

AGENDA

**PORT OF SIUSLAW
COMMISSION MEETING
100 HARBOR STREET, FLORENCE OREGON
June 21, 2017 • 7:00pm Regular Meeting**

1	Call to Order	Caputo
2	Public Comment (limited to 15 minutes/5 minutes per speaker)	
3	Approval of Minutes by Consent	Caputo
4	Financial Statements by Consent	McClure
5	Public Hearing for FY2017-18 Budget	Public
6	Resolution 6-21-17A Adopting FY2017-18 Budget, Making Appropriations and Levying Taxes	Caputo
7	Discuss FEMA Grant for C Row Erosion	McClure
8	Discuss Marina Dredging for FY18-19	McClure
9	Discuss December Member Program	Duman
10	Commissioner Reports	
11	Public Comment (limited to 15 minutes/5 minutes per speaker)	
12	Adjourn	Caputo
13	Executive Session per ORS 192.660 (2) (e) Property	Caputo

Up Coming Events:

July 19, 2017 7:00pm Commission Meeting, Port of Siuslaw



MINUTES
PORT OF SIUSLAW COMMISSION MEETING
Wednesday, May 17, 2017, 7:00pm
100 Harbor Street, Florence, Oregon 97439

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

Staff Attending: Steven Leskin, Port Manager; Dina McClure, Administrative Assistant

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

2. Public Comments:

- Gordon Owen gave Caputo an invoice for moorage reimbursement. Owen said he was not treated right, he missed a court date due to community service work, and the bad publicity of his ordeal will hurt his business. Caputo said the board would respond to Owen's invoice by the next meeting.

3. Approval of the Minutes by Consent: The Minutes were approved by Consent.

4. Approval of the Financials by Consent: McClure said bills paid in April were \$51,498.25, the Balance Sheet was corrected, and there was only one payroll in April. Buckwald asked McClure to find out the projected amount of Current Levied Taxes for May and June. The Financials were approved by Consent.

5. Discuss Changing Public Speaker Sessions on Agenda: Caputo said he was concerned that the public who speak during the first public remarks session were repeating themselves during the second session. Caputo asked the board their opinion of discontinuing the second session. There was discussion in favor of keeping the second session since it gives the public the chance to speak after hearing the content of the meeting. It was decided to keep the second session with more control on public remarks from the President.

6. Health Insurance and Workers Comp Presentation from Coast Insurance:

- Jean Murphey described the Workers Compensation Renewal. Murphey told the board there would be an increase in premiums for FY17-18 due to a large claim in 2016. Murphey said the Port paid \$6,900 this year and should budget \$12K next year. Murphey said if there are no claims in 2017, the premium would decrease the following year.
- John Murphey reviewed the Health, Dental, and Life insurance renewal quotes. After performing rate comparisons, Murphey recommended Regence Blue Cross, Moda Dental, and Standard Life for the coming fiscal year. Murphey said the Port should expect to pay \$4,194 a month, which is a 7% increase over last year.

Motion to Approve Health Insurance and Workers Comp Renewal: Buckwald

Second: Huntington

Vote: Unanimous in favor. Caputo signed the renewal forms.

- 7. Resolution 5-17-17A Appropriations Transfer:** Leskin said the Resolution transfers \$20K out of General Fund Contingency into Facilities to repair gangways, parking lots, and replace the USCG Auxiliary Shed. Buckwald said he was not in favor of using Contingency funds and asked Leskin why these projects were not in the budget. Leskin said large projects are budgeted for next year and these projects were not anticipated. Buckwald suggested staff perform a survey to identify all projects, in order of priority, and put them on a calendar. Duman said he was still waiting for quotes to repair the blue storage buildings.

Motion to Approve Resolution 5-17-17A: Buckwald

Second: Rickard

Vote: Unanimous in favor.

- 8. Discuss FEMA Grant for C Row Erosion Project:** Duman reviewed the April 26 meeting that he attended with Caputo, Leskin, and Jack Akin, engineer for the C Row Erosion project. Duman had three concerns:
- Duman said he and Akin disagreed on the source of the erosion. Duman was sure the erosion was caused by parking lot runoff. Akin was sure the erosion was caused by the river. Following a visit to the site, Akin admitted the erosion was 50% caused by the river and 50% by parking lot runoff. Duman said they should get a second opinion from another engineer.
 - Duman said he asked Akin to identify the boundaries of the project. Akin was unable to give exact boundaries due to pending property boundaries and woody debris issues.
 - Duman said he didn't want the Port to spend \$50K in matching FEMA Grant funds to proceed with this project. Caputo was sure the erosion was not caused by the river and the repair could be done for \$5K.

Caputo asked the board to consider declining the FEMA Grant and authorizing \$5K to repair the specific area impacted by erosion. Rickard disagreed and requested a meeting with Akin. Buckwald asked for a description of the \$200K grant project. Duman said the Port would lose up to 30 feet of usable land with the placing of several hundred feet of rip rap. There was discussion about spending the money for other projects and getting a city permit for the Port to fix the erosion without the grant.

Caputo called for a Motion to cancel the grant. Rickard suggested to postpone the decision until the property survey was done. There was discussion regarding how much money had already been spent on the project. Leskin said [out of the \$50K matching funds] the Port has paid Akin \$10K and owes him another \$10K. The board agreed to make a decision after the property survey was done. Leskin was instructed to pay Akin what he is owed, and inform Akin to stop work until further notice.

9. Public Comments:

- Don Saxon said the Port is already out \$20K [for the C Row Erosion Project] and for \$30K more, the entire project could get done. Saxon said if the board decides to cancel the grant, putting boom logs on the pilings would bring sand back to the eroded bank.
- David Swinney said this [C Row Erosion] project is being funded with FEMA money set aside for flood damage. Everyone knows the erosion wasn't caused by flood damage which makes the FEMA grant fraudulent. Swinney said the Port doesn't need permission or permits from the City because the Port has the power to fulfill everything the City

requires. Fish & Game, Forestry, and NOAA told the City the same thing they told you [the board] when they did the engineering for the bulkhead and nothing has been done about the bulkhead.

President Caputo adjourned the meeting at 8:07pm to go into Executive Session per ORS 192.660 (2) (e).

President Caputo reopened the regular meeting at 8:17pm.

Motion: Rickard made a Motion to accept the offer from the City to purchase tax lots 1400 and 4500 from the Port, in the amount of \$27,500, which will include recognition of the Port of Siuslaw's support without further responsibilities or obligations, as well as the 90-day pending period during which the City will complete an environmental assessment, obtain a hazardous materials report, and conduct a real property survey before closing. Additionally, the City will pay for the title insurance, as well as 50% of all closing, escrow, and recording costs.

Second: Buckwald

Vote: Unanimous in favor.

President Caputo adjourned the meeting at 8:19pm.

MINUTES
PORT OF SIUSLAW SPECIAL SESSION
Tuesday, May 30, 2017 10:30am
Port Office at 100 Harbor Street, Florence, OR 97439

ATTENDANCE:

Commissioners: Ron Caputo, Terry Duman (via telephone), David Huntington, Nancy Rickard, Mike Buckwald

Staff: Dina McClure, Administrative Assistant; Steven Leskin, Port Manager

Attorney: Spencer Rockwell, SDAO

Media: Jack Davis, Siuslaw News

President Caputo called the Special Session to order at 10:30am.

Motion: Duman made a Motion to put Manager Leskin on paid administrative leave pending further notice. Rockwell suggested the Motion include a recommendation from legal counsel excluding one of the items. Rickard amended the Motion to include the recommendation from legal counsel, but instead of appointing two board members to work with an investigator, all board members would work with an investigator.

Second: Buckwald

Vote: Unanimous in favor.

Caputo said Leskin was being put on paid administrative leave while they check on a complaint from Amber Novelli concerning sexual advances she perceived he made.

President Caputo adjourned the session at 10:34am.

11:08 AM

06/13/17

Accrual Basis

Port of Siuslaw
Combined Balance Sheet
As of May 31, 2017

	<u>May 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · BB Checking - General Fund	41,712.82
1003 · BB SAV - Capital Reserve	34,622.05
1005 · BB MMA - General Fund	548,879.71
1050 · BB MMA - ICM	5,047.43
1070 · Petty Cash	850.00
Total Checking/Savings	<u>631,112.01</u>
Other Current Assets	
1130 · Inventory - Gas	3,586.30
1140 · Inventory - Diessel	5,533.10
1220 · Accounts Receivable	2,606.45
1250 · Taxes receivable	22,652.00
1450 · Prepaid insurance	23,608.50
1499 · Undeposited Funds	286.14
Total Other Current Assets	<u>58,272.49</u>
Total Current Assets	689,384.50
Fixed Assets	
1510 · Land	2,617,874.00
1515 · Land Improvements	1,368,652.50
1520 · Buildings & Docks	7,553,937.56
1525 · Equipment & Vehicles	751,461.71
1615 · Accum Depr - Land Improvements	-1,237,863.70
1620 · Accum Depr - Buildings & Docks	-4,101,052.33
1625 · Accum Depr - Equip & Vehicles	-689,511.44
Total Fixed Assets	<u>6,263,498.30</u>
TOTAL ASSETS	<u><u>6,952,882.80</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · *Accounts Payable	10,492.38
Total Accounts Payable	<u>10,492.38</u>
Credit Cards	
2021 · Port Credit Card 1	8,884.44
2022 · Port Credit Card 2	15.75
Total Credit Cards	<u>8,900.19</u>
Other Current Liabilities	
2030 · Deposits Held	7,820.00

11:08 AM

06/13/17

Accrual Basis

**Port of Siuslaw
Combined Balance Sheet
As of May 31, 2017**

	<u>May 31, 17</u>
2045 · Unearned CG Revenue (Hercules)	136,907.97
2050 · Deferred Compensation Plan NRS	9,281.63
2150 · Payroll related Liabilites	295.21
2160 · Accrued Interest	57,261.04
2495 · Current Ptn of Lon-Term Debt	58,673.90
Total Other Current Liabilities	<u>270,239.75</u>
Total Current Liabilities	289,632.32
Long Term Liabilities	
2380 · Long-Term Debt current portion	-58,673.90
2390 · OBD Loan L0004 Bdwk	108,562.42
2440 · OBD Loan 524016 Dredging	59,221.96
2491 · OBD Loan 525186 MSLTD	491,556.57
2492 · OBD Loan 525196 Wharf	339,269.69
2993 · BB Loan 1000214241 PVIP	225,867.26
Total Long Term Liabilities	<u>1,165,804.00</u>
Total Liabilities	1,455,436.32
Equity	
3300 · Invested in Capital Assets	5,039,020.40
Net Income	458,426.08
Total Equity	<u>5,497,446.48</u>
TOTAL LIABILITIES & EQUITY	<u><u>6,952,882.80</u></u>

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
July 2016 through May 2017

												TOTAL		
	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Year to Date	Budget	Variance
Income														
4100 - Available Beginning Cash	345,420.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	345,420.28	385,000.00	-39,579.72
4140 - Campground Revenue														
4141 - RV Sites- Taxable	44,069.01	37,305.92	38,368.22	20,129.71	12,771.28	4,411.75	5,559.05	5,315.25	10,697.41	11,970.58	22,239.09	212,837.27	259,000.00	-46,162.73
4142 - RV Sites -Non Taxable	19,133.98	29,810.07	19,982.21	4,115.43	2,091.00	5,064.64	3,222.36	2,714.02	3,304.47	4,322.50	7,840.71	101,601.39	92,000.00	9,601.39
4143 - RV Site - Add'l revenue	1,517.01	980.04	735.49	172.88	200.50	459.00	-130.00	181.00	373.00	293.00	540.20	5,322.12	5,000.00	322.12
4144 - Transient Room Tax	5,335.71	4,551.05	4,698.06	2,478.09	982.50	450.00	596.56	574.15	1,142.96	1,292.91	2,570.88	24,672.87	27,500.00	-2,827.13
4145 - Reservation Fees	4,260.00	3,750.00	4,410.00	1,670.00	480.00	360.00	180.00	240.00	750.00	630.00	2,410.00	19,140.00	16,500.00	2,640.00
Total 4140 - Campground Revenue	74,315.71	76,397.08	68,193.98	28,566.11	16,525.28	10,745.39	9,427.97	9,024.42	16,267.84	18,508.99	35,600.88	363,573.65	400,000.00	-36,426.35
4150 - Leases														
4151 - Building Lease - 1499 Bay St	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	0.00	0.00	0.00	0.00	0.00	7,200.00	15,000.00	-7,800.00
4152 - Building Lease - 080A Harbor St	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	13,200.00	14,400.00	-1,200.00
4153 - Wharf lease - ICM	4,129.90	4,129.90	4,129.90	4,129.90	4,129.90	4,129.90	4,129.90	4,542.08	4,542.08	4,542.08	4,542.08	47,077.62	49,560.00	-2,482.38
4154 - Wharf lease - Mo's	8,481.59	8,481.59	8,481.59	8,481.59	8,481.59	8,481.59	8,481.59	8,481.59	8,481.59	8,481.59	8,640.00	93,455.90	102,040.00	-8,584.10
4155 - Concessions	2,500.00	2,487.50	2,212.50	850.00	0.00	0.00	0.00	0.00	0.00	0.00	1,987.50	10,037.50	9,000.00	1,037.50
4156 - Docking Lease	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,100.00	0.00	1,100.00
Total 4150 - Leases	17,611.49	17,598.99	17,323.99	15,961.49	15,111.49	15,111.49	13,911.49	14,323.67	14,323.67	14,323.67	16,469.58	172,071.02	190,000.00	-17,928.98
4160 - Moorage														
4162 - Commercial Moorage	1,383.38	1,752.64	1,684.69	2,789.48	-331.45	1,042.56	1,037.11	946.31	860.42	933.30	1,014.21	13,112.65	14,400.00	-1,287.35
4163 - Sport Moorage	6,851.30	14,276.38	19,444.48	9,784.15	2,943.55	3,281.47	2,872.77	3,647.25	3,626.86	2,720.23	2,667.86	72,116.30	64,600.00	7,516.30
4165 - Liveaboard Fees	120.00	120.00	120.00	40.00	80.00	80.00	63.31	123.33	-236.67	1,043.33	243.33	1,796.63	1,000.00	796.63
Total 4160 - Moorage	8,354.68	16,149.02	21,249.17	12,613.63	2,692.10	4,404.03	3,973.19	4,716.89	4,250.61	4,696.86	3,925.40	87,025.58	80,000.00	7,025.58
4170 - Storage														
4171 - Outside storage	223.09	173.09	173.09	173.09	148.36	148.36	148.36	148.36	148.36	148.36	148.36	1,780.88	2,000.00	-219.12
4172 - Indoor Storage	1,890.00	1,975.00	2,265.00	2,232.50	299.00	1,891.50	1,863.50	1,932.50	1,880.00	2,110.00	2,152.46	20,491.46	18,000.00	2,491.46
Total 4170 - Storage	2,113.09	2,148.09	2,438.09	2,405.59	447.36	2,039.86	2,011.86	2,080.86	2,028.36	2,258.36	2,300.82	22,272.34	20,000.00	2,272.34
4190 - Marine Fuel														
4191 - Diesel	3,074.37	496.09	1,126.47	591.47	122.33	0.00	0.00	66.30	0.00	0.00	0.00	5,477.03	6,000.00	-522.97
4192 - Gas, Non-ethanol	1,058.03	6,029.72	12,736.12	-730.80	470.00	8,670.33	486.28	146.80	294.81	35.96	712.39	29,909.64	44,000.00	-14,090.36
Total 4190 - Marine Fuel	4,132.40	6,525.81	13,862.59	-139.33	592.33	8,670.33	486.28	213.10	294.81	35.96	712.39	35,386.67	50,000.00	-14,613.33

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
July 2016 through May 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Year to Date	TOTAL Budget	Variance
4200 - Other Facility Income														
4210 - Parking Income	849.76	3,207.10	4,019.13	1,348.25	151.85	33.00	65.00	1,429.37	16.85	26.00	431.35	11,577.66	12,000.00	-422.34
4220 - Dump Station Fees	90.00	1,093.50	60.00	2,154.25	15.00	25.00	1,157.00	0.00	10.00	25.00	416.50	5,046.25	4,000.00	1,046.25
4230 - Gazebo Rental	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	0.00	25.00
4240 - Vending Sales	938.75	1,664.00	1,483.16	566.50	321.30	135.00	148.50	154.00	241.75	186.00	537.50	6,376.46	7,000.00	-623.54
4250 - Forklift & Hoist	75.00	0.00	0.00	0.00	25.00	0.00	0.00	-25.00	25.00	25.00	25.00	150.00	250.00	-100.00
4252 - Seafood Seller Permits	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	100.00	100.00
4253 - Charter/Guide Permit	100.00	700.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	150.00	850.00
4260 - Events	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,850.00	1,850.00		
4270 - Retail Sales	130.00	129.00	181.00	52.00	23.00	3.00	0.00	0.00	45.00	47.00	25.00	635.00	1,000.00	-365.00
4300 - Cash Over/Short	-52.00	169.62	-102.44	-42.20	2.60	86.66	-93.39	1.00	96.08	-90.09	62.91	38.75	0.00	38.75
Total 4200 - Other Facility Income	2,356.51	6,963.22	5,840.85	4,078.80	538.75	282.66	1,277.11	1,559.37	434.68	218.91	3,348.26	26,899.12	24,500.00	2,399.12
4500 - Levied Taxes														
4510 - Current Levied Taxes	226.52	466.87	360.24	415.15	196,774.06	70,280.56	3,486.89	0.00	7,838.61	1,045.02	1,035.49	281,929.41	280,000.00	1,929.41
4520 - Prior Years Levied Taxes	169.87	386.75	276.23	307.03	778.54	237.44	414.21	200.40	222.68	320.72	330.36	3,644.23	4,000.00	-355.77
4525 - Levied Tax Interest	41.12	110.08	80.32	96.38	81.10	52.57	61.13	142.45	49.42	59.02	64.23	837.82	0.00	837.82
Total 4500 - Levied Taxes	437.51	963.70	716.79	818.56	197,633.70	70,570.57	3,962.23	342.85	8,110.71	1,424.76	1,430.08	286,411.46	284,000.00	2,411.46
4515 - State Forest Sales	0.00	356.88	0.00	0.00	0.00	0.00	0.00	0.00	1,944.35	0.00	17,997.79	20,299.02	0.00	20,299.02
4540 - Interest Income	22.25	24.76	26.51	27.91	27.60	39.90	38.92	33.41	35.15	33.53	34.66	344.60	500.00	-155.40
4550 - Maintenance Assistance Program	0.00	0.00	19,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,000.00	19,000.00	0.00
4600 - Miscellaneous Income	1,094.92	3,807.40	1,123.30	4,194.79	-849.39	855.46	1,133.22	169.40	4,128.31	245.62	143.02	16,046.05	10,000.00	6,046.05
4650 - Sale of Surplus Equipment	400.00	0.00	806.64	0.00	226.00	0.00	4,610.10	250.00	0.00	0.00	0.00	6,292.74	0.00	6,292.74
4840 - Grants	0.00	4,381.05	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,881.05	0.00	4,881.05
Total Income	456,258.84	135,316.00	151,081.91	68,527.55	232,945.22	112,719.69	40,832.37	32,713.97	51,818.49	41,746.66	81,962.88	1,405,923.58	1,463,000.00	-57,076.42
Gross Profit	456,258.84	135,316.00	151,081.91	68,527.55	232,945.22	112,719.69	40,832.37	32,713.97	51,818.49	41,746.66	81,962.88	1,405,923.58	1,463,000.00	-57,076.42
Expense														
5000 - Personal Services														
5020 - Port Manager	5,208.34	5,208.34	8,201.79	2,708.33	5,416.66	5,416.66	5,416.66	5,416.66	8,124.99	2,708.33	5,416.66	59,243.42	65,000.00	-5,756.58
5030 - Administrative Assistant	3,426.72	3,348.84	5,295.85	1,557.60	3,426.72	3,643.30	3,270.96	3,563.01	4,828.57	1,713.36	3,309.90	37,384.83	40,495.00	-3,110.17
5036 - Project Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29,246.00	-29,246.00

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
July 2016 through May 2017

													TOTAL	
	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Year to Date	Budget	Variance
5045 - Services Lead	2,617.20	2,583.00	3,985.20	1,180.80	2,539.80	2,750.96	2,397.60	2,646.00	3,573.00	1,267.20	2,419.20	27,959.96	29,960.00	-2,000.04
5050 - Office Assistant	0.00	0.00	1,137.00	891.00	2,059.50	2,141.06	1,995.48	2,188.50	2,920.50	1,024.50	2,037.00	16,394.54	0.00	16,394.54
5061 - Campground Staff	1,475.21	2,136.76	3,372.70	460.35	781.20	783.35	437.25	362.45	580.25	253.55	417.45	11,060.52	12,840.00	-1,779.48
5075 - Maintenance I Lead	3,686.00	3,686.00	5,529.00	1,843.00	3,686.00	3,956.71	3,686.00	3,686.00	5,529.00	1,843.00	3,686.00	40,816.71	44,230.00	-3,413.29
5076 - Maintenance II	2,817.05	2,694.56	4,183.46	1,496.00	3,060.00	3,262.71	3,128.00	2,900.00	4,585.00	1,697.50	2,940.00	32,764.28	31,842.00	922.28
5077 - Maintenance III	1,816.08	1,895.04	1,752.91	0.00	0.00	0.00	0.00	0.00	1,828.50	1,006.25	1,932.00	10,230.78	23,471.00	-13,240.22
5078 - Groundskeeper	899.78	1,112.51	1,288.63	791.67	1,785.60	2,502.07	0.00	0.00	0.00	0.00	0.00	8,380.26	29,009.00	-20,628.74
5110 - Payroll taxes	1,962.61	2,026.35	3,059.60	944.05	1,932.27	2,027.79	1,898.06	1,939.23	2,982.56	1,073.36	2,064.68	21,910.56	31,220.00	-9,309.44
5180 - Health Insurance	3,600.02	3,605.81	3,594.98	2,567.85	3,081.42	4,622.13	3,594.99	2,054.27	3,081.42	3,081.42	3,081.42	35,965.73	49,303.00	-13,337.27
5181 - Life Insurance	15.05	15.05	15.05	10.75	12.90	19.35	15.05	8.60	12.90	12.90	12.90	150.50	1,500.00	-1,349.50
5182 - Dental Insurance	349.85	330.24	330.26	235.90	283.08	424.62	330.26	188.72	283.08	283.08	283.08	3,322.17	4,530.00	-1,207.83
5190 - Workers Compensation Insurance	6,952.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,952.57	8,000.00	-1,047.43
5251 - Applicant Expenses	29.70	0.00	29.00	50.00	10.00	96.00	45.00	7.00	0.00	0.00	0.00	266.70	154.00	112.70
5270 - Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00
5275 - Compensated absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00
5280 - Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00
Total 5000 - Personal Services	34,856.18	28,642.50	41,775.43	14,737.30	28,075.15	31,646.71	26,215.31	24,960.44	38,329.77	15,964.45	27,600.29	312,803.53	413,800.00	-100,996.47
5300 - Material and Services														
5260 - Employee Training	0.00	0.00	50.00	100.00	0.00	128.00	150.00	0.00	0.00	0.00	0.00	428.00	1,500.00	-1,072.00
5310 - Grant Expenses	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	2,500.00	-2,000.00
5340 - Advertising	239.15	4,303.31	1,011.83	0.00	241.77	147.24	0.00	589.00	1,400.00	795.00	294.15	9,021.45	12,000.00	-2,978.55
5345 - Web Site	0.00	0.00	0.00	219.43	0.00	700.00	0.00	0.00	0.00	0.00	0.00	919.43	2,000.00	-1,080.57
5350 - Office Supplies	263.13	162.30	257.90	337.58	752.40	55.05	236.33	51.29	274.16	578.48	37.35	3,005.97	3,000.00	5.97
5360 - Operation Supplies	788.62	2,693.72	2,247.46	594.72	180.28	799.81	1,354.99	509.39	752.79	343.07	4,704.90	14,969.75	15,000.00	-30.25
5370 - Marine Fuel	2,091.90	4,348.70	11,002.57	-52.85	-43.11	8,538.72	0.00	-72.95	-84.70	-54.47	-54.54	25,619.27	45,000.00	-19,380.73
5410 - Audit	0.00	0.00	0.00	0.00	3,750.00	4,000.00	0.00	0.00	0.00	0.00	0.00	7,750.00	8,000.00	-250.00
5420 - Accounting Service	0.00	257.75	94.50	178.50	78.50	0.00	91.25	298.50	0.00	101.25	101.50	1,201.75	2,000.00	-798.25
5430 - Legal Services	1,455.50	710.00	500.00	0.00	117.00	368.69	429.74	0.00	250.00	87.50	137.50	4,055.93	5,000.00	-944.07
5435 - Legal Publications	0.00	0.00	0.00	36.88	166.15	43.37	30.98	30.98	39.24	105.31	441.15	894.06	0.00	894.06
5436 - Cost of Retail Items	0.00	125.00	0.00	0.00	264.83	147.25	0.00	0.00	0.00	0.00	0.00	537.08	1,000.00	-462.92
5450 - Insurance - General	0.00	0.00	0.00	0.00	0.00	0.00	31,837.00	0.00	0.00	0.00	0.00	31,837.00	50,000.00	-18,163.00
5470 - Contracted Services	2,964.69	1,876.36	891.00	1,758.06	644.00	2,968.98	1,986.18	786.18	676.00	1,768.16	936.18	17,255.79	13,000.00	4,255.79

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
July 2016 through May 2017

													TOTAL	
	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Year to Date	Budget	Variance
5510 - Travel & Meeting Expense	770.99	1,325.43	929.97	1,101.89	368.48	256.35	747.28	1,149.99	1,997.38	2,747.96	325.24	11,720.96	10,000.00	1,720.96
5520 - Dues/Subscriptions	2,245.58	1,256.20	5,705.63	292.20	1,410.10	705.00	100.00	0.00	0.00	0.00	196.00	11,910.71	17,000.00	-5,089.29
5530 - Public Relations	466.00	1,625.93	265.00	265.00	-378.53	465.00	265.00	265.00	415.00	289.36	615.00	4,557.76	3,500.00	1,057.76
5540 - Events	2,652.98	1,595.16	1,562.65	0.00	771.26	802.77	0.00	0.00	377.00	0.00	1,880.00	9,641.82	3,000.00	6,641.82
5550 - Telephone Expense	630.05	556.74	687.38	614.69	564.30	433.47	423.01	489.48	540.80	508.68	505.90	5,954.50	9,000.00	-3,045.50
5610 - Property Taxes	0.00	0.00	0.00	13,503.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,503.23	14,000.00	-496.77
5620 - Transient Room Tax	4,410.95	0.00	6,531.42	3,797.56	1,091.95	384.66	1,129.08	0.00	465.57	1,309.69	1,060.59	20,181.47	25,000.00	-4,818.53
5700 - Facilities	6,788.41	4,872.37	4,402.52	774.14	10,772.64	541.67	3,785.59	31,507.15	-21,991.84	5,619.81	-7,814.37	39,258.09	50,000.00	-10,741.91
5701 - MAP Repairs	543.51	723.71	329.71	185.48	565.71	947.24	171.72	629.56	365.32	146.02	257.21	4,865.19	14,000.00	-9,134.81
5730 - Tool & Equipment Purchase	114.95	1,321.13	-19.51	436.37	-436.37	0.00	98.42	0.00	79.99	285.00	136.74	2,016.72	3,000.00	-983.28
5750 - Equipment Rental	91.00	1,752.78	887.06	1,049.70	178.73	52.48	52.48	0.00	659.96	73.69	1,040.05	5,837.93	9,000.00	-3,162.07
5790 - Equipment Repairs	2,162.00	0.00	111.95	237.00	1,050.00	905.00	0.00	0.00	1,723.19	314.05	209.79	6,712.98	8,000.00	-1,287.02
5800 - Utilities	7,046.67	15,462.61	13,708.68	10,423.83	6,825.31	7,404.74	8,486.57	7,938.50	7,495.22	7,440.07	9,329.21	101,561.41	120,000.00	-18,438.59
5900 - State Lease Fees	0.00	11,617.94	0.00	0.00	0.00	0.00	0.00	3,869.19	0.00	0.00	78.00	15,565.13	15,000.00	565.13
5940 - Election Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00
5950 - Miscellaneous	1,492.73	2,523.64	2,850.83	1,987.88	4,636.20	1,789.46	1,233.77	573.26	1,700.01	3,310.08	1,112.34	23,210.20	19,500.00	3,710.20
Total 5300 - Material and Services	37,218.81	59,610.78	54,008.55	37,841.29	33,571.60	32,584.95	52,609.39	48,614.52	-2,864.91	25,768.71	15,529.89	394,493.58	483,000.00	-88,506.42
6700 - Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	8,866.62	20,000.00	58,866.62	100,000.00	-41,133.38
7000 - Debt Service														
7215 - MNIF (Dredging) #524016	0.00	0.00	0.00	0.00	5,876.15	0.00	0.00	0.00	0.00	0.00	0.00	5,876.15	5,880.00	-3.85
7216 - PRLF (MSLTD) #525186	11,599.93	0.00	0.00	11,599.93	0.00	0.00	11,599.93	0.00	11,599.93	0.00	0.00	46,399.72	46,400.00	-0.28
7225 - Banner Bank (PVIP) 1000214241	1,499.92	1,499.92	1,499.92	1,499.92	1,499.92	1,499.92	1,499.92	1,499.92	1,499.92	1,499.92	1,499.92	16,499.12	18,000.00	-1,500.88
7230 - PRLF Loan (Wharf) #525196	0.00	7,424.94	0.00	0.00	7,424.94	0.00	0.00	7,424.94	0.00	0.00	7,424.94	29,699.76	29,950.00	-250.24
7270 - SPWF (Bdwb Prj) L0004	0.00	0.00	0.00	0.00	15,961.07	0.00	0.00	0.00	0.00	0.00	0.00	15,961.07	15,970.00	-8.93
Total 7000 - Debt Service	13,099.85	8,924.86	1,499.92	13,099.85	30,762.08	1,499.92	13,099.85	8,924.86	13,099.85	1,499.92	8,924.86	114,435.82	116,200.00	-1,764.18
7600 - Unappropriated Ending Fund Bal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00	-250,000.00
7700 - Transfer to other funds	0.00	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00	0.00
Total Expense	85,174.84	197,178.14	97,283.90	65,678.44	92,408.83	65,731.58	91,924.55	82,499.82	78,564.71	52,099.70	72,055.04	980,599.55	1,463,000.00	-482,400.45
Net Income	371,084.00	-61,862.14	53,798.01	2,849.11	140,536.39	46,988.11	-51,092.18	-49,785.85	-26,746.22	-10,353.04	9,907.84	425,324.03	0.00	425,324.03

Port of Siuslaw
Profit & Loss Budget vs. Actual - Capital Maint Fund
July 2016 through May 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Year to Date	TOTAL Budget	Variance
Income														
4540 - Interest Income	0.00	0.00	11.17	0.00	0.00	7.74	0.00	0.00	6.09	0.00	0.00	25.00	0.00	25.00
4700 - Incoming Transfer	0.00	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00	0.00
Total Income	0.00	100,000.00	11.17	0.00	0.00	7.74	0.00	0.00	6.09	0.00	0.00	100,025.00	100,000.00	25.00
Gross Profit	0.00	100,000.00	11.17	0.00	0.00	7.74	0.00	0.00	6.09	0.00	0.00	100,025.00	100,000.00	25.00
Expense														
6000 - Capital Outlay														
6130 - Land														
6138 - Nopal Parking Lot	19,072.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,072.00	25,000.00	-5,928.00
6144 - C Row Erosion	0.00	0.00	11,570.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,180.00	25,750.95	50,000.00	-24,249.05
Total 6130 - Land	19,072.00	0.00	11,570.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,180.00	44,822.95	75,000.00	-30,177.05
6150 - Facilities														
6155 - Wharf/Bdwb Fire System	0.00	0.00	0.00	7,500.00	12,500.00	0.00	0.00	0.00	0.00	2,100.00	0.00	22,100.00	20,000.00	2,100.00
Total 6150 - Facilities	0.00	0.00	0.00	7,500.00	12,500.00	0.00	0.00	0.00	0.00	2,100.00	0.00	22,100.00	20,000.00	2,100.00
Total 6000 - Capital Outlay	19,072.00	0.00	11,570.95	7,500.00	12,500.00	0.00	0.00	0.00	0.00	2,100.00	14,180.00	66,922.95	95,000.00	-28,077.05
7600 - Unappropriated Ending Fund Bal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00
Total Expense	19,072.00	0.00	11,570.95	7,500.00	12,500.00	0.00	0.00	0.00	0.00	2,100.00	14,180.00	66,922.95	100,000.00	-33,077.05
Net Income	-19,072.00	100,000.00	-11,559.78	-7,500.00	-12,500.00	7.74	0.00	0.00	6.09	-2,100.00	-14,180.00	33,102.05	0.00	33,102.05

	Campground 2013/2014			Campground 2014/2015			Campground 2015/2016			Campground 2016/2017		
	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights
JULY	61%	61%	1989	72%	72%	2318	79%	79%	2448	74%	74%	2314
AUG	84%	73%	2728	90%	81%	2890	91%	85%	2812	88%	81%	2750
SEPT	83%	76%	2619	90%	84%	2795	88%	86%	2651	92%	85%	2776
OCT	38%	67%	1242	45%	74%	1462	49%	77%	1527	33%	72%	1027
NOV	18%	57%	567	24%	64%	753	26%	67%	770	15%	60%	466
DEC	17%	50%	550	23%	57%	748	17%	58%	514	12%	52%	361
JAN	26%	47%	860	29%	53%	920	20%	53%	621	15%	47%	480
FEB	25%	44%	734	34%	51%	939	22%	49%	634	14%	43%	401
MAR	27%	42%	875	39%	50%	1211	23%	46%	729	16%	40%	513
APR	29%	41%	910	38%	48%	1134	28%	44%	838	22%	38%	657
MAY	34%	40%	1100	37%	47%	1130	36%	44%	1132	35%	38%	1112
JUN	39%	40%	1210	45%	47%	1362	46%	44%	1396			
TL YTD	40%	40%	15384	47%	47%	17662	44%	44%	16072			
REV YTD	\$350,021			\$408,911			\$424,844			\$361,667		

	Hiker/Biker 2015/16		2016/17	
	Guest	\$	Guest	\$
JULY	51	\$677	31	\$388
AUG	27	\$372	41	\$590
SEPT	19	\$346	18	\$244
OCT	26	\$326	3	\$32
NOV	2	\$16	2	\$26
DEC	2	\$24	0	\$0
JAN	6	\$88	0	\$0
FEB	1	\$8	1	\$9
MAR	0	\$0	2	\$34
APR	9	\$88	3	\$27
MAY	13	\$136	11	\$121
JUN	21	\$256		
Total	177	\$2,337		

	Moorage 2015/16			Moorage 2016/17		
	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights
JULY	45%	45%	1669	41%	41%	1528
AUG	71%	58%	2635	68%	55%	2496
SEPT	95%	70%	3394	93%	67%	3312
OCT	75%	72%	2752	55%	64%	2018
NOV	32%	64%	1132	27%	57%	964
DEC	31%	58%	1140	26%	52%	959
JAN	31%	54%	1144	25%	48%	931
FEB	31%	51%	1052	27%	45%	906
MAR	31%	49%	1153	27%	43%	992
APR	30%	47%	1058	27%	42%	965
MAY	31%	46%	1157	28%	40%	1025
JUN	35%	45%	1260			
TL YTD	45%	42%	19546			
REV YTD	\$102,520			\$89,837		

**Port of Siuslaw
Resolution No. 06-21-17A**

Resolution Adopting Budget, Making Appropriations and Levying Taxes

ADOPTING THE BUDGET

BE IT RESOLVED that the Port of Siuslaw Board of Commissioners hereby adopts the budget for fiscal year 2017-18 in the total of \$1,459,000*. This budget is now on file at the Port office, 100 Harbor St, Florence Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2017, and for the purposes shown below are hereby appropriated:

General Fund

Personal Services	\$ 395,800.
Materials & Services	\$ 479,000.
Capital Outlay	\$ 93,000.

Total Appropriations, All Funds \$967,800.

Total Unappropriated and Reserve Amounts, All Funds \$491,200.

TOTAL ADOPTED BUDGET: \$1,459,000.*

IMPOSING THE TAX

BE IT RESOLVED that the Port of Siuslaw Board of Commissioners imposes taxes provided for in the adopted budget, at the rate of \$0.1474 per \$1,000 of assessed value for operations, and that these taxes are imposed and categorized for tax year 2017-18 upon the assessed value of all taxable property within the district as follows:

CATEGORIZING THE TAX, General Government Limitation

General Fund \$ 0.1474 / \$1,000

Approved and adopted on this 21th day of June 2017.

By: _____
Ron Caputo, Commission President

Attest: _____
David Huntington, Commission Secretary

*amounts with asterisks must match

RESOURCES
General Fund

Port of Siuslaw

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year FY2017-18			
	Actual		Adopted Budget This Year Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
1				1 Available cash on hand* (cash basis) or				1
2	\$ 156,449	\$ 225,212	\$ 385,000	2 Net working capital (accrual basis)	\$ 300,000	\$ 300,000		2
3	\$ 4,657	\$ 4,638	\$ 4,000	3 Previously levied taxes estimated to be received	\$ 4,000	\$ 4,000		3
4	\$ 1,768	\$ 1,066	\$ 500	4 Interest	\$ 500	\$ 500		4
5				5 Transferred IN, from other funds				5
6				6 OTHER RESOURCES				6
7	\$ 412,475	\$ 428,730	\$ 400,000	7 Campground	\$ 420,000	\$ 420,000		7
8	\$ 187,661	\$ 192,854	\$ 190,000	8 Leases	\$ 177,300	\$ 177,300		8
9	\$ 74,555	\$ 91,785	\$ 80,000	9 Moorage	\$ 85,000	\$ 85,000		9
10	\$ 27,922	\$ 29,559	\$ 20,000	10 Storage	\$ 20,000	\$ 20,000		10
11	\$ 58,051	\$ 54,910	\$ 50,000	11 Marine Fuel	\$ 40,000	\$ 40,000		11
12	\$ 11,796	\$ 13,496	\$ 12,000	12 Parking	\$ 12,200	\$ 12,200		12
13	\$ 3,762	\$ 4,679	\$ 4,000	13 Dump Station	\$ 4,500	\$ 4,500		13
14	\$ 8,934	\$ 7,689	\$ 7,000	14 Vending	\$ 7,500	\$ 7,500		14
15	\$ 595	\$ 1,335	\$ 250	15 Forklift, Hoist, Labor				15
16	\$ 75	\$ 850	\$ 250	16 Seafood Seller/Charters/Guides	\$ 1,000	\$ 1,000		16
17	\$ 1,257	\$ 1,045	\$ 1,000	17 Retail	\$ 1,000	\$ 1,000		17
18	\$ 15,900	\$ 15,500	\$ 19,000	18 Maintenance Assistance Program	\$ 19,000	\$ 19,000		18
19	\$ 14,085	\$ 22,382	\$ 10,000	19 Miscellaneous	\$ 10,000	\$ 10,000		19
20	\$ 2,075			20 Surplus Equipment/Property				20
21	\$ 59,566	\$ 7,242		21 State Forest Sales				21
22		\$ 77,026		22 Grants				22
23				23				23
24				24				24
25	\$ 1,041,583	\$ 1,179,998	\$ 1,183,000	25 Total resources, except taxes to be levied	\$ 1,102,000	\$ 1,102,000	\$ -	25
26			\$ 280,000	26 Taxes estimated to be received	\$ 287,000	\$ 287,000		26
27	\$ 272,085	\$ 280,401		27 Taxes collected in year levied				27
28	\$ 1,313,668	\$ 1,460,399	\$ 1,463,000	28 TOTAL RESOURCES	\$ 1,389,000	\$ 1,389,000	\$ -	28

**FORM
LB-30**

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
General Fund

Port of Siuslaw

	Historical Data			REQUIREMENTS FOR: Port of Siuslaw Operations	Budget For Next Year 2017-18				
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2014-15	First Preceding Year 2015-16							
1				1	PERSONNEL SERVICES			1	
2	\$ 301,896	\$ 294,310	\$ 306,092	2	Salaries and Wages (Schedule A)	\$ 287,992	\$ 287,992		2
3	\$ 30,366	\$ 27,157	\$ 31,221	3	Federal Payroll Taxes	\$ 28,799	\$ 28,799		3
4	\$ 52,743	\$ 42,980	\$ 49,303	4	Health Insurance	\$ 49,391	\$ 49,391		4
5	\$ 1,357	\$ 178	\$ 1,500	5	Life Insurance	\$ 160	\$ 160		5
6	\$ 4,657	\$ 3,883	\$ 4,530	6	Dental Insurance	\$ 4,458	\$ 4,458		6
7	\$ 9,554	\$ 7,609	\$ 8,000	7	Workers Compensation Insurance	\$ 12,000	\$ 12,000		7
8	\$ 358	\$ 1,807	\$ 5,154	8	Compensated Absences and Misc	\$ 5,000	\$ 5,000		8
9	\$ 4,093	\$ 5,366	\$ 5,000	9	Retirement	\$ 5,000	\$ 5,000		9
10	\$ 537		\$ 3,000	10	Overtime	\$ 3,000	\$ 3,000		10
11				11					11
12	\$ 405,561	\$ 383,290	\$ 413,800	12	TOTAL PERSONNEL SERVICES	\$ 395,800	\$ 395,800	0	12
13	8.5	7.5	9	13	Total Full-Time Equivalent (FTE)	7.5	7.5		13
14				14	MATERIALS AND SERVICES			14	
15	\$ 486,796	\$ 514,088	\$ 483,000	15	Materials & Services (Schedule B)	\$ 479,000	\$ 479,000		15
16				16					16
17				17					17
18	\$ 486,796	\$ 514,088	\$ 483,000	18	TOTAL MATERIALS AND SERVICES	\$ 479,000	\$ 479,000	0	18
19				19	CAPITAL OUTLAY			19	
20	\$ 6,023	\$ 3,665		20	Operations Equipment				20
21	\$ 7,626			21	Facilities - paint 100 Harbor office	\$ 8,000	\$ 8,000		21
22	\$ 22,816	\$ 44,664		22	Marina Facilities - Fuel catch basin and fuel lines	\$ 15,000	\$ 15,000		22
23	\$ 3,423	\$ 4,710		23	Office Equipment				23
24	\$ 10,818	\$ 7,954		24	Land and Infrastructure				24
25				25					25
26	\$ 50,706	\$ 60,993	\$ -	26	TOTAL CAPITAL OUTLAY	\$ 23,000	\$ 23,000	0	26
27	\$ 943,063	\$ 958,371	\$ 896,800	27	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	\$ 897,800	\$ 897,800	0	27

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
General Fund

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
1				1 PERSONNEL SERVICES NOT ALLOCATED				1
2				2				2
3	\$ -	\$ -	\$ -	3 TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	3
4				4 Total Full-Time Equivalent (FTE)				4
5				5 MATERIALS AND SERVICES NOT ALLOCATED				5
6				6				6
7	\$ -	\$ -	\$ -	7 TOTAL MATERIALS AND SERVICES	\$ -	\$ -	\$ -	7
8				8 CAPITAL OUTLAY NOT ALLOCATED				8
9				9				9
10	\$ -	\$ -	\$ -	10 TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	10
11				11 DEBT SERVICE				11
12	\$ 5,876	\$ 5,876	\$ 5,880	12 MNIF (Dredging) #524016	\$ 5,880	\$ 5,880		12
13	\$ 46,400	\$ 46,400	\$ 46,400	13 PRLF (MSLTD) #525186	\$ 46,400	\$ 46,400		13
14	\$ 29,457	\$ 29,509		14 PRLF (Nopal Devel) #520130				14
15	\$ 18,000	\$ 17,999	\$ 18,000	15 Banner Bank (PVIP) #1000214241	\$ 18,000	\$ 18,000		15
16	\$ 29,700	\$ 29,700	\$ 29,950	16 PRLF (Wharf) #525196	\$ 29,950	\$ 29,950		16
17	\$ 15,961	\$ 15,961	\$ 15,970	17 SPWF (Bdwalk Project) #L0004	\$ 15,970	\$ 15,970		17
18	\$ 145,394	\$ 145,445	\$ 116,200	18 TOTAL DEBT SERVICE	\$ 116,200	\$ 116,200	\$ -	18
19				19 SPECIAL PAYMENTS				19
20				20				20
21	\$ -	\$ -	\$ -	21 TOTAL SPECIAL PAYMENTS	\$ -	\$ -	\$ -	21
22				22 INTERFUND TRANSFERS				22
23			\$ 100,000	23 General Fund to Capital Maintenance Fund	\$ 65,000	\$ 65,000		23
24				24				24
25	\$ -	\$ -	\$ 100,000	25 TOTAL INTERFUND TRANSFERS	\$ 65,000	\$ 65,000	\$ -	25
26			\$ 100,000	26 OPERATING CONTINGENCY	\$ 60,000	\$ 60,000		26
27	\$ 145,394	\$ 145,445	\$ 316,200	27 Total Requirements NOT ALLOCATED	\$ 241,200	\$ 241,200	\$ -	27
28	\$ 943,063	\$ 958,371	\$ 896,800	28 Total Requirements for ALL Org.Units/Programs within fund	\$ 897,800	\$ 897,800		28
29				29 Reserved for future expenditure				29
30	\$ 225,212	\$ 356,583		30 Ending balance (prior years)				30
31			\$ 250,000	31 UNAPPROPRIATED ENDING FUND BALANCE	\$ 250,000	\$ 250,000		31
32	\$ 1,313,669	\$ 1,460,399	\$ 1,463,000	32 TOTAL REQUIREMENTS	\$ 1,389,000	\$ 1,389,000	\$ -	32

DETAILED REQUIREMENTS

Schedule A
Salaries & Wages

GENERAL OPERATING FUND

PORT OF SIUSLAW

	Historical Data			SALARIES & WAGES	Number of Employ-ees	Budget for Next Year 2017-18			
	Actual		Adopted Budget This Year Year 2016-17			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16							
1	\$ 68,016	\$ 76,729	\$ 65,000	Port Manager		\$ 67,600	\$ 67,600		1
2	\$ 37,041	\$ 29,651	\$ 40,495	Admin Assistant		\$ 42,115	\$ 42,115		2
3	\$ 23,763	\$ 25,410	\$ 29,246	Project Coordinator					3
4	\$ 23,286	\$ 7,710		Office Assistant		\$ 29,453	\$ 29,453		4
5		\$ 20,840	\$ 29,960	Services Lead		\$ 34,454	\$ 34,454		5
6	\$ 23,684	\$ 21,865	\$ 12,840	CG Staff/Lead		\$ 8,091	\$ 8,091		6
7	\$ 3,011	\$ 2,337		Fuel Station Staff					7
8	\$ 40,724	\$ 42,894	\$ 44,230	Maint 1/Supervisor		\$ 45,998	\$ 45,998		8
9	\$ 29,356	\$ 30,897	\$ 31,842	Maint 2/Harbormaster		\$ 37,856	\$ 37,856		9
10	\$ 27,003	\$ 21,431	\$ 23,471	Maint 3/Groundskeeper		\$ 22,425	\$ 22,425		10
11	\$ 26,012	\$ 14,547	\$ 29,009	Groundskeeper					11
12									12
13									13
14									14
15									15
16	\$ 301,896	\$ 294,311	\$ 306,093	16 TOTAL SALARIES & WAGES	7.5	\$ 287,992	\$ 287,992		16
17				17 UNAPPROPRIATED ENDING FUND BALANCE					17
18	\$ 301,896	\$ 294,311	\$ 306,093	18 TOTAL REQUIREMENTS		\$ 287,992	\$ 287,992		18

Materials Services

	Historical Data			MATERIALS & SERVICES	Budget for Next Year 2017-18			
	Actual		Adopted Budget FY16-17		Proposed	Approved	Adopted	
	FY14-15	FY15-16						
1	\$ 499	\$ 1,609	\$ 1,500	1 Employee Training	\$ 1,500	\$ 1,500		1
2	\$ 8,956	\$ 3,979	\$ 2,500	2 Grant Writing Expenses	\$ 2,500	\$ 2,500		2
3	\$ 15,450	\$ 12,032	\$ 14,000	3 Advertising & Web site	\$ 14,000	\$ 14,000		3
4	\$ 2,443	\$ 4,630	\$ 3,000	4 Office Supplies	\$ 4,000	\$ 4,000		4
5	\$ 13,634	\$ 15,513	\$ 15,000	5 Operation Supplies	\$ 15,000	\$ 15,000		5
6	\$ 53,753	\$ 42,601	\$ 45,000	6 Marine Fuel	\$ 45,000	\$ 45,000		6
7	\$ 7,750	\$ 7,750	\$ 8,000	7 Audit	\$ 8,000	\$ 8,000		7
8	\$ 1,408	\$ 1,490	\$ 2,000	8 Accounting Services	\$ 2,000	\$ 2,000		8
9	\$ 13,337	\$ 16,881	\$ 5,000	9 Legal Services	\$ 5,000	\$ 5,000		9
10	\$ 677	\$ 914	\$ 1,000	10 Cost of Retail Items	\$ 1,000	\$ 1,000		10
11	\$ 47,135	\$ 49,917	\$ 50,000	11 Insurance	\$ 50,000	\$ 50,000		11
12	\$ 27,745	\$ 12,969	\$ 13,000	12 Contracted Services	\$ 19,000	\$ 19,000		12
13	\$ 9,732	\$ 4,725	\$ 10,000	13 Travel, Meetings, Meals	\$ 10,000	\$ 10,000		13
14	\$ 13,785	\$ 16,137	\$ 17,000	14 Dues/Subscriptions	\$ 14,000	\$ 14,000		14
15	\$ 3,292	\$ 6,097	\$ 3,500	15 Public Relations	\$ 5,000	\$ 5,000		15
16		\$ 3,289	\$ 3,000	16 Events	\$ 3,000	\$ 3,000		16
17	\$ 8,355	\$ 7,827	\$ 9,000	17 Telephone	\$ 7,000	\$ 7,000		17
18	\$ 13,085	\$ 13,225	\$ 14,000	18 Leased Property Taxes	\$ 14,000	\$ 14,000		18
19	\$ 24,873	\$ 25,434	\$ 25,000	19 Transient Room Tax	\$ 25,000	\$ 25,000		19
20	\$ 39,957	\$ 53,320	\$ 50,000	20 Facilities	\$ 50,000	\$ 50,000		20
21	\$ 8,433	\$ 14,870	\$ 14,000	21 MAP Repairs	\$ 14,000	\$ 14,000		21
22	\$ 2,641	\$ 3,707	\$ 3,000	22 Tool & Equipment Purchase	\$ 3,000	\$ 3,000		22
23	\$ 7,933	\$ 8,350	\$ 9,000	23 Equipment Rental	\$ 9,000	\$ 9,000		23
24	\$ 12,412	\$ 9,779	\$ 8,000	24 Equipment Repairs by 3rd parties	\$ 8,000	\$ 8,000		24
25	\$ 120,798	\$ 121,871	\$ 120,000	25 Utilities	\$ 112,000	\$ 112,000		25
26	\$ 15,008	\$ 16,724	\$ 15,000	26 State Lease and License Fees	\$ 15,000	\$ 15,000		26
27	\$ 12,913	\$ 15,609	\$ 14,500	27 Bank Fees	\$ 16,000	\$ 16,000		27
28	\$ 412	\$ 2,298	\$ 2,000	28 Employee Clothing	\$ 2,000	\$ 2,000		28
29	\$ 380	\$ 20,541	\$ 3,000	29 Miscellaneous - Other	\$ 5,000	\$ 5,000		29
30			\$ 3,000	30 Election Expense	\$ -	\$ -		30
31			\$ 483,000	31 TOTAL MATERIAL & SERVICES	\$ 479,000	\$ 479,000		31
32	\$ 486,796	\$ 514,088	\$ 483,000	32 TOTAL REQUIREMENTS	\$ 479,000	\$ 479,000		33

RESOURCES
Capital Maintenance Fund

Port of Siuslaw

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year FY2017-18				
	Actual		Adopted Budget This Year Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2014-15	First Preceding Year 2015-16							
1			1	Available cash on hand* (cash basis) or				1	
2			2	Net working capital (accrual basis)	\$ 5,000	\$ 5,000		2	
3			3	Previously levied taxes estimated to be received				3	
4			4	Interest				4	
5			\$ 100,000	5	Transferred IN, from other funds	\$ 65,000	\$ 65,000	5	
6			6	OTHER RESOURCES				6	
7			7					7	
8			8					8	
9			9					9	
10			10					10	
11			11					11	
12			12					12	
13			13					13	
14			14					14	
15			15					15	
16			16					16	
17			17					17	
18			18					18	
19			19					19	
20			\$ 100,000	20	Total resources, except taxes to be levied	\$ 70,000	\$ 70,000	\$ -	20
21				21	Taxes estimated to be received				21
22				22	Taxes collected in year levied				22
23			\$ 100,000	23	TOTAL RESOURCES	\$ 70,000	\$ 70,000	\$ -	23

**FORM
LB-30**

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
Capital Maintenance Fund

Port of Siuslaw

	Historical Data			REQUIREMENTS FOR: Port of Siuslaw Capital Maintenance Projects	Budget For Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
1				1 PERSONNEL SERVICES				1
2				2				2
3				3				3
4				4				4
5	\$ -	\$ -	\$ -	5 TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	5
6				6 Total Full-Time Equivalent (FTE)				6
7				7 MATERIALS AND SERVICES				7
8				8				8
9				9				9
10				10				10
11				11				11
12	\$ -	\$ -	\$ -	12 TOTAL MATERIALS AND SERVICES	\$ -	\$ -	\$ -	12
13				13 CAPITAL OUTLAY				13
14			\$ 25,000	14 Nopal Parking Lot Resurface				14
15			\$ 50,000	15 C-Row Erosion Repair				15
16			\$ 20,000	16 Fire System Replacement	\$ 20,000	\$ 20,000		16
17				17 Mo's Building Repair	\$ 50,000	\$ 50,000		17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25	\$ -	\$ -	\$ 95,000	25 TOTAL CAPITAL OUTLAY	\$ 70,000	\$ 70,000	\$ -	25
26	\$ -	\$ -	\$ 95,000	26 ORGANIZATIONAL UNIT / ACTIVITY TOTAL	\$ 70,000	\$ 70,000	\$ -	26

**FORM
LB-30**

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
Capital Maintenance Fund Operations

Port of Siuslaw

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-18			
	Actual		Adopted Budget This Year 2016-17		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-15	First Preceding Year 2015-16						
1				1 PERSONNEL SERVICES NOT ALLOCATED				1
2				2				2
3				3				3
4	\$ -	\$ -	\$ -	4 TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	4
5				5 Total Full-Time Equivalent (FTE)				5
6				6 MATERIALS AND SERVICES NOT ALLOCATED				6
7				7				7
8				8				8
9	\$ -	\$ -	\$ -	9 TOTAL MATERIALS AND SERVICES	\$ -	\$ -	\$ -	9
10				10 CAPITAL OUTLAY NOT ALLOCATED				10
11				11				11
12				12				12
13	\$ -	\$ -	\$ -	13 TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	13
14				14 DEBT SERVICE				14
15				15				15
16				16				16
17	\$ -	\$ -	\$ -	17 TOTAL DEBT SERVICE	\$ -	\$ -	\$ -	17
18				18 SPECIAL PAYMENTS				18
19				19				19
20				20				20
21	\$ -	\$ -	\$ -	21 TOTAL SPECIAL PAYMENTS	\$ -	\$ -	\$ -	21
22				22 INTERFUND TRANSFERS				22
23				23				23
24				24				24
25	\$ -	\$ -	\$ -	25 TOTAL INTERFUND TRANSFERS	\$ -	\$ -	\$ -	25
26				26 OPERATING CONTINGENCY				26
27	\$ -	\$ -	\$ -	27 Total Requirements NOT ALLOCATED	\$ -	\$ -	\$ -	27
28			\$ 95,000	28 Total Requirements for ALL Org.Units/Programs within fund	\$ 70,000	\$ 70,000		28
29				29 Reserved for future expenditure				29
30				30 Ending balance (prior years)				30
31			\$ 5,000	31 UNAPPROPRIATED ENDING FUND BALANCE				31
32	\$ -	\$ -	\$ 100,000	32 TOTAL REQUIREMENTS	\$ 70,000	\$ 70,000	\$ -	32