

PORT OF NEWPORT COMMISSION WORK SESSION

Wednesday, October 4, 2023, Noon

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/2023-10-04-commission-meetings-2023-oct-4-2023-noon>

Anyone interested in making public comment must complete the form on our website and submit it by 11:00 a.m. on Monday, October 2, 2023: <https://www.portofnewport.com/2023-10-04-commission-meetings-2023-oct-4-2023-noon>

I. Call to Order

II. Changes to the Agenda

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

IV. Discussion Regarding RV Park Plan PoliciesPage 2

V. Adjournment



RV PARK - Three Year Plan

Definitions:

- Long Term Stay – A stay in the RV park and/or Marina which is more than 30 days or more, this makes the reservation room tax exempt.
- Peak Season – April 1 to October 31, as in the Rates and Fee Schedule.
- Off Season – November 1 to March 31, as in the Rates and Fee Schedule.
- RV Space – Single space in the RV park.
- Marina Slip - a single slip in the RV park.
- Combo Rental – rent an RV Space and a Marina Slip
- Single Rental – rent either an RV Space and or Marina Slip (not both)

Background:

The Port of Newport is a public entity and provides services for all sectors of the public. A portion of the Port's Mission and Values are to consider that it is a steward of Public Resources and manage the properties in a responsible manner. The Port must maintain its capital facilities in working order, the Port will manage the funds entrusted to it wisely, prudently, and ethically. The Port will serve as the Premier Oregon Coast port for the Commercial fishing fleets, for recreational fishing and tourism, and for Ocean Observation and marine research. The Port will be one of the top two Oregon Coastal Ports for waterborne commerce.

During the busiest season (April to September) the Port RV Park and Marina turn away 10 to 30 tourists per day, as the RV park is full of long-term guests.

Year 1

Peak Season

6-month maximum stay with a 40% discount, this applies to those with an RV space and a Marina Slip.

Those desiring to stay without a Marina Slip will receive a discount of 35% and can stay for a maximum of 3 months. They must be gone a minimum of 1 week prior to returning to the RV Park. Priority will be given to those with a Marina Slip.

The one-month deposit paid in advance will be applied to the last month of the rental and is non-refundable, exceptions must be approved at the Director level or above. When the customer arrives, they will need to pay the first month of the rental (unless they are staying for just one 1-month, where deposit will be applied).

Those staying in the RV Park, must spend 70% or more of their time in the RV park. That is to say, during any 10-day period, the guest must spend 7 days in the RV park.

The RV Park will be limited to no more than 50% of RVers staying longer than 1 month.

If those with a RV space and Marina Slip do not reserve a spot as they leave, they lose their spot, but can make a reservation for the next year.

Giving a customer the option to make next year's reservation as they are leaving saves time for both staff and the customer. This also relieves customer anxiety about which space they will get next year.

The Port has made consideration for those with a long-term stay that is less than 6 months and would like to make a reservation for the following year. The Facilities Code (Chapter 5, Section 29 (a)) limits the vessel registration (for moorage) to 6 months in advance. For consistency purposes the Port has limited RV reservations to 6 months in advance. However, for long-term reservations, an exception is being made, allowing the customer to make the reservation in November to the maximum percentage specified for the RV Park each year.

Offseason

Allow a stay up to 150 days (5 months)
Rate would continue to be discounted at 50%.

Year 2

Peak Season

6 -month maximum stay, with a 35% discount on stays of 30 days or more for those with an RV space and a Marina Slip.

Those desiring to stay without a Marina Slip will receive a discount of 30% and can stay for a maximum of 3 months. They must be gone a minimum of 1 week prior to returning to the RV Park. Priority will be given to those with a Marina Slip.

The one-month deposit paid in advance will be applied to the last month of the rental and is non-refundable, exceptions must be approved at the Director level or above. When the customer arrives, they will need to pay the first month of the rental (unless they are staying for 1-month).

Those staying in the RV Park, must spend 70% or more of their time in the RV park. That is to say, during any 10-day period, the guest must spend 7 days in the RV park.

The RV Park will be limited to no more than 40% of RVers staying longer than 1 month.

Allow those with a long term stay and moorage to sign up for their space prior to leaving the park.

Off Season

Allow a stay up to 150 days (5 months)
Rate would continue to be discounted at 50%.

Year 3

Peak Season

6-month maximum stay, with a 30% discount on stays of 30 days or more for those with an RV space and a Marina Slip. The monthly rental rate in the RV park will only be offered to those with a Marina Slip.

The one-month deposit paid in advance will be applied to the last month of the rental and is non-refundable, exceptions must be approved at the Director level or above. When the customer arrives, they will need to pay the first month of the rental (unless they are staying for 1-month).

Those staying long-term in the RV Park, must spend 70% or more of their time in the RV park. That is to say, during any 10-day period, the guest must spend 7 days in the RV park.

Allow those with a long term stay and moorage to sign up for their space prior to leaving the park. Maximum amount of park filled with stays of 30-days, or more is limited to 35% of the RV Park.

Off Season

Allow a stay up to 150 days (5 months)
Rate would continue to be discounted at 50%.

Questions and Answers:

I rent several spaces, one for my RV and a Marina Slip, and RV spaces for my family (or friends) for this same period of time. How would I be charged?

In this case, one (1) space is a Combo rental, and the remaining spaces are considered single rentals.

Is this all about the revenue?

Revenue is part of the consideration. The Port has over \$63 million (excluding NOAA) in projects to accomplish; over \$18 million are in South Beach, this excludes Black top replacement and replacement of the Docks and Piers (A-J). But there are more considerations; Daily we receive complaints and turn away many customers wanting to stay short term, as a majority of our spaces are filled with long-term guests, some who are only in the park 2-4 days per week.

We have evaluated other public RV parks around the State and currently most of them do not provide long term stays during the busy months. We also have evaluated the revenue provided by the few short-term guests, and compared this to the long-term guest revenue, the short-term guests generate more revenue than long-term guest, although the long-term guests are semi-guaranteed revenue. The Port does not want to eliminate long-term guests, just limit the number, so we can serve the entire population of guests wanting to use the RV park.

How will payment be made?

*Terms of payment for Long Term RV stays are deposit of 1-month payment at the time of the reservation. Payment must be paid in full at the time of check in or account set up for auto-payment. The Deposit is for the **LAST MONTH** of the Stay. No refund of 1-month deposit, the exceptions would be a major illness or death. The question is would we be willing to apply this as a credit to their account, if we say yes, the credit would be good for a maximum of a 1-year period, other cancellation fees would then apply.*

Are we going to have a lottery system?

No, effective immediately the lottery system is eliminated, those with an RV space and Marina slip can sign up for a space as they leave the RV park. For those that have already left the RV Park and Marina, Park staff will contact them to get their reservation information, if they so desire.

Those wanting to stay in the RV Park Long Term without a Moorage Slip, will be allowed to do so in November, by calling the RV park office, first come first served, up to the occupancy specified in each year.