

PORT OF NEWPORT REGULAR MONTHLY COMMISSION MEETING AGENDA

Tuesday, June 23, 2020, 6:00 p.m.

This will be virtual through Zoom Meetings.

You can view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio:

<https://www.youtube.com/channel/UCCAo3VCV9Yt4coXK7pUXAIQ>

Live chat will not be monitored.

To submit public comment in advance of the meeting, you can submit it by completing the form on our website here, no later than 4:00 pm on Monday, June 22nd.

<https://www.portofnewport.com/public-comment-regular-commission-meeting-6-23-2020>

Your comment, up to 3 minutes, will be read into the meeting at the appropriate time.

If you wish to comment during the meeting, you can join here:

<https://us02web.zoom.us/j/85073314238?pwd=ZzhvL3Q3VnU5UHNJaEwzS051ZkVOQT09>

If you are unable to join via computer, or do not have speakers or a microphone on your computer, you can dial in for audio. Call (669) 900-6833 or (646) 558-8656 and enter Meeting ID 850 7331 4238 Password 236256. Note that everyone will be muted by default. You will be admitted to the waiting room until it is time for you to comment.

If you are following the meeting on YouTube, please mute the video when it's your turn to speak.

- I. Call to Order
- II. Commissioner Recognition - Sara Skamser
- III. Commissioner Kelley Retherford Oath of Office

I, Kelley Retherford, do solemnly swear that I will honestly and faithfully discharge the duties of the Office to which I have been appointed, and that I will support the Laws and Constitution of the State of Oregon, and of the United States of America to the best of my ability.

- IV. Changes to the Agenda
- V. Public Comment (3 minute limit per person)
- VI. Consent Calendar
 - A. Minutes
 1. Budget Hearing & Regular Commission Meeting May 26, 2020
 - B. Resolutions
 1. Resolution 2020-XX Authorizing Engagement of Auditor years 2 and 3
(Next Resolution number is 2020-08)
 - C. Financial Reports

- D. Contracts
 - 1. DSL Waterway Amended Lease 11873-ML, Commercial Marina (\$36,016.23)
 - 2. NOAA Landscape Maintenance – Spiro Landscapes
- VII. Old Business
 - A. Items Removed from Consent Calendar
 - B. Accounts Paid
 - C. Resolution 2020-XX Authorizing Check Signers (Brown)
 - D. Resolution 2020-XX Setting Rates, Fees & Charges (Brown) (ORS 294.160)
 - E. Contract – Summit Public Relations Strategies, LLC (Miranda) Angela Nebel, Principal
 - F. Resolution 2020-XX Adopting a Port of Newport Employee Handbook and Replacing the Personnel Manual (Miranda/Brown)
- VIII. New Business
 - A. Election of Commission Officers
Suggested motion: Move to hold the Election of Commission Officers at the June 23, 2020 Commission Meeting, to be effective July 1, 2020 for Fiscal Year 2020-2021.
 - B. Commission Liaisons
- IX. Staff Reports
 - A. General Manager
 - 1. Director of Finance & Business Services
 - a) May Occupancy Report
 - 2. Director of Operations
- X. Commissioner Reports/Comments
- XI. Calendar/Future Considerations

<u>Item</u>	<u>2020</u>
Independence Day (Observed), Port Office Closed.....	Jul 3
Regular Commission Meeting	Jul 28
- XII. Public Comment (3 minutes limit per person)

- XIII. EXECUTIVE SESSION pursuant to ORS 192.660(2)(f) to consider information or records that are exempt from disclosure by law, including written advice from the Port's attorney.

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience will be removed from the meeting. Live streaming of the Commission Meeting will end after this announcement. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision will be made in executive session.

Media representatives who wish to attend the executive session must contact Karen Hewitt at the Port office at least 24 hours prior to the meeting to verify they are a member of the media so they won't be automatically removed from the Zoom meeting.

At the end of the executive session, we will return to open session to adjourn the Regular Commission Meeting. No other action will be taken after the executive session.

- XIV. Adjournment

Regular Monthly Meetings are scheduled for the fourth Tuesday of every month at 6:00 pm.

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