

**RESOURCES**

**GENERAL FUND**  
Port of Umpqua

**CURRENT  
BUDGET  
2013-2014**

				PORT OF UMPQUA					
				Budget for 2013-2014 June 30 2014					
Actual		Adopted		RESOURCE DESCRIPTION	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body		
Second preceding year 10-11 June 30 11	First preceding year 11-12 June 30 2012	Budget This Year 12-13 June 30 2013							
Beginning Fund Balance:									
1	269,848	274,238	234,576	1	Available cash on hand*(cash basis), or	226,556	226,556	226,556	1
2		-		2	Net working capital*(accrual basis)				2
3	8,237	12,071	6,000	3	Previously levied taxes estimated to be received	10,000	10,000	10,000	3
4	845	677	600	4	Interest	300	300	300	4
5				5	<b>OTHER RESOURCES</b>				5
6	11,897	12,173	12,600	6	Industrial Park lease (Tyree property lease income)	13,000	13,000	13,000	6
7	6,097	-	0	7	Dock fees (Moorage) Umpqua River Dock Fred Wahl	0	0	0	7
8	1,050	8,254	14,100	8	Lease/Rent Income Winchester Ave Buildings	33,480	33,480	33,480	8
9				9	Lease/Rent Income Port Building 364 N 4th	9,600	9,600	9,600	9
10				10	Pest Control pass through Nth 4th Building	280	280	280	10
11	1,000		100	11	Miscellaneous	1,000	1,000	1,000	11
12	12,375	12,375	0	12	International Paper bond fees	0	0	0	12
13	11,098	19,566	11,000	13	Poundage	12,500	12,500	12,500	13
14	6,387	6,696	5,000	14	Keycard/Hoist Receipts	6,000	6,000	6,000	14
15	950	350	500	15	Annex Rental	500	500	500	15
16	120	120	120	16	Winchester Bay Lease (Umpqua Bait)	120	120	120	16
17	30,986	5,946	0	17	PP&M Grant Port Business Plan	0	0	0	17
18		-	75,000	18	Grant/Loans Master Plan Marketing IP	75,000	75,000	75,000	18
19	96,188	45,049	45,000	19	Coos Bay Wagon Road funds	50,000	50,000	50,000	19
20		-	100	20	Sale of State Forest Products	100	100	100	20
21	150	50	100	21	Deposits: Annex Rental deposit account	100	100	100	21
22	59,167	-	0	22	Industrial Park property sale installments (Wahl)	0	0	0	22
23		-		23	Transfer In from Dock Reserve for Dock Repair				23
24		-		24	Transfer In from Capital Reserve				24
25		-		25	Transfer In from Operations Reserve				25
26		-	2,500	26	Transfer in from Maintenance Reserve	2,500	2,500	2,500	26
27	516,395	397,565	407,296	27	Total resources, except taxes to be levied	441,036	441,036	441,036	27
28			174,336	28	Taxes necessary to balance	175,046	175,046	175,046	28
29	170,648	172,792		29	Taxes collected in year levied				29
30	687,043	570,357	581,632	30	<b>TOTAL RESOURCES</b>	<b>616,082</b>	616,082	616,082	30

**DETAILED EXPENDITURES**

<b>GENERAL FUND</b>
Port of Umpqua

				PORT OF UMPQUA				
				Budget for 2013-2014 <b>June 30 2014</b>				
1	Actual		Adopted	EXPENDITURE DESCRIPTION	Proposed by Budget Officer	Approved by Budget	Adopted by Governing Body	1
	Second preceding year 10-11 <i>June 30 11</i>	First preceding year 11-12 <i>June 30 2012</i>	Budget This Year 12-13 <i>June 30 2013</i>					
				<b>PERSONAL SERVICES</b>				
2	40,000	42,000	43,500	2 Manager	45,675	45,675	45,675	2 1310000
3	19,559	20,486	22,500	3 Administrative Assistant	24,975	24,975	24,975	3 1310400
4	10,925	12,171	13,800	4 Dock/Maint. Assistant	14,490	14,490	14,490	4 1310500
5	19,727	19,450	29,781	5 Payroll liability expense/benefits	29,781	29,781	29,781	5 1310101
6	<b>90,211</b>	<b>94,107</b>	<b>109,581</b>	<b>6 TOTAL PERSONAL SERVICES</b>	<b>114,921</b>	<b>114,921</b>	<b>114,921</b>	6
7				<b>MATERIALS AND SERVICES</b>				7
8	816	582	2,500	8 Accounting	1,500	1,500	1,500	8 1321900
9	4,401	25,236	40,000	9 Professional Services	40,000	40,000	40,000	9 1321901
10	4,239	6,169	10,000	10 Executive Expenses/Travel/Training	10,000	10,000	10,000	10 1322000
11	6,650	6,950	7,500	11 Audit	7,700	7,700	7,700	11 1322100
12	74	914	1,500	12 Office Machine Upgrades	1,500	1,500	1,500	12 1322199
13	3,960	3,175	4,000	13 Office supplies	3,000	3,000	3,000	13 1322200
14	987	2,325	3,000	14 Building supplies	4,000	4,000	4,000	14 1322201
15	646	838	1,500	15 Dock Maintenance	1,500	1,500	1,500	15 1322202
16			10,000	16 Facilities Maintenance/Services	15,000	15,000	15,000	16 1322203
17	1,629	727	2,000	17 Fork Lift Maintenance	2,000	2,000	2,000	17 1322205
18	2,999	3,404	4,300	18 Telephone (phones/internet)	4,300	4,300	4,300	18 1322300
19	4,833	10,418	12,750	19 Utilities (city, garbage, PUD, web site)	13,000	13,000	13,000	19 1322301
20				20 Business Support Services	3,000	3,000	3,000	20 1322310
21	9,836	12,906	17,000	21 Insurance	17,000	17,000	17,000	21 1322400
22	1,259	1,503	3,000	22 Election expenses & Legal Notices	3,000	3,000	3,000	22 1322600
23			10,000	23 Lobbying	10,000	10,000	10,000	23 1322900
24	2,205	2,210	3,000	24 Dues & Subscriptions	3,000	3,000	3,000	24 1323200
25	0	-	100	25 Permit fees	100	100	100	25 1324100
26	9,600	9,600	9,600	26 Legal Services	9,600	9,600	9,600	26 1324200
27	0	-	1,000	27 Promotion/Marketing	1,000	1,000	1,000	27 1324300
28	47,670	1,573	0	28 Port Business Plan	0	0	0	28 1325500
29		-	1,000	29 Scholarship or Grants	1,000	1,000	1,000	29 1325600
30				30 School Assistance Officer Grant	15,000	15,000	15,000	30 1325601
31	1,226	1,259	1,300	31 DSL lease & Salmon Harbor lease	1,400	1,400	1,400	31 1325800
32	1,000	2,000	2,000	32 STEP	2,000	2,000	2,000	32 1326200
33	<b>104,030</b>	<b>91,790</b>	<b>147,050</b>	<b>33 TOTAL MATERIALS &amp; SERVICES</b>	<b>169,600</b>	<b>169,600</b>	<b>169,600</b>	33

\*INCLUDE SCHEDULE OF PAY RANGES

**DETAILED EXPENDITURES**

<b>GENERAL FUND</b>
Port of Umpqua

			PORT OF UMPQUA						
			Budget for 2013-2014 June 30 2014						
	Actual		Adopted	EXPENDITURE DESCRIPTION	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body		
	Second preceding year 10-11 June 30 11	First preceding year 11-12 June 30 2012	Budget This Year 12-13 June 30 2013						
1				<b>DEBT SERVICE</b>				1	
2	2,400	2,400	24,000	Douglas County Ind. Develop. Board	23,800	23,800	23,800	2	1325200
3	27,984	27,984	27,984	SPWF construction loan (Industrial Park)				3	1350300
4	7,827	7,827	7,827	SPWF construction loan (Winchester Bay dock)				4	1350301
5	9,075	9,080	9,700	Umpqua Bank	9,700	9,700	9,700	5	1350400
6	47,286	47,291	69,511	<b>TOTAL DEBT SERVICE</b>	<b>33,500</b>	<b>33,500</b>	<b>33,500</b>	6	
7				<b>CAPITAL OUTLAY</b>				7	
8		-	100,000	Master Plan: International Paper Co. Property	100,000	100,000	100,000	8	1326000
9	3,546	2,371	6,000	Commercial Dock Repair	10,000	10,000	10,000	9	1326100
10	7,727			Fork Lift (replace existing)	0	0	0	10	1330000
11	96,188	45,049	45,000	Wagon Rd. Funds transfer to Salmon Harbor	50,000	50,000	50,000	11	1330800
12	0	-		Capital Outlay	25,000	25,000	25,000	12	1330000
13	107,461	47,420	151,000	<b>TOTAL CAPITAL OUTLAY</b>	<b>185,000</b>	<b>185,000</b>	<b>185,000</b>	13	
14				<b>TRANSFERS OUT-</b>				14	
15				Maintenance Reserve Fund				15	1385000
16	4,500	4,200		Dock Reserve Fund				16	1385100
17	59,168	59,168		Capital Reserve Fund				17	1385200
18				Operation Reserve Fund				18	1385500
19	63,668	63,368	-	<b>TOTAL TRANSFERS OUT</b>	<b>0</b>	<b>0</b>	<b>0</b>	19	
20			104,490	<b>CONTINGENCY</b>	<b>113,061</b>	<b>113,061</b>	<b>113,061</b>	20	1340000
21	412,656	343,976	581,632	<b>TOTAL EXPENDITURES</b>	616,082	616,082	616,082	21	
22	274,387	226,381		UNAPPROPRIATED ENDING FUND BALANCE				22	
23	687,043	570,357	581,632	<b>TOTAL REQUIREMENTS</b>	616,082	616,082	616,082	23	

\*INCLUDE SCHEDULE OF PAY RANGES

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

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

**Reserve Fund  
Resources and Requirements**

Review year: 2021

				<b>MAINTENANCE RESERVE FUND</b>		<b>PORT OF UMPQUA</b>				
Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS				Budget for 2013-2014 <b>June 30 2014</b>		
Actual		Adopted						Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
Second preceding year 10-11 <b>June 30 11</b>	First preceding year 11-12 <b>June 30 2012</b>	Budget This Year 12-13 <b>June 30 2013</b>								
<b>RESOURCES</b>										
					Beginning Fund Balance:					
1	10,355	10,410	10,463	1	Cash on hand* (cash basis), or	10,466	10,466	10,466	1	
2				2	Working Capital* (accrual basis)				2	
3				3	Previously levied taxes estimated to be received				3	
4	55	56	55	4	Earning from temporary investments	25	25	25	4	
5				5	Directly deposited funds				5	
6				6	Transferred from other funds: General				6	
7	10,410	10,466	10,518	7	Total resources, except taxes to be levied	10,491	10,491	10,491	7	
8				8	Taxes necessary to balance				8	
9				9	Taxes collected in year levied				9	
10	10,410	10,466	10,518	10	<b>TOTAL RESOURCES</b>	10,491	10,491	10,491	10	
					<b>REQUIREMENTS</b>					
1				1	<b>CAPITAL OUTLAY</b>				1	
2	-	-	8,018	2	Capital Outlay	7,991	7,991	7,991	2	
3			2,500	3	Transfers Out:	2,500	2,500	2,500	3	
4	10,410	10,466		4	RESERVE FOR FUTURE EXPENDITURE				4	
5	10,410	10,466	10,518	5	<b>TOTAL REQUIREMENTS</b>	10,491	10,491	10,491	5	

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.

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

**Reserve Fund  
Resources and Requirements**

Review year: 2022

				<b>DOCK RESERVE FUND</b>		<b>PORT OF UMPQUA</b>		
Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS		Budget for 2013-2014 <b>June 30 2014</b>		
Actual		Adopted	Proposed by Budget Officer			Approved by Budget Committee	Adopted by Governing Body	
Second preceding year 10-11 <i>June 30 11</i>	First preceding year 11-12 <i>June 30 2012</i>	Budget This Year 12-13 <i>June 30 2013</i>						
				<b>RESOURCES</b>				
				1	Beginning Fund Balance:			
1	144,569	149,855	159,547	1	Cash on hand* (cash basis), or	156,309	156,309	156,309
2				2	Working Capital* (accrual basis)			
3				3	Previously levied taxes estimated to be received			
4	786	844	850	4	Earning from temporary investments	350	350	350
5		8,910	4,000	5	Directly deposited funds	4,000	4,000	4,000
6	4,500	4,200		6	Transferred from other funds: General			
7	149,855	163,809	164,397	7	Total resources, except taxes to be levied	160,659	160,659	160,659
8				8	Taxes necessary to balance			
9				9	Taxes collected in year levied			
10	149,855	163,809	164,397	10	<b>TOTAL RESOURCES</b>	160,659	160,659	160,659
					<b>REQUIREMENTS</b>			
1				1	<b>CAPITAL OUTLAY</b>			
2		7,500	164,397	2	Capital Outlay	160,659	160,659	160,659
3				3	Transfer Out:			
4	149,855	156,309		4	RESERVE FOR FUTURE EXPENDITURE			
5	149,855	163,809	164,397	5	<b>TOTAL REQUIREMENTS</b>	160,659	160,659	160,659

FORM LB-11

This fund is authorized and established by resolution number # 94-6 on July 7, 1994 for the following specified purposes: capital improvements and acquisitions

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

**Reserve Fund  
Resources and Requirements**

Review year: 2014

				<b>CAPITAL RESERVE FUND</b>		<b>PORT OF UMPQUA</b>			
Historical Data				Budget for 2013-2014 <b>June 30 2014</b>					
Actual		Adopted		DESCRIPTION RESOURCES AND REQUIREMENTS		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
Second preceding year 10-11 <b>June 30 11</b>	First preceding year 11-12 <b>June 30 2012</b>	Budget This Year 12-13 <b>June 30 2013</b>							
<b>RESOURCES</b>									
				Beginning Fund Balance:					
1	508,600	590,034	617,793	1	Cash on hand* (cash basis), or	612,588	612,588	612,588	1
2				2	Working Capital* (accrual basis)				2
3				3	Previously levied taxes estimated to be received				3
4	2,908	3,366	3,300	4	Earning from temporary investments	1,200	1,200	1,200	4
5	195,862			5	Directly deposited funds				5
6	59,168	59,168		6	Transferred from other funds: General				6
7	766,538	652,568	621,093	7	Total resources, except taxes to be levied	613,788	613,788	613,788	7
8				8	Taxes necessary to balance				8
9				9	Taxes collected in year levied				9
10	766,538	652,568	621,093	10	<b>TOTAL RESOURCES</b>	613,788	613,788	613,788	10
<b>REQUIREMENTS</b>									
1				1	<b>CAPITAL OUTLAY</b>				1
2	176,504	40,010	621,093	2	Capital Outlay	613,788	613,788	613,788	2
3				3	Transfers Out:				3
4	590,034	612,558		4	RESERVE FOR FUTURE EXPENDITURE				4
5	766,538	652,568	621,093	5	<b>TOTAL REQUIREMENTS</b>	613,788	613,788	613,788	5

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\*Includes unappropriated balance budgeted last year

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FORM LB-11

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

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

**Reserve Fund  
Resources and Requirements**

Review year: 2018

				<b>OPERATION RESERVE FUND</b>		<b>PORT OF UMPQUA</b>			
Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS		Budget for 2013-2014 <b>June 30 2014</b>			
Actual		Adopted				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
Second preceding year 10-11 <i>June 30 11</i>	First preceding year 11-12 <i>June 30 2012</i>	Budget This Year 12-13 <i>June 30 2013</i>							
<b>RESOURCES</b>									
					Beginning Fund Balance:				
1	82,497	82,932	83,359	1	Cash on hand* (cash basis), or	83,379	83,379	83,379	1
2				2	Working Capital* (accrual basis)				2
3				3	Previously levied taxes estimated to be received				3
4	435	447	400	4	Earning from temporary investments	200	200	200	4
5				5	Directly deposited funds				5
6				6	Transferred from other funds: General				6
7	82,932	83,379	83,759	7	Total resources, except taxes to be levied	83,579	83,579	83,579	7
8				8	Taxes necessary to balance				8
9				9	Taxes collected in year levied				9
10	82,932	83,379	83,759	10	<b>TOTAL RESOURCES</b>	83,579	83,579	83,579	10
					<b>REQUIREMENTS</b>				
1				1	<b>CAPITAL OUTLAY</b>				1
2		0	83,759	2	Capital Outlay:	83,579	83,579	83,579	2
3				3	Transfers Out :				3
4	82,932	83,379		4	RESERVE FOR FUTURE EXPENDITURE				4
5	82,932	83,379	83,759	5	<b>TOTAL REQUIREMENTS</b>	83,579	83,579	83,579	5