.28	317,278.58
Moorage	0.00	231,428.29	47,320.00	622,382.57
Shipping Terminal Revenues	0.00	0.00	5,622.20	5,622.20
Hoist Dock & Services	0.00	151,544.32	72,548.09	228,077.63
RV Parks	0.00	0.00	0.00	416,958.86
Launch Ramp & Trailer Storage	0.00	1,155.00	75.00	36,431.50
Miscellaneous Revenue	470.29	3,357.20	9.51	17,213.57
Property & Dredge Sales	0.00	110.00	0.00	110.00
Grant & Loan Proceeds	0.00	0.00	-1,717.59	1,119.11
Property Tax Revenue	87,880.46	0.00	0.00	87,880.46
Interest Income	1,362.96	0.00	0.00	1,362.96
Total Income	<u>406,008.07</u>	<u>388,062.75</u>	<u>124,373.49</u>	<u>1,734,437.44</u>
Expense				
Salaries & Wages	139,993.94	90,567.31	19,214.62	353,887.02
Payroll Taxes & Benefits	47,270.58	39,768.71	9,024.15	138,638.60
Insurance	54,285.30	10,377.41	0.00	75,040.12
Professional Fees	58,591.19	0.00	3,106.77	62,547.96
Marketing & Promotion	3,272.91	317.65	1,408.63	12,608.34
Dues & Subscriptions	13,242.18	0.00	0.00	13,282.18
Education & Training	1,022.04	419.50	0.00	2,236.54
Travel	4,987.84	100.81	82.35	5,930.44
Office Expenses	9,618.37	957.67	292.91	14,721.99
Bank Fees	761.54	11,786.80	0.00	15,148.27
License & Permit Fees	21.45	1,438.00	4,792.30	6,401.75
Utilities	9,601.98	51,207.56	23,084.52	201,200.38
Contract & Support Services	10,390.75	35,500.59	9,041.66	116,264.01
Repairs & Maintenance	78.06	15,181.51	6,915.50	37,820.00
Equipment & Small Tools	0.00	382.18	3,513.75	4,650.60
Operating Supplies & Fuel	1,024.25	11,622.79	4,173.10	44,225.30
DSL & State Land Fees	0.00	12,314.61	0.00	22,749.95
Building & Land leases	6,418.00	0.00	0.00	6,418.00
Grants & Other	488.58	0.00	0.00	27,450.62
Total Expense	<u>361,068.96</u>	<u>281,943.10</u>	<u>84,650.26</u>	<u>1,161,222.07</u>
Other Income				
Fund Transfers In	25,000.00	0.00	0.00	25,000.00
Total Other Income	<u>25,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>25,000.00</u>
Debt Service	<u>165,682.96</u>	<u>3,061.12</u>	<u>77,581.86</u>	<u>249,113.24</u>
Total Other Expense	<u>165,682.96</u>	<u>3,061.12</u>	<u>77,581.86</u>	<u>249,113.24</u>
Operating Income	<u>-95,743.85</u>	<u>103,058.53</u>	<u>-37,858.63</u>	<u>349,102.13</u>

Port of Newport - NOAA Fund

Balance Sheet

As of December 31, 2013

	<u>Dec 31, 13</u>	<u>Nov 30, 13</u>	<u>\$ Change</u>	<u>Dec 31, 12</u>	<u>\$ Change</u>
ASSETS					
Current Assets					
Cash & Equivalents	5,343,655.59	5,141,722.92	201,932.67	5,521,505.50	-177,849.91
Total Checking/Savings	5,343,655.59	5,141,722.92	201,932.67	5,521,505.50	-177,849.91
Other Current Assets					
Due From Other Funds	0.00	0.00	0.00	130.33	-130.33
Prepaid Expenses	4,987.63	16,065.38	-11,077.75	2,530.45	2,457.18
Bond Costs (net amortization)	587,640.00	587,640.00	0.00	622,207.00	-34,567.00
Total Other Current Assets	592,627.63	603,705.38	-11,077.75	624,867.78	-32,240.15
Total Current Assets	5,936,283.22	5,745,428.30	190,854.92	6,146,373.28	-210,090.06
TOTAL ASSETS	<u>5,936,283.22</u>	<u>5,745,428.30</u>	<u>190,854.92</u>	<u>6,146,373.28</u>	<u>-210,090.06</u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable	10,232.42	9,515.25	717.17	25,197.05	-14,964.63
Total Accounts Payable	10,232.42	9,515.25	717.17	25,197.05	-14,964.63
Other Current Liabilities					
Vacation Payable	649.00	290.00	359.00	1,474.00	-825.00
Current Portion-Long-Term Debt	790,000.00	790,000.00	0.00	0.00	790,000.00
Accrued Interest Payable	509,285.00	509,285.00	0.00	518,847.00	-9,562.00
Total Other Current Liabilities	1,299,934.00	1,299,575.00	359.00	520,321.00	779,613.00
Total Current Liabilities	1,310,166.42	1,309,090.25	1,076.17	545,518.05	764,648.37
Long Term Liabilities					
Long-Term Debt	22,343,121.00	22,343,121.00	0.00	23,886,540.00	-1,543,419.00
Total Liabilities	23,653,287.42	23,652,211.25	1,076.17	24,432,058.05	-778,770.63
Equity					
Total Equity	-17,717,004.20	-17,906,782.95	189,778.75	-18,285,684.77	568,680.57
TOTAL LIABILITIES & EQUITY	<u>5,936,283.22</u>	<u>5,745,428.30</u>	<u>190,854.92</u>	<u>6,146,373.28</u>	<u>-210,090.06</u>

Port of Newport - NOAA Fund
Year-to-Date Budget Variance
 July through December 2013

	<u>Jul - Dec 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
Lease Income	1,268,982.18	2,535,000.00	-1,266,017.82	50.06%
Interest Income	5,342.30	10,000.00	-4,657.70	53.42%
Misc Income	0.00	100,000.00	-100,000.00	0.0%
Total Income	<u>1,274,324.48</u>	<u>2,645,000.00</u>	<u>-1,370,675.52</u>	<u>48.18%</u>
Expense				
Salary, Wages & Benefits	49,329.85	104,980.00	-55,650.15	46.99%
Insurance	63,191.12	139,725.00	-76,533.88	45.23%
Professional Services	2,899.30	12,000.00	-9,100.70	24.16%
Office & Admin Expenses	2,749.97	17,000.00	-14,250.03	16.18%
Grants & Other	0.00	37,500.00	-37,500.00	0.0%
Licenses & Permits	1,630.00	2,500.00	-870.00	65.2%
Contracted Services	49,996.66	83,100.00	-33,103.34	60.16%
Dredging	5,403.00	250,000.00	-244,597.00	2.16%
Utilities	4,672.25	10,755.00	-6,082.75	43.44%
Materials and Supplies	4,650.44	20,800.00	-16,149.56	22.36%
Fuel (Gas, Diesel, Oil, Lubes)	735.96	1,350.00	-614.04	54.52%
Small Tools & Equipment	570.21	2,500.00	-1,929.79	22.81%
Equipment Rental	404.00	1,250.00	-846.00	32.32%
Office Rent & DSL Leases	10,081.40	12,000.00	-1,918.60	84.01%
Total Expense	<u>196,314.16</u>	<u>695,460.00</u>	<u>-499,145.84</u>	<u>28.23%</u>
Other Expense				
Capital Expenses	0.00	0.00	0.00	0.0%
Fund Transfers Out	218,870.00	220,000.00	-1,130.00	99.49%
Debt Service	1,401,141.88	2,000,434.00	-599,292.12	70.04%
Total Other Expense	<u>1,620,011.88</u>	<u>2,220,434.00</u>	<u>-600,422.12</u>	<u>72.96%</u>
Operating income	<u><u>-542,001.56</u></u>	<u><u>-270,894.00</u></u>	<u><u>-271,107.56</u></u>	<u><u>200.08%</u></u>

Port of Newport - NOAA Fund
Year-to-Date Operating Statement
 July through December 2013

	<u>Jul - Dec 13</u>	<u>Jul - Dec 12</u>	<u>\$ Change</u>
Income			
Lease Income	1,268,982.18	1,268,298.24	683.94
Interest Income	5,342.30	6,841.22	-1,498.92
Misc Income	0.00	7.40	-7.40
Total Income	<u>1,274,324.48</u>	<u>1,275,146.86</u>	<u>-822.38</u>
Expense			
Salary, Wages & Benefits	49,329.85	49,533.33	-203.48
Insurance	63,191.12	62,774.72	416.40
Professional Services	2,899.30	13,294.42	-10,395.12
Office & Admin Expenses	2,749.97	3,164.05	-414.08
Licenses & Permits	1,630.00	1,861.20	-231.20
Contracted Services	49,996.66	56,642.38	-6,645.72
Dredging	5,403.00	0.00	5,403.00
Utilities	4,672.25	4,364.73	307.52
Materials and Supplies	4,650.44	2,864.67	1,785.77
Fuel (Gas, Diesel, Oil, Lubes)	735.96	452.95	283.01
Small Tools & Equipment	570.21	493.94	76.27
Equipment Rental	404.00	122.00	282.00
Office Rent & DSL Leases	10,081.40	9,801.25	280.15
Total Expense	<u>196,314.16</u>	<u>205,369.64</u>	<u>-9,055.48</u>
Other Expense			
Capital Expenses	0.00	11,767.40	-11,767.40
Fund Transfers Out	218,870.00	0.00	218,870.00
Debt Service	1,401,141.88	1,387,616.88	13,525.00
Total Other Expense	<u>1,620,011.88</u>	<u>1,399,384.28</u>	<u>220,627.60</u>
Operating Income	<u><u>-542,001.56</u></u>	<u><u>-329,607.06</u></u>	<u><u>-212,394.50</u></u>

Bonded Debt Fund - Port of Newport
Balance Sheet
As of December 31, 2013

	<u>Dec 31, 13</u>	<u>Nov 30, 13</u>	<u>\$ Change</u>	<u>Dec 31, 12</u>	<u>\$ Change</u>
ASSETS					
Current Assets					
Checking/Savings					
Gen Obligation Bond MM-OCB	258,882.24	588,303.57	-329,421.33	235,273.52	23,608.72
Total Checking/Savings	<u>258,882.24</u>	<u>588,303.57</u>	<u>-329,421.33</u>	<u>235,273.52</u>	<u>23,608.72</u>
Accounts Receivable					
Due from General Operating Fund	13,521.71	0.00	13,521.71	0.00	13,521.71
Total Accounts Receivable	<u>13,521.71</u>	<u>0.00</u>	<u>13,521.71</u>	<u>0.00</u>	<u>13,521.71</u>
Other Current Assets					
Property Tax Receivable	67,552.12	67,552.12	0.00	64,104.00	3,448.12
Total Other Current Assets	<u>67,552.12</u>	<u>67,552.12</u>	<u>0.00</u>	<u>64,104.00</u>	<u>3,448.12</u>
Total Current Assets	339,956.07	655,855.69	-315,899.62	299,377.52	40,578.55
Other Assets					
Bond Issue costs, net of amort.	282,476.00	282,476.00	0.00	294,047.00	-11,571.00
Total Other Assets	<u>282,476.00</u>	<u>282,476.00</u>	<u>0.00</u>	<u>294,047.00</u>	<u>-11,571.00</u>
TOTAL ASSETS	<u><u>622,432.07</u></u>	<u><u>938,331.69</u></u>	<u><u>-315,899.62</u></u>	<u><u>593,424.52</u></u>	<u><u>29,007.55</u></u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Other Current Liabilities					
Bonds Payable - Current	275,000.00	275,000.00	0.00	0.00	275,000.00
Total Other Current Liabilities	<u>275,000.00</u>	<u>275,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>275,000.00</u>
Total Current Liabilities	275,000.00	275,000.00	0.00	0.00	275,000.00
Long Term Liabilities					
2007 Series Bonds	4,311,895.00	4,311,895.00	0.00	4,526,108.00	-214,213.00
2008 Series Bonds	4,414,904.00	4,414,904.00	0.00	4,619,900.00	-204,996.00
2011 Series Bonds	5,267,831.00	5,267,831.00	0.00	5,385,901.00	-118,070.00
Total Long Term Liabilities	<u>13,994,630.00</u>	<u>13,994,630.00</u>	<u>0.00</u>	<u>14,531,909.00</u>	<u>-537,279.00</u>
Total Liabilities	14,269,630.00	14,269,630.00	0.00	14,531,909.00	-262,279.00
Equity					
Total Equity	<u>-13,647,197.93</u>	<u>-13,331,298.31</u>	<u>-315,899.62</u>	<u>-13,938,484.48</u>	<u>291,286.55</u>
TOTAL LIABILITIES & EQUITY	<u><u>622,432.07</u></u>	<u><u>938,331.69</u></u>	<u><u>-315,899.62</u></u>	<u><u>593,424.52</u></u>	<u><u>29,007.55</u></u>

Facility Maintenance Reserve Fund
Balance Sheet
As of December 31, 2013

	<u>Dec 31, 13</u>	<u>Nov 30, 13</u>	<u>\$ Change</u>	<u>Dec 31, 12</u>	<u>\$ Change</u>
ASSETS					
Current Assets					
Checking/Savings					
Umpqua Bank - Money Market	290,215.67	290,214.07	1.60	22,298.50	267,917.17
Total Checking/Savings	<u>290,215.67</u>	<u>290,214.07</u>	<u>1.60</u>	<u>22,298.50</u>	<u>267,917.17</u>
Total Current Assets	<u>290,215.67</u>	<u>290,214.07</u>	<u>1.60</u>	<u>22,298.50</u>	<u>267,917.17</u>
TOTAL ASSETS	<u><u>290,215.67</u></u>	<u><u>290,214.07</u></u>	<u><u>1.60</u></u>	<u><u>22,298.50</u></u>	<u><u>267,917.17</u></u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Due to General Operating Fund	100,477.53	100,227.19	250.34	0.00	100,477.53
Total Current Liabilities	<u>100,477.53</u>	<u>100,227.19</u>	<u>250.34</u>	<u>0.00</u>	<u>100,477.53</u>
Total Liabilities	100,477.53	100,227.19	250.34	0.00	100,477.53
Equity					
Total Equity	<u>189,738.14</u>	<u>189,986.88</u>	<u>-248.74</u>	<u>22,298.50</u>	<u>167,439.64</u>
TOTAL LIABILITIES & EQUITY	<u><u>290,215.67</u></u>	<u><u>290,214.07</u></u>	<u><u>1.60</u></u>	<u><u>22,298.50</u></u>	<u><u>267,917.17</u></u>

Construction Fund - Port of Newport
Balance Sheet
As of December 31, 2013

	<u>Dec 31, 13</u>	<u>Nov 30, 13</u>	<u>\$ Change</u>	<u>Dec 31, 12</u>	<u>\$ Change</u>
ASSETS					
Current Assets					
Checking/Savings					
Construction Fund Bank Accts	959,843.80	971,227.74	-11,383.94	242,079.26	717,764.54
Total Checking/Savings	<u>959,843.80</u>	<u>971,227.74</u>	<u>-11,383.94</u>	<u>242,079.26</u>	<u>717,764.54</u>
Total Current Assets	<u>959,843.80</u>	<u>971,227.74</u>	<u>-11,383.94</u>	<u>242,079.26</u>	<u>717,764.54</u>
TOTAL ASSETS	<u><u>959,843.80</u></u>	<u><u>971,227.74</u></u>	<u><u>-11,383.94</u></u>	<u><u>242,079.26</u></u>	<u><u>717,764.54</u></u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
A/P - Construction	3,924.04	9,832.50	-5,908.46	633,328.93	-629,404.89
Total Accounts Payable	<u>3,924.04</u>	<u>9,832.50</u>	<u>-5,908.46</u>	<u>633,328.93</u>	<u>-629,404.89</u>
Other Current Liabilities					
Due To Other funds	0.00	1,800.00	-1,800.00	0.00	0.00
Total Other Current Liabilities	<u>0.00</u>	<u>1,800.00</u>	<u>-1,800.00</u>	<u>0.00</u>	<u>0.00</u>
Total Current Liabilities	<u>3,924.04</u>	<u>11,632.50</u>	<u>-7,708.46</u>	<u>633,328.93</u>	<u>-629,404.89</u>
Total Liabilities	3,924.04	11,632.50	-7,708.46	633,328.93	-629,404.89
Equity					
Total Equity	<u>955,919.76</u>	<u>959,595.24</u>	<u>-3,675.48</u>	<u>-391,249.67</u>	<u>1,347,169.43</u>
TOTAL LIABILITIES & EQUITY	<u><u>959,843.80</u></u>	<u><u>971,227.74</u></u>	<u><u>-11,383.94</u></u>	<u><u>242,079.26</u></u>	<u><u>717,764.54</u></u>

Port of Newport

Construction Fund

December 13, 2013 to January 22, 2014

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
01/13/14	11742	Dept of Environmental Quality	Waste Disposal DEQ Correction	315.59
01/15/14	11743	Day CPM	Professional Services Nov 2013	2,686.18
01/15/14	11744	KPFF Inc	Construction Management	3,608.45
01/15/14	11745	Natt McDougall Company	International Terminal Construction	159,412.57
			Total	<u>166,022.79</u>

Port of Newport

NOAA Fund

December 13, 2013 to January 22, 2014

Date	Num	Name	Memo	Amount
12/18/13	12289	International Gate Device	Gate Roller Assembly	175.00
12/18/13	12290	Lincoln County Public Works	Fuel for Truck	37.38
12/20/13	12291	City of Newport	Dredging Permit Review	53.00
12/20/13	12292	NOFA	2014 Calendars	105.00
12/20/13	12293	OR Dept of State Lands	Dredging Permit	750.00
01/01/14	12294	Central Lincoln PUD	Electric	109.92
01/01/14	12295	G & K Floors	Janitorial Services	450.00
01/01/14	12296	Verizon Wireless	Phone charges	61.63
01/01/14	12297	Williams Scotsman Inc	Rent Mobile Office	242.54
01/02/14	12298	Idea Print Works	Port Clothing	64.50
01/02/14	12299	Overhead Door Company	Door Arms and Spring Boxes	75.00
01/02/14	12300	S.D.A.O. - Special Districts Assoc. of OR	NOAA Health Ins	571.71
01/09/14	12301	Barrelhead Supply, Inc.	Caulking, Drywall Tools	60.02
01/09/14	12302	Lincoln County Public Works	Fuel for Truck	34.72
01/09/14	12303	Pioneer Telephone Cooperative	Telephone	237.82
01/09/14	12304	Thompsons Sanitary Service	Disposal & 20YD Dumpster	325.10
01/15/14	12305	Road & Driveway	Driveway & Parking Lot Sweeping	250.00
01/15/14	12306	Ultimate Pest Control, LLC	Contracted Pest Control	250.00
01/21/14	12307	Billeter Marine LLC	Progress Billing #1 - Dredging NOAA Pier	19,950.00
01/22/14	12308	Central Lincoln PUD	Electric	92.51
01/22/14	12309	Chase-Visa	Hardware Support, Fence Roller	447.95
01/22/14	12310	G & K Floors	Janitorial Services	450.00
01/22/14	12311	PayneWest Insurance	Insurance Renewal Business CDIC	77,251.50
01/22/14	12312	SecureCom, Inc.	Fire Alarm Service Call	130.25
01/22/14	12313	PayneWest Insurance	Business Insurance Renewal CPOL	8,940.68

Total

111,116.23

Port of Newport

Operating Fund December 13, 2013 to January 22, 2014

Date	Num	Name	Memo	Amount
12/13/2013	35012	Employee	Mid Month Draw	150.00
12/13/2013	35013	Employee	Mid Month Draw	450.00
12/13/2013	35014	Employee	Mid Month Draw	500.00
12/13/2013	35015	Employee	Mid Month Draw	475.00
12/13/2013	35016	Employee	Mid Month Draw	500.00
12/13/2013	35017	Employee	Mid month Draw	300.00
12/13/2013	35018	Employee	Mid Month Draw	500.00
12/17/2013	35019	City of Newport	VOID: wrong discount amount	0.00
12/17/2013	35020	City of Newport	Nov Room Tax	924.57
12/17/2013	35021	Haima, D B-23	Refund Moorage	444.41
12/18/2013	35022	Allegiance Benefit Plan Mgmt	Insurance Withholding	667.42
12/18/2013	35023	Alsea Bay Power Products	Repair Chain Saws	487.84
12/18/2013	35024	Appliance Service Station	Repair #1 Dryer Marina	65.00
12/18/2013	35025	City of Newport	Remove Equip from Old Port Office Bldg	755.50
12/18/2013	35026	Design Space	Office Rental	835.00
12/18/2013	35027	Haglund, Kelley, Jones & Wilder LLP	Professional Services	1,000.00
12/18/2013	35028	HC Etc., Inc	50% Deposit for Camera Security System	1,717.59
12/18/2013	35029	HR inc. Answers	Professional Services Emp Handbook	1,062.00
12/18/2013	35030	Lincoln County Public Works	Fuel for Trucks	313.44
12/18/2013	35031	Mo's Enterprises Inc	Reception for GM Candidates	462.96
12/18/2013	35032	New York Life Insurance Company	Life Insurance	25.00
12/18/2013	35033	O'Laughlin Trade Shows	Booth for Portland Boat Show	750.00
12/18/2013	35034	Pioneer Printing, Inc.	2014 Tide Books	387.30
12/18/2013	35035	Special Districts Insurance Service	Damage to Pat Kemmish Vehicle	1,000.00
12/18/2013	35036	Wells Fargo Insurance Services USA, Inc.	Dock & Marine Insurance	40,603.73
12/26/2013	35037	Central Lincoln PUD	Electric	1,573.41
12/26/2013	35038	Kevin Corwin	Refund Clothing Returned	73.00
01/01/2014	35039	Central Lincoln PUD	Electric	281.47
01/01/2014	35040	Century Link	Telephone	338.84
01/01/2014	35041	Central Lincoln PUD	Electric	3,527.57
01/01/2014	35042	CenturyLink - Business Service	Telephone	18.25
01/01/2014	35043	Central Lincoln PUD	Electric	1,745.56
01/01/2014	35044	Central Lincoln PUD	Electric	3,790.26
01/01/2014	35045	Design Space	Customs Office	247.00
01/01/2014	35046	G & K Floors	SB and Customs Monthly Maint	2,000.00
01/01/2014	35047	Great America Financial Services	Copier Lease	139.60
01/01/2014	35048	NW Natural	Gas Filled	416.30
01/01/2014	35049	T & L Chemical Toilet Service	Tank Service	471.00
01/01/2014	35050	Talbot, Korvola & Warwick, LLP	Final Audit Billing	5,500.00
01/01/2014	35051	Verizon Wireless	Port Cell Phones	285.11
01/02/2014	35052	AboveBoard Electric Inc	Install LED for Parking Lot Light	300.00
01/02/2014	35053	Alan Brown Tire Center	Wheel Barrow Tires	109.92
01/02/2014	35054	Carquest Auto Parts	Oil and Filter for F-150 Service	36.16
01/02/2014	35055	TCB Security Services, Inc	Monthly Security Contract Nov.	6,262.00
01/02/2014	35056	U.G. Cash & Carry	Paper Plates, Coffee	97.39
01/02/2014	35057	TCB Security Services, Inc	Monthly Security Contract Dec	6,262.00

Port of Newport

Operating Fund

December 13, 2013 to January 22, 2014

01/02/2014	35058	CenturyLink - Business Service	Telephone	28.19
01/02/2014	35059	CoastCom Inc	Internet Access SB RV	250.00
01/02/2014	35060	Department of State Lands	Waterway Lease Fee - Captain's Charters	381.00
01/02/2014	35061	Harvey's Lock & Key	Repair Office Lock IT	91.85
01/02/2014	35062	Idea Print Works, Inc.	Uniforms with Port Logos	1,164.50
01/02/2014	35063	ING (State of Oregon Plan)	Monthly Employee Contribution to Deferred Comp	50.00
01/02/2014	35064	JC Market	Beverages, Boat Show	21.07
01/02/2014	35065	KSHL Radio	Radio Commercials X-Mas Ad	100.00
01/02/2014	35066	Lincoln County Historical Society	Deposit for Holiday Party - Maritime Museum	100.00
01/02/2014	35067	Local Ocean	Food for Holiday Party	948.50
01/02/2014	35068	Special Districts Insurance Service	January Health Pan	9,800.66
01/02/2014	35069	Toyota Financial Services	SB Forklift	464.55
01/02/2014	35070	Department of State Lands	DSL Fees - Commercial Marina	11,933.61
01/02/2014	35071	Lincoln County Oregon	Terminal; Foul WX holding tank fees	130.00
01/02/2014	35072	Aflac World Wide Headquarters	Aflac Insurance	133.02
01/02/2014	35073	Business Oregon-OBDD	655-36-02 (Q10001)	3,250.00
01/02/2014	35074	M & E Septic Service, Inc	Pump Holding Tank	425.00
01/03/2014	35075	Muck, D	Moorage Refund, Boat Sold	597.12
01/09/2014	35076	ALSCO	Rugs and Shop Towel Rental	220.36
01/09/2014	35077	Barrelhead	Plumbing Supplies, Dock Water Freeze	482.50
01/09/2014	35078	City of Newport	Water and Sewer	2,731.10
01/09/2014	35079	Coastal Paper & Supply, Inc.	TP, Paper Towels, Coffee, Gloves	1,341.82
01/09/2014	35080	Conrad Forrest Products	Treated Wood, Hoist Dock Project	67.20
01/09/2014	35081	Creative Landscape & Maintenance	Landscape Maintenance	1,200.00
01/09/2014	35082	Dahl & Dahl, Inc	Wood Debris Removal CM	40.00
01/09/2014	35083	Direct TV	Monthly Cable SB Annex	295.10
01/09/2014	35084	Englund Marine Supply Co, Inc	Rope, Nuts and Bolts	57.83
01/09/2014	35085	Fastenal Company	Caution Tape	12.10
01/09/2014	35086	Ferguson Enterprises #3001	Pump Repair Parts CM	162.91
01/09/2014	35087	Government Ethics Commission	Annual Govt Ethics Commission Fee	619.30
01/09/2014	35088	Greater Newport Chamber of Commerce	Membership Renewal	290.00
01/09/2014	35089	Halco Welding, Inc.	Flat Bar	34.00
01/09/2014	35090	JC Market	Beverages	11.68
01/09/2014	35091	Lincoln County Public Works	Fuel for Trucks	389.57
01/09/2014	35092	MACPHERSON, GINTNER & DIAZ	Review General Business Admin	4,042.50
01/09/2014	35093	Neofunds by Neopost	Admin Postage Meter Refill	700.00
01/09/2014	35094	Newport Rental Service	Rent Floor Polisher CTX Bldg SB	46.00
01/09/2014	35095	Newport Plumbing Inc.	Open Mesh Sand cloth SB	17.50
01/09/2014	35096	Oregon Coast Magazine	SB Ad for RV Park	195.00
01/09/2014	35097	Pacific Coast Congress of	Membership Dues; Directory	245.00
01/09/2014	35098	Pioneer Telephone Cooperative	Telephone SB	214.87
01/09/2014	35099	Platt	Bulbs and Light Fixtures SB	455.96
01/09/2014	35100	Portland Bolt & Manufacturing Co.	3/4" Timber Bolts Hoist Dock Project	183.14
01/09/2014	35101	S.D.A.O. Special Districts of OR	SDAO Conference, Don, Ken, Kevin	430.00
01/09/2014	35102	Staples	Paper, Markers, Folders	212.77
01/09/2014	35103	Thompson's Sanitary Service, Inc	Disposal Service	4,895.60
01/09/2014	35104	Toyota Lift NW	PM Service #3000 Forklift	102.19
01/09/2014	35105	U.G. Cash & Carry	Coffee, Rock Salt, Kitty Litter, Towels	230.17
01/09/2014	35106	City of Newport	Water and Sewer	1,964.10

Port of Newport

Operating Fund

December 13, 2013 to January 22, 2014

01/09/2014	35107	Neopost USA Inc	Postage Machine Rental	149.85
01/13/2014	35108	Secretary of State, Business Svc Div.	VOID: 2012-13 Audit Filing with State (printed on w	0.00
01/14/2014	35109	Secretary of State, Business Svc Div.	2012-13 Audit Filing with State	300.00
01/15/2014	35110	Employee	Mid Month Draw	100.00
01/15/2014	35111	Employee	Mid Month Draw	450.00
01/15/2014	35112	Employee	Mid Month Draw	500.00
01/15/2014	35113	Employee	Admin monthly mileage reimbursement	300.00
01/15/2014	35114	Employee	Mid Month Draw	475.00
01/15/2014	35115	Employee	Mid Month Draw	500.00
01/15/2014	35116	Employee	Mid month Draw	300.00
01/15/2014	35117	Employee	Mid Month Draw	500.00
01/15/2014	35118	Appliance Service Station	Repair Dryer #3	155.00
01/15/2014	35119	Central Lincoln PUD	Electric	7,135.38
01/15/2014	35120	Century Link	Monthly Telephone	339.81
01/15/2014	35121	Conrad Forrest Products	Treated Lumber F Dock Rebuild	13,863.20
01/15/2014	35122	Design Space	Office Rental	835.00
01/15/2014	35123	Fred Meyer Customer Charges	Water Filters, Batteries, Creamer	205.90
01/15/2014	35124	Haglund, Kelley, Jones & Wilder LLP	Professional Services	1,000.00
01/15/2014	35125	Harvey's Lock & Key	Service Call & Keys	77.00
01/15/2014	35126	HR inc. Answers	Handbook Review	81.00
01/15/2014	35127	Industrial Welding Supply, Inc	Fill Oxygen Tanks	67.51
01/15/2014	35128	KSHL Radio	Radio ads - Veteran's Day	99.00
01/15/2014	35129	Newport Signs	Danger Sign IT	720.00
01/15/2014	35130	OCZMA, Inc.	Membership OCZMA 2013-14	800.00
01/15/2014	35131	Port of Toledo Boat Yard	Crane Certification Kent	160.00
01/15/2014	35132	Suburban Propane	Fill Propane Tanks	1,278.66
01/15/2014	35133	Toyota Financial Services	SB Forklift	464.55
01/15/2014	35134	Central Lincoln PUD	Electric	8,825.74
01/15/2014	35135	CenturyLink - Business Service	Telephone	18.22
01/15/2014	35136	Toyota Financial Services	Property Tax	337.26
01/15/2014	35137	Toyota Financial Services	Forklift	1,159.30
01/16/2014	35138	City of Newport	Dec Room Tax	515.78
01/16/2014	35139	Oregon Lodging Tax	2nd Quarter 2013 Lodging Tax	827.92
01/16/2014	35140	Oregon Lodging Tax	3rd Qtr 2013 Lodging Tax	2,186.62
01/16/2014	35141	Oregon Lodging Tax	4th quarter Lodging Tax	420.17
01/22/2014	35142	Alesa Bay Power Products	Repair Chain Saw	38.00
01/22/2014	35143	Business Oregon-OBDD	655-36-02 (Q10001)	3,250.00
01/22/2014	35144	Central Lincoln PUD	Electric	998.08
01/22/2014	35145	Chase - Visa	Chairs Act Rm, Travel, Rooms MGR Candidates	3,416.24
01/22/2014	35146	Coastal Refrigeration	Repair Heat to Restrooms SB RV	100.00
01/22/2014	35147	Costco	Business membership 2 cards	110.00
01/22/2014	35148	Direct TV	Cable SB RV Park	473.59
01/22/2014	35149	G & K Floors	SB and Customs Monthly Maint	2,000.00
01/22/2014	35150	HD Waterworks	Install Water Meter IT	2,021.14
01/22/2014	35151	News-Times	Salute Fisherman Ad	62.00
01/22/2014	35152	Pioneer Printing, Inc.	Name Plate for Ken Brown	19.80
01/22/2014	35153	Platt	10 Fluorescent Lights	192.02
01/22/2014	35154	Stability Engineering Inc	Structural Consulting Hoist Dock, Final Inspection	442.00
01/22/2014	35155	Suburban Propane	Fill Propane Tanks	1,194.77

Port of Newport

Operating Fund December 13, 2013 to January 22, 2014

01/22/2014 35156	Xerox Corporation	Copier Rental and Print Charge SB	175.85
01/22/2014 35157	Central Lincoln PUD	Electric	4,641.28

Total	<u>203,893.58</u>
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600 S. E. BAY BOULEVARD NEWPORT, OREGON 97365 (541) 265-7758 FAX (541) 265-4235

Memo

To: Port of Newport Board of Commissioners
From: Kevin Bryant, Harbormaster
Copy: Port Management Staff
Date: January 22, 2014
Re: North Commercial Operations Monthly Report

Hoist Dock

We have had a steady flow of buyers at the hoist dock since crab season opened. We are trying to coordinate semis with boats and crews as smoothly as possible to provide access to the dock for everyone.

From October 28—January 18, we moved 3,500 pallets, for a total of more than 21,000 crab pots.

As of this week, the price of crab is up to \$4.50 per pound to the fishermen. The price might possibly go down when the demand for crab eases after the Chinese New Year.

Port of Newport

600 S. E. BAY BOULEVARD NEWPORT, OREGON 97365 (541) 265-7758 FAX (541) 265-4235

To: Port of Newport Commission
From: Jim Durkee, Terminal Operations Supervisor
Copy: Port Management Staff
Date: January 22, 2014
Re: January Manager's Report

Maintenance

I had Harvey's Lock and Key come in twice this month, once to replace a failed lock on my office and once to open Seafarer's Brokerage who had locked their key in the office. I have a spare key for Seafarer's office now in case it happens again. Isaac Reinholdt from Norton Corrosion inspected the cathodic protection system on the dock. He was pleased with the way everything looked under the dock and was satisfied with the system readouts.

Construction

Natt McDougall picked up their remaining construction trailer. I assisted Billeter Marine as they brought in gear to the point for dredging at NOAA. They have been using the area on the point for assembly and the east end of the dock to load gear on to the barge with their own crane.

Fishing Fleet Activity

I had a few boats load crab pots at the terminal this year. The Alaska fleet continued to keep me and the dock busy through the beginning of January. I believe December must have been a record for fishing fleet moorage at the terminal. The lot was full of nets being repaired right up to the last minute. On an incoming tide the Miss Berdie's door came up under one of the cleats on the pilings. It was listing noticeably when I got to work. Since I was unable to contact the skipper, I ended up using the 9,000# Hyster to push the vessel forward in order to free it and watched it pop up several feet when it came loose. I still have gear to load on two boats that will be headed to Alaska as soon as they finish their yard work up river.

Other Activities

I power-washed and painted fifteen eco blocks for use as traffic controls around the CXT buildings and the junction boxes and poles. Some of them will be used for mounting life-rings and sign posts. While I had the power-washer out I washed the mobile hydraulic crane.

Three security cameras were installed on light poles around the terminal.
Newport Sign put up new signs at the entrances. The one at the east entrance gets lost among the other signs, something to think about in the future...

Overview of December Services

10 fishing vessels spent a total of about 225 days moored at the Terminal dock.
16 fishing vessels used the Terminal dock for work. At least 6 vessels took on fuel.
41 hours of forklift service were provided.
33 hours of crane service were provided.

Port of Newport

FACILITY MANAGER'S MONTHLY REPORT

FACILITY: NOAA MOC-P
DATE: 1/23/2014
PERIOD: January 2014
TO: Don Mann
ISSUED BY: Rick Fuller

Summary

December into January consisted mostly of regularly scheduled preventative maintenance for the facility. Replacement and repair of a door operator attachment assembly at the boat shed overhead door was required with no interruption to NOAA operations. The building automation system software, WebCTRL was updated to the new version 6.0 which now allows true mobile monitoring and control via phone and tablet with better quality trend reporting apparent with a desktop computer. Although happy with the software to date, the new software version has many improvements apparent to the end user.













Dredging operations have begun and are in progress by Billeter Marine, LLC as contracted for the north side of the wharf. The dredge disposal site has been developed and is receiving dredge materials at the time of this report. Dredge operations are beginning at berth #4 and will continue westward past berth #1. The dredging will be completed within the in-water work period ending February 15, 2014. Marine Technology Services diving services contract was reviewed, revised and completed for the additional 8 sample sites added as required through the dredge permitting process. All long term post reporting and future services required for the dredging and post construction activities have been added to the CMMS schedule














Total full time building occupancy remains at approximately 73% of office space available. NOAA ships Shamada and Rainier have left port. Currently the Fairweather remains at berth #1 until the ship moves to berth #4 after dredging has been completed in that location. The McArthur and Ka'Imimoana remain at berth #5 & #6. Please see the bar crossing log for 2013 totals and the new log for 2014 activities in this period.

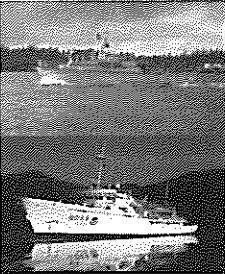
Specific work this period:

- Scheduled monthly preventative maintenance
- Repair and replacement of operator track yoke
- Repair of electrical outlet cover in conference room
- Annual replacement and maintenance of H2O filters at drinking fountains
- Parking lot sweeping by Road and Driveway Co.
- Inspect and adjust demarcation buoys at both east and west locations
- Update BAS WebCTRL software to version 6.0




NOAA MOC-P Ship Docking Log 2013

	ARRIVAL	DEPARTURE	NAME	ROSTER#	NOTE
		1/04/2013	Bell M. Shamada	23	Bound for San Diego
		1/19/2013	Oscar Dyson	22	Bound for Alaska
	1/8/2013	3/1/2013	Bell M. Shamada	22 36	Bound for Washington
	3/10/2013	3/31/2013	Bell M. Shamada	36 22	Bound for California
		5/28/2013	Rainier	45	Bound for Alaska
	5/5/2013	5/11/2013	Bell M. Shamada	25 21	Bound for Alaska
	5/14/2013	5/14/2013	ACOE Dredge "Yaquina"	20	Crew change/fuel
	5/8/2013	5/11/2013	State Patrol boat "Guardian"	2	Small boat dock
	5/23/2013	6/6/2013	Bell M. Shamada	33	Bound for California
	6/16/2013	6/14/2013	State Patrol boat "Guardian"	2	Small boat dock
	6/25/2013	6/25/2013	ACOE Dredge "Yaquina"	20	Touch & Go
	6/25/2013	6/26/2013	USCG Buoy Tender "Fir"	44	Supply/shore leave

	7/2/2013	7/3/2013	ACOEDredge "Yaquina"	22 18	Crew change/fuel
	7/6/2013	7/9/2013	ACOEDredge "Yaquina"	18	Repairs
	7/6/2013	7/9/2013	RV Ocean Star	14 23	Crew change/shore leave
	7/16/2013	7/25/2013	Bell M. Shamada	36	Supply, fuel, shore leave
	7/18/2013	7/20/2013	RV Thomas G. Thompson	57	Supply/shore leave
	8/1/2013	8/7/2013	State Patrol boat "Guardian"	2	Small boat dock
	8/9/2013	9/9/2013	Fairweather	53 40	Unscheduled mechanical
	8/19/2013	8/22/2013	R/V Pt Sur (Moss Landing Marine Lab)	9 19	Fuel, crew, supply
	8/19/2013	8/20/2013	USCG Buoy Tender "Fir"	46	Supply/shore leave
	8/26/2013	9/9/2013	Bell M. Shamada	36 28	Supply, fuel, shore leave
	9/16/2013	TBD	Bell M. Shamada	28	In port for season
	10/4/2013	TBD	Fairweather	40	In port TBD
	10/7/2013	TBD	Rainier	45	In port for season

	10/7/2013	10/25/13	State Patrol boat "Guardian"	2	Small boat dock
	11/14/13	10/23/13	Fairweather	45	In port for season
			TOTAL	771	

NOAA MOC-P Ship Docking Log 2014

	ARRIVAL	DEPARTURE	NAME	ROSTER#	NOTE
	10/7/2013	1/13/2014	Rainier	39	Bound for Alaska
	9/16/2013	1/19/2014	Bell M. Shamada	22	Bound for Alaska
	1/20/2014		State Patrol boat "Guardian"	2	Small boat dock
			TOTAL	63	

Occupancy

To: Port of Newport Board of Commissioners

From: South Beach Marina & RV Park

Date: January 15, 2013

Re: December South Beach Occupancy Report

Marina park numbers are up from last year. We had several regular guests spend Christmas with us this year.

Moorage occupancy is down because many semi annuals left early without renewing for 2014 and 4 annual boats were sold & left the Marina. Over night transient activity was down due to slow crabbing in the bay.

Occupancy Figures:

	2012	2013	Change
Marina	7038	6187	-12.09%
Marina RV	287	307	6.97%
Annex RV	290	231	-20.34%
Totals	577	538	-6.76%

Port of Newport

600 S. E. BAY BOULEVARD NEWPORT, OREGON 97365 (541) 265-7758 FAX (541) 265-4235

MANAGERS REPORT

To: Port of Newport Board of Commissioners

From: Chris Urbach, Harbormaster

Copy: Port Management Staff

Date: January 21, 2014

Re: South Beach Operations

We put two coats of paint on the walls and one coat on the floor of the CXT restroom looks good

We received all the material for F dock and we have loaded it on to the lumber barrage and we have moved the work shack and debris barrage to F dock as well we started the project this last Tuesday 1-21-14

We will be closing the new entrance and opening the old entrance over by Rouge in preparation for the Wine And Seafood festival we will also be rearranging all the barricades around the lot for traffic control and construction of the tent


Pat and I have been trying to work with our locale cable companies to get some pricing for service in our RV parks because direct TV doesn't have any licensed tech in our area

We have been able to get some mowing done along with all the rest of the chores that we normally do during the month

Still trying to work on the facility's maintenance plan its slow going with the good weather and trying to get other things done outside while weathers good

We look forward to working with Kevin Greenwood Port of Newport general manger

Memo

To: Port of Newport Commission
From:  Don Mann, General Manager
CC: Management Staff
Date: January 23, 2014
Re: January 2014 Manager's Report

I will provide a brief oral report at the commission meeting. The reports from my staff represent updates on current events and projects.

I have appreciated the opportunity to lead the Port through some challenging projects and a few rough storms since 1996. We have accomplished a lot for the Port, the Port District, and the community.

Thank you.

Port of Newport Commissioner Meeting
January 28, 2013
Monthly Summary Update

(Since the last Commissioners Meeting)

A. NMC work this month, (No Photographs)

1. International Terminal Renovation Project

- No new salvage since the last report, and no new payment request this month. At this point the total credited to Amendment 15 remains at \$941,606, which is \$621,606 over the estimate credit of \$320,000. This Amendment will remain open.
- The project as defined by the Contract for Construction has been completed except for the stone columns and the deeper dredging pending the request for an Amendment to the Joint Permit.

2. Amendment to the Joint Permit for the dredging revisions has been submitted.

- We have been sent the comments from the National Marine Fisheries, and had a conference call for clarification with NMIFs and the Army Corps of Engineers two weeks ago on December 3rd. They advised that there would need to another Biological Assessment submitted, which Pacific Habitat is presently working on. The Port will do some added testing under the new dock at the west end of the Ro-Ro dock for contaminants, and the results will be included in the new Biological Assessment. It is anticipated that their review will probably take the 135 day.

3. The 1200Z permit application had been submitted to the DEQ. The DEQ has issued their 30 day public comment period ended December 27, 2013. The DEQ is presently responding to comments received during that period.

4. The International Terminal Renovation Project in Newberg, Oregon will be awarded the 2014 BUILD AMERICA AWARD from the Associated General Contractors of America at their Annual Convention in Las Vegas in March. This is the Oscar of the construction industry on a national level. "Congratulations"!

(NO NEW AMENDMENTS IS BEING SUBMITTED AT TONIGHTS COMMISSION MEETING)

B. Amendment No. 30 is for:

- Additional dredging for the Cargo Dock

Amendment No. 30

- Has a GMP of \$ 251,685.96. However, the actual estimate for all the addition dredging necessary totals \$663,577.41, or an additional amount of \$411,891.45 to be submitted in a subsequent Amendment.
- Recognizes the past savings, cost overruns, closeout & partial closeout of the previous Amendments 1 through 20 and 29 for a total in previous savings of \$ 5,706,262.06.
- Amendment No. 30 does provide additional savings in closeout of any of the remaining.
- A total of \$ 5,706,262.06 to roll out of the previous Contract GMP total to create a GMP including Amendment 30 of \$20,455,505.08 to the Port of Newport/MNC Agreement
- NMC had closed 25 of the previous Amendments in Amendment 29. So, the remaining Amendments are 12, (Cargo Dock-Phase 1 Construction), Amendment 15, (Salvage), Amendment 27, (Fishing Dock Removal & Associated items, & General Conditions), and Amendment 29, (Transition plates between the north edge of the East Dock and the retaining wall on the deck of the SS Hennebique, and the Ro-Ro Dock piling inspection and repair work.

The total budget for Construction Costs with the \$890,000 accounted for with the load to the project in the recent Port refinancing is \$20,455,507. There remains a Construction Balance + Contingency ±\$1.92 after the execution of Amendment 30.

Use of these savings is consistent as detailed in Article 14 of the Agreement between the Port and NMC.

Action is requested at this evenings Port Commission Meeting to allow the Port Commission Chairperson to executed Amendment 30 in the absents of Port of Newport General Manager.

C. Amendments to date are:

1. Amendment 1 – AZ50 sheet pile for the coffer dam & the design
2. Amendment 2 – Water line and early site utility work
3. Amendment 3 – Initial mobilization, early demolition, water treatment system, & GC's until June 2011

4. Amendment 4 – Set and drive the sheet pile bulkhead wall north of the Pasley, the test pile program, and monitoring of the Pasley
5. Amendment 5 – Vibrofloatation/soil stabilization
6. Amendment 6 – Hennebique Remediation
7. Amendment 7 – Containment Cell/Coffer Dam Installation
8. Amendment 8 – S.S. Pasley Remediation
9. Amendment 9 – Tie Backs/Tie Beams
10. Amendment 10 – The Demolition of the Pasley
11. Amendment 11 – General Conditions through March 2012
12. Amendment 12 – West Dock Construction
13. Amendment 13 – Purchase & Installation of all remaining Piling
14. Amendment 14 – Partial removal of wood dock & all dredging
15. Amendment 15 – Credit for the salvage items of the Project.
16. Amendment 16 – Vibrofloatation at the GAP
17. Amendment 17 – Site electrical, and electrical and cathodic protection to the West Dock
18. Amendment 18 – Stabilizing work in the area of the GAP
19. Amendment 19 – East Dock preparation work
20. Amendment 20 – East Dock west 1/3rd, RO RO Dock fender pile, & remaining DBA's.
21. Amendment 21 – Site Prep and General Condition to end of February
22. Amendment 22 – Completion of the East Dock
23. Amendment 23 – Modifications to the Ro-Ro Dock
24. Amendment 24 – Remaining Dredging
25. Amendment 25 – West Wing Wall, Dolphin, & Grading for asphalt paving
26. Amendment 26 – Site Utilities
27. Amendment 27 – Wood Dock removal, remaining cone fender, painting pile caps of East Dock, GC's to June, & Ro Ro Dock pile repairs from low tide
28. Amendment 28 – Fine course rock and grading and new asphalt concrete to site
29. Amendment 29 – Transition plates between the SS Hennebique & the north edge of the East Dock, and the Ro Ro Dock piling inspection and repairs below low tide
30. Amendment 30 – Partial additional area and depth of dredging at the West Dock

D. Future Amendments:

- Future Amendment will be 31 for the additional amount of dredging to an elevation of -35 feet for the remaining estimated amount of \$411,891.45, and the cost of the mitigation work to allow for the additional dredging which is presently estimated at \$250,000. The total would be about \$662,000 for Amendment 31, which will require added funding to the budget.

C. Project Budget

- Updated Project Budget provides adjustments for a single Phase of work for the Quad-Option with all the Amendments up through 30, their adjustments, and the posting expenditures continues.

D. Comments & Question



KPFF Monthly Progress Update

Date: 12/21/13 through 1/24/14
Project Name: Port of Newport International Terminal Renovation
Project Number: 307815.60

KPFF Team Members:

<u>Civil</u>	<u>Email</u>
Mike Schmid	mike.schmid@kpffcivilpdx.com
Evan Eykelbosch	evan.eykelbosch@kpffcivilpdx.com
Keri Scott	keri.scott@kpffcivilpdx.com
<u>Structural</u>	
Craig Totten	craig.totten@kpff.com
Tommi Rutherford	tommi.rutherford@kpff.com
Stuart Finney	stuart.finney@kpff.com

Completed Tasks:

- Coordinated with Frank Berg and John van Staveren regarding response to ACOE addressing rationale for dredge prism length.

Upcoming/In-Progress Tasks:

<u>Action</u>	<u>Due Date</u>
Review performance of RO-RO dock impressed current system.	

From Others:

<u>Action</u>	<u>Responsible Party</u>	<u>Due Date</u>
None at this time.		

KPFF Scope Changes (Deviations from 10/29/09 Contract):

- Prepare alternatives, cost estimates and pros & cons matrix for alternative dock configurations assuming Hennebique remains in place.

- Perform detailed investigation of Hennebique's anticipated remaining structural integrity for use as a working surface and prepare report of findings.
- Terminate OECDD PM/Communications tasks.
- Evaluate and develop repair strategies for the existing timber fishing dock.
- Existing RO-RO Dock Modifications.
- Redesign westerly storm drainage system.

Upcoming Meetings:

- None at this time.

Upcoming Milestones:

- None at this time.

**PORT OF NEWPORT
MINUTES OF SAFETY COMMITTEE MEETING
November 12th, 2013**

The meeting of the Port of Newport Safety Committee was called to order at 11:30am in the South Beach Activities Room.

Committee members present:

Fred Hauert	Jim Durkee	Rick Fuller
Kevin Corwin	Barb Martin	

MINUTES

The minutes from the October 2nd 2013 Safety Committee Meeting were approved as submitted.

NEW BUSINESS

1. Improving paperwork and inspections – Improvements to paperwork and reporting will be our goal for this coming year. Fred Hauert needs a copy of his quarterly report to make changes to. Jim Durkee will send a copy of the old Admin report to Barb Martin for updating and a copy of the South Beach Inspection to Fred.
2. Hearing Tests – Barb Martin will talk to Special Districts and to Pat Albaugh to see about hearing tests for employees and having noise levels checked at different work areas around the Port. Sources of noise in our work areas include the tug boat, the cranes and power tools.

OLD BUSINESS

1. CPR/ 1st Aid Training Dummies – NOAA can loan us dummies for our first class in January that will probably be held in South Beach, more details to come. Kevin Corwin will need to be allowed some time to set up the class and to find dummies for future classes.
2. TCB Member – Jim Durkee will contact Aaron Ferguson at TCB to see if he would like to attend meetings or if he has any ideas that he would like to share with the Safety Committee.
3. Secretary Access to Safety Files – The terminal computer is connected to the main office computer so Jim Durkee can access the files he needs.
4. South Beach Crosswalk –Chris is looking into the crosswalk issue. It has been put on the board but will need to be addressed when both manpower and weather permit.

MONTHLY INSPECTION REPORTS

1. Kevin Corwin reports the Commercial Marina crew is busy preparing for crab season. Please exercise caution while visiting or working in this area.
2. Fred Hauert needs a copy of the monthly inspection for South Beach.
3. Rick Fuller requested a loaner fire extinguisher for his trailer. Kevin Corwin will provide one from the Commercial Marina.

ACCIDENT/INCIDENT REVIEW

-None reported.

OPEN FORUM

1. Barb Martin relayed Pat Albaugh's desire to hold Port-wide employee gatherings after the Safety Committee Meetings.

The next Safety Committee Meeting will be held on Tuesday, January 14th, 2014 at 11:30a.m., in the South Beach Activities Room. Lunch will be provided.

Jim Durkee, Safety Committee Secretary