

**AMENDED PORT OF NEWPORT COMMISSION MEETING**

Tuesday, August 27, 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/2024-08-27-commission-meetings-2024-aug-27-2024-6-00-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, August 26, 2024: <https://www.portofnewport.com/2024-08-27-commission-meetings-2024-aug-27-2024-6-00-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.....July 23.....Page 3
- B. Financial Reports.....Page 7
- C. Accounts Paid.....Page 30

**V. Presentations**

- A. Regional Economic Development in a Global Market - *Kari Hoy, OSU Intern*....Page 39

**VI. Old Business**

- A. RV Annex Redesign Proposal – *Mark Kuykendall, Good Work Architects* .....Page 78
- B. **Approval of Changes to Lines Agreement – *Miranda***.....Page 127
- C. Approval of Upgrade to RV Park TV System – *Brown*.....Page 143
- D. Approval of Change Order for Final Rogue Seawall Injection Areas – *Bretz*.....Page 146

**VII. New Business**

- A. Employee Anniversary Recognition – *Mark Brown – 5 Years*
- B. Public Hearing for Ordinance 2024-02 Regarding Facilities Code Changes – *Bretz*.....Page 147

**VIII. Staff Reports**

- A. Executive Director’s Report – *Miranda*.....Page 150
  - 1. Director of Finance and Business Services - *Brown*.....Page 154
  - 2. Director of Operations/Deputy Executive Director – *Bretz* .....Page 163

**IX. Commissioner Reports**

**X. Calendar/Future Considerations 2024**

- Labor Day – Port Offices Closed.....Sept. 2, 2024
- Next Commission Meeting.....Sept. 24, 2024
- Infrastructure Summit (Portland).....Sept. 24 and 25, 2024
- OPPA Annual Conference.....Sept. 26 and 27, 2024
- PNWA Annual Conference.....Oct. 1 - 3, 2024

**XI. Public Comment**

**XII. Adjournment**

July 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, and Chuck. Commissioner Retherford joined the meeting at 6:18 p.m. 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, and PR Representative Angela Nebel. Visitors included Rex Capri, Ryan Vogt, Jaclyn Disney, Paul Zellman, and Heather Mann.

### **CHANGES TO THE AGENDA**

Miranda requested the Commission move Item A. Approval of IGA with Cascades West Council of Governments to follow Presentations. Sylvia agreed to reorder the item.

### **CONSENT CALENDAR**

MOTION was made by Chuck, seconded by Ruddiman, to approve the consent calendar as presented. The motion carried 4-0 in a voice vote.

### **PRESENTATIONS**

**Oregon Cascades West Council of Governments (OCWCOG) - Ryan Vogt.** Sylvia introduced the agenda item. Vogt, Executive Director of OCWCOG, and Disney, Community and Economic Development Director of OCWCOG, presented services provided by Cascades West, including grant writing services.

### **NEW BUSINESS**

**Approval of IGA with Oregon Cascades West Council of Governments.** Sylvia introduced the agenda item. Miranda reported she met with Cascades West recently on grant writing. She stated the Port has been doing a lot of grant writing internally, and it is very time consuming. She noted since the Port didn't budget for the agreement this year, she consulted with Brown to make sure contingency funds are available. She indicated the max cost would be \$15,000 for this fiscal year, and she may revisit that next year. She added this IGA will only have a cost if the Port has projects that they work on.

Miranda reported the Commission still has to approve all grant applications. She stated the Commission may have to adjust the grant amount that triggers Commission approval. Disney explained the prospecting will be a subsidized cost, and Cascades West can provide prospecting, grant writing, and administration. Sylvia asked if the Port has contracted out prospecting or managing before. Miranda replied the Port has done prospecting through other agencies, but not to the extent Cascades West would provide.

Chuck asked do staff give Cascades West the business plan and project list, and then they prospect for those projects. Disney replied each community approach has been different. She explained Cascades West starts by having qualitative interviews with administration staff, getting an idea for priority projects. She noted they look at the general plan, strategic plan, and Commission reports. Miranda noted she has had the interview already and directed Cascades West to the strategic plan.

Lackey stated he was initially hesitant to support the agreement because staff have done an incredible job applying for and managing grants. He indicated he will give the benefit of the doubt to Miranda. He noted he looks forward to seeing how this works out. Vogt stated he sees this as an enhanced opportunity, and signing the IGA commits the Port to nothing, but if staff find themselves overwhelmed, or if Cascades West finds something they didn't know about, Cascades West can tell staff, adding capacity. Sylvia emphasized the need to have well written grants to be competitive.

MOTION was made by Lackey, seconded by Chuck, to authorize the Executive Director to enter into the IGA with OCWCOG as attached, in an amount not to exceed \$15,000 during the term of the agreement. The motion carried unanimously in a voice vote.

### **OLD BUSINESS**

**Appointment of CFUG Members.** Sylvia introduced the agenda item. Mann, Commercial Fishing Users Group (CFUG) Chair, reported she's been working on filling the vacancies on the CFUG. She stated one late entry is Mike Retherford Sr. who agreed to be an alternate for Port Dock 5 moorage. She noted the committee doesn't have a full slate of alternates. She indicated there are quite a few new names on there, and everyone is interested in serving. She added she repurposed Gary Ripka because he wants to stay engaged. Tucker explained the first motion will need to have the Retherford Sr. name added.

Mann suggested CFUG have a meeting dedicated to Port Dock 7 next. Lackey stated he believes the CFUG will become more important as the Port looks at Port Dock 7 and equipment for the Terminal. Mann stated she thinks with the new additions, there will be more action and participation. Miranda replied when the Port gets the final testing for Port Dock 7, there is going to be more conversations because the design will depend on those tests. Lackey emphasized there can't be too much communication.

Sylvia noted with the loss of Bornstein and water quality issues, the more the broad seafood community understands these issues ahead of time and work together, the better chance to make Newport a strong seafood community. Mann stated the only way to be successful is as a group. She noted those who provide funding like multidiscipline groups working together.

Retherford thanked Mann. She stated as this process goes forward between the Port, CFUG, and the community, it is important to see each other as teammates and have open honest conversation. She noted she thinks it's easy to feel pitted against each other, but everyone is on the same team. She indicated if everyone works together, they can create a future for the Port. She added it is important to build a strong fence together where the Port works for everyone.

Mann noted when talking to folks about being on the committee, she thought maybe they had been critical because they have not been involved. She stated she also considered people who are on social media and will spread information. She emphasized the importance of making sure they have the correct information. Miranda noted this is a two-way street. She stated they are here to help the Port understand the fishermen's needs, and they are here to understand the Port and

share what they learn. Mann replied the group meets so infrequently, if CFUG is to be a messenger, they have to meet more regularly. Miranda replied the problem has always been scheduling. Lackey suggested April and November as base meetings. Bretz stated this week, he should have sediment testing for Port Dock 7. He added the end of August or beginning of September would be a good time to get a meeting together.

MOTION was made by Lackey, seconded by Ruddiman, to appoint member John Moody, member Corey Rock, member Roy Hale, member Dean Fleck, alternate Mike Rutherford Sr., alternate Jonathan Gonzales, alternate John Wagner, and alternate Doug Ison to terms expiring in 2028. The motion carried unanimously in a voice vote.

MOTION was made by Lackey, seconded by Chuck, to reappoint Gary Ripka as a member and John Holt as an alternate to terms expiring in 2029. The motion carried unanimously in a voice vote.

**Review of Lines Agreement.** Sylvia introduced the agenda item. Miranda reported the agreement was still under negotiation. She recommended tabling the agenda item. The Commission agreed to table the agenda item.

### **STAFF REPORTS**

Miranda presented her report included in the packet. Sylvia clarified with staff the parking citation rates. Miranda announced the Port promoted Bretz to Deputy Executive Director. She updated the Commission on grants. Bretz noted he will be contacting people to provide public comment for the Connect Oregon grant for Port Dock 7.

Sylvia noted Brown's new financials included depreciation. He asked why it is so large for the Terminal, but smaller for other Port assets. Brown replied when the Port built new docks at the Terminal in 2013, those depreciated over 40 years, and that's the big cost out there. Sylvia asked what the depreciation includes. Brown replied the cost of building the docks, but not interest expense. Miranda stated the intent of depreciation is to start putting monies aside to maintain and eventually, replace the assets. She noted this Port, just like all ports in Oregon, doesn't have the money to put aside for maintenance. Sylvia clarified with staff the depreciation is determined by the cost of the project, regardless of the source of the funding. Lackey asked if the depreciation for the Terminal docks includes the remediation costs. Brown replied he would look into that.

Sylvia clarified with staff the dredging for South Beach does not have funding yet. Miranda noted the Port will go to the Oregon Legislature through OPPA next.

### **COMMISSIONER REPORTS**

Sylvia reported on testifying to the City of Newport Planning Commission regarding the Yaquina Bay Estuary Plan. Discussion ensued on the language of the plan.

### **PUBLIC COMMENT**

Mann added the Homeport Dinner for Fishermen's Wives still has tickets left. She noted the honorees. She stated this is the biggest fundraiser for Newport Fishermen's Wives and encouraged people to attend.

**ADJOURNMENT**

Having no further business, the meeting adjourned at 7:29 p.m.



PON DETAILED BALANCE SHEET

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

Port of Newport

General Fund

All amounts are in USD.

Description	Current Year	Previous Year
FIB Checking - 1107	(1,482,655)	479,732
FIB Money Market - 9596	550,744	480,517
LGIP Operating - 6261	658,526	1,885,576
<b>Total Cash Deposits</b>	<b>(273,385)</b>	<b>2,432,594</b>
Cash on hand - Petty Cash	550	550
Cash on hand - Cash Drawers	825	825
Undeposited Funds	576,293	774
Accounts Receivable	1,312,430	627,990
Property Tax Receivable	5,472	5,472
Grants Receivable	5	0
Allowance for Bad Debt	(50,000)	(50,000)
Interfund Activity Receivable	44,647	462,182
Prepaid Expenses	210,647	205,340
<b>Total Other Current Assets</b>	<b>2,100,870</b>	<b>1,253,133</b>
<b>Current Assets, Total</b>	<b>1,827,485</b>	<b>3,685,727</b>
Land	20,221,521	20,221,521
Work in Progress	2,106,535	344,232
Land Improvements	11,232,677	11,232,677
Accumulated Depreciation - Land Improvements	(8,873,912)	(8,680,088)
Buildings	7,578,280	7,566,150
Accumulated Depreciation - Buildings	(4,141,539)	(3,888,615)
Docks and Piers	40,762,784	40,762,784
Accumulated Depreciation - Docks and Piers	(20,806,372)	(19,329,037)
Equipment	2,755,212	2,165,126
Accumulated Depreciation - Equipment	(1,856,095)	(1,741,080)
Vehicles	124,922	124,922
Accumulated Depreciation - Vehicles	(103,319)	(97,876)
<b>Non-current Assets: Capital Assets, Total</b>	<b>49,000,694</b>	<b>48,680,716</b>
PERS NPA(L)	(1,855,285)	(1,855,285)
Deferred Outflows of Resources - PERS	1,458,759	1,458,759
<b>Total Deferred Outflows of Resources</b>	<b>(396,526)</b>	<b>(396,526)</b>
<b>Assets, Total</b>	<b>50,431,653</b>	<b>51,969,917</b>
Accounts Payable	727,411	196,422
Credit Cards Payable	3,012	12,391
Accrued Retainage	109,530	0
Accrued Lodging Taxes	21,322	28,914
Accrued Property Tax	2,181	1,252
Unclaimed Property	77,154	75,515
Interfund Activity Payable	131,330	364,001

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

Port of Newport

General Fund

All amounts are in USD.

Description	Current Year	Previous Year
Payroll Payable	56,352	0
Compensated Absences	120,254	81,415
Accrued Payroll Taxes	26,313	1,358
Retirement Payable	20,138	22,148
Garnishment Withholdings Payable	409	0
Benefits Payable	1,820	(72)
Accrued Paid Leave Oregon	(829)	0
Accrued Interest	10,334	11,368
Deposits - SB	209,988	208,438
Deposits - NIT/CM	47,698	37,501
Prepayments and Deferred Revenue	(194,450)	(247,138)
Current Portion - Notes Payable	374,911	454,043
Current Portion - Bonds Payable	235,000	235,000
<b>Total Current Liabilities</b>	<b>1,979,876</b>	<b>1,482,555</b>
Long-term Debt	6,244,840	6,670,613
Less Current Portion - Long-term Debt	(609,911)	(689,043)
Bond Premiums	64,515	70,939
<b>Total Non-current Liabilities</b>	<b>5,699,444</b>	<b>6,052,509</b>
Deferred Inflows of Resources - PERS	726,760	726,760
<b>Total Deferred Inflow of Resources</b>	<b>726,760</b>	<b>726,760</b>
<b>Total Liabilities</b>	<b>8,406,080</b>	<b>8,261,825</b>
Restricted Fund Balance	0	1,140,000
Assigned (Grant Match)	667,000	667,000
<b>Total Assigned Fund Balance</b>	<b>667,000</b>	<b>667,000</b>
Unrestricted Fund Balance	33,605,265	34,766,714
Contributed Capital	7,130,788	7,130,788
<b>Total Fund Balance (Equity)</b>	<b>41,403,053</b>	<b>43,704,502</b>
<b>Net asset change</b>	<b>736,851</b>	<b>(87,996)</b>
<b>Net Assets</b>	<b>42,025,573</b>	<b>43,708,092</b>





Port of Newport Summary income Statement

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

Port of Newport

General Fund

All amounts are in USD.

Description	Actuals	Budgeted	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	89,645	100,833	(11,188)
Moorage	244,713	248,333	(3,621)
Services	20,951	27,605	(6,654)
Cargo	0	27,565	(27,565)
RV Park Space Rentals	221,885	183,333	38,552
Fees	75,545	65,806	9,739
Discounts and Refunds	(6,080)	(2,083)	(3,997)
Miscellaneous Operating Revenue	7,302	15,535	(8,233)
<b>Total Operating Revenue</b>	<b>653,984</b>	<b>666,928</b>	<b>(12,944)</b>
<b>OPERATING EXPENSES</b>			
Salaries, OT, & Benefits	245,077	268,804	(23,727)
Materials, Services	222,949	395,031	(172,082)
<b>Total Operating Expenses</b>	<b>468,026</b>	<b>663,835</b>	<b>(195,810)</b>
<b>Earnings (Loss) Before Deprec</b>	<b>185,958</b>	<b>3,093</b>	<b>182,865</b>
Depreciation	168,654	0	168,654
<b>Operating Income (Loss)</b>	<b>17,304</b>	<b>3,093</b>	<b>14,212</b>
<b>NON-OPERATING REVENUES</b>			
Loans	1,140,000	0	1,140,000
Interest	3,256	0	3,256
<b>Total Non-operating Revenues</b>	<b>1,143,256</b>	<b>0</b>	<b>1,143,256</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	11,555	20,850	(9,295)
Capital Outlays	579,039	0	579,039
Transfers Out to Other Funds	1,768	0	1,768
<b>Total Non-Operating Expenses</b>	<b>592,362</b>	<b>20,850</b>	<b>571,512</b>
<b>Non-Operating Income (Loss)</b>	<b>550,894</b>	<b>(20,850)</b>	<b>571,744</b>
<b>Net Income (Loss)</b>	<b>568,198</b>	<b>(17,757)</b>	<b>585,955</b>



PON Summary Inc Statement

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

Port of Newport

General Fund

000 - Unallocated

All amounts are in USD.

Description	Actuals	Budgeted	Variance
<b>OPERATING REVENUE</b>			
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Earnings (Loss) Before Deprec</b>	<b>0</b>	<b>0</b>	<b>0</b>
Depreciation	0	0	0
<b>Operating Income (Loss)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING REVENUES</b>			
<b>Total Non-operating Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	5,105	20,850	(15,745)
Transfers Out to Other Funds	1,768	0	1,768
<b>Total Non-Operating Expenses</b>	<b>6,873</b>	<b>20,850</b>	<b>(13,977)</b>
<b>Non-Operating Income (Loss)</b>	<b>(6,873)</b>	<b>(20,850)</b>	<b>13,977</b>
<b>Net Income (Loss)</b>	<b>(6,873)</b>	<b>(20,850)</b>	<b>13,977</b>



PON Summary Inc Statement

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

Port of Newport

General Fund

100 - Administration

All amounts are in USD.

Description	Actuals	Budgeted	Variance
<b>OPERATING REVENUE</b>			
Fees	12	0	12
Miscellaneous Operating Revenue	1,859	0	1,859
<b>Total Operating Revenue</b>	<b>1,871</b>	<b>0</b>	<b>1,871</b>
<b>OPERATING EXPENSES</b>			
Salaries, OT, & Benefits	93,795	99,870	(6,074)
Materials, Services	62,606	164,990	(102,384)
<b>Total Operating Expenses</b>	<b>156,401</b>	<b>264,859</b>	<b>(108,458)</b>
<b>Earnings (Loss) Before Deprec</b>	<b>(154,530)</b>	<b>(264,859)</b>	<b>110,329</b>
Depreciation	7,502	0	7,502
<b>Operating Income (Loss)</b>	<b>(162,032)</b>	<b>(264,859)</b>	<b>102,828</b>
<b>NON-OPERATING REVENUES</b>			
Interest	3,256	0	3,256
<b>Total Non-operating Revenues</b>	<b>3,256</b>	<b>0</b>	<b>3,256</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Total Non-Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Non-Operating Income (Loss)</b>	<b>3,256</b>	<b>0</b>	<b>3,256</b>
<b>Net Income (Loss)</b>	<b>(158,776)</b>	<b>(264,859)</b>	<b>106,083</b>



PON Summary Inc Statement

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

Port of Newport

General Fund

300 - Commercial Marina

All amounts are in USD.

Description	Actuals	Budgeted	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	29,040	26,667	2,374
Moorage	68,543	62,500	6,043
Services	4,060	22,500	(18,440)
Fees	22,515	28,667	(6,152)
Discounts and Refunds	(1,029)	(833)	(195)
Miscellaneous Operating Revenue	5,477	1,333	4,144
<b>Total Operating Revenue</b>	<b>128,625</b>	<b>140,833</b>	<b>(12,208)</b>
<b>OPERATING EXPENSES</b>			
Salaries, OT, & Benefits	42,738	60,414	(17,676)
Materials, Services	36,949	75,208	(38,259)
<b>Total Operating Expenses</b>	<b>79,687</b>	<b>135,622</b>	<b>(55,935)</b>
<b>Earnings (Loss) Before Deprec</b>	<b>48,938</b>	<b>5,211</b>	<b>43,727</b>
Depreciation	13,666	0	13,666
<b>Operating Income (Loss)</b>	<b>35,272</b>	<b>5,211</b>	<b>30,061</b>
<b>NON-OPERATING REVENUES</b>			
<b>Total Non-operating Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING EXPENSES</b>			
Capital Outlays	494,607	0	494,607
<b>Total Non-Operating Expenses</b>	<b>494,607</b>	<b>0</b>	<b>494,607</b>
<b>Non-Operating Income (Loss)</b>	<b>(494,607)</b>	<b>0</b>	<b>(494,607)</b>
<b>Net Income (Loss)</b>	<b>(459,335)</b>	<b>5,211</b>	<b>(464,546)</b>



Port of Newport Summary income Statement

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MBROWN

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

Port of Newport

General Fund

500 - International Terminal

All amounts are in USD.

Description	Actuals	Budgeted	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	7,937	16,667	(8,730)
Moorage	7,844	19,167	(11,323)
Services	16,891	5,083	11,808
Cargo	0	27,565	(27,565)
Fees	22,950	8,750	14,200
Miscellaneous Operating Revenue	0	14,167	(14,167)
<b>Total Operating Revenue</b>	<b>55,621</b>	<b>91,399</b>	<b>(35,778)</b>
<b>OPERATING EXPENSES</b>			
Salaries, OT, & Benefits	25,717	25,423	294
Materials, Services	19,434	40,983	(21,550)
<b>Total Operating Expenses</b>	<b>45,151</b>	<b>66,406</b>	<b>(21,256)</b>
<b>Earnings (Loss) Before Deprec</b>	<b>10,471</b>	<b>24,992</b>	<b>(14,522)</b>
Depreciation	105,949	0	105,949
<b>Operating Income (Loss)</b>	<b>(95,479)</b>	<b>24,992</b>	<b>(120,471)</b>
<b>NON-OPERATING REVENUES</b>			
<b>Total Non-operating Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Total Non-Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Non-Operating Income (Loss)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Income (Loss)</b>	<b>(95,479)</b>	<b>24,992</b>	<b>(120,471)</b>



Port of Newport Summary income Statement

8/20/2024  
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Period: 07/01/24..07/31/24

Port of Newport

General Fund

700 - South Beach

All amounts are in USD.

Description	Actuals	Budgeted	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	52,668	57,500	(4,832)
Moorage	168,326	166,667	1,660
Services	0	22	(22)
RV Park Space Rentals	221,885	183,333	38,552
Fees	30,117	28,389	1,728
Discounts and Refunds	(5,052)	(1,250)	(3,802)
Miscellaneous Operating Revenue	0	35	(35)
<b>Total Operating Revenue</b>	<b>467,944</b>	<b>434,696</b>	<b>33,249</b>
<b>OPERATING EXPENSES</b>			
Salaries, OT, & Benefits	72,586	83,098	(10,512)
Materials, Services	102,791	113,850	(11,059)
<b>Total Operating Expenses</b>	<b>175,377</b>	<b>196,948</b>	<b>(21,571)</b>
<b>Earnings (Loss) Before Deprec</b>	<b>292,567</b>	<b>237,748</b>	<b>54,819</b>
Depreciation	41,536	0	41,536
<b>Operating Income (Loss)</b>	<b>251,031</b>	<b>237,748</b>	<b>13,283</b>
<b>NON-OPERATING REVENUES</b>			
Loans	1,140,000	0	1,140,000
<b>Total Non-operating Revenues</b>	<b>1,140,000</b>	<b>0</b>	<b>1,140,000</b>
<b>NON-OPERATING EXPENSES</b>			
Capital Outlays	84,433	0	84,433
<b>Total Non-Operating Expenses</b>	<b>84,433</b>	<b>0</b>	<b>84,433</b>
<b>Non-Operating Income (Loss)</b>	<b>1,055,567</b>	<b>0</b>	<b>1,055,567</b>
<b>Net Income (Loss)</b>	<b>1,306,598</b>	<b>237,748</b>	<b>1,068,850</b>



Port of Newport Summary income Statement

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MBROWN

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

Port of Newport

General Fund

All amounts are in USD.

Description	Previous Year	Current YTD	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	63,030	89,645	26,616
Moorage	234,062	244,713	10,651
Services	16,629	20,951	4,322
RV Park Space Rentals	222,542	224,647	2,105
Fees	80,926	75,545	(5,381)
Property Tax Revenue	528	0	(528)
Discounts and Refunds	745	(6,080)	(6,826)
Miscellaneous Operating Revenue	1,160	7,302	6,142
<b>Total Operating Revenue</b>	<b>619,623</b>	<b>656,746</b>	<b>37,124</b>
<b>OPERATING EXPENSES</b>			
Salaries, OT, & Benefits	141,705	245,077	103,372
Materials, Services	239,687	222,949	(16,738)
<b>Total Operating Expenses</b>	<b>381,392</b>	<b>468,026</b>	<b>86,634</b>
<b>Earnings (Loss) Before Deprec</b>	<b>238,231</b>	<b>188,720</b>	<b>(49,511)</b>
Depreciation	147,233	168,654	21,421
<b>Operating Income (Loss)</b>	<b>90,998</b>	<b>20,067</b>	<b>(70,931)</b>
<b>NON-OPERATING REVENUES</b>			
Loans	0	1,140,000	1,140,000
Interest	2,363	3,256	893
<b>Total Non-operating Revenues</b>	<b>2,363</b>	<b>1,143,256</b>	<b>1,140,893</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	320,558	11,555	(309,002)
Capital Outlays	8,033	579,039	571,006
Transfers Out to Other Funds	0	1,768	1,768
<b>Total Non-Operating Expenses</b>	<b>328,591</b>	<b>592,362</b>	<b>263,772</b>
<b>Non-Operating Income (Loss)</b>	<b>(326,227)</b>	<b>550,894</b>	<b>877,121</b>
<b>Net Income (Loss)</b>	<b>(235,230)</b>	<b>570,960</b>	<b>806,190</b>



Port of Newport Summary income Statement

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MBROWN

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

Port of Newport

General Fund

300 - Commercial Marina

All amounts are in USD.

Description	Previous Year	Current YTD	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	6,064	29,040	22,976
Moorage	70,614	68,543	(2,071)
Services	11,322	4,060	(7,261)
Fees	24,423	22,466	(1,957)
Discounts and Refunds	0	(1,029)	(1,029)
Miscellaneous Operating Revenue	0	5,443	5,443
<b>Total Operating Revenue</b>	<b>112,423</b>	<b>128,543</b>	<b>16,120</b>
<b>OPERATING EXPENSES</b>			
Salaries, OT, & Benefits	25,286	42,738	17,452
Materials, Services	26,507	36,999	10,492
<b>Total Operating Expenses</b>	<b>51,793</b>	<b>79,737</b>	<b>27,945</b>
<b>Earnings (Loss) Before Deprec</b>	<b>60,630</b>	<b>48,806</b>	<b>(11,825)</b>
Depreciation	13,524	13,666	142
<b>Operating Income (Loss)</b>	<b>47,106</b>	<b>35,139</b>	<b>(11,967)</b>
<b>NON-OPERATING REVENUES</b>			
<b>Total Non-operating Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING EXPENSES</b>			
Capital Outlays	(17,088)	494,607	511,695
<b>Total Non-Operating Expenses</b>	<b>(17,088)</b>	<b>494,607</b>	<b>511,695</b>
<b>Non-Operating Income (Loss)</b>	<b>17,088</b>	<b>(494,607)</b>	<b>(511,695)</b>
<b>Net Income (Loss)</b>	<b>64,194</b>	<b>(459,467)</b>	<b>(523,661)</b>





Port of Newport Summary income Statement

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

Port of Newport

General Fund

500 - International Terminal

All amounts are in USD.

Row No.	Description	Previous Year	Current YTD
<b>OPERATING REVENUE</b>			
41000	Lease Revenue	14,889	7,937
42000	Moorage	10,003	7,844
43000	Services	5,308	16,891
46000	Fees	19,531	22,950
49000	Miscellaneous Operating Revenue	1,182	0
<b>49999</b>	<b>Total Operating Revenue</b>	<b>50,912</b>	<b>55,621</b>
<b>OPERATING EXPENSES</b>			
59999	Salaries, OT, & Benefits	11,282	25,717
69998	Materials, Services	30,810	19,434
<b>69999.2</b>	<b>Total Operating Expenses</b>	<b>42,092</b>	<b>45,151</b>
<b>10000.01</b>	<b>Earnings (Loss) Before Deprec</b>	<b>8,820</b>	<b>10,471</b>
10000.02	Depreciation	103,491	105,949
<b>10000.03</b>	<b>Operating Income (Loss)</b>	<b>(94,670)</b>	<b>(95,479)</b>
<b>NON-OPERATING REVENUES</b>			
<b>79999</b>	<b>Total Non-operating Revenues</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING EXPENSES</b>			
82999	Debt Service	318,062	0
<b>99999</b>	<b>Total Non-Operating Expenses</b>	<b>318,062</b>	<b>0</b>
<b>10000.0</b>	<b>Non-Operating Income (Loss)</b>	<b>(318,062)</b>	<b>0</b>
<b>19999.9</b>	<b>Net Income (Loss)</b>	<b>(412,732)</b>	<b>(95,479)</b>



Port of Newport Summary income Statement

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MBROWN

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

Port of Newport

**General Fund**

**500 - International Terminal**

All amounts are in USD.

Variance

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(6,952)

(2,160)

11,584

3,419

(1,182)

**4,709**

14,434

(11,376)

**3,059**

**1,650**

2,459

**(808)**

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**0**

(318,062)

**(318,062)**

**318,062**

**317,253**



Port of Newport Summary income Statement

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

Port of Newport

General Fund

700 - South Beach

All amounts are in USD.

Row No.	Description	Previous Year	Current YTD
<b>OPERATING REVENUE</b>			
41000	Lease Revenue	42,077	52,668
42000	Moorage	153,445	168,326
45000	RV Park Space Rentals	222,542	221,885
46000	Fees	34,400	30,117
48000	Discounts and Refunds	0	(5,052)
49000	Miscellaneous Operating Revenue	(23)	0
<b>49999</b>	<b>Total Operating Revenue</b>	<b>452,441</b>	<b>467,944</b>
<b>OPERATING EXPENSES</b>			
59999	Salaries, OT, & Benefits	49,081	72,586
69998	Materials, Services	94,305	102,791
<b>69999.2</b>	<b>Total Operating Expenses</b>	<b>143,385</b>	<b>175,377</b>
<b>10000.01</b>	<b>Earnings (Loss) Before Deprec</b>	<b>309,056</b>	<b>292,567</b>
10000.02	Depreciation	30,390	41,536
<b>10000.03</b>	<b>Operating Income (Loss)</b>	<b>278,666</b>	<b>251,031</b>
<b>NON-OPERATING REVENUES</b>			
72000	Loans	0	1,140,000
<b>79999</b>	<b>Total Non-operating Revenues</b>	<b>0</b>	<b>1,140,000</b>
<b>NON-OPERATING EXPENSES</b>			
83999	Capital Outlays	0	84,433
<b>99999</b>	<b>Total Non-Operating Expenses</b>	<b>0</b>	<b>84,433</b>
<b>10000.0</b>	<b>Non-Operating Income (Loss)</b>	<b>0</b>	<b>1,055,567</b>
<b>19999.9</b>	<b>Net Income (Loss)</b>	<b>278,666</b>	<b>1,306,598</b>



Port of Newport Summary income Statement

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MBROWN

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

Port of Newport

**General Fund**

**700 - South Beach**

All amounts are in USD.

Variance

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10,591

14,881

(657)

(4,283)

(5,052)

23

**15,503**

23,505

8,486

**31,992**

**(16,489)**

11,146

**(27,635)**

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1,140,000

**1,140,000**

84,433

**84,433**

**1,055,567**

**1,027,932**



PON DETAILED BALANCE SHEET

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

Port of Newport

NOAA Lease Fund

All amounts are in USD.

Description	Current Year	Previous Year
FIB Checking - 1107	1,857,332	1,199,518
FIB Money Market - 9596	22,272	220,868
LGIP Operating - 6261	271,063	1,503,772
LGIP NOAA - 6263	(407,240)	(133,417)
<b>Total Cash Deposits</b>	<b>1,743,428</b>	<b>2,790,741</b>
Interfund Activity Receivable	127,530	9,826
Prepaid Expenses	103,414	101,774
<b>Total Other Current Assets</b>	<b>230,943</b>	<b>111,600</b>
<b>Current Assets, Total</b>	<b>1,974,371</b>	<b>2,902,341</b>
Work in Progress	5,760	0
Land Improvements	8,844,362	8,844,362
Accumulated Depreciation - Land Improvements	(3,734,765)	(3,441,129)
Buildings	11,706,345	11,839,248
Accumulated Depreciation - Buildings	(4,949,464)	(4,683,657)
Docks and Piers	17,720,644	17,720,644
Accumulated Depreciation - Docks and Piers	(11,370,287)	(10,572,703)
Equipment	34,283	34,283
Accumulated Depreciation - Equipment	(35,832)	(34,283)
Bond Issue Costs	159,546	177,273
<b>Non-current Assets: Capital Assets, Total</b>	<b>18,380,591</b>	<b>19,884,038</b>
Deferred Outflows of Resources - Advanced Refunding	367,638	390,615
PERS NPA(L)	(97,647)	(97,647)
Deferred Outflows of Resources - PERS	76,776	76,776
<b>Total Deferred Outflows of Resources</b>	<b>346,767</b>	<b>369,744</b>
<b>Assets, Total</b>	<b>20,701,729</b>	<b>23,156,123</b>
Accounts Payable	27,394	36,340
Interfund Activity Payable	10,191	462,182
Compensated Absences	8,464	9,814
Accrued Payroll Taxes	529	213
Retirement Payable	1,102	447
Benefits Payable	0	(50)
Accrued Paid Leave Oregon	12	0
Accrued Interest	150,565	164,613
Current Portion - Bonds Payable	1,415,000	1,380,000
<b>Total Current Liabilities</b>	<b>1,613,257</b>	<b>2,053,559</b>
Long-term Debt	11,100,000	12,515,000
Less Current Portion - Long-term Debt	(1,415,000)	(1,380,000)
<b>Total Non-current Liabilities</b>	<b>9,685,000</b>	<b>11,135,000</b>



PON DETAILED BALANCE SHEET

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

Port of Newport

**NOAA Lease Fund**

All amounts are in USD.

Description	Current Year	Previous Year
Deferred Inflows of Resources - PERS	38,251	38,251
<b>Total Deferred Inflow of Resources</b>	<b>38,251</b>	<b>38,251</b>
<b>Total Liabilities</b>	<b>11,336,508</b>	<b>13,226,810</b>
Restricted Fund Balance	1,761,721	1,761,721
Committed Fund Balance	432,000	432,000
Unrestricted Fund Balance	7,314,952	7,878,900
<b>Total Fund Balance (Equity)</b>	<b>9,508,673</b>	<b>10,072,621</b>
<b>Net asset change</b>	<b>(1,407,516)</b>	<b>(1,399,213)</b>
<b>Net Assets</b>	<b>9,365,222</b>	<b>9,929,313</b>



Port of Newport Summary income Statement

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MBROWN

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

Port of Newport

NOAA Lease Fund

All amounts are in USD.

Description	Actuals	Budgeted	Variance
<b>OPERATING REVENUE</b>			
Lease Revenue	215,599	222,066	(6,467)
<b>Total Operating Revenue</b>	<b>215,599</b>	<b>222,066</b>	<b>(6,467)</b>
<b>OPERATING EXPENSES</b>			
Salaries, OT, & Benefits	9,708	22,198	(12,489)
Materials, Services	46,231	17,733	28,498
<b>Total Operating Expenses</b>	<b>55,939</b>	<b>39,931</b>	<b>16,009</b>
<b>Earnings (Loss) Before Deprec</b>	<b>159,659</b>	<b>182,135</b>	<b>(22,476)</b>
Depreciation	124,280	0	124,280
<b>Operating Income (Loss)</b>	<b>35,379</b>	<b>182,135</b>	<b>(146,756)</b>
<b>NON-OPERATING REVENUES</b>			
Interest	1,847	542	1,306
<b>Total Non-operating Revenues</b>	<b>1,847</b>	<b>542</b>	<b>1,306</b>
<b>NON-OPERATING EXPENSES</b>			
Debt Service	1,595,679	1,592,679	3,000
<b>Total Non-Operating Expenses</b>	<b>1,595,679</b>	<b>1,592,679</b>	<b>3,000</b>
<b>Non-Operating Income (Loss)</b>	<b>(1,593,831)</b>	<b>(1,592,137)</b>	<b>(1,694)</b>
<b>Net Income (Loss)</b>	<b>(1,558,452)</b>	<b>(1,410,002)</b>	<b>(148,450)</b>



PON BALANCE SHEET

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

Port of Newport

Reserve Fund

All amounts are in USD.

Description	Current Year	Previous Year
<b>Assets</b>		
<b>Current Assets</b>		
<b>Total Cash Deposits</b>	<b>2,380,792</b>	<b>1,930,376</b>
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	354,175
Prepaid Expenses	0	0
Assets Held for Sale	0	0
<b>Total Other Current Assets</b>	<b>0</b>	<b>354,175</b>
<b>Current Assets, Total</b>	<b>2,380,792</b>	<b>2,284,551</b>
<b>Total Non-current Assets</b>	<b>0</b>	<b>0</b>
<b>Deferred Outflows of Resources</b>	<b>0</b>	<b>0</b>
<b>Assets, Total</b>	<b>2,380,792</b>	<b>2,284,551</b>
<b>Liabilities</b>		
<b>Total Current Liabilities</b>	<b>0</b>	<b>0</b>
<b>Total Non Current Liabilities</b>	<b>0</b>	<b>0</b>
<b>PERS Deferred Inflows</b>	<b>0</b>	<b>0</b>
<b>Total Liabilities</b>	<b>0</b>	<b>0</b>
Restricted Fund Balance	2,368,997	2,278,075
<b>Total Fund Balance</b>	<b>2,368,997</b>	<b>2,278,075</b>
Net asset change	11,794	6,476
<b>Net Assets</b>	<b>2,380,792</b>	<b>2,284,551</b>





PON Summary Inc Statement

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

Port of Newport

Reserve Fund

All amounts are in USD.

Description	Actuals	Budgeted	Variance
<b>OPERATING REVENUE</b>			
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Earnings (Loss) Before Deprec</b>	<b>0</b>	<b>0</b>	<b>0</b>
Depreciation	0	0	0
<b>Operating Income (Loss)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING REVENUES</b>			
Interest	11,794	667	11,128
<b>Total Non-operating Revenues</b>	<b>11,794</b>	<b>667</b>	<b>11,128</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Total Non-Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Non-Operating Income (Loss)</b>	<b>11,794</b>	<b>667</b>	<b>11,128</b>
<b>Net Income (Loss)</b>	<b>11,794</b>	<b>667</b>	<b>11,128</b>



PON BALANCE SHEET

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

Port of Newport

**Bonded Debt Fund**

All amounts are in USD.

Description	Current Year	Previous Year
<b>Assets</b>		
<b>Current Assets</b>		
<b>Total Cash Deposits</b>	<b>161,545</b>	<b>143,890</b>
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	31,469	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
<b>Total Other Current Assets</b>	<b>31,469</b>	<b>31,469</b>
<b>Current Assets, Total</b>	<b>193,014</b>	<b>175,359</b>
<b>Total Non-current Assets</b>	<b>132,750</b>	<b>139,746</b>
<b>Deferred Outflows of Resources</b>	<b>(516,878)</b>	<b>(553,084)</b>
<b>Assets, Total</b>	<b>842,642</b>	<b>868,189</b>
<b>Liabilities</b>		
<b>Total Current Liabilities</b>	<b>455,000</b>	<b>435,000</b>
<b>Total Non Current Liabilities</b>	<b>10,453,450</b>	<b>10,952,487</b>
<b>PERS Deferred Inflows</b>	<b>0</b>	<b>0</b>
<b>Total Liabilities</b>	<b>10,908,450</b>	<b>11,387,487</b>
Restricted Fund Balance	(10,066,030)	(10,523,329)
<b>Total Fund Balance</b>	<b>(10,066,030)</b>	<b>(10,523,329)</b>
Net asset change	(614)	4,030
<b>Net Assets</b>	<b>(10,065,809)</b>	<b>(10,519,298)</b>



PON Summary Inc Statement

8/14/2024  
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MBROWN

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

Port of Newport

**Bonded Debt Fund**

All amounts are in USD.

Description	Actuals	Budgeted	Variance
<b>OPERATING REVENUE</b>			
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Earnings (Loss) Before Deprec</b>	<b>0</b>	<b>0</b>	<b>0</b>
Depreciation	0	0	0
<b>Operating Income (Loss)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<hr/> <b>NON-OPERATING REVENUES</b>			
Interest	221	83	138
<b>Total Non-operating Revenues</b>	<b>221</b>	<b>83</b>	<b>138</b>
<b>NON-OPERATING EXPENSES</b>			
<b>Total Non-Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Non-Operating Income (Loss)</b>	<b>221</b>	<b>83</b>	<b>138</b>
<b>Net Income (Loss)</b>	<b>221</b>	<b>83</b>	<b>138</b>



PON BALANCE SHEET

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

Port of Newport

Facility Maintenance Reserve Fund

All amounts are in USD.

Description	Current Year	Previous Year
<b>Assets</b>		
<b>Current Assets</b>		
<b>Total Cash Deposits</b>	<b>471,646</b>	<b>570,561</b>
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
<b>Total Other Current Assets</b>	<b>0</b>	<b>0</b>
<b>Current Assets, Total</b>	<b>471,646</b>	<b>570,561</b>
<b>Total Non-current Assets</b>	<b>0</b>	<b>0</b>
<b>Deferred Outflows of Resources</b>	<b>0</b>	<b>0</b>
<b>Assets, Total</b>	<b>471,646</b>	<b>570,561</b>
<b>Liabilities</b>		
<b>Total Current Liabilities</b>	<b>9,200</b>	<b>0</b>
<b>Total Non Current Liabilities</b>	<b>0</b>	<b>0</b>
<b>PERS Deferred Inflows</b>	<b>0</b>	<b>0</b>
<b>Total Liabilities</b>	<b>9,200</b>	<b>0</b>
Assigned Fund Balance	491,655	481,195
Unrestricted fund Balance	(24,029)	88,354
<b>Total Fund Balance</b>	<b>467,626</b>	<b>569,549</b>
Net asset change	(5,180)	1,012
<b>Net Assets</b>	<b>462,446</b>	<b>570,561</b>



PON Summary Inc Statement

8/14/2024  
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MBROWN

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

Port of Newport

Facility Maintenance Reserve Fund

All amounts are in USD.

Description	Actuals	Budgeted	Variance
<b>OPERATING REVENUE</b>			
<b>OPERATING EXPENSES</b>			
<b>Total Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Earnings (Loss) Before Deprec</b>	<b>0</b>	<b>0</b>	<b>0</b>
Depreciation	0	0	0
<b>Operating Income (Loss)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING REVENUES</b>			
Interest	2,252	250	2,002
Transfers In from Other Funds	1,768	0	1,768
<b>Total Non-operating Revenues</b>	<b>4,020</b>	<b>250</b>	<b>3,770</b>
<b>NON-OPERATING EXPENSES</b>			
Capital Outlays	9,200	0	9,200
<b>Total Non-Operating Expenses</b>	<b>9,200</b>	<b>0</b>	<b>9,200</b>
<b>Non-Operating Income (Loss)</b>	<b>(5,180)</b>	<b>250</b>	<b>(5,430)</b>
<b>Net Income (Loss)</b>	<b>(5,180)</b>	<b>250</b>	<b>(5,430)</b>

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
7/19/2024	City of Newport Water**AUTOPOST**	PPI04964	6611.01 - Sportsman Trailer Park	General Fund	South Beach	\$590.44
7/19/2024	Central Lincoln PUD**AUTOPOST**	PPI04963	Electricity	General Fund	Commercial Marina	\$147.87
7/19/2024	Central Lincoln PUD**AUTOPOST**	PPI04962	Electricity	General Fund	Commercial Marina	\$300.57
7/31/2024	Direct TV**AUTOPOST**	PPI04958	Electricity DirectTV cable	General Fund	South Beach	\$449.80
7/18/2024	Asure - ***AUTOPOST***	PPI04945	Payroll taxes - PPE	General Fund	Multiple	\$54.92
7/17/2024	Asure - ***AUTOPOST***	PPI04944	Payroll taxes - PPE	General Fund	Multiple	\$280.70
7/5/2024	PERS-Autopay	PPI04943	Retirement Payable	General Fund	Administration	\$15,515.73
7/5/2024	PERS-Autopay	PPI04942	Retirement Payable	General Fund	Administration	\$4,518.27
7/20/2024	PERS-Autopay	PPI04941	Retirement Payable	General Fund	Administration	\$16,304.41
7/20/2024	PERS-Autopay	PPI04940	Retirement Payable	General Fund	Administration	\$4,752.29
7/31/2024	Windcave - AutoPay	PPI04931	Fees	General Fund	South Beach	\$90.00
7/31/2024	Windcave - AutoPay	PPI04931	Fees	General Fund	Commercial Marina	\$85.00
7/31/2024	City of Newport Water**AUTOPOST**	PPI04930	Water	General Fund	South Beach	\$573.36
7/31/2024	City of Newport Water**AUTOPOST**	PPI04929	Water RV Dump	General Fund	South Beach	\$92.51
7/31/2024	City of Newport Water**AUTOPOST**	PPI04928	Water	General Fund	Commercial Marina	\$585.82
7/31/2024	City of Newport Water**AUTOPOST**	PPI04927	Water	General Fund	South Beach	\$2,362.19
7/31/2024	City of Newport Water**AUTOPOST**	PPI04926	Water	General Fund	South Beach	\$172.56
7/31/2024	City of Newport Water**AUTOPOST**	PPI04925	Water	General Fund	International Terminal	\$1,412.55
7/31/2024	City of Newport Water**AUTOPOST**	PPI04924	Water 702 se bay	General Fund	Commercial Marina	\$2,095.20
7/31/2024	City of Newport Water**AUTOPOST**	PPI04923	Water	General Fund	International Terminal	\$181.18
7/31/2024	City of Newport Water**AUTOPOST**	PPI04922	Water	General Fund	Commercial Marina	\$1,521.19
7/31/2024	City of Newport Water**AUTOPOST**	PPI04921	Water	General Fund	South Beach	\$304.57
7/31/2024	City of Newport Water**AUTOPOST**	PPI04920	Water RV Dump	General Fund	South Beach	\$159.65
7/31/2024	City of Newport Water**AUTOPOST**	PPI04919	Water	General Fund	South Beach	\$774.78
7/31/2024	City of Newport Water**AUTOPOST**	PPI04918	Water	General Fund	South Beach	\$3,507.18
7/31/2024	City of Newport Water**AUTOPOST**	PPI04917	Water	General Fund	South Beach	\$452.26
7/31/2024	City of Newport Water**AUTOPOST**	PPI04916	Water Newport Marina	General Fund	South Beach	\$351.60
7/31/2024	City of Newport Water**AUTOPOST**	PPI04915	Water Newport Marina	General Fund	South Beach	\$707.64
7/31/2024	City of Newport Water**AUTOPOST**	PPI04914	Water Newport Marina	General Fund	South Beach	\$2,088.07
7/31/2024	City of Newport Water**AUTOPOST**	PPI04913	Water Dock CDE	General Fund	South Beach	\$686.06
7/31/2024	City of Newport Water**AUTOPOST**	PPI04912	Water Sportsmans Trailer Park	General Fund	South Beach	\$853.53
7/31/2024	City of Newport Water**AUTOPOST**	PPI04911	Water Port dock 5	General Fund	Commercial Marina	\$162.41
7/31/2024	City of Newport Water**AUTOPOST**	PPI04910	Water Port dock 1	General Fund	Commercial Marina	\$55.53
7/31/2024	City of Newport Water**AUTOPOST**	PPI04909	7571.00 Port Dock 5	General Fund	Commercial Marina	\$1,694.74
7/18/2024	Central Lincoln PUD**AUTOPOST**		2 Electricity	General Fund	South Beach	\$525.29
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04900	Electricity	General Fund	South Beach	\$179.05
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04899	Electricity	General Fund	South Beach	\$75.84
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04898	Electricity	General Fund	South Beach	\$517.70
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04897	Electricity	General Fund	International Terminal	\$432.50
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04896	Electricity	General Fund	South Beach	\$137.85
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04895	Electricity	General Fund	International Terminal	\$327.88
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04894	Electricity	General Fund	International Terminal	\$99.11

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04893	Electricity	General Fund	South Beach	\$74.92
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04892	Electricity	General Fund	South Beach	\$1,486.45
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04891	Electricity	General Fund	South Beach	\$702.12
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04890	Electricity	General Fund	South Beach	\$1,540.92
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04889	Electricity	General Fund	South Beach	\$100.04
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04888	Electricity	General Fund	South Beach	\$138.03
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04887	Electricity	General Fund	South Beach	\$522.93
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04886	Electricity	General Fund	Commercial Marina	\$31.47
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04885	Electricity	General Fund	South Beach	\$397.50
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04884	Electricity	General Fund	Commercial Marina	\$249.97
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04883	Electricity	General Fund	South Beach	\$150.72
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04882	Electricity	General Fund	South Beach	\$133.16
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04881	Electricity	General Fund	South Beach	\$205.99
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04880	Electricity	General Fund	South Beach	\$79.93
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04879	Electricity	General Fund	South Beach	\$122.31
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04878	Electricity	General Fund	South Beach	\$130.81
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04877	Electricity	General Fund	South Beach	\$78.95
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04876	Electricity	General Fund	Commercial Marina	\$977.17
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04875	Electricity	General Fund	South Beach	\$413.77
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04874	Electricity	General Fund	Commercial Marina	\$307.29
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04873	Electricity	General Fund	Commercial Marina	\$1,523.36
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04872	Electricity	General Fund	South Beach	\$115.51
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04871	Electricity	General Fund	South Beach	\$740.78
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04870	Electricity	General Fund	South Beach	\$560.93
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04869	Electricity	General Fund	South Beach	\$39.87
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04868	Electricity	General Fund	South Beach	\$505.24
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04867	Electricity	General Fund	South Beach	\$515.55
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04866	Electricity	General Fund	South Beach	\$636.57
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04865	Electricity	General Fund	South Beach	\$664.49
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04864	Electricity	General Fund	South Beach	\$749.34
7/31/2024	Central Lincoln PUD**AUTOPOST**	PPI04862	Electricity 302612000	General Fund	Administration	\$721.19
7/31/2024	Carson Oil Co Inc **AUTOPOST**	PPI04838	Operating Supplies	General Fund	International Terminal	\$151.45
7/26/2024	Direct TV**AUTOPOST**	PPI04835	Electricity - DirectTV	General Fund	South Beach	\$786.47
7/29/2024	First Interstate Bank Loan**AUTOPOST**	PPI04821	Debt Service - Interest	General Fund	Unallocated	\$149.67
7/29/2024	First Interstate Bank Loan**AUTOPOST**	PPI04821	Debt Service - Principal	General Fund	Unallocated	\$4,955.64
7/26/2024	Melanie Kuhn	13474	Discounts and Refunds- cancel stay family emergenc	General Fund	South Beach	\$153.38
7/26/2024	IconiPro Security Alarms Inc	13473	Contract and Support Services	General Fund	Administration	\$130.98
7/26/2024	IconiPro Security Alarms Inc	13473	Contract and Support Services	General Fund	Commercial Marina	\$130.98
7/26/2024	Hyak	13472	Contract and Support Services	General Fund	Administration	\$18.00
7/26/2024	Ground FX Landscape Management LLC	13471	Contract and Support Services	General Fund	Commercial Marina	\$382.00
7/26/2024	Bill's Pest Control LLC	13470	Operating Supplies	NOAA Lease Fund		\$155.00
7/26/2024	Association of Pacific Ports	13469	2024-2025 Port Member Dues	General Fund	Administration	\$3,162.00
7/26/2024	Rondys Inc dba Yaquina Industrial Park	13468	Lease Expense	General Fund	International Terminal	\$2,000.00

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
7/26/2024	Verizon Wireless	13467	SB Lines	General Fund	South Beach	\$81.89
7/26/2024	Verizon Wireless	13467	NOAA Lines	NOAA Lease Fund		\$64.90
7/26/2024	Verizon Wireless	13467	NIT Line	General Fund	International Terminal	\$33.98
7/26/2024	Verizon Wireless	13467	CM Lines	General Fund	Commercial Marina	\$65.09
7/26/2024	Verizon Wireless	13467	Admin Lines	General Fund	Administration	\$188.42
7/26/2024	VenTek International Inc	13466	Fees	General Fund	Administration	\$2,070.00
7/26/2024	UNUM Life Insurance Company of America	13465	OR Paid Leave EE*ER contributions	General Fund	Administration	\$1,738.64
7/26/2024	Amazon Capital Services Inc	13464	IT Hardware and Software	General Fund	Administration	\$119.99
7/26/2024	Amazon Capital Services Inc	13464	Repairs and Maintenance	NOAA Lease Fund		\$16.97
7/26/2024	Unum Life Insurance Company of America	13463	Health, Dental and Life Insurance	General Fund	Administration	\$425.10
7/26/2024	Summit Public Relations Strat LLC	13462	Professional Services	General Fund	Administration	\$1,162.50
7/26/2024	Suburban Propane	13461	Propane	General Fund	South Beach	\$80.00
7/26/2024	Streamline	13460	Electricity	General Fund	Administration	\$535.00
7/26/2024	Special Districts Insurance Services	13459	Compensated Absence Expense	NOAA Lease Fund		\$2,034.00
7/26/2024	Special Districts Insurance Services	13459	Compensated Absence Expense	General Fund	International Terminal	\$3,046.00
7/26/2024	Special Districts Insurance Services	13459	Compensated Absence Expense	General Fund	South Beach	\$8,149.00
7/26/2024	Special Districts Insurance Services	13459	Compensated Absence Expense	General Fund	Commercial Marina	\$7,134.00
7/26/2024	Special Districts Insurance Services	13459	Compensated Absence Expense	General Fund	Administration	\$6,173.00
7/26/2024	Seung Choi	13458	Discounts and Refunds- entered wrong dates	General Fund	South Beach	\$93.59
7/26/2024	Pacific Northwest Waterways Assoc.	13457	Dues And Subscriptions- 07/1/2024-06/30/2025	General Fund	Administration	\$10,488.00
7/26/2024	OR Cascades West Council of Gov'ts	13456	Dues And Subscriptions	General Fund	Administration	\$4,829.49
7/26/2024	NW Natural	13455	Natural Gas	General Fund	South Beach	\$56.79
7/26/2024	Miss Tiffanie, LLC	13454	Discounts and Refunds	General Fund	Commercial Marina	\$1,028.62
7/26/2024	Alsea Bay Power Products Inc	13453	Equipment	NOAA Lease Fund		\$30.99
7/26/2024	Alsea Bay Power Products Inc	13453	Equipment	NOAA Lease Fund		\$30.99
7/19/2024	KOPIS	13452	BC Basic Support	General Fund	Administration	\$700.00
7/19/2024	Kern & Thompson LLC	13451	Professional Services	General Fund	Administration	\$7,000.00
7/19/2024	Harvey's Lock & Key Service	13450	Repairs and Maintenance	General Fund	International Terminal	\$85.00
7/19/2024	Harvey's Lock & Key Service	13450	Repairs and Maintenance	General Fund	International Terminal	\$75.00
7/19/2024	Harvey's Lock & Key Service	13450	Repairs and Maintenance	General Fund	International Terminal	\$58.50
7/19/2024	Harvey's Lock & Key Service	13450	Repairs and Maintenance	General Fund	International Terminal	\$75.00
7/19/2024	Harvey's Lock & Key Service	13450	Repairs and Maintenance	General Fund	International Terminal	\$278.96
7/19/2024	Harvey's Lock & Key Service	13450	Repairs and Maintenance	General Fund	International Terminal	\$126.95
7/19/2024	Englund Marine Supply Co Inc	13449	Operating Supplies	NOAA Lease Fund		\$143.47
7/19/2024	Carver Inc	13448	Contract and Support Services	General Fund	South Beach	\$1,688.16
7/19/2024	Bill's Pest Control LLC	13447	Operating Supplies	NOAA Lease Fund		\$155.00
7/19/2024	Astound CoastCom By Wave	13446	7201-1213135-01	General Fund	South Beach	\$1,032.73
7/19/2024	Astound CoastCom By Wave	13446	7201-1213135-01	General Fund	Administration	\$960.00
7/19/2024	William R Chambers Lila G Chambers	13445	Discounts and Refunds	General Fund	South Beach	\$2,413.92
7/19/2024	T & L Chemical Toilet Service LLC	13444	Contract and Support Services	General Fund	South Beach	\$110.00
7/19/2024	T & L Chemical Toilet Service LLC	13444	Contract and Support Services	General Fund	International Terminal	\$85.00
7/19/2024	T & L Chemical Toilet Service LLC	13444	Contract and Support Services	General Fund	South Beach	\$110.00
7/19/2024	T & L Chemical Toilet Service LLC	13444	Contract and Support Services	General Fund	South Beach	\$110.00



Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
7/19/2024	T & L Chemical Toilet Service LLC	13444	Contract and Support Services	General Fund	Commercial Marina	\$740.00
7/19/2024	Suburban Propane	13443	Propane	General Fund	Commercial Marina	\$242.36
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$16.91
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$30.69
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$47.78
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$19.04
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	Administration	\$29.50
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	Administration	\$87.70
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	Administration	\$43.85
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$73.86
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	Administration	\$1.56
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	Administration	\$15.50
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	Administration	\$50.22
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	Administration	\$23.00
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$23.89
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$95.94
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$13.24
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$16.68
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$76.50
7/19/2024	Staples Advantage	13442	Office Expense	General Fund	South Beach	\$26.54
7/19/2024	Sierra Springs	13441	Operating Supplies-Bottled Water	General Fund	Commercial Marina	\$82.63
7/19/2024	Sierra Springs	13441	Operating Supplies - Bottle Water	General Fund	South Beach	\$199.20
7/19/2024	Papé Material Handling, Inc	13440	Repairs and Maintenance	General Fund	International Terminal	\$10.78
7/19/2024	Papé Material Handling, Inc	13440	Repairs and Maintenance	General Fund	International Terminal	\$100.00
7/19/2024	Papé Material Handling, Inc	13440	Repairs and Maintenance	General Fund	International Terminal	\$400.00
7/19/2024	Papé Material Handling, Inc	13440	Repairs and Maintenance	General Fund	International Terminal	\$60.00
7/19/2024	Papé Material Handling, Inc	13440	Repairs and Maintenance	General Fund	International Terminal	\$100.00
7/19/2024	Papé Material Handling, Inc	13440	Repairs and Maintenance	General Fund	International Terminal	\$1,556.44
7/19/2024	Papé Material Handling, Inc	13440	Repairs and Maintenance	General Fund	International Terminal	\$952.32
7/19/2024	MC Dean Inc	13439	Repairs and Maintenance	NOAA Lease Fund		\$11,252.00
7/19/2024	MASA	13438	10065 - BW/2660786	General Fund	Commercial Marina	\$14.00
7/19/2024	MASA	13438	10044 - DW/2252902	General Fund	International Terminal	\$14.00
7/19/2024	MASA	13438	10031 - ST/2463165	General Fund	South Beach	\$14.00
7/19/2024	MASA	13438	10061 - SS/2579315	General Fund	South Beach	\$14.00
7/19/2024	MASA	13438	10025 - WS/2221583	General Fund	Administration	\$14.00
7/19/2024	MASA	13438	10021 - DM/2495837	General Fund	International Terminal	\$14.00
7/19/2024	MASA	13438	10003 - CB/2677550	General Fund	South Beach	\$39.00
7/19/2024	MASA	13438	10048 - BR/2329895	General Fund	South Beach	\$14.00
7/19/2024	MASA	13438	10036 - RM/2220087	General Fund	Commercial Marina	\$14.00
7/19/2024	MASA	13438	10045 - EL/2257962	General Fund	Commercial Marina	\$39.00
7/19/2024	MASA	13438	10013 - MH/2220034	General Fund	Administration	\$14.00
7/19/2024	MASA	13438	10060 - ED/2543931	General Fund	Administration	\$39.00
7/19/2024	MASA	13438	10005 - MB/2465189	General Fund	Administration	\$39.00

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Date	Vendor	Document	Description	Fund	Dept	Amount
7/19/2024	MASA	13438	10064 - TJ/2659672	General Fund	South Beach	\$39.00
7/19/2024	Amazon Capital Services Inc	13437	IT Hardware and Software	General Fund	Administration	\$439.68
7/19/2024	Amazon Capital Services Inc	13437	Office Expense	General Fund	South Beach	\$21.99
7/16/2024	SAIF Corporation	PPI04770	Prepaid Expenses - Annual Assessment Fee	General Fund	Administration	\$55,087.80
7/17/2024	Ladd Tompkins	13436	Discounts and Refunds	General Fund	Commercial Marina	\$1,286.70
7/19/2024	Asure - ***AUTOPOST***	PPI04764	Payroll taxes - PPE	General Fund	Administration	\$29,513.91
7/22/2024	Washington State Support Registry	**AUTOPOST* PPI04763	Garnishment Withholdings Payable	General Fund	International Terminal	\$408.50
7/19/2024	VOYA-Autopay	PPI04762	Benefits Payable	General Fund	Administration	\$50.00
7/19/2024	VOYA-Autopay	PPI04761	Benefits Payable	General Fund	Administration	\$1,130.00
7/11/2024	MacPherson, Gintner & Diaz	13432	Professional Services	General Fund	Administration	\$2,262.50
7/11/2024	Lincoln County Public Works	13431	Fuel	General Fund	International Terminal	\$104.39
7/11/2024	Lincoln County Public Works	13431	Fuel	General Fund	South Beach	\$155.00
7/11/2024	Lincoln County Public Works	13431	Fuel	NOAA Lease Fund		\$54.71
7/11/2024	Lincoln County Public Works	13431	Fuel	General Fund	Commercial Marina	\$154.81
7/11/2024	Lincoln County Public Works	13431	Fuel	General Fund	Administration	\$57.20
7/11/2024	It's All About Satellites	13430	Capital Outlay - Equipment	General Fund	South Beach	\$17,684.99
7/11/2024	Edge Analytical Inc	13429	Contract and Support Services	General Fund	International Terminal	\$170.00
7/11/2024	City of Newport Room Tax	13428	Accrued Lodging Taxes	General Fund	Administration	\$13,101.55
7/11/2024	Carver Inc	13427	Fuel	General Fund	South Beach	\$268.66
7/11/2024	Carver Inc	13427	Fuel	General Fund	South Beach	\$392.90
7/11/2024	Bay Area Enterprises Inc	13426	SB	General Fund	South Beach	\$9,948.91
7/11/2024	Bay Area Enterprises Inc	13426	Admin	General Fund	Administration	\$881.55
7/11/2024	Bay Area Enterprises Inc	13426	NIT	General Fund	International Terminal	\$881.55
7/11/2024	Bay Area Enterprises Inc	13426	CM	General Fund	Commercial Marina	\$881.55
7/11/2024	Bay Area Enterprises Inc	13426	SB	General Fund	South Beach	\$881.56
7/11/2024	Bay Area Enterprises Inc	13426	Admin	General Fund	Administration	\$78.11
7/11/2024	Bay Area Enterprises Inc	13426	NIT	General Fund	International Terminal	\$78.11
7/11/2024	Bay Area Enterprises Inc	13426	CM	General Fund	Commercial Marina	\$78.11
7/11/2024	Bay Area Enterprises Inc	13426	SB	General Fund	South Beach	\$881.56
7/11/2024	Bay Area Enterprises Inc	13426	Admin	General Fund	Administration	\$78.11
7/11/2024	Bay Area Enterprises Inc	13426	NIT	General Fund	International Terminal	\$78.11
7/11/2024	Bay Area Enterprises Inc	13426	CM	General Fund	Commercial Marina	\$78.11
7/11/2024	Bay Area Enterprises Inc	13426	SB	General Fund	South Beach	\$881.56
7/11/2024	Bay Area Enterprises Inc	13426	Admin	General Fund	Administration	\$78.11
7/11/2024	Bay Area Enterprises Inc	13426	NIT	General Fund	International Terminal	\$78.11
7/11/2024	Bay Area Enterprises Inc	13426	CM	General Fund	Commercial Marina	\$78.11
7/11/2024	Amazon Capital Services Inc	13425	Office Expense	General Fund	South Beach	\$33.01
7/11/2024	Amazon Capital Services Inc	13425	Office Expense	General Fund	South Beach	\$19.49
7/11/2024	Amazon Capital Services Inc	13425	Office Expense	General Fund	South Beach	\$11.24
7/11/2024	Yaquina Boat Equipment Inc	13424	Repairs and Maintenance	General Fund	South Beach	\$23.75
7/11/2024	Yaquina Boat Equipment Inc	13424	Repairs and Maintenance	General Fund	South Beach	\$115.04
7/11/2024	Westech Rigging Supply	13423	Repairs and Maintenance	General Fund	Commercial Marina	\$235.00
7/11/2024	ULINE	13422	Office Expense	General Fund	South Beach	\$137.24

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
7/11/2024	TWGW Inc NAPA Auto Parts		13421 Operating Supplies	General Fund	International Terminal	\$2.99
7/11/2024	TWGW Inc NAPA Auto Parts		13421 Operating Supplies	General Fund	International Terminal	\$5.98
7/11/2024	TWGW Inc NAPA Auto Parts		13421 Repairs and Maintenance	General Fund	International Terminal	\$62.99
7/11/2024	TWGW Inc NAPA Auto Parts		13421 Operating Supplies	General Fund	South Beach	\$23.98
7/11/2024	TWGW Inc NAPA Auto Parts		13421 Operating Supplies	General Fund	South Beach	\$27.54
7/11/2024	TWGW Inc NAPA Auto Parts		13421 Operating Supplies	General Fund	South Beach	\$13.17
7/11/2024	TWGW Inc NAPA Auto Parts		13421 Operating Supplies	General Fund	South Beach	\$84.90
7/11/2024	TWGW Inc NAPA Auto Parts		13421 Operating Supplies	General Fund	South Beach	\$12.58
7/11/2024	TWGW Inc NAPA Auto Parts		13421 Operating Supplies	General Fund	South Beach	\$47.96
7/11/2024	TWGW Inc NAPA Auto Parts		13421 Operating Supplies	General Fund	South Beach	\$25.98
7/11/2024	Tri-Agg Inc		13420 Repairs and Maintenance	General Fund	South Beach	\$2,762.00
7/11/2024	ToyotaLift Northwest Inc		13419 Repairs and Maintenance	General Fund	Commercial Marina	\$174.87
7/11/2024	ToyotaLift Northwest Inc		13419 Repairs and Maintenance	General Fund	Commercial Marina	\$199.87
7/11/2024	Pioneer Connect		13418 Electricity	NOAA Lease Fund		\$226.71
7/11/2024	Pioneer Connect		13418 Electricity	General Fund	South Beach	\$41.78
7/11/2024	Pioneer Connect		13418 Electricity	General Fund	South Beach	\$184.21
7/11/2024	Orkin		13417 Contract and Support Services	General Fund	Administration	\$88.99
7/11/2024	Newport Rental Service		13416 Repairs and Maintenance	General Fund	International Terminal	\$155.96
7/11/2024	Newport Rental Service		13416 Operating Supplies	General Fund	South Beach	\$30.74
7/11/2024	Alsea Bay Power Products Inc		13415 Repairs and Maintenance	General Fund	South Beach	\$52.50
7/11/2024	Alsea Bay Power Products Inc		13415 Repairs and Maintenance	General Fund	South Beach	\$392.43
7/11/2024	Alsea Bay Power Products Inc		13415 Equipment	NOAA Lease Fund		\$4,900.00
7/10/2024	Central Lincoln PUD**AUTOPOST**	PPI04751	Electricity	General Fund	International Terminal	\$531.11
7/8/2024	Newport Marine & RV Service Inc		13414 Equipment	General Fund	Commercial Marina	\$584.62
7/8/2024	Newport Marine & RV Service Inc		13414 Equipment	General Fund	South Beach	\$584.64
7/8/2024	Lincoln County Public Works		13413 Fuel	NOAA Lease Fund		\$42.88
7/8/2024	Lincoln County Public Works		13413 Fuel	General Fund	International Terminal	\$67.53
7/8/2024	Lincoln County Public Works		13413 Fuel	General Fund	South Beach	\$115.51
7/8/2024	Lincoln County Public Works		13413 Fuel	General Fund	Commercial Marina	\$115.81
7/8/2024	Integrity Data		13412 IT Hardware and Software	General Fund	Administration	\$850.00
7/8/2024	Hyak		13411 Contract and Support Services	General Fund	Administration	\$6,616.99
7/8/2024	Frank Pulliam		13410 Discounts and Refunds - Cancelled due to Medical	General Fund	South Beach	\$1,495.39
7/8/2024	Copeland Lumber Yards Inc		13409 Repairs and Maintenance	General Fund	International Terminal	\$17.78
7/8/2024	Coastal Paper & Supply Inc		13408 Fees	General Fund	South Beach	\$5.00
7/8/2024	Coastal Paper & Supply Inc		13408 Operating Supplies	General Fund	South Beach	\$83.64
7/8/2024	Coastal Paper & Supply Inc		13408 Operating Supplies	General Fund	South Beach	\$21.30
7/8/2024	Coastal Paper & Supply Inc		13408 Operating Supplies	General Fund	South Beach	\$60.76
7/8/2024	Coastal Paper & Supply Inc		13408 Operating Supplies	General Fund	South Beach	\$59.55
7/8/2024	Coastal Paper & Supply Inc		13408 Operating Supplies	General Fund	South Beach	\$79.32
7/8/2024	Coastal Paper & Supply Inc		13408 Operating Supplies	General Fund	South Beach	\$291.78
7/8/2024	Coastal Paper & Supply Inc		13408 Operating Supplies	General Fund	South Beach	\$139.28
7/8/2024	Coastal Paper & Supply Inc		13408 Operating Supplies	General Fund	South Beach	\$76.10
7/8/2024	Coastal Paper & Supply Inc		13408 Operating Supplies	General Fund	South Beach	\$15.52

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
7/8/2024	Coastal Paper & Supply Inc	13408	Operating Supplies	General Fund	South Beach	\$100.26
7/8/2024	Coastal Paper & Supply Inc	13408	Operating Supplies	General Fund	South Beach	\$408.78
7/8/2024	Coastal Paper & Supply Inc	13408	Operating Supplies	General Fund	South Beach	\$115.50
7/8/2024	Coastal Paper & Supply Inc	13408	Operating Supplies	General Fund	South Beach	\$359.38
7/8/2024	Coastal Paper & Supply Inc	13408	Operating Supplies	General Fund	South Beach	\$55.56
7/8/2024	Coastal Paper & Supply Inc	13408	Operating Supplies	General Fund	South Beach	\$79.99
7/8/2024	Barrelhead Supply Inc	13407	Repairs and Maintenance	General Fund	International Terminal	\$15.00
7/8/2024	Barrelhead Supply Inc	13407	Operating Supplies	General Fund	International Terminal	\$11.18
7/8/2024	Barrelhead Supply Inc	13407	Operating Supplies	General Fund	International Terminal	\$17.99
7/8/2024	Barrelhead Supply Inc	13407	Repairs and Maintenance	General Fund	International Terminal	\$6.59
7/8/2024	Barrelhead Supply Inc	13407	Repairs and Maintenance	General Fund	International Terminal	\$0.72
7/8/2024	Barrelhead Supply Inc	13407	Repairs and Maintenance	General Fund	International Terminal	\$2.16
7/8/2024	Ultrex	13406	Office Expense - Kyocera Use SB	General Fund	South Beach	\$80.08
7/8/2024	Ultrex	13406	Office Expense - Kyocera Use Admin bldg	General Fund	Administration	\$77.91
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$23.49
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Operating Supplies	General Fund	International Terminal	\$18.39
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$4.49
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$16.99
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$6.49
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Operating Supplies	General Fund	Commercial Marina	\$6.49
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Operating Supplies	General Fund	Commercial Marina	\$1.90
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Operating Supplies	General Fund	Commercial Marina	\$9.24
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Operating Supplies	General Fund	Commercial Marina	\$5.49
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Operating Supplies	General Fund	Commercial Marina	\$12.02
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Operating Supplies	General Fund	Commercial Marina	\$16.63
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$13.38
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$13.38
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$13.16
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$6.58
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$9.98
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$16.99
7/8/2024	TWGW Inc NAPA Auto Parts	13405	Repairs and Maintenance	General Fund	International Terminal	\$16.99
7/8/2024	TWGW Inc NAPA Auto Parts	13405	repairs and maintenance	General Fund	International Terminal	\$6.58
7/8/2024	Thompson's Sanitary Service Inc	13404	Trash/Garbage	General Fund	South Beach	\$5,718.90
7/8/2024	Thompson's Sanitary Service Inc	13404	Trash/Garbage	General Fund	International Terminal	\$2,200.81
7/8/2024	Thompson's Sanitary Service Inc	13404	Trash/Garbage	NOAA Lease Fund		\$617.40
7/8/2024	Thompson's Sanitary Service Inc	13404	Trash/Garbage	General Fund	Commercial Marina	\$2,900.02
7/8/2024	TCB Security Services Inc	13403	SB	General Fund	South Beach	\$4,508.12
7/8/2024	TCB Security Services Inc	13403	Admin	General Fund	Administration	\$399.45
7/8/2024	TCB Security Services Inc	13403	NIT	General Fund	International Terminal	\$399.45
7/8/2024	TCB Security Services Inc	13403	CM	General Fund	Commercial Marina	\$399.45
7/8/2024	TCB Security Services Inc	13403	SB	General Fund	South Beach	\$1,591.11
7/8/2024	TCB Security Services Inc	13403	Admin	General Fund	Administration	\$140.98

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
7/8/2024	TCB Security Services Inc		13403 NIT	General Fund	International Terminal	\$140.98
7/8/2024	TCB Security Services Inc		13403 CM	General Fund	Commercial Marina	\$140.98
7/8/2024	TCB Security Services Inc		13403 SB	General Fund	South Beach	\$4,508.13
7/8/2024	TCB Security Services Inc		13403 Admin	General Fund	Administration	\$399.45
7/8/2024	TCB Security Services Inc		13403 NIT	General Fund	International Terminal	\$399.45
7/8/2024	TCB Security Services Inc		13403 CM	General Fund	Commercial Marina	\$399.45
7/8/2024	Spiro Landscapes Inc		13402 Contract and Support Services	General Fund	South Beach	\$1,050.00
7/8/2024	Spiro Landscapes Inc		13402 Contract and Support Services	NOAA Lease Fund		\$495.00
7/8/2024	Orrco		13401 Electricity	General Fund	Commercial Marina	\$240.00
7/8/2024	Amazon Capital Services Inc		13400 Office Expense	General Fund	Administration	\$19.19
7/8/2024	Amazon Capital Services Inc		13400 Office Expense	General Fund	International Terminal	\$159.99
7/8/2024	Amazon Capital Services Inc		13400 Office Expense	General Fund	Administration	\$7.99
7/8/2024	Amazon Capital Services Inc		13400 Office Expense	General Fund	Administration	\$5.99
7/8/2024	Amazon Capital Services Inc		13400 Operating Supplies	NOAA Lease Fund		\$600.32
7/8/2024	Amazon Capital Services Inc		13400 Repairs and Maintenance	General Fund	South Beach	\$863.87
7/8/2024	Amazon Capital Services Inc		13400 Repairs and Maintenance	General Fund	South Beach	\$26.99
7/8/2024	Amazon Capital Services Inc		13400 Repairs and Maintenance	General Fund	South Beach	\$134.95
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04727	Electricity	General Fund	South Beach	\$77.69
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04726	Electricity	General Fund	South Beach	\$587.67
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04725	Electricity	General Fund	International Terminal	\$772.96
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04724	Electricity	General Fund	South Beach	\$155.36
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04723	Electricity	General Fund	International Terminal	\$365.31
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04722	Electricity	General Fund	International Terminal	\$101.39
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04721	Electricity	General Fund	South Beach	\$64.83
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04720	Electricity	General Fund	South Beach	\$1,264.41
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04719	Electricity	General Fund	South Beach	\$515.55
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04718	Electricity	General Fund	South Beach	\$1,322.20
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04717	Electricity	General Fund	South Beach	\$110.05
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04716	Electricity	General Fund	South Beach	\$144.00
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04715	Electricity	General Fund	South Beach	\$522.93
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04714	Electricity	General Fund	Commercial Marina	\$31.47
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04712	Electricity	General Fund	South Beach	\$152.56
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04711	Electricity	General Fund	South Beach	\$132.57
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04710	Electricity	General Fund	South Beach	\$186.85
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04709	Electricity	General Fund	South Beach	\$81.57
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04708	Electricity	General Fund	South Beach	\$160.01
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04707	Electricity	General Fund	South Beach	\$103.41
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04706	Electricity	General Fund	South Beach	\$64.06
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04705	Electricity	General Fund	Commercial Marina	\$1,311.81
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04704	Electricity	General Fund	South Beach	\$298.13
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04703	Electricity	General Fund	Commercial Marina	\$352.94
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04702	Electricity	General Fund	Commercial Marina	\$2,018.74
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04701	Electricity	General Fund	South Beach	\$65.08

Accounts Paid Report

Date	Vendor	Document	Description	Fund	Dept	Amount
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04700	Electricity	General Fund	South Beach	\$875.24
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04699	Electricity	General Fund	South Beach	\$695.40
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04698	Electricity	General Fund	South Beach	\$39.87
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04697	Electricity	General Fund	South Beach	\$580.85
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04696	Electricity	General Fund	South Beach	\$485.29
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04695	Electricity	General Fund	South Beach	\$865.17
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04694	Electricity	General Fund	South Beach	\$286.95
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04693	Electricity	General Fund	South Beach	\$923.34
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04692	Electricity	General Fund	South Beach	\$917.21
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04691	Electricity	General Fund	South Beach	\$256.69
7/18/2024	Central Lincoln PUD**AUTOPOST**	PPI04690	Electricity	General Fund	Administration	\$721.19
7/1/2024	DE LAGE LANDEN **AUTOPOST**	PPI04683	50369481_2-South Beach	General Fund	South Beach	\$327.88
7/1/2024	DE LAGE LANDEN **AUTOPOST**	PPI04683	50369481_1-Admin	General Fund	Administration	\$327.87
7/5/2024	Asure - ***AUTOPOST**	PPI04617	Payroll taxes - PPE	General Fund	Multiple	\$26,771.48
7/5/2024	Washington State Support Registry **AUTOPOST*	PPI04616	Garnishment Withholdings Payable	General Fund	International Terminal	\$408.50
7/5/2024	VOYA-Autopay	PPI04615	Benefits Payable	General Fund	Administration	\$50.00
7/5/2024	VOYA-Autopay	PPI04614	Benefits Payable	General Fund	Administration	\$1,130.00



# Regional Economic Development in a Global Market



*Kari Hoy*

*OSU Marine and Coastal Opportunities Intern 2024*

*Internship Mentor: Aaron Bretz, Director of Operations*

*Port of Newport*



# Context & **Rationale**

## Port of Newport **International Terminal**

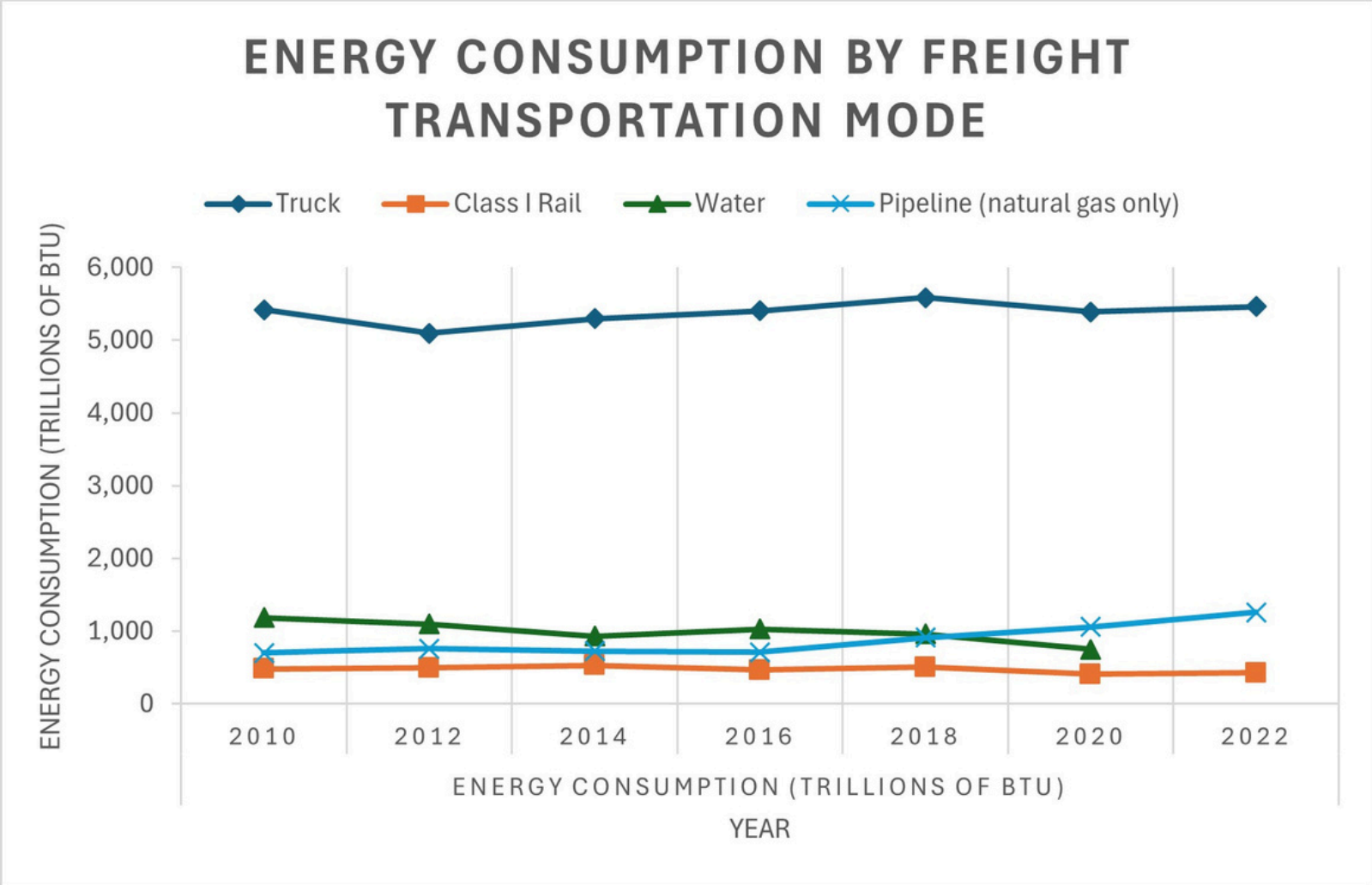




# Why Cargo?

“In 2018, marine cargo activity generated approximately \$5.4 trillion of total economic activity...”

(1)



# Project Goals

## *Identify...*

A **raw material** that can be **imported** to the **International Terminal** and **manufactured** at a facility on the adjacent Port-owned property.

## *In order to...*

Create **living-wage** jobs and support **economic development** in the Newport area.

# Characteristics of **Newport, OR**



## **Housing**

**Median Gross Rent:**  
\$1,086/mo



## **Finances**

**Median Household Income:**  
\$54,961



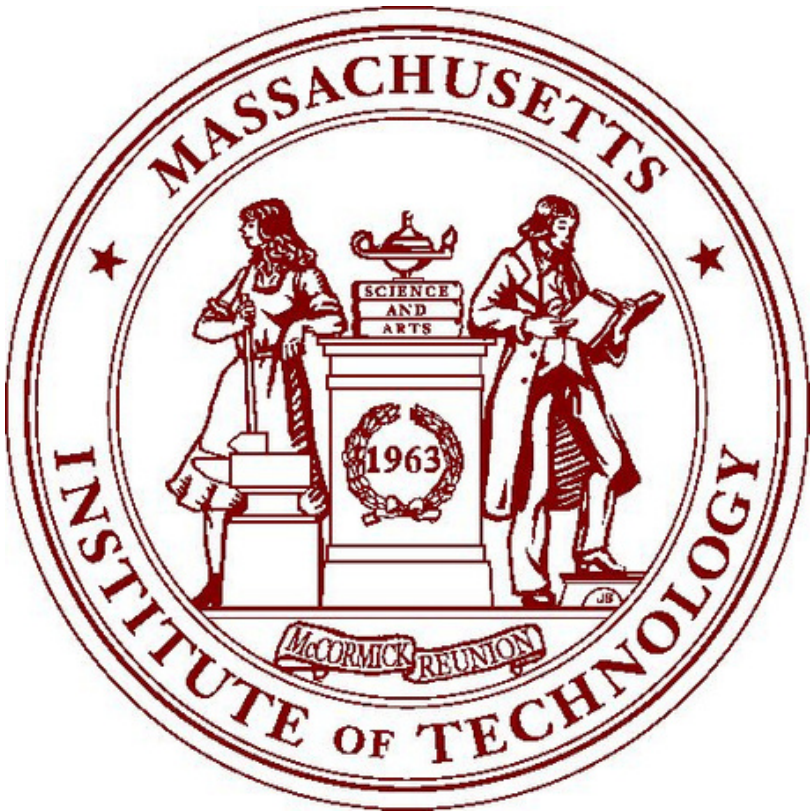
## **Education**

**Population with  
Bachelor's Degree or  
Higher:**  
30.2%

# Cost of Living

*Required Annual Income Before Taxes*

	1 Adult	2 Adults
0 Children	\$45,029	\$62,782
1 Child	\$78,505	\$88,755
2 Children	\$99,144	\$111,264



# Methodology: **Criteria Evaluation**

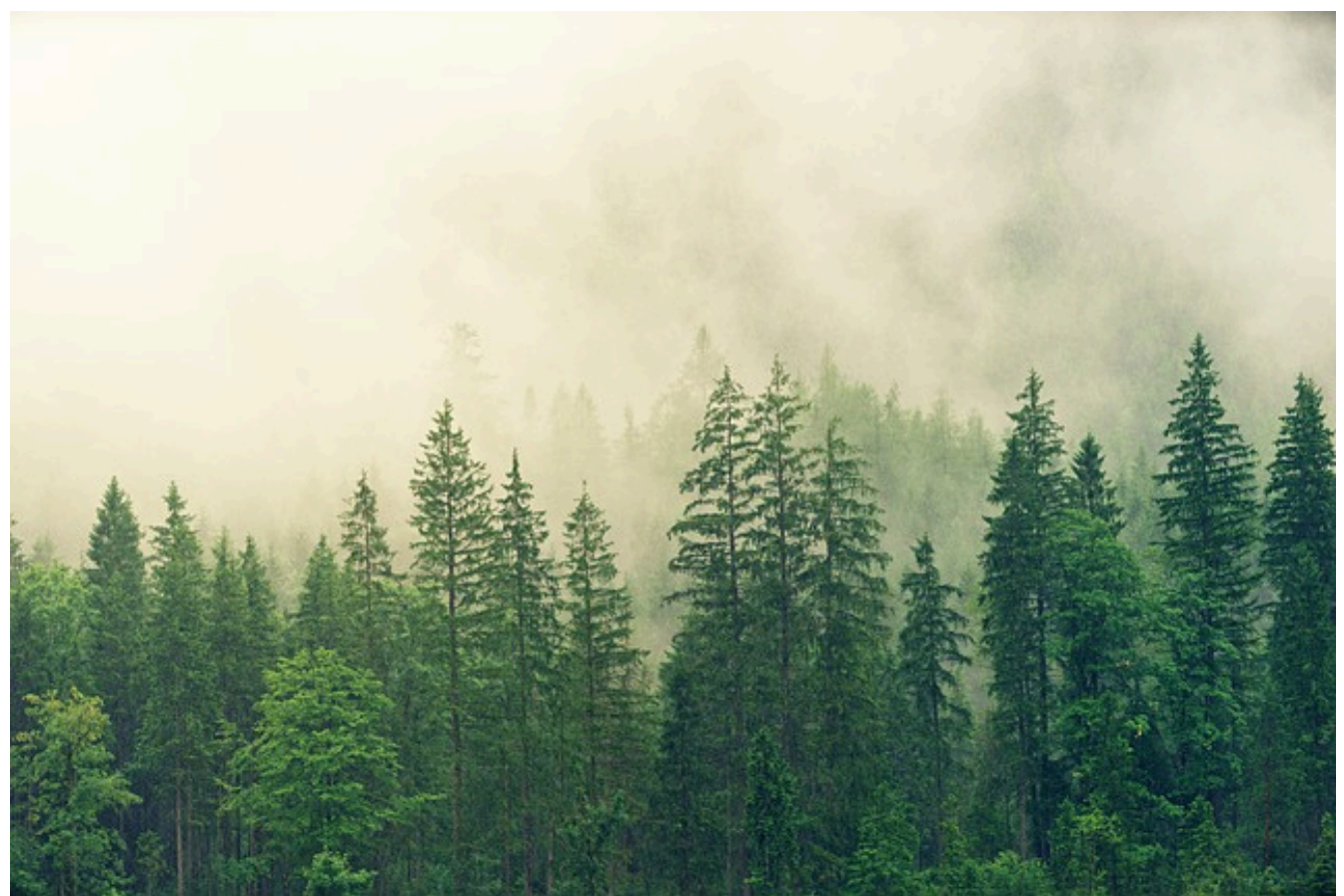
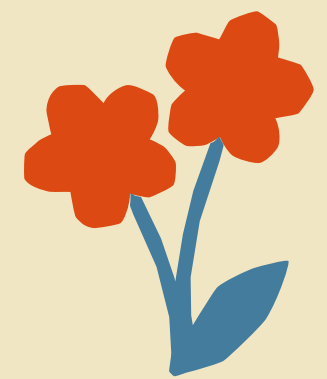
- 1. Manufacturing Capacity*
- 2. Feasibility for Industry  
Development*
- 3. Workforce Characteristics*
- 4. Environmental Sustainability*
- 5. Local & Regional Considerations*



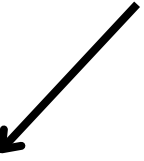
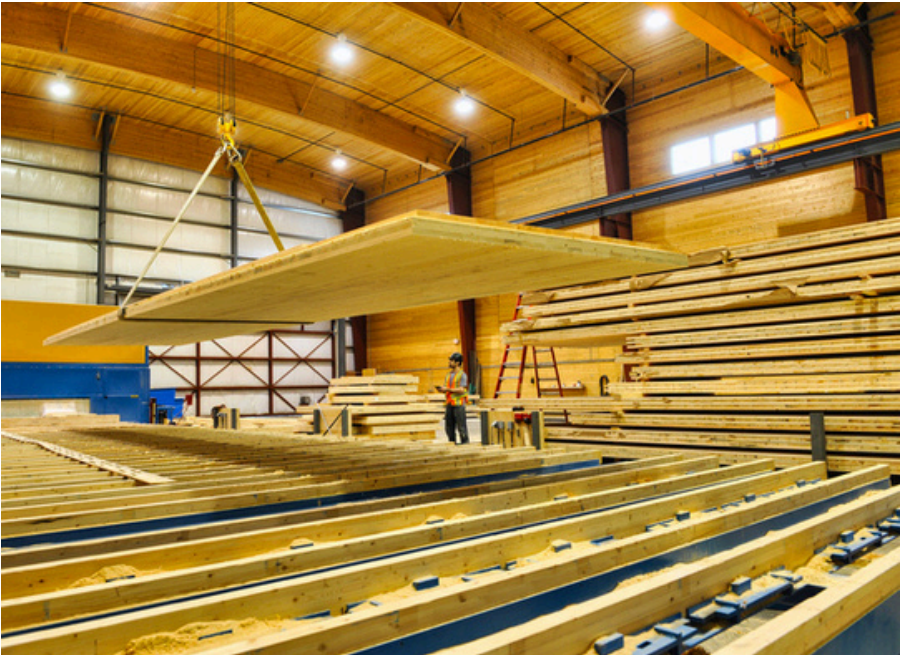
Why would a  
firm/industry  
want to operate  
out of Newport?

What is  
**Mass Timber?**

Industry  
Evaluation:  
**Mass Timber**



# Value Chain: **Mass Timber**

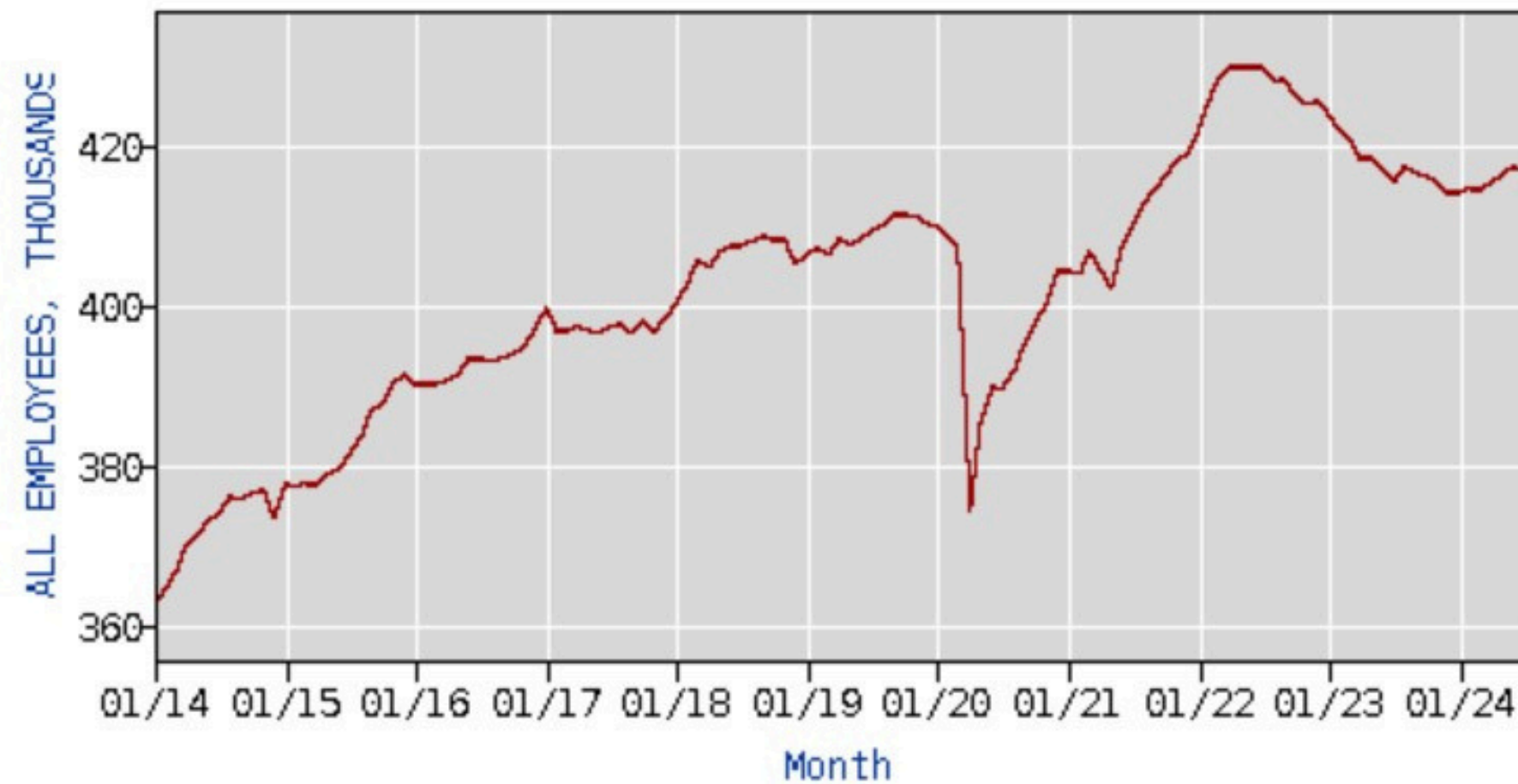


# Criteria Evaluation: **Mass Timber**

## Industry Growth or Decline

### Wood Product Manufacturing (NAICS 321)

All Employees, Thousands (Seasonally Adjusted)  
01/2014 - 01/2024





# Criteria Evaluation: **Mass Timber**

## **Employment Projection** (2022-2032)

	<b>% Change</b>
Wood Product Manufacturing	<b>+ 3%</b>
Sawmills and Wood Preservation	<b>- 3%</b>
Plywood and Engineered Wood Product Manufacturing	<b>+ 5%</b>
Other Wood Product Manufacturing	<b>+ 6%</b>

# Criteria Evaluation: **Mass Timber**

## Annual Mean Wage

	All Occupations	Production Occupations
Wood Product Manufacturing	<b>\$48,240</b>	\$42,190
Sawmills and Wood Preservation	<b>\$48,070</b>	\$44,370
Plywood and Engineered Wood Product Manufacturing	<b>\$49,230</b>	\$42,600
Other Wood Product Manufacturing	<b>\$47,960</b>	\$41,450

# Criteria Evaluation: **Mass Timber**

## Educational Requirements

### Sawmill

- Typically requires high school diploma or equivalent with on-the-job training

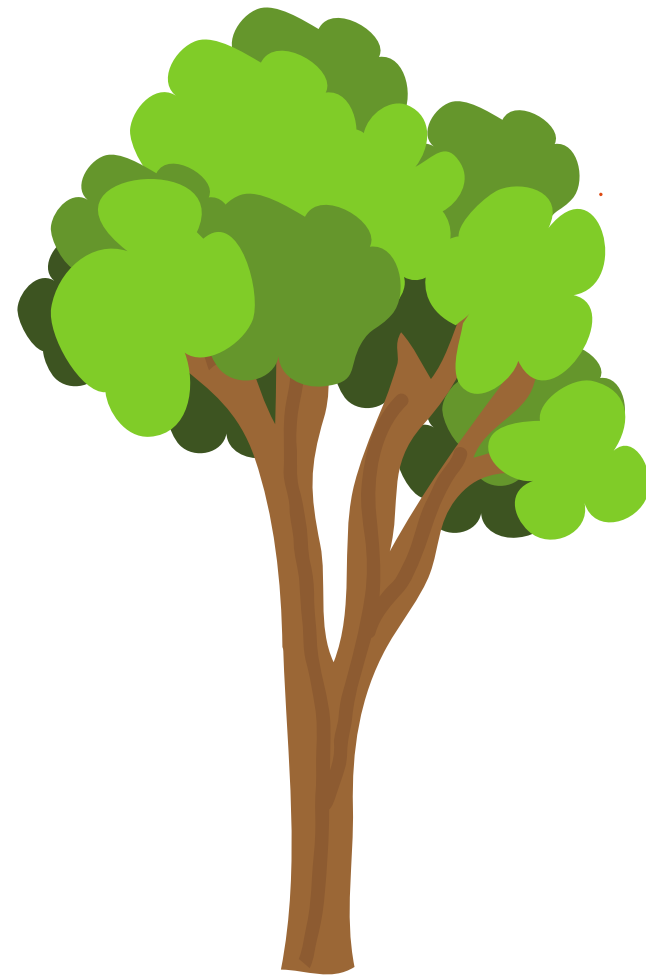
### Manufacturing & Fabrication Facility

- Highly automated jobs
  - **CNC** (computer numerical control) machine operating
  - **CAD** (computer-aided design) software
- Advanced degree or certification may be needed



# Criteria Evaluation: **Mass Timber**

What is  
**Embodied  
Carbon?**



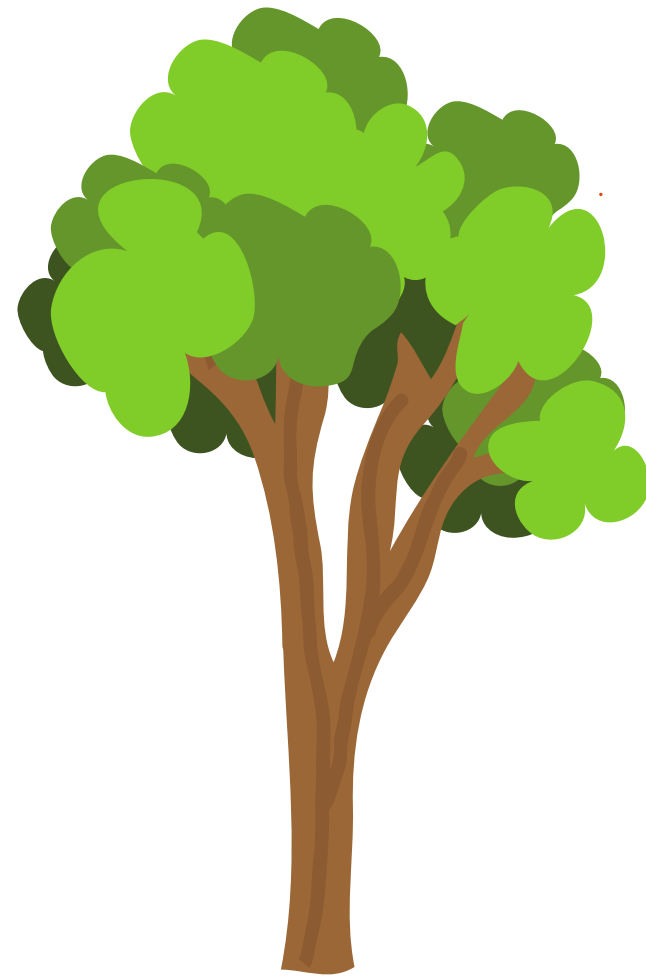
*Definition:*

“The carbon dioxide (CO<sub>2</sub>) emissions from building materials and construction processes throughout the whole lifecycle of a building.”

(2)

# Criteria Evaluation: **Mass Timber**

What about  
**Mass  
Timber?**



Mass timber has

**low embodied carbon. (3)**

Manufacturing wood products requires

**less fossil fuel-based energy**

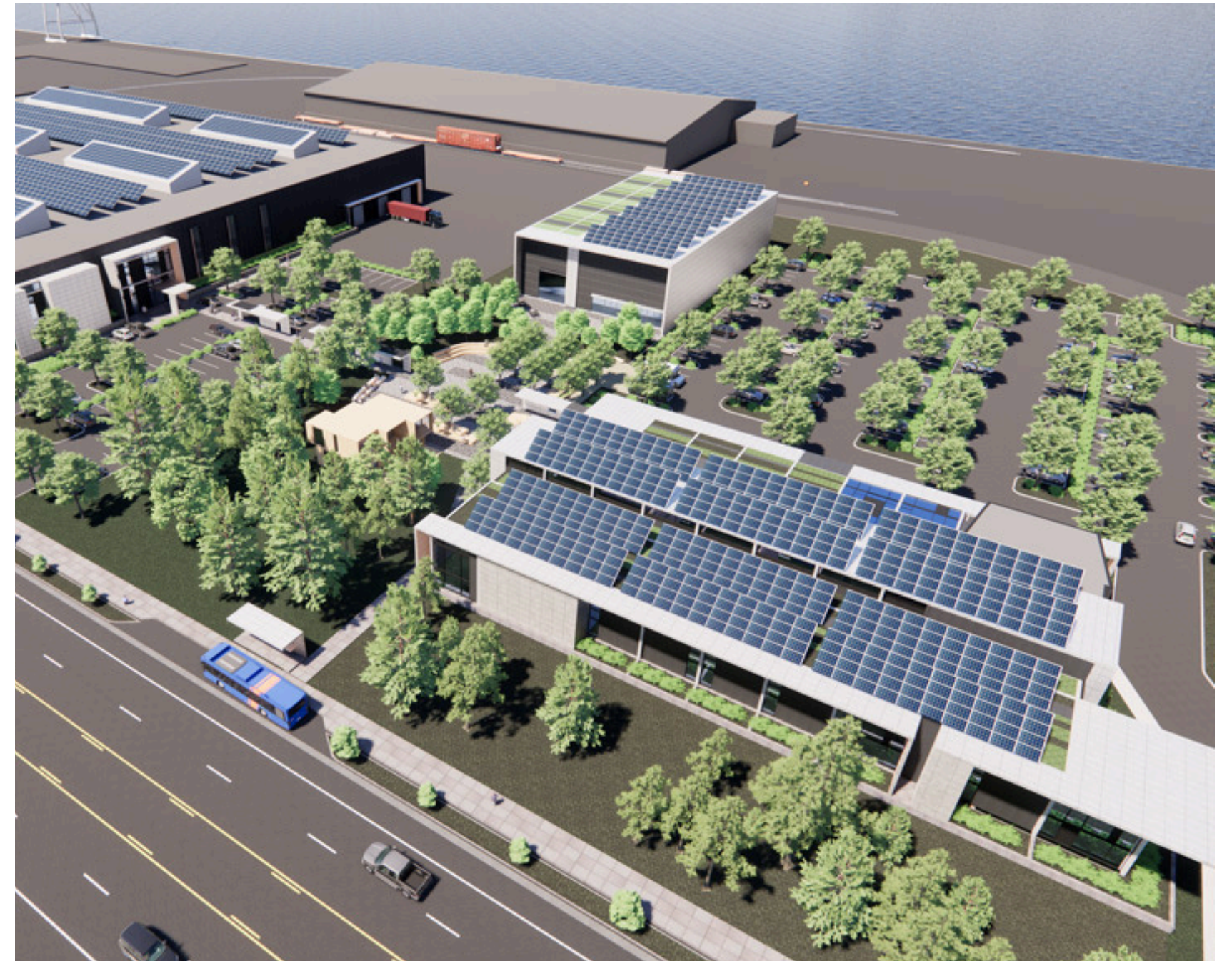
and wood buildings

**store carbon. (4)**

# Criteria Evaluation: **Mass Timber**

## **Existing Industry**

- **Port of Portland**
  - T2 Mass Timber Innovation Hub
    - Manufacturing **prefabricated homes**
    - Mass Timber research
    - Business Incubator

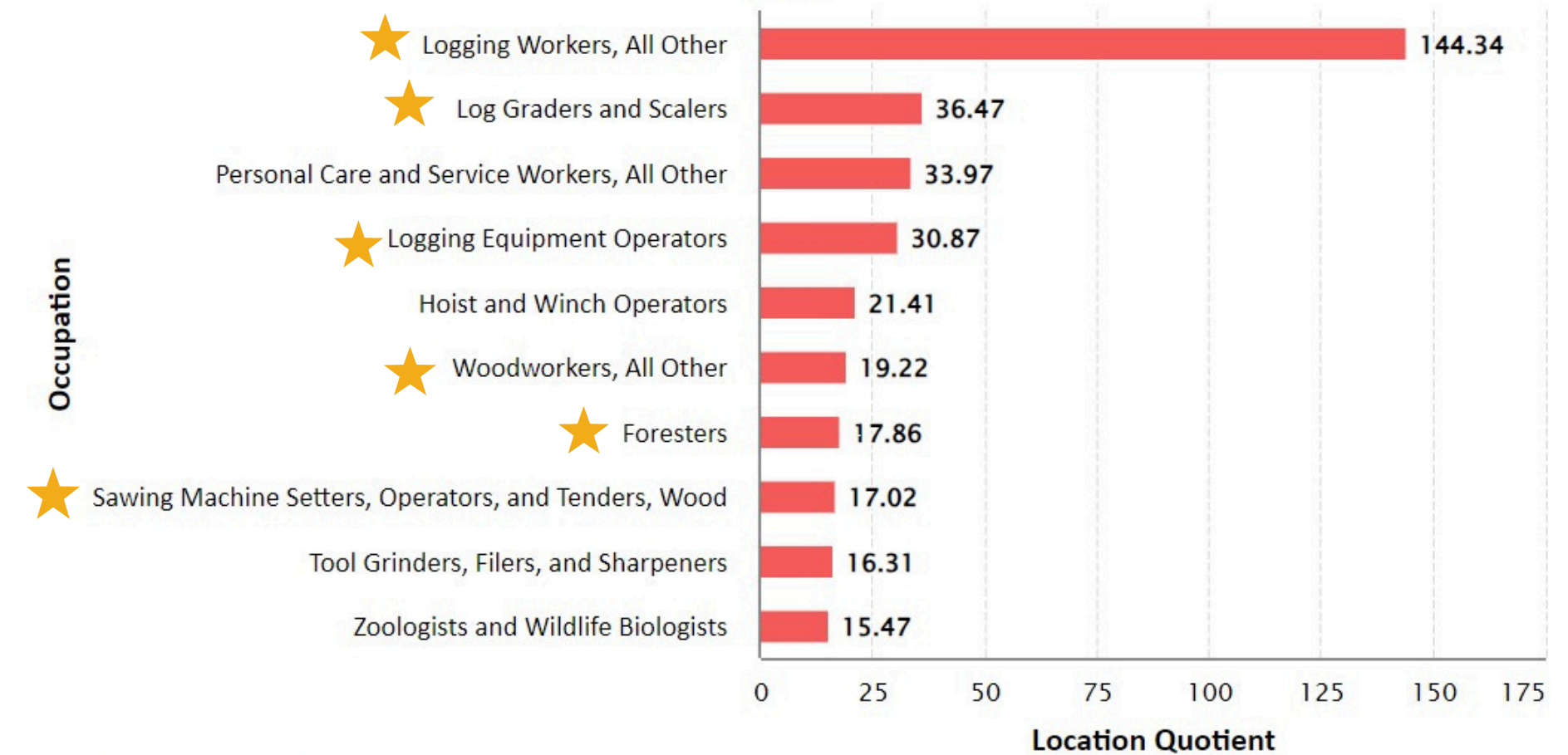


# Criteria Evaluation: Mass Timber

## Location Quotient

- Greater than 1: **more advantageous in Oregon** than the U.S in general
- Less than 1: **no advantage** for Oregon specifically

Occupations with the highest location quotient in Coast Oregon nonmetropolitan area, May 2023



Source: Bureau of Labor Statistics

# Criteria Evaluation: **Mass Timber**

## **Niches to be Filled**

### **Sawmill & Dry Kiln**

- Mass timber requirements **“force companies to source from outside of the state”** (5)
- Lumber must be dried to a very low **moisture content**

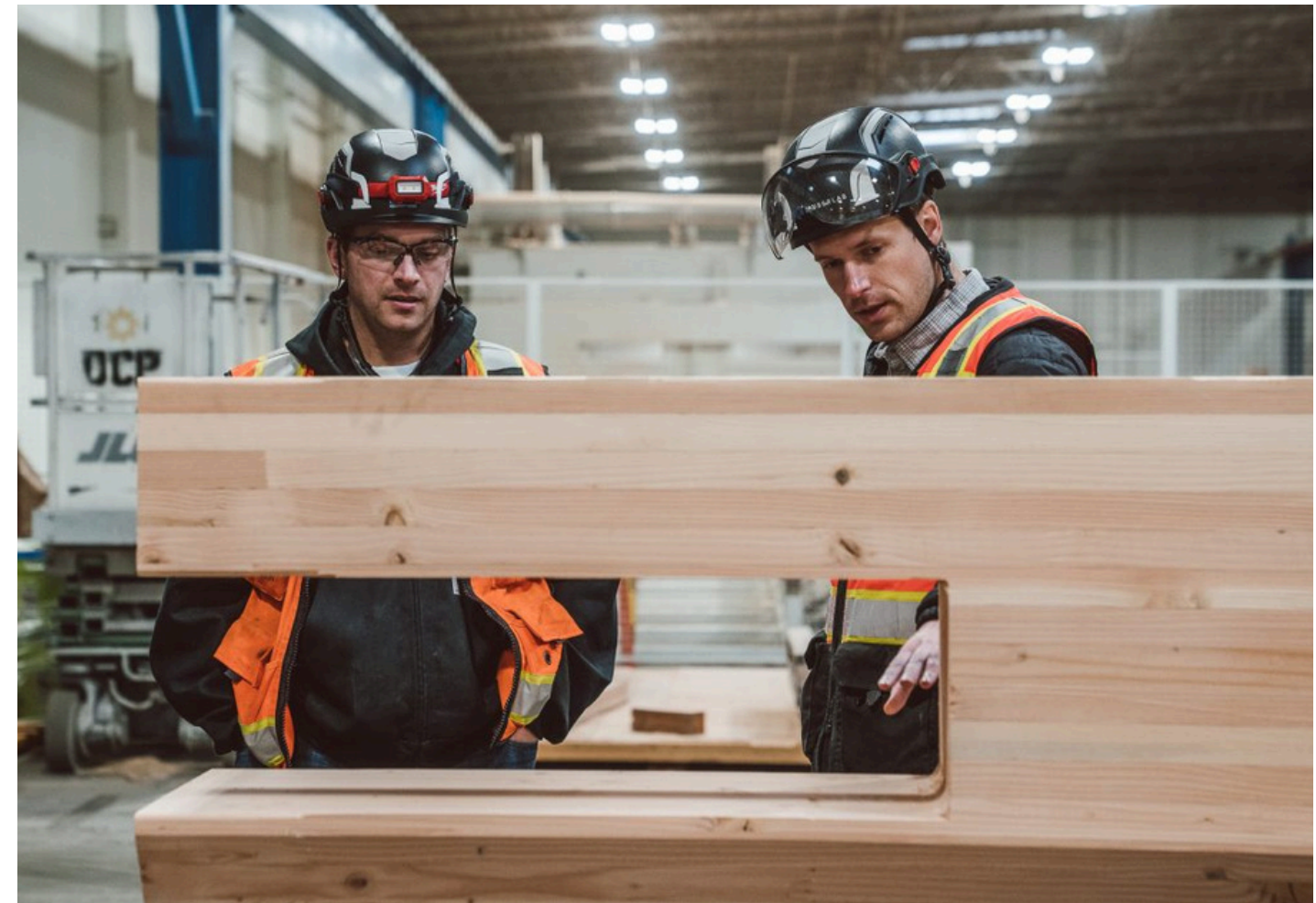




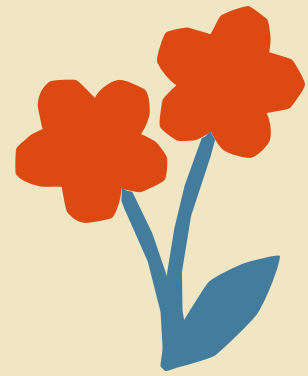
# Criteria Evaluation: **Mass Timber**

## **Niches to be Filled Fabrication**

- Most mass timber products require **additional fabrication** and added-on components
- Custom fabrication can serve as a “**bottleneck**” for mass timber manufacturers (6)



# Industry Evaluation: **Food Manufacturing**



What is  
**Food Manufacturing?**



# Subsectors of Food Manufacturing

## Food Manufacturing (NAICS 311)

Animal Food Manufacturing  
(NAICS 3111)

**Fruit & Vegetable Preserving and  
Specialty Food Manufacturing  
(NAICS 3114)**

**Seafood Product  
Preparation and Packaging  
(NAICS 3117)**

**Grain and Oilseed Milling  
(NAICS 3112)**

Dairy Product Manufacturing  
(NAICS 3115)

Bakeries and Tortilla Manufacturing  
(NAICS 3118)

Sugar & Confectionery  
Product Manufacturing  
(NAICS 3113)

Animal Slaughtering and Processing  
(NAICS 3116)

Other Food Manufacturing  
(NAICS 3119)

# Food Manufacturing Subsectors

**Fruit and Vegetable Preserving  
and Specialty Food Manufacturing  
(NAICS 3114)**



**Grain and Oilseed Milling  
(NAICS 3112)**



**Seafood Product Packaging &  
Processing  
(NAICS 3117)**



# Criteria Evaluation: **Food Manufacturing**

## **Port Infrastructure & Capacity**

“Water is used **extensively** in food processing...the water must be **treated sufficiently** before it can be **reused**. This produces a **very large** amount of **wastewater.**” (7)



# Criteria Evaluation: **Food Manufacturing**

## Industry Growth or Decline

(2014-2024)

### Food Manufacturing (NAICS 311)

All Employees, Thousands (Seasonally Adjusted)

01/2014 - 01/2024



# Criteria Evaluation: Food Manufacturing

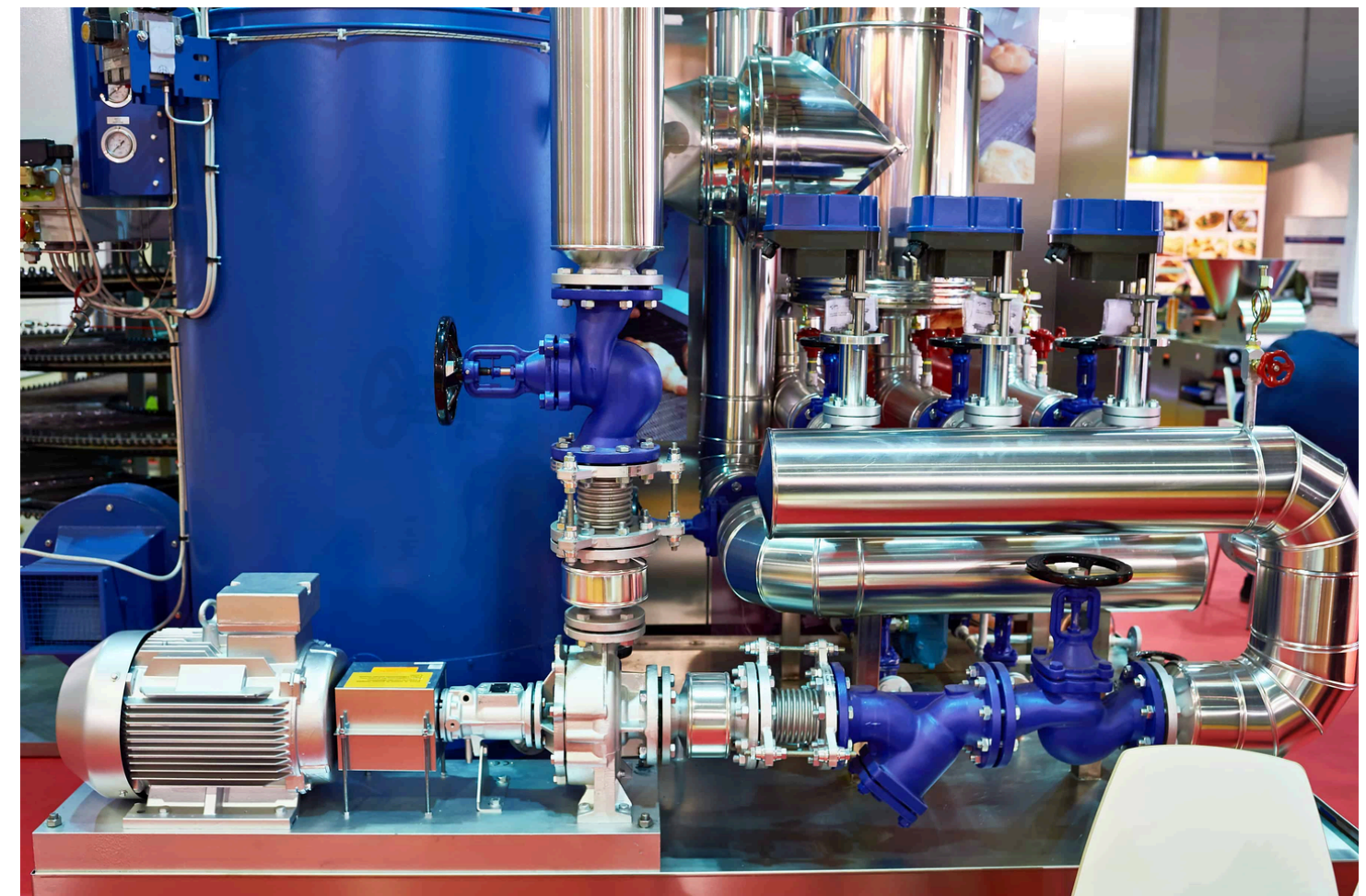
## Average Wage

Industry Subsector	All Occupations	Production Employees
Food Manufacturing (NAICS 311)	<b>\$48,970</b>	\$42,230
Grain & Oilseed Milling (NAICS 3112)	<b>\$65,200</b>	<b>\$53,060</b>
Fruit & Vegetable Preserving and Specialty Food Manufacturing (NAICS 3114)	<b>\$50,500</b>	\$42,380
Seafood Product Packaging & Preparation (NAICS 3117)	<b>\$46,780</b>	\$37,330

# Criteria Evaluation: **Food Manufacturing**

## **Educational Requirements**

“Expanding production...will require an **increased supply of skilled workers**, including **experienced agricultural workers, technical workers** trained to operate and maintain increasingly **complex machinery** and **control systems...**” (8)

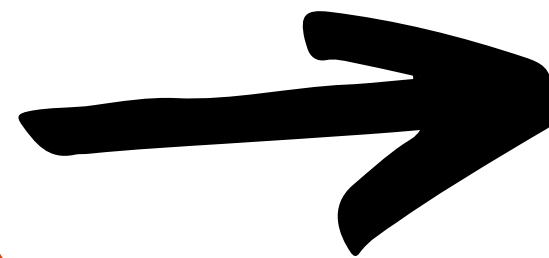




# Criteria Evaluation: **Food Manufacturing**

## *The Food Industry...*

- Constitutes approximately **15%** of total industrial water use (9)
- **Highest contribution** to total industrial emissions of **organic water pollutants** (10)



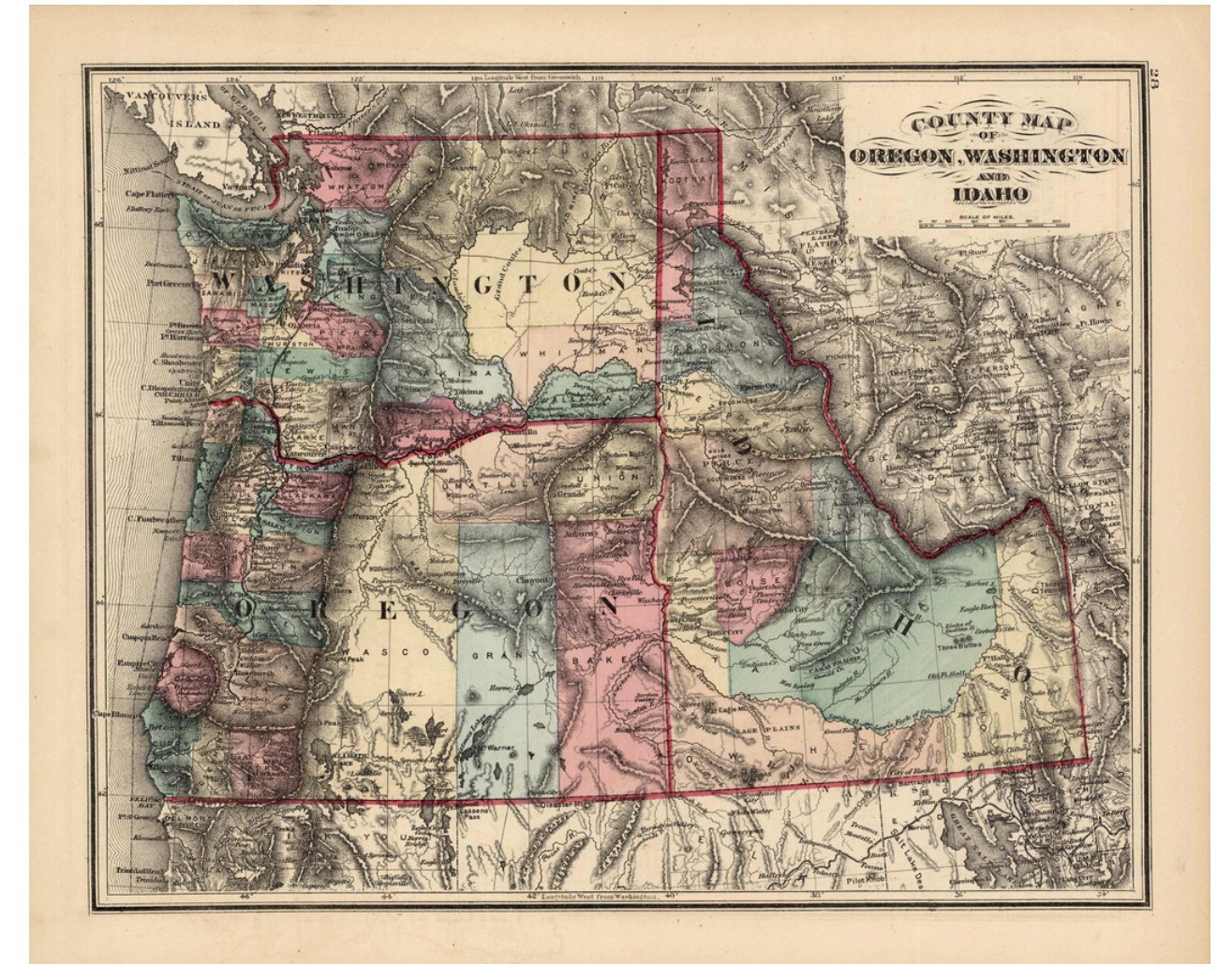
## **From By-Product to Value-Added Product**



# Criteria Evaluation: **Food Manufacturing**

## **Oregon vs. Other PNW States**

“...food manufacturing industries...are **more effective in Oregon**, where **six out of seven industries** have the highest ratio among the three analyzed states\*.”



\*Includes Oregon, Washington, and Idaho

# Criteria Evaluation: Food Manufacturing

## Existing Food Industry in Newport

*Number of Establishments*

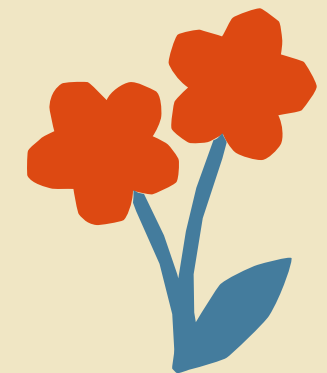
1. Animal food Manufacturing: 0
2. Animal Slaughtering and Processing: 0
3. Bakeries and Tortilla Manufacturing: 4
4. Beverage Manufacturing: 8
5. Dairy Product Manufacturing: 0
6. **Fruit and Vegetable Processing: 0**
7. **Grain and Oilseed Milling: 0**
8. **Seafood Processing: 6**
9. Sugar and Confectionery Manufacturing: 0
10. Other Food Manufacturing: 0



What is  
**Metal Fabrication?**



Industry  
Evaluation:  
**Metals**



# Value Chain: **Metal Fabrication**

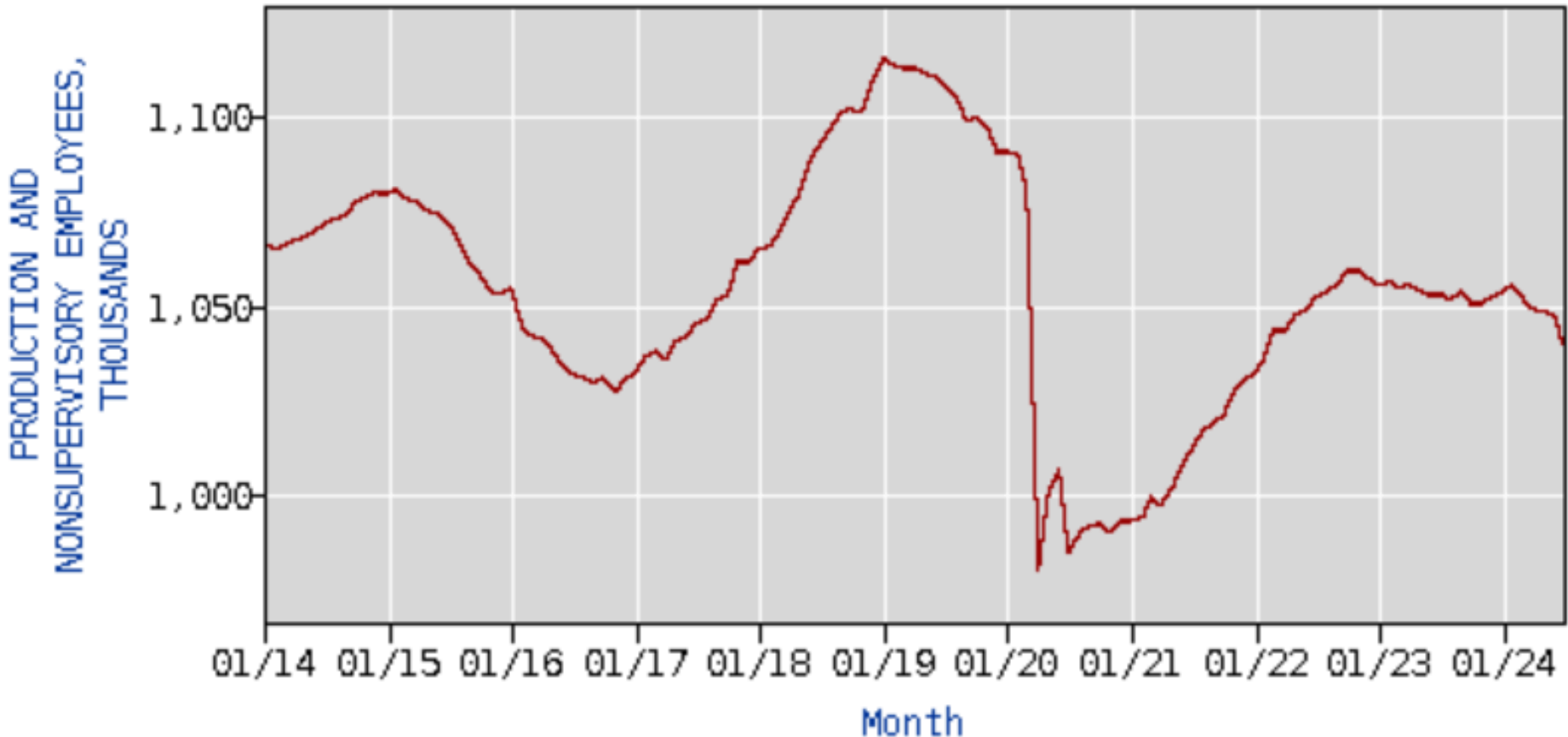


# Criteria Evaluation: **Metal Fabrication**

## **Industry Growth or Decline**

### **Fabricated Metal Product Manufacturing (NAICS 332)**

Production & Nonsupervisory Employees, Thousands  
(Seasonally Adjusted)  
01/2014 - 01/2024



# Criteria Evaluation: **Metal Fabrication**

## **Employment Projection** (2022-2032)

	<b>% Change</b>
Primary Metal Manufacturing (NAICS 331)	<b>+ 19%</b>
Fabricated Metal Product Manufacturing (NAICS 332)	<b>+ 9%</b>
Machinery Manufacturing (NAICS 333)	<b>+ 12%</b>
Transportation Equipment Manufacturing (NAICS 336)	<b>+ 12%</b>

# Criteria Evaluation: **Metal Fabrication**

## Average Wage

Industry Subsector	All Occupations	Production Employees
Primary Metal Manufacturing (NAICS 331)	<b>\$61,310</b>	<b>\$51,250</b>
Fabricated Metal Product Manufacturing (NAICS 332)	<b>\$58,120</b>	<b>\$48,830</b>
Machinery Manufacturing (NAICS 333)	<b>\$67,330</b>	<b>\$50,230</b>
Transportation Equipment Manufacturing (NAICS 336)	<b>\$72,060</b>	<b>\$52,510</b>



# Criteria Evaluation: **Metal Fabrication**

## **Educational Requirements**

### **Metal Fabrication**

- Highly automated jobs
  - Requires machine operating skills, on-the-job training
  - Transferable skills
- Welding
  - Oregon Coast Community College program
  - Port of Toledo welding training center



OREGON COAST  
COMMUNITY COLLEGE

# Criteria Evaluation: Metal Fabrication

## Environmental Sustainability

- **Mining Activities**

- Critical metals have high demand and nonrenewable
- “In the case of copper mining, **more than 80 to 90 percent** of the original rock moved **becomes waste.**” (12)
- Water contamination, air pollution, soil damage (13)

- **Processing Activities**

- Generates waste and pollution
  - Emissions, solid and liquid waste
- High energy usage
- Nonrenewable resources
  - Importance of recycling

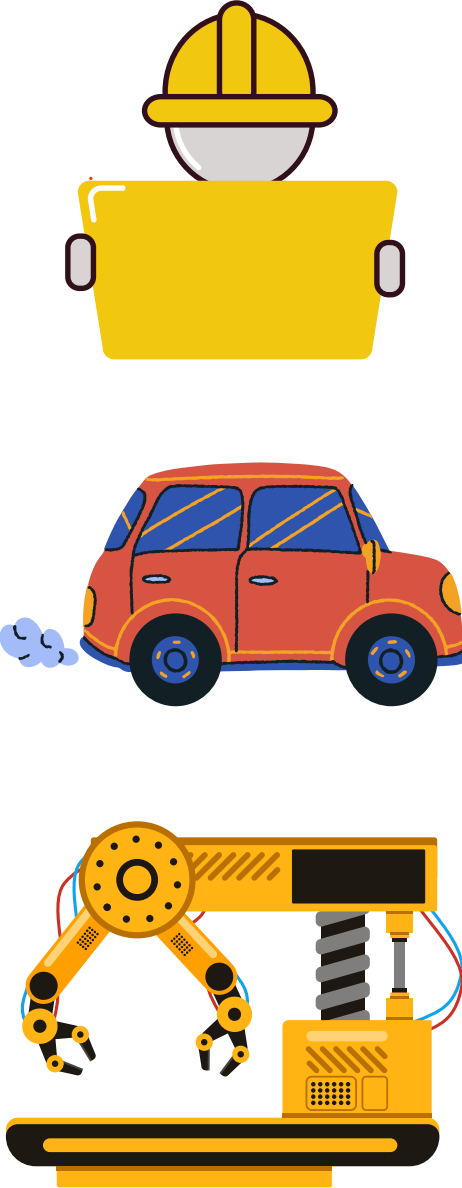


# Criteria Evaluation: **Metal Fabrication**

## **Applications for Other Industries**

### *Major Downstream Consumers of Fabricated Metal Products*

- 1. Construction
- 2. Motor Vehicle Manufacturing
- 3. Machinery Manufacturing



### *Oregon's Manufacturing Exports, 2023 (14)*

- 1. **Transportation equipment**
- 2. **Machinery**
- 3. Chemicals

# Discussion: Industry Opportunities

## Mass Timber

### Advantages

- **Sustainability**
  - Lower embodied carbon than other building materials
  - Storage of carbon
- **Regional Advantage**
  - Proximity to OSU, Tallwood Design Institute; opportunity for workforce training and innovation
  - High location quotient for forestry and wood manufacturing
- **Broader Impact**
  - Contribute to housing construction

### Drawbacks

- **Uncertainty**
  - Not widely adopted as building material
  - Sawmill closures
- **Industry in the Region**
  - Most companies located close to Portland, I-5
  - Port of Portland mass timber operation
- **Advanced Skills Required**
  - Highly automated
- **Wages**
  - Barely above MIT Cost of Living calculation

## Food Manufacturing

### Advantages

- **Industry Development**
  - Overall growth
- **Wages**
  - Greater than MIT Cost of Living
- **Local and Regional Benefits**
  - Advantages for industry in Oregon
  - Support local industries (Commercial fishing, local growers, service industry)
- **Sustainability**
  - Opportunity to reduce waste by transforming by-products into other products

### Drawbacks

- **Infrastructure Needs**
  - Wastewater treatment
- **Advanced Skills Required**
  - Highly automated; workforce may not exist in Newport
- **Environmental Impact**
  - High usage of water and energy
  - Pollution and organic waste

## Metal Fabrication

### Advantages

- **Projected Growth**
  - Industry and supporting activities expected to grow
- **Wages**
  - Highest wages of all industries examined
- **Many Applications**
  - Construction industry, transportation equipment manufacturing, machinery manufacturing, etc.
- **Educational Requirements**
  - Transferable skills from other manufacturing industries
  - Oregon Coast Community College welding program and training center at Port of Toledo

### Drawbacks

- **Environmental Harm**
  - Mining and processing create waste and cause environmental damage
  - Nonrenewable resources in high demand
- **Industry Decline**
  - Has not returned or come close to 2019 industry employment peak

# Acknowledgements



**Oregon State University**  
Marine and Coastal  
Opportunities



**Mentor: Aaron Bretz, Director of Operations**  
*Port of Newport*



**SEA-BIRD**  
SCIENTIFIC



**Oregon State University**  
College of Forestry

**PORT OF NEWPORT RV RETREAT CONCEPTUAL DESIGN**

## INTRODUCTION

**Retreat** (n): *A place of privacy or safety. Refuge.*

The Newport RV Park at South Beach is comprised of three components. The main section of the park is simply known publicly as the Newport RV Park, and is comprised of the majority of the sites operated by the Port.

The Annex is a smaller grouping of sites across from Rogue Brewery that has a failing infrastructure and lower-cost sites currently available for longer-term use. The existing RV Park Annex will continue to generate revenue and maintain its identity until it is eventually decommissioned and converted into a parking lot.

The third component is the Dry Camp, which is used for non-hookup camping and overflow trailer storage.

This project consists of a conceptual design phase to develop the Dry Camp site into a new precedent for the future of all Newport RV Park assets.

The current development project offers a **unique opportunity to rebrand the site** formerly known as “Dry Camp,” which was named for its lack of utility hookups. As this area is transformed into a modern RV destination with full amenities, the transition phase calls for a **fresh name** that not only reflects the enhanced offerings, but also resonates with potential visitors, driving marketing efforts and fostering a distinct sense of place.

For the purposes of this report, we’ll use the name: **“RV Park Retreat”** to distinguish the new development from the existing facilities, ensuring clarity and a clear focus on the unique identity of this upgraded RV destination.

## BACKGROUND

The Newport RV Retreat project is part of the broader efforts by the Port of Newport to maximize the utility and profitability of its properties in the South Beach area. The development site, originally known as the “Dry Camp,” provided RV camping without hookups and was primarily used by transient visitors looking for a basic, low-cost camping option. Over time, however, the need for more modern facilities that cater to the evolving preferences of RV travelers has become apparent.

This Retreat Project is aligned with the Port’s Capital Improvement Plan, which prioritizes infrastructure upgrades and sustainable development to support the long-term economic vitality of the region. The project focuses on upgrading existing infrastructure, adding modern amenities, and creating a serene, nature-oriented environment for visitors. With the goal of enhancing the overall visitor experience and increasing revenue generation for the Port, the Newport RV Retreat will feature full-service RV hookups, improved roadways, and a range of communal spaces designed to foster community interaction and relaxation. The development will align with the Port’s broader strategic objectives, emphasizing sustainability, economic growth, and community integration.

## OVERVIEW

The Newport RV Retreat project is a strategic development initiative aimed at transforming an underutilized Dry Camp Site and overflow parking lot into a premier RV Park destination that aligns with the broader economic, environmental, and community goals of the Port of Newport. Located in the vibrant South Beach area of Newport, Oregon, the project seeks to capitalize on the site’s unique waterfront access, proximity to cultural and recreational attractions, and strong tourism potential to create a sustainable and revenue-generating asset.

## GOALS AND OBJECTIVES

### **Economic Growth**

Maximize the revenue potential of the park while supporting the broader economic development goals of the Port and the City of Newport.

### **Visitor Experience**

Enhance the visitor experience through modern amenities, ease of access, and a visually appealing environment.

### **Sustainability**

Incorporate eco-friendly design principles to minimize environmental impact and ensure long-term viability.

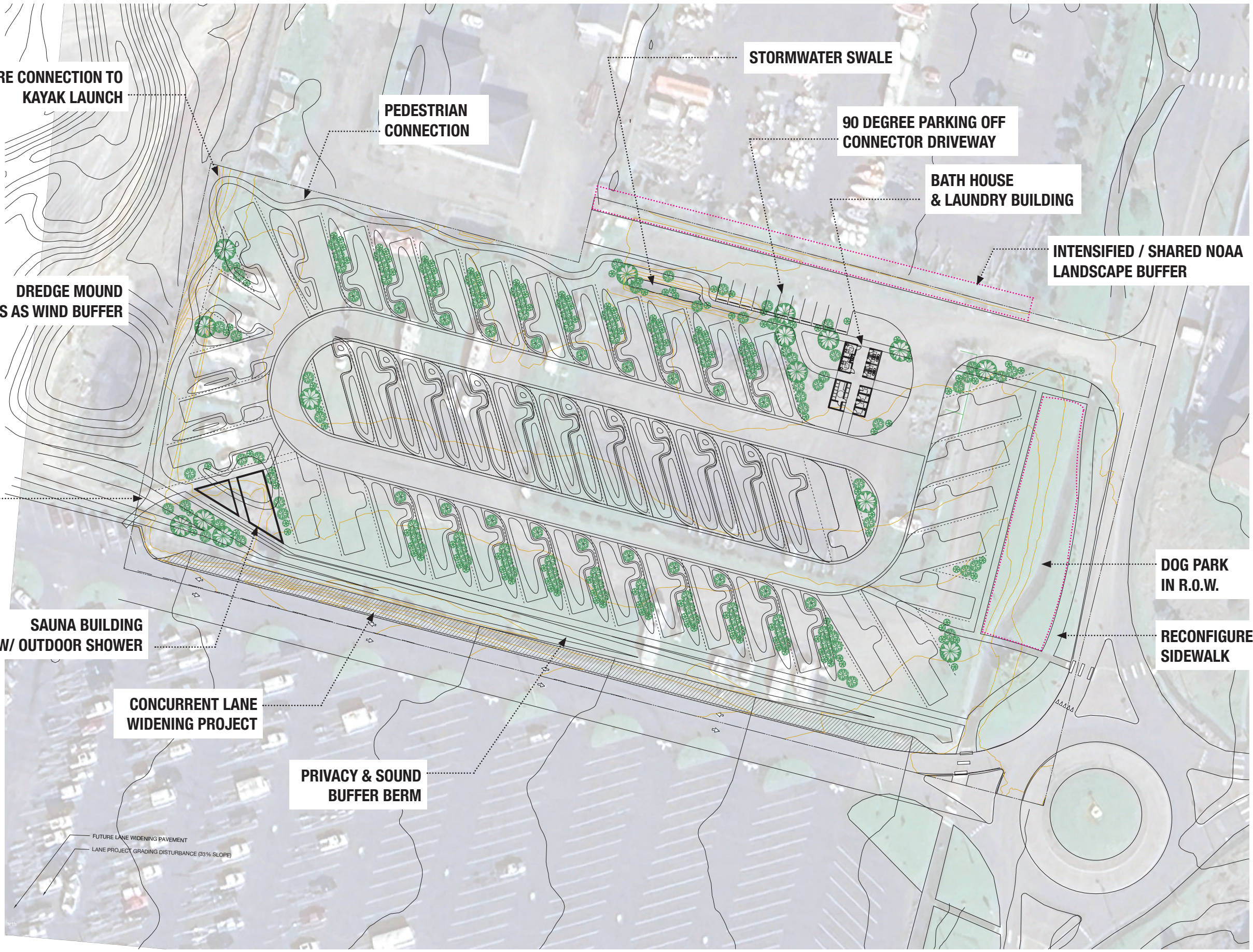
### **Community Integration**

Create a welcoming space that fosters community interaction and connects seamlessly with surrounding attractions.

### **Compliance and Coordination**

Ensure that the project adheres to all relevant regulatory requirements and aligns with ongoing capital improvement initiatives.





7919 N VINCENT AVE  
PORTLAND, OR 97217  
GOODWORK.DESIGN  
(503) 557-6895



SITE SELECTION FOR  
**NEWPORT RV PARK ANNEX**  
NEWPORT, OR

PROJECT NO. 23032  
DATE: 06.11.2024  
DRAWN BY: DMK/MAM  
CHECKED BY: DMK

REVISIONS	
NO.	NAME
-	-
-	-
-	-
-	-

CONCEPT  
SITE PLAN  
SCHEME 1

**A0.01**

## ARCHITECTURAL DESIGN STATEMENT

The architectural design for the Newport project is rooted in a modern interpretation of West Coast vernacular, emphasizing functionality and aesthetic coherence with its natural surroundings. The conceptual design incorporates a series of open-air breezeways that promote natural ventilation and light, minimizing energy consumption while enhancing the indoor environmental quality. These breezeways not only facilitate seasonal cooling and warming but also establish a seamless integration between the building's interior and the local microclimate.

Structurally, the buildings are designed to be low maintenance and highly resilient, capable of withstanding salt air and flooding events—key considerations given its coastal location. The material palette is carefully selected to ensure that the structures not only blend with the natural landscape but also age gracefully with minimal upkeep. This includes materials that embody the area's aesthetic while offering durability and reduced lifecycle costs.

Sustainability is a cornerstone of the project, with designs that set a precedent for future architecture in Newport. Energy efficiency measures are integrated throughout, including the strategic use of natural light and the implementation of down-lighting to mitigate light pollution. The structural layout and materials are chosen not only for their functional properties but also for their ability to create a psychologically engaging experience for visitors.

The site plan includes diverse functional spaces that enhance the usability and safety of the development. For instance, unisex rooms are designed to maximize privacy and safety. The inclusion of a spa building introduces a sauna experience, positioning it as a unique attraction that differentiates it from nearby competition. Additionally, the project incorporates 'bonus' public spaces that offer expansive views of the natural environment and serve as communal gathering spots.

Connectivity is a key theme, with pedestrian pathways designed to weave through the site, enhancing circulation and encouraging physical activity. These paths lead to a shared dog park, which serves the dual purpose of providing exercise space for pets and acting as a natural buffer from the roadway.

The multifunctional bathroom building—requiring a more apt name—includes integrated showers and private changing areas, adding convenience and accessibility for visitors. This building also houses a laundry facility, further extending its utility.

Overall, the architectural design concepts for the Newport project are crafted to embody resilience, sustainability, and a deep respect for the local environment, aiming to create a landmark that resonates with both residents and visitors alike.

SHOWER AND LAUNDRY BUILDING PERSPECTIVE



## ENGINEERING OVERVIEW

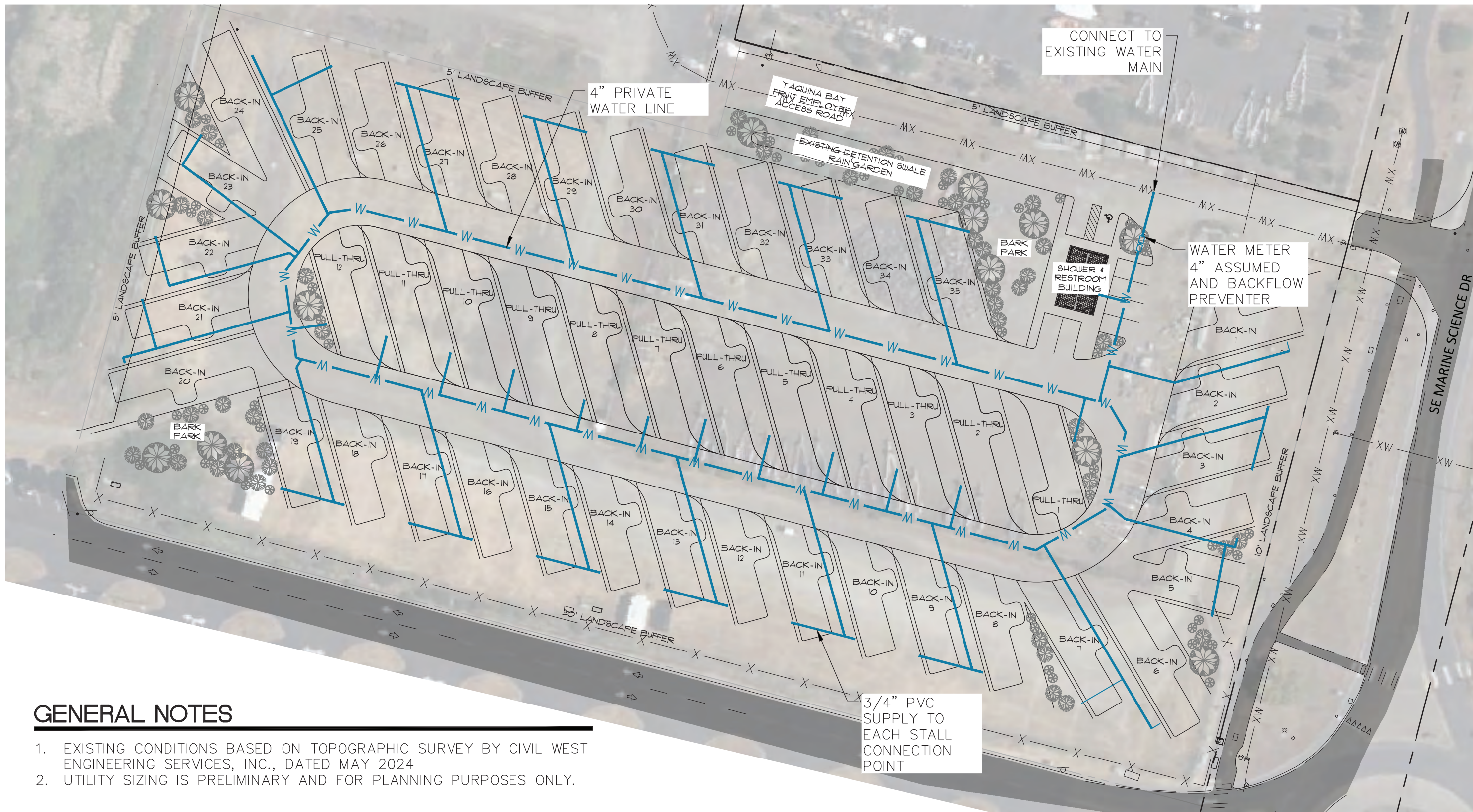
The engineering strategy for the Newport RV Retreat project is focused on integrating site-specific conditions with functional design requirements, while ensuring compliance with relevant codes and facilitating coordination with ongoing port projects. Initial site surveys and topographical findings indicate that the sewer system can be designed without the need for pumping, as the existing elevation and slope appear sufficient for gravity flow. However, the final grading and depth of the public sewer system will ultimately determine if any portions of the site will require a private pumping system.

## WATER UTILITY

The water infrastructure design accounts for a fixture unit estimate totaling 603 F.U., leading to an increase in the assumed water meter size from 2" to 4". The system is planned with a looped configuration to ensure consistent pressure distribution. Provisions are made for a commercial water meter vault and backflow preventer, with the final location to be determined based on site layout preferences. The need for sectioning the water system is also under consideration to balance operational complexity with repair flexibility.

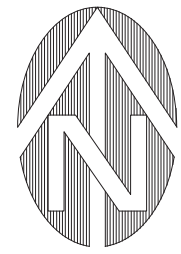
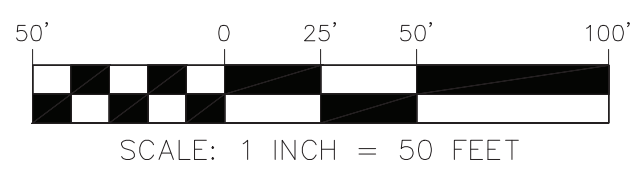
Two water configuration alternatives were developed based on the Port's feedback. The first option minimizes water lines under pavement, while the second reduces pipe lengths and installation costs. Functionally, the first option, which features a looped system, is recommended due to its potential to maintain stable water pressure and operational flexibility. The system is designed to operate within the city's pressure zone, which is expected to provide between 40-80 PSI, likely leaning towards the higher end due to the site's lower elevation.

DRAWING NAME: j:\3020-001\23\6- ENGINEERING\3- CAD\EXHIBITS\2024-001 WATER EXHIBIT.DWG 2024/06/07 - 08:47AM - JPB



### GENERAL NOTES

1. EXISTING CONDITIONS BASED ON TOPOGRAPHIC SURVEY BY CIVIL WEST ENGINEERING SERVICES, INC., DATED MAY 2024
2. UTILITY SIZING IS PRELIMINARY AND FOR PLANNING PURPOSES ONLY.

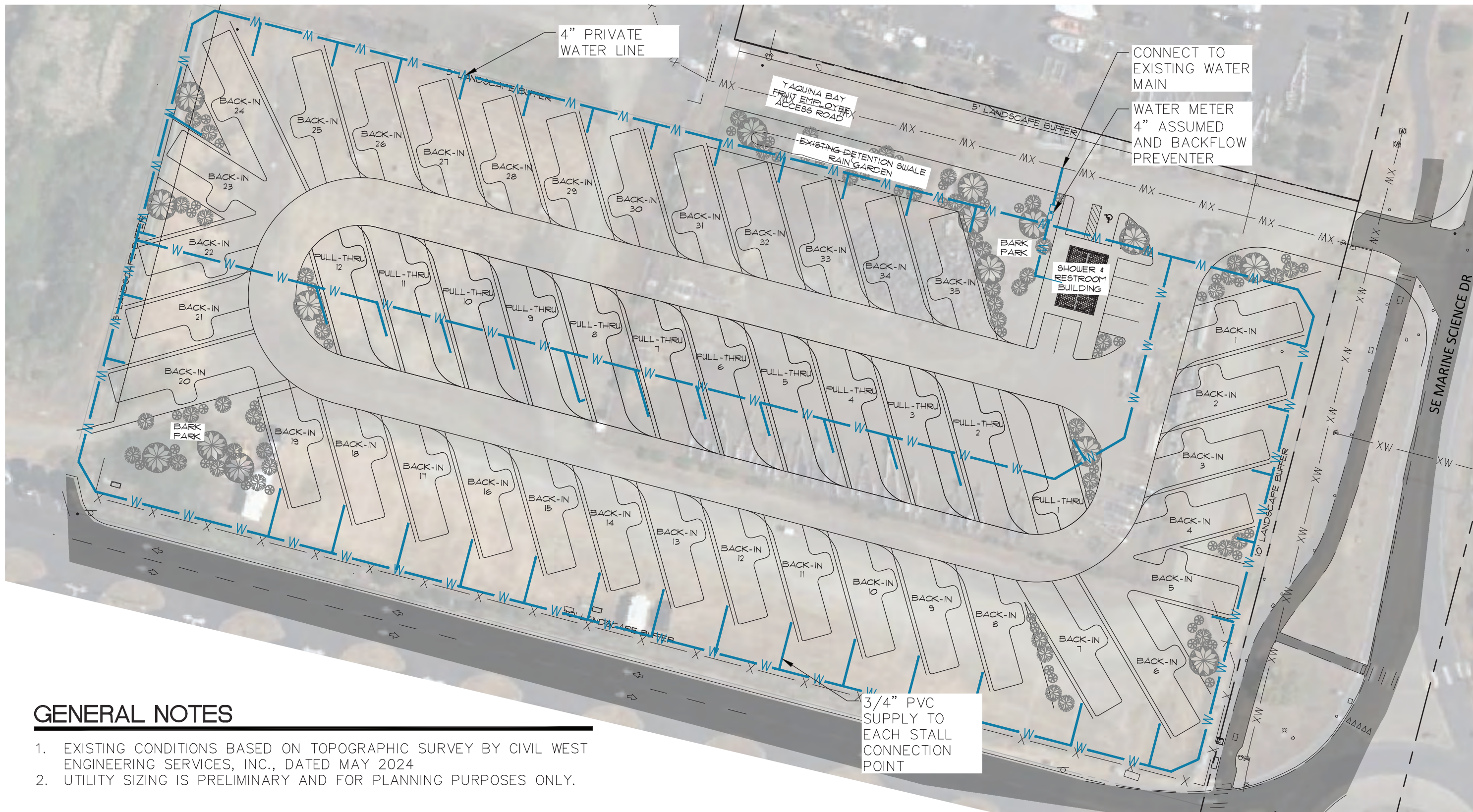


DATE	6/2024
REVISION	0
DRAWN BY	CJC
CHECKED BY	JPB
JOB NO.	3020-001

**NEWPORT RV PARK**  
NEWPORT, OR  
WATER EXHIBIT - OPTION 1

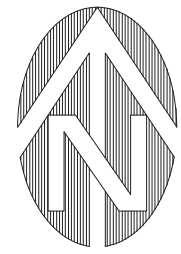
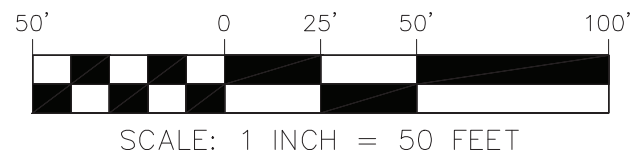
**WESTLAKE CONSULTANTS**  
Planning | Engineering | Surveying

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JOB NO.	3020-001

**NEWPORT RV PARK**  
NEWPORT, OR  
WATER EXHIBIT OPTION 2

**WESTLAKE CONSULTANTS**  
Planning | Engineering | Surveying

## SANITARY & STORM SEWER

The sewer design anticipates using a gravity system for the majority of the site. However, depending on detailed Construction Documents grading design, some stalls may require connection to a private wet well, which would pump wastewater to the gravity system.

Alternatives, including raising the site with imported fill, are being considered to avoid the need for pumping, though this may affect the site's natural wind protection.

The grading plan is heavily influenced by existing site conditions, including a large drainage ditch/swale and a drainage pond to the northwest.

The drainage configuration requires additional design and engineering to be conducted during the Construction Documents phase. Coordination with ongoing Port projects is critical to ensure that the drainage plan aligns with infrastructure improvements in South Beach.

## ROADWAY AND PARKING

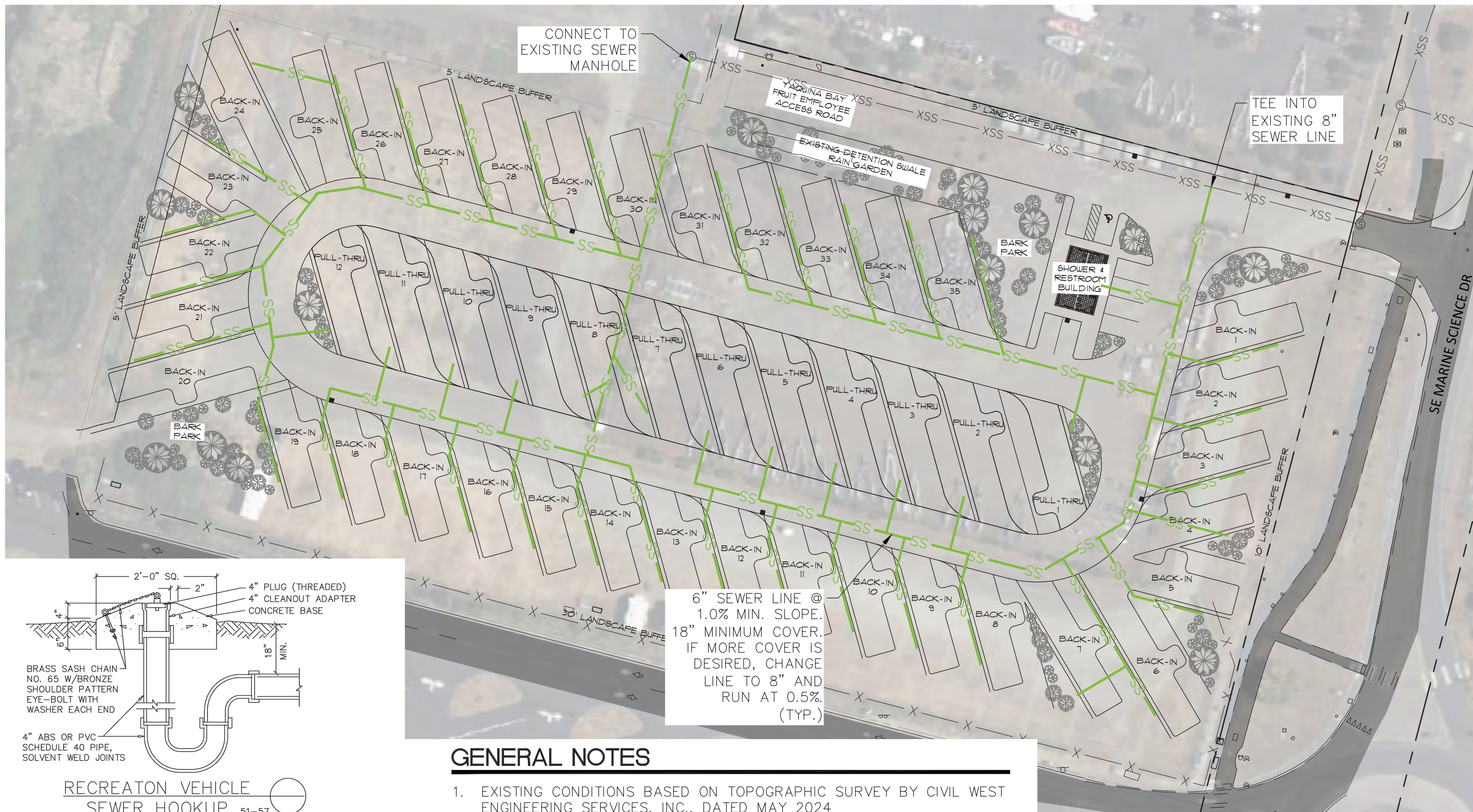
The roadway and parking design must consider both internal circulation and access for emergency vehicles. The driveway width is contingent on whether aerial rig access is needed, with minimum clear widths of 20' to 26' required based on the final determination. Parking stalls in the northern area must be planned around or potentially relocate an existing drainage ditch. The design also needs to accommodate turning radii for large vehicles, including RVs and possibly fire or waste vehicles.

A consultation with the Fire Marshall is recommended to finalize firefighting access strategies, which will influence the need for on-site hydrants.

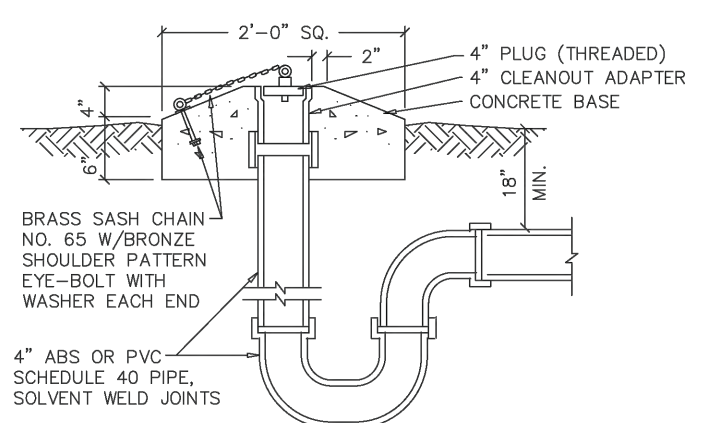
## COMPLIANCE

A comprehensive code review has been conducted, revealing no setback requirements for water-related zoning. However, the location of amenities such as the dog run may need adjustment to comply with zoning regulations, particularly regarding its placement in the public right-of-way. The team will need to request additional records from the Port and other agencies to ensure full compliance with all regulatory and environmental requirements.

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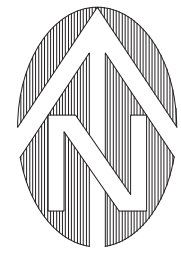
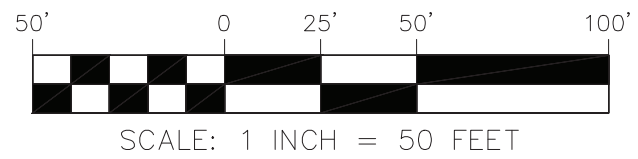


6" SEWER LINE @ 1.0% MIN. SLOPE. 18" MINIMUM COVER. IF MORE COVER IS DESIRED, CHANGE LINE TO 8" AND RUN AT 0.5% (TYP.)



### GENERAL NOTES

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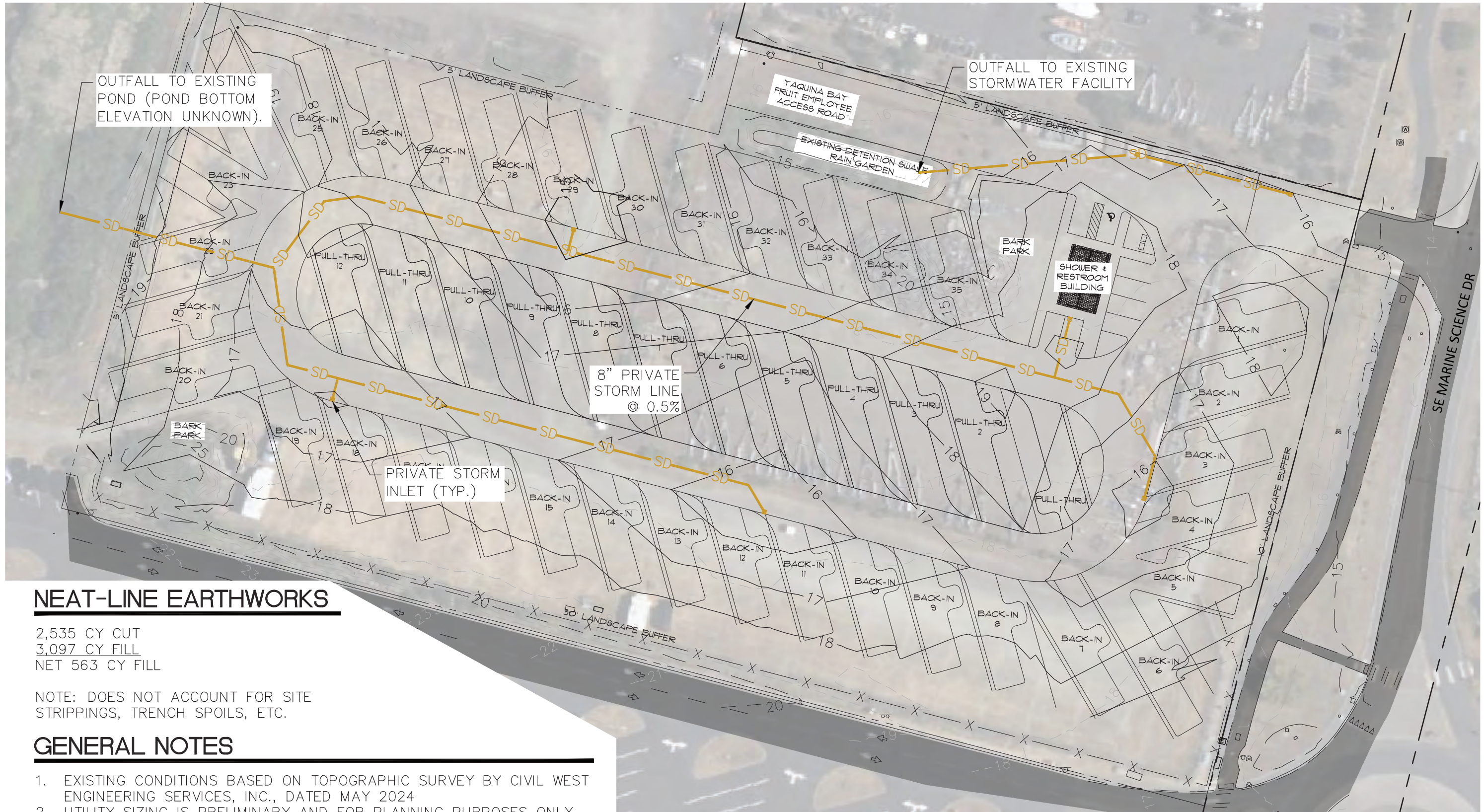
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**NEWPORT RV PARK**  
NEWPORT, OR  
SEWER EXHIBIT

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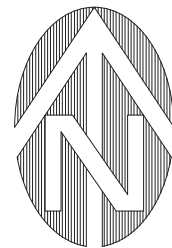
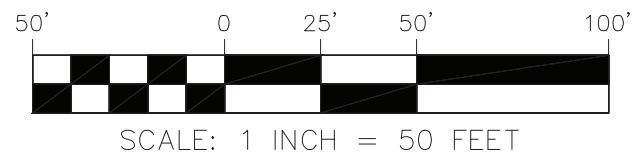
### NEAT-LINE EARTHWORKS

2,535 CY CUT  
3,097 CY FILL  
NET 563 CY FILL

NOTE: DOES NOT ACCOUNT FOR SITE STRIPPINGS, TRENCH SPOILS, ETC.

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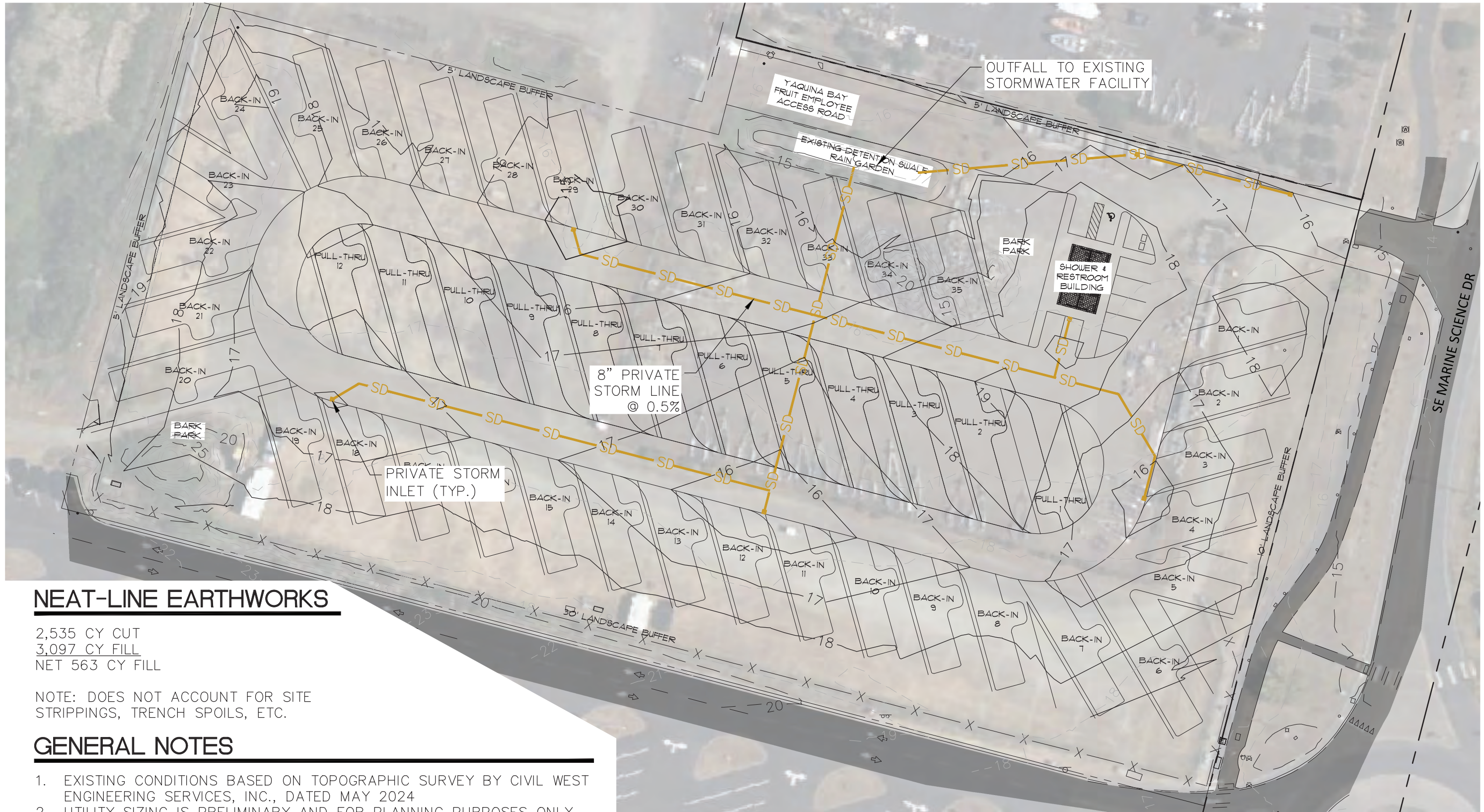
NEWPORT RV PARK  
NEWPORT, OR

STORM AND GRADING EXHIBIT - OPTION 2



Planning | Engineering | Surveying

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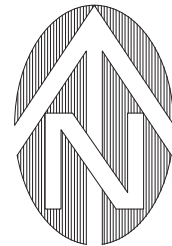
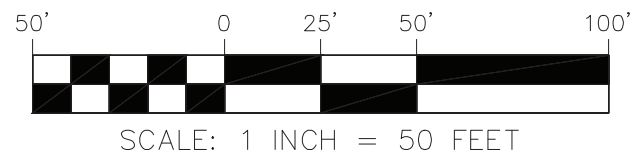
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**NEWPORT RV PARK**  
NEWPORT, OR  
STORM AND GRADING EXHIBIT - OPTION 1

**WESTLAKE CONSULTANTS**  
Planning | Engineering | Surveying



**Legend**

- Ⓧ SD\_Manhole
- SD\_Catch\_Basin
- SD\_Main
- Ⓜ SS\_Manhole
- SS\_Main\_Gravity
- SS\_Fitting\_Gravity
- ⊕ W\_Hydrant
- W\_Main
- PS SS\_Pump\_Station

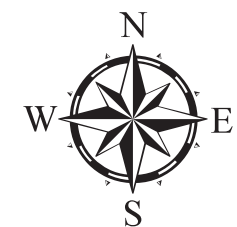
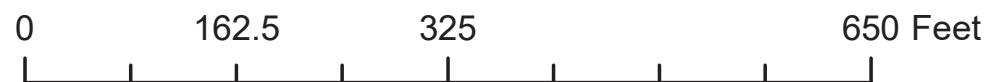


**City of Newport  
Engineering Department**

169 SW Coast Highway Phone: 541-574-3366  
Newport, OR 97365

**Port of Newport - SE Marine Science Dr**

This map is for informational use only and is not suitable for legal, engineering, or surveying purposes. It includes data from multiple sources. The City of Newport assumes no responsibility for its use and users of this map are cautioned to verify all information with the City of Newport Engineering Department.



## STALL CONFIGURATION AND LAYOUTS

### Overview

The stall configuration for the Newport RV Retreat has been designed to accommodate a range of RV sizes, with a focus on flexibility and ease of use. The design prioritizes Class A RVs, which are typically the largest and most demanding in terms of space and maneuverability. The standard stall dimensions will be approximately 16 feet wide, with additional space between stalls to allow for landscape screening and privacy.

### Flexibility

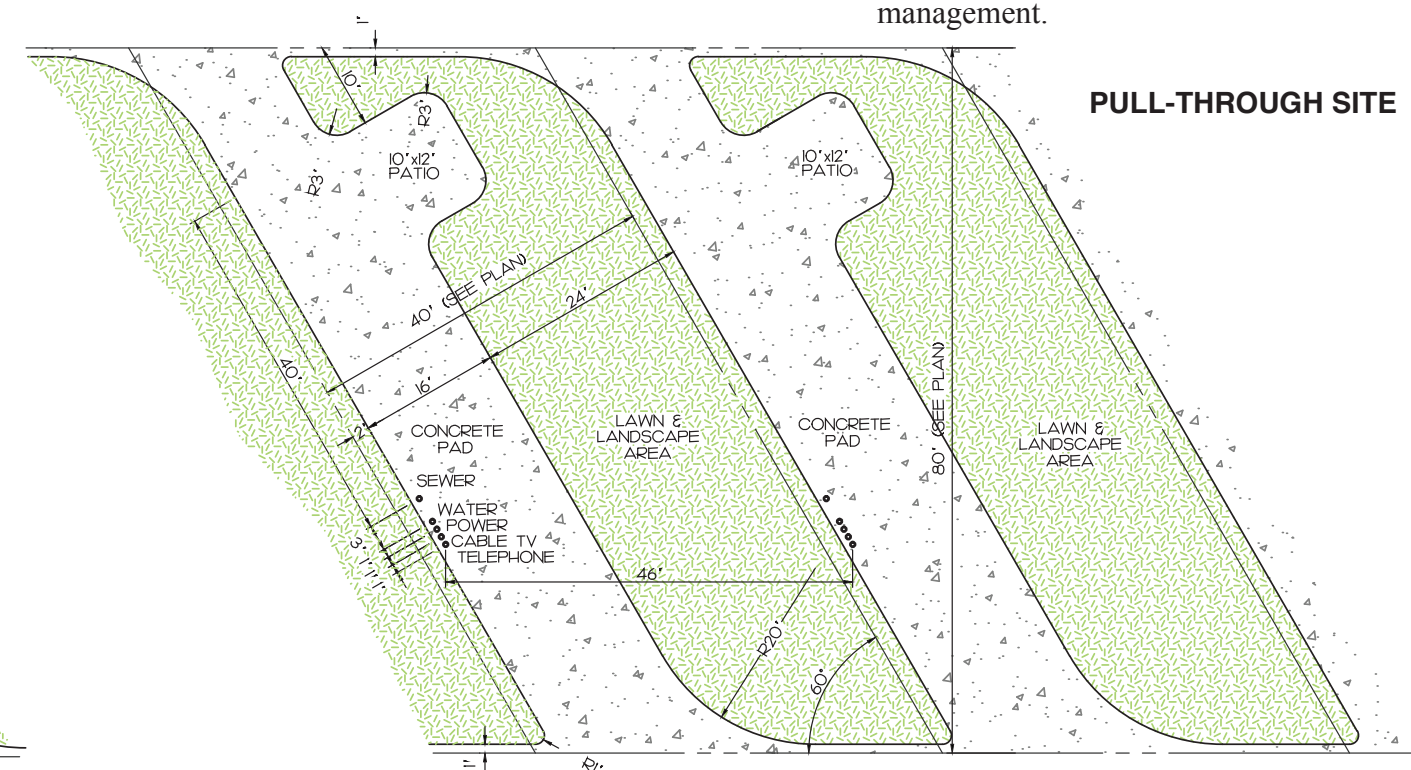
These dimensions are flexible and can be adjusted to incorporate pathways and landscaping elements without compromising the functionality of the RV park. The design aims to balance the need for generous stall dimensions with efficient land use, ensuring that the park can accommodate a high volume of guests while maintaining a pleasant, open environment.

### Pull-Through and Back-In Configurations

The RV park will feature a mix of pull-through and back-in stalls, designed to maximize convenience and cater to the preferences of different RV users. Pull-through stalls will be particularly useful for larger RVs and those with tow vehicles, allowing easy access and exit without the need for complex maneuvers. Back-in stalls will provide a more traditional option, with a design that considers ease of use while optimizing the available space. Both configurations will be designed with a 48-foot turn radius, which should be adequate for most RVs, although this will be reviewed in consultation with the Fire Marshal to ensure compliance with safety standards.

### Utility Hookups and Service Access

Utility hookups will be provided at each RV stall, including water, sewer, and electrical connections. The layout will ensure that these services are easily accessible while being discreetly integrated into the landscape to minimize visual impact. The water system will be looped to maintain consistent pressure, with sectioning to allow for isolated repairs when necessary. Sewer hookups will be designed to connect to either a gravity system or a private wet well, depending on the final grading plan. Electrical service will be installed with sufficient capacity to meet the demands of modern RVs, with provisions for future upgrades if needed. Additionally, the park will include strategically placed trash bins, adhering to the guidance of one bin per 300 feet, ensuring convenience for guests and efficient waste management.



## LANDSCAPE ARCHITECTURE

The landscape design strategy for the Newport RV Retreat prioritizes the integration of natural features, sustainable practices, and creating spaces that enhance the user experience. Key elements include establishing visual vegetative buffers, optimizing small interspatial areas, and incorporating substantial landscape areas for communal activities. A 12-15 foot wide vegetative buffer is recommended to achieve an effective natural screen, incorporating trees, shrubs, and groundcovers. Smaller interspatial areas between RV spaces will focus on spatial screening, while larger landscape zones will be developed for community use, including features like dog parks, natural play equipment, and picnic areas.

### **Native Plant Selection and Xeriscaping**

The plant selection will emphasize native species and xeriscaping principles to minimize water usage and ensure that the landscape is resilient to local climate conditions. The selection will include a mix of drought-tolerant grasses, shrubs, and trees that require minimal maintenance while providing aesthetic and ecological benefits. This approach will reduce the need for irrigation and create a more sustainable environment that aligns with the natural character of the Oregon coast.

### **Environmental Impact Mitigation**

Environmental considerations are central to the landscape design, with a focus on minimizing the park's ecological footprint. Stormwater management will be integrated into the landscape through the use of bio-retention areas, rain gardens, and vegetative swales that naturally filter and absorb runoff. Additionally, the design will prioritize the conservation of existing natural features and the use of sustainable materials, contributing to the overall environmental stewardship goals of the Port of Newport.

### **Port Environmental Initiatives and Compliance**

The landscape design will align with the Port's broader environmental initiatives, incorporating sustainable practices and complying with all relevant regulations. This includes ensuring that all stormwater management systems meet local and state requirements and that the design contributes to the Port's goals of reducing environmental impact and promoting sustainability in all its operations.

### **Area Attractions and Tourism Trends**

The landscape architecture will also consider the broader context of Newport as a tourist destination. The design will enhance the park's appeal by creating attractive, functional spaces that cater to both short-term visitors and longer-term residents. Proximity to local attractions such as the Rogue Distillery, Oregon Coast Aquarium, and South Beach State Park will be emphasized in the layout, providing seamless connections to these nearby points of interest and making the RV Retreat an integral part of the local tourism landscape.

# LANDSCAPE ARCHITECTURE CONCEPT IMAGES



DIRECT RELATIONSHIP TO OREGON COASTAL LANDSCAPE CHARACTER



EVOKING A SENSE OF NATURAL MATERIALS IN A NATURAL ENVIRONMENT



CAMPGROUND FURNISHINGS



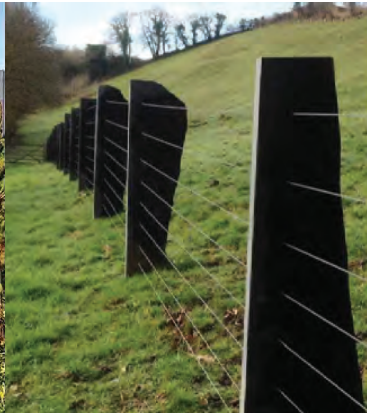
CAMPGROUND NATURE PLAY



DOG FRIENDLY



MINIMALIST FENCE DESIGN IN SELECT AREAS



SMITH  
LANDSCAPE  
ARCHITECT

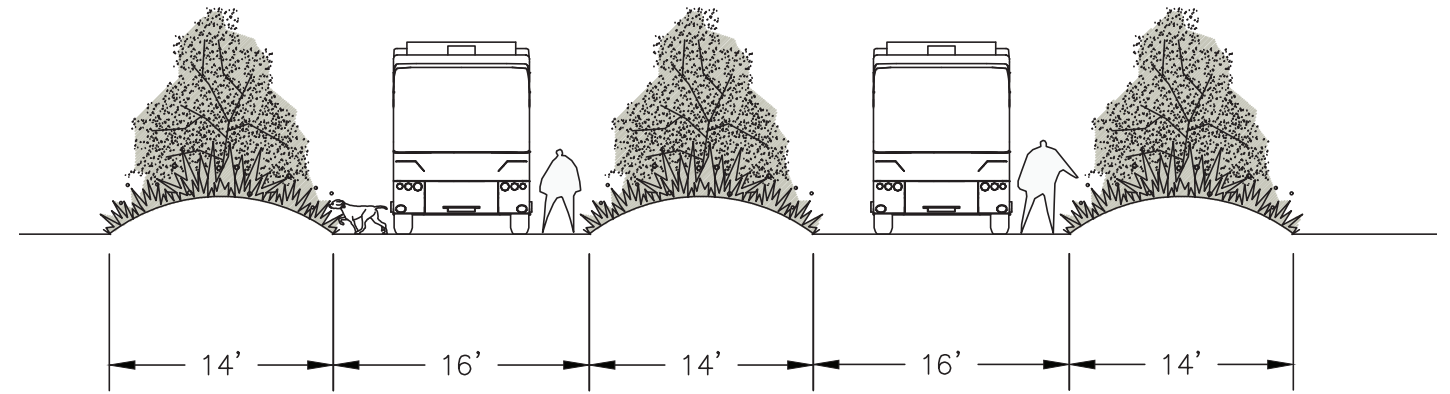
## LANDSCAPE ARCHITECTURE, CONTINUED

### Integration of Natural Features

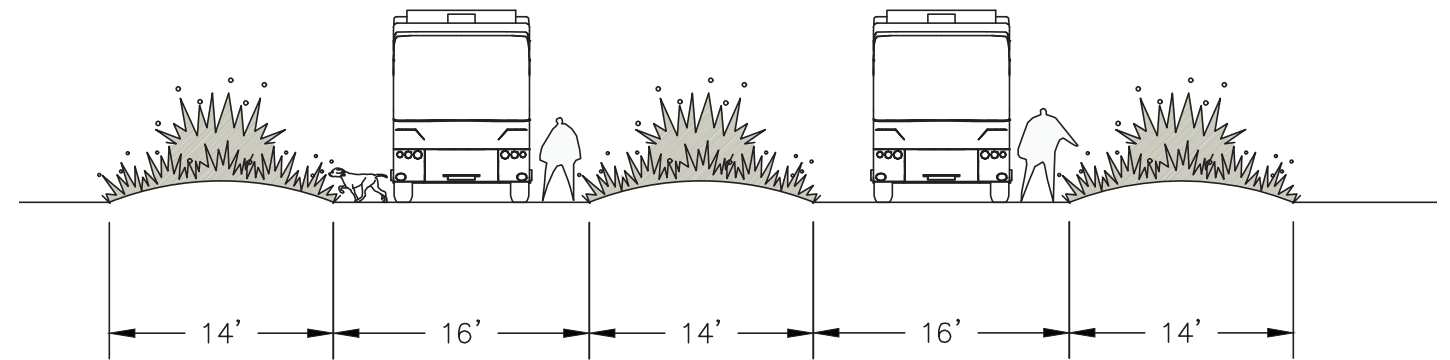
Existing natural features such as the site's wind breaks and slight topographical depressions will be preserved and enhanced. The design will take advantage of the natural wind protection provided by the adjacent dredge disposal site, using the topography to create sheltered spaces that improve visitor comfort. Additionally, views of the Newport Bridge and nearby water bodies will be framed and highlighted through strategic planting and site layout decisions, enhancing the connection between the park and its surrounding environment.

### Hardscape and Softscape Elements

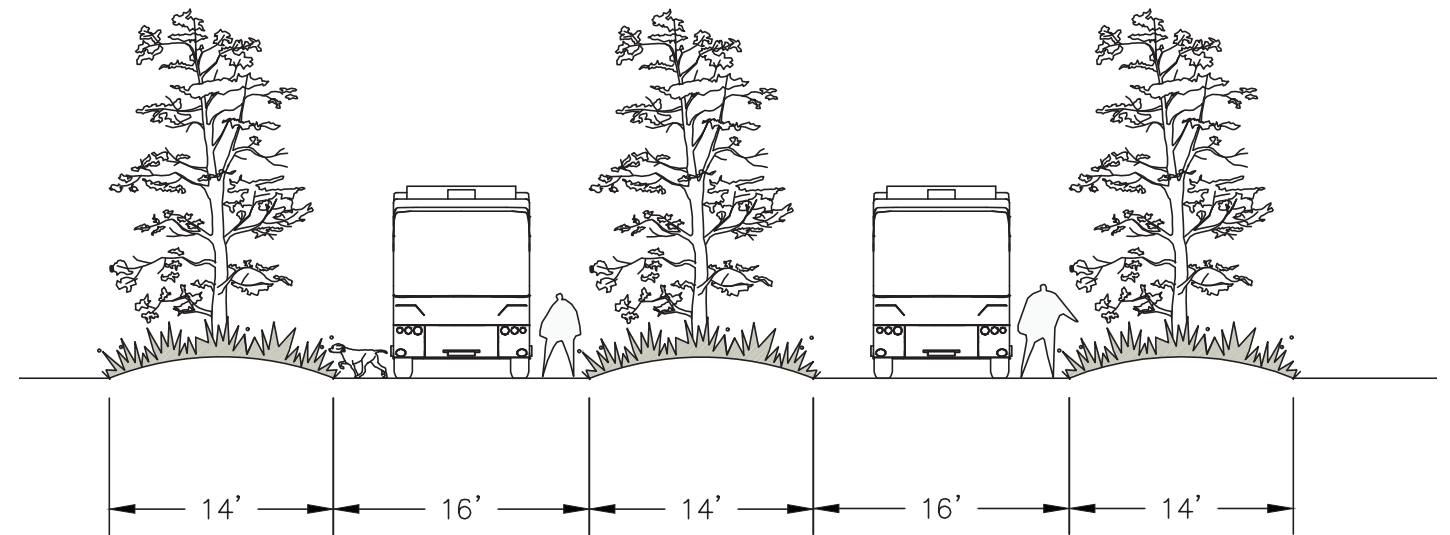
The hardscape will consist of permeable paving materials to facilitate natural groundwater recharge and manage stormwater runoff. Pathways, picnic areas, and communal spaces will be defined using locally sourced stone and wood, creating a cohesive aesthetic that ties into the surrounding landscape. Softscape elements, including lawn areas and mulched beds, will be strategically placed to reduce maintenance needs and enhance the overall user experience.



TALL SHRUB & GRASSES MOUND SCREENING



HIGH AND LOW GRASSES MOUND SCREENING



SHORE PINE AND LOW GRASSES MOUND SCREENING



*ABRONIA LATIFOLIA*  
YELLOW SAND VERBENA



*ACHILLEA MILLEFOLIUM*  
YARROW



*BACCHARIS PILULARIS SPP. CONSANGUINEA*  
COYOTE BRUSH



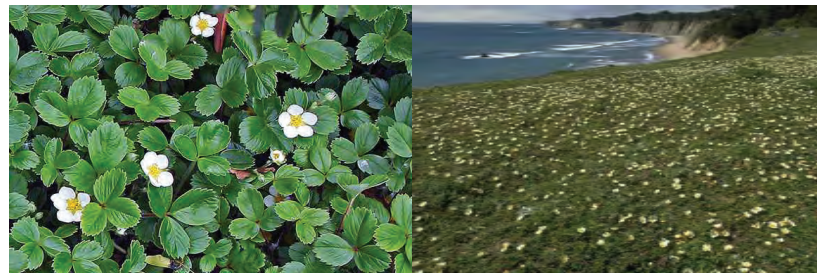
*CALAMAGROSTIS NUTKAENSIS*  
PACIFIC REED GRASS



*CAREX MACROCEPHALA*  
LARGE-HEAD SEDGE



*FESTUCA RUBRA*  
RED FESCUE



*FRAGARIA CHILOENSIS*  
COASTAL STRAWBERRY



*GAULTHERIA SHALLON*  
SALAL



*LEYMUS MOLLIS*  
AMERICAN DUNE GRASS



*LONICERA INVOLUCRATA*  
TWINBERRY HONEYSUCKLE



*MYRICA CALIFORNICA*  
PACIFIC WAX MYRTLE



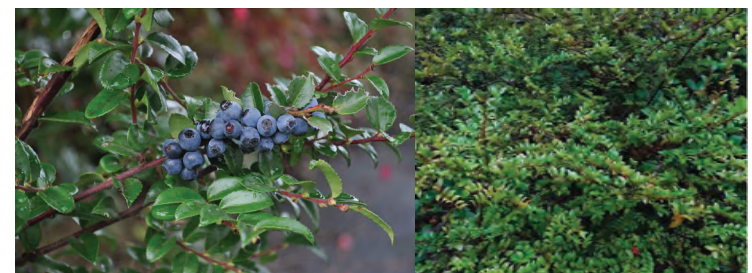
*POA MACRANTHA*  
SEASHORE BLUEGRASS



*POLYGONUM PARONYCHIA*  
BEACH KNOTWEED



*PINUS CONTORTA*  
SHORE PINE



*VACCINIUM OVATUM*  
EVERGREEN HUCKLEBERRY

## NEWPORT RV PARK PLANT LIST

03-03-2024

BOTANICAL NAME	COMMON NAME
<i>ABRONIA LATIFOLIA</i>	YELLOW SAND VERBENA
<i>ACHILLEA MILLEFOLIUM</i>	COMMON YARROW
<i>BACCHARIS PILULARIS SPP. CONSANGUINEA</i>	COYOTE BRUSH
<i>CALAMAGROSTIS NUTKAENSIS</i>	PACIFIC REED GRASS
<i>CAREX MACROCEPHALA</i>	LARGE-HEAD SEDGE
<i>FESTUCA RUBRA</i>	RED FESCUE
<i>FRAGARIA CHILOENSIS</i>	COASTAL STRAWBERRY
<i>GAULTHERIA SHALLON</i>	SALAL
<i>LEYMUS MOLLIS</i>	AMERICAN DUNE GRASS
<i>LONICERA INVOLUCRATA</i>	TWINBERRY HONEYSUCKLE
<i>LUPINUS LITTORALIS</i>	SEASHORE LUPINE
<i>MYRICA CALIFORNICA</i>	PACIFIC WAX MYRTLE
<i>POA MACRANTHA</i>	SEASHORE BLUEGRASS
<i>POLYGONUM PARONYCHIA</i>	BEACH KNOTWEED
<i>PINUS CONTORTA</i>	SHORE PINE
<i>VACCINIUM OVATUM</i>	EVERGREEN HUCKLEBERRY

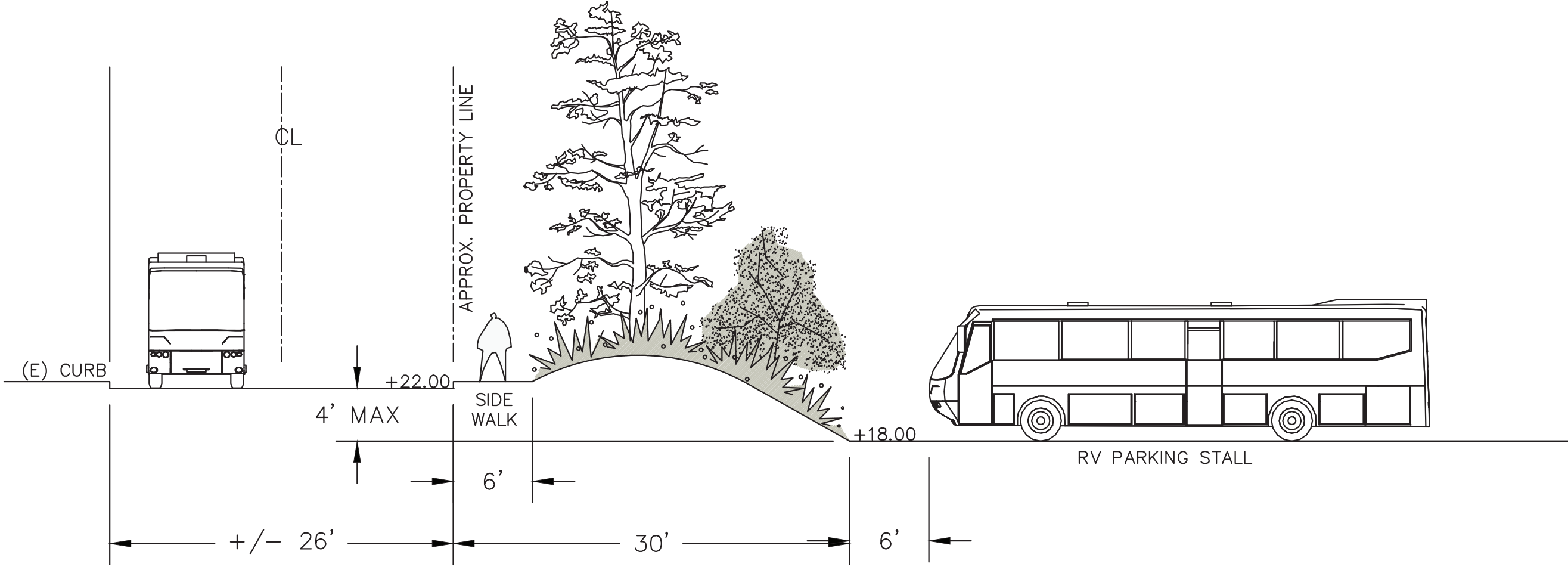
### NOTES:

- 1) ALL PLANTS ON ABOVE PLANT LIST ARE NATIVE.
- 2) *LEYMUS MOLLIS* IS OUR NATIVE DUNE GRASS. *LEYMUS MOLLIS* NATURALLY GROWS IN SPACED OUT CLUSTERS VS. SUPER DENSE 'BEACH GRASSES' WHICH COLLECT SAND.
- 3) ALL 'BEACH GRASSES' HAVE BEEN INTRODUCED AND ARE INVASIVE, INCLUDING: *AMMOPHILA ARENARIA* (EUROPEAN BEACHGRASS) AND *AMMOPHILA BREVIGULATA* (AMERICAN BEACHGRASS)

SMITH  
LANDSCAPE  
ARCHITECT



# SCREENING FROM BOAT RAMP LANES



SHORE PINE, SHRUBS, HIGH AND LOW GRASSES BERM SCREENING

CONCEPTUAL LANDSCAPE SCREENING FOR SOUTH BERM

## IMPLEMENTATION STRATEGY AND PHASING

### Project Phasing and Timeline

The Newport RV Park complex encompasses multiple distinct areas within the South Beach campus, each contributing uniquely to the overall experience. The central core RV Park continues to serve as a hub for visitors, while the existing annex, though not directly adjacent, still plays a critical role in generating revenue during the development of the RV Retreat. The Retreat, being constructed on the former Dry Camp site, represents the future of the complex, with plans to decommission the annex eventually and convert it into a parking lot. This phased approach highlights a careful balance between maintaining operations and advancing development to meet future needs.

The implementation strategy for the Newport RV Retreat will be executed in carefully planned phases to ensure efficient use of resources and minimal disruption to ongoing operations in the surrounding area. The phasing plan is designed to prioritize critical infrastructure upgrades and site preparation, followed by the construction of key amenities and the installation of utilities.

### Phase 1: Pre-Construction and Site Preparation

(Months 1-3)

- **Site Clearing and Grubbing:** Removal of existing structures, vegetation, and debris.
- **Grading and Drainage:** Initial grading to establish site contours, followed by the installation of stormwater management systems.
- **Utility Installation:** Installation of water supply lines, sewer mains, and electrical infrastructure.
- **Permitting and Compliance:** Securing necessary permits and ensuring all regulatory requirements are met.

### Phase 2: Core Construction

(Months 4-8)

- **Roadway and Parking Construction:** Paving of new private roadways with asphalt and installation of RV stalls with concrete pads.
- **Building Construction:** Erection of essential buildings, including restrooms, shower facilities, and any administrative or recreational structures.
- **Landscaping and Buffering:** Installation of landscape buffers, grading mounds, and planting, to enhance site aesthetics and provide privacy.

### Phase 3: Finalization and Commissioning

(Months 9-12)

- **Site Furnishings and Pathways:** Installation of site furnishings, such as benches and tables, and the completion of pedestrian pathways.
- **Fencing and Security:** Installation of fencing and access control systems to secure the site.
- **Final Inspections and Testing:** Conducting final inspections to ensure all systems are operational and meet safety standards.
- **Soft Opening and Commissioning:** Phased opening of the park to the public, with adjustments based on initial feedback.

## COST ESTIMATION AND BUDGETING

*Note: Please note that the cost estimates provided are based on projected market conditions and are subject to fluctuations, particularly in material costs. Local labor costs may also vary significantly due to regional supply and demand cycles. These estimates are not prepared by certified cost estimators, and actual costs may vary widely depending on the final designs, materials, and systems selected. Given that these estimates are based on numerous assumptions, they should be considered preliminary and used primarily for planning purposes.*

The cost estimation for the Newport RV Retreat has been roughly calculated based on the conceptual design of the project. The project remains within budget, based on our internal calculations, while achieving all design and operational goals. The total project cost is estimated at approximately \$2.44 million, with detailed allocations for both hard and soft costs.

### Budget Breakdown

- **Hard Costs:** \$1,948,568 estimated for construction-related expenses, including grading, utilities, roadways, buildings, and landscaping.
- **Soft Costs:** including architecture and engineering fees, additional soft costs, and contingency reserves. The overall budget of \$2.62M from the 2019 Port Capital Facilities Plan minus the hard cost estimate above includes a 34% allowance for soft cost, or approximately \$660K.
- **Architecture and Engineering Fees** are Estimated at \$234,500.

### Capital Improvement Phasing

The Newport RV Retreat development is aligned with the Port of Newport's broader Capital Improvement Plan (CIP), which outlines strategic infrastructure investments across the Port's properties. The phased approach to capital improvements includes:

- **Utility Integration:** Coordinating the installation of new water, sewer, and electrical systems with ongoing infrastructure upgrades across the Port.
- **Infrastructure Enhancements:** Phasing the construction of roadways, drainage systems, and stormwater management features in line with the Port's goals of improving site accessibility and sustainability.
- **Revenue Generation:** Prioritizing improvements that have the potential to increase revenue, such as the development of new RV stalls and amenities that cater to high-end travelers.
- **By aligning the RV Retreat development with the Capital Plan,** the project supports the Port's long-term strategic goals and maximizes the use of available resources.

### Permitting and Regulatory Compliance

Permitting and regulatory compliance are critical components of the implementation strategy. The project will adhere to all relevant local, state, and federal regulations, ensuring that the development is fully compliant with environmental, safety, and zoning requirements.

Key Compliance Areas:

- **Environmental Permits:** Securing permits related to stormwater management, wetland protection, and any potential impacts on local wildlife habitats.
  - **Building Permits:** Obtaining construction permits for all buildings, roadways, and infrastructure, ensuring adherence to the City of Newport's building codes.
  - **Accessibility Compliance:** Ensuring that all facilities meet ADA standards, providing equal access to all visitors.
- The project team will work closely with regulatory agencies to navigate the permitting process efficiently, minimizing delays and ensuring that all compliance requirements are met.



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# NEWPORT RV PARK ANNEX SITE SELECTION STUDY

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# PREFACE

Upgrading the Newport RV Park Annex could offer several benefits, aligning with the strategic goals and financial considerations of the Port of Newport. The Port’s strategic plan emphasizes the importance of modernizing and improving existing facilities to enhance overall functionality, appeal, and revenue potential. Key potential benefits of upgrading the RV Park Annex include:

1. **Increased Revenue Generation:** Upgrading the RV Park Annex could attract more visitors, leading to increased occupancy rates and higher revenue. Improved facilities and services are likely to draw both repeat and new customers.

2. **Enhanced Guest Experience:** Modern amenities and updated infrastructure would significantly improve the guest experience. This includes better accommodation facilities, utilities, and recreational areas, contributing to positive reviews and higher customer satisfaction.

3. **Operational Efficiency:** Upgrading the RV Park Annex can lead to more efficient operations. This includes the possibility of more effective space utilization, reduced maintenance costs due to newer facilities, and the potential integration of advanced reservation and management systems.

4. **Community and Environmental Benefits:** Improvements in the RV Park Annex can be designed to be environmentally friendly, aligning with sustainable practices. This could include green spaces, energy-efficient utilities, and waste management systems, enhancing the Port’s commitment to environmental stewardship.

5. **Compliance and Safety:** Upgrading the facilities ensures compliance with current regulations and safety standards, reducing potential legal and safety risks.

6. **Attracting Diverse Visitor Segments:** With upgraded facilities, the RV Park Annex can appeal to a wider range of visitors, including those seeking premium services, thereby diversifying the customer base.

7. **Long-Term Financial Stability:** By investing in the RV Park Annex, the Port can create a long-term asset that continuously generates revenue, contributing to the overall financial stability and growth of the Port’s operations.

8. **Boost to Local Economy:** An upgraded RV Park can contribute to the local economy by attracting more tourists, increasing spending in the area, and potentially creating job opportunities.

9. **Alignment with Strategic Goals:** Upgrading the RV Park Annex aligns with the broader strategic goals of the Port, including enhancing its attractiveness as a destination and maintaining its competitive edge in the region.

The Newport Capital Plan highlights the importance of strategic investments and improvements in port facilities to ensure continued growth and success. Upgrading the RV Park Annex is a step in this direction, offering both immediate and long-term benefits to the Port of Newport.



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# EXECUTIVE SUMMARY

This study is a comprehensive evaluation of two potential sites for the renovation of the Newport RV Park Annex: the existing, under-performing Current Annex, and the alternative, undeveloped Dry Camp site. This analysis is a critical component of an awarded RFCQ to design the future annex. The Current Annex presents numerous challenges, including failing infrastructure and operational inefficiencies, making it a resource drain on the Port.

The objective of this site selection study is to assess the viability and strategic benefits of both locations, taking into account zoning laws, existing infrastructure, environmental considerations, and construction feasibility. Our aim is to deliver a well-rounded recommendation to assist stakeholders in making an informed decision for the project.

## DATA ANALYSIS INSIGHT HIGHLIGHTS:

- Dry Camp is 22% larger, allowing for approximately 23% more stalls than the Current Annex, given our comparative' yield study of both properties.
- Dry Camp site achieves about 20,000 sqft more 'green area' than the Current Annex site.
- Dry Camp is more efficient in terms of stalls achieved per site area.

## KEY FINDINGS:

1. Current Annex Site: This location offers some advantages, like established (though outdated) utilities and existing zoning for an RV park for the majority of the land. However, it poses considerable challenges, including poor infrastructure, less efficient site shape, and problematic adjacency to Motel 6. The site also has concerns related to parking and construction complexities.

2. Dry Camp Site: Offering scenic views and a “blank slate” for modern utilities and amenities, this site appears to be a more flexible and attractive option. It benefits from a larger area, potential for synergy with adjacent projects, and an absence of problematic neighboring properties. However, it requires a complete build-out, which may elevate initial costs.

In conclusion, this study provides a detailed comparison of the two sites, highlighting their respective strengths and weaknesses. The findings are intended to guide the Port Commission in selecting a suitable site for the future RV Park Annex, aligning with the broader goals and resources of the community.



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# NEWPORT RV PARK ANNEX SITE SELECTION STUDY

OPTION 2 : "DRY CAMP" SITE

OPTION 1 : "CURRENT ANNEX" SITE



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# OVERVIEW: SITE DESCRIPTION



## CURRENT ANNEX

Situated adjacent to the Oregon Coast Highway 101 and Newport Bridge, the current annex site primarily serves as an extension to the Newport RV Park. The site enjoys close proximity to local attractions such as Rogue Brewery and Newport’s aquarium, enhancing its desirability for long-term RV residents. However, its geographical location creates some logistical complications. Separated from the other port properties by SE Marine Science Drive, the site is relatively isolated, creating a disjointed operational landscape.

The property comprises four tax lots and is generally flat, offering ease of use. However, its L-shaped layout poses challenges for an efficient RV park design. Notably, one of the four parcels is zoned specifically for waterfront use, rendering it unsuitable for RV park functions without rezoning. Infrastructure on the site largely dates back to the 1970s, indicating a need for comprehensive upgrades.



## DRY CAMP

The Dry Camp Site currently functions for a range of uses, including dry camping with no hookups, boat and trailer storage, as well as material staging. Integrated with other Port properties, the site shares its northern boundary with two Port tenants and flanks a boat ramp lane to the south. Its location adjacent to a dredge disposal site not only provides a natural wind block but also raises considerations for maintaining access for adjacent port tenants if the site is selected for development.

Topographically, the site is relatively flat yet slightly depressed compared to the adjacent boat ramp lane, which further enhances its natural wind-blocking features. The site’s rectangular shape is particularly conducive to RV park layouts, offering clear advantages in design efficiency. Moreover, its position as the last direct access point from the highway, while also being part of the Port’s recreational campus, makes it highly visible and central within the South Beach area. Situated across from the Hatfield Marine Science Center, the site benefits from a bustling community atmosphere.



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## CURRENT ANNEX

Our evaluation of the Current Annex Site has shown that the existing utility systems are in poor condition and warrant a full replacement. To start with, the state of water and sanitary sewer lines appears to be non-reusable. We strongly recommend a TV inspection for the sanitary lines and exploratory digging to confirm their condition.

In terms of utility accessibility, the Annex Site has the advantage of relatively straightforward access to public sewer and storm connections. However, it's worth noting that the existing utilities are likely to require complete removal or abandonment-in-place. Procedures such as grouting the pipes or capping them are anticipated for a secure transition.

While the proximity to Motel 6 doesn't pose a utility-related concern, its condition and the adjacent 8-foot retaining wall could have aesthetic implications for the RV park.

Soil and drainage conditions at this site appear to be stable and are less affected by tidal influences compared to the Dry Camp Site. In terms of stormwater management, a "Mid-level development study" will be necessary.

Plan on incorporating water quality treatment facilities into the infrastructure plan. Detention and water quality structures, like PerkFilter or StormTech vaults, are strong candidates for this project.

In summary, the Current Annex Site offers easier access to utilities, but the existing systems are in such a state that a complete overhaul is the most prudent course of action. This will involve extensive replacement of utility lines and possibly the introduction of new stormwater management structures.



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## DRY CAMP

The Dry Camp Site offers a unique set of challenges and opportunities when it comes to infrastructure and utilities. Since the site is undeveloped, it currently lacks any existing utility connections such as electricity, water, or gas. While this necessitates a greater upfront investment in infrastructure, it also offers the flexibility to customize these systems to the exact needs of your project.

Electricity is a fundamental utility to consider, and without existing electrical lines, you'll need to install new ones. This affords you the freedom to choose between traditional grid electricity or renewable energy sources like solar or wind. By doing so early, you can integrate this into the overall design for maximum efficiency and sustainability.

Water is another crucial factor, particularly given the Dry Camp Site's remote location. Initial solutions may include drilling a well or negotiating for a dedicated water line. Should the project's scale require it, one could even explore options like rainwater harvesting systems or greywater recycling for sustainable water use.

Regarding waste management, there's a need to build from the ground up. Options include traditional sewage systems or more modern, eco-friendly solutions like compostable

toilets or a dedicated wastewater treatment facility on site. Your choice would naturally be influenced by the project's size and specific needs.

Network and communications infrastructure is also worth noting. The lack of existing infrastructure presents an opportunity to adopt modern solutions like fiber-optic cables for high-speed internet connectivity, directly influencing operational efficiency.

The absence of existing utilities can be seen as a blank canvas—offering a range of possibilities to meet the exact needs and sustainability goals of your project. Each choice in utilities and infrastructure will, in turn, shape operational costs and sustainability metrics, allowing you to tailor the site to your precise requirements.



### NEWPORT RV PARK ANNEX SITE SELECTION STUDY

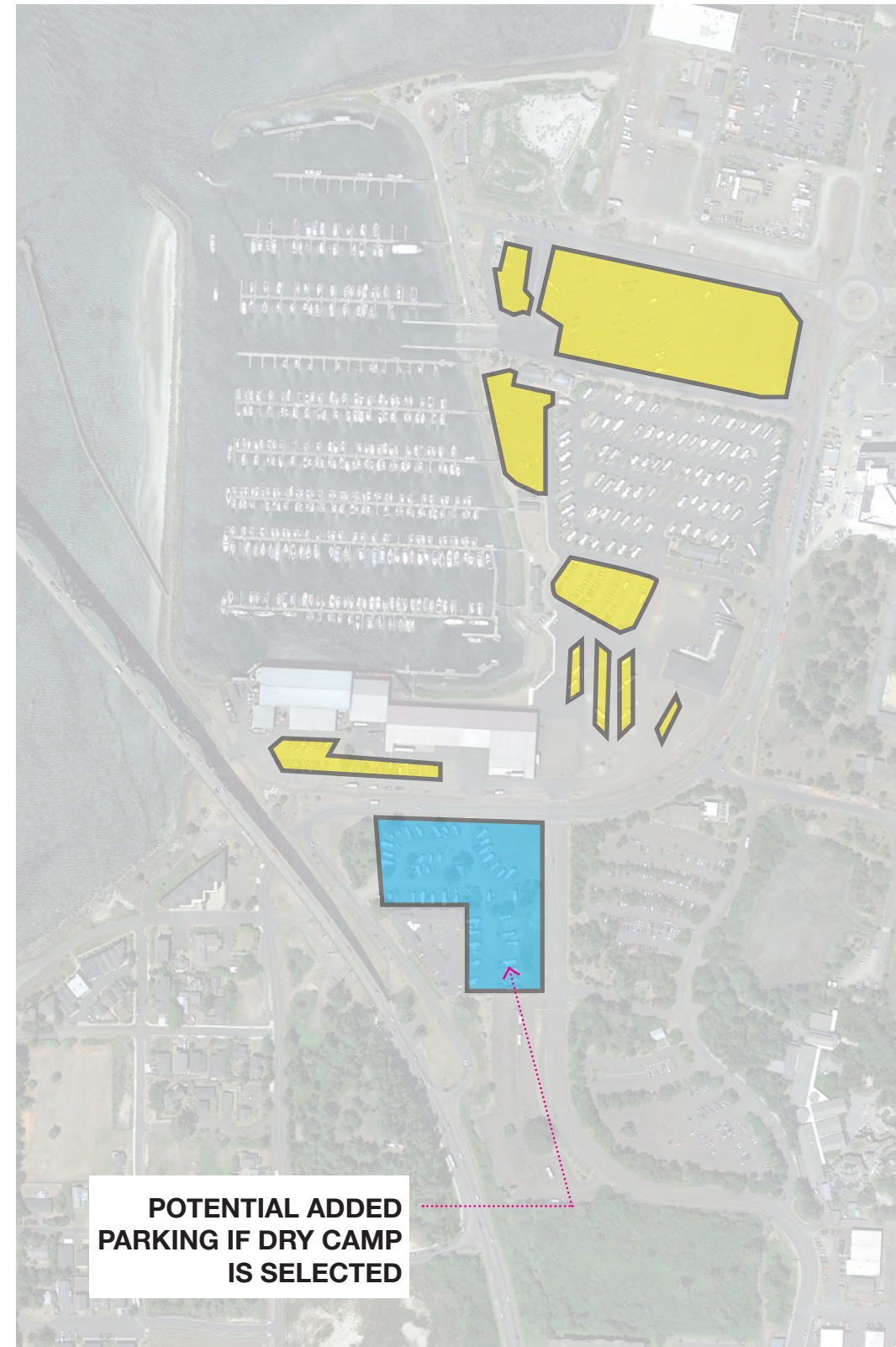
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# PARKING

The Port faces multifaceted challenges when it comes to parking, exacerbated by various contributing factors such as overflow from the boat ramp, parking demands of the fishing pier, and the requirements of charter fishing tours. Additional complexities include the need for trailer parking associated with the boat ramp, as well as extra parking spaces required by both Rouge and the RV Park.

Opting to use the Dry Camp Site as the new RV Park Annex offers a strategic solution to these issues. Relocating the RV Park would free up the Current Annex Site, providing an ideal location for a new parking lot that could accommodate the specific needs of Rouge, the pier, and other overflow scenarios. Currently, Dry Camp itself aids in managing overflow parking and trailers, underlining its utility and impact on the overall parking situation.



**POTENTIAL ADDED  
PARKING IF DRY CAMP  
IS SELECTED**



## NEWPORT RV PARK ANNEX SITE SELECTION STUDY

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# STORMWATER MANAGEMENT & CONTROL



## CURRENT ANNEX

The Current Annex Site has an existing stormwater management system featuring conventional drainage elements like gutters and catch basins, as well as retention ponds. While functional, there's significant room for improvement, especially from a sustainability perspective. A mandatory "Mid-level development study" will guide the upgrade, focusing on 25-year peak rates of runoff. Detention systems may be required if downstream conveyance proves inadequate, a determination that will involve discussions with the Public Works director due to their discretionary power.

Opportunities abound for system enhancements, including the addition of bio-retention features like rain gardens and vegetative swales to naturally improve water quality and reduce runoff. Advanced filtering systems, such as proprietary PerkFilter or StormTech vaults, will clean the runoff before it exits the site. Additionally, the site layout allows for the integration of storage tanks for rainwater capture, which can be used for non-potable purposes, and permeable paving to facilitate natural groundwater recharge.

Though outside the 100-year flood zone, the site is within the SB379 tsunami inundation line, adding another layer to our planning considerations. Overall, upgrades could yield long-term cost savings through reduced water usage and possible stormwater utility fee credits.



## DRY CAMP

The Dry Camp Site presents unique challenges and opportunities in stormwater management due to its lack of existing systems. A "Mid-level development study" is needed to establish best practices for managing 25-year peak rates of runoff. The flat terrain is prone to water pooling, requiring a well-engineered approach. On the plus side, the site could potentially bypass detention requirements due to its direct discharge options to the bay, a detail that will need confirmation through discussions with the Public Works director.

Water quality will be addressed through the integration of proprietary systems like PerkFilter or StormTech vaults, scaled according to the overall development size. While the site is outside the 100-year flood zone, it falls within the SB379 tsunami inundation line, adding another layer of consideration to our planning.

Interestingly, despite wetlands being indicated on maps, field observations do not support this, necessitating further investigation. This blank canvas allows for the implementation of advanced, sustainable stormwater solutions, possibly incorporating IoT-enabled monitoring for real-time management.

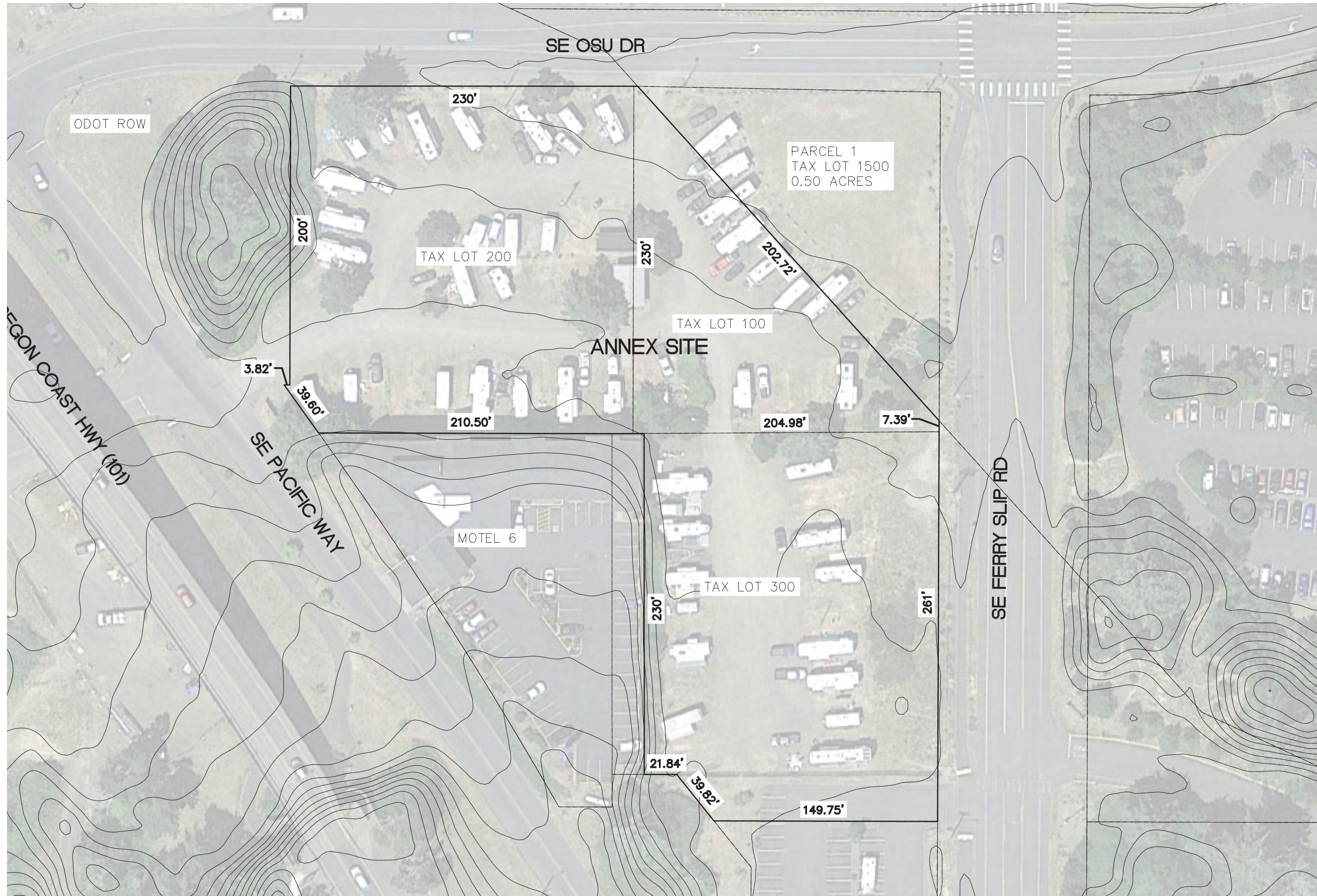


**NEWPORT RV PARK ANNEX  
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# TOPOGRAPHY - CURRENT ANNEX SITE



## NEWPORT RV PARK ANNEX SITE SELECTION STUDY

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# TOPOGRAPHY - DRY CAMP SITE



## NEWPORT RV PARK ANNEX SITE SELECTION STUDY

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# CONSTRUCTION



## CURRENT ANNEX

The Current Annex Site comes with its own set of challenges, chiefly involving its complicated and outdated utilities. These would require a process to locate, demolish, or abandon them, adding to the overall cost. While construction activities are expected to be unproblematic in terms of proximity to the adjacent Motel 6, it will be necessary to displace current tenants prior to initiating construction.

On the upside, choosing the Dry Camp Site for the new RV Park Annex would free this site for use as a much-needed parking lot. Given the existing conditions, the cost per RV-space is expected to be higher at this site. Nevertheless, revenue can continue to be generated from the Current Annex during the construction of the Dry Camp Site.



## DRY CAMP

The Dry Camp Site offers a blank slate, presenting a straightforward scenario in terms of design and construction. With no existing utilities to navigate, this site provides a unique opportunity to implement new and efficient systems from the ground up. The adjacent lane-widening project can be synchronized with construction activities, offering potential cost savings.

Additional benefits include the ability to utilize fill from the nearby dredge site, further optimizing expenses. However, it's crucial to maintain access for neighboring tenants during the construction phase. All these factors contribute to an assumed lower per RV-space cost due to the site's uncomplicated nature.



# NEWPORT RV PARK ANNEX SITE SELECTION STUDY

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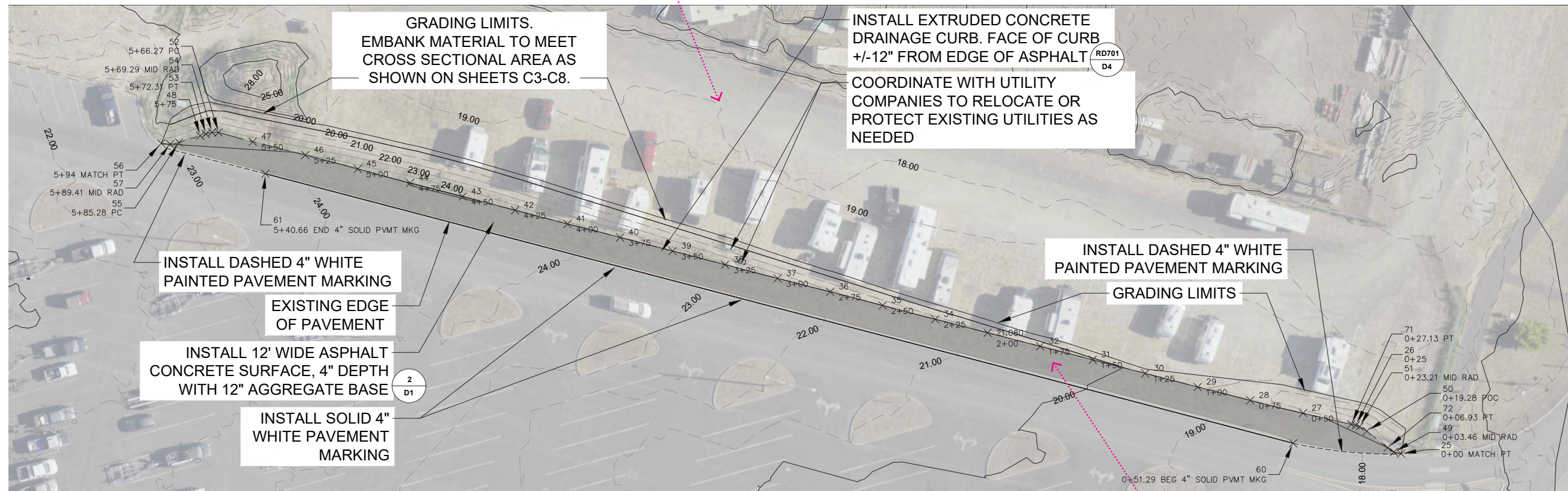
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# REFERENCE: PROPOSED LANE WIDENING PROJECT DESIGN AT BOAT RAMP



DRY CAMP SITE



1  
C1

PROPOSED SITE PLAN  
1" = 50'

**PROPOSED LANE WIDENING MAY BE CONSTRUCTED CONCURRENTLY WITH DRY CAMP RV ANNEX PROJECT**

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# ENVIRONMENTAL FACTORS

## CURRENT ANNEX

For the Current Annex Site, its close proximity to Motel 6 and a busy highway presents some environmental considerations. The shadows cast by the motel could limit natural daylighting options, affecting both passive solar gain and the overall aesthetic experience of the space. Additionally, disturbances from guests and high automobile traffic could impact the site's acoustic environment.

On the downside, the site offers fewer views of natural resources, which might limit its appeal for those seeking a more serene setting. On the other hand, its urban location may facilitate easier access to existing utilities and community amenities.

## DRY CAMP

The Dry Camp Site comes with its own set of environmental benefits and challenges. It offers more full sun exposure, advantageous for solar panel efficiency or passive solar design, but it is also more exposed to wind. However, natural wind breaks from dredge disposal and a natural depression in the terrain could mitigate wind-related challenges.

Being adjacent to a boat ramp lane might introduce some noise pollution into the area, but it also offers a stunning view of the iconic Newport Bridge, which could be a major draw. The site's openness and views could make it ideal for those seeking a connection with the natural landscape, even as they take the occasional noise into account.



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# SITE SELECTION ANALYSIS DISCLAIMER

## PLEASE NOTE:

Please be aware that the yield diagrams included on the following pages of this report are intended to demonstrate a possible typical layout for each site under consideration in this study. These diagrams should not be interpreted as proposed concept plans or definitive final designs.

For the purposes of this analysis, it is essential to evaluate each site on a comparable basis to discern the respective advantages and disadvantages. This report does not extend to the development of complete proposed designs for both sites. Instead, the objective is to identify and understand the strengths and weaknesses of each location, thereby providing the Port Commission with the necessary insights to make an informed decision on which site to proceed with.

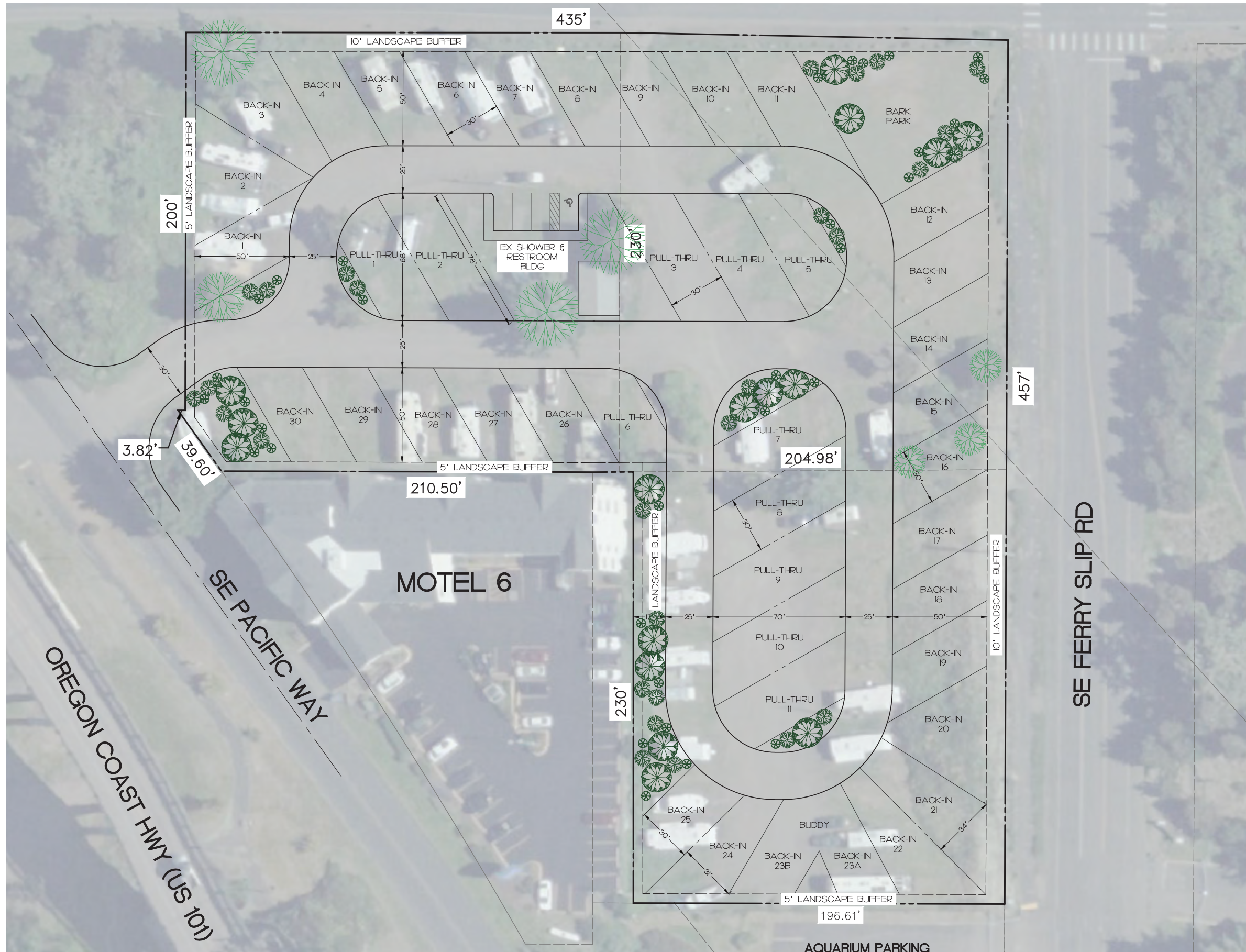


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# CURRENT ANNEX SITE - POTENTIAL YIELD DIAGRAM



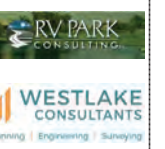
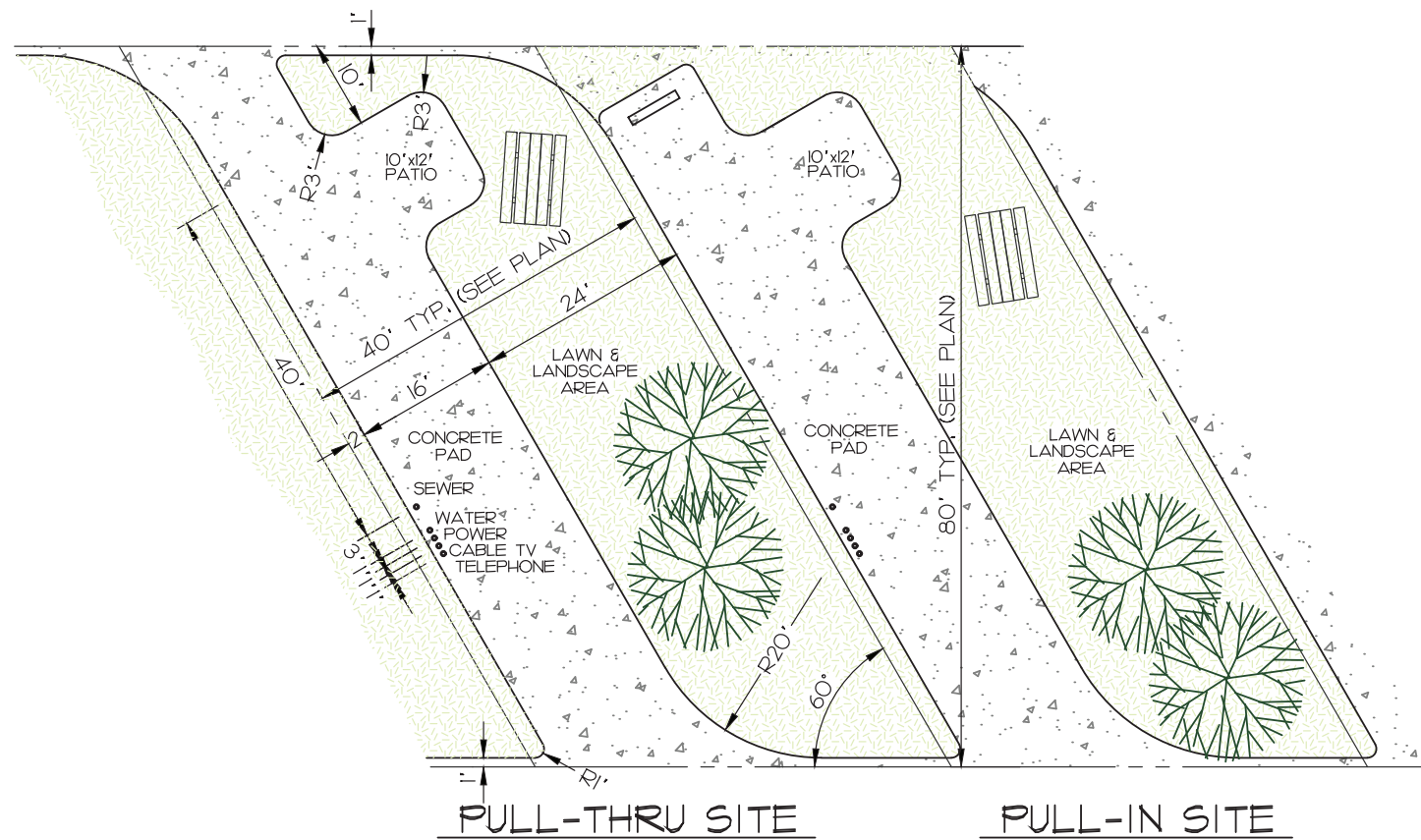
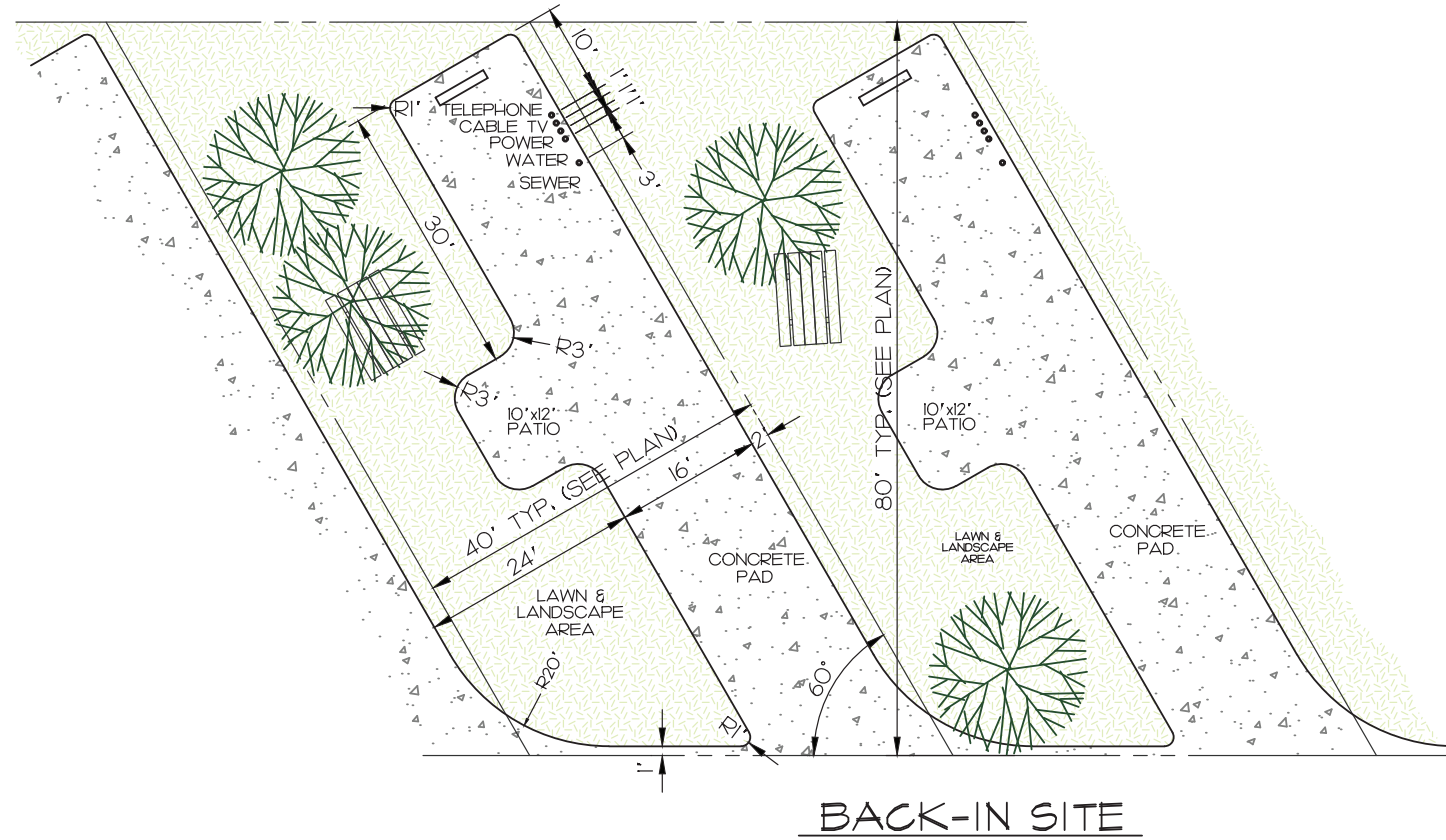
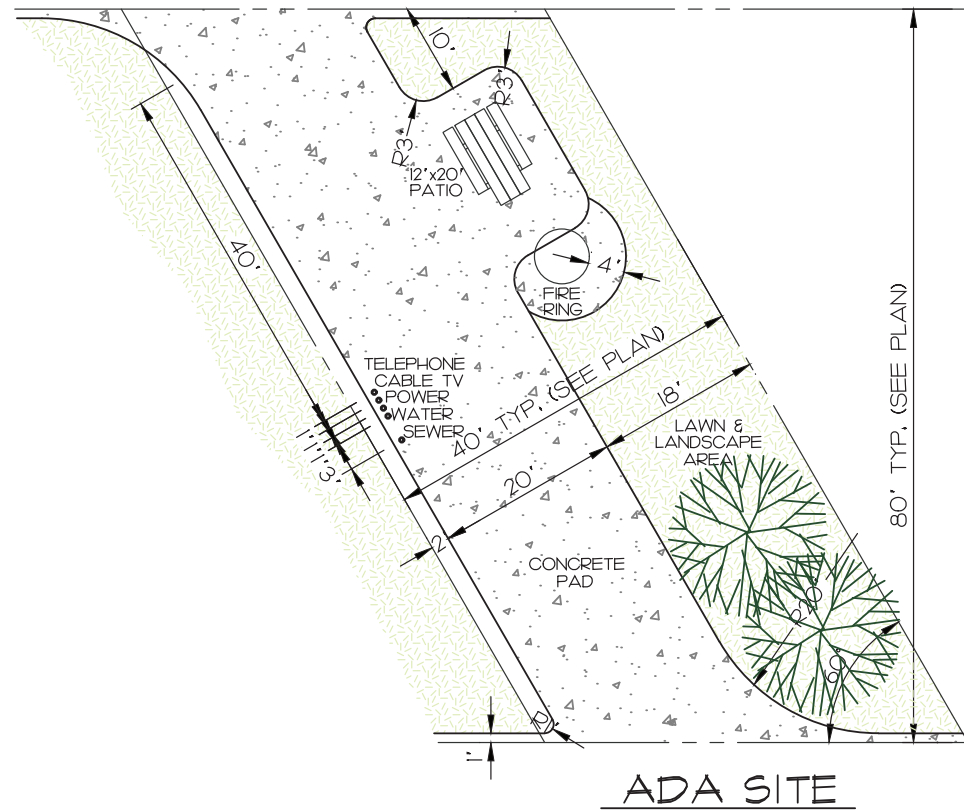
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# BASELINE RV SITE DIMENSION DIAGRAMS



## NEWPORT RV PARK ANNEX SITE SELECTION STUDY

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# DATA ANALYSIS

	Dry Camp Site	% of site area	Current Annex Site	% of site area
Total Site Area	188,229.00	100.00%	145,538.00	100.00%
Gross Site Area Advantage	22.68%			
Driveway	40,978.00	21.77%	34,542.00	23.73%
Building	682.00	0.36%	682.00	0.47%
Pad	59,599.00	31.66%	44,657.64	30.68%
Impervious Total	101,259.00	53.80%	79,881.64	54.89%
Impervious per Stall	2,154.45		2,218.93	
Buffer	25,608.00	13.60%	12,775.00	8.78%
Delta (Turf/Landscape) on Pad	46,218.00	24.55%	31,150.37	21.40%
Green/Other	15,144.00	8.05%	22,103.00	15.19%
<b>Total Green Area</b>	<b>86,970.00</b>	46.20%	<b>66,028.37</b>	45.37%
Stall Total	105,817.00	56.22%	75,808.00	52.09%
Back In	35.00		25.00	
Pull Through	12.00		11.00	
<b>Total Stalls</b>	<b>47.00</b>		<b>36.00</b>	
Stall Delta (%)	23.40%			
Site Area per Stall (Efficiency)	4,004.87		4,042.72	
Efficiency Delta	37.85 sqft			

← Dry Camp site is larger in gross area by 22%

← Current Annex requires more driveway area due to the odd shape

← The percentage of pad area per site are roughly the same for both sites

← The Annex requires more impervious area as a percentage of the total site

← We allotted significantly more landscape buffer for the Dry Camp site to accommodate the contingency for the lane widening project.

← The potential 'green area' is about 20,000 square feet greater for the Dry Camp Site.

← The Dry Camp area achieves roughly 23% more stalls than the Current Annex

← The Dry Camp site is slightly more efficient in terms of stalls achieved per site area, likely due to the shapes of each site.



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# ADVANTAGES TO EACH SITE (PROS)



## CURRENT ANNEX

- **Established Infrastructure:** The site already contains plumbing, waste, and water hook-ups specifically designed for RVs, which may result in some savings if they can be rehabilitated.
- **Zoning:** Three out of the four tax lots are already zoned appropriately for an RV park, which could potentially simplify the regulatory process for most of the site.
- **Location:** Located at the foot of the Oregon Coast Highway 101 Newport Bridge, the site benefits from easy road access and a high-traffic location that could attract more visitors.
- **Utilization of Existing Amenities:** Since it's already functioning as an annex, transitioning the current site could allow for a seamless integration of amenities, which would be beneficial for guests and administrative operations.
- **Extended Access:** The ODOT right-of-way at the northwest corner offers an opportunity for possible expansion if access can be negotiated



## DRY CAMP

- **Scenic Views:** The site offers a view of the iconic Newport Bridge, adding to the aesthetic value and potentially attracting more visitors.
- **New Infrastructure:** The site would be built with all-new utilities, providing an opportunity for a state-of-the-art RV park that meets current standards.
- **Natural Wind Break:** The dry camp site presents a natural windbreak from the dredge disposal site to the west and north, enhancing visitor comfort.
- **Contiguity with Port Property:** The site is on a continuous portion of the Port of Newport property, offering a seamless integration with other port services and amenities.
- **Opportunity for Coordinated Projects:** Being adjacent to a potential road-widening project for the boat ramp, the RV park development could be synergized with other infrastructure projects.
- **Flexibility for Construction:** Without a problematic neighboring property like the Motel 6, the construction process would likely face fewer logistical constraints.
- **Simplified Permitting:** The site would not require rezoning or negotiation over city easements, streamlining the permitting process compared to the current annex site.
- **Parking Solutions:** Given its spacious nature and no existing heavy utility constraints, the site could potentially offer better solutions for the area's ongoing parking issues.



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# DISADVANTAGES TO EACH SITE (CONS)

## CURRENT ANNEX

- Proximity to Motel 6: The neighboring Motel 6 is a major drawback, as it invades the privacy of RV park guests and has contributed to litter and potential safety concerns. The motel is in some disrepair and quite ugly. Also along the northern side of the parking lot there is a tall 8'+ retaining wall that looms over the RV park.
- Dated Infrastructure: Utilities at the site are from the 1970s and are reportedly in poor or failing condition. This makes renovation a significant challenge, both logistically and financially.
- Rezoning and City Easement: One corner of the property requires rezoning, adding a layer of complexity to the project timeline. Also, there's a question of whether the city easement on the west edge could be regained.
- Environmental Constraints: The site receives at least partial sun shadows during the day, which could affect the quality of stay for RV park guests.
- Construction Challenges: Being adjacent to an operational motel complicates the construction process, adding restrictions and potentially increasing costs.
- Discontinuity with Port Property: The site is separated from the contiguous Port property by Southeast OSU Drive, which might affect the sense of community or belonging to a larger, unified recreational space.
- Less Favorable Utilities Situation: Given the dated utilities that have been cobbled together over decades, this site is less amenable to modernization compared to the dry camp site's clean slate.
- Parking Issues: The existing annex site is part of a larger area with a significant parking problem. The new development would need to be designed carefully to avoid exacerbating this issue.

## DRY CAMP

- Relocation of Current Functions: The site is currently used for trailer storage and material staging; these would have to be relocated, adding complexity to the initial phase of the project.
- New Utility Installation: Though it offers a clean slate, installing new utilities can be a significant upfront cost and logistical endeavor.
- Tenant Access: Access to the Yaquina Bay fruit producers, a tenant of the port, would need to be maintained through this site, possibly complicating design and construction.
- Absence of Existing Amenities: As a dry camp, the site lacks the basic utilities and amenities that are partially available at the current annex site, necessitating a complete build-out.
- Environmental Impact: Construction of new facilities could have a greater environmental footprint compared to renovating existing structures.
- Unpredictable Soil Conditions: Since the site hasn't been previously used for RVs or buildings, soil conditions would need to be thoroughly evaluated, possibly affecting project timelines.



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# TARGETED CLIENTELE

Our focus revolves around attracting mid- to upper-income RV enthusiasts. We are not tailoring our offerings to the most upscale coach owners who anticipate resort-like amenities. Instead, we are catering to a younger demographic, both in age and mentality, consisting of outdoor enthusiasts and families. The target customer base for the RV Park project includes a mix of demographics:

- Families seeking outdoor recreational activities.
- Digital nomads who prefer locations with Wi-Fi and work facilities.
- Outdoor enthusiasts interested in experiences like state and national parks.
- Travelers looking for affordable vacation options, particularly in the context of rising travel costs.
- Older demographics, particularly retirees who might spend extended periods living on the road.

## Advantages of the Dry Camp Site

1. Enhanced Site Navigation: Navigating the new “Extension” is significantly more straightforward compared to the “Annex.”
2. Expanded Green Space: The “Extension” offers a greater expanse of green space, providing ample opportunities for native plantings and inviting walking trails.
3. Improved Customer Experience: Guests at the “Extension” enjoy a vastly improved customer experience, free from the constraints of the cramped “Annex” and the presence of the imposing Motel 6.

## Perception Enhancement

We strongly recommend leveraging this opportunity to shift away from long-term stays with the introduction of the new “Extension.” By aligning the quality of the “Extension” with the main RV Park, we can address the perception issues associated with the “Annex,” as highlighted in online reviews and comments. This strategic move will reset how the RV Park is perceived, ensuring guests find fully equivalent options. This means no unexpected surprises when booking on the RV Park website and securing an “Annex” space.

Investing in an upgraded website is paramount to enhancing the customer experience and elevating online reviews. This directly correlates with revenue growth.

Additionally, transforming the “Annex” into a parking area presents a valuable opportunity. This action eliminates the need for costly evaluations and the replacement of antiquated utility infrastructure, as well as the resolution of zoning issues. The overall effect is an improved RV Park rating, leading to adjustments in the rate structure, an increase in short-term rentals, and a planned reduction in long-term rentals in favor of short-term options. This strategy will help reduce turn-aways and, consequently, increase revenue during high-demand periods.



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# AMENITIES

## Restroom/Shower/Laundry Facilities

In accordance with the OR State Building Code Chapter 918, Division 650, while no specific requirement is outlined for the number of washer/dryers, a general guideline recommends one washer/dryer per twenty RVs.

We propose the implementation of unisex restrooms with urinals, with each restroom designed to accommodate a maximum of 15 park guests.

The statute stipulates that toilet facilities must be conveniently accessible and located within 500 feet of any recreational vehicle space or camping site without an individual toilet facility or sewer connection. It's worth noting that RV Parks with toilets spaced more than 300 feet apart receive lower ratings from online evaluators.

## Ice Machines

Given the distance from the main park, it is advisable to install at least one high-quality ice machine. These machines serve as significant revenue generators.

## Parking

Our design includes one parking space for each RV site. While the City of Newport may have additional parking requirements, according to Code Chapter 918, no extra parking is mandated. However, as common practice, we have incorporated seven additional spaces and one designated for hand-icapped individuals.

## Trash Receptacles

Per the code, containers in recreational vehicle parks must be provided at a rate of one 30-gallon container for every four recreational vehicle parking spaces. These containers should be situated within 300 feet of each recreational vehicle parking space, and grouping them is acceptable.



**NEWPORT RV PARK ANNEX  
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# HIGHLIGHTS FROM THE SAGE REPORT

The analysis of the RV park’s potential at Newport, Oregon, reveals various strengths, weaknesses, opportunities, and threats, alongside recommendations for improvement.

## Weather/Operating Season:

- The park is operational year-round, with a peak season from May to October and a low season from November to April.
- Peak season features temperate to warm weather, while the low season is cooler with frequent clouds and rain, but rarely snow or freezing temperatures.
- Favorable weather overall supports RV park development and demand.

## Attractions:

- Key attractions include waterfront access on Yaquina Bay, Pacific Ocean, and marina for water activities, South Beach State Park, Yaquina Bay Lighthouse, Rogue Distilleries, Oregon Coast Aquarium, Newport Discovery Zoo, South Beach Fish Market, scenic Yaquina Bay Bridge, and downtown Newport shops and restaurants.
- All attractions are within walking distance or a five-minute drive, adding significant appeal to the location.

## Transportation:

- The site is highly accessible, adjacent to Highway US-101 and near Highway US-20.
- It’s about 2.5 hours from Portland and within 1.5 hours of Corvallis, Salem, and Eugene.
- High vehicular traffic on Highway 101 is a positive factor for visibility and customer awareness.

## Population Access and Income Trends:

- One-hour drive radius: Low population access and median household income, negative for demand. However, population growth is above average, a positive future indicator.
- Two and three-hour drive radius: Population access and median household income are above average, with housing vacancies below the national average, all positive indicators.

## Overall Demand Indicators:

- Mixed demographics and demand generators, with below-average conditions in the one-hour radius but above-average in the 2-3 hour radius.
- The overall demand indicators are positive for the RV park’s proposed offering.



**NEWPORT RV PARK ANNEX  
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# HIGHLIGHTS FROM THE SAGE REPORT

## Strengths:

- Unique waterfront and marina access.
- Proximity to outdoor and urban attractions.
- High accessibility and visibility adjacent to Highway 101.
- Favorable, temperate weather.
- High-quality RV sites with modern amenities.
- Located in a high population growth area.
- Strong local tourism.

## Weaknesses:

- The current website and booking process are difficult to use, especially on mobile devices.
- Management and online reviews are below expectations.

## Opportunities:

- Investing in a dedicated, user-friendly website.
- Implementing efficient booking/reservation management software.
- Using professional photography, including aerial drone shots.
- Tying management incentives to positive guest feedback and online reviews.
- Utilizing dynamic pricing strategies.

## Threats:

Variability in development costs and material availability.  
Potential new competitors entering the market.

## Recommendations:

1. Develop a professional, easy-to-navigate website solely for the RV park.
2. Implement a user-friendly booking/reservation management system.
3. Apply dynamic pricing to optimize occupancy and revenue.
4. Invest in professional photography to enhance online presence.
5. Enhance management strategies to improve guest experiences and online reviews.

In summary, while the RV park has numerous strengths and opportunities, particularly in its unique location and attractions, it faces challenges in website functionality, booking processes, and management. Addressing these issues through targeted improvements can significantly enhance its appeal and business prospects.



# NEWPORT RV PARK ANNEX SITE SELECTION STUDY

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# RECOMMENDATION SUMMARY

The Current Annex site offers established utilities and is already partially zoned for RV use, potentially simplifying the regulatory process. However, the site has significant drawbacks, particularly outdated infrastructure, that would require substantial financial and logistical resources for renovation. The site’s proximity to Motel 6 introduces several concerns—privacy invasion, litter, and safety issues—that further complicate its suitability.

From a construction standpoint, the Current Annex site poses challenges like tenant displacement and adjacent operational facilities that could raise costs. In terms of layout, the site requires more driveway area due to its odd shape, leading to more impervious area as a percentage of the total site. The ongoing parking issue in the area would also need to be carefully managed so as not to exacerbate the problem.

The Dry Camp site presents a fresh opportunity for creating a modern RV park with new utilities and amenities. It offers scenic views of the iconic Newport Bridge, a potential attraction for visitors. The site’s larger size and better shape efficiency allow for about 23% more stalls than the Current Annex. Interestingly, we’ve also allocated more landscape buffer for this site, particularly to accommodate the contingency for the lane-widening project, adding to its aesthetic appeal.

From an environmental standpoint, both sites offer nearly the same potential ‘green area,’ although the Dry Camp site is naturally more amenable to modern, sustainable designs due to its “blank slate” nature. However, the site lacks existing amenities, which means that a complete build-out is necessary, increasing upfront costs. Also, new utility installation and soil evaluations would require additional time and resources.

Based on the pros and cons outlined above and additional data analytics, **we recommend proceeding with the Dry Camp site** for the new RV Park development. This site offers a greater number of stalls, a more efficient use of space, and eliminates the challenges of outdated utilities and problematic neighboring properties. The opportunity for synergy with adjacent infrastructure projects and the natural windbreaks further enhance its desirability. Despite the initial challenges of installing new utilities and maintaining tenant access, these are surmountable and outweighed by the long-term benefits.

By choosing the Dry Camp site, we’re not just building an RV Park; we’re creating an inviting, state-of-the-art facility that aligns with both current needs and future opportunities.



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# OLD BUSINESS ITEM

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**DATE:** *August 27, 2024*  
**RE:** *Review and Changes to the ILWU Local 53 Lines Agreement*  
**TO:** *Port of Newport Board of Commissioners*  
**ISSUED BY:** *Paula J. Miranda, Executive Director*

---

## **BACKGROUND**

Our Lines Agreement with the ILWU Local 53 requires an annual review by the Commission. Last month I asked to table the discussion with hopes that I would be able to bring any changes requested by the ILWU to the August commission meeting.

The Port met with the ILWU and staff have agreed to the changes as redlined in the agreement, pending Commission approval. Those changes will also need to be approved by Pasha Stevedoring before going into effect.

## **RECOMMENDATION**

I move to approve and authorize the Executive Director to execute a final copy of the amended Lines Agreement as presented pending further approval by Pasha Stevedoring & Terminals L.P, as required under our Master Contract Services Agreement.

I further move to replace Exhibit A (Lines Agreement) from the Master Contract Services Agreement with Pasha Stevedoring & Terminals L.P pending their approval.

LINES AGREEMENT

NEWPORT INTERNATIONAL TERMINAL

THIS Agreement is made \_\_\_\_\_, between PORT OF NEWPORT, a Port district and municipal corporation existing under the laws of the State of Oregon, hereinafter referred to as "the Port" and the International Longshore and Warehouse Union, hereinafter referred to as "ILWU".

**RECITALS**

1. On July 23, 1996, the Port and ILWU entered into a Lines Agreement for the Newport International Terminal (the "Original Agreement").
2. The parties wish to modify the agreement to better reflect current services.

NOW THEREFORE, THE PARTIES DO HEREBY COVENANT AND AGREE AS FOLLOWS:

The Original Agreement shall now be entirely replaced by the following:

**PREAMBLE**

The purpose of this agreement is to recognize the existing procedures in the use of the International Longshoremen's and Warehousemen Union to provide line handlers for the tying up and letting go certain classes of vessels. In addition, this document, while not precluding the use of ILWU members, will remark on certain classes of vessels, mainly government or militarily crewed, that have historically made arrangements for their own linesmen.

Further, this agreement will spell out manning and pay scales that will cover the use of ILWU linesmen under all foreseeable circumstances.

It is further noted that this agreement shall be reviewed annually by both the Port of Newport management and ILWU Local 53. If deemed necessary by either party.

**MANNING**

Tie-up: Manning VESSELS 100 -200 ft 2 men shall consist of six men be employed  
Let-go: Manning VESSELS 200 -300ft 4 men shall consist of six men be employed  
VESSELS 300 -800 ft 6 men Shall be employed  
VESSELS 800 ft and longer 8 men shall be employed  
VESSELS 100 ft and under and not moving cargo or maritime commerce are exempt from this lines handling agreement unless linesman are requested by the vessel



Nothing in this manning agreement will preclude the use of less or additional linesmen to cover any special or difficult tie-ups. Additional linesmen shall be called for only after a meeting of the Lead Linesman and Terminal personnel ~~that, or, in the absence of Port personnel, it is the opinion of the Lead Linesman that a~~ serious safety condition can be prevented by the addition of additional men.

~~It is acknowledged by both parties that on occasion casual Longshoremen will be used to fill out the manning requirements. These men will be paid and treated as specified under the existing ILWU-PMA contract.~~

### SHIFTING

When vessel is shifted less than its overall length, four men shall be used. When vessel is shifted more than its length, six men shall be used. When a vessel of less than 300 feet is shifted, the manning shall be two and four in the above circumstances.

### PAY SCALES

Longshoremen (line handlers) will be paid a minimum of two hours each, at straight or overtime rates as they relate to the PMA-ILWU contract. Extended line handling time in excess of two hours will be paid in 30-minute increments.

### LEAD LINESMEN

In all line handling operations, one linesman shall be designated lead Linesman and paid at foreman's wage scale.

### LEAD LINESMEN DUTIES

Lead Linesman will be responsible for the assignment of men fore and aft. Releasing linesmen after confirming with a deck officer or pilot that no more lines will be used. ~~Making out a time slip with all linesmen's names and numbers, along with a notation of time finished with linesmen.~~

It shall also be the duty of Lead Linesman to affirm by conversation with the vessel captain or agent a standby or comeback order in case of delayed sailing.

~~When casuals are used as part of the manning compliment, the Lead Linesman shall, where possible, make sure a registered Longshoreman is assigned to both fore and aft groups, where they can provide professional guidance to the casuals, reducing the chances of injury and confusion.~~

~~A~~The selection method for determining Lead linesman status will be left to ILWU Local No.53.

### COVERED VESSELS

All cargo vessels, whether working cargo or not, will be covered by this agreement; ~~all military vessels in excess of 250 feet that are manned by civilian crews; all ocean fish processors in excess of 200 feet, and any Any fish processor regardless of length, which is loading or discharging processed ready for market cargo; Navy, Army, and all vessels operating in Research, Wind and Coast Guard Wave energy, and any foreign flagged vessels. In the case of American flag ocean processors, it is acknowledged that these vessels, because of multiple thrusters, have negotiated reduced manning at several Northwest ports; and that the Newport International Terminal, along with Local No. 53, may or may not choose to agree to special manning for these vessels.~~

EXEMPTED VESSELS

~~Navy and Coast Guard~~All Military Vessels: While the Port and the ILWU shall offer the services of ILWU linesmen, it is hereby acknowledged that ~~Navy, Coast Guard and Army~~Military vessels ~~have~~ traditionally ~~provided~~provide their own linesmen. If military lines assistance is not available, ILWU personnel ~~will~~shall be assigned.

~~Dredges:~~ DREDGES

It is also acknowledged that both Corps of Engineers and civilian dredges have historically provided their own tie-up crews.

~~Barges: Large ocean barges have usually been exempted in the use of ILWU linesmen. The Port and Local No. 53 agrees that this exemption is not automatic but may be agreed upon when it is decided that a waiver is in the best interests of all parties.~~

~~Fishing Vessels:~~ BARGES

All barges loading and unloading cargo.

FISHING VESSELS

All fishing vessels are exempt, ~~except for foreign flagged vessels~~including those that process fish.

DISPATCH

Lines requirements will be notified by 4:00 p.m. on the previous day and one hour before call out. If sudden arrivals or diversions make the above impossible, Longshoremen will be called through ~~a dispatcher any local Longshoreman acting as an~~ ILWU dispatcher. A two-hour overtime call out will be paid for this work.

It is agreed that this document covers the use of linesmen at the Port of Newport's Ocean Shipping Terminal only. Any or all parts of this document shall be void if found in connection with any State or Federal laws.

~~Acknowledged~~

ACKNOWLEDGED:

\_\_\_\_\_  
Executive Director, Port of Newport

Dated: \_\_\_\_\_

\_\_\_\_\_  
President, ILWU LOCAL 53

Dated: \_\_\_\_\_

\_\_\_\_\_

Dated: \_\_\_\_\_

Labor Relations Representative

## MASTER CONTRACTOR SERVICES AGREEMENT

This **Master Contractor Services Agreement** (this "**Agreement**") is entered into as of July 26, 2023 (the "**Effective Date**"), by and between Pasha Stevedoring & Terminals L.P., a California limited partnership (hereinafter "**Contractor**"), and Port of Newport (hereinafter "**Client**").

**WHEREAS** Client desires to engage Contractor for the purpose of providing line handling services for vessels calling at Newport International Terminal in Newport, Oregon (the "**Contractor Services**"); and

**WHEREAS** Contractor desires to perform the Contractor Services in accordance with the terms and conditions set forth below.

**NOW, THEREFORE**, in consideration of the premises and the mutual promises herein contained, and for other valuable consideration acknowledged by each of the parties to be satisfactory and adequate, the parties covenant and agree as follows:

1. **SERVICES.** Contractor shall perform the Contractor Services for the Client. Client agrees, throughout the Term (as defined below), to hire Contractor to perform the Contractor Services, and Contractor agrees to perform such Contractor Services, as agreed to by the in writing by the parties. In the event that Client desires Contractor to perform additional Contractor Services outside this agreement both parties will negotiate a new written agreement.

2. **EXISTING UNION LINE HANDLING AGREEMENT.** The Client has an existing Line Handling Agreement with ILWU Local 53 and Newport International Terminal, titled "Lines Agreement Newport International Terminal" and dated July 23, 1996 attached hereto and made a part hereof as **Exhibit A ("1996 Lines Agreement")**. The 1996 Lines Agreement establishes the scope of line handling in the Port of Newport and will be adhered to by Client and Contractor until said agreement is cancelled or replaced by a new agreement. Client and the Contractor shall not negotiate changes to the aforementioned 1996 Lines Agreement without written notification to the other party to this agreement and without formal written responding consent from the other party. This agreement does not alter the 1996 Lines Agreement in any way.

3. **TERM.** This Agreement shall commence on the Effective Date and shall continue for a period of two (2) years thereafter (the "**Term**"), unless earlier terminated in accordance with the provisions of this Agreement. Client shall have the option to extend the Agreement for an additional year upon written notice by Client at least ninety (90) days prior to the expiration of the initial two (2) year Term.

4. **COMPENSATION.** In exchange for the Contractor Services performed by Contractor, Client shall pay Contractor in accordance with the rates set forth in the SOW attached hereto and made a part hereof as **Schedule A** (the "**Contractor Rate**"). In addition, Contractor will issue an invoice weekly for the Contractor Services performed and expenses incurred, attaching actual bills, receipts or other evidence of expenditures. Payment is due within 30 days of Client's receipt of the invoice.

5. **INDEPENDENT CONTRACTOR.** Contractor is an independent contractor, and Contractor and its employees will not be deemed employees or agents of Client. None of the terms set forth in this Agreement will be construed as creating a partnership, joint venture, agency, master-servant, employment, trust, or any other relationship between Client and Contractor or any of Contractor's employees. Contractor and its employees are

not eligible for, nor may they participate in, any employee benefit plans of Client. This engagement is nonexclusive and nothing in this Agreement will in anyway restrict the Client's right to engage others to render the same or similar services or Contractor's right to perform the same or similar services for others.

## 6. **CONFIDENTIALITY.**

(a) **Confidential Information.** The terms and conditions of this Agreement and any information and data of any nature including, but not limited to, all non-public data transmitted by and between the parties in connection with this Agreement (whether before or after the Effective Date), any technical, business plans, marketing, promotional, trade secrets, techniques and other non-public information from or about the disclosing party that would normally be treated as confidential by the disclosing party in the ordinary course of business shall be deemed "**Confidential Information**". The parties acknowledge that all rights to such Confidential Information, whether oral or written, disclosed to the receiving party are reserved by the disclosing party. Except as expressly permitted by this Agreement, all Confidential Information: (a) shall be held and protected by the recipient in strict confidence with at least the same degree of care that the recipient uses to safeguard its own Confidential Information; (b) shall be used by the recipient only as required to render performance or to exercise rights and remedies under this Agreement; (c) shall not be produced or copied, in whole or in part, except as necessary for its authorized use under this Agreement; and (d) shall not be disclosed to any other third parties without the prior written consent of the disclosing party except as necessary for the performance of the obligations under the Agreement. The obligations of confidentiality will not apply to information that (i) is properly known to the receiving party at the time of disclosure to the receiving party; (ii) has become publicly known through no wrongful act of the receiving party; (iii) has been rightfully received from a third party not under a nondisclosure obligation with respect to the information; or (iv) has been approved for release by written authorization of the disclosing party. Upon the expiration or termination of this Agreement, the receiving party will return all Confidential Information to the disclosing party. It is expressly agreed that the remedy at law for breach of the agreement set forth in this Section 5(a) is inadequate and that the parties shall, in addition to any available remedies (including, without limitation, the right of offset), be entitled to injunctive relief to prevent breach or threatened breach thereof.

(b) **Disclosure Required by Law.** The receiving party may disclose the Confidential Information of the disclosing party in response to a request for disclosure by a court or another governmental authority, including a subpoena, court order, or audit-related request by a taxing authority, if the receiving party: (i) promptly notifies the disclosing party of the terms and the circumstances of that request, (ii) consults with the disclosing party, and cooperates with the disclosing party's reasonable requests to resist or narrow that request, (iii) furnishes only information that, according to written advice of its legal counsel, the receiving party is legally compelled to disclose.

7. **REPRESENTATIONS AND WARRANTIES.** Contractor represents and warrants that it is fully qualified to provide the Contractor Services and that it will perform the Contractor Services in a professional and workmanlike manner and will give Client the full benefit of its knowledge, experience, judgement, and expertise in rendering advice to Client on the matters and subjects related to the Contractor Services. Contractor further represents and warrants that: (i) it has the right to enter into this Agreement and fully perform its obligations and provide the Contractor Services and/or materials hereunder, free of any conflict with any other obligations by which it may be bound; (ii) this Agreement has been executed by a duly authorized representative of Contractor; and (iii) neither the performance of the obligations and agreements, nor the furnishing of the Contractor Services and/or materials hereunder violates or infringes the intellectual property rights or

any other rights of any other party or contravenes the laws or regulations of any governmental, regulatory or judicial authority applicable to it.

8. **CLIENT COOPERATION.** Client understands the importance of cooperation with Contractor to facilitate Contractor's ability to perform the Contractor Services under this Agreement. Client shall, acting in good faith and reasonably, cooperate fully with Contractor hereunder.

9. **TERMINATION.** In addition to Client's termination rights set forth elsewhere in this Agreement, either party may terminate this Agreement upon thirty (30) days' written notice to the other party at the notice address set forth in Section 14. Further, either party may terminate this Agreement immediately upon the other party's cessation of business, election to dissolve, dissolution, insolvency, failure in business, commission of an act of bankruptcy, general assignment for the benefit of creditors or filing of any petition in bankruptcy or for the relief under the provisions of the bankruptcy laws. If this Agreement is terminated pursuant to this Section, Client shall only be liable for payment of Contractor Services actually performed and expenses actually incurred prior to the effective date of the termination.

10. **FORCE MAJEURE.** Neither party hereto shall be liable for any loss, injury or damage out of any delay or failure of performance caused by circumstances beyond its reasonable control, or by circumstances that it could not through reasonable precaution have avoided including, but not limited to policies or restrictions of governments, wars, riots, or civil commotions, acts of God, flood, fire, earthquake, hurricane, volcanic eruption, or explosion, terrorist threats or acts, national or regional emergency, shortage of adequate power or transportation facilities, strike, lockout or stoppage or restraint of labor from whatever cause (hereinafter referred to as a "**Force Majeure Event**") and any such delay or failure of performance due to any said Force Majeure Event shall not be deemed to be a breach of or a default in the performance of this Agreement. The party prevented from performing because of a Force Majeure Event shall promptly notify the other party and shall do all things reasonably possible to remove such Force Majeure Event and, shall resume performance hereunder as soon as any such Force Majeure Event is at an end. Notwithstanding any other provisions of this Agreement, if delay in performance by either party exceeds thirty (30) days due to a Force Majeure Event, the non-delaying party may terminate this Agreement, immediately upon written notice to the delaying party, in which event all obligations and liabilities of the parties hereunder with respect to such future performance shall be discharged and terminated.

11. **INDEMNIFICATION.**

(a) Contractor shall defend, indemnify, and hold harmless Client, its parent, related, affiliated and subsidiary companies, and the officers, directors, agents, employees, and assigns of each (the "**Client Indemnitees**"), from and against any and all damages, claims, demands, suits, judgments, losses, or expenses (including, without limitation, attorneys' fees and fees of other professionals) of any nature whatsoever (whether based on tort, breach of contract, product liability, patent or copyright infringement, or otherwise) arising directly or indirectly from or out of: (i) any act or omission of the Contractor or its employees, representatives, agents or affiliates; (ii) breach of any representation, warranty or other obligation under this Agreement by Contractor or its employees, representatives or agents; (iii) any personal injury (including death) or damage to property resulting from Contractor's or its employees', representatives', agents' or affiliates' acts or omissions; or (iv) a violation of any law, rule or regulation by Contractor or its employees, agents, representatives or affiliates related to this Agreement. The Client Indemnitees will give prompt notice of any Claim to Contractor, and Contractor will defend the Client Indemnitees at the Client Indemnitees'

request and at Contractor's expense. The provisions of this Section shall survive the expiration or earlier termination of this Agreement. However, nothing contained in this Section shall be construed as an indemnity by Contractor against any loss, liability or claim (i) caused by the negligent acts or omissions of Client, its directors, officers, agents, or employees, or (ii) resulting from the unlawful or negligent actions of third parties, unless caused by the negligence or misconduct of Contractor with respect to the matters arising herein.

(b) Client shall defend, indemnify, and hold harmless Contractor, its parent, related, affiliated and subsidiary companies, and the officers, directors, agents, employees, and assigns of each (the "**Contractor Indemnitees**"), from and against any and all damages, claims, demands, suits, judgments, losses, or expenses (including, without limitation, attorneys' fees and fees of other professionals) of any nature whatsoever (whether based on tort, breach of contract, product liability, patent or copyright infringement, or otherwise) arising directly or indirectly from or out of: (i) any act or omission of the Client or its employees, representatives, agents or affiliates; (ii) breach of any representation, warranty or other obligation under this Agreement by Client or its employees, representatives or agents; (iii) any personal injury (including death) or damage to property resulting from Client's or its employees', representatives', agents' or affiliates' acts or omissions; or (iv) a violation of any law, rule or regulation by Client or its employees, agents, representatives or affiliates related to this Agreement. The Contractor Indemnitees will give prompt notice of any Claim to Client, and Client will defend the Contractor Indemnitees at the Contractor Indemnitees' request and at Client's expense. The provisions of this Section shall survive the expiration or earlier termination of this Agreement. However, nothing contained in this Section shall be construed as an indemnity by Client against any loss, liability or claim (i) caused by the negligent acts or omissions of Contractor, its directors, officers, agents, or employees, or (ii) resulting from the unlawful or negligent actions of third parties, unless caused by the negligence or misconduct of Client with respect to the matters arising herein.

12. **GOVERNING LAW AND VENUE.** This Agreement, and all its terms and conditions, shall be governed by and interpreted under the laws of the general maritime law of the United States and, to the extent there is no applicable rule of maritime law, the laws of the State of Oregon, without regard to its conflict of laws principles. Contractor and Client each hereby irrevocably agree and submit to the exclusive jurisdiction of federal courts located in Oregon, in the event any action or proceeding is commenced by either party arising from, related to or in connection with this Agreement and waive any and all objections to such jurisdiction or venue that they may have under the laws of any state or country, including, without limitation, any argument that jurisdiction, situs and/or venue are inconvenient or otherwise improper. Each party further agrees that process may be served upon such party in any manner authorized under the laws of the United States or Oregon and waives any objections that such party may otherwise have to such process.

13. **ATTORNEYS' FEES.** If an attorney shall be retained to enforce the provisions of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, including any such fees awarded by the arbitrator, trial or appellate court upon trial or appeal.

14. **NOTICES.** All notices under this Agreement shall be in writing and shall be given by personal delivery, or by registered or certified mail or overnight courier, return receipt requested, to the following addresses, or such other address as designated by written notice, and shall be deemed given upon receipt:

If to Contractor:  
Pasha Stevedoring & Terminals L.P.  
1620 E. Terminal Way  
Aberdeen, WA 98520  
Attn: Tim Ryker  
[tim.ryker@psterminals.com](mailto:tim.ryker@psterminals.com)

With copy to:  
4040 Civic Center Dr.  
San Rafael, CA 94903  
Attn: Legal Department  
Heather\_Spring@pashanet.com

If to Client:

Aaron T. Bretz  
Port of Newport  
600 SE Bay Blvd.  
Newport, OR 97365  
Abretz@portofnewport.com

15. **MODIFICATION OF AGREEMENT.** This Agreement may only be amended, modified, or supplemented by a separate written document duly executed by an authorized representative of each party.

16. **ASSIGNMENT.** Neither this Agreement nor any right conferred hereby is assignable by any party, whether in whole or in part, without the prior written consent of the other party; provided however, that Contractor shall have the right to assign this Agreement, whether in whole or in part, to any of its parent, subsidiary or affiliated companies.

17. **NO WAIVER.** No term or provision of this Agreement shall be waived, and no breach or default excused, unless such waiver or excuse is in writing and signed by the party to which it is attributed. No consent by a party to, or waiver of, a breach or default, by the other, whether expressed or implied, shall constitute a consent to or waiver of any subsequent breach or default.

18. **SEVERABILITY.** If any covenant or other provision of this Agreement is invalid, illegal or incapable of being enforced, by reason of any rule, law or public policy, all other conditions and provisions of this Agreement shall, nevertheless, remain in full force and effect and no covenant or provision shall be deemed dependent upon any other covenant or provision unless so expressed herein; provided however, that the aggregate of all such provisions found to be invalid or unenforceable does not materially affect the benefits and obligations of all parties of this Agreement taken as a whole.

19. **SURVIVAL.** Any provision which by its terms or nature is intended to survive shall survive the termination or expiration of this Agreement.



20. **INSURANCE.**

(a) Each party shall maintain, at its sole expense, throughout the Term of this Agreement:

i. Commercial General Liability Insurance to include contractual liability, products/completed operations liability, and cross-liability coverage with minimum limits of US \$5,000,000 written on an occurrence form basis, which can be accomplished through the combination of primary and excess/umbrella policy forms. Both shall protect Contractor, Client, affiliates and additional insureds from claims for personal injury (including bodily injury and death) and property damage which may arise from or in connection with the performance of the Contractor Services hereunder or from or out of any act or omission of Contractor, Client, or officers, directors, agents, subcontractors or employees.;

ii. Workers' Compensation Insurance for Port of Newport employees as required by applicable law, and Employer's Liability Insurance with minimum limits of US \$1,000,000; and

(b) **Insurance Procedures.** All insurance required under this Section shall: (i) include the other party, its affiliates and the officers, directors, shareholders, employees, agents and its assignees of each as additional insureds; (ii) contain an exception to any Insured versus insured or cross liability exclusions for claims brought by an additional insured against any other insured; (iii) contain a waiver of subrogation in favor of the other party and its affiliates, and the officers, directors, shareholders, employees, agents and its assignees of each; (iv) be written by companies with BEST Guide rating of A- VII or better; (v) be evidenced on certificates of insurance) and be furnished to the other party, and any failure to request, review or object to the terms of such certificates or insurance shall not be deemed a waiver of obligations under this clause; and (vii) in no way limit or diminish liability under any other provisions of this Agreement.

21. **LIMITATION OF LIABILITY.** IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR CONSEQUENTIAL, SPECIAL INDIRECT, INCIDENTAL, PUNITIVE OR EXEMPLARY DAMAGES, COSTS, EXPENSES OR LOSSES (INCLUDING, WITHOUT LIMITATION, ANY ECONOMIC LOSS OR OTHER LOSS OF TURNOVER, PROFITS, BUSINESS OR GOODWILL).

22. **SECTION HEADINGS.** All references in this Agreement to sections are to sections of this Agreement. All section headings are inserted for convenience only and shall not affect the construction or interpretation of this Agreement.

23. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts. All such counterparts shall be deemed to be originals and shall together constitute but one and the same instrument. The parties agree that facsimile or (.pdf) copy signatures for this Agreement shall be deemed valid and binding upon the parties and shall have the same force and effect as original signatures on the Agreement.

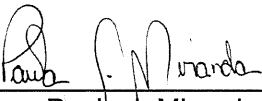
24. **ENTIRE AGREEMENT.** This written Agreement, including any exhibit attached hereto, constitutes the entire agreement between the parties and supersedes all prior oral and/or written understandings and agreements relating thereto. No representations, inducements, promises or agreements, oral or otherwise, between the parties not in writing herein shall be of any force or effect.

25. **CONFLICT OF PROVISIONS**. If there is any conflict or inconsistency between the provisions of this Agreement and the provisions of any SOW, order form, addendum, schedule, exhibit and/or purchase order attached to this Agreement, the terms of the SOW shall prevail and govern in all instances.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the day and year first above written.

**Client:**

Port of Newport

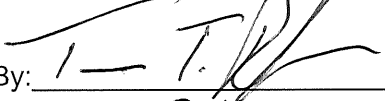
By: 

Name: Paula J. Miranda

Title: General Manager

**Contractor:**

Pasha Stevedoring & Terminals L.P.

By: 

Tim T. Ryker

General Manager

SCHEDULE A  
(Page 1 of 1)

Line Handling Rates

<b>Man, Hour Rates (Straight and O/T)</b>	<b>ST</b>	<b>OT</b>	<b>Ext Time (30)</b>
<b>2 Men</b>	\$952.00	\$1,083.00	\$67.69
<b>4 Men</b>	\$1,603.00	\$1,842.00	\$115.13
<b>6 Men</b>	\$2,253.00	\$2,600.00	\$162.50
<b>8 Men</b>	\$2,903.00	\$3,360.00	\$210.00

FUTURE RATE ESCALATION

Historically all rates escalate on July 1 of each year for the ILWU Fringe Benefit and the ILWU wage increases, respectively. In the event that the information needed to implement the incremental adjustment is unknown on the July 1 dates, then PST will prepare retroactive billing to Newport International Terminal when the information is available.

## LINES AGREEMENT

### NEWPORT INTERNATIONAL TERMINAL

#### Preamble

The purpose of this agreement is to recognize the existing procedures in the use of the International Longshoremen's and Warehousemen Union to provide line handlers for the tying up and letting go certain classes of vessels. In addition, this document, while not precluding the use of ILWU members, will remark on certain classes of vessels, mainly government or militarily crewed, that have historically made arrangements for their own linesmen.

Further, this agreement will spell out manning and pay scales that will cover the use of ILWU linesmen under all foreseeable circumstances.

It is further noted that this agreement shall be reviewed annually by both the Port of Newport Commission and ILWU Local 53 members.

#### Manning

**Tie-up:** Manning shall consist of six men.

**Let-go:** Manning shall consist of six men.

Nothing in this manning agreement will preclude the use of less or additional linesmen to cover any special or difficult tie-ups. Additional linesmen shall be called for only after a meeting of the Lead Linesman and Terminal personnel, or, in the absence of Port personnel, it is the opinion of the Lead Linesman that a serious safety condition can be prevented by the addition of additional men.

It is acknowledged by both parties that on occasion casual Longshoremen will be used to fill out the manning requirements. These men will be paid and treated as specified under the existing ILWU-PMA contract.

#### Shifting

When vessel is shifted less than its overall length, four men shall be used. When vessel is shifted more than its length, six men shall be used. When a vessel of less than 300 feet is shifted, the manning shall be two and four in the above circumstances.

#### Pay Scales

Longshoremen (line handlers) will be paid a minimum of two hours each, at straight or overtime rates as they relate to the PMA-ILWU contract. Extended line handling time in excess of two hours will be paid in 30-minute increments.

**Lead Linesmen**

In all line handling operations, one linesman shall be designated Lead Linesman and paid at foreman's wage scale.

**Lead Linesman's Duties**

Lead Linesman will be responsible for the assignment of men fore and aft. Releasing linesmen after confirming with a deck officer or pilot that no more lines will be used. Making out a time slip with all linesmen's names and numbers, along with a notation of time finished with linesmen.

It shall also be the duty of Lead Linesman to affirm by conversation with the vessel captain or agent a standby or comeback order in case of delayed sailing.

When casuals are used as part of the manning compliment, the Lead Linesman shall, where possible, make sure a registered Longshoreman is assigned to both fore and aft groups, where they can provide professional guidance to the casuals, reducing the chances of injury and confusion.

A selection method for determining Lead Linesman status will be left to the ILWU Local No. 53.

**Covered Vessels**

All cargo vessels, whether working cargo or not, will be covered by this agreement; all military vessels in excess of 250 feet that are manned by civilian crews; all ocean fish processors in excess of 200 feet, and any fish processor, regardless of length, which is loading or discharging cargo; Navy, Army and Coast Guard vessels. In the case of American flag ocean processors, it is acknowledged that these vessels, because of multiple thrusters, have negotiated reduced manning at several Northwest ports; and that the Newport International Terminal, along with Local No. 53, may or may not choose to agree to special manning for these vessels.

**Exempted Vessels**

**Navy and Coast Guard Vessels:** While the Port and the ILWU shall offer the services of ILWU linesmen, it is hereby acknowledged that Navy, Coast Guard and Army vessels have traditionally provided their own linesmen. If military lines assistance is not available, ILWU personnel will be assigned.

**Dredges:** It is also acknowledged that both Corps of Engineers and civilian dredges have historically provided their own tie-up crews.

**Barges:** Large ocean barges have usually been exempted in the use of ILWU linesmen. The Port and Local No. 53 agree that this exemption is not automatic but may be agreed upon when it is decided that a waiver is in the best interests of all parties.

**Fishing Vessels:** All fishing vessels are exempt from linesmen requirements.

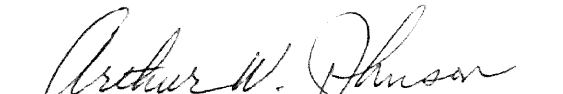
**Dispatch**


Lines requirements will be notified by 4:00 p.m. on the previous day and one hour before call out. If sudden arrivals or diversions make the above impossible, Longshoremen will be called through a dispatcher or any local Longshoreman acting as a dispatcher. A two-hour overtime call out will be paid for this work.

It is agreed that this document covers the use of linesmen at the Port of Newport's Ocean Shipping Terminal only. Any or all parts of this document shall be void if found in conflict with any State or Federal laws.

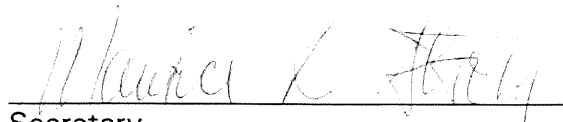
Acknowledged:

  
Vice-President, Port of Newport

  
President, ILWU Local 53

  
Secretary, Port of Newport

  
Labor Relations Representative

  
Secretary

July 23, 1996  
Date

July 23, 1996  
Date



## STAFF REPORT

**DATE:** August 27, 2024  
**RE:** DirectTV at the RV Parks  
**TO:** Paula Miranda, Executive Director  
**ISSUED BY:** Mark A. Brown, Director of Finance and Business Services

### **BACKGROUND**

In the May 28, 2024 commission meeting, approval was received to upgrade the TV system in the Annex for \$12K. Discoveries made during installation did not allow it to move forward.

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### **Update:**

Itsallaboutsattelites was selected to perform the installation. The vendor came onsite the week of July 27 to install the new system. Once onsite, they discovered a WIFI Transcoder is required to enable WIFI transmission of the TV Signal. Allaboutsattelites must install the equipment in the closet in the RV park and marina office, where the signal originates from, for additional cost of \$14,357. Of this cost approximately \$4,800 is to upgrade the main RV park.

When reviewing this additional cost, we estimated we would have to give the customers at the Annex a 10% discount from the current rate if we do not provide TV services. The discount would be \$98 for the monthly visitors or \$5.45 per night for the daily visitor. There are fifty-two (52) sites in the Annex. Since March 3, 2022, the Port has had 5,525 stays at the RV Annex. Of those 949 were monthly 4,576 were less than a monthly stay, resulting in a daily rate. During the summer months (June, July, August, September) the occupancy at the RV park is around 89%. This means during those 4 months forty-six sites are occupied.

In these months, the port will have an average of thirty-eight (38) sites (46.28\* 82.82%) on a daily rate and Eight (8) sites on a monthly rate. The port will lose in the summer months almost 1,000 per month or \$4,000 per summer. The winter occupancy rates are about substantially lower, the port will lose another \$4,000 to \$6000 per year for the remainder of months. This payback in the main park would be much quicker if the TV system were to fail. Based on the age of the system, realistically it will fail in the next 1-2 years.

### **I recommend the following motion:**

I move to authorize the Executive Director or Designee to sign the addendum to the Itsallaboutsattelites agreement for an additional \$14,357.00.



<b>Estimate Number:</b>	<b>6795</b>
<b>Customer ID:</b>	<b>1329</b>
<b>Prepared By:</b>	Ted Maes
<b>Estimate Expires 30 days From:</b>	07/24/2024

<b>From:</b>	<b>It's All About Satellites</b> A Division of Sound Marketing Inc.
<b>Address:</b>	10415 Comanche Rd NE Albuquerque, NM 87111
<b>Billing:</b>	10317 Quarai Ave NE Albuquerque, NM 87111
<b>Phone:</b>	O: 505-296-9423 F: 505-292-5060

<b>Bill To:</b>	<b>Port of Newport RV PARIL Annex</b> 2591 SE Pacific Way Newport OR 97365-5253
<b>Ship to Address:</b>	2591 SE Pacific Way Newport OR 97365-5253
<b>Email:</b>	mbrown@portofnewport.com
<b>Phone:</b>	(541) 351-1904

**Items:**

<b>SKU:</b>	<b>Description:</b>	<b>Quantity:</b>	<b>Unit Cost:</b>	<b>Price:</b>
COM400	<b>Chassis COM 400 Technicolor</b> Chassis COM 400 Technicolor - Chassis COM 400 Technicolor - Equipment	1	\$1,765.00	\$1,765.00
DTVSUBSIDY	<b>DIRECTV Subsidy</b> DIRECTV Subsidy - DIRECTV Subsidy - Equipment	92	-\$80.00	-\$7,360.00
GS108-E-NTSC	<b>Switch, 8 port Gbe+ Managed</b> Switch, 8 port Gbe+ Managed - Switch, 8 port Gbe+ Managed - Equipment	2	\$120.00	\$240.00
83220301-TV Direct	<b>Transcoder, Televes 10 Channel WIFI Transcoder for use Directv</b> Transcoder, Televes 10 Channel WIFI Transcoder for use Directv - Transcoder, Televes 10 Channel WIFI Transcoder for use Directv - Equipment	3	\$4,500.00	\$13,500.00
GENSU	<b>Misc Parts(cables, jumpers, misc connectors)</b> Misc Parts(Rg 6 Cable) - Misc Parts(Rg 6 Cable) - Equipment	1	\$50.00	\$50.00
COM 51	<b>Receiver Card Com51, Technicolor COM3000</b> Receiver Card Com51, Technicolor COM3000 - Receiver Card Com51, Technicolor COM3000 - Equipment	1	\$1,950.00	\$1,950.00
DSWM30S	<b>MultiSwitch-Standard, Single Wire 30 Channel</b> MultiSwitch - Standard, Single Wire 30 Channel - MultiSwitch - Standard, Single Wire 30 Channel - Equipment	1	\$100.00	\$100.00
Install COM3000 System	<b>Install COM3000 System</b> Install COM3000 System - Install COM3000 System - Labor	1	\$4,000.00	\$4,000.00
SWM-EXPNDR-P-RO-09	<b>Expander ATT Passive Satellite Swm Expander</b> Expander ATT Passive Satellite Swm Expander - Expander ATT Passive Satellite Swm Expander - Equipment	1	\$112.00	\$112.00

Sub Total: \$14,357.00

Tax (Various %): \$0.00

Total: \$14,357.00



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Upgrade the current COM3000 23 channel system at the Annex site with 3 Televes WiFi Transcoders for OTI channel reception in the Port Of Newport Annex RV Park (61 spaces). Also included is a new COM400 Chassis and COM51 Receiver card (23 channels) for the 96 Coax spaces at the Port of Newport Marina. With that upgrade you will also receive an equipment subsidy of \$7,360.00 towards the cost of the Port of Newport's 92 spaces. This would be based on a 5 yr 60 month agreement for programming for the Port of Newport Marina as well.

If you have any questions, please don't hesitate to call us. Any additions or omissions can result in additional charges. Terms of payment are Net zero, due upon receipt of invoice. A convenience fee of 4% will be applied to all credit card transactions. **Please note this is not an invoice, this is an estimated minimum quote only, applicable tax not included. A final invoice with taxes included will be provided with any additional time/materials used to complete the job.**

Customer Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Customer Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

# OLD BUSINESS

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**DATE:** August 19, 2024  
**RE:** Rogue Seawall Tieback Repairs  
**TO:** Port Commission  
**ISSUED BY:** Aaron Bretz, Director of Operations

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## **BACKGROUND**

The repair of the sheered tiebacks on the seawall went very smoothly, and they are intact and holding. I am requesting authorization to add the final round of polymer injection that will complete stabilization of the area. This work was projected during the spring work as remaining this fall.

## **DETAIL**

This work includes mobilization and polymer injection to stabilize the final two bays left on the seawall.

## **BUDGET**

We do have sufficient room in the budget to cover this cost.

## **RECOMMENDATION**

I MOVE TO AUTHORIZE THE EXECUTIVE DIRECTOR OR HER REPRESENTATIVE TO AMEND THE CONSTRUCTION AND ENGINEERING CONTRACTS FOR THE ROGUE SEAWALL PROJECT IN AN AMOUNT NTE \$71K, WHICH INCLUDES A 10% CONTINGENCY.

# NEW BUSINESS

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**DATE:** August 19, 2024  
**RE:** Facilities Code Changes  
**TO:** Paula Miranda, General Manager  
**ISSUED BY:** Aaron Bretz, Director of Operations

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## **BACKGROUND**

We have discovered through an appeal to a citation that the Port's practice of granting one boat ramp launch and one retrieval of a boat subject to a long-term moorage in South Beach is not in accordance with the Facilities Code. The Facilities Code as currently written appears to waive launch and retrieval fees without limit for moorage holders.

The Port Facilities Code also does not directly address those who accumulate citations for violations of the Code and refuse to either pay the citation or appeal them in a timely fashion. The Facilities Code does address aging of violations, those that continue to occur day after day, and "chronic" violations, but it falls short of providing a substantive consequence to those who refuse to recognize the violations or the civil penalties themselves.

## **DETAIL**

As the Port has focused more effort and resources on Code enforcement this year, we've seen a definite change in public behavior and more compliance with the Port's Facilities Code. We've done this in response to complaints from Port users about people doing things like parking in traffic lanes, using the rinse down lane in South Beach for things other than what it was intended for, and many others. There has been improvement in these areas, and we get feedback from the public in appreciation of our efforts. As people have been educated and they've seen accountability, in general they've come around but we still have a group of people who are outright defiant with regard to the Port Code.

I am recommending two changes; the first is simply to adjust the number of authorized uses of the boat ramp in conjunction with a long-term slip, and the second change is to more adequately address our problems with people who refuse to follow the rules of our facilities.

1. The Port has issued a one time launch and retrieval pass along with long-term moorages so that boat owners can launch and retrieve their boat. Recently, a person who received a citation appealed and rightfully pointed out that the code seems to grant an indefinite amount of launches and retrievals. I recommend making the attached code change to properly reflect a one-time launch and retrieval.
2. As we have stepped up enforcement of the Port Facilities Code, we have experienced a growing list of people who refuse to address their citations and continue to accumulate more. They also openly question whether the Port will do anything about the fees. They are also encouraging others to do the same on social media and in person, saying things like "just throw

the tickets in the trash... make [the Port] earn their ransom.” To justify their disregard for paying fees and the civil penalties assessed when they refuse to pay for use of the facility (or for improperly using the facility despite adequate signage), they list grievances such as the moving of the boat ramp in South Beach, disdain for the way the new facility was laid out, not enough restrooms, dislike for how the Port operates, and aggravation that the Port charges fees at all for various services provided. A misunderstanding of what funds Port Operations is usually at the heart of these aggravations, but I have talked with many of these people, and their general attitude is indignant defiance. The Port cannot compel compliance with the Facilities Code by charging more civil penalties to people who refuse to recognize the Port’s authority to do so, as long as we continue to allow them to use the facility in the manner in which they choose. I recommend the attached Code changes that include language to refuse service and exclude individuals from the facilities if they refuse to pay the fees associated with their use of the Port.

In considering this change, it should be understood that the Port does not wish to exclude people from the facilities or to deny them of services; we want people to use the facilities as much as possible, but we need them to do so in accordance with the Port Facilities Code, and we need them to pay the associated fees so that we can respond to their complaints with action. However, when Port users refuse to pay fees and to follow the Facilities Code, we cannot continue to allow them to use the facilities.

We certainly listen to complaints people have about service delivery, or about the state of the facilities. With each complaint, we have either done what could on the spot to rectify the complaint, change the Port’s practices, added capital improvement projects to the list, or undertaken minor maintenance projects to respond where there’s an issue. Most of the complaints that generate this level of disregard for use of the facility are born from the public’s misunderstanding of funding, Port resources, or a complete rejection of the Port’s rules. When a person refuses to comply with the rules for use of the Port’s facilities, they should not expect to continue to use those facilities in a manner of their choosing. Because the Port is organized under ORS 777, and is a fee-based facility we are not compelled to allow people to use the Port’s facilities with no cost, nor are we compelled to allow people to use the facilities in a manner of their own choosing.

## **RECOMMENDATION**

None currently. This is the first reading of these changes to the Code; they cannot be approved until the second reading.

**PORT OF NEWPORT  
ORDINANCE NO. 2024-02  
AN ORDINANCE REGARDING CHANGES TO THE PORT FACILITIES CODE**

WHEREAS, the Port of Newport is a duly organized municipal corporation of Lincoln County, Oregon (ORS 777); and

WHEREAS, it is in the best interest of the citizens of the district of this Port and the public generally to have certain ordinances and regulations regarding and relating to the public process of policy development codified; and

WHEREAS, Ordinance No. 1-2013, adopted on May 28, 2013, created the Port Facilities Code;

**NOW THEREFORE, THE PORT OF NEWPORT BOARD OF COMMISSIONERS ORDAINS AS FOLLOWS:**

Add to Section 2.24 Denial of Services

“2.24 (k) Any person who accumulates greater than three Class A, B, C, or D Facilities Code violations or who owns a vehicle that was used to commit those violations, and fails to appeal those actions under 7.22 of this code or who fails to remit the civil penalty for those violations within 30 days of issuance of the violation, may be excluded from Port Properties and/or may be denied all further services until all civil penalties are remitted to the Port.”

Amend Section 5.23 Launch Ramp:

5.23 (a) “No person may launch or retrieve a vessel from the launch ramp without prepayment of launch or retrieval fees in amounts set by the Port. A vessel that is subject to a current and not delinquent MLA with an assigned moorage location at the Recreational Marina may be launched **once** and retrieved **once** without payment of launch or retrieval fees. **However, additional launches and retrievals at the boat ramp are subject to standard boat ramp fees. The one time launch and retrieval pass shall be issued through the South Beach Marina/RV Office, and dates may be amended, but additional launches and retrievals shall not be granted by the South Beach Marina/RV Office.**”

**APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS this 24th day of September, 2024.**

# EXECUTIVE DIRECTOR MONTHLY REPORT

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**DATE:** 08/27/2024  
**PERIOD:** 07/17/24 – 08/21/2024  
**TO:** Board of Commissioners  
**ISSUED BY:** Paula J. Miranda, Executive Director

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## **OVERVIEW**

Summer is always busy at South Beach. Unfortunately, they have been a bit short handed, which made things a bit difficult. At North Commercial they are still working on tuna. The administration staff has been working hard on grants, both received and applied.

Here are some of the highlights for the month:

### **South Beach**

Rogue Seawall: The first phase has been completed. The second phase is expected to start soon, pending commission approval. The cost to finish the work is quite reasonable. We just received the loan funds from Business Oregon, which helped with our cash flow a bit.

RV Park: As mentioned previously, attendance is slightly lower than last year, but revenues are higher. That is what we expected due to our recent changes. One other thing to take into consideration is the spike we had following COVID where the desire to be outdoors was greater. I believe things are just evening out now.

RV Park Annex Redesign: The work is mostly completed, and the consultant will be presenting during this meeting.

Marina: Same case with the marina. The use has gone down slightly. Folks are happy with the new fish cleaning tables, and they have been heavily used.

Dredging: We are working with OPPA to bring funding request to the Oregon legislature, since we were unable to obtain federal funding. Because of schedule, chances are we will not be able to dredge South Beach until next year.

NOAA: We recently had some issues with some trespassers at the NOAA facilities from the water side. NOAA requested the port consider some possible fencing on the water side. We are currently evaluating it and will let commissioners know should we decide to move forward.

### **North Commercial**

Port Dock 7 Plan/ Commercial Marina Channel Dredging Sediment Plan: The sediment sampling has just been received and it's being evaluated. All parties will meet to evaluate areas to be dredged. Now the US

Army Corps can complete their evaluation for the channel work and our consultant can continue with the PD7 design. The sediment testing has not showed anything of major concern.

PD7 Funding: We are looking really good for the ConnectOregon funds for Port Dock 7. We are listed as number 6 out of 35 projects through the Final Review Committee Prioritized Funding Recommendation where they recommend funding for the first 19 projects on the list. A public hearing took place on August 15 and there is nothing heard that could possibly change the outcome for our project. The final decision will be made by the Oregon Transportation Commission on October 10. Meanwhile, we expect to hear on the Ports Infrastructure Development Plan grant through the Maritime Administration around the same time.

Seafood Processing Meeting: On August 19, the Port hosted the West Coast Seafood Processors Association and many invitees, including legislators, DEQ and other interested parties to talk about issues related to wastewater for seafood processors. Apparently both California and Washington have been working on this issue for a while. Now Oregon no longer wants to delay implementing what they believe to be a requirement under the Clean Water Act. Although this is not something new, it has caused a lot of problems for seafood processors, including large costs that contributed to the shutdown of a processor here in Newport in particular. This is an initial meeting to start the conversation on the issue. Some ports have already started investing in their facilities, as they have seafood processors within their facilities. For the Port of Newport, it's a little bit more complicated, as most seafood processors are located at Bay Blvd where we don't have capabilities for expansion. Although it seems like the ports are better geared to receive funds for such projects. The Port and Pacific Seafood has started conversations to see how we can be involved in helping in the process. More to come.

## **Newport International Terminal**

RORO Dock Piling Assessment: Aaron is finalizing bid document, which will need to be reviewed by USDA before going out.

MARAD PIDP Grant/NIT: A contract has finalized been completed and we are now getting ready to move forward with the 9 acres work and order of the equipment. It may take a couple of months to get the process moving.

Accident at PD5: Just today 08/21/24 we had a vessel (Western Hunter) run into Port Dock 5 damaging several pilings (4/5) and other infrastructure. The vessel is insured, and we are working to pursue repairs through their insurance along with any other losses to the Port. Unfortunately, even an emergency permit request to fix the pilings may take about a month. We are doing everything we can to get things repaired and make the dock functional as soon as possible.

ILWU Lines Agreement: I have been working with ILWU on some small changes to the Lines Agreement. Unfortunately, I don't believe we will be ready to present the changes during this month.

## **Financials:**

Although it has taken a while to get here, the new financial system is finally paying off. Staff is now saving loads of time, as they can be more efficient in getting reports completed, etc. Take a look at the Financial Staff Report.

Our biggest challenge currently continues to be the cash flow due to some unexpected expenses such as the large cost to the sediment plan for PD7 and the extra cost for the Rogue Seawall. On the good side, the expected sharing cost for the RORO dock at the Terminal, as we received the federal grant and the PIDP sharing cost. We are being very careful in making sure we always maintain a certain level of funds in our contingency. Therefore, we had to hold off on some projects at time, so not all the expenses happen at the same time.

Audit: Staff is now working with auditor on a full audit.

Fiscal Manual: Still working on this. We should expect this to be completed soon.

## **Miscellaneous:**

Code Enforcement: We continue to have challenges of people not wanting to pay, or parking in the wrong places. There is a lot of entitlement from folks that just refuse to follow the rules. While it may seem unreasonable to some, there are a lot of people happy with the Port for enforcing the rules. So, while we receive a fair number of complaints, we also receive a lot of compliments. This all apply to both sides of the bay.

Derelict Vessels: We continue to deal with a lot of derelict vessels on both sides of the bay (Especially South Beach), which takes a lot of our staff time. We are waiting for DSL outcome on the funding of the removals.

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

- 07/18/24 - PNWA Meeting
- 07/19/24 - Business Oregon Federal Coordination Committee
- 07/22/24 - Operations Recurring Meeting
- 07/23/24 - Finance Recurring Meeting
- 07/23/24 - Commission Meeting
- 07/24/24 - Meeting with Nina Veter - New City Manager
- 07/25-08/13/24 - PTO
- 08/14/24 - Operations Recurring Meeting
- 08/14/24 - Finance Recurring Meeting
- 08/14/24 - PIDP grant coordination meeting
- 08/15/24 - OPPA Meeting
- 08/15/24 - ConnectOregon Public Hearing



- 08/15/24 - PNWA Meeting
- 08/19/24 - Operations Recurring Meeting
- 08/19/24 - Finance Recurring Meeting
- 08/19/24 - WCSPA Meeting
- 08/20/24 - Coastal City Managers/CWCOG Meeting
- 08/20/24 - Chamber Board Meeting
- 08/21/24 - PNWA Meeting

### **Upcoming Schedule:**

- 08/22/24 - Coffee with Kiera (media)
- 08/23/24 - Communications Meeting
- 08/26/24 - Operations Recurring Meeting
- 08/26/24 - Finance Recurring Meeting
- 08/27/24 - Commission Meeting
- 08/29/24 - Lincoln County ERAP
- 09/02/24 - Labor Day
- 09/06/24 - Communications Meeting
- 09/09/24 - Operations Recurring Meeting
- 09/09/24 - Finance Recurring Meeting
- 09/10/24 - Department Heads Monthly Meeting
- 09/12/24 - Commercial Fishing Users Group
- 09/16/24 - Director's Monthly Meeting
- 09/17/24 - Coastal City Managers/CWCOG Meeting
- 09/17/24 - Chamber Board Meeting
- 09/18/24 - Lincoln County ERAP
- 09/20/24 - Business Oregon Federal Coordination Meeting
- 09/24-25/24 - Business Oregon Infrastructure Finance Conference - Portland
- 09/26-27/24 - Oregon Public Ports Association Annual Conference - The Dalles
- 10/01-03/24 - Pacific Northwest Waterways Association Annual Conference - Vancouver



## FINANCE DEPARTMENT MONTHLY REPORT

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**DATE:** July 23, 2024  
**PERIOD:** July 1, 2023, to July 31, 2024  
**TO:** Paula Miranda, Executive Director  
**ISSUED BY:** Mark Brown, Director of Finance and Business Services

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Financial Reports are included through July 31, 2024 for all funds.

### Issues of Importance

#### Audit

The preliminary work with the Audit firm for the 2023-2024 audit is complete. Staff are now reconciling all the G/L accounts, this is close to being complete, with one account remaining.

The port has prepared the entries needed to comply with GASB 87/96. Each lease has been reviewed, and a spreadsheet “borrowed” used to create the entries.

#### Financial System

Business Central is fully up and running. We have made (or are making) any final touches to make it run smoothly. At this point, all balances have been reconciled. Some (and not nearly all) areas where the Port is seeing significant savings in time:

- Monthly/Annual Depreciation
  - Prior to implementation of this software it took 3 days per month to reconcile and determine correct depreciation, with the software, it takes 5 minutes per month.
- Bank reconciliations
  - Although we are running duplicate systems right now (one paper, one in Business Central), we can see the time savings occurring once staff is comfortable with bank reconciliations within Business Central.
- Monthly Closing
  - Each month a series of steps takes place to close the month. Previously, it would take 1-2 weeks to close a month, now closing the month is a matter of a single day. Port staff had to log in and out of different “companies” in Quickbooks, and there was no way to block a future transaction from being posted in a prior year (that had been closed). Once the Auditors are done with a fiscal period, the staff accountant or Director of Finance will close a period so no transactions can be posted in a prior period, we can even do this monthly, if desired.
- Service tickets
  - Service Tickets in the Commercial Marina are entered as the transaction occurs, not a week or two weeks later. Service tickets at the International terminal are entered weekly. This allows port staff to run fairly accurate financials at any time of month.
  - Retrieval of supporting documentation for Auditors.
  - Documents related to transactions are now attached to the transaction itself. When the auditors request supporting documentation, it can be gathered in minutes, instead of hours.

- Financial Statements
  - Financial statements can be produced for each Fund and Department within 30 minutes, it previously took a full day.
    - Entering a Journal Entry/Reversing an entry
  - BC makes it easier to post a journal entry and to reverse it when appropriate, we will be implementing “self-reversing” entries in the upcoming months (used at year end).
    - Auditability of approval processes
  - BC has built-in auditability of transaction approval. Previously, all of this was manual, in order to provide evidence of approval we needed to go back to the original documentation, now we just pull up a log of approved transactions.

### **Human Resources**

A question has been added to the application process making it clear that the port may not consider attachments in its initial evaluation of an applicant’s qualifications and may only review the completeness of the application and the contents of the duties within the application to determine the initial ranking of applicants.

We have also added a question regarding the ability of the applicant to perform the essential duties of the job.

### **RV Park**

The RV park is full pretty much every day of the week.

The main park shows a steady occupancy over the past 2 years, as does the Annex, Dry Camp shows a decline. Looking at last year revenue versus current year for July 2024, revenue increased \$2,000 for the RV park space rentals, and \$15,000 moorage. The occupancy rates are shown below:

RV Main Park			
	Occupancy Percent		
	2022-23	2023-24	2024-25
July	96.28%	102.73%	98.56%
August	98.74%	101.16%	
September	95.94%	102.28%	
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%	
September	78.65%	76.09%	
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%	
September	39.29%	5.44%	
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%	
September	93.30%	90.23%	
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%	

The Marina Transient Moorage indicates that transient moorage has decreased 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%	
September		59.72%	67.78%	
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%	

## Financial System

Port staff have been manually reconciling the Port Bank account. However, not reconciling the bank account in the financial system causes the Balance sheets to display the incorrect account balances. Port staff have the reconciliations current, and are working to give me assurances the fund balances are correct.

I have included some new reports in the financial statement package. This report compares the Operating revenues and expenses of the Operating Departments, the Commercial Marina, the International Terminal and South Beach.

Clean up was performed on South Beach accounts, every account with a balance was reviewed to determine if a corrective action was needed. If corrective action was needed it was completed.

All functions of the front office are being captured in a procedure manual, where procedures already exist, each procedure is being reviewed and updated if necessary.

Port staff is reviewing the processes and procedures in South Beach. The current process overstates accounts receivable and understates deposits. A new process has been developed that corrects this, but we need to sit down and flush out any issues with the new process prior to implementation.

## 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 July 31, 2024, are attached for your review and are included in the commission packet, balance sheets are not included, Port staff has reconciled the bank accounts through June 30, and are doing some final analysis to get the cash balances by fund correct in the GL system. I felt it best to present the cash balances in the report and provide correct balance sheets next month.*

*The month-to-month budget is based on a straight line forecast of revenues and expenditures. Revenue is recognized differently in the Commercial Marina from previous years. Revenue is spread across the term of the Moorage License agreement instead of immediately recognized. This means lower revenues during the transition period.*

**General Operating Fund  
Balance Sheet**

As of July 31, 2024, in June of 2024 the Port spent over \$2 million from general operating funds for the Rogue Seawall, the Port has received a loan of \$1.14 million, however, these monies will show up on the August financial statements. The current balance for the FUND General Operating Fund is (\$273,385). However, there are \$576.293 of funds (undeposited funds) the port has received that are not reconciled into the bank account, giving the port a positive account balance of \$302.908. In August the Port will receive \$1,140,000 from Business Oregon. The port has a number of large project underway. A 1-year cashflow is being prepared, and some positions are not going to be filled to help with the ports cashflow. *We had budgeted over \$1,000,000 for transfers in NOAA Transfers FY 2024, but did no transfers, we will be reviewing to determine if we should transfer monies from NOAA.*

Overall revenue is down 70,931 versus July of 2023.

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

*All Departments General Operating Funds*

Operating Revenue is unfavorable by	\$ 12,944
Operating Expenses are favorable by	\$ 195,810
Operating Income (budged only) is favorable by	\$ 182,865
Non-Operating Revenue is favorable by	\$ 1,143,256
Non-Operating Expenses are unfavorable by	\$ 571,512
Non-Operating Income is favorable by	\$ 541,744
<b>Net income</b> is favorable by	\$ 585,955

### 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. Any other category of expenses will be moved to the correct department and not discussed here.

#### *Unallocated*

Non-Operating income is Neutral	\$
Non-Operating Expense is favorable by	\$ 13,977

### Variance Explanation

This is a budget issue at this point, the expense for Debt Service was estimated for each month, this will even out over time.

#### *1 Administration (Dept 100)*

Operating income is favorable by	\$ 1,871
Operating expenses are favorable by	\$ 108,458
Operating Income is favorable by	\$ 486,847
Non-Operating rev (before deprec) is favorable by	\$ 3,256
Non-Operating Expenses are Neutral	\$
Non-Operating Income is favorable	\$ 3,256
<b>Net income</b> is favorable by	\$ 106,083

### Variance Explanation (dept 100)

We are expecting the Fed to begin lowering interest rates, so did not budget much for interest. The variance in salaries will change as the new workers comp rate begins in August.

#### *Commercial Marina (Dept 300)*

Operating revenue is unfavorable by	\$ 12,208
Operating expenses are favorable by	\$ 55,935
Operating Income (before deprec) is favorable by	\$ 43,727
Non-Operating revenue is neutral	\$
Non-Operating Expenses Neutral	\$
Non-Operating Income is Neutral	\$
<b>Net income</b> is favorable by	\$ 43,727

### Variance Explanation (dept 300)

A variance of 494,607 is shown in capital outlays, this is an expense from Fiscal year 2023-2024 and is being moved to the correct year. Services revenue is lower than expected, if the trend continues, we may need to reforecast revenue. The lease revenue is down in the Commercial Marina, we are investigating this, we have a change of staff, and this may be due to billing methodology.



*International Terminal (Dept 500)*

Operating revenue is unfavorable by	\$ 35,778
Operating expenses are favorable by	\$ 21,256
Operating Income is unfavorable by	\$ 14,522
Non-Operating revenue is Neutral	\$ 0
Non-Operating expenses are Neutral	\$ 0
Non-Operating Income is Neutral	\$ 0
<b>Net income</b> is unfavorable by	\$120,471

**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 favorable by	\$ 33,249
Operating expenses are favorable by	\$ 21,571
Operating Income is favorable by	\$ 54,819
Non-Operating revenue is favorable by	\$1,140,000
Non-Operating Expenses are unfavorable by	\$ 84,433
Non-Operating Income is favorable by	\$1,055,567
<b>Net income</b> is favorable by	\$1,068,850

**Variance Explanation (dept 700)**

A variance of 84,433 is shown in capital outlays, approximately \$15,000 belongs in the previous Fiscal Year, and is being moved. The operating revenue looks in line with expectations.

**NOAA Lease Revenue Fund**

**Balance Sheet**

As of July 31, 2024, the NOAA Lease revenue Fund had a cash balance of \$1,857,332, 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	\$ 6,467
Operating expenses are unfavorable by	\$ 16,009
Operating Income is unfavorable by	\$ 22,476
Non-Operating revenue is favorable by	\$ 2,389
Non-Operating Expenses are unfavorable by	\$ 3,000
Non-Operating Income is unfavorable by	\$
<b>Net income</b> is unfavorable by	\$147,756

**Variance Explanation (NOAA)**

A variance of 84,433 is shown in capital outlays, approximately \$15,000 belongs in the previous Fiscal Year, and is being moved. The operating revenue looks in line with expectations, the variance will disappear as we get the increases in place. \$11,000 is in Operating expenses and is being moved to non-operating expense as it is a capital expenditure.

We had budgeted over \$1,000,000 for transfers out in FY 2024 and will be determining if we should transfer monies to GOF.

**Reserve Fund**

Cash available \$1,368,997

**Bonded Debt Fund:**

Cash available \$ 161,323

**Facility Maintenance Fund:**

Cash available \$ 467,626

Those with no payment plan as of 08/15/2024:

Name	Vessel	Balance	ThreeMonth	FourMonth
Mark Henkel	Erla-N	7,728.70	1,072.01	0.00
Clay Archambault	Island Girl	2,125.96	1,949.03	0.00
Corsair Inc	Tauny Ann	2,677.26	391.19	0.00
John King	Evening Star	475.93	444.02	0.00
Oregon Mariculture LLC	Western Hunter	7,170.44	0.00	5,995.91
Alan Baird	Molly	739.29	50.40	156.27
Tiburon Fisheries LLC	Das Bug	2,871.50	279.40	2,479.00
Sookie Fisheries	Gooney Bird	6,844.16	134.40	2,175.50
Robert Talbott	Leisure Lee II	4,462.02	0.00	4,162.88
Oregon Mariculture, LLC	Western Hunter	10,469.75	0.00	9,683.03
Seal Rock Seafood LLC	Ashtella Rhelyn	3,673.30	32.05	11.35

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.

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## **DIRECTOR OF OPERATIONS REPORT**

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**DATE:** 7/16/2024  
**PERIOD:** July 2024-August 2024  
**TO:** Paula J. Miranda, Executive Director  
**ISSUED BY:** Aaron Bretz

### **OVERVIEW DIROPS**

#### **Summary:**

The Terminal has been a little slow as the summer carries on, tuna are inshore currently, so we see activity associated with tuna fishing on both sides of the Port.

#### **Detail:**

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

We have received the 1,000 page report from the core drilling and sediment samples. Our geotechnical consultants have scheduled a meeting with the Portland Sediment Evaluation Team (Army Corps PSET) to discuss some of the findings; we expect the fill to be certified as clean, and will not require special handling. We expect most of the sediment to be disposed of at sea, but the mudstone will likely have to be handled ashore because solid material cannot be disposed of at sea.

Held meeting with engineering and environmental consultants to begin the work of establishing the dredge prism for the Port Dock 7 berths. The Army Corps is concurrently establishing that data for their channel.

Upcoming meeting with consultants and Army Corps Section 408 personnel to discuss alterations to the South Beach Breakwater as part of the project.

Scheduled Commercial Fishing Vessel User Group meeting to discuss PD7 project on September 12<sup>th</sup>.

The Port Dock 7 project has been recommended for approximately \$9 million in funding by the Connect Oregon Selection Committee. We now wait to see if the Federal funding will come through.

- **RORO Dock Piling Assessment**

Completing final edits and approval by Dept. of Agriculture to ensure we can access the state money awarded for the project.

- **Dredging**

I am awaiting determination of funding sources to put the South Beach Dredging project out for bid. I do anticipate that as the summer kicks off, we will hear more and more complaints from the public about depths in the South Beach Marina.

- **RV Park Annex Redesign**  
Presentation by Good Work Architects at this month's meeting.
- **Rogue Seawall**  
See report.
- **MARAD PIDP Grant:**  
The grant agreement has been executed, attended training by MARAD on how to submit for reimbursals and quarterly reports. Preparing formal solicitations for the project work.
- **Code Enforcement:**  
We're continuing to focus on code enforcement. We continue to hear various complaints from the public, usually centered around people not being allowed to do some things that they want to do. However, we are hearing from many in the public who are thankful that we've been successful at curbing some behavior that, while individuals may prefer, are often nuisances for the overall public. This includes parking in traffic lanes and other areas designated as "no parking" or areas designated for specific Port users, people accessing the property late at night but who are not affiliated with any Port use of any sort, and enforcement of the Port's dog leash ordinance. We have also noted a change in the behavior of the public as more people are following the Port rules. We do have a growing list of people who are accumulating citations for not following the Facilities Code and who refuse to do so until the Port takes some kind of substantive action to force them to. This is why I've included a recommended change in the ordinance to address scofflaws with tangible consequences.

We excluded one individual this month for 30 days, and upheld their appeal in writing.

We cleared a homeless encampment that was well hidden on the 9 acre lot.

- **OSU Marine Studies Initiative Interns**  
Kari will be wrapping up this month, and Erin is back. She will be finishing in the coming weeks.

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

### **Billable Services Performed this Period (june)**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Forklift –83 hrs                | <input checked="" type="checkbox"/> Moorage – 60 Days    |
| <input checked="" type="checkbox"/> Hydraulic Crane -28 hrs         |  |
| <input checked="" type="checkbox"/> Hoist Dock Tie Up –86 hrs       |  |
| <input checked="" type="checkbox"/> Labor – 111 hrs                 | <input checked="" type="checkbox"/> 120V power – 0 hrs   |
| <input checked="" type="checkbox"/> Other Overtime Billed 26.75 hrs | <input checked="" type="checkbox"/> 208V power – 28 Days |

### **South Beach Marina:**

- We had 1501 launches @ \$13515 between 6/1/2024 7/1/2024

## South Beach Marina:

☒ We had 1673 launches @ \$15064 between 7/1/2024 8/1/2024

### Recreational Marina:

New fillet table has been heavily used which is great to see people make use of it. Once crew members get back from vacation and we get staffed appropriately, we will begin working on E-dock end tie. We shuffled 3 boats around to help with extra revenue. C-Dock gate is still on the books to be installed but with things already being behind it might not happen until this fall. Had some electrical issues on B-dock which got addressed in house otherwise it would have been upwards of a \$5000 repair. We took note that B-dock is in desperate need of a new main panel on the second half of the dock. We will hopefully repurpose one from the commercial marina. Thursdays-Saturdays are starting to get busy which in turn increases our fish tote usage, trash, and restroom usage. When time allows, we will be installing hand dryers in the annex restrooms to help alleviate hand towel usage and waste.

### Commercial Marina:

Commercial marina is still performing offloads. Cleora was pulled out of the water due to dangers of sinking. Crew will be installing a large number of GFI's and plugs on PD5 and PD7 due to warn gear. Crew installed deck boards down on PD7 and will be installing more on PD5A. Crew is putting a little time when available trying to get the tug cleaned up. The waste oil tank is still on our list for replacement as soon as funds are available.

### Staffing:

With the amount of seized vessels in our possession on both sides of the bay, it's becoming a full time job pumping and checking them on a regular basis which takes away from more important tasks. This still holds. We keep acquiring more boats every month which makes for more lost time in multiple departments. We continue to shuffle these boats around to try and help with the revenue stream so we don't have a continual revenue loss for the slips that they were in. We have been trying to get our crews to get their vacations in but without seasonals it makes it very difficult to accommodate this. Would like to keep pushing forward with Port on call staffing, and get pay and phone worked out.

### Equipment:

Both marinas compactors are starting to get pretty rough and we are welding/fabricating new sheets for certain areas that need to be replaced. The lift arms on both of them are going to need to be completely rebuilt hopefully later than sooner. Forklift in south needs the rear steering and bushings replaced due to wear and tear and the environment it's in. **This has been completed.** The port is still in need of a new 1 ton or larger dump bed or flat bed truck with some kind of trailer to haul tractor and associated equipment. The ford ranger with the lift gate in south beach is starting to break down as far as the under carriage and running gear. The overall condition is in bad

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

**Vessels Using the Facility Since My Last Report – R/V Atlantis**

Replaced the barbed wire above the man gate.

Annual eelgrass survey (2 volunteer helpers from NOAA this year!). This was part of the mitigation for construction of the facility.

The backflow devices on the fresh-water systems had annual inspection and testing by Advance Backflow.

Quarterly elevator inspection and service by AVS.

Annual storm sewer cleanout and ConTech filter replacement by Central Coast Excavating and Andrew.

Annual Generator service. Water pump replacement. Cummins NW.

Semi-annual inspection of FM-200 (Fire Prevention) Systems and troubleshooting hazmat container system by Pye/Barker.

Elevator locked up with a guard in it (see separate report). AVS came to service elevator after it locked up.