

AGENDA

PORT OF SIUSLAW BUDGET COMMITTEE MEETING

Thursday, April 21, 2021 5:00pm

Port Office, 100 Harbor Street,
Florence, Lane County, OR 97439

Join Zoom Meeting

<https://zoom.us/j/99044619132?pwd=RFFxWmpFU3BidGYraDIraWFITXZMUT09>

- | | |
|--|------------------|
| Call to Order (Budget Officer) | Huntington |
| 1. Receive Budget Document and Hear Budget Message | Huntington |
| 2. Nominate and Appoint Budget Committee President | Committee |
| 3. Approval of the 2020 Minutes | Committee |
| a. 5-7-20 Budget Meeting Minutes draft | |
| Open Public Hearing | Budget President |
| 4. Hear Public Comments | |
| 5. Review, discuss and/or revise proposed Budget | Committee |
| 6. Approve Budget as proposed or revise,
announce date, place and time for next budget
committee meeting (public notice, allow two weeks) | Committee |
| 7. Motion to approve Budget must include the
tax rate of \$0.1474 per \$1,000 of assessed value | Committee |
| Adjourn | Budget President |

**MANAGER'S
BUDGET MESSAGE
FY 2021-22**

As FY 2020-21 began, the Port's focus was continuing to upgrade the RV park including restriping and sealing our harbor lot, upgrading the outer circle sites to full hook up, landscaping the new A sites and repairs to pedestal splice boxes. Repairs were made to Mo's building and phase five (5) our fire suppression system. Progress has been made on our strategic business plan with the help of Lane Council of Governments

Under the direction of the Port of Siuslaw Commissioners, the priorities for the upcoming FY 2021-22 include:

- a. Upgrade to port work boat
- b. Upgrade lawn tractor to garden tractor
- c. Fire system phase 6
- d. Mapleton and E dock repairs
- e. Paint and upgrade 080 maintenance shop
- f. Obtain a portable pump out

For the FY2021-22, we are hoping, with the support of the Commission, that we will continue upgrading our aging infrastructure and continue to increase our revenue to allow us to complete what we have envisioned the Port of Siuslaw to become.

MINUTES
 PORT OF SIUSLAW
 Budget Committee Meeting
 Tuesday, May 7, 2020 5:30pm
 100 Harbor St, Florence, OR

These minutes will be reviewed for approval at the Regular Budget Meeting on 4-21-21

ATTENDANCE:

Budget Committee Members: Terry Duman, Mike Buckwald, Bill Meyer, Craig Brandt, Brien Mill, Keith Stanton, Katie Prosser, John Murphey, Bill Hennig, Craig Zolezzi

Staff: Budget Officer David Huntington, Recording Secretary Kelly Stewart

Budget Officer Huntington called the meeting to order at 5:30pm.

1. **The Budget was distributed, and the Budget Message was read by Budget Officer Huntington.**
2. **Nomination of Budget Committee President:** Buckwald nominated Murphy for Budget Committee President. Second by Zolezzi. Vote was unanimous.
3. **Approval of the 5-7-20 Minutes:** Murphy made a correction to the year of the previous minutes. Motion by Buckwald to approve the 2019 minutes. Second by Prosser and the vote was unanimous.
4. **Public Hearing:** There were no public comments.
5. **Review Proposed Budget** Meyer wanted to know if landscaping for where the blue storage buildings were was included in the proposed budget? Huntington said we would need to add about ten thousand for landscaping and the Committee agreed. Duman asked how the staff salaries were figured. Huntington said it was a 4% increase on their current wages. Murphy clarified that it is not the Budget Committee's job to discuss staffing levels or wages. Buckwald wanted to know why phase five of the fire system is now showing in the general fund instead of the Capital Maintenance fund like last year. Stewart explained it was easier accounting wise. Murphy stated he would like the staff to keep an eye on the taxes as they are collected. He said they may be affected because of COVID19 with businesses and people out of work. If there are any large changes to the revenue anticipated, let the Commissioners know in case changes to the budget are needed. Huntington said he would like to add restrooms to the Capital Outlay for 175K since we are adding more sites. He wasn't sure if we would get to it this year though. The Committee agreed. Stanton said we currently have loans at about one million dollars with a 5% interest on average. He wanted to know the logic of having these loans that are not needed and not paying them down. Buckwald said he would like Stanton to come to the next Board meeting to discuss it. Murphy said that would be a policy issue which is up to the Commissioners and the Budget Committee is not authorized to change that.
 Murphy asked to take a short break for Stewart to make the agreed upon changes to the budget. Stewart returned with the requested changes.
 Motion was made by Buckwald to approve the budget as stated. Second by Brandt and the vote was unanimous.

Budget Committee President Murphy adjourned the Budget Committee meeting at 6:10pm.

RESOURCES
General Fund

Port of Siuslaw

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year FY2021-22			
	Actual		Adopted Budget This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-19	Year 2019-20 Year 2018-19						
1				1 Available cash on hand* (cash basis) or				1
2	\$ 783,753	\$ 948,963	\$ 948,963	2 Net working capital (accrual basis)	\$ 1,162,312			2
3	\$ 11,964		\$ 3,500	3 Previously levied taxes estimated to be received	\$ 3,000			3
4	\$ 10,876	\$ 14,400	\$ 500	4 Interest	\$ 500			4
5				5				5
6				6 OTHER RESOURCES				6
7	\$ 552,453	\$ 523,803	\$ 440,000	7 Campground	\$ 610,000			7
8	\$ 203,973	\$ 191,103	\$ 175,225	8 Leases	\$ 175,000			8
9	\$ 95,491	\$ 92,821	\$ 74,000	9 Moorage	\$ 95,000			9
10	\$ 30,876	\$ 9,033	\$ 1,600	10 Storage	\$ 2,800			10
11	\$ 36,436	\$ 25,934	\$ 15,000	11 Marine Fuel	\$ 21,000			11
12	\$ 11,943	\$ 10,944	\$ 5,000	12 Parking	\$ 9,000			12
13	\$ 3,522	\$ 3,375	\$ 2,000	13 Dump Station	\$ 3,500			13
14	\$ 11,515	\$ 8,887	\$ 6,000	14 Vending	\$ 6,000			14
15	\$ 1,580	\$ 465	\$ -	15 Forklift, Hoist, Labor	\$ 400			15
16	\$ 700	\$ 1,100	\$ 400	16 Seafood Seller/Charters/Guides	\$ 1,000			16
17	\$ 737	\$ 517	\$ 600	17 Retail	\$ 400			17
18	\$ 19,000	\$ 19,000	\$ 19,000	18 Maintenance Assistance Program	\$ 21,350			18
19	\$ 25,363	\$ 18,158	\$ 10,000	19 Miscellaneous	\$ 18,000			19
20	\$ 51,809	\$ 36,020	\$ 20,000	20 State Forest Sales	\$ 20,000			21
21	\$ 212,638			21 Grants C Row erosion				22
22			\$ 33,750	22 Business OR fund - SBP	\$ 27,144			23
23			\$ 5,000	23 Bank Interest	\$ 500			24
24	\$ 2,064,629	\$ 1,904,523	\$ 1,760,538	24 Total resources, except taxes to be levied	\$ 2,176,906			26
25			\$ 325,900	25 Taxes estimated to be received	\$ 334,583			27
26	\$ 303,652	\$ 331,773		26 Taxes collected in year levied				28
27	\$ 2,368,281	\$ 2,236,296	\$ 2,086,438	27 TOTAL RESOURCES	\$ 2,511,489			29

**FORM
LB-30**

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

Port of Siuslaw

	Historical Data			REQUIREMENTS FOR: GF Port of Siuslaw Operations	Budget For Next Year 2021-22			
	Actual		Adopted Budget This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20						
1				1	PERSONNEL SERVICES			1
2	\$ 251,377	\$ 274,078	\$ 304,602	2	Salaries and Wages (Schedule A)	\$ 348,143		2
3	\$ 26,429	\$ 29,026	\$ 30,500	3	Federal Payroll Taxes	\$ 34,814		3
4	\$ 33,411	\$ 35,353	\$ 50,000	4	Health Insurance	\$ 60,000		4
5	\$ 152	\$ 159	\$ 200	5	Life Insurance	\$ 300		5
6	\$ 3,263	\$ 3,448	\$ 4,500	6	Dental Insurance	\$ 5,200		6
7	\$ 8,912	\$ 9,445	\$ 12,000	7	Workers Compensation Insurance	\$ 12,000		7
8	\$ 982		\$ 5,000	8	Compensated Absences and Misc	\$ 8,500		8
9	\$ 4,069	\$ 6,068	\$ 13,000	9	Retirement	\$ 13,000		9
10			\$ 3,000	10	Overtime	\$ 3,000		10
11				11				11
12	\$ 328,595	\$ 357,577	\$ 422,802	12	TOTAL PERSONNEL SERVICES	\$ 484,957		12
13			7	13	Total Full-Time Equivalent (FTE)	8		13
14				14	MATERIALS AND SERVICES			14
15	\$ 464,428	\$ 432,341	\$ 576,000	15	Materials & Services (Schedule B)	\$ 588,800		15
16				16				16
17				17				17
18	\$ 464,428	\$ 432,341	\$ 576,000	18	TOTAL MATERIALS AND SERVICES	\$ 588,800		18
19				19	CAPITAL OUTLAY			19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25	\$ 467,848	\$ 494,592	\$ 340,250	25	Projects (Schedule C)	\$ 146,250		25
26	\$ 467,848	\$ 494,592	\$ 340,250	26	TOTAL CAPITAL OUTLAY	\$ 146,250		26
27	\$ 1,260,871	\$ 1,284,510	\$ 1,339,052	27	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	\$ 1,220,007		27

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

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2021-22			
	Actual		Adopted Budget This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20						
1				1 PERSONNEL SERVICES NOT ALLOCATED				1
2				2				2
3	\$ -	\$ -	\$ -	3 TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	3
4				4 Total Full-Time Equivalent (FTE)				4
5				5 MATERIALS AND SERVICES NOT ALLOCATED				5
6				6				6
7	\$ -	\$ -	\$ -	7 TOTAL MATERIALS AND SERVICES	\$ -	\$ -	\$ -	7
8				8 CAPITAL OUTLAY NOT ALLOCATED				8
9				9				9
10	\$ -	\$ -	\$ -	10 TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	10
11				11 DEBT SERVICE				11
12	5,876	5,876	\$ 5,880	12 MNIF (Dredging) #524016	\$ 5,880			12
13	46,400	46,400	\$ 46,400	13 PRLF (MSLTD) #525186	\$ 46,400			13
15	18,956	17,185	\$ 17,200	15 Banner Bank (PVIP) #1000214241	\$ 17,200			15
16	29,700	29,700	\$ 29,700	16 PRLF (Wharf) #525196	\$ 29,700			16
17	15,961	15,960	\$ 15,970	17 SPWF (Bdwalk Project) #L0004	\$ 15,970			17
18	\$ 116,893	\$ 115,121	\$ 115,150	18 TOTAL DEBT SERVICE	\$ 115,150			18
19				19 SPECIAL PAYMENTS				19
20				20				20
21	\$ -	\$ -	\$ -	21 TOTAL SPECIAL PAYMENTS				21
22				22 INTERFUND TRANSFERS				22
23	\$ 55,000	\$ 60,000	\$ 40,000	23 General Fund to Capital Maintenance Fund	\$ 50,000			23
24			\$ 33,151	24 Interfund Loan Repayment				24
25	\$ 55,000	\$ 60,000	\$ 73,151	25 TOTAL INTERFUND TRANSFERS	\$ 50,000	\$ -		25
26			\$ 515,000	26 OPERATING CONTINGENCY	\$ 900,000			26
27	\$ 171,893	\$ 175,121	\$ 703,301	27 Total Requirements NOT ALLOCATED	\$ 1,065,150	\$ -		27
28	\$ 1,247,425	\$ 1,305,428	\$ 1,339,052	28 Total Requirements for ALL Org.Units/Progams within fund	\$ 1,220,007			28
29				29 Reserved for future expenditure				29
30	\$ 948,963	\$ 755,747		30 Ending balance (prior years)				30
31			\$ 44,085	31 UNAPPROPRIATED ENDING FUND BALANCE	\$ 226,332			31
32	\$ 2,368,281	\$ 2,236,296	\$ 2,086,438	32 TOTAL REQUIREMENTS	\$2,511,489.00			32

DETAILED REQUIREMENTS

Schedule A
Salaries & Wages

GENERAL OPERATING FUND

PORT OF SIUSLAW

	Historical Data			SALARIES & WAGES	Number of Employ-ees	Budget for Next Year 2021-22			
	Actual		Adopted Budget This Year Year 2020-21			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20							
1	\$ 62,917	\$ 67,031	\$ 70,997	Port Manager		\$ 72,000			1
2	\$ 38,823	\$ 42,078	\$ 45,428	Admin Assistant		\$ 52,000			2
5	\$ 31,595	\$ 30,553	\$ 35,693	Services Lead		\$ 36,005			5
6	\$ 16,732	\$ 19,460	\$ 32,448	Office Staff		\$ 31,492			6
8	\$ 48,623	\$ 49,085	\$ 49,732	Maint 1/Supervisor		\$ 51,730			8
	\$ 32,298	\$ 34,953	\$ 37,856	Maint 2/Staff		\$ 41,600			
10	\$ 2,298	\$ 24,001	\$ 32,448	Maint 3/Groundskeeper		\$ 32,116			10
				Maintenance 4		\$ 31,200			
11	\$ 18,091			Maint 2/Harbormaster					11
12									12
13									13
14									14
15									15
16	\$ 251,377	\$ 267,161	\$ 304,602	16 TOTAL SALARIES & WAGES		\$ 348,143			16
17				17 UNAPPROPRIATED ENDING FUND BALANCE					17
18	\$ 251,377	\$ 267,161	\$ 304,602	18 TOTAL REQUIREMENTS		\$ 348,143	\$ -	\$ -	18

Schedule B
Materials and Services

General Fund

	Historical Data			MATERIALS & SERVICES	Budget for Next Year 2021-22			
	Actual		Adopted Budget FY20-21		Proposed	Approved	Adopted	
	FY18-19	FY19-20						
1	\$ 390	\$ 100	\$ 500	1 Employee Training	\$ 500			1
2	\$ -		\$ 500	2 Grant Writing Expenses	\$ 15,000			2
3	\$ 11,237	\$ 5,195	\$ 13,000	3 Advertising & Web site	\$ 13,000			3
4	\$ 1,797	\$ 2,150	\$ 4,000	4 Office Supplies	\$ 3,000			4
5	\$ 9,350	\$ 7,314	\$ 15,000	5 Operation Supplies	\$ 11,000			5
6	\$ 35,851	\$ 34,233	\$ 40,000	6 Marine Fuel	\$ 35,000			6
7	\$ 9,950	\$ 10,250	\$ 11,000	7 Audit	\$ 11,000			7
8	\$ 3,040	\$ 3,791	\$ 7,000	8 Accounting Services and consulting	\$ 7,000			8
9	\$ 1,040	\$ 1,000	\$ 4,000	9 Legal Services	\$ 3,000			9
10	\$ 527	\$ 584	\$ 400	10 Cost of Retail Items	\$ 400			10
11	\$ 54,363	\$ 54,687	\$ 57,000	11 Insurance	\$ 57,000			11
12	\$ 18,799	\$ 18,727	\$ 19,000	12 Contracted Services	\$ 20,000			12
13	\$ 4,138	\$ 4,326	\$ 10,000	13 Travel, Meetings, Meals	\$ 5,000			13
14	\$ 14,149	\$ 12,002	\$ 15,000	14 Dues/Subscriptions	\$ 14,000			14
15	\$ 3,615	\$ 2,966	\$ 5,000	15 Public Relations	\$ 4,000			15
16	\$ 607	\$ 870	\$ 3,000	16 Events	\$ 3,000			16
17	\$ 5,856	\$ 5,962	\$ 7,000	17 Telephone	\$ 7,000			17
18	\$ 14,421	\$ 14,392	\$ 16,000	18 Leased Property Taxes	\$ 16,000			18
19	\$ 28,769	\$ 28,414	\$ 32,000	19 Transient Room Tax	\$ 33,500			19
20	\$ 61,113	\$ 51,944	\$ 75,000	20 Facilities	\$ 75,000			20
21	\$ 10,361	\$ 5,971	\$ 13,000	21 MAP Repairs	\$ 15,000			21
22	\$ 470	\$ 4,163	\$ 6,000	22 Tool & Equipment Purchase	\$ 10,000			22
23	\$ 6,034	\$ 4,087	\$ 7,000	23 Equipment Rental	\$ 7,000			23
24	\$ 3,510	\$ 4,777	\$ 7,000	24 Equipment Repairs by 3rd parties	\$ 7,000			24
25	\$ 132,263	\$ 134,825	\$ 165,000	25 Utilities	\$ 170,000			25
26	\$ 17,590	\$ 16,789	\$ 20,000	26 State Lease and License Fees	\$ 20,000			26
27	\$ 16,897	\$ 12,801	\$ 19,000	27 Bank Fees	\$ 17,000			27
28	\$ 1,010	\$ 1,203	\$ 1,600	28 Employee Clothing	\$ 1,600			28
29	\$ 2,820	\$ 5,841	\$ 3,000	29 Miscellaneous - Other	\$ 3,000			29
30	\$ -	\$ 2,172	.	30 Election Expense	\$ 4,800			30
31	\$ 469,967	\$ 451,536	\$ 576,000	31 TOTAL MATERIAL & SERVICES	\$ 588,800			31
32	\$ 469,967	\$ 451,536	\$ 576,000	32 TOTAL REQUIREMENTS	\$ 588,800	\$ -	\$ -	32

	Historical Data			CAPITAL OUTLAY SCHEDULE C	Budget for Next Year 2021-22		
	Actual		Adopted Budget FY20-21		Proposed	Approved	Adopted
	FY18-19	FY19-20					
1				Portable Pump Out	\$ 15,000		
2				Rock for Campground	\$ 15,000		
3				Fire System Phase 6	\$ 20,000		
4				Tractor and Boat	\$ 55,000		
5				Paint and repairs 080 Maintenance Shop	\$ 10,000		
6				Mapleton and E Dock repairs	\$ 20,000		
7			\$ 175,000	Restrooms and Showers			
8			\$ 11,250	Business OR 25% SBP	\$ 11,250		
9			\$ 75,000	Electrical Upgrade - CG outer circle			
10			\$ 20,000	Restripe and Seal Harbor Lot			
11			\$ 12,000	Mo's sSiding and Sign Replacement			
12			\$ 20,000	Fire System Phase 5			
13			\$ 17,000	Repairs on pedestal splice boxes			
14			\$ 10,000	Landscaping for new sites			
15		\$ 5,644		Office Equipment server/2 computers			
16		\$ 191,754.00		Blue buildings and new sites - Loan			
17		\$ 282,360.00		Dredging (60K from Bus OR)			
18		\$ 5,365.00		080 Building - Ext Doors, Paint			
19		\$ 9,469		WiFi and Security Cameras			
20	\$ 29,781			Fuel catch basin and fuel lines			
21	\$ 185,442			C Row Repair			
22	\$ 14,835			Mo's Painting			
23	\$ 79,577			Mo's Walkway			
24	\$ 9,995			Mo's Signs			
25	\$ 8,751			Mo's Gangway			
26	\$ 20,642			Security Gates on West Marina			
27	\$ 111,825			C Row Upgrade			
28	\$ 7,000.00			Work Boat Motor			
29	\$ 467,848	\$ 494,592	\$ 340,250	31 TOTAL CAPITAL OUTLAY	\$ 146,250		
30	\$ 467,848	\$ 494,592	\$ 340,250	32 TOTAL REQUIREMENTS	\$ 146,250	\$ -	\$ -

RESOURCES
Capital Maintenance Fund

Port of Siuslaw

	Historical Data			RESOURCE DESCRIPTION - CMF	Budget for Next Year FY2021-22			
	Actual		Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20						
1				1 Available cash on hand* (cash basis) or	\$ 176,332			1
2	\$ 33,107	\$ 63,152	\$ 103,181	2 Net working capital (accrual basis)				2
3				3 Interest	\$ 25			3
4				4				4
5	\$ 55,000	\$ 60,000	\$ 40,000	5 Transferred IN, from other funds	\$ 50,000			5
6				6 OTHER RESOURCES				6
7			\$ 33,151	7 Interfund Loan Repayment				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	\$ 88,107	\$ 123,152	\$ 176,332	20 Total resources, except taxes to be levied				20
21				21	\$ 226,357			21
22				22				22
23	\$ 88,107	\$ 123,152	\$ 176,332	23 TOTAL RESOURCES	\$ 226,357			23

**FORM
LB-30**

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

Port of Siuslaw

	Historical Data			REQUIREMENTS FOR: CMF	Budget For Next Year 2021-22				
	Actual		Adopted Budget This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2018-19	First Preceding Year 2019-20							
1				1	PERSONNEL SERVICES				1
2				2					2
3				3					3
4				4					4
5	\$ -	\$ -	\$ -	5	TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	5
6				6	Total Full-Time Equivalent (FTE)				6
7				7	MATERIALS AND SERVICES				7
8				8					8
9				9					9
10				10					10
11				11					11
12	\$ -	\$ -	\$ -	12	TOTAL MATERIALS AND SERVICES	\$ -	\$ -	\$ -	12
13				13	CAPITAL OUTLAY				13
14	\$ -	\$ 20,000	0	16	Fire System Replacement Phase 4 of 5	\$ -			14
15	\$ -			15					15
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	\$ -	\$ 20,000		25	TOTAL CAPITAL OUTLAY	\$ -			25
26	\$ -	\$ 20,000		26	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	\$ -			26

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

	Historical Data			REQUIREMENTS DESCRIPTION - CMF	Budget For Next Year 2021-22			
	Actual		Adopted Budget This Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2018-19	First Preceding Year 2019-20						
1				1 PERSONNEL SERVICES NOT ALLOCATED				1
2				2				2
3				3				3
4	\$ -	\$ -	\$ -	4 TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	4
5				5 Total Full-Time Equivalent (FTE)				5
6				6 MATERIALS AND SERVICES NOT ALLOCATED				6
7				7				7
8				8				8
9	\$ -	\$ -	\$ -	9 TOTAL MATERIALS AND SERVICES	\$ -	\$ -	\$ -	9
10				10 CAPITAL OUTLAY NOT ALLOCATED				10
11				11				11
12				12				12
13	\$ -	\$ -	\$ -	13 TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	13
14				14 DEBT SERVICE				14
15				15				15
16				16				16
17	\$ -	\$ -	\$ -	17 TOTAL DEBT SERVICE	\$ -	\$ -	\$ -	17
18				18 SPECIAL PAYMENTS				18
19				19				19
20				20				20
21	\$ -	\$ -	\$ -	21 TOTAL SPECIAL PAYMENTS	\$ -	\$ -	\$ -	21
22				22 INTERFUND TRANSFERS				22
23				23				23
24				24				24
25	\$ -			25 TOTAL INTERFUND TRANSFERS	\$ -	\$ -	\$ -	25
26				26 OPERATING CONTINGENCY				26
27	\$ -	\$ -	\$ -	27 Total Requirements NOT ALLOCATED				27
28	\$ 20,000	\$ 20,000		28 Total Requirements for ALL Org.Units/Programs within fund	\$ -			28
29				29 Reserved for future expenditure				29
30				30 Ending balance (prior years)				30
31	\$ 68,107	\$ 103,152	\$ 176,332	31 UNAPPROPRIATED ENDING FUND BALANCE	\$ 226,357			31
32	\$ 88,107	\$ 123,152	\$ 176,332	32 TOTAL REQUIREMENTS	\$ 226,357			32

Approving the Budget – Two Motions

Motion #1

I move that the budget committee of the Port of Siuslaw approve the budget for the 2021-2022 fiscal year in the amount of \$2,737,846.00 which includes \$2,511,489.00 for the General Fund, and \$226,357.00 for the Capital Maintenance Fund.

Motion #2

I move that the budget committee of the Port of Siuslaw approve property taxes for the 2021-22 fiscal year at the tax rate of \$0.1474 per \$1,000 of assessed value.

Port of Siuslaw
Proposed Budget Calendar for FY 2021-22

- April 2 Confirm calendar with Manager and send proposed meeting dates to Budget Committee
Deadline April 6
- April 7 Send Notice of Budget Committee Meeting to Siuslaw News for one publication
between April 8 and April 14 (requirement: 5 to 30 days prior to meeting) AND post on
Port web site. (minimum of 10 days prior to meeting)
- April 9 Deadline for Proposed FY21-22 Budget and Manager's Budget Message
- April 12 Deadline for Budget Committee Packets
- April 12 Distribute Budget Committee Packets, post packet on web site, and counter copy
- April 21 First Budget Committee Meeting, Port of Siuslaw Conference Room and zoom 5:00pm –
7:00pm
- May ? Second Budget Committee Meeting, Port of Siuslaw Conference Room and zoom
5:00pm – 7:00pm (if needed) TBD
- June 1 Send LB-1 Notice of Budget Hearing to Siuslaw News for one publication between May
and June 10 (not less than 5 days and not more than 30 days prior to the Hearing)
- June 16 Public Hearing to adopt FY21-22 Budget during Commission Meeting, Port of Siuslaw
Conference Room 7:00pm, include Resolution to Adopt Budget, Make Appropriations,
Certify Rate or Amount, and Categorize Taxes for FY21-22.

Deadline June 30

- By July 15 Mail two copies of LB-50 and two copies of Resolution Adopting Budget to:
Lane County Dept of Tax Assessment, 125 E 8th Ave, Eugene, OR 97401.
- By Sept 30 Send County Clerk copy of complete budget document including:
Budget Message
Budget detail sheets
Meeting notices or affidavits of publication
Resolutions adopting, appropriating, etc.
Tax certification LB-50

**Port of Siuslaw Budget Committee
2021**

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