

**FORM
LB-20**

**RESOURCES
GENERAL FUND
Port Operations**

Port of Umpqua

	Historical Data				RESOURCE DESCRIPTION	Budget for 2018-2019 June 30, 2019			
	Actual		Adopted	Current		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 115-16 June 30, 2016	First Preceding Year 16/17 June 30, 2017	Adopted Budget This Year 17-18 June 30, 2018	Budget @83% of year through April 30, 2018					
1	412,741	439,883	439,883		1 Available cash on hand* (cash basis) or	435,586			1
2			-		2 Net working capital (accrual basis)				2
3	10,321	9,164	11,500	7,998	3 Previously levied taxes estimated to be received	9,500			3 1211000
4	510	536	500	455	4 Interest	500			4 1212000
5		0	-	-	5 Transferred IN, from other funds	-			5
					OTHER RESOURCES				
6	13,324	13,457	13,500	6,641	6 Industrial Park lease (Tyree property lease income)	6,700			6 1213000
7	9,633	11,152	10,500	9,143	7 Lease/Rent Income Winchester Ave Buildings	11,000			7 1213110
8	0	0	1,000	13	8 Miscellaneous	1,000			8 1213200
9	22,510	23,801	25,000	21,353	9 Poundage	25,000			9 1213600
10	8,863	9,502	8,000	9,324	10 Keycard/Hoist Receipts	9,000			10 1213601
11	0	8,277	10,000	15,275	11 Ice Machine Revenue	15,000			11 1213602
12	200	150	500	225	12 Annex Rental	300			12 1213700
13	0	0	100	-	13 Deposits: Annex Rental deposit account	100			13 1213701
14	120	120	120	100	14 Winchester Bay Lease (Umpqua Bait)	120			14 1221000
15	32,010	27,913	50,000	28,734	15 Coos Bay Wagon Road funds	50,000			15 1223300
16	469	255	100	4,344	16 Sale of State Forest Products	500			16 1230100
17	4950	0	50,000	-	17 Grants received	50,000			17 1230200
18	6000	0	34,000	-	18 Cooperative Community Marketing Project	34,000			18 1230300
19	521,650	544,210	654,703	103,606	19 Total resources, except taxes to be levied	648,306	-	-	19
20			193,070	185,901	20 Taxes estimated to be received	197,325			20 1211100
21	184,283	186,432			21 Taxes collected in year levied				21
22	705,933	730,641	847,773	289,507	22 TOTAL RESOURCES	845,631	-	-	22

**REQUIREMENTS SUMMARY
 ALLOCATED TO AN ORGANIZATIONAL UNIT OR
 PROGRAM & ACTIVITY
 GENERAL FUND**

**FORM
 LB-30**

					Port of Umpqua						
Historical Data					Budget for 2018-2019 June 30, 2019						
Actual		Adopted	Current	REQUIREMENTS FOR: Port Operations		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 115-16 June 30, 2016	First Preceding Year 16/17 June 30, 2017	Adopted Budget This Year 17-18 June 30, 2018	Budget @83% of year through April 30, 2018								
PERSONNEL SERVICES											
1	46,817	48,222	52,500	43,333	1	Manager	53,500			1	1310000
2	25,351	26,129	29,000	22,399	2	Administrative Assistant	30,000			2	1310400
3	14,064	23,045	40,000	22,354	3	Dock/Maint. Assistant	40,000			3	1310500
4	31,311	32,283	48,000	28,625	4	Payroll Liabilities/Benefits	48,000			4	1310101
5	117,544	129,679	169,500	116,712	5	TOTAL PERSONNEL SERVICES	171,500	0	0	5	
6	2.25	2.25	2.75	2.75	6	Total Full-Time Equivalent (FTE)	3.00	3.00	3.00	6	
MATERIALS AND SERVICES											
7	0	51	1,000	-	7	Accounting	500			7	1321900
8	8,837	3,136	40,000	8,689	8	Professional Services	40,000			8	1321901
9	3,668	3,465	10,000	4,063	9	Executive Expenses/Travel/Training	10,000			9	1322000
10	7,550	7,750	8,000	7,850	10	Audit	8,200			10	1322100
11	380	0	1,500	35	11	Office Machine Upgrades	1,500			11	1322199
12	1,208	1,678	2,000	1,723	12	Office supplies	2,000			12	1322200
13	123	400	3,000	77	13	Building supplies	1,500			13	1322201
14	1,470	1,980	3,000	1,612	14	Dock Maintenance	3,000			14	1322202
15	5,397	6,849	10,000	5,314	15	Facilities Maintenance/Services	10,000			15	1322203
16	1,550	1,340	3,500	1,560	16	Fork Lift Maintenance	3,500			16	1322205
17	0	716	2,500	367	17	Ice Machine Maintenance	2,500			17	1322206
18	2,908	2,741	4,000	1,995	18	Telephone (phones/internet)	4,000			18	1322300
19	10,719	12,997	16,000	11,994	19	Utilities (city, garbage, PUD, web site)	16,000			19	1322301
20	1,513	2,695	3,500	2,466	20	Business Support Services	2,000			20	1322310
21	12,656	12,628	15,500	12,189	21	Insurance	16,000			21	1322400
22	1,397	1,849	3,000	180	22	Election expenses & Legal Notices	3,000			22	1322600
23	500	0	10,000	-	23	Lobbying	10,000			23	1322900
24	3,535	3,352	4,500	4,472	24	Membership Dues & Subscriptions	7,000			24	1323200
25	0	0	100	-	25	Permit fees	100			25	1324100
26	9,367	2,140	12,000	6,034	26	Legal Services	12,000			26	1324200
27	100	0	1,000	50	27	Promotion/Marketing	1,000			27	1324300
28	0	0	1,000	-	28	Scholarship or Grants	1,000			28	1325600
29	0	0	2,000	-	29	Property Taxes (Real Property)	2,000			29	1325700
30	951	976	1,100	1,002	30	DSL lease & Salmon Harbor lease	1,200			30	1325800
31	0	5,000	5,000	-	31	STEP	5,000			31	1326200
32	73,829	71,743	163,200	71,671	32	TOTAL MATERIALS AND SERVICES	163,000	-	-	32	
CAPITAL OUTLAY											
33	0	0	10,000	1,144	33	Commercial Dock Repair	10,000			33	1326100
34	25,421	35,736	125,000	25,803	34	Capital Outlay	125,000			34	1330000
35	25,421	35,736	135,000	26,947	35	TOTAL CAPITAL OUTLAY	135,000	-	-	35	
36	216,793	237,158	467,700	215,330	36	TOTAL ORGANIZATIONAL REQUIREMENTS	469,500	-	-	36	

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 2018-2019 June 30, 2019			
Actual		Adopted	Current	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 115-16 June 30, 2016	First Preceding Year 16/17 June 30, 2017	Adopted Budget This Year 17-18 June 30, 2018	Budget @83% of year through April 30, 2018						
					DEBT SERVICE				
1	-	-	-	1	TOTAL DEBT SERVICE	-	-	-	1
					SPECIAL PAYMENTS				
2	32,010	27,913	50,000	2	Wagon Road Fund Pass-through Salmon Harbor	50,000			2 1330800
3	2,000	21,500	45,000	3	Grant Funding Available	45,000			3 1330801
4	-	-	40,000	4	Cooperative Community Marketing Project	40,000			4 1330802
5	34,010	49,413	135,000	5	TOTAL SPECIAL PAYMENTS	135,000	-	-	5
					INTERFUND TRANSFERS OUT				
6	15,000	15,000	15,000	6	Maintenance Reserve Fund	-			6 1385000
7	-	-	-	7	Dock Reserve Fund				7 1385100
8	-	-	-	8	Capital Reserve Fund				8 1385200
9	-	-	-	9	Operation Reserve Fund	-			9 1385500
10	15,000	15,000	15,000	10	TOTAL INTERFUND TRANSFERS	-	-	-	10
					OPERATING CONTINGENCY				
11			230,073	11	TOTAL OPERATING CONTINGENCY	241,131			11 1340000
12	49,010	64,413	380,073	12	Total Requirements Unallocated	376,131	-	-	12
13	216,793	237,158	467,700	13	Total Organizational (allocated) Requirements	469,500	-	-	13
14				14	Reserved for future expenditure				14
15	440,130	429,070		15	Ending balance (prior years)				15
16				16	UNAPPROPRIATED ENDING FUND BALANCE				16
17	705,933	730,641	847,773	17	TOTAL REQUIREMENTS	845,631	-	-	17

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				Current Budget @83% of year through April 30, 2018	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2018-2019 June 30, 2019		
Actual		Adopted						
Second Preceding Year 115-16 June 30, 2016	First Preceding Year 16/17 June 30, 2017	Adopted Budget This Year 17-18 June 30, 2018	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body	
					RESOURCES			
1	10,524	25,560	40,593		1 Cash on hand* (cash basis) or	55,674		1
2					2 Working Capital (accrual basis)			2
3					3 Previously levied taxes estimated to be received			3
4	36	57	75	56	4 Interest	60		4
5	15,000	15,000	15,000	15,000	5 Transferred IN, from other funds	-		5
6					6 Directly deposited funds			6
7	25,560	40,617	55,668	15,056	7 Total Resources, except taxes to be levied	55,734	-	-
8					8 Taxes estimated to be received			8
9					9 Taxes collected in year levied			9
10	25,560	40,617	55,668	15,056	10 TOTAL RESOURCES	55,734	-	-
					REQUIREMENTS**			
11			55,668	-	11 Capital Outlay > Port Operation	55,734		11
12					12 Transfers Out > Port Operation			12
13					13 Ending balance (prior years)			13
14	25,560	40,617			14 RESERVED FOR FUTURE EXPENDITURE			14
15	25,560	40,617	55,668	-	15 TOTAL REQUIREMENTS	55,734	-	-

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			
					DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2018-2019 June 30, 2019			
Historical Data		Adopted	Current						
Actual	Adopted	Current							
Second Preceding Year 115-16 June 30, 2016	First Preceding Year 16/17 June 30, 2017	Adopted Budget This Year 17-18 June 30, 2018	Budget @83% of year through April 30, 2018						
					RESOURCES				
1	190,933	211,933	211,933	1	Cash on hand* (cash basis) or	171,124			1
2				2	Working Capital (accrual basis)				2
3				3	Previously levied taxes estimated to be received				3
4	300	327	330	264	4 Interest	300			4
5				5	5 Transferred IN, from other funds				5
6	20,700	13,590	15,000	6,690	6 Directly deposited funds	6,000			6
7	211,933	225,850	227,263	6,954	7 Total Resources, except taxes to be levied	177,424	-	-	7
8				8	8 Taxes estimated to be received				8
9				9	9 Taxes collected in year levied				9
10	211,933	225,850	227,263	6,954	10 TOTAL RESOURCES	177,424	-	-	10
					REQUIREMENTS**				
11	-	-	227,263	11	11 Capital Outlay > Port Operation	177,424			11
12				12	12 Transfers Out > Port Operation				12
13				13	13 Ending balance (prior years)				13
14	211,933	225,850		14	RESERVED FOR FUTURE EXPENDITURE				14
15	211,933	225,850	227,263	15	TOTAL REQUIREMENTS	177,424	-	-	15

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, 2018	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2018-2019 June 30, 2019				
Actual		Adopted	Adopted Budget This Year 17-18 June 30, 2018			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 115-16 June 30, 2016	First Preceding Year 16/17 June 30, 2017									
RESOURCES										
1	469,057	429,063	429,063		1	Cash on hand* (cash basis) or	326,344			1
2					2	Working Capital (accrual basis)				2
3					3	Previously levied taxes estimated to be received				3
4	696	515	500	410	4	Interest	300			4
5					5	Transferred IN, from other funds				5
6					6	Directly deposited funds				6
7	469,753	429,578	429,563	410	7	Total Resources, except taxes to be levied	326,644	-	-	7
8				-	8	Taxes estimated to be received				8
9					9	Taxes collected in year levied				9
10	469,753	429,578	429,563	410	10	TOTAL RESOURCES	326,644	-	-	10
REQUIREMENTS**										
11	40,689	40,690	429,563	40,690	11	Capital Outlay > Port Operation	326,644			11
12					12	Transfers Out > Operation Fund	-			12
13					13	Ending balance (prior years)				13
14	429,064	388,888			14	RESERVED FOR FUTURE EXPENDITURE				14
15	469,753	429,578	429,563	-	15	TOTAL REQUIREMENTS	326,644	-	-	15

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 Budget @83% of year through April 30, 2018	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2018-2019 June 30, 2019			
Actual		Adopted	Adopted Budget This Year 17-18 June 30, 2018			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 115-16 June 30, 2016	First Preceding Year 16/17 June 30, 2017								
RESOURCES									
1	119,099	119,279	119,279		1 Cash on hand* (cash basis) or	119,608		1	
2					2 Working Capital (accrual basis)			2	
3					3 Previously levied taxes estimated to be received			3	
4	180	180	180	150	4 Interest	120		4	
5					5 Transferred IN, from other funds	-		5	
6					6 Directly deposited funds			6	
7	119,279	119,459	119,459	150	7 Total Resources, except taxes to be levied	119,728	-	-	
8					8 Taxes estimated to be received			8	
9					9 Taxes collected in year levied			9	
10	119,279	119,459	119,459		10 TOTAL RESOURCES	119,728	-	-	
REQUIREMENTS**									
11			119,459		11 Capital Outlay >	119,728		11	
12					12 Transfers Out > Port Operation	-		12	
13					13 Ending balance (prior years)			13	
14	119,279	119,459			14 RESERVED FOR FUTURE EXPENDITURE			14	
15	119,279	119,459	119,459		15 TOTAL REQUIREMENTS	119,728	-	-	