

**FORM  
LB-20**

**LB-20 RESOURCES**

**TILLAMOOK COUNTY 4-H and  
EXTENSION SERVICE DISTRICT**

**GENERAL**

Fund

(Name of Municipal Corporation)

Historical Data					Budget for Next Year 2023 - 2024			
Actual		Adopted Budget			Proposed By	Approved By	Adopted By	
Second Preceding Year 2020-21	First Preceding Year 2021-22	This Year 2022-2023	RESOURCE DESCRIPTION		Budget Officer	Budget Committee	Governing Body	
				Beginning Fund Balance:				
1	736,937	774,153	688,872	1 4000 - Available cash on hand * (cash basis) or	574,921	574,921		1
2				2 Net working capital* (accrual basis)				2
3	13,664	12,724	11,000	3 4011 - Previously levied taxes estimated to be received	11,000	11,000		3
4		3,004	3,000	4 4699 - Interest	3,000	3,000		4
5				5 <b>OTHER RESOURCES</b>				5
6	89,149	86,101	88,500	6 4230 - STATE TIMBER SALES	50,000	50,000		6
7	1,962	139		7 4550 - COUNTY LAND SALES				7
8	5,215	-		8 4690 - MISCELLANEOUS				8
9	-	-		9				9
10	-	-		10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				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				24
25				25				25
26				26				26
27				27				27
28				28				28
29	846,927	876,120	791,372	29 Total resources, except taxes to be levied	638,921	638,921		29
30			366,796	30 4010 - Taxes necessary to balance	378,020	378,020		30
31	356,113	371,188		31 Taxes collected in year levied				31
32	1,203,040	1,247,308	1,158,168	32 <b>TOTAL RESOURCES</b>	1,016,941	1,016,941	-	32

\*Includes ending balance from prior year

**FORM  
LB-31**

**LB-31 DETAILED REQUIREMENTS**

**TILLAMOOK COUNTY 4-H and  
EXTENSION SERVICE DISTRICT**

**GENERAL**

Fund

(Name of Municipal Corporation)

	Historical Data			REQUIREMENTS DESCRIPTION	Number of Employees	Range*	Budget for Next Year 2023- 2024			
	Actual		Adopted Budget				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-21	First Preceding Year 2021-22	This Year 2022-2023							
1				1 PERSONAL SERVICES						1
2	117,750	176,818	244,445	2 5910 Non 941 4-H & Extension Staff	4.00		187,571	187,571		2
3	87,150	115,000	143,664	3 5949 Non 941 4-H & Extension Taxes/Benefits			134,816	134,816		3
4				4						4
5	<b>204,900</b>	<b>291,818</b>	<b>388,109</b>	5 TOTAL PERSONAL SERVICES			<b>322,387</b>	<b>322,387</b>		5
6				6						6
7				7 MATERIALS & SERVICES						7
8	5,517	2,768	14,750	8 6001 - Office Supplies			14,750	14,750		8
9	14,559	2,717	13,500	9 6004 - Non-Capital Office Equipment			8,000	8,000		9
10	7,399	16,051	14,250	10 6005 - Operating Supplies (Demo)			18,000	18,000		10
11	900	1,963	2,000	11 6009 - Computer & Software Licensing			4,000	4,000		11
12	-	-	0	12 6011 - Computer Supplies			2,000	2,000		12
13		238	0	13 6030- Fuels & Lubricants			1,000	1,000		
14	2,469	2,361	3,000	14 7001 - Printing & Advertising			5,000	5,000		13
15	3,161	2,119	6,000	15 7003 - Books & Publications			4,000	4,000		14
16	1,220	832	3,000	16 7005 - Postage & Shipping			3,000	3,000		15
17	3,371	3,328	6,000	17 7007 - Telephone			4,500	4,500		16
18	13,776	-	12,000	18 7012 - Network fees			14,500	14,500		17
19	-	-	0	19 7020 - Insurance & Deductables			-	-		
20	255	120	10,000	20 7022 - Public Relations			10,000	10,000		18
21	-	255	2,500	21 7050 - Membership Dues & Fees			2,500	2,500		19
22	3,000	11,013	52,000	22 7080 - Travel & Mileage			48,000	48,000		20
23	4,425	4,575	5,000	23 7101 - Professional Services			10,000	10,000		21
24	-	-	0	24 7401 - Rent			0	0		22
25	5,174	5,743	8,000	25 7410 - Utilities			8,000	8,000		23
26	523	559	1,500	26 7415 - Water Fees			1,500	1,500		24
27	472	561	2,000	27 7416 - Sewer Fees			2,000	2,000		25
28	1,368	1,910	3,000	28 7420 - Garbage Collection			3,000	3,000		26
29	2,771	4,223	10,000	29 7430 - Janitorial Services			8,000	8,000		27
30	1,863	974	2,000	30 7431 - Janitorial Supplies			3,000	3,000		28
31				31						29
32				32						30
33	Continued	Continued	Continued	33			Continued	Continued		31
34				34						32
35				35 TOTAL REQUIREMENTS						33

**FORM  
LB-31**

**LB-31 DETAILED REQUIREMENTS**

**TILLAMOOK COUNTY 4-H and  
EXTENSION SERVICE DISTRICT**

**GENERAL**

Fund

(Name of Municipal Corporation)

	Historical Data			REQUIREMENTS DESCRIPTION	Number of Employees	Range*	Budget for Next Year 2023-2024			
	Actual		Adopted Budget				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-21	First Preceding Year 2021-22	This Year 2022-2023							
36				36 MATERIALS & SERVICES (Continued)						34
37				37						35
38	2,460	2,026	4,000	38 7450 - Repair & Maint. /Building & Grounds			4,000	4,000		36
39	2,493	1,747	10,000	39 7601 - Repair & Maint. /Office Equipment			8,000	8,000		37
40			0	40 7605 - R&M/Equipment			-	-		38
41	1,804	1,980	2,000	41 7611 - Storage Rental			2,000	2,000		39
42	-	-	0	42 7847 - JUNTOS program support			-	-		40
43	4,539	3,967	7,000	43 7899 - Misc. Materials & Services			8,000	8,000		41
44	-	-	52,000	44 7848 - Program Support			52,000	52,000		
45	2,000	2,000	3,000	45 8001 - Intercounty/Administration			5,475	5,475		42
46	1,834	1,538	4,400	46 8002 - Insurance & Deductibles			4,400	4,400		43
47	<b>87,353</b>	<b>75,569</b>	<b>252,900</b>	47 <b>TOTAL MATERIALS AND SERVICES</b>			<b>258,625</b>	<b>258,625</b>		44
48				48						45
49			3,000	49 9015 - Furniture/Fixtures			3,000	3,000		46
50			10,000	50 9030 - Vehicles			8,000	8,000		47
51	40,000	20,000	20,000	51 9040 - Building/Improvements			-	-		48
52	<b>40,000</b>	<b>20,000</b>	<b>33,000</b>	52 <b>TOTAL CAPITAL OUTLAY</b>			<b>11,000</b>	<b>11,000</b>		49
53				53						50
54				54						51
55				55						52
56	-	-	<b>100,000</b>	56 <b>9900 - GENERAL OPERATING CONTINGENCY</b>			<b>75,000</b>	<b>75,000</b>		53
57				57						54
58	<b>100,000</b>	<b>200,000</b>	<b>75,000</b>	58 <b>9882 - TRANSFER TO BUILDING RESERVE FUND</b>			<b>25,000</b>	<b>25,000</b>		55
59				59						56
60				60						57
61				61						58
62	<b>432,253</b>	<b>587,387</b>	<b>849,009</b>	62 <b>TOTAL</b>			<b>692,012</b>	<b>692,012</b>		59
63				63						60
64				64						61
65				65						62
66				66						63
67				67						64
68				68						65
69				69						66
70				70						67
71	770,787	659,921		71 <b>Ending balance (prior years)</b>						68
72			309,159	72 <b>9995 - UNAPPROPRIATED ENDING FUND BALANCE</b>			324,929	324,929		69
73	1,203,040	1,247,308	<b>1,158,168</b>	73 <b>TOTAL REQUIREMENTS</b>			<b>1,016,941</b>	<b>1,016,941</b>	-	70

**FORM  
LB-11**

**LB-11 RESERVE FUND**

This fund is authorized and established by resolution/ordinance number 98-71, on (date) May 20, 1998 for the following specified purposes:

To accumulate money for purchasing or constructing office, meeting, and educational facilities

Year this reserve fund will be reviewed to be continued or abolished.  
Date can not be more than 10 years after establishment.

Review Year 2027

**TILLAMOOK COUNTY 4-H and  
EXTENSION SERVICE DISTRICT**

**BUILDING RESERVE**

Fund

(Name of Municipal Corporation)

	Historical Data			DESCRIPTION  RESOURCES AND REQUIREMENTS	Budget for Next Year 2023 - 2024			
	Actual		Adopted Budget This Year 2022 - 2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-21	First Preceding Year 2021 - 22						
				RESOURCES				
1	129,441	230,591	230,300	1. Cash on hand * (cash basis), or	430,300	430,300		1
2				2. Working capital* (accrual basis)				2
3				3. Previously levied taxes estimated to be received				3
4	1,150	1,183	2,000	4. Interest	1,000	1,000		4
5	100,000	200,000	200,000	5. Transferred IN, from other funds: GENERAL FUND	25,000	25,000		5
6				6. Miscellaneous (4690)				6
7				7. Sale of Assets				7
8				8.				8
9	230,591	431,774	432,300	9. Total Resources, except taxes to be levied	456,300	456,300		9
10		-	-	10. Taxes estimated to be received				10
11				11. Taxes collected in year levied				11
12	<b>230,591</b>	<b>431,774</b>	<b>432,300</b>	<b>12. TOTAL RESOURCES</b>	<b>456,300</b>	<b>456,300</b>	<b>-</b>	<b>12</b>
				REQUIREMENTS				
1				1. CAPITAL OUTLAY				1
2			300,000	2. Building purchases/construction (including cost of				2
3				3. architect and attorney)				3
4				4.				4
5		-	132,300	5. MATERIALS & SERVICES	100,000	100,000		5
6				6. Miscellaneous (4690)				6
7				7.				7
8				8.				8
9				9.				9
10				10.				10
11				11.				11
12				12.				12
13				13.				13
14				14. RESERVED FOR VEHICLE EXPENDITURES				14
15	230,591	431,774		15. RESERVED FOR FUTURE EXPENDITURES	356,300	356,300		15
16	<b>230,591</b>	<b>431,774</b>	<b>432,300</b>	<b>16. TOTAL REQUIREMENTS</b>	<b>456,300</b>	<b>456,300</b>	<b>-</b>	<b>16</b>

\*Includes Unappropriated Balance budgeted last year