#### **AGENDA**

PORT OF SIUSLAW COMMISSION MEETING Wednesday, 16 December 2015 Port Office, 100 Harbor Street, Lane County, Florence, OR 97439

CALL TO ORDER 7:00 pm

#### APPROVAL OF THE AGENDA

**PRESENTATION:** <u>Dancing With Sea Lions</u> Presented by Jennifer Conner, Florence Events Center, Marketing

#### **REMARKS FROM CITIZENS/GROUPS**

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

#### REMONSTRACE FROM THE COMMISSION

**FINANCIALS** 

Financial Statements: Ratify Bills Paid in November \$121,370.18

#### **OLD BUSINESS**

#### **NEW BUSINESS**

1. Consider Dancing With Sea Lions Project Donation

#### **REPORTS** President, Commission, Interim Manager

#### **Close Regular Session**

#### **Open Executive Session**

The Port of Siuslaw Board of Commissioners will meet in executive session per ORS 192.660(2)(e) to discuss real property transactions, and ORS 192.660 (2) (a) to discuss the employment of a port manager. The Board reserves the right to return to open session to take action if needed.

#### **SCHEDULED MEETINGS**

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

#### **MINUTES**

#### PORT OF SIUSLAW COMMISSION MEETING Wednesday, 18 November 2015, 7:00pm Port Office, 100 Harbor Street, Florence OR 97439

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

Staff Attending: Dina McClure, Richard Dreiling, Jason Wagner

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

APPROVAL OF THE AGENDA – No changes were made.

**PRESENTATION:** Adapting to a Changing Climate, presented by Charlie Plybon, Oregon Policy Manager for Surfrider, and John Stevenson, Regional Extension Climate Specialist, OSU

**FINANCIALS** (7:27:12) On the Motion, made by Commissioner Rickard and seconded by Commissioner Buckwald, the board voted unanimously to ratify bills in the amount of \$96,189.78.

#### **OLD BUSINESS (7:27:52)**

1. <u>Discuss Launch Fees & Parking Regulations:</u> Jeff Hale presented the board with a memorandum titled "Marine Board Dollars and Fish and Wildlife Boat and Launch Activities" (attached to these minutes). Hale reviewed the document and said Newport and Charleston charge launch fees but no parking fees. Hale also said that ODFW is in favor of finding a second boat launch site and is not in favor of the Floating Restroom project.

#### **NEW BUSINESS** (7:34:00)

1. <u>Berkshire Hathaway Realtor Report:</u> Del Phelps read a report titled "Port of Siuslaw 2014 Surplus Property Progress Report" (attached to these minutes). Following the report, there was discussion regarding zoning options to attract developers and potential buyers to the 40 acre Pacific View Industrial Park property which is one of two "shovel ready" parcels in the state. Commissioner Buckwald requested a monthly report from Phelps.

#### **REPORTS** (7:47:40)

#### **Commissioner Caputo**

Attended the State of the Coast meeting in Coos Bay

#### **Commissioner Duman**

 The Port should request disaster relief from the Governor's office for commercial crab fishermen.

Port of Siuslaw Commission Meeting 11-18-15

#### Commissioner Rickard

- In October, she attended an Economic Development, Florence Urban Renewal Agency, and Siuslaw Watershed Council meetings.
- In November, she attended two city council meetings, a Government Services Focus Group meeting, and Senator Roblan's visit to the port.
- On November 20, she plans to attend a Land & Sea Symposium sponsored by the Surfrider foundation, and on December 2, she plans to attend the next Siuslaw Watershed Council meeting in Mapleton.

Commissioner Buckwald: No report.

<u>Commissioner Huntington:</u> No report.

Commission President Caputo adjourned the regular meeting at 7:52pm to enter into Executive Session per ORS 192.660 (2) (a) and per ORS 192.660 (2) (e). Commissioner Caputo said the board would return to open session to take action if needed.

Commission President Caputo reopened the regular meeting 9:10pm.

Commissioner Caputo said the board was not able to agree on who to hire for the port manager position. Commissioner Rickard made a Motion to go through the process of asking for more applications, to publicize, and review current applications. Commissioner Caputo seconded the Motion. Following discussion, the board took a vote. Commissioners Rickard, Caputo, Buckwald, and Huntington voted yes. Commissioner Duman voted no.

Commission President Caputo adjourned the meeting at 9:15pm.

To: Port of Siuslaw Commissioners

From: Jeff Hale

Date: November 15, 2015

Subject: Marine Board Dollars and Fish and Wildlife Boat and Launch Activities.

The following information was obtained from: Marine Board, Jennifer Peterson, 503-378-2727 and Oregon Department of Fish and Wildlife, Newport, Oregon, Eric Schindler, 541-867-4741. Other contacts were Derick Wilson ext. 236 and John Spangler ext 224 1-265-8306 both with Oregon Fish and Wildlife in South Beach which oversees the Siuslaw River Basin.

The Port of Siuslaw receives \$15,500.00 a year from the Marine Board. This money comes from the Maintenance Assistance Program. This is to be used to help maintain the Main Launch and docks, the Transcient dock by Mo's and the Mapleton dock and restroom.

This is a list of reductions if a launch fee was imposed.

\$0.00 to \$2.00 0% reduction in Marine Board Dollars

\$2.01 to \$3.00 a 15% reduction = \$2,325 yearly or \$193.75 a month

\$3.01 to \$4.00 a 40% reduction = \$6,200 yearly or \$516 a month

\$4.01 to \$5.00 a 75% reduction = \$11,625 yearly or \$968.75 a month

These figures and information was caluacated from the Department of Fish and Wildlife on launched boats. This information was gathered starting June 19, 2015 and ending September 22, 2015. This also only covers 5 days a week and 8 to 9 hours a day. This also does not show hours before or after the fish checkers shift or days off.

Newport charges \$7.00 and Charelston charges \$5.00. Both have monthly/yearly passes at reduced rates.

Table X. Florence boat ramp and moorage daily activity, 2015 (Ocean Recreational Boat Survey, Oregon Department of Fish and Wildlife, Newport, Oregon).

Notes: 1) Late day (>16:00) additional launches not typically tracked. 2) Majority of launches typically from ramp, but a portion are from moored boats in the marina.

		Initial Trailer and	Additional	<u>Total Boat</u>
<b>Month</b>	<u>Day</u>	Slip Count	Launches	Activity for Day
June	19	1	3	4
June	20	4	3	7
June	21	4	11	15
June	22	0	6	6
June	25	27	6	33
June	26	7	5	12
June	27	7	12	19
June	28	10	16	26
June	29	9	11	20
July	2	3	13	16
July	3	11	18	29
July	4	7	24	31
ylut	5	4	14	18
July	6	2	9	11
July	7	2	9	11
July	10	10	8	18
July	11	23	14	37
July	12	23	29	52
July	13	14	8	22
July	16	0	12	12
July	17	5	14	19
July	18	6	10	16
July	19	5	9	14
July	20	4	8	12
July	21	7	5	12
July	24	16	19	35
July	25	40	4	44
July	26	20	10	30
July	27	10	7	17
July	30	2	13	15
July	31	8	21	29
August	1	13	22	35
August	2	15	21	36
August	3	2	17	19
August	6	11	12	23
August	7	11	17	28

August	8	62	25	87
August	9	44	28	72
August	10	25	22	47
August	11	25	26	51
August	14	17	35	52
August	15	49	33	82
August	16	49	25	74
August	17	29	29	58
August	20	20	17	37
August	21	29	16	45
August	22	67	25	92
August	23	49	35	84
August	24	45	16	61
August	27	39	29	68
August	28	57	27	84
August	29	16	9	25
August	30	42	39	81
August	31	50	14	64
September	1	40	26	66
September	4	52	28	80
September	5	98	32	130
September	6	115	36	151
September	7	149	29	178
September	8	56	33	89
September	11	82	36	118
September	12	100	28	128
September	13	98	35	133
September	14	55	20	75
September	17	45	26	71
September	18	80	45	125
September	19	110	35	145
September	20	70	43	113
September	21	75	32	107
September	22	80	12	92

# PORT OF SIUSLAW 2014 SURPLUS PROPERTY PROGRESS REPORT

AS OF 11/18/2015

BY

TONY WELLS & DEL PHELPS
BERKSHIRE HATHAWAY
HOME SERVICES NW.

#### REPORT NARITIVE

#### 11/18/2015

Interim Manager McClure, Port Commissioners and Chairman Caputo.

In discussion and agreement with former Port Mgr. Forsythe, your Realtors of Record have focused their efforts on the properties that we felt would bring the most money to the port in the quickest way possible.

In our mind that would be the two groups referenced below.

- 1. Our highest effort has been placed on the 40 acre business park parcel and its connector to the river.
- 2. Our second highest effort has been placed on Rhododendron Dr. Waterfront 1 of 2 and 2 of 2, west of Sewer Plant.

I have had discussion with Don Saxon regarding the Miller's acre parcels. Mr. Saxon expressed that he had no interest in the Miller's acre parcels and stated that he owns some of the adjacent land claimed by the port. No more discussion yet.

I have had discussions with both Bay St. building owners where the port has two parcels on the river side of their ownership. One of the owners, Jack Butler, is in discussions with his realtor at this time. The other Bay St. Building owner, Carol Holcomb, adjacent to your second lot on her river side did not believe there were any lots in front of her, but did say she would look into it. I have not heard back from her, but do intend to follow up.

With regard to group #2, the Rhododendron Dr. Waterfront 1 of 2 and 2 of 2 lots.

•We seem to be in a standoff of sorts with the city up until just recently. When the last comp plan was done that area was designated as Waterfront Park and there is a street right of way between the two lots and properties next to Rhododendron drive.

- Planning has been resistant to a right of way vacation to facilitate the sale of right of way to adjacent owners and the sale of lots to adjacent owners.
- •On Friday 11/13, I called city to see if any further movement on discussions with port had been made since the former Port Mgr. has left.
- ol learned that a short discussion between a few city people and port people had occurred within the last week and that those two lots were discussed and that sale to the city would be the goal. oA change of leadership has fostered a change it seems. As of this Monday, Mrs. Packard has said that she wants to meet with Tony and I and discuss what to do about the two lots on the 23rd.

With regard to #1, the Business Park parcels.

- •We have had what we thought were going to be successful sales twice.
- •We have also have had an Arizona firm propose to buy the parcel contingent on the city allowing a portion of the parcel be rezoned to residential units. They did not get a favorable response from the city.
- ●I have questioned the planning department just a week ago as to whether I could bring in a continuous care complex, because of the employment it would create. It would use about 75% of the property. That would be the portion above the 45 foot elevation line.
- •I have a questions out to the manufacturers of the equipment used in aquaponics farming who are on the east coast that sell the equipment used in aquaponics farming to see if they can connect me with any Farming operations there that would be interested in expanding or relocating to the west coast. No luck yet.
- •I am currently in beginning discussions with the representative of a local entity that is seeking to expand its economic base. This discussion is based on aquaponics farming possibilities and profitability.

Prepared by Del Phelps

#### **MINUTES**

#### PORT OF SIUSLAW SPECIAL MEETING Wednesday, 25 November 2015, 7:00pm Port Office, 100 Harbor Street, Florence OR 97439

**Commissioners Attending**: Ron Caputo, Nancy Rickard, and David Huntington

Staff Attending: Dina McClure

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

#### Purpose:

To discuss initiating a binding agreement with Don Wilbur Limited for the acquisition of the 51 acre Riverside Boat Yard property located east of the North Fork Bridge on Highway 126

#### 1. Discuss the advantages of acquiring the Wilbur property:

- Fits in well with port objectives (Strategic Business Plan)
- Provides space to add a boat ramp and parking which would take pressure off existing boat ramp
- Would allow public access to prime clamming beds
- Has deep water access for industrial activity (i.e. barges)
- Has opportunity for commercial leases that would provide income to the port
- ODFW is interested in property and may have funding for blacktop and boat ramp

#### 2. Discuss the concerns of acquiring the Wilbur property

- Potential contamination from history of industrial activity
- Taking on additional debt for five years
- Need clarification regarding acreage (how much is tidal flats and estuary)
- If ODFW buys some of the property, they won't allow commercial activity

#### 3. Proposal of an Earnest Money Agreement would allow:

- Port access to the property to perform on-site inspections.
- Port access to copies of all leases and other documents related to rentals/leases covering the property.
- An opportunity for the Port to investigate whether the property is suitable for the Port's plans (e.g., a boat ramp).
- An opportunity to explore the financial side of the purchase.
- Would give the Port between 2-3 months to perform these tasks before a purchase and sale agreement is executed.
- If the Port decides to not go through with the negotiation of a purchase and sale agreement within the time period of the earnest money agreement, then the Port

can cancel the deal. In cancelling the deal, the Port would forfeit the earnest money payment to the sellers.

4. <u>Vote to Approve the Proposal of an Earnest Money Agreement:</u> On the Motion, made by Commissioner Rickard, and seconded by Commissioner Huntington, three commissioners in attendance voted in favor of entering into an Earnest Money Agreement with Don Wilbur, LTD, in the amount of \$3,000 and 60 days to perform inspections. A phone call was made to Commissioner Duman who agreed on the Agreement and conditions.

Commission President Caputo adjourned the meeting at 3:15pm.

### Port of Siuslaw Balance Sheet

As of November 30, 2015

	Nov 30, 15
ASSETS Current Assets	
Checking/Savings 1001 · SB Checking - General Fund 1003 · SB SAV - Capital Reserve 1005 · SB MMA - General Fund 1050 · SB MMA - ICM 1070 · Petty Cash	21,121.77 85,052.30 476,436.93 5,043.45 800.00
Total Checking/Savings	588,454.45
Other Current Assets 1220 · Accounts Receivable 1499 · Undeposited Funds	13,254.33 721.50
Total Other Current Assets	13,975.83
Total Current Assets	602,430.28
TOTAL ASSETS	602,430.28
LIABILITIES & EQUITY Liabilities Current Liabilities Accounts Payable 2000 · *Accounts Payable	12,989.10
Total Accounts Payable	12,989.10
Credit Cards 2021 · Port Credit Card 1	933.19
Total Credit Cards	933.19
Other Current Liabilities 2030 · Deposits Held 2040 · Gift Certificates 2045 · Unearned CG Revenue (Hercules) 2100 · Payroll Liabilities 2150 · Payroll related Liabilites	8,590.00 -277.00 98,442.08 -1,364.46 18.86
<b>Total Other Current Liabilities</b>	105,409.48
Total Current Liabilities	119,331.77
Total Liabilities	119,331.77
Equity 3000 · Opening Bal Equity 3900 · *Retained Earnings Net Income	104,709.66 120,502.99 257,885.86
Total Equity	483,098.51
TOTAL LIABILITIES & EQUITY	602,430.28

			No.	ovember 201	5	T 1	
				Nov 15	Jul - Nov 15	VARIANCE	Annual Budget
In	come						
			vailable Beginning Cash	0.00	0.00	0.00	350,000.00
			ampground Revenue				
			1 · RV Sites- Taxable	11,634.44	168,228.78	68,771.22	237,000.00
			2 · RV Sites -Non Taxable	6,165.12	67,143.84	37,856.16	105,000.00
		4143	3 - RV Site - Add'l revenue	174.00	3,527.28	472.72	4,000.00
		414	4 - Transient Room Tax	1,129.62	16,319.62	6,680.38	23,000.00
		414	5 · Reservation Fees	560.00	14,780.72	1,219.28	16,000.00
	Tota	l 414	40 · Campground Revenue	19,663.18	270,000.24	114,999.76	385,000.00
	4150	) - Le	eases				
			1 · Building Lease - 1499 Bay St	1,150.00	5,750.00	8,050.00	13,800.00
			2 · Building Lease - 080A Harbor St	1,200.00	6.000.00	8,400.00	14,400.00
			3 · Wharf lease - ICM	4,129.90	20,649.50	28,909.50	49,559.00
			4 · Wharf lease - Mo's	8,418.20	42,091.00	58,927.00	101,018.00
	_		5 · Concessions	50.00	9,000.00	2,223.00	11,223.00
	_		50 · Leases	14,948.10	83,490.50	106,509.50	190,000.00
	4400			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			
			oorage	4 224 45	0.005.05	5 204 05	11.010.00
			2 · Commercial Moorage	1,331.15	8,835.95	5,204.05	14,040.00
			3 · Sport Moorage 5 · Liveaboard Fees	2,213.08	52,565.14	2,434.86	55,000.00
					560.02	399.98	960.00
	Tota	11 410	60 · Moorage	3,704.23	61,961.11	8,038.89	70,000.00
	4170	) · St	torage				
			1 - Outside storage	160.72	1,247.04	552.96	1,800.00
		4172	2 · Indoor Storage	2,267.55	12,036.96	8,163.04	20,200.00
	Tota	I 417	70 · Storage	2,428.27	13,284.00	8,716.00	22,000.00
	4190	) - M	arine Fuel				
		419 <sup>-</sup>	1 · Diesel	0.00	2,709.68	7,290.32	10,000.00
		4192	2 · Gas, Non-ethanol	282.85	44,499.23	500.77	45,000.00
	Tota	I 419	90 · Marine Fuel	282.85	47,208.91	7,791.09	55,000.00
	4200	) · O	ther Facility Income				
			O · Parking Income				
			4211 · Nopal Lot Long Term	0.00	0.00	300.00	300.00
			4210 · Parking Income - Other	193.00	12,126.89	-2,426.89	9,700.00
		Tota	al 4210 · Parking Income	193.00	12,126.89	-2,126.89	10,000.00
			<u> </u>				
			0 - Dump Station Fees	20.00	3,511.01	488.99	4,000.00
		4230	O - Gazebo Rental	0.00	175.00	-175.00	0.00
		4240	0 · Vending Sales				
			4242 · Boat Flush	22.00	951.70	-301.70	650.00

	N	ovember 201	5		
		Nov 15	Jul - Nov 15	VADIANCE	Annual Budge
				VARIANCE	Annual Budge
	4243 · Laundry	389.00	3,712.70	1,287.30	5,000.0
	4244 · Soap/Bleach	9.00	134.00	166.00	300.0
	4245 · Tidebooks	0.00	70.00	-20.00	50.0
	Total 4240 · Vending Sales	420.00	4,868.40	1,131.60	6,000.0
	4250 · Forklift & Hoist	0.00	20.00	0.00	0.0
	4251 · Port Labor	470.00	690.00	0.00	0.0
	4252 · Seafood Seller Permits	0.00	200.00	0.00	0.
	4253 · Charter/Guide Permit	0.00	450.00		
	4270 · Retail Sales				
	4271 · Mugs	0.00	20.00	40.00	60.
	4272 · Clothing Sales	20.00	529.00	411.00	940.
	4273 · 2 Cycle Oil	0.00	75.00	-75.00	0.
	4274 · Pins	6.00	58.00	-58.00	0.
	Total 4270 · Retail Sales	26.00	682.00	318.00	1,000.
	Total 4270 · Retail Gales	20.00	002.00	310.00	1,000.
	4300 · Cash Over/Short	31.00	23.66	-23.66	0.
	Total 4200 · Other Facility Income	1,160.00	22,746.96	-1,746.96	21,000.
	4500 · Levied Taxes				
	4510 · Current Levied Taxes	179,329.33	180,926.23	119,073.77	300,000.
			,	,	,
	4515 · State Forest Sales	327.70	4,624.27	-324.27	4,300.
	4520 · Prior Years Levied Taxes 4525 · Levied Tax Interest	807.87	2,137.69	-137.69 -404.32	2,000.
		27.89			0.
	Total 4500 · Levied Taxes	180,492.79	188,092.51	118,207.49	306,300.
	4540 · Interest Income	21.82	92.17	707.83	800.
	4550 · Maintenance Assistance Program	2,400.00	15,500.00	400.00	15,900.
	4600 · Miscellaneous Income	_,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	10,000	100.00	10,000
	4605 · NSF check service charge	0.00	60.00	-60.00	0.
	4610 · Reimbursement Income	50.00	5,144.36	-5,144.36	0.
	4615 · Late Fees	18.88	844.04	-844.04	0.
	4625 · Other Income	0.00	6,068.99	-6,068.99	0.
	4600 · Miscellaneous Income - Other	160.00	160.00	9,840.00	10,000.
	Total 4600 · Miscellaneous Income	228.88	12,277.39	-2,277.39	10,000.
	4650 · Sale of Surplus Equipment	0.00	375.00	0.00	0.
++	4840 · Grants	0.00	373.00	0.00	0.
	4841 · OR State Marine Board Grant	0.00	32,229.68	102,639.32	134,869.
+	Total 4840 · Grants	0.00	32,229.68	102,639.32	134,869.
	Total 4040 · Gidlits	0.00	32,229.00	102,039.32	134,009.
Т	otal Income	225,330.12	747,258.47	813,610.53	1,560,869.
Grace	s Profit	225,330.12	747,258.47	813,610.53	1,560,869.

		No	vember 201	5	<u> </u>	
			Nov 15	Jul - Nov 15	VARIANCE	Annual Budge
			100 13	Jul - 140V 13	VARIANCE	Aimuai Buugei
Fx	pense					
	·	Personal Services				
		20 · Port Manager	15,359.71	38,444.67	26,555.33	65,000.0
		21 · Interim Port Manager	280.00	280.00	-280.00	0.0
		80 · Administrative Assistant	2,995.20	15,588.36	23,349.64	38,938.0
	503	36 · Project Coordinator	2,271.36	10,753.60	14,253.40	25,007.0
		15 · Services Lead	2,352.77	3,592.35	,	
		50 · Office Assistant	0.00	7,709.78	16,929.22	24,639.0
	506	61 - Campground Staff	1,676.25	9,282.19	13,539.81	22,822.0
		65 · Fuel Attendant	174.25	2,337.00	1,663.00	4,000.0
		75 · Maintenance I Lead	3,544.00	17,651.96	24,879.04	42,531.0
		76 · Maintenance II	2,561.28	12,844.56	17,764.44	30,609.0
		77 · Maintenance III	2,274.72	11,704.25	16,460.75	28,165.0
	507	78 · Groundskeeper	791.20	6,250.38	21,633.62	27,884.0
		0 · Payroll taxes	2,912.45	12,108.55	19,479.45	31,588.0
	518	30 · Health Insurance	3,524.43	18,275.64	37,054.36	55,330.0
	518	31 · Life Insurance	15.05	77.40	1,812.60	1,890.0
	518	32 · Dental Insurance	323.75	1,665.00	3,292.00	4,957.0
	519	00 · Workers Compensation Insurance	0.00	7,608.76	-608.76	7,000.0
		51 · Applicant Expenses	60.48	142.48	-142.48	0.0
		70 · Retirement	0.00	0.00	5,000.00	5,000.0
	527	75 · Compensated absences	0.00	410.72	4,589.28	5,000.0
		30 · Overtime	0.00	0.00	3,000.00	3,000.0
	Total 50	000 · Personal Services	41,116.90	176,727.65	246,632.35	423,360.0
		laterial and Services				
		60 · Employee Training	0.00	765.00	465.00	1,230.0
	531	0 · Grant Expenses				
		5313 · Dredging Permit	0.00	2,819.00	-2,819.00	0.0
		5310 · Grant Expenses - Other	0.00	0.00	10,000.00	10,000.0
	Tot	al 5310 · Grant Expenses	0.00	2,819.00	7,181.00	10,000.0
		10 · Advertising	199.99	5,986.19	7,013.81	13,000.0
		15 · Web Site	0.00	219.43	-219.43	0.0
		50 · Office Supplies	92.24	555.83	3,444.17	4,000.0
	536	60 · Operation Supplies				
		5361 · Safety Supplies	580.22	2,119.65	-19.65	2,100.0
		5362 · Vehicle fuel	96.41	629.43	1,470.57	2,100.0
		5360 · Operation Supplies - Other	346.59	4,921.83	10,878.17	15,800.0
	Tot	al 5360 · Operation Supplies	1,023.22	7,670.91	12,329.09	20,000.0
	537	70 · Marine Fuel ⊤		1		
		5371 · Non-ethanol Gas	0.00	32,342.76	7,657.24	40,000.0

	<u> </u>	lovember 201	<b>3</b>		
		Nov 15	Jul - Nov 15	VARIANCE	Annual Budge
	5372 · Diesel	0.00	2,068.41	7,931.59	10,000.00
	Total 5370 · Marine Fuel	0.00	34,411.17	15,588.83	50,000.00
			- ,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
	5410 - Audit	0.00	0.00	8,000.00	8,000.0
	5420 · Accounting Service	0.00	592.50	2,407.50	3,000.0
	5430 · Legal Services	3,620.00	6,848.50	3,151.50	10,000.0
	5436 · Cost of Retail Items	0.00	681.10	318.90	1,000.0
	5450 · Insurance - General	0.00	0.00	55,000.00	55,000.0
	5455 · Insurance Claims Paid	200.00	2,700.00	-2,700.00	0.0
	5470 · Contracted Services	692.24	4,243.22	8,756.78	13,000.0
	5510 · Travel & Meeting Expense	18.47	516.03	9,483.97	10,000.0
	5520 · Dues/Subscriptions	221.20	9,088.74	7,211.26	16,300.0
	5530 · Public Relations	225.00	2,179.00	1,321.00	3,500.0
	5550 · Telephone Expense	827.80	3,246.61	5,753.39	9,000.0
	5610 · Property Taxes	13,224.82	13,224.82	775.18	14,000.0
	5620 · Transient Room Tax	994.74	15,530.85	5,469.15	21,000.0
	5700 · Facilities	3,841.82	16,412.20	39,087.80	55,500.0
	5701 · MAP Repairs	407.85	6,239.80	4,210.20	10,450.0
	5730 · Tool & Equipment Purchase	340.05	1,586.25	3,413.75	5,000.0
	5750 · Equipment Rental	401.00	4,200.64	3,799.36	8,000.0
	5790 · Equipment Repairs	517.83	1,591.76	6,408.24	8,000.0
	5800 · Utilities				
	5810 · Electric	3,786.52	20,146.08	17,853.92	38,000.0
	5820 · Water/Sewer	3,474.94	20,199.93	9,800.07	30,000.0
	5830 · Trash Service	918.80	13,184.17	4,815.83	18,000.0
	5840 · TV Cable	0.00	7,847.81	16,152.19	24,000.0
	5850 · Propane	156.10	156.10	-156.10	0.0
	5870 · Sani-Star dump fee	150.00	750.00	-750.00	0.0
	Total 5800 · Utilities	8,486.36	62,284.09	47,715.91	110,000.0
	5900 ⋅ State Lease Fees	0.00	0.00	14,000.00	14,000.0
	5950 · Miscellaneous			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
	5953 · Online Transaction Fees	138.54	414.83	-414.83	0.0
	5954 · Bank CC Charges	2,214.17	9,700.87	2,299.13	12,000.0
	5955 · Employee Clothing	414.98	805.07	1,194.93	2,000.0
	5950 · Miscellaneous - Other	0.00	6,181.19	-1,181.19	5,000.0
	Total 5950 · Miscellaneous	2,767.69	17,101.96	1,898.04	19,000.0
	5960 ⋅ NSF Check	0.00	60.00	-60.00	0.0
	Total 5300 · Material and Services	38,102.32	220,755.60	271,224.40	491,980.0
		30,102.02			137,000.0
+	6000 · Capital Outlay				
	6060 · Operations Equipment  6067 · Broadband Wi-Fi	0.00	214.19	-214.19	0.0

	No.	ovember 201	5	1	
		Nov 15	Jul - Nov 15	VARIANCE	Annual Budget
	6068 · CG & Marina Software	0.00	0.00	5,500.00	5,500.00
	Total 6060 · Operations Equipment	0.00	214.19	5,285.81	5,500.00
	6170 · Marine Facilities				
	6178 - Floating Restroom	0.00	325.56	124,674.44	125,000.00
	6180 · West Basin Repairs	0.00	7,150.00	-7,150.00	0.00
	6181 · Security Cameras/Gates	0.00	0.00	4,369.00	4,369.00
	Total 6170 · Marine Facilities	0.00	7,475.56	121,893.44	129,369.00
	6610 · Capital Resverve Future Exp's	0.00	0.00	15,000.00	15,000.00
	Total 6000 · Capital Outlay	0.00	7,689.75	142,179.25	149,869.00
	6700 · Contingency 7000 · Debt Service	0.00	0.00	100,000.00	100,000.00
	7215 · MNIF (Dredging) #524016	5,876.15	5,876.15	3.85	5,880.00
	7216 · PRLF (MSLTD) #525186	0.00	23,199.86	23,200.14	46,400.00
	7220 · PRLF (Nopal Devel) #520130	0.00	14,728.72	14,731.28	29,460.00
	7225 · Banner Bank (PVIP) 1000214241	1,499.92	7,499.60	10,500.40	18,000.00
	7230 · PRLF Loan (Wharf) #525196	7,424.94	14,849.88	15,100.12	29,950.00
	7270 · SPWF (Bdwk Prj) L0004	15,961.07	15,961.07	8.93	15,970.00
	Total 7000 · Debt Service	30,762.08	82,115.28	63,544.72	145,660.00
	Total Expense	109,981.30	487,288.28	823,580.72	1,310,869.00
Net Inco	ome	115,348.82	259,970.19		250,000.00

### Profit & Loss Prev Year Comparison

		July th	rough Novembe	er 2015		
			Jul - Nov 15	Jul - Nov 14	\$ Change	% Change
	Income		our not re	our Hov II	<del>V Gridings</del>	70 Gridings
		│ 0 · Campground Revenue				
	-   ···	4141 · RV Sites- Taxable	168,228.78	158,841.42	9,387.36	5.91%
		4142 · RV Sites -Non Taxable	67,143.84	65,663.02	1,480.82	2.26%
		4143 · RV Site - Add'l revenue	3,527.28	3,326.26	201.02	6.04%
		4144 · Transient Room Tax	16,319.62	15,410.03	909.59	5.9%
		4145 · Reservation Fees	14,780.72	12,295.87	2,484.85	20.21%
		4146 · Hercules Payments, CG office	0.00	97.50	-97.50	-100.0%
		4147 · Hercules Payments, Online	0.00	0.00	0.00	0.0%
	Tot	al 4140 · Campground Revenue	270,000.24	255,634.10	14,366.14	5.62%
	445	0.1				
	415	0 · Leases 4151 · Building Lease - 1499 Bay St	5,750.00	5,750.00	0.00	0.0%
		4152 · Building Lease - 080A Harbor St	6,000.00	6,000.00	0.00	0.0%
		4153 · Wharf lease - ICM	20,649.50	20,649.50	0.00	0.0%
		4154 · Wharf lease - Mo's	42,091.00	38,890.30	3,200.70	8.23%
		4155 · Concessions	9,000.00	8,950.00	50.00	0.56%
		4156 · Docking Lease	0.00	604.20	-604.20	-100.0%
	Tot	al 4150 · Leases	83,490.50	80,844.00	2,646.50	3.27%
	416	0 · Moorage				
		4162 · Commercial Moorage	8,835.95	6,157.89	2,678.06	43.49%
		4163 · Sport Moorage	52,565.14	41,716.39	10,848.75	26.01%
		4165 · Liveaboard Fees	560.02	665.72	-105.70	-15.88%
		al 4160 · Moorage	61,961.11	48,540.00	13,421.11	27.65%
	417	0 · Storage	4 047 04	4.040.40	200.04	40.040/
		4171 · Outside storage 4172 · Indoor Storage	1,247.04 12,036.96	1,046.10 9,613.44	2,423.52	19.21% 25.21%
	Tot	al 4170 · Storage	13,284.00	10,659.54	2,423.32	24.62%
		0 · Marine Fuel	13,204.00	10,039.34	2,024.40	24.0270
		4191 · Diesel	2,709.68	5,620.83	-2,911.15	-51.79%
		4192 · Gas, Non-ethanol	44,499.23	47,713.78	-3,214.55	-6.74%
	Tot	al 4190 · Marine Fuel	47,208.91	53,334.61	-6,125.70	-11.49%
	420	0 · Other Facility Income			,	
		4210 · Parking Income	12,126.89	10,709.35	1,417.54	13.24%
		4220 · Dump Station Fees	3,511.01	2,599.83	911.18	35.05%
		4230 · Gazebo Rental	175.00	50.00	125.00	250.0%
		4240 · Vending Sales				
		4241 · Car Wash	0.00	883.53	-883.53	-100.0%
$\perp$		4242 · Boat Flush	951.70	666.25	285.45	42.84%
		4243 · Laundry	3,712.70	3,830.00	-117.30	-3.06%

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

	July through November 2015							
			Jul - Nov 15	Jul - Nov 14	\$ Change	% Change		
		4244 · Soap/Bleach	134.00	177.00	-43.00	-24.29%		
		4245 · Tidebooks	70.00	8.00	62.00	775.0%		
	Т,	otal 4240 · Vending Sales	4,868.40	5,564.78	-696.38	-12.51%		
			.,000.10	0,00 0	000.00	12.0170		
	4:	250 · Forklift & Hoist	20.00	555.00	-535.00	-96.4%		
	4:	251 - Port Labor	690.00	0.00	690.00	100.0%		
	4:	252 · Seafood Seller Permits	200.00	75.00	125.00	166.67%		
	4:	253 · Charter/Guide Permit	450.00	0.00	450.00	100.0%		
	4:	270 · Retail Sales						
		4271 - Mugs	20.00	30.00	-10.00	-33.33%		
		4272 · Clothing Sales	529.00	645.00	-116.00	-17.98%		
		4273 · 2 Cycle Oil	75.00	75.00	0.00	0.0%		
		4274 · Pins	58.00	48.00	10.00	20.83%		
		4275 · LED Pocket lights	0.00	30.00	-30.00	-100.0%		
	T	otal 4270 · Retail Sales	682.00	828.00	-146.00	-17.63%		
	4:	300 · Cash Over/Short	23.66	-14.05	37.71	268.4%		
	Total 4	4200 · Other Facility Income	22,746.96	20,367.91	2,379.05	11.68%		
	4500 -	Levied Taxes						
	4:	510 · Current Levied Taxes	170,956.62	168,125.14	2,831.48	1.68%		
		515 · State Forest Sales	4,624.27	57,239.21	-52,614.94	-91.92%		
		520 · Prior Years Levied Taxes	2,104.21	2,150.14	-45.93	-2.14%		
		525 · Levied Tax Interest	404.32	545.23	-140.91	-25.84%		
	Total	4500 · Levied Taxes	178,089.42	228,059.72	-49,970.30	-21.91%		
		Interest Income	72.14	273.82	-201.68	-73.65%		
		Maintenance Assistance Program	15,500.00	15,900.00	-400.00	-2.52%		
	<del>                                      </del>	Miscellaneous Income  605 · NSF check service charge	60.00	0.00	60.00	100.0%		
		610 · Reimbursement Income	5,144.36	5,518.09	-373.73	-6.77%		
		615 · Late Fees	844.04	272.59	571.45	209.64%		
		625 · Other Income	6,068.99	140.41	5,928.58	4,222.34%		
		600 · Miscellaneous Income - Other	160.00	0.00	160.00	100.0%		
		4600 · Miscellaneous Income	12,277.39	5,931.09	6,346.30	107.0%		
	Total	4000 · Initacenaneous income	12,277.00	3,331.03	0,040.00	107.070		
	4650 -	Sale of Surplus Equipment	375.00	500.00	-125.00	-25.0%		
		Grants	3.3.33	300.00	.20.00	20.070		
		841 · OR State Marine Board Grant	32,229.68	0.00	32,229.68	100.0%		
		4840 · Grants	32,229.68	0.00	32,229.68	100.0%		
	1 1 1 1 1		, 110		,			
	Total Inco	me	737,235.35	720,044.79	17,190.56	2.39%		
-								
Gr	oss Profit		737,235.35	720,044.79	17,190.56	2.39%		

### Profit & Loss Prev Year Comparison

		July throu	gh Novembe	er 2015		
			Jul. Nov 45	Jul - Nov 14	¢ Change	º/ Change
			Jul - Nov 15	Jul - Nov 14	\$ Change	% Change
F						
Expe		Dana amal Camida a				
		Personal Services	20.444.67	27.045.27	40,000,00	20.220/
		20 · Port Manager	38,444.67	27,615.37	10,829.30	39.22%
		21 · Interim Port Manager	280.00	0.00	280.00	100.0%
		30 · Administrative Assistant	15,588.36	15,581.23	7.13	0.05%
		36 · Project Coordinator	10,753.60	9,786.72	966.88	9.88%
		45 · Services Lead	3,592.35	0.00	3,592.35	100.0%
		50 · Office Assistant	7,709.78	9,589.90	-1,880.12	-19.61%
		60 · Campground Lead	0.00	8,304.33	-8,304.33	-100.0%
		61 - Campground Staff	9,282.19	2,278.81	7,003.38	307.33%
		65 · Fuel Attendant	2,337.00	3,010.94	-673.94	-22.38%
		75 · Maintenance I Lead	17,651.96	16,762.32	889.64	5.31%
		76 · Maintenance II	12,844.56	12,126.40	718.16	5.92%
		77 · Maintenance III	11,704.25	11,159.28	544.97	4.88%
		78 · Groundskeeper	6,250.38	10,955.56	-4,705.18	-42.95%
		10 · Payroll taxes	12,108.55	12,793.68	-685.13	-5.36%
	518	80 · Health Insurance	18,275.64	22,343.60	-4,067.96	-18.21%
	518	81 · Life Insurance	77.40	541.20	-463.80	-85.7%
	518	82 · Dental Insurance	1,665.00	1,859.21	-194.21	-10.45%
	519	90 · Workers Compensation Insurance	7,608.76	9,126.28	-1,517.52	-16.63%
	52	51 - Applicant Expenses	142.48	55.00	87.48	159.06%
	527	75 · Compensated absences	410.72	303.12	107.60	35.5%
	Total 50	000 · Personal Services	176,727.65	174,192.95	2,534.70	1.46%
	5300 · N	Material and Services				
	526	60 · Employee Training	765.00	155.90	609.10	390.7%
	53	10 · Grant Expenses				
		5311 · Hiker Biker Advertising	0.00	1,330.00	-1,330.00	-100.0%
		5313 · Dredging Permit	2,819.00	0.00	2,819.00	100.0%
		5315 · STEP Fish Clean Station	0.00	400.00	-400.00	-100.0%
	To	tal 5310 · Grant Expenses	2,819.00	1,730.00	1,089.00	62.95%
	534	40 · Advertising	5,986.19	8,812.21	-2,826.02	-32.07%
	534	45 · Web Site	219.43	634.43	-415.00	-65.41%
	53	50 · Office Supplies	555.83	1,870.05	-1,314.22	-70.28%
		60 · Operation Supplies				
		5361 · Safety Supplies	1,539.43	603.52	935.91	155.08%
		5362 · Vehicle fuel	629.43	1,083.26	-453.83	-41.9%
		5360 · Operation Supplies - Other	4,921.83	5,216.68	-294.85	-5.65%
	To	tal 5360 · Operation Supplies	7,090.69	6,903.46	187.23	2.71%
		,	, , , , , ,	-,		11.17
	537	70 · Marine Fuel				
		5371 · Non-ethanol Gas	32,342.76	38,483.74	-6,140.98	-15.96%
		JULI - HOH-EMIGHOL Gas	52,542.70	50,403.74	-0,140.90	-13.90%

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

July th	rough Novembe	er 2015		
	Jul - Nov 15	Jul - Nov 14	\$ Change	% Change
5372 · Diesel	2,068.41	9,094.87	-7,026.46	-77.26%
Total 5370 · Marine Fuel	34,411.17	47,578.61	-13,167.44	-27.68%
5420 - Accounting Service	592.50	619.75	-27.25	-4.4%
5430 · Legal Services	3,228.50	3,494.50	-266.00	-7.61%
5435 · Legal Publications	0.00	361.27	-361.27	-100.0%
5436 · Cost of Retail Items	681.10	373.20	307.90	82.5%
5455 · Insurance Claims Paid	2,700.00	0.00	2,700.00	100.0%
5470 · Contracted Services	4,243.22	8,565.19	-4,321.97	-50.46%
5510 · Travel & Meeting Expense	516.03	3,093.67	-2,577.64	-83.32%
5520 · Dues/Subscriptions	9,088.74	8,244.64	844.10	10.24%
5530 · Public Relations	2,179.00	1,531.95	647.05	42.24%
5550 · Telephone Expense	3,246.61	3,223.92	22.69	0.7%
5610 · Property Taxes	13,224.82	13,084.87	139.95	1.07%
5620 - Transient Room Tax	15,530.85	16,431.96	-901.11	-5.48%
5700 · Facilities	16,412.20	19,247.73	-2,835.53	-14.73%
5701 · MAP Repairs	6,100.13	3,708.53	2,391.60	64.49%
5730 · Tool & Equipment Purchase	1,586.25	202.98	1,383.27	681.48%
5750 · Equipment Rental	4,200.64	3,734.50	466.14	12.48%
5790 · Equipment Repairs	1,591.76	3,857.30	-2,265.54	-58.73%
5800 · Utilities				
5810 · Electric	16,359.56	18,072.08	-1,712.52	-9.48%
5820 · Water/Sewer	20,199.93	18,646.62	1,553.31	8.33%
5830 · Trash Service	13,184.17	14,761.09	-1,576.92	-10.68%
5840 · TV Cable	7,847.81	9,060.93	-1,213.12	-13.39%
5850 · Propane	156.10	165.99	-9.89	-5.96%
5860 · Internet	0.00	425.00	-425.00	-100.0%
5870 · Sani-Star dump fee	750.00	750.00	0.00	0.0%
Total 5800 - Utilities	58,497.57	61,881.71	-3,384.14	-5.47%
5900 - State Lease Fees	0.00	10,951.03	-10,951.03	-100.0%
5950 · Miscellaneous				
5953 · Online Transaction Fees	414.83	0.00	414.83	100.0%
5954 · Bank CC Charges	7,509.41	9,263.98	-1,754.57	-18.94%
5955 · Employee Clothing	805.07	21.98	783.09	3,562.74%
5950 · Miscellaneous - Other	6,181.19	150.00	6,031.19	4,020.79%
Total 5950 · Miscellaneous	14,910.50	9,435.96	5,474.54	58.02%
5960 · NSF Check	60.00	80.00	-20.00	-25.0%
Total 5300 · Material and Services	210,437.73	239,809.32	-29,371.59	-12.25%
6000 · Capital Outlay				
6050 · Office Equipment	0.00	3,422.65	-3,422.65	-100.0%
6060 · Operations Equipment				

### Profit & Loss Prev Year Comparison

	July three	ough Novembe	r 2015		
		Jul - Nov 15	Jul - Nov 14	\$ Change	% Change
	6067 ⋅ Broadband Wi-Fi	214.19	0.00	214.19	100.0%
	Total 6060 · Operations Equipment	214.19	0.00	214.19	100.0%
	6170 · Marine Facilities				
	6178 · Floating Restroom	325.56	1,150.00	-824.44	-71.69%
	6179 · East Moorage Basin	0.00	7,145.60	-7,145.60	-100.0%
	6180 · West Basin Repairs	7,150.00	0.00	7,150.00	100.0%
	Total 6170 · Marine Facilities	7,475.56	8,295.60	-820.04	-9.89%
	Total 6000 · Capital Outlay  7000 · Debt Service	7,689.75	11,718.25	-4,028.50	-34.38%
	7215 · MNIF (Dredging) #524016	5,876.15	5,876.15	0.00	0.0%
	7216 · PRLF (MSLTD) #525186	23,199.86	23,199.86	0.00	0.0%
	7220 · PRLF (Nopal Devel) #520130	14,728.72	14,728.72	0.00	0.0%
	7225 · Banner Bank (PVIP) 1000214241	7,499.60	7,499.60	0.00	0.0%
	7230 · PRLF Loan (Wharf) #525196	14,849.88	14,849.88	0.00	0.0%
	7270 · SPWF (Bdwk Prj) L0004	15,961.07	15,961.07	0.00	0.0%
	Total 7000 · Debt Service	82,115.28	82,115.28	0.00	0.0%
	Total Expense	476,970.41	507,835.80	-30,865.39	-6.08%
Net I	ncome	260,264.94	212,208.99	48,055.95	22.65%

	Campground 2012/2013		Campground 2013/2014		Campground 2014/2015			Campground 2015/2016				
	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights
JULY	58%	58%	1835	61%	61%	1989	72%	72%	2318	79%	79%	2448
AUG	74%	66%	2326	84%	73%	2728	90%	81%	2890	91%	85%	2812
SEPT	86%	73%	2605	83%	76%	2619	90%	84%	2795	88%	86%	2651
ОСТ	33%	63%	1083	38%	67%	1242	45%	74%	1462	49%	77%	1527
NOV	12%	53%	388	18%	57%	567	24%	64%	753	26%	67%	770
DEC	9%	45%	288	17%	50%	550	23%	57%	748			
JAN	12%	41%	394	26%	47%	860	29%	53%	920			
FEB	12%	37%	361	25%	44%	734	34%	51%	939			
MAR	16%	35%	492	27%	42%	875	39%	50%	1211			
APR	21%	33%	643	29%	41%	910	38%	48%	1134			
MAY	26%	33%	835	34%	40%	1100	37%	47%	1130			
JUN	34%	33%	1070	39%	40%	1210	45%	47%	1362	_		_
TL YTD	33%	33%	12320	40%	40%	15384	47%	47%	17662	67%		10208
REV YTD	YTD \$301,812		\$350,021		\$408,911		\$266,495					

Hike	r/Biker 201	2015/16			
	#	\$	#	\$	
JULY	40	\$550	51	\$677	
AUG	48	\$660	27	\$372	
SEPT	29	\$324	19	\$346	
ОСТ	6	\$60	26	\$326	
NOV	3	\$32	2	\$16	
DEC	1	\$16			
JAN	0	\$0			
FEB	1	\$8			
MAR	8	\$80			
APR	9	\$72			
MAY	21	\$316			
JUN	20	\$160			
Total	186	\$2,278	125	\$1,737	

	Mod	orage 2014	1/15	Moorage 2015/16			
	% Occ.	Avg %	Nights	% Occ.	Avg %	Nights	
JULY	39%	39%	1378	45%	45%	1669	
AUG	61%	50%	2165	71%	58%	2635	
SEPT	82%	61%	2842	95%	70%	3394	
ОСТ	67%	62%	2268	75%	72%	2752	
NOV	33%	56%	1121	32%	64%	1132	
DEC	30%	52%	2804				
JAN	29%	49%	1104				
FEB	29%	46%	961				
MAR	31%	45%	1155				
APR	33%	43%	1174				
MAY	34%	43%	1245				
JUN	33%	42%	1187				
TL YTD	42%	42%	19404	64%		11582	
REV YTD		\$69,337		\$71,588			