

AGENDA
PORT OF SIUSLAW COMMISSION MEETING
Wednesday, December 16, 2020 7:00pm
Port of Siuslaw Conference Room
100 Harbor St, Florence, OR 97439 OR
Teleconference call in # 1-317-762-7200 ID# 2236457409

Join Zoom Meeting

<https://zoom.us/j/91626419458?pwd=cEtsXpwbEtaMUZUczgvRVI1ZUZYQT09>

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

1. **Call to Order** Duman
2. **Executive Session action if needed.**
3. **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.*
4. **Approval of the Agenda by consent** Duman
5. **Approval of the Minutes by consent** Duman
 - a. 11-18-20 Meeting Minutes draft
6. **Approval of the financials by consent** Stewart
 - a. Checks printed in October \$106,686.83
 - b. Occupancy for Campground is down 1% and moorage is up 1%
7. **Review of "Port of Siuslaw Commission Responsibilities"** regarding legal, auditor, insurance and banking
 - a. **Resolution 12-16-20A**
8. **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

- January 20, 2021 Board Commission Meeting,

Adjourn

Duman

MINUTES
PORT OF SIUSLAW COMMISSION MEETING
Wednesday, November 18, 2020 7:00pm
Port of Siuslaw Conference Room
100 Harbor St, Florence, OR 97439 OR
Teleconference call in # 1-317-762-7200 ID# 2236457409

Join Zoom Meeting

<https://zoom.us/j/91626419458?pwd=cEtsXpwbEtaMUZUczgvRVI1ZUZYQT09>

Commissioners present - Terry Duman, President; Robert Ward, Treasurer

Zoom attended - Mike Buckwald, Secretary; Bill Meyer, 1st VP

Via phone - Craig Zolezzi, 2nd VP

1. **Call to Order – 7:00pm**
2. **Executive Session action if needed** – Motion by Meyer to engage in contract negotiations with the manager and details to be determined. Second by Ward and vote was unanimous. Duman said Huntington's work has been exemplary.
3. **Public Comment:** *none*
4. **Approval of the Agenda by consent**
5. **Approval of the Minutes by consent**
 - a. 10-21-20 Meeting Minutes draft
6. **Approval of the financials by consent** – Stewart said bills paid in October were \$104017.87. Occupancy for the campground was up 2% and marina was up 2% over last year. Stewart mentioned the interest rate for the MMA account went down to .20%. Buckwald wanted to know if we made monthly contributions to the retirement fund. Stewart said contributions are made each month from the participating employee's paychecks and the Port contributes 5% of the employee's gross wages at the end of each calendar year. Meyer wanted to know how the 2% calculation is made. Stewart stated it's a Hercules report. Ward said it's interesting that we budgeted \$440K for the year and we are only five (5) months into the fiscal year and we are only \$22,000 from meeting the goal. Huntington said we were being optimistic because of COVID.
7. **Review of "Port of Siuslaw Commission Responsibilities"** regarding legal, auditor, insurance and banking – Huntington explained that in the Commission Responsibilities, it states that the insurance and banking shall be solicited every three (3) years and legal and auditor be reviewed every three (3) years. Brewer, Port attorney, has drawn a resolution to make all four (4) categories be reviewed every five (5) years. Huntington said the attorney stated there is not a law out there that requires us to do an RFP every three (3) years. The resolution was not in the Commissioners packets. Commissioners decided to postpone till they can review the resolution. Stewart will e-mail it in the morning.
8. **Manager and Commissioner Reports** – Huntington said we had storm damage and working on clean up. Also have put the boom logs out and hired a new maintenance employee who will start in the next week or so. We have interviews for camp host position tomorrow. Huntington said we are waiting on one (1) more

bid for the outer circle and we will be repairing the asphalt that has a large dip in it. Meyer said Urban Renewal is looking for a Commissioner to represent the Port. He would like the Commissioners to think about it. He said it not a high demand position, maybe one or two times a month and about an hour. Buckwald and Zolezzi showed possible interest.

Adjourn – 7:30

DRAFT

Port of Siuslaw
Combined Balance Sheet
As of November 30, 2020

	Nov 30, 20
ASSETS	
Current Assets	
Checking/Savings	
1006 · Umpqua General Checking	37,341.13
1007 · Umpqua Savings	103,196.38
1009 · Umpqua MMA General Fund	1,103,531.29
1011 · Umpqua MMA ICM	5,176.56
1070 · Petty Cash	1,000.00
Total Checking/Savings	1,250,245.36
Other Current Assets	
1130 · Inventory - Gas	4,467.30
1140 · Inventory - Diesel	2,063.10
1220 · Accounts Receivable	8,024.65
1250 · Taxes receivable	25,649.00
1450 · Prepaid insurance	18,865.50
1499 · Undeposited Funds	5,459.06
Total Other Current Assets	64,528.61
Total Current Assets	1,314,773.97
Fixed Assets	
1510 · Land	2,617,874.00
1515 · Land Improvements	1,967,044.50
1520 · Buildings & Docks	7,940,393.56
1525 · Equipment & Vehicles	753,005.71
1600 · Accumulated Depreciation	-690,873.00
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	5,827,420.30
TOTAL ASSETS	7,142,194.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · *Accounts Payable	11,231.36
Total Accounts Payable	11,231.36
Credit Cards	
2021 · Port Credit Card 1	5,284.30
Total Credit Cards	5,284.30
Other Current Liabilities	
2030 · Deposits Held	7,360.00
2040 · Gift Certificates	140.00
2045 · Unearned CG Revenue (Hercules)	150,079.96
2050 · Deferred Compensation Plan NRS	9,281.63
2155 · Oregon Statewide Transit Tax	-36.65
2495 · Current Ptn of Lon-Term Debt	62,177.90
Total Other Current Liabilities	229,002.84
Total Current Liabilities	245,518.50
Long Term Liabilities	
2380 · Long-Term Debt current portion	-62,177.90
2390 · OBD Loan L0004 Bdwk	67,234.42
2440 · OBD Loan 524016 Dredging	45,996.96
2491 · OBD Loan 525186 MSLTD	376,532.57
2492 · OBD Loan 525196 Wharf	282,981.69
2993 · BB Loan 1000214241 PVIP	186,014.26

Port of Siuslaw
Combined Balance Sheet
As of November 30, 2020

	<u>Nov 30, 20</u>
Total Long Term Liabilities	896,582.00
Total Liabilities	1,142,100.50
Equity	
3300 · Invested in Capital Assets	4,738,587.40
3900 · Fund Balance	-123,720.09
Net Income	1,385,226.46
Total Equity	6,000,093.77
TOTAL LIABILITIES & EQUITY	<u>7,142,194.27</u>

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
 July through November 2020

							TOTAL	
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Year to Date	Budget	Variance
Income								
4100 - Available Beginning Cash	948,963.00	0.00	0.00	0.00	0.00	948,963.00	948,963.00	0.00
4140 - Campground Revenue								
4141 - RV Sites- Taxable	61,480.14	59,727.45	72,477.94	47,784.97	11,626.15	253,096.65	320,000.00	-66,903.35
4142 - RV Sites -Non Taxable	39,451.80	51,390.71	30,235.42	9,301.99	10,852.69	141,232.61	100,000.00	41,232.61
4143 - RV Site - Add'l revenue	1,315.84	892.32	1,349.01	638.54	603.00	4,798.71	20,000.00	-15,201.29
4144 - Transient Room Tax	6,175.89	5,892.87	6,707.67	4,924.23	1,199.65	24,900.31	0.00	24,900.31
4145 - Reservation Fees	5,740.00	4,930.00	5,430.00	2,700.00	470.00	19,270.00	0.00	19,270.00
4146 - Hercules Payments, CG office	0.00	0.00	226.58	0.00	0.00	226.58	0.00	226.58
Total 4140 - Campground Revenue	114,163.67	122,833.35	116,426.62	65,349.73	24,751.49	443,524.86	440,000.00	3,524.86
4150 - Leases								
4151 - Building Lease - 1499 Bay St	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	6,000.00	14,400.00	-8,400.00
4153 - Wharf lease - ICM	4,542.08	4,542.08	4,542.08	4,542.08	4,542.08	22,710.40	54,505.00	-31,794.60
4154 - Wharf lease - Mo's	8,660.00	8,660.00	8,660.00	8,660.00	8,660.00	43,300.00	103,920.00	-60,620.00
4156 - Docking Lease	200.00	200.00	200.00	200.00	200.00	1,000.00	2,400.00	-1,400.00
Total 4150 - Leases	14,602.08	14,602.08	14,602.08	14,602.08	14,602.08	73,010.40	175,225.00	-102,214.60
4160 - Moorage								
4162 - Commercial Moorage	1,190.69	1,669.57	1,297.99	455.17	505.84	5,119.26	10,000.00	-4,880.74
4163 - Sport Moorage	10,406.82	12,854.53	17,521.53	8,908.71	3,708.33	53,399.92	62,000.00	-8,600.08
4165 - Liveaboard Fees	200.00	240.00	1,120.00	241.36	401.36	2,202.72	2,000.00	202.72
Total 4160 - Moorage	11,797.51	14,764.10	19,939.52	9,605.24	4,615.53	60,721.90	74,000.00	-13,278.10
4170 - Storage	148.36	148.36	148.36	148.36	748.36	1,341.80	1,600.00	-258.20
4190 - Marine Fuel	2,920.62	3,793.32	9,886.61	3,868.64	81.97	20,551.16	15,000.00	5,551.16
4200 - Other Facility Income	3,520.47	4,430.73	4,319.00	5,836.15	1,123.00	19,229.35	14,000.00	5,229.35
4500 - Levied Taxes	12,227.10	931.19	761.43	763.83	121,495.80	136,179.35	329,900.00	-193,720.65
4515 - State Forest Sales	0.00	0.00	16,517.61	0.00	5,937.31	22,454.92	20,000.00	2,454.92
4540 - Interest Income	189.61	194.68	200.83	218.18	174.95	978.25	5,000.00	-4,021.75
4550 - Maintenance Assistance Program	0.00	0.00	0.00	19,000.00	0.00	19,000.00	19,000.00	0.00
4600 - Miscellaneous Income	29.56	186.58	80.25	5,722.96	90.21	6,109.56	10,000.00	-3,890.44
4750 - Business Oregon Reimb Fund	0.00	0.00	0.00	0.00	0.00	0.00	33,750.00	-33,750.00
Total Income	1,108,561.98	161,884.39	182,882.31	125,115.17	173,620.70	1,752,064.55	2,086,438.00	-334,373.45
	1,108,561.98	161,884.39	182,882.31	125,115.17	173,620.70	1,752,064.55	2,086,438.00	-334,373.45

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
 July through November 2020

							TOTAL	
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Year to Date	Budget	Variance
Expense								
5000 · Personal Services								
5020 · Port Manager	8,531.25	2,843.75	5,687.50	5,687.50	5,687.50	28,437.50	70,997.00	-42,559.50
5030 · Administrative Assistant	5,739.36	1,967.68	3,980.08	3,938.16	3,764.08	19,389.36	45,428.00	-26,038.64
5045 · Services Lead	3,100.16	1,464.32	2,936.96	2,932.80	2,795.52	13,229.76	35,693.00	-22,463.24
5050 · Office Assistant	3,522.40	1,397.76	2,562.56	2,446.08	2,628.08	12,556.88	32,448.00	-19,891.12
5075 · Maintenance I Lead	5,885.44	2,023.12	4,230.16	3,862.32	4,046.24	20,047.28	49,732.00	-29,684.72
5079 · Maint II/ Staff	4,607.68	1,555.84	3,111.68	3,111.68	2,970.24	15,357.12	37,856.00	-22,498.88
5080 · Maint III / groundskeeper	2,132.90	0.00	0.00	0.00	0.00	2,132.90	32,448.00	-30,315.10
5110 · Payroll taxes	3,550.28	1,187.57	2,237.11	2,180.29	2,098.43	11,253.68	30,500.00	-19,246.32
5180 · Health Insurance	3,508.14	3,508.14	3,508.14	3,508.14	3,508.14	17,540.70	50,000.00	-32,459.30
5181 · Life Insurance	14.22	14.22	14.22	14.22	14.22	71.10	200.00	-128.90
5182 · Dental Insurance	308.76	308.76	308.76	308.76	308.76	1,543.80	4,500.00	-2,956.20
5190 · Workers Compensation Insurance	9,525.24	0.00	764.95	0.00	0.00	10,290.19	12,000.00	-1,709.81
5251 · Applicant Expenses	45.75	0.00	0.00	0.00	0.00	45.75	0.00	45.75
5270 · Retirement	0.00	0.00	0.00	0.00	0.00	0.00	13,000.00	-13,000.00
5275 · Compensated absences	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00
5280 · Overtime	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00
Total 5000 · Personal Services	50,471.58	16,271.16	29,342.12	27,989.95	27,821.21	151,896.02	422,802.00	-270,905.98
5300 · Material and Services	49,717.95	55,001.73	38,883.87	48,545.69	27,277.95	219,427.19	576,000.00	-356,572.81
6000 · Capital Outlay								
6130 · Land								
6136 · Campground Restrooms	0.00	0.00	0.00	0.00	0.00	0.00	175,000.00	-175,000.00
6139 · Harbor Parking Lot	0.00	7,825.00	0.00	0.00	0.00	7,825.00	20,000.00	-12,175.00
6146 · Landscape Pull Through Sites	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00
Total 6130 · Land	0.00	7,825.00	0.00	0.00	0.00	7,825.00	205,000.00	-197,175.00
6150 · Facilities								
6151 · Mo's Building	0.00	0.00	0.00	0.00	220.99	220.99	12,000.00	-11,779.01
6155 · Wharf/Bdwc Fire System	0.00	0.00	0.00	20,000.00	0.00	20,000.00	20,000.00	0.00
6157 · Business Oregon Fees	0.00	3,618.06	0.00	0.00	0.00	3,618.06	11,250.00	-7,631.94
6158 · CG outer Circle Electrical Upgr	0.00	0.00	0.00	0.00	0.00	0.00	75,000.00	-75,000.00
6159 · CG Pedestal Repairs	0.00	0.00	0.00	0.00	0.00	0.00	17,000.00	-17,000.00

Port of Siuslaw
Profit & Loss Budget vs. Actual - General Fund
 July through November 2020

							TOTAL	
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Year to Date	Budget	Variance
Total 6150 - Facilities	0.00	3,618.06	0.00	20,000.00	220.99	23,839.05	135,250.00	-111,410.95
Total 6000 - Capital Outlay	0.00	11,443.06	0.00	20,000.00	220.99	31,664.05	340,250.00	-308,585.95
6700 - Contingency	0.00	0.00	0.00	0.00	0.00	0.00	515,000.00	-515,000.00
7000 - Debt Service								
7215 - MNIF (Dredging) #524016	0.00	0.00	0.00	0.00	5,876.15	5,876.15	5,880.00	-3.85
7216 - PRLF (MSLTD) #525186	11,599.93	0.00	0.00	11,599.93	0.00	23,199.86	46,400.00	-23,200.14
7225 - Banner Bank (PVIP) 1000214241	1,432.05	1,432.05	1,432.05	1,432.05	1,432.05	7,160.25	17,200.00	-10,039.75
7230 - PRLF Loan (Wharf) #525196	0.00	7,424.94	0.00	0.00	7,424.94	14,849.88	29,700.00	-14,850.12
7270 - SPWF (Bdwk Prj) L0004	0.00	0.00	0.00	0.00	15,961.07	15,961.07	15,970.00	-8.93
Total 7000 - Debt Service	13,031.98	8,856.99	1,432.05	13,031.98	30,694.21	67,047.21	115,150.00	-48,102.79
7600 - Unappropriated Ending Fund Bal	0.00	0.00	0.00	0.00	0.00	0.00	44,085.00	-44,085.00
7700 - Transfer to other funds	0.00	0.00	0.00	0.00	0.00	0.00	73,151.00	-73,151.00
Total Expense	113,221.51	91,572.94	69,658.04	109,567.62	86,014.36	470,034.47	2,086,438.00	-1,616,403.53
Net Income	995,340.47	70,311.45	113,224.27	15,547.55	87,606.34	1,282,030.08	0.00	1,282,030.08

Port of Siuslaw
Profit & Loss Budget vs. Actual - Capital Maint Fund
 July through November 2020

							TOTAL	
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Year to Date	Budget	Variance
Income								
4100 - Available Beginning Cash	103,188.58	0.00	0.00	0.00	0.00	103,188.58	103,181.00	7.58
4540 - Interest Income	0.00	0.00	7.80	0.00	0.00	7.80	0.00	7.80
4700 - Incoming Transfer	0.00	0.00	0.00	0.00	0.00	0.00	73,151.00	-73,151.00
Total Income	103,188.58	0.00	7.80	0.00	0.00	103,196.38	176,332.00	-73,135.62
Gross Profit	103,188.58	0.00	7.80	0.00	0.00	103,196.38	176,332.00	-73,135.62
Expense								
7600 - Unappropriated Ending Fund Bal	0.00	0.00	0.00	0.00	0.00	0.00	176,332.00	-176,332.00
Total Expense	0.00	0.00	0.00	0.00	0.00	0.00	176,332.00	-176,332.00
Net Income	103,188.58	0.00	7.80	0.00	0.00	103,196.38	0.00	103,196.38

	Campground 2017/2018			Campground 2018/2019			Campground 2019/2020			Campground 2020-2021		
	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights	% Occ.	YTD %	Nights
JULY	78%	74%	2452	86%	78%	2862	78%	86%	2617	77%	78%	2939
AUG	93%	86%	2953	94%	90%	3052	89%	84%	2978	88%	83%	3357
SEPT	91%	87%	2784	88%	89%	2760	84%	84%	2724	88%	84%	3243
OCT	40%	76%	1267	43%	78%	1398	42%	73%	1393	47%	75%	1780
NOV	28%	66%	862	30%	68%	878	33%	65%	1059	20%	64%	752
DEC	24%	59%	752	32%	62%	1035	28%	59%	937		64%	
JAN	23%	54%	719	36%	58%	1168	25%	54%	842		64%	
FEB	24%	50%	688	39%	56%	1152	28%	51%	861		64%	
MAR	28%	48%	880	44%	55%	1417	25%	48%	847		64%	
APR	31%	46%	951	39%	53%	1232	13%	45%	423		64%	
MAY	45%	46%	1419	44%	52%	1418	13%	42%	417		64%	
JUN	54%	47%	1659	45%	52%	1452	48%	42%	1566		64%	
TL YTD	47%	47%	17386	52%	52%	19824	42%	42%	16664		64%	
REV YTD	\$508,194.00			\$549,278.00			\$519,620.00			\$441,076.00		

	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		53%	
JAN	26%	45%	961		53%	
FEB	26%	42%	903		53%	
MAR	26%	40%	934		53%	
APR	26%	39%	914		53%	
MAY	30%	38%	1088		53%	
JUN	39%	38%	1367		53%	
TL YTD	38%	38%	16585		53%	
REV YTD	\$97,214.00			\$62,484.00		

Port of Siuslaw
Profit & Loss Prev Year Comparison
July through November 2020

	<u>Jul - Nov 20</u>	<u>Jul - Nov 19</u>	<u>\$ Change</u>	<u>% Change</u>
Income				
4100 · Available Beginning Cash	1,052,151.58	1,175,878.82	-123,727.24	-10.5%
4140 · Campground Revenue	443,524.86	355,297.92	88,226.94	24.8%
4150 · Leases	73,010.40	86,776.75	-13,766.35	-15.9%
4160 · Moorage	60,721.90	57,359.31	3,362.59	5.9%
4170 · Storage	1,341.80	7,689.30	-6,347.50	-82.6%
4190 · Marine Fuel	20,551.16	23,547.02	-2,995.86	-12.7%
4200 · Other Facility Income	19,229.35	18,502.90	726.45	3.9%
4500 · Levied Taxes	136,179.35	214,501.78	-78,322.43	-36.5%
4515 · State Forest Sales	22,454.92	21,516.73	938.19	4.4%
4540 · Interest Income	986.05	8,757.57	-7,771.52	-88.7%
4550 · Maintenance Assistance Program	19,000.00	19,000.00	0.00	0.0%
4600 · Miscellaneous Income	6,109.56	4,726.75	1,382.81	29.3%
4700 · Incoming Transfer	0.00	60,000.00	-60,000.00	-100.0%
Total Income	<u>1,855,260.93</u>	<u>2,053,554.85</u>	<u>-198,293.92</u>	<u>-9.7%</u>
Gross Profit	1,855,260.93	2,053,554.85	-198,293.92	-9.7%
Expense				
5000 · Personal Services	151,896.02	150,483.42	1,412.60	0.9%
5300 · Material and Services	219,427.19	206,902.00	12,525.19	6.1%
6000 · Capital Outlay	31,664.05	148,911.69	-117,247.64	-78.7%
7000 · Debt Service	67,047.21	67,047.21	0.00	0.0%
7700 · Transfer to other funds	0.00	60,000.00	-60,000.00	-100.0%
Total Expense	<u>470,034.47</u>	<u>633,344.32</u>	<u>-163,309.85</u>	<u>-25.8%</u>
Net Income	<u><u>1,385,226.46</u></u>	<u><u>1,420,210.53</u></u>	<u><u>-34,984.07</u></u>	<u><u>-2.5%</u></u>

Port of Siuslaw
Resolution 12-16-20A

A Resolution to Amend Port's Commission Rules, Regulations, Duties and Responsibilities

WHEREAS, the Port of Siuslaw Commission Rules, Regulations, Duties and Responsibilities document states that the Commissioners shall review the adequacy of and cost/benefit for the Port's legal counsel and its insurance agent of record, as well as a requirement to solicit for a qualified auditor and an insurance agent of record; and

WHEREAS, the Port has received consistent low-cost qualified services from its legal counsel, auditor, insurance agent of record and banking institution; and

WHEREAS, the Port believes that the best interests of the Port are maintained with a longer periodic review period and without a requirement for formal solicitation and its concomitant costs: now

THEREFORE, be it resolved:

1. The Commission of the Port of Siuslaw amends the above-referenced Policy by removing the requirement for a three (3) year review of the Commission's selection for Legal Counsel and replacing that requirement with a five (5) year review.
2. The Commission of the Port of Siuslaw amends the above-referenced Policy by removing the requirement for a three (3) year review of the Commission's selection for an Auditor and replacing that with a five (5) year review.
3. The Commission of the Port of Siuslaw amends the above-referenced Policy by removing the requirement to solicit every three (3) years for an Insurance Agent of Record to a requirement for a five (5) year review.
4. The Commission of the Port of Siuslaw amends the above-referenced Policy by removing the requirement to solicit every three (3) years for banking services to a requirement for a five (5) year review.

ADOPTED by the Port of Siuslaw Board of Commissioners this 18th day of November 2020.

By: _____

Attest: _____