



*Photo of completed Basin 1 Piling Project April 2019*

# **Budget for Fiscal Year 2019 - 2020**

**RESOURCES  
GENERAL FUND**

**FORM  
LB-20**

**Port of Brookings Harbor**

Historical Data		Actual		Adopted Budget This Year 18 / 19	RESOURCE SUMMARY	Budget for Next Year 2019-20		
Second Preceding Year 16 / 17	First Preceding Year 17 / 18	Second Preceding Year 16 / 17	First Preceding Year 17 / 18			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1					1 Available cash on hand* (cash basis) or			
2	23,023	95,426	67,554	67,554	2 Net working capital (accrual basis)	375,000		1
3	6,917	14,343	8,800	8,800	3 4010 Previously levied taxes estimated to be received	9,000		2
4	315	1,400	2,400	2,400	4 4050 Interest	7,304		3
5		149,863	24,807	24,807	5 To General from Capital Projects Fund			4
6			-	-	6 OTHER RESOURCES			5
7	635,080	565,758	620,400	620,400	7 4300 Admin / Moorage / Marina	654,707		6
8	563,943	574,267	576,349	576,349	8 4400 Beachfront RV Park	556,869		7
9	70,761	83,683	104,437	104,437	9 4600 Boat Yard	93,974		8
10	19,222	-	-	-	10 4365 Cold Storage	-		9
11	422,404	516,640	522,700	522,700	11 4210 Commercial Retail	519,402		10
12	444,877	479,745	458,516	458,516	12 4500 Fuel Dock	581,596		11
13	88,065	-	-	-	13 4700 Ice House	-		12
14	4,510	8,550	5,000	5,000	14 4910 Land Use Events	8,926		13
15	33,491	-	-	-	15 4550 Special Events	-		14
16			-	-	16			15
17	47,833	79,427	184,000	184,000	17 Asset Sales	5,066		16
18	126,694	81,854	19,384	19,384	18 Miscellaneous	20,657		17
19								18
20								19
21								20
22								21
23								22
24								23
25	2,487,135	2,650,955	2,594,347	2,594,347	25 Total resources, except taxes to be levied	2,832,500		24
26			213,704	213,704	26 Taxes estimated to be received	225,000		25
27	214,368	223,279			27 Taxes collected in year levied			26
28	2,701,504	2,874,235	2,808,051	2,808,051	28 TOTAL RESOURCES	3,057,500		27

\*Includes ending balance from prior year



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

**FORM LB-30**

Line Item	Historical Data			REQUIREMENTS FOR: <u>BEACHFRONT RV PARK</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								
1				PERSONNEL SERVICES						
2	30,586	40,297	37,951	1 5010 Wages & Salaries	-	-	-			
3	12,286	7,242	21,241	2 5026 Hourly / RV Park Office Staff	46,585					
4	4,183	3,566	1,557	3 5020 Hourly / RV Park Operations Staff	28,153					
5				4 5030 Overtime	2,096					
6				5						
7				6						
8				7						
9	47,055	51,105	60,749	8						
10	1.5	1.5	1.50	9 TOTAL PERSONNEL SERVICES	76,833					
				10 TOTAL FULL-TIME EQUIVALENT (FTE)	1.50		1.50			1.50
				MATERIALS AND SERVICES						
11				11 5540 Mini-Mart Cost of Goods	-					
12	1,705	715	1,377	12 6001 Advertising & Notifications	1,384					
13	30,226	45,727	41,805	13 6100 Repairs and Maintenance	43,047					
14	61,723	74,262	71,765	14 6200 Utilities	78,964					
15	7,500	7,544	7,575	15 6300 Office Expense	1,755					
16	11,771	12,871	13,145	16 6350 Bank Service & Finance Fees	14,131					
17	9,185	10,446	10,712	17 6500 Permit, Licenses, Taxes, Misc.	19,136					
18	15,000	15,000	15,000	18 6585 Harbor RFPD Service						
19	1,216	932	1,063	19 6800 Insurance	816					
20	1,863	3,340	1,863	20 6900 Professional fees	73,000					
21	140,189	170,837	164,304	21 TOTAL MATERIALS AND SERVICES	232,232					
				CAPITAL OUTLAY						
22				22						
23				23						
24				24						
25				25						
26				26						
27				27						
28				28 TOTAL CAPITAL OUTLAY						
				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS						
29				29						
30				30						
31				31						
32	167,244	221,942	225,054	32 TOTAL ORG./PROG. REQUIREMENTS	309,066					

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

Line Item	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					
1	19,572	45,168	56,700	76,305			1
2	3,324	4,876	638	879			2
3							3
4							4
5							5
6							6
7							7
8							8
9	22,896	50,044	57,338	77,183			9
10			1.00	1.00	1.00	1.00	10
<b>PERSONNEL SERVICES</b>							
11	8,597	44,159	56,215	25,367			11
12	-	-	-	40,000			12
13	-	187	12,187	3,227			13
14	3,129	10,454	10,922	10,237			14
15		297	-				15
16			-				16
17	11,726	55,097	79,324	78,831			17
<b>MATERIALS AND SERVICES</b>							
18							18
19							19
20							20
21							21
22							22
<b>TOTAL PERSONNEL SERVICES</b>							
23							23
24							24
25							25
26							26
27							27
28	34,622	105,141	136,662	156,014			28
<b>TOTAL ORG./PROG. REQUIREMENTS</b>							

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

**FORM LB-30**

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

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

**FORM LB-30**

Line Item	Historical Data			Adopted Budget This Year 18 / 19	REQUIREMENTS FOR: <b>COMMERCIAL RETAIL</b>	Budget For Next Year 2019-20					
	Actual		First Preceding Year 17 / 18			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
	Second Preceding Year 16 / 17	First Preceding Year 17 / 18									
1											
2	11,077	7,011		14,131	PERSONNEL SERVICES			19,613			
3	2,546	656		596	1 5010 Wages & Salaries						
4	-	-		-	2 5020 Hourly / Operations Staff			586			
5				-	3 5030 Overtime						
6				-	4						
7				-	5						
8				-	6						
9	13,623	7,667		14,727	7						
10	1	1		0.50	8						
					9			20,199			
					10			0.75	0.75	0.50	
					11						
11	46,655	87,957		46,938	MATERIALS AND SERVICES			135,421			
12	59,038	43,031		48,527	11 6100 Repairs and Maintenance			51,831			
13	8,090	1,984		2,776	12 6200 Utilities			1,034			
15	4,210	7,747		7,473	13 6500 Permil, Licenses, Taxes, Misc.			5,723			
16	6,648	16,668		35,865	15 6800 Insurance			12,281			
17	124,641	157,387		141,579	16 6900 Professional Fees			206,290			
18	-	-		-	17 TOTAL MATERIALS AND SERVICES						
19	0	-		-	CAPITAL OUTLAY						
20					18						
21					19						
22					20						
23					21						
24					22						
					23						
					24						
					25						
					26						
					27						
28	138,264	165,054		156,306	28 TOTAL ORG./PROG. REQUIREMENTS			226,489			

**FORM LB-30 REQUIREMENTS SUMMARY**  
**BY FUND, ORGANIZATIONAL UNIT OR PROGRAM**  
**GENERAL FUND**  
**Port of Brooking Harbor**

	Historical Data			REQUIREMENTS FOR: <u>DREDGING OTHER PORTS</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					
1	-	-	-	PERSONNEL SERVICES	-	-	1
2	-	-	-	1 5020 Hourly / Operations Staff	-	-	2
3	-	-	-	2 5030 Overtime	-	-	3
4				3 5040 Benefits			4
5				4			5
6				5			6
7				6			7
8				7			8
9				8			9
10			0.00	9 TOTAL PERSONNEL SERVICES			10
			0.00	10 TOTAL FULL-TIME EQUIVALENT (FTE)	0.00	0.00	
				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



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

**FORM**  
**LB-30**

	Historical Data			Adopted Budget This Year 18 / 19	REQUIREMENTS FOR: <b>FUEL DOCK</b>	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	7,496	7,854	13,266	1	20,383	-	-	1
2	1,015	676	596	2	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	21,080	-	-	9
10	.25	.25	0.50	10	0.50	0.50	1.00	10
11	9,343	7,211	6,995	11	25,392			11
12	369,833	408,885	373,543	12	492,132			12
13	4,703	5,535	6,075	13	5,011			13
14		164	100	14	305			14
15	4,342	3,341	3,664	15	5,680			15
16	2,532	1,293	1,270	16	1,281			16
17	4,920	450	1,200	17	3,545			17
18	395,673	426,879	392,847	18	533,347	-	-	18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25	-	-	-	25	-	-	-	25
26				26				26
27				27				27
28				28				28
29	404,185	435,409	406,709	29	554,428	-	-	29

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

**FORM**  
**LB-30**

	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					
1	3,605	12,259	-	PERSONNEL SERVICES	-	-	1
2	2,704	2,223	-	1 5010 Wages & Salaries	-	-	2
3	512	-	-	2 5030 Overtime	-	-	3
4				3 5040 Benefits			4
5				4			5
6				5			6
7				6			7
8				7			8
9	6,821	14,482	-	8			9
10	.20	1.68		9 TOTAL PERSONNEL SERVICES	-	-	10
				10 TOTAL FULL-TIME EQUIVALENT (FTE)			
				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

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

**FORM LB-30**

Line Item	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					
1	1,545	310	1,152	PERSONNEL SERVICES	1,479	-	1
2	357	230	43	1 5020 Hourly / Operations Staff	59	-	2
3			-	2 5030 Overtime			3
4							4
5							5
6							6
7							7
8							8
9	1,902	540	1,195	9 TOTAL PERSONNEL SERVICES	1,538	-	9
10	.15	.15	0.10	10 TOTAL FULL-TIME EQUIVALENT (FTE) MATERIALS AND SERVICES	0.05	0.01	0.10
11			-				11
12	515	3,000	1,000	12 6100 Repairs and Maintenance	1,500	-	12
13	4,265	1,524	1,531	13 6200 Utilities	1,469	-	13
14			-				14
15	222		-				15
16	370		-				16
17			-				17
18	26,333		-	18 6550 Special Events - Other Expenses			18
19			-				19
20			-				20
21			-				21
22			-				22
23	31,706	4,524	2,531	23 TOTAL MATERIALS AND SERVICES CAPITAL OUTLAY	2,969	-	23
24							24
25							25
26							26
27			-	27 TOTAL CAPITAL OUTLAY			27
28				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS			28
29							29
30	33,608	5,064	3,725	30 TOTAL ORG./PROG. REQUIREMENTS	4,507	-	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					
1				PERSONNEL SERVICES NOT ALLOCATED			1
2							2
3	-	-	-	3 TOTAL PERSONNEL SERVICES	-	-	3
4				4 TOTAL FULL-TIME EQUIVALENT (FTE) MATERIALS AND SERVICES NOT ALLOCATED			4
5							5
6							6
7	-	-	-	7 TOTAL MATERIALS AND SERVICES CAPITAL OUTLAY NOT ALLOCATED	-	-	7
8							8
9							9
10	-	-	-	10 TOTAL CAPITAL OUTLAY DEBT SERVICE	-	-	10
11							11
12							12
13							13
14	-	-	-	14 TOTAL DEBT SERVICE SPECIAL PAYMENTS	-	-	14
15							15
16							16
17	-	-	-	17 TOTAL SPECIAL PAYMENTS INTERFUND TRANSFERS	-	-	17
18	177,152	193,767	130,120	18 Transfer to Bond Debt Service Fund	130,120	-	18
19	388,028	387,584	471,549	19 Transfer to Debt Service Fund	363,748	-	19
20	136,430	268,050	40,000	20 Transfer to Capital Project Fund			20
21	-	11,000	25,000	21 Transfer to Reserve Fund	125,000		21
22	701,610	860,401	666,669	22 TOTAL INTERFUND TRANSFERS	618,868	-	22
23			127,773	23 OPERATING CONTINGENCY	10,149		23
24	701,610	860,401	794,442	24 TOTAL REQUIREMENTS NOT ALLOCATED	629,017	-	24
25	1,904,467	1,842,110	1,948,609	25 TOTAL ORG./PROG. REQUIREMENTS	2,388,483	-	25
26			-	26 RESERVED FOR FUTURE EXPENDITURE	-	-	26
27	95,426	167,030		27 Ending balance (prior years)			27
28	2,701,503	2,869,541	65,000	28 UNAPPROPRIATED ENDING FUND BALANCE	40,000	-	28
29			2,808,051	29 TOTAL REQUIREMENTS	3,057,500	859,442	29

**BOND DEBT SERVICE FUND  
RESOURCES AND REQUIREMENTS**

Bond Debt Payments are for:

- Revenue Bonds or  
 General Obligation Bonds

**FORM  
LB-35**

**BOND DEBT SERVICE FUND - USDA**

**Port of Brookings Harbor**

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

**FORM  
LB-35**

Debt Service Fund  
(Fund)

Historical Data		Adopted Budget This Year 18 / 19		DESCRIPTION OF RESOURCES AND REQUIREMENTS	Proposed By Budget Officer	Approved By Budget Committee	Adopted by Governing Body
1	6,058	13,689	23,602	<b>Resources</b>	23,602		
2			-	1 Beginning Cash on Hand (Cash Basis), or			1
3		507	-	2 Working Capital (Accrual Basis)			2
4	1,162,051		-	3 Interest	600		3
5	388,028	387,584	521,549	4 Grant Proceeds AGREEMENT #28289 - Loan L12001/Tsunami ODOT			4
6	1,556,137	401,780	545,151	5 Transferred IN from General Fund	363,748		5
7				6 Total Resources, Except Taxes to be Levied			6
8				7			7
9	1,556,137	401,780	545,151	<b>TOTAL RESOURCES</b>	387,950		9
				<b>Requirements</b>			
				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		11
12				12 Umpqua			12
13	25,792	47,116	12,062	13 Genie 2018 Forklift	12,803		13
14	340,372	40,375	42,788	14 50BFMI Travelift Lease	45,202		14
15		248,989	395,369	15 IFA Loans	290,000		15
16		20,053		16 2018 Ford F150 Truck			16
17	1,529,079	357,377	451,083	17 Total Principal	348,869		17
				Interest Payments			
				Issue Date			
				Budgeted Payment Date			
18				18			18
19	113			19 Umpqua			19
20		2,970	5,515	20 Genie 2018 Forklift	4,773		20
21	10,967	15,533	13,120	21 50BFMI Travelift Lease	10,706		21
22	2,289	1,831	1,831	22 IFA Loans			22
23				23 2018 Ford F150 Truck			23
24	13,368	20,334	20,466	24 Total Interest	15,479		24
				Unappropriated Balance for Following Year By			
				Issue Date			
				Payment Date			
25				25			25
26				26			26
27				27 Interfund loan repayment			27
28			23,602	28 Total Unappropriated Ending Fund Balance	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	401,780	545,151	<b>TOTAL REQUIREMENTS</b>	387,950	0	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)

Line Item	Historical Data			Adopted Budget This Year 18 / 19	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2019-20			
	Actual	First Preceding Year 17 / 18	Second Preceding Year 16 / 17			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1	33,403	60,941	5,000	5,000	1 Working Capital (accrual basis)	25,000			1
2		350			2 Interest				2
3	136,430	268,050	40,000	40,000	3 Transferred IN from General Funds				3
4	4,785	4,785	4,785	4,785	4 MAP Grant				4
5	-		-	-	5 8074 FEMA Revenues				5
6		270,613	-	-	6 OSMB Boarding Dock Agreement #1587				6
7			300,000	300,000	7 8125 NHMP Fuel Dock				7
8	-		406,758	406,758	8 8240 NHMP Basin 1 Piling Project				8
9			-	-	9 8127 NHMP Boardwalk North Deck Project				9
10			1,069,200	1,069,200	10 Commercial Receiving Docks				10
11			600,000	600,000	11 Brookings Harbor Dock Fund - State Lottery Funds				11
12	234,833		-	-	12 7311 FEMA PW29 Ice House Dredging				12
13	-		-	-	13 7250 Strategic Business Plan				13
14	687,289		41,578	41,578	14 8300 IFA Bridge Loan L16010 - Dock Renovation				14
15	1,096,740	604,739	2,467,321	2,467,321	<b>15 TOTAL RESOURCES</b>	25,000	-		15
16			-	-	<b>REQUIREMENTS</b>				16
17	4,785	205	4,785	4,785	16 Capital Outlay				16
18			-	-	17 MAP Grant				17
19	107	401,586	-	-	18 6700 FEMA Expenses				18
20	6,137		400,000	400,000	19 OSMB Boarding Dock Agreement #1587				19
21	9,060	33,527	542,344	542,344	20 8125 NHMP Fuel Dock				20
22	1,620		-	-	21 8240 PW319 Basin 1 Piling Project				21
23			1,425,600	1,425,600	22 8127 NHMP Boardwalk North Deck Project				22
24	9,060		-	-	23 Commercial Receiving Docks				23
25		1,036	-	-	24 6730 Grant Expenses				24
26	232,440		-	-	25 Forced Labor Expenses				25
27	687,289		-	-	26 8120 FEMA PW29 Ice House Dredging				26
28	-		-	-	27 8300 IFA Bridge Loan L16010 - Dock Renovation				27
29	-		15,000	15,000	28 7250 Strategic Business Plan				28
30	24,360	149,863	24,807	24,807	29 8010 Consultants, Professional Fees				29
31	60,941	3,897			30 Interfund Transfer to General Funds				30
32			54,785	54,785	31 Ending balance (prior years)	25,000			31
33	1,035,799	590,114	2,467,321	2,467,321	<b>32 RESERVED FOR FUTURE EXPENDITURE</b>				32
					<b>33 TOTAL REQUIREMENTS</b>	25,000	-		33



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

**FORM**  
**LB-30**

	Historical Data		Adopted Budget This Year 18 / 19	REQUIREMENTS DESCRIPTION	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	-	-		PERSONNEL SERVICES				1
2	17,149			1 5018 Hourly / Port Office Staff				2
3	3,000			2 5024 Hourly / Operations Staff				3
4	1,879			3 5030 Overtime				4
5				4 5040 Costs & Benefits				5
6				5				6
7				6				7
8				7				8
9	22,029	-	-	9 TOTAL PERSONNEL SERVICES				9
10	0.5	0.5	0.5	10 TOTAL FULL-TIME EQUIVALENT (FTE)				10
11	19,589			MATERIALS AND SERVICES				11
12				11 6000 Materials & Services (Equipment)				12
13				12 6250 Waste Management				13
14				13 6900 Professional Fees				14
15				14				15
16	19,589	-	-	16 TOTAL MATERIALS AND SERVICES				16
17				CAPITAL OUTLAY NOT ALLOCATED				17
18				17				18
19	41,617	-	-	19 TOTAL REQUIREMENTS CAPITAL OUTLAY				19
20				SPECIAL PAYMENTS				20
21				20				21
22	-	-	-	22 TOTAL SPECIAL PAYMENTS				22
23				INTERFUND TRANSFERS				23
24				23 Transfer to Debt Service Fund				24
25				24				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.

Port of Brookings Harbor

**RESERVE 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					
1			11,075	1 Cash on hand* (cash basis) or	24,390	-	1
2			-	2 Working Capital (accrual basis)		-	2
3		98	-	3 Previously levied taxes estimated to be received		-	3
4		11,000	-	4 Earnings from temporary investments		-	4
5			25,000	5 Transferred IN from General Fund	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	-	11
12				12 Taxes estimated to be received			12
13				13 Taxes collected in year levied			13
14	-	11,098	36,075	<b>14 TOTAL RESOURCES</b>	149,390	-	14
				<b>REQUIREMENTS</b>			
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		25
26		11,098	36,075	<b>26 RESERVED FOR FUTURE EXPENDITURE</b>	125,000	-	26
27	-	11,098	36,075	<b>27 TOTAL REQUIREMENTS</b>	149,390	-	27

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

	Historical Data			Adopted Budget This Year Year 18 / 19	REQUIREMENTS DESCRIPTION	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							
					<b>PERSONNEL SERVICES-Wages &amp; salaries</b>				
1	49,042	98,300	100,000	1	5012 Salary Port Manager	84,018		-	1
2	118,928	94,970	114,385	2	5018 Hourly / Port Office Staff, (4.75) Employees	153,838		-	2
3	40,297	40,297	37,951	3	5024 Hourly / RV Office Staff, (1.25) Employee	46,585		-	3
4	136,174	123,087	178,273	4	5020 Hourly / Operations Staff, (5.4) Employees	248,578		-	4
5	24,327	16,520	7,595	5	5030 Overtime	10,828		-	5
6	125,667	126,695	127,375	6	5040 Costs & Benefits	157,710		-	6
8	6,730	22,395	8,101	8	5075 Workers Comp	14,205		-	8
9	53,941	58,838	65,511	9	5080 Health Care & Dental	85,964		-	9
10				10				-	10
11				11				-	11
12	555,105	581,102	639,191	12	<b>TOTAL WAGES &amp; SALARIES</b>	801,726		-	12
13	14.00	9.50	9.50	13	<b>TOTAL FULL-TIME EQUIVALENT (FTE)</b>	11.40	11.00	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
<b>Tidewinds</b>						
	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
<b>M2 Lease</b>						
<b>50BFMI Travelift Lease</b>					215,118	
	7/22/2019	3,673	986	4,659		
	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		
<b>M2 Travelift Lease Sub Total</b>		<b>45,202</b>	<b>10,706</b>	<b>55,908</b>		<b>169,916</b>

**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
<b>Umpqua Bank Loan#747041620</b>						
<b>2018 Genie Reach Forklift</b>					84,050	
	7/15/2019	1,044	420	1,465		
	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		
<b>Loan for Forklift Sub Total</b>		<b>12,803</b>	<b>4,773</b>	<b>17,577</b>		<b>71,246</b>
<b>IFA Business Oregon</b>						
<b>3rd Quarter</b>	9/30/2019	72,500	-	72,500	1,951,937	
<b>4th Quarter</b>	12/31/2019	72,500	-	72,500		
<b>1st Quarter</b>	3/31/2020	72,500	-	72,500		
<b>2nd Quarter</b>	6/30/2020	72,500	-	72,500		
<b>IFA Sub Total</b>		<b>290,000</b>	<b>-</b>	<b>290,000</b>		<b>1,661,937</b>
<b>TOTAL DEBT SERVICE</b>		<b>348,869</b>	<b>15,479.47</b>	<b>364,349</b>	<b>2,266,296</b>	<b>1,917,427</b>
<b>USDA Revenue Bond</b>	11/6/2019	72,487	57,633	130,120	1,222,072	1,149,585
<b>Totals</b>		<b>421,356</b>	<b>73,112</b>	<b>494,469</b>	<b>3,488,368</b>	<b>3,067,012</b>

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

Historical Data				REQUIREMENTS DESCRIPTION										Budget For Next Year 2018-19		
Second Preceding Year 15 / 16	First Preceding Year 16 / 17	Adopted Budget This 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				
-	-	1,000	-	1 Computers (5)	12,567	-	12,567	-	-							
-	-	1,000	-	2 Office Equipment & Furniture (10)	220,215	-	220,215	-	-							
-	-	1,000	-	3 Eq# 3707 Ride-on Lawn Mower (10)	7,598	760	4,813	2,785	3	2,450						
-	-	1,000	-	4 Booster Pump for Dredging (10)	84,400	8,400	30,243	54,157	5	2,450						
-	-	1,000	-	5 Eq# 3701 5-Ton Forklift (10)	25,422	2,542	8,282	17,160	6	2,450						
-	-	1,000	-	6 Eq# 4605 50-Ton Travel Lift (25)	324,000	9,960	9,960	314,040	25	2,450						
-	-	1,000	-	7 Eq# 1108 Ford 3/4 Ton Truck (8)	25,000	2,500	-	25,000	8	2,450						
-	-	1,000	-	8 Eq# 1102 Chevy Truck w/Lift Gate (8)	25,000	-	25,000	-	-							
-	-	1,000	-	9 Pump Out Station- Sani-Sailors 1 (10)	29,943	2,994	8,983	20,960	6	2,450						
-	-	1,000	-	10 Pump Out Station- Sani-Sailors 2 (10)	29,943	2,994	8,983	20,960	6	2,450						
-	-	1,000	-	11 Boat Launch Pay Station (10)	15,056	1,506	1,757	13,299	8	2,450						
-	-	1,000	-	12 Basin 1 Docks (40)	1,770,000	44,250	781,750	988,250	24	2,450						
-	-	1,000	-	13 Basin 2 Docks Rebuild (40)	258,500	6,463	121,522	136,978	23	2,450						
-	-	1,000	-	14 Basin 2 Docks (40)	402,000	-	402,000	-	-							
-	-	1,000	-	15 Boardwalk - Wood (40)	400,000	10,000	250,000	150,000	15	2,450						
-	-	1,000	-	16 Boardwalk - Wood (40)	700,000	17,500	385,000	315,000	18	2,500						
-	-	1,000	-	17 Boardwalk - Wood (40)	357,000	8,925	178,500	178,500	20	2,450						
-	-	1,000	-	18 Fuel Dock (40)	400,000	10,000	150,000	250,000	25	2,450						
-	-	1,000	-	19 Public Fishing Pier (40)	500,000	12,500	175,000	325,000	26	2,450						
-	-	1,000	-	20 Eureka Dock - BC Fisheries (40)	400,000	10,000	140,000	260,000	26	2,450						
-	-	1,000	-	21 Boardwalk - Concrete (40)	859,619	21,490	107,452	752,167	34	2,450						
-	-	1,000	-	22 Receiving Dock - Seawall (40)	1,951,481	54,208	216,631	1,734,850	35	2,450						
-	-	1,000	-	23 Gangway - Crab Dock (40)	36,126	903	2,784	33,342	36	2,450						
-	-	1,000	-	24 Basin 2 Sport & Commercial Docks (40)	2,889,325	72,233	276,893	2,612,432	36	2,450						
-	-	1,000	-	25 Basin 1 Docks (40)	535,077	14,795	56,713	478,364	36	2,450						
-	-	1,000	-	26 Seawall Improvements - Slope Repairs (40)	26,597	655	1,441	25,156	37	2,450						
-	-	1,000	-	27 Fishermen's Dock Improvements	51,013	1,275	2,657	48,356	37	2,450						
-	-	1,000	-	28 Restaurant Building - Zola's (40)	100,000	-	100,000	-	-							
-	-	1,000	-	29 Restaurant - Retail (40)	120,000	-	120,000	-	-	2,450						
-	-	1,000	-	30 Restroom - RV Park (40)	70,350	-	70,350	-	-	2,450						
-	-	1,000	-	31 Restroom - Kite Field (40)	13,755	344	13,071	684	1	2,450						
-	-	1,000	-	32 Restroom - Remodel RV Park (40)	109,491	2,737	69,712	39,779	14	2,450						
-	-	1,000	-	33 Restroom - Commercial Basin (40)	100,000	2,500	60,000	40,000	15	2,450						
-	-	1,000	-	34 Restroom - Boat Launch (40)	120,000	3,000	69,000	51,000	26	2,450						
-	-	1,000	-	35 Restroom - Remodel Commercial Basin (40)	10,594	265	2,914	7,680	29	2,450						
-	-	1,000	-	36 Fish Cleaning Building (40)	48,615	1,215	30,383	18,232	14	2,450						
-	-	1,000	-	37 Laundromat Building - RV Park (40)	65,730	1,634	62,436	3,294	1	2,450						
-	-	1,000	-	38 Commercial Retail Building # 1 (40)	500,000	12,500	262,500	237,500	18	2,450						
-	-	1,000	-	39 Commercial Retail Building # 2 (40)	500,000	12,500	262,500	237,500	18	2,450						
-	-	1,000	-	40 Cold Storage Building (40)	900,000	-	320,000	480,000	24	2,450						
-	-	1,000	-	41 Cold Storage Building Add-on (40)	1,090,543	-	354,427	736,114	27	2,450						
-	-	1,000	-	42 Fish Market Building (40)	207,340	-	15,551	191,789	34	2,450						
-	-	1,000	-	43 Ice House Building (40)	75,000	9,219	65,781	7,219	34	2,450						
-	-	1,000	-	44 Ice House Renovation (40)	202,559	-	22,366	180,193	35	2,450						
-	-	1,000	-	45 Ice House Roof (40)	48,138	-	3,173	42,965	36	2,450						
-	-	1,000	-	46 Commercial Retail Improvements (40)	17,941	449	934	17,007	37	2,450						
-	-	1,000	-	47 Fish Market Rehab (40)	18,383	460	919	17,464	37	2,450						
-	-	1,000	-	48 OSMB Parking Lot (40)	525,819	13,145	13,145	512,674	39	2,450						
-	-	1,000	-	49 RV Park Infrastructure (40)	333,333	8,333	158,280	175,053	30	2,450						
-	-	1,000	-	50 RV Park Renovation (40)	300,000	7,500	112,500	187,500	25	2,450						
-	-	1,000	-	51 RV Park Campground Upgrade (40)	67,039	1,816	1,816	65,223	38	2,450						
-	-	1,000	-	52 RV Park Upgrade (40)	51,049	1,276	1,379	49,670	38	2,450						
-	-	1,000	-	53 Land Net Value	2,537,448	-	-	2,537,448	-							
-	-	1,000	-	54 Dock Renovation - BC Fisheries (40)	1,562,157	-	-	1,562,157	40	2,450						
-	-	1,000	-	55 Eq# 4603 PAH Crane (10)	36,084	3,608	10,956	25,128	6	2,450						
-	-	1,000	-	56 Transient Dock Pedestals (10)	7,980	798	2,727	5,253	6	2,450						
-	-	1,000	-	57 Retail Building - Mainbrace (15)	15,000	1,000	-	15,000	15	2,450						
-	-	51,000	-	58 TOTAL REQUIREMENTS	21,986,228	391,973	5,729,584	16,256,644	58	125,000						