

# **Oregon International Port of Coos Bay Annual Budget FY 2019/20**

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Oregon International Port of Coos Bay**

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# FISCAL YEAR 2019/2020 BUDGET

## 1. INTRODUCTION

The purpose of the Oregon International Port of Coos Bay's (Port) budget message is to explain the budget documents. It is intended to give the Budget Committee information to help them understand the Port's Operating Plan, which the budget reflects, and the longer-term financial goals the Port is working to achieve. This document will be further refined before presentation to the Port Commission for adoption after input from the Committee has been received.

The budget document reflects the strategic investments that fulfill the Port's six strategic goals which are to create: (1) Healthy and Vibrant Railroad (2) State of the Art Maritime Infrastructure (3) Deeper and Wider Channel (4) Thriving Commercial and Recreational Fishing Community (5) Prepared Workforce Ready to Meet Tomorrows' Work and (6) Strong Ties into the Community. The Port's three main business lines, Maritime, Coos Bay Rail Line and Charleston Marina, play integral roles in the regional and state economy supporting jobs, transportation, infrastructure and future growth opportunities.

The Port's proposed budget for Fiscal Year 2019/2020 reflects a focus on infrastructure longevity and workforce development, both of which are building blocks of a stable economy. Capital improvement projects on all three business lines hold significant allocations of funds. Strong capital improvement investment today, paired with maintenance and repair funding, not only ensures longevity of infrastructure, but also saves costs in the long-term and puts the Port in a better position to attract and develop economic growth opportunities in the future.

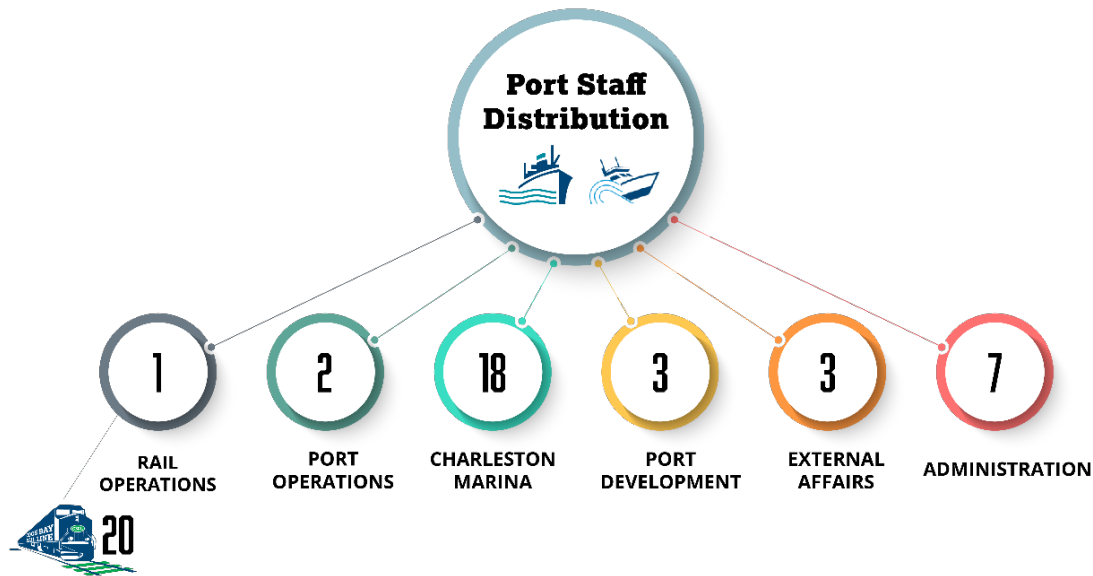
Workforce development is also an initiative of the Port this year. Safety, training and educational programs have been and will continue to be implemented across the organization ensuring Port staff has support and access to education to do their job well. The Port is aware of the communal needs pertaining to education and retention of workers and has established a community giving program that includes a scholarship for local students. This effort builds on past support to local educational and cultural institutions such as Southwestern Oregon Community College and local museums.

The General Fund Departments for FY 2019/20 remain as they were in previous fiscal year. The General Fund, as well as the Special Projects Fund, Reserve Fund and Dredge Fund, is discussed in further detail below.

## 2. BUDGET OVERVIEW

The Port's General Fund tracks revenues and expenses related to the Port's various operations and support activities. While each individual department is not expected to balance revenues and expenses, the aggregate of projected revenues and expenses within a Fund across all departments must balance. Figure 1 outlines each of the Port's seven departments and its allocation in the General Fund.

Fig. 1. Personnel Distribution



## 3. GENERAL FUND

The proposed budget for FY 2019/20 anticipates total income of \$8.5 million and gross expenses of \$8.37 million, resulting in a projected surplus of almost \$200,000, as shown below. During this fiscal year, we will draw on earmarked reserves for rail road debt service of up to \$602,000. Of the Port's General Fund, operating revenue (fee for services) represents approximately 62% and property taxes 27% while various other taxes, grants, interest, reimbursements and funds transfers make up the remaining 11% (other).

Fig. 2. Sources of General Fund Budget Graph

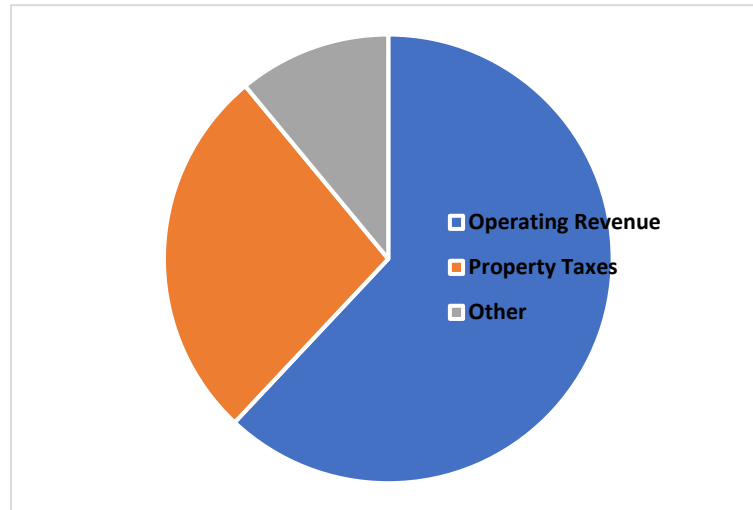


Fig. 3. Summary of Port of Coos Bay Fiscal Year 2019/20 General Fund Budget

Department	Total Income	Total Expense	Net Result
Administration	\$ 3,976,805	\$ 2,992,293	\$ 984,512
Charleston Ops	\$ 2,557,770	\$ 2,903,308	\$ (345,538)
Ext Affairs & Business Dev	\$ -	\$ 509,231	\$ (509,231)
Port Ops	\$ 763,296	\$ 345,230	\$ 418,066
Port Development	\$ 142,400	\$ 499,135	\$ (356,735)
Rail	\$ 1,117,314	\$ 1,113,916	\$ 3,398
Dredge	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 8,557,586</b>	<b>\$ 8,363,113</b>	<b>\$ 194,473</b>

This past year, we have continued to evaluate our personnel needs with a focus on improving our capability for delivering services and managing capital projects across all of the Port’s business lines. The staffing of each department is discussed in further detail below. The budget also includes a proposed 2.4% cost of living increase for all Port employees and the maintenance of benefits at current levels.

### 3.1 ADMINISTRATION

The Administration Department provides quality support to all departments and employees via administrative services including:

- Finance & Accounting
- Human Resources
- Information Technology
- Records Management
- Office Management
- General Business Administration

For FY 2019/20, the Administrative Department's strategic emphasis is to develop and maintain:

- An information system infrastructure and procedures that provides internal users with timely, accurate and secure information for efficient use of Port resources, and
- An organization of fully engaged and competitively compensated staff that is continuously being trained to achieve professional growth and enhance Port capabilities.

Actions to achieve these two strategic objectives include:

- Create a process to ensure our workforce is ready not only for our current work, but for tomorrow's work as well.
- Implement and maintain a successful records management program.
- Strengthen current NetSuite data collection and period-end closing processes, expand and individualize the conveyance of financial and operating information through producing periodic reports, user driven searches and dashboards.
- Continue to improve customer account management and reduce both the number of delinquent accounts and total amount overdue.

The Port's Administration cost center contains income associated with property taxes (\$1.8 Million), principal repayment (\$63,000), interest earnings (\$116,000), Coos County Urban Renewal Agency administrative support (\$12,000) and a longevity credit from Special Districts Insurance Services (\$8,000).

The primary expenses for the Administrative cost center include salary and benefits for 7 FTEs, as well as the overhead costs associated with the Port's Administrative Office where the Administration, Business Development & External Affairs, Port Development, Railroad Operations and Port Operations Departments are located. Staff Training and Development, Office Supplies, IT Supplies, IT/Software Subscriptions, and Legal Services, which had previously been allocated amongst departments, is assumed entirely by the Administration budget.

Personnel included within the Administration Department budget include the Chief Executive Officer, the Chief Administrative Officer, an Administrative Assistant, an HR Generalist, the Director of Finance and Accounting, a Fiscal Specialist, and a Finance Clerk.

## 3.2 CHARLESTON OPERATIONS

The Charleston Operations Department includes the Port's operations at the Charleston Harbor Complex. Fee based revenues from those operations are projected to be \$2.18 Million and are derived from the following sources:

- Commercial property lease rents
- Storage unit charges
- Storage yard space charges
- RV park space charges
- Miscellaneous grants
- Moorage fees
- Launch ramp usage fees
- Propane sales
- Ice plant sales
- Miscellaneous utility and service fees
- Boat travel lift fees that includes boat wash
- Shipyard short-term vessel storage charges
- Shipyard long-term vessel storage charges

The Charleston Marina's strategic emphasis is to safely and efficiently operate and maintain the complex, its facilities and equipment. Actions for the FY 2019/20 are:

- Provide Charleston Marina staff with appropriate industry related training to enhance their ability to perform their jobs safely and effectively.
- Repair, maintain, and enhance existing buildings, docks and other leasable property.
- Maximize facility use via tenants or utilize for Port needs.
- Enhance security measures to decrease property loss and increase safety throughout the complex.
- Develop a robust dredging program.

The budget assumes rate increases for some marina and shipyard services effective July 1, 2019. The proposed rate increase varies by type of service. Total staff level at the Charleston Marina is 18 FTE including the Harbormaster, Charleston Administration, Maintenance Staff and Security Staff.

The Port has a list of 17 potential projects for the Charleston Marina Complex with an estimated cost of about \$1 million. The Port has included 7 of these projects valued at \$550,000 in the FY 2019/20 budget. Funded projects include replacement of the ice plant condenser, launch ramp upgrade, relocation of the marina office and maintenance shop, restoration of the storage units formally used as the maintenance shop, new vehicles, enhanced security monitoring, and 55 new picnic tables for the RV Park.

### 3.3 BUSINESS DEVELOPMENT & EXTERNAL AFFAIRS

The Business Development & External Affairs Department (BD/EA) promotes and develops the Port's commercial portfolio, consisting of Rail, Maritime and Marina, for economic growth and public benefit. It supports awareness of the Port's mission by telling our story for a wide audience including commercial stakeholders, legislative and regulatory audiences and the local community. Business Development & External Affairs designs the Port's commercial strategies and implements plan of action with the overall Port team.

This FY 2019/20 strategic emphasis for BD/EA centers around customers and leads management. The past couple of years' strategic emphasis was to generate awareness in the national and international trade community and to get the Port "on the map". The department now aims to leverage that awareness in three focused areas: the Coos Bay Rail Line, Charleston Marina, and North Spit. Priority is given to commercial opportunities that can be developed within the next three years within the Port's current product offerings such as CBRL and the Charleston Marina with the goal of increasing revenue. However, as the focus is also obtaining leads, marketing the North Spit to a targeted group is also prioritized in the next fiscal year.

During FY 2019/20, the BD/EA staff will place primary emphasis on improving the following areas:

- Establish a commercial real estate asset management program.
- Identify and meet expectations of current rail shippers and target potential new customers so CBRL can increase volume and revenue.
- Create a unique value proposition and profile for leads capable of investing money and time in infrastructure buildout.
- Manage federal and state grant reporting (post award) while ensuring accurate and timely reimbursement from grantees.

The expenses in the Business Development & External Affairs Department include materials and services, salary and benefits for 3.0 FTEs. Generally, there are no revenues associated with the department, only limited outside contributions to defray expenses for broader community marketing campaigns as it plays a supporting role for the Port's overall operations. Any business generated by the Business Development & External Affairs Department's marketing and sales efforts are realized in the corresponding operational department's budget.

### 3.4 PORT OPERATIONS

The Port Operations Department's mission is to prepare the Port infrastructures and properties for the future, while supporting today's operations.

Keeping in line with the Port's Strategic goal initiatives and guiding principles, Port Operations will continue to focus on new and existing operational priorities to include the Channel Modification Project, future shipping opportunities, terminal development, Pilot initiatives, safety and training programs, emergency response planning, and other Port operational functions.



Actions in FY 2019/20 includes:

- Manage the Coos Bay 204(f) Channel Modification Project
- Comprehensive and continuous evaluation and management of safety and security for Port assets and staff
- Evaluate and diagnose Port properties and infrastructures within the bay
- Support operational objectives for the Jordan Cove Energy project
- Support permitting for Port projects

The five listed actions are important to the existing and future operations of the Port. Because the Port does not currently operate terminals, most of these action items address and support current maintenance needs and future operations. These efforts are essential to the growth, viability, and sustainability of the Port's long-term success.

Revenues for the Ports Operations Department are projected to be \$763,000, which are derived from commercial land leases, development fees and project management fees related to maritime and marine-related industrial development activities. The projects and activities are primarily related to the Ship Channel Modification Project. The department's expenses include salary and benefits for 2.0 FTEs, including the Director of Maritime Operations and the Manager of Maritime Operations.

The Port Operations Department's main project (in USD) is the Coos Bay Channel Modification Study which is included in the Special Projects Fund. Projected expenses are \$2.89 million for the upcoming year. Funding is provided by a combination of State of Oregon grants and a project reimbursement agreement with the Jordan Cove Project.

### 3.5 PORT DEVELOPMENT

The Port Development Department plans, develops and executes capital improvement projects that increase revenue, reduce operating and maintenance expenses while lending capacity to all areas of Port operations.

Functions of the Port Development Department include project management, technical services, and procurement. Port Development's key focus for FY 2019/20 is to further develop internal expertise and become the subject matter expert for project management efforts including Port planning, engineering and contracting.

The Port Development staff manages long-term capital improvement projects and are overseeing the Tunnel and Bridge Rehabilitation (rail) projects which are funded through a combination of state and federal grants and Port funds. Total cost for the Tunnel Rehabilitation project is \$19.5 million and total cost for the Bridge Rehabilitation project is \$25 million. Both projects are scheduled to be concluded by 2021 and 2023. The debt service for the IFA loan will be paid from Capital Projects Surcharge Fee revenues reserved from a previous fiscal year. These funds are managed through the Special Projects Fund.

Actions to achieve the strategic emphasis outlined above include:

- Develop internal processes to effectively plan, schedule, and finance projects.
- Develop internal practices to effectively communicate project status internally and externally.
- Advance new and resolve backlog of existing projects.
- Support Port Procurement and streamline public contracting rules, policies, and procedures.
- Launch the BUILD grant and progress project according to identified schedule and within established budget.

The expenses in the Development Department cost center include materials and services, salary and benefits for 3.0 FTEs. While there are no revenues associated with this Department as it plays a supporting role for the Port's overall operation and administration, the Department may receive some direct project management expense reimbursement from certain grant funded projects.

### 3.6 RAILROAD OPERATIONS

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

The finances for the Coos Bay Rail Line, Inc. are separate from the Port's Rail Operations department. Since the Port took rail operations in-house (November 2018), a separate entity was established for the rail's operational arm. Although the strategy, objectives and goals intersect, the Railroad Operations department oversees CBRL while maintaining focus on capital improvement and maintenance of the rail infrastructure as well as supporting commercial opportunities.

The FY 2019/20 emphasis includes:

- Spearheading the Port's mission and guiding principles and secure a minimum of 7,500 revenue rail cars.
- Developing a maintenance program and a capital improvement plan for the next 24 months.
- Safely handling traffic.
- Increasing velocity to 20 MPH average.
- Identifying rail facilities location where routine maintenance and other needs can be addressed.
- Identifying training needs for Railroads Operations and CBRL staff and implement training.

Projected revenues for the railroad include gross freight revenues of \$406,363. In addition, the Port estimates receipt of \$162,000 from for railroad real estate agreements. The projected revenues also include \$506,000 in estimated income from the Capital Projects Surcharge Fee, which is intended to be applied first to debt service on capital projects, then to urgent maintenance projects not funded by external grants.

During the upcoming fiscal year, CBRL is projected to transport about 7,000 revenue rail cars on the line, for which it will retain approximately 90% of the revenue for its management fee and operating costs. The result is a positive contribution to the Port's bottom line in contrast to the initial lean years when activities related to rail acquisition and the start-up of operations were subsidized by other Port revenues. The Railroad Operations Department has 1 FTE, a Director of Rail Operations.

#### 4. SPECIAL PROJECTS FUND

The Special Projects Fund houses capital projects and other major projects that are predominately funded outside of the Port's General Fund revenues. For the upcoming fiscal year, the Port anticipates up to \$44.7 million as major capital projects, the majority of which are funded by external sources [Oregon Department of Transportation, Connect Oregon-V, IFA, FAST Lane, BUILD, and Jordan Cove Energy Project] and a smaller portion (\$235,000) funded from the Reserve Fund. The Special Project Fund does not carry any fund balances.

#### 5. RESERVE FUND

The projected beginning fund balance for the Reserve Fund is \$1.45 million, which is internally allocated between five categories: Railroad Reserve, Asset Replacement Reserve, Dredge Reserve, Real Property Reserve and General Reserve. \$1.4 million will be transferred from the General Fund to the Reserve Fund.

During the plan year, the second scheduled debt service of the railroad acquisition becomes due. The \$601,000 debt service amount will be drawn from the designated reserve. \$235,000 will be transferred from the Reserve Fund to the Special Projects Fund - \$130,000 to replace the ice plant condenser and \$105,000 for the Port's match of rail grant funding.

#### 6. DREDGE FUND

The Dredge Fund has been established for FY 2019/20 to segregate the dredge operations and maintenance from General Fund operations. In addition, funds received from the Oregon State Fuel tax will be separate and used solely to support the operations, repair and maintenance, and future capital needs of the dredge.

#### 7. CONCLUSION

The Oregon International Port of Coos Bay is in an exciting position to support current and future economic growth of the region. It is of utmost importance to the Port to be good stewards of its revenue, grow sustainably and reinvest for the longevity of the Port and our community.

Respectfully submitted for consideration at the Port's Budget Committee meeting to be held on May 20, 2019.

# RESOURCES

## General Fund

(Fund)

## Oregon International Port of Coos Bay

(Name of Municipal Corporation)

Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2019/20			
Actual		Adopted Budget This Year Year 2018/19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2016/17	First Preceding Year 2017/18						
1	2,445,044	2,000,000	1	2,000,000	2,000,000	2,000,000	1
2	63,064	50,000	2	50,000	50,000	50,000	2
3	1,574,711	1,700,000	3	1,724,000	1,724,000	1,724,000	3
4	31,215	58,000	4	115,711	115,711	115,711	4
5	1,333,902	869,387	5	-	-	-	5
6			6	<b>OTHER RESOURCES</b>			6
7			7	<b>Administration</b>			7
8		12,000	8	12,000	12,000	12,000	8
9	101,392	68,963	9	8,000	8,000	8,000	9
10	26,463	-	10	-	-	-	10
11	-	42,450	11	4,318	4,318	4,318	11
12	-	-	12	-	-	-	12
13			13	62,776	62,776	62,776	13
14			14	<b>Charleston</b>			14
15	216,308	205,000	15	220,170	220,170	220,170	15
16	4,548	8,000	16	-	-	-	16
17	21,528	25,000	17	25,000	25,000	25,000	17
18	42,303	6,000	18	-	-	-	18
19	44,995	13,500	19	32,400	32,400	32,400	19
20	91	1,000	20	-	-	-	20
21	272,020	290,000	21	300,000	300,000	300,000	21
22	8,315	10,000	22	10,000	10,000	10,000	22
23	5,500	5,600	23	5,400	5,400	5,400	23
24	-	-	24	-	-	-	24
25	10,325	70,000	25	281,180	281,180	281,180	25
26	438,755	499,000	26	515,620	515,620	515,620	26
27	197,236	200,000	27	203,500	203,500	203,500	27
28	61,468	80,000	28	71,500	71,500	71,500	28
29	35,086	43,000	29	37,000	37,000	37,000	29
30	157,374	177,000	30	177,000	177,000	177,000	30
31	31,060	35,000	31	37,000	37,000	37,000	31
32	82,908	90,000	32	82,000	82,000	82,000	32
33	39,717	50,000	33	40,000	40,000	40,000	33
34	70,282	65,000	34	65,000	65,000	65,000	34
35	5,212	-	35	-	-	-	35
36	205,620	275,000	36	315,000	315,000	315,000	36
37	26,610	-	37	-	-	-	37
38	494,817	75,000	38	55,000	55,000	55,000	38
39	88,840	-	39	-	-	-	39
40			40	90,000	90,000	90,000	40
41	(54,131)	(5,000)	41	(5,000)	(5,000)	(5,000)	41

**RESOURCES**

**General Fund**

(Fund)

**Oregon International Port of Coos Bay**

(Name of Municipal Corporation)

Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 2019/20				
Actual		Adopted Budget This Year Year 2018/19	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2016/17	First Preceding Year 2017/18								
42			42	<b>External Affairs</b>				42	
43	49	-	-	43	Miscellaneous Income	-	-	-	43
44	15,350	-	-	44	Merchandise	-	-	-	44
45		-	50,000	45	Grant	-	-	-	45
46				46	<b>Port Operations</b>				46
47	114,345	112,280	105,800	47	Building Leases	112,745	112,745	112,745	47
48	70,474	101,066	77,000	48	Property Agreements	81,000	81,000	81,000	48
49	492,000	516,600	542,530	49	Project Management Fees	569,551	569,551	569,551	49
50			15,000	50	Unified Permit Management	-	-	-	50
51	34,753	7,596		51	Insurance Claim				51
52	178	-		52	Other				52
53				53	<b>Port Development</b>				53
54	-		-	54	Leases & Agreements	-	-	-	54
55	16,235		-	55	Coos County Urban Renewal Agency	-	-	-	55
56	29		-	56	Other	-	-	-	56
57	20,295	83,401	-	57	Grants	142,400	142,400.00	142,400.00	57
58				58	<b>Railroad Operations</b>				58
59	4,159,215	4,164,021	4,245,600	59	Operations Revenue (Current Year - Net)	406,363	406,363	406,363	59
60	343,525	317,100	-	60	Tax Credits	-	-	-	60
61	2,399	448,065	-	61	Miscellaneous	-	-	-	61
62	139,514	170,753	161,160	62	Property Agreements	161,800	161,800	161,800	62
63	532,348	551,777	558,000	63	Rail Surcharge	505,727	505,727	505,727	63
64		-	-	64	Grants	-	-	-	64
65	(11,499)	43,424	43,500	65	Green Hill Fees (Matches to Debt)	43,424	43,424	43,424	65
66				66	<b>Dredge Operations</b>				66
67	137,704	90,328	5,000	67	Mobilization/Demobilization	-	-	-	67
68	250,731	183,722	119,242	68	Dredge Services	-	-	-	68
69	26,533	29,076		69	Grants				69
70	12,788,979	9,798,326	11,191,732	70	Total resources, except taxes to be levied	6,783,586	6,783,586	6,783,586	70
71			1,750,000	71	Taxes estimated to be received	1,774,000	1,774,000	1,774,000	71
72	1,637,776	1,703,431		72	Taxes collected in year levied				72
<b>73</b>	<b>14,426,754</b>	<b>11,501,757</b>	<b>12,941,732</b>	<b>73</b>	<b>TOTAL RESOURCES</b>	<b>8,557,586</b>	<b>8,557,586</b>	<b>8,557,586</b>	<b>73</b>

150-504-020 (rev 10-16)

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

**REQUIREMENTS SUMMARY**

**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**

General Fund

(name of fund)

FORM

LB-30

Historical Data				REQUIREMENTS DESCRIPTION	Budget For Next Year 2019/20			
Actual		Adopted Budget This Year 2017/18			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2016/17	First Preceding Year 2017/18							
1			1	DEBT SERVICE				1
2	146,664	164,719	439,594	2 Principal	410,874	410,874	410,874	2
3	53,557	61,513	535,244	3 Interest	512,621	512,621	512,621	3
4	<b>200,222</b>	<b>226,232</b>	<b>974,838</b>	4 <b>TOTAL DEBT SERVICE</b>	<b>923,495</b>	<b>923,495</b>	<b>923,495</b>	<b>4</b>
5			5	INTERFUND TRANSFERS				5
6	-	350,000	-	6 Transfer To reserve Fund	1,398,000	1,398,000	1,398,000	6
7	-	<b>350,000</b>	-	7 <b>TOTAL INTERFUND TRANSFERS</b>	<b>1,398,000</b>	<b>1,398,000</b>	<b>1,398,000</b>	7
8			8	<b>OPERATING CONTINGENCY</b>				8
9	200,222	576,232	974,838	9 <b>Total Requirements NOT ALLOCATED</b>	2,321,495	2,321,495	2,321,495	9
10	9,971,920	9,751,524	9,724,779	10 Total Requirements for <b>ALL Org.Units/Progams within fund</b>	6,041,618	6,041,618	6,041,618	10
11			2,242,115	11 Reserved for future expenditure				11
12				12 Ending balance (prior years)				12
13				13 <b>UNAPPROPRIATED ENDING FUND BALANCE</b>	194,473	194,473	194,473	13
14	<b>10,172,141</b>	<b>10,327,756</b>	<b>12,941,732</b>	14 <b>TOTAL REQUIREMENTS</b>	<b>8,557,586</b>	<b>8,557,586</b>	<b>8,557,586</b>	<b>14</b>

150-504-030 (Rev 10-16)

# REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

Historical Data			<b>REQUIREMENTS FOR: ADMINISTRATION</b>			Budget For Next Year 2019/20		
Actual		Adopted Budget				Proposed By	Approved By	Adopted By
Second Preceding Year 2016/17	First Preceding Year 2017/18	This Year 18/19				Budget Officer	Budget Committee	Governing Body
1			1	PERSONNEL SERVICES			1	
2	553,164	569,409	586,416	2	593,458	593,458	593,458	2
3	1,495	675	1,102	3	-	-	-	3
4	38,782	39,843	42,714	4	41,863	41,863	41,863	4
5	86,340	106,893	123,851	5	148,449	148,449	148,449	5
6	43,719	44,745	80,473	6	72,932	72,932	72,932	6
7	10,229	11,702	1,193	7	1,211	1,211	1,211	7
8	8,174	7,126	8,471	8	7,085	7,085	7,085	8
9	3,042	3,162	4,492	9	4,523	4,523	4,523	9
10			31,735	10	21,085	21,085	21,085	10
11	(43,223)	(7,015)		11	-	-	-	11
12	<b>\$ 701,722</b>	<b>\$ 776,539</b>	<b>\$ 880,447</b>	12	<b>\$ 890,606</b>	<b>\$ 890,606</b>	<b>\$ 890,606</b>	12
13		<b>7.00</b>	<b>7.00</b>	13	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	13
14				14	MATERIALS AND SERVICES			14
15	24,144	29,623	22,500	15	45,950	45,950	45,950	15
16	29,485	17,140	19,500	16	17,300	17,300	17,300	16
17	16,773	9,096	17,000	17	17,000	17,000	17,000	17
18	8,403	2,302	7,500	18	7,500	7,500	7,500	18
19	2,041	4,526	6,000	19	4,000	4,000	4,000	19
20	-	800	-	20	-	-	-	20
21	14,318	1,890	-	21	-	-	-	21
22	895	331	-	22	-	-	-	22
23	69,277	71,209	42,000	23	95,000	95,000	95,000	23
24	2,553	1,511	2,000	24	2,015	2,015	2,015	24
25	54,863	81,797	111,000	25	125,000	125,000	125,000	25
26	-	3,757	5,000	26	4,500	4,500	4,500	26
27	11,685	12,299	16,000	27	16,260	16,260	16,260	27
28	7,457	8,134	8,000	28	7,300	7,300	7,300	28
29	75	-	400	29	630	630	630	29
30	3,824	4,037	15,000	30	8,400	8,400	8,400	30
31	-	-	6,000	31	-	-	-	31
32	67	-	3,000	32	-	-	-	32
33	23,448	10,310	-	33	-	-	-	33
34	4,476	4,103	6,500	34	5,820	5,820	5,820	34
35	6,685	6,793	7,000	35	9,305	9,305	9,305	35
36	2,286	2,110	3,000	36	3,000	3,000	3,000	36
37	71,260	126,160	150,000	37	150,000	150,000	150,000	37
38	128,368	49,913	55,500	38	55,000	55,000	55,000	38
39	26,225	32,859	30,000	39	7,000	7,000	7,000	39
40	30,239	2,151	10,000	40	10,000	10,000	10,000	40

# REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

Historical Data					Budget For Next Year 2019/20				
Actual		Adopted Budget This Year 18/19			REQUIREMENTS FOR: <u>ADMINISTRATION</u>				
Second Preceding Year 2016/17	First Preceding Year 2017/18				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
41	-		41	Awards & Recognition	3,250	3,250	3,250	41	
42	5,076	4,709	21,425	42	Insurance	18,317	18,317	18,317	42
43	-	-	-	43	Vehicle Lease	7,200	7,200	7,200	43
44		-		44	Fuel	3,000	3,000	3,000	44
45				45	Office Equipment Repairs & Maintenance	5,000	5,000	5,000	45
46	8,515	7,417	10,000	46	Repair & Maintenance - Buildings	1,500	1,500	1,500	46
47				47	Repair & Maintenance - Vehicles	1,440	1,440	1,440	47
48	20,464	22,847	21,000	48	Miscellaneous Merchant & Banking Fees	23,000	23,000	23,000	48
49	-	-	50,000	49	Contingency	50,000	50,000	50,000	49
50	-	-	-	50	Grant Expenses		-	-	50
51	\$ 572,899	\$ 517,822	\$ 645,325	51	<b>TOTAL MATERIALS AND SERVICES</b>	\$ 703,687	\$ 703,687	\$ 703,687	51
52				52	CAPITAL OUTLAY				52
53	22,076			53	Capital Outlays				53
54	\$ 22,076	\$ -	\$ -	54	<b>TOTAL CAPITAL OUTLAY</b>	\$ -	\$ -	\$ -	54
55	\$ 1,296,696	\$ 1,294,361	\$ 1,525,772	55	<b>Administration Total</b>	\$ 1,594,293	\$ 1,594,293	\$ 1,594,293	55



**REQUIREMENTS SUMMARY**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

FORM

LB-30

General Fund

(name of fund)

Historical Data			REQUIREMENTS FOR: <u>CHARLESTON</u>	Budget For Next Year 2019/20				
Actual		Adopted Budget This Year 2017/18		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2016/17	First Preceding Year 2017/18							
1			1	PERSONNEL SERVICES			1	
2	810,805	847,450	901,516	2	796,734	796,734	796,734	2
3	25,994	34,733	14,697	3	17,152	17,152	17,152	3
4	62,974	65,938	70,090	4	62,262	62,262	62,262	4
5	155,894	189,817	198,277	5	194,823	194,823	194,823	5
6	180,422	190,025	202,368	6	235,643	235,643	235,643	6
7	25,175	18,751	32,302	7	24,248	24,248	24,248	7
8	21,228	18,412	17,538	8	14,778	14,778	14,778	8
9	5,903	6,034	7,600	9	7,085	7,085	7,085	9
10	(12,292)	(38,347)		10	-	-	-	10
11	\$ 1,288,394	\$ 1,332,814	\$ 1,444,389	11	\$ 1,352,725	\$ 1,352,725	\$ 1,352,725	11
12		20.00	20.00	12	18.00	18.00	18.00	12
13				13	MATERIALS AND SERVICES			13
14	8,320	2,774	12,500	14	-	-	-	14
15	4,904	4,440	5,100	15	5,750	5,750	5,750	15
16	6,536	5,427	2,500	16	2,500	2,500	2,500	16
17	7,338	1,069	-	17	-	-	-	17
18	1,095	1,918	500	18	500	500	500	18
19	235	624	-	19	-	-	-	19
20	1,752	1,916	-	20	-	-	-	20
21	14,095	11,667	10,500	21	11,520	11,520	11,520	21
22	13,923	14,915	17,500	22	20,740	20,740	20,740	22
23	247,821	231,758	240,000	23	250,000	250,000	250,000	23
24	992	1,459	1,500	24	1,500	1,500	1,500	24
25	68,288	72,789	75,000	25	75,000	75,000	75,000	25
26	71,794	63,273	79,000	26	84,000	84,000	84,000	26
27	25,280	34,426	40,000	27	25,000	25,000	25,000	27
28	21,607	10,830	5,500	28	10,000	10,000	10,000	28
29	39,551	105,457	35,000	29	65,000	65,000	65,000	29
30	2,712	2,408	1,500	30	1,500	1,500	1,500	30
31	1,323	(559)	2,000	31	1,000	1,000	1,000	31
32	12,301	1,091	-	32	-	-	-	32
33	27,494	12,093	-	33	-	-	-	33
34	76,062	71,786	73,195	34	75,085	75,085	75,085	34
35	791	1,459	-	35	-	-	-	35
36	9,465	9,253	10,000	36	10,000	10,000	10,000	36
37	7,026	11,463	5,500	37	6,500	6,500	6,500	37
38	4,766	1,858	1,000	38	1,500	1,500	1,500	38
39	2,865	2,530	5,000	39	6,000	6,000	6,000	39
40	11,132	11,347	12,400	40	10,600	10,600	10,600	40

**REQUIREMENTS SUMMARY**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

FORM

LB-30

General Fund

(name of fund)

Historical Data				REQUIREMENTS FOR: <u>CHARLESTON</u>		Budget For Next Year 2019/20			
Actual		Adopted Budget This Year 2017/18	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2016/17	First Preceding Year 2017/18								
41	15,162	11,132	11,000	41	Operational Supplies	10,000	10,000	10,000	41
42	142	2,778	4,000	42	Equipment Rental	4,000	4,000	4,000	42
43		-		43	Vehicle Lease	18,000	18,000	18,000	43
44	11,384	15,253	12,500	44	Fuel	13,500	13,500	13,500	44
45	5,634	6,620	6,000	45	Propane (retail)	6,000	6,000	6,000	45
46	1,253	416	1,000	46	Retail Items	-	-	-	46
47	39,182	36,454	25,000	47	Repairs & Maintenance - Equipment	50,000	50,000	50,000	47
48	8,599	14,827	12,000	48	Repairs & Maintenance - Vehicles/Boats	6,280	6,280	6,280	48
49	47,724	28,258	30,000	49	Repairs & Maintenance - Buildings	30,000	30,000	30,000	49
50	13,288	9,377	7,000	50	Repairs & Maintenance - Land Improvements	5,000	5,000	5,000	50
51	50,266	51,970	40,000	51	Repairs & Maintenance - Docks	40,000	40,000	40,000	51
52	2,575	-	124,242	52	Marina Dredging	50,000	50,000	50,000	52
53	25,355	32,260	32,500	53	Waterway leases/Permits	35,000	35,000	35,000	53
54	82,687	242,526	-	54	Other Expenses	-	-	-	54
55		-		55	Contingency				55
56	\$ 992,717	\$ 1,141,342	\$ 940,437	56	<b>TOTAL MATERIALS AND SERVICES</b>	\$ 931,475	\$ 931,475	\$ 931,475	56
57				57	CAPITAL OUTLAY				57
58	525,266	8,447	-	58	Capital Outlay	-	-	-	58
59			68,000	59	Capital Outlay - Buildings	45,000	45,000	45,000	59
60		56,025	194,000	60	Capital Outlay - Dock	289,000	289,000	289,000	60
61		7,300	-	61	Capital Outlay - Land Improvements	10,000	10,000	10,000	61
62			-	62	Capital Outlay - Machinery & Equipment	132,725	132,725	132,725	62
63			8,000	63	Capital Outlay - Mobile Equipment	-	-	-	63
64				64					64
65	\$ 525,266	\$ 71,772	\$ 270,000	65	<b>TOTAL CAPITAL OUTLAY</b>	\$ 476,725	\$ 476,725	\$ 476,725	65
66	\$ 2,806,378	\$ 2,545,928	\$ 2,654,826	66	<b>Charleston Total</b>	\$ 2,760,924	\$ 2,760,924	\$ 2,760,924	66

**REQUIREMENTS SUMMARY**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

FORM

LB-30

General Fund

(name of fund)

Historical Data				REQUIREMENTS FOR: <b>BUSINESS DEVELOPMENT / EXTERNAL AFFAIRS</b>	Budget For Next Year 2019/20			
Actual		Adopted Budget This Year 2018/19	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2016/17	First Preceding Year 2017/18							
1				1			PERSONNEL SERVICES	
2	155,890	239,616	245,668	2	211,041	211,041	211,041	2
3	1,573	166	1,800	3	-	-	-	3
4	12,036	17,433	18,832	4	16,145	16,145	16,145	4
5	6,004	41,534	49,494	5	42,159	42,159	42,159	5
6	17,029	28,146	29,266	6	37,280	37,280	37,280	6
7	3,545	4,748	551	7	439	439	439	7
8	3,315	3,153	2,948	8	2,830	2,830	2,830	8
9	522	1,515	1,734	9	1,637	1,637	1,637	9
10	\$ 199,912	\$ 336,310	\$ 350,293	10	\$ 311,531	\$ 311,531	\$ 311,531	10
11	3.00	3.00		11	3.00	3.00	3.00	11
12				12	MATERIALS AND SERVICES			12
13	3,961	7,525	10,500	13	-	-	-	13
14	12,356	18,876	34,000	14	22,000	22,000	22,000	14
15	23,956		-	15	-	-	-	15
16	4,549	732	8,000	16	8,000	8,000	8,000	16
17	662	9,946	-	17	-	-	-	17
18	29,263	31,264	40,000	18	40,000	40,000	40,000	18
19	75,418	16,379	-	19	-	-	-	19
20	-	55	-	20	-	-	-	20
21	36,657	20,984	40,000	21	20,000	20,000	20,000	21
22	-	12,634	14,500	22	10,000	10,000	10,000	22
23	7,179	9,664	65,000	23	10,000	10,000	10,000	23
24	5,534	4,645	-	24	-	-	-	24
25	3,280		500	25	500	500	500	25
26	125		-	26	-	-	-	26
27	82,868		-	27	-	-	-	27
28		70,667	80,000	28	80,000	80,000	80,000	28
29	1,472	2,742	16,500	29	7,200	7,200	7,200	29
30			-	30	-	-	-	30
31			-	31	-	-	-	31
32	\$ 287,280	\$ 206,112	\$ 309,000	32	\$ 197,700	\$ 197,700	\$ 197,700	32
33				33	CAPITAL OUTLAY			33
34			-	34				34
35				35				35
36				36				36
37	\$ -	\$ -	\$ -	37	\$ -	\$ -	\$ -	37
38	\$ 487,192	\$ 542,423	\$ 659,293	38	\$ 509,231	\$ 509,231	\$ 509,231	38

# REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

	Historical Data				REQUIREMENTS FOR: <b>PORT OPERATIONS</b>	Budget For Next Year 2019/20			
	Actual		Adopted Budget This Year 2018/19			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2016/17	First Preceding Year 2017/18							
1				1	PERSONNEL SERVICES				1
2	146,556	157,759	171,481	2	Salaries	169,453	169,453	169,453	2
3	-	162	-	3	Overtime & Relief	-	-	-	3
4	10,952	12,128	13,118	4	FICA - Payroll Taxes	12,963	12,963	12,963	4
5	20,800	20,597	34,296	5	Retirement Benefits	42,515	42,515	42,515	5
6	3,754	6,183	18,778	6	Health Insurance	2,675	2,675	2,675	6
7	3,619	3,341	412	7	Workers' Compensation Insurance	390	390	390	7
8	1,422	2,569	1,965	8	Unemployment Insurance	1,887	1,887	1,887	8
9	692	755	1,193	9	Term Life & Long Term Disability Insurance	1,257	1,257	1,257	9
10		(1,085)		10	Allocations		-	-	10
11	\$ 187,795	\$ 202,410	\$ 241,243	11	<b>TOTAL PERSONNEL SERVICES</b>	\$ 231,140	\$ 231,140	\$ 231,140	11
12		2.00	2.00	12	<b>Total Full-Time Equivalent (FTE)</b>	2.00	2.00	2.00	12
13				13	MATERIALS AND SERVICES				13
14	2,370	435	6,500	14	Staff Training & Development	-	-	-	14
15	26,658	24,649	35,000	15	Staff Travel	23,250	23,250	23,250	15
16	1,516	3,188	5,000	16	Operational / Safety Supplies Supplies	23,500	23,500	23,500	16
17	7,839	9,453	6,600	17	Utilities & Environmental Mitigation	1,600	1,600	1,600	17
18	10,611	6,485	5,000	18	Contract Labor	2,500	2,500	2,500	18
19	24,977	10,620	-	19	Legal Services	-	-	-	19
20	7,540	3,765	10,000	20	Consulting Services	10,000	10,000	10,000	20
21	7,152	6,752	8,125	21	Insurance	8,420	8,420	8,420	21
22	160	608	500	22	Clothing	500	500	500	22
23	8,235	408	5,000	23	Repairs & Maintenance - Buildings	5,000	5,000	5,000	23
24		19,501	20,000	24	Repairs & Maintenance - Land	20,000	20,000	20,000	24
25	47	552	10,000	25	Repairs & Maintenance - Docks	10,000	10,000	10,000	25
26	-	-	-	26	Repairs & Maintenance - Vehicles	720	720	720	26
27	5,702	2,009	2,500	27	Waterway Leases	-	-	-	27
28	5,541	1,494	2,500	28	Permits	2,500	2,500	2,500	28
29	-	-	-	29	Vehicle Lease	3,600	3,600	3,600	29
30	-	-	-	30	Fuel	2,500	2,500	2,500	30
31	148	-	-	31	Property Tax Expense		-	-	31
32	-	12,993	-	32	Insurance Claims		-	-	32
33	\$ 108,496	\$ 102,911	\$ 116,725	33	<b>TOTAL MATERIALS AND SERVICES</b>	\$ 114,090	\$ 114,090	\$ 114,090	33
34				34	CAPITAL OUTLAY				34
35				35	Capital Outlay - Mobile Equipment	-	-	-	35
36				36					36
37	\$ -	\$ -	\$ -	37	<b>TOTAL CAPITAL OUTLAY</b>	\$ -	\$ -	\$ -	37
38	\$ 296,291	\$ 305,321	\$ 357,968	38	<b>Port Ops Total</b>	\$ 345,230	\$ 345,230	\$ 345,230	38

# REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

Historical Data			<b>REQUIREMENTS FOR: PORT DEVELOPMENT</b>	Budget For Next Year 2019/20				
Actual		Adopted Budget		Proposed By	Approved By	Adopted By		
Second Preceding Year 2016/17	First Preceding Year 2017/18	This Year 2018/19		Budget Officer	Budget Committee	Governing Body		
1			1	PERSONNEL SERVICES		1		
2	157,861	166,443	168,740	2	241,240	241,240	241,240	2
3	-	-	-	3	-	-	-	3
4	11,523	12,209	12,909	4	18,455	18,455	18,455	4
5	18,649	32,800	33,748	5	49,737	49,737	49,737	5
6	21,995	22,974	23,893	6	31,607	31,607	31,607	6
7	5,792	3,248	485	7	555	555	555	7
8	3,157	2,001	1,965	8	2,830	2,830	2,830	8
9	879	998	1,177	9	1,811	1,811	1,811	9
10	<b>\$ 219,856</b>	<b>\$ 240,673</b>	<b>\$ 242,916</b>	10	<b>\$ 346,235</b>	<b>\$ 346,235</b>	<b>\$ 346,235</b>	10
11		<b>2.00</b>	<b>2.00</b>	11	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	11
12				12	MATERIALS AND SERVICES			12
13	755	289	5,000	13	-	-	-	13
14	2,505	3,226	7,500	14	5,000	5,000	5,000	14
15	-	20	-	15	-	-	-	15
16	1,229	6,879	-	16	-	-	-	16
17	132	248	-	17	-	-	-	17
18	904	1,281	-	18	-	-	-	18
19	7,152	6,752	-	19	-	-	-	19
20	540	15,999	-	20	-	-	-	20
21	246	600	-	21	400	400	400	21
22	-	-	-	22	1,000	1,000	1,000	22
23	-	-	-	23	10,000	10,000	10,000	23
24	<b>\$ 13,463</b>	<b>\$ 35,293</b>	<b>\$ 12,500</b>	24	<b>\$ 16,400</b>	<b>\$ 16,400</b>	<b>\$ 16,400</b>	24
25				25	CAPITAL OUTLAY			25
26				26				26
27	-	-	-	27	-	-	-	27
28	<b>\$ 233,319</b>	<b>\$ 275,966</b>	<b>\$ 255,416</b>	28	<b>\$ 362,635</b>	<b>\$ 362,635</b>	<b>\$ 362,635</b>	28

# REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

Historical Data			REQUIREMENTS FOR: <b><u>RAILROAD OPERATIONS</u></b>			Budget For Next Year 2019/20		
Actual		Adopted Budget				Proposed By	Approved By	Adopted By
Second Preceding Year 2016/17	First Preceding Year 2017/18	This Year 2018/19				Budget Officer	Budget Committee	Governing Body
1			1	PERSONNEL SERVICES			1	
2	39,536	85,683	87,872	2	95,600	95,600	95,600	2
3	-	-	-	3	-	-	-	3
4	2,940	6,277	6,722	4	7,313	7,313	7,313	4
5	-	15,323	17,574	5	23,986	23,986	23,986	5
6	6,708	17,490	17,719	6	18,641	18,641	18,641	6
7	(562)	1,691	123	7	3,709	3,709	3,709	7
8	1,134	1,000	983	8	944	944	944	8
9	84	516	609	9	691	691	691	9
10	<b>\$ 49,840</b>	<b>\$ 127,981</b>	<b>\$ 131,602</b>	10	<b>\$ 150,884</b>	<b>\$ 150,884</b>	<b>\$ 150,884</b>	10
11		<b>1.00</b>	<b>1.00</b>	11	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	11
12				12	MATERIALS AND SERVICES			12
13	439	759	4,250	13	-	-	-	13
14	3,425	6,061	6,150	14	2,500	2,500	2,500	14
15	975	2,996	-	15	-	-	-	15
16	906	72,164	-	16	-	-	-	16
17	15,717		-	17	-	-	-	17
18	1,043		-	18	-	-	-	18
19	27,406	27,172	23,000	19	24,101	24,101	24,101	19
20	117,978	81,352	50,000	20	35,000	35,000	35,000	20
21	150	473	175	21	-	-	-	21
22	34,862	32,033	3,500	22	-	-	-	22
23	3,688,491	3,685,715	3,778,584	23	-	-	-	23
24	-	-	-	24	3,600	3,600	3,600	24
25	-	-	-	25	2,500	2,500	2,500	25
26	-	-	-	26	-	-	-	26
27	172,255	2,700	50,000	27	-	-	-	27
28	338,936	357,086	100,000	28	-	-	-	28
29	-	-	-	29	720	720	720	29
30	-	-	-	30	-	-	-	30
31	<b>\$ 4,402,583</b>	<b>\$ 4,268,510</b>	<b>\$ 4,015,659</b>	31	<b>\$ 68,421</b>	<b>\$ 68,421</b>	<b>\$ 68,421</b>	31
32				32	CAPITAL OUTLAY			32
33				33	250,000	250,000	250,000	33
34				34				34
35				35				35
36				36				36
37				37				37
38				38				38
39	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	39	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	39
40	<b>\$ 4,452,423</b>	<b>\$ 4,396,491</b>	<b>\$ 4,147,261</b>	40	<b>\$ 469,305</b>	<b>\$ 469,305</b>	<b>\$ 469,305</b>	40

# REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General

(name of fund)

Historical Data				<b>REQUIREMENTS FOR: DREDGE OPERATIONS</b>	Budget For Next Year 2019/20			
Actual		Adopted Budget This Year 2018/19			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2016/17	First Preceding Year 2017/18							
1			1	PERSONNEL SERVICES			1	
2	65,279	68,971	25,923	2	-	-	-	2
3	12,877	21,491	-	3	-	-	-	3
4	5,549	6,809	1,983	4	-	-	-	4
5	-		5,951	5	-	-	-	5
6	-	12,214	5,638	6	-	-	-	6
7	-		1,154	7	-	-	-	7
8	1,356	1,192	648	8	-	-	-	8
9		349	72	9	-	-	-	9
10	51,105			10	-	-	-	10
11	<b>\$ 136,167</b>	<b>\$ 111,027</b>	<b>\$ 41,369</b>	11	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	11
12	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	12	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	12
13				13	MATERIALS AND SERVICES			13
13	8,400	5,618	-	13	-	-	-	13
14	47,270	58,914	-	14	-	-	-	14
15	346		-	15	-	-	-	15
16	682	1,938		16	-	-	-	16
17	906	2,098		17	-	-	-	17
18			4,500	18	-	-	-	18
19	98,776	22,592	6,500	19	-	-	-	19
20	11,149	32,474	4,000	20	-	-	-	20
21	35,682	77,334	9,698	21	-	-	-	21
22	34,411	44,195	50,125	22	-	-	-	22
23	13,301	2,600	8,050	23	-	-	-	23
24	12,531	32,244	-	24	-	-	-	24
25	<b>\$ 263,454</b>	<b>\$ 280,006</b>	<b>\$ 82,873</b>	25	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	25
26	<b>\$ 399,621</b>	<b>\$ 391,034</b>	<b>\$ 124,242</b>	26	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	26

150-504-030 (Rev 10-16)

**SPECIAL FUND**

**RESOURCES AND REQUIREMENTS**

Special Projects Fund

FORM

LB-10

(Name of Municipal Corporation)

Historical Data			DESCRIPTION <b>RESOURCES AND REQUIREMENTS</b>	Budget for Next Year 2019/20						
Actual		Adopted Budget Year 2018/19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 2016/17	First Preceding Year 2017/18									
1			1	RESOURCES			1			
2			2	Project Management Fees	-	-	-	2		
3	6,360,818	4,499,788	3	Channel Modification Project	2,849,064	2,849,064	2,849,064	3		
4		-	4	Charleston Project Loans	-	-	-	4		
5	1,434,161	1,839,226	5	ODOT Railroad Projects Grant	8,032,565	8,032,565	8,032,565	5		
6		1,386,170	6	ConnectOregon V (Rail)	-	-	-	6		
7		5,209,553	7	FastLane Grant	13,595,047	13,595,047	13,595,047	7		
8	23,916		8	Build Grant	20,000,000	20,000,000	20,000,000	8		
9		120,000	9	Other Grants	-	-	-	9		
10		367,655	10	FastLane Match Loan	-	-	-	10		
11		1,750,000	11	Loans Received	-	-	-	11		
12		31,361	12	Transfers from Other funds	235,000	235,000	235,000	12		
13	7,818,895	7,467,440	13		-	-	-	13		
14			14		-	-	-	14		
15			15					15		
16	<b>7,818,895</b>	<b>7,467,440</b>	16	<b>TOTAL RESOURCES</b>	<b>44,711,676</b>	<b>44,711,676</b>	<b>44,711,676</b>	16		
17			17	REQUIREMENTS **				17		
18			18	Department	Object Classification	Detail	-	-	18	
19	189,500		19	Charleston Ops	Materials & Service	Marina Dredging	-	-	19	
20			20	Charleston Ops	Materials & Service	Professional Services	-	-	20	
21		780,057	21	Port Dev	Materials & Service	Professional Services	-	-	21	
22	5,864,458	4,499,788	22	Port Ops	Materials & Service	Channel Mod Project	2,849,064	2,849,064	22	
23		1,750,000	23	Administration	Capital Outlay	Buildings	-	-	23	
24	7,950	32,302	24	Charleston Ops	Capital Outlay	Other	-	-	24	
25		25,000	25	Charleston Ops	Capital Outlay	Buildings	25,000	25,000	25	
26		95,000	26	Charleston Ops	Capital Outlay	Machinery & Equipment	105,000	105,000	26	
27	30,519		27	Charleston Ops	Capital Outlay	Land Improvements	-	-	27	
28		104,747	28	Rail	Capital Outlay	Other	-	-	28	
29		3,081,336	29	Rail	Capital Outlay	Tunnels	1,002,557	1,002,557	29	
30	221,590	444,466	30	Rail	Capital Outlay	Bridges	23,317,512	23,317,512	30	
31	85,888	658,063	31	Rail	Capital Outlay	Track	13,831,957	13,831,957	31	
32	170,200	178,800	32	Rail	Capital Outlay	Machinery & Equipment	-	-	32	
33	8,758	16,588	33	Rail	Capital Outlay	Legal	36,541	36,541	33	
34		409,666	34	Rail	Capital Outlay	Engineering	617,000	617,000	34	
35		44,058	35	Rail	Capital Outlay	Permit & Environmental	160,000	160,000	35	
36	943,996		36	Rail	Capital Outlay	Consulting Services	2,767,045	2,767,045	36	
37	3,054,581		37		Transfer	Transfer to General Fund	-	-	37	
38			38	Ending balance (prior years)					38	
39		-	39	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>			-	-	39	
40	<b>10,577,440.66</b>	<b>7,168,536.55</b>	40	<b>TOTAL REQUIREMENTS</b>			<b>44,711,676</b>	<b>44,711,676</b>	<b>44,711,676</b>	40



## RESERVE FUND RESOURCES AND REQUIREMENTS

Reserve Fund  
(Fund)

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

	Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2019/20			
	Actual		Adopted Budget Year 2018/19			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2016/17	First Preceding Year 2017/18							
1				1	RESOURCES				1
2	(1,172,743)			2	<b>Beginning Fund Balance:</b>				2
3	-			3	General Reserve Fund Balance		-	-	3
4		1,811,280	1,811,280	4	Rail Reserve Fund	1,287,598	1,287,598	1,287,598	4
5		100,000	60,000	5	Dredge Reserve fund	27,896	27,896	27,896	5
6		140,000	140,000	6	Revenue Reserve Fund	140,000	140,000	140,000	6
7				7			-	-	7
8	3,189,581			8	Transfers From Other Funds	1,398,000	1,398,000	1,398,000	8
9				9			-	-	9
10				10			-	-	10
11				11			-	-	11
12		2,051,280		12					12
13	<b>2,016,838</b>	<b>2,051,280</b>	<b>2,011,280</b>	13	<b>TOTAL RESOURCES</b>	<b>2,853,494</b>	<b>2,853,494</b>	<b>2,853,494</b>	13
14				14	REQUIREMENTS **				14
15				15	Department      Object Classification      Account				15
16	-	104,406	726,187	16	Transfer out      General Fund	-	-	-	16
17	-		31,361	17	Transfer out      Special Projects Fund	235,000	235,000	235,000	17
18	-			18	Transfer out      Dredge Fund	27,896	27,896	27,896	18
19				19			-	-	19
20				20			-	-	20
21				21			-	-	21
22				22			-	-	22
23				23			-	-	23
24				24			-	-	24
25				25			-	-	25
26				26			-	-	26
27				27			-	-	27
28				28			-	-	28
29	2,016,838	1,946,874		29	Ending balance (prior years)				29
30			1,253,732	30	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	2,590,598	2,590,598	2,590,598	30
31	<b>2,016,838</b>	<b>2,051,280</b>	<b>2,011,280</b>	31	<b>TOTAL REQUIREMENTS</b>	<b>2,853,494</b>	<b>2,853,494</b>	<b>2,853,494</b>	31

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

\*\*List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**SPECIAL FUND**  
**RESOURCES AND REQUIREMENTS**  
Dredge Fund

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

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2019/20						
Actual		Adopted Budget Year 2018/19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 2016/17	First Preceding Year 2017/18									
1			1	RESOURCES			1			
2			2	Oregon FuelTax Allocation	250,000	250,000	250,000	2		
3	-	-	3	Mobilization	100,000	100,000	100,000	3		
4	-	-	4	Dredge Operations	185,000	185,000	185,000	4		
5	-	-	5			-	-	5		
6	-	-	6			-	-	6		
7	-	-	7			-	-	7		
8	-	-	8			-	-	8		
9	-	-	9			-	-	9		
10	-	-	10			-	-	10		
11	-	-	11	Transfers from Other funds	27,896	27,896	27,896	11		
12	-	-	12			-	-	12		
13			13			-	-	13		
14			14					14		
15	-	-	15	<b>TOTAL RESOURCES</b>	<b>562,896</b>	<b>562,896</b>	<b>562,896</b>	15		
16			16	REQUIREMENTS **				16		
17			17	Department	Object Classification	Detail		17		
18	-	-	18	Dredge Ops	Personnel Services	Salaries	48,826	48,826	48,826	18
19	-	-	19	Dredge Ops	Personnel Services	Overtime & Relief	7,324	7,324	7,324	19
20	-	-	20	Dredge Ops	Personnel Services	FICA - Payroll Taxes	4,295	4,295	4,295	20
21	-	-	21	Dredge Ops	Personnel Services	Retirement Benefits	11,835	11,835	11,835	21
22	-	-	22	Dredge Ops	Personnel Services	Health Insurance	18,100	18,100	18,100	22
23	-	-	23	Dredge Ops	Personnel Services	Workers' Compensation Insurance	2,403	2,403	2,403	23
24	-	-	24	Dredge Ops	Personnel Services	Unemployment Insurance	1,348	1,348	1,348	24
25	-	-	25	Dredge Ops	Personnel Services	Term Life & Long Term Disability Insurance	3,234	3,234	3,234	25
26			26	Dredge Ops	Materials & Service	Training	10,000	10,000	10,000	26
27			27	Dredge Ops	Materials & Service	Travel	60,000	60,000	60,000	27
28	-	-	28	Dredge Ops	Materials & Service	Office Expenses	500	500	500	28
29	-	-	29	Dredge Ops	Materials & Service	Professional Services	25,000	25,000	25,000	29
30	-	-	30	Dredge Ops	Materials & Service	Operational Supplies	50,000	50,000	50,000	30
31	-	-	31	Dredge Ops	Materials & Service	Repair & Maintenance	100,000	100,000	100,000	31
32	-	-	32	Dredge Ops	Materials & Service	Insurance	52,046	52,046	52,046	32
33	-	-	33	Dredge Ops	Materials & Service	Fuel	10,000	10,000	10,000	33
34	-	-	34	Dredge Ops	Materials & Service	Other		-	-	34
35	-	-	35					-	-	35
36	-	-	36					-	-	36
37	-	-	37					-	-	37
38			38	Ending balance (prior years)						38
39			39	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>			157,985	157,985	157,985	39
40	-	-	40	<b>TOTAL REQUIREMENTS</b>			<b>562,896</b>	<b>562,896</b>	<b>562,896</b>	40