

**Port of Brookings Harbor
Budget Hearing
Agenda**

Port of Brookings Harbor
Port Conference Room
16350 Lower Harbor Road Suite #202

Tuesday June 18, 2019 • 5:30 pm

Agenda:

- I. Pledge of Allegiance
- II. Call to Order and Roll Call – Chairman
- III. Approval of Agenda
- IV. Presentation of Budget approved by Budget Committee - Budget Officer/Kim Boom
- V. Public Comments
- VI. Adjournment



RESOLUTION No. 525
RESOLUTION ADOPTING THE BUDGET

DRAFT

BE IT RESOLVED that the Board of Directors of the Port of Brookings Harbor hereby adopts the budget for fiscal year 2019-2020 in the total amount of \$3,853,840. This budget is now on file at 16330 Lower Harbor Road in Brookings, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2018, for the following purposes:

<u>General Fund</u>		<u>Debt Service Fund</u>	
<u>Port Operations</u>		<u>Debt Service</u>	
Personnel Services	\$801,726	Principal	\$348,869
Materials & Services.....	1,471,757	Interest	15,479
Capital Outlay.....	115,000	Total Debt Service	364,348
Total Port Operations.....	2,388,483		
Not Allocated to General Port Operating Fund		<u>USDA Revenue Bond Fund</u>	
<u>Transfers Out.....</u>		<u>Debt Service</u>	
	\$618,868	Principal	\$72,487
<u>Contingency.....</u>	<u>10,149</u>	Interest	57,633
Subtotal.....	629,017	Total Debt Service	130,120
		<u>Capital Projects Fund</u>	
Total Appropriations	3,017,500	<u>Capital Outlay</u>	4,785
		<u>Reserve Fund</u>	
		<u>Capital Outlay</u>	0
		Total APPROPRIATIONS, All Funds . . .	\$3,516,753
		Total Unappropriated and Reserve Amounts, All Funds . . .	337,087
		TOTAL ADOPTED BUDGET . . .	\$3,853,840

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2019-2020:

(1) In the amount at the rate of \$0.1316 per \$1000 of assessed value for permanent rate tax;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax.....\$ 0.1316/\$1,000

Excluded from Limitation

APPROVED BY THE BUDGET COMMITTEE on May 14, 2019
AND ADOPTED BY THE BOARD OF COMMISSIONERS on June 18, 2019

ATTEST:

X _____
Roy C. Davis, Chairman

X _____
Ken Range, Treasurer

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Port of Brookings Harbor will be held on June 18, 2019 at 5:30pm at Port Meeting Room 16350 Lower Harbor Road Ste. #202 Brookings Oregon 97415. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2019 as approved by the Port of Brookings Harbor Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 16330 Lower Harbor Road, between the hours of 8 am and 5pm or online at portofbrookingsharbor.com. This budget is for an annual budget period FY 2019-2020. This budget was prepared on a cash basis of accounting..

Contact: Kim Boom Telephone: (541) 469-2218 ext. 405 Email: accounts@portofbrookingsharbor.com

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2017-18	Adopted Budget This Year 2018-19	Approved Budget Next Year 2019-20
Beginning Fund Balance / Net Working Capital	230,100	205,626	546,387
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,228,412	2,287,402	2,415,474
Federal, State and all Other Grants, Gifts, Allocations and Donations	275,748	2,422,321	4,785
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	621,981	641,669	618,868
All Other Resources Except Current Year Property Taxes	139,969	239,391	43,327
Current Year Property Taxes Estimated to be Received	223,279	213,704	225,000
Total Resources	3,719,489	6,010,113	3,853,840

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	567,342	639,191	801,726
Materials and Services	1,315,869	1,309,418	1,586,757
Capital Projects	440,444	2,412,536	4,785
Debt Service	338,813	471,548	364,348
USDA Revenue Bond	130,120	130,120	130,120
Interfund Transfers	621,981	641,669	618,868
Contingencies	0	152,774	10,149
Special Payments		0	
Unappropriated Ending Balance and Reserved for Future Expenditure	304,919	252,857	337,087
Total Requirements	3,719,489	6,010,113	3,853,840

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
Administration / Marina	1,095,109	1,020,152	1,137,980
FTE	4.0	5.00	5.50
Beachfront RV Park	224,937	225,054	309,066
FTE	3.0	1.5	2.25
Boat Yard	105,514	136,662	156,014
FTE	1.0	1.5	1.50
Commerical Retail	170,180	156,306	226,489
FTE	1.0	1.0	1.00
Fuel Dock	446,046	406,709	554,428
FTE	1.0	0.5	1.10
Land Use Events	5,205	3,725	4,507
FTE	0.20	0.5	0.05
Allocated to Organizational Unit or Program	2,046,991	1,948,609	2,388,483
Not Allocated to Organizational Unit or Program	1,672,498	4,061,504	1,465,357
FTE	10.2	10.0	11.4
Total Requirements	3,719,489	6,010,113	3,853,840
Total FTE	9.0	10.0	11.4

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

Reserve Fund was resurrected in FY 2017-18.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2017-18	Rate or Amount Imposed This Year 2018-19	Rate or Amount Approved Next Year 2019-20
Permanent Rate Levy (rate limit 0.1316 per \$1,000)	.1316	.1316	.1316
Local Option Levy	0	0	0
Levy For General Obligation Bonds	0	0	0

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds		
Other Bonds	\$1,222,072	
Other Borrowings	\$2,266,296	
Total	\$3,488,368	

**FORM
LB-20**

**RESOURCES
GENERAL FUND**

Port of Brookings Harbor

	Historical Data		Adopted Budget This Year 18 / 19	RESOURCE SUMMARY	Budget for Next Year 2019-20			
	Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
1				1 Available cash on hand* (cash basis) or	375,000	375,000		1
2	23,023	95,426	67,554	2 Net working capital (accrual basis)		-		2
3	6,917	14,343	8,800	3 4010 Previously levied taxes estimated to be received	9,000	9,000		3
4	315	1,400	2,400	4 4050 Interest	7,304	7,304		4
5			24,807	5 To General from Capital Projects Fund		-		5
6			-	6 OTHER RESOURCES		-		6
7	635,080	558,401	620,400	7 4300 Admin / Moorage / Marina	654,707	654,707		7
8	563,943	573,446	576,349	8 4400 Beachfront RV Park	556,869	556,869		8
9	70,761	90,249	104,437	9 4600 Boat Yard	93,974	93,974		9
10	19,222	-	-	10 4365 Cold Storage	-	-		10
11	422,404	517,939	522,700	11 4210 Commercial Retail	519,402	519,402		11
12	444,877	480,047	458,516	12 4500 Fuel Dock	581,596	581,596		12
13	88,065	-	-	13 4700 Ice House	-	-		13
14	4,510	8,330	5,000	14 4910 Land Use Events	8,926	8,926		14
15	33,491		-	15 4550 Special Events	-	-		15
16			-	16		-		16
17	47,833	79,427	184,000	17 Asset Sales	5,066	5,066		17
18	126,694	81,854	19,384	18 Miscellaneous	20,657	20,657		18
19		100,000		19 Long Term Debt Borrowings				19
20								20
21								21
22								22
23								23
24								24
25	2,487,135	2,600,862	2,594,347	25 Total resources, except taxes to be levied	2,832,500	2,832,500	-	25
26			213,704	26 Taxes estimated to be received	225,000	225,000		26
27	214,368	223,279		27 Taxes collected in year levied				27
28	2,701,504	2,824,141	2,808,051	28 TOTAL RESOURCES	3,057,500	3,057,500	-	28

*Includes ending balance from prior year

FORM
LB-30

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor

	Historical Data			REQUIREMENTS FOR: <u>ADMINISTRATION / MARINA</u>	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				PERSONNEL SERVICES				
1	-	-	-	1 5010 Wages & Salaries	-	-		1
2	49,042	98,300	100,000	2 5012 Salary Port Manager	84,018	84,018		2
3	118,928	94,970	114,385	3 5018 Hourly / Port Office Staff	153,838	153,838		3
4	55,391	55,502	71,783	4 5020 Hourly / Operations Staff	102,645	102,645		4
5	12,026	6,516	4,165	5 5030 Overtime	6,512	6,512		5
6	125,667	112,935	127,375	6 5040 Costs & Benefits	157,710	157,710		6
7	6,730	22,395	8,101	7 5075 Workers Comp	14,205	14,205		7
8	53,941	58,838	65,511	8 5080 Health Care & Dental	85,964	85,964		8
9	421,725	449,456	491,320	9 TOTAL PERSONNEL SERVICES	604,892	604,892	-	9
10	4	4	5.00	10 TOTAL FULL-TIME EQUIVALENT (FTE)	5.50	5.50	5.50	10
				MATERIALS AND SERVICES				
11			-	11 6000 Material & Services Other	-	-	-	11
12	12,522	10,963	10,792	12 6001 Advertising & Notifications	11,544	11,544		12
13	112,404	93,091	148,778	13 6100 Repairs and Maintenance	93,053	93,053		13
14	167,704	142,466	140,806	14 6200 Utilities	140,790	140,790		14
15	44,082	36,540	40,329	15 6300 Office Expense	32,305	32,305		15
16	9,731	9,192	9,051	16 6350 Bank Services & Finance Fees	8,992	8,992		16
17	5,412	2,685	2,725	17 6400 Travel & Entertainment	2,629	2,629		17
18	5,486	21,606	5,486	18 6500 Permit, Licenses, Taxes, Misc.	9,147	9,147		18
19	4,314	18,436	6,482	19 6600 Bad Debt	-	-		19
20	80,274	66,846	78,294	20 6800 Insurance - Property, Liability & Bond	65,883	65,883		20
21	87,079	80,048	86,089	21 6900 Professional Fees	53,744	53,744		21
22	529,009	481,873	528,833	22 TOTAL MATERIALS AND SERVICES	418,087	418,087	-	22
				CAPITAL OUTLAY				
23		143,227		23 2018 Genie Forklift				23
24		20,553		24 2018 Fird F150 Truck				24
25	-	-		23 Staff Vehicle/s	25,000	25,000	-	25
26	-	-		24 Installation of Electrical Basin 1 Dock D	90,000	90,000	-	26
27	-	-		25	-	-	-	27
28	-	163,780	-	26 TOTAL CAPITAL OUTLAY	115,000	115,000	-	28
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
29				27				29
30				28				30
31				29				31
32	950,733	1,095,109	1,020,152	30 TOTAL ORG./PROG. REQUIREMENTS	1,137,980	1,137,980	-	32

FORM
LB-30

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor

	Historical Data			REQUIREMENTS FOR: BEACHFRONT RV PARK	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				PERSONNEL SERVICES				
1	-	-	-	1 5010 Wages & Salaries	-	-	-	1
2	30,586	40,297	37,951	2 5026 Hourly / RV Park Office Staff	46,585	46,585		2
3	12,286	7,242	21,241	3 5020 Hourly / RV Park Operations Staff	28,153	28,153		3
4	4,183	3,566	1,557	4 5030 Overtime	2,096	2,096		4
5				5				5
6				6				6
7				7				7
8				8				8
9	47,055	51,105	60,749	9 TOTAL PERSONNEL SERVICES	76,833	76,833	-	9
10	1.5	1.5	1.50	10 TOTAL FULL-TIME EQUIVALENT (FTE)	2.25	2.25	2.25	10
				MATERIALS AND SERVICES				
11			-	11 5540 Mini-Mart Cost of Goods	-	-	-	11
12	1,705	1,089	1,377	12 6001 Advertising & Notifications	1,384	1,384		12
13	30,226	46,727	41,805	13 6100 Repairs and Maintenance	43,047	43,047		13
14	61,723	75,883	71,765	14 6200 Utilities	78,964	78,964		14
15	7,500	7,544	7,575	15 6300 Office Expense	1,755	1,755		15
16	11,771	12,871	13,145	16 6350 Bank Service & Finance Fees	14,131	14,131		16
17	9,185	10,446	10,712	18 6500 Permit, Licenses, Taxes, Misc.	19,136	19,136		17
18	15,000	15,000	15,000	17 6585 Harbor RFPD Service		-		18
19	1,216	932	1,063	19 6800 Insurance	816	816		19
20	1,863	3,340	1,863	20 6900 Professional fees	73,000	73,000		20
21	140,189	173,832	164,304	21 TOTAL MATERIALS AND SERVICES	232,232	232,232	-	21
				CAPITAL OUTLAY				
22	-	-	-	22	-	-	-	22
23	-	-	-	23	-	-	-	23
24	-	-	-	24	-	-	-	24
25	-	-	-	25	-	-	-	25
26	-	-		26				26
27				27				27
28	-	-	-	28 TOTAL CAPITAL OUTLAY	-	-	-	28
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
29				29				29
30				30				30
31				31				31
32	187,244	224,937	225,054	32 TOTAL ORG./PROG. REQUIREMENTS	309,066	309,066	-	32

FORM
LB-30

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor

	Historical Data			REQUIREMENTS FOR: <u>BOAT YARD</u>	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				PERSONNEL SERVICES				
1	19,572	45,168	56,700	1 5020 Hourly / Operations Staff	76,305	76,305		1
2	3,324	4,876	638	2 5030 Overtime	879	879		2
3			-	3		-		3
4			-	4		-		4
5			-	5		-		5
6			-	6		-		6
7			-	7		-		7
8				8		-		8
9	22,896	50,044	57,338	9 TOTAL PERSONNEL SERVICES	77,183	77,183		9
10			1.00	10 TOTAL FULL-TIME EQUIVALENT (FTE)	1.50	1.50	1.50	10
				MATERIALS AND SERVICES				
11	8,597	44,532	56,215	11 6100 Repairs and Maintenance	25,367	25,367		11
12	-	-	-	12 6175 Disposal of Abandon Vessels	40,000	40,000		12
13	-	187	12,187	13 6200 Utilities	3,227	3,227		13
14	3,129	10,454	10,922	14 6800 Insurance	10,237	10,237		14
15		297	-	15		-		15
16			-	16		-		16
17	11,726	55,470	79,324	17 TOTAL MATERIALS AND SERVICES	78,831	78,831		17
				CAPITAL OUTLAY				
18				18				18
19				19				19
20				20				20
21				21				21
22	-	-	-	22 TOTAL CAPITAL OUTLAY	-	-	-	22
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28	34,622	105,514	136,662	28 TOTAL ORG./PROG. REQUIREMENTS	156,014	156,014	-	28

FORM
LB-30

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor

	Historical Data			REQUIREMENTS FOR: <u>COLD STORAGE</u>	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				PERSONNEL SERVICES				
1	939		-	1 5010 Wages & Salaries	-	-	-	1
2	74		-	2 5030 Overtime	-	-	-	2
3	-		-	3 5040 Benefits	-	-	-	3
4				4				4
5				5				5
6				6				6
7				7				7
8				8				8
9	1,013	-	-	9 TOTAL PERSONNEL SERVICES	-	-	-	9
10	.01			10 TOTAL FULL-TIME EQUIVALENT (FTE)				10
				MATERIALS AND SERVICES				
11	3,027		-	11 6100 Repairs and Maintenance	-	-	-	11
12	5,966		-	12 6200 Utilities	-	-	-	12
13	-		-	13 6300 Office Expense	-	-	-	13
14			-	14 6500 Permit, Licenses, Taxes, Misc.	-	-	-	14
15			-	15 6510 Conferences & Education	-	-	-	15
16			-	16 6600 Bad Debt	-	-	-	16
17	10,091		-	17 TOTAL MATERIALS AND SERVICES	-	-	-	17
				CAPITAL OUTLAY				
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24	-	-	-	24 TOTAL CAPITAL OUTLAY	-	-	-	24
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
25				25				25
26				26				26
27				27				27
28	11,104		-	28 TOTAL ORG./PROG. REQUIREMENTS	-	-	-	28

FORM
LB-30

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor

	Historical Data			REQUIREMENTS FOR: COMMERCIAL RETAIL	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				PERSONNEL SERVICES				
1			-	1 5010 Wages & Salaries	-	-	-	1
2	11,077	7,011	14,131	2 5020 Hourly / Operations Staff	19,613	19,613		2
3	2,546	656	596	3 5030 Overtime	586	586		3
4	-	-	-	4	-	-	-	4
5			-	5	-	-	-	5
6			-	6	-	-	-	6
7			-	7	-	-	-	7
8				8				8
9	13,623	7,667	14,727	9 TOTAL PERSONNEL SERVICES	20,199	20,199	-	9
10	1	1	0.50	10 TOTAL FULL-TIME EQUIVALENT (FTE)	1.00	1.00	1.00	10
				MATERIALS AND SERVICES				
11	46,655	87,999	46,938	11 6100 Repairs and Maintenance	135,421	135,421		11
12	59,038	47,141	48,527	12 6200 Utilities	51,831	51,831		12
13	8,090	1,984	2,776	13 6500 Permit, Licenses, Taxes, Misc.	1,034	1,034		13
15	4,210	7,747	7,473	15 6800 Insurance	5,723	5,723		15
16	6,648	17,642	35,865	16 6900 Professional Fees	12,281	12,281		16
17	124,641	162,513	141,579	17 TOTAL MATERIALS AND SERVICES	206,290	206,290	-	17
				CAPITAL OUTLAY				
18	-	-		18				18
19	0	-	-	19	-	-	-	19
20				20				20
21				21				21
22				22				22
23				23				23
24	-	-	-	24 TOTAL CAPITAL OUTLAY			-	24
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
25				25				25
26				26				26
27				27				27
28	138,264	170,180	156,306	28 TOTAL ORG./PROG. REQUIREMENTS	226,489	226,489	-	28

FORM
LB-30

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor

	Historical Data			REQUIREMENTS FOR: DREDGING OTHER PORTS	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				PERSONNEL SERVICES				
1	-		-	1 5020 Hourly / Operations Staff	-	-	-	1
2	-		-	2 5030 Overtime	-	-	-	2
3	-		-	3 5040 Benefits	-	-	-	3
4				4				4
5				5				5
6				6				6
7				7				7
8				8				8
9	-	-	-	9 TOTAL PERSONNEL SERVICES	-	-	-	9
10		0.00	0.00	10 TOTAL FULL-TIME EQUIVALENT (FTE)	0.00	0.00	0.00	10
				MATERIALS AND SERVICES				
11	5,234		-	11 6100 Repairs and Maintenance	-	-	-	11
12			-	12 6400 Travel & Entertainment	-	-	-	12
13			-	13 6500 Permits, Licenses, Taxes	-	-	-	13
14			-	14 6600 Bad Debt	-	-	-	14
15			-	15 6740 Dredging Expense	-	-	-	15
16			-	16 6900 Professional Fees	-	-	-	16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23	5,234		-	23 TOTAL MATERIALS AND SERVICES	-	-	-	23
				CAPITAL OUTLAY				
24				24				24
25				25				25
26				26				26
27	-	-	-	27 TOTAL CAPITAL OUTLAY	-	-	-	27
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
28				28				28
29				29				29
30	5,234		-	30 TOTAL ORG./PROG. REQUIREMENTS	-	-	-	30

**FORM
LB-30**

**REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor**

	Historical Data			REQUIREMENTS FOR: FUEL DOCK	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
	PERSONNEL SERVICES							
1	7,496	7,854	13,266	1 5020 Hourly / Operations Staff	20,383	20,383	1	
2	1,015	676	596	2 5030 Overtime	697	697	2	
3			-	3		-	3	
4			-	4		-	4	
5			-	5		-	5	
6			-	6		-	6	
7			-	7		-	7	
8				8			8	
9	8,511	8,530	13,862	9 TOTAL PERSONNELSERVICES	21,080	21,080	-	
10	.25	.25	0.50	10 TOTAL FULL-TIME EQUIVALENT (FTE)	1.10	1.10	1.10	
	MATERIALS AND SERVICES							
11	9,343	7,211	6,995	11 6100 Repairs and Maintenance	25,392	25,392	11	
12	369,833	414,262	373,543	12 6150 Fuel Purchased for Resale	492,132	492,132	12	
13	4,703	5,625	6,075	13 6200 Utilities	5,011	5,011	13	
14		164	100	14 6300 Office Expense	305	305	14	
15	4,342	3,341	3,664	15 6350 Merchant Services Fees	5,680	5,680	15	
16	2,532	2,563	1,270	16 6800 Insurance	1,281	1,281	16	
17	4,920	4,350	1,200	17 6900 Professional Fees	3,545	3,545	17	
18	395,673	437,516	392,847	18 TOTAL MATERIALS AND SERVICES	533,347	533,347	18	
	CAPITAL OUTLAY							
19				19			19	
20				20			20	
21				21			21	
22				22			22	
23				23			23	
24				24			24	
25	-	-	-	25 TOTAL CAPITAL OUTLAY	-	-	-	
	REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS							
26				26			26	
27				27			27	
28				28			28	
29	404,185	446,046	406,709	29 TOTAL ORG./PROG. REQUIREMENTS	554,428	554,428	-	

FORM
LB-30

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor

	Historical Data			REQUIREMENTS FOR: <u>ICE HOUSE</u>	Budget For Next Year 2018-19			
	Actual		Adopted Budget This Year 17 / 18		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 15 / 16	First Preceding Year 16 / 17						
				PERSONNEL SERVICES				
1	3,605	12,259	-	1 5010 Wages & Salaries	-	-	-	1
2	2,704	2,223	-	2 5030 Overtime	-	-	-	2
3	512	-	-	3 5040 Benefits	-	-	-	3
4				4				4
5				5				5
6				6				6
7				7				7
8				8				8
9	6,821	14,482	-	9 TOTAL PERSONNEL SERVICES	-	-	-	9
10	.20	1.68		10 TOTAL FULL-TIME EQUIVALENT (FTE)				10
				MATERIALS AND SERVICES				
11	51,706	55,973	-	11 6100 Repairs and Maintenance	-	-	-	11
12	53,260	67,714	-	12 6200 Utilities	-	-	-	12
13	1,188	-	-	13 6300 Office Expense	-	-	-	13
14	3,377	1,305	-	14 6500 Permit, Licenses, Taxes, Misc.	-	-	-	14
15	-	-	-	15 6510 Conferences & Education	-	-	-	15
16	2,016	-	-	16 6600 Bad Debt	-	-	-	16
17	111,547	124,992	-	17 TOTAL MATERIALS AND SERVICES	-	-	-	17
				CAPITAL OUTLAY				
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24	-	-	-	24 TOTAL CAPITAL OUTLAY	-	-	-	24
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
25				25				25
26				26				26
27				27				27
28	118,368	139,474	-	28 TOTAL ORG./PROG. REQUIREMENTS	-	-	-	28

FORM
LB-30

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor

	Historical Data			REQUIREMENTS FOR: <u>LAND USE EVENTS</u>	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				PERSONNEL SERVICES				
1	1,545	310	1,152	1 5020 Hourly / Operations Staff	1,479	1,479	-	1
2	357	230	43	2 5030 Overtime	59	59	-	2
3			-	3	-	-	-	3
4				4	-	-	-	4
5				5	-	-	-	5
6				6	-	-	-	6
7				7	-	-	-	7
8				8	-	-	-	8
9	1,902	540	1,195	9 TOTAL PERSONNEL SERVICES	1,538	1,538	-	9
10	.15	.15	0.10	10 TOTAL FULL-TIME EQUIVALENT (FTE)	0.05	0.05	0.05	10
				MATERIALS AND SERVICES				
11			-	11	-	-	-	11
12	515	3,000	1,000	12 6100 Repairs and Maintenance	1,500	1,500	-	12
13	4,265	1,665	1,531	13 6200 Utilities	1,469	1,469	-	13
14			-	14	-	-	-	14
15	222		-	15	-	-	-	15
16	370		-	16	-	-	-	16
17			-	17	-	-	-	17
18	26,333		-	18 6550 Special Events - Other Expenses	-	-	-	18
19			-	19	-	-	-	19
20			-	20	-	-	-	20
21	-		-	21	-	-	-	21
22				22			-	22
23	31,706	4,665	2,531	23 TOTAL MATERIALS AND SERVICES	2,969	2,969	-	23
				CAPITAL OUTLAY				
24				24				24
25				25				25
26				26				26
27	-	-	-	27 TOTAL CAPITAL OUTLAY	-	-	-	27
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
28				28				28
29				29				29
30	33,608	5,205	3,725	30 TOTAL ORG./PROG. REQUIREMENTS	4,507	4,507	-	30

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor

	Historical Data			REQUIREMENT TOTALS	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				PERSONNEL SERVICES				
1		98,300	100,000	1 5012 Salary Port Manager	84,018	84,018		1
2		94,970	114,385	2 5018 Hourly / Port Office Staff	153,838	153,838		2
3		40,297	37,951	3 5018 Hourly / RV Park Office Staff	46,585	46,585		3
4		123,087	178,273	4 5020 Hourly / Operations Staff	248,578	248,578		4
5		16,520	7,595	5 5030 Overtime	10,828	10,828		5
6		112,935	127,375	6 5040 Costs & Benefits	157,710	157,710		6
7		22,395	8,101	7 5075 Workers Comp	14,205	14,205		7
8		58,838	65,511	8 5080 Health Care & Dental	85,964	85,964		8
9	-	567,342	639,191	9 TOTAL PERSONNEL SERVICES	801,726	801,726	-	9
10				10 TOTAL FULL-TIME EQUIVALENT (FTE)				10
				MATERIALS AND SERVICES				
11				11 6000 Material & Services Other				11
12		12,051	12,169	12 6001 Advertising & Notifications	12,927	12,927		12
13		282,518	301,731	13 6100 Repairs and Maintenance	323,780	323,780		13
14		414,262	373,543	14 6150 Fuel Purchased for resale	492,132	492,132		14
15				15 6175 Disposal of Abandon Vessels	40,000	40,000		15
16		272,967	268,703	16 6200 Utilities	281,292	281,292		16
17		44,290	48,005	17 6300 Office Expense	34,365	34,365		17
18		25,404	25,860	18 6350 Bank Services & Finance Fees	28,804	28,804		18
19		2,685	2,725	19 6400 Travel & Entertainment	2,629	2,629		19
20		34,333	18,974	20 6500 Permit, Licenses, Taxes, Misc.	29,317	29,317		20
21		18,436	6,482	21 6600 Bad Debt		-		21
22		15,000	15,000	22 6585 Harbor RFPD Service		-		22
23		88,543	100,287	23 6800 Insurance - Property, Liability & Bond	83,940	83,940		23
24		105,380	125,018	24 6900 Professional Fees	142,570	142,570		24
25		1,315,869	1,298,496	25 TOTAL MATERIALS AND SERVICES	1,471,757	1,471,757	-	25
				CAPITAL OUTLAY				
		163,780		26 Total Capital Outlay	115,000	115,000		
27				27				27
28				28				28
29		163,780	-	29 TOTAL CAPITAL OUTLAY	115,000	115,000	-	29
30		2,046,991	1,937,687	30 TOTAL ORG./PROG. REQUIREMENTS	2,388,483	2,388,483	-	30
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
				GENERAL FUND				
31	950,733	1,095,109	1,020,152	31 Administration / Marina	1,137,980	1,137,980	-	31
32	187,244	224,937	225,054	32 Beachfront RV Park	309,066	309,066	-	32
33	34,622	105,514	136,662	33 Boat Yard	156,014	156,014	-	33
34	138,264	170,180	156,306	34 Commercial Retail	226,489	226,489	-	34
35	404,185	446,046	406,709	35 Fuel Dock	554,428	554,428	-	35
36	33,608	5,205	3,725	36 Land Use Events	4,507	4,507	-	36
37	11,104		-	37 Cold Storage	-	-	-	37
38	139,474		-	38 Ice House	-	-	-	38
39	5,234		-	39 Dredging Other Ports	-	-	-	39
40	1,904,467	2,046,991	1,948,609	40 TOTAL ALLOCATED REQUIREMENTS	2,388,483	2,388,483	-	40

**FORM
LB-30**

**REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
GENERAL FUND
Port of Brooking Harbor**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Amended and Adopted by Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				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				9
10	-	-	-	10 TOTAL CAPITAL OUTLAY	-	-	-	10
				DEBT SERVICE				
11				11				11
12				12				12
13				13				13
14	-	-	-	14 TOTAL DEBT SERVICE	-	-	-	14
				SPECIAL PAYMENTS				
15				15				15
16				16				16
17	-	-	-	17 TOTAL SPECIAL PAYMENTS	-	-	-	17
				INTERFUND TRANSFERS				
18	177,152	168,177	130,120	18 Transfer to Bond Debt Service Fund	130,120	130,120		18
19	388,028	324,617	471,549	19 Transfer to Debt Service Fund	363,748	363,748		19
20	136,430	118,187	40,000	20 Transfer to Capital Project Fund				20
21	-	11,000	25,000	21 Transfer to Reserve Fund	125,000	125,000		21
22	701,610	621,981	666,669	22 TOTAL INTERFUND TRANSFERS	618,868	618,868	-	22
23			127,773	23 OPERATING CONTINGENCY	10,149	10,149		23
24	701,610	621,981	794,442	24 TOTAL REQUIREMENTS NOT ALLOCATED	629,017	629,017	-	24
25	1,904,467	2,046,991	1,948,609	25 TOTAL ORG./PROG. REQUIREMENTS	2,388,483	2,388,483	-	25
26			-	26 RESERVED FOR FUTURE EXPENDITURE	-	-	-	26
27	95,426	167,030		27 Ending balance (prior years)				27
28			65,000	28 UNAPPROPRIATED ENDING FUND BALANCE	40,000	40,000		28
29	2,701,503	2,836,002	2,808,051	29 TOTAL REQUIREMENTS	3,057,500	3,057,500	-	29

FORM
LB-35

**BOND DEBT SERVICE FUND
RESOURCES AND REQUIREMENTS**

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 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adpoted by Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				Resources				
1				1 Cash on Hand (Cash Basis), or	98,395	98,395		1
2	13,012	60,044	98,395	2 Working Capital (Accrual Basis)		-		2
3			-	3 Previously Levied Taxes Estimated to be Received		-		3
4		724	-	4 Earnings from Temporary Investments	700	700		4
5	177,152	168,177	168,120	5 Transferred from General Fund	130,120	130,120		5
7	190,164	228,945	266,515	7 Total Resources, Except Taxes to be Levied	229,215	229,215	-	7
8				8 Taxes Estimated to be Received *				8
9				9 Taxes Collected in Year Levied				9
10	190,164	228,945	266,515	10 TOTAL RESOURCES	229,215	229,215	-	10
				Requirements				
				Bond Principal Payments				
				Issue Date	Budgeted Payment Date			
11	62,600	65,730	69,036	11 November 6, 2000	November 6, 2018	72,487	72,487	11
12			-	12				- 12
13				13				13
14	62,600	65,730	69,036	14 Total Principal		72,487	72,487	- 14
				Bond Interest Payments				
				Issue Date	Budgeted Payment Date			
15	67,520	64,390	61,084	15 November 6, 2000	November 6, 2018	57,633	57,633	15
16			-	16				- 16
17				17				17
18	67,520	64,390	61,084	18 Total Interest		57,633	57,633	- 18
				Unappropriated Balance for Following Year By				
				Issue Date	Payment Date			
19				19				19
20				20				20
21			38,000	30 Interfund loan repayment				21
22				22 Ending balance (prior years)				22
23	60,044	98,825	98,395	23 Total Unappropriated Ending Fund Balance		99,095	99,095	23
24	190,164	228,945	266,515	24 TOTAL REQUIREMENTS		229,215	229,215	- 24

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

**DEBT SERVICE FUND
RESOURCES AND REQUIREMENTS**

Bond Debt Payments are for:

- Revenue Bonds or
 General Obligation Bonds

Port of Brookings Harbor

Debt Service Fund
(Fund)

Historical Data				DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget for Next Year 2019-20		
Actual		Adopted Budget This Year 18 / 19	Proposed By Budget Officer		Approved By Budget Committee	Adopted by Governing Body	
Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				Resources			
1	6,058	13,689	23,602	1 Beginning Cash on Hand (Cash Basis), or	23,602	23,602	1
2			-	2 Working Capital (Accrual Basis)		-	2
3		507	-	3 Interest	600	600	3
4	1,162,051		-	4 Grant Proceeds AGREEMENT #28289 - Loan L12001/Tsunami ODOT		-	4
5	388,028	324,617	521,549	5 Transferred IN from General Fund	363,748	363,748	5
6	1,556,137	338,813	545,151	6 Total Resources, Except Taxes to be Levied			- 6
7				7			7
8				8			8
9	1,556,137	338,813	545,151	9 TOTAL RESOURCES	387,950	387,950	- 9
				Requirements			
				Principal Payments			
				Issue Date	Budgeted Payment Date		
10	1,162,051			10 Grant Proceeds AGREEMENT #28289 - Loan L12001/Tsunami ODOT			10
11	864	864	864	11 Tidewinds	864	864	11
12			-	12 Umpqua		-	12
13		3,889	12,062	13 Genie 2018 Forklift	12,803	12,803	13
14	25,792	40,888	42,788	14 50BFMII Travelift Lease	45,202	45,202	14
15	340,372	249,769	395,369	15 IFA Loans	290,000	290,000	15
17	1,529,079	295,410	451,083	17 Total Principal	348,869	348,869	- 17
				Interest Payments			
				Issue Date	Budgeted Payment Date		
18				18			18
19	113		-	19 Umpqua		-	19
20		1,970	5,515	20 Genie 2018 Forklift	4,773	4,773	20
21	10,967	15,533	13,120	21 50BFMII Travelift Lease	10,706	10,706	21
22	2,289	1,831	1,831	22 IFA Loans		-	22
23				23 2018 Ford F150 Truck		-	
24	13,368	19,334	20,466	24 Total Interest	15,479	15,479	- 24
				Unappropriated Balance for Following Year By			
				Issue Date	Payment Date		
25				25			25
26				26			26
27				30 Interfund loan repayment			27
28			23,602	28 Total Unappropriated Ending Fund Balance	23,602	23,602	28
29	13,689	24,069		29 Ending balance (prior years)			29
30			50,000	30 Interfund loan repayment			30
31	1,556,137	338,813	545,151	31 TOTAL REQUIREMENTS	387,950	387,950	- 31

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

**CAPITAL PROJECTS FUND
RESOURCES AND REQUIREMENTS
CAPITAL PROJECTS FUND**

Port of Brookings Harbor

(Fund)

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				RESOURCES				
1	33,403	60,941	5,000	1 Working Capital (accrual basis)	25,000	25,000		1
2		350		2 Interest		-		2
3	136,430	118,187	40,000	3 Transferred IN from General Funds		-		3
4	4,785	4,785	4,785	4 MAP Grant	4,785	4,785		4
5	-		-	5 8074 FEMA Revenues		-		5
6		270,613	-	6 OSMB Boarding Dock Agreement #1587		-		6
7			300,000	7 8125 NHMP Fuel Dock		-		7
8	-		406,758	8 8240 NHMP Basin 1 Piling Project		-		8
9			1,069,200	9 Commercial Receiving Docks		-		9
10			600,000	10 Brookings Harbor Dock Fund - State Lottery Funds		-		10
11	234,833		-	11 7311 FEMA PW29 Ice House Dredging		-		11
12	-		-	12 7250 Strategic Business Plan		-		12
13	687,289		41,578	13 8300 IFA Bridge Loan L16010 - Dock Renovation		-		13
14	1,096,740	454,876	2,467,321	14 TOTAL RESOURCES	29,785	29,785		14
				REQUIREMENTS				
15			-	15 Capital Outlay	-	-		15
16	4,785	205	4,785	16 MAP Grant	4,785	4,785		16
17			-	17 6700 FEMA Expenses				17
18	107	401,586	-	18 OSMB Boarding Dock Agreement #1587				18
19	6,137		400,000	19 8125 NHMP Fuel Dock				19
20	9,060	33,527	542,344	20 8240 PW319 Basin 1 Piling Project				20
21	1,620		-	21 8127 NHMP Boardwalk North Deck Project				21
22			1,425,600	22 Commercial Receiving Docks				22
23	9,060		-	23 6730 Grant Expenses				23
24		1,229	-	24 Forced Labor Expenses				24
25	232,440		-	25 8120 FEMA PW29 Ice House Dredging				25
26	687,289		-	26 8300 IFA Bridge Loan L16010 - Dock Renovation				26
27	-		-	27 7250 Strategic Business Plan				27
28	-		15,000	28 8010 Consultants, Professional Fees				28
29	24,360		24,807	29 Interfund Transfer to General Funds				29
30	60,941	3,897		30 Ending balance (prior years)	25,000	25,000		30
31			54,785	31 RESERVED FOR FUTURE EXPENDITURE				31
32	1,035,799	440,444	2,467,321	32 TOTAL REQUIREMENTS	29,785	29,785	-	32

REQUIREMENTS SUMMARY
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM
CAPITAL PROJECTS FUND
Port of Brooking Harbor

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted by Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				PERSONNEL SERVICES				
1	-	-		1 5018 Hourly / Port Office Staff				1
2	17,149			2 5024 Hourly / Operations Staff				2
3	3,000			3 5030 Overtime				3
4	1,879			4 5040 Costs & Benefits				4
5				5				5
6				6				6
7				7				7
8				8				8
9	22,029	-	-	9 TOTAL PERSONNEL SERVICES	-	-	-	9
10	0.5	0.5	0.5	10 TOTAL FULL-TIME EQUIVALENT (FTE)				10
				MATERIALS AND SERVICES				
11	19,589			11 6000 Materials & Services (Equipment)				11
12				12 6250 Waste Management				12
13				13 6900 Professional Fees				13
14				14				14
15				15				15
16	19,589	-		16 TOTAL MATERIALS AND SERVICES	-	-	-	16
				CAPITAL OUTLAY NOT ALLOCATED				
17				17				17
18				18				18
19	41,617	-	-	19 TOTAL REQUIREMENTS CAPITAL OUTLAY	-	-	-	19
				SPECIAL PAYMENTS				
20				20				20
21				21				21
22	-	-	-	22 TOTAL SPECIAL PAYMENTS	-	-	-	22
				INTERFUND TRANSFERS				
23				23 Transfer to Debt Service Fund		-		23
24				24				24
25				25				25
26	-	-	-	26 TOTAL INTERFUND TRANSFERS	-	-	-	26
27				27 OPERATING CONTINGENCY	-	-	-	27
28	-	-	-	28 TOTAL REQUIREMENTS NOT ALLOCATED	-	-	-	28
29				29 TOTAL ORG./PROG. REQUIREMENTS				29
30				30 RESERVED FOR FUTURE EXPENDITURE		-		30
31	60,941			31 Ending balance (prior years)				31
32			-	32 UNAPPROPRIATED ENDING FUND BALANCE				32
33	60,941	-	-	33 TOTAL REQUIREMENTS	-	-	-	33

Eliminating this page from budget

**FORM
LB-11**

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Resolution #307 established this fund in 1998 for dock maintenance and future dock replacements.

RESERVE FUND

Port of Brookings Harbor

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2019-20			
	Actual		Adopted Budget This Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
				RESOURCES				
1			11,075	1 Cash on hand* (cash basis) or	24,390	24,390		1
2			-	2 Working Capital (accrual basis)		-		2
3			-	3 Previously levied taxes estimated to be received		-		3
4		98	-	4 Earnings from temporary investments		-		4
5		11,000	25,000	5 Transferred IN from General Fund	125,000	125,000		5
6			-	6		-	-	6
7			-	7		-	-	7
8			-	8		-	-	8
9			-	9		-	-	9
10			-	10		-	-	10
11	-	11,098	36,075	11 Total Resources, except taxes to be levied	149,390	149,390	-	11
12				12 Taxes estimated to be received				12
13				13 Taxes collected in year levied				13
14	-	11,098	36,075	14 TOTAL RESOURCES	149,390	149,390	-	14
				REQUIREMENTS				
15			-	15 Eq, Land and Buildings (See attached Schedule C)		-	-	15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24 Interfund Transfer to General Fund		-	-	24
25				25 Ending balance (prior years)	24,390	24,390		25
26		11,098	36,075	26 RESERVED FOR FUTURE EXPENDITURE	125,000	125,000	-	26
27	-	11,098	36,075	27 TOTAL REQUIREMENTS	149,390	149,390	-	27

Schedule A
Detailed Comparison of Personal Services to Prior Year's Budgets
GENERAL FUND
Port of Brooking/Harbor

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2019-20			
	Actual		Adopted Budget This Year Year 18 / 19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18						
	PERSONNEL SERVICES-Wages & salaries							
1	49,042	98,300	100,000	1 5012 Salary Port Manager	84,018	84,018		1
2	118,928	94,970	114,385	2 5018 Hourly / Port Office Staff, (4.75) Employees	153,838	153,838		2
3	40,297	40,297	37,951	3 5024 Hourly / RV Office Staff, (1.25) Employee	46,585	46,585		3
4	136,174	123,087	178,273	4 5020 Hourly / Operations Staff, (5.4) Employees	248,578	248,578		4
5	24,327	16,520	7,595	5 5030 Overtime	10,828	10,828		5
6	125,667	112,935	127,375	6 5040 Costs & Benefits	157,710	157,710		6
8	6,730	22,395	8,101	8 5075 Workers Comp	14,205	14,205		8
9	53,941	58,838	65,511	9 5080 Health Care & Dental	85,964	85,964		9
10				10		-	-	10
11				11		-	-	11
12	555,105	567,342	639,191	12 TOTAL WAGES & SALARIES	801,726	801,726	-	12
13	14.00	9.50	9.50	13 TOTAL FULL-TIME EQUIVALENT (FTE)	11.40	11.40	11.00	13

Port of Brookings Harbor
Debt Service Fund
Payment Schedules and Year End Balances Estimated
Schedule B

Creditor	Payment Dates	Principle Amt	Interest Amount	Pmt Amount	Balance 6/30/2019	Balance 6/30/2020
Tidewinds	7/1/2019	72	-	72	15,192	
	8/1/2019	72	-	72		
	9/1/2019	72	-	72		
	10/1/2019	72	-	72		
	11/1/2019	72	-	72		
	12/1/2019	72	-	72		
	1/1/2020	72	-	72		
	2/1/2020	72	-	72		
	3/1/2020	72	-	72		
	4/1/2020	72	-	72		
	5/1/2020	72	-	72		
	6/1/2020	72	-	72		
		864	-	864		14,328
M2 Lease						
50BFMII Travelift Lease	7/22/2019	3,673	986	4,659	215,118	
	8/22/2019	3,690	969	4,659		
	9/22/2019	3,707	952	4,659		
	10/22/2019	3,724	935	4,659		
	11/22/2019	3,741	918	4,659		
	12/22/2019	3,758	901	4,659		
	1/22/2020	3,775	884	4,659		
	2/22/2020	3,792	867	4,659		
	3/22/2020	3,810	849	4,659		
	4/22/2020	3,827	832	4,659		
	5/22/2020	3,845	814	4,659		
	6/22/2020	3,862	797	4,659		
M2 Travelift Lease Sub Total		45,202	10,706	55,908		169,916

**Port of Brookings Harbor
Debt Service Fund
Payment Schedules and Year End Balances Estimated
Schedule B**

Creditor	Payment Dates	Principle Amt	Interest Amount	Pmt Amount	Balance 6/30/2019	Balance 6/30/20
Umpqua Bank Loan#747041620						
2018 Genie Reach Forklift	7/15/2019	1,044	420	1,465	84,050	
	8/15/2019	1,036	429	1,465		
	9/15/2019	1,041	424	1,465		
	10/15/2019	1,060	405	1,465		
	11/15/2019	1,052	413	1,465		
	12/15/2019	1,071	394	1,465		
	1/15/2020	1,063	402	1,465		
	2/15/2020	1,069	396	1,465		
	3/15/2020	1,099	365	1,465		
	4/15/2020	1,080	385	1,465		
	5/15/2020	1,098	367	1,465		
	6/15/2020	1,091	374	1,465		
Loan for Forklift Sub Total		12,803	4,773	17,577		71,246
IFA Business Oregon						
3rd Quarter	9/30/2019	72,500	-	72,500	1,951,937	
4th Quarter	12/31/2019	72,500	-	72,500		
1st Quarter	3/31/2020	72,500	-	72,500		
2nd Quarter	6/30/2020	72,500	-	72,500		
IFA Sub Total		290,000	-	290,000		1,661,937
TOTAL DEBT SERVICE						
		348,869	15,479.47	364,349	2,266,296	1,917,427
USDA Revenue Bond						
	11/6/2019	72,487	57,633	130,120	1,222,072	1,149,585
Totals		421,356	73,112	494,469	3,488,368	3,067,012

Schedule C
Detailed Port Asset List
RESERVE FUND
Port of Brooking Harbor

Historical Data				REQUIREMENTS DESCRIPTION	Budget For Next Year 2018-19								
Actual		Adopted Budget This Year Year 17 / 18	CURRENT DEPRECIATION LIST (years)		Net Book Value	Current Depr.	Total Depr.	Amount Left	Years Left	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 15 / 16	First Preceding Year 16 / 17												
1	-	-		1,000									1 Computers (5)
2	-	-	1,000	2 Office Equipment & Furniture (10)	220,215	-	220,215	-	-				2
3	-	-	1,000	3 Eq# 3707 Ride-on Lawn Mower (10)	7,598	780	4,813	2,785	3	2,450			3
4	-	-	1,000	4 Booster Pump for Dredging (10)	84,400	8,440	30,243	54,157	5	2,450			4
5	-	-	1,000	5 Eq# 3701 5-Ton Forklift (10)	25,422	2,542	8,262	17,160	6	2,450			5
6	-	-	1,000	6 Eq# 4605 50-Ton Travel Lift (25)	324,000	9,960	9,960	314,040	25	2,450			6
7	-	-	1,000	7 Eq# 1108 Ford 3/4 Ton Truck (8)	25,000	2,500	-	25,000	8	2,450			7
8	-	-	1,000	8 Eq# 1102 Chevy Truck w/Lift Gate (8)	25,000	-	25,000	-	-				8
9	-	-	1,000	9 Pump Out Station- Sani-Sailors 1 (10)	29,943	2,994	8,983	20,960	6	2,450			9
10	-	-	1,000	10 Pump Out Station- Sani-Sailors 2 (10)	29,943	2,994	8,983	20,960	6	2,450			10
11	-	-	1,000	11 Boat Launch Pay Station (10)	15,056	1,506	1,757	13,299	8	2,450			11
12	-	-	1,000	12 Basin 1 Docks (40)	1,770,000	44,250	781,750	988,250	24	2,450			12
13	-	-	1,000	13 Basin 2 Docks Rebuilt (40)	258,500	6,463	121,522	136,978	23	2,450			13
14	-	-	1,000	14 Basin 2 Docks (40)	402,000	-	402,000	-	-				14
15	-	-	1,000	15 Transient Dock (40)	400,000	10,000	250,000	150,000	15	2,450			15
16	-	-	1,000	16 Boardwalk - Wood (40)	700,000	17,500	385,000	315,000	18	2,500			16
17	-	-	1,000	17 Boardwalk - Wood (40)	357,000	8,925	178,500	178,500	20	2,450			17
18	-	-	1,000	18 Fuel Dock (40)	400,000	10,000	150,000	250,000	25	2,450			18
19	-	-	1,000	19 Public Fishing Pier (40)	500,000	12,500	175,000	325,000	26	2,450			19
20	-	-	1,000	20 Eureka Dock - BC Fisheries (40)	400,000	10,000	140,000	260,000	26	2,450			20
21	-	-	1,000	21 Boardwalk - Concrete (40)	859,619	21,490	107,452	752,167	34	2,450			21
22	-	-	1,000	22 Receiving Dock -Seawall (40)	1,951,481	54,208	216,831	1,734,650	35	2,450			22
23	-	-	1,000	23 Gangway - Crab Dock (40)	36,126	903	2,784	33,342	36	2,450			23
24	-	-	1,000	24 Basin 2 Sport & Commercial Docks (40)	2,889,325	72,233	276,893	2,612,432	36	2,450			24
25	-	-	1,000	25 Basin 1 Docks (40)	535,077	14,795	56,713	478,364	36	2,450			25
26	-	-	1,000	26 Seawall Improvements - Slope Repairs (40)	26,597	655	1,441	25,156	37	2,450			26
27	-	-	1,000	27 Fishermen's Dock Improvements	51,013	1,275	2,657	48,356	37	2,450			27
28	-	-	1,000	28 Restaurant Building - Zola's (40)	100,000	-	100,000	-	-				28
29	-	-	1,000	29 Restroom - Retail (40)	120,000	-	120,000	-	-	2,450			29
30	-	-	1,000	30 Restroom - RV Park (40)	70,350	-	70,350	-	-	2,450			30
31	-	-	1,000	31 Restroom - Kite Field (40)	13,755	344	13,071	684	1	2,450			31
32	-	-	1,000	32 Restroom - Remodel RV Park (40)	109,491	2,737	69,712	39,779	14	2,450			32
33	-	-	1,000	33 Restroom - Commercial Basin (40)	100,000	2,500	60,000	40,000	15	2,450			33
34	-	-	1,000	34 Restroom - Boat Launch (40)	120,000	3,000	69,000	51,000	26	2,450			34
35	-	-	1,000	35 Restroom - Remodel Commercial Basin (40)	10,594	265	2,914	7,680	29	2,450			35
36	-	-	1,000	36 Fish Cleaning Building (40)	48,615	1,215	30,383	18,232	14	2,450			36
37	-	-	1,000	37 Laundromat Building - RV Park (40)	65,730	1,634	62,436	3,294	1	2,450			37
38	-	-	1,000	38 Commercial Retail Building # 1 (40)	500,000	12,500	262,500	237,500	18	2,450			38
39	-	-	1,000	39 Commercial Retail Building # 2 (40)	500,000	12,500	262,500	237,500	18	2,450			39
40	-	-	-	40 Cold Storage Building (40)	800,000	-	320,000	480,000	24	2,450			40
41	-	-	-	41 Cold Storage Building Add-on (40)	1,090,541	-	354,427	736,114	27	2,450			41
42	-	-	1,000	42 Fish Market Building (40)	207,340	-	15,551	191,789	34	2,450			42
43	-	-	-	43 Ice House Building (40)	75,000	-	9,219	65,781	34	2,450			43
44	-	-	-	44 Ice House Renovation (40)	202,559	-	22,366	180,193	35	2,450			44
45	-	-	-	45 Ice House Roof (40)	46,138	-	3,173	42,965	36	2,450			45
46	-	-	1,000	46 Commercial Retail Improvements (40)	17,941	449	934	17,007	37	2,450			46
47	-	-	1,000	47 Fish Market Rehab (40)	18,383	460	919	17,464	37	2,450			47
48	-	-	1,000	48 OSMB Parking Lot (40)	525,819	13,145	13,145	512,674	39	2,450			48
49	-	-	1,000	49 RV Park Infrastructure (40)	333,333	8,333	158,280	175,053	30	2,450			49
50	-	-	1,000	50 RV Park Renovation (40)	300,000	7,500	112,500	187,500	25	2,450			50
51	-	-	1,000	51 RV Park Campground Upgrade (40)	67,039	1,816	1,816	65,223	38	2,450			51
52	-	-	1,000	52 RV Park Upgrade (40)	51,049	1,276	1,379	49,670	38	2,450			52
53	-	-	1,000	53 Land Net Value	2,537,448	-	-	2,537,448	-				53
54	-	-	-	54 Dock Renovation - BC Fisheries (40)	1,562,157	-	-	1,562,157	40	2,450			54
55	-	-	1,000	55 Eq# 4603 P&H Crane (10)	38,084	3,608	10,956	25,128	6	2,450			55
56	-	-	1,000	56 Transient Dock Pedestals (10)	7,980	798	2,727	5,253	6	2,450			56
57	-	-	1,000	57 Retail Building - Mainbrace (15)	15,000	1,000	-	15,000	15	2,450			57
58	-	-	51,000	58 TOTAL REQUIREMENTS	21,888,228	391,973	5,729,584	16,258,644		125,000			58