

**FORM  
LB-20**

**RESOURCES  
GENERAL FUND  
Port Operations**

Port of Umpqua

Historical Data					RESOURCE DESCRIPTION	Budget for 2017-2018 <b>June 30, 2018</b>			
Actual		Adopted	Current	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 14-15 <b>June 30, 2015</b>	First Preceding Year 15-16 <b>June 30, 2016</b>	Adopted Budget This Year 16-17 <b>June 30, 2017</b>	Budget @83% of year through April 30, 2017						
1	318,680	412,741	412,742	1	Available cash on hand* (cash basis) or	439,883	439,883	1	
2			-	2	Net working capital (accrual basis)			2	
3	10,971	10,321	12,000	3	Previously levied taxes estimated to be received	11,500	11,500	3 1211000	
4	406	510	400	4	Interest	500	500	4 1212000	
5	0		-	5	Transferred IN, from other funds			5	
OTHER RESOURCES									
6	13,084	13,324	13,500	6	Industrial Park lease (Tyree property lease income)	13,500	13,500	6 1213000	
7	9,261	9,633	10,000	7	Lease/Rent Income Winchester Ave Buildings	10,500	10,500	7 1213110	
8	1,358	0	1,000	8	Miscellaneous	1,000	1,000	8 1213200	
9	48,530	22,510	25,000	9	Poundage	25,000	25,000	9 1213600	
10	9,106	8,863	8,000	10	Keycard/Hoist Receipts	8,000	8,000	10 1213601	
11	0	0	5,000	11	Ice Machine Revenue	10,000	10,000	11 1213602	
12	200	200	500	12	Annex Rental	500	500	12 1213700	
13	0	0	100	13	Deposits: Annex Rental deposit account	100	100	13 1213701	
14	120	120	120	14	Winchester Bay Lease (Umpqua Bait)	120	120	14 1221000	
15	0	0	75,000	15	Grant/Loan IP Marketing	-	-	15	
16	34,025	32,010	50,000	16	Coos Bay Wagon Road funds	50,000	50,000	16 1223300	
17	0	469	100	17	Sale of State Forest Products	100	100	17 1230100	
18	0	4950	100,000	18	Grants received	50,000	50,000	18 1230200	
19		6000	40,000	19	Cooperative Community Marketing Project	34,000	34,000	19 1230300	
20	445,740	521,650	753,462	20	Total resources, except taxes to be levied	654,703	654,703	- 20	
21			189,807	21	Taxes estimated to be received	193,070	193,070	21 1211100	
22	182,133	184,283		22	Taxes collected in year levied			22	
23	<b>627,873</b>	<b>705,933</b>	<b>943,269</b>	<b>271,184</b>	<b>23 TOTAL RESOURCES</b>	<b>847,773</b>	<b>847,773</b>	- 23	

**REQUIREMENTS SUMMARY  
ALLOCATED TO AN ORGANIZATIONAL UNIT OR  
DEPARTMENT**

**FORM  
LB-30**

					Port of Umpqua						
Historical Data					Budget for 2017-2018 <b>June 30, 2018</b>						
Actual		Adopted	Current	REQUIREMENTS FOR: Port Operations	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 14-15 <b>June 30, 2015</b>	First Preceding Year 15-16 <b>June 30, 2016</b>	Adopted Budget This Year 16-17 <b>June 30, 2017</b>	Budget @83% of year through April 30, 2017								
<b>PERSONNEL SERVICES</b>											
1	46,817	46,817	48,500	40,185	1	Manager	52,500	52,500		1	1310000
2	24,124	25,351	28,000	21,599	2	Administrative Assistant	29,000	29,000		2	1310400
3	16,576	14,064	35,000	18,358	3	Dock/Maint. Assistant	40,000	40,000		3	1310500
4	25,416	31,311	42,000	26,774	4	Payroll Liabilities/Benefits	48,000	48,000		4	1310101
<b>7</b>	<b>112,933</b>	<b>117,544</b>	<b>153,500</b>	<b>106,916</b>	<b>5</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>169,500</b>	<b>169,500</b>	<b>0</b>	<b>7</b>	
<b>8</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>	<b>6</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>2.75</b>	<b>2.75</b>	<b>2.75</b>	<b>8</b>	
<b>MATERIALS AND SERVICES</b>											
7	0	0	1,000	51	7	Accounting	1,000	1,000		7	1321900
8	5,135	8,837	40,000	2,484	8	Professional Services	40,000	40,000		8	1321901
9	4,782	3,668	10,000	3,352	9	Executive Expenses/Travel/Training	10,000	10,000		9	1322000
10	7,550	7,550	8,000	7,750	10	Audit	8,000	8,000		10	1322100
11	129	380	1,500	-	11	Office Machine Upgrades	1,500	1,500		11	1322199
12	1,363	1,208	2,000	1,260	12	Office supplies	2,000	2,000		12	1322200
13	371	123	3,000	365	13	Building supplies	3,000	3,000		13	1322201
14	1,006	1,470	3,000	1,894	14	Dock Maintenance	3,000	3,000		14	1322202
15	6,542	5,397	10,000	6,427	15	Facilities Maintenance/Services	10,000	10,000		15	1322203
16	1,934	1,550	3,500	1,215	16	Fork Lift Maintenance	3,500	3,500		16	1322205
17	0	0	1,000	703	17	Ice Machine Maintenance	2,500	2,500		17	1322206
18	3,025	2,908	4,000	2,266	18	Telephone (phones/internet)	4,000	4,000		18	1322300
19	9,702	10,719	15,500	11,117	19	Utilities (city, garbage, PUD, web site)	16,000	16,000		19	1322301
20	1,601	1,513	3,000	2,711	20	Business Support Services	3,500	3,500		20	1322310
21	13,630	12,656	15,000	12,553	21	Insurance	15,500	15,500		21	1322400
22	1,562	1,397	3,000	-	22	Election expenses & Legal Notices	3,000	3,000		22	1322600
23	500	500	10,000	-	23	Lobbying	10,000	10,000		23	1322900
24	2,066	3,535	4,500	3,300	24	Membership Dues & Subscriptions	4,500	4,500		24	1323200
25	0	0	100	-	25	Permit fees	100	100		25	1324100
26	1,350	9,367	12,000	1,480	26	Legal Services	12,000	12,000		26	1324200
27	0	100	1,000	-	27	Promotion/Marketing	1,000	1,000		27	1324300
28	0	0	1,000	-	28	Scholarship or Grants	1,000	1,000		28	1325600
29	0	0	2,000	-	29	Property Taxes (Real Property)	2,000	2,000		29	1325700
30	927	951	1,100	976	30	DSL lease & Salmon Harbor lease	1,100	1,100		30	1325800
31	5,000	0	5,000	5,000	31	STEP	5,000	5,000		31	1326200
<b>32</b>	<b>68,174</b>	<b>73,829</b>	<b>160,200</b>	<b>64,904</b>	<b>32</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>163,200</b>	<b>163,200</b>	<b>-</b>	<b>32</b>	
<b>CAPITAL OUTLAY</b>											
34	0	0	100,000	-	34	Master Plan: International Paper Co Property	-	-		34	
35	0	0	10,000	-	35	Commercial Dock Repair	10,000	10,000		35	1326100
36	0	25,421	125,000	11,000	36	Capital Outlay	125,000	125,000		36	1330000
<b>37</b>	<b>0</b>	<b>25,421</b>	<b>235,000</b>	<b>11,000</b>	<b>37</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>135,000</b>	<b>135,000</b>	<b>-</b>	<b>37</b>	
<b>38</b>	<b>181,107</b>	<b>216,793</b>	<b>548,700</b>	<b>182,820</b>	<b>38</b>	<b>TOTAL ORGANIZATIONAL REQUIREMENTS</b>	<b>467,700</b>	<b>467,700</b>	<b>-</b>	<b>38</b>	

**REQUIREMENTS SUMMARY**  
**NOT ALLOCATED TO AN ORGANIZATIONAL**  
**UNIT OR PROGRAM**  
**GENERAL FUND**

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

					Port Operations		Port of Umpqua			
Historical Data					REQUIREMENTS DESCRIPTION	Budget for 2017-2018 <b>June 30, 2018</b>				
Actual		Adopted	Current			Proposed	Approved	Adopted		
Second Preceding Year 14-15 <b>June 30, 2015</b>	First Preceding Year 15-16 <b>June 30, 2016</b>	Adopted Budget This Year 16-17 <b>June 30, 2017</b>	Budget @83% of year through April 30, 2017			By Budget Officer	By Budget Committee	By Governing Body		
					DEBT SERVICE					
					<b>TOTAL DEBT SERVICE</b>					
					SPECIAL PAYMENTS					
1	34,025	32,010	50,000	27,913	1 Wagon Road Fund Pass-through Salmon Harbor	50,000	50,000		1 1330800	
2	-	2,000	25,000	21,500	2 Grant Funding Available	45,000	45,000		2 1330801	
3		-	40,000		3 Cooperative Community Marketing Project	40,000	40,000		3 1330802	
<b>4</b>	<b>34,025</b>	<b>34,010</b>	<b>115,000</b>	<b>49,413</b>	<b>4 TOTAL SPECIAL PAYMENTS</b>	<b>135,000</b>	<b>135,000</b>	<b>-</b>	<b>4</b>	
					INTERFUND TRANSFERS OUT					
5	-	15,000	15,000	15,000	5 Maintenance Reserve Fund	15,000	15,000		5 1385000	
6	-	-			6 Dock Reserve Fund				6 1385100	
7	-	-			7 Capital Reserve Fund				7 1385200	
8	-	-			8 Operation Reserve Fund				8 1385500	
9	-	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>9 TOTAL INTERFUND TRANSFERS</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>9</b>	
					OPERATING CONTINGENCY					
10			264,569	-	<b>10 TOTAL OPERATING CONTINGENCY</b>	230,073	230,073		10 1340000	
11	34,025	49,010	394,569	64,413	<b>11 Total Requirements Unallocated</b>	380,073	380,073	-	11	
12	181,107	216,793	548,700	182,820	<b>12 Total Organizational (allocated) Requirements</b>	467,700	467,700	-	12	
13					<b>13 Reserved for future expenditure</b>				13	
14	412,742	440,130			14 Ending balance (prior years)				14	
15					<b>15 UNAPPROPRIATED ENDING FUND BALANCE</b>				15	
<b>16</b>	<b>627,873</b>	<b>705,933</b>	<b>943,269</b>	<b>247,233</b>	<b>16 TOTAL REQUIREMENTS</b>	<b>847,773</b>	<b>847,773</b>	<b>-</b>	<b>16</b>	

**FORM LB-11**

This fund is authorized and established by resolution number #91-4 on August 1, 1991 for the following specified purposes: maintenance, repairs and capital improvements.

**MAINTENANCE RESERVE FUND  
RESOURCES AND REQUIREMENTS**

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

Review year: 2021

					MAINTENANCE		Port of Umpqua			
Historical Data					DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2017-2018 <b>June 30, 2018</b>				
Actual		Adopted	Current	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 14-15 <b>June 30, 2015</b>	First Preceding Year 15-16 <b>June 30, 2016</b>	Adopted Budget This Year 16-17 <b>June 30, 2017</b>	Budget @83% of year through April 30, 2017							
<b>RESOURCES</b>										
1	10,508	10,524	10,524	25,560	1	Cash on hand* (cash basis) or	40,593	40,593		1
2					2	Working Capital (accrual basis)				2
3					3	Previously levied taxes estimated to be received				3
4	16	36	33	30	4	Interest	75	75		4
5		15,000	15,000	15,000	5	Transferred IN, from other funds	15,000	15,000		5
6					6	Directly deposited funds				6
7	10,524	25,560	25,557	40,590	7	Total Resources, except taxes to be levied	55,668	55,668		7
8					8	Taxes estimated to be received				8
9					9	Taxes collected in year levied				9
10	<b>10,524</b>	<b>25,560</b>	<b>25,557</b>	<b>40,590</b>	10	<b>TOTAL RESOURCES</b>	<b>55,668</b>	<b>55,668</b>	<b>-</b>	10
<b>REQUIREMENTS**</b>										
11			25,557	-	11	Capital Outlay > Port Operation	55,668	55,668		11
12					12	Transfers Out > Port Operation				12
13					13	Ending balance (prior years)				13
14	10,524	25,560			14	<b>RESERVED FOR FUTURE EXPENDITURE</b>				14
15	<b>10,524</b>	<b>25,560</b>	<b>25,557</b>	<b>-</b>	15	<b>TOTAL REQUIREMENTS</b>	<b>55,668</b>	<b>55,668</b>	<b>-</b>	15

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

\*\*List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM LB-11**

This fund is authorized and established by resolution number #93-3 on July 9, 1993 for the following specified purposes: maintenance, repairs and capital improvements to dock.

**DOCK RESERVE FUND  
RESOURCES AND REQUIREMENTS**

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

Review year: 2022

					DOCK		Port of Umpqua			
Historical Data					DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2017-2018 <b>June 30, 2018</b>				
Actual		Adopted	Current	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 14-15 <b>June 30, 2015</b>	First Preceding Year 15-16 <b>June 30, 2016</b>	Adopted Budget This Year 16-17 <b>June 30, 2017</b>	Budget @83% of year through April 30, 2017							
<b>RESOURCES</b>										
1	177,764	190,933	190,933	190,932	1	Cash on hand* (cash basis) or	211,933	211,933		1
2					2	Working Capital (accrual basis)				2
3					3	Previously levied taxes estimated to be received				3
4	276	300	260	248	4	Interest	330	330		4
5					5	Transferred IN, from other funds				5
6	12,893	20,700	16,000	14,085	6	Directly deposited funds	15,000	15,000		6
7	190,932	211,933	207,193	205,265	7	Total Resources, except taxes to be levied	227,263	227,263	-	7
8					8	Taxes estimated to be received				8
9					9	Taxes collected in year levied				9
10	<b>190,932</b>	<b>211,933</b>	<b>207,193</b>	<b>205,265</b>	10	<b>TOTAL RESOURCES</b>	<b>227,263</b>	<b>227,263</b>	<b>-</b>	10
<b>REQUIREMENTS**</b>										
11	-	-	207,193		11	Capital Outlay > Port Operation	227,263	227,263		11
12					12	Ending balance (prior years)				12
13	190,932	211,933			13	<b>RESERVED FOR FUTURE EXPENDITURE</b>				13
14	<b>190,932</b>	<b>211,933</b>	<b>207,193</b>		14	<b>TOTAL REQUIREMENTS</b>	<b>227,263</b>	<b>227,263</b>	<b>-</b>	14

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

\*\*List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM LB-11**

This fund is authorized and established by resolution number #94-6 on July 7, 1991 for the following specified purposes: capital improvements and acquisitions.

**CAPITAL RESERVE FUND  
RESOURCES AND REQUIREMENTS**

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

Review year: 2024

					CAPITAL		Port of Umpqua		
Historical Data					DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2017-2018 <b>June 30, 2018</b>			
Actual		Adopted	Current	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 14-15 <b>June 30, 2015</b>	First Preceding Year 15-16 <b>June 30, 2016</b>	Adopted Budget This Year 16-17 <b>June 30, 2017</b>	Budget @83% of year through April 30, 2017						
<b>RESOURCES</b>									
1	468,357	469,057	469,057	469,057	1	Cash on hand* (cash basis) or	429,063	429,063	1
2					2	Working Capital (accrual basis)			2
3					3	Previously levied taxes estimated to be received			3
4	700	696	725	585	4	Interest	500	500	4
5					5	Transferred IN, from other funds			5
6					6	Directly deposited funds			6
7	469,057	469,753	469,782	469,642	7	Total Resources, except taxes to be levied	429,563	429,563	-
8				-	8	Taxes estimated to be received			8
9					9	Taxes collected in year levied			9
10	<b>469,057</b>	<b>469,753</b>	<b>469,782</b>	<b>469,642</b>	10	<b>TOTAL RESOURCES</b>	<b>429,563</b>	<b>429,563</b>	<b>-</b>
<b>REQUIREMENTS**</b>									
11		40,690	469,782	40,690	11	Capital Outlay > Port Operation	429,563	429,563	11
12					12	Ending balance (prior years)			12
13	469,057	429,063			13	<b>RESERVED FOR FUTURE EXPENDITURE</b>			13
14	<b>469,057</b>	<b>469,753</b>	<b>469,782</b>	<b>-</b>	14	<b>TOTAL REQUIREMENTS</b>	<b>429,563</b>	<b>429,563</b>	<b>-</b>

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

\*\*List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM LB-11**

This fund is authorized and established by resolution number #98-1 on January 7, 1998 for the following specified purposes: operation and guarantee funding for opportunities.

**OPERATION RESERVE FUND  
RESOURCES AND REQUIREMENTS**

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

Review year: 2018

					OPERATION		Port of Umpqua			
Historical Data				Current	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2017-2018 <b>June 30, 2018</b>				
Actual		Adopted	Budget @83% of year through April 30, 2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 14-15 <b>June 30, 2015</b>	First Preceding Year 15-16 <b>June 30, 2016</b>	Adopted Budget This Year 16-17 <b>June 30, 2017</b>								
<b>RESOURCES</b>										
1	158,908	119,099	119,099	119,099	1	Cash on hand* (cash basis) or	119,279	119,279		1
2					2	Working Capital (accrual basis)				2
3					3	Previously levied taxes estimated to be received				3
4	183	180	200	150	4	Interest	180	180		4
5					5	Transferred IN, from other funds				5
6					6	Directly deposited funds				6
7	159,091	119,279	119,299	119,249	7	Total Resources, except taxes to be levied	119,459	119,459	-	7
8					8	Taxes estimated to be received				8
9					9	Taxes collected in year levied				9
10	<b>159,091</b>	<b>119,279</b>	<b>119,299</b>		10	<b>TOTAL RESOURCES</b>	<b>119,459</b>	<b>119,459</b>	<b>-</b>	10
<b>REQUIREMENTS**</b>										
11	39,992		119,299		11	Capital Outlay > Port Operation	119,459	119,459		11
12					12	Ending balance (prior years)				12
13	119,099	119,279			13	<b>RESERVED FOR FUTURE EXPENDITURE</b>				13
14	<b>159,091</b>	<b>119,279</b>	<b>119,299</b>		14	<b>TOTAL REQUIREMENTS</b>	<b>119,459</b>	<b>119,459</b>	<b>-</b>	14

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

\*\*List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.