



Proposed Budget
Fiscal Year 2021-2022

Budget Committee Members

Citizen Budget Committee Members:

Donna Mohr

Myra Walker

Diana Reedy Vanwinkle

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Commission Committee Members:

Jess Groves

Brad Lorang

Joeinne Caldwell

John Stipan

Dean Bump

Port of Cascade Locks

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Budget Message by GM Kaganova, Budget Officer

Port Priorities 2021-2022

As nearly all other businesses, the Port navigated a challenging economic terrain during 2020 and 2021. Though experts agree that we are on the path to recovery and return to more “normal” operations, the timeline is not certain.

Bridge remains the Port’s number one priority, as the largest revenue stream for the Port, as well as because of its vital role in the regional transportation. Painting and rust removal, especially around gusset plates is the most critical to accomplish this year. Additionally, early notification signs, OR approach sealing, signage and shed rehabilitation are included.

Other priorities include continuing to develop the Business park, the Harvey Road property, acquisition of SDS property, and supporting local business through business engagement and development efforts.

In the Marine Park, priorities included safety repairs, maintenance, rebuilding of the stage, and porch repair on House 1.

This budget includes some positions that the Port did not fund last year. Of the five unfunded positions, the Port funded the Event Coordinator position for a portion of the 2020-2021 year. This position’s compensation structure now includes set wage and commissions on events held. Other positions are reflected in this year budget or have been restructured to better reflect Port’s operational realities and include Clerk, Operations Manager and 2 seasonal Maintenance Workers. Additionally, note that Security Officer position was created during the last fiscal year to monitor the paid parking program and port properties. Of note also in Personnel expenses, is a 3% increase of employer portion of the Public Employee Retirement System (PERS), bringing port rates to 10.43%-14.04%, depending on employee “tier” established by the PERS; and increased rates in Unemployment Insurance. Finally, the budget includes a proposed 3% salary increase across all positions.

In community development, the Port intends to sponsor an annual community picnic, lighting ceremony, fireworks, and other community activities. Fireworks donations are budgeted to cover the cost of the show, while the Port contributes personnel, facilities, and other services to the event. Additionally, the budget proposes a community grant program to help support the efforts of the museum and other important community programs.

Revenue streams

The Port has two major revenue streams: revenue from bridge tolling and revenues from commercial properties. In addition to the two streams, the Port has other revenue sources including, AWI (sternwheeler operator), events, campground, marina, property taxes, and other. The additional streams are to be considered more minor, however, to the extent that the Port can develop those

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streams into viable and sustainable enterprise activities, they are important to the overall diversification of revenues and good utilization of assets.

Paid Parking was implemented in the Marine Park in the last year. It is expected to partially fund Marine Park related expenses and monitoring of the properties. This program utilizes an electronic payment system to process fees through an app or over an automated phone system. The Port also added a cash payment option during the last fiscal year to accommodate park visitors with no access to a credit card.

Investment Activities

The Port holds a 10% note on Gorges Brewing property. The Port holds its reserves in the investment pool, generating variable interest, generally varying between .06% and 2.5%. During the economic recovery, it is projected to generate around 1.2%.

Debt Management

The Port acquired an additional loan of \$6.6mil last year for the purposes of constructing Flex 6 building. The project is expected to come in under budget. A component of the loan is a reserve fund of 12 months' worth of loan payments to be kept in the reserve fund.

In 2019, \$2.4mil appropriated by the Oregon legislature to the Port of Cascade for infrastructure development in the Business Park. Upon disbursement, \$492,500 were to be immediately relinquished to Business Oregon as pay down on Flex 5 loan. Due to lack of sales of lottery bonds, the appropriations were not disbursed. During the last fiscal year, the Port has been working with its local legislators to re-appropriate the funds.

As a debt management strategy, Flex 5 loan, being in its earliest stages and one of the highest loans interest-wise, should be paid down as much as possible. The Port is in the process of re-financing this loan. Additionally, current tenant in Flex 5 is ready to expand, adding another \$1mil to the loan. Refinancing with a better rate will provide benefits to the Port and the tenant.

Also, note that roughly \$206,000 in debt services due to Business Oregon during the 2021-2022 fiscal year was collected in revenues during the year 2020-2021. This results in an overall reduction in balance in Commercial Properties, which without the accumulated interest would equal to \$97,000.

Finally, as a matter of policy, any contributions to Tenant Improvements as passed on to the tenant either in lease rate or as a separate amortized payment, typically with a 3% interest.

Funds and Activities

There are three Funds: General Fund, Development Fund, and Reserve Fund.

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General Fund contains all revenue generating activities and property taxes, as well as all related expenses. The Development Fund includes loan proceeds and grants for development purposes, as well as related expenses. Finally, the Reserve Fund contains three reserve pools: 1) Bridge reserves – resources and expenditures allocated for future bridge maintenance and preservation activities, 2) Vehicle and Equipment Reserve – resources allocated for future vehicle and equipment purchases, and 3) Debt Service Reserve – specifically, this is a requirement of Flex 6 loan, as referenced above.

GENERAL FUND: General Operations

General Operations includes the administration, operation of the Marina, Campground, Park, Commission, Sternwheeler, and all other miscellaneous activity. There are 12 staff, who perform a variety of functions, such as executive, administrative, maintenance, and other. Main services to support the Port's mission of economic development are legal, engineering, economic development and government relations consulting and others.

GENERAL FUND: Bridge and Tolling

Significant improvements to the tolling operation were completed in 2019. Continuing to keep up with those investments and the service fee to the Port of Hood River, in accordance with the backroom agreement, are reflected. There are 2 Full Time and 6 Part Time Toll Collectors and a Supervisor, making up the staffing for the bridge operation. A significant portion of the Operation Manager will be dedicated to managing bridge related projects and issues, including those associated with the maintenance and preservation plan.

The Bridge preservation is an ongoing effort, in which the Port engages in order to keep the bridge in good repair and with current weight limitations and to ensure its longevity. During 2021-2022, it is important to address the gusset plates and repainting on the bridge. This is reflected in the painting contract in Capital expenses.

The Port entered into a contract with Port of Hood River for the purposes of the sharing the “back office” to automated tolling. This carries a per transaction fee of \$.13. This fee will remain at \$.13 per crossing for BreezeBy transactions for the 2021-2022 fiscal year and is expected to stay the same for the following year as well. The Port passes on the fee to the customer through an additional \$.25 per BreezeBy crossing toll.

GENERAL FUND: Commercial Properties

Port owns four flexible space buildings (Flex buildings) in the Herman Creek Complex and two in the Business Park.

Port's Flex building leases are currently occupied or in the process of being occupied. By June of 2021, Flex 6 should be ready for occupancy, which will cause vacancies in 3 smaller Flex buildings in the

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Herman Creek complex. Currently, two tenants are ready to occupy the vacant portions of Flex 2 and Flex 4. Other interest is being considered. The vacant properties are listed and advertised. Recruiting businesses for those properties is a priority in order to minimize the vacancy rate. A commercial property lease analysis was done to determine the appropriate rate for those properties.

DEVELOPMENT FUND

The Port established the Development Fund to budget for specific development activities funded by property sales, grants, and other special funding sources. Despite the shortfall unfortunately created by the Coronavirus, the Commission and staff are committed to keeping up the great economic development momentum the Port created in the last few years. Last year, the Port worked on two major developments – a 40,000 sq ft building in the Business Park and parking lot on Moody Road.

The Port has been working on the Moody Road development in accord with the Forest Service's project to extend and connect existing trail and add mountain biking to the uses, making the 13-mile trail multi-use. The Port plans to create a paid gated parking lot for hikers and bikers. This will cause pedestrians to avoid crossing the Toll House Road to use the trailhead restrooms and increase safety.

The Port is interested in obtaining the SDS property, a 16ac lot in Business Park, adjacent to Flex 5 lot and currently undeveloped lots in East Business Park. Oregon legislators committed to helping the Port acquire the property.

Pending appropriation purpose restrictions and current re-finance effort on Flex 5 loan, the balance in this fund may be used to pay down a loan, further develop Port infrastructure, or other development activities. These expenditures are not identified in this budget. Depending on the timing of disbursement of the funds and activities for which it may be used, the committee may be invited back mid-year to discuss appropriation of the funds.

RESERVE FUND

The reserve fund combines three categories of reserves: 1) Bridge Reserve, 2) Vehicle & Equipment Reserve, and 3) Debt Service Reserve.

- 1) Bridge Reserve – Bridge reserve fund was set up to support the maintenance and perseveration of the Bridge of the Gods in alignment with the 15-year Maintenance and Preservation Plan. The Port sets aside a certain amount of funds for the large maintenance and preservation of the Bridge of the Gods. This year a transfer of \$274,122 is proposed to contribute to this fund.
- 2) Vehicle & Equipment Reserve – is an accumulation of funds for future vehicle and equipment purchases. This year, a \$30,000 contribution to this fund is proposed.

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- 3) Debt Service – This is a new reserve, required by the loan terms with the State for Flex 6. An accumulation of 1 year’s worth of loan payments will be held in reserve in this fund.

WISHLIST

The Port’s mandate to balance the budget and contribute to its reserve fund leaves many unmet needs. These include: repaving of the café parking lot, grating on the locks, additional utility vehicle, backhoe, and lighting in poorly lit areas of the Marine Park. These needs should be accounted for in future budgets.

LOOKING INTO THE FUTURE

The Port has been generating revenue from multiple sources. Its liability on the aging bridge will continue to increase. The Port has the option of soliciting federal funds for future repairs on the bridge. This option requires that the Port’s other programs (Marine Park and Commercial Properties) be self-sustained. Alternatively, the Port can continue to build up reserves for repairs needed. This will need to include a systematic increase of toll and fees. The committee’s feedback is valuable on this topic.

Budget 2021-2022
Fund Summary

	General Fund	Development Fund	Reserve Fund
BEGINNING BALANCE	\$ 443,012	\$ -	\$ 724,150
REVENUES			
6010 Property Taxes	\$ 4,500	\$ -	\$ -
6020 Bridge Tolls	\$ 2,840,000	\$ -	\$ -
6080 Fireworks	\$ 13,500	\$ -	\$ -
6050 Leases, Rents, and Fees	\$ 1,498,538	\$ -	\$ -
6050 Leases, Rents, and Fees (ACL)	\$ 48,000	\$ -	\$ -
6050 Camping	\$ 60,000	\$ -	\$ -
6080 Legislative Appropriations, ODOT	\$ -	\$ 3,700,000	\$ 274,122
6050 Miscellaneous Revenue	\$ 15,000	\$ -	\$ -
8030 Principal (Gorges Beer)	\$ 5,508	\$ -	\$ -
6080 Loans (pFriem expansion, SDS Land)	\$ -	\$ 2,000,000	\$ 450,000
6080 Grants & Restricted	\$ 131,500	\$ -	\$ -
Interfund Transfer	\$ (30,000)		\$ 30,000
MATERIALS and SERVICES			
See detail page	\$ 2,788,389		
PERSONNEL			
See detail page	\$ 1,394,248		
CAPITAL OUTLAY			
2150 Harvey Road*	\$ 50,000		
2150 HC Parking Lot*	\$ 100,000		
2210 Incubator Rehab	\$ 5,000		
2310 Bridge 15 Year Plan (Painting Project, OR Approach sealing, welcome and			\$ 440,000
2150 Road Repair Overlay	20,000		
2110 SDS Property Purchase*		\$ 500,000	
2150 Flex 5 (from leg appropriations)*		\$ 492,500	
2150 Flex 5 expansion		\$ 1,000,000	
2150 Tenant Improvements (Flex 4)		\$ 20,000	
2150 Tenant Improvements (Flex 2)		\$ 20,000	
2150 Harvey Road Parking Phase 2*		\$ 350,000	
2150 Electrical hardening		\$ 110,000	
2150 Emergency Road gates & rock		\$ 10,000	
CONTINGENCY	\$ 200,000		
ENDING UNAPPROPRIATED BALANCE	\$ 471,921	\$ 3,197,500	\$ 1,038,272

Budget 2021-2022
 Development Fund Detail

	Development Fund
BEGINNING BALANCE	\$ -
6080 Legislative Appropriations (Sen Thomsen)	\$ 1,100,000
6080 Legislative Appropriations (Anna Williams)	\$ 200,000
6080 Legislative Appropriations (lottery funds)	\$ 2,400,000
6080 Loans (pFriem expansion, SDS Land)	\$ 2,000,000
 TOTAL RESOURCES	 \$ 5,700,000
 2110 SDS Property Purchase*	 \$ 500,000
2150 Flex 5 (from leg appropriations)*	\$ 492,500
2150 Flex 5 expansion	\$ 1,000,000
2150 Tenant Improvements (Flex 4)	\$ 20,000
2150 Tenant Improvements (Flex 2)	\$ 20,000
2150 Harvey Road Parking Phase 2*	\$ 350,000
2150 Electrical hardening	\$ 110,000
2150 Emergency Road gates & rock	\$ 10,000
 TOTAL REQUIREMENTS	 \$ 2,502,500
 BALANCE	 \$ 3,197,500

Budget 2021-2022
Reserve Fund Detail

	Reserve Fund
BEGINNING BALANCE	
Bridge Reserve Beginning Balance	\$ 715,000
Flex 6 Reserve Beginning Balance	\$ -
Vehicle Reserve Beginning Balance	\$ 9,150
6080 Legislative Appropriations, ODOT	\$ 274,122
8030 Loans (Flex 6 reserve)	\$ 450,000
Interfund Transfer	\$ 30,000
REQUIREMENTS	\$ -
Bridge 15 Year Plan (Painting Project, OR	\$ 440,000
BALANCE	\$ 1,029,122
Bridge Reserve Balance	\$ 549,122
Flex 6 Reserve Balance	\$ 450,000
Vehicle Reserve Balance	\$ 39,150

Budget 2021-2022
 General Fund Overview

	Admin, Marina, Sternwheeler	CP	Campground	Toll	Events	Parking
6010 Property Taxes	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ -
6020 Bridge Tolls	\$ -	\$ -	\$ -	\$ 2,840,000	\$ -	\$ -
6080 Fireworks	\$ -	\$ -	\$ -	\$ -	\$ 13,500	\$ -
6050 Leases, Rents, and Fees	\$ 84,000	\$ 1,160,338	\$ -	\$ -	\$ 130,000	\$ 124,200
6050 Leases, Rents, and Fees	\$ 48,000					
6050 Camping	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -
6080 Legislative Appropriations, OD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6050 Miscellaneous Revenue	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -
8030 Principal (Gorges Beer)	\$ 5,508	\$ -	\$ -	\$ -	\$ -	\$ -
6080 Loans (Flex 5 expansion, SDS Li	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6080 Grants & Restricted	\$ 6,500	\$ 125,000	\$ -	\$ -	\$ -	\$ -
Interfund Transfer	\$ -	\$ -	\$ -	\$ (30,000)	\$ -	\$ -
TOTAL RESOURCES	\$ 163,508	\$ 1,285,338	\$ 60,000	\$ 2,810,000	\$ 143,500	\$ 124,200
7075 Community Services	\$ 23,600	\$ -	\$ -	\$ -	\$ 18,500	\$ -
7060 Contracted Services	\$ 123,375	\$ 6,500	\$ 6,000	\$ 141,648	\$ 850	\$ -
7030 IT & Security Services	\$ 71,838	\$ 3,438	\$ 1,000	\$ -	\$ 1,700	\$ -
7099 Debt Services	\$ 9,000	\$ 1,256,944	\$ -	\$ -	\$ -	\$ -
7035 Dues & Subscriptions	\$ 22,000	\$ -	\$ 120	\$ 1,000	\$ -	\$ -
7080 Employee Recognition	\$ 4,600	\$ -	\$ -	\$ -	\$ -	\$ -
7010 Insurance	\$ 83,439	\$ 1,300	\$ -	\$ 140,000	\$ -	\$ -
7054 Legal Services	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
7065 Licenses & Fees	\$ 43,000	\$ 4,000	\$ -	\$ -	\$ -	\$ 400
7055 Professional Services	\$ 157,200	\$ -	\$ -	\$ 77,250	\$ -	\$ -
7090 Property Leases	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -
7050 Utilities & Phones	\$ 75,000	\$ 6,200	\$ 8,200	\$ 7,750	\$ 1,200	\$ 540
7085 Training & Education	\$ 12,400	\$ 1,800	\$ -	\$ 1,500	\$ 1,000	\$ 700
7080 Travel & Meetings	\$ 48,000	\$ 5,238	\$ -	\$ 200	\$ 1,220	\$ -
7015 Promotion & Advertising	\$ 1,100	\$ 300	\$ 700	\$ 450	\$ 9,500	\$ 500
7020 Office Expenses	\$ 6,000	\$ -	\$ 1,000	\$ 2,500	\$ 250	\$ 200
7040 Repair & Maintenance	\$ 58,600	\$ 10,000	\$ -	\$ 79,640	\$ 500	\$ -
7045 Supplies & Small Tools	\$ 61,000	\$ 3,000	\$ 800	\$ 2,500	\$ 7,000	\$ -
7095 Taxes	\$ -	\$ -	\$ 4,800	\$ -	\$ -	\$ -
7100 Miscellaneous	\$ 2,500	\$ -	\$ -	\$ 500	\$ 2,400	\$ -
7001 Salaries and Wages	\$ 491,209	\$ 69,690	\$ -	\$ 322,794	\$ 62,672	\$ 49,790
7005 Payroll Taxes and Benefits	\$ 208,243	\$ 26,093	\$ -	\$ 117,545	\$ 25,599	\$ 20,614
Contingency	\$ 200,000					
TOTAL REQUIREMENTS	\$ 1,865,104	\$ 1,394,502	\$ 22,620	\$ 895,277	\$ 132,391	\$ 72,744
BALANCE	\$ (1,701,596)	\$ (109,164)	\$ 37,380	\$ 1,914,723	\$ 11,109	\$ 51,456

Budget 2021-2022

Materials & Services Expenses

		BOG					TOTAL					
		Admin, Marina, Sternwheeler	CP	Campground	Toll	Events	Parking	21-22	21-22	20-21	19-20	18-19
7075 Community Services												
7075-1	Com. Events (Picnic, movies, lighting)	\$ -	\$ -	\$ -	\$ -	\$ 5,000		\$ 5,000				
7075-1	Com. Events (Fireworks)					\$ 13,500		\$ 13,500				
7075-2	Grant Program	\$ 20,000	\$ -	\$ -	\$ -	\$ -		\$ 20,000				
7075-3	Transportation Assistance	\$ 3,600	\$ -	\$ -	\$ -	\$ -		\$ 3,600				
		\$ 23,600	\$ -	\$ -	\$ -	\$ 18,500	\$ -	\$ 42,100	\$ 42,100	\$ 64,600	\$ 6,800	\$ 22,000
7060 Contracted Services												
7060-1	Government relations/Econ Develop	\$ 77,000										
7060-3	Grant Writing	\$ 15,000	\$ -	\$ -	\$ -	\$ -		\$ 15,000				
7060-9	Other (camp host, RARE, tolling software suppo	\$ 5,875	\$ -	\$ 6,000	\$ 141,648	\$ -		\$ 153,523				
	Other Contracted Services (MCEDD)	\$ 10,000	\$ 6,500	\$ -	\$ -	\$ -		\$ 16,500				
7060-9	Other (Office Equipment Lease & Services)	\$ 4,500	\$ -	\$ -	\$ -	\$ 250		\$ 4,750				
7060-9	Other (Portable Toilets)	\$ 11,000	\$ -	\$ -	\$ -	\$ 600		\$ 11,600				
		\$ 123,375	\$ 6,500	\$ 6,000	\$ 141,648	\$ 850	\$ -	\$ 278,373	\$ 278,373	\$ 288,785	\$ 405,851	\$ 285,031
7030 IT & Security Services												
	Technology Support (Radcomp)	\$ 50,400	\$ -	\$ -	\$ -	\$ -		\$ 50,400				
	Building Security	\$ 3,438	\$ 3,438	\$ -	\$ -	\$ -		\$ 6,875				
	Software	\$ 11,000	\$ -	\$ 1,000	\$ -	\$ 1,700		\$ 13,700				
	Upgrades, Hardware	\$ 6,000	\$ -	\$ -	\$ -	\$ -		\$ 6,000				
	Website Hosting & Consulting	\$ 1,000	\$ -	\$ -	\$ -	\$ -		\$ 1,000				
		\$ 71,838	\$ 3,438	\$ 1,000	\$ -	\$ 1,700	\$ -	\$ 77,975	\$ 77,975	\$ 68,085		
7099 Debt Services												
	Ind Park Road Loan	\$ -	\$ 17,861	\$ -	\$ -	\$ -		\$ 17,861				
	Flex 1	\$ -	\$ 56,231	\$ -	\$ -	\$ -		\$ 56,231				
	Flex 2 & 4 Loan	\$ -	\$ 107,023	\$ -	\$ -	\$ -		\$ 107,023				
	Flex 5	\$ -	\$ 506,137	\$ -	\$ -	\$ -		\$ 506,137				
	Flex 6	\$ -	\$ 519,100	\$ -	\$ -	\$ -		\$ 519,100				
	SDS Land		\$ 50,592									
	Vehicle Loan	\$ 9,000						\$ 9,000				
		\$ 9,000	\$ 1,256,944	\$ -	\$ -	\$ -	\$ -	\$ 1,265,944	\$ 1,265,944	\$ 606,113	\$ 140,590	\$ 74,090

7035	Dues & Subscriptions													
	Dues (MCEDD, SDAO, OPPA, PNWA, QB support)	\$ 22,000	\$ -	\$ 120	\$ 1,000	\$ -	\$ -	\$ 23,120						
		\$ 22,000	\$ -	\$ 120	\$ 1,000	\$ -	\$ -	\$ 23,120	\$ 23,120	\$ 17,615	\$ 23,990	\$ 18,114		
7080	Employee Recognition													
	Celebrations	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000						
	Tenure, employee of the month	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200						
	Flowers, Illness,	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400						
		\$ 4,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,600	\$ 4,600	\$ 2,900				
7010	Insurances													
	Bridge	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ 140,000						
	Liability	\$ 83,439	\$ 1,300	\$ -	\$ -	\$ -	\$ -	\$ 84,739						
		\$ 83,439	\$ 1,300	\$ -	\$ 140,000	\$ -	\$ -	\$ 224,739	\$ 224,739	\$ 195,000	\$ 168,000	\$ 157,000		
7054	Legal Services													
	General Counsel	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000						
	Case-Based	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000						
		\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 105,000	\$ 60,000	\$ 60,000		
7065	Licenses & Fees													
	Credit Cards Processing Fees	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000						
	Fees & Permits	\$ 13,000	\$ 4,000	\$ -	\$ -	\$ -	\$ 400	\$ 17,400						
		\$ 43,000	\$ 4,000	\$ -	\$ -	\$ -	\$ 400	\$ 47,400	\$ 47,400	\$ 34,860	\$ 17,580	\$ 5,980		
7055	Professional Services													
	Architecture/Planning	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500						
	Engineering	\$ 30,000	\$ -	\$ -	\$ 77,250	\$ -	\$ -	\$ 107,250						
	Government Relations	\$ 77,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,000						
7055-3	Accounting Services	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000						
	Environmental, Surveying, Appraisal Services	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,000						
	Financial Audit	\$ 16,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,700						
		\$ 157,200	\$ -	\$ -	\$ 77,250	\$ -	\$ -	\$ 234,450	\$ 234,450	\$ 191,500				
7090	Property Leases													
	Beach access road & parking	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000						

7040-2	Plant & Pest Control Services	\$	5,600					\$	5,600												
		\$	58,600	\$	10,000	\$	-	\$	79,640	\$	500	\$	148,740	\$	148,740	\$	99,100	\$	61,500	\$	66,500
<u>7045 Supplies & Small Tools</u>																					
7045-1	Maintenance & Janitorial Supplies	\$	9,000	\$	2,000	\$	600	\$	1,500	\$	1,000	\$	14,100								
7045-2	Landscape Supplies	\$	40,000					\$	500			\$	40,500								
7045-2	Safety Supplies	\$	1,000							\$	300	\$	1,300								
7045-3	Fuel	\$	6,000							\$	10,000	\$	16,000								
7045-4	Portable Electronic Sign	\$	4,000									\$	4,000								
7045-4	Other Supplies	\$	1,000	\$	1,000	\$	200	\$	500	\$	6,000	\$	8,800								
		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-								
		\$	61,000	\$	3,000	\$	800	\$	2,500	\$	7,000	\$	74,300	\$	74,300	\$	82,507	\$	8,300	\$	13,300
<u>7095 Taxes</u>																					
	Transient Room Tax	\$	-	\$	-	\$	4,800	\$	-	\$	-	\$	4,800								
		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-								
		\$	-	\$	-	\$	4,800	\$	-	\$	-	\$	4,800	\$	4,800	\$	3,920	\$	6,860	\$	6,300
<u>7100 Miscellaneous</u>																					
		\$	2,500	\$	-	\$	-	\$	500	\$	2,400	\$	5,400								
		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-					\$	-	\$	-
		\$	2,500	\$	-	\$	-	\$	500	\$	2,400	\$	5,400	\$	5,400	\$	1,100				

Wage Benefit Cost Chart

Employees, Benefits & Tax Cost for 2021-2022

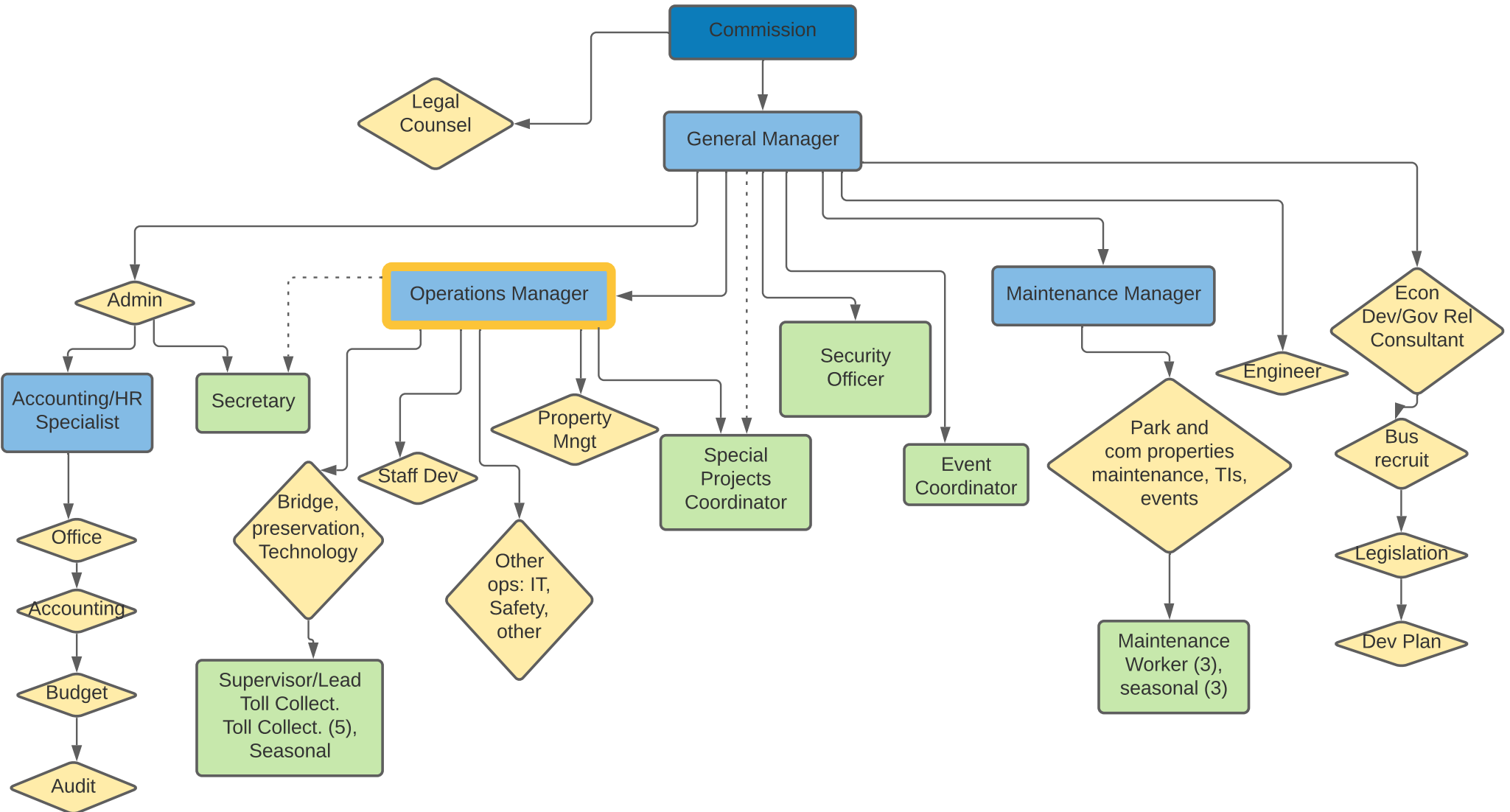
Name	Salary	10.43% or 14.04% PERS	1.45% Medicare	6.20% SS	W/C	0.20% SUTA	Dental	Medical	Disability	Total
Full Time										
Salary Staff										
GM	\$ 111,394.50	\$ 11,618.45	\$ 1,568.00	\$ 6,906.46	\$ 300.00	\$ 222.79	\$ 460.00	\$ 10,760.00	\$ 505.00	\$ 143,735.19
Maintenance Manager .25 BOG, .25 CP,	\$ 67,267.24	\$ 7,015.97	\$ 947.00	\$ 4,170.57	\$ 4,000.00	\$ 134.53	\$ 710.00	\$ 10,760.00	\$ 505.00	\$ 95,510.32
Operations Manager .75 BOG, .15 CP, .1	\$ 64,000.00	\$ 6,675.20	\$ 928.00	\$ 3,968.00	\$ 300.00	\$ 128.00	\$ 710.00	\$ 10,760.00	\$ 505.00	\$ 87,974.20
Bridge Supervisor	\$ 43,260.00	\$ 4,512.02	\$ 609.00	\$ 2,682.12	\$ 200.00	\$ 86.52	\$ 460.00	\$ 10,760.00	\$ 505.00	\$ 63,074.66
Total	\$ 285,921.74	\$ 29,821.64	\$ 4,052.00	\$ 17,727.15	\$ 4,800.00	\$ 571.84	\$ 2,340.00	\$ 43,040.00	\$ 2,020.00	\$ 390,294.37
Hourly Staff										
Accounting Specialist	\$ 66,436.03	\$ 9,327.62	\$ 935.00	\$ 4,119.03	\$ 120.00	\$ 132.87	\$ 710.00	\$ 10,760.00	\$ 505.00	\$ 93,045.55
Maintenance Worker 2 .3 CP, .6 Admin, .	\$ 53,068.69	\$ 5,535.06	\$ 747.00	\$ 3,290.26	\$ 2,600.00	\$ 106.14	\$ 710.00	\$ 10,760.00	\$ 505.00	\$ 77,322.15
Event Coordinator	\$ 48,410.00	\$ 5,049.16	\$ 682.00	\$ 3,001.42	\$ 130.00	\$ 96.82	\$ 460.00	\$ 10,760.00	\$ 505.00	\$ 69,094.40
Security Officer	\$ 44,690.00	\$ 4,661.17	\$ 647.00	\$ 2,770.78	\$ 120.00	\$ 89.38	\$ 460.00	\$ 10,760.00	\$ 505.00	\$ 64,703.33
Toll Collector LR	\$ 31,386.16	\$ 3,273.58	\$ 442.00	\$ 1,945.94	\$ 90.00	\$ 62.77	\$ 460.00	\$ 10,760.00	\$ 505.00	\$ 48,925.45
Toll Collector TC	\$ 37,898.85	\$ 3,952.85	\$ 534.00	\$ 2,349.73	\$ 110.00	\$ 75.80	\$ 460.00	\$ 10,760.00	\$ 505.00	\$ 56,646.23
Toll Collector EG	\$ 35,349.60	\$ 3,686.96	\$ 498.00	\$ 2,191.68	\$ 110.00	\$ 70.70	\$ -	\$ -	\$ 505.00	\$ 42,411.94
Maintenance Worker 1 .2CP, .6 Admin, .2	\$ 43,190.99	\$ 4,504.82	\$ 608.00	\$ 2,677.84	\$ 2,300.00	\$ 86.38	\$ 460.00	\$ 10,760.00	\$ 505.00	\$ 65,093.03
Maintenance Worker 3 .1CP, .2 Events, .1	\$ 39,718.86	\$ 4,142.68	\$ 560.00	\$ 2,462.57	\$ 2,000.00	\$ 79.44	\$ 460.00	\$ 10,760.00	\$ 505.00	\$ 60,688.54
Secretary	\$ 36,420.80	\$ 3,798.69	\$ 513.00	\$ 2,258.09	\$ 70.00	\$ 72.84	\$ 460.00	\$ 10,760.00	\$ 505.00	\$ 54,858.42
Secretary 6weeks Plus Vac	\$ 6,777.40	\$ 706.88	\$ 95.00	\$ 420.20	\$ 6.00	\$ 13.55	\$ 115.00	\$ 2,690.00	\$ 126.00	\$ 10,950.04
Project Coordinator	\$ 43,812.08	\$ 4,569.60	\$ 647.00	\$ 2,716.35	\$ 70.00	\$ 87.62	\$ 782.00	\$ 10,760.00	\$ 505.00	\$ 63,949.65
Clerk	\$ 29,120.00	\$ 3,037.22	\$ 422.24	\$ 1,805.44	\$ 120.00	\$ 58.24	\$ 460.00	\$ 10,760.00	\$ 505.00	\$ 46,288.14
Receptionist	\$ 30,828.93	\$ 3,215.46	\$ 434.00	\$ 1,911.39	\$ 60.00	\$ 61.66	\$ 1,052.00	\$ 15,333.00	\$ 505.00	\$ 53,401.44
Total	\$ 547,108.39	\$ 6,252.67	\$ 7,764.24	\$ 33,920.72	\$ 7,906.00	\$ 1,094.22	\$ 7,049.00	\$ 136,383.00	\$ 6,691.00	\$ 807,378.31
Part Time										
Toll Collector LS (1560 hours)	\$ 21,515.67	\$ 3,020.80	\$ 303.00	\$ 1,333.97	\$ 50.00	\$ 43.03	\$ -	\$ -	\$ 505.00	\$ 26,771.47
Toll Collector on call/seas.(1872 hours)	\$ 26,038.40	\$ 2,715.81	\$ 367.00	\$ 1,614.38	\$ 90.00	\$ 52.08	\$ -	\$ -	\$ -	\$ 30,877.66
Toll Collector KS (1040)hours)	\$ 14,343.78	\$ 1,496.06	\$ 202.00	\$ 889.31	\$ 45.00	\$ 28.69	\$ 1,052.00	\$ -	\$ 505.00	\$ 18,561.84
Toll Collector WT (1040)hours)	\$ 14,246.96	\$ 1,485.96	\$ 201.00	\$ 883.31	\$ 45.00	\$ 28.49	\$ -	\$ -	\$ 505.00	\$ 17,395.72
Toll Collector (1040 hours)	\$ 13,925.60	\$ 1,452.44	\$ 196.00	\$ 863.39	\$ 45.00	\$ 27.85	\$ -	\$ -	\$ -	\$ 16,510.28
Maintenance TC (1040 hours)	\$ 23,738.41	\$ 3,332.87	\$ 334.00	\$ 1,471.78	\$ 1,086.00	\$ 47.48	\$ 710.00	\$ -	\$ 505.00	\$ 31,225.54
Seasonal - Main (3) (3120 hours) .35 C	\$ 42,120.00	\$ -	\$ 610.74	\$ 2,611.44	\$ 1,500.00	\$ 84.24	\$ -	\$ -	\$ -	\$ 46,926.42
On call security officer (300 hours)	\$ 5,100.00	\$ -	\$ 74.00	\$ 316.20	\$ 200.00	\$ 10.20	\$ -	\$ -	\$ -	\$ 5,700.40
Graveyard Differential \$0.30	\$ 1,095.00	\$ 114.21	\$ 16.00	\$ 67.89	\$ 5.00	\$ 2.19	\$ -	\$ -	\$ -	\$ 1,300.29
Swing Differential \$0.15	\$ 1,000.00	\$ 104.30	\$ 14.00	\$ 62.00	\$ 3.00	\$ 2.00	\$ -	\$ -	\$ -	\$ 1,185.30
Port Commission	\$ -	\$ -	\$ -	\$ -	\$ 120.00	\$ -	\$ -	\$ -	\$ -	\$ 120.00
Total	\$ 163,123.82	\$ 13,722.44	\$ 2,317.74	\$ 10,113.68	\$ 3,189.00	\$ 326.25	\$ 1,762.00	\$ -	\$ 2,020.00	\$ 196,574.93
EMPLOYEE TOTAL	\$ 996,153.95	\$ 49,796.75	\$ 14,133.98	\$ 61,761.54	\$ 15,895.00	\$ 1,992.31	\$ 11,151.00	\$ 179,423.00	\$ 10,731.00	\$ 1,394,247.61

Port of Cascade Locks
2019-2020 Debt Service

	<u>7/1/2021 Balance</u>	
Business Park Road Improvements	\$ 77,325.38	Business Oregon - Loan #L0000
Herman Creek Flex #1	\$ 650,345.42	Business Oregon - Project #525
Herman Creek Flex #2 & #4	\$ 1,888,000.00	Business Oregon - Project #K17
Business Park Flex #5 pFriem	\$ 4,380,000.00	Business Oregon - Project #X19
Business Park Flex #6 Renewal	\$ 6,608,500.00	Business Oregon - Project #X20
Total Long Term Debt	<u>\$ 13,604,170.80</u>	

Fiscal Year Debt Service - Payment Details

<u>Revenue Fund</u>	<u>Interest</u>	<u>Principal</u>	<u>Total</u>
<u>Business Park Road Improvements</u>			
12/1/2021	\$ 4,532.65	\$ 13,327.56	\$ 17,860.21
<u>Herman Creek Flex #1</u>			
9/15/2021	\$ 7,153.80	\$ 6,903.74	\$ 14,057.54
12/15/2021	\$ 7,077.86	\$ 6,979.68	\$ 14,057.54
3/15/2022	\$ 7,001.08	\$ 7,056.46	\$ 14,057.54
6/15/2022	\$ 6,923.46	\$ 7,134.08	\$ 14,057.54
Estimated Debt Service:	\$ 28,156.20	\$ 28,073.96	\$ 56,230.16
<u>Herman Creek Flex #2 & #4</u>			
9/15/2021	\$ 5,852.90	\$ 20,902.62	\$ 26,755.52
12/15/2021	\$ 5,784.89	\$ 20,970.63	\$ 26,755.52
3/15/2022	\$ 5,716.66	\$ 21,038.86	\$ 26,755.52
6/15/2022	\$ 5,648.21	\$ 21,107.31	\$ 26,755.52
Estimated Debt Service:	\$ 23,002.66	\$ 84,019.42	\$ 107,022.08
<u>Business Park Flex #5 pFriem</u>			
7/1/2021	\$ 281,955.88	\$ -	\$ 281,955.88
10/1/2021	\$ 51,027.00	\$ 23,758.51	\$ 74,785.51
1/1/2022	\$ 50,575.21	\$ 24,035.30	\$ 74,610.51
4/1/2022	\$ 50,470.20	\$ 24,315.31	\$ 74,785.51
Estimated Debt Service:	\$ 434,028.29	\$ 72,109.12	\$ 506,137.41
<u>Business Park Flex #6 Renewal</u>			
7/1/2021	\$ 145,900.00	\$ 46,500.00	\$ 192,400.00
10/1/2021	\$ 62,400.00	\$ 46,500.00	\$ 326,700.00
1/1/2022	\$ 62,400.00	\$ 46,500.00	\$ 108,900.00
4/1/2022	\$ 62,400.00	\$ 46,500.00	\$ 108,900.00
Estimated Debt Service:	\$ 333,100.00	\$ 186,000.00	\$ 519,100.00
<u>Total Revenue Fund</u>	<u>\$ 1,008,819.80</u>	<u>\$ 197,530.06</u>	<u>\$ 1,206,349.86</u>



Commission

Legal Counsel

General Manager

Admin

Operations Manager

Maintenance Manager

Econ Dev/Gov Rel Consultant

Accounting/HR Specialist

Secretary

Security Officer

Engineer

Bus recruit

Staff Dev

Property Mngt

Special Projects Coordinator

Event Coordinator

Park and com properties maintenance, TIs, events

Legislation

Bridge, preservation, Technology

Other ops: IT, Safety, other

Supervisor/Lead Toll Collect. Toll Collect. (5), Seasonal

Maintenance Worker (3), seasonal (3)

Dev Plan

Office

Accounting

Budget

Audit