### PORT OF NEWPORT COMMISSION WORK SESSION AGENDA

Thursday, January 24, 2019, 12:00 pm South Beach Activities Room 2120 SE Marine Science Drive, Newport, OR 97365

If you want to comment on a particular agenda item during the meeting, please complete a comment form and submit before the meeting is called to order.

- I. Call to Order
- II. Public Comment (3 minute limit per person)
- III. Discussion and development of material for conversations concerning HB2284
- IV. Public Comment (3 minute limit per person)
- V. Adjournment

Regular monthly meetings are scheduled for the fourth Tuesday of every month at 6:00 p.m.

The Port of Newport South Beach Marina and RV Park Activity 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.

Link for directions to the RV Park Activity Room: http://portofnewport.com/rv-parks/map.php

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### **Fiscal Facts**

- Over the past 5 fiscal years the Port's auditor has issued an unqualified or "clean" opinion with each
  audit report meaning the auditor has concluded that the Port's financial statements present fairly the
  results of the Port's operations and its financial position according to generally accepted accounting
  principles.
- The Port is in sound fiscal condition. The fiscal year 2016-17 audit report documents a budgetary basis net income of \$113,706. With the required accounting adjustments for capital asset and long-term debt activity the Port's net position changed by (\$826,801).

### **Current Projects**

Capital maintenance and repair projects scheduled for completion this fiscal year are completed or are well underway. The total budget for these projects is \$402,606.

- Port Dock 5 pier approach project is shovel ready, with 3 required rounds of engineering and extensive permitting requirements satisfied, and we are awaiting final plans. A grant application for 50% of this projects funding will be submitted to the Economic Development Administration and will include over 18 letters of support from other governmental bodies and private businesses.

  Funds budgeted for this project \$86,625
- Rogue Brewery seawall preliminary evaluation and analysis is complete, further analysis was recommended to determine repair methods.
   Funds budgeted for this project \$10,000
- Conceptual redesign of the South Beach RV Park Annex is in the bidding phase. This area of the RV Park will be renovated and enhanced.
   Funds budgeted for this project \$18,000
- Replacement of the electrical load centers at the recreational marina are out for bid. *Funds budgeted for this project* \$38,000
- Waste Water Pump Station replacement at the recreational marina is complete. Funds budgeted for this project \$16,000
- Fuel dock solenoid valve replacement and fuel pump safety improvements at the recreational marina are complete.

Funds budgeted for this project \$15,000

- Hoist dock 110v additions at the commercial marina are complete. This project included additional 20 amp circuits with 32 new 110V receptacles. *Funds budgeted to this project \$12,981*
- Replacement of steel pile caps at NOAA is in progress.

 $Funds\ budgeted\ to\ this\ project\ \$6,000$ 

• Camel system repairs at NOAA are projected for April/May. Funds budgeted to this project \$80,000

• Replacement of 12 pilings on Port Docks 5 & 7 are being delayed, and will piggyback on the Port Dock 5 pier approach project in order to maximize material and mobilization costs. Funds budgeted to this project \$120,000

### **Leadership**

In the past 6 months the current Commission has become a cohesive, unified board, speaking with one voice. Upon realization and acknowledgement of hiring an unsuitable individual as General Manager in March 2018, the Commission took thoughtful corrective action in the hiring of an interim General Manager, to allow them to take the time to make a better, more suitable selection of a permanent GM. Recruitment for the GM position, and the position of Director of Finance and Business Services, are a priority and are well under way. The Port has received applications from several well-qualified individuals for the Director of Finance position, with telephone interviews anticipated at the end of January. General Manager interviews are planned for March 4<sup>th</sup>.

An update of the Port's Strategic Business Plan and Capital Facilities Plan is on track to be complete by mid-March. Upon successful completion of this plan, the Port will enter into an Intergovernmental Agreement with Business Oregon. Through this business relationship with Business Oregon, the Port will have access to funding through the State of Oregon.



### **Newport International Terminal**

Per audited financial statements the actual cost of the International Terminal project was \$25,887,410 funded in part by \$15,452,000 in G.O. Bonds resulting from the passage of ballot measure 21-114 and \$5,586,600 in loans from the State of Oregon. The balance of \$4,848,810 \* was funded through grants and Port funds.

\$7,800,000\* of the project funds were expended on remediation work at the Terminal.

### **International Terminal Revenue**

Fiscal Year	Moorage	Services	Storage	Allocated Lease Revenues **	Total
2018-19*	\$ 50,868	\$ 99,520	\$ 70,234	\$ 69,985	\$ 290,607
2017-18	\$ 85,602	\$ 171,893	\$ 130,845	\$ 138,707	\$ 527,047
2016-17	\$ 111,743	\$ 233,050	\$ 121,621	\$ 128,107	\$ 594,521
2015-16	\$ 94,570	\$ 150,044	\$ 131,515	\$ 123,887	\$ 500,016
2014-15	\$ 74,750	\$ 140,131	\$ 73,552	\$ 122,010	\$ 410,443
2013-14	\$ 77,935	\$ 93,217	\$ 58,787	\$ 121,411	\$ 351,350
Totals	\$ 495,468	\$ 887,855	\$ 586,554	\$ 704,107	\$ 2,673,984

<sup>\*</sup> Fiscal year-to-date as of January 10, 2019. \*\*Represents an allocation of 20% of gross lease revenues.

### Possible revenue targets for NIT:

- \$155K additional annual revenue would allow the NIT to break-even on a cash-basis
  - This option does not cover ANY repair and replacement costs. Does not leverage the use of the bond levy.
- \$450K additional annual revenue would be a reasonable estimate to cover long-term repair and replacement (capital improvement costs divided over 35 years)
- \$750K additional annual revenue (over 25 years) to result in a full payback of the amount invested for the project.
- \$850K additional annual revenue (over 25 years) to result in fully payback and a 10% ROI.
- \$1.14M additional annual revenue would allow us to break-even on the NIT, after the removal of the bond levy. This should definitely be the long-term goal. This option allows us to take the proceeds

<sup>\*</sup>Information based on cost estimates and source funding estimates contained in Port of Newport International Terminal Renovation Project Economic Analysis of Completion Phase, dated January 2012 and prepared by The Research Group, Day CPM and Digital Video Designs for the Port Commission.

from the tax payers and leverage it for future capital improvement projects. We don't need to be here tomorrow, but it should be the target.

Prepared for Commission discussion and edits, January 24, 2019



Estimate of Reconciliation of Revenues and Expenses (Budgetary Basis) to the Statement of Revenues, Expenses, and Changes in Net Position for the Year Ended June 30, 2018

Budgetary Basis	Revenues			Expenses	Net	
GOF	\$	4,102,932	\$	3,733,109	\$	369,823
BDF		980,855		871,780		109,075
FMRF		160,110		101,387		58,723
CF		127		11,035		(10,908)
NOAA		2,546,691		2,334,295		212,396
Total	\$	7,790,715	\$	7,051,606		739,109
	-				•	*
Financial Reporting Basis						
Capital Asset Activity						
Capital Outlay						222,730
Depreciation						(3,209,734)
Long-term Debt Activity						
<b>Principal Payments</b>						1,711,605
Accrued Interest						448,809
Advance Refunding						(20,807)
Loan Proceeds						(89,396)
Debt Issue Costs						53,872
GASB 68 Pension					1914	(105,570)
Change in Net Position						(249,382)
NET POSITION - Beginnin	g of	year		14 14		46,995,053
NET POSITION - End of ye	ear				\$	46,745,671

### PORT OF NEWPORT, OREGON

	Total Revenues				
Budgetary Basis					
General Operating Fund	\$ 4,063,603	\$ 3,886,201	\$ 177,402		
Bonded Debt Fund	983,812	1.036,740	(52,928)		
Facilities Maintenance Fund	60,161	61,616	(1,455)		
Construction Fund	26,503	52,892	(26,389)		
NOAA Lease Revenue Fund	2,544,392	2,527,316	17,076		
NOA Lease Nevende Fund	2,011,002	2,027,010			
Total budgetary basis	\$ 7.678,471	\$ 7.564.765	113,706		
Add (Deduct) Items to Reconcile to Net					
Income on a Financial Reporting Basis					
Capital asset activity					
Capital outlay			781,635		
Depreciation			(3,206,692)		
Payment of long-term debt			1,757,204		
Accrued interest expense			10,866		
Advance refund amortization			(20,807)		
Loan proceeds			(210,295)		
Debt issue costs			53,872		
Pension			(105,570)		
Change in net position			(826,081)		
NET POSITION - Beginning of year			47,785,214		
Prior period adjustment			35,920		
NET POSITION - Revised beginning of year			47,821,134		
NET POSITION - End of year			\$ 46,995,053		

### PORT OF NEWPORT, OREGON

	Total	Total			
	Revenues	Expenditures	Net		
Budgetary Basis					
General Operating Fund	\$ 3,455,055	\$ 2,997,952	\$ 457,103		
Bonded Debt Fund	9,325,925	9,104,923	221,002		
Facilities Maintenance Fund	125,185	99,785	25,400		
Construction Fund	376	104,414	(104,038)		
NOAA Lease Revenue Fund	2,566,555	2,403,704	162,851		
			700.040		
Total budgetary basis	<u>\$ 15.473.096</u>	\$ 14.710.778	762,318		
Add (Deduct) Items to Reconcile to Net Income on a Financial Reporting Basis Capital asset activity					
Capital outlay			204,846		
Depreciation			(3,267,515)		
Payment of long-term debt			1,486,629		
Accrued interest			27,922		
Debt issue costs			(229,284)		
Amortization of bond premium/discount			(18,134)		
Pension			(123,449)		
Change in net position			(1,156,667)		
NET POSITION - Beginning of year			48,941,881		
NET POSITION - End of year			\$ 47,785,214		

### PORT OF NEWPORT. OREGON

	Total Revenues	Total Expenditures	Net		
Budgetary Basis					
General Operating Fund	\$ 3,280,421	\$ 2,786,045	\$ 494,376		
Bonded Debt Fund	963,307	917,573	45,734		
Facilities Maintenance Fund	140	118,358	(118,218)		
Construction Fund	194,361	761,898	(567,537)		
NOAA Lease Revenue Fund	2,547,961	2,533,817	14,144		
Total budgetary basis	\$ 6,986,190	\$ 7,117,691	(131,501)		
Add (Deduct) Items to Reconcile to Net					
Income on a Financial Reporting Basis					
Payment of long-term debt			1,383,371		
Capital outlay			918,923		
Accrued interest			676		
Amortization of bond premium/discount			(18,323)		
Depreciation			(3,325,972)		
Pension			184,929		
Change in net position			(987,897)		
NET POSITION - Beginning of year					
As originally stated			50,288,672		
Prior period adjustment - pension			(358,894)		
As restated			49,929,778		
NET POSITION - End of year			\$ 48,941,881		
Communication   Communicati					

### PORT OF NEWPORT. OREGON

	Total Revenue	Total s Expenditures	Net		
Budgetary Basis					
General Operating Fund	\$ 3,192,	181 \$ 2,830,708	\$ 361,473		
Bonded Debt Fund	973,0	037 918,073	54,964		
Facilities Maintenance Fund	194,0		70,307		
Construction Fund	2,4	475 463,841	(461,366)		
NOAA Lease Revenue Fund	2,549,	143 2,826,598	(277,455)		
Total budgetary basis	\$ 6,910.	879 \$ 7,162,956	(252,077)		
Add (Deduct) Items to Reconcile to Net					
Income on a Financial Reporting Basis					
Payment of long-term debt			1,249,578		
Capital outlay			615,169		
Capitalized interest			942,368		
Accrued interest			87,853		
Amortization of bond premium/discount			(4,243)		
Depreciation			(2,640,231)		
Change in net position			(1,583)		
NET POSITION - Beginning of year					
As originally stated			51,065,028		
Prior period adjustment - debt issue costs			(774,773)		
As restated			50,290,255		
NET POSITION - End of year			\$ 50,288,672		
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### **PORT OF NEWPORT, OREGON**

### RECONCILIATION OF REVENUES AND EXPENDITURES TO CHANGES IN NET POSITION

### YEAR ENDED JUNE 30, 2013

BUDGETARY BASIS REVENUES AND	Re	venues	E	xpenditures		Revenues Over (Under) Expenditures
EXPENDITURES:						
General Operating Fund Bonded Debt Fund	\$ 2	,892,693	\$	5,552,959	\$	(2,660,266)
Facilities Maintenance Fund		793,076 58		917,523 51,060		(124,447) (51,002)
Construction Fund	1	,119,558		5,307,937		(4,188,379)
NOAA Lease Revenue Fund		,618,140		2,415,478		202,662
TOTAL	\$ 7	,423,525	\$	14,244,957		(6,821,432)
ADD (DEDUCT) ITEMS TO RECONCILE TO AN ENTERPRISE FUND REPORTING BASIS: Capital outlay expenditures capitalized Contributed capital Depreciation expense Interest expense capitalized, net						5,429,651 1,015,531 (2,170,102) 712,311
Payment of bonded debt and loan principal  Amortization of bond discount and issue costs						3,866,748 (60,440)
Change in accrued interest						5,903
Loss on sale of asset						(2,448)
Other					_	(3,442)
<b>CHANGES IN NET POSITION - GAAP</b>					\$	1,972,280

5 Year History of Operating Revenues

Operating revenue consists of all revenues from moorage and leases, RV Park activity South Beach Marina, Commercial Marina, and International Terminal services, and miscellaneous administrative fees.

	Operating	% Change from
Fiscal Year	Revenues	Prior Year
2017-18	6,379,654	6.0%
2016-17	6,015,855	1.9%
2015-16	5,905,853	0.8%
2014-15	5,858,447	5.0%
2013-14	5,581,973	6.0%

Sources: The Statement of Revenues, Expenses, and Changes in Net Position from each year's audit report respectively.

### **Newport International Terminal Facts**

The entrance channel on the Yaquina Bay Bar is a federal project that is maintained to 40' deep on the outer bar (at mean lower low water), then reducing to 30' deep inside the bar with a 30' deep turning basin inside Yaquina Bay. The turning basin adjacent to the International Terminal is 900' to 1200' feet wide, and 1400' long near McLean Point.

The clearance under the Yaquina Bay Bridge is 129' at mean high water (135' at mean low water.

The terminal is about 2.5 NM from the YB Buoy; transit time is less than an hour with a pilot aboard.

The shipping terminal & dock system consists of 860 linear feet of dock space, a two-ton fixed rotating hoist, paved asphalt surface storage, gravel surface storage, garbage & recycling collection, a storage & maintenance shop, tenant leased buildings, and an undeveloped 9 acre lot.



Figure 1 Port Property at the Newport International Terminal (other than leaseholders)

#### Berths:

The west berth is 525 feet long with a mooring dolphin to the west. This berth has four high performance rubber fenders evenly spaced along its length. The majority of the dock along this berth has a load rating of 750 psf, except for the far-east end, which has a load rating of 400 psf. Depths vary from 30-35' at Mean Lower Low Water.

The hoist berth is in the middle of and adjoins the west and east berth and is oriented basically north & south. This berth is 75 feet in length.

The east berth is 260 feet in length and accommodates shallower draft vessels than the west berth. Depths here range from 15 to 20 feet along the face of the dock. No loading is to be performed across the stern of the HENNEBIQUE, which is still in place just upland of the east berth.

Utilities at the berths include potable water and electricity. Electrical power available is single-phase 120 volts at 30 amps and three-phase 208 volts at 50 amps.

Table 1 International Terminal Renovation Project Source-Use Statement

		Actual a	and							
	Construction Item	Cost Estimate		GO Bond	Connect			Other	Additional	
No.	Description	Amount	Share	plus Interest	Oregon I	Brownsfield	Port	Grants	Financing	Total
1.0.0.0	Legal and financing	438,685	1.7%	438,685						438,685
2.0.0.0	Contract engineer and manager	4,475,000	17.5%	4,475,000				100,000		4,575,000
2.1.0.0	Design									
2.2.0.0	Construction management									
3.0.0.0	Construction	20,447,318	80.2%	10,978,174			950,000		3,880,000	20,347,318
3.1.0.0	General conditions	1,558,000								
3.2.0.0	Environmental recovery	7,800,000				1,700,000		63,944		
3.3.0.0	Backland sitework and utilities	2,291,000								
3.4.0.0	Docks	8,798,318								
3.4.1.0	East dock (32'x411')	3,559,098			2,775,200					
3.4.2.0	West dock (32'x400')	5,338,645								
3.4.2.1	Dock construction	4,734,645								
3.4.2.2	Cargo vessels moorings	604,000								

5.0.0.0 Total

4.0.0.0 Port administration

Checksum

Difference (Bond Interest)

Notes: 1. Legal and financing would include GO bond approval and sale costs, such as external attorney, bond counsel, notifications, etc. costs.

(466, 859)

15,891,859

15,425,000

2. Environmental recovery incudes remediation and removal of the SS Pasley, and remediation of the SS Hennebique.

0.6%

100%

3. Backland sitework and utilities includes building and other demolitions, ground work (stabilizations, filling, and leveling, and toppings for rock base and asphalt paving, concrete aprons), and utilities (water, power).

2,775,200

2,775,200

1,700,000

1,700,000

150,000

163,944

163,944

3,880,000

3,880,000

1,100,000

1,100,000

- 4. Docks includes both east, RO-RO, and west dockage work including shoreland armaments, piers and caps, tie backs, deckings, bull rail, etc.
- 5. Cargo vessel moorings includes fendering, dolphins, and other special construction to accommodate seawaymax size vessels.
- 6. Other Grants are project management through OECDD for \$100,000 and ESA/Remediation \$63,944.

150,000

25,511,003

150,000 25,511,003

25,511,003

J	Donfit				Prior Balance		018-19 Debt Service	Projected Balance	
Item #	Profit Center	Loan Details	Original Issue	Original Amount	6/30/2018	Principal	Interest	6/30/2019	Payoff Date
Genera	l Operatin	g Fund (GOF)							
1	ADM	OR Port Revolving Loan #520161 Serven building in South Beach 6% Interest, 20 years	1999	\$ 366,065	\$ 17,200	\$ 17,200	\$ 650	\$ -	6/15/2019
2	NIT	OR Special Public Works Loan #L00012 International Terminal dock remediation, geotechnical investigation, and engineering Project was funded with half grant, half loan. 6% Interest, 21 years	2004	86,683	41,922	5,005	2,515	36,917	12/1/2024
3	NIT	OR Special Public Works Loan #Q10001 EPA Coalition Brownfields Loan for remediation of hazardous materials at NIT 3% Interest, 21 years	2013	1,300,000	1,069,487	62,406	31,194	1,007,081	6/1/2032
4	NIT	OR Special Public Works Loan #L12005 International Terminal loan 3.87% Interest, 21 years	2013	3,000,000	2,567,225	118,860	99,352	2,448,365	7/1/2034
5	NIT	OR Business Development Loan International Terminal loan secured by promissory note with loan forgiveness of entire balance possible. No interest, 15 years	2012	400,000	400,000	40,000	-	360,000	Pending
6	SB - 74% NIT - 26%	Series 2013 FF&C Obligations RV Park debt refinancing New debt for International Terminal construction Interest varies between 2.45 - 3.5%, 20 years	2013	2,523,400 886,600 3,410,000	2,134,900 750,100 2,885,000	148,000 52,000 200,000	66,383 23,324 89,707	1,986,900 698,100 2,685,000	6/1/2034
7	NIT	Oregon Coast Bank #10032077 International Terminal buildings Variable Interest (6% minimum), 15 years	2014	412,352	323,997	24,236	19,059	299,761	7/15/2025

					Prior Balance	FY 20 Budgeted D		Projected Balance	
Item #	Profit Center	Loan Details	Original Issue	Original Amount	6/30/2018	Principal	Interest	6/30/2019	Payoff Date
8	СМ	Toyota Financial Services Capital lease for Commercial Marina forklift 4.3% interest, 5 years with \$1 buyout	2013	31,357	3,436	3,436	43	-	1/1/2019
9	СМ	<b>Toyota Financial Services</b> Capital lease for Commercial Marina forklift 4.5% interest, 5 years with \$1 buyout	2017	35,303	29,867	6,640	1,280	23,227	9/1/2022
10	NIT	Financial Pacific Leasing Capital lease for International Terminal forklift 5.2% interest, 5 years with \$1 buyout	2018	54,093	50,908	9,940	2,380	40,968	2/1/2023
11	NIT	City of Newport SDC #13743 Levied system development charges related to the building permit to develop a shipping yard 5.5% Interest, 20 years	2016	124,140	104,388	10,710	5,600	93,678	12/5/2035
12	SB	Oregon Brewing Company 49% of cost for South Beach multi-use area land improvements No interest, 5 years	2017	210,295	165,370	29,950	-	135,420	12/1/2021
		Subtotal General Operating Fund		\$ 9,430,288	\$ 7,658,800	\$ 528,383	\$ 251,780	\$ 7,130,417	

#### Long Term Debt

					Prior Balance		118-19 Debt Service	Projected Balance		
Item #	Profit Center	Loan Details	Original Issue	Original Amount	6/30/2018	<u>Principal</u>	Interest	6/30/2019	Payoff Date	
Bonded	d Debt Fur	nd (BDF)								
13	NIT	General Obligation Bond Series 2007 * To fund reconstruction and environmental clean-up of the International Terminal	2007	Refinanced June 2016						
14	NIT	General Obligation Bond Series 2008 * To fund reconstruction and environmental clean-up of the International Terminal	2008	Refinanced June 2016						
15	NIT	General Obligation Bond Series 2011 * To fund reconstruction and environmental clean-up of the International Terminal Interest varies between 2 - 5.5%, 30 years	2011	\$ 5,452,000	\$ 5,065,000	\$ 70,000	\$ 267,055	\$ 4,995,000	7/1/2041	
16	NIT	General Obligation Bond Series 2016 Refunding bond to refinance G.O. Bonds Series 2007 and 2008 Interest varies between 2 - 4%, 20 years	2016	7,610,000	7,320,000	270,000	273,900	7,050,000	1/1/2037	
		Subtotal Bonded Debt Fund		\$ 13,062,000	\$ 12,385,000	\$ 340,000	\$ 540,955	\$ 12,045,000		

<sup>\*</sup> G.O. Bonds Series 2007 and 2008 were refinanced with the issue of the Refunding Bonds Series 2016. The Port realized a present net value savings of approximately \$944,963.

The original amounts of the G.O. Bonds resulting from the passage of Ballot Measure 21-114 to fund port marine terminal reconstruction and environmental protection were as follows:

G.O Bonds	Oriç	Original Amount		
Series 2007	\$	5,000,000		
Series 2008		5,000,000		
Series 2011		5,452,000		
Total	\$	15,452,000		



					Prior Balance	FY 2018-19 Budgeted Debt Service		Projected Balance	
	Profit		Original	Original					
Item #	Center	Loan Details	Issue	Amount	6/30/2018	Principal	Interest	6/30/2019	Payoff Date



	erm Debt				Prior Balance	FY 2018-19 Budgeted Debt Service		Projected Balance	
Item #	Profit Center	Loan Details	Original Issue	Original Amount	6/30/2018	Principal	Interest	6/30/2019	Payoff Date
NOAA I	_ease Rev	enue Fund (NOAA)							
17	NOAA	Revenue Bond Series 2010 Construction of NOAA Marine Operations Center-Pacific secured by lease revenue Interest varies between 3 - 6.125%, 20 years	2010	\$ 24,095,000	\$ 19,105,000	\$ 945,000	\$ 1,052,271	\$ 18,160,000	7/1/2032
		Subtotal NOAA Lease Revenue Fund		\$ 24,095,000	\$ 19,105,000	\$ 945,000	\$ 1,052,271	\$ 18,160,000	
		Total		\$ 46,587,288	\$ 39,148,800			\$ 37,335,417	