

LIGHTHOUSE KEEPERS
MEMORANDUM

TO: Board of Commissioners
FROM: Deborah Foughty, Executive Director, Lighthouse Keepers
DATE: June 28, 2022
SUBJECT: **Lighthouse Keepers' Report for the Months of January, February, and March 2022**

Recommendation / Proposed Motion

- Receive and file; no action necessary

Policy Implications

Restoration and operations of Point San Luis Light Station have been completed by the Lighthouse Keepers and the Harbor District and conforms to the Historic Structures Report and MOU.

Fiscal Implications / Budget Status

The **Lighthouse** Keepers, through Port San Luis Harbor District, fulfill an agreement with the National Park Service to restore, maintain, and operate the Light Station "...premises as, and for public park and public recreation area...". Funds generated by the Lighthouse Keepers go directly toward these ongoing efforts.

Visitors

958 Van Tours

61 Special Events

271 Paid Hikers or Kayakers

1000+ Kayakers (estimate)

Grants and Signage

- Newly Proposed Signage: Yes – Cal Poly Radar Education Sign
- Newly Proposed Grant Applications: None

Special Events for the Month of January:

1/11- Heartland Charter School Private Tours

1/21- Wedding

No Special Events for the Months of February or March

Volunteer Activity:

- Weeding and trimming of grounds
- Continued maintenance / janitorial of Services' Building
- Painting of the fences
- Painting of the privy
- Weekly Docent Led Hikes and Lighthouse Tours
- Remodel of the Gift Shop by Mike Fairbrother

LHK Quarterly Financials - The LHK provides quarterly financial reports in portable document format (pdf) to the Harbor District.

Current List of Officers and Date Term Expires

Through December 2023

Jim Ellsworth - President
Nancy Stuhlmiller –
Treasurer
John Lindsey
Rojean Dominguez -
Secretary

Through December 2024

Gary Ruggerone – Vice Pres
Tarren Collins
Stacey Avelar

Through December 2025

Jean Wilson
Kathy Mastako
Ed Taintor
Paul Irving

Point San Luis Lighthouse Keepers

Profit & Loss

January - March, 2022

	JAN 2022	FEB 2022	MAR 2022	TOTAL
Revenue				
Donations, Unrestricted	3,861.00	1,471.80	752.30	\$6,085.10
Event Revenue				\$0.00
Virtual tour		14.10	104.70	\$118.80
Weddings	1,556.25			\$1,556.25
Total Event Revenue	1,556.25	14.10	104.70	\$1,675.05
Fund Raising Income				
Concert Sponsors		500.00	500.00	\$1,000.00
Total Fund Raising Income		500.00	500.00	\$1,000.00
Gift Store Sales	1,384.86	1,442.17	1,829.00	\$4,656.03
Shipping Income	4.00			\$4.00
Van Tours			10,785.62	\$10,785.62
Hiker/Rider Fees	770.00	1,465.42	1,040.00	\$3,275.42
Trolley Jumper	350.00	411.69	225.00	\$986.69
Trolley Tours	7,005.00	8,399.22		\$15,404.22
Total Van Tours	8,125.00	10,276.33	12,050.62	\$30,451.95
z_Refund			-75.00	\$ -75.00
Total Revenue	\$14,931.11	\$13,704.40	\$15,161.62	\$43,797.13
Cost of Goods Sold				
Gift Shop Merchandise	284.99	236.54	3,264.05	\$3,785.58
Processing Fees	194.37		180.59	\$374.96
Total Cost of Goods Sold	\$479.36	\$236.54	\$3,444.64	\$4,160.54
GROSS PROFIT	\$14,451.75	\$13,467.86	\$11,716.98	\$39,636.59
Expenditures				
1_Program Expense				\$0.00
Advertising/Promotional		305.00		\$305.00
Fleet Expense			90.90	\$90.90
Fuel	111.10			\$111.10
Repairs & Maintenance	58.78	502.43		\$561.21
Total Fleet Expense	169.88	502.43	90.90	\$763.21
Tour Expenses				
Group Tours/Private Events	405.00			\$405.00
Individual Tours	3,780.00	3,240.00	2,430.00	\$9,450.00
Total Tour Expenses	4,185.00	3,240.00	2,430.00	\$9,855.00
Volunteer Expenses				
Volunteer Appreciation		255.75		\$255.75
Total Volunteer Expenses		255.75		\$255.75
Total 1_Program Expense	4,354.88	4,303.18	2,520.90	\$11,178.96

Point San Luis Lighthouse Keepers

Profit & Loss

January - March, 2022

	JAN 2022	FEB 2022	MAR 2022	TOTAL
2_Operating Expense				\$0.00
Bank Service Charges	0.00	4.12		\$4.12
Dues & Subscriptions	348.95	198.95	198.95	\$746.85
Insurance				\$0.00
Work Comp Insurance		611.00		\$611.00
Total Insurance		611.00		\$611.00
Office Supplies		33.99		\$33.99
Payroll Expenses				\$0.00
1_Wages				\$0.00
Executive Director	5,583.34	5,583.34	5,583.34	\$16,750.02
Total 1_Wages	5,583.34	5,583.34	5,583.34	\$16,750.02
Payroll Taxes	773.30	514.95	427.13	\$1,715.38
Total Payroll Expenses	6,356.64	6,098.29	6,010.47	\$18,465.40
Postage & Delivery	1.96			\$1.96
Professional Fees				\$0.00
Bookkeeping	200.00	200.00	200.00	\$600.00
Total Professional Fees	200.00	200.00	200.00	\$600.00
Repairs & Maintenance		10.00		\$10.00
Equipment Repairs	54.34	475.00	334.87	\$864.21
Pest Control	98.00	98.00	98.00	\$294.00
Total Repairs & Maintenance	152.34	583.00	432.87	\$1,168.21
Taxes				\$0.00
Sales Tax Paid	471.00			\$471.00
Total Taxes	471.00			\$471.00
Utilities				\$0.00
Electric	353.53	368.09	-89.92	\$631.70
Security		150.00		\$150.00
Telephone	159.50	159.43	160.04	\$478.97
Total Utilities	513.03	677.52	70.12	\$1,260.67
Total 2_Operating Expense	8,043.92	8,406.87	6,912.41	\$23,363.20
Total Expenditures	\$12,398.80	\$12,710.05	\$9,433.31	\$34,542.16
NET OPERATING REVENUE	\$2,052.95	\$757.81	\$2,283.67	\$5,094.43
Other Revenue				
Interest Income	67.16	60.89	68.80	\$196.85
Total Other Revenue	\$67.16	\$60.89	\$68.80	\$196.85
NET OTHER REVENUE	\$67.16	\$60.89	\$68.80	\$196.85
NET REVENUE	\$2,120.11	\$818.70	\$2,352.47	\$5,291.28