

**PORT OF NEWPORT COMMISSION MEETING**

Tuesday, April 22, 2025, 5:00 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.

Anyone interested in making virtual public comment must complete the form on our website and submit it by 11:00 a.m. on Monday, April 21, 2025.

**WORK SESSION**

- I. Call to Order**
- II. Changes to the Agenda**
- III. Public Comment (3-minute limit per person)**
- IV. Goals and Objectives Discussion**
- V. Adjournment**

**REGULAR SESSION**

- I. Call to Order**
- II. Changes to the Agenda**
- III. Public Comment (3-minute limit per person)**

**IV. Consent Calendar**

- A. Minutes.....**2025** March 26
- B. Financial Reports
- C. Accounts Paid
- D. Appointment to Budget Committee

**V. Old Business**

- A. Approval of Resolution 2025-01 Setting Rates, Fees and Charges - *Miranda*
- B. Executive Director Salary Discussion – *Miranda*

**VI. New Business**

- A. Approval of Easement Request from Neighbor on Bay Blvd - *Bretz*

**VII. Staff Reports**

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

**VIII. Commissioner Reports**

**IX. Calendar/Future Considerations 2025**

Budget Committee Meeting.....	May 13, 2025
Memorial Day – Port Offices Closed.....	May 26, 2025
Next Commission Meeting.....	May 27, 2025

**X. Public Comment**

**XI. Adjournment**



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DATE: 04/18/2025  
RE: 2025-26 Capital Improvement Update  
TO: Board of Commissioners  
ISSUED BY: Paula Miranda, Executive Director

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## **BACKGROUND**

The Capital Improvement List is part of our Strategic Plan. I am providing an update as part of our Goals and Objectives to line up with our budget.

We are currently waiting for Legislative approval for Business Oregon to update their Ports and Marketing fund in order to fund more of the cost of updating our Strategic Plan, which we expect to happen at the end of the year. Meanwhile, we are just updating our projects list.

## **RECOMMENDATION**

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

Criteria Used to evaluate and group Projects:

- 0. Project Underway, continuation or completed
  - 1. Large adverse affect on operating revenues, and\ or has a large adverse affect high paying jobs in district
  - 2. Moderate to small adverse affect on Operating revenues and/or impacts lower paying jobs in the district
  - 3. Improves overall operations, resulting in a better port, with better services, may or may not impact jobs
  - 4. No impact to operations, does not generate revenue

Green – Completed  
 Blue – Underway  
 Yellow – Budgeted

**CAPITAL IMPROVEMENT PLAN**

Dept.	Capital Improvements	Cost Est.	Original Timeline	Budget Year	Criteria	Rationale for group	Funding Source (Grant, Loan, OP Funds)	Current Status	Priority
NIT	Planning project to identify a mix of uses/opportunities that will maximize use of the terminal and adjacent vacant port-owned properties, and increase net revenues to the Port	\$30,000	2019	2026-27	3	This may or may not help improve the marketability of the site.	OP FUNDS, Potential Grant	We held this off as we were working with a couple potential users and now we are looking to get the 9 acres ready and obtain the	3

								necessary equipment through the MARAD grant.	
NIT	Asphalt lot west of shop, behind shop, and near the east entrance; asphalt nw corner of laydown area	\$234,000	2019-2023	2026-27	3	We have completed some of the pavement behind and on the West side of the building, but we still have one area to be completed. We are still working with Rondys on the dredge material removal. We may be able to swap some sand for transportation of the material.	OP Funds	We completed the asphalt paving to the lot west of the shop. We still have additional paving to do.	Underway
NIT	Mutually beneficial project, as required by development agreement with	\$50,000	2019-2023	2024-25	3	We have completed some of the pavement behind and on	OP Funds	We are still working with Rondy's on the mutually	3

	McLean Point developer					the West side of the building, but we still have one area to be completed. We are still working with Rondys on the dredge material removal. We may be able to swap some sand for transportation of the material.		beneficial project.	
NIT	Removal of dredge material from Rondys property	\$200,000	2019-2023	2024-25	0	We have completed some of the pavement behind and on the West side of the building, but we still have one area to be completed. We are still working with Rondys on the dredge	OP Funds	We have budgeted to remove dredging material for the current fiscal year as requested by Rondys	Budget ed

						material removal. We may be able to swap some sand for transportation of the material.			
NIT	Repair of RORO dock Pilings	\$687,000	NA	2025-26	1	Assessment has been completed and some Pilings at NIT RoRo dock needs repairs and/or treatment to extend their life. Permit has been received.	45% Op Funds and 55% grant funds	We were notified that we did receive 55% of the funds through the Congressionally Directed Spending FY 24. Engineers are working up bid documents to be released this spring. We intend to start construction in November and be	Underway

								complete by the end of January 2025.	
NIT	Purchase Terminal Equipment and Storage Building	\$4,305,125	NA	2025-26	1	In order to establish future cargo operations, the Port should consider obtaining some equipment and a building to house such equipment. We should consider applying for future MARAD grants.	Op Funds/MARAD	We received 80% grant from MARAD's PIDP, which includes two loaders, grading of the 9 acres with 3 acres fencing. We are currently in the middle of their NEPA process. We did not include the Storage Building. Eventually we would like to still build one.	Underway
NIT	Dredge NIT's Berth	\$1,200,000	2022-2023	2026-27	1	NIT will need to be dredged	Op Funds	We have postpone dredging of	2

						within the next 1-2 years.		NIT due to lack of funding. We currently have all necessary permits. We are hoping to get it dredge within the next couple of years.	
SB	Final plans, new RV Annex; New RV Annex construction	\$2,620,000	2019-2022	2026-27	1	Does not affect high earners, but park is showing its age, major revenue could be lost.	OP Funds/Grants	We are currently trying to identify funds to move forward. The likelihood of receiving grant funds are minimal, so we will have to plan in utilizing general funds or loans to complete this project.	2

SB	Identify replacement strategy and design new fishing pier	\$2,900,000	2022	2024-27	4	Although we recognize the fishing pier has great value for the community, it does not improve the overall operations or revenues of the Port, it does not create jobs or impact the overall economy of the community. This project will provide greater value by combining it with the replacement of PD7 where it will support mitigation opportunity and possible use of grants.	Grants	To be completed after PD7 Reconstruction	3
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SB	South Beach Marina fuel tank replacement	\$2,500,000	2019-2024	2027-28	3	These projects mostly affect the operations of the Port and the functionality of its assets. Because of that it is hard to obtain grants other than security cameras and lighting.	OP-Funds/Some grants	Put on hold for this year	3
SB	Replace Gates on South Beach Docks and transition to card locking system	\$250,000	NA	2027-28	3	These projects mostly affect the operations of the Port and the functionality of its assets. Because of that it is hard to obtain grants other than security cameras and lighting.	OP-Funds/Some grants	Put on hold for this year	3
SB	RV Park Office rewire/move Closet	\$50,000	NA	2024-25	8	There have been speed issues operating	OP Funds	-	3

						computer equipment in South Beach, and we have noted some equipment losing the Internet connection. We believe wiring is the culprit, in addition, the IT equipment is in the same room as the Water Heaters, the excess heat in the room could cause premature equipment failure			
SB	Repair/Maintenance of outfall at South Beach Marina	\$750,000	NA	2024-25	3	The outfalls at the marina needs to be addressed to avoid future issues (sinking), as it recently	OP Funds	One completed. One budgeted for next year	1

						happen with another one.			
SB	Demolishing, rebuilding, new roofs, new siding	\$300,000	NA	2022-23	2	South Beach buildings were in pretty bad shape. We renovated parts of it and leased two of the buildings. We still need to demolish the unhabitable building and instead build a smaller building to house all the power to the property.	OP Funds	Two buildings are leased. We still need to demolish the unhabitable building and instead build a smaller building to house all the power to the property.	3
SB	Replace HVAC System at SB Shop	\$35,000	NA	2026-27	3	HVAC systems are old and soon in need of repair	OP Funds	-	4
SB	Replace Rods and Whalers at end ties A-E in SB Docks	\$100,000	NA	2022-25	3	The end ties are the largest single berths in South Beach. They "re used for the bigger	OP Funds	Completed A and B Docks. C, D, and E will be completed over the	Underway

						vessels that use the marina, and are in need of rods and whalers to stay in operation		next two years.	
SB	Asphalt Overlay at SB	\$200,000	NA	2026-27	3	The asphalt in the area where Seafood & Wine is held along with other festivals has been patched again and again due to the impact of tent stakes and concrete curbing. It needs to be repaved.	OP Funds	Put on hold for this year	3
SB	Replace Gutters and siding at one wall at Rogue Building	\$200,000	NA	2026-27	1	There are currently holes in the eaves on the building. These need to be repaired to prevent impacts to the walls.	OP Funds	Received limited funding from insurance for flashing repair; siding will also need	1

								replaced on west end of building.	
SB	Plan	\$30,000	NA	2025-26	2	Facility to enhance the recreational theme of South Beach and add attractions for tourists. Would bolster hotel business and tourism in the region.	Op Fund/Grants	Budgeted	2
SB	Purchase New Forklift for SB	\$40,000	NA	2027-28	3	Current forklift is reaching the top end of operating hours	-	To be purchased 2024-25	2
SB	Replace aging vehicles with high mileage	\$35,000	NA	2026-27	3	Vehicle breakdowns could cause Operational issues	OP Funds	Put on hold for this year	3
SB	Design work for Dock Replacement	\$100,000	NA	2027-28	2	There is a lot of wear and tear and SB docks badly needs upgrading.	Op Funds/grants?	The intent is to start doing a couple of docks at a time. Holding back due to	2

								funds constraints.	
SB	Restrooms and Showers Design	\$100,000	NA	2027-28	3	SB restrooms are in really bad need of major overall.	Op Funds/grants?	-	3
SB	Restrooms and Showers Remodel	\$1,000,000	NA	2027-28	3	SB restrooms are in really bad need of major overall.	Op Funds/grants?	-	3
SB	Dredge South Beach Marina	\$1,500,000	2022-2024	2025-26	1	South Beach Marina will need to be dredged within the next 1-2 years, depending on funding. Permits have been received.	Op Funds/O SMB	We expect to obtain 50% of funds from this year's legislature. Waiting for confirmation . We have permit in hands. We are working towards extending it.	Underway
SB	Expand shop at SB	\$30,000	NA	2023-24	3	Need office space for Harbormaster, no confidential conversations can be held with current configuration.	OP Funds	We are still evaluating the need versus priority	4

SB	The current dock is not useable	\$3,500,000	NA	2026-27	2	The South Beach Marina service dock needs some major repairs. We spoke to the Oregon State Marine Board, but they are unlikely to fund this project, unless the majority of the dock is to service transient boats, which it is not the case here. A new dock will provide additional slips and generate revenues to assist with maintenance of the marina.	OP Funds	We have been looking for funding sources. A request has been made to both Senate and House for Congressionally Directed Spending.	1
SB	Replace Trash Compactor	\$60,000	NA	2026-27	-	-	-	-	-
SB	Build or rebuild new building for	\$1,000,000	NA	2023-26	2	We don't have any buildings available in	Loan/Op Funds	We don't currently have a	4

	Tenant if opportunity arises					SB or at the Port for that matter. Should an opportunity to lease a building to customer, we should consider building a new one.		prospect tenant, but we had some in the past. A new building will only be considered if we have an interested party.	
SB	Traffic Lane Launch	\$225,000	NA	2024-25	3	Marina users have complained about how busy one lane traffic heading into launch is. Adding another lane would help the congestion on busy days.	OP Funds	This project may be done in conjunction with the RV Annex rebuild.	2
CM	Interim improvements to replace pier and improve dock. Approach pier replacement; replace 6 pilings; replace rods, whalers, rub	\$4,000,000	2019-2022	2021-24	1	There are still some projects left to complete, and they are crucial to the Port operations and should be	OP Funds	This is 75% completed. The rest of it is currently budgeted.	Underway

	boards, bumpers and triangles (PD 5C); replace rods, bumpers, rub boards and 6 whalers (PD 5B); replace rods and rub boards (PD 5x); new power pedestals					finished as soon as practical.			
CM	PD7 Floats	\$350,000	2019-2022	2028-29	1	-	-	To be completed in conjunction to PD7	2
CM	Complete reconstruction and reconfiguration of commercial marina, including Port Dock 7, Upland Improvements, Swede's Dock and Commercial Marina channel	\$35,000,000	2019-2024	2025-29	1	PD7 is at end of life, high wage earners will move elsewhere, major economic impact to Port and community	Grant (s)/Op Fund	We are currently under contract with DOWL Engineers, and underway on planning and design and permitting for the redesign and replacement of Port Dock 7. We	Underway

								<p>are about 9% into a \$1.1M contract for planning that includes sediment sampling. The sediment sampling and geotechnical sampling have been taken, awaiting labs on characterization and biological tests. Replacement of the Hoist Dock is included in this project as an add-alternate. Recent</p>	
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								estimates came to \$34.5 Million. That takes into consideration possibility of finding mudstone during the sampling. That may come down substantially should not be the case. We have recently applied to USDOT RAISE Grant and ODOT ConnectOregon grant. We are also planning to apply to this year's PIDP.	
CM	Emergency Commercial Oil Tank Removal and Upgrade	\$300,000	NA	2028-29	0	Old Tank was removed due to leaking issue. We are	Op Funds	We had an emergency removal of the Oil	Underway

						researching on a replacement		Tank/Bilge Collection at North Commercial . We foresee replacement of the tank; project may be combined with Port Dock 7 replacement depending on funding.	
CM	Expand shop at Commercial Office	\$30,000	NA	2022-23	3	Need office space for Harbormaster, no confidential conversations can be held with current configuration.	Op Funds	Commercial Marina shop is not configured to be a service location, and also lacks adequate space for personnel. Project has been deferred in favor of dock work	3

								in years past.	
CM	Dredge Swedes Dock	\$150,000	NA	2023-25	3	It hasn't been dredged in over 33 years and it is starting to show.	Op Funds	May potentially combine this project with PD7 replacement, we may also benefit from Corps Section 107 project, which is yet to be determined.	2
CM	Replace Hoist Dock Fenders	\$40,000	NA	2024-25	3	-	Op Funds	Fender pilings are increasingly in poor condition. May combine with PD7 replacement project.	2
CM	Remove PD 3 Power and Water Access from Neighboring Property	\$250,000	NA	2025-27	3	Current Power and Water is attached to the neighboring building. We don't know the	Op Funds	To be completed when Port Dock 5 is rewired.	4

						condition of the pilings.			
CM	Crane Replacement	\$200,000	NA	2026-27	3	We need to consider replacing North Commercial cranes within the next 2-3 years	Op Funds	Crane service could be achieved with a carry-deck crane, but would require an indoor storage and upgrade of Hoist Dock. Could be completed with rebuild of Hoist Dock.	4
CM	Replace 2 aging vehicles with high mileage	\$115,000	NA	2026-27	3	Vehicle breakdowns could cause Operational issues	Op Funds	Put on hold for this year	3
CM	Reconfigure Hoist Dock and Move CM Building with Loading Dock plus small mobile crane	\$4,000,000	NA	2024-27	1	A reconfiguration of the hoist dock would eventually make more sense for overall operations	Op Funds/G rants	This may happen in sync with PD7 project	2

CM	Tugboat Haul Out	\$50,000	NA	2027-28	3	These are aging or worn out equipment that need replacement	Op Funds	SB side-by-side was purchased during FY 2022-23. Dumpsters were replaced in FY 2022-23. Tugboat Haulout will be more expensive, and compactors are critical to be replaced no later than 2023-24.	4
CM	Replace Trash Compactor	\$60,000	NA	2025-26	1	-	-	Budgeted	3
CM	Hoist Dock Electrical Rewire	\$30,000	NA	2023-24	-	Wiring for Hoist dock that falls below water during some high tides needs to be elevated.	Op Funds	Budgeted	-
CM	Fence for CM and Storage Lot	\$160,000	NA	2026-27	3	Commercial Marina had a lot of problems	Homeland	Need to put together a	3

						with security. A fence would screen access to certain storage areas.	Security Grant?	plan and design.	
CM	Replace Water Line	\$250,000	NA	2024-25	3	the waterline broke this past year, this can be done at the same time we add the fiber optic cable, so the cost should be reduced.	Op Funds	To be completed with Hoist Dock Replacement	3
CM	Truck Replacement	\$75,000	NA	2026-27	3	Current truck has low mileage, but many issues	Op Funds	Put on hold for this year	2
CM	Paint and Seal Port Dock 5 Pier	\$200,000	NA	20226-27	3	This is a new pier, and this maintenance is regularly scheduled preventative maintenance; it follows the recommendations of ODOT bridge inspections.	Op Funds	-	3
Port	Consolidate and upgrade total	\$100,000	2019-2024	2021-2029	3	These projects mostly affect	OP-Funds/S	Underway	2

	security camera network port-wide.					the operations of the Port and the functionality of its assets. Because of that it is hard to obtain grants other than security cameras and lighting.	ome grants		
ADMIN	Move to a new web domain (.GOV)	\$50,000	NA	2026-27	3	This will help with our computer security	Grants	We have not obtained the grant we applied for, but we will keep trying	3
Total	-	\$69,641,125	-	-	-	-	-	-	-
Port	Mitigation Plan	-	-	Not necessary at this time	-	-	-	-	-

### Completed Projects

Dept.	Capital Improvements	Cost Est.	Original Time line	Budget Year	Criteria	Rationale for group	Funding Source (Grant, Loan, OP Funds)	Current Status	Priority
NIT	Conditional Assessment	\$230,000	NA	2022-24	2	The Pilings at NIT RoRo dock needs assessment and most likely repair and/or treatment to extend their life.	Op Funds	Assessment has been completed. Now the Port is searching for a source of funds to do the proper repairs.	Complete
NIT	Forklift has passed it's replacement cycle based on hours used.	\$60,000	NA	2022-23	1	We deferred purchase of a new lift for 2 years; our forklifts in the Marina are heavily used and they must be reliable to keep the hoist dock working. We are well over the 6,000	Op Funds/ Grants	Purchased in FY 2022-23, received new forklift on 09MAY 2023. The Port received a grant from Business Oregon that allowed us to order an additional \$128K fork lift that will mainly	Complete

						limit for replacement on two forklifts		reside at the Terminal.	
NIT	Crane is at max capacity, in order to handle cargo or other heavy loads will have to be replace	\$581,345	NA	2022-23	1	This is new potential revenue to Port, but could also affect high income earners should Crane fail	Loan/Op Funds	We just purchased a new crane with funds from a Business Oregon Loan. The old crane is going to be sold. We are currently waiting for reimbursement funds from Business Oregon	Complete
NIT	IT Hardware	\$100,000	NA	2024-25	-	Upgrade WIFI to meet modern day standards. This includes underground work and fiber installation.	Op Funds	Complete	Complete
SB	Planning and conceptual design project to redesign and	\$300,000	2019-21	2023-24	1	Does not affect high earners, but park is showing its	Potential Grant Funds	This project is completed as to the plan and design. We are looking into	Complete

	reconfigure the RV Park Annex					age, major revenue could be lost.		sources of funding.	
SB	Repair Rogue seawall based on Engineers Report	\$200,000	2019-21	2023-24	1	Major economic loss, Rogue brewery could move, causing large loss to community and revenue to the Port. Many come to community to visit Rogue.	\$1.14 Million Grant received	We received \$1.14 Million dollars from the State. Work has been completed just under \$2 Million	Complete
SB	South Beach Marina electric load centers	\$650,000	2019-24	2021-24	3	These projects mostly affect the operations of the Port and the functionality of its assets. Because of that it is hard to obtain grants other than security	OP-Funds/ Some grants	Complete	Complete

						cameras and lighting.			
SB	Repair to South Beach Marina Buildings	\$100,000	NA	2021-22	0	These major maintenance items were never added to Strategic Business Plan	Op Funds	Complete	Complete
SB	Emergency Storm Water Work	\$345,000	NA	2020-21	0	This was an emergency project that was completely unexpected.	Op Funds	We completed an emergency project to address the storm water issue at South Beach Marina. Unfortunately, new sinkholes have been forming due to other storm water issues, which may create additional costs.	Complete
SB	Replace TV system in RV parks	\$60,000	NA	2024-26	-	System is 13 years old, does not work well with todays TV sets, and parts are	Op Funds	Complete	Complete

						difficult to located			
SB	The GFI Breakers have all been purchased, moving towards installation	\$115,000	NA	2021-22	0	The supply chain has caused some issues, but project is currently underway.	Op Funds	As part of replacing the load centers on South Beach Marina, the Port decided to also replace the breakers in the power pedestals with GFI breakers. Project is	Complete
SB	Fillet Tables	\$130,000	NA	2022-23	3	Tables are over crowded and we need to add capacity	Op Funds/ Grants	We recently received a grant from Business Oregon for about \$47K out of \$175K to be used for the fillet tables. One table is completed and the other should be completed by end of Spring/early Summer.	Complete
CM	PD7 Interim improvements	\$250,000	2019-22	2022-23	1	Some of the repairs are	Op Funds	Complete	Complete

	prior to reconfiguration /replacement: Miscellaneous float and pile improvements					crucial to keep PD7 in operations until replacement.			
CM	Sediment Sampling	\$1,200,000	NA	2024-25	-	This work was necessary to move forward with PD7 planning and dredging	-	-	Complete
CM	Section 107 deepening of Commercial Docks Feasibility Study	\$450,000	NA	2021-25	-	This work was necessary to move forward with PD7 planning and dredging	-	-	Complete
CM	Forklift has passed it's replacement cycle based on hours used.	\$60,000	NA	2022-23	1	We deferred purchase of a new lift for 2 years; our forklifts in the Marina are heavily used and they must be reliable to keep the	Op Funds/ Grants	Purchased in FY 2022-23, received new forklift on 09MAY 2023. The Port received a grant from Business Oregon that allowed us to	Complete

						hoist dock working. We are well over the 6,000 limit for replacement on two forklifts		order an additional \$128K fork lift that will mainly reside at the Terminal.	
CM	Replace pilings at Swedes Dock	\$215,000	NA	2024	1	The Dock is at the end of its service life and in need of replacement	Op Funds	Emergency piling replacement was completed during winter 2021-22. Other piling replacement, removal of boathouse, and dock replacement will take place alongside progression of PD7 replacement.	Complete
NOA A	Replace aging vehicles with high mileage	\$31,000	NA	2022-24	3	Vehicle breakdowns could cause Operational issues	Op Funds	Complete	Complete
NOA A	Dredge NOAA's Berth	\$1,099,000	NA	2022-23	1	We have an obligation to dredge	Op Funds	Dredging was completed outside in-	Complete

						NOAA. We have skipped this year, but will be required to dredge in the following year.		water work at about \$1.1 million.	
Admin	Build a new building for administrative staff and commission meetings	\$2,400,000	NA	2021-23	0	Although this was not originally included on the Strategic Business Plan, the project has been discussed and even planned in a couple occasions, because the need to replace a temporary building that is now almost 10 years old.	Loan/Op Funds	Complete	Complete
Port	343 SW Bay Blvd Removal	\$200,000	NA	2021-23	0	The building was removed due	Op Funds	Completed emergency removal of	Complete

						to safety issues. We are hoping to remove the dock as a mitigation project.		building atop the pier, and sold the property	
Total	-	\$8,776,345	-	-	-	-	-	-	-

March 26, 2025  
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, Retherford, Ruddiman, and Chuck. Commissioner Lackey was excused. Also in attendance were Executive Director Paula Miranda, Director of Business and Finance Services Mark Brown, Summit PR representative Angela Nebel, and Administrative Assistant Gloria Tucker. Members of the audience included residents Alan Robson, Robert Smith, Justin Johnson, and Heather Mann.

### **CONSENT CALENDAR**

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

### **OLD BUSINESS**

**Approval of International Terminal Equipment Grant Purchase.** Sylvia introduced the agenda item. Mann, Executive Director of the Midwater Trawlers Co-op (MTC), stated MTC represents 33 trawl vessels, and many of them moor at the Terminal because they are too large to fit at Port Dock 5 and 7. She noted she is looking forward to moving forward with the project at Port Dock 7 and figuring out how to have space there to relieve congestion at the Terminal, if and when, the time comes for shipping. She indicated she has often testified support for bringing in complimentary users to the Terminal. She added it is a multi-use facility.

Mann stated in terms of the purchase; many are concerned about the expense for something they don't know will happen. She noted the world has changed markedly since this discussion first began. She indicated she knows the need to generate more revenue, but \$600-800,000 on the purchase of log equipment with no commitment to use it and [with] the rest a grant, she is not sure if it is still feasible. She added a lot of people have had their grants clawed back from the federal government.

Mann stated as a taxpayer, spending \$2.5 million of taxpayer money on equipment without any commitment to use it worries her. She noted if the Port doesn't get anyone using it, the burden will fall on the users of the Terminal or if there are users, demands may be made against the Port by shippers in April [or times] when the trawlers need it. She indicated she submitted a letter to the Commission about the issue. She said she would like the Commission to rethink this and find out if the grant is still coming. She added she would like to see how the Commission plans to make up \$600,000 with no commitment for shipping.

Miranda reported she had the same concerns about grants, especially after attending the conference in DC. She stated she confirmed with Bretz that MARAD confirmed they will not pull the grant. She explained the last thing the Port wants is to tell someone to build machines, pay its share, and then find out there is no grant. She indicated she wants to have something in writing on

MARAD's end. She added she did receive an email back from MARAD. She explained a lot of grants that have been pulled out are not under contract yet. She noted the Port's grant is under a contractual agreement, and those are not being pulled. She added she feels comfortable as far as the grant is concerned, it is not an issue.

Miranda reported as far as the project itself, not much has changed from when the Port started. She noted when the Port started this, a couple of companies, neither of which were international exporters, were unable to come in without equipment. She explained Newport has two natural resources in the area, one is fish, and one is wood. She indicated the area has the forest industry and seafood industry, and both of those fluctuate. She added when the Port talks about cargo, there aren't many choices, and the Port has to focus on some things it has. She explained this project is a bit of build it, and they will come.

Miranda reported the Port's cost is minimal, considering the federal grant. She stated Brown put together what it would take to have a return on investment, 22 loads, which is not that much. She noted the Port may recoup that in a year or ten years, but it is worthwhile to invest and have that capability. She indicated Bretz said it doesn't look like it would be difficult to get attachments for other products. She explained in the past the Port was awarded a Tiger grant and [then sent it back], and that upset a lot of legislators and supporters. She added that made it difficult to get their support afterward, since they didn't feel like there was enough justification to take the grant away.

Chuck stated these grant programs may not be around in a few years, so this might be the last shot at a grant for a while. Miranda noted she did talk to Commissioner Lackey who was concerned about the timeframe and would like more time to make decisions. She stated the Port has gone through this grant several times from initial discussion, application, and signing the contract with MARAD, and there have been several vetting processes. She noted she did not feel it was a necessity to give extra time on this purchase. She added the Commission can hold this for more time, but it would just delay the purchase, and it takes six to nine months to build the equipment.

Retherford stated the grant hasn't changed, but the world has changed. She noted the Commission has to take into account tariffs, grant funding, and the industry. She asked if there is a business plan for the equipment. She noted the letter from MTC had some good points. She suggested answering a few of their questions before making the final sale to ease the user's and community concerns. She asked where it would be stored, and if the Port would build buildings. She added it's hard to balance everyone's needs, but the Port needs a way to bring in more revenue. She emphasized she has some concerns. Miranda replied she understands her point. She stated eventually, it would be nice to have storage for it. She explained the Port would only build if it had funds available, and at this point, having a building for the equipment is not a priority. She added the Port has never said it has a customer. She emphasized the process' transparency.

Miranda reported she does not know what a delay will accomplish. She stated when the Port tries to bring in another customer base, it is never to push fishermen away. She noted her intent is to bring diversity and to sustain the International Terminal. She explained right now the Terminal is OK because the Port put a lot of money into it, but it is already starting to have issues like the RORO Dock. She noted grants look at cargo, not fishing. She asked what will happen in five or ten years when the Port does not have the funds to keep the Terminal going. She added the other thing that concerns her is that if the Port doesn't get some kind of cargo, the channel may not be maintained in the future.

Retherford asked if the Port has the money to cover the grant. Brown replied the Port received the grant, and budgeted money for it. He stated the cost would be \$476,000-\$478,000. Miranda added part of the grant is for fencing and grading the nine acres.

Sylvia stated the Commission has discussed this at past meetings, and the one thing that has changed is the new administration and tariffs. He noted he could argue that may create more opportunities over time for the timber industry. He indicated there might be less risk, but there is risk here, and the Commission recognized that from the beginning. He added if the worst case happens, the Port can sell the equipment. He explained it would not depreciate very much, and the Port might be out \$100-\$200,000 but that is the price of taking reasonable risk to develop and advance the Port's portfolio and bring in greater economic benefit. He emphasized taking reasonable risk is something a Port has to do.

MOTION was made by Ruddiman, seconded by Chuck, to authorize the Executive Director or her representative to execute a purchase agreement with Peterson CAT not to exceed \$3,000,000 for two CAT 988's as specified. The motion carried 3-1 with Retherford opposed.

**Authorization to Investigate and Repair Rogue Seawall Piling 5.** Sylvia introduced the agenda item. Miranda reported there has been a lot of sinking around the entire area, especially around Rogue. She stated she doesn't know if this was due to the work that was done for the seawall, and unfortunately, this is an area the Port has filled in many sinkholes. She noted the engineer will work with contractor to make sure this is addressed. She added it is a safety issue. Ruddiman stated he noticed Rogue has many pallets next to the wall. He suggested considering not to have storage close to the wall. Miranda replied she will discuss that with Bretz and make sure that is addressed.

Retherford asked if there is any chance when the Port tries to fix this, if it will end up with more problems. Miranda replied that is hard to tell, but she hopes not. Retherford asked if emergency funds will be used. Brown replied there are contingency funds, and \$450,000 is in the facilities maintenance fund. Ruddiman confirmed with staff the sinking has gotten worse since he last saw it.

MOTION was made by was by Chuck, seconded by Ruddiman, to approve the Executive Director or her designee to contract with PBS Engineering not to exceed \$22,000, and with Bergerson Construction not to exceed \$48,000 for engineering services and construction services respectively on the Rogue Seawall at Piling 5. The motion carried unanimously in a voice vote.

## **NEW BUSINESS**

**Approval of Resolution 2025-01 Setting Rates, Fees and Charges.** Sylvia introduced the agenda item. Johnson stated he was caught off guard on the potential rate changes and hadn't heard anything from the representative of the user group, Commercial Fishing User Group (CFUG). He noted he recognizes the need to look for potential [revenue] elsewhere due to the fishing industry potentially already hurting. He indicated he knows everyone is trying to pay bills, the Port and commercial fishermen included. He added with tariffs; nothing is certain right now. He stated he fishes six months of the year and relies heavily on the CFUG to get information. He asked the Port to look at doing their diligence with these rates and have conversations with the user groups.

Mann stated in her letter she addressed the increases in rates that appear to be above the cost of living. She noted she has requested a column on the percent change. She indicated there's

no narrative around some of the increases, in particular, the commercial marina, [which range] from four to 12 percent. She added she is not saying they are not justified, but without that information, it is hard to know.

Mann stated it is important for CFUG to have the conversation. She said she disagrees a business plan has been developed for the Terminal. She noted she takes extreme exception to using a scare tactic of not having dredging as a reason to have cargo. She indicated this Port has always been dredged, even before NOAA was here. She explained Reedsport, Florence and Depoe Bay don't have cargo and they get dredged. She added she guarantees the Port of Newport will always be dredged between recreational and commercial fishing. She emphasized that is the wrong message.

Miranda reported the rates can be considered next month. She explained time is short for budgeting, but at the end of the day, the Port can start the budget and consider this longer. She noted she sat down with staff and went through each of these. She indicated the Port took into consideration the CPI, but inflation doesn't affect everyone equally. She explained the maritime world got affected in many different ways than the typical consumer. She added the cost of repairing docks and materials has gone up more than any CPI.

Miranda reported dredging has increased insanely. She explained how all ports are struggling with dredging. She noted the Port spent \$350,000 for NOAA in 2017 and \$1.2 million last year for NOAA. She stated that is putting a hardship on ports, and dredging is just maintenance. She indicated the needs for dredging at the Terminal and Port Dock 7 maintenance impacted the rates. She added staff took into consideration the Port is giving more than a 75 percent discount for long-term moorage. Retherford asked if that is for recreational and commercial. Brown replied in the commercial marina; the transient rate compared to the annual rate has a discount of 76.1 percent.

Miranda reported if the Commission needs to postpone this for a month, they can. She explained the Port has been trying to set up a CFUG meeting. She noted last year, the Commission pulled back because things were hard, but eventually they have to catch up. Retherford asked which areas were pulled back. Brown replied the Port held back on everything last year, keeping to a 3 percent CPI.

Retherford stated it would be nice to have a month to consider this. She asked, for example, how come the dogs at the RV park cost \$140. Discussion ensued on the frequency of CFUG meetings. Retherford suggested setting two dates a year, April and September, for the CFUG to meet. Miranda suggested having the meeting set quarterly. She added if the CFUG needs to meet once a month, the Port can accommodate that as well.

Brown reported he appreciated user comments. He stated staff looked at CPI, around 3 percent, and also took a look at each rate individually. He noted the pet fee went from \$14 to \$140 because the original fee did not make sense. He indicated the extra vehicle fee of \$67 went down to \$40 because it didn't make sense. He added he adjusted annual and semi-annual rates based on the discounts, because they are so high.

Brown reported he increased the fillet license cost to reflect the time it takes to manage. He stated annual parking in South Beach was raised to match the rest of the Port and city, \$100 a year, which also makes it easier to manage. He noted on dredging, some ports are charging a dredging fee, not many. He explained one port charges \$1.84 a foot. He indicated the RV long-term stays are reduced 5 percent for the last year of the plan. He added he proposed these rates, and Commission can adjust them, do nothing, or ask to wait a month.

Chuck stated having another month is fine. He recommended showing what the increases will address. He noted another question is how much higher the prices can go compared to the competition around here. He explained since he has been on the Commission, the costs of some things have gone up 500 percent, but rates can't be increased that high. He indicated all of the coastal counties are concerned about dredging, which is under fire from the state. He explained the last two years the Corps funding that goes to dredging has been for Coos Bay and the Columbia River. He added other dredging has been done with harbor maintenance tax funds, which could rise or fall and could slow down the dredging done for small ports like Tillamook and Bandon.

Miranda noted there is a state dredge managed by Coos Bay, but it costs the same as any other contractor. She explained the dredging fees would be kept in a separate account and only used for dredging costs. Brown stated the 2 percent fee over a 15-year period would set aside a million in South Beach. He explained the dredge fee in north side would set aside \$140,000 to \$150,000.

Retherford recommended another month to consider. She stated the Port has been really transparent. She noted she knows the importance of raising fees, but it is nice to have time to talk over the questions. She added she knows the Port has been behind in the marinas for so long and trying to catch up a little, someone has to pay that price.

Sylvia asked is there a better index on CPI that is closer to the cost marina's spending. Brown replied there is nothing for ports. Sylvia suggested there may be an index that tracks closer. Miranda noted PNWA can't talk about pricing, and OPPA ports all struggle. Sylvia stated he will do his own homework on this. He noted the Port did not do its strategic plan this year, and one item he wants to see is a structure and philosophy of how the Port handles finances long term.

Sylvia suggested when the Port talks about fees, the philosophy is transparent to the industry, links to a broader thinking about how to support a port, determines what portion should the industry or taxpayer pay, and anticipates operational costs relative to infrastructure costs. He noted he does not sense the Port has had that discussion. He indicated arguing that fee increases are based on the discount for the transient rate, really doesn't get the real issue, which is cost. He added it's really about can the Port cover the costs the Port needs to cover, long term and short term.

Sylvia suggested if the Port provides the structure for that thinking that the Commission can share with stakeholders, there will be common ground. Miranda replied she has not seen that being addressed in strategic plans. She noted the Port will have [strategic planning] this fall, and she is waiting for Business Oregon to increase funding. She suggested addressing that in the fiscal manual. Sylvia stated the underlying philosophy of how to address financial issues could be spelled out in the fiscal manual but should be in strategic planning. Miranda replied the Port can request that for the strategic plan.

MOTION was made by Retherford, seconded by Ruddiman, to table the process for one month. The motion carried unanimously in a voice vote.

Chuck suggested if there is a lot of feedback from CFUG, to schedule a work session before the next meeting.

## **STAFF REPORTS**

**Executive Director's Report.** Miranda presented her report included in the packet. Ruddiman asked how many employees NOAA lost. Miranda replied they have not shared that information. Retherford thanked Miranda and Chuck for representing the Port in Washington DC. Miranda overviewed the schedule for Ports Day at the Capitol on April 10.

## **COMMISSIONER REPORTS**

Chuck overviewed the Mission to Washington. He noted representatives and senators want to know the impact to fishermen if the NOAA surveys do not get done. Sylvia noted he and Chuck interviewed some staff as part of Miranda's review. He added he will distribute a report.

## **ADJOURNMENT**

Having no further business, the meeting adjourned at 7:56 p.m.

## Balance Sheet

July 1, 2024 – March 31, 2025

General Fund

Description	Current Year	Previous Year	Variance
Current Assets	-	-	-
Cash Deposits	470,503	1,502,754	(1,032,251)
Funds received, not cleared	1,976	660,229	(658,253)
Interfund Receivable	0	622,544	(622,544)
Interfund Payable	0	(84,680)	84,680
Total Cash	472,479	2,700,847	(2,228,367)
Other Current Assets	-	-	-
Cash on hand - Petty Cash	300	550	(250)
Cash on hand - Cash Drawers	975	825	150
Accounts Receivable	712,755	305,926	406,829
Property Tax Receivable	6,597	5,472	1,124
Grants Receivable	0	(105,644)	105,644
Lease Receivable Current	533,807	0	533,807
Allowance for Bad Debt	(50,000)	(50,000)	0
Prepaid Expenses	312,084	283,515	28,569
Assets Held for Sale	0	0	0
Total Other Current Assets	1,516,517	440,643	1,075,874
Current Assets, Total	1,988,997	3,226,170	(1,237,173)
Total Non-current Assets	51,109,464	48,561,294	2,548,170
Deferred Outflows of Resources	(929,920)	(396,526)	(533,394)
Assets, Total	52,168,541	51,390,938	777,603
Liabilities	-	-	-
Accounts Payable	281,808	582,669	(300,861)
Deposits	478,266	210,038	268,227
Unearned Revenue	105,308	379,690	(274,383)
Other current liabilities	869,339	946,324	(76,984)
Total Current Liabilities	1,734,721	2,118,722	(384,001)
Total Non Current Liabilities	7,264,950	5,692,198	1,572,753
PERS Deferred Inflows	332,694	726,760	(394,066)
Total Liabilities	10,850,729	8,537,679	2,313,049

Restricted Fund Balance	0	1,140,000	(1,140,000)
Assigned (Grant Match)	667,000	667,000	0
Assigned (Reserves)	500,000	0	500,000
Total Assigned Fund Balance	1,167,000	667,000	500,000
Unrestricted fund Balance	33,383,850	34,766,714	(1,382,863)
Contributed Capital	7,130,788	7,130,788	0
Total Fund Balance	41,681,638	43,704,502	(2,022,863)
Net asset change	1,272,856	(1,167,532)	2,440,388
Net Assets	41,317,812	42,853,259	(1,535,447)

### Income Statement

July 1, 2024 – March 31, 2025

General Fund

Description	Actual	Budget	Variance
Revenue	-	-	-
Lease Revenue	689,516	907,500	(217,984)
Moorage	1,645,008	2,126,587	(481,579)
Services	261,316	248,310	13,006
Cargo	27,544	203,429	(175,885)
RV Park Space Rentals	936,161	1,584,000	(647,839)
Fees	634,029	602,572	31,457
Property Tax Revenue	130,813	127,000	3,813
Discounts and Misc income	74,074	98,111	(24,037)
Total Operating Revenue	4,398,461	5,897,510	(1,499,049)
Expenses	-	-	-
Salaries and Wages	1,437,245	1,557,998	(120,754)
Payroll Taxes and Benefits	654,426	861,236	(206,810)
Total Wages and Salaries	2,091,671	2,419,235	(327,564)
Materials, Services	-	-	-
Insurance (Non-Medical)	244,401	251,250	(6,849)
Professional & Contracted Services	435,659	1,011,177	(575,518)
Office Expenses/IT	110,459	126,585	(16,126)
Bad Debt Expense	53,998	47,250	6,748
Utilities	482,355	573,000	(90,645)

Sub Total Material and Services	1,326,872	2,009,262	(682,390)
Other Material and Services	454,665	2,690,680	(2,236,015)
Total Materials and Services	1,781,537	4,699,942	(2,918,405)
Total Operating Expenses	3,873,208	7,119,177	(3,245,969)
OPERATING INCOME/LOSS	525,252	(1,221,667)	1,746,919
NON-OPERATING ACTIVITIES	-	-	-
Revenues	-	-	-
Interest	24,375	0	24,375
Other	823,024	0	823,024
Total Revenues	847,399	0	847,399
Capital Outlays	498,356	1,561,889	(1,063,533)
Debut Service	728,099	856,325	(128,226)
Total Non-Operating Expenses	1,239,796	2,448,214	(1,208,418)
Total Non-Operating Income (Loss)	(392,397)	(2,448,214)	2,055,817
Income/Loss before Loans and Depreciation	132,856	(3,669,881)	3,802,737
Depreciation and Loans	-	-	-
Loans	1,140,000	0	1,140,000
Depreciation	1,563,476	1,563,477	(1)
Total Depreciation and Loans	(423,476)	(1,563,477)	1,140,001
Net Income/loss	(290,621)	(5,233,358)	4,942,737

### Income Statement

July 1, 2024 – March 31, 2025

Non-Departmental

Description	Actual	Budget	Variance
OPERATING ACTIVITIES	-	-	-
Revenue	-	-	-
Discounts and Misc income	0	0	0
Total Operating Revenue	0	0	0
Expenses	-	-	-
Materials and Services	-	-	-

Total Operating Expenses	0	0	0
OPERATING INCOME (LOSS)	0	0	0
NON-OPERATING ACTIVITIES	-	-	-
Revenues	-	-	-
Other	500,000	0	500,000
Total Revenues	500,000	0	500,000
Debt Service	728,099	674,055	54,044
Total Non-Operating Expenses	741,340	704,055	37,285
Total Non-Operating Income (Loss)	(241,340)	(704,055)	462,715
Income/(Loss) before Loans & Deprec	(241,340)	(704,055)	462,715
Deprec & Loans	-	-	-
Total Deprec & Loans	0	0	0
NET INCOME/LOSS	(241,340)	(704,055)	462,715

### Income Statement

July 1, 2024 – March 31, 2025

Administration

Description	Actual	Budget	Variance
OPERATING ACTIVITIES	-	-	-
Revenue	-	-	-
Fees	443	0	443
Property Tax Revenue	130,813	127,000	3,813
Discounts and Misc income	65,586	0	65,586
Total Operating Revenue	196,841	127,000	69,841
Expenses	-	-	-
Salaries and Wages	584,090	614,256	(30,166)
Payroll Taxes and Benefits	244,153	284,569	(40,416)
Total Wages and Salaries	828,243	898,825	(70,582)
Materials and Services	-	-	-
Insurance (Non-Medical)	236,309	251,250	(14,941)
Professional & Contracted Services	149,742	395,997	(246,255)
Office Expenses/IT	63,982	107,085	(43,103)
Utilities	44,344	36,000	8,344

Sub Total Material and Services	494,377	790,332	(295,955)
Other Material and Services	91,287	194,475	(103,188)
Total Material and Services	585,664	984,807	(399,143)
Total Operating Expenses	1,413,907	1,883,632	(469,725)
OPERATING INCOME (LOSS)	(1,217,066)	(1,756,632)	539,567
NON-OPERATING ACTIVITIES	-	-	-
Revenues	-	-	-
Interest	24,375	0	24,375
Total Revenues	24,375	0	24,375
Capital Outlays	0	65,928	(65,928)
Total Non-Operating Expenses	100	65,928	(65,828)
Total Non-Operating Income (Loss)	24,275	(65,928)	90,203
Income/(Loss) before Loans & Deprec	(1,192,791)	(1,822,560)	629,770
Deprec & Loans	-	-	-
Depreciation	67,516	67,516	0
Total Deprec & Loans	(67,516)	(67,516)	0
NET INCOME/LOSS	(1,260,307)	(1,890,076)	629,770

### Income Statement

July 1, 2024 – March 31, 2025  
Commercial Marina

Description	Actual	Budget	Variance
Revenue	-	-	-
Lease Revenue	147,142	240,000	(92,858)
Moorage	501,617	562,500	(60,883)
Services	83,184	210,600	(127,416)
Fees	184,738	268,320	(83,582)
Discounts and Misc income	24,375	4,500	19,875
Total Operating Revenue	941,056	1,285,920	(344,864)
Expenses	-	-	-
Salaries and Wages	259,024	329,978	(70,954)
Payroll Taxes and Benefits	143,525	213,748	(70,223)
Total Wages and Salaries	402,549	543,727	(141,178)

Materials and Services	-	-	-
Insurance (Non-Medical)	4,046	0	4,046
Professional & Contracted Services	39,099	153,750	(114,651)
Office Expenses/IT	11,907	6,000	5,907
Bad Debt Expense	0	25,000	(25,000)
Utilities	140,598	131,250	9,348
Sub Total Material and Services	195,650	316,000	(120,350)
Other Material and Services	139,971	442,075	(302,104)
Total Material and Services	335,621	758,075	(422,454)
Total Operating Expenses	738,170	1,301,802	(563,632)
OPERATING INCOME (LOSS)	202,886	(15,882)	218,768
NON-OPERATING ACTIVITIES	-	-	-
Revenues	-	-	-
Other	203,024	0	203,024
Total Revenues	203,024	0	203,024
Capital Outlays	277,682	120,171	157,511
Total Non-Operating Expenses	277,682	120,171	157,511
Total Non-Operating Income (Loss)	(74,659)	(120,171)	45,512
Income/(Loss) before Loans & Deprec	128,227	(136,053)	264,280
Deprec & Loans	-	-	-
Depreciation	120,171	120,171	0
Total Deprec & Loans	(120,171)	(120,171)	0
NET INCOME/LOSS	8,056	(256,224)	264,280

### Income Statement

July 1, 2024 – March 31, 2025

International Terminal

Description	Actual	Budget	Variance
Revenue	-	-	-
Lease Revenue	127,045	150,000	(22,955)
Moorage	130,692	141,448	(10,756)
Services	177,717	37,514	140,203
Cargo	27,544	203,429	(175,885)
Fees	238,414	78,750	159,664

Discounts and Misc income	0	104,548	(104,548)
Total Operating Revenue	701,411	715,689	(14,278)
Expenses	-	-	-
Salaries and Wages	174,059	155,849	18,210
Payroll Taxes and Benefits	78,325	72,953	5,372
Total Wages and Salaries	252,385	228,803	23,582
Materials and Services	-	-	-
Professional & Contracted Services	22,323	135,000	(112,677)
Office Expenses/IT	11,732	2,250	9,482
Bad Debt Expense	0	3,500	(3,500)
Utilities	39,180	54,750	(15,570)
Sub Total Material and Services	73,234	195,500	(122,266)
Other Material and Services	90,449	211,850	(121,401)
Total Material and Services	163,684	407,350	(243,666)
Total Operating Expenses	416,068	636,153	(220,084)
OPERATING INCOME (LOSS)	285,343	79,536	205,806
NON-OPERATING ACTIVITIES	-	-	-
Revenues	-	-	-
Other	120,000	0	120,000
Total Revenues	120,000	0	120,000
Capital Outlays	0	961,815	(961,815)
Total Non-Operating Expenses	0	961,815	(961,815)
Total Non-Operating Income (Loss)	120,000	(961,815)	1,081,815
Income/(Loss) before Loans & Deprec	405,343	(882,279)	1,287,621
Deprec & Loans	-	-	-
Depreciation	961,815	961,815	0
Total Deprec & Loans	(961,815)	(961,815)	0
NET INCOME/LOSS	(556,472)	(1,844,094)	1,287,622

## Income Statement

July 1, 2024 – March 31, 2025

South Beach

<b>Description</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
Revenue	-	-	-
Lease Revenue	415,329	517,500	(102,171)
Moorage	1,012,699	1,422,639	(409,940)
Services	415	196	219
RV Park Space Rentals	936,161	1,584,000	(647,839)
Fees	210,435	255,502	(45,068)
Discounts and Misc income	(15,887)	(10,936)	(4,950)
Total Operating Revenue	2,559,152	3,768,901	(1,209,748)
Expenses	-	-	-
Salaries and Wages	420,071	457,915	(37,843)
Payroll Taxes and Benefits	188,091	289,965	(101,874)
Total Wages and Salaries	608,162	747,880	(139,717)
Materials and Services	-	-	-
Insurance (Non- Medical)	4,046	0	4,046
Professional & Contracted Services	224,495	326,430	(101,935)
Office Expenses/IT	22,738	11,250	11,488
Bad Debt Expense	53,998	18,750	35,248
Utilities	258,234	351,000	(92,766)
Sub Total Material and Services	563,511	707,430	(143,919)
Other Material and Services	131,287	1,842,280	(1,710,993)
Total Material and Services	694,797	2,549,710	(1,854,913)
Total Operating Expenses	1,302,960	3,297,590	(1,994,630)
OPERATING INCOME (LOSS)	1,256,193	471,311	784,882
NON-OPERATING ACTIVITIES	-	-	-
Revenues	-	-	-
Capital Outlays	220,673	413,975	(193,302)
Total Non-Operating Expenses	220,673	413,975	(193,302)

Total Non-Operating Income (Loss)	(220,673)	(413,975)	193,302
Income/(Loss) before Loans & Deprec	1,035,520	57,336	978,183
Deprec & Loans	-	-	-
Loans	1,140,000	0	1,140,000
Depreciation	413,975	413,975	0
Total Deprec & Loans	726,025	(413,975)	1,140,000
NET INCOME/LOSS	1,761,545	(356,639)	2,118,184

### Balance Sheet

July 1, 2024 – March 31, 2025  
NOAA Lease Fund

Description	Current Year	Previous Year	Variance
Current Assets	-	-	-
Cash Deposits	2,738,970	3,176,508	(437,538)
Funds received, not cleared	0	0	0
Interfund Receivable	0	83,870	(83,870)
Interfund Payable	0	(591,077)	591,077
Total Cash	2,738,970	2,669,300	69,670
Other Current Assets	-	-	-
Cash on hand - Petty Cash	0	0	0
Cash on hand - Cash Drawers	0	0	0
Accounts Receivable	0	0	0
Property Tax Receivable	0	0	0
Grants Receivable	0	0	0
Lease Receivable Current	1,918,016	0	1,918,016
Allowance for Bad Debt	0	0	0
Prepaid Expenses	181,847	177,960	3,886
Assets Held for Sale	0	0	0
Total Other Current Assets	2,099,863	177,960	1,921,902
Current Assets, Total	4,838,833	3,438,338	1,400,495
Total Non-current Assets	33,005,058	18,889,679	14,115,379
Deferred Outflows of Resources	318,694	369,744	(51,050)
Assets, Total	38,162,584	22,697,760	15,464,824
Liabilities	-	-	-
Accounts Payable	58,300	31,677	26,623

Other current liabilities	1,574,029	2,158,691	(584,662)
Total Current Liabilities	1,632,329	2,190,368	(558,039)
Total Non Current Liabilities	9,685,000	11,135,000	(1,450,000)
PERS Deferred Inflows	17,511	38,251	(20,740)
Total Liabilities	28,493,590	13,363,619	15,129,971
Restricted Fund Balance	1,761,721	1,761,721	0
Committed Fund Balance	432,000	432,000	0
Unrestricted fund Balance	7,547,231	7,878,900	(331,668)
Total Fund Balance	9,740,952	10,072,621	(331,668)
Net asset change	(374,005)	(1,000,025)	626,020
Net Assets	9,668,994	9,334,141	334,853

### Income Statement

July 1, 2024 – March 31, 2025

NOAA Lease Fund

Description	Actual	Budget	Variance
Revenue	-	-	-
Lease Revenue	1,945,783	1,998,594	(52,811)
Discounts and Misc income	0	0	0
Total Operating Revenue	1,945,783	1,998,594	(52,811)
Expenses	-	-	-
Salaries and Wages	124,298	129,689	(5,391)
Payroll Taxes and Benefits	65,519	70,091	(4,572)
Total Wages and Salaries	189,816	199,779	(9,963)
Materials and Services	-	-	-
Insurance (Non-Medical)	173,151	225,000	(51,849)
Professional & Contracted Services	54,105	93,553	(39,448)
Office Expenses/IT	18,809	900	17,909
Utilities	8,242	16,501	(8,259)
Sub Total Material and Services	254,306	335,954	(81,648)
Other Material and Services	123,028	75,747	47,281
Total Material and Services	377,335	411,701	(34,366)

Total Operating Expenses	567,151	611,480	(44,329)
OPERATING INCOME (LOSS)	1,378,632	1,387,114	(8,482)
NON-OPERATING ACTIVITIES	-	-	-
Revenues	-	-	-
Interest	11,488	4,875	6,613
Total Revenues	11,488	4,875	6,613
Capital Outlays	5,760	170,000	(164,240)
Debt Service	1,758,365	1,755,366	2,999
Total Non-Operating Expenses	1,764,125	1,925,366	(161,241)
Total Non-Operating Income (Loss)	(1,752,638)	(1,920,491)	167,853
Income/(Loss) before Loans & Deprec	(374,005)	(533,377)	159,372
Deprec & Loans	-	-	-
Depreciation	1,118,712	1,118,713	(1)
Total Deprec & Loans	(1,118,712)	(1,118,713)	1
NET INCOME/LOSS	(1,492,718)	(1,652,090)	159,372

### Balance Sheet

July 1, 2024 – March 31, 2025

Reserve Fund

Description	Current Year	Previous Year	Variance
Current Assets	-	-	-
Cash Deposits	1,944,612	2,342,392	(397,779)
Funds received, not cleared	0	0	0
Total Cash	1,944,612	2,342,392	(397,779)
Other Current Assets	-	-	-
Cash on hand - Petty Cash	0	0	0
Cash on hand - Cash Drawers	0	0	0
Accounts Receivable	0	0	0
Property Tax Receivable	0	0	0
Grants Receivable	0	0	0
Lease Receivable Current	0	0	0
Allowance for Bad Debt	0	0	0
Prepaid Expenses	0	0	0
Assets Held for Sale	0	0	0

Total Other Current Assets	0	0	0
Current Assets, Total	1,944,612	2,342,392	(397,779)
Total Non-current Assets	0	0	0
Deferred Outflows of Resources	0	0	0
Assets, Total	1,944,612	2,342,392	(397,779)
Liabilities	-	-	-
Restricted Fund Balance	0	2,278,075	(2,278,075)
Assigned (Reserves)	2,368,997	0	2,368,997
Total Assigned Fund Balance	2,368,997	0	2,368,997
Total Fund Balance	2,368,997	2,278,075	90,922
Net asset change	(424,385)	64,317	(488,702)
Net Assets	1,944,612	2,342,392	(397,779)

### Income Statement

July 1, 2024 – March 31, 2025

Reserve Fund

Description	Actual	Budget	Variance
OPERATING ACTIVITIES	-	-	-
Operating income	-	-	-
Total Operating Income	0	0	0
Operating Expenses	-	-	-
Total Operating Expenses	0	0	0
NET OPERATING INCOME	0	0	0
NON-OPERATING ACTIVITIES	-	-	-
Non-Operating Income	-	-	-
Interest	68,265	5,333	62,932
Total Non-operating Income	68,265	5,333	62,932
Non-Operating Expenses	-	-	-
Transfers Out to Other Funds	500,000	0	500,000
Total Non-Operating Expenses	500,000	0	500,000
Net Non-Operating Income (Loss)	(431,735)	5,333	(437,068)

Net Op and Non-Op income (loss)	(431,735)	5,333	(437,068)
Loan Revenue	0	0	0
Net Income (loss) after Loans	(431,735)	5,333	(437,068)
Depreciation Expense	0	0	0
Net Income After Deprec & Loans	(431,735)	5,333	(437,068)

### Balance Sheet

July 1, 2024 – March 31, 2025

Bonded Debt Fund

Description	Current Year	Previous Year	Variance
Current Assets	-	-	-
Cash Deposits	321,558	315,214	6,344
Funds received, not cleared	0	0	0
Total Cash	321,558	315,214	6,344
Other Current Assets	-	-	-
Cash on hand - Petty Cash	0	0	0
Cash on hand - Cash Drawers	0	0	0
Accounts Receivable	0	0	0
Property Tax Receivable	37,688	31,469	6,218
Grants Receivable	0	0	0
Lease Receivable Current	0	0	0
Allowance for Bad Debt	0	0	0
Prepaid Expenses	0	0	0
Assets Held for Sale	0	0	0
Total Other Current Assets	37,688	31,469	6,218
Current Assets, Total	359,246	346,684	12,563
Total Non-current Assets	132,750	139,746	(6,996)
Deferred Outflows of Resources	516,878	553,084	(36,206)
Assets, Total	1,008,874	1,039,513	(30,639)
Liabilities	-	-	-
Other current liabilities	455,000	435,000	20,000
Total Current Liabilities	455,000	435,000	20,000
Total Non Current Liabilities	9,998,450	10,517,487	(519,037)

Total Liabilities	10,453,450	10,952,487	(499,037)
Restricted Fund Balance	(10,059,811)	(10,523,329)	463,517
Total Fund Balance	(10,059,811)	(10,523,329)	463,517
Net asset change	160,235	175,355	(15,119)
Net Assets	(9,444,576)	(9,912,974)	468,398

### Income Statement

July 1, 2024 – March 31, 2025

Bonded Debut Fund

Description	Actual	Budget	Variance
Revenue	-	-	-
Property Tax Revenue	798,220	823,813	(25,593)
Discounts and Misc income	0	0	0
Total Operating Revenue	798,220	823,813	(25,593)
Expenses	-	-	-
Materials and Services	-	-	-
Total Operating Expenses	0	0	0
OPERATING INCOME (LOSS)	798,220	823,813	(25,593)
NON-OPERATING ACTIVITIES	-	-	-
Revenues	-	-	-
Interest	5,072	750	4,322
Total Revenues	5,072	750	4,322
Debt Service	643,057	645,131	(2,075)
Total Non-Operating Expenses	643,057	645,131	(2,075)
Total Non-Operating Income (Loss)	(637,985)	(644,381)	6,396
Income/(Loss) before Loans & Deprec	160,235	179,432	(19,197)
Deprec & Loans	-	-	-
Total Deprec & Loans	0	0	0
NET INCOME/LOSS	160,235	179,432	(19,197)

### Balance Sheet

July 1, 2024 – March 31, 2025

Facility Maintenance Reserve Fund

Description	Current Year	Previous Year	Variance
Current Assets	-	-	-
Cash Deposits	499,055	459,219	39,836

Funds received, not cleared	0	0	0
Total Cash	499,055	459,219	39,836
Other Current Assets	-	-	-
Cash on hand - Petty Cash	0	0	0
Cash on hand - Cash Drawers	0	0	0
Accounts Receivable	0	0	0
Property Tax Receivable	0	0	0
Grants Receivable	0	0	0
Lease Receivable Current	0	0	0
Allowance for Bad Debt	0	0	0
Prepaid Expenses	0	0	0
Assets Held for Sale	0	0	0
Total Other Current Assets	0	0	0
Current Assets, Total	499,055	459,219	39,836
Total Non-current Assets	0	0	0
Deferred Outflows of Resources	0	0	0
Assets, Total	499,055	459,219	39,836
Liabilities	-	-	-
Assigned (Asset Reserves)	0	475,911	(475,911)
Assigned (Reserves)	475,911	0	475,911
Assigned (Land Improvements)	28,984	13,812	15,172
Total Assigned Fund Balance	504,895	489,724	15,172
Unrestricted fund Balance	(37,269)	79,826	(117,095)
Total Fund Balance	467,626	569,549	(101,923)
Net asset change	31,429	(110,330)	141,759
Net Assets	499,055	459,219	39,836

### Income Statement

July 1, 2024 – March 31, 2025  
Facility Maintenance Reserve Fund

Description	Actual	Budget	Variance
Revenue	-	-	-

Discounts and Misc income	0	0	0
Total Operating Revenue	0	0	0
Expenses	-	-	-
Materials and Services			
Total Operating Expenses	0	0	0
OPERATING INCOME (LOSS)	0	0	0
NON-OPERATING ACTIVITIES	-	-	-
Revenues			
Interest	18,188	2,250	15,938
Other	13,241	0	13,241
Total Revenues	31,429	2,250	29,179
Capital Outlays	0	9,200	(9,200)
Total Non-Operating Expenses	0	9,200	(9,200)
Total Non-Operating Income (Loss)	31,429	(6,950)	38,379
Income/(Loss) before Loans & Deprec	31,429	(6,950)	38,379
Deprec & Loans	-	-	-
Total Deprec & Loans	0	0	0
NET INCOME/LOSS	31,429	(6,950)	38,379

Accounts Paid

Date	Vendor	Document	Description	Fund	Dept	Amount
3/1/2025	DE LAGE LANDEN **AUTOPOST**	PPI06596	General Fund	700	South Beach	\$327.87
3/1/2025	DE LAGE LANDEN **AUTOPOST**	PPI06596	General Fund	100	Administration	\$327.88
3/1/2025	City of Newport Water**AUTOPOST**	PPI06595	General Fund	300	Commercial Marina	\$194.94
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06594	General Fund	300	Commercial Marina	\$9.00
3/1/2025	Business Oregon - Special Public Works	PPI06593	General Fund	000	Unallocated	\$4,373.70
3/1/2025	Business Oregon - Special Public Works	PPI06593	General Fund	000	Unallocated	\$8,227.69
3/1/2025	Business Oregon - Ports Programs	PPI06592	General Fund	000	Unallocated	\$5,129.65
3/1/2025	Business Oregon - Ports Programs	PPI06592	General Fund	000	Unallocated	\$9,649.75
3/1/2025	OR Business Development Dept. -OBDD	PPI06591	General Fund	000	Unallocated	\$1,536.57
3/1/2025	OR Business Development Dept. -OBDD	PPI06591	General Fund	000	Unallocated	\$6,263.43
3/17/2025	City of Newport Water**AUTOPOST**	PPI06590	General Fund	700	South Beach	\$819.54
3/17/2025	City of Newport Water**AUTOPOST**	PPI06589	General Fund	700	South Beach	\$327.18
3/17/2025	City of Newport Water**AUTOPOST**	PPI06588	General Fund	700	South Beach	\$805.77
3/17/2025	City of Newport Water**AUTOPOST**	PPI06587	General Fund	700	South Beach	\$378.78
3/17/2025	City of Newport Water**AUTOPOST**	PPI06586	General Fund	700	South Beach	\$325.34
3/17/2025	City of Newport Water**AUTOPOST**	PPI06585	General Fund	700	South Beach	\$416.70
3/17/2025	City of Newport Water**AUTOPOST**	PPI06584	General Fund	700	South Beach	\$92.51
3/17/2025	City of Newport Water**AUTOPOST**	PPI06583	General Fund	700	South Beach	\$1,381.08
3/11/2025	Quadient Finance USA Inc	PPI06582	General Fund	100	Administration	\$387.92
3/15/2025	Direct TV**AUTOPOST**	PPI06581	General Fund	700	South Beach	\$573.40
3/1/2025	Carson Oil Co Inc **AUTOPOST**	PPI06580	General Fund	500	International Terminal	\$1,226.02
3/20/2025	Asure - ***AUTOPOST***	PPI06579	General Fund	-	Multiple	\$182.04
3/20/2025	Asure - ***AUTOPOST***	PPI06578	General Fund	-	Multiple	\$28,477.54
3/20/2025	PERS-Autopay	PPI06577	General Fund	100	Administration	\$30,613.14
3/20/2025	PERS-Autopay	PPI06576	General Fund	100	Administration	\$8,891.43
3/31/2025	First Interstate Bank Loan**AUTOPOST**	PPI06556	General Fund	000	Unallocated	\$27.03
3/31/2025	First Interstate Bank Loan**AUTOPOST**	PPI06556	General Fund	000	Unallocated	\$5,078.28
3/26/2025	Direct TV**AUTOPOST**	PPI06552	General Fund	700	South Beach	\$775.50
3/21/2025	Oregon Employment Department	PPI06537	General Fund	100	Administration	\$223.45
3/21/2025	Newport Rental Service	14247	NOAA Lease Fund	-	NOAA	\$442.00
3/21/2025	Newport Rental Service	14247	General Fund	500	International Terminal	\$139.60
3/21/2025	MASA	14246	General Fund	700	South Beach	\$14.00
3/21/2025	MASA	14246	General Fund	700	South Beach	\$14.00
3/21/2025	MASA	14246	General Fund	700	South Beach	\$14.00
3/21/2025	MASA	14246	General Fund	700	South Beach	\$14.00

Accounts Paid

3/21/2025	MASA	14246	General Fund	500	International Terminal	\$14.00
3/21/2025	MASA	14246	General Fund	300	Commercial Marina	\$14.00
3/21/2025	MASA	14246	General Fund	300	Commercial Marina	\$39.00
3/21/2025	MASA	14246	General Fund	100	Administration	\$14.00

Date	Vendor	Document	Description	Fund	Dept	Amount
3/21/2025	MASA	14246	General Fund	300	Commercial Marina	\$39.00
3/21/2025	MASA	14246	General Fund	700	South Beach	\$39.00
3/21/2025	Lincoln County Public Works	14245	General Fund	300	Commercial Marina	\$65.49
3/21/2025	Lincoln County Public Works	14245	General Fund	700	South Beach	\$33.98
3/21/2025	Lincoln County Public Works	14245	General Fund	500	International Terminal	\$40.75
3/21/2025	Lincoln County Public Works	14245	General Fund	100	Administration	\$54.75
3/21/2025	Integrity Data	14244	General Fund	100	Administration	\$1,387.50
3/21/2025	Eurofins Environment Testing Northwest LLC	14243	General Fund	500	International Terminal	\$36.00
3/21/2025	Eurofins Environment Testing Northwest LLC	14243	General Fund	500	International Terminal	\$124.00
3/21/2025	Eurofins Environment Testing Northwest LLC	14243	General Fund	500	International Terminal	\$57.00
3/21/2025	DOWL	14242	General Fund	300	Commercial Marina	\$4,562.45
3/21/2025	DOWL	14242	General Fund	300	Commercial Marina	\$8,103.75
3/21/2025	Country Media Inc	14241	General Fund	700	South Beach	\$78.08
3/21/2025	Country Media Inc	14241	General Fund	700	South Beach	\$78.08
3/21/2025	Country Media Inc	14241	General Fund	700	South Beach	\$78.08
3/21/2025	Country Media Inc	14241	General Fund	700	South Beach	\$78.08
3/21/2025	Country Media Inc	14241	General Fund	300	Commercial Marina	\$80.31
3/21/2025	Country Media Inc	14241	General Fund	300	Commercial Marina	\$80.31
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$103.27
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$9.15
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$9.15
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$9.15
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$5.99
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$0.53
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$0.53
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$0.53
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$104.47
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$9.26

Accounts Paid

3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$9.26
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$9.26
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$112.96
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$10.01
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$10.01
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$10.01
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$9,141.15
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$809.97
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$809.97
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$809.97

Date	Vendor	Document	Description	Fund	Dept	Amount
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$809.98
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$809.98
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$809.98
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$9,141.15
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$809.97
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$809.97
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$809.97
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$809.98
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$809.98
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	700	South Beach	\$809.98

Accounts Paid

3/21/2025	Bay Area Enterprises Inc	14240	General Fund	100	Administration	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	500	International Terminal	\$71.77
3/21/2025	Bay Area Enterprises Inc	14240	General Fund	300	Commercial Marina	\$71.77
3/21/2025	True Cut Engraving LLC	14239	General Fund	100	Administration	\$75.00
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	700	South Beach	\$110.00
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	700	South Beach	\$0.95
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	700	South Beach	\$25.00
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	700	South Beach	\$15.00
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	700	South Beach	\$43.64
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	700	South Beach	\$13.12
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	300	Commercial Marina	\$110.00
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	300	Commercial Marina	\$0.95
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	300	Commercial Marina	\$15.00

Date	Vendor	Document	Description	Fund	Dept	Amount
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	300	Commercial Marina	\$13.12
3/21/2025	ToyotaLift Northwest Inc	14238	General Fund	300	Commercial Marina	\$43.64
3/21/2025	Suburban Propane	14237	General Fund	300	Commercial Marina	\$467.98
3/21/2025	Suburban Propane	14237	General Fund	700	South Beach	\$41.32
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$29.50
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$97.82
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$87.70
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$87.70
3/21/2025	Staples Advantage	14236	General Fund	700	South Beach	\$260.21
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$29.50
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$5.39
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$18.84
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$23.00
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$8.37
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$16.09
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$30.95
3/21/2025	Staples Advantage	14236	General Fund	100	Administration	\$79.34
3/21/2025	Simply Design Studios	14235	General Fund	100	Administration	\$250.00
3/21/2025	Pioneer Connect	14234	NOAA Lease Fund			\$182.57
3/21/2025	Pioneer Connect	14234	General Fund	700	South Beach	\$42.21
3/21/2025	Pioneer Connect	14234	General Fund	700	South Beach	\$185.93
3/21/2025	Pacific Source Administrators Inc	14233	General Fund	500	International Terminal	\$68.74

Accounts Paid

3/21/2025	Pacific Source Administrators Inc	14233	General Fund		Multiple	\$89.14
3/21/2025	Pacific Source Administrators Inc	14233	General Fund	500	International Terminal	\$100.00
3/21/2025	Pacific Source Administrators Inc	14233	General Fund	100	Administration	\$222.85
3/21/2025	Pacific Source Administrators Inc	14233	General Fund	100	Administration	\$85.00
3/21/2025	Pacific Source Administrators Inc	14233	General Fund	100	Administration	\$254.16
3/21/2025	Pacific Source Administrators Inc	14233	General Fund	100	Administration	\$66.66
3/21/2025	Pacific Source Administrators Inc	14233	General Fund	100	Administration	\$70.00
3/21/2025	Amazon Capital Services Inc	14232	General Fund	700	South Beach	\$248.75
3/21/2025	Amazon Capital Services Inc	14232	NOAA Lease Fund			\$104.00
3/21/2025	Amazon Capital Services Inc	14232	General Fund	500	International Terminal	\$37.99
3/21/2025	Amazon Capital Services Inc	14232	NOAA Lease Fund			\$237.06
3/1/2025	City of Newport Water**AUTOPOST**	PPI06534	General Fund	700	South Beach	\$170.29
3/1/2025	City of Newport Water**AUTOPOST**	PPI06533	General Fund	100	Administration	\$1,527.87
3/1/2025	City of Newport Water**AUTOPOST**	PPI06532	General Fund	300	Commercial Marina	\$2,677.08
3/1/2025	City of Newport Water**AUTOPOST**	PPI06531	NOAA Lease Fund			\$194.94
3/1/2025	City of Newport Water**AUTOPOST**	PPI06530	General Fund	300	Commercial Marina	\$919.82

Date	Vendor	Document	Description	Fund	Dept	Amount
3/1/2025	City of Newport Water**AUTOPOST**	PPI06529	General Fund	700	South Beach	\$974.63
3/1/2025	City of Newport Water**AUTOPOST**	PPI06528	General Fund	500	International Terminal	\$1,111.95
3/1/2025	City of Newport Water**AUTOPOST**	PPI06527	General Fund	300	Commercial Marina	\$886.46
3/1/2025	City of Newport Water**AUTOPOST**	PPI06526	General Fund	300	Commercial Marina	\$55.53
3/1/2025	City of Newport Water**AUTOPOST**	PPI06525	General Fund	300	Commercial Marina	\$122.33
3/1/2025	City of Newport Water**AUTOPOST**	PPI06524	General Fund	700	South Beach	\$114.89
3/1/2025	City of Newport Water**AUTOPOST**	PPI06523	General Fund	700	South Beach	\$183.00
3/1/2025	City of Newport Water**AUTOPOST**	PPI06522	General Fund	500	International Terminal	\$181.18
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06521	General Fund	100	Administration	\$111.61
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06520	General Fund	700	South Beach	\$103.04
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06519	General Fund	500	International Terminal	\$574.21
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06518	General Fund	500	International Terminal	\$334.65
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06517	General Fund	700	South Beach	\$34.90
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06516	General Fund	500	International Terminal	\$473.86

Accounts Paid

3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06515	General Fund	700	South Beach	\$115.32
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06514	General Fund	300	Commercial Marina	\$64.30
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06513	General Fund	700	South Beach	\$801.62
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06512	General Fund	700	South Beach	\$395.69
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06511	General Fund	700	South Beach	\$1,074.49
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06510	General Fund	700	South Beach	\$288.11
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06509	General Fund	700	South Beach	\$164.45
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06508	General Fund	700	South Beach	\$549.01
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06507	General Fund	300	Commercial Marina	\$80.31
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06506	General Fund	300	Commercial Marina	\$946.12
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06505	General Fund	300	Commercial Marina	\$724.30
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06504	General Fund	700	South Beach	\$35.68
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06503	General Fund	700	South Beach	\$39.23
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06502	General Fund	700	South Beach	\$35.23
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06501	General Fund	700	South Beach	\$41.62
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06500	General Fund	700	South Beach	\$34.13
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06499	General Fund	700	South Beach	\$37.41
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06498	General Fund	700	South Beach	\$41.03
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06497	General Fund	300	Commercial Marina	\$2,614.45
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06496	General Fund	700	South Beach	\$199.89
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06495	General Fund	300	Commercial Marina	\$381.13
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06494	General Fund	300	Commercial Marina	\$3,043.11
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06493	General Fund	700	South Beach	\$343.80
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06492	General Fund	700	South Beach	\$1,201.16

Date	Vendor	Document	Description	Fund	Dept	Amount
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06491	General Fund	700	South Beach	\$949.15
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06490	General Fund	700	South Beach	\$32.48
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06489	General Fund	700	South Beach	\$628.67
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06488	General Fund	700	South Beach	\$945.69
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06487	General Fund	700	South Beach	\$1,305.43
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06486	General Fund	700	South Beach	\$364.56
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06485	General Fund	700	South Beach	\$1,349.99
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06484	General Fund	700	South Beach	\$1,819.56
3/1/2025	Central Lincoln PUD**AUTOPOST**	PPI06483	General Fund	700	South Beach	\$264.25
3/20/2025	Central Lincoln PUD**AUTOPOST**	PPI06482	General Fund	100	Administration	\$757.17
3/20/2025	Central Lincoln PUD**AUTOPOST**	PPI06481	NOAA Lease Fund	-	-	\$890.14
3/17/2025	First Interstate Bank MC **AUTOPOST**	PPI06439	General Fund	100	Administration	\$774.48

Accounts Paid

3/17/2025	First Interstate Bank MC **AUTOPOST**	PPI06438	General Fund	300	Commercial Marina	\$625.00
3/17/2025	First Interstate Bank MC **AUTOPOST**	PPI06437	General Fund	100	Administration	\$526.86
3/17/2025	First Interstate Bank MC **AUTOPOST**	PPI06436	General Fund	500	International Terminal	\$211.25
3/17/2025	First Interstate Bank MC **AUTOPOST**	PPI06435	General Fund	100	Administration	\$1,241.05
3/7/2025	Hyak	PPI06433	General Fund	100	Administration	\$875.00
3/7/2025	Hyak	PPI06433	General Fund	100	Administration	\$5,420.00
3/21/2025	Washington State Support Registry **AUTOPOST*	PPI06432	General Fund	500	International Terminal	\$408.50
3/20/2025	VOYA-Autopay	PPI06431	General Fund	500	International Terminal	\$100.00
3/20/2025	VOYA-Autopay	PPI06431	General Fund	100	Administration	\$25.00
3/20/2025	VOYA-Autopay	PPI06430	General Fund	500	International Terminal	\$100.00
3/20/2025	VOYA-Autopay	PPI06430	General Fund	100	Administration	\$200.00
3/20/2025	VOYA-Autopay	PPI06430	General Fund	100	Administration	\$500.00
3/20/2025	VOYA-Autopay	PPI06430	General Fund	100	Administration	\$105.00
3/20/2025	VOYA-Autopay	PPI06430	NOAA Lease Fund	-	-	\$25.00
3/5/2025	Asure - ***AUTOPOST***	PPI06409	General Fund	100	Administration	\$27,694.66
3/10/2025	Ground FX Landscape Management LLC	14227	General Fund	300	Commercial Marina	\$382.00
3/10/2025	Englund Marine Supply Co Inc	14226	General Fund	500	International Terminal	\$159.66
3/10/2025	Englund Marine Supply Co Inc	14226	General Fund	300	Commercial Marina	\$282.00
3/10/2025	Doug's Electric Inc	14225	General Fund	300	Commercial Marina	\$861.00
3/10/2025	Doug's Electric Inc	14225	General Fund	300	Commercial Marina	\$269.00
3/10/2025	Doug's Electric Inc	14225	General Fund	700	South Beach	\$276.75
3/10/2025	Doug's Electric Inc	14225	General Fund	700	South Beach	\$97.25
3/10/2025	Darrell Harper	14224	General Fund	300	Commercial Marina	\$244.38
3/10/2025	City of Newport Room Tax	14223	General Fund	100	Administration	\$5,956.65
3/10/2025	Barrelhead Supply Inc	14222	General Fund	700	South Beach	\$11.18
3/10/2025	Barrelhead Supply Inc	14222	General Fund	700	South Beach	\$23.96

Date	Vendor	Document	Description	Fund	Dept	Amount
3/10/2025	Barrelhead Supply Inc	14222	General Fund	700	South Beach	\$5.58
3/10/2025	Barrelhead Supply Inc	14222	General Fund	700	South Beach	\$13.77
3/10/2025	Astound CoastCom By Wave	14221	General Fund	700	South Beach	\$1,032.80
3/10/2025	Astound CoastCom By Wave	14221	General Fund	100	Administration	\$960.00
3/10/2025	Ultrex	14220	General Fund	100	Administration	\$54.53
3/10/2025	Ultrex	14220	General Fund	700	South Beach	\$46.48

Accounts Paid

3/10/2025	Ultrex	14220	General Fund	100	Administration	\$4.05
3/10/2025	TWGW Inc NAPA Auto Parts	14219	General Fund	500	International Terminal	\$31.96
3/10/2025	TWGW Inc NAPA Auto Parts	14219	General Fund	500	International Terminal	\$56.99
3/10/2025	TWGW Inc NAPA Auto Parts	14219	General Fund	500	International Terminal	\$11.98
3/10/2025	TWGW Inc NAPA Auto Parts	14219	General Fund	500	International Terminal	\$15.49
3/10/2025	TWGW Inc NAPA Auto Parts	14219	General Fund	500	International Terminal	\$21.99
3/10/2025	TWGW Inc NAPA Auto Parts	14219	General Fund	500	International Terminal	\$14.99
3/10/2025	TWGW Inc NAPA Auto Parts	14219	General Fund	500	International Terminal	\$15.49
3/10/2025	TWGW Inc NAPA Auto Parts	14219	General Fund	500	International Terminal	\$5.98
3/10/2025	TWGW Inc NAPA Auto Parts	14219	General Fund	500	International Terminal	\$5.69
3/10/2025	TWGW Inc NAPA Auto Parts	14219	General Fund	500	International Terminal	\$84.90
3/10/2025	Tri-Agg Inc	14218	General Fund	500	International Terminal	\$280.00
3/10/2025	Thompson's Sanitary Service Inc	14217	NOAA Lease Fund	-	-	\$592.55
3/10/2025	Thompson's Sanitary Service Inc	14217	General Fund	500	International Terminal	\$1,420.31
3/10/2025	Thompson's Sanitary Service Inc	14217	General Fund	700	South Beach	\$2,458.58
3/10/2025	Thompson's Sanitary Service Inc	14217	General Fund	300	Commercial Marina	\$2,463.73
3/10/2025	TCB Security Services Inc	14216	General Fund	700	South Beach	\$4,724.01
3/10/2025	TCB Security Services Inc	14216	General Fund	100	Administration	\$418.58
3/10/2025	TCB Security Services Inc	14216	General Fund	500	International Terminal	\$418.58
3/10/2025	TCB Security Services Inc	14216	General Fund	300	Commercial Marina	\$418.58
3/10/2025	TCB Security Services Inc	14216	General Fund	700	South Beach	\$1,667.28
3/10/2025	TCB Security Services Inc	14216	General Fund	100	Administration	\$147.74
3/10/2025	TCB Security Services Inc	14216	General Fund	500	International Terminal	\$147.74
3/10/2025	TCB Security Services Inc	14216	General Fund	300	Commercial Marina	\$147.74
3/10/2025	TCB Security Services Inc	14216	General Fund	700	South Beach	\$4,724.01
3/10/2025	TCB Security Services Inc	14216	General Fund	100	Administration	\$418.58
3/10/2025	TCB Security Services Inc	14216	General Fund	500	International Terminal	\$418.58

Accounts Paid

3/10/2025	TCB Security Services Inc	14216	General Fund	300	Commercial Marina	\$418.58
3/10/2025	T & L Chemical Toilet Service LLC	14215	General Fund	500	International Terminal	\$450.00
3/10/2025	Suburban Propane	14214	General Fund	700	South Beach	\$41.32
3/10/2025	Spiro Landscapes Inc	14213	NOAA Lease Fund	-	-	\$495.00
3/10/2025	Spiro Landscapes Inc	14213	General Fund	700	South Beach	\$1,314.50

Date	Vendor	Document	Description	Fund	Dept	Amount
3/10/2025	Road & Driveway Co Inc	14212	General Fund	500	International Terminal	\$476.06
3/10/2025	Platt Electric Supply Inc	14211	General Fund	500	International Terminal	\$316.58
3/10/2025	Platt Electric Supply Inc	14211	NOAA Lease Fund	-	-	\$175.04
3/10/2025	Associated Cleaning Services Inc	14210	NOAA Lease Fund	-	-	\$1,552.00
3/10/2025	Pioneer Printing Inc	14209	General Fund	700	South Beach	\$65.25
3/10/2025	Petroleum Compliance Services LLC	14208	General Fund	700	South Beach	\$1,794.00
3/10/2025	Orkin	14207	General Fund	700	South Beach	\$97.00
3/10/2025	Orkin	14207	General Fund	100	Administration	\$88.00
3/10/2025	NW Natural	14206	General Fund	700	South Beach	\$165.54
3/10/2025	NW Natural	14206	General Fund	700	South Beach	\$369.35
3/10/2025	Newport Sign Shop	14205	General Fund	300	Commercial Marina	\$285.00
3/10/2025	Newport Sign Shop	14205	General Fund	500	International Terminal	\$595.00
3/10/2025	Newport Fab Shop	14204	NOAA Lease Fund	-	-	\$1,250.00
3/10/2025	MacPherson, Gintner & Diaz	14203	General Fund	100	Administration	\$3,037.50
3/10/2025	Jane E. Myrick	14202	General Fund	100	Administration	\$395.00
3/10/2025	Hyak	14201	General Fund	100	Administration	\$6,610.99
3/10/2025	HR Answers Inc	14200	General Fund	100	Administration	\$3,786.75
3/10/2025	Amazon Capital Services Inc	14199	General Fund	700	South Beach	\$99.99
3/10/2025	Amazon Capital Services Inc	14199	General Fund	700	South Beach	\$7.96
3/10/2025	Amazon Capital Services Inc	14199	General Fund	700	South Beach	\$19.48
3/10/2025	Amazon Capital Services Inc	14199	General Fund	700	South Beach	\$15.99
3/10/2025	Amazon Capital Services Inc	14199	General Fund	700	South Beach	\$32.62
3/10/2025	Amazon Capital Services Inc	14199	General Fund	700	South Beach	\$21.11
3/10/2025	Amazon Capital Services Inc	14199	General Fund	700	South Beach	\$14.92
3/10/2025	Amazon Capital Services Inc	14199	General Fund	100	Administration	\$13.96
3/10/2025	Amazon Capital Services Inc	14199	General Fund	300	Commercial Marina	\$287.88
3/10/2025	Amazon Capital Services Inc	14199	General Fund	700	South Beach	\$375.80
3/10/2025	Amazon Capital Services Inc	14199	General Fund	700	South Beach	\$119.98

Accounts Paid

3/10/2025	Amazon Capital Services Inc	14199	General Fund	100	Administration	\$195.50
3/3/2025	VOYA-Autopay	PPI06330	General Fund	500	International Terminal	\$100.00
3/3/2025	VOYA-Autopay	PPI06330	General Fund	100	Administration	\$500.00
3/3/2025	VOYA-Autopay	PPI06330	General Fund	100	Administration	\$105.00
3/3/2025	VOYA-Autopay	PPI06330	NOAA Lease Fund	-	-	\$25.00
3/3/2025	VOYA-Autopay	PPI06329	General Fund	500	International Terminal	\$100.00
3/3/2025	VOYA-Autopay	PPI06329	General Fund	100	Administration	\$25.00
3/3/2025	Washington State Support Registry **AUTOPOST*	PPI06328	General Fund	500	International Terminal	\$408.50



## **STAFF REPORT**

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DATE: April 9, 2025

RE: Budget Committee Membership

TO: Paula Miranda, Executive Director

ISSUED BY: Mark A. Brown, Director of Finance and Business Services

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### **Overview**

The Port, by law, has five electors on the Budget Committee. There are exceptions granted when an agency cannot find a sufficient number of registered voters who desire to serve on the committee. The Budget Committee currently has two vacancies. Budget Committee members serve three-year terms with equal numbers expiring each year. However, the Budget Committee membership may be renewed at the discretion of the Commission. The Budget Committee is the Port's fiscal planning advisory committee. To be qualified to serve on the committee, the individual must have the right to vote for a ballot measure submitted by the Port.

### **Details**

The Port has received one application to serve as a Budget Committee member. The application is attached for your review. The applicant is Michael Seavers. If he is appointed, a welcome packet will be sent, introducing the Port's budgeting process and his role in the process.

### **Recommendation**

I recommend that the Commission appoint Michael Seavers for a term expiring in 2027 to the Port of Newport Budget Committee.

**From:** Michael Seavers

**Sent:** Tuesday, May 23, 2023 1:37 PM

**To:** Mark Brown <[mbrown@portofnewport.com](mailto:mbrown@portofnewport.com)>

**Subject:** Port of Newport Budget Committee Vacancy- Letter of Interest : Michael Seavers

Hello,

I would like to introduce myself and express an interest in serving on the Port of Newport Budget Committee.

**Name:** Michael Christian Seavers  
**Physical Address:** 1102 SE Spruce Way, Newport, OR 97365  
**Mailing Address:** Same  
**Phone Number:** 859-285-9486  
**Email:** [seavers51@yahoo.com](mailto:seavers51@yahoo.com)  
**Time as Elector:** 03/89 - 06/94 and 05/23- Present

**Statement of Desire to serve on Committee:**

I am returning to my hometown of Newport after spending 29 years in Engineering Management in the Automotive Industry (Toyota), and have seen the impact that a well planned and executed budget can make. In my role at Toyota as a Sr. Manager, I was directly responsible for creating and executing a yearly operating budget of \$3.5M (~60 Members Overtime & Travel, Maintenance, Shipping, etc), and a capital budget of \$100M (Equipment and Tooling). I hope to utilize the skills learned in private industry to support the growth and health of the Port of Newport.

My other desire for the health and growth of the Port of Newport stems from my family's roots in commercial fishing. Returning to Oregon, I have rejoined my family business (F/V Seeker, F/V Miss Sue). Commercial Fishing is the only job I have held outside

of Toyota, and I am eager to bring some of the 'Toyota Way', (both problem solving and manufacturing experience) to improve our business.

I appreciate you entertaining my interest letter and look forward to hear back from you.

-Michael Seavers



## STAFF REPORT

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Date: April 11, 2025

RE: 2025-206 Rates and Fees

TO: Paula Miranda, Executive Director

ISSUED BY: Mark Brown, Director of Finance and Business Services

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### **BACKGROUND**

The Port of Newport is a Governmental entity that is operating as a commercial business entity.

What does that mean?

That means that most of the revenue received by the Port are generated by fees, use of the facilities, rentals and leases.

The Port was established in 1910 under ORS 777. Each year the Port Commission is required to review rates and fees. If appropriate, the Port Commission will be asked to adopt new rates.

By Oregon statute the Port cannot run a budget deficit, the total expenditures for each fund must equal the revenues for each fund each fiscal year. This year the Port will receive an estimated \$130-135,000 in tax revenue for operations, the remainder of the Port's revenue is derived from usage fees and rentals. While increased rates do not always occur, they are typically recommended, this allows the Port to keep up with inflation and to maintain infrastructure for its customers.

### **DETAIL**

Included in your commission packet are the proposed rates for the fiscal year 2025-2026.

This year the Ports budget is full of uncertainty, new tariffs are announced very frequently, as tariffs increase, so do prices of goods the Port purchases.

The Port is one of the City's larger water users, as with the rest of the community, the Port has experienced a 15% increase in water, wastewater rates and a 25% increase in stormwater rates. The city has informed the community that it is likely to see continued escalated rates to cover current and future debt requirements and inflationary costs in future years.

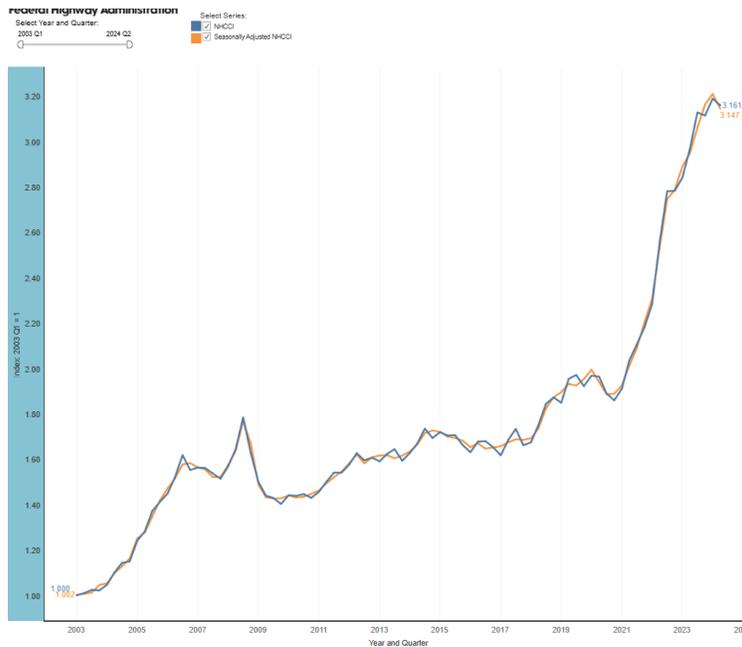
The Port is one of the larger users of electricity in the city. The Port is expecting, but has not been able to confirm, an increase of up to 30% in electrical rates in the upcoming year, this is not even in the budget.

Other costs that contribute to the Port's prices:

- Waste Disposal - The Port will pay over \$130,000 to dispose of waste material

Last year the Port worked with a third party to contain some of the costs and was able to reduce the overall cost to the Port, the Port hopes to continue that relationship but there is uncertainty at this point and time.

To determine if an increase is appropriate, we reviewed the Consumer Price Index (CPI) for the period of January 2024 to December 2024. The CPI for that period was 3.0%. Generally, a 3% increase was applied to rates, then rates were rounded. We also look at each rate individually, to see if the rate makes sense. This year we also began looking at the cost of highway and bridge construction. A Pier and Port Dock are like a bridge with some of the same components, in fact, the Port Dock 5 and NOAA piers are regularly inspected by ODOT, as bridges. In the chart below, please note the increased cost of building a highway.



We also reviewed last year's increase and the discussion around increasing rates. Last year Port staff initially proposed a higher rate than was passed after discussion around the difficult season, and uncertainty of surrounding fishing. This has been considered when developing this proposal.

No price increase is suggested for the South Beach Marina, after comparing rates on the West coast, Port staff determined that maintaining the existing rates for a 1-year period is the best course of action.

Another item the Port must factor into the cost of running the Port is seizures. That means the customer did not pay their bill. The Port currently has over 20 vessels in its possession. The Port must write this off as bad debt (generally accepted accounting principles or GAAP requires the Port to write off debt when it has ascertained the amount owed is uncollectable). Not only does the Port lose the past income, but the slip the vessel is in while we are trying to get rid of it does not generate revenue, so it is a double hit to the income of the Port, then, in most cases, we have to dispose of the vessel, so really it hits the Port three (3) times.

The Port reviewed previous increases in rates. In 2018 to 2022 the Port increased rates 10% per year to replace the electrical on Port Dock 3, then had another large increase due to inflation.

The Seizure has a fourth component. These vessels are now under the care of the Port (the Port does not own them). Port staff must visit each vessel on a regular basis to make sure it is not taking on water, causing it to sink. If the vessel were to sink there is the possibility of fines, the cost of raising the vessel and liability for any hazardous material on the vessel.

The Port reviewed previous increases in rates. In 2018 to 2022 the Port increased rates 10% per year to replace the electrical on Port Dock 3, then had another large increase due to inflation.

The Port is proposing a 1% surcharge for dredging. This surcharge would cost a vessel that is 52 feet in length (which is the average length of vessel in the Port) \$45 per year.

To sum up this entire section, if the rates are not increased in the Commercial Marina, it will have a substantial negative impact on Port operations, Port staff will be unable to keep up with day-to-day maintenance and rectify deferred maintenance.

The discounts for RV park long-term stays were reduced by 5%, as previously approved by the Port Commission. Increasing the daily rate would have resulted in an 8%+ increase for monthly users. Therefore, the daily rate was rounded up to the nearest dollar. For transparency, in addition to the \*see discount, an “example” price with vessel and without vessel was added, with disclaimer that actual price will vary.

In the Commercial Marina, we also compared rates with other Ports. We found that daily rates were lower than most Ports. Daily rates ranged from a low of .80 per foot to \$3.58 per foot, most of the rates were above \$1.00 per foot. Suggesting the minimum the Port should charge for the daily rate (transient) is \$1.00 per foot per day.

As with the weekly rate, there are few marinas offering a monthly rate. Commercial Marina customers either pay the daily rate or pay the semi-annual or annual rate. We are suggesting removing a discount associated with the weekly rate based on this data.

As the Facilities code suggests, the semi-annual and annual moorage rates are reserved for those vessels resident at the Port of Newport, Chapter 1, section 1.2 (gg). The focus is on those rates next.

The Port of Newport is one of three ports, excluding Alaska, offering semi-annual moorage rates, one port cannot be compared as the rate is based on size ranges of a vessel (10-20, 20-30, 30-60, 60-80, etc.), this leaves two ports. As there is not much to go on, the Port suggests the price indicated.

Annual moorage licenses ranged from a low of \$35.55 to a high of 245.76 per foot. If I eliminate Seattle and the lowest rate, then look in the range from Eureka to Port Townsend the rate for annual moorage is \$49 to 105.84 (\$120.48 for a vessel 71' or longer).

Coos Bay is charging \$83.22 per foot per year (2024-25 rate)  
Eureka \$85.20 per foot per year (2024-25 rate)  
Port Townsend - Boat Haven (2025 rates)

Active Commercial Fishing up to 70 8.82/ft/mo = \$105.84 /ft/year or 71+ 10.04/ft/mo = \$120.48 /ft/year

Note: I have included the effective year of these prices, in all cases this is the current year. The prices may increase for the year 2026.

Based on these prices, the \$85.90 per foot per year rate (plus surcharge) appears to be reasonable.

Since the Swedes dock rate is two times the daily rate, this price increase affects Swedes dock.

In all areas, the Work Barge price was modified to include the cost of labor in the price. That is why the price increase looks so large.

The price of trailer parking in the commercial marina increased 6%, this is a fee that has not been charged for at least 5 years.

Although the key card deposit shows an increase of 77%, it is what the Port has been charging for a deposit. This is refunded if the keycard is returned.

Other fees in the commercial marina, which increased more than 3%, were rounded up.

#### Other South Beach Rates

The fillet license cost was increased to reflect the time it is taking to manage the license. In the future the Port may want to consider a bid system with a minimum bid of what is suggested.

All rates, except moorage, were rounded up.  
The discount for veterans increased from 5 to 10%.

Please note: Only one discount per customer per stay is offered. The discount only applies to daily and weekly moorage holders or those being charged the daily rate in the RV Main or Annex Park. Those staying in dry camp are not eligible for a discount.

Pet Fee, Monthly, this fee was increased to be in line with the daily rate, the customer is paying this fee for each additional pet above one (1), meaning the first pet is included. The customer gets 20 days for the price of a full month.

The deposit to reserve a future reservation was increased from \$500 to \$750 for vessels, this deposit is applied to the rental at time of final payment. It is meant to ensure the customer is going to come. Last-minute cancellations of a reservation can be problematic, as we must find someone who wants to rent that slip or lose the revenue.

The cancellation policy has not changed, but I wanted to note, there is the ability to waive the cancellation fee in case of an emergency or death in the family, we just do not mention this the rate sheet.

Extra Person fee, this fee was increased to be in line with the daily rate, the customer is paying this fee for each additional person above two (2), the first two people are included. The customer gets 20 days for the price of a full month. Although the Port does have families with young adults or kids staying in the park, these are typically

short-term customers, those staying longer term are generally fishing. If the family comes, it may be for the weekend, and they are not charged extra.

Extra Vehicle fee, this is rarely charged, the monthly fee was reduced. This fee is only charged if all of the vehicles and trailers will not fit in the space provided in the RV park (on the blacktop), nothing can extend into the roadway and nothing can be sitting on the grass.

The annual parking pass at South Beach was adjusted to align with the rest of the port and the city, \$100.00.

The Port Marinas need to be dredged, yet the Port has no funds to do so. A 2% surcharge for moorage and a \$2.00 fee was added to launches. This surcharge will be moved to the Facilities Maintenance Fund monthly (or in the case of launches, each time the money is collected and the receipts printed from the Ventek machine) and will be exclusively used for “non-dock related underwater work.”

This year we will start to see more impacts from last year’s increase, and in 2026-27 we will see the impact of this year’s increase.

## **RECOMMENDATION and MOTION**

I recommend a commissioner make the following motion:

I move to adopt Resolution 2025-01 Setting Rates, Fees, and Charges.

**PORT OF NEWPORT RESOLUTION NO. 2025-01**  
**A RESOLUTION SETTING RATES, FEES, AND CHARGES**

**WHEREAS**, ORS 294.160 requires the governing body of a unit of local government to provide an opportunity for interested persons to comment on the enactment of any ordinance or resolution prescribing a new fee or a fee increase; and

**WHEREAS**, Port of Newport Facilities Code Sec. 1.2(f) requires the Commission to set moorage and other appropriate rates, fees and charges by the adoption of a "fee schedule" by resolution; and

**WHEREAS**, the Port Commission last adjusted rates, fees and charges via Resolution 2024-04 on February 27, 2024; and

**WHEREAS**, the Port is a single enterprise similar to a commercial entity; and

**WHEREAS**, the Port Commission intends that user fees should cover the costs of the Port;

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

Unless otherwise noted, all Rates, Fees & Charges are effective July 1, 2025.

**SECTION 1. RATES & FEES.**

The attached document "2025-26 Rate and Fees Schedule" is incorporated herein by reference.

**SECTION 2. RETAIL SALES, GIFT CERTIFICATES, PROMOTIONS, SPONSORSHIPS, AND SUNDRIES.**

Commission delegates to the Executive Director or designee the ability to set additional prices.

**SECTION 3. DELEGATION OF RESPONSIBILITY.**

The Commission delegates to the Executive Director or designee the ability to adjust these rates to better manage services at the Port.

**SECTION 4. ANNUAL REVIEW.**

The Commission, through Port staff, shall annually review and adopt a new Rate, Fees, and Charges Resolution prior to the budget's adoption.

**SECTION 5. REPEALER.** On the effective date July 1, 2025, all previous rates and/or rate resolutions are hereby repealed, including the 50% discount for off season RV rentals mentioned in the 3-year plan.

**APPROVED AND ADOPTED** by the Board of Commissioners this 22nd day of April 2025.

**Section 1**  
**Commercial Marina Rates and Fees**  
**Effective July 1, 2025 to June 30, 2026**

<b>Rates</b>	<b>Details</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>	<b>Increase</b>
Moorage Per Foot	-	-	-	-
Transient (Daily)	-	\$0.88	\$1.00	14%
Weekly	-	\$5.60	\$7.00	25%
Monthly	-	\$15.96	\$18.25	14%
Semi Annual	-	\$57.95	\$64.50	11%
Annual	-	\$77.27	\$85.90	11%
Dredging Surcharge	100% of Dredge surcharges will be placed set aside in a Reserve Fund for non-dock related underwater maintenance.	-	1%	-
Service Docks	-	-	-	-
Swede's Dock. In addition to moorage. (2X moorage)	Per day, per linear foot	\$1.76	\$2.00	14%
Parking Permits	Only Issued to commercial fisherman and select Lessors of the Port - NO PRORATING	-	-	-
Annual Jan thru Dec	-	\$100.00	\$100.00	0%
Monthly Valid for the month issued	-	\$25.00	\$25.00	0%
Forklift	Forklift and Labor have a 1/2 hour minimum, are billed in 1/2 hour increments the first hour, thereafter are billed in 15 minute increments. For after hours work, travel time and/or overtime charges may apply.	-	-	-
Small Forklift Straight Time with Labor	-	\$74.75	\$77.00	3%
Small Forklift OT Rate with Labor	-	\$116.23	\$119.75	3%
Electricity, Per day charge	-	-	-	-
Swede's Dock (regardless of voltage)	-	\$23.34	\$24.50	5%
120v, not on Port Docks	-	\$10.10	\$10.40	3%
PD 7 Service Dock	-	\$10.10	\$10.40	3%

PD 7 Yard Charge, trucks	Boat crew is responsible for clean-up. If Port Employees are required to clean up area, the boat account will be billed at the established hourly labor rate + per tote charge	\$16.93	\$17.50	3%
Cards, bathroom	-	-	-	-
Original (Two), Deposit	-	\$28.26	\$50.00	77%
Replacement/additional (old Card will be disabled, plus loss of deposit)	-	\$50.86	\$50.00	-
Storage, Lot, Outside	-	-	-	-
Per square foot, monthly charge	-	\$0.36	\$0.37	3%
Minimum monthly charge	-	\$32.05	\$33.10	3%
Boat trailer only, per night	-	\$3.57	\$3.80	6%
Boat on trailer, per night, 10 days limit	-	\$11.37	\$12.00	6%
Wharfage, per pound	-	-	-	-
Squid	-	\$0.04	\$0.04	0%
Annual MLA Wait List Fee - Initial	-	\$28.26	\$29.50	4%
Renewal of annual wait list fee (charged annually on July 1 of each year)	-	\$11.30	\$12.00	6%
Failure to Register	-	\$155.55	\$160.25	3%
Truck Toll, per axle	Vehicles with a Commercial Motor Vehicle Classification of Class 6 Or higher (GVWR of 19,501 lbs or above).	\$8.95	9.25	3%
Pallet Charge, Per pallet	Any Port owned pallet leaving yard	\$36.30	\$37.40	3%
Port Labor	Includes all staff and fully burdened. Per hour, one hour minimum, in 15 minute increments.	-	-	-
Regular Hours	-	\$74.75	\$77.00	3%

Overtime	Any services required outside the established working hours, unless otherwise posted.	\$116.23	\$120.00	3%
Emergency Call-out	Any services requiring a port employee not currently on duty to report to duty after hours, travel time to and from Port will be charged	\$141.45	\$146.00	3%
Disposal Fees	-	-	-	-
Recycle Fees	Includes bilge water, anti freeze, fuels, and oil	\$3.39	\$3.50	3%
Net Disposal and/or Related Gear, per pound	-	\$0.30	\$0.31	3%
Garbage, per Tote, Minimum charge 1 tote	-	\$103.70	\$107.00	3%
Clean-up	In addition to labor, fees for each man-hour. Equipment charges are extra.	-	-	-
Clean-up Fee, per hour, plus garbage fee	-	\$75.12	\$78.00	4%
Spill cleanup, per hour	Regardless of type, HAZWOPER trained staff.	\$136.13	\$141.00	4%
Work Barge	Includes equipment and labor	-	-	-
Work Barge (w/ labor) Labor not previously included	-	\$35.20	\$114.00	-
Skiff, per hour w/ labor	-	\$94.10	\$97.00	3%
Hoist Docks	Tie up fee, per hour, includes use of hoist	-	-	-
One hour minimum, up to 3hr	-	\$54.73	\$56.40	3%
After 3 hours	-	\$65.43	\$67.40	3%
Hoist Dock Cranes	In addition to hoist dock rate.	-	-	-
Large Capacity. Includes equipment and labor. Per Hour	-	\$133.46	\$137.50	3%
Launch Sail Boats. Includes recovery, per launch	-	\$62.71	\$64.60	3%
Water, city rate + % Fee (2023-	-	\$0.08	\$0.08	0%

4 rate: 5.81 per 1000 Gals)				
-	<i>Vessel owner is responsible for vessel disposal, if Port is required to dispose of a vessel, the vessel owner will be charged.</i>	-	-	-
-	DISCOUNTS RECEIVED WITH CURRENT RATE, BASED ON TRANSIENT DAILY	-	-	-
-	Annual Moorage	-	-	76.47%
-	Semi Annual Moorage	-	-	64.66%
-	Monthly Moorage	-	-	39.17%
-	Weekly Moorage	-	-	0.00%

**Section 2**  
**South Beach Recreational Marina Rates and Fees**  
**Effective July 1, 2025 to June 30, 2026**

<b>Rates</b>	<b>Details</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
Moorage Per Linear Foot	"No refunds for early checkout or departure, except for Annual and Semi Annual moorage holders selling their vessel Charge based on boat or slip length, whichever is greater. J and F-Docks are charged a 24' minimum."	-	-
Daily	-	\$1.08	\$1.08
Weekly	-	\$6.74	\$6.94
Monthly**	-	\$20.47	\$20.47
SemiAnnual**	-	\$64.12	\$64.12
Annual**	-	\$99.68	\$99.68
Dredging Surcharge*	-	-	2%
-	* 100% of Dredge surcharges will be placed set aside in a Reserve Fund for non-dock related underwater maintenance.	-	-
-	** includes one launch fee and one retrieval of vessel, 1 parking pass (can forfeit parking pass for extra vehicle in RV space)	-	-
Deposits	-	-	-
Daily	-	Full Payment	-
Weekly	-	Full Payment	-
SemiAnnual	-	\$500.00	\$750.00
	Not staying year-round, due at time of reservation	-	-
Cancellation Fee	-	-	-
Annual or Semi-Annual Moorage Holders	-	-	-

-	30 days or more before check-in date	\$70.00	\$70.00
-	Less than 30 days before check-in	\$150.00	\$150.00
-	Early check-out requires recalculated moorage, based on actual stay plus Fee	\$150.00	\$150.00
Daily, Weekly, Monthly	-	-	-
-	30 days or more before check-in date	\$15.00	\$15.00
-	Less than 30 days before check-in	\$50.00	\$50.00
Change Fee (includes date changes)	-	\$25.00	\$25.00
Live Aboards	-	-	-
Live aboard Per Person, contract required (No New liveaboards offered)	-	\$107.80	\$111.00
Monthly Live aboard Electrical surcharge	-	\$43.21	\$45.00
Moorage Discounts*	" Only one discount per customer. Discount only available on Daily/Weekly moorage"	-	-
-	Those over 65, Veterans that are currently active, honorably discharged or retired military, and in good standing* with the Port (South Beach only)	5.0%	10.0%
-	* Must have a current signed Moorage License agreement, Insurance must be up to date, Vessel Registration must be current, Vessel must navigable, and moorage prepaid with no past due amounts.	-	-
Monthly	-	36.82%	36.8%
SemiAnnual	-	67.02%	67.0%
Annual	-	74.71%	74.7%
South Beach Charter Rates	-	-	-
Annual Moorage, per linear foot	-	\$88.45	\$94.00
Semi-Annual Moorage, per linear foot	-	\$64.12	\$70.00
Charter License	-	-	-
Annual	-	\$471.65	\$550.00
Weekly	-	\$25.00	\$25.00
Daily	-	\$10.00	\$10.00
Fillet License*	"A fillet license is valid for the calendar year in which it is issued, no prorating, this Port may suggest a bid system in the	\$200.00	\$350.00

	future with a hard deadline to limit the number of filleters in South Beach * Minimum price"		
Other Fees	-	-	-
Dock Box	-	\$505.30	\$520.50
Line Replacement, Per foot, per time	-	\$2.04	\$2.25
Launch Fee	-	-	-
Daily	includes a \$2.00 per launch dredge fee that will be set aside for future underwater non-dock related maintenance	\$9.00	\$12.00
Annual	Discounts Seniors 10%; Military, Disabled Military with evidence of honorable discharge and Active duty Veterans 5%.	-	-
Resident	-	\$132.92	\$136.95
Non-resident	-	\$189.80	\$195.50
Parking	-	-	-
Daily, Vehicle	-	\$7.00	\$9.00
Annual Pass, Vehicle	-	\$75.00	\$100.00
Trailer, Daily	-	\$3.57	\$4.75
Trailer, Monthly	-	\$120.00	\$130.00
Trailer with Vessel (10 Day Maximum), Per day	-	\$11.31	\$13.00
Wait List Fee	Charged at time of placement on waitlist, renewals are charged July 1 of each year.	-	-
Annual or semi-annual, change slip waiting list fee	-	\$30.00	\$30.00
Renewal of annual wait list fee	-	\$15.00	\$15.00
Service Fee Reimbursement	For electric pedestal amperage overloads, and GFCI trips (2 or more in a 60 day period) Emergency call out may also apply	\$140.00	\$148.00
Pump/Line Service. Per hour	Includes two Port employees. Additional staff will be billed at the established hourly labor rate, minimum of 15 minute staff time (rate begins at time staff leaves the Operations building, two employees typically retie or pump a boat	\$170.06	\$179.60
Work Barge	Includes equipment and labor.	-	-
Work Barge (W/ labor).	-	\$35.20	\$114.00

Skiff, per hour w/ labor.	-	\$94.10	\$99.85
Clean-up	Fees will be charged for each man-hour at the established labor rate. Equipment charges are extra.	-	-
Clean-up Fee, per hour, plus \$100 per tote or partial tote	-	\$75.12	\$78.00
Spill cleanup, per hour.	Regardless of type, HAZWOPER trained staff.	\$136.13	\$141.00
Disposal Fees	-	-	-
Recycle Fees	Includes bilge water, anti freeze, fuels, and oil	\$3.39	\$3.50
Garbage, per Tote, one tote minimum charge	-	\$103.70	\$107.00
Port Labor	Includes all staff, fully burdened. Per hour, one hour minimum, in 15 minute increments.	-	-
Regular Hours	-	\$74.75	\$79.50
Overtime	Any services required outside the established working hours, unless otherwise posted.	\$116.23	\$123.05
Emergency Call-out	Any services requiring a port employee not currently on duty to report to duty after hours, travel time to and from Port will be charged	\$141.45	\$149.55
Vessel Disposal, Cost plus	Vessel owner is responsible for vessel disposal, if Port is required to dispose of a vessel, the vessel owner will be charged, and sent to collections, if necessary.	25%	25%
Failure to Register	For research related to unregistered boats, Per hour, one hour minimum, in 15 minute increments. Charged at the established labor rate plus fee	\$155.55	\$160.25
Truck Toll, per axle	Vehicles with a Commercial Motor Vehicle Classification of Class 6 Or higher (GVWR of 19,501 lbs or above).	\$8.95	\$10.40
Dredge Spoils	Includes state fees; (may be waived for public agencies) per Cubic Yard.	\$3.69	\$4.90
Storage	-	-	-
Outside Lot Storage	-	-	-
-	Boat trailer only, per night must park in specified area	\$3.42	\$5.00
-	Monthly - Boat trailer only	\$102.00	\$108.00
-	Boat on trailer, per night, 10 days limit, must park in specified area	\$10.91	\$13.00

Emergency Storage Fee.	Per day. For vehicles, boats or trailers prior to being considered unclaimed property in possession (ORS 98.245). 1st day free. Each additional day	\$38.42	\$41.35
-	DISCOUNTS RECEIVED WITH CURRENT RATE, BASED ON TRANSIENT DAILY	-	-
-	Annual Moorage	-	74.70%
-	Semi Annual Moorage	-	67.00%
-	Monthly Moorage	-	36.80%
-	Weekly Moorage	-	0.00%

**Section 3**  
**South Beach RV Parks Rates and Fees**  
**Effective July 1, 2025 to June 30, 2026**

<b>Rates</b>	<b>Details</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
Peak Season (Summer). April 1 – October 31	-	-	-
RV Park Sites	-	-	-
Main Park**	-	-	-
Daily	-	\$77.04	\$78.00
Monthly	-	\$1,502.28	* See Discounts
-	Actual price will vary based on the number of days in a month, this price is based on a 30 days stay, with vessel	-	\$1,638.00
-	Actual price will vary based on the number of days in a month, this price is based on a 30 days stay, without vessel	-	\$1,755.00
The Annex**	-	-	-
Daily	-	\$56.58	\$57.00
Monthly	-	\$1,103.31	* See Discounts
-	Actual price will vary based on the number of days in a month, this price is based on a 30 days stay, with vessel	-	\$1,197.00
-	Actual price will vary based on the number of days in a month, this price is based on a 30 days stay, without vessel	-	\$1,282.50
Dry Camping, daily	Two week stay maximum	\$34.67	\$36.00
Off Season (Winter). November 1 – March 31	-	-	-
RV Park Sites	-	-	-
Main Park**	-	-	-
Daily	-	\$69.33	\$70.00

Monthly	-	\$1,110.78	* See Discounts
-	Actual price will vary based on the number of days in a month, this price is based on a 30 days stay, with vessel	-	-
-	Actual price will vary based on the number of days in a month, this price is based on a 30 days stay, without vessel	-	-
The Annex**	-	-	
Daily	-	\$55.19	\$56.00
Monthly	-	\$1,026.00	* See Discounts
-	Actual price will vary based on the number of days in a month, this price is based on a 30 days stay, with vessel	-	-
-	Actual price will vary based on the number of days in a month, this price is based on a 30 days stay, without vessel	-	-
Dry Camping, daily	Two week stay maximum	\$32.07	\$36.00
High Traffic Surcharge	Per night (2 night minimum stay) charged added to all RV Park stays in Marina RV Park, RV Park Annex, and Dry Camping.	-	-
Memorial Day, Labor Day (Friday, Saturday, Sunday)	-	\$25.41	\$27.50
4th of July (July 3rd, 4th, 5th)	-	\$25.41	\$27.50
Seafood & Wine Festival (Thursday, Friday, Saturday, Sunday)	-	\$63.51	\$90.00
Seafood & Wine Festival, Dry Camping	-	\$25.41	\$27.50
Other Special Events	-	TBD	TBD
Pet Fee	-	-	-
Daily. First pet free; each additional	-	\$5.18	\$5.50
Monthly. First pet free; each additional	-	\$14.14	\$110.00
Extra Person(s) Fee	First two included, regardless of age; each additional person charged.	-	-
Daily	-	\$5.41	\$5.75
Monthly	-	\$56.64	\$115.00
Extra Vehicle Fee	Any combination of three axle pieces of equipment (i.e. trailer, Fifth wheel,	-	-

	truck/car, storage trailer.) Charged for fourth piece, must fit within parking area of site, no parking is allowed on the grass. If L-T Moorage holder forfeits annual pass 1 vehicle is waived.		
Daily	-	\$13.48	\$5.00
Monthly	-	\$67.42	\$40.00
Service Fee Reimbursement	For electric pedestal amperage call outs and overloads, First service call included in base rate.	\$125.00	\$125.00
Change Fee	for multiple changes to a reservation	\$25.00	\$25.00
Reservation Deposits	Deposits are payable at time of booking, Deposits applied to end of stay, subject to cancellation fee.	-	-
Daily	-	-	-
-	Main Park	First Nights Stay	Full payment
-	Annex	-	Full payment
-	Dry Camp	Full payment	Full payment
Monthly, applied to end of stay	-	-	-
-	Main Park	One month	One month
-	Annex	One month	One month
Reservation Cancellations	Non-refundable portion of Deposit	-	-
-	A full credit may be issued to the customers account, in lieu of the fee, and is valid for one year from issuance of credit.	-	-
Daily reservation, except holiday or special event	-	-	-
-	72 hours or more before check-in date	25	25
-	Less than 72 hours before check-in date	Deposit	First Night
-	Credit , valid for one year, may be issued, with no fee	-	-
Holiday or special events	-	No Refunds	No Refunds
Monthly reservations	-	-	-
-	30 days or more before check-in date	\$150.00	\$150.00
-	Less than 30 days before check-in	\$300.00	\$300.00
Discounts	-	-	-
-	Only one discount is offered per customer per stay, including moorage and long term discount ( a customer can receive a discount for moorage and a discount for the RV stay)	-	-

	*More than 30 day stay with Vessel Moorage (based on 30 day stay)	-	30%
-	*More than 30 day stay without Vessel Moorage (based on 30 day stay)	-	25%
Good Sam ( Main park only)	-	10%	10%
Senior	-	5%	10%
Veteran	-	5%	10%
Other Charges and Services	-	-	-
South Beach Meeting Room	Must be pre-arranged and authorized. Keys must be obtained and returned.	-	-
Half Day	-	\$52.00	\$52.00
Full Day	-	\$129.96	\$130.00
Park Guests or Moorage Holders Half day	-	\$25.00	\$25.00
Park Guests or Moorage Holders Full Day	-	\$50.00	\$50.00
Storage	-	-	-
Emergency Storage Fee	Per day. For vehicles, boats or trailers prior to being considered unclaimed property in possession (ORS 98.245). 1st day free. Each additional day	\$39.84	\$50.00
Forklift	Forklift and Labor have a 1/2 hour minimum, are billed in 1/2 increments the first hour, thereafter are billed in 15 minute increments For after hours work, travel time and/or overtime charges may apply.	-	-
Small Forklift Straight Time with Labor	-	\$74.75	\$74.75
Small Forklift OT Rate with Labor	-	\$116.23	\$116.23
Port Labor	-	-	-
Regular Hours	-	\$74.75	\$77.00
Overtime	Any services required outside the established working hours, unless otherwise posted.	\$116.23	\$120.00
Emergency Call-out	Any services requiring a port employee not currently on duty to report to duty after hours, travel time to and from Port will be charged	\$141.45	\$146.00
Clean-up	Fees will be charged for each man-hour at the established labor rate. Equipment charges are extra.	-	-

Clean-up Fee, per hour, plus garbage fee	-	\$75.12	\$78.00
Spill cleanup, per hour.	Regardless of type, HAZWOPER trained staff.	\$136.13	\$141.00
Disposal Fees	-	-	-
Recycle Fees	Includes bilge water, anti freeze, fuels, and oil	\$3.39	\$3.50
Garbage, per Tote, regardless of how full	-	\$100.00	\$107.00
Parking	-	-	-
Daily, Vehicle	-	\$7.00	\$8.00
Annual Pass, Vehicle	-	\$75.00	\$100.00

**Section 4  
International Terminal Rates and Fees  
Non- Cargo/Freight  
Effective July 1, 2025 to June 30, 2026**

<b>Rates</b>	<b>Details</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
Commercial Fishing Dockage Charges, (§III.13), Rate per day, by length	-	\$1.81	\$1.86
Forklift	Forklift and Labor have a 1 hour minimum, thereafter are billed in 1/2 hour increments. For after hours work, travel time and/or overtime charges may apply.	-	-
Small Forklift Straight Time with Labor	-	\$95.41	\$98.30
Small Forklift OT Rate with Labor	-	\$234.99	\$242.50
Large 25K, Straight Time	-	\$118.77	\$122.40
Large 25K, Overtime	-	\$235.00	\$242.05
Hydraulic Mobile Crane	-	-	-
-	Equipment and labor. 50-ton capacity, per hour, 1 hour minimum (Straight time)	\$290.77	\$300.00

-	Equipment and labor. 50-ton capacity, per hour, 1 hour minimum (Overtime)	-	\$475.00
Commercial Fishing Wharfage Fees	-	-	-
Squid and Live Crab	-	\$0.04	\$0.04
Crab for Cooked market*	-	\$0.04	\$0.04
Other Seafood	*Dependent on Market Conditions, Executive Director or Designee may reset	\$0.04	\$0.04
Electricity	Per day charge.	-	-
NIT Dock (regardless of voltage)	-	\$23.34	\$24.50
120v, not on Port Docks	-	\$10.09	\$10.50
Storage	-	-	-
Lot Storage	-	-	-
-	Per Square foot, monthly Charge	\$0.41	\$0.42
-	Minimum monthly Charges	\$39.43	\$40.61
-	Emergency Storage Fee. Per day, billed as guest.	\$41.60	\$50.00
-	1st day free, for vehicles, boats or trailers prior to being considered unclaimed property in possession (ORS 98.245).	-	-
-	Charge for improper use of parking lot, per day	\$31.24	\$50.00
International Terminal Meeting Room	Keys must be obtained and returned. Certain waivers by required by management.	-	-
Half day	-	-	-
Full day	-	\$54.18	\$55.85
Other Fees	-	\$108.30	\$111.55
Per Gallon Fuel Surcharge	-	\$0.05	\$0.05
Per Day Port Security Fee (\$1.13)	-	\$1,221.66	\$1,290.00
Materials & Supplies (\$1.31) (cost plus)	-	\$0.33	\$0.35
Net & Gear Maintenance	Boat crew is responsible for clean-up. If Port Employees are required to	\$31.80	\$32.75

	clean up area, the boat account will be billed at the established hourly labor rate + garbage disposal rate (7-Day Max)		
Parking	-	-	-
Monthly	-	\$25.00	\$25.75
Annual	-	\$100.00	\$103.00
Disposal Fees	-	-	-
Recycle Fees	Includes bilge water, anti freeze, fuels, and oil	\$3.39	\$3.50
Net Disposal and/or Related Gear, per pound	-	\$0.30	\$0.31
Garbage, per Tote, Minimum charge 1 Tote	-	\$103.70	\$107.00
Port Labor	Includes all staff and fully burdened. Per hour, one hour minimum, in 15 minute increments.	-	-
Regular Hours	-	\$74.75	\$77.00
Overtime	Any services required outside the established working hours, unless otherwise posted.	\$116.23	\$120.00
Emergency Call-out	Any services requiring a port employee not currently on duty to report to duty after hours, travel time to and from Port will be charged	\$141.45	\$146.00
Truck Toll, per axle	Vehicles with a Commercial Motor Vehicle Classification of Class 6 Or higher (GVWR of 19,501 lbs or above).	\$8.95	\$9.25
Office Space (Per Month)	-	\$1,244.40	\$1,281.75
Supply Shacks	-	-	TBD
Tug Moorage	-	-	TBD
Water, city rate + % Fee (2023-24 fees 5.81 per 1000 gals)	-	7.50%	7.50%
Hoist Docks	Tie up fee, per hour, includes use of hoist	-	-
One hour minimum, up to 3hr	-	\$54.73	\$56.40
More than 3.01 hours	-	\$65.43	\$67.40

Hoist Dock Cranes	In addition to hoist dock rate.	-	-
Large Capacity. Includes equipment and labor. Per Hour	-	\$133.46	\$140.00
Pump/Line Service. Per hour	Includes two Port employees. Additional staff will be billed at the established hourly labor rate, minimum of 15 minute staff time (rate begins at time staff leaves the Operations building, two employees typically retie or pump a boat	\$170.06	\$180.00
Work Barge	Includes equipment and labor.	-	-
Work Barge	-	\$95.41	\$114.00
Skiff, per hour	-	\$118.77	\$97.00
Failure to Register	-	\$155.55	\$160.25

**Section 5  
International Terminal Rates and Fees  
Freight/Cargo Rates  
Effective July 1, 2025 to June 30, 2026**

<b>Rates</b>	<b>Details</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
Dockage Charges, (§III.13), Rate per day, by length	-	-	-
-	000.00 – 351.05 ft	\$2,202.59	\$2,268.67
-	351.05 – 371.02 ft	\$2,426.01	\$2,498.79
-	371.02 – 400.26 ft	\$2,681.84	\$2,762.30
-	400.26 – 426.51 ft	\$2,982.41	\$3,071.88
-	426.51 – 449.48 ft	\$3,212.52	\$3,308.90
-	449.48 – 475.72 f	\$3,525.23	\$3,630.99
-	475.72 – 498.69 ft	\$4,007.18	\$4,127.40
-	498.69 – 524.93 ft	\$4,774.71	\$4,917.95
-	524.93 – 551.18 ft	\$4,926.32	\$5,074.11
-	551.18 – 574.15 ft	\$5,174.11	\$5,329.33
-	574.15 – 600.39 ft	\$5,920.03	\$6,097.63
-	600.39 – 626.64 ft	\$6,893.35	\$7,100.15
-	626.64 – 649.99 ft	\$7,834.17	\$8,069.20
-	Above 650 ft., added on top of above rate, per ft	\$12.13	\$12.49
Service and Facility Charges, (§III.2), Per 1000	-	-	-

board feet, unless noted			
-	Logs. Scribner scale, ex dock	\$10.53	\$10.85
-	Cants.	\$8.16	\$8.40
-	Lumber. Packaged rough.	\$7.07	\$7.28
-	Lumber. Packaged surfaced	\$6.28	\$6.47
-	Plywood, Veneer, corestock & hardboard, /1000 kilos	\$7.98	\$8.22
-	Pulp, Linerboard, bales or rolls, 2000 kilos	\$4.78	\$4.92
-	Break bulk power and energy components (per metric ton)	\$12.44	\$12.81
-	Other commodities, per metric ton or 1000 bf	\$9.26	\$9.54
-	Other commodities, per cubic meter	\$7.75	\$7.98
-	Logs. Scribner scale, ex dock	\$10.53	\$10.85
-	Cants.	\$8.16	\$8.40
-	Lumber. Packaged rough.	\$7.07	\$7.28
-	Lumber. Packaged surfaced	\$6.28	\$6.47
-	Plywood, Veneer, corestock & hardboard, /1000 kilos	\$7.98	\$8.22
-	Pulp, Linerboard, bales or rolls, 2000 kilos	\$4.78	\$4.92
-	Break bulk power and energy components (per metric ton)	\$12.44	\$12.81
-	Other commodities, per metric ton or 1000 bf	\$9.26	\$9.54
-	Other commodities, per cubic meter	\$7.75	\$7.98
Wharfage Assessment, (§III.6), minimum charge for any single bill of lading	-	\$13.54	\$13.95
Wharf Charges, (§III.7), Per 1000 board feet, unless noted otherwise	In addition to Service and Facility Charges.	-	-
-	Logs. Scribner scale, ex dock	\$12.89	\$13.28
-	Cants	\$8.16	\$8.40
-	Lumber. Packaged rough	\$6.17	\$6.36
-	Lumber. Packaged surfaced	\$5.51	\$5.68
-	Plywood, Veneer, corestock and hardboard, per 1000 kilos	\$5.38	\$5.54
-	Pulp, Linerboard, bales or rolls	\$3.68	\$3.79
-	Wind and wave energy components (per metric ton)	\$14.52	\$14.96

-	Other commodities, per 1000 kilos	\$7.56	\$7.79
-	Other commodities, per cubic meter	\$6.23	\$6.42
Cargo Staging Area, (§IV.2), base rent for surge area	-	-	-
-	per week, seven days	\$2,707.56	\$2,788.79
-	per day, less than seven days	\$406.19	\$418.38
Line Service, (§V.3)	Rates are Per Hour Rates, 2 hour minimum is required. Handling in excess of 2 hours is billed in 30-minute increments as shown in EXT Time. All prices increase July 1. Applies to all non-fishing vessels over 100 feet in length.	-	-
-	Straight Time	-	-
-	2 men	Cost + 5%	Cost + 5%
-	4 men	Cost + 5%	Cost + 5%
-	6 men	Cost + 5%	Cost + 5%
-	8 men	Cost + 5%	Cost + 5%
-	Overtime	-	-
-	2 men	Cost + 5%	Cost + 5%
-	4 men	Cost + 5%	Cost + 5%
-	6 men	Cost + 5%	Cost + 5%
-	8 men	Cost + 5%	Cost + 5%
-	EXT Time(30 min increments)	-	-
-	2 men	Cost + 5%	Cost + 5%
-	4 men	Cost + 5%	Cost + 5%
-	6 men	Cost + 5%	Cost + 5%
-	8 men	Cost + 5%	Cost + 5%
-	Cost is the billing rate from Pasha Stevedoring. Once known, the actual cost multiplied by 1.05 will be placed in price list.	-	-
Parking	-	-	-
Monthly	-	\$25.00	\$25.00
Annual	-	\$100.00	\$100.00
Disposal Fees	-	-	-
Recycle Fees	Includes bilge water, anti freeze, fuels, and oil	\$3.39	\$3.49
Garbage, per Tote, regardless of Amount	-	\$103.70	\$106.81
Port Labor	Includes all staff and fully burdened. Per hour, one hour minimum, in 15 minute increments.	-	-
Regular Hours	-	\$74.75	\$76.99

Overtime	-	\$120.49	\$124.10
Emergency Call-out	-	\$141.45	\$145.69
Truck Toll, per axle	Vehicles with a Commercial Motor Vehicle Classification of Class 6 Or higher (GVWR of 19,501 lbs or above).	\$8.95	\$9.22
Other Charges	-	-	-
Lease of Cargo Storage Area (per week)	-	\$2,707.53	\$2,788.76
Office Space (per month)	-	\$1,244.40	\$1,281.73
Supply Shacks	-	TBD	TBD
Tug Moorage	-	TBD	TBD
Water, city rate + % Fee (2023-24 fees: 5.81 per 1000 gals)	-	\$0.08	\$0.08
Forklift	Forklift and Labor have a 1 hour minimum, thereafter are billed in 1/2 hour increments. For after hours work, travel time and/or overtime charges may apply.	-	-
Small Forklift Straight Time with Labor	-	\$95.41	\$98.30
Small Forklift OT Rate with Labor	-	\$129.18	\$242.50
Large 25K, Straight Time	-	\$118.77	\$122.40
Large 25K, Overtime	-	\$235.00	\$242.05
Hydraulic Mobile Crane	-	-	-
-	Equipment and labor. 50-ton capacity, per hour, 1 hour minimum (Straight time)	-	\$300.00
-	Equipment and labor. 50-ton capacity, per hour, 1 hour minimum (Overtime)	-	\$475.00
Hoist Docks	-	-	-
Tie up fee, per hour, includes use of hoist	-	-	-
-	one hour minimum, up to 3hr	\$54.73	\$56.37
-	3.01 hours or more	\$65.43	\$67.39

Hoist Dock Cranes	In addition to hoist dock rate.	-	-
Large Capacity. Includes equipment and labor. Per Hour		\$133.46	\$137.46
Pump/Line Service. Per hour	Includes two Port employees. Additional staff will be billed at the established hourly labor rate, minimum of 15 minute staff time (rate begins at time staff leaves the operations building, two employees typically retie or pump a boat	\$170.06	\$175.16
Work Barge	Includes equipment and labor.	-	-
Work Barge (w/o labor).	-	\$109.95	\$113.25
Skiff, per hour w/ labor.	-	\$94.10	\$96.92
Failure to Register	-	\$155.55	\$160.22
Per Day Port Security Fee (\$1.13)	-	\$1,221.66	\$1,258.31
Per Gallon Fuel Surcharge	-	\$0.05	\$0.05

**Section 6  
Civil Penalties  
Effective July 1, 2025 to June 30, 2026**

<b>Violation</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
Class A Violation	-	-
0-14 days, per day	\$471.60	\$472.00
15-29 days, per day	\$943.21	\$944.00
30+ days, per day	\$1,571.96	\$1,572.00
Class B Violation	-	-
0-14 days, per day	\$236.54	\$237.00
15-29 days, per day	\$471.60	\$472.00
30+ days, per day	\$785.98	\$786.00
Class C Violation	-	-
0-14 days, per day	\$47.95	\$48.00
15-29 days, per day	\$94.36	\$95.00
30+ days, per day	\$157.22	\$158.00
Class D Violation	-	-
0-14 days, per day	\$24.01	\$25.00
15-29 days, per day	\$47.95	\$48.00

30+ days, per day	\$79.38	\$80.00
Parking Violation. Per event, both vehicles and trailers	-	-
0-10 days, paid within	\$62.93	\$63.00
11-20 days, paid within	\$133.28	\$134.00
21+ days	\$196.14	\$197.00
Dumping Violation. Per Event	\$785.98	\$786.00

**Section 7  
Administrative Fees  
Effective July 1, 2025 to June 30, 2026**

<b>Description</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>
Public Records Request Fee Schedule	-	-
Copies of Public Records, per page	\$0.77	\$1.00
Copies of Nonstandard documents	\$30.24	\$32.00
Copies of Sound Recordings (Each)	\$17.27	\$18.00
Hourly Employee Benefited Rate	***	-
Notice Posting For non-payment of lease or moorage	\$110.00	\$114.00
Returned Check Fee, plus bank fees	\$50.00	\$50.00
Per Annum Interest applied to past due accounts	21%	21%
Collection Agency Mark-up	see ORS 697.105	-
Impound Seizure Fee	-	-
Boat	\$1,222.00	\$1,259.00
Vehicle	\$180.00	\$186.00
Vessel Disposal	cost plus 10%	cost plus 10%
Copies	\$0.40	\$1.00
Process Fees	-	-
Any additional fees incurred by the Port as part of an eviction or other process.	-	-
Notice	\$110.18	\$114.00
Lien Fee	\$100.00	\$103.00
FED Complaint	\$354.20	\$365.00
Court Hearing	\$285.00	\$294.00
Writ of Execution	\$227.00	\$234.00
Special Use Permit Fee	-	-
Application Fee	\$158.00	\$158.00
Usage Fee	-	-
Based on number of Participants, Attendees, Contestants and Volunteers at Event	-	-
1-200	\$626.01	\$645.00
201-500	\$1,017.94	\$1,049.00
501-1000	\$1,408.40	\$1,451.00
1001-5000	\$2,190.87	\$2,257.00
5001-10,000	\$2,973.32	\$3,063.00

10,001-20,000	\$3,755.72	\$3,869.00
More than 20,000	\$7,824.00	\$8,059.00
Vendors, per each	\$74.56	\$77.00
Executive Director or designee has authority to adjust Special Use Permit Fees.	-	-
Security	cost + 5%	cost + 5%
Background Check	\$59.66	\$62.00
Credit Check	\$58.00	\$60.00
*** Charged at fully costed labor of impacted employees, which includes wages, taxes, and benefits	-	-

**Section 8  
Insurance  
Effective July 1, 2025 to June 30, 2026**

<b>Description</b>	<b>Amount</b>
Limits are subject to review and risk assessment by management and/or the Port's insurance agent of record. Subject to periodic review by Insurance Agent, and subsequent changes by the Port's Management and/or the Board of Commissioners.	-
A certificate naming the Port of Newport as an additional insured is required.	-
Leases/Tenants General Liability, Each Occurrence	\$2MM
Damage to Rented Premises (each occurrence)	\$300K
Medical Expenses (any one person)	\$5K
Personal and Adverse Injury	\$2MM
General Aggregate	\$2MM
Products – Comp/Op Aggregate	\$2MM
Commercial Vessels, Liability Coverage Requirements.	-
Protection and Indemnity, must not exclude Wreck Removal	\$250K
Pollution Liability	\$300K
If Pollution and Indemnity Combined	\$600K
Recreational Vessels, Liability Coverage Requirements	-
Protection & Indemnity, must not exclude Wreck Removal	\$250K
Pollution Liability	\$300K
----- OR -----	-
Water Craft Liability, must include both wreck removal and pollution liability coverage. Umbrella clauses must identify boats exceeding 25 ft.	\$500K
Charter/Guide Vessels.	-
General Liability combined with Protection and Indemnity	\$1MM
Protection and Indemnity, must not exclude Wreck Removal	\$250K
Pollution Liability	\$300K
If Pollution and Indemnity Combined	\$600K
International Terminal Vessels (Tariff No. 1(\$17))	-
Maritime Employer's Liability (Jones Act)	\$1MM
Commercial and/or Comprehensive Marine General Liability	\$5MM

Vendors. (reserved)
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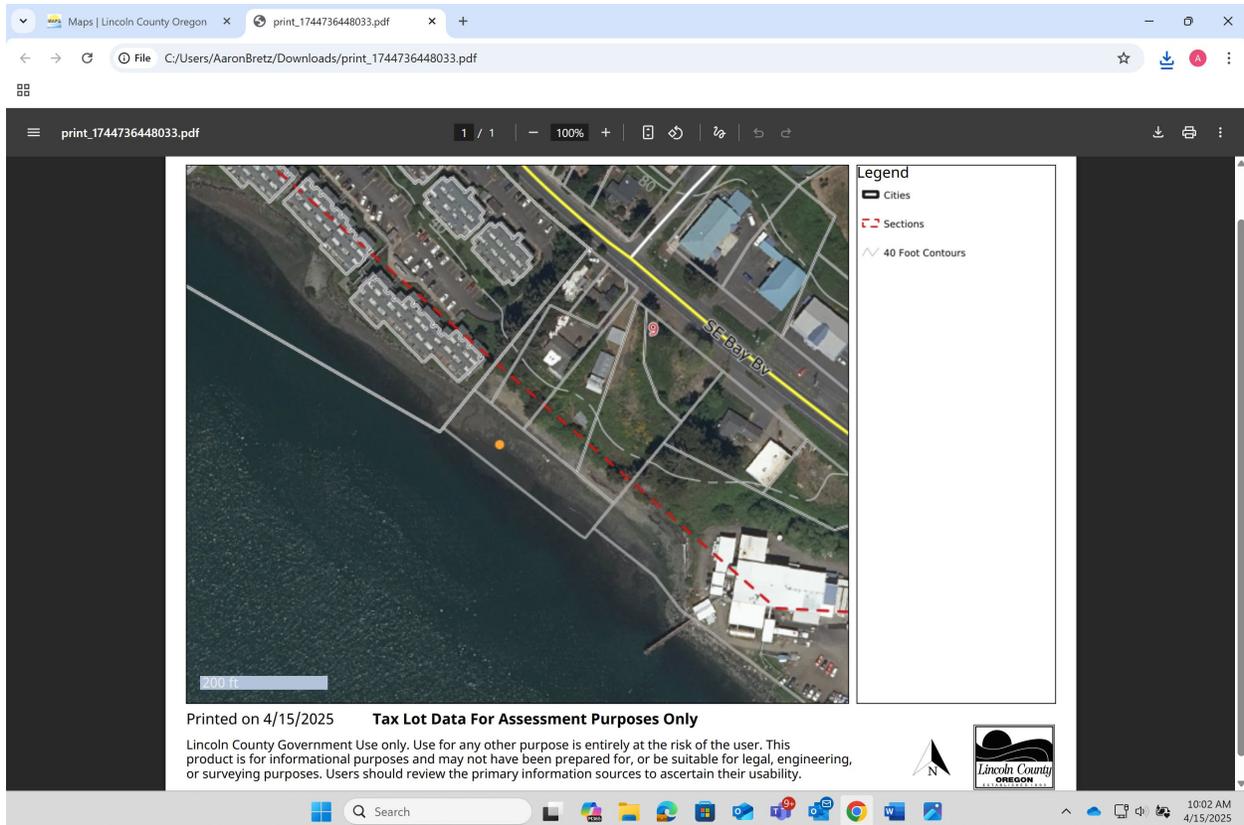


## STAFF REPORT

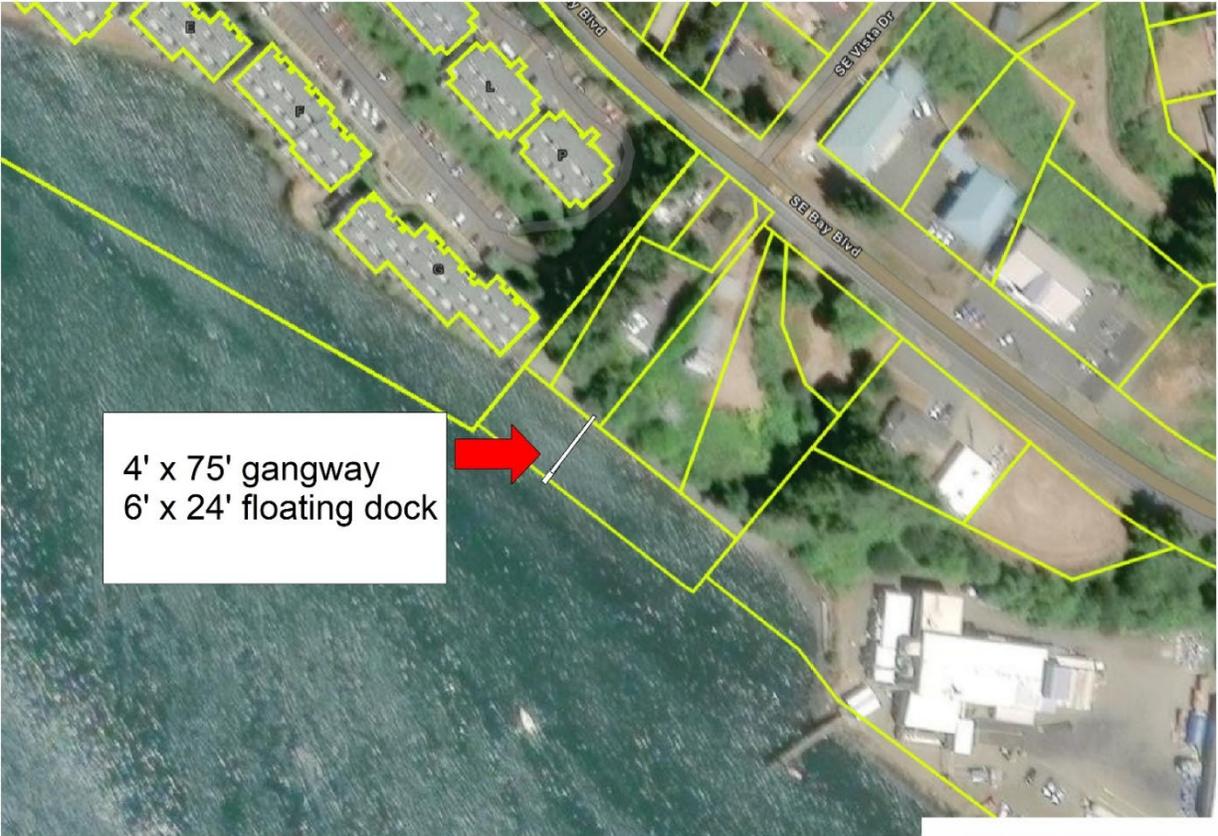
DATE: April 15, 2025  
RE: Easement Request from Neighbor on Bay Blvd  
TO: Paula Miranda, Executive Director  
ISSUED BY: Aaron Bretz, Deputy Executive Director

### BACKGROUND

The Port owns the lot shown below, indicated by an orange dot (tax lot 11-11-09-CA-03600-00). This lot is “submersible” land, and it is located between the Embarcadero (to the left of frame), and the far west end of the International Terminal lot (the meal plant can be seen to the right of frame). The property owner of one of the upland lots has approached the Port about the possibility of negotiating an easement so that they can construct a floating dock, which would access their property that’s located immediately upland of the orange dot in the below photo.



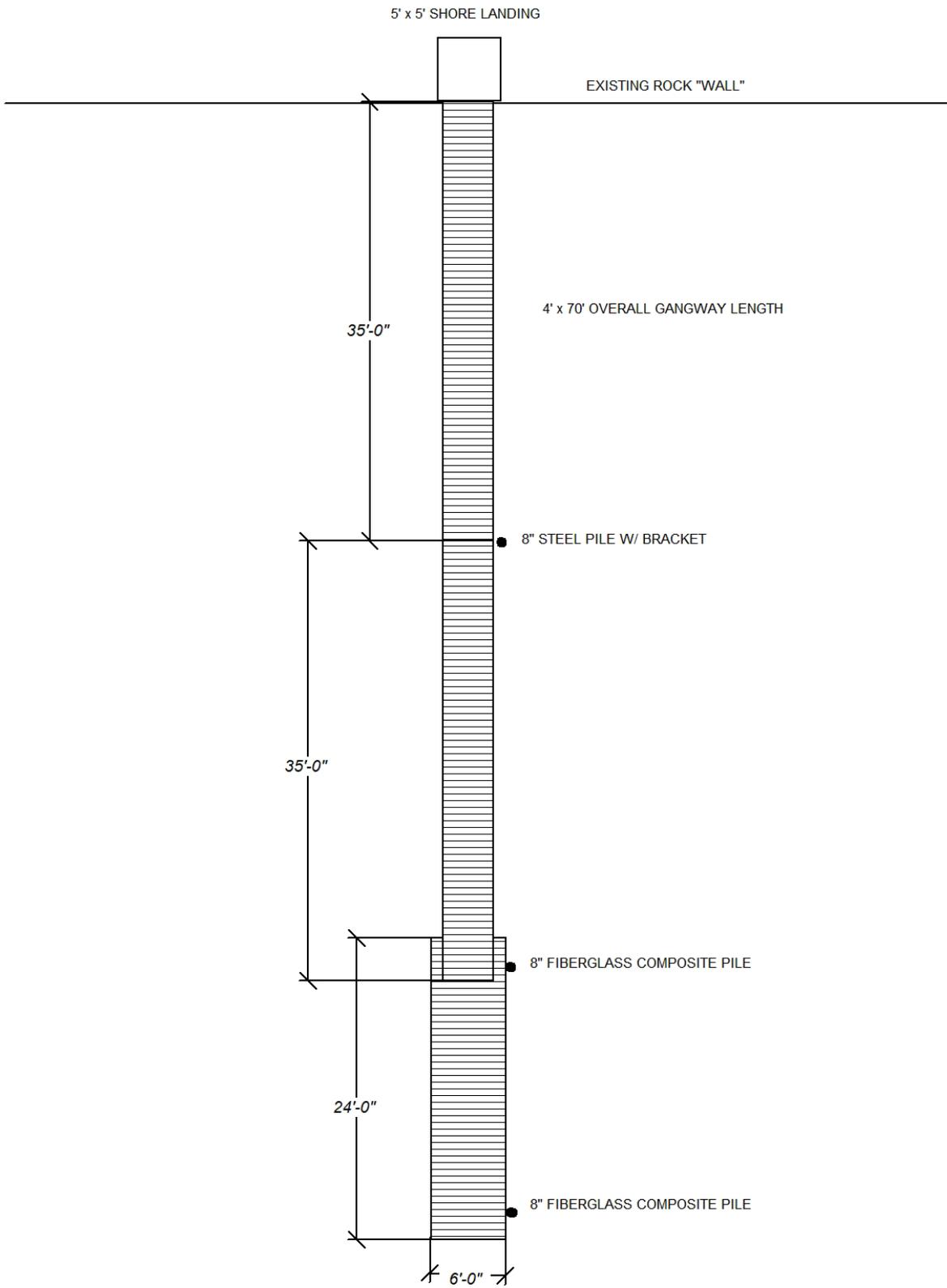
The approximate location of the requested easement can be seen in the below image:



SCALE: 1" = 55'



Below is a rough schematic of the floating dock they wish to construct:



The location of this dock would not interfere with any of the Port's properties, but it would naturally give the upland property owner rights to access the Port's currently unused submersible (intertidal) property. The upland property owner is responsible to attain all permits for constructing the proposed dock, which includes any mitigation necessary for environmental impacts. The upland property owner will be responsible for the construction of the dock, and any easement would place liability on them for the structure.

### **DETAIL**

I am seeking authorization to negotiate an easement with the upland property owner using fair market value for the size of the easement to be authorized by the Port. Included (but not limited) in the Terms will be indemnification of the Port, liability protection and insurance requirements, a termination clause in which the Port will purchase the structure if early termination is necessary by direction of the Port, a clause for abandonment of the property, and a physical description of the easement to be granted. All costs associated with the easement will at a minimum be passed through to the requestor, and staff time shall be compensated for work required to establish the easement.

### **BUDGET IMPACTS**

This will not impact the budget.

### **RECOMMENDATION**

Recommended Motion: I MOVE TO AUTHORIZE THE EXECUTIVE DIRECTOR OR HER REPRESENTATIVE TO NEGOTIATE AND ENACT AN EASEMENT WITH THE UPLAND PROPERTY OWNER ADJACENT TO THE ABOVE REFERENCED PORT OWNED TAX LOT FOR THE PURPOSE OF CONSTRUCTING A DOCK WITH WATER ACCESS TO THEIR PROPERTY.



## **EXECUTIVE DIRECTOR MONTHLY REPORT**

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DATE: 15 April 2025  
PERIOD: March 2025 - April 2025  
TO: Board of Commissioners  
ISSUED BY: Paula Miranda, Executive Director

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### **OVERVIEW**

We are done with crab and shrimp is catching up. We also had more squid this year than the past couple years. We are getting busier at the RV Park. We have also been busy with legislative bills this month.

Here are some of the highlights for the month:

#### **South Beach**

RV Park: Busy season has started at the RV Park

Dredging: The Bill has passed the Senate. Waiting for the House result.

Derelict Vessels: The DSL bill to obtain funds to get rid of derelict vessels is still moving up through State Legislature. It passed the Senate. Now it needs to pass the house.

Service Dock: We have applied for federal congressionally directed spending (earmark) through both Senate and House.

#### **North Commercial**

Port Dock 7 Plan/ Commercial Marina Channel Dredging Sediment Plan: Working with engineering firm to bring design to 30%. The USACE is presenting to the Commercial Fishermen Users Group on the update to the CAP Section 107.

Connect Oregon: ODOT – The federal match we requested has cleared the Oregon Freight Committee. We should be able to move forward should we receive either BUILD grants or PIDP grants.

PIDP and RAISE grants: We have applied for the USDOT RAISE now called BUILD. PIDP grant application is due April 30, but they are currently still tweaking the requirements language. I am waiting for the update to submit an application

Port Dock 5 Electrical Pedestals: Work will go out for bid soon and it is anticipated to be completed by Fall.

#### **Newport International Terminal**

RORO Dock Piling Assessment: RFP is out and a selection for the work will be done soon.

Piling 5 Rogue Seawall – Work has been submitted. We anticipate completion prior to the end of May.

## **NOAA**

We are waiting for the request for information, which we understand will be out by the end of the year.

## **Financials:**

Budget work is underway and meetings with the Budget Committee is scheduled for May 2025.

## **Miscellaneous.**

Goals and Objectives/Strategic Plan: We are currently working on updating our capital improvement, which is a part of the Goals and Objectives. Meanwhile, we will plan on updating the Strategic Plan in the Fall, pending the passing of a Business Oregon Bill that increases the Port and Market Funding program from \$50K to 75% of the total cost.

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

- 03/21 – Communications
- 03/24-25 – PTO
- 03/26 – Commission
- 03/26 – Chamber Lunch/Seafood and Wine Debrief
- 03/26 – Meeting with Head of COMES/Hatfield
- 03/27 – Meeting with Neil/PNWA
- 03/27 – YBEF
- 03/28 – OPPA Legislative Committee
- 03/31 – Finance Recurring Meeting
- 04/02-03 – SDAO Board Retreat
- 04/03 – EDALC Board Meeting
- 04/07 – Operations Recurring Meeting
- 04/07 – Finance Recurring Meeting
- 04/07 – Meeting with Rogue
- 04/08 – Dept. Heads Monthly Meeting
- 04/08 – Coastal City/County/Port Meeting
- 04/09 – Oregon Freight Advisory Committee
- 04/09 – Chamber Meeting
- 04/10 – Meeting with Rep. Gomberg Chief of Staff
- 04/10 – Port's Day at the Capitol
- 04/11 – Commission Executive Session
- 04/11 – Directors Review of Rates and Tariffs
- 04/12 – Hatfield Director's Meeting
- 04/14-17 – PNWA Field Trip

- 04/21 – Operations Recurring Meeting
- 04/21 – Finance Recurring Meeting

**Upcoming Schedule:**

- 04/18 – Commercial Fishermen Users Group
- 04/21 – Operations Recurring Meeting
- 04/22 – Commission Meeting
- 04/24 – YBEF Board Meeting
- 04/28 – Operations Recurring Meeting
- 05/02 – Communications
- 05/05 - Operations Recurring Meeting
- 05/12-13 – PNWA Field Trip
- 05/15 – PNWA Membership Monthly Meeting
- 05/21 – Lincoln County ERAP (DLCD)
- 05/23 – YBEF Board Meeting
- 05/26 – Memorial Day
- 05/27 – Commission Meeting



## FINANCE DEPARTMENT MONTHLY REPORT

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DATE: 22 April 2025  
PERIOD: July 1, 2024 to March 31, 2025  
TO: Paula Miranda, Executive Director  
ISSUED BY: Mark A. Brown, Director of Finance and Business Services

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Financial reports are included through March 31, 2025, for all funds.

### **Issues of Importance**

#### **Financial reports**

Port staff are now updating deposits, deferred revenue, and accounts receivable monthly. Staff are reconciling any interfund payable or receivable monthly. South Beach is now booking reservations, instead of invoicing the reservation, this is leading to a more accurate accounts receivable and an easier tracking of deposits.

#### **Pacsoft & new customer portal**

There have been reported issues with new the customer web portal. Many of these issues are user issues, we are investigating each issue to determine if we could be doing something differently and have reported these to the vendor. Based on the complaints, we have requested two changes to the Portal, one limiting the amount of time in advance a reservation can be made and adding the words RV next to vessel.

The new portal allows all customers to see and pay their invoice or statement, store credit cards on file, upload documents, make reservations in South Beach, and see future reservations.

#### **Pacsoft switch to new remote access.**

Port staff have begun evaluating the new virtual server for Pacsoft. The initial test results show the system responses to be slower than what the Port is current experiencing, the desire was to increase the speed, without an increase in speed Port staff will be unable to meet the needs of its customers. The vendor has since made modifications which increased the speed, making it equivalent to the current server, for a lesser cost. Overall, this is still too slow. The vendor will need to work towards a faster response time and fixing the vast number of errors we continually find, as well as solve the other items the Ports customers are asking for. Preparing for the worst but hoping for the best.

In this regard, Port staff developed requirements list for reservation software, this list includes all areas of the Port. Port staff also are meeting with a different vendor, Elite Dynamics. This system integrates directly into Business Central, eliminating nightly downloads, making it easier to trace transactions (from origin to closeout) and cross-train staff. They are a Microsoft Gold Partner, and will visit the Port on April 16-17<sup>th</sup>, with

the knowledge that if Pacsoft is our first option. If appropriate a cost-benefit analysis will be prepared and presented.

**RV Park and Marina Occupancy**

The RV Main Park occupancy is up slightly, but down for the annex versus previous years. Dry camp occupancy is at around 4.5%.

The Marina Occupancy is at 45.48%, up from last year for non-transient vessels, and at 26.59% for transient vessels, which is down from previous years.

**Overall RV Park revenue versus last year:** South Beach Marina Revenues are up about \$87,000; RV Park Revenues are down about \$48,000; overall revenue for South Beach has increased by \$97,788.

RV Main Park  
Occupancy Percent

Month	2022-23	2023-24	2024-25
July	96.28%	102.73%	98.56%
August	98.74%	101.16%	99.80%
September	95.94%	102.28%	98.30%
October	62.89%	52.07%	37.06%
November	31.87%	26.37%	23.66%
December	21.88%	24.50%	15.85%
January	25.14%	18.10%	16.16%
February	28.65%	26.16%	29.08%
March	36.23%	31.63%	32.29%
April	44.10%	34.57%	-
May	68.76%	59.19%	-
June	97.90%	89.71%	-

RV Park Annex  
Occupancy Percent

Month	2022-23	2023-24	2024-25
July	85.71%	92.99%	89.21%
August	85.11%	94.17%	91.90%
September	78.65%	76.09%	69.10%
October	36.54%	19.29%	19.04%
November	18.80%	17.01%	4.62%
December	15.94%	16.60%	0.00%
January	21.16%	15.30%	0.00%
February	20.67%	19.10%	12.23%
March	12.49%	12.90%	10.24%
April	16.20%	20.64%	0.00%
May	44.17%	42.06%	0.00%
June	67.44%	71.22%	0.00%

Dry Camp  
Occupancy Percent

Month	2022-23	2023-24	2024-25
July	53.04%	55.90%	45.30%
August	43.50%	57.37%	44.40%
September	39.29%	5.44%	36.00%
October	15.39%	3.00%	8.66%
November	9.33%	1.48%	8.33%
December	4.70%	1.01%	6.54%
January	2.58%	0.13%	1.61%
February	3.59%	6.50%	4.23%
March	2.58%	8.89%	4.56%
April	3.38%	5.33%	-
May	11.34%	1.86%	-
June	20.24%	18.86%	-

**Non-Transient Vessels  
Occupancy Percent**

Month	2022-23	2023-24	2024-25
July	95.84%	91.33%	89.87%
August	94.46%	90.60%	88.20%
September	93.30%	81.91%	88.98%
October	81.40%	81.16%	77.22%
November	52.83%	47.96%	46.08%
December	50.39%	46.34%	44.62%
January	50.40%	17.24%	45.97%
February	49.83%	44.42%	45.48%
March	49.84%	44.84%	44.31%
April	58.32%	55.66%	-
May	88.82%	85.21%	-
June	90.26%	88.32%	-

**Transient Vessels  
Occupancy Percent**

Month	2022-23	2023-24	2024-25
July	-	73.07%	65.61%
August	-	68.95%	52.80%
September	-	59.72%	70.05%
October	-	33.74%	38.98%
November	-	25.37%	34.72%
December	-	22.27%	27.55%
January	-	20.92%	27.11%
February	-	27.53%	26.59%
March	-	28.45%	27.69%
April	3.56%	28.47%	-
May	15.99%	44.49%	-
June	23.52%	45.00%	-

A complete review of the fiscal manual is occurring. After budget has been completed, a work session will be held, followed by presentation at a commission meeting.

The Fiscal manual is a complete rewrite, with minor portions the previous fiscal manual has been incorporated into the new manual. 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.

### **Financial System**

Staff are ahead of where we have been in the last couple of years. All accounts are reconciled through March 31, and all accounts are being reconciled monthly (as intended), deposits and deferred revenue are being posted monthly. Port staff are preparing documentation for the audit and developing appropriate reconciliation reports in advance of the audit.

### **Budget update:**

The budget is complete, and balance, but can easily be modified if there is a significant switch in priorities.

### **Balance Sheet**

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

Restricted Funds	Funds a Donor or Grantor gave the Port with restrictions.
Committed	Funds that the Port Commission have restricted, Port Staff cannot use these funds without authorization of the Port Commission.
Assigned	Funds that the Executive Director or Director of Finance are setting aside for a future project(s). The Port can use these funds without further authorization.

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

Profit and Loss - The financial reports through March 31, 2025, are attached for your review and are included in the commission packet.

### **Cash Position**

Cash position under each fund type, cash position includes all cash available including any reserves. A new General Ledger account has been created, assigned – Reserves, this is reserve amount not assigned for a specific use but set aside for use in an emergency.

### **General Operating Fund Statement of Activities**

As of March 31, 2025, income for General Operating Funds before depreciation, but after loans was \$1,272,856 which represents a positive cash flow. Income after depreciation and loans was (\$290,621). The chart below represents income prior to loans and depreciation.

<b>Summary of Activities (GAAP)</b>	<b>Net Income</b>
Non-Departmental	(241,340)
Administration	(1,260,307)
Commercial Marina	82,852
International Terminal	(556,472)
South Beach	842,218

### **Balance Sheet**

As of March 31, 2025, the cash balance for the General Operating Fund is \$472,479. The Port has \$712,755 in accounts receivable, \$478,266 in deposits, and has \$312,084 in prepaid expenses.

### **General Operating Fund Budget Vs Actual**

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

<b>All Departments</b>	<b>Amount</b>
Operating Revenue is unfavorable by	1,499,049
Operating Expenses are favorable by	3,245,069
Operating Income is favorable by	1,746,919
Non-operating Revenue is favorable by	847,399
Non-Operating Expenses are favorable by	1,208,418
Non-operating Income is favorable by	2,055,817
Net income (before loans) is favorable by	3,802,737
Net Income after loans is favorable by	4,942,737
Depreciation expense is	1,563,477

### Variance Explanation

Loan revenue (non-Operating revenue) was expected prior to 06/30/2024 but rolled into the current fiscal year. Loan revenue was invoiced in June but only received the funds in August. Property Tax Revenue has been received; more continues to trickle in. A transfer of \$500,000 from the Reserve fund to General Operating fund occurred.

### **Non-Departmental (dept 000)**

This department is for all Debt Service that is not a Government Obligation bond and Fund transfers that occur within the GOF and is required by the Department of Revenue.

<b>Non-Departmental</b>	<b>Amount</b>
Non-operating income is favorable	37,285
Non-operating expense is favorable by	462,715

<b>Administration</b>	<b>Amount</b>
Operating revenue is unfavorable by	69,841
Operating expenses are favorable by	469,725
Operating income is favorable by	539,567
Non-operating revenue is favorable by	24,375
Non-operating expenses are unfavorable by	65,828
Non-operating income is unfavorable by	90,203
Net Income after loans is favorable by	90,203
Depreciation expense is	67,516

<b>Commercial Marina</b>	<b>Amount</b>
Operating Revenue is unfavorable by	344,864
Operating Expenses are favorable by	563,632
Operating Income is favorable by	218,768
Non-operating Revenue is favorable by	203,024
Non-Operating Expenses are unfavorable by	157,511
Non-operating Income is favorable by	45,512
Net income (before loans) is favorable by	264,280
Net Income after loans is favorable by	264,280
Depreciation expense is	120,171

<b>International Terminal</b>	<b>Amount</b>
Operating revenue is unfavorable by	14,278
Operating expenses are favorable by	220,084
Operating income is favorable by	205,806
Non-operating revenue is favorable by	120,000
Non-operating expenses are favorable by	961,815
Non-operating income is favorable by	1,081,815
Net income (before loans) is favorable by	1,287,621
Net Income after loans is favorable by	1,287,621
Depreciation expense is	961,815

<b>South Beach</b>	<b>Amount</b>
Operating revenue is unfavorable by	1,209,748
Operating expenses are favorable by	1,904,630
Net operating income is favorable by	784,882
Non-operating revenue is neutral	0
Non-operating expenses are favorable by	193,302
Non-operating income is favorable by	193,302
Net income (before loans) is favorable by	978,183
Net income after loans is favorable by	2,118,183
Depreciation expense is	413,975

Variance Explanations

Overall Revenue is neutral versus last year, which is not what was expected; however, we are just starting the busy season in South Beach. Additionally, the Commercial Marina and International Terminal have been starting to offload squid, which will help revenues. Oregon Brewing Company (Rogue Brewery) has requested relief due to a weak market for craft beer.

**NOAA Lease Revenue Fund  
Balance Sheet**

As of March 31, 2025, the NOAA Lease revenue Fund had a cash balance of \$2,738,970 of this \$1,761,721 is reserved for the annual maximum debt service payment on bonds, as required in the bond contract. With the shakeup in government, there have been no disruptions in payments for the facility. The Port can use the reserved portion of funds if the reserved funds are brought up to the correct balance. The available balance is \$977,249.

<b>NOAA Lease Revenue Fund</b>	<b>Amount</b>
Operating revenue is unfavorable by	52,811
Operating expenses are favorable by	44,329
Operating income is unfavorable by	8,482
Non-operating revenue is favorable by	6,613
Non-operating expenses are favorable by	161,241
Non-operating income is favorable by	167,853
Depreciation expense is	1,118,713

Variance Explanation (NOAA)

The operating revenue looks in line with expectations, the variance will disappear as we get the increases for Insurance in place. There is a new contracting officer at NOAA, this has resulted in delays in getting the increases due in place, which has resulted in unfavorable operating revenue.

**Reserve Fund**

Cash available: \$1,944,612

**Bonded Debt Fund:**

Cash available: \$321,558

**Facility Maintenance Fund:**

Cash available: \$499,055

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

Below is a list of all customers, including those on a payment plan and South Beach and Lease Customers, with a past due account of over 180 days.

First Name	Last Name	Bal 03/31	90 DAYS	120 DAYS	Notes
-	Oregon Brewing Company	275,335	41,518	109,479	Good Discussion with CFO, working through the issues
Bryan	Dorflinger	25,892	0.	19,461	Selling
Scot	Rhash	11,41	189	10,839	Seized Vessel
Shawn	Dewar	9,923	-31	9,619	May give boat to Port
Brad	Gnuschke	13,620	0.00	9,400	Sold portion of business, made promise to pay
Robert	Dejournette	10,583	0.00	7,910	Seized
Robert	Clark	8,920	469	7,120	May seize end of month
Scot	Rhash	13,914	857	6,954	Seized Vessel
Vanya	Taylor	6,125	349	5,099	Will seize if he comes in
Ivan	Polk	10,862	0.00	4,613	Seized
	Saltybros LLC Lease	3,354	69	3,163	-
Lloyd Dale	Doyle Jr	3,356	80	3,145	-
James	Wakefield	6,342	0.00	2,355	Seized Vessel
David	Jessee	1,773	0.00	1,773	Final Notice sent
David	Elton	1,656	0.00	1,656	Just paid a portion of past due
Quintin	Kauffman	1,394	0.00	1,394	-
Cameron	Shoemaker Excavations	1,351	0.00	1,351	Sold Portion of business, will pay
Randy	Brown	1,158	0.00	1,158	-
Brad	Gnuschke	5,810	498	973	See above
Gerald	Teach	839	0.00	839	-
James	Gainer	516	0.00	516	
Frank	Button	4,444	129	399	Having discussions
Tomas	Walsh	337	0.00	325	Sent Notice
Oregon State University	ExVenture - Pacwave	87	0.00	87	Will Pay
Michael W.	Smith	55	53	0.00	-
Archie	Campbell	755	755	0.00	Paying Down
Chris	Absher	7,498	1,678	0.00	Is working towards getting caught up.

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 MONTHLY REPORT

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DATE: 22 April 2025  
PERIOD: March 2025 - April 2025  
TO: Paula Miranda, Executive Director  
ISSUED BY: Aaron Bretz, Deputy Executive Director

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### OVERVIEW DIROPS

#### Summary:

Squid has wrapped up and seems to be moving on. There are still vessels making the transition to shrimp gear as the recreational season just starts moving. We've taken a few calls from South Beach users who are concerned about the City's change to the parking along Marine Science Drive in South Beach.

#### Detail:

- **Army Corps CAP Section 107 Project (Commercial Marina Channel Dredging) and Port Dock 7 Planning**  
The final draft of the Sediment Characterization report is currently with the Army Corps Portland Sediment Evaluation Team. It seems the group is leaning toward disposal of all the dredge material from the Port project and the Army Corps project in the open ocean. EPA will make the final determination on permitting that disposal. We are currently working through DOWL's proposal to complete the 30% engineering for the Port Project. Our current agreement gets us to 15%, which was the bare minimum for permitting, but that level of planning does not reach a level needed to make our project competitive for Federal funding.
- **RORO Dock Piling Assessment**  
Standing by for the permit variance currently.
- **Abandoned and Derelict Vessel Removal Funding Efforts**  
Oregon Public Broadcasting intends to come out and take some footage of some of our ADV's and interview us for a piece they're doing on ADV's as the legislation works its way through the legislature. I previously provided testimony to the House Committee on Agriculture, Land Use, Natural Resources, and Water in support of Senate Bill 795, which is a bill related to marine cleanup and ADV's.

- **Dredging**  
I am awaiting determination of funding sources to put the South Beach Dredging project out for bid. We provided testimony to the State Joint Committee on Transportation in support for Senate Bill 361, which is the bill proposing funding for dredging the South Beach Marina north of the boat ramp.
- **Seafood Processing Wastewater**  
Paula has been working on identifying funding sources.
- **Piling 5 Rogue Seawall**  
Have submitted draft contract for the work; we anticipate being complete prior to the end of May.
- **Port Dock 5 Electrical Pedestals**  
Preparing to put this work out for bid in anticipation to complete the work prior to the fall.
- **Marine Science Drive Parking Changes**  
Several weeks ago, the City took action to make changes to the length of time for parking along Marine Science Drive as the result of discussions we held over a year ago about street camping and abandoned RV's and vehicles. This was also in response to what has been one of our biggest complaints by South Beach users in the past couple years about people who were living in RV's but coming through Port Property and regularly breaking the facilities code as well as numerous City Ordinances and State Laws. The City marked the wide shoulder on the approach to the traffic circle for boat staging as it was originally designed. Over the years, people have used this area as extra parking, but it was widened to facilitate overflow for busy mornings as people stage their boats to enter the launch line. They also placed a three hour parking limit on Marine Science Drive, which is shorter than we had requested, but the City has expressed that the police understand the nature of recreational fishing, and we anticipate that there will be very few overstay citations written (if any). The reason for the change is that the City needs place conservative limits on parking to prevent and discourage street camping. We have heard some concerns from some of the same groups who complained about street campers that the time limits are too short, but the City is aware of these concerns and at this point I trust that they are handling this situation with full knowledge and situational awareness to the best of their ability. Parking time limits and signage

in the City's right of way is not the Port's responsibility and we have no jurisdiction over that area.

- **Northwest Oregon Works**

I attended a presentation by the new Maritime Program Coordinator for Northwest Oregon Works at the Maritime Museum. He is working to assemble a Maritime Sector partnership for the purpose of the Maritime Industry advising workforce development programs on how to best meet the needs of the local industry. I am working to provide him with contacts so that he can bring the group together in the fall to start work on how to better develop our local workforce to meet the needs of the industry (from Commercial Fishing to processing, research, and industrial support of all kinds).

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

**Billable Services Performed this Period (March-April)**

- **Forklift –99 hrs**
- **Moorage – 153 Days**
- **Hydraulic Crane 83.5 hrs**
- **Hoist Dock Tie Up –104 hrs**
- **Net Work – 49 days**
- **Labor – 180.5 hrs**
- **120V power – 0 hrs**
- **Other Overtime Billed 2.25 hrs**
- **208V power – 160 Days**

**Harbormaster- Kody Robinson**

Will be combined with next month; Harbormaster is away at the PCC Conference

**NOAA MOC-P – Jim Durkee Supervisor**

Vessels using the pier since my last report – NOAA Vessels Bell M. Shimada, Rainier.

Spring weather has Andrew doing more groundskeeping work.

Lots of training. HAZWOPR, safety, harassment, etc.

Fairly quiet month, some small items - main gate roller replacement, state elevator permit, warehouse intermittent switch replacements, and the regularly scheduled inspections and maintenance.