

## FORM LB-20

## RESOURCES

## GENERAL

**Port of Nehalem**  
**Budget for 2021-2022**

Historical Data							
Actual		Adopted					
2nd Preceding Year 2018-19	1st Preceding Year 2019-20	This Year 2020-2021	RESOURCE DESCRIPTION		Proposed by Budget Officer	Approved Budget Cmte.	Adopted by Port Board
				<b>Beginning Fund Balance:</b>			
576,098	757,058	791,883	1	Available cash on hand	1,100,700	1,098,700	1,098,700
17,442	24,264	18,000	2	Interest	7,000	7,000	7,000
<b>593,540</b>	<b>781,322</b>	<b>809,883</b>	3	<b>Total Cash on Hand</b>	<b>1,107,700</b>	<b>1,105,700</b>	<b>1,105,700</b>
			4	<b>OTHER RESOURCES</b>			
66,658	45,862	49,573	5	Timber Sales Revenue	93,106	93,106	93,106
24,414	25,299	24,823	6	Property Leases	25,500	25,500	25,500
2,500		2,500	7	City of Wheeler USGS sed. survey cost share	2,500	2,500	2,500
117,040	100,030	111,030	8	Interfund Transfers	60,000	60,000	60,000
2,842	3,614	3,600	9	ODFW Grant	4,500	4,500	4,500
<b>213,454</b>	<b>174,805</b>	<b>191,526</b>	10	<b>Total of Other Resources</b>	<b>185,606</b>	<b>185,606</b>	<b>185,606</b>
			11	<b>Taxes to be levied:</b>			
140,167	144,783	144,907	12	Taxes estimated to be received	146,100	146,100	146,100
3,210	3,874	3,684	13	Taxes collected in year levied	4,000	4,000	4,000
<b>950,371</b>	<b>1,104,784</b>	<b>1,150,000</b>	14	<b>TOTAL RESOURCES</b>	<b>1,443,406</b>	<b>1,441,406</b>	<b>1,441,406</b>

**REQUIREMENTS SUMMARY**

NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

Expenditure Description

**Port of Nehalem**

Budget For Next Year 2021-22

**FORM LB-30**

Historical Data		
Actual		Adopted
2 <sup>nd</sup> Preceding Year 2018-19	1 <sup>st</sup> Preceding Year 2019-20	This Year 2020-21

**REQUIREMENTS DESCRIPTION**

Proposed by Budget Officer      Approved Budget Cmte.      Adopted by Port Board

			1				
				<b>PERSONNEL SERVICES</b>			
12,677	14,802	18,000	2	Part-time Office Staff	20,000	20,000	20,000
12,739	12,026	25,000	3	Part-time Field Staff (includes Hayes IRA contributions)	25,000	25,000	25,000
<b>25,416</b>	<b>26,828</b>	<b>43,000</b>	4	<b>TOTAL PAYROLL COST FEDERAL &amp; State</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>
2,387	2,687	6,000	5	FICA – SS & Medicare	4,500	4,500	4,500
1,425	1,510	2,500	6	SUTA State Unemployment Tax, WBF, Trans. Tax	2,500	2,500	2,500
		3,000	7	Port's IRA Contributions: IRA Reg. + Incentive	5,000	5,000	5,000
2,224	2,301	2,310	8	Workers Comp	2,310	2,310	2,310
<b>6,036</b>	<b>6,498</b>	<b>13,810</b>	9	<b>Total Payroll Tax Expense</b>	<b>14,310</b>	<b>14,310</b>	<b>14,310</b>
<b>31,452</b>	<b>33,326</b>	<b>56,810</b>	10	<b>TOTAL PERSONNEL SERVICES</b>	<b>59,310</b>	<b>59,310</b>	<b>59,310</b>
			11	<b>Total Full-Time Equivalent (FTE) 1</b>			
			12	<b>MATERIALS AND SERVICES</b>			
0			13	See Attached Detail – LB_31			
<b>44,564</b>	<b>100,300</b>	<b>95,800</b>	14	<b>TOTAL MATERIALS AND SERVICES</b>	<b>96,300</b>	<b>94,300</b>	<b>94,300</b>
			15	<b>CAPITAL OUTLAY</b>			
86	6,000	8,000	16	Field Equipment	8,000	8,000	8,000
2,160	6,000	8,000	17	Office Equipment	8,000	8,000	8,000
<b>2,246</b>	<b>12,000</b>	<b>16,000</b>	18	<b>TOTAL CAPITAL OUTLAY</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>
			19	<b>INTERFUND TRANSFERS</b>			
24,117	9,377	70,000	20	Channel Maintenance Reserve Fund			
10,000	4,366	10,000	21	Property Maintenance Reserve Fund	10,000	10,000	10,000
		40,000	22	Equipment Reserve Fund	25,000	25,000	25,000
29,540		105,000	23	General Operating Contingency Reserve Fund	10,000	10,000	10,000
30,048	31,000	5,900	24	Property Loan Reserve Fund			
<b>93,705</b>	<b>44,743</b>	<b>230,900</b>	25	<b>TOTAL INTERFUND TRANSFERS</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>
			26	<b>OPERATING CONTINGENCY</b>			
717,751	629,088	726,170	27	<b>RESERVED FOR FUTURE EXPENDITURE</b>	1,226,796	1,226,796	1,226,796
	64,291	24,320	28	<b>UNAPPROPRIATED ENDING BALANCE</b>			
<b>889,718</b>	<b>883,748</b>	<b>1,150,000</b>	29	<b>Total Requirements NOT ALLOCATED</b>	<b>1,443,406</b>	<b>1,441,406</b>	<b>1,441,406</b>
			30	Total Requirements for ALL Org.Units/Programs within fund			
			31	Ending balance (prior years)			
<b>889,718</b>	<b>883,748</b>	<b>1,150,000</b>	32	<b>TOTAL REQUIREMENTS</b>	<b>1,443,406</b>	<b>1,441,406</b>	<b>1,441,406</b>

**DETAILED EXPENDITURES**

**GENERAL**

**FORM LB-31a**

**Port of Nehalem**

**Budget For 2021-22**

Historical Data			EXPENDITURE DESCRIPTION	Proposed By Budget Officer	Approved By Budget Cmte.	Adopted By Port Board
Actual	Adopted Budget					
2 <sup>nd</sup> Preceding Year 2018-19	1 <sup>st</sup> Preceding Year 2019-20	This Year 2020-21				
			1	<b>PROFESSIONAL SERVICES</b>		
3,905	3,164	5,200	2	ODFW Cormorant Hazing	5,200	5,200
		4,000	3	Attorney/Legal Expenses	4,000	4,000
6,150	6,150	8,000	4	Auditor and State Filing Fee	8,000	8,000
		4,000	5	Consultants/Contracts	4,000	4,000
		2,500	6	Engineering Fees	2,500	2,500
			7	Memberships	2,000	
<b>10,055</b>	<b>9,314</b>	<b>23,700</b>	8	<b>TOTAL PROFESSIONAL SERVICES</b>	<b>25,700</b>	<b>23,700</b>
			9			
			10	<b>COMMISSIONER EXPENSES</b>		
330	285	1500	11	Education/Training	1,500	1,500
691	641	2,500	12	Reimb. Travel (lodging, mileage, meals, phone)	2,500	2,500
2,496	2,400	3,000	13	Meeting/Per Diem Compensation	3,000	3,000
450	350	3,000	14	Public Relations	3,000	3,000
<b>3,967</b>	<b>3,676</b>	<b>10,000</b>	15	<b>TOTAL COMMISSIONER EXPENSES</b>	<b>10,000</b>	<b>10,000</b>
			16			
			17	<b>RENT/UTILITIES</b>		
155	240	300	18	Office Lease – NCRD Meeting Room	300	300
464	416	500	19	Waterway Lease	500	500
5096	4935	6,000	20	Property Utility Expenses	6000	6,000
<b>5,715</b>	<b>5,591</b>	<b>6,800</b>	21	<b>TOTAL RENTS /UTILITIES</b>	<b>6,800</b>	<b>6,800</b>
<b>19,737</b>	<b>18,581</b>	<b>40,500</b>	22	<b>SUBTOTAL</b>	<b>42,500</b>	<b>40,500</b>

**DETAILED EXPENDITURES**

**GENERAL**

**FORM LB-31b**

**PORT OF NEHALEM**

**Budget For 2021-22**

Historical Data							
Actual	Adopted Budget			EXPENDITURE DESCRIPTION	Proposed by	Approved	Adopted by
2 <sup>nd</sup> Preceding Year 2018-19	1 <sup>st</sup> Preceding Year 2019-20	This Year 2020-21			Budget Officer	Budget Cmte.	Port Board
20,474	19,348	42,500		1 <b>SUBTOTAL FROM LB-31 a</b>	42,500	40,500	40,500
				2			
				3 <b>OFFICE OPERATIONS EXPENSES</b>			
	922	500		4 Election Expenses	1,000	1,000	1,000
2,823	3,395	5,000		5 Insurance Expenses	5,000	5,000	5,000
690	684	1,500		6 Legal Ads	1,500	1,500	1,500
3,584	2,878	3,800		7 Office Supplies & Expenses	3,800	3,800	3,800
737	767	1,500		8 Memberships	1,500	1,500	1,500
<b>7,834</b>	<b>8,646</b>	<b>12,300</b>		9 <b>TOTAL PROFESSIONAL SERVICES</b>	<b>12,800</b>	<b>12,800</b>	<b>12,800</b>
				10			
				11 <b>FIELD OPERATION EXPENSES</b>			
4,254	6,537	10,000		12 Channel Markers & Crab Rock Buoy	10,000	10,000	10,000
211	1,104	3,000		13 Field Tools & Equipment	3,000	3,000	3,000
619	2,955	10,000		14 Tug & Little Boat Expenses	10,000	10,000	10,000
5,941	4,243	12,000		15 Property Maintenance	16,000	16,000	16,000
		4,000		16 Miscellaneous Field Expenses			
				17 Marine Related Matching Grant			
1,179	524	2,000		18 Fuel	2,000	2,000	2,000
<b>12,204</b>	<b>15,363</b>	<b>41,000</b>		19 <b>TOTAL FIELD EXPENSES</b>	<b>41,000</b>	<b>41,000</b>	<b>41,000</b>
				20			
<b>40,512</b>	<b>43,357</b>	<b>95,800</b>		21 <b>TOTAL EXPENDITURES</b>	<b>96,300</b>	<b>94,300</b>	<b>94,300</b>
				22 <b>UNAPPROPRIATED ENDING FUND BALANCE</b>			
<b>40,512</b>	<b>43,357</b>	<b>95,800</b>		23 <b>TOTAL FROM LB-31a and LB-31b</b>	<b>96,300</b>	<b>94,300</b>	<b>94,300</b>

### RESERVE FUND – CHANNEL MAINTENANCE

Fund authorized & established by Resolution/Ordinance 2016-02 on June 22, 2016. Must be renewed or abolished by FY2025-26.

**FORM LB-11cm**

**Port of Nehalem**

**Budget For 2021-22**

Historical Data			DESCRIPTION – RESOURCES & REQUIREMENTS	Proposed by Budget Officer	Approved Budget Cmte.	Adopted by Port Board
Actual	Adopted Budget					
2 <sup>nd</sup> Preceding Year 2018-19	1 <sup>st</sup> Preceding Year 2019-20	This Year 2020-21				
			1	<b>RESOURCES</b>		
			2	<b>Beginning Fund Balance:</b>		
691,326	803,326	913,981	3	Cash on hand	970,379	970,379
		10,000	4	Earnings from temporary investments		
110,000	110,000	70,000	5	Transferred from other funds		
<b>801,326</b>	<b>913,326</b>	<b>993,981</b>	6	<b>Total Resources, except taxes to be levied</b>	<b>970,379</b>	<b>970,379</b>
			7			
<b>801,326</b>	<b>913,326</b>	<b>993,981</b>	8	<b>TOTAL RESOURCES</b>	<b>970,379</b>	<b>970,379</b>
			9	<b>REQUIREMENTS</b>		
			10	<b>Materials &amp; Services</b>		
		7,000	11	Contract (Engineering, NOAA etc.)	12,500	12,500
464	1,208	909,981	12	Channel Maintenance	890,000	890,000
		15,000	13	Minor Maintenance	25,000	
		22,000	14	Nehalem-Bank Stabilization	30,000	30,000
23,653	8,169	10,000	15	USGS Sedimentation Survey		
		20,000	16	Dredge Spoils Remains		
		10,000	17	Misc Emergency Expenses	10,000	35,000
<b>24,117</b>	<b>9,377</b>	<b>993,981</b>	18	<b>TOTAL MATERIALS AND SERVICES</b>	<b>967,500</b>	<b>967,500</b>
			19			
<b>777,209</b>	<b>903,949</b>	<b>0</b>	20	<b>RESERVED FOR FUTURE EXPENDITURE</b>	<b>2,879</b>	<b>2,879</b>
<b>801,326</b>	<b>913,326</b>	<b>993,981</b>	21	<b>TOTAL REQUIREMENTS</b>	<b>970,379</b>	<b>967,500</b>

**RESERVE FUND – PROPERTY MAINTENANCE**

Fund authorized & established by Resolution/Ordinance 2016-01 on May 25, 2016. Must be renewed or abolished by FY2025-26.

**FORM LB-11pm**

**Port of Nehalem  
Budget For 2021-22**

Historical Data			DESCRIPTION – RESOURCES & REQUIREMENTS	Proposed by Budget Officer	Approved Budget Cmte.	Adopted by Port Board
Actual	Adopted Budget					
2 <sup>nd</sup> Preceding Year 2018-19	1 <sup>st</sup> Preceding Year 2019-20	This Year 2019-20				
			1	<b>RESOURCES</b>		
			2	<b>Beginning Fund Balance:</b>		
9,575	19,575	25,375	3	Cash on hand	35,375	35,375
10,000	10,000	10,000	4	Transferred from other funds	25,000	25,000
<b>19,575</b>	<b>29,575</b>	<b>35,375</b>	5	<b>Total Resources, except taxes to be levied</b>	<b>60,375</b>	<b>60,375</b>
			6			
<b>19,575</b>	<b>29,575</b>	<b>35,375</b>	7	<b>TOTAL RESOURCES</b>	<b>60,375</b>	<b>60,375</b>
			8	<b>REQUIREMENTS</b>		
			9	<b>Materials &amp; Services</b>		
		15,000	10	Minor Maintenance	10,000	10,000
	4,366		11	Major Dock Repair	5,000	5,000
			12	Service buildings updates	25,000	25,000
	<b>4,366</b>	<b>15,000</b>	13	<b>TOTAL MATERIALS AND SERVICES</b>	<b>40,000</b>	<b>40,000</b>
			14			
<b>19,575</b>	<b>25,209</b>	<b>20,375</b>	15	<b>RESERVED FOR FUTURE EXPENDITURE</b>	<b>20,375</b>	<b>20,375</b>
<b>19,575</b>	<b>29,575</b>	<b>35,375</b>	16	<b>TOTAL REQUIREMENTS</b>	<b>60,375</b>	<b>60,375</b>

### RESERVE FUND – EQUIPMENT

Fund authorized & established by Resolution/Ordinance 2015-01 on June 24, 2015. Must be renewed or abolished by FY2025-26.

**FORM LB-11er**

**Port of Nehalem  
Budget For 2021-22**

Historical Data			DESCRIPTION – RESOURCES & REQUIREMENTS	Proposed by Budget Officer	Approved Budget Cmte.	Adopted by Port Board
Actual	Adopted Budget					
2 <sup>nd</sup> Preceding Year 2018-19	1 <sup>st</sup> Preceding Year 2019-20	This Year 2020-21				
			1	<b>RESOURCES</b>		
			2	<b>Beginning Fund Balance:</b>		
67,500	67,500	87,500	3	Cash on hand	31,030	31,030
20,000	20,000	40,000	4	Transferred from other funds	25,000	25,000
<b>87,500</b>	<b>87,500</b>	<b>127,500</b>	5	<b>Total Resources, except taxes to be levied</b>	<b>56,030</b>	<b>56,030</b>
			6			
<b>87,500</b>	<b>87,500</b>	<b>127,500</b>	7	<b>TOTAL RESOURCES</b>	<b>56,030</b>	<b>56,030</b>
			8	<b>REQUIREMENTS</b>		
			9	<b>Materials &amp; Services</b>		
		15,000	10	Misc. Equipment Expenses	35,000	35,000
9,270		112,500	11	Cap. equipment incl. tugboat replacement	5,000	5,000
<b>9,270</b>		<b>112,500</b>	12	<b>TOTAL MATERIALS AND SERVICES</b>	<b>40,000</b>	<b>40,000</b>
			13			
<b>78,230</b>	<b>87,500</b>	<b>15,000</b>	14	<b>RESERVED FOR FUTURE EXPENDITURE</b>	<b>16,030</b>	<b>16,030</b>
<b>87,500</b>	<b>87,500</b>	<b>127,500</b>	15	<b>TOTAL REQUIREMENTS</b>	<b>56,030</b>	<b>56,030</b>

**RESERVE FUND – PROPERTY LOAN DEBT FUND**

Fund authorized & established by Resolution/Ordinance 2016-01 on May 25, 2016. Must be renewed or abolished by FY2025-26.

**FORM LB-11pldb**

**LOAN DEBT RETIRED November 25, 2020**

**Port of Nehalem**

Historical Data		
Actual		Adopted Budget

**Budget For 2021-22**

2 <sup>nd</sup> Preceding Year 2018-19	1 <sup>st</sup> Preceding Year 2019-20	This Year 2020-21	DESCRIPTION – RESOURCES & REQUIREMENTS	Proposed by Budget Officer	Approved Budget Cmte.	Adopted by Port Board
			1 <b>RESOURCES</b>			
			2 <b>Beginning Fund Balance:</b>			
			3 Cash on hand			
30,048	30,000	5,900	4 Transferred from other funds			
		<b>5,900</b>	5 <b>Total Resources, except taxes to be levied</b>			
			6			
<b>30,048</b>	<b>30,000</b>	<b>5,900</b>	7 <b>TOTAL RESOURCES</b>			
			8 <b>REQUIREMENTS</b>			
3,163	1,694	75	9 Property Note Interest			
26,885	28,354	5,825	10 Property Note Principal			
<b>30,048</b>	<b>30,048</b>	<b>5,900</b>	11 <b>TOTAL REQUIREMENTS</b>			
			12			
<b>0.00</b>	<b>-48.00</b>		13 <b>RESERVED FOR FUTURE EXPENDITURE</b>			
<b>30,048</b>	<b>30,048</b>	<b>5,900</b>	14 <b>TOTAL REQUIREMENTS</b>			



**RESERVE FUND - CONTINGENCY**

**FORM LB-11cont**

**Port of Nehalem  
Budget For 2021-22**

Historical Data			DESCRIPTION - RESOURCES & REQUIREMENTS	Adopted by Port Board	Approved Budget Cmte.	Adopted by Port Board	
Actual	Adopted Budget						
2 <sup>nd</sup> Preceding Year 2018-19	1 <sup>st</sup> Preceding Year 2019-20	This Year 2020-21					
			1	<b>RESOURCES</b>			
			2	<b>Beginning Fund Balance:</b>			
		40,000	3	Cash on hand	145,000	145,000	145,000
40,000	40,000	105,000	4	Transferred from other funds	10,000	10,000	10,000
<b>40,000</b>	<b>40,000</b>	<b>145,000</b>	5	<b>Total Resources, except taxes to be levied</b>	<b>155,000</b>	<b>155,000</b>	<b>155,000</b>
			6				
<b>40,000</b>	<b>40,000</b>	<b>145,000</b>	7	<b>TOTAL RESOURCES</b>	<b>155,000</b>	<b>155,000</b>	<b>155,000</b>
			8	<b>REQUIREMENTS</b>			
			9	<b>Materials &amp; Services</b>			
		145,000	10	Capital Contingency	145,000	145,000	145,000
		<b>145,000</b>	11	<b>TOTAL MATERIALS AND SERVICES</b>	<b>145,000</b>	<b>145,000</b>	<b>145,000</b>
			12				
<b>40,000</b>	<b>40,000</b>		13	<b>RESERVED FOR FUTURE EXPENDITURE</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>40,000</b>	<b>40,000</b>	<b>145,000</b>	14	<b>TOTAL REQUIREMENTS</b>	<b>155,000</b>	<b>155,000</b>	<b>155,000</b>