



BUDGET
Fiscal
Year
2020-2021

Prepared By
Port of
Newport
Finance Department

PORT OF NEWPORT
BUDGET COMMITTEE MEETING AGENDA

Tuesday, May 12, 2020, 8:00 a.m.

Via Zoom Video Conference:

FREEHOLDER MEMBERS:

Fred Postlewait, David Smith, Jeffrey Johnson, Mark Farley, Rex Capri.

PORT COMMISSION MEMBERS:

Jim Burke, Vice President; Walter Chuck, Secretary/Treasurer; Jeff Lackey; Gil Sylvia, Vacant.

BUDGET OFFICER: Paula J. Miranda, General Manager

- I. Call to Order/Introductions – Jim Burke
- II. Election of Budget Committee Chair

SAMPLE MOTION: I move to select [enter name] as Budget Committee President.

- III. Budget Message, Paula Miranda.....7
- IV. Overview of Proposed Budget with Committee, Brown.....11
- V. Departmental Review
 - 1. Administration and South Beach RV, Brown17
 - 2. Operations, Bretz.....19
- VI. Major Projects Overview, Miranda.....24
- VII. Concluding comments
- VIII. Committee Discussion of Budget
- IX. Public Questions/Comments (5 minute limit per person)
- X. Approval of Budget (or schedule additional meeting)

SAMPLE MOTION: I move that the Budget Committee approve the proposed budget [as presented/amended] for the 2020-2021 fiscal year.

- XI. 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 (0.0609) per \$1,000.00 of assessed value for operating purposes in the General Operating Fund and in the fixed amount of eight-hundred-thousand U.S. Dollars (i.e. \$800,000.00) for payment of general obligation bond principal and interest in the Bonded Debt Fund for the 2020-2021 fiscal year.

What the Budget Committee Does

- ▶ Receives the budget document
- ▶ Hears the budget message
- ▶ Hears & considers public comment
- ▶ Discusses and revises the budget as needed
- ▶ Approves the budget
- ▶ Approves the property taxes

What is a Quorum?

A majority of committee members present.

For purposes of this budget meeting a minimum of 6 budget committee members (includes commissioners and appointed members) must be present in order to have a quorum.



Budget Message

DATE: May 12, 2020
RE: 2020-2021 Fiscal Year Proposed Budget
TO: Port of Newport Budget Committee
ISSUED BY: Paula Miranda, General Manager

The implementation of travel restrictions has made this one of the most difficult times to prepare a budget. There are many unknowns, how long will travel restrictions and social distancing last, will an outbreak of the virus occur in the fall, and what will be the effect on the Port and other businesses.

The proposed budget figures assumes that travel will continue to be restricted through late May 2020, and begin opening up for the new fiscal year. The revenue estimates (resources) and expenses (requirements) are for the period beginning July 1, 2020, ending June 30, 2021. Revenue forecasts, specifically in South Beach, have been revised downward to reflect cancellations, and some new reservations. The Port staff began capturing cancellations data due to COVID-19 in January. To determine revenues, expenses, and projects the port reviewed a four (4) year history, worked with harbor masters, and supervisors to gain a best estimate of expenses for the upcoming year.

The Port Commission held a four (4) hour public work session on March 18 to begin prioritize projects. Port staff began to prioritize the General Operating Fund based on some of commissioners input, The NOAA fund list are required by contract and are therefore in no specific order.

The proposed budget document is divided into five separate funds: NOAA Lease Revenue Fund, Facilities Maintenance Reserve Fund, Capital Reserve Fund, Bonded Debt Fund, NOAA Capital Maintenance Reserve Fund, and General Operating Fund.

All day-to-day operations are accounted for in the General Operating and NOAA Funds.

HIGHLIGHTS

Resources: The Port is budgeted to kick off FY 2020-2021 with a healthy net working capital in the General Operating Fund of more than \$4 million, and more than \$9 million in total funds. One of the projects that was budgeted for in the 2019-2020 budget (Port Dock 5 Pier) was not accomplished due to a delay in issuing a federal grant, the port has now accepted the grant and is looking forward to complete this project. You will see increases in some revenue categories,

these increases are an effort to provide more realistic projections, additional moorage resources are projected as a direct result of a strategic rate increase at the Commercial Marina. The purpose of this rate increase was to upgrade the electrical systems in the Commercial Marina, these funds are being set aside to complete this project. There are some distinct decreased resources as a result of the uncertainty surrounding the COVID-19 pandemic which include the boat ramp and RV park revenues.

In Fiscal year 2020, staff recognized that rates had not been increased at the international Terminal since the Tariff was published in 2014. Those rates increases in the FY 2019-2020 budget and made a significant difference in performance of the Port. In FY 2020-2021 we have budgeted a 4% rate increase for most areas to cover inflationary costs. The exception is the Commercial Marina where, during a Commercial Fishing Users Group, the Port reached an agreement with commercial fishermen for 3 consecutive rate increases of 10% starting in FY 2019-2020 in order generate funding over for electrical upgrades at Port Docks 5 and 7. The three year plan is for the Port to set aside \$65,000 each year to match the moorage rate increase contribution to the electrical upgrade project fund. The total cost of the electrical upgrades is estimated to be \$655,000. The planning for the electrical engineering for the upgrade is in the current year budget, we hope to receive some grant monies for this project. This particular project needs to occur to demonstrate to the commercial fishermen that we keep our promises to them.

This past year the Port refinanced GO and NOAA bonds. Over the life of the GO bonds the port will realize Net PV savings of \$802,184 (16.5%), as a result, taxpayers will see lower taxes, and it could not come at a better time. The NOAA lease revenue bonds refinancing resulted in Net PV savings of \$2,548,900 (14.85%) over the life of the bonds or \$16,400 monthly, these saving will be placed annually in a reserve account, to be used for critical projects moving forward.

Expenditures:

For those of you familiar with last year's budget document, you will note some changes. For transparency purposes the Port broke out costs by profit/cost center (Administrative, South Beach, Commercial Marina, and International Terminal). The port has also listed the capital expenditures for each profit or cost center, these costs all roll up into an the financial summary.

Here are some highlights of expenditures:

In alignment with the strategic plan and based on a salary survey prepared by HR Answers, salaries for staff have been increased to market rates. The proposed salary scale place staff at or above minimums identified in the salary survey. The updated wages are an important component in avoiding the high cost of staff turnover.

The Professional Fees budgeted expenditures include: Communication this is a critical effort to more effectively communicate what and how the Port is doing to those living within the Port district; consultants to assist with grant writing, an ERP consultant to assist with issuing an RFI/RFP for a much needed financial system; a consultant to begin drafting a plan for the International Terminal; and a consultant begin the work of the Annex reconfiguration. The support and bandwidth these consultants bring to the staff is anticipated to help generate revenue and generate business opportunities identified in the Strategic Business Plan, and will assist in diversifying revenue streams.

Two and a half years of design and engineering for the replacement of the Port Dock 5 Pier has culminated in a fully designed and permitted project with an estimated cost about \$2,400,000. To help defray this cost, the Port has received an Economic Development Administration grant in an amount of nearly \$1.2 million. As mentioned earlier, the port will continue to apply for many

additional state, local and federal grants to fund many of the projects listed in this budget, this is important as the Port begins to plan one its most important projects ever, the redesign and replacement of Port Dock 7.

Additional projects of note, the Port plans on building a new facility to house staff, eventually staff will move out of the temporary building which they have occupied since before 2012. Other critical projects for the Port - replace the current server that has been operating since 2012, complete a study of the Rogue seawall, relocate electrical wiring for hoist, and complete a dredging study.

Budgeted capital equipment purchases include the replacement of coin-operated dryers at the South Beach Marina/RV Park the revenue from the dryers will result in a quick return on investment, replace an aging forklift, the monthly cost of maintaining the forklift is becoming very high. The total amount budgeted for these expenditures is identified in your general fund projects list.

If, on the capital projects list, a portion of funding is reliant on a grant, a project will not move forward if grant funds are not obtained.

Alignment with the Strategic Business Plan: This proposed budget aligns with the action plan included in the recently completed Strategic Business Plan and Capital Facilities Plan. In addition the Port General Manager is engaging in the development of a plan for future business development and diversification of revenue streams at the International Terminal. Identifying the parameters under which the port must operate, then identifying target markets, leading to specific prospects requires unique knowledge, we are recommending that an outside firm assist in the development of a plan will require outside support and stakeholder involvement. Identifying a mix of uses and opportunities that will lead to maximizing use of the Terminal and adjacent Port-owned property is essential. This plan will lay the ground work for those conversations and research.

Other items on the action plan list will be accomplished in future years as budget and other funding allows.

CONCLUSION

We have included the proposed budget for FY 2020-2021 in your packet. It is my recommendation to the Budget Committee for approval. Some of the projects and budget are dependent on grant funding, if the project is not included in this budget, no grant funding will be given, however, if we apply for a grant, and still do not receive funding the project will not move forward. This budget includes reviewed recommendations from Port staff and additional recommendations from the Port Commission. As Budget Committee members, you may adjust the proposed budget. Once you determine the budget meets with your approval, the Port Commission is not authorized to adjust the budget by more than 10% without recommending and approving a supplemental budget.

The Port staff is focused on efficiency, reducing costs, creativity, and generating revenue wherever possible to support the Port and its stakeholders. As such, the staff will spend only those resources needed to manage, enhance, and maintain Port operations and activities to generate a more diversified revenue stream.

Many thanks to the Port Commission for their focus and input on the budget preparation and to the staff for their commitment to moving the Port forward every day.

LB 1 Budget Overview

FORM LB-1	PORT OF NEWPORT NOTICE OF BUDGET HEARING				
<p>A public meeting of the Budget Committee of the Port of Newport, Lincoln County, State of Oregon, to discuss the budget for the fiscal year July 1, 2020, to June 30, 2021, will be held virtually through Zoom Meetings. You can view the live stream of this meeting on our YouTube Channel, Port of Newport Commission Meeting Audio, https://www.youtube.com/channel/UCCAc3VCV9Y4coXK7pUXAIQ/videos. Live chat will not be monitored. To submit public comment in advance of the meeting, you can submit it by completing the form on our website: https://www.portofnewport.com/public-comment-april-28-2020-regular-commission-meeting no later than 4:00 pm on Monday, May 11th. https://www.portofnewport.com/public-comment-april-28-2020-regular-commission-meeting. Your comment, up to 3 minutes, will be read into the meeting at the appropriate time. If you wish to comment during the meeting, you can join here: https://us02web.zoom.us/j/87279827885. If you are unable to join via computer, or do not have speakers or a microphone on your computer, you can dial in for audio. Call (669) 900-6833 or (646) 558-8656 and enter ID 872 7982 7885. Note that everyone will be muted by default. You will be admitted to the waiting room until it is time for you to comment. If you are following the meeting on YouTube, please mute the video when it's your turn to speak. The meeting will take place on May 12, 2019, at 8:00 AM.</p>					
Contact: Mark A. Brown, Director of Finance	Telephone: 541-265-7758	Email: dirfin@portofnewport.com			

FINANCIAL SUMMARY - RESOURCES					
TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Proposed	Approved	Adopted Budget
	2018-2019	This Year 2019-20	Next Year 2020-21	Next Year 2020-21	Next Year 2020-21
1 Beginning Fund Balance/Net Working Capital	9,191,836	8,362,500	9,491,593	0	0
2 Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	7,034,081	6,986,000	7,217,300	0	0
3 Federal, State and All Other Grants, Gifts, Allocations and Donations	640,502	1,456,300	3,311,679	0	0
4 Revenue from Bonds and Other Debt	0	0	2,000,000	0	0
5 Interfund Transfers / Internal Service Reimbursements		1,399,770	3,185,918	0	0
6 All Other Resources Except Current Year Property Taxes	103,495	212,730	150,000	0	0
7 Current Year Property Taxes Estimated to be Received	3,789	905,000	921,000	0	0
8 Total Resources	16,973,704	19,322,300	26,277,490	0	0

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION					
9 Personnel Services	1,640,317	1,816,034	2,330,934	0	0
10 Materials and Services	2,320,836	2,492,110	4,189,772	0	0
11 Capital Outlay	324,723	2,674,300	6,273,500	0	0
12 Debt Service	2,872,682	3,669,390	3,380,454	0	0
13 Interfund Transfers	136,820	1,049,770	3,185,918	0	0
14 Operating Contingency		30,000	715,755	0	0
15 Special Payments		0	0	0	0
16 Unappropriated Ending Balance and Reserved for Future Expenditure	9,678,326	7,230,696	6,201,157	0	0
17 Total Requirements	16,973,704	18,962,300	26,277,490	0	0

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *					
Name of Organizational Unit or Program FTE for that unit or program					
			Proposed	Approved	Adopted
NOAA MOC-P Facility	3,638,105	8,301,000	3,638,105	0	0
FTE	0.00	1.00	1.83	0.00	0
Administration	1,176,638.95	3,434,067	5,063,149	0	0
FTE	7.00	8.00	8.00	0.00	0.00
South Beach Operations	1,441,804.15	1,914,012	2,605,048	0	0
FTE	8.00	9.00	9.75	0.00	0.00
Commercial Marina Operations	782,506.35	1,147,734	7,581,211	0	0
FTE	6.00	6.00	7.50	0.00	0.00
International Terminal Operations	701,196.17	826,487	2,121,114	0	0
FTE	1.00	1.00	2.50	0.00	0.00
Non-Departmental / Non-Program	2,867,452	3,349,000	5,268,863	0	0
FTE		0.00	0.00	0.00	0.00
Total Requirements	10,607,703	18,972,300	26,277,490	0	0
Total FTE	22	25	30	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

In fiscal year 2020-2021, there are no significant changes predicted in the Port's activities. The Port will begin planning for replacement of Port Dock 7 and replace Pier 5 using a combination of Grant Funds and General Operating Funds.

PROPERTY TAX LEVIES					
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Imposed
Permanent Rate Levy (rate limit 0.0609 per \$1,000)	\$.0609/1,000	\$.0609/1,000	\$.0609/1,000	\$.0609/1,000	\$.0609/1,000
Local Option Levy					
Levy For General Obligation Bonds	1,020,084	1,020,084	811,000	1,020,084	1,020,084

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$11,980,000	\$0
Other Bonds	\$15,245,000	\$0
Other Borrowings	\$6,149,826	\$0
Total	\$33,374,826	\$0

LB 10 SPECIAL FUND

Facilities Maintenance Reserve Fund

FORM							
LB-10			RESERVE FUND				
This fund is authorized and established by Resolution No. 1998-05			RESOURCES AND REQUIREMENTS				
on 23 June 1998 for the following specified purpose:							
Repair and replace Port infrastructure and facilities.			Facilities Maintenance Reserve Fund			Port of Newport	
			(Fund)			(Name of Municipal Corporation)	

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	FY 2020-2021		
Actual		Adopted Budget This Year 2019-2020	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2017-2018	First Preceding Year 2018-2019						
1			1	RESOURCES			1
2			2	Cash on Hand (Cash Basis), or			2
3	72,323	131,045	137,500	3	Working Capital (Accrual Basis)	250,000	3
4	0		0	4	Previously Levied Taxes Estimated to be R	0	4
5	110	1,406	2,700	5	Interest	1,500	5
6	160,000	136,820	204,800	6	Transferred IN, from Other Funds	1,650,000	6
7	232,433	269,271	345,000	7	Total Resources, Except Taxes to be Levie	1,901,500	0
8			0	8	Taxes Estimated to be Received	0	0
9	0	0		9	Taxes Collected in Year Levied		0
10	232,433	269,271	345,000	10	TOTAL RESOURCES	1,901,500	0
11				11	REQUIREMENTS		11
12				12	Object Classification		12
13	0	0	0	13	Materials and Services	0	13
14	101,388	122,091	120,000	14	Capital Outlay	0	14
15				15			15
16				16			16
17				17			17
18				18			18
19				19			19
20				20			20
21			10,000	21	Contingency	130,120	21
22				22	Transferred OUT, to General Operating Fu	300,000	22
23				23			23
24				24			24
25	131,045	147,180		25	Ending Balance (Prior Years)		25
26			65,000	26	Reserved for Future Expenditure	0	26
27			150,000	27	Unappropriated Ending Fund Balance (UEF	1,471,380	0
28	232,433	269,271	345,000	28	TOTAL REQUIREMENTS	1,901,500	0

LB 10 SPECIAL FUND

Construction Fund

FORM LB-10		SPECIAL FUND RESOURCES AND REQUIREMENTS Construction Fund (Fund)			Port of Newport (Name of Municipal Corporation)						
Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	FY 2020-2021							
Actual		Adopted Budget This Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body					
Second Preceding Year 2017-2018	First Preceding Year 2018-2019										
1			1	RESOURCES			1				
2			2	Cash on Hand (Cash Basis), or			2				
3	53,320	42,411	25,000	3	Working Capital (Accrual Basis)			30,452	3		
4				4	Previously Levied Taxes Estimated to be Received			4			
5	126	91	30	5	Interest			0	5		
6	0	0	844,970	6	Transferred IN, from Other Funds			0	6		
7				7	Loan Proceeds			7			
8	0	0	1,200,000	8	Intergovernmental			0	8		
9				9	Grants			9			
10	53,446	42,502	2,070,000	10	Total Resources, Except Taxes to be Levied			30,452	0	0	10
11			0	11	Taxes Estimated to be Received			0	0	0	11
12	0	0		12	Taxes Collected in Year Levied			12			
13	53,446	42,502	2,070,000	13	TOTAL RESOURCES			30,452	0	0	13
14				14	REQUIREMENTS			14			
15				15	Object Classification			15			
16	0	480	0	16	Materials and Services			0	16		
17	11,035	11,685	2,060,000	17	Capital Outlay			0	17		
18	0	0	10,000	18	Contingency			0	18		
19	0	0	0	19	Transferred OUT, to General Operating Fund			30,452	19		
20				20				20			
21				21				21			
22	42,411	30,337		22	Ending Balance (Prior Years)			22			
23			0	23	Unappropriated Ending Fund Balance (UEF)			0	0	0	23
24	53,446	42,502	2,070,000	24	TOTAL REQUIREMENTS			30,452	0	0	24

LB 10 SPECIAL FUND

NOAA Capital Reserve Maintenance Fund

FORM		SPECIAL FUND			RESOURCES AND REQUIREMENTS			Port of Newport		
LB-10		NOAA CAPITAL MAINTENANCE FUND			(Fund)			(Name of Municipal Corporation)		
Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	FY 2020-2021			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Actual		Adopted Budget This Year 2019-2020								
Second Preceding Year 2017-2018	First Preceding Year 2018-2019									
1				1	RESOURCES					1
2				2	Cash on Hand (Cash Basis), or					2
3	0	0	0	3	Working Capital (Accrual Basis)	2,209,445	0		0	3
4			0	4	Previously Levied Taxes Estimated to be Received	0	0		0	4
5	0	0	30	5	Interest	0	0		0	5
6			0	6	Transferred IN, from NOAA LEASE FUND	191,966	0		0	6
7	0	0	0	7	Loan Proceeds	0	0		0	7
8	0	0	0	8	Intergovernmental	0	0		0	8
9	0	0	0	9	Grants	0	0		0	9
10	0	0	0	10	Total Resources, Except Taxes to be Levied	2,401,411	0		0	10
11			0	11	Taxes Estimated to be Received	0	0		0	11
12	0	0		12	Taxes Collected in Year Levied					12
13	0	0	0	13	TOTAL RESOURCES	2,401,411	0		0	13
14				14	REQUIREMENTS					##
15				15	Object Classification					15
16	0	0	0	16	Materials and Services	0				16
17	0	0	0	17	Capital Outlay					17
18	0		0	18	Contingency	150,000				18
19	0		0	19	Transferred OUT, to NOAA LEASE FUND	334,500				19
20				20						20
21				21						21
22	0	0		22	Ending Balance (Prior Years)					22
23				23	Unappropriated Ending Fund Balance (UEFB)	1,916,911	0		0	23
24	0	0	0	24	TOTAL REQUIREMENTS	2,401,411	0		0	24

LB 20 Resources

General Operating Fund

FORM				RESOURCES			Port of Newport		
LB-20				General Operating Fund			(Name of Municipal Corporation)		
Historical Data				RESOURCES			FY 2020-2021		
Actual		Adopted Budget This Year 2019-2020	Proposed Budget				Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2017-2018	First Preceding Year 2018-2019		By Budget Officer						0
1			1	Available cash on hand (cash basis) or				1	
2	2,241,176	2,617,336	2,450,000	2 Net working capital (accrual basis)	3,091,591	0	0	2	
3	14,474	7,699	10,000	3 Previously levied taxes estimated to be received		0	0	3	
4	9,834	35,045	60,000	4 Interest	45,000	0	0	4	
5				5				5	
6				6 IntraFund Transfers				6	
7	0	0	0	7 Transfers IN, from other funds(NOAA)	679,000			7	
8	0	0	0	8 Transfers In Construction Fund	30,452	0	0	8	
9				9 Transfers In Facility Maintenance Fund	300,000			9	
10				10 Total Intrafund Transfers	1,009,452			10	
11				11				11	
12				12 OTHER RESOURCES				12	
13				13 Operating Revenues				13	
14				14 Newport International Terminal				14	
15	124,597	132,115	131,137	15 Lease Revenues	172,000			15	
16	85,602	97,296	156,000	16 Moorage	165,000	0	0	16	
17	302,738	413,689	419,000	17 Services	500,000	0	0	17	
18	512,937	643,100	706,137	18 Total Newport International Terminal	837,000			18	
19				19 Commercial Marina				19	
20	148,220	157,164	156,000	20 Lease Revenues	186,000			20	
21	418,203	464,704	512,000	21 Moorage	565,000	0	0	21	
22	378,776	457,715	418,000	22 Services	430,000	0	0	22	
23	945,199	1,079,583	1,086,000	23 Total Commercial Marina	1,181,000	0	0	23	
24				24 Recreational Marina				24	
25	416,775	441,922	438,650	25 Lease Revenue	455,000			25	
26	798,892	823,430	850,000	26 Moorage	790,000	0	0	26	
27	13,854	29,553	26,000	27 Live-aboard Revenue	24,000	0	0	27	
28	32,122	12,410	42,000	28 Services	8,400	0	0	28	
29	0	0	0	29 Truck Toll	35,000			29	
30	58,504	68,715	72,000	30 Launch Ramp Revenue	81,000	0	0	30	
31	20,308	13,530	20,000	31 Boat and Trailer Storage and Parking	10,000	0	0	31	
32				32 RV Park				32	
33	656,198	734,497	750,000	33 Main RV Park Site fees	680,000	0	0	33	
34	229,300	280,884	260,000	34 Annex Site Fees	270,000	0	0	34	
35	83,622	81,020	100,000	35 Dry Camping Site Fees	85,000	0	0	35	
36	47,934	80,655	48,000	36 Services	45,000	0	0	36	
37	36,807	4,279	10,000	37 Surplus Property and Dredge Sales	55,000	0	0	37	
38	45,444	80,655	38,000	38 Miscellaneous Revenue	65,000			38	
39	2,439,760	2,651,549	2,654,650	39 Total RV Park and Recreational Marina	2,603,400	0	0	39	
40	3,897,896	4,374,232	4,446,787	40 Total Fees, Licenses, Permits, Fines, Assessme	4,621,400	0	0	40	
41				41				41	
42				42 Non-operating Revenues				42	
43	2,772	1,800	256,300	43 Grants and Other		0	0	43	
44				44 PD 5 Construction EDA Grant	1,200,000			44	
45				45 Grant, Gifts, To be Identified	1,299,179			45	
46				46 Expo Center Planning Grant	22,500			46	
47				47 Terminal Use Planning Grant	22,500			47	
48				48 Dredging Feasibility Study Grant	425,000			48	
49				49 PD 7 Replacement Planning Grant	150,000			49	
50				50 RV Park Annex Planning and Design	187,500			50	
51	0	(8,374)	0	51 Capital Contributions		0	0	51	
52	2,772	(6,574)	256,300	52 Total Grants, Capital and other	3,306,679			52	
53				53				53	
54				54 Debt Funding				54	
55	89,396	0	0	55 Loan Proceeds		0	0	55	
56				56 Loan for New Buidling (repaid via Tenant Lease	1,920,000			56	
57				57 Forklift lease for Commercial Marina	80,000			57	
62	0	0	0	62 Total from Bonds and Other Debt	2,000,000			62	
63				63				63	
64	6,166,152	7,027,739	7,223,087	64 Total resources, except taxes to be levied	14,074,122	0	0	64	
65			105,000	65 Taxes estimated to be received	110,000	0	0	65	
66	102,754			66 Taxes collected in year levied				66	
67	6,268,906	7,027,739	7,328,087	67 TOTAL RESOURCES	14,184,122	0	0	67	

LB 20 Resources

NOAA Lease Fund

FORM			RESOURCES						
LB-20			NOAA Lease Fund			Port of Newport			
			(Fund)			(Name of Municipal Corporation)			
Historical Data			RESOURCES			Budget for Fiscal Year 2020-2021			
Actual		Adopted Budget This Year 2019-2020				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2017-2018	First Preceding Year 2018-2019								
1			1	RESOURCES				1	
2			2	Cash on Hand (Cash Basis), or				2	
3	5,745,855	5,957,569	5,655,000	3	Working Capital (Accrual Basis)	3,790,105			3
4	0	0	0	4	Previously Levied Taxes Estimated to be Received	0			4
5	13,022	62,349	100,000	5	Interest	100,000			5
6	0		0	6	Transferred IN, from NOAA CAP MAINT FUND	334,500			6
7	2,532,759	2,544,811	2,545,000	7	Lease Revenue	2,595,900			7
8	910	5,159	1,000	8	Grants and Other	5,000			8
9	0		0	9	Revenue Bond Proceeds	0			9
10	8,292,546	8,569,888	8,301,000	10	Total Resources, Except Taxes to be Levied	6,825,505	0	0	10
11				11	Taxes Estimated to be Received				11
12	0			12	Taxes Collected in Year Levied				12
13	8,292,546	8,569,888	8,301,000	13	TOTAL RESOURCES	6,825,505	0	0	13

LB 30 Requirements Summary

General Operating Fund – Administration

FORM		REQUIREMENTS SUMMARY			General Operating Fund		Port of Newport		
LB-30					(Fund)		(Name of Municipal Corporation)		
Historical Data				REQUIREMENTS DESCRIPTION For Administration	FTE	FY 2020-21			
Actual			Adopted Budget This Year 2019-2020			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2017-2018	First Preceding Year 2018-2019								
1				1	PERSONNEL SERVICES				1
2	361,702	397,037	546,890	2	Permanent Staff Wages and Salaries	8.00	618,192	0	0
3	0	0	0	3	Seasonal Staff	-	0		3
4	3,260	8,226	5,000	4	Overtime		5,491		4
5	31,402	36,111	47,826	5	Payroll Tax Expense		52,653		5
6	9,069	15,798	32,864	6	PERS - Retirement		50,056		6
7	44,757	48,619		7	Health Insurance		95,328		7
8	2,509	929	2,198	8	Workers' Compensation Insurance		4,620		8
9	4,171	5,167	1,760	9	Employee Incentives and Other		9,273		9
10			3,200	10	HRA and Other		3,456		10
11		6,297		11	Relocation				11
12				12					12
13	456,869	518,184	639,738	13	TOTAL PERSONNEL SERVICES		839,069	0	0
14	7.0	7.0	8.0	14	Total full-time equivalent (FTE)	8.00	8.0	0.0	0.0
15				15	MATERIALS AND SERVICES				15
16	111,808.88	134,484.76	150,300	16	Insurance		221,809		16
17	135,942.56	157,355.30	172,000	17	Professional Services		174,250		17
18	8,978.79	8,553.13	10,200	18	Marketing and Promotion		10,200		18
19	15,706.66	29,356.75	25,000	19	Dues and Subscriptions		33,000		19
20	8,712.75	7,970.90	15,000	20	Training and Education		18,000		20
21	3,663.68	11,463.13	5,000	21	Travel		20,000		21
22	55,115.26	36,263.33	39,100	22	Office and Admin Expense		69,109		22
23			8,000	23	Bad Debt Expense		8,240		23
24	3,799.97	7,831.24	10,000	24	Licenses and Permit Fees		6,700		24
25	18,993.68	20,712.30	26,960	25	Utilities		17,065		25
26	25,714.35	43,672.73	42,408	26	Contract and Support Services		107,895		26
27	682.58	11.89	2,000	27	Repairs and Maintenance		3,050		27
28	0.00	81.15		28	Equipment		0		28
29	1,142.13	6,611.03	1,800	29	Materials and Operating Supplies		4,500		29
30	0	43,776		30	DSL and State Land Fees		200		30
31	13,971	13,128	13,200	31	Building and Land Leases		1,500		31
32			3,500	32	Grant Expenses				32
33	550	364	1,000	33	Misc Expenses				33
34	404,783	521,635	525,468	34	TOTAL MATERIALS AND SERVICES		695,518	0	0
35				35	CAPITAL OUTLAY				35
36	0	0	0	36	Capital Outlay				36
37	0	0	0	37	AD New HQ building		2,400,000		37
38	0	0	0	38	New Financial System/Accounting Software		150,000		38
39	0	0	0	39	Replace Server for port		25,000		39
40	0	0	0	40	TOTAL CAPITAL OUTLAY		2,575,000	0	0
41				41	DEBT SERVICE AND TRANSFERS				41
42	0	0	0	42	Total Debt Service				42
43				43	New Building payments (5943/month)		72,000		43
44				44	Total Debt Service		72,000		44
45	160,000	136,820	1,049,770	45	Transfers OUT, to Facilities Maintenance Fund		-	0	0
46				46	Transfer Out to Bonded Debt Fund				46
47				47	Transfer Out to Capital Fund				47
48	160,000	136,820	1,049,770	48	Total Transfers		0	0	0
49				49					49
50	160,000	136,820	1,049,770	50	Total Debt Service and Transfers		72,000	0	0
51			10,000	51	Operating Contingency		30,800	0	0
52	1,872,138			52	Ending Balance (Prior Years)				52
53			1,209,091	53	Restricted funds		850,762	0	0
54	2,893,790	1,176,639	3,434,067	54	TOTAL REQUIREMENTS		5,063,149	0	0

LB 30 Requirements Summary

General Operating Fund –South Beach

FORM		REQUIREMENTS SUMMARY						Port of Newport	
LB-30		General Operating Fund						(Name of Municipal Corporation)	
		(Fund)							
Historical Data				REQUIREMENTS DESCRIPTION FOR:					
Actual		Adopted Budget		South Beach		FY 2020-2021			
Second Preceding Year 2017-2018	First Preceding Year 2018-2019	This Year 2019-2020				FTE	Proposed By Budget Officer	Approved by Budget Committee	Adopted By Governing Body
				1	PERSONNEL SERVICES				1
				2	Permanent Staff Wages and Salaries	8.50	386,801	0	0
				3	Seasonal Staff	1.25	47,326		3
				4	Overtime		8,847		4
				5	Payroll Tax Expense		39,542		5
				6	PERS - Retirement		34,013		6
				7	Health Insurance		101,286		7
				8	Workers' Compensation Insurance		15,024		8
				9	Employee Incentives and Other		5,803		9
				10	HRA and Other		3,672		10
				11					11
				12					12
				13	TOTAL PERSONNEL SERVICES		642,314	0	0
				14	Total full-time equivalent (FTE)	9.75	9.75	0.0	0.0
				15	MATERIALS AND SERVICES				15
				16	Insurance		5,000	0	0
				17	Professional Services		340,000		17
				18	Marketing and Promotion		9,000		18
				19	Dues and Subscriptions		0		19
				20	Training and Education		4,000		20
				21	Travel		1,000		21
				22	Office and Admin Expense		93,750		22
				23	Bad Debt Expense		2,000		23
				24	Licenses and Permit Fees		3,800		24
				25	Utilities		318,950		25
				26	Contract and Support Services		127,600		26
				27	Repairs and Maintenance		138,700		27
				28	Equipment		4,500		28
				29	Materials and Operating Supplies		58,500		29
				30	Shipping Expenses - ILWU Wages (Billed to Ship		0		30
				31	DSL and State Land Fees		6,400		31
				32	Building and Land Leases		1,000		32
				33	Grant Expenses		1,800		33
				34	Misc expenses		25,000		34
				35	TOTAL MATERIALS AND SERVICES		1,141,000	0	0
				36	CAPITAL OUTLAY				36
				37	Capital Outlay				37
				38	SB Marina Electric Load Center		200,000		38
				39	SB Steerable and trainable 2 yd containers		12,000		39
				40	SB Dryers for South Beach		15,000		40
				41	Reside restrooms, replace carpets		50,000		41
				42	TOTAL CAPITAL OUTLAY		277,000	0	0
				43	DEBT SERVICE AND TRANSFERS				43
				44					44
				45	FFC Debt Financing		211,164	0	0
				46	17352 - Oregon Brewing Co - MUA Prin		29,950	0	0
				47	Total Debt Service		241,114	0	0
				48	Transfers OUT, to Other Funds			0	0
				49	Transfers out to Capital Replacement Fund			0	0
				50	Transfers out to Facilities Maintenance Fund		100,000	0	0
				51	Transfers Out to Bonded Debt Fund		0	0	0
				52	Transfers In from ADMIN			0	0
				53	Total Transfers		100,000		53
				54	Total Debt Service and Transfers		341,114	0	0
				55	Operating Contingency		125,000	0	0
				56	Ending Balance (Prior Years)				56
				57	Reserved for future use		78,620	0	0
				58	TOTAL REQUIREMENTS		2,605,048	0	0

LB 30 Requirements Summary

General Operating Fund – Commercial Marina

FORM		REQUIREMENTS SUMMARY			Port of Newport					
LB-30		General Operating Fund			(Name of Municipal Corporation)					
		(Fund)								
Historical Data				REQUIREMENTS DESCRIPTION FOR: Commercial Marina	FY 2020-2021					
Actual		Adopted Budget This Year 2019-2020	FTE		FY 2020-2021			Adopted By Governing Body		
Second Preceding Year 2017-2018	First Preceding Year 2018-2019				Proposed By Budget Officer	Approved by Budget Committee				
1				1	PERSONNEL SERVICES			1		
2	224,169	285,270	343,010	2	Permanent Staff Wages and Salaries	6.50	300,787	0	0	2
3	0	0	0	3	Seasonal Staff	1.00	38,372	0	0	3
4	5,068	8,610	7,000	4	Overtime		8,234	0	0	4
5	24,009	28,575	30,821	5	Payroll Tax Expense		31,012	0	0	5
6	15,200	18,718	24,471	6	PERS - Retirement		25,633	0	0	6
7	55,944	66,048	71,616	7	Health Insurance		77,454	0	0	7
8	32,633	20,204	20,268	8	Workers' Compensation Insurance		15,217	0	0	8
9	1,300	1,632	1,760	9	Employee Incentives and Other		4,513	0	0	9
10	6,000	3,136	3,200	10	HRA and Other		2,808	0	0	10
11	364,323	432,193	502,145	11	TOTAL PERSONNEL SERVICES		504,030	0	0	11
12	6.0	6.0	6.0	12	Total full-time equivalent (FTE)	7.50	7.50	0.0	0.0	12
13				13	MATERIALS AND SERVICES					13
14	19,253	11,821	5,000	14	Insurance		21,500	0	0	14
15	0	0	0	15	Professional Services		1,250,000	0	0	15
16	1,015	1,437	1,000	16	Marketing and Promotion		2,500	0	0	16
17	0	0	0	17	Dues and Subscriptions		0	0	0	17
18	2,020	725	7,750	18	Training and Education		9,500	0	0	18
19	2,251	3,457	7,000	19	Travel		4,000	0	0	19
20	7,284	14,626	11,150	20	Office and Admin Expense		15,525	0	0	20
21	4,718	7,787	0	21	Bad Debt Expense		10,000	0	0	21
22	0	805	0	22	Licenses and Permit Fees		3,500	0	0	22
23	137,970	154,216	142,150	23	Utilities		165,600	0	0	23
24	50,491	31,499	56,074	24	Contract and Support Services		63,000	0	0	24
25	84,897	34,656	47,500	25	Repairs and Maintenance		43,100	0	0	25
26	3,490	7,435	5,800	26	Equipment		2,800	0	0	26
27	13,491	20,337	23,100	27	Materials and Operating Supplies		24,300	0	0	27
28	0	0	0	28	Shipping Expenses - ILWU Wages (Billed to Ship)		0	0	0	28
29	54,738	37,717	59,750	29	DSL and State Land Fees		65,000	0	0	29
30	0	0	0	30	Trailer and Land Leases		0	0	0	30
31			250,000	31	Grant Expenses		0	0	0	31
32	0	0	0	32	Boat Disposal and Seizures		10,000	0	0	32
33	381,618	326,520	616,274	33	TOTAL MATERIALS AND SERVICES		1,690,325	0	0	33
34				34	CAPITAL OUTLAY					34
35	35,303	12,981	8,400	35	Capital Outlay		0	0	0	35
36	0	0	0	36	PD 5 Projects to keep dock in working condition		30,000	0	0	36
37	0	0	0	37	CM PD 7 and PD 5 Replace Pilings		80,000	0	0	37
38	0	0	0	38	CM Relocate Hoist Dock Electrical		30,000	0	0	38
39	0	0	0	39	CM Forklift		80,000	0	0	39
40	0	0	0	40	CM Replace #3 Manned Crane		150,000	0	0	40
41	0	0	0	41	PD 3 Electrical Engineering/Power Upgrade		25,000	0	0	41
42	0	0	0	42	CM PD3 Ramp Tread Replacement		7,000	0	0	42
43	0	0	0	43	CM PD 5 rebuild (50% Grant funded (carryover)		2,400,000	0	0	43
44	35,303	12,981	8,400	44	TOTAL CAPITAL OUTLAY		2,802,000	0	0	44
45				45	DEBT SERVICE AND TRANSFERS					45
46				46	Debt Service					46
47	6,956	2,898	13,000	47	Forklift		13,000	0	0	47
48	6,596	7,915	7,915	48	17304 - 2017 CM Forklift		7,915	0	0	48
49				49	New Forklift Lease		12,000	0	0	49
50	13,551	10,813	20,915	50	Total Debt Service		32,915	0	0	50
51	0	0	0	51	Transfers OUT, to Other Funds			0	0	51
52	0	0	0	52	Transfers out to Capital Replacement Fund			0	0	52
53	0	0	0	53	Transfers out to Facilities Maintenance Fund		1,500,000	0	0	53
54	0	0	0	54	Transfers Out to Bonded Debt Fund			0	0	54
55	0	0	0	55	Transfers IN from ADMIN			0	0	55
56	0	0	0	56	Total Transfers		1,500,000	0	0	56
57	13,551	10,813	20,915	57	Total Debt Service and Transfers		1,532,915	0	0	57
58				58	Operating Contingency		151,941	0	0	58
59				59	Ending Balance (Prior Years)			0	0	59
60				60	Reserved for Future Use		900,000	0	0	60
61	794,796	782,506	1,147,734	61	TOTAL REQUIREMENTS		7,581,211	0	0	61

LB 30 Requirements Summary

General Operating Fund – International Terminal

FORM			REQUIREMENTS SUMMARY				Port of Newport			
LB-30			General Operating Fund (Fund)				(Name of Municipal Corporation)			
Historical Data			REQUIREMENTS DESCRIPTION FOR:				2,471,909			
Actual			International Terminal							
Second Preceding Year 2017-2018	First Preceding Year 2018-2019	Adopted Budget This Year 2019-2020	FTE	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
			1	PERSONNEL SERVICES				1		
			2	Permanent Staff Wages and Salaries			2.00	113,420	0	0
			3	Seasonal Staff			0.50	19,186		3
			4	Overtime				5,491		4
			5	Payroll Tax Expense				12,169		5
			6	PERS - Retirement				7,734		6
			7	Health Insurance				23,832		7
			8	Workers' Compensation Insurance				6,049		8
			9	Employee Incentives and Other				1,701		9
			10	HRA and Other				864		10
			11	TOTAL PERSONNEL SERVICES				190,446	0	0
			12	Total full-time equivalent (FTE)			2.5	2.5	0.0	0.0
			13	## MATERIALS AND SERVICES						13
			14	Insurance				0	0	0
			15	Professional Services				30,000		15
			16	Training and Education				2,000		16
			17	Travel				1,000		17
			18	Office and Admin Expense				1,900		18
			19	Licenses and Permit Fees				8,000		19
			20	Utilities				53,400		20
			21	Contract and Support Services				41,942		21
			22	Repairs and Maintenance				29,212		22
			23	Equipment				10,200		23
			24	Materials and Operating Supplies				15,800		24
			25	Shipping Expenses - ILWU Wages (Billed to Ships				2,000		25
			26	DSL and Other				30,000		26
			27	Building and Land Leases				0		27
			28	Other lease expenses				20,000		28
			29	TOTAL MATERIALS AND SERVICES				245,454	0	0
			30	## CAPITAL OUTLAY						30
			31	Capital Outlay					0	0
			32	NIT Grade 9 acres				170,000		32
			33	NIT Asphalt				95,000		33
			34	Procure property at NIT				20,000		34
			35							35
			36	TOTAL CAPITAL OUTLAY				285,000	0	0
			37	DEBT SERVICE AND TRANSFERS						37
			38	FF&C Obligation				74,193		38
			39	SPWF L00012				7,520		39
			40	SPWF Q10001				93,600		40
			41	SPWF L12005				218,600		41
			42	OR Coast Bank						42
			43	2017 NIT Forklift				12,312		43
			44	City of Newport SDC				16,306		44
			45	OR Business Development Loan				25,000		45
			46	First Interstate Bank				61,264		46
			47	Total Debt Service				508,795	0	0
			48	Transfers OUT, to Other Funds					0	0
			49	Transfers out to Capital Replacement Fund						49
			50	Transfers out to Facilities Maintenance Fund				50,000		50
			51	Transfers Out to Bonded Debt Fund						51
			52	Transfers in from ADMIN						52
			53	Total Transfers				50,000	0	0
			54							54
			55	Total Debt Service and Transfers				558,795	0	0
			56	Operating Contingency				27,894	0	0
			57	Ending Balance (Prior Years)						57
			58	Reserved for future use				813,525	0	0
			59	TOTAL REQUIREMENTS				2,121,114	0	0

LB 30 Requirements Summary

NOAA Lease Fund – NOAA

FORM		REQUIREMENTS SUMMARY			Port of Newport		
LB-30		NOAA Lease Fund			(Name of Municipal Corporation)		
		(Fund)					
Historical Data				REQUIREMENTS DESCRIPTION FOR: NOAA Lease	FY 2020-2021		
Actual		Adopted Budget This Year 2019-2020	FTE		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2017-2018	First Preceding Year 2018-2019						
1				1	PERSONNEL SERVICES		1
2	54,767	54,558	67,962	2	Permanent Staff Wages and Salaries	1.33	87,167
3	0	0	0	3	Seasonal Staff	0.50	22,242
4	1,227	1,155	0	4	Overtime		0
5	5,739	5,048	5,271	5	Payroll Tax Expense		9,520
6	2,581	2,568	3,559	6	PERS - Retirement		5,353
7	7,992	8,256	8,952	7	Health Insurance		23,832
8	7,729	3,743	3,611	8	Workers' Compensation Insurance		4,791
9	350	196	200	9	Employee Incentives and Other		1,307
10	2,000	382	940	10	HRA and Other		864
11	82,385	75,906	90,495	11	TOTAL PERSONNEL SERVICES		155,075
12				12	Total full-time equivalent (FTE)	1.83	1.83
14				14	MATERIALS AND SERVICES		
14	96,978	120,357	100,000	14	Insurance		125,000
15	24,846	13,142	118,500	15	Professional Services		18,500
16	0	215	0	16	Marketing and Promotion		0
17	1,424	2,591	2,000	17	Dues and Subscriptions		2,000
18	0	1,198	1,000	18	Training and Education		1,000
19				19	Travel		
20	11,793	12,940	12,850	20	Office and Admin Expense		16,025
21	375	6,820	1,000	21	Licenses and Permit Fees		1,200
22	15,520	14,353	16,250	22	Utilities		18,200
23	69,579	40,721	83,050	23	Contract and Support Services		205,650
24	0	326,262	0	24	Dredging		0
25	1,889	794	1,900	25	Equipment		2,000
26	4,142	19,283	7,450	26	Materials and Operating Supplies		19,400
27	371	424	1,500	27	Fuel		1,500
28	11,492	9,902	0	28	DSL and State Land Fees		7,000
29	0	0	9,900	29	Office Rent and Land Leases		0
30	238,409	569,002	355,400	30	TOTAL MATERIALS AND SERVICES		417,475
32				32	CAPITAL OUTLAY		
32	23,600	0	0	32	59511 - Recreational Access		0
33	0	1,166	0	33	59513 - Steel Pile Caps		0
34	0	28,665	0	34	59514 - Camel System Repairs & Mods		0
35	0	0	0	35	Backup system battery replacement		20,000
36	0	0	0	36	NOAA Carpet & Flooring (5 yrs)		75,000
37	0	0	0	37	NOAA Fender/Camel System		30,000
38	0	0	0	38	NOAA Sm Boat Dock & Ramp		10,000
39	0	0	0	39	NOAA Cathodic Protection		25,000
40	0	0	0	40	NOAA Electrical		20,000
41	0	0	0	41	NOAA Anode Replacement		80,000
42	0	0	0	42	NOAA Eel Grass Mitigation		9,500
43	0	0	0	43	NOAA Asphalt Coating/Stripe		20,000
44	0	0	0	44	NOAA Concrete Repair/Replace		15,000
45	0	0	0	45	NOAA HW Heaters		10,000
46	0	0	0	46	NOAA HVAC System(s)		10,000
47	0	0	0	47	NOAA Critical AC Systems		10,000
48	23,600	29,831	100,000	48	TOTAL CAPITAL OUTLAY		334,500
49				49	DEBT SERVICE AND TRANSFERS		
50	2,001,734	1,997,271	2,001,500	50	Bond Payment		1,760,089
51				51			
52	2,001,734	1,997,271	2,001,500	52	Total Debt Service		1,760,089
53				53			
54	0	0	0	54	Transfers OUT, to General Operating Funds		679,000
55	0	0	0	55	Transfers Out NOAA Capital Maintenance		191,966
56	0	0	0	56	Total Transfers		870,966
57	2,001,734	1,997,271	2,001,500	57	Total Debt Service and Transfers		2,631,055
58	0	0	0	58	Operating Contingency		100,000
59	5,957,569	5,896,716		59	Ending Balance (Prior Years)		
60			150,000	60	Reserved for future Use		0
61			5,603,605	61	Appropriated Ending Fund Balance (UEFB)		
62	8,303,696	8,568,726	8,301,000	62	TOTAL REQUIREMENTS		3,638,105

LB 35 Bonded Debt Fund

Resources and Requirements

FORM LB-35		BONDED DEBT RESOURCES AND REQUIREMENTS			Bond Debt Payments are for:			
		Bonded Debt Fund			<input type="checkbox"/> Revenue Bonds or <input checked="" type="checkbox"/> General Obligation Bonds			
		(Fund)			Port of Newport			
					(Name of Municipal Corporation)			
Historical Data				DESCRIPTION OF RESOURCES AND REQUIREMENTS	FY 2020-2021			
Actual		Adopted Budget This Year 2019-2020	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2017-2018	First Preceding Year 2018-2019							
1			1	Resources			1	
2			2	Cash on Hand (Cash Basis), or			2	
3	334,400	443,475	95,000	3	Working Capital (Accrual Basis)			120,000
4	36,027	35,504	32,000	4	Previously Levied Taxes to be Received			4
5	2,182	4,605	7,000	5	Interest			3,500
6				6	Transferred from Other Funds			6
7				7	Proceeds from Refunding Bonds			7
8	372,609	483,584	134,000	8	Total Resources, Except Taxes to be Levied			123,500
9			800,000	9	Taxes Estimated to be Received *			811,000
10	942,646	491,787		10	Taxes Collected in Year Levied			10
11	1,315,255	975,371	934,000	11	TOTAL RESOURCES			934,500
					Requirements			
					Bond Principal Payments			
12				12	Bond Issue	Budgeted Payment Date		12
13	125,000	0	0	13	2008	N/A		0
14	65,000	70,000	70,000	14	2011	January 1		0
15	135,000	270,000	280,000	15	2016	January 1		285,000
16	0	0	0	16	2019	July 1 and January 1		50,000
17	325,000	340,000	350,000	17	Total Principal			335,000
					Bond Interest Payments			
18				18	Bond Issue	Budgeted Payment Date		18
19	2,500	0	0	19	2008	N/A		0
20	268,355	265,655	265,000	20	2011	July 1 and January 1		0
21	275,925	269,756	266,000	21	2016	July 1 and January 1		257,400
22	0	0	0	22	2019	July 1 and January 1		173,141
23	546,780	535,411	531,000	23	Total Interest			430,541
					Unappropriated Balance for Following Year By			
24				24	Bond Issue	Projected Payment Date		24
25				25	2016			25
26				26	2019			26
27				27				27
28	443,475	99,960		28	Ending Balance (Prior Years)			28
29			53,000	29	Unappropriated Balance			169,959
30	0	0	0	30	Payment to Refunded Bond Escrow Agent			0
31	1,315,255	975,371	934,000	31	TOTAL REQUIREMENTS			935,500

LB 50 Property Tax Certification

**Notice of Property Tax and Certification of Intent to Impose
a Tax, Fee, Assessment or Charge on Property**
To assessor of Lincoln County

**FORM LB-50
2020-2021**

Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet Check here if this is an amended form.

The Port of Newport has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Lincoln County. The property tax, fee, charge or assessment is categorized as stated by this form.

<u>600 SE Bay Boulevard</u>	<u>Newport</u>	<u>OR</u>	<u>97365</u>	
Mailing Address of District	City	State	ZIP code	Date
<u>Mark A. Brown</u>	<u>Director of Finance</u>	<u>541-265-7758</u>	<u>dirfin@portofnewport.com</u>	
Contact Person	Title	Daytime Telephone	Contact Person E-Mail	

CERTIFICATION - You **must** check one box if your district is subject to Local Budget Law.

The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.

The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TOTAL PROPERTY TAX LEVY

		Subject to General Government Limits	
		Rate -or- Dollar Amount	
1.	Rate per \$1,000 or Total dollar amount levied (within permanent rate limit)	0.0609	
2.	Local option operating tax		
3.	Local option capital project tax		
4.	Levy for pension and disability obligations		
5a.	Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001		
5b.	Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001		811,000
5c.	Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)		811,000

**Excluded from
Measure 5 Limits**
Dollar Amount of Bond
Levy

PART II: RATE LIMIT CERTIFICATION

6.	Permanent rate limit in dollars and cents per \$1,000	0.0609
7.	Election date when your new district received voter approval for your permanent rate limit	
8.	Estimated permanent rate limit for newly merged/consolidated district	

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)

General Operating Fund Projects in priority order

Prioritized Projects List GENERAL OPERATING FUNDS										
Project Name	Location	Priority	Cost	Port - GOF	Grant	Loan	Payback	Source of funds	Comments and Notes	
CM PD 5 rebuild	CM	1	\$2,400,000	\$1,200,000	\$1,200,000	\$0	\$0	Econ Dev Grant	Carryforward from FY 2020, 50% of funding is from Grants	
CM PD 5 Electrical Engineering	CM	2	\$100,000	\$100,000	\$0	\$0	\$0	Business Oregon	Planning for PD 5 electrical upgrades, including 50 AMP service, installation of new power pedestals, the Grant is potential, but this MUST be done, it was promised	
CM Project planning for Dock Replacement	CM	3	\$200,000	\$50,000	\$150,000	\$0	\$0	Bus Oregon??	Formal plan to replace PD7, Includes Environmental Assessments, plans and designs, alternatives, to rebuilding/redesigning, Mitigation options, engineering, rate analysis, potentially researching funding options,	
SB Rogue Seawall Study includes geotech plan, and conceptual ideas for any necessary repairs	SB	4	\$60,000	\$60,000	\$0	\$0	\$0		Has been put off, this is a must do project, in order to determine any cost associated with maintaining the seawall.	
AD New HQ building	AD	5	\$2,400,000	\$480,000	\$0	\$1,920,000	\$2,400,000	Dept of Ag, Rev from SubLeases	The plans for a new HQ building have been completed for some time. State and Fed agencies have indicated interest in joining the Port in a new building, if done properly, the port's portion of the cost would be minimal, the project would be contingent on tenants, and lending cost. Grants may be available to assist in making the building more efficient, reducing costs	
CM PD 3 Electrical Engineering/Power Upgrade	CM	6	\$25,000	\$25,000	\$0	\$0	\$0		Included in cost of PD 5 engineering, includes replacement of obsolete Main Breakers and New components in Main panel - failure to replace could result in failure	
CM Army Corp Feasibility study for dredging CM for Larger Vessels	CM	7	\$950,000	\$425,000	\$425,000	\$0	\$0	State/Army Corp	Prepares the port for the larger vessels that are entering the Port. This is a feasibility study and is a prime candidate for state funding so federal dollars can be brought into the region, Must do this now to build new docks when needed, or risk loss of commercial fleet, between the state and Army Corp, may be NO cost, this is worst case scenario.	
Replace Server	AD	8	\$25,000	\$25,000	\$0	\$0	\$0		The server was installed and has been operational since 2012. Based on the age of the server it will probably fail within the next 1-2 years, a failure will cost the port 1-2 weeks of downtime, a typical server should be replaced every 6 years.	
SB Marina Electric Load Centers	SB	9	\$200,000	\$200,000	\$0	\$0	\$0		Cost is about 50K per load center with 9 total, This is 1/3 rd of need. A failure means no power to docks. This is the original installation and is of mild steel, so wear and tear is starting to show on the pedestals, this is only a portion of the Load Centers	
CM Relocate Hoist Dock Electrical	CM	10	\$30,000	\$30,000	\$0	\$0	\$0		The electrical needs to be moved to a higher location this is the power that feeds the Hoists, by moving the electrical, we keep the electrical out of water in high tides	
Replace Carpet with flooring in RV Park offices - Re-side South restroom and Paint	SB	11	\$50,000	\$50,000	\$0	\$0	\$0		Performing this work keeps the facilities in a condition to assure they operate as designed in the future and keeps a positive port image, This will cost substantially more if we wait to do these maintenance activity.	
SB Dryers for South Beach	SB	12	\$15,000	\$15,000	\$0	\$0	\$15,000	Dryer Revenue	The return on these is relatively quick, The Port charges \$2.50 per load the new equipment would be of extra heavy duty to withstand any and all use - 6000 loads pays for dryer, less than 2 year RIO	
SB Steerable and trainable 2 yd containers	SB	13	\$12,000	\$12,000	\$0	\$0	\$0		Existing containers are beginning to fail. These are use for the byproducts of fishing, This causes corrosion to the vessels, meaning they must be replaced periodically, approximate 10 year life, avoids Workers Comp claims	
NIT Asphalt	NIT	14	\$95,000	\$95,000	\$0	\$0	\$0		Add capacity at the international terminal, eliminates need to lease property for \$2,000 per month.	
NIT Consultant to determine best opportunities and uses of International Terminal	NIT	15	\$30,000	\$7,500	\$22,500	\$0	\$0	Bus Oregon?	This is to develop marketing strategies, who should the port target, to determine how to use with the 9 acres of property. External party to explore opportunities, diversifies Port's revenue streams, giving the port more financial stability	
SB Expo (or other name) Center Planning funds	SB	16	\$30,000	\$7,500	\$22,500	\$0	\$0	Travel Oregon, Business Oregon	Developing initial plans for a PORT Expo Center to reduce damage to surface area when events occur. NPT seafood and wine festival proceeds would primarily pay for structure, Rogue has expressed interest in leasing, this could also (not guarantees) attract additional events, which could increase RV park revenue in the off seasons. Diversifies Ports revenue stream, sets it up for future growth.	
CM PD3 Ramp Tread Replacement	CM	18	\$7,000	\$7,000	\$0	\$0	\$0		Replace fiberglass components on PD 3, upgrades make walking across dock easier.	
CM PD 7 and PD 5 Replace Pilings	CM	17	\$80,000	\$80,000	\$0	\$0	\$0		Saves mobilization cost by combining, this is necessary for continuing operations, but may hold until we can replace PD 7	
CM PD 5 Projects to keep dock in working condition - exact projects TBD	CM	19	\$30,000	\$30,000	\$0	\$0	\$0		This is part of upgrading and repairing PD 5, this is one of many projects that will need to occur in the next few years	
CM Forklift (DEBT SERVICE \$50000)	CM	20	\$80,000	\$12,000	\$0	\$0	\$0	ANNUAL COST IS \$12000	1 year cost \$12,000; Should have been replaced this current year. This lift has broken down several times this year, costing critical time during crab season. Cost is spread across the lease perio, so only 12,000 this period. Last budget this was put forward and denied, the cost to repair the existing forklift is becoming expensive. It will soon cost more in repairs then leasing a new forklift	
SB RV park Annex Conceptual Design and reconfigure and ROI analysis	SB	21	\$250,000	\$62,500	\$187,500	\$0	\$0	Travel oregon	includes planning and a concept, revenue projections for a newly configured Annex. Given our current environment, we are unsure of how this might look in the future. Travel Oregon has been hit hard by the Stay at home order, they may not have funding at the moment.	
NIT - Procure Property with Shed and readjust prop lines	NIT	22	\$20,000	\$20,000	\$0	\$0	\$0		Allows the port to readjust property lines and adds the Cathodic protection shed to the property, The shed was built on Rondy's property	
AD Accounting Software	AD	23	\$150,000	\$150,000	\$0	\$0	\$0	Savings through Efficiencies and less staff	There are several issues with the current software, including the inability to monitor and track capital assets and related depreciation, and the inability of more than one individual to enter orders at a time.	
NIT Grade 9 acres	NIT	24	\$170,000	\$170,000	\$0	\$0	\$0		Sort Material, crush concrete, makes so the areas does not collect any excess waters.	
CM Replace #3 Manned Crane	CM	25	\$150,000	\$150,000	\$0	\$0	\$0		Crane is used to load and unload vessels, current cranes were purchased surplus from Federal Government, this particular one was damaged many years ago and is very touchy to operate, new hoist /Crane will be faster and more efficient. Port Staff will begin looking for a Grant to offset some of the Costs	

NOAA Lease Fund Projects

Projects List				
Project Name	Total Score	Cost	Port - NOAA	
NOAA Carpet & Flooring (5 yrs)	3	\$75,000	\$75,000	
NOAA Fender/Camel System	3	\$50,000	\$50,000	
NOAA Sm Boat Dock & Ramp	3	\$10,000	\$10,000	
NOAA Cathodic Protection	4	\$25,000	\$25,000	
NOAA Electrical	3	\$20,000	\$20,000	
NOAA Anode Replacement	4	\$80,000	\$80,000	in FY 2020 the Port replaced the west zone anodes, the east were identified as needing replacement. This assures a long life for the NOAA pier
NOAA Eel Grass Mitigation	3	\$9,500	\$9,500	
NOAA Asphalt Coating/Stripe	4	\$20,000	\$20,000	
NOAA Concrete Repair /Replace	4	\$15,000	\$15,000	
NOAA HW Heaters	3	\$10,000	\$10,000	
NOAA HVAC System(s)	3	\$10,000	\$10,000	
NOAA Critical AC Systems	3	\$10,000	\$10,000	

RATES AND FEES

Portwide Rates and Fees

	FY 2019	FY 2020	FY 2021
SECTION 1 SERVICE RATES			
A. Forklift			
1. Small. Toyotas. (equipment only)	\$68.75	\$13.75	\$14.30
1a. Labor for Small Forklift		\$58.80	\$61.15
<i>Forklift has a 1 hour minimum, billed at hourly rate</i>			
<i>If 2 or less pallets are loaded, Labor is billed in 15 minute increments, up to 30 minutes then hourly rate applies.</i>			
<i>If more than more than 2 pallets are loaded, Labor is billed in 1 hour increments</i>			
2. Large. All at International Terminal (IT). (per Hour)	\$88.00	\$95.80	\$95.80
B. Hoist Docks. Tie up fee, per hour. Includes use of hoist.			
1. one hour minimum, up to 3hr	\$41.00	\$43.05	\$44.77
2. after 3 hours	\$49.00	\$51.45	\$53.51
C. Hoist Dock Cranes. In addition to hoist dock rate.			
1. Large Capacity. Includes equipment and labor. Per Hour	\$44.00	\$105.00	\$109.20
2. Launch Sail Boats. Includes recovery, per launch	\$47.00	\$49.35	\$51.32
D. Service Docks.			
1. Swede's Dock. In addition to moorage. Per day, per linear foot (double transient rate)	\$1.04	\$1.20	\$1.25
E. City Water city rate Plus Fee	\$0.05	\$0.05	\$0.05
F. Fuel Surcharge. International Terminal only. Per gallon	\$0.03	\$0.03	\$0.04
G. Electricity. Swede's Dock, Dock 1, and NIT. Per day charge. One day minimum			
1. 208/220 v, single phase & 208 v three phase	\$16.75	\$17.59	\$18.29
2. 120v, NIT	\$7.25	\$7.61	\$7.91
3. PD 7 Service Dock, 110v pump	\$7.25	\$7.61	\$7.91
4. PD 7 Yard Charge, trucks	\$12.75	\$12.75	\$13.26
H. Hydraulic Crane. Includes equipment and labor. 30 ton capacity, per hour			
1 hour minimum	\$146.00	\$214.80	\$223.39
Pump/Line Service. Includes one Port employee only. Additional staff required will be billed at the established hourly labor rate. Per hour	\$65.00	\$68.25	\$70.98
I. Personnel Lift. In addition to labor rate	cost + 5%	cost + 5%	cost + 5%
J. Pump/Line Service. Includes one Port employee only. Additional staff required will be billed at the established hourly labor rate. Per hour	\$68.25	\$68.25	\$70.98
K. Storage.			

Portwide Rates and Fees

	FY 2019	FY 2020	FY 2021
1. Outside Lot Storage. Any Port of Newport lot except Newport International Terminal, Per Sq Ft Daily Rate			
a. Per square foot, monthly charge	\$0.24	\$0.25	\$0.26
b. Minimum monthly charge	\$24.00	\$25.20	\$25.70
c. Boat trailer only, per night	\$2.65	\$2.78	\$2.84
d. Boat on trailer, per night, 10 days limit	\$8.50	\$8.93	\$9.11
2. Emergency Storage Fee. Per day billed as guest. For vehicles, boats or trailers prior to being co			
1st day free. Each additional day	\$30.00	\$31.50	\$32.13
3. NIT Lot Storage			
a. Per Square foot, monthly Charge		\$0.31	\$0.32
b. Minimum monthly Charges		\$31.00	\$31.62
4. Charge for improper use of parking lot (i.e. boat repair), per day	\$24.00	\$25.20	\$26.21
L. Net & Gear Maintenance. 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	\$21.00	\$22.05	\$22.49
2. Terminal Lot, per day. (7 calendar days max)	\$24.72	\$25.00	\$25.50
3. Recreational Marina	\$21.00	\$22.05	\$22.49
M. Work Barge. Includes equipment and labor.			
1. Work Boat, per hour	\$138.00	\$203.70	\$211.85
2. Wood Barge, per day (work boat extra)	\$26.00	\$86.10	\$89.54
3. Skiff, per hour	\$14.50	\$74.03	\$76.99
N. Clean-up. Fees will be charged for each man-hour at the established labor rate.			
1. Oil Spills, per hour (HAZWOPER trained staff)	\$102.00	\$107.10	\$111.38
O. Disposal Fees.			
1. Just Oil, per gallon	\$0.52	\$0.55	\$0.57
2. Oil-Water Mix, per gallon	\$1.05	\$1.10	\$1.14
3. Net Disposal and/or Related Gear, per pound	\$0.19	\$0.20	\$0.21
4. Garbage, per pound	\$0.16	\$0.17	\$0.18
P. Port Labor. Includes all staff and fully burdened. Per hour, one hour minimum, in 15 minute increments.			
1. Regular Hours	\$56.00	\$58.80	\$61.15
2. Overtime. Any services required outside the established work	\$84.00	\$88.20	\$91.73
3. Emergency Call-out. Any services requiring a port employee n	\$106.00	\$111.30	\$115.75
Q. Pallet Charge. Any Port owned pallet leaving yard, each	\$6.50	\$6.83	\$7.10

Portwide Rates and Fees

	FY 2019	FY 2020	FY 2021
R. Dredge Spoils. Includes state fees; may be waived for other public agencies per Cubic Yard	\$2.65	\$2.90	\$3.02
S. Keys/Cards.			
1. South Beach Facilities. Cards			
a. First card (and/or Original)	free	free	free
b. Replacement/additional		\$6.83	\$7.10
1. Bay Front Facilities. Keys.			
a. Original (1st one)	\$18.00	\$18.90	\$19.66
b. Replacement/additional	\$32.00	\$33.60	\$34.94
T. Truck Toll. Vehicles with a Commercial Motor Vehicle Classification of Class 6 Or higher (GVWR of 19,501 lbs or above), per axle		\$7.00	\$7.28

Section 2. Commercial Marina (Bay Front) Charges. (Port Docks 1, 3, 5 and 7). Rates Effective July 1,2020

	FY 2019	FY 2020	FY 2021
A. Moorage Per Foot			
Transient (Daily)	\$0.52	\$0.60	\$0.66
Monthly	\$9.50	\$10.93	\$11.88
<i>Semi Annual</i>	\$35.00	\$38.50	\$43.56
<i>Annual</i>	\$46.00	\$50.60	\$58.08
<i>Weekly</i>	\$5.00		
B. Parking Permits Commercial Fisherman Only, paid in advance (annual April 1 - March 31)	\$23.00	\$24.15	\$25.12

Section 3. International Terminal Charges. International Terminal Tariff No. 1 adopted via Res. No. 2014-03 on May 22, 2014. Updated with Resolution 2019-07 Setting Rates, Fees & Charges, effective July 1, 2020

	FY 2019	FY 2020	FY 2021
A. Port Security Fee. (§I.13). Per day	\$895.00	\$895.00	\$930.80
B. Materials & Supplies. (§I.31) (cost plus)	\$0.25	25%	\$0.25
C. Dockage Charges. (§III.13). Rate per day, by length.			
1. 000.00 – 351.05 ft	\$1,627.00	\$1,708.35	\$1,776.68
2. 351.05 – 371.02 ft	\$1,792.00	\$1,881.60	\$1,956.86
3. 371.02 – 400.26 ft	\$1,981.00	\$2,080.05	\$2,163.25
4. 400.26 – 426.51 ft	\$2,203.00	\$2,313.15	\$2,405.68
5. 426.51 – 449.48 ft	\$2,373.00	\$2,491.65	\$2,591.32
6. 449.48 – 475.72 f	\$2,604.00	\$2,734.20	\$2,843.57
7. 475.72 – 498.69 ft	\$2,960.00	\$3,108.00	\$3,232.32
8. 498.69 – 524.93 ft	\$3,527.00	\$3,703.35	\$3,851.48
9. 524.93 – 551.18 ft	\$3,639.00	\$3,820.95	\$3,973.79
10. 551.18 – 574.15 ft	\$3,822.00	\$4,013.10	\$4,173.62
11. 574.15 – 600.39 ft	\$4,373.00	\$4,591.65	\$4,775.32
12. 600.39 – 626.64 ft	\$5,092.00	\$5,346.60	\$5,560.46
13. 626.64 – 649.99 ft	\$5,787.00	\$6,076.35	\$6,319.40
14. Above 650 ft., added on top of above rate, per ft	\$8.90	\$9.35	\$9.72
15. Exceptions for certain vessels. (§II.14), per ft. per day	\$0.80	\$1.35	\$1.40
D. Service and Facility Charges. (§III.2). Per 1000 board feet, unless noted			
1. Logs. Scribner scale, ex dock	\$7.75	\$8.14	\$8.46
2. Cants.	\$6.00	\$6.30	\$6.55
3. Lumber. Packaged rough.	\$5.22	\$5.48	\$5.70
4. Lumber. Packaged surfaced	\$4.63	\$4.86	\$5.06
5. Plywood, Veneer, corestock & hardboard, /1000 kilos	\$5.87	\$6.16	\$6.41
6. Pulp, Linerboard, bales or rolls, 2000 kilos	\$3.49	\$3.66	\$3.81
7. Other commodities, per metric ton or 1000 bf	\$6.83	\$7.17	\$7.46
8. Other commodities, per cubic meter	\$5.69	\$5.97	\$6.21
E. Wharfage Assessment. (§III.6). Minimum charge for any single bill of lading	\$10.00	\$10.50	\$10.92
F. Wharf Charges. (§III.7). Per 1000 board feet, unless noted. In addition to Service and Facility Charges.			
Logs. Scribner scale, ex dock	\$9.50	\$9.98	\$10.37
Cants	\$6.00	\$6.30	\$6.55
Lumber. Packaged rough	\$4.55	\$4.78	\$4.97
Lumber. Packaged surfaced	\$4.03	\$4.23	\$4.40
Plywood, Veneer, corestock and hardboard, per 1000 kilos	\$3.96	\$4.16	\$4.32
Pulp, Linerboard, bales or rolls	\$2.72	\$2.86	\$2.97
Other commodities, per 1000 kilos	\$5.57	\$5.85	\$6.08
Other commodities, per cubic meter	\$4.57	\$4.80	\$4.99
G. Cargo Staging Area. (§IV.2). Base rent for surge area.			
1. per week, seven days	\$2,000.00	\$2,100.00	\$2,184.00

Section 3. International Terminal Charges. International Terminal Tariff No. 1 adopted via Res. No. 2014-03 on May 22, 2014. Updated with Resolution 2019-07 Setting Rates, Fees & Charges, effective July 1, 2020

	FY 2019	FY 2020	FY 2021
2. per day, less than seven days	\$300.00	\$315.00	\$327.60
H. Line Service. (§V.3). Labor will be charged at the rates set out in the current			
ILWU/PMA West Coast Contract. Rate schedule per day			
1. 2 men	\$520-\$656	\$520-\$656	\$520-\$656
2. 4 men	\$1,061-\$1,317	\$1,061-\$1,317	\$1,061-\$1,317
3. 6 men	1,575-\$1,973	1,575-\$1,973	1,575-\$1,973
4. 8 men	\$2,153-\$2,631	\$2,153-\$2,631	\$2,153-\$2,631

Section 4. Recreational Marina (South Beach) Charges. Rates effective XXXXXXXXXXXXX

	FY 2019	FY 2020	FY 2021
A. Moorage Rates Per linear foot. Charge based on boat length or slip length, whichever is greater.			
Charge at F-Dock based on boat length.			
Daily	\$0.80	\$0.84	\$0.87
Weekly	\$5.00	\$5.25	\$5.46
Monthly	\$12.00	\$12.60	\$16.25
SemiAnnual	\$40.00	\$42.00	\$51.00
Annual	\$60.00	\$63.00	\$80.00
Cancellation Fee – Semi-Annual or Annual Moorage			
30 days or more before check-in date	\$53.00	\$55.65	\$57.88
Less than 30 days before check-in, or early check-out	\$105.00	\$110.25	\$114.66
Live aboard Per Person, requires written contract (monthly)	\$80.00	\$84.00	\$87.36
Live aboard Electrical Surcharge (per month)	\$0.00	\$0.00	\$35.00
B. South Beach Charter Rates.			
Annual Moorage, per linear foot (PONFC)	\$50.00	\$52.50	\$71.00
Charter License	\$350.00	\$367.50	\$382.20
C. Dock Box.			
1. Purchase (at cost) Purchase	\$375.00	\$393.75	\$409.50
D. Service Fee Reimbursement. For electric pedestal amperage overloads			
	\$100.00	\$105.00	\$109.20
E. Electrical Upgrade. From 20 to 30 amp. One time			
	\$75.00	\$105.00	\$109.20
F. Line Replacement. Per foot, per time			
	\$1.50	\$1.58	\$1.64
G. Launch Fee			
1. Daily	\$6.00	\$6.00	\$6.24
2. Annual			
a. Resident	\$70.00	\$73.50	\$76.44
b. Resident Senior	\$50.00	\$50.00	\$52.00
c. Non-resident	\$100.00	\$105.00	\$109.20
d. Non-resident Senior (60+)	85	\$89.25	92.82
e. Military Veterans, Disabled, Retired or Active Duty; with ID proof	50	\$50.00	52
H. Parking			
a. Daily			\$3.00
b. Annual (for Annual permit Holders)			\$45.00

Section 5. Recreational Vehicle Park Fees. Rates effective July 1, 2020. Applicable state and municipal lodging tax will be an additional charge.

RV Park Rates			
A. High Traffic Surcharge. Per night (2 night min.) Added to all RV Park stays in Marina RV Park, RV Park Annex, and Dry Campin			
1. Memorial Day, Labor Day, 4 th of July	20	\$20.00	\$20.00
2. Seafood & Wine Festival	\$50.00	\$50.00	\$50.00
3. Seafood & Wine Festival, Dry Camping	\$20.00	\$20.00	\$20.00
3. Other Special Events	varies	varies	
All Marina Park Sites			
Peak Season (Summer), May 1 – October 31			
Main Park			
a. Daily			
i. Regular	\$50.00	\$60.00	\$62.40
ii. Good Sam	\$45.00	\$54.00	\$56.16
b. Weekly			
i. Regular			
ii. Good Sam			
c. Monthly	\$900.00	\$950.00	\$988.00
The Annex			
a. Daily	\$38.00	\$44.00	\$45.76
b. Weekly			
c. Monthly	\$750.00	\$820.00	\$852.80
Dry Camping, daily	\$27.00	\$27.00	\$28.08

Section 4. Recreational Marina (South Beach) Charges. Rates effective XXXXXXXXXXXXX

	FY 2019	FY 2020	FY 2021
All Marina Park Sites			
Off Season (Winter). November 1 – April 30. No discounts during Seafood			
Main Park			
a. Daily			
i. Regular	\$43.00	\$54.00	\$56.16
ii. Good Sam	\$38.70	\$48.60	\$50.54
b. Weekly			
i. Regular			
ii. Good Sam			
c. Monthly	\$800.00	\$850.00	\$884.00
The Annex			
a. Daily	\$37.00	\$43.00	\$44.72
b. Weekly			
c. Monthly	\$750.00	\$800.00	\$832.00
Dry Camping, daily	\$25.00	\$25.00	\$26.00
D. South Beach Meeting Room			
Must be pre-arranged and authorized. Keys must be obtained and returned.			
1. Half Day	\$40.00	\$42.00	\$43.68
2. Full Day	\$100.00	\$105.00	\$109.20
Pet Fee. Charged additionally.			
Daily. First pet free; each additional	\$4.00	\$4.00	\$4.16
Weekly. First pet free; each additional			
Monthly. Charge per pet including first	\$11.00	\$11.00	\$11.44
Individual Fee. First two people free; each additional person charged.			
Daily	\$4.00	\$4.20	\$4.37
Weekly			
Monthly	\$42.00	\$44.10	\$45.86
Vehicle Fee. Any combination of three axle pieces of equipment (i.e. trailer, Fifth wheel, truck/car, storage trailer.) Charged for fourth piece.			
Daily	\$10.00	\$10.50	\$10.92
Weekly			
Monthly	\$50.00	\$52.50	\$54.60
H. Reservation Deposit. Payable at booking. Deposit will be applied to actual			
1. Daily and Weekly		first night's rate	
2. Monthly		first night's rate	
Non-refundable Reservation Fee.			
Before 72 hours			
72 hours and after			
Daily or weekly reservation, except holiday or special event.			
72 hours or more before check-in date	\$15.00	\$15.75	\$16.38
Less than 72 hours before check-in date		first night's rate	
Daily or weekly reservation, holiday or special event.			
14 days or more before check-in date	\$15.00	\$55.65	\$57.88
Fewer than 14 days before check-in date		first night's rate	
Monthly reservations.			
30 days or more before check-in date	\$53.00	\$55.65	\$57.88
Less than 30 days before check-in, or early check-out	\$105.00	\$110.25	\$114.66
Service Fee Reimbursement. For electric pedestal amperage overloads.			
First service call included in base rate. All other service reimbursements may be charged at actual cost to Port	\$100.00		
Laundry			

Section 4. Recreational Marina (South Beach) Charges. Rates effective XXXXXXXXXXXXX

	FY 2019	FY 2020	FY 2021
Washing Machines	\$2.00	\$2.50	\$2.50
Dryers	(\$2.00 until new equipment installed, then \$2.50)	\$2.00	\$2.50
Showers			
1. Marina RV Park and Annex RV Sites	free		
2. Marina Slips & Dry Camping, per 5 minutes	\$1.50	\$1.50	\$1.50
Service Fees. Rates become effective July 1, 2020. Port owned equipment to be operated by Port personnel.			
A. Storage.			
1. Outside Lot Storage			
a. Boat trailer only, per night	\$2.65	\$2.78	\$2.84
b. Boat on trailer, per night, 10 days limit	\$8.50	8.93	\$9.11
2. Emergency Storage Fee. Per day billed as guest. For vehicles, boats or	\$30.00	\$31.50	\$32.13
B. Clean up. Fees will be charged for each man-hour at the established labor rate.			
Port Equipment Charges are extra.			
1. Oil Spills, per hour (HAZWHOPER tr	\$0.00	\$0.00	\$0.00
C. Keys/Cards			
1. South Beach Facilities Cards			
a. Original (1 st one)	free	free	free
b. Replacement/additional (each)	\$6.50		
E. Dredge Spoils. Includes state fees; may be waived for other public agencies			
Per cubic yard	\$2.65	\$2.90	\$3.02

Section 5. Civil Penalties. Penalties found in PONFC (Sec. 7.4(a)). Paid in full.
Effective July 1, 2020.

	FY 2019	FY 2020	FY 2021
Class A Violation			
0-14 days, per day	\$315.00	\$330.75	\$343.98
15-29 days, per day	\$630.00	\$661.50	\$687.96
30+ days, per day	\$1,050.00	\$1,102.50	\$1,146.60
Class B Violation			
0-14 days, per day	\$158.00	\$165.90	\$172.54
15-29 days, per day	\$315.00	\$330.75	\$343.98
30+ days, per day	\$525.00	\$551.25	\$573.30
Class C Violation			0
0-14 days, per day	\$32.00	\$33.60	\$34.94
15-29 days, per day	\$63.00	\$66.15	\$68.80
30+ days, per day	\$105.00	\$110.25	\$114.66
Class D Violation			
0-14 days, per day	\$16.00	\$16.80	\$17.47
15-29 days, per day	\$32.00	\$33.60	\$34.94
30+ days, per day	\$53.00	\$55.65	\$57.88
Parking Violation. Per event, both vehicles and trailers			
0-10 days, paid within	\$42.00	\$44.10	\$45.86
11-20 days, paid within	\$89.00	\$93.45	\$97.19
21+ days	\$131.00	\$137.55	\$143.05

Section 7. Administrative Fees. Staff may require payment or deposit in advance of service.
(ORS 192.440(4)(a)). Effective July 1, 2020

	FY 2019	FY 2020	FY 2021
Public Records Request Fee Schedule			
Copies of Public Records, per page		\$0.53	\$0.55
Copies of Nonstandard documents		\$22.05	\$22.93
Copies of Sound Recordings (Each)		\$12.60	\$13.10
Port labor, charged at standard rate	\$56.00	\$58.80	\$61.15
Faxes/Emailing. Per page.			
Local	\$1.10	\$1.16	\$1.21
Long Distance	\$2.00	\$2.10	\$2.18
Incoming	\$1.50	\$1.58	\$1.64
Copies	\$0.30	\$0.32	\$0.33
Long Distance Phone Calls	\$2.50	\$2.63	\$2.74
Lamination. Per page, letter size	\$2.50	\$2.63	\$2.74
Notice Posting. For non-payment of lease or moorage	\$75.00	\$78.75	\$81.90
Failure to Register. For research related to unregistered boats, Per hour, one hour minimum, in 15 minute increments. Charged at the established labor rate.	\$40.00	\$52.50	\$54.60
International Terminal Meeting Room. Must be pre-arranged and authorized.			
1. Half day		\$42.00	\$43.68
2. Full day		\$84.00	\$87.36
Keys must be obtained and returned. Certain waivers			
Returned Check Fee. Plus bank fees		\$52.50	\$54.60
Per Annum Interest Rate applied to past due accounts (All Marina's and Terminals)		20%	21%
Collection Agency Mark-up. Added to past due amount (ORS 697.105)			
POV Mileage Reimbursement Rate (IRS)	Current	Current	
Travel Reimbursement Rates follow current IRS per diem rates	Current	Current	
Impound Seizure Fee			
Vessel	\$850.00	\$892.50	\$928.20
Car/Truck/Trailer	\$125.00	\$131.25	\$136.50
Towing	cost plus 10%		
Process Fees. Any additional fees incurred by the Port as part of an eviction process.			
Notice	\$75.00	\$78.75	\$81.90
FED Complaint	\$250.00	\$262.50	\$273.00
Court Hearing	\$200.00	\$210.00	\$218.40
Writ of Execution	\$160.00	\$168.00	\$174.72
Special Use Permit Fee. GM has authority to adjust usage fee based upon non-profit status and other criteria			
1. Application Fee	\$110.00	\$115.50	\$120.12
2. Usage Fee, Number of Participants, Attendees, Contestants and Volunteers at Event			
a. 1-200	\$420.00	\$441.00	\$458.64
b. 201-500	\$683.00	\$717.15	\$745.84

Section 7. Administrative Fees. Staff may require payment or deposit in advance of service.
 (ORS 192.440(4)(a)). Effective July 1, 2020

	FY 2019	FY 2020	FY 2021
c. 501-1000	\$945.00	\$992.25	\$1,031.94
d. 1001-5000	\$1,470.00	\$1,543.50	\$1,605.24
e. 5001-10,000	\$1,995.00	\$2,094.75	\$2,178.54
f. 10,001-20,000	\$2,520.00	\$2,646.00	\$2,751.84
g. More than 20,000	\$5,250.00	\$5,512.20	\$5,732.69
3. Vendors, per each	\$50.00	\$52.50	\$54.60
4. Insurance Certificate Limits			
a. General Liability, per occurrence	General Liability, per occurrence		\$2MM
b. General Liability, in aggregate	General Liability, in aggregate		\$2MM
Security		Cost + 5 %	
Background Check.	\$40.00	\$42.00	\$43.68
Credit Check	\$40.00	\$42.00	\$43.68
Notary Fees (OAR 160-100-0410). Acknowledgement, Affidavit/Jurat, Oath/Affirmation, Witness/Attest		\$10.00	\$10.00
Package Handling Fee. Per item.			
1. Envelope		free	free
2. Package. 1 st one free. Fee for each additional package		\$5.25	\$5.46

Wage Steps
Effective 07/1/2020 to 06/30/2021

Port of Newport



Step Increment (%) 3.0%

HOURLY RATE BY STEP

Administration	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	Annual Range	
General Manager	\$56.40	\$58.09	\$59.84	\$61.63	\$63.48	\$65.39	\$67.35	\$69.37	\$71.45	\$73.59	\$75.80	\$78.07	\$113,900.80	\$162,395.31
Administrative Supervisor	\$18.18	\$18.72	\$19.29	\$19.87	\$20.46	\$21.08	\$21.71	\$22.36	\$23.03	\$23.72	\$24.43	\$25.16	\$36,712.00	\$52,342.53
Finance														
Director of Finance *	\$45.00	\$46.35	\$47.74	\$49.17	\$50.65	\$52.17	\$53.73	\$55.35	\$57.01	\$58.72	\$60.48	\$62.29	\$90,875.20	\$129,566.31
Accounting Supervisor	\$25.39	\$26.15	\$26.94	\$27.74	\$28.58	\$29.43	\$30.32	\$31.23	\$32.16	\$33.13	\$34.12	\$35.15	\$51,272.00	\$73,101.61
Accounting Specialist 1	\$20.16	\$20.76	\$21.39	\$22.03	\$22.69	\$23.37	\$24.07	\$24.79	\$25.54	\$26.30	\$27.09	\$27.90	\$36,691.20	\$58,041.19
Accounting Specialist 2	\$17.39	\$17.91	\$18.45	\$19.00	\$19.57	\$20.16	\$20.76	\$21.39	\$22.03	\$22.69	\$23.37	\$24.07	\$28,932.80	\$50,066.84
Accounting Specialist 3	\$15.00	\$15.45	\$15.91	\$16.39	\$16.88	\$17.39	\$17.91	\$18.45	\$19.00	\$19.57	\$20.16	\$20.76	\$22,817.60	\$43,188.10
RV Park Supervisor	\$28.52	\$29.38	\$30.26	\$31.17	\$32.10	\$33.06	\$34.06	\$35.08	\$36.13	\$37.21	\$38.33	\$39.48	\$57,595.20	\$82,116.98
Port Guest Services Rep 1	\$17.31	\$17.83	\$18.37	\$18.92	\$19.49	\$20.07	\$20.67	\$21.29	\$21.93	\$22.59	\$23.27	\$23.97	\$36,012.62	\$49,849.88
Port Guest Services Rep 2	\$14.94	\$15.38	\$15.84	\$16.32	\$16.81	\$17.31	\$17.83	\$18.37	\$18.92	\$19.49	\$20.07	\$20.67	\$30,160.00	\$43,000.95
Operations														
Director of Operations	\$50.83	\$52.36	\$53.93	\$55.54	\$57.21	\$58.93	\$60.69	\$62.52	\$64.39	\$66.32	\$68.31	\$70.36	\$102,648.00	\$146,351.50
Project Engineer	\$27.44	\$28.26	\$29.11	\$29.98	\$30.88	\$31.81	\$32.76	\$33.75	\$34.76	\$35.80	\$36.88	\$37.98	\$55,411.20	\$79,003.12
Facilities Manager	\$30.90	\$31.83	\$32.78	\$33.77	\$34.78	\$35.82	\$36.90	\$38.00	\$39.14	\$40.32	\$41.53	\$42.77	\$62,400.00	\$88,967.48
HarborMaster	\$31.73	\$32.69	\$33.67	\$34.68	\$35.72	\$36.79	\$37.89	\$39.03	\$40.20	\$41.41	\$42.65	\$43.93	\$64,084.80	\$91,369.60
Maintenance 1	\$20.76	\$21.39	\$22.03	\$22.69	\$23.37	\$24.07	\$24.79	\$25.54	\$26.30	\$27.09	\$27.90	\$28.74	\$43,188.10	\$59,782.43
Maintenance 2	\$17.91	\$18.45	\$19.00	\$19.57	\$20.16	\$20.76	\$21.39	\$22.03	\$22.69	\$23.37	\$24.07	\$24.79	\$37,254.43	\$51,568.85
Maintenance 3	\$15.45	\$15.91	\$16.39	\$16.88	\$17.39	\$17.91	\$18.45	\$19.00	\$19.57	\$20.16	\$20.76	\$21.39	\$31,200.00	\$44,483.74
Assistant Harbormaster	\$25.39	\$26.15	\$26.93	\$27.74	\$28.57	\$29.43	\$30.31	\$31.22	\$32.16	\$33.12	\$34.12	\$35.14	\$51,267.84	\$73,095.68

* General Manager Rate is set by Contract

** General Manager and Directors are salaried exempt

Next Steps

WEDNESDAY, JUNE 10

Publish hearing notice and summary
(Notice to *News Times* by Mon June 08)

TUESDAY, JUNE 23

Public hearing and adopt budget resolution, 6:00 p.m.

No later than: **TUESDAY, JULY 07**

Submit budget documents to County Assessor

- LB-50 x 2
- Budget Resolution x 2

No later than: **TUESDAY, SEPTEMBER 08**

Submit budget documents to County Clerk

- Budget Message (from budget committee)
- Budget Detail (LB forms from June meeting)
- Meeting affidavit (from paper)

December 1, 2020, Begin budget process for FY 2021-2022

