

**FORM
LB-20**

**RESOURCES
GENERAL FUND
Port Operations**

Port of Umpqua

	Historical Data				RESOURCE DESCRIPTION	Budget for 2020-2021 June 30, 2021			
	Actual		Adopted	Current		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 17-18 June 30, 2018	First Preceding Year 18-19 June 30, 2019	Adopted Budget This Year 19-20 June 30, 2020	Budget @75% of year through March 31, 2020					
1	422,845	435,586	438,958		1 Available cash on hand* (cash basis) or	406,390	406,390	406,390	1
2					2 Net working capital (accrual basis)				2
3	8,959	9,507	9,000	7,751	3 Previously levied taxes estimated to be received	9,000	9,000	9,000	3 1211000
4	572	609	500	576	4 Interest	500	500	500	4 1212000
5	0	0	-		5 Transferred IN, from other funds	-	-	-	5
					OTHER RESOURCES				
6		2250	5,400	4,050	6 Industrial Park lease 3 (NLM LLC property lease income)	5,500	5,500	5,500	1212100
7	8,298	6,764	6,852	5,207	7 Industrial Park lease 2 (Tyree property lease income)	7,000	7,000	7,000	6 1213000
8	11,801	13,721	15,096	15,425	8 Lease/Rent Income Winchester Ave Buildings	16,000	16,000	16,000	7 1213110
9	13	0	1,000	-	9 Miscellaneous	1,000	1,000	1,000	8 1213200
10	26,844	70,956	28,000	23,263	10 Poundage	25,000	25,000	25,000	9 1213600
11	11,690	14,243	10,000	8,597	11 Keycard/Hoist Receipts	10,000	10,000	10,000	10 1213601
12	17,875	27,505	18,000	12,545	12 Ice Machine Revenue	15,000	15,000	15,000	11 1213602
13	225	75	300	100	13 Annex Rental	200	200	200	12 1213700
14	0	0	100	-	14 Deposits: Annex Rental deposit account	100	100	100	13 1213701
15	120	120	120	90	15 Winchester Bay Lease (Umpqua Bait)	120	120	120	14 1221000
16	44,037	0	50,000	28,425	16 Coos Bay Wagon Road funds	50,000	50,000	50,000	15 1223300
17	5,357	3,724	1,500	345	17 Sale of State Forest Products	750	750	750	16 1230100
18	0	0	50,000	-	18 Grants received	50,000	50,000	50,000	17 1230200
19	558,636	585,060	634,826	106,375	19 Total resources, except taxes to be levied	596,560	596,560	596,560	19
20			206,703	200,622	20 Taxes estimated to be received	213,740	213,740	213,740	20 1211100
21	191,519	201,183			21 Taxes collected in year levied				21
22	750,154	786,243	841,529	306,997	22 TOTAL RESOURCES	810,300	810,300	810,300	22

*The balance of cash, cash equivalents and investments in the fund at the b Page 1

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

**FORM
LB-30**

	Historical Data					REQUIREMENTS FOR: Port Operations	Port of Umpqua Budget for 2020-2021 June 30, 2021				
	Actual		Adopted	Current			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 17-18 June 30, 2018	First Preceding Year 18-19 June 30, 2019	Adopted Budget This Year 19-20 June 30, 2020	Budget @75% of year through March 31, 2020							
						PERSONNEL SERVICES					
1	52,000	53,300	56,500	42,375	1	Manager	58,200	58,200	58,200	1	1310000
2	26,966	27,732	30,500	19,644	2	Administrative Assistant	31,500	31,500	31,500	2	1310400
3	29,437	25,337	45,000	18,157	3	Dock/Maint. Assistant	45,000	45,000	45,000	3	1310500
4	34,385	35,798	50,000	29,248	4	Payroll Liabilities/Benefits	52,000	52,000	52,000	4	1310101
7	142,789	142,167	182,000	109,423	5	TOTAL PERSONNEL SERVICES	186,700	186,700	186,700	7	
8	2.25	2.75	3.75	2.75	6	Total Full-Time Equivalent (FTE)	3.00	3.00	3.00	8	
						MATERIALS AND SERVICES					
7	0	0	500	-	7	Accounting	500	500	500	7	1321900
8	9,623	2,459	30,000	8,964	8	Professional Services	30,000	30,000	30,000	8	1321901
9	4,528	3,541	7,000	3,085	9	Executive Expenses/Travel/Training	7,000	7,000	7,000	9	1322000
10	7,850	8,150	8,500	8,350	10	Audit	9,200	9,200	9,200	10	1322100
11	79	0	1,500	651	11	Office Machine Upgrades	1,500	1,500	1,500	11	1322199
12	1,870	1,825	2,000	1,452	12	Office supplies	2,000	2,000	2,000	12	1322200
13	304	287	1,500	335	13	Building supplies	1,500	1,500	1,500	13	1322201
14	1,857	2,704	3,500	599	14	Dock Maintenance	3,500	3,500	3,500	14	1322202
15	7,556	3,894	10,000	7,935	15	Facilities Maintenance/Services	15,000	15,000	15,000	15	1322203
16	2,429	2,283	6,500	2,125	16	Fork Lift Maintenance	7,000	7,000	7,000	16	1322205
17	2,495	1,716	6,000	2,621	17	Ice Machine Maintenance	6,000	6,000	6,000	17	1322206
18	2,156	3,260	4,000	2,643	18	Telephone (phones/internet)	4,000	4,000	4,000	18	1322300
19	15,340	14,488	18,500	10,761	19	Utilities (city, garbage, PUD, web site)	20,000	20,000	20,000	19	1322301
20	3,010	1,609	3,000	1,303	20	Business Support Services	5,000	5,000	5,000	20	1322310
21	12,264	12,808	18,000	15,745	21	Insurance	21,000	21,000	21,000	21	1322400
22	786	1,625	3,000	-	22	Election expenses & Legal Notices	3,500	3,500	3,500	22	1322600
23	0	500	5,000	-	23	Lobbying	5,000	5,000	5,000	23	1322900
24	4,380	5,610	7,500	3,070	24	Membership Dues & Subscriptions	9,000	9,000	9,000	24	1323200
25	0	0	100	-	25	Permit fees	100	100	100	25	1324100
26	6,414	4,223	12,000	-	26	Legal Services	12,000	12,000	12,000	26	1324200
27	50	1,000	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	28	1325600
29	0	0	2,000	-	29	Property Taxes (Real Property)	2,000	2,000	2,000	29	1325700
30	1,002	1,028	1,065	936	30	DSL lease & Salmon Harbor lease	1,100	1,100	1,100	30	1325800
31	0	0	5,000	3,949	31	STEP	5,000	5,000	5,000	31	1326200
32	83,991	73,008	158,165	74,524	32	TOTAL MATERIALS AND SERVICES	171,900	172,900	172,900	32	
						CAPITAL OUTLAY					
33	1,144	0	10,000	-	33	Commercial Dock Repair	10,000	10,000	10,000	33	1326100
34	25,803	0	125,000	14,280	34	Capital Outlay	125,000	125,000	125,000	34	1330000
35	26,947	0	135,000	14,280	35	TOTAL CAPITAL OUTLAY	135,000	135,000	135,000	35	
36	253,727	215,176	475,165	198,227	36	TOTAL ORGANIZATIONAL REQUIREMENTS	493,600	494,600	494,600	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 2020-2021 June 30, 2021							
Actual		Adopted	Current			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body					
Second Preceding Year 17-18 June 30, 2018	First Preceding Year 18-19 June 30, 2019	Adopted Budget This Year 19-20 June 30, 2020	Budget @75% of year through March 31, 2020										
					DEBT SERVICE								
1	-	-	-	-	1	TOTAL DEBT SERVICE			-	-	-	1	
					SPECIAL PAYMENTS								
2	44,037	-	50,000	28,425	2	Wagon Road Fund Pass-through Salmon Harbor			50,000	50,000	50,000	2	1330800
3	25,000	-	45,000	-	3	Grant Funding Available			45,000	45,000	45,000	3	1330801
4	6,000	-	-	-	4	Cooperative Community Marketing Project			-	-	-	4	1330802
5	75,037	-	95,000	28,425	5	TOTAL SPECIAL PAYMENTS			95,000	95,000	95,000	5	
					INTERFUND TRANSFERS OUT								
6	15,000	-	-	-	6	Maintenance Reserve Fund				-	-	6	1385000
7	-				7	Dock Reserve Fund						7	1385100
8					8	Capital Projects Reserve Fund (new)			-			8	
9	-		X		9	Capital Reserve Fund (dissolved)			X	X	X	9	1385200
10	-		X		10	Operation Reserve Fund (dissolved)			X	X	X	10	1385500
11	15,000	-	-	-	11	TOTAL INTERFUND TRANSFERS			-	-	-	11	
					OPERATING CONTINGENCY								
12			271,364	-	12	TOTAL OPERATING CONTINGENCY			221,700	220,700	220,700	12	1340000
13	90,037	-	366,364	28,425	13	Total Requirements Unallocated			316,700	315,700	315,700	13	
14	253,727	215,176	475,165	198,227	14	Total Organizational (allocated) Requirements			493,600	494,600	494,600	14	
15					15	Reserved for future expenditure						15	
16	406,390	571,068			16	Ending balance (prior years)						16	
17					17	UNAPPROPRIATED ENDING FUND BALANCE						17	
18	750,154	786,243	841,529	226,653	18	TOTAL REQUIREMENTS			810,300	810,300	810,300	18	

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 2020-2021 June 30, 2021				
Actual		Adopted	Current			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 17-18 June 30, 2018	First Preceding Year 18-19 June 30, 2019	Adopted Budget This Year 19-20 June 30, 2020	Budget @75% of year through March 31, 2020							
RESOURCES										
1	40,617	55,688	55,751		1	Cash on hand* (cash basis) or	55,772	55,772	55,772	1
2					2	Working Capital (accrual basis)				2
3					3	Previously levied taxes estimated to be received				3
4	71	84	65	60	4	Interest	65	65	65	4
5	15,000	-		-	5	Transferred IN, from other funds				5
6					6	Directly deposited funds				6
7	55,688	55,772	55,816	60	7	Total Resources, except taxes to be levied	55,837	55,837	55,837	7
8					8	Taxes estimated to be received				8
9					9	Taxes collected in year levied				9
10	55,688	55,772	55,816	60	10	TOTAL RESOURCES	55,837	55,837	55,837	10
REQUIREMENTS**										
11			55,816	55,831	11	Capital Outlay > Port Operation	55,837	55,837	55,837	11
12					12	Transfers Out > Port Operation				12
13					13	Ending balance (prior years)				13
14	55,688	55,772			14	RESERVED FOR FUTURE EXPENDITURE				14
15	55,688	55,772	55,816	55,831	15	TOTAL REQUIREMENTS	55,837	55,837	55,837	15

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

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				Current	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for 2020-2021 June 30, 2021				
Actual		Adopted	Budget @75% of year through March 31, 2020			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 17-18 June 30, 2018	First Preceding Year 18-19 June 30, 2019	Adopted Budget This Year 19-20 June 30, 2020								
RESOURCES										
1	225,850	171,617	172,441		1	Cash on hand* (cash basis) or	172,865	172,865	172,865	1
2					2	Working Capital (accrual basis)				2
3					3	Previously levied taxes estimated to be received				3
4	307	258	250	186	4	Interest	200	200	200	4
5					5	Transferred IN, from other funds				5
6	7,140	990	500		6	Directly deposited funds	500	500	500	6
7	233,297	172,865	173,191	186	7	Total Resources, except taxes to be levied	173,565	173,565	173,565	7
8					8	Taxes estimated to be received				8
9					9	Taxes collected in year levied				9
10	233,297	172,865	173,191	186	10	TOTAL RESOURCES	173,565	173,565	173,565	10
REQUIREMENTS**										
11	61,681	-	173,191	173,861	11	Capital Outlay > Port Operation	173,565	173,565	173,565	11
12					12	Transfers Out > Port Operation				12
12					12	Ending balance (prior years)				12
13	171,617	172,865			13	RESERVED FOR FUTURE EXPENDITURE				13
14	233,297	172,865	173,191	173,861	14	TOTAL REQUIREMENTS	173,565	173,565	173,565	14

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

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

**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 2020-2021 June 30, 2021			
Actual		Adopted	Current		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 17-18 June 30, 2018	First Preceding Year 18-19 June 30, 2019	Adopted Budget This Year 19-20 June 30, 2020	Budget @75% of year through March 31, 2020					
				RESOURCES				
1				1 Cash on hand* (cash basis) or	446,734	446,734	446,734	1
2				2 Working Capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4			479	4 Interest	500	500	500	4
5		446,734		5 Transferred IN, from other funds	-	-	-	5
6				6 Directly deposited funds				6
7				7 Total Resources, except taxes to be levied	447,234	447,234	447,234	7
8		446,734	-	8 Taxes estimated to be received				8
9				9 Taxes collected in year levied				9
10	-	-	446,734	10 TOTAL RESOURCES	447,234	447,234	447,234	10
				REQUIREMENTS**				
11		446,734	447,213	11 Capital Outlay > Port Operation	447,234	447,234	447,234	11
12				12 Transfers Out > Operation Fund	-			12
12				12 Ending balance (prior years)				12
13	-	-		13 RESERVED FOR FUTURE EXPENDITURE				13
14	-	-	446,734	14 TOTAL REQUIREMENTS	447,234	447,234	447,234	14

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

FORM LB-1

Port of Umpqua Notice of Budget Hearing FY 20120-21

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

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount June 30 2019	Adopted Budget This Year 2020	Proposed Budget Next Year 2020-21
Beginning Fund Balance/Net Working	1,108,955	667,150	1,081,761
Fees, Licenses, Permits, Fines,	136,623	86,868	81,170
Federal, State and All Other Grants,	0	50,000	50,000
Revenue from Bonds and Other Debt	0		-
Interfund Transfers / Internal Service	0	446,734	-
All Other Resources Except Property	1,621	50,815	51,265
Property Taxes Estimated to be Received	214,414	215,703	222,740
Total Resources	1,461,614	1,517,270	1,486,936

MARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	142,167	182,000	186,700
Materials and Services	73,008	158,165	172,900
Capital Outlay	0	364,007	811,636
Debt Service	0	-	-
Interfund Transfers	0	446,734	-
Contingencies	0	271,364	220,700
Special Payments	0	95,000	95,000
Unappropriated Ending Balance and Reserv	1,246,438		
Total Requirements	1,461,613	1,517,270	1,486,936