



Port of Brookings Harbor

Proposed Budget
Fiscal Year 2025-26



Fiscal Year 2025-26

Budget Committee

Board of Commission

Position 1 – Joseph Speir	June 30, 2025
Position 2 – Sharon Hartung	June 30, 2027
Position 3 – Larry Jonas	June 30, 2027
Position 4 – Wesley Ferraccioli	June 30, 2025
Position 5 – Daniel Fraser	June 30, 2025

Term Expires

Committee Members at Large

Position 6 – Al Cornell	December 31, 2028
Position 7 – Wayne King	December 31, 2028
Position 8 – Richard Contestabile	December 31, 2027
Position 9 – Gary Hartung	December 31, 2026
Position 10 – Tom Beene	December 31, 2028

Term Expires

Port Manager

Travis Webster

Office Manager and Budget Officer

April Walker

Port of Brookings Harbor

Budget Message

DATE: May 7, 2025
RE: Proposed Budget for Fiscal Year 2025-26
TO: Port of Brookings Harbor Budget Committee
ISSUED BY: April Walker, Budget Officer and Travis Webster, Port Manager

The Port of Brookings Harbor is pleased to present the Fiscal Year 2025-26 operating budget for your consideration. This budget represents our best estimate as to the available resources, expenditures, and capital projects for this budget cycle.

The Port's budget serves as a working document to provide guidance for our staff and our Board of Commissioners to ensure that our resources are being used in a way that best serves the Port and the community.

The Port will continue dredging under the FEMA project to remove approximately 38,000 cubic yards in both basins. This dredging season will start on October 1 and end on February 15.

The Port will continue infrastructure repairs throughout our facilities. A list of projects is included in this budget document.

The wastewater treatment plant permitting and funding process will continue into this fiscal year. It is anticipated that the permitting and funding process will be concluded, and the procurement process will begin. Construction will likely begin in the 2026-27 fiscal year.

In conclusion, this budget allows the Port to continue providing reliable services to our customers and guests, while maintaining existing assets, meeting debt obligations, and complying with local, state, and federal regulations, with limited resources.

Port of Brookings Harbor

Budget Process

The purpose of a budget, as defined by the Oregon Department of Revenue, is to encourage local governments to evaluate their needs by considering revenue sources available to meet those needs. A local government's ability to impose property tax, and their authority to spend money or incur obligations, expires on June 30th without an adopted budget.

The budget committee's responsibility is to review the proposed budget, consider public comments, and discuss and revise the budget as needed. Once the review process is complete, the budget committee is expected to approve the budget and property taxes, and the approved budget is then presented to the Board of Commissioners for adoption.

This budget document is intended to summarize the major requirements within the budget, provide context for the resources and expenditures as proposed, and provide a comprehensive means of monitoring Port performance in the coming year.

Budget Overview

The Port of Brookings Harbor budget is divided into six separate funds: the General Fund, USDA Revenue Bond Fund, Debt Service Fund, RV Park Improvement Debt Service Fund, Capital Projects Fund and Reserve Fund. The General Fund contains most of the resources and expenditures for day-to-day operations while the Capital Projects Fund contains federal and state grant resources and expenditures. The Reserve Fund was created to accumulate resources for future capital improvements, replacements, and reserve cash.

General Fund Overview

The General Fund is used for everyday operations and includes income and expenses related to the Port's various operational activities, as well as grant revenues, tax revenues, and capital expenditures. The fund is separated into four departments: Marina, Beachfront RV Park, Commercial Retail, and Fuel Dock.

General Fund – Operating Revenues

The Port of Brookings Harbor's main revenue sources are dock moorages, RV park fees, properties (lease & rental) and fuel dock sales. The Port also collects landing fees to repair and upgrade receiving dock hoists, and to make upgrades to the receiving docks.

General Fund – Non-Operating Revenues & Expenses

The non-operating resources and expenditures are mainly comprised of tax revenues, interest income, debt service expense, and capital outlay.

Capital outlay expenditures are for purchase, construction, or improvement of capital assets. In general, a capital asset is a tangible or intangible asset with an initial cost of more than \$5,000 and an expected life of more than one year. The Port will continue to investigate possible grants to offset the costs. The Port's lack of cash on hand limits grant possibilities due to grant matching requirements.

The following table lists Capital Outlay probable and proposed projects within this budget:

#	Port Area	Capital Improvement Description	Estimated		
			Quantity	Cost	Proposed
1	Barge Area	Repair Slope at Sediment Bond / Fuel Dock Side	215 LF	20,000	20,000
2	Basin 1	Power Infrastructure to D-Dock & 4 Electrical Pedestals	4 Each	35,000	
3	Basin 2 Docks	Repair / Rebuild Old Docks	1 LS	2,500,000	20,000
4	Basin 2 Fence	4' Chain-link Fence East & West Sides	1,500 LF	15,000	
5	Basin 2 Parking	Commercial Eastside - Asphalt Overlay & Curbs (2,000LF)	62,000 SF	248,000	
6	Basin 2 Slopes	Repair West Side Slopes (500 LF in Budget)	1,000 LF	100,000	60,000
7	Basin 2 Slopes	Repair Slopes on South Side (Boat Yard)	400 LF	100,000	
8	Boardwalk	Sealcoat Asphalt	15,000 SF	10,000	
9	Boardwalk	Repair North Boardwalk Slope	150 LF	25,000	
10	Boardwalk	Repair Electrical System on North Section	1 LS	5,000	
11	Boat Storage Area	Paving	18,500 SF	92,500	
12	Boat Yard	Boat Yard Shop Buildings (Build 1-Shop in Budget)	8 Each	720,000	60,000
13	Boat Yard	Big Top Shelter for Travel Lift	1 Each	60,000	
14	Boat Yard	Replace Travel Lift Ramp	1 LS	1,000,000	
15	Fuel Dock	Repair / Replace 4" & 6" Waterline Valves (Backflows?)	4 Each	10,000	
16	Gear Storage Area	Paving	16,000 SF	80,000	
17	Kite Field	Parking Lot Sealcoating / Overlay	60,000 SF	30,000	
18	Kite Field	Storm Drains	4 Each	10,000	
19	Launch Ramp	Electrical Box Replacement	1 Each	15,000	15,000
20	Launch Ramp	Slope Repair at Zola's (Lane #1)	10 LF	2,500	2,500
21	Launch Ramp	Parking Lot Sealcoating & Repaint (20,000 SF in Budget)	83,000 SF	10,000	10,000
22	Port Parking	Paving	32,500 SF	162,500	
23	Port Shop Parking	Paving	24,500 SF	122,500	
24	Public Fishing Pier	Asphalt Overlay Walking Area	2,100 SF	10,000	
25	Public Fishing Pier	Extend Parking Lot	1,800 SF	12,000	
26	Receiving Dock	Renovate Hallmark Dock	1 LS	1,500,000	
27	Receiving Dock	Renovate Pacific Seafood Dock	1 LS	750,000	
28	Retail Area	Pave Open Areas between Blue Fin & Tidewinds	1,600 SF	8,000	
29	Retail Area	Renovate Small Retail Building (Oregon Homes Realty)	1 Each	25,000	25,000
30	Retail Area	Replace Roofing on Building #2	6,500 SF	75,000	75,000
31	Retail Parking Lot	Replace Catch Basin near Boat Wash	1 LS	8,000	8,000
32	Retail Parking Lot	Raise Asphalt for Drainage at Corner Market	2,100 SF	5,000	5,000
33	Retail Parking Lot	Raise Asphalt for Drainage at Zola's	500 SF	5,000	5,000
34	Retail Parking Lot	Parking Lot Sealcoating & Repaint	177,000 SF	40,000	40,000
35	RV Park	Storm Drains for Main Road	1 LS	15,000	15,000
36	RV Park	Main Road A/C 2" Overlay (2,500 SF in Budget)	38,000 SF	190,000	15,000
37	RV Park	Cabins (Buy 2 in Budget)	4 Each	75,000	38,000
Total Proposed					413,500

Budget Highlights

Overview

This year's budget focuses on continuing the FEMA PW-189 Dredging Project. The Port's dredging period begins on October 1 and ends on February 15.

The wastewater treatment plant project continues to move forward through regulatory procedures from DEQ permitting and EPA funding. This process will likely push construction into the next budget phase in 2026-27.

The Port continues to face the difficult responsibility of repairing or replacing aging infrastructure and maintaining assets that benefit the customers and public.

Operating performance in all areas remains consistent from year to year.

Budgetary Changes Year-to-Year

This proposed budget is approximately \$192,650 over the budget for the 2024-25 fiscal year. The proposed General Fund resources and requirements have increased \$158,000 over the current budget. The proposed Capital Projects Fund is \$13,450 over the current budget. The proposed expenditures for the Debt Service Fund, USDA Revenue Bond Fund, and RV Park Improvement Debt Service Fund remain mostly the same, with the change in resources coming from cash carryover balances and interest earned. The Reserve Fund resources continue to be set aside for future expenditures.

The proposed budget shows significant changes from the current adopted budget in the following categories:

Resources

- Marina – increase of \$70,000
 - Rate increases still allow the attractiveness of low moorage rates.
- Beachfront RV Park – increase of \$170,000
 - The location on the beach and improvements to the sites continue to attract guests.
- Commercial / Retail Leases – increase of \$20,000
 - We may see reduced tenant occupancy from the boat yard building conditions.
- Fuel Dock – increase of \$5,000
 - Rate increases have been made to balance Fuel Dock resources versus expenses.
- Landing Fees – no change.
 - Expected resources remain the same due to the fish processing plant closure.

Expenditures

- Personnel Services – increase of \$23,061
 - Port Staff consists of 11 full-time and 3 part-time employees.
 - Health insurance costs increased 15% this year.
- Debt Services – decrease of \$11,453
 - The Debt Services decreased because the forklift loan was paid in full last year.
- Capital Outlay – increase of \$25,000
 - Slight increase over last year as the Port continues to repair/upgrade its assets.
- Materials and Services – increase of \$169,500
 - Rising costs are caused by inflation and the need for repairs and maintenance.
- Capital Projects – increase of \$13,450
 - The Port continues its dredging and wastewater treatment plant projects.

USDA Revenue Bond Fund

The USDA Revenue Bond Fund was created as a requirement from the US Department of Agriculture for funding the Port received to rebuild Basin 1 in the year 2000.

The fund starts with a cash carryover of \$112,500 from the General Fund transfers of the prior fiscal year. The fund relies on these transfers to make the annual revenue bond payment of \$130,120, due November 6 of each year. The requirement for the debt payment amount is found in Schedule B.

Debt Service Fund

The Debt Service Fund consists of multiple loans from Infrastructure Finance Authority (IFA) / Business Oregon. Quarterly payments are made on the principal of these loans.

The fund starts with a cash carryover of \$37,500 from General Fund transfers of the prior fiscal year. This fund relies on transfers in the amount of \$310,000 to meet obligations to debtors.

The requirements for the debt payment amounts are found in Schedule B.

RV Park Improvement Debt Service Fund

The RV Park Improvement Debt Service Fund was established through a Full Faith and Credit Financing Agreement with Umpqua Bank. Resolution 546 was approved by the Board to achieve a proper matching of revenues of the Port and payment of debt service on the Financing Agreement within each Bond Year.

This fund starts with a cash carryover of \$0. Transfers from General Fund will match payments.

Capital Projects Fund

The Capital Project Fund provides separate accounting for 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. In most cases, project expenditures must be paid to be eligible for reimbursement by FEMA/OEM, Business Oregon, or EPA.

Federal Projects include:

- FEMA/OEM PW-189 Dredging. Dredging and haul off 38,000 cubic yards of sediment in Basins 1 & 2.
- FEMA/OEM PW-190 Administration. These are the administration costs of PW-189.
- FEMA/OEM Hazard Mitigation Grant Program. Two possible grants that would provide storm drains and paving at the boatyard and commercial storage areas.
- Business Oregon matching amounts that may total up to one million for the projects PW-189 and HMGP.
- EPA Wastewater Treatment Plant. The Port was granted \$3,500,000 for planning, engineering and construction of a wastewater treatment plant designed for commercial fish processing.

Reserve Fund

General Reserve

The General Reserve is to provide working capital to meet cash flow needs during normal operations and to support the operation, maintenance, and administration of the Port. The reserve is intended to reduce impacts from unforeseen events such as increased utility costs, loss of the Port's customers, severe storm impacts, litigation, and legislative actions. This reserve ensures that operations can continue should there be significant events that impact cash flows.

Capital Replacement Reserve

The Capital Replacement Reserve is used to fund future replacement of capital assets and capital projects. The reserve provides for timely repair and replacement of Port capital facilities.

Dredging Reserve

The Dredging Reserve is to provide funds for yearly maintenance dredging within Basins 1 & 2. Two percent of moorage fees are transferred monthly into the dredging reserve.

Landing Fee Reserve

The Landing Fee Reserve is to repair, maintain, and upgrade existing receiving docks and hoists.

Budget Overview

Total Resources and Requirements per Fund

General Fund Departments	Resources	Requirements
Cash Remaining from Previous Year	425,000	-
Taxes	290,000	-
Interest	15,000	-
Marina	850,000	1,334,747
Beachfront RV Park	850,000	604,717
Commercial Retail	650,000	636,717
Fuel Dock	880,000	900,687
Landing Fees	10,000	-
Sales of Assets	5,000	-
Miscellaneous	10,000	-
Grants & Other Funding	-	-
Transfers from General Fund	-	1,037,838
Transfers to General Fund (Due to/From)	540,000	-
Contingency	-	7,794
Unappropriated Ending Fund Balance	-	2,500
General Fund Totals	4,525,000	4,525,000
Revenue Bond Debt Service - USDA Fund	Resources	Requirements
Cash Remaining from Previous Year	112,500	-
Interest	3,500	-
Transfers from General Fund	130,120	-
USDA Bond Payment	-	130,120
Unappropriated Ending Fund Balance	-	116,000
Revenue Bond Debt Service - USDA Totals	246,120	246,120
Debt Service Fund	Resources	Requirements
Cash Remaining from Previous Year	37,500	-
Interest	3,000	-
Transfers from General Fund	310,000	-
IFA Loans Payments	-	310,000
Unappropriated Ending Fund Balance	-	40,500
Debt Service Fund Totals	350,500	350,500
RV Park Improvement Debt Service Fund	Resources	Requirements
Transfers from General Fund	57,718	-
RV Park Improvement Loan Payments	-	57,718
RV Park Improvement Debt Service Fund Totals	57,718	57,718
All Debt Total	654,338	654,338
Capital Projects Fund	Resources	Requirements
Cash Remaining from Previous Year	5,800	-
Interest	150	-
FEMA - Dredging (PW189)	270,000	270,000
Business Oregon - Matching Funds FEMA - Dredging (PW189)	90,000	90,000
FEMA - Administration (PW190)	20,000	20,000
WWTP - Fish Processing (Phase 1)	160,000	160,000
Hazard Mitigation - Paving and Storm Drains (HMGP)	-	-
Business Oregon - Matching Funds FEMA (HMGP)	-	-
Transfers from General Fund	540,000	-
Transfers to General Fund (Due to/From)	-	540,000
Unappropriated Ending Fund Balance	-	5,950
Capital Projects Fund Totals	1,085,950	1,085,950
Reserve Fund	Resources	Requirements
Cash Remaining from Previous Year	512,000	-
Interest	18,000	-
Transfers from General Fund	-	-
Transfers from General Fund / Landing Fees	-	-
General Reserve	12,000	-
Capital Replacement Reserve	12,000	-
Dredging Reserve	10,000	-
Landing Fees Reserve	10,000	-
Reserve for Future Expenditures	-	574,000
Unappropriated Ending Fund Balance	-	-
Reserve Fund Totals	574,000	574,000
Total Port of Brookings Harbor for Fiscal Year 2025-26 Budget		6,839,288



Port of Brookings Harbor

Budget FY 2025-26

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Resolution #2024-02 eliminated this unnecessary fund during FY23-24, the remaining balance was transferred to General Fund per ORS 294.353	8
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RESOURCES GENERAL FUND

Port of Brookings Harbor

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2025-26			
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	First Preceding Year 2022/23	First Preceding Year 2023/24						
				RESOURCES				
1	490,000	402,242	418,000	1 Cash Carryover	425,000			1
2	10,000	10,000	12,000	2 Previously levied taxes estimated to be received	10,000			2
3	2,000	2,000	17,000	3 Interest	15,000			3
4			535,000	4 Interfund Transfer from Capital Projects	540,000	-	-	4
5			100,000	5 Interfund Transfer from Reserve Fund	-	-	-	5
				OTHER RESOURCES				
6	842,000	750,000	780,000	6 Marina	850,000			6
7	800,000	750,000	680,000	7 Beachfront RV Park	850,000			7
8	635,000	590,000	630,000	8 Commercial Retail	650,000			8
9	1,050,000	1,000,000	875,000	9 Fuel Dock	880,000			9
10		50,000	10,000	10 Landing Fees	10,000			10
11	10,000	10,000	10,000	11 Asset Sales	5,000			11
12	66,000	50,000	20,000	12 Miscellaneous	10,000			12
13	123,119			13 Grants & Other Funding	-			13
14	4,028,119	3,614,242	4,087,000	14 Total resources, except taxes to be levied	4,245,000	-	-	14
15	250,000	270,000	280,000	15 Taxes estimated to be received	280,000			15
16				16 Taxes collected in year levied				16
17	4,278,119	3,884,242	4,367,000	17 TOTAL RESOURCES	4,525,000	-	-	17

**FORM
LB-30**

REQUIREMENTS SUMMARY
Allocated to a Program & Activity
GENERAL FUND

Port of Brookings Harbor

	Historical Data			REQUIREMENT TOTALS	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				PERSONNEL SERVICES					
1	289,000	292,398	414,701	1	Office Staff	181,428	-	-	1
2	267,800	271,653	186,106	2	Operations Staff	440,440	-	-	2
3	8,000	11,475	15,000	3	Overtime	15,000	-	-	3
4	193,300	185,338	225,000	4	Costs, Benefits & Taxes	220,000	-	-	4
5	22,000	15,000	20,000	5	Workers Comp	20,000	-	-	5
6	106,600	130,000	133,000	6	Health Care & Dental	140,000	-	-	6
7	886,700	905,864	993,807	7	TOTAL PERSONNEL SERVICES	1,016,868	-	-	7
8	11	13	12.5	8	TOTAL FULL-TIME EQUIVALENT (FTE)	12.5			8
					MATERIALS AND SERVICES				
9	5,624	5,476	6,000	9	Advertising & Notifications	7,500	-	-	9
10	635,490	368,077	305,000	10	Repairs and Maintenance	350,000	-	-	10
11	924,000	800,000	800,000	11	Fuel Purchased for resale	750,000	-	-	11
12	379,164	310,000	300,000	12	Utilities	325,000	-	-	12
13	51,032	41,000	35,000	13	Office Expenses	37,000	-	-	13
14	64,134	60,000	60,000	14	Bank Services & Finance Fees	72,000	-	-	14
15	8,453	10,000	10,000	15	Travel & Training	10,000	-	-	15
16	46,089	80,392	56,000	16	Permit, Licenses, Taxes, Misc.	50,000	-	-	16
17	126,314	130,000	175,000	17	Insurance - Property, Liability & Bond	225,000	-	-	17
18	175,000	235,000	130,000	18	Professional Fees	220,000	-	-	18
19	2,415,300	2,039,945	1,877,000	19	TOTAL MATERIALS AND SERVICES	2,046,500	-	-	19
					CAPITAL OUTLAY				
20	25,000		188,500	20	Land Improvements	180,500	-	-	20
21			175,000	21	Buildings	198,000	-	-	21
22			-	22	Equipment & Vehicle/s	15,000	-	-	22
23			25,000	23	Docks	20,000	-	-	23
24	25,000		388,500	24	TOTAL CAPITAL OUTLAY	413,500	-	-	24
25	3,327,000	2,945,809	3,259,307	25	TOTAL ALLOCATED REQUIREMENTS	3,476,868	-	-	25
					REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
					GENERAL FUND PER DEPARTMENT TOTALS				
26	1,066,000	844,358	976,327	26	Marina	1,334,747	-	-	26
27	515,000	507,536	530,327	27	Beachfront RV Park	604,717	-	-	27
28	514,000	441,006	587,827	28	Commercial Retail	636,717	-	-	28
29	1,232,000	1,152,910	1,164,827	29	Fuel Dock	900,687	-	-	29
30	3,327,000	2,945,809	3,259,307	30	TOTAL ALLOCATED REQUIREMENTS	3,476,868	-	-	30

FORM
LB-30

REQUIREMENTS SUMMARY
Not Allocated to a Program & Activity
GENERAL FUND

Port of Brookings Harbor

	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				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	130,120	130,120	130,116	15	Transfer to Bond Debt Service Fund	130,120	-	-	
16	391,484	346,213	321,738	16	Transfer to Debt Service Fund	310,000	-	-	
17	57,720	57,718	57,718	17	Transfer to RV Park Improvement Debt Service Fund	57,718	-	-	
18	103,119	-	535,000	18	Transfer to Capital Projects Fund	540,000	-	-	
19	-	50,000	-	19	Transfer to Port Construction Fund	-	-	-	
20	26,000	74,000	-	20	Transfer to Reserve Fund	-	-	-	
21	708,443	658,051	1,044,572	21	TOTAL INTERFUND TRANSFERS	1,037,838	-	-	
22	217,676	255,382	58,121	22	OPERATING CONTINGENCY	7,794		22	
23	926,119	913,433	1,102,693	23	TOTAL REQUIREMENTS NOT ALLOCATED	1,045,632	-	-	
24	3,327,000	2,945,809	3,259,307	24	TOTAL ORG./PROG. REQUIREMENTS	3,476,868	-	-	
25	4,253,119	3,859,242	4,362,000	25	Total Appropriations	4,522,500	-	-	
26	25,000	25,000	5,000	26	UNAPPROPRIATED ENDING FUND BALANCE	2,500		26	
27	4,278,119	3,884,242	4,367,000	27	TOTAL REQUIREMENTS	4,525,000	-	-	

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			RESOURCES AND REQUIREMENTS		Budget for Next Year 2025-26			
	Actual		Adopted Budget This Year Year 2024/25			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				RESOURCES					
1	102,820	103,660	104,460	1	Cash Carry Over	112,500			1
2	840	800	3,000	2	Interest	3,500			2
3	130,120	130,120	130,116	3	Transferred from General Fund	130,120			3
4	233,780	234,580	237,576	4	TOTAL RESOURCES	246,120	-	-	4
				REQUIREMENTS					
				Bond Principal Payments					
				Issue Date	Budgeted Payment Date				
5	83,913	88,110	88,110	5	November 6, 2000 November 6, 2025	97,140			5
6	83,913	88,110	88,110	6	TOTAL PRINCIPAL PAID	97,140	-	-	6
				Bond Interest Payments					
				Issue Date	Budgeted Payment Date				
7	46,207	42,010	42,010	7	November 6, 2000 November 6, 2025	32,980			7
8	46,207	42,010	42,010	8	TOTAL INTEREST PAID	32,980	-	-	8
9	130,120	130,120	130,120	9	Total Appropriations	130,120	-	-	9
10	103,660	104,460	107,456	10	UNAPPROPRIATED ENDING FUND BALANCE	116,000			10
11	233,780	234,580	237,576	11	TOTAL REQUIREMENTS	246,120	-	-	11

*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			RESOURCES AND REQUIREMENTS		Budget for Next Year 2025-26			
	Actual		Adopted Budget This Year Year 2024/25			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				RESOURCES					
1	23,100	23,700	24,316	1	Cash Carryover	37,500			1
2	616	616	2,000	2	Interest	3,000			2
3	391,484	346,213	321,738	3	Transferred IN from General Fund	310,000			3
4		140,000		4	Transferred IN from Reserve Fund				4
5	415,200	510,529	348,054	5	TOTAL RESOURCES	350,500	-	-	5
				REQUIREMENTS					
				Principal Payments					
				Description		Budgeted Payment Date			
6	15,374	16,333	11,453	6	Genie 2018 Forklift				6
7	53,293	18,424		7	50 BFMII Travelift Lease				7
8	318,000	310,000	310,000	8	IFA Loans	Quarterly	310,000	-	-
9		140,000		9	Assests from Land Sale to Pay IFA Debt				9
10	386,667	484,757	321,453	10	TOTAL PRINCIPAL PAID		310,000	-	-
				Interest Payments					
				Description		Budgeted Payment Date			
11	2,210	1,243.58	265.00	11	Genie 2018 Forklift				11
12	2,623	211.64		12	50 BFMII Travelift Lease				12
13				13	IFA Loans	Quarterly			13
14	4,833	1,455.22	265.00	14	TOTAL INTEREST PAID		-	-	-
15	391,500	486,213	321,718	15	Total Appropriations	310,000	-	-	15
16	23,700	24,316	26,336	16	UNAPPROPRIATED ENDING FUND BALANCE	40,500			16
17	415,200	510,529	348,054	17	TOTAL REQUIREMENTS	350,500	-	-	17

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			RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-26			
Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget	Adopted By Governing Body	
First Preceding Year 2022/23	First Preceding Year 2023/24						
RESOURCES							
1			1	Cash Carryover			1
2	57,720	57,718	2	Transferred IN from General Fund	57,718		2
3	57,720	57,718	3	TOTAL RESOURCES	57,718	-	3
REQUIREMENTS							
Principal Payments							
				Issue Date	Budgeted Payment Date		
4			4	July 15, 2020	Monthly on the 15th		4
5	39,900	41,085	5	RV Park Restoration & Upgrade / Umpqua Bank/OR FFC Agreement 2020		43,560	5
6	39,900	41,085	6	TOTAL PRINCIPAL		43,560	6
Interest Payments							
				Issue Date	Budgeted Payment Date		
7			7	July 15, 2020	Monthly on the 15th		7
8	17,820	16,633	8	RV Park Restoration & Upgrade / Umpqua Bank/OR FFC Agreement 2020		14,159	8
9	17,820	16,633	9	TOTAL INTEREST		14,159	9
10	57,720	57,718	10	Total Appropriations		57,718	10
11			11	UNAPPROPRIATED ENDING FUND BALANCE			11
12	57,720	57,718	12	TOTAL REQUIREMENTS		57,718	12

RESOURCES AND REQUIREMENTS

CAPITAL PROJECTS FUND

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				RESOURCES					
1	(100,619)	2,500	2,500	1	Cash Carryover	5,800			1
2				2	Interest	150			2
3	103,119		535,000	3	Interfund Transfer from General Funds	540,000	-	-	3
4	934,000			4	FEMA DR-4432-OR and DR-4452-OR - State Matching Funds				4
5	2,646,000	1,835,304	225,000	5	FEMA - Dredging (PW189)	270,000	-	-	5
6		500,000	75,000	6	Business Oregon - Matching Funds FEMA - Dredging (PW189)	90,000	-	-	6
7			25,000	7	FEMA - Administration (PW190)	20,000	-	-	7
8		3,500,000	210,000	8	WWTP - Fish Processing (Phase 1)	160,000	-	-	8
9		1,200,000		9	Hazard Mitigation - Paving and Storm Drains (HMGP)				9
10		500,000		10	Business Oregon - Matching Funds FEMA (HMGP)				10
11	3,582,500	7,537,804	1,072,500	11	TOTAL RESOURCES	1,085,950	-	-	11
				REQUIREMENTS					
12	3,580,000	1,835,304	225,000	12	FEMA - Dredging (PW189)	270,000	-	-	12
13		500,000	75,000	13	Business Oregon - Matching Funds FEMA - Dredging (PW189)	90,000	-	-	13
14			25,000	14	FEMA - Administration (PW190)	20,000	-	-	14
15		3,500,000	210,000	15	WWTP - Fish Processing (Phase 1)	160,000	-	-	15
16		1,200,000		16	Hazard Mitigation - Paving and Storm Drains (HMGP)				16
17		500,000		17	Business Oregon - Matching Funds FEMA (HMGP)				17
18			535,000	18	Interfund Transfer from Capital Projects (Due to/From)	540,000	-	-	18
19	3,580,000	7,535,304	1,070,000	19	Total Appropriations	1,080,000	-	-	19
20	2,500	2,500	2,500	20	UNAPPROPRIATED ENDING FUND BALANCE	5,950			20
21	3,582,500	7,537,804	1,072,500	21	TOTAL REQUIREMENTS	1,085,950	-	-	21

FORM

LB-11

Resolution #2024-02 eliminated this unnecessary fund during FY23-24, remaining balance was transferred to General Fund per ORS 294.353

RESOURCES AND REQUIREMENTS

PORT CONSTRUCTION FUND

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-26			
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	First Preceding Year 2022/23	First Preceding Year 2023/24						
				RESOURCES				
1	572,000	2,500		1	Cash Carryover			1
2	1,170			2	Interest			2
3		50,000		3	Interfund Transfer from General Funds			3
4	573,170	52,500	-	4	TOTAL RESOURCES			4
				REQUIREMENTS				
5	573,170			5	RV Park Restoration & Upgrade			5
6		50,000		6	S.L.F.R.F (State Local Fiscal Recovery Funds)			6
7	573,170	50,000	-	7	Total Appropriations			7
8		2,500		8	UNAPPROPRIATED ENDING FUND BALANCE			8
9	573,170	52,500	-	9	TOTAL REQUIREMENTS			9

**FORM
LB-11**

RESOURCES AND REQUIREMENTS

Per Resolution # 2024-03 this fund includes general, capital replacement, dredging, and landing fee reserves.

RESERVE FUND

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				RESOURCES					
1	215,700	400,236	493,736	1	Cash Carryover	512,000	-	-	1
2	1,500	2,000	26,054	2	Interest	18,000	-	-	2
3	26,000	24,000	-	3	Transferred IN from General Fund	-	-	-	3
4		50,000		4	Transferred IN from General Fund/Landing Fees				4
5			12,000	5	General Reserve	12,000	-	-	5
6			12,000	6	Capital Replacement Reserve	12,000	-	-	6
7			10,000	7	Dredging Reserve	10,000	-	-	7
8			10,000	8	Landing Fees Reserve	10,000	-	-	8
9	243,200	476,236	563,790	9	TOTAL RESOURCES	574,000	-	-	9
				REQUIREMENTS					
10				10	Transferred OUT to General Fund				10
11				11	Transferred OUT to Capital Projects Fund				11
12			30,000	12	General Reserve		-	-	12
13			135,000	13	Capital Replacement Reserve		-	-	13
14			-	14	Dredging Reserve		-	-	14
15			5,000	15	Landing Fees Reserve		-	-	15
16	243,200	476,236	393,790	18	Reserved for Future Expenditures	574,000	-	-	16
17	243,200	476,236	563,790	19	Total Appropriations	574,000	-	-	17
18				20	UNAPPROPRIATED ENDING FUND BALANCE				18
19	243,200	476,236	563,790	21	TOTAL REQUIREMENTS	574,000	-	-	19

Port of Brookings Harbor

Budget FY 2025-26

SCHEDULES

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FORM
LB-30

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

Port of Brookings Harbor

GENERAL FUND DEPARTMENT TOTALS

	Historical Data			REQUIREMENT TOTALS	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				PERSONNEL SERVICES					
1	289,000	292,398	414,701	1	Office Staff	181,428	-	-	1
2	267,800	271,653	186,106	2	Operations Staff	440,440	-	-	2
3	8,000	11,475	15,000	3	Overtime	15,000	-	-	3
4	193,300	185,338	225,000	4	Costs, Benefits & Taxes	220,000	-	-	4
5	22,000	15,000	20,000	5	Workers Comp	20,000	-	-	5
6	106,600	130,000	133,000	6	Health Care & Dental	140,000	-	-	6
7	886,700	905,864	993,807	7	TOTAL PERSONNEL SERVICES	1,016,868	-	-	7
8	12	12	12.5	8	TOTAL FULL-TIME EQUIVALENT (FTE)	12.5			8
					MATERIALS AND SERVICES				
9	5,624	5,476	6,000	9	Advertising & Notifications	7,500	-	-	9
10	635,490	368,077	305,000	10	Repairs and Maintenance	350,000	-	-	10
11	924,000	800,000	800,000	11	Fuel Purchased for resale	750,000	-	-	11
12	379,164	310,000	300,000	12	Utilities	325,000	-	-	12
13	51,032	41,000	35,000	13	Office Expenses	37,000	-	-	13
14	64,134	60,000	60,000	14	Bank Services & Finance Fees	72,000	-	-	14
15	8,453	10,000	10,000	15	Travel & Training	10,000	-	-	15
16	46,089	80,392	56,000	16	Permit, Licenses, Taxes, Misc.	50,000	-	-	16
17	126,314	130,000	175,000	17	Insurance - Property, Liability & Bond	225,000	-	-	17
18	175,000	235,000	130,000	18	Professional Fees	220,000	-	-	18
19	2,415,300	2,039,945	1,877,000	19	TOTAL MATERIALS AND SERVICES	2,046,500	-	-	19
					CAPITAL OUTLAY				
20	25,000		188,500	20	Land Improvements	180,500	-	-	20
21			175,000	21	Buildings	198,000	-	-	21
22				22	Equipment & Vehicle/s	15,000	-	-	22
23			25,000	23	Docks	20,000	-	-	23
24	25,000	-	388,500	24	TOTAL CAPITAL OUTLAY	413,500	-	-	24
25	3,327,000	2,945,809	3,259,307	25	TOTAL ALLOCATED REQUIREMENTS	3,476,868	-	-	25
					REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
26				26	GENERAL FUND per Department Totals				26
27	1,066,000	844,358	976,327	27	Marina	1,334,747	-	-	27
28	515,000	507,536	530,327	28	Beachfront RV Park	604,717	-	-	28
29	514,000	441,006	587,827	29	Commercial Retail	636,717	-	-	29
30	1,232,000	1,152,910	1,164,827	30	Fuel Dock	900,687	-	-	30
31	3,327,000	2,945,809	3,259,307	31	TOTAL ALLOCATED REQUIREMENTS	3,476,868	-	-	31

SCHEDULE A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: MARINA

including Administration, Marine Services & Property Ground Use

	Historical Data			DESCRIPTION	Budget for Next Year 2025-26			
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	First Preceding Year 2022/23	First Preceding Year 2023/24						
PERSONNEL SERVICES								
1	89,000	99,122	103,675	1	Office Staff	72,571		1
2	77,500	82,633	46,527	2	Operations Staff	176,176		2
3	3,800	6,327	3,750	3	Overtime	6,000		3
4	58,500	50,538	56,250	4	Costs, Benefits & Taxes	88,000		4
5	5,500	3,750	5,000	5	Workers Comp	8,000		5
6	34,000	34,000	33,250	6	Health Care & Dental	56,000		6
7	268,300	276,370	248,452	7	TOTAL PERSONNEL SERVICES	406,747	-	-
8	10	10	3.5	8	TOTAL FULL-TIME EQUIVALENT (FTE)	4		8
MATERIALS AND SERVICES								
9	1,406	1,035	1,000	9	Advertising & Notifications	3,500		9
10	400,490	183,426	210,000	10	Repairs and Maintenance	245,000		10
11				11	Fuel Purchased for resale	-		11
12	200,000	168,720	183,375	12	Utilities	197,500		12
13	12,758	11,154	9,500	13	Office Expenses	16,500		13
14	13,828	16,571	15,000	14	Bank Services & Finance Fees	18,500		14
15	8,153	2,827	3,250	15	Travel & Training	7,500		15
16	9,083	15,893	15,000	16	Permit, Licenses, Taxes, Misc.	22,500		16
17	92,962	81,709	43,750	17	Insurance - Property, Liability & Bond	144,500		17
18	59,020	86,653	65,000	18	Professional Fees	145,000		18
19	797,700	567,988	545,875	19	TOTAL MATERIALS AND SERVICES	800,500	-	-
CAPITAL OUTLAY								
20			157,000	20	Land Improvements - slope repairs	92,500		20
21				21	Buildings	-		21
22				22	Equipment & Vehicle/s - electrical box replacement	15,000		22
23			25,000	23	Docks - basin 2 repair/rebuild old docks	20,000		23
24	-	-	182,000	24	TOTAL CAPITAL OUTLAY	127,500	-	-
25	1,066,000	844,358	976,327	25	TOTAL DEPT. REQUIREMENTS	1,334,747	-	-

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

	Historical Data			DESCRIPTION	Budget for Next Year 2025-26			
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	First Preceding Year 2022/23	First Preceding Year 2023/24						
PERSONNEL SERVICES								
1	96,600	108,195	103,675	1	Office Staff	45,357		1
2	39,100	23,754	46,527	2	Operations Staff	110,110		2
3	2,000	2,777	3,750	3	Overtime	3,750		3
4	47,000	47,000	56,250	4	Costs, Benefits & Taxes	55,000		4
5	5,500	3,750	5,000	5	Workers Comp	5,000		5
6	29,000	32,000	33,250	6	Health Care & Dental	35,000		6
7	219,200	217,476	248,452	7	TOTAL PERSONNEL SERVICES	254,217	-	- 7
8	3	3	3	8	TOTAL FULL-TIME EQUIVALENT (FTE)	3.5		8
MATERIALS AND SERVICES								
9	1,406	2,236	3,000	9	Advertising & Notifications	2,500		9
10	55,000	86,588	45,000	10	Repairs and Maintenance	45,000		10
11				11	Fuel Purchased for resale	-		11
12	120,000	95,048	78,375	12	Utilities	87,500		12
13	12,758	9,760	8,500	13	Office Expenses	12,500		13
14	33,962	24,257	30,000	14	Bank Services & Finance Fees	38,500		14
15	100	2,391	2,250	15	Travel & Training	1,500		15
16	2,394	8,225	6,000	16	Permit, Licenses, Taxes, Misc.	12,500		16
17	6,520	14,771	43,750	17	Insurance - Property, Liability & Bond	37,500		17
18	38,660	46,784	35,000	18	Professional Fees	45,000		18
19	270,800	290,060	251,875	19	TOTAL MATERIALS AND SERVICES	282,500	-	- 19
CAPITAL OUTLAY								
20	25,000		30,000	20	Land Improvements - storm drains & road overlay	30,000		20
21				21	Buildings - cabins	38,000		21
22				22	Equipment & Vehicle/s	-		22
23				23	Docks	-		23
24	25,000	-	30,000	24	TOTAL CAPITAL OUTLAY	68,000	-	- 24
25	515,000	507,536	530,327	25	TOTAL DEPT. REQUIREMENTS	604,717	-	- 25

Schedule A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: COMMERCIAL RETAIL

	Historical Data			DESCRIPTION	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
PERSONNEL SERVICES									
1	51,700	44,082	103,675	1	Office Staff	45,357			1
2	75,600	82,633	46,527	2	Operations Staff	110,110			2
3	1,100	1,186	3,750	3	Overtime	3,750			3
4	43,900	43,900	56,250	4	Costs, Benefits & Taxes	55,000			4
5	5,500	3,750	5,000	5	Workers Comp	5,000			5
6	21,800	32,000	33,250	6	Health Care & Dental	35,000			6
7	199,600	207,551	248,452	7	TOTAL PERSONNEL SERVICES	254,217	-	-	7
8	2.5	2.5	3	8	TOTAL FULL-TIME EQUIVALENT (FTE)	3.5			8
MATERIALS AND SERVICES									
9	1,406	1,261	1,000	9	Advertising & Notifications	1,500			9
10	150,000	47,017	30,000	10	Repairs and Maintenance	40,000			10
11				11	Fuel Purchased for resale	-			11
12	55,164	35,279	31,375	12	Utilities	35,000			12
13	12,758	11,408	9,500	13	Office Expenses	7,000			13
14				14	Bank Services & Finance Fees	-			14
15	100	2,391	2,250	15	Travel & Training	1,000			15
16	34,612	48,859	30,000	16	Permit, Licenses, Taxes, Misc.	10,000			16
17	21,700	26,144	43,750	17	Insurance - Property, Liability & Bond	40,000			17
18	38,660	61,096	15,000	18	Professional Fees	30,000			18
19	314,400	233,455	162,875	19	TOTAL MATERIALS AND SERVICES	164,500	-	-	19
CAPITAL OUTLAY									
20			1,500	20	Land Improvements - parking lots improvements	58,000			20
21			175,000	21	Buildings - boatyard buildings, roof retail building 2, roof Oregon Life Homes	160,000			21
22				22	Equipment & Vehicle/s	-			22
23				23	Docks	-			23
24	-	-	176,500	24	TOTAL CAPITAL OUTLAY	218,000	-	-	24
25	514,000	441,006	587,827	25	TOTAL DEPT. REQUIREMENTS	636,717	-	-	25

Schedule A
GENERAL FUND BY DEPARTMENT
REQUIREMENTS FOR: FUEL DOCK

	Historical Data			DESCRIPTION	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				PERSONNEL SERVICES					
1	51,700	40,999	103,675	1	Office Staff	18,143			1
2	75,600	82,633	46,527	2	Operations Staff	44,044			2
3	1,100	1,185	3,750	3	Overtime	1,500			3
4	43,900	43,900	56,250	4	Costs, Benefits & Taxes	22,000			4
5	5,500	3,750	5,000	5	Workers Comp	2,000			5
6	21,800	32,000	33,250	6	Health Care & Dental	14,000			6
7	199,600	204,467	248,452	7	TOTAL PERSONNEL SERVICES	101,687	-	-	7
8	2.5	2.5	3	8	TOTAL FULL-TIME EQUIVALENT (FTE)	1.5			8
				MATERIALS AND SERVICES					
9	1,406	944	1,000	9	Advertising & Notifications	-			9
10	30,000	51,047	20,000	10	Repairs and Maintenance	20,000			10
11	924,000	800,000	800,000	11	Fuel Purchased for resale	750,000			11
12	4,000	10,954	6,875	12	Utilities	5,000			12
13	12,758	8,678	7,500	13	Office Expenses	1,000			13
14	16,344	19,172	15,000	14	Bank Services & Finance Fees	15,000			14
15	100	2,391	2,250	15	Travel & Training	-			15
16		7,415	5,000	16	Permits, Licenses, Taxes, & Misc.	5,000			16
17	5,132	7,375	43,750	17	Insurance - Property, Liability & Bond	3,000			17
18	38,660	40,467	15,000	18	Professional Fees	-			18
19	1,032,400	948,443	916,375	19	TOTAL MATERIALS AND SERVICES	799,000	-	-	19
				CAPITAL OUTLAY					
20				20	Land Improvements	-			20
21				21	Buildings	-			21
22				22	Equipment & Vehicle/s	-			22
23				23	Docks	-			23
24	-	-	-	24	TOTAL CAPITAL OUTLAY	-	-	-	24
25	1,232,000	1,152,910	1,164,827	25	TOTAL DEPT. REQUIREMENTS	900,687	-	-	25

SCHEDULE B
Debt Service Fund Amortization Schedules

Umpqua Bank	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2025	Balance 7/1/2026
	7/15/2025	3,582	1,228	4,810	503,419	
	8/15/2025	3,590	1,220	4,810		
	9/15/2025	3,599	1,211	4,810		
	10/15/2025	3,608	1,202	4,810		
	11/15/2025	3,617	1,193	4,810		
	12/15/2025	3,625	1,184	4,810		
	1/15/2026	3,634	1,176	4,810		
	2/15/2026	3,643	1,167	4,810		
	3/15/2026	3,652	1,158	4,810		
	4/15/2026	3,661	1,149	4,810		
	5/15/2026	3,670	1,140	4,810		
	6/15/2026	3,679	1,131	4,810		
RV Park Restoration / OR FFC Agreement 2020 Total		43,560	14,159	57,718		459,859

IFA Business Oregon	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2025 (Includes Deferred Interest)	Balance 7/1/2026 (Includes Deferred Interest)
3rd Quarter	9/30/2025	77,500	-	77,500	2,918,444	
4th Quarter	12/31/2025	77,500	-	77,500		
1st Quarter	3/31/2026	77,500	-	77,500		
2nd Quarter	6/30/2026	77,500	-	77,500		
80% for Asset Sales		-	-	-		
Infrastructure Finance Authority Total		310,000	-	310,000		2,608,444

Total Debt Service		353,560	14,159	367,718	3,421,863	3,068,303
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USDA Revenue Bond

USDA Revenue Bond	Payment Dates	Principal Amt	Interest Amount	Pmt Amount	Balance 6/30/2025	Balance 7/1/2026
	11/6/2025	97,140	32,980	130,120	660,140	563,000

TOTAL ALL DEBT		450,700	47,139	497,838	4,082,003	3,631,303
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Schedule C
RESOURCES AND REQUIREMENTS
CAPITAL PROJECTS FUND
FEMA Dredging and Matching Funds (PW189)

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-26			
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	First Preceding Year 2022/23	First Preceding Year 2023/24						
				RESOURCES				
1	(100,619)	2,500		1 Cash Carryover				1
2				2 Interest				2
3	103,119		300,000	3 Interfund Transfer from General Funds	360,000			3
4	934,000			4 FEMA DR-4432-OR and DR-4452-OR - State Matching Funds				4
5	2,646,000	1,835,304	225,000	5 FEMA - Dredging (PW189)	270,000			5
6		500,000	75,000	6 Business Oregon - Matching Funds FEMA - Dredging (PW189)	90,000			6
7				7 FEMA - Administration (PW190)				7
8		3,500,000		8 WWTP - Fish Processing (Phase 1)				8
9		1,200,000		9 Hazard Mitigation - Paving and Storm Drains (HMGP)				9
10		500,000		10 Business Oregon - Matching Funds FEMA (HMGP)				10
11	3,582,500	7,537,804	600,000	11 TOTAL RESOURCES	720,000	-	-	11
				REQUIREMENTS				
12	3,580,000	1,835,304	225,000	12 FEMA - Dredging (PW189)	270,000			12
13		500,000	75,000	13 Business Oregon - Matching Funds FEMA - Dredging (PW189)	90,000			13
14				14 FEMA - Administration (PW190)				14
15		3,500,000		15 WWTP - Fish Processing (Phase 1)				15
16		1,200,000		16 Hazard Mitigation - Paving and Storm Drains (HMGP)				16
17		500,000		17 Business Oregon - Matching Funds FEMA (HMGP)				17
18			300,000	18 Interfund Transfer from Capital Projects (Due to/From)	360,000			18
19	3,580,000	7,535,304	600,000	19 Total Appropriations	720,000	-	-	19
20	2,500	2,500		20 UNAPPROPRIATED ENDING FUND BALANCE				20
21	3,582,500	7,537,804	600,000	21 TOTAL REQUIREMENTS	720,000	-	-	21

Schedule C
RESOURCES AND REQUIREMENTS
CAPITAL PROJECTS FUND
FEMA Administration (PW190)

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
RESOURCES									
1	(100,619)	2,500		1	Cash Carryover				1
2				2	Interest	-			2
3	103,119		25,000	3	Interfund Transfer from General Funds	20,000			3
4	934,000			4	FEMA DR-4432-OR and DR-4452-OR - State Matching Funds				4
5	2,646,000	1,835,304		5	FEMA - Dredging (PW189)				5
6		500,000		6	Business Oregon - Matching Funds FEMA - Dredging (PW189)				6
7			25,000	7	FEMA - Administration (PW190)	20,000			7
8		3,500,000		8	WWTP - Fish Processing (Phase 1)				8
9		1,200,000		9	Hazard Mitigation - Paving and Storm Drains (HMGP)				9
10		500,000		10	Business Oregon - Matching Funds FEMA (HMGP)				10
11	3,582,500	7,537,804	50,000	11	TOTAL RESOURCES	40,000	-	-	11
REQUIREMENTS									
12	3,580,000	1,835,304		12	FEMA - Dredging (PW189)				12
13		500,000		13	Business Oregon - Matching Funds FEMA - Dredging (PW189)				13
14			25,000	14	FEMA - Administration (PW190)	20,000			14
15		3,500,000		15	WWTP - Fish Processing (Phase 1)				15
16		1,200,000		16	Hazard Mitigation - Paving and Storm Drains (HMGP)				16
17		500,000		17	Business Oregon - Matching Funds FEMA (HMGP)				17
18			25,000	18	Interfund Transfer from Capital Projects (Due to/From)	20,000			18
19	3,580,000	7,535,304	50,000	19	Total Appropriations	40,000	-	-	19
20	2,500	2,500		20	UNAPPROPRIATED ENDING FUND BALANCE				20
21	3,582,500	7,537,804	50,000	21	TOTAL REQUIREMENTS	40,000	-	-	21

Schedule C
RESOURCES AND REQUIREMENTS
CAPITAL PROJECTS FUND
WWTP - Fish Processing (Phase 1)

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				RESOURCES					
1	(100,619)	2,500		1	Cash Carryover				1
2				2	Interest	-			2
3	103,119		210,000	3	Interfund Transfer from General Funds	160,000			3
4	934,000			4	FEMA DR-4432-OR and DR-4452-OR - State Matching Funds				4
5	2,646,000	1,835,304		5	FEMA - Dredging (PW189)				5
6		500,000		6	Business Oregon - Matching Funds FEMA - Dredging (PW189)				6
7				7	FEMA - Administration (PW190)				7
8		3,500,000	210,000	8	WWTP - Fish Processing (Phase 1)	160,000			8
9		1,200,000		9	Hazard Mitigation - Paving and Storm Drains (HMGP)				9
10		500,000		10	Business Oregon - Matching Funds FEMA (HMGP)				10
11	3,582,500	7,537,804	420,000	11	TOTAL RESOURCES	320,000	-	-	11
				REQUIREMENTS					
12	3,580,000	1,835,304		12	FEMA - Dredging (PW189)				12
13		500,000		13	Business Oregon - Matching Funds FEMA - Dredging (PW189)				13
14				14	FEMA - Administration (PW190)				14
15		3,500,000	210,000	15	WWTP - Fish Processing (Phase 1)	160,000			15
16		1,200,000		16	Hazard Mitigation - Paving and Storm Drains (HMGP)				16
17		500,000		17	Business Oregon - Matching Funds FEMA (HMGP)				17
18			210,000	18	Interfund Transfer from Capital Projects (Due to/From)	160,000			18
19	3,580,000	7,535,304	420,000	19	Total Appropriations	320,000	-	-	19
20	2,500	2,500		20	UNAPPROPRIATED ENDING FUND BALANCE				20
21	3,582,500	7,537,804	420,000	21	TOTAL REQUIREMENTS	320,000	-	-	21

**FORM
LB-11**

**Schedule D
RESOURCES AND REQUIREMENTS**

Per Resolution # 2024-03 this fund includes general, capital replacement, dredging, and landing fee reserves.

**RESERVE FUND
General Reserve**

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				RESOURCES					
1	215,700	400,236	300,000	1	Cash Carryover	278,000			1
2	1,500	2,000	16,000	2	Interest	10,000			2
3	26,000	24,000		3	Transferred IN from General Fund				3
4		50,000		4	Transferred IN from General Fund/Landing Fees				4
5			12,000	5	General Reserve	12,000			5
6				6	Capital Replacement Reserve				6
7				7	Dredging Reserve				7
8				8	Landing Fees Reserve				8
9	243,200	476,236	328,000	9	TOTAL RESOURCES	300,000	-	-	9
					REQUIREMENTS				
10				10	Transferred OUT to General Fund				10
11				11	Transferred OUT to Capital Projects Fund				11
12			30,000	12	General Reserve				12
13				13	Capital Replacement Reserve				13
14				14	Dredging Reserve				14
15				15	Landing Fees Reserve				15
16	243,200	476,236	298,000	16	Reserved for Future Expenditures	300,000			16
17	243,200	476,236	328,000	17	Total Appropriations	300,000	-	-	17
18				18	UNAPPROPRIATED ENDING FUND BALANCE				18
19	243,200	476,236	328,000	19	TOTAL REQUIREMENTS	300,000	-	-	19

**FORM
LB-11**

**Schedule D
RESOURCES AND REQUIREMENTS**

RESERVE FUND

Capital Replacement Reserve

Port of Brookings Harbor

Per Resolution # 2024-03 this fund includes general, capital replacement, dredging, and landing fee reserves.

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				RESOURCES					
1	215,700	400,236	123,736	1	Cash Carryover	139,000			1
2	1,500	2,000	6,434	2	Interest	5,000			2
3	26,000	24,000		3	Transferred IN from General Fund				3
4		50,000		4	Transferred IN from General Fund/Landing Fees				4
5				5	General Reserve				5
6			12,000	6	Capital Replacement Reserve	12,000			6
7				7	Dredging Reserve				7
8				8	Landing Fees Reserve				8
9	243,200	476,236	142,170	9	TOTAL RESOURCES	156,000	-	-	9
					REQUIREMENTS				
10				10	Transferred OUT to General Fund				10
11				11	Transferred OUT to Capital Projects Fund				11
12				12	General Reserve				12
13			135,000	13	Capital Replacement Reserve				13
14				14	Dredging Reserve				14
15				15	Landing Fees Reserve				15
16	243,200	476,236	7,170	16	Reserved for Future Expenditures	156,000			16
17	243,200	476,236	142,170	17	Total Appropriations	156,000	-	-	17
18				18	UNAPPROPRIATED ENDING FUND BALANCE				18
19	243,200	476,236	142,170	19	TOTAL REQUIREMENTS	156,000	-	-	19

**FORM
LB-11**

**Schedule D
RESOURCES AND REQUIREMENTS**

Per Resolution # 2024-03 this fund includes general, capital replacement, dredging, and landing fee reserves.

**RESERVE FUND
Dredging Reserve**

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS		Budget for Next Year 2025-26			
	Actual		Adopted Budget This Year Year 2024/25			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				RESOURCES					
1	215,700	400,236	60,000	1	Cash Carryover	75,000			1
2	1,500	2,000	3,120	2	Interest	2,500			2
3	26,000	24,000		3	Transferred IN from General Fund				3
4		50,000		4	Transferred IN from General Fund/Landing Fees				4
5				5	General Reserve				5
6				6	Capital Replacement Reserve				6
7			10,000	7	Dredging Reserve	10,000			7
8				8	Landing Fees Reserve				8
9	243,200	476,236	73,120	9	TOTAL RESOURCES	87,500	-	-	9
				REQUIREMENTS					
10				10	Transferred OUT to General Fund				10
11				11	Transferred OUT to Capital Projects Fund				11
12				12	General Reserve				12
13				13	Capital Replacement Reserve				13
14				14	Dredging Reserve				14
15				15	Landing Fees Reserve				15
16	243,200	476,236	73,120	16	Reserved for Future Expenditures	87,500			16
17	243,200	476,236	73,120	17	Total Appropriations	87,500	-	-	17
18				18	UNAPPROPRIATED ENDING FUND BALANCE				18
19	243,200	476,236	73,120	19	TOTAL REQUIREMENTS	87,500	-	-	19

**FORM
LB-11**

**Schedule D
RESOURCES AND REQUIREMENTS**

Per Resolution # 2024-03 this fund includes general, capital replacement, dredging, and landing fee reserves.

**RESERVE FUND
Landing Fees Reserve**

Port of Brookings Harbor

	Historical Data			RESOURCES AND REQUIREMENTS	Budget for Next Year 2025-26				
	Actual		Adopted Budget This Year Year 2024/25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2022/23	First Preceding Year 2023/24							
				RESOURCES					
1	215,700	400,236	10,000	1	Cash Carryover	20,000			1
2	1,500	2,000	500	2	Interest	500			2
3	26,000	24,000		3	Transferred IN from General Fund				3
4		50,000		4	Transferred IN from General Fund/Landing Fees				4
5				5	General Reserve				5
6				6	Capital Replacement Reserve				6
7				7	Dredging Reserve				7
8			10,000	8	Landing Fees Reserve	10,000			8
9	243,200	476,236	20,500	9	TOTAL RESOURCES	30,500	-	-	9
					REQUIREMENTS				
10				10	Transferred OUT to General Fund				10
11				11	Transferred OUT to Capital Projects Fund				11
12				12	General Reserve				12
13				13	Capital Replacement Reserve				13
14				14	Dredging Reserve				14
15			5,000	15	Landing Fees Reserve				15
16	243,200	476,236	15,500	16	Reserved for Future Expenditures	30,500			16
17	243,200	476,236	20,500	17	Total Appropriations	30,500	-	-	17
18				18	UNAPPROPRIATED ENDING FUND BALANCE				18
19	243,200	476,236	20,500	19	TOTAL REQUIREMENTS	30,500	-	-	19