

PORT OF BROOKINGS HARBOR
Board of Commissioners
Regular Meeting Agenda

Harbor Fire / Harbor Water District
Conference Room
98069 W Benham Lane
Harbor OR 97415

Tuesday, June 19, 2018 • 6:30 pm

(Immediately follow the Budget Hearing if the hearing is not over by 6:30 p.m.)

Agenda

- 1. Call to Order, Pledge of Allegiance, and Roll Call**
- 2. Approval of Agenda**
- 3. Executive Session ORS 192.660 (2)(h)**
 - h. To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.
- 4. Agenda Related Public Comments ***
- 5. Financial Review**
- 6. Managers Report & Operational Report**
- 7. Old Business**
 - a. Kathy's Corner Market Update
 - b. Bounders Crab Shack
 - c. Appointments of 1 or 2 Commissioners
- 8. New Business**
 - a. Resolution 493, Port Rates
 - b. Resolution 494, adopting the Budget proposed and approved for the fiscal year 2018-19 and making appropriations for said year
 - c. Resolution 495, Tender of Defense in Dehlinger Litigation
- 9. Commissioners Report**
- 10. Non-Agenda Related Public Comments ***
- 11. Adjournment**

* Limited to a maximum of three minutes per person. A "Public Comment Request", located near the entrance, must be completed and turned into the President prior to the beginning of the meeting.

FULL MEETING PACKET AVAILABLE AT www.portofbrookingsharbor.com

This Institution is an Equal Opportunity Provider.

Executive Session

This executive session of the Port of Brookings Harbor Board of Directors is called pursuant to ORS 192.660 (2) (h) To consult with counsel concerning legal rights and duties regarding current litigation and litigation likely to be filed.

Any member of the media that is here may remain. However, the Board will require that any information derived from this meeting may not be disclosed pursuant to ORS 192.660(4).

Port of Brookings Harbor
Balance Sheet
As of April 30, 2018

Apr 30, 18

ASSETS

Current Assets

Checking/Savings

1001 · CASH & CASH EQUIVALENTS

1002 · General Funds Ckg Umpqua 3634 53,341.97

1005 · General Fund LGIP 6017 111,684.02

Total 1001 · CASH & CASH EQUIVALENTS 165,025.99

1006 · Cash on Hand/Petty Cash

1008 · Office/Financial Assistant 275.52

1010 · Fuel Dock Cash Drawer 400.00

1012 · RV Park Cash Drawer 620.00

1014 · Office/Reception Cash Drawer 200.00

Total 1006 · Cash on Hand/Petty Cash 1,495.52

1020 · RESTRICTED - CASH/EQUIVALENTS

1022 · USDA BOND Umpqua MM 9529 2,503.30

1024 · Capital Projects Umpqua 8018 2,573.68

1028 · Debt Service Umpqua MM 8627

1028.1 · IFA LOAN SAVINGS 2,503.74

1028.2 · TRAVEL LIFT 200.00

1028.3 · GENIE FORKLIFT 35.29

1028.4 · FORD F-150 200.00

Total 1028 · Debt Service Umpqua MM 8627 2,939.03

1030 · Oregon State Treasury LGIP

1032 · USDA Bond Fund LGIP 6021 73,492.02

1034 · Capital Projects Fund LGIP 6019 66,645.20

1036 · Reserve Fund LGIP 6018 11,078.07

1038 · Debt Service Fund LGIP 6020

1038.1 · IFA LOAN 35,911.98

1038.2 · TRAVELIFT 2,490.00

1038.3 · GENIE FORKLIFT 1,091.00

1038.4 · FORD F-150 10,000.00

Total 1038 · Debt Service Fund LGIP 6020 49,492.98

Total 1030 · Oregon State Treasury LGIP 200,708.27

Total 1020 · RESTRICTED - CASH/EQUIVALENTS 208,724.28

Total Checking/Savings 375,245.79

Accounts Receivable

1200 · Accounts Receivable Account 59,708.95

Total Accounts Receivable 59,708.95

Other Current Assets

1210 · A/R-Auditor Adjustment Account 32,891.00

1305 · FUEL Inventory 24,226.15

1310 · Prepaid Insurance 8,230.00

Port of Brookings Harbor
Balance Sheet
As of April 30, 2018

Apr 30, 18

1320 · Due from Other Port Funds		
1322 · Due from Capital Projects Fund	54,204.19	
Total 1320 · Due from Other Port Funds		54,204.19
1330 · Trans out to Other Port Funds		
1334 · Trans out to Capital Proj Fund	96,934.46	
1336 · Trans out to Reserve Fund	11,000.00	
1338 · Trans out to USDA Bond Fund	145,650.60	
1340 · Trans out to Debt Service Fund	321,676.27	
Total 1330 · Trans out to Other Port Funds		575,261.33
1400 · RECEIVABLES		
1402 · Tax Appropriations Receivable	22,893.00	
1405 · Grants Receivables		
1408 · Dock Renovation L16010	41,578.00	
1409 · Boarding Docks FG#1587	148,583.27	
Total 1405 · Grants Receivables		190,161.27
Total 1400 · RECEIVABLES		213,054.27
1499 · Undeposited Funds		4,002.90
Total Other Current Assets		911,869.84
Total Current Assets		1,346,824.58
Fixed Assets		
1600 · Fixed Asset		
1605 · Construction in Progress	1,537,645.75	
1610 · Land	2,537,448.00	
1615 · Idle & Impaired Assets	557,163.00	
1620 · Buildings & Docks	14,504,923.68	
1630 · Equipment		
1632 · 2017-50 BFMII Travelift	343,750.00	
1635 · 2017 Ford F250 Truck	25,701.50	
1636 · 2018 Genie Forklift GTH-1256	147,852.00	
1630 · Equipment - Other	190,982.00	
Total 1630 · Equipment		708,285.50
Total 1600 · Fixed Asset		19,845,465.93
1690 · Allowance for depreciation		-5,123,949.00
Total Fixed Assets		14,721,516.93
TOTAL ASSETS		16,068,341.51

Port of Brookings Harbor
Balance Sheet
As of April 30, 2018

Apr 30, 18

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 · General Fund Accts Payable	29,470.05
2002 · Capital Projects Accts Payable	186,396.50

Total Accounts Payable	215,866.55
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Credit Cards

2008 · RCU VISA ACCT	759.49
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Total Credit Cards	759.49
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Other Current Liabilities

2012 · ACCRUED BENEFITS	22,830.55
2013 · Accrued Int Payable-Restricted	81,705.00
2015 · DEFERRED REVENUE	44,555.00

2020 · Security Deposits C/R	10,586.53
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2022 · Key Deposit	860.00
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2026 · Deposits Payable	1,000.00
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2120 · Due to Other Port Funds	
2122 · Due to Capital Projects Fund	54,204.19

Total 2120 · Due to Other Port Funds	54,204.19
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2130 · Trans in to Other Port Funds

2134 · Trans in to Capital Proj Fund	96,934.46
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2136 · Trans in to Reserve Fund	11,000.00
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2138 · Trans in to USDA Bond Fund	145,650.60
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2140 · Trans in to Debt Service Fund	321,676.27
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Total 2130 · Trans in to Other Port Funds	575,261.33
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2150 · Current Portion of LT Debt	377,043.00
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Total Other Current Liabilities	1,168,045.60
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Total Current Liabilities	1,384,671.64
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Long Term Liabilities

2200 · Notes Payable

Revenue Bonds Payable

2280 · USDA #97-02	1,222,071.87
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Total Revenue Bonds Payable	1,222,071.87
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2205 · 50 BFMII Travelift Mobile Boat	264,878.75
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2212 · Ford F150 Truck	-500.00
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2215 · 2018 Genie Reach Forklift	98,048.59
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2235 · Land Purchase-Kyle Aubin	16,200.00
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Port of Brookings Harbor
Balance Sheet
As of April 30, 2018

Apr 30, 18

2250 · OEDD/Restructure Prin Pmts		
IFA/OBDD LOANS		
2256 · IFA/OBDD #520139/Boardwalk	79,662.50	
2257 · IFA/OBDD #525172/RV Park Improv	140,257.74	
2258 · IFA/OBDD #525176/Green Bldg	313,253.03	
2259 · IFA/OBDD #525181/EurekaFishery	207,387.70	
Total IFA/OBDD LOANS	740,560.97	
IFA/SPWF LOANS		
2261 · IFA/SPWF L02009/Cold Storage	839,733.50	
2263 · IFA/SPWF L96003/RV Park Beach	77,179.52	
2264 · IFA/SPWF L98004/Dock Improv	231,229.45	
2265 · L02001/Marine Fueling Dock	210,517.08	
2266 · X03004/Eureka Fishery Invoice	224,877.64	
Total IFA/SPWF LOANS	1,583,537.19	
Total 2250 · OEDD/Restructure Prin Pmts	2,324,098.16	
Total 2200 · Notes Payable		3,924,797.37
2207 · Accrued interest payable		2,730,127.00
2290 · Less current portion		-377,043.00
Total Long Term Liabilities		6,277,881.37
Total Liabilities		7,662,553.01
Equity		
2900 · Port Equity Account		7,877,634.61
3900 · RETAINED EARNINGS		15,526.00
Net Income		512,627.89
Total Equity		8,405,788.50
TOTAL LIABILITIES & EQUITY		16,068,341.51

Port of Brookings Harbor
Port Profit & Loss
April 2018

Accrual Basis

	Apr 18
Ordinary Income/Expense	
Income	
4100 · MARINA/ADMINISTRATION	
4120 · Finance Charges/Income	315.37
4125 · Administrative Fees	150.25
4130 · Boat Launch	1,895.00
4135 · Storage	8,774.98
4140 · Other Revenue	2,500.00
4300 · MOORAGE	
4310 · Commercial Slip Rent	2,165.40
4320 · Recreational Slip Rent	37,950.19
4325 · Transient	1,516.11
4340 · Moorage Electric	4,332.94
Total 4300 · MOORAGE	45,964.64
Total 4100 · MARINA/ADMINISTRATION	59,600.24
4200 · COMMERCIAL RETAIL	
4210 · Commercial Retail Lease	49,635.63
4211 · CR/ Electric	59.82
4212 · CR/ Water	90.00
4214 · CR/ Sewer	156.66
4222 · CPI-U	382.25
Total 4200 · COMMERCIAL RETAIL	50,324.36
4400 · RV PARK	
4410 · Space Rental	37,995.00
4440 · Laundry & Showers	628.25
4450 · Wood Sales	115.00
4460 · Dump Charges	5.00
4470 · Misc Purchases & Sales	80.00
Total 4400 · RV PARK	38,823.25
4500 · FUEL SALES	53,784.56
4600 · BOATYARD	
4630 · Other Services & Sales	1,443.00
4635 · Travel Lift Haul Out	768.00
4640 · Labor	120.00
4645 · Telehandler	660.00
4655 · Yard Days	856.00
Total 4600 · BOATYARD	3,847.00
Total Income	206,379.41
Gross Profit	206,379.41
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5012 · OFFICE STAFF	
5016 · Wages/Port Office	7,320.44
5018 · Wages/RV Park	2,161.21
Total 5012 · OFFICE STAFF	9,481.65
5020 · OPERATIONS STAFF	
5021 · Wages/Boatyard	2,595.26
5022 · Wages/Comm Retail	924.35
5023 · Wages/Fuel Dock	656.62
5025 · Wages/Marina	6,486.42
5026 · Wages/RV Park	1,288.61
5028 · Wages/Capital Projects	62.11
Total 5020 · OPERATIONS STAFF	12,013.37
5040 · OVERTIME	
5042 · OFFICE/OVERTIME	
5044 · Overtime/Port Office	1,298.02

**Port of Brookings Harbor
Port Profit & Loss
April 2018**

Accrual Basis

	Apr 18
5046 · Overtime/RV Park Office	67.55
Total 5042 · OFFICE/OVERTIME	1,365.57
5050 · OPERATIONS/OVERTIME	
5051 · Overtime/Boatyard	14.72
5053 · Overtime/Fuel Dock	235.56
Total 5050 · OPERATIONS/OVERTIME	250.28
Total 5040 · OVERTIME	1,615.85
Total 5010 · WAGES & SALARIES	23,110.87
5060 · EMPLOYEE COSTS & BENEFITS	
5068 · Paid Time Off	1,137.71
5070 · Payroll Taxes	2,743.35
5076 · Health Care and Dental	1,217.85
5090 · SEP Retirement	
5094 · Office	1,005.48
5096 · Operations	1,419.34
Total 5090 · SEP Retirement	2,424.82
Total 5060 · EMPLOYEE COSTS & BENEFITS	7,523.73
Total 5000 · PERSONNEL SERVICES/PAYROLL	30,634.60
6001 · ADVERTISING & NOTIFICATIONS	
6004 · Legal Notices	2,056.53
Total 6001 · ADVERTISING & NOTIFICATIONS	2,056.53
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	7,699.93
6115 · Services & Supplies	3,855.54
6135 · Security Contract	1,180.00
Total 6100 · REPAIRS & MAINTENANCE	12,735.47
6150 · FUEL purchased for resale	45,336.59
6200 · UTILITIES	
6210 · Telecommunications	442.94
6220 · Electric	8,506.47
6230 · Water	1,231.78
6250 · Waste Management	4,199.51
6260 · Cable TV	456.99
Total 6200 · UTILITIES	14,837.69
6300 · OFFICE EXPENSE	
6315 · Office Services & Supplies	578.45
6320 · Leased Equipment(incl'g copier)	1,460.14
6345 · Postage	319.11
Total 6300 · OFFICE EXPENSE	2,357.70
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	1,520.74
6360 · Bank Service Charge/Fees	0.79
6365 · Finance Charge/Late Fee	25.54
Total 6350 · BANK SERVICE & FINANCE FEES	1,547.07
6400 · TRAVEL & ENTERTAINMENT	
6425 · Mileage Reimbursement	225.52
Total 6400 · TRAVEL & ENTERTAINMENT	225.52
6500 · PERMITS, LICENSES, TAXES & MISC	
6510 · Conferences/Education/Meetings	66.62
	66.62

**Port of Brookings Harbor
Port Profit & Loss
April 2018**

Accrual Basis

	Apr 18
Total 6500 · PERMITS, LICENSES, TAXES & MISC	66.62
6800 · INSURANCE; PROP & CAS, BOND	6,370.00
6900 · PROFESSIONAL FEES	
6924 · Management Consulting	3,000.00
6935 · Legal	3,242.23
6945 · IT Support/Services	149.00
6955 · Payroll Administration Fee	231.71
Total 6900 · PROFESSIONAL FEES	6,622.94
Total Expense	122,790.73
Net Ordinary Income	83,588.68
Other Income/Expense	
Other Income	
7000 · PROPERTY TAX	
7010 · Previously Levied Tax	435.81
7020 · Current Tax Levy	1,063.33
Total 7000 · PROPERTY TAX	1,499.14
7100 · INTEREST & DIVIDENDS INCOME	506.23
7110 · MISC INCOME	
7120 · Restitution & Settlements	300.00
7160 · REFUNDS	8,245.25
Total 7110 · MISC INCOME	8,545.25
Total Other Income	10,550.62
Other Expense	
8100 · FEMA EXPENSES	
8250 · HMGP-FEMA & GRANTS EXPENSE	2,050.00
Total 8100 · FEMA EXPENSES	2,050.00
8200 · GRANT EXPENSES	
8212 · Boarding Docks/Launch FG #1587	184,346.50
Total 8200 · GRANT EXPENSES	184,346.50
8400 · DEBT SERVICE FUND	
8430 · Paid Interest	
8443 · 50 BFMII Travellift Interest	1,229.77
8444 · 2018 Genie Forklift Interest	511.34
Total 8430 · Paid Interest	1,741.11
Total 8400 · DEBT SERVICE FUND	1,741.11
Total Other Expense	188,137.61
Net Other Income	-177,586.99
Net Income	-93,998.31

**Port of Brookings Harbor
Profit & Loss Budget Performance**

Accrual Basis

July 2017 through April 2018

Ordinary Income/Expense	Jul '17 - Apr 18	Budget	% of Budget
Income			
4100 · MARINA/ADMINISTRATION			
4110 · Returned Check Charges			
4120 · Finance Charges/Income	3,771.87		
4125 · Administrative Fees	417.75		
4126 · Revenue/Collections	692.51		
4130 · Boat Launch	19,786.00		
4135 · Storage	46,625.29		
4140 · Other Revenue	4,026.40		
4300 · MOORAGE			
4310 · Commercial Slip Rent	95,320.48		
4320 · Recreational Slip Rent	276,824.57		
4325 · Transient	10,577.45		
4330 · Liveaboard	4,050.00		
4335 · Dock Box	877.98		
4340 · Moorage Electric	35,160.73		
4350 · Other Fees	3,162.00		
Total 4300 · MOORAGE	425,973.21		
4100 · MARINA/ADMINISTRATION - Other		731,532.00	
Total 4100 · MARINA/ADMINISTRATION	501,293.03	731,532.00	68.5%
4200 · COMMERCIAL RETAIL			
4210 · Commercial Retail Lease	419,142.40		100.0%
4211 · CR/ Electric	1,545.34		
4212 · CR/ Water	856.00		
4214 · CR/ Sewer	956.04		
4215 · Property Tax	168.75		
4222 · CPI-U	1,748.62		
4200 · COMMERCIAL RETAIL - Other		559,042.00	
Total 4200 · COMMERCIAL RETAIL	424,417.15	559,042.00	75.9%
4400 · RV PARK			
4410 · Space Rental	437,271.00		100.0%
4440 · Laundry & Showers	5,297.71		
4450 · Wood Sales	2,120.00		
4460 · Dump Charges	50.00		
4470 · Misc Purchases & Sales	679.19		
4400 · RV PARK - Other		545,395.00	
Total 4400 · RV PARK	445,417.90	545,395.00	81.7%
4500 · FUEL SALES	343,316.88	564,761.00	60.8%
4600 · BOATYARD			
4625 · Emergency Response & Repair	2,400.00		
4630 · Other Services & Sales	14,857.75		
4635 · Travel Lift Haul Out	15,801.51		
4640 · Labor	4,860.00		
4645 · Telehandler	660.00		
4655 · Yard Days	36,594.44		
4600 · BOATYARD - Other		222,240.00	
Total 4600 · BOATYARD	75,173.70	222,240.00	33.8%
4900 · PROPERTY GROUND USE			
4910 · Grounds Use Fee	4,470.00		
4920 · Labor	350.00		
4930 · Material/Repair	100.00		
4900 · PROPERTY GROUND USE - Other		12,100.00	
Total 4900 · PROPERTY GROUND USE	4,920.00	12,100.00	40.7%
Total Income	1,794,538.66	2,635,070.00	68.1%
Gross Profit	1,794,538.66	2,635,070.00	68.1%

**Port of Brookings Harbor
Profit & Loss Budget Performance**

Accrual Basis

July 2017 through April 2018

Expense	Jul '17 - Apr 18	Budget	% of Budget
5000 · PERSONNEL SERVICES/PAYROLL			
5010 · WAGES & SALARIES			
5012 · OFFICE STAFF			
5014 · Salary/Port Manager	98,299.54	80,404.00	122.3%
5016 · Wages/Port Office	76,911.27	116,778.00	65.9%
5018 · Wages/RV Park	34,035.27	34,466.00	98.8%
Total 5012 · OFFICE STAFF	209,246.08	231,648.00	90.3%
5020 · OPERATIONS STAFF			
5021 · Wages/Boatyard	39,565.75	111,195.00	35.6%
5022 · Wages/Comm Retail	6,839.76	16,091.00	42.5%
5023 · Wages/Fuel Dock	6,377.74	21,000.00	30.4%
5024 · Wages/Land Use	202.10	1,050.00	19.2%
5025 · Wages/Marina	44,707.64	46,787.00	95.6%
5026 · Wages/RV Park	4,851.78	15,231.00	31.9%
5028 · Wages/Capital Projects	10,397.38		
5020 · OPERATIONS STAFF - Other		1,879.00	
Total 5020 · OPERATIONS STAFF	112,942.15	213,233.00	53.0%
5030 · BONUS	1,800.00		
5040 · OVERTIME			
5042 · OFFICE/OVERTIME			
5044 · Overtime/Port Office	3,219.75	2,100.00	153.3%
5046 · Overtime/RV Park Office	2,741.04		
5042 · OFFICE/OVERTIME - Other			
Total 5042 · OFFICE/OVERTIME	5,960.79	2,100.00	283.8%
5050 · OPERATIONS/OVERTIME			
5051 · Overtime/Boatyard	4,640.21	3,399.00	136.5%
5052 · Overtime/Comm Retail	655.70	576.00	113.8%
5053 · Overtime/Fuel Dock	650.19	1,050.00	61.9%
5054 · Overtime/Land Use	229.95		
5055 · Overtime/Marina	2,311.16		
5056 · Overtime/RV Park Operations	132.48		
5057 · Overtime/Capital Projects	1,536.22		
Total 5050 · OPERATIONS/OVERTIME	10,155.91	5,025.00	202.1%
5040 · OVERTIME - Other			
Total 5040 · OVERTIME	16,116.70	7,125.00	226.2%
5010 · WAGES & SALARIES - Other			
Total 5010 · WAGES & SALARIES	340,104.93	452,006.00	75.2%
5060 · EMPLOYEE COSTS & BENEFITS			
5062 · Disability Bank	905.57		
5064 · Paid Holidays	10,502.30		
5068 · Paid Time Off	23,058.65		
5070 · Payroll Taxes	39,395.07		
5072 · Workers Compensation	9,471.36	6,973.00	135.8%
5074 · Personal Vehicle Allowance	2,700.73		
5076 · Health Care and Dental	50,385.17	54,777.00	92.0%
5090 · SEP Retirement			
5092 · Port Manager	10,868.16		
5094 · Office	11,278.30		
5096 · Operations	15,106.22		
Total 5090 · SEP Retirement	37,252.68		
5060 · EMPLOYEE COSTS & BENEFITS - Other		82,500.00	
Total 5060 · EMPLOYEE COSTS & BENEFITS	173,671.53	144,250.00	120.4%

**Port of Brookings Harbor
Profit & Loss Budget Performance**

Accrual Basis

July 2017 through April 2018

	Jul '17 - Apr 18	Budget	% of Budget
5000 · PERSONNEL SERVICES/PAYROLL - Other			
Total 5000 · PERSONNEL SERVICES/PAYROLL	513,776.46	596,256.00	86.2%
6000 · MATERIALS & SERVICES			
6001 · ADVERTISING & NOTIFICATIONS			
6002 · Marketing & Advertising	5,202.75		
6004 · Legal Notices	5,041.94		
6001 · ADVERTISING & NOTIFICATIONS - Other		6,549.00	
Total 6001 · ADVERTISING & NOTIFICATIONS	10,244.69	6,549.00	156.4%
6100 · REPAIRS & MAINTENANCE			
6110 · Maintenance & Repairs	70,260.02		100.0%
6115 · Services & Supplies	85,718.47		
6120 · Landscaping & Beautification	4,575.00		
6125 · Tools-Under \$5,000	790.30		
6135 · Security Contract	10,495.00		
6140 · Dredging Expense			
6100 · REPAIRS & MAINTENANCE - Other		241,072.00	
Total 6100 · REPAIRS & MAINTENANCE	171,838.79	241,072.00	71.3%
6150 · FUEL purchased for resale	286,772.10	440,400.00	65.1%
6200 · UTILITIES			
6210 · Telecommunications	7,106.29		
6220 · Electric	79,517.90		100.0%
6230 · Water	14,962.40		
6240 · Sanitary	34,825.73		
6250 · Waste Management	80,705.18		100.0%
6260 · Cable TV	4,493.74		
6270 · Propane Gas	739.60		
6200 · UTILITIES - Other		316,389.00	
Total 6200 · UTILITIES	222,350.84	316,389.00	70.3%
6300 · OFFICE EXPENSE			
6315 · Office Services & Supplies	4,855.14		
6320 · Leased Equipment(incl'g copier)	16,160.24		
6330 · Dues, Subs & Pubs	12,569.91		
6345 · Postage	2,060.90		
6300 · OFFICE EXPENSE - Other		53,806.00	
Total 6300 · OFFICE EXPENSE	35,646.19	53,806.00	66.2%
6350 · BANK SERVICE & FINANCE FEES			
6335 · Merchant Services Fees	19,940.69		
6360 · Bank Service Charge/Fees	1,095.91		
6365 · Finance Charge/Late Fee	25.54		
6350 · BANK SERVICE & FINANCE FEES - Other		28,505.00	
Total 6350 · BANK SERVICE & FINANCE FEES	21,062.14	28,505.00	73.9%
6400 · TRAVEL & ENTERTAINMENT			
6420 · Meals & Other	50.00		
6425 · Mileage Reimbursement	2,219.19		
6400 · TRAVEL & ENTERTAINMENT - Other		2,340.00	
Total 6400 · TRAVEL & ENTERTAINMENT	2,269.19	2,340.00	97.0%
6500 · PERMITS, LICENSES, TAXES & MISC			
6510 · Conferences/Education/Meetings	1,741.94		100.0%
6525 · Lodging Taxes	9,409.50		
6545 · Taxes-Property	1,453.90		
6565 · County Processing Fees	5.50		
6575 · Permits & Licenses	1,863.90		
6582 · Lien Expenses	157.00		
6500 · PERMITS, LICENSES, TAXES & MISC - Ot...		20,208.00	

Port of Brookings Harbor Profit & Loss Budget Performance

Accrual Basis

July 2017 through April 2018

	Jul '17 - Apr 18	Budget	% of Budget
Total 6500 · PERMITS, LICENSES, TAXES & MISC	14,631.74	20,208.00	72.4%
6585 · HARBOR RFPD SERVICE	15,000.00	15,000.00	100.0%
6600 · BAD DEBT	8,860.84	5,507.00	160.9%
6800 · INSURANCE; PROP & CAS, BOND			
6815 · Volunteer Insurance			
6800 · INSURANCE; PROP & CAS, BOND - Other	73,094.90	96,852.00	75.5%
Total 6800 · INSURANCE; PROP & CAS, BOND	73,094.90	96,852.00	75.5%
6900 · PROFESSIONAL FEES			
6910 · Accounting	100.00		
6920 · Audit	14,777.15		
6922 · Engineering Services	200.00		
6924 · Management Consulting	9,000.00		
6925 · Consultants	12,197.82		
6935 · Legal	40,296.45		
6945 · IT Support/Services	9,869.99		
6955 · Payroll Administration Fee	3,135.04		
6900 · PROFESSIONAL FEES - Other		63,272.00	
Total 6900 · PROFESSIONAL FEES	89,576.45	63,272.00	141.6%
Total Expense	1,465,124.33	1,886,156.00	77.7%
Net Ordinary Income	329,414.33	748,914.00	44.0%
Other Income/Expense			
Other Income			
7000 · PROPERTY TAX			
7010 · Previously Levied Tax	13,154.89		
7020 · Current Tax Levy	213,750.62		
7000 · PROPERTY TAX - Other		205,000.00	
Total 7000 · PROPERTY TAX	226,905.51	205,000.00	110.7%
7100 · INTEREST & DIVIDENDS INCOME	2,097.68		
7110 · MISC INCOME			
7115 · Coos Curry CO-OP Patronage	7,954.06		
7120 · Restitution & Settlements	5,633.58		
7135 · Worker's Comp. Refund	1,210.93		
7140 · Workers' Compensation Claims	3,704.23		
7155 · Donations	12,003.00		100.0%
7160 · REFUNDS	8,633.25		
7110 · MISC INCOME - Other	96,947.65		
Total 7110 · MISC INCOME	136,086.70		100.0%
7170 · Sale of Assets	6,883.40		
7200 · GRANT REVENUES			
7212 · Trench Drain - FG #1587	14,184.00		
7240 · MAP Grant	4,785.00		
7200 · GRANT REVENUES - Other		1,880,213.00	
Total 7200 · GRANT REVENUES	18,969.00	1,880,213.00	1.0%
7300 · FEMA REVENUE		819,761.00	
Total Other Income	390,942.29	2,904,974.00	13.5%
Other Expense			
8055 · CAPITAL PROJECTS/REPAIRS			
8065 · Sewer Repair	32,433.82		
8300 · CAPITAL OUTLAYS; GENERAL FUND	1,190.00		100.0%
8055 · CAPITAL PROJECTS/REPAIRS - Other		65,000.00	
Total 8055 · CAPITAL PROJECTS/REPAIRS	33,623.82	65,000.00	51.7%
8100 · FEMA EXPENSES			
8125 · FEMA/OEM Fuel Ramp Repairs	2,924.34		
8128 · FEMA/Basin 2 Slopes	6,350.00		

**Port of Brookings Harbor
Profit & Loss Budget Performance**

Accrual Basis

July 2017 through April 2018

	Jul '17 - Apr 18	Budget	% of Budget
8250 · HMGP-FEMA & GRANTS EXPENSE	4,900.00		
8100 · FEMA EXPENSES - Other		1,000,000.00	
Total 8100 · FEMA EXPENSES	14,174.34	1,000,000.00	1.4%
8200 · GRANT EXPENSES			
8210 · Parking Improvement Grant #1481	29,720.91		
8212 · Boarding Docks/Launch FG #1587	185,194.50		
8215 · MAP Grant	7.16		
8235 · Dock Repair L16010 Interim loan			
8240 · Basin 1 Piling Project	11,159.57		
8200 · GRANT EXPENSES - Other		529,785.00	
Total 8200 · GRANT EXPENSES	226,082.14	529,785.00	42.7%
8400 · DEBT SERVICE FUND			
8430 · Paid Interest			
8432 · IFA	1,373.08	1,831.00	75.0%
8443 · 50 BFMII Travelift Interest	13,061.05	15,406.00	84.8%
8444 · 2018 Genie Forklift Interest	978.01		
Total 8430 · Paid Interest	15,412.14	17,237.00	89.4%
8400 · DEBT SERVICE FUND - Other			
Total 8400 · DEBT SERVICE FUND	15,412.14	17,237.00	89.4%
8600 · USDA REVENUE BOND			
8605 · Revenue Bond Principal			
8610 · Revenue Bond Interest	64,390.09	64,372.00	100.0%
8600 · USDA REVENUE BOND - Other			
Total 8600 · USDA REVENUE BOND	64,390.09	64,372.00	100.0%
Total Other Expense	353,682.53	1,676,394.00	21.1%
Net Other Income	37,259.76	1,228,580.00	3.0%
Net Income	366,674.09	1,977,494.00	18.5%

Port of Brookings Harbor
Profit & Loss Beachfront RV Park
 April 2018

Ordinary Income/Expense

Income

4400 · RV PARK

4410 · Space Rental	37,995.00
4440 · Laundry & Showers	628.25
4450 · Wood Sales	115.00
4480 · Dump Charges	5.00
4470 · Misc Purchases & Sales	80.00

Total 4400 · RV PARK 38,823.25

Total Income 38,823.25

Gross Profit 38,823.25

Expense

5000 · PERSONNEL SERVICES/PAYROLL

5010 · WAGES & SALARIES

5012 · OFFICE STAFF

5018 · Wages/RV Park 2,161.21

Total 5012 · OFFICE STAFF 2,161.21

5020 · OPERATIONS STAFF

5026 · Wages/RV Park 1,288.61

Total 5020 · OPERATIONS STAFF 1,288.61

5040 · OVERTIME

5042 · OFFICE/OVERTIME

5046 · Overtime/RV Park Office 67.55

Total 5042 · OFFICE/OVERTIME 67.55

Total 5040 · OVERTIME 67.55

Total 5010 · WAGES & SALARIES 3,517.37

5060 · EMPLOYEE COSTS & BENEFITS

5070 · Payroll Taxes 417.44

Total 5060 · EMPLOYEE COSTS & BENEFITS 417.44

Total 5000 · PERSONNEL SERVICES/PAYROLL 3,934.81

6100 · REPAIRS & MAINTENANCE

6110 · Maintenance & Repairs 1,579.33

6115 · Services & Supplies 296.80

6135 · Security Contract 1,000.00

Total 6100 · REPAIRS & MAINTENANCE 2,876.13

6200 · UTILITIES

6210 · Telecommunications 154.07

6220 · Electric 1,675.11

6230 · Water 66.50

6250 · Waste Management 1,287.72

6260 · Cable TV 456.99

Total 6200 · UTILITIES 3,640.39

6300 · OFFICE EXPENSE

6320 · Leased Equipment(incl'g copier) 602.00

Total 6300 · OFFICE EXPENSE 602.00

6350 · BANK SERVICE & FINANCE FEES

6335 · Merchant Services Fees 829.09

Total 6350 · BANK SERVICE & FINANCE FEES 829.09

6800 · INSURANCE; PROP & CAS, BOND 48.24

6900 · PROFESSIONAL FEES

6946 · IT Support/Services 149.00

Total 6900 · PROFESSIONAL FEES 149.00

Total Expense 12,079.66

Net Ordinary Income 26,743.59

Net Income 26,743.59

**Port of Brookings Harbor
Profit & Loss Boatyard**

April 2018

Ordinary Income/Expense

Income

4600 · BOATYARD

4630 · Other Services & Sales	1,443.00
4635 · Travel Lift Haul Out	768.00
4640 · Labor	120.00
4645 · Telehandler	660.00
4655 · Yard Days	856.00

Total 4600 · BOATYARD	3,847.00
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Total Income	3,847.00
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Gross Profit	3,847.00
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Expense

5000 · PERSONNEL SERVICES/PAYROLL

5010 · WAGES & SALARIES

5020 · OPERATIONS STAFF

5021 · Wages/Boatyard	2,595.26
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Total 5020 · OPERATIONS STAFF	2,595.26
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5040 · OVERTIME

5050 · OPERATIONS/OVERTIME

5051 · Overtime/Boatyard	14.72
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Total 5050 · OPERATIONS/OVERTIME	14.72
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Total 5040 · OVERTIME	14.72
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Total 5010 · WAGES & SALARIES	2,609.98
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5060 · EMPLOYEE COSTS & BENEFITS

5070 · Payroll Taxes	308.48
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Total 5060 · EMPLOYEE COSTS & BENEFITS	308.48
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Total 5000 · PERSONNEL SERVICES/PAYROLL	2,918.46
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6100 · REPAIRS & MAINTENANCE

6115 · Services & Supplies	1,181.05
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Total 6100 · REPAIRS & MAINTENANCE	1,181.05
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6800 · INSURANCE; PROP & CAS, BOND	910.16
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Total Expense	5,009.67
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Net Ordinary Income	-1,162.67
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Net Income	-1,162.67
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Port of Brookings Harbor
Profit & Loss Commercial Retail
April 2018

Ordinary Income/Expense

Income

4200 · COMMERCIAL RETAIL

4210 · Commercial Retail Lease	49,635.63
4211 · CR/ Electric	59.82
4212 · CR/ Water	90.00
4214 · CR/ Sewer	156.66
4222 · CPI-U	382.25

Total 4200 · COMMERCIAL RETAIL 50,324.36

Total Income 50,324.36

Gross Profit 50,324.36

Expense

5000 · PERSONNEL SERVICES/PAYROLL

5010 · WAGES & SALARIES

5020 · OPERATIONS STAFF

5022 · Wages/Comm Retail 924.35

Total 5020 · OPERATIONS STAFF 924.35

Total 5010 · WAGES & SALARIES 924.35

5060 · EMPLOYEE COSTS & BENEFITS

5070 · Payroll Taxes 47.52

Total 5060 · EMPLOYEE COSTS & BENEFITS 47.52

Total 5000 · PERSONNEL SERVICES/PAYROLL 971.87

6100 · REPAIRS & MAINTENANCE

6110 · Maintenance & Repairs 664.51

6115 · Services & Supplies 1,053.27

Total 6100 · REPAIRS & MAINTENANCE 1,717.78

6200 · UTILITIES

6220 · Electric 982.58

6230 · Water 261.12

6250 · Waste Management 581.88

Total 6200 · UTILITIES 1,825.58

6800 · INSURANCE; PROP & CAS, BOND 523.29

6900 · PROFESSIONAL FEES

6935 · Legal 1,056.00

Total 6900 · PROFESSIONAL FEES 1,056.00

Total Expense 6,094.52

Net Ordinary Income 44,229.84

Net Income 44,229.84

**Port of Brookings Harbor
Profit & Loss Fuel Dock
April 2018**

Ordinary Income/Expense

Income

4500 · FUEL SALES 53,784.56

Total Income 53,784.56

Gross Profit 53,784.56

Expense

5000 · PERSONNEL SERVICES/PAYROLL

5010 · WAGES & SALARIES

5020 · OPERATIONS STAFF

5023 · Wages/Fuel Dock 656.62

Total 5020 · OPERATIONS STAFF 656.62

5040 · OVERTIME

5050 · OPERATIONS/OVERTIME

5053 · Overtime/Fuel Dock 235.56

Total 5050 · OPERATIONS/OVERTIME 235.56

Total 5040 · OVERTIME 235.56

Total 5010 · WAGES & SALARIES 892.18

5060 · EMPLOYEE COSTS & BENEFITS

5070 · Payroll Taxes 108.56

Total 5060 · EMPLOYEE COSTS & BENEFITS 108.56

Total 5000 · PERSONNEL SERVICES/PAYROLL 1,000.74

6100 · REPAIRS & MAINTENANCE

6110 · Maintenance & Repairs 1,215.44

Total 6100 · REPAIRS & MAINTENANCE 1,215.44

6150 · FUEL purchased for resale 45,336.59

6200 · UTILITIES

6210 · Telecommunications 37.52

6220 · Electric 64.80

6250 · Waste Management 220.76

Total 6200 · UTILITIES 323.08

6350 · BANK SERVICE & FINANCE FEES

6335 · Merchant Services Fees 180.79

Total 6350 · BANK SERVICE & FINANCE FEES 180.79

Total Expense 48,056.64

Net Ordinary Income 5,727.92

Net Income 5,727.92

Port of Brookings Harbor
Profit & Loss Administration/Marina
 April 2018

Ordinary Income/Expense

Income	
4100 · MARINA/ADMINISTRATION	
4120 · Finance Charges/Income	315.37
4125 · Administrative Fees	150.25
4130 · Boat Launch	1,895.00
4135 · Storage	8,774.98
4140 · Other Revenue	2,500.00
4300 · MOORAGE	
4310 · Commercial Slip Rent	2,165.40
4320 · Recreational Slip Rent	37,950.19
4325 · Transient	1,516.11
4340 · Moorage Electric	4,332.94
Total 4300 · MOORAGE	<u>45,964.64</u>
Total 4100 · MARINA/ADMINISTRATION	<u>59,600.24</u>
Total Income	<u>59,600.24</u>
Gross Profit	<u>59,600.24</u>
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5012 · OFFICE STAFF	
5016 · Wages/Port Office	7,320.44
Total 5012 · OFFICE STAFF	<u>7,320.44</u>
5020 · OPERATIONS STAFF	
5025 · Wages/Marina	6,486.42
Total 5020 · OPERATIONS STAFF	<u>6,486.42</u>
5040 · OVERTIME	
5042 · OFFICE/OVERTIME	
5044 · Overtime/Port Office	1,298.02
Total 5042 · OFFICE/OVERTIME	<u>1,298.02</u>
Total 5040 · OVERTIME	<u>1,298.02</u>
Total 5010 · WAGES & SALARIES	<u>15,104.88</u>
5060 · EMPLOYEE COSTS & BENEFITS	
5068 · Paid Time Off	1,137.71
5070 · Payroll Taxes	1,854.10
5076 · Health Care and Dental	1,217.85
5090 · SEP Retirement	
5094 · Office	1,005.48
5096 · Operations	1,419.34
Total 5090 · SEP Retirement	<u>2,424.82</u>
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>6,634.48</u>
Total 5000 · PERSONNEL SERVICES/PAYROLL	<u>21,739.36</u>
6001 · ADVERTISING & NOTIFICATIONS	
6004 · Legal Notices	2,056.53
Total 6001 · ADVERTISING & NOTIFICATIONS	<u>2,056.53</u>
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	3,672.12

Port of Brookings Harbor
Profit & Loss Administration/Marina
 April 2018

6115 · Services & Supplies	715.76
6135 · Security Contract	180.00
Total 6100 · REPAIRS & MAINTENANCE	4,567.88
6200 · UTILITIES	
6210 · Telecommunications	251.35
6220 · Electric	5,665.54
6230 · Water	904.16
6250 · Waste Management	2,109.15
Total 6200 · UTILITIES	8,930.20
6300 · OFFICE EXPENSE	
6315 · Office Services & Supplies	578.45
6320 · Leased Equipment(incl'g copier)	858.14
6345 · Postage	319.11
Total 6300 · OFFICE EXPENSE	1,755.70
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	510.86
6360 · Bank Service Charge/Fees	0.79
6365 · Finance Charge/Late Fee	25.54
Total 6350 · BANK SERVICE & FINANCE FEES	537.19
6400 · TRAVEL & ENTERTAINMENT	
6425 · Mileage Reimbursement	225.52
Total 6400 · TRAVEL & ENTERTAINMENT	225.52
6500 · PERMITS, LICENSES, TAXES & MISC	
6510 · Conferences/Education/Meetings	66.62
Total 6500 · PERMITS, LICENSES, TAXES & MISC	66.62
6800 · INSURANCE; PROP & CAS, BOND	4,888.31
6900 · PROFESSIONAL FEES	
6924 · Management Consulting	3,000.00
6935 · Legal	2,186.23
6955 · Payroll Administration Fee	231.71
Total 6900 · PROFESSIONAL FEES	5,417.94
Total Expense	50,185.25
Net Ordinary Income	9,414.99
Other Income/Expense	
Other Income	
7000 · PROPERTY TAX	
7010 · Previously Levied Tax	435.81
7020 · Current Tax Levy	1,063.33
Total 7000 · PROPERTY TAX	1,499.14
7100 · INTEREST & DIVIDENDS INCOME	182.09
7110 · MISC INCOME	
7120 · Restitution & Settlements	300.00
7160 · REFUNDS	8,245.25
Total 7110 · MISC INCOME	8,545.25
Total Other Income	10,226.48
Net Other Income	10,226.48
Net Income	19,641.47

Port of Brookings Harbor
Profit & Loss Property Use
April 2018

Ordinary Income/Expense	
Expense	
6200 · UTILITIES	
6220 · Electric	118.44
Total 6200 · UTILITIES	<u>118.44</u>
Total Expense	<u>118.44</u>
Net Ordinary Income	<u>-118.44</u>
Net Income	<u><u>-118.44</u></u>

Port of Brookings Harbor
CAPITAL PROJECTS ACTIVITY
April 2018

	Apr 18
Ordinary Income/Expense	
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	7.25
Total 5060 · EMPLOYEE COSTS & BENEFITS	7.25
5010 · WAGES & SALARIES	
5020 · OPERATIONS STAFF	
5028 · Wages/Capital Projects	62.11
Total 5020 · OPERATIONS STAFF	62.11
Total 5010 · WAGES & SALARIES	62.11
Total 5000 · PERSONNEL SERVICES/PAYROLL	69.36
Total Expense	69.36
Net Ordinary Income	-69.36
Other Income/Expense	
Other Income	
7100 · INTEREST & DIVIDENDS INCOME	133.92
Total Other Income	133.92
Other Expense	
8100 · FEMA EXPENSES	
8250 · HMGP-FEMA & GRANTS EXPENSE	2,050.00
Total 8100 · FEMA EXPENSES	2,050.00
8200 · GRANT EXPENSES	
8212 · Boarding Docks/Launch FG #1587	184,346.50
Total 8200 · GRANT EXPENSES	184,346.50
Total Other Expense	186,396.50
Net Other Income	-186,262.58
Net Income	-186,331.94

**Port of Brookings Harbor
Profit & Loss Previous Year Comparison**

April 2018

Accrual Basis

	Apr 18	Apr 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
4100 · MARINA/ADMINISTRATION				
4120 · Finance Charges/Income	315.37	447.73	-132.36	-29.6%
4125 · Administrative Fees	150.25	114.98	35.27	30.7%
4126 · Revenue/Collections		180.54	-180.54	-100.0%
4130 · Boat Launch	1,895.00	705.00	1,190.00	168.8%
4135 · Storage	8,774.98	13,710.25	-4,935.27	-36.0%
4140 · Other Revenue	2,500.00		2,500.00	100.0%
4300 · MOORAGE				
4310 · Commercial Slip Rent	2,165.40	27,526.00	-25,360.60	-92.1%
4320 · Recreational Slip Rent	37,950.19	33,272.40	4,677.79	14.1%
4325 · Transient	1,516.11	584.00	932.11	159.6%
4335 · Dock Box		186.00	-186.00	-100.0%
4340 · Moorage Electric	4,332.94	2,780.08	1,552.86	55.9%
4350 · Other Fees		300.00	-300.00	-100.0%
Total 4300 · MOORAGE	45,964.64	64,648.48	-18,683.84	-28.9%
Total 4100 · MARINA/ADMINISTRATION	59,600.24	79,806.98	-20,206.74	-25.3%
4200 · COMMERCIAL RETAIL				
4210 · Commercial Retail Lease	49,635.63	44,621.24	5,014.39	11.2%
4211 · CR/ Electric	59.82		59.82	100.0%
4212 · CR/ Water	90.00	31.00	59.00	190.3%
4214 · CR/ Sewer	156.66	94.78	61.88	65.3%
4222 · CPI-U	382.25	191.50	190.75	99.6%
Total 4200 · COMMERCIAL RETAIL	50,324.36	44,938.52	5,385.84	12.0%
4400 · RV PARK				
4410 · Space Rental	37,995.00	31,315.00	6,680.00	21.3%
4430 · Mini Mart		4.50	-4.50	-100.0%
4440 · Laundry & Showers	628.25	205.50	422.75	205.7%
4450 · Wood Sales	115.00	10.00	105.00	1,050.0%
4460 · Dump Charges	5.00		5.00	100.0%
4470 · Misc Purchases & Sales	80.00		80.00	100.0%
Total 4400 · RV PARK	38,823.25	31,535.00	7,288.25	23.1%
4500 · FUEL SALES	53,784.56	13,884.16	39,900.40	287.4%
4600 · BOATYARD				
4625 · Emergency Response & Repair		250.00	-250.00	-100.0%
4630 · Other Services & Sales	1,443.00	1,465.55	-22.55	-1.5%
4635 · Travel Lift Haul Out	768.00	2,005.91	-1,237.91	-61.7%
4640 · Labor	120.00		120.00	100.0%
4645 · Telehandler	660.00		660.00	100.0%
4655 · Yard Days	856.00	3,698.20	-2,842.20	-76.9%
Total 4600 · BOATYARD	3,847.00	7,419.66	-3,572.66	-48.2%
Total Income	206,379.41	177,584.32	28,795.09	16.2%
Gross Profit	206,379.41	177,584.32	28,795.09	16.2%
Expense				
5000 · PERSONNEL SERVICES/PAYROLL				
5010 · WAGES & SALARIES				
5012 · OFFICE STAFF				
5014 · Salary/Port Manager		5,769.60	-5,769.60	-100.0%
5016 · Wages/Port Office	7,320.44	7,793.50	-473.06	-6.1%
5018 · Wages/RV Park	2,161.21	3,048.00	-886.79	-29.1%
Total 5012 · OFFICE STAFF	9,481.65	16,611.10	-7,129.45	-42.9%
5020 · OPERATIONS STAFF				
5021 · Wages/Boatyard	2,595.26	3,891.50	-1,296.24	-33.3%
5022 · Wages/Comm Retail	924.35	234.00	690.35	295.0%
5023 · Wages/Fuel Dock	656.62	601.75	54.87	9.1%
5025 · Wages/Marina	6,486.42	3,885.50	2,600.92	66.9%
5026 · Wages/RV Park	1,288.61		1,288.61	100.0%
5028 · Wages/Capital Projects	62.11	1,599.50	-1,537.39	-96.1%
Total 5020 · OPERATIONS STAFF	12,013.37	10,212.25	1,801.12	17.6%
5040 · OVERTIME				
5042 · OFFICE/OVERTIME				
5044 · Overtime/Port Office	1,298.02	120.76	1,177.26	974.9%
5046 · Overtime/RV Park Office	67.55	68.25	-0.70	-1.0%
Total 5042 · OFFICE/OVERTIME	1,365.57	189.01	1,176.56	622.5%
5050 · OPERATIONS/OVERTIME				

Port of Brookings Harbor Profit & Loss Previous Year Comparison

April 2018

Accrual Basis

	Apr 18	Apr 17	\$ Change	% Change
5051 · Overtime/Boatyard	14.72	787.31	-772.59	-98.1%
5052 · Overtime/Comm Retail		114.75	-114.75	-100.0%
5053 · Overtime/Fuel Dock	235.56		235.56	100.0%
5055 · Overtime/Marina		16.88	-16.88	-100.0%
Total 5050 · OPERATIONS/OVERTIME	250.28	918.94	-668.66	-72.8%
Total 5040 · OVERTIME	1,615.85	1,107.95	507.90	45.8%
Total 5010 · WAGES & SALARIES	23,110.87	27,931.30	-4,820.43	-17.3%
5060 · EMPLOYEE COSTS & BENEFITS				
5068 · Paid Time Off	1,137.71	1,016.00	121.71	12.0%
5070 · Payroll Taxes	2,743.35	3,314.74	-571.39	-17.2%
5074 · Personal Vehicle Allowance		277.00	-277.00	-100.0%
5076 · Health Care and Dental	1,217.85	4,259.25	-3,041.40	-71.4%
5090 · SEP Retirement				
5092 · Port Manager		604.66	-604.66	-100.0%
5094 · Office	1,005.48	935.46	70.02	7.5%
5096 · Operations	1,419.34	1,258.53	160.81	12.8%
Total 5090 · SEP Retirement	2,424.82	2,798.65	-373.83	-13.4%
Total 5060 · EMPLOYEE COSTS & BENEFITS	7,523.73	11,665.64	-4,141.91	-35.5%
Total 5000 · PERSONNEL SERVICES/PAYROLL	30,834.60	39,596.94	-8,962.34	-22.6%
6001 · ADVERTISING & NOTIFICATIONS				
6002 · Marketing & Advertising		543.75	-543.75	-100.0%
6004 · Legal Notices	2,056.53	425.94	1,630.59	382.8%
Total 6001 · ADVERTISING & NOTIFICATIONS	2,056.53	969.69	1,086.84	112.1%
6100 · REPAIRS & MAINTENANCE				
6110 · Maintenance & Repairs	7,899.93	2,263.35	5,436.58	240.2%
6115 · Services & Supplies	3,855.54	2,317.85	1,537.69	66.4%
6135 · Security Contract	1,180.00	1,000.00	180.00	18.0%
Total 6100 · REPAIRS & MAINTENANCE	12,735.47	5,581.00	7,154.47	128.2%
6150 · FUEL purchased for resale	45,336.59	11,665.63	33,670.96	288.6%
6200 · UTILITIES				
6210 · Telecommunications	442.94	905.37	-462.43	-51.1%
6220 · Electric	8,506.47	9,542.55	-1,036.08	-10.9%
6230 · Water	1,231.78	2,925.50	-1,693.72	-57.9%
6240 · Sanitary		1,645.20	-1,645.20	-100.0%
6250 · Waste Management	4,199.51	5,198.49	-998.98	-19.2%
6260 · Cable TV	458.99	398.68	58.31	14.6%
Total 6200 · UTILITIES	14,837.69	20,615.79	-5,778.10	-28.0%
6300 · OFFICE EXPENSE				
6315 · Office Services & Supplies	578.45	102.44	476.01	464.7%
6320 · Leased Equipment(incl'g copler)	1,460.14	1,538.15	-78.01	-5.1%
6345 · Postage	318.11	337.95	-18.84	-5.6%
Total 6300 · OFFICE EXPENSE	2,357.70	1,978.54	379.16	19.2%
6350 · BANK SERVICE & FINANCE FEES				
6335 · Merchant Services Fees	1,520.74	1,517.43	3.31	0.2%
6360 · Bank Service Charge/Fees	0.79		0.79	100.0%
6365 · Finance Charge/Late Fee	25.54	2.29	23.25	1,015.3%
Total 6350 · BANK SERVICE & FINANCE FEES	1,547.07	1,519.72	27.35	1.8%
6400 · TRAVEL & ENTERTAINMENT				
6425 · Mileage Reimbursement	225.52	99.51	126.01	126.6%
Total 6400 · TRAVEL & ENTERTAINMENT	225.52	99.51	126.01	126.6%
6500 · PERMITS, LICENSES, TAXES & MISC				
6510 · Conferences/Education/Meetings	66.62	3.50	63.12	1,803.4%
6525 · Lodging Taxes		1,067.75	-1,067.75	-100.0%
6545 · Taxes-Property		650.27	-650.27	-100.0%
Total 6500 · PERMITS, LICENSES, TAXES & MISC	66.62	1,721.52	-1,654.90	-96.1%
6600 · BAD DEBT		518.04	-518.04	-100.0%
6800 · INSURANCE; PROP & CAS, BOND	6,370.00	8,187.35	-1,817.35	-22.2%
6900 · PROFESSIONAL FEES				
6922 · Engineering Services		1,020.00	-1,020.00	-100.0%
6924 · Management Consulting	3,000.00		3,000.00	100.0%

**Port of Brookings Harbor
Profit & Loss Previous Year Comparison**

April 2018

Accrual Basis

	Apr 18	Apr 17	\$ Change	% Change
6925 · Consultants		12,500.00	-12,500.00	-100.0%
6935 · Legal	3,242.23	1,155.00	2,087.23	180.7%
6945 · IT Support/Services	149.00	149.00		
6955 · Payroll Administration Fee	231.71	230.72	0.99	0.4%
Total 6900 · PROFESSIONAL FEES	6,822.94	15,054.72	-8,431.78	-56.0%
Total Expense	122,790.73	107,508.45	15,282.28	14.2%
Net Ordinary Income	83,588.68	70,075.87	13,512.81	19.3%
Other Income/Expense				
Other Income				
7000 · PROPERTY TAX				
7010 · Previously Levied Tax	435.81	451.40	-15.59	-3.5%
7020 · Current Tax Levy	1,063.33	3,022.45	-1,959.12	-64.8%
Total 7000 · PROPERTY TAX	1,499.14	3,473.85	-1,974.71	-56.8%
7100 · INTEREST & DIVIDENDS INCOME	506.23	5.95	500.28	8,408.1%
7110 · MISC INCOME				
7120 · Restitution & Settlements	300.00	300.00		
7160 · REFUNDS	8,245.25		8,245.25	100.0%
Total 7110 · MISC INCOME	8,545.25	300.00	8,245.25	2,748.4%
7300 · FEMA REVENUE				
7311 · PW 29 - Ice House Dredging		10,109.38	-10,109.38	-100.0%
Total 7300 · FEMA REVENUE		10,109.38	-10,109.38	-100.0%
Total Other Income	10,550.62	13,889.18	-3,338.56	-24.0%
Other Expense				
8100 · FEMA EXPENSES				
8127 · FEMA/Boardwalk		1,620.00	-1,620.00	-100.0%
8250 · HMGP-FEMA & GRANTS EXPENSE	2,050.00		2,050.00	100.0%
Total 8100 · FEMA EXPENSES	2,050.00	1,620.00	430.00	26.5%
8200 · GRANT EXPENSES				
8212 · Boarding Docks/Launch FG #1587	184,346.50		184,346.50	100.0%
8235 · Dock Repair L16010 Interim loan		20,366.00	-20,366.00	-100.0%
Total 8200 · GRANT EXPENSES	184,346.50	20,366.00	163,980.50	805.2%
8400 · DEBT SERVICE FUND				
8430 · Paid Interest				
8443 · 50 BFMII Travellift Interest	1,228.77	1,451.31	-221.54	-15.3%
8444 · 2018 Genie Forklift Interest	511.34		511.34	100.0%
Total 8430 · Paid Interest	1,741.11	1,451.31	289.80	20.0%
Total 8400 · DEBT SERVICE FUND	1,741.11	1,451.31	289.80	20.0%
Total Other Expense	188,137.61	23,437.31	164,700.30	702.7%
Net Other Income	-177,586.99	-9,548.13	-168,038.86	-1,759.9%
Net Income	-93,998.31	60,527.74	-154,526.05	-255.3%

**Port of Brookings Harbor
Commercial Retail Leases
April 2018**

Accrual Basis	Date	Name Account #	Name	Memo	Ship To Address 1	Amount
4200 - COMMERCIAL RETAIL						
4210 - Commercial Retail Lease						
04/01/2018	CL0027		Spothaven's Marina	APRIL 2018 Lease	16374 Lower Harbor Road	1,022.71
04/01/2018	CL0012		Hallmark Fisheries/CA Shellfish Co	APRIL 2018 Lease County Account# R19554 Dock Premises	16178 Lower Harbor Road	5,984.05
04/01/2018	CL0001		Barndon Pacific	April 1, 2018 - March 31, 2019 Annual Work Area	16178 Lower Harbor Road	8,699.04
04/01/2018	CL0002		BC Fisheries LLC Old Dock & Ground	APRIL 2018 Lease Dock, Hotel and Work Area	16273 Harbor Drive	2,606.50
04/01/2018	CL0003		BC Fisheries LLC Process Plant, Ne...	APRIL 2018 Lease Dock and Hotel	16273 Harbor Dr	2,700.50
04/01/2018	CL0004		BC Fisheries LLC Process Plant, Ne...	APRIL 2018 Lease Leased property for the Processing Plant Facility	16273 Harbor Dr	1,531.25
04/01/2018	CL0005		Boat Shop & More, LLC	APRIL 2018 Lease Leased property for the Unloading Dock	16273 Harbor Dr	2,288.00
04/01/2018	CL0006		Boat Shop & More, LLC	APRIL 2018 Lease Building	16340 Lower Harbor Rd Site 106	964.80
04/01/2018	CL0008		Bornstein Seafoods Inc	APRIL 2018 Lease Building	Building/16282 Lower Harbor Road	1,012.29
04/01/2018	CL0006		Brookings Harbor Cold Storage LLC	APRIL 2018 Lease Dock Area	Building/16282 Lower Harbor Road	1,300.00
04/01/2018	CL0007		Brookings Harbor Ice House LLC	APRIL 2018 Lease Work Area	16277 Harbor Drive	2,340.80
04/01/2018	CL0009		Busch, Marilyn & Robert	APRIL 2018 Cold Storage Lease Bare Ground, Cold Storage Building and Co...	16277 Harbor Drive	832.32
04/01/2018	CL0010		CBN Enterprises/Barbara C	APRIL 2018 Ice House Lease Bare Ground and Ice Plant	16273 Harbor Dr	1,008.00
04/01/2018	CL0011		Chetco Seafood/Bill Goergen	APRIL 2018 Ice House Lease Delivery Dock	16266 Harbor Dr	463.14
04/01/2018	CL0013-01		Hungry Clam	APRIL 2018 Lease Commercial Parking Area	16224 Lower Harbor Road	143.78
04/01/2018	CL0014		Hungry Clam	APRIL 2018 Lease Building	16358 Lower Harbor Road	840.00
04/01/2018	CL0015		Kathy's Corner Market	APRIL 2018 Lease Building & Ground	16182 Lower Harbor Road	998.25
04/01/2018	CL0017		Mountain View Custom Cycles	APRIL 2018 Lease Retail Building	16350 Lower Harbor Road, Site 205 & 206	1,619.78
04/01/2018	CL0018		Ocean Suites Motel	APRIL 2018 Lease Outdoor Space	16340 Lower Harbor Rd Site 105	115.60
04/01/2018	CL0019		Pacific Fishing/Commercial Shop Spa...	APRIL 2018 Lease Building	16340 Lower Harbor Rd Site 104	895.12
04/01/2018	CL0020		Pacific Ocean Harvesters LLC	APRIL 2018 Lease Building	18118 Lower Harbor Road	753.62
04/01/2018	CL0020		Pacific Ocean Harvesters LLC	APRIL 2018 Lease Outdoor Space	18118 Lower Harbor Road	588.50
04/01/2018	CL0022		Pacific Ocean Harvesters LLC	APRIL 2018 Lease Building	16118 Lower Harbor Road	45.00
04/01/2018	CL0021		Pacific Boat Basin, LLC Parking Lot ...	APRIL 2018 Lease Building/Storage	16060 Lower Harbor Road	417.38
04/01/2018	CL0023		Pacific Boat Basin, LLC Restaurant ...	APRIL 2018 Lease Building/Storage	16060 Lower Harbor Road	780.00
04/01/2018	CL0025		Portside RV Park	APRIL 2018 Lease Building	16378 Lower Harbor Road	1,618.29
04/01/2018	CL0026		Seal Cove Realty	APRIL 2018 Lease Surfaced Asphalt per square foot	16376 Lower Harbor Road	186.00
04/01/2018	CL0026		Slugs n Stones n Ice Cream Cones	APRIL 2018 Lease Land & Additional Parking for Inn	16378 Lower Harbor Road	26.55
04/01/2018	CL0027		Speir, Joe/Commercial Storage FV ...	APRIL 2018 Lease Restaurant Area	16011 Boat Basin Rd	968.00
04/01/2018	CL0029		The Bell & Whistle Coffee House, Inc.	APRIL 2018 Lease Ground	16011 Boat Basin Road	1,138.50
04/01/2018	CL0030		Tidewind Sport Fishing	APRIL 2018 Lease Warehouse - Storage per square foot	16219 Lower Harbor Road	193.55
04/01/2018	CL0031		US Coast Guard Lease	APRIL 2018 Lease Warehouse - Storage per square foot	16110 Lower Harbor Road	334.72
04/01/2018	CL0032		Whales Tail Candy & Gifts	APRIL 2018 Lease Building/Shop 1	16360 Lower Harbor Road	480.00
04/01/2018	CL0033		Zola's Pizzeria	APRIL 2018 Lease Building	16060 Lower Harbor Road	162.00
04/03/2018	CL0012		Hallmark Fisheries/CA Shellfish Co	APRIL 2018 Lease Dock & Ground	16080 Lower Harbor Rd Shop	680.50
Total 4210 Commercial Retail Lease						
Total 4200 - COMMERCIAL RETAIL						
TOTAL						49,635.63

Port of Brookings Harbor
Check Registers

March 1, 2018- March 31, 2018

Accrual Basis	Type	Date	Num	Name	Memo	Amount
1001 - CASH & CASH EQUIVALENTS						
1002 - General Funds Ckg Umpqua 3634						
Transfer		04/09/2018			Funds Transfer Umpqua Bank to LGIP General Fund	-20,000.00
Check		04/26/2018			Funds Transfer of USCG April Lease Pmt to General Funds	923.24
Bill Pmt -Check		04/06/2018	DEBIT	ADP	Advice of Debit #511521168 Payroll 03/28/2018	-116.91
Check		04/03/2018	DEBIT	Oregon Lodging Tax	BIN: 0294055-3 confirmation code is 0-692-904-960	-1,461.11
Check		04/02/2018	DEBIT	Elavon	March 2018 MERCHANT SERVICE FEE ACCT#316	-461.22
Check		04/02/2018	DEBIT	Elavon	March 2018 Merchant Service Fee - acct#873 Veniek	-42.64
Check		04/02/2018	DEBIT	Elavon	March 2018 MERCHANT SERVICE FEE ACCT#902	-829.09
Check		04/02/2018	DEBIT	Elavon	March 2018 MERCHANT SERVICE FEE ACCT#951	-180.79
Check		04/20/2018	DEBIT	ADP	Advice of Debit #512194889 Payroll 04/11/2018	-114.80
Bill Pmt -Check		04/18/2018	DEBIT	Parter Corporation LP	TRANSCRIPT for 4/17/2018 Commissioner's Mtg	-102.52
Bill Pmt -Check		04/20/2018	DEBIT	Phthey Bowes, Inc.	Power Postage Acct# 8000-9000-0324-9186	-300.00
Bill Pmt -Check		04/23/2018	DEBIT	VISTA PRINT	Business Cards for Travis Webster	-47.98
Check		04/20/2018	DEBIT	Umpqua Bank (Service fees)	Store Currency Deposited & Sold	-0.04
General Journal		04/04/2018	DEBIT 4/4		To transfer to Debt Service funds for 2ND QTR IFA 2018 Pmt	-4,808.00
General Journal		04/04/2018	DEBIT 4/4		To transfer to Debt Service Fund LGIP for Travelfit Pmt	-1,075.00
General Journal		04/04/2018	DEBIT 4/4		To transfer to Debt Service Fund LGIP for Gemie Forklift Pmt	-363.00
General Journal		04/04/2018	DEBIT 4/4		To transfer to Debt Service Fund Umpqua Bank for Travelfit Pmt	-178.00
General Journal		04/04/2018	DEBIT 4/4		To transfer to Debt Service Fund LGIP for Ford F-150	-195.71
General Journal		04/04/2018	DEBIT 4/4		To transfer to Debt Service Fund - savings for November 2018 pmt	-198.20
General Journal		04/11/2018	DEBT 4/11		To transfer to Debt Service funds for 2ND QTR IFA 2018 Pmt	-2,502.00
General Journal		04/11/2018	DEBT 4/11		To transfer to Debt Service Fund LGIP for Travelfit Pmt	-4,808.00
General Journal		04/11/2018	DEBT 4/11		To transfer to Debt Service Fund LGIP for Gemie Forklift Pmt	-1,076.00
General Journal		04/11/2018	PAY 4/11		To transfer to Debt Service Fund LGIP for Travelfit Pmt	-338.00
General Journal		04/11/2018	TAX 4/11		Rec 4/11/2018 payroll-INCLUDES US BANK SEP IRA PMT CHECK \$1209.18	-10,917.52
General Journal		04/11/2018	USDA 4/11		Rec 4/11/2018 payroll Taxes	-3,989.27
General Journal		04/18/2018	debt 4/18		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-2,503.00
General Journal		04/18/2018	debt 4/18		To transfer to Debt Service funds for 2ND QTR IFA 2018 Pmt	-4,808.00
General Journal		04/18/2018	USDA 4/18		To transfer to Debt Service Fund LGIP for Gemie Forklift Pmt	-338.00
General Journal		04/25/2018	DEBT 4/25		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-2,502.00
General Journal		04/25/2018	DEBT 4/25		To transfer to Debt Service Fund LGIP for Travelfit Pmt	-4,808.00
General Journal		04/25/2018	DEBT 4/25		To transfer to Debt Service Fund LGIP for Gemie Forklift Pmt	-1,075.00
General Journal		04/25/2018	PAY 4/25		Rec 4/25/2018 payroll-INCLUDES US BANK SEP IRA PMT CHECK \$1215.64	-3,935.71
General Journal		04/25/2018	TAX 4/25		Rec 4/25/2018 payroll Taxes	-10,879.77
General Journal		04/25/2018	USDA 4/25		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-2,502.00
Bill Pmt -Check		04/04/2018	8604	Freeman Rock, Inc.	BRK 2 nd OPEN QUARRY for Boat Shop	-1,610.00
Bill Pmt -Check		04/04/2018	8605	Anchor Lock & Key	20 Boatyard Storage Keys	-70.00
Bill Pmt -Check		04/04/2018	8606	Carson	CUSTOMER # 76-0011262	-5,107.35
Bill Pmt -Check		04/04/2018	8607	Coos-Curry Electric Cooperative, Inc.	ACCT # 67601	-8,253.42
Bill Pmt -Check		04/04/2018	8608	Del-Cur Supply Co-op	MARCH 2018 Sanitary Bill	-220.50
Bill Pmt -Check		04/04/2018	8609	Harbor Sanitary District	Customer#56	-2,487.75
Bill Pmt -Check		04/04/2018	8610	Karr's Ace Hardware Inc	ACCT#80285	-649.21
Bill Pmt -Check		04/04/2018	8611	NAPA Auto Part	ACCT#80285	-444.23
Bill Pmt -Check		04/04/2018	8612	O'Donnell Plumbing, Inc	Labor & Material to repair water leak @ Ice House Main Line	-302.25
Bill Pmt -Check		04/04/2018	8613	Quill Corporation	ACCT#1932158	-296.43
Bill Pmt -Check		04/04/2018	8614	South Coast Knight Security	Individual Membership 2018	-150.00
Bill Pmt -Check		04/04/2018	8615	Suburban Propane	Patrol for MARCH 2018	-1,000.00
Bill Pmt -Check		04/04/2018	8616	Xerox Capital Services, LLC	PROPRANE for RV Park delivery 3/30/2018	-177.10
Bill Pmt -Check		04/11/2018	8617	Bulliet Rental	Rental of Loader for dirt work at Kenny's Boat Shop	-858.14
Bill Pmt -Check		04/11/2018	8618	Carson	CUSTOMER # 76-0011262	-1,014.00
Bill Pmt -Check		04/11/2018	8620	Cascade Truck Body & Trailers	Stellar Crane Remote for BC Fisheries dock crane	-26,327.72
Bill Pmt -Check		04/11/2018	8621	Curry Transfer & Recycling	Account #2040-2434-001	-945.00
Bill Pmt -Check		04/11/2018	8622	Fastenal Industrial Supplies	Customer No. ORBRK0013	-3,999.51
Bill Pmt -Check		04/11/2018	8623	Eureka Oxygen Co.	MARCH 2018 Monthly Cylinder Rental	-152.41
Bill Pmt -Check		04/11/2018	8624	Harbor Water District P.U.D.	MARCH 2018 Monthly Cylinder Rental	-157.21
Bill Pmt -Check		04/11/2018	8624	Harbor Water District P.U.D.	2/20-3/20 SERVICEMATER BILL	-1,231.78

Port of Brookings Harbor
Check Registers

March 1, 2018 - March 31, 2018

Accrual Basis

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	04/11/2018	8625	Merrit Resources	D3 Cat Work on property at Gear Storage	-200.00
Bill Pmt -Check	04/11/2018	8626	Oregon State Marine Board	Title Fee & Registration Fee - OR578ABV SHILLELAGH	-75.00
Bill Pmt -Check	04/11/2018	8627	Pape Machinery Exchange		-861.36
Bill Pmt -Check	04/11/2018	8628	Rolo Rooter	2940-522445-001	-200.00
Bill Pmt -Check	04/11/2018	8629	Spec Dist Assoc of OR- Healthcare	Customer #: 03-0016414	-1,217.85
Bill Pmt -Check	04/11/2018	8630	Western Communications	ACCT# 816180	-1,702.68
Bill Pmt -Check	04/18/2018	8631	5-R Excavation, LLC	Repair of waterline at Basin 2 restroom	-1,879.20
Bill Pmt -Check	04/18/2018	8632	Gold Beach Lumber Yard, Inc.	Account #776	-15.98
Bill Pmt -Check	04/18/2018	8633	Gowman Electric, Inc.	Electrical Repairs #94 and #82 RV Park	-80.50
Bill Pmt -Check	04/18/2018	8634	Mascoat Equipment		-835.12
Bill Pmt -Check	04/18/2018	8635	NAPA Auto Part	ACCT#80285	-77.98
Bill Pmt -Check	04/18/2018	8636	ODonnell Plumbing, Inc	Assessed commercial restroom located by Basin 2 for meter upgrade per Harbor Sanitary District	-75.00
Bill Pmt -Check	04/18/2018	8637	Pump Pipe & Tank Services, LLC	Replace Relay Board in Pump for Fuel Dock Repair	-350.46
Bill Pmt -Check	04/18/2018	8638	Quill Corporation	ACCT#1932158	-131.16
Bill Pmt -Check	04/18/2018	8639	Spec Dist Assoc of OR- Prop & Cas	Policy#31P16414-203 Customer ID: 01-16414	-6,370.00
Bill Pmt -Check	04/18/2018	8640	Siebbins Coffey & Collins	LEGAL ASSISTANCE MARCH 2018	-3,242.23
Bill Pmt -Check	04/27/2018	8641	Buchanan Property Search	Lien and Encumbrance Report for Harbor Sanitary District land sale	-150.00
Bill Pmt -Check	04/27/2018	8642	Del-Cur Supply Co-op		-231.22
Bill Pmt -Check	04/27/2018	8643	Fastenal Industrial Supplies	Customer No. ORBRK0013	-115.31
Bill Pmt -Check	04/27/2018	8644	Gold Beach Lumber Yard, Inc.	Account #776	-20.87
Bill Pmt -Check	04/27/2018	8645	John Kellum/John's Portable Welding	Weld & Repair Gangway - Ramp at Sporthaven Beach	-1,125.00
Bill Pmt -Check	04/27/2018	8646	NAPA Auto Part	ACCT#80285	-43.42
Bill Pmt -Check	04/27/2018	8647	Lease Finance Partners	LEASE#00040031070	-802.00
Bill Pmt -Check	04/27/2018	8648	Rogue Credit Union	ACCT #306-89 CARD#8593	-3,144.04
Bill Pmt -Check	04/27/2018	8649	Coos-Curry Electric Cooperative, Inc.	ACCT # 67601	-8,508.47
Total 1002 General Funds Ckg Umpqua 3834					-173,309.00
1001 - CASH & CASH EQUIVALENTS - Other					
Total 1001 - CASH & CASH EQUIVALENTS - Other					
Total 1001 - CASH & CASH EQUIVALENTS					-173,309.00
1020 - RESTRICTED - CASH/EQUIVALENTS					
1022 - USDA BOND Umpqua MM 9529					
Total 1022 - USDA BOND Umpqua MM 9529					
1024 - Capital Projects Umpqua 8018					
Transfer	04/26/2018				-923.24
Bill Pmt -Check	04/04/2018	171	Freeman Rock, Inc.	Funds Transfer of USCG April Lease Pmt to General Funds Base Rock for behind Cold Storage area	-426.32
Total 1024 Capital Projects Umpqua 8018					-1,349.56
1028 - Debt Service Umpqua MM 8627					
1028.1 - IFA LOAN SAVINGS					
Total 1028.1 - IFA LOAN SAVINGS					
1028.2 - TRAVEL LIFT					
Check	04/23/2018		m2 Lease LLC	Customer #107104 Loan#110561 Pmt #18	-4,659.00
General Journal	04/04/2018	DEBIT 4/4		To transfer to Debt Service Fund Umpqua Bank for Travel# Pmt	178.00
General Journal	04/18/2018	LIFT 4/18		Internal transfer from LGIP Debt Service Fund to Umpqua Bank Debt Service Fund to make monthly p...	4,659.00
Total 1028.2 - TRAVEL LIFT					178.00
1028 - Debt Service Umpqua MM 8627 - Other					
Total 1028 - Debt Service Umpqua MM 8627 - Other					178.00
Total 1020 - RESTRICTED - CASH/EQUIVALENTS					-1,171.56

Port of Brookings Harbor
Check Registers

March 1, 2018 - March 31, 2018

Accrual Basis

Type	Date	Num	Name	Memo	Amount
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TOTAL
-174,480.56

Guest Forecast

For: 04/01/2018 - 04/30/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
4/1/2018	33	8	6	125/0/0/0	56/0/0/0	14	11.67	\$624.00
4/2/2018	6	8	14	56/0/0/0	76/0/0/0	22	18.33	\$1,025.00
4/3/2018	6	16	11	76/0/0/0	89/0/0/0	27	22.50	\$1,282.00
4/4/2018	6	21	4	89/0/0/0	90/0/0/0	25	20.83	\$1,195.00
4/5/2018	10	15	5	90/0/0/0	56/0/0/0	20	16.67	\$924.00
4/6/2018	8	12	18	56/0/0/0	78/0/0/0	30	25.00	\$1,401.00
4/7/2018	3	27	6	78/0/0/0	91/0/0/0	33	27.50	\$1,468.00
4/8/2018	16	17	8	91/0/0/0	85/0/0/0	25	20.83	\$836.00
4/9/2018	11	14	4	85/0/0/0	67/0/0/0	18	15.00	\$756.00
4/10/2018	10	8	5	67/0/0/0	37/0/0/0	13	10.83	\$545.00
4/11/2018	2	11	3	37/0/0/0	43/0/0/0	14	11.67	\$555.00
4/12/2018	5	9	6	43/0/0/0	42/0/0/0	15	12.50	\$567.00
4/13/2018	2	13	21	42/0/0/0	107/0/0/0	34	28.33	\$1,583.00
4/14/2018	5	29	7	107/0/0/0	122/0/0/0	36	30.00	\$1,685.00
4/15/2018	24	12	7	122/0/0/0	73/0/0/0	19	15.83	\$800.00
4/16/2018	6	13	4	73/0/0/0	65/0/0/0	17	14.17	\$757.00
4/17/2018	6	11	9	65/0/0/0	75/0/0/0	20	16.67	\$902.00
4/18/2018	6	14	11	75/0/0/0	88/0/0/0	25	20.83	\$1,104.00
4/19/2018	8	17	13	88/0/0/0	96/0/0/0	30	25.00	\$1,276.00
4/20/2018	2	28	18	96/0/0/0	144/0/0/0	46	38.33	\$2,098.00
4/21/2018	14	32	8	144/0/0/0	127/0/0/0	40	33.33	\$1,789.00
4/22/2018	23	17	8	127/0/0/0	102/0/0/0	25	20.83	\$1,041.00
4/23/2018	9	16	16	102/0/0/0	138/0/0/0	32	26.67	\$1,401.00
4/24/2018	15	17	5	138/0/0/0	102/0/0/0	22	18.33	\$894.00
4/25/2018	11	11	4	102/0/0/0	67/0/0/0	15	12.50	\$604.00
4/26/2018	5	10	4	67/0/0/0	61/0/0/0	14	11.67	\$625.00
4/27/2018	4	10	18	61/0/0/0	88/0/0/0	28	23.33	\$1,258.00
4/28/2018	2	26	7	88/0/0/0	110/0/0/0	33	27.50	\$1,464.00
4/29/2018	24	9	6	110/0/0/0	50/0/0/0	15	12.50	\$662.00
4/30/2018	7	8	2	50/0/0/0	32/0/0/0	10	8.33	\$399.00
	289	459	258	2550/0/0/0	2457/0/0/0	717	19.92	\$31,520.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 05/01/2018 - 05/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
5/1/2018	3	7	5	32/0/0/0	52/0/0/0	12	10.00	\$501.00
5/2/2018	5	7	2	52/0/0/0	29/0/0/0	9	7.50	\$304.00
5/3/2018	2	7	4	29/0/0/0	24/0/0/0	11	9.17	\$403.00
5/4/2018	1	10	15	24/0/0/0	52/0/0/0	25	20.83	\$1,086.00
5/5/2018	4	21	2	52/0/0/0	49/0/0/0	23	19.17	\$943.00
5/6/2018	17	6	1	49/0/0/0	13/0/0/0	7	5.83	\$267.00
5/7/2018	3	4	3	13/0/0/0	12/0/0/0	7	5.83	\$282.00
5/8/2018	0	7	0	12/0/0/0	12/0/0/0	7	5.83	\$282.00
5/9/2018	3	4	3	12/0/0/0	12/0/0/0	7	5.83	\$275.00
5/10/2018	1	6	2	12/0/0/0	14/0/0/0	8	6.67	\$343.00
5/11/2018	2	6	7	14/0/0/0	26/0/0/0	13	10.83	\$591.00
5/12/2018	1	12	3	26/0/0/0	30/0/0/0	15	12.50	\$686.00
5/13/2018	7	8	3	30/0/0/0	19/0/0/0	11	9.17	\$445.00
5/14/2018	5	6	2	19/0/0/0	15/0/0/0	8	6.67	\$350.00
5/15/2018	1	7	4	15/0/0/0	21/0/0/0	11	9.17	\$503.00
5/16/2018	0	11	0	21/0/0/0	21/0/0/0	11	9.17	\$503.00
5/17/2018	4	7	0	21/0/0/0	13/0/0/0	7	5.83	\$299.00
5/18/2018	1	6	16	13/0/0/0	63/0/0/0	22	18.33	\$922.00
5/19/2018	3	19	6	63/0/0/0	73/0/0/0	25	20.83	\$1,089.00
5/20/2018	15	10	3	73/0/0/0	25/0/0/0	13	10.83	\$503.00
5/21/2018	6	7	5	25/0/0/0	24/0/0/0	12	10.00	\$537.00
5/22/2018	3	9	4	24/0/0/0	25/0/0/0	13	10.83	\$559.00
5/23/2018	4	9	1	25/0/0/0	19/0/0/0	10	8.33	\$421.00
5/24/2018	4	6	16	19/0/0/0	44/0/0/0	22	18.33	\$959.00
5/25/2018	4	18	51	44/0/0/0	138/0/0/0	69	57.50	\$3,319.00
5/26/2018	0	69	0	138/0/0/0	138/0/0/0	69	57.50	\$3,319.00
5/27/2018	1	68	0	138/0/0/0	136/0/0/0	68	56.67	\$3,269.00
5/28/2018	58	10	1	136/0/0/0	24/0/0/0	11	9.17	\$482.00
5/29/2018	8	3	4	24/0/0/0	16/0/0/0	7	5.83	\$306.00
5/30/2018	2	5	1	16/0/0/0	14/0/0/0	6	5.00	\$255.00
5/31/2018	3	3	1	14/0/0/0	8/0/0/0	4	3.33	\$153.00
	171	378	165	1185/0/0/0	1161/0/0/0	543	14.60	\$24,156.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 06/01/2018 - 06/30/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
6/1/2018	2	2	3	8/0/0/0	12/0/0/0	5	4.17	\$204.00
6/2/2018	0	5	0	12/0/0/0	12/0/0/0	5	4.17	\$204.00
6/3/2018	3	2	0	12/0/0/0	4/0/0/0	2	1.67	\$51.00
6/4/2018	0	2	4	4/0/0/0	20/0/0/0	6	5.00	\$255.00
6/5/2018	1	5	0	20/0/0/0	18/0/0/0	5	4.17	\$204.00
6/6/2018	1	4	0	18/0/0/0	16/0/0/0	4	3.33	\$153.00
6/7/2018	0	4	5	16/0/0/0	26/0/0/0	9	7.50	\$408.00
6/8/2018	2	7	5	26/0/0/0	24/0/0/0	12	10.00	\$561.00
6/9/2018	0	12	4	24/0/0/0	32/0/0/0	16	13.33	\$765.00
6/10/2018	3	13	1	32/0/0/0	29/0/0/0	14	11.67	\$612.00
6/11/2018	5	9	4	29/0/0/0	26/0/0/0	13	10.83	\$612.00
6/12/2018	1	12	1	26/0/0/0	26/0/0/0	13	10.83	\$612.00
6/13/2018	0	13	0	26/0/0/0	26/0/0/0	13	10.83	\$510.00
6/14/2018	1	12	0	26/0/0/0	24/0/0/0	12	10.00	\$459.00
6/15/2018	3	9	10	24/0/0/0	58/0/0/0	19	15.83	\$744.00
6/16/2018	1	18	7	58/0/0/0	74/0/0/0	25	20.83	\$1,182.00
6/17/2018	14	11	6	74/0/0/0	44/0/0/0	17	14.17	\$725.00
6/18/2018	4	13	4	44/0/0/0	42/0/0/0	17	14.17	\$737.00
6/19/2018	2	15	5	42/0/0/0	48/0/0/0	20	16.67	\$890.00
6/20/2018	1	19	3	48/0/0/0	52/0/0/0	22	18.33	\$890.00
6/21/2018	3	19	1	52/0/0/0	48/0/0/0	20	16.67	\$890.00
6/22/2018	5	15	6	48/0/0/0	50/0/0/0	21	17.50	\$866.00
6/23/2018	8	13	1	50/0/0/0	28/0/0/0	14	11.67	\$546.00
6/24/2018	6	8	4	28/0/0/0	24/0/0/0	12	10.00	\$554.00
6/25/2018	1	11	9	24/0/0/0	40/0/0/0	20	16.67	\$911.00
6/26/2018	3	17	1	40/0/0/0	40/0/0/0	18	15.00	\$867.00
6/27/2018	1	17	5	40/0/0/0	52/0/0/0	22	18.33	\$1,071.00
6/28/2018	2	20	5	52/0/0/0	58/0/0/0	25	20.83	\$1,057.00
6/29/2018	12	13	6	58/0/0/0	49/0/0/0	19	15.83	\$885.00
6/30/2018	0	19	15	49/0/0/0	88/0/0/0	34	28.33	\$1,514.00
	85	339	115	1010/0/0/0	1090/0/0/0	454	12.61	\$19,939.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 07/01/2018 - 07/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
7/1/2018	8	26	23	88/0/0/0	122/0/0/0	49	40.83	\$2,112.00
7/2/2018	4	45	16	122/0/0/0	147/0/0/0	61	50.83	\$5,007.00
7/3/2018	2	59	32	147/0/0/0	211/0/0/0	91	75.83	\$6,518.00
7/4/2018	1	90	9	211/0/0/0	227/0/0/0	99	82.50	\$7,159.00
7/5/2018	24	75	8	227/0/0/0	193/0/0/0	83	69.17	\$3,502.00
7/6/2018	25	58	9	193/0/0/0	156/0/0/0	67	55.83	\$2,717.00
7/7/2018	21	46	0	156/0/0/0	104/0/0/0	46	38.33	\$1,902.00
7/8/2018	26	20	5	104/0/0/0	60/0/0/0	25	20.83	\$949.00
7/9/2018	10	15	6	60/0/0/0	50/0/0/0	21	17.50	\$919.00
7/10/2018	1	20	3	50/0/0/0	54/0/0/0	23	19.17	\$1,072.00
7/11/2018	0	23	3	54/0/0/0	63/0/0/0	26	21.67	\$1,174.00
7/12/2018	6	20	10	63/0/0/0	71/0/0/0	30	25.00	\$1,240.00
7/13/2018	4	26	8	71/0/0/0	79/0/0/0	34	28.33	\$1,546.00
7/14/2018	4	30	2	79/0/0/0	73/0/0/0	32	26.67	\$1,444.00
7/15/2018	5	27	5	73/0/0/0	73/0/0/0	32	26.67	\$1,313.00
7/16/2018	13	19	2	73/0/0/0	51/0/0/0	21	17.50	\$949.00
7/17/2018	3	18	2	51/0/0/0	45/0/0/0	20	16.67	\$854.00
7/18/2018	2	18	14	45/0/0/0	66/0/0/0	32	26.67	\$1,465.00
7/19/2018	3	29	20	66/0/0/0	105/0/0/0	49	40.83	\$2,209.00
7/20/2018	4	45	31	105/0/0/0	184/0/0/0	76	63.33	\$3,411.00
7/21/2018	3	73	9	184/0/0/0	196/0/0/0	82	68.33	\$3,797.00
7/22/2018	17	65	2	196/0/0/0	149/0/0/0	67	55.83	\$3,055.00
7/23/2018	37	30	3	149/0/0/0	70/0/0/0	33	27.50	\$1,400.00
7/24/2018	5	28	1	70/0/0/0	62/0/0/0	29	24.17	\$1,079.00
7/25/2018	4	25	12	62/0/0/0	78/0/0/0	37	30.83	\$1,708.00
7/26/2018	2	35	8	78/0/0/0	88/0/0/0	43	35.83	\$1,911.00
7/27/2018	5	38	6	88/0/0/0	92/0/0/0	44	36.67	\$1,772.00
7/28/2018	10	34	8	92/0/0/0	92/0/0/0	42	35.00	\$1,896.00
7/29/2018	12	30	5	92/0/0/0	77/0/0/0	35	29.17	\$1,633.00
7/30/2018	5	30	2	77/0/0/0	69/0/0/0	32	26.67	\$1,553.00
7/31/2018	2	30	0	69/0/0/0	65/0/0/0	30	25.00	\$1,043.00
	268	1127	264	3195/0/0/0	3172/0/0/0	1391	37.39	\$68,309.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 08/01/2018 - 08/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
8/1/2018	10	20	3	65/0/0/0	54/0/0/0	23	19.17	\$962.00
8/2/2018	3	20	5	54/0/0/0	66/0/0/0	25	20.83	\$1,166.00
8/3/2018	2	23	6	66/0/0/0	76/0/0/0	29	24.17	\$1,210.00
8/4/2018	7	22	7	76/0/0/0	64/0/0/0	29	24.17	\$1,363.00
8/5/2018	7	22	5	64/0/0/0	55/0/0/0	27	22.50	\$1,312.00
8/6/2018	3	24	4	55/0/0/0	60/0/0/0	28	23.33	\$1,363.00
8/7/2018	9	19	2	60/0/0/0	44/0/0/0	21	17.50	\$765.00
8/8/2018	7	14	5	44/0/0/0	42/0/0/0	19	15.83	\$918.00
8/9/2018	5	14	7	42/0/0/0	54/0/0/0	21	17.50	\$991.00
8/10/2018	2	19	12	54/0/0/0	71/0/0/0	31	25.83	\$1,272.00
8/11/2018	5	26	5	71/0/0/0	71/0/0/0	31	25.83	\$1,389.00
8/12/2018	9	22	0	71/0/0/0	52/0/0/0	22	18.33	\$975.00
8/13/2018	7	15	1	52/0/0/0	32/0/0/0	16	13.33	\$663.00
8/14/2018	4	12	4	32/0/0/0	32/0/0/0	16	13.33	\$605.00
8/15/2018	3	13	0	32/0/0/0	26/0/0/0	13	10.83	\$605.00
8/16/2018	1	12	1	26/0/0/0	26/0/0/0	13	10.83	\$554.00
8/17/2018	4	9	2	26/0/0/0	22/0/0/0	11	9.17	\$350.00
8/18/2018	5	6	1	22/0/0/0	18/0/0/0	7	5.83	\$299.00
8/19/2018	2	5	2	18/0/0/0	18/0/0/0	7	5.83	\$299.00
8/20/2018	0	7	0	18/0/0/0	18/0/0/0	7	5.83	\$299.00
8/21/2018	1	6	0	18/0/0/0	16/0/0/0	6	5.00	\$204.00
8/22/2018	1	5	0	16/0/0/0	14/0/0/0	5	4.17	\$204.00
8/23/2018	0	5	2	14/0/0/0	18/0/0/0	7	5.83	\$248.00
8/24/2018	0	7	0	18/0/0/0	18/0/0/0	7	5.83	\$248.00
8/25/2018	0	7	0	18/0/0/0	18/0/0/0	7	5.83	\$197.00
8/26/2018	2	5	3	18/0/0/0	24/0/0/0	8	6.67	\$350.00
8/27/2018	1	7	1	24/0/0/0	24/0/0/0	8	6.67	\$350.00
8/28/2018	2	6	2	24/0/0/0	24/0/0/0	8	6.67	\$357.00
8/29/2018	0	8	0	24/0/0/0	24/0/0/0	8	6.67	\$306.00
8/30/2018	1	7	6	24/0/0/0	50/0/0/0	13	10.83	\$547.00
8/31/2018	2	11	4	50/0/0/0	54/0/0/0	15	12.50	\$697.00
	105	398	90	1196/0/0/0	1185/0/0/0	488	13.12	\$21,068.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 09/01/2018 - 09/30/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
9/1/2018	1	14	0	54/0/0/0	48/0/0/0	14	11.67	\$642.00
9/2/2018	0	14	0	48/0/0/0	48/0/0/0	14	11.67	\$697.00
9/3/2018	7	7	1	48/0/0/0	24/0/0/0	8	6.67	\$350.00
9/4/2018	2	6	4	24/0/0/0	32/0/0/0	10	8.33	\$452.00
9/5/2018	0	10	2	32/0/0/0	35/0/0/0	12	10.00	\$459.00
9/6/2018	2	10	1	35/0/0/0	29/0/0/0	11	9.17	\$510.00
9/7/2018	4	7	1	29/0/0/0	24/0/0/0	8	6.67	\$357.00
9/8/2018	0	8	4	24/0/0/0	33/0/0/0	12	10.00	\$510.00
9/9/2018	5	7	1	33/0/0/0	21/0/0/0	8	6.67	\$357.00
9/10/2018	0	8	0	21/0/0/0	21/0/0/0	8	6.67	\$306.00
9/11/2018	0	8	3	21/0/0/0	27/0/0/0	11	9.17	\$465.00
9/12/2018	0	11	0	27/0/0/0	27/0/0/0	11	9.17	\$414.00
9/13/2018	0	11	0	27/0/0/0	27/0/0/0	11	9.17	\$465.00
9/14/2018	3	8	0	27/0/0/0	21/0/0/0	8	6.67	\$255.00
9/15/2018	4	4	0	21/0/0/0	12/0/0/0	4	3.33	\$102.00
9/16/2018	2	2	0	12/0/0/0	8/0/0/0	2	1.67	\$51.00
9/17/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$0.00
9/18/2018	1	1	0	8/0/0/0	2/0/0/0	1	0.83	\$0.00
9/19/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
9/20/2018	0	1	1	2/0/0/0	4/0/0/0	2	1.67	\$51.00
9/21/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
9/22/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
9/23/2018	1	1	1	4/0/0/0	4/0/0/0	2	1.67	\$51.00
9/24/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
9/25/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
9/26/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
9/27/2018	1	1	0	4/0/0/0	2/0/0/0	1	0.83	\$0.00
9/28/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
9/29/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
9/30/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
	33	155	19	537/0/0/0	485/0/0/0	174	4.83	\$6,749.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 10/01/2018 - 10/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
10/1/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/2/2018	0	1	1	2/0/0/0	4/0/0/0	2	1.67	\$51.00
10/3/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/4/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/5/2018	1	1	0	4/0/0/0	2/0/0/0	1	0.83	\$0.00
10/6/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/7/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/8/2018	0	1	1	2/0/0/0	4/0/0/0	2	1.67	\$51.00
10/9/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/10/2018	1	1	0	4/0/0/0	2/0/0/0	1	0.83	\$0.00
10/11/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/12/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/13/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/14/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/15/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/16/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/17/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/18/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/19/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/20/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/21/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/22/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/23/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/24/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/25/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/26/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/27/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/28/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/29/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/30/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/31/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
	2	34	2	72/0/0/0	72/0/0/0	36	0.97	\$255.00

Occupancy percentages based on 120 total units

Port of Brookings Harbor
Balance Sheet
As of May 31, 2018

	May 31, 18
ASSETS	
Current Assets	
Checking/Savings	
1001 · CASH & CASH EQUIVALENTS	
1002 · General Funds Ckg Umpqua 3634	97,172.48
1005 · General Fund LGIP 6017	102,103.81
Total 1001 · CASH & CASH EQUIVALENTS	199,276.29
1006 · Cash on Hand/Petty Cash	
1008 · Office/Financial Assistant	173.17
1010 · Fuel Dock Cash Drawer	400.00
1012 · RV Park Cash Drawer	920.00
1014 · Office/Reception Cash Drawer	200.00
Total 1006 · Cash on Hand/Petty Cash	1,693.17
1020 · RESTRICTED - CASH/EQUIVALENTS	
1022 · USDA BOND Umpqua MM 9529	2,503.62
1024 · Capital Projects Umpqua 8018	28,317.14
1028 · Debt Service Umpqua MM 8627	
1028.1 · IFA LOAN SAVINGS	2,504.23
1028.2 · TRAVEL LIFT	200.00
1028.3 · GENIE FORKLIFT	200.00
1028.4 · FORD F-150	200.00
Total 1028 · Debt Service Umpqua MM 8627	3,104.23
1030 · Oregon State Treasury LGIP	
1032 · USDA Bond Fund LGIP 6021	86,147.90
1034 · Capital Projects Fund LGIP 6019	955.51
1036 · Reserve Fund LGIP 6018	11,097.83
1038 · Debt Service Fund LGIP 6020	
1038.1 · IFA LOAN	60,077.60
1038.2 · TRAVELIFT	2,350.00
1038.3 · GENIE FORKLIFT	1,316.29
1038.4 · FORD F-150	19,762.00
Total 1038 · Debt Service Fund LGIP 6020	83,505.89
Total 1030 · Oregon State Treasury LGIP	181,707.13
Total 1020 · RESTRICTED - CASH/EQUIVALENTS	215,632.12
Total Checking/Savings	416,601.58
Accounts Receivable	
1200 · Accounts Receivable Account	43,653.65
Total Accounts Receivable	43,653.65
Other Current Assets	
1210 · A/R-Auditor Adjustment Account	32,891.00
1305 · FUEL Inventory	24,226.15
1310 · Prepaid Insurance	8,230.00

Port of Brookings Harbor
Balance Sheet
As of May 31, 2018

	May 31, 18
1320 · Due from Other Port Funds	
1322 · Due from Capital Projects Fund	54,204.19
Total 1320 · Due from Other Port Funds	54,204.19
1330 · Trans out to Other Port Funds	
1334 · Trans out to Capital Proj Fund	98,158.25
1336 · Trans out to Reserve Fund	11,000.00
1338 · Trans out to USDA Bond Fund	158,164.60
1340 · Trans out to Debt Service Fund	352,089.98
Total 1330 · Trans out to Other Port Funds	619,412.83
1400 · RECEIVABLES	
1402 · Tax Appropriations Receivable	22,893.00
1405 · Grants Receivables	
1408 · Dock Renovation L16010	41,578.00
Total 1405 · Grants Receivables	41,578.00
Total 1400 · RECEIVABLES	64,471.00
1499 · Undeposited Funds	1,100.51
Total Other Current Assets	804,535.68
Total Current Assets	1,264,790.91
Fixed Assets	
1600 · Fixed Asset	
1605 · Construction in Progress	1,537,645.75
1610 · Land	2,537,448.00
1615 · Idle & Impaired Assets	557,163.00
1620 · Buildings & Docks	14,504,923.68
1630 · Equipment	
1632 · 2017-50 BFMII Travelift	343,750.00
1635 · 2017 Ford F250 Truck	25,701.50
1636 · 2018 Genie Forklift GTH-1256	147,852.00
1638 · 2018 Ford F150 Truck	20,462.00
1630 · Equipment - Other	190,982.00
Total 1630 · Equipment	728,747.50
Total 1600 · Fixed Asset	19,865,927.93
1690 · Allowance for depreciation	-5,123,949.00
Total Fixed Assets	14,741,978.93
TOTAL ASSETS	16,006,769.84

Port of Brookings Harbor
Balance Sheet
As of May 31, 2018

	May 31, 18
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · General Fund Accts Payable	29,722.99
2002 · Capital Projects Accts Payable	131,240.00
Total Accounts Payable	160,962.99
Other Current Liabilities	
2012 · ACCRUED BENEFITS	22,830.55
2013 · Accrued Int Payable-Restricted	81,705.00
2015 · DEFERRED REVENUE	44,555.00
2020 · Security Deposits C/R	10,786.53
2022 · Key Deposit	1,040.00
2026 · Deposits Payable	1,000.00
2120 · Due to Other Port Funds	
2122 · Due to Capital Projects Fund	54,204.19
Total 2120 · Due to Other Port Funds	54,204.19
2130 · Trans in to Other Port Funds	
2134 · Trans in to Capital Proj Fund	98,158.25
2136 · Trans in to Reserve Fund	11,000.00
2138 · Trans in to USDA Bond Fund	158,164.60
2140 · Trans in to Debt Service Fund	352,089.98
Total 2130 · Trans in to Other Port Funds	619,412.83
2150 · Current Portion of LT Debt	377,043.00
Total Other Current Liabilities	1,212,577.10
Total Current Liabilities	1,373,540.09
Long Term Liabilities	
2200 · Notes Payable	
Revenue Bonds Payable	
2280 · USDA #97-02	1,222,071.87
Total Revenue Bonds Payable	1,222,071.87
2205 · 50 BFMII Travelift Mobile Boat	261,433.80
2212 · Ford F150 Truck	19,962.00
2215 · 2018 Genie Reach Forklift	97,074.28
2235 · Land Purchase-Kyle Aubin	16,128.00
2250 · OEDD/Restructure Prin Pmts	
IFA/OBDD LOANS	
2256 · IFA/OBDD #520139/Boardwalk	79,662.50
2257 · IFA/OBDD #525172/RV Park Improv	140,257.74
2258 · IFA/OBDD #525176/Green Bldg	313,253.03
2259 · IFA/OBDD #525181/EurekaFishery	207,387.70
Total IFA/OBDD LOANS	740,560.97

Port of Brookings Harbor
Balance Sheet
As of May 31, 2018

	May 31, 18
IFA/SPWF LOANS	
2261 · IFA/SPWF L02009/Cold Storage	839,733.50
2263 · IFA/SPWF L96003/RV Park Beach	77,179.52
2264 · IFA/SPWF L98004/Dock Improv	231,229.45
2265 · L02001/Marine Fueling Dock	210,517.08
2266 · X03004/Eureka Fishery Invoice	224,877.64
Total IFA/SPWF LOANS	1,583,537.19
Total 2250 · OEDD/Restructure Prin Pmts	2,324,098.16
Total 2200 · Notes Payable	3,940,768.11
2207 · Accrued interest payable	2,730,127.00
2290 · Less current portion	-377,043.00
Total Long Term Liabilities	6,293,852.11
Total Liabilities	7,667,392.20
Equity	
2900 · Port Equity Account	7,877,634.61
3900 · RETAINED EARNINGS	15,526.00
Net Income	446,217.03
Total Equity	8,339,377.64
TOTAL LIABILITIES & EQUITY	16,006,769.84

**Port of Brookings Harbor
Port Profit & Loss
May 2018**

Accrual Basis

	May 18
Ordinary Income/Expense	
Income	
4100 · MARINA/ADMINISTRATION	
4120 · Finance Charges/Income	638.19
4125 · Administrative Fees	225.00
4130 · Boat Launch	2,966.00
4135 · Storage	6,626.67
4300 · MOORAGE	
4310 · Commercial Slip Rent	3,402.00
4320 · Recreational Slip Rent	17,709.83
4325 · Transient	441.28
4340 · Moorage Electric	2,973.16
4350 · Other Fees	300.00
Total 4300 · MOORAGE	24,826.27
Total 4100 · MARINA/ADMINISTRATION	35,282.13
4200 · COMMERCIAL RETAIL	
4210 · Commercial Retail Lease	41,632.48
4211 · CR/ Electric	58.19
4212 · CR/ Water	90.00
4214 · CR/ Sewer	75.38
4222 · CPI-U	547.47
Total 4200 · COMMERCIAL RETAIL	42,403.52
4400 · RV PARK	
4410 · Space Rental	53,526.00
4440 · Laundry & Showers	514.50
4450 · Wood Sales	340.00
4470 · Misc Purchases & Sales	50.00
Total 4400 · RV PARK	54,430.50
4600 · FUEL SALES	41,460.44
4600 · BOATYARD	
4630 · Other Services & Sales	328.00
4635 · Travel Lift Haul Out	3,811.30
4645 · Telehandler	1,260.00
4655 · Yard Days	2,963.80
Total 4600 · BOATYARD	8,363.10
4900 · PROPERTY GROUND USE	
4910 · Grounds Use Fee	2,570.00
4920 · Labor	660.00
4930 · Material/Repair	140.00
Total 4900 · PROPERTY GROUND USE	3,370.00
Total Income	185,309.69
Gross Profit	185,309.69
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5012 · OFFICE STAFF	
5016 · Wages/Port Office	7,412.23
5018 · Wages/RV Park	3,135.96
Total 5012 · OFFICE STAFF	10,548.19
5020 · OPERATIONS STAFF	
5021 · Wages/Boatyard	3,288.83
5022 · Wages/Comm Retail	77.94
5023 · Wages/Fuel Dock	515.27
5025 · Wages/Marina	8,197.76
5026 · Wages/RV Park	1,144.85
5028 · Wages/Capital Projects	1,246.20

**Port of Brookings Harbor
Port Profit & Loss
May 2018**

Accrual Basis

	May 18
Total 6020 · OPERATIONS STAFF	12,470.95
5030 · BONUS	1,500.00
5040 · OVERTIME	
5042 · OFFICE/OVERTIME	
5044 · Overtime/Port Office	584.14
5046 · Overtime/RV Park Office	121.17
Total 5042 · OFFICE/OVERTIME	705.31
5050 · OPERATIONS/OVERTIME	
5051 · Overtime/Boatyard	235.56
5053 · Overtime/Fuel Dock	12.99
5056 · Overtime/RV Park Operations	117.78
5057 · Overtime/Capital Projects	58.89
Total 5050 · OPERATIONS/OVERTIME	425.22
Total 5040 · OVERTIME	1,130.53
Total 5010 · WAGES & SALARIES	25,649.67
6060 · EMPLOYEE COSTS & BENEFITS	
5068 · Paid Time Off	814.69
5070 · Payroll Taxes	3,000.54
5076 · Health Care and Dental	4,204.90
5090 · SEP Retirement	
5094 · Office	1,090.51
5096 · Operations	1,446.54
Total 5090 · SEP Retirement	2,537.05
Total 6060 · EMPLOYEE COSTS & BENEFITS	10,557.18
Total 5000 · PERSONNEL SERVICES/PAYROLL	36,206.85
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	13,336.03
6115 · Services & Supplies	2,709.34
6120 · Landscaping & Beautification	600.00
6135 · Security Contract	1,230.30
Total 6100 · REPAIRS & MAINTENANCE	17,875.67
6150 · FUEL purchased for resale	36,522.34
6200 · UTILITIES	
6210 · Telecommunications	405.02
6220 · Electric	7,228.15
6230 · Water	1,356.36
6240 · Sanitary	3,050.39
6250 · Waste Management	6,829.20
6260 · Cable TV	456.99
Total 6200 · UTILITIES	19,326.11
6300 · OFFICE EXPENSE	
6315 · Office Services & Supplies	385.66
6320 · Leased Equipment(incl'g copier)	1,396.20
6330 · Dues, Subs & Pubs	2,169.00
6345 · Postage	35.60
6348 · Computers & Software Purchases	1,499.99
Total 6300 · OFFICE EXPENSE	5,486.45
6360 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	1,819.71
6360 · Bank Service Charge/Fees	0.55
Total 6360 · BANK SERVICE & FINANCE FEES	1,820.26
6400 · TRAVEL & ENTERTAINMENT	

**Port of Brookings Harbor
Port Profit & Loss
May 2018**

Accrual Basis

	May 18
6425 · Mileage Reimbursement	152.87
Total 6400 · TRAVEL & ENTERTAINMENT	152.87
6600 · PERMITS, LICENSES, TAXES & MISC	
6610 · Conferences/Education/Meetings	8.00
6675 · Permits & Licenses	768.00
Total 6500 · PERMITS, LICENSES, TAXES & MISC	776.00
6600 · BAD DEBT	36.00
6800 · INSURANCE; PROP & CAS, BOND	6,370.00
6900 · PROFESSIONAL FEES	
6924 · Management Consulting	3,000.00
6936 · Legal	737.53
6946 · IT Support/Services	149.00
6955 · Payroll Administration Fee	229.60
Total 6900 · PROFESSIONAL FEES	4,116.13
Total Expense	128,688.68
Net Ordinary Income	56,621.01
Other Income/Expense	
Other Income	
7000 · PROPERTY TAX	
7010 · Previously Levied Tax	367.51
7020 · Current Tax Levy	1,366.17
Total 7000 · PROPERTY TAX	1,733.68
7100 · INTEREST & DIVIDENDS INCOME	543.95
7110 · MISC INCOME	
7120 · Restitution & Settlements	9,634.00
7150 · Longevity Credit;SDAO	8,577.50
Total 7110 · MISC INCOME	18,211.50
7200 · GRANT REVENUES	
7213 · Boarding Docks/Launch FG #1587	148,583.27
Total 7200 · GRANT REVENUES	148,583.27
Total Other Income	189,072.40
Other Expense	
8200 · GRANT EXPENSES	
8212 · Boarding Docks/Launch FG #1587	134,670.33
Total 8200 · GRANT EXPENSES	134,670.33
8400 · DEBT SERVICE FUND	
8430 · Paid Interest	
8443 · 50 BFMII Travellift Interest	1,214.05
8444 · 2018 Genie Forklift Interest	490.40
Total 8430 · Paid Interest	1,704.45
Total 8400 · DEBT SERVICE FUND	1,704.45
Total Other Expense	136,374.78
Net Other Income	32,697.62
Net Income	89,318.63

**Port of Brookings Harbor
Profit & Loss Budget Performance**
July 2017 through May 2018

Ordinary Income/Expense Income	Jul '17 - May 18	Budget	% of Budget
4100 · MARINA/ADMINISTRATION	532,553.81	731,532.00	72.8%
4200 · COMMERCIAL RETAIL	466,820.67	559,042.00	83.5%
4400 · RV PARK	499,848.40	545,395.00	91.6%
4500 · FUEL SALES	384,777.32	564,761.00	68.1%
4600 · BOATYARD	83,536.80	222,240.00	37.6%
4900 · PROPERTY GROUND USE	8,290.00	12,100.00	68.5%
Total Income	1,975,827.00	2,635,070.00	75.0%
Gross Profit	1,975,827.00	2,635,070.00	75.0%
Expense			
5000 · PERSONNEL SERVICES/PAYR...	549,983.31	596,256.00	92.2%
6000 · MATERIALS & SERVICES			
6001 · ADVERTISING & NOTIFICATIONS	9,970.99	6,549.00	152.3%
6100 · REPAIRS & MAINTENANCE	192,586.43	241,072.00	79.9%
6150 · FUEL purchased for resale	323,294.44	440,400.00	73.4%
6200 · UTILITIES	241,929.85	316,389.00	76.5%
6300 · OFFICE EXPENSE	41,132.64	53,806.00	76.4%
6350 · BANK SERVICE & FINANCE FEES	22,882.40	28,505.00	80.3%
6400 · TRAVEL & ENTERTAINMENT	2,422.06	2,340.00	103.5%
6500 · PERMITS, LICENSES, TAXES & ...	15,407.74	20,208.00	76.2%
6585 · HARBOR RFPD SERVICE	15,000.00	15,000.00	100.0%
6600 · BAD DEBT	8,896.84	5,507.00	161.6%
6800 · INSURANCE; PROP & CAS, BO...	79,464.90	96,852.00	82.0%
6900 · PROFESSIONAL FEES	92,372.58	63,272.00	146.0%
Total Expense	1,595,344.18	1,886,156.00	84.6%
Net Ordinary Income	380,482.82	748,914.00	50.8%

**Port of Brookings Harbor
Profit & Loss Budget Performance**
July 2017 through May 2018

	Jul '17 - May 18	Budget	% of Budget
Other Income/Expense			
Other Income			
7000 · PROPERTY TAX	228,639.19	205,000.00	111.5%
7100 · INTEREST & DIVIDENDS INCOME	2,641.63		
7110 · MISC INCOME	154,298.20		100.0%
7170 · Sale of Assets	6,883.40		
7200 · GRANT REVENUES	167,552.27	1,880,213.00	8.9%
7300 · FEMA REVENUE		819,761.00	
Total Other Income	560,014.69	2,904,974.00	19.3%
Other Expense			
8055 · CAPITAL PROJECTS/REPAIRS	33,623.82	65,000.00	51.7%
8100 · FEMA EXPENSES	16,803.81	1,000,000.00	1.7%
8200 · GRANT EXPENSES	362,346.17	529,785.00	68.4%
8400 · DEBT SERVICE FUND	17,116.59	17,237.00	99.3%
8600 · USDA REVENUE BOND	64,390.09	64,372.00	100.0%
Total Other Expense	494,280.48	1,676,394.00	29.5%
Net Other Income	65,734.21	1,228,580.00	5.4%
Net Income	446,217.03	1,977,494.00	22.6%

Port of Brookings Harbor
Profit & Loss General Fund
May 2018

Ordinary Income/Expense	BEACHFRONT RV PARK (GENERAL FUND)	BOATYARD (GENERAL FUND)	COMMERCIAL RETAIL (GENERAL FUND)	FUEL DOCK (GENERAL FUND)	MARINA (GENERAL FUND)	PROPERTY GROUND USE (GENERAL FUND)	Total GENERAL FUND	TOTAL
Income								
4100 - MARINA/ADMINISTRATION					638.19		638.19	638.19
4120 - Finance Charge/Income					150.00		150.00	150.00
4125 - Administrative Fees					2,966.00		2,966.00	2,966.00
4190 - Boat Launch					6,536.67		6,536.67	6,536.67
4135 - Storage								
4300 - MORTGAGE								
4310 - Commercial Slip Rent					3,482.00		3,482.00	3,482.00
4320 - Recreational Slip Rent					17,709.53		17,709.53	17,709.53
4325 - Harbormen					441.28		441.28	441.28
4330 - Harbor Electric					2,973.16		2,973.16	2,973.16
4380 - Other Fees					300.00		300.00	300.00
Total 4300 - MORTGAGE					24,828.27		24,828.27	24,828.27
Total 4100 - MARINA/ADMINISTRATION					35,117.13		35,117.13	35,117.13
4200 - COMMERCIAL RETAIL			40,782.48				40,782.48	40,782.48
4210 - Commercial Retail Lease			58.19				58.19	58.19
4211 - CR/Electric			90.00				90.00	90.00
4212 - CR/Water			75.38				75.38	75.38
4214 - CR/Sewer			529.27				529.27	529.27
4222 - CR-U								
Total 4200 - COMMERCIAL RETAIL			41,545.32				41,545.32	41,545.32
4400 - RV PARK								
4410 - Space Rental	53,526.00						53,526.00	53,526.00
4440 - Laundry & Showers	514.50						514.50	514.50
4460 - Wood Sales	340.00						340.00	340.00
4470 - Misc Purchases & Sales	50.00						50.00	50.00
Total 4400 - RV PARK	54,430.50						54,430.50	54,430.50
4480 - FUEL SALES				40,278.34			40,278.34	40,278.34
4490 - BOATYARD		328.00					328.00	328.00
4430 - Other Services & Sales		3,811.30					3,811.30	3,811.30
4445 - Trawl Lin Head Out		1,290.00					1,290.00	1,290.00
4445 - Trawl Lin		2,963.80					2,963.80	2,963.80
4445 - Yacht Days								
Total 4400 - BOATYARD		8,383.10					8,383.10	8,383.10
4500 - PROPERTY GROUND USE						2,570.00	2,570.00	2,570.00
4510 - Overhead Use Fee						680.00	680.00	680.00
4520 - Labor						140.00	140.00	140.00
4530 - Material/Repair								
Total 4500 - PROPERTY GROUND USE						3,370.00	3,370.00	3,370.00
Total Income	54,430.50	8,383.10	41,545.32	40,278.34	35,117.13	3,370.00	183,102.29	183,102.29
Expense								
5000 - PERSONNEL SERVICES/PAYROLL					7,412.23		7,412.23	7,412.23
5010 - WAGES & SALARIES								
5012 - OFFICE STAFF								
5016 - Warehouse/Port Office	3,133.96						3,133.96	3,133.96
5018 - Warehouse/Port Office								
Total 5012 - OFFICE STAFF	3,133.96						3,133.96	3,133.96
5020 - OPERATIONS STAFF		3,288.93					3,288.93	3,288.93
5031 - Warehouse/Boatyard		77.94					77.94	77.94
5022 - Warehouse/Comm Retail		515.27					515.27	515.27
5023 - Warehouse/Fuel Dock		6,187.76					6,187.76	6,187.76
5025 - Warehouse/Launch		1,144.85					1,144.85	1,144.85
5028 - Warehouse/Port Office								
Total 5020 - OPERATIONS STAFF		11,224.75					11,224.75	11,224.75
5030 - BONNUS					1,500.00		1,500.00	1,500.00
5040 - OVERTIME								
5042 - OFFICE/OVERTIME	121.17						121.17	121.17
5044 - Warehouse/Port Office								
5046 - Warehouse/Port Office								
Total 5042 - OFFICE/OVERTIME	121.17						121.17	121.17
5050 - OPERATIONS/OVERTIME		235.56					235.56	235.56
5051 - Warehouse/Boatyard								
5053 - Warehouse/Fuel Dock								
Total 5050 - OPERATIONS/OVERTIME		235.56					235.56	235.56
Total Expense	3,255.13	11,224.75	7,412.23	3,133.96	1,500.00	3,370.00	28,295.07	28,295.07
Total Profit	51,175.37	8,383.10	34,133.09	37,139.34	33,617.13	3,370.00	154,808.02	154,808.02

Port of Brookings Harbor
Profit & Loss General Fund
May 2018

	BEACHFRONT RV PARK (GENERAL FUND)	BOATYARD (GENERAL FUND)	COMMERCIAL RETAIL (GENERAL FUND)	FUEL DOCK (GENERAL FUND)	MARMA (GENERAL FUND)	PROPERTY GROUND USE (GENERAL FUND)	Total GENERAL FUND	TOTAL
688 - Overhead/Pvt Operations	117.78						117.78	117.78
Total 688 - OPERATIONS/OVERTIME	117.78	235.56		12.99			366.33	366.33
Total 689 - WAGES & SALARIES	4,519.75	3,524.49	77.94	529.26	15,694.13		24,344.58	24,344.58
690 - EMPLOYEE COSTS & BENEFITS		436.94	9.75	66.18	814.89		814.89	814.89
691 - Payroll Tax					1,765.81		2,837.83	2,837.83
692 - Health Care and Dental					4,204.90		4,204.90	4,204.90
693 - SEP Retirement					1,090.51		1,090.51	1,090.51
694 - Office					1,448.54		1,448.54	1,448.54
695 - Operations					2,337.05		2,337.05	2,337.05
Total 690 - EMPLOYEE COSTS & BENEFITS	559.34	436.94	9.75	66.18	8,322.25		10,394.47	10,394.47
Total 690 - PERSONNEL SERVICE/PAYROLL	5,079.10	3,961.43	87.69	594.45	23,016.38		34,739.05	34,739.05
698 - REPAIRS & MAINTENANCE	237.66	148.87	7,879.00		2,037.11	3,000.00	13,290.77	13,290.77
699 - Maintenance & Repairs	82.00		12.00		1,438.88		2,480.88	2,480.88
700 - Security Contract	1,000.00				360.00		560.00	560.00
701 - Security Contract					230.20		1,230.30	1,230.30
Total 698 - REPAIRS & MAINTENANCE	2,415.66	148.87	7,948.00		4,007.30	3,000.00	17,561.83	17,561.83
699 - FUEL purchased for resale				36,522.34			36,522.34	36,522.34
699 - UTILITIES	154.07		803.57	58.57	290.95	118.25	408.02	408.02
699 - Telephone	1,321.23		2,467.40	24.67	4,825.53		7,228.15	7,228.15
699 - Water	1,222.23		1,205.68	33.14	973.78		1,358.36	1,358.36
699 - Sewer	508.43		1,090.74	220.78	1,450.20		2,058.23	2,058.23
699 - Cable TV	1,888.50				3,059.20		4,947.70	4,947.70
Total 699 - UTILITIES	4,473.12		3,407.67	312.47	11,014.00	118.25	19,326.11	19,326.11
699 - OFFICE EXPENSE								
699 - Office Supplies	602.00				332.67		365.66	365.66
699 - Office Equipment (inclg copier)					784.20		1,386.20	1,386.20
699 - Desk, Chairs & Files					2,169.00		2,169.00	2,169.00
699 - Postage					32.60		32.60	32.60
699 - Computers & Software Purchases					1,493.99		1,493.99	1,493.99
Total 699 - OFFICE EXPENSE	602.00				4,831.48		5,466.45	5,466.45
699 - BANK SERVICE & FINANCE FEES								
699 - Merchant Service Fees	822.31				663.78		1,019.71	1,019.71
699 - Bank Service Charges					0.35		0.35	0.35
Total 699 - BANK SERVICE & FINANCE FEES	822.31				664.14		1,020.28	1,020.28
699 - TRAVEL & ENTERTAINMENT								
699 - Mileage Reimbursement					152.87		152.87	152.87
Total 699 - TRAVEL & ENTERTAINMENT					152.87		152.87	152.87
699 - PERMITS, LICENSES, TAXES & MISC								
699 - Conference/Education/Meetings					8.00		8.00	8.00
699 - Legal	149.00		462.50		3,000.00		3,000.00	3,000.00
699 - IT Support/Services	149.00				275.93		149.00	149.00
Total 699 - PERMITS, LICENSES, TAXES & MISC	149.00		462.50		3,275.93		3,866.53	3,866.53
Total 690 - PROFESSIONAL FEES	149.00		462.50		3,275.93		3,866.53	3,866.53
Total Expenses	13,580.43	5,021.56	12,468.15	37,815.86	54,662.29	3,118.25	126,877.54	126,877.54
Net Ordinary Income	40,840.07	3,341.54	29,078.17	2,460.48	-18,545.16	251.75	56,424.85	56,424.85
Other Income								
700 - PROPERTY TAX					367.51		367.51	367.51
701 - Previously Levied Tax								

Port of Brookings Harbor
Profit & Loss General Fund
May 2018

	BEACHFRONT RV PARK (GENERAL FUND)	BOATYARD (GENERAL FUND)	COMMERCIAL RETAIL (GENERAL FUND)	FUEL DOCK (GENERAL FUND)	MARINA (GENERAL FUND)	PROPERTY GROUND USE (GENERAL FUND)	Total GENERAL FUND	TOTAL
7090 - Current Tax Levy					1,366.17		1,366.17	1,366.17
Total 7090 - PROPERTY TAX					1,733.88		1,733.88	1,733.88
7100 - INTEREST & DIVIDENDS INCOME					182.34		182.34	182.34
7110 - MISC INCOME						9,634.00	9,634.00	9,634.00
7120 - Rent/Leases & Settlements						8,577.50	8,577.50	8,577.50
7180 - Longevity Credit:SDAO					8,577.50		8,577.50	8,577.50
Total 7110 - MISC INCOME					9,577.50		18,211.50	18,211.50
Total Other Income					10,493.52	9,634.00	20,127.52	20,127.52
Net Other Income					10,493.52	9,634.00	20,127.52	20,127.52
Net Income	40,840.87	3,241.54	29,878.17	2,468.48	-9,851.84	9,688.75	78,882.37	78,882.37

**Port of Brookings Harbor
Profit & Loss Beachfront RV Park
May 2018**

Ordinary Income/Expense	
Income	<u>May 18</u>
4400 · RV PARK	
4410 · Space Rental	53,526.00
4440 · Laundry & Showers	514.50
4450 · Wood Sales	340.00
4470 · Misc Purchases & Sales	50.00
Total 4400 · RV PARK	<u>54,430.50</u>
Total Income	<u>54,430.50</u>
Gross Profit	<u>54,430.50</u>
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5012 · OFFICE STAFF	
5018 · Wages/RV Park	3,135.96
Total 5012 · OFFICE STAFF	<u>3,135.96</u>
5020 · OPERATIONS STAFF	
5026 · Wages/RV Park	1,144.85
Total 5020 · OPERATIONS STAFF	<u>1,144.85</u>
5040 · OVERTIME	
5042 · OFFICE/OVERTIME	
5046 · Overtime/RV Park Office	121.17
Total 5042 · OFFICE/OVERTIME	<u>121.17</u>
5050 · OPERATIONS/OVERTIME	
5056 · Overtime/RV Park Operations	117.78
Total 5050 · OPERATIONS/OVERTIME	<u>117.78</u>
Total 5040 · OVERTIME	<u>238.95</u>
Total 5010 · WAGES & SALARIES	4,519.76
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	559.34
Total 5060 · EMPLOYEE COSTS & BENEFITS	<u>559.34</u>
Total 5000 · PERSONNEL SERVICES/PAYROLL	<u>5,079.10</u>
6100 · REPAIRS & MAINTENANCE	

**Port of Brookings Harbor
Profit & Loss Beachfront RV Park
May 2018**

	May 18
6110 · Maintenance & Repairs	237.66
6115 · Services & Supplies	879.00
6120 · Landscaping & Beautification	300.00
6135 · Security Contract	1,000.00
Total 6100 · REPAIRS & MAINTENANCE	2,416.66
6200 · UTILITIES	
6210 · Telecommunications	154.07
6220 · Electric	1,332.23
6230 · Water	134.90
6240 · Sanitary	506.43
6250 · Waste Management	1,888.50
6260 · Cable TV	456.99
Total 6200 · UTILITIES	4,473.12
6300 · OFFICE EXPENSE	
6320 · Leased Equipment(inc'l'g copier)	602.00
Total 6300 · OFFICE EXPENSE	602.00
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	822.31
Total 6350 · BANK SERVICE & FINANCE FEES	822.31
6800 · INSURANCE; PROP & CAS, BOND	48.24
6900 · PROFESSIONAL FEES	
6945 · IT Support/Services	149.00
Total 6900 · PROFESSIONAL FEES	149.00
Total Expense	13,590.43
Net Ordinary Income	40,840.07
Net Income	40,840.07

**Port of Brookings Harbor
Profit & Loss Boatyard
May 2018**

	May 18
Ordinary Income/Expense	
Income	
4600 · BOATYARD	328.00
4630 · Other Services & Sales	3,811.30
4635 · Travel Lift Haul Out	1,260.00
4645 · Telehandler	2,963.80
4655 · Yard Days	8,363.10
Total 4600 · BOATYARD	8,363.10
Total Income	8,363.10
Gross Profit	8,363.10
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5020 · OPERATIONS STAFF	
5021 · Wages/Boatyard	3,288.93
Total 5020 · OPERATIONS STAFF	3,288.93
5040 · OVERTIME	
5050 · OPERATIONS/OVERTIME	
5051 · Overtime/Boatyard	235.56
Total 5050 · OPERATIONS/OVERTIME	235.56
Total 5040 · OVERTIME	235.56
Total 5010 · WAGES & SALARIES	3,524.49
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	436.94
Total 5060 · EMPLOYEE COSTS & BENEFITS	436.94
Total 5000 · PERSONNEL SERVICES/PAYROLL	3,961.43
6100 · REPAIRS & MAINTENANCE	
6115 · Services & Supplies	149.97
Total 6100 · REPAIRS & MAINTENANCE	149.97
6900 · INSURANCE; PROP & CAS, BOND	910.16
Total Expense	5,021.56
Net Ordinary Income	3,341.54
Net Income	3,341.54

Port of Brookings Harbor
Profit & Loss Commercial Retail
 May 2018

	<u>May 18</u>
Ordinary Income/Expense	
Income	
4200 - COMMERCIAL RETAIL	
4210 - Commercial Retail Lease	40,792.48
4211 - CR/ Electric	58.19
4212 - CR/ Water	90.00
4214 - CR/ Sewer	75.38
4222 - CPU	529.27
Total 4200 - COMMERCIAL RETAIL	<u>41,545.32</u>
Total Income	<u>41,545.32</u>
Gross Profit	<u>41,545.32</u>
Expense	
5000 - PERSONNEL SERVICES/PAYROLL	
5010 - WAGES & SALARIES	
5020 - OPERATIONS STAFF	77.94
5022 - Wages/Comm Retail	77.94
Total 5020 - OPERATIONS STAFF	<u>155.88</u>
Total 5010 - WAGES & SALARIES	<u>155.88</u>
5060 - EMPLOYEE COSTS & BENEFITS	
5070 - Payroll Taxes	9.75
Total 5060 - EMPLOYEE COSTS & BENEFITS	<u>9.75</u>
Total 5000 - PERSONNEL SERVICES/PAYROLL	<u>165.63</u>
6100 - REPAIRS & MAINTENANCE	
6110 - Maintenance & Repairs	7,976.00
6115 - Services & Supplies	12.00
Total 6100 - REPAIRS & MAINTENANCE	<u>7,988.00</u>
6200 - UTILITIES	
6220 - Electric	893.57
6230 - Water	247.68
6240 - Sanitary	1,205.68
6250 - Waste Management	1,060.74
Total 6200 - UTILITIES	<u>3,407.67</u>
6800 - INSURANCE, PROP & CAS, BOND	523.29
6900 - PROFESSIONAL FEES	
6935 - Legal	462.50
Total 6900 - PROFESSIONAL FEES	<u>462.50</u>
Total Expense	<u>12,469.15</u>
Net Ordinary Income	<u>29,076.17</u>
Net Income	<u>29,076.17</u>

**Port of Brookings Harbor
CAPITAL PROJECTS ACTIVITY
May 2018**

	May 18
Ordinary Income/Expense	
Expense	
5000 · PERSONNEL SERVICES/PAYROLL	
5060 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	162.71
Total 5060 · EMPLOYEE COSTS & BENEFITS	162.71
5010 · WAGES & SALARIES	
5040 · OVERTIME	
5050 · OPERATIONS/OVERTIME	
5057 · Overtime/Capital Projects	58.89
Total 5050 · OPERATIONS/OVERTIME	58.89
Total 5040 · OVERTIME	58.89
5020 · OPERATIONS STAFF	
5028 · Wages/Capital Projects	1,246.20
Total 5020 · OPERATIONS STAFF	1,246.20
Total 5010 · WAGES & SALARIES	1,305.09
Total 5000 · PERSONNEL SERVICES/PAYROLL	1,467.80
Total Expense	1,467.80
Net Ordinary Income	-1,467.80
Other Income/Expense	
Other Income	
7100 · INTEREST & DIVIDENDS INCOME	93.30
7200 · GRANT REVENUES	
7213 · Boarding Docks/Launch FG #1587	148,583.27
Total 7200 · GRANT REVENUES	148,583.27
Total Other Income	148,676.57
Other Expense	
8200 · GRANT EXPENSES	
8212 · Boarding Docks/Launch FG #1587	134,670.33
Total 8200 · GRANT EXPENSES	134,670.33
Total Other Expense	134,670.33
Net Other Income	14,006.24
Net Income	12,538.44

**Port of Brookings Harbor
Profit & Loss Fuel Dock
May 2018**

	May 18
Ordinary Income/Expense	
Income	
4500 · FUEL SALES	40,276.34
Total Income	40,276.34
Gross Profit	40,276.34
Expense	
6000 · PERSONNEL SERVICES/PAYROLL	
5010 · WAGES & SALARIES	
5020 · OPERATIONS STAFF	
5023 · Wages/Fuel Dock	515.27
Total 5020 · OPERATIONS STAFF	515.27
5040 · OVERTIME	
5050 · OPERATIONS/OVERTIME	
5053 · Overtime/Fuel Dock	12.99
Total 5050 · OPERATIONS/OVERTIME	12.99
Total 5040 · OVERTIME	12.99
Total 5010 · WAGES & SALARIES	528.26
5050 · EMPLOYEE COSTS & BENEFITS	
5070 · Payroll Taxes	66.19
Total 5050 · EMPLOYEE COSTS & BENEFITS	66.19
Total 5000 · PERSONNEL SERVICES/PAYROLL	594.45
6150 · FUEL purchased for resale	36,522.34
6200 · UTILITIES	
6220 · Electric	58.57
6240 · Sanitary	33.14
6250 · Waste Management	220.76
Total 6200 · UTILITIES	312.47
6300 · OFFICE EXPENSE	
6315 · Office Services & Supplies	52.99
Total 6300 · OFFICE EXPENSE	52.99
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	333.61
Total 6350 · BANK SERVICE & FINANCE FEES	333.61
Total Expense	37,815.86
Net Ordinary Income	2,460.48
Net Income	2,460.48

**Port of Brookings Harbor
Profit & Loss Marina
May 2018**

May 18

Ordinary Income/Expense

Income

4100 · MARINA/ADMINISTRATION	638.19
4120 · Finance Charges/Income	150.00
4125 · Administrative Fees	2,966.00
4130 · Boat Launch	6,536.67
4135 · Storage	
4300 · MOORAGE	

4310 · Commercial Slip Rent	3,402.00
4320 · Recreational Slip Rent	17,709.83
4325 · Transient	441.28
4340 · Moorage Electric	2,973.16
4350 · Other Fees	300.00

Total 4300 · MOORAGE

Total 4100 · MARINA/ADMINISTRATION

Total Income

<u>24,826.27</u>	<u>24,826.27</u>
<u>35,117.13</u>	<u>35,117.13</u>
<u>35,117.13</u>	<u>35,117.13</u>

Gross Profit

Expense

5000 · PERSONNEL SERVICES/PAYROLL

5010 · WAGES & SALARIES

5012 · OFFICE STAFF

5016 · Wages/Port Office

Total 5012 · OFFICE STAFF

5020 · OPERATIONS STAFF

5025 · Wages/Marina

Total 5020 · OPERATIONS STAFF

5030 · BONUS

5040 · OVERTIME

5042 · OFFICE/OVERTIME

5044 · Overtime/Port Office

Total 5042 · OFFICE/OVERTIME

Total 5040 · OVERTIME

Total 5010 · WAGES & SALARIES

<u>7,412.23</u>	<u>7,412.23</u>
<u>7,412.23</u>	<u>7,412.23</u>
<u>6,197.76</u>	<u>6,197.76</u>
<u>1,500.00</u>	<u>1,500.00</u>
<u>584.14</u>	<u>584.14</u>
<u>584.14</u>	<u>584.14</u>
<u>15,694.13</u>	<u>15,694.13</u>

**Port of Brookings Harbor
Profit & Loss Marina
May 2018**

	May 18
5060 · EMPLOYEE COSTS & BENEFITS	
5068 · Paid Time Off	814.69
5070 · Payroll Taxes	1,765.61
5076 · Health Care and Dental	4,204.90
5090 · SEP Retirement	
5094 · Office	1,090.51
5096 · Operations	1,446.54
5090 · SEP Retirement	2,537.05
Total 5090 · SEP Retirement	9,322.25
Total 5060 · EMPLOYEE COSTS & BENEFITS	25,016.38
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	2,037.11
6115 · Services & Supplies	1,439.89
6120 · Landscaping & Beautification	300.00
6135 · Security Contract	230.30
Total 6100 · REPAIRS & MAINTENANCE	4,007.30
6200 · UTILITIES	
6210 · Telecommunications	250.95
6220 · Electric	4,825.53
6230 · Water	973.78
6240 · Sanitary	1,305.14
6250 · Waste Management	3,659.20
Total 6200 · UTILITIES	11,014.60
6300 · OFFICE EXPENSE	
6315 · Office Services & Supplies	332.67
6320 · Leased Equipment(Incl'g copier)	794.20
6330 · Dues, Subs & Pubs	2,169.00
6345 · Postage	35.60
6348 · Computers & Software Purchases	1,499.99
Total 6300 · OFFICE EXPENSE	4,831.46
6350 · BANK SERVICE & FINANCE FEES	
6335 · Merchant Services Fees	663.79
6360 · Bank Service Charge/Fees	0.55
	0.55

**Port of Brookings Harbor
Profit & Loss Marina
May 2018**

	<u>May 18</u>
Total 6350 · BANK SERVICE & FINANCE FEES	664.34
6400 · TRAVEL & ENTERTAINMENT	
6425 · Mileage Reimbursement	152.87
Total 6400 · TRAVEL & ENTERTAINMENT	<u>152.87</u>
6500 · PERMITS, LICENSES, TAXES & MISC	
6610 · Conferences/Education/Meetings	8.00
6575 · Permits & Licenses	768.00
Total 6500 · PERMITS, LICENSES, TAXES & MISC	<u>776.00</u>
6600 · BAD DEBT	36.00
6800 · INSURANCE; PROP & CAS, BOND	4,888.31
6900 · PROFESSIONAL FEES	
6924 · Management Consulting	3,000.00
6935 · Legal	275.03
Total 6900 · PROFESSIONAL FEES	<u>3,275.03</u>
Total Expense	<u>54,662.29</u>
Net Ordinary Income	-19,545.16
Other Income/Expense	
Other Income	
7000 · PROPERTY TAX	
7010 · Previously Levied Tax	367.51
7020 · Current Tax Levy	1,366.17
Total 7000 · PROPERTY TAX	<u>1,733.68</u>
7100 · INTEREST & DIVIDENDS INCOME	182.34
7110 · MISC INCOME	
7150 · Longevity Credit:SDAO	8,577.50
Total 7110 · MISC INCOME	<u>8,577.50</u>
Total Other Income	<u>10,493.52</u>
Net Other Income	10,493.52
Net Income	<u><u>-9,051.64</u></u>

**Port of Brookings Harbor
Profit & Loss Land Use
May 2018**

May 18

Ordinary Income/Expense	
Income	
4900 · PROPERTY GROUND USE	
4910 · Grounds Use Fee	2,570.00
4920 · Labor	660.00
4930 · Material/Repair	140.00
Total 4900 · PROPERTY GROUND USE	<u>3,370.00</u>
Total Income	<u>3,370.00</u>
Gross Profit	3,370.00
Expense	
6100 · REPAIRS & MAINTENANCE	
6110 · Maintenance & Repairs	3,000.00
Total 6100 · REPAIRS & MAINTENANCE	<u>3,000.00</u>
6200 · UTILITIES	
6220 · Electric	118.25
Total 6200 · UTILITIES	<u>118.25</u>
Total Expense	<u>3,118.25</u>
Net Ordinary Income	251.75
Other Income/Expense	
Other Income	
7110 · MISC INCOME	
7120 · Restitution & Settlements	9,634.00
Total 7110 · MISC INCOME	<u>9,634.00</u>
Total Other Income	<u>9,634.00</u>
Net Other Income	9,634.00
Net Income	<u><u>9,885.75</u></u>

Port of Brookings Harbor Profit & Loss Previous Year Comparison May 2018

	May 18	May 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
4100 · MARINA/ADMINISTRATION				
4110 · Returned Check Charges		50.00	-50.00	-100.0%
4120 · Finance Charges/Income	638.19	194.01	444.18	229.0%
4125 · Administrative Fees	225.00	2.32	222.68	9,598.3%
4130 · Boat Launch	2,966.00	1,905.00	1,061.00	55.7%
4135 · Storage	6,626.67	6,408.95	217.72	3.4%
4300 · MOORAGE				
4310 · Commercial Slip Rent	3,402.00	32,462.66	-29,060.66	-89.5%
4320 · Recreational Slip Rent	17,709.83	15,069.00	2,640.83	17.5%
4325 · Transient	441.28	1,402.00	-960.72	-68.5%
4335 · Dock Box		-62.00	62.00	100.0%
4340 · Moorage Electric	2,973.16	2,976.73	-3.57	-0.1%
4350 · Other Fees	300.00		300.00	100.0%
Total 4300 · MOORAGE	24,826.27	51,848.39	-27,022.12	-52.1%
Total 4100 · MARINA/ADMINISTRATION	35,282.13	60,408.67	-25,126.54	-41.6%
4200 · COMMERCIAL RETAIL				
4210 · Commercial Retail Lease	41,632.48	37,598.35	4,034.13	10.7%
4211 · CR/ Electric	58.19		58.19	100.0%
4212 · CR/ Water	90.00	79.00	11.00	13.9%
4214 · CR/ Sewer	75.38	32.08	43.30	135.0%
4222 · CPU	547.47	450.58	96.89	21.5%
Total 4200 · COMMERCIAL RETAIL	42,403.52	38,160.01	4,243.51	11.1%
4400 · RV PARK				
4410 · Space Rental	53,526.00	49,032.00	4,494.00	9.2%
4440 · Laundry & Showers	514.50	545.00	-30.50	-5.6%
4450 · Wood Sales	340.00	99.00	241.00	243.4%
4470 · Misc Purchases & Sales	50.00	503.25	-453.25	-90.1%
Total 4400 · RV PARK	54,430.50	50,179.25	4,251.25	8.5%
4500 · FUEL SALES				
4600 · BOATYARD	41,460.44	29,845.29	11,615.15	38.9%
4630 · Other Services & Sales	328.00	1,307.50	-979.50	-74.9%
4635 · Travel Lift Haul Out	3,811.30	3,394.22	417.08	12.3%
4640 · Labor		300.00	-300.00	-100.0%
4645 · Telehandler	1,260.00	1,260.00		100.0%
4655 · Yard Days	2,963.80	11,235.40	-8,271.60	-73.6%
Total 4600 · BOATYARD	8,363.10	16,237.12	-7,874.02	-48.5%
4900 · PROPERTY GROUND USE				
4910 · Grounds Use Fee	2,570.00	370.00	2,200.00	594.6%
4920 · Labor	660.00		660.00	100.0%

Port of Brookings Harbor Profit & Loss Previous Year Comparison May 2018

	May 18	May 17	\$ Change	% Change
4930 · Material/Repair	140.00		140.00	100.0%
Total 4900 · PROPERTY GROUND USE	3,370.00	370.00	3,000.00	810.8%
Total Income	185,309.69	195,200.34	-9,890.65	-5.1%
Gross Profit	185,309.69	195,200.34	-9,890.65	-5.1%
Expense				
5000 · PERSONNEL SERVICES/PAYROLL				
5010 · WAGES & SALARIES				
5012 · OFFICE STAFF				
5014 · Salary/Port Manager	7,412.23	5,769.60	-1,642.63	-22.17%
5016 · Wages/Port Office	3,135.96	2,754.50	381.46	13.9%
5018 · Wages/RV Park				
Total 5012 · OFFICE STAFF	10,548.19	15,804.10	-5,255.91	-33.3%
5020 · OPERATIONS STAFF				
5021 · Wages/Boatyard	3,288.93	5,227.38	-1,938.45	-37.1%
5022 · Wages/Comm Retail	77.94	786.00	-708.06	-90.1%
5023 · Wages/Fuel Dock	515.27	511.38	3.89	0.8%
5025 · Wages/Marina	6,197.76	3,122.50	3,075.26	98.5%
5026 · Wages/RV Park	1,144.85	1,144.85	0.00	0.0%
5028 · Wages/Capital Projects	1,246.20	1,246.20	0.00	0.0%
Total 5020 · OPERATIONS STAFF	12,470.95	9,647.26	2,823.69	29.3%
5030 · BONUS				
5040 · OVERTIME	1,500.00		1,500.00	100.0%
5042 · OFFICE/OVERTIME				
5044 · Overtime/Port Office	584.14	172.88	411.26	237.9%
5046 · Overtime/RV Park Office	121.17	61.51	59.66	97.0%
Total 5042 · OFFICE/OVERTIME	705.31	234.39	470.92	200.9%
5050 · OPERATIONS/OVERTIME				
5051 · Overtime/Boatyard	235.56	850.32	-614.76	-72.3%
5052 · Overtime/Comm Retail		89.25	-89.25	-100.0%
5053 · Overtime/Fuel Dock	12.99	45.00	-32.01	-71.1%
5055 · Overtime/Marina		101.26	-101.26	-100.0%
5056 · Overtime/RV Park Operations	117.78	117.78	0.00	0.0%
5057 · Overtime/Capital Projects	58.89		58.89	100.0%
Total 5050 · OPERATIONS/OVERTIME	425.22	1,085.83	-660.61	-60.8%
Total 5040 · OVERTIME	1,130.53	1,320.22	-189.69	-14.4%
Total 5010 · WAGES & SALARIES	25,649.67	26,771.58	-1,121.91	-4.2%
5060 · EMPLOYEE COSTS & BENEFITS				
5068 · Paid Time Off	814.69	1,922.75	-1,108.06	-57.6%
5070 · Payroll Taxes	3,000.54	3,287.36	-286.82	-8.7%

Port of Brookings Harbor Profit & Loss Previous Year Comparison May 2018

	May 18	May 17	\$ Change	% Change
5074 · Personal Vehicle Allowance		277.00	-277.00	-100.0%
5076 · Health Care and Dental	4,204.90	4,259.25	-54.35	-1.3%
5090 · SEP Retirement				
5092 · Port Manager	1,090.51	604.66	-604.66	-100.0%
5094 · Office	1,448.54	941.17	149.34	15.9%
5096 · Operations		1,285.01	161.53	12.6%
Total 5090 · SEP Retirement	2,537.05	2,830.84	-293.79	-10.4%
Total 5060 · EMPLOYEE COSTS & BENEFITS	10,557.18	12,577.20	-2,020.02	-16.1%
Total 5000 · PERSONNEL SERVICES/PAYROLL	36,206.85	39,348.78	-3,141.93	-8.0%
6001 · ADVERTISING & NOTIFICATIONS				
6002 · Marketing & Advertising		543.75	-543.75	-100.0%
6004 · Legal Notices		803.02	-803.02	-100.0%
Total 6001 · ADVERTISING & NOTIFICATIONS		1,346.77	-1,346.77	-100.0%
6100 · REPAIRS & MAINTENANCE				
6110 · Maintenance & Repairs	13,336.03	4,780.71	8,555.32	179.0%
6115 · Services & Supplies	2,709.34	3,579.21	-869.87	-24.3%
6120 · Landscaping & Beautification	600.00		600.00	100.0%
6125 · Tools-Under \$5,000		580.90	-580.90	-100.0%
6135 · Security Contract	1,230.30	1,090.00	140.30	12.9%
Total 6100 · REPAIRS & MAINTENANCE	17,875.67	10,030.82	7,844.85	78.2%
6150 · FUEL purchased for resale	36,522.34	22,445.81	14,076.53	62.7%
6200 · UTILITIES				
6210 · Telecommunications	405.02	944.14	-539.12	-57.1%
6220 · Electric	7,228.15	9,392.50	-2,164.35	-23.0%
6230 · Water	1,356.36	1,540.04	-183.68	-11.9%
6240 · Sanitary	3,050.39	4,364.25	-1,313.86	-30.1%
6250 · Waste Management	6,829.20	5,710.65	1,118.55	19.6%
6260 · Cable TV	456.99	398.68	58.31	14.6%
Total 6200 · UTILITIES	19,326.11	22,350.26	-3,024.15	-13.5%
6300 · OFFICE EXPENSE				
6315 · Office Services & Supplies	385.66	482.75	-97.09	-20.1%
6320 · Leased Equipment(Incl'g copier)	1,396.20	1,082.06	314.14	29.0%
6330 · Dues, Subs & Pubs	2,169.00	2,169.00		
6345 · Postage	35.60	7.76	27.84	358.8%
6348 · Computers & Software Purchases	1,499.99		1,499.99	100.0%
Total 6300 · OFFICE EXPENSE	5,486.45	3,741.57	1,744.88	46.6%
6350 · BANK SERVICE & FINANCE FEES				
6335 · Merchant Services Fees	1,819.71	1,585.49	234.22	14.8%
6360 · Bank Service Charge/Fees	0.55	12.00	-11.45	-95.4%

Port of Brookings Harbor Profit & Loss Previous Year Comparison May 2018

	May 18	May 17	\$ Change	% Change
Total 6360 · BANK SERVICE & FINANCE FEES	1,820.26	1,597.49	222.77	14.0%
6400 · TRAVEL & ENTERTAINMENT				
6425 · Mileage Reimbursement	152.87	98.28	54.59	55.6%
Total 6400 · TRAVEL & ENTERTAINMENT	152.87	98.28	54.59	55.6%
6500 · PERMITS, LICENSES, TAXES & MISC				
6510 · Conferences/Education/Meetings	8.00	379.40	-371.40	-97.9%
6575 · Permits & Licenses	768.00		768.00	100.0%
Total 6500 · PERMITS, LICENSES, TAXES & MISC	776.00	379.40	396.60	104.5%
6600 · BAD DEBT	36.00	601.24	-565.24	-94.0%
6800 · INSURANCE; PROP & CAS, BOND	6,370.00	8,187.35	-1,817.35	-22.2%
6900 · PROFESSIONAL FEES				
6924 · Management Consulting	3,000.00		3,000.00	100.0%
6935 · Legal	737.53	940.50	-202.97	-21.6%
6945 · IT Support/Services	149.00	149.00		
6955 · Payroll Administration Fee	229.60	344.07	-114.47	-33.3%
Total 6900 · PROFESSIONAL FEES	4,116.13	1,433.57	2,682.56	187.1%
Total Expense	128,688.68	111,561.34	17,127.34	15.4%
Net Ordinary Income	56,621.01	83,639.00	-27,017.99	-32.3%
Other Income/Expense				
Other Income				
7000 · PROPERTY TAX				
7010 · Previously Levied Tax	367.51	525.22	-157.71	-30.0%
7020 · Current Tax Levy	1,366.17	1,115.05	251.12	22.5%
Total 7000 · PROPERTY TAX	1,733.68	1,640.27	93.41	5.7%
7100 · INTEREST & DIVIDENDS INCOME	543.95	6.38	537.57	8,425.9%
7110 · MISC INCOME				
7120 · Restitution & Settlements	9,634.00		9,634.00	100.0%
7150 · Longevky Credit;SDAO	8,577.50		8,577.50	100.0%
Total 7110 · MISC INCOME	18,211.50		18,211.50	100.0%
7170 · Sale of Assets				
7200 · GRANT REVENUES				
7213 · Boarding Docks/Launch FG #1587	148,583.27	20,366.00	148,583.27	100.0%
7291 · Dock Rev-116010-Interim Receiv				
Total 7200 · GRANT REVENUES	148,583.27	20,366.00	128,217.27	629.6%
Total Other Income	169,072.40	-1,516,577.69	1,685,650.09	111.2%
Other Expense				

Port of Brookings Harbor Profit & Loss Previous Year Comparison

May 2018

	May 18	May 17	\$ Change	% Change
8055 · CAPITAL PROJECTS/REPAIRS				
8060 · Dredging @ City Drain/Travelift		3,024.00	-3,024.00	-100.0%
Total 8055 · CAPITAL PROJECTS/REPAIRS		3,024.00	-3,024.00	-100.0%
8200 · GRANT EXPENSES				
8212 · Boarding Docks/Launch FG #1587	134,670.33		134,670.33	100.0%
8235 · Dock Repair L16010 Interim loan		20,000.00	-20,000.00	-100.0%
8240 · Basin 1 Piling Project		905.00	-905.00	-100.0%
Total 8200 · GRANT EXPENSES	134,670.33	20,905.00	113,765.33	544.2%
8400 · DEBT SERVICE FUND				
8430 · Paid Interest	1,214.05	1,389.85	-175.80	-12.7%
8443 · 50 BFMH Travelift Interest	490.40		490.40	100.0%
8444 · 2018 Gamie Forklift Interest				
Total 8430 · Paid Interest	1,704.45	1,389.85	314.60	22.6%
Total 8400 · DEBT SERVICE FUND	1,704.45	1,389.85	314.60	22.6%
8900 · Depreciation Expense		71,260.00	-71,260.00	-100.0%
Total Other Expense	136,374.78	96,578.85	39,795.93	41.2%
Net Other Income	32,697.62	-1,613,156.54	1,645,854.16	102.0%
Net Income	89,318.63	-1,529,517.54	1,618,836.17	105.8%

Accrual Basis

**Port of Brookings Harbor
Commercial Retail Leases
May 2018**

Date	Name Account #	Name	Memo	Ship To Address 1	Amount
4200 - COMMERCIAL RETAIL					
4210 - Commercial Retail Lease					
05/01/2018	CL0027	Spothaven's Marina	MAY 2018 Lease	163374 Lower Harbor Road	1,022.71
05/01/2018	CL0005	Boat Shop & More, LLC	MAY 2018 Lease Building	Building/16282 Lower Harbor Road	1,210.00
05/01/2018	CL0034	Boat Shop & More, LLC	MAY 2018 Lease Ground	Building/16282 Lower Harbor Road	409.86
05/01/2018	CL0001	D&R Equipment Repair LLC	MAY 2018 Lease Warehouse - Shop per square foot	Commercial Shop Space	200.00
05/01/2018	CL0002	Barnden Pacific	MAY 2018 Lease Dock, Hoist and Work Area	16273 Harbor Drive	2,606.50
05/01/2018	CL0003	BC Fisheries LLC Old Dock & Ground...	MAY 2018 Lease Dock and Hoist	16273 Harbor Dr	2,700.50
05/01/2018	CL0003	BC Fisheries LLC Process Plant, Ne...	MAY 2018 Lease Leased property for the Processing Plant Facility	16273 Harbor Dr	1,531.25
05/01/2018	CL0004	Boardwalk Mail Service LLC	MAY 2018 Lease Leased property for the Unloading Dock	16273 Harbor Dr	2,288.00
05/01/2018	CL0008	Bornstein Seafoods Inc	MAY 2018 Lease Dock Area	16340 Lower Harbor Rd Site 106	964.80
05/01/2018	CL0008	Bornstein Seafoods Inc	MAY 2018 Lease Work Area	16277 Harbor Drive	2,340.90
05/01/2018	CL0006	Brookings Harbor Cold Storage LLC	MAY 2018 Cold Storage Lease Bare Ground, Cold Storage Building and Con...	16273 Harbor Dr	832.32
05/01/2018	CL0007	Brookings Harbor Ice House LLC	MAY 2018 Ice House Lease Bare Ground and Ice Plant	16266 Harbor Dr	1,008.00
05/01/2018	CL0007	Brookings Harbor Ice House LLC	MAY 2018 Ice House Lease Delivery Dock	463.14	567.00
05/01/2018	CL0009	Busch, Marilyn & Robert	MAY 2018 Lease Commercial Parking Area	16224 Lower Harbor Road	143.78
05/01/2018	CL0010	CBN Enterprises/Barbara C	MAY 2018 Lease Building	16358 Lower Harbor Road	840.00
05/01/2018	CL0011	Cherco Seafood/Bill Goergen	MAY 2018 Lease Building & Ground	16182 Lower Harbor Road	998.25
05/01/2018	CL0012	Hellmark Fisheries/CA Shellfish Co	MAY 2018 Lease County Account# R19554 Dock Permits	18178 Lower Harbor Road	5,984.05
05/01/2018	CL0013-01	Hungry Clam	MAY 2018 Lease Retail Building	16350 Lower Harbor Road, Site 205 & 206	1,619.79
05/01/2018	CL0014	J Sloane Hair Studio LLC	MAY 2018 Lease Outdoor Space	16340 Lower Harbor Rd Site 105	115.80
05/01/2018	CL0015	Kathy's Corner Market	MAY 2018 Lease Building	16340 Lower Harbor Rd Site 104	895.12
05/01/2018	CL0017	Mountain View Custom Cycles	MAY 2018 Lease Building	16118 Lower Harbor Road	753.62
05/01/2018	CL0017	Mountain View Custom Cycles	MAY 2018 Lease Outdoor Space	16118 Lower Harbor Road	588.50
05/01/2018	CL0018	Ocean Suites Motel	MAY 2018 Lease Building/Storage	16080 Lower Harbor Road	417.38
05/01/2018	CL0019	Pacific Fishing/Commercial Shop Spa...	MAY 2018 Lease Building/Storage	16080 Lower Harbor Road	760.00
05/01/2018	CL0020	Pacific Ocean Harvesters LLC	MAY 2018 Lease Building	16376 Lower Harbor Road	1,618.29
05/01/2018	CL0020	Pacific Ocean Harvesters LLC	MAY 2018 Lease Surfacod Asphalt per square foot	16376 Lower Harbor Road	186.00
05/01/2018	CL0022	Pacific Boat Basin, LLC-Parking Lot ...	MAY 2018 Lease Unimproved Property (drft area)	16378 Lower Harbor Road	26.55
05/01/2018	CL0021	Pacific Boat Basin, LLC-Restaurant ...	MAY 2018 Lease Land & Additional Parking for Inn	16011 Boat Basin Road	968.00
05/01/2018	CL0023	Portside RV Park	MAY 2018 Lease Restaurant Area	16011 Boat Basin Road	1,138.50
05/01/2018	CL0025	Seal Cove Realty	MAY 2018 Lease Ground	16219 Lower Harbor Road	193.55
05/01/2018	CL0026	Slugs 'n Stones 'n Ice Cream Cones	MAY 2018 Lease Surfacod Asphalt per square foot	16110 Lower Harbor Road	334.72
05/01/2018	CL0034	Speir, Joe/Commercial Storage FV/...	MAY 2018 Lease Warehouse - Storage per square foot	16360 Lower Harbor Road	480.00
05/01/2018	CL0027	Speir, Joe/Davis Roy	MAY 2018 Lease Building/Shop 1	18060 Lower Harbor Road	162.00
05/01/2018	CL0029	The Bell & Whistla Coffee House, Inc.	MAY 2018 Lease Building/Shop 1	16080 Lower Harbor Rd Shop	680.50
05/01/2018	CL0030	Tideman Sport Fishing	MAY 2018 Lease Building	16340 Lower Harbor Rd Site 101	685.00
05/01/2018	CL0031	US Coast Guard Fishing	MAY 2018 Lease Building	16350 Lower Harbor Rd Site 201	686.11
05/01/2018	CL0032	Whales Tail Candy & Gifts	MAY 2018 Lease Dock & Ground	18133 Boat Basin Road	923.24
05/01/2018	CL0033	Ziele's Pizzeria	MAY 2018 Lease Building Extension on lease with increase	16350 Lower Harbor Rd Site 204	953.10
05/01/2018	CL0033	Ziele's Pizzeria	MAY 2018 Lease Building & Ground	16362 Lower Harbor Road	1,310.65

Total 4210 - Commercial Retail Lease

Total 4200 - COMMERCIAL RETAIL

TOTAL

41,632.48
41,632.48
41,632.48

Port of Brookings Harbor
Check Registers

May 1, 2018 - May 31, 2018

Type	Date	Num	Name	Memo	Amount
1001 - CASH & CASH EQUIVALENTS					
1002 - General Funds Chg Unmpqua 3634					
Transfer	05/22/2018			Funds Transfer USCG May Lease Print from Capital Projects to General Funds	923.24
Check	05/04/2018	DEBT	ADP	Advice of Debt #513346595 PAYROLL 04/25/2018	-114.80
Check	05/02/2018	DEBT	Elavon	April 2018 MERCHANT SERVICE FEE ACCT#316	-621.22
Check	05/02/2018	DEBT	Elavon	April 2018 Merchant Service Fee - acct#873 Veniek	-39.80
Check	05/02/2018	DEBT	Elavon	April 2018 MERCHANT SERVICE FEE ACCT#902	-822.31
Check	05/19/2018	DEBT	Elavon	April 2018 MERCHANT SERVICE FEE ACCT#951	-333.61
Check	05/19/2018	DEBT	ADP	Advice of Debt #513389487 Payroll 5/9/18	-114.80
Bill Pmt -Check	05/15/2018	DEBT	Parker Corporation LP	TRANSCRIPT for 5/4/2018 Budget Committee Meeting	-121.22
Bill Pmt -Check	05/11/2018	DEBT	Parker Corporation LP	TRANSCRIPT for 5/4/2018 Special Commissioner's Mtg	-1.41
Bill Pmt -Check	05/22/2018	DEBT	Oregon Department of Agriculture	Annual Renewal of Licenses	-768.00
Bill Pmt -Check	05/25/2018	DEBT	that@getnews.com	PLAQUE paid via PayPal	-170.29
Check	05/02/2018	DEBT	TD Ameritrade	Employer Contribution - Brent F. Payroll 05/23/2018 Confirmation. MXP5SD-RD1LH	-4,808.00
General Journal	05/02/2018	DEBT 5/2		To transfer to Debt Service funds for 2ND QTR IFA 2018 pmt	-1,075.00
General Journal	05/02/2018	DEBT 5/2		To transfer to Debt Service Fund LGIP for Travelift Pmt	-338.00
General Journal	05/02/2018	DEBT 5/2		To transfer to Debt Service Fund LGIP for Gennie Forklift Pmt	-2,502.00
General Journal	05/09/2018	DEBT 5/9		To transfer to Debt Service funds for 2ND QTR IFA 2018 pmt	-4,808.00
General Journal	05/09/2018	DEBT 5/9		To transfer to Debt Service funds for 2ND QTR IFA 2018 pmt	-1,075.00
General Journal	05/09/2018	DEBT 5/9		To transfer to Debt Service Fund LGIP for Travelift Pmt	-338.00
General Journal	05/09/2018	PAY 5/9		To transfer to Debt Service Fund LGIP for Gennie Forklift Pmt	-12,204.06
General Journal	05/09/2018	TAX 5/9		Rec 5/9/2018 payroll TAXES	-4,599.20
General Journal	05/09/2018	USDA 5/9		Rec 5/9/2018 payroll Taxes	-2,503.00
General Journal	05/16/2018	DEBT 5/16		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-4,808.00
General Journal	05/16/2018	DEBT 5/16		To transfer to Debt Service funds for 2ND QTR IFA 2018 pmt	-219.00
General Journal	05/16/2018	DEBT 5/16		To transfer to Debt Service Fund LGIP for Travelift Pmt	-339.00
General Journal	05/16/2018	DEBT 5/16		To transfer to Debt Service Fund LGIP for Gennie Forklift Pmt	-1,647.71
General Journal	05/16/2018	USDA 5/16		To transfer to Debt Service Fund LGIP for Gennie Forklift Pmt	-2,503.00
General Journal	05/23/2018	DEBT 5/23		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-4,808.00
General Journal	05/23/2018	DEBT 5/23		To transfer to Debt Service funds for 2ND QTR IFA 2018 pmt	-1,075.00
General Journal	05/23/2018	DEBT 5/23		To transfer to Debt Service Fund LGIP for Travelift Pmt	-338.00
General Journal	05/23/2018	PAY 5/23		Rec 5/23/2018 payroll	-10,168.55
General Journal	05/23/2018	TAX 5/23		Rec 5/23/2018 payroll Taxes	-4,027.07
General Journal	05/23/2018	USDA 5/23		Rec 5/23/2018 payroll Taxes	-2,503.00
General Journal	05/29/2018	Capl 5/29		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-1,223.79
General Journal	05/30/2018	DEBT 5/30		To transfer to Debt Service funds for 2ND QTR IFA 2018 pmt	-4,808.00
General Journal	05/30/2018	DEBT 5/30		To transfer to Debt Service Fund LGIP for Travelift Pmt	-1,075.00
General Journal	05/30/2018	DEBT 5/30		To transfer to Debt Service Fund LGIP for Gennie Forklift Pmt	-338.00
General Journal	05/30/2018	USDA 5/30		To transfer to USDA Revenue Bond - savings for November 2018 pmt	-2,503.00
General Journal	05/02/2018	8650	Fiora Pacifica	Down Payment - Repair to Kieferfield lawn from recent incident	-1,250.00
Bill Pmt -Check	05/02/2018	8651	Carson	CUSTOMER # 76-0011262	-19,008.87
Bill Pmt -Check	05/02/2018	8652	South Coast Knight Security	Patrol for APRIL 2018	-1,190.00
Bill Pmt -Check	05/02/2018	8653	Hall, Katherine D Lundry	Intern Manager - 80 hours April 2018	-3,000.00
Bill Pmt -Check	05/02/2018	8654	Kerr's Aca Handwara Inc	Customer#55	-1,462.61
Bill Pmt -Check	05/02/2018	8655	O'Donnell Plumbing, Inc	Replaced both urinals in Men's Restroom by Basin 2	-425.00
Bill Pmt -Check	05/02/2018	8656	Gold Beach Lumber Yard, Inc	Account #776	-394.30
Bill Pmt -Check	05/02/2018	8657	Anchor Lock & Key	ACCT#1932158	-354.84
Bill Pmt -Check	05/11/2018	8658	BLMART	Keys for RV Park Office & Port Office	-24.00
Bill Pmt -Check	05/11/2018	8659	Brookings Electronic Service Inc.	Account #931481	-48.16
Bill Pmt -Check	05/11/2018	8660	Carson	Service 3/30/17 - FUEL DOCK	-855.00
Bill Pmt -Check	05/11/2018	8661	Curry Transfer & Recycling	CUSTOMER # 76-0011262	-7,651.06
Bill Pmt -Check	05/11/2018	8662	De-Tone Rock Products	Account #2040-2434-001	-6,158.20
Bill Pmt -Check	05/11/2018	8663	Edwards Roofing	Rock for "New" Trailer Storage by Green Bldg	-314.00
Bill Pmt -Check	05/11/2018	8664	Eureka Oxygen Co.	Re-roof & Gutter installation per bid for Commercial Retail Restroom	-7,976.00
Bill Pmt -Check	05/11/2018	8665	Full Spectrum Landscaping Inc.		-345.19
Bill Pmt -Check	05/11/2018	8666	Gorman Electric, Inc.	APRIL LANDSCAPING	-600.00
Bill Pmt -Check	05/11/2018	8667	Harbor Sanitary Distict	Replaced a breaker at the Bell and Whistle Coffee House	-89.99
Bill Pmt -Check	05/11/2018	8668	Harbor Water Distict P U D.	APRIL 2018 Sanitary Bill	-3,050.39
Bill Pmt -Check	05/11/2018	8669	ORRCD	3/20-4/20 SERVICEWATER BILL	-1,356.36
Bill Pmt -Check	05/11/2018	8670	Pape Machinery Exchange	Removal of all spent & used Oils, Filters and Fuel	-422.25
Bill Pmt -Check	05/11/2018	8671	Roto Rooter	SERVICE & REPAIR FOR EOM#3701 Forklift	-455.48
Bill Pmt -Check	05/11/2018	8672	United States Plastic Corporation	2940-522445-001	-671.00
Bill Pmt -Check	05/11/2018	8673	Ventek International	Rods to repair Basin 1 Gangway	-135.20
Bill Pmt -Check	05/11/2018	8674	Western Communications	Annual Dues - Launch Machine	-2,070.00
Bill Pmt -Check	05/11/2018	8675	Xerox Capital Services, LLC	ACCT# 816180	-1,086.84
Bill Pmt -Check	05/11/2018	8676	Curry Equipment	DRIVE BELT for EOM#3707 Ride-on Lawn Mower	-794.20
Bill Pmt -Check	05/11/2018	8677			-80.26

Port of Brookings Harbor
Check Registers

May 1, 2018 - May 31, 2018

Accrual Basis

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	05/11/2018	8678	Del-Cur Supply Co-op	SAFETY GLASSES	-23.90
Bill Pmt -Check	05/11/2018	8679	Spec Dist Assoc of OR- Healthcare	Customer #: 03-0016414	-4,204.90
Bill Pmt -Check	05/11/2018	8680	Pump Pipe & Tank Services, LLC	Policy#31P16414-203 Customer ID 01-16414	-6,370.00
Bill Pmt -Check	05/16/2018	8681	Northwest Parking Equipment Company	Repairs to van station bill acceptor #6213	-1,128.68
Bill Pmt -Check	05/16/2018	8682	Stebbins Coffey & Collins	Repairs to van station bill acceptor #6213	-459.06
Bill Pmt -Check	05/16/2018	8683	Edward Jones	LEGAL ASSISTANCE-STERBINS APRIL 2018	-363.50
Check	05/22/2018	8684	Edward Jones	VOID - To set up ACH for SEP IRA Contributions	-987.64
Check	05/25/2018	8685	Carson	Employer Contributions for Payroll 05/23/2018	-17,587.84
Bill Pmt -Check	05/23/2018	8686	Black & Rice LLP	CUSTOMER # 76-0011262	-374.03
Bill Pmt -Check	05/23/2018	8687	Fastenal Industrial Supplies	APRIL LEGAL ASSISTANCE - RICE	-1,082.44
Bill Pmt -Check	05/23/2018	8688	Flora Pacifica	Customer No ORBRK0013	-1,730.00
Bill Pmt -Check	05/23/2018	8689	Gold Beach Lumber Yard, Inc.	Repair to Kieferfield lawn from recent incident	-171.61
Bill Pmt -Check	05/23/2018	8690	John Kellum/John's Portable Welding	Bending Pipe - Repair to spare gangway	-1,012.50
Bill Pmt -Check	05/23/2018	8691	Lease Finance Partners	LEASE#00040031070	-602.00
Bill Pmt -Check	05/23/2018	8692	Oullj Corporation	ACCT#1932158	-170.88
Bill Pmt -Check	05/23/2018	8693	Del-Cur Supply Co-op	Hose bibs and 90 elbows and Maul Handle for Marina Repair	-354.35
Bill Pmt -Check	05/23/2018	8694	Gowman Electric, Inc.	5/9/18-Fixed a plug that was pulled out of the pedestal at dock Q-2	-354.35
Bill Pmt -Check	05/29/2018	8695	Petty Cash	VOID: Petty Cash for Sale	-80.00
Check	05/29/2018	8696			-80.00
Total 1002 - General Funds Ckg Umpqua 3634					-175,491.04
1001 - CASH & CASH EQUIVALENTS - Other					
Total 1001 CASH & CASH EQUIVALENTS - Other					-175,491.04
1020 - RESTRICTED - CASH/EQUIVALENTS					
1022 - USDA BOND Umpqua MM 9829					
Total 1022 USDA BOND Umpqua MM 9829					
1024 - Capital Projects Umpqua 8018					
Transfer	05/11/2018			Transfer \$35,763.23 (matching funds for Topper Inv#10,095) LGP Capt Proj to Umpqua Bank Capt Proj	35,763.23
Transfer	05/11/2018			Funds Transfer LGP Capt Proj to Umpqua Bank Capt Proj to pay Boarding Dock expenses & Engineer	3,000.00
Transfer	05/16/2018			Funds Transfer to pay Traffic Safety Supply invoice#zinc01072	3,000.00
Transfer	05/22/2018			Funds Transfer USCG May Lease Pmt from Capital Projects to General Funds	-923.24
Transfer	05/29/2018			Funds Transfer from Capt Proj LGP account to Capt Proj Umpqua Bank	24,000.00
General Journal	05/11/2018	OSMB 5411		Partial Payment from OSMB - Boarding Dock#1aunrch FG #1587	148,583.27
General Journal	05/29/2018	Capl 5/29		Transfer matching funds needed for OSMB Boarding Docks #1587 (\$60,000 TOTAL, \$25,000 CASH and \$35,000 BOND)	1,223.79
Bill Pmt -Check	05/11/2018	172	EMC-Engineers/Scientists, LLC	Customer No. ORBRK0013	-2,090.00
Bill Pmt -Check	05/11/2018	173	Fastenal Industrial Supplies	Customer#56	-578.43
Bill Pmt -Check	05/11/2018	174	Kart's Ace Hardware Inc	ACT#60285	-167.97
Bill Pmt -Check	05/11/2018	175	NAPA Auto Part	Progress Payment - Material on Hand, Contract: FGA1587	-226.46
Bill Pmt -Check	05/11/2018	176	Topper Industries, Inc.	Customer ID: C004722	-184,346.50
Bill Pmt -Check	05/11/2018	177	Traffic Safety Supply Co.		-2,457.47
Total 1024 - Capital Projects Umpqua 8018					24,820.22
1028 - Debt Service Umpqua MM 8627					
1028.1 - IFA LOAN SAVINGS					
Total 1028.1 IFA LOAN SAVINGS					
1028.2 - TRAVEL LIFT					
Transfer	05/16/2018			Funds Transfer from LGP Debt Service Acct to Umpqua Bank Debt Service Acct for May 22 Pmt m2Lease	4,659.00
Check	05/22/2018		m2 Lease LLC	Customer #107104 Loan#110561 Pmt #19	-4,659.00
Total 1028.2 TRAVEL LIFT					
1028 - Debt Service Umpqua MM 8627 - Other					
Total 1028 Debt Service Umpqua MM 8627 - Other					24,820.22
Total 1020 RESTRICTED - CASH/EQUIVALENTS					-160,670.82
TOTAL					

Guest Forecast

For: 05/01/2018 - 05/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
5/1/2018	3	7	6	32/0/0/0	58/0/0/0	13	10.83	\$552.00
5/2/2018	5	8	6	58/0/0/0	59/0/0/0	14	11.67	\$544.00
5/3/2018	5	9	12	59/0/0/0	71/0/0/0	21	17.50	\$891.00
5/4/2018	5	16	22	71/0/0/0	113/0/0/0	38	31.67	\$1,677.00
5/5/2018	7	31	10	113/0/0/0	140/0/0/0	41	34.17	\$1,733.00
5/6/2018	24	17	8	140/0/0/0	89/0/0/0	25	20.83	\$1,099.00
5/7/2018	12	13	7	89/0/0/0	75/0/0/0	20	16.67	\$919.00
5/8/2018	7	13	7	75/0/0/0	82/0/0/0	20	16.67	\$926.00
5/9/2018	9	11	11	82/0/0/0	89/0/0/0	22	18.33	\$973.00
5/10/2018	6	16	12	89/0/0/0	84/0/0/0	28	23.33	\$1,327.00
5/11/2018	8	20	29	84/0/0/0	137/0/0/0	49	40.83	\$2,247.00
5/12/2018	8	41	12	137/0/0/0	133/0/0/0	53	44.17	\$2,418.00
5/13/2018	27	26	9	133/0/0/0	97/0/0/0	35	29.17	\$1,516.00
5/14/2018	19	16	6	97/0/0/0	73/0/0/0	22	18.33	\$1,050.00
5/15/2018	10	12	8	73/0/0/0	53/0/0/0	20	16.67	\$841.00
5/16/2018	5	15	8	53/0/0/0	66/0/0/0	23	19.17	\$994.00
5/17/2018	10	13	15	66/0/0/0	89/0/0/0	28	23.33	\$1,341.00
5/18/2018	8	20	26	89/0/0/0	160/0/0/0	46	38.33	\$2,028.00
5/19/2018	10	36	12	160/0/0/0	168/0/0/0	48	40.00	\$2,115.00
5/20/2018	34	14	13	168/0/0/0	93/0/0/0	27	22.50	\$1,144.00
5/21/2018	14	13	14	93/0/0/0	91/0/0/0	27	22.50	\$1,225.00
5/22/2018	11	16	9	91/0/0/0	75/0/0/0	25	20.83	\$1,076.00
5/23/2018	8	17	5	75/0/0/0	57/0/0/0	22	18.33	\$913.00
5/24/2018	11	11	29	57/0/0/0	111/0/0/0	40	33.33	\$1,739.00
5/25/2018	13	27	76	111/0/0/0	241/0/0/0	103	85.83	\$4,604.00
5/26/2018	3	100	10	241/0/0/0	291/0/0/0	110	91.67	\$4,896.00
5/27/2018	6	104	8	291/0/0/0	297/0/0/0	112	93.33	\$4,955.00
5/28/2018	92	20	6	297/0/0/0	78/0/0/0	26	21.67	\$1,079.00
5/29/2018	15	11	11	78/0/0/0	68/0/0/0	22	18.33	\$987.00
5/30/2018	9	13	5	68/0/0/0	62/0/0/0	18	15.00	\$717.00
5/31/2018	9	9	9	62/0/0/0	52/0/0/0	18	15.00	\$826.00
	413	695	421	3332/0/0/0	3352/0/0/0	1116	30.00	\$49,352.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 06/01/2018 - 06/30/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
6/1/2018	5	13	15	52/0/0/0	67/0/0/0	28	23.33	\$1,324.00
6/2/2018	9	19	3	67/0/0/0	49/0/0/0	22	18.33	\$1,035.00
6/3/2018	13	9	2	49/0/0/0	23/0/0/0	11	9.17	\$444.00
6/4/2018	6	5	6	23/0/0/0	30/0/0/0	11	9.17	\$452.00
6/5/2018	3	8	0	30/0/0/0	24/0/0/0	8	6.67	\$350.00
6/6/2018	1	7	3	24/0/0/0	27/0/0/0	10	8.33	\$406.00
6/7/2018	1	9	7	27/0/0/0	39/0/0/0	16	13.33	\$705.00
6/8/2018	5	11	8	39/0/0/0	38/0/0/0	19	15.83	\$875.00
6/9/2018	1	18	4	38/0/0/0	44/0/0/0	22	18.33	\$1,035.00
6/10/2018	9	13	5	44/0/0/0	37/0/0/0	18	15.00	\$809.00
6/11/2018	5	13	6	37/0/0/0	41/0/0/0	19	15.83	\$904.00
6/12/2018	5	14	2	41/0/0/0	35/0/0/0	16	13.33	\$751.00
6/13/2018	0	16	0	35/0/0/0	35/0/0/0	16	13.33	\$649.00
6/14/2018	2	14	2	35/0/0/0	35/0/0/0	16	13.33	\$649.00
6/15/2018	5	11	19	35/0/0/0	87/0/0/0	30	25.00	\$1,386.00
6/16/2018	1	29	14	87/0/0/0	121/0/0/0	43	35.83	\$2,079.00
6/17/2018	20	23	7	121/0/0/0	75/0/0/0	30	25.00	\$1,330.00
6/18/2018	8	22	7	75/0/0/0	77/0/0/0	29	24.17	\$1,335.00
6/19/2018	5	24	9	77/0/0/0	91/0/0/0	33	27.50	\$1,539.00
6/20/2018	2	31	8	91/0/0/0	115/0/0/0	39	32.50	\$1,654.00
6/21/2018	7	32	2	115/0/0/0	99/0/0/0	34	28.33	\$1,545.00
6/22/2018	12	22	15	99/0/0/0	97/0/0/0	37	30.83	\$1,571.00
6/23/2018	9	28	1	97/0/0/0	73/0/0/0	29	24.17	\$1,353.00
6/24/2018	15	14	8	73/0/0/0	59/0/0/0	22	18.33	\$926.00
6/25/2018	2	20	9	59/0/0/0	72/0/0/0	29	24.17	\$1,283.00
6/26/2018	9	20	4	72/0/0/0	60/0/0/0	24	20.00	\$1,151.00
6/27/2018	1	23	5	60/0/0/0	68/0/0/0	28	23.33	\$1,355.00
6/28/2018	4	24	9	68/0/0/0	74/0/0/0	33	27.50	\$1,414.00
6/29/2018	14	19	14	74/0/0/0	77/0/0/0	33	27.50	\$1,531.00
6/30/2018	3	30	25	77/0/0/0	131/0/0/0	55	45.83	\$2,322.00
	182	541	219	1821/0/0/0	1900/0/0/0	760	21.11	\$34,162.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 07/01/2018 - 07/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
7/1/2018	20	35	22	131/0/0/0	136/0/0/0	57	47.50	\$2,455.00
7/2/2018	11	46	21	136/0/0/0	158/0/0/0	67	55.83	\$5,302.00
7/3/2018	2	65	29	158/0/0/0	224/0/0/0	94	78.33	\$6,962.00
7/4/2018	2	92	14	224/0/0/0	252/0/0/0	106	88.33	\$7,765.00
7/5/2018	22	84	11	252/0/0/0	226/0/0/0	95	79.17	\$3,996.00
7/6/2018	28	67	14	226/0/0/0	194/0/0/0	81	67.50	\$3,221.00
7/7/2018	28	53	1	194/0/0/0	130/0/0/0	54	45.00	\$2,210.00
7/8/2018	32	22	7	130/0/0/0	68/0/0/0	29	24.17	\$1,139.00
7/9/2018	11	18	10	68/0/0/0	64/0/0/0	28	23.33	\$1,262.00
7/10/2018	2	26	5	64/0/0/0	74/0/0/0	31	25.83	\$1,452.00
7/11/2018	0	31	6	74/0/0/0	91/0/0/0	37	30.83	\$1,700.00
7/12/2018	7	30	10	91/0/0/0	97/0/0/0	40	33.33	\$1,700.00
7/13/2018	6	34	12	97/0/0/0	113/0/0/0	46	38.33	\$2,035.00
7/14/2018	8	38	3	113/0/0/0	99/0/0/0	41	34.17	\$1,787.00
7/15/2018	11	30	8	99/0/0/0	85/0/0/0	38	31.67	\$1,547.00
7/16/2018	12	26	3	85/0/0/0	68/0/0/0	29	24.17	\$1,285.00
7/17/2018	5	24	3	68/0/0/0	60/0/0/0	27	22.50	\$1,146.00
7/18/2018	4	23	15	60/0/0/0	79/0/0/0	38	31.67	\$1,764.00
7/19/2018	5	33	24	79/0/0/0	125/0/0/0	57	47.50	\$2,546.00
7/20/2018	7	50	34	125/0/0/0	206/0/0/0	84	70.00	\$3,646.00
7/21/2018	3	81	10	206/0/0/0	222/0/0/0	91	75.83	\$4,139.00
7/22/2018	21	70	4	222/0/0/0	169/0/0/0	74	61.67	\$3,292.00
7/23/2018	42	32	8	169/0/0/0	90/0/0/0	40	33.33	\$1,705.00
7/24/2018	7	33	3	90/0/0/0	82/0/0/0	36	30.00	\$1,377.00
7/25/2018	5	31	13	82/0/0/0	96/0/0/0	44	36.67	\$1,994.00
7/26/2018	2	42	9	96/0/0/0	108/0/0/0	51	42.50	\$2,248.00
7/27/2018	6	45	14	108/0/0/0	140/0/0/0	59	49.17	\$2,460.00
7/28/2018	11	48	12	140/0/0/0	144/0/0/0	60	50.00	\$2,657.00
7/29/2018	16	44	5	144/0/0/0	118/0/0/0	49	40.83	\$2,095.00
7/30/2018	8	41	2	118/0/0/0	104/0/0/0	43	35.83	\$2,027.00
7/31/2018	4	39	0	104/0/0/0	96/0/0/0	39	32.50	\$1,422.00
	348	1333	332	3953/0/0/0	3918/0/0/0	1665	44.76	\$80,336.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 08/01/2018 - 08/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
8/1/2018	11	28	3	96/0/0/0	79/0/0/0	31	25.83	\$1,246.00
8/2/2018	3	28	7	79/0/0/0	96/0/0/0	35	29.17	\$1,376.00
8/3/2018	6	29	9	96/0/0/0	104/0/0/0	38	31.67	\$1,620.00
8/4/2018	11	27	7	104/0/0/0	75/0/0/0	34	28.33	\$1,570.00
8/5/2018	9	25	5	75/0/0/0	61/0/0/0	30	25.00	\$1,441.00
8/6/2018	6	24	4	61/0/0/0	57/0/0/0	28	23.33	\$1,363.00
8/7/2018	8	20	4	57/0/0/0	53/0/0/0	24	20.00	\$918.00
8/8/2018	8	16	6	53/0/0/0	47/0/0/0	22	18.33	\$1,071.00
8/9/2018	5	17	8	47/0/0/0	61/0/0/0	25	20.83	\$1,195.00
8/10/2018	4	21	13	61/0/0/0	77/0/0/0	34	28.33	\$1,425.00
8/11/2018	7	27	7	77/0/0/0	77/0/0/0	34	28.33	\$1,535.00
8/12/2018	10	24	3	77/0/0/0	62/0/0/0	27	22.50	\$1,206.00
8/13/2018	8	19	5	62/0/0/0	54/0/0/0	24	20.00	\$1,016.00
8/14/2018	5	19	5	54/0/0/0	58/0/0/0	24	20.00	\$958.00
8/15/2018	3	21	2	58/0/0/0	56/0/0/0	23	19.17	\$1,060.00
8/16/2018	1	22	1	56/0/0/0	56/0/0/0	23	19.17	\$1,009.00
8/17/2018	8	15	5	56/0/0/0	52/0/0/0	20	16.67	\$778.00
8/18/2018	7	13	1	52/0/0/0	44/0/0/0	14	11.67	\$496.00
8/19/2018	6	8	4	44/0/0/0	36/0/0/0	12	10.00	\$547.00
8/20/2018	2	10	1	36/0/0/0	34/0/0/0	11	9.17	\$496.00
8/21/2018	2	9	0	34/0/0/0	30/0/0/0	9	7.50	\$350.00
8/22/2018	1	8	0	30/0/0/0	28/0/0/0	8	6.67	\$350.00
8/23/2018	0	8	3	28/0/0/0	33/0/0/0	11	9.17	\$326.00
8/24/2018	1	10	0	33/0/0/0	32/0/0/0	10	8.33	\$394.00
8/25/2018	0	10	0	32/0/0/0	32/0/0/0	10	8.33	\$292.00
8/26/2018	3	7	3	32/0/0/0	36/0/0/0	10	8.33	\$445.00
8/27/2018	1	9	2	36/0/0/0	38/0/0/0	11	9.17	\$472.00
8/28/2018	2	9	2	38/0/0/0	38/0/0/0	11	9.17	\$479.00
8/29/2018	0	11	0	38/0/0/0	38/0/0/0	11	9.17	\$428.00
8/30/2018	1	10	9	38/0/0/0	70/0/0/0	19	15.83	\$682.00
8/31/2018	5	14	4	70/0/0/0	60/0/0/0	18	15.00	\$811.00
	144	518	123	1710/0/0/0	1674/0/0/0	641	17.23	\$27,355.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 09/01/2018 - 09/30/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
9/1/2018	1	17	0	60/0/0/0	54/0/0/0	17	14.17	\$756.00
9/2/2018	0	17	0	54/0/0/0	54/0/0/0	17	14.17	\$811.00
9/3/2018	8	9	1	54/0/0/0	28/0/0/0	10	8.33	\$414.00
9/4/2018	4	6	5	28/0/0/0	34/0/0/0	11	9.17	\$503.00
9/5/2018	0	11	3	34/0/0/0	39/0/0/0	14	11.67	\$561.00
9/6/2018	3	11	2	39/0/0/0	33/0/0/0	13	10.83	\$612.00
9/7/2018	5	8	2	33/0/0/0	28/0/0/0	10	8.33	\$459.00
9/8/2018	0	10	4	28/0/0/0	37/0/0/0	14	11.67	\$612.00
9/9/2018	5	9	1	37/0/0/0	25/0/0/0	10	8.33	\$459.00
9/10/2018	1	9	0	25/0/0/0	23/0/0/0	9	7.50	\$357.00
9/11/2018	0	9	4	23/0/0/0	31/0/0/0	13	10.83	\$567.00
9/12/2018	1	12	1	31/0/0/0	31/0/0/0	13	10.83	\$516.00
9/13/2018	0	13	0	31/0/0/0	31/0/0/0	13	10.83	\$516.00
9/14/2018	4	9	0	31/0/0/0	23/0/0/0	9	7.50	\$306.00
9/15/2018	4	5	0	23/0/0/0	14/0/0/0	5	4.17	\$153.00
9/16/2018	2	3	0	14/0/0/0	10/0/0/0	3	2.50	\$102.00
9/17/2018	1	2	1	10/0/0/0	14/0/0/0	3	2.50	\$51.00
9/18/2018	1	2	5	14/0/0/0	18/0/0/0	7	5.83	\$306.00
9/19/2018	0	7	0	18/0/0/0	18/0/0/0	7	5.83	\$306.00
9/20/2018	0	7	1	18/0/0/0	20/0/0/0	8	6.67	\$357.00
9/21/2018	5	3	0	20/0/0/0	10/0/0/0	3	2.50	\$102.00
9/22/2018	0	3	0	10/0/0/0	10/0/0/0	3	2.50	\$102.00
9/23/2018	1	2	1	10/0/0/0	10/0/0/0	3	2.50	\$51.00
9/24/2018	1	2	0	10/0/0/0	4/0/0/0	2	1.67	\$51.00
9/25/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
9/26/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
9/27/2018	1	1	0	4/0/0/0	2/0/0/0	1	0.83	\$0.00
9/28/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
9/29/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
9/30/2018	0	1	1	2/0/0/0	4/0/0/0	2	1.67	\$51.00
	48	194	32	673/0/0/0	617/0/0/0	226	6.28	\$9,183.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 10/01/2018 - 10/31/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
10/1/2018	0	2	0	4/0/0/0	4/0/0/0	2	1.67	\$51.00
10/2/2018	0	2	1	4/0/0/0	6/0/0/0	3	2.50	\$102.00
10/3/2018	0	3	0	6/0/0/0	6/0/0/0	3	2.50	\$102.00
10/4/2018	0	3	0	6/0/0/0	6/0/0/0	3	2.50	\$102.00
10/5/2018	1	2	1	6/0/0/0	6/0/0/0	3	2.50	\$102.00
10/6/2018	0	3	0	6/0/0/0	6/0/0/0	3	2.50	\$51.00
10/7/2018	2	1	0	6/0/0/0	2/0/0/0	1	0.83	\$0.00
10/8/2018	0	1	2	2/0/0/0	10/0/0/0	3	2.50	\$102.00
10/9/2018	0	3	0	10/0/0/0	10/0/0/0	3	2.50	\$102.00
10/10/2018	1	2	0	10/0/0/0	8/0/0/0	2	1.67	\$51.00
10/11/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/12/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/13/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/14/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$0.00
10/15/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/16/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/17/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/18/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/19/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/20/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$51.00
10/21/2018	0	2	0	8/0/0/0	8/0/0/0	2	1.67	\$0.00
10/22/2018	1	1	0	8/0/0/0	2/0/0/0	1	0.83	\$0.00
10/23/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/24/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/25/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/26/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/27/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/28/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/29/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/30/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
10/31/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
	5	54	4	174/0/0/0	172/0/0/0	58	1.56	\$1,224.00

Occupancy percentages based on 120 total units

Guest Forecast

For: 11/01/2018 - 11/30/2018

Date	Departures	Stayovers	Arrivals	Persons		Units	% Occ	Unit Revenue
				AM	PM			
11/1/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/2/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/3/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/4/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/5/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/6/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/7/2018	1	0	1	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/8/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/9/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/10/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/11/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/12/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/13/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/14/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/15/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/16/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/17/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/18/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/19/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/20/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/21/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/22/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/23/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/24/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/25/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/26/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/27/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/28/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/29/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
11/30/2018	0	1	0	2/0/0/0	2/0/0/0	1	0.83	\$0.00
	1	29	1	60/0/0/0	60/0/0/0	30	0.83	\$0.00

Occupancy percentages based on 120 total units

2018 Preliminary

POUNDS AND VALUES OF COMMERCIALY CAUGHT FISH AND SHELLFISH LANDED IN OREGON



Fish	January	February	March	April	May	June	July	August	September	October	November	December	Total
Fish	#	#	#	#	#	#	#	#	#	#	#	#	#
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cabezon	182,358	44,104	109,575	197,801	140,899								674,737
	19	74	441	637	298								1,469
	44	214	1,461	1,737	1,006								4,464
Flounder, arrowtooth	7,024	4,963	5,514	4,494	2,738								24,433
	662	439	522	445	271								2,339
Flounder, starry					5								5
					2								2
Greenling sp.	6	49	539	382	268								1,244
	9	74	2,306	1,597	1,185								5,171
Grenadier, Pacific			696										696
			0										0
Hagfish sp				546									546
				55									55
Lingcod	812	283	1,675	2,128	13,388								18,286
	984	828	4,558	3,163	14,592								24,131
Pacific Ocean perch	1	20	134	394									549
	0	7	80	158									225
Rockfish, black	900	275	3,543	1,284	2,484								8,486
	1,350	413	6,485	3,040	4,684								15,972
Rockfish, blue	2	8	72	10	39								131
	3	12	108	16	59								198
Rockfish, canary	982	9	7	145	6,740								7,863
	436	14	11	87	3,063								3,811
Rockfish, china		3	20	4									27
		6	123	27									156
Rockfish, copper	2				9								11
	3				27								30
Rockfish, darkblotched	628	48	2,471	14,409	19								17,575
	283	29	1,412	6,431	10								8,185
Rockfish, gopher					2								2
					10								10
Rockfish, grass		4		4	9								17
		8		6	19								33

2018 Preliminary

POUNDS AND VALUES OF COMMERCIALY CAUGHT FISH AND SHELLFISH LANDED IN OREGON



	January	February	March	April	May	June	July	August	September	October	November	December	Total
Rockfish, quillback	#		11		7								18
	\$		52		11								63
Rockfish, Roughey/blackcks	#	71		47									118
	\$	32		36									70
Rockfish, Shelf	#	3,021		100	6,819								9,740
	\$	749		45	2,657								3,451
Rockfish, shortaker	#			16	11								27
	\$			7	7								14
Rockfish, Slope	#	782	590	824	156								3,881
	\$	233	129	90	25								646
Rockfish, vermillion	#	17	9	18	20								74
	\$	26	14	27	30								113
Rockfish, widow	#	2,975		644	41								3,660
	\$	1,041		225	14								1,280
Rockfish, yelloweye	#	3			1								4
	\$	1			0								1
Rockfish, yellowtail	#	10,165		205	730								11,100
	\$	3,986		92	311								4,399
Sablefish	#	22,052	6,039	34,173	61,853	26,171							152,288
	\$	46,185	15,737	50,283	86,220	31,786							230,201
Salmon, chinook	#					720							720
	\$					7,013							7,013
Sanddab, Pacific	#	88			14								102
	\$	22			8								30
Shark, spiny dogfish	#	7											7
	\$	0											0
Skate, Big	#	44			284								328
	\$	7			114								121
Skate, Longnose	#	3,575	967	1,570	4,839								13,430
	\$	769	380	612	986	686							3,435
Skates unsp.	#	135			24	32							191
	\$	0			0	0							0
Sole, Dover	#	130,327	21,629	61,923	159,042	97,961							470,882
	\$	53,404	10,046	26,463	70,860	44,552							205,325
Sole, English	#	610	1	468	1,645	1,426							4,150

2018 Preliminary

POUNDS AND VALUES OF COMMERCIALY CAUGHT FISH AND SHELLFISH LANDED IN OREGON



	January	February	March	April	May	June	July	August	September	October	November	December	Total
Sole, petrale	\$ 153	0	118	526	435								1,232
	# 68,204	11,284	2,038	2,910	15,461								98,897
Sole, rex	\$ 64,233	11,780	2,142	3,311	18,989								98,415
	# 4,980	2,115	2,827	7,575	5,327								22,804
Surferch	\$ 1,579	738	832	2,194	1,853								6,996
	# 7												7
Thornyhead, longspine	\$ 11												11
	# 5,388	5,990	27,077	13,327	11,849								63,429
Thornyhead, shortspine	\$ 1,621	1,785	9,281	4,728	4,075								21,470
	# 7,532	5,032	6,484	21,521	10,748								51,317
Whiting, Pac. (flake)	\$ 4,512	1,493	2,821	11,822	5,830								25,878
	# 90			171	1								282
Wolf-eel	\$ 0			0	0								0
	# 0				7								7
Crustaceans	\$ 861	1,959,312	486,866	54,929	674,952	11							3,157,020
	# 0	5,377,124	1,701,683	280,125	572,921								7,931,833
Crab, Dungeness, ocean	\$ 861	1,959,312	486,866	54,929	33,916								2,515,984
	# 0	5,377,124	1,701,683	280,125	212,442								7,571,354
Shrimp, pink	\$				641,036								641,036
	#				380,479								380,479
Molluscs	\$												81
	#				81								81
Octopus	\$												41
	#				41								41
Total	\$ 271,288	2,020,404	620,057	354,119	880,776								4,146,624
	# 182,358	5,421,228	1,811,279	477,926	713,820								8,608,811

OLD BUSINESS AGENDA ITEM A

DATE: *June 19, 2018*
RE: *Kathy's Corner Market*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY:

OVERVIEW

- Kathy's Corner Market is requesting more storage space.
- The space they are requesting is 103 sq. ft.
- April 17, the board approved Interim Manager Kathy Lindley Hall to enter into negotiations.
- Lease extension and amendment was with the attorney, which she approved.

DOCUMENTS

- Lease extension and amendment, 2 pages

COMMISSIONERS ACTION

- Board to approve lease extension and amendment.

**COMMERCIAL LEASE EXTENSION
AND AMENDMENT**

THIS LEASE EXTENSION AND AMENDMENT (hereinafter referred to as the "Lease Extension") is made and entered into this 1st day of June 2018, by and between the Port of Brookings Harbor, an Oregon special district, (hereinafter referred to as "Landlord") and Scott Mathey dba Kathy's Corner Market (hereinafter referred to as "Tenant," whether one or more, and each agreeing to be bound by and held jointly and severally liable under the terms and conditions of this Lease Extension).

NOW, THEREFORE, in consideration of the covenants and obligations contained herein and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **PRIOR LEASE:** The parties executed a Lease Agreement dated May 2, 2017 (hereinafter "Lease Agreement") with a term of lease commencing on the 1st day of May 2017, and which expires on the 30th day of April 2018. All terms, conditions, and provisions of said Lease Agreement are hereby incorporated by this reference as though fully set forth herein and continue to be binding and in full force and effect during the extension of the lease term.

2. **EXTENSION LEASE TERM:** The parties hereby agree to extend and continue the aforementioned Lease Agreement for an additional one-year term, commencing on the 1st day of June 2018, and expiring on the 30th day of May 2019.

3. **AMENDMENT TO LEASED PREMISES:** An additional 103 square feet is added to the existing leased premises. The rental rate for the additional space will be \$1.072 per square foot for a total of One Hundred Ten and 42/100 Dollars (\$110.42). The additional leased area is depicted on Exhibit A attached hereto.

4. **REVISED RENT PAYMENTS:** The new total rental rate for the entire retail building space of Eight Hundred Six (806) square feet is Eight Hundred Seventy-Eight and 10/100 Dollars (\$878.10). The rent is payable in equal monthly installments of \$878.10 and due on the first day of each month of the term. The first full rent payment under this Lease Extension is due on the 1st day of May 2018.

5. **PRORATED RENT.** [choose one:] XXX Not applicable, or _____ Tenant agrees to pay a prorated sum in the amount of \$ _____ as rent to cover the period from the commencement of this Lease Extension until the _____ day of the following month. This prorated rent shall be due at the execution of this Lease Extension. Payment of rent, non-payment of rent, and default for late payment of rent shall be governed in accordance with the terms and conditions of the previous Lease Agreement, as incorporated above by reference or attachment.

**PORT OF BROOKINGS HARBOR
("LANDLORD"):**

Date: _____

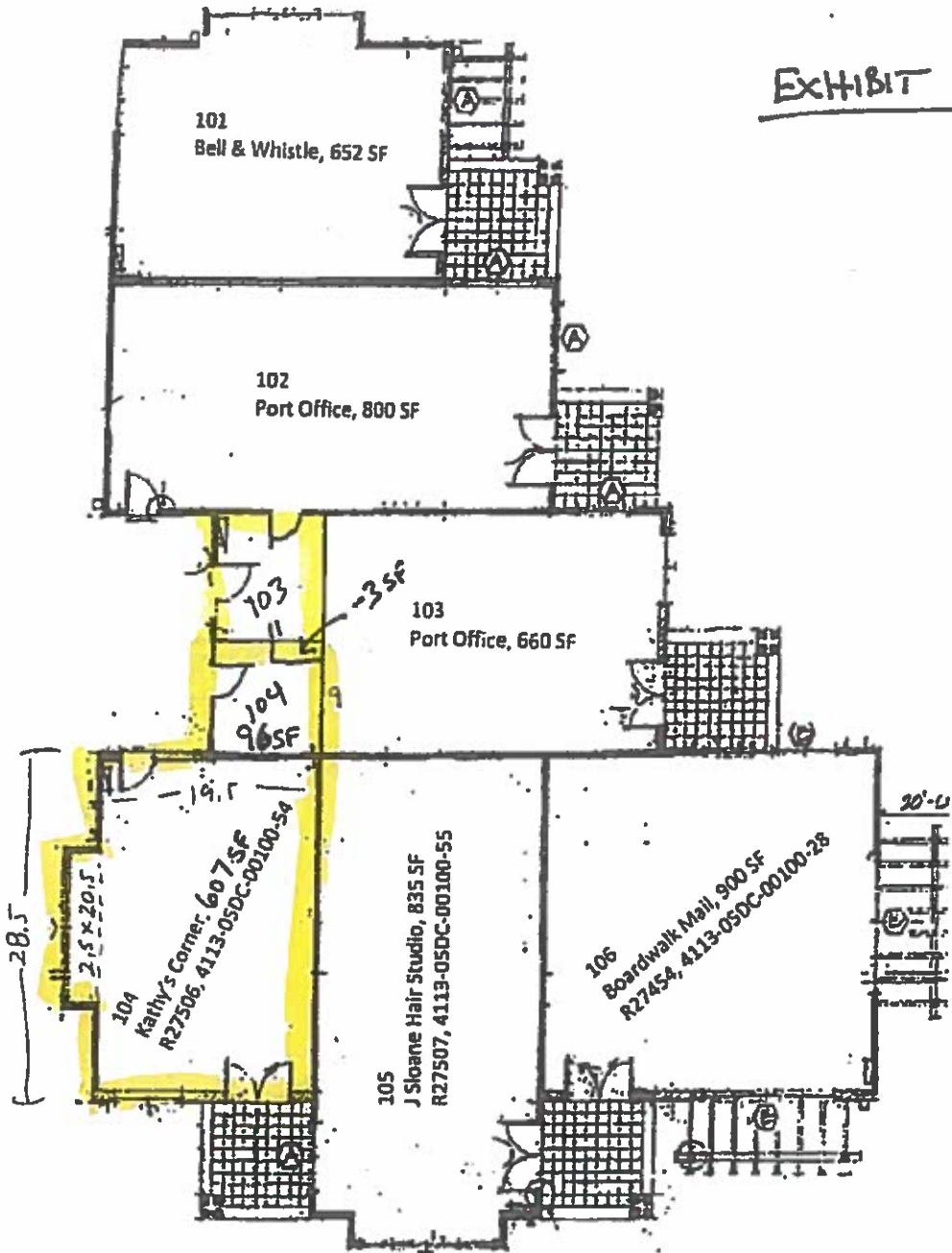
By: Port of Brookings Harbor Board of
Commissioners

Kathy's Corner Market ("TENANT"):

Date: _____

Scott Mathey, Owner
Kathy's Corner Market

EXHIBIT "B"



Building 1
16340 Lower Harbor Road

OLD BUSINESS AGENDA ITEM B

DATE: *June 19, 2017*
RE: *Bounders Crab Shack*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY:

BACKGROUND

- November 2017, the board approved to have Bounders Crab Shack go into a lease.
- Lease has already been to the attorney and tenant for approval

DOCUMENTS

- Lease, 13 pages
- Map, 2 pages

COMMISSIONERS ACTION

- Approve Bounders Crab Shack Lease.

COMMERCIAL LEASE AGREEMENT

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This lease is made and entered into at Brookings, Oregon this 1st day of June 2018, by and between the **Port of Brookings Harbor** (the Landlord) and **Bill and Leslie Wood, dba Bounders Fresh Crab** (the Tenant).

1. Leased Premises. Landlord hereby leases to Tenant the linear dock space, only, located at Basin 2, 16062 Lower Harbor Road, Brookings, Oregon, being further described in Exhibit A & B, attached hereto and incorporated herein by this reference, located in the Port of Brookings Harbor on the terms and conditions stated below:

a. The leased linear dock space shall be used by Tenant for the operation of the current business and as commercial retail space only. The Tenant owns the floating dock secured to the Port owned dock.

2. Lease Term and Base Rental.

a. Landlord hereby leases to Tenant the real property located at Basin 2 16062 Lower Harbor Road, Brookings, Oregon, only, as described in Exhibit A, the Leased Premises,

b. The Base Rental for the Leased Premises shall be as follows:

1. The rental rate for the linear dock space occupied by Tenant’s retail commercial business shall be \$34.02 per linear foot of dock for 40.5 feet of dock, or \$114.82 per month payable on the first day of each month commencing June 1, 2018.

c. The initial term of this lease shall be for a term of three (3) years commencing June 1, 2018 and continuing through May 31, 2021.

d. Landlord grants to Tenant the option to renew this lease in whole or in part of the Leased Premises, for one (1) additional three (3) year term at terms and conditions to be negotiated, provided Tenant a) is not in default of this lease at the time the option is exercised and b) Landlord does not need the linear dock for its own use and c) Landlord is otherwise satisfied with Tenant’s use of the leased premises during the initial term. The parties agree to negotiate in good faith with respect to the renewal terms and conditions on terms at least as favorable as those offered to any other tenant of Landlord at the time.

e. Tenant shall notify the Landlord in writing ninety (90) days prior to expiration of the lease of tenant’s intent to exercise all or any portion of Tenant’s option to extend the lease. Failure to provide such notice is a

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default and a material breach of the lease and Landlord may terminate the lease on the expiration date and retake possession of the Leased Premises with or without process of law.

3. Base Rent Payment. Tenant shall pay the base rent for the leased Premises and any additional rent provided herein without deduction or offset. The Base rent shall increase annually, on each anniversary of the lease commencement for the second and each subsequent year, according to the Consumer Price Index for All Urban Consumers (CPI-U). The Base Rent increase shall be for the total amount of the Base Rent due. Base rent shall include all prior percentage increases.

Rent for any partial month during the lease term shall be prorated to reflect the number of days during the month that Tenant occupies the Premises.

Additional rent means any other sums payable by Tenant to Landlord under this lease, all real or personal property taxes, insurance costs and utility charges, other than those which Tenant is required to pay by this lease. At the end of the Lease agreement, a new Base Rent will be established.

Should any rent or other payment required of Tenant by this lease not be paid within 10 days after it is due, a late charge of 1.5% per month (18% per annum) will be assessed. In the event, suit or action is instituted to collect any amount owed on this account, the undersigned applicant agrees to pay any reasonable attorney fees, collection agency fees and any other costs associated with such action. A \$50.00 fee will be assessed on any Returned payment.

4. Lease Consideration/Security Deposit. Upon execution of the lease, Tenant base rent is due the first day of the month of the lease term for which rent is payable. Tenant is required to pay a security deposit in the sum of \$00.00 Landlord may apply the security deposit to pay the cost of performing any obligation which Tenant fails to perform within the time required by this lease, but such application by Landlord shall not be the exclusive remedy for Tenant's default. If the security deposit is applied by the Landlord, Tenant shall on demand pay the sum necessary to replenish the security deposit to its original amount. To the extent not applied by Landlord to cure defaults by Tenant, the security deposit shall be returned to Tenant upon termination of this lease, or, by mutual agreement between Landlord and Tenant, applied against the rent payable for the last month of the term.

5. Use. Tenant shall use the Leased Premises to operate Bounders Fresh Crab and for no other purpose without Landlord's written consent. Tenant shall carry on business during the hours customary in comparable businesses similarly situated. In connection with its use of the Leased Premises, Tenant shall at its expense promptly comply with all applicable laws, ordinances, rules and regulations of any public authority, including those of the Port of Brookings Harbor, and not unreasonably annoy, obstruct or interfere with the rights of other

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tenants of the Port of Brookings Harbor, wherever located. Tenant shall not create or maintain any nuisance, noise, objectionable fumes, or vibrations while using the Leased Premises. Tenant shall be responsible for all System Development Charges, if any are assessed by the Port of Brookings Harbor for the premises.

a. Landlord is not by virtue of this section a partner or joint venture with Tenant in connection with the business carried on under this lease and shall have no obligation with respect to Tenant's debts or other liabilities, and no interest in Tenant's profits.

6. **Signs.** No signs, awnings, antennas, or other apparatus shall be positioned as to be visible from outside the Leased Premises without Tenant obtaining Landlord's prior written approval as to design, size, location, and color. All signs installed by Tenant shall comply with Landlord's standards for signs, and all applicable codes and signs and sign hardware shall be removed upon termination of this lease with the sign location restored to its formal state unless Landlord elects to retain all or any portion thereof.

8. **Utilities and Services.** Landlord shall furnish all utilities up to the Leased Premises and Tenant shall be directly responsible for any and all electrical charges or fees for electrical service. Electric, sewer and water usage will be billed separately.

Tenant shall comply with all government laws or regulations regarding the use or reduction of use of utilities on the Leased Premises. Unless caused by Landlord's negligence or intentional act, interruption, limitation, curtailment, or rationing of services or utilities shall not be deemed an eviction or disturbance of Tenant's use and possession of the Leased Premises, render Landlord liable to Tenant for damages, or relieve Tenant from performance of Tenant's obligations under this lease, and Landlord shall take all reasonable steps to correct any interruption in service.

9. **Maintenance and Repair - Tenant**

a. Tenant is at all times during the term of this lease, and at Tenant's sole cost and expense, obligated to keep the entire of the buildings occupying the Leased Premises and every part thereof in good condition and repair; ordinary wear and tear and damage to the Leased Premises by earthquake, act of God, or the elements excepted. Subject only to the provisions contained in Section 10 herein, Landlord has no obligation and has made no promise to alter, remodel, improve, repair, decorate, or paint the Leased Premises or any part thereof. Repair of damage caused by negligent or intentional acts or breach by this lease by Tenant, its employees or invitees shall be at Tenant's expense.

b. Tenant shall be responsible for any repairs necessitated by the

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negligence of Tenant, its agents, employees, and invitees, and all other repairs to the building occupying the leased premises, except repairs that would otherwise be the responsibility of Landlord under Section 10 or Section 15.

c. On the last day of the term hereof, or on any sooner termination, Tenant shall surrender the Leased Premises to Landlord in the same condition as received, ordinary wear and tear excepted, clean and free of debris.

10. Maintenance and Repair - Landlord's Obligations. The following shall be the responsibility of Landlord:

a. Provide access to a water supply and electricity.

b. Repair and maintenance of existing exterior water, sewage, and electrical services up the point of entry to the Leased Premises.

c. Repair of sidewalks, driveways, curbs, parking areas, and areas used in common by Tenant and Landlord or Tenants of other portions of the same dock.

d. Repair and maintenance of existing exterior water, sewage, gas and electrical services up the point of entry to the leased dock.

11. Indemnity. Tenant shall not allow any liens to attach to the Lease Premises, or Tenant's interest in the Leased Premises, as a result of Tenant's activities. In the event that a materialman, mechanic's, or other lien is filed, or a claim of lien is made for work claimed to have been done for Tenant, Landlord will have the option in its sole discretion of requiring Tenant to post a Surety Bond within ten (10) days at Tenant's expense or to pay and discharge the lien, and Tenant agrees to reimburse Landlord promptly upon demand. These Landlord remedies are not exclusive as Landlord has other remedies as provided by law including requiring Tenant to pay for Landlord's attorney fees and costs relating to any such lien.

Except as otherwise provided herein, Tenant hereby waives all claims against Landlord for damage to any property or injury, illness, or death of any person in, upon, or about the Leased Premises arising at any time and from any cause whatsoever other than solely by reason of the predominant negligence or willful act of Landlord, its officers, employees, or agents. Tenant shall defend, indemnify and hold Landlord harmless from and against any and all claims or liability for damage to any property or injury, illness, or death of any person (a) occurring in or on the Leased Premises or any part thereof arising at any time and from any cause whatsoever other than solely by reason of the predominant negligence or willful act of Landlord, its officers, employees, or agents; or (b)

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occurring in, on, or about any part of the Leased Premises when such damage, injury, illness, or death shall be caused in whole or in part by the act, neglect, omission, or fault of Tenant, its agents, servants, employees, invitees, or licensees (including, without limitation, when such damage, injury, illness, or death shall have been caused in part by Landlord, its officers, employees, or agents.) Landlord shall have no liability to Tenant because of loss or damage caused by the acts or omissions of other tenants of Landlord, or by third parties. The provisions of this paragraph shall survive the termination of this lease with respect to any damage, injury, illness, or death occurring prior to such termination.

12. Insurance. Tenant shall carry liability insurance with limits of not less than One Million Dollars (\$1,000,000) insurance, shall have an endorsement naming Landlord as an additional insured and covering the liability insured under Paragraph 16 of this Lease.

Tenant shall furnish a certificate evidencing such insurance which shall state that the coverages required below shall not be cancelled or materially changed without fifteen (15) days advance notice to Landlord.

Leases / Tenants

General Liability, Each Occurrence	\$1,000,000
Medical Expenses (any one person).....	\$ 5,000
General Aggregate.....	\$2,000,000

13. Exemption of Landlord from Liability. Tenant hereby agrees that Landlord shall not be liable for injury to Tenant's business or any loss of income therefrom or for damage to the goods, wares, merchandise or other property of Tenant, Tenant's employees, invites, customers, or any other person in or about the Leased Premises or the Port, nor shall Landlord be liable for injury to the person of Tenant, Tenant's employees, agents or contractors, whether such damage or injury is caused by or results from fire, steam, electricity, gas, water or rain, or from the breakage, leakage, obstruction or other defects of pipes, wires or lighting fixtures, or from any other cause, whether said damage or injury results from conditions arising upon the Leased Premises or upon other portions of the Port, or from other sources or places and regardless of whether the cause of such damage or injury or the means of repairing the same is inaccessible to Tenant, unless such injury and /or damage results from the predominant negligence or willful acts of Landlord. Landlord shall not be liable for any damages arising from any act or neglect of any other tenant, occupant or user of the Port, nor from the failure of Landlord to enforce the provisions of any other lease of the Port.

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14. Waiver of Subrogation. Tenant shall be responsible for insuring its personal property and trade fixtures located on the Leased Premises and any alterations or Tenant improvements it has made to the Leased Premises. Neither Landlord nor Tenant shall be liable to the other for any loss or damage caused by water damage, sprinkler leakage, or any of the risks that are or could be covered by a standard all risk insurance policy with an extended coverage endorsement, or for any business interruption, and there shall be no subrogated claims by one party's insurance carrier against the other party arising out of any such loss.

15. Eminent Domain. If a condemning authority takes title by eminent domain or by agreement in lieu thereof to the entire Leased Premises or a portion sufficient to render the Leased Premises unsuitable for Tenant's use, then either party may elect to terminate this lease effective on the date that possession is taken by the condemning authority; provided, however, that a condition to the exercise by Tenant of such right to terminate shall be that the portion of the Leased Premises taken shall be of such extent and nature as to substantially handicap, impede, or impair Tenant's use of the balance of the Leased Premises for the purpose intended. Rent shall be reduced for the remainder of the term in an amount proportionate to the reduction in area of the Leased Premises caused by the taking. All condemnation proceeds shall belong to Landlord, and Tenant shall have no claims against Landlord or the condemnation award because of the taking.

16. Assignment and Subletting. This lease shall bind and inure to the benefit of the parties, their respective heirs, successors, and assigns, provided that Tenant shall not assign its interest under this lease or sublet all or any portion of the Leased Premises without first obtaining Landlord's consent in writing. This provision shall apply to all transfers by operation of law including but not limited to mergers and changes in control of Tenant. No assignment shall relieve Tenant of its obligation to pay rent or perform other obligations required by this lease and no consent to one assignment or subletting shall be consent to any further assignment or subletting. Landlord shall not unreasonably withhold or delay its consent to any assignment, or to subletting, accepting that the proposed Tenant has been approved by Landlord in writing.

If Tenant proposes a subletting, sell of building or assignment to which Landlord is require to consent under this paragraph, Landlord shall have the option of terminating this lease and dealing directly with the proposed sub-tenant or assignee, or any third party. A new base rent may be established for the remainder of the lease at the sole option of the Landlord. If an assignment or subletting is permitted, any cash profit, or the net value of any other consideration received by Tenant as a result of such transaction shall be paid to Landlord promptly following its receipt by Tenant. Tenant shall pay any costs incurred by Landlord in connection with a request for assignment or subletting, including reasonable attorney fees.

17. Default.

a. Any of the following shall constitute a default by Tenant under this lease:

1. Tenant's failure to pay rent or any other charge under this lease within ten (10) days after its due, or failure to comply with any other term or condition within twenty (20) days following written notice from Landlord specifying the noncompliance. If such noncompliance cannot be cured within the 20-day period, this provision shall be satisfied if Tenant commences correction within such period and thereafter proceeds in good faith and with reasonable diligence to effect compliance as soon as possible. Time is of the essence of this lease.

2. Tenant's insolvency, business failure or assignment for the benefit of its creditors. Tenant's commencement of proceedings under any provision of any bankruptcy or insolvency law or failure to obtain dismissal of any petition filed against it under such laws within the time required to answer, or the appointment of a receiver for Tenant's property.

3. Assignment or subletting by Tenant in violation of Section 18 above.

4. Vacation or abandonment of the Leased Premises for more than three (3) months without the written consent of Landlord.

5. If this Lease is levied upon under any attachment or execution and such attachment or execution is not vacated within ten (10) days.

18. Remedies for Default. In case of default as described in Section 17 above, Landlord shall have the right to the following remedies which are intended to be cumulative and in addition to any other remedies provided under applicable law.

a. Landlord may terminate the lease of the Leased Premises, and remove any persons or property by legal action or by self-help with the use of reasonable force and without liability for damages. If Landlord has other vacant space available, prospective tenants may be placed in such other space without prejudice to Landlord's claim to damages to loss of rentals from Tenant.

b. Landlord may recover all damages caused by Tenant's default which shall include an amount equal to rentals lost because of the default, all attorney fees and costs. Landlord may sue periodically to recover damages as they occur throughout the lease term, and no action for accrued damages shall bar a later action for damages subsequently accruing. Landlord may elect in any one action to recover accrued damages plus damages attributable to the remaining term of the lease.

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Such damages shall be measured by the difference between the rent under this lease and the reasonable rental value of the Leased Premises for the remainder of the term, discounted to the time of judgment at the prevailing interest rate on judgments.

c. Landlord may make any payment or perform any obligation which Tenant has failed to perform, in which case Landlord shall be entitled to recover from Tenant upon all demand all amounts so expended plus interest from the date of the expenditure at the rate of one and one-half percent (1.5%) per month. Any such payment or performance by Landlord shall not waive Tenant's default.

19. Regulations. Landlord shall have the right (but shall not be obligated) to make, revise, and enforce commercially reasonable regulations or policies consistent with this lease for the purpose of promoting safety, order, economy, cleanliness, and good service to all tenants of the Landlord, provided that if Landlord passes a regulation or policy that interferes with Tenant's quiet enjoyment or unreasonably interferes with Tenant's use of the Leased Premises, then Tenant may terminate this lease. All such regulations and policies shall be complied with as if part of this lease.

20. Access. During times, other than normal business hours Tenant's officers and employees or those having business with Tenant may be required to identify themselves or show passes in order to gain access to the Leased Premises. In such event, Landlord shall have no liability for permitting or refusing to permit access to anyone. With reasonable notice to Tenant, Landlord shall have the right to enter upon the Leased Premises at any time by passkey or otherwise to determine Tenant's compliance with this lease, to perform necessary services, maintenance and repairs to the Leased Premises, or to show the Leased Premises to any prospective tenant or purchasers. Except in case of emergency such entry shall be with at least 24 hours prior notice and at such times and in such manner as to minimize interference with the reasonable business use of the Leased Premises by Tenant.

21. Notices. Notices to the parties relating to the lease shall be in writing, effective when delivered, or if mailed, effective on the second day following mailing, postage prepaid, to the address for the party stated in this lease or to such other address as either party may specify by notice to the other. Notice to Tenant may always be delivered to the Leased Premises. Rent shall be payable to Landlord at the same address and in the same manner, but shall be considered paid only when received.

22. Subordination. This lease shall be subject and subordinate to any mortgages, deeds of trust, or land sale contracts (hereafter collectively referred to as encumbrances) now existing against the Leased Premises. At Landlord's option this lease shall be subject and subordinate to any future encumbrance hereafter placed against the Leased Premises (including the underlying land) or

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any modifications of existing encumbrances, and Tenant shall execute such documents as may reasonably be requested by Landlord or the beholder of the encumbrance to evidence this subordination.

23. Transfer of Premises. If the Land Leased Premises is sold or otherwise transferred by Landlord or any successor, Tenant shall attorn to the purchaser or transferee and recognize it as the Landlord under this lease, and, provided the purchaser assumes all obligations hereunder, the transferor shall have no further liability hereunder.

24. Estoppel. Either party will within twenty (20) days after notice from the other execute, acknowledge and deliver to the other party a certificate whether or not this lease has been modified and is in full force and effect, whether there are any modifications or alleged breaches by the other party; the dates to which rent has been paid in advance, and the amount of any security deposit or prepaid rent; and any other facts that may be reasonably requested. Failure to deliver the certificate within the specified time shall be conclusive upon the party of whom the certificate was requested that the lease is in full force and effect and has not been modified except as may be represented by the party requesting the certificate. If requested by the holder of any encumbrance or any ground lessor, Tenant will agree to give such holder or lessor notice of and an opportunity to cure any default by Landlord under this lease. Unresolved good faith disputes between Landlord and Tenant shall be resolved pursuant to mandatory binding arbitration as provided herein.

25. Attorney's Fees. In the event, any action, suit, arbitration or other proceeding shall be instituted by either party to this Lease to enforce any provision of this Lease or any matter arising therefrom or to interpret any provision of this Lease, including any proceeding to compel arbitration, the prevailing party shall be entitled to recover from the other a reasonable attorney fee to be determined by the Court or Arbitrator(s). In addition to recovery of a reasonable attorney fee, the prevailing party shall be entitled to recover from the other costs and disbursements, including all costs of Arbitration and the Arbitrator(s) fees, and expert witness fees, as fixed by the Court or tribunal in which the case is heard.

In the event, any such action, suit, arbitration or other proceeding is appealed to any higher court or courts, the prevailing party shall recover from the other a reasonable attorney fee for prosecuting or defending such appeal or appeals, in addition to the reasonable attorney fees in the lower court, or courts, or arbitration proceeding, such fee to be determined by the appellate court or lower court or arbitrator, as the appellate court may determine. In addition to recovery of a reasonable attorney fee on appeal, the prevailing party shall be entitled to recover from the other costs and disbursements and expert witness fees as fixed by the appellate court. All costs and disbursements which may be awarded pursuant to this paragraph shall bear interest at the maximum legal rate from the date they are incurred until the date they are paid by the losing party.

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26. Quiet Enjoyment. Landlord warrants that so long as Tenant complies with all material terms of this lease, it shall be entitled to peaceable and undisturbed possession of the Leased Premises free from any eviction or disturbance by Landlord. Landlord shall have no liability to Tenant for loss or damages arising out of the acts of other tenants of Port property or third parties, nor any liability for any reason which exceeds the value of its interest in the Leased Premises.

27. Complete Agreement. This lease and the attached Exhibits constitute the entire agreement of the parties and supersede all prior written and oral agreements and representations. Neither Landlord nor Tenant is relying on any representations other than those expressly set forth herein. Any modification to this lease must be in writing and signed by both parties.

28. Nonwaiver. Waiver by either party of strict performance of any provision of this lease shall not be a waiver of or prejudice of the party's right to require strict performance of the same provision in the future or of any other provision.

29. Real Property Taxes.

a. Payment of Taxes. Tenant shall pay the real property tax, if any, as defined in paragraph 29.c. below applicable to Tenant's portion of the Port as represented by the lease.

b. Additional Improvements. Tenant shall be responsible for paying Tenant's share of any increase in real property tax specified in the Tax Assessor's records and work sheets as being caused by additional improvements placed upon the Leased Premises by Tenant or by Landlord for the use by Tenant.

c. Definition of "Real Property Tax". As used herein, the term "real property tax" shall include any form of real estate tax or assessment, general, special, ordinary or extraordinary, and any license fee, commercial rental tax, improvement bond or bonds, levy or tax (other than inheritance, personal income or estate taxes) imposed on the Port or any portion thereof by any authority having the direct or indirect power to tax, including any city, county, state or federal government, or any school, agricultural, sanitary, fire, street, drainage or other improvement district thereof.

30. Severability. The invalidity of any provision of this lease as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provisions herein.

31. Time of Essence. Time is of the essence with respect to the obligations to be performed under this Lease.

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32. Security Measures. Each party acknowledges that they shall have no obligation whatsoever to provide guard service or other security measures for the benefit of the other party or their property. Each party assumes all responsibility for the protection of itself, its agents and invitees and its property from acts of third parties. Nothing herein contained shall prevent Landlord, at Landlord's sole option from providing security protection for the Port or any part thereof.

33. "As-is". This lease is not subject to any implied warranties, but is leased "as is".

34. Parking. Landlord reserves the right to reassign parking spaces provided to Tenant at any time during the period of this lease with thirty (30) days written notice to Tenant and Tenant's consent, which shall not be unreasonably withheld.

35. Arbitration.

35.1 Any controversy or claim arising out of or relating to this lease, including, without limitation, the making, performance or interpretation of this lease, shall be settled by arbitration in Curry County, Oregon, and any Judgment on the arbitration award may be entered in any court having Jurisdiction over the subject matter of the controversy.

35.2 Any party asserting a claim arising out of or relating to this lease may make a written demand for arbitration. In this event, the parties shall agree to submit their controversy to binding arbitration before a single arbitrator. The arbitrator shall be an attorney licensed to practice law in the State of Oregon. If the parties cannot agree within 30 days to the selection of a single arbitrator after the election to arbitrate, either party may request that the selection of an arbitrator be made by a Judge of the Circuit Court of the State of Oregon for Curry County. The dispute shall be heard by the arbitrator selected within 90 days thereafter, unless the parties agree otherwise.

35.3 The parties will pay their own costs of arbitration, and each will be obligated for one-half of the arbitrator's fee. In the event of arbitration under the provisions of this Lease, the prevailing party shall be awarded reasonable attorney fees and related costs.

35.4 If arbitration is commenced, the parties agree to permit discovery proceedings of the type provided by the Oregon Rules of Civil Procedure both in advance of, and during recess of, the arbitration hearings. ORS 183.450(1) through (4), where applicable, shall control the admission of evidence at the hearing in any arbitration conducted hereunder, provided however no error by the arbitrator in application of the statute shall be grounds as such for vacating the arbitrator's award. Each party shall be entitled to present evidence and argument to the arbitrator. The arbitrator shall give written notice to the parties stating the arbitration determination and shall furnish to each party a signed copy of such

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determination and Judgment so the award may be entered in any court having Jurisdiction over the parties. The parties agree that all facts and other information relating to any arbitration arising under this contract shall be kept confidential to the fullest extent permitted by law.

35.5 The parties agree that the arbitrator shall have no Jurisdiction to render an award and/or Judgment for punitive damages. The parties agree that the decision of the arbitrator shall be final and binding on the parties and a Judgment may be entered on the arbitrator's award. Unless otherwise inconsistent herewith, the provisions of ORS Chapter 36 shall apply to any arbitration hereunder. The duty to arbitrate shall survive the cancellation or termination of this contract.

35.6 Service of process in connection therewith shall be made by certified mail. In any judicial proceeding to enforce this agreement to arbitrate, the only issues to be determined shall be the existence of the agreement to arbitrate and the failure of one Party to comply with that agreement, and those issues shall be determined summarily by the court without a jury. All other issues shall be decided by the arbitrator, whose decision thereon shall be final and binding. There may be no appeal of an order compelling arbitration except as part of an appeal concerning confirmation of the decision of the arbitrator.

35.7 Neither Party shall institute any legal proceeding against the other to enforce any right hereunder or for breach hereof, except that either Party may institute litigation (i) to enforce its rights of arbitration hereunder (ii) to confirm and have judgment entered upon any arbitration award issued hereunder, and (iii) to stay the running of any statute of limitation or prevent any other occurrence (including, without limitation, the passage of time) which would constitute laches, estoppel, waiver or any other such legal consequence that suit is necessary to avoid, provided, however, that neither Party shall pursue litigation under item (iii) beyond such action as is necessary to prevent prejudice to its cause of action pending ultimate resolution by arbitration under this Section 35.

35.8 If any dispute between the Parties arises from or in connection with any claim of litigation initiated by any third party (either as claimant, plaintiff, counterclaimant, or defendant/third Party plaintiff), then, unless the Parties agree otherwise, the resolution of that dispute under the arbitration provisions of this Section may at the option of either Party be deferred until the resolution of that third-party claim or litigation, provided, however that in the event of any such dispute in connection with a claim or litigation so initiated by a third party, either Party may at any time initiate arbitration under this Section 37 to determine prospective liability between the Parties upon facts which are stipulated, admitted solely for the purpose of arbitrating prospective liability, or not reasonably in dispute. The issue of whether any fact is "reasonably in dispute" under the preceding sentence shall be subject to mandatory arbitration hereunder upon the demand of either Party. In the event Landlord is made a party to such claim or litigation so initiated by a third party, Owner shall select its own counsel and have complete control over all claim or litigation decisions concerning its participation in that claim or litigation, regardless of whether Owner is required to, or in fact

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does, initiate a crossclaim, counterclaim, or third-party claim under Subclause (iii) of Subsection above, and regardless of Tenant's indemnity obligations as provided herein.

The duty to arbitrate shall survive the cancellation or termination of this lease.

IN WITNESS, WHEREOF, the duly authorized representatives of the parties have executed this lease as of the day and year first written above.

**PORT OF BROOKINGS-HARBOR
LANDLORD**

By: _____

Name: _____

Title: Port Commissioner, President

By: _____

Name: _____

Title: Port Commissioner, Secretary

**BILL AND LESLIE WOOD
DBA/ BOUNDERS CRAB SHACK
TENANT**

By: _____

Name: Bill Wood

By: _____

Name: Leslie Wood

Title: Owners

Mailing Address:

PO Box 3021

Brookings, OR 97415

Phone _____

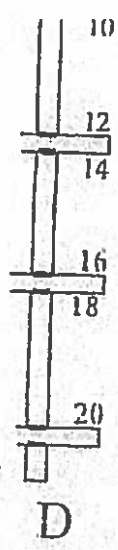
Exhibit A – Bounders Crab Shack with Seating



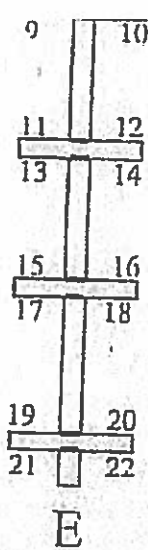
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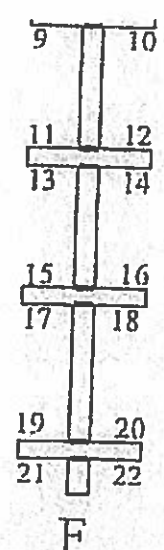
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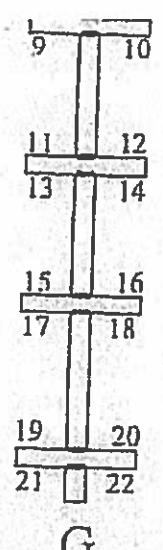
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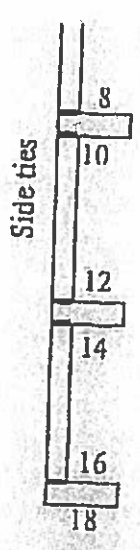
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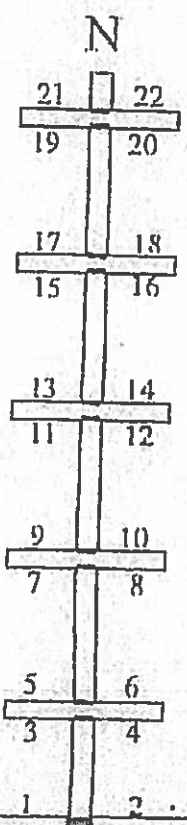
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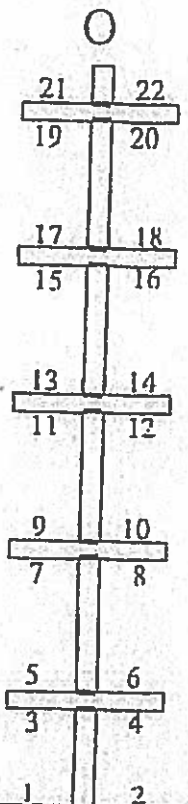
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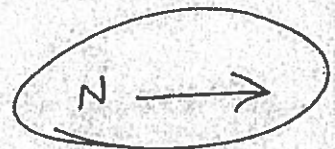
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↑ ↑
 BOWERS SEATING
 FRESH CRAB 8.5' x 7.5'
 32' x 8'

DOCK RAMP



$32 + 8.5 = 40.5$ linear feet EXHIBIT "B"

OLD BUSINESS AGENDA ITEM C

DATE: *June 19, 2018*
RE: *Appointments of 1 or 2 Commissioners*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY:

BACKGROUND

- Secretary Andy Martin resigned on April 13, 2018
- Treas. Thompson resigned on April 17, 2018
- We have (7) Applicants:
 - 1) Jacob Pressure
 - 2) Sharon Hartung
 - 3) Leroy Blodgett
 - 4) Joseph Speirs
 - 5) Russell Burkman
 - 6) Wesley J. Ferraccioli
 - 7) Larry Brocker
- May 3, Carlton Strom withdrew his application
- June 13, Curry County Commissioners elected Richard Heap for position 4 and Kenneth Range for position 5

DOCUMENTS

- None.

COMMISSIONERS ACTION

- Appoint 1 or 2 commissioners.

NEW BUSINESS AGENDA ITEM A

DATE: *June 19, 2018*
RE: *Resolution 493, Port Rates*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY:

OVERVIEW

- Port Rates were last updated July 1, 2017
- March 6 Special Meeting the commission made recommendations and wanted to see other port's rates.
- March 20 Regular Meeting the commission made some recommendations and wanted to see more information
- April 17 Regular Meeting the commission made some recommendations and wanted to see more information

DOCUMENTS

- Resolution 493, 1 page
- Port of Brookings Harbor rate sheet, 13 pages

COMMISSIONERS ACTION

- Approve Resolution 493.

**PORT OF BROOKINGS HARBOR
CURRY COUNTY, OREGON**

RESOLUTION NO. 493

**A RESOLUTION OF THE PORT OF BROOKINGS HARBOR
RE-ESTABLISHING PORT RATES**

WHEREAS, the Port of Brookings Harbor Board of Commissioners find it necessary to re-establish and ratify all port rates into one document; and

WHEREAS, the Board of Commissioners do establish the following rates for all areas within the port properties, identified as Exhibit A to this resolution, attached hereto and incorporated herein by this reference; and

WHEREAS, the Board of Commissioners shall review and modify Port Rates on annual basis between January and April; and

WHEREAS, the Board of Commissioners desire to confirm, adopt and ratify Exhibit A, Port Rates by way of formal resolution and declare the Port Rates effective as of July 1, 2018.

NOW THEREFORE, BE IT RESOLVED, that the Port of Brookings Harbor Board of Commissioners do hereby confirm, adopt and ratify Exhibit A, Port Rates for all areas within the port properties effective as of July 1, 2018.

ADOPTED by the Port of Brookings Harbor Board of Commissioners this ____ day of June, 2018

Port Commission President

ATTEST:

Port Commissioner

PORT OF BROOKINGS HARBOR RATES

SECTION 1	SERVICE RATES	_____	PAGE 1
SECTION 2	BOAT YARD	_____	PAGE 2
SECTION 3	MOORAGE	_____	PAGE 3
SECTION 4	FUEL	_____	PAGE 4
SECTION 5	RV PARK	_____	PAGE 4
SECTION 6	COMMERCIAL RETAIL	_____	PAGE 5
SECTION 7	FINES	_____	PAGE 5
SECTION 8	ADMINISTRATIVE FEES	_____	PAGE 5
SECTION 9	INSURANCE CERTIFICATE LIMITS	_____	PAGE 6
	SPORT BASIN 1 AND 2 CALCULATED RATES PER LENGTH	_____	APPENDIX A
	SPORT BASIN 1 <u>WATER ONLY</u> CALCULATED RATES PER LENGTH	_____	APPENDIX B
	COMMERCIAL BASIN 1 AND 2 CALCULATED RATES PER LENGTH	_____	APPENDIX C

PORT OF BROOKINGS HARBOR

Section 1. Service Rates

Rates apply to all Port of Brookings Harbor locations unless otherwise noted. Rates become effective July 1, 2018. Port owned equipment to be operated by port personnel. **30-minute minimum on all hourly rates.** All port equipment rates include operator.

A. <u>Forklift, 5 ton capacity</u>			
per hour	_____	\$	60.00
B. <u>12 K Telehandler</u>			
per hour	_____	\$	120.00
C. <u>Port Truck</u>			
per hour	_____	\$	60.00
D. <u>Boat Tow</u>			
per hour	_____	\$	120.00
E. <u>Port Boat</u>			
per hour	_____	\$	120.00
F. <u>Boat Pump Out</u>			
per hour	_____	\$	100.00
G. <u>Boat Pump - Loan</u>			
per day	_____	\$	60.00
I. <u>Welding Machine</u>			
per hour	_____	\$	60.00
J. <u>Welder Plug</u>			
per day	_____	\$	20.00
K. <u>Fueling Over the Dock</u>			
per gallon	_____	\$	0.08
L. <u>Pump / Line Service</u>			
per hour	_____	\$	100.00
M. <u>Boat / Trailer Storage</u>			
1) Unsecured Area			
per day	_____	\$	2.00
per month	_____	\$	30.00
2) Secured Area			
per day	_____	\$	3.00
per month	_____	\$	58.00
N. <u>Gear Storage</u>			
per SF per month	_____	\$	0.0575
O. <u>Wood Work Barge</u>			
per day	_____	\$	10.00
P. <u>Clean-Up</u>			
Fees will be charged for each man-hour at established rates			
Equipment charges are extra			
Q. <u>Disposal Fees</u>			
1) Waste Oil	_____		No Charge
2) Oil-Water Mix	_____		No Charge
3) Net / Gear Disposal			
per pound	_____	\$	0.16
4) Garbage, per pound	_____	\$	0.11

PORT OF BROOKINGS HARBOR

R. Port Labor

1) Includes administration staff per hour	\$	100.00
2) Overtime, any service required outside established working hours per hour	\$	120.00
3) Emergency call-out Any services requiring a port employee NOT currently on duty to report to duty after hours will be charged twice the normal rate per hour, minimum 1 hour	\$	200.00

S. Keys / Cards

Deposit Fee	\$	20.00
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T. <u>Permit to Sell Fish from Boat, per year</u>	\$	150.00
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Section 2. Boat Yard

A routine maintenance haul-out or launch is not an emergency. An emergency situation exists only when a vessel is distressed to the degree that it is taking on water at a rate that will cause damage that can be prevented by removing the vessel from the water.

Haul-out and repair yard charges must be paid in full prior to launch or at the end of each 30 days the vessel remains in the repair yard. Haul-out includes one hour of in strap for boat wash. 1-hour minimum on hourly rates.

Yard days may be reduced due to inclement weather by port manager approval. No long term storage rates for boats in the boat yard. All boats in storage yard charged as stated below.

A. Haul Out, 50 ton capacity, 28 foot minimum

1) Round Trip, per foot less than 40 foot	\$	9.00
2) greater than 41 foot	\$	11.00
3) One Way Trip 60% of Round Trip	Calculate	

B. Remain In Strap, after hour

per hour	\$	185.00
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C. Lift to Trailer

per hour	\$	185.00
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D. Moving After Being Blocked

per hour	\$	185.00
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E. Yard Days

First and last day no charge per foot per day	\$	1.00
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F. Boat Wash (pressure washer)

per foot	\$	1.50
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G. Scaffolding (if available)

per week	\$	165.00
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H. Stepping Mast One Way

per hour	\$	180.00
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I. Boat Stands for Boat Storage

per stand per month	\$	12.00
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J. Pole Storage

per month	\$	10.00
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PORT OF BROOKINGS HARBOR

Section 3a. Sport Moorage with Power & Water

Per linear foot. All charges for greater length between dock and boat. *See appendix for calculated rates based on length.

A. Moorage with Power & Water, per linear foot

1) Daily	_____	\$	0.58
2) Weekly	_____	\$	3.46
3) Calendar Month	_____	\$	10.39
4) Semi-Annual	_____	\$	23.59
5) Annual	_____	\$	41.42
6) Live aboard. Monthly rate by agreement only.			
a) First person	_____	\$	75.00
b) Each additional	_____	\$	75.00

B. Charter Boats

Charter License			
per person	_____	\$	50.00

C. Dock Box

Purchase (at cost)	_____		
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D. Line Replacement, Hourly labor rate, half hour minimum

per foot, per time	_____	\$	1.00
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E. Launch Fee

1) Daily	_____	\$	5.00
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F. Parking Pass

1) Annual Parking Pass			
a) Jan - June, to remainder of year	_____	\$	150.00
b) July - Sept, to remainder of year	_____	\$	100.00
c) Oct - Dec, to remainder of year	_____	\$	75.00

Section 3b. Sport Moorage with Water Only

Per linear foot. All charges for greater length between dock and boat. *See appendix for calculated rates based on length.

A. Moorage, per linear foot

1) Daily	_____	\$	0.55
2) Weekly	_____	\$	3.30
3) Calendar Month	_____	\$	9.89
4) Semi-Annual	_____	\$	22.46
5) Annual	_____	\$	39.45

Section 3c. Commercial and Charter Rates

Per linear foot. All charges for greater length between dock and boat. *See appendix for calculated rates based on length.

A. Moorage, per linear foot

1) Daily	_____	\$	0.56
2) Weekly	_____	\$	3.37
3) Calendar Month	_____	\$	10.12
4) Semi-Annual	_____	\$	19.35
5) Annual	_____	\$	34.02

PORT OF BROOKINGS HARBOR

Section 4. Fuel

Fuel pricing will be adjusted per purchase price. No discounts for credit card or charge purchases. Schedule below is mark-up above fuel purchase price.

A. <u>Diesel, ULSD #2 Marine Blend</u>		
1) Fuel Rate, Plus	_____	\$ 0.25
B. <u>92 Pre Non Ethanol Gasoline</u>		
per gallon	_____	\$ 1.18

Section 5. RV Park

Reservations can be made online, by phone or in person.

A. Peak Season (Summer), April 1 - October 31

1) Daily

• Pull thru full hook-up	_____	\$ 51.00
• Back in full hook-up	_____	\$ 44.00
• Partial hook-up	_____	\$ 36.00
• Dry Camping	_____	\$ 32.00
• Tent Sites	_____	\$ 27.00

2) Weekly

• Pull thru full hook-up	_____	\$ 306.00
• Back in full hook-up	_____	\$ 264.00
• Partial hook-up	_____	\$ 216.00
• Dry Camping	_____	\$ 192.00
• Tent Sites	_____	\$ 162.00

B. Off Season (Winter), November 1 - March 31

1) Daily

• Pull thru full hook-up	_____	\$ 43.00
• Back in full hook-up	_____	\$ 37.00
• Partial hook-up	_____	\$ 31.00
• Dry Camping	_____	\$ 27.00
• Tent Sites	_____	\$ 23.00

2) Weekly

• Pull thru full hook-up	_____	\$ 258.00
• Back in full hook-up	_____	\$ 222.00
• Partial hook-up	_____	\$ 186.00
• Dry Camping	_____	\$ 162.00
• Tent Sites	_____	\$ 138.00

C. Holidays, 3 night minimum

1) Daily

• Pull thru full hook-up	_____	\$ 95.00
• Back in full hook-up	_____	\$ 84.00
• Partial hook-up	_____	\$ 54.00
• Dry Camping	_____	\$ 46.00
• Tent Sites	_____	\$ 38.00

D. Laundry Machines - Currently not in operation

per load _____ CLOSED \$ 2.00

E. Showers _____ \$ 0.50

PORT OF BROOKINGS HARBOR

Section 6. Commercial Retail

A. <u>Warehouse - Shop</u>			
per square foot	_____	\$	0.50
B. <u>Warehouse - Storage</u>			
per square foot	_____	\$	0.40
C. <u>Commercial Docks</u>			
per square foot	_____	\$	0.63
D. <u>Surfaced Concrete</u>			
per square foot	_____	\$	0.50
E. <u>Surfaced Asphalt</u>			
per square foot	_____	\$	0.30
F. <u>Retail Center</u>			
per square foot	_____	\$	1.072
G. <u>Bare Ground</u>			
per square foot	_____	\$	0.070

Section 7. Fines

A. Failure to pay launch fee	_____	\$	25.00
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Section 8. Administration Fees

Staff may require payment or deposit in advance of service. (ORS 192.440(4)(a))

A. <u>Public Records Request Fee Schedule</u>			
1) Copies of Public Records, Black & White, 8X11, per page	_____	\$	0.25
2) Copies of Sound Recordings	_____	\$	10.00
3) Copies of Port By-Laws, Codes	_____	\$	20.00
4) Copies of Nonstandard documents	_____		Time and Materials
5) Attorney Review	_____		at cost
B. <u>Research and Computer Time</u>			
Written request required. Hourly rate, half-hour minimum, under 15 min not charge	_____	\$	35.00
C. <u>CD Fee if available</u>	_____	\$	5.00
D. <u>Faxes/Emails. Per page</u>			
1) Local	_____	\$	1.00
2) Long Distance	_____	\$	1.50
3) Incoming	_____	\$	1.00
4) Copies	_____	\$	0.25
E. <u>Long Distance Phone Calls</u>	_____	\$	2.00
F. <u>Lamination, per page, letter size</u>	_____	\$	2.00
G. <u>Notice Posting. For non-payment of lease or moorage</u>	_____	\$	50.00
H. <u>Failure to Register. For research related to unregistered boats</u>	_____	\$	25.00
I. <u>Returned Check Fee</u>	_____	\$	50.00
J. <u>Per Annum Interest Rate. Applied to past due accounts</u>	_____		18%
K. <u>POV Mileage Reimbursement Rate (IRS)</u>	_____		current
L. <u>Impound Seizure Fee. Vessel impounding</u>	_____	\$	750.00

PORT OF BROOKINGS HARBOR

M. Property Ground Event Use

1) Boardwalk Retail, per day	\$	300.00
2) Boardwalk Retail / Parking Lot, per day	\$	600.00
3) Kite Field, per day	\$	300.00
4) RV Park Picnic Area, per day	\$	125.00
5) Parking Lot behind Port Office	\$	300.00
6) Parking Lot at Boat Wash	\$	300.00
7) Saturday Market, per vender	\$	10.00

8) Car Shows, per vehicle	\$	5.00
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N. <u>Impound Seizure Fee. Car / Truck / Trailer</u>	\$	100.00
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O. Vessel Moving

per hour, does not include port boat tow rate	\$	100.00
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P. <u>Background Check</u>	\$	25.00
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Q. <u>Credit Check</u>	\$	35.00
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R. Electrical and Water Meter Readings

1) Coos Curry Electrical Rate, Plus	\$	0.03
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S. <u>Waiting List Application</u>	\$	75.00
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1) Annual Renewal	\$	25.00
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S. <u>Transfer List</u>	\$	25.00
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Section 9. Insurance Certificate Limits

Effective July 1, 2016. Additional coverages may be required based upon business type and Port's discretion. A

A. Leases / Tenants

1) General Liability, Each Occurrence	\$2MM
2) Damage to Rented Premises (each occurrence)	\$ 300,000.00
3) Medical Expenses (any one person)	\$ 5,000.00
4) Personal and Adverse Injury	\$2MM
5) General Aggregate	\$2MM
6) Products - Comp/Op Aggregate	\$2MM

B. Moorage / Vessels

1) Commercial Vessels	
a. General Liability	\$ 1,000,000.00
2) Recreational Vessels	
a. General Liability	\$ 500,000.00
3) Charter / Guide Vessels	
a. General Liability	\$ 1,000,000.00

SPORT BASIN 1 AND 2 CALCULATED RATES PER LENGTH - APPENDIX A

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75.00

NOTE: Rates are based on vessel length or slip length - whichever is greater

Price includes shore water

Electric billed monthly, separately from moorage rates

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
20	11.60	69.20	207.80	471.80	828.40
21	12.18	72.66	218.19	495.39	869.82
22	12.76	76.12	228.58	518.98	911.24
23	13.34	79.58	238.97	542.57	952.66
24	13.92	83.04	249.36	566.16	994.08
25	14.50	86.50	259.75	589.75	1035.50
26	15.08	89.96	270.14	613.34	1076.92
27	15.66	93.42	280.53	636.93	1118.34
28	16.24	96.88	290.92	660.52	1159.76
29	16.82	100.34	301.31	684.11	1201.18
30	17.40	103.80	311.70	707.70	1242.60
31	17.98	107.26	322.09	731.29	1284.02
32	18.56	110.72	332.48	754.88	1325.44
33	19.14	114.18	342.87	778.47	1366.86
34	19.72	117.64	353.26	802.06	1408.28
35	20.30	121.10	363.65	825.65	1449.70
36	20.88	124.56	374.04	849.24	1491.12
37	21.46	128.02	384.43	872.83	1532.54
38	22.04	131.48	394.82	896.42	1573.96
39	22.62	134.94	405.21	920.01	1615.38
40	23.20	138.40	415.60	943.60	1656.80
41	23.78	141.86	425.99	967.19	1698.22
42	24.36	145.32	436.38	990.78	1739.64
43	24.94	148.78	446.77	1014.37	1781.06
44	25.52	152.24	457.16	1037.96	1822.48
45	26.10	155.70	467.55	1061.55	1863.90
46	26.68	159.16	477.94	1085.14	1905.32
47	27.26	162.62	488.33	1108.73	1946.74
48	27.84	166.08	498.72	1132.32	1988.16
49	28.42	169.54	509.11	1155.91	2029.58
50	29.00	173.00	519.50	1179.50	2071.00
51	29.58	176.46	529.89	1203.09	2112.42
52	30.16	179.92	540.28	1226.68	2153.84
53	30.74	183.38	550.67	1250.27	2195.26
54	31.32	186.84	561.06	1273.86	2236.68
55	31.90	190.30	571.45	1297.45	2278.10
56	32.48	193.76	581.84	1321.04	2319.52
57	33.06	197.22	592.23	1344.63	2360.94
58	33.64	200.68	602.62	1368.22	2402.36
59	34.22	204.14	613.01	1391.81	2443.78
60	34.80	207.60	623.40	1415.40	2485.20
61	35.38	211.06	633.79	1438.99	2526.62
62	35.96	214.52	644.18	1462.58	2568.04
63	36.54	217.98	654.57	1486.17	2609.46
64	37.12	221.44	664.96	1509.76	2650.88
65	37.70	224.90	675.35	1533.35	2692.30
66	38.28	228.36	685.74	1556.94	2733.72
67	38.86	231.82	696.13	1580.53	2775.14
68	39.44	235.28	706.52	1604.12	2816.56
69	40.02	238.74	716.91	1627.71	2857.98

SPORT BASIN 1 AND 2 CALCULATED RATES PER LENGTH - APPENDIX A

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75.00

NOTE: Rates are based on vessel length or slip length - whichever is greater

Price includes shore water

Electric billed monthly, separately from moorage rates

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
70	40.60	242.20	727.30	1651.30	2899.40
71	41.18	245.66	737.69	1674.89	2940.82
72	41.76	249.12	748.08	1698.48	2982.24
73	42.34	252.58	758.47	1722.07	3023.66
74	42.92	256.04	768.86	1745.66	3065.08
75	43.50	259.50	779.25	1769.25	3106.50
76	44.08	262.96	789.64	1792.84	3147.92
77	44.66	266.42	800.03	1816.43	3189.34
78	45.24	269.88	810.42	1840.02	3230.76
79	45.82	273.34	820.81	1863.61	3272.18
80	46.40	276.80	831.20	1887.20	3313.60
81	46.98	280.26	841.59	1910.79	3355.02
82	47.56	283.72	851.98	1934.38	3396.44
83	48.14	287.18	862.37	1957.97	3437.86
84	48.72	290.64	872.76	1981.56	3479.28
85	49.30	294.10	883.15	2005.15	3520.70
86	49.88	297.56	893.54	2028.74	3562.12
87	50.46	301.02	903.93	2052.33	3603.54
88	51.04	304.48	914.32	2075.92	3644.96
89	51.62	307.94	924.71	2099.51	3686.38
90	52.20	311.40	935.10	2123.10	3727.80
91	52.78	314.86	945.49	2146.69	3769.22
92	53.36	318.32	955.88	2170.28	3810.64
93	53.94	321.78	966.27	2193.87	3852.06
94	54.52	325.24	976.66	2217.46	3893.48
95	55.10	328.70	987.05	2241.05	3934.90
96	55.68	332.16	997.44	2264.64	3976.32
97	56.26	335.62	1007.83	2288.23	4017.74
98	56.84	339.08	1018.22	2311.82	4059.16
99	57.42	342.54	1028.61	2335.41	4100.58
100	58.00	346.00	1039.00	2359.00	4142.00

SPORT BASIN 1 WATER ONLY CALCULATED RATES PER LENGTH - APPENDIX B

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75.00

NOTE: Rates are based on vessel length or slip length - whichever is greater
 Price includes shore water

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
20	11.00	66.00	197.80	449.20	789.00
21	11.55	69.30	207.69	471.66	828.45
22	12.10	72.60	217.58	494.12	867.90
23	12.65	75.90	227.47	516.58	907.35
24	13.20	79.20	237.36	539.04	946.80
25	13.75	82.50	247.25	561.50	986.25
26	14.30	85.80	257.14	583.96	1025.70
27	14.85	89.10	267.03	606.42	1065.15
28	15.40	92.40	276.92	628.88	1104.60
29	15.95	95.70	286.81	651.34	1144.05
30	16.50	99.00	296.70	673.80	1183.50
31	17.05	102.30	306.59	696.26	1222.95
32	17.60	105.60	316.48	718.72	1262.40
33	18.15	108.90	326.37	741.18	1301.85
34	18.70	112.20	336.26	763.64	1341.30
35	19.25	115.50	346.15	786.10	1380.75
36	19.80	118.80	356.04	808.56	1420.20
37	20.35	122.10	365.93	831.02	1459.65
38	20.90	125.40	375.82	853.48	1499.10
39	21.45	128.70	385.71	875.94	1538.55
40	22.00	132.00	395.60	898.40	1578.00
41	22.55	135.30	405.49	920.86	1617.45
42	23.10	138.60	415.38	943.32	1656.90
43	23.65	141.90	425.27	965.78	1696.35
44	24.20	145.20	435.16	988.24	1735.80
45	24.75	148.50	445.05	1010.70	1775.25
46	25.30	151.80	454.94	1033.16	1814.70
47	25.85	155.10	464.83	1055.62	1854.15
48	26.40	158.40	474.72	1078.08	1893.60
49	26.95	161.70	484.61	1100.54	1933.05
50	27.50	165.00	494.50	1123.00	1972.50
51	28.05	168.30	504.39	1145.46	2011.95
52	28.60	171.60	514.28	1167.92	2051.40
53	29.15	174.90	524.17	1190.38	2090.85
54	29.70	178.20	534.06	1212.84	2130.30
55	30.25	181.50	543.95	1235.30	2169.75
56	30.80	184.80	553.84	1257.76	2209.20
57	31.35	188.10	563.73	1280.22	2248.65
58	31.90	191.40	573.62	1302.68	2288.10
59	32.45	194.70	583.51	1325.14	2327.55
60	33.00	198.00	593.40	1347.60	2367.00
61	33.55	201.30	603.29	1370.06	2406.45
62	34.10	204.60	613.18	1392.52	2445.90
63	34.65	207.90	623.07	1414.98	2485.35
64	35.20	211.20	632.96	1437.44	2524.80
65	35.75	214.50	642.85	1459.90	2564.25
66	36.30	217.80	652.74	1482.36	2603.70
67	36.85	221.10	662.63	1504.82	2643.15
68	37.40	224.40	672.52	1527.28	2682.60
69	37.95	227.70	682.41	1549.74	2722.05
70	38.50	231.00	692.30	1572.20	2761.50

SPORT BASIN 1 WATER ONLY CALCULATED RATES PER LENGTH - APPENDIX B**LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75.00****NOTE: Rates are based on vessel length or slip length - whichever is greater
Price includes shore water**

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
71	39.05	234.30	702.19	1594.66	2800.95
72	39.60	237.60	712.08	1617.12	2840.40
73	40.15	240.90	721.97	1639.58	2879.85
74	40.70	244.20	731.86	1662.04	2919.30
75	41.25	247.50	741.75	1684.50	2958.75
76	41.80	250.80	751.64	1706.96	2998.20
77	42.35	254.10	761.53	1729.42	3037.65
78	42.90	257.40	771.42	1751.88	3077.10
79	43.45	260.70	781.31	1774.34	3116.55
80	44.00	264.00	791.20	1796.80	3156.00
81	44.55	267.30	801.09	1819.26	3195.45
82	45.10	270.60	810.98	1841.72	3234.90
83	45.65	273.90	820.87	1864.18	3274.35
84	46.20	277.20	830.76	1886.64	3313.80
85	46.75	280.50	840.65	1909.10	3353.25
86	47.30	283.80	850.54	1931.56	3392.70
87	47.85	287.10	860.43	1954.02	3432.15
88	48.40	290.40	870.32	1976.48	3471.60
89	48.95	293.70	880.21	1998.94	3511.05
90	49.50	297.00	890.10	2021.40	3550.50
91	50.05	300.30	899.99	2043.86	3589.95
92	50.60	303.60	909.88	2066.32	3629.40
93	51.15	306.90	919.77	2088.78	3668.85
94	51.70	310.20	929.66	2111.24	3708.30
95	52.25	313.50	939.55	2133.70	3747.75
96	52.80	316.80	949.44	2156.16	3787.20
97	53.35	320.10	959.33	2178.62	3826.65
98	53.90	323.40	969.22	2201.08	3866.10
99	54.45	326.70	979.11	2223.54	3905.55
100	55.00	330.00	989.00	2246.00	3945.00

COMMERCIAL BASIN 1 AND 2 CALCULATED RATES PER LENGTH - APPENDIX C

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75

NOTE: Rates are based on vessel length or slip length - whichever is greater

Price includes shore water

Electric billed monthly, separately from moorage rates

LENGTH	DAILY	WEEKLY	CALENDAR MONTH	SEMI-ANNUAL	ANNUAL
20	11.20	67.40	202.40	387.00	680.40
21	11.76	70.77	212.52	406.35	714.42
22	12.32	74.14	222.64	425.70	748.44
23	12.88	77.51	232.76	445.05	782.46
24	13.44	80.88	242.88	464.40	816.48
25	14.00	84.25	253.00	483.75	850.50
26	14.56	87.62	263.12	503.10	884.52
27	15.12	90.99	273.24	522.45	918.54
28	15.68	94.36	283.36	541.80	952.56
29	16.24	97.73	293.48	561.15	986.58
30	16.80	101.10	303.60	580.50	1020.60
31	17.36	104.47	313.72	599.85	1054.62
32	17.92	107.84	323.84	619.20	1088.64
33	18.48	111.21	333.96	638.55	1122.66
34	19.04	114.58	344.08	657.90	1156.68
35	19.60	117.95	354.20	677.25	1190.70
36	20.16	121.32	364.32	696.60	1224.72
37	20.72	124.69	374.44	715.95	1258.74
38	21.28	128.06	384.56	735.30	1292.76
39	21.84	131.43	394.68	754.65	1326.78
40	22.40	134.80	404.80	774.00	1360.80
41	22.96	138.17	414.92	793.35	1394.82
42	23.52	141.54	425.04	812.70	1428.84
43	24.08	144.91	435.16	832.05	1462.86
44	24.64	148.28	445.28	851.40	1496.88
45	25.20	151.65	455.40	870.75	1530.90
46	25.76	155.02	465.52	890.10	1564.92
47	26.32	158.39	475.64	909.45	1598.94
48	26.88	161.76	485.76	928.80	1632.96
49	27.44	165.13	495.88	948.15	1666.98
50	28.00	168.50	506.00	967.50	1701.00
51	28.56	171.87	516.12	986.85	1735.02
52	29.12	175.24	526.24	1006.20	1769.04
53	29.68	178.61	536.36	1025.55	1803.06
54	30.24	181.98	546.48	1044.90	1837.08
55	30.80	185.35	556.60	1064.25	1871.10
56	31.36	188.72	566.72	1083.60	1905.12
57	31.92	192.09	576.84	1102.95	1939.14
58	32.48	195.46	586.96	1122.30	1973.16
59	33.04	198.83	597.08	1141.65	2007.18
60	33.60	202.20	607.20	1161.00	2041.20
61	34.16	205.57	617.32	1180.35	2075.22
62	34.72	208.94	627.44	1199.70	2109.24
63	35.28	212.31	637.56	1219.05	2143.26
64	35.84	215.68	647.68	1238.40	2177.28
65	36.40	219.05	657.80	1257.75	2211.30
66	36.96	222.42	667.92	1277.10	2245.32
67	37.52	225.79	678.04	1296.45	2279.34
68	38.08	229.16	688.16	1315.80	2313.36
69	38.64	232.53	698.28	1335.15	2347.38

COMMERCIAL BASIN 1 AND 2 CALCULATED RATES PER LENGTH - APPENDIX C

LIVE ABOARD FEE ADDITIONAL: 1st Person \$75 per month, Each Additional Person \$75

NOTE: Rates are based on vessel length or slip length - whichever is greater

Price includes shore water

Electric billed monthly, separately from moorage rates

70	39.20	235.90	708.40	1354.50	2381.40
71	39.76	239.27	718.52	1373.85	2415.42
72	40.32	242.64	728.64	1393.20	2449.44
73	40.88	246.01	738.76	1412.55	2483.46
74	41.44	249.38	748.88	1431.90	2517.48
75	42.00	252.75	759.00	1451.25	2551.50
76	42.56	256.12	769.12	1470.60	2585.52
77	43.12	259.49	779.24	1489.95	2619.54
78	43.68	262.86	789.36	1509.30	2653.56
79	44.24	266.23	799.48	1528.65	2687.58
80	44.80	269.60	809.60	1548.00	2721.60
81	45.36	272.97	819.72	1567.35	2755.62
82	45.92	276.34	829.84	1586.70	2789.64
83	46.48	279.71	839.96	1606.05	2823.66
84	47.04	283.08	850.08	1625.40	2857.68
85	47.60	286.45	860.20	1644.75	2891.70
86	48.16	289.82	870.32	1664.10	2925.72
87	48.72	293.19	880.44	1683.45	2959.74
88	49.28	296.56	890.56	1702.80	2993.76
89	49.84	299.93	900.68	1722.15	3027.78
90	50.40	303.30	910.80	1741.50	3061.80
91	50.96	306.67	920.92	1760.85	3095.82
92	51.52	310.04	931.04	1780.20	3129.84
93	52.08	313.41	941.16	1799.55	3163.86
94	52.64	316.78	951.28	1818.90	3197.88
95	53.20	320.15	961.40	1838.25	3231.90
96	53.76	323.52	971.52	1857.60	3265.92
97	54.32	326.89	981.64	1876.95	3299.94
98	54.88	330.26	991.76	1896.30	3333.96
99	55.44	333.63	1001.88	1915.65	3367.98
100	56.00	337.00	1012.00	1935.00	3402.00

NEW BUSINESS AGENDA ITEM B

DATE: *June 19, 2018*

RE: *Resolution No. 494, Approving FY 2018-19 Budget*

TO: *Port of Brookings Harbor, Board of Commissioners*

ISSUED BY:

OVERVIEW

- May 4, Budget Committee members met to discuss and tabled budget.
- June 1, Budget Committee members met to discuss and approved the FY 2018-19 Budget

DOCUMENTS

- Resolution 494, 1 page
- Budget Calendar, 1 page

COMMISSIONERS ACTION

- Board approval to accept Resolution 494.

RESOLUTION No. 494

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Port of Brookings Harbor hereby adopts the budget for fiscal year 2018-2019 in the total amount of \$6,010,113. This budget is now on file at 16330 Lower Harbor Road in Brookings, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2018, for the following purposes:

<u>General Fund</u>		<u>Debt Service Fund</u>	
Personnel Services	639,191	Total.....	\$471,548
Materials & Services.....	1,309,418		
<u>Not Allocated to Organizational Unit or Program:</u>		<u>USDA Revenue Bond Fund</u>	
Transfers Out.....	641,669	Total.....	\$130,120
Contingency.....	152,774		
Total.....	\$2,743,051	<u>Capital Projects Fund</u>	
		Total.....	\$2,412,536
		Total APPROPRIATIONS, All Funds . . . \$5,757,256	
		Total Unappropriated and Reserve Amounts, All Funds . . . 252,857	
		TOTAL ADOPTED BUDGET . . . \$6,010,113	

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2018-2019:

(1) In the amount at the rate of \$0.1316 per \$1000 of assessed value for permanent rate tax;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax.....\$ 0.1316/\$1,000

Excluded from Limitation

The above resolution statements were approved and declared adopted on June 19, 2018.

X _____
President

X _____
Attest

PORT OF BROOKINGS HARBOR

BUDGET CALENDAR 2018-19

1. Appoint Budget Officer February 20 (~~Tues Reg Meeting~~)
2. Appoint Budget Committee (BC) March 20 (~~Tues Reg Meeting~~)
3. Prepare Proposed Budget April 18
4. Publish 1st Notice of BC Meeting April 18
5. Publish 2nd Notice of BC Meeting April 25
6. BC meeting & Subsequent Meetings if needed May 4 (~~Friday 6pm Special Meeting~~)
7. Publish Notice of Budget Hearing June 11
8. Hold Budget Hearing June 19 (Tues Reg Meeting)
9. Enact Resolutions to adopt, etc. June 19 (Tues Reg Meeting)
10. Submit Tax Certification Documents by July 15
11. Send Copy of all Budget Documents to County Clerk by July 15

NEW BUSINESS AGENDA ITEM C

DATE: *June 19, 2018*
RE: *Resolution No. 495, Tender of Defense in Dehlinger Litigation*
TO: *Port of Brookings Harbor, Board of Commissioners*
ISSUED BY: *Attorney, Martha Rice*

OVERVIEW

- Martha will inform you of any information needed

DOCUMENTS

- No documents at this time

COMMISSIONERS ACTION

- Board approval to accept Resolution 495.