



M E M O R A N D U M

TO: Interested Parties
FROM: David Kronsteiner, President
DATE: May 10, 2022
SUBJECT: Port of Coos Bay Commission Meeting Notice

The **Board of Commissioners** of the Oregon International Port of Coos Bay will hold its Regular Commission Meeting at **10:00 a.m., Tuesday, May 17, 2022.**

Members of the public are invited to view the meeting live on the Port's YouTube Channel at the following link: www.youtube.com/portcoos.

Members of the public may provide public comment in person, via Zoom, or in writing. If members of the public would like to provide public comment during the meeting via Zoom, please call the Administrative office at 541-267-7678 by 8:30 a.m. on Tuesday, May 17, 2022. Written comment will be accepted until 8:30 a.m. on Tuesday, May 17, 2022 by sending an email to portcoos@portofcoosbay.com with the subject line 'Public Comment'.

An **Executive Session** has also been scheduled on **Tuesday, May 17, 2022**, immediately after the Commission Meeting, as authorized under ORS 192.660(2), to:

- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
- (h) consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed;
- (i) review and evaluate the job performance of a chief executive officer, other officers, employees and staff, if the person whose performance is being reviewed and evaluated does not request an open hearing;
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

DK/kk

**OREGON INTERNATIONAL PORT OF COOS BAY
REGULAR COMMISSION MEETING**

10:00 a.m., Tuesday, May 17, 2022

Port Commission Chambers, 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420

Watch Live on YouTube: www.youtube.com/portcoos

T E N T A T I V E A G E N D A

1. CALL MEETING TO ORDER

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. PORT PROJECT UPDATE

- A. Coal Bank Slough Bridge Completion Mike Dunning

5. CONSENT ITEMS

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10. COMMISSION COMMENTS

11. NEXT MEETING DATE – Tuesday, June 21, 2022, 10:00 a.m.

12. RECESS TO EXECUTIVE SESSION

13. ADJOURN

Consent Items

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
10:00 a.m., Tuesday, April 19, 2022

Port Commission Chambers, 125 Central Avenue, Suite 230, Coos Bay, Oregon 97420

ATTENDANCE

Commission:

David Kronsteiner, President; Eric Farm, Vice President; Brianna Hanson, Treasurer; Bob Garcia, Secretary; and Kyle Stevens, Commissioner.

Staff:

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Margaret Barber, Director of External Affairs and Business Development; Rich Lopez, General Manager, Coos Bay Rail Line; Ray Dwire, Security; Krystal Karcher, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

Media & Guests:

Molly Lewis; Lance Porteur; Brittani Elm; David Young; Tom Muse; Richard Shore; and one other member of the public whose name was illegible on the sign-in sheet.

1. CALL MEETING TO ORDER

President Kronsteiner called the meeting to order at 10:01 a.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

A. Molly Lewis stated she is here to get clarity on how the ordinance came about. She has also provided written comment stating her concern after trying to contact a local surveyor and not hearing back. A survey is needed to get insurance, and it appears there are a lot of boats that will need surveys. If the surveyor is booked out, then meeting the deadline by July 19 might be a tight situation. Ms. Lewis asked for clarification as to what brought about the decision to pursue insurance.

President Kronsteiner stated this information has been covered in past Commission meetings. It was brought about by the number of derelict vessels that are costing the Port a tremendous amount of money each year. With insurance that cost would be covered.

Written comment from Molly Lewis was submitted as follows:

Attn: Commissioners

My friend, Myron Rasmussen, has received notice of the proposed ordinance 147. Myron is disabled and cannot speak or write thus I am contacting you to represent his concerns. In order to acquire vessel

insurance, a boat survey has to be completed. Since there is only one surveyor in the area and many boats (I'm sure you know the exact number), it seems unreasonable to allow only 2 months for all boats to meet your requirements. I am asking that you extend the deadline for requiring insurance since it is obviously impossible for everyone to meet that deadline. In lieu of an extension perhaps you could provide a provision that extends the deadline for boat owners who have made a deposit with a surveyor. I can be reached at 541-***-****.

Thank you for your consideration of the matter.
Molly Lewis

B. Lance Porteur stated his concern is not so much with the insurance; it is whether or not there will continue to be a Shipyard in Charleston. The rumor is spreading that the Port wants that property and Mr. Porteur stated if that is true then people want to know. There have been issues with the lift and maintenance. There are derelict boats and they need to be removed. Mr. Porteur stated his boat is 80 years old, surveys are problematic and full coverage insurance is impossible. There are people concerned they will not be able to get insurance because of the age of their boats. This is a concern of all who own older vessels but this doesn't mean the vessel is on the verge of sinking.

Mr. Porteur stated he is concerned for the people running the Shipyard. This infrastructure is needed for the fisheries. Mr. Porteur asked if the rumor was true, and if the Port wants that property for condos like in Newport. President Kronsteiner stated he has heard no conversation regarding condos on the Shipyard property. Mr. Porteur stated people do not want to see that happen in Charleston. Generations of families have fished out of this port and provided wealth to the community. People are concerned about getting pushed out of the way for development projects.

C. Brittani Elm stated she is an advocate for the commercial fishing industry. While the Port's expectation of insurance coverage for vessel owners may not be unreasonable, the manner of enforcement in Ordinance 147 is. Enforcement measures should be constructed to encourage compliance while minimizing the Port's vessel disposal expense. Insurance companies requiring inspection may require that vessels haul out. The Port has not established it has adequate resources to meet the sudden influx of demand. Private insurers may also require repairs for otherwise seaworthy vessels to obtain coverage. These actions require time and resource investment beyond the vessel owner's control. As currently drafted, Ordinance 147 would unnecessarily exacerbate the derelict vessel problem by deeming otherwise seaworthy vessels as derelict for failure to meet the requirements attributable to the abbreviated timeframe for compliance. Fast tracked enforcement of the ordinance is inconsiderate of circumstances precluding well-intentioned vessel owners from meeting the deadline. The fishing fleet would suffer undue financial burden, while incurring costs of work disruption and unanticipated expense of obtaining the required insurance.

Ms. Elm stated the Port's intention as conveyed by the deadline is to complicate, rather than encourage compliance. Through deadline extension the Port would demonstrate good faith effort. Such an extension would not unduly interfere with the fishing industry's summer season and permit reasonable opportunity to conduct research and budget for expenses. This would prevent undue burden on the Port and other local resources. Ms. Elm stated consideration of Ordinance 147 should be suspended until such a time as when a reasonable deadline for compliance may be established.

President Kronsteiner asked if there was anyone else present who would like to provide comment.

D. Lance Porteur asked about the Port's intention to sell the Shipyard property. He stated there has been interest by the owners of the Boatworks to purchase the Shipyard property, and that he has been told they have approached the Port multiple times and keep getting pushed aside. Mr. Porteur asked whether the Port wants to sell this property. Mr. Porteur stated people want information and not rumors; the Shipyard is crucial.

E. Ed Fleming.

Written comment submitted was submitted by Ed Fleming and read into the record by Administrative Assistant Krystal Karcher, as follows:

When a Special District, in this case a Port, passed a new ordinance like Ordinance 147, that effects so many peoples lives, that leads to the destruction of so many small family businesses that have supported that family, the Special District and the community for decades, providing jobs and fresh seafood to that community, when that Special District does not offer viable options and opportunities to solve the problem that precipitated that new ordinance, it is not doing its job of representing the community in that Special District.

I ask that the Commissioners not pass Ordinance 147. That the Port step back and reconsider options that don't disrupt so many lives in such a radical way.

Sincerely, Ed Fleming

4. CONSENT ITEMS

- A. Approval of March 15, 2022 Regular Commission Meeting Minutes
- B. Approval of March Invoices
- C. Approval of March Contracts Awarded

Upon a motion by Commissioner Farm (second by Commissioner Garcia), the Board of Commissioners voted to approve the March 15, 2022 Regular Commission Meeting Minutes, March Invoices and March Contracts Awarded. **Motion Passed.**

5. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

6. ACTION ITEMS/REPORTS

- A. Ordinance No. 147 Amending Ordinance No. 143 Regarding Registration, Documentation, and Insurance Requirements for Charleston Marina Complex Customers and Agreements Holders, Second Reading and Adoption; and 2022Res03 Amending the Port of Coos Bay Rate Schedule**

At the March 15, 2022 Regular Commission Meeting, Staff presented the background information and first reading of Ordinance 147 amending Ordinance 143 to include registration, documentation, and insurance requirements for Charleston Marina Complex Customers and Agreement Holders.

If adopted, the ordinance will take effect on May 19, 2022 and new customers must provide documentation and insurance effective that date, but existing customers will be given until July 19, 2022 which is a greater time than previously specified. Existing customers that do not obtain insurance by the deadline will be in violation of the ordinance, may be considered a hazardous vessel, and will be treated according to Port Ordinance. After the second reading and motion to adopt the ordinance, there will be a second recommended motion to approve the revision of the 2021/22 Port of Coos Bay Rate Schedule. The Resolution and proposed rate sheet were included in the meeting packet.

Ordinance 147 has been drafted to amend Ordinance 143, identifying registration, documentation, and insurance requirements for Charleston Marina Complex Customers and Agreement Holders.

The proposed ordinance states the following:

**ORDINANCE NO. 147
AN ORDINANCE AMENDING ORDINANCE NO. 143**

**BE IT ENACTED BY THE BOARD OF COMMISSIONERS OF THE OREGON
INTERNATIONAL PORT OF COOS BAY AS FOLLOWS:**

Section 1. Ordinance No. 143 is hereby amended to include Ordinance No. 147 identifying registration, documentation and insurance requirements for Charleston Marina Complex Customers and Agreement Holders.

Section 2. Chapter 11A: Operational Policies Ordinance 143, Policy 11A.2: Charleston Marina, Section H: Registration / Documentation / Insurance, states:

1. All moored vessels must be currently registered with the State of Oregon or documented with the Coast Guard in the Moorage Holder's or Vessel Owner's name.
2. All vessels moored, stored, or using Travel Lift services, must be insured as outlined in the Port of Coos Bay Rate Schedule. These requirements are subject to periodic review by the Port's Insurance Broker of Record. Current proof of the minimum insurance requirements must be submitted with the appropriate License Agreement, or upon request.
3. Vessel owners with expired registration will be reported to the Marine Patrol and Oregon State Marine Board.
4. If requested by the Marine Patrol or the Oregon State Marine Board, the Port will provide boat owner information for unregistered vessels.

Section 3. This ordinance amendment shall take effect May 19, 2022.

Passed and enacted by the Oregon International Port of Coos Bay Commission this 19th day of April, 2022.

Commissioner Farm stated people are concerned with the quick timeline but there is never going to be a perfect deadline. Commissioner Farm stated that if customers have made the effort to comply and communicated that with staff, then perhaps there should be some leeway before declaring a vessel

hazardous. Commissioner Hanson stated that hearing there may be improvements required for some vessel owners, there should be a plan of compliance with that in mind.

Commissioner Stevens asked how far out the surveys are booking currently. Ms. Lewis stated she has called twice but they have not returned her call, so she does not know. John Burns stated Port staff spoke to a local surveyor last week and he is booked through the middle of May, but beyond that he is open. There are also two other surveyors who would be available to come to Coos Bay, one is from Newport and the other is out of Portland.

A Marina customer stated he called the Shipyard office and they couldn't tell him what a lift would cost, making it difficult to schedule. He also asked what would happen if someone had paid their yearly moorage but couldn't get insurance, then loses the boat to the Port. Mr. Burns stated a situation such as this would be evaluated on a case by case basis. Mr. Burns further stated there is discussion of a fee schedule that would provide discounted rates for those who need lifts to accommodate surveys; this would be graduated to provide a greater discount the earlier the lift is done.

Upon a motion by Commissioner Farm (second by Commissioner Stevens), the Board of Commissioners motioned to approve and adopt Ordinance 147 amending Ordinance 143 to include registration, documentation, and insurance requirements for Charleston Marina Complex Customers and Agreement Holders. **Motion Passed.**

Pursuant to Port Policy, the Rate Schedule must be modified by resolution of the Port Commission. Upon Commission approval of the resolution (coinciding with adoption of the Ordinance), the revised Port of Coos Bay 2021/22 Rate Schedule will be republished with an effective date of May 19, 2022.

Upon a motion by Commissioner Garcia (second by Commissioner Farm), the Board of Commissioners motioned to approve Resolution 2022Res03 revising the 2021/22 Port of Coos Bay Rate Schedule to include Insurance Requirements, effective May 19, 2022. **Motion Passed.**

B. 2022 IIJA MEGA Grant Application: Channel Deepening, EcoPort Container Terminal, and CBRL Corridor Improvement Project

The Port has been working with North Point Development of Kansas City, MO, since March 2021, when the Port and North Point entered into an Exclusive Negotiating Agreement to develop a container terminal on the Port's North Spit property. As part of this development, the project will require the continued upgrading of the Coos Bay Rail Line corridor between Coos Bay and Eugene, the construction of a new eco-friendly Container Terminal, and the planned deepening and widening of the Federal Navigation Channel.

In partnership with North Point Development LLC, Port staff proposes the development of the infrastructure necessary to support the CBRL Corridor, EcoPort Terminal, and Channel Improvement Project. The infrastructure improvements proposed in this application are to ensure that the railroad infrastructure between the North Spit and Eugene is capable of handling the rail volume that will be created by the introduction of container movements as well as the balance of CBRL rail customers. Also, the funding necessary to fulfill the balance of the work necessary to accommodate the appropriately sized vessels that will call on EcoPort and other marine terminals on the North Spit. The terminal will be designed, engineered, permitted, and constructed to have two wharfs capable of mooring 4 ships at a time and offloading and loading approximately 1 million containers.

Port staff is requesting authorization from the Port Commission to apply for a MEGA 2022 grant that will be used to fund the costs of the CBRL Corridor Improvements, EcoPort Terminal, and Channel Improvement Project. The total estimated project cost is \$1 Billion, with a pledged match of 20%. Matching funds will be provided by North Point Development, by written agreement, prior to executing a grant agreement with the FRA.

A guest in the audience asked that Commissioners consider the environment when moving the Channel Project forward. President Kronsteiner confirmed.

Upon a motion by Commissioner Stevens (second by Commissioner Farm), the Board of Commissioners motioned to authorize Port Staff to apply for a MEGA 2022 Grant for a total project cost of \$1 Billion, with a Port pledged match of 20%. **Motion Passed.**

Mr. Porteur asked whether container movements would be all by rail or some by truck. Mr. Burns stated this is one of the unique features of the terminal, that all containers will be moved by rail. Mr. Porteur stated that ship traffic needs to be considered as well, and the large vessels carrying containers will not see the smaller fishing vessels. This could lead to a catastrophic accident.

C. RRIF Loan Application: EcoPort Container Terminal, and CBRL Corridor Improvement Project

The Port has been working with North Point Development of Kansas City, Mo since March of 2021, when the Port and North Point entered into an Exclusive Negotiating Agreement to develop a container terminal on the Port's North Spit property. As part of this development, the project will require the continued upgrading of the Coos Bay Rail Line corridor between Coos Bay and Eugene, the construction of a new eco-friendly Container Terminal, and the planned deepening and widening of the Federal Navigation Channel.

Port Staff and North Point have been working to source funding to support the development of Port property to design, build and operate an eco-friendly container terminal and associated infrastructure improvements associated with such development.

The RRIF is led by the Build America Bureau (BAB), which has been in existence for over twenty years. RRIF is a low interest federal financing tool that has been supporting small railroads with maintenance, upgrades, equipment purchases, acquisitions and other innovative necessary projects that strengthens the railroad industry.

In partnership with North Point Development LLC, Port staff proposes the development of the infrastructure necessary to support the CBRL Corridor, EcoPort Terminal, and Channel Improvement Project. The infrastructure improvements proposed in this application are to ensure that the railroad infrastructure between the North Spit and Eugene can handle the rail volume that will be created by the introduction of container movements as well as the balance of CBRL rail customers. Also, the funding necessary to fulfill the balance of the work necessary to accommodate the appropriately sized vessels that will call on EcoPort and other marine terminals on the North Spit. The terminal will be designed, engineered, permitted, and constructed to have two wharfs capable of mooring 4 ships at a time and offloading and loading approximately 1 million containers.

Port staff is requesting authorization from the Port Commission to apply for a RRIF Loan that will be used to fund the Match requirement of the \$1B MEGA Grant for which the Port is applying. The total

amount of the RRIF loan will be repaid by North Point Development, by written agreement, prior to executing a loan agreement with the BAB.

Mike Stebbins stated that prior to this motion, the meeting needs to be backed up to the previous motion for a final vote. President Kronsteiner stated there was a motion and a second on the floor to authorize Port Staff to apply for a MEGA 2022 Grant for a total project cost of \$1 Billion, with a Port pledged match of 20%. **Motion Passed.**

Upon a motion by Commissioner Farm (second by Commissioner Garcia), the Board of Commissioners motioned to authorize Port Staff to apply for a RRIF Loan covering the 20% matching funds associated with the Port's MEGA Grant application. **Motion Passed.**

7. **OTHER**

8. **COMMISSION COMMENTS**

9. **NEXT MEETING DATE** – Tuesday, May 17, 2022, 10:00 a.m.

10. **ADJOURN**

President Kronsteiner adjourned the meeting at 10:38 a.m. and entered into Executive Session to:

- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
- (h) consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed;
- (i) review and evaluate the job performance of a chief executive officer, other officers, employees and staff, if the person whose performance is being reviewed and evaluated does not request an open hearing; and
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.



M E M O R A N D U M

To: John Burns, Chief Executive Officer
From: Mary Green, Accounting Clerk
Date: May 10, 2022
Subject: Invoices Paid for Commission Approval through April 30, 2022

A/P checks issued per NetSuite financial system	1,395,547.44
Payroll disbursement per Umpqua Bank statement	125,713.68
Misc electronic disbursements per Umpqua Bank statement	100,346.59
Total Disbursements	<u>\$ 1,621,607.71</u>



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Megan Richardson, Accounting Manager

DATE: May 10, 2022

SUBJECT: April 2022 Contracts Awarded

The following are bids that were awarded, and contracts authorized and signed by the Chief Executive Officer during the months of April. All solicitations comply with the requirements of the Port’s Local Public Contracting Rules.

The following projects are included in the appropriate fiscal year budget:

Contract	Description	Cost
Scott Partney	Steel Bridges Repair Project	\$1,884,935.00
Total Contracts Awarded for this period:		\$1,884,935.00



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Community Giving Committee

DATE: May 10, 2022

SUBJECT: Community Giving Recommendation

In January 2019, the Board of Commissioners approved Resolution 2019Res02, adopting the Port Policy Manual Section 12.5: Community Giving. Each year, the Port of Coos Bay budgets funds for Community Giving in the form of scholarships, community events, and donations to support the Port’s mission of promoting sustainable development that enhances the economy of Southwest Oregon and the State.

The Community Giving Committee meets quarterly to discuss and evaluate requests made to the Port to support various charitable causes and community events. The committee met on May 5, 2022 to discuss scholarship applications and community donation requests received.

The Committee recommends one scholarship in the amount of \$1,500 to Steven Wales. Steven plans to attend the Maritime Academy at Texas A&M University where he will study Marine Transportation and Marine Business Administration.

One community donation/sponsorship request from the Coos Art Museum for the annual Maritime Art Exhibit is recommended for funding.

One request is not recommended for funding because the required introduction form was not received. Two requests have been denied due to the project being located outside of the Port district. Three requests have been placed on hold for further review, due to either the timing of the event being later in the year or the requests being received at or after the meeting.

Community giving donation requests and event sponsorships are reviewed on a quarterly basis and awarded as budget funds allow. The Community Giving Committee makes the following recommendations, to be included in the appropriate fiscal year budget:

Community Giving Donations and Scholarship Awards	Amount
Scholarship – Steven Wales	\$1,500
Coos Art Museum, Maritime Art Exhibit (July 9 – Sept. 24, 2022)	\$500
Total:	\$2,000

Management Reports



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Lanelle Comstock, Chief Administrative Officer
DATE: May 10, 2022
SUBJECT: Administrative Services Management Report

Upcoming Scheduled Meetings and Events:

- May Regular Commission Meeting: Tuesday, May 17, 10:00 am
- Port Budget Committee Meeting: Wednesday, May 25, noon
- CBRL Budget Committee Meeting: Wednesday, May 25, 2:00 pm
- Memorial Day Holiday (offices closed): Monday, May 30
- CCURA Board Meeting & Budget Hearing: TBD
- CBRL Board of Directors Meeting & Budget Hearing: Tuesday, June 21, 9:30 am
- June Regular Commission Meeting & Budget Hearing: Tuesday, June 21, 10:00 am

Charleston Marina RV Park WiFi:

Due to aging equipment and the fact that the WiFi system in the Charleston Marina RV Park is no longer being supported by the company who installed it, Port Admin Staff has been working with Port Project Managers to entirely replace the WiFi System. Quotes have been received to program, install, manage, troubleshoot, and repair the equipment. Additional internet speed will also be added to provide better internet services to our guests. It is the intent to replace the equipment towards the beginning of the busy summer season.

Budget Planning:

The 2022/23 fiscal year budget planning process is a daily project for the Administration department this time of year. Budget planning is required for the separate budgets of the Port of Coos Bay, Coos Bay Rail Line, and Coos County Urban Renewal Agency. Budget planning not only includes meticulously preparing the proposed budget and budget message, but ensuring a fully appointed Budget Committee, strategically scheduling Budget Committee meetings, publishing Budget Committee Meeting and Budget Hearing notices within the required ORS stated timeframe, preparing for and conducting Budget Committee Meetings and Budget Hearings, and approving and adopting the budget.

Health Insurance Planning:

Along with the budget planning process comes the renewal of health insurance plans and receiving quotes from the marketplace from other insurance providers. This year renewal medical insurance rates are estimated to increase approximately 7% for Port and 20% for CBRL. Port Staff is actively reviewing quotes from new insurance providers and comparing plans to provide enhanced benefits while minimizing insurance costs for the Port/Rail and its employees.

Recruitment:

- **Charleston Marina Complex Manager** - The Port of Coos Bay is seeking to hire a Marina Manager to oversee the successful operation of the Charleston Marina Complex. The Marina Manager is a member of the Senior Leadership team that sets the strategic direction for the organization, including annual goals and performance measures, and is directly accountable for the overall management and operations of the Charleston Marina Complex. Required qualifications include an in-depth knowledge of harbor and port operations, management and regulations, commercial and recreational vessel operations, project management, budgeting and accounting, as well as possessing exemplary customer service skills with in-depth knowledge of customer service management.
- **Locomotive Conductor / Engineer, South End** - Coos Bay Rail Line, Inc. is seeking to hire a certified Conductor / Engineer to work out of the on duty location in Coos Bay, Oregon. The ideal candidate shall have current FRA certification as a Locomotive Engineer and current FRA certification as a conductor. Essential job functions include ensuring compliance with all FRA, ODOT Rail, and Coos Bay Rail Line rules and regulations for safety and operations while ensuring safe, on-time/on-plan train operation and movement.

REMINDER: 2022 SDIS Best Practices Program – Board Duties and Responsibilities:

Each year, the Port of Coos Bay participates in the Special Districts Insurance Services (SDIS) [Best Practices Program](#) to receive up to a 10% credit on the following year's contributions for general liability, auto liability, and property insurance. The purpose of the program is to assist districts with implementing best practices to mitigate risk in areas of high exposure. This year, the focus of the program is on Board Duties and Responsibilities. Board member involvement is needed to receive 4% of the 10% credit (4% is about a \$6,500 credit):

- **2% - Training:** All members of the Board must attend one online or in person class regarding Board members duties and responsibilities. Examples of trainings that qualify include:
 - SDAO Board of Directors and Management Staff Regional Training
 - Board Duties and Responsibilities Training
 - [Boardmanship 301 - Special Districts Association of Oregon \(sdao.com\)](http://Boardmanship301.org)
 - [Boardroom Dancing - Special Districts Association of Oregon \(sdao.com\)](http://BoardroomDancing.org)
- **2% - Board Member Education:** At least two members of the Board must enroll in the SDAO Board Leadership Academy. The SDAO Board Leadership Academy has been designed to ensure that Oregon's special district board members have the tools necessary to provide superior leadership and governance to their communities. The program offers current, in-depth training and education opportunities in several areas including board member basics, statutory obligations, risk management, and human resources. There is no cost to enroll.
 - Interested Board members must complete an enrollment form located on the SDAO website at www.sdao.com/sdao-board-leadership-academy

The requirements must be completed by October 1, as I will bring the Best Practices to the October Commission meeting for review and consent. I will provide additional information regarding training access and a form acknowledging completion of the training, in the near future.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Director of Finance
DATE: May 10, 2022
SUBJECT: Accounting & Finance Management Report

We hereby present March and March Year-to-Date (9 months) financial results for the Port.

Operating Revenue:

Total operating revenues were \$317K which was \$19K greater than budget. All departments reported revenues that exceeded revenue except Administration and Charleston Operations. Administration has budgeted for full tenancy, but they are currently down two lessees. Charleston fell short of budget this month due to their bad debt expense, which is adjusted quarterly to account for the amount on uncollectable accounts. It is higher than normal this period due to the vessel sinking at the dock. If funds can be collected that amount will be reduced at year end. External Affairs exceeded revenue due to a professional services agreement. This was unanticipated and will continue for the remainder of the fiscal year. Port Ops increased lease revenue this month with lease renewals. Rail Ops had a total of 694 cars this month

Operating Expense:

Operating expenses totaled \$456K, which was \$58K less than budget. All departments, except External Affairs and Rail Ops, underspent their budget this month. External Affairs had an increase in legislative expenses this month that were recouped due to a professional services agreement. Rail Ops had an increase to repairs and maintenance to track.

Operating Result:

The Port ended March with a \$139K loss against a planned deficit of \$215K, which is better than plan by \$77K. All departments, with the exception of Rail Ops, performed better than plan this month.

Other Income & Expense:

Total other revenues totaled \$302K, which is greater than budget by \$254K. Other revenues are greater due to the unanticipated surplus sale of items from Terminal One. Other expenses totaled \$109K this period, which was overspent by \$4K. Most of this expense is for equipment purchased in the Marina.

Net Result & Year to Date:

March net result amounted to a net result of \$55K compared to a budgeted net loss of \$280K resulting in a \$335K positive variance.

Other Comments:

The total cash balances in all bank accounts April month end were \$9,351,703.75 which is an increase of \$5.29 Million from March with interest earnings of \$1,633.81. No interest was earned in the money market account because the balance has been managed to meet the required minimum for banking fees and cashflow needs. The Local Government Investment Pool (LGIP) interest rate increased to 0.63% from 0.50% pa. This is still an overall decrease of the pool interest rate by 0.03% since the start of the fiscal year. The large increase in the cash balance this month is due to the American Rescue Plan Act (ARPA) funds received. These will be paid to the principal balance of the loan used to purchase Terminal One earlier this year.

The finance department has completed the proposed budget document for fiscal year 2022-2023. The Port plans to distribute the proposed budget to the budget committee the week of May 9. The Port's first Budget Committee meeting is scheduled for Wednesday May 25, 2022, at 12:00 PM in the Port's Commission Chambers. The meeting will also be available through Zoom.

Financial Report - Actual vs. Budget - General Fund
For Period Ending Mar 2022



		Current Period				Same Month Last Year			Year to Date				Year End					
		Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Jul 2021 - Jun 2022					
		Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Prior FYTD vs Current FYTD Last FY \$ Diff % Diff	Projected	Budget	% Diff		
1	Operating Income																	
2	Administration	14,598	16,721	(2,122)	(13%)	9,432	5,166	55%	92,398	150,485	(58,087)	(39%)	20,342	72,056	354%	142,560	200,647	(29%)
3	External Affairs	15,029	33	14,996	44992%	0	15,029	-	45,128	300	44,828	14944%	115	45,013	39142%	45,228	400	11207%
5	Port Operations	21,726	18,303	3,423	19%	16,024	5,702	36%	179,603	164,730	14,873	9%	144,267	35,336	24%	234,513	219,640	7%
6	Railroad Operations	122,151	117,952	4,198	4%	103,907	18,244	18%	789,517	842,236	(52,719)	(6%)	650,511	139,006	21%	1,891,263	1,943,982	(3%)
8	Charleston Operations																	
9	Building & Dock Leases	23,955	24,442	(487)	(2%)	23,239	715	3%	219,998	219,975	23	0%	183,999	35,999	20%	293,323	293,300	0%
11	Marina	98,793	83,964	14,828	18%	95,565	3,228	3%	788,429	703,007	85,421	12%	770,903	17,526	2%	1,100,249	1,014,828	8%
12	Shipyards	26,298	21,094	5,204	25%	19,057	7,240	38%	212,688	189,844	22,844	12%	179,406	33,282	19%	275,969	253,125	9%
13	RV Park	33,323	12,633	20,690	164%	20,012	13,311	67%	369,733	264,683	105,050	40%	285,254	84,479	30%	441,450	336,400	31%
14	Ice Plant	8,360	4,031	4,329	107%	273	8,087	2962%	155,458	215,451	(59,993)	(28%)	26,192	129,266	494%	240,007	300,000	(20%)
16	Travel Lift	2,415	5,697	(3,283)	(58%)	4,689	(2,274)	(49%)	33,804	37,957	(4,153)	(11%)	32,567	1,238	4%	55,847	60,000	(7%)
17	Other	(49,399)	(6,483)	(42,915)	662%	1,973	(51,371)	(2604%)	(38,670)	(13,350)	(25,320)	190%	13,759	(52,429)	(381%)	(43,120)	(17,800)	142%
18	Total Charleston Operations	143,744	145,378	(1,634)	(1%)	164,808	(21,064)	(13%)	1,741,440	1,617,568	123,873	8%	1,492,078	249,362	17%	2,363,726	2,239,853	6%
19	Total Operating Income	317,248	298,388	18,860	6%	294,171	23,077	8%	2,848,086	2,775,319	72,768	3%	2,307,314	540,772	23%	4,677,290	4,604,522	2%
21	Operating Expenses																	
22	Administration	148,619	189,591	40,972	22%	141,517	(7,102)	(5%)	1,121,898	1,444,558	322,660	22%	1,094,846	(27,052)	(2%)	1,578,487	1,901,147	17%
23	External Affairs	39,840	29,456	(10,384)	(35%)	26,839	(13,001)	(48%)	241,565	230,425	(11,140)	(5%)	191,470	(50,095)	26%	315,072	303,932	4%
24	Port Development	0	0	0	-	22,447	22,447	100%	0	0	0	-	167,241	167,241	(100%)	0	0	-
25	Port Operations	86,028	107,751	21,724	20%	18,781	(67,246)	(358%)	540,892	780,184	239,293	31%	131,477	(409,415)	311%	780,326	1,019,619	(23%)
26	Railroad Operations	18,188	12,798	(5,390)	(42%)	3,292	(14,896)	(453%)	134,997	115,179	(19,818)	(17%)	138,427	3,430	(2%)	173,390	153,572	13%
28	Charleston Operations	163,685	174,214	10,529	6%	172,921	9,237	5%	1,315,431	1,386,952	71,521	5%	1,225,029	(90,402)	7%	1,760,512	1,832,033	(4%)
29	Total Expenses	455,996	513,809	57,814	11%	385,797	(70,199)	(18%)	3,354,420	3,957,298	602,879	15%	2,948,490	(405,929)	(14%)	4,607,424	5,210,303	12%
31	Operating Results																	
32	Administration	(134,021)	(172,870)	38,850	(22%)	(132,085)	(1,936)	1%	(1,029,500)	(1,294,072)	264,573	(20%)	(1,074,504)	45,004	(4%)	(1,435,927)	(1,700,500)	(16%)
33	External Affairs	(24,811)	(29,422)	4,611	(16%)	(26,839)	2,028	(8%)	(196,437)	(230,125)	33,688	(15%)	(191,355)	(5,082)	3%	(269,844)	(303,532)	(11%)
34	Port Development	0	0	0	-	(22,447)	22,447	(100%)	0	0	0	-	(167,241)	167,241	(100%)	0	0	-
35	Port Operations	(64,301)	(89,448)	25,147	(28%)	(2,757)	(61,544)	2232%	(361,289)	(615,455)	254,166	(41%)	12,790	(374,079)	(2925%)	(545,813)	(799,979)	(32%)
36	Railroad Operations	103,963	105,155	(1,192)	(1%)	100,615	3,348	3%	654,520	727,057	(72,537)	(10%)	512,084	142,436	28%	1,717,873	1,790,410	(4%)
38	Charleston Operations	(19,941)	(28,836)	8,895	(31%)	(8,114)	(11,827)	146%	426,009	230,616	195,394	85%	267,049	158,960	60%	603,214	407,820	48%
39	Totals Operating Results	(138,748)	(215,421)	76,674	(36%)	(91,626)	(47,122)	51%	(506,333)	(1,181,980)	675,646	(57%)	(641,176)	134,843	(21%)	69,865	(605,781)	(112%)
41	Tax Collected	38,155	39,095	(940)	(2%)	34,850	3,305	9%	2,364,776	2,674,630	(309,854)	(12%)	2,144,875	219,901	10%	2,431,706	2,741,560	(11%)
42	Financial Income	8,425	8,374	51	1%	9,065	(640)	(7%)	77,403	74,265	3,138	4%	82,382	(4,979)	(6%)	101,625	98,487	3%
43	Grant Income	0	0	0	-	0	0	-	3,000	8,175	(5,175)	(63%)	48,783	(45,783)	(94%)	8,000	13,175	(39%)
45	Other Income	255,288	0	255,288	-	137	255,151	186637%	556,538	0	556,538	-	32,534	524,004	1611%	856,538	300,000	186%
46	Total Other Income	301,868	47,469	254,400	536%	44,052	257,816	585%	3,001,717	2,757,070	244,647	9%	2,308,574	693,143	30%	3,397,869	3,153,222	8%
48	Financial Expenses & Taxes	4,647	3,375	(1,272)	38%	4,659	12	(0%)	158,563	40,375	(118,188)	293%	65,966	(92,597)	140%	168,688	50,500	(234%)
49	Debt Service	25,930	12,071	(13,859)	115%	6,495	(19,435)	299%	907,922	1,297,728	389,806	(30%)	909,765	1,843	(0%)	944,134	1,333,940	29%
50	Capital Outlays	78,002	96,917	18,915	(20%)	88,406	10,404	(12%)	1,053,557	872,250	(181,308)	21%	176,042	(877,515)	498%	1,344,308	1,163,000	(16%)
52	Total Other Expenses	108,578	112,362	3,784	(3%)	99,560	(9,018)	9%	2,120,042	2,210,353	90,310	(4%)	1,151,773	(968,269)	84%	2,457,130	2,547,440	(4%)
54	Net Result	54,542	(280,315)	334,857	119%	(147,134)	201,677	(137%)	375,342	(635,262)	1,010,604	159%	515,625	(140,283)	27%	1,010,605	1	(101060412%)

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Fund: General Fund Department: Administration Location: All Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date						Year End			
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD			Jul 2021 - Jun 2022		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	13,598	15,721	(2,122)	-13%	371	13,228	3569%	83,378	141,485	(58,107)	-41%	3,271	80,108	2449%	130,540	188,647	-31%
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	9,000	9,000	0	0%	9,000	0	0%	12,000	12,000	0%
4290 Other	0	0	0	-	8,062	(8,062)	-100%	20	0	20	-	8,072	(8,052)	-100%	20	0	-
Total Operating Income	14,598	16,721	(2,122)	-13%	9,432	5,166	55%	92,398	150,485	(58,087)	-39%	20,342	72,056	354%	142,560	200,647	-29%
Expenses																	
Personnel Services																	
5005 Salaries	77,973	79,377	1,403	2%	77,535	(439)	-1%	498,530	528,696	30,165	6%	530,844	32,314	6%	657,077	687,242	4%
5010 Other compensation	0	1,694	1,694	100%	0	0	-	0	11,281	11,281	100%	0	0	-	3,383	14,664	77%
5050 Merit Pool	0	2,310	2,310	100%	0	0	-	0	15,386	15,386	100%	0	0	-	4,614	20,000	77%
Total Compensation	77,973	83,380	5,407	6%	77,535	(439)	-1%	498,530	555,362	56,832	10%	530,844	32,314	6%	665,074	721,906	8%
5100 Federal Payroll taxes	5,860	5,738	(123)	-2%	5,676	(185)	-3%	32,465	38,216	5,751	15%	29,615	(2,850)	-10%	43,926	49,677	12%
5105 State Payroll taxes	18	0	(18)	-	18	(0)	-2%	115	0	(115)	-	102	(13)	-12%	115	0	-
5110 Unemployment Insurance	1,893	1,125	(768)	-68%	1,677	(215)	-13%	7,339	7,493	153	2%	6,668	(671)	-10%	9,587	9,740	2%
5115 Workers compensation	256	278	23	8%	104	(151)	-145%	2,300	1,855	(446)	-24%	161	(2,139)	-1329%	2,857	2,411	-18%
Total Payroll Taxes	8,027	7,141	(886)	-12%	7,475	(552)	-7%	42,220	47,564	5,344	11%	36,547	(5,674)	-16%	56,485	61,828	9%
5200 Medical insurance	6,834	7,750	916	12%	7,684	850	11%	61,509	69,752	8,242	12%	69,155	7,646	11%	84,760	93,002	9%
5205 Dental insurance	882	869	(13)	-2%	922	40	4%	7,940	7,820	(120)	-2%	8,044	104	1%	10,546	10,426	-1%
5215 Term life insurance	200	100	(100)	-100%	94	(106)	-114%	1,017	900	(117)	-13%	1,088	72	7%	1,317	1,200	-10%
5220 Long Term Disability insurance	619	360	(260)	-72%	292	(327)	-112%	3,052	3,236	183	6%	2,237	(815)	-36%	4,131	4,314	4%
5225 PERS Employer Contributions	16,767	16,857	89	1%	8,304	(8,463)	-102%	97,098	112,277	15,179	14%	71,191	(25,907)	-36%	130,767	145,946	10%
5230 PERS Employee Contributions	4,678	4,704	25	1%	2,610	(2,068)	-79%	26,644	31,330	4,686	15%	22,375	(4,269)	-19%	36,040	40,726	12%
5295 Allocations	0	(190)	(190)	100%	0	0	-	0	(1,263)	(1,263)	100%	0	0	-	(379)	(1,642)	77%
Total Insured Benefits	29,981	30,450	468	2%	19,906	(10,075)	-51%	197,260	224,051	26,791	12%	174,091	(23,169)	-13%	267,181	293,972	9%
Total Personnel Services	115,982	120,971	4,989	4%	104,916	(11,066)	-11%	738,011	826,977	88,966	11%	741,481	3,471	0%	988,740	1,077,706	8%
Goods & Services																	
6005 Seminars & training	35	826	791	96%	64	29	45%	1,409	7,432	6,024	81%	490	(919)	-188%	3,886	9,910	61%
Total Staff Training	35	826	791	96%	64	29	45%	1,409	7,432	6,024	81%	490	(919)	-188%	3,886	9,910	61%
6020 Travel - airfare	0	42	42	100%	0	0	-	0	375	375	100%	0	0	-	125	500	75%
6025 Travel - lodging & transportation	0	167	167	100%	0	0	-	0	1,500	1,500	100%	0	0	-	500	2,000	75%
6030 Travel - Per Diem & mileage reimbursement	0	125	125	100%	0	0	-	0	1,125	1,125	100%	0	0	-	375	1,500	75%
6035 Meals & Entertainment	0	233	233	100%	197	197	100%	1,066	2,100	1,034	49%	290	(776)	-267%	1,766	2,800	37%
Total Travel & Entertainment	0	567	567	100%	197	197	100%	1,066	5,100	4,034	79%	290	(776)	-267%	2,766	6,800	59%
6050 Office supplies	160	750	590	79%	264	104	39%	3,827	6,750	2,923	43%	3,174	(653)	-21%	6,077	9,000	32%
6055 Kitchen supplies	210	295	85	29%	71	(139)	-197%	1,476	2,655	1,179	44%	1,275	(201)	-16%	2,361	3,540	33%
6060 IT supplies	0	583	583	100%	0	0	-	3,504	5,250	1,746	33%	24,344	20,839	86%	5,254	7,000	25%
6070 Postage & courier services	400	333	(67)	-20%	403	3	1%	2,516	3,000	484	16%	2,500	(16)	-1%	3,516	4,000	12%

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Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Jul 2021 - Jun 2022					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6075 Memberships & dues	0	0	0	-	(1,838)	(1,838)	100%	0	0	0	-	0	0	-	0	0	-
6080 Office lease	0	0	0	-	8,046	8,046	100%	24,139	0	(24,139)	-	71,583	47,445	66%	24,139	0	-
6085 Office equipment lease	535	178	(356)	-200%	535	0	0%	1,604	1,605	1	0%	1,604	0	0%	2,139	2,140	0%
6087 Office equipment repairs & maintenance	203	375	172	46%	118	(84)	-71%	1,667	3,375	1,708	51%	1,318	(349)	-26%	2,792	4,500	38%
6090 IT SW subscriptions & licenses	9,937	11,165	1,228	11%	9,513	(425)	-4%	96,584	100,485	3,901	4%	86,785	(9,800)	-11%	130,079	133,980	3%
6095 Commission expenses	0	125	125	100%	0	0	-	38	1,125	1,087	97%	0	(38)	-	413	1,500	72%
Total Office Expense	11,445	13,805	2,360	17%	17,112	5,667	33%	135,356	124,245	(11,111)	-9%	192,583	57,227	30%	176,771	165,660	-7%
6100 Telephone - landline	490	490	0	0%	533	43	8%	4,172	4,410	238	5%	3,892	(280)	-7%	5,642	5,880	4%
6105 Telephone - mobile	443	555	112	20%	475	32	7%	3,586	4,995	1,409	28%	3,998	413	10%	5,251	6,660	21%
6110 Internet services	604	618	15	2%	604	0	0%	5,433	5,565	132	2%	5,433	0	0%	7,288	7,420	2%
6115 Cable TV	0	0	0	-	0	0	-	0	0	0	-	303	303	100%	0	0	-
6130 Electricity	964	833	(131)	-16%	403	(562)	-139%	6,267	7,500	1,233	16%	4,257	(2,010)	-47%	8,767	10,000	12%
6135 Water/Sewer	237	208	(29)	-14%	0	(237)	-	1,186	1,875	689	37%	0	(1,186)	-	1,811	2,500	28%
6140 Garbage/Sanitation Collection	272	267	(5)	-2%	0	(272)	-	1,635	2,400	765	32%	0	(1,635)	-	2,435	3,200	24%
6155 Environmental Remediation/Mitigation/Monitoring	0	0	0	-	0	0	-	5,400	0	(5,400)	-	0	(5,400)	-	5,400	0	-
Total Utilities	3,010	2,972	(38)	-1%	2,014	(996)	-49%	27,678	26,745	(933)	-3%	17,883	(9,795)	-55%	36,593	35,660	-3%
6200 Temporary/Contract help	0	0	0	-	0	0	-	0	0	0	-	24,726	24,726	100%	0	0	-
6205 Janitorial services	1,284	1,250	(34)	-3%	484	(800)	-165%	9,352	11,250	1,899	17%	4,352	(5,000)	-115%	13,102	15,000	13%
6215 Payroll services	722	792	70	9%	1,123	401	36%	5,883	7,125	1,242	17%	6,204	321	5%	8,258	9,500	13%
6245 Legal advertising	91	167	76	45%	0	(91)	-	104	1,500	1,396	93%	0	(104)	-	604	2,000	70%
6250 Legal services	9,353	12,500	3,147	25%	12,455	3,102	25%	124,549	112,500	(12,049)	-11%	30,462	(94,087)	-309%	162,049	150,000	-8%
6255 Auditing	0	4,833	4,833	100%	1,800	1,800	100%	48,950	43,500	(5,450)	-13%	58,100	9,150	16%	63,450	58,000	-9%
6260 Consulting services	5	92	86	94%	0	(5)	-	3,750	825	(2,925)	-355%	0	(3,750)	-	4,025	1,100	-266%
6265 Recruiting services	0	208	208	100%	0	0	-	0	1,875	1,875	100%	0	0	-	625	2,500	75%
6270 Contracted Services	0	0	0	-	0	0	-	0	0	0	-	82	82	100%	0	0	-
6290 Commercial insurance	2,366	2,453	87	4%	1,855	(510)	-28%	10,314	22,077	11,763	53%	15,452	5,138	33%	17,673	29,436	40%
Total Professional Services	13,821	22,295	8,474	38%	17,717	3,896	22%	202,902	200,652	(2,249)	-1%	139,378	(63,524)	-46%	269,785	267,536	-1%
6351 Awards & Recognitions	0	283	283	100%	0	0	-	2,199	2,550	351	14%	2,475	276	11%	3,049	3,400	10%
Total Marketing Expense	0	283	283	100%	0	0	-	2,199	2,550	351	14%	2,475	276	11%	3,049	3,400	10%
6400 Small equipment & tools	0	0	0	-	0	0	-	271	0	(271)	-	0	(271)	-	271	0	-
6405 Safety/hazardous materials	0	0	0	-	(504)	(504)	100%	0	0	0	-	0	0	-	0	0	-
6415 Clothing	0	35	35	100%	0	0	-	0	319	319	100%	0	0	-	106	425	75%
6420 Janitorial supplies	0	208	208	100%	0	0	-	667	1,875	1,208	64%	0	(667)	-	1,292	2,500	48%
6425 Operational supplies	30	0	(30)	-	0	(30)	-	30	0	(30)	-	0	(30)	-	30	0	-
6450 Fuel - Gas	52	83	32	38%	0	(52)	-	430	750	320	43%	167	(263)	-158%	680	1,000	32%
Total Operational Expense	81	327	246	75%	(504)	(585)	116%	1,397	2,944	1,546	53%	167	(1,231)	-738%	2,379	3,925	39%
6505 Repairs & maintenance vehicles	202	27	(174)	-644%	0	(202)	-	570	244	(327)	-134%	0	(570)	-	652	325	-100%
6510 Repairs & maintenance buildings	4,043	3,333	(709)	-21%	0	(4,043)	-	11,271	30,000	18,729	62%	92	(11,179)	-12151%	21,271	40,000	47%

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Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022		\$ Diff	% Diff	Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD					
	Actual	Budget			Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Repair and Maintenance	4,246	3,377	(869)	-26%	0	(4,246)	-	11,880	30,394	18,513	61%	98	(11,782)	-11992%	22,012	40,525	46%
6599 Budget Contingency	0	24,169	24,169	100%	0	0	-	0	217,519	217,519	100%	0	0	-	72,506	290,025	75%
Total Goods & Services	32,638	68,620	35,983	52%	36,601	3,963	11%	383,887	617,581	233,694	38%	353,364	(30,523)	-9%	589,747	823,441	28%
Total Expenses	148,619	189,591	40,972	22%	141,517	(7,102)	-5%	1,121,898	1,444,558	322,660	22%	1,094,846	(27,052)	-2%	1,578,487	1,901,147	17%
Operating Results	(134,021)	(172,870)	38,850	-22%	(132,085)	(1,936)	1%	(1,029,500)	(1,294,072)	264,573	-20%	(1,074,504)	45,004	-4%	(1,435,927)	(1,700,500.00)	-16%
Other Income & Expenses																	
Other Income																	
4405 Property Taxes - Current Year	33,377	36,829	(3,452)	-9%	32,906	471	1%	1,849,155	1,915,271	(66,116)	-3%	1,764,855	84,300	5%	1,905,444	1,971,560	-3%
4410 Property Taxes - Prior Years	4,778	2,266	2,512	111%	1,945	2,833	146%	75,940	39,358	36,581	93%	62,782	13,157	21%	86,581	50,000	73%
4505 Interest - Bank	1,051	1,000	51	5%	1,691	(640)	-38%	11,038	7,900	3,138	40%	16,017	(4,979)	-31%	13,138	10,000	31%
4506 Interest - Southport Note	1,785	1,785	0	0%	1,950	(165)	-8%	16,563	16,563	0	0%	18,033	(1,470)	-8%	21,834	21,834	0%
4515 Principal Repayment - Southport Note	5,589	5,589	0	0%	5,424	165	3%	49,802	49,802	0	0%	48,332	1,470	3%	66,653	66,653	0%
4695 Grants Received - Other	0	0	0	-	0	0	-	0	0	0	-	48,783	(48,783)	-100%	0	0	-
4905 Other	2	0	2	-	137	(135)	-99%	102,239	0	102,239	-	145	102,094	70526%	102,239	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	139,060	0	139,060	-	22,349	116,711	522%	139,060	0	-
Total Other Income	46,582	47,469	(887)	-2%	44,052	2,530	6%	2,243,796	2,028,895	214,901	11%	1,981,296	262,500	13%	2,334,948	2,120,047	10%
Other Expenses																	
Taxes & Misc Expenses																	
6705 Grant expenses	0	0	0	-	0	0	-	0	0	0	-	35	35	100%	0	0	-
6720 Property Tax - Sublet Facilities	125	0	(125)	-	0	(125)	-	18,416	0	(18,416)	-	0	(18,416)	-	18,416	0	-
6740 Merchant fees	1,978	2,500	522	21%	1,974	(4)	0%	24,969	22,500	(2,469)	-11%	21,448	(3,522)	-16%	32,469	30,000	-8%
6745 Banking fees	204	42	(163)	-390%	81	(124)	-154%	1,585	375	(1,210)	-323%	65	(1,520)	-2322%	1,710	500	-242%
6755 Insurance Claims	0	0	0	-	0	0	-	0	0	0	-	20,294	20,294	100%	0	0	-
Total Taxes & Misc Expenses	2,308	2,542	234	9%	2,055	(253)	-12%	44,971	22,875	(22,096)	-97%	41,843	(3,128)	-7%	52,596	30,500	-72%
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	0	156,000	156,000	100%	0	0	-	0	156,000	100%
7020 Principal repayment - Vehicles	1,207	539	(667)	-124%	827	(380)	-46%	4,210	4,853	644	13%	7,336	3,126	43%	5,827	6,471	10%
7025 Interest payment - Vehicles	80	85	5	6%	150	70	47%	551	766	215	28%	1,458	907	62%	806	1,021	21%
Total Debt Services	1,286	624	(662)	-106%	977	(309)	-32%	4,761	161,619	156,858	97%	8,794	4,033	46%	6,634	163,492	96%
Total Other Expenses	3,594	3,166	(428)	-14%	3,032	(562)	-19%	49,732	184,494	134,762	73%	50,636	905	2%	59,230	193,992	69%
Net Other Income	42,988	44,303	(1,315)	-3%	41,020	1,968	5%	2,194,065	1,844,401	349,664	19%	1,930,660	263,405	14%	2,275,719	1,926,055	18%
Net Result	(91,033)	(128,567)	37,535	-29%	(91,065)	32	0%	1,164,565	550,329	614,236	112%	856,156	308,409	36%	839,791	225,555	272%

Financial Report - Actual vs. Budget
For Period Ending Mar 2022

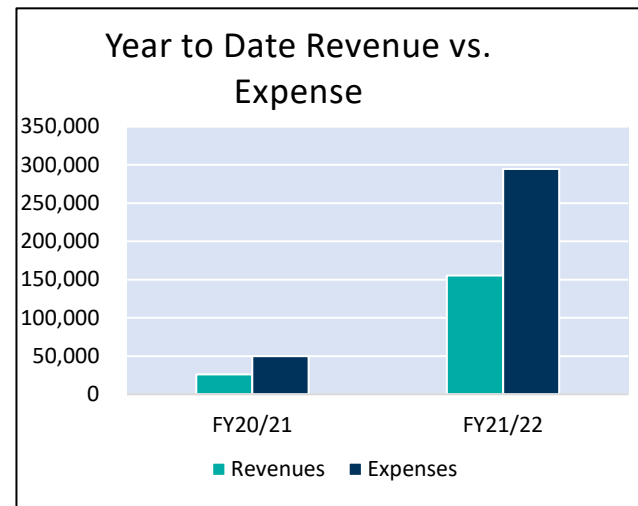
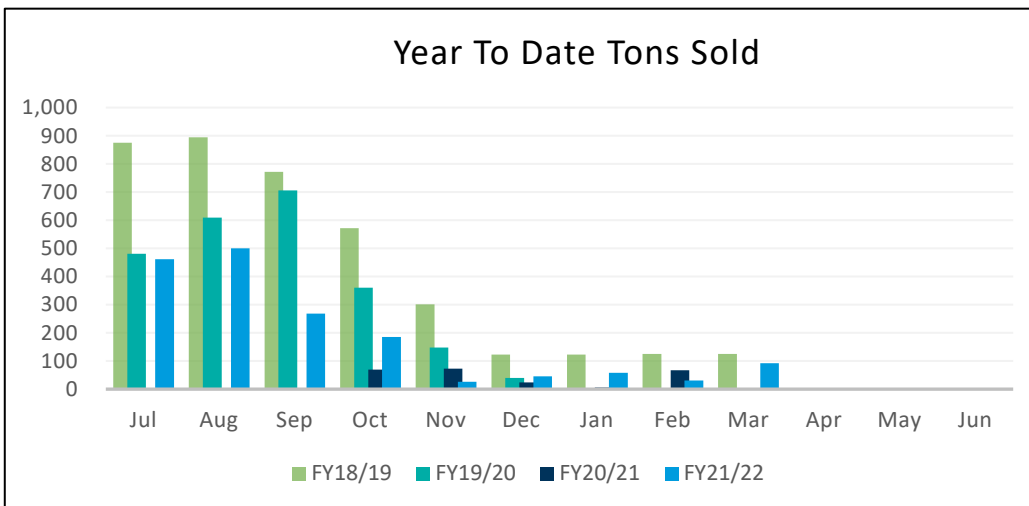
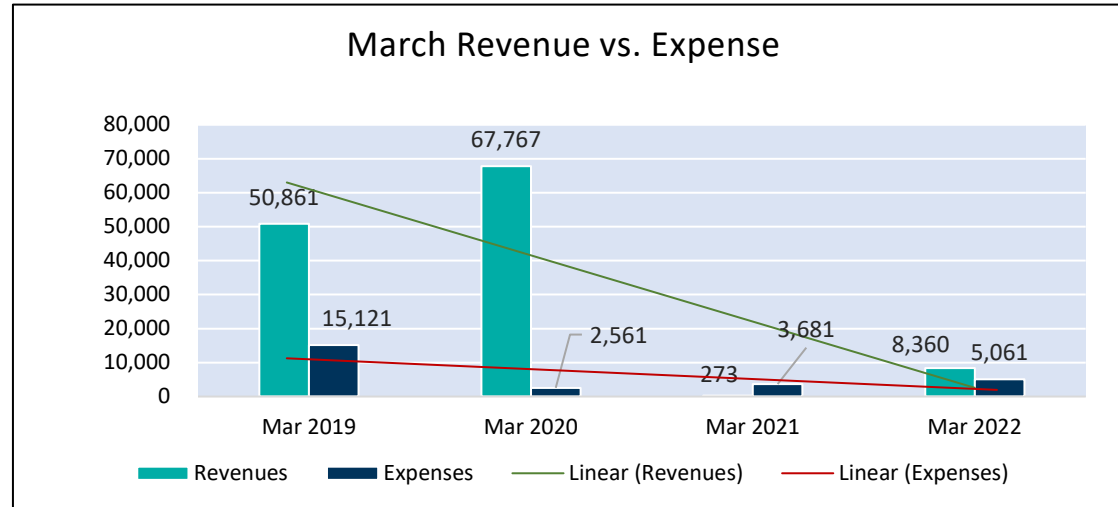
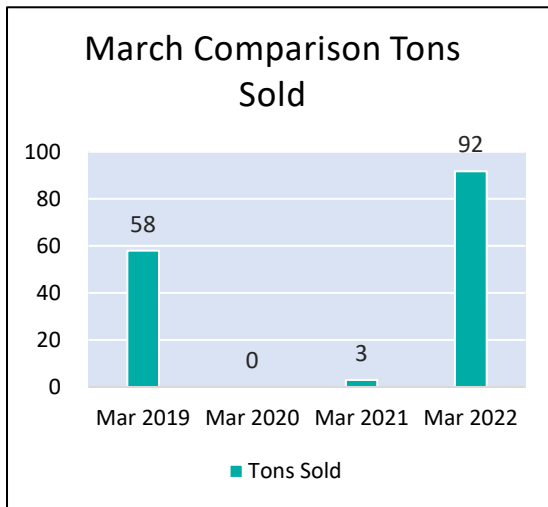
amounts in \$US dollars

Fund: General Fund Department: Charleston Ops Location: All Budget: Adopted



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD			Jul 2021 - Jun 2022		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	23,955	24,442	(487)	-2%	23,239	715	3%	219,998	219,975	23	0%	183,999	35,999	20%	293,323	293,300	0%
4100 Annual Moorage	40,845	43,496	(2,652)	-6%	43,654	(2,809)	-6%	280,590	249,393	31,197	13%	298,269	(17,678)	-6%	460,011	428,814	7%
4105 Semi-Annual Moorage	16,549	4,631	11,918	257%	10,127	6,422	63%	82,314	44,276	38,038	86%	63,729	18,585	29%	95,318	57,280	66%
4110 Monthly Moorage	16,235	10,137	6,098	60%	15,641	594	4%	148,800	150,009	(1,209)	-1%	149,684	(884)	-1%	187,258	188,467	-1%
4115 Transient Moorage	1,985	4,833	(2,848)	-59%	5,299	(3,314)	-63%	72,265	71,521	744	1%	70,590	1,675	2%	90,601	89,857	1%
4118 Work Dock	8,815	5,417	3,398	63%	2,746	6,069	221%	55,904	48,750	7,154	15%	24,781	31,123	126%	72,154	65,000	11%
4120 Metered Utilities	30	125	(95)	-76%	30	0	0%	270	1,125	(855)	-76%	730	(460)	-63%	645	1,500	-57%
4125 Launch Ramp	2,856	3,083	(227)	-7%	3,355	(499)	-15%	35,268	27,750	7,518	27%	29,106	6,163	21%	44,518	37,000	20%
4135 Storage Yard	3,204	3,333	(130)	-4%	3,182	22	1%	27,575	30,000	(2,425)	-8%	26,179	1,395	5%	37,575	40,000	-6%
4140 Storage Unit	17,818	15,193	2,626	17%	15,040	2,779	18%	141,752	136,733	5,020	4%	132,602	9,150	7%	187,330	182,310	3%
4145 Long Term Boat Storage	7,991	7,725	266	3%	8,634	(642)	-7%	79,261	69,525	9,736	14%	82,491	(3,230)	-4%	102,436	92,700	11%
4150 Short Term Boat Storage	4,087	3,219	868	27%	3,009	1,078	36%	29,355	28,969	386	1%	36,108	(6,753)	-19%	39,011	38,625	1%
4155 Boat Wash	0	83	(83)	-100%	0	0	-	665	750	(85)	-11%	876	(211)	-24%	915	1,000	-8%
4165 Space Rents	30,843	11,763	19,079	162%	19,025	11,818	62%	353,270	248,716	104,554	42%	274,139	79,132	29%	420,554	316,000	33%
4173 Laundry	486	149	337	226%	303	183	60%	4,646	3,148	1,497	48%	2,527	2,119	84%	5,497	4,000	37%
4175 Propane	1,222	372	850	228%	633	589	93%	10,020	7,871	2,149	27%	6,134	3,886	63%	12,149	10,000	21%
4180 Merchandise	36	19	17	91%	16	20	122%	337	394	(56)	-14%	328	10	3%	444	500	-11%
4185 Visitor Convention Bureau Fee	172	130	42	32%	109	63	57%	2,911	2,755	156	6%	2,927	(16)	-1%	3,656	3,500	4%
4190 Ice	8,360	4,031	4,329	107%	273	8,087	2962%	155,458	215,451	(59,993)	-28%	26,192	129,266	494%	240,007	300,000	-20%
4200 Boat Lifts	2,415	5,697	(3,283)	-58%	5,107	(2,692)	-53%	37,380	37,957	(577)	-2%	34,657	2,722	8%	59,423	60,000	-1%
4230 Environmental Fee	2,616	2,083	533	26%	1,994	622	31%	22,288	18,750	3,538	19%	17,277	5,011	29%	28,538	25,000	14%
4235 Customer Discounts	(134)	(417)	282	-68%	(74)	(61)	82%	(4,451)	(3,750)	(701)	19%	(2,801)	(1,650)	59%	(5,701)	(5,000)	14%
4290 Other	3,832	3,333	499	15%	3,467	365	11%	38,505	30,000	8,505	28%	31,555	6,950	22%	48,505	40,000	21%
4295 Bad Debt Expense	(50,472)	(7,500)	(42,972)	573%	0	(50,472)	-	(52,941)	(22,500)	(30,441)	135%	0	(52,941)	-	(60,441)	(30,000)	101%
Total Operating Income	143,744	145,378	(1,634)	-1%	164,808	(21,064)	-13%	1,741,440	1,617,568	123,873	8%	1,492,078	249,362	17%	2,363,726	2,239,853	6%
Expenses																	
Personnel Services																	
5005 Salaries	57,127	52,100	(5,027)	-10%	55,337	(1,790)	-3%	327,352	347,021	19,669	6%	338,827	11,476	3%	431,418	451,087	4%
5010 Other compensation	0	2,434	2,434	100%	0	0	-	3,216	16,214	12,998	80%	2,000	(1,216)	-61%	8,078	21,076	62%
5015 Overtime	0	2,426	2,426	100%	0	0	-	2,840	16,156	13,316	82%	1,228	(1,612)	-131%	7,685	21,001	63%
Total Compensation	57,127	56,960	(167)	0%	55,337	(1,790)	-3%	333,407	379,391	45,984	12%	342,056	8,648	3%	447,180	493,164	9%
5100 Federal Payroll taxes	4,277	4,357	80	2%	573	(3,704)	-646%	24,702	29,023	4,321	15%	21,731	(2,971)	-14%	33,406	37,727	11%
5105 State Payroll taxes	20	0	(20)	-	23	2	10%	120	0	(120)	-	146	26	18%	120	0	-
5110 Unemployment Insurance	1,621	1,188	(433)	-36%	1,491	(131)	-9%	6,724	7,915	1,191	15%	6,943	219	3%	9,097	10,288	12%
5115 Workers compensation	3,323	3,209	(114)	-4%	2,047	(1,276)	-62%	29,907	21,377	(8,530)	-40%	18,420	(11,488)	-62%	36,318	27,788	-31%
Total Payroll Taxes	9,242	8,755	(486)	-6%	4,133	(5,108)	-124%	61,453	58,315	(3,138)	-5%	47,240	(14,213)	-30%	78,941	75,803	-4%
5200 Medical insurance	10,379	11,509	1,130	10%	13,990	3,611	26%	93,397	103,584	10,187	10%	124,687	31,290	25%	127,925	138,112	7%
5205 Dental insurance	814	814	0	0%	1,206	392	33%	7,325	7,325	0	0%	11,010	3,685	33%	9,766	9,766	0%
5215 Term life insurance	250	113	(138)	-122%	152	(98)	-64%	1,143	1,013	(130)	-13%	1,667	525	31%	1,480	1,350	-10%
5220 Long Term Disability insurance	509	240	(269)	-112%	278	(231)	-83%	2,323	2,160	(163)	-8%	2,326	3	0%	3,043	2,880	-6%
5225 PERS Employee Contributions	12,095	12,241	146	1%	8,510	(3,584)	-42%	72,606	81,532	8,926	11%	78,126	5,521	7%	97,055	105,981	8%
5230 PERS Employer Contributions	3,235	3,272	37	1%	2,443	(792)	-32%	19,298	21,791	2,492	11%	22,257	2,959	13%	25,833	28,325	9%
5295 Allocations	0	(3,869)	(3,869)	100%	0	0	-	0	(25,772)	(25,772)	100%	0	0	-	(7,729)	(33,501)	77%
Total Insured Benefits	27,281	24,319	(2,962)	-12%	26,580	(702)	-3%	196,091	191,631	(4,460)	-2%	240,073	43,983	18%	257,373	252,913	-2%

	Current Period	Same Month Prior Years			Year to Date	Prior FYTD vs Current FYTD		
	Mar 2022	Mar 2021	Mar 2020	Mar 2019	FY21/22	Last FY	\$ Diff	% Diff
Tons Sold	92	3	0	58	1,667	276	1,391	504.06%
Total Revenues	8,360	273	67,767	50,861	155,458	26,192	129,266	493.53%
Total Expenses	5,061	3,681	2,561	15,121	294,782	49,847	244,935	491.37%
Net Result	3,299	(3,408)	(2,561)	(10,733)	(139,324)	(23,655)	(115,669)	488.98%



Financial Report - Actual vs. Budget
For Period Ending Mar 2022

amounts in \$US dollars

Fund: Dredge Fund

Department: Dredge Ops

Location: All

Budget: Adopted



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4287 Dredging Services	0	0	0	-	0	0	-	0	0	0	-	33,950	(33,950)	-100%	0	0	-
4290 Other	0	21,794	(21,794)	-100%	0	0	-	82,015	196,142	(114,128)	-58%	5,739	76,276	1329%	147,395	261,523	-44%
Total Operating Income	0	21,794	(21,794)	-100%	0	0	-	82,015	196,142	(114,128)	-58%	39,689	42,326	107%	147,395	261,523	-44%
Expenses																	
Personnel Services																	
5005 Salaries	0	2,238	2,238	100%	8,127	8,127	100%	55	14,909	14,854	100%	71,504	71,450	100%	4,526	19,380	77%
5010 Other compensation	0	0	0	-	0	0	-	0	0	0	-	(9)	(9)	100%	0	0	-
5015 Overtime	0	0	0	-	44	44	100%	0	0	0	-	1,853	1,853	100%	0	0	-
Total Compensation	0	2,238	2,238	100%	8,171	8,171	100%	55	14,909	14,854	100%	73,348	73,293	100%	4,526	19,380	77%
5100 Federal Payroll taxes	0	171	171	100%	589	589	100%	4	1,141	1,137	100%	5,351	5,347	100%	346	1,483	77%
5105 State Payroll taxes	0	0	0	-	3	3	100%	0	0	(0)	-	30	30	100%	0	0	-
5110 Unemployment Insurance	0	63	63	100%	216	216	100%	1	418	416	100%	1,347	1,345	100%	127	543	77%
5115 Workers compensation	0	80	80	100%	0	0	-	0	535	535	100%	0	0	-	161	696	77%
Total Payroll Taxes	0	314	314	100%	808	808	100%	5	2,094	2,089	100%	6,728	6,722	100%	633	2,722	77%
5200 Medical insurance	0	762	762	100%	0	0	-	14	5,076	5,062	100%	0	(14)	-	1,536	6,598	77%
5205 Dental insurance	0	62	62	100%	0	0	-	0	412	412	100%	0	0	-	123	535	77%
5215 Term life insurance	0	5	5	100%	0	0	-	0	34	34	100%	0	(0)	-	10	44	77%
5220 Long Term Disability insurance	0	14	14	100%	0	0	-	0	91	90	100%	0	(0)	-	28	118	77%
5225 PERS Employee Contributions	0	529	529	100%	1,872	1,872	100%	12	3,526	3,514	100%	16,535	16,524	100%	1,069	4,583	77%
5230 PERS Employer Contributions	0	134	134	100%	489	489	100%	3	895	891	100%	4,578	4,575	100%	272	1,163	77%
Total Insured Benefits	0	1,506	1,506	100%	2,360	2,360	100%	29	10,032	10,003	100%	21,113	21,084	100%	3,038	13,041	77%
Total Personnel Services	0	4,059	4,059	100%	11,340	11,340	100%	89	27,035	26,946	100%	101,189	101,099	100%	8,197	35,143	77%
Goods & Services																	
6005 Seminars & training	0	417	417	100%	0	0	-	0	3,750	3,750	100%	0	0	-	1,250	5,000	75%
Total Staff Training	0	417	417	100%	0	0	-	0	3,750	3,750	100%	0	0	-	1,250	5,000	75%
6030 Travel - Per Diem & mileage reimbursement	0	167	167	100%	0	0	-	0	1,500	1,500	100%	0	0	-	500	2,000	75%
Total Travel & Entertainment	0	167	167	100%	0	0	-	0	1,500	1,500	100%	0	0	-	500	2,000	75%
6050 Office supplies	0	42	42	100%	0	0	-	0	375	375	100%	0	0	-	125	500	75%
6070 Postage & courier services	0	0	0	-	0	0	-	0	0	0	-	19	19	100%	0	0	-
Total Office Expense	0	42	42	100%	0	0	-	0	375	375	100%	19	19	100%	125	500	75%
6105 Telephone - mobile	52	0	(52)	-	53	1	2%	352	0	(352)	-	528	176	33%	352	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	0	0	-	0	0	-	0	0	0	-	380	380	100%	0	0	-
Total Utilities	52	0	(52)	-	53	1	2%	352	0	(352)	-	908	556	61%	352	0	-
6250 Legal services	0	2,083	2,083	100%	0	0	-	0	18,750	18,750	100%	0	0	-	6,250	25,000	75%

Financial Report - Actual vs. Budget
For Period Ending Mar 2022

amounts in \$US dollars

Fund: Dredge Fund

Department: Dredge Ops

Location: All

Budget: Adopted



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6255 Auditing	0	833	833	100%	0	0	-	0	7,500	7,500	100%	0	0	-	2,500	10,000	75%
6290 Commercial insurance	4,787	4,477	(310)	-7%	4,477	(310)	-7%	41,314	40,295	(1,018)	-3%	40,674	(639)	-2%	54,745	53,727	-2%
Total Professional Services	4,787	7,394	2,607	35%	4,477	(310)	-7%	41,314	66,545	25,232	38%	40,674	(639)	-2%	63,495	88,727	28%
6400 Small equipment & tools	0	0	0	-	0	0	-	214	0	(214)	-	0	(214)	-	214	0	-
6425 Operational supplies	0	4,167	4,167	100%	6,830	6,830	100%	0	37,500	37,500	100%	27,011	27,011	100%	12,500	50,000	75%
6430 Equipment Rental	0	0	0	-	0	0	-	0	0	0	-	5,104	5,104	100%	0	0	-
6450 Fuel - Gas	0	0	0	-	291	291	100%	0	0	0	-	1,432	1,432	100%	0	0	-
6455 Fuel - Diesel	0	0	0	-	22	22	100%	0	0	0	-	1,206	1,206	100%	0	0	-
Total Operational Expense	0	4,167	4,167	100%	7,143	7,143	100%	214	37,500	37,286	99%	34,753	34,539	99%	12,714	50,000	75%
6500 Repairs & maintenance equipment	0	5,417	5,417	100%	0	0	-	0	48,750	48,750	100%	16,646	16,646	100%	16,250	65,000	75%
6505 Repairs & maintenance vehicles	0	1,250	1,250	100%	0	0	-	81,681	11,250	(70,431)	-626%	6,987	(74,694)	-1069%	85,431	15,000	-470%
Total Repair and Maintenance	0	6,667	6,667	100%	0	0	-	81,681	60,000	(21,681)	-36%	23,633	(58,048)	-246%	101,681	80,000	-27%
Total Goods & Services	4,839	18,852	14,013	74%	11,673	6,834	59%	123,560	169,670	46,110	27%	99,986	(23,574)	-24%	180,117	226,227	20%
Total Expenses	4,839	22,911	18,072	79%	23,013	18,174	79%	123,650	196,706	73,056	37%	201,175	77,526	39%	188,314	261,370	28%
Operating Results	(4,839)	(1,118)	(3,721)	333%	(23,013)	18,174	-79%	(41,635)	(564)	(41,071)	7288%	(161,486)	119,852	-74%	(40,918)	153	-26844%
Other Income & Expenses																	
Other Income																	
4505 Interest - Bank	228	0	228	-	0	228	-	2,094	0	2,094	-	0	2,094	-	2,094	0	-
Total Other Income	228	0	228	-	0	228	-	2,094	0	2,094	-	0	2,094	-	2,094	0	-
Net Other Income	228	0	228	-	0	228	-	2,094	0	2,094	-	0	2,094	-	2,094	0	-
Net Result	(4,611)	(1,118)	(3,493)	313%	(23,013)	18,402	-80%	(39,541)	(564)	(38,978)	6917%	(161,486)	121,945	-76%	(38,825)	153	-25476%

Financial Report - Actual vs. Budget
For Period Ending Mar 2022

amounts in \$US dollars

Fund: General Fund Department: Charleston Ops Location: All Budget: Adopted



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Personnel Services	93,650	90,034	(3,616)	-4%	86,050	(7,600)	-9%	590,952	629,337	38,386	6%	629,369	38,418	6%	783,494	821,880	5%
Goods & Services																	
6005 Seminars & training	0	0	0	-	375	375	100%	0	0	0	-	375	375	100%	0	0	-
Total Staff Training	0	0	0	-	375	375	100%	0	0	0	-	375	375	100%	0	0	-
6020 Travel - airfare	0	42	42	100%	0	0	-	0	375	375	100%	0	0	-	125	500	75%
6025 Travel - lodging & transportation	0	83	83	100%	0	0	-	0	750	750	100%	584	584	100%	250	1,000	75%
6030 Travel - Per Diem & mileage reimbursement	0	21	21	100%	0	0	-	407	187	(220)	-117%	251	(157)	-63%	470	250	-88%
6035 Meals & Entertainment	0	25	25	100%	0	0	-	60	225	165	73%	0	(60)	-	135	300	55%
Total Travel & Entertainment	0	171	171	100%	0	0	-	468	1,537	1,070	70%	834	367	44%	980	2,050	52%
6050 Office supplies	0	0	0	-	(150)	(150)	100%	0	0	0	-	0	0	-	0	0	-
6055 Kitchen supplies	239	250	11	4%	86	(153)	-178%	1,304	2,250	946	42%	976	(328)	-34%	2,054	3,000	32%
6060 IT supplies	0	0	0	-	120	120	100%	0	0	0	-	120	120	100%	0	0	-
6070 Postage & courier services	0	83	83	100%	0	0	-	182	750	568	76%	257	75	29%	432	1,000	57%
6090 IT SW subscriptions & licenses	0	0	0	-	(55)	(55)	100%	0	0	0	-	0	0	-	0	0	-
Total Office Expense	239	333	94	28%	1	(239)	-41882%	1,486	3,000	1,514	50%	1,353	(133)	-10%	2,486	4,000	38%
6100 Telephone - landline	177	200	23	12%	182	5	3%	1,618	1,800	182	10%	1,656	39	2%	2,218	2,400	8%
6105 Telephone - mobile	532	530	(2)	0%	511	(21)	-4%	4,109	4,770	661	14%	4,470	361	8%	5,699	6,360	10%
6110 Internet services	1,145	1,405	260	18%	1,236	91	7%	11,094	12,645	1,551	12%	11,383	289	3%	15,309	16,860	9%
6115 Cable TV	919	948	29	3%	0	(919)	-	8,088	8,530	442	5%	7,364	(724)	-10%	10,932	11,373	4%
6130 Electricity	19,529	20,833	1,305	6%	21,389	1,861	9%	173,850	187,500	13,650	7%	162,763	(11,087)	-7%	236,350	250,000	5%
6131 Propane - Operations	194	125	(69)	-55%	77	(117)	-153%	1,444	1,125	(319)	-28%	678	(766)	-113%	1,819	1,500	-21%
6135 Water/Sewer	6,005	6,250	245	4%	5,327	(678)	-13%	70,143	56,250	(13,893)	-25%	56,518	(13,625)	-24%	88,893	75,000	-19%
6140 Garbage/Sanitation Collection	6,676	5,833	(843)	-14%	3,272	(3,404)	-104%	57,559	52,500	(5,059)	-10%	42,401	(15,159)	-36%	75,059	70,000	-7%
6145 Hazardous material disposal	150	333	183	55%	215	65	30%	5,967	3,000	(2,967)	-99%	1,495	(4,472)	-299%	6,967	4,000	-74%
6150 Derelict boat disposal	1,790	1,250	(540)	-43%	0	(1,790)	-	4,406	11,250	6,844	61%	15	(4,391)	-29270%	8,156	15,000	46%
6155 Environmental Remediation/Mitigation/Monitoring	1,011	250	(761)	-304%	593	(418)	-70%	5,420	2,250	(3,170)	-141%	2,131	(3,288)	-154%	6,170	3,000	-106%
Total Utilities	38,128	37,958	(170)	0%	32,802	(5,326)	-16%	343,698	341,620	(2,079)	-1%	290,876	(52,823)	-18%	457,572	455,493	0%
6200 Temporary/Contract help	0	2,917	2,917	100%	7,709	7,709	100%	16,709	26,250	9,541	36%	42,465	25,756	61%	25,459	35,000	27%
6205 Janitorial services	56	55	(1)	-1%	75	19	26%	293	495	202	41%	269	(24)	-9%	458	660	31%
6210 Vending machine services	0	125	125	100%	0	0	-	1,156	1,125	(31)	-3%	1,328	172	13%	1,531	1,500	-2%
6245 Legal advertising	0	108	108	100%	209	209	100%	1,430	975	(455)	-47%	778	(652)	-84%	1,755	1,300	-35%
6250 Legal services	0	0	0	-	0	0	-	713	0	(713)	-	1,425	713	50%	713	0	-
6260 Consulting services	374	582	208	36%	0	(374)	-	4,358	5,235	877	17%	0	(4,358)	-	6,103	6,980	13%
6270 Contracted Services	0	0	0	-	2	2	100%	0	0	0	-	5,477	5,477	100%	0	0	-
6290 Commercial insurance	7,940	7,908	(32)	0%	7,733	(208)	-3%	70,356	71,175	819	1%	63,844	(6,513)	-10%	94,081	94,900	1%
Total Professional Services	8,370	11,695	3,325	28%	15,728	7,357	47%	95,015	105,255	10,240	10%	115,586	20,571	18%	130,100	140,340	7%
6350 Employee sponsorships	0	0	0	-	0	0	-	786	0	(786)	-	0	(786)	-	786	0	-
Total Marketing Expense	0	0	0	-	0	0	-	786	0	(786)	-	0	(786)	-	786	0	-
6400 Small equipment & tools	2,344	500	(1,844)	-369%	249	(2,094)	-840%	4,730	4,500	(230)	-5%	1,566	(3,164)	-202%	6,230	6,000	-4%
6405 Safety/hazardous materials	0	0	0	-	(10)	(10)	100%	639	0	(639)	-	11,041	10,402	94%	639	0	-
6410 Signage	0	63	63	100%	147	147	100%	132	563	431	77%	147	15	10%	319	750	57%
6415 Clothing	0	425	425	100%	0	0	-	872	3,825	2,953	77%	1,343	471	35%	2,147	5,100	58%
6420 Janitorial supplies	65	1,042	977	94%	1,734	1,670	96%	11,145	9,375	(1,770)	-19%	9,160	(1,985)	-22%	14,270	12,500	-14%
6425 Operational supplies	4,993	10,000	5,007	50%	1,418	(3,575)	-252%	137,286	90,000	(47,286)	-53%	4,559	(132,727)	-2911%	167,286	120,000	-39%

Financial Report - Actual vs. Budget
For Period Ending Mar 2022

amounts in \$US dollars

Fund: General Fund Department: Charleston Ops Location: All Budget: Adopted



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD			Jul 2021 - Jun 2022		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6430 Equipment Rental	2,240	833	(1,407)	-169%	0	(2,240)	-	2,341	7,500	5,159	69%	0	(2,341)	-	4,841	10,000	52%
6450 Fuel - Gas	1,850	1,167	(683)	-59%	0	(1,850)	-	7,252	10,500	3,248	31%	5,907	(1,345)	-23%	10,752	14,000	23%
6455 Fuel - Diesel	208	83	(125)	-150%	146	(62)	-42%	1,806	750	(1,056)	-141%	340	(1,466)	-432%	2,056	1,000	-106%
6481 Propane - Retail	804	417	(387)	-93%	568	(236)	-41%	8,291	3,750	(4,541)	-121%	4,272	(4,019)	-94%	9,541	5,000	-91%
Total Operational Expense	12,503	14,529	2,026	14%	4,253	(8,250)	-194%	174,494	130,763	(43,732)	-33%	38,335	(136,160)	-355%	218,082	174,350	-25%
6500 Repairs & maintenance equipment	1,450	6,250	4,800	77%	1,459	9	1%	29,297	56,250	26,953	48%	28,983	(314)	-1%	48,047	75,000	36%
6505 Repairs & maintenance vehicles	53	1,694	1,642	97%	937	885	94%	3,903	15,249	11,346	74%	31,425	27,522	88%	8,986	20,332	56%
6510 Repairs & maintenance buildings	(1,935)	3,741	5,676	152%	1,263	3,198	253%	15,833	33,666	17,833	53%	5,310	(10,523)	-198%	27,055	44,888	40%
6515 Repairs & maintenance land improvements	0	250	250	100%	178	178	100%	1,038	2,250	1,212	54%	2,138	1,101	51%	1,788	3,000	40%
6520 Repairs & maintenance docks	10,957	4,167	(6,791)	-163%	126	(10,832)	-8610%	19,415	37,500	18,085	48%	3,842	(15,573)	-405%	31,915	50,000	36%
6540 Marina dredging	0	0	0	-	0	0	-	0	0	0	-	37,860	37,860	100%	0	0	-
6575 Waterway Leases	0	2,917	2,917	100%	29,749	29,749	100%	34,492	26,250	(8,242)	-31%	33,482	(1,010)	-3%	43,242	35,000	-24%
6580 Permits	269	475	206	43%	0	(269)	-	4,554	4,275	(279)	-7%	5,261	707	13%	5,979	5,700	-5%
Total Repair and Maintenance	10,794	19,493	8,699	45%	33,713	22,918	68%	108,533	175,440	66,907	38%	148,302	39,769	27%	167,013	233,920	29%
Total Goods & Services	70,035	84,179	14,145	17%	86,871	16,836	19%	724,479	757,615	33,136	4%	595,660	(128,819)	-22%	977,018	1,010,153	3%
Total Expenses	163,685	174,214	10,529	6%	172,921	9,237	5%	1,315,431	1,386,952	71,521	5%	1,225,029	(90,402)	-7%	1,760,512	1,832,033	4%
Operating Results	(19,941)	(28,836)	8,895	-31%	(8,114)	(11,827)	146%	426,009	230,616	195,394	85%	267,049	158,960	60%	603,214	407,820	48%
Other Income & Expenses																	
Other Income																	
4450 Lodging Tax	0	0	0	-	0	0	-	99	0	99	-	137	(38)	-28%	99	0	-
4650 Grants Received - MAP	0	0	0	-	0	0	-	0	5,175	(5,175)	-100%	0	0	-	0	5,175	-100%
4905 Other	126	0	126	-	0	126	-	59,312	0	59,312	-	45	59,267	131704%	59,312	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	0	0	0	-	8,668	(8,668)	-100%	0	0	-
Total Other Income	126	0	126	-	0	126	-	59,411	5,175	54,236	1048%	8,850	50,561	571%	59,411	5,175	1048%
Other Expenses																	
Taxes & Misc Expenses																	
6720 Property Tax - Sublet Facilities	0	0	0	-	-	-	-	10,112	10,000	(112)	-1%	9,841	(271)	-3%	10,112	10,000.00	-1%
6755 Insurance Claims	0	0	0	-	0	0	-	65,150	0	(65,150)	-	9,168	(55,982)	-611%	65,150	0	-
Total Taxes & Misc Expenses	-	-	-	-	0	0	-	75,262	10,000.00	(65,262)	-653%	19,009	(56,253)	-296%	75,262	10,000.00	-653%
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	218,878	290,261	71,383	25%	87,170	(131,709)	-151%	218,878	290,261	25%
7010 Interest payment	0	0	0	-	0	0	-	129,488	61,282	(68,206)	-111%	86,190	(43,299)	-50%	129,488	61,282	-111%
7020 Vehicle Principal repayment	759	756	(3)	0%	436	(323)	-74%	8,059	6,800	(1,259)	-19%	3,909	(4,150)	-106%	10,325	9,066	-14%
7025 Vehicle Interest payment	45	48	3	7%	16	(30)	-190%	697	436	(261)	-60%	152	(545)	-358%	842	581	-45%
8010 CIP Buildings	2,748	13,333	10,585	79%	10,000	7,252	73%	2,748	120,000	117,252	98%	10,000	7,252	73%	42,748	160,000	73%
8011 CIP Docks	0	8,583	8,583	100%	0	0	-	99,500	77,250	(22,250)	-29%	0	(99,500)	-	125,250	103,000	-22%
8020 CIP Machinery & Equipment	68,494	0	(68,494)	-	0	(68,494)	-	68,494	0	(68,494)	-	14,860	(53,634)	-361%	68,494	0	-
Total Debt Services	72,046	22,721	(49,325)	-217%	10,451	(61,595)	-589%	527,864	556,028	28,164	5%	202,280	(325,584)	-161%	596,026	624,190	5%
Total Other Expenses	72,046	22,721	(49,325)	-217%	10,451	(61,595)	-589%	603,127	566,028	(37,099)	-7%	221,290	(381,837)	-173%	671,289	634,190	-6%
Net Other Income	(71,920)	(22,721)	(49,200)	217%	(10,451)	(61,469)	588%	(543,716)	(560,853)	17,137	-3%	(212,439)	(331,277)	156%	(611,878)	(629,015)	-3%
Net Result	(91,861)	(51,556)	(40,305)	78%	(18,565)	(73,296)	395%	(117,707)	(330,237)	212,531	-64%	54,610	(172,316)	-316%	(8,664)	(221,195)	-96%

Financial Report - Actual vs. Budget
For Period Ending Mar 2022

amounts in \$US dollars

Fund: General Fund

Department: External Affairs

Location: All

Budget: Adopted



External Affairs	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4180 Merchandise	4	0	4	-	0	4	-	78	0	78	-	40	38	95%	78	0	-
4290 Other	15,025	33	14,992	44980%	0	15,025	-	45,050	300	44,750	14918%	75	44,975	59967%	45,150	400	11188%
Total Operating Income	15,029	33	14,996	44992%	0	15,029	-	45,128	300	44,828	14944%	115	45,013	39142%	45,228	400	11207%
Expenses																	
Personnel Services																	
5005 Salaries	10,627	10,637	11	0%	10,293	(333)	-3%	68,049	70,850	2,801	4%	64,348	(3,701)	-6%	89,296	92,097	3%
5010 Other compensation	0	286	286	100%	0	0	-	0	1,908	1,908	100%	0	0	-	572	2,480	77%
Total Compensation	10,627	10,924	297	3%	10,293	(333)	-3%	68,049	72,757	4,709	6%	64,348	(3,701)	-6%	89,868	94,577	5%
5100 Federal Payroll taxes	809	836	27	3%	782	(27)	-4%	5,173	5,566	393	7%	4,888	(285)	-6%	6,842	7,235	5%
5105 State Payroll taxes	2	0	(2)	-	2	1	26%	13	0	(13)	-	15	1	9%	13	0	-
5110 Unemployment Insurance	307	142	(165)	-117%	286	(21)	-7%	715	943	229	24%	659	(56)	-8%	997	1,226	19%
5115 Workers compensation	37	45	9	19%	26	(10)	-39%	329	301	(27)	-9%	236	(93)	-39%	419	392	-7%
Total Payroll Taxes	1,154	1,023	(132)	-13%	1,096	(58)	-5%	6,229	6,811	581	9%	5,797	(432)	-7%	8,272	8,853	7%
5200 Medical insurance	1,090	1,208	119	10%	1,133	43	4%	9,808	10,876	1,068	10%	10,194	386	4%	13,434	14,502	7%
5205 Dental insurance	108	108	0	0%	105	(3)	-3%	969	969	0	0%	942	(27)	-3%	1,291	1,291	0%
5215 Term life insurance	25	13	(13)	-100%	12	(13)	-114%	124	113	(12)	-10%	147	23	15%	162	150	-8%
5220 Long Term Disability insurance	94	47	(47)	-100%	41	(52)	-126%	463	421	(41)	-10%	332	(131)	-40%	603	562	-7%
5225 PERS Employee Contributions	2,236	2,238	2	0%	1,299	(936)	-72%	14,371	14,907	536	4%	12,062	(2,309)	-19%	18,841	19,377	3%
5230 PERS Employer Contributions	638	638	1	0%	408	(229)	-56%	4,083	4,251	168	4%	3,791	(292)	-8%	5,358	5,526	3%
Total Insured Benefits	4,189	4,252	62	1%	2,998	(1,191)	-40%	29,817	31,536	1,720	5%	27,467	(2,350)	-9%	39,688	41,408	4%
Total Personnel Services	15,970	16,198	228	1%	14,388	(1,582)	-11%	104,095	111,105	7,010	6%	97,612	(6,483)	-7%	137,828	144,838	5%
Goods & Services																	
6020 Travel - airfare	0	42	42	100%	0	0	-	0	375	375	100%	0	0	-	125	500	75%
6025 Travel - lodging & transportation	0	154	154	100%	0	0	-	0	1,388	1,388	100%	0	0	-	462	1,850	75%
6030 Travel - Per Diem & mileage reimbursement	0	103	103	100%	0	0	-	0	925	925	100%	0	0	-	309	1,234	75%
6035 Meals & Entertainment	666	73	(594)	-814%	0	(666)	-	811	656	(155)	-24%	0	(811)	-	1,030	875	-18%
Total Travel & Entertainment	666	372	(295)	-79%	0	(666)	-	811	3,344	2,533	76%	0	(811)	-	1,926	4,459	57%
6050 Office supplies	0	42	42	100%	0	0	-	101	375	274	73%	13	(88)	-687%	226	500	55%
6075 Memberships & dues	2,476	2,392	(85)	-4%	4,229	1,752	41%	21,886	21,525	(361)	-2%	23,454	1,568	7%	29,061	28,700	-1%
Total Office Expense	2,476	2,433	(43)	-2%	4,229	1,752	41%	21,986	21,900	(86)	0%	23,466	1,480	6%	29,286	29,200	0%

Financial Report - Actual vs. Budget
For Period Ending Mar 2022

amounts in \$US dollars

Fund: General Fund

Department: External Affairs

Location: All

Budget: Adopted



External Affairs	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6260 Consulting services	0	1,062	1,062	100%	0	0	-	481	9,555	9,074	95%	0	(481)	-	3,666	12,740	71%
6270 Contracted Services	0	0	0	-	0	0	-	0	0	0	-	721	721	100%	0	0	-
Total Professional Services	0	1,062	1,062	100%	0	0	-	481	9,555	9,074	95%	721	240	33%	3,666	12,740	71%
6310 Marketing supplies	0	396	396	100%	0	0	-	215	3,562	3,347	94%	190	(25)	-13%	1,403	4,750	70%
6315 Advertising	1	1,375	1,374	100%	0	(1)	-	3,830	12,371	8,541	69%	6,651	2,821	42%	7,954	16,495	52%
6320 Cargo recruitment & development	0	0	0	-	0	0	-	185	0	(185)	-	0	(185)	-	185	0	-
6340 Legislative support	20,726	7,167	(13,559)	-189%	8,223	(12,504)	-152%	108,462	64,500	(43,962)	-68%	61,380	(47,082)	-77%	129,962	86,000	-51%
6345 Community affairs	0	454	454	100%	0	0	-	1,500	4,088	2,588	63%	1,450	(50)	-3%	2,862	5,450	47%
Total Marketing Expense	20,727	9,391	(11,336)	-121%	8,223	(12,505)	-152%	114,192	84,521	(29,671)	-35%	69,671	(44,521)	-64%	142,366	112,695	-26%
Total Goods & Services	23,870	13,258	(10,612)	-80%	12,451	(11,419)	-92%	137,470	119,321	(18,150)	-15%	93,858	(43,612)	-46%	177,244	159,094	-11%
Total Expenses	39,840	29,456	(10,384)	-35%	26,839	(13,001)	-48%	241,565	230,425	(11,140)	-5%	191,470	(50,095)	-26%	315,072	303,932	-4%
Operating Results	(24,811)	(29,422)	4,611	-16%	(26,839)	2,028	-8%	(196,437)	(230,125)	33,688	-15%	(191,355)	(5,082)	3%	(269,844)	(303,532)	-11%
Other Income & Expenses																	
Other Income																	
Other Expenses																	
Taxes & Misc Expenses																	
Debt Services																	
Net Result	(24,811)	(29,422)	4,611	-16%	(26,839)	2,028	-8%	(196,437)	(230,125)	33,688	-15%	(191,355)	(5,082)	3%	(269,844)	(303,532)	-11%

Financial Report - Actual vs. Budget
For Period Ending Mar 2022
amounts in \$US dollars



Fund: General Fund Department: Port Ops Location: All Budget: Adopted

Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	15,668	10,328	5,339	52%	10,328	5,339	52%	106,630	92,955	13,675	15%	83,467	23,164	28%	137,615	123,940	11%
4010 Property Agreements	6,059	7,975	(1,916)	-24%	5,696	363	6%	67,972	71,775	(3,803)	-5%	60,800	7,172	12%	91,897	95,700	-4%
4290 Other	0	0	0	-	0	0	-	5,000	0	5,000	-	0	5,000	-	5,000	0	-
Total Operating Income	21,726	18,303	3,423	19%	16,024	5,702	36%	179,603	164,730	14,873	9%	144,267	35,336	24%	234,513	219,640	7%
Expenses																	
Personnel Services																	
5005 Salaries	48,287	58,185	9,898	17%	13,269	(35,018)	-264%	311,969	387,545	75,576	20%	82,939	(229,030)	-276%	428,187	503,763	15%
5010 Other compensation	0	1,554	1,554	100%	0	0	-	0	10,350	10,350	100%	0	0	-	3,103	13,453	77%
5015 Overtime	0	233	233	100%	0	0	-	108	1,555	1,447	93%	0	(108)	-	574	2,021	72%
Total Compensation	48,287	59,972	11,685	19%	13,269	(35,018)	-264%	312,076	399,449	87,373	22%	82,939	(229,138)	-276%	431,864	519,237	17%
5100 Federal Payroll taxes	3,639	4,588	949	21%	1,015	(2,624)	-258%	23,383	30,558	7,175	23%	6,345	(17,038)	-269%	32,547	39,722	18%
5105 State Payroll taxes	15	0	(15)	-	2	(13)	-564%	103	0	(103)	-	14	(90)	-649%	103	0	-
5110 Unemployment Insurance	1,380	1,157	(223)	-19%	372	(1,008)	-271%	5,765	7,704	1,939	25%	867	(4,898)	-565%	8,075	10,014	19%
5115 Workers compensation	37	2,089	2,053	98%	26	(10)	-39%	329	13,915	13,586	98%	236	(93)	-39%	4,502	18,088	75%
Total Payroll Taxes	5,070	7,834	2,763	35%	1,415	(3,655)	-258%	29,580	52,177	22,597	43%	7,462	(22,118)	-296%	45,227	67,824	33%
5200 Medical insurance	4,266	8,685	4,418	51%	0	(4,266)	-	50,723	78,161	27,438	35%	0	(50,723)	-	76,776	104,214	26%
5205 Dental insurance	374	670	296	44%	50	(324)	-650%	4,305	6,031	1,726	29%	394	(3,911)	-993%	6,315	8,041	21%
5215 Term life insurance	163	113	(50)	-44%	12	(151)	-1289%	907	1,013	106	10%	154	(753)	-490%	1,244	1,350	8%
5220 Long Term Disability insurance	390	257	(132)	-51%	48	(341)	-705%	2,055	2,314	259	11%	387	(1,667)	-431%	2,826	3,085	8%
5225 PERS Employee Contributions	9,714	12,291	2,577	21%	1,689	(8,025)	-475%	62,856	81,867	19,010	23%	15,506	(47,350)	-305%	87,407	106,417	18%
5230 PERS Employer Contributions	2,770	3,505	735	21%	531	(2,239)	-422%	17,859	23,346	5,487	24%	4,874	(12,985)	-266%	24,860	30,347	18%
Total Insured Benefits	17,677	25,520	7,844	31%	2,329	(15,347)	-659%	138,704	192,730	54,026	28%	21,314	(117,390)	-551%	199,428	253,454	21%
Total Personnel Services	71,034	93,326	22,292	24%	17,014	(54,020)	-318%	480,360	644,357	163,996	25%	111,715	(368,646)	-330%	676,519	840,515	20%
Goods & Services																	
6020 Travel - airfare	0	83	83	100%	0	0	-	0	750	750	100%	0	0	-	250	1,000	75%
6025 Travel - lodging & transportation	0	167	167	100%	0	0	-	0	1,500	1,500	100%	0	0	-	500	2,000	75%
6030 Travel - Per Diem & mileage reimbursement	0	8	8	100%	0	0	-	0	75	75	100%	0	0	-	25	100	75%
6035 Meals & Entertainment	0	21	21	100%	0	0	-	59	187	129	69%	16	(43)	-268%	121	250	51%
Total Travel & Entertainment	0	279	279	100%	0	0	-	59	2,512	2,454	98%	16	(43)	-268%	896	3,350	73%
6130 Electricity	1,393	150	(1,243)	-828%	130	(1,263)	-975%	2,940	1,350	(1,590)	-118%	1,182	(1,758)	-149%	3,390	1,800	-88%
6131 Propane - Operations	0	0	0	-	0	0	-	88	0	(88)	-	0	(88)	-	88	0	-
6135 Water/Sewer	458	0	(458)	-	0	(458)	-	585	0	(585)	-	0	(585)	-	585	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	208	208	100%	223	223	100%	538	1,875	1,337	71%	1,021	483	47%	1,163	2,500	53%
Total Utilities	1,851	358	(1,493)	-417%	352	(1,499)	-426%	4,150	3,225	(925)	-29%	2,202	(1,948)	-88%	5,225	4,300	-22%

Financial Report - Actual vs. Budget
For Period Ending Mar 2022
amounts in \$US dollars

Fund: General Fund Department: Port Ops Location: All Budget: Adopted



Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6200 Temporary/Contract help	3,240	0	(3,240)	-	0	(3,240)	-	17,448	6,000	(11,448)	-191%	0	(17,448)	-	17,448	6,000	-191%
6245 Legal advertising	0	125	125	100%	0	0	-	522	1,125	603	54%	0	(522)	-	897	1,500	40%
6260 Consulting services	5,040	10,583	5,543	52%	0	(5,040)	-	15,323	95,250	79,927	84%	0	(15,323)	-	47,073	127,000	63%
6270 Contracted Services	0	0	0	-	0	0	-	0	0	0	-	1,775	1,775	100%	0	0	-
6290 Commercial insurance	2,240	838	(1,402)	-167%	901	(1,338)	-148%	12,127	7,541	(4,586)	-61%	7,489	(4,638)	-62%	14,640	10,054	-46%
Total Professional Services	10,520	11,546	1,027	9%	901	(9,618)	-1067%	45,421	109,916	64,495	59%	9,264	(36,156)	-390%	80,059	144,554	45%
6400 Small equipment & tools	326	42	(284)	-682%	0	(326)	-	461	375	(86)	-23%	0	(461)	-	586	500	-17%
6405 Safety/hazardous materials	1,139	1,667	528	32%	514	(625)	-122%	5,965	15,000	9,035	60%	7,815	1,850	24%	10,965	20,000	45%
6410 Signage	67	83	16	19%	0	(67)	-	67	750	683	91%	0	(67)	-	317	1,000	68%
6415 Clothing	0	96	96	100%	0	0	-	0	862	862	100%	0	0	-	288	1,150	75%
6425 Operational supplies	125	63	(63)	-100%	0	(125)	-	416	563	147	26%	0	(416)	-	603	750	20%
6455 Fuel - Diesel	63	0	(63)	-	0	(63)	-	63	0	(63)	-	0	(63)	-	63	0	-
Total Operational Expense	1,720	1,950	230	12%	514	(1,206)	-235%	6,972	17,550	10,578	60%	7,815	844	11%	12,822	23,400	45%
6510 Repairs & maintenance buildings	802	0	(802)	-	0	(802)	-	1,064	0	(1,064)	-	0	(1,064)	-	1,064	0	-
6515 Repairs & maintenance land improvements	226	208	(18)	-9%	0	(226)	-	226	1,875	1,649	88%	0	(226)	-	851	2,500	66%
6520 Repairs & maintenance docks	0	0	0	-	0	0	-	32	0	(32)	-	126	93	74%	32	0	-
6575 Waterway Leases	0	0	0	-	0	0	-	2,250	0	(2,250)	-	0	(2,250)	-	2,250	0	-
6580 Permits	(125)	83	209	250%	0	125	-	357	750	393	52%	339	(18)	-5%	607	1,000	39%
Total Repair and Maintenance	902	292	(611)	-209%	0	(902)	-	3,930	2,625	(1,305)	-50%	465	(3,465)	-746%	4,805	3,500	-37%
Total Goods & Services	14,993	14,425	(568)	-4%	1,767	(13,226)	-748%	60,531	135,828	75,297	55%	19,762	(40,769)	-206%	103,807	179,104	42%
Total Expenses	86,028	107,751	21,724	20%	18,781	(67,246)	-358%	540,892	780,184	239,293	31%	131,477	(409,415)	-311%	780,326	1,019,619	23%
Operating Results	(64,301)	(89,448)	25,147	-28%	(2,757)	(61,544)	2232%	(361,289)	(615,455)	254,166	-41%	12,790	(374,079)	-2925%	(545,813)	(799,979)	-32%
4695 Grants Received - Other	0	0	0	-	0	0	-	3,000	3,000	0	0%	0	3,000	-	8,000	8,000	0%
4905 Other	221,501	0	221,501	-	0	221,501	-	221,501	0	221,501	-	0	221,501	-	221,501	0	-
Total Other Income	221,501	0	221,501	-	0	221,501	-	224,501	3,000	221,501	7383%	0	224,501	-	229,501	8,000	2769%
Taxes & Misc Expenses																	
6720 Property Tax - Sublet Facilities	125	0	(125)	-	0	(125)	-	125	0	(125)	-	0	(125)	-	125	0	-
6745 Banking fees	2,214	833	(1,381)	-166%	0	(2,214)	-	20,645	7,500	(13,145)	-175%	0	(20,645)	-	23,145	10,000	-131%
Total Taxes & Misc Expenses	2,339	833	(1,506)	-181%	0	(2,339)	-	20,770	7,500	(13,270)	-177%	0	(20,770)	-	23,270	10,000	-133%
7010 Interest payment	2,492	9,583	7,091	74%	0	(2,492)	-	10,455	86,250	75,795	88%	0	(10,455)	-	39,205	115,000	66%
8020 CIP Machinery & Equipment	6,760	0	(6,760)	-	0	(6,760)	-	6,760	0	(6,760)	-	0	(6,760)	-	6,760	0	-
Total Debt Services	9,252	9,583	331	3%	0	(9,252)	-	17,215	86,250	69,035	80%	0	(17,215)	-	45,965	115,000	60%
Total Other Expenses	11,592	10,417	(1,175)	-11%	0	(11,592)	-	37,984	93,750	55,766	59%	0	(37,984)	-	69,234	125,000	45%
Net Other Income	209,909	(10,417)	220,326	-2115%	0	209,909	-	186,517	(90,750)	277,267	-306%	0	186,517	-	160,267	(117,000)	-237%
Net Result	145,608	(99,865)	245,473	-246%	(2,757)	148,365	-5381%	(174,772)	(706,204)	531,433	-75%	12,790	(187,562)	-1466%	(385,546)	(916,979)	-58%

Financial Report - Actual vs. Budget
For Period Ending Mar 2022

amounts in \$US dollars

Fund: General Fund Department: Rail Ops Location: All Budget: Adopted



Rail Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Mar 2022				Mar 2021			Jul 2021 - Mar 2022				Jul 2021 - Jun 2022					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Prior FYTD vs Current FYTD Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4010 Property Agreements	38,167	33,612	4,555	14%	39,375	(1,208)	-3%	220,329	180,055	40,274	22%	210,925	9,404	4%	284,274	244,000	17%
4235 Customer Discounts	0	0	0	-	0	0	-	0	0	0	-	(3,950)	3,950	-100%	0	0	-
4260 Rail Operations Revenue	39,164	38,455	709	2%	29,902	9,263	31%	262,048	304,798	(42,750)	-14%	201,296	60,753	30%	379,284	422,034	-10%
4265 Rail Surcharges	44,819	45,885	(1,065)	-2%	34,630	10,189	29%	307,140	357,382	(50,243)	-14%	242,240	64,900	27%	441,252	491,495	-10%
4290 Other	0	0	0	-	0	0	-	0	0	0	-	0	0	-	786,453	786,453	0%
Total Operating Income	122,151	117,952	4,198	4%	103,907	18,244	18%	789,517	842,236	(52,719)	-6%	650,511	139,006	21%	1,891,263	1,943,982	-3%
Expenses																	
Personnel Services																	
Goods & Services																	
6035 Meals & Entertainment	0	0	0	-	0	0	-	0	0	0	-	40	40	100%	0	0	-
Total Travel & Entertainment	0	0	0	-	0	0	-	0	0	0	-	40	40	100%	0	0	-
6060 IT supplies	0	0	0	-	0	0	-	0	0	0	-	40	40	100%	0	0	-
Total Office Expense	0	0	0	-	0	0	-	0	0	0	-	40	40	100%	0	0	-
6260 Consulting services	0	8,750	8,750	100%	0	0	-	85,573	78,750	(6,823)	-9%	41,723	(43,850)	-105%	111,823	105,000	-6%
6270 Contracted Services	0	0	0	-	250	250	100%	0	0	0	-	268	268	100%	0	0	-
6290 Commercial insurance	3,528	3,039	(488)	-16%	3,042	(486)	-16%	30,250	27,354	(2,896)	-11%	26,280	(3,970)	-15%	39,368	36,472	-8%
Total Professional Services	3,528	11,789	8,262	70%	3,292	(236)	-7%	115,823	106,104	(9,719)	-9%	68,271	(47,552)	-70%	151,191	141,472	-7%
6410 Signage	0	667	667	100%	0	0	-	0	6,000	6,000	100%	0	0	-	2,000	8,000	75%
Total Operational Expense	0	667	667	100%	0	0	-	0	6,000	6,000	100%	0	0	-	2,000	8,000	75%
6505 Repairs & maintenance vehicles	0	0	0	-	0	0	-	830	0	(830)	-	20,963	20,133	96%	830	0	-
6510 Repairs & maintenance buildings	0	0	0	-	0	0	-	3,684	0	(3,684)	-	11,651	7,967	68%	3,684	0	-
6515 Repairs & maintenance land improve	14,660	0	(14,660)	-	0	(14,660)	-	14,660	0	(14,660)	-	37,462	22,802	61%	14,660	0	-
Total Repair and Maintenance	14,660	342	(14,318)	-4191%	0	(14,660)	-	19,174	3,075	(16,099)	-524%	70,076	50,902	73%	20,199	4,100	-393%
Total Goods & Services	18,188	12,798	(5,390)	-42%	3,292	(14,896)	-453%	134,997	115,179	(19,818)	-17%	138,427	3,430	2%	173,390	153,572	-13%
Total Expenses	18,188	12,798	(5,390)	-42%	3,292	(14,896)	-453%	134,997	115,179	(19,818)	-17%	138,427	3,430	2%	173,390	153,572	-13%
Operating Results	103,963	105,155	(1,192)	-1%	100,615	3,348	3%	654,520	727,057	(72,537)	-10%	512,084	142,436	28%	1,717,873	1,790,410	-4%
Other Income & Expenses																	
Other Income																	
4480 Tax Credits	0	0	0	-	0	0	-	439,582	720,000	(280,418)	-39%	317,100	122,482	39%	439,582	720,000	-39%
4915 Insurance Reimbursement	33,660	0	33,660	-	0	33,660	-	34,427	0	34,427	-	1,328	33,099	2493%	34,427	0	-
Total Other Income	33,660	0	33,660	-	0	33,660	-	474,009	720,000	(245,991)	-34%	318,428	155,581	49%	474,009	720,000	-34%
Other Expenses																	
6755 Insurance Claims	0	0	0	-	0	0	-	17,560	0	(17,560)	-	0	(17,560)	-	17,560	0	-
Total Taxes & Misc Expenses	0	0	0	-	0	0	-	17,560	0	(17,560)	-	0	(17,560)	-	17,560	0	-
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	479,402	389,754	(89,648)	-23%	363,311	(116,091)	-32%	479,402	389,754	-23%
7010 Interest payment	0	0	0	-	0	0	-	26,362	291,794	265,432	91%	318,591	292,229	92%	26,362	291,794	91%
7020 Principal repayment - Vehicles	21,335	1,047	(20,288)	-1938%	1,044	(20,292)	-1944%	29,706	9,423	(20,283)	-215%	9,383	(20,323)	-217%	32,847	12,564	-161%
7025 Interest payment - Vehicles	11	12	1	6%	15	4	26%	114	110	(5)	-4%	150	36	24%	151	146	-3%
8012 CIP Construction Tunnels	0	0	0	-	(5,456)	(5,456)	100%	0	0	0	-	(2,728)	(2,728)	100%	0	0	-
8013 CIP Construction Bridges	0	66,667	66,667	100%	0	0	-	853,192	600,000	(253,192)	-42%	0	(853,192)	-	1,053,192	800,000	-32%
8015 CIP Land Improvements	0	0	0	-	83,862	83,862	100%	0	0	0	-	83,862	83,862	100%	0	0	-
8016 CIP Construction Track	0	8,333	8,333	100%	0	0	-	0	75,000	75,000	100%	0	0	-	25,000	100,000	75%
8020 CIP Machinery & Equipment	0	0	0	-	0	0	-	21,864	0	(21,864)	-	45,048	23,184	51%	21,864	0	-
8025 CIP Mobile Equipment	0	0	0	-	0	0	-	1,000	0	(1,000)	-	25,000	24,000	96%	1,000	0	-
Total Debt Services	21,347	76,059	54,712	72%	79,465	58,118	73%	1,411,639	1,366,081	(45,559)	-3%	842,617	(569,022)	-68%	1,639,817	1,594,258	-3%
Total Other Expenses	21,347	76,059	54,712	72%	79,465	58,118	73%	1,429,199	1,366,081	(63,119)	-5%	842,617	(586,582)	-70%	1,657,377	1,594,258	-4%
Net Other Income	12,313	(76,059)	88,372	-116%	(79,465)	91,778	-115%	(955,190)	(646,081)	(309,110)	48%	(524,189)	(431,001)	82%	(1,183,368)	(874,258)	35%
Net Result	116,276	29,095	87,180	300%	21,150	95,126	450%	(300,670)	80,976	(381,647)	-471%	(12,105)	(288,565)	2384%	534,505	916,152	-42%



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Margaret Barber, Director of External Affairs and Business Development

DATE: May 10, 2022

SUBJECT: Commercial/External Affairs/Marketing Management Report

Commercial:

Staff continue to work with inquiries interested in establishing operations at Terminal One in Coos Bay. Staff hosted an inquiry this month for a two-day visit to the Port and tour of the Terminal One facility. Staff participated in meetings with six new and existing customers across business lines looking to either establish a footprint on Port property or expand existing operations.

Staff also participated in a meeting with two existing rail customers to seek feedback on service to determine opportunities for expanded services.

Staff are working to develop pricing structures for both ground leasing and tariff rates as the Port continues to work toward an executed contract with NorthPoint Development. Staff are also conducting an analysis of commodities and trade routes shipped to and from the U.S. West Coast to guide efforts in targeting profitable market segments to move through Terminal One. Staff hosted three listening sessions regarding the future use of Terminal One for property owners along the rail line within the city limits of Coos Bay and North Bend.

Staff continue to work with consultants from NorthPoint Development on outreach activities and to solicit letters of support for the Mega Grant package.

Staff participated in meetings with four inquiries interested in Coos Bay as a location for future business operations.

Port Property:

Monthly Commercial lease revenue for the month of April 2022 was up 37.5% over April 2021. This increase is due in part to the new lease revenues being generated from the Hub building leases, as well as an increase in the properties rented out in the Charleston Marina Complex over last year.

Vacant Port owned properties include the Fishermen's Wharf and the two small office spaces adjacent to the Charleston Post Office, individual offices in the shared space of the Hub Building, as well as 147 S. Broadway in the Hub Building. Staff received notice from the Coastal Center on the second floor of the Hub Building that they will be vacating that space in July of 2022 as they have purchased a building. Staff are working to actively market this space to find a new tenant.

The Port received one inquiry for the Fishermen's Wharf facility. Staff also received three inquiries for the space located at 147 S. Broadway, which resulted in one showing. An inquiry was also received for two of the vacant office spaces in the shared space with the Chamber of Commerce and Shoji Planning. Two new inquiries were received for available space at Terminal One.

Marketing, Media, and Outreach:

Staff provided updates to the Cities of North Bend and Coos Bay City Councils and representatives from the Ko-Kwel Tribe on the Terminal One project, as well as to answer questions and receive feedback on future planning. A meeting and tour of Terminal One took place for municipal governments on the North End of the CBRL.

Staff participated in the April 28, 2022 Hooked on Oregon radio show.

Staff created and distributed programs for the upcoming Fishermen's Memorial Ceremony which is scheduled to take place on Monday, May 30, 2022.

The Port was featured in the following news outlets:

- Yahoo! News: [Port, seafood processors work to find wastewater answers in Charleston](#)
- Capital Press: [Biden touts \\$1 trillion building plan. What's in store for rural Oregon](#)
- RT&S: [Oregon port prepares for the future, replaces key rail bridge](#)
- Yahoo! News: [Wyden promises to help port land shipping facility](#)
- Seafood News: [Port of Coos Bay, WCSPA Receive Grant Funding Through Business Oregon](#)
- The News Guard: [Anderson: What happened in the Oregon 2022 Legislative short session?](#)

Staff have compiled a comprehensive contact list of Charleston Stakeholders for distribution of a survey that is currently in development. This stakeholder list includes commercial and recreational fishing fleets, Charleston businesses and organizations, seafood processors, Port tenants, and shipyard users. The intent of the survey is to solicit feedback regarding the most critical infrastructure in Charleston as well as recommendations for future infrastructure investment. The survey is being finalized in coordination with the leadership team and will likely be distributed mid-year.

The Port's Instagram account gained 7 followers, bringing its total follower base for the account from 1,768 to 1775, with an increase of 0.01% increase in overall followers for the month of April. The top post from the month was: "It's beginning to look a lot like Christmas...in APRIL at the Charleston Marina Complex! Thank you to Jon at Monkey Business for sharing the photos!" This post received 77 likes and was shared by 12 followers.

The Port's LinkedIn page gained 22 new followers, received over 7,600 post impressions (an increase of 14% over the previous month), appeared in 369 searches, and had 64 unique visitors. The top post of the past month was: "The Coalbank Slough Bridge has been fully replaced and is now open to rail service! In just three and a half months, the original bridge was decommissioned

and dismantled, and completely replaced with a new structure. Consistent and systematic investment into the CBRL will ensure safe, reliable, and affordable freight transportation now and into the future!” This post received 907 impressions and had a 6.4% engagement of the Port’s total follower base.

Legislative/Advocacy Work:

Staff participated in the monthly Federal coordination meeting hosted by BizOregon. Staff also participated in an informational meeting hosting a candidate for U.S. Congressional District 4. Staff participated in the Spring meeting of the Northwest Marine Terminal Association. Staff participated in the monthly AAPA governmental relations meeting as well as a planning meeting for BizOregon’s annual Infrastructure Summit.

Staff worked with Port CEO and the leadership team to develop materials for the Governor’s visit to the Port to learn about EcoPort Project, Offshore Wind, and Terminal One.

Industry Articles/Information Items:

- KPIC: [Two Oregon ‘mega projects’ on Sen. Merkley’s agenda for infrastructure spending](#)
- Hellenic Shipping News: [Ports of Antwerp and Zeebrugge merge to create Europe’s largest export port](#)
- Hellenic Shipping News: [Shipping’s largest conglomerates are backing Everimpact to bring the only hardware to measure real carbon emissions onboard vessels](#)
- Hellenic Shipping News: [Shipping weathers the “Storm” that is 2022](#)
- Hellenic Shipping News: [Container Premiums: Trans-Pacific rates rangebound on sluggish demand](#)
- Hellenic Shipping News: [Drewry: Global Port Throughput 2.8% Higher than Last Year, but Lower than Last Month](#)
- Freight Waves: [Shipping stocks in crosshairs as fears mount on China, war, inflation](#)
- Freight Waves: [Xi’s lockdowns will pull the rug out from under US truckers this summer](#)



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Mike Dunning, Chief Port Operations Officer
DATE: May 10, 2022
SUBJECT: Port Operations/Asset Management Report

Channel Modification Project:

Staff is working with David Miller and Associates (DMA) to develop a restart schedule and budget for this project. DMA will also begin contacting sub-contractors and define existing and new team members who will be part of the project team.

Rail Bridge Rehabilitation Project:

Work continues with engineering and design, permitting, contracting and construction for all phases of the project. Updates for each phase are provided below:

Coal Bank Slough Bridge: This project is 100% complete. Staff is working on project closeout documents and final billing.



Vaughn Viaduct: 100% design is complete and we expect to have the ITB solicited by the end of May. The Port received the NEPA amendment from MARAD for the redesign of this project and is finalizing permit modifications with the agencies.

Wildcat Creek Bridges: Physical construction for this project is scheduled to begin by the end of May.

Steel Swing Bridges: Staff will be requesting approval from the Board to award a contract at the May Board of Commissioners meeting.

Reedsport Swing Bridge (DTMF):

Staff continues to work with electricians and vendors to resolve outstanding issues for this project. We expect to have resolution in the near future.

PIDP Grant (Tie and Resurfacing Project):

Staff is soliciting quotes for geometry car services and engineering assistance for this project. The geometry car will provide valuable information about current track conditions and will assist engineers in identifying exactly where to focus work efforts. Once the project is complete, the geometry car will be run again to show track improvements.

Safety and Security:

Staff is evaluating the Marina Complex restroom operational hours. We continue to see vandalism and extremely unsanitary conditions occurring after hours.

The Port contracted with Brianna Giacomini to complete the remaining Port safety programs. She agreed to complete these while attending school in Portland. This opportunity will allow Port staff to focus on other Port initiatives, while ensuring that these important programs progress towards implementation.

North Jetty:

The North Jetty contracting protest has gone all the way to the Government Accountability Office (GAO). The GAO has until mid-May to make a final determination on the protest. The Port has not received any updates on this determination.

Terminal One:

Port staff received the draft report for the dock evaluation and is reviewing it internally. We are looking at multiple options to include repairs and full replacement of approximately 500 feet of dock.

The Port received the \$4 mil in ARPA funds to paydown the loan for the purchase of Terminal One. Staff will be working with Business Oregon to transfer the funds.

Transpacific Parkway Drainage Project (CCURA):

The Invitation to Bid (ITB) has been solicited for this project. All bids are due on June 08, 2022. Once bids are received and reviewed by staff, a recommendation will be proposed to the CCURA Board for award of a contract.



MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Mike Dunning, Chief Port Operations Officer

DATE: May 10, 2022

SUBJECT: Charleston Operations Management Report

Of the 443 moorage slips, there were 161 annuals, 43 semi-annuals, 46 monthlies and 72 transients. All categories remained similar to the month prior. April ice volume sales totaled 90 tons. Total monthly sales were \$8,192.00.

The RV Park had 73% capacity in April. Out of 104 RV Park spaces, we had 76 new check-ins with total sales of \$26,363.23.

Maintenance Projects:

Dock Work: The new ice dock pod has arrived. Staff is waiting for the new treated whalers to arrive. Once these are on hand, the dock will be removed and repaired at the Shipyard.

Shipyard Cleanup: Staff continues to work on cleaning up the Shipyard grounds and organizing the facility. Staff is finalizing the contract to destroy 22 vessels in the Shipyard. These vessels are occupying valuable space and need to be removed. Staff contact three local companies to obtain quotes to destroy these vessels. Three of the vessels will be paid for by the Oregon Marine Board, through the derelict vessel program. As part of this project, staff has been busy preparing the vessels for destruction by removing all petroleum-based products from each vessel. We are still waiting for the asbestos reports to determine if any abatement will be necessary.

Giddings Roof: This roof has been repaired following last winter's storm. The repairs included several new panels and a new ridge cap.

Shop Roof: The contract for this project has been awarded and materials are on order. We expect work to commence in early June. This project will include a complete tear off of the existing metal roof, with replacement of new.

Maintenance and Repair Plan: Staff is developing a comprehensive maintenance and repair plan for Charleston. The first phase of the work will include a complete inventory of all maintenance needs. This will include identified repair or replacement, priority, cost and resources needed.

Section 107 Feasibility Study: The Section 107 kickoff meeting went well. We had multiple representatives from the Marina Complex on the call. The Corps used this time to identify the problems and opportunities as they relate to the marina and safety of navigation.



MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Rich Lopez, General Manager

DATE: May 10, 2022

SUBJECT: Railroad Department Management Report

Operations:

CBRL Carloads:

April = 668 Prior Month = 694 Prior Year April = 621

2021/22 Forecasted Monthly Average 683 missed by 15 carloads.

April was a busy month for all on the CBRL. The teams met all challenges head on. The weather, as it usually does, brought down trees and boulders along the line causing an outage for a day and a half. Customers continue to drive carloads along the line both outbound and internal moves. The volume may have been better but the Union Pacific has reported issues on their line. These issues are causing a car supply issue on the CBRL. CBRL train management spoke with Union Pacific management about the issues and both are working on resolutions to bring the volume back. CBRL is relaying these communications with the Union Pacific to the customers. Train management will continue to work with both the Union Pacific and customers to continue the improved service.

The first train traversed the new Coal Bank Slough Bridge and spotted GMA with their first loaded car for the year on April 24, 2022.

With the increased car volumes along the line the CBRL brought on 2 leased locomotives to assist with the volumes. CBRL is happy to report that the addition of the 2 locomotives has made a difference in operations. It has allowed the CBRL Mechanical team to work and correct some minor issues with the CBRL fleet locomotives. They have also allowed the locomotives consists to pull more efficiently.

As mentioned in the above paragraph The Union Pacific has reported car volume issues as well as congestion. Union Pacific has moved cars to storage to help relieve this congestion, but by doing so has caused a demand for cars. With this demand inbound empty cars for customers are coming in short of order by customer. The allocation of cars to customer is priority by the train crews to make sure that all cars coming online are being spotted.

Mechanical (Car and Locomotive):

The Mechanical Car department is continuing their process of inspecting all cars on line. With the current program of all cars going to Mapleton for inspection, the team was able to manage car repairs.

They did this with the quick turn needed from cars coming on line to being spotted to the customers. In doing so the team recorded their best month for billing this year.

Locomotive maintenance team is working hard to keep the fleet in good working conditions. The team is out daily walking locomotives inspecting, replacing and cleaning any issues they find or have been reported. The team has also been able to repair some minor items on CBRL locomotives. The addition of the lease locomotives gives us more power on weight allowing for better train handling, more efficient operations and more opportunities for customers.

Maintenance of Way (MOW):

The Maintenance of Way team continues their abatement process for the fire season. They also had a busy month with down trees, boulders and rail issues. Mid-April brought a bad storm causing a slide of trees and boulders. The boulders caused a rail defect that required a rail change out. With the clearing of debris and rail change, the MOW team had the line back open in less than 24 hours. In addition to the weather caused issues the team replaced multiple ties and joint bars in North Bend Yard and performed similar replacement on the main line at Cordes.

ODOT/FRA:

CBRL had one on site visit by ODOT Inspector Greg Stang. No violations to report.

Coos Bay Rail Line:

As of May 1, 2022, the CBRL is 111 days' injury free. The CBRL had 1 incident in March. Currently, CBRL has 17 employees and 8 locomotives on property.

Rail Projects:

Wildcat Bridge Project awarded.

Swing Bridge Project bids were due April 8, 2022.





Action Items

**OREGON INTERNATIONAL PORT OF COOS BAY
BOARD OF COMMISSIONERS
ACTION/DECISION REQUEST**

DATE: May 10, 2022

PROJECT TITLE: Vacation of 20’ of right of way on North 8th Street adjacent to Tax Lot 400 to allow for a City Standard 50’ right of way.

ACTION REQUESTED: Approval of request for Oregon International Port of Coos Bay’s consent to a Street Vacation of 20’ of right of way for a distance of 100’ on North 8th Street in Coos Bay.

BACKGROUND:

Per Oregon Revised Statutes 271.180 and 271.190, municipalities are required to seek approval from Ports and other adjoining property owners for proposed vacation of streets, alleys, and common public places within 5,000 feet of the harbor or pier head lines of the Port. Port Policy Manual Section 13.6 Street Vacations in the Cities of Coos Bay and North Bend, states anything within 1,000 feet from the harbor and pier head lines requires Port Commission approval.

Larry Wilson, AIA on behalf of Gregory Drobot has requested the vacation of a 20’ by 100’ city right of way in support of new development on the adjoining Tax Lot 400. The existing right of way exceeds city standards. The vacation of this property will provide additional area to support parking and service access. *(As required by Resolution 90 91-14, Port must approve proposed vacations within 1,000 feet of the harbor and pierhead line of the Port).*

Port staff have reviewed the area of the proposed vacation and believe the street right of way vacation action will not create a negative impact on the rail or marine transportation infrastructure serving the Coos Bay harbor.

Prior to the City of Coos Bay taking any formal action on the proposed right-of-way, the Port’s Board of Commissioners must approve the vacation.

RECOMMENDED MOTION:

Approve the request for consent from Larry Wilson, AIA on behalf of Gregory Drobot to vacate 20’ by 100’ on North 8th Street in Coos Bay.



CITY OF COOS BAY
 Public Works & Community Development Department
 500 Central Avenue, Coos Bay, Oregon 97420
 Phone 541-269-8918 Fax 541-269-8916

Permit No. _____-PW

Date Received: _____

RIGHT OF WAY VACATION APPLICATION

Applicant/Owner Name: LARRY WILSON - AGENT FOR
(please print) GREG DROBOT
Address:
City State Zip: 404 E.

Phone: 360 6964722
 Email: larry@wilsonarchitects.us

Proposed Vacation Area/Address: VACATION OF 30' OF R/W ON N 8TH STREET ADJACENT
Purpose Statement: TO TAX LOT 400 TO ALLOW FOR A CITY STD. 50' R/W'

The purpose for which the RIGHT OF WAY vacation is proposed:



RIGHT OF WAY EXCEEDS CITY STANDARDS - OWNER WILL DEDICATE 20'
 OF R/W TOWARD THE NORTH OF THE SITE, R/W VACATE AT THE
 SOUTHERLY PORTION OF THE SITE WILL HELP MAINTAIN PROPOSED S.F.
 & HELP W/ PARKINGS & SERVICE ACCESS.

Application Requirements:

1. **Preapplication meeting**
 An in-person pre-application meeting is required to submit a right of way vacation application. A base fee of \$954, plus a 5% technology fee, and the information in section 2 of this form is required. Additional fees may be required based on RIGHT OF WAY impacts. You will meet with the Public Works Operations Administrator or his designee to review the application for completeness. Only complete applications will be accepted.
2. **Submittal requirements with the Right of Way Vacation Application**
 - a) A written summary of the purpose and justification for the vacation.
 - b) A map of the ground proposed to be vacated, and if applicable, a plat showing the proposed manner of re-platting or rededication. (Map can be provided by the City)
 - c) A notarized statement of the Applicant that owners of the "real property affected thereby," as defined below, have been notified of the pending request before the City. Attached to this statement shall be a copy of the notice provided and a list of the property owners notified, which includes their name(s), mailing address, situs address, and map and tax lot number of the real property affected. ORS 271.080 defines real property affected thereby as "land lying on either side of the street or portion of land proposed to be vacated and extending laterally to the next street that serves as a parallel street, but in any case not to exceed 200 feet, and the land for a like lateral distance on either side of the street for 400 feet along its course beyond each terminus of the part proposed to be vacated. Where a street is proposed to be vacated to its termini, the land embraced in an extension of the street for a distance of 400 feet beyond each terminus shall also be counted." (See attached sample)
 - d) Written consent of abutting property owners and two-thirds of the property owners affected thereby (if required). (See attached samples)
 - e) A legal description for each affected property (if required).
 - f) A metes and bounds survey of the area to be vacated (if required, the cost will be at the Applicant's expense).

The undersigned property owner(s) hereby authorizes the filing of this application, and authorizes on site review by authorized staff. I hereby agree to comply with all code requirements applicable to my application. Acceptance of this application does not infer a complete submittal. All amendments to the Coos Bay Development Code and to other regulations adopted after the application is approved shall be enforced where applicable. Approved applications and subsequent development is not vested under the provisions in place at the time of the initial application.

The undersigned acknowledges and agrees that submittal of this application does not constitute approval of the request and further understands the application is subject to review and approval under CBMC Chapter 12.45.

	1.21.22		1.21.22
Applicant's signature	Date	Owner's signature (required)	Date



RIGHT OF WAY VACATION PROCESS & CHECKLIST

The Right of Way Vacation application consists of the following. The entire process takes approximately 90 days.

- The Applicant must have a pre-application meeting with the Public Works Operations Administrator or his designee to review the **completed** application to verify consistency with CBMC 12.45.030, ORS 271.080 – 271.230, and routing the proposed right of way vacation request to utility companies and any state, local, or federal jurisdiction for review, comment and requests for information and requirements.
- Upon submittal of a complete application, the request will be presented to City Council for their determination of merit, to determine if they will initiate the proceeding on behalf of the Applicant, and to set a hearing date.
- A Notice of Hearing before City Council will be published in the local newspaper and sent to the Applicant and Applicable Agencies.
- Notice will be posted at Coos Bay City Hall, Coos Bay Public Library, and proposed vacation site by City Staff.
- Parties will have 30 days from application submission to object to the vacation.
- The public hearing will be held before City Council at a regularly scheduled meeting (held on the 1st and 3rd Tuesday of each month).
- A Notice of decision will be sent to the Applicant and any agency/party that participated in the process after City Council has made their decision.
- If the proposed vacation is approved, a certified copy of the adopted/enacted ordinance will be recorded by the City Recorder with the Coos County clerk.
- The ordinance will become effective 30 days after enactment.

Complete Right of Way Vacation Application

- A written summary of the purpose and justification for the vacation.
- A map of the ground proposed to be vacated, and if applicable, a plat showing the proposed manner of re-platting or rededication. (Map can be provided by the City)
- A notarized statement of the Applicant that owners of the "real property affected thereby" as defined below have been notified of the pending request before the City. Attached to this statement shall be a copy of the notice provided and a list of the property owners notified, which includes their name(s), mailing address, situs address, and map and tax lot number of the real property affected. ORS 271.080 defines real property affected thereby as "land lying on either side of the street or portion of land proposed to be vacated and extending laterally to the next street that serves as a parallel street, but in any case not to exceed 200 feet, and the land for a like lateral distance on either side of the street for 400 feet along its course beyond each terminus of the part proposed to be vacated. Where a street is proposed to be vacated to its termini, the land embraced in an extension of the street for a distance of 400 feet beyond each terminus shall also be counted." (See attached sample)

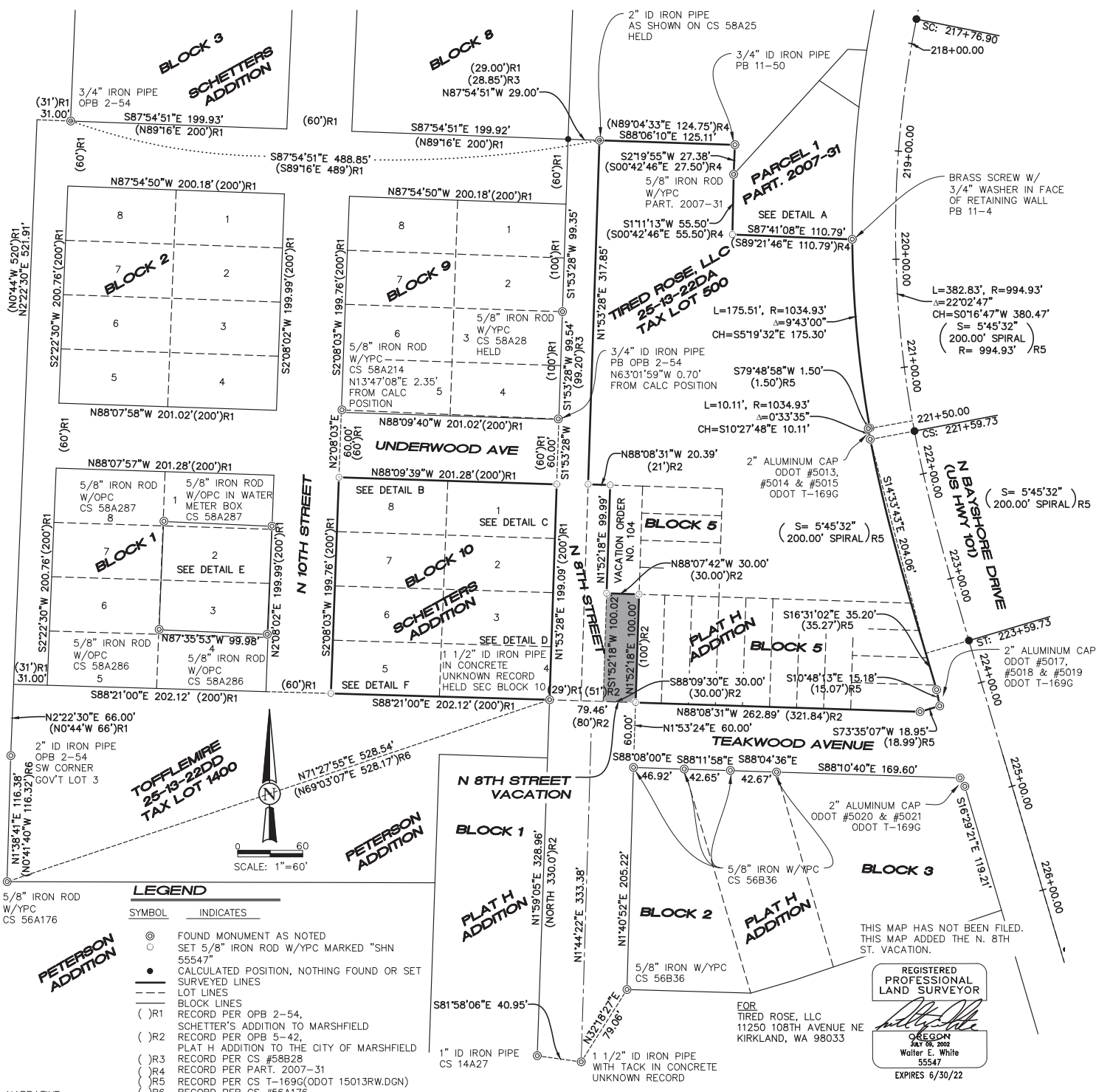
A list of property owners in the notice area may be obtained through the Coos County Assessor's Office (or their web site) or a title company.
- Written consent of abutting property owners and two-thirds of the property owners affected thereby (if required). (See attached samples)
- A legal description for each affected property (if required).
- A metes and bounds survey of the area to be vacated (if required).
- A base fee of \$954, plus a 5% technology fee, paid to the City of Coos Bay to be held by the City Recorder for the cost of publication, posting, and other anticipated expenses. Additional fees may be required based on right of way impacts.



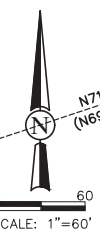
275 MARKET AVENUE
COOS BAY, OR. 97420
WWW.SHN-ENGR.COM
541-266-9890

PROPERTY SURVEY LOCATED IN BLOCK 10 OF SCHETTERS ADDITION TO MARSHFIELD, AND BLOCK 5 OF PLAT H ADDITION TO THE CITY OF MARSHFIELD, ALL IN THE NE 1/4 OF THE SE 14 OF SECTION 22, T.25S., R.13W., W.M., COOS COUNTY, OREGON

COOS COUNTY SURVEYOR
DATE APPROVED: _____
DATE FILED: _____
COOS COUNTY SURVEYOR



TOFFLEMIRE
25-13-22DD
TAX LOT 1400



LEGEND

SYMBOL	INDICATES
○	FOUND MONUMENT AS NOTED
○	SET 5/8" IRON ROD W/YPC MARKED "SHN 55547"
●	CALCULATED POSITION, NOTHING FOUND OR SET
---	SURVEYED LINES
---	LOT LINES
()R1	BLOCK LINES
()R1	RECORD PER OPB 2-54, SCHETTERS ADDITION TO MARSHFIELD
()R2	RECORD PER OPB 5-42, PLAT H ADDITION TO THE CITY OF MARSHFIELD
()R3	RECORD PER CS #58828
()R4	RECORD PER PART. 2007-31
()R5	RECORD PER CS T-169G(ODOT 15013RW.DGN)
()R6	RECORD PER CS #56A176

NARRATIVE

THE PURPOSE OF THIS SURVEY WAS TO SURVEY THAT PROPERTY AS DESCRIBED IN TICOR TITLE PRELIMINARY REPORT ORDER NO. 3606212037352 LYING WESTERLY OF NORTH BAYSHORE DRIVE(US HIGHWAY 101). THE BASIS OF BEARING FOR THIS SURVEY IS OREGON STATE PLANE(NAD83), SOUTH ZONE BASED ON DIRECT TIES TO HLT-6 AND HLT-10.

I FOUND AND HELD THE 3/4" IRON PIPE LOCATED AT THE SOUTHWEST CORNER OF BLOCK 3, SCHETTERS ADDITION AND THE 2" IRON PIPE LOCATED AT THE SOUTHWEST CORNER OF GOVERNMENT LOT 3 TO PROPORTION THE WESTERLY BOUNDARY BLOCKS 2 AND 3 OF SCHETTERS ADDITION TO MARSHFIELD(OPB 2-54).

I HELD THE SAID SOUTHWEST CORNER OF BLOCK 3 AND THE 2" IRON PIPE LOCATED ON THE EASTERLY BOUNDARY OF SCHETTERS ADDITION TO PROPORTION THE NORTH BOUNDARY OF VACATED VINE AVENUE(22ND STREET).

I HELD THE 5/8" IRON ROD LOCATED AT THE SOUTHEAST CORNER OF LOT 2, BLOCK 9 OF SCHETTERS ADDITION(CS 58828) AND THE 1 1/2" IRON PIPE IN CONCRETE(UNKNOWN RECORD) FOR THE SOUTHEAST CORNER OF BLOCK 10, SCHETTERS ADDITION TO PROPORTION THE EASTERLY BOUNDARY OF BLOCKS 9 AND 10, SCHETTERS ADDITION.

I HELD THE SAID SOUTHWEST CORNER OF GOVERNMENT LOT 3 AND THE SAID 1 1/2" IRON PIPE LOCATED AT THE SOUTHEAST CORNER OF BLOCK 10 TO PROPORTION THE SOUTHERLY BOUNDARY OF BLOCKS 1 AND 10 OF SCHETTERS ADDITION.

NUMEROUS SURVEYS IN SCHETTERS ADDITION APPEAR TO BE IN CONFLICT WITH THE ORIGINAL PLAT. I HELD THE MONUMENTS AS STATED ABOVE TO TRY AND ADHERE TO THE ORIGINAL PLAT AS CLOSELY AS PRACTICAL.

I FOUND AND HELD ODOT MONUMENTS FROM SURVEY T-169G(ODOT DRAWING 15013RW.DGN) FOR CONTROL OF THE WESTERLY RIGHT-OF-WAY BOUNDARY OF NORTH BAYSHORE DRIVE.

I FOUND AND HELD MONUMENTS SET IN COOS COUNTY SURVEY 56B36 TO CALCULATE THE POSITION FOR THE SOUTHWEST CORNER OF BLOCK 5 OF PLAT H ADDITION TO THE CITY OF MARSHFIELD(OPB 5-42) THEN CALCULATED BLOCK 5 BASED ON THE ORIGINAL PLAT DISTANCES.

OTHER MONUMENTS AS SHOWN HEREON IN BLOCK 1 AND BLOCK 9 WERE NOT HELD FOR THIS SURVEY AND ARE SHOWN FOR REFERENCE ONLY.

A TRIMBLE R10 GPS RECEIVERS AND S7 ROBOTIC TOTAL STATION WITH TSCS DATA COLLECTOR WERE USED FOR THIS SURVEY.

ASSISTING ME WITH THIS SURVEY WERE HOWIE HILL, CORBIN WHITE AND RYAN KNIGHT.

REGISTERED PROFESSIONAL LAND SURVEYOR
Walter E. White
55547
EXPIRES 6/30/22

**OREGON INTERNATIONAL PORT OF COOS BAY
BOARD OF COMMISSIONERS
ACTION/DECISION REQUEST**

DATE: May 10, 2022

PROJECT TITLE: Swing Span Steel Trusses Repair Project Bid Award (BUILD Phase 3)

ACTION REQUESTED: Authorize Chief Executive Officer John Burns to award and enter into a contract for the Swing Span Steel Trusses Repair Project (BUILD Phase 3)

BACKGROUND:

On April 13, 2021, the Port Commission authorized Port staff to solicit Invitations to Bid (ITB) for five separate construction contracts for the CBRL Bridge Rehabilitation Project (BUILD).

On January 28, 2022, the Oregon International Port of Coos Bay / Coos Bay Rail Line solicited bids for the BUILD project (Phase 3) to effect repairs to the three swing span bridges and their related steel approach spans, on the Coos Bay rail line. Bid responses were due to the Port by 2 p.m. on Wednesday, April 8, 2022. The Port received two bids for this work. Koppers Railroad Structures Inc. for the price of \$15,710,040.00, and Legacy Contracting Inc. for the price of \$15,103,050.00. Both bids were well in excess of the engineers' estimates, which by Oregon Revised Statute (ORS) allows the Port to enter into negotiations with the lowest responsive and responsible bidder.

After conducting Value Engineering (VE), Legacy Contracting proposed a reduction of \$702,610.00 in their total bid price, without reducing the scope of work. After legal and staff review, the Port determined that a reduction of \$699,610.00 was acceptable.

Port procurement rule 2.8.1(E) requires the Port Commission, acting in its capacity as the Local Contract Review Board, authorize solicitations and awards of contracts in excess of \$150,000. Port staff recommends award of the Swing Span Steel Trusses Repair Project to legacy Contracting Inc. in the amount of \$14,403,440.00.

RECOMMENDATION MOTION:

Authorize Chief Executive Officer John Burns to award and enter into a contract for the Swing Span Steel Trusses Repair Project (BUILD Phase 3) with Legacy Contracting Inc. in the amount of \$14,403,440.00.

Informational Items



Coos Bay Rail Line Serving Western Lane, Western Douglas and Coos Counties in Southwest Oregon

Owned by the Oregon International Port of Coos Bay

Operations by Coos Bay Rail Line, Inc. (CBRL) began on November 1, 2018.

Monthly Revenue Car Loads and Equivalent Highway Truck Loads / 2018 - 2022

One (1) revenue car load = 3.3 highway truck loads

	2018		2019		2020		2021		2022	
	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads
Jan	580	1,914.0	611	2,016.3	409	1,349.7	346	1,141.8	445	1,468.5
Feb	618	2,039.4	465	1,534.5	400	1,320.0	390	1,287.0	502	1,656.6
Mar	627	2,069.1	547	1,805.1	432	1,425.6	566	1,867.8	694	2,290.2
Apr	574	1,894.2	521	1,719.3	350	1,155.0	621	2,049.3	668	2,204.4
May	623	2,055.9	438	1,445.4	394	1,300.2	599	1,976.7		
Jun	594	1,960.2	318	1,049.4	534	1,762.2	625	2,062.5		
Jul	602	1,986.6	346	1,141.8	485	1,600.5	503	1,659.9		
Aug	602	1,986.6	329	1,085.7	467	1,541.1	485	1,600.5		
Sep	472	1,557.6	299	986.7	378	1,247.4	556	1,834.8		
Oct	469	1,547.7	425	1,402.5	431	1,422.3	521	1,719.3		
Nov	268	884.4	348	1,148.4	349	1,151.7	548	1,808.4		
Dec	399	1,316.7	303	999.9	499	1,646.7	453	1,494.9		
Total	6,428	21,212.4	4,950	16,335.0	5,128	16,922.4	6,213	20,502.9	2,309	7,619.7

Coos Bay Rail Line-CBRL operates at the U.S. shortline railroad industry standard of 286,000 lbs/143 short tons (weight of car plus commodity weight) per loaded revenue car. The majority of cars currently moving on the rail line weigh 66,000 to 86,000 lbs/33 to 43 short tons, resulting in a carrying capacity of 200,000 to 220,000 lbs/100 to 110 short tons.

Using 200,000 lbs/100 short tons as an average weight of commodity per rail car, the tonnage figures for the years 2011 through year to date 2022 are as follows:

*2011:	194	rail carloads =	19,400	short tons =	640.2	highway truck loads
2012:	2,480	rail carloads =	248,000	short tons =	8,184.0	highway truck loads
2013:	4,850	rail carloads =	485,000	short tons =	16,005.0	highway truck loads
2014:	7,509	rail carloads =	750,900	short tons =	24,779.7	highway truck loads
2015:	7,341	rail carloads =	734,100	short tons =	24,225.3	highway truck loads
2016:	7,434	rail carloads =	743,400	short tons =	24,532.2	highway truck loads
2017:	7,172	rail carloads =	717,200	short tons =	23,667.6	highway truck loads
2018:	6,428	rail carloads =	642,800	short tons =	21,212.4	highway truck loads
2019:	4,950	rail carloads =	495,000	short tons =	16,335.0	highway truck loads
2020:	5,128	rail carloads =	512,800	short tons =	16,922.4	highway truck loads
2021:	6,213	rail carloads =	621,300	short tons =	20,502.9	highway truck loads
2022:	2,309	rail carloads =	230,900	short tons =	7,619.7	highway truck loads

*Start up in 2011, Data includes 4th Quarter / Oct – Dec.

The Coos Bay rail line was embargoed by the previous owner/operator in September 2007. The Port acquired the 111-miles of the line owned by RailAmerica, Inc. in spring 2009 through an order from the U.S. Surface Transportation Board at the completion of a Feeder Line Application process initiated in July 2008. The Port acquired the Union Pacific (UP) Railroad owned 23-mile section of the line through a negotiated agreement with UP in late December 2010.

Coos Bay Rail Line, Inc. (CBRL) is 111 days injury free as of May 1, 2022!