

PORT OF BROOKINGS HARBOR
2020-2021 Supplemental Budget Hearing
Tuesday, June 15, 2021 • 5:00pm
Teleconference / Meeting Room *(limited space)*

Teleconference Call-In Number: 1 (253) 215-8782

Meeting ID: 771 205 4017 Participant ID: # 06152021 (to mute/unmute: * 6)

When calling in, please announce your arrival and state your name when you join the meeting.

AGENDA

1. CALL MEETING TO ORDER

- Roll Call
- Modifications, Additions, and Changes to the Agenda
- Declaration of Potential Conflicts of Interest

2. APPROVAL OF AGENDA

3. PRESENTATION OF SUPPLEMENTAL BUDGET FOR FY 2020-21

By: Gary Dehlinger, Port Manager
Kim Boom, Financial Officer/Budget Officer
Travis Webster, Harbormaster

4. PUBLIC COMMENTS (Limited to a maximum of three minutes per person. Please email your comments to portmanager@portofbrookingsharbor.com prior to the meeting. ***Please wait to be called on before speaking***)

5. APPROVAL OF BUDGET

SAMPLE MOTION: Motion to approve the proposed Supplemental Budget for the Port of Brookings Harbor's 2020-2021 fiscal year.

6. ADJOURNMENT

A request for an interpreter for the hearing impaired, for those who want to participate but do not have access to a telephone, or for other accommodations for persons with disabilities should be made at least 48 hours in advance of the meeting to Port of Brookings Harbor Office at 541-469-2218.

This Institution is an Equal Opportunity Provider.

Supplemental Budget Summary

DATE: June 15, 2021 at 5:00pm
RE: Supplemental Budget FY2020-21
TO: Honorable Board President and Harbor District Board Members
ISSUED BY: Gary Dehlinger, Port Manager

OVERVIEW

- The governing body of any municipal corporation, under certain circumstances, may make a supplemental budget for the fiscal year for which the regular budget has been prepared. Generally, these circumstances involve unanticipated resources or occurrences that require additional appropriation authority.
- Supplemental budgets may involve changes that increase the appropriation of any fund by 10% or more of the total current appropriation. By law, a notice of the date and time of a public hearing on the proposed supplemental budget must be published in a local newspaper. In addition, the public notice must contain summary information describing the new revised fund totals. For increases to funds of less than 10%, publication of the changes in revenues and expenditures is required, but no public hearing must be held. The governing body may adopt these changes simply by resolution. Transfers of appropriation authority between appropriation categories within a fund do not require a supplemental budget process, a public hearing or publication. They may be accomplished through governing body resolution at any time during the year.
- In the General Fund, revenues changed based on current financial data:
 1. Interest reduced by \$1,070.
 2. Admin / Marina / Moorage & Storage was increased by \$120,000.
 3. Beachfront RV Park was increased by \$229,000.
 4. Fuel Dock was reduced by \$100,000.
 5. Miscellaneous was increased by \$20,348. We are expecting reimbursement from OSMB for demolition of two delict boats and possible sale of abandon boats.
 6. Grant & Other funding was increased by \$5,000.
- In the Debt Service Fund, updated data from the Business Oregon refund during the COVID relief agreement.
- In the Capital Projects Fund, updated data based on the current status on the FEMA projects and completed Fuel Dock Project costs.
- A budget hearing meeting will be conducted prior to the regular commissioner meeting for review and allow public comments on budget changes.
- After supplemental budget changes are approved, a resolution is needed to memorialize the approval.

DOCUMENTS

- Draft Resolution No. 2021-05, 2 pages

- Proposed Detail Budget Sheets with Notes, 10 pages

RECOMMENDED MOTION

Motion to approve the proposed Supplemental Budget for the Port of Brookings Harbor's 2020-2021 fiscal year.

RESOLUTION No. 2021-05
RESOLUTION ADOPTING THE SUPPLEMENTAL BUDGET

DRAFT

BE IT RESOLVED that the Board of Directors of the Port of Brookings Harbor hereby adopts the supplemental budget for fiscal year 2020-21 in the amount of \$6,460,808. This supplemental budget is now on file at 16330 Lower Harbor Road, Brookings Oregon or on the Port of Brookings Harbor website: <https://www.portofbrookingsharbor.com/>.

GENERAL FUND

Revised Total Resources \$4,112,000 for revenue adjustments for the following: Program Revenues: Administration/Moorage \$760,000, Beachfront RV Park \$800,000, Fuel Dock \$530,000 and General Revenues: Miscellaneous \$50,000 and Grants & Other Funding \$105,000. Decrease interest to be received \$2,500. Revised Total Requirements \$4,112,000 for the following: Increase Personnel Services to \$776,554 for adjustment in SEP IRA and Payroll Taxes. Increase Materials and Services to \$1,578,772. Increase to Total Appropriations \$3,832,000. Increase Unappropriated Ending Fund Balance to \$280,000.

DEBT SERVICE FUND

Revised Total Resources \$465,885. Increase Cash Carryover to \$96,102. This increase represents the refund of 2nd quarter 2020 IFA Loan Payment received in July 2020. Increase principal to \$362,500 to pay 2nd quarter 2020 IFA Loan Payment. Revised Total Requirements \$465,855.

RV PARK IMPROVEMENT DEBT SERVICE FUND

No adjustments to RV Park Improvement Debt Service Fund. Total Resources \$52,908. Total Requirements \$52,908.

CAPITAL PROJECTS FUND

Revised Total Resources \$753,000. Increase State Lottery Funds received for Project No. C20190375 Dock Repair and Improvement to \$586,000. Decrease FEMA matching funds to \$0. The matching funds are to be received at a later date. Decrease requirement \$14,000 for Project No. C20190375 Dock Repair and Improvement to \$631,000 based on actuals. Revised Total Requirements \$753,000.

PORT CONSTRUCTION FUND

No adjustments to Port Construction Fund. Total Resources \$689,000. Total Requirements \$689,000.

RESERVE FUND

No adjustments to Reserve Fund. Total Resources \$157,000. Total Requirements \$157,000.

RESOLUTION MAKING APPROPRIATIONS

General Fund

	Existing	Changes	Adjusted
<u>Port Operations</u>			
Total Port Operations.....	2,383,048	38,278	2,421,326
<u>Not Allocated to General Port Operating Fund</u>			
Transfers Out.....	1,334,311	-	1,334,311
Contingency.....	76,363	-	76,363
Subtotal.....	1,410,674	-	1,410,674
Total Appropriations	3,793,722	38,278	3,832,000
Total Unappropriated and Reserve Amounts	45,000	235,000	280,000
General Fund Total Requirements	3,838,722	273,278	4,112,000

Revenue Bond Debt Service Fund

Total Appropriations	130,120	-	130,120
Total Unappropriated and Reserve Amounts	100,395	-	100,395
Revenue Bond Debt Service Total Requirements ..	230,515	-	230,515

Debt Service Fund

Total Appropriations	368,283	72,500	440,783
Total Unappropriated and Reserve Amounts	25,102	-	25,102
Debt Service Total Requirements	393,385	72,500	465,885

RV Park Improvement Debt Service Fund

Total Appropriations	52,908	-	52,908
Total Unappropriated and Reserve Amounts	-	-	-

Capital Projects Fund

Capital Outlay.....	765,000	(14,000)	751,000
Total Appropriations	765,000	(14,000)	751,000
Total Unappropriated and Reserve Amounts	2,500	-	2,500
Capital Projects Total Requirements	767,500	(14,000)	753,500

Port Construction Fund

Capital Outlay.....	689,000		689,000
Total Appropriations	689,000	-	689,000
Total Unappropriated and Reserve Amounts	-	-	-

Reserve Fund

Capital Outlay.....	-		-
Total Appropriations	-	-	-
Total Unappropriated and Reserve Amounts	157,000	-	157,000

Total APPROPRIATIONS, All Funds	5,799,033	96,778	5,895,811
Total Unappropriated and Reserve Amounts, All	329,997	235,000	564,997
TOTAL ADOPTED BUDGET	6,129,030	331,778	6,460,808

The above resolution statements were approved and declared adopted on June 15, 2021.

ATTEST:

X _____
Richard Heap, President

X _____
Sharon Hartung, Treasurer/Secretary

DRAFT



Supplemental Budget June 15, 2021

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**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		Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res.	Supplemental Budget 06/15/2021			
	Second Preceding Year 2017/18	First Preceding Year 2018/19								
1	107,287	167,030	285,000	1	Cash Carryover	60,000	319,000	319,000	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	2,500	3	(1,070) adjustment based on actuals
4		656,985	795,500	4	Interfund Transfer from Capital Projects		-		4	
5				5	OTHER RESOURCES		-		5	
6	558,401	723,837	654,707	6	Administration/Marina/Moorage & Storage	675,255	640,000	760,000	6	120,000 adjustment based on actuals
7	573,446	594,985	606,869	7	Beachfront RV Park	546,700	571,000	800,000	7	229,000 adjustment based on actuals
8	90,249	85,856	93,974	8	Boatyard	120,720	70,000	70,000	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	630,000	530,000	10	(100,000) adjustment based on actuals
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	6,000	6,000	14	
15	81,854	25,216	20,657	15	Miscellaneous	29,652	29,652	50,000	15	estimated reimbursement to be received from OSMB & other 20,348
16	100,000		700,000	16	Long Term Debt Borrowings	715,000	700,000	700,000	16	
17				17	Grants & Other Funding		100,000	105,000	17	5,000 adjustment based on actuals
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	3,589,937	3,593,722	3,867,000	23	
24			225,000	24	Taxes estimated to be received	230,000	245,000	245,000	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	3,819,937	3,838,722	4,112,000	26	273,278 Total increase in Resources

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		Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021		
	Second Preceding Year 2017/18	First Preceding Year 2018/19							
PERSONNEL SERVICES									
1	98,300	45,436	84,018	1	Salary Port Manager	84,500	84,500	84,500	1
2	94,970	126,196	153,838	2	Hourly / Port Office Staff	116,465	116,465	116,465	2
3	40,297	38,356	46,585	3	Hourly / RV Park Office Staff	48,194	48,194	48,194	3
4	123,087	131,145	248,577	4	Hourly / Operations Staff	192,836	256,620	256,620	4
5	16,520	8,602	10,828	5	Overtime	6,145	10,000	10,000	5
6	112,935	122,339	157,710	6	Costs & Benefits	129,350	141,785	160,000	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	63,685	81,855	81,855	8
9	567,342	540,590	801,725	9	TOTAL PERSONNEL SERVICES	660,075	758,339	776,554	9
10	9	9	13	10	TOTAL FULL-TIME EQUIVALENT (FTE)	9.5	10.5		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	288,372	342,586	432,000	12
13	414,262	530,615	750,000	13	Fuel Purchased for resale	800,000	580,000	480,000	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	49,818	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	100,108	21
22	105,380	105,803	114,570	22	Professional Fees	81,463	97,463	100,000	22
23	1,315,869	1,451,787	1,914,963	23	TOTAL MATERIALS AND SERVICES	1,708,495	1,558,709	1,578,772	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		49,000	49,000	29
30			50,000	30	RV Park Restroom & Laundry Facility	715,000			30
31				31	Boat Launch Kiosk Shelter		6,000	6,000	31
32				32	Fuel Pump		11,000	11,000	32
33	163,780	16,736	80,000	33	TOTAL CAPITAL OUTLAY	715,000	66,000	66,000	33
34	2,046,991	2,009,113	2,796,688	34	TOTAL ALLOCATED REQUIREMENTS	3,083,570	2,383,048	2,421,326	34
REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS									
GENERAL FUND per Department Totals									
35				35					35
36	1,095,109	1,023,767	1,318,996	36	Administration/Marina/Moorage & Storage	1,103,530	1,327,008	1,450,286	36
37	224,837	220,421	316,067	37	Beachfront RV Park	919,660	204,660	219,660	37
38	105,514	55,284	116,014	38	Boat Yard	84,428	84,428	84,428	38
39	170,180	101,214	226,489	39	Commercial Retail	132,218	132,218	132,218	39
40	446,046	606,099	814,615	40	Fuel Dock	841,114	632,114	532,114	40
41	5,205	2,328	4,507	41	Property Ground/Events	2,620	2,620	2,620	41
42				42					42
43				43					43
44	2,046,991	2,009,113	2,796,688	44	TOTAL ALLOCATED REQUIREMENTS	3,083,570	2,383,048	2,421,326	44

adjustment for SEP IRA and Payroll Taxes 18,215

18,215 adjustment based on actuals

89,414 adjustment based on actuals (100,000) adjustment based on actuals

15,000 adjustment based on actuals

13,112 adjustment based on actuals 2,537 adjustment based on actuals 20,063 adjustment based on actuals

123,278 adjustment based on actuals 15,000 adjustment based on actuals

(100,000) adjustment based on actuals

Total Allocated Requirement Increase 38,278

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

Historical Data				REQUIREMENTS DESCRIPTION	Budget For Next Year 2020-21				
Actual		Adopted Budget This Year Year 2019/20	Adopted Budget 06/16/2020 Res. No. 540		Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021			
Second Preceding Year 2017/18	First Preceding Year 2018/19								
				PERSONNEL SERVICES NOT ALLOCATED					
				1				1	
				2				2	
	-	-	-	3	TOTAL PERSONNEL SERVICES	-	-	-	3
				4	TOTAL FULL-TIME EQUIVALENT (FTE)				4
				MATERIALS AND SERVICES NOT ALLOCATED					
				5					5
				6					6
	-	-	-	7	TOTAL MATERIALS AND SERVICES	-	-	-	7
				CAPITAL OUTLAY NOT ALLOCATED					
				8					8
	-	-	-	9	TOTAL CAPITAL OUTLAY	-	-	-	9
				DEBT SERVICE					
				10					10
	-	-	-	11	TOTAL DEBT SERVICE	-	-	-	11
				SPECIAL PAYMENTS					
				12					12
				13					13
	-	-	-	14	TOTAL SPECIAL PAYMENTS	-	-	-	14
				INTERFUND TRANSFERS					
	168,177	167,313	130,120	15	Transfer to Bond Debt Service Fund	130,120	130,120	130,120	15
	324,617	468,051	397,248	16	Transfer to Debt Service Fund	427,247	368,283	368,283	16
					Transfer to RV Park Improvement Debt Service Fund		52,908	52,908	
	118,187	734,245	625,000	17	Transfer to Capital Projects Fund	75,000	75,000	75,000	17
				18	Transfer to Port Construction Fund		684,000	684,000	18
	11,000	21,473	126,200	19	Transfer to Reserve Fund	24,000	24,000	24,000	19
	621,981	1,391,082	1,278,568	20	TOTAL INTERFUND TRANSFERS	656,367	1,334,311	1,334,311	20
			10,149	21	OPERATING CONTINGENCY	35,000	76,363	76,363	21
	621,981	1,391,082	1,288,717	22	TOTAL REQUIREMENTS NOT ALLOCATED	691,367	1,410,674	1,410,674	22
	2,046,991	2,009,113	2,796,688	23	TOTAL ORG./PROG. REQUIREMENTS	3,083,570	2,383,048	2,421,326	23
			4,085,405	24	Total Appropriations	3,774,937	3,793,722	3,832,000	24
	167,030	280,776	690,000	25	UNAPPROPRIATED ENDING FUND BALANCE	45,000	45,000	280,000	25
	2,836,002	3,680,971	4,775,405	26	TOTAL REQUIREMENTS	3,819,937	3,838,722	4,112,000	26

*Total increase in
38,278 ORG./PROG Requirements
Total increase in
38,278 Appropriations
Increase for ending fund
235,000 balance
Total increase in
273,278 requirements*

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		Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021			
	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
				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	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 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	Adopted Budget 06/16/2020 Res. No. 540		Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021					
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	96,102	1	<i>Monies refunded & received in July 2020 for 2nd quarter 2020 IFA Loan/Debt Pmt</i> 72,500 Total Increase in Resources	
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	368,283	368,283	3		
4				4					4		
5	338,813	493,145	421,450	5	TOTAL RESOURCES	452,349	393,385	465,885	5		
				Requirements							
				Principal Payments							
				Issue Date	Budgeted Payment Date						
6	864	864	14,500	6	Tidewinds	Monthly			6	72,500 Re-Payment of 2nd QTR 2020 72,500 Total Increase in Principal	
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				9
10	249,769	344,128	294,500	10	IFA Loans	Quarterly	290,000	290,000	362,500		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	356,170	428,670		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			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	12,113	12,113	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	368,283	440,783	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	393,385	465,885	23	Total increase in 72,500 requirements

FORM
LB-35

RESOURCES AND REQUIREMENTS

RV Park Improvement 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		Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021		
	Second Preceding Year 2017/18	First Preceding Year 2018/19							
				Resources					
1				1	Cash Carryover		-		1
2				2	Interest		-		2
3				3	Transferred IN from General Fund		52,908	52,908	3
4				4					4
5	-	-	-	5	TOTAL RESOURCES	-	52,908	52,908	5
				Requirements					
				Principal Payments					
				Issue Date		Budgeted Payment Date			
6				6	RV Park Restroom/Laundry Facility & Upgrade	Monthly	34,540	34,540	6
7				7					7
8	-	-	-	8	TOTAL PRINCIPAL		34,540	34,540	8
				Interest Payments					
				Issue Date		Budgeted Payment Date			
9				9	RV Park Restroom/Laundry Facility & Upgrade	Monthly	18,368	18,368	9
10				10					10
11	-	-	-	11	TOTAL INTEREST		18,368	18,368	11
				Unappropriated Balance for Following Year By					
				Issue Date		Payment Date			
12				12					12
13				13	Total Appropriations		52,908	52,908	13
14				14	UNAPPROPRIATED ENDING FUND BALANCE		-	-	14
15	-	-	-	15	TOTAL REQUIREMENTS		52,908	52,908	15

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		Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021			
	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	
5		38,000		5	Interfund Transfer from Revenue Bond Fund		-	-	5	
6		50,000		6	Interfund Transfer from Debt Service Fund		-	-	6	
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	30,000	-	16	<i>matching funds to be received at a later date (30,000)</i>
17				17	FEMA DR-4432 & DR 4452 Phase 1 Engineering & Permitting		90,000	90,000	17	
18		39,244		18	State Lottery Funds - IFA L16010 Dock Renovation		-	-	18	
19			600,000	19	State Lottery Funds - C2019375 Dock Repair & Improvement	570,000	570,000	586,000	19	<i>16,000 adjustment based on actuals</i>
20	440,444	1,496,780	1,422,785	20	TOTAL RESOURCES	4,127,325	767,500	753,500	20	<i>(14,000) Total increase in Resources</i>
REQUIREMENTS										
21	205	3,897	4,785	21	OSMB MAP Grant	4,825			21	
22	401,586	3,296		22	OSMB Boarding Dock Agreement #1587		-	-	22	
23	33,527	766,257		23	FEMA DR-2458 PW319 Basin 1 Piling Project		-	-	23	
24			5,000	24	FEMA DR-4432-OR DREDGING	875,000			24	
25			5,000	25	FEMA DR-4432-OR SLOPE REPAIR	755,000			25	
26			10,000	26	FEMA DR-4452-OR	1,770,000			26	
27				27	FEMA DHS Grant Security System	100,000			27	
28				28	FEMA DR-4432 & DR 4452 Phase 1 Engineering & Permitting		120,000	120,000	28	
29		39,244		29	State Lottery Funds - IFA L16010 Dock Renovation		-	-	29	
30		1,232	600,000	30	State Lottery Funds - C2019375 Dock Repair & Improv	620,000	645,000	631,000	30	<i>(14,000) adjustment based on actuals</i>
31	1,229	14,933		31	FEMA Forced Labor Expenses		-	-	31	
32		357		32	OSMB Grant Forced Labor Expenses		-	-	32	
33		656,985	795,500	33	Interfund Transfer to General Funds		-	-	33	
34	436,547	1,486,201	1,420,285	34	Total Appropriations	4,124,825	765,000	751,000	34	<i>Total increase in (14,000) Appropriations</i>
35	3,897	10,579	2,500	35	UNAPPROPRIATED ENDING FUND BALANCE	2,500	2,500	2,500	35	
36	440,444	1,496,780	1,422,785	36	TOTAL REQUIREMENTS	4,127,325	767,500	753,500	36	<i>Total increase in (14,000) requirements</i>

RESOURCES AND REQUIREMENTS

Port Construction Fund

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget For Next Year 2020-21				
	Actual		Adopted Budget This Year Year 2019/20		Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 06/15/2021		
	Second Preceding Year 2017/18	First Preceding Year 2018/19							
				RESOURCES					
1				1	Cash Carryover		-		1
2				2	Interest		5,000	5,000	2
3				3	Interfund Transfer from General Funds		684,000	684,000	3
4				4			-		4
5	-	-	-	5	TOTAL RESOURCES	-	689,000	689,000	5
					REQUIREMENTS				
6				6	RV Park Restroom/Laundry Facility & Improvements		689,000	689,000	6
7				7			-	-	7
8				8			-	-	8
9				9			-	-	9
10				10			-	-	10
11				11			-	-	11
12				12	Total Appropriations	-	689,000	689,000	12
13				13	UNAPPROPRIATED ENDING FUND BALANCE		-	-	13
14	-	-	-	14	TOTAL REQUIREMENTS	-	689,000	689,000	14

**FORM
LB-11**

RESOURCES AND REQUIREMENTS

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

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				
	Second Preceding Year 2017/18	First Preceding Year 2018/19			Adopted Budget 06/16/2020 Res. No. 540	Supplemental Budget 12/15/2020 Res. No. 549	Supplemental Budget 5/18/21		
				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