



M E M O R A N D U M

TO: Interested Parties
FROM: Eric Farm, President
DATE: October 11, 2022
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 **10:00 a.m., Tuesday, October 18, 2022.**

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.

Members of the public may provide public comment in person, via Zoom, or in writing. If members of the public would like to provide public comment during the meeting via Zoom, please call the administrative office at 541-267-7678 by 8:30 a.m. on Tuesday, October 18, 2022. Written comment will be accepted until 8:30 a.m. on Tuesday, October 18, 2022 by sending an email to portcoos@portofcoosbay.com with the subject line 'Public Comment'.

An **Executive Session** has also been scheduled on **Tuesday, October 18, 2022**, immediately after the Commission Meeting, as authorized under ORS 192.660(2), to:

- (d) conduct deliberations with person designated by the governing body to carry on labor negotiations;
- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments; and
- (n) discuss information about review or approval of programs relating to the security of a number of specified structures, activities and materials relevant to the operation of the state's infrastructure.

EF/lf

**OREGON INTERNATIONAL PORT OF COOS BAY
REGULAR COMMISSION MEETING
10:00 a.m., Tuesday, October 18, 2022**

Port Commission Chambers, 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420
Watch Live on YouTube: www.youtube.com/portcoos

AMENDED AGENDA

1. CALL MEETING TO ORDER

2. INTRODUCTION OF GUESTS AND PORT STAFF

- A. Yelena Nowak & Tim Novotny, Offshore Wind

3. PUBLIC COMMENT

4. CONSENT ITEMS

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9. COMMISSION COMMENTS

10. NEXT MEETING DATE – Tuesday, November 15, 2022, 10:00 a.m.

11. RECESS TO EXECUTIVE SESSION

12. ADJOURN

Consent Items

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
10:00 a.m., Tuesday, September 20, 2022

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

ATTENDANCE

Commission:

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

Staff:

John Burns, Chief Executive Officer; Rich Lopez, General Manager, Coos Bay Rail Line; Margaret Barber, Director of External Affairs and Business Development; Steve Bawn, Charleston Marina Manager; Rick Adamek, Director of Asset Management; Krystal Karcher, Human Resources Generalist; Laura Fortin, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

1. CALL MEETING TO ORDER

President Kronsteiner called the meeting to order at 10:04 a.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. CONSENT ITEMS

- A. Approval of June 16, 2022, Budget Hearing & Regular Commission Meeting Minutes
- B. Approval of June 29, 2022, Special Commission Meeting Minutes
- C. Approval of June, July, and August Invoices
- D. Approval of June, July, and August Contracts Awarded

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners voted to approve the June 16, 2022, Budget Hearing & Regular Commission Meeting Minutes; June 29, 2022, Special Commission Meeting Minutes; June, July, and August Invoices; and June, July, and August Contracts Awarded. **Motion Passed.**

Commissioner Hanson commented she would like for the Board of Commissioners to review the Charleston Revenue / Expense ratios in the Financial reports. John Burns said he would plan for a presentation at the next meeting.

5. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

6. ACTION ITEMS

A. **2022Res09: Ratification of Declaration of Emergency– NB Swingspan Bridge Hydraulic Replacement**

On August 23, 2022, Port staff was notified of a hydraulic pump issue on the North Bend Swing Span bridge which effected the useability of the bridge.

Upon closer inspection of the hydraulics system by Whit Industries, it was determined new hydraulic motors, solenoids, and lines were needed in order to keep the bridge in operable condition. Also, as part of this inspection, it was determined that some of the work areas on the bridge rest pier system must be replaced in order to safely access the hydraulic system. Without timely repairs, CBRL customers would be without service for an excessive amount of time.

On August 25, 2022, Port staff determined it was in the public's best interest to sole source Whit Industries to affect the repairs to the hydraulic system, and to sole source the work platform repairs to Scott Partney Construction, pursuant to ORS 279B.075, based on the following:

- a. Repairs needed to be expedited in an effort to mitigate the time of service interruption.
- b. Whit Industries is an expert in the field of hydraulic systems and possesses both the experience and the manpower to affect the repairs in the most efficient manner.
- c. Scott Partney Construction has extensive construction knowledge of the North Bend Swing Span and bridge repairs in general and had the ability and work force to repair the work platforms in the timeframe necessary to keep the bridge in operation and limit the rail down time for customers.

Chief Executive Officer John Burns declared an emergency and authorized the Port to enter into contracts with Whit Industries and Scott Partney Construction to affect the repairs to resolve this emergency condition.

Scott Partney completed the repairs to the walk surface at the west pier to allow access to the hydraulics on Thursday, September 8, 2022, for a contracted price of \$26,609. Whit Industries completed replacing and repairing the hydraulics on the bridge, on September 12, 2022, for a contracted price of \$30,000.

Upon a motion by Commissioner Farm (second by Commissioner Stevens), the Board of Commissioners motioned to adopt Resolution 2022Res09 ratifying the Declaration of Emergency for emergency repairs to the North Bend Swing Span Bridge. **Motion Passed.**

B. 2022Res10: ODOT Permanent Easement Agreement – Territorial Road, Veneta

The Oregon Department of Transportation (ODOT) is conducting an ADA curb ramp project in Veneta, Oregon, and is requesting a Permanent Easement on Port owned property along the Coos Bay Rail Line on Territorial Road for the construction of a new ADA compliant curb ramp.

In consideration of \$2,700, the Permanent Easement Agreement will grant ODOT authority to construct, reconstruct, repair, and maintain the public highway and its appurtenances and facilities, and also, to construct and maintain water, gas, electric and communication service lines, fixtures and facilities, and appurtenances therefore, upon, over, under and across the property. Per the Terms of Offer, ODOT will remove/replace sidewalk and grass in like kind as needed as part of the project within the permanent easement area.

The Permanent Easement Agreement, exhibit, map, and Terms of Offer were included in the meeting packet. Port's legal counsel has reviewed and accepted the Permanent Easement Agreement.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to adopt Resolution 2022Res10 approving an Easement Agreement between the Port and Oregon Department of Transportation of Port property along the Coos Bay Rail Line on Territorial Road in Veneta and granting Chief Executive Officer John Burns authority to execute the Agreement. **Motion Passed.**

C. Bay Area Chamber of Commerce Lease Renewal

The Bay Area Chamber of Commerce is a 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 expired July 31, 2022. The Bay Area Chamber of Commerce expressed interest in entering into a new one-year lease agreement for leased space in the Hub Building. The Chamber is a Tenant in good standing with the Port.

Upon a motion by Commissioner Hanson (second by Commissioner Stevens), the Board of Commissioners motioned to approve the Oregon International Port of Coos Bay to execute a new one-year lease agreement with the Bay Area Chamber of Commerce. **Motion Passed.**

D. Shoji Planning LLC. Lease Renewal

Shoji Planning, LLC is a 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 expired July 31, 2022. Shoji Planning, LLC expressed interest in entering into a new one-year lease agreement for leased space in the Hub Building. The Shoji Planning, LLC is a Tenant in good standing with the Port.

Upon a motion by Commissioner Hanson (second by Commissioner Farm), the Board of Commissioners motioned to approve the Oregon International Port of Coos Bay to execute a new one-year lease agreement with Shoji Planning, LLC. **Motion Passed.**

7. **OTHER**

8. **COMMISSION COMMENTS**

Commissioner Farm asked if the SDAO Best Practices deadline was October 1, 2022, or 2023. Mr. Burns said he would gather the answer for Commissioner Farm.

Mr. Burns commented on the current fire season and some recent events that effected both the Port property and properties in close proximity of Port properties. On Friday, September 16, 2022, there was a brush fire on the North Spit. Mr. Burns said the fire was determined to not be caused by the Port's locomotives, rolling stock, or any other Port assets.

Mr. Burns recognized Marina Manager Steve Bawn and his staff at the Charleston Marina for their good work responding to a fire Monday night, September 19, 2022. Security cameras and crew witnessed an individual siphoning gas from vehicles parked in the Marina parking lot, who then proceeded to light a cigarette, causing a fire. Three vehicles were totaled in the fire damage and two other vehicles as well as the asphalt parking lot, were damaged. Mr. Burns reported that Insurance has been notified and damages are being assessed.

President Kronsteiner announced the Senate will be meeting Wednesday, September 21, 2022, to approve his replacement on the Commission. President Kronsteiner shared his appreciation and confidence in working with the Commission Board members, Port staff and the Port CEO over the last 18 years.

9. **NEXT MEETING DATE** – Tuesday, October 18, 2022, 10:00 a.m.

10. **RECESSED TO EXECUTIVE SESSION**

President Kronsteiner recessed the meeting at 10:28 a.m. and entered into Executive Session to:

(d) conduct deliberations with person designated by the governing body to carry on labor negotiations;

(e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;

(g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;

(h) consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed;

(i) review and evaluate the job performance of a chief executive officer, other officers, employees and staff, if the person whose performance is being reviewed and evaluated does not request an open hearing; and

(j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

Mr. Stebbins commented on the integrity and outstanding business ethics of President Kronsteiner. He thanked President Kronsteiner for his work and dedication to both the community and to the Port of Coos Bay over the years.

11. MEETING RECONVENED

The public meeting was reconvened at 12:25 p.m. President Kronsteiner announced his resignation as President of the Board of Commissioners of the Oregon International Port of Coos Bay.

Upon a motion by Commissioner Hanson (second by Commissioner ViksneHill), the Board of Commissioners voted to appoint Eric Farm as the new President of the Board of Commissioners of the Oregon International Port of Coos Bay. **Motion Passed.**

12. ADJOURN

President Kronsteiner adjourned the meeting at 12:26 p.m.



M E M O R A N D U M

To: John Burns, Chief Executive Officer
From: Mary Green, Accounting Clerk
Date: October 11, 2022
Subject: Invoices Paid for Commission Approval through September 2022

A/P checks issued per NetSuite financial system	588,737.88
Payroll disbursement per Umpqua Bank statement	148,047.40
Electronic disbursements per Umpqua Bank statement	1,470,597.52
Total Disbursements	<u>\$ 2,207,382.80</u>



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Megan Richardson, Accounting Manager

DATE: October 11, 2022

SUBJECT: September 2022 Contracts Awarded

The following are bids that were awarded, and contracts authorized and signed by the Chief Executive Officer during the month of September. 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
Scott Partney Construction	North Bend Swing Span Walkway Repairs	\$26,609.00
Whit Industries	Change Order #1: North Bend Swing Span Hydraulic Repairs	\$9,180.34
Scott Partney Construction	2022 On Call Bridge Repair Section #1 - MP652-687	\$150,000.00
Scott Partney Construction	2022 On Call Bridge Repair Section #2 – MP687-725	\$150,000.00
Scott Partney Construction	2022 On Call Bridge Repair Section #3 - MP725-770	\$150,000.00
Shad Co Railroad Construction LLC	On-Call Track Repair Section #1 - MP650-687	\$150,000.00
Shad Co Railroad Construction LLC	On-Call Track Repair Section #2 - MP687-725	\$150,000.00
Shad Co Railroad Construction LLC	On-Call Track Repair Section #3 - MP725-770	\$150,000.00
Total Contracts Awarded for this period:		\$935,789.34



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Community Giving Committee

DATE: October 11, 2022

SUBJECT: Community Giving Recommendation

In January 2019, the Board of Commissioners approved Resolution 2019Res02, adopting the Port Policy Manual Section 12.5: Community Giving. Each year, the Port of Coos Bay budgets funds for Community Giving in the form of scholarships, community events, and donations to support the Port’s mission of promoting sustainable development that enhances the economy of Southwest Oregon and the State.

The Community Giving Committee meets quarterly to discuss and evaluate requests made to the Port to support various charitable causes and community events. The committee met on October 3, 2022 to discuss community donation requests received.

Three requests are not recommended for funding at this time. Two requestors did not submit the required introduction form, and one request was inconsistent with prior funding of community events.

Community giving donation requests and event sponsorships are reviewed on a quarterly basis and awarded as budget funds allow. The Community Giving Committee makes the following recommendations, to be included in the appropriate fiscal year budget:

Community Giving Donations	Amount
Coos Watershed Association Birthday Bash Fundraiser (Oct. 22, 2022)	\$500
Coos County Sherriff’s K-9 Fundraiser (Nov. 12, 2022) (In-Kind donation valued at \$200)	\$200
Oregon Angler’s Alliance – Salmon Values Project	\$1,000
Total:	\$1,700



M E M O R A N D U M

TO: Port of Coos Bay Board of Commissioners
FROM: Lanelle Comstock, Chief Administrative Officer
DATE: October 11, 2022
SUBJECT: 2022 SDIS Best Practices Program – Property / Casualty Insurance Credits

Each year, the Port of Coos Bay participates in the Special Districts Insurance Services (SDIS) Best Practices Program to receive a credit on the following year's contributions for general liability, auto liability, and property insurance. The purpose of the program is to assist districts with implementing best practices to mitigate risk in areas of high exposure.

The Port is currently anticipated to receive a 6% credit toward the 2022 SDIS insurance premium based on completion of the following requirements:

- Affiliate Organization Membership (2%)** – *The Port must be a member of an SDAO affiliated organization.*

The Port is a member of the Oregon Public Ports Association (OPPA), paid through SDAO.

- Board Duties & Responsibilities Policy (2%)** – *The Port must have adopted a policy regarding board duties and responsibilities.*

Port Policy Manual Chapter 2: Board of Commissioners, addresses policies such as Membership on the Board, Powers of the Board, Orientation, and Board Member Responsibilities and Duties.

- Board Duties & Responsibilities Checklist (2%)** – *The self-evaluation checklist must be completed.*

The self-evaluation checklist begins on page 3 of the Best Practices Survey following this memo.

An additional 2-4% credit (4% is about a \$6,500 credit) can still be obtained with the help of the Board of Commissioners by fulfilling the following requirements (the deadline to complete these requirements is November 4, 2022):

- **2% - Training:** All members of the Board must attend one online or in person class regarding Board members duties and responsibilities. Examples of trainings that qualify include:
 - SDAO Board of Directors and Management Staff Regional Training
 - Board Duties and Responsibilities Training
 - [Boardmanship 301 - Special Districts Association of Oregon \(sdao.com\)](http://sdao.com)
 - [Boardroom Dancing - Special Districts Association of Oregon \(sdao.com\)](http://sdao.com)

- **2% - Board Member Education:** At least two members of the Board must enroll in the SDAO Board Leadership Academy. The SDAO Board Leadership Academy has been designed to ensure that Oregon’s special district board members have the tools necessary to provide superior leadership and governance to their communities. The program offers current, in-depth training and education opportunities in several areas including board member basics, statutory obligations, risk management, and human resources. There is no cost to enroll.
 - Interested Board members must complete an enrollment form located on the SDAO website at www.sdao.com/sdao-board-leadership-academy

Please let me know if you have attended a training or enrolled in the Leadership Academy.

SDIS 2023 Best Practices Survey

SDIS 2023

Entity Name

Oregon International Port of Coos Bay

Contact Name

Lanelle Comstock

Contact Email

lcomstock@portofcoosbay.com

Contact Phone

541-267-7678


Total Discount %


6


Check Yes if completed **Yes** **Help** **More Information**

Affiliate Membership - 2% Credit. Is your organization a member of:













1 Oregon Fire District Directors Association (OFDDA)?  (<http://www.ofdda.com>)


2 Oregon Fire Chiefs Association (OFCA)? ?  (<http://www.ofca.org>)

3 Oregon Water Resources Congress (OWRC)?  (<https://www.owrc.org/>)



4 Oregon Mosquito and Vector Control Association?  (<http://www.omvca.org>)

5 Oregon Recreation and Park Association (ORPA)?  (<https://www.orpa.org>)

	Check Yes if completed	Yes	Help	More Information
6	Oregon Public Ports Association (OPPA)?	<input checked="" type="checkbox"/>		 (http://www.oregonports.com)
7	Oregon Association of Clean Water Agencies (ORACWA)?	<input type="checkbox"/>		 (http://www.oracwa.org)
8	Oregon Association of Conservation Districts (OACD)?	<input type="checkbox"/>		 (https://oacd.org)
9	Cemetery Association of Oregon?	<input type="checkbox"/>		 (http://www.oregoncemeteries.com)
10	Oregon APCO-NENA?	<input type="checkbox"/>		 (http://www.oregonapconena.org/)
11	Oregon Transit Association (OTA)?	<input type="checkbox"/>		 (http://www.oregontransit.com)
12	Oregon People's Utility Districts Association (OPUDA)?	<input type="checkbox"/>		 (http://www.opuda.org/)
13	Oregon Association of Water Utilities (OAWU)?	<input type="checkbox"/>		 (http://www.oawu.net)
14	Oregon Library Association (OLA)?	<input type="checkbox"/>		 (http://www.olaweb.org)
15	Oregon Economic Development District Association (OEDD)?	<input type="checkbox"/>		 (http://www.oedd.org/)
16	Oregon PRIMA?	<input type="checkbox"/>	?	 (http://orprima.org)
17	Oregon Association of Hospitals and Health Systems (OAHS)?	<input type="checkbox"/>		 (http://www.oahhs.org/)

	Check Yes if completed	Yes	Help	More Information
18	Oregon Association Chiefs of Police (OACP)?	<input type="checkbox"/>		 (http://www.policechief.org)
19	Oregon Rural Health Association (ORHA)?	<input type="checkbox"/>		 (https://orha.wildapricot.org)

Board Duties and Responsibilities Checklist - 2% Credit

20	Does your district have written board duties and responsibilities of officers?	<input checked="" type="checkbox"/>		
21	Do you provide each board member with a copy of ORS 198 and the statute that regulates the type of district you represent?	<input checked="" type="checkbox"/>		 (https://oregon.public.law/statutes/ors_chapter_198)
22	Do you distribute a copy of Oregon Government Ethics Law to each board member?	<input checked="" type="checkbox"/>		 (https://www.oregon.gov/ogec/Documents/2021%20PO%20Guide%20Final%20Adopted.pdf)
23	Do you have an adopted policy to utilize SDAO pre-loss legal program or seek qualified legal advice before any major decision that could lead to a lawsuit?	<input type="checkbox"/>		
24	Is there an annual review/training of each board member and written acknowledgement of policy and training kept on file?	<input type="checkbox"/>		

Check Yes if completed

Yes

Help

More Information

-
- 25 Does the frequency of board meetings comply with the Oregon statute regulating your type of district?
-
- 26 Do you have a procedure for election of board officers?
-
- 27 Does your district follow ORS 198 or other authorizing statute for filling board vacancies? ⓘ (https://oregon.public.law/statutes/ors_198.320)
-
- 28 Does your Board file the Notice of Registered Agent with the Oregon Secretary of State Archives Division and annually review the submitted notice to ensure that information is current? ⓘ (<https://sos.oregon.gov/business/Pages/registered-agents-service-of-process.aspx>)
-
- 29 Does your district have an established Budget Committee? (For districts not governed by Oregon Budget Law, hold at least one budget work session.)
-
- 30 Does your district approve an annual budget?

Check Yes if completed

Yes

Help


More Information

31 Does your district annually review the board approved personnel policies?


32 Does your district have an adopted public meetings and records policy and have you trained your board members on public meetings and records laws?


33 Has your board engaged in a Board Practices Assessment with the SDAO Consulting Services Program?  (<https://www.sdao.com/consulting-services-program>)

Board Duties and Responsibilities Policy - 2% Credit






34 Does your district have an adopted policy regarding board duties and responsibilities?  (<https://sdaoresourcelibrary.com/download/2022-board-duties-policy/>)

Board Member Education Program - 2% Credit. At least two (2) members of the board have enrolled in the SDAO Board Leadership Academy or SDAO/OFDDA Fire District Directors Academy:

35 SDAO Board Leadership Academy ?  (<https://www.sdao.com/sdao-board-leadership-academy>)

36 SDAO/OFDDA Fire District Directors Academy (applicable to fire districts) ?  (<https://www.sdao.com/sdao-ofdda-fire-district-directors-academy>)

SDAO-SDIS Training - 2% Credit. ALL board members must attend a training OR complete a BPA. Mark the appropriate box(es) below to indicate which were attended.

	Check Yes if completed	Yes	Help	More Information
37	SDAO Board of Directors and Management Staff Regional Training	<input type="checkbox"/>		 (https://www.sdao.com/sdao-board-of-directors-and-management-staff-training-series)
38	Board Duties and Responsibilities Pre-Conference Training	<input type="checkbox"/>	?	 (https://www.sdao.com/annual-conference)
39	OFDDA/OFCA board training sponsored by SDAO	<input type="checkbox"/>		 (https://www.sdao.com/trainings)
40	Boardmanship 301	<input type="checkbox"/>	?	 (https://www.sdao.com/training-videos)
41	Boardroom Dancing	<input type="checkbox"/>	?	 (https://www.sdao.com/training-videos)
42	Has your district completed a Board Practices Assessment during this calendar year?	<input type="checkbox"/>	?	

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: October 11, 2022
SUBJECT: Administrative Services Management Report

Upcoming Scheduled Meetings and Events:

- October Regular Commission Meeting: Tuesday, October 18, 10:00 am
- Veterans Day – Offices Closed: Friday, November 11
- November Regular Commission Meeting: Tuesday, November 15, 10:00 am

ADMINISTRATION:

Veneta Railroad Office: Admin Staff continues working with the City of Veneta and utility providers to permit for the placement of an office building along the railroad in Veneta. The specifications for trenching and bringing electricity to the site are currently being drafted by the power utility district, and a quote and plan has been obtained to construct a fence around the site once the pre-existing building is moved from the Terminal One facility. Our goal is to have this project completed by Thanksgiving.

RV Park Online Reservations System: As addressed during the budget planning process, one of the goals for the Administration Department this fiscal year is to implement an online RV Park Reservation System that integrates with the Port’s current financial and RV Park reservation system. Admin Staff has been working with Finance and Charleston Staff in determining the functionality of the system, licensing costs, and implementation. An online reservation system will save the amount of time staff spends on the phone reserving sites for customers, and will enhance customer capabilities, including managing their reservation and account. This online reservation system will be implemented in January 2023.

2022 SDIS Best Practices Program - Board Duties and Responsibilities: **IT’S NOT TOO LATE!** The deadline to complete the Board Member Training or SDAO Academy Enrollment for an additional 2-4% of savings on our 2023 insurance premiums is November 4, 2022. Please see the Best Practices Program Checklist in the Consent Section of this packet for additional information.

HUMAN RESOURCES:

HR Generalist: Krystal Karcher has been very busy not only training Laura Fortin on the essential functions of the Administrative Assistant position, but also taking on her new role as Human Resources Generalist. Krystal is diligently recruiting and interviewing to fulfill vacant positions, conducting new hire onboarding, attending HR trainings, and creating an employee development plan beginning with Maintenance Staff.

Retirement: Port of Coos Bay Maintenance Operator, Richard Taylor, is retiring October 31, 2022, after 14 years of service with the Port of Coos Bay. We are extremely grateful for Richard's service and wish him much enjoyment and relaxation in his retirement.

Filled Positions:

- **Charleston Marina Office Assistant:** Julie Williams was hired as an Office Assistant in the Charleston Marina office to provide customer service to all Marina and RV Park customers. This position was filled by a temporary position during the busy summer season, but the need for a full-time position became evident. Julie has extensive office management and RV Park experience and provides superb customer service. We are excited to have Julie on our team.
- **Maintenance Apprentices:** Bruce Daugherty and Calvin Hack Jr. have been hired as Maintenance Apprentices in the Charleston Marina. Bruce was with a Public Works Department for over 13 years and has over 6 years of security experience. Calvin has previous experience as a heavy equipment mechanic and as a CNC operator. Their experience and positive attitudes will be great additions to the Maintenance Staff. Welcome Bruce and Calvin!

Recruitment:

CBRL is seeking to hire the following positions:

- A **Track Laborer** to perform track maintenance and repairs to ensure safe and efficient movement of trains along the Rail Line. Essential job functions include observing the condition of tracks, track beds and track right-of-way for problems or defects, removing and replacing rails, rail anchors, spikes, ballast, ties and other track parts as needed, and operating heavy machinery and hand tools including chainsaws. Work locations include elevated heights such as bridges over waterways and in dark, close clearance spaces such as tunnels.
- A **Locomotive Diesel Mechanic** to inspect, repair and maintain the engine and mechanical components of railroad locomotives and hyrail fleet. Essential job functions include diagnosing, repairing, replacing, or rebuilding diesel engines, air brake systems, fuel systems, and other locomotive mechanical components, as well as efficiently operating equipment including measuring instruments, precision machines, hand tools, and material handling equipment, i.e. forklifts, cranes and overhead hoists.

RISK MANAGEMENT:

Open Property Insurance Claims: The Port of Coos Bay is currently working with Special District Insurance Services on the following open property insurance claims:

Claim	Date of Incident	Claim Amount
F-Dock Gangway Allision by F/V	September 2, 2021	~\$27,000
Ice Dock Allision by F/V	October 1, 2021	~\$25,500
Post Office Building Damage by Customer Vehicle	August 8, 2022	~\$18,000
Marina Parking Lot Fire	September 19, 2022	TBD

Regional Risk Management Training: Special District Association of Oregon is hosting a Regional Risk Management Hot Topics Conversation & Networking event at the Charleston Marina RV Park Rec Room on October 12 from 9:00am until 11:00am. Since each area of Oregon has unique geographical risk issues, this interactive session is designed to help SDAO target these risk issues and develop resources specific to our area. Participants are invited to discuss struggles that their Special District is facing, while collaborating with others.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Director of Finance
DATE: October 11, 2022
SUBJECT: Accounting & Finance Management Report

We hereby present August and August Year-to-Date (2 months) of financial results for the Port.

Operating Revenue:

Total operating revenues were \$439K which was \$61K less than budget. All departments reported revenues that fell short of budget except External Affairs. Administration has budgeted for full tenancy, but they are currently down two lessees. Port Ops has decreased revenue due to the timing of budgeted CPI increases. Rail Ops fell short this month due to lower rail car movements. Charleston Ops had decreased revenue because of lower than projected ice sales and lower activity in the shipyard. They did exceed their projections for the Marina moorage and RV Park revenue. These higher than expected revenues help to offset the overall impact of the shortfall from Charleston's other operations.

Operating Expense:

Operating expenses totaled \$540K, which was \$156K less than budget. All departments underspent their budgets this month. One of the major projects that started in July was derelict vessel destruction in Charleston. It was only partially complete and will be seen in September's financials.

Operating Result:

The Port ended August with a \$101K loss against a planned deficit of \$196K, which is greater than plan by \$95K. All departments, except for Rail Ops, performed better than plan this month. Rail's shortfall is due to lower revenue.

Other Income & Expense:

Total other revenues totaled \$23K, which is less than budget by \$10K. This shortfall is due to the timing of other grant funds. This year the Port has budgeted for two other grants which have been evenly allocated across the year due to the unknown timing of when these funds could be expected. The first grant is the Safety Grant and the status of the grant is still unknown at this time. The second grant is a port planning and marketing grant through IFA for a feasibility study. This project is underway and grant revenues should be received beginning in October. Other expenses totaled \$5K this period, which was underspent by \$136K. This underspending is related to the timing of capital outlays.

Net Result & Year to Date:

August had a net loss of \$83K compared to a budgeted net loss of \$304K resulting in a \$221K positive variance. This variance underscores the importance of achieving a strong topline, in addition to managing operating expenses well.

Other Comments:

Total Cash	Restricted			
September Cash Balance	Total Restricted	Project Crafty	State Dredge Funds	IFA Channel Mod
10,171,902.20	5,486,213.01	445,404.74	33,315.38	5,007,492.88

The total cash balances in all bank accounts for September month end were \$10,171,902.20 which is an increase of \$327K from August. Restricted funds are detailed in the table above. Interest earnings on unrestricted funds for the period totaled \$3,110.71. 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 increased to 1.58% from 0.1.25% pa. This is an increase of the pool interest rate by 0.33% since the start of the fiscal year.

The finance department is currently working with auditors to complete year end field work. We have completed one of the two scheduled weeks for final field work. Once field work has completed Finance Staff will continue to respond to auditors and work towards a draft audit document in November.

Financial Report - Actual vs. Budget - General Fund

For Period Ending Aug 2022



		Current Period				Same Month Last Year			Year to Date				Year End					
		Aug 2022		\$ Diff	% Diff	Aug 2021		Jul 2022 - Aug 2022		Prior FYTD vs Current FYTD		Jul 2022 - Jun 2023						
		Actual	Budget			Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
1	Operating Income																	
2	Administration	11,678	17,712	(6,033)	(34%)	1,371	10,308	752%	26,773	35,423	(8,650)	(24%)	2,741	24,032	877%	203,889	212,539	(4%)
3	External Affairs	15,025	15,025	0	0%	25	15,000	60000%	30,050	30,050	0	0%	83	29,967	36105%	90,300	90,300	0%
5	Port Operations	22,501	27,290	(4,789)	(18%)	16,248	6,253	38%	46,845	54,579	(7,734)	(14%)	34,357	12,488	36%	319,741	327,475	(2%)
6	Railroad Operations	106,494	155,105	(48,611)	(31%)	86,135	20,359	24%	215,051	315,490	(100,439)	(32%)	172,632	42,419	25%	4,140,881	4,241,320	(2%)
8	Charleston Operations																	
9	Building & Dock Leases	26,752	28,502	(1,750)	(6%)	23,945	2,807	12%	53,504	57,004	(3,500)	(6%)	49,373	4,132	8%	338,523	342,023	(1%)
11	Marina	99,885	90,989	8,896	10%	96,006	3,880	4%	178,686	164,526	14,160	9%	171,363	7,323	4%	1,125,420	1,111,260	1%
12	Shipyards	18,840	26,431	(7,591)	(29%)	21,923	(3,084)	(14%)	39,984	52,862	(12,877)	(24%)	43,284	(3,300)	(8%)	304,292	317,170	(4%)
13	RV Park	69,935	63,181	6,754	11%	70,233	(298)	(0%)	136,347	124,870	11,477	9%	137,494	(1,147)	(1%)	454,177	442,700	3%
14	Ice Plant	60,328	63,652	(3,324)	(5%)	47,174	13,154	28%	103,560	121,185	(17,625)	(15%)	89,814	13,747	15%	282,375	300,000	(6%)
16	Travel Lift	5,119	7,651	(2,532)	(33%)	6,037	(918)	(15%)	10,238	16,215	(5,977)	(37%)	12,677	(2,439)	(19%)	54,023	60,000	(10%)
17	Other	2,098	4,167	(2,069)	(50%)	1,613	485	30%	3,451	8,333	(4,882)	(59%)	3,334	117	4%	15,118	20,000	(24%)
18	Total Charleston Operations	282,956	284,572	(1,616)	(1%)	266,931	16,025	6%	525,771	544,995	(19,224)	(4%)	507,337	18,434	4%	2,573,928	2,593,152	(1%)
19	Total Operating Income	438,654	499,703	(61,049)	(12%)	370,709	67,944	18%	844,490	980,538	(136,047)	(14%)	717,151	127,339	18%	7,328,739	7,464,786	(2%)
21	Operating Expenses																	
22	Administration	155,975	193,214	37,240	19%	137,966	(18,008)	(13%)	231,550	337,090	105,540	31%	212,111	(19,439)	(9%)	2,447,308	2,552,848	4%
23	External Affairs	43,061	53,521	10,461	20%	23,013	(20,048)	(87%)	58,255	96,497	38,242	40%	40,147	(18,108)	45%	505,152	543,394	(7%)
25	Port Operations	87,460	144,476	57,016	39%	73,450	(14,010)	(19%)	134,825	245,166	110,341	45%	106,808	(28,018)	26%	1,192,513	1,302,854	(8%)
26	Railroad Operations	27,225	53,872	26,647	49%	4,945	(22,279)	(451%)	30,822	107,744	76,922	71%	8,091	(22,731)	281%	569,541	646,463	(12%)
28	Charleston Operations	225,787	250,401	24,614	10%	144,241	(81,547)	(57%)	332,320	447,566	115,246	26%	243,892	(88,427)	36%	2,126,631	2,241,877	(5%)
29	Total Expenses	539,507	695,485	155,978	22%	383,615	(155,892)	(41%)	787,771	1,234,062	446,291	36%	611,049	(176,723)	(29%)	6,841,146	7,287,436	6%
31	Operating Results																	
32	Administration	(144,296)	(175,503)	31,207	(18%)	(136,596)	(7,700)	6%	(204,777)	(301,667)	96,890	(32%)	(209,370)	4,593	(2%)	(2,243,419)	(2,340,309)	(4%)
33	External Affairs	(28,036)	(38,496)	10,461	(27%)	(22,988)	(5,048)	22%	(28,205)	(66,447)	38,242	(58%)	(40,064)	11,859	(30%)	(414,852)	(453,094)	(8%)
35	Port Operations	(64,959)	(117,186)	52,227	(45%)	(57,202)	(7,757)	14%	(87,980)	(190,587)	102,607	(54%)	(72,451)	(15,530)	21%	(872,772)	(975,379)	(11%)
36	Railroad Operations	79,269	101,233	(21,964)	(22%)	81,189	(1,920)	(2%)	184,229	207,746	(23,517)	(11%)	164,541	19,688	12%	3,571,340	3,594,857	(1%)
38	Charleston Operations	57,169	34,171	22,998	67%	122,690	(65,521)	(53%)	193,451	97,429	96,022	99%	263,445	(69,994)	(27%)	447,297	351,275	27%
39	Totals Operating Results	(100,853)	(195,781)	94,929	(48%)	(12,906)	(87,947)	681%	56,719	(253,525)	310,243	(122%)	106,102	(49,383)	(47%)	487,594	177,350	175%
41	Tax Collected	12,994	12,446	548	4%	14,251	(1,257)	(9%)	400,768	471,384	(70,616)	(15%)	43,307	357,461	825%	2,707,385	2,778,001	(3%)
42	Financial Income	9,891	8,374	1,518	18%	9,249	642	7%	19,273	16,748	2,526	15%	18,604	669	4%	103,013	100,487	3%
43	Grant Income	0	12,500	(12,500)	(100%)	1,382	(1,382)	(100%)	0	12,500	(12,500)	(100%)	1,382	(1,382)	(100%)	72,500	85,000	(15%)
45	Other Income	414	0	414	-	442	(29)	(6%)	18,844	0	18,844	-	1,211	17,633	1457%	18,844	0	-
46	Total Other Income	23,299	33,320	(10,021)	(30%)	25,325	(2,026)	(8%)	438,885	500,632	(61,747)	(12%)	64,504	374,381	580%	2,901,741	2,963,488	(2%)
48	Financial Expenses & Taxes	3,496	2,542	(954)	38%	19,557	16,061	(82%)	6,647	5,083	(1,564)	31%	22,478	15,831	(70%)	52,564	51,000	(3%)
49	Debt Service	1,910	13,745	11,834	(86%)	5,122	3,212	(63%)	3,821	27,489	23,668	(86%)	10,245	6,424	(63%)	1,265,440	1,289,108	2%
50	Capital Outlays	0	124,811	124,811	(100%)	47,868	47,868	(100%)	0	222,622	222,622	(100%)	47,868	47,868	(100%)	978,108	1,200,730	19%
51	Interfund Transfers	0	0	0	-	0	0	-	0	0	0	-	0	0	-	1,000,000	1,000,000	0%
52	Total Other Expenses	5,406	141,097	135,691	(96%)	72,547	67,141	(93%)	10,468	255,194	244,726	(96%)	80,591	70,123	(87%)	3,296,112	3,540,838	(7%)
54	Net Result	(82,960)	(303,558)	220,598	73%	(60,129)	(22,831)	38%	485,136	(8,087)	493,223	6099%	90,016	395,120	(439%)	93,222	(400,000)	123%

Financial Report - Actual vs. Budget
For Period Ending Aug 2022

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					
	Aug 2022		\$ Diff	% Diff	Aug 2021		Jul 2022 - Aug 2022				Prior FYTD vs Current FYTD						
	Actual	Budget			Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	10,678	16,712	(6,033)	-36%	371	10,308	2781%	24,773	33,423	(8,650)	-26%	741	24,032	3242%	191,889	200,539	-4%
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	2,000	2,000	0	0%	2,000	0	0%	12,000	12,000	0%
Total Operating Income	11,678	17,712	(6,033)	-34%	1,371	10,308	752%	26,773	35,423	(8,650)	-24%	2,741	24,032	877%	203,889	212,539	-4%
Expenses																	
Personnel Services																	
5005 Salaries	88,903	92,978	4,075	4%	77,840	(11,063)	-14%	122,795	154,882	32,087	21%	108,998	(13,797)	-13%	772,915	805,002	4%
5010 Other compensation	0	2,459	2,459	100%	0	0	-	0	4,096	4,096	100%	0	0	-	17,195	21,291	19%
5050 Merit Pool	0	2,657	2,657	100%	0	0	-	0	4,425	4,425	100%	0	0	-	18,575	23,000	19%
Total Compensation	88,903	98,093	9,190	9%	77,840	(11,063)	-14%	122,795	163,404	40,609	25%	108,998	(13,797)	-13%	808,684	849,293	5%
5100 Federal Payroll taxes	5,561	6,759	1,198	18%	5,278	(283)	-5%	8,104	11,258	3,154	28%	7,637	(467)	-6%	55,362	58,516	5%
5105 State Payroll taxes	20	0	(20)	-	19	(1)	-7%	28	0	(28)	-	26	(2)	-7%	28	0	-
5110 Unemployment Insurance	924	1,794	871	49%	726	(198)	-27%	1,294	2,989	1,696	57%	1,021	(273)	-27%	13,842	15,537	11%
5115 Workers compensation	0	386	386	100%	256	256	100%	0	643	643	100%	511	511	100%	2,698	3,341	19%
Total Payroll Taxes	6,505	8,939	2,434	27%	6,279	(226)	-4%	9,426	14,891	5,465	37%	9,195	(231)	-3%	71,929	77,394	7%
5200 Medical insurance	7,293	14,240	6,947	49%	6,834	(459)	-7%	14,587	23,721	9,134	39%	13,669	(918)	-7%	114,155	123,289	7%
5205 Dental insurance	930	1,628	698	43%	882	(48)	-5%	1,908	2,712	804	30%	1,764	(144)	-8%	13,292	14,096	6%
5215 Term life insurance	100	156	56	36%	100	0	0%	200	260	60	23%	182	(18)	-10%	1,290	1,350	4%
5220 Long Term Disability insurance	288	557	269	48%	310	21	7%	687	928	241	26%	576	(112)	-19%	4,583	4,824	5%
5225 PERS Employer Contributions	12,277	19,270	6,993	36%	9,349	(2,928)	-31%	19,258	32,100	12,842	40%	15,564	(3,694)	-24%	153,996	166,838	8%
5230 PERS Employee Contributions	3,427	5,384	1,957	36%	2,666	(761)	-29%	5,375	8,968	3,593	40%	4,327	(1,048)	-24%	43,018	46,611	8%
5295 Allocations	0	(212)	(212)	100%	0	0	-	0	(353)	(353)	100%	0	0	-	(1,482)	(1,835)	19%
Total Insured Benefits	24,315	41,023	16,707	41%	20,141	(4,174)	-21%	42,015	68,335	26,320	39%	36,081	(5,934)	-16%	328,853	355,173	7%
Total Personnel Services	119,723	148,055	28,331	19%	104,260	(15,463)	-15%	174,236	246,630	72,394	29%	154,274	(19,962)	-13%	1,209,466	1,281,860	6%
Goods & Services																	
6005 Seminars & training	0	196	196	100%	0	0	-	40	392	352	90%	695	655	94%	1,998	2,350	15%
6010 Educational reimbursement	0	83	83	100%	0	0	-	0	167	167	100%	0	0	-	833	1,000	17%
Total Staff Training	0	279	279	100%	0	0	-	40	558	518	93%	695	655	94%	2,832	3,350	15%
6020 Travel - airfare	0	167	167	100%	0	0	-	0	333	333	100%	0	0	-	1,667	2,000	17%
6025 Travel - lodging & transportation	0	333	333	100%	0	0	-	0	667	667	100%	0	0	-	3,333	4,000	17%
6030 Travel - Per Diem & mileage reimbursement	0	333	333	100%	0	0	-	0	667	667	100%	0	0	-	3,333	4,000	17%
6035 Meals & Entertainment	0	208	208	100%	115	115	100%	606	417	(189)	-45%	115	(491)	-425%	2,689	2,500	-8%
Total Travel & Entertainment	0	1,042	1,042	100%	115	115	100%	606	2,083	1,477	71%	115	(491)	-425%	11,023	12,500	12%
6050 Office supplies	503	779	276	35%	343	(160)	-47%	1,153	1,558	405	26%	878	(275)	-31%	8,945	9,350	4%
6055 Kitchen supplies	181	284	103	36%	213	32	15%	325	568	243	43%	436	111	25%	3,165	3,408	7%
6060 IT supplies	2,416	1,433	(982)	-69%	0	(2,416)	-	2,941	2,867	(74)	-3%	0	(2,941)	-	17,274	17,200	0%

**Financial Report - Actual vs. Budget
For Period Ending Aug 2022**

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					
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				Prior FYTD vs Current FYTD			Jul 2022 - Jun 2023		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6070 Postage & courier services	0	333	333	100%	400	400	100%	400	667	267	40%	400	0	0%	3,733	4,000	7%
6080 Office lease	0	0	0	-	8,046	8,046	100%	0	0	0	-	16,092	16,092	100%	0	0	-
6085 Office equipment lease	0	189	189	100%	0	0	-	0	378	378	100%	0	0	-	1,890	2,268	17%
6087 Office equipment repairs & maintenance	231	375	144	38%	188	(44)	-23%	506	750	244	33%	415	(91)	-22%	4,256	4,500	5%
6090 IT SW subscriptions & licenses	11,289	12,235	946	8%	9,224	(2,066)	-22%	22,270	24,470	2,200	9%	18,667	(3,603)	-19%	144,621	146,821	1%
6095 Commission expenses	15	292	277	95%	0	(15)	-	15	583	568	97%	38	23	60%	2,932	3,500	16%
Total Office Expense	14,635	15,921	1,285	8%	18,414	3,778	21%	27,609	31,841	4,232	13%	36,927	9,318	25%	186,815	191,047	2%
6100 Telephone - landline	432	503	71	14%	403	(29)	-7%	864	1,006	142	14%	851	(13)	-2%	5,896	6,038	2%
6105 Telephone - mobile	435	572	137	24%	455	20	4%	851	1,143	293	26%	820	(31)	-4%	6,567	6,860	4%
6110 Internet services	604	625	21	3%	604	0	0%	1,207	1,250	43	3%	1,207	0	0%	7,457	7,500	1%
6130 Electricity	634	900	266	30%	407	(227)	-56%	1,232	1,800	568	32%	799	(434)	-54%	10,232	10,800	5%
6135 Water/Sewer	419	250	(169)	-68%	0	(419)	-	419	500	81	16%	0	(419)	-	2,919	3,000	3%
6140 Garbage/Sanitation Collection	272	300	28	9%	0	(272)	-	544	600	56	9%	0	(544)	-	3,544	3,600	2%
Total Utilities	2,795	3,150	354	11%	1,868	(927)	-50%	5,117	6,300	1,183	19%	3,676	(1,441)	-39%	36,615	37,798	3%
6205 Janitorial services	1,284	1,417	133	9%	484	(800)	-165%	2,567	2,833	266	9%	967	(1,600)	-165%	16,734	17,000	2%
6215 Payroll services	1,297	1,074	(223)	-21%	1,156	(142)	-12%	1,486	1,789	303	17%	1,371	(115)	-8%	8,997	9,300	3%
6245 Legal advertising	0	167	167	100%	0	0	-	0	333	333	100%	0	0	-	1,667	2,000	17%
6250 Legal services	863	12,500	11,638	93%	7,187	6,325	88%	863	25,000	24,138	97%	7,187	6,325	88%	125,863	150,000	16%
6255 Auditing	11,000	0	(11,000)	-	0	(11,000)	-	11,000	0	(11,000)	-	0	(11,000)	-	71,000	60,000	-18%
6260 Consulting services	0	1,258	1,258	100%	2,250	2,250	100%	0	2,517	2,517	100%	2,250	2,250	100%	12,583	15,100	17%
6265 Recruiting services	46	625	579	93%	0	(46)	-	46	1,250	1,204	96%	0	(46)	-	6,296	7,500	16%
6290 Commercial insurance	2,375	2,537	163	6%	1,906	(469)	-25%	4,740	5,075	335	7%	3,761	(979)	-26%	30,114	30,449	1%
Total Professional Services	16,864	19,578	2,714	14%	12,982	(3,881)	-30%	20,702	38,798	18,096	47%	15,537	(5,165)	-33%	273,253	291,349	6%
6350 Employee sponsorships	0	0	0	-	0	0	-	0	0	0	-	341	341	100%	0	0	-
6351 Awards & Recognitions	0	0	0	-	0	0	-	204	500	296	59%	219	15	7%	4,054	4,350	7%
Total Marketing Expense	0	0	0	-	0	0	-	204	500	296	59%	560	356	64%	4,054	4,350	7%
6400 Small equipment & tools	0	417	417	100%	0	0	-	0	833	833	100%	0	0	-	4,167	5,000	17%
6420 Janitorial supplies	0	208	208	100%	0	0	-	0	417	417	100%	0	0	-	2,083	2,500	17%
6425 Operational supplies	9	0	(9)	-	0	(9)	-	9	0	(9)	-	0	(9)	-	9	0	-
6450 Fuel - Gas	420	83	(336)	-404%	102	(318)	-313%	615	167	(448)	-269%	102	(513)	-505%	1,448	1,000	-45%
Total Operational Expense	429	708	280	40%	102	(327)	-322%	624	1,417	793	56%	102	(522)	-514%	7,707	8,500	9%
6505 Repairs & maintenance vehicles	86	33	(52)	-157%	0	(86)	-	103	67	(37)	-55%	0	(103)	-	437	400	-9%
6510 Repairs & maintenance buildings	1,442	4,407	2,965	67%	225	(1,217)	-541%	2,309	8,813	6,504	74%	225	(2,084)	-927%	46,376	52,880	12%
Total Repair and Maintenance	1,528	4,482	2,954	66%	225	(1,303)	-579%	2,413	8,963	6,551	73%	225	(2,188)	-973%	47,229	53,780	12%

Financial Report - Actual vs. Budget
For Period Ending Aug 2022

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			
	Aug 2022		\$ Diff	% Diff	Aug 2021		% Diff	Jul 2022 - Aug 2022				Prior FYTD vs Current FYTD			Jul 2022 - Jun 2023		
	Actual	Budget			Actual	\$ Diff		Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6599 Budget Contingency	0	0	0	-	0	0	-	0	0	0	-	0	0	-	668,314	668,314	0%
Total Goods & Services	36,251	45,160	8,908	20%	33,706	(2,545)	-8%	57,314	90,460	33,146	37%	57,837	523	1%	1,237,842	1,270,988	3%
Total Expenses	155,975	193,214	37,240	19%	137,966	(18,008)	-13%	231,550	337,090	105,540	31%	212,111	(19,439)	-9%	2,447,308	2,552,848	4%
Operating Results	(144,296)	(175,503)	31,207	-18%	(136,596)	(7,700)	6%	(204,777)	(301,667)	96,890	-32%	(209,370)	4,593	-2%	(2,243,419)	(2,340,309.00)	-4%
Other Income & Expenses																	
Other Income																	
4405 Property Taxes - Current Year	0	5,874	(5,874)	-100%	5,821	(5,821)	-100%	16,730	25,312	(8,582)	-34%	25,084	(8,354)	-33%	1,907,554	1,916,136	0%
4410 Property Taxes - Prior Years	0	6,572	(6,572)	-100%	8,430	(8,430)	-100%	6,889	14,207	(7,319)	-52%	18,223	(11,334)	-62%	72,681	80,000	-9%
4505 Interest - Bank	7,733	1,000	6,733	673%	1,875	5,858	312%	7,257	2,000	5,257	263%	3,856	3,400	88%	17,257	12,000	44%
4506 Interest - Southport Note	1,543	1,715	(172)	-10%	1,882	(339)	-18%	3,271	3,444	(172)	-5%	3,777	(506)	-13%	19,635	19,807	-1%
4510 Finance Charges	7,778	0	7,778	-	0	7,778	-	7,778	0	7,778	-	0	7,778	-	7,778	0	-
4515 Principal Repayment - Southport Note	5,831	5,659	172	3%	5,492	339	6%	11,476	11,304	172	2%	10,971	506	5%	68,852	68,680	0%
4905 Other	27	0	27	-	442	(415)	-94%	27	0	27	-	443	(416)	-94%	27	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	0	0	0	-	767	(767)	-100%	0	0	-
Total Other Income	22,912	20,820	2,092	10%	23,942	(1,030)	-4%	53,429	56,267	(2,838)	-5%	63,122	(9,693)	-15%	2,093,785	2,096,623	0%
Other Expenses																	
Taxes & Misc Expenses																	
6740 Merchant fees	3,304	2,500	(804)	-32%	3,023	(281)	-9%	6,455	5,000	(1,455)	-29%	5,926	(528)	-9%	31,455	30,000	-5%
6745 Banking fees	192	42	(150)	-361%	6	(186)	-3235%	192	83	(109)	-131%	23	(169)	-730%	609	500	-22%
Total Taxes & Misc Expenses	3,496	2,542	(954)	-38%	3,029	(467)	-15%	6,647	5,083	(1,564)	-31%	5,950	(697)	-12%	32,064	30,500	-5%
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	115,000	115,000	0%
7010 Interest payment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	71,794	71,794	0%
7020 Principal repayment - Vehicles	544	550	6	1%	842	298	35%	1,085	1,100	15	1%	1,369	284	21%	6,584	6,599	0%
7025 Interest payment - Vehicles	118	116	(3)	-2%	135	17	12%	239	232	(7)	-3%	232	(7)	-3%	1,397	1,390	-1%
8020 CIP Machinery & Equipment	0	27,000	27,000	100%	0	0	-	0	27,000	27,000	100%	0	0	-	0	27,000	100%
9005 Transfers out	0	0	0	-	0	0	-	0	0	0	-	0	0	-	1,000,000	1,000,000	0%
Total Debt Services	662	27,666	27,004	98%	977	315	32%	1,324	28,331	27,007	95%	1,601	277	17%	1,194,775	1,221,783	2%
Total Other Expenses	4,158	30,207	26,050	86%	4,006	(152)	-4%	7,971	33,415	25,444	76%	7,551	(420)	-6%	1,226,839	1,252,283	2%
Net Other Income	18,755	(9,387)	28,142	-300%	19,936	(1,182)	-6%	45,457	22,852	22,605	99%	55,571	(10,113)	-18%	866,946	844,341	3%
Net Result	(125,542)	(184,890)	59,348	-32%	(116,660)	(8,882)	8%	(159,320)	(278,815)	119,495	-43%	(153,799)	(5,520)	4%	(1,376,473)	(1,495,969)	-8%

Financial Report - Actual vs. Budget
For Period Ending Aug 2022

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					
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				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	26,752	28,502	(1,750)	-6%	23,945	2,807	12%	53,504	57,004	(3,500)	-6%	49,373	4,132	8%	338,523	342,023	-1%
4100 Annual Moorage	42,841	30,754	12,087	39%	28,228	14,613	52%	64,837	55,052	9,786	18%	50,530	14,307	28%	464,328	454,542	2%
4105 Semi-Annual Moorage	4,621	8,959	(4,338)	-48%	9,206	(4,585)	-50%	8,060	11,713	(3,653)	-31%	12,036	(3,976)	-33%	111,347	115,000	-3%
4110 Monthly Moorage	17,045	21,364	(4,319)	-20%	20,660	(3,615)	-17%	35,570	39,539	(3,968)	-10%	38,236	(2,666)	-7%	201,032	205,000	-2%
4115 Transient Moorage	8,715	8,127	589	7%	12,504	(3,789)	-30%	18,294	16,253	2,040	13%	22,009	(3,715)	-17%	99,560	97,520	2%
4118 Work Dock	0	6,250	(6,250)	-100%	3,884	(3,884)	-100%	1,255	12,500	(11,245)	-90%	7,683	(6,428)	-84%	63,755	75,000	-15%
4120 Metered Utilities	30	63	(33)	-52%	30	0	0%	60	125	(65)	-52%	60	0	0%	685	750	-9%
4125 Launch Ramp	5,551	5,603	(52)	-1%	5,398	153	3%	10,491	9,603	888	9%	9,252	1,239	13%	45,888	45,000	2%
4130 Public Buying Dock	0	17	(17)	-100%	0	0	-	0	33	(33)	-100%	0	0	-	167	200	-17%
4135 Storage Yard	2,972	3,533	(561)	-16%	3,102	(130)	-4%	5,940	7,067	(1,126)	-16%	5,944	(4)	0%	41,274	42,400	-3%
4140 Storage Unit	16,804	16,104	700	4%	15,677	1,127	7%	33,704	32,208	1,496	5%	31,228	2,476	8%	194,744	193,248	1%
4145 Long Term Boat Storage	8,460	10,236	(1,776)	-17%	9,177	(717)	-8%	16,898	20,471	(3,574)	-17%	18,353	(1,456)	-8%	119,254	122,828	-3%
4150 Short Term Boat Storage	6,486	3,412	3,075	90%	3,290	3,196	97%	13,083	6,824	6,259	92%	6,787	6,296	93%	47,201	40,942	15%
4155 Boat Wash	0	83	(83)	-100%	70	(70)	-100%	0	167	(167)	-100%	140	(140)	-100%	833	1,000	-17%
4165 Space Rents	67,856	60,655	7,201	12%	67,977	(121)	0%	131,577	119,878	11,700	10%	134,349	(2,772)	-2%	436,700	425,000	3%
4173 Laundry	743	785	(42)	-5%	863	(121)	-14%	1,507	1,551	(45)	-3%	1,416	91	6%	5,455	5,500	-1%
4175 Propane	936	1,884	(948)	-50%	914	21	2%	1,734	3,723	(1,989)	-53%	1,504	230	15%	11,211	13,200	-15%
4180 Merchandise	80	71	9	12%	98	(18)	-18%	156	141	15	11%	145	11	8%	515	500	3%
4185 Visitor Convention Bureau Fee	510	500	10	2%	612	(102)	-17%	959	987	(28)	-3%	1,220	(261)	-21%	3,472	3,500	-1%
4190 Ice	60,328	63,652	(3,324)	-5%	47,174	13,154	28%	103,560	121,185	(17,625)	-15%	89,814	13,747	15%	282,375	300,000	-6%
4200 Boat Lifts	5,119	7,651	(2,532)	-33%	6,317	(1,198)	-19%	10,238	16,215	(5,977)	-37%	13,387	(3,150)	-24%	54,023	60,000	-10%
4230 Environmental Fee	3,085	2,917	169	6%	2,409	677	28%	6,391	5,833	558	10%	4,920	1,472	30%	35,558	35,000	2%
4235 Customer Discounts	(289)	(714)	424	-59%	(631)	342	-54%	(1,386)	(1,410)	24	-2%	(1,540)	154	-10%	(4,976)	(5,000)	0%
4290 Other	4,311	4,167	145	3%	6,026	(1,715)	-28%	9,339	8,333	1,005	12%	10,492	(1,153)	-11%	51,005	50,000	2%
4295 Bad Debt Expense	0	0	0	-	0	0	-	0	0	0	-	0	0	-	(30,000)	(30,000)	0%
Total Operating Income	282,956	284,572	(1,616)	-1%	266,931	16,025	6%	525,771	544,995	(19,224)	-4%	507,337	18,434	4%	2,573,928	2,593,152	-1%
Expenses																	
Personnel Services																	
5005 Salaries	51,722	53,030	1,308	2%	48,134	(3,588)	-7%	66,877	88,337	21,460	24%	69,973	3,097	4%	437,670	459,130	5%
5010 Other compensation	4,050	1,428	(2,622)	-184%	1,071	(2,979)	-278%	4,396	2,378	(2,018)	-85%	1,491	(2,906)	-195%	14,379	12,361	-16%
5015 Overtime	3,046	2,526	(520)	-21%	1,007	(2,039)	-202%	3,680	4,208	527	13%	1,153	(2,527)	-219%	21,342	21,870	2%
Total Compensation	58,818	56,983	(1,835)	-3%	50,212	(8,606)	-17%	74,953	94,923	19,970	21%	72,617	(2,336)	-3%	473,392	493,361	4%
5100 Federal Payroll taxes	4,442	4,359	(83)	-2%	3,702	(740)	-20%	5,641	7,262	1,621	22%	5,416	(225)	-4%	36,121	37,742	4%
5105 State Payroll taxes	21	0	(21)	-	18	(2)	-14%	26	0	(26)	-	26	(0)	-2%	26	0	-
5110 Unemployment Insurance	1,683	1,550	(133)	-9%	1,021	(662)	-65%	2,138	2,581	444	17%	1,539	(599)	-39%	12,973	13,417	3%
5115 Workers compensation	0	4,013	4,013	100%	3,323	3,323	100%	0	6,685	6,685	100%	6,646	6,646	100%	28,062	34,747	19%
Total Payroll Taxes	6,146	9,922	3,777	38%	8,063	1,918	24%	7,805	16,528	8,724	53%	13,627	5,822	43%	77,182	85,906	10%
5200 Medical insurance	6,102	16,982	10,880	64%	10,365	4,263	41%	15,007	28,288	13,281	47%	20,744	5,737	28%	133,745	147,026	9%
5205 Dental insurance	433	1,241	807	65%	814	381	47%	1,079	2,066	987	48%	1,628	548	34%	9,753	10,740	9%
5215 Term life insurance	73	156	83	53%	112	39	35%	171	260	88	34%	218	46	21%	1,262	1,350	7%
5220 Long Term Disability insurance	115	339	224	66%	229	114	50%	310	565	255	45%	440	131	30%	2,680	2,934	9%
5225 PERS Employee Contributions	6,972	12,471	5,499	44%	8,819	1,847	21%	10,489	20,774	10,284	50%	14,322	3,833	27%	97,686	107,971	10%
5230 PERS Employer Contributions	1,873	3,333	1,460	44%	2,305	432	19%	2,830	5,553	2,723	49%	3,693	863	23%	26,137	28,860	9%

Financial Report - Actual vs. Budget
For Period Ending Aug 2022

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					
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				Prior FYTD vs Current FYTD			Jul 2022 - Jun 2023		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
5295 Allocations	0	(4,745)	(4,745)	100%	0	0	-	0	(7,905)	(7,905)	100%	0	0	-	(33,181)	(41,086)	19%
Total Insured Benefits	15,568	29,775	14,208	48%	22,644	7,076	31%	29,886	49,600	19,713	40%	41,045	11,159	27%	238,082	257,795	8%
Total Personnel Services	80,532	96,681	16,149	17%	80,919	388	0%	112,644	161,051	48,407	30%	127,289	14,645	12%	788,656	837,063	6%
Goods & Services																	
6025 Travel - lodging & transportation	0	42	42	100%	0	0	-	0	83	83	100%	0	0	-	417	500	17%
6030 Travel - Per Diem & mileage reimbursement	0	21	21	100%	407	407	100%	0	42	42	100%	407	407	100%	208	250	17%
6035 Meals & Entertainment	0	25	25	100%	0	0	-	0	50	50	100%	0	0	-	250	300	17%
Total Travel & Entertainment	0	88	88	100%	407	407	100%	0	175	175	100%	407	407	100%	875	1,050	17%
6050 Office supplies	91	0	(91)	-	0	(91)	-	91	0	(91)	-	0	(91)	-	91	0	-
6055 Kitchen supplies	122	250	129	51%	103	(19)	-18%	274	500	226	45%	286	12	4%	2,774	3,000	8%
6070 Postage & courier services	0	0	0	-	8	8	100%	0	0	0	-	8	8	100%	250	250	0%
Total Office Expense	213	250	37	15%	111	(102)	-92%	366	500	134	27%	294	(71)	-24%	3,116	3,250	4%
6100 Telephone - landline	188	208	21	10%	182	(6)	-3%	375	417	42	10%	364	(11)	-3%	2,458	2,500	2%
6105 Telephone - mobile	533	530	(3)	-1%	386	(147)	-38%	1,170	1,060	(110)	-10%	949	(221)	-23%	6,470	6,360	-2%
6110 Internet services	2,566	1,850	(716)	-39%	1,241	(1,325)	-107%	3,879	3,700	(179)	-5%	2,483	(1,396)	-56%	22,379	22,200	-1%
6115 Cable TV	919	1,066	147	14%	892	(27)	-3%	1,844	2,132	288	13%	1,784	(60)	-3%	12,504	12,792	2%
6130 Electricity	16,117	23,453	7,336	31%	18,264	2,147	12%	33,556	46,839	13,283	28%	36,306	2,750	8%	241,977	255,260	5%
6131 Propane - Operations	156	167	10	6%	139	(18)	-13%	429	333	(96)	-29%	253	(175)	-69%	2,096	2,000	-5%
6135 Water/Sewer	10,938	7,884	(3,055)	-39%	9,175	(1,764)	-19%	19,996	16,408	(3,588)	-22%	19,353	(644)	-3%	88,588	85,000	-4%
6140 Garbage/Sanitation Collection	6,990	8,333	1,343	16%	7,170	180	3%	10,561	16,667	6,106	37%	13,827	3,266	24%	93,894	100,000	6%
6145 Hazardous material disposal	4,090	583	(3,507)	-601%	220	(3,870)	-1759%	4,090	1,167	(2,923)	-251%	220	(3,870)	-1759%	9,923	7,000	-42%
6150 Derelict boat disposal	63,583	45,000	(18,583)	-41%	0	(63,583)	-	75,870	90,000	14,130	16%	0	(75,870)	-	75,870	90,000	16%
6155 Environmental Remediation/Mitigation/Monitoring	0	500	500	100%	0	0	-	0	1,000	1,000	100%	125	125	100%	5,000	6,000	17%
Total Utilities	106,082	89,574	(16,507)	-18%	37,669	(68,412)	-182%	151,769	179,723	27,953	16%	75,663	(76,106)	-101%	561,159	589,112	5%
6200 Temporary/Contract help	0	4,133	4,133	100%	2,763	2,763	100%	0	8,267	8,267	100%	3,386	3,386	100%	41,333	49,600	17%
6205 Janitorial services	29	30	1	2%	26	(3)	-12%	58	60	2	3%	75	17	23%	358	360	1%
6210 Vending machine services	125	417	292	70%	0	(125)	-	250	833	583	70%	1,156	906	78%	4,417	5,000	12%
6245 Legal advertising	94	250	156	62%	188	94	50%	188	500	312	62%	188	0	0%	2,688	3,000	10%
6260 Consulting services	258	6,667	6,409	96%	152	(106)	-69%	516	13,333	12,817	96%	214	(302)	-141%	67,183	80,000	16%
6290 Commercial insurance	7,940	8,674	734	8%	7,926	(14)	0%	15,881	17,349	1,468	8%	15,659	(222)	-1%	102,624	104,092	1%
Total Professional Services	8,447	20,171	11,724	58%	11,056	2,609	24%	16,892	40,342	23,450	58%	20,678	3,785	18%	218,602	242,052	10%
6350 Employee sponsorships	0	0	0	-	0	0	-	0	0	0	-	786	786	100%	0	0	-
Total Marketing Expense	0	0	0	-	0	0	-	0	0	0	-	786	786	100%	0	0	-
6400 Small equipment & tools	0	500	500	100%	147	147	100%	113	1,000	887	89%	147	34	23%	5,113	6,000	15%
6410 Signage	0	63	63	100%	0	0	-	0	125	125	100%	92	92	100%	625	750	17%
6415 Clothing	282	283	1	0%	0	(282)	-	462	567	104	18%	0	(462)	-	3,296	3,400	3%
6420 Janitorial supplies	1,371	1,417	46	3%	1,617	246	15%	1,916	2,833	917	32%	2,586	670	26%	16,083	17,000	5%
6425 Operational supplies	3,405	2,542	(863)	-34%	3,335	(70)	-2%	3,894	5,083	1,189	23%	3,542	(351)	-10%	29,311	30,500	4%
6430 Equipment Rental	493	625	132	21%	0	(493)	-	1,276	1,250	(26)	-2%	0	(1,276)	-	7,526	7,500	0%
6450 Fuel - Gas	533	833	301	36%	1,368	835	61%	2,238	1,667	(571)	-34%	1,368	(870)	-64%	10,571	10,000	-6%
6455 Fuel - Diesel	206	333	127	38%	64	(142)	-222%	2,332	667	(1,665)	-250%	196	(2,136)	-1092%	5,665	4,000	-42%
6481 Propane - Retail	437	625	188	30%	613	176	29%	1,077	1,250	173	14%	1,133	56	5%	7,327	7,500	2%
Total Operational Expense	6,726	7,221	494	7%	7,143	417	6%	13,308	14,442	1,134	8%	9,064	(4,244)	-47%	85,516	86,650	1%

Financial Report - Actual vs. Budget
For Period Ending Aug 2022

amounts in \$US dollars

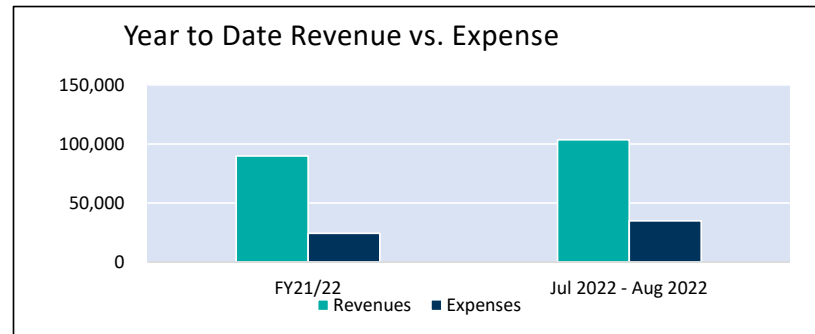
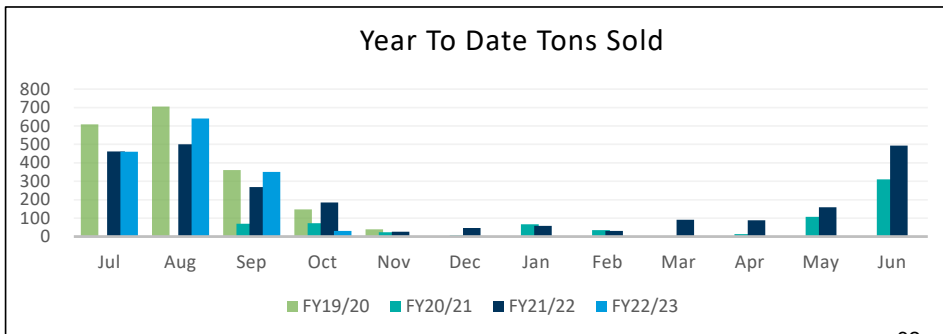
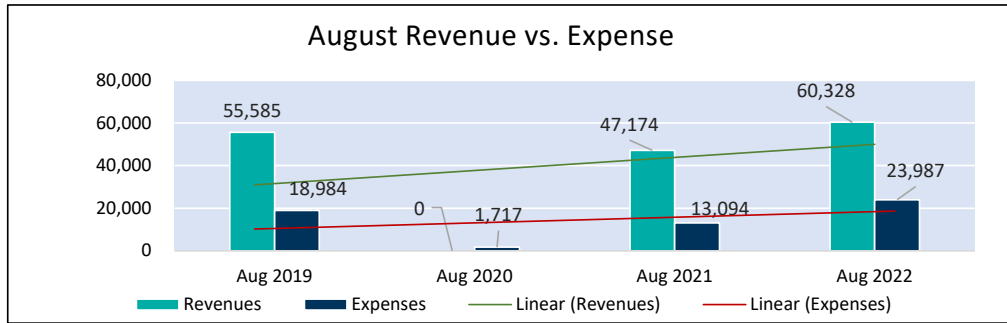
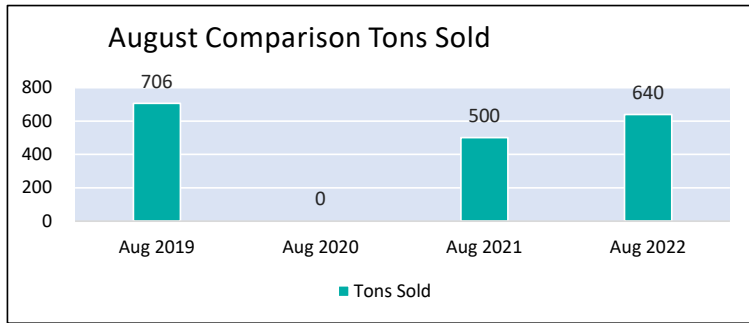
Fund: General Fund Department: Charleston Ops Location: All Budget: Adopted



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				Prior FYTD vs Current FYTD			Jul 2022 - Jun 2023		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6500 Repairs & maintenance equipment	11,318	5,000	(6,318)	-126%	5,102	(6,215)	-122%	12,211	10,000	(2,211)	-22%	5,856	(6,355)	-109%	62,211	60,000	-4%
6505 Repairs & maintenance vehicles	9,610	1,542	(8,068)	-523%	115	(9,495)	-8225%	10,709	3,083	(7,626)	-247%	126	(10,583)	-8376%	26,126	18,500	-41%
6510 Repairs & maintenance buildings	534	3,125	2,591	83%	1,138	603	53%	4,128	6,250	2,122	34%	3,150	(978)	-31%	35,378	37,500	6%
6515 Repairs & maintenance land improvements	0	250	250	100%	0	0	-	0	500	500	100%	0	0	-	2,500	3,000	17%
6520 Repairs & maintenance docks	0	5,000	5,000	100%	579	579	100%	7,966	10,000	2,034	20%	579	(7,387)	-1275%	57,966	60,000	3%
6540 Marina dredging	0	20,000	20,000	100%	0	0	-	0	20,000	20,000	100%	0	0	-	240,000	260,000	8%
6575 Waterway Leases	0	0	0	-	0	0	-	0	0	0	-	0	0	-	38,000	38,000	0%
6580 Permits	2,326	1,500	(826)	-55%	0	(2,326)	-	2,326	1,500	(826)	-55%	0	(2,326)	-	6,526	5,700	-14%
Total Repair and Maintenance	23,788	36,417	12,628	35%	6,935	(16,854)	-243%	37,341	51,333	13,993	27%	9,711	(27,629)	-285%	468,707	482,700	3%
Total Goods & Services	145,256	153,720	8,464	6%	63,321	(81,935)	-129%	219,675	286,515	66,839	23%	116,603	(103,073)	-88%	1,337,975	1,404,814	5%
Total Expenses	225,787	250,401	24,614	10%	144,241	(81,547)	-57%	332,320	447,566	115,246	26%	243,892	(88,427)	-36%	2,126,631	2,241,877	5%
Operating Results	57,169	34,171	22,998	67%	122,690	(65,521)	-53%	193,451	97,429	96,022	99%	263,445	(69,994)	-27%	447,297	351,275	27%
Other Income & Expenses																	
Other Income																	
4650 Grants Received - MAP	0	0	0	-	0	0	-	0	0	0	-	0	0	-	5,000	5,000	0%
4695 Grants Received - Other	0	12,500	(12,500)	-100%	0	0	-	0	12,500	(12,500)	-100%	0	0	-	62,500	75,000	-17%
4905 Other	387	0	387	-	0	387	-	12,237	0	12,237	-	0	12,237	-	12,237	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	6,580	0	6,580	-	0	6,580	-	6,580	0	-
Total Other Income	387	12,500	(12,113)	-97%	0	387	-	18,817	12,500	6,317	51%	0	18,817	-	86,317	80,000	8%
Other Expenses																	
Taxes & Misc Expenses																	
6720 Property Tax - Sublet Facilities	0	0	0	-	-	-	-	0	0	0	-	0	0	-	10,500	10,500.00	0%
Total Taxes & Misc Expenses	-	-	-	-	0	0	-	0	-	0	-	0	0	-	10,500	10,500.00	0%
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	223,162	223,162	0%
7010 Interest payment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	149,490	149,490	0%
7020 Vehicle Principal repayment	739	1,305	567	43%	437	(301)	-69%	1,502	2,611	1,108	42%	1,186	(317)	-27%	14,557	15,665	7%
7025 Vehicle Interest payment	65	164	99	60%	14	(52)	-371%	106	329	223	68%	69	(36)	-52%	1,748	1,971	11%
8010 CIP Buildings	0	2,500	2,500	100%	0	0	-	0	5,000	5,000	100%	0	0	-	25,000	30,000	17%
8011 CIP Docks	0	4,167	4,167	100%	0	0	-	0	8,333	8,333	100%	0	0	-	41,667	50,000	17%
Total Debt Services	804	8,136	7,332	90%	451	(353)	-78%	1,608	16,273	14,665	90%	1,255	(353)	-28%	455,623	470,288	3%
Total Other Expenses	804	8,136	7,332	90%	451	(353)	-78%	1,608	16,273	14,665	90%	1,255	(353)	-28%	466,123	480,788	3%
Net Other Income	(417)	4,364	(4,781)	-110%	(451)	34	-8%	17,209	(3,773)	20,982	-556%	(1,255)	18,464	-1471%	(379,807)	(400,788)	-5%
Net Result	56,752	38,535	18,217	47%	122,239	(65,487)	-54%	210,660	93,657	117,003	125%	262,190	(51,530)	-20%	67,490	(49,513)	-236%

Ice Plant	Current Period		Same Month Prior Years			Year to Date					Year End		
	Aug 2022		Aug 2021	Aug 2020	Aug 2019	Jul 2022 - Aug 2022		Prior FYTD vs Current FYTD			Jul 2022 - Jun 2023		
	Actual	Budget	Actual	Actual	Actual	Actual	Budget	'Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Tons Sold	640	699	500	0	706	1,100	0	962	139	14.40%	4,396	3,296	33.37%
Revenues													
Ice Sales	60,328	63,652	47,174	0	55,585	103,560	0	89,814	13,747	15.31%	346,027	242,467	42.71%
Insurance Reimbursement	0	0	0	0	46,473	0	0	0	0	-	0	0	-
Total Revenues	60,328	63,652	47,174	0	102,058	103,560	0	89,814	13,747	15.31%	346,027	242,467	42.71%
Expenses													
Personnel Services	4,742	3,935	3,940	0	5,690	6,024	6,555	5,978	46	0.76%	33,537	34,068	-1.56%
Utilities	6,474	10,065	7,077	1,181	11,379	12,561	20,704	14,375	(1,814)	-12.62%	76,857	85,000	-9.58%
Repairs & Maintenance	9,746	1,667	184	96	1,365	10,579	3,333	297	10,282	3459.73%	27,246	20,000	36.23%
Operational Supplies & Service	3,025	1,301	1,892	440	550	5,825	2,602	3,785	2,040	53.89%	19,036	15,814	20.38%
Debt Services	0	0	0	0	0	0	0	0	0	-	220,000	220,000	0.00%
Total Expenses	23,987	16,967	13,094	1,717	18,984	34,989	33,194	24,436	10,553	43.19%	376,676	374,881	0.48%
Net Result	36,341	46,684	34,080	(1,717)	36,601	68,571	(33,194)	65,378	3,193	4.88%	(30,649)	(132,415)	-76.85%

Fisheries	Current Period		Same Month Prior Years			Year to Date		Prior FYTD vs Current FYTD			
	Aug 2022		Aug 2021	Aug 2020	Aug 2019	FY22/23		Last FY	Ton Diff	% Diff	
Albacore Tuna (Oregon) MT		1,301.2	138.0	245.5	146.6			1,518.8	910.1	609	66.88%
Pink Shrimp (Oregon) MT		3,743.5	4,830.6	3,269.2	2,676.2			7,875.9	9,061.5	(1,186)	-13.08%
Dungeness Crab (Coos Bay) MT		2.0	5.2	2.7	1.7			5.7	5.3	0	7.55%



Financial Report - Actual vs. Budget
For Period Ending Aug 2022

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			
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				Prior FYTD vs Current FYTD		Jul 2022 - Jun 2023			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4180 Merchandise	0	0	0	-	58	(58)	-100%	0	0	0	-	58	(58)	-100%	0	0	-
4290 Other	15,025	15,025	0	0%	0	15,025	-	15,025	15,025	0	0%	0	15,025	-	90,300	90,300	0%
Total Operating Income	15,025	15,025	0	0%	58	14,967	25805%	15,025	15,025	0	0%	58	14,967	25805%	90,300	90,300	0%
Expenses																	
Personnel Services																	
5005 Salaries	7,480	12,501	5,021	40%	4,289	(3,190)	-74%	7,480	12,501	5,021	40%	4,289	(3,190)	-74%	157,535	162,556	3%
5010 Other compensation	0	337	337	100%	0	0	-	0	337	337	100%	0	0	-	4,040	4,377	8%
Total Compensation	7,480	12,837	5,357	42%	4,289	(3,190)	-74%	7,480	12,837	5,357	42%	4,289	(3,190)	-74%	161,575	166,933	3%
5100 Federal Payroll taxes	568	982	414	42%	326	(243)	-74%	568	982	414	42%	326	(243)	-74%	12,357	12,770	3%
5105 State Payroll taxes	1	0	(1)	-	1	(1)	-76%	1	0	(1)	-	1	(1)	-76%	1	0	-
5110 Unemployment Insurance	57	264	208	79%	0	(57)	-	57	264	208	79%	0	(57)	-	3,227	3,434	6%
5115 Workers compensation	0	65	65	100%	37	37	100%	0	65	65	100%	37	37	100%	780	845	8%
Total Payroll Taxes	626	1,311	685	52%	363	(263)	-72%	626	1,311	685	52%	363	(263)	-72%	16,365	17,050	4%
5200 Medical insurance	1,163	3,120	1,957	63%	1,090	(73)	-7%	1,163	3,120	1,957	63%	1,090	(73)	-7%	38,618	40,576	5%
5205 Dental insurance	108	263	155	59%	108	0	0%	108	263	155	59%	108	0	0%	3,262	3,417	5%
5215 Term life insurance	13	23	11	46%	12	(1)	-7%	13	23	11	46%	12	(1)	-7%	289	300	4%
5220 Long Term Disability insurance	51	76	26	34%	41	(9)	-22%	51	76	26	34%	41	(9)	-22%	966	992	3%
5225 PERS Employee Contributions	1,574	2,630	1,056	40%	956	(618)	-65%	1,574	2,630	1,056	40%	956	(618)	-65%	33,145	34,202	3%
5230 PERS Employer Contributions	449	750	301	40%	257	(191)	-74%	449	750	301	40%	257	(191)	-74%	9,452	9,753	3%
Total Insured Benefits	3,356	6,863	3,506	51%	2,464	(892)	-36%	3,356	6,863	3,506	51%	2,464	(892)	-36%	85,733	89,239	4%
Total Personnel Services	11,462	21,011	9,548	45%	7,116	(4,346)	-61%	11,462	21,011	9,548	45%	7,116	(4,346)	-61%	263,673	273,222	3%
Goods & Services																	
6020 Travel - airfare	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
6025 Travel - lodging & transportation	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
6030 Travel - Per Diem & mileage reimbursement	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
6035 Meals & Entertainment	0	92	92	100%	0	0	-	0	92	92	100%	0	0	-	1,008	1,100	8%
Total Travel & Entertainment	0	342	342	100%	0	0	-	0	342	342	100%	0	0	-	3,758	4,100	8%
6050 Office supplies	0	0	0	-	67	67	100%	0	0	0	-	67	67	100%	0	0	-
6075 Memberships & dues	2,270	3,194	925	29%	2,407	137	6%	2,270	3,194	925	29%	2,407	137	6%	37,407	38,332	2%
Total Office Expense	2,270	3,194	925	29%	2,474	204	8%	2,270	3,194	925	29%	2,474	204	8%	37,407	38,332	2%
6260 Consulting services	49	1,120	1,071	96%	16	(33)	-206%	49	1,120	1,071	96%	16	(33)	-206%	12,369	13,440	8%
Total Professional Services	49	1,120	1,071	96%	16	(33)	-206%	49	1,120	1,071	96%	16	(33)	-206%	12,369	13,440	8%
6310 Marketing supplies	0	425	425	100%	0	0	-	0	425	425	100%	0	0	-	4,675	5,100	8%

**Financial Report - Actual vs. Budget
For Period Ending Aug 2022**

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					
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6315 Advertising	0	1,383	1,383	100%	48	48	100%	0	1,383	1,383	100%	48	48	100%	15,217	16,600	8%
6340 Legislative support	5,550	15,500	9,950	64%	7,480	1,930	26%	5,550	15,500	9,950	64%	7,480	1,930	26%	176,050	186,000	5%
6345 Community affairs	0	0	0	-	0	0	-	0	0	0	-	0	0	-	6,600	6,600	0%
Total Marketing Expense	5,550	17,308	11,758	68%	7,528	1,978	26%	5,550	17,308	11,758	68%	7,528	1,978	26%	202,542	214,300	5%
Total Goods & Services	7,869	21,964	14,096	64%	10,018	2,149	21%	7,869	21,964	14,096	64%	10,018	2,149	21%	256,076	270,172	5%
Total Expenses	19,331	42,975	23,644	55%	17,134	(2,197)	-13%	19,331	42,975	23,644	55%	17,134	(2,197)	-13%	519,750	543,394	4%
Operating Results	(4,306)	(27,950)	23,644	-85%	(17,076)	12,770	-75%	(4,306)	(27,950)	23,644	-85%	(17,076)	12,770	-75%	(429,450)	(453,094)	-5%
Net Result	(4,306)	(27,950)	23,644	-85%	(17,076)	12,770	-75%	(4,306)	(27,950)	23,644	-85%	(17,076)	12,770	-75%	(429,450)	(453,094)	-5%

Financial Report - Actual vs. Budget
For Period Ending Aug 2022

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					
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				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	15,788	17,350	(1,563)	-9%	10,328	5,459	53%	31,575	34,700	(3,125)	-9%	20,657	10,919	53%	205,077	208,203	-2%
4010 Property Agreements	6,713	8,439	(1,726)	-20%	5,920	793	13%	15,270	16,879	(1,609)	-10%	13,700	1,569	11%	99,664	101,273	-2%
4290 Other	0	1,500	(1,500)	-100%	0	0	-	0	3,000	(3,000)	-100%	0	0	-	15,000	18,000	-17%
Total Operating Income	22,501	27,290	(4,789)	-18%	16,248	6,253	38%	46,845	54,579	(7,734)	-14%	34,357	12,488	36%	319,741	327,475	-2%
Expenses																	
Personnel Services																	
5005 Salaries	51,459	73,088	21,629	30%	49,746	(1,713)	-3%	71,156	121,750	50,594	42%	66,950	(4,206)	-6%	582,202	632,796	8%
5010 Other compensation	0	1,772	1,772	100%	0	0	-	0	2,952	2,952	100%	0	0	-	12,392	15,344	19%
5015 Overtime	0	254	254	100%	0	0	-	0	423	423	100%	0	0	-	1,775	2,198	19%
5050 Merit Pool	0	936	936	100%	0	0	-	0	1,558	1,558	100%	0	0	-	6,542	8,100	19%
Total Compensation	51,459	76,050	24,591	32%	49,746	(1,713)	-3%	71,156	126,684	55,528	44%	66,950	(4,206)	-6%	602,911	658,438	8%
5100 Federal Payroll taxes	3,809	5,818	2,009	35%	3,714	(95)	-3%	5,265	9,691	4,427	46%	5,000	(265)	-5%	45,944	50,371	9%
5105 State Payroll taxes	16	0	(16)	-	19	2	12%	22	0	(22)	-	24	2	7%	22	0	-
5110 Unemployment Insurance	703	1,907	1,205	63%	742	39	5%	1,082	3,177	2,095	66%	1,055	(26)	-3%	14,417	16,513	13%
5115 Workers compensation	0	3,321	3,321	100%	37	37	100%	0	5,532	5,532	100%	73	73	100%	23,223	28,755	19%
Total Payroll Taxes	4,528	11,046	6,518	59%	4,511	(17)	0%	6,369	18,401	12,032	65%	6,152	(217)	-4%	83,606	95,638	13%
5200 Medical insurance	6,404	21,466	15,061	70%	6,103	(301)	-5%	12,809	35,758	22,949	64%	12,207	(602)	-5%	162,903	185,852	12%
5205 Dental insurance	529	1,727	1,198	69%	515	(15)	-3%	1,059	2,877	1,818	63%	1,029	(30)	-3%	13,135	14,953	12%
5215 Term life insurance	88	191	103	54%	100	13	13%	175	317	142	45%	182	7	4%	1,508	1,650	9%
5220 Long Term Disability insurance	227	453	226	50%	219	(8)	-3%	467	755	288	38%	399	(68)	-17%	3,635	3,923	7%
5225 PERS Employee Contributions	6,661	15,628	8,967	57%	6,463	(199)	-3%	10,455	26,033	15,578	60%	10,604	149	1%	119,729	135,307	12%
5230 PERS Employer Contributions	1,900	4,457	2,557	57%	1,843	(57)	-3%	2,981	7,424	4,442	60%	2,958	(23)	-1%	34,143	38,586	12%
Total Insured Benefits	15,809	43,921	28,112	64%	15,243	(566)	-4%	27,946	73,164	45,218	62%	27,378	(567)	-2%	335,052	380,271	12%
Total Personnel Services	71,796	131,017	59,221	45%	69,500	(2,296)	-3%	105,470	218,248	112,778	52%	100,480	(4,990)	-5%	1,021,569	1,134,347	10%
Goods & Services																	
6020 Travel - airfare	0	83	83	100%	0	0	-	0	167	167	100%	0	0	-	833	1,000	17%
6025 Travel - lodging & transportation	0	125	125	100%	0	0	-	0	250	250	100%	0	0	-	1,250	1,500	17%
6030 Travel - Per Diem & mileage reimbursement	0	125	125	100%	0	0	-	0	250	250	100%	0	0	-	1,250	1,500	17%
6035 Meals & Entertainment	0	21	21	100%	0	0	-	0	42	42	100%	0	0	-	208	250	17%
Total Travel & Entertainment	0	354	354	100%	0	0	-	0	708	708	100%	0	0	-	3,542	4,250	17%
6105 Telephone - mobile	30	0	(30)	-	0	(30)	-	30	0	(30)	-	0	(30)	-	30	0	-
6130 Electricity	1,317	1,508	192	13%	140	(1,177)	-843%	2,328	3,017	689	23%	262	(2,065)	-787%	17,411	18,100	4%
6131 Propane - Operations	42	0	(42)	-	0	(42)	-	42	0	(42)	-	0	(42)	-	42	0	-
6135 Water/Sewer	(375)	350	725	207%	0	375	-	122	700	578	83%	0	(122)	-	3,622	4,200	14%
6155 Environmental Remediation/Mitigation/Monitoring	344	708	365	51%	0	(344)	-	709	1,417	708	50%	0	(709)	-	7,792	8,500	8%

Financial Report - Actual vs. Budget
For Period Ending Aug 2022

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					
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Utilities	1,357	2,567	1,210	47%	140	(1,217)	-872%	3,230	5,133	1,903	37%	262	(2,967)	-1131%	28,897	30,800	6%
6200 Temporary/Contract help	4,260	3,750	(510)	-14%	2,765	(1,495)	-54%	7,668	7,500	(168)	-2%	3,232	(4,436)	-137%	45,168	45,000	0%
6245 Legal advertising	0	125	125	100%	0	0	-	218	250	32	13%	0	(218)	-	1,468	1,500	2%
6260 Consulting services	2,800	1,025	(1,775)	-173%	0	(2,800)	-	8,400	2,050	(6,350)	-310%	0	(8,400)	-	18,650	12,300	-52%
6290 Commercial insurance	2,240	2,477	237	10%	901	(1,338)	-148%	4,479	4,954	475	10%	1,803	(2,676)	-148%	29,248	29,723	2%
Total Professional Services	9,300	7,377	(1,923)	-26%	3,666	(5,633)	-154%	20,766	14,754	(6,012)	-41%	5,035	(15,731)	-312%	94,534	88,523	-7%
6400 Small equipment & tools	0	83	83	100%	0	0	-	0	167	167	100%	135	135	100%	833	1,000	17%
6405 Safety/hazardous materials	276	1,417	1,141	81%	144	(132)	-91%	276	2,833	2,557	90%	895	619	69%	14,443	17,000	15%
6410 Signage	0	125	125	100%	0	0	-	0	250	250	100%	0	0	-	1,250	1,500	17%
6415 Clothing	0	411	411	100%	0	0	-	34	823	788	96%	0	(34)	-	4,147	4,935	16%
6420 Janitorial supplies	0	42	42	100%	0	0	-	0	83	83	100%	0	0	-	417	500	17%
6425 Operational supplies	0	42	42	100%	0	0	-	0	83	83	100%	0	0	-	417	500	17%
6450 Fuel - Gas	0	0	0	-	0	0	-	55	0	(55)	-	0	(55)	-	55	0	-
Total Operational Expense	276	2,120	1,843	87%	144	(132)	-91%	366	4,239	3,873	91%	1,030	664	64%	21,562	25,435	15%
6510 Repairs & maintenance buildings	3,790	417	(3,373)	-810%	0	(3,790)	-	4,052	833	(3,219)	-386%	0	(4,052)	-	8,219	5,000	-64%
6515 Repairs & maintenance land improvements	(500)	208	708	340%	0	500	-	(500)	417	917	220%	0	500	-	1,583	2,500	37%
6520 Repairs & maintenance docks	0	417	417	100%	0	0	-	0	833	833	100%	0	0	-	4,167	5,000	17%
6580 Permits	1,441	0	(1,441)	-	0	(1,441)	-	1,441	0	(1,441)	-	0	(1,441)	-	8,441	7,000	-21%
Total Repair and Maintenance	4,731	1,042	(3,690)	-354%	0	(4,731)	-	4,993	2,083	(2,910)	-140%	0	(4,993)	-	22,410	19,500	-15%
Total Goods & Services	15,664	13,459	(2,205)	-16%	3,950	(11,714)	-297%	29,355	26,918	(2,437)	-9%	6,327	(23,028)	-364%	170,945	168,508	-1%
Total Expenses	87,460	144,476	57,016	39%	73,450	(14,010)	-19%	134,825	245,166	110,341	45%	106,808	(28,018)	-26%	1,192,513	1,302,854	8%
Operating Results	(64,959)	(117,186)	52,227	-45%	(57,202)	(7,757)	14%	(87,980)	(190,587)	102,607	-54%	(72,451)	(15,530)	21%	(872,772)	(975,379)	-11%
4695 Grants Received - Other	0	0	0	-	1,382	(1,382)	-100%	0	0	0	-	1,382	(1,382)	-100%	5,000	5,000	0%
Total Other Income	0	0	0	-	1,382	(1,382)	-100%	0	0	0	-	1,382	(1,382)	-100%	5,000	5,000	0%
Taxes & Misc Expenses																	
6745 Banking fees	0	0	0	-	0	0	-	0	0	0	-	0	0	-	10,000	10,000	0%
Total Taxes & Misc Expenses	0	0	0	-	0	0	-	0	0	0	-	0	0	-	10,000	10,000	0%
7010 Interest payment	0	9,583	9,583	100%	2,635	2,635	100%	0	19,167	19,167	100%	2,635	2,635	100%	95,833	115,000	17%
Total Debt Services	0	9,583	9,583	100%	2,635	2,635	100%	0	19,167	19,167	100%	2,635	2,635	100%	95,833	115,000	17%
Total Other Expenses	0	9,583	9,583	100%	2,635	2,635	100%	0	19,167	19,167	100%	2,635	2,635	100%	105,833	125,000	15%
Net Other Income	0	(9,583)	9,583	-100%	(1,253)	1,253	-100%	0	(19,167)	19,167	-100%	(1,253)	1,253	-100%	(100,833)	(120,000)	-16%
Net Result	(64,959)	(126,770)	61,811	-49%	(58,454)	(6,505)	11%	(87,980)	(209,754)	121,773	-58%	(73,703)	(14,277)	19%	(973,605)	(1,095,379)	-11%

Financial Report - Actual vs. Budget
For Period Ending Aug 2022

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					
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				Jul 2022 - Jun 2023					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Prior FYTD vs Current FYTD Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4010 Property Agreements	32,610	30,520	2,090	7%	39,495	(6,885)	-17%	75,382	66,321	9,062	14%	66,468	8,914	13%	309,062	300,000	3%
4260 Rail Operations Revenue	35,008	75,309	(40,301)	-54%	26,921	8,087	30%	66,298	150,618	(84,320)	-56%	54,482	11,816	22%	819,390	903,710	-9%
4265 Rail Surcharges	38,876	49,276	(10,399)	-21%	19,719	19,157	97%	73,371	98,551	(25,180)	-26%	51,682	21,689	42%	566,127	591,308	-4%
4290 Other	0	0	0	-	0	0	-	0	0	0	-	0	0	-	2,446,302	2,446,302	0%
Total Operating Income	106,494	155,105	(48,611)	-31%	86,135	20,359	24%	215,051	315,490	(100,439)	-32%	172,632	42,419	25%	4,140,881	4,241,320	-2%
Expenses																	
Goods & Services																	
6260 Consulting services	23,697	11,250	(12,447)	-111%	817	(22,880)	-2802%	23,697	22,500	(1,197)	-5%	817	(22,880)	-2802%	136,197	135,000	-1%
6290 Commercial insurance	3,528	4,114	586	14%	3,403	(125)	-4%	7,055	8,227	1,172	14%	6,444	(611)	-9%	48,191	49,363	2%
Total Professional Services	27,225	15,364	(11,861)	-77%	4,219	(23,005)	-545%	30,752	30,727	(25)	0%	7,261	(23,491)	-324%	184,388	184,363	0%
6410 Signage	0	667	667	100%	0	0	-	0	1,333	1,333	100%	0	0	-	6,667	8,000	17%
Total Operational Expense	0	667	667	100%	0	0	-	0	1,333	1,333	100%	0	0	-	6,667	8,000	17%
6505 Repairs & maintenance vehicles	0	0	0	-	726	726	100%	0	0	0	-	830	830	100%	0	0	-
6510 Repairs & maintenance buildings	0	37,500	37,500	100%	0	0	-	0	75,000	75,000	100%	0	0	-	375,000	450,000	17%
6515 Repairs & maintenance land improveme	0	0	0	-	0	0	-	70	0	(70)	-	0	(70)	-	70	0	-
Total Repair and Maintenance	0	37,842	37,842	100%	726	726	100%	70	75,683	75,613	100%	830	760	92%	378,487	454,100	17%
Total Goods & Services	27,225	53,872	26,647	49%	4,945	(22,279)	-451%	30,822	107,744	76,922	71%	8,091	(22,731)	-281%	569,541	646,463	12%
Total Expenses	27,225	53,872	26,647	49%	4,945	(22,279)	-451%	30,822	107,744	76,922	71%	8,091	(22,731)	-281%	569,541	646,463	12%
Operating Results	79,269	101,233	(21,964)	-22%	81,189	(1,920)	-2%	184,229	207,746	(23,517)	-11%	164,541	19,688	12%	3,571,340	3,594,857	-1%
Other Income & Expenses																	
Other Income																	
4480 Tax Credits	0	0	0	-	0	0	-	364,155	431,865	(67,710)	-16%	0	364,155	-	714,155	781,865	-9%
Total Other Income	0	0	0	-	0	0	-	364,155	431,865	(67,710)	-16%	0	364,155	-	714,155	781,865	-9%
Other Expenses																	
6755 Insurance Claims	0	0	0	-	16,528	16,528	100%	0	0	0	-	16,528	16,528	100%	0	0	-
Total Taxes & Misc Expenses	0	0	0	-	16,528	16,528	100%	0	0	0	-	16,528	16,528	100%	0	0	-
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	421,916	421,916	0%
7010 Interest payment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	142,812	142,812	0%
7020 Principal repayment - Vehicles	435	1,699	1,264	74%	1,045	611	58%	869	3,397	2,528	74%	2,091	1,222	58%	17,856	20,384	12%
7025 Interest payment - Vehicles	10	327	317	97%	14	4	29%	20	654	635	97%	28	8	29%	3,291	3,926	16%
8013 CIP Construction Bridges	0	53,750	53,750	100%	47,868	47,868	100%	0	107,500	107,500	100%	47,868	47,868	100%	537,500	645,000	17%
8016 CIP Construction Track	0	37,394	37,394	100%	0	0	-	0	74,788	74,788	100%	0	0	-	373,942	448,730	17%
Total Debt Services	444	93,170	92,726	100%	48,927	48,483	99%	889	186,340	185,451	100%	49,986	49,098	98%	1,497,317	1,682,768	11%
Total Other Expenses	444	93,170	92,726	100%	65,455	65,011	99%	889	186,340	185,451	100%	66,514	65,626	99%	1,497,317	1,682,768	11%
Net Other Income	(444)	(93,170)	92,726	-100%	(65,455)	65,011	-99%	363,266	245,525	117,741	48%	(66,514)	429,781	-646%	(783,162)	(900,903)	-13%
Net Result	78,825	8,063	70,762	878%	15,734	63,090	401%	547,496	453,271	94,224	21%	98,027	449,469	459%	2,788,178	2,693,954	3%

Financial Report - Actual vs. Budget
For Period Ending Aug 2022

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					
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				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																	
4290 Other	0	22,759	(22,759)	-100%	60,479	(60,479)	-100%	0	45,517	(45,517)	-100%	60,479	(60,479)	-100%	227,585	273,102	-17%
Total Operating Income	0	22,759	(22,759)	-100%	60,479	(60,479)	-100%	0	45,517	(45,517)	-100%	60,479	(60,479)	-100%	227,585	273,102	-17%
Expenses																	
Personnel Services																	
5005 Salaries	2,364	2,576	212	8%	55	(2,309)	-4216%	2,422	4,291	1,869	44%	55	(2,367)	-4322%	20,434	22,303	8%
Total Compensation	2,364	2,576	212	8%	55	(2,309)	-4216%	2,422	4,291	1,869	44%	55	(2,367)	-4322%	20,434	22,303	8%
5100 Federal Payroll taxes	180	344	164	48%	4	(176)	-4574%	184	573	388	68%	4	(181)	-4689%	2,588	2,976	13%
5105 State Payroll taxes	1	0	(1)	-	0	(1)	-5150%	1	0	(1)	-	0	(1)	-5250%	1	0	-
5110 Unemployment Insurance	68	75	6	9%	1	(67)	-4738%	70	124	55	44%	1	(68)	-4857%	592	647	8%
5115 Workers compensation	0	200	200	100%	0	0	-	0	333	333	100%	0	0	-	1,399	1,732	19%
Total Payroll Taxes	249	619	369	60%	5	(244)	-4620%	255	1,030	775	75%	5	(250)	-4736%	4,580	5,355	14%
5200 Medical insurance	295	1,060	764	72%	14	(281)	-2018%	443	1,765	1,322	75%	14	(429)	-3078%	7,854	9,176	14%
5205 Dental insurance	50	87	37	43%	0	(50)	-	75	145	70	48%	0	(75)	-	685	755	9%
5215 Term life insurance	2	6	4	67%	0	(2)	-1329%	4	10	7	64%	0	(4)	-2507%	46	53	12%
5220 Long Term Disability insurance	3	16	12	78%	0	(3)	-959%	6	26	20	77%	0	(6)	-1747%	116	136	15%
5225 PERS Employee Contributions	118	586	468	80%	12	(107)	-926%	130	977	846	87%	12	(119)	-1032%	4,230	5,076	17%
5230 PERS Employer Contributions	34	155	121	78%	3	(30)	-926%	37	257	220	86%	3	(34)	-1031%	1,118	1,338	16%
Total Insured Benefits	503	1,910	1,407	74%	29	(473)	-1620%	696	3,181	2,485	78%	29	(667)	-2281%	14,048	16,533	15%
Total Personnel Services	3,116	5,104	1,988	39%	89	(3,027)	-3390%	3,373	8,502	5,129	60%	89	(3,284)	-3678%	39,062	44,191	12%
Goods & Services																	
6105 Telephone - mobile	52	60	8	13%	0	(52)	-	104	120	16	13%	0	(104)	-	704	720	2%
Total Utilities	52	60	8	13%	0	(52)	-	104	120	16	13%	0	(104)	-	704	720	2%
6290 Commercial insurance	4,787	5,266	479	9%	4,477	(310)	-7%	9,574	10,532	957	9%	8,955	(620)	-7%	62,234	63,191	2%
Total Professional Services	4,787	5,266	479	9%	4,477	(310)	-7%	9,574	10,532	957	9%	8,955	(620)	-7%	62,234	63,191	2%
6400 Small equipment & tools	4,268	0	(4,268)	-	214	(4,054)	-1897%	4,268	0	(4,268)	-	214	(4,054)	-1897%	4,268	0	-
6425 Operational supplies	1,705	0	(1,705)	-	0	(1,705)	-	1,974	0	(1,974)	-	0	(1,974)	-	1,974	0	-
6430 Equipment Rental	621	0	(621)	-	0	(621)	-	621	0	(621)	-	0	(621)	-	621	0	-
6450 Fuel - Gas	1,275	0	(1,275)	-	0	(1,275)	-	1,275	0	(1,275)	-	0	(1,275)	-	1,275	0	-
Total Operational Expense	7,868	0	(7,868)	-	214	(7,655)	-3582%	8,137	0	(8,137)	-	214	(7,924)	-3708%	8,137	0	-
6500 Repairs & maintenance equipment	0	1,250	1,250	100%	0	0	-	487	2,500	2,013	81%	0	(487)	-	12,987	15,000	13%
6505 Repairs & maintenance vehicles	1,045	4,167	3,122	75%	59,027	57,982	98%	3,790	8,333	4,544	55%	60,145	56,355	94%	45,456	50,000	9%
Total Repair and Maintenance	1,045	5,417	4,372	81%	59,027	57,982	98%	4,277	10,833	6,557	61%	60,145	55,868	93%	58,443	65,000	10%

Financial Report - Actual vs. Budget
For Period Ending Aug 2022

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					
	Aug 2022				Aug 2021			Jul 2022 - Aug 2022				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Goods & Services	13,752	10,743	(3,010)	-28%	63,718	49,966	78%	22,093	21,485	(607)	-3%	69,313	47,221	68%	129,519	128,911	0%
Total Expenses	16,868	15,847	(1,022)	-6%	63,807	46,939	74%	25,466	29,988	4,522	15%	69,403	43,937	63%	168,580	173,102	3%
Operating Results	(16,868)	6,912	(23,780)	-344%	(3,329)	(13,540)	407%	(25,466)	15,529	(40,995)	-264%	(8,924)	(16,542)	185%	59,005	100,000	-41%
Other Income & Expenses																	
Other Income																	
4505 Interest - Bank	593	0	593	-	158	435	276%	1,070	0	1,070	-	325	744	229%	1,070	0	-
Total Other Income	593	0	593	-	158	435	276%	1,070	0	1,070	-	325	744	229%	1,070	0	-
8020 CIP Machinery & Equipment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	100,000	100,000	0%
Total Debt Services	0	0	0	-	0	0	-	0	0	0	-	0	0	-	100,000	100,000	0%
Total Other Expenses	0	0	0	-	0	0	-	0	0	0	-	0	0	-	100,000	100,000	0%
Net Other Income	593	0	593	-	158	435	276%	1,070	0	1,070	-	325	744	229%	(98,930)	(100,000)	-1%
Net Result	(16,275)	6,912	(23,187)	-335%	(3,171)	(13,104)	413%	(24,396)	15,529	(39,926)	-257%	(8,599)	(15,798)	184%	(39,926)	0	-



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: October 11, 2022

SUBJECT: Commercial/External Affairs/Marketing Management Report

Commercial:

Staff continue to work with inquiries interested in establishing operations at Terminal One in Coos Bay. Staff participated in meetings and site tours with prospective customers across business lines looking to either establish a footprint on Port property or expand existing operations. One commercial tour / site visit was provided for prospective customers. Staff also conducted meetings with existing lease and rail customers.

Staff continue to develop pricing structures for both ground leasing and tariff rates as the Port continues to work toward an executed contract with prospective tenants at Terminal One, as well as evaluating anticipated expenses and operational considerations.

Staff are exploring opportunities with Business Oregon for grant funding to conduct strategic planning surrounding the layout of Terminal One.

Port Property:

Monthly Commercial lease revenue for the month of September 2022 was up 34.2% over September 2021. This increase is due in part to the new lease revenues being generated from the Hub building leases, new CPIU increases, as well as an increase in the properties rented out in the Charleston Marina Complex over the last year.

Vacant Port owned properties include the Fishermen's Wharf and the two small office spaces adjacent to the Charleston Post Office, individual offices in the shared space of the Hub Building, as well as 147 S. Broadway in the Hub Building. One of the offices in the shared space of the Hub Building was leased last month on a month-to-month basis as storage space for an existing Port tenant. Staff provided three showings of 147 S. Broadway in the Hub building this past month. Staff also showed available properties in Charleston to two inquiries.

Marketing, Media, and Outreach:

Staff presented at the Bay Area Chamber of Commerce Transportation Committee meeting regarding upcoming projects.

The Port was featured in the following news outlets:

The World: [Letter: Do we need a shipping facility?](#)

Lincoln City Homepage: [Opportunities on the Coast](#)

Wind Action: [Floating wind turbines could soon dot Oregon's south coast](#)

The Bulletin: [Tiny Coos Bay positions itself as an answer to global freight bottlenecks](#)

Oregon Public Broadcasting: [What a container shipping facility would mean for Coos Bay](#)

Staff are compiling and organizing the results of a survey provided to Charleston Marina customers. The intent of the survey is to solicit feedback regarding the most critical infrastructure in Charleston as the Port budgets for future capital investment in the coming years.

The Port's Instagram account followership increased from 1,793 to 1,801 over the last month and reached 741 accounts. The top post from the month was: "In the interest of public safety, overnight camping and shooting are prohibited on Port owned property." This post received a total of 35 likes and reached a total of 338 accounts.

The Port's LinkedIn page gained 22 new followers, received over 8,000 post impressions, appeared in 250 searches, and had 52 unique visitors. The top post of the past month was "Great article in the Oregonian today about the exciting things happening in Coos Bay." This post received 88 reactions and 2,167 impressions.

Legislative/Advocacy Work:

Staff participated in a meeting with stakeholders from Lane County regarding the PCIP project, as well as an Oregon Public Ports Federal Coordination meeting sponsored by Business Oregon.

Staff are working in coordination with Markee and Associates and the Oregon Public Ports Association in anticipation of the upcoming State of Oregon Legislative session.

Industry Articles/Information Items:

- Hellenic Shipping News: [Maersk Asia Pacific market update \(September 2022\)](#)
- DJC Oregon: [Interstate Bridge replacement project rolls ahead](#)
- American Shipper: [Lawmaker introduces bill to guarantee more US-flag shipping](#)
- FreightWaves: [BNSF plans \\$1.5B Southern California facility for intermodal transloading](#)
- Times Union: [Barges grounded by low water halt Mississippi River traffic](#)
- FreightWaves: [New California law designed to rein in detention and demurrage charges](#)
- American Shipper: [Tidal wave of new container ships: 2023-24 deliveries to break record](#)



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Mike Dunning, Chief Port Operations Officer

DATE: October 11, 2022

SUBJECT: Port Operations/Asset Management Report

Channel Modification Project:

The Port channel team met with USACE Portland District during the last week of September to discuss project scoping and the Port's current work on the economics evaluation and new ship simulations. The ship simulations will help determine what container vessel can safely navigate through the proposed channel modification project. This information will help inform the new economics evaluation.

The Port team is also researching the benefits of conducting a resistivity survey of the proposed channel. This study may help the Port refine the total areas of rock to be dredged and the potential hardness of that rock. This is a fairly new technology for the marine environment and has been used on multiple channel deepening projects on the east coast. The goal of this work is to reduce contractor risk during the bidding process and to assist the National Environmental Protection Act (NEPA) review for anticipated impacts.

Rail Bridge Rehabilitation Project:

Work continues with engineering and design, permitting, contracting and construction for all phases of the project. Updates for each phase are provided below:

Vaughn Viaduct: The Port continues to conduct Value Engineering (VE) with the low bidder for this project, and are working with MARAD and other regulatory agencies to understand potential impacts of changing project scope.

Wildcat Creek Bridges: Partney Construction has completed approximately 35% of the scheduled work for this project.

Steel Swing Bridges: The contractor is ordering materials and conducting field verifications for each phase of the project. Steel for the Cushman bridge has arrived at the fabricators for buildup. The Port purchased a new trailer mounted generator that will be used in the event of prolonged power outages. This purchase is part of the project controller system scope of work.

PIDP Grant (Tie and Resurfacing Project):

Staff is still waiting for the final agreement from MARAD. As part of the pre-agreement authorization, the Port has contracted for geometry car services and engineering support. We expect

the geometry car work to commence on November 14, 2022.

Safety and Security:

Due to continued vandalism of Port signs, staff has started stenciling eco blocks to ensure Port property is properly marked for enforcement. Unfortunately, we are already seeing the stencils being painted over. Despite having to re-stencil the blocks, this method is less costly than custom made signs.



Terminal One:

The Terminal One contractor continues to work on interior office painting and securing empty buildings to deter vagrants and theft.



MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Stephen Bawn, Charleston Marina Complex Manager

DATE: October 11, 2022

SUBJECT: Charleston Operations Management Report

Of the 550 moorage slips, there were 161 annuals (29%), 49 semi-annuals (8.7%), 48 monthlies (10%) and 619 transient nights, for a total occupancy of 51% for the month. All categories remained similar to the month prior.

The RV Park had an average capacity of 89.4% in September. Out of 104 RV Park spaces, we had 270 new check-ins with total sales of \$61,562.83. As the summer season has ended, there is a noticeable drop in occupancy numbers.

The Ice Plant had a volume of 536 tons of ice sold for total sales of \$32,697.20. There has been a significant decrease in the amount of ice appointments, and this is due to a slowdown in fishing.

Maintenance Projects:

Marina Office: The awning for teller windows is still waiting on a second vendor quote. This is budgeted work for FY 22/23. FY 23/24 Phase II will be roof replacement, new gutters and exterior paint.

Shipyard Cleanup: Cleanup is 99% finished in the shipyard. The shipyard is awaiting confirmation from Billeter Marine as to completed status of vessel destruction. The Port has had inquiries from individuals wanting to use the shipyard in order to destroy their own vessels.

State Dredge Equipment: Staff has been in continuous preparation for dredge operations. On October 6, staff began operational dredge training and initial dredging on the eastern dredge prism at Point Adams. Staff will continue dredging through the remainder of October and into November.

Section 107 Feasibility Study: The Portland District continues to develop the feasibility study for this project. We are waiting for the final feasibility letter from the USACE.

Marina Piling: \$50K was budgeted for FY 22/23 to replace piling at the Marina Complex. Staff completed the Request for Quote, and only one vendor had submitted a quote. Another vendor has just requested to quote on the project, and we have sent the RFQ. The Port is still aiming to have this work completed in the Fall of 2022.

Staffing:

The new Marina and RV Administrative Assistant started on September 19. As of October 6, two offers of employment for Maintenance Apprentice 1 positions have been offered and they have been accepted. The anticipated start date for the new team members is the week of October 10. Staff is still searching to fill the temporary Maintenance position.

Miscellaneous:

Through the month of September, the Marina Complex has had some security issues. Staff is working on various ideas to address these issues.



MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Rich Lopez, General Manager

DATE: October 11, 2022

SUBJECT: Railroad Department Management Report

Operations:

CBRL Carloads:

September = 524 Prior Month = 597 Prior Year September = 556
2022/23 Forecasted Monthly Average 650 missed by 126 carloads.

As CBRL continues to move forward into the fiscal year, the recording numbers that were predicted are still low. Customers that have ordered cars have not yet received them but have acquired other customers to attempt to facilitate the need for product. Other customers are feeling the pinch of the market and have reduced car loads due to sales being low. CBRL and its customers stay in communications daily on the outlook for the week and for the month. All are fully invested to achieving the goals set forth in July. CBRL also had a mechanical issue on the North Bend bridge this month causing bridge closure for major repairs to the hydraulic system. These repairs were previously identified and slated to be completed in the current bridge program but failed before the work could be completed. The CBRL would like to thank Whit Industries and SP Construction for completing the necessary work to the bridge in a minimal time frame of bridge repairs. The impact to customers was minimal and with no impact.

CBRL staff in the past months have implemented new programs and brought on new staff members. The MOW team has been productive with the removal of four slow orders along the north end of the line (Cushman to Eugene). The crews have replaced over 80 ties in 1.32 miles of main line track. This equates to approximately 80 minutes of delays for the North Haulers workday. The MOW team has mobilized to the south section of the main line to MP 724 to begin replacing 60 -70 ties at that location. At the beginning of the new program CBRL estimated that all current slow orders that could be repaired by MOW would be complete by year's end. The MOW team is on track to meet that goal.

CBRL has begun to review and analyze the fuel usage, crew overtime and crew utilization. Staff are currently in the process of developing changes to certain programs to reduce these key indicators in the budget. Continuous improvement to the operations of all departments has been a focus for management this last month with a reduction of car movement. One of the items being looked at is a computer-based car moving system to allow the crews in the field to spot and pull cars in real time. This would allow for management to have more accurate data on work performance at customer facilities. The program will also allow for accurate data of customer's car usage and volumes; freeing up some management time to focus on other tasks.

Mechanical (Car and Locomotive):

Mr. Teeters has had a busy month with two 92-day inspections and several online repairs that were critical to operations. He has worked diligently to stay ahead of these repairs. He is currently completing a third 92-day inspection and preparing to begin a fourth 92-day inspection, along with a one year and a three-year inspection on the 1869. The Car department has been busy with car repairs and with the number of cars available on line they also had plenty to repair. The month did find a large number of cars coming on the property with repairs done, this includes the consumables such as cable and corners. This is not the norm when it comes to cars coming on line.

Maintenance of Way (MOW):

The Maintenance of Way team as discussed prior have been active with the new rail rehabilitation program. In addition to what was already spoken, the crews have been also busy with pre storm maintenance and abatement. Track Inspector Al French has been inspecting and clearing culverts along the line and has identified others to be tended to by the MOW teams. Ten culverts were cleared last month in strategic locations along the line. Some of these locations have been witnessed to have waterfalls nearby or tend to have high waters. With these culvert inspections the goal is to eliminate these areas of erosion causing water movement.

ODOT/FRA:

CBRL had one on site visit by ODOT Inspector Alon Kelly and Mechanical Inspector Stang. No violations to report.

Coos Bay Rail Line:

As of October 1, 2022, the CBRL is 264 days injury free. The CBRL had 0 incidents in September. Currently, CBRL has 22 employees and 8 locomotives on property.

Rail Projects:

Wildcat Bridge Project ahead of schedule.

Swing Span Project set to start early December.

Vaughn Viaduct post bid process

Railroading 101:

With the appointment of new Commissioners these last few months CBRL would like to include some Railroading 101 points for those new to railroading. As all industries, railroading has its own vernacular to describe, identify and report items. We will also include descriptions of how the CBRL operates.

The Word	Its “Official” Definition	What That Really Means
Carload	<p>The quantity of freight required for the application of a carload rate.</p> <p>Or</p> <p>A car loaded to its weight or space-carrying capacity.</p>	<p>When people use the word “carload,” they usually mean the amount of cargo that fits in a rail car.</p>
Carrier	<p>An individual, partnership or corporation engaged in the business of transporting goods or persons.</p>	<p>A transportation company (e.g., a railroad). Or, literally, the company that “carries” your stuff.</p>
Consignee	<p>The individual or organization to which freight is shipped.</p>	<p>The receiver.</p>
Consignor	<p>The individual or organization shipping freight to a consignee.</p>	<p>The shipper.</p>
Consignment	<p>Collection of goods transported under cover of the same transport document in accordance with regulations or tariffs in force where they exist.</p>	<p>A shipment.</p>
Main Line	<p>That part of the railway, exclusive of switch tracks, branches, yards, and terminals.</p>	<p>If railroad tracks were a roadway, the main line would be a highway.</p>
Yard	<p>A system of tracks within defined limits, whether or not part of a terminal, designed for switching services, over which movements not authorized by time-tables or by train order may be made, subject to prescribed signals, rules and regulations.</p>	<p>A waiting room for rail cars. A yard is where rail cars wait until they are connected to a train and shipped out.</p>

Action Items

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

DATE: October 11, 2022

PROJECT TITLE: 2022Res11: City of Veneta IGA Re: Community Dog Park

ACTION REQUESTED: Adoption of Resolution 2022Res11 approving the IGA Amendment between the Oregon International Port of Coos Bay and the City of Veneta to develop a Community Dog Park and authorizing the Port CEO to execute the IGA

BACKGROUND:

In 2011, the Board of Commissioners of the Oregon International Port of Coos Bay approved an Intergovernmental Agreement between the City of Veneta and the Oregon International Port of Coos Bay to allow the City of Veneta to maintain a certain section of railroad right-of-way located within the city limits of Veneta. The entire property subject to the 2011 IGA is located between Territorial Highway and 3rd Street in Veneta, and is approximately 135 feet wide and 575 feet long. Since then, the City of Veneta has maintained a portion of this property to a manicured park like status.

In November 2021, the City of Veneta contacted Port Staff, asking the Port to allow the City to develop part of this property into a fenced community dog park. Port Staff collaborated with the City of Veneta to draft an amendment to the 2011 IGA, outlining the terms and conditions of the dog park on Port property.

Pert the IGA amendment, in exchanged for the Port to allow the City of Veneta to develop the dog park and for the City to create and enforce the dog park rules, the City of Veneta will:

- Enclose the dog park with a chain link fence (8' on the north along the railroad, and 6' tall around the remaining perimeter) and add dog park features to the property while continuing to maintain the property as outlined in the 2011 IGA;
- Conduct activities 30' from the centerline of the railroad tracks;
- Include the Oregon International Port of Coos Bay and the Coos Bay Rail Line, Inc. as named partners in the development of the dog park;
- Obtain and maintain the minimum insurance requirements as outlined in the IGA exhibit.

The amendment will remain in effect for 10 years, with the option to renew every 5 years. In addition, if the dog park is deemed to be a danger to the public or to rail operations, the amendment will be terminated. The amendment has been reviewed and accepted by both the Port's legal counsel and insurance broker of record.

The original 2011 IGA and the new Amendment to the IGA for the Dog Park are attached as exhibits to the resolution within the packet.

RECOMMENDED MOTION:

Adopt Resolution 2022Res11 approving the Intergovernmental Agreement Amendment between the Oregon International Port of Coos Bay and the City of Veneta to develop Port property into a Fenced Community Dog Park and to authorize Chief Executive Officer John Burns to execute the Agreement Amendment.

RESOLUTION 2022Res11

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

**APPROVING AN INTERGOVERNMENTAL AGREEMENT AMENDMENT BETWEEN
THE OREGON INTERNATIONAL PORT OF COOS BAY AND THE CITY OF VENETA
TO DEVELOP PORT PROPERTY INTO A FENCED COMMUNITY DOG PARK**

WHEREAS, the Oregon International Port of Coos Bay (the “Port”) and the City of Veneta (the “City”) are municipal corporations, organized and operated under the Constitution and laws of the State of Oregon; and

WHEREAS, the Port owns the Coos Bay Rail Line that runs through the City; and

WHEREAS, in 2011 the Board of Commissioners of the Oregon International Port of Coos Bay approved an Intergovernmental Agreement between the City and the Port to allow the City to maintain a certain section of railroad right-of-way located within the city limits of Veneta; and

WHEREAS, the City has determined, and the Port agrees, it is in the best interest of the public to develop part of the maintained property into a fenced community dog park; and

WHEREAS, Port Staff collaborated with the City of Veneta to draft an amendment to the 2011 IGA, outlining the terms and conditions of the dog park on Port property.

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Oregon International Port of Coos Bay that the Port Commission approved the Intergovernmental Agreement between the Oregon International Port of Coos Bay and the City of Veneta to develop Port property into a fenced community dog park, 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 18th day of October 2022.

Eric Farm, President

Brianna Hanson, Treasurer

AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT

*between Oregon International Port of Coos Bay (Coos Bay Rail Line, Inc.)
and City of Veneta*

WHEREAS, this is an amendment to the 2011 Intergovernmental Agreement (IGA) between the Oregon International Port of Coos Bay (Port), Coos Bay Rail Link (now known as Coos Bay Rail Line, Inc., CBRL), and the City of Veneta (collectively known as the “Parties”), which allows the City of Veneta to maintain certain areas of railroad right-of-way within the city limits of Veneta, and

WHEREAS, the City of Veneta has determined, and the Port of Coos Bay agrees, it is in the best interest of the public to develop part of the maintained property into a fenced community dog park.

NOW THEREFORE, in consideration of the terms and conditions hereinafter stated, it is agreed as follows:

1. The IGA shall continue in full effect except where the terms of this Amendment and the IGA conflict. Where the terms of this Amendment and the IGA conflict, this Amendment shall control.
2. The Port of Coos Bay agrees to:
 - a. Allow the City of Veneta to develop the eastern part of the subject property shown in Exhibit A to the IGA that is located between Territorial Highway and 3rd Street, into a fenced community dog park as shown in Exhibit B to this Amendment.
 - b. Allow the City of Veneta to create and enforce rules regarding the use of the dog park at its sole discretion.
3. The City of Veneta agrees to:
 - a. Enclose the dog park with a chain-link fence (at least 8’ tall on the north along the railroad, and 6’ tall around the remaining perimeter) and add dog park features to the property.
 - b. Maintain the property dedicated to the dog park as outlined in the IGA (including the fencing and dog park features).
 - c. Conduct all activities at least 30 feet from the centerline of the railroad tracks (amending the 25 feet requirement in section II.A. of the IGA).
 - d. Include the Oregon International Port of Coos Bay and Coos Bay Rail Line, Inc. as named partners in the development of the dog park.
 - e. Obtain and maintain the minimum insurance requirements as outlined in Exhibit A.
4. Term and Termination:
 - a. This Amendment shall remain in effect for a period of 10 years. The Parties may agree, in writing, to renew this Amendment for subsequent five-year intervals.

- b. Either Party may terminate this Amendment pursuant to Section V of the IGA by giving 30 days' notice to the other Party, delivered by Certified Mail, Return Receipt requested.
- c. This Amendment shall automatically terminate upon termination of the IGA.
- d. Either Party may immediately terminate this Amendment upon a determination that the dog park is a danger to persons or the operation of the railroad.
 - i. The dog park shall be determined a danger if, for example, but not exclusively, after any initial incidents are addressed and remediated amongst the Parties, repeated incidents occur of dog bites, dog attacks, or dogs escaping and creating a disturbance to rail operations or employees.
 - ii. Upon such a determination, the City of Veneta shall immediately close the dog park.

BY: _____
John Burns, Chief Executive Officer
Oregon International Port of Coos Bay

DATE: _____

BY: _____
Matthew Michel, City Administrator
City of Veneta

DATE: _____

EXHIBIT A

Insurance Requirements

The City of Veneta will at all times specified herein provide and maintain for itself and require its subcontractors who work onsite of the specified property to provide and maintain the following types and the following minimum limits of insurance written on an occurrence basis by a company or companies authorized to do business in the state of Oregon.

A. WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY:

- (i) State: Statutory
- (ii) Employers Liability:
 - \$500,000 Each Accident
 - \$500,000 Disease, Policy Limit
 - \$500,000 Disease, Each Employee

B. COMMERCIAL GENERAL LIABILITY (OCCURRENCE FORM):

- (i) Combined Bodily Injury and Property Damage:
 - \$1,000,000 Each Occurrence
 - \$1,000,000 Personal and Advertising Injury
 - \$2,000,000 General Aggregate
 - \$2,000,000 Products and Completed Operations
 - \$100,000 Fire Damage Legal Liability
 - \$10,000 Medical Expenses
- (ii) The following coverages must be included:
 - (1) Premises Operations.
 - (2) The policy will be endorsed to be primary and non-contributory with any insurance maintained by the Port of Coos Bay, its subsidiaries, affiliates, members, directors, officers, employees and agents.
 - (3) Products and Completed Operations Insurance consistent with the requirements of this Paragraph B and Subparagraphs (i) and (ii) will be maintained by the City of Veneta and all subcontractors for the duration of the applicable statute of repose in the state in which the Project is located.
 - (4) The limits will not be eroded or wasted by defense fees or costs.

C. BUSINESS AUTO POLICY:

- (i) Combined Bodily Injury and Property Damage
 - \$1,000,000 Each Accident
- (ii) The following coverages must be included:
 - (1) Owned Automobiles
 - (2) Non-Owned and Hired Automobiles
 - (3) Appropriate endorsements must be attached if hazardous wastes are to be transported such as Insurance Service Office MCS 90 and CA 9948.

EXHIBIT A, continued

D. WAIVER OF SUBROGATION:

All of the City of Veneta's and its subcontractors' liability insurance policies, with the exception of workers' compensation, will contain a waiver of subrogation against the Port of Coos Bay and its subsidiaries, affiliates, members, directors, officers, employees and agents.

E. ADDITIONAL INSURANCE REQUIREMENTS:

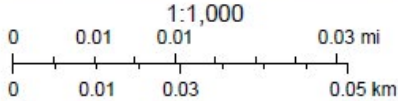
All of City of Veneta's and its subcontractors' liability insurance policies (except those for workers' compensation) will be endorsed to name the Port of Coos Bay and its affiliates, subsidiaries, directors, managers, officers, employees and agents as additional insureds using ISO endorsement CG 20 10 07 04 and CG 20 37 04 13 or equivalent for the Port of Coos Bay. The coverage under the additional insured endorsement will (i) be primary and noncontributory with respect to any insurance of the additional insureds, (ii) provide the same coverages and limits to the additional insured as are afforded to the primary insured as required by this Exhibit, and will not be limited to vicarious liability, (iii) not be limited to on-going operations, (iv) be maintained for the same durations as the coverages afforded to the primary insured as required by this Exhibit and blanket endorsements will not be acceptable.

EXHIBIT B

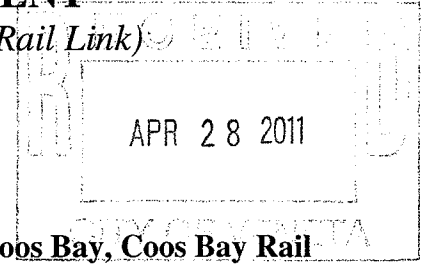
Dog Park



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INTERGOVERNMENTAL AGREEMENT
Oregon International Port of Coos Bay (Coos Bay Rail Link)
And The City of Veneta



This agreement entered into between **Oregon International Port of Coos Bay, Coos Bay Rail Link** (hereinafter referred to as **CBRL**), and the *City of Veneta*, a municipal corporation of the State of Oregon, hereinafter referred to as *City of Veneta*.

WHEREAS, pursuant to ORS 190.03 to 190.110 units of local government may enter into agreements for the performance of any or all functions and activities that any party to the agreement, its officers or agents, have authority to perform, and

WHEREAS, **CBRL** and *City of Veneta* have determined it is in their best and mutual interests for *City of Veneta* to be allowed to maintain certain areas of railroad right-of-way within the city limits of Veneta.

NOW THEREFORE, in consideration of the terms and conditions hereinafter stated, it is agreed as follows:

I. CBRL agrees to:

- A.** Allow the City of Veneta, its' employees, assigns, agents, and volunteers to enter upon the property between the railroad tracks and Waldo Lane as shown in Exhibit A, for the purposes of maintenance and enhancement. These activities are further defined to include:
 - 1. Removal of blackberries and other vegetation by mechanical or manual means
 - 2. Clearing/grubbing, loading and hauling of woody debris and other refuse
 - 3. Planting of grass, shrubs, trees or other vegetation
 - 4. Mowing, watering, and other vegetation maintenance activities
 - 5. Litter removal
- B.** Continue to perform tree trimming and other maintenance deemed necessary by **CBRL** for operation of the railroad.

II. City of Veneta agrees to:

- A.** Conduct all activities no closer than twenty five (25) feet from the centerline of the railroad tracks. Any activities to be conducted within 25 feet of the centerline of the tracks require written authorization of **CBRL**.

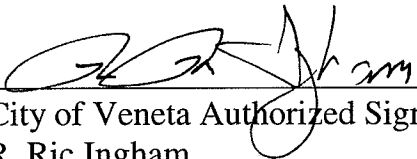
B. Plant trees no closer than fifty (50) feet from centerline of the railroad tracks.

III. The parties agree that this access agreement in no way obligates the City of Veneta to perform any maintenance activities within the Access Area, as shown on Exhibit A, or to meet any CBRL maintenance standards.

IV. Both parties to this Agreement, hereto mutually agree to indemnify defend, and hold each other, their Commissioners, Councilors, employees, officers, directors and agents harmless against any and all claims, demands, liabilities and costs incurred by the other party, arising out of or in connection with the performance or failure to perform any activities pursuant to this Agreement or any other act or omission of the indemnifying party arising out of the performance of this Agreement.

These obligations are subject to the Oregon Tort Claims Act and Oregon Constitution.

V. Either party may terminate this Agreement at any time by delivering to the other party 30 day notice by Certified Mail, Return Receipt requested of its intention to terminate this Agreement. This agreement shall remain in effect until terminated by one or both parties.

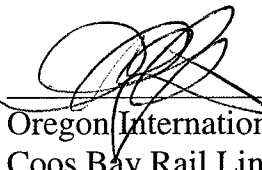


City of Veneta Authorized Signature
R. Ric Ingham

City Administrator
Title:

04.26.11

Date



Oregon International Port of Coos Bay/
Coos Bay Rail Link Authorized Signature
Jeffery Bishop

Chief Executive Officer
Title

4/27/11

Date

Coos Bay Rail Link - City of Veneta IGA: EXHIBIT A

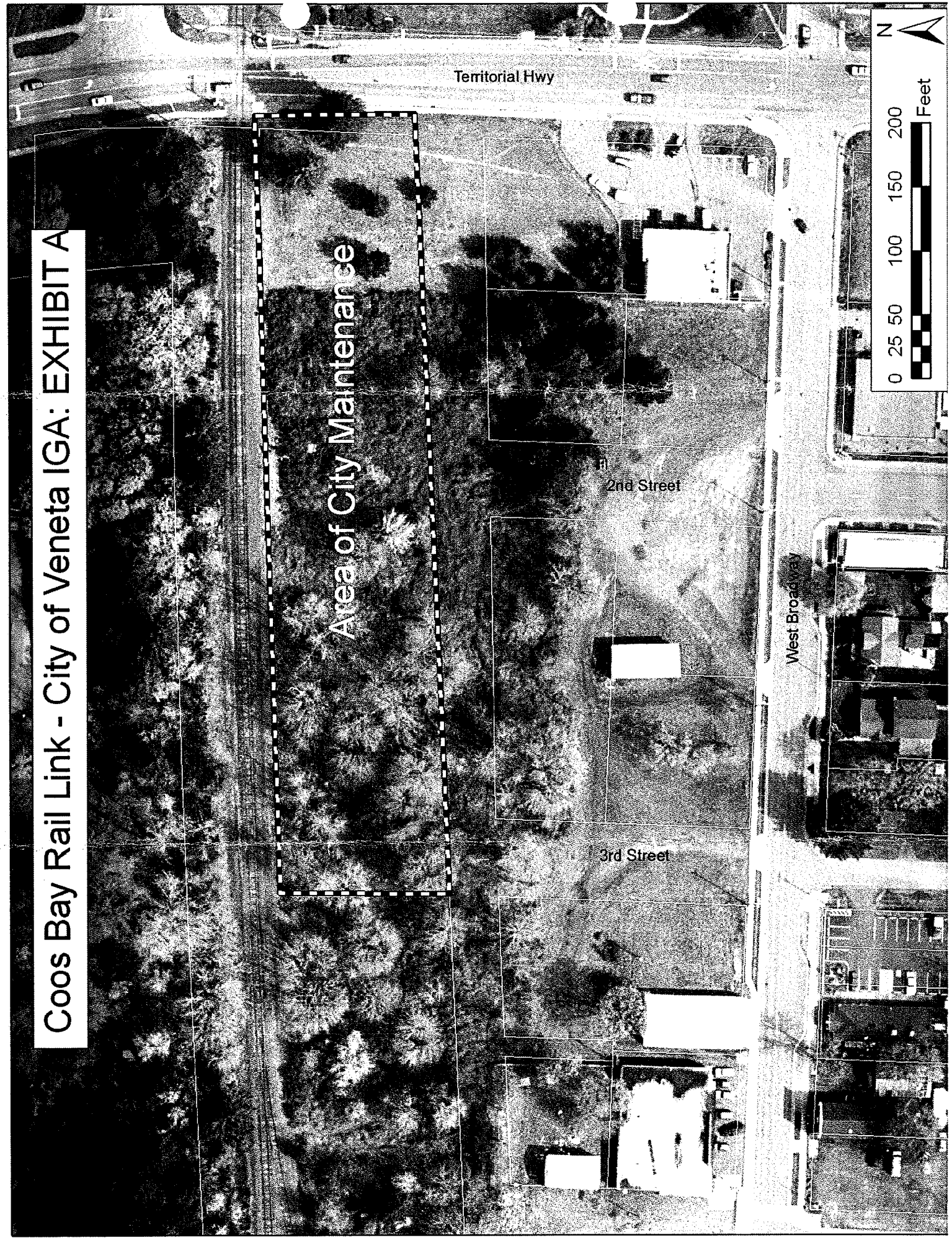
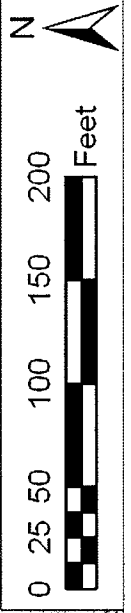
Area of City Maintenance

Territorial Hwy

2nd Street

3rd Street

West Broadway



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

DATE: October 11, 2022

PROJECT TITLE: 2022Res12: Amended 2022/23 Port of Coos Bay Rate Schedule

ACTION REQUESTED: Adoption of Resolution 2022Res12 amending the Port of Coos Bay Rate Schedule for Fiscal Year 2022/23

BACKGROUND:

The following fees have been added to the proposed draft Port of Coos Bay Rate Schedule:

- **Charleston Area Lodging Tax**
On the May 2022 ballot, Coos County voters approved Ballot Measure 6-194, authorizing a tax on short term lodging in the Charleston Area. The 9.5% lodging tax, which was effective October 1, 2022, is collected by Coos County and assessed on all reservations within the Charleston Marina RV Park.
- **Impound Fees**
Fees are currently assessed to a customer's account when a Storage Unit or Vessel is impounded due to delinquency of payment or abandonment. These fees include the cost of a lock (and chain) if needed, and the administrative cost of preparing the impound notice, posting the notice, and preparing for the auction process.
- **Tenant / Lessee Credit Checks**
Businesses or individuals interested in leasing Port property (buildings, office space, land, etc.) are subject to a credit check. These fees are the actual cost to run the report with a third party company plus an administrative cost to process and review the report.

The proposed amended red lined 2022/23 Port of Coos Bay Rate Schedule is attached as Exhibit A to the following resolution.

The Rate Schedule may be modified by Resolution of the Port Commission. Upon approval by the Board, the proposed Fiscal Year 2022/23 Port of Coos Bay Rate Schedule will become effective immediately.

RECOMMENDED MOTION:

Approve Resolution 2022Res12 amending the Port of Coos Bay Rate Schedule as presented, for Fiscal Year 2022/23.

RESOLUTION 2022Res12

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

AMENDING THE FY 2022/23 PORT OF COOS BAY RATE SCHEDULE

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

WHEREAS, owners and/or operators of vessels using Port moorage facilities, owners of property contained within Port storage areas, and users of Port services, are responsible for the charges outlined in the Port of Coos Bay Rate Schedule; and

WHEREAS, the Port of Coos Bay Rate Schedule has been amended to specifically include:

- A 9.5% Charleston Area Lodging Tax collected by Coos County and assessed on all reservations within the Charleston Marina RV Park;
- Impound fees for the costs associated with impounding a storage unit or vessel due to delinquency of payment or abandonment; and
- The fees associated with processing a credit check of parties interested in leasing Port property.

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.

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 October 18, 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 18th day of October 2022.

Eric Farm, President

Brianna Hanson, Treasurer



2022/23 Port of Coos Bay Rate Schedule

PROPOSED - Effective ~~July 1~~ October 18, 2022

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.....	\$8.05
Week	\$43.29
Month.....	\$123.70

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	\$0.619
Monthly, Per Foot	\$0.316
Semi-Annual, Per Foot.....	\$0.199
Annual, Per Foot.....	\$0.188

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	\$1.00
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Charleston Marina Shipyard Services

Short Term Work Area – Utility Services

Minimum Per Month	\$58.20
1-30 Days, Per Foot, Per Day.....	\$0.17
31-90 Days, Per Foot, Per Day.....	\$0.29
91-180 Days, Per Foot, Per Day.....	\$0.43
Over 180 Days, Per Foot, Per Day	\$0.57

Long Term Work Area – No Utility Services

Minimum Per Month	\$147.00
1-6 Months, Per Foot, Per Calendar Month (starting July 1, 2022)	\$4.90
7-12 Months, Per Foot, Per Calendar Month.....	\$6.13
13-18 Months, Per Foot, Per Calendar Month.....	\$7.66
19-24 Months, Per Foot, Per Calendar Month.....	\$9.57
Over 24 Months, Per Foot, Per Calendar Month	\$11.96

Environmental Service Charge

Added to all Charleston Shipyard Invoices.....	15%
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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	\$639.87
Single Move.....	\$456.57
After Hours Move Surcharge.....	\$296.88
Boat Wash Each Additional Hour	\$74.22

Forklift Service

Per Hour	\$94.47
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Dustless Sanders

Per Day	\$14.19
Per Week	\$68.59

Charleston Marina Storage Units

Storage Unit Rates

Dimensions: Door - 9'2" x 10' Inside - 10' x 11'1/15'

5' x 10', Per Month.....	\$64.10
10' x 15', Per Month	\$133.83
10' x 20', Per Month	\$156.32
10' x 25', Per Month	\$176.55
10' x 30', Per Month	\$194.55
10' x 35', Per Month	\$209.17

Charleston Marina Dry Storage

<u>Boat Trailers</u>	
Per Month	\$26.99
<u>Boat & Trailer</u>	
Per Foot, Per Month.....	\$2.62
Minimum	\$78.60
<u>Crab Pots & Fishing Gear</u>	
Per Item	\$15.74
Per Square Foot Per Month.....	\$0.21
Prepaid Deposit For Each ID Tag	\$6.18

Charleston Marina RV Park

Additional Fees Added to RV Park Rates

<u>Charleston Area Lodging Tax.....</u>	<u>9.5%</u>
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.....	\$42.00
Weekly	\$232.05
Monthly (6 month stay limit within a 12 month period)	\$619.50

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

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

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

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

Yurts

Daily.....	\$59.85
Weekly	\$281.40

RV Storage

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

Daily.....	\$4.00
Monthly.....	\$115.00

RV Dump

Per Use	\$7.00
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Propane

Per Gallon	varies on delivered price
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Charleston Marina Administrative Services

Animal Violations

Per Ordinance 143, 11A.2.B.6\$25.00

Business Licenses

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

Impound Fee

Storage Units\$50.00

Vessels.....\$100.00

Ordinance Violation

Civil Penalty, Each Day, Not to Exceed.....\$500.00

General Administrative Services

Tenant / Lessee Credit Check

Individual, Per Report.....\$25.00

Business / Commercial, Per Report.....\$50.00

Labor

Port Staff Labor, Per Hour\$75.00

Attorney / Legal Counsel Current Hourly Rate Charged to Port

Public Records

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

Non-Commercial Firewood Gathering Permit

30 day permit, Valid November Through April\$5.00

Insurance Requirements

A current Certificate of Insurance listing the Oregon International Port of Coos Bay as an additional insured and listing the following minimum limits, is required and must be provided by all agreement/license holders. The Oregon International Port of Coos Bay must receive notice of cancellation of any required insurance.

Moored Vessels

General Liability, Must Include Wreck Removal and Pollution Liability\$500,000

Charter/Guide Vessels

General Liability, Must Include Wreck Removal and Pollution Liability\$1,000,000

Travel Lift Services and Short Term Storage of Vessels (in Shipyard)

General Liability, Must Include Wreck Removal and Pollution Liability\$500,000

Long Term Storage of Vessels (in Shipyard)

General Liability, Must Include Pollution Liability.....\$250,000

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.

Administrative Fees

Application for New Agreement, Non-Refundable\$1,200.00
 Application for Adoption/Assignment of Existing Agreement, Non-Refundable\$1,500.00
 Expedited Processing\$1,000.00
 Engineering Review Fee\$1,750.00

Access Fees

Allows limited access for 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 One Year, Minimum \$500.00.....Negotiated
 Temporary Track Lease\$25.00 per track foot, plus \$0.15 per sq. ft.

Grade Crossing Occupancy Fees

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

Recreational, Minimum 16 Feet.....\$45.00
 Farm/Residential, Minimum 16 Feet\$58.00
 Industrial/Commercial, Minimum 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

Railroad Property Access and Occupancy, continued

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	\$0.80
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Miscellaneous

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: October 11, 2022

PROJECT TITLE: Update Signature Authority for Oregon State Treasury Local Government Investment Pool

ACTION REQUESTED: Approve updating signature authority for bank account changes to the Local Government Investment Pool account #5347.

BACKGROUND:

Port Policy Chapter 12 outlines the internal controls and authorization for financial management of the Port of Coos Bay. All Port bank accounts must be authorized and approved by the Board of Commissioners.

The Port invests excess cash with the Oregon State Treasury Local Government Investment Pool, which provides a higher rate of return than the Port's other bank accounts. Funds are transferred between the Local Government Investment Pool (LGIP) and the Umpqua bank accounts as needed for cash flow purposes. LGIP transfers are only permitted to and from bank accounts that are linked to the LGIP account. Changes to the linked bank accounts must be approved by two individuals.

With the resignation of Past President David Kronsteiner, Port staff wishes to update the signature authority documents for the LGIP. Any two of the following individuals are required to initiate bank account information changes for the Local Government Investment Pool account #5347:

John Burns	Chief Executive Officer
Lanelle Comstock	Chief Administrative Officer
Megan Richardson	Director of Finance & Accounting
Eric Farm	President
Brianna Hanson	Treasurer

RECOMMENDED MOTION:

Approve updating signature authority for bank account changes to the Local Government Investment Pool account #5347.

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

DATE: October 11, 2022

PROJECT TITLE: 2022Res13: Update Signature Authority on Umpqua Bank Accounts

ACTION REQUESTED: Approve Resolution 2022Res13 updating signature authority for the banking accounts at Umpqua Bank, Coos Bay Branch.

BACKGROUND:

Port Policy Chapter 12 outlines the internal controls and authorization for financial management of the Port of Coos Bay. All Port bank accounts must be authorized and approved by the Board of Commissioners. With the resignation of Past President David Kronsteiner, Port staff wishes to update the signature authority documents for the following bank accounts, to be effective October 18, 2022:

- ZBA Disbursement Checking Account #2511
- ZBA Payroll Checking Account #5360
- Money Market Sweep Account #3394
- General Concentration Sweep Account #3139
- Business Development #0198

The following individuals will be authorized signatories on these Umpqua Bank accounts:

- | | |
|------------------|----------------------------------|
| John Burns | Chief Executive Officer |
| Lanelle Comstock | Chief Administrative Officer |
| Megan Richardson | Director of Finance & Accounting |
| Eric Farm | President |
| Brianna Hanson | Treasurer |

A resolution is required for signature authorization for the bank accounts.

RECOMMENDED MOTION:

Approve Resolution 2022Res13 updating signature authority for the banking accounts at Umpqua Bank, Coos Bay Branch.

RESOLUTION 2022Res13

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

**RESOLUTION CHANGING THE SIGNATURE AUTHORIZATION FOR THE
BANK ACCOUNTS AT UMPQUA BANK**

WHEREAS, the Oregon International Port of Coos Bay has designated Umpqua Bank as a bank and depository for funds of the Port, which may be withdrawn on checks, drafts, receipts or advices of debt given or signed in the Port’s name; and

WHEREAS, the Port wishes to update the names of the individuals authorized to initiate changes to the bank accounts listed below, effective October 18, 2022:

- ZBA Disbursement Checking Account #2511
- ZBA Payroll Checking Account #5360
- Money Market Sweep Account #3394
- General Concentration Sweep Account #3139
- Business Development #0198

The following individuals will be authorized signatories on these Umpqua Bank accounts:

- | | |
|------------------|----------------------------------|
| John Burns | Chief Executive Officer |
| Lanelle Comstock | Chief Administrative Officer |
| Megan Richardson | Director of Finance & Accounting |
| Eric Farm | President |
| Brianna Hanson | Treasurer |

WHEREAS, said Bank shall be and is authorized to honor and pay the same whether or not they are payable to bearer or to the individual order of any person or persons signing the same.

APPROVED AND ADOPTED, by the Board of Commissioners of the Oregon International Port of Coos Bay this 18th day of October 2022.

Eric Farm, President

Brianna Hanson, Treasurer

OREGON INTERNATIONAL PORT OF COOS BAY

ACTION/DECISION REQUEST

DATE: October 11, 2022

PROJECT TITLE: Vaughn Viaduct Rehabilitation Project Bid Award (BUILD Phase 1)

ACTION REQUESTED: Authorize Chief Executive Officer John Burns to award and enter into a contract for the Vaughn Viaduct Rehabilitation Project (BUILD Phase 1)

BACKGROUND:

On April 13, 2021, the Port Commission authorized Port staff to solicit Invitations to Bid (ITB) for five separate construction contracts for the CBRL Bridge Rehabilitation Project (BUILD).

On May 7, 2021, the Oregon International Port of Coos Bay / Coos Bay Rail Line solicited bids for the BUILD Project (Phase 1) to replace the Vaughn Viaduct on the Coos Bay Rail Line. Bid responses were due to the Port by June 24, 2021. All bids received were substantially over the Engineers estimated cost for construction, so the Port decided to cancel the Invitation to Bid. The Port decided that rather than replace the bridge entirely, it would be in the Port's best interest to rehabilitate the existing bridge. Following authorization from MARAD to adjust the scope of work for this phase, the Port authorized Stantec Engineering to redesign the project and on June 30, 2022, issued a revised Invitation to Bid for rehabilitation of the existing bridge. Bids were received on September 6, 2022. Two bids were received, with the lowest responsive bidder being West Coast Contractors (WCC) with a price of \$7,135,530.00, which was still considerably over the Engineers estimated cost for construction. In accordance with public contracting law, the Port entered into negotiations with West Coast Contractors to "Value Engineer" the project for potential savings. WCC determined that the project could realize savings in excess of \$200,000.00 by completely replacing the two leg towers, in lieu of rehabilitating the existing legs. West Coast Contractors revised price is \$6,584,005.00.

The Port must obtain authorization from MARAD for this proposed change. Port staff does not foresee any obstacles to obtaining MARAD permission for a scope of work change.

Port procurement rule 2.8.1(E) requires the Port Commission, acting in its capacity as the Local Contract Review Board, authorize solicitations and awards of contracts in excess of \$150,000.

RECOMMENDATION MOTION:

Authorize Chief Executive Officer John Burns to award and enter into a contract for the Vaughn Viaduct Rehabilitation Project (BUILD Phase 1) with West Coast Contractors.

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 / 2018 - 2022

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

	2018		2019		2020		2021		2022	
	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads
Jan	580	1,914.0	611	2,016.3	409	1,349.7	346	1,141.8	445	1,468.5
Feb	618	2,039.4	465	1,534.5	400	1,320.0	390	1,287.0	502	1,656.6
Mar	627	2,069.1	547	1,805.1	432	1,425.6	566	1,867.8	694	2,290.2
Apr	574	1,894.2	521	1,719.3	350	1,155.0	621	2,049.3	668	2,204.4
May	623	2,055.9	438	1,445.4	394	1,300.2	599	1,976.7	707	2,333.1
Jun	594	1,960.2	318	1,049.4	534	1,762.2	625	2,062.5	595	1,963.5
Jul	602	1,986.6	346	1,141.8	485	1,600.5	503	1,659.9	530	1,749.0
Aug	602	1,986.6	329	1,085.7	467	1,541.1	485	1,600.5	597	1,970.1
Sep	472	1,557.6	299	986.7	378	1,247.4	556	1,834.8	524	1,729.2
Oct	469	1,547.7	425	1,402.5	431	1,422.3	521	1,719.3		
Nov	268	884.4	348	1,148.4	349	1,151.7	548	1,808.4		
Dec	399	1,316.7	303	999.9	499	1,646.7	453	1,494.9		
Total	6,428	21,212.4	4,950	16,335.0	5,128	16,922.4	6,213	20,502.9	5,262	17,364.6

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 2022 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:	6,213	rail carloads =	621,300	short tons =	20,502.9	highway truck loads
2022:	5,262	rail carloads =	526,200	short tons =	17,364.6	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 264 days injury free as of October 1, 2022!