

**PORT OF NEWPORT COMMISSION AGENDA**  
**1<sup>ST</sup> BUDGET PRIORITIES WORK SESSION**

Tuesday, April 9, 2019, 12:00 pm  
OSU Extension Office  
1211 SE Bay Boulevard, Newport, OR 97365

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

I.	Call to Order	Page
II.	Public Comment (3 minute limit per person)	
III.	Consideration of Staff Proposals	
	A. Resolution Setting Rates, Fees & Charges .....	3
	B. Personnel Expenses.....	17
	C. Project Priorities.....	21
IV.	Consider Appointment of Fred Postlewait to the Budget Committee And Approval of Budget Calendar .....	25
V.	Public Comment (3 minute limit per person)	
VI.	Adjournment	

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

Currently, limited parking is available, so please plan accordingly. Guests may park in the spaces directly near the Curry Building (Extension Office) and may NOT park near the Airgas/Servco building (we share a parking lot). Evening meetings occurring after 5:30pm and on weekends may use the entire parking lot if available. If overflow parking is required, please let the office know when you reserve space. Overflow parking is available directly across the street in the dirt lot near the mailboxes and shed. You may park in the grass and gravel. Parking is NOT permitted on Bay Blvd or on Vista Drive (the street on the west side of the building).

The OSU Extension Office 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.

-###-



# STAFF REPORT

---

**DATE:** 02 April 2019  
**RE:** Recommendations on Rates  
**TO:** Teri Dresler, Interim General Manager  
**ISSUED BY:** Aaron Bretz – Director of Operations

---

## **BACKGROUND**

I took a look at several key rates this year and made a few recommendations on where to start looking at rate increases during the upcoming fiscal year. It's my recommendation to have more discussion with the Commercial Fishing User Group regarding rate increases and the necessity for the Port to make increases in certain areas.. Based on direction from the Port Commission, we can certainly make changes as the budget process moves forward. These are initial recommendations to facilitate discussion with the Port Commission. I am happy to share any information that I've found in researching these changes.

## **DETAIL**

### **NIT Storage**

I recommended that we separate the Port's NIT lot storage fees from other storage rates. Demand has increased over the past two years for lot storage, and Rondys has begun pulling their lease back for future development which reduces the space available to the Port for storage. Demand is increasing for the Port's storage space at the same time that supply is decreasing. Additionally, I am recommending roughly 20,000 square feet of asphalt work this year to make more Port property viable for the storage of fishing gear (asphalt costs estimated at \$86K). While I recognize that less than 100% of that 20,000 square feet can be utilized for storage, as a reference, that amount of space can be leased at my recommended rate for \$6,200 per month (\$74K per year). At the recommended rate, we would likely cover the cost of the improvements with lease revenue in just over two years. I recommend a short payback period on the investment because we are yet unsure as to how additional storage space being developed by Rondys will impact the Port's storage revenue.

### **NIT Net Service**

I recommended an increase to the net service rate at NIT because space is becoming reduced due to the Rondys lease roll back, and I anticipate the need to further increase the cost of space usage in the near future.

### **Dredge Spoils**

I recommended a higher percentage increase to the price in dredge spoils because we have seen increased demand for this material in the past year.

### **Commercial Marina Moorage**

I set the recommended increase in annual moorage in the commercial marina at 10% in keeping with the concepts in discussion with the CFUG. The deadline for recommended rate changes came prior to another meeting with that group, and I still need to go back to them to further discuss the concept. 10% was what I estimated was the minimum to keep the option open to get new electrical pedestals and

upgrade service on PORT DOCK 5 in THREE YEARS. We have more work to do on this front to ensure future increases in utility costs are covered if we decide to follow the three year schedule. There has been no decision to move ahead with that plan at this time, but I put this rate increase here in the event that we decide to go ahead with it.

I recommended an increase to the monthly moorage rate so that it's closer to that of other similar Ports.

**NIT Exempted Vessel Dockage Rate (Commercial Fishing Vessels)**

I recommended a substantial increase to the International Terminal exempt rate (this is the rate for those who are granted exceptions from the regular dockage rate, such as fishing vessels). After being advised several times to increase revenue at the Terminal, and after also being reminded several times that those who use the Terminal are willing to pay more, I took a look at both dockage revenue and rates. The emphasis here is on dockage, which excludes services.

FROM AUDITED FINANCIALS:

NIT Dockage Revenue

2013-14	\$77,935
2014-15	\$74,750
2015-16	\$94,570
2016-17	\$111,743
2017-18	\$85,602
2018-19 (as of 01APR19)*	\$63,121

\*current year has not been audited

The International Terminal exempt dockage rate has remained \$0.80 per foot, per day since 2014.

There was a recommendation to raise the exempt rate by 5% (\$0.04) made by the Commercial Fishing User Group in July of 2018, that recommendation of \$0.84 per foot, per day was not implemented. If that recommendation were to be implemented, it would increase the daily dockage revenue for an 80' Fishing Vessel in the amount of \$3.20. That results in an additional \$96 over the span of a month for an 80' vessel.

My recommendation to increase daily dockage for exempt vessels at the International Terminal to \$1.35 per foot is a 68.8% increase, which is certainly substantial. For an 80' Fishing Vessel, it would increase the daily dockage from \$64.00 to \$108.00. The dockage for that 80' Fishing Vessel to moor at the Newport International Terminal for a month would go from \$1,920 to \$3,240.

For comparison, an 80' Fishing Vessel could currently moor at the Port of Seattle at a similar pier with a dockage cost of \$86.40, or at the Port of Astoria for \$60.00. The current rate for an 80' vessel for a day's dockage at the Charleston Boat Yard dock is \$100.80.

Alternately, if we change the length of the fishing vessel to 125', the daily rate at the Port of Seattle is \$1.33. At that rate, a day's dockage is \$166.25. At my recommended NIT exempt rate, that vessel would moor at the Terminal for \$168.75 per day. Out of the aforementioned locations, the NIT and the Port of Seattle are the two that are most capable of handling vessels of that size.

All Ports express their rates in different increments and with different variables; each Port has different advantages and disadvantages, and they seek to price accordingly. I chose an 80' vessel for this

discussion because it would not be an uncommon fit in any of the locations. I did look at a broad array of different scenarios, and I would be happy to expound.

Below are revenue targets for NIT recommended by Todd Kimball of CFO Selections that have previously been presented to the Port:

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

In a hypothetical scenario, if dock usage remained flat this year, the 68.8% increase in rates would result in about \$58,894 in additional revenue in the coming fiscal year. Whether or not that would be realized is an uncertainty because increases in rates can potentially reduce usage. If rates are increased as I am recommending, there may be a reduction in usage of the pier.

Raising rates only works to the extent that utility is maximized from the customer's standpoint; after that point they then become motivated to make other choices. I am unaware of any studies on price elasticity on large fishing vessel moorages in the Pacific Northwest. In this instance, I recommend that we engage in a public discussion to further inform the Port Commission in their determination of rate increases.

## **South Beach Laundry**

There have not been rate adjustments to our coin laundry rates for a number of years. I recommend a per load increase from \$2.00 to \$2.50 which is still lower than other coin laundry facilities in the area. The recommendation to increase rates coupled with the deterioration and increased maintenance required for upkeep of our current machines, and the inability to change rates with the current coin acceptors on our machines, further supports my recommendation to replace these machines.

## **Truck Fee**

The Port is responsible to maintain an extensive network of road accesses and lot surfaces to facilitate industrial activity. During the upcoming budget planning process, we will be studying facility maintenance costs coupled with heavy truck traffic to determine fair rates for those who regularly operate heavy trucks on Port Property. We will focus our efforts on those trucks with a Commercial Motor Vehicle Classification of Class 6 and higher (GVWR of 19,501 lbs or above). We may find that Class 5 vehicles would need to be included. I have added a charge of \$7 per axle as a preliminary number, and that may change as we move ahead. I generated that number after surveying other Ports, looking at tolls around the west coast on various thoroughfares, and doing an informal survey of staff to get a gauge on traffic. This number seems to establish a minimal revenue stream to the Port that will

have low impact for *most* users. The surimi plant is the exception. Due to their volume, that rate would impact them much more however, such a charge is authorized in their lease documents.

**PORT OF NEWPORT RESOLUTION NO. 2019-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 2018-07 on June 11, 2018; 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:**

Unless otherwise noted, all Rates, Fees & Charges are effective 1 July 2019.

**SECTION 1. SERVICE RATES.**

Rates apply to all Port of Newport locations unless otherwise noted. 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.....	\$12.75	<b>\$13.75</b>	7.8%
2. Large. All at Newport International Terminal (NIT) Per Hour.....	\$32.00	<b>\$37.00</b>	15.6%
B. <u>Hoist Docks</u> . Tie up fee, per hour. Includes use of hoist.			
1. One hour minimum, up to 3 hours.....	\$41.00	\$43.05	5.0%
2. After 3 hours.....	\$49.00	\$51.45	5.0%
C. <u>Hoist Dock Cranes</u> . In addition to hoist dock rate.			
1. Large Capacity. In addition to labor rate. Per Hour.....	\$44.00	\$46.20	5.0%
2. Launch Sail Boats. Includes recovery, per launch.....	\$47.00	\$49.35	5.0%
D. <u>Service Docks</u> .			
1. Swede's Dock. In addition to moorage. Per day, per linear foot (double transient rate)...	\$1.04	\$1.09	5.0%
E. <u>City Water</u> .....			City's rate + 5.0% Administration Fee

	PREVIOUS	NEW	% CHG
F. <u>Fuel Surcharge</u> . NIT only. Per gallon.	\$0.034	\$0.034	0.0%
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.....	\$16.75	\$17.59	5.0%
2. 120 v NIT.....	\$7.25	\$7.61	5.0%
3. PD7 Service Dock, 110 v pumps.....	\$7.25	\$7.61	5.0%
<del>4. PD7 Yard Charge, trucks.....</del>	<del>\$12.75</del>	<del>\$13.39</del>	<del>5.0%</del>
H. <u>Hydraulic Crane</u> . In addition to labor rate. 30 ton capacity.			
Per hour.....	\$146.00	\$156.00	6.8%
I. <u>Personnel Lift</u> . In addition to labor rate.			
Local rental cost + 5% administrative fee.....			n/a
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 .....	\$65.00	\$68.25	5.0%
K. <u>Storage</u> .			
1. Outside Lot Storage. Any Port of Newport Lot except Newport International Terminal.			
a. Per square foot, monthly charge.....	\$0.24	\$0.25	5.0%
b. Minimum monthly charge.....	\$24.00	\$25.20	5.0%
a. Boat trailer only, per night.....	\$2.65	\$2.78	5.0%
b. Boat on trailer, per night, 10 days limit.....	\$8.50	\$8.93	5.0%
2. NIT Lot Storage			
a. Per square foot, monthly charge.....		\$0.31	
b. Minimum monthly charge.....		\$31.00	
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	\$31.50	5.0%
Charge for improper use of parking lot. (e.g. boat repair)			
Per day.....	\$24.00	\$25.20	5.0%
L. <u>Net &amp; Gear Maintenance</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.....	\$21.00	\$22.05	5.0%
2. NIT, per day. (7 calendar days max).....	\$21.00	\$25.00	19.0%
3. South Beach Marina, per day.....	\$21.00	\$22.05	5.0%
M. <u>Work Barge</u> . In addition to labor rate.			
1. Work boat, per hour.....	\$138.00	\$144.90	5.0%
2. Wood Barge, per day (work boat extra).....	\$26.00	\$27.30	5.0%
3. Skiff, per hour.....	\$14.50	\$15.23	5.0%
N. <u>Clean-up</u> . Equipment charges are extra.			
1. Oil Spills, per hour .....	\$102.00	\$107.10	5.0%
(HAZWOPER trained staff)			
O. <u>Disposal Fees</u> .			
1. Just oil, per gallon.....	\$0.52	\$0.55	5.0%
2. Oil-Water mix, per gallon.....	\$1.05	\$1.10	5.0%
3. Net Disposal and/or related gear, per pound.....	\$0.19	\$0.20	5.0%
4. Garbage, per pound.....	\$0.16	\$0.17	5.0%



	PREVIOUS	NEW	% CHG
<b>P. <u>Port Labor.</u> Includes all staff and fully burdened. Per hour, one hour minimum, in 15 minute increments.</b>			
1. Regular Hours.....	\$56.00	\$58.80	5.0%
2. Overtime. Any services required outside regular working hours unless otherwise posted.....	\$84.00	\$88.20	5.0%
3. Emergency Call-out. Any services requiring a port employee not currently on duty to report to duty after hours.....	\$106.00	\$111.30	5.0%
<b>Q. <u>Pallet Charge.</u> Any Port owned pallet leaving yard, each</b>	\$6.50	\$6.83	5.0%
<b>R. <u>Dredge Spoils.</u> Includes state fees; may be waived for other public agencies or beneficial uses.</b>			
Per cubic yard.....	\$2.65	\$2.90	9.4%
<b>S. <u>Keys/Cards.</u></b>			
1. South Beach Facilities, cards.			
a. Original (1st one).....	free	free	n/a
b. Replacement/additional (each).....	\$6.50	\$6.83	5.0%
2. Bay Front Facilities, keys.			
a. Original/first one.....	\$18.00	\$18.90	5.0%
b. Replacement/additional.....	\$32.00	\$8.93	-72.1%
<b>T. <u>Truck Toll</u></b>			
Vehicles with a Commercial Motor Vehicle Classification of Class 6 or higher (GVWR of 19,501 lbs or above), per axle.....	n/a	\$7.00	n/a

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

<b>A. <u>Moorage.</u> Per linear foot.</b>			
1. Daily (transient).....	\$0.52	\$0.55	5.8%
2. Weekly, to be paid in advance.....	\$5.00	\$5.25	n/a
3. Calendar Month, to be paid in advance .....	\$9.50	\$11.00	15.8%
4. Semi-Annual, to be paid in advance .....	\$35.00	\$38.00	8.6%
5. Annual, to be paid in advance .....	\$46.00	\$50.60	10.0%
<b>B. <u>Parking Permits.</u> To be paid in advance.</b>			
1. Commercial Fishermen only.			
Annual: April 1 - March 31	\$23.00	\$24.15	5.0%

**SECTION 3. INTERNATIONAL TERMINAL CHARGES.**

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

A. Port Security Fee. (§I.13) Per three 8-hour shifts.

B. Materials & Supplies. (§I.31). Cost + 5% Administration Fee.

C. Dockage Charges. (§III.31). Rate per day, by length.

1. 000.00 - 351.05 ft.....	\$1,627.00	\$1,708.35	5.0%
2. 351.05 - 371.05 ft.....	\$1,792.00	\$1,881.60	5.0%
3. 371.02 - 400.26 ft.....	\$1,981.00	\$2,080.05	5.0%
4. 400.26 - 426.51 ft.....	\$2,203.00	\$2,313.15	5.0%
5. 426.51 - 449.48 ft.....	\$2,373.00	\$2,491.65	5.0%
6. 449.48 - 475.72 ft.....	\$2,607.00	\$2,737.35	5.0%
7. 475.72 - 498.69 ft.....	\$2,960.00	\$3,108.00	5.0%
8. 498.69 - 524.93 ft.....	\$3,527.00	\$3,703.35	5.0%
9. 524.93 - 551.18 ft.....	\$3,639.00	\$3,820.95	5.0%
10. 551.18 - 574.15.....	\$3,822.00	\$4,013.10	5.0%
11. 574.15 - 600.39 ft.....	\$4,373.00	\$4,591.65	5.0%
12. 600.39 - 626.64 ft.....	\$5,092.00	\$5,346.60	5.0%
13. 626.64 - 650.00 ft.....	\$5,787.00	\$6,076.35	5.0%
14. Above 650 ft., added on top of above rate, per ft.....	\$8.90	\$9.35	5.0%
15. Exceptions for certain vessels (§II.14) [Including all fishing vessels] Per linear foot.			
Daily.....	\$0.80	\$1.35	68.8%

D. Service and Facility Charges. (§III.2).

Per 1000 board feet, unless noted.

1. Logs. Scribner scale, ex dock.....	\$7.75	\$8.14	5.0%
2. Cants.....	\$6.00	\$6.30	5.0%
3. Lumber, packaged rough.....	\$5.22	\$5.48	5.0%
4. Lumber, packaged surfaced.....	\$4.63	\$4.86	5.0%
5. Plywood, veneer, corestock & harbord, /1000 kilos.....	\$5.87	\$6.16	5.0%
6. Pulp, Linerboard, bales or rolls, 2000 kilos.....	\$3.49	\$3.66	5.0%
7. Other commodities, per metric ton or 1000 bf.....	\$6.83	\$7.17	5.0%
8. Other commodities, per cubic meter.....	\$5.69	\$5.97	5.0%

E. Wharfage Assessment. (§III.6).

Minimum charge for any single bill of lading..... \$10.00 \$10.50 5.0%

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	\$9.98	5.0%
2. Cants.....	\$6.00	\$6.30	5.0%
3. Lumber, packaged rough.....	\$4.55	\$4.78	5.0%
4. Lumber, packaged surfaced.....	\$4.03	\$4.23	5.0%

	PREVIOUS	NEW	% CHG
5. Plywood, veneer, corestock & harbord, /1000 kilos.....	\$3.96	\$4.16	5.0%
6. Pulp, Linerboard, bales or rolls, 2000 kilos.....	\$2.72	\$2.86	5.0%
7. Other commodities, per metric ton or 1000 bf.....	\$5.57	\$5.85	5.0%
8. Other commodities, per cubic meter.....	\$4.57	\$4.80	5.0%
<b>G. <u>Cargo Staging Area.</u> (§IV.2). Base rent for 3-acre surge area.</b>			
1. Per week, seven days	\$2,000.00	\$2,100.00	5.0%
2. Per day, less than seven days	\$300.00	\$315.00	5.0%
<b>H. <u>Line Service.</u> (§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.</b>			
1. 2 individuals.....	\$520 - \$656		0.0%
2. 4 individuals.....	\$1,061 - \$1,317		0.0%
3. 6 individuals.....	\$1,575 - \$1,973		0.0%
4. 8 individuals.....	\$2,153 - \$2,631		0.0%

**SECTION 4. RECREATIONAL MARINA (SOUTH BEACH) CHARGES.** Rates become effective October 1, 2019.

<b>A. <u>Moorage.</u> Per linear foot. Charge based on boat length or slip length, whichever is greater. Charge at F-Dock based on boat length.</b>			
1. Daily.....	\$0.80	\$0.84	5.0%
2. Weekly.....	\$5.00	\$5.25	5.0%
3. Calendar Month.....	\$12.00	\$12.60	5.0%
4. Semi-Annual, to be paid in advance.....	\$40.00	\$42.00	
5. Annual, to be paid in advance.....	\$60.00	\$63.00	5.0%
6. Cancellation Fee - Semi-Annual or Annual Moorage.....			
a. 30 days or more before check-in date.....	\$53.00	\$55.65	5.0%
b. Less than 30 days before check-in, or early check out.....	\$105.00	\$110.25	5.0%
7. Electric Surcharge, per extra plug on dock.			
a. Weekly.....	\$30.00	\$31.50	5.0%
b. Monthly.....	\$120.00	\$126.00	5.0%
8. Live-aboard, by written agreement only.			
Monthly rate per person.....	\$80.00	\$84.00	5.0%
<b>B. <u>South Beach Charter Rates.</u></b>			
1. Annual Charter Operating Fee.....	\$350.00	\$367.50	5.0%
2. Annual Moorage, per linear foot, if meeting the requirements of Resolution 2015-08 Section 3.....	\$50.00	\$52.50	5.0%
<b>C. <u>Dock Box.</u> Purchase.....</b>			
	\$375.00	\$393.75	5.0%
<b>D. <u>Electrical Upgrade.</u> From 20 to 30 amp. One time fee.....</b>			
	\$75.00	\$78.75	5.0%
<b>E. <u>Service Fee Reimbursement.</u> For electric pedestal amperage overloads.</b>			
May be charged at actual cost to the Port + 5.0% Admin. Fee	\$100.00	\$105.00	5.0%
<b>F. <u>Line Replacement.</u> Per foot, per time.....</b>			
	\$1.50	\$1.58	5.0%
<b>G. <u>Launch Fee.</u> Includes use of launch ramp, boat washdown, and fish cleaning stations.</b>			
1. Daily.....	\$6.00	\$6.00	0.0%
2. Annual			
a. Resident .....	\$70.00	\$73.50	5.0%
b. Resident Senior (60+).....	\$50.00	\$52.50	n/a
c. Non-resident .....	\$100.00	\$105.00	5.0%
d. Non-resident Senior. (60+).....	\$85.00	\$89.25	5.0%

	PREVIOUS	NEW	% CHG
e. Military Veterans Disabled, Retired, or Active Duty; with ID Proof	\$50.00	\$52.50	n/a

**SECTION 5. RECREATIONAL VEHICLE PARK FEES.** Effective October 1, 2019. Applicable State and Municipal Lodging Tax will be an additional charge.

A. High Traffic Surcharge. Per night (2-night minimum). Added to all RV Park stays in the Marina RV Park, RV Park Annex, and Dry Camping (tents allowed).

1. Memorial Day, Labor Day, 4th of July .....	\$20.00	\$20.00	0.0%
2. Seafood & Wine Festival, Marina RV Park & Annex .....	\$50.00	\$50.00	0.0%
3. Seafood & Wine Festival, Dry Camp .....	\$50.00	\$50.00	0.0%
4. Other Special Events .....	varies	varies	

B. Off Season (Winter). 1 November - March 31.

1. All Marina RV Park Sites			
a. Daily			
Regular.....	\$43.00	\$45.15	5.0%
-Good Sam OR Military Veterans (not both).....	\$38.70	\$40.64	5.0%
b. Monthly.....	\$800.00	\$850.00	6.3%
2. The Annex RV Sites			
a. Daily.....	\$37.00	\$38.85	5.0%
c. Monthly.....	\$750.00	\$800.00	6.7%
3. Dry Camping, daily .....	\$25.00	\$25.00	0.0%

C. Peak Season (Summer). April 1 - October 31. Base rate before taxes.

1. All Marina RV Park Sites			
a. Daily			
Regular.....	\$50.00	\$52.50	5.0%
Good Sam OR Military Veterans (not both).....	\$45.00	\$47.25	5.0%
b. Monthly.....	\$900.00	\$950.00	5.6%
2. The Annex RV Sites			
a. Daily.....	\$38.00	\$39.90	5.0%
b. Monthly.....	\$750.00	\$787.50	5.0%
3. Dry Camping, daily .....	\$27.00	\$27.00	0.0%

D. South Beach Meeting Room. Must be pre-arranged and authorized. Keys must be obtained and returned.

1. 1/3 Day (morning, afternoon or evening).....	\$40.00	\$42.00	5.0%
2. Full Day.....	\$100.00	\$105.00	5.0%

E. Pet Fee. Charged additionally; 3 pet limit.

1. Daily. First pet free; each additional.....	\$4.00	\$4.00	0.0%
2. Weekly. First pet free; each additional.....	\$11.00	\$11.00	0.0%
3. Monthly. Charge per pet including first.....	\$11.00	\$11.00	0.0%

F. Individual Fee. First two people free; each additional person charged.

a. Daily.....	\$4.00	\$4.20	5.0%
b. Monthly.....	\$42.00	\$44.10	5.0%

G. Vehicle Fee. Any combination of three axle pieces or equipment (e.g. trailer, fifth wheel, truck/car, storage trailer.) Charged for fourth piece.

a. Daily.....	\$10.00	\$10.50	5.0%
b. Monthly.....	\$50.00	\$52.50	5.0%

H. Reservation Deposit. Payable at booking. Deposit will be applied to actual stay, subject to cancellation fee if applicable.

a. Daily .....		First night's rate	
----------------	--	--------------------	--

	PREVIOUS	NEW	% CHG
b. Monthly.....		First month's rate	
<b>I. Cancellation Fee.</b>			
1. Daily reservation, except holiday or special event.			
a. 72 hours or more before check-in date.....	\$15.00	\$15.75	5.0%
b. Less than 72 hours before check-in date.....		First night's rate	
2. Daily reservation, holiday or special event other than Seafood & Wine Festival			
a. 14 days or more before check-in date.....	\$15.00	\$15.75	5.0%
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.....	\$53.00	\$55.65	5.0%
b. Less than 30 days before check-in, or early checkout.....	\$105.00	\$110.25	5.0%
4. Seafood & Wine Festival. All cancellations are charged for a 2-nights' rate, no grace period.			
<b>J. Laundry Machines. Per Load.....</b>	\$2.00	<b>\$2.50</b>	25.0%
<b>K. Showers</b>			
1. Marina RV Park and Annex RV Sites.....	free	free	
2. Marina Slips & Dry Camping, per 5 minutes.....	\$1.50	\$1.58	5.0%

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

<b>A. Class A Violation</b>			
1. 0 - 14 days, per day.....	\$315.00	\$330.75	5.0%
2. 15 - 29 days, per day.....	\$630.00	\$661.50	5.0%
3. 30+ days, per day.....	\$1,050.00	\$1,102.50	5.0%
<b>B. Class B Violation.</b>			
1. 0 - 14 days, per day.....	\$158.00	\$165.90	5.0%
2. 15 - 29 days, per day.....	\$315.00	\$330.75	5.0%
3. 30+ days, per day.....	\$525.00	\$551.25	5.0%

	PREVIOUS	NEW	% CHG
<b>C. Class C Violation.</b>			
1. 0 - 14 days, per day.....	\$32.00	\$33.60	5.0%
2. 15 - 29 days, per day.....	\$63.00	\$66.15	5.0%
3. 30+ days, per day.....	\$105.00	\$110.25	5.0%
<b>D. Class D Violation.</b>			
1. 0 - 14 days, per day.....	\$16.00	\$16.80	5.0%
2. 15 - 29 days, per day.....	\$32.00	\$33.60	5.0%
3. 30+ days, per day.....	\$53.00	\$55.65	5.0%
<b>E. Parking Violation.</b>			
1. 0 - 10 days, paid within.....	\$42.00	\$44.10	5.0%
2. 11 - 20 days, paid within.....	\$89.00	\$93.45	5.0%
3. 21+ days, paid within.....	\$131.00	\$137.55	5.0%
<b>F. Dumping Violation.</b>			
Per Event.....	\$525.00	\$551.25	5.0%

**SECTION 7. ADMINISTRATIVE FEES.** Staff may require payment or deposit in advance of service (ORS)

<b>A. Public Records Request Fee Schedule.</b>			
1. Copies of Public Records. Per page.....	\$0.50	\$0.53	5.0%
2. Copies of Nonstandard documents, per page.....	\$21.00	\$22.05	5.0%
3. Copies of Sound Recordings (each).....	\$12.00	\$12.60	5.0%
<b>B. Faxes/Emailing/Copies. Per page.</b>			
1. Local.....	\$1.10	\$1.16	5.0%
2. Long Distance.....	\$2.00	\$2.10	5.0%
3. Incoming.....	\$1.50	\$1.58	5.0%
4. Copies .....	\$0.30	\$0.32	5.0%
<b>C. Long Distance Phone Calls. 5 minutes maximum.</b> .....			
	\$2.50	\$2.63	5.0%
<b>D. Lamination.</b> Per page. Letter size.....			
	\$2.50	\$2.63	5.0%
<b>E. Notice Posting.</b> For non-payment of lease or moorage.....			
	\$75.00	\$78.75	5.0%
<b>F. Failure to Register.</b> For research related to unregistered boats. ....			
	\$40.00	\$42.00	5.0%
<b>F. Failure to Register.</b> For research related to unregistered boats. ....			
	\$40.00	\$42.00	5.0%
Per hour, one hour minimum, in 15 minute increments. See Section 1(P)			
<b>G. International Terminal Meeting Room.</b> Must be pre-arranged and			
1. Half day.....	\$40.00	\$42.00	5.0%
2. Full day.....	\$80.00	\$84.00	5.0%
<b>H. Returned Check Fee.</b> Bank fees will be added.....			
	\$50.00	\$52.50	5.0%
<b>I. Per Annum Interest Rate.</b> Applied to past due accounts. ....			
	19.0%	\$0.20	5.0%
<b>J. Impound Seizure Fee.</b>			
1. Vessel Impounding.....	\$850.00	\$892.50	5.0%
2. Car/Truck/Trailer.....	\$125.00	\$131.25	5.0%
3. Towing.....		Actual Cost + 5% Admin. Fee	
<b>K. Process Fees.</b>			
Any additional fees incurred by the Port as part of an eviction process.			
1. Notice.....	\$75.00	\$78.75	5.0%

	PREVIOUS	NEW	% CHG
2. FED Complaint.....	\$250.00	\$262.50	5.0%
3. Court Hearing.....	\$200.00	\$210.00	5.0%
4. Writ of Execution.....	\$160.00	\$168.00	5.0%
L. <u>Special Use Permit Fee</u> . The General Manager has authority to adjust or waive usage fee based upon non-			
1. <u>Application Fee</u> .....	\$110.00	\$115.50	5.0%
2. <u>Usage Fee</u> . Number of Participants, Attendees, Contestants,			
a. 1 - 200.....	\$420.00	\$441.00	5.0%
b. 201 - 500.....	\$683.00	\$717.15	5.0%
c. 501-1000.....	\$945.00	\$992.25	5.0%
d. 1001 - 5000.....	\$1,470.00	\$1,543.50	5.0%
e. 5001 - 10,000.....	\$1,995.00	\$2,094.75	5.0%
f. 10,001 - 20,000 .....	\$2,520.00	\$2,646.00	5.0%
f. More than 20,000.....	\$5,250.00	\$5,512.50	5.0%
3. Vendors, per each.....	\$50.00	\$52.50	5.0%
4. Insurance Certificate Minimum Limits. Additional coverage or limits may			
a. General Liability, per occurrence.....	\$2MM	\$2MM	0.0%
b. General Liability, in aggregate.....	\$2MM	\$2MM	0.0%
M. <u>Security</u> . (TCB) costs reviewed and passed along to applicant, + 5.0% Administrative Fee.			
N. <u>Background Check</u> .....	\$40.00	\$42.00	5.0%
O. <u>Credit Check</u> . .....	\$40.00	\$42.00	5.0%
P. <u>Notary Fees</u> (OAR 160-100-0410).			
Affidavit/Jurat, Oath/Affirmation, Witness/Attest, per document.....	\$10.00	\$10.50	5.0%
Q. <u>Package Handling Fee</u> . Per item.			
1. Envelope. ....	free	free	n/a
2. Package. 1st one free. Fee for each additional package.....	\$5.00	\$5.25	5.0%

**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

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

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

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

PREVIOUS NEW % CHG

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. Visiting NOAA Vessels.

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

G. Vendors. (reserved)

Subject to periodic review by Insurance Agent, and subsequent changes by the Port's Management and/or the Board of Commissioners

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

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

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

**APPROVED AND ADOPTED** by the Board of Commissioners this [DATE].

---

Stewart Lamerdin  
President

---

Walter Chuck  
Secretary/Treasurer





## **S T A F F   R E P O R T**

---

**DATE:**            April 3, 2019  
**RE:**                FY 2019-20 Budget Recommendations for Personnel Services  
**TO:**                Teri Dresler, Interim General Manager  
**ISSUED BY:**    Mark Harris, Accounting Supervisor

---

### **BACKGROUND**

I have compiled budget recommendations for Personnel Services by profit center within the General Operating Fund and NOAA Fund for FY 2019-20. These recommendations are based on tax, benefit, and insurance information currently available and estimates calculated in the same manner as in prior years.

### **DETAIL**

#### ***Salaries and Wages***

Salary and wage recommendations were calculated using the current schedule of wage steps in effect as of January 1, 2019. As was adopted in the prior year 2018-19 budget, a 2% cost of living adjustment to be applied to the entire schedule of wage steps along with a possible 2%, or one step merit increase (both to be effective for the last 6 months of the 2019-20 fiscal year) have been factored into these recommendations. Salaries and wages are budgeted to increase by 8%, down from the 18% increase in the prior year's budget due to numerous salary and wage adjustments in FY 2017-18.

#### ***Payroll Taxes***

There has been little change in the payroll tax rates assigned to the Port in the past 3 years. The 7.6% increase in budgeted payroll tax expenses is tied to the increase in budgeted salaries and wages.

#### ***Retirement - PERS***

Employer contribution rates assigned by PERS change every other year. The Port's 2019 through 2021 rates have increased. The Tier 1/Tier 2 rate increased from 13.54% to 13.99%. Currently, there are only 3 Port employees eligible for the Tier 1/Tier 2 rate. The OPSRP General Service rate increased 33% from 4.61% to 6.14%. This rate is applied to the subject wages of the other 23 Port employees.

### ***Health Insurance***

An estimate of the premiums for our medical, dental, and accidental death and dismemberment insurance benefits was obtained. Costs for these benefits are projected to increase by nearly 10% on July 1, 2019.

Budget recommendations for supplemental insurance benefits have been calculated using the average expense to the Port for these benefits over the past 5 years. This same method was used to estimate prior years' budgeted costs. FY 2018-19 has seen an increase in the use of this benefit by employees resulting in an overall increase of just under \$500 in the budget recommendation.

The projected increase in the cost of the Employee Assistance Program was also less than \$500 over the prior year.

### ***Workers' Compensation Insurance***

An estimate of the FY 2019-20 workers' comp. insurance premium was obtained and is projected to increase by 23%. The 3% decrease in the budget recommendation is due an actual premium expense for FY 2018-19 of \$31k which was much lower than the \$42k that was budgeted.

### ***Employee Incentives***

Expenses for the Port's holiday party and gift card bonuses, retirement gifts, flowers and cards, and other such purchases are budgeted in this line item. The \$400 increase over the prior year was based on actual costs incurred in FY 2018-19.

###



**Recommended Personnel Services  
Fiscal Year 2019-2020**

	General Operating Fund					NOAA Fund			Combined				
	Admin	South Beach		Commercial	International	Maintenance	2018-2019	2019-2020	GOF	2018-2019	2019-2020	NOAA	GOF + NOAA
		RV Park	Operations	Marina	Terminal	Department	Final Budget	Proposed	% +/-	Final Budget	Proposed	% +/-	% +/-
<b>Salaries and Wages</b>													
<i>Port Administration</i>													
General Manager	\$ 130,563												
Administrative Supervisor	39,738												
Director of Finance & Business Services	88,428												
Accounting Supervisor	55,501												
Accounting Specialist I	38,931												
Accounting Specialist II	35,961												
Accounting Specialist II	35,961												
Director of Operations	89,171												
Overtime	5,000												
	519,255						\$ 462,460	\$ 519,255	12.3%				
<i>South Beach RV Park</i>													
RV Park Supervisor	\$ 41,753												
Accounting Specialist II	35,261												
Accounting Specialist III	27,263												
Overtime	5,000												
	109,277						104,394	109,277	4.7%				
<i>South Beach Marina</i>													
Recreational Harbormaster			\$ 57,283										
Maintenance II			35,367										
Maintenance II			34,667										
Maintenance II			34,667										
Maintenance II			32,673										
Overtime			3,000										
			197,657				187,085	197,657	5.7%				
<i>Commercial Marina</i>													
Commercial Harbormaster				\$ 57,283									
Maintenance II				38,274									
Maintenance II				34,667									
Maintenance II				32,036									
Maintenance II				33,330									
Maintenance II				32,036									
Overtime				6,000									
				233,626			192,877	233,626	21.1%				



**Recommended Personnel Services  
Fiscal Year 2019-2020**

	General Operating Fund							NOAA Fund			Combined		
	Admin	South Beach		Commercial	International	Maintenance	2018-2019	2019-2020	GOF	2018-2019	2019-2020	NOAA	GOF + NOAA
	RV Park	Operations	Marina	Terminal	Department	Final Budget	Proposed	% +/-	Final Budget	Proposed	% +/-	% +/-	
<b>Salaries and Wages (continued)</b>													
<i>International Terminal</i>													
NIT Supervisor				\$ 53,719									
Overtime				8,000									
				61,719		54,619	61,719	13.0%					
<i>Maintenance Department</i>													
Maintenance Supervisor					\$ 41,435								
Maintenance II					34,667								
Overtime					1,000								
					77,102	106,168	77,102	-27.4%					
<i>NOAA</i>													
MOC-P Manager									\$ 55,713	\$ 57,962	4.0%		
<b>Total Salaries and Wages</b>	519,255	109,277	197,657	233,626	61,719	77,102	1,107,602	1,198,635	8.2%	55,713	57,962	4.0%	8.0%
Personnel Count (FTE)	8.0	3.0	5.0	6.0	1.0	2.0	22.0	25.0		1.0	1.0		26.0
<b>Payroll Taxes and Benefits</b>													
Total Payroll Tax Expense	46,282	10,597	18,865	22,361	5,558	7,474	103,012	111,138	7.9%	5,048	5,271	4.4%	7.7%
Retirement - PERS	31,882	6,710	19,409	18,841	3,790	4,734	62,415	85,366	36.8%	2,568	3,559	38.6%	36.8%
Health Insurance	71,616	26,856	44,760	53,712	8,952	17,904	202,272	223,800	10.6%	8,256	8,952	8.4%	10.6%
Health Insurance Reimbursement Arrangement	2,080	780	1,300	1,560	260	520	6,550	6,500	-0.8%	262	800	205.3%	7.2%
Employee Assistance Program	1,120	420	700	840	140	280	3,250	3,500	7.7%	120	140	16.7%	8.0%
Workers' Compensation Insurance	1,201	214	12,314	14,555	3,845	4,803	38,119	36,932	-3.1%	3,743	3,611	-3.5%	-3.2%
Employee Incentives	1,760	660	1,100	1,320	220	440	5,100	5,500	7.8%	196	200	2.0%	7.6%
Total Payroll Taxes and Benefits	155,941	46,237	98,448	113,189	22,765	36,155	420,718	472,736	12.4%	20,193	22,533	11.6%	12.3%
<b>Total Personnel Services</b>	\$ 675,196	\$ 155,513	\$ 296,105	\$ 346,816	\$ 84,484	\$ 113,257	\$ 1,528,320	\$ 1,671,371	9.4%	\$ 75,906	\$ 80,495	6.0%	9.2%

# STAFF REPORT

---

**DATE:** 02 April 2019  
**RE:** Recommendations on Capital Projects  
**TO:** Teri Dresler, Interim General Manager  
**ISSUED BY:** Aaron Bretz – Director of Operations

---

## **BACKGROUND**

I've compiled some details on my recommendations for capital projects and acquisitions for the year. As always, these recommendations and the information provided are for discussion in pursuit of the best choices possible. I highlighted my choices for capital projects this year on the attached workbook under the 2019-24 top priorities list. Aside from the Pier Construction being the top priority (pending funding approval), other items are listed here but not necessarily listed in order of importance.

## **DETAIL**

### **Port Dock 5 Pier Construction**

The Port Dock 5 Pier Construction is the most important upcoming project at the Port. It is my recommendation that we proceed with this project if we receive the EDA Grant. If we don't receive the Grant, we should conserve as much as we can so that we can perform the work as soon as possible.

### **Replace 6 Pilings, PD7 E & F, etc.**

I recommend coupling this work to the Port Dock 5 Pier Construction to save money on mobilization. In the event that the PD5 Pier project does not get funding, mobilization for this work is expensive enough that I don't think it's a good idea to undertake this project unless we increase the number of pilings or add it to another project.

### **Planning Project for Marina Mitigation Plan**

This work should only be done if there is agreement on an overall strategy for the Commercial Marina. For example, if the projects for Marina improvement are approved in the Strategic Business Plan are adopted, then this project is a good one. If there is not agreement on the future design concepts in the Commercial Marina, we should not undertake this project. The ideas I have submitted on future Commercial Marina design are my best effort, and at this time I think they present the most advisable course of action to sustain the Commercial Fishing Industry in Newport. I also believe that more dialogue is necessary to reach a final determination, which means that the plan will likely evolve if the Port Commission believes it is wise to proceed.

### **Phase II Study of Rogue Seawall**

This is the next necessary step to determine a repair plan for this critical asset. I recommend proceeding with this work, which will evaluate the state of the fill behind the wall as well as conduct an analysis of the condition of the concrete slabs between the soldier piles.

### **Grading of the Port's 9 Acre Lot**

I recommend prioritizing this higher than it was previously. We should grade the material and preserve the wetlands for now until the Port determines the next steps with this property. In the interim, we would plant native grasses to maintain the soil. This would prevent further spreading of the wetlands on the property, which reduces the economic value of the land. It would also make the land more marketable for use of any kind, and would stop the degradation of the property. The project could be perceived as an expensive one, but the cost of leaving the property in its current state and the reduced value as a result should be weighed against the cost of the property. Lack of property maintenance has resulted in wetlands on this heavy industrial zoned land. This is basically a large property maintenance project that has benefits in the realm of adding value to the lot.

### **Final Plans, New RV Annex**

This project has the potential to add revenue. After the conceptual redesign, we will have a better idea of an estimated additional revenue to be added.

### **Speed Queen Washers, South Beach**

We are beginning to experience mechanical failures in the coin operated laundry machines in South Beach. We studied cash revenue last year for 6 months of typical operation of these machines and over a six month span that bridged part of the slow season as well as our peak season, we brought in over \$13,000 in revenue from coin operated laundry. Not only are the old machines beginning to fail, but it's time for us to raise rates and the old machines are not capable of charging a higher rate. This is a good purchase for us to make at this time.

### **6,000 LB Toyota Forklift**

We generally seek to replace forklifts in the Commercial Marina at the 10 year mark, or 6,000 operating hours (whichever occurs first). One of our forklifts in the Commercial Marina is 10 years old this year, but has 5,500 operating hours. We replace the forklifts at this point in order to maintain reliability at the Hoist Dock because of the pace of operations there that are critical to the Port users. I recommend replacing this forklift and possibly moving the old one out to the Terminal; the Terminal Supervisor has expressed that he could make good use of the old forklift. Since there are fewer hours on this lift, the Terminal may be a good place for it, particularly at times when it is extremely busy.

### **Yamaha Outboard**

The outboard on the 22' Boston Whaler in the Commercial Marina has heavy corrosion, and the tilt motor, main bracket, main hydraulic arm on the steering ram, and other internal components are failing. Replacement of these parts would exceed the value of the current outboard. I recommend a new outboard along with new maintenance practices that will extend the life of the outboard.



**RECOMMENDED CAPITAL PROJECTS**  
**Fiscal Year 2019-20**

Item #	Priority	Fund	Project	Profit Center	Cost Estimate
1	S	CF	PD5 pier construction	CM	\$ 2,400,000
2	S	FMRF	Replace 6 pilings - PD7 E and F, and PD5	CM	120,000
3	S	CF	Planning project for mitigation of the Marina Plan	CM	60,000
4	S	CF	Phase II study of Rogue seawall (geotech and repair alternatives)	LP	60,000
5	S	CF	Grading of Port's 9 acre lot (without wetland mitigation)	NIT	153,000
6	S	CF	Final plans, new RV park annex	SB	120,000
7	S	GOF	10 Speed Queen washers	SB	17,500
8	S	GOF	6000 lb. Toyota forklift	CM	43,000
9	S	GOF	Yamaha 115HP outboard motor	CM	11,800
<b>Total Recommended Capital Outlay</b>					<b>\$ 2,985,300</b>

Priorities

- S - Short term (next budget year)
- N - Near term (2 to 5 years)
- M - Mid term (6 to 10 years)
- L - Long term (11 to 20 years)



**RECOMMENDED CAPITAL PROJECTS (by Fund)**  
**Fiscal Year 2019-20**

<b>Fund Capital Project</b>	<b>Profit Center</b>	<b>Capital Outlay Budget</b>	<b>External Funding (Grants/Loans)</b>	<b>Net Outlay</b>
<b>General Operating Fund (GOF)</b>				
10 Speed Queen washers	SB	\$ 17,500	\$ -	\$ 17,500
6000 lb. Toyota forklift	CM	43,000	-	43,000
Yamaha 115HP outboard motor	CM	11,800	-	11,800
Subtotal		72,300	-	72,300
<b>Facilities Maintenance Reserve Fund (FMRF)</b>				
Replace 6 pilings - PD7 E and F, and PD5	CM	120,000	-	120,000
Subtotal		120,000	-	120,000
<b>Construction Fund (CF)</b>				
PD5 pier construction	CM	2,400,000	1,200,000	1,200,000
Planning project for mitigation of the Marina Plan	CM	60,000	-	60,000
Phase II study of Rogue seawall (geotech and repair alternatives)	LP	60,000	-	60,000
Grading of Port's 9 acre lot (without wetland mitigation)	NIT	153,000	-	153,000
Final plans, new RV park annex	SB	120,000	-	120,000
Subtotal		2,793,000	1,200,000	1,593,000
<b>Total</b>		<b>\$ 2,985,300</b>	<b>\$ 1,200,000</b>	<b>\$ 1,785,300</b>





**BUDGET CALENDAR 2019**

**TUESDAY, FEBRUARY 26**

Review calendar, committee, and budget officers.

**THURSDAY, MARCH 7**

Dept. Heads receive direction on identifying priorities/operational changes

**TUESDAY, MARCH 19**

Management Team convenes to discuss budget.

**TUESDAY, APRIL 9**

1<sup>st</sup> Commission Budget Priorities Work Session, Noon. Consider Staff Proposals: Rates, Personnel Expenses, Project Priorities

**WEDNESDAY, April 10**

Finance Officer presents working budget for Management Team review. Commission Work Session packet distributed.

**TUESDAY, April 16**

2<sup>nd</sup> Commission Budget Priorities Work Session, Noon. Consider Staff Proposals: Revenue, Materials & Services, Debt Service, Other Funds

**WEDNESDAY, MAY 1**

Publish first notice of budget committee meeting. (Notice to *News Times* by Fri April 26) (Add Notice to Port's web site or publish second notice)

**TUESDAY, MAY 7**

Deliver agenda, budget message, and proposed budget to committee members (1 week prior to meeting).

**TUESDAY, MAY 14**

Budget committee meets, 6:00 p.m.  
**(Second Committee Meeting, May 21 if needed)**

**WEDNESDAY, JUNE 12**

Publish hearing notice and summary.  
(Notice to *News Times* by Mon June 10)

**TUESDAY, JUNE 25**

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

**TUESDAY, JULY 9**

Submit budget documents to County Assessor

- LB-50 x 2
- Budget Resolution x 2

**TUESDAY, SEPTEMBER 24**

Submit budget documents to County Clerk.

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

**BUDGET COMMITTEE MEMBERS**

(Freeholder positions are three-year terms)

**FREEHOLDERS**

1. Fred Postlewait (1994) ..... 30 June 2022
2. Brian Barth (1996)..... 30 June 2020
3. Alan Brown (2003) ..... 30 June 2019

**COMMISSIONERS**

1. Walter Chuck (2011)..... 30 June 2019
2. Sara Skamser (2017)..... 30 June 2021
3. Stewart Lamerdin (2015)..... 30 June 2019
4. Jeff Lackey (2017) ..... 30 June 2021
5. Jim Burke..... 30 June 2019

**BUDGET OFFICER**

Teri Dresler, Interim General Manager  
FY 2019-2020

All budget meetings will be held at the South Beach Marina & RV Park Activities Room.