

OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
SPECIAL COMMISSION MEETING & BUDGET HEARING
10:00 a.m., Wednesday, June 29, 2022
Zoom Meeting

ATTENDANCE

Commission:

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

Staff:

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Mike Dunning, Chief Port Operations Officer; Megan Richardson, Director of Finance and Accounting; Rich Lopez, General Manager, Coos Bay Rail Line; Krystal Karcher, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

Media & Guests:

None Present.

1. CALL MEETING TO ORDER

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

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. SUPPLEMENTAL BUDGET HEARING – FY 2021/22 BUDGET

A. Public Hearing

President Kronsteiner opened the public hearing at 10:02 a.m.

Staff wishes to increase appropriations and reallocate contingency in the General Fund. The first increase to appropriation levels is necessary in the External Affairs department where the Port increased their legislative activities and received unexpected funds through a private-public agreement to offset the additional expense. The second increase in appropriation would be in the Debt Service category. Additional funds were received from the State of Oregon through the American Rescue Plan Act (ARPA). These grant funds were received to pay down the loan principal the Port attained to purchase the property now known as Terminal One. It was not known at the time of the budget that these funds would be received. These changes are an overall increase to the fund appropriation by \$4,089,650.

The Port also proposes to reallocate the appropriation from contingency to Charleston Ops and Rail Ops departments to cover unanticipated repairs and maintenance in both departments. This removes expenditure authority from Contingency and adds to Materials and Services to both the Charleston Ops and Rail Ops departments. This reallocation does not increase the expenditure appropriation in the fund.

Staff wishes to amend the FY 2021/22 budget as follows:

<u>General Fund</u>	<u>Budgeted Amounts</u>	<u>New Amounts</u>	<u>Change</u>
Administration	\$1,641,623	\$1,641,623	-
Charleston Operations	\$2,105,034	\$2,145,034	\$40,000
External Affairs	\$303,931	\$393,581	\$89,650
Port Ops	\$1,029,620	\$1,029,620	-
Rail Ops	\$1,053,572	\$1,303,597	\$250,025
Debt Service	\$1,333,940	\$5,333,940	4,000,000
Transfers to other funds	-	-	-
Contingency	\$290,025	-	(\$290,025)
General Fund Total	\$7,757,745	\$11,847,395	\$4,089,650

Under Oregon Budget Law, if a change in expenses to any one fund is greater than 10%, or if allocating contingency to another expense category is greater than 15%, then a budget hearing is required. The proposed increase is greater than 10% and a supplemental budget hearing is required. The increase to expense is due to unexpected funds being received in the year and the request of service of those funds.

President Kronsteiner asked for any public comment or testimony on the proposed resolution. There being none, President Kronsteiner closed the public hearing at 10:05 a.m.

5. ACTION ITEMS/REPORTS

A. **2022Res05: Adoption of Supplemental Budget for Fiscal Year 2021/22**

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to approve Resolution 2022Res05 adopting the supplemental budget and increasing and reallocating appropriations to incorporate changes in the Port's General Fund. **Motion Passed.**

B. **2022Res08: Approval of 2022/23 Port of Coos Bay Rate Schedule**

At the June 16, 2022 Regular Port of Coos Bay Board of Commissioners meeting, the Board adopted resolution 2022Res06, approving the 2022/23 Port of Coos Bay Rate Schedule.

The rate increases were accurately presented during the Commission meeting (and the Budget Committee meeting), but the rate schedule attached as an exhibit to the resolution erroneously omitted the accurate rate increases for vessels over 15'.

To ensure there is no ambiguity, Port Staff is requesting adoption of Resolution 2022Res08, approving the corrected 2022/23 Port of Coos Bay Rate Schedule.

The corrected 2022/23 Port of Coos Bay Rate Schedule is attached as Exhibit A to the resolution included within the meeting packet. The items in red were the previously proposed and approved changes, and the highlighted red text are the corrected revised rates that were not reflected in the previously adopted Rate Schedule. The 2022/23 Moorage Rate Schedule was also included with the Exhibit.

Upon approval by the Board, the proposed 2022/23 Port of Coos Bay Rate Schedule will become effective July 1, 2022.

Upon a motion by Commissioner Farm (second by Commissioner Stevens), the Board of Commissioners motioned to approve Resolution 2022Res08 revising the Port of Coos Bay Rate Schedule as presented, for Fiscal Year 2022/23. **Motion Passed.**

6. **OTHER**

7. **COMMISSION COMMENTS**

8. **NEXT MEETING DATE** – Tuesday, July 19, 2022, 10:00 a.m.

9. **ADJOURN**

President Kronsteiner adjourned the meeting at 10:08 a.m.