

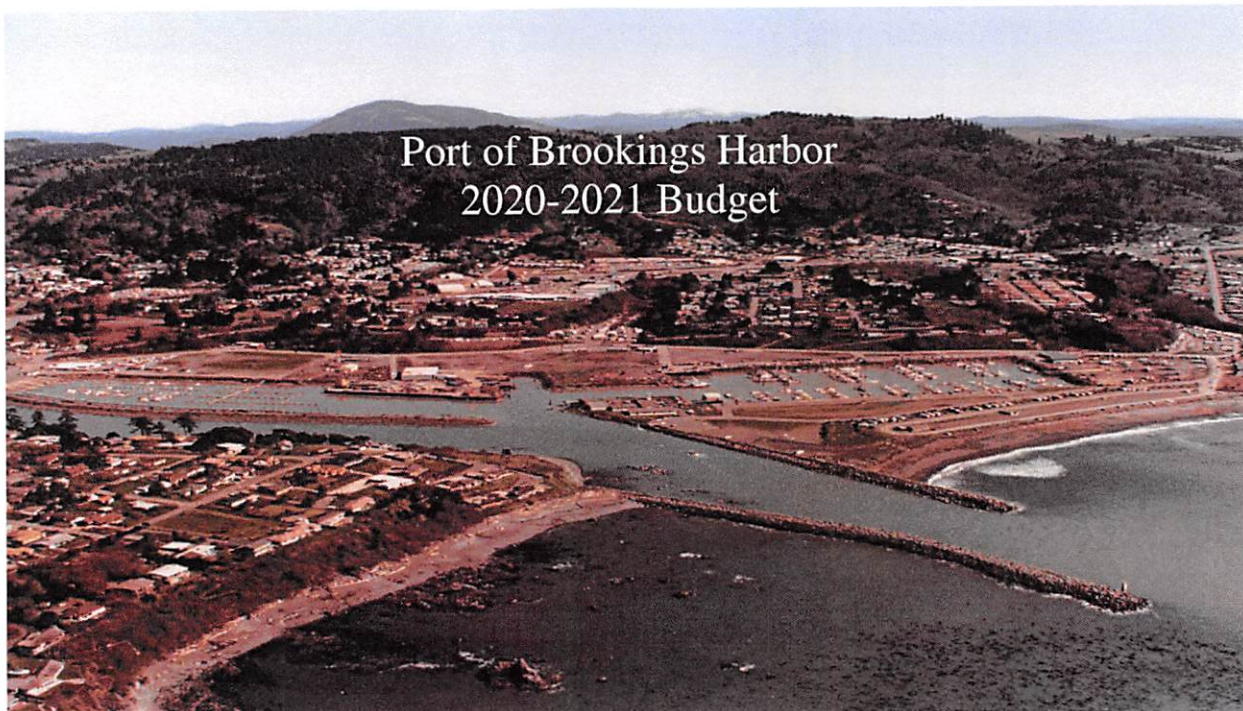
Budget for Fiscal Year 2020 - 2021



Circa: 1920



Circa: 1959



Circa: 1980

BUDGET COMMITTEE

Board of Commission

Term Expires

Roy Davis, President	2023
Richard Heap, Vice President	2021
Joseph Speir, Treasurer	2021
Sharon Hartung, Secretary	2023
Kenneth Range, Commissioner	2021

Committee Members at Large

Al Cornell, Chairman	2021
Richard Constestible	2023
Thomas Beene	2023

Port Manager
Gary Dehlinger

Harbormaster
Travis Webster

Financial Officer
Kim Boom

May 12, 2020

Citizens of Port District
Port Commissioners
Budget Committee Members
Port Staff



Budget Message Fiscal Year 2020-2021

The Port of Brookings Harbor is pleased to present the Fiscal Year 2020-2021 annual operating budget to the Budget Committee and the Port's Board of Commissioners as required by ORS 294.333.

The COVID-19 pandemic the world is currently enduring has affected the regional economy and in turn will influence the Port's revenues to function properly. The aftereffects of this pandemic are uncertain and unknown; therefore, this budget considers revenue losses from its main revenue sources and with it, a reduced Port staff.

Budget Process

The budget process begins in January each year. Information, along with past historical data and a projection of future revenue, are used to prepare the proposed budget.

The Budget Officer, appointed by the commission, prepares and reviews the budget with staff for the needs and goals for the upcoming 2020-2021 fiscal year.

The proposed budget is then presented to the Budget Committee. The Budget Committee meets to publicly discuss and hear public comments on the proposed budget, gathering recommendations, make any changes and then approve the proposed budget. More public meetings may be needed to achieve this process.

A summary of the approved budget is then published in the local newspaper and Port website for public information and review. Prior to June 30, the Board of Commissioners holds a public hearing to receive public input on the programs and services funded in the budget as approved by the Budget Committee. Since the Port operates on a fiscal year beginning July 1st and ending June 30th, the budget must be adopted by the Board by June 30th of each year.

Port Overview

The Mission of the Port of Brookings Harbor is to preserve and enhance its economic activities; to facilitate, through the creation of local, state and federal partnerships, the full economic potential of the Port of Brookings Harbor and Curry County; and to develop a course of action, that over time, ensures the self-sufficiency of the Port District. The Commissioners, Management and Staff of the Port of Brookings Harbor recognize their primary responsibility is to optimally manage the publicly owned asset of the Port for the purpose of serving the public interest by encouraging economic growth of the Port District as well as Curry County as a whole.

Budget Message

The Port District of Brookings Harbor covers an area of 400 square miles reaching from the mouth of the Chetco River to the Oregon-California border, north to the drainage of the Pistol River, and east to the Curry-Josephine County line. The Port District is governed by five-member commission elected at-large from the district, which has a population of approximately 16,000 people. The five-member Port Commission is responsible for all of the activities of the Port and the management of public assets. Commissioners serve without compensation for a term of four years. There are four official positions within the Commission: Chairman, Vice Chairman, Secretary and Treasurer. These positions are filled by vote, within the Commission.

Approximately 10% of the Port's operating budget is derived from the collection of property taxes levied on the citizens of the Port district.

Operating revenues, plus levied taxes essentially equal planned operating expenses, capital improvements and debt service.

The Port's operating revenue includes moorage, storage, fuel dock, boatyard, commercial leases, and the RV Park.

Moorage

Basin 1 vessel moorage has two sections of dock access. The first section, Docks A, B and C have power and water to the slips and Dock D has water only. Installing power to Dock D is not planned during this budget cycle due to budget constraints and other projects. The second section, Docks E, F and G have water only to the slips. Docks F and G plan to be modified during this budget cycle to increase navigation access and provide side-ties for large vessels. Basin 1 will have the capacity to moor 237 vessels.

Basin 2 moorage has four sections of dock access. Two sections, Docks N and O, and Docks P and Q, can accommodate large commercial and recreational vessels. Other two sections, Docks C thru H, and Docks I and J, accommodate mostly small to medium size recreational vessels. Dock C continues to be closed from sloughing slopes and lack of dredging. All slips are supplied with power and water. Majority of the docks are over 40 years old. During this budget cycle limited restoration of the old docks will continue.

Replacement of wood pilings and restoration work on Transient and Work Docks is schedule during this fiscal year using State Lottery funds managed through Business Oregon. Expenses must be paid by Port funds and then are reimbursed by Business Oregon.

FEMA projects for dredging slope repair are anticipated during this budget cycle. The dredging project would remove 40,000 cubic yards of sediment in Basins 1 & 2 which was deposited during 2019 storms. The second FEMA project would repair 2,000 feet of Basin 2 slopes. Expenses must be paid by Port funds and then are reimbursed by FEMA.

Maintenance dredging should be planned on a routine basis after FEMA projects are completed.

This year budget cycle also includes a possible Homeland Security Grant to install a security camera system. This grant would install cameras, hardware and software for the system. If the grant fails, the plan would be installing the security system in phases. First phase would include some cameras, hardware and software to operate the system. Second phase would then be planned for the next budget cycle. Once completed, security cameras would cover the entire Port property.

Boat launch ramp parking lot sealcoating and restriping are scheduled under this budget.

Gear Storage

Gear storage provides a small amount of revenue for the Port, but it provides a valuable service for the local commercial fleet.

Regulations regarding industrial stormwater runoff has propelled the Port to look at the development of the storage infrastructure. Ongoing stormwater testing and reporting will determine the outcome of this facility. Development plans of the storage infrastructure is under review.

Security fencing was approved last year to enclose the entire industrial facility. This year budget cycle includes funding to install security fencing.

Fuel Dock

The fuel dock is a valuable resource to the commercial fleet, Coast Guard and recreational vessels. While the fuel dock does not supply much revenue for the Port, it does supply support of other revenue generating sources.

Fuel dock ramp repair and restoration is planned during this fiscal year using State Lottery funds managed through Business Oregon. Expenses must be paid by Port funds and then are reimbursed by Business Oregon.

RV Park

RV Park continues to provide the Port with valuable revenue to pay outstanding debts and support other Port related operations.

Main restroom/shower facility was closed from storm related issues to the sanitary system and other health related issues. Since 2016, the RV Park has lost revenue generating sources and amenities such as the laundromat building, mini-mart, dry camping sites, tent sites and main restroom/shower facilities.

Plans are being developed to rebuild the lost amenities. A new restroom/shower building, new laundry building, nine new pull-thru sites and upgrading the electrical system is planned for this budget cycle. The Port is working to complete a private bank loan to fund the construction. The new RV sites are estimated to cover the cost of the new debt.

Commercial Leases

Commercial leases continue to provide the Port with valuable revenue to pay outstanding debts and support other Port related operations. Port is a landlord to thirty-five (35) tenants throughout the Port. Types of leases range from retail stores, warehouse shop/storage, land rental and commercial receiving docks.

Roof repair to the Visitor Center building and general maintenance of Port facilities are planned in this budget cycle.

Boat Yard

The boat yard is a do-it-yourself boat maintenance and minor boat rebuilding. Port staff operates the 50-ton travel lift for hauling out boats. Revenue is generated by haul outs and yard days and is dependent solely on the number of haul outs and boat repair work. Boat yard also includes the Port shop, waste oil facility, equipment and material storage.

Regulations regarding industrial stormwater runoff has propelled the Port to look at the development of the boat yard infrastructure. Ongoing stormwater testing and reporting will determine the outcome of this facility. Development plans of the boat yard infrastructure is under review.

Port Office and Operations

This budget reduces Port staff positions due to the COVID-19 pandemic. The Port Office hours for public visits will be reduced. New measures in the Port Office is aimed to reduce transmittable diseases. The Port will continue providing the best quality service throughout its enterprises. No new hiring is anticipated under this budget cycle. Port management will continue to use specialty services to supplement Port maintenance and repairs.

Accounting Basis

The Port of Brookings Harbor adopted the Government Finance Officers Association (GFOA) Special Purpose Accounting Framework. This framework changed the full-accrual and modified-accrual basis to a modified cash basis accounting and reporting. The revenues are recognized in the period they are received, and expenditures are recognized in the period in which they are paid. GFOA Special Purpose Accounting Framework will benefit the Port for future fiscal auditing, budgeting and accounting. State audit reporting was completed on time last year, only the second time in recent recorded Port history.

The Port continues to use separate funds to capture budgeted and actual revenues and expenditures. Each fund is designed to separate transactions in compliance with specific programs to aid management of public funds received.

Budget Document:

The principles of the budget policy are based on the following.

- Balancing estimated revenues and proposed expenditures
- Allocating resources to achieve desired outcomes
- Measuring program outcomes and progress toward desired outcomes
- Encouraging savings and investments that reduce or avoid future costs
- Planning for the short term and the long term, using consistent assumptions on demographics and trends
- Providing accountability at all levels for meeting program outcomes

The Port budget is made up of five separate funds: General Fund, Bond Fund, Debt Service Fund, Capital Fund and Reserve Fund. Revenues and expenditures for each fund are detailed in the Budget Schedules.

General Fund

The fund starts with an estimated working capital of \$60,000. Resources include \$239,500 from Tax Appropriations, \$3,974,825 from Capital Projects due to/from interfund transfers and \$715,000 from long term borrowings. The remaining revenues are received from the Port's operations, totaling \$7,994,762. Total Allocated Expenditures from the General Fund will total 3,308,570, transfers to other funds \$4,606,192, operating contingency \$35,000 and an unappropriated ending balance of \$45,000 will balance the fund.

USDA Revenue Bond Fund

The fund starts with a working capital of \$98,395 from weekly transfers of prior period from the General Fund. The Bond Fund relies on transfers from the General Fund of \$130,120 to make the annual revenue bond payment of like amount. The annual payment is due November 6th of each year. A reserve of \$13,012 is required by USDA.

Debt Service Fund

The fund starts with a working capital of \$23,602 from weekly transfers of prior period from the General Fund. This fund relies on transfers from the General Fund in the amount of \$427,247 to make obligations to debtors.

The budget includes an additional \$40,000 to make up suspended payments to the IFA. The suspended payments were granted by the Governor after the Tsunami of March 2011 in an attempt to relieve some of the debt burden during the fiscal emergency. The requirements of \$364,348 for the debt payment amounts are found in Schedule C.

Capital Projects Fund

The Capital Projects Fund provides a separate accounting of government funded projects. The fund maintains a separate bank account with an average balance of \$2,500. During the process of a project, the Capital Projects Fund receives advances from the General Fund to finance the projects. These advances are then submitted for reimbursements from governmental funding agencies. When the reimbursements are received, the Capital Projects Fund then returns/repays the advancements to the General Fund.

Detail of anticipated governmental funding is shown on Form LB11 of the Budget Package, page 6. Three major projects are budgeted for this fiscal year.

State Lottery Funds C2019375 Dock Repair and Improvement

The first phase of project C2019375 Dock Repair and Improvement, engineering, permitting and construction drawings, began late 2019. This project is slated to be completed by the end of fiscal year 2020. The State Lottery revenue is budgeted to finance this project.

FEMA DR-4432-OR Dredging and Slope Repair

With the anticipation of approval of the next step in FEMA funding, this project is included in this year's budget.

FEMA DR-4452-OR Dredging

With the anticipation of approval of the next step in FEMA funding, this project is included in this year's budget. Natural Hazards Mitigation Plan may become available, if approved, for general storm water drainage infrastructure.

DHS – Port Security Grant

This grant, if awarded, would provide \$75,000 towards a security camera system for the entire Port property. This grant has a matching required of \$25,000. If approved, this system would be installed late 2020.

Reserve Fund

Resolution 307 Reserve Fund was established in 1998 for dock maintenance and future dock replacements. The Fund disappeared from the budget in 2003. The Reserve Fund is designed to save money for future Port projects or unexpected disasters.

The fund starts with a working capital of \$130,000. This fund relies on transfers from the General Fund in the amount of \$24,000. The funds are not allocated in this budget but are reserved for future expenditures. The funds are to be used for Port assets, see Schedule D / depreciation list and/or for matching funds for planned Capital Projects.

Future Project Planning

Schedule E – Future Project Planning is a new feature added to the budget. It was made to plan out the next five years of Port development following the Strategic Business Plan and to show an estimated cost for budgeting. Projects in this list can be moved ahead or back depending on financial position.

Challenges Ahead

Challenges this Port will be facing during this budget cycle and for years to come:

- COVID-19 economic impact
- Keeping services available and meeting the requirements of Clean Water Act (industrial stormwater DEQ 1200-Z permit) with or without financial support
- Funding for facility repairs and maintenance
- Saving funds for future projects and unexpected disasters
- Matching funds for grants
- Financial stability
- Abandon and delict vessels
- Funding for maintenance dredging
- Strategic Business Planning

Conclusion

This budget continues to provide reliable services to the customers and guests, maintaining and repairing existing assets, paying down debts, complying with local, state and federal regulations with a limited bankroll.

In closing, we would like to acknowledge the teamwork, commitment, and assistance of all of our elected officials, budget committee members, Port Staff, and participating members of our community in the preparation of this budget document.

Gary Dehlinger
Port Manager

Travis Webster
Harbormaster

Kim Boom
Financial Director

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			1
2	14,343	6,767	9,000	2	Previously levied taxes estimated to be received	9,500			2
3	1,400	6,211	7,304	3	Interest	3,570			3
4		656,985	795,500	4	Interfund Transfer from Capital Projects (Due To/From)	4,049,825			4
5				5	OTHER RESOURCES				5
6	558,401	723,837	654,707	6	Administration/Marina/Moorage & Storage	675,255			6
7	573,446	594,985	606,869	7	Beachfront RV Park	546,700			7
8	90,249	85,856	93,974	8	Boatyard	120,720			8
9	517,939	504,262	519,402	9	Commercial Retail	515,000			9
10	480,047	621,242	844,000	10	Fuel Dock	900,000			10
11	8,330	7,629	8,926	11	Land Use Events	8,540			11
12				12					12
13				13					13
14	79,427	51,908	5,066	14	Asset Sales	6,000			14
15	81,854	25,216	20,657	15	Miscellaneous	29,652			15
16	100,000		700,000	16	Long Term Debt Borrowings	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	-	-	23
24			225,000	24	Taxes estimated to be received	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	-	-	26

FORM
LB-30

**REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND**

Port of Brookings Harbor

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			1
2	94,970	126,196	153,838	2 Hourly / Port Office Staff	104,000			2
3	40,297	38,356	46,585	3 Hourly / RV Park Office Staff	56,965			3
4	123,087	131,145	248,577	4 Hourly / Operations Staff	155,590			4
5	16,520	8,602	10,828	5 Overtime	5,440			5
6	112,935	122,339	157,710	6 Costs & Benefits	124,390			6
7	22,395	3,748	14,205	7 Workers Comp	18,920			7
8	58,838	64,768	85,964	8 Health Care & Dental	63,665			8
9	567,342	540,590	801,725	9 TOTAL PERSONNEL SERVICES	616,830	-	-	9
10	9	9	13	10 TOTAL FULL-TIME EQUIVALENT (FTE)	8			10
				MATERIALS AND SERVICES				
11	12,051	14,038	12,928	11 Advertising & Notifications	14,105			11
12	282,518	305,244	556,284	12 Repairs and Maintenance	331,617			12
13	414,262	530,615	750,000	13 Fuel Purchased for resale	800,000			13
14	272,967	268,928	281,292	14 Utilities	319,483			14
15	44,290	63,526	40,000	15 Office Expense	61,011			15
16	25,404	32,419	35,131	16 Bank Services & Finance Fees	34,818			16
17	2,685	2,691	11,500	17 Travel & Training	10,162			17
18	34,333	35,020	29,317	18 Permit, Licenses, Taxes, Misc.	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			21
22	105,380	105,803	114,570	22 Professional Fees	81,463			22
23	1,315,869	1,451,787	1,914,963	23 TOTAL MATERIALS AND SERVICES	1,751,740	-	-	23
				CAPITAL OUTLAY				
24				24 Golf Carts				24
25	143,227	16,737		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			30
31	163,780	16,737	80,000	31 TOTAL CAPITAL OUTLAY	715,000	-	-	31
32	2,046,991	2,009,114	2,796,688	32 TOTAL ALLOCATED REQUIREMENTS	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			34
35	224,937	220,421	316,067	35 Beachfront RV Park	928,311			35
36	105,514	55,284	116,014	36 Boat Yard	84,428			36
37	170,180	101,214	226,489	37 Commercial Retail	132,218			37
38	446,046	606,099	814,615	38 Fuel Dock	841,114			38
39	5,205	2,328	4,507	39 Property Ground/Events	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	-	-	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	TOTAL PERSONNEL SERVICES	-	-	- 3
4				4	TOTAL FULL-TIME EQUIVALENT (FTE)			4
				MATERIALS AND SERVICES NOT ALLOCATED				
5				5				5
6				6				6
7	-	-	-	7	TOTAL MATERIALS AND SERVICES	-	-	- 7
				CAPITAL OUTLAY NOT ALLOCATED				
8				8				8
9	-	-	-	9	TOTAL CAPITAL OUTLAY	-	-	- 9
				DEBT SERVICE				
10				10				10
11	-	-	-	11	TOTAL DEBT SERVICE	-	-	- 11
				SPECIAL PAYMENTS				
12				12				12
13				13				13
14	-	-	-	14	TOTAL SPECIAL PAYMENTS	-	-	- 14
				INTERFUND TRANSFERS				
15	168,177	167,313	130,120	15	Transfer to Bond Debt Service Fund	130,120		- 15
16	324,617	468,051	397,248	16	Transfer to Debt Service Fund	427,247		16
17	118,187	734,245	625,000	17	Transfer to Capital Projects Fund	75,000		17
18				18	Interfund Transfer from Capital Projects (Due to/From)	4,049,825		18
19	11,000	21,473	126,200	19	Transfer to Reserve Fund	24,000		19
20	621,981	1,391,082	1,278,568	20	TOTAL INTERFUND TRANSFERS	4,706,192	-	- 20
21			10,149	21	OPERATING CONTINGENCY	35,000		21
22	621,981	1,391,082	1,288,717	22	TOTAL REQUIREMENTS NOT ALLOCATED	4,741,192	-	- 22
23	2,046,991	2,009,113	2,796,688	23	TOTAL ORG./PROG. REQUIREMENTS	3,083,570	-	- 23
24			4,085,405	24	Total Appropriations	7,824,762	-	- 24
25	167,030	280,776	690,000	25	UNAPPROPRIATED ENDING FUND BALANCE	45,000		25
26	2,836,002	3,680,971	4,775,405	26	TOTAL REQUIREMENTS	7,869,762	-	- 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		-	1
2	724	1,880	700	2	Interest	2,000		-	2
3	168,177	167,313	130,120	3	Transferred from General Fund	130,120		-	3
4	228,945	268,018	229,215	4	TOTAL RESOURCES	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		5
6				6					6
7	65,730	69,016	72,487	7	TOTAL PRINCIPAL		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		- 8
9				9					9
10	64,390	61,104	57,633	10	TOTAL INTEREST		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				11
12		168,120	130,120	12	Total Appropriations		130,120	-	- 12
13	98,825	99,898	99,095	13	UNAPPROPRIATED ENDING FUND BALANCE		100,395		- 13
14	228,945	268,018	229,215	14	TOTAL REQUIREMENTS		230,515	-	- 14

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

FORM
LB-35

RESOURCES AND REQUIREMENTS

Debt Service Fund

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	13,689	24,069	23,602	1	Cash Carryover	23,602			1
2	507	1,025	600	2	Interest	1,500			2
3	324,617	468,051	397,248	3	Transferred IN from General Fund	427,247			3
4				4					4
5	338,813	493,145	421,450	5	TOTAL RESOURCES	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	-	7
8	40,888	42,676	45,202	8	50 BFMII Travelift Lease	Monthly on the 22nd	47,754	-	8
9			9,327	9	RV Park Restroom/Laundry Facility & Upgrade	Monthly	38,529		9
10	249,769	344,128	294,500	10	IFA Loans	Quarterly	290,000		10
11				11	IFA Sale of Assets		4,800		11
12	295,410	399,728	376,332	12	TOTAL PRINCIPAL	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		13
14	15,533	13,232	10,706	14	50 BFMII Travelift Lease	Monthly on the 22nd	8,154		14
15			5,105	15	RV Park Restroom/Laundry Facility & Upgrade	Monthly	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	-	-	18
					Unappropriated Balance for Following Year By				
					Issue Date		Payment Date		
19		22,411		19					19
20		50,000		20	Transfer to Capital Projects RES #506				20
21		472,139	396,916	21	Total Appropriations	427,247			21
22	24,069	21,006	24,534	22	UNAPPROPRIATED ENDING FUND BALANCE	25,102			22
23	338,813	493,145	421,450	23	TOTAL REQUIREMENTS	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			1
2	350	6		2	Interest				2
3	118,187	734,245	625,000	3	Interfund Transfer from General Funds	75,000			3
4				4	Interfund Transfer from General Fund (Due To/From)	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			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			12
13				13	FEMA DR-4432-OR SLOPE REPAIR	566,250			13
14				14	FEMA DR-4452-OR	1,327,500			14
15				15	FEMA DHS Grant Security System	75,000			15
16				16	FEMA Matching Funds	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 & Improvemer	570,000			18
19	440,444	1,496,780	1,422,785	19	TOTAL RESOURCES	8,177,150	-	-	19
				REQUIREMENTS					
20	205	3,897	4,785	20	OSMB MAP Grant	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			23
24			5,000	24	FEMA DR-4432-OR SLOPE REPAIR	755,000			24
25			10,000	25	FEMA DR-4452-OR	1,770,000			25
26				26	FEMA DHS Grant Security System	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			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 to General Fund (Due To/From)	4,049,825			31
32	436,547	1,486,201	1,420,285	32	Total Appropriations	8,174,650	-	-	32
33	3,897	10,579	2,500	33	UNAPPROPRIATED ENDING FUND BALANCE	2,500			33
34	440,444	1,496,780	1,422,785	34	TOTAL REQUIREMENTS	8,177,150	-	-	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			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2017/18	First Preceding Year 2018/19		RESOURCES AND REQUIREMENTS					
				RESOURCES					
1		11,908	24,390	1	Cash Carryover	130,000			1
2	98	521	2,500	2	Interest	3,000			2
3	11,000	21,473	126,200	3	Transferred IN from General Fund	24,000			3
4			-	4					4
5			-	5					5
6				6					6
7	11,098	33,902	153,090	7	TOTAL RESOURCES	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	33,092	153,090	15	UNAPPROPRIATED ENDING FUND BALANCE	157,000			15
16	11,908	33,092	153,090	16	TOTAL REQUIREMENTS	157,000	-	-	16

SCHEDULES

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Schedule A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: ADMINISTRATION/MARINA

Port of Brookings Harbor

	Historical Data			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					
1	98,300	45,436	84,018	1	Salary Port Manager	87,860			1
2	94,970	123,446	153,838	2	Hourly / Port Office Staff	104,000			2
3	55,502	79,335	102,645	3	Hourly / Operations Staff	155,590			3
4		2,750		4	Bonus				4
5	6,516	4,670	6,511	5	Overtime	4,697			5
6	112,935	122,339	157,710	6	Costs & Benefits	124,390			6
7	22,395	3,748	14,205	7	Workers Comp	18,920			7
8	58,838	64,768	85,964	8	Health Care & Dental	63,665			8
9				9					9
10	449,456	446,492	604,891	10	TOTAL PERSONNEL SERVICES	559,122	-	-	10
11	4	4	11	11	TOTAL FULL-TIME EQUIVALENT (FTE)	7			11
				MATERIALS AND SERVICES					
12	10,963	12,392	11,544	12	Advertising & Notifications	13,000			12
13	93,091	171,190	325,557	13	Repairs and Maintenance	175,254			13
14	142,466	130,659	140,790	14	Utilities	133,220			14
15	36,540	54,639	37,940	15	Office Expense	54,462			15
16	9,192	10,069	13,000	16	Bank Services & Finance Fees	7,160			16
17	2,685	2,691	11,500	17	Travel & Training	10,162			17
18	21,606	23,316	9,147	18	Permit, Licenses, Taxes, Misc.	8,284			18
19	18,436			19	Bad Debt				19
20	66,846	73,583	65,883	20	Insurance - Property, Liability & Bond	68,069			20
21	80,048	93,736	68,744	21	Professional Fees	66,146			21
22	481,873	572,275	684,105	22	TOTAL MATERIALS AND SERVICES	535,757	-	-	22
				CAPITAL OUTLAY					
23		5,000		23	Golf Carts				23
24	143,227			24	2018 Genie Forklift				24
25	20,553			25	2018 Ford F150 Truck				25
26	-	-	30,000	26	Vehicle/s				26
27				27	Security System				27
28	163,780	5,000	30,000	28	TOTAL CAPITAL OUTLAY	-	-	-	28
29	1,095,109	1,023,767	1,318,996	29	TOTAL DEPT. REQUIREMENTS	1,094,879	-	-	29

Schedule A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: BEACHFRONT RV PARK

Port of Brookings Harbor

	Historical Data			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					
1	40,297	38,356	46,585	1	Hourly / RV Park Office Staff	56,965			1
2	7,242	11,620	28,153	2	Hourly / RV Park Operations Staff				2
3	3,566	2,748	2,096	3	Overtime	743			3
4				4					4
5				5					5
6				6					6
7	51,105	52,724	76,834	7	TOTAL PERSONNEL SERVICES	57,708	-	-	7
8	1.50	1.5	2	8	TOTAL FULL-TIME EQUIVALENT (FTE)	1.5			8
				MATERIALS AND SERVICES					
9	1,089	1,646	1,384	9	Advertising & Notifications	1,105			9
10	46,727	46,078	43,047	10	Repairs and Maintenance	42,802			10
11	75,883	70,409	78,964	11	Utilities	79,503			11
12	7,544	8,553	1,755	12	Office Expense	6,324			12
13	12,871	14,411	14,131	13	Bank Services & Finance Fees	17,500			13
14	10,446	11,625	19,136	14	Permit, Licenses, Taxes, Misc.	2,771			14
15	15,000			15	Harbor RFPD Service				15
16	932	761	816	16	Insurance - Property, Liability & Bond	1,066			16
17	3,340	2,478	30,000	17	Professional Fees	4,532			17
18	173,832	155,961	189,233	18	TOTAL MATERIALS AND SERVICES	155,603	-	-	18
				CAPITAL OUTLAY					
19				19	Golf Carts				19
20			50,000	20	RV Park Restroom & Laundry Facility	715,000		-	20
21	-			21				-	21
22	-	-		22				-	22
23				23					23
24	-	-	50,000	24	TOTAL CAPITAL OUTLAY	715,000	-	-	24
25	224,937	208,685	316,067	25	TOTAL DEPT. REQUIREMENTS	928,311	-	-	25

**Schedule A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: BOATYARD**

Port of Brookings Harbor

	Historical Data			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					
1	45,168	23,867	76,304	1	Hourly / Operations Staff				1
2	4,876	336	879	2	Overtime				2
3				3					3
4				4					4
5				5					5
6	50,044	24,203	77,183	6	TOTAL PERSONNEL SERVICES	-	-	-	6
7	1	1	1	7	TOTAL FULL-TIME EQUIVALENT (FTE)				7
				MATERIALS AND SERVICES					
8	44,532	13,640	25,367	8	Repairs and Maintenance	32,558			8
9	187	7,872	3,227	9	Utilities	43,505			9
10	10,454	9,569	10,237	10	Insurance - Property, Liability & Bond	8,365			10
11	297			11	Permit, Licenses, Taxes, Misc.				11
12				12					12
13				13					13
14	55,470	31,081	38,831	14	TOTAL MATERIALS AND SERVICES	84,428	-	-	14
				CAPITAL OUTLAY					
15				17					15
16				18					16
17	-	-	-	19	TOTAL CAPITAL OUTLAY	-	-	-	17
18	105,514	55,284	116,014	20	TOTAL DEPT. REQUIREMENTS	84,428	-	-	18

**FORM
LB-30**

**Schedule A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: COMMERCIAL RETAIL**

Port of Brookings Harbor

	Historical Data			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					
1	7,011	5,284	19,613	1	Hourly / Operations Staff				1
2	656	223	586	2	Overtime				2
3				3					3
4				4					4
5	7,667	5,507	20,199	5	TOTAL PERSONNEL SERVICES	-	-	-	5
6	1	1	1	6	TOTAL FULL-TIME EQUIVALENT (FTE)				6
				MATERIALS AND SERVICES					
7	87,999	24,257	135,421	7	Repairs and Maintenance	57,791			7
8	47,141	54,247	51,831	8	Utilities	56,480			8
9	1,984	79	1,034	9	Permit, Licenses, Taxes, Misc.	1,030			9
10	7,747	9,590	5,723	10	Insurance - Property, Liability & Bond	8,387			10
11	17,642	7,534	12,281	11	Professional Fees	8,530			11
12				12					12
13	162,513	95,707	206,290	13	TOTAL MATERIALS AND SERVICES	132,218	-	-	13
				CAPITAL OUTLAY					
14				14					14
15				15				-	15
16	-			16				-	16
17	-	-		17				-	17
18				18					18
19	-	-	-	19	TOTAL CAPITAL OUTLAY	-	-	-	19
20	170,180	101,214	226,489	20	TOTAL DEPT. REQUIREMENTS	132,218	-	-	20

**Schedule A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: FUEL DOCK**

Port of Brookings Harbor

	Historical Data			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					
1	7,854	10,023	20,383	1	Hourly / Operations Staff				1
2	676	626	697	2	Overtime				2
3				3					3
4				4					4
5	8,530	10,649	21,080	5	TOTAL PERSONNEL SERVICES	-	-	-	5
6	0.25	0.5	1	6	TOTAL FULL-TIME EQUIVALENT (FTE)				6
				MATERIALS AND SERVICES					
7	7,211	50,078	25,392	7	Repairs and Maintenance	22,212			7
8	414,262	530,615	750,000	8	Fuel Purchased for Resale	800,000			8
9	5,625	4,429	5,011	9	Utilities	5,155			9
10	164	335	305	10	Office Expense	225			10
11	3,341	7,938	8,000	11	Bank Services & Finance Fees	10,158			11
12	2,563		1,282	12	Insurance - Property, Liability & Bond	1,109			12
13	4,350	2,055	3,545	13	Professional Fees	2,255			13
14				14					14
15	437,516	595,450	793,535	15	TOTAL MATERIALS AND SERVICES	841,114	-	-	15
				CAPITAL OUTLAY					
16				16					16
17	-	-		17				-	17
18				18					18
19	-	-	-	19	TOTAL CAPITAL OUTLAY	-	-	-	19
20	446,046	606,099	814,615	20	TOTAL DEPT. REQUIREMENTS	841,114	-	-	20

Schedule A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: PROPERTY GROUND USE

Port of Brookings Harbor

	Historical Data			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					
1	310	1,017	1,479	1	Hourly / Operations Staff				1
2	230		59	2	Overtime				2
3				3					3
4				4					4
5	540	1,017	1,538	5	TOTAL PERSONNEL SERVICES				5
6	0.15	0.10	0.10	6	TOTAL FULL-TIME EQUIVALENT (FTE)				6
				MATERIALS AND SERVICES					
7	3,000		1,500	7	Repairs and Maintenance	1,000			7
8	1,665	1,311	1,469	8	Utilities	1,620			8
9				9					9
10				10					10
11				11					11
12				12					12
13	4,665	1,311	2,969	13	TOTAL MATERIALS AND SERVICES	2,620	-	-	13
				CAPITAL OUTLAY					
14				14	Golf Carts				14
15				15	2018 Genie Forklift			-	15
16	-			16	2018 Ford F150 Truck			-	16
17	-	-		17	Vehicle/s			-	17
18				18	Security System				18
19	-	-	-	19	TOTAL CAPITAL OUTLAY	-	-	-	19
20	5,205	2,328	4,507	20	TOTAL DEPT. REQUIREMENTS	2,620	-	-	20

Schedule B
Detailed Comparison of Personal Services to Prior Year's Budgets
GENERAL FUND

Port of Brookings Harbor

	Historical Data			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					
1	98,300	45,436	84,018	1	Salary Port Manager	87,860			1
2	94,970	123,446	153,838	2	Hourly / Port Office Staff, (3.5)	104,000			2
3	40,297	38,356	46,585	3	Hourly / RV Office (1.5)	56,965			3
4	123,087	131,145	248,577	4	Hourly / Operations Staff, (3)	155,590			4
		2,750			Bonus				
5	16,520	8,602	10,828	5	Overtime	5,440			5
6	112,935	122,339	157,710	6	Costs & Benefits	124,390			6
7	22,395	3,748	14,205	7	Workers Comp	18,920			7
8	58,838	64,768	85,964	8	Health Care & Dental	63,665			8
9				9					9
10				10					10
11	567,342	540,590	801,725	11	Total Personnel Services	616,830	-	-	11
12	9.5	9.5	13	12	TOTAL FULL-TIME EQUIVALENT (FTE)	8			12

Schedule C
Debt Service Fund Detailed Amortization Schedules

Creditor	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2020	Balance 7/1/2021
Umpqua Bank	7/1/2020	3,168	1,746	4,914	715,000	
RV Park Restroom/Laundry Facility & Upgrade	8/1/2020	3,176	1,738	4,914		
	9/1/2020	3,183	1,730	4,913		
	10/1/2020	3,191	1,723	4,914		
	11/1/2020	3,199	1,715	4,914		
	12/1/2020	3,207	1,707	4,914		
	1/1/2021	3,215	1,699	4,914		
	2/1/2021	3,222	1,691	4,913		
	3/1/2021	3,230	1,683	4,913		
	4/1/2021	3,238	1,675	4,913		
	5/1/2021	3,246	1,668	4,914		
	6/1/2021	3,254	1,660	4,914		
RV Park Restroom/Laundry Facility & Upgrades Total		38,529	20,435	58,964		676,471

m2Lease	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2020	Balance 7/1/2021
50BFMII Travelift Lease	7/22/2020	3,880	779	4,659	169,916	
	8/22/2020	3,898	761	4,659		
	9/22/2020	3,916	743	4,659		
	10/22/2020	3,934	725	4,659		
	11/22/2020	3,952	707	4,659		
	12/22/2020	3,970	689	4,659		
	1/22/2021	3,988	671	4,659		
	2/22/2021	4,006	653	4,659		
	3/22/2021	4,025	634	4,659		
	4/22/2021	4,043	616	4,659		
	5/22/2021	4,062	597	4,659		
	6/22/2021	4,080	579	4,659		
50BFMII Travelift Lease Total		47,754	8,154	55,908		122,162

Schedule C
Debt Service Fund Detailed Amortization Schedules

Creditor	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2020	Balance 7/1/2021
Umpqua Bank Loan#747041620	7/15/2020	1,108	356	1,464	71,246	
2018 Genie Reach Forklift	8/15/2020	1,102	362	1,464		
	9/15/2020	1,108	357	1,465		
	10/15/2020	1,125	340	1,465		
	11/15/2020	1,120	345	1,465		
	12/15/2020	1,136	328	1,464		
	1/15/2021	1,131	333	1,464		
	2/15/2021	1,137	328	1,465		
	3/15/2021	1,174	291	1,465		
	4/15/2021	1,149	315	1,464		
	5/15/2021	1,165	300	1,465		
	6/15/2021	1,161	304	1,465		
Loan for Forklift Total		13,616	3,959	17,575		57,630

Creditor	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2020	Balance 7/1/2021
IFA Business Oregon						
3rd Quarter	9/30/2020	72,500	-	72,500	1,622,892	
4th Quarter	12/31/2020	72,500	-	72,500		
1st Quarter	3/31/2021	72,500	-	72,500		
2nd Quarter	6/30/2021	72,500	-	72,500		
80% for Asset Sales		4,800	-	4,800		
IFA Total		294,800	-	294,800		1,328,092
TOTAL DEBT SERVICE		394,699	32,548	427,247	2,579,054	2,184,355

Creditor	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2020	Balance 7/1/2021
USDA Revenue Bond	11/6/2020	76,112	54,008	130,120	1,080,588	1,004,476
All Debt Totals		470,811	86,556	557,367	3,659,642	3,188,831

**Port of Brookings Harbor
Schedule D - Asset List**

Ending December 31, 2019

Description	Date	Life	Cost	Current Depr	Total Depr	Net Book Value	Insured Value	Years Left
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Machinery & Equip

Eq# 1108 - 2017 Ford 3/4 Ton Truck (8)	2/8/2017	10	26,371	2,637	7,911	18,460	25,871	7
Eq# 1109 - 2019 Ford F-150 Truck (8)	8/5/2019	10	25,703	2,570	2,570	23,133	24,530	9
Eq# 1110 - 2007 Chevrolet CK2500 (8)	11/1/2019	10	4,800	480	480	4,320	4,800	9
Eq# 1117 - 2018 Chevy 1/2 Ton Truck	6/14/2018	10	20,053	2,005	2,340	17,713	20,000	9
Eq# 3701 2013 Doosan 5-Ton Forklift (10)	3/18/2013	10	25,422	2,542	15,889	9,533	25,422	4
Eq# 3705 Port Work Boat			15,000				10,000	
Eq# 3707 Ride-on Lawn Mower (10)	3/12/2010	10	7,599	760	7,092	507	7,500	1
Eq# 3710 Genie Reach Forklift	2/14/2018	25	143,227	5,729	11,458	131,769	145,000	23
Eq# 3711 - 2000 Work Golf Cart EZGO w/Rack	5/10/2019	10	2,500	146	146	2,354	2,500	9
Eq# 3712 - 1996 Work Golf Cart EZGO Enclosed Cab	5/10/2019	10	2,500	146	146	2,354	2,500	9
Eq# 3713 2019 Club Work Golf Cart Enclosed Cab	5/10/2019	10	11,736	685	685	11,051	11,740	9
Eq# 3714 - 2019 Utility Trailer	7/25/2019	10	4,600	192	192	4,408	4,600	10
Eq# 4605 50-Ton Travel Lift (25)	11/10/2016	25	343,750	13,750	41,250	302,500	324,000	22
Steel Wall Hoist Installed 2012							67,000	
Container-refrigerated 20'	12/17/2012	10	8,325	833	5,411	2,914		4
Transient Dock Pedestals	1/29/2013	10	7,980	798	5,121	2,859		4
Underground electrical	3/26/2013	40	18,070	452	2,824	15,247		34
Pump out station #1	6/23/2013	10	29,943	2,994	17,966	11,977	30,600	4
Pump out station #2	6/23/2013	10	29,943	2,994	17,966	11,977	30,600	4
Boat launch pay station	5/4/2015	10	15,055	1,506	4,517	10,539	15,357	7
Total Machinery & Equipment			742,577	41,218	143,962	583,615	752,020	

Computers		5	12,567					
Office Equipment & Furniture		10	220,215					
Tools		5	12,561					
Total Computers, Office Equip & Tools			245,343	0	0	0	18,400	

Total Machinery & Equipment & Tools			987,920	41,218	143,962	583,615	770,420	
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Docks

Docks - Basin 1	2001	40	1,770,000	44,250	870,250	899,750	2,469,000	20
Basin 1 Improvements 2013 (FEMA 2011 Tsunami)	2013	40	591,790	14,795	86,303	505,488		34
Docks - Basin 1 Piling Project	2019	40	801,543	20,039	20,039	781,504		39
Basin 2 Docks & Gangway (FEMA 2011 Tsunami)	2013	40	2,889,325	72,233	487,607	2,401,718		33
Basin 2 Docks	1975	40	402,000		402,000	0	3,212,500	
Docks - Basin 2 Rebuild	2000	40	258,500	6,463	134,447	124,053		19
Transient Dock	1992	40	400,000	10,000	270,000	130,000	656,000	13

**Port of Brookings Harbor
Schedule D - Asset List**

Description	Date	Life	Cost	Current Depr	Total Depr	Net Book Value	Insured Value	Years Left
Boardwalk- Wood	1995	40	700,000	17,500	420,000	280,000		
Boardwalk - Wood, Commercial Retail	1997	40	357,000	8,925	196,350	160,650	1,512,000	16
Public Fishing Pier	2003	40	500,000	12,500	200,000	300,000	510,000	24
Board Walk - Concrete	2011	40	859,619	21,490	150,433	709,186	876,811	33
Eureka Dock	2003	40	400,000	10,000	180,000	220,000		22
Receiving Dock Steel Wall	2012	40	2,168,313	54,208	325,247	1,843,066	1,990,511	34
Gangway - Crab Dock	2013	40	36,126	903	5,494	30,632	51,000	34
Seawall Improvements	2014	40	26,597	665	3,436	23,161		35
Fisherman's dock improve Basin 1 -Sport	2014	40	51,013	1,275	6,483	44,530		35
Boat Launch Ramps -Boarding/Floating Docks								
Boat Launch Ramps concrete	2018	40	361,274	9,032	18,064	343,210	459,000	38
BC Fisheries Dock	2017	40	1,562,157	39,054	117,162	1,444,995	1,728,000	37
Total Docks			14,135,257	343,331	3,893,312	10,241,945	13,464,822	

Buildings

Restaurant (Zola's)	1965	40	100,000				192,000	
Fish Cleaning Station	1991	40	48,615	1,215	32,814	15,801	38,974	13
Building, Commercial Retail #1	1995	40	500,000	12,500	300,000	200,000	859,621	16
Building, Commercial Retail #2	1995	40	500,000	12,500	300,000	200,000	865,831	16
Seafood Market Building	7/12/2011	40	207,340	5,184	31,101	176,239	253,000	34
Motorcycle Shop - Tatto Parlor Bldg						0	135,000	
Boat Shop						0	195,800	
Comm. Bldg - Vistor Center						0	176,000	
Comm. Bldg - Chetco Seafood/Catalyst						0	520,258	
Port Shop -Warehouse 16060 LHR						0	921,583	
Port Office						0	156,000	
Improvements, Comm Retail	5/31/2014	40	17,941	449	2,280	15,661		35
Fish House Rehab	5/31/2014	40	18,383	460	2,298	16,085		35
OSMB Parking Lot-in service 2016	6/30/2016	40	508,630	12,716	50,863	457,767		36
OSMB Parking Lot	9/30/2015	40	15,132	378	1,513	13,619		36
OSMB Parking Lot	6/30/2016	40	2,057	51	206	1,851		36

Restrooms

Restroom - Retail	1972	40	120,000				140,500	
RV Park Main Restroom	1972	40	202,000					
Restroom - Basin 2	1972	40	32,000					
Restroom, RV Park Secondary	1972	40	70,350				17,114	
Restroom Kite Field	1978	40	13,755	0	13,755	0	112,500	
Restroom Improvements- Basin 2	1991	40	109,491	2,737	77,924	31,567	174,208	12
Restroom - Boat Launch	1992	40	100,000	2,500	67,500	32,500	82,714	13
Restroom Improvements- Basin 2	2006	40	10,594	265	3,444	7,150		27
Total Buildings			2,576,288	50,955	883,696	1,168,242	4,841,103	

**Port of Brookings Harbor
Schedule D - Asset List**

Description	Date	Life	Cost	Current Depr	Total Depr	Net Book Value	Insured Value	Years Left
RV Park Infrastructure	1997	40	333,333	8,333	183,280	150,053		18
RV Park Renovation	2002	40	300,000	7,500	135,000	165,000		22
Campground Upgrade	6/1/2015	40	67,039	1,676	6,844	60,195		36
RV Park Upgrade	6/1/2015	40	49,246	1,231	5,028	44,218		36
RV Park Upgrade	6/30/2016	40		0	0	0		
RV Park Digitalway 48 Channel System	2015	10	28,000	2,800	11,200	16,800	28,000	6
RV Park Power Equipment System							100,000	
Total RV Park			777,618	21,540	341,351	436,267	128,000	
Land Net Value			2,537,448	0	0	2,537,448		
Total Equipment			742,577	41,218	143,962	583,615	752,020	
Total Docks			14,135,257	343,331	3,893,312	10,241,945	13,464,822	
Total Buildings			2,576,288	50,955	883,696	1,168,242	4,841,103	
Total RV Park			777,618	21,540	341,351	436,267	128,000	
Land Net Value			2,537,448	0	0	2,537,448	0	
TOTALS			20,769,188	457,045	5,262,321	14,967,517	19,185,945	

**Port of Brookings Harbor
Schedule E - Future Project Planning**

#		Description	Notes	Port Cost Estimate	FEMA FUNDS	STATE FUNDS	Port Funds
1	2019	Basin 2 Brush Removal from Slopes	Cathouse, boatyard & barge areas remain				
2	2019	ADA Ramp and Landscaping at Port Office	Approved 7/2019 - Resume after winter	9,000			9,000
3	2019	New Fuel Dock Station	Approved 11/2019 - State Funds	600,000		600,000	
4	2019	Welcoming Signs for Retail	Done March 2020				500
5	2019	Culvert Cleaning (36" at Retail)	Partnering w/Curry County (LHR Section)				
6	2019	Basin 1 Brush Removal (Under Boardwalk)					
7	2019	Reconfigure Basin 1 Dock F & G (Side Ties)	No estimated material expense				
8	2019	Demo Old Waste Oil Building	Done Feb 2020				
9	2019	Reorganize Boat Yard Docks and Abandon Boats	No estimated material expense				
10	2019	Maintenance on Boat Yard Stands	Done Jan 2020				
11	2019	Replace Rotten Boards on Boardwalk	Done March 2020				
12	2019	Demo Zola's Building	Plus 20,000 paving (3,500 SF)	50,000			50,000
13	2019	Re-stain / Apply Coating on Visitors Deck - Landscap	Done March 2020				
14	2019	Boardwalk Handrail Replacement	Done March 2020				
15	2019	Basin 1 B - Dock Finger Replacement	Estimated amount of stock material used				
16	2019	Gear Storage Road Grading		2,000			2,000
17	2019	Fire Hydrants (2 at Basin 2 and Relocate Fuel Dock)		15,000			15,000
18	2019	Repair Potholes at Fishing Pier	Done Feb 2020				
19	2019	Motorcycle Shop Roof Repair / Replace	Done Feb 2020				
20	2019	RV Park Roof Repair / Replace	Done Feb 2020	500			
21	2019	Reopen Dry Camping & Tent Sites	Portable toilets / holding tanks / SDC fees	5,000			
22	2019	Grading "Green Building" Site for Secured Storage	Done Feb 2020				
23	2019	Remove Brush & Tree Limbs - Property across LHR		1,000			1,000
24	2019	Repair Travel Lift Handrail, Rotten Boards, X-Bracing		3,000			3,000
25	2019	Install Boarding Handrail on Launch Ramp		3,000			3,000
26	2019	Repair Roofs on Electrical Sheds Basin 2 (3-each)		1,000			1,000
27	2019	Culvert Cleaning (84" at Boat Yard)	Curry County (?)				
28	2019	Culvert Cleaning (48" at Boat Launch Parking Lot)					
29	2019	Paint Retail Bathroom Exterior / Remove Bush		1,500			1,500
30	2019	Paint Commercial RR & Repair Roof		3,000			3,000
31	2019	Install Numbers at RV Park Sites		1,000			1,000
32	2019	Remove Bushes from RV Park Sites		2,000			2,000

2019 Total

- 600,000 92,000

1	2020	Install Security Fencing at Gear Storage	Approved 1/2019 - Included 2020/21 budget	40,000			40,000
2	2020	Install Catch Basin at Steel Wall		10,000			10,000
3	2020	New Restroom & Pull-Thru Sites & Laundry Building	New loan to fund project	700,000			
4	2020	N Dock Rebuilding		50,000			10,000
5	2020	O Dock Rebuilding		50,000			10,000
6	2020	P Dock Rebuilding		50,000			10,000
7	2020	Dredging Basins 1 & 2 (FEMA) 38,000 CY	FEMA Project 2020/2021	1,700,000	1,700,000		
8	2020	Basin 2 Slope Repair (FEMA)	FEMA Project 2020/2021	755,000	755,000		

**Port of Brookings Harbor
Schedule E - Future Project Planning**

#		Description	Notes	Port Cost Estimate	FEMA FUNDS	STATE FUNDS	Port Funds
9	2020	Dredging (FEMA)	FEMA Project 2020/2021	875,000	875,000		
10	2020	Visitor Building Roof Repair / Replace		10,000			10,000
11	2020	Sealcoat and Stripe Boat Launch Parking Lot	85,000 SF	25,000			25,000
12	2020	Retail Trash Bin Enclosure		7,500			7,500
13	2020	Resurface All Land to Dock Ramps (2 Each)		6,000			6,000
14	2020	Install Ramp and Rebuild Work Dock		35,000		35,000	
15	2020	Install Security Camera System (Half Port)		45,000			45,000
16	2020	Replace Electrical Enclosure (Port Office)		5,000			5,000
		2020 Total			3,330,000	35,000	178,500
1	2021	N Dock Rebuilding		50,000			10,000
2	2021	O Dock Rebuilding		50,000			10,000
3	2021	P Dock Rebuilding		50,000			10,000
4	2021	Basin 2 C Dock Rebuilding		35,000			10,000
5	2021	Basin 2 D Dock Rebuilding		35,000			10,000
6	2021	Basin 2 E Dock Rebuilding		35,000			10,000
7	2021	Basin 2 F Dock Rebuilding		35,000			10,000
8	2021	Basin 2 G Dock Rebuilding		35,000			10,000
10	2021	Basin 2 Main Sport Dock Rebuilding		50,000			10,000
11	2021	Resurface All Land to Dock Ramps (2 Each)		6,000			6,000
12	2021	Sealcoat and Stripe Basin 2 Kite Field Parking Lot	62,000 SF	15,500			15,500
13	2021	Retail Building (1) Roof Repair / Replace		60,000			60,000
14	2021	Basin 1 D Dock Install Power to Dock		90,000			90,000
15	2021	Install Security Camera System (Half Port)		45,000			45,000
16	2021	Install Catch Basin at Gear Storage		7,500			7,500
17	2021	Install Catch Basins at Basin 2 Comm Lot		5,000			5,000
		2021 Total					319,000
1	2022	N Dock Rebuilding		50,000			10,000
2	2022	O Dock Rebuilding		50,000			10,000
3	2022	P Dock Rebuilding		50,000			10,000
4	2022	Basin 2 C Dock Rebuilding		35,000			10,000
5	2022	Basin 2 D Dock Rebuilding		35,000			10,000
6	2022	Basin 2 E Dock Rebuilding		35,000			10,000
7	2022	Basin 2 F Dock Rebuilding		35,000			10,000
8	2022	Basin 2 G Dock Rebuilding		35,000			10,000
9	2022	Basin 2 Main Commercial Dock Rebuilding		50,000			10,000
10	2022	Basin 2 Main Sport Dock Rebuilding		50,000			10,000
11	2022	Pave Fishing Pier Parking Lot	15,000 SF	90,000			90,000
12	2022	Sealcoat and Stripe Basin 2 Comm. Parking Lot	70,000 SF	17,500			17,500
13	2022	Retail Building (1) Roof Repair / Replace		60,000			60,000
14	2022	Resurface All Land to Dock Ramps (2 Each)		6,000			6,000
15	2022	Repair Pac Choice Receiving Dock		1,000,000		1,000,000	
		2022 Total				1,000,000	273,500

**Port of Brookings Harbor
Schedule E - Future Project Planning**

#		Description	Notes	Port Cost Estimate	FEMA FUNDS	STATE FUNDS	Port Funds
1	2023	N Dock Rebuilding		50,000			10,000
2	2023	O Dock Rebuilding		50,000			10,000
3	2023	P Dock Rebuilding		50,000			10,000
4	2023	Basin 2 C Dock Rebuilding		35,000			10,000
5	2023	Basin 2 D Dock Rebuilding		35,000			10,000
6	2023	Basin 2 E Dock Rebuilding		35,000			10,000
7	2023	Basin 2 F Dock Rebuilding		35,000			10,000
8	2023	Basin 2 G Dock Rebuilding		35,000			10,000
9	2023	Basin 2 Main Commercial Dock Rebuilding		50,000			10,000
10	2023	Basin 2 Main Sport Dock Rebuilding		50,000			10,000
11	2023	Finish Electrical at Secured Boat Storage		6,000			6,000
12	2023	Pave, Sealcoat and Stripe RV Park	61,311 overlay (245,000) & 37,711 Sealcoat	255,000			255,000
13	2023	Repair North End of Boardwalk		150,000		150,000	
14	2023	Replace Electrical Enclosure (Boat Launch)		15,000			15,000
15	2023	Replace Electrical Enclosure (Retail Courtyard)		75,000			75,000
16	2023	Build Infrastructure - Gear Storage	Fill, grading, storm drains, paving, lighting	2,000,000		2,000,000	

2023 Total

2,150,000

451,000

1	2024	Seawall at RV Park		500,000			500,000
2	2024	N Dock Rebuilding		50,000			10,000
3	2024	O Dock Rebuilding		50,000			10,000
4	2024	P Dock Rebuilding		50,000			10,000
5	2024	Basin 2 C Dock Rebuilding		35,000			10,000
6	2024	Basin 2 D Dock Rebuilding		35,000			10,000
7	2024	Basin 2 E Dock Rebuilding		35,000			10,000
8	2024	Basin 2 F Dock Rebuilding		35,000			10,000
9	2024	Basin 2 G Dock Rebuilding		35,000			10,000
10	2024	Basin 2 Main Commercial Dock Rebuilding		50,000			10,000
11	2024	Basin 2 Main Sport Dock Rebuilding		50,000			10,000
12	2024	Build Travel Lift and Port Equipment Storage		200,000			200,000
13	2024	Grade & Pave Boat Yard	93,000 SF	558,000		558,000	
14	2024	Build Wastewater Treatment Plant		5,000,000		5,000,000	
15	2024	Install Additional Parking Lot Light Poles		50,000			50,000
16	2024	Build Self-Storage Units		1,000,000		1,000,000	

2024 Total

6,558,000

850,000

2019-2020 Projects		600,000	92,000
2020-2021 Projects	3,330,000	35,000	178,500
2021-2022 Projects		-	319,000
2022-2023 Projects		1,000,000	273,500
2023-2024 Projects		2,150,000	451,000
2024-2025 Projects		6,558,000	850,000