



BUDGET 2020-2021

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**FORM
LB-20**

**RESOURCES
GENERAL FUND**

Port of Brookings Harbor

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2020-21			
	Actual		Adopted Budget This Year Year 2019/20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2017/18	First Preceding Year 2018/19						
1	107,287	167,030	285,000	1 Cash Carryover	60,000	60,000	60,000	1
2	14,343	6,767	9,000	2 Previously levied taxes estimated to be received	9,500	9,500	9,500	2
3	1,400	6,211	7,304	3 Interest	3,570	3,570	3,570	3
4		656,985	795,500	4 Interfund Transfer from Capital Projects (Due to/From)	4,049,825	4,049,825		4
5				5 OTHER RESOURCES		-	-	5
6	558,401	723,837	654,707	6 Administration/Marina/Moorage & Storage	675,255	675,255	675,255	6
7	573,446	594,985	606,869	7 Beachfront RV Park	546,700	546,700	546,700	7
8	90,249	85,856	93,974	8 Boatyard	120,720	120,720	120,720	8
9	517,939	504,262	519,402	9 Commercial Retail	515,000	515,000	515,000	9
10	480,047	621,242	844,000	10 Fuel Dock	900,000	900,000	900,000	10
11	8,330	7,629	8,926	11 Land Use Events	8,540	8,540	8,540	11
12				12		-	-	12
13				13		-	-	13
14	79,427	51,908	5,066	14 Asset Sales	6,000	6,000	6,000	14
15	81,854	25,216	20,657	15 Miscellaneous	29,652	29,652	29,652	15
16	100,000		700,000	16 Long Term Debt Borrowings	715,000	715,000	715,000	16
17				17		-	-	17
18				18		-	-	18
19				19		-	-	19
20				20		-	-	20
21				21		-	-	21
22				22		-	-	22
23	2,612,723	3,451,928	4,550,405	23 Total resources, except taxes to be levied	7,639,762	7,639,762	3,589,937	23
24			225,000	24 Taxes estimated to be received	230,000	230,000	230,000	24
25	223,279	229,043		25 Taxes collected in year levied				25
26	2,836,002	3,680,971	4,775,405	26 TOTAL RESOURCES	7,869,762	7,869,762	3,819,937	26

	Historical Data			REQUIREMENT TOTALS	Budget For Next Year 2020-21			
	Actual		Adopted Budget This Year Year 2019/20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2017/18	First Preceding Year 2018/19						
				PERSONNEL SERVICES				
1	98,300	45,436	84,018	1 Salary Port Manager	87,860	87,860	84,500	1
2	94,970	126,196	153,838	2 Hourly / Port Office Staff	104,000	104,000	116,465	2
3	40,297	38,356	46,585	3 Hourly / RV Park Office Staff	56,965	56,965	48,194	3
4	123,087	131,145	248,577	4 Hourly / Operations Staff	155,590	155,590	192,836	4
5	16,520	8,602	10,828	5 Overtime	5,440	5,440	6,145	5
6	112,935	122,339	157,710	6 Costs & Benefits	124,390	124,390	129,350	6
7	22,395	3,748	14,205	7 Workers Comp	18,920	18,920	18,920	7
8	58,838	64,768	85,964	8 Health Care & Dental	63,665	63,665	63,665	8
9	567,342	540,590	801,725	9 TOTAL PERSONNEL SERVICES	616,830	616,830	660,075	9
10	9	9	13	10 TOTAL FULL-TIME EQUIVALENT (FTE)	8	8	9.5	10
				MATERIALS AND SERVICES				
11	12,051	14,038	12,928	11 Advertising & Notifications	14,105	14,105	14,105	11
12	282,518	305,244	556,284	12 Repairs and Maintenance	331,617	331,617	288,372	12
13	414,262	530,615	750,000	13 Fuel Purchased for resale	800,000	800,000	800,000	13
14	272,967	268,928	281,292	14 Utilities	319,483	319,483	319,483	14
15	44,290	63,526	40,000	15 Office Expense	61,011	61,011	61,011	15
16	25,404	32,419	35,131	16 Bank Services & Finance Fees	34,818	34,818	34,818	16
17	2,685	2,691	11,500	17 Travel & Training	10,162	10,162	10,162	17
18	34,333	35,020	29,317	18 Permit, Licenses, Taxes, Misc.	12,085	12,085	12,085	18
19	18,436			19 Bad Debt		-	-	19
20	15,000			20 Harbor RFPD Service		-	-	20
21	88,543	93,503	83,941	21 Insurance - Property, Liability & Bond	86,996	86,996	86,996	21
22	105,380	105,803	114,570	22 Professional Fees	81,463	81,463	81,463	22
23	1,315,869	1,451,787	1,914,963	23 TOTAL MATERIALS AND SERVICES	1,751,740	1,751,740	1,708,495	23
				CAPITAL OUTLAY				
24				24 Golf Carts				24
25	143,227	16,736		25 2018 Genie Forklift				25
26	20,553			26 2018 Ford F150 Truck				26
27			30,000	27 Staff Vehicle/s				27
28				28 Installation of Electrical Basin 1 Dock D				28
29				29 Security System				29
30			50,000	30 RV Park Restroom & Laundry Facility	715,000	715,000	715,000	30
31	163,780	16,736	80,000	31 TOTAL CAPITAL OUTLAY	715,000	715,000	715,000	31
32	2,046,991	2,009,113	2,796,688	32 TOTAL ALLOCATED REQUIREMENTS	3,083,570	3,083,570	3,083,570	32
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
33				33 GENERAL FUND per Department Totals				33
34	1,095,109	1,023,767	1,318,996	34 Administration/Marina/Moorage & Storage	1,094,879	1,094,879	1,094,879	34
35	224,937	220,421	316,067	35 Beachfront RV Park	928,311	928,311	928,311	35
36	105,514	55,284	116,014	36 Boat Yard	84,428	84,428	84,428	36
37	170,180	101,214	226,489	37 Commercial Retail	132,218	132,218	132,218	37
38	446,046	606,099	814,615	38 Fuel Dock	841,114	841,114	841,114	38
39	5,205	2,328	4,507	39 Property Ground/Events	2,620	2,620	2,620	39
40				40		-	-	40
41				41				41
42	2,046,991	2,009,113	2,796,688	42 TOTAL ALLOCATED REQUIREMENTS	3,083,570	3,083,570	3,083,570	42

FORM
LB-30

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND

Port of Brookings Harbor

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2020-21			
	Actual		Adopted Budget This Year Year 2019/20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2017/18	First Preceding Year 2018/19						
				PERSONNEL SERVICES NOT ALLOCATED				
1				1				1
2				2				2
3	-	-	-	3	-	-	-	3
4				4				4
				TOTAL PERSONNEL SERVICES				
				TOTAL FULL-TIME EQUIVALENT (FTE)				
				MATERIALS AND SERVICES NOT ALLOCATED				
5				5				5
6				6				6
7	-	-	-	7	-	-	-	7
				TOTAL MATERIALS AND SERVICES				
				CAPITAL OUTLAY NOT ALLOCATED				
8				8				8
9	-	-	-	9	-	-	-	9
				TOTAL CAPITAL OUTLAY				
				DEBT SERVICE				
10				10				10
11	-	-	-	11	-	-	-	11
				TOTAL DEBT SERVICE				
				SPECIAL PAYMENTS				
12				12				12
13				13				13
14	-	-	-	14	-	-	-	14
				TOTAL SPECIAL PAYMENTS				
				INTERFUND TRANSFERS				
15	168,177	167,313	130,120	15	130,120	130,120	130,120	15
16	324,617	468,051	397,248	16	427,247	427,247	427,247	16
17	118,187	734,245	625,000	17	75,000	75,000	75,000	17
18				18	4,049,825	4,049,825		18
19	11,000	21,473	126,200	19	24,000	24,000	24,000	19
20	621,981	1,391,082	1,278,568	20	4,706,192	4,706,192	656,367	20
21			10,149	21	35,000	35,000	35,000	21
22	621,981	1,391,082	1,288,717	22	4,741,192	4,741,192	691,367	22
23	2,046,991	2,009,113	2,796,688	23	3,083,570	3,083,570	3,083,570	23
24			4,085,405	24	7,824,762	7,824,762	3,774,937	24
25	167,030	280,776	690,000	25	45,000	45,000	45,000	25
26	2,836,002	3,680,971	4,775,405	26	7,869,762	7,869,762	3,819,937	26

**FORM
LB-35**

**RESOURCES AND REQUIREMENTS
REVENUE BOND DEBT SERVICE FUND - USDA**

Bond Debt Payments are for:

- Revenue Bonds or
 General Obligation Bonds

Port of Brookings Harbor

	Historical Data			DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget For Next Year 2020-21					
	Actual		Adopted Budget This Year Year 2019/20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
	Second Preceding Year 2017/18	First Preceding Year 2018/19								
				Resources						
1	60,044	98,825	98,395	1	Cash Carry Over	98,395	98,395	98,395	1	
2	724	1,880	700	2	Interest	2,000	2,000	2,000	2	
3	168,177	167,313	130,120	3	Transferred from General Fund	130,120	130,120	130,120	3	
4	228,945	268,018	229,215	4	TOTAL RESOURCES	230,515	230,515	230,515	4	
					Requirements					
					Bond Principal Payments					
					Issue Date	Budgeted Payment Date				
5	65,730	69,016	72,487	5	November 6, 2000	November 6, 2020	76,112	76,112	76,112	5
6				6						6
7	65,730	69,016	72,487	7	TOTAL PRINCIPAL		76,112	76,112	76,112	7
					Bond Interest Payments					
					Issue Date	Budgeted Payment Date				
8	64,390	61,104	57,633	8	November 6, 2000	November 6, 2020	54,008	54,008	54,008	8
9				9						9
10	64,390	61,104	57,633	10	TOTAL INTEREST		54,008	54,008	54,008	10
			700,000		Unappropriated Balance for Following Year By					
					Issue Date	Payment Date				
11		38,000		11	Transfer to Capital Projects RES#506					
12		168,120	130,120	12	Total Appropriations		130,120	130,120	130,120	12
13	98,825	99,898	99,095	13	UNAPPROPRIATED ENDING FUND BALANCE		100,395	100,395	100,395	13
14	228,945	268,018	229,215	14	TOTAL REQUIREMENTS		230,515	230,515	230,515	14

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

RESOURCES AND REQUIREMENTS

Debt Payments are for:

- Revenue Bonds or
- General Obligation Bonds

**FORM
LB-35**

Debt Service Fund

Port of Brookings Harbor

	Historical Data			DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget For Next Year 2020-21					
	Actual		Adopted Budget This Year Year 2019/20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
	Second Preceding Year 2017/18	First Preceding Year 2018/19								
				Resources						
1	13,689	24,069	23,602	1	Cash Carryover	23,602	23,602	23,602	1	
2	507	1,025	600	2	Interest	1,500	1,500	1,500	2	
3	324,617	468,051	397,248	3	Transferred IN from General Fund	427,247	427,247	427,247	3	
4				4					4	
5	338,813	493,145	421,450	5	TOTAL RESOURCES	452,349	452,349	452,349	5	
					Requirements					
					Principal Payments					
					Issue Date	Budgeted Payment Date				
6	864	864	14,500	6	Tidewinds	Monthly			6	
7	3,889	12,060	12,803	7	Genie 2018 Forklift	Monthly on the 15th	13,616	13,616	13,616	7
8	40,888	42,676	45,202	8	50 BFMII Travelift Lease	Monthly on the 22nd	47,754	47,754	47,754	8
9			9,327	9	RV Park Restroom/Laundry Facility & Upgrade	Monthly	38,529	38,529	38,529	9
10	249,769	344,128	294,500	10	IFA Loans	Quarterly	290,000	290,000	290,000	10
11				11	IFA Sale of Assets		4,800	4,800	4,800	11
12	295,410	399,728	376,332	12	TOTAL PRINCIPAL		394,699	394,699	394,699	12
					Interest Payments					
					Issue Date	Budgeted Payment Date				
13	1,970	5,516	4,773	13	Genie 2018 Forklift	Monthly on the 15th	3,959	3,959	3,959	13
14	15,533	13,232	10,706	14	50 BFMII Travelift Lease	Monthly on the 22nd	8,154	8,154	8,154	14
15			5,105	15	RV Park Restroom/Laundry Facility & Upgrade	Monthly	20,435	20,435	20,435	15
16	1,831	3,663	-	16	IFA Loans	Quarterly	-	-	-	16
17				17						17
18	19,334	22,411	20,584	18	TOTAL INTEREST		32,548	32,548	32,548	18
					Unappropriated Balance for Following Year By					
					Issue Date	Payment Date				
19				19						19
20		50,000		20	Transfer to Capital Projects RES #506					20
21		472,139	396,916	21	Total Appropriations		427,247	427,247	427,247	21
22	24,069	21,006	24,534	22	UNAPPROPRIATED ENDING FUND BALANCE		25,102	25,102	25,102	22
23	338,813	493,145	421,450	23	TOTAL REQUIREMENTS		452,349	452,349	452,349	23

RESOURCES AND REQUIREMENTS

CAPITAL PROJECTS FUND

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget For Next Year 2020-21				
	Actual		Adopted Budget This Year Year 2019/20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2017/18	First Preceding Year 2018/19							
				RESOURCES					
1	46,509	3,897	11,000	1	Cash Carryover	2,500	2,500	2,500	1
2	350	6		2	Interest		-	-	2
3	118,187	734,245	625,000	3	Interfund Transfer from General Funds	75,000	75,000	75,000	3
4				4	Interfund Transfer from Capital Projects (Due to/From)	4,049,825	4,049,825		4
5		38,000		5	Interfund Transfer from Revenue Bond Fund		-	-	5
6		50,000		6	Interfund Transfer from Debt Service Fund		-	-	6
7				7	Inter fund Transfer from Reserve Fund		-	-	7
8	4,785	4,825	4,785	8	OSMB MAP Grant	4,825	4,825	4,825	8
9	270,613	3,591		9	OSMB Boarding Dock Agreement #1587		-	-	9
10		3,601		10	FEMA PW22 Storm Damage		-	-	10
11		619,371	182,000	11	FEMA DR-2458 PW319 Basin 1 Piling Project		-	-	11
12				12	FEMA DR-4432-OR DREDGING	656,250	656,250	656,250	12
13				13	FEMA DR-4432-OR SLOPE REPAIR	566,250	566,250	566,250	13
14				14	FEMA DR-4452-OR	1,327,500	1,327,500	1,327,500	14
15				15	FEMA DHS Grant Security System	75,000	75,000	75,000	15
16				16	FEMA Matching Funds	850,000	850,000	850,000	16
17		39,244		17	State Lottery Funds - IFA L16010 Dock Renovation		-	-	17
18			600,000	18	State Lottery Funds - C2019375 Dock Repair & Improvemen	570,000	570,000	570,000	18
19	440,444	1,496,780	1,422,785	19	TOTAL RESOURCES	8,177,150	8,177,150	4,127,325	19
					REQUIREMENTS				
20	205	3,897	4,785	20	OSMB MAP Grant	4,825	4,825	4,825	20
21	401,586	3,296		21	OSMB Boarding Dock Agreement #1587		-	-	21
22	33,527	766,257		22	FEMA DR-2458 PW319 Basin 1 Piling Project		-	-	22
23			5,000	23	FEMA DR-4432-OR DREDGING	875,000	875,000	875,000	23
24			5,000	24	FEMA DR-4432-OR SLOPE REPAIR	755,000	755,000	755,000	24
25			10,000	25	FEMA DR-4452-OR	1,770,000	1,770,000	1,770,000	25
26				26	FEMA DHS Grant Security System	100,000	100,000	100,000	26
27		39,244		27	State Lottery Funds - IFA L16010 Dock Renovation		-	-	27
28		1,232	600,000	28	State Lottery Funds - C2019375 Dock Repair & Improv	620,000	620,000	620,000	28
29	1,229	14,933		29	FEMA Forced Labor Expenses		-	-	29
30		357		30	OSMB Grant Forced Labor Expenses		-	-	30
31		656,985	795,500	31	Interfund Transfer from Capital Projects (Due to/From)	4,049,825	4,049,825		31
32	436,547	1,486,201	1,420,285	32	Total Appropriations	8,174,650	8,174,650	4,124,825	32
33	3,897	10,579	2,500	33	UNAPPROPRIATED ENDING FUND BALANCE	2,500	2,500	2,500	33
34	440,444	1,496,780	1,422,785	34	TOTAL REQUIREMENTS	8,177,150	8,177,150	4,127,325	34

**FORM
LB-11**

Resolution #307 established this fund in 1998 for dock maintenance and future dock replacements. Eq, Land and Buildings (See attached Schedule C)

RESOURCES AND REQUIREMENTS

RESERVE FUND

Port of Brookings Harbor

	Historical Data			DESCRIPTION	Budget For Next Year 2020-21				
	Actual		Adopted Budget This Year Year 2019/20		RESOURCES AND REQUIREMENTS	Proposed By Budget Officer	Approved By Budget Committee		Adopted By Governing Body
	Second Preceding Year 2017/18	First Preceding Year 2018/19							
				RESOURCES					
1		11,908	24,390	1	Cash Carryover	130,000	130,000	130,000	1
2	98	521	2,500	2	Interest	3,000	3,000	3,000	2
3	11,000	21,473	126,200	3	Transferred IN from General Fund	24,000	24,000	24,000	3
4			-	4			-	-	4
5			-	5			-	-	5
6				6					6
7	11,098	33,902	153,090	7	TOTAL RESOURCES	157,000	157,000	157,000	7
				REQUIREMENTS					
8				8	Transferred OUT to General Fund			-	8
9				9	Transferred OUT to Capital Projects Fund			-	9
10				10				-	10
11				11				-	11
12				12				-	12
13				13				-	13
14	-	-	-	14	Total Appropriations	-	-	-	14
15	11,908	33,902	153,090	15	UNAPPROPRIATED ENDING FUND BALANCE	157,000	157,000	157,000	15
16	11,908	33,902	153,090	16	TOTAL REQUIREMENTS	157,000	157,000	157,000	16