

AGENDA
PORT OF SIUSLAW COMMISSION MEETING

Wednesday, April 17, 2019 7:00pm
Conference Room
100 Harbor St, Florence OR 97439

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

1. **Call to Order** Duman

2. **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.*

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

4. **Approval of Minutes by consent** Duman
 - a. 3-20-19 Regular Meeting Minutes

5. **Approval of the Financials** Stewart
 - a. Bills paid for March were \$54,585.00
 - b. Occupancy for Campground up 7% and moorage down 2% YTD
 - c. \$31,650.00 received from Business Oregon on C Row

6. **Appoint One (1) Budget Committee member** Duman
 - Joel Marks
 - Brien Mill

7. **Old Business:** Huntington
 - a. Blue Storage Buildings
 - b. Utilities for C Row
 - c. Resolution 4-17-19A review

8. **New Business:** Huntington
 - a. Campground and Service Rates
 - b. Other campground comparisons

9. **Manager and Commissioner Reports**

10. **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

- May 7th, 2019 10:00 am Port Tour with Budget Committee and public
- May 7th, 2019 5:30 pm Budget Committee Meeting
- May 15, 2019 Port Commission Meeting
- September 18, 2019 Board Assessment 5:00pm

MINUTES
PORT OF SIUSLAW COMMISSION MEETING

Wednesday, March 20, 2019 7:00pm
Conference Room
100 Harbor St, Florence OR 97439

These minutes will be reviewed for approval at the April 17, 2019 meeting.

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

1. **Call to Order – 7:00 pm**
2. **Public Comment:** Hale decided to wait till the end of the meeting.
3. **Approval of the Agenda – approved by consent**
4. **Approval of Minutes – approved by consent**
 - a. 2-20-19 Regular Meeting Minutes
5. **Approval of the Financials – approved by consent** – Stewart stated the bills paid in February were \$214,729.95. Occupancy for the Campground is up 6% and moorage is down 2% YTD. Stewart said all bills for the C Row have been paid and we should be getting payment from FEMA and Business Oregon the end of this week or next week. Duman asked if the C Row was paid in full. Stewart said there would be bills for planting vegetation. Huntington said the Watershed will be doing the work and be about \$2000. Buckwald mentioned the interest earned on the financials since switching banks to Umpqua.
6. **Dean Lundi** – Sea Scouts – Lundie presented some history on the Sea Scouts and was looking for the Port's blessing. He would like a good deal on renting slips for the Sea Scout's boats. Duman said he should work that out with the Port Manager. Lundie also wanted to know if he could rent the fenced area at the Port's 080 Building location. Huntington said that area is already leased.
7. **Appoint Budget Committee Members** – Huntington said there were four vacant seats on the Budget Committee and we received three applications. He suggested the Board approve the three applicants. A motion was made by Buckwald to accept the applications and appoint Katie Prosser, William (Bill) Hennig and John Murphey to the Budget Committee. Meyer second the motion and the vote was unanimous.
8. **Continue discussions on blue storage buildings** – Huntington presented the Board with hard numbers for updating the C Row with utilities and the projected revenue from taking down the storage buildings and putting in camp sites. Cost for the C Row upgrade would be \$87,000. Huntington explained the costs. Meyer said the predicted income for the C Row would be \$129,000 and the ROI would be 1.3 years. Huntington said he would like to get this done before this summer season if possible. Meyer said we would be leaving \$8,000 a month on the table if we don't upgrade and believes the Port should move forward. Duman and Brandt thought it was too late in the season to get everything done. Meyer mentioned doing both projects and getting a loan from Business Oregon. He believes we should move forward quickly and be serious about it. Brandt agreed. Buckwald agrees also but not for a supplemental budget to accomplish it. Duman mentioned the dredging that still needs done and Huntington said we need to set up a work session. Duman asked if we charge the same amount for dry camping whether it's on the waterfront or not. Huntington said yes. Meyer said we should be charging more for the sites on the waterfront. Meyer and Buckwald would like to review rates. Duman asked if we still need the commercial gear storage. Huntington said that could be where a new restroom or maintenance shop could go.

9. Manager and Commissioner Reports – Huntington said that he and Stewart attended the Budget Law training in Eugene. Huntington said that Wendy from the City found where the road going to the launch ramp was dedicated to the Port. She will send the information over. Brandt wanted to know if Farnsworth was approved for a zoning change next to our PVIP property. Lucio, a City Councilor, said it was approved. Zolezzi wanted to know what we found out about the Dahlbeck property in Mapleton. Huntington talked with our Attorney and suggests declaring it public surplus and returning it. Huntington said it should be discussed in an Executive Session. Meyer said the Watershed Council needs a Port representative and he volunteered. Brandt said we need to get ahold of Andy to remarket the PVIP property.

10. Public Comment: none

Meeting Adjourned 8:14pm

DRAFT

Port of Siuslaw
Combined Balance Sheet
As of March 31, 2019

Mar 31, 19

ASSETS**Current Assets****Checking/Savings**

1006 · Umpqua General Checking	55,162.13
1007 · Umpqua Savings	63,152.09
1009 · Umpqua MMA General Fund	1,050,760.02
1011 · Umpqua MMA ICM	5,070.49
1070 · Petty Cash	1,000.00

Total Checking/Savings 1,175,144.73

Other Current Assets

1130 · Inventory - Gas	7,648.30
1140 · Inventory - Diesel	4,910.10
1220 · Accounts Receivable	-8,752.11
1250 · Taxes receivable	25,649.00
1450 · Prepaid insurance	18,865.50
1499 · Undeposited Funds	6,999.78

Total Other Current Assets 55,320.57

Total Current Assets

1,230,465.30

Fixed Assets**1500 · Fixed Assets**

1530 · Construction in Progress 42,289.00

Total 1500 · Fixed Assets 42,289.00

1510 · Land

2,617,874.00

1515 · Land Improvements

1,477,545.50

1520 · Buildings & Docks

7,691,227.56

1525 · Equipment & Vehicles

762,461.71

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

5,831,373.30

TOTAL ASSETS**7,061,838.60****LIABILITIES & EQUITY****Liabilities****Current Liabilities****Accounts Payable**

2000 · *Accounts Payable 8,326.10

Total Accounts Payable

8,326.10

Credit Cards

2021 · Port Credit Card 1 8,517.16

Total Credit Cards

8,517.16

Other Current Liabilities

2030 · Deposits Held 9,240.00

2045 · Unearned CG Revenue (Hercules) 152,532.48

2050 · Deferred Compensation Plan NRS 9,281.63

2150 · Payroll related Liabilities -20.76

2155 · Oregon Statewide Transit Tax 56.56

2495 · Current Ptn of Lon-Term Debt 62,177.90

Total Other Current Liabilities

233,267.81

Total Current Liabilities

250,111.07

Long Term Liabilities

2380 · Long-Term Debt current portion -62,177.90

2390 · OBD Loan L0004 Bdwk 89,101.42

2440 · OBD Loan 524016 Dredging 52,913.96

2491 · OBD Loan 525186 MSLTD 430,135.57

2492 · OBD Loan 525196 Wharf 312,517.69

Port of Siuslaw
Combined Balance Sheet
As of March 31, 2019

	Mar 31, 19
2993 · BB Loan 1000214241 PVIP	208,117.26
Total Long Term Liabilities	1,030,608.00
Total Liabilities	1,280,719.07
Equity	
3300 · Invested in Capital Assets	4,738,587.40
Net Income	1,042,532.13
Total Equity	5,781,119.53
TOTAL LIABILITIES & EQUITY	<u>7,061,838.60</u>

Port of Siuslaw
Profit & Loss Budget vs. Actual - Capital Maint Fund
 July 2018 through March 2019

											TOTAL	
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Year to Date	Budget	Variance
Income												
4100 - Available Beginning Cash	28,141.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,141.93	33,107.00	-4,965.07
4540 - Interest Income	0.00	0.00	3.55	3.55	0.00	0.00	0.00	0.00	3.06	10.16	0.00	10.16
4700 - Incoming Transfer	0.00	0.00	0.00	0.00	0.00	55,000.00	0.00	0.00	0.00	55,000.00	55,000.00	0.00
Total Income	28,141.93	0.00	3.55	3.55	0.00	55,000.00	0.00	0.00	3.06	83,152.09	88,107.00	-4,954.91
Gross Profit	28,141.93	0.00	3.55	3.55	0.00	55,000.00	0.00	0.00	3.06	83,152.09	88,107.00	-4,954.91
Expense												
6000 - Capital Outlay												
6150 - Facilities												
6155 - Wharf/Bdwk Fire System	0.00	2,000.00	0.00	0.00	18,000.00	0.00	0.00	0.00	0.00	20,000.00	20,000.00	0.00
Total 6150 - Facilities	0.00	2,000.00	0.00	0.00	18,000.00	0.00	0.00	0.00	0.00	20,000.00	20,000.00	0.00
Total 6000 - Capital Outlay	0.00	2,000.00	0.00	0.00	18,000.00	0.00	0.00	0.00	0.00	20,000.00	20,000.00	0.00
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	68,107.00	-68,107.00
Total Expense	0.00	2,000.00	0.00	0.00	18,000.00	0.00	0.00	0.00	0.00	20,000.00	88,107.00	-68,107.00
Net Income	28,141.93	-2,000.00	3.55	3.55	-18,000.00	55,000.00	0.00	0.00	3.06	63,152.09	0.00	63,152.09

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
July 2018 through March 2019

											TOTAL	
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Year to Date	Budget	Variance
Income												
4100 - Available Beginning Cash	751,591.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	751,591.96	400,000.00	351,591.96
4140 - Campground Revenue												
4141 - RV Sites- Taxable	47,160.20	42,498.97	40,646.60	28,842.86	9,828.32	8,042.83	7,660.47	7,113.35	12,939.78	204,733.38	300,000.00	-95,266.62
4142 - RV Sites -Non Taxable	31,490.20	38,457.12	20,075.18	7,841.95	11,110.33	11,099.67	15,552.00	15,973.00	16,029.21	167,628.66	100,000.00	67,628.66
4143 - RV Site - Add'l revenue	1,953.51	1,563.85	1,477.64	414.00	447.00	434.00	369.00	324.00	641.16	7,624.16	6,000.00	1,624.16
4144 - Transient Room Tax	5,052.61	4,540.81	4,370.12	3,093.97	1,085.77	861.22	899.66	764.07	1,275.49	21,943.72	24,000.00	-2,056.28
4145 - Reservation Fees	4,980.00	5,640.00	4,740.00	2,630.00	510.00	500.00	370.00	350.00	650.00	20,370.00	20,000.00	370.00
4147 - Hercules Payments, Online	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-0.01	-0.01	0.00	-0.01
Total 4140 - Campground Revenue	90,636.52	92,700.75	71,309.54	42,822.78	22,981.42	20,937.72	24,851.13	24,524.42	31,535.63	422,299.91	450,000.00	-27,700.09
4150 - Leases												
4151 - Building Lease - 1499 Bay St	1,200.00	1,200.00	1,209.77	1,190.23	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	10,800.00	14,400.00	-3,600.00
4152 - Building Lease - 080A Harbor St	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	0.00	1,150.00	416.67	8,766.67	14,400.00	-5,633.33
4153 - Wharf lease - ICM	4,542.08	4,542.08	4,542.08	4,542.08	4,542.08	4,542.08	4,542.08	4,917.08	417.08	37,128.72	54,000.00	-16,871.28
4154 - Wharf lease - Mo's	9,100.00	9,100.00	9,100.00	9,100.00	9,100.00	9,100.00	9,100.00	9,100.00	9,100.00	81,900.00	100,000.00	-18,100.00
4155 - Concessions	2,283.34	2,666.66	2,400.00	1,050.00	0.00	0.00	0.00	0.00	0.00	8,400.00	2,985.00	5,415.00
4156 - Docking Lease	100.00	100.00	100.00	100.00	100.00	100.00	200.27	200.27	200.27	1,200.81	1,200.00	0.81
Total 4150 - Leases	18,425.42	18,808.74	18,551.85	17,182.31	16,142.08	16,142.08	15,042.35	16,567.35	11,334.02	148,196.20	186,985.00	-38,788.80
4160 - Moorage												
4162 - Commercial Moorage	1,474.24	1,246.31	1,259.51	1,333.12	816.92	714.34	714.34	816.92	714.34	9,090.04	10,000.00	-909.96
4163 - Sport Moorage	7,337.26	18,103.42	19,773.12	7,801.47	1,922.10	2,708.04	2,793.02	2,723.04	2,958.75	66,120.22	75,500.00	-9,379.78
4165 - Liveaboard Fees	240.00	360.00	640.00	800.00	320.00	280.00	280.00	320.00	240.00	3,480.00	4,500.00	-1,020.00
Total 4160 - Moorage	9,051.50	19,709.73	21,672.63	9,934.59	3,059.02	3,702.38	3,787.36	3,859.96	3,913.09	78,690.26	90,000.00	-11,309.74
4170 - Storage	2,392.46	2,581.05	2,649.06	2,539.06	2,365.72	2,604.06	2,618.36	2,658.36	2,628.36	23,036.49	20,000.00	3,036.49
4190 - Marine Fuel	932.94	5,872.47	16,319.54	6,653.13	66.79	0.00	40.03	0.00	0.00	29,884.90	40,000.00	-10,115.10
4200 - Other Facility Income	4,241.72	4,854.93	5,357.82	4,587.70	3,110.74	466.75	1,507.86	629.51	720.18	25,477.21	25,600.00	-122.79
4500 - Levied Taxes	0.00	965.69	8,229.91	612.84	191,259.10	99,566.82	4,248.63	2,503.03	6,944.81	314,330.83	310,733.00	3,597.83
4515 - State Forest Sales	0.00	25,096.76	0.00	0.00	0.00	9,380.58	0.00	0.00	30.00	34,507.34	0.00	34,507.34
4540 - Interest Income	50.58	55.72	58.46	61.21	58.39	70.85	72.10	1,930.02	2,060.31	4,417.64	0.00	4,417.64
4550 - Maintenance Assistance Program	0.00	19,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,000.00	19,000.00	0.00
4600 - Miscellaneous Income	645.46	489.65	1,650.84	511.53	-37.51	2,976.15	593.46	6,384.75	117.14	13,331.47	10,000.00	3,331.47
4650 - Sale of Surplus Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,798.50	1,798.50	0.00	1,798.50

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
July 2018 through March 2019

											TOTAL	
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Year to Date	Budget	Variance
4840 - Grants	0.00	0.00	0.00	0.00	0.00	0.00	87,965.21	0.00	38,632.50	126,597.71	100,000.00	26,597.71
Total Income	877,968.56	190,135.49	145,799.65	84,905.15	239,005.75	155,847.39	140,726.49	59,057.40	99,714.54	1,993,160.42	1,652,318.00	340,842.42
Gross Profit	877,968.56	190,135.49	145,799.65	84,905.15	239,005.75	155,847.39	140,726.49	59,057.40	99,714.54	1,993,160.42	1,652,318.00	340,842.42
Expense												
5000 - Personal Services												
5020 - Port Manager	5,000.00	7,500.00	2,500.00	5,000.00	7,708.33	2,708.34	5,416.66	5,416.66	5,416.66	46,666.65	65,000.00	-18,333.35
5030 - Administrative Assistant	2,800.00	4,832.19	1,540.00	2,961.89	4,844.51	2,295.84	3,294.72	3,444.48	2,995.20	29,008.83	42,118.00	-13,109.17
5045 - Services Lead	2,412.44	4,058.20	1,239.75	2,441.44	3,922.26	1,826.00	2,654.08	2,774.72	2,412.80	23,741.69	34,611.00	-10,869.31
5050 - Office Assistant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29,203.00	-29,203.00
5061 - Campground Staff	1,566.00	3,186.00	1,158.00	2,121.00	1,752.00	955.68	1,048.32	898.56	798.72	13,484.28	25,958.00	-12,473.72
5075 - Maintenance I Lead	3,734.90	5,834.40	2,121.60	3,978.00	6,011.20	2,918.16	4,253.16	3,862.32	3,678.41	36,392.15	47,807.00	-11,414.85
5076 - Maintenance II	3,203.20	4,659.20	1,892.80	3,057.60	4,841.20	436.80	0.00	0.00	0.00	18,090.80	39,370.00	-21,279.20
5077 - Maintenance III	2,240.00	3,808.00	1,232.00	2,440.00	4,080.00	1,884.28	2,745.60	2,870.40	2,527.20	23,827.48	30,285.00	-6,457.52
5110 - Payroll taxes	2,162.95	3,496.86	1,206.29	2,270.18	3,185.07	1,292.31	2,020.65	2,005.09	2,529.31	20,168.71	31,435.00	-11,266.29
5180 - Health Insurance	3,132.24	3,132.24	3,132.24	3,132.24	3,132.24	3,132.24	1,566.12	2,610.20	2,610.20	25,579.96	40,000.00	-14,420.04
5181 - Life Insurance	14.22	14.22	14.22	14.22	14.22	14.22	7.11	11.85	11.85	116.13	160.00	-43.87
5182 - Dental Insurance	305.70	305.70	305.70	305.70	305.70	305.70	152.85	254.75	254.75	2,496.55	4,000.00	-1,503.45
5190 - Workers Compensation Insurance	9,412.74	0.00	0.00	-171.26	0.00	0.00	0.00	-329.45	0.00	8,912.03	10,000.00	-1,087.97
5270 - Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,068.86	4,068.86	8,000.00	-3,931.14
5275 - Compensated absences	0.00	0.00	0.00	0.00	0.00	947.31	0.00	0.00	0.00	947.31	5,000.00	-4,052.69
5280 - Overtime	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	35,984.39	40,827.01	16,342.60	27,551.01	39,796.73	18,716.88	23,159.27	23,819.58	27,303.96	253,501.43	415,947.00	-162,445.57
5300 - Material and Services												
5260 - Employee Training	75.00	0.00	29.95	0.00	10.00	0.00	0.00	50.00	0.00	164.95	1,000.00	-835.05
5310 - Grant Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00
5340 - Advertising	325.00	625.10	1,466.32	1,144.60	0.00	852.62	55.00	1,306.60	1,820.00	7,595.24	10,000.00	-2,404.76
5345 - Web Site	0.00	0.00	0.00	219.45	700.00	0.00	0.00	0.00	0.00	919.45	2,000.00	-1,080.55
5350 - Office Supplies	5.00	379.76	497.12	88.89	68.70	131.68	50.95	174.77	94.94	1,491.81	4,000.00	-2,508.19
5360 - Operation Supplies	1,892.64	1,075.37	237.25	1,411.25	962.77	751.72	809.28	306.86	411.32	7,858.46	15,000.00	-7,141.54
5370 - Marine Fuel	-78.42	-97.25	5,980.18	18,711.20	-1.04	0.00	134.42	0.00	0.00	24,649.09	45,000.00	-20,350.91
5410 - Audit	0.00	0.00	0.00	2,500.00	3,500.00	3,950.00	0.00	0.00	0.00	9,950.00	10,000.00	-50.00
5420 - Accounting Service	300.25	134.00	201.25	235.00	201.50	117.75	152.25	0.00	0.00	1,342.00	2,000.00	-658.00

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
July 2018 through March 2019

											TOTAL	
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Year to Date	Budget	Variance
5425 - Consultant services	0.00	250.00	0.00	7,600.00	0.00	-7,500.00	0.00	525.00	294.00	1,169.00	1,500.00	-331.00
5430 - Legal Services	0.00	75.00	0.00	0.00	0.00	68.50	0.00	12.50	50.00	206.00	5,000.00	-4,794.00
5435 - Legal Publications	0.00	0.00	0.00	435.13	0.00	0.00	0.00	0.00	0.00	435.13	0.00	435.13
5436 - Cost of Retail Items	286.82	35.92	0.00	52.40	0.00	151.87	0.00	0.00	0.00	527.01	800.00	-272.99
5450 - Insurance - General	0.00	0.00	0.00	0.00	0.00	0.00	0.00	54,363.00	0.00	54,363.00	53,000.00	1,363.00
5470 - Contracted Services	1,679.32	2,126.32	1,743.00	1,311.27	2,264.15	1,443.64	1,229.32	955.00	1,804.32	14,556.34	19,000.00	-4,443.66
5510 - Travel & Meeting Expense	176.97	62.85	51.85	94.70	58.85	2,707.19	42.39	855.34	-35.87	4,014.27	11,000.00	-6,985.73
5520 - Dues/Subscriptions	1,371.82	975.12	961.20	76.00	6,195.50	382.99	2,295.00	106.01	245.00	12,608.64	14,000.00	-1,391.36
5530 - Public Relations	265.00	297.13	378.09	284.14	365.00	262.91	265.00	265.00	265.00	2,647.27	3,000.00	-352.73
5540 - Events	0.00	0.00	607.41	0.00	0.00	0.00	0.00	0.00	0.00	607.41	3,000.00	-2,392.59
5550 - Telephone Expense	491.53	510.99	509.05	649.85	479.40	457.94	469.91	412.47	322.10	4,303.24	7,000.00	-2,696.76
5610 - Property Taxes	0.00	0.00	0.00	14,421.13	0.00	0.00	0.00	0.00	0.00	14,421.13	14,000.00	421.13
5620 - Transient Room Tax	5,420.50	3,705.90	3,551.71	4,770.97	863.95	1,495.02	655.57	608.19	1,106.35	22,178.16	27,000.00	-4,821.84
5700 - Facilities	2,574.41	9,270.18	4,292.64	8,128.27	6,991.18	3,724.46	4,338.97	4,739.42	1,222.93	45,282.46	53,000.00	-7,717.54
5701 - MAP Repairs	898.01	634.40	267.56	531.08	565.92	212.96	643.72	701.19	263.07	4,717.91	14,000.00	-9,282.09
5730 - Tool & Equipment Purchase	0.00	0.00	0.00	274.52	104.98	0.00	0.00	16.99	0.00	396.49	2,000.00	-1,603.51
5750 - Equipment Rental	566.19	881.30	890.24	617.89	191.27	96.27	96.27	96.27	96.27	3,531.97	7,000.00	-3,468.03
5790 - Equipment Repairs	110.00	0.00	0.00	530.00	85.00	1,521.69	86.58	12.00	80.00	2,425.27	8,000.00	-5,574.73
5800 - Utilities	12,247.56	13,877.17	13,937.64	12,036.58	9,250.94	9,256.79	10,274.69	11,235.69	9,862.31	101,979.37	117,000.00	-15,020.63
5900 - State Lease Fees	375.00	12,325.49	0.00	0.00	0.00	4,424.66	0.00	0.00	0.00	17,125.15	17,000.00	125.15
5950 - Miscellaneous	2,665.41	2,426.18	2,685.64	2,084.77	1,531.01	1,609.75	1,143.53	2,166.49	686.42	16,999.20	24,500.00	-7,500.80
Total 5300 - Material and Services	31,648.01	49,570.93	38,288.10	78,209.09	34,389.08	26,120.41	22,742.85	78,908.79	18,588.16	378,465.42	490,300.00	-111,834.58
6000 - Capital Outlay												
6060 - Operations Equipment	0.00	0.00	0.00	7,000.00	0.00	0.00	0.00	0.00	0.00	7,000.00		
6130 - Land												
6144 - C Row Erosion	1,255.00	365.00	0.00	0.00	421.00	7,500.00	58,021.18	105,877.37	0.00	173,439.55	60,000.00	113,439.55
Total 6130 - Land	1,255.00	365.00	0.00	0.00	421.00	7,500.00	58,021.18	105,877.37	0.00	173,439.55	60,000.00	113,439.55
6150 - Facilities												
6151 - Mo's Building	0.00	0.00	14,835.00	0.00	8,861.61	380.69	10,061.96	0.00	0.00	34,139.26	217,500.00	-183,360.74
Total 6150 - Facilities	0.00	0.00	14,835.00	0.00	8,861.61	380.69	10,061.96	0.00	0.00	34,139.26	217,500.00	-183,360.74
6170 - Marine Facilities												
6180 - West Basin Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	-15,000.00

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
 July 2018 through March 2019

											TOTAL	
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Year to Date	Budget	Variance
6181 - Security Cameras/Gates	0.00	0.00	0.00	0.00	0.00	9,028.78	9,631.20	0.00	0.00	18,659.98	25,000.00	-6,340.02
Total 6170 - Marine Facilities	0.00	0.00	0.00	0.00	0.00	9,028.78	9,631.20	0.00	0.00	18,659.98	40,000.00	-21,340.02
Total 6000 - Capital Outlay	1,255.00	365.00	14,835.00	7,000.00	9,282.61	16,909.47	77,714.34	105,877.37	0.00	233,238.79	317,500.00	-84,261.21
6700 - Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	-60,000.00
7000 - Debt Service												
7215 - MNIF (Dredging) #524016	0.00	0.00	0.00	0.00	5,876.15	0.00	0.00	0.00	0.00	5,876.15	5,880.00	-3.85
7216 - PRLF (MSLTD) #525186	11,599.93	0.00	0.00	11,599.93	0.00	0.00	11,599.93	0.00	0.00	34,799.79	46,400.00	-11,600.21
7225 - Banner Bank (PVIP) 1000214241	1,499.92	1,499.92	1,499.92	1,499.92	1,499.92	2,864.10	1,432.05	1,432.05	1,432.05	14,659.85	121,000.00	-106,340.15
7230 - PRLF Loan (Wharf) #525196	0.00	7,424.94	0.00	0.00	7,424.94	0.00	0.00	7,424.94	0.00	22,274.82	29,950.00	-7,675.18
7270 - SPWF (Bdwb Prj) L0004	0.00	0.00	0.00	0.00	15,961.07	0.00	0.00	0.00	0.00	15,961.07	15,970.00	-8.93
Total 7000 - Debt Service	13,099.85	8,924.86	1,499.92	13,099.85	30,762.08	2,864.10	13,031.98	8,856.99	1,432.05	93,571.68	219,200.00	-125,628.32
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	94,371.00	-94,371.00
7700 - Transfer to other funds	0.00	0.00	0.00	0.00	0.00	55,000.00	0.00	0.00	0.00	55,000.00	55,000.00	0.00
Total Expense	81,987.25	99,687.80	70,965.62	125,859.95	114,230.50	119,610.86	136,648.44	217,462.73	47,324.17	1,013,777.32	1,652,318.00	-638,540.68
Net Income	795,981.31	90,447.69	74,834.03	-40,954.80	124,775.25	36,236.53	4,078.05	-158,405.33	52,390.37	979,383.10	0.00	979,383.10

	Campground 2015/2016			Campground 2016/2017			Campground 2017/2018			Campground 2018/2019		
	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights
JULY	79%	79%	2448	74%	74%	2314	78%	78%	2452	88%	88%	2862
AUG	91%	85%	2812	88%	81%	2750	93%	86%	2953	94%	91%	3052
SEPT	88%	86%	2651	92%	85%	2776	91%	87%	2784	88%	90%	2760
OCT	49%	77%	1527	33%	72%	1027	40%	76%	1267	43%	78%	1398
NOV	26%	67%	770	15%	60%	466	28%	66%	862	30%	69%	878
DEC	17%	58%	514	12%	52%	361	24%	59%	752	32%	63%	1035
JAN	20%	53%	621	15%	47%	480	23%	54%	719	36%	59%	1168
FEB	22%	49%	634	14%	43%	401	24%	50%	688	39%	56%	1152
MAR	23%	46%	729	16%	40%	513	28%	48%	880			
APR	28%	44%	838	22%	38%	657	31%	46%	951			
MAY	36%	44%	1132	35%	38%	1112	45%	46%	1419			
JUN	46%	44%	1396	43%	38%	3875	54%	47%	1659			
TL YTD	44%	44%	16072	38%	38%	16732	47%	47%	17386	56%	56%	14305
REV YTD	\$424,844			\$439,396			\$508,194.00			\$316,888.00		

	Hiker/Biker 2017/18		2018/19	
	Guest	\$	Guest	\$
JULY	40	\$722	31	\$577.00
AUG	26	\$294	3	\$142.00
SEPT	25	\$407		
OCT	6	\$77		
NOV	3	\$35		
DEC	1	\$17		
JAN	0	\$0		
FEB	0	\$0		
MAR	5	\$44		
APR	3	\$35		
MAY	11	\$155		
JUN	12	\$139		
Total	132	\$1,925	34	\$719.00

	Moorage 2017/18			Moorage 2018/19		
	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights
JULY	42%	42%	1531	37%	37%	1374
AUG	74%	58%	2722	69%	53%	2537
SEPT	92%	69%	3285	91%	66%	3261
OCT	54%	66%	1986	49%	62%	1823
NOV	25%	57%	888	26%	54%	929
DEC	24%	52%	886	25%	50%	901
JAN	25%	48%	927	25%	46%	933
FEB	26%	45%	852	25%	43%	840
MAR	24%	43%	886			
APR	26%	41%	928			
MAY	27%	40%	986			
JUN	30%	39%	1056			
TL YTD	39%	39%	16933	43%	43%	12598
REV YTD	\$92,808.00			\$58,320.00		

**Port of Siuslaw
Resolution No. 4-17-19A**

To Transfer Funds between Appropriation Categories in the General Fund

WHEREAS, the Port of Siuslaw wants to upgrade the C Row with utilities, and

WHEREAS, the Port needs to secure permits for dredging, and

WHEREAS, Debt Service has appropriation funds available to pay for portions of expenditures due to not paying down the PVIP loan and refinancing the full amount,

THEREFORE, BE IT RESOLVED at a regular board meeting of the Port of Siuslaw Board of Commissioners, appropriations in Debt Service are being decreased in the amount of \$100,000 and appropriations in Capital Outlay are being increased by \$100,000 for C row upgrades and dredging permits per ORS 294.463:

<u>General Fund</u>	<u>Existing</u>	<u>Change</u>	<u>Adjusted</u>
Personal Services	\$415,947	\$ 0	\$415,947
Materials & Services	\$490,300	0	\$490,300
Capital Outlay	\$317,500	\$100,000	\$417,500
Contingency	\$ 60,000	\$ 0	\$ 60,000
Debt Service	\$219,200	(\$100,000)	\$119,200
Unappropriated Funds	\$ 94,371	\$ 0	\$ 94,371
Transfers Out	\$ 55,000	\$ 0	\$ 55,000
Totals	\$1,652,318	\$ 0	\$1,652,318

ADOPTED by the Port of Siuslaw Board of Commissioners this 17th day of April 2019.

By: _____
Terry Duman, Commission President

Attest: _____
Mike Buckwald, Commission Secretary

A. Campground Rates**Revised 9-16-15, Effective 11-1-15**

Site Type	Daily	Weekly	Summer Monthly (June 1 – Oct 31)	Winter Monthly (Nov 1 – May 31)
C Row, Dry	\$25	\$150	n/a	n/a
Water/Electric	\$29	\$174	\$667	\$467
Full Service	\$31	\$186	\$713	\$513
B Row, Full Svc	\$35	\$210	\$805	\$605

B. Additional Campground Fees**Revised 9-16-15, Effective 11-1-15**

Extra Persons	\$5 per day per person (maximum of 6 per site, 4 included in basic fee) \$75 per month
Extra Vehicles	\$5 per day per vehicle (1 towing and towed vehicle included in basic fee) \$75 per month
Extra Pets	\$2 per day per additional pet (1 pet included in basic fee) \$30 per month

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C. Dump Station Fees

\$5 per dump, free for Port of Siuslaw registered guests
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Section 2 Parking Fees

Daytime	Daily	Monthly	Annual
A. Parking Harbor Lot	\$2	\$15	\$60

Overnight	Quarterly	Semi-annual	Annual
B. Parking Nopal Lot	\$100	\$180	\$300

Section 3 Storage Fees**Revised 5-21-14, Effective 7-1-14**

A. Indoor Storage	\$2.50/ linear foot/ month	Blue Storage Buildings (\$50.00 minimum)
B. Commercial Gear Storage	\$0.30/square foot/ year	Working gear only, annual terms
C. Outdoor RV Storage	\$200.00 p/month	Nov 1 – Mar 31 only (Not valid for B-Row, 8 night occupancy maximum stay)

DAILY	C Row	W/E	Full	B Row	
Current	\$ 27.70	\$ 32.13	\$ 34.35	\$ 38.78	
4%	\$ 28.81	\$ 33.42	\$ 35.73	\$ 40.34	
10%	\$ 30.47	\$ 35.35	\$ 37.79	\$ 42.66	
\$5.00	\$ 33.24	\$ 37.68	\$ 39.89	\$ 44.32	
\$10.00	\$ 38.78	\$ 43.22	\$ 45.43	\$ 49.86	
Transient Tax	9.00%				
Lodging Tax	1.80%				

WEEKLY	C Row	W/E	Full	B Row	1 night free
Current	\$ 166.20	\$ 192.79	\$ 206.09	\$ 232.68	
4%	\$ 172.86	\$ 200.52	\$ 214.38	\$ 242.04	
10%	\$ 182.82	\$ 212.10	\$ 226.74	\$ 255.96	
\$5.00	\$ 199.44	\$ 226.08	\$ 239.34	\$ 265.92	
\$10.00	\$ 232.68	\$ 259.32	\$ 272.58	\$ 299.16	
Transient Tax	9.00%				
Lodging Tax	1.80%				

MONTHLY	C Row	W/E	Full	B Row	5 nights free
Current	n/a	\$467/667	\$513/713	\$605/805	
4%		\$493.68/693.68	\$541.52/741.52	\$637.20/837.20	
10%		\$533.70/733.70	\$584.30/784.30	\$685.50/885.50	
\$5.00		\$582/782	\$628/828	\$720/920	
\$10.00		\$697/897	\$743/943	\$835/1035	
No Taxes					

Service Rates

FORKLIFT

Operated, wet* **\$50.00/hr**, ½ hour minimum.
(Includes forklift operator.)

DOCK HOIST

Loading gear, bare** **\$20.00/hr**
(Free to POS commercial moorage holders.)
Loading product, bare **\$30.00/hr**

(Free to POS commercial moorage holders and for deliveries to tenant fish buyer.)

WORKBOAT

Operated, wet **\$100.00/hr**, 1 hour minimum.
(Includes 2 crew members.)

BARGE

Port Work Barge, bare **\$20.00/day**, **\$20.00** minimum.
(Plus proof of liability coverage.)

VESSEL PUMP OUT SERVICES

Emergency Pump Out **\$80.00/hr**, ½ hour minimum.
(Includes pump and one (1) responder.)

Service safety may require additional labor.)

After-hours surcharge **\$20.00/responder/call out**

Bilge Pump, electric, bare **\$20.00/day**, **\$20.00** minimum.

(Installation and monitoring additional at Port Labor rates.)

MARINE FUELING SERVICE (Dockside)

Spill Prevention Materials

Sorbent Pads **\$1.00 each**

Sorbent Pillows/Sausages **\$5.00 each**

Sorbent Booms (10') **\$125.00 each**

TOWING SERVICE

Vessel:

Port Workboat: Workboat rate (Plus Port Labor as needed.)

Contract Towboat: Cost plus **\$10.00** admin. fee

STORAGE

Covered, public **\$2.50/linear foot/month**

Outdoor RV Storage **\$200.00 per month (Nov 1- April 30)**

CAMPGROUND GAZEBO

\$25.00/day for CG guests

\$100.00/day + parking for non CG guests

OVERNIGHT PARKING (Nopal Lot only)

\$100.00/quarter, \$180.00/semi-annual, \$300.00/annual

CONCESSIONAIRE PERMITS

\$50.00/space/day

SEAFOOD SELLER PERMITS

\$100.00/annual

CHARTER/TOUR BOAT OPERATORS

\$100.00/annual

DAMAGE TO PORT FACILITIES

Contractor Cost plus legal fees plus **\$10.00**

Port Labor: Port Labor Fees

CLEAN-UP OF PORT FACILITIES

Contractor Cost plus legal fees plus **\$10.00**

Port Labor: Port Labor fees plus materials plus disposal fees

CONTRACTED SERVICES/EQUIPMENT

Cost plus \$10.00 admin fee

PORT LABOR

Straight Time \$40.00/hour/person

Overtime \$60.00/hour/person

(Overtime Rates begin after laborer's normal scheduled working hours.)

STAFF RESEARCH/CLERICAL SERVICES

\$35.00/hour/person, ¼ hour minimum.

Photocopies (Public Records) \$0.25/copy for > 10 pages

Email Retrieval (Public Records) \$0.25/scan for > 10 pages

Facsimile (Sending or Receiving) \$1.00/page

Postage/Shipping Cost plus 30%

PUBLIC RECORDS REQUESTS

[Public Records Policy](#)

[Public Records Request Form](#)

LATE FEES/FINANCE CHARGES

Moorage Fees:

Commerical Moorage Late Fee 18%/annum on balance due

Sport Moorage Late Fee 18%/annum on balance due

RV Space Rental Agreement Late Fees \$10.00/rental period

Storage Agreement Late Fee \$10.00/rental period

All accounts more than 60 (sixty) days past due are subject to a minimum administrative fee of \$10.00 per account per month, in addition to any late fees.

LEGAL FEES

Returned Check Fee \$30.00/check

Collections \$50.00 office fee per account plus, Cost of Collections, Legal plus all Port rates

Vessel Seizure \$550.00 fee (chaining, etc.) plus, Cost of Legal plus all Port labor and material cost plus fees revert to daily moorage or storage rates

Vessel Removal Cost of Legal, contract services plus all Port rates

Storage Unit Seizure \$200.00 plus cost of legal fees plus all Port rates and materials.

SURVEYOR INSPECTION

Contract Marine Surveyor Cost of survey plus \$10.00

Schedule of charges is subject to annual adjustments and periodic amendments.

* Wet means including fuel and lubricants. No extra charge for fueling.

** Bare means without an operator. User must operate the equipment.