

**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			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
					<b>OTHER RESOURCES</b>				
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	<b>627,873</b>	<b>705,933</b>	<b>943,269</b>	<b>271,184</b>	23 <b>TOTAL RESOURCES</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			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
<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>0</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			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
<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>-</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			35
36	0	25,421	125,000	11,000	36	Capital Outlay	125,000			36
<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>-</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>-</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 <span style="color: red;">June 30, 2018</span>		
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 <span style="color: red;">June 30, 2015</span>	First Preceding Year 15-16 <span style="color: red;">June 30, 2016</span>	Adopted Budget This Year 16-17 <span style="color: red;">June 30, 2017</span>						
<b>DEBT SERVICE</b>								
<b>TOTAL DEBT SERVICE</b>					-	-	-	
<b>SPECIAL PAYMENTS</b>								
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
<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>INTERFUND TRANSFERS OUT</b>								
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
<b>9</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>9 TOTAL INTERFUND TRANSFERS</b>	<b>15,000</b>	-	-
<b>OPERATING CONTINGENCY</b>								
10			264,569	-	<b>10 TOTAL OPERATING CONTINGENCY</b>	230,073		10
11	34,025	49,010	394,569	64,413	<b>11 Total Requirements Unallocated</b>	380,073	-	-
12	181,107	216,793	548,700	182,820	<b>12 Total Organizational (allocated) Requirements</b>	467,700	-	-
13					<b>13 Reserved for future expenditure</b>			13
14	412,742	705,933			14 Ending balance (prior years)			14
15					<b>15 UNAPPROPRIATED ENDING FUND BALANCE</b>			15
<b>16</b>	<b>627,873</b>	<b>971,737</b>	<b>943,269</b>	<b>247,233</b>	<b>16 TOTAL REQUIREMENTS</b>	<b>847,773</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			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	<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>-</b>	<b>-</b>	10
					<b>REQUIREMENTS**</b>					
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	<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>-</b>	<b>-</b>	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 <span style="color: red;">June 30, 2018</span>			
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 <span style="color: red;">June 30, 2015</span>	First Preceding Year 15-16 <span style="color: red;">June 30, 2016</span>	Adopted Budget This Year 16-17 <span style="color: red;">June 30, 2017</span>							
<b>RESOURCES</b>									
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	<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>	-	-	10
<b>REQUIREMENTS**</b>									
11	-	-	207,193		11 Capital Outlay > Port Operation	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>	-	-	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					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		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	-	-	
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>-</b>	<b>-</b>	
<b>REQUIREMENTS**</b>									
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 <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>-</b>	<b>-</b>	

**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					DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2017-2018 <span style="color: red;">June 30, 2018</span>						
Actual		Adopted	Current	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body					
Second Preceding Year 14-15 <span style="color: red;">June 30, 2015</span>	First Preceding Year 15-16 <span style="color: red;">June 30, 2016</span>	Adopted Budget This Year 16-17 <span style="color: red;">June 30, 2017</span>	Budget @83% of year through April 30, 2017									
<b>RESOURCES</b>												
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	-	-				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>-</b>	<b>-</b>				10
<b>REQUIREMENTS**</b>												
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 <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>-</b>	<b>-</b>				14