

AGENDA
PORT OF SIUSLAW COMMISSION MEETING

Wednesday, September 20, 2017
Port of Siuslaw Conference Room
100 Harbor Street, Florence, OR 97439

Commissioners
Terry Duman, President; David Huntington, Vice President; Nancy Rickard, 2nd Vice President;
Mike Buckwald, Secretary; Bill Meyer, Treasurer

Work Session	6:00pm
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Regular Meeting	7:00pm
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1. Call to Order Duman
2. Approval of the Agenda Duman
3. Public Comment
This is an opportunity for members of the audience to bring to the Commission's attention any item not otherwise listed on the Agenda. Comments will be limited to five (5) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.
4. Approval of Minutes by Consent Duman
 - a. Special Meeting, August 7, 2017
 - b. Work Session, August 16, 2017
 - c. Regular Meeting, August 16, 2017
5. Approval of the Financials by Consent McClure
6. Old Business
7. New Business
 - a. Discuss Organizational Structure of the Port Meyer
 - b. Resolution 9-20-17A Authorize Maintenance Vehicle Expenditure McClure
8. Reports
 - a. Manager Reports
 - b. Commissioner Reports
9. Public Comment
Comments will be limited to five (5) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.
10. Upcoming Meetings and Conferences Duman
 - a. October 5-6: Oregon Public Ports Assoc Annual Conference, Portland (Meyer & McClure)
 - b. October 18: 7:00pm, Port Commission Meeting, Mapleton High School
 - c. October 22-24: Oregon Economic Development Assoc, Portland (Meyer)
11. Adjourn to Executive Session per ORS 192.660(2)(e) to negotiate real property transactions.
12. Return to Open Session if action needs to be taken.

MINUTES
PORT OF SIUSLAW SPECIAL MEETING
Following Executive Session
Monday, August 7, 2017 4:00pm
Port Office at 100 Harbor Street, Florence, OR 97439

ATTENDANCE:

Commissioners: Terry Duman, Nancy Rickard, Mike Buckwald, David Huntington, Bill Meyer

Staff: Dina McClure, Interim Manager

Port Attorney: David Coulombe, from Fewel Brewer and Coulombe

At 3:30pm, the Port of Siuslaw Commissioners met in Executive Session per ORS 192.660 (2)(b) to consider dismissal or discipline of, or to hear charges or complaints against an officer, employee, staff member or agent, if the individual does not request an open hearing.

Following the Executive Session, Commissioner Duman called a Special Meeting to order at 4:00pm. Steven Leskin was present.

Motion made by Commissioner Huntington: Based on the charges provided to Mr. Leskin in the letter dated August 1, and Mr. Leskin having had the opportunity to provide information in response, which has been considered by the Board, the board moves to conclude Mr. Leskin's employment for cause as provided in his employment agreement.

Second: Commissioner Buckwald.

Vote: Unanimous if favor. Motion passed.

Commissioner Duman adjourned the Special Meeting at 4:05pm.

MINUTES
 PORT OF SIUSLAW WORK SESSION
 Wednesday, August 16, 2017 6:00pm
 Port Office at 100 Harbor Street, Florence, OR 97439

These Minutes will be reviewed for approval at the next Regular Meeting on September 20, 2017

ATTENDANCE:

Commissioners: Terry Duman, Nancy Rickard, Mike Buckwald, Bill Meyer, David Huntington

Staff: Dina McClure, Interim Manager; Tracey David, Harbormaster

Project Engineer: Jack Akin, EMC Engineers

Work Session: To discuss the C Row Erosion Project funded by a FEMA Grant

Commissioner Duman called the Work Session to order at 6:00pm.

McClure shared answers to the four questions the board had from the work session held on August 16, 2017.

1. Clarify representation of erosion source. Confirm that grant will be funded if damage was caused by storm rain instead of tidal action: Akin confirmed there was no misrepresentation and said the FEMA grant was approved based on storm rain and tides.

There was discussion about the repair costs staying within budget and how FEMA “mitigates” to protect repaired area from further damage. Akin shared his plan to angle the repair by putting weight (rock) on top of the toe (base). Duman was concerned about erosion around the toe. Akin said there may be minimal scouring when storms occur, but moving the project to higher ground will minimize erosion. Akin talked about minimizing the regulatory process by having the project higher and out of DSL jurisdiction. Akin said the USACOE and NOAA were the principal agencies.

There was discussion about the 2 to 1 ratio of slope. Akin described the process of lowering large rock and, in some locations, placing it steeper than a 2 to 1 ratio. Duman expressed concern. Akin said when the project is underway and the task of protection is accomplished, paying for additional rock may be reduced.

There was discussion about cutting into the bank protection between the high water and low water mark. Duman asked why there was no protection down to the low water mark. Akin said that was the original plan and it was revised. Akin doesn’t want resistance from NOAA who will have issues with the flood plain. Akins goal is to protect the parking lot and bank during future storm surges.

There was discussion about alternative methods of repair and drainage. Akin said other methods were considered but they are more expensive.

2. How are log jams anchored? Duman asked if the log jams can be eliminated and can the repair be extended to the bulkhead? This led the discussion to:
3. Can repair design be modified to include additional repair between the project and the bulkhead?

Akin said he has latitude depending on the length of extension. There was discussion about the private property line at the east end of the project. Akin said when he started on the project, the east end was assumed port property and included 75 feet of repair. Now that it is confirmed the property is privately owned, there are questions to be answered in order to move forward. Akin will consult with the Oregon Emergency Management office and provide the board with a report at the next meeting.

4. Clarify reimbursable expenses: Akin confirmed that his expenses to date will be funded. When asked if the private property survey will be funded, Akin described FEMA's program called SLOPES (Standard Local Operating Procedures for Endangered Species). Akin said as long as the project stays within the approved criteria, and it does not require in water work, it can proceed at any time.

This concluded the discussions regarding the Erosion Repair Project.

5. Discuss the placement of boom logs and the accumulating silt in the marinas:

Duman was concerned that boom logs placed against the flow of the river cause additional silt accumulation. David agreed with Duman and said he was instructed to place the logs that way. The conclusion was to find ways to minimize additional silting and attempt to flush silt out of the marinas during off season storms.

Commissioner Duman adjourned the Works Session at 7:00pm.

MINUTES
 PORT OF SIUSLAW COMMISSION MEETING
 Wednesday, August 16, 2017, 7:00pm
 100 Harbor Street, Florence, Oregon 97439

These Minutes will be reviewed for approval at the next Regular Meeting on September 20, 2017

Commissioners Attending: Terry Duman, Nancy Rickard, Mike Buckwald, Bill Meyer, David Huntington

Staff Attending: Dina McClure, Interim Manager

1. **Vice President Duman called the meeting to order at 7:00pm.**
2. **Public Comments**
 - Dorothy Gregg, a camper since 2003, was upset the grounds were not being taken care of and concerned it was affecting campground occupancy. McClure told Gregg the Port is understaffed, are hiring for maintenance, and doing the best they can.
3. **Approval of Minutes by Consent:** There were no comments and the Minutes were approved by Consent.
4. **Financial Statements by Consent:** McClure said bills paid in July were \$81,332.06. Buckwald asked about Workers Compensation credit and Duman asked about the new tenants at 1499 Bay Street. McClure said July occupancy was 78%, up from 74% last year. The Financials were approved by Consent.
5. **Elect Officers:**
 - **Board President:** Rickard nominated Duman, all voted in favor.
 - **1st Vice President:** Buckwald nominated Huntington, all voted in favor.
 - **2nd Vice President:** Duman nominated Rickard, all voted in favor.
 - **Secretary:** Duman nominated Buckwald, all voted in favor.
 - **Treasurer:** Duman nominated Meyer, all voted in favor.
6. **Appoint Auditor of Record for FY17, FY18, FY19:** McClure reviewed a summary from four accounting firm proposals. McClure said all firms were qualified and worth considering. McClure recommended Grimstad & Associates due to their experience auditing ports and, according to references, providing additional services in their quoted fee.

Motion: To appoint Grimstad & Associates as Auditor of Record for three years.

Motion made by: Rickard

Seconded by: Meyer

Discussion: Meyer was in favor of appointing an auditor who would give McClure additional services. Buckwald said there would be a single audit when the FEMA grant is completed.

Vote: All in favor

Motion Carried.

7. **Resolution 8-16-17A Amend Moorage Insurance Requirements:** John Murphey, from Coast Insurance, said he researched moorage insurance with staff and looked at what other port's require. Murphey recommended:

- \$500,000 liability, including pollution and salvage removal, for commercial vessels, and
- \$100,000 liability, including pollution and salvage removal, for recreational vessels.

Murphey suggested keeping the rule that any vessel under 25 feet, staying 10 days or less, sign an Uninsured/Underinsured Agreement to protect the Port. This agreement would be used for anyone who doesn't have full coverage and make them liable for the amount their insurance doesn't cover.

Huntington had concerns with vessels having no insurance hitting his or other vessels, even though they sign an agreement making them liable. Duman agreed and suggested those vessels be moored on the transient dock or outside slips.

Motion: To adopt Resolution 8-16-17A Amending Moorage Insurance Requirements with language that uninsured/underinsured owners who sign the agreement, agree to be moored on an outside slip or on the Transient Dock.

Motion made by: Meyer

Seconded by: Buckwald

Discussion: No further discussion

Vote: All in favor

Motion Carried

8. **Resolution 8-16-17B Authorize Security Camera Upgrade Expenditure:** McClure explained the camera system and network video recorder is five years old and outdated. McClure received three bids for replacing the system. McClure stressed the importance of having a reliable system for tracking crime and incidents for staff, guests, and law enforcement.

Motion: To adopt Resolution 8-16-17B Authorizing Security Camera Upgrade Expenditures not to exceed \$10K.

Motion made by: Meyer

Seconded by: Buckwald

Discussion: No further discussion

Vote: All in favor

Motion Carried

9. **Interim Manager Reports:**

- 1499 Bay Street has been leased to Desert Bling, dba Bay Street Bling.
- Shutter Creek Inmates have been contracted to remove brush around the dredge pit, replace the grommets on the boardwalk fence, and clean lamp posts.
- Additional port-a-potties are ordered for Eclipse weekend.
- McClure asked for input regarding port manager recruitment. Meyer suggested waiting so the quality of candidates would not be limited due to recent issues. The

consensus was to have McClure remain the interim manager and she should recruit any help needed during the busy season.

Commissioner Reports:

- Rickard attended a Lane ACT meeting, the Rhododendron Path Celebration, and the US Coast Guard City Designation Ceremony.
- Duman was concerned there is no action selling the PVIP 40 acre property. Duman directed McClure to ask real estate brokers to submit proposals for zoning changes or land development ideas in order to sell the property.
- Meyer thanked McClure for doing a good job as Interim Port Manager.

10. Public Comment

- Don Saxon said zoning needs to be identified on the PVIP property before exploring options.

11. President Duman adjourned the meeting at 8:15pm.

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

	Aug 31, 17
ASSETS	
Current Assets	
Checking/Savings	
1001 · BB Checking - General Fund	-6,660.47
1003 · BB SAV - Capital Reserve	78,107.51
1005 · BB MMA - General Fund	654,389.25
1050 · BB MMA - ICM	5,048.07
1070 · Petty Cash	1,000.00
Total Checking/Savings	731,884.36
Other Current Assets	
1130 · Inventory - Gas	3,586.30
1140 · Inventory - Diessel	5,533.10
1220 · Accounts Receivable	6,538.58
1250 · Taxes receivable	22,652.00
1450 · Prepaid insurance	23,608.50
Total Other Current Assets	61,918.48
Total Current Assets	793,802.84
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	6,263,498.30
TOTAL ASSETS	7,057,301.14
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · *Accounts Payable	-2,735.38
Total Accounts Payable	-2,735.38
Credit Cards	
2021 · Port Credit Card 1	8,833.60
Total Credit Cards	8,833.60
Other Current Liabilities	
2030 · Deposits Held	8,800.00
2045 · Unearned CG Revenue (Hercules)	128,460.73
2050 · Deferred Compensation Plan NRS	9,281.63
2150 · Payroll related Liabilites	20.76
2160 · Accrued Interest	57,261.04
2495 · Current Ptn of Lon-Term Debt	58,673.90
Total Other Current Liabilities	262,498.06
Total Current Liabilities	268,596.28
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	1,165,804.00
Total Liabilities	1,434,400.28
Equity	

3:29 PM
09/12/17
Accrual Basis

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

	<u>Aug 31, 17</u>
3300 · Invested in Capital Assets	5,039,020.40
3900 · Fund Balance	219.51
Net Income	<u>583,660.95</u>
Total Equity	<u>5,622,900.86</u>
TOTAL LIABILITIES & EQUITY	<u><u>7,057,301.14</u></u>

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

	TOTAL				
	Jul 17	Aug 17	Year to Date	Budget	Variance
Income					
4100 · Available Beginning Cash	427,599.12	0.00	427,599.12	300,000.00	127,599.12
4140 · Campground Revenue					
4141 · RV Sites- Taxable	45,845.84	45,542.24	91,388.08	265,000.00	-173,611.92
4142 · RV Sites -Non Taxable	24,400.16	33,528.07	57,928.23	100,000.00	-42,071.77
4143 · RV Site - Add'l revenue	1,500.12	1,371.73	2,871.85	6,000.00	-3,128.15
4144 · Transient Room Tax	4,992.38	4,749.52	9,741.90	28,000.00	-18,258.10
4145 · Reservation Fees	4,160.00	5,160.00	9,320.00	21,000.00	-11,680.00
Total 4140 · Campground Revenue	80,898.50	90,351.56	171,250.06	420,000.00	-248,749.94
4150 · Leases					
4151 · Building Lease - 1499 Bay St	0.00	1,162.50	1,162.50	7,200.00	-6,037.50
4152 · Building Lease - 080A Harbor St	1,200.00	1,200.00	2,400.00	7,200.00	-4,800.00
4153 · Wharf lease - ICM	4,542.08	4,542.08	9,084.16	49,900.00	-40,815.84
4154 · Wharf lease - Mo's	8,640.00	8,640.00	17,280.00	103,000.00	-85,720.00
4155 · Concessions	2,562.50	2,337.50	4,900.00	9,000.00	-4,100.00
4156 · Docking Lease	100.00	100.00	200.00	1,000.00	-800.00
Total 4150 · Leases	17,044.58	17,982.08	35,026.66	177,300.00	-142,273.34
4160 · Moorage					
4162 · Commercial Moorage	933.81	1,010.67	1,944.48	15,000.00	-13,055.52
4163 · Sport Moorage	7,203.42	18,668.49	25,871.91	68,000.00	-42,128.09
4165 · Liveaboard Fees	-31.58	960.00	928.42	2,000.00	-1,071.58
Total 4160 · Moorage	8,105.65	20,639.16	28,744.81	85,000.00	-56,255.19
4170 · Storage					
4171 · Outside storage	148.36	148.36	296.72	2,000.00	-1,703.28
4172 · Indoor Storage	1,931.83	2,157.81	4,089.64	18,000.00	-13,910.36
Total 4170 · Storage	2,080.19	2,306.17	4,386.36	20,000.00	-15,613.64
4190 · Marine Fuel					
4191 · Diesel	3,234.19	1,501.11	4,735.30	5,000.00	-264.70

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

	TOTAL				
	Jul 17	Aug 17	Year to Date	Budget	Variance
4192 · Gas, Non-ethanol	1,454.56	6,033.58	7,488.14	35,000.00	-27,511.86
Total 4190 · Marine Fuel	4,688.75	7,534.69	12,223.44	40,000.00	-27,776.56
4200 · Other Facility Income					
4210 · Parking Income	741.35	2,759.07	3,500.42	12,200.00	-8,699.58
4220 · Dump Station Fees	100.00	718.13	818.13	4,500.00	-3,681.87
4230 · Gazebo Rental	50.00	0.00	50.00	0.00	50.00
4240 · Vending Sales	1,617.25	2,043.50	3,660.75	7,500.00	-3,839.25
4252 · Seafood Seller Permits	200.00	0.00	200.00	500.00	-300.00
4253 · Charter/Guide Permit	200.00	300.00	500.00	500.00	0.00
4270 · Retail Sales	132.00	154.25	286.25	1,000.00	-713.75
4300 · Cash Over/Short	-40.58	75.91	35.33	0.00	35.33
Total 4200 · Other Facility Income	3,000.02	6,050.86	9,050.88	26,200.00	-17,149.12
4500 · Levied Taxes					
4510 · Current Levied Taxes	324.11	401.95	726.06	287,000.00	-286,273.94
4520 · Prior Years Levied Taxes	103.62	369.71	473.33	4,000.00	-3,526.67
4525 · Levied Tax Interest	26.99	86.17	113.16	0.00	113.16
Total 4500 · Levied Taxes	454.72	857.83	1,312.55	291,000.00	-289,687.45
4515 · State Forest Sales	0.00	14,176.38	14,176.38	0.00	14,176.38
4540 · Interest Income	36.54	38.06	74.60	500.00	-425.40
4550 · Maintenance Assistance Program	0.00	0.00	0.00	19,000.00	-19,000.00
4600 · Miscellaneous Income	1,487.70	630.88	2,118.58	10,000.00	-7,881.42
4650 · Sale of Surplus Equipment	500.00	0.00	500.00	0.00	500.00
4670 · Sale of Surplus Property	27,166.50	0.00	27,166.50	0.00	27,166.50
Total Income	573,062.27	160,567.67	733,629.94	1,389,000.00	-655,370.06
Gross Profit	573,062.27	160,567.67	733,629.94	1,389,000.00	-655,370.06
Expense					
5000 · Personal Services					

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

	TOTAL				
	Jul 17	Aug 17	Year to Date	Budget	Variance
5020 - Port Manager	2,708.33	5,416.66	8,124.99	67,600.00	-59,475.01
5021 - Interim Port Manager	2,457.47	5,534.85	7,992.32	0.00	7,992.32
5030 - Administrative Assistant	0.00	0.00	0.00	42,115.00	-42,115.00
5045 - Services Lead	1,180.80	2,570.40	3,751.20	34,454.00	-30,702.80
5050 - Office Assistant	994.50	2,173.50	3,168.00	29,453.00	-26,285.00
5061 - Campground Staff	645.15	1,163.80	1,808.95	8,091.00	-6,282.05
5075 - Maintenance I Lead	1,700.80	4,124.44	5,825.24	45,998.00	-40,172.76
5076 - Maintenance II	1,680.00	3,202.50	4,882.50	37,856.00	-32,973.50
5077 - Maintenance III	856.75	304.75	1,161.50	22,425.00	-21,263.50
5110 - Payroll taxes	1,138.84	2,451.26	3,590.10	28,799.00	-25,208.90
5180 - Health Insurance	3,297.12	3,846.64	7,143.76	49,391.00	-42,247.24
5181 - Life Insurance	12.90	12.90	25.80	160.00	-134.20
5182 - Dental Insurance	305.70	305.70	611.40	4,458.00	-3,846.60
5190 - Workers Compensation Insurance	10,217.74	0.00	10,217.74	12,000.00	-1,782.26
5251 - Applicant Expenses	52.00	0.00	52.00	0.00	52.00
5270 - Retirement	0.00	0.00	0.00	5,000.00	-5,000.00
5275 - Compensated absences	0.00	3,250.00	3,250.00	5,000.00	-1,750.00
5280 - Overtime	0.00	0.00	0.00	3,000.00	-3,000.00
Total 5000 - Personal Services	27,248.10	34,357.40	61,605.50	395,800.00	-334,194.50
5300 - Material and Services					
5260 - Employee Training	125.00	50.00	175.00	1,500.00	-1,325.00
5310 - Grant Expenses	0.00	0.00	0.00	2,500.00	-2,500.00
5340 - Advertising	0.00	60.00	60.00	13,000.00	-12,940.00
5345 - Web Site	0.00	0.00	0.00	1,000.00	-1,000.00
5350 - Office Supplies	207.28	471.84	679.12	4,000.00	-3,320.88
5360 - Operation Supplies	709.45	799.38	1,508.83	15,000.00	-13,491.17
5370 - Marine Fuel	6,706.73	13,447.60	20,154.33	45,000.00	-24,845.67
5410 - Audit	0.00	0.00	0.00	8,000.00	-8,000.00
5420 - Accounting Service	117.75	370.50	488.25	2,000.00	-1,511.75
5430 - Legal Services	0.00	1,075.00	1,075.00	5,000.00	-3,925.00
5435 - Legal Publications	47.20	42.92	90.12	0.00	90.12

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

	TOTAL				
	Jul 17	Aug 17	Year to Date	Budget	Variance
5436 - Cost of Retail Items	0.00	251.04	251.04	1,000.00	-748.96
5450 - Insurance - General	0.00	0.00	0.00	50,000.00	-50,000.00
5470 - Contracted Services	717.98	2,017.98	2,735.96	19,000.00	-16,264.04
5510 - Travel & Meeting Expense	18.00	316.26	334.26	10,000.00	-9,665.74
5520 - Dues/Subscriptions	75.00	2,071.86	2,146.86	14,000.00	-11,853.14
5530 - Public Relations	605.00	493.92	1,098.92	5,000.00	-3,901.08
5540 - Events	0.00	0.00	0.00	3,000.00	-3,000.00
5550 - Telephone Expense	726.10	514.83	1,240.93	7,000.00	-5,759.07
5610 - Property Taxes	0.00	0.00	0.00	14,000.00	-14,000.00
5620 - Transient Room Tax	1,088.44	4,009.47	5,097.91	25,000.00	-19,902.09
5700 - Facilities	6,514.13	5,478.29	11,992.42	50,000.00	-38,007.58
5701 - MAP Repairs	2,308.93	2,229.50	4,538.43	14,000.00	-9,461.57
5730 - Tool & Equipment Purchase	7.29	201.87	209.16	3,000.00	-2,790.84
5750 - Equipment Rental	585.08	960.83	1,545.91	9,000.00	-7,454.09
5790 - Equipment Repairs	778.14	728.68	1,506.82	8,000.00	-6,493.18
5800 - Utilities	6,679.09	17,996.53	24,675.62	112,000.00	-87,324.38
5900 - State Lease Fees	0.00	404.00	404.00	15,000.00	-14,596.00
5950 - Miscellaneous	2,184.07	3,656.86	5,840.93	23,000.00	-17,159.07
Total 5300 - Material and Services	30,200.66	57,649.16	87,849.82	479,000.00	-391,150.18
6000 - Capital Outlay					
6150 - Facilities					
6110 - Port Office 100 Harbor	0.00	0.00	0.00	8,000.00	-8,000.00
Total 6150 - Facilities	0.00	0.00	0.00	8,000.00	-8,000.00
6170 - Marine Facilities					
6179 - East Moorage Basin	0.00	0.00	0.00	15,000.00	-15,000.00
Total 6170 - Marine Facilities	0.00	0.00	0.00	15,000.00	-15,000.00
Total 6000 - Capital Outlay	0.00	0.00	0.00	23,000.00	-23,000.00
6700 - Contingency	0.00	0.00	0.00	60,000.00	-60,000.00

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

	TOTAL				
	Jul 17	Aug 17	Year to Date	Budget	Variance
7000 - Debt Service					
7215 - MNIF (Dredging) #524016	0.00	0.00	0.00	5,880.00	-5,880.00
7216 - PRLF (MSLTD) #525186	11,599.93	0.00	11,599.93	46,400.00	-34,800.07
7225 - Banner Bank (PVIP) 1000214241	1,499.92	1,499.92	2,999.84	18,000.00	-15,000.16
7230 - PRLF Loan (Wharf) #525196	0.00	7,424.94	7,424.94	29,950.00	-22,525.06
7270 - SPWF (Bdwk Prj) L0004	0.00	0.00	0.00	15,970.00	-15,970.00
Total 7000 - Debt Service	13,099.85	8,924.86	22,024.71	116,200.00	-94,175.29
7600 - Unappropriated Ending Fund Bal	0.00	0.00	0.00	250,000.00	-250,000.00
7700 - Transfer to other funds	65,000.00	0.00	65,000.00	65,000.00	0.00
Total Expense	135,548.61	100,931.42	236,480.03	1,389,000.00	-1,152,519.97
Net Income	437,513.66	59,636.25	497,149.91	0.00	497,149.91

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

	TOTAL				
	Jul 17	: Aug 17	Year to Date	Budget	Variance
Income					
4100 - Available Beginning Cash	33,107.51	0.00	33,107.51	5,000.00	28,107.51
4700 - Incoming Transfer	65,000.00	0.00	65,000.00	65,000.00	0.00
Total Income	98,107.51	0.00	98,107.51	70,000.00	28,107.51
Gross Profit	98,107.51	0.00	98,107.51	70,000.00	28,107.51
Expense					
6000 - Capital Outlay					
6150 - Facilities					
6151 - Mo's Building	0.00	0.00	0.00	50,000.00	-50,000.00
6155 - Wharf/Bdwk Fire System	0.00	20,000.00	20,000.00	20,000.00	0.00
Total 6150 - Facilities	0.00	20,000.00	20,000.00	70,000.00	-50,000.00
Total 6000 - Capital Outlay	0.00	20,000.00	20,000.00	70,000.00	-50,000.00
Total Expense	0.00	20,000.00	20,000.00	70,000.00	-50,000.00
Net Income	98,107.51	-20,000.00	78,107.51	0.00	78,107.51

	Campground 2014/2015			Campground 2015/2016			Campground 2016/2017			Campground 2017/2018		
	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights
JULY	72%	72%	2318	79%	79%	2448	74%	74%	2314	78%	78%	2452
AUG	90%	81%	2890	91%	85%	2812	88%	81%	2750	93%	86%	2953
SEPT	90%	84%	2795	88%	86%	2651	92%	85%	2776			
OCT	45%	74%	1462	49%	77%	1527	33%	72%	1027			
NOV	24%	64%	753	26%	67%	770	15%	60%	466			
DEC	23%	57%	748	17%	58%	514	12%	52%	361			
JAN	29%	53%	920	20%	53%	621	15%	47%	480			
FEB	34%	51%	939	22%	49%	634	14%	43%	401			
MAR	39%	50%	1211	23%	46%	729	16%	40%	513			
APR	38%	48%	1134	28%	44%	838	22%	38%	657			
MAY	37%	47%	1130	36%	44%	1132	35%	38%	1112			
JUN	45%	47%	1362	46%	44%	1396	43%	38%	3875			
TL YTD	47%	47%	17662	44%	44%	16072	38%	38%	16732	86%		5405
REV YTD	\$408,911			\$424,844			\$439,396			\$169,228.00		

	Hiker/Biker 2016/17		2017/18	
	Guest	\$	Guest	\$
JULY	31	\$388	40	\$722
AUG	41	\$590	26	\$294
SEPT	18	\$244		
OCT	3	\$32		
NOV	2	\$26		
DEC	0	\$0		
JAN	0	\$0		
FEB	1	\$9		
MAR	2	\$34		
APR	3	\$27		
MAY	11	\$121		
JUN	22	\$344		
Total	134	\$1,815	66	\$1,016

	Moorage 2016/17			Moorage 2017/18		
	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights
JULY	41%	41%	1528	42%	42%	1531
AUG	68%	55%	2496	74%	58%	2722
SEPT	93%	67%	3312			
OCT	55%	64%	2018			
NOV	27%	57%	964			
DEC	26%	52%	959			
JAN	25%	48%	931			
FEB	27%	45%	906			
MAR	27%	43%	992			
APR	27%	42%	965			
MAY	28%	40%	1025			
JUN	31%	40%	1091			
TL YTD	40%	40%	17187	58%		4253
REV YTD	\$97,656			\$29,784.00		

**Port of Siuslaw
Resolution 9-20-17A**

A Resolution to Authorize a Maintenance Vehicle Expenditure

WHEREAS, having two maintenance vehicles is vital for the maintenance operation of the Port; and,

WHEREAS, the '92 Chevy is 25 years old with rust, a broken ignition, bad brakes, a failing transmission, no heater, and needs to be replaced; and,

WHEREAS, the Interim Port Manager is only authorized to spend up to \$5,000 without board approval,

IT IS HEREBY RESOLVED:

The Port of Siuslaw Commission authorizes the Interim Port Manager to purchase a used replacement truck at a cost not to exceed \$12,000.

Approved and adopted by the Port of Siuslaw Board of Commissioners on the 20th day of September 2017.

By: _____
Terry Duman, Commission President

Attest: _____
Mike Buckwald, Commission Secretary