

**AGENDA**  
PORT OF SIUSLAW COMMISSION MEETING  
Wednesday, 17 June 2015  
Port Office, 100 Harbor Street,  
Lane County, Florence, OR 97439

**CALL TO ORDER**

**7:00 pm**

**APPROVAL OF MINUTES**

Regular Meeting on 20 May 2015 and the Special Meeting on 26 May 2015

**REMARKS FROM CITIZENS/GROUPS**

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

**FINANCIALS**

1. Financial Statements: Ratify Bills Paid in May \$83,030.63
2. Budget Hearing

**OPEN PUBLIC HEARING**

Hear anyone wishing to speak on the Budget for FY2015-16 as approved by the Port of Siuslaw Budget Committee

**CLOSE PUBLIC HEARING**

Have Board Discussion to make revisions to approved Budget, if necessary

3. Resolution 061715A Adopting the Budget, Making Appropriations, and Levying Taxes

**OLD BUSINESS**

**NEW BUSINESS**

1. Resolution 061715B A Resolution Authorizing an OSMB Grant and Appropriating Funds

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

**Close Regular Session**

**Open Executive Session**

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

**SCHEDULED MEETINGS**

- Wednesday, 15 July 2015, Regular Commission Meeting, 7:00pm
- Wednesday, 19 August 2015, Regular Commission Meeting, 7:00pm
- Wednesday, 16 September 2015, Regular Commission Meeting, 7:00pm

## MINUTES

### PORT OF SIUSLAW COMMISSION MEETING

Wednesday, 20 May 2015, 7:00pm

Port Office, 100 Harbor St, Florence OR 97439

#### **ATTENDANCE:**

Commission: Commissioner Ron Caputo (Caputo), Commissioner Nancy Rickard (Rickard), Commissioner Terry Duman (Duman), Commissioner Jay Cable (Cable); Commissioner David Huntington (Huntington)

Staff: Port Manager Robert Forsythe (Forsythe); Recording Secretary Dina McClure (McClure);

Media: Alan Campbell/Campbell Productions, Jack Davis/Siuslaw News

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

**PRESENTATION:** Bill Trotter, Emerald CPA Group, gave a summary of the FY13-14 Audit. Trotter said he added a graph in the Annual Financial Report which shows operational expenses higher than operational revenue, with both increasing over time at the same rate. Trotter referred to a report that shows year end revenues and expenses where asset depreciation is partially responsible for causing a negative \$145K Change in Net Position. Trotter advised the board to have a long term plan to increase revenue because assets will soon have to be replaced out of operational income or grants. Trotter said loan interest is a large expense which will be reduced over time as long as no additional debt is acquired. Trotter said, in a society of inflation, the board needs to take a prudent attitude at raising fees often, in small increments, because it is painful to raise fees a large amount if it is put off for several years.

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

**APPROVAL OF MINUTES:** Rickard asked to amend the Minutes to state that she attends most of the Siuslaw Watershed Council meetings, not all. **On the Motion, made by Rickard, and seconded by Huntington, four board members voted to approve the Minutes, as amended, from the Regular Meeting on 15 April 2015. Cable abstained voting since he was not present at the April meeting.**

**REMARKS FROM CITIZENS:** None.

**FINANCIALS:** Caputo noted that campground revenue and occupancy is up and the financials look good. Rickard said there is no additional money for extra projects. **On the Motion, made by Rickard, and seconded by Duman, the board voted unanimously to ratify bills paid in the amount of \$52,312.11.**

**Caputo opened the Public Hearing regarding Campground and Moorage Rate Increases.**

Larry Omen said the Siuslaw News reported moorage rates were doubling. McClure said that was not true. There was discussion about when previous rate increases occurred and how much the current rates proposals were. McClure said the previous recreational moorage increase was 7 years ago, campground rates were 5 years ago, and commercial moorage increased last year. McClure gave an overview of the proposed rate increases. There was discussion about the east basin recreational moorage rates being charged by dock location instead of by the length of slip. McClure said there would be an increase for weekly and monthly rates for the 24' slips, but the 40' slip rate would decrease. The public asked what additional amenities they would get in return for paying more. McClure said the rates are being raised to pay for the increasing cost of running the Port. Rickard said rates have not been raised in several years which makes it painful to do now. Caputo said we need to increase our income to pay for overhead and he hopes an additional campground restroom will be built this year. Caputo said the Port is paying debt for large improvements such as rebuilding the Wharf. Caputo said next year's budget has been approved based on rate increases and if the board does not raise rates, they will need to cut expenses. Omen asked how much money the Port spends on commercial versus recreational fishing. Forsythe said the Port tracks each revenue source but the City may have more statistics in their economic development groups. There was more discussion about the proposed campground fees.

**Caputo closed the Public Hearing.**

## **OLD BUSINESS**

1. **Resolution 5-20-15A Revise Campground Reservation Policy:** McClure said the December Member program would be limited to the 36 original people in the group. **On the Motion, made by Rickard, and seconded by Cable, the board voted unanimously to approve Resolution 5-20-15A.**
2. **Resolution 5-20-15B Revise Campground Rates:** Rickard said rates need to increase in order to pay for extra projects and the Port's tax revenue doesn't cover much. Huntington said the auditor said revenues are up. Rickard said she knows campers who want to stay here but we are booked. Duman said monthly campers were asked to leave during Rhody Days so staff could overbook the sites. Forsythe said staff did not overbook and Rhody weekend has been booked for a long time. McClure said it was cheaper for monthly campers to get the winter monthly rate and leave for two nights than it was to charge them the weekly and daily rates for the nights they stayed. Duman said staff still charged twice for the same sites. Cable said technically Duman is correct but it was a better deal for the customer even though they had to leave. Cable said he doesn't agree with the rate increase because similar priced campgrounds have more amenities than we do. Cable said the Port has a sub-standard product and the Port should either improve the product or lower the rate. Cable said the board should look at reducing expenses instead of raising rates. Rickard said rates have not been changed in years and expenses are increasing. Cable said there haven't been any improvements either. Rickard said

the Port has an amenity that no one else has; shopping and restaurants two blocks away. Rickard said people also want to go clamming and be by the river. Caputo said the Port is special and should not be compared to others. There was discussion about not having money for extra projects and paying loans for past projects. Caputo called for a vote. **Rickard made a motion to adopt Resolution 5-20-15B To Revise Campground Rates. There was no second. Caputo said without a second the motion dies.** Rickard asked the board to explain why they are opposed to raising rates after hearing the auditor recommend it. Huntington said they already explained why. Rickard referred to the budget meeting when staff cuts were suggested and said a lot of maintenance and cleaning take place in the off season. Cable said they voted on this and need to move on. Caputo said the board would meet at a future date to cut expenses in the budget.

3. **Resolution 5-20-15C Revise Commercial Moorage Rates:** Huntington declared a conflict of interest. Duman asked if he had to abstain due to being a commercial fisherman. Forsythe said Duman needed to declare a conflict of interest since he pays commercial moorage. Duman said “If you are going to charge anybody, charge a commercial fisherman”. There was no further discussion. **Rickard moved to adopt Resolution 5-20-15C To Revise Commercial Moorage Rates. Caputo seconded. Rickard, Caputo, and Cable voted to adopt the Resolution.**
4. **Resolution 5-20-15D Revise West Basin Recreational Moorage Rates:** There was no discussion. **Rickard moved to adopt Resolution 5-20-15D To Revise West Basin Recreational Moorage Rates. Caputo seconded. Rickard voted yes. Huntington, Duman, and Cable voted No. Resolution 5-20-15D was not adopted.**
5. **Resolution 5-20-15E Revise East Basin Recreational Moorage Rates:** Huntington said he didn’t understand the revised pricing for the 40’ slips. McClure said East Basin rates are calculated by the size of the slip. McClure said the Resolution makes the 40’ slip rate the same price as a 24’ slip. McClure said the Resolution proposes an increase in the 24’ slip rate and if the Resolution is adopted, a boat in a 40’ slip will cost less after July 1 than it does now. **Cable moved to adopt Resolution 5-20-15D To Revise East Basin Recreational Moorage Rates. Rickard seconded.** Duman asked for more explanation. McClure said currently a 20’ boat on G Dock pays \$13 p/day for a 24’ slip and \$17 p/day for a 40’ slip. If the Resolution is adopted, the rate for a 20’ boat on G Dock will be \$15 p/day no matter what size slip they are in. **Caputo called for a vote. Rickard, Caputo, and Cable voted Yes and Huntington and Duman voted No. Resolution 5-20-15E was adopted.**

## REPORTS

- Caputo attended the Lane Area Council of Transportation meeting by phone.
- Caputo attended the Florence Urban Renewal Agency (FURA) meeting and they have \$2M for projects. Caputo said FURA is interested in purchasing the Nopal parking lot, the grass area, and the 1499 Bay Street property.

- Forsythe said HB 3104 (revising ORS 777 to allow ports to do business with telecommunication companies) passed the House and Senate and is now on the Governor's desk to be signed.
- Forsythe said conversations are ongoing with the City about purchasing the Nopal parking lot and 1499 Bay Street so he is having the properties appraised.
- Forsythe said a consultant is working on the dredging permit.
- Forsythe said he is working on creating an IGA with the City to borrow maintenance equipment.
- Rickard went to a Special Districts (SDAO) round table meeting in Veneta where several elected officials from different districts were there to ask questions.
- Rickard said she and Caputo attended the Siuslaw Watershed Council meeting. She spoke with Surfrider representatives who would like to do a presentation for the Port. Rickard said an ODFW consultant hired to assess coastal fisheries would be a good guest speaker at a future Port meeting as well.
- Rickard said SDAO will hold new board member training in Florence on July 14.
- Rickard thanked Forsythe for the manager project report and staff meeting notes.
- Cable said it makes the Port look bad when the Boardwalk Market port-a-potties are locked Monday to Friday. Cable said they should be unlocked or not present. Forsythe said it is in their contract to have them open.
- Cable asked if the Port is liable for giving permission to a business to operate when that operation caused injury to someone. Forsythe said the business applied for a concessionaire permit and gave the Port all the proper documentation including their insurance prior to arriving. Forsythe said he has given copies of the paperwork to the authorities.

**President Caputo adjourned the Regular Meeting at 8:15pm to enter into Executive Session per ORS 192.660 (2) (e).**

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President

MINUTES  
PORT OF SIUSLAW  
SPECIAL MEETING  
Tuesday, 26 May 2015, 4:00pm  
Port Office at 100 Harbor Street  
Lane County, Florence, OR 97439

**ATTENDANCE:** Commissioners: Ron Caputo, Nancy Rickard, David Huntington  
Attending via phone: Terry Duman  
Absent: Jay Cable  
Staff: Robert Forsythe, Dina McClure  
Audience: Bill Evans, Del Phelps  
Media: Jack Davis, Siuslaw News

**Purpose: Discuss where to cut \$15K expenses in FY15-16 Budget**

**Commission President Caputo called the meeting to order at 4:00pm.**

Caputo said the Port would not shut down since \$15K is only 1% of the budget. The Port will remain open for business as usual.

Caputo said Commissioner Cable had resigned effective immediately and read Cable's resignation letter (attached to these minutes).

McClure said, before the budget discussion started, she wanted to clarify two items that were mentioned by Bill Trotter at the 20 May 2015 meeting on the FY13-14 Financial Report.

- 1) McClure clarified the revenue and expense graph is correct in showing expenses higher than revenues, but are listed in the opposite order to the side of the graph.
- 2) McClure said Trotter told the Board in six years the debt would be paid down but the loan graph actually shows loans paid off in 18 years.

Caputo started the budget expense discussion. Caputo suggested the following:

- Cut \$3K from Election expense since there will be no election in FY15-16.
- Cut \$5K from Legal expense by using free legal advice from SDAO more often.
- Cut \$5K from Travel & Meeting expense by reimbursing fuel instead of mileage, and cutting out some of the travel.
- Cut \$2K from Dues & Subscriptions by not renewing Kiwanis and Oregon Coastal Zone Management Association. (Rickard disagreed with cutting any Dues & Subscriptions).
- Instead of cutting Dues & Subscriptions, cut \$1K in Miscellaneous Expense.

There was discussion about filling Cable's vacancy. Caputo said he preferred appointing someone as opposed to holding a special election. Rickard said she wanted the public to decide. Duman said it costs a lot of money to hold a special election.

McClure explained elections are held every other odd numbered year by Lane County Elections. The board decided to advertise and take applications for the vacancy.

Caputo mentioned that he would like to see Utility and Health Insurance costs go down.

Huntington asked why Advertising expense is high when we have a lot of people here. Forsythe said some advertising is important but \$1K could be cut.

**Caputo said they had accomplished their discussion of where to cut \$15K and he adjourned the meeting at 4:20pm.**

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President

May 26, 2015

To: Ron Caputo and the Port of Siuslaw Commissioners,

It is with regret to you as a board, and to the voters that elected me that I tender my resignation, effective immediately. While some of the reason to resign may be personal, the bulk of the decision is business. As you know, we are entering the busy season of the year and I must dedicate more time to my business.

I feel that there are aspects of the Port operation that need immediate improvement, but I haven't the time or the persuasion to initiate them. We hear the words that we want to run the Port operation like a business, yet we are locked into the government mind set of raise fees or we will close with little if any regard to cost savings. From my observation, employee morale is at an all-time low, which reflects directly on productivity. While I understand that "operations" is the exclusive right of management, it is my hope that the "rubber stamp" will be used less and real guidance for improvement to the Port operation will be forthcoming.

Thank you for the opportunity to serve the community as a Port Commissioner.

A handwritten signature in cursive script, appearing to read "John D. Cable". The signature is written in black ink and is positioned above the printed name.

John D. Cable



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

	<u>May 31, 15</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1001 · SB Checking - General Fund	33,241.06
1003 · SB SAV - Capital Reserve	70,032.38
1005 · SB MMA - General Fund	295,249.66
1050 · SB MMA - ICM	5,043.22
1070 · Petty Cash	800.00
<b>Total Checking/Savings</b>	<u>404,366.32</u>
<b>Other Current Assets</b>	
1220 · Accounts Receivable	10,459.41
1499 · Undeposited Funds	1,062.00
<b>Total Other Current Assets</b>	<u>11,521.41</u>
<b>Total Current Assets</b>	<u>415,887.73</u>
<b>TOTAL ASSETS</b>	<b><u>415,887.73</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · *Accounts Payable	12,463.43
<b>Total Accounts Payable</b>	<u>12,463.43</u>
<b>Credit Cards</b>	
2021 · Port Credit Card 1	11,332.56
<b>Total Credit Cards</b>	<u>11,332.56</u>
<b>Other Current Liabilities</b>	
2030 · Deposits Held	8,710.00
2040 · Gift Certificates	-327.00
2045 · Unearned CG Revenue (Hercules)	124,967.60
2150 · Payroll related Liabilites	21.09
<b>Total Other Current Liabilities</b>	<u>133,371.69</u>
<b>Total Current Liabilities</b>	<u>157,167.68</u>
<b>Total Liabilities</b>	157,167.68
<b>Equity</b>	
3000 · Opening Bal Equity	104,709.66
3900 · *Retained Earnings	51,740.66
Net Income	102,269.73
<b>Total Equity</b>	<u>258,720.05</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>415,887.73</u></b>

10:28 AM

06/08/15

Accrual Basis

**Port of Siuslaw**  
**Profit & Loss Budget Performance**  
**May 2015**

	May 15	Budget	% of Budget	Jul '14 - May 15	YTD Budget	% of Budget	Annual Budget
<b>Income</b>							
4100 · Available Beginning Cash	0.00	0.00	0.0%	0.00	0.00	0.0%	275,000.00
4140 · Campground Revenue	31,354.26	28,000.00	112.0%	376,847.05	314,000.00	120.0%	340,000.00
4150 · Leases	17,418.77	15,712.66	110.9%	170,417.03	162,239.34	105.0%	178,152.00
4160 · Moorage	4,103.72	3,650.00	112.4%	70,487.95	55,550.00	126.9%	60,000.00
4170 · Storage	2,561.35	1,500.00	170.8%	25,300.79	18,300.00	138.3%	20,000.00
4190 · Marine Fuel	926.75	1,550.00	59.8%	57,639.31	48,250.00	119.5%	50,000.00
4200 · Other Facility Income	1,022.11	1,180.00	86.6%	25,193.37	18,625.00	135.3%	20,300.00
4500 · Levied Taxes	3,586.42	6,300.00	56.9%	329,053.04	297,500.00	110.6%	307,000.00
4540 · Interest Income	0.00	50.00	0.0%	610.37	550.00	111.0%	600.00
4550 · Maintenance Assistance Program	0.00	0.00	0.0%	15,900.00	15,900.00	100.0%	15,900.00
4600 · Miscellaneous Income	81.50	400.00	20.4%	13,470.57	3,600.00	374.2%	4,000.00
4650 · Sale of Surplus Equipment	0.00	0.00	0.0%	2,075.00	0.00	100.0%	0.00
4670 · Sale of Surplus Property	0.00	0.00	0.0%	0.00	0.00	0.0%	125,000.00
4840 · Grants	0.00	0.00	0.0%	0.00	0.00	0.0%	173,125.00
<b>Total Income</b>	<b>61,054.88</b>	<b>58,342.66</b>	<b>104.6%</b>	<b>1,086,994.48</b>	<b>934,514.34</b>	<b>116.3%</b>	<b>1,569,077.00</b>
<b>Gross Profit</b>	<b>61,054.88</b>	<b>58,342.66</b>	<b>104.6%</b>	<b>1,086,994.48</b>	<b>934,514.34</b>	<b>116.3%</b>	<b>1,569,077.00</b>
<b>Expense</b>							
5000 · Personal Services	32,099.98	33,382.75	96.2%	368,994.52	378,210.25	97.6%	424,593.00
5300 · Material and Services	29,097.86	25,590.00	113.7%	447,356.91	455,060.00	98.3%	531,650.00
6000 · Capital Outlay	13,911.81	25,000.00	55.6%	24,480.06	25,000.00	97.9%	376,549.00
6700 · Contingency	0.00	0.00	0.0%	0.00	0.00	0.0%	90,625.00
7000 · Debt Service	8,924.86	8,987.50	99.3%	143,893.26	144,160.00	99.8%	145,660.00
<b>Total Expense</b>	<b>84,034.51</b>	<b>92,960.25</b>	<b>90.4%</b>	<b>984,724.75</b>	<b>1,002,430.25</b>	<b>98.2%</b>	<b>1,569,077.00</b>
<b>Net Income</b>	<b>-22,979.63</b>	<b>-34,617.59</b>	<b>66.4%</b>	<b>102,269.73</b>	<b>-67,915.91</b>	<b>-150.6%</b>	<b>0.00</b>

**Port of Siuslaw**  
**Profit & Loss Prev Year Comparison**

		July 2014 through May 2015			
		Jul '14 - May 15	Jul '13 - May 14	\$ Change	% Change
<b>Income</b>					
<b>4140 · Campground Revenue</b>					
	4141 · RV Sites- Taxable	225,744.09	199,696.86	26,047.23	13.04%
	4142 · RV Sites -Non Taxable	107,939.22	91,227.61	16,711.61	18.32%
	4143 · RV Site - Add'l revenue	5,040.26	3,223.00	1,817.26	56.38%
	4144 · Transient Room Tax	21,897.29	19,335.06	2,562.23	13.25%
	4145 · Reservation Fees	16,226.19	13,130.00	3,096.19	23.58%
	4146 · Hercules Payments, CG office	0.00	54.00	-54.00	-100.0%
	4147 · Hercules Payments, Online	0.00	0.00	0.00	0.0%
	<b>Total 4140 · Campground Revenue</b>	<b>376,847.05</b>	<b>326,666.53</b>	<b>50,180.52</b>	<b>15.36%</b>
<b>4150 · Leases</b>					
	4151 · Building Lease - 1499 Bay St	12,650.00	12,650.00	0.00	0.0%
	4152 · Building Lease - 080A Harbor St	13,200.00	13,200.00	0.00	0.0%
	4153 · Wharf lease - ICM	45,428.90	45,428.90	0.00	0.0%
	4154 · Wharf lease - Mo's	86,198.80	83,105.36	3,093.44	3.72%
	4155 · Concessions	11,550.00	11,075.00	475.00	4.29%
	4156 · Docking Lease	1,389.33	0.00	1,389.33	100.0%
	<b>Total 4150 · Leases</b>	<b>170,417.03</b>	<b>165,459.26</b>	<b>4,957.77</b>	<b>3.0%</b>
<b>4160 · Moorage</b>					
	4162 · Commercial Moorage	15,929.18	14,282.72	1,646.46	11.53%
	4163 · Sport Moorage	53,069.70	47,979.79	5,089.91	10.61%
	4165 · Liveboard Fees	1,489.07	1,531.33	-42.26	-2.76%
	<b>Total 4160 · Moorage</b>	<b>70,487.95</b>	<b>63,793.84</b>	<b>6,694.11</b>	<b>10.49%</b>
<b>4170 · Storage</b>					
	4171 · Outside storage	2,306.85	9.19	2,297.66	25,001.74%
	4172 · Indoor Storage	22,993.94	20,089.74	2,904.20	14.46%
	<b>Total 4170 · Storage</b>	<b>25,300.79</b>	<b>20,098.93</b>	<b>5,201.86</b>	<b>25.88%</b>
<b>4190 · Marine Fuel</b>					
	4191 · Diesel	8,959.87	7,424.07	1,535.80	20.69%
	4192 · Gas, Non-ethanol	48,679.44	42,394.16	6,285.28	14.83%
	<b>Total 4190 · Marine Fuel</b>	<b>57,639.31</b>	<b>49,818.23</b>	<b>7,821.08</b>	<b>15.7%</b>
<b>4200 · Other Facility Income</b>					
	<b>4210 · Parking Income</b>				
	4211 · Nopal Lot Long Term	0.00	300.00	-300.00	-100.0%
	4210 · Parking Income - Other	11,445.60	9,632.48	1,813.12	18.82%
	<b>Total 4210 · Parking Income</b>	<b>11,445.60</b>	<b>9,932.48</b>	<b>1,513.12</b>	<b>15.23%</b>
	4220 · Dump Station Fees	3,572.34	1,805.84	1,766.50	97.82%
	4230 · Gazebo Rental	125.00	0.00	125.00	100.0%
	4240 · Vending Sales				

**Port of Siuslaw**  
**Profit & Loss Prev Year Comparison**

		July 2014 through May 2015				
		Jul '14 - May 15	Jul '13 - May 14	\$ Change	% Change	
	4241 · Car Wash	887.78	3,546.86	-2,659.08	-74.97%	
	4242 · Boat Flush	722.75	391.79	330.96	84.47%	
	4243 · Laundry	6,282.50	4,818.25	1,464.25	30.39%	
	4244 · Soap/Bleach	259.00	305.25	-46.25	-15.15%	
	4245 · Tidebooks	72.00	58.00	14.00	24.14%	
	<b>Total 4240 · Vending Sales</b>	<b>8,224.03</b>	<b>9,120.15</b>	<b>-896.12</b>	<b>-9.83%</b>	
	4250 · Forklift & Hoist	415.00	375.00	40.00	10.67%	
	4251 · Port Labor	140.00	10.00	130.00	1,300.0%	
	4252 · Seafood Seller Permits	75.00	100.00	-25.00	-25.0%	
	<b>4260 · Events</b>					
	4262 · Septoberfest	0.00	6,534.00	-6,534.00	-100.0%	
	<b>Total 4260 · Events</b>	<b>0.00</b>	<b>6,534.00</b>	<b>-6,534.00</b>	<b>-100.0%</b>	
	<b>4270 · Retail Sales</b>					
	4271 · Mugs	40.00	55.00	-15.00	-27.27%	
	4272 · Clothing Sales	985.00	755.00	230.00	30.46%	
	4273 · 2 Cycle Oil	75.00	44.55	30.45	68.35%	
	4274 · Pins	60.00	99.00	-39.00	-39.39%	
	4275 · LED Pocket lights	40.00	10.00	30.00	300.0%	
	<b>Total 4270 · Retail Sales</b>	<b>1,200.00</b>	<b>963.55</b>	<b>236.45</b>	<b>24.54%</b>	
	4300 · Cash Over/Short	-3.60	79.56	-83.16	-104.53%	
	4200 · Other Facility Income - Other	0.00	0.00	0.00	0.0%	
	<b>Total 4200 · Other Facility Income</b>	<b>25,193.37</b>	<b>28,920.58</b>	<b>-3,727.21</b>	<b>-12.89%</b>	
	<b>4500 · Levied Taxes</b>					
	4510 · Current Levied Taxes	264,682.01	255,056.94	9,625.07	3.77%	
	4515 · State Forest Sales	59,566.02	17,876.42	41,689.60	233.21%	
	4520 · Prior Years Levied Taxes	3,856.97	6,081.91	-2,224.94	-36.58%	
	4525 · Levied Tax Interest	948.04	974.39	-26.35	-2.7%	
	<b>Total 4500 · Levied Taxes</b>	<b>329,053.04</b>	<b>279,989.66</b>	<b>49,063.38</b>	<b>17.52%</b>	
	4540 · Interest Income	610.37	773.65	-163.28	-21.11%	
	4550 · Maintenance Assistance Program	15,900.00	15,900.00	0.00	0.0%	
	<b>4600 · Miscellaneous Income</b>					
	4605 · NSF check service charge	30.00	95.00	-65.00	-68.42%	
	4610 · Reimbursement Income	11,225.10	2,074.03	9,151.07	441.22%	
	4615 · Late Fees	299.80	115.65	184.15	159.23%	
	4625 · Other Income	420.67	11,781.83	-11,361.16	-96.43%	
	4600 · Miscellaneous Income - Other	1,495.00	470.41	1,024.59	217.81%	
	<b>Total 4600 · Miscellaneous Income</b>	<b>13,470.57</b>	<b>14,536.92</b>	<b>-1,066.35</b>	<b>-7.34%</b>	
	4650 · Sale of Surplus Equipment	2,075.00	1,894.00	181.00	9.56%	
	4830 · Loans					

**Port of Siuslaw**  
**Profit & Loss Prev Year Comparison**

		July 2014 through May 2015			
		Jul '14 - May 15	Jul '13 - May 14	\$ Change	% Change
	4834 · PRLF Loan Wharf	0.00	21,283.00	-21,283.00	-100.0%
	<b>Total 4830 · Loans</b>	0.00	21,283.00	-21,283.00	-100.0%
	<b>4840 · Grants</b>				
	4842 · Connect Oregon Grant	0.00	177,272.44	-177,272.44	-100.0%
	4844 · SDAO Security Grant	0.00	2,940.00	-2,940.00	-100.0%
	4845 · Lane County Tourism Grant	0.00	3,150.00	-3,150.00	-100.0%
	4846 · IFA PPMF Grant	0.00	8,281.00	-8,281.00	-100.0%
	<b>Total 4840 · Grants</b>	0.00	191,643.44	-191,643.44	-100.0%
	<b>Total Income</b>	1,086,994.48	1,180,778.04	-93,783.56	-7.94%
		1,086,994.48	1,180,778.04	-93,783.56	-7.94%
	<b>Expense</b>				
	<b>5000 · Personal Services</b>				
	5020 · Port Manager	62,244.01	59,583.26	2,660.75	4.47%
	5025 · Services Coordinator	0.00	12,561.30	-12,561.30	-100.0%
	5030 · Administrative Assistant	34,079.55	40,160.89	-6,081.34	-15.14%
	5035 · Research/Archive position	0.00	6,503.09	-6,503.09	-100.0%
	5036 · Project Coordinator	21,838.50	12,062.42	9,776.08	81.05%
	5050 · Office Assistant	21,519.59	2,709.78	18,809.81	694.15%
	5060 · Campground Lead	8,304.33	19,687.89	-11,383.56	-57.82%
	5061 · Campground Staff	12,945.79	0.00	12,945.79	100.0%
	5065 · Fuel Attendant	3,010.94	3,310.00	-299.06	-9.04%
	5075 · Maintenance I Lead	37,095.18	37,143.11	-47.93	-0.13%
	5076 · Maintenance II	26,972.04	25,948.17	1,023.87	3.95%
	5077 · Maintenance III	24,781.68	23,670.49	1,111.19	4.69%
	5078 · Groundskeeper	24,478.18	22,425.10	2,053.08	9.16%
	5110 · Payroll taxes	27,725.71	27,675.78	49.93	0.18%
	5180 · Health Insurance	48,715.12	40,216.50	8,498.62	21.13%
	5181 · Life Insurance	1,475.10	1,030.90	444.20	43.09%
	5182 · Dental Insurance	4,324.40	3,495.22	829.18	23.72%
	5190 · Workers Compensation Insurance	9,126.28	5,812.00	3,314.28	57.03%
	5251 · Applicant Expenses	55.00	55.00	0.00	0.0%
	5275 · Compensated absences	303.12	6,136.64	-5,833.52	-95.06%
	<b>Total 5000 · Personal Services</b>	368,994.52	350,187.54	18,806.98	5.37%
	<b>5300 · Material and Services</b>				
	5260 · Employee Training	498.90	627.20	-128.30	-20.46%
	5310 · Grant Expenses				
	5311 · Hiker Biker Advertising	1,330.00	1,762.50	-432.50	-24.54%
	5313 · Dredging Permit	3,273.75	0.00	3,273.75	100.0%
	5314 · Floating Restroom	1,150.00	0.00	1,150.00	100.0%
	5315 · STEP Fish Clean Station	1,315.22	0.00	1,315.22	100.0%

**Port of Siuslaw**  
**Profit & Loss Prev Year Comparison**

		July 2014 through May 2015			
		Jul '14 - May 15	Jul '13 - May 14	\$ Change	% Change
	<b>Total 5310 - Grant Expenses</b>	7,068.97	1,762.50	5,306.47	301.08%
	<b>5340 - Advertising</b>	14,557.40	13,105.69	1,451.71	11.08%
	<b>5345 - Web Site</b>	634.43	1,419.43	-785.00	-55.3%
	<b>5350 - Office Supplies</b>	2,366.31	4,093.38	-1,727.07	-42.19%
	<b>5360 - Operation Supplies</b>				
	5361 - Safety Supplies	1,968.39	790.91	1,177.48	148.88%
	5362 - Vehicle fuel	2,188.46	2,612.16	-423.70	-16.22%
	5360 - Operation Supplies - Other	8,903.54	13,505.80	-4,602.26	-34.08%
	<b>Total 5360 - Operation Supplies</b>	13,060.39	16,908.87	-3,848.48	-22.76%
	<b>5370 - Marine Fuel</b>				
	5371 - Non-ethanol Gas	37,933.92	34,278.02	3,655.90	10.67%
	5372 - Diesel	8,976.86	5,700.45	3,276.41	57.48%
	<b>Total 5370 - Marine Fuel</b>	46,910.78	39,978.47	6,932.31	17.34%
	<b>5410 - Audit</b>	7,750.00	6,250.00	1,500.00	24.0%
	<b>5420 - Accounting Service</b>	1,328.00	2,621.25	-1,293.25	-49.34%
	<b>5430 - Legal Services</b>	9,504.50	7,264.75	2,239.75	30.83%
	<b>5435 - Legal Publications</b>	438.79	0.00	438.79	100.0%
	<b>5436 - Cost of Retail Items</b>	676.60	796.88	-120.28	-15.09%
	<b>5450 - Insurance - General</b>	47,135.00	50,807.58	-3,672.58	-7.23%
	<b>5455 - Insurance Claims Paid</b>	0.00	1,644.00	-1,644.00	-100.0%
	<b>5470 - Contracted Services</b>	21,897.76	20,797.59	1,100.17	5.29%
	<b>5510 - Travel &amp; Meeting Expense</b>				
	5511 - F/V Otter Research Trip	0.00	1,853.10	-1,853.10	-100.0%
	5510 - Travel & Meeting Expense - Other	9,131.52	14,316.51	-5,184.99	-36.22%
	<b>Total 5510 - Travel &amp; Meeting Expense</b>	9,131.52	16,169.61	-7,038.09	-43.53%
	<b>5520 - Dues/Subscriptions</b>	12,827.82	7,924.09	4,903.73	61.88%
	<b>5530 - Public Relations</b>	2,896.95	3,097.49	-200.54	-6.47%
	<b>5540 - Events</b>				
	5543 - Septoberfest	0.00	6,846.34	-6,846.34	-100.0%
	5540 - Events - Other	0.00	140.21	-140.21	-100.0%
	<b>Total 5540 - Events</b>	0.00	6,986.55	-6,986.55	-100.0%
	<b>5550 - Telephone Expense</b>	7,791.32	7,469.67	321.65	4.31%
	<b>5610 - Property Taxes</b>	13,084.87	24,524.94	-11,440.07	-46.65%
	<b>5620 - Transient Room Tax</b>	22,799.54	17,264.12	5,535.42	32.06%
	<b>5700 - Facilities</b>	36,493.40	42,397.66	-5,904.26	-13.93%
	5701 - MAP Repairs	7,818.12	10,078.11	-2,259.99	-22.43%
	<b>5730 - Tool &amp; Equipment Purchase</b>	2,515.91	3,371.21	-855.30	-25.37%
	<b>5750 - Equipment Rental</b>	7,426.57	5,396.91	2,029.66	37.61%
	<b>5790 - Equipment Repairs</b>	11,611.51	3,565.64	8,045.87	225.65%
	<b>5800 - Utilities</b>				

**Port of Siuslaw**  
**Profit & Loss Prev Year Comparison**

July 2014 through May 2015						
			Jul '14 - May 15	Jul '13 - May 14	\$ Change	% Change
		5810 · Electric	37,111.52	35,916.33	1,195.19	3.33%
		5820 · Water/Sewer	27,235.53	23,849.49	3,386.04	14.2%
		5830 · Trash Service	23,344.16	19,950.12	3,394.04	17.01%
		5840 · TV Cable	20,642.64	15,720.27	4,922.37	31.31%
		5850 · Propane	490.45	627.84	-137.39	-21.88%
		5860 · Internet	935.00	837.08	97.92	11.7%
		5870 · Sani-Star dump fee	1,650.00	0.00	1,650.00	100.0%
		<b>Total 5800 · Utilities</b>	<b>111,409.30</b>	<b>96,901.13</b>	<b>14,508.17</b>	<b>14.97%</b>
		<b>5900 · State Lease Fees</b>	<b>15,007.56</b>	<b>12,960.14</b>	<b>2,047.42</b>	<b>15.8%</b>
		<b>5950 · Miscellaneous</b>				
		5954 · Bank CC Charges	12,072.22	10,770.75	1,301.47	12.08%
		5955 · Employee Clothing	412.47	1,029.72	-617.25	-59.94%
		5950 · Miscellaneous - Other	150.00	5,694.46	-5,544.46	-97.37%
		<b>Total 5950 · Miscellaneous</b>	<b>12,634.69</b>	<b>17,494.93</b>	<b>-4,860.24</b>	<b>-27.78%</b>
		<b>5960 · NSF Check</b>	<b>80.00</b>	<b>112.00</b>	<b>-32.00</b>	<b>-28.57%</b>
		<b>Total 5300 · Material and Services</b>	<b>447,356.91</b>	<b>443,791.79</b>	<b>3,565.12</b>	<b>0.8%</b>
		<b>6000 · Capital Outlay</b>				
		<b>6050 · Office Equipment</b>	<b>3,422.65</b>	<b>0.00</b>	<b>3,422.65</b>	<b>100.0%</b>
		<b>6060 · Operations Equipment</b>				
		6063 · Vehicle Replacement	0.00	10,000.00	-10,000.00	-100.0%
		6064 · Security Cameras	0.00	2,265.78	-2,265.78	-100.0%
		6065 · Picnic Tables	0.00	3,284.50	-3,284.50	-100.0%
		6067 · Broadband Wi-Fi	5,568.77	0.00	5,568.77	100.0%
		<b>Total 6060 · Operations Equipment</b>	<b>5,568.77</b>	<b>15,550.28</b>	<b>-9,981.51</b>	<b>-64.19%</b>
		<b>6130 · Land</b>				
		6140 · Harbor Parking Lot Lights	8,343.04	0.00	8,343.04	100.0%
		<b>Total 6130 · Land</b>	<b>8,343.04</b>	<b>0.00</b>	<b>8,343.04</b>	<b>100.0%</b>
		<b>6150 · Facilities</b>				
		6151 · Mo's Building	0.00	25,860.89	-25,860.89	-100.0%
		6153 · 080A Harbor	0.00	0.00	0.00	0.0%
		<b>Total 6150 · Facilities</b>	<b>0.00</b>	<b>25,860.89</b>	<b>-25,860.89</b>	<b>-100.0%</b>
		<b>6170 · Marine Facilities</b>				
		6171 · Wharf Improvement Project	0.00	112,131.68	-112,131.68	-100.0%
		6176 · Boardwalk	0.00	2,950.65	-2,950.65	-100.0%
		6177 · Bulkhead	0.00	11,041.99	-11,041.99	-100.0%
		6178 · Floating Restroom	0.00	0.00	0.00	0.0%
		6179 · East Moorage Basin	7,145.60	0.00	7,145.60	100.0%
		<b>Total 6170 · Marine Facilities</b>	<b>7,145.60</b>	<b>126,124.32</b>	<b>-118,978.72</b>	<b>-94.33%</b>

**Port of Siuslaw**  
**Profit & Loss Prev Year Comparison**

		July 2014 through May 2015			
		Jul '14 - May 15	Jul '13 - May 14	\$ Change	% Change
<b>Total 6000 - Capital Outlay</b>		24,480.06	167,535.49	-143,055.43	-85.39%
<b>7000 - Debt Service</b>					
	7215 - MNIF (Dredging) #524016	5,876.15	5,876.15	0.00	0.0%
	7216 - PRLF (MSLTD) #525186	46,399.72	46,399.72	0.00	0.0%
	7220 - PRLF (Nopal Devel) #520130	29,457.44	29,457.44	0.00	0.0%
	7225 - Banner Bank (PVIP) 1000214241	16,499.12	24,965.93	-8,466.81	-33.91%
	7230 - PRLF Loan (Wharf) #525196	29,699.76	31,574.01	-1,874.25	-5.94%
	7270 - SPWF (Bdwk Prj) L0004	15,961.07	15,961.07	0.00	0.0%
<b>Total 7000 - Debt Service</b>		143,893.26	154,234.32	-10,341.06	-6.71%
<b>Total Expense</b>		984,724.75	1,115,749.14	-131,024.39	-11.74%
		<b>102,269.73</b>	<b>65,028.90</b>	<b>37,240.83</b>	<b>57.27%</b>



	Campground 2011/2012			Campground 2012/2013			Campground 2013/2014			Campground 2014/2015		
	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights
JULY	54%	54%	1771	58%	58%	1835	61%	61%	1989	72%	72%	2318
AUG	65%	60%	2108	74%	66%	2326	84%	73%	2728	90%	81%	2890
SEPT	79%	66%	2502	86%	73%	2605	83%	76%	2619	90%	84%	2795
OCT	26%	56%	851	33%	63%	1083	38%	67%	1242	45%	74%	1462
NOV	8%	46%	245	12%	53%	388	18%	57%	567	24%	64%	753
DEC	7%	40%	221	9%	45%	288	17%	50%	550	23%	57%	748
JAN	9%	35%	300	12%	41%	394	26%	47%	860	29%	53%	920
FEB	12%	32%	354	12%	37%	361	25%	44%	734	34%	51%	939
MAR	11%	30%	365	16%	35%	492	27%	42%	875	39%	47%	1211
APR	12%	28%	389	21%	33%	643	29%	41%	910	38%	40%	1134
MAY	24%	28%	787	26%	33%	835	34%	40%	1100	37%	34%	1130
JUN	31%	28%	992	34%	33%	1070	39%	40%	1210			
TL YTD	28%	28%	10885	33%	33%	12320	40%	40%	15384	47%	47%	16300
REV YTD	\$269,756			\$301,812			\$350,021			\$248,211		

	Hiker/Biker 2013/14		2014/15	
	#	\$	#	\$
JULY	not open yet		40	\$ 550
AUG	73	\$722	48	\$ 660
SEPT	65	\$600	29	\$ 324
OCT	20	\$176	6	\$ 60
NOV	17	\$168	3	\$ 32
DEC	0	\$0	1	\$ 16
JAN	14	\$130	0	\$ -
FEB	0	\$0	1	\$ 8
MAR	3	\$24	8	\$ 80
APR	16	\$200	9	\$ 72
MAY	35	\$380	21	\$ 316
JUN	23	\$248		
Total	266	\$2,648	166	\$2,118

	Moorage 2013/14			Moorage 2014/15		
	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights
JULY	27%	27%	1007	39%	39%	1378
AUG	47%	37%	1741	61%	50%	2165
SEPT	74%	49%	2679	82%	61%	2842
OCT	47%	49%	1729	67%	62%	2268
NOV	23%	44%	834	33%	56%	1121
DEC	23%	40%	837	30%	52%	2804
JAN	21%	37%	795	29%	49%	1104
FEB	21%	35%	713	29%	47%	961
MAR	21%	34%	759	31%	43%	1155
APR	21%	33%	743	33%	36%	1174
MAY	25%	32%	896	34%	31%	1245
JUN	27%	31%	923			
TL YTD	31%	31%	13656	43%	43%	18217
REV YTD	\$69,337			\$49,214		

**Port of Siuslaw  
Resolution No. 06-17-15A**

**Resolution Adopting Budget, Making Appropriations and Levying Taxes**

WHEREAS, the Budget Committee approved the proposed budget on 4 May 2015 based on Campground and Moorage rate increases, and

WHEREAS, the Board of Commissioners did not adopt the Campground rate increase,

THEREFORE, BE IT RESOLVED the Port of Siuslaw Board of Commissioners adopts the budget for FY 2015-16 in the total of \$1,551,000\*, on file at the Port office, 100 Harbor St, Florence Oregon.

**MAKING APPROPRIATIONS**

RESOLVED: the amounts for the fiscal year beginning July 1, 2015, and for the purposes shown below are hereby appropriated:

**General Fund**

Personal Services	\$ 423,360.
Materials & Services	\$ 491,980.
Capital Outlay	\$ 140,000.
Debt Service	\$ 145,660.
Contingency	\$ 100,000.
Total	\$1,551,000.

**Total Appropriations, All Funds \$1,551,000.**

**Total Unappropriated and Reserve Amounts, All Funds \$0.**

**TOTAL ADOPTED BUDGET:** \$1,551,000. \* (\*amounts with asterisks must match)

**IMPOSING THE TAX**

RESOLVED: the Port of Siuslaw Board of Commissioners imposes taxes provided for in the adopted budget, at the rate per \$1,000 of assessed value of \$0.1474 for operations, and that these taxes are imposed and categorized for tax year 2015–16 upon the assessed value of all taxable property within the district as follows:

**CATEGORIZING THE TAX, General Government Limitation Excluded from Limitation**  
General Fund ..... \$ 0.1474 / \$1,000

Approved and adopted on this 17th day of June 2015.

\_\_\_\_\_  
President

\_\_\_\_\_  
Attest

**LB-20**

**General Fund**

**PORT OF SIUSLAW**

	Historical Data		Adopted Budget This Year 2014-15	INCOME	Budget for Next Year 2015-2016			
	Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2012-13	First Preceding Year 2013-14						
		Supplemental 11-19-14						
1				1 Available cash on hand* (cash basis) or				1
2	\$ 283,735	\$ 216,188	\$ 275,000	2 Net working capital (accrual basis)	\$ 350,000	\$ 350,000	\$ 350,000	2
3	\$ 304,330	\$ 354,480	\$ 340,000	3 Campground Revenue (\$15K cut, no rate increase)	\$ 400,000	\$ 400,000	\$ 385,000	3
4	\$ 169,035	\$ 182,180	\$ 178,152	4 Leases	\$ 190,000	\$ 190,000	\$ 190,000	4
5	\$ 58,773	\$ 68,746	\$ 60,000	5 Moorage	\$ 70,000	\$ 70,000	\$ 70,000	5
6	\$ 22,428	\$ 21,972	\$ 20,000	6 Storage	\$ 22,000	\$ 22,000	\$ 22,000	6
7	\$ 59,897	\$ 51,489	\$ 50,000	7 Marine Fuel	\$ 55,000	\$ 55,000	\$ 55,000	7
8	\$ 8,952	\$ 10,376	\$ 10,000	8 Parking Income	\$ 10,000	\$ 10,000	\$ 10,000	8
9	\$ 1,314	\$ 1,984	\$ 2,000	9 Dump Station Fees	\$ 4,000	\$ 4,000	\$ 4,000	9
10	\$ 5,935	\$ 9,986	\$ 6,500	10 Vending Sales	\$ 6,000	\$ 6,000	\$ 6,000	10
11	\$ 560	\$ 500	\$ 700	11 Forklift, Hoist, Labor				11
12		\$ 100	\$ 100	12 Seafood Seller Permits				12
13	\$ 1,896	\$ 6,534		13 Events				13
14	\$ 833	\$ 1,078	\$ 1,000	14 Retail Sales	\$ 1,000	\$ 1,000	\$ 1,000	14
15	\$ 7,243	\$ 6,707	\$ 7,000	15 Prior Years Levied Taxes	\$ 6,300	\$ 6,300	\$ 6,300	15
16	\$ 830	\$ 828	\$ 600	16 Interest Income	\$ 800	\$ 800	\$ 800	16
17	\$ 15,900	\$ 15,900	\$ 15,900	17 Maintenance Assistance Program	\$ 15,900	\$ 15,900	\$ 15,900	17
18	\$ 19,461	\$ 14,690	\$ 4,000	18 Miscellaneous Income	\$ 10,000	\$ 10,000	\$ 10,000	18
19	\$ 3,399	\$ 1,894		19 Sale of Surplus Equipment				19
20	\$ 350,705	\$ 21,283		20 PRLF Loan Wharf				20
21		\$ -		21 Transfer from other Funds				21
22		\$ -	\$ 125,000	22 Sale of Surplus Property				22
23	\$ 1,258,775	\$ 191,643	\$ 173,125	23 Grant Resources	\$ 125,000	\$ 125,000	\$ 125,000	23
24	\$ 2,574,001	\$ 1,178,558	\$ 1,269,077	24 Total resources, except taxes to be levied	\$ 1,266,000	\$ 1,266,000	\$ 1,251,000	24
25			\$ 300,000	25 Taxes estimated to be received	\$ 300,000	\$ 300,000	\$ 300,000	25
26	\$ 296,024	\$ 281,494		26 Taxes collected in year levied				26
<b>27</b>	<b>\$ 2,870,025</b>	<b>\$ 1,460,052</b>	<b>\$ 1,569,077</b>	<b>27. TOTAL RESOURCES</b>	<b>\$ 1,566,000</b>	<b>\$ 1,566,000</b>	<b>\$ 1,551,000</b>	<b>27</b>

REQUIREMENTS SUMMARY								
FORM		BY FUND, ORGANIZATIONAL UNIT OR PROGRAM						
LB-30		Port of Siuslaw						
Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2015-2016			
Actual		Adopted Budget			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2012-2013	First Preceding Year 2013-2014	This Year Year 2014-2015						
				PERSONNEL SERVICES				
1	\$ 351,507	\$ 385,400	\$ 424,593	1	\$ 423,360	\$ 423,360	\$ 423,360	1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7	\$ 351,507	\$ 385,400	\$ 424,593	7 TOTAL PERSONNEL SERVICES	\$ 423,360	\$ 423,360	\$ 423,360	7
7	7	9	9	Total Full-Time Equivalent (FTE)	9	9	9	
				MATERIALS AND SERVICES				
8	\$ 448,510	\$ 487,186	\$ 531,650	8	\$ 506,980	\$ 506,980	\$ 506,980	8
9				9 \$15K cuts per Board approval			\$ (15,000)	9
10				10				10
11				11				11
12				12				12
13				13				13
14	\$ 448,510	\$ 487,186	\$ 531,650	14 TOTAL MATERIALS AND SERVICES	\$ 506,980	\$ 506,980	\$ 491,980	14
				CAPITAL OUTLAY				
15	\$ 1,682,024	\$ 187,034	\$ 361,549	15 Floating Restroom	\$ 125,000	\$ 125,000	\$ 125,000	15
16			\$ 15,000	16 Transfer to Capital Maint Fund	\$ 15,000	\$ 15,000	\$ 15,000	16
17				17				17
18				18				18
19				19				19
20				20				20
21	\$ 1,682,024	\$ 187,034	\$ 376,549	21 TOTAL CAPITAL OUTLAY	\$ 140,000	\$ 140,000	\$ 140,000	21
				TRANSFERRED TO OTHER FUNDS				
22	\$ 108,974	\$ 155,734	\$ 145,660	22 Debt Service	\$ 145,660	\$ 145,660	\$ 145,660	22
23				23 Transfers				23
24			\$ 90,625	24 Contingency	\$ 100,000	\$ 100,000	\$ 100,000	24
25	\$ 108,974	\$ 155,734	\$ 236,285	25 Total Debt Service and Transfers	\$ 245,660	\$ 245,660	\$ 245,660	25
26				26 OPERATING CONTINGENCY				26
27	\$ 279,010	\$ 286,194		27 Ending balance (prior years)				27
28				28 UNAPPROPRIATED ENDING FUND BALANCE	\$ 250,000	\$ 250,000	\$ 250,000	28
29	\$ 2,870,025	\$ 1,501,548	\$ 1,569,077	29 TOTAL REQUIREMENTS	\$ 1,566,000	\$ 1,566,000	\$ 1,551,000	29

**DETAILED REQUIREMENTS**

**FORM  
LB-31**

**GENERAL OPERATING FUND**

**PORT OF SIUSLAW**

	Historical Data			PERSONNEL SERVICES	Number of Employ-ees	Range*	Budget for Next Year 2015-2016			
	Actual		Adopted Budget This Year Year 2014-15				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2012-13	First Preceding Year 2013-14								
1	\$270,149	\$288,208	\$ 306,259	1 Salaries and Wages	9		\$ 309,595	\$ 309,595	\$ 309,595	1
2	\$30,158	\$30,473	\$ 31,092	2 Federal Payroll Taxes			\$ 31,588	\$ 31,588	\$ 31,588	2
3	\$36,256	\$44,685	\$ 60,720	3 Health Insurance			\$ 55,330	\$ 55,330	\$ 55,330	3
4	\$1,036	\$1,129	\$ 1,800	4 Life Insurance			\$ 1,890	\$ 1,890	\$ 1,890	4
5	\$3,547	\$3,843	\$ 4,722	5 Dental Insurance			\$ 4,957	\$ 4,957	\$ 4,957	5
6	\$5,004	\$5,812	\$ 7,000	6 Workers Compensation Insurance			\$ 7,000	\$ 7,000	\$ 7,000	6
7	\$1,523	\$6,137	\$ 5,000	7 Compensated Absences & Misc			\$ 5,000	\$ 5,000	\$ 5,000	7
8	\$3,396	\$3,622	\$ 5,000	8 Retirement			\$ 5,000	\$ 5,000	\$ 5,000	8
9	\$439	\$1,435	\$ 3,000	9 Overtime			\$ 3,000	\$ 3,000	\$ 3,000	9
10		\$55		10 Applicant Expenses						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				20						20
21				21						21
22	\$351,507	\$385,399	\$ 424,593	<b>22 TOTAL PERSONNEL SERVICES</b>			\$ 423,360	\$ 423,360	\$ 423,360	22
23				<b>23 UNAPPROPRIATED ENDING FUND BALAN</b>						23
<b>24</b>	<b>\$351,507</b>	<b>\$385,399</b>	<b>\$ 424,593</b>	<b>24 TOTAL REQUIREMENTS</b>			<b>\$ 423,360</b>	<b>\$ 423,360</b>	<b>\$ 423,360</b>	<b>24</b>

\* include a schedule of pay ranges

	Historical Data			MATERIALS & SERVICES	Budget for Next Year 2015-2016			
	Actual		Adopted Budget FY14-15		Proposed	Approved	Adopted	
	FY12-13	FY13-14						
1	\$ 215	\$ 627	\$ 1,500	1 Employee Training	\$ 1,230	\$ 1,230	\$ 1,230	1
2		\$ 2,095	\$ 37,500	2 Grant Expenses	\$ 10,000	\$ 10,000	\$ 10,000	2
3	\$ 18,079	\$ 14,917	\$ 12,750	3 Advertising & Web site	\$ 14,000	\$ 14,000	\$ 13,000	3
4	\$ 3,303	\$ 4,284	\$ 3,000	4 Office Supplies	\$ 4,000	\$ 4,000	\$ 4,000	4
5	\$ 21,882	\$ 18,662	\$ 21,000	5 Operation Supplies	\$ 20,000	\$ 20,000	\$ 20,000	5
6	\$ 50,695	\$ 49,194	\$ 50,000	6 Marine Fuel	\$ 50,000	\$ 50,000	\$ 50,000	6
7	\$ 6,050	\$ 6,250	\$ 6,000	7 Audit	\$ 8,000	\$ 8,000	\$ 8,000	7
8	\$ 2,370	\$ 2,734	\$ 2,000	8 Accounting Services	\$ 3,000	\$ 3,000	\$ 3,000	8
9	\$ 16,037	\$ 9,052	\$ 20,000	9 Legal Services	\$ 15,000	\$ 15,000	\$ 10,000	9
10	\$ 2,072	\$ 797	\$ 1,000	10 Cost of Retail Items	\$ 1,000	\$ 1,000	\$ 1,000	10
11	\$ 42,310	\$ 52,452	\$ 50,000	11 Insurance	\$ 55,000	\$ 55,000	\$ 55,000	11
12	\$ 10,427	\$ 23,625	\$ 13,000	12 Contracted Services	\$ 13,000	\$ 13,000	\$ 13,000	12
13	\$ 12,257	\$ 16,556	\$ 15,000	13 Travel & Meeting Expense	\$ 15,000	\$ 15,000	\$ 10,000	13
14	\$ 8,562	\$ 9,049	\$ 15,000	14 Dues/Subscriptions	\$ 16,300	\$ 16,300	\$ 16,300	14
15	\$ 3,640	\$ 3,362	\$ 3,500	15 Public Relations	\$ 3,500	\$ 3,500	\$ 3,500	15
16	\$ 2,158	\$ 6,987		16 Events	\$ -	\$ -	\$ -	16
17	\$ 9,340	\$ 8,130	\$ 9,000	17 Telephone	\$ 9,000	\$ 9,000	\$ 9,000	17
18	\$ 6,513	\$ 24,525	\$ 13,000	18 Leased Property Taxes	\$ 14,000	\$ 14,000	\$ 14,000	18
19	\$ 20,772	\$ 19,347	\$ 20,000	19 Transient Room Tax	\$ 21,000	\$ 21,000	\$ 21,000	19
20	\$ 53,965	\$ 47,686	\$ 60,500	20 Facilities	\$ 55,500	\$ 55,500	\$ 55,500	20
21	\$ 9,134	\$ 10,460	\$ 15,900	21 MAP Repairs	\$ 10,450	\$ 10,450	\$ 10,450	21
22	\$ 4,045	\$ 3,683	\$ 9,000	22 Tool & Equipment Purchase	\$ 5,000	\$ 5,000	\$ 5,000	22
23	\$ 7,440	\$ 7,436	\$ 7,000	23 Equipment Rental	\$ 8,000	\$ 8,000	\$ 8,000	23
24	\$ 8,767	\$ 4,724	\$ 8,000	24 Equipment Repairs	\$ 8,000	\$ 8,000	\$ 8,000	24
25	\$ 99,002	\$ 109,126	\$ 105,000	25 Utilities	\$ 110,000	\$ 110,000	\$ 110,000	25
26	\$ 12,947	\$ 12,960	\$ 16,000	26 State Lease and License Fees	\$ 14,000	\$ 14,000	\$ 14,000	26
27	\$ 9,617	\$ 11,963	\$ 12,000	27 Bank Fees	\$ 12,000	\$ 12,000	\$ 12,000	27
28	\$ 903	\$ 1,209	\$ 2,000	28 Employee Clothing	\$ 2,000	\$ 2,000	\$ 2,000	28
29	\$ 1,875	\$ 5,294		29 Miscellaneous - Other	\$ 6,000	\$ 6,000	\$ 5,000	29
30	\$ 4,134	\$ -	\$ 3,000	30 Election Expense	\$ 3,000	\$ 3,000	\$ -	30
31				<b>31 TOTAL MATERIAL &amp; SERVICES</b>	<b>\$ 506,980</b>	<b>\$ 506,980</b>	<b>\$ 491,980</b>	<b>31</b>
<b>32</b>	<b>\$ 448,510</b>	<b>\$ 487,186</b>	<b>\$ 531,650</b>	<b>32 TOTAL REQUIREMENTS</b>	<b>\$ 506,980</b>	<b>\$ 506,980</b>	<b>\$ 491,980</b>	<b>33</b>

	Historical Data			Capital Outlay	Budget for Next Year 2015-2016			
	Actual		Adopted Budget This Year 2014-15		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2012-13	First Preceding Year 2013-14						
1	\$ 26,379	\$ 30,242	\$ 8,000	1 Operations Equipment				1
2	\$ 15,540	\$ 25,861	\$ 120,549	2 Facilities				2
3	\$ 1,640,105	\$ 126,124	\$ 217,000	3 Marine Facilities	\$ 125,000	\$ 125,000	\$ 125,000	3
4				4 Office Equipment				4
5		\$ 4,807	\$ 16,000	5 Land and Infrastructure				5
6		\$ -	\$ 15,000	6 Capital Reserves Future Expenditures	\$ 15,000	\$ 15,000	\$ 15,000	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				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				<b>27 TOTAL CAPITAL OUTLAY</b>	\$ 140,000	\$ 140,000	\$ 140,000	27
28				<b>28 UNAPPROPRIATED ENDING FUND BAL</b>				28
<b>29</b>	<b>\$ 1,682,024</b>	<b>\$ 187,034</b>	<b>\$ 376,549</b>	<b>29 TOTAL REQUIREMENTS</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>	<b>29</b>

## DETAILED REQUIREMENTS

**FORM  
LB-31**

### GENERAL OPERATING FUND

	Historical Data			<b>DEBT SERVICES</b>	Budget for Next Year 2015-2016			
	Actual		Adopted Budget This Year 2014-15		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2012-13	First Preceding Year 2013-14						
1	\$ 5,876	\$ 5,876	\$ 5,880	1 MNIF (Dredging) #524016	\$ 5,880	\$ 5,880	\$ 5,880	1
2	\$ 46,400	\$ 46,400	\$ 46,400	2 PRLF (MSLTD) #525186	\$ 46,400	\$ 46,400	\$ 46,400	2
3	\$ 29,457	\$ 29,457	\$ 29,460	3 PRLF (Nopal Devel) #040-130	\$ 29,460	\$ 29,460	\$ 29,460	3
4	\$ 11,280	\$ 26,466	\$ 18,000	4 Siuslaw Bank (PVIP) #1000214241	\$ 18,000	\$ 18,000	\$ 18,000	4
5		\$ 31,574	\$ 29,950	5 PRLF Loan (Wharf) #525196	\$ 29,950	\$ 29,950	\$ 29,950	5
6	\$ 15,961	\$ 15,961	\$ 15,970	6 SPWF (Bdwbk Prj) #L0004	\$ 15,970	\$ 15,970	\$ 15,970	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				20				20
21				21				21
22			\$ 145,660	<b>22 TOTAL DEBT SERVICE</b>	\$ 145,660	\$ 145,660	\$ 145,660	22
23				<b>23 UNAPPROPRIATED ENDING FUND BALAN</b>				23
<b>24</b>	<b>\$ 108,974</b>	<b>\$ 155,734</b>	<b>\$ 145,660</b>	<b>24 TOTAL REQUIREMENTS</b>	<b>\$ 145,660</b>	<b>\$ 145,660</b>	<b>\$ 145,660</b>	<b>24</b>



**Port of Siuslaw  
RESOLUTION 6-17-15B  
A RESOLUTION AUTHORIZING AN OSMB GRANT  
AND APPROPRIATING FUNDS**

WHEREAS, the Port of Siuslaw has been awarded a small grant pursuant to OAR 250-014-0003 (4) (g) in dedicated state boater grant funds to replace twenty-two shoebox light fixtures and retrofit three fixtures with LED lighting in the Harbor Street parking lot, and

WHEREAS, a maximum of \$9,869 will be provided to the Port of Siuslaw, in the form of a reimbursement, and

WHEREAS, the Port of Siuslaw agrees to contribute, without reimbursement, all administration, project management, and labor to assist the electrician, and

WHEREAS, approval of this grant is conditioned upon the Port completing the work by 30 June 2015,

BE IT RESOLVED that for the fiscal year beginning 1 July 2014, a supplemental general fund budget is hereby adopted in the total sum of \$1,578,946 now on file at the Port office, and the amounts for the purposes shown below are hereby appropriated:

<u>General Fund</u>	<u>Budgeted</u>	<u>Add/Transfer</u>	<u>Total</u>
Grant Resources	\$173,125	\$9,869	\$ 182,994
Other Income			\$1,395,952
<b>Total Resources</b>			<b>\$1,578,946</b>

<u>General Fund</u>	<u>Add/Transfer</u>	<u>Total</u>
Personnel Services		\$424,593
Materials & Services		\$531,650
Capital Outlay		
Harbor St LED Lights	\$9,869	\$386,418
Debt Service		\$145,660
Contingency		\$ 90,625
<b>Total Requirements</b>		<b>\$1,578,946</b>

ADOPTED by the Port of Siuslaw Board of Commissioners this 17<sup>th</sup> day of June 2015.

\_\_\_\_\_  
President

\_\_\_\_\_  
Attest

**FORM  
LB-20**

**RESOURCES  
General Fund**

**PORT OF SIUSLAW**

**Supplemental Budget FY 2014-15**

**Resolution 6-17-15B**

	Historical Data			INCOME	Supplemental Budget FY 2014-15 Resolution 6-17-15B			
	Actual		Adopted Budget This Year 2013-14		Proposed by Staff		Adopted By Governing Body	
	Second Preceding Year 2011-12	First Preceding Year 2012-13						
1				1 Available cash on hand* (cash basis) or				1
2	\$ 234,452	\$ 283,735	\$ 250,000	2 Net working capital (accrual basis)	\$ 275,000		\$ 275,000	2
3	\$ 273,165	\$ 304,330	\$ 316,000	3 Campground Revenue	\$ 340,000		\$ 340,000	3
4	\$ 161,342	\$ 169,035	\$ 178,152	4 Leases	\$ 178,152		\$ 178,152	4
5	\$ 50,199	\$ 58,773	\$ 57,000	5 Moorage	\$ 60,000		\$ 60,000	5
6	\$ 22,190	\$ 22,428	\$ 16,000	6 Storage	\$ 20,000		\$ 20,000	6
7	\$ 60,195	\$ 59,897	\$ 58,500	7 Marine Fuel	\$ 50,000		\$ 50,000	7
8	\$ 7,009	\$ 8,952	\$ 9,100	8 Parking Income	\$ 10,000		\$ 10,000	8
9	\$ 1,130	\$ 1,314	\$ 1,300	9 Dump Station Fees	\$ 2,000		\$ 2,000	9
10	\$ 1,914	\$ 5,935	\$ 5,300	10 Vending Sales	\$ 6,500		\$ 6,500	10
11		\$ 560	\$ 700	11 Forklift, Hoist, Labor	\$ 700		\$ 700	11
12			\$ 400	12 Seafood Seller Permits	\$ 100		\$ 100	12
13		\$ 1,896		13 Events				13
14		\$ 833	\$ 1,050	14 Retail Sales	\$ 1,000		\$ 1,000	14
15	\$ 2,815	\$ 7,243	\$ 7,000	15 Prior Years Levied Taxes	\$ 7,000		\$ 7,000	15
16	\$ 9,501	\$ 830	\$ 600	16 Interest Income	\$ 600		\$ 600	16
17	\$ 12,300	\$ 15,900	\$ 15,900	17 Maintenance Assistance Program	\$ 15,900		\$ 15,900	17
18	\$ 11,578	\$ 19,461	\$ 4,000	18 Miscellaneous Income	\$ 4,000		\$ 4,000	18
19		\$ 3,399		19 Sale of Surplus Equipment				19
20		\$ 350,705	\$ 13,000	20 PRLF Loan Wharf				20
21	\$ 20,000			21 Transfer from other Funds				21
22	\$ 149,708		\$ 125,000	22 Sale of Surplus Property	\$ 125,000		\$ 125,000	22
23	\$ 193,405	\$ 1,258,775	\$ 213,690	23 Grant Resources	\$ 182,994		\$ 182,994	23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	\$ 1,210,903	\$ 2,574,001	\$ 1,272,692	29 Total resources, except taxes to be levied	\$ 1,278,946		\$ 1,278,946	29
30			\$ 306,000	30 Taxes estimated to be received	\$ 300,000		\$ 300,000	30
31	\$ 284,472	\$ 296,024		31 Taxes collected in year levied				31
<b>32</b>	<b>\$ 1,495,375</b>	<b>\$ 2,870,025</b>	<b>\$ 1,578,692</b>	<b>32. TOTAL RESOURCES</b>	<b>\$ 1,578,946</b>		<b>\$ 1,578,946</b>	<b>32</b>

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

**FORM  
LB-30**

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

	Historical Data			REQUIREMENTS DESCRIPTION	Supplemental Budget FY14-15 Resolution 6-17-15B			
	Actual		Adopted Budget This Year Year 2013-2014		Proposed By Staff		Adopted By Governing Body	
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013						
				PERSONNEL SERVICES				
1	\$ 322,874	\$ 351,507	\$ 411,294	1	\$ 424,593		\$ 424,593	1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7	\$ 322,874	\$ 351,507	\$ 411,294	7 TOTAL PERSONNEL SERVICES	\$ 424,593		\$ 424,593	7
				Total Full-Time Equivalent (FTE)	9		9	
				MATERIALS AND SERVICES				
8	\$ 395,669	\$ 448,510	\$ 472,653	8	\$ 531,650		\$ 531,650	8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14	\$ 395,669	\$ 448,510	\$ 472,653	14 TOTAL MATERIALS AND SERVICES	\$ 531,650		\$ 531,650	14
				CAPITAL OUTLAY				
15	\$ 385,454	\$ 1,682,024	\$ 442,112	15	\$ 376,549		\$ 376,549	15
16				16 Resolution 6-17-15B	\$ 9,869		\$ 9,869	16
17				17				17
18				18				18
19				19				19
20				20				20
21	\$ 385,454	\$ 1,682,024	\$ 442,112	21 TOTAL CAPITAL OUTLAY	\$ 386,418		\$ 386,418	21
				TRANSFERRED TO OTHER FUNDS				
22	\$ 109,005	\$ 108,974	\$ 152,633	22 Debt Service	\$ 145,660		\$ 145,660	22
23	\$ 20,000		\$ 100,000	23 Transfers				23
24				24 Contingency	\$ 90,625		\$ 90,625	24
25	\$ 129,005	\$ 108,974	\$ 252,633	25 Total Debt Service and Transfers	\$ 236,285		\$ 236,285	25
				26 OPERATING CONTINGENCY				
26	\$ 262,373	\$ 279,010		27 Ending balance (prior years)				26
27				28 UNAPPROPRIATED ENDING FUND BALANCE				27
28	\$ 1,495,375	\$ 2,870,025	\$ 1,578,692	29 TOTAL REQUIREMENTS	\$ 1,578,946	\$ -	\$ 1,578,946	28