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INTRODUCTION

The purpose of the Oregon International Port of Coos Bay's (Port) budget message is to explain the budget document. It is intended to provide the Budget Committee with information to assist in understanding the Port's Budget which is reflective of the Port's Operating Plan, and the Port's long-term financial goals. Following input from the Budget Committee, Staff will further refine this document prior to presenting the budget to the Port Commission for adoption.

The Port's proposed budget for FY 2022/2023 illustrates a focus on infrastructure longevity and developing organizational structure. Capital improvement projects are essential for the three business lines and the purpose of allocations of funds is to support capital improvement investment today, paired with maintenance and repair funding. These investments will ensure longevity of infrastructure and long-term cost savings to poise the Port to attract and develop economic growth opportunities in the future. These strategic investments fulfill the Port's six Strategic Goal Initiatives and Strategic Planning Guiding Principles as outlined below:

Strategic Goals Initiatives:

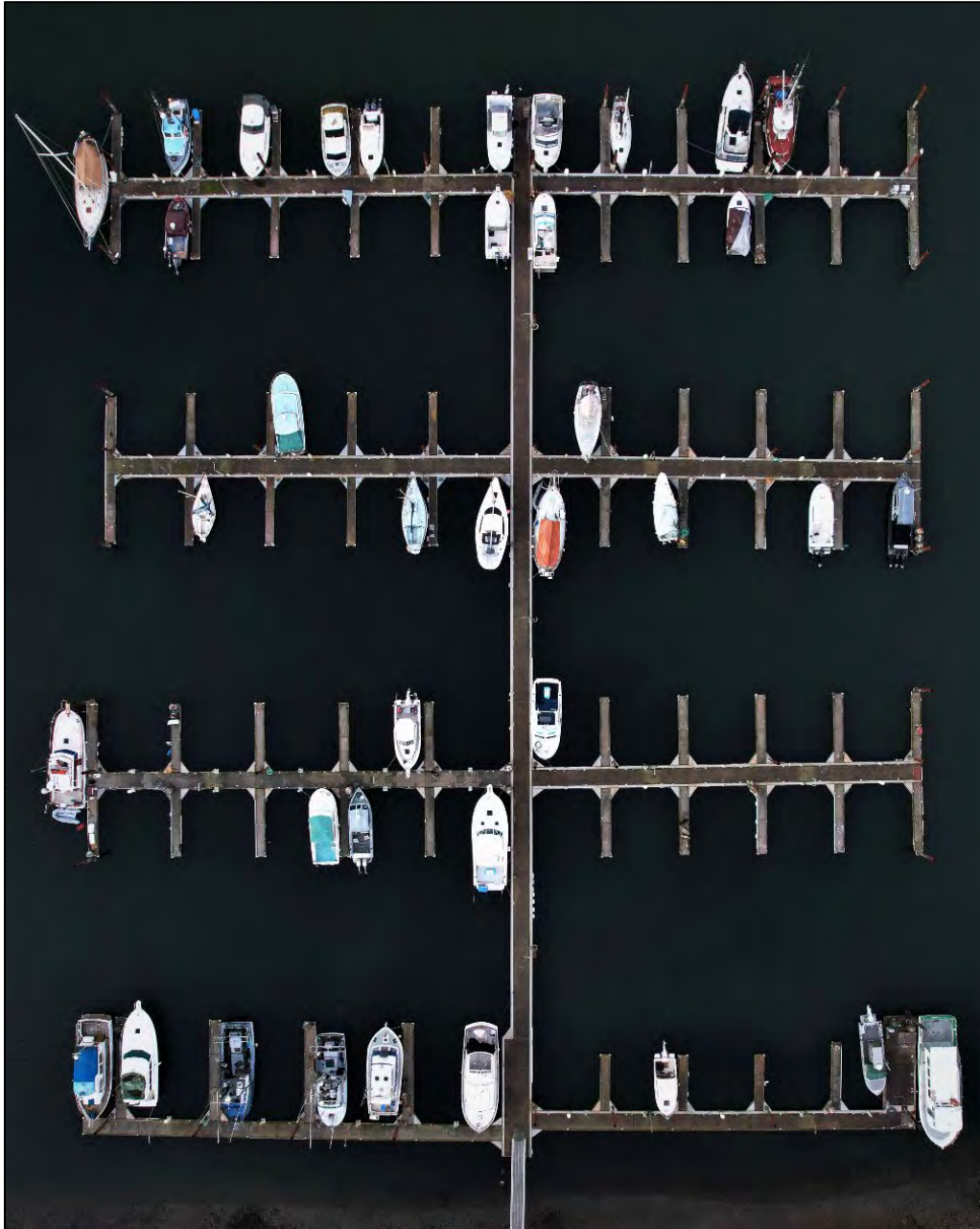
- | | |
|---|---|
| (1) Healthy and Vibrant Railroad, | (4) Thriving Commercial and Recreational Fishing Community, |
| (2) State of the Art Maritime Infrastructure, | (5) Prepared Workforce Ready to Meet Tomorrows' Work, and |
| (3) Deeper and Wider Channel, | (6) Strong Ties into the Community. |

Strategic Planning Guiding Principles as outlined in the Port's Strategic Business Plan:

- (1) Invest in marine and rail infrastructure to strengthen the regional multimodal transportation system.
- (2) Develop appropriate industrial and marine industrial properties around the Coos Bay harbor to diversify marine and rail commodity movements.
- (3) Expand commercial fishing and recreational tourism facilities in the village of Charleston.
- (4) Collaborate with the private and public sectors to maximize functionality of the Port's core business lines.
- (5) Promote responsible environmental stewardship by integrating environmental considerations into all strategic planning and business decision-making.

The Port's three main business lines, Maritime, Coos Bay Rail Line and the Charleston Marina, each play an integral role in the regional and state economy to support job creation, transportation, infrastructure, and future growth opportunities.

The Port will optimize its assets and resources to maintain its capacity and maximize revenue streams. The upcoming fiscal year presents an opportunity for the Port to implement creative strategies to attract revenue generating and cost-cutting solutions to move forward its mission of sustainable economic development for Southern Oregon and the State.



BUDGET OVERVIEW

The Port's General Fund tracks revenues and expenses related to operational and support activities. The aggregated projected revenues and expenses across and within all Departments must balance. The General Fund, Special Projects Fund, Reserve Fund and Dredge Fund are discussed in further detail below.

GENERAL FUND

The proposed budget for FY 2022/2023 anticipates total income of \$10.8 million (including a \$400,000 cash carryforward) and gross expenses of \$10.8 million, resulting in a projected net zero balance at year end. During this fiscal year, the Port will transfer \$1 million to the Reserve Fund.

Of the Port's General Fund, operating revenue (fee for services) represents approximately 71.6% and property taxes 19.13%, while various other taxes, grants, interest, reimbursements and funds transfers make up the remaining 9.27% (other).

The Port has continued to evaluate personnel needs with a focus on improving its capability for delivering services and managing capital projects across the Port's business lines. The staffing of each department is discussed in further detail below. The budget also includes a proposed 8.1% cost of living increase for all Port employees and the maintenance of benefits at current levels.

Departments within the General Fund include Administration, Business Development/External Affairs, Charleston Operations, Port Operations, and Railroad Operations. Port Development and Dredge Operations are inactive departments within the General Fund.

ADMINISTRATION

The mission of the Administration Department is to provide quality support to all departments and employees via administrative services (Finance & Accounting, Human Resources, Information Technology, Records Management, Office Management, and general Business Administration), and managerial services of the Hub Building.

The Strategic Emphasis for the 2022/23 fiscal year in the Administration Department is to prepare for extreme growth in the near future by streamlining processes, clarifying and enhancing policies, and training employees.

The Administration Department goals for FY 2022/23 include:

1. Improving functionality of the customer portal to encourage better utilization from customer base.
2. Training employees on purchasing limits, the credit card program, and budget accountability.
3. Creation of a long-term IT Equipment Replacement Plan.
4. Enhancing IT Security.
5. Continuing to implement an onboarding process, involving all departments, that provides new Employees, Commissioners and Committee Members with the fundamentals (policies, procedures, processes, training) necessary to succeed with the Port/Rail.
6. Updating the Personnel Policy to reflect updated laws and best practices.
7. Collaborating with the community to provide education and training of local residents for Port/Rail careers.
8. Training employees on Records Management – shared files rules, email and document retention, destruction, archive, and project management organization.
9. Enhancing the preservation, maintenance, and security of the HUB Building while minimizing vacancy.
10. Implementing an online RV Park reservation system.



The Port's Administration cost center contains income associated with property taxes (\$1.9 million), principal repayment (\$68,000), leases (\$200,000), interest earnings (\$32,000), and Coos County Urban Renewal Agency administrative support (\$12,000).

The primary expenses for the Administration Department include salary and benefits for 9.5 FTEs, as well as the overhead costs associated with the daily operations of the Port's Administrative Office, ownership of the HUB Building, staff training and development, IT supplies, IT/software subscriptions, and legal services.

Personnel budgeted in the Administration Department include: Chief Executive Officer, Chief Administrative Officer, Human Resources Manager, Administrative Assistant, Director of Finance and Accounting, Fiscal Support Technician, Finance Clerk, Charleston Marina Office Administrator, Charleston Marina RV Park Coordinator, and Seasonal Charleston Marina Office Assistant.

CHARLESTON OPERATIONS

The mission of the Charleston Operations department is to develop, maintain and promote an environment that allows the Charleston community to thrive economically across all lines of business and recreational activities. Infrastructure must be maintained and improved to provide greatest benefit to the public and Port tenants.

The Strategic Emphasis for the 2022/23 fiscal year in Charleston Operations is to significantly focus on improvements to existing infrastructure. Continuing education relating to safety will also be a primary focus for success; focusing on required training to operate equipment and work at peak efficiency. Charleston's goal is to work in the safest environment possible, reducing accidents and incidents through safe and effective protocols and BMPs.

The FY 2022/23 goals and capital projects for Charleston Operations include:

1. Infrastructure Improvements include dock repairs, restroom and shower facility repairs, repair and re-paint of the Charleston Marina Office, pile replacement throughout the Marina and Shipyard, and power pedestal replacement.
2. Safety Education & Continuing Education/Certification focusing on boom truck operations, hydraulics and dredge operations, welding, forklift safety, and hazardous materials.
3. Further development of the dredge operations and maintenance program, including further developing the annual maintenance plan and parts program, continuing to refine operational costs and forecasting and furthering education of the maintenance crew to operate equipment efficiently, correctly, and safely.
4. Shipyard Clean Up & Evaluation of Ground Leases including destruction of all Port owned derelict vessels and review of current Shipyard leases pertaining to footprints and lands leased.

The budget assumes a 6% rate increase for most Marina and Shipyard services effective July 1, 2022 and RV Park rates effective January 1, 2023.

Total staff included within the Charleston Marina budget include 9.0 FTEs, comprised of the Marina Manager and Maintenance Staff.



BUSINESS DEVELOPMENT / EXTERNAL AFFAIRS

The mission of the External Affairs Department is to maximize revenues for the Port's three primary lines of business, clearly communicate with staff and stakeholder groups through a variety of channels to promote the mission, vision, and activities of the Port, and effectively manage relationships with local, State and Federal elected officials and key stakeholders.

The Strategic Emphasis for the 2022/23 fiscal year is to maximize revenues through enhancing existing customer relationships and facilitating new business development and expansion activities through promoting utilization of the newly acquired Terminal One, as well as the Coos Bay Rail Line, Charleston, Upper, and Lower Bay properties. External Affairs will work to identify and capitalize on opportunities to expand the portfolio of the Coos Bay Harbor while laying the groundwork for future economic development.

The External Affairs Department goals for FY 2022/23 include:

1. Legislative Actions: Promote priority projects such as the Channel Modification Project, development of a container terminal on the North Spit and infrastructure development at Terminal One.
2. Commodity Analysis: Utilizing rates identified in the proposed tariff and assumptions based on existing infrastructure, conduct an analysis to establish commodities most well suited and likely to generate the greatest revenue for targeted marketing and outreach efforts.
3. Identify existing gaps and barriers to future development: Create a strategy to improve the competitive position of the Port in the global marketplace.
4. Tariff Development and Commercial Pricing: Finalize Tariff for the Federal Maritime Commission. Continue analysis of comparable properties to determine appropriate pricing for ground leases, covered and uncovered storage, and industrial structures.
5. Customer Relations and Development: Conduct bi-annual meetings with existing rail shippers to discuss communications, customer service, and anticipated future growth opportunities; retain existing customers; and promote the success of future lease relationships by analyzing the highest and best use of Port facilities and continued development in tenant recruitment and selection process.
6. Lease Management: Increase overall lease revenue – execute lease agreements in vacant Port owned facilities. Renegotiate leases to ensure appropriate rental rate and provisions to protect the Port's interests and manage liabilities. Evaluate the Port's current portfolio of properties to identify properties that could be repurposed to generate additional revenue or meet an existing community or regional need.
7. Communications: Develop communications materials to share with staff and media outlets that generate business opportunities.
8. Charleston Public Relations: Work in partnership with contractor to conduct focused public relations efforts regarding the Charleston Marina Complex to effectively communicate the Port's role and value to the Charleston Community.

The expenses in the Business Development & External Affairs Department include materials and services, and salary and benefits for 2.0 FTEs. Generally, there are no revenues associated with the Department, only limited outside contributions to defray expenses for broader community marketing campaigns as it plays a supporting role for the Port's overall operations. Any business generated by the Business Development & External Affairs Department's marketing and sales efforts are realized in the corresponding operational department's budget.

MARITIME / PORT OPERATIONS

The mission of the Maritime/Port Operations department is to prepare for the future while supporting today's operations. Maritime/Port Operations strives to maintain and operate Port infrastructure and properties through effective communication and collaboration with stakeholders.

The Strategic Emphasis for Maritime/Port Operations during the 2022/23 fiscal year is to continue focusing on new and existing operational priorities, including the Channel Modification Project, Port asset and project management, future shipping opportunities, development at Terminal One, Pilot initiatives, safety and training programs, emergency response planning, and other Port operational functions.

Maritime/Port Operations goals for FY 2022/23 include:

1. Terminal One (T1): Evaluate and install security measures, assess condition of dock systems and infrastructure, engage and collaborate with potential terminal tenants, manage permits and leases (State and Federal), conduct dredging operations at dock for future vessel calls, manage terminal operations, and evaluate highest and best use of property and assets.
2. Manage the Coos Bay 204(f) Channel Modification Project: Manage an effective and efficient budget and an achievable, yet aggressive and sound schedule; coordinate with State and Federal regulatory agencies to ensure the necessary permits and authorizations are in place to complete the project; manage the Project Development Team through effective and efficient leadership; develop, coordinate, and execute an effective public outreach plan for the project; and work with other departments to attain funding to complete 204(f) permitting.
3. Safety and Security for Port Assets and Staff: Identify and implement measures to prevent and curb squatters from settling on Port property; develop and implement new accident reporting forms; oversee the development of departmental SOP's, qualification standards and preventative maintenance programs; manage and support the Safety Committee through the evaluation, removal, and mitigation of safety hazards and/or unsafe workplace practices Port wide; attend Harbor Safety Committee meetings and work with stakeholders to improve the safety and operations within the Coos Bay Harbor; develop Port Emergency Management Plan; and effectively manage Port assets (fleet and equipment).
4. Port Property Development: Manage North Spit BLM land exchange; conduct evaluations of Port properties and infrastructure within the bay (docks, culverts, drainage and dikes); and identify areas for future mitigation use (drone footage).
5. Support Permitting for Port projects: Review of permit applications Port wide; advise staff on current regulations and procedures; and obtain and manage the Unified permit.
6. Serve on Local and State Committees and Boards: Partnership for Coastal Watersheds, Oregon Freight Advisory Committee, South West Area Commission on Transportation, Coos Watershed Association, Oregon Public Ports Dredging Partnership, and Coos Bay Harbor Safety Committee.
7. Provide Project Management Support: Develop and manage project schedules, manage contractors and consultants, construction management, and contract administration.

8. Grant Management: Communicate with grantors, review grant applications, develop and submit grant reports, implement and enforce grant requirements and conditions.

Revenues for the Maritime/Port Operations department are projected to be \$332,000 which are derived from building leases and property agreements. The department's expenses include salary and benefits for 10.5 FTEs, including Chief Port Operations Officer, Director of Asset Management, Project Coordinator, five Security Officers, proposed Contracting and Purchasing Agent, proposed Maintenance Operator, and proposed Terminal Manager later in the fiscal year.



RAILROAD OPERATIONS

****Operation of the Coos Bay Rail Line (CBRL) is budgeted within Coos Bay Rail Line, Inc.'s annual budget. This budget is separately reviewed and approved by the CBRL Budget Committee and adopted by the CBRL Board of Directors.****

The Coos Bay Rail Line supports the Port's economic development mission by providing local and regional businesses with safe, direct, efficient, and cost-effective rail access to the national rail network and global markets. Sustaining the economic growth and development of rural Lane, Douglas and Coos Counties is made possible because of the consistently improved and maintained infrastructure of the rail line.

The Railroad budget within the Port's General Fund allocates expenditures related to rehabilitating the rail line infrastructure and maintaining Port owned Rail assets.

Maintenance and Grant Projects planned for FY 2022/23 include:

1. Cross Tie Replacement,
2. Ballast and Track Surfacing Program,
3. Rail Joint Tightening Program,
4. Culvert and Drainage Repair,
5. Derailment Prevention, and
6. Bridge Replacement and Rehabilitation Program.

Projected revenues for the railroad include net freight revenues of \$3.35 million, \$300,000 from railroad real estate agreements, and \$591,000 in estimated income from the Capital Projects Surcharge Fee, which is intended to be applied to debt service on capital projects. The Port is projected to receive \$782,000 total combined revenue from Federal 45G and State of Oregon tax credits. During the upcoming fiscal year, CBRL is projected to transport approximately 16,422 revenue rail cars on the line, for which it will retain approximately 65% of the revenue for its operating costs. There are no personnel budgeted in the Port's railroad department.



SPECIAL PROJECTS FUND

The Special Projects Fund houses capital projects and other major projects that are predominately funded outside of the Port’s General Fund revenues. For the upcoming fiscal year, the Port anticipates up to \$33 million as major capital projects, the majority of which are funded by external sources (Oregon Department of Transportation, State of Oregon, BUILD, PIDP, and loans) and a smaller portion (\$120,000) funded from the Reserve Fund. The Special Projects Fund does not carry any fund balances.

Capital Projects Covered by Special Projects Fund		
Project	Allocated	Additional Funding Sources
Bridge Rehabilitation Project	\$20.6 million	BUILD, State of Oregon & Loan
Tie & Surfacing Project	\$10 million	PIDP & Reserve Fund
Channel Modification Project	\$4.5 million	State of Oregon
Terminal One Project	\$1.875 million	Loan

RESERVE FUND

The projected beginning fund balance for the Reserve Fund is \$2.1 million, which is internally allocated between five categories: Railroad Reserve, Asset Replacement Reserve, Dredge Reserve, Real Property Reserve and General Reserve. \$120,000 will be transferred from the Reserve Fund to the Special Projects Fund. \$1 million will be transferred into the General Reserves from the General Fund.

DREDGE FUND

The Dredge Fund was established in FY 2019/20 to segregate the dredge operations and maintenance from General Fund operations. Funds received from the Oregon State Fuel tax will be separate and utilized solely to support the operation, repair and maintenance, and future capital needs of the dredge. Budgeted expenses are for the necessary maintenance and capital improvement for the state-owned dredge equipment. There are no plans to dredge this fiscal year.



RESOURCES

General Fund

(Fund)

Oregon International Port of Coos Bay

(Name of Municipal Corporation)

Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 22/23				
Actual		Adopted Budget This Year 21/22	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 19/20	First Preceding Year 20/21								
1	-	-	300,000	1	Net working capital (accrual basis)	400,000	400,000	400,000	1
2	67,701	79,713	50,000	2	Previously levied taxes estimated to be received	80,000	80,000	80,000	2
3	1,751,239	1,813,636	1,971,560	3	Property Taxes - Current Year	1,916,136	1,916,136	1,916,136	3
4	77,636	45,174	31,834	4	Interest	31,807	31,807	31,807	4
5	-	-	-	5	Transferred IN, from other funds	-	-	-	5
6				6	OTHER RESOURCES				6
7				7	Administration				7
8	12,000	12,000	12,000	8	CCURA Administration Fee	12,000	12,000	12,000	8
9	13,437	8,218	-	9	Other Income	-	-	-	9
10	3,492	48,783	-	10	Misc Grants	-	-	-	10
11	4,318	4,382	188,647	11	Building Leases	200,539	200,539	200,539	11
12	-	-	-	12	Property Agreements	-	-	-	12
13	62,776	64,685	66,653	13	Note Repayment	68,680	68,680	68,680	13
14	52,586	-	-	14	Loans Received	-	-	-	14
15	1,558	71,659	-	15	Insurance Reimbursement	-	-	-	15
16				16	Charleston				16
17	197,007	254,438	293,300	17	Building Leases	342,023	342,023	342,023	17
18	-	-	-	18	Property Agreements	-	-	-	18
19	24,952	25,490	25,000	19	Environmental Surcharge	35,000	35,000	35,000	19
20	3,678	820	1,500	20	Utility Revenue	750	750	750	20
21	62,785	49,364	43,000	21	Other	59,700	59,700	59,700	21
22	119	175	-	22	Lodging Tax	-	-	-	22
23	145,435	66,916	300,000	23	Ice Sales	300,000	300,000	300,000	23
24	8,583	7,813	10,000	24	Propane Sales	13,200	13,200	13,200	24
25	5,175	5,175	5,175	25	MAP grant	5,000	5,000	5,000	25
26	30,180	2,500	-	26	Other Grants	75,000	75,000	75,000	26
27	473,914	531,008	486,094	27	Annual Moorage	569,542	569,542	569,542	27
28	187,594	190,385	188,467	28	Monthly Moorage	205,000	205,000	205,000	28
29	110,818	89,618	89,857	29	Transient Moorage	97,520	97,520	97,520	29
30	39,226	39,599	37,000	30	Launch Ramp	45,000	45,000	45,000	30
31	172,327	180,155	182,310	31	Storage Unit	193,248	193,248	193,248	31
32	39,153	34,955	40,000	32	Storage Yard	42,400	42,400	42,400	32
33	37,183	45,586	38,625	33	Storage Long Term (SY)	122,828	122,828	122,828	33
34	97,847	108,873	92,700	34	Storage Short Term (SY)	40,942	40,942	40,942	34
35	67,219	51,575	65,000	35	Work Dock	75,000	75,000	75,000	35
36	843	1,012	1,000	36	Boat Wash	1,000	1,000	1,000	36
37	308,226	367,600	316,000	37	Space Rents	420,000	420,000	420,000	37
38	-	-	-	38	Cable TV & Internet	-	-	-	38
39	52,215	57,597	60,000	39	Boat Lifts	60,000	60,000	60,000	39
40	92,767	8,668	-	40	Insurance Claim	-	-	-	40
41	109,004	-	-	41	Loans Received	-	-	-	41
42	(1,907)	(29,016)	(30,000)	42	Bad Debt Expense	(30,000)	(30,000)	(30,000)	42

RESOURCES

General Fund

(Fund)

Oregon International Port of Coos Bay

(Name of Municipal Corporation)

Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 22/23			
Actual		Adopted Budget This Year 21/22	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 19/20	First Preceding Year 20/21							
43			43	External Affairs				43
44	25	108	400	44 Miscellaneous Income	90,300	90,300	90,300	44
45	490	56	-	45 Merchandise	-	-	-	45
46	-	-	-	46 Grant	-	-	-	46
47				Port Operations				47
48	113,194	114,452	123,940	48 Building Leases	208,203	208,203	208,203	48
49	106,114	81,953	95,700	49 Property Agreements	101,273	101,273	101,273	49
50	326,450	-	-	50 Project Management Fees	-	-	-	50
51	-	-	8,000	51 Other Grants	5,000	5,000	5,000	51
52	-	-	-	52 Insurance Claim	-	-	-	52
53	21,450	-	-	53 Other	18,000	18,000	18,000	53
54				Port Development				54
55	-	-	-	55 Leases & Agreements	-	-	-	55
56	-	-	-	56 Coos County Urban Renewal Agency	-	-	-	56
57	1,403	-	-	57 Other	-	-	-	57
58	965	-	-	58 Grants	-	-	-	58
59				Railroad Operations				59
60	253,144	300,845	422,034	60 Operations Revenue (Current Year - Net)	903,710	903,710	903,710	60
61	634,200	317,100	720,000	61 Tax Credits	781,865	781,865	781,865	61
62	7,206	(1,596)	786,453	62 Miscellaneous	2,446,302	2,446,302	2,446,302	62
63	228,072	287,683	244,000	63 Property Agreements	300,000	300,000	300,000	63
64	296,152	358,967	491,495	64 Rail Surcharge	591,308	591,308	591,308	64
65	-	-	-	65 Grants	-	-	-	65
66	62,940	-	-	66 Loans Received	-	-	-	66
67	-	-	-	67 Green Hill Fees (Matches to Debt)	-	-	-	67
68	(5,474)	1,328	-	68 Insurance Claim	-	-	-	68
69	(383,000)	383,000	-	69 Bad Debt Expense	-	-	-	69
70				Dredge Operations				70
71	42,388	-	-	71 Mobilization/Demobilization	-	-	-	71
72	28,206	-	-	72 Dredge Services	-	-	-	72
73	-	-	-	73 Grants	-	-	-	73
74	131,798	-	-	74 Other	-	-	-	74
75	25,668	-	-	75 Insurance Reimbursement	-	-	-	75
76	(23,748)	-	-	76 Bad Debt Expense	-	-	-	76
77	4,359,787	4,189,103	5,736,184	77 Total resources, except taxes to be levied	8,832,139	8,832,139	8,832,139	77
78			2,021,560	78 Taxes estimated to be received	1,996,136	1,996,136	1,996,136	78
79	1,818,940	1,893,349		79 Taxes collected in year levied				79
80	6,178,727	6,082,452	7,757,744	80 TOTAL RESOURCES	10,828,275	10,828,275	10,828,275	80

150-504-020 (rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

General Fund

(name of fund)

	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 22/23			
	Actual		Adopted Budget This Year 21/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 19/20	First Preceding Year 20/21						
1				1 DEBT SERVICE				1
2	408,239	477,998	864,116	2 Principal	802,726	802,726	802,726	2
3	422,656	446,714	469,824	3 Interest	486,382	486,382	486,382	3
4	830,895	924,711	1,333,940	4 TOTAL DEBT SERVICE	1,289,108	1,289,108	1,289,108	4
5				5 SPECIAL PAYMENTS				5
6	-	-	-	6 Special Payments	-	-	-	6
7	-	-	-	7 TOTAL SPECIAL PAYMENTS	-	-	-	7
8				8 INTERFUND TRANSFERS				8
9	1,398,000	-	-	9 Transfer To Other Funds	1,000,000	1,000,000	1,000,000	9
10	1,398,000	-	-	10 TOTAL INTERFUND TRANSFERS	1,000,000	1,000,000	1,000,000	10
11			290,025	11 OPERATING CONTINGENCY	668,314	668,314	668,314	11
12			-	12 RESERVED FOR FUTURE EXPENDITURE	-	-	-	12
13			-	13 UNAPPROPRIATED ENDING FUND BALANCE	-	-	-	13
14	2,228,895	924,711	1,623,965	14 Total Requirements NOT ALLOCATED	2,957,422	2,957,422	2,957,422	14
15	6,554,291	4,463,871	6,133,778	15 Total Requirements for ALL Org.Units/Progams within fund	7,870,853	7,870,853	7,870,853	15
16	-	-		16 Ending balance (prior years)				16
17	8,783,186	5,388,582	7,757,744	17 TOTAL REQUIREMENTS	10,828,275	10,828,275	10,828,275	17

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

#	Historical Data			#	REQUIREMENTS FOR: <u>ADMINISTRATION</u>	Budget for Next Year 22/23			#
	Actual		Adopted Budget This Year 21/22			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 19/20	First Preceding Year 20/21							
1				1	PERSONNEL SERVICES				1
2	550,243	726,472	701,906	2	Salaries	826,293	826,293	826,293	2
3	121	-	-	3	Overtime & Relief	-	-	-	3
4	36,665	46,653	49,677	4	FICA - Payroll Taxes	58,516	58,516	58,516	4
5	133,487	139,570	186,672	5	Retirement Benefits	213,449	213,449	213,449	5
6	51,662	100,585	103,428	6	Health Insurance	137,386	137,386	137,386	6
7	1,018	2,895	2,411	7	Workers' Compensation Insurance	3,341	3,341	3,341	7
8	6,577	9,204	9,740	8	Unemployment Insurance	15,537	15,537	15,537	8
9	4,038	4,484	5,514	9	Term Life & Long Term Disability Insurance	6,174	6,174	6,174	9
10	-	-	20,000	10	Merit	23,000	23,000	23,000	10
11	-	-	(1,642)	11	Allocations	(1,835)	(1,835)	(1,835)	11
12	\$ 783,810	\$ 1,029,862	\$ 1,077,706	12	TOTAL PERSONNEL SERVICES	\$ 1,281,859	\$ 1,281,859	\$ 1,281,859	12
13	7.00	8.00	8.00	13	Total Full-Time Equivalent (FTE)	9.50	9.50	9.50	13
14				14	MATERIALS AND SERVICES				14
15	9,723	865	9,910	15	Staff Training & Development	3,350	3,350	3,350	15
16	7,917	365	6,800	16	Staff Travel	12,500	12,500	12,500	16
17	10,258	6,805	12,740	17	Office Supplies	13,258	13,258	13,258	17
18	5,531	6,236	7,000	18	IT Supplies	17,200	17,200	17,200	18
19	3,742	3,430	4,000	19	Postage & Courier Services	4,000	4,000	4,000	19
20	-	-	-	20	Marketing & Sales Expense	-	-	-	20
21	-	-	-	21	Memberships	-	-	-	21
22	-	-	-	22	Subscriptions	-	-	-	22
23	93,721	95,722	-	23	Office Lease	-	-	-	23
24	2,046	2,139	2,140	24	Office Equipment Lease	2,268	2,268	2,268	24
25	115,861	114,330	133,980	25	IT Software Subscription/Licenses	146,821	146,821	146,821	25
26	5,818	166	1,500	26	Commission Expense	3,500	3,500	3,500	26
27	12,507	10,560	12,540	27	Telephone	12,898	12,898	12,898	27
28	7,294	7,244	7,420	28	Internet	7,500	7,500	7,500	28
29	598	303	-	29	Cable	-	-	-	29
30	6,542	5,427	10,000	30	Electricity	10,800	10,800	10,800	30
31	-	-	2,500	31	Water/Sewer	3,000	3,000	3,000	31
32	-	-	3,200	32	Garbage	3,600	3,600	3,600	32
33	-	30,675	-	33	Temporary/Contract Help	-	-	-	33
34	5,802	5,802	17,500	34	Janitorial Services	19,500	19,500	19,500	34
35	8,156	8,062	9,500	35	Payroll Services	9,300	9,300	9,300	35
36	387	1,272	2,000	36	Legal Advertising	2,000	2,000	2,000	36
37	761,698	46,351	150,000	37	Legal Services	150,000	150,000	150,000	37
38	45,900	68,100	58,000	38	Auditing	60,000	60,000	60,000	38
39	353	7,202	1,100	39	Consulting Services	15,100	15,100	15,100	39
40	133	-	2,500	40	Recruiting Services	7,500	7,500	7,500	40

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

	Historical Data			REQUIREMENTS FOR: ADMINISTRATION	Budget for Next Year 22/23			
	Actual		Adopted Budget This Year 21/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 19/20	First Preceding Year 20/21						
41	2,640	2,565	3,400	41 Awards & Recognition	4,350	4,350	4,350	41
42	19,484	21,009	29,436	42 Insurance	30,449	30,449	30,449	42
43	2,211	-	-	43 Vehicle Lease	-	-	-	43
44	732	283	1,000	44 Fuel	1,000	1,000	1,000	44
45	-	-	425	45 Clothing	-	-	-	45
46	3,372	1,839	4,500	46 Office Equipment Repairs & Maintenance	4,500	4,500	4,500	46
47	330	315	40,000	47 Repair & Maintenance - Buildings	57,880	57,880	57,880	47
48	347	-	325	48 Repair & Maintenance - Vehicles	400	400	400	48
49	23,206	28,421	30,500	49 Miscellaneous Merchant & Banking Fees	30,500	30,500	30,500	49
50	-	20,294	-	50 Insurance Claims	-	-	-	50
51	314	35	-	51 Grant Expenses	-	-	-	51
52	\$ 1,156,624	\$ 495,818	\$ 563,916	52 TOTAL MATERIALS AND SERVICES	\$ 633,175	\$ 633,175	\$ 633,175	52
53				53 CAPITAL OUTLAY				53
54	-	-	-	54 Capital Outlays	27,000	27,000	27,000	54
55	\$ -	\$ -	\$ -	55 TOTAL CAPITAL OUTLAY	\$ 27,000	\$ 27,000	\$ 27,000	55
56	\$ 1,940,433	\$ 1,525,680	\$ 1,641,622	56 Administration Total	\$ 1,942,034	\$ 1,942,034	\$ 1,942,034	56

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

Historical Data				REQUIREMENTS FOR: CHARLESTON	Budget for Next Year 22/23				
Actual		Adopted Budget This Year 21/22	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 19/20	First Preceding Year 20/21								
1			1	PERSONNEL SERVICES			1		
2	659,960	489,045	472,163	2	Salaries	471,492	471,492	471,492	2
3	11,017	2,627	21,001	3	Overtime & Relief	21,870	21,870	21,870	3
4	48,629	36,147	37,727	4	FICA - Payroll Taxes	37,742	37,742	37,742	4
5	163,346	153,220	134,306	5	Retirement Benefits	136,831	136,831	136,831	5
6	190,328	158,672	147,878	6	Health Insurance	157,767	157,767	157,767	6
7	24,467	24,559	27,788	7	Workers' Compensation Insurance	34,747	34,747	34,747	7
8	14,417	11,150	10,288	8	Unemployment Insurance	13,417	13,417	13,417	8
9	6,340	4,682	4,230	9	Term Life & Long Term Disability Insurance	4,284	4,284	4,284	9
10	-	-	(33,501)	10	Allocations	(41,086)	(41,086)	(41,086)	10
11	\$ 1,118,505	\$ 880,102	\$ 821,880	11	TOTAL PERSONNEL SERVICES	\$ 837,063	\$ 837,063	\$ 837,063	11
12	18.00	13.00	9.00	12	Total Full-Time Equivalent (FTE)	9.00	9.00	9.00	12
13				13	MATERIALS AND SERVICES			13	
14	-	-	-	14	Staff Training & Development	-	-	-	14
15	778	973	2,050	15	Staff Travel	1,050	1,050	1,050	15
16	2,033	1,703	3,000	16	Office Supplies	3,000	3,000	3,000	16
17	-	-	-	17	IT Supplies	-	-	-	17
18	639	344	1,000	18	Postage & Courier Services	250	250	250	18
35	-	-	-	35	Marketing & Sales	-	-	-	35
19	-	-	-	19	Membership & dues	-	-	-	19
20	-	-	-	20	Office Equipment & Lease	-	-	-	20
21	8,639	8,044	8,760	21	Telephone	8,860	8,860	8,860	21
22	22,930	25,819	28,233	22	Internet/Cable TV	34,992	34,992	34,992	22
23	210,952	218,340	250,000	23	Electricity	255,260	255,260	255,260	23
24	748	922	1,500	24	Laundry (propane)	2,000	2,000	2,000	24
25	80,541	77,990	75,000	25	Water/Sewer	85,000	85,000	85,000	25
26	69,462	61,743	74,000	26	Garbage Sanitation/Hazardous Material	107,000	107,000	107,000	26
27	2,160	15	15,000	27	Derelict Vessel Disposal	90,000	90,000	90,000	27
28	2,601	2,518	3,000	28	Environmental Mitigation/Monitoring	6,000	6,000	6,000	28
29	88,557	63,664	35,000	29	Temporary/Contract Help	49,600	49,600	49,600	29
30	281	1,328	1,500	30	Vending Machine Services	5,000	5,000	5,000	30
31	892	778	1,300	31	Legal Advertising	3,000	3,000	3,000	31
32	-	-	-	32	Legal Services	-	-	-	32
33	4,085	9,440	6,980	33	Consulting Services/Contract Services	80,000	80,000	80,000	33
34	88,574	87,042	94,900	34	Insurance	104,092	104,092	104,092	34
35	5,506	3,056	6,000	35	Small Equipment & Tools	6,000	6,000	6,000	35
36	4,826	11,041	-	36	Safety/Hazard Materials	-	-	-	36
37	274	288	750	37	Signage	750	750	750	37
38	2,984	1,518	5,100	38	Clothing	3,400	3,400	3,400	38
39	12,143	14,259	13,160	39	Janitorial	17,360	17,360	17,360	39
40	12,480	5,957	120,000	40	Operational Supplies	30,500	30,500	30,500	40

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

Historical Data				REQUIREMENTS FOR: <u>CHARLESTON</u>	Budget for Next Year 22/23				
Actual		Adopted Budget This Year 21/22	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 19/20	First Preceding Year 20/21								
41	2,815	-	10,000	41	Equipment Rental	7,500	7,500	7,500	41
42	-	-	-	42	Vehicle Lease	-	-	-	42
43	9,306	9,699	15,000	43	Fuel	14,000	14,000	14,000	43
44	5,192	5,667	5,000	44	Propane (retail)	7,500	7,500	7,500	44
45	-	-	-	45	Retail Items	-	-	-	45
46	48,406	31,670	75,000	46	Repairs & Maintenance - Equipment	60,000	60,000	60,000	46
47	8,884	32,513	20,332	47	Repairs & Maintenance - Vehicles/Boats	18,500	18,500	18,500	47
48	10,731	8,018	44,888	48	Repairs & Maintenance - Buildings	37,500	37,500	37,500	48
49	3,386	3,530	3,000	49	Repairs & Maintenance - Land Improvements	3,000	3,000	3,000	49
50	30,176	10,040	50,000	50	Repairs & Maintenance - Docks	60,000	60,000	60,000	50
51	67,991	122,879	-	51	Marina Dredging	260,000	260,000	260,000	51
52	37,359	39,010	40,700	52	Waterway leases/Permits	43,700	43,700	43,700	52
53	82,193	19,009	10,000	53	Other Expenses	10,500	10,500	10,500	53
54	-	-	-	54	Contingency	-	-	-	54
55	\$ 928,521	\$ 878,817	\$ 1,020,153	55	TOTAL MATERIALS AND SERVICES	\$ 1,415,314	\$ 1,415,314	\$ 1,415,314	55
56				56	CAPITAL OUTLAY				56
57	-	-	-	57	Capital Outlay	-	-	-	57
58	168	10,000	160,000	58	Capital Outlay - Buildings	30,000	30,000	30,000	58
59	14,352	-	103,000	59	Capital Outlay - Dock	50,000	50,000	50,000	59
60	-	-	-	60	Capital Outlay - Land Improvements	-	-	-	60
61	127,408	20,240	-	61	Capital Outlay - Machinery & Equipment	-	-	-	61
62	26,454	-	-	62	Capital Outlay - Mobile Equipment	-	-	-	62
63				63					63
64	\$ 168,381	\$ 30,240	\$ 263,000	64	TOTAL CAPITAL OUTLAY	\$ 80,000	\$ 80,000	\$ 80,000	64
65	\$ 2,215,408	\$ 1,789,159	\$ 2,105,033	65	Charleston Total	\$ 2,332,377	\$ 2,332,377	\$ 2,332,377	65

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund

(name of fund)

FORM

LB-30

Historical Data			REQUIREMENTS FOR: BUSINESS DEVELOPMENT / EXTERNAL AFFAIRS	Budget for Next Year 22/23					
Actual		Adopted Budget This Year 21/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 19/20	First Preceding Year 20/21								
1			1	PERSONNEL SERVICES			1		
2	134,127	88,006	94,577	2	Salaries	166,933	166,933	166,933	2
3	-	-	-	3	Overtime & Relief	-	-	-	3
4	10,183	6,686	7,235	4	FICA - Payroll Taxes	12,770	12,770	12,770	4
5	32,240	22,663	24,903	5	Retirement Benefits	43,955	43,955	43,955	5
6	18,352	15,318	15,793	6	Health Insurance	43,993	43,993	43,993	6
7	585	315	392	7	Workers' Compensation Insurance	845	845	845	7
8	2,431	1,250	1,226	8	Unemployment Insurance	3,434	3,434	3,434	8
9	941	638	712	9	Term Life & Long Term Disability Insurance	1,292	1,292	1,292	9
10	\$ 198,859	\$ 134,876	\$ 144,838	10	TOTAL PERSONNEL SERVICES	\$ 273,222	\$ 273,222	\$ 273,222	10
11	3.00	1.00	1.00	11	Total Full-Time Equivalent (FTE)	2.00	2.00	2.00	11
12				12	MATERIALS AND SERVICES			12	
13	-	-	-	13	Staff Training & Development	-	-	-	13
14	7,005	-	4,459	14	Staff Travel	4,100	4,100	4,100	14
15	-	-	-	15	Retail Items	-	-	-	15
16	4,779	190	4,750	16	Marketing Supplies	5,100	5,100	5,100	16
17	-	-	-	17	I. T. Supplies/Software Subscriptions	-	-	-	17
18	31,347	30,786	28,700	18	Membership & Subscriptions	38,332	38,332	38,332	18
19	-	-	-	19	Promotional & Marketing	-	-	-	19
20	-	-	-	20	Commercial Marketing	-	-	-	20
21	17,183	8,361	16,495	21	Advertising	16,600	16,600	16,600	21
22	2,661	-	-	22	Cargo Recruitment & Dev	-	-	-	22
23	48	754	12,740	23	Professional Services	13,440	13,440	13,440	23
24	-	-	-	24	Insurance	-	-	-	24
25	205	31	500	25	Office Supplies / Miscellaneous	-	-	-	25
26	-	-	-	26	Recognition / Achievement	-	-	-	26
27	-	-	-	27	Legal Services	-	-	-	27
28	84,394	90,182	86,000	28	Legislative Support	186,000	186,000	186,000	28
29	15,007	3,200	5,450	29	Community Affairs	6,600	6,600	6,600	29
30	-	-	-	30	Contingency	-	-	-	30
31				31					31
32	\$ 162,631	\$ 133,503	\$ 159,094	32	TOTAL MATERIALS AND SERVICES	\$ 270,172	\$ 270,172	\$ 270,172	32
33				33	CAPITAL OUTLAY			33	
34				34					34
35				35					35
36				36					36
37	\$ -	\$ -	\$ -	37	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	37
38	\$ 361,490	\$ 268,379	\$ 303,932	38	External Affairs/Business Development Total	\$ 543,394	\$ 543,394	\$ 543,394	38

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

	Historical Data				REQUIREMENTS FOR: PORT OPERATIONS	Budget for Next Year 22/23			
	Actual		Adopted Budget This Year 21/22			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 19/20	First Preceding Year 20/21							
1				1	PERSONNEL SERVICES				1
2	134,174	112,953	517,216	2	Salaries	656,240	656,240	656,240	2
3	-	-	2,021	3	Overtime & Relief	2,198	2,198	2,198	3
4	10,264	8,641	39,722	4	FICA - Payroll Taxes	50,371	50,371	50,371	4
5	33,710	29,050	136,764	5	Retirement Benefits	173,893	173,893	173,893	5
6	5,628	540	112,255	6	Health Insurance	200,805	200,805	200,805	6
7	497	315	18,088	7	Workers' Compensation Insurance	28,755	28,755	28,755	7
8	1,244	1,244	10,014	8	Unemployment Insurance	16,513	16,513	16,513	8
9	980	721	4,435	9	Term Life & Long Term Disability Insurance	5,573	5,573	5,573	9
10	-	-	-	10	Allocations	-	-	-	10
11	\$ 186,499	\$ 153,463	\$ 840,515	11	TOTAL PERSONNEL SERVICES	\$ 1,134,347	\$ 1,134,347	\$ 1,134,347	11
12	2.00	1.00	9.00	12	Total Full-Time Equivalent (FTE)	10.50	10.50	10.50	12
13				13	MATERIALS AND SERVICES				13
14	-	-	-	14	Staff Training & Development	-	-	-	14
15	8,981	305	3,350	15	Staff Travel	4,250	4,250	4,250	15
16	3,256	7,815	22,250	16	Operational / Safety Supplies	20,500	20,500	20,500	16
17	3,137	2,839	4,300	17	Utilities & Environmental Mitigation	30,800	30,800	30,800	17
18	-	-	-	18	Telephone	-	-	-	18
19	-	-	6,000	19	Contract Labor	45,000	45,000	45,000	19
20	-	-	1,500	20	Legal Advertising	1,500	1,500	1,500	20
21	1,694	1,775	127,000	21	Consulting Services/Contracted Services	12,300	12,300	12,300	21
22	9,124	10,193	10,054	22	Insurance	29,723	29,723	29,723	22
23	-	-	1,150	23	Clothing	4,935	4,935	4,935	23
24	125	-	-	24	Repairs & Maintenance - Buildings	5,000	5,000	5,000	24
25	-	-	2,500	25	Repairs & Maintenance - Land	2,500	2,500	2,500	25
26	210	126	-	26	Repairs & Maintenance - Docks	5,000	5,000	5,000	26
27	-	-	-	27	Repairs & Maintenance - Vehicles	-	-	-	27
28	2,131	-	-	28	Waterway Leases	-	-	-	28
29	1,037	339	1,000	29	Permits	7,000	7,000	7,000	29
30	-	-	-	30	Vehicle Lease	-	-	-	30
31	88	-	-	31	Fuel	-	-	-	31
32	-	-	-	32	Property Tax Expense	-	-	-	32
33	-	-	10,000	33	Banking Fees	10,000	10,000	10,000	33
34	\$ 29,785	\$ 23,392	\$ 189,104	34	TOTAL MATERIALS AND SERVICES	\$ 178,508	\$ 178,508	\$ 178,508	34
35				35	CAPITAL OUTLAY				35
36				36	Capital Outlay	-	-	-	36
37				37		-	-	-	37
38	-	-	-	38	TOTAL CAPITAL OUTLAY	-	-	-	38
39	\$ 216,283	\$ 176,855	\$ 1,029,619	39	Port Ops Total	\$ 1,312,854	\$ 1,312,854	\$ 1,312,854	39

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

	Historical Data				REQUIREMENTS FOR: <u>PORT DEVELOPMENT</u>	Budget for Next Year 22/23			
	Actual		Adopted Budget This Year 21/22			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 19/20	First Preceding Year 20/21							
1				1	PERSONNEL SERVICES				1
2	258,821	146,496	-	2	Salaries	-	-		2
3	-	-	-	3	Overtime & Relief	-	-		3
4	19,731	11,056	-	4	FICA - Payroll Taxes	-	-		4
5	45,561	38,081	-	5	Retirement Benefits	-	-		5
6	17,107	23,827	-	6	Health Insurance	-	-		6
7	497	315	-	7	Workers' Compensation Insurance	-	-		7
8	4,976	2,501	-	8	Unemployment Insurance	-	-		8
9	1,531	1,193	-	9	Term Life & Long Term Disability Insurance	-	-		9
10	\$ 348,224	\$ 223,468	\$ -	10	TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	10
11	2.00	3.00	0.00	11	Total Full-Time Equivalent (FTE)	0.00	0.00	0.00	11
12				12	MATERIALS AND SERVICES				12
13	-	-	-	13	Staff Training & Development	-	-		13
14	3,894	-	-	14	Staff Travel	-	-		14
15	-	-	-	15	I. T. Supplies	-	-		15
16	-	754	-	16	Legal Services/Advertising	-	-		16
17	-	-	-	17	Office Supplies & Misc	-	-		17
18	750	-	-	18	Membership & Dues	-	-		18
19	-	-	-	19	Insurance	-	-		19
20	-	15,468	-	20	Professional Services	-	-		20
21	330	-	-	21	Operating Supplies	-	-		21
22	502	-	-	22	Fuel	-	-		22
23	8,409	6,735	-	23	Banking Fees	-	-		23
24	\$ 13,885	\$ 22,957	\$ -	24	TOTAL MATERIALS AND SERVICES	\$ -	\$ -	\$ -	24
25				25	CAPITAL OUTLAY				25
26				26					26
27	\$ -	\$ -	\$ -	27	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	27
28	\$ 362,109	\$ 246,425	\$ -	28	Port Development Total	\$ -	\$ -	\$ -	28

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

Historical Data				REQUIREMENTS FOR: RAILROAD OPERATIONS	Budget for Next Year 22/23				
Actual		Adopted Budget This Year 21/22	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 19/20	First Preceding Year 20/21								
1				1	PERSONNEL SERVICES			1	
2	99,825	-	-	2	Salaries	-	-	-	2
3	-	-	-	3	Overtime & Relief	-	-	-	3
4	7,333	-	-	4	FICA - Payroll Taxes	-	-	-	4
5	21,854	-	-	5	Retirement Benefits	-	-	-	5
6	16,165	-	-	6	Health Insurance	-	-	-	6
7	3,852	-	-	7	Workers' Compensation Insurance	-	-	-	7
8	1,113	-	-	8	Unemployment Insurance	-	-	-	8
9	633	-	-	9	Term Life & Long Term Disability Insurance	-	-	-	9
10	\$ 150,775	\$ -	\$ -	10	TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	10
11	1.00	0.00	0.00	11	Total Full-Time Equivalent (FTE)	0.00			11
12				12	MATERIALS AND SERVICES			12	
13	-	-	-	13	Staff Training & Development	-	-	-	13
14	3,009	40	-	14	Staff Travel	-	-	-	14
15	-	-	-	15	Membership & Dues	-	-	-	15
16	-	-	-	16	Legal Services	-	-	-	16
17	-	-	-	17	Office Supplies & Misc	-	-	-	17
18	-	40	-	18	I. T. Supplies	-	-	-	18
19	25,666	35,026	36,472	19	Insurance	49,363	49,363	49,363	19
20	92,454	43,707	105,000	20	Professional Services	135,000	135,000	135,000	20
21	9,599	-	-	21	Operational Supplies	-	-	-	21
22	-	-	-	22	Management Services	-	-	-	22
23	-	-	-	23	Rail Operations Service Fee	-	-	-	23
24	-	-	-	24	Vehicle Lease	-	-	-	24
25	60	-	-	25	Fuel	-	-	-	25
26	4,313	-	-	26	Hazardous Material Disposal	-	-	-	26
26	-	-	8,000	26	Signage	8,000	8,000	8,000	26
27	456	-	-	27	Repairs & Maintenance - Equipment	-	-	-	27
28	400,938	11,651	-	28	Repairs & Maintenance - Bridges	-	-	-	28
29	246,675	37,462	-	29	Repairs & Maintenance - Track & Tunnel	-	-	-	29
30	930	20,963	-	30	Repairs & Maintenance - Vehicles	450,000	450,000	450,000	30
31	29,705	-	-	31	Repairs & Maintenance - Locomotive	-	-	-	31
32	-	-	4,100	32	Repairs & Maintenance - Crossing Signals	4,100	4,100	4,100	32
33	6,177	483	-	33	Insurance Claims	-	-	-	33
34	\$ 819,983	\$ 149,372	\$ 153,572	34	TOTAL MATERIALS AND SERVICES	\$ 646,463	\$ 646,463	\$ 646,463	34
35				35	CAPITAL OUTLAY			35	
36	203,897	308,000	900,000	36	Capital Outlay	1,093,730	1,093,730	1,093,730	36
37				37					37
38				38					38
39				39					39
40				40					40
41				41					41
42	\$ 203,897	\$ 308,000	\$ 900,000	42	TOTAL CAPITAL OUTLAY	\$ 1,093,730	\$ 1,093,730	\$ 1,093,730	42
43	\$ 1,174,655	\$ 457,372	\$ 1,053,572	43	Rail Ops Total	\$ 1,740,193	\$ 1,740,193	\$ 1,740,193	43

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General

(name of fund)

Historical Data				REQUIREMENTS FOR: DREDGE OPERATIONS	Budget for Next Year 22/23			
Actual		Adopted Budget This Year 21/22	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 19/20	First Preceding Year 20/21							
1				1	PERSONNEL SERVICES			1
2	40,691	-	-	2	Salaries	-	-	2
3	7,836	-	-	3	Overtime & Relief	-	-	3
4	3,606	-	-	4	FICA - Payroll Taxes	-	-	4
5	10,149	-	-	5	Retirement Benefits	-	-	5
6	7,125	-	-	6	Health Insurance	-	-	6
7	-	-	-	7	Workers' Compensation Insurance	-	-	7
8	1,131	-	-	8	Unemployment Insurance	-	-	8
9	365	-	-	9	Term Life & Long Term Disability Insurance	-	-	9
10	-	-	-	10	Allocations	-	-	10
11	\$ 70,903	\$ -	\$ -	11	TOTAL PERSONNEL SERVICES	\$ -	\$ -	11
12	0.00	0.00	0.00	12	Total Full-Time Equivalent (FTE)	0.00	0.00	0.00
13				13	MATERIALS AND SERVICES			13
13	-	-	-	13	Training	-	-	13
14	278	-	-	14	Travel & Entertainment	-	-	14
15	650	-	-	15	Office Expenses	-	-	15
16	-	-	-	16	Utilities /Environmental Mitigation	-	-	16
17	-	-	-	17	Garbage/sanitation	-	-	17
18	-	-	-	18	Auditing	-	-	18
19	14,355	-	-	19	Professional Services	-	-	19
20	36,803	-	-	20	Operation Supplies	-	-	20
21	104,102	-	-	21	Repair & Maintenance	-	-	21
22	50,169	-	-	22	Insurance	-	-	22
23	6,653	-	-	23	Fuel	-	-	23
24	-	-	-	24	Other	-	-	24
25	\$ 213,009	\$ -	\$ -	25	TOTAL MATERIALS AND SERVICES	\$ -	\$ -	\$ -
26	\$ 283,912	\$ -	\$ -	26	Dredge Ops Total	\$ -	\$ -	\$ -

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Special Projects Fund

Oregon International Port of Coos Bay
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 22/23						
Actual		Adopted Budget This Year 21/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 19/20	First Preceding Year 20/21									
1			1	RESOURCES			1			
2	-	-	2	Project Management Fees	15,000	15,000	15,000	2		
3	1,533,508	125,000	3	Channel Modification Project	4,500,000	4,500,000	4,500,000	3		
4	-	-	4	Charleston Project Loans	-	-	-	4		
5	3,730,669	2,779,205	5	ODOT Railroad Projects Grant	4,156,250	4,156,250	4,156,250	5		
6	435,949	213,658	6	ConnectOregon V (Rail)	-	-	-	6		
7	4,479,015	4,010,277	7	FastLane Grant	-	-	-	7		
8	-	-	8	Build Grant	12,468,750	12,468,750	12,468,750	8		
9	-	-	9	PIDP Grant	9,880,000	9,880,000	9,880,000	9		
10	-	-	10	Other Grants	-	-	-	10		
11	-	-	11	FastLane Match Loan	-	-	-	11		
12	2,424,641	3,676,945	12	Loans Received	5,875,000	5,875,000	5,875,000	12		
13	1,968,537	1,560,024	13	Insurance Reimbursement	-	-	-	13		
14	-	-	14	Transfers from Other funds	120,000	120,000	120,000	14		
15	\$ 14,572,318	\$ 12,365,107	15		\$ 37,015,000	\$ 37,015,000	\$ 37,015,000	15		
16			16					16		
17			17					17		
18	14,572,318	12,365,107	18	TOTAL RESOURCES			37,015,000	37,015,000	37,015,000	18
19			19	REQUIREMENTS **						19
20			20	Department	Object Classification	Detail				20
21	147,101	15,866	21	Administration	Materials & Service	Professional Services	-	-	-	21
22	147,101	15,866	22	Charleston Ops	Materials & Service	Professional Services	-	-	-	22
23	123,402	7,135	23	Port Dev	Materials & Service	Professional Services	-	-	-	23
24	1,839,534	(109)	24	Port Ops	Materials & Service	Professional Services	5,353,000	5,353,000	5,353,000	24
25	-	4,739	25	Charleston Ops	Materials & Service	Insurance Reimb	-	-	-	25
26	-	-	26	Administration	Capital Outlay	Buildings	-	-	-	26
28	12,353	-	28	Charleston Ops	Capital Outlay	Legal	-	-	-	28
29	1,484,036	2,488,603	29	Charleston Ops	Capital Outlay	Buildings	-	-	-	29
30	3,381,306	357,050	30	Charleston Ops	Capital Outlay	Docks	-	-	-	30
31	1,138,571	-	31	Charleston Ops	Capital Outlay	Machinery & Equipment	-	-	-	31
33	-	-	33	Port Ops	Capital Outlay	Buildings	-	-	-	33
34	-	-	34	Port Ops	Capital Outlay	Docks	937,000	937,000	937,000	34
35	-	-	35	Port Ops	Capital Outlay	Machinery & Equipment	-	-	-	35
36	-	-	36	Port Ops	Capital Outlay	Engineering	75,000	75,000	75,000	36
37	-	-	37	Port Ops	Capital Outlay	Permit & Environmental	25,000	25,000	25,000	37
39	9,136,623	3,860,461	39	Rail	Capital Outlay	Tunnels	-	-	-	39
40	50,274	1,744	40	Rail	Capital Outlay	Bridges	20,000,000	20,000,000	20,000,000	40
41	-	53,041	41	Rail	Capital Outlay	Track	9,900,000	9,900,000	9,900,000	41
42	711,102	3,540	42	Rail	Capital Outlay	Machinery & Equipment	-	-	-	42
43	-	57,784	43	Rail	Capital Outlay	Legal	-	-	-	43
44	475,430	853,091	44	Rail	Capital Outlay	Engineering	725,000	725,000	725,000	44
45	143	29,393	45	Rail	Capital Outlay	Permit & Environmental	-	-	-	45
48	(4,074,658)	4,616,906	48	Ending balance (prior years)						48
49			49	UNAPPROPRIATED ENDING FUND BALANCE			-	-	-	49
50	14,572,318	12,365,107	50	TOTAL REQUIREMENTS			37,015,000	37,015,000	37,015,000	50

RESERVE FUND RESOURCES AND REQUIREMENTS

Reserve Fund
(Fund)

Oregon International Port of Coos Bay
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 22/23			
Actual		Adopted Budget This Year 21/22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 19/20	First Preceding Year 20/21						
1			1	RESOURCES			1
2			2	Beginning Fund Balance:			2
3	-	-	3	1,000,000	1,000,000	1,000,000	3
4	1,811,280	1,811,282	4	969,646	969,646	969,646	4
5	27,895	60,000	5	-	-	-	5
6	107,698	245,556	6	140,000	140,000	140,000	6
7			7				7
8	-	-	8	1,000,000	1,000,000	1,000,000	8
9			9				9
10			10				10
11			11				11
12			12				12
13	1,946,873	2,116,838	13	TOTAL RESOURCES			3,109,646
14			14	REQUIREMENTS **			14
15			15	Department	Object Classification	Account	15
16	-	638,682	16		Transfer out	General Fund	16
17	32,302	-	17		Transfer out	Special Projects Fund	17
18	72,105	5,413	18		Transfer out	Dredge Fund	18
19			19				19
20			20				20
21			21				21
22			22				22
23			23				23
24			24				24
25			25				25
26			26				26
27			27				27
28			28				28
29	1,842,466	1,472,743	29	Ending balance (prior years)			29
30			30	UNAPPROPRIATED ENDING FUND BALANCE			2,989,646
31	1,946,873	2,116,838	31	TOTAL REQUIREMENTS			3,109,646

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

FORM

LB-10

Dredge Fund

Oregon International Port of Coos Bay
(Name of Municipal Corporation)

Historical Data			Adopted Budget Year FY21/22	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 22/23					
Actual		Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body				
Second Preceding FY19/20	First Preceding FY20/21									
1			1	RESOURCES						1
2	87,700	152,649	261,523	2	Oregon FuelTax Allocation	\$ 275,000	\$ 275,000	\$ 275,000		2
3	108,263	25,890	-	3	Mobilization	\$ -	\$ -	\$ -		3
4	105,669	94,306	-	4	Dredge Operations	\$ -	\$ -	\$ -		4
5	(26,541)	-	-	5	Bad Debt Expense					5
6	586	-	-	6	Insurance Reimbursement					6
7	-	-	-	7	Net Working Capital	\$ 445,004	\$ 445,004	\$ 445,004		7
8	-	-	-	8						8
9	-	-	-	9						9
10	-	-	-	10						10
11	22,482	-	-	11	Transfers from Other funds	\$ -	\$ -	\$ -		11
12	\$ 298,159	\$ 272,845	\$ 261,523	12		\$ 720,004	\$ 720,004	\$ 720,004		12
13				13			-	-		13
14				14						14
15	298,159	272,845	261,523	15	TOTAL RESOURCES	720,004	720,004	720,004		15
16				16	REQUIREMENTS **					16
17				17	Department Object Classification Detail					17
18	65,810	73,345	19,380	18	Dredge Ops Personnel Services Salaries	22,303	22,303	22,303		18
19	18,197	1,853	-	19	Dredge Ops Personnel Services Overtime & Relief	-	-	-		19
20	6,231	5,489	1,483	20	Dredge Ops Personnel Services FICA - Payroll Taxes	2,976	2,976	2,976		20
21	22,824	21,619	5,746	21	Dredge Ops Personnel Services Retirement Benefits	6,414	6,414	6,414		21
22	13,616	24,019	7,133	22	Dredge Ops Personnel Services Health Insurance	9,930	9,930	9,930		22
23	-	-	696	23	Dredge Ops Personnel Services Workers' Compensation Insurance	1,732	1,732	1,732		23
24	1,908	1,428	543	24	Dredge Ops Personnel Services Unemployment Insurance	647	647	647		24
25	444	602	162	25	Dredge Ops Personnel Services Term Life & Long Term Disability Insurance	189	189	189		25
26	-	-	5,000	26	Dredge Ops Materials & Service Training	-	-	-		26
27	7,794	-	2,000	27	Dredge Ops Materials & Service Travel	-	-	-		27
28	722	703	500	28	Dredge Ops Materials & Service Office Expenses	720	720	720		28
29	2,803	380	25,000	29	Dredge Ops Materials & Service Professional Services	-	-	-		29
30	5,068	28,939	50,000	30	Dredge Ops Materials & Service Operational Supplies	-	-	-		30
31	40,613	42,813	80,000	31	Dredge Ops Materials & Service Repair & Maintenance	65,000	65,000	65,000		31
32	52,935	54,106	53,727	32	Dredge Ops Materials & Service Insurance	63,191	63,191	63,191		32
33	1,323	2,660	-	33	Dredge Ops Materials & Service Fuel	-	-	-		33
34	-	-	10,000	34	Dredge Ops Materials & Service Audit	-	-	-		34
35	65,578	5,104	-	35	Dredge Ops Materials & Service Other	-	-	-		35
36	836	-	-	36	Dredge Ops Materials & Service Insurance Claims					36
37				37	Dredge Ops Capital Improvement Vessels	100,000	100,000	100,000		37
38	(8,541)	9,787		38	Ending balance (prior years)					38
39			153	39	UNAPPROPRIATED ENDING FUND BALANCE	446,902	446,902	446,902		39
40	298,159.46	272,845.11	261,523	40	TOTAL REQUIREMENTS	720,004	720,004	720,004		40