

PORT OF NEWPORT COMMISSION WORK SESSION AGENDA

Tuesday, 3 April 2018, 12:00 pm
South Beach Activities Room
2120 SE Marine Science Drive, Newport, OR 97365

2018-2019 BUDGET PRIORITIES WORKSHOP

- I. Call to Order
- II. Fiscal Year 2017-2018 Audit Report, includes Audited Financialsp 3
- III. Resolution Setting Rates, Fees & Charges (Review Only).....p 53
- IV. Resolution to increase the General Manager’s Spending Limit from \$5,000 to \$10,000,
And to set the Director of Finance’s Spending Limit to \$5,000
- V. Personnel Expenses
- VI. Project Priorities
- VII. Adjournment

Annual Budget Committee Meeting: Tuesday, May 9th at 6:00pm, South Beach Activities Room.

Regular Commission 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 South Beach Activities Room: <http://portofnewport.com/rv-parks/map.php>

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**PORT OF NEWPORT
OREGON**

**FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT**

JUNE 30, 2017

Prepared By
SIGNE GRIMSTAD
Certified Public Accountant
530 NW 3rd, Suite E
PO Box 1930
Newport, Oregon 97365

PORT OF NEWPORT, OREGON

BOARD OF COMMISSIONERS

Walter Chuck, President
Newport, Oregon
Position No. 1

Serving since November 22, 2011
Term Expires June 30, 2019

Ken Brown, Vice-President
Newport, Oregon
Position No. 4

Serving since January 13, 2014
Term Expires June 30, 2017

Patricia Patrick-Joling, Secretary/Treasurer
Newport, Oregon
Position No. 5

Serving since July 1, 2015
Term Expires June 30, 2019

Stewart Lamerdin
Newport, Oregon
Position No. 3

Serving since July 1, 2015
Term Expires June 30, 2019

Steve Beck
Newport, Oregon
Position No. 2

Serving since June 21, 2016
Term Expires June 30, 2017

Aaron Bretz, Interim General Manager
600 SE Bay Boulevard
Newport, OR 97365

PORT OF NEWPORT, OREGON

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GRIMSTAD & ASSOCIATES
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

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Newport, OR 97365
(541) 265-5411
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Board of Commissioners
Port of Newport
Newport, Oregon

Report on the Financial Statements

I have audited the accompanying financial statements of the business-type activities of the Port of Newport (Port) as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Port's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Port of Newport as of June 30, 2017, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Members:
AICPA OSCP & OAIA

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussions and analysis and defined employee pension plan (PERS) schedules and notes, listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.


Other Information

My audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Port of Newport's basic financial statements. The accompanying supplemental information, budget and actual schedules and reconciliation to net position listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

This supplemental information is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the budget and actual schedules and reconciliation to net position are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Oregon State Regulations

In accordance with the Minimum Standards Audit of Oregon Municipal Corporations, I have issued my report dated February 16, 2018 on my consideration of Port of Newport's compliance with certain laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of my testing of compliance and the results of that testing and not to provide an opinion on compliance.


SIGNE GRIMSTAD
Certified Public Accountant
Newport, Oregon
February 16, 2018

PORT OF NEWPORT, OREGON

MANAGEMENT'S DISCUSSION AND ANALYSIS

INTRODUCTION

As management of the Port of Newport, Oregon, we offer readers this narrative overview and analysis of the financial activities of the Port for the fiscal year ended June 30, 2017. The readers are encouraged to read this narrative overview in conjunction with the accompanying financial statements.

FINANCIAL HIGHLIGHTS (in thousands)

- Total assets of the Port are \$90,281 with capital assets of \$80,525 net of accumulated depreciation. Current assets are \$8,941 at June 30, 2017.
- The assets of the Port exceeded its liabilities at the close of the fiscal year by \$46,995 (Net Position). Of this amount \$4,035 (unrestricted net position) may be used to meet the Port's ongoing obligations.
- The Port's net position decreased by \$826 from June 30, 2016.
- Total operating revenue was \$6,016 which is an increase of 1.2% over the prior year.
- Total operating expenses for the year were \$6,301. This figure is .6% higher than the prior year.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Port of Newport's basic financial statements. The Statement of Net Position presents information on all of the Port's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Port is improving or deteriorating.

The Statement of Revenues, Expenses and Changes in Net Position presents information showing how the Port's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing when the related cash flows occur. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (i.e., uncollected taxes and earned but unused vacation leave).

Notes to basic financial statements provide additional information that is essential to a full understanding of the data provided in the Port's statements. The notes can be found on pages 6 through 26 of this report.

PORT OF NEWPORT, OREGON

MANAGEMENT'S DISCUSSION AND ANALYSIS

PORT-WIDE FINANCIAL STATEMENTS

Statement of Net Position (in thousands)

| | <u>2017</u> | <u>Restated 2016</u> |
|--|----------------------|--------------------------|
| Assets | | |
| Current assets | \$ 8,941 | \$ 8,865 |
| Other assets | 3 | 5 |
| Capital assets | <u>80,525</u> | <u>82,731</u> |
| Total assets | 89,469 | 91,601 |
| Deferred outflows | <u>812</u> | <u>454</u> |
| Total assets and deferred outflows | <u>90,281</u> | <u>92,055</u> |
| Liabilities | | |
| Current liabilities | 2,675 | 2,553 |
| Noncurrent liabilities | <u>40,493</u> | <u>41,529</u> |
| Total liabilities | 43,168 | 44,082 |
| Deferred inflows | <u>118</u> | <u>152</u> |
| Total liabilities and deferred inflows | <u>43,286</u> | <u>44,234</u> |
| Net Position | | |
| Net invested in capital assets | 39,020 | 40,061 |
| Restricted | 3,940 | 4,342 |
| Unrestricted | <u>4,035</u> | <u>3,418</u> |
| Total net position - restated | <u>\$ 46,995</u> | <u>\$ 47,821</u> |

Restated – It was determined in the current year that accounts receivable was understated by \$35 in the previous year ending June 30, 2016. Also discovered was a system development charge assessed in December of 2015, resulting in capital assets and debt being understated by this amount. See Note 10.

By far the largest portion of the Port's net position (83%) reflects its investment in capital assets (i.e., land, dock infrastructure, marina, recreational vehicle park, construction in progress, etc.) less related outstanding debt used to acquire those assets. The Port uses these capital assets to provide services to facility patrons; consequently, these assets are not available for future spending. Although the Port's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

PORT OF NEWPORT, OREGON

MANAGEMENT'S DISCUSSION AND ANALYSIS

PORT-WIDE FINANCIAL STATEMENTS - Continued

Statement of Revenues, Expenses and Changes in Net Position (in thousands)

| | <u>2017</u> | <u>Restated 2016</u> |
|--|------------------|--------------------------|
| Revenues | | |
| Operating revenue from services | \$ 6,016 | \$ 5,942 |
| Nonoperating revenue: | | |
| Grants | 37 | 2 |
| Property taxes | 1,086 | 1,073 |
| Interest | 21 | 19 |
| Gain (loss) on sale of equipment | (6) | 1 |
| Miscellaneous | <u>36</u> | <u>0</u> |
| Total revenues | <u>7,190</u> | <u>7,037</u> |
| Expenses | | |
| Operating expenses | 6,301 | 6,268 |
| Other | <u>1,933</u> | <u>1,890</u> |
| Total expenses | <u>8,234</u> | <u>8,158</u> |
| Excess (def) of revenue over expenses before contribution | (1,044) | (1,121) |
| Capital contribution | <u>218</u> | <u>0</u> |
| Change in net position | (826) | (1,121) |
| Net position - Beginning of the year | <u>47,821</u> | <u>48,942</u> |
| Net position - End of the year | <u>\$ 46,995</u> | <u>\$ 47,821</u> |

The Port recognized a loss in net position during the most recent fiscal year of \$(826). Operating revenues from moorages, leases, RV Park operations, and hoist dock revenue all increased compared to the prior fiscal year. Property taxes support the debt service for the General Obligation Bonds issued in 2007, 2008 and 2011 approved by voters for reconstructing the Newport International Terminal. Operating expenses increased as a result of increased operational services and projects.

PORT OF NEWPORT, OREGON

MANAGEMENT'S DISCUSSION AND ANALYSIS

FINANCIAL ANALYSIS OF THE PORT'S FUNDS

The Port operates as a special-purpose entity, reporting all of its activities as a single enterprise function. It accounts for various activities in separate funds to ensure and demonstrate compliance with finance-related legal and budget requirements.

The Port rolls all of its individual funds together for a single presentation in the Statement of Net Position and the Statement of Revenues, Expenses and Changes in Net Position, as well as the Statement of Cash Flows for Port-wide presentation.

GENERAL FUND BUDGETARY HIGHLIGHTS

A review of the Port's General Operating Fund indicates total revenues exceeded budgeted projections by \$234 and total expenses were 90% of budgeted levels.

CAPITAL ASSETS (in thousands)

The following table lists the Port's capital assets and their values, net of depreciation, as of June 30:

| | <u>2017</u> | Restated <u>2016</u> |
|---------------------|------------------|-------------------------|
| Land | \$ 20,222 | \$ 20,222 |
| Construction | 307 | 307 |
| Land improvements | 10,339 | 10,336 |
| Buildings and docks | 49,299 | 51,465 |
| Equipment | <u>358</u> | <u>401</u> |
| Total | <u>\$ 80,525</u> | <u>\$ 82,731</u> |

Restated – In the current year, it was discovered a system development charge in December 2015 was not recognized for \$124,140.

As shown in the table above, the Port's net capital assets decreased by \$2,206 during the current year. Current year activity included land improvements to redevelop a multi-use area at the south Beach Marina and RV Park with Oregon Brewing Company contributing half the cost; new pilings, Swede's Dock improvements, and access pier engineering in the Commercial Marina; storm water catch basins and security fencing at the International Terminal, and improvements at the NOAA MOC-P facility. The decline was caused by depreciation expense that exceeded current capital asset additions. For further information relating to the Port's capital assets, see Note 6 of the Notes to Basic Financial Statements.

PORT OF NEWPORT, OREGON

MANAGEMENT'S DISCUSSION AND ANALYSIS

DEBT OUTSTANDING

Figures presented in the following table illustrate balances outstanding (in the thousands) at June 30, 2017 and 2016.

| | <u>2017</u> | <u>Restated 2016</u> |
|-----------------------------------|------------------|--------------------------|
| General obligation bonds | \$ 12,710 | \$ 13,175 |
| Revenue bond | 20,015 | 20,885 |
| Full faith and credit obligations | 3,075 | 3,260 |
| State of Oregon loans | 4,292 | 4,482 |
| Bank loans and others | 666 | 492 |
| Capital leases | <u>13</u> | <u>24</u> |
| Total | <u>\$ 40,771</u> | <u>\$ 42,318</u> |

Restated – In December of 2015 the City of Newport issued a building permit to develop the shipping yard. Assessed were systems development charges of \$117,669, attaching as a lien to the real property.

In the fiscal year 2013, full faith and credit obligations of \$3,410,000 were issued to pay off two State of Oregon loans of \$2,624,942 at a lower interest rate and provide \$890,000 additional resources for the International Terminal project. An additional \$3,400,000 State of Oregon loans were taken out for the International Terminal reconstruction. Reductions in debt year to year represent scheduled principal payments.

In 2016 the Port issued refunding bonds of \$7,610,000 to pay off callable bonds in the 2007 and 2008 issues. The Port realized a net present value savings of approximately \$944,963.

In 2017 the Port partnered with Oregon Brewing Company for real property improvements, financing \$210,295 in a no interest obligation payable over five years.

For further information relating to the Port's debt, see Note 8 of the Notes to Basic Financial Statements.

DESCRIPTION OF CURRENTLY KNOWN FACTS, DECISIONS OR CONDITIONS

The Port placed plans to develop its property at McLean Point on hiatus after encountering unacceptable financial terms in the final iteration of documents that resulted from negotiations with Teevin Brothers Land and Timber Company and Sylvan Forest, LLC. Partial financing for the developments was rolled into that proposal and when the Port rejected the terms in the proposal, that financing was lost. Without enough time to renegotiate the terms, the Port returned the TIGER Grant to DOT with no fault and also returned the Oregon IRA loan. The Port would have had to leverage all of its unrestricted cash reserves in order to meet fund matching requirements for the TIGAR Grant. Without the TIGAR Grant, the Port could not accept the Oregon IRA loan.

PORT OF NEWPORT, OREGON

MANAGEMENT'S DISCUSSION AND ANALYSIS

The General Manager, Director of Finance, and International Terminal Supervisor each resigned during the fiscal year 2007-08. The Port is actively seeking to fill these positions with permanent personnel but is currently operating with interim personnel in those roles.

REQUESTS FOR INFORMATION

The Port's financial statements are designed to present district taxpayers, customers and creditors with a general overview of the Port's finances and to demonstrate the Port's accountability. Questions concerning any of the information provided in this report or requests for additional information should be addressed to: Port of Newport, 600 SE Bay Blvd., Newport, Oregon 97365.

PORT OF NEWPORT. OREGON

STATEMENT OF NET POSITION as of June 30, 2017

ASSETS

Current Assets

| | |
|---|------------------|
| Cash and cash equivalents | \$ 8,349,084 |
| Investment | 60,722 |
| Accounts receivable, net of allowance for doubtful accounts | 262,841 |
| Property taxes receivable | 97,260 |
| Prepaid expenses | 161,304 |
| Other assets | <u>9,346</u> |
| Total current assets | <u>8,940,557</u> |

Capital Assets

| | |
|--|-------------------|
| Land | 20,221,521 |
| Construction in progress | 307,009 |
| Buildings and equipment, net of depreciation | <u>59,996,774</u> |
| Total capital assets | <u>80,525,304</u> |

Other Assets

| | |
|---------------------------------------|--------------|
| Bond issue costs, net of amortization | <u>2,916</u> |
| Total other assets | <u>2,916</u> |

| | |
|--------------|-------------------|
| Total assets | <u>89,468,777</u> |
|--------------|-------------------|

Deferred Outflows of Resources

| | |
|--|----------------|
| Advanced refunding outflows, net of amortization | 416,150 |
| Pension related outflows | <u>395,844</u> |
| Total deferred outflows of resources | <u>811,994</u> |

| | |
|--|-------------------|
| Total assets and deferred outflows resources | <u>90,280,771</u> |
|--|-------------------|

LIABILITIES

Current Liabilities

| | |
|---|------------------|
| Accounts payable | 133,948 |
| Accounts payable from restricted assets | 28,391 |
| Accrued payroll expenses | 155,118 |
| Unearned revenue | 185,507 |
| Accrued interest payable | 16,533 |
| Accrued interest payable from restricted assets | 462,477 |
| Current portion of loans and capital leases payable | 268,179 |
| Current portion of bonds payable | <u>1,425,000</u> |
| Total current liabilities | <u>2,675,153</u> |

Long-term Liabilities

| | |
|---------------------------------------|-------------------|
| Loans and capital leases payable, net | 4,702,831 |
| Bonds payable, net | 35,108,905 |
| Net pension liability | <u>680,933</u> |
| Total long-term liabilities | <u>40,492,669</u> |

| | |
|-------------------|------------|
| Total liabilities | 43,167,822 |
|-------------------|------------|

Deferred Inflows of Resources

| | |
|-------------------------|----------------|
| Pension related inflows | <u>117,896</u> |
|-------------------------|----------------|

| | |
|---|-------------------|
| Total liabilities and deferred inflows of resources | <u>43,285,718</u> |
|---|-------------------|

Net Position

| | |
|--------------------------------|----------------------|
| Net invested in capital assets | 39,020,389 |
| Restricted | |
| Debt service | 3,666,765 |
| Maintenance reserve | 273,350 |
| Unrestricted | <u>4,034,549</u> |
| Total net position | <u>\$ 46,995,053</u> |

See accompanying notes to financial statements

PORT OF NEWPORT, OREGON

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
NET POSITION for the Year Ended June 30, 2017**

| | |
|---|-------------------------|
| OPERATING REVENUES | |
| Moorages and leases | \$ 4,448,988 |
| RV Park | 785,972 |
| Terminals | 22,252 |
| Hoist dock | 620,766 |
| Launch ramp | 65,910 |
| Other | <u>71,967</u> |
| Total operating revenues | <u>6,015,855</u> |
| OPERATING EXPENSES | |
| Salaries and wages | 1,012,114 |
| Payroll taxes and benefits | 302,931 |
| Administration, promotion and marketing | 130,967 |
| Maintenance | 305,640 |
| Utilities | 499,184 |
| Insurance | 278,801 |
| Professional fees | 85,666 |
| Service fees | 257,016 |
| Supplies | 78,020 |
| Operating fees | 60,841 |
| Other | 83,452 |
| Depreciation | <u>3,206,692</u> |
| Total operating expenses | <u>6,301,324</u> |
| Operating Income (Loss) | <u>(285,469)</u> |
| NONOPERATING REVENUE (EXPENSES) | |
| Property taxes | 1,086,112 |
| Grants | 37,269 |
| Grant expense | (60) |
| Interest income | 20,628 |
| Interest expense | (1,912,066) |
| Gain/loss on sale of equipment | (5,856) |
| Amortization | (20,807) |
| Miscellaneous | <u>35,290</u> |
| Total nonoperating revenue (expense) | <u>(759,490)</u> |
| Income (loss) before contributions | <u>(1,044,959)</u> |
| Contributed capital | <u>218,878</u> |
| Change in net position | <u>(826,081)</u> |
| NET POSITION - Beginning of year | <u>47,785,214</u> |
| Prior period adjustment | 35,920 |
| NET POSITION - Revised beginning of year | <u>47,821,134</u> |
| NET POSITION - End of year | <u>\$46,995,053</u> |

See accompanying notes to financial statements

PORT OF NEWPORT. OREGON

STATEMENT OF CASH FLOWS for the Year Ended June 30, 2017

| | |
|---|---------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | |
| Cash receipts from customers | \$ 6,100,180 |
| Cash payments for goods and services | (1,757,172) |
| Cash payments for employees and benefits | <u>(1,156,393)</u> |
| Net cash provided (used) by operating activities | <u>3,186,615</u> |
| CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES | |
| Non capital grants | 37,209 |
| Property taxes collected | <u>1,086,112</u> |
| Net cash provided (used) by noncapital financing activities | <u>1,123,321</u> |
| CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES | |
| Proceeds from capital financing | 210,295 |
| Acquisition and construction of capital assets | (1,068,806) |
| Proceeds from sale of assets | 62,435 |
| Loss on sale of capital assets | 196,695 |
| Debt related payments | 5,856 |
| Principal paid on debt | (1,757,206) |
| Interest paid on debt | <u>(1,918,487)</u> |
| Net cash provided (used) by capital and related financing activities | <u>(4,269,218)</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES | |
| Interest received | <u>20,325</u> |
| Net increase (decrease) in cash and cash equivalents | 61,043 |
| Cash and cash equivalents - Beginning of year (restricted \$4,839,263) | <u>8,288,041</u> |
| Cash and cash equivalents - End of year (restricted \$4,402,592) | <u>\$ 8,349,084</u> |
| RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES | |
| Operating income (loss) | \$ (285,469) |
| Adjustments to reconcile operating income (loss) to net cash provided by operating activities | |
| Depreciation | 3,206,692 |
| Pension expense | 105,569 |
| (Increase) decrease in operating assets | |
| Accounts receivable | 84,325 |
| Prepaid expenses | (89,448) |
| Increase (decrease) in operating liabilities | |
| Other assets | (9,346) |
| Accounts payable | 78,756 |
| Accrued payroll liabilities | 53,083 |
| Accrued expenses | (6,390) |
| Unearned revenue | <u>48,843</u> |
| Net cash provided (used) by operating activities | <u>\$ 3,186,615</u> |

See accompanying notes to financial statements.

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting and reporting framework and the more significant accounting principles and practices are disclosed below.

Reporting Entity

The Port is organized under the general laws of the State of Oregon. The governing body is a five-member elected Board of Commissioners (the Board). The daily management of the Port is under the supervision of the General Manager, who is appointed by the Board. The Port is the level of government financially accountable for all Port operations within its boundaries. As a result, all related activities have been included in the financial statements. There are various governmental agencies and special service districts that provide services within the Port's boundaries; however, the Port is not financially accountable for any of these entities, and accordingly their financial information is not included in these financial statements.

Measurement Focus, Basis of Presentation and Accounting

The Port is considered to be a single enterprise similar to a commercial entity for financial reporting purposes. Accordingly, these financial statements are maintained on the flow of economic resources measurement focus using the accrual basis of accounting and accounting principles applicable to commercial enterprises. This measurement focus provides that all assets and liabilities associated with operations are included on the Statement of Net Position. The Port's net position is segregated into net position invested in capital assets, restricted net assets and unrestricted net assets. The Statement of Revenues, Expenses and Changes in Net Position presents increases (revenues) and decreases (expenses) in net position.

The financial statements of the Port have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to government units. The Government Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental and financial reporting principles. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when liabilities are incurred.

Operating Revenues, Non-Operating Revenues and Operating Expenses

The Port has defined operating revenues to include lease fees, RV park fees, launch dock, hoist and moorage fees. Operating expenses are defined as those expenses directly related to providing the services reflected within operating revenues including depreciation and administration expenses. All revenues and expenses not meeting these definitions are reported as non-operating revenue and expenses. This includes property taxes, investment interest, gain (loss) on sale of capital assets, and non-operating grant revenue and amortization costs.

Deposits and Investments

The Port's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. For purposes of the statement of cash flows, all highly liquid investments with a maturity of three months or less when purchased are considered to be cash equivalents.

The Port's investment policies are governed by Oregon statutes. The statutes authorize the Port to invest primarily in general obligations of the U.S. Government and its agencies, certain bonded obligations of Oregon municipalities, bank repurchase agreements, bankers' acceptances, high-grade commercial paper and the State Treasurer's Local Government Investment Pool (LGIP). See Note 3.

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Receivables

Terminal, marina and lease receivables are shown net of an allowance for doubtful accounts. The allowance is judgmentally determined by management based on a collectability analysis.

Property taxes are levied and become a lien on all taxable property as of July 1. Property taxes are payable on November 15, February 15, and May 15. Discounts are allowed if the amount due is received by November 15 or February 15. Taxes unpaid and outstanding on May 16 are considered delinquent. Property taxes receivable are deemed to be substantially collectible or recoverable through liens; therefore, no allowance for uncollectible taxes has been established.

Capital Assets

All purchased capital assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at their estimated fair value on the date received. Interest costs are capitalized as part of the costs of capital assets during the period of construction based on borrowing costs incurred. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable. The Port recognizes assets with an initial cost or donated value of more than \$5,000 and an estimated life of over more than one year.

Capital assets constructed with tax-exempt borrowing may include capitalized interest as part of the costs of capital assets. All interest costs of the borrowing less any interest earned on investments acquired with the proceeds of the borrowing are capitalized from the date of the borrowing until the assets are ready for their intended use.

Assets subject to depreciation are depreciated over their estimated useful lives on the straight-line basis. Estimated useful lives for land improvements (marina and RV park) are 10 to 20 years, buildings - 25 to 40 years, docks - 20 to 40 years, and equipment from 5 to 10 years.

Compensated Absences

Employees are permitted to accumulate earned but unused vacation and related employee benefits. Vacation and holiday pay are recognized as expense when earned. Compensated absences are reported and accrued in the Statement of Net Position.

Interfund Transactions

Transactions that constitute reimbursements to a fund for expenses initially made from it that are properly applicable to another fund are recorded as expenses in the reimbursing fund and as reductions of expenses in the fund that is reimbursed.

All other interfund transactions are reported as transfers and as a general rule are eliminated from the enterprise financial statements. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "interfund receivables/payables" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds."

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Prepaid Items

Payments made to vendors for services that will benefit periods beyond June 30 are recorded as prepaid items.

Long-Term Liabilities

General obligation bonds are payable from property taxes. All other long-term obligations are payable from operations.

Pensions

In accordance with GASB Statement 68, *Accounting and Financial Reporting for Pensions - an Amendment of GASB Statement 27*, the Port's net pension (asset)/liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the OPERS and additions to/deductions from OPERS's fiduciary net position have been determined on the same basis as they are reported by OPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to future period(s) and so will not be recognized as an outflow of resources (expenditure/expense) until then. The Port has one item that qualifies for reporting in this category, it's deferred amounts relating to pensions which consist of employer contributions to the Oregon Public Employees Retirement System (OPERS) after the measurement date, experience differences, and changes in proportion. This amount is deferred and recognized as an outflow of resources in the period when the Port recognizes pension expense/expenditures. Deferred outflows are included in the proprietary funds Statement of Net Position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Port has one item that qualifies for reporting in this category, it's deferred amounts relating to pensions. This amount is deferred and recognized as an inflow of resources in the period when the Port's recognizes pension income. Deferred inflows are included in the government-wide Statement of Net Position and the proprietary funds Statement of Net Position, if applicable.

Net Position

Net Position represents the difference between (a) assets and deferred outflows of resources and (b) liabilities and deferred inflows of resources in the Port's financial statements.

Net position is divided into three components:

Net investment in capital assets - consists of the historical cost of capital assets less accumulated depreciation and less any debt that remains outstanding that was used to finance those assets plus deferred outflows of resources less deferred inflows of resources related to those assets.

Restricted net assets - consists of assets that are restricted by the Port's creditors, by enabling legislation, by grantors, and other contributors.

Unrestricted - all other net assets reported in this category.

PORT OF NEWPORT, OREGON

NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Restricted Assets and Related Liabilities

Assets whose use is restricted for construction related to the marine terminal redevelopment project, the National Oceanic and Atmospheric Administration (NOAA) Marine Operations Center - Pacific (MOC-P) project, the facilities maintenance reserve and the payment of bonded debt service, as well as all related liabilities are segregated on the Statement of Net Position.

Where both restricted and unrestricted resources are available for use, it is the Port's policy to use restricted resources to the limits of the policies and statutes governing them first, then unrestricted resources as they are needed.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Budget Law and Practice

The Port legally adopts an annual budget for each proprietary fund prior to July 1 through passage of a resolution in accordance with the legal requirements set forth in the Oregon Local Budget Law. The resolution authorizes fund appropriations at the following control levels: personnel services, materials and services, capital outlay, debt service, interfund transactions, operating contingency, and all other requirement levels. Expenditures cannot legally exceed appropriations at these control levels.

Budgets are prepared using the modified accrual basis of accounting. A reconciliation schedule brings the budget basis to full accrual for compliance with generally accepted accounting principles.

Unexpected additional resources may be added to the budget through the use of a supplemental budget. The supplemental budget process requires hearings before the public, publications in newspapers, and approval by the Board. Only the Board may modify original and supplemental budgets by the use of appropriation transfers between the levels of control. In addition, Oregon Local Budget Law provides certain specific exceptions to the supplemental budget process to increase appropriations. Such transfers and increases require Board's approval by adoption of a resolution.

Budget appropriation amounts shown in the financial statements include the original and revised budget appropriations as approved by the Board. Appropriations are limited to a single fiscal year; therefore, all spending authority of the Port lapse at year end.

Over Expenditures

The following funds over expended as follows:

| | |
|--|------------------|
| | <u>Balance</u> |
| NOAA Lease Revenue Fund - Capital Outlay | <u>\$ 12,296</u> |

PORT OF NEWPORT, OREGON

NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 3 - DEPOSITS AND INVESTMENTS

Cash, cash equivalents and investments as of June 30 consist of the following:

| | <u>Balance</u> | <u>Restricted</u> | <u>Unrestricted</u> |
|---|---------------------------|---------------------------|----------------------------|
| Cash on hand | \$ 1,375 | \$ 0 | \$ 1,375 |
| Deposits with financial institutions | <u>8,347,709</u> | <u>4,341,870</u> | <u>4,005,839</u> |
| Total cash and cash equivalents | 8,349,084 | 4,341,870 | 4,007,214 |
| Time certificate of deposit | <u>60,722</u> | <u>60,722</u> | <u>0</u> |
| Total cash, cash equivalents and time certificate of deposit | <u><u>\$8,409,806</u></u> | <u><u>\$4,402,592</u></u> | <u><u>\$ 4,007,214</u></u> |

Deposits

At the end of the fiscal year, the Port's total deposits with financial institutions have a bank value of \$8,408,204 of which \$750,000 was covered by FDIC. See *Custodial Credit Risk*.

Custodial Credit Risk

As required by Oregon Revised Statutes, deposits in excess of federal depository insurance were held at qualified depositories for public funds. All qualified depositories for public funds are included in the multiple financial institution collateral pool that is maintained by and in the name of the Office of the State Treasurer. As a result the Port has no exposure to custodial credit risk for deposits with financial institutions.

Interest rate risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Port does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit risk

Oregon Statutes limit investments to general obligations of U.S. government and its agencies, certain bonded obligations of Oregon municipalities, bank repurchase agreements, high-grade commercial paper and the State Treasurer's Local Government Investment Pool. The Port has no investment policy that would further limit its investment choices.

Concentration of Credit Risk

The Port places no limit on the amount the Port may invest in any one investment or issuer. For the current year, the Port held 74% of funds in Oregon Coast Bank.

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 4 - RECEIVABLES

Receivables at year end consist of the following:

| | <u>Balance</u> | |
|--------------------------|-------------------|--------------|
| Property taxes | \$ 97,260 | Restricted |
| Accounts receivable, net | 262,841 | Unrestricted |
| Total receivables | \$ 360,101 | |

NOTE 5 - INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

Transfers

Operating transfers are for servicing debt. The following is a breakdown of these transfers:

| | <u>Source</u> | <u>Use</u> |
|------------------------|------------------|------------------|
| General Fund | \$ 0 | \$ 60,000 |
| Facilities Maintenance | 60,000 | 0 |
| Total | \$ 60,000 | \$ 60,000 |

The purpose of inter-fund transfers is to support capital expenditures.

Interfund Payables/Receivables

Below are interfund receivable/payable balances as of June 30:

| | <u>Receivable</u> | <u>Payable</u> |
|--------------|-------------------|------------------|
| Construction | \$ 0 | \$ 480 |
| NOAA | 846 | 3,094 |
| General Fund | 11,360 | 8,632 |
| Total | \$ 12,206 | \$ 12,206 |

NOTE 6 - CAPITAL ASSETS

Capital asset activity for the year ended June 30 was as follows:

| | <u>Restated 7/01 Balance</u> | <u>Increases</u> | <u>Decreases</u> | <u>6/30 Balance</u> |
|---|--------------------------------------|------------------|------------------|-------------------------|
| Capital assets not being depreciated | | | | |
| Land | \$ 20,221,521 | \$ 0 | \$ 0 | \$ 20,221,521 |
| Construction in progress | 307,537 | 67,764 | (68,292) | 307,009 |
| Total assets not being depreciated | 20,529,058 | 67,764 | (68,292) | 20,528,530 |

PORT OF NEWPORT, OREGON

NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 6 - CAPITAL ASSETS - Continued

| | Restated 7/01 <u>Balance</u> | <u>Increases</u> | <u>Decreases</u> | 6/30 <u>Balance</u> |
|--------------------------------------|------------------------------------|----------------------|--------------------|------------------------|
| Capital assets being depreciated | | | | |
| Land improvements | 19,173,376 | 468,226 | 0 | 19,641,602 |
| Buildings | 16,457,983 | 7,375 | 0 | 16,465,358 |
| Docks and piers | 54,203,222 | 487,761 | 0 | 54,690,983 |
| Equipment | <u>1,069,026</u> | <u>37,680</u> | <u>0</u> | <u>1,106,706</u> |
| Total depreciable at historical cost | <u>90,903,607</u> | <u>1,001,042</u> | | <u>91,904,649</u> |
| Accumulated depreciation | | | | |
| Land improvements | (8,837,140) | (465,803) | 0 | (9,302,943) |
| Buildings | (4,854,082) | (521,162) | 0 | (5,375,244) |
| Docks and piers | (14,341,957) | (2,139,755) | 0 | (16,481,712) |
| Equipment | <u>(668,006)</u> | <u>(79,972)</u> | <u>0</u> | <u>(747,978)</u> |
| Total accumulated depreciation | <u>(28,701,185)</u> | <u>(3,206,692)</u> | <u>0</u> | <u>(31,907,877)</u> |
| Total depreciable capital assets | <u>62,202,422</u> | <u>(2,205,650)</u> | <u>0</u> | <u>59,996,772</u> |
| Total capital assets, net | <u>\$ 82,731,480</u> | <u>\$(2,137,886)</u> | <u>\$ (68,292)</u> | <u>\$ 80,525,304</u> |

Depreciation expense for the year was \$3,206,692. The Port financed two fork lifts totaling \$56,124 through capital leases. Amortization of the leases is included in the depreciation expense. Restated - see Note 10.

NOTE 7 - LEASES

Port as Lessor

The Port, as a lessor, leases certain properties with a total approximate net capitalized cost of \$24,450,000 and annual depreciation expense of approximately \$1,290,000 under long-term operating leases. On August 7, 2009, the Port entered into a 20-year lease for a MOC-P with the United States of America, through the NOAA, expiring June 30, 2031, commonly referred to as the NOAA lease. NOAA lease revenue is pledged first to pay bond principal and interest, second to credit the reserve account to eliminate any deficiency in the required reserve and third for any other lawful Port purpose. The annual rent under this lease is approximately \$2,500,000 which is included in the schedule below.

The minimum future payments to be received under non-cancelable leases are as follows:

| <u>Year Ending June 30,</u> | <u>Balance</u> |
|---------------------------------|----------------------|
| 2018 | \$ 3,150,000 |
| 2019 | 3,110,000 |
| 2020 | 3,090,000 |
| 2021 | 3,070,000 |
| 2022 | 2,980,000 |
| Thereafter | <u>22,960,000</u> |
| Total | <u>\$ 38,360,000</u> |

Total minimum future lease payments do not include amounts for lease payments based on the lessee's gross sales. These payments amounted to approximately \$60,000 for the fiscal year. Amounts for future lease extensions are not included as they are cancelable.

PORT OF NEWPORT, OREGON

**NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017**

NOTE 8 - LONG TERM DEBT

Bonds, Loans and Capital Leases Payable

Bonds, loans and capital leases payable are as follows:

| | Restated 7/01 | | | 6/30 | <u>Due in One Year</u> | | |
|--|---------------------|-------------------|--------------------|---------------------|------------------------|--------------------|--------------------|
| | <u>Balance</u> | <u>Increase</u> | <u>Decrease</u> | <u>Balance</u> | <u>Principal</u> | <u>Interest</u> | <u>Total</u> |
| BONDED DEBT FUND | | | | | | | |
| General Obligation Bonds | | | | | | | |
| Series 2007 | \$ 125,000 | \$ 0 | \$ 125,000 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Series 2008 | 245,000 | 0 | 120,000 | 125,000 | 125,000 | 2,500 | 127,500 |
| Series 2011 | 5,195,000 | 0 | 65,000 | 5,130,000 | 65,000 | 269,655 | 334,655 |
| Series 2016 | <u>7,610,000</u> | <u>0</u> | <u>155,000</u> | <u>7,455,000</u> | <u>135,000</u> | <u>277,950</u> | <u>412,950</u> |
| Total Bonded Debt Fund | <u>13,175,000</u> | <u>0</u> | <u>465,000</u> | <u>12,710,000</u> | <u>325,000</u> | <u>550,105</u> | <u>875,105</u> |
| GENERAL FUND | | | | | | | |
| Full Faith and Credit OB | | | | | | | |
| Series 2013 | 3,260,000 | 0 | 185,000 | 3,075,000 | 190,000 | 95,588 | 285,588 |
| State of Oregon Loans | | | | | | | |
| Special Public Works Fund Loans | | | | | | | |
| - L00012 | 51,097 | 0 | 4,454 | 46,642 | 4,721 | 2,799 | 7,520 |
| - Q10010 | 1,189,110 | 0 | 58,915 | 1,130,195 | 60,563 | 33,037 | 93,600 |
| - L12005 | 2,791,825 | 0 | 110,168 | 2,681,657 | 114,432 | 103,780 | 218,212 |
| - Promissory | 400,000 | 0 | 0 | 400,000 | 0 | 0 | 0 |
| Oregon Port Revolving Loans | 48,679 | 0 | 15,270 | 33,409 | 16,208 | 1,644 | 17,852 |
| Oregon Coast Bank Loans | | | | | | | |
| Loan payable | 368,538 | 0 | 21,732 | 346,806 | 22,809 | 20,486 | 43,295 |
| Toyota Financial Services | | | | | | | |
| Capital lease | 8,071 | 0 | 5,320 | 2,751 | 2,751 | 36 | 2,787 |
| Capital lease | 16,461 | 0 | 6,372 | 10,088 | 6,601 | 304 | 6,905 |
| City of Newport - SDC | 124,140 | 0 | 0 | 124,140 | 10,144 | 6,162 | 16,306 |
| Oregon Brewing Company | <u>0</u> | <u>210,295</u> | <u>14,975</u> | <u>195,320</u> | <u>29,950</u> | <u>0</u> | <u>29,950</u> |
| Total General Fund | <u>8,257,921</u> | <u>210,295</u> | <u>422,206</u> | <u>8,046,010</u> | <u>458,179</u> | <u>263,836</u> | <u>722,015</u> |
| NOAA FUND | | | | | | | |
| Revenue Bond | | | | | | | |
| Series 2010 | <u>20,885,000</u> | <u>0</u> | <u>870,000</u> | <u>20,015,000</u> | <u>910,000</u> | <u>1,091,734</u> | <u>2,001,734</u> |
| Total | <u>\$42,317,921</u> | <u>\$ 210,295</u> | <u>\$1,757,206</u> | <u>\$40,771,010</u> | <u>\$1,693,179</u> | <u>\$1,905,675</u> | <u>\$3,598,854</u> |

Restated - see Note 10.

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 8 - LONG TERM DEBT - Continued

Bonds, Loans and Capital Leases Payable

The general obligation bonds, full faith and credit obligation bond, and State of Oregon loans are direct obligations and pledge the full faith and credit of the Port. The revenue bonds are secured by the NOAA lease revenue and the required reserve was fully funded with bond proceeds. The funds provided by the obligations and the Oregon Coast Bank loans, were and continue to be used for the acquisition, repair and construction of capital assets.

In the fiscal year ending June 30, 2013, the Port obtained financing for construction of the International Terminal. The Port negotiated a \$3,000,000 loan with a \$500,000 grant from the Oregon Infrastructure Finance Authority (IFA), fully drawn down by June 30, 2013. Also additional financing was obtained under a forgivable loan from the State of Oregon Business Development in the amount of \$400,000. The no interest loan is secured by a promissory note and will be forgiven by the State upon meeting the creation of a number of jobs positions by September 2017. If that date is not met, Business Oregon indicated they are flexible on the terms.

In the fiscal year ending June 30, 2013, the Port refinanced two Special Public Works Fund Community Facility loans outstanding of \$2,624,942 and received new funding of \$890,000 deposited into the Construction Fund for improvements to the Port's International Terminal.

In December of 2015 the City issued a building permit to develop the shipping yard. With the permit the City levied systems development charges of \$117,669, attaching a lien to the real property.

On June 16, 2016 the Port issued Series 2016 refunding bonds for \$7,610,000. The amount of \$8,348,133 was sent to the escrow agent for refunding of GO Bond Series 2007 callable portion in the amount of \$4,135,878 and GO Bond Series 2008 callable portion in the amount of \$4,272,080. The Port realized a net present value savings of approximately \$944,963. As of June 30, 2017, remaining defeased GO bonds consist of 2008 series of \$4,070,000. In the prior year the bonds were legally turned over to an escrow agent with sufficient funding (principal received combined with the earnings on that principal during the time the agent holds the funds) to service this debt due January 1, 2018. Defeased debt is no longer a liability of the Port.

In January of 2017 the Port signed a letter of understanding with Oregon Brewing Company on improvements to property. The cost of the improvements were shared with the Port, resulting in the Port recognizing a contribution and a no interest obligation of \$210,295, payable over five years to Oregon Brewing Company.

The Port has various capital leases for certain equipment. The balance outstanding on these leases at June 30, 2017 was \$12,839. The cost of leased equipment was \$56,124, with accumulated depreciation of \$29,831 and net book value of \$26,283.

PORT OF NEWPORT, OREGON

**NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017**

NOTE 8 - LONG TERM DEBT - Continued

Bonds, Loans and Capital Leases Payable

| | <u>Original Issue</u> | <u>Original Amount</u> | <u>Rates</u> | <u>Payoff Date</u> |
|----------------------------------|---------------------------|----------------------------|--------------|------------------------|
| GO BONDS | | | | |
| Series 2007 | 2007 | \$ 5,000,000 | 4 to 4.25% | 7/1/2029 |
| Series 2008 | 2008 | 5,000,000 | 3.5 to 4.25% | 7/1/2038 |
| Series 2011 | 2011 | 5,452,000 | 2 to 5.5% | 7/1/2041 |
| Series 2016 | 2016 | 7,610,000 | 2 to 4% | 1/1/2037 |
| FULL FAITH AND CREDIT OB | | | | |
| Series 2013 | 2013 | 3,410,000 | 2.45% | 6/1/2034 |
| STATE OF OREGON | | | | |
| Special Public Works | | | | |
| Loan Q10010 | 2013 | 1,300,000 | 3% | 6/1/2032 |
| Loan L00012 | 2004 | 86,683 | 6% | 12/1/2024 |
| Loan L12005 | 2013 | 3,000,000 | 3.87% | 7/1/2034 |
| Promissory Note | 2012 | 400,000 | | 9/1/2017 |
| Oregon Port Revolving | 1999 | 366,065 | 6% | 6/15/2019 |
| OREGON COAST BANK | | | | |
| Loan Payable | 2014 | 79,879 | 7% | 11/15/2015 |
| Loan Payable | 2014 | 412,352 | 6% | 7/15/2025 |
| TOYOTA FINANCIAL SERVICES | | | | |
| Capital Lease | 2012 | 24,767 | 4.75% | 12/2/2017 |
| Capital Lease | 2013 | 31,357 | 4.30% | 1/1/2019 |
| City of Newport - SDC | 2016 | 124,140 | 5.5% | 12/5/2035 |
| Oregon Brewing Company | 2017 | 210,295 | 0% | 12/1/2021 |
| REVENUE BOND | | | | |
| Series 2010 | 2010 | 24,095,000 | 3 to 6.125% | 7/1/2032 |

* Note that amounts do not represent variable interest debt, but rather stated rates related to various maturities for the respective issuances.

Future maturities are as follows:

| Year Ending June 30 | General Obligation Bonds | Full Faith & Credit Obl. Bond | State of Oregon Loans | Oregon Coast Bank Loans | Capital Leases | Revenue Bond | SDC & Oregon Brewing | Total | Total Interest |
|---------------------------|--------------------------------|-------------------------------------|-----------------------------|-------------------------------|------------------------|----------------------------|----------------------------|-------------------|----------------------------|
| 2018 | \$ 325,000 | \$ 190,000 | \$ 202,592 | \$ 22,809 | \$ 9,352 | \$ 910,000 | \$ 49,703 | \$ 1,709,456 | \$ 1,912,342 |
| 2019 | 340,000 | 200,000 | 243,471 | 24,236 | 3,487 | 945,000 | 40,660 | 1,796,854 | 1,841,342 |
| 2020 | 350,000 | 205,000 | 233,069 | 25,704 | 0 | 995,000 | 58,357 | 1,867,130 | 1,767,650 |
| 2021 | 355,000 | 210,000 | 240,121 | 27,360 | 0 | 1,045,000 | 76,088 | 1,953,569 | 1,688,860 |
| 2022 | 375,000 | 215,000 | 247,436 | 29,071 | 0 | 1,100,000 | 36,823 | 2,003,330 | 1,607,269 |
| 2023-27 | 2,115,000 | 1,150,000 | 1,341,277 | 217,626 | 0 | 6,465,000 | 57,830 | 11,346,733 | 6,548,433 |
| 2028-32 | 2,605,000 | 785,000 | 1,371,602 | 0 | 0 | 8,555,000 | 0 | 13,316,602 | 3,476,294 |
| 2033-37 | 3,230,000 | 120,000 | 412,336 | 0 | 0 | 0 | 0 | 3,762,336 | 1,240,077 |
| 2038-41 | 3,015,000 | 0 | 0 | 0 | 0 | 0 | 0 | 3,015,000 | 450,450 |
| Total | <u>\$12,710,000</u> | <u>\$3,075,000</u> | <u>\$4,291,904</u> | <u>\$ 346,806</u> | <u>\$12,839</u> | <u>\$20,015,000</u> | <u>\$319,461</u> | 40,771,010 | <u>\$20,532,717</u> |

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 8 - LONG TERM DEBT - Continued

Bonds, Loans and Capital Leases Payable

| | |
|--------------------------------|---------------------|
| | Total |
| Carryover total debt | 40,771,010 |
| Adjustment - premium/discounts | 733,905 |
| Subtotal | 41,504,915 |
| Adjustment - current portion | (1,693,179) |
| Total long-term debt, net | \$39,811,736 |

Total interest expense is \$1,912,066 and \$6,421 was capitalized.

NOTE 9 - RETIREMENT BENEFITS

A. PENSION PLAN - Defined Benefit

Oregon Public Employees Retirement System (PERS)

Plan Description

Employees of the Port are provided with pensions through the Oregon Public Employees Retirement System (OPERS) a cost-sharing multiple-employer defined benefit pension plan, the Oregon Legislature has delegated authority to the Public Employees Retirement Board to administer and manage the system. All benefits of the System are established by the legislature pursuant to ORS Chapters 238 and 238A. Tier One/Tier Two Retirement Benefit plan, established by ORS Chapter 238, is closed to new members hired on or after August 29, 2003. The pension Program, established by ORS Chapter 238A, provides benefits to members hired on or after August 29, 2003. OPERS issues a publicly available Comprehensive Annual Financial Report (CAFR) and Actuarial Valuation that can be obtained by writing to: Oregon PERS, PO Box 23700, Tigard OR 97281-3700 or at: http://www.oregon.gov/PERS/EMP/Pages/section/er_general_information/gasb-68.aspx.

1. PERS Tier One/Tier Two Pension (Chapter 238)

Pension Benefits - The OPERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options including survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (1.67 percent for general service members) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under either a formula plus annuity (for members who were contributing before August 21, 1981), or a money match computation if a greater benefit results.

A member is considered vested and will be eligible at minimum retirement age for a service retirement allowance if he or she has had a contribution in each of five calendar years or had reached at least 50 years of age before ceasing employment with a participating employer (age 55 for general service members). Participants are eligible for retirement after reaching age 55 for general service members. Tier One general service member benefits are reduced if retirement occurs prior to age 58 with fewer than 25 years of service, Tier Two members are eligible for full benefits at age 60. The ORS Chapter 238 Defined Benefit Pension Plan is closed to new members hired on or after August 29, 2003.

Death Benefits - Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided that one or more of the following conditions is met:

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 9 - RETIREMENT BENEFITS - Continued

A. PENSION PLAN - DEFINED BENEFIT

Oregon Public Employees Retirement System (OPERS)

1. The member was employed by a OPERS employer at the time of death,
2. The member died within 120 days of after termination of OPERS-covered employment,
3. The member died as a result of injury sustained while employed in a OPERS-covered job, or
4. The member was on an official leave of absence from an OPERS-covered job at the time of death.

Disability Benefits - A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job related injury or illness qualifies a member (including PERS judge members) for disability benefits regardless of the length of PERS-covered service. Upon qualifying for either a non-duty or duty-related disability, service time is computed to age 58 for general service members when determining the monthly benefit.

Benefit Changes After Retirement - Members may choose to continue participation in a variable equities investment account after retiring and may experience annual benefit fluctuations due to changes in the market value of equity investments. Under ORS 238.360, monthly benefits are adjusted annually through cost-of-living adjustments (COLA). The COLA is capped at 2.0 percent.

2. OPSRP Defined Benefit Pension Program (238A)

Pension Benefits - The ORS 238A Defined Benefit Pension Program provides benefits to members hired on or after August 29, 2003. This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated with the following formula for members who attain normal retirement age.

General Service: 1.5 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65 or age 58 with 30 years of retirement credit.

A member of the pension program becomes vested on the earliest of the following dates: the date the member completes at least 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and, if the pension program is terminated, the date on which termination becomes effective.

Death Benefits - Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse, receives for life 50 percent of the pension that would otherwise have been paid to the deceased member.

Disability Benefits - A member who has accrued 10 or more years of retirement credit before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary determined as of the last full month of employment before the disability occurred.

Benefit Changes After Retirement - Under ORS 238A.210, monthly benefits are adjusted annually through COLAs. The COLA is capped at 2.0 percent.

PORT OF NEWPORT, OREGON

**NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017**

NOTE 9 - RETIREMENT BENEFITS - Continued

A. PENSION PLAN - DEFINED BENEFIT

Oregon Public Employees Retirement System (OPERS)

3. OPSRP Individual Account Program (238A)

Pension Benefits - An OPSRP Individual Account Program (IAP) member becomes vested on the date the employee account is established or on the date the rollover account was established. If the employer makes optional employer contributions for a member, the member becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, the date the IAP is terminated, the date the active member becomes disabled, or the date the active member dies. Upon retirement a member of the OPSRP IAP may receive amounts in his or her employee, rollover, and vested employer accounts as a lump-sum payment or in equal installments over a 5-, 10-, 15-, 20- year period or an anticipated lifespan option. Each distribution option has a \$200 minimum distribution limit.

Death Benefits - Upon the death of a non-retired member, the beneficiary receives in a lump sum the member's account, rollover account, and vested employer optional contribution account balances. If a retired member dies before the instalment payments are completed, the beneficiary may receive the remaining installment payments or choose a lump sum payment.

Recordkeeping - PERS contracts with Voya Financial to maintain IAP participant records.

Contributions:

The contribution requirements for plan members are established by ORS Chapter 238 and may be amended by an act of the Oregon Legislature. OPERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. The funding policy applies to the OPERS defined benefit plan and the other Post-Employment Benefit Plans. In some circumstances, payments are made by the employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contribution requirements. This was not the case for the Port for the year ending June 30, 2017 or for any other periods reflected in these Financial Statements, the Notes to the Financial Statements, or the Supplementary Information section. Employer contribution rates during the period were based on the December 31, 2013 actuarial valuation. The rates, expressed as a percentage of payroll, first became effective July 1, 2015. Port contributions for the year ending June 30, 2017 were \$2,682, excluding amounts to fund employer specific liabilities. The rates in effect for the year ended June 30, 2017 were 13.54 percent for Tier One/Tier Two General Service Members, 4.61 percent of OPSRP General Service Members, and 6 percent for OPSRP Individual Account Members.

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 9 - RETIREMENT BENEFITS - Continued

A. PENSION PLAN - DEFINED BENEFIT

Oregon Public Employees Retirement System (OPERS)

Net Pension Liability

At June 30, 2017, the Port reported a net pension liability of \$680,933 for its proportionate share of the system-wide pension liability. The net pension liability was measured as of June 30, 2016, and the system-wide pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2014 rolled forward to June 30, 2016. The Port's proportionate share of the system-wide net pension liability was based on a projection of the Port's long-term share of contributions to the pension plan relative to the projected long-term contributions of all participating employers, actuarially determined. These proportion percentages for the Port were 0.00453583 and 0.00284764 for the years ending June 30, 2016 and 2015 respectively. For the year ended June 30, 2017, the Port recognized pension expense (income) of \$105,570. At June 30, 2017, the Port reported deferred outflows and inflows of resources related to pensions from the following sources:

| | <u>Deferred Outflows of Resources</u> | <u>Deferred Inflows of Resources</u> |
|--|---|--|
| Differences between expected and actual experience | \$ 22,528 | \$ 0 |
| Changes of assumptions | 145,227 | 0 |
| Net difference between projected and actual earnings on investments | 134,524 | 0 |
| Changes in proportionate share | 90,883 | 62,080 |
| Contributions made subsequent to measurement date | 2,682 | 0 |
| Differences between employer contributions and employer's proportionate share of system contributions | <u>0</u> | <u>55,816</u> |
| Total | <u>\$ 395,844</u> | <u>\$ 117,896</u> |

Deferred outflows of resources of \$2,682 relates to pensions resulting from Port contributions subsequent to the measurement date to be recognized as a reduction of the net pension liability in the year ended June 30, 2018. Other pension amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expenses as follows:

PORT OF NEWPORT, OREGON

NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 9 - RETIREMENT BENEFITS - Continued

A. PENSION PLAN - DEFINED BENEFIT

Oregon Public Employees Retirement System (OPERS)

| Year Ended <u>June 30</u> | Deferred Outflow/(Inflow) of resources (prior to post- <u>measurement date contributions)</u> |
|------------------------------|---|
| 2018 | \$ 40,759 |
| 2019 | 40,759 |
| 2020 | 93,517 |
| 2021 | 84,934 |
| 2022 | 15,298 |
| Thereafter | <u>0</u> |
| Total | <u>\$ 275,267</u> |

Actuarial Valuations

The employer contribution rates effective July 1, 2015, through June 30, 2017 and July 1, 2017, through June 30, 2019, were set using the projected unit credit actuarial cost method. For the Tier One/Tier Two component of the PERS defined Benefit Plan, this method produced an employer contribution rate consisting of (1) an amount for normal cost (the estimated amount necessary to finance benefits earned by employees during the current service year) and (2), an amount for the amortization of unfunded accrued actuarial liabilities, which are being amortized over a fixed period with new unfunded accrued actuarial liabilities being amortized over 20 years. For the OPSRP Pension Program component of the OPERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (a) an amount for normal cost (the estimated amount necessary to finance benefits earned by employees during the current service year) and (b) an amount for the amortization of unfunded accrued actuarial liabilities, which are being amortized over a fixed period with new unfunded accrued actuarial liabilities being amortized over 16 years. The total pension liability in the December 31, 2015 actuarial valuation was determined using the following actuarial assumptions:

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 9 - RETIREMENT BENEFITS - Continued

A. PENSION PLAN - DEFINED BENEFIT

Oregon Public Employees Retirement System (OPERS)

Actuarial Valuations

| | |
|-----------------------------------|---|
| Valuation date | December 31, 2014 |
| Measurement date | June 30, 2016 |
| Experience study | 2014, published September 2015 |
| Actuarial Assumptions: | |
| Inflation rate | 2.50% (reduced from 2.75%) |
| Long-term expected rate of return | 7.50% (reduced from 7.75%) |
| Discount Rate | 7.50% (reduced from 7.75%) |
| Projected salary increases | 3.50% (reduced from 3.75%) |
| Cost of living adjustments (COLA) | Blend of 2.00% COLA and grade COLA (1.25%/0.15%) in accordance with <i>Moro</i> decision; blend based on service. |
| Mortality | <p><i>Healthy retirees and beneficiaries:</i> RP-2000 Sex-distinct, generational per Scale BB, with collar adjustments and set-backs as described in the valuation.</p> <p><i>Active members:</i> Mortality rates are a percentage of healthy retiree rates that vary by group, as described in the valuation.</p> <p><i>Disabled retirees:</i> Mortality rates are a percentage (70% for males, 95% for females) of the RP-2000, Sex-distinct, generational per Scale BB, disabled mortality table.</p> |

Actuarial valuations of an ongoing plan involve estimates of the value of projected benefits and assumptions about the probabilities of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about future results. Experience studies were performed as of December 31 on even numbered years. The methods and assumptions shown above are based on the 2015 experience study, which reviewed experience for the four-year period ending December 31, 2015.

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 9 - RETIREMENT BENEFITS - Continued

A. PENSION PLAN - DEFINED BENEFIT

Oregon Public Employees Retirement System (OPERS)

Long-Term Expected Rate of Return

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in July 2015 the PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors. The table below shows Milliman's assumptions for each of the asset classes in which the plan was invested at that time based on the OIC long-term target asset allocation. The OIC's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

| <u>Asset Class/Strategy</u> | <u>Assumed Asset Allocation</u> | | |
|-----------------------------|---------------------------------|-------------------|-------------------|
| | <u>Low Range</u> | <u>High Range</u> | <u>OIC Target</u> |
| Cash | 0.0% | 3.0% | 0.0% |
| Debt securities | 15.0 | 25.0 | 20.0 |
| Public equity | 32.5 | 42.5 | 37.5 |
| Private equity | 13.5 | 21.5 | 17.5 |
| Real estate | 9.5 | 15.5 | 12.5 |
| Alternative equity | 0 | 12.5 | 12.5 |
| Opportunity portfolio | 0 | 3.0 | 0 |
| Total | | | 100.0% |

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 9 - RETIREMENT BENEFITS - Continued

A. PENSION PLAN - DEFINED BENEFIT

Oregon Public Employees Retirement System (OPERS)

| <u>Asset Class</u> | <u>Target Allocation</u> | <u>Compounded Annual Return (Geometric)</u> |
|-----------------------------------|--------------------------|---|
| Core Fixed Income | 8.00% | 4.00% |
| Short-Term Bonds | 8.00% | 3.61% |
| Bank/Leveraged Loans | 3.00% | 5.42% |
| High Yield Bonds | 1.00% | 6.20% |
| Large/Mid Cap US Equities | 15.75% | 6.70% |
| Small Cap US Equities | 1.31% | 6.99% |
| Micro Cap US Equities | 1.31% | 7.01% |
| Developed Foreign Equities | 13.13% | 6.73% |
| Emerging Foreign Equities | 4.12% | 7.25% |
| Non-US Small Cap Equities | 1.88% | 7.22% |
| Private Equity | 17.50% | 7.97% |
| Real Estate (Property) | 10.00% | 5.84% |
| Real Estate (REITS) | 2.50% | 6.69% |
| Hedge Fund of Funds - Diversified | 2.50% | 4.64% |
| Hedge Fund - Event-driven | 0.63% | 6.72% |
| Timber | 1.88% | 5.85% |
| Farmland | 1.88% | 6.37% |
| Infrastructure | 3.75% | 7.13% |
| Commodities | <u>1.88%</u> | 4.58% |
| Total | <u><u>100.02%</u></u> | |
| Assumed Inflation - Mean | | 2.50% |

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 9 - RETIREMENT BENEFITS - Continued

A. PENSION PLAN - DEFINED BENEFIT

Oregon Public Employees Retirement System (OPERS)

Discount Rate

The discount rate used to measure the total pension liability was 7.50 percent for the Defined Benefit Pension Plan. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity to Discount Rate

The following presents the Port's net pension liability calculated using the discount rate of 7.50 percent, as well as what the Port's net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.50 percent) and one percentage point higher (8.50 percent) than the current rate:

| | <u>1% Decrease (6.50)%</u> | <u>Current Disc. Rate (7.50)%</u> | <u>1% Increase (8.50)%</u> |
|-------------------------------|----------------------------|-----------------------------------|----------------------------|
| Net Pension Liability (Asset) | \$ 1,099,480 | \$ 680,933 | \$ 331,101 |

Changes in Plan Provisions from Prior Measurement Date

We are aware of no changes in plan provisions from the June 30, 2015 measurement date.

Changes in Plan Provisions Subsequent to Measurement Date

We are aware of no changes in plan provisions subsequent to the June 30, 2016 measurement date.

OPSRP IAP (INDIVIDUAL ACCOUNT PROGRAM) DESCRIPTION

Record Keeping

PERS contracts with VOYA Financial to maintain IAP participant records.

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 9 - RETIREMENT BENEFITS - Continued

B. RETIREMENT HEALTH INSURANCE ACCOUNT (RHIA)

Plan Description

As a member of OPERS, the Port contributes to the Retirement Health Insurance Account (RHIA) for each of its eligible employees. RHIA is a cost-sharing, multiple-employer defined benefit other post-employment benefit plan (OPEB) administered by OPERS. RHIA pays a monthly contribution toward the cost of Medicare companion health insurance premiums of eligible retirees. Oregon Revised Statute (ORS) 238.420 established this trust fund. Authority to establish and amend the benefit provisions of RHIA reside with the Oregon Legislature. OPERS issues a publicly available financial report that may be obtained by writing to Oregon Public Employees Retirement System, PO Box 23700, Tigard, Oregon 97281-3700.

Funding Policy

Because RHIA was created by enabling legislation (ORS 238.420), contribution requirements of the plan members and the participating employers were established and may be amended only by the Oregon Legislature. ORS require that an amount equal to \$60 or the total monthly cost of Medicare companion health insurance premiums coverage, whichever is less, shall be paid from the RHIA established by the employer, and any monthly cost in excess of \$60 shall be paid by the eligible retired member in the manner provided in ORS 238.410. To be eligible to receive this monthly payment toward the premium cost the member must: (1) have eight years or more of qualifying service in OPERS at the time of retirement or receive a disability allowance as if the member had eight years or more of creditable service in OPERS, (2) receive both Medicare Parts A and B coverage, and (3) enroll in a OPERS-sponsored health plan. A surviving spouse or dependent of a deceased OPERS retiree who was eligible to receive the subsidy is eligible to receive the subsidy if he or she (1) is receiving a retirement benefit or allowance from OPERS or (2) was insured at the time the member died and the member retired before May 1, 1991.

Participating municipal corporations are contractually required to contribute to RHIA at a rate assessed each year by OPERS, currently 0.53 and 0.45 percent of annual covered payroll for OPERS members and OPSRP respectively. The OPERS Board of sets the employer contribution rate based on the annual required contribution of the employers (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) of the plan over a period not to exceed thirty years. The Port's contributions to RHIA for the years ended June 30, 2017, 2016, and 2015 were paid and equaled the required contributions for each year.

PORT OF NEWPORT, OREGON
NOTES TO FINANCIAL STATEMENTS
as of June 30, 2017

NOTE 10 - PRIOR PERIOD ADJUSTMENT

During the current year two items arose, determined to be a prior period events. The first is the Port, in the permit process, was assessed System Development Charges of \$124,140 in December of 2015. This event was not recorded, resulting in assets (capitalized fee) and debt being understated by this amount. The second was the determination software was not reflecting total receivables when specific areas were being requested. This reporting became apparent when staff was reviewing and tracking unearned revenue monthly. As a result, accounts receivable and revenue were understated June of 2016 by \$35,920.

NOTE 11 - OTHER INFORMATION

Risk Management

The Port is exposed to various risks of loss related to theft of; damage to and destruction of assets; torts; errors and omissions; injuries to employees; and natural disasters. The Port purchases commercial insurance for such risks. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

Evaluation of Subsequent Events

In the fall of 2017 the General Manager Kevin Greenwood resigned from his position, followed by the Director of Finance and the International Terminal Supervisor. Interim personnel have filled these positions; however the Port is seeking to fill these positions permanently.

The Port has evaluated subsequent events through February 16, 2018, the date which the financial statements were available to be issued.

**PORT OF NEWPORT
OREGON**

REQUIRED SUPPLEMENTAL INFORMATION

PORT OF NEWPORT, OREGON

**SCHEDULE OF THE PORT'S PROPORTIONATE SHARE OF THE NET
PENSION LIABILITY (ASSET) as of June 30, 2017**

**OREGON PUBLIC EMPLOYEE RETIREMENT SYSTEM
Last Ten Fiscal Years**

| Fiscal Year Ended | Port's Proportion of the Net Pension (Asset)/Liability | Port's Proportionate Share of the Net Pension (Asset)/Liability | Port's Covered Employee Payroll | Port's Proportionate Share of the Net Pension (Asset)/Liability as a Percentage of its Covered Payroll | Plan Fiduciary Net Position as a Percentage of the Total Pension (Asset)/Liability |
|--------------------------|---|--|--|---|---|
| 2014 | 0.00753% | \$ 384,108 | \$ 771,581 | 49.78% | 90.7% |
| 2015 | 0.00753% | (170,613) | 689,517 | (24.74) | 103.6 |
| 2016 | 0.00285% | 163,496 | 607,922 | 26.89 | 91.9 |
| 2017 | 0.00454% | 680,933 | 736,082 | 92.51 | 80.5 |

The amounts presented for each fiscal year were actuarial determined at December 31 and rolled forward to the measurement date for each year presented.

The schedule is presented to illustrate the requirements to show information for 10 years. However, until a full 10-year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

PORT OF NEWPORT, OREGON

**SCHEDULE OF THE PORT'S CONTRIBUTIONS
as of June 30, 2017**

**OREGON PUBLIC EMPLOYEE RETIREMENT SYSTEM
Last Ten Fiscal Years**

| Fiscal Year Ended | Contractually Required Contributions | Contributions in Relation to the Contractually Required Contributions | Contribution Deficiency /(Excess) | Port's Covered Employee Payroll | Contributions as a Percentage of Covered Employee Payroll |
|--------------------------|---|--|--|--|--|
| 2014 | \$ 24,249 | \$ 25,214 | \$ (965) | \$ 689,517 | 3.66% |
| 2015 | 21,005 | 21,371 | (366) | 607,922 | 3.52 |
| 2016 | 8,986 | 9,108 | (122) | 736,082 | 1.24 |
| 2017 | 2,682 | 2,682 | 0 | 817,153 | 0.33 |

The amounts presented for each fiscal year were actuarial determined at December 31 and rolled forward to the measurement date for each year presented.

The schedule is presented to illustrate the requirements to show information for 10 years. However, until a full 10-year trend has been compiled, information is presented only for the years for which the required supplementary information is available.

PORT OF NEWPORT, OREGON

NOTES TO THE SCHEDULES OF THE PORT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY (ASSET) AND CONTRACTUALLY REQUIRED CONTRIBUTIONS for the Year Ended June 30, 2017

Changes in Benefit Terms

We are aware of no changes in plan provisions from the June 30, 2015 measurement date.

Changes in Assumptions

Details and a comprehensive list of changes and methods and assumptions can be found in the 2012, 2014, and 2016 Experience Studies for the System, which were published on September 18, 2013, September 23, 2015, and July 26, 2017 respectively. These reports can be found at: <http://www.oregon.gov/pers/Pages/Financials/Actuarial-Financial-Information.aspx>

**PORT OF NEWPORT
OREGON**

SUPPLEMENTAL INFORMATION

PORT OF NEWPORT, OREGON

DESCRIPTION OF BUDGETARY FUNDS

Pursuant to the provisions of Oregon Revised Statute, an individual schedule of revenues, expenditures, and changes in fund balances requires budget and actual be displayed for each fund where legally adopted budgets are required:

Budgetary comparison schedules include the following funds:

General Operating Fund

The fund is used to account for the financial resources of the Port that are not accounted for in any other fund. Principal sources of revenue are from property taxes, service fees and lease revenue. Primary expenditures are for maintenance and general administration.

Bonded Debt Fund

The fund accounts for the redemption of general obligation bonds and interest thereon. The principal source of revenue is property taxes.

Facilities Maintenance Fund

The fund is used to account for the accumulation of funds for the maintenance, repairs and capital improvements.

Construction Fund

The fund is used for capital improvements and acquisitions.

NOAA Lease Revenue Fund

The fund accounts for expenditures relating to capital improvements for the NOAA MOC-P facility. Primary resources were initially proceeds from the Revenue Bond and grant funding. Current resources consist primarily of lease payments. This fund services the bond repayment and covers facilities maintenance costs over the term of the lease.

PORT OF NEWPORT, OREGON

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - BUDGET AND ACTUAL for the Year Ended June 30, 2017**

GENERAL OPERATING FUND

| | <u>Original Budget</u> | <u>Final Budget</u> | <u>Actual</u> | <u>Variance</u> |
|--|----------------------------|-------------------------|----------------------|---------------------|
| REVENUES | | | | |
| Moorage | \$ 1,175,000 | \$ 1,175,000 | \$ 1,283,884 | \$ 108,884 |
| Leases | 616,081 | 616,081 | 631,802 | 15,721 |
| RV park | 700,000 | 700,000 | 785,972 | 85,972 |
| Terminals | 205,000 | 205,000 | 22,252 | (182,748) |
| Hoist dock | 265,000 | 265,000 | 620,766 | 355,766 |
| Intergovernmental | 168,000 | 168,000 | 10,828 | (157,172) |
| Launch ramp | 70,000 | 70,000 | 65,910 | (4,090) |
| Property taxes | 94,500 | 94,500 | 103,548 | 9,048 |
| Interest | 4,000 | 4,000 | 8,195 | 4,195 |
| Miscellaneous | 103,000 | 103,000 | 101,273 | (1,727) |
| Total revenues | <u>3,400,581</u> | <u>3,400,581</u> | <u>3,634,430</u> | <u>233,850</u> |
| EXPENDITURES | | | | |
| Personnel services | 1,300,616 | 1,260,616 | 1,134,147 | 126,469 |
| Materials and services | 1,425,200 | 1,465,200 | 1,337,289 | 127,911 |
| Capital outlay | 500,000 | 710,295 | 654,831 | 55,464 |
| Debt service | 684,934 | 699,934 | 699,934 | 0 |
| Operating contingency | 100,000 | 100,000 | 0 | 100,000 |
| Total expenditures | <u>4,010,750</u> | <u>4,236,045</u> | <u>3,826,201</u> | <u>409,844</u> |
| Excess (def) of revenues over expenditures | <u>(610,169)</u> | <u>(835,464)</u> | <u>(191,771)</u> | <u>643,693</u> |
| OTHER FINANCING SOURCES (USES) | | | | |
| Capital contributions | 0 | 0 | 218,878 | 218,878 |
| Loan proceeds | 0 | 225,295 | 210,295 | (15,000) |
| Transfers out | <u>(60,000)</u> | <u>(60,000)</u> | <u>(60,000)</u> | <u>0</u> |
| Total other financing sources (uses) | <u>(60,000)</u> | <u>165,295</u> | <u>369,173</u> | <u>233,850</u> |
| Excess (def) of revenues over expenditures and other financing sources (uses) | <u>(670,169)</u> | <u>(670,169)</u> | <u>177,402</u> | <u>847,571</u> |
| Unappropriated ending fund balance | <u>(944,866)</u> | <u>(944,866)</u> | <u>0</u> | <u>944,866</u> |
| FUND BALANCE - Beginning of year (Budget) | <u>1,615,035</u> | <u>1,615,035</u> | <u>1,872,138</u> | <u>257,103</u> |
| FUND BALANCE - End of year (Budget) | <u>\$ 0</u> | <u>\$ 0</u> | <u>2,049,540</u> | <u>\$ 2,049,540</u> |
| GAAP ADJUSTMENTS - Reconciled to June 2016 | | | 74,373,189 | |
| Capital asset activity acquisitions | | | | |
| Additions | | | 654,831 | |
| Depreciation | | | (3,206,692) | |
| Debt principal | | | 422,204 | |
| Loan proceeds | | | (210,295) | |
| Interest expense | | | (13,658) | |
| Interfund transfers | | | 116,290 | |
| Pension activity, net | | | (78,399) | |
| Prior period adjustment | | | <u>35,920</u> | |
| FUND BALANCE - End of year (GAAP) | | | <u>\$ 74,142,930</u> | |

PORT OF NEWPORT, OREGON

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - BUDGET AND ACTUAL for the Year Ended June 30, 2017**

BONDED DEBT FUND

| | <u>Original Budget</u> | <u>Final Budget</u> | <u>Actual</u> | <u>Variance</u> |
|---|----------------------------|-------------------------|------------------------|-------------------|
| REVENUES | | | | |
| Property taxes | \$ 925,123 | \$ 1,371,334 | \$ 982,564 | \$ (388,770) |
| Interest | <u>700</u> | <u>700</u> | <u>1,248</u> | <u>548</u> |
| Total revenues | 925,823 | 1,372,034 | 983,812 | (388,222) |
| EXPENDITURES | | | | |
| Debt service | <u>925,823</u> | <u>1,372,034</u> | <u>1,036,740</u> | <u>335,294</u> |
| Excess (def) of revenues over expenditures | 0 | 0 | (52,928) | (52,928) |
| FUND BALANCE - Beginning of year (Budget) | <u>0</u> | <u>0</u> | <u>387,328</u> | <u>387,328</u> |
| FUND BALANCE - End of year (Budget) | <u>\$ 0</u> | <u>\$ 0</u> | 334,400 | <u>\$ 334,400</u> |
| GAAP ADJUSTMENTS - Reconciled to June 2016 | | | (13,577,195) | |
| Bond principal | | | 465,000 | |
| Bond premium/discount | | | 49,598 | |
| Amortization | | | <u>(20,807)</u> | |
| FUND BALANCE - End of Year (GAAP) | | | <u>\$ (12,749,004)</u> | |

PORT OF NEWPORT, OREGON

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - BUDGET AND ACTUAL for the Year Ended June 30, 2017**

FACILITIES MAINTENANCE FUND

| | <u>Original and Final Budget</u> | <u>Actual</u> | <u>Variance</u> |
|--|--------------------------------------|------------------|------------------|
| REVENUES | | | |
| Interest | \$ 125 | \$ 161 | \$ 36 |
| EXPENDITURES | | | |
| Capital outlay | <u>170,125</u> | <u>61,616</u> | <u>108,509</u> |
| Excess (def) of revenues over expenditures | (170,000) | (61,455) | 108,545 |
| OTHER FINANCING SOURCES (USES) | | | |
| Transfers in | <u>85,000</u> | <u>60,000</u> | <u>(25,000)</u> |
| Excess (def) of revenues over expenditures and transfers | (85,000) | (1,455) | 83,545 |
| FUND BALANCE - Beginning of year (Budget) | <u>85,000</u> | <u>73,778</u> | <u>(11,222)</u> |
| FUND BALANCE - End of year (Budget) | <u>\$ 0</u> | 72,323 | <u>\$ 72,323</u> |
| GAAP ADJUSTMENTS | | | |
| Asset additions | | 61,616 | |
| Interfund transfers | | <u>(61,616)</u> | |
| FUND BALANCE - End of year (GAAP) | | <u>\$ 72,323</u> | |

PORT OF NEWPORT, OREGON

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - BUDGET AND ACTUAL for the Year Ended June 30, 2017**

CONSTRUCTION FUND

| | <u>Original and Final Budget</u> | <u>Actual</u> | <u>Variance</u> |
|--|--------------------------------------|----------------------|------------------------|
| REVENUES | | | |
| Grants | \$ 0 | \$ 26,441 | \$ 26,441 |
| Interest | <u>100</u> | <u>62</u> | <u>(38)</u> |
| Total revenues | 100 | 26,503 | 26,403 |
| EXPENDITURES | | | |
| Capital outlay | <u>2,050,100</u> | <u>52,892</u> | <u>1,997,208</u> |
| Excess (def) of revenues over expenditures | <u>(2,050,000)</u> | <u>(26,389)</u> | <u>2,023,611</u> |
| OTHER FINANCING SOURCES (USES) | | | |
| Transfers in | 2,000,000 | 0 | (2,000,000) |
| Transfers out | <u>(25,000)</u> | <u>0</u> | <u>25,000</u> |
| Total other financing sources (uses) | <u>1,975,000</u> | <u>0</u> | <u>(1,975,000)</u> |
| Excess (def) of revenues over expenditures and transfers | (75,000) | (26,389) | 48,611 |
| FUND BALANCE - Beginning of year (Budget) | <u>75,000</u> | <u>79,229</u> | <u>4,229</u> |
| FUND BALANCE - End of year (Budget) | <u>\$ 0</u> | 52,840 | <u>\$ 52,840</u> |
| GAAP ADJUSTMENTS | | | |
| Capital asset acquisition | | 52,892 | |
| Interfund transfers | | <u>(52,412)</u> | |
| FUND BALANCE - End of Year (GAAP) | | <u>\$ 53,320</u> | |

PORT OF NEWPORT, OREGON

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - BUDGET AND ACTUAL for the Year Ended June 30, 2017**

NOAA LEASE REVENUE FUND

| | Original and Final Budget | Actual | Variance |
|--|------------------------------|----------------------------|-------------------------|
| REVENUES | | | |
| Leases | \$ 2,542,000 | \$ 2,533,302 | \$ (8,698) |
| Interest | 10,500 | 10,962 | 462 |
| Miscellaneous | <u>0</u> | <u>128</u> | <u>128</u> |
| Total revenues | <u>2,552,500</u> | <u>2,544,392</u> | <u>(8,107)</u> |
| EXPENDITURES | | | |
| Personnel services | 75,759 | 75,328 | 431 |
| Materials and services | 689,320 | 442,358 | 246,962 |
| Capital outlay | 0 | 12,296 | (12,296) |
| Debt service | 1,997,335 | 1,997,334 | 1 |
| Contingency | <u>100,000</u> | <u>0</u> | <u>100,000</u> |
| Total expenditures | <u>2,862,414</u> | <u>2,527,316</u> | <u>335,098</u> |
| Excess (def) of revenues over expenditures | (309,914) | 17,076 | 326,990 |
| OTHER FINANCING SOURCES (USES) | | | |
| Transfers out | <u>(2,000,000)</u> | <u>0</u> | <u>2,000,000</u> |
| Excess (def) of revenues over expenditures and transfers | (2,309,914) | 17,076 | 2,326,990 |
| Unappropriated ending fund balance | (3,256,014) | 0 | 3,256,014 |
| FUND BALANCE - Beginning of year (Budget) | <u>5,565,928</u> | <u>5,728,779</u> | <u>162,851</u> |
| FUND BALANCE - End of year (Budget) | <u>\$ 0</u> | 5,745,855 | <u>\$ 5,745,855</u> |
| GAAP ADJUSTMENTS - Reconciled to June 2016 | | (21,152,032) | |
| Capital asset activity | | | |
| Additions | | 12,296 | |
| Interest expense | | 28,798 | |
| Bond payment | | 870,000 | |
| Pension activity, net | | (27,171) | |
| Interfund transfers | | <u>(2,262)</u> | |
| FUND BALANCE - End of year (GAAP) | | <u>\$ (14,524,516)</u> | |

PORT OF NEWPORT, OREGON

RECONCILIATION OF REVENUES AND EXPENDITURES (BUDGETARY BASIS) TO THE STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION for the Year Ended June 30, 2017

| | <u>Total</u> <u>Revenues</u> | <u>Total</u> <u>Expenditures</u> | <u>Net</u> |
|---|---------------------------------|-------------------------------------|--------------------------|
| 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 | <u>2,544,392</u> | <u>2,527,316</u> | <u>17,076</u> |
| Total budgetary basis | <u>\$ 7,678,471</u> | <u>\$ 7,564,765</u> | 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 | | | <u>(105,570)</u> |
| Change in net position | | | <u>(826,081)</u> |
| NET POSITION - Beginning of year | | | 47,785,214 |
| Prior period adjustment | | | <u>35,920</u> |
| NET POSITION - Revised beginning of year | | | <u>47,821,134</u> |
| NET POSITION - End of year | | | <u>\$ 46,995,053</u> |

**PORT OF NEWPORT
OREGON**

COMPLIANCE SECTION

GRIMSTAD & ASSOCIATES
Certified Public Accountants

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**INDEPENDENT AUDITOR'S REPORT
REQUIRED BY OREGON STATE REGULATIONS**

Board of Commissioners
Port of Newport
Newport, Oregon

I have audited the basic financial statements of the Port of Newport as of and for the year ended June 30, 2017, and have issued my report thereon February 16, 2018. I conducted my audit in accordance with auditing standards generally accepted in the United States of America.

Compliance

As part of obtaining reasonable assurance about whether the Port of Newport financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-330 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion.

I performed procedures to the extent I considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- Accounting records and related internal control structure.
- Deposit of public funds with financial institutions (ORS Chapter 295).
- Indebtedness limitations, restrictions and repayment.
- Budgets legally required (ORS Chapter 294).
- Insurance and fidelity bonds in force or required by law.
- Authorized investment of surplus funds (ORS Chapter 294).
- Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).
- Programs funded from outside sources.

In connection with my testing nothing came to my attention that caused me to believe the Port of Newport was not in substantial compliance with certain provisions of laws, regulations, contracts, and grant agreements, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, except for the following as noted below:

Budget Compliance

NOAA Lease Revenue Fund - Capital Outlay overexpended by \$12,296.

Members:
AICPA OSCP & OAIA

Internal Control Over Financial Reporting


In planning and performing my audit of the financial statements, I considered Port of Newport's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Port of Newport's internal control. Accordingly, I do not express an opinion on the effectiveness of Port of Newport's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Purpose of This Report

This report is intended solely for the information and use by the Commissioners and management of Port of Newport, Oregon and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.



SIGNE GRIMSTAD
Certified Public Accountant
Newport, Oregon
February 16, 2018

**PORT OF NEWPORT RESOLUTION NO. 2018-xx
A RESOLUTION SETTING RATES, FEES AND CHARGES**

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

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

WHEREAS, the Port Commission last adjusted rates, fees and charges via Resolution 2017-08 on May 23, 2107; and

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

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

THE PORT OF NEWPORT BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:

SECTION 1. SERVICE RATES.

Rates apply to all Port of Newport locations unless otherwise noted. Rates become effective July 1, 2018. Port owned equipment shall be operated only by port personnel. Rates are per hour, one hour minimum, in 15 minute increments, unless otherwise noted.

| | PREVIOUS | NEW | % CHG |
|---|--------------------|------------|-------|
| A. <u>Forklifts</u> . In addition to labor rate. | | | |
| 1. Small. Toyotas. | | | |
| Per Hour..... | \$12.00 | \$15.00 | 25.0% |
| 2. Large. All at International Terminal (NIT) | | | |
| Per Hour..... | \$30.00 | \$35.00 | 16.7% |
| B. <u>Hoist Docks</u> . Tie up fee, per hour. Includes use of hoist. | | | |
| 1. One hour minimum, up to 3 hours..... | \$39.00 | \$50.00 | 28.2% |
| 2. After 3 hours..... | \$47.00 | \$55.00 | 17.0% |
| C. <u>Hoist Dock Cranes</u> . In addition to hoist dock rate. | | | |
| 1. Large Capacity. In addition to labor rate. | | | |
| Per Hour..... | \$42.00 | \$50.00 | 19.0% |
| 2. Launch Sail Boats. Includes recovery, per launch..... | \$45.00 | \$50.00 | 11.1% |
| D. <u>Service Docks</u> . | | | |
| 1. Swede's Dock. In addition to moorage. | | | |
| Per day, per linear foot (double transient rate)..... | \$1.00 | \$1.10 | 10.0% |
| E. <u>City Water</u> | City's rate + 5.0% | Admin. Fee | |
| F. <u>Fuel Surcharge</u> . NIT only. Per gallon. | \$0.033 | \$0.040 | 21.2% |
| G. <u>Electricity</u> . Swede's Dock, Dock 1, and NIT. Per day charge. One day minimum. | | | |
| 1. 208/220 v, single phase & 208 v three phase..... | \$16.00 | \$18.00 | 12.5% |
| 2. 120 v NIT..... | \$7.00 | \$10.00 | 42.9% |
| 3. PD7 Service Dock, 110 v pumps..... | \$7.00 | \$10.00 | 42.9% |
| 4. PD7 Yard Charge, trucks..... | \$12.00 | \$13.00 | 8.3% |

| | PREVIOUS | NEW | % CHG |
|--|----------|------------------|--------|
| H. <u>Hydraulic Crane</u> . In addition to labor rate. 30 ton capacity. | | | |
| Per hour..... | \$139.00 | \$153.00 | 10.1% |
| I. <u>Personnel Lift</u> . In addition to labor rate. | | | |
| Per hour..... | | To be Determined | |
| J. <u>Pump/Line Service</u> . Includes one Port employee only. Additional staff required will be billed at the established hourly labor rate. Per hour..... | \$62.00 | \$70.00 | 12.9% |
| K. <u>Storage</u> . | | | |
| 1. Outside Lot Storage. Any Port of Newport Lot. | | | |
| a. Per square foot, monthly charge..... | \$0.23 | \$0.30 | 30.4% |
| b. Minimum monthly charge (≤ 10 ft.2)..... | \$23.00 | \$30.00 | 30.4% |
| 2. South Beach. | | | |
| a. Boat trailer only, per night..... | \$2.50 | \$5.00 | 200.0% |
| b. Boat on trailer, per night, 10 days limit..... | \$8.00 | \$10.00 | 25.0% |
| 2. Emergency Storage Fee. Per day billed as guest. For vehicles, boats or trailers prior to being considered unclaimed property in possession (ORS 98.245). 1st day free. | | | |
| Each additional day..... | -- | \$30.00 | |
| Charge for improper use of parking lot. (e.g. boat repair) | | | |
| Per day..... | \$23.00 | \$50.00 | 217.4% |
| L. <u>Gear Work</u> . Boat crew is responsible for clean-up. If Port employees are required to clean up area, the boat account will be billed at the established hourly labor rates. | | | |
| 1. Commercial Marina, per day..... | \$20.00 | \$25.00 | 25.0% |
| 2. NIT Lot, per day. Short term use only..... | \$20.00 | \$25.00 | 25.0% |
| 3. South Beach Marina, per day..... | \$20.00 | \$25.00 | 25.0% |
| M. <u>Work Barge</u> . In addition to labor rate. | | | |
| 1. Work boat, per hour. Licensed captain extra..... | \$131.00 | \$144.00 | 9.9% |
| 2. Wood Barge, per day (work boat extra)..... | \$25.00 | \$28.00 | 12.0% |
| 3. Skiff, per hour..... | \$14.00 | \$15.00 | 7.1% |
| N. <u>Clean-up</u> . Equipment charges are extra. | | | |
| 1. Oil Spills, per hour (HAZWOPER trained staff)..... | \$97.00 | \$125.00 | 28.9% |
| O. <u>Disposal Fees</u> . | | | |
| 1. Just oil, per gallon..... | \$0.50 | \$1.00 | 100.0% |
| 2. Oil-Water mix, per gallon..... | \$1.00 | \$1.20 | 20.0% |
| 3. Net Disposal and/or related gear, per pound..... | \$0.18 | \$0.25 | 38.9% |
| 4. Garbage, per pound..... | \$0.15 | \$0.20 | 33.3% |
| P. <u>Port Labor</u> . Includes all staff and fully burdened. Per hour, one hour minimum, in 15 minute increments. | | | |
| 1. Standard | | | |
| a. Regular Hours..... | \$53.00 | \$70.00 | 32.1% |
| b. Overtime. Any services required outside the established working hours, unless otherwise posted..... | \$79.50 | \$105.00 | 32.1% |
| c. Emergency Call-out. Any services requiring a port employee not currently on duty to report to duty after hours..... | \$100.94 | \$130.00 | 28.8% |
| 2. 30-ton Crane Operation, International Terminal Only | | | |
| a. Regular Hours..... | \$53.00 | \$75.00 | 41.5% |

| | PREVIOUS | NEW | % CHG |
|---|----------|----------|-------|
| b. Overtime. Any services required outside the established working hours, unless otherwise posted..... | \$79.50 | \$112.50 | 41.5% |
| c. Emergency Call-out. Any services requiring a port employee not currently on duty to report to duty after hours..... | \$100.94 | \$142.50 | 41.2% |
| Q. <u>Pallet Charge</u> . Any Port owned pallet leaving yard, each | \$6.00 | \$6.60 | 10.0% |
| R. <u>Dredge Spoils</u> . Includes state fees; may be waived for other public agencies or beneficial uses. Per cubic yard..... | \$2.50 | \$3.00 | 20.0% |
| S. <u>Keys/Cards</u> . | | | |
| 1. South Beach Facilities, cards. | | | |
| a. Original (1st one)..... | free | free | 0.0% |
| b. Replacement/additional (each)..... | \$6.00 | \$10.00 | 66.7% |
| 2. Bay Front Facilities, keys. | | | |
| a. Original/first one..... | \$17.00 | \$20.00 | 17.6% |
| b. Replacement/additional..... | \$30.00 | \$35.00 | 16.7% |

SECTION 2. BAY FRONT CHARGES. (Port Docks 1, 3, 5 and 7)

| | | | |
|---|---------|----------|-------|
| A. <u>Moorage</u> . Per linear foot. | | | |
| 1. Daily (transient)..... | \$0.50 | \$0.65 | 30.0% |
| 2. Calendar Month, to be paid in advance..... | \$9.00 | \$13.00 | 44.4% |
| 3. Semi-Annual, to be paid in advance..... | \$33.00 | \$43.00 | 30.3% |
| 4. Annual, to be paid in advance..... | \$44.00 | \$65.00 | 47.7% |
| B. Parking Permit. (Will be prorated for existing permit holders.) | | | |
| 1. Commercial Fishermen only. To be paid in advance. | | | |
| a. Semi-Annual | | | |
| January → June or July → December [≈ \$3/day]..... | | \$390.00 | n/a |
| b. Annual | | | |
| January → December. Prorated monthly. [≈ \$2/day]. | | \$520.00 | n/a |
| 2. Public Parking. Limited availability, designated areas only. To be paid in advance. | | | |
| a. Semi-Annual | | | |
| January → June or July → December [≈ \$4/day]..... | | \$520.00 | n/a |
| b. Annual | | | |
| January → December. Prorated monthly. [≈ \$3/day]. | | \$780.00 | n/a |

SECTION 3. INTERNATIONAL TERMINAL CHARGES.

International Terminal Tariff No. 1 adopted via Resolution No. 2014-03 on May 22, 2014. All fees authorized via Tariff No. 1 effective July 1, 2014.

| | | | |
|--|------------|------------|------|
| A. <u>Port Security Fee</u> . (\$I.13) Per three 8-hour shifts. | | | |
| B. <u>Materials & Supplies</u> . (\$I.31). Cost plus | | | |
| C. <u>Dockage Charges</u> . (\$III.31). Rate per day, by length. | | | |
| 1. 000.00 - 351.05 ft..... | \$1,627.00 | \$1,627.00 | 0.0% |
| 2. 351.05 - 371.05 ft..... | \$1,792.00 | \$1,792.00 | 0.0% |
| 3. 371.02 - 400.26 ft..... | \$1,981.00 | \$1,981.00 | 0.0% |

| | PREVIOUS | NEW | % CHG |
|--|--------------------|------------|-------|
| 4. 400.26 - 426.51 ft..... | \$2,203.00 | \$2,203.00 | 0.0% |
| 5. 426.51 - 449.48 ft..... | \$2,373.00 | \$2,373.00 | 0.0% |
| 6. 449.48 - 475.72 ft..... | \$2,607.00 | \$2,607.00 | 0.0% |
| 7. 475.72 - 498.69 ft..... | \$2,960.00 | \$2,960.00 | 0.0% |
| 8. 498.69 - 524.93 ft..... | \$3,527.00 | \$3,527.00 | 0.0% |
| 9. 524.93 - 551.18 ft..... | \$3,639.00 | \$3,639.00 | 0.0% |
| 10. 551.18 - 574.15..... | \$3,822.00 | \$3,822.00 | 0.0% |
| 11. 574.15 - 600.39 ft..... | \$4,373.00 | \$4,373.00 | 0.0% |
| 12. 600.39 - 626.64 ft..... | \$5,092.00 | \$5,092.00 | 0.0% |
| 13. 626.64 - 650.00 ft..... | \$5,787.00 | \$5,787.00 | 0.0% |
| 14. Above 650 ft., added on top of above rate, per ft..... | \$8.90 | \$8.90 | 0.0% |
| 15. Exceptions for certain vessels (§II.14)..... | \$0.80 | \$0.80 | 0.0% |
| D. Service and Facility Charges. (§III.2). | | | |
| Per 1000 board feet, unless noted. | | | |
| 1. Logs. Scribner scale, ex dock..... | \$7.75 | \$7.75 | 0.0% |
| 2. Cants..... | \$6.00 | \$6.00 | 0.0% |
| 3. Lumber, packaged rough..... | \$5.22 | \$5.22 | 0.0% |
| 4. Lumber, packaged surfaced..... | \$4.63 | \$4.63 | 0.0% |
| 5. Plywood, veneer, corestock & harbord, /1000 kilos..... | \$5.87 | \$5.87 | 0.0% |
| 6. Pulp, Linerboard, bales or rolls, 2000 kilos..... | \$3.49 | \$3.49 | 0.0% |
| 7. Other commodities, per metric ton or 1000 bf..... | \$6.83 | \$6.83 | 0.0% |
| 8. Other commodities, per cubic meter..... | \$5.69 | \$5.69 | 0.0% |
| E. Wharfage Assessment. (§III.6). | | | |
| Minimum charge for any single bill of lading..... | \$10.00 | \$10.00 | 0.0% |
| F. Wharf Charges. (§III.7) | | | |
| Per 1000 board feet, unless noted. In addition to Service & Facility charges. | | | |
| 1. Logs. Scribner scale, ex dock..... | \$9.50 | \$9.50 | 0.0% |
| 2. Cants..... | \$6.00 | \$6.00 | 0.0% |
| 3. Lumber, packaged rough..... | \$4.55 | \$4.55 | 0.0% |
| 4. Lumber, packaged surfaced..... | \$4.03 | \$4.03 | 0.0% |
| 5. Plywood, veneer, corestock & harbord, /1000 kilos..... | \$3.96 | \$3.96 | 0.0% |
| 6. Pulp, Linerboard, bales or rolls, 2000 kilos..... | \$2.72 | \$2.72 | 0.0% |
| 7. Other commodities, per metric ton or 1000 bf..... | \$5.57 | \$5.57 | 0.0% |
| 8. Other commodities, per cubic meter..... | \$4.57 | \$4.57 | 0.0% |
| G. Cargo Staging Area. (§IV.2). Base rent for 3-acre surge area. | | | |
| 1. Per week, seven days | \$2,000.00 | \$2,000.00 | 0.0% |
| 2. Per day, less than seven days | \$300.00 | \$300.00 | 0.0% |
| H. Line Service. (§V.3). Labor will be charged at the rates set out in the current ILWU/PMA West Coast Contract + 5.0% for overhead. Rate schedule per day. | | | |
| 1. 2 individuals..... | \$520 - \$656 | | 0.0% |
| 2. 4 individuals..... | \$1,061 - \$1,317 | | 0.0% |
| 3. 6 individuals..... | \$1,575 - \$1973 | | 0.0% |
| 4. 8 individuals..... | \$2,153 - \$2, 631 | | 0.0% |

| | PREVIOUS | NEW | % CHG |
|--|----------|--------------------|-------|
| B. <u>Peak Season (Summer)</u>. 1 May - 31 October. Base rate before taxes. | | | |
| 1. All Marina Park Sites | | | |
| a. Daily | | | |
| Regular..... | \$42.00 | \$46.00 | 9.5% |
| ☐Good Sam..... | \$37.80 | \$41.40 | 9.5% |
| b. Weekly..... | \$264.00 | \$290.00 | 9.8% |
| c. Monthly..... | \$823.00 | \$905.00 | 10.0% |
| 2. The Annex Sites | | | |
| a. Daily..... | \$33.00 | \$36.00 | 9.1% |
| b. Weekly..... | \$198.00 | \$218.00 | 10.1% |
| c. Monthly..... | \$651.00 | \$716.00 | 10.0% |
| 3. Dry Camping, daily..... | \$22.00 | \$24.00 | 9.1% |
| C. <u>Off Season (Winter)</u>. 1 November - 30 April. | | | |
| 1. All Marina Park Sites | | | |
| a. Daily | | | |
| Regular..... | \$38.00 | \$42.00 | 10.5% |
| ☐Good Sam..... | \$34.20 | \$37.80 | 10.5% |
| b. Weekly | \$224.00 | \$246.00 | 9.8% |
| c. Monthly..... | \$706.00 | \$777.00 | 10.1% |
| 2. The Annex Sites | | | |
| a. Daily..... | \$33.00 | \$36.00 | 9.1% |
| b. Weekly..... | \$198.00 | \$218.00 | 10.1% |
| c. Monthly..... | \$651.00 | \$716.00 | 10.0% |
| 3. Dry Camping, daily..... | \$22.00 | \$24.00 | 9.1% |
| D. <u>South Beach Meeting Room</u>. Must be pre-arranged and authorized. | | | |
| Keys must be obtained and returned. Certain waivers by management. | | | |
| 1. 1/3 Day (morning, afternoon or evening)..... | \$30.00 | \$40.00 | 33.3% |
| 2. Full Day..... | \$80.00 | \$100.00 | 25.0% |
| E. <u>Pet Fee</u>. Charged additionally. | | | |
| 1. Daily. First pet free, each additional..... | \$3.00 | \$4.00 | 33.3% |
| 2. Weekly. First pet free, each additional..... | \$11.00 | \$12.00 | 9.1% |
| 3. Monthly. Charge per pet including first..... | \$11.00 | \$12.00 | 9.1% |
| F. <u>Individual Fee</u>. First two people free; each additional person charged. | | | |
| a. Daily..... | \$3.00 | \$5.00 | 66.7% |
| b. Weekly..... | \$11.00 | \$20.00 | 81.8% |
| c. Monthly..... | \$32.00 | \$50.00 | 56.3% |
| G. <u>Vehicle Fee</u>. Any combination of three axle pieces or equipment (e.g. | | | |
| a. Daily..... | \$7.00 | \$10.00 | 42.9% |
| b. Weekly..... | \$15.00 | \$20.00 | 33.3% |
| c. Monthly..... | \$35.00 | \$50.00 | 42.9% |
| H. <u>Reservation Deposit</u>. Payable at booking. Deposit will be applied to actual stay, subject to cancellation fee if applicable. | | | |
| a. Daily or Weekly..... | | First night's rate | |
| b. Monthly..... | | First month's rate | |
| I. <u>Cancellation Fee</u>. | | | |
| 1. Daily or weekly reservation, except holiday or special event. | | | |
| a. 72 hours or more before check-in date..... | \$11.00 | \$15.00 | 36.4% |
| b. Less than 72 hours before check-in date..... | | First night's rate | |

| | PREVIOUS | NEW | % CHG |
|--|--------------------|----------|-------|
| 2. Daily or weekly reservation, holiday or special event other | | | |
| a. 14 days or more before check-in date..... | \$11.00 | \$15.00 | 36.4% |
| b. Fewer than 14 days before check-in date..... | First night's rate | | |
| 3. Monthly reservation. | | | |
| a. 30 days or more before check-in date..... | \$50.00 | \$55.00 | 10.0% |
| b. Less than 30 days before check-in, or early checkout..... | \$100.00 | \$110.00 | 10.0% |
| 4. Seafood & Wine Festival. All cancellations are charged for a 2-nights' rate, no grace period. | Two nights' rate | | |
| J. <u>RV Storage Fee.</u> To be paid in advance. RV must be in good condition. Per linear foot. (min. 20 ft.) | | | |
| 1. Monthly..... | | \$3.00 | n/a |
| 2. Semi-Annual, per month..... | | \$2.50 | n/a |
| K. <u>Laundry Machines.</u> Per Load..... | \$2.00 | \$2.00 | 0.0% |
| L. <u>Showers</u> | | | |
| 1. Marina RV Park and Annex..... | free | free | 0.0% |
| 2. Marina, per 5 minutes..... | \$1.50 | \$1.50 | 0.0% |

SECTION 6. CIVIL PENALTIES. Penalties found in PONFC (§7.4(a)). Paid in full. Effective July 1, 2018.

| | | | |
|-------------------------------------|------------|------------|-------|
| A. <u>Class A Violation</u> | | | |
| 1. 0 - 14 days, per day..... | \$300.00 | \$330.00 | 10.0% |
| 2. 15 - 29 days, per day..... | \$600.00 | \$660.00 | 10.0% |
| 3. 30+ days, per day..... | \$1,000.00 | \$1,100.00 | 10.0% |
| B. <u>Class B Violation.</u> | | | |
| 1. 0 - 14 days, per day..... | \$150.00 | \$165.00 | 10.0% |
| 2. 15 - 29 days, per day..... | \$300.00 | \$330.00 | 10.0% |
| 3. 30+ days, per day..... | \$500.00 | \$550.00 | 10.0% |
| C. <u>Class C Violation.</u> | | | |
| 1. 0 - 14 days, per day..... | \$30.00 | \$33.00 | 10.0% |
| 2. 15 - 29 days, per day..... | \$60.00 | \$66.00 | 10.0% |
| 3. 30+ days, per day..... | \$100.00 | \$110.00 | 10.0% |
| D. <u>Class D Violation.</u> | | | |
| 1. 0 - 14 days, per day..... | \$15.00 | \$17.00 | 13.3% |
| 2. 15 - 29 days, per day..... | \$30.00 | \$33.00 | 10.0% |
| 3. 30+ days, per day..... | \$50.00 | \$55.00 | 10.0% |
| E. <u>Parking Violation.</u> | | | |
| 1. 0 - 10 days, paid within..... | \$40.00 | \$44.00 | 10.0% |
| 2. 11 - 20 days, paid within..... | \$85.00 | \$94.00 | 10.6% |
| 3. 21+ days, paid within..... | \$125.00 | \$138.00 | 10.4% |
| F. <u>Dumping Violation.</u> | | | |
| Per Event..... | \$500.00 | \$550.00 | 10.0% |

SECTION 7. ADMINISTRATIVE FEES. Staff may require payment or deposit in advance of service (ORS) 192.440(4)(a)). Effective 1 July 2018.

| | | | |
|---|--------|--------|-------|
| A. <u>Public Records Request Fee Schedule.</u> | | | |
| 1. Copies of Public Records. Per page..... | \$0.25 | \$0.30 | 20.0% |

| | PREVIOUS | NEW | % CHG |
|---|------------|-----------------------------|--------|
| 2. Copies of By-laws, Codes, Plans, bound documents, per page | \$20.00 | \$22.00 | 10.0% |
| 3. Copies of Nonstandard documents, per page..... | \$20.00 | \$22.00 | 10.0% |
| 4. Copies of Sound Recordings (each)..... | \$10.00 | \$12.00 | 20.0% |
| C. <u>Faxes/Emailing/Copies.</u> Per page. | | | |
| 1. Local..... | \$1.00 | \$1.10 | 10.0% |
| 2. Long Distance..... | \$1.50 | \$2.00 | 33.3% |
| 3. Incoming..... | \$1.00 | \$2.00 | 200.0% |
| 4. Copies | \$0.25 | \$0.30 | 20.0% |
| D. <u>Long Distance Phone Calls. 5 minutes maximum.</u> | \$2.00 | \$2.50 | 25.0% |
| E. <u>Lamination.</u> Per page. Letter size..... | \$2.00 | \$2.50 | 25.0% |
| F. <u>Notice Posting.</u> For non-payment of lease or moorage..... | \$65.00 | \$75.00 | 15.4% |
| G. <u>Failure to Register.</u> For research related to unregistered boats..... | \$33.00 | \$40.00 | 21.2% |
| H. <u>International Terminal Meeting Room.</u> Must be pre-arranged and authorized. | | | |
| 1. Half day..... | \$30.00 | \$40.00 | 33.3% |
| 2. Full day..... | \$60.00 | \$100.00 | 66.7% |
| I. <u>Returned Check Fee.</u> Bank fees will be added..... | \$50.00 | \$50.00 | 0.0% |
| J. <u>Per Annum Interest Rate.</u> Applied to past due accounts. | 18.0% | 20.0% | 11.1% |
| K. <u>POV Mileage.</u> IRS Reimbursement Rate..... | | current rate | |
| L. <u>Travel Reimbursement.</u> IRS per diem rates. (http://www.gsa.gov/portal/category/104711)..... | | current rate | |
| M. <u>Impound Seizure Fee.</u> | | | |
| 1. Vessel Impounding..... | \$750.00 | \$850.00 | 13.3% |
| 2. Car/Truck/Trailer..... | \$100.00 | \$125.00 | 25.0% |
| 3. Towing..... | | Actual Cost + 5% Admin. Fee | |
| N. <u>Process Fees.</u> | | | |
| Any additional fees incurred by the Port as part of an eviction process..... | | current rate | |
| 1. Notice..... | \$50.00 | \$75.00 | 50.0% |
| 2. FED Complaint..... | \$200.00 | \$250.00 | 25.0% |
| 3. Court Hearing..... | \$165.00 | \$200.00 | 21.2% |
| 4. Writ of Execution..... | \$140.00 | \$160.00 | 14.3% |
| O. <u>Special Use Permit Fee.</u> GM has authority to adjust or waive usage fee based upon non-profit status and other criteria. Additional insurance requirements may apply at management's discretion. | | | |
| 1. Application Fee | | | |
| 2. <u>Usage Fee.</u> Number of Participants, Attendees, Contestants, Volunteers at event. | | | |
| a. 1 - 200..... | \$400.00 | \$440.00 | 10.0% |
| b. 201 - 500..... | \$650.00 | \$715.00 | 10.0% |
| c. 501-1000..... | \$900.00 | \$990.00 | 10.0% |
| d. 1001 - 5000..... | \$1,400.00 | \$1,540.00 | 10.0% |
| e. 5001 - 10,000..... | \$1,900.00 | \$2,090.00 | 10.0% |
| f. 10,001 - 20,000 | \$2,400.00 | \$2,640.00 | 10.0% |
| f. More than 20,000..... | \$5,000.00 | \$5,500.00 | 10.0% |
| 3. Vendors, per each..... | \$40.00 | \$50.00 | 25.0% |

| | PREVIOUS | NEW | % CHG |
|---|----------|---------|-------|
| 4. Insurance Certificate Limits. | | | |
| a. General Liability, per occurrence..... | \$2MM | \$2MM | 0.0% |
| b. General Liability, in aggregate..... | \$2MM | \$2MM | 0.0% |
| P. <u>Security</u> . (TCB) costs reviewed and passed along to applicant. + 5.0% overhead..... | | varies | |
| Q. <u>Background Check</u> | \$25.00 | \$40.00 | 60.0% |
| R. <u>Credit Check</u> | \$35.00 | \$40.00 | 14.3% |
| S. <u>Notary Fees</u> (OAR 160-100-0410). Affidavit/Jurat, Oath/Affirmation, Witness/Attest, per document..... | \$10.00 | \$10.00 | 0.0% |
| T. <u>Package Handling Fee</u> . Per item. | | | |
| 1. Envelope. | -- | free | |
| 2. Package. 1st one free. Each additional..... | -- | \$5.00 | |

SECTION 8. INSURANCE CERTIFICATE MINIMUM LIMITS. Effective July 1, 2018. Limits are subject to review and risk assessment by management and/or the Port's insurance agent of record. A certificate naming the Port of Newport as an additional insured is also required.

A. Leases/Tenants.

| | |
|--|--------|
| 1. General Liability, each occurrence..... | \$2MM |
| 2. Damage to rented premises, each occurrence..... | \$300K |
| 3. Medical expenses, any one person..... | \$5K |
| 4. Person and adverse injury..... | \$2MM |
| 5. General Aggregate..... | \$2MM |
| 6. Products - Comp/Op aggregate..... | \$2MM |

B. Commercial Vessels. Port of Newport to be named as an additional insured on Liability Coverage.

| | |
|--|--------|
| 1. Protection & Indemnity, must not exclude Wreck Removal..... | \$250K |
| 2. Pollution Liability..... | \$300K |
| 3. If Pollution/Protection & Indemnity Combined..... | \$600K |

C. Recreational Vessels. Port of Newport to be named as an additional insured on Liability Coverage.

| | |
|---|--------|
| 1. Protection & Indemnity, must not exclude Wreck Removal..... | |
| 2. Pollution Liability..... | |
| 3. -or- Watercraft Liability, must include both wreck removal and pollution liability coverage. Umbrella clauses must identify boats exceeding 25 ft..... | \$500K |

D. Charter/Guide Vessels.

| | |
|---------------------------|-------|
| 1. General Liability..... | \$2MM |
|---------------------------|-------|

E. International Terminal Vessels (Tariff No. 1(\$17))

| | |
|--|-------|
| 1. Maritime Employer's Liability (Jones Act)..... | \$1MM |
| 2. Commercial and/or Comprehensive Marine General Liability..... | \$5MM |

F. NOAA Visiting Vessels.

| | |
|--|-------|
| 1. Commercial and/or Comprehensive Marine General Liability..... | \$5MM |
|--|-------|

G. Vendors. (reserved)

Subject to review by Insurance Agent

SECTION 9. RETAIL SALES, GIFT CERTIFICATES, PROMOTIONS, SPONSORSHIPS, AND SUNDRIES.

Commission delegates to the General Manager the ability to set prices.

SECTION 10. DELEGATION OF RESPONSIBILITY.

The Commission delegates to the General Manager the ability to adjust these rates on a temporary basis to better manage services at the Port. Any adjustments to these rates will be reported to the Commission at its next Regular Meeting.

SECTION 11. ANNUAL REVIEW.

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

SECTION 12. REPEALER. All previous rates and/or rate resolutions are hereby repealed.

APPROVED AND ADOPTED by the Board of Commissioners this 29th day of May, 2018.

Patricia Patrick-Joling, President

Stuart Lamerdin, Secretary/Treasurer