



## **Budget 2014 - 2015**

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**PORT OF NEWPORT BUDGET COMMITTEE MEETING AGENDA**

Tuesday, May 13, 2014, 6:00 p.m.  
South Beach Marina & RV Park Meeting Room  
2120 SE Marine Science Dr., Newport, OR 97365

**FREEHOLDER MEMBERS**

Fred Postelwait (Pos. #1), Brian Barth (Pos. #2), Alan Brown (Pos. #3),  
Ron Benfield (Pos. #4), Mark Collson (Pos. #5)

**PORT COMMISSION MEMBERS**

JoAnn Barton (Pos. #3), President; David Jincks (Pos. #2), Vice President;  
Walter Chuck (Pos. #1), Secretary/Treasurer; Dean Fleck (Pos. #5); Ken Brown (Pos. #4)

- I. Call to Order/Introductions
- II. Election of Budget Committee Presiding Officer

*SAMPLE MOTION: I move to select [enter name] as budget committee president.*

- III. Receive Budget Message and Budget Document
- IV. Budget Officer Reviews Budget with Committee
- V. Open the Meeting to Public for Questions or Comments
- VI. Approval of Budget (or schedule additional meeting)

*SAMPLE MOTION: I move that the budget committee approve the proposed budget [as presented/amended] for the 2014-15 fiscal year.*

- VII. Approval of Tax Rate to Submit to Assessor

*SAMPLE MOTION: I move that the budget committee approve the tax rate of six-point-zero nine cents (.0609) per \$1000 of assessed value for operating purposes in the General Fund and in the amount of \$985,000 for payment of general obligation bond principal and interest in the International Terminal Debt Fund for the 2014-15 fiscal year.*

- VIII. Adjournment

*The South Beach Marina and RV Park Meeting Room is accessible to people with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours in advance of the meeting to Port of Newport Administration Office at 541-265-7758.*

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**BUDGET MESSAGE  
FISCAL YEAR 2014-15**

**Kevin Greenwood, General Manager  
May 15, 2014**

As budget officer, it is my responsibility to prepare the proposed budget, post the necessary notices, hold the committee meeting and budget hearing, and deliver the budget message. There are, however, several people who have helped me develop this budget including Pat Albaugh, Director of Finance; Rick Fuller, NOAA MOC-P Facilities Manager; Jim Durkee, Terminal Operations Supervisor; Chris Urbach, South Beach Marina Harbormaster; and Kevin Bryant, Commercial Marina Harbormaster. We met several times to review this document and without their help and understanding, I would not be able to present this budget.

The budget is the port's financial plan. The proposed budget figures are based on the best estimate of what the Port will receive (resources) and what the port will spend (requirements) from July 1, 2014 to June 30, 2015. To prepare this estimate, we use past budget years' financial history to estimate future income and schedule our expenditures to balance with expected revenue.

The taxpayers of the district provide financial support to the Port District at a combined rate of 62.83-cents per \$1,000 of Assessed Value (AV). 6.09-cents is the district's permanent rate and 56.74-cents is the district's millage rate for the general obligation bonds (GO) for the terminal remediation and repair. In Lincoln County, the AV is approximately 85% of Real Market Value (RMV). A home in the port district with an appraised value (RMV) of \$200,000 is taxed approximately \$107 this year for port services ( $\$200,000 \times 85\% / \$1,000 \times \$0.6283 = \$106.81$ .)

Much of the basis for this budget comes from the Port's Strategic Business Plan and Capital Facilities Plan adopted in early 2013. In addition, the Port Commission conducted a public work session on April 8<sup>th</sup> to review personnel-related cost estimates and prioritize projects. Input from that meeting also aided staff in drafting this budget.

The proposed budget is a document comprised of five separate funds: the NOAA Lease Revenue Fund, Facilities Maintenance Reserve Fund, the Bonded Debt Fund, the Construction Fund, and the General Operating Fund.

#### NOAA FUND

The NOAA fund is a major component of the Port's budget, but is a relatively minor contributor to covering other much-needed improvements around the Port. This budget anticipates positive operating income of \$57,000, but when transfers to other funds and the contingency are added, the Port finds itself removing about \$193,000 from NOAA fund reserves.

A major expense in FY 2013-14 was dredging to maintain the contracted berth depths at the NOAA piers. This dredging took place in year three (of 20), when we had been hoping for a 10-15 year maintenance dredging schedule. This could be a concern that the Port will need to track.

One bright note is the ongoing negotiations by Pat Albaugh with the federal government to more fairly pay for NOAA's portion of insurance premiums and state land leases. That much-appreciated effort should increase the fund's net income by as much as \$80,000 annually. There is an agreement for first year reimbursement while negotiations for the second and third year are almost complete. As negotiations are not finalized the increase is not included in this year's budget.

Upon the return of log exports, the Port may want to consider reserving the transfers out of this fund to ensure that we are properly covered for the real possibility of more frequent maintenance dredging. This budget includes a \$125,000 transfer into the Maintenance Reserve Fund to cover stand-alone emergencies and projects and a \$25,000 transfer into the General Fund to cover operations.

#### MAINTENANCE RESERVE FUND

The Facilities Maintenance Reserve Fund was created by Res. No. 5-1998 in 1998 to purchase and repair Port infrastructure and property. Due to budgetary restraints, many of the prioritized projects discussed at the Commission's work session may have to be funded out of the reserve fund. The list of prioritized projects is included as an appendix to this document.

#### CONSTRUCTION FUND

The Construction Fund receives and expends monies related to the construction of the International Terminal. As this project is winding down, there are two significant remaining elements of the project.

As part of the berth deepening, the Port will be budgeting \$650,000 toward dredging and another \$250,000 toward mitigation of clam habitat. The mitigation site is behind the Oregon Coast Aquarium and will enlarge a culvert that will increase estuarine flow to the old decommissioned log ponds.

The Port anticipates closing this fund in FY 15-16 or repurposing it for other major capital projects made possible by log exports.

#### GENERAL OPERATING FUND

The General Operating Fund will be using approximately \$150,000 of its reserves to cover reduced services. We are anticipating beginning working capital of \$850,000 which will leave a fund balance of \$700,000. When we focus solely on our net operating income (income and expenses based upon our day-to-day activities), the negative net income is increased to \$263,000. This is not sustainable past more than a year or two and is primarily caused by \$355,000 in debt payments due for the

terminal remediation and construction without accompanying user fees. This budget does not include replacing some key management positions but does allow for a step increase for qualified IF the net operating income performs better than budgeted. Health insurance, retirement and other costs related to personnel continue to rise making it difficult to sustain. Likewise, liability/property insurance, costs related to utilities have also cut into our ability to put resources into maintaining our facilities.

It is, however, not all doom and gloom and the Port's prospects are actually quite bright. This budget does not include operating income and expenses related to the proposed log exports at the international terminal. Staff is anticipating bringing a supplemental budget forward to the budget committee before the end of the calendar year upon firmer assurances that the exporting will take place. The income generated from the log exporting operation will be significant and will more than cover the increased debt service and associated operating expense. The Port has recently adopted tariff rates for the public use of the terminal and the gross income per full load could be as much as \$100,000. If the Port averages a shipment per month, the total gross income would be \$1.2MM. Clearly the Port's financial condition will be greatly improved once the logging operation gets up and running. My hope is that loads could happen early in 2015 but under optimum conditions, sooner.

## CONCLUSION

The revenues and expenditures submitted to you are my recommendations based upon valuable input from our management team. As members of the budget committee, you may adjust these numbers. Once you decide on acceptable budget numbers and approve the budget, the Port Commission may not adjust these figures by more than 10% without returning for a supplemental budget.

As in the past, we will approach spending decisions with strict direction to the revenue side and will take into consideration only the absolute needs and resource limitations of the Port prior to executing a decision to spend. Commissioners and staff will continue to demand a focused operation on the expenditure side of the budget, not only due to our newest developments and challenges but also to allow us to meet the goals and visions of the commission and management as described above.

Finally, I would like to thank the Port Commission and Port staff for being supportive of my first year in the role as Budget Officer. Also, thanks for the hundreds of hours volunteered by the Commission this past year. Because of this combined effort, the Port will continue to be focused and successful.

Sincerely,

  
Kevin M. Greenwood  
General Manager/Budget Officer

Enclosures

**Port of Newport  
Bonded Debt Fund  
(General Obligation Bonds issued for Terminal Construction)  
Budget 2014-2015**

	<u>Actuals 2012-13</u>	<u>2013-14 Approved Budget</u>	<u>2014-15 Proposed Budget</u>
<b><u>Resources</u></b>			
<b>Beginning Working Capital</b>	\$ 125,930	\$ -	\$ -
<b>Interest Income</b>	\$ 97	\$ 300	\$ 150
<b>Previous Levied Taxes</b>	\$ 32,024	\$ 18,500	\$ 20,000
<b>Taxes</b>	\$ 760,306	\$ 944,273	\$ 897,423
<p>Tax levy will be similar to last fiscal year at \$985,000 The goal is to levy just enough taxes to pay debt without collecting more than necessary.</p>			
<b>Total Resources</b>	<b><u>\$ 918,357</u></b>	<b><u>\$ 963,073</u></b>	<b><u>\$ 917,573</u></b>

<b><u>Requirements</u></b>			
<b>2007 Bond Principal</b>	\$ 105,000	\$ 110,000	\$ 115,000
<b>2008 Bond Principal</b>	\$ 100,000	\$ 105,000	\$ 110,000
<b>2011 Bond Principal</b>	\$ 60,000	\$ 60,000	\$ 60,000
<b>2007 Bond Interest</b>	\$ 186,778	\$ 184,678	\$ 177,978
<b>2008 Bond Interest</b>	\$ 188,290	\$ 186,540	\$ 180,140
<b>2011 Bond Interest</b>	\$ 277,455	\$ 276,855	\$ 274,455
<b>Fund Transfer</b>		\$ 40,000	\$ -
<b>Ending Working Capital</b>	\$ 834		
<b>Total Requirements</b>	<b><u>\$ 918,357</u></b>	<b><u>\$ 963,073</u></b>	<b><u>\$ 917,573</u></b>

**Port of Newport  
Facilities Maintenance Reserve Fund  
Budget 2014-2015**

	<u>Actuals 2012-13</u>	<u>2013-14 Approved Budget</u>	<u>2014-15 Proposed Budget</u>
<b><u>Resources</u></b>			
<b>Beginning Working Capital</b>	\$ 22,291	\$ 75,000	\$ 280,000
<b>Interest Income</b>	\$ 58	\$ 25	\$ 125
<b>Loans</b>	\$ -	\$ -	\$ 93,750
<b>Grants</b>	\$ -	\$ -	\$ 510,000
<b>Fund Transfers In</b> \$125,000 from NOAA Fund	\$ 125,000	\$ 235,000	\$ 125,000
<b>Total Resources</b>	<u><u>\$ 147,349</u></u>	<u><u>\$ 310,025</u></u>	<u><u>\$ 1,008,875</u></u>

<b><u>Appropriations</u></b>			
<b>Repairs &amp; Maintenance</b> Any expenditures from this fund are approved in advance by the Port Commission.	\$ 51,060	\$ 240,025	\$ 220,000
<b>Rebuilt Buildings</b> Hoist Dock (\$637,500) US Customs (\$125,000)	\$ -	\$ -	\$ 762,500
<b>Reserved for Future Expenditure</b> (Includes \$10,000 reserved for dredging)	\$ 96,289	\$ 70,000	\$ 26,375
<b>Total Requirements</b>	<u><u>\$ 147,349</u></u>	<u><u>\$ 70,000</u></u>	<u><u>\$ 1,008,875</u></u>

**Port of Newport  
Construction Fund  
Budget 2014-2015**

	<u>Actuals 2012-13</u>	<u>2013-14 Approved Budget</u>	<u>2014-15 Proposed Budget</u>
<b><u>Resources</u></b>			
<b>Beginning Working Capital</b>	\$ 1,110,549	\$ 890,000	\$ 750,000
Assuming new loan proceeds have not been spent prior to new fiscal year.			
<b>Interest Income</b>	\$ 2,446	\$ 700	\$ 500
Bank balance winding down so reduced interest earnings.			
<b>Intergovernmental &amp; Grants</b>	\$ 1,117,112		\$ 638,993
<b>Loan Proceeds</b>	\$ 4,290,000		
No additional loans expected			
<b>Fund Transfers In</b>			
<b>Total Resources</b>	<u>\$ 6,520,107</u>	<u>\$ 890,700</u>	<u>\$ 1,389,493</u>

**Appropriations**

**Legal, Audit & Non-Permit Agency Fees**

<b>Capital Outlays</b>	\$ 5,307,937	\$ 890,700	\$ 1,389,493
<b>Ending Working Capital</b>	\$ 1,212,170		
<b>Total Requirements</b>	<u>\$ 6,520,107</u>	<u>\$ 890,700</u>	<u>\$ 1,389,493</u>





**Port of Newport  
NOAA Fund  
Budget 2014-2015  
Resources**

	<b>Actuals</b>	<b>Approved</b>	<b>Proposed</b>
	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>
		<b>Budget</b>	<b>Budget</b>
<b>Working Capital</b>			
Beginning bank balances as of July 1	\$ 3,448,986	\$ 3,000,000	\$ 3,200,000
<b>Lease Revenue</b>			
Land and building leases	\$ 2,536,824	\$ 2,535,000	\$ 2,538,000
<b>Grants &amp; Other</b>			
Economic Impact Study Grant (OBD - Port Planning & Marketing)		\$ 30,000	
Dept. of Energy Tax Credit (if not received in current fiscal year)	\$ 68,870	\$ 70,000	
<b>Insurance Reimbursement</b>			
There may be an insurance expense reimbursement from NOAA because the insurance costs have been much higher than originally agreed upon (flood zone changes). Not including in budget until we can confirm with NOAA.			
<b>Interest</b>			
Bank interest earned on Port funds	\$ 12,439	\$ 10,000	\$ 10,000
Checking earning .1% & Savings .15% to .30% (as of 4/15/14)			
<b>Total Resources</b>	<b>\$ 6,067,119</b>	<b>\$ 5,645,000</b>	<b>\$ 5,748,000</b>

**Port of Newport  
NOAA Fund  
Budget 2014-2015  
Appropriations**

	<u>Actuals 2012-13</u>	<u>2013-14 Approved Budget</u>	<u>2014-15 Proposed Budget</u>
<b>Personnel Services</b>			
Wages	\$ 74,330	\$ 73,000	\$ 76,875
Federal Payroll Taxes (7.65%)	\$ 5,686	\$ 7,700	\$ 5,881
Oregon Unemployment (2.7% until Jan. 2015)	\$ 1,291	\$ 980	\$ 2,076
PERS (4.01%)	\$ 2,853	\$ 6,000	\$ 3,083
Worker's Comp ((8.88% x 1.38)*1.072)	\$ 7,759	\$ 8,800	\$ 10,099
Health Insurance	\$ 7,516	\$ 8,500	\$ 7,762
Health Reimbursement Arrangement			\$ 1,000
Employee Incentives & Other			\$ 200
<b>Total Personnel Service Expenses</b>	<u>\$ 99,436</u>	<u>\$ 104,980</u>	<u>\$ 106,975</u>

**Materials & Services Expenses**

<b>Insurance</b>	\$ 124,998	\$ 139,725	\$ 130,038
Flood - Admin Bldg & Warehouse	\$ 908		
Environment Liability - DSL Land	\$ 1,786		
Flood & Earthquake (Diff. in Condition)	\$ 77,252		
Property	\$ 41,500		
General Liability	\$ 2,400		
	<u>\$123,846</u>		

Budgeting 5% increase per insurance broker recommendation.

<b>Professional Services</b>	\$ 17,774	\$ 12,000	\$ 6,250
Legal costs and 25% of annual Audit			

**Admininstration & Marketing Expenses**

Office Supplies & Materials	\$ 389	\$ 1,000	\$ 1,000
IT Hardware & Software	\$ 2,613	\$ 3,000	\$ 3,000
Dues & Subscriptions	\$ -	\$ 200	\$ 200
Meeting Supplies	\$ 599	\$ 900	\$ 900
Education & Travel	\$ 450	\$ 500	\$ 500
Postage & Shipping	\$ 65	\$ 200	\$ 200
Bank & Payroll Fees	\$ 740	\$ 1,200	\$ 1,200
Standard & Poors Bond Rating Fee	\$ 10,000	\$ 10,000	\$ 10,000

**Port of Newport  
NOAA Fund  
Budget 2014-2015  
Appropriations**

	<u>Actuals 2012-13</u>	<u>2013-14 Approved Budget</u>	<u>2014-15 Proposed Budget</u>
<b>Grants &amp; Other</b>		\$ 37,500	
Economic Impact Study Grant			
OR Business Development - Port Planning & Marketing			
<b>Licenses &amp; Permits</b>	\$ 2,201	\$ 2,500	\$ 2,200
Dredging and other permit costs			
<b>Contracted Services</b>	\$ 115,476	\$ 83,100	\$ 145,919
Admin	\$ 240		
Janitorial & Grounds	\$ 16,800		
HVAC	\$ 15,144		
Electrical	\$ 8,260		
Plumbing	\$ 1,100		
Buildings & Structures *	\$ 48,000		
Elevator	\$ 4,450		
Wharf & In-water	\$ 14,600		
Fire Protection	<u>\$ 7,325</u>		
	\$ 115,919		
<u>Construction Closeout Services</u>			
Gaper Clam Study	\$ 7,500		
Eelgrass Contractors	\$ 2,500		
Recreational Loss Mitigation	\$ 10,000		
Dredge Site Maint. & Prep Work	<u>\$ 10,000</u>		
	\$ 30,000		
*Painting public areas per lease.			
<b>Dredging</b>		\$ 250,000	
Dredging both sides of the pier (only if absolutely necessary). Estimate from cutterhead dredge contractor.			
<b>Utilities</b>			
Electric	\$ 773	\$ 900	\$ 900
Refuse & Recycling	\$ 3,976	\$ 4,800	\$ 4,500
Telecommunications	\$ 4,088	\$ 4,320	\$ 3,800
Water & Sewer		\$ 735	\$ 820

**Port of Newport  
NOAA Fund  
Budget 2014-2015  
Appropriations**

	<u>Actuals 2012-13</u>	<u>2013-14 Approved Budget</u>	<u>2014-15 Proposed Budget</u>
<b>Materials and Supplies</b>	\$ 6,873	\$ 20,800	\$ 19,940
Admin	\$ 2,000		
Janitorial & Grounds	\$ 5,500		
HVAC	\$ 1,500		
Electrical	\$ 2,440		
Plumbing	\$ 500		
Wharf & In-water	\$ 7,500		
Fire Protection	<u>\$ 500</u>		
	<u>\$ 19,940</u>		
<b>Fuel (Gas, Diesel, Oil, Lubes)</b>	\$ 732	\$ 1,350	\$ 1,100
<b>Small Tools &amp; Equipment</b>	\$ 2,119	\$ 2,500	\$ 2,500
<b>Equipment Rental</b>	\$ 396	\$ 1,250	\$ 1,200
<b>Office Rent &amp; DSL Leases</b>	\$ 11,256	\$ 12,000	\$ 12,500
<b>Repair &amp; Maintenance Reserves</b>	\$ 33,720	\$ 33,720	\$ 33,720
<b>Total Materials &amp; Services</b>	<u>\$ 339,238</u>	<u>\$ 624,200</u>	<u>\$ 382,387</u>
<b>Capital</b>	\$ 11,767		
No Capital needs expected this fiscal year.			
<b>Debt Service</b>	\$ 1,989,197	\$ 2,000,434	\$ 2,001,500
<b>Transfers to Other Funds</b>	\$ 150,000	\$ 220,000	\$ 150,000
\$125,000 to Maintenance Reserve Fund			
\$25,000 to General Fund			
<b>Contingency</b>		\$ 100,000	\$ 100,000
Contingency set aside in case of unexpected expenses			
Commission must approve transfer of Contingency to one			
of the appropriation sections (Personnel, Materials & Services, or Capital).			
<b>Total Appropriations</b>	<u>\$ 2,589,638</u>	<u>\$ 3,049,614</u>	<u>\$ 2,740,862</u>

**Port of Newport  
General Operating Fund  
Budget 2014-2015  
Budget Summary**

**Beginning Working Capital** \$ 850,000

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**Operating Activity**

**Operating Revenues** \$ 2,748,038

**Operating Expenses**

Personnel Services \$ 1,124,806

Materials and Services \$ 1,308,297

Debt Service \$ 578,205

**Total Operating Expenses** \$ 3,011,308

**Operating Revenue Over/(Under) Expenses** \$ (263,270)

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**Nonoperating Activity**

**Nonoperating Revenues** \$ 133,450

**Nonoperating Expenses**

Materials and Services \$ 20,000

Capital & Grants \$ -

**Total Nonoperating Expenses** \$ 20,000

**Nonoperating Revenue Over/(Under) Expenses** \$ 113,450

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**Unappropriated Ending Fund Balance** \$ 700,180

**Port of Newport  
General Operating Fund  
2014-2015 Budget  
Resources**

	Actuals 2012-13	Approved 2013-14 Budget	Proposed 2014-15 Budget
<b>Beginning Fund Balance</b>			
Beginning bank balances as of July 1	\$ 919,537	\$ 550,000	\$ 850,000
<b>Lease Revenue</b>	\$ 524,030	\$ 535,500	\$ 569,438
Land and building leases			
Captains Charters	\$ 3,988		
Carson Oil - Terminal Fueling	9,014		
Carver - Port Dock 5 Fuel Dock	8,400		
Carver South Beach Fuel Dock	7,630		
Englund Marine	70,811		
F/V Leslie Lee	6,021		
Foulweather Trawl	18,127		
J.Lamb Marine Electric	6,822		
Newport Belle B & B	8,934		
Newport Marina Store	34,067		
Newport Marine Co. (Embarcadero)	2,481		
Northern Refrigeration	3,887		
Oregon Brewing Company	263,254		
Pacific Draggers, Inc.	4,728		
Pacific Shrimp	3,400		
Seafarer Brokerage	3,606		
Seafood & Wine Festival	5,000		
Trident	65,983		
US Customs	2,700		
Yaquina Bay Fruit Processors	29,961		
Yaquina Bay Yacht Club	5,898		
Yaquina Trawlers, Inc.	4,728		
	\$ 569,438		
*CPI adjustments, fuel gallons, and % of sales estimated			
<b>International Terminal Moorage</b>	\$ 22,000	\$ 12,000	\$ 60,000
<b>International Terminal Shipping</b>	\$ 5,426	\$ -	
Negotiations ongoing for log shipping but no shipping budgeted this year.			
<b>International Terminal Services</b>	\$ 128,114	\$ 129,500	\$ 147,000
Electricity	\$ 7,500		
Forklifts Services	16,000		
F/V Fueling	9,000		
Hydro Crane Services	43,500		
Labor & Misc	2,000		
Lot Storage	56,000		
Net Repair	3,000		
Service Dock Tie ups	10,000		
	\$ 147,000		

**Port of Newport  
General Operating Fund  
2014-2015 Budget  
Resources**

	<u>Actuals</u>	<u>Approved</u>	<u>Proposed</u>
	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
		<u>Budget</u>	<u>Budget</u>
<b>ILWU Labor</b>		\$ 3,500	
Fees collected for longshoreman loading shipping containers. None expected this fiscal year.			
<b>Bay Front Moorage</b>	\$ 386,835	\$ 390,000	\$ 400,000
Vessel use of Port Docks 1, 3, 5, 7, & Swede's			
<b>Bay Front Marina Services</b>	\$ 222,240	\$ 206,000	\$ 243,000
Electrical	\$ 2,500		
Labor	10,000		
Waste Oil Dump	7,500		
Pallets (New Charge \$5/pallet)	500		
Restroom Keys & Misc	3,500		
Port Operated Hoists (1 & 3)	5,000		
Forklift Services	60,000		
Lot Storage	75,000		
Service Dock Tie up	75,000		
Comm. Marina Parking Passes	4,000		
	<u>\$ 243,000</u>		
<b>South Beach Moorage</b>	\$ 635,670	\$ 670,000	\$ 665,000
Moorage within the South Beach Marina			
<b>Liveaboard Revenue</b>	\$ 7,803	\$ 10,000	\$ 10,000
Surcharge for living on vessel in SB Marina			
<b>Launch Ramp</b>			
Use of South Beach Marina launch ramp	\$ 65,111	\$ 58,000	\$ 58,000
\$6 per launch, \$75 annual pass (\$55 for Port District Residents)			
<b>RV Park Space Rentals</b>	\$ 545,045	\$ 470,000	\$ 510,000
Rates vary by site, season, and length of stay (Details in Appendix) Revenues expected to slightly exceed current year budget.			
Main RV Park	\$ 400,000		
Annex RV Park	110,000		
	<u>\$ 510,000</u>		
<b>Transient Room Tax</b>	\$ 40,730	\$ 42,300	\$ 42,500
Tax on RV space rentals less than 30 days City of Newport 9.5% and State of OR 1%			
<b>Marina &amp; RV Park Online Booking Fees</b>		\$ 9,000	
Not charging fee - want to encourage online booking.			
<b>RV Utility Surcharge</b>	\$ 17,070	\$ 16,000	\$ -
No longer charging surcharge (included in RV rate)			



**Port of Newport  
General Operating Fund  
2014-2015 Budget  
Resources**

	Actuals 2012-13	Approved 2013-14 Budget	Proposed 2014-15 Budget
<b>Property &amp; Dredge Sales</b>			\$ 5,000
Dredged sand \$2/yard (2,500 yards)			
<b>Miscellaneous Revenue</b>	\$ 58,358	\$ 31,000	\$ 38,100
Late Fees & Cancellation Fees	\$ 1,600		
Lot Storage	9,500		
South Beach Marina Showers	6,000		
SB Marina & RV Park Laundry	12,000		
Other (DVD sales, office fees, etc.)	9,000		
	\$ 38,100		
<b>Total Operating Revenue</b>	\$ 2,658,432	\$ 2,582,800	# \$ 2,748,038
<b>Nonoperating Revenues</b>			
<b>Grants &amp; Other</b>	\$ 140,181	\$ 527,200	\$ 17,200
Any possible grants are included in this section with the corresponding expenses (including match) included in Capital.			
SDAO Safety Grant	1,500		
OSMB Maint Assist Program	700		
OSMB Derelict Vessels	15,000		
	\$ 17,200		
<b>Interest</b>	\$ 2,152	\$ 2,500	\$ 2,500
Bank interest earned on Port funds			
Checking earning .1% & Savings .15% to .30% (as of 4/15/14)			
<b>Property Tax - Current Year</b>	\$ 86,068	\$ 82,000	\$ 81,750
Defined by law to be \$.0609/\$1,000			
6/30/13 value for the Port District is \$1,714,241,570 less			
Urban Renewal Excess (\$135,451,937) for a total of \$1,578,789,633			
Historically collect 85.3% of current year.			
<b>Property Tax - Prior Years</b>	\$ 5,859	\$ 7,000	\$ 7,000
Historically collect 7.1% from past years.			
<b>Transferred IN, from other Funds</b>	25000	\$ 25,000	\$ 25,000
NOAA transfer to Gen Operating Fund (\$25,000)			
<b>Total Nonoperating Revenue</b>	\$ 259,259	\$ 643,700	\$ 133,450
<b>Total Resources</b>	\$ 2,917,691	\$ 3,226,500	\$ 2,881,488

**Port of Newport  
General Operating Fund  
Budget 2014-2015  
Personnel Services**

	Actuals 2012-13	Approved 2013-14 Budget	Proposed 2014-15 Budget
<b>Salaries &amp; Wages</b>	\$ 745,070	\$ 800,000	\$ 800,000
<b>Full-Time Employees    Part-Time &amp; Seasonal Employees</b>			
Estimated 17 Full-Time & 7 Part-Time/Seasonal Staff			
<b>Federal Payroll Tax Expense</b>	\$ 72,598	\$ 61,200	\$ 61,200
6.2% - Social Security	\$ 800,000	\$ 49,600	
1.45% - Medicare	\$ 800,000	11,600	
	\$ 61,200	\$ -	
<b>Unemployment Expense</b>		\$ 17,200	\$ 17,500
State of Oregon Unemployment - .1% of Wages			
2.7% of first \$35,000 - OR Unemployment			
<b>Workers Compensation</b>	\$ 40,208	\$ 60,100	\$ 62,006
Special Districts - Percentage of salaries times 1.38 (Experience Mod).			
Marina	8.88% \$ 455,000	\$ 55,758	
Director/Sales/Collectors	0.33% 114,500	521	
Board Member Coverage	0.33% 3,000	14	
Office	0.21% 230,500	668	
Subtotal		\$ 56,961	
Add 6.4% State Assessment		\$ 3,645	
Add Oregon - \$0.0333 per work hour (41,600)		\$ 1,400	
		\$ 62,006	
Volunteer Commissioners calculated at \$50 per meeting each.			
Current fiscal year's actual expenses will be over budget by \$10,000			
Experience modification ratio was 88% two years ago now it is 138%			
<b>Employee Health Insurance</b>	\$ 139,002	\$ 166,500	\$ 147,000
Port paid health, vision, dental, and life insurance			
Coverage through SDAO - Pacific Source Bronze Value F			
Insurance broker shopping market for options.			
Currently \$583.22/pp/mo. Estimated increase 17%			
<b>Health Reimbursement Arrangement (HRA)</b>		\$ 7,000	\$ 7,000
Employee reimbursement for medical expenses above \$500			
deductible with an annual maximum reimbursement of \$1,000			
<b>PERS Expense</b>	\$ 35,669	\$ 69,000	\$ 27,000
Retirement contribution by employer for eligible employees.			
Employees in Tier 1 and Tier 2 are 4.06% of wages			
Employees in OPSRP system are at 4.01% of wages			
<b>Employee Incentives &amp; Other</b>	\$ 6,096		\$ 3,100
Birthday cards, employee meetings, moving costs for General Manager			
holiday party, Admin fees, and miscellaneous costs.			
<b>Total Personnel Services</b>	<b>\$ 1,038,643</b>	<b>\$ 1,181,000</b>	<b>\$ 1,124,806</b>

**Port of Newport  
General Operating Fund  
Budget 2014-2015  
Materials and Services**

	Actuals 2012-13	Approved 2013-14 Budget	Proposed 2014-15 Budget
<b>Insurance</b>	\$ 140,515	\$ 187,000	\$ 180,000
SDAO - Gen. Liability, Property, Auto, Flood	\$ 106,000		
Endurance - Environmental Impairment	\$ 19,380		
American Safety - Storage Tank Pollution	\$ 4,656		
American Bankers - Commercial Flood	\$ 908		
Western Surety - Notary Public Bond	\$ 26		
Wells Fargo - Docks & Port Vessels	\$ 40,650		
	\$ 171,620		
Insurance broker recommends budgeting 5% increase	\$ 180,000		
SDAO change in billing - \$15,000 insurance reduction & \$15,000 membership fee			
<b>Professional Fees</b>	\$ 118,682	\$ 115,000	\$ 71,100
Audit & Accounting	\$ 21,100		
Legal	\$ 50,000		
<b>Marketing &amp; Promotion</b>	\$ 21,984	\$ 32,000	\$ 32,000
<b>Advertising &amp; Publications</b>	\$ 22,000		
Good Sam Membership & Advertising			
Public notices, Newspaper ads, DVD's			
<b>Promotional &amp; Sponsorships Expenses</b>	\$ 10,000		
Promotional items (tide books & misc.) - Sponsorships (Wild Seafood weekend & misc.)			
<b>Dues &amp; Subscriptions</b>	\$ 14,764	\$ 16,000	\$ 33,000
Assoc of Pacific Ports, Greater Newport Chamber, Newport Rotary Club, OR Cascade West Council of Govts, Oregon Coastal Zone Mgmt Assoc., Oregon Municipal Finance Officers Assn, Pacific Coast Congress of Harbormasters, Pacific NW Waterway Assn., State Purchasing, YB Economic Foundation, Family Motor Coach Assn., Central OR Coast Assoc., Trailer Life Ent., Inc.... SDAO charging membership fee instead of including it in insurance rates (\$15,000)			
<b>Employee Education</b>	\$ 5,921	\$ 5,000	\$ 5,000
Conferences, Seminars, Maintenance Training & Misc. Education			
<b>Travel</b>			
Travel expenses to conferences, Mission to Washington, etc.	\$ 14,040	\$ 16,000	\$ 16,000
<b>Office Expenses</b>			
<b>Office Supplies</b>	\$ 10,937	\$ 15,000	\$ 15,000
Moorage License Agreements. Purchase Orders, Service Tickets			
<b>IT Hardware/Software &amp; Supplies</b>	\$ 8,134	\$ 39,000	\$ 27,500
Replacing desktop computers running XP operating systems Security cameras and wifi to commercial marina			
<b>Equipment Rental &amp; Leases</b>	\$ 5,224	\$ 6,500	\$ 6,500
Leases for copiers & postage meter			

**Port of Newport  
General Operating Fund  
Budget 2014-2015  
Materials and Services**

	Actuals 2012-13	Approved 2013-14 Budget	Proposed 2014-15 Budget
<b>Postage</b>	\$ 3,146	\$ 4,500	\$ 4,500
<b>Bank Fees</b> Primarily credit card processing fees	\$ 27,986	\$ 26,000	\$ 26,000
<b>Bond Fees</b> Fees charged to service bond debt		\$ 2,000	\$ 2,000
<b>Licenses &amp; Permit Fees</b> Air Quality, DEQ, DSL, Fire protection, Land use fees, City use fees	\$ 3,939	\$ 5,000	\$ 7,500
<b>Utilities</b>			
Electric (5% increase est - will be slightly below budget this year)	\$ 194,542	\$ 252,000	\$ 252,000
Water & Sewer (5% water and 4% wastewater increase)	\$ 82,673	\$ 92,000	\$ 96,140
Natural Gas	\$ 2,474	\$ 4,000	\$ 4,000
Refuse	\$ 69,332	\$ 75,000	\$ 75,000
Telephone	\$ 6,898	\$ 6,500	\$ 4,500
Cell	\$ 3,776	\$ 4,500	\$ 6,500
Cable/Satellite TV (RV Parks)	\$ 8,972	\$ 8,500	\$ 8,500
Internet (S. Beach RV Park & Marina wifi bandwidth)	\$ 3,000	\$ 7,500	\$ 7,500
	<u>\$ 371,667</u>	<u>\$ 450,000</u>	<u>\$ 454,140</u>
<b>Contract &amp; Support Services</b>			
IT Services	\$ 10,143	\$ 15,000	\$ 5,000
Payroll Services	\$ 2,576	\$ 2,800	\$ 2,800
Janitorial	\$ 36,100	\$ 35,000	\$ 35,000
Grounds & Parking Lots	\$ 21,028	\$ 15,000	\$ 38,000
Security	\$ 78,147	\$ 76,200	\$ 78,192
Portable Restrooms	\$ 7,677	\$ 5,500	\$ 6,000
Engineering and Architectural Services			
Other (Plumbing, HVAC, & Electrical...)	\$ 18,797	\$ 9,500	\$ 7,000
	<u>\$ 174,467</u>	<u>\$ 159,000</u>	<u>\$ 171,992</u>
<b>Repairs &amp; Maintenance</b>			
Buildings	\$ 36,517	\$ 60,000	\$ 15,000
Vehicles	\$ 1,160	\$ 4,000	\$ 4,000
Heavy Equipment (Crane, Forklifts, Hoists...)	\$ 31,251	\$ 35,000	\$ 35,000
Equipment (Mowers, Dumpsters, Landscaping Equipment...)	\$ 6,491	\$ 7,000	\$ 15,000
Vessels (Tug & Boston Whaler)	\$ 1,579	\$ 3,000	\$ 3,000
Docks	\$ 16,176	\$ 60,000	\$ 9,000
Grounds	\$ 5,512	\$ 6,500	\$ 8,500
Repairs & Maintenance - Other	\$ 1,865	\$ 2,500	\$ 2,500
	<u>\$ 100,549</u>	<u>\$ 178,000</u>	<u>\$ 92,000</u>
<b>Equipment &amp; Small Tools</b>			
Small Tools & Equipment	\$ 14,634	\$ 7,300	\$ 7,100
Equipment Lease/Rentals	\$ 1,922	\$ 3,000	\$ 3,000

**Port of Newport  
General Operating Fund  
Budget 2014-2015  
Materials and Services**

	Actuals 2012-13	Approved 2013-14 Budget	Proposed 2014-15 Budget
<b>Operating Supplies &amp; Fuel</b>			
Electrical Supplies	\$ 7,766	\$ 8,000	\$ 5,500
Restroom & Cleaning Supplies	\$ 22,258	\$ 19,000	\$ 25,000
Safety Equip & Uniforms	\$ 6,383	\$ 8,000	\$ 8,000
Operating Supplies	\$ 14,487	\$ 7,300	\$ 7,300
Equipment Fuel, Propane, Lubes & Misc	\$ 19,969	\$ 27,000	\$ 27,000
	<u>\$ 70,862</u>	<u>\$ 69,300</u>	<u>\$ 72,800</u>
<b>Shipping Expenses</b>			
ILWU Wages	\$ 1,578	\$ 2,560	\$ -
<b>DSL &amp; State Land Fees</b>	\$ 23,105	\$ 24,000	\$ 26,125
Oregon Department of State Lands - leases for submerged lands under marinas and review fees for dredging. 3% of gross income for Bayfront Port Docks & Terminal \$ 0.257 per square foot of South Beach Marina (394,218 sqft) \$.85/yard of dredged sand the Port sells (5,000 yards)			
<b>Building &amp; Land Leases</b>	\$ 12,541	\$ 12,540	\$ 12,540
Portable building leases Temporary Port Office \$835/month Homeland Security Office \$210/month			
<b>Room Tax</b>			
Short-term RV rental taxes collected	\$ 37,309	\$ 42,300	\$ 42,500
<b>Materials &amp; Services Expenses (Operating)</b>	<u>\$ 1,183,907</u>	<u>\$ 1,417,000</u>	<u>\$ 1,308,297</u>
<b>Nonoperating Expenses</b>			
<b>Grants &amp; Other</b>			
Grants	\$ 62,211	\$ 20,000	\$ 20,000
SDAO Safety Grant, OSMB Maintenance Assistance & Derelict Vessels			
<b>Total Materials &amp; Services</b>	<u>\$ 1,246,118</u>	<u>\$ 1,437,000</u>	<u>\$ 1,328,297</u>

**Port of Newport  
General Operating Fund  
Budget 2014-2015  
Capital & Grants**

<u>Actuals</u> <u>2012-13</u>	<u>Approved</u> <u>2013-14</u> <u>Budget</u>	<u>Proposed</u> <u>2014-15</u> <u>Budget</u>
\$ 109,947	\$ 637,500	\$ -

Capital and Grant projects proposed through  
Facilities Maintenance Reserve Fund this fiscal year

**Port of Newport  
Budget 2014-2015  
General Operating Fund Debt Service**

	Actuals 2012-13	Approved 2013-14 Budget	Proposed 2014-15 Budget	
	\$3,152,330	\$ 445,000	\$ 578,205	
Loan	June 30, 2014 Outstanding Balance	Principal	Interest	2014-15 Debt Service
<b>OR Port Revolving Loan #520161</b> 1999 Loan (\$202,985) to build Serven building in South Beach. Building leased to OR Brewing Co. 6% Interest, 20 years	\$ 76,622	\$ 13,556	\$ 3,356	\$ 16,912
<b>OR Special Public Works Loan #L00012</b> 2004 loan (\$86,683) - Terminal dock remediation and geotechnical investigation and engineering. Project was funded as half grant, half loan. 6% Interest, 21 years	\$ 59,264	\$ 3,964	\$ 3,556	\$ 7,520
<b>OR Special Public Works Loan #Q10001</b> 2010 (\$1,300,000) EPA Coalition Brownfields Loan: Remediation of hazardous materials. Amortization calculated at \$1,300,000 (\$1.5MM with \$200,000 in loan forgiveness possible) 3% Interest, 21 years	\$ 1,244,643	\$ 55,357	\$ 38,243	\$ 93,600
<b>OR Special Public Works Loan #L12005</b> 2012 Terminal loan (\$3,500,000). \$500,000 possibly forgiven as grant when employment thresholds are met. 3.87% Interest, 21 years	\$ 3,500,000	\$ 102,112	\$ 116,100	\$ 218,212
<b>Series 2013 FF&amp;C Obligations</b> 2013 loan (\$3,410,000) South Beach RV Park debt refinancing and \$890,000 new debt for Terminal construction. Interest varies between 3 - 3.5%, 20 years	\$ 3,410,000	\$ 30,000	\$ 104,808	\$ 134,808
<b>Oregon Coast Bank #10021575 &amp; #10032077</b> 2007 loan (\$315,955) - 30 Ton Mobile Crane Variable Interest (7% minimum), 8 years	\$ 70,377	\$ 47,970	\$ 3,358	\$ 51,328
2010 loan (\$465,811) - Terminal Buildings Variable Interest (6% minimum), 15 years	\$ 408,490	\$ 19,016	\$ 24,279	\$ 43,295
<b>Toyota Financial Services</b> 2012 South Beach Forklift (\$24,767) 5 year capital lease (\$1 buyout)	\$ 17,606	\$ 4,831	\$ 743	\$ 5,574
2013 Commercial Marina Forklift (\$31,357) 5 year capital lease (\$1 buyout)	\$ 31,357	\$ 5,838	\$ 1,118	\$ 6,956
				<u><u>\$ 578,205</u></u>



**Budget 2014 - 2015**

**Appendix**

International Terminal Renovation Summary

2014-15 Compensation Plan Resolution

Salary and Wage Step System

Health Insurance Renewal Details

2014-15 Draft Rate Resolution

Future Debt Service Summary

Year-to-Date Budget Variances



# International Terminal Renovation Project

Status as of 4/19/14

## Outstanding Contracts

	Original	Pd to Date	Outstanding
Advanced Remediation	73,750	67,309	6,441
GRI Geotechnical	233,250	207,527	25,723
Pacific Habitat	157,512	151,638	5,874
Natt McDougal			-
Amend #12 - Phase 1 Cargo Dock	3,106,662	2,821,601	285,061
Amend #27 - Fishing Dock Removal & Assoc.	413,290	402,275	11,015
Amend #29 - Pile Repair/Plates	264,078	162,868	101,210
<b>Total Outstanding Contracts</b>			<b>428,883</b>

## Additional Work

	Estimate	Costs to Date	Difference
Budget Line Item 46 (Misc. Supplies & Safety Equipment)			
Fender Pile Protection	42,000	-	42,000
Site Signage & Striping Design	1,500	-	1,500
Site Signage & Striping	2,500	-	2,500
Site Security & Camera Design	11,000	-	11,000
Additional Dock Ladders	3,173	3,523	(350)
Site as-built Survey	4,000	4,200	(200)
Barricades at CXT Bldg	1,650		1,650
Sealant at CXT & Water Shutoff at Docks	1,000	490	510
Contingency	2,000	-	2,000
			-
Dredging	650,000		650,000
			-
Mitigation	250,000		250,000
			-
Other:			-
<b>Total Additional Work to be Completed</b>			<b>960,610</b>
<b>Total Outstanding Contracts and Work to be Completed</b>			<b>1,389,493</b>

**DRAFT PORT OF NEWPORT  
RESOLUTION NO. 2014-\_\_\_**

**A RESOLUTION ADOPTING A COMPENSATION PLAN FOR PORT EMPLOYEES**

**WHEREAS**, Resolution No. 2000-01 adopted Personnel Rules for public officials of the Port of Newport; and

**WHEREAS**, the Board of Commissioners believes that a Compensation Plan should be reviewed annually and adopted by resolution; and

**WHEREAS**, the Plan shall include rates of pay, entrance salaries, step increases and other employment benefits; and,

**WHEREAS**, the Plan's adoption is critical for preparing the budget; NOW  
THEREFORE,

**THE PORT OF NEWPORT BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:**

**Section 1. Purpose.** The purpose of this resolution is to establish a Compensation Plan for employees in the career service of the port beginning July 1, 2014 and shall appear as an appendix in the Personnel Rules of the Port of Newport along with other supporting documentation.

**Section 2. Cost of Living Adjustment (COLA).** The port shall not issue a COLA for Fiscal Year 2014-15. The rate as identified in the most recent completed calendar year as published by the U.S. Bureau of Labor Statistics, Portland Consumer Price Index-U was 2.8%. All rates, categories and steps noted in this resolution shall not be adjusted.

**Section 3. Rates of Pay.** Each employee shall be paid an hourly rate of pay within the salary range for the class in which he/she is employed. Rates of pay include twelve steps for eligible employees pursuant to Personnel Rules. The percent increase between steps shall be two-and-one-half percent (2.5%). Temporary or part-time employment rates start at Oregon state minimum wage unless approved by the General Manager.

	HOURLY	
	LOW	HIGH
A. <u>General Manager</u> .....	\$38.46	\$50.46
B. <u>Finance Director</u> .....	\$33.65	\$44.16
C. <u>Facilities Manager (MOC-P)</u> .....	\$30.34	\$39.81
D. <u>Project Manager/Engineer Tech</u> .....	\$23.08	\$30.28
E. <u>Grant/Permit Coordinator</u> .....	\$22.50	\$29.52
F. <u>Harbor Master</u> .....	\$19.48	\$25.56
G. <u>Terminal Manager</u> .....	\$18.04	\$23.67
H. <u>Maintenance I</u> .....	\$15.94	\$20.91
I. <u>Accounting Specialist I</u> .....	\$13.45	\$17.65
J. <u>Administrative Assistant</u> .....	\$11.94	\$15.67

K. <u>Maintenance II</u> .....	\$11.85	\$15.55
L. <u>Accounting Specialist II</u> .....	\$10.00	\$13.12
M. <u>Maintenance III</u> .....	\$9.10	\$11.94

**Section 4. Health Care Insurance.** The port shall cover the monthly premium for employees' health care insurance though coverage will be available for employees' spouse and dependents if fully paid by the employee unless otherwise stated within an employment contract. Coverage is provided through Pacific Source and Standard Insurance as negotiated by Special Districts Association of Oregon (SDAO). The medical plan includes a \$2,500 annual deductible.

MONTHLY

A. <u>Medical</u> . "Red" Plan. PPO J .....	\$620.89
B. <u>Dental</u> . Option II .....	\$55.06

**Section 5. Retirement Plan.** The port shall provide employees with a retirement plan funded through the State of Oregon Public Employees Retirement System (PERS). The employee shall be responsible for their portion (6%) of the plan.

MONTHLY

A. <u>Tier I</u> .....	10.06%
B. <u>Tier II</u> .....	10.06%
C. <u>OPSRP (Tier III)</u> .....	10.01%

**Section 6. Health Reimbursement Arrangement (HRA).** The port agrees to reimburse employees for eligible expenses (i.e. out-of-pocket expenses) above the \$500 deductible with an annual maximum reimbursement of \$1,000. The unused reimbursement may not be liquidated by the employee nor may it be carried over to the following fiscal year.

**Section 7. Deferred Compensation.** The port shall provide a deferred compensation plan for its employees through the Oregon Growth Savings retirement account. This plan is entirely funded though employee contributions.

**Section 8. Section 125 Pre-tax Medical Plan.** The port shall provide employees access to a Section 125 plan for dependent health care coverage paid for through employment agreements or by the benefitting employee.

**Section 9. Bonus Consideration.** The General Manager shall have the authority to issue on behalf of the port a holiday bonus to employees in an amount not to exceed \$100 based upon financial and other considerations. Commission grants General Manager an equal bonus as may be issued to other career service employees.

**Section 10. Delegation of Responsibility.** The manager shall have the authority to adjust these rates or benefits on a temporary basis due to changes in any of the contractual agreements related to the aforementioned benefits. Any adjustments to these rates or benefits will be reported to the commission at its next regular meeting.

**Section 11. Annual Review.** The commission shall annually review and adopt a new Compensation Plan prior to the subsequent budget's adoption. A one page summary of the financial implications of this plan shall be included as a part of the proposed budget.

**Section 12. Repealer.** All previous rates and benefits are hereby repealed.

**APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS** this 22nd day of May, 2014.

\_\_\_\_\_  
JoAnn Barton, President

ATTEST:

\_\_\_\_\_  
Walter Chuck, Secretary/Treasurer

**Hourly Wage Steps  
Proposed - Fiscal Year 2014-15**



**Steps**

1	2	3	4	5	6	7	8	9	10	11	12
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**Maintenance**

Maintenance III	\$ 9.10	\$ 9.33	\$ 9.56	\$ 9.80	\$ 10.04	\$ 10.30	\$ 10.55	\$ 10.82	\$ 11.09	\$ 11.36	\$ 11.65	\$ 11.94
Maintenance II	\$ 11.85	\$ 12.15	\$ 12.45	\$ 12.76	\$ 13.08	\$ 13.41	\$ 13.74	\$ 14.09	\$ 14.44	\$ 14.80	\$ 15.17	\$ 15.55
Maintenance I	\$ 15.94	\$ 16.34	\$ 16.74	\$ 17.16	\$ 17.59	\$ 18.03	\$ 18.48	\$ 18.94	\$ 19.42	\$ 19.90	\$ 20.40	\$ 20.91
Terminal Manager	\$ 18.04	\$ 18.49	\$ 18.95	\$ 19.43	\$ 19.91	\$ 20.41	\$ 20.92	\$ 21.44	\$ 21.98	\$ 22.53	\$ 23.09	\$ 23.67
Harbor Master												
Marina Manager	\$ 19.48	\$ 19.96	\$ 20.46	\$ 20.97	\$ 21.50	\$ 22.04	\$ 22.59	\$ 23.15	\$ 23.73	\$ 24.32	\$ 24.93	\$ 25.56
Project Manager												
Engineer Tech	\$ 23.08	\$ 23.66	\$ 24.25	\$ 24.85	\$ 25.48	\$ 26.11	\$ 26.77	\$ 27.43	\$ 28.12	\$ 28.82	\$ 29.54	\$ 30.28

**Administration**

Accounting Specialist II	\$ 10.00	\$ 10.25	\$ 10.51	\$ 10.77	\$ 11.04	\$ 11.31	\$ 11.60	\$ 11.89	\$ 12.18	\$ 12.49	\$ 12.80	\$ 13.12
Accounting Specialist I	\$ 13.45	\$ 13.79	\$ 14.13	\$ 14.48	\$ 14.85	\$ 15.22	\$ 15.60	\$ 15.99	\$ 16.39	\$ 16.80	\$ 17.22	\$ 17.65
Administrative Assistant												
Office Manager	\$ 11.94	\$ 12.24	\$ 12.54	\$ 12.86	\$ 13.18	\$ 13.51	\$ 13.85	\$ 14.19	\$ 14.55	\$ 14.91	\$ 15.28	\$ 15.67
Grant/Permit Coordinator												
Special Project Coordinator	\$ 22.50	\$ 23.06	\$ 23.64	\$ 24.23	\$ 24.84	\$ 25.46	\$ 26.09	\$ 26.75	\$ 27.41	\$ 28.10	\$ 28.80	\$ 29.52

**Management**

Port Manager	\$ 38.46	\$ 39.42	\$ 40.41	\$ 41.42	\$ 42.45	\$ 43.52	\$ 44.60	\$ 45.72	\$ 46.86	\$ 48.03	\$ 49.23	\$ 50.46
Finance Director	\$ 33.65	\$ 34.50	\$ 35.36	\$ 36.24	\$ 37.15	\$ 38.08	\$ 39.03	\$ 40.00	\$ 41.00	\$ 42.03	\$ 43.08	\$ 44.16
Facilities Manager (MOC-P)	\$ 29.90	\$ 30.65	\$ 31.42	\$ 32.20	\$ 33.01	\$ 33.83	\$ 34.68	\$ 35.54	\$ 36.43	\$ 37.34	\$ 38.28	\$ 39.23

Port Manager	\$ 38.46	\$ 39.42	\$ 40.41	\$ 41.42	\$ 42.45	\$ 43.52	\$ 44.60	\$ 45.72	\$ 46.86	\$ 48.03	\$ 49.23	\$ 50.46
Finance Director	\$ 33.65	\$ 34.50	\$ 35.36	\$ 36.24	\$ 37.15	\$ 38.08	\$ 39.03	\$ 40.00	\$ 41.00	\$ 42.03	\$ 43.08	\$ 44.16
Facilities Manager (MOC-P)	\$ 30.34	\$ 31.10	\$ 31.88	\$ 32.67	\$ 33.49	\$ 34.33	\$ 35.19	\$ 36.06	\$ 36.97	\$ 37.89	\$ 38.84	\$ 39.81
Project Manager												
Engineer Tech	\$ 23.08	\$ 23.65	\$ 24.25	\$ 24.85	\$ 25.47	\$ 26.11	\$ 26.76	\$ 27.43	\$ 28.12	\$ 28.82	\$ 29.54	\$ 30.28

Proposed  
Fiscal Year 2014-15



General Operating Fund

	Admin & Property Mgmt	SB Admin	SB OPS	CM OPS	International Terminal	Proposed 2014-15 Total	2013-14 Budget
General Manager	\$ 114,000						
Finance Director	\$ 75,388						
Admin Assistant	\$ 25,584						
Accounting Specialist II	\$ 27,290						
Accounting Specialist II	\$ 22,402						
Overtime & Comp paid 2013	\$ 1,500						
	<u>\$ 266,163</u>					\$ 266,163	
Accounting Specialist II		\$ 22,942					
Accounting Specialist II		\$ 20,800					
Seasonal #1		\$ 7,800					
Seasonal #2		\$ 7,800					
Overtime & Comp paid 2013		\$ 2,500					
		<u>\$ 61,842</u>				\$ 61,842	
Harbormaster			\$ 49,356				
Maintenance II			\$ 33,153				
Maintenance II			\$ 25,264				
Maintenance III			\$ 25,030				
Maintenance III (part-time)			\$ 5,587				
Seasonal			\$ 8,000				
Overtime & Comp paid 2013			\$ 500				
			<u>\$ 146,890</u>			\$ 146,890	
Harbormaster				\$ 49,356			
Maintenance II				\$ 40,380			
Maintenance II				\$ 25,906			
Maintenance II				\$ 25,264			
Maintenance II				\$ 25,030			
Seasonal				\$ 8,000			
Overtime & Comp paid 2013				\$ 8,000			
				<u>\$ 181,936</u>		\$ 181,936	
Terminal Manager					\$ 39,421		
Overtime & Comp paid 2013					\$ 250		
					<u>\$ 39,671</u>	\$ 39,671	
						<u>\$ 696,501</u>	<u>\$ 800,000</u>
Payroll Taxes	\$ 24,324	\$ 6,401	\$ 15,203	\$ 18,830	\$ 3,980	\$ 68,738	\$ 78,400
Health Insurance	\$ 52,949	\$ 15,523	\$ 31,046	\$ 38,808	\$ 7,762	\$ 146,088	\$ 166,500
Health Reimbursement Arrangement	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000	\$ 7,000
PERS - Retirement	\$ 10,613	\$ 1,754	\$ 5,367	\$ 5,708	\$ 1,581	\$ 25,023	\$ 69,000
Worker's Compensation Ins.	\$ 1,602	\$ 386	\$ 19,039	\$ 23,531	\$ 5,116	\$ 49,674	\$ 60,100
Employee Incentives & Other	\$ 1,400	\$ 500	\$ 500	\$ 500	\$ 200	\$ 3,100	\$ -
Employee Education	\$ 750	\$ 750	\$ 1,750	\$ 750	\$ 500	\$ 4,500	\$ 5,000
Staff Reorganization &/ or Vacant Position(s)						\$ 126,181	
Totals	<u>\$ 383,127</u>	<u>\$ 156,399</u>	<u>\$ 382,888</u>	<u>\$ 471,829</u>	<u>\$ 103,459</u>	<u>\$ 1,124,806</u>	<u>\$ 1,186,000</u>

April 11, 2014

To: All Participating Districts, SDAO Employee Benefit Program

From: Chet Weichman, Program Administrator

RE: 6/1/2014 SDAO Employee Benefit Renewal

As you probably know from Frank Stratton's earlier announcement, with our 6/1/14 renewal your SDAO Employee Benefit Program will become a wholly-owned self-insured program. You will not notice any difference in service levels. PacificSource will continue to adjudicate and pay your claims, Shelly will still handle any billing or enrollment issues and I will be available to explain the changes resulting from the mandates of the Affordable Care Act (ACA).

Briefly these changes are as follows:

- We can no longer call our medical plans Gold, Silver and Bronze. This nomenclature is now reserved for state/federally approved plans. Beginning with this renewal our Gold options will be called Blue, our Silver options will be called Red and our Bronze options will be called White. Think of the county fair with Blue, Red and White ribbons.
- Our plans, like all plans in the U.S., must now have one prescription plan embedded in all medical plan options. No more choices and no more choosing to not have prescription coverage at all as twelve of our districts have done.
- Similarly, because pediatric vision coverage for children to age 19 is an essential health benefit under the ACA, all medical plans must include pediatric vision. To avoid confusion and minimize administrative costs, we have chosen to include an adult vision plan in all of our medical options.
- There are approximately twelve districts that currently use one of our old plans grandfathered but no longer available to new districts. Those have to be eliminated at renewal and replaced with a current renewal option.
- Finally the ACA mandates that the maximum out of pocket in any medical plan \$6,350 for an individual and \$12,700 for a family. These amounts now include the deductible and all copays including prescription copays.

The result of all of these mandated changes is that you will see considerable plan design modifications in our medical options this year. In addition to your new rate sheets provided by PacificSource, I have enclosed a spreadsheet detailing the following. First column is your current plan from 6/1/13, second column the renewal of your current plan with benefit changes printed in red. The final two columns detail alternative options available to you should you wish to reduce your premium by choosing an option with a higher deductible.

I have also included a five page summary of all medical options available this year. You will note that we have fewer large deductible White options this year. This directly relates to the ACA mandate regarding maximum out of pocket amounts. When this mandate was applied we found that there was less than one percent difference between the large deductible White plans and the large deductible Red plans and therefore we have eliminated the White options.



April 8, 2014

Port of Newport  
600 SE Bay Blvd  
Newport, OR 97365

RE: Port of Newport

Dear Plan Administrator:

The above referenced group renews June 1, 2014 at the renewal rates shown below. If there are any changes to the group policy, you will find your copies of the applicable documents along with a copy of the letter to the policyholder explaining the changes.

<i>CURRENT RATES</i>	Employee Only	Employee & Spouse	Employee & Family	Employee & Child(ren)
Value J	\$359.32	\$797.72	\$948.60	\$664.74
Tiered Rx 15/30/50 PDL MAC B	\$131.66	\$292.32	\$347.61	\$243.57
Vision Option I	\$7.29	\$16.18	\$19.24	\$13.47
<b>SUBTOTAL</b>	<b>\$498.27</b>	<b>\$1,106.22</b>	<b>\$1,315.45</b>	<b>\$921.78</b>
Dental Option II	\$53.43	\$97.80	\$142.13	\$101.64
<b>GRAND TOTAL</b>	<b>\$551.70</b>	<b>\$1,204.02</b>	<b>\$1,457.58</b>	<b>\$1,023.42</b>

<i>RENEWAL RATES</i>	Employee Only	Employee & Spouse	Employee & Family	Employee & Child(ren)
Red PPO J	\$620.89	\$1,378.45	\$1,639.17	\$1,148.62
<b>SUBTOTAL</b>	<b>\$620.89</b>	<b>\$1,378.45</b>	<b>\$1,639.17</b>	<b>\$1,148.62</b>
Dental Option II	\$55.06	\$100.79	\$146.48	\$104.75
<b>GRAND TOTAL</b>	<b>\$675.95</b>	<b>\$1,479.24</b>	<b>\$1,785.65</b>	<b>\$1,253.37</b>

Benefit Description: Red PPO J: 2500/70%, \$35 OV, Rx 10/30/50, Vision 35/250, Alt Care \$1500 Max, OOP 6000/12700

Enclosed are rates for alternative plan designs available to this group at this time. If you have any questions regarding this information, please contact Chet Weichman (1-800-599-2387), Program Administrator, or your local agent. We sincerely value your business and appreciate your continuing support.

Sincerely,

PacificSource Health Plans

110 International Way · Springfield OR · PO Box 7068 · Eugene OR 97401 · 541 686-1242 · 800 624-6052 · FAX 541 485-0915  
Bend · 2965 NE Connors Ave · Bend OR 97701 · 541 330-8896 · FAX 541 330-8948  
Internet [www.pacificsource.com](http://www.pacificsource.com)



Special Districts Association of Oregon -- Renewal Summary  
 Rates Effective 6/1/2014

Group Name: Port of Newport

"Blue" Plan Offerings

	Employee Only	Employee & Spouse	Employee & Family	Employee & Child(ren)
Blue PPO II	\$878.54	\$1,950.46	\$2,319.37	\$1,625.26
Blue PPO II-A	\$838.41	\$1,861.38	\$2,213.44	\$1,551.03
Blue PPO III	\$804.62	\$1,786.36	\$2,124.23	\$1,488.52
Blue PPO IV	\$747.60	\$1,659.77	\$1,973.69	\$1,383.03
Blue PPO V	\$720.15	\$1,598.81	\$1,901.21	\$1,332.24
Blue PPO VI	\$686.36	\$1,523.80	\$1,812.01	\$1,269.73
Blue PPO VII	\$665.24	\$1,476.91	\$1,756.25	\$1,230.66

"Red" Plan Offerings

	Employee Only	Employee & Spouse	Employee & Family	Employee & Child(ren)
Red PPO C	\$794.06	\$1,762.92	\$2,096.35	\$1,468.98
Red PPO D	\$764.50	\$1,697.28	\$2,018.30	\$1,414.29
Red PPO E	\$709.59	\$1,575.37	\$1,873.34	\$1,312.71
Red PPO F	\$677.91	\$1,505.04	\$1,789.71	\$1,254.11
Red PPO H	\$639.90	\$1,420.65	\$1,689.35	\$1,183.78
Red PPO J	\$620.89	\$1,378.45	\$1,639.17	\$1,148.62
Red PPO K	\$604.00	\$1,340.94	\$1,594.57	\$1,117.37
Red PPO L	\$582.88	\$1,294.06	\$1,538.81	\$1,078.30

"White" Plan Offerings

	Employee Only	Employee & Spouse	Employee & Family	Employee & Child(ren)
White Value D	\$722.26	\$1,603.50	\$1,906.79	\$1,336.15
White Value E	\$682.13	\$1,514.42	\$1,800.86	\$1,261.92
White Value F	\$652.57	\$1,448.78	\$1,722.80	\$1,207.22

HSA Plan Offerings

	Employee Only	Employee & Spouse	Employee & Family	Employee & Child(ren)
HSA 1	\$530.08	\$1,176.84	\$1,399.43	\$980.62
HSA 2	\$477.28	\$1,059.62	\$1,260.04	\$882.95

Dental Plan Offerings

	Employee Only	Employee & Spouse	Employee & Family	Employee & Child(ren)
Dental Option I	\$51.05	\$92.65	\$134.33	\$97.03
Dental Option II	\$55.06	\$100.79	\$146.48	\$104.75
Dental PPO Option I	\$46.67	\$84.69	\$122.81	\$88.69
Dental PPO Option II	\$50.33	\$92.15	\$133.92	\$95.77
Ortho 1500	\$2.90	\$13.45	\$28.57	\$12.55

**SPECIAL DISTRICTS EMPLOYEE BENEFIT PROGRAM  
GROUP HEALTH PLAN COMPARISON**

Port of Newport

	Current	Renewal	Alternative 1	Alternative 2
<b>BENEFIT GROUP DESIGNATION</b>	BRONZE	RED	RED	RED
<b>COMPANY/PROVIDER</b>	Pacific Source	Pacific Source	Pacific Source	Pacific Source
<b>PLAN DESIGN</b>	VALUE OPT. J	PPO Option J	PPO Option K	PPO Option L
<b>LIFETIME MAXIMUM BENEFIT PER INSURED</b>	No Lifetime Limit	No Lifetime Limit	No Lifetime Limit	No Lifetime Limit
<b>COVERAGE ILLUSTRATIONS ASSUME USE OF:</b>	Prof. Provider	Prof. Provider	Prof. Provider	Prof. Provider
<b>CALENDAR YEAR DEDUCTIBLE</b>				
INDIVIDUAL	\$2,500	\$2,500	\$3,000	\$5,000
FAMILY	\$7,500	\$5,000	\$6,000	\$10,000
<b>MAXIMUM OUT OF POCKET</b>				
Current per person/family after dedts. & excluding copays	\$6000/\$12000			
2014 per person/family including dedts. & copays		\$6000/\$12700	\$6350/\$12700	\$6350/\$12700
<b>COMMUNITY WELLNESS BENEFIT</b>	\$250 CREDIT	\$250 Credit	\$250 Credit	\$250 Credit
<b>PREVENTIVE SERVICES PAYMENTS BY INSURANCE</b>				
ROUTINE PHYSICAL EXAMS	100%+	100%+	100%+	100%+
ROUTINE IMMUNIZATIONS/VACINATIONS	100%+	100%+	100%+	100%+
WELL BABY CARE	100%+	100%+	100%+	100%+
ROUTINE GYNECOLOGICAL EXAMS	100%+	100%+	100%+	100%+
ROUTINE COLONOSCOPY	100%+	100%+	100%+	100%+
<b>PROFESSIONAL SERVICES PATIENT RESPONSIBILITY</b>				
OFFICE AND HOME VISITS	\$35 Copay+	\$35 Copay+	\$35 Copay+	\$35 Copay+
URGENT CARE CENTER VISITS	\$35 Copay+	\$35 Copay+	\$35 Copay+	\$35 Copay+
SURGERY	30%	30%	30%	30%
ALTERNATIVE CARE / CHIROPRACTIC / NATUROPATHIC	No coverage	\$35 Copay+	\$35 Copay+	\$35 Copay+
ACUPUNCTURE - \$1500 PER CALENDAR YEAR LIMIT		Included	Included	Included
<b>HOSPITAL SERVICES PATIENT RESPONSIBILITY</b>				
INPATIENT ROOM AND BOARD	30%	30%	30%	30%
INPATIENT REHABILITATIVE CARE	30%	30%	30%	30%
SKILLED NURSING FACILITY CARE	30%	30%	30%	30%
<b>MATERNITY BENEFITS PATIENT RESPONSIBILITY</b>				
DELIVERY & PRE/POST NATAL OFFICE VISITS	As Any Illness	As Any Illness	As Any Illness	As Any Illness
HOSPITAL SERVICES	30%	30%	30%	30%
<b>EMERGENCY SERVICES PATIENT RESPONSIBILITY</b>				
EMERGENCY ROOM	\$250 Copay+	\$250 Copay+	\$250 Copay+	\$250 Copay+
GROUND AMBULANCE	30%	30%	30%	30%
AIR AMBULANCE	Based on UCR	Based on UCR	Based on UCR	Based on UCR
<b>OTHER COVERED SERVICES PATIENT RESPONSIBILITY</b>				
Annual Vision Benefits	Not Included	Included	Included	Included
Exam copay		\$35 Copay+	\$35 Copay+	\$35 Copay+
Maximum hardware benefit per person		\$250 Per Person	\$250 Per Person	\$250 Per Person
OUTPATIENT SURGERY/ SERVICES	30%	30%	30%	30%
ADVANCED IMAGING	30%	30%	30%	30%
DIAGNOSTIC & THERAPEUTIC RADIOLOGY & LAB	1st \$400 100%	30%+	30%+	30%+
ALLERGY INJECTIONS	\$5 COPAY+	\$5 Copay+	\$5 Copay+	\$5 Copay+
DURABLE MEDICAL EQUIPMENT	30%	30%	30%	30%
HOME HEALTH CARE	30%	30%	30%	30%
<b>PRESCRIPTION DRUG COPAYS</b>		Included	Included	Included
GENERIC	\$15 Copay+	\$10 Copay+	\$10 Copay+	\$10 Copay+
PREFERRED BRAND NAME	\$30 Copay+	\$30 Copay+	\$30 Copay+	\$30 Copay+
NON-PREFERRED BRAND NAME	\$50 Copay+	\$50 Copay+	\$50 Copay+	\$50 Copay+

+MEANS DEDUCTIBLE WAIVED

Material in red indicates plan changes from 2013

This is only a brief description of benefit levels.

For more detail contact Program Administrator Chet

Weichman at 800 599 2387 or chet@centuryins.com

**DRAFT PORT OF NEWPORT  
RESOLUTION NO. 2014-\_\_\_**

**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, the Port Commission feels that user fees should help to offset those costs related to the depreciation and on-going maintenance of the port; NOW THEREFORE,

**THE PORT OF NEWPORT BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:**

**Section 1. Service Rates.** Rates apply to all Port of Newport locations unless otherwise noted. Port owned equipment to be operated by port personnel. No forklifts or boom trucks not belonging to the port shall be operated on port property.

	OLD	NEW	+/-	
A. <u>Forklift.</u> In addition to labor rate.				
1. Small. Toyotas and Daewoo.				
a..... per hour	\$42.50	\$10.00		34%
b. .... minimum charge,				
½ hr. ....	\$26.50	\$6.25	12%	
2. Large. All at International Terminal (IT).				
a..... per hour	\$57.50	\$25.00		25%
b. .... minimum charge,				
½ hr. ....	\$34.50	\$15.00	11%	
B. <u>Hoist Dock.</u> Tie up fee, per hour, one hour				
minimum.....	\$26.50	\$35.25	33%	
C. <u>Hoist Dock Cranes.</u>				
1. Large Capacity. In addition to labor rate.				
a. per hour.....	\$70.25	\$35.00	16%	
b. minimum charge, ½ hr.....	\$50.25	\$27.00	0%	
2. Launch Sail Boats. Includes recovery, per launch.	\$36.25	\$40.00	10%	
D. <u>Service Docks.</u>				
1. Swede's. In addition to moorage. .... daily moorage rate		same	0%	
E. <u>City Water.</u> at city's rate				
F. <u>Fuel Surcharge.</u> International Terminal only. Per				
gallon .....	\$0.03	\$0.03	0%	
G. <u>Electricity.</u> Swede's Dock, Dock 1, and IT. Per				
day charge.				
1. 208/220 v, single phase & 208 v three phase. ....	\$13.00	\$14.25	10%	
2. 220 or 408/440v three phase.....	\$13.00	\$14.25	10%	
3. PD 7 Service Dock, 110v pumps .....	\$5.50	\$6.00	10%	
4. PD 7 Yard Charge, trucks.....	\$10.00	\$11.00	10%	

H. <u>Hydraulic Crane</u> . In addition to labor rate. 30 ton capacity, per hour.....	\$132.75	\$125.00	29%	
				OLD NEW +/-
I. <u>Pump/Line Service</u> . Includes one Port employee only. Additional staff required will be billed at the established hourly labor rate. Per hour.....	\$45.50	\$46.75	3%	
J. <u>Storage</u> .				
1. Outside Lot Storage. Charged monthly.				
a. per square foot.....	\$0.19	\$0.20	5%	
b. minimum monthly charge.....	\$19.00	\$20.00	5%	
c. boat trailer only, per night.....	\$2.00	\$2.00	0%	
d. boat on trailer, per night, 10 days limit .....	\$6.50	\$7.00	8%	
2. Emergency Storage Fee. Per day billed as guest. For vehicles, boats or trailers prior to being considered unclaimed property in possession (ORS 98.245) Charge for improper use of parking lot (i.e. boat repair) .....	--	\$20	n/a	
K. <u>Gear Work</u> . 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.				
1. Commercial Marina, per day .....	\$17.25	\$17.75	3%	
2. Terminal Lot, per day. Short term use only. Deep-draft cargo has priority	\$17.25	\$17.7		
3. South Beach Marina, per day.....	\$17.25	\$17.75	3%	
L. <u>Work Barge</u> . In addition to labor rate.				
1. Tug, per day .....	\$105.00	\$110.00	4%	
2. Wood Barge, per day (tug extra).....	\$20.00	\$21.00	5%	
3. Skiff, per hour .....	\$51.50	\$12.00	14%	
M. <u>Clean-up</u> . Fees will be charged for each man-hour at the established labor. Equipment charges are extra				
1. Oil Spills, per hour .....	\$80.00	\$82.00	3%	
N. <u>Disposal Fees</u> .				
1. Just Oil, per gallon .....	\$0.27	\$0.28	4%	
2. Oil-Water Mix, per gallon .....	\$0.70	\$0.72	3%	
3. Net Disposal and/or Related Gear, per pound .....	\$0.15	\$0.155	3%	
4. Garbage, per pound .....	\$0.10	\$0.105	3%	
O. <u>Port Labor</u> . Includes administration staff.				
1. per hour; 1 hour minimum.....	\$45.50	\$46.75	3%	
2. Overtime. Any services required outside the established working hours, unless otherwise posted, will be charge at one and one-half times (1.5) the normal rate for labor. Per hour.....	\$68.25	\$70.25	3%	
P. <u>Pallet Charge</u> . Any Port owned pallet leaving yard, each. ....	\$5.00	\$5.15	3%	
Q. <u>Dredge Spoils</u> . Includes state fees. Per cubic yard. ....	---	\$2.00	n/a	

**Section 2. Bay Front Charges.** Per linear foot. All charges for greater length between dock and boat.

A. <u>Moorage.</u> Per linear foot.			
1.	Daily .....	*	\$0.42 *%
3.	Calendar Month .....	*	\$7.78 *%
4.	Semi-Annual .....	*	\$29.51 *%
5.	Annual .....	*	\$39.17 *%
6.	Liveaboard. Monthly rate by agreement only.		
	a. First person .....	\$45.50	\$47.00 3%
	b. Each Additional .....	\$39.50	\$40.75 3%
B. <u>Annual Parking Permit.</u> Rate effective for			
	calendar year starting July 1 <sup>st</sup> . Commercial		
	Fisherman only .....	--	\$20 0%

**Section 3. South Beach Charges.** Per linear foot. All charges for greater length between dock and boat except for F-Dock which is boat length only.

A. <u>Moorage.</u> Per linear foot.			
1.	Daily .....	*	\$0.60 *%
2.	Weekly.....	*	\$3.60 *%
3.	Calendar Month .....	*	\$9.22 *%
4.	Semi-Annual .....	*	\$33.97 *%
5.	Annual .....	*	\$53.75 *%
6.	Liveaboard. Monthly rate by agreement only.		
	a. First person .....	\$45.50	\$47.00 3%
	b. Each Additional .....	\$39.50	\$40.75 3%
B.	<u>Dock Box.</u> Per month .....	\$265	\$10.00 n/a
C.	<u>Electrical Upgrade.</u> From 20 to 30 amp. One		
	time .....	\$36	\$50 39%
D. <u>Launch Fee.</u>			
1.	Daily.....	\$6	\$6 0%
2.	Annual		
	a. Resident.....	\$55	\$55 0%
	b. Resident Senior.....	\$50	\$50 0%
	c. Non-resident .....	\$75	\$75 0%

**Section 4. Recreational Vehicle Park Fees.**

A. <u>Peak Season (Summer).</u> May 1 – October 31			
1.	Pull Throughs and View Sites.		
	a. Daily		
	i. Regular.....	\$43	\$43 0%
	ii. Good Sam .....	\$39	\$39 0%
	b. Weekly		
	i. Regular.....	\$261	\$261 0%

	ii. Good Sam .....	\$236	\$236	0%	
	c.....	Monthly Rate	\$783		\$738
2.	Perimeter Sites.				
	a. Daily				
	i. Regular.....	\$41	\$41	0%	
	ii. Good Sam .....	\$37	\$41	0%	
	b. Weekly				
	i. Regular.....	\$248	\$248	0%	
	ii. Good Sam .....	\$224	\$224	0%	
	c. Monthly Rate.....	\$743	\$743	0%	
3.	The Annex.				
	a. Daily .....	\$32	\$32	0%	
	b. Weekly.....	\$195	\$195	0%	
	c. Monthly.....	\$584	\$584	0%	
4.	Dry Camping.....	\$18	\$18	0%	
B.	<u>Off Season (Winter).</u> November 1 – April 30. Discounts during Seafood and Wine Festival.				
1.	Pull Throughs and View Sites.				
	a. Daily				
	i. Regular.....	\$37	\$37	0%	
	ii. Good Sam .....	\$34	\$34	0%	
	b. Weekly				
	i. Regular.....	\$221	\$221	0%	
	ii. Good Sam .....	\$200	\$200	0%	
	c. Monthly Rate.....	\$633	\$633	0%	
2.	Perimeter Sites.				
	a. Daily				
	i. Regular.....	\$33	\$33	0%	
	ii. Good Sam .....	\$30	\$30	0%	
	b. Weekly				
	i. Regular.....	\$201	\$201	0%	
	ii. Good Sam .....	\$182	\$182	0%	
	c. Monthly Rate.....	\$604	\$604	0%	
3.	The Annex.				
	a. Daily .....	\$32	\$32	0%	
	b. Weekly.....	\$195	\$195	0%	
	c. Monthly.....	\$584	\$584	0%	
4.	Dry Camping.....	\$18	\$18	0%	
C.	<u>Daily Tent.</u> Annex only .....	\$10	\$10	0%	
D.	<u>Pet Fee.</u> Charged additionally.				
	1. Daily. First pet free; each additional .....	\$2	\$2	0%	
	2. Weekly. First pet free; each additional.....	--	\$10	n/a	
	3. Monthly. Charged per pet including first .....	--	\$10	n/a	
E.	<u>Individual Fee.</u> First two people free; each additional person charged.				

1.	Daily.....	\$1	\$2	50%
2.	Weekly.....	--	\$10	n/a
3.	Monthly.....	--	\$30	n/a
F. <u>Vehicle Fee.</u> Any combination of three axeled pieces of equipment (i.e. trailer, fifth wheel, truck/car, storage trailer). Charged for fourth piece.				
1.	Daily.....	--	\$2	n/a
2.	Weekly.....	--	\$10	n/a
3.	Monthly.....	--	\$30	n/a
G. <u>Non-Refundable Reservation Fee.</u>				
1.	Before 72 hours.....	\$5	\$10	50%
2.	72 hours and after.....		first night's rate	
H. <u>Service Fee Reimbursement.</u> For electric pedestal amperage overloads. First service call included in base rate. All other service reimbursements may be charged at actual cost to port.....				
		--	\$75	n/a
I.	<u>Laundry Machines.</u> per load.....	\$1.00	\$2.00	50%
J. <u>Process Fees.</u> Any additional fees incurred by the Port as part of an eviction process.				
1.	Notice.....	--	\$50	0%
2.	FED Complaint.....	--	\$200	0%
3.	Court Hearing.....	--	\$165	0%
4.	Writ of Execution.....	--	\$140	0%

**Section 5. Civil Penalties.** Penalties found in PONFC (Sec. 7.4(a)). Paid in full.

A.	<u>Class A Violation.</u> Per day.....	\$1,000	--	n/a
1.	0-14 days, per day.....	---	\$300	n/a
2.	15-29 days, per day.....	--	\$600	n/a
3.	30+ days, per day.....	--	\$1,000	n/a
B.	<u>Class B Violation.</u> Per day.....	\$500	--	n/a
1.	0-14 days, per day.....	---	\$150	n/a
2.	15-29 days, per day.....	--	\$300	n/a
3.	30+ days, per day.....	--	\$500	n/a
C.	<u>Class C Violation.</u> Per day.....	\$100	--	n/a
1.	0-14 days, per day.....	---	\$30	n/a
2.	15-29 days, per day.....	--	\$60	n/a
3.	30+ days, per day.....	--	\$100	n/a
D.	<u>Class D Violation.</u> Per day.....	\$50	--	n/a
1.	0-14 days, per day.....	---	\$15	n/a
2.	15-29 days, per day.....	--	\$30	n/a
3.	30+ days, per day.....	--	\$50	n/a

**Section 6. Administrative Fees.** Staff may require payment or deposit in advance of service (ORS 192.440(4)(a)).

	OLD	NEW	+/-
A. <u>Copies</u> . Per page.....	25¢	25¢	0%
B. <u>Research</u> . Written request required. Hourly rate. ½-hr. min. ....	--	\$46.75	3%
C. <u>Computer Time</u> . Port operator. Hourly rate. ½-hr. min.....	--	\$46.75	3%
D. <u>Faxes</u> . Per Page			
1. Local.....	\$1.00	\$1.00	0%
2. Long Distance .....	\$1.50	\$1.50	0%
3. Incoming.....	\$1.00	\$1.00	0%
E. <u>Long Distance Phone Calls</u> .....	\$2.00	\$2.00	0%
F. <u>Lamination</u> . Per Page, letter size. ....	--	\$2	n/a
G. <u>Notice Posting</u> . For non-payment of lease or moorage .....	--	\$60	n/a
H. <u>Failure to Register</u> . For research related to unregistered boats.....	--	\$30	n/a
I. <u>South Beach Meeting Room</u> . Must be pre-arranged and authorized. Keys must be obtained and returned. Certain waivers .....	\$75	\$75	0%
J. <u>Returned Check Fee</u> . Plus bank fees. ....	--	\$25	0%
K. <u>Per Annum Interest Rate</u> . Applied to past due accounts.....	18%	18%	0%
L. <u>Collection Agency Mark-up</u> . Added to past due amount. (ORS 697.105).....	--	+40%	n/a
M. <u>POV Mileage Reimbursement Rate (IRS)</u> .....	current	current	0%
N. <u>Travel Reimbursement Rates</u> follow current IRS per diem rates ( <a href="http://www.gsa.gov/portal/category/104711">http://www.gsa.gov/portal/category/104711</a> ) .....	current	current	0%

**Section 7. Insurance Certificate Limits.**

A. <u>Leases/Tenants</u> .			
1. Each Occurrence .....	---	\$1.7MM	n/a
2. Damaged to Rented Premises (each occurrence).....	---	\$300,000	n/a
3. Medical Expense (any one person) .....	---	\$5,000	n/a
4. Personal & Adverse Injury .....	---	\$1.7MM	n/a
5. General Aggregate .....	---	\$1.7MM	n/a
6. Products – Comp/OpAgg .....	---	\$1.7MM	n/a
B. <u>Moorage/Vessels</u> .			
1. Commercial Vessels			
a. General Liability			
i. Protection & Indemnity / Wreck Removal	\$300k	\$250k	-17%
ii. Pollution Coverage .....	\$300k	\$300k	0%
2. Recreational Vessels			
a. General Liability			
i. Ocean Marine Liability / Wreck Removal	\$300k	\$250k	-17%
ii. Pollution Coverage .....	\$300k	\$300k	0%



**Section 8. Retails Sales, Gift Certificates, Promotions, Sponsorships and Sundries.** The Commission delegates to Manager the ability to set prices for sundries, cards, magnets, cups, DVDs, gift certificates, coupons, promotions, advertising, sponsorships and other retail and marketing items.

**Section 9. Delegation of Responsibility.** The Commission delegates to Manager the ability to adjust these rates on a temporary basis to better manage services at the Port of Newport. Any adjustments to these rates will be reported to the Commission at its next regular meeting.

**Section 10. Annual Review.** The Commission, through assistance by Port staff, shall annually review and adopt a new rate, fees and charges resolution prior to the subsequent budget's adoption.

**Section 11. Repealer.** All previous rates and/or rate resolutions are hereby repealed.

**APPROVED AND ADOPTED BY THE BOARD OF COMMISSIONERS** this \_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
JoAnn Barton, President

ATTEST:

\_\_\_\_\_  
Walter Chuck, Secretary/Treasurer

# Port of Newport

## Future Debt Service Requirements

<u>Years</u>	<u>Principal &amp; Int</u>
2015-16	637,677
2016-17	678,267
2017-18	675,779
2018-19	673,662
2019-20	650,234
2020-21	647,984
2021-22	646,609
2022-23	648,884
2023-24	650,859
2024-25	643,722
2025-26	715,717
2026-27	553,969
2027-28	552,594
2028-29	555,825
2029-30	553,659
2030-31	374,074
2031-32	376,033
2032-33	281,362
2033-34	279,262

**Port of Newport Operating Fund**  
**Year-to-Date Budget Variance**  
July 2013 through March 2014

	<u>Jul '13 - Mar 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
Lease Revenues	442,332.89	535,500.00	-93,167.11	82.6%
Moorage	805,113.50	1,082,000.00	-276,886.50	74.41%
Shipping Terminal Revenues	6,519.20	3,500.00	3,019.20	186.26%
Hoist Dock & Services	336,899.06	335,500.00	1,399.06	100.42%
RV Parks	478,372.01	528,300.00	-49,927.99	90.55%
Launch Ramp & Trailer Storage	44,779.00	58,000.00	-13,221.00	77.21%
Miscellaneous Revenue	24,551.60	40,000.00	-15,448.40	61.38%
Property & Dredge Sales	608.00	0.00	608.00	100.0%
Grant & Loan Proceeds	1,938.58	527,200.00	-525,261.42	0.37%
Property Tax Revenue	92,055.64	89,000.00	3,055.64	103.43%
Interest Income	2,121.81	2,500.00	-378.19	84.87%
<b>Total Income</b>	<u>2,235,291.29</u>	<u>3,201,500.00</u>	<u>-966,208.71</u>	<u>69.82%</u>
<b>Expense</b>				
Salaries & Wages	518,704.20	800,000.00	-281,295.80	64.84%
Payroll Taxes & Benefits	201,557.81	381,000.00	-179,442.19	52.9%
Insurance	111,586.17	187,000.00	-75,413.83	59.67%
Professional Fees	75,593.21	115,000.00	-39,406.79	65.73%
Marketing & Promotion	13,898.38	32,000.00	-18,101.62	43.43%
Dues & Subscriptions	15,730.43	16,000.00	-269.57	98.32%
Education & Training	3,923.82	5,000.00	-1,076.18	78.48%
Travel	10,521.81	16,000.00	-5,478.19	65.76%
Office Expenses	24,931.05	65,000.00	-40,068.95	38.36%
Bank Fees	19,762.13	26,000.00	-6,237.87	76.01%
License & Permit Fees	6,651.75	5,000.00	1,651.75	133.04%
Utilities	302,627.32	450,000.00	-147,372.68	67.25%
Contract & Support Services	165,349.06	159,000.00	6,349.06	103.99%
Repairs & Maintenance	59,574.26	178,000.00	-118,425.74	33.47%
Equipment & Small Tools	5,592.15	10,300.00	-4,707.85	54.29%
Operating Supplies & Fuel	59,585.53	69,300.00	-9,714.47	85.98%
Shipping Expenses	0.00	2,560.00	-2,560.00	0.0%
DSL & State Land Fees	23,387.95	24,000.00	-612.05	97.45%
Building & Land leases	9,664.00	12,540.00	-2,876.00	77.07%
Grants & Other	34,826.19	64,300.00	-29,473.81	54.16%
<b>Total Expense</b>	<u>1,663,467.22</u>	<u>2,618,000.00</u>	<u>-954,532.78</u>	<u>63.54%</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Fund Transfers In	25,000.00	25,000.00	0.00	100.0%
<b>Total Other Income</b>	<u>25,000.00</u>	<u>25,000.00</u>	<u>0.00</u>	<u>100.0%</u>
<b>Other Expense</b>				
Debt Service	289,650.22	445,000.00	-155,349.78	65.09%
Capital - Current Year Costs	0.00	637,500.00	-637,500.00	0.0%
<b>Total Other Expense</b>	<u>289,650.22</u>	<u>1,082,500.00</u>	<u>-792,849.78</u>	<u>26.76%</u>
<b>Operating Income</b>	<u>307,173.85</u>	<u>-474,000.00</u>	<u>781,173.85</u>	<u>-64.81%</u>

**Port of Newport - NOAA Fund**  
**Year-to-Date Budget Variance**  
 July 2013 through March 2014

	<u>Jul '13 - Mar 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
Lease Income	1,903,473.27	2,535,000.00	-631,526.73	75.09%
Interest Income	7,869.70	10,000.00	-2,130.30	78.7%
Misc Income	0.00	100,000.00	-100,000.00	0.0%
<b>Total Income</b>	<u>1,911,342.97</u>	<u>2,645,000.00</u>	<u>-733,657.03</u>	<u>72.26%</u>
<b>Expense</b>				
Salary, Wages & Benefits	75,088.38	104,980.00	-29,891.62	71.53%
Insurance	94,302.68	139,725.00	-45,422.32	67.49%
Professional Services	943.00	12,000.00	-11,057.00	7.86%
Office & Admin Expenses	3,476.79	17,000.00	-13,523.21	20.45%
Grants & Other	0.00	37,500.00	-37,500.00	0.0%
Licenses & Permits	947.00	2,500.00	-1,553.00	37.88%
Contracted Services	59,633.97	83,100.00	-23,466.03	71.76%
Dredging	258,889.76	250,000.00	8,889.76	103.56%
Utilities	6,481.18	10,755.00	-4,273.82	60.26%
Materials and Supplies	5,771.43	20,800.00	-15,028.57	27.75%
Fuel (Gas, Diesel, Oil, Lubes)	804.42	1,350.00	-545.58	59.59%
Small Tools & Equipment	650.04	2,500.00	-1,849.96	26.0%
Equipment Rental	556.00	1,250.00	-694.00	44.48%
Office Rent & DSL Leases	10,809.02	12,000.00	-1,190.98	90.08%
<b>Total Expense</b>	<u>518,353.67</u>	<u>695,460.00</u>	<u>-177,106.33</u>	<u>74.53%</u>
<b>Other Income/Expense</b>				
Other Expense				
Capital Expenses	0.00	0.00	0.00	0.0%
Fund Transfers Out	218,870.00	220,000.00	-1,130.00	99.49%
Debt Service	2,000,433.76	2,000,434.00	-0.24	100.0%
<b>Total Other Expense</b>	<u>2,219,303.76</u>	<u>2,220,434.00</u>	<u>-1,130.24</u>	<u>99.95%</u>
<b>Operating Income</b>	<u><u>-826,314.46</u></u>	<u><u>-270,894.00</u></u>	<u><u>-555,420.46</u></u>	<u><u>305.03%</u></u>

# BUDGET PROJECT PRIORITY LIST FOR FISCAL YEAR 2014-15

for projects over \$5,000

## GENERAL FUND

RNK	CRITERIA	PROJECT	COST	RESOURCE	NET
1	BEA	New Docks on Dock 7 (KB)	\$3,400,000	\$3,400,000	\$0
2	BACE	Hoist Dock Replacement (KB)	\$637,500	\$510,000	\$127,500
3	BCD	New Customs Building (KG)	\$125,000	\$93,750	\$31,250
4	D	Terminal Warehouse/Tenants Imps (JD/All)	\$20,000		\$20,000
5	DA	A/E Admin Office (KG)	\$15,000		\$15,000
8	E	North SB Restroom Siding (CU)	\$5,000		\$5,000
9	C	Washer(x7)/Drier(x7)(CU)	\$16,000		\$16,000
10	C	System-wide Communication Upgrades (PA)	\$10,000		\$10,000
11	EA	Dock 5 Whaler Replacement (KG)	\$40,000		\$40,000
12	E	Electrical work on Port Dock 7 (KB)	\$11,000		\$11,000
13	EA	Dock 5 Pier/Piling Engineering Study (KB)	\$20,000		\$20,000
14	FE	IT Landscaping/Groundskeeping (JD)	\$5,000		\$5,000
15	EA	Service Dock (CU)	\$33,000		\$33,000
17	FE	Landscaping in RV Park (CU)	\$20,000		\$20,000
add		Dredge Reserve (KB/CU)	\$10,000		\$10,000
18	G	Work Truck (KB)	\$20,000		\$20,000
6	CA	Gravel Grassy Area on Dock 7 (KB)	\$10,000		\$10,000
7	CE	System-wide Tugboat Improvements (All)	\$10,000		\$10,000
16	G	Fish Table (CU)	\$46,000		\$46,000
					\$449,750

## NOAA FUND

1	DE	NOAA Painting (RF)	\$48,000		\$48,000
		RECOMMENDED PROJECTS TO BE REMOVED FROM LAST YEAR			
		Painting SB Marina Store			
		Replace A/B Water Meters at SB Marina Docks			
		Painting SB Maintenance Shop			
		Electrical work on Port Dock 7			
		Sandblast Bayfront Restrooms			

### PRIORITY CONSIDERATIONS:

- A. Capital Facilities Plan Priority
- B. Outside Resources/Leverage available
- C. Direct Income Producers/Expense Savers (efficiencies)
- D. Legal Requirements (obligated to act)
- E. Safety/Preventitive
- F. Beautification
- G. New Need