

**FORM
LB-20**

**RESOURCES
GENERAL FUND
Port Operations**

Port of Umpqua

	Historical Data				RESOURCE DESCRIPTION	Budget for 2017-2018 June 30, 2018			
	Actual		Adopted	Current		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 14-15 June 30, 2015	First Preceding Year 15-16 June 30, 2016	Adopted Budget This Year 16-17 June 30, 2017	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			1
2			-		2 Net working capital (accrual basis)				2
3	10,971	10,321	12,000	8,228	3 Previously levied taxes estimated to be received	11,500			3
4	406	510	400	456	4 Interest	500			4
5	0		-	-	5 Transferred IN, from other funds				5
					OTHER RESOURCES				
6	13,084	13,324	13,500	11,207	6 Industrial Park lease (Tyree property lease income)	13,500			6
7	9,261	9,633	10,000	9,080	7 Lease/Rent Income Winchester Ave Buildings	10,500			7
8	1,358	0	1,000	-	8 Miscellaneous	1,000			8
9	48,530	22,510	25,000	20,445	9 Poundage	25,000			9
10	9,106	8,863	8,000	6,932	10 Keycard/Hoist Receipts	8,000			10
11	0	0	5,000	5,757	11 Ice Machine Revenue	10,000			11
12	200	200	500	150	12 Annex Rental	500			12
13	0	0	100	-	13 Deposits: Annex Rental deposit account	100			13
14	120	120	120	100	14 Winchester Bay Lease (Umpqua Bait)	120			14
15	0	0	75,000	-	15 Grant/Loan IP Marketing	-			15
16	34,025	32,010	50,000	27,913	16 Coos Bay Wagon Road funds	50,000			16
17	0	469	100	-	17 Sale of State Forest Products	100			17
18	0	4950	100,000	-	18 Grants received	50,000			18
19		6000	40,000	-	19 Cooperative Community Marketing Project	34,000			19
20	445,740	521,650	753,462	90,267	20 Total resources, except taxes to be levied	654,703	-	-	20
21			189,807	180,917	21 Taxes estimated to be received	193,070			21
22	182,133	184,283			22 Taxes collected in year levied				22
23	627,873	705,933	943,269	271,184	23 TOTAL RESOURCES	847,773	-	-	23

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

**FORM
LB-30**

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

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 June 30, 2018			
Actual		Adopted	Current			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 14-15 June 30, 2015	First Preceding Year 15-16 June 30, 2016	Adopted Budget This Year 16-17 June 30, 2017	Budget @83% of year through April 30, 2017						
					DEBT SERVICE				
					TOTAL DEBT SERVICE	-	-	-	
					SPECIAL PAYMENTS				
1	34,025	32,010	50,000	27,913	1 Wagon Road Fund Pass-through Salmon Harbor	50,000			1
2	-	2,000	25,000	21,500	2 Grant Funding Available	45,000			2
3		-	40,000		3 Cooperative Community Marketing Project	40,000			3
4	34,025	34,010	115,000	49,413	4 TOTAL SPECIAL PAYMENTS	135,000	-	-	4
					INTERFUND TRANSFERS OUT				
5	-	15,000	15,000	15,000	5 Maintenance Reserve Fund	15,000			5
6	-	-			6 Dock Reserve Fund				6
7	-	-			7 Capital Reserve Fund				7
8	-	-			8 Operation Reserve Fund				8
9	-	15,000	15,000	15,000	9 TOTAL INTERFUND TRANSFERS	15,000	-	-	9
					OPERATING CONTINGENCY				
10			264,569	-	10 TOTAL OPERATING CONTINGENCY	230,073			10
11	34,025	49,010	394,569	64,413	11 Total Requirements Unallocated	380,073	-	-	11
12	181,107	216,793	548,700	182,820	12 Total Organizational (allocated) Requirements	467,700	-	-	12
13					13 Reserved for future expenditure				13
14	412,742	705,933			14 Ending balance (prior years)				14
15					15 UNAPPROPRIATED ENDING FUND BALANCE				15
16	627,873	971,737	943,269	247,233	16 TOTAL REQUIREMENTS	847,773	-	-	16

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 June 30, 2018				
Actual		Adopted	Current	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 14-15 June 30, 2015	First Preceding Year 15-16 June 30, 2016	Adopted Budget This Year 16-17 June 30, 2017	Budget @83% of year through April 30, 2017							
RESOURCES										
1	10,508	10,524	10,524	25,560	1	Cash on hand* (cash basis) or	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			4
5		15,000	15,000	15,000	5	Transferred IN, from other funds	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	-	-	7
8					8	Taxes estimated to be received				8
9					9	Taxes collected in year levied				9
10	10,524	25,560	25,557	40,590	10	TOTAL RESOURCES	55,668	-	-	10
REQUIREMENTS**										
11			25,557	-	11	Capital Outlay > Port Operation	55,668			11
12					12	Transfers Out > Port Operation				12
13					13	Ending balance (prior years)				13
14	10,524	25,560			14	RESERVED FOR FUTURE EXPENDITURE				14
15	10,524	25,560	25,557	-	15	TOTAL REQUIREMENTS	55,668	-	-	15

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 June 30, 2018			
Actual		Adopted	Current	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 June 30, 2015	First Preceding Year 15-16 June 30, 2016	Adopted Budget This Year 16-17 June 30, 2017							
RESOURCES									
1	177,764	190,933	190,933	190,932	1 Cash on hand* (cash basis) or	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			4
5					5 Transferred IN, from other funds				5
6	12,893	20,700	16,000	14,085	6 Directly deposited funds	15,000			6
7	190,932	211,933	207,193	205,265	7 Total Resources, except taxes to be levied	227,263	-	-	7
8					8 Taxes estimated to be received				8
9					9 Taxes collected in year levied				9
10	190,932	211,933	207,193	205,265	10 TOTAL RESOURCES	227,263	-	-	10
REQUIREMENTS**									
11	-	-	207,193		11 Capital Outlay > Port Operation	227,263			11
12					12 Ending balance (prior years)				12
13	190,932	211,933			13 RESERVED FOR FUTURE EXPENDITURE				13
14	190,932	211,933	207,193		14 TOTAL REQUIREMENTS	227,263	-	-	14

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				Current Budget @83% of year through April 30, 2017	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2017-2018 June 30, 2018				
Actual		Adopted								
Second Preceding Year 14-15 June 30, 2015	First Preceding Year 15-16 June 30, 2016	Adopted Budget This Year 16-17 June 30, 2017	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body			
					RESOURCES					
1	468,357	469,057	469,057	469,057	1	Cash on hand* (cash basis) or	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			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	-	-	7
8				-	8	Taxes estimated to be received				8
9					9	Taxes collected in year levied				9
10	469,057	469,753	469,782	469,642	10	TOTAL RESOURCES	429,563	-	-	10
					REQUIREMENTS**					
11		40,690	469,782	40,690	11	Capital Outlay > Port Operation	429,563			11
12					12	Ending balance (prior years)				12
13	469,057	429,063			13	RESERVED FOR FUTURE EXPENDITURE				13
14	469,057	469,753	469,782	-	14	TOTAL REQUIREMENTS	429,563	-	-	14

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 June 30, 2018			
Actual		Adopted	Adopted Budget This Year 16-17 June 30, 2017			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 June 30, 2015	First Preceding Year 15-16 June 30, 2016								
RESOURCES									
1	158,908	119,099	119,099	119,099	1	Cash on hand* (cash basis) or	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		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	-	-
8					8	Taxes estimated to be received			8
9					9	Taxes collected in year levied			9
10	159,091	119,279	119,299		10	TOTAL RESOURCES	119,459	-	-
REQUIREMENTS**									
11	39,992		119,299		11	Capital Outlay > Port Operation	119,459		11
12					12	Ending balance (prior years)			12
13	119,099	119,279			13	RESERVED FOR FUTURE EXPENDITURE			13
14	159,091	119,279	119,299		14	TOTAL REQUIREMENTS	119,459	-	-