

Port of Skamania County
Fiscal Year 2021
General Fund Budget Summary

	2021	2020	2019	2018	2017
	Budget	Budget	Actual	Actual	Actual
Operating Revenues					
Property Revenues	828,631	789,386	951,479	788,452	810,005
Lease Revenues	654,582	637,527	771,001	661,121	699,494
Lease Expense Reimb.	90,000	70,000	81,660	55,148	46,856
Leasehold Taxes	84,048	81,858	98,818	72,183	63,655
Marine Terminal Revenues	39,738	39,738	41,725	38,153	31,566
Docking Fees	16,500	16,500	24,438	12,150	9,300
Expense Reimbursements	23,238	23,238	17,287	26,003	22,266
Other/Miscellaneous	7,800	-	121,158	322	-
Total Operating Revenues	876,168	829,123	1,114,362	826,927	841,571
Operating Expenses					
Salaries, Wages & Benefits	402,759	390,949	375,216	359,356	423,260
Administration	135,634	131,737	128,249	126,799	218,830
Maintenance	238,570	230,816	222,231	201,559	177,873
Commissioners	28,555	28,396	24,736	30,998	26,557
Property Expenses	386,566	368,794	336,719	314,386	275,427
Maintenance	75,000	75,000	60,161	88,682	49,053
Utilities	100,000	94,580	68,273	57,650	56,897
Insurance	98,517	89,823	80,203	73,241	63,036
Lease - Corp and BNSF	2,000	800	1,926	800	-
Marine Terminal	27,000	26,733	25,799	20,025	16,862
Leasehold Taxes	84,048	81,858	100,357	73,988	89,578
General Administration	169,350	175,000	156,204	148,007	136,881
Outside Services	93,000	90,000	97,306	84,357	40,340
Legal Fees	20,500	30,000	25,793	26,569	50,272
Other G & A	55,850	55,000	33,105	37,081	46,269
Equipment Purchases	3,000	3,000	4,673	8,470	639
Office / Admin	3,000	3,000	4,673	470	639
Facilities	-	-	-	8,000	-
Total Operating Expenses	961,675	937,744	872,812	830,219	836,207
Operating Income / (Loss)	(85,507)	(108,620)	241,550	(3,292)	5,364
Non-Operating Revenues					
Projects	267,667	183,000	208,415	416,764	450,555
Cascades Business Park - Coyote Ridge	267,667	-	-	-	-
Shoreline Restoration	-	-	-	-	219,767
Waterfront Enhancement	-	183,000	128,415	240,892	183,928
Wind River Water System	-	-	80,000	175,872	46,861
Property Taxes	330,391	319,288	306,376	261,103	252,726
Investment Interest	2,000	2,000	8,932	7,431	1,222
Other Taxes	19,000	19,000	31,477	23,713	19,120
Loan Proceeds	-	-	200,000	-	-
Tenant Security Deposits	-	-	-	4,685	41,985
Other Non-Op (Surplus, Health ins. reimb., Ins. claim)	-	-	974	36,239	71,183
Total Non-Operating Revenues	619,058	523,288	756,174	749,935	836,791
Non-Operating Expenses					
Projects	442,667	425,500	381,911	712,349	245,377
NB Bldg Discovery 1	-	-	-	-	237
NB Bldg Discovery 2	-	-	-	-	158
Cascades Business Park - Market Study	67,667	107,500	3,760	2,200	-
Cascades Business Park - Intergrated Planning	200,000	-	-	-	-
Cascades Business Park - Infrastructure Upgrade	160,000	135,000	-	-	-
Red Barn Door Repair	15,000	-	-	-	-
Stevenson Shoreline Restoration	-	-	16,403	385,218	31,468
Waterfront Enhancement	-	183,000	346,110	26,808	180,971
Beacon Rock Golf Course	-	-	-	-	7,021
Wind River Water System	-	-	15,638	298,123	25,523
Debt Service	172,948	154,730	344,128	174,632	191,350
Debt Service Principal	155,204	154,730	344,128	174,632	191,350
Debt Service Interest	17,745	21,890	17,325	20,011	-
Other Non-Operating Expenses	27,000	-	41,703	500	10,559
Tenant Deposits	-	-	41,703	500	10,559
Election	12,000	-	2,561	-	3,637
Audit	15,000	-	8,966	-	-
Employee PERS W/H paid	-	-	-	-	(790)
Total Non-Operating Expenses	642,615	602,120	796,594	907,492	450,133
Non-Operating Income / (Loss)	(23,558)	(78,831)	(40,420)	(157,557)	386,658
Total Net Income / (Loss)	(109,065)	(187,452)	201,130	(160,849)	392,022
Beginning Cash Balance	983,633	1,171,085	969,955	1,130,804	735,235
Ending Cash Balance	874,568	983,633	1,171,085	969,955	1,130,804
<i>Unrestricted</i>	<i>158,388</i>	<i>10,494</i>	<i>276,114</i>	<i>310,528</i>	<i>96,435</i>
<i>Restricted (Reserves & Debt Service)</i>	<i>716,181</i>	<i>701,747</i>	<i>894,971</i>	<i>659,427</i>	<i>1,034,369</i>

**Port of Skamania County
Operating Revenues - Property Revenues
Budget Year: 2021**

**Not COVID
Adjusted**

<u>Lease Revenues</u>		<u>2021 Budget</u>	<u>2020 Budget</u>
	<u>Stevenson Properties</u>		
212 Cascade	EDC	\$ 1,200	\$ 1,200
Old Saloon	Kellogg Group	12,317	10,815
Red Barn (Rigging Loft)	Sawtooth	8,312	8,109
River Point - Industrial Building	Silver Star Cabinets	91,271	80,140
River Point - Industrial Building	LDB	134,460	131,181
		<u>\$ 225,731</u>	<u>\$ 211,321</u>
Tichenor Building - Suite 40	Skamania Acupuncture	\$ 16,931	\$ 14,866
Tichenor Building - Suite 45	Skunk Bros	23,443	22,871
Tichenor Building - Suite 50	Sawtooth	19,505	19,029
Tichenor Building - Suite 60	People for People	7,609	6,681
Tichenor Building - Suite 60c	CRG	3,000	-
Tichenor Building - Suite 65	Phloem Studio	5,298	18,608
Tichenor Building - Suite 70	Multiple	4,112	4,485
Tichenor Building - Suite 70- G	Pacific Crest Trail	2,700	-
Tichenor Building - Suite 85	Backwoods	22,922	22,363
Tichenor Building - Suite 90	Eli Lewis	892	-
Tichenor Building - Suite 90D	Walkingman	3,690	3,600
Tichenor Building - Suite 90B	Skunk Bros	900	-
Tichenor Building - Suite 105	Backwoods	22,922	22,363
Tichenor Building - Suite 110	Backwoods	16,931	16,518
Fiber Lease	WAVE		2,160
		<u>\$ 150,853</u>	<u>\$ 153,543</u>
Stevenson Property Totals		<u>\$ 398,413</u>	<u>\$ 384,988</u>
	<u>NB Properties</u>		
Beacon Rock Golf Course	BRGC	\$ 35,218	\$ 34,427
Discovery Building 1	Green Assets	72,000	72,000
Skye Building	Total Shield	15,218	14,846
Evergreen Building	Silver Star Cabinets	43,583	42,520
Discovery II - Suites A&B	Four Peaks	7,380	9,600
Discovery II - Suites A&B	SCSD - zero lease	-	-
Discovery II - Suites C, D, E & F	Slingshot	81,125	79,146
		<u>\$ 88,505</u>	<u>\$ 88,746</u>
NB Property Totals		<u>\$ 254,524</u>	<u>\$ 252,540</u>
	<u>WRBP Properties</u>		
Trout Creek Field	Wind River Biomass	\$ 1,645	
Lease Revenues		<u>\$ 654,582</u>	<u>\$ 637,527</u>
Other Property Revenues			
Expense Reimbursement (~45% of utility and insurance expenses)		\$ 90,000	\$ 70,000
Leasehold Taxes (12.84% of Lease Revenue)		\$ 84,048	\$ 81,858
Total Property Revenues		<u>\$ 828,631</u>	<u>\$ 789,386</u>

Port of Skamania County
Operating Revenues - Marine Terminal
Year: 2021

Docking Rate: **\$ 150.00** per 24 hours

Boat	Operator	TOTAL
American Empress	AQSC	33
American Pride	ACL	23
Queen of the West	ACL	22
American Song	ACL	32
Total Dockings		110

Total Docking Revenue \$ 16,500

Other Revenues:

	<u>Water</u>	<u>Refuse</u>	
Expense Reimbursements	\$ 8,414	\$ 14,823	<u>\$ 23,238</u>

Total Marine Terminal Revenue \$ 39,738

Assuming the cruise industry returns to service by summer of 2021.

Revenue is based on no change in docking fee.
Utilities reimbursements are based on 2019 actuals with adjustments due to increase in utility costs.

Port of Skamania County
Operating Expenses - Salaries, Wages & Benefits
Year: 2021

Position	2021 Budgeted Wages and Benefits	2020 Budgeted Wages and Benefits	2019 Actual Wages and Benefits
Executive Director			
Salary	\$ 99,750	\$ 96,839	\$ 92,227
Taxes	10,820	10,463	9,771
PERS	12,491	12,015	11,378
VEBA	2,328	2,328	2,328
Health Ins.	10,245	10,092	10,098
	<u>\$ 135,634</u>	<u>\$ 131,737</u>	<u>\$ 125,802</u>
Facilities Manager			
Wages	\$ 79,483	\$ 77,161	\$ 73,492
Overtime	5,117	5,064	6,890
Taxes	13,091	12,513	11,531
PERS	10,171	9,192	8,704
VEBA	2,328	2,328	2,328
Health Ins.	24,906	24,512	24,564
	<u>\$ 135,097</u>	<u>\$ 130,769</u>	<u>\$ 127,508</u>
Facilities Specialist			
Wages	\$ 57,408	\$ 54,687	\$ 52,503
Taxes	10,516	9,942	9,924
PERS	6,902	6,515	6,218
VEBA	2,328	2,328	2,328
Health Ins.	18,623	18,332	18,364
	<u>\$ 95,777</u>	<u>\$ 91,804</u>	<u>\$ 89,338</u>
Facilities Specialist-Seasonal			
Wages	\$ 6,300	\$ 6,300	\$ 6,300
Taxes	1,396	1,340	1,518
	<u>\$ 7,696</u>	<u>\$ 7,640</u>	<u>\$ 7,818</u>
Commissioners			
Wages	\$ 20,244	\$ 20,244	\$ 20,244
Taxes	2,709	2,658	2,559
Health Ins.	5,602	5,494	13,761
	<u>\$ 28,555</u>	<u>\$ 28,396</u>	<u>\$ 36,564</u>
Total	<u>\$ 402,759</u>	<u>\$ 390,346</u>	<u>\$ 387,031</u>

Benefits stay the same

Seasonal maintenance staff to help manage cruise ships and park maintenance

Commissioner's wage set by state and subject to change

Port of Skamania County
Operating Expenses - Property Expenses
Year: 2021

Maintenance	2021 Budget	2020 Budget	2020 Estimated	2019 Actual
Outside Services	\$ 500	\$ 500	\$ -	\$ -
Beacon Rock Golf Course	1,000	3,500	-	2,807
Discovery I	2,000	1,000	-	358
Discovery II	2,500	7,000	7,767	2,313
Evergreen Bldg	5,000	1,500	306	287
Port Office	1,000	1,000	14,062	1,742
Old Saloon Bldg	1,000	1,000	2,210	155
Red Barn	1,500		524	-
Skye Bldg	5,000	500	19	335
Stev Ind Bldg	6,500	1,500	11,532	62
Tichenor Bldg	15,000	6,500	9,645	4,080
Park Grounds	8,000	20,000	8,250	9,187
Beverly Park	200	8,000	-	7,530
Shop	2,500	500	2,767	-
Vacant Lands	200	2,500	54	5,217
Wind River Bus Park Water System	7,800	500	8,057	586
Cascades Bus Park	1,000	1,000	165	10,121
Boat Launch	1,000	3,000	4	51
Tools	1,000	2,500	106	1,568
Janitorial Supplies	4,000	2,000	3,344	2,938
Fuel	4,000	6,000	4,024	5,399
Vehicles	1,000	1,000	1,123	1,355
Uniforms	1,000	1,000	523	550
Machinery & Equipment	1,300	2,000	3,899	3,522
Equipment Rentals	1,000	1,000	397	-
	\$ 75,000	\$ 75,000	\$ 78,778	\$ 60,161

Other Property Expenses	2021 Budget	2020 Budget	2020 Estimated	2019 Actual
Utilities	\$ 100,000	\$ 94,580	\$ 90,000	\$ 68,273
Property Insurance	98,517	89,823	88,647	80,203
Leases (USACE & BNSF)	2,000	800	1,950	1,926
Marine Terminal	27,000	26,733	8,000	25,799
Leasehold Taxes	84,048	81,858	97,000	100,357
Total Maintenance Expenses	\$ 386,565	\$ 368,794	\$ 364,375	\$ 336,719

Maintenance expenses estimated to be steady although costs shift between small projects.

Utilities includes 10% increase in electric.

Property Insurance estimated 12% increase which has been the current trend.

Leases include US Army Corps easement in North Bonneville and BNSF property at Beacon Rock Golf Course

Marine Terminal estimated using 2019 with slight increase in utility costs.

Leasehold taxes are based on 12.84% of collected rent.

Port of Skamania County
Operating Expenses - General Administrative
Year: 2021

	2021 Budget	2020 Budget	2020 Estimated	2019 Actual
Auditing	\$ 8,000	\$ 10,000	\$ 5,138	\$ 17,316
Professional Services*	85,000	90,000	80,914	77,496
Legal Fees	20,000	20,000	19,820	22,640
Legal Fees-WRBP	500	5,000	2,106	3,023
Office Supplies	4,000	4,000	3,424	3,585
Equipment Rentals	2,000	3,000	2,143	2,204
Admin Travel	5,000	5,000	1,539	4,381
Professional Development*	4,000	3,500	555	1,685
Legal Advertising	1,200	1,200	340	1,035
Marketing Advertising	1,000	1,000	303	528
Membership/Dues*	15,000	13,000	11,542	5,852
Administrative	3,000	3,125	2,404	1,657
Marketing & Economic Dev.	100	50	-	50
Publications*	50	25	-	25
Postage	500	400	330	260
Safety Program	1,000	700	567	604
State Use Tax	10,000	10,000	6,174	9,042
Miscellaneous			50	
Telecommunications	5,000	5,000	3,271	4,822
Subtotal	<u>\$ 165,350</u>	<u>\$ 175,000</u>	<u>\$ 140,619</u>	<u>\$ 156,204</u>
Office equipment Purchases	<u>\$ 4,000</u>	<u>\$ 3,000</u>	<u>\$ 4,146</u>	<u>\$ 4,673</u>
Total	<u><u>\$ 169,350</u></u>	<u><u>\$ 178,000</u></u>	<u><u>\$ 144,766</u></u>	<u><u>\$ 160,877</u></u>

*See detail on following sheets

Port of Skamania County
Operating Expenses - General Administrative - Professional Services
Year: 2021

Details for EDC contract for administrative services

Administrative Staffing	\$ 80,493
Shared Services	<u>3,160</u>
EDC - Port Contract	<u><u>\$ 83,653</u></u>

<u>Administrave Staffing</u>	<u>Total Expense</u>	<u>Port's Share</u>
EDC Cost	\$ 132,017	
61% of EDC Admin Staff		<u>\$ 80,493</u>

Shared Services Costs Split 50/50

<u>EDC Paid</u>		<u>Port's Share</u>
Wave		
Phone and Internet	\$ 3,600	\$ 1,800
Phoenix Tech		
IT Services	\$ 9,600	\$ 4,800
EDC Total	<u>\$ 13,200</u>	<u>\$ 6,600</u>

<u>Port Paid</u>		
Solutions Yes/US Bank Equipment		
Copier and Fees	\$ 2,200	\$ 1,100
RAV4		
Auto Lease	\$ 4,680	\$ 2,340
Port Total	<u>\$ 6,880</u>	<u>\$ 3,440</u>

Port's portion of shared expenses owed to EDC	<u><u>\$ 3,160</u></u>
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Port of Skamania County
Operating Expenses - General Administrative - Other
Year: 2021

		<u>2020</u> <u>Estimated</u>	<u>2021</u> <u>Budget</u>
<u>Professional Development - Admin</u>			
	<u>Date</u>		
WPPA - Spring Meeting	May 2021	\$ 1,040	\$ 1,040
WPPA - Finance Seminar	July 2021	315	315
WPPA - Directors Seminar	July 2021	320	320
WFOA - Annual Meeting	August 2021	700	700
MCEDD - Economic Symposium	September 2021	25	25
WPPA - Environmental Seminar	November 2021	315	315
Contingency			1,285
		<u>\$ 2,715</u>	<u>\$ 4,000</u>

<u>Membership Dues</u>			
	<u>Renewal</u> <u>Date</u>		
Washington Finance Officers Association	January 2021	\$ 50	\$ 50
WPPA	January 2021	1,530	1,391
Regional Transportation Council	January 2021	800	800
Skamania Chamber	March 2021	175	175
National Notary Association	June 2018	-	-
Washington Department of General Administration	June 2016	-	-
Mid Columbia Economic Council	July 2021	2,577	2,577
Economic Development Council	July 2021	6,680	6,680
Gorge Technology Alliance (GTA)	October 2021	150	150
Amazon Prime	January 2021	128	150
Network Solutions (Domain Name Registration .com)	January 2021	64	72
Network Solutions (Domain Name Registration .org)	October 2021	64	72
Network Solutions (Domain Name Registration .net)	June 2021	70	72
WEDA	June 2021	400	400
Jhammock - Web Hosting	September 2021	192	200
PNWA* and contingency			2,211
		<u>\$ 12,880</u>	<u>\$ 15,000</u>

*Pacific Northwest Waterways Association (PNWA) - Rejoin in 2021

<u>Publications</u>			
	<u>Renewal</u> <u>Date</u>	<u>Amount</u>	
Columbian	March 2016	-	Cancelled
Hood River News	March 2016	-	Cancel for 2019
Skamania Pioneer	September 2021	\$ 25	
Portland Business Journal			Cancelled 10/16
Vancouver Business Journal	April 2018	-	Cancel paid for by EDC
		<u>\$ 25</u>	

2021 Port of Skamania County

2020 Actual Property Taxes Levied

Assessed Value	Rate / \$1,000 AV*	Levy Amount
\$ 892,137,071	\$ 0.350091	\$ 312,329
State Assessment		\$ 1,763
New Construction		\$ 5,196
Total Tax Levy		\$ 319,288.22

2021 Projection at 2020 Levy

Assessed Value	Rate / \$1,000 AV*	Levy Amount
\$ 901,058,442	\$ 0.354348	\$ 319,288
State Assessment		\$ 1,763
New Construction		\$ 5,196
Total Tax Levy		\$ 326,247

2021 Projection - 1% over 2020 Levy

Assessed Value <small>(1.0% Growth)</small>	Rate / \$1,000 AV*	Levy Amount
\$ 901,058,442	\$ 0.357891	\$ 322,481.10
State Assessment		1,656.24
New Construction		6,253.18
Total Tax Levy		330,390.52

Example of House assessed at \$300,000

	Annual Amount
Option 1 - Maintain 2020 Levy:	\$ 106.30
Option 2 - 1% over 2020 Levy:	\$ 107.37

Port of Skamania County
 Fiscal Year 2021
 General Fund Budget Summary - Capital Projects Detail

Revenues (Grant & Loans)	Funding Source		Total
	Grant	Loan	
Stevenson:			-
	-	-	-
	-	-	-
North Bonneville:			
.09 Funding	16,667	-	16,667
CERB - Market Study	50,000	-	50,000
Ecology - Intergrated Planning Grant	200,000		200,000
Total Project Revenues	266,667	-	266,667

Expenses	Funding		Total
	Grant	Port Cash	
Stevenson:			
Red Barn (Rigging Loft)		15,000	15,000
Replace barn door and repair wall			-
			-
			-
North Bonneville			
Cascade Business Park (CBP)			427,667
Market and Feasibility Study	67,667		67,667
Infrustructure Upgrades		160,000	160,000
Intergrated Planning Grant	200,000		200,000
			-
			-
Total Project Expenses	267,667	175,000	442,667

2021 Cash Flow	(176,000)
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Port of Skamania County
Long-Term Debt Payment Schedule
2021

<u>Lender - Loan Description</u>	<u>Maturity Date</u>		<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>5 years remaining</u> <u>2025-2029</u>	<u>2030-2030</u>	<u>Totals</u>	
EDC - Teitzel Bldg	Jun-2029	Payment	21,530	21,530	21,530	21,530	96,885	10,878	409,183	
		Beg Bal	176,278	158,184	139,726	120,897	101,689	10,364	n/a	
		Terms								
		2% - 20 years	Principal	18,094	18,458	18,829	19,208	91,325	10,774	339,184
		Interest	3,436	3,072	2,701	2,322	5,560	104	69,999	
		End Bal	158,184	139,726	120,897	101,689	10,364	(410)	n/a	
EDC - 126 SW Cascade Ave	Jul-2025	Payment	11,909	11,909	11,909	11,909	23,823	-	190,542	
		Beg Bal	56,389	45,554	34,502	23,227	11,726	-	n/a	
		Terms								
		2% - 20 years	Principal	10,835	11,052	11,275	11,501	11,739	-	153,654
		Interest	1,074	856	634	407	176	-	24,980	
		End Bal	45,554	34,502	23,227	11,726	(13)	-	n/a	
CERB 2001 - Discovery Bldg	Jan-2021	Payment	28,250	-	-	-	-	-	310,749	
		Beg Bal	27,696	-	-	-	-	-	n/a	
		Terms								
		2% - 15 years	Principal	27,696	-	-	-	-	-	276,477
		Interest	554	-	-	-	-	-	-	34,271
		End Bal	-	-	-	-	-	-	n/a	
CERB 2008 - Teitzel Bldg	Jan-2030	Payment	73,757	73,080	72,403	71,727	348,483	-	1,136,800	
		Beg Bal	608,998	541,331	473,664	405,997	338,330	-	n/a	
		Terms								
		1% - 20 years	Principal	67,667	67,667	67,667	67,667	338,333	-	1,015,000
		Interest	6,090	5,413	4,737	4,060	10,150	-	-	121,800
		End Bal	541,331	473,664	405,997	338,330	(3)	-	n/a	
EDC - Coyote Ridge	Jul-2022	Payment	19,180	19,180	-	-	-	-	191,797	
		Beg Bal	37,183	18,819	-	-	-	-	n/a	
		Terms								
		2.5% - 10 years	Principal	18,364	18,826	-	-	-	-	170,156
		Interest	816	354	-	-	-	-	-	21,641
		End Bal	18,819	(7)	-	-	-	-	n/a	
Toyota Auto Lease	Aug-2022	Payment	4,680	3,120					12,481	
		Beg Bal	7,801	3,121					n/a	
		Term								
		3 year lease	Principal	4,680	3,120					16,940
		Interest								-
		End Bal	3,121	1				-	n/a	
EDC - Line of Credit	Sep-2037	Payment	13,643	13,643	13,643	8,374	68,216	134,002	267,438	
		Beg Bal	196,115	188,248	180,141	171,788	166,519	119,393	n/a	
		Terms								
		3% - 20 years	Principal	7,867	8,106.61	8,353	5,269	47,126	116,054	201,662
		Interest	5,776	5,536.55	5,290	5,717	21,090	17,947	68,388	
		End Bal	188,248	180,141	171,788	166,519	119,393	3,339	n/a	
Totals		Payment	172,948	142,462	119,485	113,539	537,407	144,880	3,138,921	
		Beg Bal	1,110,460	955,257	828,033	721,909	618,264	129,757	-	
		Principal	155,204	127,230	106,124	103,645	488,523	126,829	2,535,427	
		Interest	17,745	15,231	13,361	12,506	36,975	18,051	398,661	
		End Bal	955,257	828,027	721,909	618,264	129,741	2,929	-	