

**FORM
LB-20**

**RESOURCES
GENERAL FUND
Port Operations**

Port of Umpqua

	Historical Data			RESOURCE DESCRIPTION	Budget for 2018-2019 June 30, 2019			
	Actual		Adopted		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					
1	412,741	439,883	439,883	1 Available cash on hand* (cash basis) or	435,586	435,586	435,586	1
2			-	2 Net working capital (accrual basis)				2
3	10,321	9,164	11,500	3 Previously levied taxes estimated to be received	9,500	9,500	9,500	3 1211000
4	510	536	500	4 Interest	500	500	500	4 1212000
5		0	-	5 Transferred IN, from other funds	-	-		5
				OTHER RESOURCES				
6	13,324	13,457	13,500	6 Industrial Park lease (Tyree property lease income)	6,700	6,700	6,700	6 1213000
7	9,633	11,152	10,500	7 Lease/Rent Income Winchester Ave Buildings	11,000	11,000	11,000	7 1213110
8	0	0	1,000	8 Miscellaneous	1,000	1,000	1,000	8 1213200
9	22,510	23,801	25,000	9 Poundage	25,000	25,000	25,000	9 1213600
10	8,863	9,502	8,000	10 Keycard/Hoist Receipts	9,000	9,000	9,000	10 1213601
11	0	8,277	10,000	11 Ice Machine Revenue	15,000	15,000	15,000	11 1213602
12	200	150	500	12 Annex Rental	300	300	300	12 1213700
13	0	0	100	13 Deposits: Annex Rental deposit account	100	100	100	13 1213701
14	120	120	120	14 Winchester Bay Lease (Umpqua Bait)	120	120	120	14 1221000
15	32,010	27,913	50,000	15 Coos Bay Wagon Road funds	50,000	50,000	50,000	15 1223300
16	469	255	100	16 Sale of State Forest Products	500	500	500	16 1230100
17	4950	0	50,000	17 Grants received	50,000	50,000	50,000	17 1230200
18	6000	0	34,000	18 Cooperative Community Marketing Project	34,000	34,000	34,000	18 1230300
19	521,650	544,210	654,703	19 Total resources, except taxes to be levied	648,306	648,306	648,306	19
20			193,070	20 Taxes estimated to be received	197,325	197,325	197,325	20 1211100
21	184,283	186,432		21 Taxes collected in year levied				21
22	705,933	730,641	847,773	22 TOTAL RESOURCES	845,631	845,631	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	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								
			PERSONNEL SERVICES							
1	46,817	48,222	52,500	1	Manager	53,500	53,500	53,500	1	1310000
2	25,351	26,129	29,000	2	Administrative Assistant	30,000	30,000	30,000	2	1310400
3	14,064	23,045	40,000	3	Dock/Maint. Assistant	40,000	40,000	40,000	3	1310500
4	31,311	32,283	48,000	4	Payroll Liabilities/Benefits	48,000	48,000	48,000	4	1310101
5	117,544	129,679	169,500	5	TOTAL PERSONNEL SERVICES	171,500	171,500	0	5	
6	2.25	2.25	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	500	500	7	1321900
8	8,837	3,136	40,000	8	Professional Services	40,000	40,000	40,000	8	1321901
9	3,668	3,465	10,000	9	Executive Expenses/Travel/Training	10,000	10,000	10,000	9	1322000
10	7,550	7,750	8,000	10	Audit	8,200	8,200	8,200	10	1322100
11	380	0	1,500	11	Office Machine Upgrades	1,500	1,500	1,500	11	1322199
12	1,208	1,678	2,000	12	Office supplies	2,000	2,000	2,000	12	1322200
13	123	400	3,000	13	Building supplies	1,500	1,500	1,500	13	1322201
14	1,470	1,980	3,000	14	Dock Maintenance	3,000	3,000	3,000	14	1322202
15	5,397	6,849	10,000	15	Facilities Maintenance/Services	10,000	10,000	10,000	15	1322203
16	1,550	1,340	3,500	16	Fork Lift Maintenance	3,500	3,500	3,500	16	1322205
17	0	716	2,500	17	Ice Machine Maintenance	2,500	2,500	2,500	17	1322206
18	2,908	2,741	4,000	18	Telephone (phones/internet)	4,000	4,000	4,000	18	1322300
19	10,719	12,997	16,000	19	Utilities (city, garbage, PUD, web site)	16,000	16,000	16,000	19	1322301
20	1,513	2,695	3,500	20	Business Support Services	2,000	2,000	2,000	20	1322310
21	12,656	12,628	15,500	21	Insurance	16,000	16,000	16,000	21	1322400
22	1,397	1,849	3,000	22	Election expenses & Legal Notices	3,000	3,000	3,000	22	1322600
23	500	0	10,000	23	Lobbying	10,000	10,000	10,000	23	1322900
24	3,535	3,352	4,500	24	Membership Dues & Subscriptions	7,000	7,000	7,000	24	1323200
25	0	0	100	25	Permit fees	100	100	100	25	1324100
26	9,367	2,140	12,000	26	Legal Services	12,000	12,000	12,000	26	1324200
27	100	0	1,000	27	Promotion/Marketing	1,000	1,000	1,000	27	1324300
28	0	0	1,000	28	Scholarship or Grants	1,000	1,000	1,000	28	1325600
29	0	0	2,000	29	Property Taxes (Real Property)	2,000	2,000	2,000	29	1325700
30	951	976	1,100	30	DSL lease & Salmon Harbor lease	1,200	1,200	1,200	30	1325800
31	0	5,000	5,000	31	STEP	5,000	5,000	5,000	31	1326200
32	73,829	71,743	163,200	32	TOTAL MATERIALS AND SERVICES	163,000	163,000	163,000	32	
			CAPITAL OUTLAY							
33	0	0	10,000	33	Commercial Dock Repair	10,000	10,000	10,000	33	1326100
34	25,421	35,736	125,000	34	Capital Outlay	125,000	125,000	125,000	34	1330000
35	25,421	35,736	135,000	35	TOTAL CAPITAL OUTLAY	135,000	135,000	135,000	35	
36	216,793	237,158	467,700	36	TOTAL ORGANIZATIONAL REQUIREMENTS	469,500	469,500	469,500	36	

**FORM
LB-30**

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

				Port Operations			Port of Umpqua		
Historical Data				REQUIREMENTS DESCRIPTION	Budget for 2018-2019 June 30, 2019				
Actual		Adopted	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							
				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	50,000	50,000	2 1330800
3	2,000	21,500	45,000	3	Grant Funding Available	45,000	45,000	45,000	3 1330801
4	-	-	40,000	4	Cooperative Community Marketing Project	40,000	40,000	40,000	4 1330802
5	34,010	49,413	135,000	5	TOTAL SPECIAL PAYMENTS	135,000	135,000	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	241,131	241,131	11 1340000
12	49,010	64,413	380,073	12	Total Requirements Unallocated	376,131	376,131	376,131	12
13	216,793	237,158	467,700	13	Total Organizational (allocated) Requirements	469,500	469,500	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	845,631	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			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2018-2019 June 30, 2019					
Actual		Adopted		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							
RESOURCES									
1	10,524	25,560	40,593	1	Cash on hand* (cash basis) or	55,674	55,674	55,674	1
2				2	Working Capital (accrual basis)				2
3				3	Previously levied taxes estimated to be received				3
4	36	57	75	4	Interest	60	60	60	4
5	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	7	Total Resources, except taxes to be levied	55,734	55,734	55,734	7
8				8	Taxes estimated to be received				8
9				9	Taxes collected in year levied				9
10	25,560	40,617	55,668	10	TOTAL RESOURCES	55,734	55,734	55,734	10
REQUIREMENTS**									
11			55,668	11	Capital Outlay > Port Operation	55,734	55,734	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	55,734	55,734	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 2018-2019 June 30, 2019				
Actual		Adopted			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							
RESOURCES									
1	190,933	211,933	211,933	1	Cash on hand* (cash basis) or	171,124	171,124	171,124	1
2				2	Working Capital (accrual basis)				2
3				3	Previously levied taxes estimated to be received				3
4	300	327	330	4	Interest	300	300	300	4
5				5	Transferred IN, from other funds				5
6	20,700	13,590	15,000	6	Directly deposited funds	6,000	6,000	6,000	6
7	211,933	225,850	227,263	7	Total Resources, except taxes to be levied	177,424	177,424	177,424	7
8				8	Taxes estimated to be received				8
9				9	Taxes collected in year levied				9
10	211,933	225,850	227,263	10	TOTAL RESOURCES	177,424	177,424	177,424	10
REQUIREMENTS**									
11	-	-	227,263	11	Capital Outlay > Port Operation	177,424	177,424	177,424	11
12				12	Transfers Out > Port Operation				12
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	177,424	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				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2018-2019 June 30, 2019				
Actual		Adopted			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							
				RESOURCES					
1	469,057	429,063	429,063	1	Cash on hand* (cash basis) or	326,344	326,344	326,344	1
2				2	Working Capital (accrual basis)				2
3				3	Previously levied taxes estimated to be received				3
4	696	515	500	4	Interest	300	300	300	4
5				5	Transferred IN, from other funds				5
6				6	Directly deposited funds				6
7	469,753	429,578	429,563	7	Total Resources, except taxes to be levied	326,644	326,644	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	10	TOTAL RESOURCES	326,644	326,644	326,644	10
				REQUIREMENTS**					
11	40,689	103,644	429,563	11	Capital Outlay > Port Operation	326,644	326,644	326,644	11
12				12	Transfers Out > Operation Fund	-			12
13				13	Ending balance (prior years)				13
14	429,064	325,934		14	RESERVED FOR FUTURE EXPENDITURE				14
15	469,753	429,578	429,563	15	TOTAL REQUIREMENTS	326,644	326,644	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				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2018-2019 June 30, 2019				
Actual		Adopted			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							
RESOURCES									
1	119,099	119,279	119,279	1	Cash on hand* (cash basis) or	119,608	119,608	119,608	1
2				2	Working Capital (accrual basis)				2
3				3	Previously levied taxes estimated to be received				3
4	180	180	180	4	Interest	120	120	120	4
5				5	Transferred IN, from other funds	-	-	-	5
6				6	Directly deposited funds				6
7	119,279	119,459	119,459	7	Total Resources, except taxes to be levied	119,728	119,728	119,728	7
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	119,728	119,728	10
REQUIREMENTS**									
11			119,459	11	Capital Outlay >	119,728	119,728	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	119,728	119,728	15