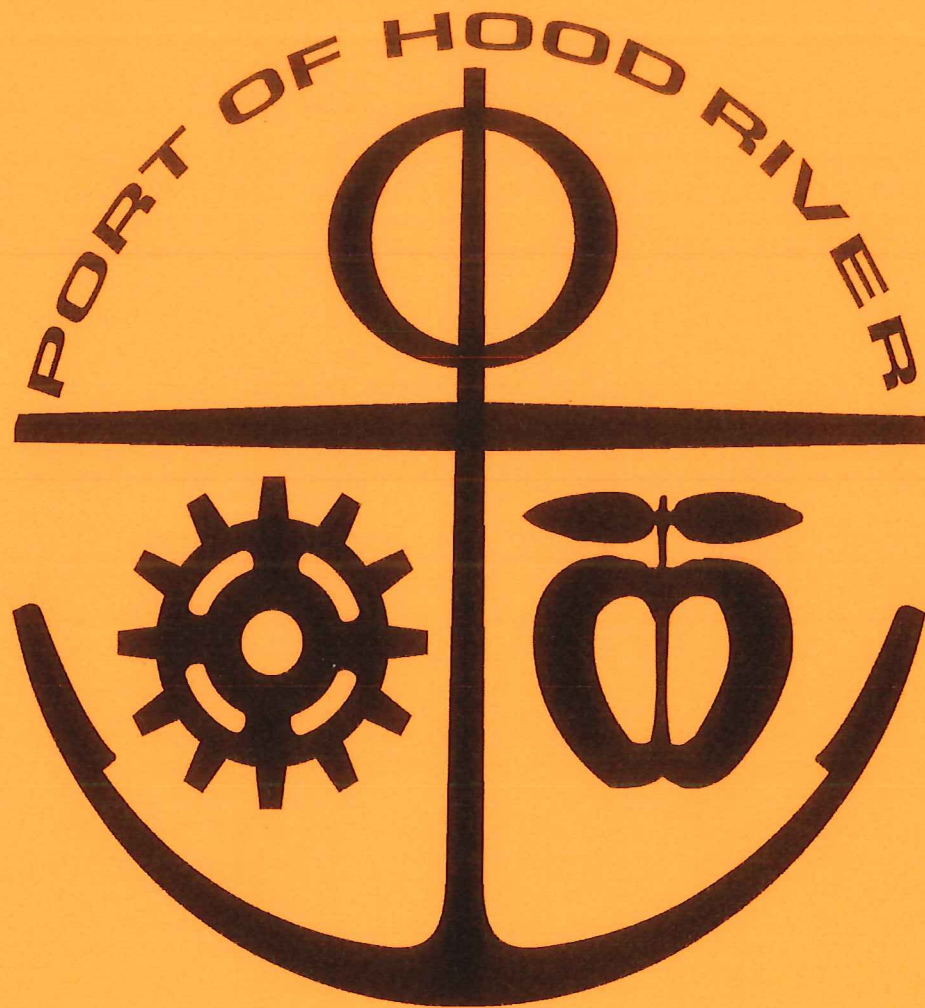


**BUDGET
FISCAL YEAR 2020-21**



ADOPTED BUDGET

BOARD OF COMMISSIONERS

JUNE 16, 2020

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Board of Commissioners

John Everitt, President
Ben Sheppard, Vice-President
Dave Meriwether, Secretary
Kristi Chapman, Treasurer
Hoby Streich, Commissioner

Budget Committee

John Benton, Term 2023
Larry Brown, Term 2023
Judy Newman, Term 2021
Svea Truax, Term 2023
Laurie Borton, Term 2020

Budget Committee Meeting – May 5, 2020
Budget Hearing – June 2, 2020
Budget Adoption – June 16, 2019

Commission Memo



Prepared by: Fred Kowell
Date: May 5, 2020
Re: Budget Committee Recommendations and for FY 2020-21

Budget Committee Members present and absent: John Benton, Laurie Borton, Judy Newman, Svea Truax and Larry Brown.

Governing Body present: John Everitt, Ben Sheppard, Dave Meriwether, Kristi Chapman and Hoby Streich.

John Everitt (Board President) called meeting to order and referred to the Budget Committee for appointment of officers to the Budget Committee.

Budget Committee nominated John Benton as President of the Budget Committee and nominated Judy Newman as Secretary. Both motions passed. Judy Newman asked staff to take minutes of the Budget Committee meeting.

Public Comment occurred with regard to noise at the airport and for the budget to allow for funding of \$200,000 for noise analysis and deployment with a separate committee overseeing this project.

Below are the changes approved by the Budget Committee regarding the Proposed Budget as it was presented to them by staff. The Approved budget adjustments are as follows:

- Use the Western Region Class B/C CPI that was published in January 2020. The CPI 2.5369% is used by the Port for compensation in the FY 2020-21 budget.
- Use a 6% rate increase for Marina and airport T-Hangar tenants to allow for those programs to be more self-sufficient.
- Add Jensen Grant to CIP/Grant Schedule
- Add Airport paving project of \$35,000 for crack seal for air Museum Drive.
- Add sale of vehicles to CIP/Grant Schedule
- Discussion of adding funding for noise abatement at the airport ensued. Budget committee members opposed creating a separate committee from the Airport Advisory Committee and rejected funding at this time. Since most of the FBO training was moved to The Dalles airport, the Budget Committee felt it might be worthwhile to see what this might do to the noise abatement issue. This is an ongoing issue that a Budget Committee member felt should continue to be investigated to see whether at a future date funding might be required to

determine what, if any, measures could be done to mitigate the noise issues that some of the accompanying landowners feel need to be done.

- More research into the CARES Act and the PPP to find where employers could file for the payroll tax benefit.
- For the Port to investigate on the Port of Cascade Locks is moving forward with putting toll collectors back in the toll booth and what OSHA required of them.
- The Budget Committee approved the Property Tax Levy at the rate of \$.0332 per thousand of assessed value for FY 2020-21. Larry Brown made motion and Judy Newman seconded. Budget Committee unanimously approved.
- The Budget Committee approved the Proposed BY 2020-21 budget with the above modifications and discussions. Judy Newman made motion with Larry Brown seconded.

*Port of Hood River Commission
Meeting Minutes of May 5, 2020 Budget Committee Meeting
Via Remote Videoconference and Marina Center Boardroom
1:30 p.m.*

THESE MINUTES ARE NOT OFFICIAL until approved by the Port Commission at the next regular meeting.

Present: Commissioners Hoby Streich, John Everitt, Ben Sheppard, Kristi Chapman, David Meriwether; Budget Committee members: John Benton, Laurie Borton, Judy Newman, Svea Truax, Larry Brown; from staff, Michael McElwee, Fred Kowell, Genevieve Scholl, Anne Medenbach, Kevin Greenwood, Daryl Stafford, John Mann, and Maria Diaz.

Absent: None

Media: Emily Fitzgerald, Hood River News

1. CALL TO ORDER: President John Everitt called the meeting to order at 1:32 p.m.

2. ELECTION OF OFFICERS:

Motion: Move to elect Laurie Borton as Budget Committee Chair.
Move: Larry Brown
Second: None – Laurie Borton declined the nomination.

Motion: Move to elect John Benton as Budget Committee Chair.
Move: Laurie Borton
Second: Larry Brown
Vote: Unanimous

MOTION CARRIED

President John Everitt turned the meeting over to Chairman Benton, who then confirmed the appointment of Michael McElwee, Executive Director, as Budget Officer.

Motion: Move to elect Judy Newman as Secretary.
Move: John Benton
Second: Larry Brown
Vote: Unanimous

MOTION CARRIED

There was a consensus to have the minutes recorded by staff.

3. PUBLIC INPUT: Chris Robuck, Hood River resident, spoke and submitted written comment urging the Budget Committee to allocate funds in the FY20/21 budget to find solutions to airport noise. Ms. Robuck suggested that funds received from the FAA be designated to addressing the issue of airport noise impacts. Ms. Robuck answered questions from Budget Committee members.

4. BUDGET MESSAGE: There was consensus that McElwee would provide highlights of the Budget Message rather than read the Message verbatim that was included in the Budget packet. McElwee explained that the annual budget is prepared in conformance with financial policies and reviewed the timeline of budget adoption. The Port functions on a fiscal year basis as a Municipal Corporation in the State of Oregon in accordance with ORS 777 and other statutes. The Port operates under three funds: General Fund for general governmental activities, Revenue Fund for business-type activities, and Bridge Repair and Replacement Fund for capital improvements and replacement efforts of the Hood River/White Salmon Interstate Bridge. Additionally, McElwee reviewed the Port's Financial Policies: The Port reserves an amount at least equal to 10% of the Port's depreciable assets. The Port's overall debt service coverage ratio should equal to 2.0 or greater. The Port will pursue a Cash-on-Cash rate of return before debt service that exceeds the average cost of debt for the Port.

McElwee highlighted the uncertainties presented by the COVID19 to the FY 2020-21 budget. McElwee noted that without knowing the direct impacts on Port operations, a limited extent and responsible decisions could only be made at this time due to the pandemic. McElwee noted the proposed budget effectively is presented as a "base case," year-to-year conditions for budget purposes. McElwee opened up the discussion for questions: Newman sought information for the amount of revenue loss from the closure of the bridge. McElwee noted an approximate loss of Revenue from the bridge at \$600k and highlighted requests for rent relieves from tenants. Kowell confirmed the major loss of revenue is from the bridge tolls at \$618,000, with 25% Mon-Fri and 50% on weekend less traffic. Brown asked when Kowell expected to begin bridge tolls. Kowell noted the license plate recognition started at the beginning of May. Chapman asked if Port staff has looked at only operating with known costs with a review in six months. Kowell noted Port is essentially is creating a conservative budge with ways to make a supplemental budget.

McElwee proceeded to review the Asset Areas:

Industrial/Commercial Properties: Overall, vacancy rates in the Port's industrial and commercial real estate portfolio remain very low, around 1%. Lots of unknowns due to COVID19. McElwee note Lower Mills remains in negotiations businesses that continue to be interested in purchases on lots. McElwee noted the Port retained an architect to prepare concept plans for and industrial building that could be built and held for Port's Portfolio. Despite COVID19 conditions, the Port continues to take steps to make the Lower Mill site development ready to meet future business demands. Port continues its ongoing efforts to invest in the maintenance of existing buildings to maintain its functionality and feasibility. Including roof repairs on Big Seven Building, deck painting on the Chamber building, expansion of the conditioned space within the Port Office Building, and other small capital projects. McElwee said the real estate development strategy becomes the essential guiding document for staff effort to focus on acquisitions of properties and development of Lower Mill. McElwee highlighted the Commissions' main focus on acquiring additional property, Lower Mill, and the completion of the traffic analysis for the development of Lot 1. McElwee mentioned the high cost of the Storm Water System that directly impacts the Port.

Bridge/Transportation:

McElwee noted that the Commission had reduced the amount of capital spending for the next few years on the bridge due to the efforts for Bridge Replacement Project. McElwee highlighted the proposed budget included substantial funds for critical evaluation of the span drive rack pinion, live load supports, counterweight trunnions, and wire ropes. McElwee noted the underwater inspection findings identified areas of concern of spalling and degradation near the mudline bringing an important question to the 5-year Capital Plan for the bridge. McElwee highlighted FEIS progress and also highlighted the significant expenditures that have been done for on the bridge for the steel deck, assessment on the North and South approach ramps, and license plate recognition.

Recreation/Marina:

McElwee said Marina proposed budget included small projects that included pedestrian lighting, fencing replacement at the Marina walkway, a new ADA path at the Marina Restrooms, and allocation for ongoing deck repair. Also, allocating for a new picnic shelter in Marina Park due to heavier use in the summer months. McElwee mentioned all events at Waterfront had canceled.

Airport:

McElwee noted two significant capital projects. Connect VI Project, and North Ramp Renovation Project is underway at the airport and will continue to require a considerable commitment to staff time and Port financial contribution. Because of the CARE Act, the FAA announced 100% funding for the North Ramp.

Administration & Management:

McElwee noted budget increase for the 15% increase in medical insurance, CPI(2.5%), and an overall increase in personnel cost. Investment in lobbying and advocacy services, primarily directed at the bridge replacement

efforts. Port received funding for efforts to update the Port's Strategic Business Plan, however, efforts and progress suspended to COVID19. Brown asked if the Port staff has looked at funding under the CARES ACT for employees' furloughs. Kowell responded by saying that the Port is self-insured, and unemployment did not give much of a saving to the Port. Chapman offered information regarding a FEMA program. McElwee noted he would make a note to get more details for any FEMA programs the Port seek for aid. McElwee pointed the request the IBTTA (tolling agencies) has put forward for funding for tolling authorities to congress. The second effort is a letter signed by 85+ representatives along with Kurt Trader for a request for funding to Ports. McElwee concluded by mentioning key point for Bridge Replacement funding, the efforts to continues direct steps for property acquisitions, and lastly, the uncertainties impacts due to COVID19.

4. BUDGET REVIEW: Fred Kowell, Chief Financial Officer, reviewed and discussed the budget with the Budget Committee and Port Commission. Kowell presented proposed budget figures in detail; including, Personnel, Personnel cost and Benefits, Capital Improvements and Revenue projections. Kowell and staff members addressed questions, noted recommended modifications, and comments as the budget was reviewed. Budget Documentation will be attached to the bound meeting minutes.

5. BUDGET DELIBERATIONS: The following recommendations were received from the Budget Committee:

Budget Amendment Recommendations:

1. Add budget allocation for asphalt repairs at the airport road in the amount of \$35,000
2. Add the amount for sales of vehicles under maintenance.
3. The public comment asks for a \$200,000 budget to support the group with regards to the airport noise - Committee did not or approve move forward with requests, but instead put the idea to consider some funding in the future if the group came with a proposed solution and the cost regarding airport noise.

6. ACTION ITEMS:

Motion: Approve current property tax levy of \$0.0332 per \$1,000 of assessed value for FY 2020-2021.
Move: Brown
Second: Newman
Vote: Unanimous
MOTION CARRIED

Motion: Move to approve the FY 2020-2021 budget as amended.
Move: Newman
Second: Brown
Vote: Unanimous
MOTION CARRIED

7. ADJOURN:

Chairman Benton adjourned the meeting at 4:08 p.m.



To: Port of Hood River Budget Committee

From: Michael McElwee, Budget Officer

Date: May 5, 2020

Re: Budget Message for Fiscal Year 2020-21

The annual budget for the Port of Hood River is prepared by staff for review and approval by the Budget Committee and subsequent adoption by the Port of Hood River Commission. This memorandum provides a management summary of issues facing the Port, an overview of the FY 2019-20 Proposed Budget and other information in accordance with O.R.S. 294.

Overview

The Port operates on a fiscal year that begins July 1 and ends June 30. The budget is a key document by which the Port Commission's policy and project direction is planned and implemented. Public input is sought and welcome at all stages of budget preparation.

Budget preparation follows these key steps as required by state statute:

- A **Proposed Budget** is prepared by the Port's designated Budget Officer based on discussions at the Commission's Spring Planning meeting. This year, the Spring Planning meeting was held on **April 7, 2020**.
- The Budget Committee meets on **May 5, 2020** to discuss the Proposed Budget, makes changes as needed and approves it by formal vote. Upon approval, the Proposed Budget becomes the **Approved Budget**. Formal approval of the tax rate for the upcoming fiscal year is also required by the Budget Committee
- The Approved Budget is the subject to a **public hearing** when the Commission seeks formal testimony from members of the public. This year the public hearing is scheduled to occur on Tuesday, **June 2, 2020**.
- The Commission then meets on **June 16, 2020** to consider any final changes and then approve the **Adopted Budget** which takes effect on **July 1, 2019**.

Budget Preparation Overview

The Port of Hood River is a Municipal Corporation in the State of Oregon and operates in accordance with ORS 777 and other statutes. All budget activities of the Port are categorized within the following three funds:

- **General Fund:** Includes activities related to general governmental activities. The revenue comes from property tax receipts. Since property taxes are insufficient to pay all governmental related expenditures, there is a transfer from the Revenue Fund for the difference.
- **Revenue Fund:** Most of the Port's activities are business-type activities and are accounted for in the Revenue Fund which is considered an Enterprise Fund. The primary revenues are from bridge tolls, tenant leases, and marina, airport, waterfront fees. The revenues and expenditures are identified then allocated to asset centers.
- **Bridge Repair and Replacement Fund:** This fund segregates revenues and expenditures related to capital improvements associated with the Hood River-White Salmon Interstate toll bridge. This fund is considered a Special Revenue fund and its sources of revenue are grant monies, bond receipts, and a portion of toll revenue from the 1994, 2012 and 2018 toll increases. These monies are transferred from the Revenue Fund. Expenditures for this fund are associated with capital improvements that extend the bridge's useful life, maintenance and replacement planning. This fund also reflects debt service payments associated with bonded indebtedness related to bridge improvements. In addition, this fund records the activities for the replacement of the existing bridge.

Port of Hood River Financial Policies

The Port's annual budget is prepared in conformance with state law and its own financial "Financial Administrative Policies and Procedures" adopted in 2012. In particular, three financial policies govern the long-range financial planning and annual budget preparation of the Port:

- The Port reserves an amount at least equal to 10% of the Port's depreciable assets.
- The Port's overall debt service coverage ratio should equal 2.0 or greater.
- The Port will pursue a Cash-on-Cash rate of return before debt service that exceeds the average cost of debt for the Port.

Budget Highlights

NOTE: *The novel coronavirus pandemic known as COVID-19 began to emerge in the State of Oregon in March 2020. On March 16, 2020 Oregon Governor Kate Brown issued Executive Order 20-12 which implemented "social distancing" requirements, significantly curtailed non-essential business operations and focused attention and efforts on ensuring that medical facilities throughout the state were prepared for a significant caseload of COVID-19 patients. The Proposed FY 2020-21 budget has been prepared during a time of quickly unfolding events and ongoing decision-making at the federal, state and local level. The societal and economic effects of these events and decisions cannot be determined at this time. Likewise, the direct impacts on Port operations can only be predicted to a limited extent and responsible fiscal decisions cannot be made at this time. Therefore, the budget highlights below represent a "base case", year-to-year conditions for budget purposes. Staff and the Commission will need to carefully monitor the impacts of the COVID-19 pandemic throughout the FY 2020-21 and make appropriate decisions to respond to community needs at the same time acting in a fiscally conservative manner.*

The following sections are highlights of the FY 2020-21 Proposed Budget organized by major asset areas of the Port's operations.

ASSET AREAS

Industrial/Commercial Properties

- Overall vacancy rates in the Port's industrial and commercial real estate portfolio remain very low, around 1%. This is a very positive condition; however, some vacancy loss is likely due to COVID-19 as current lessees undergo various degrees of business stress. In addition, on April 22, 2020 the Commission approved a Rent Relief Policy that allows for lease payments to be deferred to help during this time of economic stress. With the current low vacancy rate, the Port is unable to respond to the needs of some businesses for expansion.
- Most site preparation work at the 11.36-acre *Lower Mill Industrial Subdivision* has been completed, including construction of an access driveway in FY 2019-20. However, in FY 2019-20 the Port delayed the permitted filling of small wetland due to budget challenges associated with the Airport N. Ramp Project. That fill is budgeted in FY 2020-21 and will need to occur to make the entire site development ready. The Port continues to market the remaining lots and negotiations continue with a private business for one lot. The COVID-19 situation is likely to delay or cancel that transaction. Separately, the Port has retained an architect to prepare concept plans for an industrial building that could be built and retained in the Port's portfolio. \$1.75 million is budgeted for the purpose in the proposed FY 2020-21 budget. Despite COVID-19 conditions, the Port continues to take steps to make the Lower Mill site development ready to meet future business demand.
- In FY 2019-20 the Port continued its ongoing efforts to invest in the maintenance of existing Port leased buildings to maintain their functionality and leasability. This effort will continue with an expected \$250,000 expenditure for roof repair on the Big 7 Building, painting of the Chamber Building deck and expansion of the conditioned space within the Port Office Building for file storage and relocation of the money counting room. An investment of \$157,000 in windows, paving and door replacement at the Jensen building is contemplated in this budget.
- Throughout FY 2019-20 the Port Commission and staff worked extensively on a real estate development strategy ("Strategy") that assessed several potential actions related to leased property management and real estate development. The property management evaluation resulted in a new lease form with terms that provide greater recapture of each building's common area costs. Over time, as leases are renewed, this will lead to an increased return to the Port. The Strategy also identified several acquisition and development opportunities and in the FY 2020-21 Proposed Budget reserves funding for potential acquisition of land near Exit #62 and the aforementioned construction of a new building at Lower Mill.

- Planning efforts for the future development of Lot #1 on the waterfront have been advancing for several years with City approval of a 'Preliminary Subdivision Plan' in 2017, Port approval of 'Public Infrastructure Framework Plan' in 2019 and an update to the waterfront traffic model now underway. However, the high cost of infrastructure, primarily roads and utilities, presents a significant challenge to the next stage of development preparation. It does not now appear that tax increment financing from the Waterfront Urban Renewal District will be available for this next phase. Staff is now working to identify a phased approach to development of Lot #1, which might allow lower cost first phase work to move forward such that several lots would be development ready. The Proposed FY 2020-21 budget assumes funds for engineering for this first phase of infrastructure work if this approach is accepted by the City.

Bridge/Transportation

- The Port completed two high priority bridge projects in FY 2019-20, replacement of the lift span motors and installation of a new skew system. In FY 2020-21, capital spending on bridge improvements is expected to be significantly reduced while the focus is on bridge replacement efforts. The Proposed FY 2020-21 budget does allocate funds for important evaluation of the span drive rack pinion shafts, live load supports, counterweight trunnions and wire ropes. This assessment will help determine the extent of cost and timing of future capital improvements to these critical bridge components.
- The FY 2020-21 Proposed Budget assumes an increase in expenditures for repairs to the guard rail and steel deck, both of which incur extensive damaged in places from vehicle impacts.
- Underwater inspections of several bridge piers in late 2019 identified areas of concern, notably areas of spalling and degradation near the mudline. The FY 2020-21 Proposed Budget allocates funding for further underwater inspections and engineering/permitting analysis of these conditions.
- Good progress continues on completion of the Final Environmental Impact Statement ("FEIS"), an important pre-condition to bridge replacement. The FEIS is on schedule for completion in June 2021; therefore, most of the remaining \$5 million allocation from the State of Oregon will be expended in the next fiscal year.
- Significant expenditures have been made over the last two fiscal years to implement License Plate Recognition tolling technology and the system is operational. However, the prohibition from using PPE for toll staff due to COVID-19 resulted in the closure of the toll booth on March 17 followed by the Commission decision to suspend all tolling operations on March 20. These deliberate decisions were necessary to protect staff and responds to a community emergency but resulted in an estimated \$600,000 decrease in revenue. Tolling operations are expected to resume May 1 using All Electronic Tolling ("AET"), a temporary measure utilized until the toll booth can be staffed again. This

effort required additional and unexpected programming, communications and third-party agreement costs. In FY 2020-21 there will be ongoing uncertainty about the resumption of regular tolling operations and financial impact of the AET system. The FY 2020-21 Proposed Budget does allocate funds for continued development of the AET back office support system, PCI compliance, Twilio integration and other administrative tools.

- In late 2019, negotiations were successfully completed on an agreement with the Port of Cascade Locks (POCL) to provide support services for implementation of electronic tolling at the Bridge of the Gods. The system went live with a generally flawless execution in early 2020. The agreement added additional costs but was more than offset by revenues to the Port and is considered a new revenue center going forward,

Recreation/Marina

- The FY 2020-21 Proposed Budget assumes funding for various smaller capital projects associated with the Port's recreational holdings including pedestrian lighting at the Footbridge, fencing replacement at the Marina walkway, a new ADA path at the Marina Restroom and an allocation for ongoing dock repairs in the Marina. It also allocates \$50,000 for a new picnic shelter in Marina Park, an area that is seeing heavier use in the summer months. The budget also includes modest allocations to each of the primary recreation sites, generally for landscaping or minor repairs or upgrades.
- The FY 2020-21 Proposed Budget assumes that an agreement can be reached with OSMB regarding an approach to upgrading the Visitor Dock which has suffered deterioration, especially at the grounding floats and ramp connection joints. Funds are allocated to initiate engineering plans and a COE/DSL permit submittal. The project could only be carried out with significant grant funding from the OSMB.
- The FY 2020-21 Proposed Budget assumes continuation of a financial contribution to the Hood River County Sheriff to pay for more frequent waterfront patrols and reimbursement of fueling costs the sheriff's boat at the Fuel Dock during the summer months. However, the Marine Deputy is leaving for another position and it is unclear how the position will be carried out in the future. The Proposed budget also contemplates another 6% rate increase to bring the Marina in line with its expenditures.
- The Port installed pay parking kiosks on the Port waterfront streets in July 2018. The FY 2020-21 Budget allocates funds for maintenance of kiosks, staff costs associated with enforcement and for additional signage. It is likely that parking revenue will decrease in FY 2020-21 due to the lower expected waterfront use due to COVID-19. For example, all major events have cancelled for summer 2020 and this will have a limited but important impact on operating revenues that help cover waterfront maintenance expenses.

Airport

- Two significant capital projects are underway at the Airport that will continue to require a major commitment of staff time and Port financial contributions:

- Connect VI Project: Technology and Emergency Response Center -- Engineering plans and specifications were completed in late 2019 and all permits were obtained after long delays. The bid process was completed, and the low bid received was under budget. The first phase of construction started in March 2020 and is expected to be completed in early fall. Total project cost is approximately \$1.88 million with a \$1.4 million grant under the State's Connect VI program awarded in 2016 and the Port will be responsible for the local match. \$200,000 was obtained from Hood River County's Windmaster Urban Renewal District tax increment financing. The balance is in the FY 2020-21 Proposed Budget.
- North Ramp Renovation Project. Contractor selection is also complete for this project immediately adjacent to the COVI Project above. Total project cost is \$2.55 million and in April, the FAA announced that they will cover 100% of project costs instead of the normal 90%. However, the construction start has been delayed pending preparation of a revised FAA funding agreement. The work is also expected to be completed by early fall.

Both of these projects represent a significant investment in the Airport's infrastructure and primarily utilize grant funds from other agencies. The work brings typical cost and schedule risk that could impact the FY 2020-21 budget.

- A substantial increase in airport activity over the past two years resulted in complaints from airport neighbors about constant aircraft noise. Although a "Fly-Friendly" program was implemented, and the primary aviation business modified its operations, noise complaints will likely remain a challenge to some activities and operations and at the Ken Jernstedt Airfield.
- An increase in T-Hangar lease rates was implemented in FY 2018-19 and another 6% increase in rates is contemplated in the FY 2020-21 Proposed Budget. The Port will continue to take these steps to ensure that the Airport can maintain a positive operating cash flow.

Administration & Management

- The Port provides medical insurance for all full-time employees and pays 90% of the premium. Employees pay 10%. Under our current insurance policy, premiums are expected to increase by about 15% in FY 2020-21. The new rates are comparable to other insurers in the area.
- The Port's PERS obligation will not increase this next fiscal year.
- Typically, the Commission considers an increase in annual staff salary associated with annual change in the Consumers Price Index for the Western Region Class B/C as the benchmark rate. The Proposed Budget includes a CPI increase of 2.5369% for eligible

staff based on this index. Overall, personnel costs (Wages, PERS, Healthcare, Taxes) are budgeted to increase by 5.7%. However, the Commission will need to determine whether COLA or step increases are feasible given the potential impacts of COVID-19.

- Continued investment in lobbying and advocacy services, primarily directed at Bridge replacement efforts is increased in the FY 2020-21 Proposed Budget due to the coming 2021 long Legislative Sessions in both Oregon and Washington. The total budget allocation is \$187,000 divided between State and Federal efforts.
- There was turnover of two employees in FY 2019-20. One office intern was hired to replace our front office customer service and back office administrative support. The stability and the overall quality of the staff is a significant asset to the Port given the continuing high workloads. The demand to meet financial and administrative obligations associated with grants, bridge replacement, tolling technology and financial reporting continues. The COVID-19 impacts to the Port's fiscal condition led the Commission to consider implementing some form of limited unpaid days off for full-time staff in late FY 2019-20. Such measures may need to be considered in FY 2020-21.
- The Port's regional collaboration efforts, primarily carried out through the OneGorge organization, are proposed to remain at current budget levels but with a reduction in staff demands as the coordinator function has now been moved to the Special Projects Manager of the Port of Cascade Locks, and fiscal sponsorship has moved to the Mt. Adams Chamber of Commerce.
- The FY 2019-20 Proposed Budget included meaningful funding to update the Port's Strategic Business Plan (SBP). A \$50,000 grant was received from the State of Oregon for this effort and significant progress was made until COVID-19 led to a suspension of efforts in March 2020. The effort is expected to resume in summer 2020 and be completed in fall. A significant aspect of the SBP is to identify and implement steps that will allow the Port to carry out its public mission without the benefit of the bridge asset.
- The FY 2020-21 Proposed Budget includes funding for conversion of a portion of the garage in the Port Offices to conditioned interior space. This work was budgeted for FY 2019-20 but only the architectural plans were prepared before temporary suspension of the project. When complete, the work will allow relocation of file storage areas and an increase in usable space near the front office and increased office productivity.

SUMMARY

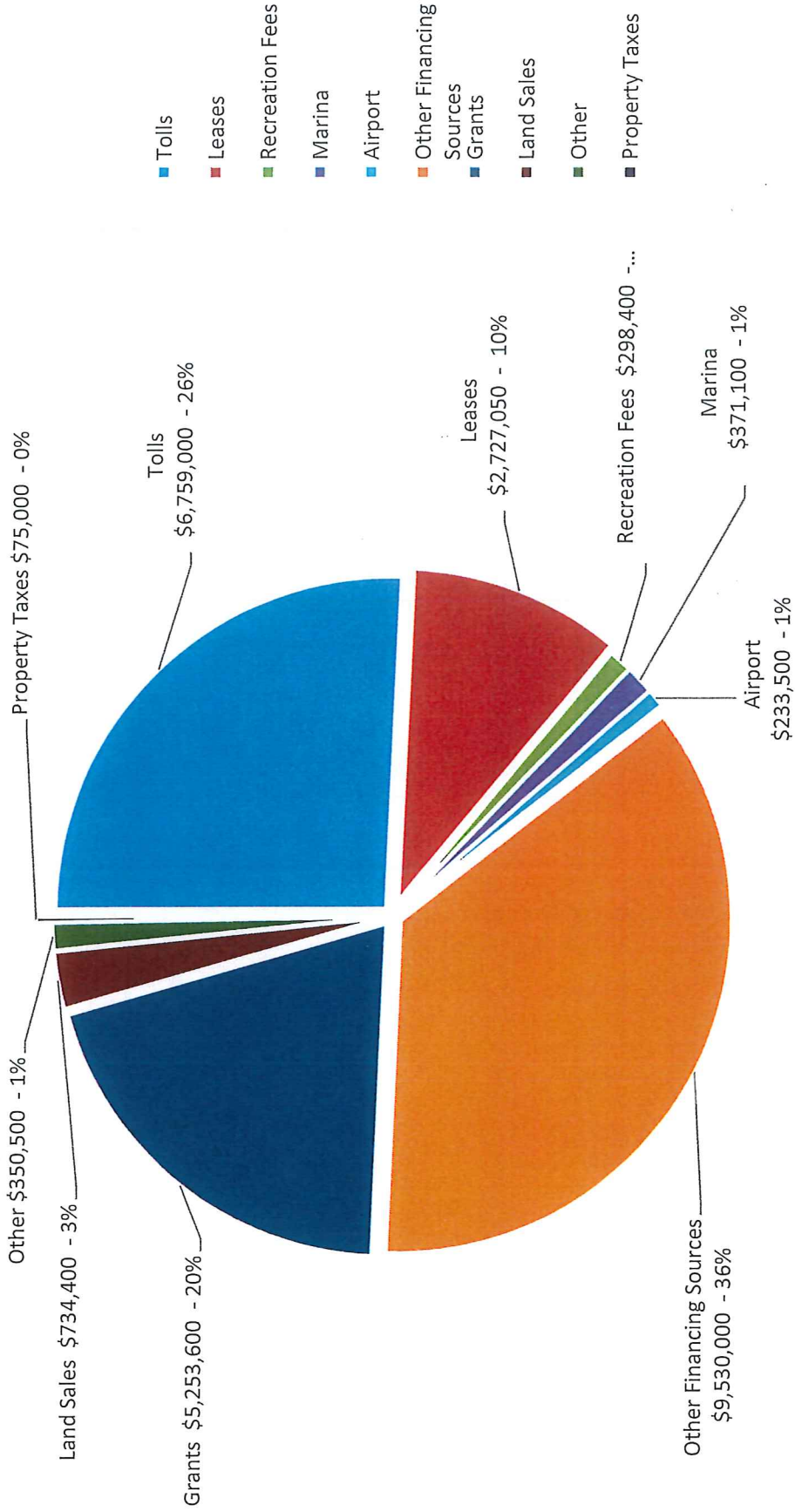
The FY 2020-21 Proposed Budget reflects project priorities, staffing levels and capital and administration expenditures that staff believes are consistent with the Port's mission and direction from the Port Commission. FY 2020-21 is expected to bring greater certainty relative to bridge replacement efforts with 100% completion of the FEIS. Yet it remains a significant challenge to identify funding for the next phase of pre-development work for a new bridge—including financial modeling, traffic & revenue studies and evaluation governance/ownership

structures. If these next phase funding efforts prove unsuccessful, the primary focus for the Port must remain the ongoing maintenance and safe operation of the existing bridge. The Port Commission continues to consider reasoned real estate investments and enterprise activities that can lead to enhanced revenue streams in the future. However, the duration and extent of the impacts of COVID-19 on Port revenues are highly uncertain and could be significant. This means that that Port staff and Commission must consider spending decisions carefully throughout the next fiscal year.

Following the Budget Committee's review, modification and approval of a Proposed Budget the Commission will conduct a hearing, currently scheduled for June 2, 2020. Any final changes will be included in the adopted budget which will occur June 16, 2020.

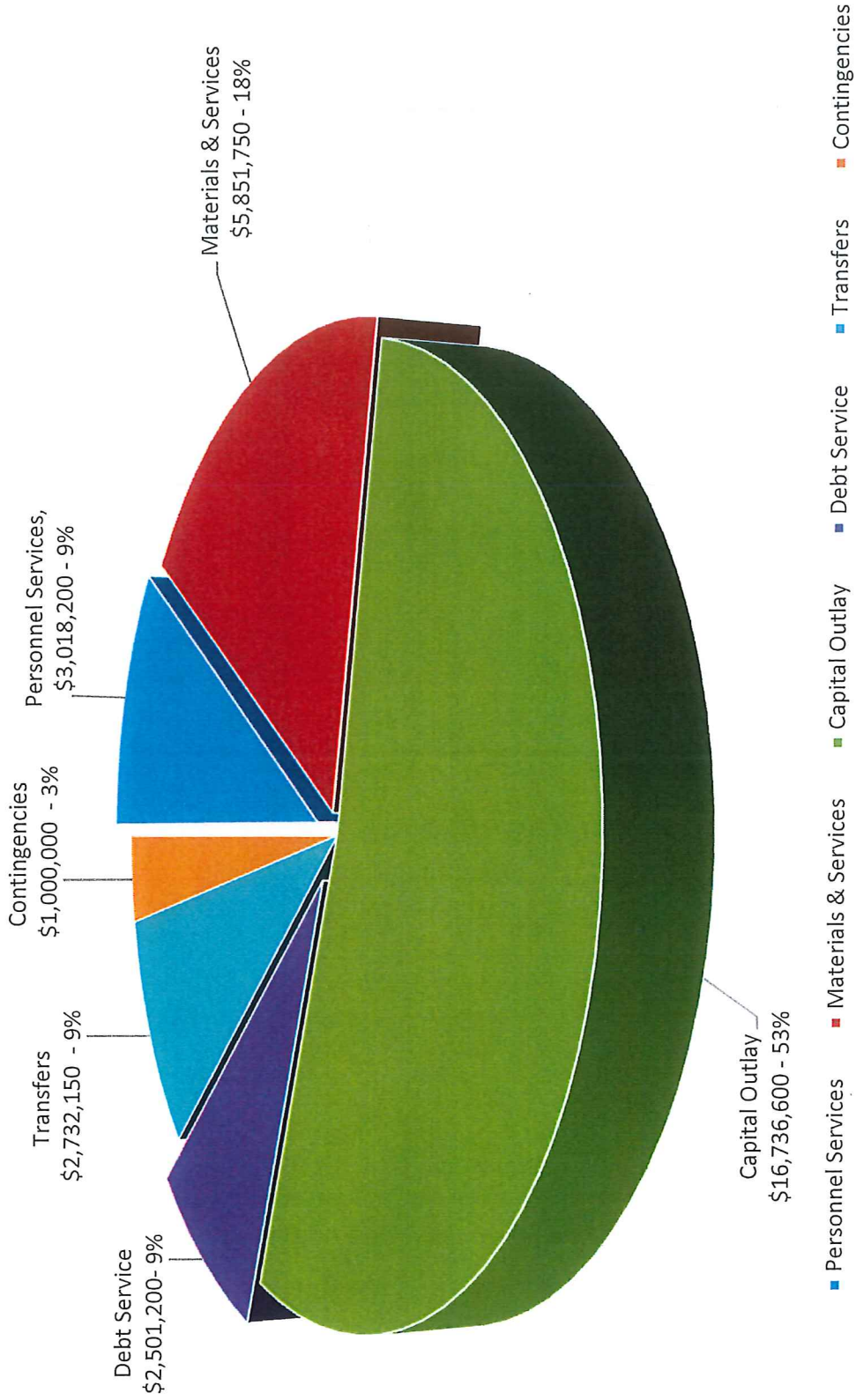
GRAPHS

PORT OF HOOD RIVER
 Schedule of Revenues
 Adopted Budget
 FY 2020-21



Total Revenues - \$26,332,550

PORT OF HOOD RIVER
 Schedule of Expenditures
 Adopted Budget
 FY 2020-21



Total Appropriations - \$31,840,200

BUDGET STATEMENTS

- GENERAL FUND
- REVENUE FUND
- BRIDGE REPAIR & REPLACEMENT FUND

PORT OF HOOD RIVER
GENERAL FUND

BUDGET FOR FISCAL YEAR 2020-21

HISTORICAL DATA		ADOPTED		BUDGET FY 2020-21		
2 YRS PRIOR	* 1YR PRIOR *	BUDGET	FY 2019-20	* PROPOSED	* APPROVED	ADOPTED
FY 2017-18	FY 2018-19	FY 2019-20				
1	139,218	\$ 212,409	\$ 288,800			
2	3,207	7,514	6,300			
3						
4	142,425	219,923	295,100			
5						
6	69,984	72,877	71,800			
7	69,984	72,877	71,800			
8						
9			3,500			
10	459,775	545,471	687,750			
11						
12	\$ 672,184	\$ 838,271	\$ 1,058,150	\$ 1,044,750	\$ 1,044,750	\$ 1,044,750
13						
14						
15						
16	5,850	4,800	6,000	6,000	6,000	6,000
17	121,360	123,740	95,800	94,400	94,400	94,400
18	-	19,602	35,000	35,000	35,000	35,000
19	453	11,939	48,400	54,200	54,200	54,200
20	\$ 127,663	\$ 160,081	\$ 185,200	\$ 189,600	\$ 189,600	\$ 189,600
21						
22	48,550	48,550	48,550	48,550	48,550	48,550
23	-	-	1,000	1,000	1,000	1,000
24	-	-	5,000	5,000	5,000	5,000
25	25,724	17,619	35,000	31,400	31,400	31,400
26	26,787	22,879	28,000	32,000	32,000	32,000
27	36,040	34,134	42,300	50,200	50,200	50,200
28	2,607	3,166	4,000	4,000	4,000	4,000
29	127,331	172,943	174,000	187,000	187,000	187,000
30	13,072	21,760	168,000	118,000	118,000	118,000
31	28,410	34,942	39,000	39,000	39,000	39,000
32	20,105	20,323	18,000	22,000	22,000	22,000
33	3,486	9,074	15,000	10,000	10,000	10,000
34	\$ 332,112	\$ 385,390	\$ 577,850	\$ 548,150	\$ 548,150	\$ 548,150
35						
36						
37						
38	\$ 459,775	\$ 545,471	\$ 763,050	\$ 737,750	\$ 737,750	\$ 737,750
39						
40						
41	\$ 127,663	\$ 160,081	\$ 185,200	\$ 189,600	\$ 189,600	\$ 189,600
42	332,112	385,390	577,850	548,150	548,150	548,150
43	-	-	-	-	-	-
44	-	-	-	-	-	-
45	\$ 459,775	\$ 545,471	\$ 763,050	\$ 737,750	\$ 737,750	\$ 737,750
46	\$ 212,409	\$ 292,800	\$ 295,100	\$ 307,000	\$ 307,000	\$ 307,000
47	\$ 672,184	\$ 838,271	\$ 1,058,150	\$ 1,044,750	\$ 1,044,750	\$ 1,044,750

PORT OF HOOD RIVER
GENERAL FUND
SCHEDULE OF MATERIALS AND SERVICES

	Actuals		Budget	
	2017-18	2018-19	2019-20	2020-21
<u>Lease</u>	48,550	48,550	48,550	48,550
<u>Community Benefit Initiative</u>	0	0	5,000	5,000
<u>Utilities</u>				
Electric	-	-	800	800
Gas	-	-	200	200
	-	-	1,000	1,000
<u>Supplies and Other</u>				
Phone/IT	3,202	5,331	7,500	6,500
Copier/Postage	5,634	6,131	6,000	7,000
GorgeNet/web site	369	403	900	900
Election	2,896	1,507	5,000	3,000
Training/Software			4,500	4,500
Audit Filing	300	-	400	400
Notices			600	600
Advertising/Communications	465	5,688	4,600	3,000
Govt ethics	675	-	500	500
Misc	857	3,060	5,000	5,000
	14,398	22,120	35,000	31,400
<u>Travel & Meeting</u>	26,787	29,981	28,000	32,000
<u>Dues & Memberships</u>				
Special Districts Assoc of OR	4,086	3,832	4,100	4,100
Gorge Technology Alliance	500	500	500	500
Pacific NW Waterways	6,640	14,125	6,900	14,500
Oregon Public Ports Assn.	4,570	4,754	4,900	4,900
Rotary Club HR	897	789	1,200	1,200
Hood River Energy Council			10,000	10,000
Oregon Economic Dev. Assn.	250	250	300	300
Oregon Ethics Commission	570	570	600	600
One Gorge	5,000	867	2,500	2,500
Oregon Purchasing Dues	500	500	500	500
Gorge Sailing/WAAAM/Other	750	250	1,000	1,000
Oregon Airport Mgmt Assn.			500	500
Mid-Columbia Economic	1,936	2,380	2,200	2,600
GASB/OGFOA	465	160	500	500
Mid-Columbia Economic	1,000	1,000	1,000	1,000
Oregon Rail User's League	500	500	500	500
IBTTA (2017 and 2018)	7,216	5,907	6,100	6,100
HR Chamber/DBA/Other	600	250	3,100	3,000
	35,480	36,634	42,300	50,200
<u>Insurance</u>				
General Liability	1,629	2,196	2,700	2,700
Workers Comp	240	179	400	400
Public Emp	322	376	500	500
Treasurer Bond	415	415	400	400
	2,606	3,166	4,000	4,000
<u>Professional Services</u>				
Federal Govt Affairs	43,781	75,045	90,000	96,000
State Govt Affairs	71,088	97,898	84,000	91,000
IT	2,116	-	8,000	8,000
Other	10,346	1,924	125,000	75,000
Legal	8,872	15,635	30,000	30,000
Retainer	4,200	4,200	5,000	5,000
	140,403	194,702	342,000	305,000
<u>Audit</u>				
Regular	28,410	27,840	29,000	29,000
Fed Single/Pension	-	-	10,000	10,000
	28,410	27,840	39,000	39,000
<u>Miscellaneous</u>				
Newsletters	20,105	20,323	18,000	22,000
Press Releases/Advertisements	3,486	4,574	15,000	10,000
	23,591	24,897	33,000	32,000
Total General Fund	\$ 320,225	\$ 387,890	\$ 577,850	\$ 548,150

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2020-21

FORM LB 20

HISTORICAL DATA		ADOPTED BUDGET		ADOPTED BUDGET		ADOPTED BUDGET	
2YRS PRIOR FY 2017-18	1YR PRIOR FY 2018-19	ADOPTED FY 2019-20	ADOPTED FY 2019-20	PROPOSED	APPROVED	ADOPTED	ADOPTED
1	7,009,347	7,237,925	7,247,500	\$	10,350,000	\$	10,350,000
2	116,013	182,592	150,000		150,000		150,000
3	7,125,360	7,420,517	7,397,500	\$	10,500,000	\$	10,500,000
4							
5							
6	4,953,775	5,908,313	6,260,000	\$	5,846,500	\$	5,846,500
7	5,050	5,130	12,500		12,500		12,500
8	-	-	70,000		130,000		130,000
9	-	-	1,000		900,000		900,000
10	5,000	-	-		900,000		900,000
11	4,963,825	5,913,443	6,343,500	\$	6,889,000	\$	6,889,000
12							
13							
14							
15	265,731	286,801	295,800		359,000		359,000
16	64,878	62,913	72,000		61,800		61,800
17	18,714	26,384	28,000		25,000		25,000
18							
19	349,323	376,098	395,800	\$	445,800	\$	445,800
20							
21	345,316	357,640	362,900		524,000		524,000
22	90,427	90,846	103,000		81,600		81,600
23	41,004	40,766	42,800		9,000		9,000
24			1,835,000		50,000		50,000
25	476,747	489,252	2,343,700	\$	664,600	\$	664,600
26							
27	184,591	450,351	152,400		473,900		473,900
28	34,464	23,562	32,000		-		-
29	15,690	15,913	16,500		-		-
30							
31	234,745	489,826	200,900	\$	473,900	\$	473,900
32							
33	220,154	230,585	242,100		288,800		288,800
34	154,826	177,109	177,000		212,300		212,300
35	59,072	92,906	60,800		63,400		63,400
36	19,550	88,477	-		-		-
37	453,602	589,077	479,900	\$	564,500	\$	564,500
38							
39	71,050	76,003	78,300		94,800		94,800
40	8,288	7,786	10,000		10,600		10,600
41	7,548	7,609	7,300		6,100		6,100
42	86,886	91,398	95,600	\$	111,500	\$	111,500
43							
44	157,467	163,706	168,700		313,500		313,500
45	26,317	23,620	28,000		-		-
46	24,619	26,578	27,900		-		-
47	208,403	213,904	224,600	\$	313,500	\$	313,500
48							
49					1,730,000		1,730,000
50							

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2020-21

HISTORICAL DATA		ADOPTED BUDGET		ADOPTED BUDGET		PROPOSED		APPROVED		ADOPTED	
2YRS PRIOR FY 2017-18	1YR PRIOR FY 2018-19	ADOPTED FY 2019-20	BUDGET FY 2019-20	ADOPTED	BUDGET	PROPOSED	APPROVED	ADOPTED	APPROVED	ADOPTED	ADOPTED
51	-	-	1,129,000	1,129,000	1,129,000						
52	\$ -	\$ -	\$ 1,129,000	\$ 1,129,000	\$ 1,129,000						
53	\$ 1,809,706	\$ 2,249,555	\$ 4,869,500	\$ 4,869,500	\$ 4,869,500	\$ 5,038,200	\$ 5,038,200	\$ 5,038,200	\$ 5,038,200	\$ 5,038,200	\$ 5,038,200
54											
55											
56											
57	44,798	45,606	46,100	46,100	46,100	36,000	36,000	36,000	36,000	36,000	36,000
58	-	-	-	-	-	-	-	-	-	-	-
59	24,195	7,232	46,100	46,100	46,100	36,000	36,000	36,000	36,000	36,000	36,000
60	\$ 68,993	\$ 52,838	\$ 46,100	\$ 46,100	\$ 46,100	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000
61											
62	69,095	73,260	75,300	75,300	75,300	96,400	96,400	96,400	96,400	96,400	96,400
63	9,892	12,960	14,000	14,000	14,000	15,100	15,100	15,100	15,100	15,100	15,100
64	8,298	9,274	10,100	10,100	10,100	7,200	7,200	7,200	7,200	7,200	7,200
65											
66	\$ 87,285	\$ 95,494	\$ 99,400	\$ 99,400	\$ 99,400	\$ 118,700	\$ 118,700	\$ 118,700	\$ 118,700	\$ 118,700	\$ 118,700
67											
68	48,550	48,550	48,550	48,550	48,550	48,550	48,550	48,550	48,550	48,550	48,550
69	-	-	1,000	1,000	1,000	-	-	-	-	-	-
70	\$ 48,550	\$ 48,550	\$ 49,550	\$ 49,550	\$ 49,550	\$ 48,550	\$ 48,550	\$ 48,550	\$ 48,550	\$ 48,550	\$ 48,550
71	\$ 204,828	\$ 196,882	\$ 195,050	\$ 195,050	\$ 195,050	\$ 203,250	\$ 203,250	\$ 203,250	\$ 203,250	\$ 203,250	\$ 203,250
72											
73											
74											
75											
76	3,150	5,100	16,500	16,500	16,500	5,000	5,000	5,000	5,000	5,000	5,000
77	-	-	180,000	180,000	180,000	10,750	10,750	10,750	10,750	10,750	10,750
78	6,355	87,313	-	-	-	98,300	98,300	98,300	98,300	98,300	98,300
79	341,462										
80	\$ 350,967	\$ 92,413	\$ 12,697,400	\$ 12,697,400	\$ 12,697,400	\$ 4,464,050	\$ 4,464,050	\$ 4,464,050	\$ 4,464,050	\$ 4,464,050	\$ 4,464,050
81											
82											
83											
84	96,456	107,539	109,100	109,100	109,100	107,500	107,500	107,500	107,500	107,500	107,500
85	45,319	48,438	42,000	42,000	42,000	42,000	42,000	42,000	42,000	42,000	42,000
86	9,832	12,550	9,800	9,800	9,800	9,300	9,300	9,300	9,300	9,300	9,300
87	21,325	18,233	21,300	21,300	21,300	13,700	13,700	13,700	13,700	13,700	13,700
88	\$ 172,932	\$ 186,760	\$ 182,200	\$ 182,200	\$ 182,200	\$ 172,500	\$ 172,500	\$ 172,500	\$ 172,500	\$ 172,500	\$ 172,500
89											
90	8,495	7,812	8,500	8,500	8,500	5,700	5,700	5,700	5,700	5,700	5,700
91	4,288	3,280	4,300	4,300	4,300	2,600	2,600	2,600	2,600	2,600	2,600
92											
93	\$ 12,783	\$ 11,092	\$ 12,800	\$ 12,800	\$ 12,800	\$ 8,300	\$ 8,300	\$ 8,300	\$ 8,300	\$ 8,300	\$ 8,300
94											
95	6,693	7,061	6,800	6,800	6,800	7,200	7,200	7,200	7,200	7,200	7,200
96	602	860	600	600	600	1,100	1,100	1,100	1,100	1,100	1,100
97	1,430	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
98	4,936	4,434	4,900	4,900	4,900	3,500	3,500	3,500	3,500	3,500	3,500
99	4,319	3,798	4,300	4,300	4,300	3,000	3,000	3,000	3,000	3,000	3,000
100	2,475	3,105	2,500	2,500	2,500	3,000	3,000	3,000	3,000	3,000	3,000

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2020-21

HISTORICAL DATA		ADOPTED		BUDGET FY 2020-21		
2 YRS PRIOR FY 2017-18	1 YR PRIOR FY 2018-19	ADOPTED FY 2019-20	RESOURCE DESCRIPTION	PROPOSED	APPROVED	ADOPTED
101 \$ 20,455	\$ 19,258	\$ 20,600	TOTAL MARINA PARK	\$ 19,300	\$ 19,300	\$ 19,300
102 \$ 206,170	\$ 217,110	\$ 215,600	TOTAL WATERFRONT RECREATION	\$ 200,100	\$ 200,100	\$ 200,100
103						
104			**MARINA**			
105	194,337	220,547	MOORAGE SLIP LEASE INCOME	236,900	236,900	236,900
106	83,619	87,746	MOORAGE ASSESSMENT	84,900	84,900	84,900
107	-	7,050	STATE MARINE BOARD	7,050	7,050	7,050
108	30,340	29,340	REIMBURSABLE UTILITIES	28,000	28,000	28,000
109	9,516	7,883	MISCELLANEOUS-Transient dock	8,000	8,000	8,000
110	12,543	13,313	CRUISE SHIPS	13,300	13,300	13,300
111	8,425	-	GRANT	20,000	20,000	20,000
112 \$ 338,780	\$ 365,879	\$ 357,300	TOTAL MARINA	\$ 398,150	\$ 398,150	\$ 398,150
113						
114			AIRPORT			
115	110,912	119,594	T-HANGARS LEASES INCOME	134,100	134,100	134,100
116	23,200	27,464	HANGAR 1 LEASE INCOME	33,600	33,600	33,600
117	21,648	21,028	HANGAR LEASE INCOME	24,200	24,200	24,200
118	17,532	25,099	LAND LEASES	21,900	21,900	21,900
119	12,819	13,110	REIMBURSED UTILITIES	15,000	15,000	15,000
120	3,772	3,415	PROPERTY TAX	3,700	3,700	3,700
121	1,288,808	312,298	GRANT	3,769,000	3,769,000	3,769,000
122			LOANS			
123	500	3,370	MISCELLANEOUS	1,000	1,000	1,000
124 \$ 1,479,191	\$ 525,378	\$ 2,695,400	TOTAL AIRPORT	\$ 4,002,500	\$ 4,002,500	\$ 4,002,500
125						
126			GENERAL			
127			ADMINISTRATION GRANTS			
128		3,000	EMPLOYEE MEDICAL	2,500	2,500	2,500
129		-	MISCELLANEOUS	6,000	13,500	13,500
130	-	5,495				
131 \$ -	\$ 8,495	\$ 8,500	TOTAL GENERAL	\$ 8,500	\$ 16,000	\$ 16,000
132						
133 \$ 16,478,827	\$ 16,989,672	\$ 34,779,750	TOTAL RESOURCES	\$ 31,703,750	\$ 31,711,250	\$ 31,711,250

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2020-21

HISTORICAL DATA		ADOPTED BUDGET		BUDGET FY 2020-21	
2 YRS PRIOR FY 2017-18	1 YR PRIOR FY 2018-19	ADOPTED BUDGET FY 2019-20		PROPOSED	APPROVED

1					
2	593,412	678,771	781,700	825,800	825,800
3	246,383	256,522	354,200	406,400	406,400
4	839,795	935,293	1,135,900	1,232,200	1,232,200
5					
6	17,168	18,188	24,000	22,000	22,000
7	41,197	30,043	50,000	50,000	50,000
8	265,834	265,517	270,100	319,500	319,500
9	155,674	182,758	194,000	726,000	726,000
10	6,811	12,995	20,000	20,000	20,000
11	103,446	166,679	200,000	200,000	200,000
12	8,602	-	35,000	35,000	35,000
13	53,379	70,677	179,000	290,000	290,000
14	652,111	746,857	972,100	1,662,500	1,662,500
15					
16	197,498	261,098	321,500	306,000	306,000
17	197,498	261,098	321,500	306,000	306,000
18					
19	\$ 1,689,404	\$ 1,943,248	\$ 2,429,500	\$ 3,200,700	\$ 3,200,700

TOLL BRIDGE

PERSONNEL SERVICES					
WAGES & SALARIES					
TAXES & BENEFITS					
TOTAL PERSONNEL SERVICES					
MATERIALS & SERVICES					
ALL UTILITIES					
FIXED MAINTENANCE					
INSURANCE					
PROFESSIONAL SERVICES -Other					
PROFESSIONAL SERVICES -Legal					
CREDIT CARD PROCESSING					
TRANSPONDER WRITE-OFF					
MISCELLANEOUS REPAIRS & PURCHASES					
TOTAL MATERIALS & SERVICES					
CAPITAL OUTLAY					
CAPITAL PURCHASE					
TOTAL CAPITAL OUTLAY					
TOTAL TOLL BRIDGE					

INDUSTRIAL BUILDINGS

PERSONNEL SERVICES					
WAGES & SALARIES					
TAXES & BENEFITS					
TOTAL PERSONNEL SERVICES					
MATERIALS & SERVICES					
ALL UTILITIES					
FIXED MAINTENANCE					
INSURANCE					
PROPERTY TAX					
PROFESSIONAL SERVICES-Design & Engineering					
PROFESSIONAL SERVICES-Legal					
MISCELLANEOUS REPAIRS & PURCHASES					
TOTAL MATERIALS & SERVICES					
CAPITAL OUTLAY					
CAPITAL PURCHASES					
TOTAL CAPITAL OUTLAY					
TOTAL BIG 7 BUILDING					
Jensen Property					
PERSONNEL SERVICES					
WAGES & SALARIES					
TAXES & BENEFITS					
TOTAL PERSONNEL SERVICES					
MATERIALS & SERVICES					
ALL UTILITIES					
FIXED MAINTENANCE					
INSURANCE					
PROPERTY TAX					
PROFESSIONAL SERVICES-Design & Engineering					
PROFESSIONAL SERVICES-Legal					
MISCELLANEOUS REPAIRS & PURCHASES					
TOTAL MATERIAL & SERVICES					

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2020-21

FORM LB 31

HISTORICAL DATA				BUDGET FY 2020-21			
	2YRS PRIOR FY 2017-18	1 YR PRIOR FY 2018-19	ADOPTED BUDGET FY 2019-20		PROPOSED	APPROVED	ADOPTED
52				CAPITAL OUTLAY			
53	265,679	34,968	262,000	CAPITAL PURCHASES	195,000	195,000	195,000
54	\$ 265,679	\$ 34,968	\$ 262,000	TOTAL CAPITAL OUTLAY	\$ 195,000	\$ 195,000	\$ 195,000
55				DEBT SERVICE			
56	145,002	144,942	1,986,000	PRINCIPAL & INTEREST	1,986,000	1,986,000	1,986,000
57	\$ 145,002	\$ 144,942	\$ 1,980,000	TOTAL DEBT SERVICE	\$ 1,986,000	\$ 1,986,000	\$ 1,986,000
58	636,367	426,562	2,528,300	TOTAL JENSEN PROPERTY	2,464,100	2,464,100	2,464,100
59				***Maritime Building***			
60				PERSONNEL SERVICES			
61	26,085	25,106	26,800	WAGES & SALARIES	27,600	27,600	27,600
62	11,731	11,578	13,600	TAXES & BENEFITS	15,400	15,400	15,400
63	\$ 37,816	\$ 36,684	\$ 40,400	TOTAL PERSONNEL SERVICES	\$ 43,000	\$ 43,000	\$ 43,000
64				MATERIALS & SERVICES			
65	38,074	28,665	39,000	ALL UTILITIES	35,000	35,000	35,000
66	6,100	3,933	10,000	FIXED MAINTENANCE	10,000	10,000	10,000
67	3,966	4,697	4,900	INSURANCE	5,700	5,700	5,700
68	15,770	15,913	16,600	PROPERTY TAX	17,100	17,100	17,100
69	8,402	2,697	5,000	PROFESSIONAL SERVICES-Design & Engineering	5,000	5,000	5,000
70	520	6,820	5,000	PROFESSIONAL SERVICES-Legal	5,000	5,000	5,000
71	5,736	4,230	8,000	MISCELLANEOUS REPAIRS & PURCHASES	5,000	5,000	5,000
72	\$ 78,568	\$ 66,955	\$ 88,500	TOTAL MATERIALS & SERVICES	\$ 82,800	\$ 82,800	\$ 82,800
73				CAPITAL OUTLAY			
74	-	-	15,000	CAPITAL PURCHASES	20,000	20,000	20,000
75	\$ -	\$ -	\$ 15,000	TOTAL CAPITAL OUTLAY	\$ 20,000	\$ 20,000	\$ 20,000
76	116,384	103,639	143,900	TOTAL MARITIME BUILDING	145,800	145,800	145,800
77				***Halvard Building***			
78				PERSONNEL SERVICES			
79	42,800	37,711	41,400	WAGES & SALARIES	42,500	42,500	42,500
80	18,863	17,221	21,100	TAXES & BENEFITS	23,800	23,800	23,800
81	\$ 61,663	\$ 54,932	\$ 62,500	TOTAL PERSONNEL SERVICES	\$ 66,300	\$ 66,300	\$ 66,300
82				MATERIALS & SERVICES			
83	154,134	176,284	177,000	ALL UTILITIES	218,000	218,000	218,000
84	14,435	21,947	22,000	FIXED MAINTENANCE	27,000	27,000	27,000
85	3,430	4,037	4,500	INSURANCE	5,000	5,000	5,000
86	57,300	58,447	60,800	PROPERTY TAX	63,500	63,500	63,500
87	3,797	3,564	5,000	PROFESSIONAL SERVICES-Design & Engineering	5,000	5,000	5,000
88	1,400	4,884	5,000	PROFESSIONAL SERVICES-Legal	5,000	5,000	5,000
89	3,591	4,030	8,000	MISCELLANEOUS REPAIRS & PURCHASES	6,000	6,000	6,000
90	\$ 238,087	\$ 273,193	\$ 282,300	TOTAL MATERIALS & SERVICES	\$ 329,500	\$ 329,500	\$ 329,500
91				CAPITAL OUTLAY			
92	-	-	28,000	CAPITAL PURCHASES	28,000	28,000	28,000
93	\$ -	\$ -	\$ 28,000	TOTAL CAPITAL OUTLAY	\$ 28,000	\$ 28,000	\$ 28,000
94	299,750	328,125	372,800	TOTAL HALVARD BUILDING	423,800	423,800	423,800
95				***Timber Incubator Property***			
96				PERSONNEL SERVICES			
97	19,981	18,377	19,300	WAGES & SALARIES	20,000	20,000	20,000
98	9,009	8,757	9,700	TAXES & BENEFITS	11,000	11,000	11,000
99	\$ 28,990	\$ 27,134	\$ 29,000	TOTAL PERSONNEL SERVICES	\$ 31,000	\$ 31,000	\$ 31,000
100				MATERIALS & SERVICES			
101	12,384	10,297	13,000	ALL UTILITIES	13,000	13,000	13,000
102	10,510	4,193	6,000	FIXED MAINTENANCE	6,000	6,000	6,000
103	1,905	549	1,000	INSURANCE	1,000	1,000	1,000

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2020-21

HISTORICAL DATA		ADOPTED BUDGET		BUDGET FY 2020-21		
2YRS PRIOR FY 2017-18	1 YR PRIOR FY 2018-19	ADOPTED FY 2019-20		PROPOSED	APPROVED	ADOPTED
104	7,182	7,109	7,400	7,500	7,500	7,500
105	442	2,097	2,000	2,000	2,000	2,000
106	1,769	352	3,000	5,000	5,000	5,000
107	2,105	1,743	3,000	3,000	3,000	3,000
108	36,297	26,340	35,400	37,500	37,500	37,500
109						
110			15,000	15,000	15,000	15,000
111			15,000	15,000	15,000	15,000
112	65,287	53,474	79,400	83,500	83,500	83,500
113						
114						
115	32,948	29,665	33,600	34,500	34,500	34,500
116	14,650	13,656	17,200	19,500	19,500	19,500
117	47,598	43,321	50,800	54,000	54,000	54,000
118						
119	35,914	32,855	30,000	30,000	30,000	30,000
120	8,554	9,736	10,000	12,000	12,000	12,000
121	4,094	4,824	5,000	5,900	5,900	5,900
122	27,912	27,543	28,800	29,100	29,100	29,100
123	1,152	2,097	2,000	2,000	2,000	2,000
124		2,970	3,000	3,000	3,000	3,000
125	17,604	17,793	20,000	15,000	15,000	15,000
126	95,230	97,818	98,800	97,000	97,000	97,000
127						
128		19,942	95,000	50,000	50,000	50,000
129		19,942	95,000	50,000	50,000	50,000
130	142,828	161,081	244,600	201,000	201,000	201,000
131						
132						
133	28,499	22,812	24,500	25,000	25,000	25,000
134	13,728	10,557	12,000	13,200	13,200	13,200
135	42,227	33,369	36,500	38,200	38,200	38,200
136						
137	873	1,102	1,000	3,000	3,000	3,000
138	826	4,172	5,000	5,000	5,000	5,000
139	590	541	900	900	900	900
140	7,385	5,762	5,000	7,000	7,000	7,000
141	15,885	5,561	10,000	8,000	8,000	8,000
142		664	3,000	3,000	3,000	3,000
143	25,559	17,802	24,900	26,900	26,900	26,900
144						
145	275,070	511,887	290,000	1,730,000	1,730,000	1,730,000
146	275,070	511,887	290,000	1,730,000	1,730,000	1,730,000
147	141,256	1,853,771	-	153,500	153,500	153,500
148	141,256	1,853,771	-	153,500	153,500	153,500
149	494,112	2,416,829	351,400	1,948,600	1,948,600	1,948,600
150	1,953,635	3,695,932	4,282,000	5,847,800	5,847,800	5,847,800
151						
152						
153						

Wasco Street Incubator Property
 PERSONNEL SERVICES
 WAGES & SALARIES
 TAXES & BENEFITS
 TOTAL PERSONNEL SERVICES
 MATERIALS & SERVICES
 ALL UTILITIES
 FIXED MAINTENANCE
 INSURANCE
 PROPERTY TAX
 PROFESSIONAL SERVICES-Design & Engineering
 PROFESSIONAL SERVICES-Legal
 MISCELLANEOUS REPAIRS & PURCHASES
 TOTAL MATERIALS & SERVICES
 CAPITAL OUTLAY
 TOTAL CAPITAL OUTLAY
 TOTAL WASCO STREET BUSINESS PARK

HANEL LOWER MILLS
 PERSONNEL SERVICES
 WAGES & SALARIES
 TAXES & BENEFITS
 TOTAL PERSONNEL SERVICES
 MATERIALS & SERVICES
 ALL UTILITIES
 FIXED MAINTENANCE
 INSURANCE
 PROFESSIONAL SERVICES-Design & Engineering
 PROFESSIONAL SERVICES-Legal
 MISCELLANEOUS REPAIRS & PURCHASES
 TOTAL MATERIALS & SERVICES
 CAPITAL OUTLAY
 TOTAL CAPITAL OUTLAY
 TOTAL HANEL LOWER MILLS

TOTAL INDUSTRIAL BUILDINGS
 COMMERCIAL BUILDINGS
 State DMV Office Building
 PERSONNEL SERVICES

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2020-21

FORM LB 31

HISTORICAL DATA				EXPENDITURES			
	2YRS PRIOR	1 YR PRIOR	ADOPTED	DESCRIPTION			
	FY 2017-18	FY 2018-19	FY 2019-20		PROPOSED	APPROVED	ADOPTED
154	16,565	15,454	16,400	WAGES	16,800	16,800	16,800
155	7,451	7,336	8,200	BENEFITS	9,400	9,400	9,400
156	24,016	22,790	24,600	TOTAL PERSONNEL SERVICES	26,200	26,200	26,200
157				MATERIALS & SERVICES			
158	6,740	8,202	11,000	ALL UTILITIES	10,000	10,000	10,000
159	4,946	4,437	7,000	FIXED MAINTENANCE	5,000	5,000	5,000
160	985	1,153	1,500	INSURANCE	1,500	1,500	1,500
161	1,492	1,903	2,000	PROPERTY TAX	4,200	4,200	4,200
162	442	2,097	1,000	PROFESSIONAL SERVICES-Design & Engineering	2,000	2,000	2,000
163	-	196	1,000	PROFESSIONAL SERVICES-Legal	1,000	1,000	1,000
164	20,848	21,631	24,000	MISCELLANEOUS REPAIRS & PURCHASES	24,000	24,000	24,000
165	35,453	39,619	47,500	TOTAL MATERIALS & SERVICES	47,700	47,700	47,700
166				CAPITAL OUTLAY			
167	23,147	9,621	10,000	CAPITAL PURCHASES	15,000	15,000	15,000
168	23,147	9,621	10,000	TOTAL CAPITAL OUTLAY	15,000	15,000	15,000
169	82,616	72,030	82,100	TOTAL STATE DMV OFFICE BUILDING	88,900	88,900	88,900
170				***Marina Office Building***			
171				PERSONNEL SERVICES			
172	24,237	23,002	25,900	WAGES	26,600	26,600	26,600
173	10,779	10,630	13,300	BENEFITS	15,100	15,100	15,100
174	35,016	33,632	39,200	TOTAL PERSONNEL SERVICES	41,700	41,700	41,700
175				MATERIALS & SERVICES			
176	10,841	14,617	18,000	ALL UTILITIES	18,000	18,000	18,000
177	7,698	10,039	8,000	FIXED MAINTENANCE	8,000	8,000	8,000
178	2,331	3,074	3,400	INSURANCE	3,800	3,800	3,800
179	10,636	11,677	12,300	PROPERTY TAX	10,500	10,500	10,500
180	442	2,097	1,000	PROFESSIONAL SERVICES-Design & Engineering	2,000	2,000	2,000
181	720	-	1,000	PROFESSIONAL SERVICES-Legal	1,000	1,000	1,000
182	6,411	6,711	8,000	MISCELLANEOUS REPAIRS & PURCHASES	8,000	8,000	8,000
183	39,079	48,215	51,700	TOTAL MATERIALS & SERVICES	51,300	51,300	51,300
184				CAPITAL OUTLAY			
185	35,090	24,500	13,000	CAPITAL PURCHASES	28,000	28,000	28,000
186	35,090	24,500	13,000	TOTAL CAPITAL OUTLAY	28,000	28,000	28,000
187	109,185	106,347	103,900	TOTAL MARINA OFFICE BUILDING	121,000	121,000	121,000
188				***Port Office***			
189				PERSONNEL SERVICES			
190	21,732	22,126	24,900	WAGES	25,500	25,500	25,500
191	9,605	10,188	12,900	BENEFITS	14,800	14,800	14,800
192	31,337	32,314	37,800	TOTAL PERSONNEL SERVICES	40,300	40,300	40,300
193				MATERIALS & SERVICE			
194	7,283	11,896	15,000	ALL UTILITIES	22,000	22,000	22,000
195	6,719	4,703	8,000	FIXED MAINTENANCE	9,000	9,000	9,000
196	1,976	2,194	2,400	INSURANCE	2,700	2,700	2,700
197	2,397	300	1,000	PROFESSIONAL SERVICES-Design & Engineering	1,000	1,000	1,000
198	-	-	1,000	PROFESSIONAL SERVICES-Legal	1,000	1,000	1,000
199	6,884	5,652	5,000	MISCELLANEOUS REPAIRS & PURCHASES	6,000	6,000	6,000
200	25,259	24,745	32,400	TOTAL MATERIALS & SERVICES	41,700	41,700	41,700
201				CAPITAL OUTLAY			
202	-	-	165,000	CAPITAL PURCHASES	140,000	140,000	140,000
203	-	-	165,000	TOTAL CAPITAL OUTLAY	140,000	140,000	140,000
204	56,596	57,059	235,200	TOTAL PORT OFFICE BUILDING	222,000	222,000	222,000
205	248,397	235,436	421,200	TOTAL COMMERCIAL BUILDINGS	431,900	431,900	431,900

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2020-21

HISTORICAL DATA		ADOPTED BUDGET		BUDGET FY 2020-21	
2YRS PRIOR FY 2017-18	1 YR PRIOR FY 2018-19	ADOPTED BUDGET FY 2019-20	PROPOSED	APPROVED	ADOPTED
EXPENDITURES					
DESCRIPTION					
WATERFRONT INDUSTRIAL LAND					
206					206
207					207
208	27,067	37,251	62,800	62,800	208
209	12,239	17,108	26,600	26,600	209
210	39,306	54,359	89,400	89,400	210
211					211
212					212
213	614	11,939	10,000	10,000	213
214	729	758	1,000	1,000	214
215	5,315	78,283	80,000	80,000	215
216	19,843	37,922	76,000	76,000	216
217	20,362	15,928	40,000	40,000	217
218	23,076	8,623	8,400	8,400	218
219	69,939	153,453	215,400	215,400	219
220					220
221	81,283	165,801	4,475,000	4,475,000	221
222	81,283	165,801	4,475,000	4,475,000	222
223					223
224			160,100	160,100	224
225			160,100	160,100	225
226	190,528	373,613	4,939,900	4,939,900	226
227					227
WATERFRONT RECREATION					
Event Site					
228					228
229					229
230	60,312	72,610	101,100	101,100	230
231	19,709	30,326	36,800	36,800	231
232	80,021	102,936	137,900	137,900	232
233					233
234	16,268	16,638	18,000	18,000	234
235	10,803	17,258	17,000	17,000	235
236	2,576	2,653	3,200	3,200	236
237	235	7,490	10,000	10,000	237
238		220	3,000	3,000	238
239	16,768	13,929	11,000	11,000	239
240	46,650	58,188	62,200	62,200	240
241					241
242	11,120	4,303	41,000	41,000	242
243	11,120	4,303	41,000	41,000	243
244	137,791	165,427	241,100	241,100	244
245					245
Hook/Spit/Nichols					
246					246
247	28,829	29,229	37,800	37,800	247
248	13,315	13,588	19,100	19,100	248
249	42,144	42,817	56,900	56,900	249
250					250
251	5,686	2,109	6,000	6,000	251
252	6,127	1,804	10,000	10,000	252
253	10,058	8,071	10,000	10,000	253
254		4,118	5,500	5,500	254
255	40		3,000	3,000	255
256		4,562	8,000	8,000	256
257	13,338	9,671	5,000	5,000	257

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2020-21

FORM LB 31

HISTORICAL DATA				BUDGET FY 2020-21	
2YRS PRIOR FY 2017-18	1 YR PRIOR FY 2018-19	ADOPTED BUDGET FY 2019-20	DESCRIPTION	PROPOSED	APPROVED
258 \$	35,249 \$	30,335 \$	48,000	47,500 \$	47,500 \$
259			TOTAL MATERIAL & SERVICES		
260	2,500	5,839	CAPITAL OUTLAY		
261 \$	2,500 \$	5,839 \$	CAPITAL PURCHASES	56,000	56,000
262 \$	79,893 \$	78,991 \$	TOTAL CAPITAL OUTLAY	56,000 \$	56,000 \$
263			TOTAL HOOK/SPIT/NICHOLS	160,400 \$	160,400 \$
264			***Marina Park***		
265	98,212	104,451	PERSONNEL SERVICES		
266	43,312	48,974	WAGES & SALARIES	131,900	131,900
267 \$	141,524 \$	153,425 \$	TAXES & BENEFITS	60,900	60,900
268			TOTAL PERSONNEL SERVICES	192,800 \$	192,800 \$
269	10,638	18,303	MATERIALS & SERVICES		
270	12,598	26,304	ALL UTILITIES	16,000	16,000
271	2,535	2,858	FIXED MAINTENANCE	24,000	24,000
272	1,387	1,413	INSURANCE	3,500	3,500
273	351	2,834	PROPERTY TAX	1,600	1,600
274	20	396	PROFESSIONAL SERVICES-Design & Engineering	13,000	13,000
275	8,025	11,624	PROFESSIONAL SERVICES-Legal	3,000	3,000
276 \$	35,554 \$	63,732 \$	MISCELLANEOUS REPAIRS & PURCHASES	8,500	8,500
277			TOTAL MATERIALS & SERVICE	69,600 \$	69,600 \$
278	15,039	19,308	CAPITAL OUTLAY		
279 \$	15,039 \$	19,308 \$	CAPITAL PURCHASES	125,000	125,000
280 \$	192,117 \$	236,465 \$	TOTAL CAPITAL OUTLAY	125,000 \$	140,000 \$
281 \$	409,801 \$	480,883 \$	TOTAL MARINA PARK	387,400 \$	402,400 \$
282			TOTAL WATERFRONT RECREATION	788,900 \$	788,900 \$
283			MARINA		
284	92,154	96,586	PERSONNEL SERVICES		
285	44,547	45,571	WAGES & SALARIES	110,200	110,200
286	136,701	142,157	TAXES & BENEFITS	59,300	59,300
287			TOTAL PERSONNEL SERVICES	169,500 \$	169,500 \$
288	25,670	25,103	MATERIALS & SERVICES		
289	29,505	46,196	ALL UTILITIES	28,000	28,000
290	7,473	5,888	FIXED MAINTENANCE	35,000	35,000
291	8,566	7,289	INSURANCE	7,100	7,100
292	2,080	3,740	PROFESSIONAL SERVICES- Other/Sheriff	35,000	35,000
293	16,358	21,007	PROFESSIONAL SERVICES-Legal	5,000	5,000
294 \$	89,652 \$	109,223 \$	MISCELLANEOUS REPAIRS & PURCHASES	20,000	20,000
295			TOTAL MATERIALS & SERVICE	130,100 \$	130,100 \$
296	22,374	9,063	CAPITAL OUTLAY		
297 \$	22,374 \$	9,063 \$	CAPITAL PURCHASES	95,000	95,000
298			TOTAL CAPITAL OUTLAY	95,000 \$	145,000 \$
299	95,073	93,059	DEBT		
300 \$	95,073 \$	93,059 \$	PRINCIPAL & INTEREST	92,500	92,500
301 \$	343,800 \$	353,502 \$	TOTAL DEBT	92,500 \$	92,500 \$
302 \$	343,800 \$	353,502 \$	TOTAL MARINA	487,100 \$	537,100 \$
303			TOTAL MARINA	487,100 \$	537,100 \$
304			AIRPORT		
305	88,494	100,737	PERSONNEL SERVICES		
306	41,037	47,065	WAGES & SALARIES	106,700	106,700
307 \$	129,531 \$	147,802 \$	TAXES & BENEFITS	56,700	56,700
308			TOTAL PERSONNEL SERVICES	163,400 \$	163,400 \$
309	34,775	33,299	MATERIALS & SERVICES		
			ALL UTILITIES	42,000	42,000

PORT OF HOOD RIVER
REVENUE FUND
BUDGET FOR FISCAL YEAR 2020-21

HISTORICAL DATA		ADOPTED BUDGET		BUDGET FY 2020-21	
2 YRS PRIOR FY 2017-18	1 YR PRIOR FY 2018-19	ADOPTED FY 2019-20	APPROVED	ADOPTED	
310	38,066	41,228	55,000	55,000	310
311	9,128	10,713	11,000	12,100	311
312	3,751	3,803	4,000	4,000	312
313	8,874	8,817	10,000	10,000	313
314	12,905	4,986	20,000	20,000	314
315	15,673	10,293	15,000	15,000	315
316	123,172	113,139	156,000	158,100	316
317					317
318	1,993,951	424,344	\$3,599,900	\$4,513,900	318
319	1,993,951	424,344	3,599,900	4,513,900	319
320					320
321					321
322					322
323	2,246,654	685,285	3,909,000	4,835,400	323
324	2,246,654	685,285	3,909,000	4,835,400	324
325					325
326					326
327					327
328					328
329					329
330					330
331	54,967	59,983	95,000	95,000	331
332	1,077	7,478	1,000	1,000	332
333	1,579	1,628	2,000	2,400	333
334			33,000	30,000	334
335	19,670		46,000	35,000	335
336	18,628	48,045	84,000	84,000	336
337			2,000	5,000	337
338	9,829	6,415	18,000	18,000	338
339	105,750	123,549	281,000	270,400	339
340					340
341	109,278	9,466	103,600	104,000	341
342	109,278	9,466	103,600	104,000	342
343	215,028	133,015	430,900	401,900	343
344					344
345					345
346					346
347					347
348					348
349					349
350					350
351	16,657	14,488	16,200	20,800	351
352	40,865	47,011	60,000	61,000	352
353	43,994	50,509	61,000	70,000	353
354	101,516	112,008	137,200	151,800	354
355					355
356	49,062	53,898	105,500	95,000	356
357	49,062	53,898	105,500	95,000	357
358	150,578	165,906	272,700	246,800	358
359					359
360	7,447,825	8,066,820	25,790,950	21,180,400	360
361					361

PORT OF HOOD RIVER
REVENUE FUND

BUDGET FOR FISCAL YEAR 2020-21

FORM LB 31

HISTORICAL DATA		ADOPTED BUDGET		BUDGET FY 2020-21		
2 YRS PRIOR	1 YR PRIOR	ADOPTED	BUDGET	PROPOSED	APPROVED	ADOPTED
FY 2017-18	FY 2018-19	FY 2019-20				
362	459,775	545,471	687,750	662,750	662,750	662,750
363	1,333,302	1,953,201	2,715,300	2,069,400	2,069,400	2,069,400
364	-	-	500,000	500,000	500,000	500,000
365						
366	\$ 9,240,902	\$ 10,565,492	\$ 29,694,000	\$ 24,377,550	\$ 24,412,550	\$ 24,677,550
367						
368	\$ 7,237,925	\$ 6,424,180	\$ 5,085,750	\$ 7,326,200	\$ 7,298,700	\$ 7,033,700
369						
370						
371						
372	\$ 1,824,120	\$ 1,966,025	\$ 2,393,900	\$ 2,538,500	\$ 2,538,500	\$ 2,538,500
373	\$ 2,152,151	\$ 2,454,985	\$ 3,169,300	\$ 3,867,900	\$ 3,867,900	\$ 3,867,900
374	\$ 3,090,223	\$ 1,554,038	\$ 17,677,500	\$ 12,346,900	\$ 12,381,900	\$ 12,646,900
375	\$ 381,331	\$ 2,091,772	\$ 2,550,250	\$ 2,392,100	\$ 2,392,100	\$ 2,392,100
376	\$ 1,793,077	\$ 2,498,672	\$ 3,403,050	\$ 2,732,150	\$ 2,732,150	\$ 2,732,150
377			\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
378	\$ 9,240,902	\$ 10,565,492	\$ 29,694,000	\$ 24,377,550	\$ 24,412,550	\$ 24,677,550
379	\$ 140,707	\$ 140,707	\$ 141,700	\$ 141,700	\$ 141,700	\$ 2,392,100
380	\$ 7,097,218	\$ 6,283,473	\$ 4,944,050	\$ 7,184,500	\$ 7,157,000	\$ 4,641,600
381	\$ 16,478,827	\$ 16,989,672	\$ 34,779,750	\$ 31,703,750	\$ 31,711,250	\$ 31,711,250

EXPENDITURES

DESCRIPTION	ADOPTED	BUDGET	PROPOSED	APPROVED	ADOPTED
TRANSFER-GENERAL FUND	687,750	687,750	662,750	662,750	662,750
TRANSFER-BRIDGE REPAIR FUND	2,715,300	2,715,300	2,069,400	2,069,400	2,069,400
CONTINGENCY - OPERATING	500,000	500,000	500,000	500,000	500,000
TOTAL EXPENDITURES	9,903,050	10,143,050	24,377,550	24,412,550	24,677,550
ENDING FUND BALANCE	5,085,750	5,085,750	7,326,200	7,298,700	7,033,700

APPROPRIATIONS

DESCRIPTION	ADOPTED	BUDGET	PROPOSED	APPROVED	ADOPTED
PERSONNEL SERVICES	2,393,900	2,393,900	2,538,500	2,538,500	2,538,500
MATERIALS & SERVICES	3,169,300	3,169,300	3,867,900	3,867,900	3,867,900
CAPITAL OUTLAY	17,677,500	17,677,500	12,346,900	12,381,900	12,646,900
DEBT SERVICES	2,550,250	2,550,250	2,392,100	2,392,100	2,392,100
TRANSFERS	3,403,050	3,403,050	2,732,150	2,732,150	2,732,150
CONTINGENCIES	500,000	500,000	500,000	500,000	500,000
TOTAL APPROPRIATIONS	29,694,000	29,694,000	24,377,550	24,412,550	24,677,550
FUND BALANCE - RESTRICTED	141,700	141,700	141,700	141,700	2,392,100
FUND BALANCE - UNASSIGNED	4,944,050	4,944,050	7,184,500	7,157,000	4,641,600
TOTAL REQUIREMENTS	34,779,750	34,779,750	31,703,750	31,711,250	31,711,250

PORT OF HOOD RIVER
BRIDGE REPAIR & REPLACEMENT FUND
BUDGET FOR FISCAL YEAR 2020-21

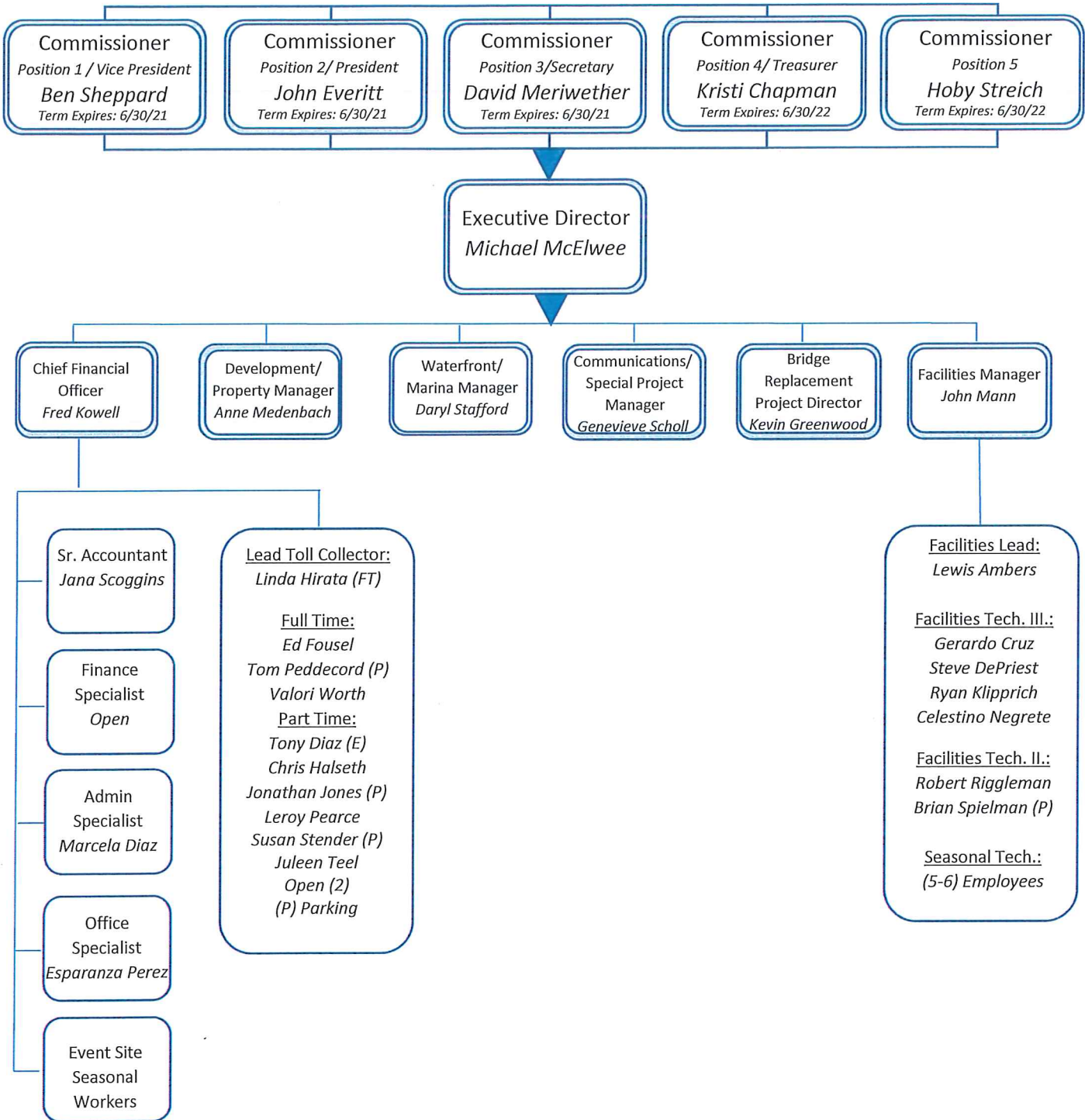
HISTORICAL DATA		ADOPTED BUDGET		BUDGET FY 2020-21		
2YRS PRIOR	* 1ST PRECEDING *	ADOPTED	BUDGET	* PROPOSED	* APPROVED	ADOPTED
FY 2017-18	FY 2018-19	FY 2018-19	FY 2018-19			
1						
2	\$ 1,266,706	\$ 1,285,030	\$ 1,874,000	\$ 1,925,400	\$ 1,925,400	\$ 1,041,000
3	18,324	29,142	18,000	45,000	45,000	45,000
4	265,399	1,473,192	2,060,800	1,444,300	1,444,300	1,444,300
5	-	-	-	3,400,000	3,400,000	3,400,000
6	1,550,429	2,787,364	3,952,800	6,814,700	6,814,700	5,930,300
7						
8						
9	281,000	1,402,468	734,300	971,500	971,500	971,500
10	1,052,302	550,733	1,981,000	1,097,900	1,097,900	1,097,900
11	1,333,302	1,953,201	2,715,300	2,069,400	2,069,400	2,069,400
12	\$ 2,883,731	\$ 4,740,565	\$ 6,668,100	\$ 8,884,100	\$ 8,884,100	\$ 7,999,700
13						
14						
15	59,475	64,619	48,100	72,300	72,300	72,300
16	33,342	28,645	23,200	38,200	38,200	38,200
17	50,346	114,397	141,900	121,000	121,000	121,000
18	13,896	48,027	63,200	58,600	58,600	58,600
19	\$ 157,059	\$ 255,688	\$ 276,400	\$ 290,100	\$ 290,100	\$ 290,100
20						
21	-	2,910	20,000	20,000	20,000	20,000
22	604	680	700	1,000	1,000	1,000
23	5,033	41,660	55,000	90,000	90,000	90,000
24	1,240	264	30,000	30,000	30,000	30,000
25	1,082	2,252	30,000	30,000	30,000	30,000
26						
27	165	52,354	70,000	54,000	54,000	54,000
28	38,614	5,548	14,000	7,000	7,000	7,000
29	167,597	1,208,941	280,000	365,200	365,200	365,200
30			1,481,000	776,500	776,500	776,500
31	21,796	31,352	50,000	62,000	62,000	62,000
32	\$ 236,131	\$ 1,345,961	\$ 2,030,700	\$ 1,435,700	\$ 1,435,700	\$ 1,435,700
33						
34	528,244	775,664	488,000	690,000	690,000	690,000
35				3,400,000	3,400,000	3,400,000
36	\$ 528,244	\$ 775,664	\$ 488,000	\$ 4,090,000	\$ 4,090,000	\$ 4,090,000
37						
38	677,267	485,776	-	109,100	109,100	109,100
39	\$ 677,267	\$ 485,776	\$ -	\$ 109,100	\$ 109,100	\$ 109,100
40	\$ 1,598,701	\$ 2,863,089	\$ 2,795,100	\$ 5,924,900	\$ 5,924,900	\$ 5,924,900
41						
42	-	-	-	-	-	-
43	-	-	500,000	500,000	500,000	500,000
44	\$ 1,598,701	\$ 2,863,089	\$ 3,295,100	\$ 6,424,900	\$ 6,424,900	\$ 6,424,900
45						
46	\$ 1,285,030	\$ 1,877,476	\$ 3,373,000	\$ 2,459,200	\$ 2,459,200	\$ 1,574,800
47						
48						
49	\$ 157,059	\$ 255,688	\$ 276,400	\$ 290,100	\$ 290,100	\$ 290,100
50	\$ 236,131	\$ 1,345,961	\$ 2,030,700	\$ 1,435,700	\$ 1,435,700	\$ 1,435,700
51	\$ 528,244	\$ 775,664	\$ 488,000	\$ 4,090,000	\$ 4,090,000	\$ 4,090,000
52	\$ 677,267	\$ 485,776	\$ -	\$ 109,100	\$ 109,100	\$ 109,100
53	-	-	-	-	-	-
54	\$ 1,598,701	\$ 2,863,089	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
55	\$ -	\$ -	\$ 3,295,100	\$ 6,424,900	\$ 6,424,900	\$ 6,424,900
56	\$ 585,030	\$ 1,177,476	\$ 3,373,000	\$ 1,361,300	\$ 1,361,300	\$ 476,900
57	\$ 700,000	\$ 700,000	\$ -	\$ 988,800	\$ 988,800	\$ 988,800
58	\$ 2,883,731	\$ 4,740,565	\$ 6,668,100	\$ 8,884,100	\$ 8,884,100	\$ 7,999,700

ORGANIZATION CHART

PORT OF HOOD RIVER

Organization Chart

FY 2020-21



PERSONNEL SUMMARY AND COMPARISON

PORT OF HOOD RIVER
PERSONNEL SUMMARY AND COMPARISON
FY 2020-21

PERSONNEL SUMMARY

WAGES

- Wage analysis for Office, Maintenance and Toll Booth Staff

	Wages	
Budget - FY 2019-20	\$	1,974,100
Cost of Living Index	45,645	2.54%
Compensation Step Increases	12,255	0.62%
Budget Committee Recommendation		
Budget - FY 2020-21	\$	2,032,000
<i>Percent increase compared to budget FY 2019-20</i>		<i>2.9%</i>

BENEFITS

- PERS increase due to wage increase not funding rate for the unfunded liability.
- Healthcare increased as compared against the prior year budget due mainly to increases in healthcare premiums. Staff pay 10% of the premium cost with the Port self-insuring \$750 of the \$1,500 deductible.
- Workers Comp Insurance – about the same.
- Unemployment – Same
- Staffing the same as prior year budget.

	Taxes and Benefits	
Budget - FY 2019-20	\$	881,400
<i><u>Changes to Taxes and Benefits:</u></i>		
PERS	15,800	1.8%
Healthcare	81,800	9.3%
Taxes and Unemployment	7,200	0.8%
Budget Committee Recommendation		
Budget - FY 2020-21	\$	986,200 11.9%

NUMBER OF EMPLOYEES BY DEPARTMENT

	FY 2019-20			FY 2020-21		
	Office	Facilities	Toll Booth	Office	Facilities	Toll Booth
Full-Time	9.0	8.0	4.0	9.0	8.0	4.0
Part-Time	1.0	-	8.0	1.0	-	8.0
Seasonal	5.0	6.0	-	5.0	6.0	-
FTE *	10.8	9.7	8.9	10.8	9.7	8.9

Total FTE 29.4 29.4

* Adjusted for Intern Hours

PERSONNEL AND BENEFITS DISTRIBUTED BY FUND

TOTAL PERSONNEL AND BENEFITS

FY 2019-20	\$ 2,855,500
FY 2020-21	\$ 3,018,200
<i>Percent Increase</i>	<u>5.7%</u>

	Budget	
	FY 2019-20	FY 2020-21
General Fund	\$ 185,200	\$ 189,600
Revenue Fund	2,393,900	2,538,500
Bridge Repair Fund	276,400	290,100
All Funds	<u>\$ 2,855,500</u>	<u>\$ 3,018,200</u>

PERS CONTRIBUTION RATES

	Tier 1/2	Tier 3
PERS FY 2017-19	16.39%	11.47%
PERS FY 2019-21	19.13%	14.02%
PERS Rate Increase as a %	16.7%	22.2%

SCHEDULE OF MATERIALS & SERVICES

PORT OF HOOD RIVER
REVENUE FUND
SCHEDULE OF MATERIALS & SERVICES

	Actuals		Budget		%
	2017-18	2018-19	2019-20	2020-21	With
<u>UTILITIES</u>					
Bridge	17,169	18,188	24,000	22,000	
Big 7	66,462	67,377	73,000	71,000	
Jensen	99,515	102,378	111,000	104,000	
Maritime	38,074	28,666	39,000	35,000	
Halyard	154,134	176,284	177,000	218,000	
Timber Incubator	12,385	10,846	13,000	13,000	
Wasco	35,913	32,857	30,000	30,000	
Hanel	873	1,102	1,000	3,000	
State Office	6,740	8,201	11,000	10,000	
Marina Office	10,840	14,617	18,000	18,000	
Port Office	7,282	11,894	15,000	22,000	
Waterfront	-	-	-	-	
Eventsite	16,269	16,638	17,000	18,000	
Nichols Basin	5,653	2,109	5,500	5,000	
Hook/Spit	33	-	500	1,000	
Marina Park	10,638	18,303	21,000	16,000	
Marina	25,670	25,103	29,000	28,000	
Airport	34,775	33,299	41,000	42,000	
Subtotal	542,425	567,862	626,000	656,000	4.8%
<u>MAINTENANCE</u>					
Bridge	41,197	30,043	50,000	50,000	
Big 7	29,303	16,255	20,000	20,000	
Jensen	11,010	21,381	22,000	20,000	
Maritime	6,100	3,933	10,000	10,000	
Halyard	14,435	21,947	22,000	27,000	
Timber Incubator	10,510	4,193	6,000	6,000	
Wasco	8,554	9,736	10,000	12,000	
Hanel	826	4,172	5,000	5,000	
State Office	4,946	4,437	7,000	5,000	
Marina Office	7,698	10,039	8,000	8,000	
Port Office	6,719	4,703	8,000	9,000	
Waterfront	614	11,939	10,000	10,000	
Eventsite	10,803	17,258	13,000	17,000	
Nichols Basin	6,127	1,804	19,000	10,000	
Hook/Spit	10,058	8,071	10,000	10,000	
Marina Park	12,598	26,304	24,000	24,000	
Marina	29,505	46,196	36,000	35,000	
Airport	38,066	41,228	55,000	55,000	
Subtotal	249,069	283,639	335,000	333,000	-0.6%
<u>INSURANCE</u>					
Bridge	265,834	265,517	270,100	319,500	
Big 7	9,275	11,040	12,000	13,400	
Jensen	5,870	6,968	7,400	8,400	
Maritime	3,966	4,697	4,900	5,700	
Halyard	3,430	4,037	4,500	5,000	
Timber Incubator	1,905	549	1,000	1,000	
Wasco	4,094	4,824	5,000	5,900	
Hanel	590	541	900	900	
State Office	985	1,153	1,500	1,500	
Marina Office	2,331	3,074	3,400	3,800	

**PORT OF HOOD RIVER
REVENUE FUND
SCHEDULE OF MATERIALS & SERVICES**

	Actuals		Budget		%
	2017-18	2018-19	2019-20	2020-21	With
Port Office	1,976	2,194	2,400	2,700	
Waterfront	729	758	1,000	1,000	
Eventsite	2,576	2,653	3,000	3,200	
Hook/Spit	-	-	-	-	
Marina Park	2,535	2,858	3,000	3,500	
Marina	7,473	5,888	7,100	7,100	
Airport	9,128	10,713	11,000	12,100	
Administration	1,579	1,628	2,000	2,400	
Maintenance	16,657	14,488	16,200	20,800	
Subtotal	340,933	343,580	356,400	417,900	17.3%

PROPERTY TAXES

Big 7	19,496	27,271	28,400	28,700	
Jensen	43,061	42,878	44,600	45,300	
Maritime	15,770	15,913	16,600	17,100	
Halyard	57,300	58,447	60,800	63,500	
Timber Incubator	7,182	7,110	7,400	7,500	
Wasco	27,912	27,543	28,800	29,100	
Hanel	-	-	-	-	
State Office	1,492	1,903	2,000	4,200	
Marina Office	10,636	11,677	12,300	10,500	
Port Office	-	-	-	-	
Marina Park	1,387	1,413	1,500	1,600	
Airport	3,751	3,803	4,000	4,000	
Subtotal	187,987	197,958	206,400	211,500	2.5%

MISCELLANEOUS

Bridge	61,981	237,356	214,000	325,000	
Big 7	25,627	32,641	30,000	32,000	
Jensen	6,002	11,603	7,000	12,000	
Maritime	5,736	4,229	8,000	5,000	
Halyard	3,591	4,029	8,000	6,000	
Timber Incubator	2,105	1,743	3,000	3,000	
Wasco	17,604	17,793	20,000	15,000	
Hanel	-	664	3,000	3,000	
State Office	20,848	21,631	24,000	24,000	
Marina Office	6,411	6,711	8,000	8,000	
Port Office	6,884	5,652	5,000	6,000	
Waterfront	23,076	8,623	9,500	8,400	
Eventsite	16,768	13,928	11,000	11,000	
Hook/Spit/Nichols	13,338	14,233	9,000	13,000	
Marina Park	8,025	11,627	8,000	8,500	
Marina	16,358	21,007	20,000	20,000	
Airport	15,673	10,293	15,000	15,000	
Subtotal	250,027	423,763	402,500	514,900	27.9%

LEGAL

Bridge	6,811	12,995	20,000	20,000	
Big 7	400	2,178	3,000	3,100	
Jensen	591	1,474	25,000	20,000	
Maritime	520	6,820	5,000	5,000	
Halyard	1,400	4,884	5,000	5,000	

**PORT OF HOOD RIVER
REVENUE FUND
SCHEDULE OF MATERIALS & SERVICES**

	Actuals		Budget		%
	2017-18	2018-19	2019-20	2020-21	With
Timber Incubator	219	352	3,000	5,000	
Wasco	-	2,970	3,000	3,000	
Hanel	15,885	5,561	10,000	8,000	
State Office	-	196	1,000	1,000	
Marina Office	720	-	1,000	1,000	
Port Office	-	-	1,000	1,000	
Waterfront	20,362	15,928	70,000	40,000	
Eventsite	-	220	1,000	3,000	
Hook/Spit/Nichols	40	-	3,000	3,000	
Marina Park	20	396	1,000	3,000	
Marina	2,080	3,740	5,000	5,000	
Airport	12,905	4,986	20,000	20,000	
Admin	1,550	-	33,000	30,000	
Subtotal	63,503	62,700	210,000	176,100	-16.1%
<u>OTHER PROFESSIONAL</u>					
Bridge	155,674	182,758	194,000	726,000	
Big 7	1,152	2,097	3,000	3,000	
Jensen	1,262	4,275	5,000	5,000	
Maritime	8,402	2,697	5,000	5,000	
Halyard	3,797	3,563	5,000	5,000	
Timber Incubator	442	2,097	2,000	2,000	
Wasco	1,152	2,097	2,000	2,000	
Hanel	7,385	5,762	5,000	7,000	
State Office	442	2,097	1,000	2,000	
Marina Office	442	2,097	1,000	2,000	
Port Office	2,397	300	1,000	1,000	
Waterfront - Parking/Security	-	37,922	74,000	76,000	
Waterfront	25,158	78,284	99,000	80,000	
Eventsite	235	7,490	10,000	10,000	
Hook/Spit/Nichols	40	4,118	1,000	5,500	
Marina Park	351	2,834	13,000	13,000	
Marina	8,566	7,290	35,000	35,000	
Airport	8,874	8,816	10,000	10,000	
Administration	38,298	48,045	132,000	124,000	
Subtotal	264,069	404,639	598,000	1,113,500	86.2%
<u>ADMINISTRATION & MAINTENANCE</u>					
Admin - Purchases	54,967	59,983	95,000	95,000	
Travel & Training	9,829	6,415	18,000	18,000	
NSF	1,077	7,478	1,000	1,000	
Credit Card Fees	103,446	166,679	200,000	200,000	
Maintenance Equipment	40,864	50,509	60,000	70,000	
Maintenance Miscellaneous	43,994	47,010	61,000	61,000	
Subtotal	254,177	338,074	435,000	445,000	2.3%
TOTAL	2,152,190	2,622,215	3,169,300	3,867,900	22.0%

**SCHEDULE OF CAPITAL IMPROVEMENTS AND
OTHER FUNDING SOURCES**

PORT OF HOOD RIVER
Schedule of Capital Improvements and Grants or Other Funding
For the FY 2020-21

Description	Capital Outlay	Grant/Other Funding
BIG 7		
Tenant Improvements - Placeholder	\$ 30,000	
HVAC	\$ 20,000	
Roof -Prior Yr	\$ 300,000	
Sub-Total Big 7	\$ 350,000	\$0
Maritime Building		
Placeholder	\$ 20,000	
Sub-Total Maritime Building	\$ 20,000	\$ -
Waterfront Infrastructure		
Placeholder - Purchase	\$ 4,050,000	\$4,050,000
Anchorway + 1st Street Engineering	\$ 125,000	
Placeholder - Infrastructure Contingency	\$ 300,000	\$300,000
Sub-Total Waterfront Infrastructure	\$ 4,475,000	\$4,350,000
Halyard Building		
Placeholder - TI	\$ 10,000	
HVAC	\$ 18,000	
Sub-Total Halyard Building	\$ 28,000	\$ -
Jensen Building		
Environmental Cleanup	\$ 50,000	\$50,000
Eastside Paving	\$ 45,000	
Door Replacement	\$ 20,000	
N. Side Window	\$ 80,000	
Sub-Total Jensen Building	\$ 195,000	\$ 50,000
State Office Building		
TI - Placeholder	\$ 15,000	
Sub-Total State Office Building	\$ 15,000	\$0
Marina Office Building		
TI - Placeholder	\$ 20,000	
Deck repairs	\$ 8,000	
Sub-Total Marina Office Building	\$ 28,000	\$0
Port Office Building		
Re-Condition Port Shop/Bldg Area - Prior Yr Budget	\$ 120,000	
Charging Station	\$ 20,000	
Sub-Total Port Office Building	\$ 140,000	\$0
JWBP-Timber Building		
TI - Placeholder	\$ 5,000	
Concrete repair	\$ 10,000	
Sub-Total Timber Building	\$ 15,000	\$0
Wasco St. Office Building		
TI - Placeholder	\$ 15,000	
Beam Repair	\$ 35,000	
Sub-Total Wasco Building	\$ 50,000	\$0
Hanel Lower Mill		
Bldg Design	\$ 30,000	\$ 30,000
Wetland fill	\$ 200,000	\$ 200,000
Bldg Construction	\$ 1,500,000	\$ 1,500,000
Sub-Total Hanel	\$ 1,730,000	\$ 1,730,000
Airport		
Replace Exterior Lights	\$ 20,000	
Air Museum Road Crack Seal	\$ 35,000	
Box Hangar Design	\$ 50,000	
PMP	\$ 22,000	\$22,000
FAA-North Side Construction - Started	\$ 2,556,200	\$2,556,200
COVI-North Apron Expansion	\$ 1,430,700	\$1,190,800
Fuel Tank	\$ 400,000	
Sub-Total Airport	\$ 4,513,900	\$3,769,000
Bridge		
Tolling System - LPR and Backoffice Development from Prior Year	\$ 103,000	
AWS for Backoffice system and PCI Compliance	\$ 50,000	

PORT OF HOOD RIVER
Schedule of Capital Improvements and Grants or Other Funding
For the FY 2020-21

Description	Capital Outlay	Grant/Other Funding
<i>Lane Integration</i>	\$ 42,000	
<i>Interoperability</i>	\$ 50,000	
<i>Twilio Integration and Case Mgmt</i>	\$ 27,000	
<i>Tolling System - Reports/Invoice Conversion</i>	\$ 34,000	
<i>Engineering - Replace</i>	\$ 3,400,000	\$3,400,000
<i>Signs/Gates/Cameras</i>	\$ 35,000	
<i>Pressure Washing</i>	\$ 10,000	
<i>OR/WA Approach Deck Overlay Repair</i>	\$ 40,000	
<i>Pier Foundation Scour Inspections/Engineering</i>	\$ 100,000	
<i>Underwater Inspections</i>	\$ 20,000	
<i>Repair Rail Segments</i>	\$ 60,000	
<i>Rehab Lift Span and Live Load Support</i>	\$ 50,000	
<i>Deck Systems/Welding/Replacement</i>	\$ 50,000	
<i>Enbankment Sloughing at S Abutment</i>	\$ 25,000	
<i>Trunnion NDT and M&E Inspections</i>	\$ 102,000	
<i>Rope Inspection/Lube Ropes/</i>	\$ 110,000	
<i>Misc. Steel Repairs</i>	\$ 88,000	
<i>Sub-Total Bridge</i>	\$ 4,396,000	\$3,400,000
Marina		
<i>Dock Repairs</i>	\$ 30,000	
<i>Visitor Dock Engr</i>	\$ 40,000	\$20,000
<i>RipRap Repair</i>	\$ 35,000	
<i>Marina Software</i>	\$ 25,000	
<i>Boat Ramp Repair</i>	\$ 15,000	
<i>Sub-Total Marina</i>	\$ 145,000	\$20,000
Marina Park		
<i>Lighting on Foot Bridge</i>	\$ 35,000	
<i>Wayfinding Signage</i>	\$ 15,000	
<i>Picnic Shelters</i>	\$ 50,000	
<i>ADA Yacht Club Restroom+Landscaping</i>	\$ 40,000	
<i>Sub-Total Marina Park</i>	\$ 140,000	\$0
Event Site		
<i>Landscaping + Signage</i>	\$ 20,000	
<i>Eventsite Dock Repairs</i>	\$ 21,000	
<i>Sub-Total Eventsite</i>	\$ 41,000	\$0
Hook/Spit/Nichols		
<i>Hook/Spit Grading /Signs</i>	\$ 20,000	
<i>Nichols Boat Ramp/Dock</i>	\$ 21,000	
<i>Seawall Parking lot reseal</i>	\$ 15,000	
<i>Sub-Total Nichols/Hook/Spit</i>	\$ 56,000	\$0
Administration		
<i>Property Management System</i>	\$ 85,000	
<i>Interface with Financial System</i>	\$ 10,000	
<i>PC's/Software</i>	\$ 9,000	
<i>Covic-19 Response</i>	\$ 200,000	
<i>Sub-Total Administration</i>	\$ 304,000	\$ -
Maintenance		
<i>Dodge Plow + Bobcat Forks</i>	\$ 14,000	
<i>Mower</i>	\$ 13,000	
<i>Welding machines + Potties</i>	\$ 11,000	
<i>Replace Nissan + Replace Flatbed truck</i>	\$ 57,000	\$7,500
<i>Sub-Total Maintenance</i>	\$ 95,000	\$ 7,500
FY 2020-21 TOTAL CIP AND GRANTS/OTHER	\$ 16,736,900	\$13,326,500
FY 2019-20 TOTAL CIP AND GRANTS	\$ 18,665,500	\$16,927,900

LB-1 NOTICE OF BUDGET HEARING

- **AFFIDAVIT OF NOTICE OF BUDGET COMMITTEE MEETING**
- **AFFIDAVIT OF NOTICE OF BUDGET HEARING**
- **FORM LB 50 – PROPERTY TAX ASSESSMENT**

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A public meeting of the Port of Hood River Commission will be held on June 2, 2020 at 5:00 pm at the Port Office Marina Center Board Room at 1000 E. Port Marina Drive, Hood River, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020 as approved by the Port of Hood River Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Port Office at 1000 E. Port Marina Drive, Hood River, between the hours of 8 a.m. and 5 p.m., Monday - Friday. The budget may also be viewed online at www.portofhoodriver.com. This budget is for an annual budget period ending June 30, 2021.

Contact: Fred Kowell

Telephone: 541.386.6651

Email: fkowell@portofhoodriver.com

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount FY 2018-19	Adopted Budget FY 2019-20	Approved Budget FY 2020-21
Beginning Fund Balance/Net Working Capital	8,735,364	9,410,300	12,575,400
Tolls	5,908,313	6,272,500	6,746,500
Lease Income	2,350,728	2,100,550	2,727,050
User fees	309,523	413,000	303,400
Marina	358,829	350,250	371,100
Airport	213,080	230,600	233,500
Grant Income and Other Sources	1,989,352	4,615,650	5,452,100
Property Sales	1,000	1,129,000	741,900
Other Debt	0	14,335,000	9,480,000
Interest Income	219,248	174,300	202,000
Interfund Transfers	2,498,672	3,403,050	2,732,150
All Other Resources Except Property Taxes	22,584,109	42,434,200	41,565,100
Property Taxes Estimated to be Received	72,877	71,800	75,000
Total Resources	22,656,986	42,506,000	41,640,100

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	2,381,794	2,855,500	3,018,200
Materials and Services	4,186,336	5,777,850	5,851,750
Capital Outlay	2,329,702	18,165,500	16,471,900
Debt Service	2,577,548	2,550,250	2,501,200
Interfund Transfers	2,498,672	3,403,050	2,732,150
Contingencies	0	1,000,000	1,000,000
Unappropriated Ending Balance and Reserved for Future Expenditure	8,682,934	8,753,850	10,064,900
Total Requirements	22,656,986	42,506,000	41,640,100

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM

Name of Organizational Unit or Program FTE for that unit or program			
Toll Bridge-expenditures and reserved fund balance	4,806,338	5,224,600	9,125,600
FTE	13.1	14.7	14.7
Industrial Buildings	3,695,935	4,282,000	5,847,800
FTE	9.5	3.5	3.5
Commercial Buildings	235,434	421,200	431,900
FTE	0.6	1.1	1.0
Waterfront Recreation	479,469	793,400	788,900
FTE	1.2	3.7	3.7
Marina	354,915	429,500	487,100
FTE	0.9	1.6	1.6
Airport	685,284	3,909,000	4,835,400
FTE	1.8	1.6	1.6
Land	373,613	12,822,750	4,939,900
FTE	1.0	0.8	1.3
General Government	545,471	763,050	737,750
FTE	1.4	2.4	1.8
Unallocated Expenses	298,921	703,600	648,700
Unappropriated Ending Balance and Reserved for Future Expenditure	8,682,934	9,753,850	11,064,900
Pass through transfers	2,498,672	3,403,050	2,732,150
Total Requirements	22,656,986	42,506,000	41,640,100
Total FTE	29.4	29.4	29.4

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

This budget provides for significant improvements to the bridge with regard to tolling software, and various bridge repairs which include but not limited to the approaches, lift span and steel work throughout the bridge. Additional interagency revenues with the Port of Cascade Locks as well as expenses related to ALL Electronic Tolling is presented within this budget. The replacement bridge effort depicts the remaining grant money related to the NEPA process approved by the the state legislature, as well as possible grant funding from two separate federal applications which require a match of which \$3.4 million has been set aside for debt financing. Bridge tolls are impacted by the Covid-19 pandemic in the first quarter with traffic resuming at 2019 levels in the second quarter and beyond. This budget contemplates a possible land purchase with the issuance of \$4.2 million of debt secured by the full faith and credit of the Port. Such a purchase would allow for future development opportunities and decrease the reliance on bridge tolls in the future. The Airport depicts north ramp development including infrastructure of \$4.5 million being funded by \$3.8 million of FAA and Connect VI grants. The Airport T-Hangar and Marina slip owners will continue to experience another 6% increase in rates to properly match state-wide hangar/slip rates and to make each program less reliant on other revenue sources. The Western Region CPI is used in this budget.

PROPERTY TAX LEVIES

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit .0332 per \$1,000)	.0332	.0332	.0332
Local Option Levy			
Levy For General Obligation Bonds			

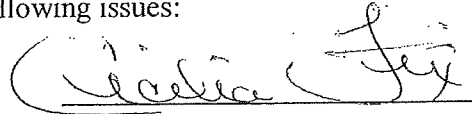
STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1, 2020	Estimated Debt Authorized, But Not Incurred on July 1, 2020
General Obligation Bonds		
Other Bonds	\$0	\$3,400,000
Other Borrowings	\$4,268,164	\$6,080,000
Total	\$4,268,164	\$9,480,000

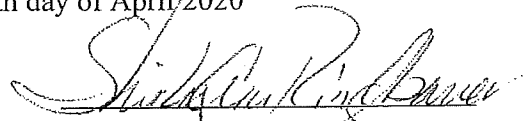
Affidavit of Publication

STATE OF OREGON, {SS
County of Hood River

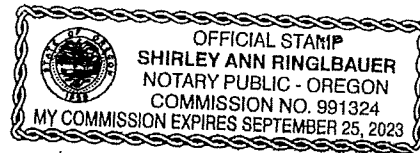
I, Cecilia Fix, being first duly sworn, depose and say that I am the principal clerk of Hood River News, a newspaper of general circulation, published in Salem, Oregon in the aforesaid state and county of Hood River ; that I know from my personal knowledge that the **Budget Committee Meeting**, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper once in each of one consecutive weeks in the following issues:
April 29, 2020



Subscribed and sworn to before me this 30th day of April 2020



Notary Public for Oregon
My commission expires 9/25/23



NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the Port of Hood River Commission in Hood River County in the State of Oregon will be held via video conference and at the Port Conference Room, 1000 E. Port Marina Drive on May 5, 2020 beginning at 1:30 p.m. to discuss the budget for the fiscal year July 1, 2020 to June 30, 2021. The meeting will be live-streamed online at <https://portofhoodriver.com/live-stream>. The purpose of the meeting is to receive the budget message and to receive comment from the Budget Committee on the budget. This is a public meeting where deliberation of the Budget Committee will take place. Any person may provide comment or ask questions via email to porthr@gorge.net or in person at the Port conference room. Port staff will be on hand to manage access and seating arrangement to ensure proper social distancing measures are followed. A copy of the budget document may be inspected or obtained on or after May 5, 2020 at the Port office by appointment at 1000 E. Port Marina Drive, Hood River, between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday. Please call (541) 386-1645 to arrange a time for pickup of the document. Notices will also be posted at the Port website: <http://portofhoodriver.com/about-the-port/meetings-and-public-notices/archives/>
April 29, 2020

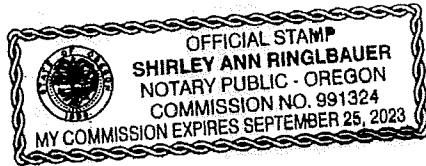
#1389

Affidavit of Publication

STATE OF OREGON, {SS
County of Hood River

I, Chelsea Marr, being first duly sworn, depose and say that I am the publisher of the Hood River News, 419 State St., Hood River Oregon, a newspaper of general circulation, printed and published in Salem, Oregon in the aforesaid state and county, as defined by ORS 193.010 and 193.020 and that **Notice of Budget Hearing**, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for one time in the following issues:
May 20, 2020

Subscribed and sworn to before me this 20th day of May 2020



Chelsea Marr

Shirley Ann Ringbauer

Notary Public for Oregon
My commission expires 9-25-23

NOTICE OF BUDGET HEARING

A public meeting of the Port of Hood River Commission will be held on June 2, 2020 at 5:00 pm at the Port Office Marina Center Board Room at 1000 E. Port Marina Drive, Hood River, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020 as approved by the Port of Hood River Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Port Office at 1000 E. Port Marina Drive, Hood River, between the hours of 8 a.m. and 5 p.m. Monday - Friday. The budget may also be viewed online at www.portofhoodriver.com. This budget is for an annual budget period ending June 30, 2021.

Contact: Fred Kowell

Telephone: 541.386.6651

Email: fkowell@portofhoodriver.com

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount FY 2018-19	Adopted Budget FY 2019-20	Approved Budget FY 2020-21
Beginning Fund Balance/Net Working Capital	8,735,364	9,410,300	12,575,400
Tolls	5,908,313	6,272,500	6,746,500
Lease Income	2,350,728	2,100,550	2,727,050
User fees	309,523	413,000	303,400
Marina	358,829	350,250	371,100
Airport	213,080	230,600	233,500
Grant Income and Other Sources	1,989,352	4,615,650	5,452,100
Property Sales	1,000	1,129,000	747,900
Other Debt	0	14,335,000	9,480,000
Interest Income	219,248	174,300	202,000
Interfund Transfers	2,498,672	3,403,050	2,732,150
All Other Resources Except Property Taxes	22,584,109	42,434,200	41,565,100
Property Taxes Estimated to be Received	72,877	71,800	75,000
Total Resources	22,656,986	42,506,000	41,640,100

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	2,381,794	2,855,500	3,018,200
Materials and Services	4,186,336	5,777,850	5,851,750
Capital Outlay	2,329,702	18,165,500	16,471,900
Debt Service	2,577,548	2,550,250	2,501,200
Interfund Transfers	2,498,672	3,403,050	2,732,150
Contingencies	0	1,000,000	1,000,000
Unappropriated Ending Balance and Reserved for Future Expenditure	8,682,934	8,783,850	10,064,900
Total Requirements	22,656,986	42,506,000	41,640,100

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Local Option Levy	.0332	.0332	.0332
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1, 2020	Estimated Debt Authorized, But Not Incurred on July 1, 2020
General Obligation Bonds		
Other Bonds	\$0	\$3,400,000
Other Borrowings	\$4,268,164	\$6,080,000
Total	\$4,268,164	\$9,480,000

**RESOLUTION TO ADOPT FY 2020-21 BUDGET AND APPROPRIATIONS
AND IMPOSE AND CATEGORIZE TAX**

Resolution No. 2019-20-10

ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Commissioners of the Port of Hood River hereby adopts the budget for fiscal year 2019-20 in the total of **\$42,506,000** now on file at the Port office, 1000 E Port Marina Drive, Hood River Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2020, and for the purposes shown below are hereby appropriated.

General Fund		Revenue Fund	
Personnel Services.....	\$ 189,600	Personnel Services.....	\$ 2,538,500
Materials & Services.....	\$ 548,150	Materials & Services.....	\$ 3,867,900
Capital Outlay.....	\$ -	Capital Outlay.....	\$ 12,646,900
Transfers	\$ -	Debt Servcie.....	\$ 2,392,100
Contingency.....	\$ -	Transfers	\$ 2,732,150
Total	\$ 737,750	Contingency.....	\$ 500,000
		Total	\$ 24,677,550
Bridge Repair & Replacement Fund		All Funds	
Personnel Services.....	\$ 290,100	Personnel Services.....	\$ 3,018,200
Materials & Services.....	\$ 1,435,700	Materials & Services.....	\$ 5,851,750
Capital Outlay.....	\$ 4,090,000	Capital Outlay.....	\$ 16,736,900
Debt Servcie.....	\$ 109,100	Debt Servcie.....	\$ 2,501,200
Transfers	\$ -	Transfers	\$ 2,732,150
Contingency.....	\$ 500,000	Contingency.....	\$ 1,000,000
Total	\$ 6,424,900	Total	\$ 31,840,200
		Total Appropriations, All Funds	\$ 31,840,200
		Unappropriated and Reserve Amounts, All Funds	\$ 8,915,500
		TOTAL ADOPTED BUDGET	\$ 40,755,700

IMPOSING THE TAX

BE IT RESOLVED that the Board of Commissioners of the Port of Hood River hereby imposes the taxes provided for in the adopted budget:

(1) at the rate of \$.0332 per \$1000 of assessed value for operations and that these taxes are hereby imposed and categorized for tax year 2020-21 upon the assessed value of all taxable property within the district as follows:

CATEGORIZING THE TAX

General Government Limitation
 General Fund.....\$.0332/\$1000

The above resolution statements were approved and declared adopted on this 16th day of June 2020.

X _____
 John Everitt

X _____
 Kristi Chapman

X _____
 Dave Meriwether

X _____
 Ben Sheppard

X _____
 Hoby Streich

RESOLUTION NO. 2019-20-11

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF GRANT AGREEMENT NO. 1226 WITH THE STATE OF OREGON FOR FUNDING AVAILABLE UNDER THE CARES ACT

WHEREAS, the Port Commission passes Resolution No. 2019-20-11 that authorizes the Executive Director to sign the Grant Agreement No. 1226 which provides relief for costs allowed under the CARES Act; and

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PORT OF HOOD RIVER THAT:

The Executive Director is authorized to sign the Grant Agreement No. 1226 with the State of Oregon as a subrecipient for funding available under the CARES Act.

AMENDED by the Board of Commissioners of the Port of Hood River this 16th day of June 2020.

John Everitt, President

Ben Sheppard, Vice President

David Meriwether, Secretary

Kristi Chapman, Treasurer

Hoby Streich, Commissioner

STATE OF OREGON GRANT AGREEMENT

Grant No. 1226

This Grant Agreement (“Grant”) is between the State of Oregon acting by and through its Department of Administrative Services (“Agency”) and Port of Hood River (“Grantee”), each a “Party” and, together, the “Parties”.

SECTION 1: AUTHORITY

Pursuant to funding available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Agency is authorized to enter into a grant agreement and provide funding for the purposes described in this Grant.

SECTION 2: PURPOSE

Section 5001 of the CARES Act provides funds to state, local and tribal governments through the Coronavirus Relief Fund to be used for expenditures incurred due to COVID-19 during the period of March 1, 2020 through December 30, 2020. This Grant governs the disbursement of funds from the Coronavirus Relief Fund to Grantee for the First Cost Period, as that term is defined below.

SECTION 3: EFFECTIVE DATE AND DURATION

When all Parties have executed this Grant, and all necessary approvals have been obtained (“Executed Date”), this Grant is effective and has a Grant funding start date as of March 1, 2020 (“Effective Date”), and, unless extended or terminated earlier in accordance with its terms, will expire on December 30, 2020.

SECTION 4: GRANT MANAGERS

4.1 Agency’s Grant Manager is:

Gerold Floyd
Department of Administrative Services
Attention: Coronavirus Relief Fund
155 Cottage Street NE, Salem, OR 97301
Phone: 503-378-2709
Email: CoronavirusReliefFund@Oregon.gov

4.2 Grantee's Grant Manager is:

Name: FRED KOWELL

Address: 1000 E. PORT MARINA DRIVE, HOOD RIVER, OR 97031

Phone: 541-386-6651

Email: FKOWELL@PORTOFHOODRIVER.COM

4.3 A Party may designate a new Grant Manager by written notice to the other Party.

SECTION 5: PROJECT ACTIVITIES

Grantee must perform the project activities set forth in Exhibit A (the "Project"), attached hereto and incorporated in this Grant by this reference, for the period beginning on the Effective Date and ending on the expiration date set forth in Section 3 (the "Performance Period").

SECTION 6: GRANT FUNDS

In accordance with the terms and conditions of this Grant, Agency will provide Grantee up to an amount not to exceed the amount of eligible costs for the Project incurred during the period March 1, 2020, to May 15, 2020 (the "First Cost Period"). Agency will pay the Grant Funds from monies available through its Coronavirus Relief Fund ("Funding Source"). Future disbursements from the Funding Source for cost periods after the First Cost Period will require an amendment to this Grant pursuant to Section 19.3.

SECTION 7: DISBURSEMENT GENERALLY

7.1 Disbursement.

7.1.1 Subject to the availability of sufficient moneys in and from the Funding Source based on Agency's reasonable projections of moneys accruing to the Funding Source, Agency will disburse Grant Funds to Grantee for the allowable Project activities described in Exhibit A that are undertaken during the First Cost Period.

7.1.2 Grantee must provide to Agency any information or detail regarding the expenditure of Grant Funds required under Exhibit A prior to disbursement or as Agency may request.

7.2 Conditions Precedent to Disbursement.

Agency's obligation to disburse Grant Funds to Grantee under this Grant is subject to satisfaction of each of the following conditions precedent:

7.2.1 Agency has received sufficient funding, appropriations, expenditure limitation, allotments or other necessary expenditure authorizations to allow Agency, in the exercise of its reasonable administrative discretion, to make the disbursement from the Funding Source;

- 7.2.2 No default as described in Section 15 has occurred; and
 - 7.2.3 Grantee’s representations and warranties set forth in Section 8 are true and correct on the date of disbursement(s) with the same effect as though made on the date of disbursement.
- 7.3 **No Duplicate Payment.** Grantee may use other funds in addition to the Grant Funds to complete the Project; provided, however, funds received pursuant to this Grant are not used for expenditures for which a local government entity has received any other supplemental funding (whether state, federal or private in nature) for that same expense unless otherwise authorized by Agency in writing.

SECTION 8: REPRESENTATIONS AND WARRANTIES

- 8.1 **Organization/Authority.** Grantee represents and warrants to Agency that:
- 8.1.1 Grantee is a local government or tribal government duly organized and validly existing;
 - 8.1.2 Grantee has all necessary rights, powers and authority under any organizational documents and under Oregon Law to (i) execute this Grant, (ii) incur and perform its obligations under this Grant, and (iii) receive financing, including the Grant Funds, for the Project;
 - 8.1.3 This Grant has been duly executed by Grantee and when executed by Agency, constitutes a legal, valid and binding obligation of Grantee enforceable in accordance with its terms;
 - 8.1.4 If applicable and necessary, the execution and delivery of this Grant by Grantee has been authorized by an ordinance, order or resolution of its governing body, or voter approval, that was adopted in accordance with applicable law and requirements for filing public notices and holding public meetings; and
 - 8.1.5 There is no proceeding pending or threatened against Grantee before any court or governmental authority that if adversely determined would materially adversely affect the Project or the ability of Grantee to carry out the Project.
- 8.2 **False Claims Act.** Grantee acknowledges the Oregon False Claims Act, ORS 180.750 to 180.785, applies to any “claim” (as defined by ORS 180.750) made by (or caused by) Grantee that pertains to this Grant or to the Project. Grantee certifies that no claim described in the previous sentence is or will be a “false claim” (as defined by ORS 180.750) or an act prohibited by ORS 180.755. Grantee further acknowledges in addition to the remedies under Section 16, if it makes (or causes to be made) a false claim or performs (or causes to be performed) an act prohibited under the Oregon False Claims Act, the Oregon Attorney General may enforce the liabilities and penalties provided by the Oregon False Claims Act against the Grantee.
- 8.3 **No limitation.** The representations and warranties set forth in this Section are in addition to, and not in lieu of, any other representations or warranties provided by Grantee.

SECTION 9: OWNERSHIP

9.1 Intellectual Property Definitions. As used in this Section and elsewhere in this Grant, the following terms have the meanings set forth below:

“Third Party Intellectual Property” means any intellectual property owned by parties other than Grantee or Agency.

“Work Product” means every invention, discovery, work of authorship, trade secret or other tangible or intangible item Grantee is required to create or deliver as part of the Project, and all intellectual property rights therein.

9.2 Grantee Ownership. Grantee must deliver copies of all Work Product as directed in Exhibit A. Grantee retains ownership of all Work Product, and grants Agency an irrevocable, non-exclusive, perpetual, royalty-free license to use, to reproduce, to prepare derivative works based upon, to distribute, to perform and to display the Work Product, to authorize others to do the same on Agency’s behalf, and to sublicense the Work Product to other entities without restriction.

9.3 Third Party Ownership. If the Work Product created by Grantee under this Grant is a derivative work based on Third Party Intellectual Property, or is a compilation that includes Third Party Intellectual Property, Grantee must secure an irrevocable, non-exclusive, perpetual, royalty-free license allowing Agency and other entities the same rights listed above for the pre-existing element of the Third party Intellectual Property employed in the Work Product. If state or federal law requires that Agency or Grantee grant to the United States a license to any intellectual property in the Work Product, or if state or federal law requires Agency or the United States to own the intellectual property in the Work Product, then Grantee must execute such further documents and instruments as Agency may reasonably request in order to make any such grant or to assign ownership in such intellectual property to the United States or Agency.

9.4 Real Property. If the Project includes the acquisition, construction, remodel or repair of real property or improvements to real property, and if such assets are disposed of prior to December 30, 2020, the proceeds would be subject to the restrictions on the eligible use of payments from the Grant Funds provided by section 601(d) of the Social Security Act .

SECTION 10: CONFIDENTIAL INFORMATION

10.1 Confidential Information Definition. Grantee acknowledges it and its employees or agents may, in the course of performing its responsibilities, be exposed to or acquire information that is: (i) confidential to Agency or Project participants or (ii) the disclosure of which is restricted under federal or state law, including without limitation: (a) personal information, as that term is used in ORS 646A.602(12) and (b) social security numbers (items (i) and (ii) separately and collectively “Confidential Information”).

10.2 Nondisclosure. Grantee agrees to hold Confidential Information as required by any applicable law and in all cases in strict confidence, using at least the same degree of care Grantee uses in maintaining the confidentiality of its own confidential information. Grantee may not copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give, or disclose Confidential Information to third parties, or use Confidential Information except as is allowed by

law and for the Project activities and Grantee must advise each of its employees and agents of these restrictions. Grantee must assist Agency in identifying and preventing any unauthorized use or disclosure of Confidential Information. Grantee must advise Agency immediately if Grantee learns or has reason to believe any Confidential Information has been, or may be, used or disclosed in violation of the restrictions in this Section. Grantee must, at its expense, cooperate with Agency in seeking injunctive or other equitable relief, in the name of Agency or Grantee, to stop or prevent any use or disclosure of Confidential Information. At Agency's request, Grantee must return or destroy any Confidential Information. If Agency requests Grantee to destroy any Confidential Information, Grantee must provide Agency with written assurance indicating how, when and what information was destroyed.

- 10.3 Identity Protection Law.** Grantee must have and maintain a formal written information security program that provides safeguards to protect Confidential Information from loss, theft, and disclosure to unauthorized persons, as required by the Oregon Consumer Information Protection Act, ORS 646A.600-628. If Grantee or its agents discover or are notified of a potential or actual "Breach of Security", as defined by ORS 646A.602(1)(a), or a failure to comply with the requirements of ORS 646A.600-628, (collectively, "Breach") with respect to Confidential Information, Grantee must promptly but in any event within one calendar day (i) notify the Agency Grant Manager of such Breach and (ii) if the applicable Confidential Information was in the possession of Grantee or its agents at the time of such Breach, Grantee must (a) investigate and remedy the technical causes and technical effects of the Breach and (b) provide Agency with a written root cause analysis of the Breach and the specific steps Grantee will take to prevent the recurrence of the Breach or to ensure the potential Breach will not recur. For the avoidance of doubt, if Agency determines notice is required of any such Breach to any individual(s) or entity(ies), Agency will have sole control over the timing, content, and method of such notice, subject to Grantee's obligations under applicable law.
- 10.4 Subgrants/Contracts.** Grantee must require any subgrantees, contractors or subcontractors under this Grant who are exposed to or acquire Confidential Information to treat and maintain such information in the same manner as is required of Grantee under subsections 10.1 and 10.2 of this Section.
- 10.5 Background Check.** If requested by Agency and permitted by law, Grantee's employees, agents, contractors, subcontractors, and volunteers that perform Project activities must agree to submit to a criminal background check prior to performance of any Project activities or receipt of Confidential Information. Background checks will be performed at Grantee's expense. Based on the results of the background check, Grantee or Agency may refuse or limit (i) the participation of any Grantee employee, agent, contractor, subgrantee, or volunteer, in Project activities or (ii) access to Agency Personal Information or Grantee premises.

SECTION 11: INDEMNITY/LIABILITY

- 11.1 Indemnity.** Grantee must defend, save, hold harmless, and indemnify the State of Oregon and Agency and their officers, employees and agents from and against all claims, suits, actions, losses, damages, liabilities, costs, and expenses of any nature whatsoever, including attorneys' fees, resulting from, arising out of, or relating to the activities of Grantee or its officers, employees,

subgrantees, contractors, subcontractors, or agents under this Grant (each of the foregoing individually or collectively a “Claim” for purposes of this Section). If legal limitations apply to the indemnification ability of Grantee, this indemnification must be for the maximum amount of funds available for expenditure, including any available contingency funds, insurance, funds available under ORS 30.260 to 30.300 or other available non-appropriated funds.

- 11.2 Defense.** Grantee may have control of the defense and settlement of any Claim subject to this Section. But neither Grantee nor any attorney engaged by Grantee may defend the Claim in the name of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without first receiving from the Attorney General, in a form and manner determined appropriate by the Attorney General, authority to act as legal counsel for the State of Oregon. Nor may Grantee settle any Claim on behalf of the State of Oregon without the approval of the Attorney General. The State of Oregon may, at its election and expense, assume its own defense and settlement in the event the State of Oregon determines Grantee is prohibited from defending the State of Oregon, or is not adequately defending the State of Oregon’s interests, or an important governmental principle is at issue and the State of Oregon desires to assume its own defense. Grantee may not use any Grant Funds to reimburse itself for the defense of or settlement of any Claim.
- 11.3 Limitation.** Except as provided in this Section, neither Party will be liable for incidental, consequential, or other direct damages arising out of or related to this Grant, regardless of whether the damages or other liability is based in contract, tort (including negligence), strict liability, product liability or otherwise. Neither Party will be liable for any damages of any sort arising solely from the termination of this Grant in accordance with its terms.

SECTION 12: INSURANCE

- 12.1 Private Insurance.** If Grantee is a private entity, or if any contractors, subcontractors, or subgrantees used to carry out the Project are private entities, Grantee and any private contractors, subcontractors or subgrantees must obtain and maintain insurance covering Agency in the types and amounts indicated in Exhibit B.
- 12.2 Public Body Insurance.** If Grantee is a “public body” as defined in ORS 30.260, Grantee agrees to insure any obligations that may arise for Grantee under this Grant, including any indemnity obligations, through (i) the purchase of insurance as indicated in Exhibit B or (ii) the use of self-insurance or assessments paid under ORS 30.282 that is substantially similar to the types and amounts of insurance coverage indicated on Exhibit B, or (iii) a combination of any or all of the foregoing.
- 12.3 Real Property.** If the Project includes the construction, remodel or repair of real property or improvements to real property, Grantee must insure the real property and improvements against liability and risk of direct physical loss, damage or destruction at least to the extent that similar insurance is customarily carried by entities constructing, operating and maintaining similar property or facilities.

SECTION 13: GOVERNING LAW, JURISDICTION

This Grant is governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively “Claim”) between Agency or any other agency or department of the State of Oregon, or both, and Grantee that arises from or relates to this Grant must be brought and conducted solely and exclusively within the Circuit Court of Marion County for the State of Oregon; provided, however, if a Claim must be brought in a federal forum, then it will be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event may this Section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, to or from any Claim or from the jurisdiction of any court. GRANTEE, BY EXECUTION OF THIS GRANT, HEREBY CONSENTS TO THE PERSONAL JURISDICTION OF SUCH COURTS.

SECTION 14: ALTERNATIVE DISPUTE RESOLUTION

The Parties should attempt in good faith to resolve any dispute arising out of this Grant. This may be done at any management level, including at a level higher than persons directly responsible for administration of the Grant. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation. Each Party will bear its own costs incurred for any mediation or non-binding arbitration.

SECTION 15: DEFAULT

- 15.1 Grantee.** Grantee will be in default under this Grant upon the occurrence of any of the following events:
- 15.1.1** Grantee fails to use the Grant Funds for the intended purpose described in Exhibit A or otherwise fails to perform, observe or discharge any of its covenants, agreements or obligations under this Grant;
 - 15.1.2** Any representation, warranty or statement made by Grantee in this Grant or in any documents or reports relied upon by Agency to measure the Project, the expenditure of Grant Funds or the performance by Grantee is untrue in any material respect when made; or
 - 15.1.3** A petition, proceeding or case is filed by or against Grantee under any federal or state bankruptcy, insolvency, receivership or other law relating to reorganization, liquidation, dissolution, winding-up or adjustment of debts; in the case of a petition filed against Grantee, Grantee acquiesces to such petition or such petition is not dismissed within 20 calendar days after such filing, or such dismissal is not final or is subject to appeal; or Grantee becomes insolvent or admits its inability to pay its debts as they become due, or Grantee makes an assignment for the benefit of its creditors.
- 15.2 Agency.** Agency will be in default under this Grant if, after 15 days written notice specifying the

nature of the default, Agency fails to perform, observe or discharge any of its covenants, agreements, or obligations under this Grant; provided, however, Agency will not be in default if Agency fails to disburse Grant Funds because there is insufficient expenditure authority for, or moneys available from, the Funding Source.

SECTION 16: REMEDIES

- 16.1 Agency Remedies.** In the event Grantee is in default under Section 15.1, Agency may, at its option, pursue any or all of the remedies available to it under this Grant and at law or in equity, including, but not limited to: (i) termination of this Grant under Section 18.2, (ii) reducing or withholding payment for Project activities or materials that are deficient or Grantee has failed to complete by any scheduled deadlines, (iii) requiring Grantee to complete, at Grantee's expense, additional activities necessary to satisfy its obligations or meet performance standards under this Grant, (iv) initiation of an action or proceeding for damages, specific performance, or declaratory or injunctive relief, (v) exercise of its right of recovery of overpayments under Section 17 of this Grant or setoff, or both, or (vi) declaring Grantee ineligible for the receipt of future awards from Agency. These remedies are cumulative to the extent the remedies are not inconsistent, and Agency may pursue any remedy or remedies singly, collectively, successively or in any order whatsoever.
- 16.2 Grantee Remedies.** In the event Agency is in default under Section 15.2 and whether or not Grantee elects to terminate this Grant, Grantee's sole monetary remedy will be, within any limits set forth in this Grant, reimbursement of Project activities completed and accepted by Agency and authorized expenses incurred, less any claims Agency has against Grantee. In no event will Agency be liable to Grantee for any expenses related to termination of this Grant or for anticipated profits.

SECTION 17: WITHHOLDING FUNDS, RECOVERY

Agency may withhold from disbursements of Grant Funds due to Grantee, or Grantee must return to Agency within 30 days of Agency's written demand:

- 17.1** Any Grant Funds paid to Grantee under this Grant, or payments made under any other agreement between Agency and Grantee, that exceed the amount to which Grantee is entitled;
- 17.2** Any Grant Funds received by Grantee that remain unexpended or contractually committed for payment of the Project at the end of the Performance Period;
- 17.3** Any Grant Funds determined by Agency to be spent for purposes other than allowable Project activities; or
- 17.4** Any Grant Funds requested by Grantee as payment for deficient activities or materials.

SECTION 18: TERMINATION

- 18.1 Mutual.** This Grant may be terminated at any time by mutual written consent of the Parties.

18.2 By Agency. Agency may terminate this Grant as follows:

- 18.2.1** At Agency’s discretion, upon 30 days advance written notice to Grantee;
- 18.2.2** Immediately upon written notice to Grantee, if Agency fails to receive funding, or appropriations, limitations or other expenditure authority at levels sufficient in Agency’s reasonable administrative discretion, to perform its obligations under this Grant;
- 18.2.3** Immediately upon written notice to Grantee, if federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that Agency’s performance under this Grant is prohibited or Agency is prohibited from funding the Grant from the Funding Source; or
- 18.2.4** Immediately upon written notice to Grantee, if Grantee is in default under this Grant and such default remains uncured 15 days after written notice thereof to Grantee.

18.3 By Grantee. Grantee may terminate this Grant as follows:

- 18.3.1** If Grantee is a governmental entity, immediately upon written notice to Agency, if Grantee fails to receive funding, or appropriations, limitations or other expenditure authority at levels sufficient to perform its obligations under this Grant.
 - 18.3.2** If Grantee is a governmental entity, immediately upon written notice to Agency, if applicable laws, rules, regulations or guidelines are modified or interpreted in such a way that the Project activities contemplated under this Grant are prohibited by law or Grantee is prohibited from paying for the Project from the Grant Funds or other planned Project funding; or
 - 18.3.3** Immediately upon written notice to Agency, if Agency is in default under this Grant and such default remains uncured 15 days after written notice thereof to Agency.
- 18.4 Cease Activities.** Upon receiving a notice of termination of this Grant, Grantee must immediately cease all activities under this Grant, unless Agency expressly directs otherwise in such notice. Upon termination, Grantee must deliver to Agency all materials or other property that are or would be required to be provided to Agency under this Grant or that are needed to complete the Project activities that would have been performed by Grantee.

SECTION 19: MISCELLANEOUS

- 19.1 Conflict of Interest.** Grantee by signature to this Grant declares and certifies the award of this Grant and the Project activities to be funded by this Grant, create no potential or actual conflict of interest, as defined by ORS Chapter 244, for a director, officer or employee of Grantee.
- 19.2 Nonappropriation.** Agency’s obligation to pay any amounts and otherwise perform its duties under this Grant is conditioned upon Agency receiving funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow Agency, in the exercise of its reasonable administrative discretion, to meet its obligations under this Grant. Nothing in this Grant may be construed as permitting any violation of Article XI, Section 7 of the Oregon Constitution or any other law limiting the activities, liabilities or monetary obligations of Agency.

- 19.3 Amendments.** The terms of this Grant may not be altered, modified, supplemented or otherwise amended, except by written agreement of the Parties.
- 19.4 Notice.** Except as otherwise expressly provided in this Grant, any notices to be given under this Grant must be given in writing by email, personal delivery, or postage prepaid mail, to a Party's Grant Manager at the physical address or email address set forth in this Grant, or to such other addresses as either Party may indicate pursuant to this Section. Any notice so addressed and mailed becomes effective five (5) days after mailing. Any notice given by personal delivery becomes effective when actually delivered. Any notice given by email becomes effective upon the sender's receipt of confirmation generated by the recipient's email system that the notice has been received by the recipient's email system.
- 19.5 Survival.** All rights and obligations of the Parties under this Grant will cease upon termination of this Grant, other than the rights and obligations arising under Sections 11, 13, 14, 16, 17 and subsection 19.5 hereof and those rights and obligations that by their express terms survive termination of this Grant; provided, however, termination of this Grant will not prejudice any rights or obligations accrued to the Parties under this Grant prior to termination.
- 19.6 Severability.** The Parties agree if any term or provision of this Grant is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the Parties will be construed and enforced as if the Grant did not contain the particular term or provision held to be invalid.
- 19.7 Counterparts.** This Grant may be executed in several counterparts, all of which when taken together constitute one agreement, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of the Grant so executed constitutes an original.
- 19.8 Compliance with Law.** In connection with their activities under this Grant, the Parties must comply with all applicable federal, state and local laws.
- 19.9 Intended Beneficiaries.** Agency and Grantee are the only parties to this Grant and are the only parties entitled to enforce its terms. Nothing in this Grant provides, is intended to provide, or may be construed to provide any direct or indirect benefit or right to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of this Grant.
- 19.10 Assignment and Successors.** Grantee may not assign or transfer its interest in this Grant without the prior written consent of Agency and any attempt by Grantee to assign or transfer its interest in this Grant without such consent will be void and of no force or effect. Agency's consent to Grantee's assignment or transfer of its interest in this Grant will not relieve Grantee of any of its duties or obligations under this Grant. The provisions of this Grant will be binding upon and inure to the benefit of the Parties hereto, and their respective successors and permitted assigns.
- 19.11 Contracts and Subgrants.** Grantee may enter into contracts or subgrants for any of the Project activities required of Grantee under this Grant, however Grantee is required to communicate subgrantee information to Agency in such a manner and timing as prescribed by Agency that Agency considers necessary to fulfill its federal reporting obligations.

- 19.12 Time of the Essence.** Time is of the essence in Grantee’s performance of the Project activities under this Grant.
- 19.13 Records Maintenance and Access.** Grantee must maintain all financial records relating to this Grant in accordance with generally accepted accounting principles. In addition, Grantee must maintain any other records, whether in paper, electronic or other form, pertinent to this Grant in such a manner as to clearly document Grantee’s performance. All financial records and other records, whether in paper, electronic or other form, that are pertinent to this Grant, are collectively referred to as “Records.” Grantee acknowledges and agrees Agency and the Oregon Secretary of State’s Office and the federal government and their duly authorized representatives will have access to all Records to perform examinations and audits and make excerpts and transcripts. Grantee must retain and keep accessible all Records for a minimum of six (6) years, or such longer period as may be required by applicable law, following termination of this Grant, or until the conclusion of any audit, controversy or litigation arising out of or related to this Grant, whichever date is later.
- 19.14 Headings.** The headings and captions to sections of this Grant have been inserted for identification and reference purposes only and may not be used to construe the meaning or to interpret this Grant.
- 19.15 Grant Documents.** This Grant consists of the following documents, which are incorporated by this reference and listed in descending order of precedence:
- This Grant less all exhibits
 - Exhibit A (the “Project”)
 - Exhibit B (Insurance)
 - Exhibit C (Federal Terms and Conditions)
 - Exhibit D (Federal Award Identification)
- 19.16 Merger, Waiver.** This Grant and all exhibits and attachments, if any, constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Grant. No waiver or consent under this Grant binds either Party unless in writing and signed by both Parties. Such waiver or consent, if made, is effective only in the specific instance and for the specific purpose given.

SECTION 20: SIGNATURES

EACH PARTY, BY SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE, HEREBY ACKNOWLEDGES IT HAS READ THIS GRANT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS. The Parties further agree that by the exchange of this Grant electronically, each has agreed to the use of electronic means, if applicable, instead of the exchange of physical documents and manual signatures. By inserting an electronic or manual signature below, each authorized representative acknowledges that it is their signature, that each intends to execute this Grant, and that their electronic or manual signature should be given full force and effect to create a valid and legally binding agreement.

IN WITNESS WHEREOF, the Parties have executed this Grant as of the dates set forth below.

STATE OF OREGON acting by and through its Department of Administrative Services

By: _____
Name, Title

Date

Port of Hood River

By: _____
Authorized Signature

Date

Printed Name

Title

93-6002559
Federal Tax ID Number

089452262
DUNS Number

Approved for Legal Sufficiency in accordance with ORS 291.047

By: s/ Sam Zeigler
Senior Assistant Attorney General
Oregon Department of Justice

by email dated 6/10/20
Date

EXHIBIT A THE PROJECT

SECTION I. BACKGROUND AND GOALS

To support local government actions in the statewide fight against the Coronavirus by providing reimbursement of federally eligible expenses under the CARES Act. Coronavirus Relief Funds may be used to cover costs that are:

- 1. Necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);*
- 2. Were not accounted for in the Grantee's budget most recently approved as of March 27, 2020; and*
- 3. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.*

SECTION II. PROJECT ACTIVITIES, SCHEDULE, AND BUDGET

Agency will disburse Grant Funds only for eligible costs incurred by Grantee for the First Cost Period and in accordance with criteria and guidance established by US Treasury:

<https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>

Additionally, the US Treasury has provided answers to frequently asked questions regarding eligible costs under the Coronavirus Relief Fund:

<https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf>

Indirect/Administrative Costs. Grantee will not be reimbursed for any indirect costs with Grant Funds in accordance with U.S. Treasury guidance. The information described in this paragraph overrides any other verbal or written rate(s) or information provided by Agency

SECTION III. RESERVED

SECTION IV. REPORTING REQUIREMENTS

In a form provided by Agency, Grantee shall report eligible costs to Agency when seeking reimbursement for costs incurred during the Performance Period. Agency may require additional reporting in form and at such times as Agency specifies by notification to Grantee through its Grant Manager identified in Section 4.2.

If the Performance Period begins prior to the Executed Date, any reports for Project activities shown in this Exhibit A as due prior to the Executed Date must be provided to Agency, if not already provided to Agency despite the lack of an executed Grant. Grantee will not be in default for failure to perform any reporting requirements prior to the Executed Date.

SECTION V. DISBURSEMENT PROVISIONS

Agency will disburse the Grant Funds upon receipt and approval of Grantee's request for disbursement.

To be processed for payment, Grantee's request must include the following information at the minimum:

- Request date;
- Period covered by request;
- Agency's Grant number;
- Amount being requested; and
- Aggregated costs by available cost category.

Agency may request, at its discretion, additional information it considers necessary to determine the eligibility of costs for reimbursement. For the First Cost Period, Grantee must send its requests for disbursement via email to Agency's Grant Manager identified in Section 4. Future reimbursement requests shall be submitted via an Agency-developed grant website portal.

EXHIBIT B INSURANCE

INSURANCE REQUIREMENTS

Grantee must obtain at Grantee's expense, and require its first tier contractors and subgrantees, if any, to obtain the insurance specified in this exhibit prior to performing under this Grant, and must maintain it in full force and at its own expense throughout the duration of this Grant, as required by any extended reporting period or tail coverage requirements, and all warranty periods that apply. Grantee must obtain and require its first tier contractors and subgrantees, if any, to obtain the following insurance from insurance companies or entities acceptable to Agency and authorized to transact the business of insurance and issue coverage in Oregon. Coverage must be primary and non-contributory with any other insurance and self-insurance, with the exception of professional liability and workers' compensation. Grantee must pay and require its first tier contractors and subgrantees to pay, if any, for all deductibles, self-insured retention and self-insurance, if any.

WORKERS' COMPENSATION

All employers, including Grantee, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and provide workers' compensation insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Grantee shall require and ensure that each of its subgrantees, contractors, and subcontractors complies with these requirements. If Grantee is a subject employer, as defined in ORS 656.023, Grantee shall also obtain employers' liability insurance coverage with limits not less than \$500,000 each accident. If Grantee is an employer subject to any other state's workers' compensation law, Grantee shall provide workers' compensation insurance coverage for its employees as required by applicable workers' compensation laws including employers' liability insurance coverage with limits not less than \$500,000, and shall require and ensure that each of its out-of-state subgrantees, contractors, and subcontractors complies with these requirements.

COMMERCIAL GENERAL LIABILITY

Required Not required

Commercial general liability insurance covering bodily injury and property damage in a form and with coverage that are satisfactory to Agency. This insurance must include personal and advertising injury liability, products and completed operations, contractual liability coverage for the indemnity provided under this Grant, and have no limitation of coverage to designated premises, project or operation. Coverage must be written on an occurrence basis in an amount of not less than \$1,000,000 per occurrence. Annual aggregate limit may not be less than \$2,000,000.

AUTOMOBILE LIABILITY INSURANCE

Required Not required

Automobile liability insurance covering Grantee's business use including coverage for all owned, non-owned, or hired vehicles with a combined single limit of not less than \$1,000,000 for bodily injury and property damage. This coverage may be written in combination with the commercial general liability insurance (with separate limits for commercial general liability and automobile liability). Use of

personal automobile liability insurance coverage may be acceptable if evidence that the policy includes a business use endorsement is provided.

PROFESSIONAL LIABILITY

Required Not required

Professional liability insurance covering any damages caused by an error, omission or any negligent acts related to the activities performed under this Grant by the Grantee and Grantee’s contractors, subgrantees, agents, officers or employees in an amount not less than \$_____ per claim. Annual aggregate limit may not be less than \$_____. If coverage is on a claims made basis, then either an extended reporting period of not less than 24 months must be included in the professional liability insurance coverage, or the Grantee must provide tail coverage as stated below.

NETWORK SECURITY AND PRIVACY LIABILITY

Required Not required

Grantee must provide network security and privacy liability insurance for the duration of the Grant and for the period of time in which Grantee (or its business associates, contractors, or subgrantees) maintains, possesses, stores or has access to Agency or client data, whichever is longer, with a combined single limit of no less than \$_____ per claim or incident. This insurance must include coverage for third party claims and for losses, thefts, unauthorized disclosures, access or use of Agency or client data (which may include, but is not limited to, Personally Identifiable Information (“PII”), payment card data and Protected Health Information (“PHI”)) in any format, including coverage for accidental loss, theft, unauthorized disclosure access or use of Agency data.

POLLUTION LIABILITY

Required Not required

Pollution liability insurance covering Grantee’s or appropriate contractor or subgrantee’s liability for bodily injury, property damage and environmental damage resulting from sudden, accidental, or gradual pollution and related cleanup costs incurred by Grantee, all arising out of the Project activities (including transportation risk) performed under this Grant is required. Combined single limit per occurrence may not be less than \$_____. Annual aggregate limit may not be less than \$_____.

An endorsement to the commercial general liability or automobile liability policy, covering Grantee’s, contractor, or subgrantee’s liability for bodily injury, property damage and environmental damage resulting from sudden, accidental, or gradual pollution and related clean-up costs incurred by Grantee that arise from the Project activities (including transportation risk) performed by Grantee under this Grant is also acceptable.

DIRECTORS, OFFICERS AND ORGANIZATION LIABILITY

Required Not required

Directors, officers and organization liability insurance covering the Grantee’s organization, directors, officers, and trustees actual or alleged errors, omissions, negligent, or wrongful acts, including improper governance, employment practices and financial oversight - including improper oversight and/or use of Grant Funds and donor contributions - with a combined single limit of no less than \$_____ per claim.

CRIME PROTECTION COVERAGE: EMPLOYEE DISHONESTY or FIDELITY BOND

Required Not required

Employee dishonesty or fidelity bond covering loss of money, securities and property caused by dishonest acts of Grantee’s employees. Coverage limits may not be less than \$_____.

PHYSICAL ABUSE AND MOLESTATION INSURANCE COVERAGE

Required Not required

Abuse and molestation insurance in a form and with coverage satisfactory to the State covering damages arising out of actual or threatened physical abuse, mental injury, sexual molestation, negligent: hiring, employment, supervision, investigation, reporting to proper authorities, and retention of any person for whom the Grantee, its contractors, subcontractors or subgrantees (“Covered Entity”) is responsible including but not limited to any Covered Entity’s employees and volunteers. Policy endorsement’s definition of an insured must include the Covered Entity and its employees and volunteers. Coverage must be written on an occurrence basis in an amount of not less than \$_____ per occurrence. Any annual aggregate limit may not be less than \$_____. Coverage can be provided by a separate policy or as an endorsement to the commercial general liability or professional liability policies. The limits must be exclusive to this required coverage. Incidents related to or arising out of physical abuse, mental injury, or sexual molestation, whether committed by one or more individuals, and irrespective of the number of incidents or injuries or the time period or area over which the incidents or injuries occur, must be treated as a separate occurrence for each victim. Coverage must include the cost of defense and the cost of defense must be provided outside the coverage limit.

EXCESS/UMBRELLA INSURANCE

A combination of primary and excess/umbrella insurance may be used to meet the required limits of insurance.

ADDITIONAL INSURED

All liability insurance, except for workers’ compensation, professional liability, and network security and privacy liability (if applicable), required under this Grant must include an additional insured endorsement specifying the State of Oregon, its officers, employees and agents as Additional Insureds, including additional insured status with respect to liability arising out of ongoing operations and completed operations, but only with respect to Grantee’s activities to be performed under this Grant. Coverage must be primary and non-contributory with any other insurance and self-insurance. The Additional Insured endorsement with respect to liability arising out of Grantee’s ongoing operations must be on ISO Form CG 20 10 07 04 or equivalent and the Additional Insured endorsement with respect to completed operations must be on ISO form CG 20 37 04 13 or equivalent.

WAIVER OF SUBROGATION

Grantee waives, and must require its first tier contractors and subgrantees waive, rights of subrogation which Grantee, Grantee’s first tier contractors and subgrantees, if any, or any insurer of Grantee may acquire against the Agency or State of Oregon by virtue of the payment of any loss. Grantee must obtain, and require its first tier contractors and subgrantees to obtain, any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Agency has received a waiver of subrogation endorsement from the Grantee or the Grantee’s insurer(s).

TAIL COVERAGE

If any of the required insurance is on a claims made basis and does not include an extended reporting period of at least 24 months, Grantee must maintain, and require its first tier contractors and subgrantees, if any, maintain, either tail coverage or continuous claims made liability coverage, provided the effective date of the continuous claims made coverage is on or before the Effective Date of this Grant, for a minimum of 24 months following the later of (i) Grantee’s completion and Agency’s acceptance of all Project activities required under this Grant, or, (ii) Agency or Grantee termination of Grant, or, iii) the expiration of all warranty periods provided under this Grant.

CERTIFICATE(S) AND PROOF OF INSURANCE

At Agency’s request, Grantee must provide to Agency a Certificate(s) of Insurance for all required insurance. The Certificate(s) must list the State of Oregon, its officers, employees and agents as a Certificate holder and as an endorsed Additional Insured. The Certificate(s) must also include all required endorsements or copies of the applicable policy language effecting coverage required by this Grant. If excess/umbrella insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the excess/umbrella insurance. As proof of insurance, Agency has the right to request copies of insurance policies and endorsements relating to the insurance requirements in this Grant. Grantee must furnish acceptable insurance certificates to: CoronavirusReliefFund@oregon.gov or by mail to: Department of Administrative Services, Attention: Coronavirus Relief Fund, 155 Cottage Street NE, Salem, OR, 97301 prior to commencing the work.

NOTICE OF CHANGE OR CANCELLATION

Grantee or its insurer must provide at least 30 days’ written notice to Agency before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

INSURANCE REQUIREMENT REVIEW

Grantee agrees to periodic review of insurance requirements by Agency under this Grant, and to provide updated requirements as mutually agreed upon by Grantee and Agency.

STATE ACCEPTANCE

All insurance providers are subject to Agency acceptance. If requested by Agency, Grantee must provide complete copies of insurance policies, endorsements, self-insurance documents and related insurance documents to Agency’s representatives responsible for verification of the insurance coverages required under this exhibit.

EXHIBIT C

FEDERAL TERMS AND CONDITIONS

1. FEDERAL FUNDS

1.1. If specified below, Agency's payments to Grantee under this Grant will be paid in whole or in part by funds received by Agency from the United States Federal Government. If so specified then Grantee, by signing this Grant, certifies neither it nor its employees, contractors, subcontractors or subgrantees who will perform the Project activities are currently employed by an agency or department of the federal government.

Payments will will not be made in whole or in part with federal funds.

1.2. In accordance with the Chief Financial Office's Oregon Accounting Manual, policy 30.40.00.104, Agency has determined:

Grantee is a subrecipient Grantee is a contractor Not applicable

1.3. Catalog of Federal Domestic Assistance (CFDA) #(s) of federal funds to be paid through this Grant: 21.019

2. FEDERAL PROVISIONS

2.1. The use of all federal funds paid under this Grant are subject to all applicable federal regulations, including the provisions described below.

2.2. Grantee must ensure that any further distribution or payment of the federal funds paid under this Grant by means of any contract, subgrant, or other agreement between Grantee and another party for the performance of any of the activities of this Grant, includes the requirement that such funds may be used solely in a manner that complies with the provisions of this Grant.

2.3. Grantee must include and incorporate the provisions described below in all contracts and subgrants that may use, in whole or in part, the funds provided by this Grant.

2.4. Grantee must comply, and ensure the compliance by subcontractors or subgrantees, with 41 U.S.C. 4712, Program for Enhancement of Employee Whistleblower Protection. Grantee must inform subrecipients, contractors and employees, in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC § 4712.

In accordance with U.S. Treasury guidance – Grantee is subject to the following provisions, as applicable.

For purposes of these provisions, the following definitions apply:

"Contract" means this Grant or any contract or subgrant funded by this Grant.

"Contractor" and **"Subrecipient"** and **"Non-Federal entity"** mean Grantee or Grantee's contractors or subgrantees, if any.

(A) 2 CFR §200.303 Internal Controls

(B) 2 CFR §§ 200.330 through 200.332 Subrecipient Monitoring and Management

(C) Subpart F – Audit Requirements of 2 CFR §200.5XX

- i. Contractor must comply, and require any subcontractor to comply, with applicable audit requirements and responsibilities set forth in this Contract and applicable state or federal law.
- ii. If Contractor receives federal awards in excess of \$750,000 in a fiscal year, Contractor is subject to audit conducted in accordance with the provisions of 2 CFR part 200, subpart F. Copies of all audits must be submitted to Agency within 30 days of completion.
- iii. Contractor must save, protect and hold harmless Agency from the cost of any audits or special investigations performed by the Secretary of State with respect to the funds expended under this Contract. Contractor acknowledges and agrees that any audit costs incurred by Contractor as a result of allegations of fraud, waste or abuse are ineligible for reimbursement under this or any other agreement between Contractor and State.

(D) System for Award Management. Grantee must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov>. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM. The Grantee also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the Grantee) the unique entity identifier required for SAM registration.

3. ADDITIONAL FEDERAL REQUIREMENTS

None.

EXHIBIT D
FEDERAL AWARD IDENTIFICATION
(Required by 2 CFR 200.331(a))

(i) Grantee Name: <i>(must match DUNS registration)</i>	THE PORT OF HOOD RIVER
(ii) Grantee's DUNS number:	089452262
(iii) Federal Award Identification Number (FAIN):	
(iv) Federal award date: <i>(date of award to DAS by federal agency)</i>	March 27, 2020
(v) Grant period of performance start and end dates:	Start: March 1, 2020 End: December 30, 2020
(vi) Total amount of federal funds obligated by this Grant:	
(vii) Total amount of federal award committed to Grantee by Agency: <i>(amount of federal funds from this FAIN committed to Grantee)</i>	\$72,552.00
(viii) Federal award project description:	Coronavirus Relief Fund
(ix) Federal awarding agency:	U.S. Department of the Treasury
Name of pass-through entity:	Oregon Department of Administrative Services
Contact information for awarding official of pass-through entity:	Gerold Floyd, CoronavirusReliefFund@Oregon.gov
(x) CFDA number, name, and amount:	Number: 21.019 Name: Coronavirus Relief Fund Amount: \$1,388,506,837.10
(xi) Is award research and development?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
(xii) Indirect cost rate:	Not allowed per U.S. Treasury guidance
Is the 10% de minimis rate being used per §200.414?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

