



M E M O R A N D U M

TO: Interested Parties
FROM: David Kronsteiner, President
DATE: September 13, 2021
SUBJECT: Port of Coos Bay Commission Meeting Notice

The **Board of Commissioners** of the Oregon International Port of Coos Bay will hold its Regular Commission Meeting at **3:00 p.m., Tuesday, September 21, 2021.**

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

If you would like to provide public comment during the meeting, please call the Administrative office at 541-267-7678 by 12 p.m. on Tuesday, September 21, 2021. Written comment will be accepted until 12 p.m. on Tuesday, September 21, 2021 by sending an email to portcoos@portofcoosbay.com with the subject line 'Public Comment'.

An **Executive Session** has also been scheduled on **Tuesday, September 21, 2021**, immediately after the Commission Meeting, as authorized under ORS 192.660(2), to:

- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (f) consider information or records that are exempt by law from public inspection;
- (g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
- (h) consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; and
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

DK/km

**OREGON INTERNATIONAL PORT OF COOS BAY
REGULAR COMMISSION MEETING
3:00 p.m., Tuesday, September 21, 2021**
Port Commission Chambers, 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420

T E N T A T I V E A G E N D A

- 1. CALL MEETING TO ORDER**

- 2. INTRODUCTION OF GUESTS AND PORT STAFF**

- 3. PUBLIC COMMENT**

- 4. PORT PROJECT UPDATE**
 - A. Purchase of Hub Building Lanelle Comstock

- 5. CONSENT ITEMS** **Page**
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 - B. Approval of August Invoices 8
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- 8. OTHER**

- 9. INFORMATION ITEMS** **Page**
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 - B. Coos Bay Rail Revenue Car Loads – August 2021 46

- 10. COMMISSION COMMENTS**

- 11. NEXT MEETING DATE** – Tuesday, October 19, 2021, 3:00 p.m.

- 12. RECESS TO EXECUTIVE SESSION**

- 13. ADJOURN**

Consent Items

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
3:00 p.m., Thursday, August 26, 2021

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

ATTENDANCE

Commission:

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

Staff:

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Mike Dunning, Director of Maritime Operations and Asset Management; Megan Richardson, Director of Finance and Accounting; Margaret Barber, Director of External Affairs and Business Development; Rich Lopez, General Manager, Coos Bay Rail Line, Inc; Krystal Moffett, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

Media & Guests:

None.

1. CALL MEETING TO ORDER

Vice President Farm called the meeting to order at 3:03 p.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. CONSENT ITEMS

- A. Approval of June 22, 2021 Regular Commission Meeting Minutes
- B. Approval of June and July Invoices
- C. Approval of June and July Contracts Awarded

Upon a motion by Commissioner Stevens (second by Commissioner Hanson), the Board of Commissioners voted to approve the June 22, 2021 Regular Commission Meeting Minutes, June and July Invoices, and June and July Contracts Awarded. **Motion Passed.**

5. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet. John Burns stated that the requested Ice Plant dashboard has been included in the management financial reporting.

6. **ACTION ITEMS/REPORTS**

A. **Coal Bank Slough Bridge Replacement Contract**

Under previous Commission authorization, Port staff solicited proposals for the Coos Bay Rail Line Coal Bank Slough Bridge Replacement Project. The project will remove and replace the Coal Bank Slough Rail Bridge as part of the CBRL Bridge Rehabilitation Project. The project will be funded by state (ODOT) and federal grants (BUILD).

An Invitation to Bid (ITB) for the Coos Bay Rail Line Coal Bank Slough Bridge Replacement Project was solicited on July 13, 2021, with bids due by August 12, 2021. Two bids were received by the published deadline. Both bid packages were opened August 12, 2021 and full bid prices were read aloud. The initial bid results are listed in the table below:

Firm Name	Total Price
Legacy Contracting	\$5,184,340.00
Partney Construction	\$5,897,879.00

Both proposals are being reviewed for responsiveness to the ITB. A copy of the proposals was available for Commission review.

Legacy Contracting is a State of Oregon, full-service construction contractor. The proposed price includes complete removal of the existing bridge and construction of a new bridge with precast concrete trusses, supported by reinforced steel pilings and concrete caps.

Port procurement rule 4.5 states the Port Commission, acting in its role as the Local Contract Review Board, may award a contract for services by competitive sealed bids. Port staff requests the Commission authorize execution of a contract with Legacy Contracting for the Coos Bay Rail Line Coal Bank Slough Bridge Replacement Project for the total price of \$5,184,340.00 pending final review.

Upon a motion by Commissioner Hanson (second by Commissioner Garcia), the Board of Commissioners motioned to authorize Chief Executive Officer John Burns to negotiate and execute a contract with Legacy Contracting for the Coos Bay Rail Line Coal Bank Slough Bridge Replacement Project in the amount of \$5,184,340.00. **Motion Passed.**

B. **Sea Basket Restaurant Lease Assignment**

Port staff were approached by Russell and Teresa Bryson, Dba Sea Basket Restaurant who lease commercial Port owned property in the Charleston Marina Complex. Russell and Teresa Bryson are selling their business to Charlie and Catherine Staton who will maintain the facility as a restaurant and continue with the business name Sea Basket Restaurant. Port staff conducted a credit check and reviewed the business plan presented by Charlie and Catherine Staton and found both to be satisfactory.

The existing lease agreement for the Sea Basket Restaurant has a term that extends through August 1, 2023, with an additional five-year renewal option.

Upon a motion by Commissioner Stevens (second by Commissioner Hanson), the Board of Commissioners motioned to approve Oregon International Port of Coos Bay entering into a lease agreement with Charlie and Catherine Staton, Dba Sea Basket Restaurant. **Motion Passed.**

C. Hub Building Loan and Loan Consolidation

Port of Coos Bay staff have applied for loans to finance the purchase of the Hub Building and to refinance existing debt in an effort to reduce debt service.

After reaching out to multiple financial institutions, and with the assistance of David Ulbricht from SDAO Advisory Services, the Port of Coos Bay is now working with The Commerce Bank of Oregon, a division of Zions Bancorporation, N.A., to assist with this lending commitment.

The Commerce Bank is currently preparing the loan documents to finance \$2.85 million for the Hub Building and to refinance \$7.57 million of existing debt at approximately 2.1%.

Commissioner Garcia asked whether the amortization period would be extended with the refinancing of existing debt. Megan Richardson stated it would be reduced. Currently, the loans extend to the 2044/45 Fiscal Year, and with refinance that would be reduced to 2041. Preliminary estimates indicate an overall reduction of \$1.4 million.

Commissioner Hanson asked about the overall status of debt service, the potential for leasing out office space in the building, and where the funding is coming from. Ms. Richardson stated the debt service is already budgeted and refinancing would reduce this amount. The building has leased space that will cover some of the increased cost, so the note payment will be offset some by the increased revenue. The building loan will be in two parts, with a taxable portion for tenant occupied space and a non-taxable portion for Port occupied space.

Commissioner Farm asked whether the debt being consolidated is part of the match funds for grants. Ms. Richardson stated the loans being refinanced are for the B-Dock replacement, the Charleston stormwater system, travel lift, rail acquisition, and rail tunnel rehab (ConnectOregon V match funds).

Upon a motion by Commissioner Stevens (second by Commissioner Garcia), the Board of Commissioners motioned to authorize Chief Executive Officer John Burns to negotiate and execute a loan agreement for the purchase of the HUB Building and to refinance existing debt in an effort to reduce debt service. Commissioner Hanson stated she is “opposed for now” and would like additional information; Vice President Farm stated this would be considered an abstention. **Motion Passed.**

7. OTHER

8. COMMISSION COMMENTS

9. NEXT MEETING DATE – Tuesday, September 21, 2021, 3:00 p.m.

10. ADJOURN

President Kronsteiner adjourned the meeting at 3:22 p.m. and entered into Executive Session to:

- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
- (h) consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; and
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.



M E M O R A N D U M

To: John Burns, Chief Executive Officer
From: Mary Green, Accounting Clerk
Date: September 13, 2021
Subject: Invoices Paid for Commission Approval through August 2021

A/P checks issued per NetSuite financial system	154,310.37
Payroll disbursement per Umpqua Bank statement	131,749.41
Misc electronic disbursements per Umpqua Bank statement	78,477.21
Total Disbursements	<u>\$ 364,536.99</u>



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Megan Richardson, Accounting Manager

DATE: September 13, 2021

SUBJECT: August 2021 Contracts Awarded

The following are bids that were awarded, and contracts authorized and signed by the Chief Executive Officer during the month of August. 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
Stantec	Task Order 44 – On Call Engineering FY21-22	\$50,000.00
Koppers	Change Order 2: Re-enforcement of Trusses on Span 6 & 7	\$46,947.00
Greg Matuzak	MARAD Build Grant Environmental Support	\$8,000.00
Total Contracts Awarded for this period:		\$104,947.00

Management Reports



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
 FROM: Lanelle Comstock, Chief Administrative Officer
 DATE: September 13, 2021
 SUBJECT: Administrative Services Management Report

Upcoming Scheduled Meetings and Events:

- September Regular Commission Meeting: Tuesday, September 21, 3:00 pm
- Charleston Marina Ice Plant Ribbon Cutting: CANCELED

Regularly Scheduled Port Commission Meetings:

Due to a scheduling conflict amongst our Board members, the Regularly Scheduled Port Commission Meetings will be changed from the third Tuesday of the month. Port Administrative Assistant Krystal Moffett has reached out to all Commissioners to determine a better day and time for the regularly scheduled meeting and is awaiting a final conclusion. This change in day and time will begin with the October meeting.

Purchase of HUB Building:

I will be presenting a “Port Project Update: Purchase of HUB Building” at the September Commission Meeting.

Railroad Agreements:

All railroad crossings, utility crossings of the railroad, easements to railroad property, railroad right of entry, advertising along the rail corridor, land leases, rail sidings, and rail spurs, require an agreement with Coos Bay Rail Line, Inc., and typically requires an annual fee. These agreements, billings and collections were previously managed by a third party company before being brought in house. To ensure all revenues are being collected, Port Administrative Assistant Krystal Moffett is spending much time and working with multiple departments to organize the electronic and hard copies of all agreements and ensuring each railroad access has an active agreement.

Open Insurance Claims:

The Port of Coos Bay currently has the following insurance claims open with Special District Insurance Services:

Claim	Date of Incident	Claim Amount
Ice Plant Fire	December 20, 2019	Undetermined
CBRL Hi-Rail Suburban & Hi-Rail F450 Accident	April 5, 2021	\$49,577.06
F-Dock Gangway Allision by F/V James Lee	September 2, 2021	TBD

Ice Plant Insurance Claim:

The Port's legal counsel, Port Staff and SDIS, with the assistance of external vendors, continue to review the claim to determine where additional reimbursement may be due.

Recruitment - CBRL Track Laborer:

Coos Bay Rail Line, Inc. is hiring Track Laborers to perform track maintenance and repairs to ensure safe and efficient movement of trains along the Rail Line. Essential job functions include, but are not limited to, observing the condition of tracks, track beds, and track right-of-way for problems or defects, removing and replacing rail and other track parts as needed, maintaining track and roadbeds, and operating heavy machinery and hand tools. More information is available at <https://www.portofcoosbay.com/cbrlcareers>



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Director of Finance
DATE: September 13, 2021
SUBJECT: Accounting & Finance Management Report

We hereby present July and July Year-to-Date (1 month) financial results for the Port.

Operating Revenue:

Total operating revenues were \$346K which was \$49K less than budget. All departments reported revenues that fell short of budget this period except External Affairs. Administration has budgeted to receive lease revenue once the purchase of the Hub building is complete, but the budget allocation was put together before the timing of the purchase was known. Charleston Ops has lower than projected moorage and ice sales. Port Ops leases underperformed due to the CPI being lower than what was anticipated.

Rail Ops is expecting an increase to revenue, but the timing was unknown when the budget allocation was put together. They moved 503 cars this month.

Operating Expense:

Operating expenses totaled \$236K, which was \$178K less than budget. All departments remained within budget this period and kept spending below what they had earned.

Operating Result:

The Port ended July with a \$110K gain against a planned deficit of \$19K, which is better than plan by \$129K. All departments performed better than plan except for Rail Ops.

Other Income & Expense:

Total other revenues totaled \$39K, which is greater than budget by \$10K. Property taxes and interest performed better than plan this month. Other expenses totaled \$8K this period, which was \$174K less than plan. The underspending of other expenses is related to the timing of Capital Outlays and Debt Service payments related to the Admin building purchase.

Net Result & Year to Date:

July net result amounted to a net gain of \$141K compared to a budgeted net loss of \$172K resulting in a \$314K positive variance. This variance underscores the importance of achieving a strong topline, in addition to managing operating expenses well.

Other comments:

The total cash balances in all bank accounts at August month end were \$5,808,417.62 which is an increase of \$412K from July, with interest earnings of \$2,033.09. 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 remained at 0.55% pa. This is a decrease of 0.05% from July.

The Finance team will be focused on finishing preparations for audit fieldwork which is scheduled for September 27 through October 1. Field work for the audit is being performed earlier than last year to facilitate a timely audit. In addition, we have had a full finance team leading up to audit this year, which has made this year run much smoother already.

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



		Current Period				Same Month Last Year			Year to Date				Year End					
		Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Jul 2021 - Jun 2022					
		Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
1	Operating Income																	
2	Administration	1,371	16,721	(15,350)	(92%)	1,360	11	1%	1,371	16,721	(15,350)	(92%)	1,360	11	1%	185,297	200,647	(8%)
3	External Affairs	58	33	25	74%	47	11	23%	58	33	25	74%	47	11	23%	425	400	6%
5	Port Operations	18,109	18,303	(195)	(1%)	16,895	1,214	7%	18,109	18,303	(195)	(1%)	16,895	1,214	7%	219,445	219,640	(0%)
6	Railroad Operations	86,498	109,745	(23,247)	(21%)	83,075	3,423	4%	86,498	109,745	(23,247)	(21%)	83,075	3,423	4%	1,920,735	1,943,982	(1%)
8	Charleston Operations																	
9	Building & Dock Leases	25,427	24,442	986	4%	17,014	8,414	49%	25,427	24,442	986	4%	17,014	8,414	49%	294,286	293,300	0%
11	Marina	75,357	83,374	(8,016)	(10%)	79,937	(4,579)	(6%)	75,357	83,374	(8,016)	(10%)	79,937	(4,579)	(6%)	1,008,312	1,016,328	(1%)
12	Shipyard	21,361	21,094	267	1%	21,025	336	2%	21,361	21,094	267	1%	21,025	336	2%	253,392	253,125	0%
13	RV Park	67,260	55,663	11,597	21%	51,741	15,519	30%	67,260	55,663	11,597	21%	51,741	15,519	30%	347,997	336,400	3%
14	Ice Plant	42,640	63,794	(21,155)	(33%)	0	42,640	-	42,640	63,794	(21,155)	(33%)	0	42,640	-	278,845	300,000	(7%)
16	Travel Lift	6,640	3,913	2,727	70%	5,275	1,366	26%	6,640	3,913	2,727	70%	5,275	1,366	26%	62,727	60,000	5%
17	Other	1,721	(1,483)	3,205	(216%)	1,836	(115)	(6%)	1,721	(1,483)	3,205	(216%)	1,836	(115)	(6%)	(14,595)	(17,800)	(18%)
18	Total Charleston Operations	240,406	250,796	(10,389)	(4%)	176,826	63,580	36%	240,406	250,796	(10,389)	(4%)	176,826	63,580	36%	2,230,964	2,241,353	(0%)
19	Total Operating Income	346,441	395,598	(49,157)	(12%)	278,203	68,238	25%	346,441	395,598	(49,157)	(12%)	278,203	68,238	25%	4,556,866	4,606,022	(1%)
21	Operating Expenses																	
22	Administration	76,109	151,155	75,046	50%	84,979	8,870	10%	76,109	151,155	75,046	50%	84,979	8,870	10%	1,813,601	1,888,647	4%
23	External Affairs	17,134	24,502	7,368	30%	17,557	423	2%	17,134	24,502	7,368	30%	17,557	423	(2%)	296,564	303,932	(2%)
24	Port Development	0	0	0	-	18,284	18,284	100%	0	0	0	-	18,284	18,284	(100%)	0	0	-
25	Port Operations	33,358	80,812	47,454	59%	8,397	(24,960)	(297%)	33,358	80,812	47,454	59%	8,397	(24,960)	297%	972,165	1,019,619	(5%)
26	Railroad Operations	4,862	9,758	4,897	50%	3,357	(1,505)	(45%)	4,862	9,758	4,897	50%	3,357	(1,505)	45%	112,203	117,100	(4%)
28	Charleston Operations	104,932	148,361	43,429	29%	109,523	4,591	4%	104,932	148,361	43,429	29%	109,523	4,591	(4%)	1,788,604	1,832,033	(2%)
29	Total Expenses	236,394	414,588	178,193	43%	242,097	5,703	2%	236,394	414,588	178,193	43%	242,097	5,703	2%	4,983,138	5,161,331	3%
31	Operating Results																	
32	Administration	(74,738)	(134,434)	59,696	(44%)	(83,619)	8,881	(11%)	(74,738)	(134,434)	59,696	(44%)	(83,619)	8,881	(11%)	(1,628,304)	(1,688,000)	(4%)
33	External Affairs	(17,076)	(24,469)	7,393	(30%)	(17,510)	434	(2%)	(17,076)	(24,469)	7,393	(30%)	(17,510)	434	(2%)	(296,139)	(303,532)	(2%)
34	Port Development	0	0	0	-	(18,284)	18,284	(100%)	0	0	0	-	(18,284)	18,284	(100%)	0	0	-
35	Port Operations	(15,249)	(62,508)	47,259	(76%)	8,497	(23,746)	(279%)	(15,249)	(62,508)	47,259	(76%)	8,497	(23,746)	(279%)	(752,720)	(799,979)	(6%)
36	Railroad Operations	81,636	99,987	(18,351)	(18%)	79,718	1,918	2%	81,636	99,987	(18,351)	(18%)	79,718	1,918	2%	1,808,531	1,826,882	(1%)
38	Charleston Operations	135,474	102,435	33,039	32%	67,304	68,171	101%	135,474	102,435	33,039	32%	67,304	68,171	101%	442,359	409,320	8%
39	Totals Operating Results	110,047	(18,990)	129,037	(680%)	36,106	73,941	205%	110,047	(18,990)	129,037	(680%)	36,106	73,941	205%	(426,272)	(555,309)	(23%)
41	Tax Collected	29,084	20,216	8,868	44%	27,362	1,722	6%	29,084	20,216	8,868	44%	27,362	1,722	6%	2,750,428	2,741,560	0%
42	Financial Income	9,355	7,874	1,481	19%	8,900	455	5%	9,355	7,874	1,481	19%	8,900	455	5%	99,968	98,487	2%
43	Grant Income	0	750	(750)	(100%)	790	(790)	(100%)	0	750	(750)	(100%)	790	(790)	(100%)	7,425	8,175	(9%)
45	Other Income	768	0	768	-	0	768	1536620%	768	0	768	-	0	768	1536620%	768	0	-
46	Total Other Income	39,207	28,840	10,368	36%	37,052	2,155	6%	39,207	28,840	10,368	36%	37,052	2,155	6%	2,858,590	2,848,222	0%
48	Financial Expenses & Taxes	2,921	3,375	454	(13%)	2,553	(367)	14%	2,921	3,375	454	(13%)	2,553	(367)	14%	50,046	50,500	1%
49	Debt Service	5,122	81,866	76,744	(94%)	8,982	3,860	(43%)	5,122	81,866	76,744	(94%)	8,982	3,860	(43%)	1,257,196	1,333,940	6%
50	Capital Outlays	0	96,917	96,917	(100%)	45,048	45,048	(100%)	0	96,917	96,917	(100%)	45,048	45,048	(100%)	1,066,083	1,163,000	8%
52	Total Other Expenses	8,043	182,158	174,115	(96%)	56,584	48,541	(86%)	8,043	182,158	174,115	(96%)	56,584	48,541	(86%)	2,373,325	2,547,440	(7%)
54	Net Result	141,211	(172,308)	313,520	182%	16,574	124,637	752%	141,211	(172,308)	313,520	182%	16,574	124,637	(752%)	58,993	(254,527)	123%

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

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	371	15,721	(15,350)	-98%	360	11	3%	371	15,721	(15,350)	-98%	360	11	3%	173,297	188,647	-8%
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	1,000	1,000	0	0%	1,000	0	0%	12,000	12,000	0%
Total Operating Income	1,371	16,721	(15,350)	-92%	1,360	11	1%	1,371	16,721	(15,350)	-92%	1,360	11	1%	185,297	200,647	-8%
Expenses																	
Personnel Services																	
5005 Salaries	31,158	52,849	21,691	41%	32,139	981	3%	31,158	52,849	21,691	41%	32,139	981	3%	665,551	687,242	3%
5010 Other compensation	0	1,128	1,128	100%	0	0	-	0	1,128	1,128	100%	0	0	-	13,536	14,664	8%
5050 Merit Pool	0	1,538	1,538	100%	0	0	-	0	1,538	1,538	100%	0	0	-	18,462	20,000	8%
Total Compensation	31,158	55,515	24,357	44%	32,139	981	3%	31,158	55,515	24,357	44%	32,139	981	3%	697,549	721,906	3%
5100 Federal Payroll taxes	2,359	3,820	1,462	38%	2,292	(66)	-3%	2,359	3,820	1,462	38%	2,292	(66)	-3%	48,215	49,677	3%
5105 State Payroll taxes	7	0	(7)	-	7	0	2%	7	0	(7)	-	7	0	2%	7	0	-
5110 Unemployment Insurance	295	749	454	61%	231	(64)	-28%	295	749	454	61%	231	(64)	-28%	9,286	9,740	5%
5115 Workers compensation	256	185	(70)	-38%	104	(151)	-145%	256	185	(70)	-38%	104	(151)	-145%	2,481	2,411	-3%
Total Payroll Taxes	2,916	4,755	1,839	39%	2,634	(282)	-11%	2,916	4,755	1,839	39%	2,634	(282)	-11%	59,989	61,828	3%
5200 Medical insurance	6,834	7,750	916	12%	7,684	850	11%	6,834	7,750	916	12%	7,684	850	11%	92,086	93,002	1%
5205 Dental insurance	882	869	(13)	-2%	922	40	4%	882	869	(13)	-2%	922	40	4%	10,439	10,426	0%
5215 Term life insurance	82	100	18	18%	386	304	79%	82	100	18	18%	386	304	79%	1,182	1,200	2%
5220 Long Term Disability insurance	266	360	93	26%	0	(266)	-	266	360	93	26%	0	(266)	-	4,221	4,314	2%
5225 PERS Employer Contributions	6,215	11,223	5,009	45%	8,213	1,998	24%	6,215	11,223	5,009	45%	8,213	1,998	24%	140,937	145,946	3%
5230 PERS Employee Contributions	1,661	3,132	1,471	47%	2,581	920	36%	1,661	3,132	1,471	47%	2,581	920	36%	39,255	40,726	4%
5295 Allocations	0	(126)	(126)	100%	0	0	-	0	(126)	(126)	100%	0	0	-	(1,516)	(1,642)	8%
Total Insured Benefits	15,940	23,307	7,367	32%	19,786	3,846	19%	15,940	23,307	7,367	32%	19,786	3,846	19%	286,605	293,972	3%
Total Personnel Services	50,014	83,576	33,563	40%	54,559	4,545	8%	50,014	83,576	33,563	40%	54,559	4,545	8%	1,044,143	1,077,706	3%
Goods & Services																	
6005 Seminars & training	695	826	131	16%	0	(695)	-	695	826	131	16%	0	(695)	-	9,779	9,910	1%
Total Staff Training	695	826	131	16%	0	(695)	-	695	826	131	16%	0	(695)	-	9,779	9,910	1%
6020 Travel - airfare	0	42	42	100%	0	0	-	0	42	42	100%	0	0	-	458	500	8%
6025 Travel - lodging & transportation	0	167	167	100%	0	0	-	0	167	167	100%	0	0	-	1,833	2,000	8%
6030 Travel - Per Diem & mileage reimbursement	0	125	125	100%	0	0	-	0	125	125	100%	0	0	-	1,375	1,500	8%
6035 Meals & Entertainment	0	233	233	100%	0	0	-	0	233	233	100%	0	0	-	2,567	2,800	8%
Total Travel & Entertainment	0	567	567	100%	0	0	-	0	567	567	100%	0	0	-	6,233	6,800	8%
6050 Office supplies	536	750	214	29%	555	19	3%	536	750	214	29%	555	19	3%	8,786	9,000	2%
6055 Kitchen supplies	223	295	72	25%	183	(39)	-21%	223	295	72	25%	183	(39)	-21%	3,468	3,540	2%
6060 IT supplies	0	583	583	100%	23	23	100%	0	583	583	100%	23	23	100%	6,417	7,000	8%
6070 Postage & courier services	0	333	333	100%	400	400	100%	0	333	333	100%	400	400	100%	3,667	4,000	8%
6080 Office lease	8,046	0	(8,046)	-	7,927	(119)	-2%	8,046	0	(8,046)	-	7,927	(119)	-2%	8,046	0	-
6085 Office equipment lease	0	178	178	100%	0	0	-	0	178	178	100%	0	0	-	1,962	2,140	8%

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

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6087 Office equipment repairs & maintenance	227	375	148	39%	177	(50)	-28%	227	375	148	39%	177	(50)	-28%	4,352	4,500	3%
6090 IT SW subscriptions & licenses	9,647	11,165	1,518	14%	9,127	(520)	-6%	9,647	11,165	1,518	14%	9,127	(520)	-6%	132,462	133,980	1%
6095 Commission expenses	38	125	87	70%	0	(38)	-	38	125	87	70%	0	(38)	-	1,413	1,500	6%
Total Office Expense	18,717	13,805	(4,912)	-36%	18,392	(325)	-2%	18,717	13,805	(4,912)	-36%	18,392	(325)	-2%	170,572	165,660	-3%
6100 Telephone - landline	448	490	42	9%	430	(18)	-4%	448	490	42	9%	430	(18)	-4%	5,838	5,880	1%
6105 Telephone - mobile	365	555	190	34%	432	67	16%	365	555	190	34%	432	67	16%	6,470	6,660	3%
6110 Internet services	604	618	15	2%	604	0	0%	604	618	15	2%	604	0	0%	7,405	7,420	0%
6115 Cable TV	0	0	0	-	50	50	100%	0	0	0	-	50	50	100%	0	0	-
6130 Electricity	392	0	(392)	-	531	139	26%	392	0	(392)	-	531	139	26%	392	0	-
6140 Garbage/Sanitation Collection	0	267	267	100%	0	0	-	0	267	267	100%	0	0	-	2,933	3,200	8%
Total Utilities	1,808	1,930	122	6%	2,046	238	12%	1,808	1,930	122	6%	2,046	238	12%	23,038	23,160	1%
6205 Janitorial services	484	1,250	767	61%	484	0	0%	484	1,250	767	61%	484	0	0%	14,234	15,000	5%
6215 Payroll services	215	792	576	73%	243	28	12%	215	792	576	73%	243	28	12%	8,924	9,500	6%
6245 Legal advertising	0	167	167	100%	0	0	-	0	167	167	100%	0	0	-	1,833	2,000	8%
6250 Legal services	1,760	12,500	10,740	86%	0	(1,760)	-	1,760	12,500	10,740	86%	0	(1,760)	-	139,260	150,000	7%
6255 Auditing	0	4,833	4,833	100%	7,500	7,500	100%	0	4,833	4,833	100%	7,500	7,500	100%	53,167	58,000	8%
6260 Consulting services	0	92	92	100%	0	0	-	0	92	92	100%	0	0	-	1,008	1,100	8%
6265 Recruiting services	0	208	208	100%	0	0	-	0	208	208	100%	0	0	-	2,292	2,500	8%
6290 Commercial insurance	1,855	2,453	598	24%	1,755	(100)	-6%	1,855	2,453	598	24%	1,755	(100)	-6%	28,838	29,436	2%
Total Professional Services	4,314	22,295	17,980	81%	9,982	5,668	57%	4,314	22,295	17,980	81%	9,982	5,668	57%	249,556	267,536	7%
6350 Employee sponsorships	341	0	(341)	-	0	(341)	-	341	0	(341)	-	0	(341)	-	341	0	-
6351 Awards & Recognitions	219	283	64	23%	0	(219)	-	219	283	64	23%	0	(219)	-	3,336	3,400	2%
Total Marketing Expense	560	283	(277)	-98%	0	(560)	-	560	283	(277)	-98%	0	(560)	-	3,677	3,400	-8%
6415 Clothing	0	35	35	100%	0	0	-	0	35	35	100%	0	0	-	390	425	8%
6420 Janitorial supplies	0	208	208	100%	0	0	-	0	208	208	100%	0	0	-	2,292	2,500	8%
6450 Fuel - Gas	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
Total Operational Expense	0	327	327	100%	0	0	-	0	327	327	100%	0	0	-	3,598	3,925	8%
6505 Repairs & maintenance vehicles	0	27	27	100%	0	0	-	0	27	27	100%	0	0	-	298	325	8%
6510 Repairs & maintenance buildings	0	3,333	3,333	100%	0	0	-	0	3,333	3,333	100%	0	0	-	36,667	40,000	8%
Total Repair and Maintenance	0	3,377	3,377	100%	0	0	-	0	3,377	3,377	100%	0	0	-	37,148	40,525	8%
6599 Budget Contingency	0	24,169	24,169	100%	0	0	-	0	24,169	24,169	100%	0	0	-	265,856	290,025	8%
Total Goods & Services	26,095	67,578	41,484	61%	30,420	4,326	14%	26,095	67,578	41,484	61%	30,420	4,326	14%	769,457	810,941	5%
Total Expenses	76,109	151,155	75,046	50%	84,979	8,870	10%	76,109	151,155	75,046	50%	84,979	8,870	10%	1,813,601	1,888,647	4%
Operating Results	(74,738)	(134,434)	59,696	-44%	(83,619)	8,881	-11%	(74,738)	(134,434)	59,696	-44%	(83,619)	8,881	-11%	(1,628,304)	(1,688,000.00)	-4%
Other Income & Expenses																	
Other Income																	
4405 Property Taxes - Current Year	19,263	19,716	(452)	-2%	18,318	945	5%	19,263	19,716	(452)	-2%	18,318	945	5%	1,971,108	1,971,560	0%
4410 Property Taxes - Prior Years	9,793	500	9,293	1859%	9,025	768	9%	9,793	500	9,293	1859%	9,025	768	9%	59,293	50,000	19%

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

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
4505 Interest - Bank	1,981	500	1,481	296%	1,526	455	30%	1,981	500	1,481	296%	1,526	455	30%	11,481	10,000	15%
4506 Interest - Southport Note	1,895	1,895	0	0%	2,057	(162)	-8%	1,895	1,895	0	0%	2,057	(162)	-8%	21,834	21,834	0%
4515 Principal Repayment - Southport Note	5,478	5,478	0	0%	5,317	162	3%	5,478	5,478	0	0%	5,317	162	3%	66,653	66,653	0%
4695 Grants Received - Other	0	0	0	-	790	(790)	-100%	0	0	0	-	790	(790)	-100%	0	0	-
4905 Other	1	0	1	-	0	1	1900%	1	0	1	-	0	1	1900%	1	0	-
4915 Insurance Reimbursement	767	0	767	-	0	767	-	767	0	767	-	0	767	-	767	0	-
Total Other Income	39,179	28,090	11,090	39%	37,034	2,145	6%	39,179	28,090	11,090	39%	37,034	2,145	6%	2,131,137	2,120,047	1%
Other Expenses																	
Taxes & Misc Expenses																	
6740 Merchant fees	2,903	2,500	(403)	-16%	2,553	(350)	-14%	2,903	2,500	(403)	-16%	2,553	(350)	-14%	30,403	30,000	-1%
6745 Banking fees	17	42	24	58%	0	(17)	-	17	42	24	58%	0	(17)	-	476	500	5%
Total Taxes & Misc Expenses	2,921	2,542	(379)	-15%	2,553	(367)	-14%	2,921	2,542	(379)	-15%	2,553	(367)	-14%	30,879	30,500	-1%
Debt Services																	
7005 Principal repayment	0	13,000	13,000	100%	0	0	-	0	13,000	13,000	100%	0	0	-	143,000	156,000	8%
7020 Principal repayment - Vehicles	527	539	12	2%	803	276	34%	527	539	12	2%	803	276	34%	6,459	6,471	0%
7025 Interest payment - Vehicles	97	85	(12)	-14%	174	77	44%	97	85	(12)	-14%	174	77	44%	1,033	1,021	-1%
Total Debt Services	624	13,624	13,000	95%	977	353	36%	624	13,624	13,000	95%	977	353	36%	150,492	163,492	8%
Total Other Expenses	3,545	16,166	12,621	78%	3,531	(14)	0%	3,545	16,166	12,621	78%	3,531	(14)	0%	181,371	193,992	7%
Net Other Income	35,634	11,924	23,711	199%	33,504	2,131	6%	35,634	11,924	23,711	199%	33,504	2,131	6%	1,949,766	1,926,055	1%
Net Result	(39,104)	(122,511)	83,407	-68%	(50,116)	11,012	-22%	(39,104)	(122,511)	83,407	-68%	(50,116)	11,012	-22%	321,462	238,055	35%

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

amounts in \$US dollars

Fund: General Fund Department: External Affairs Location: All Budget: Adopted



External Affairs	Current Period				Same Month Last Year			Year to Date						Year End				
	Jul 2021		\$ Diff	% Diff	Jul 2020		% Diff	Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD			Jul 2021 - Jun 2022			
	Actual	Budget			Actual	\$ Diff		Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff	
Operating Income																		
4180 Merchandise	58	0	58	-	22	36	164%	58	0	58	-	22	36	164%	58	0	-	
4290 Other	0	33	(33)	-100%	25	(25)	-100%	0	33	(33)	-100%	25	(25)	-100%	367	400	-8%	
Total Operating Income	58	33	25	74%	47	11	23%	58	33	25	74%	47	11	23%	425	400	6%	
Expenses																		
Personnel Services																		
5005 Salaries	4,289	7,082	2,793	39%	4,249	(40)	-1%	4,289	7,082	2,793	39%	4,249	(40)	-1%	89,304	92,097	3%	
5010 Other compensation	0	191	191	100%	0	0	-	0	191	191	100%	0	0	-	2,289	2,480	8%	
Total Compensation	4,289	7,273	2,984	41%	4,249	(40)	-1%	4,289	7,273	2,984	41%	4,249	(40)	-1%	91,593	94,577	3%	
5100 Federal Payroll taxes	326	556	231	41%	323	(3)	-1%	326	556	231	41%	323	(3)	-1%	7,004	7,235	3%	
5105 State Payroll taxes	1	0	(1)	-	1	0	12%	1	0	(1)	-	1	0	12%	1	0	-	
5110 Unemployment Insurance	0	94	94	100%	4	4	100%	0	94	94	100%	4	4	100%	1,132	1,226	8%	
5115 Workers compensation	37	30	(6)	-21%	26	(10)	-39%	37	30	(6)	-21%	26	(10)	-39%	398	392	-2%	
Total Payroll Taxes	363	681	318	47%	354	(9)	-3%	363	681	318	47%	354	(9)	-3%	8,535	8,853	4%	
5200 Medical insurance	1,090	1,208	119	10%	1,133	43	4%	1,090	1,208	119	10%	1,133	43	4%	14,383	14,502	1%	
5205 Dental insurance	108	108	0	0%	105	(3)	-3%	108	108	0	0%	105	(3)	-3%	1,291	1,291	0%	
5215 Term life insurance	12	13	1	6%	53	41	78%	12	13	1	6%	53	41	78%	149	150	1%	
5220 Long Term Disability insurance	41	47	5	11%	0	(41)	-	41	47	5	11%	0	(41)	-	557	562	1%	
5225 PERS Employee Contributions	956	1,490	534	36%	1,254	299	24%	956	1,490	534	36%	1,254	299	24%	18,843	19,377	3%	
5230 PERS Employer Contributions	257	425	168	39%	394	137	35%	257	425	168	39%	394	137	35%	5,358	5,526	3%	
Total Insured Benefits	2,464	3,290	827	25%	2,939	475	16%	2,464	3,290	827	25%	2,939	475	16%	40,581	41,408	2%	
Total Personnel Services	7,116	11,244	4,128	37%	7,542	426	6%	7,116	11,244	4,128	37%	7,542	426	6%	140,710	144,838	3%	
Goods & Services																		
6020 Travel - airfare	0	42	42	100%	0	0	-	0	42	42	100%	0	0	-	458	500	8%	
6025 Travel - lodging & transportation	0	154	154	100%	0	0	-	0	154	154	100%	0	0	-	1,696	1,850	8%	
6030 Travel - Per Diem & mileage reimbursement	0	103	103	100%	0	0	-	0	103	103	100%	0	0	-	1,131	1,234	8%	
6035 Meals & Entertainment	0	73	73	100%	0	0	-	0	73	73	100%	0	0	-	802	875	8%	
Total Travel & Entertainment	0	372	372	100%	0	0	-	0	372	372	100%	0	0	-	4,087	4,459	8%	
6050 Office supplies	67	42	(25)	-60%	13	(54)	-422%	67	42	(25)	-60%	13	(54)	-422%	525	500	-5%	
6075 Memberships & dues	2,407	2,392	(15)	-1%	2,415	8	0%	2,407	2,392	(15)	-1%	2,415	8	0%	28,715	28,700	0%	
Total Office Expense	2,474	2,433	(40)	-2%	2,428	(46)	-2%	2,474	2,433	(40)	-2%	2,428	(46)	-2%	29,240	29,200	0%	
6270 Contracted Services	0	0	0	-	32	32	100%	0	0	0	-	32	32	100%	0	0	-	
Total Professional Services	16	1,062	1,046	98%	32	16	50%	16	1,062	1,046	98%	32	16	50%	11,694	12,740	8%	

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

amounts in \$US dollars

Fund: General Fund

Department: External Affairs

Location: All

Budget: Adopted



External Affairs	Current Period				Same Month Last Year			Year to Date						Year End			
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD		Jul 2021 - Jun 2022			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6310 Marketing supplies	0	396	396	100%	0	0	-	0	396	396	100%	0	0	-	4,354	4,750	8%
6315 Advertising	48	1,375	1,327	97%	818	770	94%	48	1,375	1,327	97%	818	770	94%	15,168	16,495	8%
6320 Cargo recruitment & development	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6340 Legislative support	7,480	7,167	(313)	-4%	6,738	(743)	-11%	7,480	7,167	(313)	-4%	6,738	(743)	-11%	86,313	86,000	0%
6345 Community affairs	0	454	454	100%	0	0	-	0	454	454	100%	0	0	-	4,996	5,450	8%
Total Marketing Expense	7,528	9,391	1,863	20%	7,555	27	0%	7,528	9,391	1,863	20%	7,555	27	0%	110,832	112,695	2%
Total Goods & Services	10,018	13,258	3,240	24%	10,015	(3)	0%	10,018	13,258	3,240	24%	10,015	(3)	0%	155,854	159,094	2%
Total Expenses	17,134	24,502	7,368	30%	17,557	423	2%	17,134	24,502	7,368	30%	17,557	423	2%	296,564	303,932	2%
Operating Results	(17,076)	(24,469)	7,393	-30%	(17,510)	434	-2%	(17,076)	(24,469)	7,393	-30%	(17,510)	434	-2%	(296,139)	(303,532)	-2%
Other Income & Expenses																	
Other Income																	
Net Result	(17,076)	(24,469)	7,393	-30%	(17,510)	434	-2%	(17,076)	(24,469)	7,393	-30%	(17,510)	434	-2%	(296,139)	(303,532)	-2%

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

amounts in \$US dollars

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



Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021		\$ Diff	% Diff	Jul 2020		Jul 2021 - Jul 2021				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	10,328	10,328	(0)	0%	9,246	1,083	12%	10,328	10,328	(0)	0%	9,246	1,083	12%	123,940	123,940	0%
4010 Property Agreements	7,780	7,975	(195)	-2%	7,649	131	2%	7,780	7,975	(195)	-2%	7,649	131	2%	95,505	95,700	0%
Total Operating Income	18,109	18,303	(195)	-1%	16,895	1,214	7%	18,109	18,303	(195)	-1%	16,895	1,214	7%	219,445	219,640	0%
Expenses																	
Personnel Services																	
5005 Salaries	17,204	38,739	21,536	56%	4,961	(12,242)	-247%	17,204	38,739	21,536	56%	4,961	(12,242)	-247%	482,227	503,763	4%
5010 Other compensation	0	1,035	1,035	100%	0	0	-	0	1,035	1,035	100%	0	0	-	12,418	13,453	8%
5015 Overtime	0	155	155	100%	0	0	-	0	155	155	100%	0	0	-	1,866	2,021	8%
Total Compensation	17,204	39,929	22,726	57%	4,961	(12,242)	-247%	17,204	39,929	22,726	57%	4,961	(12,242)	-247%	496,512	519,237	4%
5100 Federal Payroll taxes	1,286	3,055	1,769	58%	380	(906)	-239%	1,286	3,055	1,769	58%	380	(906)	-239%	37,953	39,722	4%
5105 State Payroll taxes	5	0	(5)	-	1	(4)	-444%	5	0	(5)	-	1	(4)	-444%	5	0	-
5110 Unemployment Insurance	314	770	457	59%	0	(314)	-	314	770	457	59%	0	(314)	-	9,557	10,014	5%
5115 Workers compensation	37	1,391	1,354	97%	26	(10)	-39%	37	1,391	1,354	97%	26	(10)	-39%	16,734	18,088	7%
Total Payroll Taxes	1,641	5,216	3,575	69%	407	(1,234)	-303%	1,641	5,216	3,575	69%	407	(1,234)	-303%	64,249	67,824	5%
5200 Medical insurance	6,103	8,685	2,581	30%	0	(6,103)	-	6,103	8,685	2,581	30%	0	(6,103)	-	101,633	104,214	2%
5205 Dental insurance	515	670	156	23%	(5)	(519)	10432%	515	670	156	23%	(5)	(519)	10432%	7,885	8,041	2%
5215 Term life insurance	82	113	31	27%	60	(22)	-36%	82	113	31	27%	60	(22)	-36%	1,319	1,350	2%
5220 Long Term Disability insurance	179	257	78	30%	0	(179)	-	179	257	78	30%	0	(179)	-	3,007	3,085	3%
5225 PERS Employee Contributions	4,141	8,183	4,042	49%	1,465	(2,677)	-183%	4,141	8,183	4,042	49%	1,465	(2,677)	-183%	102,375	106,417	4%
5230 PERS Employer Contributions	1,115	2,334	1,219	52%	460	(655)	-142%	1,115	2,334	1,219	52%	460	(655)	-142%	29,128	30,347	4%
Total Insured Benefits	12,136	20,241	8,106	40%	1,980	(10,156)	-513%	12,136	20,241	8,106	40%	1,980	(10,156)	-513%	245,348	253,454	3%
Total Personnel Services	30,980	65,386	34,406	53%	7,348	(23,632)	-322%	30,980	65,386	34,406	53%	7,348	(23,632)	-322%	806,109	840,515	4%
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	167	167	100%	0	0	-	0	167	167	100%	0	0	-	1,833	2,000	8%
6030 Travel - Per Diem & mileage reimbursement	0	8	8	100%	0	0	-	0	8	8	100%	0	0	-	92	100	8%
6035 Meals & Entertainment	0	21	21	100%	0	0	-	0	21	21	100%	0	0	-	229	250	8%
Total Travel & Entertainment	0	279	279	100%	0	0	-	0	279	279	100%	0	0	-	3,071	3,350	8%
6130 Electricity	123	150	27	18%	126	3	2%	123	150	27	18%	126	3	2%	1,773	1,800	2%
6155 Environmental Remediation/Mitigation/Monitoring	0	208	208	100%	0	0	-	0	208	208	100%	0	0	-	2,292	2,500	8%
Total Utilities	123	358	235	66%	126	3	2%	123	358	235	66%	126	3	2%	4,065	4,300	5%

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

amounts in \$US dollars

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



Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6200 Temporary/Contract help	467	500	33	7%	0	(467)	-	467	500	33	7%	0	(467)	-	5,967	6,000	1%
6245 Legal advertising	0	125	125	100%	0	0	-	0	125	125	100%	0	0	-	1,375	1,500	8%
6260 Consulting services	0	10,583	10,583	100%	0	0	-	0	10,583	10,583	100%	0	0	-	116,417	127,000	8%
6290 Commercial insurance	901	838	(64)	-8%	798	(104)	-13%	901	838	(64)	-8%	798	(104)	-13%	10,118	10,054	-1%
Total Professional Services	1,368	12,046	10,678	89%	798	(571)	-72%	1,368	12,046	10,678	89%	798	(571)	-72%	133,876	144,554	7%
6400 Small equipment & tools	135	42	(93)	-224%	0	(135)	-	135	42	(93)	-224%	0	(135)	-	593	500	-19%
6405 Safety/hazardous materials	751	1,667	916	55%	0	(751)	-	751	1,667	916	55%	0	(751)	-	19,084	20,000	5%
6410 Signage	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
6415 Clothing	0	96	96	100%	0	0	-	0	96	96	100%	0	0	-	1,054	1,150	8%
6425 Operational supplies	0	63	63	100%	0	0	-	0	63	63	100%	0	0	-	688	750	8%
Total Operational Expense	886	1,950	1,064	55%	0	(886)	-	886	1,950	1,064	55%	0	(886)	-	22,336	23,400	5%
6515 Repairs & maintenance land improvements	0	208	208	100%	0	0	-	0	208	208	100%	0	0	-	2,292	2,500	8%
6520 Repairs & maintenance docks	0	0	0	-	126	126	100%	0	0	0	-	126	126	100%	0	0	-
6580 Permits	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
Total Repair and Maintenance	0	292	292	100%	126	126	100%	0	292	292	100%	126	126	100%	3,208	3,500	8%
Total Goods & Services	2,377	14,925	12,548	84%	1,049	(1,328)	-127%	2,377	14,925	12,548	84%	1,049	(1,328)	-127%	166,556	179,104	7%
Total Expenses	33,358	80,312	46,954	58%	8,397	(24,960)	-297%	33,358	80,312	46,954	58%	8,397	(24,960)	-297%	972,665	1,019,619	5%
Operating Results	(15,249)	(62,008)	46,759	-75%	8,497	(23,746)	-279%	(15,249)	(62,008)	46,759	-75%	8,497	(23,746)	-279%	(753,220)	(799,979)	-6%
Taxes & Misc Expenses																	
6745 Banking fees	0	833	833	100%	0	0	-	0	833	833	100%	0	0	-	9,167	10,000	8%
Total Taxes & Misc Expenses	0	833	833	100%	0	0	-	0	833	833	100%	0	0	-	9,167	10,000	8%
7010 Interest payment	0	9,583	9,583	100%	0	0	-	0	9,583	9,583	100%	0	0	-	105,417	115,000	8%
Total Debt Services	0	9,583	9,583	100%	0	0	-	0	9,583	9,583	100%	0	0	-	105,417	115,000	8%
Total Other Expenses	0	10,417	10,417	100%	0	0	-	0	10,417	10,417	100%	0	0	-	114,583	125,000	8%
Net Other Income	0	(10,417)	10,417	-100%	0	0	-	0	(10,417)	10,417	-100%	0	0	-	(114,583)	(125,000)	-8%
Net Result	(15,249)	(72,425)	57,176	-79%	8,497	(23,746)	-279%	(15,249)	(72,425)	57,176	-79%	8,497	(23,746)	-279%	(867,803)	(924,979)	-6%

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

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	25,427	24,442	986	4%	17,014	8,414	49%	25,427	24,442	986	4%	17,014	8,414	49%	294,286	293,300	0%
4100 Annual Moorage	22,302	30,022	(7,720)	-26%	25,944	(3,642)	-14%	22,302	30,022	(7,720)	-26%	25,944	(3,642)	-14%	421,094	428,814	-2%
4105 Semi-Annual Moorage	2,830	6,901	(4,071)	-59%	2,444	385	16%	2,830	6,901	(4,071)	-59%	2,444	385	16%	53,209	57,280	-7%
4110 Monthly Moorage	17,576	17,239	337	2%	17,401	175	1%	17,576	17,239	337	2%	17,401	175	1%	188,804	188,467	0%
4115 Transient Moorage	9,505	8,219	1,286	16%	11,519	(2,014)	-17%	9,505	8,219	1,286	16%	11,519	(2,014)	-17%	91,143	89,857	1%
4118 Work Dock	3,799	5,417	(1,618)	-30%	2,909	890	31%	3,799	5,417	(1,618)	-30%	2,909	890	31%	63,382	65,000	-2%
4120 Metered Utilities	30	125	(95)	-76%	275	(245)	-89%	30	125	(95)	-76%	275	(245)	-89%	1,405	1,500	-6%
4125 Launch Ramp	3,854	3,083	771	25%	4,626	(772)	-17%	3,854	3,083	771	25%	4,626	(772)	-17%	37,771	37,000	2%
4130 Public Buying Dock	0	125	(125)	-100%	0	0	-	0	125	(125)	-100%	0	0	-	1,375	1,500	-8%
4135 Storage Yard	2,842	3,333	(491)	-15%	2,948	(106)	-4%	2,842	3,333	(491)	-15%	2,948	(106)	-4%	39,509	40,000	-1%
4140 Storage Unit	15,551	15,193	358	2%	14,448	1,103	8%	15,551	15,193	358	2%	14,448	1,103	8%	182,668	182,310	0%
4145 Long Term Boat Storage	9,177	7,725	1,452	19%	9,330	(154)	-2%	9,177	7,725	1,452	19%	9,330	(154)	-2%	94,152	92,700	2%
4150 Short Term Boat Storage	3,497	3,219	278	9%	4,341	(844)	-19%	3,497	3,219	278	9%	4,341	(844)	-19%	38,903	38,625	1%
4155 Boat Wash	70	83	(13)	-16%	68	2	3%	70	83	(13)	-16%	68	2	3%	987	1,000	-1%
4165 Space Rents	66,372	52,474	13,898	26%	50,843	15,529	31%	66,372	52,474	13,898	26%	50,843	15,529	31%	329,898	316,000	4%
4173 Laundry	552	664	(112)	-17%	345	208	60%	552	664	(112)	-17%	345	208	60%	3,888	4,000	-3%
4175 Propane	590	1,661	(1,071)	-64%	473	117	25%	590	1,661	(1,071)	-64%	473	117	25%	8,929	10,000	-11%
4180 Merchandise	47	83	(36)	-43%	124	(77)	-62%	47	83	(36)	-43%	124	(77)	-62%	464	500	-7%
4185 Visitor Convention Bureau Fee	608	581	27	5%	497	111	22%	608	581	27	5%	497	111	22%	3,527	3,500	1%
4190 Ice	42,640	63,794	(21,155)	-33%	0	42,640	-	42,640	63,794	(21,155)	-33%	0	42,640	-	278,845	300,000	-7%
4200 Boat Lifts	7,071	3,913	3,158	81%	5,275	1,796	34%	7,071	3,913	3,158	81%	5,275	1,796	34%	63,158	60,000	5%
4230 Environmental Fee	2,511	2,083	428	21%	2,067	444	21%	2,511	2,083	428	21%	2,067	444	21%	25,428	25,000	2%
4235 Customer Discounts	(909)	(417)	(492)	118%	(640)	(269)	42%	(909)	(417)	(492)	118%	(640)	(269)	42%	(5,492)	(5,000)	10%
4290 Other	4,465	3,333	1,132	34%	4,577	(112)	-2%	4,465	3,333	1,132	34%	4,577	(112)	-2%	41,132	40,000	3%
4295 Bad Debt Expense	0	(2,500)	2,500	-100%	0	0	-	0	(2,500)	2,500	-100%	0	0	-	(27,500)	(30,000)	-8%
Total Operating Income	240,406	250,796	(10,389)	-4%	176,826	63,580	36%	240,406	250,796	(10,389)	-4%	176,826	63,580	36%	2,230,964	2,241,353	0%
Expenses																	
Personnel Services																	
5005 Salaries	21,840	34,689	12,849	37%	25,664	3,824	15%	21,840	34,689	12,849	37%	25,664	3,824	15%	438,238	451,087	3%
5010 Other compensation	420	1,621	1,201	74%	13	(407)	-3128%	420	1,621	1,201	74%	13	(407)	-3128%	19,875	21,076	6%
5015 Overtime	146	1,615	1,469	91%	0	(146)	-	146	1,615	1,469	91%	0	(146)	-	19,532	21,001	7%
Total Compensation	22,405	37,924	15,519	41%	25,677	3,272	13%	22,405	37,924	15,519	41%	25,677	3,272	13%	477,645	493,164	3%
5100 Federal Payroll taxes	1,715	2,901	1,187	41%	1,886	171	9%	1,715	2,901	1,187	41%	1,886	171	9%	36,540	37,727	3%
5105 State Payroll taxes	8	0	(8)	-	11	3	30%	8	0	(8)	-	11	3	30%	8	0	-
5110 Unemployment Insurance	518	791	273	35%	532	14	3%	518	791	273	35%	532	14	3%	10,015	10,288	3%
5115 Workers compensation	3,323	2,137	(1,186)	-56%	2,047	(1,276)	-62%	3,323	2,137	(1,186)	-56%	2,047	(1,276)	-62%	28,974	27,788	-4%
Total Payroll Taxes	5,563	5,829	266	5%	4,475	(1,088)	-24%	5,563	5,829	266	5%	4,475	(1,088)	-24%	75,537	75,803	0%
5200 Medical insurance	10,379	11,509	1,130	10%	13,990	3,611	26%	10,379	11,509	1,130	10%	13,990	3,611	26%	136,982	138,112	1%
5205 Dental insurance	814	814	0	0%	1,206	392	33%	814	814	0	0%	1,206	392	33%	9,766	9,766	0%
5215 Term life insurance	105	113	7	6%	404	298	74%	105	113	7	6%	404	298	74%	1,343	1,350	1%
5220 Long Term Disability insurance	212	240	28	12%	0	(212)	-	212	240	28	12%	0	(212)	-	2,852	2,880	1%

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

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
5225 PERS Employee Contributions	5,504	8,150	2,646	32%	8,879	3,375	38%	5,504	8,150	2,646	32%	8,879	3,375	38%	103,335	105,981	2%
5230 PERS Employer Contributions	1,388	2,178	790	36%	2,500	1,112	44%	1,388	2,178	790	36%	2,500	1,112	44%	27,535	28,325	3%
5295 Allocations	0	(2,576)	(2,576)	100%	0	0	-	0	(2,576)	(2,576)	100%	0	0	-	(30,925)	(33,501)	8%
Total Insured Benefits	18,401	20,428	2,026	10%	26,979	8,578	32%	18,401	20,428	2,026	10%	26,979	8,578	32%	250,887	252,913	1%
Total Personnel Services	46,370	64,181	17,811	28%	57,131	10,762	19%	46,370	64,181	17,811	28%	57,131	10,762	19%	804,069	821,880	2%
Goods & Services																	
6020 Travel - airfare	0	42	42	100%	0	0	-	0	42	42	100%	0	0	-	458	500	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	21	21	100%	0	0	-	0	21	21	100%	0	0	-	229	250	8%
6035 Meals & Entertainment	0	25	25	100%	0	0	-	0	25	25	100%	0	0	-	275	300	8%
Total Travel & Entertainment	0	171	171	100%	0	0	-	0	171	171	100%	0	0	-	1,879	2,050	8%
6050 Office supplies	0	0	0	-	106	106	100%	0	0	0	-	106	106	100%	0	0	-
6055 Kitchen supplies	184	250	66	27%	94	(90)	-96%	184	250	66	27%	94	(90)	-96%	2,934	3,000	2%
6070 Postage & courier services	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
Total Office Expense	184	333	150	45%	200	16	8%	184	333	150	45%	200	16	8%	3,850	4,000	4%
6100 Telephone - landline	182	200	18	9%	172	(10)	-6%	182	200	18	9%	172	(10)	-6%	2,382	2,400	1%
6105 Telephone - mobile	563	530	(33)	-6%	511	(52)	-10%	563	530	(33)	-6%	511	(52)	-10%	6,393	6,360	-1%
6110 Internet services	1,241	1,405	164	12%	1,277	36	3%	1,241	1,405	164	12%	1,277	36	3%	16,696	16,860	1%
6115 Cable TV	892	948	56	6%	897	5	1%	892	948	56	6%	897	5	1%	11,317	11,373	0%
6130 Electricity	18,041	20,833	2,792	13%	11,304	(6,737)	-60%	18,041	20,833	2,792	13%	11,304	(6,737)	-60%	247,208	250,000	1%
6131 Propane - Operations	115	125	10	8%	85	(30)	-35%	115	125	10	8%	85	(30)	-35%	1,490	1,500	1%
6135 Water/Sewer	13,870	6,250	(7,620)	-122%	6,104	(7,766)	-127%	13,870	6,250	(7,620)	-122%	6,104	(7,766)	-127%	82,620	75,000	-10%
6140 Garbage/Sanitation Collection	6,949	5,833	(1,116)	-19%	4,766	(2,183)	-46%	6,949	5,833	(1,116)	-19%	4,766	(2,183)	-46%	71,116	70,000	-2%
6145 Hazardous material disposal	0	333	333	100%	150	150	100%	0	333	333	100%	150	150	100%	3,667	4,000	8%
6150 Derelict boat disposal	0	1,250	1,250	100%	0	0	-	0	1,250	1,250	100%	0	0	-	13,750	15,000	8%
6155 Environmental Remediation/Mitigation/Monitoring	125	250	125	50%	0	(125)	-	125	250	125	50%	0	(125)	-	2,875	3,000	4%
Total Utilities	41,978	37,958	(4,020)	-11%	25,267	(16,711)	-66%	41,978	37,958	(4,020)	-11%	25,267	(16,711)	-66%	459,513	455,493	-1%
6200 Temporary/Contract help	1,719	2,917	1,197	41%	3,091	1,372	44%	1,719	2,917	1,197	41%	3,091	1,372	44%	33,803	35,000	3%
6205 Janitorial services	49	55	6	11%	21	(27)	-128%	49	55	6	11%	21	(27)	-128%	654	660	1%
6210 Vending machine services	1,156	125	(1,031)	-824%	286	(869)	-304%	1,156	125	(1,031)	-824%	286	(869)	-304%	2,531	1,500	-69%
6245 Legal advertising	0	108	108	100%	0	0	-	0	108	108	100%	0	0	-	1,192	1,300	8%
6260 Consulting services	204	582	378	65%	0	(204)	-	204	582	378	65%	0	(204)	-	6,602	6,980	5%
6270 Contracted Services	58	0	(58)	-	173	115	66%	58	0	(58)	-	173	115	66%	58	0	-
6290 Commercial insurance	7,733	7,908	176	2%	7,029	(704)	-10%	7,733	7,908	176	2%	7,029	(704)	-10%	94,724	94,900	0%
Total Professional Services	10,918	11,695	777	7%	10,601	(318)	-3%	10,918	11,695	777	7%	10,601	(318)	-3%	139,563	140,340	1%
6350 Employee sponsorships	786	0	(786)	-	0	(786)	-	786	0	(786)	-	0	(786)	-	786	0	-
Total Marketing Expense	786	0	(786)	-	0	(786)	-	786	0	(786)	-	0	(786)	-	786	0	-

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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					
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6400 Small equipment & tools	0	500	500	100%	26	26	100%	0	500	500	100%	26	26	100%	5,500	6,000	8%
6410 Signage	92	63	(29)	-47%	0	(92)	-	92	63	(29)	-47%	0	(92)	-	779	750	-4%
6415 Clothing	0	425	425	100%	0	0	-	0	425	425	100%	0	0	-	4,675	5,100	8%
6420 Janitorial supplies	969	1,042	73	7%	1,593	624	39%	969	1,042	73	7%	1,593	624	39%	12,427	12,500	1%
6425 Operational supplies	207	10,000	9,793	98%	102	(105)	-102%	207	10,000	9,793	98%	102	(105)	-102%	110,207	120,000	8%
6430 Equipment Rental	0	833	833	100%	0	0	-	0	833	833	100%	0	0	-	9,167	10,000	8%
6450 Fuel - Gas	0	1,167	1,167	100%	803	803	100%	0	1,167	1,167	100%	803	803	100%	12,833	14,000	8%
6455 Fuel - Diesel	131	83	(48)	-58%	42	(89)	-210%	131	83	(48)	-58%	42	(89)	-210%	1,048	1,000	-5%
6481 Propane - Retail	521	417	(104)	-25%	315	(206)	-66%	521	417	(104)	-25%	315	(206)	-66%	5,104	5,000	-2%
Total Operational Expense	1,920	14,529	12,609	87%	2,881	961	33%	1,920	14,529	12,609	87%	2,881	961	33%	161,741	174,350	7%
6500 Repairs & maintenance equipment	753	6,250	5,497	88%	1,406	652	46%	753	6,250	5,497	88%	1,406	652	46%	69,503	75,000	7%
6505 Repairs & maintenance vehicles	11	1,694	1,683	99%	10,844	10,833	100%	11	1,694	1,683	99%	10,844	10,833	100%	18,649	20,332	8%
6510 Repairs & maintenance buildings	2,012	3,741	1,729	46%	60	(1,952)	-3253%	2,012	3,741	1,729	46%	60	(1,952)	-3253%	43,159	44,888	4%
6515 Repairs & maintenance land improvements	0	250	250	100%	0	0	-	0	250	250	100%	0	0	-	2,750	3,000	8%
6520 Repairs & maintenance docks	0	4,167	4,167	100%	308	308	100%	0	4,167	4,167	100%	308	308	100%	45,833	50,000	8%
6575 Waterway Leases	0	2,917	2,917	100%	0	0	-	0	2,917	2,917	100%	0	0	-	32,083	35,000	8%
6580 Permits	0	475	475	100%	826	826	100%	0	475	475	100%	826	826	100%	5,225	5,700	8%
Total Repair and Maintenance	2,776	19,493	16,717	86%	13,443	10,667	79%	2,776	19,493	16,717	86%	13,443	10,667	79%	217,203	233,920	7%
Total Goods & Services	58,562	84,179	25,617	30%	52,391	(6,171)	-12%	58,562	84,179	25,617	30%	52,391	(6,171)	-12%	984,536	1,010,153	3%
Total Expenses	104,932	148,361	43,429	29%	109,523	4,591	4%	104,932	148,361	43,429	29%	109,523	4,591	4%	1,788,604	1,832,033	2%
Operating Results	135,474	102,435	33,039	32%	67,304	68,171	101%	135,474	102,435	33,039	32%	67,304	68,171	101%	442,359	409,320	8%
Other Income & Expenses																	
Other Income																	
4450 Lodging Tax	28	0	28	-	18	10	55%	28	0	28	-	18	10	55%	28	0	-
4650 Grants Received - MAP	0	0	0	-	0	0	-	0	0	0	-	0	0	-	5,175	5,175	0%
Total Other Income	28	0	28	-	18	10	55%	28	0	28	-	18	10	55%	5,203	5,175	1%
Other Expenses																	
Taxes & Misc Expenses																	
6720 Property Tax - Sublet Facilities	0	0	0	-	-	-	-	0	0	0	-	0	0	-	10,000	10,000.00	0%
Total Taxes & Misc Expenses	-	-	-	-	0	0	-	0	-	0	-	0	0	-	10,000	10,000.00	0%
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	290,261	290,261	0%
7010 Interest payment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	61,282	61,282	0%
7020 Principal repayment	749	756	7	1%	433	(316)	-73%	749	756	7	1%	433	(316)	-73%	9,059	9,066	0%
7025 Interest payment	55	48	(7)	-14%	18	(37)	-204%	55	48	(7)	-14%	18	(37)	-204%	588	581	-1%
8010 CIP Buildings	0	13,333	13,333	100%	0	0	-	0	13,333	13,333	100%	0	0	-	146,667	160,000	8%
8011 CIP Docks	0	8,583	8,583	100%	0	0	-	0	8,583	8,583	100%	0	0	-	94,417	103,000	8%

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

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Debt Services	804	22,721	21,917	96%	451	(353)	-78%	804	22,721	21,917	96%	451	(353)	-78%	602,273	624,190	4%
Total Other Expenses	804	22,721	21,917	96%	451	(353)	-78%	804	22,721	21,917	96%	451	(353)	-78%	612,273	634,190	3%
Net Other Income	(776)	(22,721)	21,944	-97%	(433)	(343)	79%	(776)	(22,721)	21,944	-97%	(433)	(343)	79%	(607,071)	(629,015)	-3%
Net Result	134,698	79,715	54,984	69%	66,870	67,828	101%	134,698	79,715	54,984	69%	66,870	67,828	101%	(164,711)	(219,695)	-25%

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

amounts in \$US dollars

Fund: Dredge Fund

Department: Dredge Ops

Location: All

Budget: Adopted



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021		\$ Diff	% Diff	Jul 2020		% Diff	Jul 2021 - Jul 2021		% Diff	Prior FYTD vs Current FYTD		Jul 2021 - Jun 2022				
	Actual	Budget			Actual	\$ Diff		Actual	Budget		\$ Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4290 Other	0	21,794	(21,794)	-100%	5,739	(5,739)	-100%	0	21,794	(21,794)	-100%	5,739	(5,739)	-100%	239,729	261,523	-8%
Total Operating Income	0	21,794	(21,794)	-100%	5,739	(5,739)	-100%	0	21,794	(21,794)	-100%	5,739	(5,739)	-100%	239,729	261,523	-8%
Expenses																	
Personnel Services																	
5005 Salaries	0	1,490	1,490	100%	2,245	2,245	100%	0	1,490	1,490	100%	2,245	2,245	100%	17,890	19,380	8%
5010 Other compensation	0	0	0	-	(9)	(9)	100%	0	0	0	-	(9)	(9)	100%	0	0	-
5015 Overtime	0	0	0	-	6	6	100%	0	0	0	-	6	6	100%	0	0	-
Total Compensation	0	1,490	1,490	100%	2,241	2,241	100%	0	1,490	1,490	100%	2,241	2,241	100%	17,890	19,380	8%
5100 Federal Payroll taxes	0	114	114	100%	160	160	100%	0	114	114	100%	160	160	100%	1,369	1,483	8%
5105 State Payroll taxes	0	0	0	-	1	1	100%	0	0	0	-	1	1	100%	0	0	-
5110 Unemployment Insurance	0	42	42	100%	54	54	100%	0	42	42	100%	54	54	100%	501	543	8%
5115 Workers compensation	0	54	54	100%	0	0	-	0	54	54	100%	0	0	-	642	696	8%
Total Payroll Taxes	0	209	209	100%	215	215	100%	0	209	209	100%	215	215	100%	2,513	2,722	8%
5200 Medical insurance	0	507	507	100%	0	0	-	0	507	507	100%	0	0	-	6,091	6,598	8%
5205 Dental insurance	0	41	41	100%	0	0	-	0	41	41	100%	0	0	-	494	535	8%
5215 Term life insurance	0	3	3	100%	0	0	-	0	3	3	100%	0	0	-	41	44	8%
5220 Long Term Disability insurance	0	9	9	100%	0	0	-	0	9	9	100%	0	0	-	109	118	8%
5225 PERS Employee Contributions	0	352	352	100%	645	645	100%	0	352	352	100%	645	645	100%	4,231	4,583	8%
5230 PERS Employer Contributions	0	89	89	100%	192	192	100%	0	89	89	100%	192	192	100%	1,074	1,163	8%
Total Insured Benefits	0	1,003	1,003	100%	837	837	100%	0	1,003	1,003	100%	837	837	100%	12,038	13,041	8%
Total Personnel Services	0	2,702	2,702	100%	3,293	3,293	100%	0	2,702	2,702	100%	3,293	3,293	100%	32,441	35,143	8%
Goods & Services																	
6005 Seminars & training	0	417	417	100%	0	0	-	0	417	417	100%	0	0	-	4,583	5,000	8%
Total Staff Training	0	417	417	100%	0	0	-	0	417	417	100%	0	0	-	4,583	5,000	8%
6030 Travel - Per Diem & mileage reimbursement	0	167	167	100%	0	0	-	0	167	167	100%	0	0	-	1,833	2,000	8%
Total Travel & Entertainment	0	167	167	100%	0	0	-	0	167	167	100%	0	0	-	1,833	2,000	8%
6050 Office supplies	0	42	42	100%	0	0	-	0	42	42	100%	0	0	-	458	500	8%
Total Office Expense	0	42	42	100%	0	0	-	0	42	42	100%	0	0	-	458	500	8%
6250 Legal services	0	2,083	2,083	100%	0	0	-	0	2,083	2,083	100%	0	0	-	22,917	25,000	8%
6255 Auditing	0	833	833	100%	0	0	-	0	833	833	100%	0	0	-	9,167	10,000	8%
6290 Commercial insurance	4,477	4,477	(0)	0%	4,540	63	1%	4,477	4,477	(0)	0%	4,540	63	1%	53,727	53,727	0%
Total Professional Services	4,477	7,394	2,917	39%	4,540	63	1%	4,477	7,394	2,917	39%	4,540	63	1%	85,810	88,727	3%
6425 Operational supplies	0	4,167	4,167	100%	0	0	-	0	4,167	4,167	100%	0	0	-	45,833	50,000	8%
Total Operational Expense	0	4,167	4,167	100%	0	0	-	0	4,167	4,167	100%	0	0	-	45,833	50,000	8%

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

amounts in \$US dollars

Fund: Dredge Fund

Department: Dredge Ops

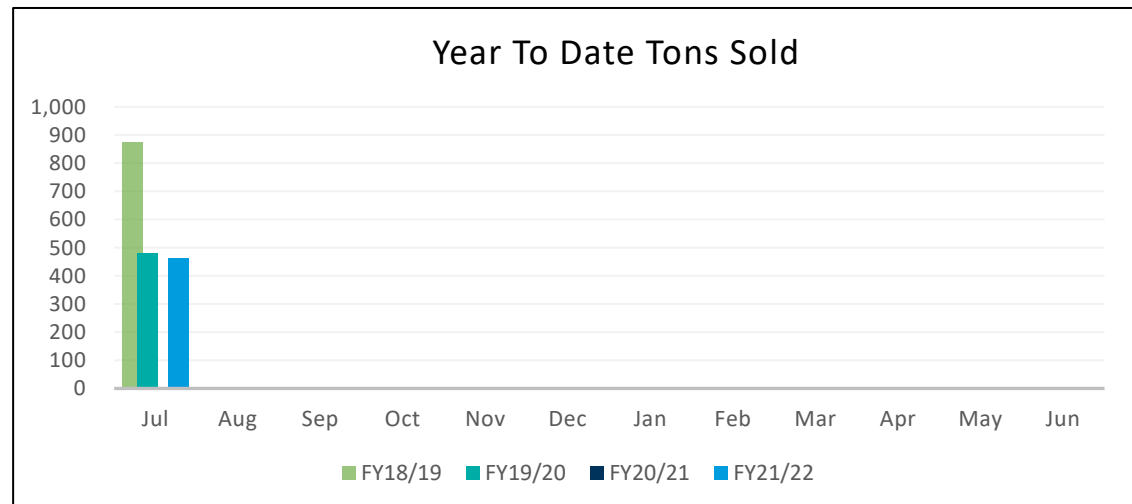
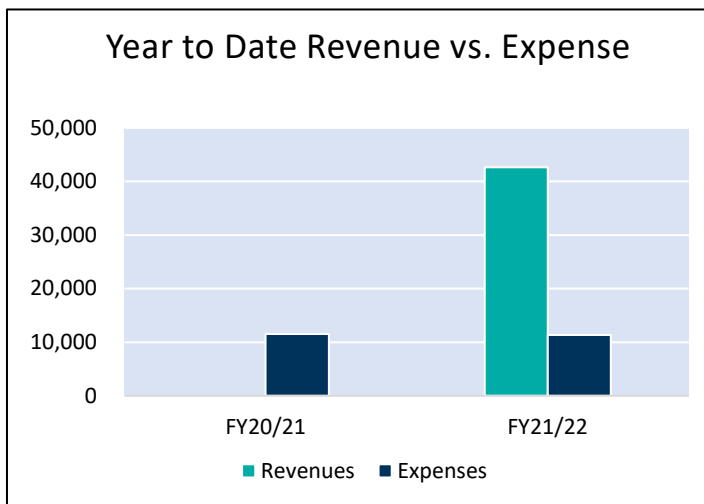
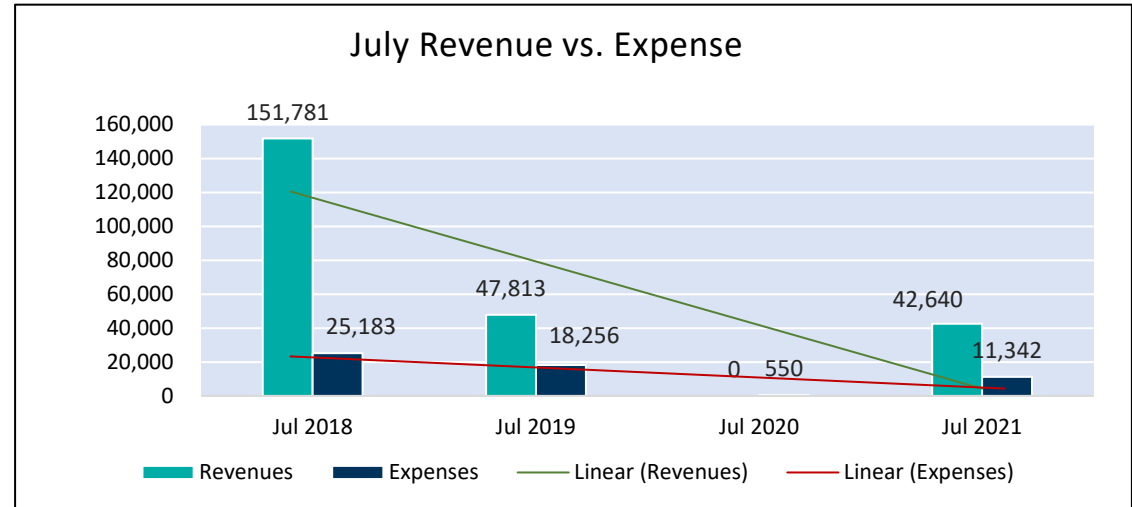
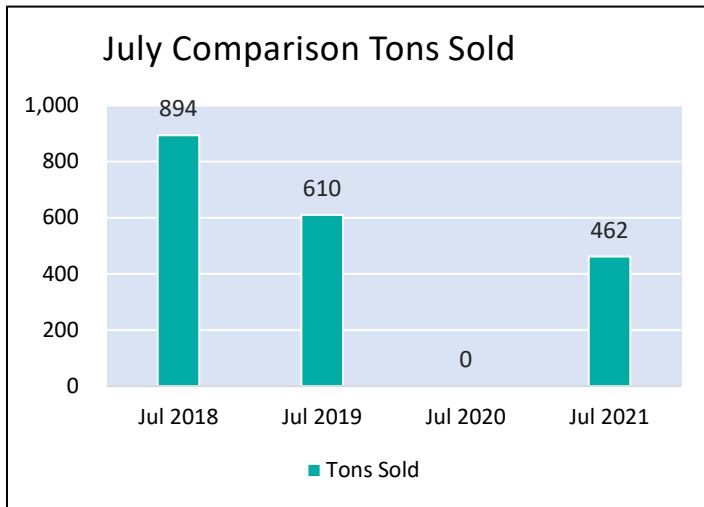
Location: All

Budget: Adopted



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6500 Repairs & maintenance equipment	0	5,417	5,417	100%	1,329	1,329	100%	0	5,417	5,417	100%	1,329	1,329	100%	59,583	65,000	8%
6505 Repairs & maintenance vehicles	1,118	1,250	132	11%	225	(893)	-397%	1,118	1,250	132	11%	225	(893)	-397%	14,868	15,000	1%
Total Repair and Maintenance	1,118	6,667	5,549	83%	1,554	436	28%	1,118	6,667	5,549	83%	1,554	436	28%	74,451	80,000	7%
Total Goods & Services	5,595	18,852	13,257	70%	6,094	499	8%	5,595	18,852	13,257	70%	6,094	499	8%	212,970	226,227	6%
Total Expenses	5,595	21,555	15,959	74%	9,387	3,792	40%	5,595	21,555	15,959	74%	9,387	3,792	40%	245,411	261,370	6%
Operating Results	(5,595)	239	(5,834)	-2443%	(3,648)	(1,947)	53%	(5,595)	239	(5,834)	-2443%	(3,648)	(1,947)	53%	(5,681)	153	-3813%
Other Income & Expenses																	
Other Income																	
4505 Interest - Bank	167	0	167	-	0	167	-	167	0	167	-	0	167	-	167	0	-
Total Other Income	167	0	167	-	0	167	-	167	0	167	-	0	167	-	167	0	-
Net Other Income	167	0	167	-	0	167	-	167	0	167	-	0	167	-	167	0	-
Net Result	(5,428)	239	(5,667)	-2373%	(3,648)	(1,780)	49%	(5,428)	239	(5,667)	-2373%	(3,648)	(1,780)	49%	(5,514)	153	-3704%

	Current Period	Same Month Prior Years			Year to Date	Prior FYTD vs Current FYTD		
	Jul 2021	Jul 2020	Jul 2019	Jul 2018	FY21/22	Last FY	\$ Diff	% Diff
Tons Sold	462	0	610	894	462	0	(462)	-
Total Revenues	42,640	0	47,813	151,781	42,640	0	(42,640)	-
Total Expenses	11,342	550	18,256	25,183	11,342	11,534	193	-1.67%
Net Result	31,298	(550)	29,556	44,247	31,298	(11,534)	(42,832)	-371.35%



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

amounts in \$US dollars

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



Rail Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2021				Jul 2020			Jul 2021 - Jul 2021				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4010 Property Agreements	26,974	27,279	(306)	-1%	31,956	(4,983)	-16%	26,974	27,279	(306)	-1%	31,956	(4,983)	-16%	243,694	244,000	0%
4235 Customer Discounts	0	0	0	-	(3,950)	3,950	-100%	0	0	0	-	(3,950)	3,950	-100%	0	0	-
4260 Rail Operations Revenue	27,561	42,893	(15,331)	-36%	25,324	2,237	9%	27,561	42,893	(15,331)	-36%	25,324	2,237	9%	406,703	422,034	-4%
4265 Rail Surcharges	31,963	39,573	(7,610)	-19%	29,745	2,218	7%	31,963	39,573	(7,610)	-19%	29,745	2,218	7%	483,885	491,495	-2%
4290 Other	0	0	0	-	0	0	-	0	0	0	-	0	0	-	786,453	786,453	0%
Total Operating Income	86,498	109,745	(23,247)	-21%	83,075	3,423	4%	86,498	109,745	(23,247)	-21%	83,075	3,423	4%	1,920,735	1,943,982	-1%
Expenses																	
Personnel Services																	
Goods & Services																	
6260 Consulting services	1,716	8,750	7,034	80%	250	(1,466)	-586%	1,716	8,750	7,034	80%	250	(1,466)	-586%	97,966	105,000	7%
6290 Commercial insurance	3,042	0	(3,042)	-	3,107	65	2%	3,042	0	(3,042)	-	3,107	65	2%	3,042	0	-
Total Professional Services	4,758	8,750	3,992	46%	3,357	(1,401)	-42%	4,758	8,750	3,992	46%	3,357	(1,401)	-42%	101,008	105,000	4%
6410 Signage	0	667	667	100%	0	0	-	0	667	667	100%	0	0	-	7,333	8,000	8%
Total Operational Expense	0	667	667	100%	0	0	-	0	667	667	100%	0	0	-	7,333	8,000	8%
6505 Repairs & maintenance vehicles	104	0	(104)	-	0	(104)	-	104	0	(104)	-	0	(104)	-	104	0	-
Total Repair and Maintenance	104	342	238	70%	0	(104)	-	104	342	238	70%	0	(104)	-	3,862	4,100	6%
Total Goods & Services	4,862	9,758	4,897	50%	3,357	(1,505)	-45%	4,862	9,758	4,897	50%	3,357	(1,505)	-45%	112,203	117,100	4%
Total Expenses	4,862	9,758	4,897	50%	3,357	(1,505)	-45%	4,862	9,758	4,897	50%	3,357	(1,505)	-45%	112,203	117,100	4%
Operating Results	81,636	99,987	(18,351)	-18%	79,718	1,918	2%	81,636	99,987	(18,351)	-18%	79,718	1,918	2%	1,808,531	1,826,882	-1%
Other Income & Expenses																	
Other Income																	
4480 Tax Credits	0	0	0	-	0	0	-	0	0	0	-	0	0	-	720,000	720,000	0%
Total Other Income	0	0	0	-	0	0	-	0	0	0	-	0	0	-	720,000	720,000	0%
Other Expenses																	
Debt Services																	
7005 Principal repayment	0	32,480	32,480	100%	0	0	-	0	32,480	32,480	100%	0	0	-	357,275	389,754	8%
7010 Interest payment	0	24,316	24,316	100%	0	0	-	0	24,316	24,316	100%	0	0	-	267,478	291,794	8%
7020 Principal repayment - Vehicles	1,045	1,047	2	0%	1,041	(4)	0%	1,045	1,047	2	0%	1,041	(4)	0%	12,562	12,564	0%
7025 Interest payment - Vehicles	14	12	(2)	-15%	18	4	22%	14	12	(2)	-15%	18	4	22%	148	146	-1%
8013 CIP Construction Bridges	0	66,667	66,667	100%	0	0	-	0	66,667	66,667	100%	0	0	-	733,333	800,000	8%
8016 CIP Construction Track	0	8,333	8,333	100%	0	0	-	0	8,333	8,333	100%	0	0	-	91,667	100,000	8%
8020 CIP Machinery & Equipment	0	0	0	-	45,048	45,048	100%	0	0	0	-	45,048	45,048	100%	0	0	-
Total Debt Services	1,059	132,855	131,796	99%	46,108	45,048	98%	1,059	132,855	131,796	99%	46,108	45,048	98%	1,462,462	1,594,258	8%
Total Other Expenses	1,059	132,855	131,796	99%	46,108	45,048	98%	1,059	132,855	131,796	99%	46,108	45,048	98%	1,462,462	1,594,258	8%
Net Other Income	(1,059)	(132,855)	131,796	-99%	(46,108)	45,048	-98%	(1,059)	(132,855)	131,796	-99%	(46,108)	45,048	-98%	(742,462)	(874,258)	-15%
Net Result	80,577	(32,868)	113,445	-345%	33,611	46,966	140%	80,577	(32,868)	113,445	-345%	33,611	46,966	140%	1,066,069	952,624	12%



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Margaret Barber, Director of External Affairs

DATE: September 13, 2021

SUBJECT: Commercial/External Affairs/Marketing Management Report

Commercial:

Staff continue to work as part of an internal multi-disciplinary team on development of a rail served maritime terminal on the North Spit. EA/BD staff are currently focused on development of a public relations plan and initial outreach with regard to the project.

Staff are working with the Union Pacific and two inquiries interested in railing commodities to the Port of Coos Bay for export.

Staff continue to work with a Tacoma based seafood company looking to expand its presence in Charleston.

Staff met with and provided information to a company interested in expanding its broadband footprint utilizing the Railroad Right of Way.

Port Property:

The Fishermen's Wharf and the office space adjacent to the Post Office are the only two vacant port-owned facilities in the Charleston Marina Complex. Staff continue to market the Fishermen's Wharf space. Staff are holding discussions internally to determine if there is another structure that should be examined in occupying the space, i.e. shared occupancy vs. single user.

Staff continue to work with Verizon on proposed construction of a new tower on Port-owned property in Eastside. Verizon is still moving through its permitting process with the City of Coos Bay.

Lease revenue for the month of August 2021 was 23% higher than lease revenue collected in August of 2020.

The Charleston Fishing Families have received a grant they intend to utilize to make facilities improvements to the Port-owned property they lease located on Crossline in Charleston. Improvements include painting, new flooring, and fencing.

Marketing, Media, and Outreach:

Staff participated in a radio interview on the "Hooked on Oregon" program to give an update on

port projects and the transportation industry. Staff will now be featured on the show on a regular monthly basis.

Staff conducted interviews with KCBY and the World Newspaper regarding the Container Terminal project.

Staff prepared and released the following press release: [Port of Coos Bay Enters into Memorandum of Understanding with Development Firm to Construct Multimodal Container Terminal](#)

The Port was featured in the following media outlets:

Capital Press: [Port of Coos Bay to construct new container terminal](#)

KMTR TV: [Port of Coos Bay looks to develop multimodal container facility on North Spit](#)

Saving Seafood: [Skeptics of sea otter reintroduction getting organized on Pacific coast](#)

The World: [Merkley secures investments to create Oregon jobs](#)

Yahoo News: [Congress has started requesting earmarks for their districts, from pig mitigation to a presidential library](#)

KPIC: [Major improvements being made to North Jetty in Coos Bay](#)

The Port's Facebook page saw an increase in page views of 72% in the month of August over the previous month, as well as an increase in post reach of 175%, increase in page followers of 82%, and an increase in post engagement of 95%. The top post for the month was: "The Port is excited to announce that we have entered into a memorandum of understanding with a development company to develop a rail served container terminal on the Coos Bay harbor!" This post reached a total of 8,076 people and received 493 reactions, comments and shares.

The Charleston Marina Facebook page saw a decline in page views of 12% from the previous month, as well as a decline of post reach by 10%. The top post for the month was: "Did you know that the Coos Bay Swing Span bridge is the longest working swing span bridge in the United States? Contracted crews were on site this week replacing select steel members of the bridge. Additional work will be conducted as part of the upcoming \$25 million BUILD grant program of projects, including 14 other steel bridges along the line." This post reached a total of 5,123 people and received 214 reactions, comments and shares.

The Port's LinkedIn account saw a 27% increase in new followers, but a decrease in unique visitors of 18% over the previous month. The top post for the month was also the announcement of the MOU with NorthPoint. This post received a total of 1,045 impressions, 22 reactions, and 12 shares.

Staff participated in meetings with the Seafood Processors Association and members of the seafood processing community. Staff also participated in the Great Northern Corridor Coalition quarterly meeting, the OPPA business meeting, and the PNWA Coastal Ports Needs meeting.

Legislative/Advocacy Work:

Port staff hosted two port tours this month. The first was with staffers from Representative DeFazio's office and a Fellow with the T&I Committee. Staff arranged for an initial meeting to discuss current projects followed by a harbor tour and hyrail trip on the Coos Bay Rail Line. The second tour was with Congressman DeFazio to tour the North Jetty from the water side. The USCG participated in both waterside tours.

A special session is anticipated for the latter part of this month. This one-day session will focus on the proposed redistricting lines. If the House and Senate are unable to reach an agreement on the proposed redistricting, Oregon's redistricting will go to the Secretary of State.

Staff are working in coordination with Chief Executive Officer John Burns in developing outreach lists to discuss the proposed Container Facility on the North Spit.

Staff are working in partnership with other departments to compile a ConnectOregon grant application to support repairs to all three swing span bridges along the Coos Bay Rail Line.

Staff are compiling a briefing book/informational materials regarding the Channel Modification project to share with State legislators prior to the commencement of the Short Session.

Industry Articles:

Hellenic Shipping News: [Container Market: Rising Long-Term Rates And Port Congestion Compound Cargo Owner Woes](#)

FreightWaves: [Ida's impact: Supply chain updates, Tuesday, Aug. 31](#)

FreightWaves: [Shipping lines come out swinging in high-profile profiteering case](#)

FreightWaves: [California port pileup shatters record and imports still haven't peaked](#)

FreightWaves: [Biden picks former DOT deputy secretary as port czar](#)

FreightWaves: [Shipping chaos gives top importers 'massive competitive edge'](#)

FreightWaves: [Congestion persists at rail terminals servicing imports](#)

FreightWaves: [Peak season: Let the chaos commence](#)

FreightWaves: [China bulker pileup dwarfs California container-ship gridlock](#)



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Mike Dunning, Director of Maritime Operations and Asset Management

DATE: September 13, 2021

SUBJECT: Port Operations/Asset Management Report

Channel Modification Project:

The PDT continues to review and address comments on the Letter of Authorization (LOA) and the Risk Management Plan (RMP). As discussed previously, the RMP is the last big piece needed to close out the remaining 204/408 Report comments.

Rail Bridge Rehabilitation Project:

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

Coal Bank Slough Bridge: The contract for this phase was executed and awarded to Legacy Contracting. Once the administrative requirements of the contract are in place, Notice to Proceed (NTP) will be given. The current schedule has the bridge being taken out of service in early to mid-December. The contractor will have 90 calendar days to remove, replace, and have the bridge back in service for rail traffic.

Vaughn Viaduct: The Port is waiting for formal approval to move forward with the Vaughn Viaduct alternative. Once we have this approval, engineers will complete engineering and design, and plan and specifications.

Wildcat Creek Bridges: This will be the last phase of this project. Staff anticipates the bid solicitation will be released in early 2022.

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

North Bend Swing Span Bridge Post Repairs (Spans 6 and 7):

Koppers completed work on span 6 and moved to span 7. The current schedule has work being completed in early to mid-October. The project slipped a little due to increased traffic on the bridge, resulting in work stoppages.

PIDP Grant (Tie and Resurfacing Project):

Port staff is waiting for the final draft agreement from MARAD. Once received, the Port will review with the assistance of legal counsel and return for final signatures.

Safety and Security:

Staff continues to work with Coos County Sheriff's department to remove and deter camping on the Port's North Spit properties. We continue to see a steady increase of illegal camping on Port properties.

Transpacific Parkway Drainage Project:

Engineers continue to work on engineering and design for this project. A meeting was held in early September with the Coos County Road department to discuss the project. Specifically, the new culvert that will be added under the county road at the northern phase of the project. Southport was invited to the meeting but was unable to attend. 30% engineering and design is scheduled to be completed by the end of September.

Dredging:

Staff is working with the agencies on an in-water work period (IWWP) variance for dredging RFP and GMA. American Construction has been storing their equipment in Coos Bay for the past year and will be departing at the end of September. Before leaving, they have offered to conduct dredging for terminals in Coos Bay. The time frame for getting approvals is short, but staff anticipates that we can get the approvals in time to make this happen.

Tyree:

Tyree continues to develop a final design for the dock rehabilitation and upgrades. Once 30% design is complete, permitting for the project will commence. Tyree has also contracted to remove the old boiler from the building. The Port approved the removal and disposal of this boiler approximately two years ago, in accordance with Port policy.

Connect Oregon 2021:

Staff is developing an application for Connect Oregon 2021. Applications are due by October 29, 2021. After a critical needs analysis, we determined that additional work on the three swing bridges would be the best use of these funds. The primary goal of the analysis was to determine what infrastructure would create the most downtime following any type of failure and prioritize the infrastructure accordingly. Input from rail engineers (Stantec) was requested and evaluated. This information was then used to develop a budget and scope of work for the project.

Fleet Management:

Vehicle tracking and monitoring devices were installed on all Port vehicles with the exception of the class 8 vehicles (heavy duty). This software provides the Fleet Management Team, Supervisors, and Management with near real time reporting and alerts of vehicle diagnostics, maintenance needs, vehicle location, and vehicle movements (speed or driver's actions). Each employee is provided with a key fob and each vehicle is equipped with a key reader. The driver of a vehicle is required to tap the key fob to the reader, which then identifies who is driving the vehicle at that time.



MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Brandon Collura, Harbormaster

DATE: September 13, 2021

SUBJECT: Charleston Operations Management Report

The Marina finished the month of August at 68% capacity. This was an increase of 1% from July. Of the 443 moorage slips, there were 168 annuals, 52 semi-annuals, 68 monthlies and 460 transients.

August ice volume sales totaled 517 tons, up from 465 tons sold in July. Total monthly sales were \$47,113.

The RV Park had 91% capacity in August, up 5% from July. Out of 104 RV Park spaces, we had 298 new check-ins with total sales of \$67,977.

Maintenance Projects:

RV Park: Three new washing machines were installed in the RV Park laundry room during the month of August. The last trio had a production span of close to ten years. A local vendor was able to price match the larger retail groups, so the Port was able to procure the new equipment locally.

Marina: Numerous landscape irrigation repairs have been made to sprinkler heads throughout the marina complex.

Fish cleaning station repairs have also been underway around the facility after hard use throughout the Albacore season this summer.

Electrical pedestal repairs continue throughout both the marina and RV Park.

Dock repair project planning is currently underway. Most dock repairs are scheduled to take place during the in-water work window over the winter months. Repairs will consist of new through rods, wood replacement, hardware, electrical work, and rebalancing.

Shipyards: A new pump was installed in the shipyard restroom sewer basin and the restrooms were re-opened after approximately two weeks of down time. The lead time on the pump was the main

challenge of having the facility re-opened faster. The old pump was sent in for assessment but determined to be a loss after a long service life.

Approximately thirty new boat stands have been procured for the shipyard to replace an equivalent amount past their service life. These are utilized in both short- and long-term storage capacities.

Capital Projects:

The Maintenance Shop Roof Replacement Project is currently underway. The project management team is currently building the Invitation to Bid (ITB) package and it will be sent out to the public shortly. The goal of this project is the complete replacement of the shop roof which will ensure the continued protection of Port assets, as well as the storage of the State-owned dredge equipment and vessels.

Dredge Program:

The State-owned dredge equipment, both the Laura and Ms. SoCo, has been out for repair work over the past month. Everything from sandblasting, re-painting, new hydraulic lines, and other aspects of repair work have been under way. These 5-year repair items ensure the equipment will be able to serve Oregon's coastal ports for years to come.

DEQ Compliance Inspection:

The Charleston Shipyard facilities, inclusive of the stormwater system, had a DEQ compliance inspection for the first time in fifty years on August 5. Several action items are required by the DEQ and must be complied with by September 30, 2021. A number pertain to general practices of our current lessees, a few pertain to additional monitoring and documentation procedures and one to the Port's continuing education program relating to stormwater management and employee training.

An additional requirement of the new 1200-Z permit is the updating of our Stormwater Pollution Control Plan (SWPCP). This work is being completed by the environmental engineering firm that originally drafted this document and designed our stormwater system.



MEMORANDUM

TO: John Burns, Chief Executive Officer
FROM: Rich Lopez, General Manager
DATE: September 13, 2021
SUBJECT: Railroad Department Management Report

Operations:

CBRL Carloads:

August = 485 Prior Month = 503 Prior Year August = 467
2021/22 Forecasted Monthly Average 683 missed by 198 carloads.

The month of August saw a continued reduction in carloads. Log moves were halted because of the extreme heat conditions in the Willamette Valley. Southport halted and reduced inbound logs to reduce on hand inventory to create room. Seneca continued a reduction trend because of non-sales of lumber to market. Where CBRL saw down trends in some areas, up trends in carloads for others continue online. Roseburg Forest has continued to receive chip cars as well as a steady stream of loaded veneer boxcars coming into North Bend. All Weather Wood continues to receive inbound loads as well as sending outbounds and continued service to the Alaskan Barge. Southport has stayed steady with their center beam loads. The end of August saw a good upturn of carloads with positives coming out of Seneca that September would show better sales to market and return to their normal car volumes. The return of export logs will return in September returning our daily traffic to Ocean Terminals.

GMA sent their first loaded car in August with success. They plan on continuing the process of boxcar later in the year.

Danish Dairy has begun to order grain cars that are currently enroute to Coos Bay for transload for ranchers in the Coquille area.

In August CBRL brought on a new Engineer/Conductor, Joshua Kruger. He brings to CBRL 15 years of railroad experience. He has replaced a spot on the Noti Hauler. The average years of experience on the Transportation side is 10 years of railroad experience. To be able to acquire these men and women has created a team environment that has produced reliable service, excellent communication, and the ability to adapt to changes in the work schedule with ease. As CBRL

continues to move forward with added carloads and new customers the crews will be the backbone of creating the moves to keep the rail line fluid.

Mechanical (Car and Locomotive):

The Mechanical Car department saw a reduction of cars coming online in August because of the Union Pacific's reroutes due to the wildfires. The staff continued with the inspections of all cars that came online and made the repairs as needed. With the routes reopened normal car volume will return in September.

Locomotive Mechanic continues with his daily repairs and period inspections of the locomotives. Mr. Teeters continues to keep our fleet of locomotives operating with minimal delays when needed to repair issues. Currently the CBRL 2020 is out of service because of a traction motor issue. The traction motor has been ordered for replacement but is delayed because of a lack of truck drivers for delivery. Once the traction motor is on property, it will be about a week of work to replace and test.

Maintenance of Way (MOW):

CBRL Track Inspectors and laborers continue with weekly inspections as well as repairs. The MOW team in August replaced about 20 ties to help with gaging issues and did some work on the Vaughn Viaduct to maintain it for safe operations. The team also did some resurfacing on the siding at Greenhill. With the fall season coming, the crews continue their focus on the sand issues between Cordes and Hauser and begin to start focusing on trees and ditching in anticipation of the rainy season.

ODOT/FRA:

CBRL had one on site visit by FRA Signal Inspector Bryon Algers. No violations recommended.

Coos Bay Rail Line:

As of September 1, 2021, the CBRL is 713 days' injury free. The CBRL had 0 incidents in August. Currently, CBRL has 19 employees and 6 locomotives on property.

Rail Projects:

Koppers begun steel replacement on Spans 6 & 7. They are on schedule for their completion date.

Coos Bay Village/Hemlock Crossing is still waiting on parts, final test, and cutover date.

Action Items

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

DATE: September 13, 2021

PROJECT TITLE: 2021Res04: Approval of Umpqua Bank Working Capital Line of Credit

ACTION REQUESTED: Approve resolution 2021Res04 authorizing Chief Executive Officer John Burns to negotiate the terms, execute and deliver a \$5,000,000 working capital line of credit loan agreement with Umpqua Bank.

BACKGROUND:

The Port has budgeted to spend over \$20 million in grant funding this fiscal year. The grants awarded to the Port are reimbursable which means that the funds are provided to the Port only after expenses have been incurred and paid for. The grant agencies have timing rules that prevent the Port from submitting for reimbursement more than once per month. Additionally, the turnaround time for granting agencies to review and submit payment to the Port may take up to sixty days.

In order to maintain cash flow for regular operations and pay the grant related expenses, the Port has been using a working capital line of credit. The current agreement will mature on October 1, 2021. For the Port to maintain operations while funding the aggressive construction schedule needed to meet the spending deadlines of the grants awarded, the agreement will need to be renewed.

Per the agreement, Umpqua Bank will keep \$5,000,000 available to the Port to withdraw for a period of three years. The Port will pay quarterly interest at the rate of the Wall Street Journal Prime (WSJP) minus 1.60% on any borrowed funds. In addition, the Port will pay a commitment fee of 20 bps per annum on the difference between \$5,000,000 and the average outstanding balance. The maximum commitment fee in a year would be \$10,000.

The Port will withdraw funds to cover payment on invoices greater than \$250,000, or as needed depending on bank balances. Repayment will be made as funds are paid by the grant agency. The goal is to minimize the amount of time the Port has funds withdrawn from the credit line to maintain minimal interest fees.

RECOMMENDED MOTION:

Approve resolution 2021Res04 authorizing Chief Executive Officer John Burns to negotiate the terms, execute and deliver a \$5,000,000 working capital line of credit loan agreement with Umpqua Bank.

RESOLUTION 2021Res04

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

**AUTHORIZING THE EXECUTION AND DELIVERY OF ONE OR MORE LOAN OR
SIMILAR FINANCING AGREEMENTS**

WHEREAS, the Board of Commissioners (the “Commission”) of Port of Coos Bay, in Coos County, Oregon (the “Port”) have deemed it necessary and advisable to finance the costs of capital construction and improvements to the Port’s rail infrastructure (the “Project”) and paying costs of issuance through one or more lease purchase, loan or similar financing agreements (the “Agreement”); and

WHEREAS, the Port desires to enter into one or more loan(s) or similar financing agreements in an aggregate principal amount not to exceed \$5,000,000.00; and

WHEREAS, the Port is authorized pursuant to the Constitution and laws of the State of Oregon, namely Oregon Revised Statutes Section 271.390, to enter into such agreements to finance real and personal property projects.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. Authorization. The Port hereby authorizes the Commission President or Chief Executive Officer (each an “Authorized Representative”), on behalf of the Port and without further action by the Commission, to negotiate the terms of the Agreement, in an aggregate principal amount not to exceed \$5,000,000.00 with Umpqua Bank or other financial institutions or vendors, to further select and delineate the particulars of the Project, and to execute and deliver the Agreement and any related documentation necessary to carry out this Resolution to complete the financing.

The estimated weighted average life of the Agreement does not exceed the dollar weighted average life of the Project being financed with the Agreement, as required by ORS 271.390. The Port hereby determines that the Project is needed for Port purposes.

2. Security. The Port's ad valorem property taxes, subject to the limits of Article XI, Sections 11 and 11b of the Oregon Constitution, and the full faith and credit of the Port, including all unobligated revenues in the Port’s general fund and any other funds that may be available for that purpose, are hereby irrevocably pledged to the punctual payment of principal and interest on the Agreements. The Port shall pay the amounts due under the Agreement from any and all of its legally available taxes, revenues and other funds as authorized by ORS 271.390. The Port hereby pledges its full faith and credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay the Financing Payments and other amounts due under the Agreement pursuant to ORS 287A.315.

3. Appointment of Counsel. The Commission appoints the law firm of Stebbins & Coffey, as Counsel for the purpose of assisting in the preparation and execution of the Agreement and related documentation necessary to carry out this Resolution and complete the financing.

4. **APPROVED and ADOPTED**, by the Board of Commissioners of the Oregon International Port of Coos Bay this 21st day of September 2021.

David Kronsteiner, President

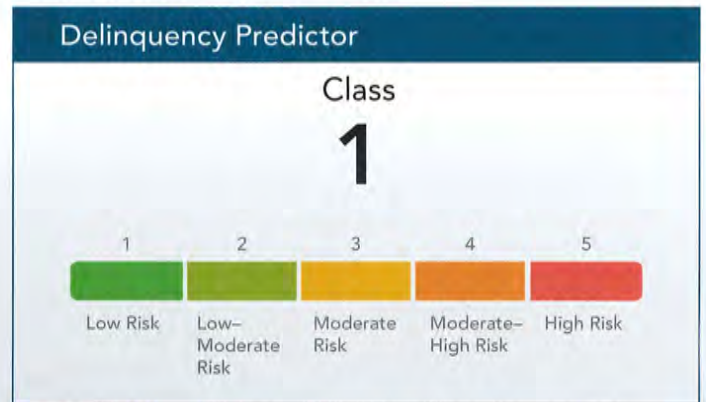
Eric Farm, Vice President

Informational Items

Company Name: OREGON INTERNATIONAL PORT OF COOS BAY
 Dun & Bradstreet D-U-N-S® Number: 04-559-5733

SCORES AS OF:
8/1/2021

Overview of Your Dun & Bradstreet Business Credit Scores



If you would like to speak further about the activity in your D&B credit file, please call 1-800-206-8563 OR visit www.DandB.com/myexpert.

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Average company score improvements

Dun & Bradstreet Business Intelligence compared company credit scores for 6 months—before and after the purchase of Credibility Concierge—to calculate these average improvements.



1 Inquiry or Inquiries are the number of individual request(s) for information, which may include but is not limited to credit information, by a unique external customer(s) on a Dun & Bradstreet D-U-N-S® Number in a rolling one-year (365-day) time period. More than one inquiry can be made by each unique customer, which would indicate that some customers have inquired on such D-U-N-S Number multiple times and may be monitoring the associated business. "Customer" is defined as a person or business requesting Dun & Bradstreet information on another D&B D-U-N-S Number. These requests could be a free service, one-time report purchase, or a subscription-based service.

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3 Score improvement averages as of July 2018 and measured 6 months prior to through 6 months following the purchase of Credibility Concierge.



Coos Bay Rail Line Serving Western Lane, Western Douglas and Coos Counties in Southwest Oregon

Owned by the Oregon International Port of Coos Bay

Operations by Coos Bay Rail Line, Inc. (CBRL) began on November 1, 2018.

Monthly Revenue Car Loads and Equivalent Highway Truck Loads / 2017 - 2021

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

	2017		2018		2019		2020		2021	
	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads
Jan	528	1,742.4	580	1,914.0	611	2,016.3	409	1,349.7	346	1,141.8
Feb	520	1,716.0	618	2,039.4	465	1,534.5	400	1,320.0	382	1,260.6
Mar	535	1,765.5	627	2,069.1	547	1,805.1	432	1,425.6	566	1,867.8
Apr	582	1,920.6	574	1,894.2	521	1,719.3	350	1,155.0	621	2,049.3
May	727	2,399.1	623	2,055.9	438	1,445.4	394	1,300.2	599	1,976.7
Jun	721	2,379.3	594	1,960.2	318	1,049.4	534	1,762.2	625	2,062.5
Jul	593	1,956.9	602	1,986.6	346	1,141.8	485	1,600.5	503	1,659.9
Aug	601	1,983.3	602	1,986.6	329	1,085.7	467	1,541.1	485	1,600.5
Sep	615	2,029.5	472	1,557.6	299	986.7	378	1,247.4		0.0
Oct	616	2,032.8	469	1,547.7	425	1,402.5	431	1,422.3		0.0
Nov	565	1,864.5	268	884.4	348	1,148.4	349	1,151.7		0.0
Dec	569	1,877.7	399	1,316.7	303	999.9	499	1,646.7		0.0
Total	7,172	23,667.6	6,428	21,212.4	4,950	16,335.0	5,128	16,922.4	4,127	13,619.1

Coos Bay Rail Line-CBRL operates at the U.S. shortline railroad industry standard of 286,000 lbs/143 short tons (weight of car plus commodity weight) per loaded revenue car. The majority of cars currently moving on the rail line weigh 66,000 to 86,000 lbs/33 to 43 short tons, resulting in a carrying capacity of 200,000 to 220,000 lbs/100 to 110 short tons.

Using 200,000 lbs/100 short tons as an average weight of commodity per rail car, the tonnage figures for the years 2011 through year to date 2021 are as follows:

*2011:	194	rail carloads =	19,400	short tons =	640.2	highway truck loads
2012:	2,480	rail carloads =	248,000	short tons =	8,184.0	highway truck loads
2013:	4,850	rail carloads =	485,000	short tons =	16,005.0	highway truck loads
2014:	7,509	rail carloads =	750,900	short tons =	24,779.7	highway truck loads
2015:	7,341	rail carloads =	734,100	short tons =	24,225.3	highway truck loads
2016:	7,434	rail carloads =	743,400	short tons =	24,532.2	highway truck loads
2017:	7,172	rail carloads =	717,200	short tons =	23,667.6	highway truck loads
2018:	6,428	rail carloads =	642,800	short tons =	21,212.4	highway truck loads
2019:	4,950	rail carloads =	495,000	short tons =	16,335.0	highway truck loads
2020:	5,128	rail carloads =	512,800	short tons =	16,922.4	highway truck loads
2021:	4,127	rail carloads =	412,700	short tons =	13,619.1	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 713 days' injury free as of September 1, 2021!