

AGENDA
PORT OF SIUSLAW COMMISSION MEETING

Wednesday, July 20, 2022 7:00pm
Port of Siuslaw Conference Room
100 Harbor St, Florence, OR 97439

Terry Duman, President; Mike Buckwald, Secretary,
Bill Meyer, 1st VP, Robert Ward, Treasurer, Craig Zolezzi, 2nd VP

Join Zoom Meeting

<https://us06web.zoom.us/j/89697730667?pwd=aVlKZkNtakF4bDIHRjBYNFlaMnB3UT09>

Call to Order

Duman

Public Comment: *This is an opportunity for members of the audience to bring to the Commission's attention any item not otherwise listed on the Agenda. Comments will be limited to five (5) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.*

1. **Midwater Trawlers Cooperative** – Heather Mann – Offshore wind projects.

2. **Approval of the Agenda by consent** Duman

3. **Approval of the Minutes by consent** Duman
 - a. 6-15-22 Meeting Minutes draft

4. **Approval of the financials by consent** Stewart
 - a. Checks printed in May were \$121,621.52
 - b. Occupancy for Campground was up 8% from last year and moorage was up 1% from last year.

5. **Commissioner Positions and assignments, meetings schedule FY22-23** Duman

6. **Lease Agreement with Martin & Bridget Collmar** – Bay Street Tees Duman

7. Manager and Commissioner Reports

Public Comment: *Comments will be limited to five (5) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.*

Upcoming Meetings and Conferences

- **August 17, 2022 Commission Meeting**

Adjourn

Duman

Minutes
PORT OF SIUSLAW COMMISSION MEETING

Wednesday, June 15, 2022 7:00pm
Port of Siuslaw Conference Room
100 Harbor St, Florence, OR 97439

Via Zoom - Terry Duman, President;
Present - Mike Buckwald, Secretary,
Bill Meyer, 1st VP, Robert Ward, Treasurer, Craig Zolezzi, 2nd VP

Join Zoom Meeting

<https://us06web.zoom.us/j/85456048862?pwd=Q0xiNDFQVy9GdFMwU1NSaVZhSjNwQT09>

Call to Order 7:00pm

Public Comment: *none*

1. Approval of the Agenda by consent

2. Discussion with Rivian regarding electric charging stations with **Scott Oltmann**. Meyer said the Commissioners don't want to have the EV charger on the waterfront sites. A map was brought up to show where the charger could go. Also, Meyer said a level 3 charger is very expensive and a level 2 charger gives about 25 miles per hour of charging. Scott said since more people spend time down town, a level 2 makes sense for the situations. Buckwald said we never considered the charger as a way to draw people to Florence. Meyer said he attended an ODOT meeting and they will have a federal program for putting in fast chargers. He wanted to know if we would be better waiting for the funding. Oltmann said he would not steer us away from that but that both scenarios could be done. Meyer said most visitors are from Eugene depending on the weather. Oltmann said Rivian is offering level 2 charging only. Ward said it would be good PR for the Port. He also mentioned that those spots would not be available during Rhody Days. Oltmann said that wouldn't be a problem. Meyer asked about the length of the contract, which is currently a total of 19 years. Buckwald asked about terminating the contract if we aren't happy with the service from Rivian. Oltmann said Rivian would need enough time to recoup their investment, which is about 10 years. If before that, it would need to be prorated. Oltmann was asked to review the agreement with his legal team to address what was discussed.

3. Approval of the Minutes by consent

- a. 5-18-22 Meeting Minutes draft

4. Approval of the financials by consent

- a. Checks printed in May were \$86980.39
- b. Occupancy for Campground was up 9% from last year and moorage was up 1% from last year.

5. Manager and Commissioner Reports – Huntington said there haven't been many cancellations since the river is closed for fishing. Huntington said the dredge has been on the river and will come back. Meyer asked about timeline for destroying the Creola. Huntington was thinking about a week. Duman wanted to know if they will be using rubber tracks on the launch dock to not cause damage. Huntington will ask .Huntington to also have them give a more accurate bid. Duman said it's too vague. Huntington said we have not signed any contract yet. Ward wanted to know if Duman and Huntington had a chance to look over the bulkhead and Duman said no. Huntington said Akin didn't thing we need to do an emergency fix

because FEMA is trying to expedite the process. War said we can't go another winter. Huntington and Duman to try and get together again. Huntington said he has picture documenting the soil loss. Huntington said Akin was having a meeting with FEMA on Friday.

Public Comment: *none*

Adjourn 7:53pm

DRAFT

Port of Siuslaw
Combined Balance Sheet
As of June 30, 2022

	Jun 30, 22
ASSETS	
Current Assets	
Checking/Savings	
1006 · Umpqua General Checking	31,038.57
1007 · Umpqua Savings	226,417.94
1009 · Umpqua MMA General Fund	1,942,951.18
1011 · Umpqua MMA ICM	5,179.88
1070 · Petty Cash	1,000.00
Total Checking/Savings	2,206,587.57
Other Current Assets	
1130 · Inventory - Gas	4,467.30
1140 · Inventory - Diesel	2,063.10
1220 · Accounts Receivable	5,205.84
1250 · Taxes receivable	49,177.00
1450 · Prepaid insurance	18,865.50
1499 · Undeposited Funds	790.34
Total Other Current Assets	80,569.08
Total Current Assets	2,287,156.65
Fixed Assets	
1510 · Land	2,617,874.00
1515 · Land Improvements	1,995,894.50
1520 · Buildings & Docks	8,028,026.56
1525 · Equipment & Vehicles	761,055.71
1600 · Accumulated Depreciation	-989,953.00
1615 · Accum Depr - Land Improvements	-1,321,558.70
1620 · Accum Depr - Buildings & Docks	-4,731,734.33
1625 · Accum Depr - Equip & Vehicles	-706,731.44
Total Fixed Assets	5,652,873.30
TOTAL ASSETS	7,940,029.95
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · *Accounts Payable	2,138.76
Total Accounts Payable	2,138.76
Credit Cards	
2021 · Port Credit Card 1	5,933.13
Total Credit Cards	5,933.13
Other Current Liabilities	
2030 · Deposits Held	7,360.00
2040 · Gift Certificates	100.00
2045 · Unearned CG Revenue (Hercules)	332,854.15
2050 · Deferred Compensation Plan NRS	9,281.63
Total Other Current Liabilities	349,595.78
Total Current Liabilities	357,667.67
Long Term Liabilities	
2390 · OBD Loan L0004 Bdwk	55,307.42
2440 · OBD Loan 524016 Dredging	42,291.96
2491 · OBD Loan 525186 MSLTD	347,805.57
2492 · OBD Loan 525196 Wharf	267,080.69
2993 · BB Loan 1000214241 PVIP	-11,307.00
Total Long Term Liabilities	701,178.64

9:30 AM

07/13/22

Accrual Basis

Port of Siuslaw
Combined Balance Sheet
As of June 30, 2022

	<u>Jun 30, 22</u>
Total Liabilities	1,058,846.31
Equity	
3300 · Invested in Capital Assets	4,738,587.40
3900 · Fund Balance	-122,831.08
Net Income	<u>2,265,427.32</u>
Total Equity	<u>6,881,183.64</u>
TOTAL LIABILITIES & EQUITY	<u><u>7,940,029.95</u></u>

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
July 2021 through June 2022

	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Year to Date	TOTAL Budget	Variance
Income															
4100 · Available Beginning Cash	1,162,312.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,162,312.00	1,162,312.00	0.00
4140 · Campground Revenue	134,003.91	131,392.27	119,569.89	69,819.82	36,857.25	27,236.61	35,151.95	40,167.81	40,587.77	50,910.15	68,337.83	84,613.48	838,648.74	610,000.00	228,648.74
4150 · Leases	11,975.08	12,125.08	11,975.08	11,975.08	11,975.08	11,975.08	11,975.08	11,975.08	11,975.08	12,425.08	17,830.37	15,007.01	153,188.18	143,000.00	10,188.18
4160 · Moorage	11,908.42	16,293.78	19,001.16	9,195.65	4,265.23	3,817.48	5,830.52	4,474.43	3,809.88	4,161.40	7,589.25	9,019.10	99,366.30	95,000.00	4,366.30
4170 · Storage	94.61	94.61	94.61	219.61	125.86	125.86	125.86	125.82	58.13	58.13	58.13	58.07	1,239.30	2,800.00	-1,560.70
4190 · Marine Fuel	2,911.26	8,708.18	20,292.19	3,953.24	53.98	394.98	0.00	114.84	341.13	99.78	2,452.82	4,538.85	43,861.25	21,000.00	22,861.25
4200 · Other Facility Income	5,993.18	5,798.11	5,471.53	4,930.68	1,406.97	1,266.54	1,892.42	1,004.96	815.77	1,378.27	1,888.61	1,806.14	33,653.18	20,300.00	13,353.18
4500 · Levied Taxes	25,648.83	1,046.34	726.81	573.36	238,686.22	90,234.32	5,494.22	1,890.24	6,880.70	1,506.53	1,469.39	6,664.57	380,821.53	338,083.00	42,738.53
4515 · State Forest Sales	0.00	9,364.78	0.00	0.00	0.00	941.09	0.00	0.00	0.00	0.00	10,864.43	0.00	21,170.30	20,000.00	1,170.30
4540 · Interest Income	10.50	13.68	13.49	13.94	14.07	16.49	16.36	14.68	16.36	15.85	16.60	16.07	178.09	500.00	-321.91
4550 · Maintenance Assistance Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,350.00	-21,350.00
4600 · Miscellaneous Income	2,539.57	3,066.76	150.54	380.95	16,392.74	522.96	376.13	5,790.92	1,054.84	11,948.46	222.66	-1,156.74	41,289.79	18,000.00	23,289.79
4670 · Sale of Surplus Property	557,492.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	557,492.92		
4750 · Business Oregon Reimb Fund	0.00	0.00	11,377.00	0.00	0.00	0.00	10,967.00	0.00	0.00	0.00	0.00	0.00	22,344.00	27,144.00	-4,800.00
Total Income	1,914,890.28	187,903.59	188,672.30	101,062.33	309,777.40	136,531.41	71,829.54	65,558.78	65,539.66	82,503.65	110,730.09	120,566.55	3,355,565.58	2,479,489.00	876,076.58
Gross Profit	1,914,890.28	187,903.59	188,672.30	101,062.33	309,777.40	136,531.41	71,829.54	65,558.78	65,539.66	82,503.65	110,730.09	120,566.55	3,355,565.58	2,479,489.00	876,076.58
Expense															
5000 · Personal Services															
5020 · Port Manager	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	9,995.94	3,416.67	6,833.34	6,833.34	6,833.34	6,833.34	6,833.34	77,579.31	72,000.00	5,579.31
5030 · Administrative Assistant	4,414.50	4,200.00	4,640.51	4,427.75	4,222.00	6,846.85	2,200.00	4,416.50	4,016.75	4,797.88	4,043.50	4,602.25	52,828.49	52,000.00	828.49
5045 · Services Lead	2,953.60	2,864.32	3,257.19	3,080.01	2,754.08	4,852.85	1,584.00	3,181.50	2,866.50	3,325.50	2,880.00	3,321.00	36,920.55	36,005.00	915.55
5050 · Office Assistant	2,446.08	2,679.04	2,446.08	2,664.64	2,770.62	3,971.00	1,512.00	2,772.00	2,520.00	2,772.00	2,772.00	2,646.00	31,971.46	31,492.00	479.46
5075 · Maintenance I Lead	3,919.80	3,862.32	4,230.16	4,016.88	4,399.44	6,474.84	2,104.08	4,399.45	3,825.60	4,016.89	4,208.16	4,399.44	49,857.06	51,730.00	-1,872.94
5077 · Maintenance IV	1,064.00	2,240.00	2,492.00	2,596.00	2,604.00	4,254.60	1,364.00	2,728.00	2,480.00	2,852.00	2,480.00	2,604.00	29,758.60	31,200.00	-1,441.40
5079 · Maint II/ Staff	3,520.00	3,360.00	3,680.00	3,520.00	3,360.00	5,442.60	1,760.00	3,520.00	3,200.00	3,680.00	3,200.00	3,680.00	41,922.60	41,600.00	322.60
5080 · Maint III / groundskeeper	2,665.52	2,961.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,626.91	32,116.00	-26,489.09
5110 · Payroll taxes	2,863.22	2,935.76	2,666.48	2,618.51	2,683.25	3,766.33	1,503.32	5,035.32	2,773.81	3,050.39	2,847.71	3,029.50	35,773.60	34,814.00	959.60
5180 · Health Insurance	4,338.18	4,338.18	3,098.70	3,718.44	3,718.44	3,718.44	3,718.44	3,718.44	3,718.44	3,718.44	3,718.44	3,867.36	45,389.94	60,000.00	-14,610.06
5181 · Life Insurance	638.70	16.59	11.85	14.22	14.22	14.22	14.22	14.22	14.22	14.22	14.22	14.22	795.12	300.00	495.12
5182 · Dental Insurance	419.92	367.43	262.45	314.94	314.94	314.94	314.94	314.94	314.94	314.94	314.94	329.10	3,898.42	5,200.00	-1,301.58
5190 · Workers Compensation Insurance	19,199.58	0.00	1,188.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,388.31	12,000.00	8,388.31

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
July 2021 through June 2022

														TOTAL	
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Year to Date	Budget	Variance
5270 - Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,263.60	0.00	0.00	0.00	0.00	12,263.60	13,000.00	-736.40
5275 - Compensated absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,500.00	-8,500.00
5280 - Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00
Total 5000 - Personal Services	54,443.10	35,825.03	33,974.15	32,971.39	32,840.99	49,652.61	19,491.67	49,197.31	32,563.60	35,375.60	33,312.31	35,326.21	444,973.97	484,957.00	-39,983.03
5300 - Material and Services	61,232.53	55,802.44	48,865.61	42,489.41	32,436.45	27,781.14	95,151.84	27,179.92	50,304.44	31,358.34	44,768.70	64,952.45	582,323.27	593,800.00	-11,476.73
6000 - Capital Outlay															
6060 - Operations Equipment															
6062 - Boat replacement and tractor	0.00	32,500.00	0.00	17,569.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,069.45	55,000.00	-4,930.55
Total 6060 - Operations Equipment	0.00	32,500.00	0.00	17,569.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,069.45	55,000.00	-4,930.55
6130 - Land															
6146 - Landscape and Rock	0.00	2,425.32	0.00	0.00	0.00	832.00	0.00	2,688.00	0.00	0.00	5,000.00	0.00	10,945.32	15,000.00	-4,054.68
6147 - Mapleton and E Dock Repairs	0.00	0.00	0.00	0.00	0.00	0.00	2,617.17	890.85	5,081.36	845.30	232.59	0.00	9,667.27	20,000.00	-10,332.73
Total 6130 - Land	0.00	2,425.32	0.00	0.00	0.00	832.00	2,617.17	3,578.85	5,081.36	845.30	5,232.59	0.00	20,612.59	35,000.00	-14,387.41
6150 - Facilities															
6153 - 080A Harbor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	114.62	4,181.69	0.00	0.00	3,125.00	7,421.31	10,000.00	-2,578.69
6155 - Wharf/Bdwc Fire System	0.00	0.00	0.00	3,500.00	16,535.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,035.74	20,000.00	35.74
6157 - Business Oregon Fees	15,168.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,632.25	29,801.12	11,250.00	18,551.12
Total 6150 - Facilities	15,168.87	0.00	0.00	3,500.00	16,535.74	0.00	0.00	114.62	4,181.69	0.00	0.00	17,757.25	57,258.17	41,250.00	16,008.17
6170 - Marine Facilities															
6174 - West Basin Portable Pump Out	12,505.00	42.36	89.60	30.00	656.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,323.80	15,000.00	-1,676.20
Total 6170 - Marine Facilities	12,505.00	42.36	89.60	30.00	656.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,323.80	15,000.00	-1,676.20
Total 6000 - Capital Outlay	27,673.87	34,967.68	89.60	21,099.45	17,192.58	832.00	2,617.17	3,693.47	9,263.05	845.30	5,232.59	17,757.25	141,264.01	146,250.00	-4,985.99
6700 - Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	900,000.00	-900,000.00
7000 - Debt Service	11,599.93	7,424.94	11,599.93	0.00	29,262.16	0.00	11,599.93	7,424.94	11,599.93	0.00	7,424.94	0.00	97,936.70	115,150.00	-17,213.30
7600 - Unappropriated Ending Fund Bal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	189,332.00	-189,332.00
7700 - Transfer to other funds	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00
Total Expense	154,949.43	134,020.09	144,529.29	96,560.25	111,732.18	78,265.75	128,860.61	87,495.64	103,731.02	67,579.24	90,738.54	118,035.91	1,316,497.95	2,479,489.00	-1,162,991.05
	1,759,940.85	53,883.50	44,143.01	4,502.08	198,045.22	58,265.66	-57,031.07	-21,936.86	-38,191.36	14,924.41	19,991.55	2,530.64	2,039,067.63	0.00	2,039,067.63

Port of Siuslaw
Profit & Loss Budget vs. Actual - Capital Maint Fund
 July 2021 through June 2022

														TOTAL	
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Year to Date	Budget	Variance
Income															
4100 - Available Beginning Cash	176,332.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	176,332.00	176,332.00	0.00
4540 - Interest Income	13.42	10.42	0.00	0.00	0.00	0.00	0.00	0.00	5.58	5.65	0.00	0.00	35.07	25.00	10.07
4700 - Incoming Transfer	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00
Total Income	176,345.42	10.42	50,000.00	0.00	0.00	0.00	0.00	0.00	5.58	5.65	0.00	0.00	226,367.07	226,357.00	10.07
Gross Profit	176,345.42	10.42	50,000.00	0.00	0.00	0.00	0.00	0.00	5.58	5.65	0.00	0.00	226,367.07	226,357.00	10.07
Expense															
7600 - Unappropriated Ending Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	226,357.00	-226,357.00
Total Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	226,357.00	-226,357.00
Net Income	176,345.42	10.42	50,000.00	0.00	0.00	0.00	0.00	0.00	5.58	5.65	0.00	0.00	226,367.07	0.00	226,367.07

	Campground 2018/2019			Campground 2019/2020			Campground 2020/2021			Campground 2021-2022		
	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights
JULY	86%	78%	2862	78%	86%	2617	77%	78%	2939	96%	96%	3660
AUG	94%	90%	3052	89%	84%	2978	88%	83%	3357	97%	97%	3705
SEPT	88%	89%	2760	84%	84%	2724	88%	84%	3243	92%	95%	3408
OCT	43%	78%	1398	42%	73%	1393	47%	75%	1780	51%	84%	1948
NOV	30%	68%	878	33%	65%	1059	20%	64%	752	34%	74%	1258
DEC	32%	62%	1035	28%	59%	937	18%	56%	680	25%	66%	957
JAN	36%	58%	1168	25%	54%	842	20%	51%	742	32%	61%	1210
FEB	39%	56%	1152	28%	51%	861	22%	48%	763	37%	58%	1270
MAR	44%	55%	1417	25%	48%	847	30%	46%	1143	37%	56%	1400
APR	39%	53%	1232	13%	45%	423	36%	45%	1324	41%	54%	1521
MAY	44%	52%	1418	13%	42%	417	40%	44%	1522	46%	53%	1756
JUN	45%	52%	1452	48%	42%	1566	69%	46%	2528	60%	54%	2214
TL YTD	52%	52%	19824	42%	42%	16664	46%	46%	20773			
REV YTD	\$549,278.00			\$519,620.00			\$756,828.00			\$795,908.00		

	Moorage 2019/20			Moorage 2020-21		
	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights
JULY	44%	37%	1608	48%	44%	1745
AUG	65%	55%	2413	63%	56%	2293
SEPT	79%	63%	2836	79%	63%	2796
OCT	43%	58%	1575	49%	60%	1790
NOV	28%	52%	994	26%	53%	915
DEC	27%	48%	992	23%	48%	852
JAN	26%	45%	961	23%	44%	846
FEB	26%	42%	903	24%	42%	783
MAR	26%	40%	934	24%	40%	878
APR	26%	39%	914	25%	38%	871
MAY	30%	38%	1088	28%	37%	1038
JUN	39%	38%	1367	38%	38%	1351
TL YTD	38%	38%	16585	38%	38%	16158
REV YTD	\$97,214.00			\$99,027.00		

Moorage 2021-22		
% Occ.	YTD %	Nights
51%	51%	1850
64%	58%	2339
78%	64%	2759
47%	60%	1725
26%	53%	929
26%	49%	932
26%	45%	965
25%	43%	840
24%	41%	870
26%	39%	906
29%	38%	1068
40%	39%	1412
\$97,804.00		

Port of Siuslaw
Profit & Loss Prev Year Comparison
July 2021 through June 2022

	Jul '21 - Jun 22	Jul '20 - Jun 21	\$ Change
Income			
4100 · Available Beginning Cash	1,338,644.00	1,052,151.58	286,492.42
4140 · Campground Revenue	838,648.74	759,576.64	79,072.10
4150 · Leases	153,188.18	169,970.96	-16,782.78
4160 · Moorage	99,366.30	96,732.50	2,633.80
4170 · Storage	1,239.30	2,912.50	-1,673.20
4190 · Marine Fuel	43,861.25	20,658.41	23,202.84
4200 · Other Facility Income	33,653.18	26,785.65	6,867.53
4500 · Levied Taxes	380,821.53	329,977.05	50,844.48
4515 · State Forest Sales	21,170.30	32,494.66	-11,324.36
4540 · Interest Income	213.16	1,666.92	-1,453.76
4550 · Maintenance Assistance Program	0.00	19,000.00	-19,000.00
4600 · Miscellaneous Income	41,289.79	12,664.69	28,625.10
4670 · Sale of Surplus Property	557,492.92	0.00	557,492.92
4700 · Incoming Transfer	50,000.00	73,151.00	-23,151.00
4750 · Business Oregon Reimb Fund	22,344.00	7,215.00	15,129.00
Total Income	3,581,932.65	2,604,957.56	976,975.09
Gross Profit	3,581,932.65	2,604,957.56	976,975.09
Expense			
5000 · Personal Services	444,973.97	386,952.85	58,021.12
5300 · Material and Services	582,330.65	498,442.04	83,888.61
6000 · Capital Outlay	141,264.01	160,950.36	-19,686.35
7000 · Debt Service	97,936.70	115,121.30	-17,184.60
7700 · Transfer to other funds	50,000.00	73,151.00	-23,151.00
Total Expense	1,316,505.33	1,234,617.55	81,887.78
Net Income	2,265,427.32	1,370,340.01	895,087.31

Port of Siuslaw
Profit & Loss Prev Year Comparison
July 2021 through June 2022

	<u>% Change</u>
Income	
4100 · Available Beginning Cash	27.2%
4140 · Campground Revenue	10.4%
4150 · Leases	-9.9%
4160 · Moorage	2.7%
4170 · Storage	-57.5%
4190 · Marine Fuel	112.3%
4200 · Other Facility Income	25.6%
4500 · Levied Taxes	15.4%
4515 · State Forest Sales	-34.9%
4540 · Interest Income	-87.2%
4550 · Maintenance Assistance Program	-100.0%
4600 · Miscellaneous Income	226.0%
4670 · Sale of Surplus Property	100.0%
4700 · Incoming Transfer	-31.7%
4750 · Business Oregon Reimb Fund	209.7%
Total Income	<u>37.5%</u>
Gross Profit	37.5%
Expense	
5000 · Personal Services	15.0%
5300 · Material and Services	16.8%
6000 · Capital Outlay	-12.2%
7000 · Debt Service	-14.9%
7700 · Transfer to other funds	-31.7%
Total Expense	<u>6.6%</u>
Net Income	<u><u>65.3%</u></u>

**Port of Siuslaw Board of Commissioners
2021**

Terry Duman **Position 1** Exp 6-30-25
Commission President
PO Box 2740
Florence, OR 97439
541-991-7961
Duman_inc@yahoo.com

Robert Ward **Position 2** Exp 6-30-23
Commission Treasurer appointed 10-21-20
7 Park Village Dr.
Florence, OR 97439
541-991-7898
rob@nwisinc.com

Mike Buckwald **Position 3** Exp 6-30-25
Commission Secretary
11934 E Mapleton Rd
Mapleton, OR 97453
541-997-7173
Mike@buckwaldaccounting.com

William Meyer **Position 5** Exp 6-30-25
Commission 1st VP
75 Harbor St. #306
Florence, OR 97439
harleywam@gmail.com

Craig Zolezzi **Position 4** Exp 6-30-23
Commission 2nd VP appointed 6-20-18
5370 Buckskin Bob Elected 5-21-19
Florence, OR 97439
541-915-4059
craig@zianw.com

2022-2023 Committee Assignments

<u>Organization</u>	<u>Assigned</u>	<u>Alternate</u>	<u>Involvement / Issues</u>
*Lane Council of Governments, LCOG			Voting delegate for interagency cooperation
*Oregon Coastal Zone Management Assn, OCZMA			Voting delegate for coastal planning issues
**Oregon Public Ports Association, OPPIA			Lobby for state legislation and funding
**Siuslaw Watershed Council SWC			Executive council member
**Pacific NW Waterways Assn, PNWA			Federal transportation & trade, dredging
Florence Area Chamber of Commerce			Business retention & recruitment, community marketing
Florence Urban Renewal Agency			Representative contact
Pacific Coast Congress of Harbor Masters and Port Managers, PCC			Marina operations training and development
Special Districts Association of Oregon, SDAO	Stewart		Representative contact
West Lane Emergency Operations Group, WLEOG	Staff	Staff	Voting delegate for Emergency Response planning

*** Requires elected official representative**

**** Elected official recommended**

**Port of Siuslaw Board of Commissioners
Regular Meeting Schedule**

FY2022-23

Wednesday, 20 July 2022

Wednesday, 17 August 2022

Wednesday, 21 September 2022

Wednesday, 19 October 2022 - Mapleton

Wednesday, 16 November 2022

Wednesday, 21 December 2022

Wednesday, 18 January 2023

Wednesday, 15 February 2023

Wednesday, 15 March 2023

Wednesday, 19 April 2023

Wednesday, 17 May 2023

Wednesday, 21 June 2023

Unless otherwise noted, all meetings begin at 7:00pm at the Port Office, or **via zoom**
100 Harbor Street, Florence OR, Lane County.

**Motion by
Second by
Vote**

LEASE AGREEMENT

DATE: August 1, 2022

LANDLORD: Port of Siuslaw
100 Harbor Street
Florence, OR 97439

TENANT: Martin & Bridget Collmar
Desert Bling, Inc. dba Bay Street Tees
PO Box 1217
Florence, OR 97439

AGREEMENT:

Landlord leases to Tenant the commercial premises described in Exhibit A attached hereto and incorporated herein by reference, upon the following terms and conditions:

- 1. Term:** This agreement creates a tenancy that commences **August 1, 2022 and terminates at midnight, July 31, 2027.**
- 2. Unrestricted Termination:** Either party may terminate this agreement by giving the other party at least 90 days' prior written notice to the address set out in 17, below.
- 3. Rental:** Tenant shall pay Landlord rent of **\$1,350.00 per month for the building located at 1499 Bay Street, Florence, OR 97439. Every August 1st each year, the rent will be raised using Portland CPI up to 4% whichever is lower.** Rental payments are due on the 1st day of each month and shall be paid to Landlord in person, or by mail to 100 Harbor Street, Florence, OR 97439.
- 4. Security Deposit:** A deposit in the amount of \$1,200 was paid prior to occupancy. If the Tenant performs all of the terms, conditions and covenants of this lease, the security deposit shall be refunded at the

termination of this lease. If the Tenant fails to fully perform the terms, covenants and conditions of this lease, the Landlord may apply all or part of the security deposit to reimburse Landlord for the damages caused by the Tenant. Landlord may also recover from Tenant any unpaid rent or other damages suffered by Landlord by reason of the violation of the lease agreement by Tenant, to the extent such damages or rent exceed the security deposit. If the Landlord keeps all or part of the security deposit at the end of the lease term, Landlord shall give Tenant, within thirty (30) days after the termination of the lease, a written accounting stating specifically the reasons therefore.

5. **Use:** Tenant shall use the premises for retail use exclusively. Tenant shall not use the property for any other purpose without Landlord's written consent. Tenant shall not make any unlawful, improper or offensive use of the premises. Tenant shall obtain all necessary licenses and permits prior to engaging in any activity on the property. **A storage area may be added if approved by the City of Florence.**
6. **Utilities:** Tenant shall pay, before delinquency, all charges for electricity, water, heat, garbage, sewer and all other utilities and services used in the premises during the tenancy.
7. **Parking:** The premise includes three (3) parking spaces on the west side of the building.
8. **Repairs and Maintenance:** Landlord shall make all necessary roof, structural and foundation repairs. Landlord shall have no other maintenance responsibilities, and Tenant shall routinely maintain and repair the premises at Tenant's expense, internally and externally, including landscape maintenance.
9. **Alterations:** No alterations shall be made to the rented premises without Landlord's prior written consent. Alterations shall become property of the Landlord.
10. **Indemnification:** Tenant agrees to defend, indemnify and save Landlord, its agent and employees, from any losses, claims, expenses,

judgments, or other damages resulting from injury to any event, participant, or other persons or damage to the property of whatever nature, arising out of or incident to this lease.

11. Assignment or Sublease: No part of the premises may be assigned or subleased by Tenant, nor may right of use of any portion of the premises be conferred on any person voluntarily or involuntarily by any other means, without Landlord's prior written consent.

12. Vacation: Upon termination of the tenancy, Tenant shall vacate the premises promptly without notice or demand, deliver keys to Landlord, and leave the premises in good condition, good repair, broom clean and in original condition. Any holdover shall create a month-to-month tenancy only.

13. Inspection: Landlord and its agents may enter the premises at all reasonable times for all reasonable purposes.

14. Liability Insurance: Throughout the term of this lease, Tenant shall, at his/her own expense, maintain in force a comprehensive general liability policy. The policy shall name the Landlord as Additional Insured and must provide limits of no less than \$1,000,000 per occurrence. **If alcohol is being served/sold, the limits must be raised to \$2,000,000** Additionally, the general liability policy will provide coverage for damage to the building caused by the Tenant's negligence in an amount of \$100,000. Certificates of Insurance acceptable to the Landlord shall be filed and maintained with the Landlord's office. The Tenant shall request the insurance company provide an automatic notice of policy cancellation to the Landlord.

15. Real Property Taxes and Insurance: Landlord is responsible for payment of any and all real property taxes assessed against the property during the term of this lease. Tenant is solely responsible for insurance covering Tenant and Tenant's personal property.

16. Attorney Fees: If litigation is instituted by either party concerning this agreement, the prevailing party in the trial court and the prevailing

party on any appeal shall recover reasonable attorney fees in addition to costs and disbursements.

17. Written Notice: All written notices shall be mailed to Landlord at 100 Harbor Street, Florence OR 97439, and to Tenant at the address below signature. Notice shall be deemed given when deposited in the United States mail, certified or registered, addressed as provided in the paragraph with postage fully prepaid.

18. Default: If Tenant fails to make rental payments promptly when due, or shall fail to keep any other provision of this agreement, time of payment and performance being of the essence, Landlord may elect to terminate the tenancy and recover possession of the premises without demand or notice and may also pursue any other rights or remedies available to Landlord at law or in equity.

19. Entire Agreement: This agreement constitutes the entire agreement between the parties.

LANDLORD:

TENANT:

PORT OF SIUSLAW

By: _____

David Huntington
Port Manager

By: _____

Martin and Bridget Collmar
Desert Bling dba Bay Street Tees

Dated _____

Address:
PO Box 1217
Florence, OR 97439
Phone 702-271-09
E-mail bcollmar@yahoo.com

