

**AGENDA**  
PORT OF SIUSLAW COMMISSION MEETING  
Wednesday, 19 November 2014  
Port Office, 100 Harbor Street,  
Lane County, Florence, OR 97439

**CALL TO ORDER**

**7:00 pm**

**APPROVAL OF THE AGENDA**

**PRESENTATION:** Harlen Springer, Florence Regional Arts Alliance

**APPROVAL OF MINUTES**

Regular Meeting on 17 September 2014

**REMARKS FROM CITIZENS/GROUPS**

Use Sign-in Sheet on Counter...Limited to 5 minutes per speaker (15 minutes total)

**REMONSTRANCE FROM THE COMMISSION**

**FINANCIALS**

<u>Financial Statements:</u> Ratify Bills Paid in September	\$ 87,923.83
Ratify Bills Paid in October	\$ 120,212.54

**OLD BUSINESS**

1. Discuss Dredging History
2. Resolution 11-19-14A Authorizing an OSMB Grant and Appropriating Funds

**NEW BUSINESS**

1. Schedule Work Session for Strategic Business Plan Review

**REPORTS** President, Commission, Manager  
Committee Reports

**Close Regular Session**

**Open Executive Session**

The Port of Siuslaw Board of Commissioners will meet in executive session per ORS 192.660(2)(e) to discuss real property transactions. The Board reserves the right to return to open session if needed.

**SCHEDULED MEETINGS**

- Wednesday, 16 December 2014, Regular Commission Meeting, 7:00pm
- Wednesday, 21 January 2015, Regular Commission Meeting, 7:00pm
- Wednesday, 18 February 2015, Regular Commission Meeting, 7:00pm

## MINUTES

### PORT OF SIUSLAW COMMISSION MEETING

Wednesday, 17 September 2014, 7:00pm

Port Office, 100 Harbor St, Florence OR 97439

#### **ATTENDANCE:**

Commission: Commissioner Ron Caputo (Caputo), Commissioner Nancy Rickard (Rickard), Commissioner Jay Cable (Cable), Commissioner Terry Duman (Duman), Commissioner Bill Fleenor (Fleenor);

Staff: Port Manager Robert Forsythe (Forsythe); Recording Secretary Dina McClure (McClure); Media: Alan Campbell, Jack Davis

Audience: Jay Nefcy, Shane Burnham, David Huntington, Harlan Springer, Jeff Hale

**Commission President Caputo called the meeting to order at 7:00pm.**

**APPROVAL OF THE AGENDA:** There were no changes to the agenda.

**APPROVAL OF MINUTES: On the Motion, made by Cable, and seconded by Rickard, the board voted unanimously to approve the Minutes from the Regular Meeting on 20 August 2014.**

#### **REMARKS FROM CITIZENS:**

- Jeff Hale requested a list of the fees and asked how fees are established. McClure said she could provide Hale with the information during business hours. Caputo said the fees are recommended by staff and voted on by the board. Duman said most of the current fees were approved by the previous board. There was discussion about parking fees and OSMB funding.

**FINANCIALS: On the Motion, made by Fleenor, and seconded by Rickard, the board voted unanimously to Ratify Bills paid in the amount of \$117,069.08. Fleenor pointed out the increase in campground and moorage occupancy.**

#### **NEW BUSINESS**

1. **Resolution 09-17-14A Adopting a Supplemental Budget and Appropriating Funds:** Fleenor moved to adopt Resolution 09-17-14A with comment, Rickard seconded. Fleenor said he was pleased OSMB was providing grant funding to help with the dredging permit process but was concerned that the port needs to use \$9K from Contingency for the match. Fleenor said the board needs to come up with a better plan of funding Capital Reserves. Duman said dredging in the marina is not needed since it was just done a few years ago. Forsythe said the permitting process is time consuming and it's important to do it now in order to dredge in a few years. Forsythe said no dredging has been done in the two and a half years he's worked here. Duman said the river is self-scouring and he hasn't seen any difference in the river depth where he moors his boat. Fleenor said the port had to get a \$100K loan the last time marina dredging was done. Forsythe said the OSMB has provided soundings and the permit process will pay

for the engineering that will tell how much and where material needs to be removed. Cable said he would like to have more information on previous dredging before he votes yes on a \$9K match. Fleenor cautioned postponing and said the process will only cost more if they lose the grant. Forsythe said they could revisit the resolution at the next meeting without risk of losing the grant. Caputo called for the vote. Fleenor and Rickard voted yes. Duman, Caputo and Cable voted no. Forsythe said he would provide the board with dredging history at the next meeting.

2. **Receive iPad Policy Acknowledgement:** McClure asked the board to read and sign the acknowledgement. McClure said the iPads are to be used for port email and will replace paper packets at future meetings. (Fleenor left the room)
3. **Discuss Port Manager request for reimbursement for discontinuing port medical insurance:** Forsythe said he is eligible for Medicare and if he stops taking the port medical insurance it will save the port \$5K a year. Forsythe said he'd have to pay \$240 a month out of pocket for medical expenses and asked the board to approve an increase in his salary to cover it. (Fleenor returned) **On the Motion, made by Rickard, and seconded by Fleenor, the board voted unanimously to approve Forsythe's increase in salary.**

## REPORTS

Forsythe reported:

- Staff is enforcing parking fees in the Harbor Street lot and there have only been 6 vehicles tagged for not paying.
- There are issues with the public throwing fish carcasses into the river at the fish cleaning station and in the marina which is increasing the seal population and making them aggressive. The port's Clean Marina certification says this is not allowed but ODFW is telling the public it's OK. Forsythe said the public needs to abide by port rules since they are more restrictive.

Caputo reported:

- Went to Lane County ACT meeting and talked to Mayor Kitty Piercy.
- Going to PNWA conference next month and will not be able to attend the next port meeting. Forsythe reminded the board that when a commissioner wants to attend a conference or seminar, they need permission from the board prior to registration. Forsythe said only certain conferences are budgeted for. The board approved Caputo to attend PNWA.

Duman asked if the Flyboard business had permission from the port to operate from the docks and if the business had adequate insurance. Forsythe said yes to both.

**President Caputo adjourned the regular meeting at 7:50pm to enter into Executive Session per ORS 192.220(2)(e).**

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**President**

**Port of Siuslaw  
Balance Sheet  
As of September 30, 2014**

Sep 30, 14

**ASSETS**

**Current Assets**

**Checking/Savings**

1001 · SB Checking - General Fund	46,289.42
1003 · SB SAV - Capital Reserve	70,014.94
1005 · SB MMA - General Fund	221,722.33
1050 · SB MMA - ICM	5,036.37
1070 · Petty Cash	850.00

**Total Checking/Savings** 343,913.06

**Other Current Assets**

1220 · Accounts Receivable	12,890.28
1499 · Undeposited Funds	931.80

**Total Other Current Assets** 13,822.08

**Total Current Assets** 357,735.14

**TOTAL ASSETS**

**357,735.14**

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

2000 · *Accounts Payable	51,031.41
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**Total Accounts Payable** 51,031.41

**Credit Cards**

2021 · Port Credit Card 1	1,716.40
2022 · Port Credit Card 2	195.68

**Total Credit Cards** 1,912.08

**Other Current Liabilities**

2030 · Deposits Held	8,790.00
2040 · Gift Certificates	-327.00
2045 · Unearned CG Revenue (Hercules)	93,230.06
2100 · Payroll Liabilities	-797.88

**Total Other Current Liabilities** 100,895.18

**Total Current Liabilities** 153,838.67

**Total Liabilities** 153,838.67

**Equity**

3000 · Opening Bal Equity	104,709.66
3900 · *Retained Earnings	51,740.66
Net Income	47,446.15

**Total Equity** 203,896.47

**TOTAL LIABILITIES & EQUITY**

**357,735.14**

3:01 PM  
 10/17/14  
 Accrual Basis

**Port of Siuslaw**  
**Profit & Loss Budget Performance**  
 September 2014

	Sep 14	Budget	% of Budget	Jul - Sep 14	YTD Budget	% of Budget	Annual Budget
<b>Income</b>							
4100 · Available Beginning Cash	0.00	0.00	0.0%	0.00	0.00	0.0%	275,000.00
4140 · Campground Revenue	56,658.84	55,700.00	101.7%	203,225.75	180,700.00	112.5%	340,000.00
4150 · Leases	16,528.80	15,912.67	103.9%	50,436.40	47,738.01	105.7%	178,152.00
4160 · Moorage	16,025.58	14,250.00	112.5%	35,372.14	27,950.00	126.6%	60,000.00
4170 · Storage	2,263.81	1,600.00	141.5%	6,460.41	4,700.00	137.5%	20,000.00
4190 · Marine Fuel	22,508.23	17,900.00	125.7%	39,721.81	33,500.00	118.6%	50,000.00
4200 · Other Facility Income	5,973.05	5,350.00	111.6%	13,532.80	11,100.00	121.9%	20,300.00
4500 · Levied Taxes	981.95	4,300.00	22.8%	26,612.86	21,100.00	126.1%	307,000.00
4540 · Interest Income	66.41	50.00	132.8%	156.23	150.00	104.2%	600.00
4550 · Maintenance Assistance Program	0.00	0.00	0.0%	0.00	0.00	0.0%	15,900.00
4600 · Miscellaneous Income	212.69	400.00	53.2%	5,181.27	1,400.00	370.1%	4,000.00
4670 · Sale of Surplus Property	0.00	0.00	0.0%	0.00	0.00	0.0%	125,000.00
4840 · Grants	0.00	0.00	0.0%	0.00	0.00	0.0%	145,000.00
<b>Total Income</b>	<b>121,219.36</b>	<b>115,462.67</b>	<b>105.0%</b>	<b>380,699.67</b>	<b>328,338.01</b>	<b>115.9%</b>	<b>1,540,952.00</b>
<b>Gross Profit</b>	<b>121,219.36</b>	<b>115,462.67</b>	<b>105.0%</b>	<b>380,699.67</b>	<b>328,338.01</b>	<b>115.9%</b>	<b>1,540,952.00</b>
<b>Expense</b>							
5000 · Personal Services	33,146.30	34,382.75	96.4%	110,195.10	110,148.25	100.0%	424,593.00
5300 · Material and Services	59,514.61	46,130.00	129.0%	161,560.49	150,540.00	107.3%	494,150.00
6000 · Capital Outlay	0.00	0.00	0.0%	11,718.25	0.00	100.0%	376,549.00
6700 · Contingency	0.00	0.00	0.0%	0.00	0.00	0.0%	100,000.00
7000 · Debt Service	20,464.21	20,465.00	100.0%	49,853.28	49,917.50	99.9%	145,660.00
<b>Total Expense</b>	<b>113,125.12</b>	<b>100,977.75</b>	<b>112.0%</b>	<b>333,327.12</b>	<b>310,605.75</b>	<b>107.3%</b>	<b>1,540,952.00</b>
<b>Net Income</b>	<b>8,094.24</b>	<b>14,484.92</b>	<b>55.9%</b>	<b>47,372.55</b>	<b>17,732.26</b>	<b>267.2%</b>	<b>0.00</b>

	Campground 2011/2012			Campground 2012/2013			Campground 2013/2014			Campground 2014/2015		
	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights
JULY	54%	54%	1771	58%	58%	1835	61%	61%	1989	72%	72%	2318
AUG	65%	60%	2108	74%	66%	2326	84%	73%	2728	90%	81%	2890
SEPT	79%	66%	2502	86%	73%	2605	83%	76%	2619	90%	84%	2795
OCT	26%	56%	851	33%	63%	1083	38%	67%	1242			
NOV	8%	46%	245	12%	53%	388	18%	57%	567			
DEC	7%	40%	221	9%	45%	288	17%	50%	550			
JAN	9%	35%	300	12%	41%	394	26%	47%	860			
FEB	12%	32%	354	12%	37%	361	25%	44%	734			
MAR	11%	30%	365	16%	35%	492	27%	42%	875			
APR	12%	28%	389	21%	33%	643	29%	41%	910			
MAY	24%	28%	787	26%	33%	835	34%	40%	1100			
JUN	31%	28%	992	34%	33%	1070	39%	40%	1210			
TL YTD	28%	28%	10885	33%	33%	12320	40%	40%	15384	84%	84%	8003
REV YTD	\$269,756			\$301,812			\$350,021			\$200,653		

	Hiker/Biker 2013/14		2014/15	
	#	\$	#	\$
JULY	not open yet		40	\$550
AUG	73	\$722	48	\$660
SEPT	65	\$600	29	\$324
OCT	20	\$176		
NOV	17	\$168		
DEC	0	\$0		
JAN	14	\$130		
FEB	0	\$0		
MAR	3	\$24		
APR	16	\$200		
MAY	35	\$380		
JUN	23	\$248		
Total	266	\$2,648	40	\$1,534

	Moorage 2013/14			Moorage 2014/15		
	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights
JULY	27%	27%	1007	39%	39%	1378
AUG	47%	37%	1741	61%	50%	2165
SEPT	74%	49%	2679	82%	61%	2842
OCT	47%	49%	1729			
NOV	23%	44%	834			
DEC	23%	40%	837			
JAN	21%	37%	795			
FEB	21%	35%	713			
MAR	21%	34%	759			
APR	21%	33%	743			
MAY	25%	32%	896			
JUN	27%	31%	923			
TL YTD	31%	31%	13656	61%	61%	6385
REV YTD	\$69,337			\$36,673		

Port of Siuslaw  
Balance Sheet  
As of October 31, 2014

	<u>Oct 31, 14</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1001 · SB Checking - General Fund	41,777.37
1003 · SB SAV - Capital Reserve	70,014.94
1005 · SB MMA - General Fund	205,315.43
1050 · SB MMA - ICM	5,037.44
1070 · Petty Cash	750.00
<b>Total Checking/Savings</b>	<u>322,895.18</u>
<b>Other Current Assets</b>	
1220 · Accounts Receivable	11,251.24
1499 · Undeposited Funds	576.09
<b>Total Other Current Assets</b>	<u>11,827.33</u>
<b>Total Current Assets</b>	<u>334,722.51</u>
<b>TOTAL ASSETS</b>	<b><u>334,722.51</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · *Accounts Payable	26,074.23
<b>Total Accounts Payable</b>	<u>26,074.23</u>
<b>Credit Cards</b>	
2021 · Port Credit Card 1	1,172.69
2022 · Port Credit Card 2	23.50
<b>Total Credit Cards</b>	<u>1,196.19</u>
<b>Other Current Liabilities</b>	
2030 · Deposits Held	8,790.00
2040 · Gift Certificates	-327.00
2045 · Unearned CG Revenue (Hercules)	87,948.73
2150 · Payroll related Liabilites	21.09
<b>Total Other Current Liabilities</b>	<u>96,432.82</u>
<b>Total Current Liabilities</b>	<u>123,703.24</u>
<b>Total Liabilities</b>	123,703.24
<b>Equity</b>	
3000 · Opening Bal Equity	104,709.66
3900 · *Retained Earnings	51,740.66
Net Income	54,568.95
<b>Total Equity</b>	<u>211,019.27</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>334,722.51</u></b>

8:18 AM

11/13/14

Accrual Basis

**Port of Siuslaw**  
**Profit & Loss Budget Performance**  
**October 2014**

	<u>Oct 14</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Oct 14</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Income</b>							
4100 · Available Beginning Cash	0.00	0.00	0.0%	0.00	0.00	0.0%	275,000.00
4140 · Campground Revenue	36,850.39	26,000.00	141.7%	240,076.14	206,700.00	116.1%	340,000.00
4150 · Leases	16,178.80	14,712.67	110.0%	66,615.20	62,450.68	106.7%	178,152.00
4160 · Moorage	9,494.38	4,950.00	191.8%	44,866.52	32,900.00	136.4%	60,000.00
4170 · Storage	3,753.85	1,500.00	250.3%	10,264.26	6,200.00	165.6%	20,000.00
4190 · Marine Fuel	12,250.37	8,400.00	145.8%	51,972.18	41,900.00	124.0%	50,000.00
4200 · Other Facility Income	5,628.61	3,100.00	181.6%	19,161.41	14,200.00	134.9%	20,300.00
4500 · Levied Taxes	1,128.80	1,300.00	86.8%	27,741.66	22,400.00	123.8%	307,000.00
4540 · Interest Income	60.19	50.00	120.4%	216.42	200.00	108.2%	600.00
4550 · Maintenance Assistance Program	15,900.00	15,900.00	100.0%	15,900.00	15,900.00	100.0%	15,900.00
4600 · Miscellaneous Income	735.85	400.00	184.0%	5,867.12	1,800.00	326.0%	4,000.00
4650 · Sale of Surplus Equipment	500.00	0.00	100.0%	500.00	0.00	100.0%	0.00
4670 · Sale of Surplus Property	0.00	0.00	0.0%	0.00	0.00	0.0%	125,000.00
4840 · Grants	0.00	0.00	0.0%	0.00	0.00	0.0%	145,000.00
<b>Total Income</b>	<u>102,481.24</u>	<u>76,312.67</u>	<u>134.3%</u>	<u>483,180.91</u>	<u>404,650.68</u>	<u>119.4%</u>	<u>1,540,952.00</u>
<b>Gross Profit</b>	102,481.24	76,312.67	134.3%	483,180.91	404,650.68	119.4%	1,540,952.00
<b>Expense</b>							
5000 · Personal Services	45,785.54	34,382.75	133.2%	155,980.64	144,531.00	107.9%	424,593.00
5300 · Material and Services	47,368.59	49,130.00	96.4%	208,855.48	199,670.00	104.6%	494,150.00
6000 · Capital Outlay	0.00	0.00	0.0%	11,718.25	0.00	100.0%	376,549.00
6700 · Contingency	0.00	0.00	0.0%	0.00	0.00	0.0%	100,000.00
7000 · Debt Service	1,499.92	1,500.00	100.0%	51,353.20	51,417.50	99.9%	145,660.00
<b>Total Expense</b>	<u>94,654.05</u>	<u>85,012.75</u>	<u>111.3%</u>	<u>427,907.57</u>	<u>395,618.50</u>	<u>108.2%</u>	<u>1,540,952.00</u>
<b>Net Income</b>	<u><u>7,827.19</u></u>	<u><u>-8,700.08</u></u>	<u><u>-90.0%</u></u>	<u><u>55,273.34</u></u>	<u><u>9,032.18</u></u>	<u><u>612.0%</u></u>	<u><u>0.00</u></u>



	Campground 2011/2012			Campground 2012/2013			Campground 2013/2014			Campground 2014/2015		
	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights
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SEPT	79%	66%	2502	86%	73%	2605	83%	76%	2619	90%	84%	2795
OCT	26%	56%	851	33%	63%	1083	38%	67%	1242	45%	75%	1462
NOV	8%	46%	245	12%	53%	388	18%	57%	567			
DEC	7%	40%	221	9%	45%	288	17%	50%	550			
JAN	9%	35%	300	12%	41%	394	26%	47%	860			
FEB	12%	32%	354	12%	37%	361	25%	44%	734			
MAR	11%	30%	365	16%	35%	492	27%	42%	875			
APR	12%	28%	389	21%	33%	643	29%	41%	910			
MAY	24%	28%	787	26%	33%	835	34%	40%	1100			
JUN	31%	28%	992	34%	33%	1070	39%	40%	1210			
TL YTD	28%	28%	10885	33%	33%	12320	40%	40%	15384	74%	74%	9465
REV YTD	\$269,756			\$301,812			\$350,021			\$237,387		

	Hiker/Biker 2013/14		2014/15	
	#	\$	#	\$
JULY	not open yet		40	\$550
AUG	73	\$722	48	\$660
SEPT	65	\$600	29	\$324
OCT	20	\$176	6	\$60
NOV	17	\$168		
DEC	0	\$0		
JAN	14	\$130		
FEB	0	\$0		
MAR	3	\$24		
APR	16	\$200		
MAY	35	\$380		
JUN	23	\$248		
Total	266	\$2,648	40	\$1,594

	Moorage 2013/14			Moorage 2014/15		
	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights
JULY	27%	27%	1007	39%	39%	1378
AUG	47%	37%	1741	61%	50%	2165
SEPT	74%	49%	2679	82%	61%	2842
OCT	47%	49%	1729	67%	70%	2268
NOV	23%	44%	834			
DEC	23%	40%	837			
JAN	21%	37%	795			
FEB	21%	35%	713			
MAR	21%	34%	759			
APR	21%	33%	743			
MAY	25%	32%	896			
JUN	27%	31%	923			
TL YTD	31%	31%	13656	62%	62%	8653
REV YTD	\$69,337			\$46,410		

## DREDGING HISTORY

### TURNING BASIN – Federally funded

1974

Early 80's

1995 Agitation, silted downstream

2010 Clamshell by Dutra. Dredged to 16'. Removed 100K cubic yards. Recent COE charts indicate turning basin is starting to fill back in. Funded by American Recovery and Reinvestment Act.

### MARINA – Grants/Loan funded

½ dredged in 1982

½ dredged in 1987

2009 by Nehalem. Permit said OK to remove 70K cubic yards. Old construction debris found in dredge spoil pit prevented taking 70K so only 30K cubic yards were removed from the west basin. Mitigation = eel grass planted at 4 sites near Duncan Slough by Wilbur TERNYK.

Funding for 2009 Dredging:

MNIF Grant	\$144,615
OSMB Grant	\$ 9,500
MNIF Loan	<u>\$ 75,000</u> (20 years @ 4.72%)
Total Cost	\$229,115

See 2013-18 Strategic Business Plan, Page 11

**Port of Siuslaw  
RESOLUTION 11-19-14A  
A RESOLUTION AUTHORIZING AN OSMB GRANT  
AND APPROPRIATING FUNDS**

WHEREAS, the Port of Siuslaw has been awarded a grant from the Oregon State Marine Board using grant monies originating from the Oregon Business Development Department to pursue and obtain the necessary permits to dredge at the Port of Siuslaw's Sport and Commercial boat basins, and

WHEREAS, a maximum of \$28,125 will be provided to the Port of Siuslaw, in the form of a reimbursement, and

WHEREAS, the Port of Siuslaw agrees to contribute, without reimbursement, the total sum of \$9,375 to the project, and

WHEREAS, the Port of Siuslaw did not budget for this expense, and therefore must transfer the matching funds of \$9,375 from Contingency,

BE IT RESOLVED that for the fiscal year beginning 1 July 2014, a supplemental general fund budget is hereby adopted in the total sum of \$1,569,077 now on file at the Port office, and the amounts for the purposes shown below are hereby appropriated:

<u>General Fund</u>	<u>Budgeted</u>	<u>Add/Transfer</u>	<u>Total</u>
Grant Resources	\$145,000	\$28,125	\$ 173,125
Other Income			\$1,395,952
<b>Total Resources</b>			<b>\$1,569,077</b>

<u>General Fund</u>	<u>Add/Transfer</u>	<u>Total</u>
Personnel Services		\$424,593
Materials & Services		
Grant Expenses	\$28,125	
Grant Expenses	\$ 9,375	\$531,650
Capital Outlay		\$376,549
Debt Service		\$145,660
Contingency	-\$ 9,375	\$ 90,625
<b>Total Requirements</b>		<b>\$1,569,077</b>

ADOPTED by the Port of Siuslaw Board of Commissioners this 19<sup>th</sup> day of November 2014.

\_\_\_\_\_  
President

\_\_\_\_\_  
Attest

**FORM  
LB-20**

**RESOURCES  
General Fund**

**PORT OF SIUSLAW**

Historical Data				INCOME	Supplemental Budget FY 2014-15 Resolution 11-19-14A		
Actual		Adopted Budget This Year 2013-14	Proposed by Staff			Adopted By Governing Body	
Second Preceding Year 2011-12	First Preceding Year 2012-13						
1				1 Available cash on hand* (cash basis) or			1
2	\$ 234,452	\$ 283,735	\$ 250,000	2 Net working capital (accrual basis)	\$ 275,000		2
3	\$ 273,165	\$ 304,330	\$ 316,000	3 Campground Revenue	\$ 340,000		3
4	\$ 161,342	\$ 169,035	\$ 178,152	4 Leases	\$ 178,152		4
5	\$ 50,199	\$ 58,773	\$ 57,000	5 Moorage	\$ 60,000		5
6	\$ 22,190	\$ 22,428	\$ 16,000	6 Storage	\$ 20,000		6
7	\$ 60,195	\$ 59,897	\$ 58,500	7 Marine Fuel	\$ 50,000		7
8	\$ 7,009	\$ 8,952	\$ 9,100	8 Parking Income	\$ 10,000		8
9	\$ 1,130	\$ 1,314	\$ 1,300	9 Dump Station Fees	\$ 2,000		9
10	\$ 1,914	\$ 5,935	\$ 5,300	10 Vending Sales	\$ 6,500		10
11		\$ 560	\$ 700	11 Forklift, Hoist, Labor	\$ 700		11
12			\$ 400	12 Seafood Seller Permits	\$ 100		12
13		\$ 1,896		13 Events			13
14		\$ 833	\$ 1,050	14 Retail Sales	\$ 1,000		14
15	\$ 2,815	\$ 7,243	\$ 7,000	15 Prior Years Levied Taxes	\$ 7,000		15
16	\$ 9,501	\$ 830	\$ 600	16 Interest Income	\$ 600		16
17	\$ 12,300	\$ 15,900	\$ 15,900	17 Maintenance Assistance Program	\$ 15,900		17
18	\$ 11,578	\$ 19,461	\$ 4,000	18 Miscellaneous Income	\$ 4,000		18
19		\$ 3,399		19 Sale of Surplus Equipment			19
20		\$ 350,705	\$ 13,000	20 PRLF Loan Wharf			20
21	\$ 20,000			21 Transfer from other Funds			21
22	\$ 149,708		\$ 125,000	22 Sale of Surplus Property	\$ 125,000		22
23	\$ 193,405	\$ 1,258,775	\$ 213,690	23 Grant Resources	\$ 173,125		23
24				24			24
25				25			25
26				26			26
27				27			27
28				28			28
29	\$ 1,210,903	\$ 2,574,001	\$ 1,272,692	29 Total resources, except taxes to be levied	\$ 1,269,077		29
30			\$ 306,000	30 Taxes estimated to be received	\$ 300,000		30
31	\$ 284,472	\$ 296,024		31 Taxes collected in year levied			31
<b>32</b>	<b>\$ 1,495,375</b>	<b>\$ 2,870,025</b>	<b>\$ 1,578,692</b>	<b>32. TOTAL RESOURCES</b>	<b>\$ 1,569,077</b>		<b>32</b>

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

**FORM  
LB-30**

**REQUIREMENTS SUMMARY  
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM  
Port of Siuslaw**

	Historical Data			REQUIREMENTS DESCRIPTION	Supplemental Budget FY14-15 Resolution 11-19-14A			
	Actual		Adopted Budget This Year Year 2013-2014		Proposed By Staff		Adopted By Governing Body	
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013						
				PERSONNEL SERVICES				
1	\$ 322,874	\$ 351,507	\$ 411,294	1	\$ 424,593			1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7	\$ 322,874	\$ 351,507	\$ 411,294	<b>7 TOTAL PERSONNEL SERVICES</b>	<b>\$ 424,593</b>			<b>7</b>
				<b>Total Full-Time Equivalent (FTE)</b>	<b>9</b>			
				MATERIALS AND SERVICES				
8	\$ 395,669	\$ 448,510	\$ 472,653	8	\$ 494,150			8
9				9 Resolution 11-19-14A	\$ 28,125			9
10				10 Transfer from Contingency	\$ 9,375			10
11				11				11
12				12				12
13				13				13
14	\$ 395,669	\$ 448,510	\$ 472,653	<b>14 TOTAL MATERIALS AND SERVICES</b>	<b>\$ 531,650</b>			<b>14</b>
				CAPITAL OUTLAY				
15	\$ 385,454	\$ 1,682,024	\$ 442,112	15	\$ 376,549			15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21	\$ 385,454	\$ 1,682,024	\$ 442,112	<b>21 TOTAL CAPITAL OUTLAY</b>	<b>\$ 376,549</b>			<b>21</b>
				TRANSFERRED TO OTHER FUNDS				
22	\$ 109,005	\$ 108,974	\$ 152,633	22 Debt Service	\$ 145,660			22
23	\$ 20,000		\$ 100,000	23 Transfers				23
24				24 Contingency	\$ 90,625			24
25	\$ 129,005	\$ 108,974	\$ 252,633	<b>25 Total Debt Service and Transfers</b>	<b>\$ 236,285</b>			<b>25</b>
				<b>26 OPERATING CONTINGENCY</b>				
26	\$ 262,373	\$ 279,010		27 Ending balance (prior years)				26
27				<b>28 UNAPPROPRIATED ENDING FUND BALANCE</b>				27
28	\$ 1,495,375	\$ 2,870,025	\$ 1,578,692	<b>29 TOTAL REQUIREMENTS</b>	<b>\$ 1,569,077</b>	\$ -	\$ -	<b>28</b>

## DETAILED REQUIREMENTS

**FORM  
LB-31**

### GENERAL OPERATING FUND

### PORT OF SIUSLAW

	Historical Data			MATERIALS & SERVICES	Number of Employ- ees	Range*	Supplemental Budget FY 2014-15 Resolution 11-19-14A			
	Actual		Adopted Budget This Year Year 2013-2014				Proposed by Staff			
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013								
1	\$ 866	\$ 215	\$ 1,500	1 Employee Training			\$ 1,500			1
2	\$ 2,894		\$ 3,150	2 Grant Expenses			\$ 37,500			2
3	\$ 16,780	\$ 18,079	\$ 12,600	3 Advertising & Web site			\$ 12,750			3
4	\$ 1,448	\$ 3,303	\$ 3,000	4 Office Supplies			\$ 3,000			4
5	\$ 20,478	\$ 21,882	\$ 19,300	5 Operation Supplies			\$ 21,000			5
6	\$ 57,061	\$ 50,695	\$ 50,000	6 Marine Fuel			\$ 50,000			6
7	\$ 4,378	\$ 6,050	\$ 8,000	7 Audit			\$ 6,000			7
8		\$ 2,370	\$ 2,000	8 Accounting Services			\$ 2,000			8
9	\$ 36,792	\$ 16,037	\$ 20,000	9 Legal Services			\$ 20,000			9
10		\$ 2,072	\$ 1,000	10 Cost of Retail Items			\$ 1,000			10
11	\$ 40,028	\$ 42,310	\$ 44,000	11 Insurance			\$ 50,000			11
12	\$ 5,178	\$ 10,427	\$ 38,000	12 Contracted Services			\$ 13,000			12
13	\$ 6,519	\$ 12,257	\$ 17,300	13 Travel & Meeting Expense			\$ 15,000			13
14	\$ 8,144	\$ 8,562	\$ 8,403	14 Dues/Subscriptions			\$ 15,000			14
15	\$ 1,910	\$ 3,640	\$ 3,500	15 Public Relations			\$ 3,500			15
16		\$ 2,158		16 Events						16
17	\$ 6,370	\$ 9,340	\$ 9,000	17 Telephone			\$ 9,000			17
18	\$ 9,034	\$ 6,513	\$ 10,000	18 Leased Property Taxes			\$ 13,000			18
19	\$ 14,741	\$ 20,772	\$ 17,000	19 Transient Room Tax			\$ 20,000			19
20	\$ 40,141	\$ 53,965	\$ 52,500	20 Facilities			\$ 60,500			20
21	\$ 10,836	\$ 9,134	\$ 15,900	21 MAP Repairs			\$ 15,900			21
22	\$ 1,625	\$ 4,045	\$ 9,000	22 Tool & Equipment Purchase			\$ 9,000			22
23	\$ 4,984	\$ 7,440	\$ 7,000	23 Equipment Rental			\$ 7,000			23
24	\$ 5,470	\$ 8,767	\$ 8,000	24 Equipment Repairs			\$ 8,000			24
25	\$ 79,833	\$ 99,002	\$ 85,000	25 Utilities			\$ 105,000			25
26	\$ 9,416	\$ 12,947	\$ 13,500	26 State Lease and License Fees			\$ 16,000			26
27	\$ 7,878	\$ 9,617	\$ 10,000	27 Bank Fees			\$ 12,000			27
28		\$ 903	\$ 2,000	28 Employee Clothing			\$ 2,000			28
29	\$ 954	\$ 1,875		29 Miscellaneous - Other						29
30	\$ 1,914	\$ 4,134	\$ 2,000	30 Election Expense			\$ 3,000			30
31				<b>31 TOTAL MATERIAL &amp; SERVICES</b>			<b>\$ 531,650</b>			31
32				<b>32 UNAPPROPRIATED ENDING FUND BALAN</b>						32
<b>33</b>	<b>\$ 395,669</b>	<b>\$ 448,510</b>	<b>\$ 472,653</b>	<b>33 TOTAL REQUIREMENTS</b>			<b>\$ 531,650</b>			<b>33</b>