



M E M O R A N D U M

TO: Interested Parties
FROM: David Kronsteiner, President
DATE: April 13, 2021
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 **3:00 p.m., Tuesday, April 20, 2021**.

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

If you would like to provide public comment during the meeting, please call the Administrative office at 541-267-7678 by 12 p.m. on Tuesday, April 20, 2021. Written comment will be accepted until 12 p.m. on Tuesday, April 20, 2021 by sending an email to portcoos@portofcoosbay.com with the subject line 'Public Comment'.

An **Executive Session** has also been scheduled on **Tuesday, April 20, 2021, 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; and
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

DK/km

**OREGON INTERNATIONAL PORT OF COOS BAY
REGULAR COMMISSION MEETING
3:00 p.m., Tuesday, April 20, 2021**
Port Commission Chambers, 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420

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. SEATING AND APPOINTMENT OF NEW COMMISSIONER**
- 4. APPOINT COMMISSIONER TO CCURA**
- 5. PUBLIC COMMENT**
- 6. CONSENT ITEMS** **Page**
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- 11. COMMISSION COMMENTS**
- 12. NEXT MEETING DATE** – Tuesday, May 18, 2021, 3:00 p.m.
- 13. RECESS TO EXECUTIVE SESSION**
- 14. ADJOURN**

Consent Items

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
3:00 p.m., Tuesday, February 16, 2021

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

ATTENDANCE

Commission:

David Kronsteiner, President; Eric Farm, Vice President; and Brianna Hanson, Treasurer.

Staff:

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Megan Richardson, Director of Finance; Margaret Barber, Director of External Affairs; Mike Dunning, Director of Maritime Operations and Asset Management; Brandon Collura, Harbormaster; Krystal Moffett, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

Media & Guests:

Lesley Daggitt, Moss Adams; Amanda McCleary-Moore, Moss Adams; and Trinity Flinders, Moss Adams.

1. CALL MEETING TO ORDER

President Kronsteiner called the meeting to order at 3:01 p.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. CONSENT ITEMS

- A. Approval of December 15, 2020 Regular Commission Meeting Minutes
- B. Approval of December and January Invoices
- C. Approval of December and January Contracts Awarded

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners voted to approve the December 15, 2020 Regular Commission Meeting Minutes, December and January Invoices, and December and January Contracts Awarded. **Motion Passed.**

5. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

6. PORT PROJECT UPDATE

A. Presentation of 2019/20 Annual Financial Report by Moss Adams

Amanda McCleary-Moore, Lesley Daggitt and Trinity Flinders introduced themselves on behalf of Moss Adams to present the 2019/20 financial audit report.

Ms. Flinders spoke of the extended engagement team and stated the nature of services provided include auditing the Port's financial statements in accordance with Generally Accepted Accounting Standards (GAAS) and GAGAS (the governmental standards). Moss Adams provides compliance testing and reporting under Oregon Minimum Standards, which includes review of budget law and procurement. The Port received more than \$750K from Federal grants for the fiscal year which required an additional single audit to be performed under Uniform Guidance.

Ms. Daggitt discussed critical audit areas including internal controls, the IT environment, investments, revenues and receivables, capital assets, long term debt, accrued liabilities such as PERS and OPEB, financial close and reporting, Oregon Minimum Standards, and Federal grants compliance. Compliance with Oregon Revised Statutes are examined for banking, insurance, use of tax revenue, investment of public funds, and public contracting, as well as preparation and adoption of the annual budget.

Ms. McCleary-Moore stated Moss Adams issued a clean unmodified opinion of the Port's financial statements, meaning that after all testing was complete the financial statements were determined to be materially correct. For compliance with Oregon Minimum Standards, there was one instance of non-compliance noted with a budgetary over-expenditure in the General Fund for Railroad Operations. In the GAGAS Internal Controls and Compliance report, there were no instances of non-compliance and no significant deficiencies or material weaknesses. With the Uniform Guidance report for the Federal grants, there were two instances of non-compliance identified. Two quarterly reports were tested, and it was noted that neither report matched to the supporting documentation of expenditures. This was corrected by management in the fourth quarter. The second instance was related to the procurement process and verifying a contractor's status for suspension or disbarment. Management is aware of this and will ensure it is evaluated going forward. Despite these instances of non-compliance, Moss Adams issued a clean opinion regarding the Federal grants.

In the issued letters to those charged with governance, it was noted that reports were issued at the end of January. Oregon requires filing by the end of December, but this was not considered a late filing because an extension had been granted. For the current year there were no material adjustments made, although there were two significant adjustments made. Both were unique transactions; one related to the Paycheck Protection loan for the Coos Bay Rail Line, and the other to the Ice Plant and a portion of accumulated depreciation that had not yet been removed.

Ms. McCleary-Moore stated there were no difficulties in performing the audit and the team worked well in the remote environment to complete the audit. Recommended best practices were discussed including having a review process for disposal of capital assets. Ms. Daggitt discussed upcoming new standards that will become effective in future audit years.

John Burns stated this has been a tremendous effort by all due to the circumstances of the past year, and to have no difficulties performing the audit shows everyone involved did an exemplary job. Mr. Burns shared appreciation for staff and Moss Adams.

7. **ACTION ITEMS/REPORTS**

A. 2019/20 Annual Financial Report

Moss Adams has completed the annual financial report on behalf of the Oregon International Port of Coos Bay for fiscal year ending June 30, 2020.

The financial statements are presented in accordance with the financial reporting model in the Governmental Accounting Standard Board (GASB) Statement No. 34.

There were no adjustments that had a material effect on the Port's reporting process. There were also no material weaknesses or reportable conditions for internal control, and only one instance of non-compliance to the general-purpose financial statements.

Representatives of Moss Adams attended this Commission meeting and presented the audit. A copy of the audit had been provided to Commissioners for review.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to approve the annual financial report for Fiscal Year 2019/2020. **Motion Passed.**

B. Street Vacation – Division Avenue

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 pierhead 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 pierhead lines requires Port Commission approval.

The City of Coos Bay has requested vacation of the undeveloped portion of Division Avenue as it is unlikely that the street will ever be developed due to topography and to allow for a rededication of the western most section of Division Avenue, which will become an extension of Taylor Avenue. There is a proposal for a new development to the Northwest where N. Marple Street and Division Avenue intersect. Vacating Division Avenue between Lakeshore Drive and Patrick Avenue will facilitate the rededication of the western most portion of Division Avenue. *(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 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.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to approve the request for consent from the City of Coos Bay to a street vacation of Division Avenue between Patrick Avenue and Lakeshore Drive. **Motion Passed.**

C. Appointment of FY 2021/22 Budget Officer

Oregon Local Budget Law (ORS 294.305 through 294.565) governs the preparation of the Port’s annual budget. Pursuant to ORS 294.331, the Port Commission is required to designate one person to serve as the Budget Officer, who shall prepare or be responsible for preparing the budget document under the direction of the Chief Executive Officer. The Budget Officer also presents a balanced budget to the budget committee, publishes all notices required by Local Budget Law, monitors budget expenditures during the budget year and notifies the governing body of the need to make any budget changes required after adoption.

Port staff recommends Megan Richardson, the Port’s Director of Finance & Accounting, to be appointed as the Budget Officer for the fiscal year 2021/22 budget process.

Upon a motion by Commissioner Hanson (second by Commissioner Farm), the Board of Commissioners motioned to approve the appointment of Megan Richardson, Director of Finance & Accounting, as the Budget Officer for the FY 2021/22 budget process. **Motion Passed.**

8. OTHER

9. COMMISSION COMMENTS

10. NEXT MEETING DATE – Tuesday, March 16, 2021, 3:00 p.m.

11. ADJOURN

President Kronsteiner adjourned the meeting at 3:39 p.m. and entered into Executive Session to:

- (d) conduct deliberations with persons designated by the governing body to carry on labor negotiations;
- (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: April 13, 2021
Subject: Invoices Paid for Commission Approval through March 2021

A/P checks issued per NetSuite financial system	820,995.83
Payroll disbursement per Umpqua Bank statement	124,918.64
Misc electronic disbursements per Umpqua Bank statement	107,544.54

Total February Disbursements **\$ 1,053,459.01**

A/P checks issued per NetSuite financial system	152,185.90
Payroll disbursement per Umpqua Bank statement	188,220.34
Misc electronic disbursements per Umpqua Bank statement	3,780.58

Total March Disbursements **\$ 344,186.82**

Total February and March Disbursements **\$ 1,397,645.83**



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Megan Richardson, Accounting Manager

DATE: April 13, 2021

SUBJECT: February and March Contracts Awarded

The following are bids that were awarded, and contracts authorized and signed by the Chief Executive Officer during the months of February and March. 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
West Coast Contractors	Change Order 2: Knife River provided asphalt patch to ice dock trestle	\$6,932.22
Scott Partney	On Call Bridge Repair Section #1 MP650-687	\$150,000.00
Scott Partney	On Call Bridge Repair Section #2 MP687-725	\$150,000.00
Scott Partney	On Call Bridge Repair Section #3 MP725-770	\$150,000.00
Total Contracts Awarded for this period:		\$456,932.22



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Margaret Barber, Director of External Affairs

DATE: April 13, 2021

SUBJECT: Approval of New Month-to-Month Lease

Port staff were approached by the Charleston Fishing Families (CFF), a non-profit organization working to support the commercial fishing fleet and the Charleston community. The CFF are seeking rental space within the Charleston Marina Complex to relocate their offices. The group expressed interest in Building 19 on Crossline in Charleston as a central location that would meet their need for space. Port staff negotiated a month-to-month commercial lease agreement with the CFF for the space, totaling approximately 1,000 square feet.

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: April 13, 2021
SUBJECT: Administrative Services Management Report

Upcoming Scheduled Meetings and Events:

- CCURA Board Meeting: Thursday, April 15, 7:30 am
- April Regular Commission Meeting: Tuesday, April 20, 3:00 pm
- Charleston Advisory Committee Meeting: TBD, week of May 3
- Port Budget Committee Meeting: TBD, week of May 24

New Commissioner Orientation:

On Wednesday, March 31, Port Staff welcomed Kyle Stevens to the Oregon International Port of Coos Bay Board of Commissioners with a day full of meetings, tours, and orientation. I have included Commissioner Stevens’s Orientation schedule following this report. It was a productive day getting to know Commissioner Stevens and introducing him to all facets of the Port of Coos Bay and the Coos Bay Rail Line.

Ordinance 143 Review and Revision:

Ordinance 143, which outlines regulations of all properties owned by the Port of Coos Bay, has not been updated since a minor amendment in 2014, and before that, since 2005. Over the years, a large list of new content and suggested revisions have been collected in anticipation of one day revising the ordinance. The time has come, and the ordinance is now in the drafting stages of the revision. Because of the extent of the amendments, the number of staff involved in the process, the public’s needed involvement regarding some of the content, legal review, and the length of the ordinance adoption process, we are planning final adoption of the ordinance for the end of the calendar year. The ordinance revision will be briefly discussed at the May Charleston Advisory Committee in anticipation of further discussion with the group in the near future. Once a final ordinance is drafted, it must be brought to the Commission twice before adoption.

Records Management:

Krystal and I continue to migrate our electronic files to our new organized structure. The migration is a meticulous, time consuming process, but is nearing the end with a goal of completion before the end of the fiscal year (end of June).

Travel Oregon Grant:

Port Staff submitted an application to Travel Oregon’s Competitive & Recovery Grants Program on March 31, requesting four additional yurts in the Charleston Marina RV Park. The goal of the grant is to enhance or expand infrastructure to provide a COVID-19 appropriate visitor experience as the demand increases to get outside and explore while physically distancing. The Charleston

Marina RV Park currently has three yurts on site which are in high demand and consistently reserved during the peak travel season. These additional yurts will provide the COVID appropriate overnight accommodation infrastructure needed to meet the demand of tourists eager to spend time outdoors and enjoy all the Oregon Coast has to offer. The Port requested maximum award of \$100,000, with an expected expenditure of nearly \$128,000 for supplies and labor. No cash match is required. Port staff should be notified of the grant application status by April 30, 2021.

Budget Planning:

The 2021/22 fiscal year budget planning process continues for the Administration department. A lot of time is spent on the thoughtful and thorough planning of the budget, with great consideration in planning of personnel, projects, and everyday operational expenses.

Statement of Economic Interest Reminder:

All Commissioners should have received a notice from the Oregon Government Ethics Commission requesting completion of the Annual Verified Statement of Economic Interest. Please ensure this online form is completed and submitted to the Oregon Government Ethics Commission by April 15.

COVID-19 Office Operations:

All staff who have been working remotely have now returned to the office as of Friday, April 9. The Marina office remains closed to the public as customers continue to be serviced telephonically. All employees must continue to physically distance and are required to wear masks when around others and when in common areas. Common areas are disinfected daily and daily health checks and COVID symptom questionnaires are completed daily by Port Administrative Office Staff and Charleston Marina Staff to ensure the safety and well-being of the public and other employees.



Oregon International Port of Coos Bay Commissioner Orientation Day Wednesday, March 31, 2021

- 8:30 **Port Administration Office**
125 W Central Avenue, Suite 300
Call Lanelle Comstock for entry (front door may be locked): 541-297-9917
- 8:30 – 9:30 **Welcome and Introduction to the Port of Coos Bay
Administration Office Tour and Operations Discussion
Review of Orientation Binder and Training**
John Burns, Chief Executive Officer
Lanelle Comstock, Chief Administrative Officer
- 9:30 – 9:50 **Travel to Charleston**
Commissioner Stevens, John Burns, Lanelle Comstock, Margaret Barber
- 9:50 – 11:10 **Charleston Marina Complex Tour and Operations Discussion**
Brandon Collura, Charleston Harbormaster
- 11:10 – 11:30 **Business Development & External Affairs Discussion (enroute to CB)**
Margaret Barber, Director of Business Development & External Affairs
- 11:30 – 1:00 **Lunch Meet and Greet**
Dave Kronsteiner, Commission President
- 1:00 – 2:00 **Finance & Accounting Discussion**
Megan Richardson, Director of Finance & Accounting
- 2:00 – 4:00 **Eastside, Upper Bay, and North Spit Tour and Port Operations Discussion**
Mike Dunning, Director of Port Operations and Asset Management
- Coos Bay Rail Line Tour and Operations Discussion**
Rich Lopez, CBRL General Manager



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Director of Finance
DATE: April 13, 2021
SUBJECT: Accounting & Finance Management Report

We hereby present February and February Year-to-Date (08 months) financial results for the Port.

Operating Revenue:

Total operating revenues were \$216K which was \$41K less than budget. All departments reported revenues that fell short of the budget this period except Rail Ops. Administration's shortfall is due to the timing of the receipt of the Special Districts Insurance Longevity Credit. It was budgeted to be received in February but was received in March. Port Operations revenue shortfall will continue for the fiscal year as reported last month. Charleston Ops shortfall this month is due to the reduced moorage, the Shipyard work dock, and lower Ice Sales. The moorage reduction was anticipated as annual and semi-annual had been exceeding budget for the first five months of the fiscal year. There were no reported earnings this period for the work dock, which is a \$5K impact. Ice Sales shortfall is exaggerated due to the allocation error for ice discussed in prior month's report. If using a correct allocation for the period Ice would be undersold by \$2,300 instead of the \$26K shortfall reported.

Railroad Ops exceeded budget this month by \$665. They moved 390 cars this month compared to the budgeted average of 417 car movements. The shortfall created by lower than projected car movements is offset by the higher than anticipated property agreement revenue this period.

Operating Expense:

Operating expenses totaled \$352K, which was \$23K less than budget. All departments remained within budget this month except Rail Ops. Rail Ops overage is for the purchase of surplus rail that was available at the conclusion of the Tunnel Rehab Project. Charleston was still completing dredging during February and this will account for most of the underspending in repairs and maintenance. It is expected repairs and maintenance will show in future periods when maintenance staff has completed dredging and is able to return their focus to the Marina.

Operating Result:

The Port ended February with a \$136K deficit against a planned deficit of \$117K which exceeds plan by \$18K. All departments performed better than plan except for Port Ops, Rail Ops, and Charleston Ops.

Other Income & Expense:

Total other revenues totaled \$29K, which is greater than budget by \$8K. Property tax received this period exceeds the budget estimate by \$9K. Other expenses totaled \$45K in February, which was \$38K less than plan. The underspending of other expenses is related to Capital Outlays. Capital Outlay is underspent due to the timing of capital projects.

Net Result & Year to Date:

February net result amounted to a loss of \$152K compared to a budgeted net loss of \$180K resulting in a \$27K positive variance. Year to date net result amounted to a gain of \$664K compared to a budgeted loss of \$278K resulting in a positive variance of \$941K. This variance underscores the importance of achieving a strong topline, in addition to managing operating expenses well.

Other Comments:

The total cash balances in all bank accounts at March month end were \$4,442,834.18 which is a decrease of \$188K from February, with interest earnings of \$1,691.03. 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 decreased by .15% to 0.60% pa.

Finance continues to work on the FY 2021/22 budget. The preparations are on schedule as we meet with department managers to review the draft budget and continue to fine tune our goals for next fiscal year. While a lot of processes have been challenging with working remotely, the budget review process has been one that has been improved. One of Administration's projects this year has been to migrate our data to a new file structure. This, coupled with meeting virtually, has streamlined the revision process that comes along with these budget preparation meetings. The budget draft is now edited in real time which has saved lots of time and eliminated version errors.

Finance will also start preparing for the interim audit field work that is scheduled for the week of May 10th. The Moss Adams auditing team will be completing this audit work remotely due to the current conditions. It is undecided if they will be in person for final field work that will occur in the fall of 2021.

Financial Report - Actual vs. Budget - General Fund
For Period Ending Feb 2021



		Current Period				Same Month Last Year			Year to Date				Year End					
		Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
		Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
1	Operating Income																	
2	Administration	1,371	9,553	(8,182)	(86%)	9,426	(8,056)	(85%)	10,910	19,073	(8,163)	(43%)	18,961	(8,051)	(42%)	16,873	25,036	(33%)
3	External Affairs	0	33	(33)	(100%)	2	(2)	(100%)	115	267	(152)	(57%)	466	(351)	(75%)	248	400	(38%)
5	Port Operations	13,375	20,411	(7,035)	(34%)	14,904	(1,528)	(10%)	128,243	163,284	(35,041)	(21%)	455,048	(326,805)	(72%)	209,885	244,926	(14%)
6	Railroad Operations	68,089	67,425	665	1%	59,312	8,778	15%	546,604	562,152	(15,547)	(3%)	496,364	50,240	10%	864,862	880,410	(2%)
8	Charleston Operations																	
9	Building & Dock Leases	22,989	18,333	4,656	25%	16,925	6,064	36%	160,759	146,667	14,093	10%	129,539	31,220	24%	234,093	220,000	6%
11	Marina	67,049	71,025	(3,977)	(6%)	61,274	5,775	9%	675,343	634,826	40,516	6%	667,534	7,809	1%	1,068,176	1,027,660	4%
12	Shipyards	16,842	21,050	(4,208)	(20%)	19,309	(2,467)	(13%)	160,261	168,400	(8,139)	(5%)	159,112	1,149	1%	244,461	252,600	(3%)
13	RV Park	16,220	14,103	2,117	15%	12,841	3,379	26%	265,242	251,286	13,956	6%	241,249	23,993	10%	351,456	337,500	4%
14	Ice Plant	3,201	30,037	(26,836)	(89%)	0	3,201	-	25,919	180,219	(154,300)	(86%)	145,435	(119,516)	(82%)	146,065	300,365	(51%)
16	Travel Lift	5,275	5,000	275	5%	2,845	2,430	85%	27,878	40,000	(12,122)	(30%)	28,621	(743)	(3%)	47,878	60,000	(20%)
17	Other	1,670	542	1,128	208%	1,769	(99)	(6%)	11,786	4,333	7,453	172%	20,077	(8,290)	(41%)	13,953	6,500	115%
18	Total Charleston Operations	133,246	160,090	(26,844)	(17%)	114,963	18,283	16%	1,327,188	1,425,731	(98,544)	(7%)	1,391,567	(64,380)	(5%)	2,106,081	2,204,625	(4%)
19	Total Operating Income	216,081	257,511	(41,431)	(16%)	198,606	17,474	9%	2,013,060	2,170,506	(157,446)	(7%)	2,362,407	(349,347)	(15%)	3,197,950	3,355,397	(5%)
21	Operating Expenses																	
22	Administration	121,032	138,435	17,404	13%	94,192	(26,839)	(28%)	953,320	1,188,273	234,953	20%	1,508,949	555,629	37%	1,546,812	1,781,765	13%
23	External Affairs	19,513	22,384	2,871	13%	31,185	11,672	37%	164,631	184,237	19,606	11%	242,136	77,504	(32%)	259,332	278,938	(7%)
24	Port Development	16,836	26,058	9,222	35%	32,248	15,412	48%	144,794	221,333	76,538	35%	217,971	73,177	(34%)	261,896	338,434	(23%)
25	Port Operations	13,701	15,021	1,320	9%	12,041	(1,660)	(14%)	112,691	125,596	12,905	10%	157,864	45,173	(29%)	178,204	191,109	(7%)
26	Railroad Operations	46,446	13,481	(32,965)	(245%)	30,161	(16,285)	(54%)	135,127	107,850	(27,277)	(25%)	537,514	402,387	(75%)	189,052	161,775	17%
28	Charleston Operations	134,644	160,020	25,377	16%	131,583	(3,060)	(2%)	1,052,075	1,319,057	266,982	20%	1,341,523	289,447	(22%)	1,731,052	1,998,034	(13%)
29	Total Expenses	352,171	375,399	(23,228)	6%	331,411	(20,760)	(6%)	2,562,639	3,146,347	(583,707)	19%	4,005,956	(1,443,317)	36%	4,166,348	4,750,055	12%
31	Operating Results																	
32	Administration	(119,661)	(128,882)	9,221	(7%)	(84,766)	(34,895)	41%	(942,410)	(1,169,200)	226,790	(19%)	(1,489,988)	547,578	(37%)	(1,529,939)	(1,756,729)	(13%)
33	External Affairs	(19,513)	(22,351)	2,838	(13%)	(31,183)	11,670	(37%)	(164,516)	(183,970)	19,454	(11%)	(241,670)	77,153	(32%)	(259,084)	(278,538)	(7%)
34	Port Development	(16,836)	(26,058)	9,222	(35%)	(32,248)	15,412	(48%)	(144,794)	(221,333)	76,538	(35%)	(217,971)	73,177	(34%)	(261,896)	(338,434)	(23%)
35	Port Operations	(326)	5,390	(5,716)	(106%)	2,863	(3,189)	(111%)	15,552	37,688	(22,136)	(59%)	297,184	(281,632)	(95%)	31,681	53,817	(41%)
36	Railroad Operations	21,643	53,943	(32,300)	(60%)	29,150	(7,507)	(26%)	411,477	454,301	(42,824)	(9%)	(41,150)	452,627	(1100%)	675,810	718,635	(6%)
38	Charleston Operations	(1,398)	70	(1,468)	(2103%)	(16,620)	15,222	(92%)	275,112	106,674	168,438	158%	50,045	225,068	450%	375,029	206,591	82%
39	Totals Operating Results	(136,091)	(117,888)	(18,203)	15%	(132,804)	(3,286)	2%	(549,579)	(975,840)	426,261	(44%)	(1,643,549)	1,093,970	(67%)	(968,398)	(1,394,659)	(31%)
41	Tax Collected	19,405	10,288	9,117	89%	11,205	8,200	73%	2,108,357	2,522,310	(413,952)	(16%)	2,353,375	(245,018)	(10%)	2,227,653	2,641,605	(16%)
42	Financial Income	9,298	10,674	(1,376)	(13%)	10,955	(1,657)	(15%)	73,317	79,691	(6,374)	(8%)	102,541	(29,224)	(28%)	112,113	118,487	(5%)
43	Grant Income	0	0	0	-	0	0	-	48,783	5,400	43,383	803%	6,140	42,643	694%	75,783	32,400	134%
45	Other Income	0	0	0	-	3,064	(3,064)	(100%)	32,398	0	32,398	-	26,525	5,873	22%	878,973	846,575	4%
46	Total Other Income	28,703	20,962	7,740	37%	25,224	3,479	14%	2,262,855	2,607,401	(344,546)	(13%)	2,488,581	(225,726)	(9%)	3,294,521	3,639,067	(9%)
48	Financial Expenses & Taxes	1,927	2,383	(456)	(19%)	61,763	59,836	(97%)	61,308	36,567	(24,741)	(68%)	103,924	42,616	(41%)	75,341	50,600	(49%)
49	Debt Service	42,976	23,812	19,164	80%	4,058	(38,918)	959%	903,269	1,418,558	515,289	(36%)	808,137	(95,133)	12%	998,519	1,513,808	34%
50	Capital Outlays	0	56,667	56,667	(100%)	0	0	-	84,908	453,333	368,425	(81%)	154,306	69,398	(45%)	311,575	680,000	54%
52	Total Other Expenses	44,903	82,862	(37,959)	(46%)	65,821	20,918	(32%)	1,049,486	1,908,458	858,973	(45%)	1,066,367	16,881	(2%)	1,385,435	2,244,408	(38%)
54	Net Result	(152,291)	(179,788)	27,497	15%	(173,401)	21,110	(12%)	663,791	(276,898)	940,688	340%	(221,335)	885,126	400%	940,688	0	(408994886%)

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date						Year End			
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD		Jul 2020 - Jun 2021			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	371	491	(120)	-24%	360	11	3%	2,900	3,011	(111)	-4%	2,878	22	1%	4,863	4,974	-2%
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	8,000	8,000	0	0%	8,000	0	0%	12,000	12,000	0%
4290 Other	0	8,062	(8,062)	-100%	8,067	(8,067)	-100%	10	8,062	(8,052)	-100%	8,083	(8,073)	-100%	10	8,062	-100%
Total Operating Income	1,371	9,553	(8,182)	-86%	9,426	(8,056)	-85%	10,910	19,073	(8,163)	-43%	18,961	(8,051)	-42%	16,873	25,036	-33%
Expenses																	
Personnel Services																	
5005 Salaries	51,690	51,437	(252)	0%	42,130	(9,560)	-23%	453,310	437,318	(15,991)	-4%	345,444	(107,866)	-31%	684,878	668,887	-2%
5010 Other compensation	0	1,119	1,119	100%	0	0	-	0	49,991	49,991	100%	0	0	-	4,475	54,466	92%
5015 Overtime	0	38	38	100%	0	0	-	0	320	320	100%	121	121	100%	169	489	65%
5050 Merit Pool	0	1,305	1,305	100%	0	0	-	0	11,093	11,093	100%	0	0	-	5,874	16,966	65%
Total Compensation	51,690	53,899	2,209	4%	42,130	(9,560)	-23%	453,310	498,722	45,412	9%	345,565	(107,745)	-31%	695,397	740,808	6%
5100 Federal Payroll taxes	2,237	3,755	1,518	40%	3,182	945	30%	23,939	31,925	7,986	25%	21,408	(2,531)	-12%	40,844	48,830	16%
5105 State Payroll taxes	12	0	(12)	-	10	(3)	-26%	85	0	(85)	-	80	(5)	-6%	85	0	-
5110 Unemployment Insurance	1,376	698	(677)	-97%	1,082	(294)	-27%	4,991	5,936	945	16%	3,682	(1,309)	-36%	8,135	9,080	10%
5115 Workers compensation	104	111	7	6%	85	(19)	-23%	57	947	890	94%	678	622	92%	558	1,448	61%
Total Payroll Taxes	3,729	4,565	835	18%	4,358	629	14%	29,071	38,808	9,737	25%	25,849	(3,223)	-12%	49,621	59,358	16%
5200 Medical insurance	7,684	6,753	(931)	-14%	3,927	(3,757)	-96%	61,471	57,413	(4,058)	-7%	27,489	(33,981)	-124%	91,872	87,814	-5%
5205 Dental insurance	922	1,144	222	19%	668	(254)	-38%	7,122	9,723	2,601	27%	5,341	(1,781)	-33%	12,271	14,872	17%
5215 Term life insurance	94	85	(9)	-10%	324	231	71%	994	722	(273)	-38%	2,813	1,818	65%	1,377	1,104	-25%
5220 Long Term Disability insurance	292	304	12	4%	0	(292)	-	1,945	2,585	640	25%	0	(1,945)	-	3,313	3,953	16%
5225 PERS Employer Contributions	8,304	10,399	2,095	20%	8,043	(262)	-3%	62,887	88,413	25,526	29%	65,473	2,587	4%	109,703	135,229	19%
5230 PERS Employee Contributions	2,610	3,167	557	18%	2,528	(82)	-3%	19,765	26,924	7,159	27%	20,578	813	4%	34,022	41,181	17%
Total Insured Benefits	19,906	21,851	1,945	9%	15,489	(4,417)	-29%	154,184	185,779	31,595	17%	121,694	(32,490)	-27%	252,558	284,153	11%
Total Personnel Services	75,326	80,315	4,989	6%	61,977	(13,348)	-22%	636,565	723,309	86,744	12%	493,108	(143,458)	-29%	997,576	1,084,319	8%
Goods & Services																	
6005 Seminars & training	161	322	161	50%	100	(61)	-61%	426	2,573	2,147	83%	3,051	2,625	86%	1,713	3,860	56%
6010 Educational reimbursement	0	0	0	-	0	0	-	0	0	0	-	6,582	6,582	100%	0	0	-
Total Staff Training	161	322	161	50%	100	(61)	-61%	426	2,573	2,147	83%	9,633	9,207	96%	1,713	3,860	56%
6020 Travel - airfare	0	83	83	100%	0	0	-	0	667	667	100%	0	0	-	333	1,000	67%
6025 Travel - lodging & transportation	0	242	242	100%	8	8	100%	0	1,933	1,933	100%	869	869	100%	967	2,900	67%
6030 Travel - Per Diem & mileage reimbursement	0	63	63	100%	0	0	-	0	500	500	100%	1,116	1,116	100%	250	750	67%
6035 Meals & Entertainment	0	233	233	100%	49	49	100%	93	1,867	1,774	95%	5,775	5,682	98%	1,026	2,800	63%
Total Travel & Entertainment	0	621	621	100%	57	57	100%	93	4,967	4,874	98%	7,760	7,667	99%	2,576	7,450	65%
6050 Office supplies	285	750	465	62%	315	30	10%	2,910	6,000	3,090	52%	5,735	2,825	49%	5,910	9,000	34%
6055 Kitchen supplies	107	355	247	70%	193	85	44%	1,204	2,837	1,633	58%	2,039	835	41%	2,623	4,256	38%
6060 IT supplies	0	667	667	100%	30	30	100%	24,344	5,333	(19,010)	-356%	4,412	(19,932)	-452%	27,010	8,000	-238%

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6070 Postage & courier services	41	433	392	91%	406	365	90%	2,097	3,467	1,370	40%	2,898	801	28%	3,830	5,200	26%
6075 Memberships & dues	919	0	(919)	-	0	(919)	-	1,838	0	(1,838)	-	0	(1,838)	-	1,838	0	-
6080 Office lease	8,046	8,092	45	1%	7,927	(119)	-2%	63,537	64,733	1,196	2%	62,012	(1,525)	-2%	95,904	97,100	1%
6085 Office equipment lease	0	178	178	100%	0	0	-	1,070	1,427	357	25%	1,007	(62)	-6%	1,783	2,140	17%
6087 Office equipment repairs & maintenance	109	375	266	71%	349	240	69%	1,199	3,000	1,801	60%	2,492	1,293	52%	2,699	4,500	40%
6090 IT SW subscriptions & licenses	9,278	11,018	1,740	16%	9,772	494	5%	77,272	88,147	10,875	12%	77,782	510	1%	121,345	132,220	8%
6095 Commission expenses	0	208	208	100%	2,286	2,286	100%	0	1,667	1,667	100%	4,654	4,654	100%	833	2,500	67%
Total Office Expense	18,785	22,076	3,291	15%	21,278	2,492	12%	175,471	176,611	1,139	1%	163,031	(12,440)	-8%	263,777	264,916	0%
6100 Telephone - landline	471	450	(21)	-5%	464	(7)	-1%	3,359	3,600	241	7%	3,249	(111)	-3%	5,159	5,400	4%
6105 Telephone - mobile	475	780	305	39%	572	97	17%	3,523	6,240	2,717	44%	4,652	1,129	24%	6,643	9,360	29%
6110 Internet services	604	608	5	1%	604	0	0%	4,829	4,867	38	1%	4,879	50	1%	7,262	7,300	1%
6115 Cable TV	0	50	50	100%	50	50	100%	303	400	97	24%	399	95	24%	503	600	16%
6130 Electricity	437	625	188	30%	567	130	23%	3,854	5,000	1,146	23%	4,585	731	16%	6,354	7,500	15%
Total Utilities	1,986	2,513	527	21%	2,256	270	12%	15,869	20,107	4,238	21%	17,763	1,894	11%	25,922	30,160	14%
6200 Temporary/Contract help	0	2,900	2,900	100%	0	0	-	24,726	23,200	(1,526)	-7%	0	(24,726)	-	36,326	34,800	-4%
6205 Janitorial services	484	485	2	0%	594	111	19%	3,868	3,880	12	0%	3,868	0	0%	5,808	5,820	0%
6215 Payroll services	619	867	248	29%	657	38	6%	5,081	6,933	1,853	27%	5,254	174	3%	8,547	10,400	18%
6245 Legal advertising	0	167	167	100%	0	0	-	0	1,333	1,333	100%	387	387	100%	667	2,000	67%
6250 Legal services	3,110	12,500	9,390	75%	5,268	2,158	41%	18,007	100,000	81,993	82%	744,487	726,480	98%	68,007	150,000	55%
6255 Auditing	19,000	4,583	(14,417)	-315%	0	(19,000)	-	56,300	36,667	(19,633)	-54%	44,900	(11,400)	-25%	74,633	55,000	-36%
6260 Consulting services	0	83	83	100%	0	0	-	0	667	667	100%	275	275	100%	333	1,000	67%
6265 Recruiting services	0	208	208	100%	0	0	-	0	1,667	1,667	100%	129	129	100%	833	2,500	67%
6270 Contracted Services	0	0	0	-	0	0	-	82	0	(82)	-	78	(4)	-6%	82	0	-
6290 Commercial insurance	1,519	1,733	213	12%	1,755	236	13%	13,588	13,860	272	2%	12,462	(1,126)	-9%	20,518	20,790	1%
Total Professional Services	24,732	23,526	(1,206)	-5%	8,274	(16,457)	-199%	121,652	188,207	66,555	35%	811,841	690,189	85%	215,755	282,310	24%
6351 Awards & Recognitions	0	313	313	100%	0	0	-	2,475	2,500	25	1%	2,630	155	6%	3,725	3,750	1%
Total Marketing Expense	0	313	313	100%	0	0	-	2,475	2,500	25	1%	2,630	155	6%	3,725	3,750	1%
6405 Safety/hazardous materials	0	0	0	-	0	0	-	504	0	(504)	-	0	(504)	-	504	0	-
6425 Operational supplies	0	0	0	-	0	0	-	0	0	0	-	0	0	100%	0	0	-
6430 Equipment Rental	0	0	0	-	0	0	-	0	0	0	-	2,211	2,211	100%	0	0	-
6450 Fuel - Gas	42	250	208	83%	142	100	71%	167	2,000	1,833	92%	639	472	74%	1,167	3,000	61%
Total Operational Expense	42	250	208	83%	142	100	71%	671	2,000	1,329	66%	2,850	2,180	76%	1,671	3,000	44%
6505 Repairs & maintenance vehicles	0	42	42	100%	108	108	100%	0	333	333	100%	149	149	100%	167	500	67%
6510 Repairs & maintenance buildings	0	125	125	100%	0	0	-	92	1,000	908	91%	179	87	49%	592	1,500	61%
Total Repair and Maintenance	0	167	167	100%	108	108	100%	98	1,333	1,235	93%	332	234	70%	765	2,000	62%
6599 Budget Contingency	0	8,333	8,333	100%	0	0	-	0	66,667	66,667	100%	0	0	-	33,333	100,000	67%
Total Goods & Services	45,706	58,120	12,415	21%	32,215	(13,491)	-42%	316,754	464,964	148,209	32%	1,015,841	699,086	69%	549,237	697,446	21%

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date						Year End			
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD		Jul 2020 - Jun 2021			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Expenses	121,032	138,435	17,404	13%	94,192	(26,839)	-28%	953,320	1,188,273	234,953	20%	1,508,949	555,629	37%	1,546,812	1,781,765	13%
Operating Results	(119,661)	(128,882)	9,221	-7%	(84,766)	(34,895)	41%	(942,410)	(1,169,200)	226,790	-19%	(1,489,988)	547,578	-37%	(1,529,939)	(1,756,729)	-13%
Other Income & Expenses																	
Other Income																	
4405 Property Taxes - Current Year	12,455	9,038	3,417	38%	7,754	4,701	61%	1,731,949	1,708,220	23,730	1%	1,668,492	63,458	4%	1,831,370	1,807,640	1%
4410 Property Taxes - Prior Years	6,950	1,250	5,700	456%	3,451	3,499	101%	59,171	30,125	29,046	96%	50,570	8,601	17%	79,046	50,000	58%
4505 Interest - Bank	1,924	3,300	(1,376)	-42%	3,581	(1,657)	-46%	14,326	20,700	(6,374)	-31%	43,550	(29,224)	-67%	23,626	30,000	-21%
4506 Interest - Southport Note	1,963	2,143	(179)	-8%	2,123	(160)	-8%	16,084	17,141	(1,057)	-6%	17,350	(1,267)	-7%	24,654	25,711	-4%
4515 Principal Repayment - Southport Note	5,410	5,231	179	3%	5,251	160	3%	42,908	41,851	1,057	3%	41,641	1,267	3%	63,833	62,776	2%
4695 Grants Received - Other	0	0	0	-	0	0	-	48,783	0	48,783	-	0	48,783	-	48,783	0	-
4815 Transfer - RF	0	0	0	-	0	0	-	0	0	0	-	0	0	-	201,575	201,575	0%
4905 Other	0	0	0	-	0	0	-	8	0	8	-	2	6	303%	8	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	22,349	0	22,349	-	0	22,349	-	22,349	0	-
Total Other Income	28,703	20,962	7,740	37%	22,159	6,543	30%	1,935,577	1,818,036	117,541	6%	1,821,604	113,973	6%	2,295,243	2,177,702	5%
Other Expenses																	
Taxes & Misc Expenses																	
6705 Grant expenses	0	0	0	-	0	0	-	35	0	(35)	-	0	(35)	-	35	0	-
6740 Merchant fees	1,952	1,500	(452)	-30%	1,337	(615)	-46%	19,473	19,500	27	0%	17,780	(1,693)	-10%	29,973	30,000	0%
6745 Banking fees	(25)	50	75	150%	0	25	8433%	(14)	400	414	104%	12	26	218%	186	600	69%
6755 Insurance Claims	0	0	0	-	0	0	-	20,294	0	(20,294)	-	0	(20,294)	-	20,294	0	-
Total Taxes & Misc Expenses	1,927	1,550	(377)	-24%	1,337	(590)	-44%	39,789	19,900	(19,889)	-100%	17,792	(21,996)	-124%	50,489	30,600	-65%
Debt Services																	
7020 Principal repayment - Vehicles	824	4,382	3,558	81%	789	(35)	-4%	6,509	35,057	28,549	81%	1,575	(4,934)	-313%	24,037	52,586	54%
7025 Interest payment - Vehicles	153	503	350	70%	188	35	19%	1,308	4,025	2,717	68%	379	(929)	-245%	3,321	6,038	45%
Total Debt Services	977	4,885	3,908	80%	977	0	0%	7,817	39,083	31,266	80%	1,954	(5,862)	-300%	27,358	58,624	53%
Total Other Expenses	2,904	6,435	3,531	55%	2,314	(590)	-25%	47,605	58,983	11,377	19%	19,747	(27,859)	-141%	77,847	89,224	13%
Net Other Income	25,798	14,527	11,272	78%	19,845	5,953	30%	1,887,972	1,759,053	128,919	7%	1,801,858	86,114	5%	2,217,397	2,088,478	6%
Net Result	(93,862)	(114,355)	20,493	-18%	(64,921)	(28,942)	45%	945,562	589,853	355,709	60%	311,870	633,692	203%	687,458	331,748	107%

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

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				
	Feb 2021		\$ Diff	% Diff	Feb 2020		% Diff	Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021			
	Actual	Budget			Actual	\$ Diff		Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff	
Operating Income																		
4180 Merchandise	0	0	0	-	2	(2)	-100%	40	0	40	-	466	(426)	-91%	40	0	-	
4290 Other	0	33	(33)	-100%	0	0	-	75	267	(192)	-72%	0	75	-	208	400	-48%	
Total Operating Income	0	33	(33)	-100%	2	(2)	-100%	115	267	(152)	-57%	466	(351)	-75%	248	400	-38%	
Expenses																		
Personnel Services																		
5005 Salaries	6,641	6,639	(2)	0%	10,412	3,771	36%	54,055	56,443	2,388	4%	83,636	29,581	35%	83,942	86,330	3%	
5010 Other compensation	0	192	192	100%	0	0	-	0	1,628	1,628	100%	0	0	-	862	2,490	65%	
Total Compensation	6,641	6,830	190	3%	10,412	3,771	36%	54,055	58,071	4,016	7%	83,636	29,581	35%	84,804	88,820	5%	
5100 Federal Payroll taxes	504	523	18	4%	790	285	36%	4,106	4,443	337	8%	6,345	2,239	35%	6,458	6,795	5%	
5105 State Payroll taxes	2	0	(2)	-	3	2	49%	12	0	(12)	-	27	15	55%	12	0	-	
5110 Unemployment Insurance	185	84	(100)	-119%	268	84	31%	373	716	343	48%	1,137	763	67%	752	1,095	31%	
5115 Workers compensation	26	16	(11)	-67%	49	23	46%	210	133	(76)	-57%	390	180	46%	280	204	-37%	
Total Payroll Taxes	717	622	(94)	-15%	1,110	393	35%	4,701	5,292	591	11%	7,898	3,197	40%	7,503	8,094	7%	
5200 Medical insurance	1,133	995	(137)	-14%	1,453	320	22%	9,061	8,463	(598)	-7%	11,620	2,559	22%	13,543	12,945	-5%	
5205 Dental insurance	105	126	22	17%	154	50	32%	837	1,075	238	22%	1,236	398	32%	1,406	1,644	14%	
5215 Term life insurance	12	11	(1)	-9%	113	101	90%	135	92	(43)	-47%	624	489	78%	183	140	-31%	
5220 Long Term Disability insurance	41	38	(3)	-8%	0	(41)	-	290	325	35	11%	0	(290)	-	462	497	7%	
5225 PERS Employee Contributions	1,268	1,267	(0)	0%	1,988	720	36%	10,762	10,775	12	0%	16,458	5,696	35%	16,468	16,480	0%	
5230 PERS Employer Contributions	398	398	(0)	0%	625	226	36%	3,383	3,387	4	0%	5,173	1,790	35%	5,176	5,180	0%	
Total Insured Benefits	2,957	2,837	(120)	-4%	4,332	1,376	32%	24,469	24,116	(353)	-1%	35,111	10,642	30%	37,239	36,886	-1%	
Total Personnel Services	10,314	10,289	(25)	0%	15,854	5,540	35%	83,224	87,479	4,254	5%	126,645	43,420	34%	129,546	133,800	3%	
Goods & Services																		
6020 Travel - airfare	0	42	42	100%	0	0	-	0	333	333	100%	1,437	1,437	100%	167	500	67%	
6025 Travel - lodging & transportation	0	108	108	100%	0	0	-	0	867	867	100%	3,296	3,296	100%	433	1,300	67%	
6030 Travel - Per Diem & mileage reimbursement	0	65	65	100%	22	22	100%	0	517	517	100%	1,750	1,750	100%	258	775	67%	
6035 Meals & Entertainment	0	75	75	100%	0	0	-	0	600	600	100%	523	523	100%	300	900	67%	
Total Travel & Entertainment	0	290	290	100%	22	22	100%	0	2,317	2,317	100%	7,005	7,005	100%	1,158	3,475	67%	
6050 Office supplies	0	42	42	100%	0	0	-	13	333	321	96%	183	170	93%	179	500	64%	
6075 Memberships & dues	1,471	2,302	830	36%	3,102	1,630	53%	19,225	18,415	(810)	-4%	19,120	(105)	-1%	28,432	27,622	-3%	
Total Office Expense	1,471	2,344	872	37%	3,102	1,630	53%	19,238	18,748	(489)	-3%	19,303	65	0%	28,612	28,122	-2%	

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

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			
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD		Jul 2020 - Jun 2021			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6270 Contracted Services	0	120	120	100%	0	0	-	721	960	239	25%	32	(689)	-2152%	1,201	1,440	17%
Total Professional Services	0	120	120	100%	0	0	-	721	960	239	25%	32	(689)	-2152%	1,201	1,440	17%
6310 Marketing supplies	0	396	396	100%	333	333	100%	190	3,167	2,977	94%	4,779	4,589	96%	1,773	4,750	63%
6315 Advertising	0	1,858	1,858	100%	4,318	4,318	100%	6,651	14,867	8,216	55%	14,043	7,392	53%	14,084	22,300	37%
6320 Cargo recruitment & development	0	0	0	-	0	0	-	0	0	0	-	2,661	2,661	100%	0	0	-
6340 Legislative support	7,728	6,700	(1,028)	-15%	6,807	(921)	-14%	53,158	53,600	443	1%	53,160	2	0%	79,958	80,400	1%
6345 Community affairs	0	388	388	100%	750	750	100%	1,450	3,100	1,650	53%	14,507	13,058	90%	3,000	4,650	35%
Total Marketing Expense	7,728	9,342	1,614	17%	12,208	4,480	37%	61,449	74,733	13,285	18%	89,151	27,702	31%	98,815	112,100	12%
Total Goods & Services	9,199	12,095	2,896	24%	15,331	6,132	40%	81,407	96,758	15,351	16%	115,491	34,084	30%	129,786	145,137	11%
Total Expenses	19,513	22,384	2,871	13%	31,185	11,672	37%	164,631	184,237	19,606	11%	242,136	77,504	32%	259,332	278,938	7%
Operating Results	(19,513)	(22,351)	2,838	-13%	(31,183)	11,670	-37%	(164,516)	(183,970)	19,454	-11%	(241,670)	77,153	-32%	(259,084)	(278,538)	-7%
Other Income & Expenses																	
Other Income																	
Net Result	(19,513)	(22,351)	2,838	-13%	(31,183)	11,670	-37%	(164,516)	(183,970)	19,454	-11%	(241,670)	77,153	-32%	(259,084)	(278,538)	-7%

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

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					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				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	7,679	9,311	(1,631)	-18%	9,246	(1,566)	-17%	73,139	74,487	(1,349)	-2%	74,079	(941)	-1%	110,382	111,731	-1%
4010 Property Agreements	5,696	11,100	(5,404)	-49%	5,658	38	1%	55,105	88,797	(33,692)	-38%	54,519	585	1%	99,503	133,195	-25%
4240 Project Management Fees	0	0	0	-	0	0	-	0	0	0	-	326,450	(326,450)	-100%	0	0	-
Total Operating Income	13,375	20,411	(7,035)	-34%	14,904	(1,528)	-10%	128,243	163,284	(35,041)	-21%	455,048	(326,805)	-72%	209,885	244,926	-14%
Expenses																	
Personnel Services																	
5005 Salaries	8,846	7,752	(1,094)	-14%	7,521	(1,325)	-18%	69,670	65,905	(3,765)	-6%	97,619	27,949	29%	104,568	100,803	-4%
5010 Other compensation	0	224	224	100%	0	0	-	0	1,901	1,901	100%	0	0	-	1,007	2,908	65%
Total Compensation	8,846	7,975	(871)	-11%	7,521	(1,325)	-18%	69,670	67,806	(1,864)	-3%	97,619	27,949	29%	105,574	103,711	-2%
5100 Federal Payroll taxes	677	610	(67)	-11%	575	(101)	-18%	5,330	5,187	(142)	-3%	7,468	2,138	29%	8,076	7,934	-2%
5105 State Payroll taxes	2	0	(2)	-	2	0	0%	12	0	(12)	-	23	11	49%	12	0	-
5110 Unemployment Insurance	248	84	(163)	-194%	196	(52)	-27%	495	716	221	31%	511	16	3%	874	1,095	20%
5115 Workers compensation	26	18	(8)	-43%	41	15	37%	210	156	(54)	-34%	331	121	37%	293	239	-22%
Total Payroll Taxes	952	713	(240)	-34%	814	(138)	-17%	6,046	6,059	13	0%	8,333	2,287	27%	9,255	9,268	0%
5200 Medical insurance	0	0	0	-	0	0	-	0	0	0	-	3,927	3,927	100%	0	0	-
5205 Dental insurance	50	126	77	61%	105	55	52%	344	1,075	731	68%	1,335	991	74%	913	1,644	44%
5215 Term life insurance	12	11	(1)	-9%	13	1	7%	142	92	(50)	-55%	746	604	81%	190	140	-36%
5220 Long Term Disability insurance	48	45	(4)	-8%	0	(48)	-	339	380	41	11%	0	(339)	-	540	581	7%
5225 PERS Employee Contributions	1,689	1,480	(209)	-14%	1,436	(253)	-18%	13,817	12,581	(1,236)	-10%	19,188	5,371	28%	20,479	19,243	-6%
5230 PERS Employer Contributions	531	465	(66)	-14%	451	(80)	-18%	4,343	3,954	(389)	-10%	6,031	1,688	28%	6,437	6,048	-6%
Total Insured Benefits	2,329	2,127	(203)	-10%	2,004	(325)	-16%	18,985	18,082	(903)	-5%	31,227	12,242	39%	28,559	27,656	-3%
Total Personnel Services	12,128	10,815	(1,313)	-12%	10,339	(1,789)	-17%	94,701	91,947	(2,754)	-3%	137,179	42,478	31%	143,389	140,635	-2%
Goods & Services																	
6020 Travel - airfare	0	83	83	100%	0	0	-	0	667	667	100%	1,002	1,002	100%	333	1,000	67%
6025 Travel - lodging & transportation	0	292	292	100%	771	771	100%	0	2,333	2,333	100%	4,950	4,950	100%	1,167	3,500	67%
6030 Travel - Per Diem & mileage reimbursement	0	42	42	100%	0	0	-	0	333	333	100%	2,468	2,468	100%	167	500	67%
6035 Meals & Entertainment	0	21	21	100%	0	0	-	16	167	151	90%	263	247	94%	99	250	60%
Total Travel & Entertainment	0	438	438	100%	771	771	100%	16	3,500	3,484	100%	8,684	8,668	100%	1,766	5,250	66%
6130 Electricity	121	142	20	14%	133	12	9%	1,052	1,133	81	7%	978	(74)	-8%	1,619	1,700	5%
6155 Environmental Remediation/Mitigation/Monitoring	555	208	(347)	-166%	0	(555)	-	798	1,667	869	52%	1,006	208	21%	1,631	2,500	35%
Total Utilities	677	350	(327)	-93%	133	(543)	-408%	1,850	2,800	950	34%	1,984	134	7%	3,250	4,200	23%

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

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					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6270 Contracted Services	0	167	167	100%	0	0	-	1,775	1,333	(442)	-33%	1,694	(81)	-5%	2,442	2,000	-22%
6290 Commercial insurance	897	848	(49)	-6%	798	(99)	-12%	6,583	6,783	199	3%	5,934	(649)	-11%	9,975	10,174	2%
Total Professional Services	897	1,015	118	12%	798	(99)	-12%	8,358	8,116	(242)	-3%	7,629	(730)	-10%	12,416	12,174	-2%
6400 Small equipment & tools	0	42	42	100%	0	0	-	0	333	333	100%	0	0	-	167	500	67%
6405 Safety/hazardous materials	0	633	633	100%	0	0	-	7,301	5,067	(2,235)	-44%	760	(6,542)	-861%	9,835	7,600	-29%
6410 Signage	0	83	83	100%	0	0	-	0	667	667	100%	0	0	-	333	1,000	67%
6415 Clothing	0	21	21	100%	0	0	-	0	167	167	100%	0	0	-	83	250	67%
6450 Fuel - Gas	0	0	0	-	0	0	-	0	0	0	-	88	88	100%	0	0	-
Total Operational Expense	0	779	779	100%	0	0	-	7,301	6,233	(1,068)	-17%	848	(6,453)	-761%	10,418	9,350	-11%
6510 Repairs & maintenance buildings	0	417	417	100%	0	0	-	0	3,333	3,333	100%	25	25	100%	1,667	5,000	67%
6515 Repairs & maintenance land improvements	0	708	708	100%	0	0	-	0	5,667	5,667	100%	0	0	-	2,833	8,500	67%
6520 Repairs & maintenance docks	0	208	208	100%	0	0	-	126	1,667	1,541	92%	48	(77)	-159%	959	2,500	62%
6575 Waterway Leases	0	208	208	100%	0	0	-	0	1,667	1,667	100%	1,135	1,135	100%	833	2,500	67%
6580 Permits	0	83	83	100%	0	0	-	339	667	328	49%	333	(6)	-2%	672	1,000	33%
Total Repair and Maintenance	0	1,625	1,625	100%	0	0	-	465	13,000	12,535	96%	1,541	1,076	70%	6,965	19,500	64%
Total Goods & Services	1,573	4,206	2,633	63%	1,702	128	8%	17,990	33,649	15,659	47%	20,686	2,695	13%	34,815	50,474	31%
Total Expenses	13,701	15,021	1,320	9%	12,041	(1,660)	-14%	112,691	125,596	12,905	10%	157,864	45,173	29%	178,204	191,109	7%
Operating Results	(326)	5,390	(5,716)	-106%	2,863	(3,189)	-111%	15,552	37,688	(22,136)	-59%	297,184	(281,632)	-95%	31,681	53,817	-41%
4905 Other	0	0	0	-	1,000	(1,000)	-100%	0	0	0	-	3,000	(3,000)	-100%	0	0	-
Total Other Income	0	0	0	-	1,000	(1,000)	-100%	0	0	0	-	3,000	(3,000)	-100%	0	0	-
Taxes & Misc Expenses																	
Net Other Income	0	0	0	-	1,000	(1,000)	-100%	0	0	0	-	3,000	(3,000)	-100%	0	0	-
Net Result	(326)	5,390	(5,716)	-106%	3,863	(4,189)	-108%	15,552	37,688	(22,136)	-59%	300,184	(284,632)	-95%	31,681	53,817	-41%

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

amounts in \$US dollars

Fund: General Fund

Department: Port Development

Location: All

Budget: Adopted



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				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																	
Expenses																	
Personnel Services																	
5005 Salaries	10,676	17,052	6,376	37%	23,042	12,366	54%	94,260	144,976	50,716	35%	159,590	65,330	41%	171,027	221,743	23%
5010 Other compensation	0	489	489	100%	0	0	-	0	4,157	4,157	100%	0	0	-	2,201	6,358	65%
Total Compensation	10,676	17,541	6,865	39%	23,042	12,366	54%	94,260	149,133	54,873	37%	159,590	65,330	41%	173,229	228,101	24%
5100 Federal Payroll taxes	805	1,342	537	40%	1,753	948	54%	7,120	11,408	4,289	38%	12,184	5,064	42%	13,160	17,449	25%
5105 State Payroll taxes	3	0	(3)	-	6	3	51%	25	0	(25)	-	44	18	42%	25	0	-
5110 Unemployment Insurance	295	253	(42)	-17%	596	301	51%	1,020	2,147	1,127	53%	2,404	1,384	58%	2,156	3,284	34%
5115 Workers compensation	26	240	213	89%	41	15	37%	210	2,037	1,827	90%	331	121	37%	1,289	3,116	59%
Total Payroll Taxes	1,129	1,834	705	38%	2,396	1,268	53%	8,374	15,592	7,218	46%	14,962	6,588	44%	16,631	23,849	30%
5200 Medical insurance	1,837	1,614	(223)	-14%	1,531	(306)	-20%	14,694	13,724	(970)	-7%	9,184	(5,511)	-60%	21,961	20,991	-5%
5205 Dental insurance	150	241	91	38%	149	(0)	0%	1,196	2,047	851	42%	897	(299)	-33%	2,280	3,131	27%
5215 Term life insurance	23	32	9	28%	220	196	89%	305	275	(30)	-11%	980	675	69%	451	421	-7%
5220 Long Term Disability insurance	65	98	33	34%	0	(65)	-	535	835	300	36%	0	(535)	-	977	1,277	24%
5225 PERS Employee Contributions	2,038	3,255	1,217	37%	2,958	920	31%	19,003	27,676	8,673	31%	20,034	1,031	5%	33,658	42,331	20%
5230 PERS Employer Contributions	641	1,023	383	37%	930	289	31%	5,973	8,699	2,726	31%	6,297	324	5%	10,579	13,305	20%
Total Insured Benefits	4,753	6,264	1,511	24%	5,787	1,034	18%	41,706	53,256	11,550	22%	37,391	(4,314)	-12%	69,906	81,456	14%
Total Personnel Services	16,558	25,639	9,081	35%	31,225	14,667	47%	144,340	217,981	73,641	34%	211,943	67,604	32%	259,765	333,406	22%
Goods & Services																	
6020 Travel - airfare	0	0	0	-	0	0	-	0	0	0	-	60	60	100%	0	0	-
6025 Travel - lodging & transportation	0	38	38	100%	586	586	100%	0	300	300	100%	2,111	2,111	100%	150	450	67%
6030 Travel - Per Diem & mileage reimbursement	0	84	84	100%	266	266	100%	0	674	674	100%	2,405	2,405	100%	337	1,011	67%
6035 Meals & Entertainment	0	24	24	100%	0	0	-	0	195	195	100%	170	170	100%	97	292	67%
Total Travel & Entertainment	0	146	146	100%	852	852	100%	0	1,169	1,169	100%	4,746	4,746	100%	584	1,753	67%
6075 Memberships & dues	0	0	0	-	75	75	100%	0	0	0	-	450	450	100%	0	0	-
Total Office Expense	0	0	0	-	75	75	100%	0	0	0	-	450	450	100%	0	0	-
6245 Legal advertising	278	167	(112)	-67%	0	(278)	-	455	1,333	879	66%	0	(455)	-	1,121	2,000	44%
Total Professional Services	278	167	(112)	-67%	0	(278)	-	455	1,333	879	66%	0	(455)	-	1,121	2,000	44%

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

amounts in \$US dollars

Fund: General Fund

Department: Port Development

Location: All

Budget: Adopted



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6405 Safety/hazardous materials	0	0	0	-	0	0	-	0	0	0	-	175	175	100%	0	0	-
6415 Clothing	0	106	106	100%	0	0	-	0	850	850	100%	155	155	100%	425	1,275	67%
6450 Fuel - Gas	0	0	0	-	96	96	100%	0	0	0	-	502	502	100%	0	0	-
Total Operational Expense	0	106	106	100%	96	96	100%	0	850	850	100%	832	832	100%	425	1,275	67%
Total Goods & Services	278	419	141	34%	1,023	745	73%	455	3,352	2,897	86%	6,028	5,573	92%	2,131	5,028	58%
Total Expenses	16,836	26,058	9,222	35%	32,248	15,412	48%	144,794	221,333	76,538	35%	217,971	73,177	34%	261,896	338,434	23%
Operating Results	(16,836)	(26,058)	9,222	-35%	(32,248)	15,412	-48%	(144,794)	(221,333)	76,538	-35%	(217,971)	73,177	-34%	(261,896)	(338,434)	-23%
Other Income & Expenses																	
Other Income																	
4605 Grants Received - ODOT Lottery	0	0	0	-	0	0	-	0	0	0	-	965	(965)	-100%	0	0	-
Total Other Income	0	0	0	-	0	0	-	0	0	0	-	965	(965)	-100%	0	0	-
Other Expenses																	
Taxes & Misc Expenses																	
6745 Banking fees	0	833	833	100%	0	0	-	2,510	6,667	4,157	62%	3,403	893	26%	5,843	10,000	42%
Total Taxes & Misc Expenses	0	833	833	100%	0	0	-	2,510	6,667	4,157	62%	3,403	893	26%	5,843	10,000	42%
Debt Services																	
7010 Interest payment	3,198	11,375	8,177	72%	1,571	(1,627)	-104%	28,108	91,000	62,892	69%	36,818	8,710	24%	73,608	136,500	46%
Total Debt Services	3,198	11,375	8,177	72%	1,571	(1,627)	-104%	28,108	91,000	62,892	69%	36,818	8,710	24%	73,608	136,500	46%
Total Other Expenses	3,198	12,208	9,011	74%	1,571	(1,627)	-104%	30,618	97,667	67,049	69%	40,221	9,603	24%	79,451	146,500	46%
Net Other Income	(3,198)	(12,208)	9,011	-74%	(1,571)	(1,627)	104%	(30,618)	(97,667)	67,049	-69%	(39,255)	8,638	-22%	(79,451)	(146,500)	-46%
Net Result	(20,034)	(38,266)	18,233	-48%	(33,819)	13,785	-41%	(175,412)	(319,000)	143,587	-45%	(257,227)	81,814	-32%	(341,347)	(484,934)	-30%

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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					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	22,989	18,333	4,656	25%	16,925	6,064	36%	160,759	146,667	14,093	10%	129,539	31,220	24%	234,093	220,000	6%
4100 Annual Moorage	14,118	26,792	(12,675)	-47%	15,511	(1,393)	-9%	254,615	194,467	60,148	31%	256,757	(2,142)	-1%	465,158	405,010	15%
4105 Semi-Annual Moorage	11,559	4,308	7,250	168%	4,061	7,498	185%	53,602	41,943	11,659	28%	29,475	24,128	82%	72,259	60,600	19%
4110 Monthly Moorage	15,346	13,897	1,449	10%	13,336	2,010	15%	134,044	168,174	(34,130)	-20%	129,839	4,205	3%	192,470	226,600	-15%
4115 Transient Moorage	6,040	5,369	670	12%	6,796	(757)	-11%	65,290	64,976	314	0%	82,245	(16,954)	-21%	87,864	87,550	0%
4118 Work Dock	0	5,417	(5,417)	-100%	4,302	(4,302)	-100%	22,035	43,333	(21,299)	-49%	37,709	(15,674)	-42%	43,701	65,000	-33%
4120 Metered Utilities	30	208	(178)	-86%	2,004	(1,974)	-99%	700	1,667	(967)	-58%	4,323	(3,623)	-84%	1,533	2,500	-39%
4125 Launch Ramp	2,357	3,083	(727)	-24%	3,085	(728)	-24%	25,751	24,667	1,084	4%	27,455	(1,704)	-6%	38,084	37,000	3%
4135 Storage Yard	3,150	3,333	(183)	-6%	3,662	(512)	-14%	22,997	26,667	(3,669)	-14%	26,648	(3,651)	-14%	36,331	40,000	-9%
4140 Storage Unit	14,949	14,750	199	1%	14,273	676	5%	117,563	118,000	(437)	0%	115,328	2,235	2%	176,563	177,000	0%
4145 Long Term Boat Storage	8,926	7,500	1,426	19%	8,262	664	8%	73,857	60,000	13,857	23%	62,485	11,372	18%	103,857	90,000	15%
4150 Short Term Boat Storage	2,562	3,125	(563)	-18%	2,725	(163)	-6%	33,099	25,000	8,099	32%	21,073	12,026	57%	45,599	37,500	22%
4155 Boat Wash	400	83	317	380%	0	400	-	876	667	209	31%	777	99	13%	1,209	1,000	21%
4165 Space Rents	14,894	12,312	2,583	21%	12,009	2,886	24%	255,114	236,953	18,161	8%	231,123	23,991	10%	334,161	316,000	6%
4173 Laundry	272	333	(61)	-18%	119	153	129%	2,224	2,667	(442)	-17%	2,647	(422)	-16%	3,558	4,000	-11%
4175 Propane	1,009	833	176	21%	697	313	45%	5,501	6,667	(1,166)	-17%	6,830	(1,330)	-19%	8,834	10,000	-12%
4180 Merchandise	0	83	(83)	-100%	14	(14)	-100%	312	667	(355)	-53%	960	(648)	-68%	645	1,000	-35%
4185 Visitor Convention Bureau Fee	70	292	(222)	-76%	45	25	55%	2,818	2,333	484	21%	2,078	739	36%	3,984	3,500	14%
4190 Ice	3,201	30,037	(26,836)	-89%	0	3,201	-	25,919	180,219	(154,300)	-86%	145,435	(119,516)	-82%	146,065	300,365	-51%
4200 Boat Lifts	6,111	5,000	1,111	22%	2,845	3,266	115%	29,551	40,000	(10,449)	-26%	28,074	1,477	5%	49,551	60,000	-17%
4230 Environmental Fee	1,774	2,083	(310)	-15%	1,823	(50)	-3%	15,195	16,667	(1,472)	-9%	14,851	345	2%	23,529	25,000	-6%
4235 Customer Discounts	(26)	0	(26)	-	(42)	16	-39%	(2,727)	0	(2,727)	-	(3,643)	916	-25%	(2,727)	0	-
4290 Other	3,510	4,167	(657)	-16%	2,511	999	40%	28,088	33,333	(5,246)	-16%	39,561	(11,473)	-29%	44,754	50,000	-10%
4295 Bad Debt Expense	0	(1,250)	1,250	-100%	0	0	-	0	(10,000)	10,000	-100%	0	0	-	(5,000)	(15,000)	-67%
Total Operating Income	133,241	160,090	(26,849)	-17%	114,963	18,278	16%	1,327,183	1,425,731	(98,549)	-7%	1,391,567	(64,385)	-5%	2,106,076	2,204,625	-4%
Expenses																	
Personnel Services																	
5005 Salaries	30,852	41,749	10,897	26%	39,589	8,737	22%	283,490	354,947	71,458	20%	427,353	143,863	34%	471,441	542,899	13%
5010 Other compensation	0	1,290	1,290	100%	0	0	-	2,000	10,965	8,965	82%	5,011	3,011	60%	7,806	16,771	53%
5015 Overtime	12	1,624	1,612	99%	607	595	98%	1,228	13,806	12,577	91%	10,336	9,107	88%	8,539	21,116	60%
Total Compensation	30,864	44,662	13,799	31%	40,196	9,332	23%	286,718	379,718	93,000	24%	442,700	155,982	35%	487,786	580,786	16%
5100 Federal Payroll taxes	2,279	3,417	1,138	33%	2,918	639	22%	21,158	29,048	7,890	27%	32,147	10,989	34%	36,540	44,430	18%
5105 State Payroll taxes	14	0	(14)	-	17	2	13%	123	0	(123)	-	179	55	31%	123	0	-
5110 Unemployment Insurance	834	928	94	10%	992	158	16%	5,452	7,894	2,442	31%	8,528	3,075	36%	9,632	12,074	20%
5115 Workers compensation	2,047	1,631	(416)	-26%	2,039	(8)	0%	16,373	13,864	(2,508)	-18%	16,312	(61)	0%	23,714	21,206	-12%
Total Payroll Taxes	5,174	5,976	802	13%	5,966	791	13%	43,107	50,807	7,700	15%	57,165	14,058	25%	70,010	77,710	10%
5200 Medical insurance	13,990	13,409	(581)	-4%	14,134	144	1%	110,697	114,001	3,305	3%	128,344	17,647	14%	171,062	174,367	2%
5205 Dental insurance	1,206	1,550	344	22%	1,465	259	18%	9,803	13,182	3,378	26%	13,416	3,612	27%	16,784	20,162	17%
5215 Term life insurance	152	131	(21)	-16%	527	375	71%	1,515	1,117	(398)	-36%	4,810	3,295	69%	2,107	1,709	-23%
5220 Long Term Disability insurance	278	250	(28)	-11%	0	(278)	-	2,048	2,124	76	4%	0	(2,048)	-	3,173	3,249	2%
5225 PERS Employee Contributions	7,630	8,909	1,278	14%	8,727	1,097	13%	69,616	75,740	6,124	8%	87,972	18,356	21%	109,722	115,846	5%

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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					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
5230 PERS Employer Contributions	2,189	2,602	413	16%	2,541	352	14%	19,814	22,125	2,311	10%	25,202	5,388	21%	31,530	33,841	7%
Total Insured Benefits	25,445	26,851	1,406	5%	27,393	1,948	7%	213,494	228,290	14,796	6%	259,744	46,250	18%	334,378	349,174	4%
Total Personnel Services	61,483	77,490	16,007	21%	73,555	12,072	16%	543,319	658,815	115,496	18%	759,608	216,289	28%	892,174	1,007,670	11%
Goods & Services																	
6020 Travel - airfare	0	42	42	100%	0	0	-	0	333	333	100%	477	477	100%	167	500	67%
6025 Travel - lodging & transportation	0	167	167	100%	93	93	100%	584	1,333	750	56%	612	28	5%	1,250	2,000	37%
6030 Travel - Per Diem & mileage reimbursement	0	42	42	100%	83	83	100%	251	333	83	25%	116	(135)	-116%	417	500	17%
6035 Meals & Entertainment	0	42	42	100%	50	50	100%	0	333	333	100%	50	50	100%	167	500	67%
Total Travel & Entertainment	0	292	292	100%	226	226	100%	834	2,333	1,499	64%	1,255	421	34%	2,001	3,500	43%
6050 Office supplies	0	0	0	-	0	0	-	150	0	(150)	-	0	(150)	-	150	0	-
6055 Kitchen supplies	103	208	106	51%	146	43	30%	890	1,667	777	47%	1,713	823	48%	1,723	2,500	31%
6070 Postage & courier services	0	83	83	100%	0	0	-	257	667	410	61%	452	195	43%	590	1,000	41%
6090 IT SW subscriptions & licenses	55	0	(55)	-	0	(55)	-	55	0	(55)	-	0	(55)	-	55	0	-
Total Office Expense	158	292	134	46%	146	(12)	-8%	1,352	2,333	981	42%	2,164	812	38%	2,519	3,500	28%
6100 Telephone - landline	182	243	61	25%	214	33	15%	1,475	1,940	465	24%	2,388	913	38%	2,445	2,910	16%
6105 Telephone - mobile	502	780	278	36%	535	33	6%	3,959	6,240	2,281	37%	3,518	(441)	-13%	7,079	9,360	24%
6110 Internet services	1,236	1,250	14	1%	1,277	41	3%	10,147	10,000	(147)	-1%	10,387	240	2%	15,147	15,000	-1%
6115 Cable TV	892	680	(212)	-31%	647	(245)	-38%	7,364	5,437	(1,928)	-35%	4,844	(2,520)	-52%	10,083	8,155	-24%
6130 Electricity	22,010	20,833	(1,177)	-6%	17,624	(4,386)	-25%	141,374	166,667	25,293	15%	154,057	12,683	8%	224,707	250,000	10%
6131 Propane - Operations	72	125	53	42%	37	(35)	-96%	602	1,000	398	40%	559	(42)	-8%	1,102	1,500	27%
6135 Water/Sewer	5,504	6,250	746	12%	6,423	920	14%	51,191	50,000	(1,191)	-2%	60,060	8,869	15%	76,191	75,000	-2%
6140 Garbage/Sanitation Collection	4,915	5,833	919	16%	6,713	1,799	27%	39,129	46,667	7,538	16%	47,608	8,480	18%	62,462	70,000	11%
6145 Hazardous material disposal	150	333	183	55%	115	(35)	-30%	1,280	2,667	1,387	52%	3,389	2,109	62%	2,613	4,000	35%
6150 Derelict boat disposal	0	1,250	1,250	100%	0	0	-	15	10,000	9,985	100%	2,160	2,145	99%	5,015	15,000	67%
6155 Environmental Remediation/Mitigation/Monitoring	580	417	(164)	-39%	0	(580)	-	1,538	3,333	1,795	54%	1,587	48	3%	3,205	5,000	36%
Total Utilities	36,043	37,994	1,951	5%	33,587	(2,456)	-7%	258,074	303,950	45,876	15%	290,556	32,482	11%	410,049	455,925	10%
6200 Temporary/Contract help	6,139	3,000	(3,139)	-105%	8,268	2,129	26%	34,756	24,000	(10,756)	-45%	60,716	25,960	43%	46,756	36,000	-30%
6205 Janitorial services	26	55	29	52%	51	25	49%	194	440	246	56%	456	262	57%	414	660	37%
6210 Vending machine services	0	125	125	100%	0	0	-	1,328	1,000	(328)	-33%	281	(1,047)	-372%	1,828	1,500	-22%
6245 Legal advertising	0	108	108	100%	0	0	-	569	867	298	34%	892	323	36%	1,002	1,300	23%
6250 Legal services	1,425	0	(1,425)	-	0	(1,425)	-	1,425	0	(1,425)	-	0	(1,425)	-	1,425	0	-
6270 Contracted Services	0	542	541	100%	165	164	100%	5,475	4,333	(1,142)	-26%	3,439	(2,036)	-59%	7,642	6,500	-18%
6290 Commercial insurance	7,700	7,504	(196)	-3%	2,021	(5,679)	-281%	56,079	60,033	3,954	7%	49,546	(6,533)	-13%	86,095	90,049	4%
Total Professional Services	15,291	11,334	(3,957)	-35%	10,505	(4,786)	-46%	99,826	90,673	(9,153)	-10%	115,330	15,504	13%	145,162	136,009	-7%
6400 Small equipment & tools	108	500	392	78%	485	377	78%	1,317	4,000	2,683	67%	3,834	2,517	66%	3,317	6,000	45%
6405 Safety/hazardous materials	0	833	833	100%	461	461	100%	11,051	6,667	(4,385)	-66%	4,480	(6,572)	-147%	14,385	10,000	-44%

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Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6410 Signage	0	63	63	100%	5	5	100%	0	500	500	100%	274	274	100%	250	750	67%
6415 Clothing	224	417	193	46%	0	(224)	-	1,343	3,333	1,990	60%	1,607	264	16%	3,010	5,000	40%
6420 Janitorial supplies	1,314	1,042	(273)	-26%	459	(855)	-186%	7,426	8,333	907	11%	7,651	225	3%	11,593	12,500	7%
6425 Operational supplies	203	2,083	1,881	90%	197	(5)	-3%	3,141	16,667	13,526	81%	8,590	5,450	63%	11,474	25,000	54%
6430 Equipment Rental	0	333	333	100%	0	0	-	0	2,667	2,667	100%	2,815	2,815	100%	1,333	4,000	67%
6450 Fuel - Gas	1,851	1,042	(809)	-78%	1,469	(382)	-26%	5,907	8,333	2,427	29%	5,768	(139)	-2%	10,073	12,500	19%
6455 Fuel - Diesel	0	83	83	100%	0	0	-	193	667	473	71%	353	159	45%	527	1,000	47%
6481 Propane - Retail	959	542	(418)	-77%	600	(359)	-60%	3,704	4,333	630	15%	4,188	484	12%	5,870	6,500	10%
6485 Retail items	0	15	15	100%	0	0	-	0	120	120	100%	0	0	-	60	180	67%
Total Operational Expense	4,659	6,953	2,293	33%	3,675	(984)	-27%	34,081	55,620	21,539	39%	39,559	5,478	14%	61,891	83,430	26%
6500 Repairs & maintenance equipment	4,911	6,250	1,339	21%	3,211	(1,700)	-53%	27,524	50,000	22,476	45%	42,427	14,903	35%	52,524	75,000	30%
6505 Repairs & maintenance vehicles	72	667	594	89%	705	633	90%	30,488	5,333	(25,155)	-472%	6,451	(24,037)	-373%	33,155	8,000	-314%
6510 Repairs & maintenance buildings	19	3,750	3,731	99%	547	527	96%	4,047	30,000	25,953	87%	51,421	47,375	92%	19,047	45,000	58%
6515 Repairs & maintenance land improvements	1,960	417	(1,543)	-370%	87	(1,873)	-2154%	1,960	3,333	1,373	41%	3,252	1,292	40%	3,627	5,000	27%
6520 Repairs & maintenance docks	1,447	4,167	2,720	65%	5,341	3,894	73%	3,716	33,333	29,617	89%	13,153	9,437	72%	20,383	50,000	59%
6540 Marina dredging	8,600	7,500	(1,100)	-15%	0	(8,600)	-	37,860	60,000	22,140	37%	13,438	(24,423)	-182%	67,860	90,000	25%
6575 Waterway Leases	0	2,500	2,500	100%	0	0	-	3,734	20,000	16,266	81%	0	(3,734)	-	13,734	30,000	54%
6580 Permits	0	417	417	100%	0	0	-	5,261	3,333	(1,927)	-58%	2,909	(2,352)	-81%	6,927	5,000	-39%
Total Repair and Maintenance	17,010	25,667	8,657	34%	9,890	(7,119)	-72%	114,589	205,333	90,744	44%	133,050	18,461	14%	217,256	308,000	29%
Total Goods & Services	73,160	82,530	9,370	11%	58,028	(15,132)	-26%	508,757	660,243	151,486	23%	581,915	73,158	13%	838,878	990,364	15%
Total Expenses	134,644	160,020	25,377	16%	131,583	(3,060)	-2%	1,052,075	1,319,057	266,982	20%	1,341,523	289,447	22%	1,731,052	1,998,034	13%
Operating Results	(1,403)	70	(1,473)	-2110%	(16,620)	15,217	-92%	275,107	106,674	168,433	158%	50,045	225,063	450%	375,024	206,591	82%
Other Income & Expenses																	
Other Income																	
4450 Lodging Tax	0	0	0	-	0	0	-	137	0	137	-	114	23	20%	137	0	-
4650 Grants Received - MAP	0	0	0	-	0	0	-	0	5,400	(5,400)	-100%	5,175	(5,175)	-100%	0	5,400	-100%
4695 Grants Received - Other	0	0	0	-	0	0	-	0	0	0	-	0	0	-	27,000	27,000	0%
4900 Other Income	0	0	0	-	0	0	-	0	0	0	-	300	(300)	-100%	0	0	-
4905 Other	0	0	0	-	0	0	-	45	0	45	-	2,551	(2,506)	-98%	45	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	8,668	0	8,668	-	25,000	(16,332)	-65%	8,668	0	-
Total Other Income	0	0	0	-	0	0	-	8,850	5,400	3,450	64%	33,140	(24,290)	-73%	35,850	32,400	11%
Other Expenses																	
Taxes & Misc Expenses																	
6720 Property Tax - Sublet Facilities	0	0	0	-	-	-	-	9,841	10,000	159	2%	9,427	(415)	-4%	9,841	10,000.00	2%
6755 Insurance Claims	0	0	0	-	60,425	60,425	100%	9,168	0	(9,168)	-	70,980	61,812	87%	9,168	0	-
Total Taxes & Misc Expenses	-	-	-	-	60,425	60,425	100%	19,009	10,000.00	(9,009)	-90%	80,407	61,398	76%	19,009	10,000.00	-90%
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	87,170	340,588	253,418	74%	56,581	(30,589)	-54%	87,170	340,588	74%
7010 Interest payment	0	0	0	-	0	0	-	86,190	242,860	156,670	65%	65,152	(21,038)	-32%	86,190	242,860	65%

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
7020 Principal repayment	435	2,205	1,769	80%	431	(4)	-1%	3,473	17,636	14,163	80%	862	(2,611)	-303%	12,291	26,454	54%
7025 Interest payment	16	52	36	69%	20	4	20%	137	413	277	67%	40	(96)	-240%	343	620	45%
8010 CIP Buildings	0	5,417	5,417	100%	0	0	-	0	43,333	43,333	100%	168	168	100%	21,667	65,000	67%
8011 CIP Docks	0	0	0	-	0	0	-	0	0	0	-	14,352	14,352	100%	0	0	-
8020 CIP Machinery & Equipment	0	2,250	2,250	100%	0	0	-	14,860	18,000	3,140	17%	0	(14,860)	-	23,860	27,000	12%
Total Debt Services	451	9,923	9,472	95%	451	0	0%	191,829	662,831	471,001	71%	137,154	(54,675)	-40%	231,521	702,522	67%
Total Other Expenses	451	9,923	9,472	95%	60,877	60,425	99%	210,838	672,831	461,992	69%	217,561	6,723	3%	250,530	712,522	65%
Net Other Income	(451)	(9,923)	9,472	-95%	(60,877)	60,425	-99%	(201,988)	(667,431)	465,443	-70%	(184,421)	(17,567)	10%	(214,679)	(680,122)	-68%
Net Result	(1,854)	(9,853)	7,999	-81%	(77,497)	75,643	-98%	73,119	(560,757)	633,876	-113%	(134,376)	207,495	-154%	160,345	(473,531)	-134%

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

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					
	Feb 2021		\$ Diff	% Diff	Feb 2020		Jul 2020 - Feb 2021				Prior FYTD vs Current FYTD						
	Actual	Budget			Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4287 Dredging Services	33,950	0	33,950	-	0	33,950	-	33,950	75,000	(41,050)	-55%	0	33,950	-	33,950	75,000	-55%
4290 Other	0	0	0	-	0	0	-	5,739	250,000	(244,261)	-98%	(22,482)	28,221	-126%	5,739	250,000	-98%
Total Operating Income	33,950	0	33,950	-	0	33,950	-	39,689	325,000	(285,311)	-88%	(22,482)	62,171	-277%	39,689	325,000	-88%
Expenses																	
Personnel Services																	
5005 Salaries	11,499	0	(11,499)	-	12,026	526	4%	63,377	41,615	(21,762)	-52%	33,897	(29,480)	-87%	63,377	41,615	-52%
5010 Other compensation	0	0	0	-	0	0	-	(9)	0	9	-	0	9	-	(9)	0	-
5015 Overtime	289	0	(289)	-	4,502	4,213	94%	1,809	0	(1,809)	-	9,027	7,218	80%	1,809	0	-
Total Compensation	11,789	0	(11,789)	-	16,528	4,739	29%	65,176	41,615	(23,561)	-57%	42,923	(22,253)	-52%	65,176	41,615	-57%
5100 Federal Payroll taxes	853	0	(853)	-	1,212	359	30%	4,762	3,184	(1,578)	-50%	3,217	(1,544)	-48%	4,762	3,184	-50%
5105 State Payroll taxes	5	0	(5)	-	7	2	26%	27	0	(27)	-	18	(9)	-51%	27	0	-
5110 Unemployment Insurance	312	0	(312)	-	412	100	24%	1,131	1,082	(49)	-5%	850	(281)	-33%	1,131	1,082	-5%
5115 Workers compensation	0	0	0	-	0	0	-	0	1,565	1,565	100%	0	0	-	0	1,565	100%
Total Payroll Taxes	1,170	0	(1,170)	-	1,631	460	28%	5,919	5,831	(88)	-2%	4,085	(1,834)	-45%	5,919	5,831	-2%
5200 Medical insurance	0	0	0	-	0	0	-	0	17,435	17,435	100%	0	0	-	0	17,435	100%
5205 Dental insurance	0	0	0	-	0	0	-	0	2,378	2,378	100%	0	0	-	0	2,378	100%
5215 Term life insurance	0	0	0	-	0	0	-	0	150	150	100%	0	0	-	0	150	100%
5220 Long Term Disability insurance	0	0	0	-	0	0	-	0	225	225	100%	0	0	-	0	225	100%
5225 PERS Employee Contributions	2,556	0	(2,556)	-	3,594	1,038	29%	14,664	8,338	(6,326)	-76%	9,209	(5,455)	-59%	14,664	8,338	-76%
5230 PERS Employer Contributions	707	0	(707)	-	992	284	29%	4,090	2,779	(1,311)	-47%	2,578	(1,512)	-59%	4,090	2,779	-47%
Total Insured Benefits	3,263	0	(3,263)	-	4,585	1,322	29%	18,753	31,305	12,552	40%	11,787	(6,967)	-59%	18,753	31,305	40%
Total Personnel Services	16,222	0	(16,222)	-	22,744	6,522	29%	89,849	78,751	(11,098)	-14%	58,795	(31,054)	-53%	89,849	78,751	-14%
Goods & Services																	
6005 Seminars & training	0	417	417	100%	0	0	-	0	3,336	3,336	100%	0	0	-	1,664	5,000	67%
Total Staff Training	0	417	417	100%	0	0	-	0	3,336	3,336	100%	0	0	-	1,664	5,000	67%
6030 Travel - Per Diem & mileage reimbursement	0	0	0	-	1,800	1,800	100%	0	2,000	2,000	100%	5,064	5,064	100%	0	2,000	100%
Total Travel & Entertainment	0	0	0	-	1,800	1,800	100%	0	2,000	2,000	100%	5,064	5,064	100%	0	2,000	100%
6050 Office supplies	0	42	42	100%	0	0	-	0	336	336	100%	0	0	-	164	500	67%
6070 Postage & courier services	0	0	0	-	0	0	-	19	0	(19)	-	0	(19)	-	19	0	-
Total Office Expense	0	42	42	100%	0	0	-	19	336	317	94%	0	(19)	-	183	500	63%
6105 Telephone - mobile	53	0	(53)	-	94	42	44%	475	0	(475)	-	627	152	24%	475	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	0	0	-	0	0	-	380	0	(380)	-	0	(380)	-	380	0	-
Total Utilities	53	0	(53)	-	94	42	44%	855	0	(855)	-	627	(228)	-36%	855	0	-

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

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					
	Feb 2021				Feb 2020				Jul 2020 - Feb 2021		Prior FYTD vs Current FYTD		Jul 2020 - Jun 2021				
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6250 Legal services	0	2,083	2,083	100%	0	0	-	0	16,664	16,664	100%	2,803	2,803	100%	8,336	25,000	67%
6255 Auditing	0	0	0	-	0	0	-	0	10,000	10,000	100%	0	0	-	0	10,000	100%
6290 Commercial insurance	4,531	4,533	2	0%	4,540	9	0%	36,251	36,264	13	0%	34,773	(1,478)	-4%	54,387	54,400	0%
Total Professional Services	4,531	6,616	2,085	32%	4,540	9	0%	36,251	62,928	26,677	42%	37,577	1,326	4%	62,723	89,400	30%
6400 Small equipment & tools	0	0	0	-	41	41	100%	0	0	0	-	2,140	2,140	100%	0	0	-
6405 Safety/hazardous materials	0	0	0	-	0	0	-	0	0	0	-	245	245	100%	0	0	-
6420 Janitorial supplies	0	0	0	-	0	0	-	0	0	0	-	45	45	100%	0	0	-
6425 Operational supplies	141	0	(141)	-	23	(118)	-511%	20,181	50,000	29,819	60%	2,324	(17,857)	-768%	20,181	50,000	60%
6430 Equipment Rental	0	0	0	-	2,023	2,023	100%	5,104	4,221	(883)	-21%	33,131	28,027	85%	5,104	4,221	-21%
6450 Fuel - Gas	0	0	0	-	199	199	100%	1,142	6,750	5,608	83%	384	(758)	-197%	1,142	6,750	83%
6455 Fuel - Diesel	0	0	0	-	0	0	-	1,184	8,250	7,066	86%	723	(460)	-64%	1,184	8,250	86%
Total Operational Expense	141	0	(141)	-	2,285	2,145	94%	27,610	69,221	41,611	60%	38,993	11,383	29%	27,610	69,221	60%
6500 Repairs & maintenance equipment	0	5,417	5,417	100%	3,544	3,544	100%	16,646	43,336	26,690	62%	38,328	21,683	57%	38,310	65,000	41%
6505 Repairs & maintenance vehicles	189	1,250	1,061	85%	237	48	20%	6,987	10,000	3,013	30%	689	(6,299)	-915%	11,987	15,000	20%
6540 Marina dredging	(8,600)	0	8,600	-	0	8,600	-	0	0	0	-	0	0	-	0	0	-
Total Repair and Maintenance	(8,411)	6,667	15,078	226%	3,781	12,192	322%	23,633	53,336	29,703	56%	39,017	15,384	39%	50,297	80,000	37%
Total Goods & Services	(3,686)	13,742	17,428	127%	12,501	16,188	129%	88,368	191,157	102,789	54%	121,277	32,910	27%	143,332	246,121	42%
Total Expenses	12,536	13,742	1,206	9%	35,245	22,709	64%	178,216	269,908	91,692	34%	180,073	1,856	1%	233,180	324,872	28%
Operating Results	21,414	(13,742)	35,156	-256%	(35,245)	56,659	-161%	(138,528)	55,092	(193,620)	-351%	(202,555)	64,027	-32%	(193,492)	128	-151265%
Other Income & Expenses																	
Other Income																	
4805 Transfer - GF	0	0	0	-	0	0	-	0	0	0	-	22,482	(22,482)	-100%	0	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	0	0	0	-	586	(586)	-100%	0	0	-
Total Other Income	0	0	0	-	0	0	-	0	0	0	-	23,068	(23,068)	-100%	0	0	-
6755 Insurance Claims	0	0	0	-	0	0	-	0	0	0	-	836	836	100%	0	0	-
Total Taxes & Misc Expenses	0	0	0	-	0	0	-	0	0	0	-	836	836	100%	0	0	-
Total Other Expenses	0	0	0	-	0	0	-	0	0	0	-	836	836	100%	0	0	-
Net Other Income	0	0	0	-	0	0	-	0	0	0	-	22,232	(22,232)	-100%	0	0	-
Net Result	21,414	(13,742)	35,156	-256%	(35,245)	56,659	-161%	(138,528)	55,092	(193,620)	-351%	(180,323)	41,795	-23%	(193,492)	128	-151265%

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

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					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Jul 2020 - Jun 2021					
	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	22,878	14,087	8,791	62%	12,865	10,013	78%	171,550	162,025	9,525	6%	147,966	23,584	16%	257,625	248,100	4%
4235 Customer Discounts	0	0	0	-	0	0	-	(3,950)	0	(3,950)	-	0	(3,950)	-	(3,950)	0	-
4260 Rail Operations Revenue	20,071	23,240	(3,169)	-14%	21,228	(1,157)	-5%	171,394	175,933	(4,539)	-3%	160,704	10,690	7%	274,236	278,775	-2%
4265 Rail Surcharges	25,141	29,765	(4,624)	-16%	25,219	(78)	0%	207,610	221,527	(13,917)	-6%	187,694	19,916	11%	335,618	349,535	-4%
4290 Other	0	333	(333)	-100%	0	0	-	0	2,667	(2,667)	-100%	0	0	-	1,333	4,000	-67%
Total Operating Income	68,089	67,425	665	1%	59,312	8,778	15%	546,604	562,152	(15,547)	-3%	496,364	50,240	10%	864,862	880,410	-2%
Expenses																	
Personnel Services																	
5005 Salaries	0	0	0	-	7,354	7,354	100%	0	0	0	-	60,388	60,388	100%	0	0	-
Total Compensation	0	0	0	-	7,354	7,354	100%	0	0	0	-	60,388	60,388	100%	0	0	-
5100 Federal Payroll taxes	0	0	0	-	534	534	100%	0	0	0	-	4,401	4,401	100%	0	0	-
5105 State Payroll taxes	0	0	0	-	2	2	100%	0	0	0	-	13	13	100%	0	0	-
5110 Unemployment Insurance	0	0	0	-	182	182	100%	0	0	0	-	363	363	100%	0	0	-
5115 Workers compensation	0	0	0	-	321	321	100%	0	0	0	-	2,568	2,568	100%	0	0	-
Total Payroll Taxes	0	0	0	-	1,038	1,038	100%	0	0	0	-	7,345	7,345	100%	0	0	-
5200 Medical insurance	0	0	0	-	1,454	1,454	100%	0	0	0	-	11,633	11,633	100%	0	0	-
5205 Dental insurance	0	0	0	-	154	154	100%	0	0	0	-	1,236	1,236	100%	0	0	-
5215 Term life insurance	0	0	0	-	58	58	100%	0	0	0	-	461	461	100%	0	0	-
5225 PERS Employee Contributions	0	0	0	-	1,404	1,404	100%	0	0	0	-	11,925	11,925	100%	0	0	-
5230 PERS Employer Contributions	0	0	0	-	441	441	100%	0	0	0	-	3,748	3,748	100%	0	0	-
Total Insured Benefits	0	0	0	-	3,511	3,511	100%	0	0	0	-	29,001	29,001	100%	0	0	-
Total Personnel Services	0	0	0	-	11,903	11,903	100%	0	0	0	-	96,735	96,735	100%	0	0	-
Goods & Services																	
6020 Travel - airfare	0	0	0	-	0	0	-	0	0	0	-	830	830	100%	0	0	-
6025 Travel - lodging & transportation	0	0	0	-	0	0	-	0	0	0	-	651	651	100%	0	0	-
6030 Travel - Per Diem & mileage reimbursement	0	42	42	100%	0	0	-	0	333	333	100%	1,300	1,300	100%	167	500	67%
6035 Meals & Entertainment	0	42	42	100%	0	0	-	40	333	293	88%	95	55	58%	207	500	59%
Total Travel & Entertainment	0	83	83	100%	0	0	-	40	667	627	94%	2,876	2,836	99%	373	1,000	63%
6060 IT supplies	0	0	0	-	0	0	-	40	0	(40)	-	0	(40)	-	40	0	-
Total Office Expense	0	0	0	-	0	0	-	40	0	(40)	-	0	(40)	-	40	0	-
6105 Telephone - mobile	0	60	60	100%	0	0	-	0	480	480	100%	0	0	-	240	720	67%
6145 Hazardous material disposal	0	0	0	-	0	0	-	0	0	0	-	4,313	4,313	100%	0	0	-
Total Utilities	0	60	60	100%	0	0	-	0	480	480	100%	4,313	4,313	100%	240	720	67%
6230 Rail operations service fee	0	542	542	100%	0	0	-	0	4,333	4,333	100%	0	0	-	2,167	6,500	67%
6260 Consulting services	5,950	4,583	(1,367)	-30%	0	(5,950)	-	41,723	36,667	(5,056)	-14%	42,441	718	2%	60,056	55,000	-9%
6270 Contracted Services	0	0	0	-	10,211	10,211	100%	18	0	(18)	-	10,228	10,211	100%	18	0	-
6290 Commercial insurance	3,034	3,365	331	10%	3,107	73	2%	23,230	26,920	3,690	14%	16,882	(6,348)	-38%	36,690	40,380	9%

Financial Report - Actual vs. Budget
For Period Ending Feb 2021

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					
	Feb 2021				Feb 2020			Jul 2020 - Feb 2021				Jul 2020 - Jun 2021					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Prior FYTD vs Current FYTD Last FY \$ Diff % Diff	Projected	Budget	% Diff		
Total Professional Services	8,984	8,490	(494)	-6%	13,318	4,334	33%	64,971	67,920	2,949	4%	69,552	4,581	7%	98,931	101,880	3%
6400 Small equipment & tools	0	0	0	-	0	0	-	0	0	0	-	5,083	5,083	100%	0	0	-
6410 Signage	0	667	667	100%	0	0	-	0	5,333	5,333	100%	0	0	-	2,667	8,000	67%
6415 Clothing	0	15	15	100%	0	0	-	0	117	117	100%	0	0	-	58	175	67%
6450 Fuel - Gas	0	0	0	-	0	0	-	0	0	0	-	60	60	100%	0	0	-
Total Operational Expense	0	681	681	100%	0	0	-	0	5,450	5,450	100%	5,143	5,143	100%	2,725	8,175	67%
6500 Repairs & maintenance equipment	0	0	0	-	0	0	-	0	0	0	-	456	456	100%	0	0	-
6505 Repairs & maintenance vehicles	0	0	0	-	0	0	-	20,963	0	(20,963)	-	733	(20,231)	-2762%	20,963	0	-
6510 Repairs & maintenance buildings	0	0	0	-	4,940	4,940	100%	11,651	0	(11,651)	-	232,328	220,677	95%	11,651	0	-
6515 Repairs & maintenance land improvements	37,462	4,167	(33,296)	-799%	0	(37,462)	-	37,462	33,333	(4,129)	-12%	117,577	80,114	68%	54,129	50,000	-8%
6530 Repairs & maintenance Locos	0	0	0	-	0	0	-	0	0	0	-	7,801	7,801	100%	0	0	-
Total Repair and Maintenance	37,462	4,167	(33,296)	-799%	4,940	(32,522)	-658%	70,076	33,333	(36,743)	-110%	358,895	288,818	80%	86,743	50,000	-73%
Total Goods & Services	46,446	13,481	(32,965)	-245%	18,258	(28,188)	-154%	135,127	107,850	(27,277)	-25%	440,779	305,652	69%	189,052	161,775	-17%
Total Expenses	46,446	13,481	(32,965)	-245%	30,161	(16,285)	-54%	135,127	107,850	(27,277)	-25%	537,514	402,387	75%	189,052	161,775	-17%
Operating Results	21,643	53,943	(32,300)	-60%	29,150	(7,507)	-26%	411,477	454,301	(42,824)	-9%	(41,150)	452,627	-1100%	675,810	718,635	-6%
Other Income & Expenses																	
Other Income																	
4480 Tax Credits	0	0	0	-	0	0	-	317,100	783,965	(466,865)	-60%	634,200	(317,100)	-50%	317,100	783,965	-60%
4815 Transfer - RF	0	0	0	-	0	0	-	0	0	0	-	0	0	-	645,000	645,000	0%
4905 Other	0	0	0	-	0	0	-	0	0	0	-	5,000	(5,000)	-100%	0	0	-
4915 Insurance Reimbursement	0	0	0	-	2,064	(2,064)	-100%	1,328	0	1,328	-	(9,329)	10,656	-114%	1,328	0	-
Total Other Income	0	0	0	-	2,064	(2,064)	-100%	318,428	783,965	(465,537)	-59%	629,871	(311,444)	-49%	963,428	1,428,965	-33%
Other Expenses																	
6755 Insurance Claims	0	0	0	-	0	0	-	0	0	0	-	2,322	2,322	100%	0	0	-
Total Taxes & Misc Expenses	0	0	0	-	0	0	-	0	0	0	-	2,322	2,322	100%	0	0	-
Debt Services																	
7005 Principal repayment	8,555	0	(8,555)	-	0	(8,555)	-	363,311	338,068	(25,243)	-7%	338,068	(25,243)	-7%	363,311	338,068	-7%
7010 Interest payment	28,736	0	(28,736)	-	0	(28,736)	-	318,591	306,543	(12,048)	-4%	306,543	(12,048)	-4%	318,591	306,543	-4%
7020 Principal repayment - Vehicles	1,044	5,245	4,201	80%	1,040	(4)	0%	8,339	41,960	33,621	80%	2,079	(6,260)	-301%	29,319	62,940	53%
7025 Interest payment - Vehicles	16	51	35	69%	20	4	20%	135	407	273	67%	40	(95)	-240%	338	611	45%
8013 CIP Construction Bridges	0	18,750	18,750	100%	0	0	-	0	150,000	150,000	100%	129,849	129,849	100%	75,000	225,000	67%
8015 CIP Land Improvements	0	30,250	30,250	100%	0	0	-	0	242,000	242,000	100%	0	0	-	121,000	363,000	67%
8020 CIP Machinery & Equipment	0	0	0	-	0	0	-	45,048	0	(45,048)	-	9,938	(35,110)	-353%	45,048	0	-
8025 CIP Mobile Equipment	0	0	0	-	0	0	-	25,000	0	(25,000)	-	0	(25,000)	-	25,000	0	-
Total Debt Services	38,350	54,296	15,946	29%	1,059	(37,291)	-3521%	760,424	1,078,978	318,554	30%	786,517	26,093	3%	977,608	1,296,162	25%
Total Other Expenses	38,350	54,296	15,946	29%	1,059	(37,291)	-3521%	760,424	1,078,978	318,554	30%	788,839	28,415	4%	977,608	1,296,162	25%
Net Other Income	(38,350)	(54,296)	15,946	-29%	1,005	(39,355)	-3915%	(441,996)	(295,013)	(146,983)	50%	(158,968)	(283,029)	178%	(14,180)	132,803	-111%
Net Result	(16,707)	(353)	(16,354)	4639%	30,156	(46,862)	-155%	(30,519)	159,288	(189,807)	-119%	(200,117)	169,598	-85%	661,631	851,438	-22%



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

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

DATE: April 13, 2021

SUBJECT: Commercial/External Affairs/Marketing Management Report

Commercial:

Port staff are working with the Rail and Maritime Operations departments on approximately 20 commercial leads. These leads represent a variety of commodities for both import and export markets. Staff are currently working closely with various representatives from the Union Pacific Railroad to generate rates to assist leads in identifying total project costs to bring logistics operations through the Port of Coos Bay. Monthly commercial coordination meetings continue to take place, ensuring operational collaboration in developing proposed business interests evaluating the benefits of the Port.

EA/BD staff are currently working to develop a comprehensive marketing plan for the Port of Coos Bay, a value proposition for both maritime and freight rail commerce.

Staff have conducted market research, reaching out to 11 other ports to generate a comprehensive ground lease rate analysis. The majority of Ports structure their ground lease agreements in one of two ways: as a percentage of the fair market value of the property per year, or as a rate per square foot per month. Staff are continuing to work internally to determine the best structure to implement in any future ground lease agreements.

Staff have been working with contacts at other railroads to gain insight into their pricing models for various railroad property agreements, as well as streamlining protocols and procedures for entering into such agreements. This work is being conducted to ensure that the CBRL pricing structure is fair and in alignment with the market, as well as to standardize the process to increase efficiencies.

Staff provided a tour of the Port for an existing railroad customer interested in expanding rail and barge transportation through the Port of Coos Bay.

Port Property:

The offices adjacent to the Post Office are the only vacant rentable facilities in the Charleston Marina Complex currently. The Charleston Fishing Families has entered into a commercial month-to-month lease agreement on Building 19 and have moved into the facility.

The Port has acquired the building and fixtures of the Fishermen's Wharf facility. Port staff are

currently conducting inventories and cleaning the property. An inter-departmental group will determine the highest and best use for the facility and commence marketing once that determination has been made. To date, staff have received four inquiries from the time of acquisition from parties interested in leasing the facility.

Monthly Commercial lease revenue for the month of March 2021 was up approximately 25% year over year from March 2020. This is largely due to additional properties being leased in the Marina Complex and standard CPI annual increases.

The new Verizon cell tower proposed for location on Port owned property in Eastside is still in progress. Verizon continues to work with the City of Coos Bay on permitting. Draft lease documents have been finalized and will be ready for execution once the permitting process is completed.

The Seabasket restaurant has added a fence to the lot they recently leased adjacent to the restaurant to create an outdoor dining space.

Staff have completed railroad property agreements including Right of Entry agreements and Utility Occupancy agreements with the following: Wave Division, Zayo, and Zip-O Logs.

Marketing, Media, and Outreach:

The Port issued the following press release:

- [Port of Coos Bay Extends Scholarship Deadline to May 1](#)

The Port's Facebook page gained 26 followers over the last month.

The top post of the month was:

“Jetties are critical maritime infrastructure on the U.S. west coast, providing a protective barrier for mariners crossing the bar against currents, tides, and waves. The U.S. Army Corps of Engineers has included funding in their work plan to make necessary repairs and replenish the Coos Bay Harbor's North Jetty. This work is critical in ensuring the safety of the bar crossing for deep draft vessels, barges, and the commercial and recreational fishing fleet!” This post had a reach of approximately 1,300 people with 65 likes, comments, and shares.

The Charleston Marina's Facebook page fared well this past month, adding 32 new followers. Post engagement was up 99%, post reach was up 157%, and page views were up 60%.

The top post of the month was:

“Dungeness Crab season is in full swing at the Charleston Marina here on Oregon's south coast! Not much beats fresh caught crab on your table. Come down and support our local commercial fishing fleet!” This post had a reach of approximately 1,200 people with 56 reactions, comments, and shares.

The Port's LinkedIn profile had 29 unique visitors, 11 new followers, and 2,800 post impressions.

Staff participated in meetings with SCDC, the Coos Bay Pilots, and the North West Marine Terminals Association.

Staff are currently coordinating with key stakeholders in Charleston in the development of a concept to hold a “Christmas in Charleston” event to draw more traffic to the area during the holiday season and support local businesses.

Legislative/Advocacy Work:

The 2021 Legislative Session began on January 19, 2021. The Port’s primary goal in this session is to ensure that the next allocation of Lottery Bond funding is included in the final approved budget. This allocation was approved by statute in 2007, and the Port is seeking its second allocation of \$15 million to support final engineering and design work. Additionally, the Port is seeking allocation of the third \$40 million allocation to support construction of the Channel Modification Project.

This session has presented new challenges as compared to previously scheduled sessions in that members of the legislature, lobby, and public are still following guidelines for COVID-19 precautions. The Capital is closed to the public and the lobby, meaning that all communications must take place by video, telephone or email, and comment and testimony at committee hearings will either be done through written comment or video conferencing.

Staff have participated in a number of meetings with State legislators, including Representative Holvey, as Chair of the Capital Projects Committee, Senate President Peter Courtney, staff from Speaker Tina Kotek’s office, and the Governor’s office to discuss the priorities of the Port in relation to funding requests for this session. Staff are preparing materials for written submission at the Joint Ways and Means Committee hearing scheduled for April 22.

Staff have also worked with Federal Relations to meet with Representative DeFazio’s new Transportation Advisor and to compile a submission request form for the T&I Committee outlining priority capital projects for the Port.

Staff continue to work closely with Markee & Associates and OPPA to monitor bills of interest as they move through the State legislature.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Mike Dunning, Director of Maritime Operations and Asset Management

DATE: April 13, 2021

SUBJECT: Port Operations/Asset Management Report

Channel Modification Project:

The PDT continues to review and address comments on the Letter of Authorization (LOA) and the Risk Management Plan (RMP). As discussed previously, the RMP is the last big piece needed to close out the remaining 204/408 Report comments.

Rail Bridge Rehabilitation Project:

Work continues on engineering and design, permitting, and ROW acquisition. Staff is working with Engineers to finalize E&D for each phase of the project.

Coal Bank Slough Bridge: The geotechnical report was received in early March and final engineering and design will be completed by early May. The Joint Permit Application (JPA) and Oregon Department of Environmental Quality (DEQ) 401 certification authorizations are under review, Port staff expects to have these authorizations by mid-summer 2021. The Invitation to Bid for this work is expected to be solicited in late May of 2021, with a start construction date of late August or early September 2021.

Vaughn Viaduct: The draft Invitation to Bid (ITB) package is under final review and will be ready for solicitation at the end of April, following Commission approval to solicit the bid package. The land partition applications were received by Lane County and are being reviewed for completeness. The County has 30 days to complete this review. Staff and consultants are working with Century Link and Lane Electric to relocate utilities within the project area. The anticipated start construction date for this project is September 2021.

Wildcat Creek Bridges: This will be the last phase of this project. Staff anticipates the bid solicitation will be released in early 2022.

Steel Bridges: Engineers continue to fine tune the final scope of work for this phase. Staff expects this bid solicitation to release in early August 2021, with a start construction date of January 2022.

North Bend Swing Bridge Post Repairs:

An Invitation to Bid (ITB) for the Coos Bay Rail Line post repairs was solicited on February 16, 2021 and bids were due by 4:00 pm on March 31, 2021. Two bids were received and read aloud shortly after 4:00 pm on March 31, 2021. The submitted bid results are listed in the following table:

Firm Name	Total Price
Koppers Railroad Structures Inc.	\$730,200.00
Partney Construction	\$804,300.00

Both proposals are being reviewed for responsiveness to the ITB. Staff will request authorization to award the contract to Koppers Railroad Structures Inc. at the April 2021 Commission meeting.

PIDP Grant:

Staff is developing a more detailed and defined scope of work for MARAD’s review. This detailed scope better defines exact locations by Mile Post (MP) of tie replacement and resurfacing for the project. On March 5, the Port received a Categorical Exclusion (CAT EX) from MARAD for NEPA work. This project qualified for a CAT EX because the work is considered routine maintenance of existing infrastructure and all work is being conducted within the existing Right of Way (ROW). This will accelerate the development and execution of the Grant Agreement with MARAD.

Safety and Security:

SDAO Intern Grant: Staff applied for the Internship Grant Program with SDAO for an intern to work on written safety programs. The overall project is expected to last at least 10 weeks, and intern will be paid \$15.00 an hour. The total cost of \$6,000.00 will be split between SDAO and the Port, 50/50 match.

Security Cameras (Charleston Marina): Staff is working with Oregon Satellite to procure and install four additional cameras at the Marina Complex. Funding for this work is coming from an SDAO grant of \$2,500.00 and matching funds from the Port’s general fund of \$2,500.00. Total project costs are \$5,000.00.

CPR Trainer: Ray Dwire (Security Lead) attended the CPR Instructor course at the beginning of April. This qualification will fill the current vacancy and allow the Port to better train its employees to respond to those in respiratory and cardiac arrest. Having an instructor on staff provides greater flexibility in scheduling these critical skills.

Transpacific Parkway Drainage Project:

Staff received the alternatives analysis from SHN Consultants for the Transpacific Parkway drainage issues. At the northern area, the primary alternatives include maintaining the level of the pond southwest of Southport Forest Products and raising the roadbed. At the southern area, raising the roadbed, culvert work and ditching. This project is being funded by CCURA and the next step is to present the alternatives to the CCURA Board and select an alternative to evaluate permitting and engineering costs.

North Spit Noxious Weed Control:

Staff is working with the Coos Watershed on another noxious weed grant for Port properties on the North Spit. This is a federal grant through the Department of Forestry and will focus on European beach grass and scotch broom.

Tyree Baseline Inspection:

As part of the new lease with Tyree Oil, staff is working with Tyree to complete the baseline inspection of the facility. The inspection will include an overall condition assessment of the facility and identify equipment ownership.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Brandon Collura, Harbormaster

DATE: April 13, 2021

SUBJECT: Charleston Operations Management Report

The Marina finished the month of March at 57% capacity. Of the 443 moorage slips, there were 167 annuals, 35 semi-annuals, 44 monthlies and 166 transients. Annuals, semi-annuals, and transients all increased, with monthlies being the only category to decrease slightly. Overall capacity remained the same as February.

The RV Park had 29% capacity in March, down 1% from February. Out of 104 RV Park spaces, we had 61 new check-ins with total sales of \$19,025.

Maintenance Projects:

Electrical: Electrical issues have been identified along G and H dock recently. Old hardware has rusted through and loosened conduit connections along the run from shore out to the T at the northern end. RFQs have been sent and more exacting data should be known soon. The maintenance crew will continue inspections of other docks as well, as similar issues have arisen along DWF dock recently also.

New pedestal lights have been replaced as well as a contingency of overhead lights along D and E docks recently.

RV Park: All RV Park electric pedestals have been checked for faulty outlets and lights and are in the process of having several new plugs and lights installed in preparation for the season. The RV Park laundry room has also undergone annual maintenance with screens and ventilation repairs being made.

Annual yurt maintenance is also taking place between the influx of customers already reserving them for their time on the coast.

Launch Ramps: Minor work has been completed to re-secure rub boards and various planks on the launch ramps as activity is picking up with the recreational fishing fleet.

Dredge Program:

RFQs have been requested for a multitude of annual maintenance projects that must take place regarding the upkeep of the State-owned dredge and tender. Projects range from hydraulic hose replacement to sandblasting, metal work and re-painting. New spuds have been ordered from the manufacturer as well as a new suction hose.

A new work tender is also being procured by the State for future projects which will assist in operations efforts.



MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Rich Lopez, General Manager

DATE: April 13, 2021

SUBJECT: Railroad Department Management Report

Operations:

CBRL Carloads:

March = 566 Prior Month = 390 Prior Year March = 432

2020/21 Forecasted Monthly Average 417 Exceeded by 149 carloads.

March brought CBRL its second-best month in carloads since the Port took over operation in 2018. This increase in carloads is due to customers increase in rail traffic to truck. Southport reported a record month in rail carloads out since their opening of the mill and use of the rail line. These numbers are not without some challenges. The Union Pacific has not been able to interchange customer's cars on time, giving CBRL the challenge to spot the available cars immediately. The Union Pacific is at 50% of meeting the on-time car arrival for the CBRL's. The management teams of CBRL and Union Pacific are working hard to get these numbers back to normal for the customers.

CBRL has also brought on a new conductor. Cody Holder joins the staff and crew on the Noti Switcher. He brings 7 years of railroad service to the CBRL Team, with most of his time in switching operations. He has settled in and is enjoying his new role.

Mechanical (Car and Locomotive):

The Mechanical Department continues to work on car repairs and locomotive maintenance. The locomotive mechanic continues to stay on top of the repairs and identifies issues daily. The work on the 1909 has been slow but effective. The locomotive runs and loads but still has some small issues that need to be repaired prior to the locomotive being put into service. The mechanic starts the locomotive daily and works on these issues when not doing periodic inspections.

The Car Department has been working on available cars that come on line. With the lower volume of daily cars, the carmen work on these cars at available locations from Noti to Coos Bay. When not working on the cars, both crew members have been assisting with the clearing and clean up of the main line. They have also put their welding skills to use by welding supports on several bridge

walkways to reopen for use. These walkways not only provide our crews with safe structures to utilize but reduces time when needing to walk cars for handbrakes and inspections.

Maintenance of Way (MOW):

The MOW continues to perform their weekly inspections and identify, correct and maintain any defects on the rail line. They have begun the cleanup work of downed trees and clearing ditch lines. The crew has also repaired severe track conditions on the Veneta Spur. With the increase in carloads, CBRL needed another means of staging cars for interchange. They replaced 50 ties, several joint bars, tie plates and spikes. The track has not been opened for unrestricted use since before the reopening of the rail line. The availability of this track gives the Noti crew 560 feet of useable storage for staging and switching.

The MOW crew have also begun the clearing and clean up for the summer fire season. This includes removal of debris from bridge structures and clearing of brush and dead trees from the right of ways.

ODOT/FRA:

CBRL had one on site visit from the FRA or ODOT for the month of February from Mr. Greg Stang, ODOT Mechanical Inspector. No violations were reported.

Coos Bay Rail Line:

As of April 1, 2020, the CBRL is 560 days' injury free. The CBRL had 0 incident in March. Currently, CBRL has 18 employees and 6 locomotives on property.

Rail Projects:

Rail and Port staff prepare for both Bridge and Track Infrastructure Projects with meetings and on-site visits for planning.

The Hemlock Ave intersection has begun at the Coos Bay Village site. The track and ties have been replaced and the track has been lifted 8 inches. This new track is from the Army Corp of Engineers to Front Street. This is the first complete rail and tie replacement of magnitude since the purchasing of the rail line.



Action Items

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

DATE: April 13, 2021

PROJECT TITLE: Coos Bay Rail Line Bridge Rehabilitation Project Request to Solicit Invitation to Bids (ITB)

ACTION REQUESTED: Authorization for Port Staff to solicit Invitations to Bid for five separate construction contracts for the CBRL Bridge Rehabilitation Project.

BACKGROUND:

On July 18, 2018, the Port submitted an application to the US Department of Transportation for the Better Utilizing Investments to Leverage Development (BUILD) grant program. In December of 2018, the Port was awarded a grant in the amount of \$20 million for the CBRL Bridge Rehabilitation Project. Work on the National Environmental Protection Act (NEPA) requirements started in the summer of 2019, and the final grant agreement was executed with the US Maritime Administration on September 24, 2020. On November 2, 2020, the Port executed a grant agreement with the Oregon Department of Transportation for the grant match of \$5 million. The total project cost is \$25 million.

After analyzing each major phase of the project, Port staff determined the best path forward is to contract each phase separately: steel swing span bridges, Vaughn Viaduct bridge, Wildcat Creek bridges, Coal Bank Slough bridge and North Bend swing span bridge generator and power control system. The generator and power control system will be a separate contract due to the specialty nature of the work. The first ITB solicitation will be Vaughn Viaduct, followed by Coal Bank Slough, swing span bridges, North Bend generator and power control system and Wildcat Creek bridges.

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 intends to open the ITB period following the completion of bid documents and legal review. Upon closing the ITB period, Port staff will review the bids and make a recommendation for award to the Commission at the next regularly scheduled Board of Commissioners meeting.

RECOMMENDED MOTION:

Authorize Port Staff to solicit Invitations to Bid for five separate construction contracts for the CBRL Bridge Rehabilitation Project.

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

DATE: April 13, 2021

PROJECT TITLE: Authorization to Negotiate and Execute a Contract for the Replacement of Six Severely Deteriorated Posts on the North Bend Swing Span Bridge

ACTION REQUESTED: Authorization for Chief Executive Officer John Burns to negotiate and execute a contract for the replacement of six severely deteriorated posts on the North Bend swing span bridge.

BACKGROUND:

In December of 2020, the Port Commission authorized Port staff to issue a Request for Proposals for the replacement of six deteriorated posts on spans 6 and 7 of the North Bend swing span bridge.

An Invitation to Bid (ITB) for the Coos Bay Rail Line post repairs was solicited on February 16, 2021 and bids were due by 4:00 pm on March 31, 2021. Two bids were received and read aloud shortly after 4:00 pm on March 31, 2021. The submitted bid results are listed in the table below:

Firm Name	Total Price
Koppers Railroad Structures Inc.	\$730,200.00
Partney Construction	\$804,300.00

Both proposals are being reviewed for responsiveness to the ITB. A copy of the proposal is available for Commission review.

Koppers is the national rail bridge repair company who completed the last emergency repairs to the North Bend swing span bridge in 2018. The proposed bid includes the full replacement of six posts on spans 6 and 7.

Port procurement rule 4.5 states the Port Commission, acting in its role as the Local Contract Review Board, may award a contract for services by competitive sealed bids. Port staff requests the Commission authorize execution of a contract with Koppers Railroad Structures Inc. for the replacement of six severely deteriorated posts on the North Bend swing span bridge, for the total price of \$730,200.00, pending final review and acceptance of the bid.

The replacement of the six posts will be funded through the application of 2021 State of Oregon Short Line Railroad tax credits (1/3 of costs) and the Ports General Fund.

RECOMMENDED MOTION:

Authorize Chief Executive Officer John Burns to negotiate and execute a contract with Koppers Railroad Structures Inc. for the replacement of six severely deteriorated posts on spans 6 and 7 of the North Bend swing span bridge in the amount of \$730,200.00.

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 / 2017 - 2021

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

	2017		2018		2019		2020		2021	
	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads
Jan	528	1,742.4	580	1,914.0	611	2,016.3	409	1,349.7	346	1,141.8
Feb	520	1,716.0	618	2,039.4	465	1,534.5	400	1,320.0	382	1,260.6
Mar	535	1,765.5	627	2,069.1	547	1,805.1	432	1,425.6	566	1,867.8
Apr	582	1,920.6	574	1,894.2	521	1,719.3	350	1,155.0		0.0
May	727	2,399.1	623	2,055.9	438	1,445.4	394	1,300.2		0.0
Jun	721	2,379.3	594	1,960.2	318	1,049.4	534	1,762.2		0.0
Jul	593	1,956.9	602	1,986.6	346	1,141.8	485	1,600.5		0.0
Aug	601	1,983.3	602	1,986.6	329	1,085.7	467	1,541.1		0.0
Sep	615	2,029.5	472	1,557.6	299	986.7	378	1,247.4		0.0
Oct	616	2,032.8	469	1,547.7	425	1,402.5	431	1,422.3		0.0
Nov	565	1,864.5	268	884.4	348	1,148.4	349	1,151.7		0.0
Dec	569	1,877.7	399	1,316.7	303	999.9	499	1,646.7		0.0
Total	7,172	23,667.6	6,428	21,212.4	4,950	16,335.0	5,128	16,922.4	1,294	4,270.2

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 2021 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:	1,294	rail carloads =	129,400	short tons =	4,270.2	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 560 days' injury free as of April 1, 2021!