RESOLUTION No. 2022-02

RESOLUTION ADOPTING THE FIRST SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2021-22

BE IT RESOLVED that the Board of Directors of the Port of Brookings Harbor hereby adopts the first supplemental budget for fiscal year 2021-22 in the amount of \$7,410,848. This supplemental budget is now on file at 16330 Lower Harbor Road, Brookings Oregon or on the Port of Brookings Harbor website: https://www.portofbrookingsharbor.com/.

GENERAL FUND

Revised Total Resources \$3,870,000 for revenue adjustments based on actuals July - December 2021 and anticipated resources expected to be received for the remaining fiscal year, for the following; Cash Carryover \$232,000 increase, Program Revenues: Beachfront RV Park \$50,000, Commercial Retail \$24,000 increase, Fuel Dock \$80,000 increase and General Revenues: Assets Sales (\$30,000) decrease, Miscellaneous \$20,220 increase, Grants & Other Funding (\$60,000) decrease. Taxes estimated to be received based on Curry County Tax Summary \$20,000 increase. Revised Total Resources \$3,870,000.

Revised Total Requirements \$3,870,000 for the following: Personnel Services \$20,505 increase for staffing adjustments, Materials and Services \$199,415 increase due to anticipated expenditures for remaining fiscal year and Capital Outlay (\$2,000) decrease due to adjustments in previously planned projects and contractor's quotes. Total Allocated Requirements \$217,920 increase. Total Appropriations \$217,920 increase. Unappropriated Ending Fund Balance \$118,300 increase. Revised Total Requirements \$3,870,000

REVENUE BOND DEBT SERVICE FUND - USDA

No adjustments to Revenue Bond Debt Service Fund. Total Resources \$233,000. Total Requirements \$233,000.

DEBT SERVICE FUND

No adjustments to Debt Service Fund. Total Resources \$451,355. Total Requirements \$451,355.

RV PARK IMPROVEMENT DEBT SERVICE FUND

No adjustments to RV Park Improvement Debt Service Fund. Total Resources \$57,718. Total Requirements \$57,718.

CAPITAL PROJECTS FUND

Revised Total Resources \$1,900,000 for resource adjustments based on actuals: Cash Carryover (\$22,500) decrease and FEMA DR-4432 and DR-4452 (\$162,500) decrease based on the project schedule revision. Revised Total Resources \$1,900,000.

Revised Total Requirements \$1,900,000 for revised schedule for the FEMA DR-4432 and DR-4452 Project (\$162,500) decrease. Revised Total Appropriations \$1,897,500. Revised Total Requirements \$1,900,000.

PORT CONSTRUCTION FUND

No adjustments to Port Construction Fund. Total Resources \$677,000. Total Requirements \$677,000.

RESERVE FUND

No adjustments to Reserve Fund. Total Resources \$221,775. Total Requirements \$221,775.

RESOLUTION MAKING APPROPRIATIONS

General Fund	Existing	Changes	Adjusted
Total Port Operations	2,718,457	217,920	2,936,377
Not Allocated to General Port Operating Fund			
Transfers Out	745,323	-	745,323
Contingency	20,000	<u>-</u>	20,000
Subtotal	765,323	-	765,323
Total Appropriations	3,483,780	217,920	3,701,700
Total Unappropriated and Reserve Amounts	50,000	118,300	168,300
General Fund Total Requirements [3,533,780	336,220	3,870,000
Revenue Bond Debt Service Fund			
Total Appropriations	130,120	-	130,120
Total Unappropriated and Reserve Amounts	102,880	-	102,880
Revenue Bond Debt Service Total Requirements	233,000	_	233,000

Debt Service Fund			
Total Appropriations	423,485	-	423,485
Total Unappropriated and Reserve Amounts	27,870	=	27,870
Debt Service Total Requirements	451,355	_	451,355
RV Park Improvement Debt Service Fund			
Total Appropriations	57,718	-	57,718
Total Unappropriated and Reserve Amounts		<u>-</u>	
RV Park Improv. Debt Service Total Requirements	57,718	_	57,718
Capital Projects Fund			
Capital Outlay		-	
Total Appropriations	2,060,000	(162,500)	1,897,500
Total Unappropriated and Reserve Amounts	2,500	-	2,500
Capital Projects Total Requirements	2,062,500	(162,500)	1,900,000
Port Construction Fund			
Capital Outlay			
Total Appropriations	677,000	-	677,000
Total Unappropriated and Reserve Amounts	-	-	
Port Construction Fund Total Requirements	677,000	-	677,000
Reserve Fund			
Capital Outlay			
Total Appropriations	-	-	
Total Unappropriated and Reserve Amounts	221,775		221,775
Reserve Fund Total Requirements	221,775	-	221,775
Total APPROPRIATIONS, All Funds	6,832,103	55,420	6,887,523

405,025

7,237,128

The above resolution statements were approved and declared adopted on April 20, 2022.

All Funds

ATTEST:

Sharon Hartung, Treasurer/Secretary

523,325

7,410,848

118,300

173,720

Richard Heap, President

TOTAL ADOPTED BUDGET.....

Total Unappropriated and Reserve Amounts,



Port of Brookings Harbor First Supplemental Budget FY 2021-22

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Resources and Requirements

GENERAL FUND

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	Resources	1
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	Resources and Requirements	5
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	Resources and Requirements	6
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8

RESOURCES GENERAL FUND

Port of Brookings Harbor

		Historical Data		Г		Bu	dget for Next Year 2021-	22
F	Acti Second Preceding	First Preceding	Adopted Budget This Year		RESOURCE DESCRIPTION	Adopted By Governing Body JUN 2021	First Supplemental Budget	
$\vdash \downarrow$	Year 2018/19	Year 2019/20	Year 2020/21	_		Resolution No. 2021-06	Resolution No. 2022-02	
H				\vdash				
1	167,030	280,776		-	Cash Carryover	300,000	532,000	1
2	6,767	9,752	9,500	2	Previously levied taxes estimated to be received	9,000	9,000	2
3	6,211	2,904	3,570	3	Interest	2,000	2,000	3
4	656,985	220,427	-	4	Interfund Transfer from Capital Projects			4
5			-	5	OTHER RESOURCES			5
6	723,837	714,734	640,000	6	Administration/Marina/Moorage & Storage	735,000	735,000	6
7	594,985	594,084	571,000	7	Beachfront RV Park	750,000	800,000	7
8	85,856	113,898	70,000	8	Boatyard			8
9	504,262	514,366	515,000	9	Commercial Retail	566,280	590,280	9
10	621,242	780,640	630,000	10	Fuel Dock	770,000	850,000	10
11	7,629	5,634		11	Land Use Events			11
12				12				12
13			•	13				13
14	51,908	5,742	6,000	14	Asset Sales	50,000	20,000	14
15	25,216	31,035	29,652	15	Miscellaneous (Credits, Refunds, Collections & etc)	31,500	51,720	15
16			700,000	16	Long Term Debt Borrowings			16_
17			100,000	17	Grants & Other Funding	80,000	20,000	17
18				18				18
19			-	19				19
20			_	20				20
21				21				21
22				22				22
23	3,451,928	3,273,992	3,593,722	23	Total resources, except taxes to be levied	3,293,780	3,610,000	23
24			245,000	24	Taxes estimated to be received	240,000	260,000	24
25	229,043	235,948		_	Taxes collected in year levied			25
26	3,680,971	3,509,940	3,838,722	26	TOTAL RESOURCES	3,533,780	3,870,000	- 26

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REQUIREMENTS SUMMARY BY FUND, ORGANIZATIONAL UNIT OR PROGRAM GENERAL FUND

Port of Brookings Harbor

		Historical Data					dest for Nova Veer 2004 2	2	
	Actu		Adopted Budget		DECLUDEMENT TOTAL O		dget for Next Year 2021-2	2	
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21		REQUIREMENT TOTALS	Adopted By Governing Body JUN 2021 Resolution No. 2021-06	First Supplemental Budget Resolution No. 2022-02		
					PERSONNEL SERVICES				
1	45,436	78,755	84,500	1	Salary Port Manager	88,470			1
				Ė					
2	126,196	123,472	116,465	2	Hourly / Port Office Staff	132,000	219,270	-	2
3	38,356	28,653	48,194	3	Hourly / RV Park Office Staff	54,120	60,000		3
4	131,145	232,707	256,620	4	Hourly / Operations Staff	262,460	250,000	_	4
5	8,602	7,377	10,000	5	Overtime	7,255	7,255		5
6	122,339	154,405	141,785	6	Costs & Benefits	153,680	165,775		6
7	3,748	16,908	18,920	7	Workers Comp	11,810	15,000		7
8	64,768	82,135	81,855	8	Health Care & Dental	86,500	99,500		8
9	540,590	724,412	758,339	9	TOTAL PERSONNEL SERVICES	796,295	816,800		9
10	9	9	10.5	_	TOTAL FULL-TIME EQUIVALENT (FTE)	12.75	13.00	0.00	10
				- 10	MATERIALS AND SERVICES				
11	14,038	7,997	14,105	11	Advertising & Notifications	8,680	8,680		11
	7.1,000	.,,		-					
12	305,244	533,431	342,586	12	Repairs and Maintenance	452,797	436.155		12
13	530,615	689,074	580.000	_	Fuel Purchased for resale	725,000	805,000		13
14	268,928	279,335	319.483		Utilities	279,173	292,964	F 1.1	14
15	63,526	44,221	61,011		Office Expense	52,827	60,000		15
16	32,419	41,401	34,818		Bank Services & Finance Fees	40,482	60,482		16
17	2,690	9,535			Travel & Training	4,486	7,500		17
18	35,020	10,757	10,162 12,085	_		13,000	37,000		18
19	93,503	96,009	86,996	19		95,292	120,530		19
20	105,803	97,961	97,463	20		95,425	138,266		20
21	1,451,786	1,809,721	1,558,709	21	TOTAL MATERIALS AND SERVICES CAPITAL OUTLAY	1,767,162	1,966,577		21
					CAPITAL OUTEAY				
22	500			22	Land Improvements	15,000	73,000		22
	500						70,000		
23				23	_ · _ ·	50,000	-		23
23				23	Fire Hydrants elimating this line	15,000	00.000		23
24		29,724	49,000	24	-/-'-	90,000	80,000		25
25 26			6,000	25		40,000			26
26			6,000	26		50,000			27
2+				21	Electrical Blug, at Transient Dock Area enmatting this line	30,000			Er
25	500	29,724	55,000	25	TOTAL CAPITAL OUTLAY	155,000	153,000	-	25
26	1,992,876	2,563,857	2,372,048	26	TOTAL ALLOCATED REQUIREMENTS	2,718,457	2,936,377		26
				RE	QUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
27				27	GENERAL FUND per Department Totals				27
28	1,023,767	1,382,513	1,327,008	28	Administration/Marina/Moorage & Storage	1,638,807	1,684,247		28
29	220,421	174,171	204,660	29	Beachfront RV Park	206,000	253,880		29
30	55,284	66,595	84,428	30	Boat Yard				30
31	101,214	226,806	132,218	31	Commercial Retail	121,160	145,160		31
32	606,099	712,127	632,114	32	Fuel Dock	752,490	853,090		32
33	2,328	1,645	2,620	33	Property Ground/Events				33
34	2,009,113	2,563,857	2,383,048	34	TOTAL ALLOCATED REQUIREMENTS	2,718,457	2,936,377		34

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REQUIREMENTS SUMMARY NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

GENERAL FUND

		Historical Data				Rud	get for Next Year 202	1-22
[Actu		Adopted Budget	1			gerioi Next Teal 202	1-22
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21	REQ	UIREMENTS DESCRIPTION	Adopted By Governing Body JUN 2021 Resolution No. 2021-06	First Supplemental Budget Resolution No. 2022-02	
Ш				PERS	ONNEL 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
14	_		-	14	TOTAL SPECIAL PAYMENTS	-	-	14
П					INTERFUND TRANSFERS			
15	167,313	130,120	130,120	15	Transfer to Bond Debt Service Fund	130,120	130,120	15
16	468,051	383,464	368,283	16	Transfer to Debt Service Fund	423,485	423,485	16
			52,908		Transfer to RV Park Improvement Debt Service Fu	57,718	57,718	
17	734,245	62,609	75,000	17	Transfer to Capital Projects Fund	_		17
18			684,000	18	Transfer to Port Construction Fund	100,000	100,000	18
19	21,473	126,200	24,000	19	Transfer to Reserve Fund	34,000	34,000	19
20	1,391,082	702,393	1,334,311	20	TOTAL INTERFUND TRANSFERS	745,323	745,323	- 20
21			76,363	21	OPERATING CONTINGENCY	20,000	20,000	21
22	1,391,082	702,393	1,410,674	22	TOTAL REQUIREMENTS NOT ALLOCATED	765,323	765,323	22
23	2,009,113	2,563,857	2,383,048	23	TOTAL ORG./PROG. REQUIREMENTS	2,718,457	2,936,377	- 23
24			3,793,722	24	Total Appropriations	3,483,780	3,701,700	- 24
25	280,776	243,690	45,000	25	UNAPPROPRIATED ENDING FUND BALANCE	50,000	168,300	25
26	3,680,971	3,509,940	3,838,722	26	TOTAL REQUIREMENTS	3,533,780	3,870,000	- 26

RESOURCES AND REQUIREMENTS REVENUE BOND DEBT SERVICE FUND - USDA

Bond Debt Payments are 1

✓ Revenue Bonds or

☐ General Obligation Bonds

		Historical Data					Budget	for Next Year 202	1-22	П
	Actu Second Preceding Year 2018/19	Jal First Preceding Year 2019/20	Adopted Budget This Year Year 2020/21	DESCRIPTION OF RESOURCES AND REQUIREMENTS			Adopted By Governing Body JUN 2021	First Supplemental Budget Resolution No. 2022-02		
		11.20.211.002.32			Resou	ırces				
1	98,825	99,898	98,395	1	Cash Carry Over		102,380	102,380		1
2	1,880	1,760	2,000	2	Interest		500	500		2
3	167,313	130,120	130,120	3	Transferred from Ge	neral Fund	130,120	130,120		3
4	268,018	231,778	230,515	4	TOTAL RESOURCE	S	233,000	233,000	-	4
					Require	ements				
					Bond Princip	al Payments				
					Issue Date	Budgeted Payment Date				
5	69,016	72,467	76,112	5	November 6, 2000	November 6, 2021	79,917	79,917		5
6		57,653		6						6
7	69,016	130,120	76,112	7	TOTAL PRINCIPAL		79,917	79,917	-	7
					Bond Interes	st Payments				
					Issue Date	Budgeted Payment Date				
8	61,104		54,008	8	November 6, 2000	November 6, 2021	50,203	50,203		8
9				9						9
10	61,104	-	54,008	10	TOTAL INTEREST		50,203	50,203	-	10
					Unappropriated Balance	e for Following Year By				
					Issue Date	Payment Date				
11	38,000			11	Transfer to Capital F	Projects RES#506				11
12	168,120	130,120	130,120	12	Total Appropriation	าร	130,120	130,120	•	12
13	99,898	101,658	100,395	13	UNAPPROPRIATED I	ENDING FUND BALANCE	102,880	102,880		13
14	268,018	231,778	230,515	14	TOTAL REQUIREM	ENTS	233,000	233,000	-	14

RESOURCES AND REQUIREMENTS

FORM LB-35

Debt Service Fund

☐ Revenue Bonds or

☑ General Obligation Bonds

Port of Brookings Harbor

\Box	Historical Data						Budge	et for Next Year 2021-2	22
1 1	Acti	ıal	Adopted Budget		DESCRIPTION OF RESOURCE	S AND REQUIREMENTS	- Adopted by	First Supplemental	
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21		DESCRIPTION OF RECOUNCE	O AND REGUITEMENTO	Governing Body JUN 2021 Resolution No. 2021- 06	Budget Resolution No. 2022-02	
					Resource	IS			
1	24,069	21,006	23,602	1	Cash Carryover		27,420	27,420	1
2	1,025	1,082	1,500	2	Interest		450	450	2
3	468,051	383,464	368,283	3	Transferred IN from General Fund		423,485	423,485	3
4				4					4
5	493,145	405,552	393,385	5	TOTAL RESOURCES		451,355	451,355	- 5
					Requireme	nts			
					Principal Payn				
					Issue Date	Budgeted Payment Date			
6	864	15,192		6	Tidewinds	Monthly			6
7	12,060	12,802	13,616	7	Genie 2018 Forklift	Monthly on the 15th	14,469	14,469	7
8	42,676	45,079	47,754	8	50 BFMII Travelift Lease	Monthly on the 22nd	50,447	50,447	8
9	344,128	222,122	290,000		IFA Loans	Quarterly	310,000	310,000	9
10			4,800	10	IFA Sale of Assets		40,000	40,000	10
11	399,728	295,195	356,170	11	TOTAL PRINCIPAL		414,916	414,916	- 11
					Interest Payn	nents	_		
					Issue Date	Budgeted Payment Date			
12	5,516	4,775	3,959	_	Genie 2018 Forklift	Monthly on the 15th	3,108	3,108	12
13	13,232	10,829	8,154		50 BFMII Travelift Lease	Monthly on the 22nd	5,461	5,461	13
14	3,663	59	<u>-</u>	_	IFA Loans	Quarterly			14
15			···	15					15
16	22,411	15,663	12,113	16	TOTAL INTEREST		8,569	8,569	- 16
					Unappropriated Balance for Following Year By		4		
					Issue Date Payment Date				
17	50,000				Transfer to Capital Projects RES #506		100 :00	400 100	17
18	472,139	310,858	368,283	18	Total Appropriations		423,485	423,485	- 18
19	21,006	94,694	25,102	19	UNAPPROPRIATED ENDING FUND B	ALANCE	27,870	27,870	19
20	493,145	405,552	393,385	20	TOTAL REQUIREMENTS		451,355	451,355	- 20

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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					Budget	for Next Year 2021-22		
	Act	tual	Adopted Budget		DESCRIPTION OF DESCRIPCES AND	DECLUDEMENTS				1
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21		DESCRIPTION OF RESOURCES AND	REQUIREMENTS	Adopted By Governing Body JUN 2021 Resolution No. 2021-06	First Supplemental Budget Resolution No. 2022-02		
					Resources					
1				1	Cash Carryover		-	-	-	1
2				2	Interest		-	-		2
3			52,908	3	Transferred IN from General Fund		57,718	57,718		3
4				4						4
5	•	•	52,908	5	TOTAL RESOURCES		57,718	57,718	•	5
		_			Requirements					1 1
					Principal Payments	Budgeted Payment Date	_			
					Issue Date				ш	
6				6	July 15, 2020	Monthly on the 15th	38,751	38,751		6
7			34,540	7	RV Park Restroom/Laundry Facility & Upgrade					7
8			34,540	8	TOTAL PRINCIPAL		38,751	38,751	-	8
					Interest Payments		_			
					Issue Date	Budgeted Payment Date				Ш
9				9	July 15, 2020	Monthly on the 15th	18,967	18,967		9
10			18,368	10	RV Park Restroom/Laundry Facility & Upgrade					10
11	<u> </u>	-	18,368	11	TOTAL INTEREST		18,967	18,967	-	11
	-				Unappropriated Balance for Following Year By				ł	
					Issue Date	Payment Date				Ш
12				12						12
13			52,908	13			57,718	57,718		13
14				14	UNAPPROPRIATED ENDING FUND BALANCE				ļ	14
15		•	52,908	15	TOTAL REQUIREMENTS		57,718	57,718		15

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RESOURCES AND REQUIREMENTS

CAPITAL PROJECTS FUND

		Historical Data				Ru	dget for Next Year 2021	-22
	Actua	al	Adopted Budget	1	RESOURCES AND REQUIREMENTS		dget for freat real 2021	-22
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21		NEGOGNOLO AND NEGONEMENTO	Adopted By Governing Body JUN 2021 Resolution No. 2021-06	First Supplemental Budget Resolution No. 2022-02	
					RESOURCES		Y 742-	
1	3,897	10,579	2,500	1	Cash Carryover	62,500	40,000	1
2	6			2	Interest			- 2
3	734,245	62,609	75,000	3	Interfund Transfer from General Funds			3
5	38,000			5	Interfund Transfer from Revenue Bond Fund			5
6	50,000			6	Interfund Transfer from Debt Service Fund			6
8	4,825	4,825		8	OSMB MAP Grant			8
9	3,591			9	OSMB Boarding Dock Agreement #1587			9
10	3,601			10	FEMA PW22 Storm Damage			10
11	619,371	182,173		11	FEMA DR-2458-OR PW319 Basin 1 Piling Project			11
12				12	FEMA-DR-4432-OR-and-DR-4452-OR-DREDGING elimating this line	300,000		42
43				43	FEMA DR-4432-OR-SLOPE REPAIR elimating this line	566,250		43
14				14	FEMA DR-4432-OR and DR-4452-OR Build-Sediment-Enclosure- elimating this line	262,500		44
45				45	FEMA HMGP—RV Park and Boatyard Restoration———elimating this line	371,250		45
16			30,000	46	FEMA-Matching-Funds-elimating this line & combining with FEMA DR-4433-&4452	500,000		46
12			90,000		FEMA DR-4432-OR and DR-4452-OR		1,860,000	12
13	39,244			13	State Lottery Funds - IFA L16010 Dock Renovation	The same of the sa		13
14		14,154	570,000	14	State Lottery Funds - C2019375 Dock Repair & Improvement	PREST DES		14
15	1,496,780	274,340	767,500		TOTAL RESOURCES	2,062,500	1,900,000	- 15
					REQUIREMENTS			
16	3,897	2,499		16	OSMB MAP Grant			16
17	3,296			17	OSMB Boarding Dock Agreement #1587			17
18	766,257			18	FEMA DR-2458 PW319 Basin 1 Piling Project	THE PARKS		18
24				24	FEMA DR-4432-OR and DR-4452-OR-DREDGING elimating this line	400,000		24
25				25	FEMA DR-4432-OR-SLOPE REPAIR elimating this line	755,000		25
26				26	FEMA DR-4432-OR and DR-4452-OR Build Sediment Enclosure- elimating this line	350,000		26
27				27	FEMA HMGP RV Park and Boatyard Restoration elimating this line	350,000		27
28		2,830	120,000	28	FEMA Matching Funds-elimating this line & combining with FEMA DR-4433-&4452	60,000		28
19	39,244			19	State Lottery Funds - IFA L16010 Dock Renovation			19
20	1,232	46,084	645,000	20	State Lottery Funds - C2019375 Dock Repair & Improv		E. IF MY ZON	20
21	14,933			21	FEMA Forced Labor-Expenses FEMA DR-4432-OR and DR-4452-OR	145,000	1,897,500	21
22	357			22	OSMB Grant Forced Labor Expenses			22
23	656,985	220,427		23	Interfund Transfer from Capital Projects (Due to/From)			23
24	1,486,201	271,840	765,000	24	Total Appropriations	2,060,000	1,897,500	- 24
25	10,579	2,500	2,500	25	UNAPPROPRIATED ENDING FUND BALANCE	2,500	2,500	25
26	1,496,780	274,340	767.500	26	TOTAL REQUIREMENTS	2,062,500	1,900,000	- 26

RESOURCES AND REQUIREMENTS

Port Construction Fund

Port of Brookings Harbor

		Historical Data				Budge	21-22		
1	Act	ual	Adopted Budget		RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-22			
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21		NEGOGROEG AND NEGOTIEMENTO	Adopted By Governing Body JUN 2021	First Supplemental Budget Resolution No. 2022-02		
					RESOURCES				
1			-	1	Cash Carryover	575,000	575,000		1
2			5,000	2	Interest	2,000	2,000		2
3			684,000	3	Interfund Transfer from General Funds	100,000	100,000		3
4			•	4					4
5	-	•	689,000	5	TOTAL RESOURCES	677,000	677,000	-	5
					REQUIREMENTS				
6			689,000	6	RV Park Restroom/Laundry Facility & Improvements	677,000	677,000		6
7				7					7
8				8					8
9				9					9
10				10					10
11				11					11
12			689,000	12	Total Appropriations	677,000	677,000	•	12
13					UNAPPROPRIATED ENDING FUND BALANCE		-	-	13
14	-		689,000	14	TOTAL REQUIREMENTS	677,000	677,000	•	14

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RESOURCES AND REQUIREMENTS

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

RESERVE FUND

Port of Brookings Harbor

		Historical Data			DESCRIPTION	Budget fo	r Next Year 2021-22		
İ	Act	ual	Adopted Budget						
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21		RESOURCES AND REQUIREMENTS	Adopted By Governing Body JUN 2021 Resolution No. 2021-06	First Supplemental Budget Resolution No. 2022-02		
					RESOURCES				
1	11,908	33,092	130,000	1	Cash Carryover	186,575	186,575		1
2	521	1,978	3,000	2	Interest	1,200	1,200		2
3	21,473	126,200	24,000	3	Transferred IN from General Fund	24,000	24,000		3
4		·		4	Transferred IN from General Fund (20% Asset Proceeds)	10,000	10,000		4
5				5					5
6				6					6
7	33,902	161,270	157,000	7	TOTAL RESOURCES	221,775	221,775	-	7
					REQUIREMENTS				
8				8	Transferred OUT to General Fund				8
9				9	Transferred OUT to Capital Projects Fund				9
10				10					10
11				11					11
12				12					12
13		-		13					13
14		•	-	14	Total Appropriations	•	•	-	14
15	33,902	161,270	157,000	15	UNAPPROPRIATED ENDING FUND BALANCE	221,775	221,775		15
16	33,902	161,270	157,000	16	TOTAL REQUIREMENTS	221,775	221,775		16

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SCHEDULES

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SCHEDULE A - REQUIREMENTS FOR: General Fund by Department

Administration/Marina	1
Beachfront RV Park	2
Boatyard	3
Commercial Retail	4
Fuel Dock	5
Property Ground Use	6
General Fund Totals	7

Schedule A GENERAL FUND BY DEPARTMENT

Port of Brookings Harbor

REQUIREMENTS FOR: Marina/Administration/Marine Services & Events

		Historical Data				Budget for Next Year 2021-22			
	Actual		Actual Adopted Budget DESCRIPTION		DESCRIPTION				
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21			Adopted By Governing Body JUN 2021 Resolution No. 2021-06	First Supplemental Budget Resolution No. 2022-02		
					PERSONNEL SERVICES				
1	45,436	78,755	84,500	1	Salary Port Manager -1	88,470			1
2	123,446	123,472	116,465	2	Hourly / Port Office Staff - 3.5	132,000	219,270		2
3	79,335	232,635	256,620	3	Hourly / Operations Staff - 5.25	262,460	234,400		3
4	2,750			4	Bonus				4
5	4,670	6,718	9,137	5	Overtime	6,655	6,655		5
6	122,339	154,405	141,785	6	Costs & Benefits	153,680	165,775		6
7	3,748	16,908	18,920	7	Workers Comp	11,810	15,000		7
8	64,768	82,135	81,855	8	Health Care & Dental	86,500	99,500		8
9	446,492	695,028	709,282	9	TOTAL PERSONNEL SERVICES	741,575	740,600		- 9
10	4	4	7.25	10	TOTAL FULL-TIME EQUIVALENT (FTE)	10.25	10.00	11.50	10
					MATERIALS AND SERVICES				
11	12,392	6,587	13,000	11	Advertising & Notifications	7,468	7,468		11
12	171,190	313,309	186,223	12	Repairs and Maintenance	352,792	336,150		12
13	130,659	116,483	133,220	13	Utilities	146,209	160,000		13
14	54,639	41,502	54,462	14	Office Expense	48,260	55,433		14
15	10,069	10,904	7,160	15	Bank Services & Finance Fees	10,708	10,708		15
16	2,691	9,535	10,162	16	Travel & Training	4,486	7,500		16
17	23,316	2,892	8,284	17	Permit, Licenses, Taxes, Misc.	5,134	5,134		17
18	73,583	74,779	68,069	18	Insurance - Property, Liability & Bond	80,016	105,254		18
19	93,736	81,770	82,146	19	Professional Fees	87,159	130,000		19
20	572,275	657,761	562,726	20	TOTAL MATERIALS AND SERVICES	742,232	817,647		- 20
					CAPITAL OUTLAY				
21	500			21	Land Improvements	15,000	46,000		21
22				22	Buildings	50,000			22
23				23	Fire Hydrants elimating this line	15,000			23
23		29,724		23	Equipment & Vehicle/s	90,000	80,000		23
25		,,,	49,000	25	Security-System *elimating this line	40,000			25
26			6,000	26	Boat Launch Kiosk Shelter *elimating this line	Paragraph of the Service	9,549,1 - 01111		26
27				27	Electrical-Bldg. at Transient-Dock-Area *elimating this line	50,000			27
24	5,000	29,724	55,000	24	TOTAL CAPITAL OUTLAY	155,000	126,000		- 24
25	1,023,767	1,382,513	1,327,008	25	TOTAL DEPT. REQUIREMENTS	1,638,807	1,684,247		- 25

Schedule A GENERAL FUND BY DEPARTMENT

Port of Brookings Harbor

REQUIREMENTS FOR: BEACHFRONT RV PARK

		Historical Data				Bu	dget for Next Year 2021-	.22	
	Act	Actual Adopted Burleget		uget for Next Teal 2021-	-22]			
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21		DESCRIPTION	Adopted By Governing Body JUN 2021 Resolution No. 2021-06	First Supplemental Budget Resolution No. 2022-02		
					PERSONNEL SERVICES				1
1	38,356	28,653	48,194	_1	Hourly / RV Park Office Staff - 2	54,120	60,000		1
2	11,620	72		2	Hourly / RV Park Operations Staff				2
3	2,748	659	863	3	Overtime	600	, 600		3
4				4					4
5				5					5
6				6		<u> </u>			6
7	52,724	29,384	49,057	7	TOTAL PERSONNEL SERVICES	54,720	60,600		7
8	1.50	1.5	1.25	8	TOTAL FULL-TIME EQUIVALENT (FTE)	1.25	2		8
					MATERIALS AND SERVICES		,		Ш
9	1,646	1,410	1,105	9	Advertising & Notifications	1,212	1,212		9
10	46,078	32,811	42,802	10	Repairs and Maintenance	38,471	38,471		10
11	70,409	68,380	79,503	11	Utilities	74,685	74,685	<u>-</u> .	11
12	8,553	2,609	6,324	_12	Office Expense	4,567	4,567		12
13	14,411	20,109	17,500	13	Bank Services & Finance Fees	20,874	35,874		13
14	11,625	6,905	2,771	14	Permit, Licenses, Taxes, Misc.	6,666	6,666		14
15	761	1,732	1,066	15	Insurance - Property, Liability & Bond	1,341	1,341		15
16	2,478	10,831	4,532	16	Professional Fees	3,464	3,464		16
17	155,961	144,787	155,603	17	TOTAL MATERIALS AND SERVICES	151,280	166,280	•	17
CAPITAL OUTLAY									
18				18	Land Improvements	_	27,000		18
19				19	Buildings				19
20	•			20	Equipment & Vehicle/s				20
21				21	TOTAL CAPITAL OUTLAY		27,000	•	21
22	208,685	174,171	204,660	22	TOTAL DEPT. REQUIREMENTS	206,000	253,880	•	22

Schedule A GENERAL FUND BY DEPARTMENT REQUIREMENTS FOR: BOATYARD

		Historical Data			Budget for Next Year 2021-22					
	Acti	ual	Adopted Budget		DESCRIPTION	Duug				
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21		DESCRIPTION	Proposed By Budget Officer	Approved By Adopted B Budget Committee Governing B			
					PERSONNEL SERVICES					
1	23,867			1	Hourly / Operations Staff				1	
2	336			2	Overtime				2	
3				3					3	
4				4			THIS PAGE FROM		4	
5				5		MARINE	SERVICES UNDER	JNDER MARINA		
6	24,203			6	TOTAL PERSONNEL SERVICES		-		6	
7	1	1		7	TOTAL FULL-TIME EQUIVALENT (FTE)				7	
					MATERIALS AND SERVICES					
8	13,640	34,120	32,558	8	Repairs and Maintenance				8	
9	7,872	26,337	43,505	9	Utilities				9	
10	9,569	6,138	8,365	10	Insurance - Property, Liability & Bond				10	
11				11	Permit, Licenses, Taxes, Misc.				11	
12				12					12	
13				13					13	
14	31,081	66,595	84,428	14	TOTAL MATERIALS AND SERVICES				14	
					CAPITAL OUTLAY					
15				15					15	
16				16					16	
17	-		•	17	TOTAL CAPITAL OUTLAY	-	-	-	17	
18	55,284	66,595	84,428	18	TOTAL DEPT. REQUIREMENTS				18	

Schedule A GENERAL FUND BY DEPARTMENT

Port of Brookings Harbor

REQUIREMENTS FOR: COMMERCIAL RETAIL

		Historical Data				Bu	dget for Next Year 2021	-22	
	Act		Adopted Budget		DESCRIPTION	Adopted By		-	
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21			Governing Body JUN 2021 Resolution No. 2021-06	First Supplemental Budget Resolution No. 2022-02		
					PERSONNEL SERVICES				
1	5,284			1	Hourly / Operations Staff				1
2	223			2	Overtime				2
3				3					3
4				4					4
5	5,507	•	•	5	TOTAL PERSONNEL SERVICES	-	•		5
6	1	1		6	TOTAL FULL-TIME EQUIVALENT (FTE)				6
					MATERIALS AND SERVICES				
7	24,257	146,747	57,791	7	Repairs and Maintenance	48,164	48,164		7
8	54,247	61,791	56,480	8	Utilities	54,624	54,624		8
9	79	682	1,030	9	Permit, Licenses, Taxes, Misc.	1,200	25,200		9
10	9,590	12,226	8,387	10	Insurance - Property, Liability & Bond	12,370	12,370		10
11	7,534	5,360	8,530	11	Professional Fees	4,802	4,802		11
12				12				_	12
13	95,707	226,806	132,218	13	TOTAL MATERIALS AND SERVICES	121,160	145,160	•	13
					CAPITAL OUTLAY		7 -		
14				14	Land Improvements				14
15				15	Buildings				15
16				16	Equipment & Vehicle/s			-	16
17				17	TOTAL CAPITAL OUTLAY	-			17
18	101,214	226,806	132,218	18	TOTAL DEPT. REQUIREMENTS	121,160	145,160		18

Schedule A GENERAL FUND BY DEPARTMENT REQUIREMENTS FOR: FUEL DOCK

1 1		Historical Data				Budget for Next Year 2021-22			
	Act	ual	Adopted Budget	DESCRIPTION					
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21		DESCRIPTION	Adopted By Governing Body JUN 2021 Resolution No. 2021-06	First Supplemental Budget Resolution No. 2022-02		
					PERSONNEL SERVICES		,		$oldsymbol{ol}}}}}}}}}}}}}}}}}}$
1	10,023			1	Hourly / Operations Staff		15,600		1
2	626			2	Overtime				2
3				3					3
4	10,649		-	4	TOTAL PERSONNEL SERVICES		15,600	-	4
5	0.25	0.5		5	TOTAL FULL-TIME EQUIVALENT (FTE)		0.25		5
					MATERIALS AND SERVICES			r	\perp
6	50,078	6,444	22,212	7	Repairs and Maintenance	13,370	13,370	·	7
7	530,615	689,074	580,000	8	Fuel Purchased for resale	725,000	805,000		8
8	4,429	4,699	5,155	9	Utilities	3,655	3,655		9
9	335	110	225	10	Office Expense				10
10	7,938	10,388	10,158	11	Bank Services & Finance Fees	8,900	13,900		11
11		278		12	Permits, Licenses, Taxes, & Misc.	<u> </u>	-		12
12		1,134	1,109	13	Insurance - Property, Liability & Bond	1,565	1,565		13
13	2,055		2,255	14	Professional Fees				14
14				15					15
15	595,450	712,127	621,114	16	TOTAL MATERIALS AND SERVICES	752,490	837,490	-	16
					CAPITAL OUTLAY	<u> </u>			
16			11,000	17	Land Improvements				17
17	-	•		18	Buildings				18
18				19	Equipment & Vehicle/s				\perp
19			11,000	19	TOTAL CAPITAL OUTLAY				19
20	606,099	712,127	632,114	20	TOTAL DEPT. REQUIREMENTS	752,490	853,090		20

Schedule A GENERAL FUND BY DEPARTMENT

Port of Brookings Harbor

REQUIREMENTS FOR: PROPERTY GROUND USE

		Historical Data		Budget for Next Vee				121 22	
	Act	ual	Adopted Budget	1	DESCRIPTION		Budget for Next Year 2021-22		
	Second Preceding Year 2018/19	First Preceding Year 2019/20	This Year Year 2020/21		DESCRIPTION	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
					PERSONNEL SERVICES				
1	1,017			1	Hourly / Operations Staff				1
2				2	Overtime				2
3				3		ELIMANATING	THIS PAGE FROM	BUDGET, SEE	3
4				4		PROPERTY	GROUND USE UND	DER MARINA	4
5	1,017			5	TOTAL PERSONNEL SERVICES				5
6	0.10	0.10		6	TOTAL FULL-TIME EQUIVALENT (FTE)				6
					MATERIALS AND SERVICES				
7	3,000		1,000	7	Repairs and Maintenance				7
8	1,665	1,645	1,620	8	Utilities				8
9				9			the sales of the latest	WEELEN FURTHER	9
10				10					10
11				11					11
12				12					12
13	4,665	1,645	2,620	13	TOTAL MATERIALS AND SERVICES		-	-	13
					CAPITAL OUTLAY				
14				14	Golf Carts				14
15				15	2018 Genie Forklift				15
16	-			16	2018 Ford F150 Truck			-	16
17	-			17	Vehicle/s				17
18				18	Security System				18
19	-			19	TOTAL CAPITAL OUTLAY		Kamunida II		19
20	5,682	1,645	2,620	20	TOTAL DEPT. REQUIREMENTS				20

REQUIREMENTS SUMMARY BY FUND, ORGANIZATIONAL UNIT OR PROGRAM

GENERAL FUND DEPARTMENT TOTALS

	Historical Data					Budget for Next Year 2021-22			
-	Actua	al	Adopted Budget			Adopted By First Supplemental Budget			
	Second Preceding Year 2018/19				REQUIREMENT TOTALS	Governing Body JUN 2021 Resolution No. 2021-06			
					PERSONNEL SERVICES				
1	45,436	78,755	84,500	1	Salary Port Manager -1	88,470		1	
2	126,196	123,472	116,465	2	Hourly / Port Office Staff - 3.5	132,000	219,270	2	
3	38,356	28,653	48,194	3	Hourly / RV Park Office Staff	54,120	60,000	3	
4	131,145	232,707	256,620	4	Hourly / Operations Staff	262,460	250,000	4	
5	8,602	7,377	10,000	5	Overtime	7,255	7,255	5	
6	122,339	154,405	141,785	6	Costs & Benefits	153,680	165,775	6	
7	3,748	16,908	18,920	7	Workers Comp	11,810	15,000	7	
8	64,768	82,135	81,855	8	Health Care & Dental	86,500	99,500	8	
9	540,590	724,412	758,339	9	TOTAL PERSONNEL SERVICES	796,295	816,800	- 9	
10	9	9	9.5	10	TOTAL FULL-TIME EQUIVALENT (FTE)	12.75	13	10	
					MATERIALS AND SERVICES				
11	14,038	7,997	14,105	11	Advertising & Notifications	8,680	8,680	11	
12	305,244	533,431	342,586		Repairs and Maintenance	452,797	436,155	12	
13	530,615	689,074	580,000		Fuel Purchased for resale	725,000	805,000	13	
14	268,928	279,335	319,483		Utilities	279,173	292,964	14	
15	63,526	44,221	61,011	_	Office Expense	52,827	60,000	15	
16	32,419	41,401	34,818		Bank Services & Finance Fees	40,482	60,482	16	
17	2,690	9,535	10,162		Travel & Training	4,486	7,500	17	
18	35,020	10,757	12,085		Permit, Licenses, Taxes, Misc.	13,000	37,000	18	
19	93,503	96,009	86,996	_	Insurance - Property, Liability & Bond	95,292	120,530	19	
20	105,803	97,961	97,463		Professional Fees	95,425	138,266	20	
21	1,451,786	1,809,721		_	TOTAL MATERIALS AND SERVICES	1,767,162	1,966,577	- 21	
	1,401,700	1,000,721	1,550,705	-	CAPITAL OUTLAY	1,707,102	1,500,511	- 21	
22	16,737			22	Land Improvements	15,000	73,000	22	
23	10,101				Buildings	50,000	70,000	23	
24				24	Fire Hydrants *elimating this line	15.000		24	
24		29,724			Equipment & Vehicle/s	90,000	80,000	24	
26		20,124	49.000	26	Security System *elimating this line	40,000	00,000	26	
27			6,000		Boat Launch Kiosk-Shelter *elimating this line	40,000		27	
28				28	Electrical Bldg. at Transient Dock Area *elimating this line	50,000		28	
25	16,737	29,724	55,000		TOTAL CAPITAL OUTLAY	155,000	153,000	- 25	
26	2,009,113	2,563,857	2,372,048	-	TOTAL ALLOCATED REQUIREMENTS	2,718,457	2,936,377	- 26	
-	2,000,110	2,000,001	2,0.2,0.0	_	QUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS	2,7,76,167	2,000,011		
27					GENERAL FUND per Department Totals			27	
28	1,023,767	1,382,513	1,327,008		Administration/Marina/Moorage & Storage	1,638,807	1,684,247	28	
29	220,421	174,171	204,660		Beachfront RV Park	206,000	253,880	29	
30	55,284	66,595	84,428		Boat Yard	230,000	200,000	30	
31	101,214	226,806	132,218		Commercial Retail	121,160	145,160	31	
32	606,099	712,127	632,114		Fuel Dock	752,490	853,090	32	
33	2,328	1,645	2,620		Property Ground/Events	732,490	653,090	32	
34	2,009,113	2,563,857	2,383,048	_	TOTAL ALLOCATED REQUIREMENTS	2,718,457	2,936,377	- 34	