

BUDGET MESSAGE FOR FISCAL YEAR 2024 / 2025

The Port of Alsea lost a significant amount of money in the fiscal year 2022 / 2023 – approximately \$30,000. Part of that loss was because of a small reduction in revenues but the bulk of the loss was because of greater expenditures due to a year of significant inflation. The current fiscal year has seen a stabilization of revenues and expenditures and the proposed budget assumes that trend will continue.

As always, the Port is very grateful that the community members of the Budget Committee volunteer to serve in this capacity. As all of you know, Oregon budget law requires that the budget officer / port manager prepare a budget message to submit to the Budget Committee. At a minimum, the budget message must contain the following discussions:

I. An Explanation of the Budget Documents

Essentially, the budget documents are made up of those predicting revenues (LB-20 for the general fund and LB-35 for the bond fund) and expenditures (LB-31 for a detailed itemization of material and services, LB-30 for a summary of LB-31, payroll expenditures, and contingency funds, and LB-35 which identifies anticipated bond expenditures). LB-50 must also be approved by the Budget Committee. LB-50 is filed with the county and tells the county how much to collect in property taxes for the general fund and the bond fund. The latter funds are used to pay the bondholders for the interest and principal owed to them because they purchased the bonds sold in September, 2018. As was done last year, the payroll costs are higher than would normally be expected to make sure that personnel costs can be paid without a supplemental budget.

The current port manager is retiring about five months into the FY 2024 / 2025. She will be training a selected successor, which will add some to the payroll costs. In addition, the Port may choose to have the current manager continue as a consultant at an agreed upon compensation and for an agreed upon period of time. Those possible costs would need to come out of personnel costs in some fashion.

The Port has looked at ways to increase revenues and has made modest increases in the cost of annual launch passes and moorage fees. The current manager is looking to make a stronger effort to increase the number of crab measures sold by extending the range of visits to potential buyers on the Oregon, Washington, and northern California costs. There are virtually no new costs in producing the crab measures because the Port made that investment in 2022 by purchasing the molds and blanks needed to produce the crab measures. The goal this year will be in increase the number of new customers to purchase the crab measures.

In addition, the Port is looking at ways to contain expenditures. The Port raised the hourly wage for the seasonal employees every year, with a more substantial increase after the year of high

inflation. While the budget itself does not show the wages of the seasonal employees, the port manager has determined there will not be a wage increase this year. It will remain at \$19.00 per hour. During the FY 2022 / 2023, the port manager and the Dock of the Bay manager did not receive salary increases, but instead received \$2,500 bonuses. After the year of high inflation of 8.5%, the port manager and the Dock of the Bay manager received 5% increases in salary. The port manager proposes a 3% increase in their salaries to keep them from losing more purchasing power.

II. A Brief Description of the Proposed Budget Policies for the Coming Fiscal Year

The Port of Alsea operates on a cash basis rather than an accrual basis. As has been the case in the past, the Port of Alsea always looks for ways to increase the cash received and attempts to reduce the expenditures going out. Last year, the Port made some modest improvements to the Port facilities and the Dock of the Bay. The Port anticipates that there will be some changes to where some of the equipment is currently located, which will require the rental of equipment to move some of the machinery, such as the machine that makes the crab measures. The Port will also need to rent equipment to fill potholes in the east gravel parking lot. The Port has arranged to have the City of Waldport do some street maintenance of Port Street, which is owned by the Port, and reimburse the city for its expenditures. The largest capital project, should the Port choose to do it, is the replacement of the Dock of the Bay's roof with a metal roof that would extend over the crab cooking area. The bid for that project is \$10,190 and is included in the budget as the Port's only capital project. The Port has set a goal of saving \$50,000 each year from the profits from the Dock of the Bay for future dredging.

FORM LB-20

RESOURCES
General Fund

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			388,571						5,617	26,513	1,/14	25,503	29,805	6,699	87,983	1,304	2,793	6,000	18,160	31,760	2,072	4,616	2,400	922	14,800	0	0	172	49,140	0	70,598	Second Preceding Year 2021 / 2022	Actual		
			431,158						4,298	28,603	1,741.00	28,703	31,055	7,122	108,340	115.00	2,280	3,000	13,054	49,730	0	2,100	2,600	10,234	2,221	0	0	3,311.00	48,643.00	0	84,008	First Preceding Year 2022 / 2023	ual	Historical Data	
552,213		52,000	500,213						10,000	28,000	2,000	25,000	30,000	7,000	110,000	300	2,000	3,000	20,000	50,000	30,000	2,100	0	11,235	14,078	0	0	500	5,000	0	150,000	This Year 2023 /2024	Adopted Budget		
31. TOTAL RESOURCES	30. Taxes collected in year levied	29. Taxes estimated to be received	28. Total resources, except taxes to be levied	27	26	25	24	23	22 Bulk Sales	21 Merchandise Sales	20 Food and Beverages	19 Shellfish Licenses	18 Crab Ring Rentals / Bait	17 Crab Cooking / Ice	16 Boat Rentals	15 Misc. Revenue	14 Commercial Licenses	13 Donations	12 Moorage	11 Launch Income	10 Grant Income	9 Lease: Alsea Bay Crab Co.	8 Lease: Shrimp Daddy	7. Lease: Salty Dawg	6. Lease: Dock of the Bay	OTHER RESOURCES	5. Transferred in from Other Funds	4. Interest	3. Previously levied taxes estimated to be received	2. Net working capital (accrual basis)	1. Available cash on hand* (cash basis) or	RESOURCE DESCRIPTION			
502,000		53,000	449,000						8,000	30,000	1,500	25,000	30,000	7,000	100,000	300	2,000	3,000	20,000	50,000	30,000	0	0	10,850	14,350		0	3,000	3,000		150,000	Proposed By Budget Officer		Budget	
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^{*}Includes ending balance from prior year

Requirements Summary

ALLOCATED to an organizational unit or program & activity.

GENERAL FUND

(Fund)

PORT OF ALSEA

(Name of Municipal Corporation)

		Historical data]
	Actual Actual	ual	Adopted budget	Requirements for	Budge	Budget for next year 2024	_25	
	year 2021 -22	year 20 <u>22 -23</u>	year 2023 -24	(Name of program or organizational unit)	Proposed by	Approved by	Adopted by	
_				Personnel services	Budget Ufficer	Budget Committee	Governing Body	
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150-5	150-504-030 (Rev. 05-27-21)				412,291		(0)	35

Requirements Summary
ALLOCATED to an organizational unit or program & activity.

GENERAL FUND

(Fund)

PORT OF ALSEA

(Name of Municipal Corporation)

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Form OR-LB-31

Detailed Requirements

General

(Fund)

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FORM LB-35

BONDED DEBT

RESOURCES AND REQUIREMENTS

Bond Funds (Fund)

Revenue Bonds or

Bond Debt Payments are for:

✓ General Obligation Bonds

(Name of Municipal Corporation) Port of Alsea

					*If this form is used for rowning hands property to see	*If this for	1	150-504-035 (Rev 10-16)	
	0		158,068	TOTAL REQUIREMENTS		151,632 30	147,982	144,182	30
29					29 Tax Credit Bond Reserve	2			29
ž				Fund	28 Loan Repayment to	2			28
27				ng Fund Balance	27 Total Unappropriated Ending Fund Balance	2			27
26					26 Ending balance (prior years)	2			26
25					25	2			25
24				A CONTRACTOR OF THE CONTRACTOR	24	2			24
ž					23	2			23
2				Projected Payment Date	Bond Issue	2			22
				Unappropriated Balance for Following Year By	Unappropriated Balanc				
_	0		98,068	Total Interest		101,632 21	102,982	104,182	21
2 (20	2			20
19			49,034	May 31, 2025		50,816 19	51,491	52,091	19
18			49,034	November 30, 2024	18	50,816 1	51,491		18
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13			60,000	May 31, 2025		50,000 13	45,000	40,000	13
3				Budgeted Payment Date	12 Bond Issue	H.			12
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_				ved *	9 Taxes Estimated to be Received *				9
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7				es to be Levied	7 Total Resources, Except Taxes to be Levied				7
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4				e Received	4 Previously Levied Taxes to be Received				4
w				sis)	3 Working Capital (Accrual Basis)				ω
2			12,000	sh Basis), or	2 Beginning Cash on Hand (Cash Basis), or	10,000 2	1,702	194	2
				Resources	Reso				, .
	Governing Body	Budget Committee	Budget Officer			This Year 2023-24	Year 2022 - 23	Year 2021-22	
	Adopted By	Approved By	Proposed By	REQUIREMENTS	RESOURCES AND REQUIREMENTS	Adopted Budget	First Preceding	Second Preceding	
				ION OF	DESCRIPTION OF		ual	Actua	
		2024 -2025					Historical Data		
	(walle of Mullicipal corporation)	(INDITIONAL)							7

^{*}If this form is used for revenue bonds, property tax resources may not be included.

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

FORM OR-LB-50 2024-2025

• •	To assessor o	ofC	ounty	•				
Be sure to read instructions i	n the Notice of Proper	ty Tax Levy Forms and Ins	truction	booklet				Check here if this in an amended form.
The Down of Alexan	h 1h		41	- AL - 6-11-				
The Port of Alsea District Nam		responsibility and authority	•					
on the tax roll of County	Lincoln Name	_County. The property tax	, fee, cl	narge or a	issessme	nt is categorized as	stated	by this form.
P. O. Box 10 Mailing Address of District	60	Waldport City		State	DR	97394 ZIP code		July 15, 2024 Date
Roxie Cuellar	Budget	Officer / Port Manager		State	541-5	63-3872	ro	cuellar@portofalsea.com
Contact Person		Title		<u></u>		Telephone		Contact Person E-Mail
	ounts certified in Pa	ur district is subject to Lo rt I are within the tax rate rt I were changed by the	or lev	y amoun	its appro			
PART I: TAXES TO BE IMPO	SED					Subject to Government Lim or- Dollar Amount		
1. Rate per \$1,000 or Total of	lollar amount levied	(within permanent rate I	limit) .	. 1		0.0333		
2. Local option operating tax				2				
3. Local option capital projec	t tax		<i></i>	3	_			Excluded from Measure 5 Limits
City of Portland Levy for page 1. City of Portland Levy for page 2. City of Portland Levy for page 3. C	ension and disability	obligations		4				Dollar Amount of Bond Levy
5a. Levy for bonded indebtedr		_			01		5a.	
5b. Levy for bonded indebtedr								158,069
5c. Total levy for bonded inde		-					<u> </u>	158,069
	-	7 to modeli o o i mode.		(total of				
PART II: RATE LIMIT CERTIF	FICATION						Г	
6. Permanent rate limit in dol	lars and cents per \$	31,000				,	. 6	0.0333
7. Election date when your no	ew district received	i voter approval for your	perma	nent rate	e limit		. 7	
8. Estimated permanent rate	limit for newly mer	ged/consolidated distr	ict				. 8	
PART III: SCHEDULE OF LO	CAL OPTION TAXE	S - Enter all local ontic	n taxe	s on this	schedul	a If there are mo	ore tha	n two taxes
		attach a sheet showin						,
Purpose (operating, capital projec	et, or mixed)	Date voters approve local option ballot meas		1	ax year ried	Final tax year to be levied	1	Fax amount -or- rate orized per year by voters
Capital Projec	t	May 16, 2018		20	18	2043		
Part IV. SPECIAL ASSESSME	NTS. FEES AND C	HARGES*						
		ORS Authority**					Exc	cluded from Measure 5
Description			Subje	ct to Gen	erai Gove	ernment Limitation		Limitation
1								
2								
*If fees, charges, or assessmer properties, by assessor's acco								

150-504-050 (Rev. 10-24-23)

(see the back for worksheet for lines 5a, 5b, and 5c)

**The ORS authority for putting these assessments on the roll must be completed if you have an entry in Part IV.

assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.