

AGENDA
PORT OF SIUSLAW COMMISSION MEETING
Wednesday, 20 January 2016
Port Office, 100 Harbor Street,
Lane County, Florence, OR 97439

CALL TO ORDER **7:00 pm**

APPROVAL OF THE AGENDA

REMARKS FROM CITIZENS/GROUPS

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

REMONSTRANCE FROM THE COMMISSION

FINANCIALS

Financial Statements: Ratify Bills Paid in December \$77,016.46

STATE OF THE PORT MESSAGE, by Ron Caputo, Board President

OLD BUSINESS

NEW BUSINESS

1. Update on Wilbur Property Negotiation

2. Award Banking Services of Record for 2016-2018

REPORTS President, Commission, Manager

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 to take action if needed.

SCHEDULED MEETINGS

- Wednesday, 17 February 2016, Regular Commission Meeting, 7:00pm
- Wednesday, 16 March 2016, Regular Commission Meeting, 7:00pm
- Wednesday, 20 April 2016, Regular Commission Meeting, 7:00pm

MINUTES

PORT OF SIUSLAW COMMISSION MEETING
Wednesday, 16 December 2015, 7:00pm
Port Office, 100 Harbor Street, Florence OR 97439

Commissioners Attending: Ron Caputo, Terry Duman, Nancy Rickard, David Huntington, Mike Buckwald

Staff Attending: Dina McClure

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

APPROVAL OF THE AGENDA – Commissioner Rickard requested adding an item to New Business to discuss responding to an email to submit a list of priorities to Senator DeFazio's staff for the 2016 Water Resources Development Act (WRDA).

PRESENTATION: Dancing with Sea Lions, presented by Jennifer Conner, Florence Events Center Marketing Director

FINANCIALS (7:13:25) On the Motion, made by Commissioner Rickard and seconded by Commissioner Buckwald, the board voted unanimously to ratify bills in the amount of \$121,370.18.

NEW BUSINESS (7:14:10)

1. Consider Dancing With Sea Lions Project Donation: On the Motion, made by Commissioner Rickard and seconded by Commissioner Duman, the board voted unanimously to donate \$1,500 to sponsor the Dancing with Sea Lions Project.
2. WRDA 2016: The commissioners listed jetty repairs, dredging, bulkhead repair, wharf repair, and replacing marina debris booms as their priority list to submit to WRDA 2016. There was also a brief discussion about the bulkhead repair and C Row bank erosion.

REPORTS (7:27:25)

Commissioner Caputo

- Attended Florence Urban Renewal Agency (FURA) and Lane Area Council on Transportation (LACT) meetings.

Commissioner Rickard

- Attended Florence Urban Renewal Agency (FURA) and the Land/Sea Symposium in Yachats in November.
- Attended Florence Economic Development, Siuslaw Watershed Council, Lane Area Council on Transportation orientation, Florence City Council, and Eugene Watershed Council in December.

Manager

- Staff continues to monitor storm debris removal in the marinas.
- Applied for an SDAO Water Intrusion Grant to add gravel around the blue storage buildings.
- Auditors were here for their field visit.
- We are working with the City to repair the cracked concrete near ICM and boardwalk.

Commission President Caputo adjourned the regular meeting at 7:38pm to enter into Executive Session per ORS 192.660 (2) (a), per ORS 192.660 (2) (e), and per ORS 192.660 (2) (f). Commissioner Caputo said the board would return to open session to take action if needed.

MINUTES
 PORT OF SIUSLAW SPECIAL MEETING
 Friday, 18 December 2015, 3:00pm
 Port Office, 100 Harbor Street, Florence OR 97439

Commissioners Attending: Ron Caputo, Nancy Rickard, David Huntington, Terry Duman

Staff Attending: Dina McClure

Purpose: To discuss Real Estate Agreements, Banking Services for 2016-18, and extend Interim Port Manager Contract

Commission President Caputo called the meeting to order at 3:00pm.

- **Discuss Agreement Conditions for the Wilbur property:** There was discussion to extend the Close of Escrow date (on the Earnest Money Agreement) to June 30, 2016 in order to:
 - Allow more time to inquire about a Phase I Environmental Site Assessment (ESA),
 - Talk to OSMB and ODFW regarding future plans for the property,
 - Consider Addendum 1 that addresses the Seller to sublease or partition the land under the billboard.

There was discussion about how the port is going to pay for the down payment of \$50K:

- The port would pay \$3K down, the Wilbur's would credit the pre-paid lease money (approx \$18K) to the down payment, and the balance would come from a pending property sale.

There was continued discussion about the Phase I ESA leading to a Phase II ESA. The port needs to pursue the Phase I ESA in order to do "due diligence" in purchasing property with an industrial history. It was agreed for Caputo and McClure to continue negotiations with the Wilbur's the following week.

- **Discuss Agreement Conditions for Berkshire Hathaway:** (3:17:30) The board was informed that Del Phelps, a broker with Berkshire Hathaway, has a listing contract on file with the port for the Pacific View Industrial Park property (expires 3/31/16) and that Phelps had a verbal agreement with the previous manager to be a "Real Estate Agent of Record" for additional surplus properties which, if the board agrees, should be put in writing. There was discussion between the board and Phelps, who was in the audience. On the **Motion**, made by Commissioner Duman, and seconded by Commissioner Huntington, the board voted unanimously to honor Berkshire Hathaway's listing contract for the Pacific View Industrial Park property only (no other properties) until March 31, 2016.
- **Receive Recommendation for 2016-18 Banking Services:** (3:37:35) The board was informed that Banner Bank, Oregon Pacific Bank, and U.S. Bank responded to

the RFP. All proposals were competitive for what the port requires for general banking services. There was discussion about staying with Banner Bank, the possibility of changing banks, and getting advice from Commissioner Buckwald. On the **Motion**, made by Commissioner Duman, and seconded by Commissioner Rickard, the board voted unanimously to postpone the decision to appoint 2016-18 Banking Services until the January meeting.

- **Extend Interim Port Manager Contract to January 31, 2016:** (3:45:45) On the **Motion**, made by Commissioner Rickard, and seconded by Commissioner Huntington, the board voted unanimously to extend McClure's contract to February 1, 2016.

McClure requested additional discussion not on the agenda:

- **Request from Vintage Blue Warehouse Estate Sale to Sub-Lease Section of Building:** (3:47:45) Following the review of the current contract, the board discussed the request. On the **Motion**, made by Commissioner Huntington, and seconded by Commissioner Duman, the board voted unanimously to not allow a sub-lease.
- **Sending a representative to the PNWA Mission to Washington DC:** It was decided to not send a representative to the upcoming conference.
- **Glass Ball Give-Away:** Commissioner Duman asked McClure to contact the Florence Chamber to ask merchants to re-instate this popular program.

Commission President Caputo adjourned the meeting at 4:05pm.

MINUTES
PORT OF SIUSLAW SPECIAL MEETING
Wednesday, 6 January 2016, 1:00pm
Port Office, 100 Harbor Street, Florence OR 97439

Commissioners Attending: Ron Caputo, Nancy Rickard, David Huntington

Staff Attending: Dina McClure

Purpose: To Choose Applicant to Offer Port Manager Position & Starting Salary, and Approve Port Manager Contract

Commission President Caputo called the meeting to order at 1:00pm.

- 1. Vote on Applicant to Offer Port Manager Position:** On the **Motion**, made by Commissioner Rickard, and seconded by Commissioner Huntington, the board voted unanimously to offer the Port Manager position, contingent on a successful background check, and pre-employment drug test and physical to Steven Leskin.
- 2. Vote on Starting Salary for Port Manager Position:** On the **Motion**, made by Commissioner Rickard, and seconded by Commissioner Huntington, the board voted unanimously to start the salary negotiation at \$50,000.
- 3. Approve Port Manager Contract and Appoint Board Member to Negotiate with Applicant:** The board reviewed the contract revisions suggested by the port attorney. On the **Motion**, made by Commissioner Rickard, and seconded by Commissioner Huntington, the board voted unanimously to move forward with the revised Port Manager contract. On the **Motion**, made by Commissioner Rickard, and seconded by Commissioner Huntington, the board voted unanimously to select Commissioner Caputo to negotiate the contract with Steven Leskin.

Commission President Caputo adjourned the meeting at 1:08pm.

Port of Siuslaw Profit & Loss Budget Performance

December 2015

				Dec 15	Jul - Dec 15	VARIANCE	Annual Budget
Income							
4100 · Available Beginning Cash				0.00	0.00		350,000.00
4140 · Campground Revenue							
4141 · RV Sites- Taxable				5,659.39	173,888.17	63,111.83	237,000.00
4142 · RV Sites -Non Taxable				3,451.48	70,595.32	34,404.68	105,000.00
4143 · RV Site - Add'l revenue				203.00	3,730.28	269.72	4,000.00
4144 · Transient Room Tax				549.48	16,869.10	6,130.90	23,000.00
4145 · Reservation Fees				160.00	14,940.72	1,059.28	16,000.00
Total 4140 · Campground Revenue				10,023.35	280,023.59	104,976.41	385,000.00
4150 · Leases							
4151 · Building Lease - 1499 Bay St				1,150.00	6,900.00	6,900.00	13,800.00
4152 · Building Lease - 080A Harbor St				1,200.00	7,200.00	7,200.00	14,400.00
4153 · Wharf lease - ICM				4,129.90	24,779.40	24,779.60	49,559.00
4154 · Wharf lease - Mo's				8,418.20	50,509.20	50,508.80	101,018.00
4155 · Concessions				0.00	9,000.00	2,223.00	11,223.00
Total 4150 · Leases				14,898.10	98,388.60	91,611.40	190,000.00
4160 · Moorage							
4162 · Commercial Moorage				1,235.53	10,071.48	3,968.52	14,040.00
4163 · Sport Moorage				2,221.51	54,786.65	213.35	55,000.00
4165 · Liveaboard Fees				120.00	680.02	279.98	960.00
Total 4160 · Moorage				3,577.04	65,538.15	4,461.85	70,000.00
4170 · Storage							
4171 · Outside storage				160.72	1,407.76	392.24	1,800.00
4172 · Indoor Storage				2,017.34	14,054.30	6,145.70	20,200.00
Total 4170 · Storage				2,178.06	15,462.06	6,537.94	22,000.00
4190 · Marine Fuel							
4191 · Diesel				577.80	3,287.48	6,712.52	10,000.00
4192 · Gas, Non-ethanol				77.62	44,576.85	423.15	45,000.00
Total 4190 · Marine Fuel				655.42	47,864.33	7,135.67	55,000.00
4200 · Other Facility Income							
4210 · Parking Income							
4211 · Nopal Lot Long Term				0.00	0.00	300.00	300.00
4210 · Parking Income - Other				18.00	12,144.89	-2,444.89	9,700.00
Total 4210 · Parking Income				18.00	12,144.89	-2,144.89	10,000.00
4220 · Dump Station Fees				25.00	3,536.01	463.99	4,000.00
4230 · Gazebo Rental				0.00	175.00	-175.00	0.00
4240 · Vending Sales							
4242 · Boat Flush				8.75	960.45	-310.45	650.00

Port of Siuslaw Profit & Loss Budget Performance

December 2015

				Dec 15	Jul - Dec 15	VARIANCE	Annual Budget
			4243 · Laundry	372.00	4,084.70	915.30	5,000.00
			4244 · Soap/Bleach	10.00	144.00	156.00	300.00
			4245 · Tidebooks	5.00	75.00	-25.00	50.00
			Total 4240 · Vending Sales	395.75	5,264.15	735.85	6,000.00
			4250 · Forklift & Hoist	150.00	170.00	-170.00	0.00
			4251 · Port Labor	0.00	690.00	-690.00	0.00
			4252 · Seafood Seller Permits	0.00	200.00	-200.00	0.00
			4253 · Charter/Guide Permit	0.00	450.00	-450.00	
			4270 · Retail Sales				
			4271 · Mugs	0.00	20.00	40.00	60.00
			4272 · Clothing Sales	0.00	529.00	411.00	940.00
			4273 · 2 Cycle Oil	0.00	75.00	-75.00	0.00
			4274 · Pins	3.00	61.00	-61.00	0.00
			4275 · LED Pocket lights	30.00	30.00	-30.00	0.00
			Total 4270 · Retail Sales	33.00	715.00	285.00	1,000.00
			4300 · Cash Over/Short	-31.00	-7.34	7.34	0.00
			Total 4200 · Other Facility Income	590.75	23,337.71	-2,337.71	21,000.00
			4500 · Levied Taxes				
			4510 · Current Levied Taxes	77,287.71	258,213.94	41,786.06	300,000.00
			4515 · State Forest Sales	0.00	4,624.27	-324.27	4,300.00
			4520 · Prior Years Levied Taxes	402.89	2,540.58	-540.58	2,000.00
			4525 · Levied Tax Interest	0.00	404.32	-404.32	0.00
			Total 4500 · Levied Taxes	77,690.60	265,783.11	40,516.89	306,300.00
			4540 · Interest Income	33.70	136.59	663.41	800.00
			4550 · Maintenance Assistance Program	0.00	15,500.00	400.00	15,900.00
			4600 · Miscellaneous Income				
			4605 · NSF check service charge	0.00	60.00	-60.00	0.00
			4610 · Reimbursement Income	571.80	5,716.16	-5,716.16	0.00
			4615 · Late Fees	30.19	874.23	-874.23	0.00
			4625 · Other Income	18.00	6,086.99	-6,086.99	0.00
			4600 · Miscellaneous Income - Other	0.00	160.00	9,840.00	10,000.00
			Total 4600 · Miscellaneous Income	619.99	12,897.38	-2,897.38	10,000.00
			4650 · Sale of Surplus Equipment	0.00	375.00		0.00
			4840 · Grants				
			4841 · OR State Marine Board Grant	0.00	32,229.68	102,639.32	134,869.00
			Total 4840 · Grants	0.00	32,229.68	102,639.32	134,869.00
			Total Income	110,267.01	857,536.20	703,332.80	1,560,869.00

Port of Siuslaw Profit & Loss Budget Performance

December 2015

				Dec 15	Jul - Dec 15	VARIANCE	Annual Budget
Gross Profit				110,267.01	857,536.20	703,332.80	1,560,869.00
Expense							
5000 · Personal Services							
5020 · Port Manager				-931.01	37,513.66	27,486.34	65,000.00
5021 · Interim Port Manager				9,275.00	9,555.00	-9,555.00	0.00
5030 · Administrative Assistant				0.00	15,588.36	23,349.64	38,938.00
5036 · Project Coordinator				3,569.28	14,322.88	10,684.12	25,007.00
5045 · Services Lead				3,817.72	7,410.07	-7,410.07	
5050 · Office Assistant				0.00	7,709.78	16,929.22	24,639.00
5061 · Campground Staff				2,239.47	11,521.66	11,300.34	22,822.00
5065 · Fuel Attendant				0.00	2,337.00	1,663.00	4,000.00
5075 · Maintenance I Lead				5,451.35	23,103.31	19,427.69	42,531.00
5076 · Maintenance II				3,785.91	16,630.47	13,978.53	30,609.00
5077 · Maintenance III				1,841.44	13,545.69	14,619.31	28,165.00
5078 · Groundskeeper				1,436.12	7,686.50	20,197.50	27,884.00
5110 · Payroll taxes				2,743.73	14,852.28	16,735.72	31,588.00
5180 · Health Insurance				3,524.43	21,800.07	33,529.93	55,330.00
5181 · Life Insurance				15.05	92.45	1,797.55	1,890.00
5182 · Dental Insurance				323.75	1,988.75	2,968.25	4,957.00
5190 · Workers Compensation Insurance				0.00	7,608.76	-608.76	7,000.00
5251 · Applicant Expenses				0.00	142.48	-142.48	0.00
5270 · Retirement				0.00	0.00	5,000.00	5,000.00
5275 · Compensated absences				1,117.86	1,528.58	3,471.42	5,000.00
5280 · Overtime				0.00	0.00	3,000.00	3,000.00
Total 5000 · Personal Services				38,210.10	214,937.75	208,422.25	423,360.00
5300 · Material and Services							
5260 · Employee Training				0.00	765.00	465.00	1,230.00
5310 · Grant Expenses						0.00	
5313 · Dredging Permit				0.00	2,819.00	-2,819.00	0.00
5310 · Grant Expenses - Other				0.00	0.00	10,000.00	10,000.00
Total 5310 · Grant Expenses				0.00	2,819.00	7,181.00	10,000.00
5340 · Advertising				605.24	4,591.43	8,408.57	13,000.00
5345 · Web Site				700.00	919.43	-919.43	0.00
5350 · Office Supplies				105.99	661.82	3,338.18	4,000.00
5360 · Operation Supplies							
5361 · Safety Supplies				26.56	2,146.21	-46.21	2,100.00
5362 · Vehicle fuel				110.23	739.66	1,360.34	2,100.00
5360 · Operation Supplies - Other				845.59	5,621.62	10,178.38	15,800.00
Total 5360 · Operation Supplies				982.38	8,507.49	11,492.51	20,000.00

Port of Siuslaw Profit & Loss Budget Performance

December 2015

				Dec 15	Jul - Dec 15	VARIANCE	Annual Budget
5370 - Marine Fuel							
			5371 - Non-ethanol Gas	0.00	32,275.16	7,724.84	40,000.00
			5372 - Diesel	0.00	2,068.41	7,931.59	10,000.00
			Total 5370 - Marine Fuel	0.00	34,343.57	15,656.43	50,000.00
			5410 - Audit	0.00	0.00	8,000.00	8,000.00
			5420 - Accounting Service	0.00	703.50	2,296.50	3,000.00
			5430 - Legal Services	5,043.50	11,892.00	-1,892.00	10,000.00
			5436 - Cost of Retail Items	147.05	828.15	171.85	1,000.00
			5450 - Insurance - General	0.00	0.00	55,000.00	55,000.00
			5455 - Insurance Claims Paid	0.00	2,700.00	-2,700.00	0.00
			5470 - Contracted Services	1,156.12	5,399.34	7,600.66	13,000.00
			5510 - Travel & Meeting Expense	266.00	782.03	9,217.97	10,000.00
			5520 - Dues/Subscriptions	3,101.20	14,189.94	2,110.06	16,300.00
			5530 - Public Relations	1,825.00	4,004.00	-504.00	3,500.00
			5550 - Telephone Expense	714.85	3,961.46	5,038.54	9,000.00
			5610 - Property Taxes	0.00	13,224.82	775.18	14,000.00
			5620 - Transient Room Tax	483.88	16,014.73	4,985.27	21,000.00
			5700 - Facilities	2,399.61	18,879.41	36,620.59	55,500.00
			5701 - MAP Repairs	198.29	6,438.09	4,011.91	10,450.00
			5730 - Tool & Equipment Purchase	231.38	1,817.63	3,182.37	5,000.00
			5750 - Equipment Rental	399.50	4,600.14	3,399.86	8,000.00
			5790 - Equipment Repairs	337.54	1,929.30	6,070.70	8,000.00
			5800 - Utilities				
			5810 - Electric	3,884.85	24,030.93	13,969.07	38,000.00
			5820 - Water/Sewer	4,396.41	24,596.34	5,403.66	30,000.00
			5830 - Trash Service	843.83	14,028.00	3,972.00	18,000.00
			5840 - TV Cable	2,000.93	9,848.74	14,151.26	24,000.00
			5850 - Propane	0.00	156.10	-156.10	0.00
			5870 - Sani-Star dump fee	150.00	900.00	-900.00	0.00
			Total 5800 - Utilities	11,276.02	73,560.11	36,439.89	110,000.00
			5900 - State Lease Fees	4,156.17	4,156.17	9,843.83	14,000.00
			5950 - Miscellaneous				
			5953 - Online Transaction Fees	75.37	490.20	-490.20	0.00
			5954 - Bank CC Charges	642.80	10,343.67	1,656.33	12,000.00
			5955 - Employee Clothing	50.98	856.05	1,143.95	2,000.00
			5950 - Miscellaneous - Other	0.00	6,181.19	-1,181.19	5,000.00
			Total 5950 - Miscellaneous	769.15	17,871.11	1,128.89	19,000.00
			5960 - NSF Check	0.00	60.00	-60.00	0.00
			Total 5300 - Material and Services	34,898.87	255,619.67	236,360.33	491,980.00

Port of Siuslaw Profit & Loss Budget Performance

December 2015

				Dec 15	Jul - Dec 15	VARIANCE	Annual Budget
6000 - Capital Outlay							
6060 - Operations Equipment							
6067 - Broadband Wi-Fi				0.00	214.19	-214.19	0.00
6068 - CG & Marina Software				0.00	0.00	5,500.00	5,500.00
Total 6060 - Operations Equipment				0.00	214.19	5,285.81	5,500.00
6170 - Marine Facilities							
6178 - Floating Restroom				0.00	325.56	124,674.44	125,000.00
6180 - West Basin Repairs				0.00	7,150.00	-7,150.00	0.00
6181 - Security Cameras/Gates				0.00	0.00	4,369.00	4,369.00
Total 6170 - Marine Facilities				0.00	7,475.56	121,893.44	129,369.00
6610 - Capital Reserve Future Exp's				0.00	0.00	15,000.00	15,000.00
Total 6000 - Capital Outlay				0.00	7,689.75	142,179.25	149,869.00
6700 - Contingency				0.00	0.00	100,000.00	100,000.00
7000 - Debt Service							
7215 - MNIF (Dredging) #524016				0.00	5,876.15	3.85	5,880.00
7216 - PRLF (MSLTD) #525186				0.00	23,199.86	23,200.14	46,400.00
7220 - PRLF (Nopal Devel) #520130				0.00	14,728.72	14,731.28	29,460.00
7225 - Banner Bank (PVIP) 1000214241				1,499.92	8,999.52	9,000.48	18,000.00
7230 - PRLF Loan (Wharf) #525196				0.00	14,849.88	15,100.12	29,950.00
7270 - SPWF (Bdwk Prj) L0004				0.00	15,961.07	8.93	15,970.00
Total 7000 - Debt Service				1,499.92	83,615.20	62,044.80	145,660.00
Total Expense				74,608.89	561,862.37	749,006.63	1,310,869.00
Net Income				35,658.12	295,673.83	-45,673.83	250,000.00

**Port of Siuslaw
 Balance Sheet
 As of December 31, 2015**

	<u>Dec 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · SB Checking - General Fund	28,220.07
1003 · SB SAV - Capital Reserve	85,052.30
1005 · SB MMA - General Fund	534,506.71
1050 · SB MMA - ICM	5,043.65
1070 · Petty Cash	800.00
Total Checking/Savings	<u>653,622.73</u>
Other Current Assets	
1220 · Accounts Receivable	12,760.33
1499 · Undeposited Funds	1,999.50
Total Other Current Assets	<u>14,759.83</u>
Total Current Assets	<u>668,382.56</u>
TOTAL ASSETS	<u>668,382.56</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · *Accounts Payable	9,428.28
Total Accounts Payable	<u>9,428.28</u>
Credit Cards	
2021 · Port Credit Card 1	797.10
Total Credit Cards	<u>797.10</u>
Other Current Liabilities	
2030 · Deposits Held	8,590.00
2040 · Gift Certificates	-277.00
2045 · Unearned CG Revenue (Hercules)	118,984.23
2150 · Payroll related Liabilites	37.72
Total Other Current Liabilities	<u>127,334.95</u>
Total Current Liabilities	<u>137,560.33</u>
Total Liabilities	137,560.33
Equity	
3000 · Opening Bal Equity	104,709.66
3900 · *Retained Earnings	120,502.99
Net Income	305,609.58
Total Equity	<u>530,822.23</u>
TOTAL LIABILITIES & EQUITY	<u>668,382.56</u>

Port of Siuslaw
Profit & Loss Prev Year Comparison
July through December 2015

				Jul - Dec 15	Jul - Dec 14	\$ Change	% Change
Income							
4140 - Campground Revenue							
			4141 - RV Sites- Taxable	173,888.17	163,292.54	10,595.63	6.49%
			4142 - RV Sites -Non Taxable	70,595.32	71,516.31	-920.99	-1.29%
			4143 - RV Site - Add'l revenue	3,730.28	3,346.26	384.02	11.48%
			4144 - Transient Room Tax	16,869.10	15,832.73	1,036.37	6.55%
			4145 - Reservation Fees	14,940.72	12,485.87	2,454.85	19.66%
			4146 - Hercules Payments, CG office	0.00	0.00	0.00	0.0%
			4147 - Hercules Payments, Online	0.00	0.00	0.00	0.0%
			Total 4140 - Campground Revenue	280,023.59	266,473.71	13,549.88	5.09%
4150 - Leases							
			4151 - Building Lease - 1499 Bay St	6,900.00	6,900.00	0.00	0.0%
			4152 - Building Lease - 080A Harbor St	7,200.00	7,200.00	0.00	0.0%
			4153 - Wharf lease - ICM	24,779.40	24,779.40	0.00	0.0%
			4154 - Wharf lease - Mo's	50,509.20	46,668.36	3,840.84	8.23%
			4155 - Concessions	9,000.00	8,950.00	50.00	0.56%
			4156 - Docking Lease	0.00	725.04	-725.04	-100.0%
			Total 4150 - Leases	98,388.60	95,222.80	3,165.80	3.33%
4160 - Moorage							
			4162 - Commercial Moorage	10,071.48	7,082.06	2,989.42	42.21%
			4163 - Sport Moorage	54,786.65	43,663.56	11,123.09	25.48%
			4165 - Liveaboard Fees	680.02	825.72	-145.70	-17.65%
			Total 4160 - Moorage	65,538.15	51,571.34	13,966.81	27.08%
4170 - Storage							
			4171 - Outside storage	1,407.76	1,215.10	192.66	15.86%
			4172 - Indoor Storage	14,054.30	11,597.94	2,456.36	21.18%
			Total 4170 - Storage	15,462.06	12,813.04	2,649.02	20.67%
4190 - Marine Fuel							
			4191 - Diesel	3,287.48	5,620.83	-2,333.35	-41.51%
			4192 - Gas, Non-ethanol	44,576.85	47,713.78	-3,136.93	-6.57%
			Total 4190 - Marine Fuel	47,864.33	53,334.61	-5,470.28	-10.26%
4200 - Other Facility Income							
			4210 - Parking Income	12,144.89	10,758.50	1,386.39	12.89%
			4220 - Dump Station Fees	3,536.01	2,649.83	886.18	33.44%
			4230 - Gazebo Rental	175.00	50.00	125.00	250.0%
			4240 - Vending Sales				
			4241 - Car Wash	0.00	883.53	-883.53	-100.0%
			4242 - Boat Flush	960.45	670.50	289.95	43.24%
			4243 - Laundry	4,084.70	4,206.00	-121.30	-2.88%

Port of Siuslaw
Profit & Loss Prev Year Comparison
 July through December 2015

					Jul - Dec 15	Jul - Dec 14	\$ Change	% Change
				4244 · Soap/Bleach	144.00	184.00	-40.00	-21.74%
				4245 · Tidebooks	75.00	17.00	58.00	341.18%
				Total 4240 · Vending Sales	5,264.15	5,961.03	-696.88	-11.69%
				4250 · Forklift & Hoist	170.00	325.00	-155.00	-47.69%
				4251 · Port Labor	690.00	0.00	690.00	100.0%
				4252 · Seafood Seller Permits	200.00	75.00	125.00	166.67%
				4253 · Charter/Guide Permit	450.00	0.00	450.00	100.0%
				4270 · Retail Sales				
				4271 · Mugs	20.00	30.00	-10.00	-33.33%
				4272 · Clothing Sales	529.00	793.00	-264.00	-33.29%
				4273 · 2 Cycle Oil	75.00	75.00	0.00	0.0%
				4274 · Pins	61.00	51.00	10.00	19.61%
				4275 · LED Pocket lights	30.00	40.00	-10.00	-25.0%
				Total 4270 · Retail Sales	715.00	989.00	-274.00	-27.71%
				4300 · Cash Over/Short	-7.34	14.05	-21.39	-152.24%
				Total 4200 · Other Facility Income	23,337.71	20,822.41	2,515.30	12.08%
				4500 · Levied Taxes				
				4510 · Current Levied Taxes	258,213.94	251,250.21	6,963.73	2.77%
				4515 · State Forest Sales	4,624.27	57,239.21	-52,614.94	-91.92%
				4520 · Prior Years Levied Taxes	2,540.58	2,737.72	-197.14	-7.2%
				4525 · Levied Tax Interest	404.32	612.03	-207.71	-33.94%
				Total 4500 · Levied Taxes	265,783.11	311,839.17	-46,056.06	-14.77%
				4540 · Interest Income	136.59	389.54	-252.95	-64.94%
				4550 · Maintenance Assistance Program	15,500.00	15,900.00	-400.00	-2.52%
				4600 · Miscellaneous Income				
				4605 · NSF check service charge	60.00	0.00	60.00	100.0%
				4610 · Reimbursement Income	5,716.16	5,518.09	198.07	3.59%
				4615 · Late Fees	874.23	299.80	574.43	191.6%
				4625 · Other Income	6,086.99	286.41	5,800.58	2,025.27%
				4600 · Miscellaneous Income - Other	160.00	1,375.00	-1,215.00	-88.36%
				Total 4600 · Miscellaneous Income	12,897.38	7,479.30	5,418.08	72.44%
				4650 · Sale of Surplus Equipment	375.00	2,000.00	-1,625.00	-81.25%
				4840 · Grants				
				4841 · OR State Marine Board Grant	32,229.68	0.00	32,229.68	100.0%
				Total 4840 · Grants	32,229.68	0.00	32,229.68	100.0%
				Total Income	857,536.20	837,845.92	19,690.28	2.35%
				Gross Profit	857,536.20	837,845.92	19,690.28	2.35%

Port of Siuslaw
Profit & Loss Prev Year Comparison
July through December 2015

				Jul - Dec 15	Jul - Dec 14	\$ Change	% Change
Expense							
5000 · Personal Services							
			5020 · Port Manager	37,513.66	36,272.43	1,241.23	3.42%
			5021 · Interim Port Manager	9,555.00	0.00	9,555.00	100.0%
			5030 · Administrative Assistant	15,588.36	20,255.55	-4,667.19	-23.04%
			5036 · Project Coordinator	14,322.88	12,804.36	1,518.52	11.86%
			5045 · Services Lead	7,410.07	0.00	7,410.07	100.0%
			5050 · Office Assistant	7,709.78	12,575.58	-4,865.80	-38.69%
			5060 · Campground Lead	0.00	8,304.33	-8,304.33	-100.0%
			5061 · Campground Staff	11,521.66	4,704.83	6,816.83	144.89%
			5065 · Fuel Attendant	2,337.00	3,010.94	-673.94	-22.38%
			5075 · Maintenance I Lead	23,103.31	21,759.51	1,343.80	6.18%
			5076 · Maintenance II	16,630.47	15,825.36	805.11	5.09%
			5077 · Maintenance III	13,545.69	14,574.00	-1,028.31	-7.06%
			5078 · Groundskeeper	7,686.50	14,539.95	-6,853.45	-47.14%
			5110 · Payroll taxes	14,852.28	16,300.11	-1,447.83	-8.88%
			5180 · Health Insurance	21,800.07	26,253.73	-4,453.66	-16.96%
			5181 · Life Insurance	92.45	667.00	-574.55	-86.14%
			5182 · Dental Insurance	1,988.75	2,218.30	-229.55	-10.35%
			5190 · Workers Compensation Insurance	7,608.76	9,126.28	-1,517.52	-16.63%
			5251 · Applicant Expenses	142.48	55.00	87.48	159.06%
			5275 · Compensated absences	1,528.58	303.12	1,225.46	404.28%
			Total 5000 · Personal Services	214,937.75	219,550.38	-4,612.63	-2.1%
5300 · Material and Services							
			5260 · Employee Training	765.00	205.90	559.10	271.54%
			5310 · Grant Expenses				
			5311 · Hiker Biker Advertising	0.00	1,330.00	-1,330.00	-100.0%
			5313 · Dredging Permit	2,819.00	0.00	2,819.00	100.0%
			5315 · STEP Fish Clean Station	0.00	400.00	-400.00	-100.0%
			Total 5310 · Grant Expenses	2,819.00	1,730.00	1,089.00	62.95%
			5340 · Advertising	4,591.43	8,929.39	-4,337.96	-48.58%
			5345 · Web Site	919.43	634.43	285.00	44.92%
			5350 · Office Supplies	661.82	1,883.68	-1,221.86	-64.87%
			5360 · Operation Supplies				
			5361 · Safety Supplies	2,146.21	603.52	1,542.69	255.62%
			5362 · Vehicle fuel	739.66	1,225.63	-485.97	-39.65%
			5360 · Operation Supplies - Other	5,621.62	6,407.34	-785.72	-12.26%
			Total 5360 · Operation Supplies	8,507.49	8,236.49	271.00	3.29%
			5370 · Marine Fuel				
			5371 · Non-ethanol Gas	32,275.16	38,335.72	-6,060.56	-15.81%

Port of Siuslaw Profit & Loss Prev Year Comparison July through December 2015

				Jul - Dec 15	Jul - Dec 14	\$ Change	% Change		
			5372 · Diesel	2,068.41	9,094.87	-7,026.46	-77.26%		
			Total 5370 · Marine Fuel	34,343.57	47,430.59	-13,087.02	-27.59%		
			5410 · Audit	0.00	7,750.00	-7,750.00	-100.0%		
			5420 · Accounting Service	703.50	699.50	4.00	0.57%		
			5430 · Legal Services	11,892.00	4,501.50	7,390.50	164.18%		
			5435 · Legal Publications	0.00	361.27	-361.27	-100.0%		
			5436 · Cost of Retail Items	828.15	535.20	292.95	54.74%		
			5450 · Insurance - General	0.00	47,135.00	-47,135.00	-100.0%		
			5455 · Insurance Claims Paid	2,700.00	0.00	2,700.00	100.0%		
			5470 · Contracted Services	5,399.34	9,530.44	-4,131.10	-43.35%		
			5510 · Travel & Meeting Expense	782.03	3,639.91	-2,857.88	-78.52%		
			5520 · Dues/Subscriptions	14,189.94	11,139.64	3,050.30	27.38%		
			5530 · Public Relations	4,004.00	1,856.95	2,147.05	115.62%		
			5540 · Events						
			5541 · In Water Boat Show	0.00	0.00	0.00	0.0%		
			Total 5540 · Events	0.00	0.00	0.00	0.0%		
			5550 · Telephone Expense	3,961.46	4,213.74	-252.28	-5.99%		
			5610 · Property Taxes	13,224.82	13,084.87	139.95	1.07%		
			5620 · Transient Room Tax	16,014.73	16,431.96	-417.23	-2.54%		
			5700 · Facilities	18,879.41	22,800.17	-3,920.76	-17.2%		
			5701 · MAP Repairs	6,438.09	4,427.58	2,010.51	45.41%		
			5730 · Tool & Equipment Purchase	1,817.63	517.92	1,299.71	250.95%		
			5750 · Equipment Rental	4,600.14	4,236.25	363.89	8.59%		
			5790 · Equipment Repairs	1,929.30	3,982.30	-2,053.00	-51.55%		
			5800 · Utilities						
			5810 · Electric	24,030.93	22,020.45	2,010.48	9.13%		
			5820 · Water/Sewer	24,596.34	20,045.76	4,550.58	22.7%		
			5830 · Trash Service	14,028.00	16,437.49	-2,409.49	-14.66%		
			5840 · TV Cable	9,848.74	10,897.84	-1,049.10	-9.63%		
			5850 · Propane	156.10	326.59	-170.49	-52.2%		
			5860 · Internet	0.00	510.00	-510.00	-100.0%		
			5870 · Sani-Star dump fee	900.00	900.00	0.00	0.0%		
			Total 5800 · Utilities	73,560.11	71,138.13	2,421.98	3.41%		
			5900 · State Lease Fees	4,156.17	14,933.56	-10,777.39	-72.17%		
			5950 · Miscellaneous						
			5953 · Online Transaction Fees	490.20	0.00	490.20	100.0%		
			5954 · Bank CC Charges	10,343.67	9,268.28	1,075.39	11.6%		
			5955 · Employee Clothing	856.05	372.48	483.57	129.82%		
			5950 · Miscellaneous - Other	6,181.19	150.00	6,031.19	4,020.79%		
			Total 5950 · Miscellaneous	17,871.11	9,790.76	8,080.35	82.53%		

Port of Siuslaw
Profit & Loss Prev Year Comparison
July through December 2015

				Jul - Dec 15	Jul - Dec 14	\$ Change	% Change
5960 - NSF Check				60.00	80.00	-20.00	-25.0%
Total 5300 - Material and Services				255,619.67	321,837.13	-66,217.46	-20.58%
6000 - Capital Outlay							
6050 - Office Equipment				0.00	3,422.65	-3,422.65	-100.0%
6060 - Operations Equipment							
6067 - Broadband Wi-Fi				214.19	0.00	214.19	100.0%
Total 6060 - Operations Equipment				214.19	0.00	214.19	100.0%
6170 - Marine Facilities							
6178 - Floating Restroom				325.56	1,150.00	-824.44	-71.69%
6179 - East Moorage Basin				0.00	7,145.60	-7,145.60	-100.0%
6180 - West Basin Repairs				7,150.00	0.00	7,150.00	100.0%
Total 6170 - Marine Facilities				7,475.56	8,295.60	-820.04	-9.89%
Total 6000 - Capital Outlay				7,689.75	11,718.25	-4,028.50	-34.38%
7000 - Debt Service							
7215 - MNIF (Dredging) #524016				5,876.15	5,876.15	0.00	0.0%
7216 - PRLF (MSLTD) #525186				23,199.86	23,199.86	0.00	0.0%
7220 - PRLF (Nopal Devel) #520130				14,728.72	14,728.72	0.00	0.0%
7225 - Banner Bank (PVIP) 1000214241				8,999.52	8,999.52	0.00	0.0%
7230 - PRLF Loan (Wharf) #525196				14,849.88	14,849.88	0.00	0.0%
7270 - SPWF (Bdwk Prj) L0004				15,961.07	15,961.07	0.00	0.0%
Total 7000 - Debt Service				83,615.20	83,615.20	0.00	0.0%
Total Expense				561,862.37	636,720.96	-74,858.59	-11.76%
Net Income				295,673.83	201,124.96	94,548.87	47.01%

	Campground 2012/2013			Campground 2013/2014			Campground 2014/2015			Campground 2015/2016		
	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights
JULY	58%	58%	1835	61%	61%	1989	72%	72%	2318	79%	79%	2448
AUG	74%	66%	2326	84%	73%	2728	90%	81%	2890	91%	85%	2812
SEPT	86%	73%	2605	83%	76%	2619	90%	84%	2795	88%	86%	2651
OCT	33%	63%	1083	38%	67%	1242	45%	74%	1462	49%	77%	1527
NOV	12%	53%	388	18%	57%	567	24%	64%	753	26%	67%	770
DEC	9%	45%	288	17%	50%	550	23%	57%	748	17%	58%	514
JAN	12%	41%	394	26%	47%	860	29%	53%	920		58%	
FEB	12%	37%	361	25%	44%	734	34%	51%	939		58%	
MAR	16%	35%	492	27%	42%	875	39%	50%	1211		58%	
APR	21%	33%	643	29%	41%	910	38%	48%	1134		58%	
MAY	26%	33%	835	34%	40%	1100	37%	47%	1130		58%	
JUN	34%	33%	1070	39%	40%	1210	45%	47%	1362		58%	
TL YTD	33%	33%	12320	40%	40%	15384	47%	47%	17662	58%		10722
REV YTD	\$301,812			\$350,021			\$408,911			\$276,494		

	Hiker/Biker 2014/15		2015/16	
	#	\$	#	\$
JULY	40	\$550	51	\$677
AUG	48	\$660	27	\$372
SEPT	29	\$324	19	\$346
OCT	6	\$60	26	\$326
NOV	3	\$32	2	\$16
DEC	1	\$16	2	\$24
JAN	0	\$0		
FEB	1	\$8		
MAR	8	\$80		
APR	9	\$72		
MAY	21	\$316		
JUN	20	\$160		
Total	186	\$2,278	127	\$1,761

	Moorage 2014/15			Moorage 2015/16		
	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights
JULY	39%	39%	1378	45%	45%	1669
AUG	61%	50%	2165	71%	58%	2635
SEPT	82%	61%	2842	95%	70%	3394
OCT	67%	62%	2268	75%	72%	2752
NOV	33%	56%	1121	32%	64%	1132
DEC	30%	52%	2804	31%	58%	1140
JAN	29%	49%	1104		58%	
FEB	29%	46%	961		58%	
MAR	31%	45%	1155		58%	
APR	33%	43%	1174		58%	
MAY	34%	43%	1245		58%	
JUN	33%	42%	1187		58%	
TL YTD	42%	42%	19404	58%		12722
REV YTD	\$69,337			\$75,165		