



Economic Development Council  
Tillamook County

**2016-2017**

**Supplemental Budget**

**RESOLUTION NO. 16-04  
RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2016-2017 AND MAKING  
APPROPRIATIONS**

**THE BOARD OF DIRECTORS FINDS AS FOLLOWS:**

1. The Board of Directors elects to issue a supplemental budget to reflect financial changes within the organization. The organization added two funds during the 2016-2017 fiscal year. The Rural Economic Development Grant Fund was established upon receipt of a Federal USDA grant awarded to provide technical assistance for microentrepreneurs. The Visit Tillamook Coast Non-TLT Fund was established to segregate finances that are not subject to spending stipulations of transient lodging tax revenues.
2. When the supplemental budget changes the expenditures in a fund by more than 10 percent, the governing body must hold a public hearing and notice of the hearing must include a summary of the changes proposed in the funds that are changing by more than 10 percent. ORS 294.473(1)(a)
3. The Notice of the Meeting contained a statement that a supplemental budget will be considered at the meeting. ORS 294.473 (1)(b)

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT COUNCIL OF TILLAMOOK COUNTY**

The Board of Directors hereby adopts the supplemental budget, pursuant to ORS 294.473(1)(c), increasing(decreasing) appropriations in the fiscal year 2016-2017 budget as follows:

|  | <u>ORIGINAL<br/>BUDGET</u> | <u>THIS<br/>SUPPLEMENTAL</u> | <u>REVISED<br/>BUDGET</u> |
|--|----------------------------|------------------------------|---------------------------|
| <u>RURAL ECONOMIC DEVELOPMENT GRANT FUND</u> |                            |                              |                           |
| RESOURCES:                                   |                            |                              |                           |
| Grants-Federal                               | \$ 0                       | \$ 35,000                    | \$ 35,000                 |
| Interest Income                              | <u>0</u>                   | <u>36</u>                    | <u>36</u>                 |
| Total Resources                              | <u>\$ 0</u>                | <u>\$ 35,036</u>             | <u>\$ 35,036</u>          |
| REQUIREMENTS:                                |                            |                              |                           |
| Personnel Services                           | <u>\$ 0</u>                | <u>\$ 5,252</u>              | <u>\$ 5,252</u>           |
| Total Appropriations/Requirements            | <u>\$ 0</u>                | <u>\$ 5,252</u>              | <u>\$ 5,252</u>           |
| <u>VISIT TILLAMOOK COAST NON-TLT FUND</u>    |                            |                              |                           |
| RESOURCES:                                   |                            |                              |                           |
| Beginning Fund Balance                       | \$ 0                       | \$ 9,095                     | \$ 9,095                  |
| Contracts-Marketing                          | 0                          | 64,000                       | 64,000                    |
| Interest Income                              | 0                          | 35                           | 35                        |
| Miscellaneous Income                         | 0                          | 3,500                        | 3,500                     |
| Advertising Revenue                          | <u>0</u>                   | <u>12,000</u>                | <u>12,000</u>             |
| Total Resources                              | <u>\$ 0</u>                | <u>\$ 88,630</u>             | <u>\$ 88,630</u>          |
| REQUIREMENTS:                                |                            |                              |                           |
| Materials & Services                         | 0                          | <u>\$ 71,550</u>             | <u>\$ 71,550</u>          |
| Total Appropriations/Requirements            | <u>\$ 0</u>                | <u>\$ 71,550</u>             | <u>\$ 71,550</u>          |

**ADOPTED** by the Board of Directors of the Economic Development Council of Tillamook County on this 20th day of June, 2017.

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Chair, Signature

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Chair, Print



**ECONOMIC DEVELOPMENT COUNCIL - RURAL ECONOMIC DEVELOPMENT GRANT  
2016-2017 SUPPLEMENTAL BUDGET  
RESOURCES & REQUIREMENTS**

|                                    | ORIGINAL<br>BUDGET | REVISED<br>BUDGET | BUDGET<br>CHANGES |
|------------------------------------|--------------------|-------------------|-------------------|
| Beginning Fund Balance             | -                  | -                 | -                 |
| <b>RESOURCES</b>                   |                    |                   | -                 |
| Grants-Federal                     | -                  | 35,000            | 35,000            |
| Interest Income                    | -                  | 36                | 36                |
| <b>Total Resources</b>             | -                  | <b>35,036</b>     | 35,036            |
| <b>REQUIREMENTS</b>                |                    |                   |                   |
| Personnel Services                 | -                  | 5,252             | 5,252             |
| Materials & Services               | -                  | -                 | -                 |
| Unappropriated Ending Fund Balance | -                  | 29,784            | 29,784            |
| <b>Total Requirements</b>          | -                  | <b>35,036</b>     | <b>35,036</b>     |

**EXPLANATION OF CHANGES**

A supplemental budget is needed allocated funds for the Rural Economic Development Grant Fund that was established in September of 2016 through a grant awarded by the United States Department of Agriculture for the purpose of providing business-based technical assistance and training to eligible rural microentrepreneurs and microenterprises.



**ECONOMIC DEVELOPMENT COUNCIL - RURAL ECONOMIC DEVELOPMENT GRANT  
2016-2017 SUPPLEMENTAL BUDGET  
PERSONNEL SERVICES**

| ACCOUNT                                    | ORIGINAL<br>BUDGET | REVISED<br>BUDGET | BUDGET<br>CHANGES |
|--|--------------------|-------------------|-------------------|
| <b>PERSONNEL</b>                           |                    |                   |                   |
| Administrative Salaries                    | -                  | -                 | -                 |
| Support Staff Salaries                     | -                  | 2,352             | 2,352             |
| Other Payroll Expenses                     | -                  | 2                 | 2                 |
| Insurance Benefits                         | -                  | 1,077             | 1,077             |
| Workers' Comp Insurance                    | -                  | 6                 | 6                 |
| FICA                                       | -                  | 223               | 223               |
| PERS Contributions                         | -                  | 308               | 308               |
| Unemployment Insurance                     | -                  | 1,080             | 1,080             |
| PERS Debt Service Transfer                 | -                  | 204               | 204               |
| <b>Total Personnel Services</b>            | -                  | 5,252             | 5,252             |
| <b>UNAPPROPRIATED ENDING BALANCE</b>       |                    |                   |                   |
| Unappropriated Ending Balance              | -                  | 29,784            | 29,784            |
| <b>Total Unappropriated Ending Balance</b> | -                  | 29,784            | 29,784            |

**EXPLANATION OF CHANGES**

A supplemental budget is needed allocated funds for the Rural Economic Development Grant Fund that was established in September of 2016 through a grant awarded by the United States Department of Agriculture for the purpose of providing business-based technical assistance and training to eligible rural microentrepreneurs and microenterprises.



**ECONOMIC DEVELOPMENT COUNCIL - VISIT TILLAMOOK COAST NON-TLT FUND  
2016-2017 SUPPLEMENTAL BUDGET  
RESOURCES & REQUIREMENTS**

|                                    | ORIGINAL<br>BUDGET | REVISED<br>BUDGET | BUDGET<br>CHANGES |
|------------------------------------|--------------------|-------------------|-------------------|
| Beginning Fund Balance             | -                  | 9,095             | 9,095             |
| <b>RESOURCES</b>                   |                    |                   |                   |
| Contracts - Marketing              | -                  | 64,000            | 64,000            |
| Fund Transfer - From General Fund  | -                  | -                 | -                 |
| Interest Income                    | -                  | 35                | 35                |
| Miscellaneous Income               | -                  | 3,500             | 3,500             |
| Annual Dinner Income               | -                  | -                 | -                 |
| Advertising Revenue                | -                  | 12,000            | 12,000            |
| <b>Total Resources</b>             | -                  | <b>88,630</b>     | <b>79,535</b>     |
| <b>REQUIREMENTS</b>                |                    |                   |                   |
| Materials & Services               | -                  | 71,550            | 71,550            |
| Unappropriated Ending Fund Balance | -                  | 17,080            | 17,080            |
| <b>Total Requirements</b>          | -                  | <b>88,630</b>     | <b>88,630</b>     |

**EXPLANATION OF CHANGES**

This fund was established for the purpose of segregating finances that are not subject to spending stipulations of transient lodging tax revenues. This fund accounts for the revenues and expenses from advertising in the annual destination guide and contract marketing services provided to partnering organizations.



**ECONOMIC DEVELOPMENT COUNCIL - VISIT TILLAMOOK COAST FUND  
2016-2017 SUPPLEMENTAL BUDGET  
MATERIALS & SERVICES**

| <b>ACCOUNT</b>                             | <b>ORIGINAL<br/>BUDGET</b> | <b>REVISED<br/>BUDGET</b> | <b>BUDGET<br/>CHANGES</b> |
|--|----------------------------|---------------------------|---------------------------|
| <b>MATERIALS &amp; SERVICES</b>            |                            |                           |                           |
| Supplies                                   | -                          | 500                       | 500                       |
| Travel and Meetings                        | -                          | 3,000                     | 3,000                     |
| Annual Dinner                              | -                          | 2,200                     | 2,200                     |
| Postage & Shipping                         | -                          | 100                       | 100                       |
| Print Advertising                          | -                          | 18,000                    | 18,000                    |
| Radio, TV, & Video Advertising             | -                          | 18,000                    | 18,000                    |
| Website & Digital Advertising              | -                          | 8,000                     | 8,000                     |
| Marketing-Promotions                       | -                          | 5,000                     | 5,000                     |
| Other Contracted Services                  | -                          | 16,000                    | 16,000                    |
| Event Sponsorships                         | -                          | 750                       | 750                       |
| <b>Total Materials &amp; Services</b>      | <b>-</b>                   | <b>71,550</b>             | <b>71,550</b>             |
| <b>UNAPPROPRIATED ENDING BALANCE</b>       |                            |                           |                           |
| Unappropriated Ending Balance              | -                          | 17,080                    | 17,080                    |
| <b>Total Unappropriated Ending Balance</b> | <b>-</b>                   | <b>17,080</b>             | <b>17,080</b>             |

**EXPLANATION OF CHANGES**

This fund was established for the purpose of segregating finances that are not subject to spending stipulations of transient lodging tax revenues. This fund accounts for the revenues and expenses from advertising in the annual destination guide and contract marketing services provided to partnering organizations.

## NOTICE OF SUPPLEMENTAL BUDGET HEARING

A public hearing on a proposed supplemental budget for Economic Development Council of Tillamook County, for the current fiscal year, will be held at 4506 Third St, Tillamook, OR. The hearing will take place on June 20, 2017 at 12:00pm. The purpose of the hearing is to discuss the supplemental budget with interested persons. A copy of the supplemental budget document may be inspected or obtained on or after June 13, 2017 at 4506 Third Street, Tillamook, OR between the hours of 8:30a.m. and 4:30p.m.

### SUMMARY OF PROPOSED BUDGET CHANGES

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

#### FUND: RURAL ECONOMIC DEVELOPMENT GRANT FUND

| Resource                            | Amount          | Expenditure                            | Amount          |
|-------------------------------------|-----------------|--|-----------------|
| 1. Grants-Federal                   | \$35,000        | 1. Personnel Services                  | \$5,252         |
| 2. Interest                         | 36              |  |                 |
| <b>Revised Total Fund Resources</b> | <b>\$35,036</b> | <b>Revised Total Fund Requirements</b> | <b>\$35,036</b> |

Comments: A supplemental budget is needed allocated funds for the Rural Economic Development Grant Fund that was established in September of 2016 through a grant awarded by the United States Department of Agriculture for the purpose of providing business-based technical assistance and training to eligible rural microentrepreneurs and microenterprises.

#### FUND: VISIT TILLAMOOK COAST NON-TLT FUND

| Resource                            | Amount          | Expenditure                            | Amount          |
|-------------------------------------|-----------------|--|-----------------|
| 1. Beginning Fund Balance           | \$9,095         | 1. Materials & Services                | \$71,550        |
| 2. Interest Income                  | \$35            |  |                 |
| 3. Miscellaneous Income             | \$3,500         |  |                 |
| 4. Advertising Revenue              | \$12,000        |  |                 |
| 5. Contracts-Marketing              | \$64,000        |  |                 |
| <b>Revised Total Fund Resources</b> | <b>\$88,630</b> | <b>Revised Total Fund Requirements</b> | <b>\$88,630</b> |

Comments: This fund was established for the purpose of segregating finances that are not subject to spending stipulations of transient lodging tax revenues. This fund accounts for the revenues and expenses from advertising in the annual destination guide and contract marketing services provided to partnering organizations.