

PORT OF NEWPORT COMMISSION MEETING

Tuesday, October 22, 2024, 6:00 p.m.

Administration Building

600 SE Bay Blvd.

Newport, OR 97365

This will be a hybrid meeting, which means you can attend in-person, or you can view the livestream of this meeting on our website: <https://www.portofnewport.com/2024-10-22-commission-meetings-2024-october-22-2024-6-00-p-m>

Anyone interested in making virtual public comment must complete the form on our website and submit it by 11:00 a.m. on Monday, October 21, 2024: <https://www.portofnewport.com/2024-10-22-commission-meetings-2024-october-22-2024-6-00-p-m>

I. Call to Order

II. Changes to the Agenda

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

IV. Consent Calendar

2024

- A. Minutes.....Sept. 23 and Oct. 10...Page 2
- B. Financial Reports.....Page 8
- C. Accounts Paid.....Page 25

V. New Business

- A. Employee Anniversary Recognition – Andrew Meats – 5 Years

VI. Staff Reports

- A. Executive Director’s Report – *Miranda*
 - a. Capital Improvements Update.....Page 34
 - 1. Director of Finance and Business Services - *Brown*.....Page 48
 - 2. Director of Operations/Deputy Executive Director – *Bretz*.....Page 57

VII. Commissioner Reports

VIII. Calendar/Future Considerations 2024

- Fishermen Appreciation Day.....Nov. 7, 2024
- Veterans Day – Port Offices Closed.....Nov. 11, 2024
- Next Commission Meeting.....Nov. 19, 2024

IX. Public Comment

X. Adjournment

September 23, 2024
6:00 P.M.
Newport, OR

PORT OF NEWPORT COMMISSION MINUTES

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

The Port of Newport Commission met on the above date and time at the Administration Building, 600 SE Bay Blvd., and virtually via Microsoft Teams. In attendance were Commissioners Sylvia, Lackey, Ruddiman, Retherford, and Chuck. Also in attendance were Executive Director Paula Miranda, Director of Business and Finance Services Mark Brown, Operations Director/Deputy Executive Director Aaron Bretz, Administrative Assistant Gloria Tucker, OSU Intern Erin Shogren, and PR Representative Angela Nebel. Visitors included Brad Parries, Paul Schuytema, Jennifer Lam, Paige McKibben, Megan Miller, Rex Capri, and Susan Shogren.

PUBLIC COMMENT

Capri, Newport resident, stated few weeks ago he noticed a large cable ship anchored in the Bay just outside the Terminal. He explained he saw trawlers and fishing vessels all along the face of the dock, and the one ship out. He asked why that is not better supervised. He suggested if those boats aren't actively loading or unloading, those vessels should stack up. He noted he has been in the fishing industry for 56 years. He asked why the Port ties up the whole face of the dock when a large cable vessel can come into that dock. He stated the east dock is meant for fishermen, and all the rest for multi-use. Miranda replied his concern was not brought to staff attention. She stated she would be happy to talk to Capri after the meeting since the Commission does not usually respond to public comment during the meeting.

CONSENT CALENDAR

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

PRESENTATIONS

History Informing Future Development: A Framework for Property Investment and Divestment. Sylvia introduced the agenda item. Shogren presented her report included in the packet. Lackey stated the presentation was very informative and very well investigated. Retherford stated she appreciated her time and effort on this. Sylvia noted her recommendation was very logical and practical. He asked was there anything [surprising] she discovered on why the Port does or does not do something. Shogren replied she did not find anything like that.

NOAA Fleet Economic Impact Report. Sylvia introduced the agenda item. Schuytema, Economic Alliance of Lincoln County Executive Director, introduced Lam and McKibben, Eastern Research Group consultants. Lam and McKibben presented the report included in the packet. Chuck asked when they talked with NOAA staff, what were the shortcomings identified. He asked did people not move here because of housing, schools, or medical reasons. Lam replied

a lot of that came up. She noted they reported the isolated location compared to Puget Sound, transportation issues, and having the airport further away. She explained maintenance, contractors, and equipment have to come from a bigger city like Portland, and they can't get things locally. She indicated some staff have homes in Seattle and only come here when needed, others live in Bend or Eugene. Chuck noted when NOAA staff first came here, they filled the building 60-70 percent. He asked has that gone down or stayed the same with teleworking. Lam replied there are 110 full-time staff. Miranda replied the Port has expanded their offices, so they have more than before.

Lackey stated he thinks after 20 years, a lot of people would have roots here. He noted he heard this sentiment in the beginning, that people live in Seattle and have roots there. He indicated he thought over time that would lessen. Lam replied there are operation staff who live here, but a lot of people only come in when they need to. Miranda replied they don't stay here long enough to join the community. Lam noted this is an opportunity to build a community with NOAA and the Newport community and different businesses. Lackey asked of the 620 jobs lost in Lincoln County if NOAA left, what would be the top one or two categories. McKibben replied the top jobs lost would be in marketing research and all other professional scientific and technical services. She noted there are plenty of sectors where one or two jobs are lost like restaurants or real estate.

Schuytema noted this industry allows people to live where they want, flies employees places, and they work that into their budgets. He explained that will be a challenge no matter where it is. He stated if NOAA is going to Washington, there's going to be a substantial cost to prepare a site up there. He suggested if they stay, improvements locally will be needed. He indicated when it comes down to it, it's a math game with political churning behind it.

Chuck asked if NOAA staff were broken down into fleet or office staff. Lam replied that was not broken down. Sylvia asked if McKibben knows how much NOAA is spending here directly. McKibben replied off the top of her head, it was around \$130 million, but that will be in the report released later. Sylvia noted the state of Oregon invested in this project, and Newport could not have successfully bid for this without the help of the state. He noted they mentioned that costs for being here were more than in Puget Sound. He asked was that quantified. McKibben replied they would have to gather additional information to calculate those numbers.

Schuytema stated part of this exercise is to identify the questions staff will need to know the answer to before making a proposal. Miranda noted for subsidizing airfare, the Port may be able to get the state to help if they can show the benefits.

Schuytema stated if Commissioners think of other questions or data that needs to be gathered, let him know. He explained this is his first shot at getting Newport to be competitive and know what they are up against. Sylvia noted for a lot of impact analysis, there isn't agreement about methods. He stated he wants to know how the consultants did this so he can raise the discussion with other economists so they can vet it. Chuck noted the Port deals with restrictions on construction in estuaries. He asked will a new facility be able to be built in 10 years with the restrictions on estuaries. He suggested figuring out the cost for them to build in Puget Sound.

OLD BUSINESS

Public Hearing and Adoption of Ordinance 2024-02 Regarding Facilities Code Changes. Sylvia introduced the agenda item. Bretz presented his report included in the packet. Retherford asked once people get on the list of do not serve, is there a way for them to get back into service. Bretz replied once they get the tickets addressed, then they will be taken off the do

not serve list. Sylvia stated communicating this will be critical. Bretz replied staff put up a bunch of signs and will communicate through social media as well. He stated for the first go around, staff will contact everyone on the list, explain what is coming, and give them 30 days to address the situation.

MOTION was made by Lackey, seconded by Retherford, to read by title only and adopt Ordinance 2024-02, an Ordinance Regarding Changes to the Port Facility Code. The motion carried unanimously in a voice vote.

NEW BUSINESS

Appeal to Commission Regarding Parking Citation. Sylvia introduced the agenda item. Bretz presented his report included in the packet. Parries stated it was not explained that general parking permits can't be used in moorage holder parking. Bretz noted the Commission can't encumber the Port to explain the breadth of the Port Facilities Code, and that's why the Port uses signs. He stated those signs are clear, and staff rely on patrons to use the signs and follow them. He added he did not see any mitigating circumstances to waive the citation.

Sylvia asked staff if there is a resolution. Miranda explained the Commission can grant his request or deny it. Parries stated he is asking for leniency. He explained he has been parking there for two years, and only getting a ticket now. He stated this was not explained at the time. He indicated he is often working on his brother's boat because he lives here, and his brother doesn't. He emphasized this feels like double jeopardy. He suggested the sign be bigger and bolder to get the point across. Miranda noted he has been passing the sign for two years. Parries replied you get focused on fishing, and the sign is kind of out of sight. He stated he does admit he was in the wrong after seeing the sign.

Retherford asked if Parries asked his brother for the permit, since he is the one working on the vessel. Parries replied he has not. Miranda replied only one person can have the moorage holder pass, not two. Parries stated he also felt the fine is a little steep too. Sylvia confirmed with Parries this is an honest mistake and the first ticket he received. Bretz stated enforcement is not 100 percent, so when we cite someone, they can point at someone else who didn't get it. He explained the issues with enforcement. He added it is important for people to acknowledge they have made a mistake and won't do that again.

Lackey stated as a rule of thumb, when people are charged with keeping order, which the Port is charged with that, the more people you are keeping order with, the more regimented you have to be. He explained if you just have a group of eight people, and you are coordinating who parks where, you can be loosey goosey, but the larger that number grows and the more nuances, the more you have to be regimented. He indicated if you start making exceptions, everyone is going to try to get the exception, and it becomes a nightmare for those trying to keep order. He added he fully supports the staff on this, and the sign is there. He noted he has compassion for Parries' standpoint.

Parries stated he didn't do this intentionally. Miranda noted he made an honest mistake. She stated the Port started this process with six months of warnings, no tickets, and after that staff waived many tickets in the moorage area. She explained staff did that until people started taking advantage of it, and staff can't keep on doing this. Parries suggested the Port wants to use him as an example. Miranda replied no, there are other people who staff have already [denied], but you decided to come to Commission. She added staff don't know who is being honest and who isn't,

so staff treat everyone the same way. Sylvia asked if there are any Commissioners who want to waive the ticket. The commission came to the consensus to uphold the citation.

STAFF REPORTS

Executive Director's Report. Miranda presented her report included in the packet. Bretz explained the state's derelict vessel considerations.

ADJOURNMENT

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

October 10, 2024
2:00 P.M.
Newport, OR

PORT OF NEWPORT COMMISSION MINUTES

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

The Port of Newport Commission met on the above date and time at the Administration Building, 600 SE Bay Blvd., and virtually via Microsoft Teams. In attendance were Commissioners Sylvia, Lackey, Ruddiman, and Retherford. Commissioner Chuck was excused. Also in attendance were Director of Business and Finance Services Mark Brown, Operations Director/Deputy Executive Director Aaron Bretz, and Administrative Assistant Gloria Tucker.

OLD BUSINESS

Approval of Sale of 30-ton NIT Crane for \$120,000. Sylvia introduced the agenda item. Bretz presented his report included in the packet. Retherford stated she thinks it is awesome the crane will stay in town. She noted it's nice that Kevin Hill will be able to use it for the local fisheries.

MOTION was made by Lackey, seconded by Retherford, to approve the sale of the Grove RT-530E to Keven Hill Marine for the price of \$120,000 to be executed under the terms and conditions attached. The motion carried unanimously in a voice vote.

Authorization of a Contract with Bergerson for Emergency Repairs at Port Dock 5. Sylvia introduced the agenda item. Bretz presented his report included in the packet. Ruddiman asked if there was no visible damage to the hinge point of the ramp itself, at the top end. Bretz replied there was not, that part is suspended by links and moved around instead. Lackey asked once this repair is done, if everything will go back to the way it was before or better. Bretz replied it will be just as before. He explained why the whalers need to be replaced.

Retherford noted the lead time on some of the supplies is going to take the Port through crab season. Bretz replied the Port will get the pilings driven, and then the rest can happen as [materials are] available. Retherford asked if the work will all be in the in-water work period. Bretz replied he is waiting on permits for replacing pilings. He added he thinks the Port will be able to get it done with minimal disruption of things.

Sylvia asked how the Port's insurance works. Bretz explained the vessel's insurance will negotiate with the Port's insurance, so the Port can make the fixes, and then the insurance company will seek reimbursement. He noted the Port is insured on the replacement cost, which means there will be a slight cost difference because the Port is going with a larger piling. He added it's about \$6,000-\$8,00 of the cost. Sylvia confirmed with staff there is a deductible, but that will get covered by the insured. He noted the price to replace one of the modules is not included in the bid. Bretz explained staff don't know if that will be necessary. He stated Bergerson needs to take things apart first.

MOTION was made by Rutherford, seconded by Ruddiman, to approve the Executive Director or her representative to use Bergerson Construction as the sole source contractor for PD5 Emergency Repairs utilizing the attached scope and to negotiate a contract not to exceed \$217,000, which includes 15 percent contingency. The motion carried unanimously in a voice vote.

ADJOURNMENT

Having no further business, the meeting adjourned at 2:10 p.m.



PON BALANCE SHEET

Period: 07/01/24..09/30/24

Port of Newport

General Fund

All amounts are in USD.

Description	Current Year	Previous Year
Assets		
Current Assets		
Total Cash Deposits	216,323	2,608,891
Other Current Assets		
Cash on hand - Petty Cash	550	550
Cash on hand - Cash Drawers	825	825
Undeposited Funds	(18,677)	774
Accounts Receivable	179,122	802,117
Property Tax Receivable	6,597	5,472
Grants Receivable	5	(105,589)
Lease Receivable Current	479,010	0
Allowance for Bad Debt	(50,000)	(50,000)
Interfund Activity Receivable	32,426	476,572
Prepaid Expenses	137,314	137,317
Assets Held for Sale	0	0
Total Other Current Assets	767,172	1,268,038
Current Assets, Total	983,494	3,876,929
Total Non-current Assets	51,340,380	48,386,250
Deferred Outflows of Resources	396,526	396,526
Assets, Total	51,927,348	51,866,652
Liabilities		
Total Current Liabilities	710,623	1,882,798
Total Non Current Liabilities	6,278,989	6,021,795
PERS Deferred Inflows	726,760	726,760
Total Liabilities	9,258,243	8,631,353
Restricted Fund Balance	0	1,140,000
Assigned Fund Balance	667,000	667,000
Unrestricted fund Balance	34,051,525	34,766,714
Contributed Capital	7,130,788	7,130,788
Total Fund Balance	41,849,313	43,704,502
Net asset change	839,036	(223,577)
Net Assets	42,669,105	43,235,299



Port of Newport Summary income Statement

Period: 07/01/24..09/30/24

Port of Newport

General Fund

All amounts are in USD.

Description	Actual	Budget	Variance
OPERATING REVENUE			
Lease Revenue	230,732	302,500	(71,768)
Moorage	755,501	951,523	(196,022)
Services	56,866	80,211	(23,346)
Cargo	2,062	68,581	(66,519)
RV Park Space Rentals	654,220	1,034,000	(379,780)
Fees	232,716	197,417	35,299
Property Tax Revenue	1,071	0	1,071
Discounts and Refunds	(19,289)	(6,250)	(13,039)
Overages and Shortages	(69)	0	(69)
Miscellaneous Operating Revenue	28,887	39,350	(10,463)
Total Operating Revenue	1,942,834	2,667,333	(724,499)
OPERATING EXPENSES			
Salaries, OT, & Benefits	718,415	806,412	(87,997)
Materials, Services	638,754	1,017,624	(378,870)
Total Operating Expenses	1,357,169	1,824,036	(466,867)
Earnings (Loss) Before Deprec	585,665	843,297	(257,632)
NON-OPERATING REVENUES			
Interest	9,674	0	9,674
Total Non-operating Revenues	9,674	0	9,674
NON-OPERATING EXPENSES			
Debt Service	60,800	90,000	(29,200)
Capital Outlays	388,263	706,137	(317,874)
Transfers Out to Other Funds	7,915	0	7,915
Total Non-Operating Expenses	456,978	796,137	(339,159)
Non-Operating Income (Loss)	(447,304)	(796,137)	348,833
Net Income (Loss)	138,361	47,160	91,201
Depreciation Expense	512,110	0	512,110
Net Income After Depreciation	(373,749)	47,160	(420,909)
Loan Revenue	1,140,000	0	1,140,000
Net income after Deprec & Loan Revenue	766,251	47,160	719,091



Port of Newport Summary income Statement

Period: 07/01/24..09/30/24

Port of Newport

General Fund

000 - Unallocated

All amounts are in USD.

Description	Actual	Budget	Variance
OPERATING REVENUE			
OPERATING EXPENSES			
Total Operating Expenses	0	0	0
Earnings (Loss) Before Deprec	0	0	0
Depreciation	0	0	0
Operating Income (Loss)	0	0	0
NON-OPERATING REVENUES			
Total Non-operating Revenues	0	0	0
NON-OPERATING EXPENSES			
Debt Service	60,800	90,000	(29,200)
Transfers Out to Other Funds	7,915	0	7,915
Total Non-Operating Expenses	68,716	90,000	(21,284)
Non-Operating Income (Loss)	(68,716)	(90,000)	21,284
Net Income (Loss)	(68,716)	(90,000)	21,284



Port of Newport Summary income Statement

10/11/2024
Page 1 / 1
MBROWN

Period: 07/01/24..09/30/24

Port of Newport

General Fund

100 - Administration

All amounts are in USD.

Description	Actual	Budget	Variance
OPERATING REVENUE			
Fees	34	0	34
Property Tax Revenue	1,071	0	1,071
Miscellaneous Operating Revenue	1,924	0	1,924
Total Operating Revenue	3,029	0	3,029
OPERATING EXPENSES			
Salaries, OT, & Benefits	294,451	299,609	(5,157)
Materials, Services	167,753	327,469	(159,716)
Total Operating Expenses	462,204	627,078	(164,873)
Earnings (Loss) Before Deprec	(459,176)	(627,078)	167,902
Depreciation	22,505	0	22,505
Operating Income (Loss)	(481,681)	(627,078)	145,397
NON-OPERATING REVENUES			
Interest	9,674	0	9,674
Total Non-operating Revenues	9,674	0	9,674
NON-OPERATING EXPENSES			
Total Non-Operating Expenses	0	0	0
Non-Operating Income (Loss)	9,674	0	9,674
Net Income (Loss)	(472,007)	(627,078)	155,070



Port of Newport Summary income Statement

10/14/2024
Page 1 / 1
MBROWN

Period: 07/01/24..07/31/24

Port of Newport

General Fund

300 - Commercial Marina

All amounts are in USD.

Description	Actual	Budget	Variance
OPERATING REVENUE			
Lease Revenue	29,040	26,667	2,374
Moorage	68,490	62,500	5,990
Services	4,060	18,900	(14,840)
Cargo	0	0	0
RV Park Space Rentals	0	0	0
Fees	21,228	24,080	(2,852)
Property Tax Revenue	0	0	0
Discounts and Refunds	(1,029)	(833)	(195)
Overages and Shortages	(19)	0	(19)
Miscellaneous Operating Revenue	5,225	1,333	3,891
Total Operating Revenue	127,033	132,647	(5,613)
OPERATING EXPENSES			
Salaries, OT, & Benefits	42,738	60,414	(17,676)
Materials, Services	38,184	75,208	(37,024)
Total Operating Expenses	80,922	135,622	(54,700)
Earnings (Loss) Before Deprec	46,111	(2,976)	49,087
NON-OPERATING REVENUES			
Total Non-operating Revenues	0	0	0
NON-OPERATING EXPENSES			
Capital Outlays	61,453	556,060	(494,607)
Total Non-Operating Expenses	61,453	556,060	(494,607)
Non-Operating Income (Loss)	(61,453)	(556,060)	494,607
Net Income (Loss)	(15,342)	(559,036)	543,694
Depreciation Expense	13,666	0	13,666
Net Income After Depreciation	(29,008)	(559,036)	530,027
Loan Revenue	0	0	0
Net income after Deprec & Loan Revenue	(29,008)	(559,036)	530,027



Port of Newport Summary income Statement

10/14/2024
Page 1 / 1
MBROWN

Period: 07/01/24..07/31/24

Port of Newport

General Fund

500 - International Terminal

All amounts are in USD.

Description	Actual	Budget	Variance
OPERATING REVENUE			
Lease Revenue	7,937	16,667	(8,730)
Moorage	7,844	12,788	(4,945)
Services	16,891	3,390	13,501
Cargo	47	18,389	(18,342)
RV Park Space Rentals	0	0	0
Fees	24,371	8,750	15,621
Property Tax Revenue	0	0	0
Discounts and Refunds	0	0	0
Overages and Shortages	0	0	0
Miscellaneous Operating Revenue	0	9,451	(9,451)
Total Operating Revenue	57,089	69,435	(12,346)
OPERATING EXPENSES			
Salaries, OT, & Benefits	25,853	25,423	430
Materials, Services	23,222	40,983	(17,762)
Total Operating Expenses	49,074	66,406	(17,332)
Earnings (Loss) Before Deprec	8,014	3,028	4,986
NON-OPERATING REVENUES			
Total Non-operating Revenues	0	0	0
NON-OPERATING EXPENSES			
Total Non-Operating Expenses	0	0	0
Non-Operating Income (Loss)	0	0	0
Net Income (Loss)	8,014	3,028	4,986
Depreciation Expense	105,949	0	105,949
Net Income After Depreciation	(97,935)	3,028	(100,963)
Loan Revenue	0	0	0
Net income after Deprec & Loan Revenue	(97,935)	3,028	(100,963)



Period: 07/01/24..07/31/24

Port of Newport

General Fund

700 - South Beach

All amounts are in USD.

Description	Actual	Budget	Variance
OPERATING REVENUE			
Lease Revenue	59,704	57,500	2,204
Moorage	168,991	235,856	(66,865)
Services	0	22	(22)
Cargo	0	0	0
RV Park Space Rentals	223,725	352,000	(128,275)
Fees	30,311	28,389	1,921
Property Tax Revenue	0	0	0
Discounts and Refunds	(5,052)	(1,250)	(3,802)
Overages and Shortages	0	0	0
Miscellaneous Operating Revenue	(150)	35	(185)
Total Operating Revenue	477,529	672,552	(195,023)
OPERATING EXPENSES			
Salaries, OT, & Benefits	72,586	83,098	(10,512)
Materials, Services	97,278	113,850	(16,572)
Total Operating Expenses	169,864	196,948	(27,084)
Earnings (Loss) Before Deprec	307,666	475,604	(167,939)
NON-OPERATING REVENUES			
Total Non-operating Revenues	0	0	0
NON-OPERATING EXPENSES			
Capital Outlays	84,433	0	84,433
Total Non-Operating Expenses	84,433	0	84,433
Non-Operating Income (Loss)	(84,433)	0	(84,433)
Net Income (Loss)	223,233	475,604	(252,371)
Depreciation Expense	41,536	0	41,536
Net Income After Depreciation	181,697	475,604	(293,908)
Loan Revenue	1,140,000	0	1,140,000
Net income after Deprec & Loan Revenue	1,321,697	475,604	846,093



PON BALANCE SHEET

Period: 07/01/24..09/30/24

Port of Newport

NOAA Lease Fund

All amounts are in USD.

Description	Current Year	Previous Year
Assets		
Current Assets		
Total Cash Deposits	2,077,926	3,201,075
Other Current Assets		
Cash on hand - Petty Cash	0	0
Cash on hand - Cash Drawers	0	0
Undeposited Funds	0	0
Accounts Receivable	0	0
Property Tax Receivable	0	0
Grants Receivable	0	0
Lease Receivable Current	1,753,088	0
Allowance for Bad Debt	0	0
Interfund Activity Receivable	(32,426)	12,324
Prepaid Expenses	62,783	62,699
Assets Held for Sale	0	0
Total Other Current Assets	1,783,444	75,022
Current Assets, Total	3,861,370	3,276,097
Total Non-current Assets	37,689,660	19,635,716
Deferred Outflows of Resources	(346,767)	(369,744)
Assets, Total	41,897,797	23,281,558
Liabilities		
Total Current Liabilities	1,585,118	2,073,819
Total Non Current Liabilities	9,685,000	11,135,000
PERS Deferred Inflows	38,251	38,251
Total Liabilities	31,470,500	13,247,070
Restricted Fund Balance	1,761,721	1,761,721
Committed Fund Balance	432,000	432,000
Unrestricted fund Balance	7,021,330	7,878,900
Total Fund Balance	9,215,051	10,072,621
Net asset change	170,086	(1,045,717)
Net Assets	10,427,297	10,034,487



Port of Newport Summary income Statement

10/14/2024
Page 1 / 1
MBROWN

Period: 07/01/24..09/30/24

Port of Newport

NOAA Lease Fund

All amounts are in USD.

Description	Actual	Budget	Variance
OPERATING REVENUE			
Lease Revenue	646,796	666,198	(19,402)
Moorage	0	0	0
Services	0	0	0
Cargo	0	0	0
RV Park Space Rentals	0	0	0
Fees	0	0	0
Property Tax Revenue	0	0	0
Discounts and Refunds	0	0	0
Overages and Shortages	0	0	0
Miscellaneous Operating Revenue	0	0	0
Total Operating Revenue	646,796	666,198	(19,402)
OPERATING EXPENSES			
Salaries, OT, & Benefits	61,158	66,593	(5,435)
Materials, Services	112,866	279,703	(166,837)
Total Operating Expenses	174,024	346,296	(172,272)
Earnings (Loss) Before Deprec	472,772	319,902	152,870
<hr/> NON-OPERATING REVENUES			
Interest	4,265	1,625	2,640
Total Non-operating Revenues	4,265	1,625	2,640
NON-OPERATING EXPENSES			
Debt Service	1,595,679	1,592,679	3,000
Capital Outlays	8,921	110,000	(101,079)
Total Non-Operating Expenses	1,604,600	1,702,679	(98,079)
Non-Operating Income (Loss)	(1,600,335)	(1,701,054)	100,719
Net Income (Loss)	(1,127,562)	(1,381,152)	253,590
Depreciation Expense	372,840	0	372,840
Net Income After Depreciation	(1,500,403)	(1,381,152)	(119,250)
Loan Revenue	0	0	0
Net income after Deprec & Loan Revenue	(1,500,403)	(1,381,152)	(119,250)



PON BALANCE SHEET

Period: 07/01/24..09/30/24

Port of Newport

Reserve Fund

All amounts are in USD.

Description	Current Year	Previous Year
Assets		
Current Assets		
Total Cash Deposits	2,398,247	1,943,983
Other Current Assets		
Cash on hand - Petty Cash	0	0
Cash on hand - Cash Drawers	0	0
Undeposited Funds	0	0
Accounts Receivable	0	0
Property Tax Receivable	0	0
Grants Receivable	0	0
Lease Receivable Current	0	0
Allowance for Bad Debt	0	0
Interfund Activity Receivable	0	354,985
Prepaid Expenses	0	0
Assets Held for Sale	0	0
Total Other Current Assets	0	354,985
Current Assets, Total	2,398,247	2,298,968
Total Non-current Assets	0	0
Deferred Outflows of Resources	0	0
Assets, Total	2,398,247	2,298,968
Liabilities		
Total Current Liabilities	0	4,337
Total Non Current Liabilities	0	0
PERS Deferred Inflows	0	0
Total Liabilities	0	4,337
Restricted Fund Balance	2,368,997	2,278,075
Total Fund Balance	2,368,997	2,278,075
Net asset change	29,249	16,557
Net Assets	2,398,247	2,294,632



Port of Newport Summary income Statement

Period: 07/01/24..09/30/24

Port of Newport

Reserve Fund

All amounts are in USD.

Description	Actual	Budget	Variance
OPERATING REVENUE			
OPERATING EXPENSES			
Total Operating Expenses	0	0	0
Earnings (Loss) Before Deprec	0	0	0
Depreciation	0	0	0
Operating Income (Loss)	0	0	0
<hr/> NON-OPERATING REVENUES			
Interest	29,249	2,000	27,249
Total Non-operating Revenues	29,249	2,000	27,249
NON-OPERATING EXPENSES			
Total Non-Operating Expenses	0	0	0
Non-Operating Income (Loss)	29,249	2,000	27,249
Net Income (Loss)	29,249	2,000	27,249



PON BALANCE SHEET

Period: 07/01/24..09/30/24

Port of Newport

Bonded Debt Fund

All amounts are in USD.

Description	Current Year	Previous Year
Assets		
Current Assets		
Total Cash Deposits	169,041	150,361
Other Current Assets		
Cash on hand - Petty Cash	0	0
Cash on hand - Cash Drawers	0	0
Undeposited Funds	0	0
Accounts Receivable	0	0
Property Tax Receivable	37,688	31,469
Grants Receivable	0	0
Lease Receivable Current	0	0
Allowance for Bad Debt	0	0
Interfund Activity Receivable	0	0
Prepaid Expenses	0	0
Assets Held for Sale	0	0
Total Other Current Assets	37,688	31,469
Current Assets, Total	206,729	181,830
Total Non-current Assets	132,750	139,746
Deferred Outflows of Resources	(516,878)	(553,084)
Assets, Total	856,357	874,660
Liabilities		
Total Current Liabilities	455,000	435,000
Total Non Current Liabilities	10,453,450	10,952,487
PERS Deferred Inflows	0	0
Total Liabilities	10,908,450	11,387,487
Restricted Fund Balance	(10,059,812)	(10,523,329)
Total Fund Balance	(10,059,812)	(10,523,329)
Net asset change	7,718	10,501
Net Assets	(10,052,093)	(10,512,827)



Port of Newport Summary income Statement

Period: 07/01/24..09/30/24

Port of Newport

Bonded Debt Fund

All amounts are in USD.

Description	Actual	Budget	Variance
OPERATING REVENUE			
Property Tax Revenue	6,918	0	6,918
Total Operating Revenue	6,918	0	6,918
OPERATING EXPENSES			
Total Operating Expenses	0	0	0
Earnings (Loss) Before Deprec	6,918	0	6,918
Depreciation	0	0	0
Operating Income (Loss)	6,918	0	6,918
NON-OPERATING REVENUES			
Interest	799	250	549
Total Non-operating Revenues	799	250	549
NON-OPERATING EXPENSES			
Total Non-Operating Expenses	0	0	0
Non-Operating Income (Loss)	799	250	549
Net Income (Loss)	7,718	250	7,468



PON BALANCE SHEET

Period: 07/01/24..09/30/24

Port of Newport

Facility Maintenance Reserve Fund

All amounts are in USD.

Description	Current Year	Previous Year
Assets		
Current Assets		
Total Cash Deposits	471,953	578,996
Other Current Assets		
Cash on hand - Petty Cash	0	0
Cash on hand - Cash Drawers	0	0
Undeposited Funds	0	0
Accounts Receivable	0	0
Property Tax Receivable	0	0
Grants Receivable	0	0
Lease Receivable Current	0	0
Allowance for Bad Debt	0	0
Interfund Activity Receivable	0	0
Prepaid Expenses	0	0
Assets Held for Sale	0	0
Total Other Current Assets	0	0
Current Assets, Total	471,953	578,996
Total Non-current Assets	0	0
Deferred Outflows of Resources	0	0
Assets, Total	471,953	578,996
Liabilities		
Total Current Liabilities	0	0
Total Non Current Liabilities	0	0
PERS Deferred Inflows	0	0
Total Liabilities	0	0
Assigned Fund Balance	499,570	486,572
Unrestricted fund Balance	(31,944)	82,977
Total Fund Balance	467,626	569,549
Net asset change	4,327	9,447
Net Assets	471,953	578,996



Port of Newport Summary income Statement

Period: 07/01/24..09/30/24

Port of Newport

Facility Maintenance Reserve Fund

All amounts are in USD.

Description	Actual	Budget	Variance
OPERATING REVENUE			
OPERATING EXPENSES			
Materials, Services	1,108	0	1,108
Total Operating Expenses	1,108	0	1,108
Earnings (Loss) Before Deprec	(1,108)	0	(1,108)
Depreciation	0	0	0
Operating Income (Loss)	(1,108)	0	(1,108)
NON-OPERATING REVENUES			
Interest	6,719	750	5,969
Transfers In from Other Funds	7,915	0	7,915
Total Non-operating Revenues	14,634	750	13,884
NON-OPERATING EXPENSES			
Capital Outlays	9,200	9,200	0
Total Non-Operating Expenses	9,200	9,200	0
Non-Operating Income (Loss)	5,434	(8,450)	13,884
Net Income (Loss)	4,327	(8,450)	12,777

Period: 07/01/24..09/30/24

Port of Newport

General Fund

All amounts are in USD.

Description	NIT	COM Marina	S. Beach	Totals
Operating Revenue				
Lease Revenue	37,479	45,527	147,725	230,732
Moorage	41,489	196,020	517,992	755,501
Services	47,159	9,707	0	56,866
Cargo	2,062	0	0	2,062
RV Park Space Rentals	0	0	654,220	654,220
Fees	65,447	64,568	102,667	232,682
Discounts and Refunds	0	(5,264)	(14,026)	(19,289)
Overages and Shortages	0	19	51	69
Miscellaneous Operating Revenue	0	27,261	(298)	26,963
Operating Revenue, Total	193,636	337,839	1,408,331	1,939,806
Operating Expenses				
Personnel Services				
Wages & Salaries	54,385	84,579	143,198	282,163
Other Personnel Costs	27,110	48,719	65,972	141,801
Total Personnel Services	81,495	133,298	209,170	423,964
Materials and Services				
Insurance	0	585	585	1,170
Professional Services	0	0	1,416	1,416
Advertising and Promotion	0	0	40	40
Travel	323	0	51	374
Office Expense	175	131	2,473	2,779
Shipping and Freight	241	0	88	329
IT Hardware and Software	510	0	241	751



PON Detailed Inc Statement

Period: 07/01/24..09/30/24

Port of Newport

General Fund

All amounts are in USD.

Description	NIT	COM Marina	S. Beach	Totals
Fees	1,414	5,734	15,780	22,927
Bad Debt Expense	0	0	16,515	16,515
Utilities	15,956	58,426	133,025	207,407
Contract and Support Services	6,203	8,494	62,380	77,076
Repairs and Maintenance	10,030	20,520	192,204	222,754
Equipment	469	1,918	898	3,284
Operating Supplies	1,722	1,941	1,782	5,445
Personal Protective Equip & Gear	343	76	0	420
Port Clothing	365	930	937	2,232
State Land Fees	6,961	13,739	990	21,690
Lease Expense	34,678	0	0	34,678
Miscellaneous Expense	0	0	1,677	1,677
Materials and Services, Total	79,391	112,495	431,081	622,966
Earnings (Loss) before Depreciation	32,750	92,046	768,080	892,876
Depreciation	325,816	40,595	123,194	489,605
Operating Income (Loss)	(293,066)	51,451	644,886	403,271

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
9/30/2024	City of Newport Water**AUTOPOST**	PPI05388	Water	General Fund	South Beach	\$806.30
9/30/2024	City of Newport Water**AUTOPOST**	PPI05387	Water	General Fund	South Beach	\$642.54
9/30/2024	City of Newport Water**AUTOPOST**	PPI05386	Water	General Fund	South Beach	\$4,760.46
9/30/2024	City of Newport Water**AUTOPOST**	PPI05385	Water	General Fund	South Beach	\$926.54
9/30/2024	City of Newport Water**AUTOPOST**	PPI05384	Water	General Fund	South Beach	\$797.16
9/30/2024	City of Newport Water**AUTOPOST**	PPI05383	Water	General Fund	South Beach	\$2,845.29
9/30/2024	City of Newport Water**AUTOPOST**	PPI05382	WATER	General Fund	Commercial Marina	\$1,938.54
9/30/2024	City of Newport Water**AUTOPOST**	PPI05381	Water	General Fund	Commercial Marina	\$1,722.61
9/30/2024	City of Newport Water**AUTOPOST**	PPI05380	Water	General Fund	South Beach	\$349.33
9/30/2024	City of Newport Water**AUTOPOST**	PPI05379	Water	General Fund	International Terminal	\$181.18
9/30/2024	City of Newport Water**AUTOPOST**	PPI05378	Water	General Fund	International Terminal	\$1,332.39
9/30/2024	City of Newport Water**AUTOPOST**	PPI05377	Water	General Fund	South Beach	\$217.32
9/30/2024	City of Newport Water**AUTOPOST**	PPI05376	Water	General Fund	South Beach	\$2,518.85
9/30/2024	City of Newport Water**AUTOPOST**	PPI05375	Water	General Fund	Commercial Marina	\$472.26
9/30/2024	City of Newport Water**AUTOPOST**	PPI05374	Water	General Fund	South Beach	\$204.41
9/30/2024	City of Newport Water**AUTOPOST**	PPI05373	Water	General Fund	Commercial Marina	\$302.69
9/30/2024	City of Newport Water**AUTOPOST**	PPI05372	Water	General Fund	South Beach	\$1,088.10
9/30/2024	City of Newport Water**AUTOPOST**	PPI05371	Water	General Fund	Commercial Marina	\$55.53
9/30/2024	City of Newport Water**AUTOPOST**	PPI05370	Water	General Fund	South Beach	\$92.51
9/30/2024	City of Newport Water**AUTOPOST**	PPI05369	Water	General Fund	South Beach	\$685.26
9/30/2024	City of Newport Water**AUTOPOST**	PPI05368	Water	General Fund	South Beach	\$940.05
9/30/2024	City of Newport Water**AUTOPOST**	PPI05367	Water	General Fund	Commercial Marina	\$13,845.66
9/30/2024	Direct TV**AUTOPOST**	PPI05360	Electricity	General Fund	South Beach	\$567.30
9/18/2024	Central Lincoln PUD**AUTOPOST**	PPI05354	Electricity	General Fund	South Beach	\$101.66
9/1/2024	OR Business Development Dept. -OBDD	PPI05352	BO Q10001	General Fund	Multiple	\$7,800.00
9/5/2024	PERS-Autopay	PPI05351	Retirement Payable	General Fund	Multiple	\$16,157.68
9/5/2024	PERS-Autopay	PPI05350	Retirement Payable	General Fund	Multiple	\$4,708.75
9/20/2024	PERS-Autopay	PPI05349	Retirement Payable	General Fund	Multiple	\$4,470.35
9/20/2024	PERS-Autopay	PPI05348	Retirement Payable	General Fund	Administration	\$15,354.26
9/20/2024	Asure - ***AUTOPOST***	PPI05346	Payroll taxes - PPE	General Fund	Multiple	\$25,685.25
9/5/2024	Asure - ***AUTOPOST***	PPI05345	Payroll taxes - PPE	General Fund	Multiple	\$27,875.30
9/30/2024	Carson Oil Co Inc **AUTOPOST**	PPI05337	Fuel	General Fund	International Terminal	\$119.62
9/26/2024	Direct TV**AUTOPOST**	PPI05312	Electricity-TV RV Park	General Fund	South Beach	\$766.10
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05310	Electricity	General Fund	South Beach	\$194.45
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05309	Electricity	General Fund	South Beach	\$90.34
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05308	Electricity	General Fund	South Beach	\$551.96
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05307	Electricity	General Fund	International Terminal	\$751.37
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05306	Electricity	General Fund	South Beach	\$235.84
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05305	Electricity	General Fund	International Terminal	\$352.01
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05304	Electricity	General Fund	International Terminal	\$108.49
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05303	Electricity	General Fund	International Terminal	\$66.81
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05302	Electricity	General Fund	South Beach	\$1,517.62
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05301	Electricity	General Fund	South Beach	\$810.78

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05300	Electricity	General Fund	South Beach	\$1,713.34
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05299	Electricity	General Fund	South Beach	\$106.60
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05298	Electricity	General Fund	South Beach	\$155.62
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05297	Electricity	General Fund	South Beach	\$549.01
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05296	Electricity	General Fund	Commercial Marina	\$32.48
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05295	Electricity	General Fund	Commercial Marina	\$479.14
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05294	Electricity	General Fund	South Beach	\$292.70
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05293	Electricity	General Fund	South Beach	\$171.80
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05292	Electricity	General Fund	South Beach	\$155.62
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05291	Electricity	General Fund	South Beach	\$200.53
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05290	Electricity	General Fund	South Beach	\$93.14
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05289	Electricity	General Fund	South Beach	\$93.63
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05288	Electricity	General Fund	South Beach	\$143.14
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05287	Electricity	General Fund	South Beach	\$88.51
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05286	Electricity	General Fund	Commercial Marina	\$1,014.70
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05285	Electricity	General Fund	South Beach	\$422.23
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05284	Electricity	General Fund	Commercial Marina	\$302.32
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05283	Electricity	General Fund	Commercial Marina	\$1,733.22
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05282	Electricity	General Fund	South Beach	\$118.96
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05281	Electricity	General Fund	South Beach	\$712.96
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05280	Electricity	General Fund	South Beach	\$551.35
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05279	Electricity	General Fund	South Beach	\$41.13
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05278	Electricity	General Fund	South Beach	\$553.84
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05277	Electricity	General Fund	South Beach	\$675.88
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05276	Electricity	General Fund	South Beach	\$668.96
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05275	Electricity	General Fund	South Beach	\$309.21
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05274	Electricity	General Fund	South Beach	\$762.60
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05273	Electricity	General Fund	South Beach	\$749.32
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05272	Electricity	General Fund	South Beach	\$271.16
9/27/2024	Central Lincoln PUD**AUTOPOST**	PPI05271	Electricity	General Fund	Administration	\$757.17
9/25/2024	Englund Marine Supply Co Inc	13683	Repairs and Maintenance	General Fund	Commercial Marina	\$47.60
9/25/2024	Englund Marine Supply Co Inc	13683	Repairs and Maintenance	General Fund	Commercial Marina	\$24.98
9/25/2024	Englund Marine Supply Co Inc	13683	Repairs and Maintenance	General Fund	Commercial Marina	\$40.31
9/25/2024	Englund Marine Supply Co Inc	13683	Repairs and Maintenance	General Fund	Commercial Marina	\$23.49
9/25/2024	Englund Marine Supply Co Inc	13683	Repairs and Maintenance	General Fund	Commercial Marina	\$43.75
9/25/2024	Englund Marine Supply Co Inc	13683	Repairs and Maintenance	General Fund	Commercial Marina	\$43.75
9/25/2024	Englund Marine Supply Co Inc	13683	Repairs and Maintenance	General Fund	Commercial Marina	\$43.75
9/25/2024	DOWL	13682	Capital WIP	General Fund	Commercial Marina	\$3,190.00
9/25/2024	Doug's Electric Inc	13681	Repairs and Maintenance	General Fund	South Beach	\$410.00
9/25/2024	Copeland Lumber Yards Inc	13680	Repairs and Maintenance	General Fund	Commercial Marina	\$40.99
9/25/2024	Barrelhead Supply Inc	13679	Repairs and Maintenance	General Fund	South Beach	\$624.83
9/25/2024	Amazon Capital Services Inc	13678	Repairs and Maintenance	General Fund	South Beach	\$664.81
9/25/2024	Unum Life Insurance Company	13677	Health, Dental and Life Insurance	General Fund	Administration	\$474.80

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
9/25/2024	TWGW Inc NAPA Auto Parts	13676	Repairs and Maintenance	General Fund	International Terminal	\$28.49
9/25/2024	TWGW Inc NAPA Auto Parts	13675	Repairs and Maintenance	General Fund	International Terminal	\$113.96
9/25/2024	Amazon Capital Services Inc	13674	Office Expense	General Fund	South Beach	\$13.30
9/25/2024	Streamline	13673	Electricity	General Fund	Administration	\$535.00
9/25/2024	Staples Advantage	13672	Office Expense	General Fund	South Beach	\$79.34
9/25/2024	Staples Advantage	13671	Office Expense - Minimoos 1/2 & 1/2 Creamer	General Fund	South Beach	\$16.91
9/25/2024	Staples Advantage	13671	Office Expense - Kcup Peets Maj Dickasons 40ct	General Fund	South Beach	\$30.69
9/25/2024	Staples Advantage	13671	Office Expense - Coffe Grnd B Blind 22.6oz	General Fund	South Beach	\$47.78
9/25/2024	Staples Advantage	13671	Office Expense - Coffeemate Orig Creamer 180ct	General Fund	South Beach	\$19.04
9/25/2024	Staples Advantage	13670	Office Expense - Kcup GM DK Magic Bold 70ct	General Fund	Administration	\$43.85
9/25/2024	Staples Advantage	13669	Office Expense-1 box KCPU DK Magic Roast 70CT	General Fund	South Beach	\$43.85
9/25/2024	Staples Advantage	13668	Office Expense-Trueclear 0.5L 24pk Water	General Fund	Administration	\$29.50
9/25/2024	Special Districts Insurance Services	13667	Compensated Absence Expense	NOAA Lease Fund		\$2,034.00
9/25/2024	Special Districts Insurance Services	13667	Compensated Absence Expense	General Fund	International Terminal	\$3,046.00
9/25/2024	Special Districts Insurance Services	13667	Compensated Absence Expense	General Fund	South Beach	\$7,124.00
9/25/2024	Special Districts Insurance Services	13667	Compensated Absence Expense	General Fund	Commercial Marina	\$7,134.00
9/25/2024	Special Districts Insurance Services	13667	Compensated Absence Expense	General Fund	Administration	\$7,195.00
9/25/2024	Special Districts Insurance Services	13666	Prepaid Expenses	NOAA Lease Fund		\$14,711.79
9/25/2024	Special Districts Insurance Services	13666	Prepaid Expenses	General Fund	Unallocated	\$62,414.93
9/25/2024	Sierra Springs	13665	Operating Supplies	General Fund	South Beach	\$91.07
9/25/2024	Rondys Inc dba Yaquina Industrial Park	13664	Lease Expense	General Fund	International Terminal	\$2,000.00
9/25/2024	Amazon Capital Services Inc	13663	Office Expense	General Fund	International Terminal	\$11.99
9/25/2024	Platt Electric Supply Inc	13662	Repairs and Maintenance	General Fund	Commercial Marina	\$161.75
9/25/2024	petty cash	13661	Fees - City Hall Newport fee	General Fund	Administration	\$15.00
9/25/2024	petty cash	13661	Fees - LC Treasurer fee	General Fund	Administration	\$2.00
9/25/2024	petty cash	13661	Fees-LC Assessor fee	General Fund	Administration	\$9.25
9/25/2024	OR Dept of State Lands	13660	Capital Outlay - Land ImprovementsAPP0064698	General Fund	Multiple	\$990.00
9/25/2024	MASA	13659	10061 - SS/2579315	General Fund	Multiple	\$14.00
9/25/2024	MASA	13659	10066 - LS/2681987	General Fund	Multiple	\$14.00
9/25/2024	MASA	13659	10065 - BW/2660786	General Fund	Multiple	\$14.00
9/25/2024	MASA	13659	10044 - DW/2252902	General Fund	South Beach	\$14.00
9/25/2024	MASA	13659	10031 - ST/2463165	General Fund	Administration	\$14.00
9/25/2024	MASA	13659	10025 - WS/2221583	General Fund	South Beach	\$14.00
9/25/2024	MASA	13659	10021 - DM2495837	General Fund	South Beach	\$14.00
9/25/2024	MASA	13659	10036 - RM/2220087	General Fund	South Beach	\$14.00
9/25/2024	MASA	13659	10045 - EL/2257962	General Fund	Commercial Marina	\$39.00
9/25/2024	MASA	13659	10064 - TJ/2659672	General Fund	Commercial Marina	\$39.00
9/25/2024	MASA	13659	10013 - MH/222003	General Fund	Administration	\$14.00
9/25/2024	MASA	13659	10060 - ED/2543931	General Fund	Commercial Marina	\$39.00
9/25/2024	MASA	13659	10005 - MB/2465189	General Fund	Administration	\$39.00
9/25/2024	MASA	13659	10003 - CB/2677550	General Fund	South Beach	\$39.00
9/25/2024	Lincoln Glass Co Inc	13658	Repairs and Maintenance	General Fund	South Beach	\$255.32
9/25/2024	Lincoln County Public Works	13657	Fuel	General Fund	South Beach	\$78.29

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
9/25/2024	Lincoln County Public Works	13657	Fuel	General Fund	International Terminal	\$131.01
9/25/2024	Lincoln County Public Works	13657	Fuel	General Fund	Commercial Marina	\$90.96
9/25/2024	KOPIS	13656	21-10-100-02	General Fund	Administration	\$200.00
9/25/2024	Keller Supply Company	13655	Repairs and Maintenance	General Fund	Commercial Marina	\$95.62
9/25/2024	IconiPro Security Alarms Inc	13654	Contract and Support Services-RV Prk Fire Alarm Mc	General Fund	South Beach	\$135.33
9/25/2024	IconiPro Security Alarms Inc	13654	Contract and Support Services-Noaa Fire Alarm Mor	NOAA Lease Fund		\$88.56
9/25/2024	Ground FX Landscape Management LLC	13653	Contract and Support Services	General Fund	Commercial Marina	\$382.00
9/25/2024	Amazon Capital Services Inc	13652	Repairs and Maintenance	General Fund	South Beach	\$18.98
9/25/2024	Amazon Capital Services Inc	13652	Repairs and Maintenance	General Fund	South Beach	\$49.99
9/25/2024	Amazon Capital Services Inc	13652	Repairs and Maintenance	General Fund	South Beach	\$49.99
9/25/2024	Amazon Capital Services Inc	13652	Repairs and Maintenance	General Fund	South Beach	\$9.89
9/25/2024	Amazon Capital Services Inc	13652	Repairs and Maintenance	General Fund	South Beach	\$39.92
9/25/2024	Amazon Capital Services Inc	13652	Repairs and Maintenance	General Fund	South Beach	\$150.05
9/16/2024	First Interstate Bank Loan**AUTOPOST**	PPI05253	Debt Service - Interest	General Fund	Unallocated	\$108.18
9/16/2024	First Interstate Bank Loan**AUTOPOST**	PPI05253	Debt Service - Principal	General Fund	Unallocated	\$4,997.13
9/20/2024	Overhead Door Company of Salem	13651	Professional Services	NOAA Lease Fund		\$690.00
9/20/2024	Newport Rental Service	13650	Fees	General Fund	International Terminal	\$11.20
9/20/2024	Newport Rental Service	13650	Repairs and Maintenance	General Fund	International Terminal	\$56.00
9/20/2024	Newport Rental Service	13650	Repairs and Maintenance	General Fund	International Terminal	\$84.00
9/20/2024	Newport Rental Service	13650	Repairs and Maintenance	General Fund	International Terminal	\$50.00
9/20/2024	Newport Rental Service	13650	Repairs and Maintenance	General Fund	International Terminal	\$560.00
9/20/2024	Newport Ace Hardware Inc	13649	Repairs and Maintenance	General Fund	International Terminal	\$22.99
9/20/2024	Newport Ace Hardware Inc	13649	Repairs and Maintenance	General Fund	International Terminal	\$31.99
9/20/2024	Jeff Boardman	13648	Discounts and Refunds	General Fund	Commercial Marina	\$636.88
9/20/2024	Hyak	13647	IT Hardware and Software	General Fund	Administration	\$325.00
9/20/2024	Englund Marine Supply Co Inc	13646	Operating Supplies	General Fund	Commercial Marina	\$306.15
9/20/2024	Englund Marine Supply Co Inc	13646	Operating Supplies	General Fund	Commercial Marina	\$35.40
9/20/2024	Englund Marine Supply Co Inc	13646	Operating Supplies	General Fund	South Beach	\$80.08
9/20/2024		13645	Professional Services	General Fund	South Beach	\$700.00
9/20/2024		13645	Professional Services	General Fund	South Beach	\$700.00
9/20/2024	Copeland Lumber Yards Inc	13644	Repairs and Maintenance	General Fund	Commercial Marina	\$7.99
9/20/2024	Copeland Lumber Yards Inc	13644	Repairs and Maintenance	General Fund	Commercial Marina	\$9.98
9/20/2024	Copeland Lumber Yards Inc	13644	Repairs and Maintenance	General Fund	Commercial Marina	\$1.98
9/20/2024	Copeland Lumber Yards Inc	13644	Repairs and Maintenance	General Fund	Commercial Marina	\$31.96
9/20/2024	Copeland Lumber Yards Inc	13644	Repairs and Maintenance	General Fund	Commercial Marina	\$32.76
9/20/2024	Copeland Lumber Yards Inc	13644	Repairs and Maintenance	General Fund	Commercial Marina	\$24.87
9/20/2024	Copeland Lumber Yards Inc	13644	Repairs and Maintenance	General Fund	Commercial Marina	\$2.76
9/20/2024	Copeland Lumber Yards Inc	13644	Repairs and Maintenance	General Fund	Commercial Marina	\$516.52
9/20/2024	Valley Fire Control Inc	13643	Professional Services	NOAA Lease Fund		\$480.00
9/20/2024	TWGW Inc NAPA Auto Parts	13642	Equipment	General Fund	South Beach	\$199.99
9/20/2024	Toyota Lift Northwest	13641	Repairs and Maintenance	General Fund	Commercial Marina	\$4,456.39
9/20/2024	T & L Chemical Toilet Service LLC	13640	Contract and Support Services	General Fund	South Beach	\$190.00
9/20/2024	T & L Chemical Toilet Service LLC	13640	Contract and Support Services	General Fund	International Terminal	\$90.00

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
9/20/2024	T & L Chemical Toilet Service LLC	13640	Contract and Support Services	General Fund	Commercial Marina	\$770.00
9/20/2024	Suburban Propane	13639	Propane	General Fund	Commercial Marina	\$176.12
9/20/2024	Staples Advantage	13638	Office Expense	General Fund	Administration	\$18.80
9/20/2024	Staples Advantage	13638	Office Expense	General Fund	Administration	\$7.66
9/20/2024	SAIF Corporation	13637	Health, Dental and Life Insurance	General Fund	Administration	\$2,388.04
9/20/2024	Platt Electric Supply Inc	13636	Operating Supplies	General Fund	Commercial Marina	\$335.09
9/20/2024	Pioneer Printing Inc	13635	Office Expense	General Fund	International Terminal	\$96.06
9/20/2024	Pioneer Printing Inc	13635	Office Expense	General Fund	South Beach	\$96.08
9/20/2024	Pioneer Printing Inc	13635	Office Expense	General Fund	Commercial Marina	\$96.08
9/20/2024	Pioneer Printing Inc	13635	Office Expense	General Fund	Administration	\$96.08
9/20/2024	Pacific Habitat Services Inc	13634	Capital Outlay - Land Improvements	NOAA Lease Fund		\$3,640.63
9/20/2024	Pacific Habitat Services Inc	13634	Contract and Support Services	NOAA Lease Fund		\$2,900.00
9/20/2024	Amazon Capital Services Inc	13633	Office Expense	General Fund	Administration	\$29.69
9/20/2024	Amazon Capital Services Inc	13633	Office Expense	General Fund	Administration	\$9.98
9/13/2024	First Interstate Bank MC **AUTOPOST**	PPI05211	Credit Cards Payable	General Fund	Administration	\$2,749.04
9/13/2024	First Interstate Bank MC **AUTOPOST**	PPI05210	Credit Cards Payable	General Fund	Administration	\$100.98
9/13/2024	First Interstate Bank MC **AUTOPOST**	PPI05209	Credit Cards Payable	General Fund	Administration	\$43.94
9/13/2024	First Interstate Bank MC **AUTOPOST**	PPI05208	Credit Cards Payable	General Fund	International Terminal	\$52.94
9/13/2024	First Interstate Bank MC **AUTOPOST**	PPI05207	Credit Cards Payable	General Fund	Administration	\$105.13
9/16/2024	PERS-Autopay	PPI05201	Retirement Payable	General Fund	Multiple	\$16,471.52
9/20/2024	VOYA-Autopay	PPI05196	10045-EL	General Fund	Administration	\$500.00
9/20/2024	VOYA-Autopay	PPI05196	10021-DM	General Fund	International Terminal	\$100.00
9/20/2024	VOYA-Autopay	PPI05196	10020-PM	General Fund	Administration	\$500.00
9/20/2024	VOYA-Autopay	PPI05196	10013-MH	General Fund	Administration	\$105.00
9/20/2024	VOYA-Autopay	PPI05196	10009-JD	NOAA Lease Fund		\$25.00
9/20/2024	VOYA-Autopay	PPI05195	Benefits Payable	General Fund	Administration	\$300.00
9/20/2024	Washington State Support Registry **AUTOPOST*	PPI05194	Garnishment Withholdings Payable	General Fund	International Terminal	\$408.50
9/13/2024	DOWL	13629	Capital WIP	General Fund	Commercial Marina	\$61,453.08
9/13/2024	Newport News Times	13628	Advertising and Promotion	General Fund	Administration	\$76.97
9/13/2024	Newport News Times	13628	Advertising and Promotion	General Fund	Administration	\$75.86
9/13/2024	Newport News Times	13628	Advertising and Promotion	General Fund	Administration	\$75.86
9/13/2024	Newport News Times	13628	Advertising and Promotion	General Fund	Administration	\$76.97
9/13/2024	Copeland Lumber Yards Inc	13627	Repairs and Maintenance	General Fund	Commercial Marina	\$74.19
9/13/2024	Copeland Lumber Yards Inc	13627	Repairs and Maintenance	General Fund	Commercial Marina	\$3.18
9/13/2024	Copeland Lumber Yards Inc	13627	Repairs and Maintenance	General Fund	Commercial Marina	\$85.50
9/13/2024	Copeland Lumber Yards Inc	13627	Repairs and Maintenance	General Fund	Commercial Marina	\$4.99
9/13/2024	Copeland Lumber Yards Inc	13627	Repairs and Maintenance	General Fund	Commercial Marina	\$19.96
9/13/2024	Copeland Lumber Yards Inc	13627	Repairs and Maintenance	General Fund	Commercial Marina	\$66.10
9/13/2024	Copeland Lumber Yards Inc	13627	Repairs and Maintenance	General Fund	International Terminal	\$8.48
9/13/2024	Central Coast Excavating Inc	13626	Repairs and Maintenance	General Fund	South Beach	\$860.00
9/13/2024	Bergerson Construction Inc	13625	Repairs and Maintenance	General Fund	South Beach	\$113,895.20
9/13/2024	Bay Area Enterprises Inc	13624	SB	General Fund	South Beach	\$10,063.20
9/13/2024	Bay Area Enterprises Inc	13624	Admin	General Fund	Administration	\$891.68

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
9/13/2024	Bay Area Enterprises Inc	13624	NIT	General Fund	International Terminal	\$891.68
9/13/2024	Bay Area Enterprises Inc	13624	CM	General Fund	Commercial Marina	\$891.68
9/13/2024	Bay Area Enterprises Inc	13624	SB	General Fund	South Beach	\$891.68
9/13/2024	Bay Area Enterprises Inc	13624	Admin	General Fund	Administration	\$79.01
9/13/2024	Bay Area Enterprises Inc	13624	NIT	General Fund	International Terminal	\$79.01
9/13/2024	Bay Area Enterprises Inc	13624	CM	General Fund	Commercial Marina	\$79.01
9/13/2024	Bay Area Enterprises Inc	13624	SB	General Fund	South Beach	\$891.68
9/13/2024	Bay Area Enterprises Inc	13624	Admin	General Fund	Administration	\$79.01
9/13/2024	Bay Area Enterprises Inc	13624	NIT	General Fund	International Terminal	\$79.01
9/13/2024	Bay Area Enterprises Inc	13624	CM	General Fund	Commercial Marina	\$79.01
9/13/2024	Bay Area Enterprises Inc	13624	SB	General Fund	South Beach	\$891.67
9/13/2024	Bay Area Enterprises Inc	13624	Admin	General Fund	Administration	\$79.01
9/13/2024	Bay Area Enterprises Inc	13624	NIT	General Fund	International Terminal	\$79.01
9/13/2024	Bay Area Enterprises Inc	13624	CM	General Fund	Commercial Marina	\$79.01
9/13/2024	TWGW Inc NAPA Auto Parts	13623	Repairs and Maintenance	General Fund	South Beach	\$199.99
9/13/2024	Toyota Lift Northwest	13622	Equipment	General Fund	Commercial Marina	\$1,332.90
9/13/2024	Thompson's Sanitary Service Inc	13621	Trash/Garbage	General Fund	International Terminal	\$2,048.11
9/13/2024	Thompson's Sanitary Service Inc	13621	Trash/Garbage	General Fund	South Beach	\$10,544.52
9/13/2024	Thompson's Sanitary Service Inc	13621	Trash/Garbage	NOAA Lease Fund		\$570.40
9/13/2024	Thompson's Sanitary Service Inc	13621	Trash/Garbage	General Fund	Commercial Marina	\$2,860.73
9/13/2024	Amazon Capital Services Inc	13620	Repairs and Maintenance	General Fund	South Beach	\$14.99
9/13/2024	Amazon Capital Services Inc	13620	Repairs and Maintenance	General Fund	South Beach	\$91.98
9/13/2024	Amazon Capital Services Inc	13620	Repairs and Maintenance	General Fund	South Beach	\$27.99
9/13/2024	Amazon Capital Services Inc	13620	Repairs and Maintenance	General Fund	South Beach	\$807.91
9/13/2024	Amazon Capital Services Inc	13620	Repairs and Maintenance	NOAA Lease Fund		\$117.95
9/13/2024	Special Districts Insurance Services	13619	Insurance	General Fund	Administration	\$8.00
9/13/2024	Quadient Finance USA Inc	13618	Office Expense - Postage	General Fund	Administration	\$197.04
9/13/2024	Pioneer Printing Inc	13617	Office Expense	General Fund	Commercial Marina	\$34.75
9/13/2024	Pioneer Printing Inc	13617	Office Expense	General Fund	International Terminal	\$37.45
9/13/2024	Pioneer Printing Inc	13617	Office Expense	General Fund	Administration	\$40.70
9/13/2024	Pioneer Printing Inc	13617	Office Expense - Window Envelopes	General Fund	Administration	\$138.90
9/13/2024	Pioneer Connect	13616	Electricity	NOAA Lease Fund		\$181.88
9/13/2024	Pioneer Connect	13616	Electricity	General Fund	Administration	\$185.00
9/13/2024	Pioneer Connect	13616	Electricity -	General Fund	South Beach	\$41.98
9/13/2024	Orkin	13615	Contract and Support Services	General Fund	South Beach	\$88.99
9/13/2024	MacPherson, Gintner & Diaz	13614	Professional Services	General Fund	Administration	\$2,756.25
9/13/2024		13613	Capital Outlay - Equipment	General Fund	South Beach	\$14,357.00
9/13/2024	Hyak	13612	Contract and Support Services	General Fund	Administration	\$6,656.99
9/13/2024	Hyak	13612	IT Hardware and Software- Surfacepro 9 w/ keybo	General Fund	Administration	\$1,879.98
9/13/2024	Hyak	13612	IT Hardware and Software- Surface Pro 10 w/ keybo	General Fund	Administration	\$2,129.98
9/13/2024	Hyak	13612	Contract and Support Services	General Fund	Administration	\$6,616.99
9/13/2024	Good Work Architects, PLLC	13611	Capital Outlay - Land Improvements	General Fund	South Beach	\$17,510.00
9/13/2024	Englund Marine Supply Co Inc	13610	Repairs and Maintenance	General Fund	South Beach	\$25.90

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
9/13/2024	Aboveboard Electric Inc	13609	Professional Services	NOAA Lease Fund		\$438.99
9/12/2024	Central Lincoln PUD**AUTOPOST**	PPI05191	Electricity	General Fund	Administration	\$359.37
9/12/2024		13608	Operating Supplies - New Pig Absorb 30x150	General Fund	International Terminal	\$275.98
9/1/2024	DE LAGE LANDEN **AUTOPOST**	PPI05139	50369481_2-South Beach	General Fund	South Beach	\$327.88
9/1/2024	DE LAGE LANDEN **AUTOPOST**	PPI05139	50369481_1-Admin	General Fund	Administration	\$327.87
9/6/2024	Central Lincoln PUD**AUTOPOST**	PPI05135	Electricity	General Fund	International Terminal	\$462.07
9/6/2024	Cummins Inc	13607	Capital Outlay - Equipment	NOAA Lease Fund		-\$519.27
9/6/2024	Cummins Inc	13607	Capital Outlay - Equipment	NOAA Lease Fund		\$5,800.00
9/6/2024	Carver Inc	13606	Fuel	General Fund	Commercial Marina	\$164.89
9/6/2024	Business Oregon - Ports Programs	13605	Debt Service - Principal	General Fund	Unallocated	\$9,542.10
9/6/2024	Business Oregon - Ports Programs	13605	Debt Service - Interest	General Fund	Unallocated	\$5,237.30
9/6/2024	Business Oregon - Special Public Works	13604	Debt Service - Principal	General Fund	Unallocated	\$8,181.41
9/6/2024	Business Oregon - Special Public Works	13604	Debt Service - Interest	General Fund	Unallocated	\$4,419.98
9/6/2024	Bill's Pest Control LLC	13603	Operating Supplies	NOAA Lease Fund		\$155.00
9/6/2024	Barrelhead Supply Inc	13602	Equipment	General Fund	South Beach	\$3.59
9/6/2024	Barrelhead Supply Inc	13602	Equipment	General Fund	South Beach	\$4.74
9/6/2024	Barrelhead Supply Inc	13602	Equipment	General Fund	South Beach	\$4.99
9/6/2024	Barrelhead Supply Inc	13602	Equipment	General Fund	South Beach	\$21.98
9/6/2024	Yaquina Boat Equipment Inc	13601	Repairs and Maintenance	General Fund	Commercial Marina	\$855.00
9/6/2024	Verizon Wireless	13600	IT Hardware and Software	General Fund	South Beach	\$241.22
9/6/2024	Verizon Wireless	13600	IT Hardware and Software	General Fund	International Terminal	\$509.98
9/6/2024	Verizon Wireless	13600	SB Lines	General Fund	South Beach	\$81.89
9/6/2024	Verizon Wireless	13600	NOAA Lines	NOAA Lease Fund		\$64.90
9/6/2024	Verizon Wireless	13600	NIT Line	General Fund	International Terminal	\$33.98
9/6/2024	Verizon Wireless	13600	CM Lines	General Fund	Commercial Marina	\$65.09
9/6/2024	Verizon Wireless	13600	Admin Lines	General Fund	Administration	\$188.42
9/6/2024	TWGW Inc NAPA Auto Parts	13599	Repairs and Maintenance	General Fund	International Terminal	\$19.92
9/6/2024	TWGW Inc NAPA Auto Parts	13599	Repairs and Maintenance	General Fund	International Terminal	\$6.58
9/6/2024	TWGW Inc NAPA Auto Parts	13599	Operating Supplies	General Fund	South Beach	\$37.76
9/6/2024	AVS Elevator LLC	13598	Repairs and Maintenance	NOAA Lease Fund		\$2,841.20
9/6/2024	AVS Elevator LLC	13598	Repairs and Maintenance	NOAA Lease Fund		\$1,704.72
9/6/2024	Toyota Lift Northwest	13597	Repairs and Maintenance	General Fund	Commercial Marina	\$2,014.97
9/6/2024	TCB Security Services Inc	13596	SB	General Fund	South Beach	\$4,508.12
9/6/2024	TCB Security Services Inc	13596	Admin	General Fund	Administration	\$399.45
9/6/2024	TCB Security Services Inc	13596	NIT	General Fund	International Terminal	\$399.45
9/6/2024	TCB Security Services Inc	13596	CM	General Fund	Commercial Marina	\$399.45
9/6/2024	TCB Security Services Inc	13596	SB	General Fund	South Beach	\$1,591.11
9/6/2024	TCB Security Services Inc	13596	Admin	General Fund	Administration	\$140.98
9/6/2024	TCB Security Services Inc	13596	NIT	General Fund	International Terminal	\$140.98
9/6/2024	TCB Security Services Inc	13596	CM	General Fund	Commercial Marina	\$140.98
9/6/2024	TCB Security Services Inc	13596	SB	General Fund	South Beach	\$4,508.13
9/6/2024	TCB Security Services Inc	13596	Admin	General Fund	Administration	\$399.45
9/6/2024	TCB Security Services Inc	13596	NIT	General Fund	International Terminal	\$399.45

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
9/6/2024	TCB Security Services Inc	13596	CM	General Fund	Commercial Marina	\$399.45
9/6/2024	Summit Public Relations Strat LLC	13595	Professional Services - Public Relations	General Fund	Administration	\$1,920.00
9/6/2024	Suburban Propane	13594	Propane	General Fund	South Beach	\$400.49
9/6/2024	Suburban Propane	13594	Propane	General Fund	Commercial Marina	\$359.04
9/6/2024	Spiro Landscapes Inc	13593	Contract and Support Services	NOAA Lease Fund		\$495.00
9/6/2024	Spiro Landscapes Inc	13593	Contract and Support Services	General Fund	South Beach	\$1,314.50
9/6/2024	Sierra Springs	13592	Operating Supplies-Bottled water	General Fund	South Beach	\$165.26
9/6/2024	Sherwin-Williams	13591	Repairs and Maintenance	General Fund	Commercial Marina	\$254.14
9/6/2024	Pioneer Printing Inc	13590	Advertising and Promotion - Newsletters print & ma	General Fund	Administration	\$4,338.33
9/6/2024	Papé Material Handling, Inc	13589	Fees	General Fund	International Terminal	\$0.32
9/6/2024	Papé Material Handling, Inc	13589	Shipping and Freight	General Fund	International Terminal	\$18.45
9/6/2024	Papé Material Handling, Inc	13589	Repairs and Maintenance	General Fund	International Terminal	\$56.14
9/6/2024	Pacific Coast Lock & Safe LLC	13588	Repairs and Maintenance	General Fund	South Beach	\$122.50
9/6/2024	Pacific Coast Lock & Safe LLC	13588	Repairs and Maintenance	General Fund	Commercial Marina	\$122.50
9/6/2024	Pacific Coast Lock & Safe LLC	13588	Repairs and Maintenance	General Fund	Commercial Marina	\$125.00
9/6/2024	American Bankers Insurance Company of Florida	13587	Insurance-Noaa Policy 6900127528 / AB00127528	NOAA Lease Fund		\$1,478.00
9/6/2024	American Bankers Insurance Company of Florida	13587	Insurance - NOAA Policy: 6900127527 / AB00127527	NOAA Lease Fund		\$1,086.00
9/6/2024	Orrco	13586	Electricity	General Fund	Commercial Marina	\$1,725.00
9/6/2024	NW Natural	13585	Natural Gas	General Fund	South Beach	\$98.49
9/6/2024	NW Natural	13585	Natural Gas	General Fund	South Beach	\$26.54
9/6/2024	Newport Rental Service	13584	Repairs and Maintenance	General Fund	International Terminal	\$16.50
9/6/2024	Newport Rental Service	13584	Repairs and Maintenance	General Fund	International Terminal	\$82.50
9/6/2024	Newport Rental Service	13584	Repairs and Maintenance	General Fund	International Terminal	\$55.30
9/6/2024	Newport Rental Service	13584	Repairs and Maintenance	General Fund	International Terminal	\$50.00
9/6/2024	Newport Rental Service	13584	Repairs and Maintenance	General Fund	International Terminal	\$825.00
9/6/2024	Newport Fab Shop	13583	Repairs and Maintenance	General Fund	South Beach	\$500.00
9/6/2024	MC Dean Inc	13582	Professional Services	NOAA Lease Fund		\$3,724.00
9/6/2024	Keller Supply Company	13581	Repairs and Maintenance	General Fund	Commercial Marina	\$303.55
9/6/2024	International Institute of Municipal Clerks	13580	Dues And Subscriptions	General Fund	Administration	\$125.00
9/6/2024	Integrity Data	13579	IT Hardware and Software	General Fund	Administration	\$799.00
9/6/2024	Industrial Welding Supply, Inc.	13578	Repairs and Maintenance	General Fund	South Beach	\$7.44
9/6/2024	Industrial Welding Supply, Inc.	13578	Repairs and Maintenance	General Fund	South Beach	\$28.54
9/6/2024	Industrial Welding Supply, Inc.	13578	Repairs and Maintenance	General Fund	South Beach	\$28.54
9/6/2024	Industrial Welding Supply, Inc.	13578	Repairs and Maintenance	General Fund	South Beach	\$123.40
9/6/2024	Industrial Welding Supply, Inc.	13578	Repairs and Maintenance	General Fund	South Beach	\$6.71
9/6/2024	Industrial Welding Supply, Inc.	13578	Repairs and Maintenance	General Fund	South Beach	\$3.41
9/6/2024	Industrial Welding Supply, Inc.	13578	Repairs and Maintenance	General Fund	South Beach	\$10.18
9/6/2024	Industrial Welding Supply, Inc.	13578	Repairs and Maintenance	General Fund	South Beach	\$22.25
9/6/2024	Englund Marine Supply Co Inc	13577	Operating Supplies	General Fund	International Terminal	\$246.30
9/6/2024	Amazon Capital Services Inc	13576	Office Expense	General Fund	South Beach	\$16.72
9/6/2024	Amazon Capital Services Inc	13576	Office Expense	General Fund	South Beach	\$47.40
9/6/2024	Amazon Capital Services Inc	13576	Office Expense	General Fund	South Beach	\$15.98
9/6/2024	Amazon Capital Services Inc	13576	Office Expense	General Fund	South Beach	\$24.95

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
9/6/2024	Amazon Capital Services Inc	13576	Office Expense	General Fund	South Beach	\$31.98
9/6/2024	Amazon Capital Services Inc	13576	IT Hardware and Software	General Fund	Administration	\$381.80
9/6/2024	Amazon Capital Services Inc	13576	Office Expense	General Fund	Administration	\$9.95
9/6/2024	Amazon Capital Services Inc	13576	Office Expense	General Fund	Administration	\$0.55
9/6/2024	Amazon Capital Services Inc	13576	Office Expense	General Fund	Administration	\$3.99
9/6/2024	Amazon Capital Services Inc	13576	Office Expense	General Fund	Administration	\$13.00
9/6/2024	Amazon Capital Services Inc	13576	Office Expense	General Fund	Administration	\$17.12
9/5/2024	VOYA-Autopay	PPI05094	Benefits Payable	General Fund	Administration	\$1,130.00
9/5/2024	VOYA-Autopay	PPI05093	Benefits Payable	General Fund	Administration	\$50.00
9/5/2024	Washington State Support Registry **AUTOPOST*	PPI05092	Garnishment Withholdings Payable	General Fund	International Terminal	\$408.50



ANNUAL GOAL SETTING

DATE: 10/22/2024
RE: 2024-25 Capital Improvement Update
TO: Board of Commissioners
ISSUED BY: Paula J. Miranda, Executive Director

BACKGROUND

The Capital Improvement List is part of our Strategic Plan typically have update it on a quarterly basis. However, because we were expecting to update our entire Strategic Plan, we decided to delay the last update.

However, after looking at available funds at Business Oregon, we decided to update the entire Strategic Plan next year instead.

In order to keep our Strategic Plan current, we would like to update our capital improvement list and replace the old list for this most current one and keep you updated of where we stand.

RECOMMENDATION

“Staff recommends that the Capital Improvement List as reflected in the Strategic Plan is now replaced and adopted with the most recent updated as attached.”

Criteria Used to evaluate and group Projects:									
	0. Project Underway, continuation or completed								
	1. Large adverse affect on operating revenues, and\ or has a large adverse affect high paying jobs in district								
	2. Moderate to small adverse affect on Operating revenues and/or impacts lower paying jobs in the district								
	3. Improves overall operations, resulting in a better port, with better services, may or may not impact jobs								
	4. No impact to operations, does not generate revenue								
CAPITAL IMPROVEMENT PLAN									
	Capital Improvements	Cost Estimate	Original Timeline	Budget Year	Criteria	Rationale for group	Funding Source (Grant, Loan, OP Funds)	Current Status	Priority
NIT	Planning project to identify a mix of uses/opportunities that will maximize use of the terminal and adjacent vacant port-owned properties, and increase net revenues to the Port+I9+B9:K9+B9:L9+I9+B9:K9+I9+B9:K9+B8:I9	Original: \$15,000 Current: \$30,000	2,019	Not Necessary at this time	1	This may or may not help improve the marketability of the site.	OP FUNDS, Potential Grant	We held this off as we were working with a couple potential users and now we are looking to get the 9 acres ready and obtain the necessary equipment through the MARAD grant.	1
Mitigation Plan	Planning project to address mitigation needs of future capital projects and potential inventory of mitigation sites. Anticipated to be completed by Port staff in partnership with the Port of Toledo, Yaquina Bay users, NOAA, ODFW, and the USACE. Project completion primarily by Port staff	\$25,000	2019-2021	Not Necessary at this time	0	We are unable to bank for mitigations on a federal level. Therefore, mitigation plans should be done on a needed basis based on projects, but the Port should budget some amounts to cover for consultants.	OP FUNDS, Potential Grant	We have completed some small mitigation projects, as part of other projects. We looked at opportunities and discussed it with some of the permitting agencies. Until we have a permitted project it is hard to know what the mitigation needs are. It is very difficult to bank for mitigation. There may be some opportunities with the State, but not on a federal level. We recently learned that they are working on the federal level to possibly make that available. Meanwhile, we will continue to work on mitigation by projects.	As Needed
RV Park Annex Plan	Planning and conceptual design project to redesign and reconfigure the RV Park Annex	\$300,000	2019-21	2023-24	1	Does not affect high earners, but park is showing its age, major revenue could be lost.	Potential Grant Funds	This project is currently underway. We have hired a consultant who has initially evaluated the location. They are now working on initial design and costs estimate. We are currently waiting for a survey to be completed. We are under a \$90K contract, which is about 30% complete	Underway

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RV Annex Final Plans and Construction	Final plans, new RV Annex; New RV Annex construction	2620000	2019-2022	2024-26	1	Does not affect high earners, but park is showing its age, major revenue could be lost.	OP Funds/Grants	Once conceptual plans are completed we will better know how to proceed. The likelihood of receiving grant funds are minimal, so we will have to plan in utilizing general funds or loans to complete this project.	1
Port Dock 5 Interim Improvements	Interim improvements to replace pier and improve dock. Approach pier replacement; replace 6 pilings; replace rods, whalers, rub boards, bumpers and triangles (PD 5C); replace rods, bumpers, rub boards and 6 whalers (PD 5B); replace rods and rub boards (PD 5x); new power pedestals	\$3,500,000. There are about \$750K left of projects	2019-22	2021-24	1	There are still some projects left to complete, and they are crucial to the Port operations and should be finished as soon as practical.	OP FUNDS	Permitting repairs to PD5A, which will include rewiring of all PD5. Pedestals are on hand, awaiting permits to add the PD5A replacement to the project. The approach pier is completed. We are looking at installation of about 2 pilings, not 6. We have already replaced one of the two.	Underway
Port dock 7 Interim Improvements	Interim improvements prior to reconfiguration /replacement: Miscellaneous float and pile improvements	\$348,000. There are \$300K left to be completed.	2019-22	2022-23	1	Some of the repairs are crucial to keep PD7 in operations until replacement.	OP FUNDS	We applied for permits to drive 15 new pilings on Port Dock 7 E & F, install temporary new floats to bridge the gap until replacement of the entire Port Dock 7. The pilings were driven this winter under a \$185K contract; the remainder of the project is installation of temporary floats at PD7 E & F.	Underway

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Reconfiguration and Reconstruction of Marina	Complete reconstruction and reconfiguration of commercial marina, including Port Docks 3 and 7, Upland Improvements, Swede's Dock and Commercial Marina channel	Original Budget: \$14,75,000 New budget: \$30-35 million. Plus Channel \$8,000,000.	2019-24	2024-2025	1	PD7 is at end of life, high wage earners will move elsewhere, major economic impact to Port and community	Grant (s)/Op Fund	We are currently under contract with DOWL Engineers, and underway on planning and design and permitting for the redesign and replacement of Port Dock 7. We are about 9% into a \$1.1M contract for planning that includes sediment sampling. The sediment sampling and geotechnical sampling have been taken, awaiting labs on characterization and biological tests. Replacement of the Hoist Dock is included in this project as an add-alternate. Recent estimates came to \$34.5 Million. That takes into consideration possibility of finding mudstone during the sampling. That may come down substantly should not be the case. We have recently applied to USDOT RAISE Grant and ODOT ConnectOregon grant. We are also planning to apply to this year's PIDP.	Underway

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Fishing Pier Improvement	Identify replacement strategy and design new fishing pier	2900000	2022	2024-2027	4	Although we recognize the fishing pier has great value for the community, it does not improve the overall operations or revenues of the Port, it does not create jobs or impact the overall economy of the community. This project will provide greater value by combining it with the replacement of PD7 where it will support mitigation opportunity and possible use of grants.	Grants	This project is expected to be completed along PD7 reconstruction. We are currently under contract with DOWL Engineers and underway on planning for this project. We are about 9% into a \$1.1M engineering contract that includes sediment sampling and geotechnical characterization. Samples have been taken, and we are awaiting results. Army Corps Section 408 consultation has begun. Have been taking community input since March, 2023 on design criteria, held meeting with the public to get input. Sediment Sampling on this side of the project tentative for the end of January, beginning of February. Since we intent to use some of the fishing pier replacement for the Port Dock 7 mitigation, we are trying to include parts of this plan on the Port Dock 7 Plan.	4
Rogue Seawall Repair	Repair Rogue seawall based on Engineers Report	\$1,400,000. The actual cost will be around \$2.2 million	2019-21	2023-24	1	Major economic loss, Rogue brewery could move, causing large loss to community and revenue to the Port. Many come to community to visit Rogue.	\$1.14 Million Grant received	We received \$1.14 Million dollars from the State. Work has been completed just under \$2 Million	Completed
Security Cameras Replacements and Upgrades (Safety and Security)	consolidate and upgrade total security camera network port-wide.	\$100K for security camera network	2019-2024	2021-24	3	These projects mostly affect the operations of the Port and the functionality of its assets. Because of that it is hard to obtain grants other than security cameras and lighting.	OP-Funds/Some grants	Load centers are completed. We will continue to make improvements and upgrading our security efforts on an annual basis utilizing SDAO grants.	Completed

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Electric Work, Fuel Tanks and Security Cameras Replacements and Upgrades (Safety and Security)	South Beach Marina electric load centers; South Beach fuel tank replacement; relocate/replace hoist dock electrical lines; consolidate and upgrade total security camera network port-wide.	\$2,560,000	2019-2024	2021-24	3	These projects mostly affect the operations of the Port and the functionality of its assets. Because of that it is hard to obtain grants other than security cameras and lighting.	OP-Funds/Some grants	Load centers are completed. We plan on including the fuel tank replacement and the hoist dock electrical lines to our 2022-23 budget. We have made the effort to install new cameras to our facilities every year through a grant program from SDAO. Anticipate replacing gates on the South Beach Docks, and transitioning to a proximity card locking system to begin in summer, 2023 and complete over the course of three years. Project is spread out to monitor the effectiveness of the new locks, and make changes as we learn more. We will continue to make improvements and upgrading our security efforts.	3
NIT Improvements	Grading of Port's 9-acre lot plus fencing of 3 acres	Original: \$153,000; Current: \$385,000	2019-2023	2024-2025	0	Additional Storage areas are needed at NIT for both cargo and fishing businesses. The grading work has been included on the grant we received from MARAD (PIDP).	OP Funds	This project was included on MARAD's PIDP grant. We are in the process of moving forward, currently working with MARAD on the NEPA process.	Underway
NIT Improvements	Asphalt lot west of shop, behind shop, and near the east entrance; asphalt nw corner of laydown area; mutually beneficial project, as required by development agreement with McLean Point developer. Removal of dredge material from Rondys property	Asphalt: \$234,000; mutually beneficial project: \$50,000. Plus removal of dredge Material \$200,000	2019-2023	2024-2025	0	We have completed some of the pavement behind and on the West side of the building, but we still have one area to be completed. We are still working with Rondys on the dredge material removal. We may be able to swap some sand for transportation of the material.	OP Funds	We completed the asphalt paving to the lot west of the shop. We still have additional paving to do. That may include working with Rondy's to upgrade the drain lines to their property. Fortunately, we will not need to mitigate the wetlands. We are still working with Rondy's on the mutually beneficial project. At this point the port has budgeted to remove the dredge sand from their property.	Underway

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Port Admin Building	Build a new building for administrative staff and commission meetings	\$2,400,000	N/A	2021-23	0	Although this was not originally included on the Strategic Business Plan, the project has been discussed and even planned in a couple occasions, because the need to replace a temporary building that is now almost 10 years old.	Loan/Op Funds	Completed	Completed
South Beach Marina Improvements	Repair to South Beach Marina Buildings		N/A	2021-22	0	These major maintenance items were never added to Strategic Business Plan	Op Funds	Completed	Completed
South Beach Marina Storm Water	Emergency Storm Water Work	\$345,000	N/A	2020-2021	0	This was an emergency project that was completely unexpected.	Op Funds	We completed an emergency project to address the storm water issue at South Beach Marina. Unfortunately, new sinkholes have been forming due to other storm water issues, which may create additional costs.	Completed
343 SW Bay Blvd Removal	Emergency Building and Dock Removal	\$200,000	N/A	2021-23	0	The building was removed due to safety issues. We are hoping to remove the dock as a mitigation project.	Op Funds	Completed emergency removal of building atop the pier, and sold the property	Completed
North Commercial Oil Tank Removal	Emergency Commercial Oil Tank Removal and Upgrade	Tank: \$200000 Building \$86,000. We will most likely spend about \$45k with the tank only.	N/A	2021-23	0	Old Tank was removed due to leaking issue. We are researching on a replacement	Op Funds	We had an emergency removal of the Oil Tank/Bilge Collection at North Commercial. We foresee replacement of the tank; project may be combined with Port Dock 7 replacement depending on funding.	1
South Beach Marina GFI Breaker Installation	The GFI Breakers have all been purchased, moving towards installation	\$115,000	N/A	2021-22	0	The supply chain has caused some issues, but project is currently underway.	OP Funds	As part of replacing the load centers on South Beach Marina, the Port decided to also replace the breakers in the power pedestals with GFI breakers. Project is	Completed

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NIT Conditional Assessment	Conditional Assessment	\$230,000	N/A	2022-24	2	The Pilings at NIT RoRo dock needs assessment and most likely repair and/or treatment to extend their life.	Op Funds	Assessment has been completed. Now the Port is searching for a source of funds to do the proper repairs.	Completed
NIT Repair of RORO dock Pilings	Repair of RORO dock Pilings	\$687,000	N/A	2023-24	1	Assessment has been completed and some Pilings at NIT RoRo dock needs repairs and/or treatment to extend their life. Permit has been received.	45% Op Funds and 55% grant funds	We were notified that we did receive 55% of the funds through the Congressially Directed Spending FY 24. Engineers are working up bid documents to be released this fall. We intend to start construction in November and be complete by the end of January, 2025.	1
South Beach Marina Outfall Sleaving	Repair/Maintenance of two outfalls at South Beach Marina	1 x \$230,000; 1 x \$500,000	N/A	2024-25	3	The outfalls at the marina needs to be addressed to avoid future issues (sinking), as it recently happen with another one.	Op Funds	Some work has been completed last year. Unfortunately, more sinkholes have showed up. We are assessing the issues and working on the outfalls before it becomes bigger a problem.	1
South Beach Buildings (previous fruit processing facility)	Demolishing, rebuilding, new roofs, new siding	\$300,000	N/A	2022-23	2	South Beach buildings were in pretty bad shape. We renovated parts of it and leased two of the buildings. We still need to demolish the unhabitable building and instead build a smaller building to house all the power to the property.	Op Funds	Two buildings are leased. We still need to demolish the unhabitable building and instead build a smaller building to house all the power to the property.	2
CM and NIT Forklift Replacement	2 Forklifts has passed it's replacement cycle based on hours used.	\$128,000	N/A	2022-23	1	We deferred purchase of a new lift for 2 years; our forklifts in the Marina are heavily used and they must be reliable to keep the hoist dock working. We are well over the 6,000 limit for replacement on two forklifts	Op Funds/Grants	Purchased in FY 2022-23, received new forklift on 09MAY 2023. The Port received a grant from Business Oregon that allowed us to order an additional \$128K fork lift that will mainly reside at the Terminal.	Completed

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CM Shop Expansion	Expand shop at Commercial Office	\$30,000	N/A	2022-23	3	Need office space for Harbormaster, no confidential conversations can be held with current configuration.	Op Funds	Commercial Marina shop is not configured to be a service location, and also lacks adequate space for personnel. Project has been deferred in favor of dock work in years past.	3
Dredge Swedes Dock	Dredge Swedes Dock	\$150,000	N/A	2023-25	3	It hasn't been dredged in over 33 years and it is starting to show.	Op Funds	May potentially combine this project with PD7 replacement, we may also benefit from Corps Section 107 project, which is yet to be determined.	4
CM HOIST Dock Fenders	Replace Hoist Dock Fenders	\$35,000. Latest estimate \$40k	N/A	2024-25	3		Op Funds	Fender pilings are increasingly in poor condition. May combine with PD7 replacement project.	3
CM PD 3 Access Power and Water	Remove PD 3 Power and Water Access from Neighboring Property	\$250,000	N/A	2025-27	3	Current Power and Water is attached to the neighboring building. We don't know the condition of the pilings.	Op Funds	To be completed when Port Dock 5 is rewired.	4
SB HVAC system	Replace HVAC System at SB Shop	\$15,000	N/A	2024-25	3	HVAC systems are old and soon in need of repair	Op Funds		4
SB End ties A-E docks	Replace Rods and Whalers at end ties A-E in SB Docks	\$100,000	N/A	2022-25	3	The end ties are the largest single berths in South Beach. They "re used for the bigger vessels that use the marina, and are in need of rods and whalers to stay in operation	Op Funds	Completed B Dock. A, C, D, and E will be completed over the next two years.	Underway
CM Swedes Dock 12-14 Pilings	Replace pilings at Swedes Dock	\$215,000	N/A	2024-24	1	The Dock is at the end of its service life and in need of replacement	Op Funds	Emergency piling replacement was completed during winter 2021-22. Other piling replacement, removal of boathouse, and dock replacement will take place alongside progression of PD7 replacement.	Underway

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SB Asphalt Overlay	Asphalt Overlay at SB	Original Estimate: \$100,000. Current: \$200K	N/A	2023-24	3	The asphalt in the area where Seafood & Wine is held along with other festivals has been patched again and again due to the impact of tent stakes and concrete curbing. It needs to be repaved.	Op Funds		3
Rogue Gutter and Siding Replacement	Replace Gutters and siding at one wall at Rogue Building	Gutters: \$100k, Siding:	N/A	2022-24	1	There are currently holes in the eves on the building. These need to be repaired to prevent impacts to the walls.	Op Funds	Received limited funding from insurance for flashing repair; siding will also need replaced on west end of building.	1
SB Expo Center	Plan	\$30,000	N/A	2022-23	2	Facility to enhance the recreational theme of South Beach and add attractions for tourists. Would bolster hotel business and tourism in the region.	Op Fund/Grants	This project has been put on hold due to other projects priority. We will continue to evaluate opportunities to revisit this project.	2
SB Forklift replacement	Purchase New Forklift for SB	\$40,000	N/A	2024-25	3	Current forklift is reaching the top end of operating hours		To be purchased 2024-25	2
Fillet Tables		\$130,000	N/A	2022-23	3	Tables are over crowded and we need to add capacity	Op Funds/Grants	We recently received a grant from Business oregon for about \$47K out of \$175K to be used for the fillet tables. Completed	Completed
NIT Crane replacement	Crane is at max capacity, in order to handle cargo or other heavy loads will have to be replace	Original Estimate: \$700,000 Final Purchase Price: \$581,345	N/A	2022-23	1	This is new potential revenue to Port, but could also affect high income earners should Crane fail	Loan/Op Funds	We just purchased a new crane with funds from a Business Oregon Loan. The old crane is going to be sold. Completed	Completed
North Commercial Cranes Replacement		\$160,000. Latest estimate \$180K	N/A	2024-26	3	We need to consider replacing North Commercial cranes within the next 2-3 years	Op Funds	Crane service could be achieved with a carry-deck crane, but would require an indoor storage and upgrade of Hoist Dock. Could be completed with rebuild of Hoist Dock.	4

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Port vehicles	Replace aging vehicles with high mileage all throughout the Port	\$100,000	N/A	2022-24	3	Vehicle breakdowns could cause Operational issues	Op Funds	Two vehicles has been replaced. We have also put a request with Business Oregon who is working on a joint ODOT Carbon Reduction Program/New Equipment and have added a couple more vehicles.	3
NIT Equipment plus Building	Purchase Terminal Equipment and Storage Building	\$4,305,125	N/A	2022-23	1	In order to establish future cargo operations, the Port should consider obtaining some equipment and a building to house such equipment. We should consider applying for future MARAD grants.	Op Funds/MARAD	We received 80% grant from MARAD's PIDP, which includes two loaders, grading of the 9 acres with 3 acres fencing. We are currently in the middle of their NEPA process. We did not include the Storage Building. Eventually we would like to still build one.	2
NOAA Dredging	Dredge NOAA's Berth	\$1,099,000	N/A	2022-23	1	We have an obligation to dredge NOAA. We have skipped this year, but will be required to dredge in the following year.	Op Funds	Dredging was completed outside in-water work at about \$1.1 million.	Completed
NIT dredging	Dredge NIT's Berth	\$1,200,000	2022-23	2024-25	1	NIT will need to be dredged within the next 1-2 years.	Op Funds	We have postpone dredging of NIT due to lack of permit and funding. We currently all necessary permits. We are hoping to get it dredge within the next couple of years.	1
South Beach Marina Dredging	Dredge South Beach Marina	\$1,500,000 - \$2,000,000	2022-24	2024-25	1	South Beach Marina will need to be dredged within the next 1-2 years, depending on funding. Permits have been received.	Op Funds/OSMB	We spoke to Rep. Val Hoyle and the request will be included on FY 25 Congressionally Directed Spending.	1
South Beach Operations	Expand shop at SB	\$30,000	N/A	2023-24	3	Need office space for Harbormaster, no confidential conversations can be held with current configuration.	OP Funds	We are still evaluating the need versus priority	4

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South Beach Marina Service Dock near the Rogue Seawall needs repairs	The current dock is not useable	\$500,000	N/A	2022-23	1	The South Beach Marina service dock needs some major repairs. We spoke to the Oregon State Marine Board, but they are unlikely to fund this project, unless the majority of the dock is to service transient boats, which it is not the case here. We were hoping to complete this work in parallel with the Rogue Seawall Repairs, but funds have not been available.	Op Funds	We have been looking for funding sources, but at one point we may need to use port funds if necessary. This project will generate income, which could pay for the construction. A 60' portion of this floating dock is considered public access mitigation for the NOAA Facility construction, but the rest of the 500' dock is the Port's do manage as necessary.	1
CM Hoist Reconfiguration	Reconfigure Hoist Dock and Move CM Building with Loading Dock plus small mobile crane	\$4,000,000	N/A	2024-27	1	A reconfiguration of the hoist dock would eventually make more sense for overall operations	Op Funds/Grants	Best overall option for longevity and improved usage; pending funding.	4
Replace Equipments	Replace worn equipments throughout the Port	Tugboat Haul Out \$25,000; Trash Compactors CM: \$37,000, SB: \$37,000	NA	2024-25	3	These are aging or worn out equipment that need replacement	Op Funds	SB side-by-side was purchased during FY 2022-23. Dumpsters were replaced in FY 2022-23. Tugboat Haulout will be more expensive, and compactors are critical to be replaced no later than 2023-24.	4
SB New Building	Build or rebuild new building for Tenant if opportunity arises	\$ 1,000,000.00	N/A	2023-26		We don't have any buildings available in SB or at the Port for that matter. Should an opportunity to lease a building to customer, we should consider building a new one.	Loan/Op Funds	We don't currently have a prospect tenant, but we had some in the past. A new building will only be considered if we have an interested party.	4
NIT	IT Hardware	100,000	NA	2024-25		Upgrade WIFI to meet modern day standards. This includes underground work and fiber installation.	Op Funds	Budgeted	
SB	Traffic Lane Launch	\$225,000		2024-25		Marina users have complained about how busy one lane traffic heading into launch is. Adding another lane would help the congestion on busy days.	Op Funds	This project may be done in conjunction with the RV Annex rebuild.	

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CM	Hoist Dock Electrical Rewire	\$30,000		2023-24		Wiring for Hoist dock that falls below water during some high tides needs to be elevated.	Op Funds	Budgeted
CM	Fence for CM and Storage Lot	\$160,000		2024-24		Commercial Marina had a lot of problems with security. A fence would screen access to certain storage areas.	Homeland Security Grant?	Budgeted
CM	Replace Water Line	\$250,000		2024-25		the waterline broke this past year, this can be done at the same time we add the fiber optic cable, so the cost should be reduced.	Op Funds	Budgeted
CM	Truck Replacement	\$75,000		2024-25		Current truck has low mileage, but many issues	Op Funds	Budgeted
SB	Design work for Dock Replacement	\$100,000		2024-25		There is a lot of wear and tear and SB docks badly needs upgrading.	Op Funds/grants?	Budgeted
SB	Restrooms and Showers Design	\$100,000		2024-25		SB restrooms are in really bad need of major overall.	Op Funds/grants?	
SB	Restrooms and Showers Remodel	\$1,000,000		2025-26		SB restrooms are in really bad need of major overall.	Op Funds/grants?	
ADMIN	Move to a new web domail (.GOV)	\$50,000		2023-2025		This will help with our computer security	Grants	A grant has been applied for. If we get it, we can start the work according to the grant schedule.
SB	Replace TV system in RV parks	60000		2024-2026		System is 13 years old, does not work well with todays TV sets, and parts are difficult to located	OP Funds	In Process
CM	Paint and Seal Port Dock 5 Pier	\$200,000		2025-26		This is a new pier, and this maintenance is reguarly scheduled preventative maintenance; it follows the recommendations of ODOT bridge inspections.	OP Funds	
NEW PROJECTS ADDED SINCE LAST REVISION								

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SB	RV Park Office rewire/move Close	50,000		2024-25		There have been speed issues operating computer equipment in South Beach, and we have noted some equipment losing the Internet connection. We believe wiring is the culpret, in addition, the IT equipment is in the same room as the Water Heaters, the excess heat in the room could cause premature equipment failure.	OP Funds



FINANCE DEPARTMENT MONTHLY REPORT

DATE: October 22, 2024
PERIOD: July 1, 2023, to September 30, 2024
TO: Paula Miranda, Executive Director
ISSUED BY: Mark Brown, Director of Finance and Business Services

Preliminary financial reports are included through September 30, 2024 for all funds.

Issues of Importance

Audit

All documents and all except one question have been provided or answered from our auditors, Kern-Thomson, the outstanding question will be responded to shortly. After that, we are just waiting for the final audit, which we expect in December.

Finance staff continue to discuss workflows and how to be more efficient using our systems, and as we continue to dig into the intricate details are developing new tools to help us in that effort.

Financial Reports

Port staff are now updating deposits, deferred revenue and accounts receivable monthly. A spreadsheet was developed that allows port staff to determine the correct in each GL account with a reasonable amount of effort. Previously, calculating these numbers would take weeks.

RV Park and Marina Occupancy

The RV main and Annex park occupancy is similar to previous years. Dry camp occupancy increased substantially over last year, but is similar to 2022-23.

Long term moorage is similar to previous years, but transient moorage has declined slightly.

RV Main Park			
	Occupancy Percent		
	2022-23	2023-24	2024-25
July	96.28%	102.73%	98.56%
August	98.74%	101.16%	99.80%
September	95.94%	102.28%	98.30%
October	62.89%	56.24%	
November	31.87%	26.37%	
December	21.88%	24.50%	
January	25.14%	18.10%	
February	28.65%	26.16%	
March	36.23%	31.63%	

April	44.10%	34.57%	
May	68.76%	59.19%	
June	97.90%	89.71%	

RV PARK ANNEX			
	Occupancy Percent		
Fiscal Year	2022-23	2023-24	2024-25
July	85.71%	92.99%	89.21%
August	85.11%	94.17%	91.90%
September	78.65%	76.09%	69.10%
October	36.54%	19.42%	
November	18.80%	17.01%	
December	15.94%	16.60%	
January	21.16%	15.30%	
February	20.67%	19.10%	
March	12.49%	12.90%	
April	16.20%	20.64%	
May	44.17%	42.06%	
June	67.44%	71.22%	

Dry Camp			
	Occupancy %		
	2022-23	2023-24	2024-25
July	53.04%	55.90%	45.30%
August	43.50%	57.37%	44.40%
September	39.29%	5.44%	36.00%
October	15.39%	3.00%	
November	9.33%	1.48%	
December	4.70%	1.01%	
January	2.58%	0.13%	
February	3.59%	6.50%	
March	2.58%	8.89%	
April	3.38%	5.33%	
May	11.34%	1.86%	
June	20.24%	18.86%	

The Marina Non-Transient Moorage also shows a slight decrease in occupancy versus last year:

Non Transient Vessels			
	Occupancy Percent		
	2022-23	2023-24	2024-25
July	95.84%	91.33%	89.87%
August	94.46%	90.60%	88.20%
September	93.30%	90.23%	88.98%
October	81.40%	81.16%	
November	52.83%	47.96%	
December	50.39%	46.34%	
January	50.40%	17.24%	
February	49.83%	44.42%	
March	49.84%	44.84%	
April	58.32%	55.66%	
May	88.82%	85.21%	
June	90.26%	88.32%	

Transient Moorage has increased slightly over last year.

Transient Moorage				
	Occupancy Percentage			
	2021-22	2022-23	2023-24	2024-25
July		73.07%	72.94%	65.61%
August		68.95%	65.99%	52.80%
September		59.72%	67.78%	70.05%
October		33.74%	10.26%	
November		25.37%	2.31%	
December		22.27%	1.08%	
January		20.92%	1.40%	
February		27.53%	29.26%	
March		28.45%	32.53%	
April	3.56%	28.47%	31.94%	
May	15.99%	44.49%	45.30%	
June	23.52%	45.00%	48.75%	

Fiscal Manual

A complete review of the fiscal manual is occurring, once this review is completed a work session will be scheduled, or it will be brought to commission.

The Fiscal Manual is a complete rewrite. The manual includes ethics, how to set up grants, accounts receivable legal compliance and write offs, internal control framework and controls, GASB compliance, pollution control remediation, required documentation, meals, and travel administration and much more.

Balance Sheet Equity Section

Balance Sheets are included in the financial statements, we have finished all reconciliations and have all issues resolved.

Equity section of the balance sheet shows critical fund information required by GASB (Governmental Accounting Standards Board) 54:

Restricted

Funds that the Donor or Grantor gave the Port with restrictions. The \$1.14 million is grant money from the State of Oregon that can only be used for the Rogue Seawall.

Committed –

Funds that the “Governing Body” restricted, in our case the Port Commission. Port Staff cannot use these funds without authorization of the Port Commission.

Assigned

If someone below the Port Commission (Executive Director, Director of Finance) they are setting aside funds for a future project, those funds become assigned. The Port can use these funds without further authorization. The \$667,00 are Grant Match funds, we have specific details of each assignment in the Chart of Accounts.

Unassigned

Funds that do not fit into the other three categories, they can be used as needed. This includes cash and other equity the Port has.

Profit and Loss -

The financial reports through September 30, 2024, are attached for your review and are included in the commission packet, Lease Revenue is understated, we have reached out to Pacsoft to determine the cause.

The month-to-month budget has been modified for seasonality, hopefully this will show a more realistic forecast moving forward.

**General Operating Fund
Statement of Activities**

The Port is not allocating overhead (Department 100) at this time. As of September 30, 2024, Operating income for all General Operating Funds before depreciation was \$499,571. Prior to borrowing \$1.14 million for the rogue seawall, the Port had a positive cash flow of \$228,009. Income after depreciation wa (\$284,101). South Beach is the only operating unit with a positive Net Income after Depreciation:

Unallocated	\$ (68,716)
Administration	\$ (472,007)
Commercial Marina	\$ (13,192)
International Terminal	\$ (293,066)
<u>South Beach</u>	<u>\$ 497,999</u>
Total	\$ (348,981)

Balance Sheet

As of September 30, 2024, in June of 2024 the Port spent over \$2 million from general operating funds for the Rogue Seawall. The current balance for the General Operating Fund is \$216,323. We are managing our available funds carefully.

Monies could be moved from the Reserve Fund to bring the Reserve Fund down to \$1.9 million, but I am setting aside these funds for upcoming projects.

The Port has a number of large projects underway, for some of the smaller projects the Facility Maintenance Fund will be used to pay for the projects.

A 1-year cashflow has been prepared and will be managing the cash to make sure adequate cash is available. At this time time Port has **not** borrowed from the reserve funds, which has a cash balance of \$2.4 million, but has borrowed \$1.1 million from Business Oregon. If we can operate without using the funds from the Reserve Fund, we will pay off the borrowed funds when the interest rate earned falls below the Interest rate of the Loan,

**General Operating Fund
Budget Vs Actual**

General Operating Funds (GOF) FY 2024-25, Budget Vs Actual:

All Departments General Operating Funds

Operating Revenue is unfavorable by	\$ 724,499
Operating Expenses are favorable by	\$ 314,902
Operating Income is unfavorable by	\$ 409,597
Depreciation	\$ 512,110

Non-Operating Revenue is favorable by	\$1,149,674
Non-Operating Expenses are favorable by	\$ 515,891
Non-Operating Income is favorable by	\$1,665,565
Net income, after depreciation is favorable by	\$ 743,858

Variance Explanation

Loan revenue (non-Operating revenue) was expected prior to 06/30/2024 but rolled into the current fiscal year. We invoiced the revenue in July, once we knew the money was in process, but only received the funds in August. Other variances will be addressed department by department. Net Income includes a non-budgeted item, depreciation.

Unallocated (000)

This department is for all Debt Service and Fund transfers that occur within the GOF and is required by the Department of Revenue.

Unallocated

Non-Operating income is Neutral	\$
Non-Operating Expense is favorable by	\$ 21,284

Variance Explanation - Unallocated

None needed.

1 Administration (Dept 100)

Operating income is favorable by	\$ 3,029
Operating expenses are favorable by	\$ 164,873
Operating Income (before Deprec.) is favorable by	\$ 167,902
Depreciation	\$ 22,505
Non-Operating revenue is favorable by	\$ 9,674
Non-Operating Expenses are Neutral	\$
Non-Operating Income is favorable	\$ 9,674
Net income, after depreciation is favorable by	\$ 155,070

Variance Explanation (Dept 100)

We are expecting the Fed to begin lowering interest rates, so little interest is budgeted.

Commercial Marina (Dept 300)

Operating revenue is unfavorable by	\$ 84,661
Operating expenses are favorable by	\$ 161,075
Operating Income (before deprec) is favorable by	\$ 76,414
Depreciation (not a budget item)	\$ 40,595
Non-Operating revenue is Neutral	\$ 0
Non-Operating Expenses Neutral	\$
Non-Operating Income is favorable by	\$ 494,607
Net income, after depreciation is favorable by	\$ 530,425

Variance Explanation (dept 300)

Income should turn favorable once the Port receives the Earnings Lease Revenue from Englund Marina and crab

season starts.

International Terminal (Dept 500)

Operating revenue is unfavorable by	\$ 46,773
Operating expenses are favorable by	\$ 38,332
Operating Income, before Deprec is unfavorable by	\$ 8,441
Depreciation (not a budget item)	\$ 325,816
Non-Operating revenue is favorable	\$ 0
Non-Operating expenses are Neutral	\$ 0
Non-Operating Income is favorable by	\$ 0
Net income, after depreciation is unfavorable by	\$ 334,257

Variance Explanation (dept 500)

Revenues for the International Terminal continue to be lower than expected. We are hoping that Cargo/wave energy will help to bolster the revenue. The lease revenue is down, we are investigating this, we have a change of staff, and this may be due to billing methodology.

South Beach (Dept 700)

Operating revenue is unfavorable by	\$ 596,093
Operating expenses are unfavorable by	\$ 49,378
Operating Income is unfavorable by	\$ 645,471
Depreciation (not a budget item)	\$ 123,194
Non-Operating revenue is favorable by	\$1,140,000
Non-Operating Expenses are Neutral	\$ 0
Non-Operating Income is favorable by	\$1,140,000
Net income is favorable by	\$ 371,335

Variance Explanation (dept 700)

Operating expenses are higher than expected due to 2 misclassified transactions. A journal entry was made to move \$176,732 to Capital Outlays, In the October financials the account will show as favorable. Electrical and Water utilities are more than expected and will need to be watched carefully.

NOAA Lease Revenue Fund

Balance Sheet

As of September 30, 2024, the NOAA Lease revenue Fund had a cash balance of \$2,077,926, of this \$1,761,721 is reserved for the annual maximum debt service payment on bonds, as required in the bond contract. The Port can use the reserved portion of funds, as long as it builds this balance back.

Income Statement - Budget vs. Actuals

NOAA Lease Revenue Fund

Operating revenue is unfavorable by	\$ 19,402
Operating expenses are favorable by	\$ 177,493
Operating Income is favorable by	\$ 158,091
Depreciation	\$ 372,840
Non-Operating revenue is favorable by	\$ 2,640
Non-Operating Expenses are unfavorable by	\$ 98,079
Non-Operating Income is unfavorable by	\$ 100,719
Net income is unfavorable by	\$ 114,030

Variance Explanation (NOAA)

There is a variance of \$8,921 in capital outlays, the budget for capital outlays will be moved to cover this expenditure next month. The operating revenue looks in line with expectations, the variance will disappear as we get the increases for COLA and Insurance in place. There is a new contracting officer at NOAA, this has resulted in delays in getting the increases due in place, which has resulted in unfavorable Operating Revenue. I will working with the new officer to get the increases in place.

Reserve Fund

Cash available \$2,398,247

Bonded Debt Fund:

Cash available \$ 169,041

Facility Maintenance Fund:

Cash available \$ 471,953

Money has been set aside in the Facilities Maintenance fund for the electrical upgrades to Port Dock 5, and the proceeds from Parking fees is received in this fund for future replacement of surfaces.

Those with no payment plan as of 09/30/2024, those who have paid off their balance since 09/30/2024 have been removed from this list.

mmcuFirstName	mmcuSurname	mmcuLongName	mmcuCustomText4	ThreeMonth	FourMonth	
Mark	Henkel	Mark Henkel	Erla-N	18.76	1,072.01	Placing a Lien on Vessel
Josh	Wedmore	Josh Wedmore	Cleora	49.09	7.97	SEIZED
Scot	Rhash	Oregon Mariculture LLC	Western Hunter	139.93	1,995.91	Placing a Lien on Vessel
Perry	Bordeaux	Tiburon Fisheries LLC	Das Bug	52.32	2,758.40	NO SERVICES
Vanya	Taylor	Sookie Fisheries	Gooney Bird	3,005.18	1,809.90	Placing a Lien on Vessel
Robert	Talbott	Robert Talbott	Leisure Lee II	72.85	4,162.88	Have a lien on Vessel
John	King	John King	Evening Star	7.77	444.02	Placing Lien on Vessel
Scot	Rhash	Oregon Mariculture, LLC		204.45	9,683.03	See Western Hunter
Marshall	Stickrod	Marshall Stickrod	Pursuit	52.78	0	Placing Lien on Vessel

Each month staff send out past due letters for each category:

Past Due:

30 days Gentle reminder

60 days Reminder

90 days Account on credit hold, no services will be provided until a payment plan is in place.

120 days A reminder to contact us immediately, we will evaluate their account for vessel seizure or may send the account to collections.

###



DIRECTOR OF OPERATIONS REPORT

DATE: 10/16/2024
PERIOD: September 2024-October 2024
TO: Paula J. Miranda, Executive Director
ISSUED BY: Aaron Bretz

OVERVIEW DIROPS

Summary:

Much of the activity in the Commercial Marina is switching this month to preparations for the Dungeness season. The Recreational Marina has remained steady although not as busy as late summer. The same can be said of the Terminal.

Detail:

- **Army Corps CAP Section 107 Project (Commercial Marina Channel Dredging) and Port Dock 7 Planning**

The Army Corps has been in consultation with permitting agencies about concepts for eelgrass mitigation. They've done a significant amount of work to document the amount of mitigation that will be required for the expected impacts, and have used OSU data and scientists along the way. We continue to plan for Sally's Bend as the site where we can conduct eelgrass enhancement to mitigate for any impacts our projects may have. We've received some formal input from U. S. Fish and Wildlife Service regarding beach nourishment suggestions they have for the dredge material.

We've begun some discussions about means and methods for dredging and are developing what that may look like. It sounds like a clam shell will likely be used.

We are now making way with the Army Corps Section 408 people about what level of study will be needed on the South Beach Breakwater to engineer for the improvements that will be necessary for the walking pathway out to the new Fishing Pier.

- **RORO Dock Piling Assessment**

Awaiting bids

- **Dredging**

I am awaiting determination of funding sources to put the South Beach Dredging project out for bid.

- **RV Park Annex Redesign**

We discussed some of the things we will want to see in the final report and are ensuring feedback we gave is included in the final draft.

- **Rogue Seawall**
Completed.
- **Crane Sale:** Received payment in full for the crane and issued the sale documents. Awaiting pickup by the buyer.
- **MARAD PIDP Grant:**
Quarterly report is due this week; currently working on the documents for submission.
- **Seafood Processing Wastewater:** We are continuing to discuss ideas for how the Port might be able to assist Bayfront processors address their challenges in complying with upcoming 900J permit constraints. We don't yet have anything tangible to pass along, but we had a two meetings with them this month.
- **Port Dock 5 Repairs:** The draft contract will be with Bergerson this week and they are purchasing materials for the work.

Newport International Terminal- Don Moon, Supervisor

Billable Services Performed this Period (june)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Forklift –67.75 hrs | <input checked="" type="checkbox"/> Moorage – 130 Days |
| <input checked="" type="checkbox"/> Hydraulic Crane -39 hrs | |
| <input checked="" type="checkbox"/> Hoist Dock Tie Up –123.25 hrs | |
| <input checked="" type="checkbox"/> Labor – 106.5 hrs | <input checked="" type="checkbox"/> 120V power – 0 hrs |
| <input checked="" type="checkbox"/> Other Overtime Billed 13.5 hrs | <input checked="" type="checkbox"/> 208V power – 86 Days |

Harbormaster- Kody Robinson

Billable Services Performed this Period: (See below in challenges for billing hours situation)

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

Completed In Progress We had a vessel hit two separate sections on port dock 5 and cause a significant amount of damage and temporary loss of water for a few days. We are currently working with insurance and local contractors on getting the damage quoted out.

Completed In Progress We are currently diagnosing a low water pressure issue on PD5.
We fixed the issue and now have water restored to all PD5.

Completed In Progress The compactor trash can dumper failed over the weekend and we are currently working with a local welder to get that back up and running asap. The trash compactor is now fixed and operational.

Completed In Progress We had a hydraulic motor fail on one of the swing hoist. The new motor is on the way and will be installed early next week. The hoist is currently operational it just doesn't have any boom in or out.

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

- We had to order an hydraulic motor for one of the hoist.
- During a low tide we checked some of the pilings under the hoist dock, and quite a few of them are in rough shape. The far west corner has a supporting pile that has completely failed and is rusted through