

# Port of Olympia 2018 Statutory Budget

The Port prepared a cash budget estimating receipts and disbursements in accordance with RCW 53.35.010. The preliminary 2018 Statutory Budget was made available to the public and the Port Commission as required by RCW 53.35.010 and RCW 53.35.045.

Notice of the Public Hearing, with an announcement stating that copies of the preliminary budget were available, was published on October 29 and November 5, 2017. Notices were published in *The Olympian* as required by law (RCW 53.35.020 and RCW 53.35.045).

## Port of Olympia 2018 Statutory Budget

<b>Beginning Cash &amp; Investments</b>	<b>\$ 4,083,000</b>
<b>Projected Sources of Funds</b>	
Revenues	11,548,000
Operating Expense	(5,164,000)
Maintenance Expense	(2,038,000)
Administration Expense	(3,051,000)
<b>Provided by Operations</b>	<b>1,295,000</b>
Interest Income	115,000
Other, Net	(749,000)
Ad valorem tax revenue	5,199,000
<b>Projected Sources of Funds</b>	<b>5,860,000</b>
<b>Projected Uses of Funds</b>	
Debt Service Payments - Existing Bonds Debt	4,479,000
Service Payments - Bank Financing	-
Capital Spending - Planned Projects	3,229,000
Projected Uses of Funds	7,708,000
<b>Projected Borrowing</b>	
Equipment Financing	1,800,000
<b>Total Borrowing</b>	<b>1,800,000</b>
<b>Projected Ending Cash &amp; Investments</b>	<b>\$ 4,035,000</b>

## Appendix B - Schedule of Proprietary Type User Charges

### Schedule of Proprietary Type User Charges - Marina Effective 1/1/2018

#### MARINA CHARGES

Lengths shown are the boat length or the slip size, whichever is longer.

"Long-Term" Moorage amounts include leasehold excise tax.

Base Rate	
Rate for 20-28 Ft Slip	\$7.65 per foot per month
Rate for 32-36 Ft. Slip	\$8.65 per foot per month
Rate for 40-44 Ft. Slip	\$9.05 per foot per month
Rate for 50 Ft. Slip	\$9.35 per foot per month
Rate for over 50 Ft. Slip	\$9.75 per foot per month

Live Aboard Charge & Limits	\$75.00 per vessel minimum per month or based on vessel size
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Boat (Includes crew)	
Medium Endurance	\$175.00/hr – small boat
Rapid Response/High Endurance	\$230.00/hr – medium size boat

Heavy Tow/Salvage/Dive	
Towing	\$175.00/hr
High Risk Tow	\$230.00/hr – additional crew & equipment

Utilities Charges	
	As metered or allocated, not subject to leasehold tax
Rate	\$6.00 monthly fee plus actual usage for metered slips
	\$25.00 flat monthly fee for non-metered slips, leasehold excise tax included

Labor	
Administration	\$80.00/hr
Supervisor	\$70.00/hr
General Labor	\$65.00/hr
Standby	\$65.00/hr

Equipment Use	
Pump (Unlimited use per event)	\$50.00 each
Generator	\$25.00/use
Specialized equipment	Cost plus 10%

Guest Moorage Rate	Minimum \$20.00 per day for all vessels up to 20 ft. in length plus \$0.90 per foot for vessels 21 ft. and over, per day
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Storage	
Mini Storage unit	\$85.00/month (includes 12.84% Leasehold Tax)

## Schedule of Proprietary Type User Charges - Marina Effective 1/1/2018

### MARINA CHARGES

Plaza Moorage	
Rate	\$10.00 per day for all vessels up to 20 ft. in length plus \$0.40 per foot in excess of 21 ft. per day

Other Charges	
Delinquency, Sale & Impound Fee	\$150 plus actual costs incurred by the Port
Charter boats – daily rate	\$1.00 per foot per day

Launch Ramp Charge	
Rate – General Public (recreational)	\$5.00 per launch, free haul
Rate – Annual (recreational)	\$50.00 unlimited launches for one year
Rate – Commercial Operator	\$50.00 per launch or haul
Rate – Annual Commercial Operator	\$200.00 unlimited launches for one year

Marine Fuel Dock	
Rates	Executive Director or designee will set rates based on market conditions taking into consideration local and regional markets, cost of fuel purchased, maximization of sales and rate of return to the Port.

Events	
User Fee	\$50.00 minimum
Reservation Fee	\$50.00 non-refundable (applied to rental fee)
Utility Charge	\$15.00 minimum (4 hour event)
\$30.00 (8 hour event)	\$35.00
Spider Box Rental	\$35.00
Tents – 10'x10'	\$35.00
10'x20'	\$75.00 first tent and \$50.00 each additional tent
Charcoal Barbeque	\$20.00 each
Picnic Tables	\$5.00 each
Banquet Tables	\$5.00 each
Folding Chairs	\$1.00 each
Sign Boards	\$3.00 each
Traffic cones	\$1.00 each

Dry Storage	
Rate	\$85.00 per month or space, tax included
Parking	\$5.00 per day
Labor, Maintenance & Other Service	\$65.00 per labor-hour

# Schedule of Proprietary Type User Charges - Boatworks Effective 1/1/2018

## BOATWORKS CHARGES

Haul out & Launch	
Up to 32 ft. vessel	\$7.90 per ft. per haul & launch
32 – 39 ft. vessel	\$8.70 per ft. per haul & launch
40 – 49 ft. vessel	\$9.45 per ft. per haul & launch
50 – 59 ft. vessel	\$11.15 per ft. per haul & launch
over 59 ft. vessel	\$12.45 per ft. per haul & launch
Above includes hauling, blocking & launching. No lay time charge on the day of haul out. Includes electricity, compressed air, on-site parking, garbage & recycling services while in the yard.	

Environmental Fees	
Fuel/Liquids	
Trip Charge	Cost plus 15%
Special Handling and Disposal	Cost plus 15%

Solid Hazardous Waste	
In-house	\$70.00 per vessel, pressure washed and/or blocked
Contract	Cost plus 15%

Laytime	
First Seven Days	\$0.75 per foot per day
Additional Days	\$1.00 per foot per day

Winter Long Term Storage	
Available October through March	\$7.75 per foot per month as available

One-Way Haul & Launch	(Minimum \$100 charge)
Up to 32 ft. vessel	\$5.55 per ft. per haul
32 – 39 ft. vessel	\$6.10 per ft. per haul
40 – 49 ft. vessel	\$6.95 per ft. per haul
50 – 59 ft. vessel	\$7.70 per ft. per haul
over 60 ft. vessel	\$8.45 per ft. per haul
Additional Time in Slings	\$200.00 per hour or part thereof

Mast Storage	
Daily Rate	\$4.00 per day

Labor Rates	
General Labor	\$65.00 per hour
Forklift	\$100.00 per hour, ½ hour minimum
Crane/Travelift	\$200.00 per hour, ½ hour minimum
Delinquency Fee & Impound Fee	\$150.00 plus actual costs incurred by the Port
Labor, Maintenance & Other Services	\$65.00 per labor-hour

Pressure Wash Bottom	
Rate	\$3.00 per foot
Additional Charge	\$60.00 per hour for time spent removing excessive growth or for special bottom preparation

Waste Handling	
Waste Collection and Disposal	
Dumpster Rental	\$4.00/day
Dumpster Delivery/ Pickup (30 yd)	\$285.00 each
Landfill Cost	\$130.00/ton

Daily Work Dock Moorage	Minimum \$20.00 per day for all vessels up to 20 ft. in length plus \$0.90 per foot for vessels 21 ft. and over, per day
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Monthly Work Dock Moorage	
Up to 32 Ft.	\$7.65 per foot per month
33-39 Ft.	\$8.65 per foot per month
40-49 Ft.	\$9.05 per foot per month
50 Ft.	\$9.35 per foot per month
Over 50 Ft.	\$9.75 per foot per month

## Schedule of Proprietary Type User Charges - Airport Effective 1/1/2018

### AIRPORT CHARGES

#### "Long-Term" Space Rental – amounts include leasehold excise tax

Open Hangar Planeports 40 x 28 ft.	\$218.20 per hangar per month
T-Hangars 40 x 32 ft.	\$280.20 per hangar per month
T-Hangars 45 x 40 ft.	\$405.40 per hangar per month
Executive Hangars 60 x 46 ft.	\$695.20 per hangar per month
Tie-Downs, Large	\$89.15 per tie-down per month
Tie-Downs, Small	\$55.00 per tie-down per month
G-Storage	\$220.00 per space per month

#### Apron Fees – Commercial Aviation/Itinerant

Gross Weight	Daily
0 to 12,000 lbs.	\$5
12,001 to 26,000 lbs.	\$10
26,001 to 54,000 lbs.	\$20
54,001 to 117,000 lbs.	\$30

#### Key and Security Cards

Key Deposit	\$20 (refundable when key returned)
Security Card Deposit	\$20 (refundable when card returned)
Security Card Replacement	20

#### "Short-Term" Space Rental – amounts include leasehold excise tax when appropriate

Open Hangar Planeports	\$10 daily
T-Hangars	\$25 daily
Executive Hangars	\$30 daily

Commercial Aeronautical Activity License	\$265 Minimum plus leasehold excise tax
Aircraft Impound Fee	\$75

#### Fuel Flowage

Rate \$0.07 per gallon plus (LET)	Licensed dealer for FBO line service
Other	Rate \$0.14 per gallon plus (LET)
Fuel Farm Pad License Fee	\$1,060 per year plus tax (LET)

#### Landing Fees

Aircraft 12,500 lbs & greater	\$1.40 per 1,000 pounds maximum certificated landing weight (\$17.50 minimum)
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#### Other Rates

FOD-Boss Rental	\$25 per hour
Lift truck	\$60 per hour – one half hour minimum
Landside Aircraft Launch Fee	\$10 per day
Vehicle Parking Fee	\$3.75 per day

## Schedule of Proprietary Type User Charges - Marine Terminal Effective 1/1/2018

### MARINE TERMINAL CHARGES

Basic Rate	Port of Olympia Marine Terminal Tariff as published on the 31st of December, 2005 or as amended
Other Rates	As negotiated with terminal customers

## Schedule of Proprietary Type User Charges - Properties Effective 1/1/2018

### PROPERTY LEASE CHARGES

Rents*	
Ground Rent – Airport Land-Aeronautical	\$0.29 per square foot per year
Ground Rent – Airport Land-Non-Aeronautical	Port Policy 1101 / Appraisal
Ground Rent - Port Properties	Port Policy 1101 / Appraisal
Ground Rent - Special Event, Temporary	Minimum \$250 per day
Space Rent	Port Policy 1101 / Appraisal
Port Plaza Rental Charges	Non-Profit Organization -- \$50 per day
	Other -- \$100 per day
	Deposit -- \$250 required

Surety Requirements	
Lease, over one year**	One year rent plus leasehold excise tax
Lease, one year or less**	Three months rent plus leasehold excise tax

Service & Other Charges	
Labor, Maintenance & Other Services	\$70.00 per hour (2 hour minimum)
Holdover / CAM / Late Charges	Per lease agreement
Insurance	100% allocated premiums to Port
Lease Reinstatement	\$300
Lease Modification	\$300
Fees & Taxes	100% imposed by other jurisdictions
Audit Fees	100% pass through of costs
Payments by Port for Tenant	100% pass through of costs
Interest Charges	Per lease agreement or 18% per annum
SEPA Appeal Fee	\$750

\* All leases, other than those with tax exempt entities, are subject to leasehold excise tax.

\*\* Surety waived for government/public agencies.

## Schedule of Proprietary Type User Charges Effective 1/1/2018

### FOREIGN TRADE ZONE, PORT EDC, AND ADMINISTRATIVE FEES

Foreign Trade Zone Charges	
Rates	In accordance with the Port of Olympia published tariff for the South Puget Sound Foreign Trade Zone (FTZ #216) in compliance with the Department of Commerce Foreign Trade Zones Board and effective as amended

Port of Olympia Economic Development Corporation Fees	
Application for Industrial Revenue	\$750
On Bond Issuance	¼ of 1% of the principal amount of the bond issue

Administrative Fees	
Copies, paper	\$0.15 page
Copies, scanned	\$0.10 per page
Electronic files	\$0.05 per 4 files
Electronic files	\$0.10 per gig of records
8GB USB Flash Drive	\$7.00
16GB USB Flash Drive	\$11.00
CD's	\$2.50
DVD's	\$10.00
8½x11 Color	\$0.50
11x17 Color	\$1.00
Other Documents	100% Cost

The Port will waive charges under \$2.00. Fees will not be waived if multiple requests are made by the same requestor regarding the same topic within a reasonable period of time for the intent to qualify for the waiver.

## Appendix C - Memberships

	2017 Budget	2018 Budget
Commission	\$ 68,668	\$ 71,725
Foreign-Trade Zone	50	50
Intercity Transit - Amtrak Station	3,500	3,500
Lacey Chamber of Commerce	820	820
Olympia Downtown Association	200	300
Roundtable of Thurston County	150	150
Thurston County Chamber of Commerce	750	750
Thurston Regional Planning Council	38,240	38,240
Tumwater Chamber of Commerce	530	530
Tumwater Downtown Association	150	0
Visitors & Convention Bureau	200	200
Washington Council for International Trade	250	250
Washington Public Ports Association	22,228	25,335
Yelm Area Chamber of Commerce	600	600
Washington State Dept. of Enterprise Services (purchasing coop)	1,000	1,000
FTZ	1,800	1,800
National Association of Foreign-Trade Zones (FTZ)	1,800	1,800
Marine Terminal	1,628	1,366
Northwest Marine Terminal	1,350	1,216
Association of US Army Oly/Tumwater	278	150
<b>Grand Total</b>	<b>\$ 72,096</b>	<b>\$ 74,891</b>



## Appendix D - Promotional Hosting

RCW 53.36.140: Port commissions shall adopt, in writing, rules and regulations governing promotional hosting expenditures by port employees or agents. Such rules shall identify officials and agents authorized to make such expenditures and the approved objectives of such spending, which are part of Policy number 604. Port commissioners shall not personally make such expenditures, or seek reimbursement therefore, except where specific authorization of such expenditures has been approved by the port commission. All payments and reimbursements shall be identified and supported appropriately.

RCW 53.36.130: Promotional Hosting - Source and Amount of Funds- Only from Gross Operating revenues and shall not exceed one percent thereof upon the first \$2,500,000 of such gross operating revenues, one-half of one percent upon the next \$2,500,000 of such operating gross revenues, and 1/4 of one percent on the excess over \$5,000,000 of such operating revenues.

Calculations of an estimated promotional hosting limit for the budget year 2018 (2016 audited revenues as of 12/31/16 are used.):

<b>Total Gross Operating Revenues</b>	<b>\$10,889,184</b>
1% of the 1st \$2,500,000	\$ 25,000
1/2 of 1% of 2nd \$2,500,000	12,500
1/4 of 1% of excess over \$5,000,000	14,723
<b>Promotional Hosting Limit</b>	<b>\$ 52,223</b>

RCW 53.36.120: Under the authority of Article VIII, section 8, of the state Constitution, port district expenditures for industrial development, trade promotion or promotional hosting shall be pursuant to specific budget items as approved by the port commission at the annual public hearings on the port district budget.

<b>Department</b>	<b>2018 Budget</b>
Swantown	\$ 300
Marine Terminal	\$ 3,000
Properties	\$ 100
Executive	\$ 2,500
<b>Total Budgeted</b>	<b>\$ 5,900</b>

Port of Olympia  
 Draft 2018 Capital Investment Plan  
 by Line of Business  
 10/17/2017

Type	Line of Business	Data					
		'2018	'2019	'2020	'2021	'2022	Sum of Total
<b>Carry Forward</b>	Admin/IT	\$ 80,762	\$ -	\$ -	\$ -	\$ -	\$ 80,762
	Environmental	\$ 436,977	\$ 194,360	\$ 204,000	\$ 204,000	\$ 123,533	\$ 1,162,871
	Marina	\$ 5,796	\$ -	\$ -	\$ -	\$ -	\$ 5,796
	Marine Terminal	\$ 1,798,820	\$ -	\$ -	\$ -	\$ -	\$ 1,798,820
	NMIC	\$ 192,501	\$ -	\$ -	\$ -	\$ -	\$ 192,501
<b>Carry Forward Total</b>		<b>\$ 2,514,856</b>	<b>\$ 194,360</b>	<b>\$ 204,000</b>	<b>\$ 204,000</b>	<b>\$ 123,533</b>	<b>\$ 3,240,750</b>
<b>Planned</b>	Airport	\$ 25,000	\$ 257,168	\$ 4,737,832	\$ 5,500,000	\$ -	\$ 10,520,000
	Environmental	\$ 612,167	\$ 550,633	\$ 760,800	\$ 1,412,004	\$ 361,996	\$ 3,697,600
	Marina	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000
	Other Properties	\$ 12,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 162,000
<b>Planned Total</b>		<b>\$ 714,167</b>	<b>\$ 957,801</b>	<b>\$ 5,498,632</b>	<b>\$ 6,912,004</b>	<b>\$ 361,996</b>	<b>\$ 14,444,600</b>
<b>Grand Total</b>		<b>\$ 3,229,023</b>	<b>\$ 1,152,161</b>	<b>\$ 5,702,632</b>	<b>\$ 7,116,004</b>	<b>\$ 485,529</b>	<b>\$ 17,685,350</b>

Port of Olympia  
Draft 2018 Capital Investment Plan  
by Line of Business  
10/17/2017

Type	Line of Business	Project #	Name	Project Summary Page #	Data					
					'2018	'2019	'2020	'2021	'2022	'Total
Carry Forward	Admin/IT	IT1401	IT Hardware Upgrades (Network Storage)	4	\$ 46,905	\$ -	\$ -	\$ -	\$ -	\$ 46,905
		IT1501	Financial Software Improvements	5	\$ 33,856	\$ -	\$ -	\$ -	\$ -	\$ 33,856
		<b>Admin/IT Total</b>			<b>\$ 80,762</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,762</b>
	Environmental	ENV1303	East Bay Cleanup	6	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
		ENV1401	Budd Inlet Environmental Cleanup	7	\$ 250,000	\$ 194,360	\$ 204,000	\$ 204,000	\$ 123,533	\$ 975,893
		ENV1503	Underground Storage Tank Cleanup - Pearson Air	8	\$ 25,060	\$ -	\$ -	\$ -	\$ -	\$ 25,060
		ENV1601	Habitat Conservation Plan	9	\$ 121,917	\$ -	\$ -	\$ -	\$ -	\$ 121,917
		<b>Environmental Total</b>			<b>\$ 436,977</b>	<b>\$ 194,360</b>	<b>\$ 204,000</b>	<b>\$ 204,000</b>	<b>\$ 123,533</b>	<b>\$ 1,162,871</b>
	Marina	MB1703	Marina Security Cameras - 2017	10	\$ 5,796	\$ -	\$ -	\$ -	\$ -	\$ 5,796
		<b>Marina Total</b>			<b>\$ 5,796</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,796</b>
	Marine Terminal	MT1702	Log Loaders - New Equipment	11	\$ 1,798,820	\$ -	\$ -	\$ -	\$ -	\$ 1,798,820
		<b>Marine Terminal Total</b>			<b>\$ 1,798,820</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,798,820</b>
	NMIC	PR1304	New Market Industrial Campus Master Plan	12	\$ 192,501	\$ -	\$ -	\$ -	\$ -	\$ 192,501
	<b>NMIC Total</b>			<b>\$ 192,501</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 192,501</b>	
<b>Carry Forward Total</b>					<b>\$ 2,514,856</b>	<b>\$ 194,360</b>	<b>\$ 204,000</b>	<b>\$ 204,000</b>	<b>\$ 123,533</b>	<b>\$ 3,240,750</b>
Planned	Airport	ZPL1403	Service Road Rehabilitation - Design (2018 Budget Document)	N/A	\$ -	\$ -	\$ 335,000	\$ -	\$ -	\$ 335,000
		ZPL1404	Service Road Rehabilitation - Construction (2018 Budget Document)	N/A	\$ -	\$ -	\$ -	\$ 2,500,000	\$ -	\$ 2,500,000
		ZPL1413	Overlay Runway 8/26 & Reduce Width (2018 Budget Document)	N/A	\$ -	\$ -	\$ 1,625,000	\$ -	\$ -	\$ 1,625,000
		ZPL1418	Taxiway A - Rehabilitation (2018 Budget Document)	N/A	\$ -	\$ 207,168	\$ 942,832	\$ -	\$ -	\$ 1,150,000
		ZPL1420			\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
		ZPL1421	Terminal Ramp Overlay (2018 Budget Document)	N/A	\$ -	\$ -	\$ 1,100,000	\$ -	\$ -	\$ 1,100,000
		ZPL1422	Property Acquisition - Runway 35 RPZ (2018 Budget Document)	N/A	\$ -	\$ -	\$ 235,000	\$ -	\$ -	\$ 235,000
		ZPL1423	Fuel Farm Access Road Overlay (2018 Budget Document)	N/A	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
		ZPL1424	Runway 26 Easement & Obstruction Removal (2018 Budget Document)	N/A	\$ -	\$ -	\$ 180,000	\$ -	\$ -	\$ 180,000
		ZPL1606	Taxiway G Rehab Design (2018 Budget Document)	N/A	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ 170,000
		ZPL1607	Taxiway G Construction (2018 Budget Document)	N/A	\$ -	\$ -	\$ -	\$ 2,640,000	\$ -	\$ 2,640,000
		ZPL1615	Taxiway E Lighting Installation (2018 Budget Document)	N/A	\$ -	\$ -	\$ -	\$ 360,000	\$ -	\$ 360,000
		ZPL1804	7600 Terminal St - Hangar Doors (2018 Budget Document)	13	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
		<b>Airport Total</b>			<b>\$ 25,000</b>	<b>\$ 257,168</b>	<b>\$ 4,737,832</b>	<b>\$ 5,500,000</b>	<b>\$ -</b>	<b>\$ 10,520,000</b>
	Environmental	ENV1401	Budd Inlet Environmental Cleanup (2018 Budget Document)	7	\$ -	\$ 412,800	\$ 760,800	\$ 1,412,004	\$ 361,996	\$ 2,947,600
		ENV1503	Underground Storage Tank Cleanup - Pearson Air (2018 Budget Document)	8	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
		ZPL1807	Storm Pond Rehabilitations (2018 Budget Document)	14	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
		ZPL1808	East Bay CAP Amendments (2018 Budget Document)	16	\$ 87,500	\$ 87,500	\$ -	\$ -	\$ -	\$ 175,000
		ZPL1809	Cascade Pole Site Improvements (2018 Budget Document)	16	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
		ZPL1810	Stormwater Treatment Facility Improvements (2018 Budget Document)	17	\$ 99,667	\$ 50,333	\$ -	\$ -	\$ -	\$ 150,000
	<b>Environmental Total</b>			<b>\$ 612,167</b>	<b>\$ 550,633</b>	<b>\$ 760,800</b>	<b>\$ 1,412,004</b>	<b>\$ 361,996</b>	<b>\$ 3,697,600</b>	
Marina	ZPL1802	Harbor Patrol Vessel - Engine Replacement (2018 Budget Document)	18	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000	
	<b>Marina Total</b>			<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,000</b>	
Other Properties	ZPL1813	7205 Old Hwy 99 SW - HVAC & Roof Replacement (2018 Budget Document)	N/A	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	
	ZPL1815	724 State Ave NW - Roof Repairs (2018 Budget Document)	19	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000	
	<b>Other Properties Total</b>			<b>\$ 12,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 162,000</b>	
<b>Planned Total</b>					<b>\$ 714,167</b>	<b>\$ 957,801</b>	<b>\$ 5,498,632</b>	<b>\$ 6,912,004</b>	<b>\$ 361,996</b>	<b>\$ 14,444,600</b>
<b>Grand Total</b>					<b>\$ 3,229,023</b>	<b>\$ 1,152,161</b>	<b>\$ 5,702,632</b>	<b>\$ 7,116,004</b>	<b>\$ 485,529</b>	<b>\$ 17,685,350</b>

Port of Olympia  
 Draft 2018 Capital Investment Plan  
 Funding Status  
 10/17/2017

Sum of Funding Amount		Project Summary	Funding Source				Grand Total
Project #	Name		2016 G.O.Bond	Grant	MTCA Grant	General Fund	
ENV1303	East Bay Cleanup	6			\$ 40,000	\$ 40,000	
ENV1401	Budd Inlet Environmental Cleanup	7			\$ 125,000	\$ 125,000	
	Budd Inlet Environmental Cleanup (2018 Budget Document)	7	\$ 125,000			\$ 125,000	
ENV1503	Underground Storage Tank Cleanup - Pearson Air	8				\$ 25,060	
	Underground Storage Tank Cleanup - Pearson Air (2018 Budget Document)	8				\$ 75,000	
ENV1601	Habitat Conservation Plan	9		\$ 121,917		\$ 121,917	
IT1401	IT Hardware Upgrades (Network Storage)	4			\$ 46,905	\$ 46,905	
IT1501	Financial Software Improvements	5			\$ 33,856	\$ 33,856	
PR1304	New Market Industrial Campus Master Plan	12	\$ 192,501			\$ 192,501	
MB1703	Marina Security Cameras - 2017	10			\$ 5,796	\$ 5,796	
MT1702	Log Loaders - New Equipment	11			\$ 1,798,820	\$ 1,798,820	
ZPL1802	Harbor Patrol Vessel - Engine Replacement (2018 Budget Document)	18		\$ 41,000	\$ 24,000	\$ 65,000	
ZPL1804	7600 Terminal St - Hangar Doors (2018 Budget Document)	13			\$ 25,000	\$ 25,000	
ZPL1807	Storm Pond Rehabilitations (2018 Budget Document)	14			\$ 175,000	\$ 175,000	
ZPL1808	East Bay CAP Amendments (2018 Budget Document)	16			\$ 87,500	\$ 87,500	
ZPL1809	Cascade Pole Site Improvements (2018 Budget Document)	16			\$ 175,000	\$ 175,000	
ZPL1810	Stormwater Treatment Facility Improvements (2018 Budget Document)	17			\$ 99,667	\$ 99,667	
ZPL1815	724 State Ave NW - Roof Repairs (2018 Budget Document)	19			\$ 12,000	\$ 12,000	
<b>Grand Total</b>			<b>\$ 317,501</b>	<b>\$ 162,917</b>	<b>\$ 165,000</b>	<b>\$ 2,583,604</b>	
					<b>\$ 2,583,604</b>	<b>\$ 3,229,022</b>	

## Project Summary Sheet

Project Name: IT Hardware Upgrades (Network Storage)  
Line of Business: Admin/IT  
Project #: IT1401

### **PROJECT SUMMARY**

#### **Scope of Work**

The purpose of this project is to provide upgrades and maintenance to the Port's computer network storage capabilities. Currently, the Port's computer network is nearing it's capacity with outdated hardware and this project intends to rectify the condition by purchasing and installing new hardware.

#### **Pros**

This project will:

- + Maintain existing equipment.
- + Provide enhancement to system network.

#### **Cons**

There are no adverse issues associated with this project.

#### **Potential Environmental Impacts**

There are no environmental impacts associated with this project.

#### **Public Opinion/Participation**

No public participation is required for this project.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$90,000  
Priority Category: PL  
Start Date: 01/01/2014  
Multi-Year Project? Yes  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: Financial Software Improvements  
Line of Business: Admin/IT  
Project #: IT1501

### **PROJECT SUMMARY**

#### **Scope of Work**

The project institutes improvements to the Port's financial software reporting, processes and document handling.

#### **Pros**

This project will:

- + Use staff time more efficiently.
- + Make better use of the software that the Port owns.
- + Reduce the need for additional financial staff.

#### **Cons**

The negative issues with this project include:

- + Uses administrative funds for project support.

#### **Potential Environmental Impacts**

There are no environmental impacts associated with this project.

#### **Public Opinion/Participation**

No Public Participation is required for this project.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$35,000  
Priority Category: PL  
Start Date: 05/01/2015  
Multi-Year Project? Yes  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: East Bay Cleanup  
Line of Business: Environmental  
Project #: ENV1303

### **PROJECT SUMMARY**

#### **Scope of Work**

The work proposed for 2017 is the remaining cleanup of parcels that make up the East Bay Redevelopment Site in downtown Olympia. The work will get the properties cleaned up and ready for redevelopment.

#### **Pros**

This project will:

- + Complete the cleanup of the last parcels remaining to be addressed within the East Bay Redevelopment Site.
- + Leave clean properties that are safe for the public and ready for redevelopment.

#### **Cons**

#### **Potential Environmental Impacts**

The likely environmental impact will be positive - the cleanup will remove legacy contamination from historical industrial operations and leave the properties more protective of human health and the surrounding environment.

#### **Public Opinion/Participation**

The public has had the opportunity to comment on prior phases of cleanup, and will have an opportunity to comment on the cleanup plans for the remaining parcels when the plans are finalized by the Department of Ecology.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$1,952,094  
Priority Category: PL  
Start Date: 01/01/2013  
Multi-Year Project? Yes  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: Budd Inlet Environmental Cleanup  
Line of Business: Environmental  
Project #: ENV1401

### **PROJECT SUMMARY**

#### **Scope of Work**

The purpose of this project is to evaluate and cleanup the sediments throughout Budd Inlet, including both the East Bay and West Bay. Under a separate project, the evaluations regarding the extent and classification of sediment is being completed. This project will require several funding partners, including the City of Olympia, Washington Department of Ecology, and various industries.

#### **Pros**

This project will:

- + Cleanup the sediments throughout Budd Inlet (East Bay & West Bay)
- + Require several entities to participate in the project

#### **Cons**

The adverse issues with this project, should a full cleanup be required, include:

- + Extremely costly
- + Require cooperation between attributed parties

#### **Potential Environmental Impacts**

Overall, this project will provide positive environmental impacts by removing and/or mitigating contaminated sediments found in West & East Bay in Budd Inlet.

#### **Public Opinion/Participation**

It is anticipated that a significant public participation process will ensue with the project. Overall, the environmental benefits associated with the project will elicit positive public support.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$4,000,000  
Priority Category: PL  
Start Date: 01/01/2014  
Multi-Year Project? Yes



## Project Summary Sheet

Project Name:                    Underground Storage Tank Cleanup - Pearson Air  
Line of Business:               Environmental  
Project #:                        ENV1503

### **PROJECT SUMMARY**

#### **Scope of Work**

Collect direct-push soil samples at five locations at two depth intervals to verify that no remaining soil exceeds the MTCA direct contact criteria. Collect groundwater samples at two existing monitoring wells and two direct-push locations to verify that groundwater has not been contaminated by leaching from soil.

#### **Pros**

Environmental cleanup

#### **Cons**

NA

#### **Potential Environmental Impacts**

Cleanup of site

#### **Public Opinion/Participation**

None anticipated

### **FINANCIAL SUMMARY**

Project Cost Est.:       \$157,149  
Priority Category:       PL  
Start Date:               01/01/2015  
Multi-Year Project?    Yes  
Funding Source:         2018 CIP

## Project Summary Sheet

Project Name: Habitat Conservation Plan  
Line of Business: Environmental  
Project #: ENV1601

### **PROJECT SUMMARY**

#### **Scope of Work**

The Port of Olympia will work in collaboration with the City of Tumwater, the US Fish and Wildlife Service, the Washington State Department of Fish and Wildlife Service and other entities to develop a Habitat Conservation Plan compliant with the Endangered Species Act.

Deliverables include:

- + Species Evaluation Memorandum
- + Area and Term Memorandum
- + Covered Activities Evaluation Memorandum
- + Conservation Strategy Memorandum.
- + A Species Evaluation Memorandum will be prepared.

#### **Pros**

Total Project Cost estimated at \$750,000, with Port share only being \$225,000 over 3 years.

#### **Cons**

#### **Potential Environmental Impacts**

#### **Public Opinion/Participation**

### **FINANCIAL SUMMARY**

Project Cost Est.: \$225,000  
Priority Category: PL  
Start Date: 10/25/2016  
Multi-Year Project? Yes  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: Marina Security Cameras - 2017  
Line of Business: Marina  
Project #: MB1703

### **PROJECT SUMMARY**

#### **Scope of Work**

The purpose of this project is to continue enhancing the Swantown Marina Security Program. The work will include installing additional cameras, allowing the Port to monitor currently "dark" areas. The monitoring system has proven itself beneficial over time.

#### **Pros**

This project will improve marina security, tenant security, and public safety at Swantown Marina.

#### **Cons**

There are no downsides to this project.

#### **Potential Environmental Impacts**

No environmental impacts are created by this project.

#### **Public Opinion/Participation**

Port marina tenants are very supportive of this project, particularly since it improves security and safety.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$10,000  
Priority Category: PL  
Start Date: 01/01/2017  
Multi-Year Project? No  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: Log Loaders - New Equipment  
Line of Business: Marine Terminal  
Project #: MT1702

### **PROJECT SUMMARY**

#### **Scope of Work**

The purpose of this project is to replace existing, aging, log loaders. As the purchase is developed, various financial options for funding the purchase will be explored.

#### **Pros**

The project will:

+ Replace and/or enhance existing revenue-generating equipment.

#### **Cons**

Other than cost, there are no adverse issues with the purchase.

#### **Potential Environmental Impacts**

The new log loaders, once researched thoroughly, may be more environmentally friendly than existing equipment.

#### **Public Opinion/Participation**

No public participation, or adverse public opinion, is anticipated for this project.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$1,800,000  
Priority Category: PL  
Start Date: 01/01/2017  
Multi-Year Project? No  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: New Market Industrial Campus Master Plan  
Line of Business: NMIC  
Project #: PR1304

### **PROJECT SUMMARY**

#### **Scope of Work**

The purpose of the Master Plan is to develop a comprehensive look at determining the best, and most viable usage for the Port's Tumwater properties. The Plan will evaluate all facets of the region including environmental, land use, transportation, and potential development. The Plan will also incorporate a significant Public Participation process to guide the efforts.

#### **Pros**

The major benefit for developing a Master Plan is that a focused, predictable, and comprehensive approach will be developed for the Tumwater properties.

#### **Cons**

The most significant drawback for developing the Plan is the length of time necessary for Plan completion.

#### **Potential Environmental Impacts**

All potential environmental impacts will be addressed as part of the master planning effort.

#### **Public Opinion/Participation**

A significant Public Participation process was developed and implemented for the master planning effort.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$960,000  
Priority Category: PL  
Start Date: 01/03/2013  
Multi-Year Project? Yes  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: 7600 Terminal St - Hangar Doors  
Line of Business: Airport  
Project #: ZPL1804

### **PROJECT SUMMARY**

#### **Scope of Work**

The existing hangar doors and actuators require replacing on this revenue-generating building. Over the past year, repairs have been made but an assessment shows that replacement is necessary.

#### **Pros**

This project will maintain a revenue generating asset for the Port.

#### **Cons**

None.

#### **Potential Environmental Impacts**

None.

#### **Public Opinion/Participation**

None required.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$25,000  
Priority Category: PL  
Start Date: 02/01/2018  
Multi-Year Project? No  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: Storm Pond Rehabilitations  
Line of Business: Environmental  
Project #: ZPL1807

### **PROJECT SUMMARY**

#### **Scope of Work**

Project includes rehabilitation of 3 stormwater ponds; Marine Drive, Marine Terminal, Airport.

Rehabilitation includes:

- + Removing accumulated sediment
- + Removing accumulated vegetation
- + Reestablishing intended functionality of facility

#### **Pros**

The benefits of the project include:

- + Functionality of each facility is restored
- + Stormwater permit compliance is maintained
- + Deferred maintenance is performed

#### **Cons**

None.

#### **Potential Environmental Impacts**

Since compliance with environmental permits is maintained, environmental impact is positive.

#### **Public Opinion/Participation**

None required.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$175,000  
Priority Category: PL  
Start Date: 01/01/2018  
Multi-Year Project? No  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: East Bay CAP Amendments  
Line of Business: Environmental  
Project #: ZPL1808

### **PROJECT SUMMARY**

#### **Scope of Work**

The Washington State Department of Ecology requires that a Cleanup Action Plan (CAP) amendment be submitted every time a new action take place on the remediated East Bay parcels.

#### **Pros**

This is requisite work to any action that is planned to occur on the East Bay parcels. In order to build out what is visioned in the CSHI for the East Bay District, an Ecology approved CAP amendment is required.

#### **Cons**

None.

#### **Potential Environmental Impacts**

The CAP amendments ensure the protection of human and environmental health throughout the development of the East Bay District parcels.

#### **Public Opinion/Participation**

CAP Amendments will require a public comment period, led by Ecology.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$175,000  
Priority Category: PL  
Start Date: 01/01/2018  
Multi-Year Project? Yes  
Funding Source: 2018 CIP



## Project Summary Sheet

Project Name: Cascade Pole Site Improvements  
Line of Business: Environmental  
Project #: ZPL1809

### **PROJECT SUMMARY**

#### **Scope of Work**

The Cascade Pole site is in need of maintenance improvements to ensure it operates in compliance with all applicable permits. These improvements include:

- + Wellhead maintenance (only 5 of the 12 extraction wells are currently operational).
- + Extraction system repairs.

#### **Pros**

We are required to operate the Cascade Pole groundwater treatment system that meets permitted benchmarks. The Port's ability to maintain compliance is compromised unless significant maintenance and repairs are made to the system.

#### **Cons**

None.

#### **Potential Environmental Impacts**

This project will ensure site compliance with current environmental permits.

#### **Public Opinion/Participation**

None required.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$175,000  
Priority Category: PL  
Start Date: 01/01/2018  
Multi-Year Project? No  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: Stormwater Treatment Facility Improvements  
Line of Business: Environmental  
Project #: ZPL1810

### **PROJECT SUMMARY**

#### **Scope of Work**

Improvements and repairs are needed for the Stormwater Treatment Facility located on the Marine Terminal to ensure compliance with our ISGP and adequate functioning of the system.

These improvements include:

- + Adding a trash pump and piping
- + Enhancing the lime pump to auto batch
- + Redesigning the sludge pump and manifold
- + Adding a sand filter bypass
- + Purchasing and installing sediment pond agitators
- + Completing the restroom in the building

#### **Pros**

The actions outlined in the scope of work will ensure the SWTF functions correctly and is best set-up to meet requirements set forth in the ISGP.

#### **Cons**

None

#### **Potential Environmental Impacts**

Environmental impacts are positive as this will more fully ensure the SWTF is functioning in a manner that supports on-going compliance with our Industrial Permit.

#### **Public Opinion/Participation**

None required.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$150,000  
Priority Category: PL  
Start Date: 01/01/2018  
Multi-Year Project? Yes  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: Harbor Patrol Vessel - Engine Replacement  
Line of Business: Marina  
Project #: ZPL1802

### **PROJECT SUMMARY**

#### **Scope of Work**

Replace the engine and outboard drive in the Harbor Patrol vessel as the equipment has outlived its useful life and requires significant maintenance.

#### **Pros**

This project will provide a reliable Harbor Patrol vessel.

#### **Cons**

None.

#### **Potential Environmental Impacts**

None.

#### **Public Opinion/Participation**

None required.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$65,000  
Priority Category: PL  
Start Date: 01/01/2018  
Multi-Year Project? No  
Funding Source: 2018 CIP

## Project Summary Sheet

Project Name: 724 State Ave NW - Roof Repairs  
Line of Business: Other Properties  
Project #: ZPL1815

### **PROJECT SUMMARY**

#### **Scope of Work**

This project will provide significant roof repairs to the fuel station on State Avenue. Over the past several years, many minor, temporary repairs have been completed but the roof needs major repairs.

#### **Pros**

This project will maintain the revenue-generating facility.

#### **Cons**

None.

#### **Potential Environmental Impacts**

None

#### **Public Opinion/Participation**

None required.

### **FINANCIAL SUMMARY**

Project Cost Est.: \$12,000  
Priority Category: PL  
Start Date: 05/01/2018  
Multi-Year Project? No  
Funding Source: 2018 CIP