



M E M O R A N D U M

TO: Interested Parties
FROM: David Kronsteiner, President
DATE: December 7, 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 **10:30 a.m., Tuesday, December 14, 2021.**

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

If you would like to provide public comment during the meeting, please call the Administrative office at 541-267-7678 by 9:00 a.m. on Tuesday, December 14, 2021. Written comment will be accepted until 9:00 a.m. on Tuesday, December 14, 2021 by sending an email to portcoos@portofcoosbay.com with the subject line 'Public Comment'.

An **Executive Session** has also been scheduled on **Tuesday, December 14, 2021**, immediately after the Commission Meeting, as authorized under ORS 192.660(2), to:

- (a) consider the employment of a public officer, employee, staff member or individual agent;
- (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; 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
10:30 a.m., Tuesday, December 14, 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

- A. Presentation of 2020/21 Annual Financial Report.....Amanda McCleary-Moore, Moss Adams

3. PUBLIC COMMENT

4. CONSENT ITEMS

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- B. 2021Res07: Execution of IFA Loan Agreement Megan Richardson, 42
- C. Finalize Closing of Property Purchase Transaction..... Lanelle Comstock, 45
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- E. Application Submittal for CRISI Grant..... Mike Dunning, 55
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7. OTHER

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10. NEXT MEETING DATE – Tuesday, January 18, 2022, 10:30 a.m.

11. RECESS TO EXECUTIVE SESSION

12. ADJOURN

Consent Items

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
10:30 a.m., Tuesday, November 16, 2021

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

ATTENDANCE

Commission:

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

Staff:

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

Media & Guests:

None Present.

1. CALL MEETING TO ORDER

President Kronsteiner called the meeting to order at 10:30 a.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. PORT PROJECT UPDATE

A. Debt Refunding Completion Overview, Director of Finance Megan Richardson

During the last fiscal year, the Port took a critical look at the status of its debt portfolio. Upon review, it was clear there were too many loans with interest rates that were not competitive with today's rates and not enough diversity in where the funds had been borrowed from. Aside from five small loans through Toyota Financial Services, there were ten loans totaling \$13.6 million from Business Oregon.

The Port identified \$7.25 million that qualified for refinancing. This debt had greater than ten years until maturity and an interest rate greater than 3.4%. The loans excluded from consideration were either within three years of pay off or had an interest rate less than 2%.

The Port utilized the services of David Ulbricht, a municipal advisor with Special Districts Advisory Services. The Port has used his services in the past to negotiate the terms of the line of credit through

Umpqua Bank. Mr. Ulbricht was responsible for reaching out to banks to get quotes, negotiating terms with the banks, and assisting with finding bond counsel to underwrite the loan documents. Mr. Ulbricht was successful in obtaining a quote with favorable terms with Kitsap Bank. Kitsap Bank is an independent bank founded in Port Orchard, Washington with a focus on the Pacific Northwest.

With Mr. Ulbricht's assistance, the Port was able to obtain a full faith and credit loan with Kitsap Bank to refund the \$7.25 million plus the accumulated interest for the year and closing costs for the loan, for a total principal amount of \$7.6 million with an interest rate of 2.67% and repayment terms of 20 years. The Port closed on the loan on October 26, 2021.

One of the first benefits gained by refinancing is that full faith and credit financing removes any security interests to the assets that may have been encumbered by the debt. Also, the lower interest rate will save the Port about \$1.2 million over the life of the loan, which is an average savings of about \$50,000 per year. Finally, the Port has reduced its total debt with Business Oregon, which benefits the Port's future borrowing needs as well as benefitting Business Oregon in having those funds to redistribute as they need. Overall, the debt refinancing was a success.

B. Distant Water Fleet Capital Improvement Project, Harbormaster Brandon Collura

The Distant Water Fleet (DWF) dock head building repair is one of two capital improvement projects budgeted for this fiscal year in the Charleston Marina Complex. The last time significant improvements were made to this structure was approximately fifteen years ago, although the building is much older. Port staff determined this project could be completed in-house based on the scope of work and employee skillsets available, providing a financial benefit of cost savings. The project had a budget of \$10,000 while actual time and materials came in just under \$7,000. This is a great example of a smaller project being completed on schedule and under budget.

The foundation and structure of the building were intact, so work focused on replacing the paneling, siding and trim, installing a new fiberglass door, a full roof replacement, as well as minor electrical work, painting, and replacing exterior lighting. These dock head buildings are small but house important electrical equipment as well as spill kits and other emergency supplies. The team did an outstanding job, including the project managers and maintenance staff.

5. CONSENT ITEMS

- A. Approval of September 21, 2021 Regular Commission Meeting Minutes
- B. Approval of October 22, 2021 Special Commission Meeting Minutes
- C. Approval of September and October Invoices
- D. Approval of September and October Contracts Awarded
- E. Approval of Community Giving Donations
- F. Approval of SDIS Best Practices Program Checklist

Upon a motion by Commissioner Farm (second by Commissioner Garcia), the Board of Commissioners voted to approve the September 21, 2021 Regular Commission Meeting Minutes, October 22, 2021 Special Commission Meeting Minutes, September and October Invoices, September and October Contracts Awarded, Community Giving Donations, and SDIS Best Practices Program Checklist.
Motion Passed.

6. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

7. ACTION ITEMS/REPORTS

A. Right of Way Vacation at Grant 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 pier head lines of the Port. Port Policy Manual Section 13.6 Street Vacations in the Cities of Coos Bay and North Bend, states anything within 1,000 feet from the harbor and pier head lines requires Port Commission approval.

The City of Coos Bay has requested approval of a vacation request of an undeveloped portion of Grant Avenue west of North Marple Street on behalf of RAF Development. The proposed vacation will allow the developer of the Marple Street subdivision to install low impact stormwater development structure to handle stormwater run-off for the project. *(As required by Resolution 90 91-14, the Port Commission 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 to 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 Stevens), the Board of Commissioners motioned to approve the City of Coos Bay's request for the Oregon International Port of Coos Bay's consent of the proposed vacation of a portion of Grant Avenue west of North Marple Street. **Motion Passed.**

B. Wild Coast Running Company Lease Renewal

Wild Coast Running Company is a new tenant of the Port following the Port's acquisition of the Hub Building. The existing lease agreement that was transferred with the sale of the property from the Hub Partnership to the Port is set to expire as of November 30, 2021. Wild Coast Running Company has expressed interest in entering into a new one-year lease agreement for leased space in the Hub Building. Wild Coast Running Company is a tenant in good standing with the Port.

Upon a motion by Commissioner Stevens (second by Commissioner Farm), the Board of Commissioners motioned to approve Oregon International Port of Coos Bay executing a new one-year lease agreement with Amarissa Wooden, DBA Wild Coast Running Company. **Motion Passed.**

C. Charleston Marina Maintenance Shop Roof Replacement

In 2019, the Charleston Maintenance Shop was relocated to Buildings 29 & 31 within the Charleston Marina Complex. Prior to occupying the buildings, multiple sections of the roof were identified as being in need of replacement due to corrosion and leaks.

The maintenance shop is used to house Port owned assets as well as the State of Oregon dredge equipment and vessels. Port assets include tools, heavy equipment, vessels, a repair shop, storage, and office space.

The current standing seam metal roof has been in place approximately twenty-five years. The new replacement roof would consist of a pre-painted standing seam metal roof, vapor barrier, and insulation.

With the unanticipated Ice Plant Rebuild taking up much of 2020, the maintenance shop roof replacement was postponed for one year. As part of the approved fiscal year 2021/22 budget package, this capital improvement project required an Invitation to Bid (ITB) under the Local Public Contracting Rules (LPCR).

An ITB was solicited on October 15, 2021. A contractor walk-through took place on October 28, 2021. Bids are due November 16, 2021 with a contract award expected in early December 2021.

Commissioner Farm asked the estimated project cost. Brandon Collura stated bids have not yet been received, but the budgeted amount is \$150,000. President Kronsteiner asked how many contractors attended the pre-bid meeting. Mr. Collura stated there were two.

Upon a motion by Commissioner Farm (second by Commissioner Stevens), the Board of Commissioners motioned to authorize Chief Executive Officer John Burns to negotiate and execute a contract for the replacement of the Marina maintenance shop roof. **Motion Passed.**

8. **OTHER**

9. **COMMISSION COMMENTS**

10. **NEXT MEETING DATE** – To Be Determined.

President Kronsteiner stated the next meeting date is scheduled to fall on December 21. There is action that will need to be taken but the timing is unknown. Port staff will update and schedule the meeting as soon as more is known.

11. **ADJOURN**

President Kronsteiner adjourned the meeting at 10:50 a.m. and entered into Executive Session to:

- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (f) consider information or records that are exempt by law from public inspection;
- (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; 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: December 7, 2021
Subject: Invoices Paid for Commission Approval through November 2021

A/P checks issued per NetSuite financial system	435,591.36
Payroll disbursement per Umpqua Bank statement	127,362.71
Misc electronic disbursements per Umpqua Bank statement	940,528.65
Total Disbursements	<u>\$ 1,503,482.72</u>



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Accounting Manager
DATE: December 7, 2021
SUBJECT: November 2021 Contracts Awarded

The following are bids that were awarded, and contracts authorized and signed by the Chief Executive Officer during the months of November. 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
Hart Crowser, Inc.	Phase 1 Environmental Site Assessment	\$25,200.00
Total Contracts Awarded for this period:		\$25,200.00

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: December 7, 2021
SUBJECT: Administrative Services Management Report

Upcoming Scheduled Meetings and Events:

- December Regular Commission Meeting: Tuesday, December 14, 10:30 am
- Christmas Holiday Observed (offices closed): Friday, December 24
- New Year's Day Holiday Observed (offices closed): Friday, December 31
- Martin Luther King Day (offices closed): Monday, January 17
- January Regular Commission Meeting: Tuesday, January 18, 10:30 am

Port of Coos Bay Terminal 1 (Former GP Mill Site) Property Acquisition:

Port Staff continues to work expeditiously during the Due Diligence period, while an anticipated closing date of December 21 is quickly approaching. The Phase I Environmental Site Assessment has been completed, a Property Appraisal is being conducted, and a loan application has been approved by Business Oregon's IFA Commission. Staff continues to coordinate funding; review and respond to the preliminary title report; plan insurance coverage; review existing environmental reports, leases, easements, permits and agreements; explore business opportunities; create a security plan; and design expansion of railroad infrastructure.

SDAO 2022 Annual Conference:

Save the Date! The Special Districts Association of Oregon's 2022 Annual Conference will be held both virtually and in person in at The Graduate Hotel in Eugene this year. Port Staff will be attending virtually. This year's conference is scheduled for February 10-13, 2022. The conference includes many educational sessions for Board Members and staff, as well a Port Caucus meeting, which provides an opportunity to learn and discuss current legislative issues. Sessions that may be intriguing to Board members include:

- Board Duties and Responsibilities
- Public Meetings and Executive Sessions
- Executive Director / General Manager Performance Evaluation
- Board Chair Basics: How to Run an Effective Board
- Port Caucus Meeting
- Legislative Summary

[The Conference Brochure, with full schedule and registration links, can be found here.](#) Please let me know if you are interested in attending any courses and need assistance with registering.

Bay Area Chamber of Commerce Economic Outlook Forum:

The Port of Coos Bay purchased a “Lucky Business Bundle” for Port staff to virtually attend the Bay Area Chamber of Commerce’s 29th Annual Economic Outlook Forum. Please contact Krystal Karcher if you would like to attend the Forum on behalf of the Port!

Hub Building Vacancies:

The Port of Coos Bay is looking for a tenant to lease approximately 2,366 square feet of prime storefront space located in the Hub Building at 147 South Broadway, on Highway 101 southbound. Interested parties should contact Margaret Barber for more information at (541) 267-7678 or at mbarber@portofcoobay.com.

Recruitment - Security Officer:

The Port of Coos Bay is seeking to hire a Security Officer to actively patrol Port properties in Charleston to detect, deter and report criminal activity, assist customers and protect Port and personal assets. The ideal candidate must have at least 1 year of security experience and must possess a valid Department of Public Safety Standards and Training Private Security Training Certification or the ability to obtain. This position will initially be employed through a staffing agency.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Director of Finance and Accounting
DATE: December 7, 2021
SUBJECT: Accounting & Finance Management Report

We hereby present October and October Year-to-Date (4 months) financial results for the Port.

Operating Revenue:

Total operating revenues were \$336K which was \$7K greater than budget. All departments reported revenues that fell short of budget this period except for Charleston Ops. Administration has budgeted for full tenancy, but they are currently down a lessee. Port Ops leases underperformed due to the CPI being lower than what was anticipated and the timing of new agreements.

Rail Ops is expecting an increase to revenue, but the timing was unknown when the budget allocation was put together. They moved 525 cars this month.

Operating Expense:

Operating expenses totaled \$307K, which was \$111K less than budget. All departments underspent their budget this month and spent less than was earned in revenue.

Operating Result:

The Port ended October with a \$29K gain against a planned deficit of \$89K, which is better than plan by \$118K. All departments, with the exception of the Rail Ops, performed better than plan this month. Rail Ops managed operating underperformance was only due to the revenue shortfall.

Other Income & Expense:

Total other revenues totaled \$79K, which is greater than budget by \$63K. This overage is due to the timing of the receipt of property taxes. The majority of property taxes are received in the month of November, however there is sometimes an increase in October and December as the county receives and distributes property tax payments. Other expenses totaled \$430K this period, which was \$238K greater than plan. This over expenditure is a timing issue. The funds were spent on the Rail bridge span replacement, which was budgeted for, but the timing of this expense was not known when the budget was allocated.

Net Result & Year to Date:

October net result amounted to a net loss of \$322K compared to a budgeted net loss of \$264K resulting in a \$158K negative variance. This underperformance is all due to the timing of the

capital expenditures. 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 November month end were \$4,273,715 which is an increase of \$356K from October with interest earnings of \$1,179.34. 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 to 0.45% pa. This an overall decrease of the pool interest rate by 0.15% since the start of the fiscal year.

On the agenda this month is the resolution for the Commission to authorize the ten-million-dollar loan for the purchase of the former GP facility. The approval from the IFA board was given at their December meeting. They gave their full support of the upcoming project and were very excited to see what the future held for the facility and the Port.

The Port completed the audit process and will present the 2020/2021 Audited Financial Statement at the December Commission meeting. The audit process was completely virtual this year as the audit team from Moss Adams is continuing to work remotely due to the COVID-19 pandemic. This adds an additional challenge to completing field work, but we're happy to report that the audit was completed on time and did not require an extension. Our auditor was pleased with this as they were having to file extensions for other clients this year.

Finally, as we near the end of the calendar year, and halfway mark of our fiscal year it is important to start developing our plans for next year. We will begin preparations for next year's budget. This will be an interesting year as we add more diverse operations, with the addition of owning a terminal.

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



		Current Period				Same Month Last Year			Year to Date				Year End					
		Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD					
		Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
1	Operating Income																	
2	Administration	15,171	16,721	(1,550)	(9%)	1,360	13,811	1016%	19,283	66,882	(47,600)	(71%)	5,439	13,844	255%	153,047	200,647	(24%)
3	External Affairs	4	33	(29)	(88%)	4	0	0%	95	133	(38)	(29%)	65	30	46%	362	400	(10%)
5	Port Operations	16,456	18,303	(1,847)	(10%)	14,941	1,515	10%	67,061	73,213	(6,152)	(8%)	61,719	5,342	9%	213,488	219,640	(3%)
6	Railroad Operations	99,940	115,126	(15,186)	(13%)	81,564	18,376	23%	355,428	374,155	(18,728)	(5%)	294,789	60,639	21%	1,925,254	1,943,982	(1%)
8	Charleston Operations																	
9	Building & Dock Leases	23,955	24,442	(487)	(2%)	18,022	5,932	33%	97,341	97,767	(426)	(0%)	68,763	28,578	42%	292,874	293,300	(0%)
11	Marina	104,580	83,168	21,412	26%	104,576	5	0%	413,834	348,074	65,759	19%	399,704	14,130	4%	1,080,587	1,014,828	6%
12	Shipyards	24,797	21,094	3,703	18%	19,519	5,278	27%	87,557	84,375	3,182	4%	84,458	3,100	4%	256,307	253,125	1%
13	RV Park	28,956	23,432	5,524	24%	32,874	(3,917)	(12%)	227,747	195,247	32,499	17%	202,341	25,405	13%	368,899	336,400	10%
14	Ice Plant	17,191	21,208	(4,017)	(19%)	6,630	10,562	159%	131,943	180,146	(48,203)	(27%)	13,816	118,127	855%	251,797	300,000	(16%)
16	Travel Lift	4,226	4,577	(351)	(8%)	3,349	877	26%	22,335	24,110	(1,775)	(7%)	15,656	6,679	43%	58,225	60,000	(3%)
17	Other	1,104	1,017	87	9%	1,472	(368)	(25%)	7,123	(3,433)	10,557	(307%)	7,709	(586)	(8%)	(7,243)	(17,800)	(59%)
18	Total Charleston Operations	204,808	178,937	25,871	14%	186,441	18,368	10%	987,879	926,286	61,593	7%	792,447	195,432	25%	2,301,446	2,239,853	3%
19	Total Operating Income	336,380	329,120	7,260	2%	284,310	52,070	18%	1,429,746	1,440,670	(10,925)	(1%)	1,154,459	275,287	24%	4,593,597	4,604,522	(0%)
20																		
21	Operating Expenses																	
22	Administration	113,405	152,197	38,792	25%	125,617	12,212	10%	429,879	646,181	216,302	33%	488,133	58,254	12%	1,684,845	1,901,147	11%
23	External Affairs	20,462	24,502	4,040	16%	22,423	1,961	9%	81,379	102,962	21,582	21%	81,796	417	(1%)	282,350	303,932	(7%)
24	Port Development	0	0	0	-	17,573	17,573	100%	0	0	0	-	78,875	78,875	(100%)	0	0	-
25	Port Operations	55,793	79,812	24,019	30%	15,856	(39,937)	(252%)	223,185	353,186	130,001	37%	58,435	(164,750)	282%	889,618	1,019,619	(13%)
26	Railroad Operations	3,414	12,798	9,383	73%	1,335	(2,079)	(156%)	21,896	51,191	29,295	57%	10,905	(10,991)	101%	124,277	153,572	(19%)
28	Charleston Operations	114,014	148,361	34,347	23%	126,873	12,859	10%	505,706	619,296	113,590	18%	551,668	45,962	(8%)	1,718,443	1,832,033	(6%)
29	Total Expenses	307,088	417,669	110,580	26%	309,678	2,590	1%	1,262,045	1,772,815	510,770	29%	1,269,812	7,767	1%	4,699,533	5,210,303	10%
31	Operating Results																	
32	Administration	(98,234)	(135,476)	37,242	(27%)	(124,258)	26,023	(21%)	(410,596)	(579,298)	168,702	(29%)	(482,694)	72,098	(15%)	(1,531,798)	(1,700,500)	(10%)
33	External Affairs	(20,458)	(24,469)	4,010	(16%)	(22,419)	1,961	(9%)	(81,284)	(102,828)	21,544	(21%)	(81,731)	447	(1%)	(281,988)	(303,532)	(7%)
34	Port Development	0	0	0	-	(17,573)	17,573	(100%)	0	0	0	-	(78,875)	78,875	(100%)	0	0	-
35	Port Operations	(39,337)	(61,508)	22,172	(36%)	(915)	(38,422)	4199%	(156,124)	(279,973)	123,849	(44%)	3,284	(159,408)	(4854%)	(676,130)	(799,979)	(15%)
36	Railroad Operations	96,526	102,328	(5,802)	(6%)	80,229	16,297	20%	333,532	322,965	10,567	3%	283,883	49,648	17%	1,800,977	1,790,410	1%
38	Charleston Operations	90,795	30,577	60,218	197%	59,568	31,227	52%	482,173	306,990	175,183	57%	240,779	241,394	100%	583,003	407,820	43%
39	Totals Operating Results	29,292	(88,548)	117,840	(133%)	(25,368)	54,659	(215%)	167,701	(332,145)	499,845	(150%)	(115,353)	283,054	(245%)	(105,936)	(605,781)	(83%)
41	Tax Collected	61,480	8,612	52,867	614%	11,731	49,749	424%	237,343	50,350	186,992	371%	67,179	170,163	253%	2,928,552	2,741,560	7%
42	Financial Income	7,870	7,874	(4)	(0%)	8,992	(1,123)	(12%)	35,480	31,496	3,984	13%	35,547	(67)	(0%)	102,471	98,487	4%
43	Grant Income	0	0	0	-	0	0	-	3,000	8,175	(5,175)	(63%)	790	2,210	280%	8,000	13,175	(39%)
45	Other Income	10,010	0	10,010	-	0	10,010	-	226,166	0	226,166	-	22,402	203,764	910%	526,166	300,000	75%
46	Total Other Income	79,359	16,486	62,873	381%	20,723	58,636	283%	501,988	90,021	411,967	458%	125,919	376,069	299%	3,565,189	3,153,222	13%
48	Financial Expenses & Taxes	69,134	13,375	(55,759)	417%	13,328	(55,806)	419%	98,631	23,500	(75,131)	320%	23,741	(74,890)	315%	125,631	50,500	(149%)
49	Debt Service	2,487	81,866	79,379	(97%)	4,667	2,180	(47%)	17,770	327,466	309,696	(95%)	24,113	6,343	(26%)	1,024,244	1,333,940	23%
50	Capital Outlays	358,790	96,917	(261,873)	270%	25,000	(333,790)	1335%	869,915	387,667	(482,248)	124%	84,908	(785,007)	925%	1,645,248	1,163,000	(41%)
52	Total Other Expenses	430,412	192,158	(238,254)	124%	42,995	(387,417)	901%	986,316	738,632	(247,684)	34%	132,762	(853,554)	643%	2,795,124	2,547,440	10%
54	Net Result	(321,761)	(264,220)	(57,541)	(22%)	(47,640)	(274,121)	575%	(316,627)	(980,756)	664,129	68%	(122,196)	(194,431)	(159%)	664,130	1	(66412894%)

**Financial Report - Actual vs. Budget
For Period Ending Oct 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			
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD		Jul 2021 - Jun 2022			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	14,171	15,721	(1,550)	-10%	360	13,811	3839%	15,283	62,882	(47,600)	-76%	1,439	13,844	962%	141,047	188,647	-25%
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	4,000	4,000	0	0%	4,000	0	0%	12,000	12,000	0%
Total Operating Income	15,171	16,721	(1,550)	-9%	1,360	13,811	1016%	19,283	66,882	(47,600)	-71%	5,439	13,844	255%	153,047	200,647	-24%
Expenses																	
Personnel Services																	
5005 Salaries	51,939	52,849	910	2%	49,703	(2,235)	-4%	212,876	237,923	25,048	11%	249,967	37,091	15%	662,194	687,242	4%
5010 Other compensation	0	1,128	1,128	100%	0	0	-	0	5,077	5,077	100%	0	0	-	9,587	14,664	35%
5050 Merit Pool	0	1,538	1,538	100%	0	0	-	0	6,924	6,924	100%	0	0	-	13,076	20,000	35%
Total Compensation	51,939	55,515	3,576	6%	49,703	(2,235)	-4%	212,876	249,924	37,048	15%	249,967	37,091	15%	684,858	721,906	5%
5100 Federal Payroll taxes	2,843	3,820	977	26%	2,673	(170)	-6%	13,345	17,198	3,853	22%	13,378	33	0%	45,824	49,677	8%
5105 State Payroll taxes	12	0	(12)	-	11	(1)	-11%	50	0	(50)	-	43	(7)	-16%	50	0	-
5110 Unemployment Insurance	408	749	341	46%	377	(30)	-8%	1,922	3,372	1,450	43%	1,709	(213)	-12%	8,290	9,740	15%
5115 Workers compensation	256	185	(70)	-38%	104	(151)	-145%	1,022	835	(188)	-22%	(360)	(1,383)	384%	2,599	2,411	-8%
Total Payroll Taxes	3,519	4,755	1,235	26%	3,166	(353)	-11%	16,340	21,405	5,065	24%	14,770	(1,569)	-11%	56,763	61,828	8%
5200 Medical insurance	6,834	7,750	916	12%	7,684	850	11%	27,337	31,001	3,663	12%	30,735	3,398	11%	89,339	93,002	4%
5205 Dental insurance	882	869	(13)	-2%	922	40	4%	3,529	3,475	(53)	-2%	3,434	(95)	-3%	10,479	10,426	-1%
5215 Term life insurance	100	100	0	0%	94	(6)	-7%	382	400	18	5%	620	238	38%	1,182	1,200	2%
5220 Long Term Disability insurance	310	360	50	14%	292	(17)	-6%	1,195	1,438	243	17%	775	(420)	-54%	4,071	4,314	6%
5225 PERS Employer Contributions	9,349	11,223	1,874	17%	12,077	2,729	23%	38,936	50,527	11,591	23%	36,397	(2,539)	-7%	134,355	145,946	8%
5230 PERS Employee Contributions	2,666	3,132	466	15%	3,796	1,130	30%	10,992	14,099	3,107	22%	11,440	448	4%	37,619	40,726	8%
5295 Allocations	0	(126)	(126)	100%	0	0	-	0	(568)	(568)	100%	0	0	-	(1,074)	(1,642)	35%
Total Insured Benefits	20,141	23,307	3,166	14%	24,865	4,724	19%	82,371	100,372	18,001	18%	83,401	1,030	1%	275,971	293,972	6%
Total Personnel Services	75,599	83,576	7,978	10%	77,735	2,136	3%	311,586	371,700	60,114	16%	348,138	36,552	10%	1,017,592	1,077,706	6%
Goods & Services																	
6005 Seminars & training	0	826	826	100%	0	0	-	695	3,303	2,608	79%	90	(605)	-672%	7,302	9,910	26%
Total Staff Training	0	826	826	100%	0	0	-	695	3,303	2,608	79%	90	(605)	-672%	7,302	9,910	26%
6020 Travel - airfare	0	42	42	100%	0	0	-	0	167	167	100%	0	0	-	333	500	33%
6025 Travel - lodging & transportation	0	167	167	100%	0	0	-	0	667	667	100%	0	0	-	1,333	2,000	33%
6030 Travel - Per Diem & mileage reimbursement	0	125	125	100%	0	0	-	0	500	500	100%	0	0	-	1,000	1,500	33%
6035 Meals & Entertainment	96	233	137	59%	0	(96)	-	271	933	662	71%	43	(228)	-532%	2,138	2,800	24%
Total Travel & Entertainment	96	567	471	83%	0	(96)	-	271	2,267	1,996	88%	43	(228)	-532%	4,804	6,800	29%
6050 Office supplies	123	750	627	84%	386	263	68%	1,585	3,000	1,415	47%	1,521	(64)	-4%	7,585	9,000	16%
6055 Kitchen supplies	130	295	165	56%	192	62	32%	718	1,180	462	39%	714	(4)	-1%	3,078	3,540	13%
6060 IT supplies	0	583	583	100%	19,766	19,766	100%	0	2,333	2,333	100%	19,789	19,789	100%	4,667	7,000	33%
6070 Postage & courier services	0	333	333	100%	400	400	100%	800	1,333	533	40%	1,256	456	36%	3,467	4,000	13%

**Financial Report - Actual vs. Budget
For Period Ending Oct 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					
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Jul 2021 - Jun 2022					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6080 Office lease	0	0	0	-	7,927	7,927	100%	24,139	0	(24,139)	-	31,709	7,571	24%	24,139	0	-
6085 Office equipment lease	0	178	178	100%	0	0	-	535	713	179	25%	535	0	0%	1,961	2,140	8%
6087 Office equipment repairs & maintenance	119	375	256	68%	238	119	50%	793	1,500	707	47%	754	(39)	-5%	3,793	4,500	16%
6090 IT SW subscriptions & licenses	10,753	11,165	412	4%	4,902	(5,851)	-119%	38,073	44,660	6,587	15%	33,760	(4,313)	-13%	127,393	133,980	5%
6095 Commission expenses	0	125	125	100%	0	0	-	38	500	462	92%	0	(38)	-	1,038	1,500	31%
Total Office Expense	11,125	13,805	2,680	19%	33,812	22,687	67%	66,680	55,220	(11,460)	-21%	90,039	23,358	26%	177,120	165,660	-7%
6100 Telephone - landline	453	490	37	8%	384	(69)	-18%	1,742	1,960	218	11%	1,604	(138)	-9%	5,662	5,880	4%
6105 Telephone - mobile	416	555	139	25%	366	(50)	-14%	1,653	2,220	567	26%	1,722	69	4%	6,093	6,660	9%
6110 Internet services	604	618	15	2%	604	0	0%	2,415	2,473	59	2%	2,415	0	0%	7,361	7,420	1%
6115 Cable TV	0	0	0	-	53	53	100%	0	0	0	-	202	202	100%	0	0	-
6130 Electricity	515	833	319	38%	474	(41)	-9%	1,725	3,333	1,608	48%	2,006	280	14%	8,392	10,000	16%
6135 Water/Sewer	43	208	165	79%	0	(43)	-	43	833	790	95%	0	(43)	-	1,710	2,500	32%
6140 Garbage/Sanitation Collection	276	267	(9)	-3%	0	(276)	-	276	1,067	791	74%	0	(276)	-	2,409	3,200	25%
Total Utilities	2,306	2,972	666	22%	1,880	(426)	-23%	7,854	11,887	4,033	34%	7,948	95	1%	31,627	35,660	11%
6200 Temporary/Contract help	0	0	0	-	4,143	4,143	100%	0	0	0	-	14,277	14,277	100%	0	0	-
6205 Janitorial services	1,484	1,250	(234)	-19%	484	(1,000)	-207%	2,934	5,000	2,066	41%	1,934	(1,000)	-52%	12,934	15,000	14%
6215 Payroll services	636	792	155	20%	189	(447)	-237%	2,202	3,167	965	30%	2,177	(24)	-1%	8,535	9,500	10%
6245 Legal advertising	0	167	167	100%	0	0	-	0	667	667	100%	0	0	-	1,333	2,000	33%
6250 Legal services	9,678	12,500	2,822	23%	3,033	(6,645)	-219%	24,804	50,000	25,196	50%	5,893	(18,911)	-321%	124,804	150,000	17%
6255 Auditing	9,100	4,833	(4,267)	-88%	0	(9,100)	-	9,100	19,333	10,233	53%	7,500	(1,600)	-21%	47,767	58,000	18%
6260 Consulting services	0	92	92	100%	0	0	-	2,250	367	(1,883)	-514%	0	(2,250)	-	2,983	1,100	-171%
6265 Recruiting services	0	208	208	100%	0	0	-	0	833	833	100%	0	0	-	1,667	2,500	33%
6290 Commercial insurance	952	2,453	1,501	61%	1,735	783	45%	(1,371)	9,812	11,183	114%	6,960	8,331	120%	18,253	29,436	38%
Total Professional Services	21,850	22,295	445	2%	9,583	(12,267)	-128%	39,919	89,179	49,260	55%	38,741	(1,177)	-3%	218,276	267,536	18%
6351 Awards & Recognitions	1,960	283	(1,677)	-592%	2,475	515	21%	2,179	1,133	(1,046)	-92%	2,475	296	12%	4,446	3,400	-31%
Total Marketing Expense	1,960	283	(1,677)	-592%	2,475	515	21%	2,179	1,133	(1,046)	-92%	2,475	296	12%	4,446	3,400	-31%
6405 Safety/hazardous materials	0	0	0	-	0	0	-	0	0	0	-	504	504	100%	0	0	-
6415 Clothing	0	35	35	100%	0	0	-	0	142	142	100%	0	0	-	283	425	33%
6420 Janitorial supplies	37	208	171	82%	0	(37)	-	37	833	796	96%	0	(37)	-	1,704	2,500	32%
6450 Fuel - Gas	47	83	36	44%	35	(12)	-36%	47	333	286	86%	56	9	17%	714	1,000	29%
Total Operational Expense	84	327	243	74%	35	(49)	-143%	84	1,308	1,224	94%	560	476	85%	2,701	3,925	31%
6505 Repairs & maintenance vehicles	299	27	(272)	-1004%	0	(299)	-	299	108	(191)	-176%	0	(299)	-	516	325	-59%
6510 Repairs & maintenance buildings	87	3,333	3,247	97%	92	5	6%	312	13,333	13,022	98%	92	(220)	-239%	26,978	40,000	33%
Total Repair and Maintenance	386	3,377	2,992	89%	98	(287)	-292%	610	13,508	12,898	95%	98	(512)	-521%	27,627	40,525	32%
6599 Budget Contingency	0	24,169	24,169	100%	0	0	-	0	96,675	96,675	100%	0	0	-	193,350	290,025	33%
Total Goods & Services	37,806	68,620	30,814	45%	47,883	10,077	21%	118,292	274,480	156,188	57%	139,995	21,702	16%	667,253	823,441	19%

Financial Report - Actual vs. Budget
For Period Ending Oct 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					
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Expenses	113,405	152,197	38,792	25%	125,617	12,212	10%	429,879	646,181	216,302	33%	488,133	58,254	12%	1,684,845	1,901,147	11%
Operating Results	(98,234)	(135,476)	37,242	-27%	(124,258)	26,023	-21%	(410,596)	(579,298)	168,702	-29%	(482,694)	72,098	-15%	(1,531,798)	(1,700,500.00)	-10%
Other Income & Expenses																	
Other Income																	
4405 Property Taxes - Current Year	34,616	4,276	30,340	710%	5,766	28,849	500%	63,511	29,622	33,889	114%	34,986	28,525	82%	2,005,449	1,971,560	2%
4410 Property Taxes - Prior Years	26,864	4,337	22,527	519%	5,873	20,991	357%	51,271	20,728	30,543	147%	32,084	19,187	60%	80,543	50,000	61%
4505 Interest - Bank	496	500	(4)	-1%	1,618	(1,123)	-69%	5,984	2,000	3,984	199%	6,051	(67)	-1%	13,984	10,000	40%
4506 Interest - Southport Note	1,854	1,854	0	0%	2,017	(163)	-8%	7,500	7,500	0	0%	8,149	(649)	-8%	21,834	21,834	0%
4515 Principal Repayment - Southport Note	5,520	5,520	0	0%	5,357	163	3%	21,996	21,996	0	0%	21,347	649	3%	66,653	66,653	0%
4695 Grants Received - Other	0	0	0	-	0	0	-	0	0	0	-	790	(790)	-100%	0	0	-
4905 Other	10,010	0	10,010	-	0	10,010	-	85,889	0	85,889	-	8	85,881	1066841%	85,889	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	139,060	0	139,060	-	22,349	116,711	522%	139,060	0	-
Total Other Income	79,359	16,486	62,873	381%	20,632	58,727	285%	375,210	81,846	293,364	358%	125,765	249,445	198%	2,413,411	2,120,047	14%
Other Expenses																	
Taxes & Misc Expenses																	
6705 Grant expenses	0	0	0	-	0	0	-	0	0	0	-	35	35	100%	0	0	-
6720 Property Tax - Sublet Facilities	18,291	0	(18,291)	-	0	(18,291)	-	18,291	0	(18,291)	-	0	(18,291)	-	18,291	0	-
6740 Merchant fees	4,585	2,500	(2,085)	-83%	3,488	(1,097)	-31%	14,237	10,000	(4,237)	-42%	12,114	(2,123)	-18%	34,237	30,000	-14%
6745 Banking fees	14,343	42	(14,301)	-34320%	(1)	(14,344)	2049083%	14,431	167	(14,264)	-8558%	10	(14,422)	-150224%	14,764	500	-2853%
6755 Insurance Claims	0	0	0	-	0	0	-	0	0	0	-	638	638	100%	0	0	-
Total Taxes & Misc Expenses	37,219	2,542	(34,677)	-1364%	3,487	(33,732)	-967%	46,959	10,167	(36,793)	-362%	12,797	(34,163)	-267%	67,293	30,500	-121%
Debt Services																	
7005 Principal repayment	0	13,000	13,000	100%	0	0	-	0	52,000	52,000	100%	0	0	-	104,000	156,000	33%
7020 Principal repayment - Vehicles	534	539	5	1%	812	278	34%	846	2,157	1,311	61%	3,231	2,384	74%	5,160	6,471	20%
7025 Interest payment - Vehicles	91	85	(5)	-6%	165	74	45%	131	340	210	62%	678	547	81%	811	1,021	21%
Total Debt Services	624	13,624	13,000	95%	977	353	36%	977	54,497	53,520	98%	3,908	2,931	75%	109,972	163,492	33%
Total Other Expenses	37,843	16,166	(21,677)	-134%	4,464	(33,379)	-748%	47,936	64,664	16,728	26%	16,705	(31,231)	-187%	177,264	193,992	9%
Net Other Income	41,516	320	41,196	12860%	16,168	25,348	157%	327,274	17,182	310,092	1805%	109,060	218,214	200%	2,236,147	1,926,055	16%
Net Result	(56,718)	(135,156)	78,437	-58%	(108,089)	51,371	-48%	(83,322)	(562,116)	478,794	-85%	(373,634)	290,312	-78%	704,349	225,555	212%

Financial Report - Actual vs. Budget
For Period Ending Oct 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			
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD		Jul 2021 - Jun 2022			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4180 Merchandise	4	0	4	-	4	0	0%	70	0	70	-	40	30	75%	70	0	-
4290 Other	0	33	(33)	-100%	0	0	-	25	133	(108)	-81%	25	0	0%	292	400	-27%
Total Operating Income	4	33	(29)	-88%	4	0	0%	95	133	(38)	-29%	65	30	46%	362	400	-10%
Expenses																	
Personnel Services																	
5005 Salaries	7,084	7,082	(2)	0%	6,641	(444)	-7%	29,085	31,884	2,799	9%	27,492	(1,593)	-6%	89,298	92,097	3%
5010 Other compensation	0	191	191	100%	0	0	-	0	858	858	100%	0	0	-	1,622	2,480	35%
Total Compensation	7,084	7,273	189	3%	6,641	(444)	-7%	29,085	32,742	3,658	11%	27,492	(1,593)	-6%	90,919	94,577	4%
5100 Federal Payroll taxes	538	556	18	3%	506	(32)	-6%	2,211	2,505	294	12%	2,089	(122)	-6%	6,941	7,235	4%
5105 State Payroll taxes	1	0	(1)	-	2	0	10%	6	0	(6)	-	6	0	7%	6	0	-
5110 Unemployment Insurance	0	94	94	100%	0	0	-	0	425	425	100%	4	4	100%	801	1,226	35%
5115 Workers compensation	37	30	(6)	-21%	26	(10)	-39%	146	136	(11)	-8%	105	(41)	-39%	403	392	-3%
Total Payroll Taxes	576	681	105	15%	534	(42)	-8%	2,363	3,065	702	23%	2,204	(159)	-7%	8,151	8,853	8%
5200 Medical insurance	1,090	1,208	119	10%	1,133	43	4%	4,359	4,834	475	10%	4,531	172	4%	14,027	14,502	3%
5205 Dental insurance	108	108	0	0%	105	(3)	-3%	430	430	0	0%	419	(12)	-3%	1,291	1,291	0%
5215 Term life insurance	13	13	0	0%	12	(1)	-7%	49	50	1	2%	88	39	44%	149	150	1%
5220 Long Term Disability insurance	47	47	0	0%	41	(5)	-13%	182	187	5	3%	124	(58)	-46%	557	562	1%
5225 PERS Employee Contributions	1,491	1,490	(0)	0%	1,902	411	22%	6,173	6,708	536	8%	5,691	(481)	-8%	18,841	19,377	3%
5230 PERS Employer Contributions	425	425	(0)	0%	598	173	29%	1,745	1,913	168	9%	1,789	44	2%	5,358	5,526	3%
Total Insured Benefits	3,172	3,290	118	4%	3,790	617	16%	12,938	14,123	1,185	8%	12,642	(296)	-2%	40,223	41,408	3%
Total Personnel Services	10,833	11,244	411	4%	10,964	132	1%	44,386	49,930	5,544	11%	42,338	(2,048)	-5%	139,294	144,838	4%
Goods & Services																	
6020 Travel - airfare	0	42	42	100%	0	0	-	0	167	167	100%	0	0	-	333	500	33%
6025 Travel - lodging & transportation	0	154	154	100%	0	0	-	0	617	617	100%	0	0	-	1,233	1,850	33%
6030 Travel - Per Diem & mileage reimbursement	0	103	103	100%	0	0	-	0	411	411	100%	0	0	-	823	1,234	33%
6035 Meals & Entertainment	0	73	73	100%	0	0	-	103	292	189	65%	0	(103)	-	686	875	22%
Total Travel & Entertainment	0	372	372	100%	0	0	-	103	1,486	1,384	93%	0	(103)	-	3,075	4,459	31%
6050 Office supplies	0	42	42	100%	0	0	-	67	167	100	60%	13	(54)	-422%	400	500	20%
6075 Memberships & dues	2,397	2,392	(5)	0%	2,281	(116)	-5%	9,608	9,567	(41)	0%	9,392	(216)	-2%	28,741	28,700	0%
Total Office Expense	2,397	2,433	36	1%	2,281	(116)	-5%	9,675	9,733	59	1%	9,405	(270)	-3%	29,141	29,200	0%

Financial Report - Actual vs. Budget
For Period Ending Oct 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			
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD		Jul 2021 - Jun 2022			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6260 Consulting services	0	1,062	1,062	100%	0	0	-	16	4,247	4,231	100%	0	(16)	-	8,509	12,740	33%
6270 Contracted Services	0	0	0	-	16	16	100%	0	0	0	-	691	691	100%	0	0	-
Total Professional Services	0	1,062	1,062	100%	16	16	100%	16	4,247	4,231	100%	691	675	98%	8,509	12,740	33%
6310 Marketing supplies	0	396	396	100%	160	160	100%	30	1,583	1,553	98%	180	150	83%	3,197	4,750	33%
6315 Advertising	0	1,375	1,375	100%	170	170	100%	159	5,498	5,339	97%	1,871	1,712	92%	11,156	16,495	32%
6320 Cargo recruitment & development	0	0	0	-	0	0	-	185	0	(185)	-	0	(185)	-	185	0	-
6340 Legislative support	7,233	7,167	(66)	-1%	7,381	149	2%	26,826	28,667	1,840	6%	25,861	(965)	-4%	84,160	86,000	2%
6345 Community affairs	0	454	454	100%	1,450	1,450	100%	0	1,817	1,817	100%	1,450	1,450	100%	3,633	5,450	33%
Total Marketing Expense	7,233	9,391	2,159	23%	9,161	1,928	21%	27,200	37,565	10,365	28%	29,362	2,162	7%	102,330	112,695	9%
Total Goods & Services	9,629	13,258	3,628	27%	11,458	1,829	16%	36,993	53,031	16,038	30%	39,458	2,464	6%	143,056	159,094	10%
Total Expenses	20,462	24,502	4,040	16%	22,423	1,961	9%	81,379	102,962	21,582	21%	81,796	417	1%	282,350	303,932	7%
Operating Results	(20,458)	(24,469)	4,010	-16%	(22,419)	1,961	-9%	(81,284)	(102,828)	21,544	-21%	(81,731)	447	-1%	(281,988)	(303,532)	-7%
Other Income & Expenses																	
Other Income																	
Net Result	(20,458)	(24,469)	4,010	-16%	(22,419)	1,961	-9%	(81,284)	(102,828)	21,544	-21%	(81,731)	447	-1%	(281,988)	(303,532)	-7%

Financial Report - Actual vs. Budget
 For Period Ending Oct 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					
	Oct 2021				Oct 2020			Jul 2021 - Oct 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	10,398	10,328	69	1%	9,246	1,152	12%	41,383	41,313	69	0%	36,983	4,399	12%	124,009	123,940	0%
4010 Property Agreements	6,059	7,975	(1,916)	-24%	5,696	363	6%	25,679	31,900	(6,221)	-20%	24,736	943	4%	89,479	95,700	-7%
Total Operating Income	16,456	18,303	(1,847)	-10%	14,941	1,515	10%	67,061	73,213	(6,152)	-8%	61,719	5,342	9%	213,488	219,640	-3%
Expenses																	
Personnel Services																	
5005 Salaries	33,164	38,739	5,575	14%	8,846	(24,318)	-275%	133,406	174,403	40,997	24%	34,285	(99,121)	-289%	462,766	503,763	8%
5010 Other compensation	0	1,035	1,035	100%	0	0	-	0	4,658	4,658	100%	0	0	-	8,796	13,453	35%
5015 Overtime	0	155	155	100%	0	0	-	60	700	640	91%	0	(60)	-	1,381	2,021	32%
Total Compensation	33,164	39,929	6,765	17%	8,846	(24,318)	-275%	133,466	179,760	46,294	26%	34,285	(99,181)	-289%	472,943	519,237	9%
5100 Federal Payroll taxes	2,476	3,055	579	19%	677	(1,799)	-266%	9,997	13,752	3,755	27%	2,623	(7,374)	-281%	35,967	39,722	9%
5105 State Payroll taxes	11	0	(11)	-	2	(10)	-570%	46	0	(46)	-	6	(39)	-644%	46	0	-
5110 Unemployment Insurance	362	770	408	53%	0	(362)	-	1,842	3,467	1,625	47%	0	(1,842)	-	8,389	10,014	16%
5115 Workers compensation	37	1,391	1,354	97%	26	(10)	-39%	146	6,262	6,116	98%	105	(41)	-39%	11,972	18,088	34%
Total Payroll Taxes	2,886	5,216	2,330	45%	705	(2,181)	-310%	12,030	23,481	11,450	49%	2,734	(9,297)	-340%	56,374	67,824	17%
5200 Medical insurance	6,103	8,685	2,581	30%	0	(6,103)	-	24,414	34,738	10,325	30%	0	(24,414)	-	93,889	104,214	10%
5205 Dental insurance	515	670	156	23%	50	(465)	-932%	2,058	2,680	622	23%	145	(1,914)	-1324%	7,419	8,041	8%
5215 Term life insurance	100	113	13	11%	12	(88)	-755%	382	450	68	15%	95	(287)	-301%	1,282	1,350	5%
5220 Long Term Disability insurance	219	257	38	15%	48	(171)	-353%	837	1,028	192	19%	145	(692)	-477%	2,893	3,085	6%
5225 PERS Employee Contributions	6,463	8,183	1,721	21%	2,533	(3,930)	-155%	26,773	36,842	10,068	27%	7,063	(19,711)	-279%	96,349	106,417	9%
5230 PERS Employer Contributions	1,843	2,334	491	21%	796	(1,047)	-131%	7,569	10,506	2,937	28%	2,220	(5,349)	-241%	27,410	30,347	10%
Total Insured Benefits	15,243	20,241	4,999	25%	3,439	(11,804)	-343%	62,033	86,245	24,212	28%	9,667	(52,366)	-542%	229,242	253,454	10%
Total Personnel Services	51,293	65,386	14,094	22%	12,990	(38,303)	-295%	207,529	289,485	81,956	28%	46,686	(160,843)	-345%	758,559	840,515	10%
Goods & Services																	
6020 Travel - airfare	0	83	83	100%	0	0	-	0	333	333	100%	0	0	-	667	1,000	33%
6025 Travel - lodging & transportation	0	167	167	100%	0	0	-	0	667	667	100%	0	0	-	1,333	2,000	33%
6030 Travel - Per Diem & mileage reimbursement	0	8	8	100%	0	0	-	0	33	33	100%	0	0	-	67	100	33%
6035 Meals & Entertainment	59	21	(38)	-183%	0	(59)	-	59	83	24	29%	16	(43)	-268%	226	250	10%
Total Travel & Entertainment	59	279	220	79%	0	(59)	-	59	1,117	1,058	95%	16	(43)	-268%	2,292	3,350	32%
6130 Electricity	132	150	18	12%	252	120	48%	509	600	91	15%	629	120	19%	1,709	1,800	5%
6155 Environmental Remediation/Mitigation/Monitoring	0	208	208	100%	0	0	-	0	833	833	100%	74	74	100%	1,667	2,500	33%
Total Utilities	132	358	227	63%	252	120	48%	509	1,433	924	64%	703	194	28%	3,376	4,300	21%

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



Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6200 Temporary/Contract help	0	0	0	-	0	0	-	6,918	6,000	(918)	-15%	0	(6,918)	-	6,918	6,000	-15%
6245 Legal advertising	102	125	23	19%	0	(102)	-	102	500	398	80%	0	(102)	-	1,102	1,500	27%
6250 Legal services	288	0	(288)	-	0	(288)	-	288	0	(288)	-	0	(288)	-	288	0	-
6260 Consulting services	0	10,583	10,583	100%	0	0	-	0	42,333	42,333	100%	0	0	-	84,667	127,000	33%
6270 Contracted Services	0	0	0	-	1,775	1,775	100%	0	0	0	-	1,775	1,775	100%	0	0	-
6290 Commercial insurance	901	838	(64)	-8%	798	(104)	-13%	3,605	3,351	(254)	-8%	3,190	(415)	-13%	10,308	10,054	-3%
Total Professional Services	1,291	11,546	10,255	89%	2,573	1,282	50%	10,913	52,185	41,271	79%	4,965	(5,948)	-120%	103,283	144,554	29%
6400 Small equipment & tools	0	42	42	100%	0	0	-	135	167	32	19%	0	(135)	-	468	500	6%
6405 Safety/hazardous materials	3,019	1,667	(1,352)	-81%	42	(2,977)	-7091%	3,914	6,667	2,752	41%	5,939	2,025	34%	17,248	20,000	14%
6410 Signage	0	83	83	100%	0	0	-	0	333	333	100%	0	0	-	667	1,000	33%
6415 Clothing	0	96	96	100%	0	0	-	0	383	383	100%	0	0	-	767	1,150	33%
6425 Operational supplies	0	63	63	100%	0	0	-	0	250	250	100%	0	0	-	500	750	33%
Total Operational Expense	3,019	1,950	(1,069)	-55%	42	(2,977)	-7091%	4,049	7,800	3,751	48%	5,939	1,890	32%	19,649	23,400	16%
6515 Repairs & maintenance land improvements	0	208	208	100%	0	0	-	0	833	833	100%	0	0	-	1,667	2,500	33%
6520 Repairs & maintenance docks	0	0	0	-	0	0	-	0	0	0	-	126	126	100%	0	0	-
6580 Permits	0	83	83	100%	0	0	-	125	333	208	62%	0	(125)	-	792	1,000	21%
Total Repair and Maintenance	0	292	292	100%	0	0	-	125	1,167	1,041	89%	126	0	0%	2,459	3,500	30%
Total Goods & Services	4,500	14,425	9,925	69%	2,867	(1,634)	-57%	15,656	63,701	48,045	75%	11,749	(3,907)	-33%	131,059	179,104	27%
Total Expenses	55,793	79,812	24,019	30%	15,856	(39,937)	-252%	223,185	353,186	130,001	37%	58,435	(164,750)	-282%	889,618	1,019,619	13%
Operating Results	(39,337)	(61,508)	22,172	-36%	(915)	(38,422)	4199%	(156,124)	(279,973)	123,849	-44%	3,284	(159,408)	-4854%	(676,130)	(799,979)	-15%
4695 Grants Received - Other	0	0	0	-	0	0	-	3,000	3,000	0	0%	0	3,000	-	8,000	8,000	0%
Total Other Income	0	0	0	-	0	0	-	3,000	3,000	0	0%	0	3,000	-	8,000	8,000	0%
Taxes & Misc Expenses																	
6745 Banking fees	17,500	833	(16,667)	-2000%	0	(17,500)	-	20,728	3,333	(17,395)	-522%	0	(20,728)	-	27,395	10,000	-174%
Total Taxes & Misc Expenses	17,500	833	(16,667)	-2000%	0	(17,500)	-	20,728	3,333	(17,395)	-522%	0	(20,728)	-	27,395	10,000	-174%
7010 Interest payment	2,635	9,583	6,948	73%	0	(2,635)	-	7,820	38,333	30,513	80%	0	(7,820)	-	84,487	115,000	27%
Total Debt Services	2,635	9,583	6,948	73%	0	(2,635)	-	7,820	38,333	30,513	80%	0	(7,820)	-	84,487	115,000	27%
Total Other Expenses	20,135	10,417	(9,718)	-93%	0	(20,135)	-	28,548	41,667	13,118	31%	0	(28,548)	-	111,882	125,000	10%
Net Other Income	(20,135)	(10,417)	(9,718)	93%	0	(20,135)	-	(25,548)	(38,667)	13,118	-34%	0	(25,548)	-	(103,882)	(117,000)	-11%
Net Result	(59,472)	(71,925)	12,453	-17%	(915)	(58,557)	6400%	(181,672)	(318,640)	136,968	-43%	3,284	(184,956)	-5632%	(780,011)	(916,979)	-15%

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Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD			Jul 2021 - Jun 2022		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	23,955	24,442	(487)	-2%	18,022	5,932	33%	97,341	97,767	(426)	0%	68,763	28,578	42%	292,874	293,300	0%
4100 Annual Moorage	39,749	29,549	10,200	35%	50,898	(11,150)	-22%	146,416	113,468	32,948	29%	174,924	(28,508)	-16%	461,762	428,814	8%
4105 Semi-Annual Moorage	12,895	4,353	8,543	196%	12,571	324	3%	40,799	23,997	16,802	70%	31,184	9,615	31%	74,082	57,280	29%
4110 Monthly Moorage	13,258	19,231	(5,972)	-31%	13,612	(354)	-3%	69,717	86,092	(16,375)	-19%	66,542	3,175	5%	172,092	188,467	-9%
4115 Transient Moorage	16,745	9,169	7,577	83%	6,886	9,860	143%	61,869	41,047	20,822	51%	39,025	22,844	59%	110,679	89,857	23%
4118 Work Dock	6,271	5,417	854	16%	1,629	4,642	285%	16,350	21,667	(5,317)	-25%	10,346	6,004	58%	59,683	65,000	-8%
4120 Metered Utilities	30	125	(95)	-76%	30	0	0%	120	500	(380)	-76%	580	(460)	-79%	1,120	1,500	-25%
4125 Launch Ramp	3,174	3,083	91	3%	2,425	749	31%	17,682	12,333	5,349	43%	15,706	1,976	13%	42,349	37,000	14%
4135 Storage Yard	2,789	3,333	(544)	-16%	2,595	193	7%	11,821	13,333	(1,512)	-11%	11,392	429	4%	38,488	40,000	-4%
4140 Storage Unit	15,521	15,193	328	2%	14,633	887	6%	62,173	60,770	1,403	2%	58,216	3,957	7%	183,713	182,310	1%
4145 Long Term Boat Storage	8,862	7,725	1,137	15%	9,393	(531)	-6%	36,392	30,900	5,492	18%	37,412	(1,020)	-3%	98,192	92,700	6%
4150 Short Term Boat Storage	4,436	3,219	1,217	38%	5,402	(966)	-18%	14,407	12,875	1,532	12%	21,118	(6,711)	-32%	40,157	38,625	4%
4155 Boat Wash	175	83	92	110%	68	107	158%	315	333	(18)	-5%	476	(161)	-34%	982	1,000	-2%
4165 Space Rents	27,720	21,980	5,739	26%	31,550	(3,831)	-12%	222,273	183,968	38,305	21%	196,915	25,358	13%	354,305	316,000	12%
4173 Laundry	410	278	132	47%	232	178	76%	2,750	2,329	421	18%	1,282	1,468	115%	4,421	4,000	11%
4175 Propane	699	696	3	0%	743	(44)	-6%	3,139	5,822	(2,683)	-46%	2,139	1,000	47%	7,317	10,000	-27%
4180 Merchandise	42	35	7	21%	27	15	56%	194	291	(97)	-33%	263	(69)	-26%	403	500	-19%
4185 Visitor Convention Bureau Fee	289	243	46	19%	441	(152)	-34%	2,335	2,038	297	15%	2,451	(116)	-5%	3,797	3,500	8%
4190 Ice	17,191	21,208	(4,017)	-19%	6,630	10,562	159%	131,943	180,146	(48,203)	-27%	13,816	118,127	855%	251,797	300,000	-16%
4200 Boat Lifts	5,087	4,577	510	11%	3,349	1,738	52%	24,618	24,110	508	2%	16,074	8,544	53%	60,508	60,000	1%
4230 Environmental Fee	2,703	2,083	619	30%	1,890	813	43%	9,854	8,333	1,521	18%	8,077	1,778	22%	26,521	25,000	6%
4235 Customer Discounts	(403)	(417)	13	-3%	(320)	(83)	26%	(3,944)	(1,667)	(2,277)	137%	(2,609)	(1,335)	51%	(7,277)	(5,000)	46%
4290 Other	3,213	3,333	(121)	-4%	3,735	(522)	-14%	18,496	13,333	5,163	39%	18,355	140	1%	45,163	40,000	13%
4295 Bad Debt Expense	0	0	0	-	0	0	-	820	(7,500)	8,320	-111%	0	820	-	(21,680)	(30,000)	-28%
Total Operating Income	204,808	178,937	25,871	14%	186,441	18,368	10%	987,879	926,286	61,593	7%	792,447	195,432	25%	2,301,446	2,239,853	3%
Expenses																	
Personnel Services																	
5005 Salaries	32,126	34,689	2,563	7%	31,858	(268)	-1%	135,114	156,166	21,052	13%	155,549	20,435	13%	430,035	451,087	5%
5010 Other compensation	675	1,621	946	58%	812	137	17%	2,866	7,297	4,431	61%	1,175	(1,691)	-144%	16,645	21,076	21%
5015 Overtime	170	1,615	1,445	89%	568	398	70%	1,774	7,271	5,496	76%	706	(1,069)	-151%	15,505	21,001	26%
Total Compensation	32,971	37,924	4,954	13%	33,237	267	1%	139,754	170,733	30,979	18%	157,430	17,676	11%	462,185	493,164	6%
5100 Federal Payroll taxes	2,429	2,901	472	16%	2,484	55	2%	10,354	13,061	2,707	21%	11,621	1,267	11%	35,020	37,727	7%
5105 State Payroll taxes	12	0	(12)	-	14	2	15%	51	0	(51)	-	68	17	25%	51	0	-
5110 Unemployment Insurance	416	791	375	47%	470	54	11%	2,474	3,562	1,088	31%	2,786	312	11%	9,200	10,288	11%
5115 Workers compensation	3,323	2,137	(1,186)	-56%	2,047	(1,276)	-62%	13,292	9,620	(3,672)	-38%	8,186	(5,106)	-62%	31,460	27,788	-13%
Total Payroll Taxes	6,180	5,829	(351)	-6%	5,015	(1,165)	-23%	26,170	26,243	73	0%	22,660	(3,510)	-15%	75,730	75,803	0%
5200 Medical insurance	10,379	11,509	1,130	10%	15,215	4,836	32%	41,502	46,037	4,535	10%	54,736	13,234	24%	133,577	138,112	3%
5205 Dental insurance	814	814	0	0%	1,206	392	33%	3,255	3,255	0	0%	4,979	1,724	35%	9,766	9,766	0%
5215 Term life insurance	113	113	0	0%	152	40	26%	443	450	7	2%	907	464	51%	1,343	1,350	1%
5220 Long Term Disability insurance	229	240	11	5%	278	49	18%	898	960	61	6%	937	38	4%	2,819	2,880	2%

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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					
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD			Jul 2021 - Jun 2022		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
5225 PERS Employee Contributions	8,675	8,150	(525)	-6%	11,093	2,418	22%	36,097	36,691	594	2%	38,542	2,444	6%	105,387	105,981	1%
5230 PERS Employer Contributions	2,265	2,178	(87)	-4%	3,154	889	28%	9,380	9,806	426	4%	10,930	1,549	14%	27,899	28,325	2%
5295 Allocations	0	(2,576)	(2,576)	100%	0	0	-	0	(11,598)	(11,598)	100%	0	0	-	(21,903)	(33,501)	35%
Total Insured Benefits	22,474	20,428	(2,047)	-10%	31,098	8,623	28%	91,576	85,602	(5,974)	-7%	111,030	19,454	18%	258,887	252,913	-2%
Total Personnel Services	61,625	64,181	2,556	4%	69,350	7,725	11%	257,500	282,578	25,078	9%	291,120	33,619	12%	796,802	821,880	3%
Goods & Services																	
6005 Seminars & training	250	0	(250)	-	0	(250)	-	250	0	(250)	-	0	(250)	-	250	0	-
Total Staff Training	250	0	(250)	-	0	(250)	-	250	0	(250)	-	0	(250)	-	250	0	-
6020 Travel - airfare	0	42	42	100%	0	0	-	0	167	167	100%	0	0	-	333	500	33%
6025 Travel - lodging & transportation	0	83	83	100%	0	0	-	0	333	333	100%	0	0	-	667	1,000	33%
6030 Travel - Per Diem & mileage reimbursement	0	21	21	100%	0	0	-	407	83	(324)	-389%	0	(407)	-	574	250	-130%
6035 Meals & Entertainment	0	25	25	100%	0	0	-	0	100	100	100%	0	0	-	200	300	33%
Total Travel & Entertainment	0	171	171	100%	0	0	-	407	683	276	40%	0	(407)	-	1,774	2,050	13%
6050 Office supplies	0	0	0	-	26	26	100%	0	0	0	-	132	132	100%	0	0	-
6055 Kitchen supplies	184	250	66	26%	262	78	30%	540	1,000	460	46%	513	(28)	-5%	2,540	3,000	15%
6070 Postage & courier services	0	83	83	100%	55	55	100%	66	333	267	80%	110	44	40%	733	1,000	27%
Total Office Expense	184	333	149	45%	343	159	46%	606	1,333	727	55%	754	148	20%	3,273	4,000	18%
6100 Telephone - landline	180	200	20	10%	194	14	7%	726	800	74	9%	762	36	5%	2,326	2,400	3%
6105 Telephone - mobile	438	530	92	17%	499	61	12%	1,763	2,120	357	17%	1,957	195	10%	6,003	6,360	6%
6110 Internet services	1,241	1,405	164	12%	1,277	36	3%	4,966	5,620	654	12%	5,109	144	3%	16,206	16,860	4%
6115 Cable TV	892	948	56	6%	850	(42)	-5%	3,568	3,791	223	6%	3,892	324	8%	11,150	11,373	2%
6130 Electricity	18,636	20,833	2,197	11%	16,697	(1,939)	-12%	72,973	83,333	10,361	12%	73,582	609	1%	239,639	250,000	4%
6131 Propane - Operations	129	125	(4)	-3%	44	(85)	-194%	597	500	(97)	-19%	333	(265)	-80%	1,597	1,500	-6%
6135 Water/Sewer	8,961	6,250	(2,711)	-43%	7,536	(1,425)	-19%	39,188	25,000	(14,188)	-57%	29,964	(9,224)	-31%	89,188	75,000	-19%
6140 Garbage/Sanitation Collection	6,912	5,833	(1,079)	-18%	6,544	(368)	-6%	27,457	23,333	(4,124)	-18%	22,762	(4,695)	-21%	74,124	70,000	-6%
6145 Hazardous material disposal	215	333	118	35%	150	(65)	-43%	2,525	1,333	(1,192)	-89%	980	(1,545)	-158%	5,192	4,000	-30%
6150 Derelict boat disposal	0	1,250	1,250	100%	0	0	-	0	5,000	5,000	100%	15	15	100%	10,000	15,000	33%
6155 Environmental Remediation/Mitigation/Monitoring	225	250	25	10%	0	(225)	-	387	1,000	613	61%	178	(209)	-117%	2,387	3,000	20%
Total Utilities	37,830	37,958	128	0%	33,791	(4,039)	-12%	154,149	151,831	(2,318)	-2%	139,535	(14,615)	-10%	457,811	455,493	-1%
6200 Temporary/Contract help	2,647	2,917	270	9%	1,401	(1,245)	-89%	9,925	11,667	1,742	15%	7,373	(2,552)	-35%	33,258	35,000	5%
6205 Janitorial services	26	55	29	52%	46	20	43%	128	220	92	42%	68	(60)	-88%	568	660	14%
6210 Vending machine services	0	125	125	100%	0	0	-	1,156	500	(656)	-131%	1,328	172	13%	2,156	1,500	-44%
6245 Legal advertising	209	108	(101)	-93%	0	(209)	-	397	433	37	8%	349	(48)	-14%	1,264	1,300	3%
6250 Legal services	0	0	0	-	0	0	-	713	0	(713)	-	0	(713)	-	713	0	-
6260 Consulting services	(5,799)	582	6,381	1097%	0	5,799	-	2,641	2,327	(315)	-14%	0	(2,641)	-	7,295	6,980	-5%
6270 Contracted Services	0	0	0	-	491	491	100%	0	0	0	-	887	887	100%	0	0	-
6290 Commercial insurance	7,711	7,908	197	2%	8,671	960	11%	31,081	31,633	552	2%	26,522	(4,559)	-17%	94,348	94,900	1%

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

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					
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Professional Services	4,794	11,695	6,901	59%	10,610	5,816	55%	46,040	46,780	740	2%	36,527	(9,513)	-26%	139,600	140,340	1%
6350 Employee sponsorships	0	0	0	-	0	0	-	786	0	(786)	-	0	(786)	-	786	0	-
Total Marketing Expense	0	0	0	-	0	0	-	786	0	(786)	-	0	(786)	-	786	0	-
6400 Small equipment & tools	173	500	327	65%	20	(153)	-763%	2,085	2,000	(85)	-4%	266	(1,819)	-685%	6,085	6,000	-1%
6405 Safety/hazardous materials	0	0	0	-	9,966	9,966	100%	0	0	0	-	9,976	9,976	100%	0	0	-
6410 Signage	0	63	63	100%	0	0	-	132	250	118	47%	0	(132)	-	632	750	16%
6415 Clothing	0	425	425	100%	217	217	100%	105	1,700	1,595	94%	217	112	52%	3,505	5,100	31%
6420 Janitorial supplies	1,258	1,042	(216)	-21%	0	(1,258)	-	6,256	4,167	(2,089)	-50%	3,679	(2,577)	-70%	14,589	12,500	-17%
6425 Operational supplies	527	10,000	9,473	95%	133	(394)	-297%	5,385	40,000	34,615	87%	1,376	(4,009)	-291%	85,385	120,000	29%
6430 Equipment Rental	0	833	833	100%	0	0	-	0	3,333	3,333	100%	0	0	-	6,667	10,000	33%
6450 Fuel - Gas	1,260	1,167	(93)	-8%	753	(507)	-67%	2,767	4,667	1,900	41%	2,452	(315)	-13%	12,100	14,000	14%
6455 Fuel - Diesel	0	83	83	100%	0	0	-	249	333	84	25%	109	(140)	-128%	916	1,000	8%
6481 Propane - Retail	750	417	(333)	-80%	559	(191)	-34%	2,659	1,667	(993)	-60%	1,517	(1,143)	-75%	5,993	5,000	-20%
Total Operational Expense	3,967	14,529	10,562	73%	11,648	7,681	66%	19,639	58,117	38,478	66%	19,592	(47)	0%	135,872	174,350	22%
6500 Repairs & maintenance equipment	1,884	6,250	4,366	70%	641	(1,243)	-194%	13,736	25,000	11,264	45%	14,285	549	4%	63,736	75,000	15%
6505 Repairs & maintenance vehicles	1,268	1,694	427	25%	37	(1,231)	-3327%	1,394	6,777	5,383	79%	12,108	10,714	88%	14,949	20,332	26%
6510 Repairs & maintenance buildings	2,168	3,741	1,572	42%	452	(1,717)	-380%	6,289	14,963	8,674	58%	709	(5,580)	-787%	36,214	44,888	19%
6515 Repairs & maintenance land improvements	0	250	250	100%	0	0	-	189	1,000	811	81%	0	(189)	-	2,189	3,000	27%
6520 Repairs & maintenance docks	43	4,167	4,124	99%	0	(43)	-	2,676	16,667	13,991	84%	1,394	(1,282)	-92%	36,009	50,000	28%
6540 Marina dredging	0	0	0	-	0	0	-	0	0	0	-	29,260	29,260	100%	0	0	-
6575 Waterway Leases	0	2,917	2,917	100%	0	0	-	1,204	11,667	10,463	90%	1,169	(35)	-3%	24,537	35,000	30%
6580 Permits	0	475	475	100%	0	0	-	841	1,900	1,059	56%	5,216	4,375	84%	4,641	5,700	19%
Total Repair and Maintenance	5,363	19,493	14,131	72%	1,130	(4,233)	-375%	26,328	77,973	51,645	66%	64,141	37,812	59%	182,275	233,920	22%
Total Goods & Services	52,388	84,179	31,791	38%	57,522	5,134	9%	248,206	336,718	88,512	26%	260,548	12,342	5%	921,641	1,010,153	9%
Total Expenses	114,014	148,361	34,347	23%	126,873	12,859	10%	505,706	619,296	113,590	18%	551,668	45,962	8%	1,718,443	1,832,033	6%
Operating Results	90,795	30,577	60,218	197%	59,568	31,227	52%	482,173	306,990	175,183	57%	240,779	241,394	100%	583,003	407,820	43%
Other Income & Expenses																	
Other Income																	
4450 Lodging Tax	0	0	0	-	91	(91)	-100%	79	0	79	-	109	(30)	-28%	79	0	-
4650 Grants Received - MAP	0	0	0	-	0	0	-	0	5,175	(5,175)	-100%	0	0	-	0	5,175	-100%
4905 Other	0	0	0	-	0	0	-	450	0	450	-	45	405	900%	450	0	-
Total Other Income	0	0	0	-	91	(91)	-100%	529	5,175	(4,646)	-90%	154	375	243%	529	5,175	-90%
Other Expenses																	
Taxes & Misc Expenses																	
6720 Property Tax - Sublet Facilities	10,112	10,000	(112)	-1%	9,841.14	(270.95)	-3%	10,112	10,000	(112)	-1%	9,841	(271)	-3%	10,112	10,000.00	-1%
6755 Insurance Claims	4,158	0	(4,158)	-	0	(4,158)	-	4,158	0	(4,158)	-	0	(4,158)	-	4,158	0	-
Total Taxes & Misc Expenses	14,269.98	10,000.00	(4,269.98)	-43%	9,841	(4,429)	-45%	14,270	10,000.00	(4,270)	-43%	9,841	(4,429)	-45%	14,270	10,000.00	-43%

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

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					
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	290,261	290,261	0%
7010 Interest payment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	61,282	61,282	0%
7020 Principal repayment	752	756	3	0%	434	(318)	-73%	4,278	3,022	(1,256)	-42%	1,734	(2,544)	-147%	10,322	9,066	-14%
7025 Interest payment	52	48	(3)	-7%	17	(34)	-199%	458	194	(265)	-137%	71	(387)	-546%	846	581	-46%
8010 CIP Buildings	0	13,333	13,333	100%	0	0	-	0	53,333	53,333	100%	0	0	-	106,667	160,000	33%
8011 CIP Docks	0	8,583	8,583	100%	0	0	-	0	34,333	34,333	100%	0	0	-	68,667	103,000	33%
8020 CIP Machinery & Equipment	0	0	0	-	0	0	-	0	0	0	-	14,860	14,860	100%	0	0	-
Total Debt Services	804	22,721	21,917	96%	451	(353)	-78%	4,736	90,882	86,146	95%	16,665	11,929	72%	538,044	624,190	14%
Total Other Expenses	15,074	32,721	17,647	54%	10,292	(4,782)	-46%	19,006	100,882	81,876	81%	26,506	7,500	28%	552,314	634,190	13%
Net Other Income	(15,074)	(32,721)	17,647	-54%	(10,201)	(4,873)	48%	(18,477)	(95,707)	77,230	-81%	(26,352)	7,875	-30%	(551,785)	(629,015)	-12%
Net Result	75,721	(2,144)	77,865	-3632%	49,367	26,354	53%	463,696	211,283	252,413	119%	214,427	249,269	116%	31,218	(221,195)	-114%

Financial Report - Actual vs. Budget
For Period Ending Oct 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					
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Jul 2021 - Jun 2022					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Prior FYTD vs Current FYTD Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4290 Other	21,536	21,794	(258)	-1%	0	21,536	-	82,015	87,174	(5,160)	-6%	5,739	76,276	1329%	256,363	261,523	-2%
Total Operating Income	21,536	21,794	(258)	-1%	0	21,536	-	82,015	87,174	(5,160)	-6%	5,739	76,276	1329%	256,363	261,523	-2%
Expenses																	
Personnel Services																	
5005 Salaries	0	1,490	1,490	100%	10,295	10,295	100%	55	6,709	6,655	99%	21,270	21,215	100%	12,725	19,380	34%
5010 Other compensation	0	0	0	-	0	0	-	0	0	0	-	(9)	(9)	100%	0	0	-
5015 Overtime	0	0	0	-	584	584	100%	0	0	0	-	609	609	100%	0	0	-
Total Compensation	0	1,490	1,490	100%	10,879	10,879	100%	55	6,709	6,655	99%	21,870	21,815	100%	12,725	19,380	34%
5100 Federal Payroll taxes	0	114	114	100%	825	825	100%	4	513	510	99%	1,619	1,615	100%	973	1,483	34%
5105 State Payroll taxes	0	0	0	-	5	5	100%	0	0	(0)	-	9	9	100%	0	0	-
5110 Unemployment Insurance	0	42	42	100%	119	119	100%	1	188	187	99%	353	352	100%	356	543	34%
5115 Workers compensation	0	54	54	100%	0	0	-	0	241	241	100%	0	0	-	455	696	35%
Total Payroll Taxes	0	209	209	100%	948	948	100%	5	942	937	99%	1,981	1,976	100%	1,785	2,722	34%
5200 Medical insurance	0	507	507	100%	0	0	-	14	2,284	2,270	99%	0	(14)	-	4,328	6,598	34%
5205 Dental insurance	0	41	41	100%	0	0	-	0	185	185	100%	0	0	-	350	535	35%
5215 Term life insurance	0	3	3	100%	0	0	-	0	15	15	99%	0	(0)	-	29	44	34%
5220 Long Term Disability insurance	0	9	9	100%	0	0	-	0	41	41	99%	0	(0)	-	77	118	34%
5225 PERS Employee Contributions	0	352	352	100%	3,806	3,806	100%	12	1,587	1,575	99%	5,372	5,361	100%	3,008	4,583	34%
5230 PERS Employer Contributions	0	89	89	100%	1,059	1,059	100%	3	403	399	99%	1,491	1,488	100%	764	1,163	34%
Total Insured Benefits	0	1,003	1,003	100%	4,865	4,865	100%	29	4,515	4,486	99%	6,864	6,835	100%	8,555	13,041	34%
Total Personnel Services	0	2,702	2,702	100%	16,692	16,692	100%	89	12,166	12,077	99%	30,715	30,626	100%	23,066	35,143	34%
Goods & Services																	
6005 Seminars & training	0	417	417	100%	0	0	-	0	1,667	1,667	100%	0	0	-	3,333	5,000	33%
Total Staff Training	0	417	417	100%	0	0	-	0	1,667	1,667	100%	0	0	-	3,333	5,000	33%
6030 Travel - Per Diem & mileage reimbursement	0	167	167	100%	0	0	-	0	667	667	100%	0	0	-	1,333	2,000	33%
Total Travel & Entertainment	0	167	167	100%	0	0	-	0	667	667	100%	0	0	-	1,333	2,000	33%
6050 Office supplies	0	42	42	100%	0	0	-	0	167	167	100%	0	0	-	333	500	33%
Total Office Expense	0	42	42	100%	0	0	-	0	167	167	100%	0	0	-	333	500	33%
6105 Telephone - mobile	0	0	0	-	105	105	100%	0	0	0	-	160	160	100%	0	0	-
Total Utilities	0	0	0	-	105	105	100%	0	0	0	-	160	160	100%	0	0	-
6250 Legal services	0	2,083	2,083	100%	0	0	-	0	8,333	8,333	100%	0	0	-	16,667	25,000	33%
6255 Auditing	0	833	833	100%	0	0	-	0	3,333	3,333	100%	0	0	-	6,667	10,000	33%
6290 Commercial insurance	4,477	4,477	(0)	0%	4,540	63	1%	17,909	17,909	(0)	0%	18,162	253	1%	53,727	53,727	0%
Total Professional Services	4,477	7,394	2,917	39%	4,540	63	1%	17,909	29,576	11,667	39%	18,162	253	1%	77,060	88,727	13%
6400 Small equipment & tools	0	0	0	-	0	0	-	214	0	(214)	-	0	(214)	-	214	0	-

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

amounts in \$US dollars

Fund: Dredge Fund

Department: Dredge Ops

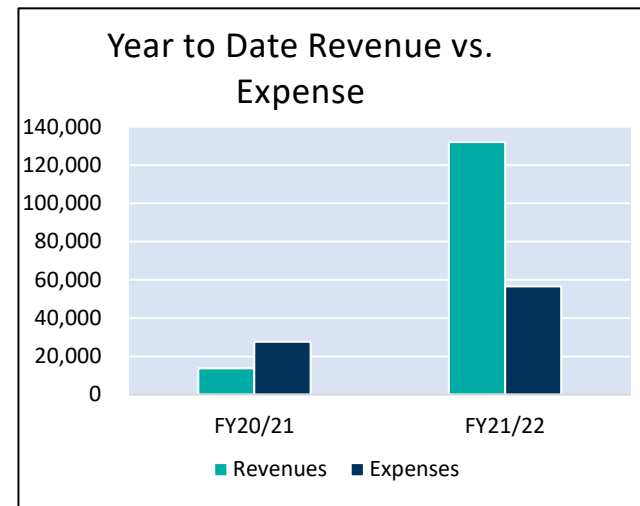
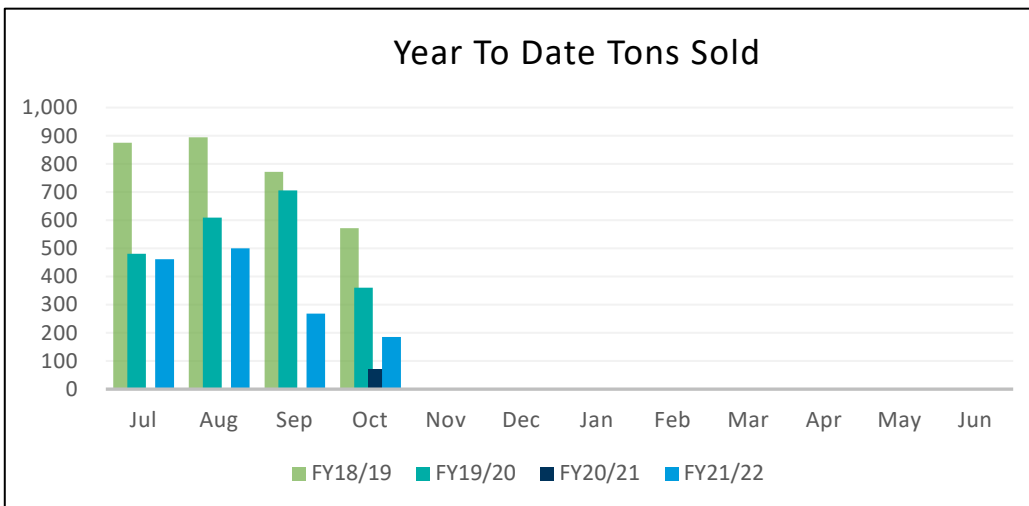
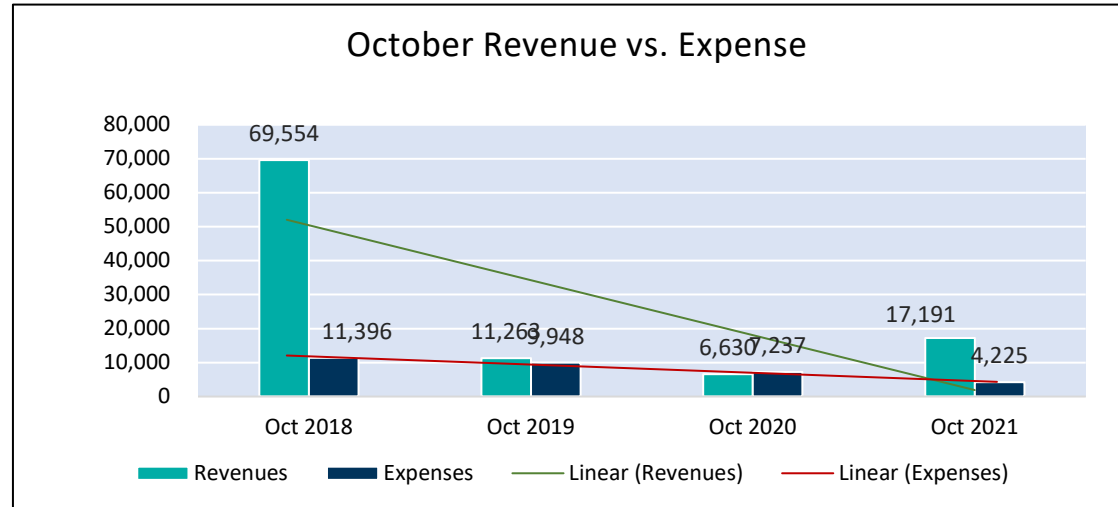
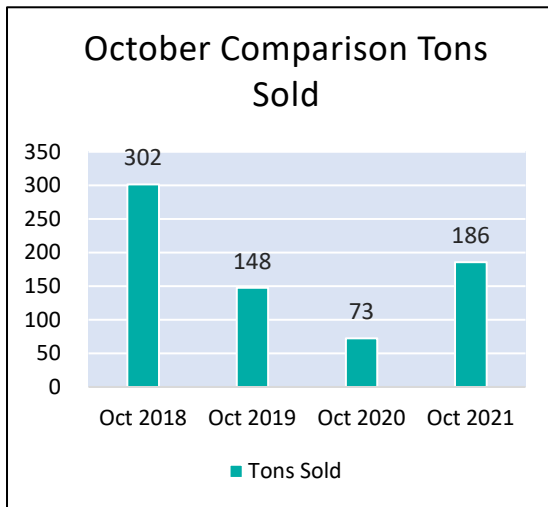
Location: All

Budget: Adopted



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Oct 2021				Oct 2020			Jul 2021 - Oct 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6425 Operational supplies	0	4,167	4,167	100%	2,085	2,085	100%	0	16,667	16,667	100%	6,601	6,601	100%	33,333	50,000	33%
6430 Equipment Rental	0	0	0	-	135	135	100%	0	0	0	-	5,104	5,104	100%	0	0	-
6450 Fuel - Gas	0	0	0	-	39	39	100%	0	0	0	-	773	773	100%	0	0	-
6455 Fuel - Diesel	0	0	0	-	820	820	100%	0	0	0	-	820	820	100%	0	0	-
Total Operational Expense	0	4,167	4,167	100%	3,079	3,079	100%	214	16,667	16,453	99%	13,297	13,084	98%	33,547	50,000	33%
6500 Repairs & maintenance equipment	0	5,417	5,417	100%	279	279	100%	0	21,667	21,667	100%	15,726	15,726	100%	43,333	65,000	33%
6505 Repairs & maintenance vehicles	21,536	1,250	(20,286)	-1623%	1,240	(20,296)	-1637%	81,681	5,000	(76,681)	-1534%	4,047	(77,633)	-1918%	91,681	15,000	-511%
6540 Marina dredging	0	0	0	-	4,486	4,486	100%	0	0	0	-	4,486	4,486	100%	0	0	-
Total Repair and Maintenance	21,536	6,667	(14,869)	-223%	6,006	(15,530)	-259%	81,681	26,667	(55,014)	-206%	24,260	(57,421)	-237%	135,014	80,000	-69%
Total Goods & Services	26,013	18,852	(7,161)	-38%	13,730	(12,284)	-89%	99,804	75,409	(24,395)	-32%	55,879	(43,924)	-79%	250,622	226,227	-11%
Total Expenses	26,013	21,555	(4,459)	-21%	30,422	4,409	14%	99,893	87,576	(12,318)	-14%	86,594	(13,299)	-15%	273,688	261,370	-5%
Operating Results	(4,477)	239	(4,716)	-1975%	(30,422)	25,945	-85%	(17,878)	(401)	(17,477)	4356%	(80,856)	62,977	-78%	(17,324)	153	-11423%
Other Income & Expenses																	
Other Income																	
4505 Interest - Bank	570	0	570	-	0	570	-	1,058	0	1,058	-	0	1,058	-	1,058	0	-
Total Other Income	570	0	570	-	0	570	-	1,058	0	1,058	-	0	1,058	-	1,058	0	-
Net Other Income	570	0	570	-	0	570	-	1,058	0	1,058	-	0	1,058	-	1,058	0	-
Net Result	(3,908)	239	(4,147)	-1736%	(30,422)	26,514	-87%	(16,820)	(401)	(16,419)	4093%	(80,856)	64,035	-79%	(16,266)	153	-10731%

	Current Period	Same Month Prior Years			Year to Date	Prior FYTD vs Current FYTD		
	Oct 2021	Oct 2020	Oct 2019	Oct 2018	FY21/22	Last FY	\$ Diff	% Diff
Tons Sold	186	73	148	302	1,415	142	(1,273)	896.48%
Total Revenues	17,191	6,630	11,263	69,554	131,943	13,816	(118,127)	855.00%
Total Expenses	4,225	7,237	9,948	11,396	56,510	27,561	(28,949)	105.04%
Net Result	12,966	(608)	1,315	11,685	75,433	(13,745)	(89,178)	-648.81%



Financial Report - Actual vs. Budget
For Period Ending Oct 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					
	Oct 2021				Oct 2020			Jul 2021 - Oct 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																	
4010 Property Agreements	37,472	27,696	9,777	35%	32,444	5,028	15%	109,136	85,117	24,019	28%	99,711	9,425	9%	268,019	244,000	10%
4235 Customer Discounts	0	0	0	-	0	0	-	0	0	0	-	(3,950)	3,950	-100%	0	0	-
4260 Rail Operations Revenue	28,641	40,269	(11,628)	-29%	21,961	6,680	30%	113,529	133,291	(19,762)	-15%	90,307	23,222	26%	402,272	422,034	-5%
4265 Rail Surcharges	33,827	47,161	(13,334)	-28%	27,159	6,668	25%	132,763	155,747	(22,984)	-15%	108,721	24,042	22%	468,511	491,495	-5%
4290 Other	0	0	0	-	0	0	-	0	0	0	-	0	0	-	786,453	786,453	0%
Total Operating Income	99,940	115,126	(15,186)	-13%	81,564	18,376	23%	355,428	374,155	(18,728)	-5%	294,789	60,639	21%	1,925,254	1,943,982	-1%
Expenses																	
Personnel Services																	
Goods & Services																	
6260 Consulting services	0	8,750	8,750	100%	0	0	-	8,166	35,000	26,834	77%	250	(7,916)	-3166%	78,166	105,000	26%
6270 Contracted Services	0	0	0	-	18	18	100%	0	0	0	-	18	18	100%	0	0	-
6290 Commercial insurance	3,414	3,039	(375)	-12%	1,175	(2,240)	-191%	12,900	12,157	(743)	-6%	10,495	(2,406)	-23%	37,215	36,472	-2%
Total Professional Services	3,414	11,789	8,375	71%	1,192	(2,222)	-186%	21,066	47,157	26,091	55%	10,762	(10,304)	-96%	115,381	141,472	18%
6410 Signage	0	667	667	100%	0	0	-	0	2,667	2,667	100%	0	0	-	5,333	8,000	33%
Total Operational Expense	0	667	667	100%	0	0	-	0	2,667	2,667	100%	0	0	-	5,333	8,000	33%
6505 Repairs & maintenance vehicles	0	0	0	-	143	143	100%	830	0	(830)	-	143	(687)	-479%	830	0	-
Total Repair and Maintenance	0	342	342	100%	143	143	100%	830	1,367	537	39%	143	(687)	-479%	3,563	4,100	13%
Total Goods & Services	3,414	12,798	9,383	73%	1,335	(2,079)	-156%	21,896	51,191	29,295	57%	10,905	(10,991)	-101%	124,277	153,572	19%
Total Expenses	3,414	12,798	9,383	73%	1,335	(2,079)	-156%	21,896	51,191	29,295	57%	10,905	(10,991)	-101%	124,277	153,572	19%
Operating Results	96,526	102,328	(5,802)	-6%	80,229	16,297	20%	333,532	322,965	10,567	3%	283,883	49,648	17%	1,800,977	1,790,410	1%
Other Income & Expenses																	
Other Income																	
4480 Tax Credits	0	0	0	-	0	0	-	122,482	0	122,482	-	0	122,482	-	842,482	720,000	17%
4915 Insurance Reimbursement	0	0	0	-	0	0	-	767	0	767	-	0	767	-	767	0	-
Total Other Income	0	0	0	-	0	0	-	123,249	0	123,249	-	0	123,249	-	843,249	720,000	17%
Other Expenses																	
6755 Insurance Claims	145	0	(145)	-	0	(145)	-	16,674	0	(16,674)	-	0	(16,674)	-	16,674	0	-
Total Taxes & Misc Expenses	145	0	(145)	-	0	(145)	-	16,674	0	(16,674)	-	0	(16,674)	-	16,674	0	-
Debt Services																	
7005 Principal repayment	0	32,480	32,480	100%	0	0	-	0	129,918	129,918	100%	0	0	-	259,836	389,754	33%
7010 Interest payment	0	24,316	24,316	100%	0	0	-	0	97,265	97,265	100%	0	0	-	194,529	291,794	33%
7020 Principal repayment - Vehicles	1,046	1,047	1	0%	1,042	(4)	0%	4,183	4,188	5	0%	4,167	(16)	0%	12,559	12,564	0%
7025 Interest payment - Vehicles	13	12	(1)	-7%	17	4	23%	54	49	(5)	-11%	70	16	23%	151	146	-4%
8013 CIP Construction Bridges	358,790	66,667	(292,123)	-438%	0	(358,790)	-	850,570	266,667	(583,903)	-219%	0	(850,570)	-	1,383,903	800,000	-73%
8016 CIP Construction Track	0	8,333	8,333	100%	0	0	-	0	33,333	33,333	100%	0	0	-	66,667	100,000	33%
8020 CIP Machinery & Equipment	0	0	0	-	0	0	-	19,345	0	(19,345)	-	45,048	25,703	57%	19,345	0	-
8025 CIP Mobile Equipment	0	0	0	-	25,000	25,000	100%	0	0	0	-	25,000	25,000	100%	0	0	-
Total Debt Services	359,849	132,855	(226,994)	-171%	26,059	(333,790)	-1281%	874,152	531,419	(342,732)	-64%	74,285	(799,867)	-1077%	1,936,990	1,594,258	-21%
Total Other Expenses	359,995	132,855	(227,140)	-171%	26,059	(333,935)	-1281%	890,825	531,419	(359,406)	-68%	74,285	(816,540)	-1099%	1,953,664	1,594,258	-23%
Net Other Income	(359,995)	(132,855)	(227,140)	171%	(26,059)	(333,935)	1281%	(767,576)	(531,419)	(236,157)	44%	(74,285)	(693,291)	933%	(1,110,415)	(874,258)	27%
Net Result	(263,469)	(30,527)	(232,942)	763%	54,169	(317,638)	-586%	(434,044)	(208,455)	(225,590)	108%	209,598	(643,642)	-307%	690,562	916,152	-25%



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

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

DATE: December 7, 2021

SUBJECT: Commercial/External Affairs/Marketing Management Report

Commercial:

Staff continue to work with a number of inquiries interested in siting facilities within the Coos Bay Harbor, coordinating with the Union Pacific as appropriate to facilitate relationships and generate pricing quotes.

Staff are working to develop a marine tariff as the Port continues to work toward an executed contract with NorthPoint Development to develop a container terminal on the North Spit, and acquisition of Terminal 1. Staff have reviewed other existing tariffs throughout the West Coast and Canada to develop appropriate pricing and document structure and have also coordinated with tariff managers at other Ports for guidance.

Staff are working to establish pricing structures for Terminal 1 as a component of the larger due diligence process.

Port Property:

Monthly Commercial lease revenue for the month of November 2021 was up 43.1% from November of 2020. This increase is due in part to the new lease revenues being generated from the Hub building leases, as well as an increase in the properties rented out in the Charleston Marina Complex over last year.

Vacant Port owned properties include the Fishermen's Wharf and the two small office spaces adjacent to the Charleston Post Office, as well as 147 S. Broadway in the Hub building. Staff are working to actively market this space to find a new tenant. Six inquiries have been made and the building has been shown once. Staff also received one inquiry regarding the small offices adjacent to the Charleston Post Office.

Marketing, Media, and Outreach:

Staff presented an update on various Port projects to the Regional Solutions Team.

Staff are compiling information for a media request from Pacific Maritime Magazine regarding current Port projects.

The Top post on the Port's Facebook page this month was: "The CBRL is seeing continued growth and increased rail volumes. From the last two quarters of 2020 to the first two quarters of 2021, rail volume increased by 20.5%! We will continue upgrading our infrastructure to meet the demand of tomorrow." This post received 45 likes and was shared 9 times.

The Charleston Marina's Facebook page top post for the month was: "It's a cool, crisp Fall afternoon at the Charleston Marina complex! From boating to fishing, RV'ing or clamming, it's all right here!" This post reached 756 people and received 74 reactions, comments, and shares.

The Port's LinkedIn page gained 18 new followers, received over 5,000 post impressions and 38 unique visitors. The top post of the past month was: "Today marks the third anniversary of the Port bringing operation of the rail line in house! Although the Port has owned the line for over a decade, rail service was previously contracted with a third party operator. Since the Port took operation of the line in house three years ago, the run time between Coos Bay and the UP yard in Eugene has decreased by almost two hours! We will keep making incremental improvements to our infrastructure to ensure that businesses in the region have access to safe, reliable, and affordable freight rail service." This post received 42 likes and 1,894 organic impressions.

Legislative/Advocacy Work:

Governor Brown announced that another Special Session will take place December 13, 2021. The primary focus of this session is to expand the ban on residential evictions.

EA/BD staff assisted in the finalization of the CRISI grant application to support railroad improvements.

Staff are continuing to work with Markee & Associates, the West Coast Seafood Processors Association, as well as seafood processors with a local presence to discuss ways the Port may assist in facilitation surrounding the 900J DEQ permit.

Staff are participating in weekly meetings with the Northwest Marine Terminal Association to discuss Marine Terminal Operator status correspondence received from the Federal Maritime Administration.

Staff participated in the OPPA Quarterly Business Meeting.

EA/BD Staff and CEO John Burns met with Speaker Kotek to discuss the importance of the Channel Modification project prior to the beginning of the upcoming Short Session scheduled to begin February 1, 2022.

Industry Articles:

Hellenic Shipping News: [Labor Talks to Start in 2022 at Congested West Coast Ports](#)

Hellenic Shipping News: [Shipping Stocks Jump in Asia as Omicron Variant Threatens Supply Chains](#)

Freight Waves: [Seattle Port Operator Tackles Congestion with New Container Storage Fee](#)

Freight Waves: [Ships in California Logjam Now Stuck Off Mexico, Taiwan and Japan](#)



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: December 7, 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, contracting and construction for all phases of the project. Updates for each phase are provided below:

Coal Bank Slough Bridge: Staff received notification from the contractor that the bridge will be taken out of service on December 13, 2021. This will be the first day of physical construction for the project. The contractor has 90 days to remove and construct the new bridge and place the bridge back into service.

Vaughn Viaduct: Port staff received written notice of approval from MARAD to proceed with the design and engineering of the alternative. The alternative will refurbish and reinforce the two existing support towers, and completely replace the superstructure. Engineers are working on Engineering and Design for the alternative.

Wildcat Creek Bridges: This will be the last phase of this project. Staff anticipates the bid solicitation will be released in early 2022. Engineers are wrapping up final drawings and plans and specifications.

Steel Swing Bridges: Staff is waiting for MARAD to approve the minor scope changes proposed for this project. We expect to hear something soon. Once approved, the ITB will be solicited.

Reedsport Swing Bridge:

Staff is working with engineers on a Dual Tone Multi Frequency (DTMF) design and installation to open and close the bridge remotely. This will allow the bridge to be opened and closed by the conductor. Current opening and closing the bridge requires a bridge tender. This system will add redundancy to the system.

PIDP Grant (Tie and Resurfacing Project):

Port staff is waiting for the final draft agreement from MARAD. During recent conversations with

MARAD, staff was informed that the PIDP grant agreements will be processed through grant solutions. This system streamlines the approval process significantly. As we understand it, once we receive the final document, it can be fully executed in 24 to 48 hours. The previous BUILD grant agreement took 2 to 3 months to receive final signatures and execution.

Safety and Security:

Staff received an estimate for the Hub Building security and monitoring system. This estimate was higher than expected, and staff is reviewing alternatives to move the project forward. The SDIS grant will match 50% of the costs, up to \$10,000. The system will include key access for doors, fire and flood monitoring, and cameras.

Dredging:

On December 3, 2021, the USACE reaffirmed its request for funds in the workplan to dredge up to one million cubic yards of material from RM 12-15, and to provide a clamshell contract for dredging maintenance within the Charleston channel. This will include the federal channel at the entrance of the marina.

North Jetty:

Due to the large discrepancy between the engineers estimate and appropriated funding for this project, the Corps continues to identify funds to cover this gap (34% increase). Phase 1 will extend the jetty head (approx. 125') and stabilize. The Corps has stated that if funds are not identified by the end of December 2021, the bids will expire, and require re-solicitation once funding is secured.

Former GP Site Property Purchase (Future Terminal 1):

Staff is full steam ahead working on necessary components of the due diligence period for the purchase of the former mill site. The Phase 1 Report will be completed the week of December 6th and reviewed by staff and legal counsel. We are also developing a security plan to ensure the property is effectively protected from unwanted guests and vandalism.

2022 State Short line Tax Credit:

Port Operations is working with the Rail Department to develop a list of projects for the 2022 tax credit application. As with previous years, the maximum tax credit the Port can receive by statute is approximately \$234,500. In 2020, the Port had a net receipt of \$115,133 following negotiated tax credit pricing and broker fees.



MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Brandon Collura, Harbormaster

DATE: December 7, 2021

SUBJECT: Charleston Operations Management Report

The Marina finished the month of November at 62% capacity. Of the 443 moorage slips, there were 160 annuals, 49 semi-annuals, 50 monthlies and 268 transients. Overall occupancy increased by 2%.

November ice volume sales totaled 26.5 tons. Total monthly sales were \$2,442.

The RV Park had 37% capacity in November. Out of 104 RV Park spaces, we had 25 new check-ins with total sales of \$19,999.

Maintenance Projects:

Marina: Dock work has begun along C dock to straighten and fix finger docks that have become unbalanced over time. New brackets, rods, and bumpers are installed where needed and will continue to be replaced over the next few months.

Four electric pedestals were also rebuilt over the period of November. Typical repairs include breakers, but some require re-wiring of the entire pedestal.

A commercial fishing vessel ran into the F dock gangway in mid-September. At the recommendation of a local structural engineering firm, only localized repairs are required to fix the damaged areas. The scope of work is inclusive of repairing broken welds, replacing tubular square aluminum and any other pieces where holes or dents were made. We are currently requesting quotes for repair work to be completed.

The floating ice dock was recently disconnected and inspected at the Shipyard. The damages have been fully assessed and a formal recommendation from the manufacturer is currently pending. The commercial fishing vessel that ran into the dock caused significant damages to both the cement and internal rods running throughout the cement pod.

Point Adams Building: A custom steel beam bracket was installed the last week of November. This infrastructure upgrade will ensure continued use of this Port facility.



Old Bracket



New Bracket

RV Park: Electric pedestals are being replaced throughout the RV park now that the season has slowed. Approximately six pedestals were replaced in November.

Yurt A had a large portion of siding come off during several storms with strong winds. A quote has been obtained from the original manufacturer and will be replaced in early December.

Marina Office: Two ticket style pass through windows have been ordered for installation in the marina office. They should ship in December with the project slated to begin in late December or early January.

Capital Projects:

The Maintenance Shop Roof replacement project bid opening took place on November 16. Discussions have taken place multiple times since regarding the winning bid, scope of work to be completed, and the budgeted amount for the project. Various options are being discussed to target the most important areas to fix as the winning bid came in higher than the budgeted amount for the project.



MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Rich Lopez, General Manager

DATE: December 7, 2021

SUBJECT: Railroad Department Management Report

As 2021 ends, we look toward the future in 2022 and beyond. CBRL has added a few new members to the team this year. They all have settled in and adopted the vision of what the Coos Bay Rail Line strives to be. The CBRL's future is developing into the vision that was The Port's when the rail line was purchased. The team is at the ready for whatever 2022 brings their way.

Operations:

CBRL Carloads:

November = 537 Prior Month = 524 Prior Year November = 349
2021/22 Forecasted Monthly Average 683 missed by 146 carloads.

Coos Bay Rail Line started the month of November off with a true test to the team. The North Bend Swing Span drive motor went out and would not allow the bridge to completely open back to dolphin position. The CBRL/OIPCB team jointly worked the situation to find best repair options. The use of a tugboat to open and close the bridge was coordinated by the team to assure customers on the North Bend/Coos Bay side had service. The team worked with an electric motor repair shop in the valley to rebuild the motor and have it back to Coos Bay with quick turnaround. The CBRL MOW team was at the ready for removal of the motor and replaced with rebuilt and tested. The due diligence of the entire team and the assistance of the tug crew and the motor crew had the bridge repairs completed and back operating in four days with no service interruptions to traffic. The USCG did however fine the Port/Rail \$2,000 due to failure to open the bridge to river traffic. The Port/Rail will be contesting the fine as the Port/Rail attempted to achieve a solution to address the turning of the bridge in an urgent and expeditious manner.

November's weather continued to hinder the line with fallen trees and rockslides causing some delays to train traffic and service. The train crews were able to end the month back on track and were able to provide one customer with two extra switches.

The Car Usage Program that the team developed to help with car hire has seen its best month in the rail line's history. The amount being \$1,022.84. The program is designed to have cars worked for car repair, spotted at customers for loading and set back to interchange in as few days as possible. This program is maintained by all train crews that the oldest online cars are being used first.

Mechanical (Car and Locomotive):

The Mechanical Car department remained focused on inspection of cars for FRA defects as well as consumable repairs or replacement on cars. The Carmen are also working with Roseburg Forest Products to assure the fleet of Chip Gondolas are in compliance for the online moves along the CBRL.

Locomotive maintenance has kept Mr. Teeters busy this month. He completed the reassembling of the 1869 traction motor replacement, and responded to multiple online repairs that were reported by the train crews. Mr. Teeters also made sure the CBRL remained in compliance with the locomotive periodic inspections that were due.

Maintenance of Way (MOW):

The MOW team stayed busy this month with multiple fallen trees, a rockslide, and their weekly track inspections. The team also made repairs to 13 joints along the line with the addition of new ties at these locations. The team also had a compliance visit by FRA Track Inspector Brian Alteiro. The team and Mr. Alteiro ran the entire line inspecting for defect violations, none reported, as well as looking to the future of the line and the work that would be needed to bring the track to a Class 2 standard. The team always receives valuable information from Mr. Alteiro in how to improve the track structure and continue to make improvements.

ODOT/FRA:

CBRL had one on site visit by FRA Track Inspector Brian Altiero. No violations to report.

Coos Bay Rail Line:

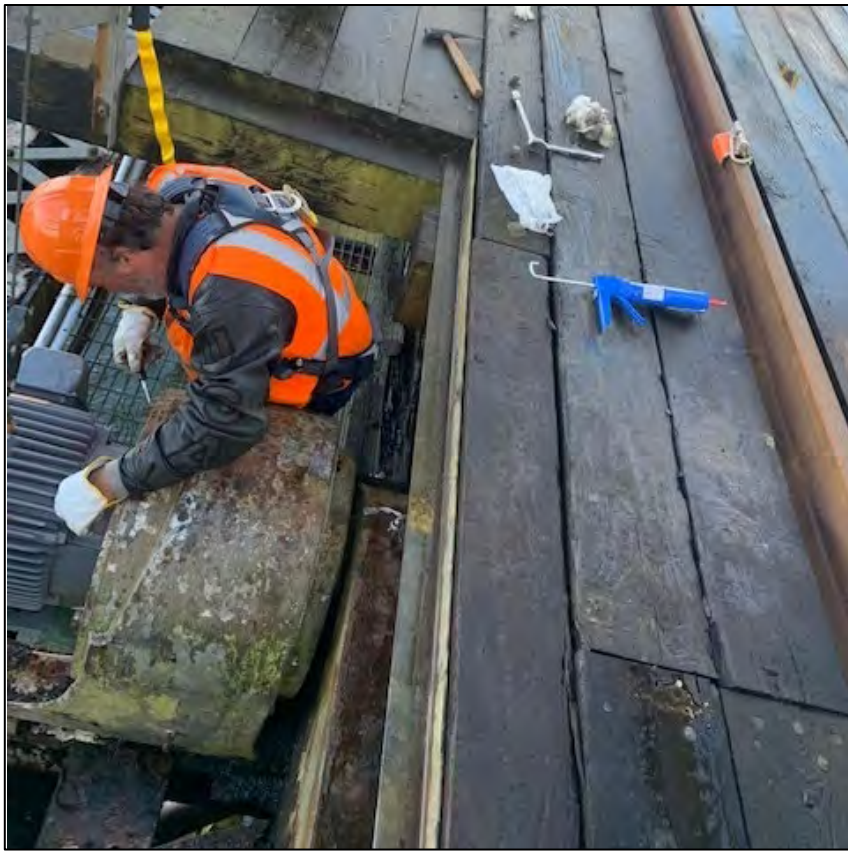
As of December 1, 2021, the CBRL is 803 days' injury free. The CBRL had 0 incidents in November. Currently, CBRL has 20 employees and 6 locomotives on property.

Rail Projects:

Coal Bank Slough Project has a start date of December 13, 2021.



Rockslide at MP 714



Al French (MOW Track Supervisor) working on North Bend Bridge motor change out.



Seneca Sawmill

Action Items

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

DATE: December 7, 2021

PROJECT TITLE: Fiscal Year-End June 30, 2021 Financial Report

ACTION REQUESTED: Approval of the annual financial report for Fiscal Year 2020/2021

BACKGROUND:

Moss Adams has completed the annual financial report on behalf of the Oregon International Port of Coos Bay for fiscal year ending June 30, 2021.

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, or any instances of non-compliance to the general-purpose financial statements.

Ms. Amanda McCleary-Moore of Moss Adams will attend this Commission meeting to present the audit. A copy of the audit has been provided to Commissioners for review.

RECOMMENDED MOTION:

Approve the annual financial report for Fiscal Year 2020/2021.

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

DATE: December 7, 2021

PROJECT TITLE: 2021Res07: Approval of Loan Agreement with the Business Oregon Infrastructure Finance Authority (IFA) for a \$10,083,00 loan to support the Terminal Purchase

ACTION REQUESTED: Approval of Resolution 2021Res07 entering into a financing contract with the Oregon Infrastructure Finance Authority

BACKGROUND:

The Port entered into a Purchase and Sale Agreement for the former GP facility on October 25. The Port is currently in the due diligence period, which is set to expire on December 24. During this time, the Port is conducting an appraisal and a Phase I environmental assessment. Pending the results of the Phase I, it will be determined if a Phase II is necessary. The Port plans to close on the property no later than December 31, 2021. After closing, the Port will proceed with engineering, any necessary additional environmental work, and construction. The total project cost is estimated to be \$14,525,000 with a bond issuance fee of \$83,000 for a total overall cost of \$14,608,000.

Project	IFA Loan	Other Sources	Total
Land Acquisition	8,250,000	-	\$ 8,250,000
Environmental	250,000	-	\$ 250,000
Legal	-	25,000	\$ 25,000
Engineering/Architecture	250,000	-	\$ 250,000
Construction	-	4,500,000	\$ 4,500,000
Construction Contingency	1,250,000	-	\$ 1,250,000
Project Subtotal	10,000,000	4,525,000	\$14,525,000
Bond Issuance Fee	83,000	-	\$ 83,000
Total Costs	10,083,000	4,525,000	\$14,608,000

To finance the purchase of the property, the Port is seeking financing in the amount of ten million dollars from Business Oregon Infrastructure Financing Authority Special Public Works Fund. The funds will be used to acquire the facility, complete engineering, environmental work, and construction contingency. Four million dollars of the loan will be repaid in the short-term using ARPA funds awarded to the Port from Senator Anderson and Representative Wright. The \$4.5 million needed to complete the construction will be federal dollars thanks to Representative DeFazio.

The application was brought before Business Oregon’s Infrastructure Financing Authority commission and approved on December 3, 2021. After approval, Business Oregon has begun drafting the contract. Once complete the contract will be reviewed by Port legal counsel prior to execution by the Port CEO.

RECOMMENDED MOTION:

Approve resolution 2021Res07 authorizing the Oregon International Port of Coos Bay to enter into a loan agreement with Business Oregon Infrastructure Finance Authority (IFA) for a \$10,083,00 loan pending preparation of the final agreement by IFA and review by Port legal counsel.

RESOLUTION 2021Res07

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
OREGON INTERNATIONAL PORT OF COOS BAY**

**AUTHORIZING A LOAN FROM THE SPECIAL PUBLIC WORKS FUND
BY ENTERING INTO AN INTERIM FINANCING CONTRACT
WITH THE OREGON INFRASTRUCTURE FINANCE AUTHORITY**

The Board of Commissioners (the “Governing Body”) of the Oregon International Port of Coos Bay (the “Recipient”) finds:

WHEREAS, The Recipient is a “municipality” within the meaning of Oregon Revised Statutes 285B.410(9); and

WHEREAS, Oregon Revised Statutes 285B.410 through 285B.479 (the “Act”) authorize any municipality to file an application with the Oregon Infrastructure Finance Authority of the Business Development Department (“the IFA”) to obtain financial assistance from the Special Public Works Fund; and

WHEREAS, the Recipient has filed an application with the IFA to obtain financial assistance for a “development project” within the meaning of the Act; and

WHEREAS, the IFA has approved the Recipient’s application for financial assistance from the Special Public Works Fund pursuant to the Act; and

WHEREAS, the Recipient is required, as a prerequisite to the receipt of financial assistance from the IFA, to enter into an Interim Financing Contract with the IFA. The Interim Financing Contract is contemplated to be refinanced in a future Oregon Bond Bank sale of bonds, but may be paid from any source; and

WHEREAS, the project described in Exhibit A to the Interim Financing Contract (the “Project”) is a “development project” within the meaning of the Act which is needed by, and is in the public interest of the Recipient; and

WHEREAS, Notice relating to the Recipient’s consideration of the adoption of this Resolution was published in full accordance with the Recipient’s charter and laws for public notification, and

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Oregon International Port of Coos Bay as follows:

1. Financing Loan Authorized. The Port Commission authorizes the Chief Executive Officer to execute the Interim Financing Contract and such other documents as may be required to obtain financial assistance including a loan from the IFA on the condition that the principal amount of the loan from the IFA to the Recipient is not in excess of \$10,083,000 and the interest rate is 0.55% per annum, with the maturity date of the loan at approximately three years. The proceeds of the loan from the IFA shall be applied solely to the “Costs of the Project” as such term is defined in the Interim Financing Contract.

2. Security. Amounts payable by the Recipient shall be payable from the sources described in section 4 of the Interim Financing Contract and the Oregon Revised Statutes Section 285B.437(3) which include:

- (a) Amounts withheld under ORS 285B.449 (1);
- (b) The general fund of the Recipient; or
- (c) Any other source.

3. Additional Documents. The Chief Executive Officer is hereby authorized to enter into any agreements and to execute any documents or certificates which may be required to obtain financial assistance from the IFA for the Project pursuant to the Financing Documents.

APPROVED AND ADOPTED, by the Board of Commissioners of the Oregon International Port of Coos Bay this 14th day of December 2021.

David Kronsteiner, President

Eric Farm, Vice President

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

DATE: December 7, 2021

PROJECT TITLE: Closing of Property Purchase Transaction

ACTION REQUESTED: Commission Approval to Close the Property Transaction as Contemplated within the Purchase and Sale Agreement

BACKGROUND:

Per the Purchase and Sale Agreement between the Oregon International Port of Coos Bay and Coos Bay, LLC for the purchase of the property formerly known as the Georgia-Pacific Mill Site, one of the Conditions to Closing is for the Port to receive approval from the Board of Commissioners to close the transaction.

Other Conditions to Closing include:

A. Performance of Obligation and Accuracy of Representations and Warranties

- There are currently no concerns of the seller's performance or accuracy of their obligations under the agreement.

B. No Material Changes to the Property

- There are currently no known unwarranted adverse changes in the physical condition of the property.

C. Title Insurance

- The title company is prepared to issue the title insurance policy referencing only the Permitted Exceptions.

D. Payment by Seller of Existing Indebtedness

- There are currently no known existing financing or monetary liens or encumbrances on the property.

E. Removal of Exceptions

- The Preliminary Title Report has been received, is being reviewed by Port Staff and Legal Counsel, and any disapproved items will be removed within two days before closing.

F. Phase I Environmental Survey

- A satisfactory Phase I Environmental Assessment for the property has been completed.

G. (Board Approval)

H. Financing

- A motion to approve a loan agreement with the Business Oregon Infrastructure Finance Authority (IFA) is scheduled at this Commission Meeting, preceding this action request.

The expected closing date of the property transaction is by December 31, 2021.

RECOMMENDED MOTION:

Approve the close of the transaction to purchase the property formerly known as the Georgia-Pacific Mill Site, as contemplated within the Purchase and Sale Agreement between the Oregon International Port of Coos Bay and Coos Bay, LLC.

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

DATE: December 7, 2021

PROJECT TITLE: 2021Res08: Port of Coos Bay Rate Schedule

ACTION REQUESTED: Approve Resolution 2021Res08 Revising the Port of Coos Bay Rate Schedule

BACKGROUND:

Included in the packet following this backgrounder is the proposed Port of Coos Bay Rate Schedule (previously known as the Charleston Marina Rate Schedule). The Rate Schedule has been revised and updated to include all fees obtained by the Port of Coos Bay, and is thus being renamed as the Port of Coos Bay Rate Schedule.

- Items in blue are currently established fees that have not been included in the published Rate Schedule.
- Items in red are newly added line items and proposed fees.
- Items with a ~~strike through~~ and highlighted yellow are changes to the existing fees (found in RV Park Rates and Railroad Property Access and Occupancy Fees).

Major revisions or additions to the Rate Schedule are outlined below:

Charleston Marina RV Park

As part of the annual budget process, the Marina Complex rates are reviewed each year and may be adjusted by the Consumer Price Index (CPI) and/or by market analysis. Each year staff surveys the rates and schedules of comparable facilities for comparisons.

RV Park rates are evaluated in December of each year to better serve our summer customers. This ensures that our long-term summer customers do not experience an unknown rate adjustment mid-season.

Port Staff compared similar RV Parks in the region and found the Port’s daily, weekly and monthly rates continue to be below the market average. Port Staff recommends a rate adjustment of 5% per category based on market analysis, capital improvement projects, and overall maintenance needs.

The proposed changes are set forth in the table below (these rates do not include the 1.5% Lodging Tax and 2% Visitor Fee):

Rate Type	2021 Rates	Recommended for 2022
Daily - Back In	\$40.00 reg. / \$42.00 deluxe	\$42.00 reg. / \$44.10 deluxe
Daily - Pull Thru	\$45.00	\$47.25
Weekly - Back In	\$221.00 reg. / \$235.00 deluxe	\$232.05 reg. / \$246.75 deluxe
Weekly - Pull Thru	\$248.00	\$260.40
Monthly - Back In	\$590.00 reg. / \$624.00 deluxe	\$619.50 reg. / \$655.20 deluxe
Monthly - Pull Thru	\$657.00	\$689.85
Yurts - Daily	\$57.00	\$59.85
Yurts - Weekly	\$268.00	\$281.40

In addition:

- A “6 month stay limit in a 12 month period” statement was added to monthly stays. Although this is an existing rule within the RV Park, the regulation needed to be reiterated.
- RV Dry Storage was removed as it is not a utilized service.
- Propane was added to the Rate Schedule. The price of propane varies on the price at time of delivery.

Charleston Marina Administrative Services

The Charleston Marina Administrative Services fees added to the Rate Schedule are established fees as outlined in Ordinance 143 and/or adopted by previous resolutions.

General Administrative Services

The General Administrative Services fees added to the Rate Schedule are established fees adopted by previous resolutions.

Railroad Property Access and Occupancy Fees

The previous rate schedule was approved by resolution in May 2017. Research was conducted based on the existing 2017 rate schedule and prior rate schedules from 2010 and 2011, as well as a sample review of existing lease agreements and pricing structures of other railroads. Many of the fees remain unchanged from 2017. A standard 3% CPI increase has been added for all new annual agreements.

The actual format of the Rate Schedule is subject to change.

Pursuant to Port Policy, the Rate Schedule must be modified by resolution of the Port Commission. Upon Commission approval of the resolution, the revised Port of Coos Bay 2021/22 Rate Schedule will be republished with an effective date of January 1, 2022.

RECOMMENDED MOTION:

Approve Resolution 2021Res08 revising the 2021/22 Port of Coos Bay Rate Schedule effective January 1, 2022.

RESOLUTION 2021Res08

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
OREGON INTERNATIONAL PORT OF COOS BAY**

**RESOLUTION AUTHORIZING CHANGES TO THE
2021/22 PORT OF COOS BAY RATE SCHEDULE**

WHEREAS, the Port of Coos Bay rates are listed on the published Charleston Marina Rate Schedule; and

WHEREAS, users of Port services are responsible for the charges outlined in the Charleston Marina Rate Schedule; and

WHEREAS, the Charleston Marina Rate Schedule has been revised and updated to include all fees obtained by the Port of Coos Bay, and has thus been renamed as the Port of Coos Bay Rate Schedule; and

WHEREAS, the Port of Coos Bay Rate Schedule has been revised and updated to specifically include:

- Established fees that have not been included in the published Rate Schedule, including:
 - Charleston Marina Administrative Services Fees
 - General Administrative Services Fees
 - Railroad Property Access and Occupancy Fees
- New line items and proposed fees; and
- Changes to existing fees, including:
 - Charleston Marina RV Park rates are reviewed each year and may be adjusted by the Consumer Price Index and/or by market analysis;

WHEREAS, the Port of Coos Bay Rate Schedule may be modified by, and must be reviewed and approved by, the Port’s Board of Commissioners; and

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Oregon International Port of Coos Bay that, as authorized by Ordinance No. 143, hereby adopts the Port of Coos Bay Rate Schedule effective January 1, 2022, identified as Exhibit A, attached hereto and incorporated herein by this reference.

APPROVED AND ADOPTED, by the Board of Commissioners of the Oregon International Port of Coos Bay this 14th day of December 2021.

David Kronsteiner, President

Eric Farm, Vice President



2021/22 Rate Schedule – effective DRAFT

Administration Office:	125 Central Avenue, Suite 300, Coos Bay, Oregon 97420	(541) 267-7678
Charleston Marina Office:	63534 Kingfisher Rd, Charleston, Oregon 97420	(541) 888-2548
Charleston Marina RV Park:	63402 Kingfisher Rd, Charleston, Oregon 97420	(541) 888-9512
Charleston Marina Shipyard:	63131 Troller Rd, Charleston, Oregon 97420	(541) 888-3703

Charleston Marina Services

Moorage - Boats 15' and Under

Day.....	\$7.59
Week	\$40.84
Month.....	\$116.70

Moorage - Vessels Greater Than 15'

Moorage Rates for vessels greater than 15 feet are charged by foot length on average. All rates include electric power and water.

Daily, Per Foot	\$0.583
Monthly, Per Foot	\$0.298
Semi-Annual, Per Foot.....	\$0.199
Annual, Per Foot.....	\$0.177

Launch Ramp

Daily Fee	\$5.00
Annual Permit.....	\$67.00

Ice - Regular Business Hours

Per Ton	\$91.00
Minimum Ice Order	\$61.00
No Show Fee, Cancellation with less than six hours' notice	\$75.00

Ice - After Hours & Holidays

Per Ton	\$91.00
Per Ton Surcharge	\$15.00
Minimum Ice Order	\$61.00
Minimum Surcharge.....	\$61.00
No Show Fee, Cancellation with less than six hours' notice	\$75.00

Public Buying Dock Hoist

Per Hour	\$25.00
Cable Non-Return Fee.....	\$500.00

Showers

3 Minutes Per Token	\$0.50
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Charleston Marina Shipyard Services

Short Term Work Area – Utility Services

Minimum Per Month	\$53.00
1-30 Days, Per Foot, Per Day.....	\$0.16
31-90 Days, Per Foot, Per Day.....	\$0.28
91-180 Days, Per Foot, Per Day.....	\$0.40
Over 180 Days, Per Foot, Per Day	\$0.54

Long Term Work Area – No Utility Services

Per Foot, Per Calendar Month	\$4.63
Minimum	\$138.77

Environmental Service Charge

Added to all Charleston Shipyard Invoices.....	11%
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Concrete Work Dock

Per Foot, Up To 4 Hours	\$0.82
Per Foot, Per Full Day	\$1.36

Floating Work Dock

Per Foot, Up To 4 Hours	\$0.43
Per Foot, Per Full Day	\$0.70

Boat Travel Lift - Includes 1 Hour Boat Wash

Two Moves	\$603.65
Single Move.....	\$430.73
After Hours Move Surcharge.....	\$280.08
Boat Wash Each Additional Hour	\$70.02

Forklift Service

Per Hour	\$89.12
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Dustless Sanders

Per Day	\$13.79
Per Week	\$64.71

Charleston Marina Storage Units

Storage Unit Rates

Dimensions: Door - 9'2" x 10' Inside - 10' x 11'/15'

5' x 10', Per Month.....	\$60.47
10' x 15', Per Month	\$126.25
10' x 20', Per Month	\$147.47
10' x 25', Per Month	\$166.56
10' x 30', Per Month	\$183.54
10' x 35', Per Month	\$197.33

Charleston Marina Dry Storage

Boat Trailers

Per Month\$25.46

Boat & Trailer

Per Foot, Per Month.....\$2.49
 Minimum.....\$74.79

Crab Pots & Fishing Gear

Per Item\$14.85
 Per Square Foot Per Month.....\$0.20
 Prepaid Deposit For Each ID Tag\$5.83

Charleston Marina RV Park

Additional Fees Added to RV Park Rates

Coos County Lodging Tax 1.5%
 Visitor Fee 2%
 Extra Vehicles, per day, per vehicle\$2.00

Standard Hook Up – Rows B & E, 30-34 feet long

Daily.....\$40.00 \$42.00
 Weekly\$221.00 \$232.05
 Monthly (6 month stay limit within a 12 month period)\$590.00 \$619.50

Deluxe Hook Up – Rows A & D, 40 feet long

Daily.....\$42.00 \$44.10
 Weekly\$235.00 \$246.75
 Monthly (6 month stay limit within a 12 month period)\$624.00 \$655.20

Pull-Through Hook Up – Row C, 55-60 feet long

Daily.....\$45.00 \$47.25
 Weekly\$248.00 \$260.40
 Monthly (6 month stay limit within a 12 month period)\$657.00 \$689.85

Yurts

Daily.....\$57.00 \$59.85
 Weekly\$268.00 \$281.40

RV Storage

Units may be left plugged in when unoccupied, winter season only, subject to availability.

Daily.....\$3.75 \$4.00
 Monthly.....\$101.00 \$115.00

RV Dry Storage

Units must be unplugged with all slides in, winter season only, subject to availability.

Monthly.....\$50.00

RV Dump

Per Use\$7.00

Propane

Per Gallon..... varies on delivered price

Charleston Marina Administrative Services

<u>Animal Violations</u>	
Per Ordinance 143, 11A.2.B.6	\$25.00
<u>Business Licenses</u>	
Charter Operations, per month	\$100.00
General Services, per month	\$100.00
Food Vendors, self contained, per year	\$100.00
Fuel Delivery, per year	\$100.00
Fuel Delivery, per gallon	\$0.05
<u>Ordinance Violation</u>	
Civil Penalty, each day, not to exceed.....	\$500.00

General Administrative Services

<u>Labor</u>	
Port Staff Labor, per hour	\$75.00
Attorney / Legal Counsel.....	Current hourly rate charged to Port
<u>Public Records</u>	
Black and White Copies, per page.....	\$0.25
Color Copies, per page	\$0.75
Fax, per page	\$1.00
Scan to PDF, per page	\$0.25
Digital Files Copied to Digital Media, per CD / Flash Drive	\$5.00
Mailed copies, up to 2 pages (plus additional postage fee over 2 pages)	\$5.00
Mailed Digital File Copied to Digital Media.....	\$10.00
<u>Non-Commercial Firewood Gathering Permit</u>	
30 day permit, valid November through April	\$5.00

Railroad Property Access and Occupancy

Fees for any other Railroad access or occupancy not specified below will be reviewed and rate quoted on an individual basis.

<u>Administrative Fees</u>	
Application for New Agreement, Non-Refundable	\$1,200.00
Application for Adoption/Assignment of Existing Agreement, Non-Refundable	\$1,500.00
Expedited Processing	\$1,750.00 \$1,000.00
Engineering Review Fee	\$1,750.00
<u>Access Fees</u>	
Allows limited access for (30) 90 days with advanced notice to Railroad.	
Right of Entry.....	\$1,000.00
Right of Entry Extension, Per Additional 90 Days	\$500.00
Temporary Grade Crossing, Not to Exceed 3 Months One Year , Minimum \$500.00	\$2,500.00 Negotiated
Temporary Track Lease	\$25.00 per track foot, plus \$0.15 per sq. ft.

Railroad Property Access and Occupancy, continued

Grade Crossing Occupancy Fees

Per foot per year, due annually in advance. 3% CPI increase annually.

Recreational, Minimum (10) 16 Feet	\$65.00 \$45.00
Farm/Residential, Minimum (10) 16 Feet	\$60.00 \$58.00
Industrial/Commercial, Minimum (15) 24 Feet	\$65.00

Track Lease Occupancy Fees

Per track foot per year plus additional land rate, due annually in advance. 3% CPI increase annually.

Lessee Maintained Track, Minimum 100 Feet	\$25.00
Railroad Maintained Track, Minimum 100 Feet	\$30.00
Land for Leased Track Use, Lessee or Railroad Maintained, Per Square Foot.....	\$0.30
Hazardous, Minimum 100 Feet.....	\$60.00
Land for Leased Track Use, Hazardous, Per Square Foot.....	\$0.45
Switch Maintenance Fee, Applies if Less Than Negotiated Carloads Annually.....	\$2,500.00

Wireline Crossing Occupancy Fees

Per wire per year, due annually in advance. 3% CPI increase annually.

Power	\$750.00
Communications	\$1,100.00
Cable TV.....	\$1,800.00
Fiber Optics	\$2,500.00
Poles, Pole Attachments, Anchors, Guy Wires, Bridge Attachments.....	\$300.00

Pipeline Crossing Occupancy Fees

Base rate plus additional fee per inch of carrier pipe per year, due annually in advance. 3% CPI increase annually.

Sewer or Water	\$750.00
Sewer or Water, Add Per Inch of Carrier Pipe.....	\$32.00
Gas or Oil.....	\$1,000.00
Gas or Oil, Add Per Inch of Carrier Pipe	\$35.00
Open Culverts or Other Drainage.....	\$1,000.00
Manholes, Hydrants	\$300.00

Wireline and Pipeline Longitudinal Crossing

Rate as specified above per wire or pipe, plus additional rate based on length of occupancy. 3% CPI increase annually.

Longitudinal Crossing, Per Foot.....	\$1.50
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Outdoor Advertising Occupancy Fees

Base rate per sign per year or percentage of revenue, whichever is greater. Base rate due annually in advance. 3% CPI increase annually. Right of Entry Agreement required for installation. Notice to Railroad required for all other access.

Signal Box, Per Face.....	\$450.00
Signage, 4' x 8' or less	\$750.00
Billboard, 10' x 40' or less	\$2,000.00
Billboard, greater than 10' x 40'.....	\$4,000.00

Land Lease Occupancy Fees

Per square foot per year, due annually in advance. 3% CPI increase annually. Land to be used for cultivation or other purposes. No permanent structures or other installations allowed. Minimum \$500 per agreement.

Land Lease.....	To Be Negotiated \$0.80
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Railroad Property Access and Occupancy, continuedMiscellaneous

Unloading Platforms, Lessee Maintained	\$950.00
Overhead Conveyor, Lessee Maintained	\$950.00
Weight Scales, Lessee Maintained	\$950.00

Crossing Removal Fee

Removal and Disposal Fee, Due to Account Delinquency Status.....	\$500.00
Additional Labor and Equipment, Per Hour	\$100.00

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

DATE: December 7, 2021

PROJECT TITLE: CBRL Corridor Improvement Project CRISI 2021 Grant Application

ACTION REQUESTED: Commission authorization for Port Staff to apply for a CRISI 2021 Grant with a total project cost of \$72,475,527 and to pledge matching funds of \$36,237,764.

BACKGROUND:

The Oregon International Port of Coos Bay owns and operates the Coos Bay Rail Line (CBRL). As owner of the rail line, the Port is responsible for capital repairs, rehabilitation and replacement of the infrastructure on the rail line. The Port acquired the rail line after the former owner halted operations and threatened abandonment of the infrastructure. Since acquiring the line through two separate transactions in 2009 and 2010, the Port has undertaken a comprehensive capital rehabilitation campaign designed to restore and improve service to regional employers that ship and receive cargo by rail.

On August 31, 2021, the Federal Railroad Administration (FRA) published a Notice of Funding Opportunity (NOFO) for the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Program. The CRISI program was implemented to enhance rail safety, help to undo inequities caused by transportation and land use policies and create new opportunities for underserved communities, provide energy efficient transportation options to confront the effects of climate change, invest in projects that spur economic growth, and ensure our world-class freight network can meet the mobility demands of a growing population. The total funding available for awards under the program is \$361,978,769.

In March of 2021, the Port entered into an Exclusive Negotiating Agreement with North Point Development, LLC to develop a container terminal on the Port’s North Spit property. As part of this development, the project will require modifications to nine tunnels to accommodate double stack cars, and siding improvements to allow for the operation of unit trains along the line.

In partnership with North Point Development LLC, Port staff proposes the development of the CBRL Corridor Improvement Project. The infrastructure improvements proposed in this application are to the nine tunnels (Phase 3) located along the CBRL as well as four sidings and one industrial lead installation site. The tunnel work will increase vertical clearances through the tunnels to accommodate double stack container cars. The four (4) sidings and one (1) industrial lead location will facilitate capacity increases on the line with a goal of providing sufficient capacity for 1.2M FEUs to be processed annually at the marine intermodal terminal. These Project elements will dramatically improve the efficiency of the intermodal rail facility and provide much needed rail infrastructure enhancements for the intermodal freight moving through the Port.

Port staff is requesting authorization from the Port Commission to apply for a CRISI 2021 grant that will be used to fund the costs of the CBRL Corridor Improvement project. The total estimated project cost is 72,475,527, with a pledged match of \$36,237,764. Matching funds will be provided by North Point Development, by written agreement, prior to executing a grant agreement with the FRA.

RECOMMENDED MOTION:

Authorize Port Staff to apply for a CRISIS 2021 Grant for a total project cost of \$72,475,527, with a Port pledged match of \$36,237,764.

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

DATE: December 7, 2021

PROJECT TITLE: Assignment of Coos Bay Rail Line Track Miles for Tax Credit under Section 45G of the Internal Revenue Code

ACTION REQUESTED: Commission Approval of the Agreement to Assign Coos Bay Rail Line Track Miles for Purposes of the Tax Credit under Section 45G of the Internal Revenue Code

BACKGROUND:

Port staff has worked with Mickelson & Company in the past to arrange assignment of the Port's Section 45G tax credit on behalf of its 151-track miles of rail line to a third party Class II railroad for allowable track mile maintenance tax credits.

The Short Line Railroad Rehabilitation and Investment Act, Section 45G of the Internal Revenue Code, creates an incentive for the private sector to invest in rail infrastructure by providing a tax credit of 50 cents for every dollar a railroad spends on track improvements. The credit is based on a track mile formula and is limited to \$3,500 per mile of rail line owned, leased or assigned to such a Class II or Class III railroad at the end of the railroad's taxable year.

Mickelson & Company is able to assign the Port's 151-track miles solely for the purpose of the Section 45G credit for \$2,100 per track mile or \$317,100. The fee for this Agreement of Assignment is not to exceed 6.5% or \$20,838, which provides the Port with revenue of \$291,732. The funds will be deposited in the Port's General Fund and are used to offset overhead and other expenses related to the Port's ownership of the rail line.

Mickelson & Company has worked with the Port since 2013 and has provided exemplary service in the marketing and assignment of the Port's 45G Tax Credit.

RECOMMENDED MOTION:

Approve agreement to assign track miles for purpose of receiving tax credit revenue under Section 45G of the Internal Revenue Code, including signature authority for the Port Chief Executive Officer to execute the document.

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	621	2,049.3
May	727	2,399.1	623	2,055.9	438	1,445.4	394	1,300.2	599	1,976.7
Jun	721	2,379.3	594	1,960.2	318	1,049.4	534	1,762.2	625	2,062.5
Jul	593	1,956.9	602	1,986.6	346	1,141.8	485	1,600.5	503	1,659.9
Aug	601	1,983.3	602	1,986.6	329	1,085.7	467	1,541.1	485	1,600.5
Sep	615	2,029.5	472	1,557.6	299	986.7	378	1,247.4	556	1,834.8
Oct	616	2,032.8	469	1,547.7	425	1,402.5	431	1,422.3	524	1,729.2
Nov	565	1,864.5	268	884.4	348	1,148.4	349	1,151.7	537	1,772.1
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	5,744	18,955.2

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:	5,744	rail carloads =	574,400	short tons =	18,955.2	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 803 days injury free as of December 1, 2021!