

**FORM  
LB-20**

**RESOURCES  
GENERAL FUND  
Port Operations**

Port of Umpqua

	Historical Data				RESOURCE DESCRIPTION	Budget for 2019-2020 <b>June 30, 2020</b>			
	Actual		Adopted	Current		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 16-17 <b>June 30, 2017</b>	First Preceding Year 17-18 <b>June 30, 2018</b>	Adopted Budget This Year 18-19 <b>June 30, 2019</b>	Budget @75% of year through March 31, 2019					
1	439,883	422,845	435,586		1 Available cash on hand* (cash basis) or	438,958			1
2					2 Net working capital (accrual basis)				2
3	9,164	8,959	9,500	8,016	3 Previously levied taxes estimated to be received	9,000			3 1211000
4	536	572	500	475	4 Interest	500			4 1212000
5	0			-	5 Transferred IN, from other funds	-			5
					OTHER RESOURCES				
			900		Industrial Park lease 3 (NLM LLC property lease income)	5,400			1212100
6	13,457	8,298	6,700	5,048	6 Industrial Park lease 2 (Tyree property lease income)	6,852			6 1213000
7	11,152	11,801	11,000	8,291	7 Lease/Rent Income Winchester Ave Buildings	15,096			7 1213110
8	0	13	1,000	-	8 Miscellaneous	1,000			8 1213200
9	23,801	26,844	25,000	63,935	9 Poundage	28,000			9 1213600
10	9,502	11,690	9,000	10,884	10 Keycard/Hoist Receipts	10,000			10 1213601
11	8,277	17,875	15,000	22,765	11 Ice Machine Revenue	18,000			11 1213602
12	150	225	300	75	12 Annex Rental	300			12 1213700
13	0	0	100	-	13 Deposits: Annex Rental deposit account	100			13 1213701
14	120	120	120	90	14 Winchester Bay Lease (Umpqua Bait)	120			14 1221000
15	27,913	44,037	50,000	-	15 Coos Bay Wagon Road funds	50,000			15 1223300
16	255	5,357	500	2,473	16 Sale of State Forest Products	1,500			16 1230100
17	0	0	50,000	112	17 Grants received	50,000			17 1230200
18	0	0	34,000	-	18 Cooperative Community Marketing Project	-			18 1230300
19	544,210	558,636	648,306	123,064	19 Total resources, except taxes to be levied	634,826	-	-	19
20			197,325	194,327	20 Taxes estimated to be received	206,703			20 1211100
21	186,432	191,519			21 Taxes collected in year levied				21
22	<b>730,641</b>	<b>750,154</b>	<b>845,631</b>	<b>317,392</b>	<b>22 TOTAL RESOURCES</b>	<b>841,529</b>	<b>-</b>	<b>-</b>	<b>22</b>

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

**FORM  
 LB-30**

					Port of Umpqua				
Historical Data					Budget for 2019-2020 <b>June 30, 2020</b>				
Actual		Adopted	Current	REQUIREMENTS FOR: Port Operations		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 16-17 <b>June 30, 2017</b>	First Preceding Year 17-18 <b>June 30, 2018</b>	Adopted Budget This Year 18-19 <b>June 30, 2019</b>	Budget @75% of year through March 31, 2019						
<b>PERSONNEL SERVICES</b>									
1	48,222	52,000	53,500	39,975	1 Manager	56,500			1 1310000
2	26,129	26,966	30,000	20,782	2 Administrative Assistant	30,500			2 1310400
3	23,045	29,437	40,000	19,731	3 Dock/Maint. Assistant	45,000			3 1310500
4	32,283	34,385	48,000	27,141	4 Payroll Liabilities/Benefits	50,000			4 1310101
<b>7</b>	<b>129,679</b>	<b>142,789</b>	<b>171,500</b>	<b>107,630</b>	<b>5 TOTAL PERSONNEL SERVICES</b>	<b>182,000</b>	<b>0</b>	<b>0</b>	<b>7</b>
<b>8</b>	<b>2.25</b>	<b>2.25</b>	<b>3.00</b>	<b>2.75</b>	<b>6 Total Full-Time Equivalent (FTE)</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>8</b>
<b>MATERIALS AND SERVICES</b>									
7	51	0	500	-	7 Accounting	500			7 1321900
8	3,136	9,623	40,000	2,459	8 Professional Services	30,000			8 1321901
9	3,465	4,528	10,000	2,758	9 Executive Expenses/Travel/Training	7,000			9 1322000
10	7,750	7,850	8,200	8,150	10 Audit	8,500			10 1322100
11	0	79	1,500	-	11 Office Machine Upgrades	1,500			11 1322199
12	1,678	1,870	2,000	1,329	12 Office supplies	2,000			12 1322200
13	400	304	1,500	187	13 Building supplies	1,500			13 1322201
14	1,980	1,857	3,000	2,662	14 Dock Maintenance	3,500			14 1322202
15	6,849	7,556	10,000	2,948	15 Facilities Maintenance/Services	10,000			15 1322203
16	1,340	2,429	3,500	2,250	16 Fork Lift Maintenance	6,500			16 1322205
17	716	2,495	2,500	1,689	17 Ice Machine Maintenance	6,000			17 1322206
18	2,741	2,156	4,000	2,387	18 Telephone (phones/internet)	4,000			18 1322300
19	12,997	15,340	16,000	10,897	19 Utilities (city, garbage, PUD, web site)	18,500			19 1322301
20	2,695	3,010	2,000	1,193	20 Business Support Services	3,000			20 1322310
21	12,628	12,264	16,000	12,733	21 Insurance	18,000			21 1322400
22	1,849	786	3,000	196	22 Election expenses & Legal Notices	3,000			22 1322600
23	0	0	10,000	500	23 Lobbying	5,000			23 1322900
24	3,352	4,380	7,000	5,610	24 Membership Dues & Subscriptions	7,500			24 1323200
25	0	0	100	-	25 Permit fees	100			25 1324100
26	2,140	6,414	12,000	2,361	26 Legal Services	12,000			26 1324200
27	0	50	1,000	1,000	27 Promotion/Marketing	1,000			27 1324300
28	0	0	1,000	-	28 Scholarship or Grants	1,000			28 1325600
30	0	0	2,000	-	30 Property Taxes (Real Property)	2,000			30 1325700
31	976	1,002	1,200	908	31 DSL lease & Salmon Harbor lease	1,065			31 1325800
32	5,000	0	5,000	-	32 STEP	5,000			32 1326200
<b>33</b>	<b>71,743</b>	<b>83,991</b>	<b>163,000</b>	<b>62,217</b>	<b>33 TOTAL MATERIALS AND SERVICES</b>	<b>158,165</b>	<b>-</b>	<b>-</b>	<b>33</b>
<b>CAPITAL OUTLAY</b>									
34	0	1,144	10,000	-	34 Commercial Dock Repair	10,000			34 1326100
35	35,736	25,803	125,000	-	35 Capital Outlay	125,000			35 1330000
<b>36</b>	<b>35,736</b>	<b>26,947</b>	<b>135,000</b>	<b>-</b>	<b>36 TOTAL CAPITAL OUTLAY</b>	<b>135,000</b>	<b>-</b>	<b>-</b>	<b>36</b>
<b>37</b>	<b>237,158</b>	<b>253,727</b>	<b>469,500</b>	<b>169,846</b>	<b>37 TOTAL ORGANIZATIONAL REQUIREMENTS</b>	<b>475,165</b>	<b>-</b>	<b>-</b>	<b>37</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 2019-2020 <span style="color: red;">June 30, 2020</span>						
Actual		Adopted	Current			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 16-17 <span style="color: red;">June 30, 2017</span>	First Preceding Year 17-18 <span style="color: red;">June 30, 2018</span>	Adopted Budget This Year 18-19 <span style="color: red;">June 30, 2019</span>	Budget @75% of year through March 31, 2019									
					DEBT SERVICE							
1	-	-	-	-	1	<b>TOTAL DEBT SERVICE</b>		-	-	-	1	
					SPECIAL PAYMENTS							
2	27,913	44,037	50,000	-	2	Wagon Road Fund Pass-through Salmon Harbor		50,000			2	1330800
3	21,500	25,000	45,000	-	3	Grant Funding Available		45,000			3	1330801
4	-	6,000	40,000	-	4	Cooperative Community Marketing Project		-	-	-	4	1330802
5	49,413	75,037	135,000	-	5	<b>TOTAL SPECIAL PAYMENTS</b>		95,000	-	-	5	
					INTERFUND TRANSFERS OUT							
6	15,000	15,000		-	6	Maintenance Reserve Fund		-			6	1385000
7	-				7	Dock Reserve Fund					7	1385100
						Capital Projects Fund (new)						
8	-				8	Capital Reserve Fund (dissolved)		X			8	1385200
9	-				9	Operation Reserve Fund (dissolved)		X			9	1385500
10	15,000	15,000	-	-	10	<b>TOTAL INTERFUND TRANSFERS</b>		-	-	-	10	
					OPERATING CONTINGENCY							
11			241,131	-	11	<b>TOTAL OPERATING CONTINGENCY</b>		271,364			11	1340000
12	64,413	90,037	376,131	-	12	<b>Total Requirements Unallocated</b>		366,364	-	-	12	
13	237,158	253,727	469,500	169,846	13	<b>Total Organizational (allocated) Requirements</b>		475,165	-	-	13	
14					14	<b>Reserved for future expenditure</b>					14	
15	429,070	406,390			15	Ending balance (prior years)					15	
16					16	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>					16	
17	730,641	750,154	845,631	169,846	17	<b>TOTAL REQUIREMENTS</b>		841,529	-	-	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 2019-2020 <span style="color: red;">June 30, 2020</span>		
Actual		Adopted	Current			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 16-17 <span style="color: red;">June 30, 2017</span>	First Preceding Year 17-18 <span style="color: red;">June 30, 2018</span>	Adopted Budget This Year 18-19 <span style="color: red;">June 30, 2019</span>	Budget @75% of year through March 31, 2019					
					RESOURCES			
1	25,560	40,617	55,674		1 Cash on hand* (cash basis) or	55,751		1
2					2 Working Capital (accrual basis)			2
3					3 Previously levied taxes estimated to be received			3
4	57	71	60	63	4 Interest	65		4
5	15,000	15,000	-	-	5 Transferred IN, from other funds			5
6					6 Directly deposited funds			6
7	40,617	55,688	55,734	63	7 Total Resources, except taxes to be levied	55,816	-	-
8					8 Taxes estimated to be received			8
9					9 Taxes collected in year levied			9
10	<b>40,617</b>	<b>55,688</b>	<b>55,734</b>	<b>63</b>	10 <b>TOTAL RESOURCES</b>	<b>55,816</b>	<b>-</b>	<b>-</b>
					REQUIREMENTS**			
11		55,734	-		11 Capital Outlay > Port Operation	55,816	-	-
12					12 Transfers Out > Port Operation			12
13					13 Ending balance (prior years)			13
14	40,617	55,688			14 RESERVED FOR FUTURE EXPENDITURE			14
15	<b>40,617</b>	<b>55,688</b>	<b>55,734</b>	<b>-</b>	15 <b>TOTAL REQUIREMENTS</b>	<b>55,816</b>	<b>-</b>	<b>-</b>

**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 2019-2020 <span style="color: red;">June 30, 2020</span>			
Actual		Adopted	Current			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 16-17 <span style="color: red;">June 30, 2017</span>	First Preceding Year 17-18 <span style="color: red;">June 30, 2018</span>	Adopted Budget This Year 18-19 <span style="color: red;">June 30, 2019</span>	Budget @75% of year through March 31, 2019						
					<b>RESOURCES</b>				
1	211,933	225,850	171,124		1	172,441			1
2					2				2
3					3				3
4	327	307	300	194	4	250			4
5					5				5
6	13,590	7,140	6,000	630	6	500			6
7	225,850	233,297	177,424	824	7	173,191	-	-	7
8					8				8
9					9				9
10	<b>225,850</b>	<b>233,297</b>	<b>177,424</b>	<b>824</b>	10	<b>173,191</b>	-	-	10
					<b>REQUIREMENTS**</b>				
11	-	61,681	177,424		11	173,191	-	-	11
12					12				12
12					12				12
13	225,850	171,617			13				13
14	<b>225,850</b>	<b>233,297</b>	<b>177,424</b>		14	<b>173,191</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.

**OLD 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: 2028

CAPITAL					Port of Umpqua					
Historical Data				Current	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2019-2020 <span style="color: red;">June 30, 2020</span>				
Actual		Adopted	Adopted Budget This Year 18-19 <span style="color: red;">June 30, 2019</span>			Budget @75% of year through March 31, 2019	Proposed By Budget Officer	Approved By Budget Committee		Adopted By Governing Body
Second Preceding Year 16-17 <span style="color: red;">June 30, 2017</span>	First Preceding Year 17-18 <span style="color: red;">June 30, 2018</span>	Adopted Budget This Year 18-19 <span style="color: red;">June 30, 2019</span>	Budget @75% of year through March 31, 2019							
<b>RESOURCES</b>										
1	429,063	325,934	326,344		1	Cash on hand* (cash basis) or	326,916			1
2					2	Working Capital (accrual basis)				2
3					3	Previously levied taxes estimated to be received				3
4	515	492	300	368	4	Interest				4
5					5	Transferred IN, from other funds				5
6					6	Directly deposited funds				6
7	429,578	326,426	326,644	368	7	Total Resources, except taxes to be levied	-	-	-	7
8				-	8	Taxes estimated to be received				8
9					9	Taxes collected in year levied				9
10	<b>429,578</b>	<b>326,426</b>	<b>326,644</b>	<b>368</b>	10	<b>TOTAL RESOURCES</b>	-	-	-	10
<b>REQUIREMENTS**</b>										
11	103,644		326,644	-	11	Capital Outlay > Port Operation			-	11
12					12	Transfers Out > new Capital Projects Fund	326,916			12
12					12	Ending balance (prior years)				12
13	325,934	326,426			13	<b>RESERVED FOR FUTURE EXPENDITURE</b>				13
14	<b>429,578</b>	<b>326,426</b>	<b>326,644</b>	-	14	<b>TOTAL REQUIREMENTS</b>	<b>326,916</b>	-	-	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.

**OLD 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: 2028

Historical Data				Current	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2019-2020 <b>June 30, 2020</b>			
Actual		Adopted	Budget @75% of year through March 31, 2019			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 16-17 <b>June 30, 2017</b>	First Preceding Year 17-18 <b>June 30, 2018</b>	Adopted Budget This Year 18-19 <b>June 30, 2019</b>							
<b>OPERATION</b>					<b>Port of Umpqua</b>				
<b>RESOURCES</b>									
1	119,279	119,458	119,608	1	Cash on hand* (cash basis) or	119,818			1
2				2	Working Capital (accrual basis)				2
3				3	Previously levied taxes estimated to be received				3
4	180	180	120	135	4 Interest				4
5			-		5 Transferred IN, from other funds				5
6					6 Directly deposited funds				6
7	119,459	119,638	119,728	135	7 Total Resources, except taxes to be levied				7
8					8 Taxes estimated to be received				8
9					9 Taxes collected in year levied				9
10	<b>119,459</b>	<b>119,638</b>	<b>119,728</b>		<b>10 TOTAL RESOURCES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10</b>
<b>REQUIREMENTS**</b>									
11			119,728		11 Capital Outlay >	-	-	-	11
12					12 Transfers Out > new Capital Projects Fund	119,818			12
12					12 Ending balance (prior years)				12
13	119,459	119,638			<b>13 RESERVED FOR FUTURE EXPENDITURE</b>				<b>13</b>
14	<b>119,459</b>	<b>119,638</b>	<b>119,728</b>		<b>14 TOTAL REQUIREMENTS</b>	<b>119,818</b>	<b>-</b>	<b>-</b>	<b>14</b>

**FORM LB-11**

This fund is authorized and established by resolution number 19-01 on May 15, 2019 with the FY 2019-2020 Budget for the following specified purposes: Capital Improvements, Acquisitions, Investments, and Operations

**NEW**  
**CAPITAL PROJECTS 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: 2029

**CAPITAL PROJECTS**

Port of Umpqua

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2019-2020 <span style="color: red;">June 30, 2020</span>			
Actual		Adopted	Current		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 16-17 <span style="color: red;">June 30, 2017</span>	First Preceding Year 17-18 <span style="color: red;">June 30, 2018</span>	Adopted Budget This Year 18-19 <span style="color: red;">June 30, 2019</span>	Budget @75% of year through March 31, 2019					
				<b>RESOURCES</b>				
1				1 Cash on hand* (cash basis) or				1
2				2 Working Capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4				4 Interest				4
5				5 Transferred IN, from other funds	446,734			5
6				6 Directly deposited funds				6
7				7 Total Resources, except taxes to be levied	446,734	-	-	7
8			-	8 Taxes estimated to be received				8
9				9 Taxes collected in year levied				9
10	-	-	-	10 <b>TOTAL RESOURCES</b>	<b>446,734</b>	-	-	10
				<b>REQUIREMENTS**</b>				
11			-	11 Capital Outlay > Port Operation	446,734	-	-	11
12				12 Transfers Out > Operation Fund	-			12
12				12 Ending balance (prior years)				12
13	-	-		13 <b>RESERVED FOR FUTURE EXPENDITURE</b>				13
14	-	-	-	14 <b>TOTAL REQUIREMENTS</b>	<b>446,734</b>	-	-	14

**FORM LB-1**

**Port of Umpqua Notice of Budget Hearing FY 2019-20**

Contact: Charmaine Vitek Telephone: 541-271-2232 Email: portofumpqua@portofumpqua.net

<b>FINANCIAL SUMMARY - RESOURCES</b>			
<b>TOTAL OF ALL FUNDS</b>	Actual Amount June 30 2018	Adopted Budget This Year 2018	Proposed Budget Next Year 2019-20
Beginning Fund Balance/Net Working	1,134,704	1,108,336	667,150
Fees, Licenses, Permits, Fines,	89,362	74,720	86,868
Federal, State and All Other Grants, Gifts,	0	50,000	50,000
Revenue from Bonds and Other Debt	0	-	-
Interfund Transfers / Internal Service	15,000	-	446,734
All Other Resources Except Property Taxes	45,659	85,280	50,815
Property Taxes Estimated to be Received	200,477	206,825	215,703
<b>Total Resources</b>	<b>1,485,202</b>	<b>1,525,161</b>	<b>1,517,270</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION</b>			
Personnel Services	142,789	171,500	182,000
Materials and Services	83,991	163,000	158,165
Capital Outlay	88,628	814,530	364,007
Debt Service	0	-	-
Interfund Transfers	15,000	-	446,734
Contingencies	0	241,131	271,364
Special Payments	75,037	135,000	95,000
Unappropriated Ending Balance and Reserv	1,079,758	-	-
<b>Total Requirements</b>	<b>1,485,203</b>	<b>1,525,161</b>	<b>1,517,270</b>