



M E M O R A N D U M

TO: Interested Parties
FROM: David Kronsteiner, President
DATE: October 14, 2019
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 **2:00 p.m., Monday, October 21, 2019**, in the Port's Commission Chambers, located at 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420.

Commissioners may appear via conference call-in.

DK/km

**OREGON INTERNATIONAL PORT OF COOS BAY
REGULAR COMMISSION MEETING
2:00 p.m., Monday, October 21, 2019**
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. CONSENT ITEMS	Page
A. Approval of September 16, 2019 Regular Commission Meeting Minutes.....	4
B. Approval of September Invoices.....	8
C. Approval of September Contracts Awarded.....	9
D. Approval of Community Giving Donations.....	10

5. MANAGEMENT REPORTS	Page
A. Administration.....	12
B. Finance.....	14
C. Commercial / External Affairs / Marketing.....	32
D. Infrastructure Support Services.....	36
E. Port Operations.....	39
F. Charleston Operations.....	41
G. Railroad Operations.....	43

6. ACTION ITEMS	Page
A. Award for New Vehicle Auto Lease.....	Jake Jacobs, 46
B. Purchase Authority for Rolling Stock Acquisition.....	Jake Jacobs, 47
C. Sole Source Procurement for Charleston Ice Plant Condenser Project.....	Jake Jacobs, 48

7. OTHER

8. INFORMATION ITEMS	Page
A. Coos Bay Rail Revenue Car Loads – September 2019.....	53

9. COMMISSION COMMENTS

10. NEXT MEETING DATE – Monday, November 18, 2019, 6:30pm

11. ADJOURN

Consent Items

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
6:30 p.m., Monday, September 16, 2019

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 James Martin, Commissioner.

Staff:

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Mike Dunning, Director of Maritime Operations; Patrick Kerr, Director of Rail Operations; Brandon Collura, Charleston Harbormaster; Margaret Barber, Director of External Affairs; Fiona Bai, Marketing Media Specialist; Jake Jacobs, Director of Infrastructure Support Services; Krystal Moffett, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

Media & Guests:

None.

1. CALL MEETING TO ORDER

President Kronsteiner called the meeting to order at 6:30 p.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. CONSENT ITEMS

- A. Approval of August 19, 2019 Regular Commission Meeting Minutes
- B. Approval of August 19, 2019 Strategic Planning Work Session Meeting Minutes
- C. Approval of August Invoices
- D. Approval of August Contracts Awarded

Upon a motion by Commissioner Farm (second by Commissioner Martin), the Board of Commissioners voted to approve the August 19, 2019 Regular Commission Meeting Minutes, the August 19, 2019 Strategic Planning Work Session Meeting Minutes, August Invoices and August Contracts Awarded. **Motion Passed.**

5. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

6. ACTION ITEMS/REPORTS

A. **David Miller and Associates Task Order 15**

At the March 28, 2016 Board of Commissioners meeting, the Commission authorized Commission President David Kronsteiner to execute an Amendment, Assignment, Assumption and Consent Agreement of the prime contract for consulting services for the Channel Modification Project from David Evans and Associates (DEA) to David Miller & Associates (DMA).

Much of the work budgeted for calendar year 2019 will be related to engineering design and environmental and regulatory compliance matters. The estimated 2019 annual budget for the project is \$3,548,893.00.

Task Order DMA 15 in the amount of \$576,992.00 describes the tasks to be undertaken during Q4 2019, along with projected costs including work on the project's Environmental Impact Statement. Many of the task categories will continue through the end of the year. Staff is only requesting authorization for the projected Q4 2019 budget at this time, in order to effectively monitor project spending pursuant to the updated Budget Management Plan for the project.

Funding for this Task Order will be provided through the Port's Reimbursement Agreement with Jordan Cove.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to authorize Commission President David Kronsteiner to execute Task Order DMA 15 for professional services related to the Coos Bay Channel Modification Project in an amount not to exceed \$576,992.00 for work to be performed on the project during the fourth quarter of 2019. **Motion Passed.**

B. **Appointment of Charleston Advisory Committee Members**

The Charleston Advisory Committee was established by the Board of Commissioners of the Oregon International Port of Coos Bay on September 17, 2003 to serve in an advisory capacity to the Port Commission in developing strategies and guidelines for various projects and issues concerning the Charleston Marina Complex. The function of the committee includes but is not limited to:

- Review of proposed projects within or affecting the Charleston Marina, Charleston Marina RV Park and Shipyard.
- Review and monitor project progress.
- Monitor and make recommendations to the Port Commission regarding various issues. Any recommendations or proposals submitted by the committee shall be considered in an advisory nature, and shall be given due consideration by the Port Commission for feasibility and implementation.

The Charleston Advisory Committee met July 17, 2019 where membership re-appointments were discussed. Prior to the meeting Margery Whitmer declined to renew her term, which expired in January 2019. At the meeting Lou Leberti agreed to renew his term for an additional three years. The Committee discussed member Will Smith and recommended his removal from the Committee

for failure to continue meeting the qualifications of appointment, and for two consecutive unexcused absences.

Notice of the committee vacancies was advertised in the World Newspaper on July 24, 2019 with a deadline of August 15, 2019 for interested applicants. The Port received two applicants for consideration. Kathleen Hornstuen and Knute Nemeth were both present at the July 17, 2019 committee meeting and volunteered at that time, later submitting letters of interest. The proposed roster was included in the meeting packet.

Upon a motion by Commissioner Farm (second by Commissioner Martin), the Board of Commissioners motioned to approve the reappointment of current member Lou Leberti; the removal of member Will Smith; and the appointment of new members Kathleen Hornstuen and Knute Nemeth to the Charleston Advisory Committee with 3-year terms. **Motion Passed.**

C. Bay Area Enterprise Zone Plan for Distribution of Community Service Fee IGA

In 1986, the governing bodies of the Cities of Coos Bay and North Bend, Coos County, and the Oregon International Port of Coos Bay entered into an Intergovernmental Agreement (IGA) with the approval of the State of Oregon which created an enterprise zone within Coos County. That enterprise zone is now known as the Bay Area Enterprise Zone. The Bay Area Enterprise Zone is approximately 10.24 square miles with areas in and adjacent to the Cities of Coos Bay and North Bend. As part of the IGA, the CCD Business Development Corporation serves as the Bay Area Enterprise Zone Manager. Representatives from Coos Bay, North Bend, Port, and County serve on the Bay Area Enterprise Zone Committee which evaluates applications for tax abatement incentives as allowed under Oregon law.

The Zone Sponsors have been working with community stakeholders for several years and conducted numerous public meetings to develop a sensible distribution process regarding Community Service Fees that will be collected during both construction and operational phases of the Jordan Cove Energy Project.

The Port's Commission at its January 22, 2019 Regular Commission Meeting voted unanimously to approve the Plan for Distribution of the Community Service Fee that was recommended by the CEP work group on December 7, 2018. That Plan for Distribution failed to be approved by the Commissioners of Coos County as well as the City of Coos Bay. Therefore, the members re-engaged to develop an alternative Plan for Distribution. On August 20, 2019, a meeting was held at the City of Coos Bay Council Chambers and was attended by designated representatives from each of the four Zone Sponsors. At that meeting, a vote was taken of the members and the recommendation made that the alternative Plan for Distribution of Community Service Fee, Intergovernmental Agreement be presented to each governing body for ratification. This will also require that the previous Plan for Distribution of Community Service Fee Intergovernmental Agreement, which was approved by the Port of Coos Bay at the January 22, 2019 Regular Commission Meeting, be rescinded.

The IGA, which the representatives of the Zone Sponsors endorsed to be brought before each governing body, included:

1. TERM of the Agreement, which will remain in effect until full performance of the Enterprise Zone Agreement between The Sponsors and the Jordan Cove Energy Project LP.

2. PAYMENT CALCULATION will be performed by a CPA firm (the current firm of record is Harwood, MacAdam, Wartnik, Fisher, and Gorman) pursuant to the terms of their engagement letter.
3. PAYMENT PROCESSING will be made pursuant to the Enterprise Zone Agreement. CCD Business Development Corporation shall be the Agent for handling the collection and distribution of funds.
4. AMENDMENTS can be made by unanimous consent of the Zone Sponsors after being so moved by at least two of the Zone Sponsors.

This process has been one that is born from the true sense of building consensus through a process of give and take. The intent of the IGA has always been to find the best path forward for the entire community and to look to creating a mechanism to focus on the future of our schools, the community and our citizens and this agreement delivers on that desired outcome.

Upon a motion by Commissioner Farm (second by Commissioner Garcia), the Board of Commissioners motioned to authorize Commission President David Kronsteiner to rescind the Intergovernmental Agreement between the Bay Area Enterprise Zone Sponsors executed at the January 22, 2019 Port of Coos Bay Regular Commission Meeting, and execute the revised Intergovernmental Agreement between the Bay Area Enterprise Zone Sponsors addressing the Plan for Distribution of the Community Service Fee associated with the Jordan Cove Enterprise Zone Agreement. **Motion Passed.**

7. **OTHER**

8. **COMMISSION COMMENTS**

Because the Plan for Distribution of the Community Service Fee associated with the Jordan Cove Enterprise Zone Agreement has been changed, Commissioner Garcia requested to update the old available information regarding the fees to reflect the changes. John Burns stated that staff will work on that, with the best information available today. President Kronsteiner asked that projections include both construction and operation.

9. **NEXT MEETING DATE** – Monday, October 21, 2019, 6:30pm.

10. **ADJOURN**

President Kronsteiner adjourned the meeting at 6:39 p.m. and entered into Executive Session to:

- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (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: October 14, 2019
Subject: Invoices Paid for Commission Approval through September 2019

A/P checks issued per NetSuite financial system	1,405,832.75
Payroll disbursement per Umpqua Bank statement	154,634.50
Misc electronic disbursements per Umpqua Bank statement	635,107.88
Total Disbursements	<u>\$ 2,195,575.13</u>



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Megan Richardson, Accounting Manager

DATE: October 14, 2019

SUBJECT: September 2019 Contracts Awarded

The following are bids that were awarded, and contracts authorized and signed by the Chief Executive Officer during the month of September. All solicitations comply with the requirements of the Port's Local Public Contracting Rules 2.8.1-3.

The following projects are included in the appropriate fiscal year budget:

Contract	Description	Cost
Scott Partney Construction	Change Order 1: Drainage and Track Rehab in Tunnels 15, 17, 18, 19, 20 & 21	\$(64,400.00)
Total Contracts Awarded for this period:		\$(64,400.00)



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Community Giving Committee
DATE: October 14, 2019
SUBJECT: Community Giving Recommendation

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

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

Community Giving Donations	Amount
Boy & Girls Club of Southwestern Oregon	\$500
Coos County Sheriff K-9 Fundraiser	\$150
Charleston Salmon Run	\$250
Total:	\$900

Management Reports



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Lanelle Comstock, Chief Administrative Officer
DATE: October 14, 2019
SUBJECT: Administrative Services Management Report

Upcoming Scheduled Meetings and Events:

- Charleston Advisory Committee Meeting: Wednesday, October 16, noon
- October Port Commission Meeting: Monday, October 21, 2:00 pm
- Coos Bay Rail Line 1-Year Staff Celebration: Thursday, November 7, 12:00 pm

Coos Bay Rail Line, Inc. 1-Year Celebration:

Friday, November 1, 2019 marks the 1-year anniversary of Coos Bay Rail Line, Inc. beginning operations of the rail line! On Thursday, November 7, 2019, all Rail employees will participate in a day long annual rules training while celebrating CBRL's first year of operations. The Commissioners are invited to celebrate with staff and reflect on the first year of Rail operations at noon, Thursday, November 7, 2019. Please contact Krystal for further details or if you would like to attend.

Admin Rental Car:

In the FY 2019/20 Budget, the Port budgeted to purchase a fleet of vehicles, which included pool vehicles for the Port administrative office. Until the fleet vehicles are purchased, employees are to be reimbursed for mileage expenses. At the beginning of September, we decided to rent a vehicle for administrative office use to eliminate most of the mileage reimbursement. If the rental vehicle is available, it should be used for business travel instead of using one's own personal vehicle. If the rental vehicle is available and one chooses to use their own personal vehicle, they will not be reimbursed for mileage (unless otherwise pre-approved). If the rental vehicle is not available and a personal vehicle is used, then one may receive mileage reimbursement. Within the first two weeks, the monthly rental vehicle paid for itself in the amount that would have been reimbursed to employees.

Charleston Advisory Committee Meeting:

At the last Charleston Advisory Committee (CAC) Meeting, the Committee requested a member of the Port's Board of Commissioners attend the CAC Meetings, if/when available. The CAC Meetings are scheduled every three months (once a quarter), beginning at noon in the Charleston Marina RV Park Rec Room. The next meeting is scheduled for Wednesday, October 16, 2019. The previous CAC Meeting minutes were included in the August Commission Meeting packet for your review.

Insurance Renewals:

The Port has renewed the following insurance policies:

Insurance Policy	Covered Risks	Expiring Annual Premium	Renewal Annual Premium
Fidelity Bond	Public employee dishonesty, fraud, theft, embezzlement and forgery – increased coverage to \$125,000	\$491.00	\$514.00
Railroad Liability	Railroad operations, FELA claims, third party bodily injury & property damage, railroad accident pollution, etc.	\$97,623.52	\$105,040.39
Railroad Locomotives	Physical loss or damage to owned or leased locomotives	\$11,700.73	\$20,617.31
Public Officials Liability / Employment Practices Liability	Railroad public official and employee practices wrongful acts	\$21,010.03	\$19,178.97



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Director of Finance
DATE: October 14, 2019
SUBJECT: Accounting & Finance Management Report

We hereby present August and August Year-to-Date [2 months] financial results for the Port.

Operating Revenue:

Total operating revenues were \$410K or \$16K less than budget. Charleston revenues increased this period and were \$18K greater than budget. Rail Operations revenues continue to be impacted by lower than projected car movements, which affected the management fee and surcharge revenues projected for this period.

Operating Expense:

Operating expenses totaled \$783K, which was \$362K greater than budget. All departments remained within budget this month with the exception of Administration. This budget overrun is directly related to the increase of legal expenses related to arbitration.

Operating Result:

The Port ended August with a \$373K deficit against a planned surplus of \$5K which exceeds plan by \$378K. All departments performed better than plan except for Administration and Rail Operations.

Other Income & Expense:

Total other revenues totaled \$59K; which is \$35K less than budget. This revenue shortage is due to a timing issue. Other expenses totaled \$18K in August, which was \$97K less than plan due to the timing of capital projects.

Net Result & Year to Date:

August net result amounted to a loss of \$333K compared to a budgeted loss of \$17K resulting in a \$316K negative variance. This loss can be attributed to the lower revenues received and the increase in legal fees for this period. Charleston's performance this period improves their progress year to date and their operating result is within 1% of plan. 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 September month end were \$3,705,935.72 which is a decrease of \$90,116.47 from August with interest earnings of \$5,531.38. 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 dropped from 2.64% pa. to 2.57% pa.

This month our focus remains on completing the audit. The audit team from Moss Adams was in our office to complete field work on the week of October 7, 2019. They were here to conduct testing and review the schedules we provided. They will return during the week of October 21, 2019 to focus on the additional requirements of schedule one audit.

Financial Report - Actual vs. Budget - General Fund
For Period Ending Aug 2019



	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Jul 2019 - Jun 2020					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Prior FYTD vs Current FYTD	\$ Diff	% Diff	Projected	Budget	% Diff
1 Operating Income																	
2 Administration	1,360	2,027	(667)	(33%)	1,350	10	1%	2,720	4,054	(1,334)	(33%)	2,700	20	1%	22,984	24,318	(5%)
3 External Affairs	150	0	150	-	192	(42)	(22%)	190	0	190	-	192	(2)	(1%)	190	0	-
5 Port Operations	61,316	63,608	(2,292)	(4%)	58,618	2,698	5%	124,474	127,216	(2,743)	(2%)	119,050	5,424	5%	760,554	763,296	(0%)
6 Railroad Operations	83,771	115,811	(32,040)	(28%)	426,693	(342,922)	(80%)	156,478	231,260	(74,782)	(32%)	831,451	(674,973)	(81%)	999,108	1,073,890	(7%)
8 Charleston Operations																	
9 Building & Dock Leases	15,790	18,348	(2,558)	(14%)	18,298	(2,507)	(14%)	31,581	36,696	(5,115)	(14%)	34,407	(2,826)	(8%)	215,055	220,170	(2%)
10 Property Agreements	0	0	0	-	240	(240)	(100%)	0	0	0	-	480	(480)	(100%)	0	0	-
11 Marina	106,362	92,850	13,512	15%	93,327	13,035	14%	187,734	180,014	7,720	4%	183,887	3,847	2%	975,340	967,620	1%
12 Shipyard	16,143	17,381	(1,238)	(7%)	17,976	(1,833)	(10%)	32,526	36,336	(3,810)	(10%)	40,262	(7,736)	(19%)	245,190	249,000	(2%)
13 RV Park	58,214	48,317	9,897	20%	47,331	10,883	23%	111,362	108,300	3,062	3%	105,464	5,898	6%	318,062	315,000	1%
14 Ice Plant	55,585	54,877	708	1%	59,725	(4,140)	(7%)	103,398	118,671	(15,273)	(13%)	130,942	(27,545)	(21%)	284,727	300,000	(5%)
16 Travel Lift	4,962	4,223	739	17%	5,319	(358)	(7%)	8,053	9,511	(1,458)	(15%)	7,761	292	4%	53,542	55,000	(3%)
17 Other	6,507	9,033	(2,526)	(28%)	490	6,017	1229%	10,298	17,268	(6,970)	(40%)	1,390	8,907	641%	67,430	74,400	(9%)
18 Total Charleston Operations	263,562	245,029	18,533	8%	242,705	20,857	9%	484,951	506,796	(21,845)	(4%)	504,593	(19,642)	(4%)	2,159,345	2,181,190	(1%)
19 Total Operating Income	410,159	426,475	(16,316)	(4%)	729,558	(319,399)	(44%)	768,811	869,326	(100,515)	(12%)	1,457,985	(689,174)	(47%)	3,942,179	4,042,694	(2%)
21 Operating Expenses																	
22 Administration	506,379	121,543	(384,836)	(317%)	91,755	(414,624)	(452%)	753,699	243,086	(510,613)	(210%)	205,509	(548,191)	(267%)	2,031,906	1,521,293	(34%)
23 External Affairs	27,557	40,684	13,127	32%	39,069	11,512	29%	57,930	81,368	23,438	29%	76,495	18,564	(24%)	485,793	509,231	(5%)
24 Port Development	25,272	27,373	2,101	8%	10,337	(14,935)	(144%)	44,884	54,746	9,862	18%	33,595	(11,289)	34%	342,773	352,635	(3%)
25 Port Operations	20,757	27,307	6,550	24%	20,155	(602)	(3%)	41,462	54,614	13,152	24%	34,331	(7,130)	21%	332,078	345,230	(4%)
26 Railroad Operations	14,450	17,429	2,979	17%	338,368	323,918	96%	25,384	34,858	9,474	27%	657,977	632,593	(9%)	209,831	219,305	(4%)
27 Dredge Operations	0	0	0	-	3,990	3,990	100%	0	0	0	-	7,838	7,838	(100%)	0	0	-
28 Charleston Operations	189,053	187,374	(1,679)	(1%)	208,908	19,855	10%	354,557	374,748	20,191	5%	376,597	22,040	(6%)	2,264,009	2,284,200	(1%)
29 Total Expenses	783,468	421,710	(361,758)	(86%)	712,582	(70,887)	(10%)	1,277,917	843,420	(434,497)	(52%)	1,392,342	114,425	8%	5,666,391	5,231,894	(8%)
31 Operating Results																	
32 Administration	(505,019)	(119,516)	(385,503)	323%	(90,405)	(414,614)	459%	(750,980)	(239,032)	(511,948)	214%	(202,808)	(548,171)	270%	(2,008,923)	(1,496,975)	34%
33 External Affairs	(27,407)	(40,684)	13,277	(33%)	(38,877)	11,470	(30%)	(57,740)	(81,368)	23,628	(29%)	(76,303)	18,562	(24%)	(485,603)	(509,231)	(5%)
34 Port Development	(25,272)	(27,373)	2,101	(8%)	(10,337)	(14,935)	144%	(44,884)	(54,746)	9,862	(18%)	(33,595)	(11,289)	34%	(342,773)	(352,635)	(3%)
35 Port Operations	40,559	36,301	4,258	12%	38,463	2,096	5%	83,012	72,602	10,410	14%	84,718	(1,707)	(2%)	428,476	418,066	2%
36 Railroad Operations	69,321	98,382	(29,061)	(30%)	88,325	(19,004)	(22%)	131,093	196,402	(65,309)	(33%)	173,474	(42,380)	(24%)	789,276	854,585	(8%)
37 Dredge Operations	0	0	0	-	(3,990)	3,990	(100%)	0	0	0	-	(7,838)	7,838	(100%)	0	0	-
38 Charleston Operations	74,509	57,655	16,854	29%	33,797	40,712	120%	130,394	132,048	(1,654)	(1%)	127,996	2,398	2%	(104,664)	(103,010)	2%
39 Totals Operating Results	(373,309)	4,765	(378,074)	(7934%)	16,976	(390,286)	(2299%)	(509,105)	25,906	(535,011)	(2065%)	65,643	(574,749)	(876%)	(1,724,211)	(1,189,200)	45%
41 Tax Collected	9,797	9,036	761	8%	10,634	(838)	(8%)	30,149	26,834	3,315	12%	32,190	(2,041)	(6%)	1,777,315	1,774,000	0%
42 Financial Income	13,667	14,874	(1,207)	(8%)	13,602	65	0%	28,667	29,748	(1,081)	(4%)	27,863	803	3%	220,830	221,911	(0%)
43 Grant Income	5,175	55,064	(49,889)	(91%)	0	5,175	-	6,140	110,128	(103,988)	(94%)	5,671	469	8%	324,992	428,980	(24%)
44 Loan Receipts	-	15,000	(15,000)	(100%)	0	0	-	0	30,000	(30,000)	(100%)	0	0	-	60,000	90,000	(33%)
45 Other Income	30,084	0	30,084	-	1	30,083	3008329%	30,174	0	30,174	-	30,880	(705)	(2%)	30,174	0	-
46 Total Other Income	58,723	93,974	(35,251)	(38%)	24,237	34,485	142%	95,130	196,710	(101,580)	(52%)	96,604	(1,473)	(2%)	2,413,312	2,514,891	(4%)
48 Financial Expenses & Taxes	2,651	6,916	4,265	(62%)	3,128	477	(15%)	5,431	13,832	8,401	(61%)	4,881	(550)	11%	74,599	83,000	10%
49 Debt Service	4,298	11,375	7,077	(62%)	0	(4,298)	-	10,688	22,750	12,062	(53%)	4,360	(6,329)	145%	911,433	923,495	1%
50 Capital Outlays	11,862	97,955	86,093	(88%)	4,883	(6,980)	143%	14,519	195,910	181,391	(93%)	14,405	(114)	1%	545,334	726,725	25%
51 Interfund Transfers	0	0	0	-	0	0	-	25,600	0	(25,600)	-	0	(25,600)	-	1,423,600	1,398,000	(2%)
52 Total Other Expenses	18,811	116,246	97,435	(84%)	8,010	(10,800)	135%	56,239	232,492	176,253	(76%)	23,646	(32,593)	138%	2,954,967	3,131,220	6%
54 Net Result	(333,398)	(17,507)	(315,890)	1804%	33,203	(366,601)	(1104%)	(470,214)	(9,876)	(460,338)	4661%	138,601	(608,815)	(439%)	(2,265,867)	(1,805,529)	25%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date						Year End					
	Aug 2019		\$ Diff	% Diff	Aug 2018		% Diff	Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD			Jul 2019 - Jun 2020				
	Actual	Budget			Actual	\$ Diff		Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff		
Operating Income																			
4005 Building & Dock Leases	360	360	(0)	0%	350	10	3%	720	720	(0)	0%	700	20	3%	4,318	4,318	0%		
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	2,000	2,000	0	0%	2,000	0	0%	12,000	12,000	0%		
4290 Other	0	667	(667)	-100%	0	(0)	-100%	0	1,334	(1,334)	-100%	0	(0)	-100%	6,666	8,000	-17%		
Total Operating Income	1,360	2,027	(667)	-33%	1,350	10	1%	2,720	4,054	(1,334)	-33%	2,700	20	1%	22,984	24,318	-5%		
Expenses																			
Personnel Services																			
5005 Salaries	41,823	45,637	3,814	8%	38,813	(3,010)	-8%	71,750	91,274	19,524	21%	67,791	(3,959)	-6%	573,934	593,458	3%		
5015 Overtime	0	0	0	-	40	40	100%	0	0	0	-	73	73	100%	0	0	-		
5020 Car Allowance	0	0	0	-	462	462	100%	0	0	0	-	808	808	100%	0	0	-		
5050 Merit Pool	0	1,621	1,621	100%	0	0	-	0	3,242	3,242	100%	0	0	-	17,843	21,085	15%		
Total Compensation	41,823	47,258	5,435	12%	39,314	(2,509)	-6%	71,750	94,516	22,766	24%	68,672	(3,078)	-4%	591,777	614,543	4%		
5100 Federal Payroll taxes	2,993	3,219	226	7%	2,967	(26)	-1%	5,242	6,438	1,196	19%	5,182	(60)	-1%	40,667	41,863	3%		
5105 State Payroll taxes	10	0	(10)	-	12	2	18%	17	0	(17)	-	21	4	21%	17	0	-		
5110 Unemployment Insurance	261	545	284	52%	270	9	3%	452	1,090	638	59%	518	66	13%	6,447	7,085	9%		
5115 Workers compensation	85	93	8	9%	84	(1)	-1%	170	186	16	9%	167	(2)	-1%	1,195	1,211	1%		
Total Payroll Taxes	3,349	3,857	508	13%	3,332	(16)	0%	5,881	7,714	1,833	24%	5,889	8	0%	48,326	50,159	4%		
5200 Medical insurance	3,927	5,126	1,199	23%	3,638	(289)	-8%	3,927	10,252	6,325	62%	8,149	4,222	52%	55,192	61,517	10%		
5205 Dental insurance	668	951	283	30%	674	7	1%	1,335	1,902	567	30%	1,349	14	1%	10,848	11,415	5%		
5215 Term life insurance	648	82	(566)	-691%	284	(365)	-128%	964	164	(800)	-488%	502	(462)	-92%	1,783	983	-81%		
5220 Long Term Disability insurance	0	295	295	100%	0	0	-	0	590	590	100%	0	0	-	2,950	3,540	17%		
5225 PERS Employee Contributions	7,434	8,686	1,252	14%	5,100	(2,334)	-46%	14,862	17,372	2,510	14%	10,163	(4,699)	-46%	110,439	112,949	2%		
5230 PERS Employer Contributions	2,337	2,730	393	14%	2,186	(151)	-7%	4,671	5,460	789	14%	4,356	(316)	-7%	34,711	35,500	2%		
Total Insured Benefits	15,014	17,870	2,856	16%	11,881	(3,132)	-26%	25,760	35,740	9,980	28%	24,519	(1,241)	-5%	215,924	225,904	4%		
Total Personnel Services	60,185	68,985	8,800	13%	54,528	(5,657)	-10%	103,391	137,970	34,579	25%	99,080	(4,311)	-4%	856,027	890,606	4%		
Goods & Services																			
6005 Seminars & training	0	2,413	2,413	100%	0	0	-	650	4,826	4,176	87%	550	(100)	-18%	24,774	28,950	14%		
6010 Educational reimbursement	0	1,417	1,417	100%	568	568	100%	582	2,834	2,252	79%	568	(14)	-2%	14,748	17,000	13%		
Total Staff Training	0	3,830	3,830	100%	568	568	100%	1,232	7,660	6,428	84%	1,118	(114)	-10%	39,522	45,950	14%		
6020 Travel - airfare	0	250	250	100%	0	0	-	0	500	500	100%	0	0	-	2,500	3,000	17%		
6025 Travel - lodging & transportation	358	333	(25)	-7%	0	(358)	-	358	666	308	46%	271	(87)	-32%	3,692	4,000	8%		
6030 Travel - Per Diem & mileage reimbursement	134	292	158	54%	147	13	9%	402	584	182	31%	312	(90)	-29%	3,318	3,500	5%		
6035 Meals & Entertainment	99	567	468	83%	70	(29)	-41%	749	1,134	385	34%	392	(357)	-91%	6,415	6,800	6%		
Total Travel & Entertainment	590	1,442	852	59%	217	(373)	-172%	1,508	2,884	1,376	48%	975	(533)	-55%	15,924	17,300	8%		

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date						Year End			
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD			Jul 2019 - Jun 2020		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6050 Office supplies	899	1,000	101	10%	431	(469)	-109%	1,917	2,000	83	4%	1,996	79	4%	11,917	12,000	1%
6055 Kitchen supplies	405	417	12	3%	427	21	5%	636	834	198	24%	758	121	16%	4,802	5,000	4%
6060 IT supplies	250	625	375	60%	23	(227)	-987%	444	1,250	806	65%	47	(397)	-845%	6,694	7,500	11%
6070 Postage & courier services	754	333	(421)	-126%	448	(307)	-68%	1,287	666	(621)	-93%	448	(840)	-188%	4,621	4,000	-16%
6080 Office lease	7,726	7,917	191	2%	5,931	(1,796)	-30%	15,453	15,834	381	2%	11,861	(3,591)	-30%	94,619	95,000	0%
6085 Office equipment lease	0	168	168	100%	0	0	-	0	336	336	100%	504	504	100%	1,679	2,015	17%
6090 IT SW subscriptions & licenses	8,837	10,417	1,580	15%	8,497	(340)	-4%	17,432	20,834	3,402	16%	15,829	(1,603)	-10%	121,598	125,000	3%
6095 Commission expenses	622	375	(247)	-66%	0	(622)	-	913	750	(163)	-22%	0	(913)	-	4,663	4,500	-4%
Total Office Expense	19,842	21,669	1,827	8%	15,911	(3,930)	-25%	38,584	43,338	4,754	11%	31,823	(6,761)	-21%	255,261	260,015	2%
6100 Telephone - landline	374	550	176	32%	418	44	10%	768	1,100	332	30%	879	111	13%	6,268	6,600	5%
6105 Telephone - mobile	480	805	325	40%	584	104	18%	1,102	1,610	508	32%	1,140	38	3%	9,152	9,660	5%
6110 Internet services	604	608	4	1%	604	0	0%	1,207	1,216	9	1%	1,207	0	0%	7,291	7,300	0%
6115 Cable TV	55	53	(2)	-4%	43	(12)	-28%	111	106	(5)	-4%	86	(24)	-28%	635	630	-1%
6130 Electricity	597	700	103	15%	566	(31)	-5%	1,142	1,400	258	18%	1,063	(79)	-7%	8,142	8,400	3%
Total Utilities	2,110	2,716	606	22%	2,215	105	5%	4,330	5,432	1,102	20%	4,376	46	1%	31,488	32,590	3%
6205 Janitorial services	484	485	2	0%	373	(111)	-30%	967	970	3	0%	746	(221)	-30%	5,817	5,820	0%
6215 Payroll services	614	775	161	21%	504	(110)	-22%	935	1,550	615	40%	818	(117)	-14%	8,690	9,305	7%
6245 Legal advertising	0	250	250	100%	0	0	-	73	500	427	85%	92	18	20%	2,573	3,000	14%
6250 Legal services	421,058	12,500	(408,558)	-3268%	5,918	(415,140)	-7015%	599,510	25,000	(574,510)	-2298%	52,801	(546,708)	-1035%	724,510	150,000	-383%
6255 Auditing	0	4,583	4,583	100%	9,775	9,775	100%	0	9,166	9,166	100%	9,775	9,775	100%	45,834	55,000	17%
6260 Consulting services	0	583	583	100%	0	0	-	0	1,166	1,166	100%	0	0	-	5,834	7,000	17%
6265 Recruiting services	10	833	823	99%	249	239	96%	20	1,666	1,646	99%	915	895	98%	8,354	10,000	16%
6290 Commercial insurance	1,484	1,526	42	3%	1,367	(117)	-9%	2,964	3,052	88	3%	2,734	(231)	-8%	18,229	18,317	0%
Total Professional Services	423,649	21,535	(402,114)	-1867%	18,186	(405,463)	-2230%	604,469	43,070	(561,399)	-1303%	67,881	(536,588)	-790%	819,841	258,442	-217%
6351 Awards & Recognitions	0	271	271	100%	0	0	-	0	542	542	100%	125	125	100%	2,708	3,250	17%
Total Marketing Expense	0	271	271	100%	0	0	-	0	542	542	100%	125	125	100%	2,708	3,250	17%
6450 Fuel - Gas	0	250	250	100%	0	0	-	0	500	500	100%	0	0	-	2,500	3,000	17%
Total Operational Expense	0	850	850	100%	0	0	-	0	1,700	1,700	100%	0	0	-	8,500	10,200	17%
6500 Repairs & maintenance equipment	0	0	0	-	131	131	100%	182	0	(182)	-	131	(52)	-40%	182	0	-
6505 Repairs & maintenance vehicles	3	120	117	98%	0	(3)	-	3	240	237	99%	0	(3)	-	1,203	1,440	16%
6510 Repairs & maintenance buildings	0	125	125	100%	0	0	-	0	250	250	100%	0	0	-	1,250	1,500	17%
Total Repair and Maintenance	3	245	242	99%	131	128	98%	185	490	305	62%	131	(55)	-42%	2,635	2,940	10%
Total Goods & Services	446,194	52,558	(393,636)	-749%	37,227	(408,967)	-1099%	650,309	105,116	(545,193)	-519%	106,429	(543,880)	-511%	1,175,880	630,687	-86%
Total Expenses	506,379	121,543	(384,836)	-317%	91,755	(414,624)	-452%	753,699	243,086	(510,613)	-210%	205,509	(548,191)	-267%	2,031,906	1,521,293	-34%
Operating Results	(505,019)	(119,516)	(385,503)	323%	(90,405)	(414,614)	459%	(750,980)	(239,032)	(511,948)	214%	(202,808)	(548,171)	270%	(2,008,923)	(1,496,975)	34%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date						Year End				
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD		Jul 2019 - Jun 2020				
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Projected	Budget	% Diff	
Other Income & Expenses																		
Other Income																		
4405 Property Taxes - Current Year	4,706	6,337	(1,631)	-26%	6,190	(1,483)	-24%	11,926	17,983	(6,057)	-34%	17,565	(5,639)	-32%	1,717,943	1,724,000	0%	
4410 Property Taxes - Prior Years	5,090	2,699	2,391	89%	4,445	646	15%	18,201	8,851	9,350	106%	14,576	3,625	25%	59,350	50,000	19%	
4505 Interest - Bank	6,293	7,500	(1,207)	-16%	6,228	65	1%	13,919	15,000	(1,081)	-7%	13,115	803	6%	88,919	90,000	-1%	
4506 Interest - Southport Note	2,201	2,201	0	0%	2,354	(153)	-6%	4,415	4,415	0	0%	4,720	(305)	-6%	25,711	25,711	0%	
4515 Principal Repayment - Southport Note	5,173	5,173	0	0%	5,020	153	3%	10,332	10,332	0	0%	10,028	305	3%	62,776	62,776	0%	
4905 Other	2	0	2	-	0	2	-	2	0	2	-	1	0	33%	2	0	-	
Total Other Income	23,465	23,910	(445)	-2%	24,236	(772)	-3%	58,795	56,582	2,213	4%	60,005	(1,210)	-2%	1,954,701	1,952,487	0%	
Other Expenses																		
Taxes & Misc Expenses																		
6720 Property Tax - Sublet Facilities	0	0	0	-	173	173	100%	0	0	0	-	173	173	100%	0	0	-	
6740 Merchant fees	3,182	1,833	(1,349)	-74%	2,980	(202)	-7%	5,456	3,666	(1,790)	-49%	5,303	(152)	-3%	23,790	22,000	-8%	
6745 Banking fees	(531)	83	614	740%	(25)	506	-2038%	(24)	166	190	115%	(25)	(1)	2%	810	1,000	19%	
6995 Budget Contingency	0	4,167	4,167	100%	0	0	-	0	8,334	8,334	100%	0	0	-	41,666	50,000	17%	
Total Taxes & Misc Expenses	2,651	6,083	3,432	56%	3,128	477	15%	5,431	12,166	6,735	55%	5,452	20	0%	66,265	73,000	9%	
Debt Services																		
9005 Transfers out	0	0	0	-	0	0	-	25,600	0	(25,600)	-	0	(25,600)	-	1,423,600	1,398,000	-2%	
Total Debt Services	0	0	0	-	0	0	-	25,600	0	(25,600)	-	0	(25,600)	-	1,423,600	1,398,000	-2%	
Total Other Expenses	2,651	6,083	3,432	56%	3,128	477	15%	31,032	12,166	(18,866)	-155%	5,452	(25,580)	-469%	1,489,866	1,471,000	-1%	
Net Other Income	20,814	17,827	2,987	17%	21,109	(294)	-1%	27,763	44,416	(16,653)	-37%	54,554	(26,790)	-49%	464,835	481,487	-3%	
Net Result	(484,205)	(101,689)	(382,516)	376%	(69,296)	(414,908)	599%	(723,216)	(194,616)	(528,600)	272%	(148,255)	(574,962)	388%	(1,544,088)	(1,015,488)	52%	

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

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



External Affairs	Current Period				Same Month Last Year			Year to Date						Year End			
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD		Jul 2019 - Jun 2020			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4180 Merchandise	150	0	150	-	192	(42)	-22%	190	0	190	-	192	(2)	-1%	190	0	-
Total Operating Income	150	0	150	-	192	(42)	-22%	190	0	190	-	192	(2)	-1%	190	0	-
Expenses																	
Personnel Services																	
5005 Salaries	9,617	16,229	6,612	41%	18,205	8,588	47%	16,358	32,458	16,100	50%	31,793	15,435	49%	194,941	211,041	8%
5020 Car Allowance	0	0	0	-	692	692	100%	0	0	0	-	1,211	1,211	100%	0	0	-
Total Compensation	9,617	16,229	6,612	41%	18,898	9,280	49%	16,358	32,458	16,100	50%	33,004	16,647	50%	194,941	211,041	8%
5100 Federal Payroll taxes	729	1,242	513	41%	1,427	698	49%	1,240	2,484	1,244	50%	2,491	1,252	50%	14,901	16,145	8%
5105 State Payroll taxes	4	0	(4)	-	6	3	40%	6	0	(6)	-	11	5	44%	6	0	-
5110 Unemployment Insurance	110	218	108	50%	78	(32)	-41%	241	436	195	45%	184	(57)	-31%	2,635	2,830	7%
5115 Workers compensation	49	34	(15)	-43%	44	(5)	-11%	98	68	(30)	-43%	88	(9)	-11%	469	439	-7%
Total Payroll Taxes	891	1,494	603	40%	1,555	664	43%	1,584	2,988	1,404	47%	2,774	1,190	43%	18,010	19,414	7%
5200 Medical insurance	1,453	2,770	1,317	48%	2,220	768	35%	2,905	5,540	2,635	48%	4,441	1,536	35%	30,601	33,236	8%
5205 Dental insurance	154	337	183	54%	262	107	41%	309	674	365	54%	523	215	41%	3,679	4,044	9%
5215 Term life insurance	91	35	(56)	-160%	154	63	41%	94	70	(24)	-34%	297	203	68%	445	421	-6%
5220 Long Term Disability insurance	0	101	101	100%	0	0	-	0	202	202	100%	0	0	-	1,014	1,216	17%
5225 PERS Employee Contributions	1,836	2,467	631	26%	2,646	810	31%	3,614	4,934	1,320	27%	5,273	1,658	31%	30,757	32,077	4%
5230 PERS Employer Contributions	577	775	198	26%	1,134	557	49%	1,136	1,550	414	27%	2,260	1,124	50%	9,668	10,082	4%
Total Insured Benefits	4,111	6,485	2,374	37%	6,415	2,304	36%	8,058	12,970	4,912	38%	12,794	4,736	37%	76,164	81,076	6%
Total Personnel Services	14,620	24,208	9,588	40%	26,868	12,248	46%	26,000	48,416	22,416	46%	48,573	22,573	46%	289,115	311,531	7%
Goods & Services																	
6010 Educational reimbursement	0	0	0	-	0	0	-	6,000	0	(6,000)	-	0	(6,000)	-	6,000	0	-
Total Staff Training	0	0	0	-	0	0	-	6,000	0	(6,000)	-	0	(6,000)	-	6,000	0	-
6020 Travel - airfare	0	333	333	100%	0	0	-	0	666	666	100%	0	0	-	3,334	4,000	17%
6025 Travel - lodging & transportation	0	542	542	100%	0	0	-	0	1,084	1,084	100%	0	0	-	5,416	6,500	17%
6030 Travel - Per Diem & mileage reimbursement	259	542	283	52%	0	(259)	-	259	1,084	825	76%	125	(133)	-106%	5,675	6,500	13%
6035 Meals & Entertainment	0	417	417	100%	240	240	100%	72	834	762	91%	292	220	75%	4,238	5,000	15%
Total Travel & Entertainment	259	1,834	1,575	86%	240	(19)	-8%	331	3,668	3,337	91%	417	86	21%	18,663	22,000	15%
6050 Office supplies	49	42	(7)	-17%	27	(22)	-80%	98	84	(14)	-16%	27	(71)	-260%	514	500	-3%
6075 Memberships & dues	2,286	3,333	1,047	31%	1,381	(905)	-66%	5,819	6,666	847	13%	2,262	(3,557)	-157%	39,153	40,000	2%
6077 Subscriptions	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6090 IT SW subscriptions & licenses	0	0	0	-	13	13	100%	0	0	0	-	26	26	100%	0	0	-
Total Office Expense	2,335	3,375	1,040	31%	1,421	(914)	-64%	5,916	6,750	834	12%	2,315	(3,602)	-156%	39,666	40,500	2%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: External Affairs

Location: All

Budget: Adopted



External Affairs	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6260 Consulting services	0	833	833	100%	0	0	-	0	1,666	1,666	100%	0	0	-	8,334	10,000	17%
6270 Contracted Services	16	0	(16)	-	0	(16)	-	16	0	(16)	-	0	(16)	-	16	0	-
6290 Commercial insurance	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
Total Professional Services	16	833	817	98%	0	(16)	-	16	1,666	1,650	99%	0	(16)	-	8,350	10,000	17%
6305 Promotional items	0	0	0	-	27	27	100%	0	0	0	-	27	27	100%	0	0	-
6310 Marketing supplies	0	667	667	100%	8	8	100%	1,090	1,334	244	18%	1,346	256	19%	7,756	8,000	3%
6315 Advertising	4,446	1,667	(2,779)	-167%	1,318	(3,129)	-237%	5,894	3,334	(2,560)	-77%	8,657	2,762	32%	22,560	20,000	-13%
6320 Cargo recruitment & development	0	833	833	100%	1,710	1,710	100%	0	1,666	1,666	100%	1,710	1,710	100%	8,334	10,000	17%
6340 Legislative support	5,881	6,667	786	12%	6,227	346	6%	12,683	13,334	651	5%	12,200	(483)	-4%	79,349	80,000	1%
6345 Community affairs	0	600	600	100%	1,250	1,250	100%	0	1,200	1,200	100%	1,250	1,250	100%	6,000	7,200	17%
Total Marketing Expense	10,327	10,434	107	1%	10,540	213	2%	19,667	20,868	1,201	6%	25,190	5,523	22%	123,999	125,200	1%
Total Goods & Services	12,937	16,476	3,539	21%	12,201	(736)	-6%	31,930	32,952	1,022	3%	27,922	(4,008)	-14%	196,678	197,700	1%
Total Expenses	27,557	40,684	13,127	32%	39,069	11,512	29%	57,930	81,368	23,438	29%	76,495	18,564	24%	485,793	509,231	5%
Operating Results	(27,407)	(40,684)	13,277	-33%	(38,877)	11,470	-30%	(57,740)	(81,368)	23,628	-29%	(76,303)	18,562	-24%	(485,603)	(509,231)	-5%
Other Income & Expenses																	
Other Income																	
Net Result	(27,407)	(40,684)	13,277	-33%	(38,877)	11,470	-30%	(57,740)	(81,368)	23,628	-29%	(76,303)	18,562	-24%	(485,603)	(509,231)	-5%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: Port Development

Location: All

Budget: Adopted



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				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																	
Expenses																	
Personnel Services																	
5005 Salaries	18,402	18,551	149	1%	6,576	(11,826)	-180%	30,118	37,102	6,984	19%	11,484	(18,633)	-162%	234,256	241,240	3%
5020 Car Allowance	0	0	0	-	231	231	100%	0	0	0	-	404	404	100%	0	0	-
Total Compensation	18,402	18,551	149	1%	6,807	(11,595)	-170%	30,118	37,102	6,984	19%	11,888	(18,229)	-153%	234,256	241,240	3%
5100 Federal Payroll taxes	1,408	1,419	11	1%	478	(930)	-195%	2,304	2,838	534	19%	834	(1,470)	-176%	17,921	18,455	3%
5105 State Payroll taxes	6	0	(6)	-	2	(3)	-150%	9	0	(9)	-	4	(5)	-131%	9	0	-
5110 Unemployment Insurance	202	218	16	8%	0	(202)	-	398	436	38	9%	0	(398)	-	2,792	2,830	1%
5115 Workers compensation	41	43	2	4%	40	(1)	-3%	83	86	3	4%	80	(2)	-3%	552	555	1%
Total Payroll Taxes	1,656	1,680	24	1%	520	(1,136)	-218%	2,794	3,360	566	17%	918	(1,875)	-204%	21,274	21,840	3%
5200 Medical insurance	1,020	2,357	1,337	57%	1,346	326	24%	2,041	4,714	2,673	57%	2,220	180	8%	25,607	28,280	9%
5205 Dental insurance	100	277	177	64%	156	56	36%	199	554	355	64%	262	62	24%	2,972	3,327	11%
5215 Term life insurance	103	35	(68)	-195%	6	(97)	-1561%	103	70	(33)	-48%	105	2	2%	454	421	-8%
5220 Long Term Disability insurance	0	116	116	100%	0	0	-	0	232	232	100%	0	0	-	1,158	1,390	17%
5225 PERS Employee Contributions	2,279	2,910	631	22%	953	(1,326)	-139%	4,539	5,820	1,281	22%	1,899	(2,640)	-139%	36,562	37,843	3%
5230 PERS Employer Contributions	716	915	199	22%	408	(308)	-75%	1,427	1,830	403	22%	814	(613)	-75%	11,491	11,894	3%
Total Insured Benefits	4,219	6,610	2,391	36%	2,870	(1,349)	-47%	8,309	13,220	4,911	37%	5,301	(3,009)	-57%	78,244	83,155	6%
Total Personnel Services	24,277	26,841	2,564	10%	10,197	(14,080)	-138%	41,221	53,682	12,461	23%	18,107	(23,114)	-128%	333,774	346,235	4%
Goods & Services																	
6020 Travel - airfare	0	83	83	100%	0	0	-	60	166	106	64%	0	(60)	-	894	1,000	11%
6025 Travel - lodging & transportation	0	83	83	100%	0	0	-	1,526	166	(1,360)	-819%	0	(1,526)	-	2,360	1,000	-136%
6030 Travel - Per Diem & mileage reimbursement	546	250	(296)	-119%	0	(546)	-	1,573	500	(1,073)	-215%	0	(1,573)	-	4,073	3,000	-36%
6035 Meals & Entertainment	150	0	(150)	-	0	(150)	-	170	0	(170)	-	0	(170)	-	170	0	-
Total Travel & Entertainment	696	416	(280)	-67%	0	(696)	-	3,329	832	(2,497)	-300%	0	(3,329)	-	7,497	5,000	-50%
6260 Consulting services	0	0	0	-	0	0	-	0	0	0	-	15,324	15,324	100%	0	0	-
6290 Commercial insurance	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
Total Professional Services	0	0	0	-	0	0	-	0	0	0	-	15,324	15,324	100%	0	0	-
6415 Clothing	0	33	33	100%	140	140	100%	0	66	66	100%	140	140	100%	334	400	17%
6450 Fuel - Gas	124	83	(41)	-49%	0	(124)	-	159	166	7	4%	0	(159)	-	993	1,000	1%
Total Operational Expense	299	116	(183)	-157%	140	(159)	-113%	334	232	(102)	-44%	140	(194)	-139%	1,502	1,400	-7%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: Port Development

Location: All

Budget: Adopted



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6515 Repairs & maintenance land improvements	0	0	0	-	0	0	-	0	0	0	-	24	24	100%	0	0	-
Total Repair and Maintenance	0	0	0	-	0	0	-	0	0	0	-	24	24	100%	0	0	-
Total Goods & Services	995	532	(463)	-87%	140	(855)	-611%	3,663	1,064	(2,599)	-244%	15,488	11,825	76%	8,999	6,400	-41%
Total Expenses	25,272	27,373	2,101	8%	10,337	(14,935)	-144%	44,884	54,746	9,862	18%	33,595	(11,289)	-34%	342,773	352,635	3%
Operating Results	(25,272)	(27,373)	2,101	-8%	(10,337)	(14,935)	144%	(44,884)	(54,746)	9,862	-18%	(33,595)	(11,289)	34%	(342,773)	(352,635)	-3%
Other Income & Expenses																	
Other Income																	
4605 Grants Received - ODOT Lottery	0	11,867	(11,867)	-100%	0	0	-	965	23,734	(22,769)	-96%	5,671	(4,706)	-83%	119,631	142,400	-16%
Total Other Income	0	11,867	(11,867)	-100%	0	0	-	965	23,734	(22,769)	-96%	5,671	(4,706)	-83%	119,631	142,400	-16%
Other Expenses																	
Taxes & Misc Expenses																	
6745 Banking fees	0	833	833	100%	0	0	-	0	1,666	1,666	100%	0	0	-	8,334	10,000	17%
Total Taxes & Misc Expenses	0	833	833	100%	0	0	-	0	1,666	1,666	100%	0	0	-	8,334	10,000	17%
Debt Services																	
7010 Interest payment	4,298	11,375	7,077	62%	0	(4,298)	-	10,688	22,750	12,062	53%	0	(10,688)	-	124,438	136,500	9%
Total Debt Services	4,298	11,375	7,077	62%	0	(4,298)	-	10,688	22,750	12,062	53%	0	(10,688)	-	124,438	136,500	9%
Total Other Expenses	4,298	12,208	7,910	65%	0	(4,298)	-	10,688	24,416	13,728	56%	0	(10,688)	-	132,772	146,500	9%
Net Other Income	(4,298)	(341)	(3,957)	1160%	0	(4,298)	-	(9,723)	(682)	(9,041)	1326%	5,671	(15,394)	-271%	(13,141)	(4,100)	221%
Net Result	(29,570)	(27,714)	(1,856)	7%	(10,337)	(19,233)	186%	(54,607)	(55,428)	821	-1%	(27,924)	(26,683)	96%	(355,914)	(356,735)	0%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: Port Ops

Location: All

Budget: Adopted



Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				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	9,353	9,395	(42)	0%	8,944	410	5%	18,656	18,790	(134)	-1%	17,887	769	4%	112,611	112,745	0%
4010 Property Agreements	5,658	6,750	(1,092)	-16%	5,574	84	2%	13,207	13,500	(293)	-2%	12,962	245	2%	80,707	81,000	0%
4240 Project Management Fees	46,305	47,463	(1,158)	-2%	44,100	2,205	5%	92,610	94,926	(2,316)	-2%	88,200	4,410	5%	567,235	569,551	0%
Total Operating Income	61,316	63,608	(2,292)	-4%	58,618	2,698	5%	124,474	127,216	(2,743)	-2%	119,050	5,424	5%	760,554	763,296	0%
Expenses																	
Personnel Services																	
5005 Salaries	13,035	13,031	(4)	0%	12,345	(690)	-6%	22,313	26,062	3,749	14%	21,576	(736)	-3%	165,704	169,453	2%
5020 Car Allowance	0	0	0	-	462	462	100%	0	0	0	-	808	808	100%	0	0	-
Total Compensation	13,035	13,031	(4)	0%	12,806	(229)	-2%	22,313	26,062	3,749	14%	22,384	72	0%	165,704	169,453	2%
5100 Federal Payroll taxes	997	997	(0)	0%	980	(17)	-2%	1,707	1,994	287	14%	1,712	5	0%	12,676	12,963	2%
5105 State Payroll taxes	3	0	(3)	-	4	0	11%	6	0	(6)	-	7	1	17%	6	0	-
5110 Unemployment Insurance	0	145	145	100%	131	131	100%	71	290	219	75%	229	158	69%	1,668	1,887	12%
5115 Workers compensation	41	30	(11)	-38%	39	(2)	-6%	83	60	(23)	-38%	78	(4)	-6%	413	390	-6%
Total Payroll Taxes	1,042	1,172	130	11%	1,154	112	10%	1,867	2,344	477	20%	2,027	160	8%	14,763	15,240	3%
5200 Medical insurance	0	0	0	-	0	0	-	3,927	0	(3,927)	-	(945)	(4,872)	516%	3,927	0	-
5205 Dental insurance	204	223	19	8%	206	2	1%	409	446	37	8%	413	4	1%	2,638	2,675	1%
5215 Term life insurance	108	23	(85)	-370%	104	(4)	-4%	209	46	(163)	-355%	203	(7)	-3%	444	281	-58%
5220 Long Term Disability insurance	0	81	81	100%	0	0	-	0	162	162	100%	0	0	-	814	976	17%
5225 PERS Employee Contributions	2,488	2,488	(0)	0%	1,061	(1,428)	-135%	4,962	4,976	14	0%	2,114	(2,848)	-135%	32,334	32,348	0%
5230 PERS Employer Contributions	782	782	(0)	0%	455	(328)	-72%	1,560	1,564	4	0%	906	(654)	-72%	10,163	10,167	0%
Total Insured Benefits	3,583	3,597	14	0%	1,825	(1,758)	-96%	11,067	7,194	(3,873)	-54%	2,690	(8,377)	-311%	50,320	46,447	-8%
Total Personnel Services	17,660	17,800	140	1%	15,785	(1,875)	-12%	35,246	35,600	354	1%	27,101	(8,145)	-30%	230,786	231,140	0%
Goods & Services																	
6020 Travel - airfare	0	333	333	100%	0	0	-	1,002	666	(336)	-50%	0	(1,002)	-	4,336	4,000	-8%
6025 Travel - lodging & transportation	1,349	1,250	(99)	-8%	1,550	201	13%	1,349	2,500	1,151	46%	2,601	1,253	48%	13,849	15,000	8%
6030 Travel - Per Diem & mileage reimbursement	722	333	(389)	-117%	531	(191)	-36%	1,348	666	(682)	-102%	1,319	(29)	-2%	4,682	4,000	-17%
6035 Meals & Entertainment	0	21	21	100%	32	32	100%	0	42	42	100%	32	32	100%	208	250	17%
Total Travel & Entertainment	2,071	1,937	(134)	-7%	2,113	42	2%	3,698	3,874	176	5%	3,953	254	6%	23,074	23,250	1%
6130 Electricity	93	133	40	30%	197	104	53%	211	266	55	20%	386	175	45%	1,545	1,600	3%
6140 Garbage/Sanitation Collection	0	0	0	-	63	63	100%	0	0	0	-	63	63	100%	0	0	-
Total Utilities	93	133	40	30%	260	167	64%	211	266	55	20%	449	238	53%	1,545	1,600	3%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

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



Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6200 Temporary/Contract help	0	208	208	100%	0	0	-	0	416	416	100%	0	0	-	2,084	2,500	17%
6260 Consulting services	0	833	833	100%	0	0	-	0	1,666	1,666	100%	0	0	-	8,334	10,000	17%
6290 Commercial insurance	723	702	(21)	-3%	675	(49)	-7%	1,446	1,404	(42)	-3%	1,349	(97)	-7%	8,462	8,420	-1%
Total Professional Services	723	1,743	1,020	59%	675	(49)	-7%	1,446	3,486	2,040	59%	1,349	(97)	-7%	18,880	20,920	10%
6400 Small equipment & tools	0	42	42	100%	0	0	-	0	84	84	100%	0	0	-	416	500	17%
6405 Safety/hazardous materials	0	1,667	1,667	100%	0	0	-	601	3,334	2,733	82%	0	(601)	-	17,267	20,000	14%
6410 Signage	0	83	83	100%	0	0	-	0	166	166	100%	0	0	-	834	1,000	17%
6415 Clothing	0	42	42	100%	0	0	-	0	84	84	100%	0	0	-	416	500	17%
6430 Equipment Rental	0	167	167	100%	0	0	-	0	334	334	100%	0	0	-	1,666	2,000	17%
6450 Fuel - Gas	0	208	208	100%	100	100	100%	0	416	416	100%	100	100	100%	2,084	2,500	17%
Total Operational Expense	0	2,509	2,509	100%	100	100	100%	601	5,018	4,417	88%	100	(501)	-501%	25,683	30,100	15%
6505 Repairs & maintenance vehicles	0	60	60	100%	0	0	-	0	120	120	100%	0	0	-	600	720	17%
6510 Repairs & maintenance buildings	0	417	417	100%	0	0	-	0	834	834	100%	35	35	100%	4,166	5,000	17%
6515 Repairs & maintenance land improvements	0	1,667	1,667	100%	121	121	100%	0	3,334	3,334	100%	243	243	100%	16,666	20,000	17%
6520 Repairs & maintenance docks	0	833	833	100%	0	0	-	48	1,666	1,618	97%	0	(48)	-	8,382	10,000	16%
6575 Waterway Leases	0	208	208	100%	1,102	1,102	100%	0	416	416	100%	1,102	1,102	100%	2,084	2,500	17%
Total Repair and Maintenance	0	3,185	3,185	100%	1,222	1,222	100%	48	6,370	6,322	99%	1,379	1,331	96%	31,898	38,220	17%
Total Goods & Services	3,097	9,507	6,410	67%	4,370	1,273	29%	6,216	19,014	12,798	67%	7,230	1,015	14%	101,292	114,090	11%
Total Expenses	20,757	27,307	6,550	24%	20,155	(602)	-3%	41,462	54,614	13,152	24%	34,331	(7,130)	-21%	332,078	345,230	4%
Operating Results	40,559	36,301	4,258	12%	38,463	2,096	5%	83,012	72,602	10,410	14%	84,718	(1,707)	-2%	428,476	418,066	2%
Taxes & Misc Expenses																	
Net Result	40,559	36,301	4,258	12%	38,463	2,096	5%	83,012	72,602	10,410	14%	84,718	(1,707)	-2%	428,476	418,066	2%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: Charleston Ops

Location: All

Budget: Adopted



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	15,790	18,348	(2,558)	-14%	18,298	(2,507)	-14%	31,581	36,696	(5,115)	-14%	34,407	(2,826)	-8%	215,055	220,170	-2%
4010 Property Agreements	0	0	0	-	240	(240)	-100%	0	0	0	-	480	(480)	-100%	0	0	-
4100 Annual Moorage	43,407	48,059	(4,652)	-10%	41,045	2,361	6%	64,373	85,199	(20,826)	-24%	72,765	(8,392)	-12%	466,374	487,200	-4%
4105 Semi-Annual Moorage	2,673	810	1,863	230%	1,365	1,308	96%	6,971	1,697	5,274	311%	2,859	4,112	144%	33,694	28,420	19%
4110 Monthly Moorage	20,729	19,260	1,469	8%	18,638	2,091	11%	43,330	38,975	4,355	11%	37,718	5,612	15%	207,855	203,500	2%
4115 Transient Moorage	15,860	10,188	5,672	56%	9,737	6,123	63%	25,996	23,639	2,357	10%	22,591	3,405	15%	73,857	71,500	3%
4118 Work Dock	1,828	1,361	467	34%	1,524	304	20%	4,650	5,084	(434)	-9%	5,691	(1,041)	-18%	64,566	65,000	-1%
4120 Metered Utilities	354	0	354	-	185	168	91%	714	0	714	-	627	87	14%	714	0	-
4125 Launch Ramp	5,256	4,731	525	11%	4,465	791	18%	10,507	8,723	1,784	20%	8,232	2,275	28%	38,784	37,000	5%
4135 Storage Yard	3,410	3,345	65	2%	3,557	(147)	-4%	6,775	6,469	306	5%	6,879	(104)	-2%	37,306	37,000	1%
4140 Storage Unit	14,530	14,533	(3)	0%	14,092	438	3%	29,217	30,504	(1,287)	-4%	29,579	(362)	-1%	175,713	177,000	-1%
4145 Long Term Boat Storage	7,399	7,293	106	1%	7,349	50	1%	14,977	14,577	400	3%	14,688	289	2%	82,400	82,000	0%
4150 Short Term Boat Storage	1,896	3,600	(1,704)	-47%	4,149	(2,253)	-54%	3,343	6,536	(3,193)	-49%	7,534	(4,190)	-56%	36,807	40,000	-8%
4155 Boat Wash	390	0	390	-	65	325	500%	390	0	390	-	65	325	500%	390	0	-
4165 Space Rents	56,295	48,317	7,978	17%	45,890	10,405	23%	107,478	108,300	(822)	-1%	102,861	4,617	4%	314,178	315,000	0%
4173 Laundry	543	567	(24)	-4%	537	7	1%	1,284	1,334	(50)	-4%	1,262	23	2%	3,950	4,000	-1%
4175 Propane	737	1,224	(487)	-40%	1,199	(462)	-39%	1,526	2,367	(841)	-36%	2,318	(792)	-34%	9,159	10,000	-8%
4180 Merchandise	245	728	(483)	-66%	562	(317)	-56%	531	1,278	(747)	-58%	986	(455)	-46%	1,253	2,000	-37%
4185 Visitor Convention Bureau Fee	521	117	404	345%	0	521	-	967	234	733	313%	0	967	-	2,133	1,400	52%
4190 Ice	55,585	54,877	708	1%	59,725	(4,140)	-7%	103,398	118,671	(15,274)	-13%	129,156	(25,758)	-20%	284,727	300,000	-5%
4200 Boat Lifts	4,552	4,223	329	8%	4,880	(328)	-7%	7,957	9,511	(1,554)	-16%	10,990	(3,033)	-28%	53,446	55,000	-3%
4230 Environmental Fee	1,527	1,782	(255)	-14%	1,858	(331)	-18%	3,007	3,670	(663)	-18%	3,827	(820)	-21%	24,337	25,000	-3%
4235 Customer Discounts	(427)	0	(427)	-	(813)	386	-48%	(852)	0	(852)	-	(1,831)	979	-53%	(852)	0	-
4290 Other	10,461	2,083	8,378	402%	3,859	6,603	171%	16,830	4,166	12,664	304%	10,039	6,791	68%	37,664	25,000	51%
4295 Bad Debt Expense	0	(417)	417	-100%	300	(300)	-100%	0	(834)	834	-100%	871	(871)	-100%	(4,166)	(5,000)	-17%
Total Operating Income	263,562	245,029	18,533	8%	242,705	20,857	9%	484,951	506,796	(21,845)	-4%	504,593	(19,642)	-4%	2,159,345	2,181,190	-1%
Expenses																	
Personnel Services																	
5005 Salaries	59,866	61,269	1,403	2%	63,988	4,122	6%	107,645	122,538	14,893	12%	118,704	11,059	9%	781,841	796,734	2%
5010 Other compensation	734	0	(734)	-	722	(12)	-2%	3,377	0	(3,377)	-	1,321	(2,056)	-156%	3,377	0	-
5015 Overtime	3,801	1,319	(2,482)	-188%	4,186	385	9%	5,519	2,638	(2,881)	-109%	7,328	1,809	25%	20,033	17,152	-17%
5020 Car Allowance	0	0	0	-	462	462	100%	0	0	0	-	808	808	100%	0	0	-
Total Compensation	64,401	62,588	(1,813)	-3%	69,357	4,956	7%	116,540	125,176	8,636	7%	128,160	11,620	9%	805,250	813,886	1%
5100 Federal Payroll taxes	4,687	4,788	101	2%	5,102	415	8%	8,520	9,576	1,056	11%	9,462	943	10%	61,206	62,262	2%
5105 State Payroll taxes	26	0	(26)	-	31	6	18%	44	0	(44)	-	57	13	23%	44	0	-
5110 Unemployment Insurance	1,478	1,136	(342)	-30%	1,269	(209)	-16%	2,881	2,272	(609)	-27%	2,569	(311)	-12%	15,387	14,778	-4%
5115 Workers compensation	2,039	1,865	(174)	-9%	1,906	(133)	-7%	4,078	3,730	(348)	-9%	3,811	(267)	-7%	24,596	24,248	-1%
Total Payroll Taxes	8,230	7,789	(441)	-6%	8,308	78	1%	15,522	15,578	56	0%	15,900	378	2%	101,232	101,288	0%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: Charleston Ops

Location: All

Budget: Adopted



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
5200 Medical insurance	15,543	17,586	2,043	12%	17,536	1,993	11%	32,074	35,172	3,098	9%	32,349	275	1%	207,934	211,032	1%
5205 Dental insurance	1,574	2,051	477	23%	1,636	62	4%	3,347	4,102	755	18%	3,583	236	7%	23,856	24,611	3%
5215 Term life insurance	994	200	(794)	-397%	602	(392)	-65%	1,440	400	(1,040)	-260%	1,208	(233)	-19%	3,437	2,397	-43%
5220 Long Term Disability insurance	0	391	391	100%	0	0	-	0	782	782	100%	0	0	-	3,906	4,688	17%
5225 PERS Employee Contributions	12,052	11,612	(440)	-4%	10,611	(1,441)	-14%	25,148	23,224	(1,924)	-8%	22,084	(3,064)	-14%	152,919	150,995	-1%
5230 PERS Employer Contributions	3,472	3,370	(102)	-3%	4,017	545	14%	7,159	6,740	(419)	-6%	8,326	1,167	14%	44,247	43,828	-1%
Total Insured Benefits	33,635	35,210	1,575	4%	34,402	768	2%	69,169	70,420	1,251	2%	67,551	(1,619)	-2%	436,300	437,551	0%
Total Personnel Services	106,266	105,587	(679)	-1%	112,067	5,802	5%	201,232	211,174	9,942	5%	211,611	10,378	5%	1,342,783	1,352,725	1%
Goods & Services																	
6005 Seminars & training	0	0	0	-	0	0	-	120	0	(120)	-	2,469	2,349	95%	120	0	-
Total Staff Training	0	0	0	-	0	0	-	120	0	(120)	-	2,469	2,349	95%	120	0	-
6020 Travel - airfare	0	83	83	100%	0	0	-	0	166	166	100%	0	0	-	834	1,000	17%
6025 Travel - lodging & transportation	0	250	250	100%	0	0	-	0	500	500	100%	0	0	-	2,500	3,000	17%
6030 Travel - Per Diem & mileage reimbursement	0	125	125	100%	0	0	-	0	250	250	100%	0	0	-	1,250	1,500	17%
6035 Meals & Entertainment	0	21	21	100%	0	0	-	0	42	42	100%	0	0	-	208	250	17%
Total Travel & Entertainment	0	479	479	100%	0	0	-	0	958	958	100%	0	0	-	4,792	5,750	17%
6050 Office supplies	48	0	(48)	-	20	(28)	-140%	140	0	(140)	-	321	181	56%	140	0	-
6055 Kitchen supplies	307	208	(99)	-48%	349	42	12%	572	416	(156)	-38%	593	21	3%	2,656	2,500	-6%
6070 Postage & courier services	257	42	(215)	-512%	0	(257)	-	257	84	(173)	-206%	0	(257)	-	673	500	-35%
Total Office Expense	612	250	(362)	-145%	369	(243)	-66%	969	500	(469)	-94%	955	(14)	-1%	3,469	3,000	-16%
6100 Telephone - landline	268	180	(88)	-49%	241	(26)	-11%	535	360	(175)	-49%	482	(53)	-11%	2,335	2,160	-8%
6105 Telephone - mobile	454	780	326	42%	515	61	12%	946	1,560	614	39%	1,030	84	8%	8,746	9,360	7%
6110 Internet services	1,038	1,145	108	9%	1,076	39	4%	2,075	2,290	215	9%	2,152	77	4%	13,525	13,740	2%
6115 Cable TV	480	583	103	18%	6,409	5,929	93%	959	1,166	207	18%	6,857	5,898	86%	6,793	7,000	3%
6130 Electricity	20,427	20,833	406	2%	25,563	5,136	20%	40,281	41,666	1,385	3%	48,205	7,925	16%	248,615	250,000	1%
6131 Propane - Operations	39	125	86	69%	160	121	76%	88	250	162	65%	269	181	67%	1,338	1,500	11%
6135 Water/Sewer	10,511	6,250	(4,261)	-68%	12,064	1,553	13%	22,111	12,500	(9,611)	-77%	17,861	(4,250)	-24%	84,611	75,000	-13%
6140 Garbage/Sanitation Collection	8,622	6,667	(1,955)	-29%	6,611	(2,011)	-30%	14,333	13,334	(999)	-7%	10,209	(4,124)	-40%	80,999	80,000	-1%
6145 Hazardous material disposal	2,010	333	(1,677)	-504%	150	(1,860)	-1240%	2,310	666	(1,644)	-247%	300	(2,010)	-670%	5,644	4,000	-41%
6150 Derelict boat disposal	0	2,083	2,083	100%	30	30	100%	2,160	4,166	2,006	48%	30	(2,130)	-7099%	22,994	25,000	8%
6155 Environmental Remediation/Mitigation/Monitoring	665	833	168	20%	0	(665)	-	748	1,666	918	55%	682	(66)	-10%	9,082	10,000	9%
Total Utilities	44,513	39,812	(4,701)	-12%	52,819	8,306	16%	86,546	79,624	(6,922)	-9%	88,079	1,533	2%	484,682	477,760	-1%
6200 Temporary/Contract help	8,931	5,417	(3,514)	-65%	12,301	3,370	27%	11,491	10,834	(657)	-6%	21,536	10,045	47%	65,657	65,000	-1%
6205 Janitorial services	53	50	(3)	-7%	51	(2)	-4%	107	100	(7)	-7%	103	(4)	-4%	607	600	-1%
6210 Vending machine services	0	125	125	100%	0	0	-	0	250	250	100%	280	280	100%	1,250	1,500	17%
6245 Legal advertising	374	83	(291)	-350%	0	(374)	-	374	166	(208)	-125%	0	(374)	-	1,208	1,000	-21%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: Charleston Ops

Location: All

Budget: Adopted



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6270 Contracted Services	1,930	0	(1,930)	-	160	(1,770)	-1106%	2,091	0	(2,091)	-	320	(1,771)	-553%	2,091	0	-
6290 Commercial insurance	6,745	6,257	(488)	-8%	6,080	(666)	-11%	13,493	12,514	(979)	-8%	12,159	(1,334)	-11%	76,064	75,085	-1%
Total Professional Services	18,033	11,932	(6,101)	-51%	18,592	559	3%	27,556	23,864	(3,692)	-15%	34,398	6,843	20%	146,877	143,185	-3%
6400 Small equipment & tools	1,289	833	(456)	-55%	64	(1,225)	-1904%	1,385	1,666	281	17%	275	(1,110)	-403%	9,719	10,000	3%
6405 Safety/hazardous materials	1,406	542	(864)	-159%	475	(931)	-196%	1,406	1,084	(322)	-30%	1,863	457	25%	6,822	6,500	-5%
6410 Signage	72	125	53	43%	691	619	90%	269	250	(19)	-8%	691	421	61%	1,519	1,500	-1%
6415 Clothing	0	500	500	100%	388	388	100%	175	1,000	825	83%	388	213	55%	5,175	6,000	14%
6420 Janitorial supplies	2,226	833	(1,393)	-167%	1,548	(678)	-44%	3,358	1,666	(1,692)	-102%	2,034	(1,324)	-65%	11,692	10,000	-17%
6425 Operational supplies	1,136	833	(303)	-36%	72	(1,063)	-1473%	2,196	1,666	(530)	-32%	861	(1,335)	-155%	10,530	10,000	-5%
6430 Equipment Rental	0	333	333	100%	36	36	100%	503	666	163	25%	36	(467)	-1310%	3,837	4,000	4%
6450 Fuel - Gas	0	1,042	1,042	100%	235	235	100%	0	2,084	2,084	100%	1,408	1,408	100%	10,416	12,500	17%
6455 Fuel - Diesel	54	83	29	35%	50	(4)	-7%	154	166	12	7%	50	(104)	-207%	988	1,000	1%
6481 Propane - Retail	195	500	305	61%	808	613	76%	642	1,000	358	36%	1,479	837	57%	5,642	6,000	6%
Total Operational Expense	6,377	7,124	747	10%	4,367	(2,010)	-46%	10,087	14,248	4,161	29%	9,085	(1,003)	-11%	81,339	85,500	5%
6500 Repairs & maintenance equipment	2,496	4,167	1,671	40%	10,060	7,564	75%	12,940	8,334	(4,606)	-55%	15,957	3,017	19%	54,606	50,000	-9%
6505 Repairs & maintenance vehicles	267	523	256	49%	208	(59)	-28%	2,798	1,046	(1,752)	-167%	225	(2,573)	-1142%	8,032	6,280	-28%
6510 Repairs & maintenance buildings	2,050	2,500	450	18%	692	(1,358)	-196%	2,971	5,000	2,029	41%	1,621	(1,350)	-83%	27,971	30,000	7%
6515 Repairs & maintenance land improvements	1,673	417	(1,256)	-301%	0	(1,673)	-	1,728	834	(894)	-107%	0	(1,728)	-	5,894	5,000	-18%
6520 Repairs & maintenance docks	4,881	3,333	(1,548)	-46%	266	(4,616)	-1737%	4,920	6,666	1,746	26%	1,644	(3,277)	-199%	38,254	40,000	4%
6540 Marina dredging	0	8,333	8,333	100%	8,694	8,694	100%	0	16,666	16,666	100%	8,694	8,694	100%	33,334	50,000	33%
6575 Waterway Leases	0	2,500	2,500	100%	0	0	-	0	5,000	5,000	100%	0	0	-	25,000	30,000	17%
6580 Permits	1,885	417	(1,468)	-352%	774	(1,111)	-144%	2,690	834	(1,856)	-223%	1,860	(830)	-45%	6,856	5,000	-37%
Total Repair and Maintenance	13,253	22,190	8,937	40%	20,694	7,441	36%	28,048	44,380	16,332	37%	30,001	1,953	7%	199,948	216,280	8%
Total Goods & Services	82,788	81,787	(1,001)	-1%	96,840	14,053	15%	153,325	163,574	10,249	6%	164,987	11,662	7%	921,226	931,475	1%
Total Expenses	189,053	187,374	(1,679)	-1%	208,908	19,855	10%	354,557	374,748	20,191	5%	376,597	22,040	6%	2,264,009	2,284,200	1%
Operating Results	74,509	57,655	16,854	29%	33,797	40,712	120%	130,394	132,048	(1,654)	-1%	127,996	2,398	2%	(104,664)	(103,010)	2%
Other Income & Expenses																	
Other Income																	
4450 Lodging Tax	-	-	-	-	-	-	-	22	0	22	-	49	(27)	-55%	22	0	-
4650 Grants Received - MAP	5,175.00	-	5,175.00	-	-	5,175.00	-	5,175	0	5,175	-	0	5,175	-	10,575	5,400	96%
4695 Grants Received - Other	-	43,197.00	(43,197.00)	-100%	-	-	-	0	86,394	(86,394)	-100%	0	0	-	194,786	281,180	-31%
4700 Loans	-	15,000.00	(15,000.00)	-100%	-	-	-	0	30,000	(30,000)	-100%	0	0	-	60,000	90,000	-33%
4905 Other	-	-	-	-	0	0	-	90	0	90	-	0	90	-	90	0	-
4915 Insurance Reimbursement	25,000.00	-	25,000.00	-	0	25,000	-	25,000	0	25,000	-	30,877	(5,877)	-19%	25,000	0	-
Total Other Income	30,175	58,197	(28,022)	-48%	0	30,175	-	30,287	116,394	(86,107)	-74%	30,926	(639)	-2%	290,473	376,580	-23%
Other Expenses																	

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

Fund: General Fund

Department: Charleston Ops

Location: All

Budget: Adopted



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Taxes & Misc Expenses																	
6755 Insurance Claims	-	-	-	-	0	0	-	0	-	0	-	(571)	(571)	100%	0	-	-
Total Taxes & Misc Expenses	-	-	-	-	0	0	-	0	-	0	-	(571)	(571)	100%	0	-	-
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	0	0	0	-	4,179	4,179	100%	72,806	72,806	0%
7010 Interest payment	0	0	0	-	0	0	-	0	0	0	-	180	180	100%	69,578	69,578	0%
8010 CIP Buildings	20	7,500	7,480	100%	0	(20)	-	168	15,000	14,832	99%	0	(168)	-	30,168	45,000	33%
8011 CIP Docks	11,843	48,167	36,324	75%	899	(10,944)	-1218%	14,352	96,334	81,982	85%	10,421	(3,930)	-38%	207,018	289,000	28%
8015 CIP Land Improvements	0	1,667	1,667	100%	0	0	-	0	3,334	3,334	100%	0	0	-	6,666	10,000	33%
8020 CIP Machinery & Equipment	0	19,788	19,788	100%	0	0	-	0	39,576	39,576	100%	0	0	-	93,149	132,725	30%
8025 CIP Mobile Equipment	0	0	0	-	3,984	3,984	100%	0	0	0	-	3,984	3,984	100%	0	0	-
Total Debt Services	11,862	77,122	65,260	85%	4,883	(6,980)	-143%	14,519	154,244	139,725	91%	18,765	4,246	23%	479,384	619,109	23%
Total Other Expenses	11,862	77,122	65,260	85%	4,883	(6,980)	-143%	14,519	154,244	139,725	91%	18,194	3,675	20%	479,384	619,109	23%
Net Other Income	18,313	(18,925)	37,238	-197%	(4,883)	23,195	-475%	15,768	(37,850)	53,618	-142%	12,732	3,036	24%	(188,911)	(242,529)	-22%
Net Result	92,822	38,730	54,092	140%	28,915	63,907	221%	146,161	94,198	51,963	55%	140,728	5,434	4%	(293,576)	(345,539)	-15%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

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



Rail Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				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	38,258	18,578	19,680	106%	23,904	14,354	60%	61,239	41,602	19,637	47%	51,102	10,138	20%	181,437	161,800	12%
4235 Customer Discounts	0	0	0	-	0	0	-	0	0	0	-	(2,500)	2,500	-100%	0	0	-
4260 Rail Operations Revenue	23,275	42,568	(19,293)	-45%	359,057	(335,782)	-94%	49,156	82,662	(33,506)	-41%	697,252	(648,096)	-93%	372,857	406,363	-8%
4265 Rail Surcharges	22,238	54,665	(32,427)	-59%	43,732	(21,494)	-49%	46,083	106,996	(60,913)	-57%	85,597	(39,514)	-46%	444,814	505,727	-12%
Total Operating Income	83,771	115,811	(32,040)	-28%	426,693	(342,922)	-80%	156,478	231,260	(74,782)	-32%	831,451	(674,973)	-81%	999,108	1,073,890	-7%
Expenses																	
Personnel Services																	
5005 Salaries	7,354	7,352	(2)	0%	6,529	(825)	-13%	12,588	14,704	2,116	14%	11,401	(1,187)	-10%	93,484	95,600	2%
5020 Car Allowance	0	0	0	-	231	231	100%	0	0	0	-	404	404	100%	0	0	-
Total Compensation	7,354	7,352	(2)	0%	6,759	(594)	-9%	12,588	14,704	2,116	14%	11,805	(783)	-7%	93,484	95,600	2%
5100 Federal Payroll taxes	534	562	28	5%	491	(43)	-9%	914	1,124	210	19%	857	(57)	-7%	7,103	7,313	3%
5105 State Payroll taxes	2	0	(2)	-	2	0	15%	3	0	(3)	-	4	0	12%	3	0	-
5110 Unemployment Insurance	0	73	73	100%	0	0	-	0	146	146	100%	0	0	-	798	944	15%
5115 Workers compensation	321	285	(36)	-13%	417	96	23%	642	570	(72)	-13%	833	191	23%	3,781	3,709	-2%
Total Payroll Taxes	857	920	63	7%	910	53	6%	1,559	1,840	281	15%	1,694	134	8%	11,685	11,966	2%
5200 Medical insurance	1,454	1,385	(69)	-5%	1,346	(108)	-8%	2,908	2,770	(138)	-5%	2,693	(215)	-8%	16,756	16,618	-1%
5205 Dental insurance	154	169	15	9%	156	2	1%	309	338	29	9%	312	3	1%	1,994	2,023	1%
5215 Term life insurance	63	12	(51)	-423%	54	(9)	-17%	115	24	(91)	-380%	105	(10)	-10%	231	140	-65%
5220 Long Term Disability insurance	0	46	46	100%	0	0	-	0	92	92	100%	0	0	-	459	551	17%
5225 PERS Employee Contributions	1,404	1,403	(1)	0%	946	(458)	-48%	2,799	2,806	7	0%	1,886	(914)	-48%	18,243	18,250	0%
5230 PERS Employer Contributions	441	441	(0)	0%	406	(36)	-9%	880	882	2	0%	808	(72)	-9%	5,734	5,736	0%
Total Insured Benefits	3,516	3,456	(60)	-2%	2,908	(608)	-21%	7,012	6,912	(100)	-1%	5,804	(1,208)	-21%	43,418	43,318	0%
Total Personnel Services	11,727	11,728	1	0%	10,577	(1,150)	-11%	21,159	23,456	2,297	10%	19,303	(1,856)	-10%	148,587	150,884	2%
Goods & Services																	
6005 Seminars & training	425	0	(425)	-	0	(425)	-	425	0	(425)	-	2,206	1,781	81%	425	0	-
Total Staff Training	425	0	(425)	-	0	(425)	-	425	0	(425)	-	2,206	1,781	81%	425	0	-
6020 Travel - airfare	372	83	(289)	-349%	0	(372)	-	372	166	(206)	-124%	0	(372)	-	1,206	1,000	-21%
6025 Travel - lodging & transportation	88	83	(5)	-6%	0	(88)	-	88	166	78	47%	0	(88)	-	922	1,000	8%
6030 Travel - Per Diem & mileage reimbursement	0	42	42	100%	63	63	100%	374	84	(290)	-345%	260	(114)	-44%	790	500	-58%
6035 Meals & Entertainment	48	0	(48)	-	0	(48)	-	48	0	(48)	-	0	(48)	-	48	0	-
Total Travel & Entertainment	509	208	(301)	-144%	63	(446)	-711%	882	416	(466)	-112%	260	(622)	-239%	2,966	2,500	-19%

Financial Report - Actual vs. Budget
For Period Ending Aug 2019

amounts in \$US dollars

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



Rail Ops	Current Period				Same Month Last Year			Year to Date						Year End			
	Aug 2019				Aug 2018			Jul 2019 - Aug 2019				Prior FYTD vs Current FYTD		Jul 2019 - Jun 2020			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6230 Rail operations service fee	0	0	0	-	314,175	314,175	100%	0	0	0	-	610,095	610,095	100%	0	0	-
6260 Consulting services	0	2,917	2,917	100%	2,700	2,700	100%	0	5,834	5,834	100%	11,207	11,207	100%	29,166	35,000	17%
6270 Contracted Services	0	0	0	-	0	0	-	0	0	0	-	1,328	1,328	100%	0	0	-
6290 Commercial insurance	803	2,008	1,205	60%	1,919	1,116	58%	1,465	4,016	2,551	64%	3,838	2,373	62%	21,550	24,101	11%
Total Professional Services	803	4,925	4,122	84%	318,794	317,992	100%	1,465	9,850	8,385	85%	626,468	625,003	100%	50,716	59,101	14%
6405 Safety/hazardous materials	0	0	0	-	280	280	100%	0	0	0	-	1,042	1,042	100%	0	0	-
6450 Fuel - Gas	0	208	208	100%	89	89	100%	0	416	416	100%	133	133	100%	2,084	2,500	17%
Total Operational Expense	0	508	508	100%	369	369	100%	0	1,016	1,016	100%	1,175	1,175	100%	5,084	6,100	17%
6505 Repairs & maintenance vehicles	245	60	(185)	-308%	0	(245)	-	275	120	(155)	-129%	0	(275)	-	875	720	-21%
6515 Repairs & maintenance land improvements	0	0	0	-	8,565	8,565	100%	0	0	0	-	8,565	8,565	100%	0	0	-
6580 Permits	742	0	(742)	-	0	(742)	-	1,178	0	(1,178)	-	0	(1,178)	-	1,178	0	-
Total Repair and Maintenance	987	60	(927)	-1545%	8,565	7,578	88%	1,453	120	(1,333)	-1111%	8,565	7,112	83%	2,053	720	-185%
Total Goods & Services	2,723	5,701	2,978	52%	327,791	325,068	99%	4,225	11,402	7,177	63%	638,674	634,449	99%	61,244	68,421	10%
Total Expenses	14,450	17,429	2,979	17%	338,368	323,918	96%	25,384	34,858	9,474	27%	657,977	632,593	96%	209,831	219,305	4%
Operating Results	69,321	98,382	(29,061)	-30%	88,325	(19,004)	-22%	131,093	196,402	(65,309)	-33%	173,474	(42,380)	-24%	789,276	854,585	-8%
Other Income & Expenses																	
Other Income																	
4520 Green Hill Debt Service	0	0	0	-	0	0	-	0	0	0	-	0	0	-	43,424	43,424	0%
4915 Insurance Reimbursement	5,083	0	5,083	-	0	5,083	-	5,083	0	5,083	-	0	5,083	-	5,083	0	-
Total Other Income	5,083	0	5,083	-	0	5,083	-	5,083	0	5,083	-	0	5,083	-	48,507	43,424	12%
Other Expenses																	
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	338,068	338,068	0%
7010 Interest payment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	306,543	306,543	0%
8013 CIP Construction Bridges	0	20,833	20,833	100%	0	0	-	0	41,666	41,666	100%	0	0	-	208,334	250,000	17%
Total Debt Services	0	20,833	20,833	100%	0	0	-	0	41,666	41,666	100%	0	0	-	852,945	894,611	5%
Total Other Expenses	0	20,833	20,833	100%	0	0	-	0	41,666	41,666	100%	0	0	-	852,945	894,611	5%
Net Other Income	5,083	(20,833)	25,916	-124%	0	5,083	-	5,083	(41,666)	46,749	-112%	0	5,083	-	(804,438)	(851,187)	-5%
Net Result	74,403	77,549	(3,146)	-4%	88,325	(13,922)	-16%	136,176	154,736	(18,560)	-12%	173,474	(37,297)	-22%	(15,162)	3,398	-546%



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Margaret Barber, Director of External Affairs

DATE: October 14, 2019

SUBJECT: Commercial/External Affairs/Marketing Management Report

Commercial:

Staff are working with the Rail Department to finalize agreements for two new business opportunities along the Coos Bay Rail Line.

Staff met with rail customers to discuss new potential business opportunities and infrastructure.

Breakbulk Americas Expo took place the week of October 7, 2019. Staff exhibited at the show with a goal of increasing awareness surrounding the opportunities of doing business at the Port of Coos Bay. Prior to the Expo, EA/BD staff developed a short list of fellow attendees to connect with. Staff will catalogue new contacts to include in monthly newsletters and to organize data for direct outreach and marketing.

Staff are working to further findings from the Feasibility Study through in-depth analysis of various commodities that could benefit from new development at the Port of Coos Bay. Analyses examine the current trade patterns, major industry players, gaps or challenges in current supply chains, and import and export trends.

Internal and External Communications:

The Port will be featured in an upcoming edition of Seaports Magazine in an article highlighting the Port's new Scholarship Program.

Margaret Barber, Director of External Affairs, is featured as part of the Women of Breakbulk in the Breakbulk Magazine, which was passed out to 4,500 attendees at the Breakbulk Americas Expo.

Marketing and Media:

Port staff have released the Annual Report 2018/19 with both an online version at www.portannualreport.com and 250 hard copies. Channels of distribution for the online version include social media, website, community e-newsletter (400 recipients), and business e-newsletter (1,700 recipients). The hard copies will be mailed out to Port stakeholders, passed out at community events and available at the Port office for the public.

The Port was featured or mentioned in the following publications this month:

- The World
 - [Port of Coos Bay replaces launch ramp docks in Charleston](#)
 - [Partners come to an agreement on Bay Area Enterprise Zone funds](#)
 - Rob's Weekly Fishing Reports
 - [Ending fire borrowing frees up funds for other projects](#)

Staff created a 6-page handout for business development inquiries at trade shows. Please see below.



Grants:

Staff compiled and submitted the report for ConnectOregon V funding. This funding source has been completely expended and staff will be working on project closeout requirements.

ODOT 2013 and ODOT 2015 Lottery Bond quarterly reporting is due at the end of October. Staff are working with project managers and finance to gather and compile the report.

The Port Planning and Marketing grant through IFA that funded the North Spit Multi-Use Terminal feasibility study has been fully closed out.

External Affairs has transferred grant administration duties for FASTLANE to Port Development who will now oversee reporting. The Annual Budget Review and Program plan was submitted to MARAD on September 20, 2019.

The Oregon Parks and Recreation Department Commission officially approved a \$50,360 grant award with a 50% match to the Port to replace about 50 picnic tables in the Charleston Marina RV Park. These will include both ADA accessible tables and regular recycled plastic picnic tables.

Legislative/Advocacy Work:

Staff travelled to Albany to meet with Representative Rayfield, co-chair of the Joint Ways and Means Committee.

Staff participated in the monthly AAPA and PNWA government relations calls. AAPA staff reported that they have changed their strategy for their HMT full use proposal. Originally, they were looking to have it integrated into either Representative DeFazio's or Senator Shelby's bill. They are now looking to have it included as part of WRDA. The Port continues to oppose AAPA's proposed HMT formula as it distributes an inequitable portion to the largest ports in the United States, and AAPA's largest contributors.

Currently, there are a series of local public hearings and comment periods related to the Jordan Cove project. Staff are attending the hearings to provide comment on the benefits of the project and submitting written testimony for consideration. Recent hearings attended include: Coos County Commission Omnibus Remand and Omnibus II Extension, City of Coos Bay Eel Grass Mitigation Permit, and City of Coos Bay revision of extension deadline. Staff also submitted written comment to DLCD regarding their permit.

Staff attended a Coos County workshop session addressing a proposed Transient Lodging Tax (TLT) for the Charleston area. The Port is opposed to the tax as it will raise rates at the Charleston Marina RV Park. Staff cited that the Port was not consulted, and the rate of 9.5% is high as compared to the statewide average of 7.45% (127 jurisdictions statewide have implemented a TLT). The County did not vote on the tax at the workshop. The proponents of the tax (Charleston Merchants Association, VCB, and Coos County) were asked to clearly define the boundary of the taxing area. The Port will remain actively involved in opposing the tax.

Staff met with Alex Campbell from Regional Solutions to provide an update on Port activities, projects, and future needs.

Port Property:

A final draft of the lease agreement has been sent to Verizon for review. Verizon approached the Port to construct a new cell phone tower in Eastside. Verizon is currently working with the City of Coos Bay to complete a Conditional Use Permit application with a variance for height restrictions. Although there is an existing radio tower on the same parcel, the City updated their ordinances in 2016. Verizon will have to take their proposal before the planning commission for approval.

Staff continue to market vacant properties in Charleston. EA/BD staff are coordinating with Charleston Marina staff to brainstorm potential uses and tenants to occupy the spaces.

Work continues at Russell Marine and Fuel Supply to replace the underground fuel storage tanks in the Marina. The tanks are scheduled to be delivered in late October and installation complete by the end of November.

Renovation work continues on the Basin Café building. The tenant hopes to have the new pizza parlor open next month.

Community Outreach:

The Community Giving Committee met on Thursday, October 3, 2019 to review submitted requests for financial support.

Staff attended the October SOORC meeting. Staff from Jordan Cove were also present to answer questions about the project. The primary topic of discussion was proposed offshore wind energy projects. The commercial fishing fleet is very concerned that such a project would have negative impacts on the fishing industry.

Staff attended the Southern Oregon Coast Tourism Network Meeting, who are still moving forward in setting up a regional Southern Oregon Coast brand from Reedsport to Brookings. Top tourism projects include the Whisky Run Bike Trail, the Food Trail, and the first annual Live Culture Coast. Outdoor recreation, agritourism and marketing remain the central focus for the network.

Staff attended CCEC, Charleston Merchants Association, VCB Board Meeting, BACC WBC, and NWMTA this past month in addition to the ones mentioned above in this report.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Jake Jacobs, Infrastructure Support Services Director

CC: Mike Dunning, Patrick Kerr, Megan Richardson

DATE: October 14, 2019

SUBJECT: Infrastructure Support Services (ISS) Department Management Report

Coos Bay Rail Line:

Rail Road Bridge Inspector Professional Service Agreement:

Bridge inspectors are back performing bridge inspections as of October 14, 2019. WJE's first week back has them inspecting bridges from Canary to Gardiner.

Sand Removal at Cordes:

ISS is working with CBRL to develop a long term removal and maintenance contract to maintain the operability of the rail line from MP763 to MP760. A request for information and sources sought meeting was conducted to seek recommendations and solutions from industry. Scott Partney Construction, Johnson Rock and ShadCo. participated in the opportunity. Information regarding their observations were due to ISS/CBRL by September 20, 2019.

Tunnel Rehabilitation Phase 1: 99% Complete

ISS is working with LRL for final close out documentation, releases and payment determination.

Tunnel Rehab Phase II: 15% Complete

SPC has been busy performing pre-ditching at Tunnels 17, 18, 20 and 21. Some of the excavated material is being staged at the Canary siding prior to being sent to Greenhill Reload for final disposition. SPC has been ordering in their materials, some of which have been coming in by truck. Full 39' sticks of 136# rail have been coming by rail car along with ballast and rip rap. Current progress estimates 15% overall completion. Tunnel 21 just outside of Lakeside, Oregon is the first tunnel scheduled to be completed during November 2019.



Photo: Staging of pre-plated ties at Jordan Cove transload facility



Photo: Staging of new spikes at Jordan Cove transload facility

Charleston Marina:

Ice Plant Condenser Replacement:

On September 26, 2019 a Sources Sought meeting was held at the Charleston Marina RV Park office. Only one vendor attended the required meeting. Portland Engineering Inc. of Central Point, Oregon was shown the ice plant and the area they would potentially work. On October 7, 2019 Portland Engineering Inc. responded to the Request for Information and provided their version of scope to complete the project.

Maritime Industrial:

There are no requirements for PM or Contractual support at this time.

Admin:

ISS has accepted requests for the following:

- Fuels Purchase, Bulk, CBRL
- Sand Removal, Long Term, Base year and up to 4 option years, CBRL
- Condenser Replacement, Ice Plant, Charleston Marina

The Port has re-evaluated the purchase requirements for the remaining Oregon Rolling Stock Grant and is addressing the high rail equipment vs. a final locomotive as previously considered.

ISS has identified an Oregon surplus 20 ton pintle mounted trailer for CBRL use and will evaluate the trailer at the Salem lot.

Stantec will visit and evaluate parts of the rail line and meet with the WJE bridge inspectors October 15-19, 2019.

Crane Training:

Rick Adamek is developing Crane Certification Tests. These tests are mandatory for all operators, and will demonstrate an instructional knowledge and a hands on application of the training.

Auto Lease:

The Port has advertised an opportunity for lease/purchase vehicles for Port staff and CBRL. An RFP was posted on September 6, 2019. The Port received two proposals in response to the RFP, however due to some technical irregularities one of the proposals was determined to be not in compliance. The Board of Commissioners shall be presented our findings at the October Commission meeting.

Short Term Sand Removal:

The ISS department solicited for proposals for a short term sand removal project from MP 760 to 763. Only one vendor returned a proposal. Scott Partney Construction will be awarded the contract for \$57,400.00. Part of the removal process requires the use of the Jordan Cove property on the North Spit as a transload site. A short term agreement has been arranged with Jordan Cove. The contract process has begun with Scott Partney Construction. The work is expected to be complete by the end of October 2019.

Bridge Repair at MP 738.6:

The ISS department informally solicited three quotes for the repair of the timber bridge at MP 738.6. The Port received two bids and one bid refusal. Scott Partney Construction is the apparent low bidder. A Notice of Intent to Award has been posted on the Port website, and on October 16, 2019 we will issue a Contract to Scott Partney Construction for the replacement of one cap, shim, and four stringers in the amount of \$15,025.00. This work is expected to be completed by the end of November 2019.

M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Mike Dunning, Director of Maritime Operations

DATE: October 14, 2019

SUBJECT: Port Operations Management Report

Channel Modification Project:

The PDT received feedback from the Corps concerning two memos that addressed Corps comments related to the ocean entrance modeling and hydrodynamic changes between River Mile (RM) 2 and 3. This feedback was discuss with the Corps during meetings, and the changes have been made in the 204/408 main report and appendices. The revised 204/408 report is scheduled for submission to the Corps the week of October 13, 2019. Once received, the Corps will have 60 days to review the responses and concur or not concur.

The Port finally received the long-awaited Sediment Determination Memo (SDM) from the Portland Sediment Evaluation Team (PSET). Despite being told we would not need any additional characterization work, the PSET is requiring full sampling at the new turning basin and grab samples at other locations along the channel slopes. This is an unbudgeted expense, and the team is looking closely to see where we can trim the budget to commence this work.

City of Coos Bay Force Main:

The City continues to work on the new Eastside force main project. During installation, the contractor discovered a split culvert on the dike. Staff is working with contractors to remove and replace the failed culvert.



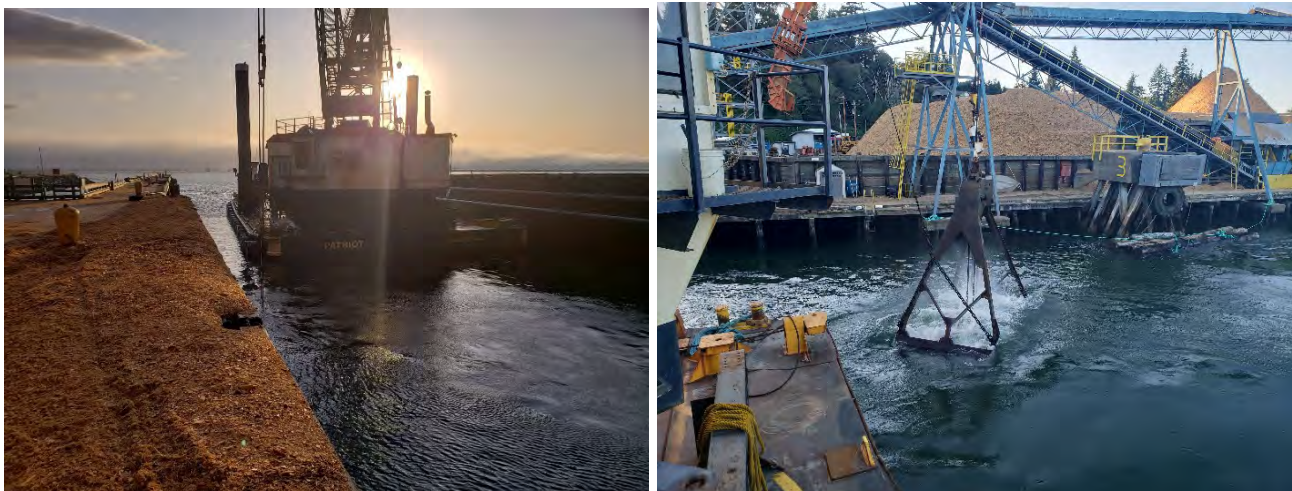
Safety and Security:

Safety Committee members conducted required quarterly inspections at the Charleston Marina Complex, including buildings, hazardous communications, and hazardous materials storage. Committee members also discussed the new maintenance shop building with maintenance staff to ensure safety requirements are met and adequate safety supplies are in place, such as new first aid kits, fire extinguisher placement and placards, exit signs, eye wash stations, safety shower station, lighting, and welding area curtains and ventilation requirements.

Dredging:

American Construction (AC) completed the Corps contract from RM 12 to 15. They removed over 900,000 CY of material from the channel. Port staff will continue to work with the Corps in an effort to obtain funds and finish dredging RM 12 to 15 to its fully authorized depth in 2020. Fully authorized depth is -37 MLLW + advance maintenance depth.

While AC was mobilized to Coos Bay, they also conducted maintenance dredging for Roseburg Forest Products and Oregon Chip Terminals under the Port's Unified dredging permit. Taking advantage of equipment that is already mobilized to Coos Bay provides our terminals with significant cost savings associated with maintaining their dredge prisms to authorized depth.



North Spit Overlook:

Staff is working with Coos Watershed Association (CoosWA) on the invasive species grant they received in 2018 to conduct work at the NS Overlook. The next phase of work will include additional removal of invasive species at the site and thinning of trees to open the viewshed at the top of the overlook. This work is expected to be completed late fall of 2019.

Miscellaneous:

Port Safety Manager attended the Central Oregon Occupational and Safety Conference from September 16 – 17, 2019 in Bend, Oregon. Excellent take-aways include information on changing the safety culture of an organization and building a world class safety committee. Additionally, informative discussions pertaining to quarterly walk-through inspections and getting to the root cause – Incident/Accident investigations.

MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Brandon Collura, Harbormaster

DATE: October 14, 2019

SUBJECT: Charleston Operations Management Report

The Marina finished the month of September at 67% capacity, down 1% from August. Of the 443 moorage slips for the month of September, we had 173 annuals, 33 semi-annuals, 68 monthlies and 644 transients. Monthlies and transients were down slightly from August as the season begins to slow.

We sold 371 tons of ice in the amount of \$27,837.

The RV Park was at 74% capacity in September, down 8% from August. Out of 104 RV Park spaces, we had 244 check-ins for total sales of \$47,788.77.

Ice Plant:

Ice Maker #2 recently went out of commission due to a bad rotor that has aged significantly due to normal wear and tear. The rotor will be re-tooled by a local machine shop and a contractor will be consulted with for both the removal and reinstallation of the rotor once the project commences. The project will likely be completed in November once the ice season slows significantly.

Operations have continued to run smoothly using Ice Maker #1 the past few weeks due to ice sales dropping as the seasons for both Albacore and shrimp are nearing an end. The decision was made to run operations during the day only as the season has begun to slow.

Dredge Operations:

A leak was detected on the hydraulic ram recently, specifically the swing cylinder. The chrome plated rod became delaminated which caused the seal to leak. After reviewing a number of options for replacement including a new custom built unit, a refurbishment of the old assembly or the purchase of a new standard unit, the decision was made to purchase a new standard unit from Ellicott. This was the most cost effective option and will ensure prolonged use of the new part.



Photo: Swing Cylinder

All testing of the dredge in mid-September went smoothly and everything is reassembled. Painting of the dredge took place at the end of the month and the Ms. SoCo work is complete.



Photos: Dredge Painting



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Patrick Kerr, Director of Rail Operations
DATE: October 14, 2019
SUBJECT: Railroad Department Management Report

Operations:

CBRL handled 299 revenue car loadings for September 2019. September 2019 car loadings were below August 2019, by 30 cars and below by 284 cars from the 2019/20 CBRL forecasted monthly average of 583 cars. September 2019 was below September 2018 of 472 cars by 173 cars.

September 2019 monthly carloads of 299 is below forecast. Log car shipments from the Willamette Valley continue to remain sluggish due to export and tariff issues, along with the 39-week continued North American railroad down-turn in the forest products market which CBRL customers are enduring.

During the month of September, CBRL received another locomotive the 1869. Unit was on boarded and put into revenue service.

CBRL maintenance of way crews continue to work on track repairs, replacing ties, ditching, culverts and right of way cleanup.

CBRL car repair continues to focus on inspections and repair services for inbound and outbound traffic.

Port staff attended the Oregon Rail Users League (ORULE) meeting in Wilsonville. Sen. Betsy Johnson presented and provided insightful information regarding the ConnectOregon process and the State's transportation system. Also presenting was Cary Goodman of ODOT, on the newly created Short Line Railroad Tax Credit implementation.

Port staff attended the South West Area Commission on Transportation (SWACT) meeting in Coquille and presented to the Commission an update on the CBRL. Infrastructure, bridges, service and project work were topics discussed.

Port staff attended the Pacific Northwest Association of Rail Shippers (PNWARS) Fall meeting in Vancouver, BC. This meeting was well attended by CBRL customers, interchanging railroads and potential customers.

Coos Bay Rail Line:

As of October 7, 2019 the CBRL is 20 days' injury free. The CBRL had 1 incident during the month of September, an insect bite. Currently CBRL has 16 employees and 8 locomotives on property.

Tunnel Project Phase II:

Contractor mobilized and began working on ditching, rail spur rehab, setting up staging and storage areas, and material distribution.



Photo: Maintenance of Way (MOW) crew near Tiernan, left to right: Allen French, Drew Difuntorum, Brandon Shobar, and Nate Harbin.

Action Items

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

DATE: October 14, 2019

PROJECT TITLE: Award for New Vehicle Auto Lease

ACTION REQUESTED: Authorization for Chief Executive Officer John Burns to negotiate and potentially execute a three-year lease contract, with an option for an additional three years, with Acme Auto Leasing LLC.

BACKGROUND:

Port staff solicited proposals to procure pricing on eleven new lease vehicles including: two mid-sized four door sedans, five all-wheel drive sport utility vehicles, three mid-sized two-wheel drive pickups, and one full-sized four door four wheel-drive pickup with a 10,000 lb. tow rating. These vehicles will be utilized by Port staff, Coos Bay Rail Line, and the Charleston maintenance/security personnel.

A Request for Quote (RFQ) for the Leased Vehicles was sent out on September 9, 2019. The RFQ was sent to multiple vendors as well as being posted on the Port's website, listed in the local newspaper, and posted in one plan center. The deadline for submittals was September 24, 2019. The Port received proposals from two firms, with Acme Auto Leasing LLC providing the lowest price and meeting all submission requirements of the RFQ.

The proposal review team was comprised of Project Manager Rick Adamek, and Director of Infrastructure Support Services, Jake Jacobs. The team individually reviewed the proposals and determined that Acme Auto leasing was the only bidder that met all the RFQ requirements.

Port procurement rule 4.5 states the Port Commission, acting in its role as the Local Contract Review Board, may award a contract for goods by competitive proposals. Port staff requests the Commission authorize Chief Executive Officer John Burns to further negotiate with Acme Auto Leasing LLC and award a negotiated rate for the procurement of the leased automobiles. In accordance with section 4.9.3 the Port will notify the proposing company (s) of the intent to award, and publicly post the intent to award. The Pre-Negotiation proposal was \$207,000.00 for the base year, and the price remains unchanged at \$207,000.00 for the option year; 6 year pricing is \$414,000.00.

RECOMMENDED MOTION:

Authorize Chief Executive Officer John Burns to negotiate with and potentially execute a contract with Acme Auto Leasing LLC for the three-year lease of the eleven vehicles, with the potential extension of three years.

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

DATE: October 14, 2019

PROJECT TITLE: Purchase Authority for Rolling Stock Acquisition

ACTION REQUESTED: Authorization for CEO John Burns to enter into multiple acquisitions for new and used Hi-Rail equipment under LCPR regulation under Policy 6.4, sections 4.7 and 4.9.

BACKGROUND:

The Port identified a need for locally owned locomotives to conduct business operations on the Coos Bay Rail Line (CBRL). Three million dollars of an ODOT grant was reallocated for the purchase of rolling stock by ODOT in support of this requirement. Six locomotives were negotiated, and price established for purchase from Western Rail Company. Five engines have been accepted; however, a sixth engine could not be completed in time to expend the grant funds. It was determined the sixth engine is not required at this time, thus the remaining grant funds that were dedicated to the acquisition of the sixth engine have been reallocated for acquisition of self-propelled Hi-Rail equipment that will be used for repair and maintenance of CBRL property.

\$320,031.63 remain of the grant funds, which will expire December 31, 2019 if not fully expended. Equipment for Hi-Rail operations is very specialized and not all companies have configured equipment ready for immediate sale, thus attempting to complete requirements for purchasing new Hi-Rail equipment will exceed the time that remains before the expiration of the grant funds. It is therefore recommended to purchase some used equipment that has been inspected and determined suitable and reliable in order for the Port to obtain equipment in an expeditious manner before the December 31, 2019 deadline.

Entering into sole source procurement may be necessary to purchase some used Hi-Rail equipment. Managing the equipment pricing, availability, time and expenditure rate is critical to fulfilling the conditions of the ODOT grant.

Purchases of equipment will be in accordance with the requirements of the ODOT grants program, and all procurements will be acquired in accordance with Local Procurement Contracting Regulations Policy section 6.4: Procurement of Goods and Services, section 4.9, Special Procurements, Paragraph (F) Purchase of used personal property or equipment. In addition, the Port requests authority to purchase (as necessary) specialized hi-rail equipment under section 4.7 Sole Source Procurements, sub-section 4.7.3 Negotiation with a sole source is desirable.

RECOMMENDED MOTION:

Authorize Chief Executive Officer John Burns to obligate the remaining grant funds from ODOT, in the exact amount of \$320,031.63, which may include sole source procurement, for specialized rolling stock acquisition to conduct business operations on the Coos Bay Rail Line.

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

DATE: October 14, 2019

PROJECT TITLE: Charleston Marina Ice Plant Condenser Replacement

ACTION REQUESTED: Authorization for CEO John Burns to enter into a Sole Source Intermediate Contract with Portland Engineering, Inc. of Central Point, Oregon to replace the condenser at the Charleston Marina Ice Plant

BACKGROUND:

In 2007 the Port of Coos Bay acquired the Charleston Ice Plant and in 2010 assumed operations of this vital equipment which supports the Charleston fishing fleet. In 2007 the Port purchased and installed a used condenser to replace the failing unit. According to the supplier, the used condenser had only 10 years of service life remaining. The existing condenser is now 2 years beyond its service life and requires immediate replacement due to a potential catastrophic leak.

On September 26, 2019, the Port conducted a Sources Sought Request for Information meeting at the Charleston Marina Complex. Only one vendor (Portland Engineering, Inc.) attended the meeting. A stipulation of the Sources Sought/Request for Information was mandatory attendance in order to bid upon release of the RFQ.

It is Port's intent to perform this work by February 2020 due to the lead time in ordering a new condenser. The estimated cost to replace the unit is \$130,000.

The Port seeks the procurement method of Sole Source due to only one vendor responding to the publicly advertised Sources Sought meeting held in Charleston, Oregon on September 26, 2019. This sole source justification applies to the purchase and installation of a replacement condenser.

RECOMMENDED MOTION:

Authorize Chief Executive Officer John Burns to enter into a Sole Source intermediate contract with Portland Engineering, Inc. of Central Point, Oregon to replace the condenser at the Charleston Marina Ice Plant.



SOLE-SOURCE DETERMINATION AND JUSTIFICATION FOR SUPPLIES AND SERVICES

To: Local Contracting Review Board
Oregon International Port of Coos Bay

From: ISS (Infrastructure Support Services)

Designated Procurement Director: Jake Jacobs

Procurement Specialist: John Buckley

Date: October 14, 2019

Re: Sole Source Determination pursuant to Oregon Revised Statute (ORS) 279B.075 and Oregon Administrative Rule (OAR) 125-247-0275

Part A

1. Authority to enter into a Sole-Source Contract: OAR 125-246-0170(2)(c)(H)

2. Estimated Total Value of Contract: \$130,000

3. Subject of Contract: Charleston Ice Plant Condenser Replacement

4. Background:

- In 2007 the OIPCB acquired the Charleston Ice Plant and in 2010 assumed operations of this vital equipment which supports the Charleston fishing fleet. In 2007 the OIPCB purchased and installed a used condenser to replace the failing unit. According to the supplier the used condenser had only 10 years of service life remaining. The existing condenser is now 2 years beyond its service life and requires immediate replacement due to a potential catastrophic leak.
- OIPCB is preparing to contract the procurement and installation of a replacement condenser for the ice plant in Charleston, Oregon.
- It is OIPCB's intent to perform this work by February 2020.
- The estimated cost to replace the unit is \$130,000.
- The OIPCB seeks the procurement method of Sole Source due to only one vendor responding to the publicly advertised Sources Sought meeting held in Charleston, Oregon on September 26, 2019.

- This sole source justification applies to the purchase and installation of a replacement condenser.
- On September 26, 2019, the OIPCB conducted a Sources Sought Request for Information meeting at the Charleston Marina Complex. Only one vendor (Portland Engineering Inc) attended the meeting. A stipulation of the Sources Sought/Request for Information was mandatory attendance in order to bid upon release of the RFQ.
- The prospective Contractor is Portland Engineering, Inc. of Central Point, Oregon @ 7675 High Banks Road Suite 1, 97502.

5. Findings:

a. Market Research Overall Finding.

Prior to performing a Sources Sought/RFI, ISS contacted the manufacturer of the existing equipment, Northstar Refrigeration. They stated they would not work on the equipment due to its age. Knoxco Refrigeration, a reputable ammonia system reefer repair company, was also contacted as they have worked on the equipment in the past. However, Knoxco has since gone out of business. Permacold Refrigeration, a reputable ammonia system reefer repair and design company, was also contacted to supply a quote. However they never responded to the Sources Sought/RFI or e-mail request for information.

OIPCB seeks approval to enter into a Sole Source contract with Portland Engineering, Inc. of Central Point, Oregon per the LCRB and in accordance with ORS 279B.075 and OAR 125-247-0275(3), OIPCB conducted a Publicly Advertised Sources Sought/ Request for Information meeting where only 1 (one) vendor responded, highlighting there is only one source that can provide the goods or services. The advertising included trade journals, agency vendor lists, professional organizations, and vendor sources.

Approved By: _____

Date

Other

Informational Items

Coos Bay Rail Line serving western Lane, western Douglas and Coos Counties in Southwest Oregon Owned and Operated by the Oregon International Port of Coos Bay, Operations by the Coos Bay Rail Line Inc.

Monthly Revenue Car Loads and Equivalent Highway Truck Loads / 2015 - 2019

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

Month	2015		2016		2017		2018		2019	
	Railcar Loads	Equivalent Truck Loads	Railcar Loads	Equivalent Truck Loads	Railcar Loads	Equivalent Truck Loads	Railcar Loads	Equivalent Truck Loads	Railcar Loads	Equivalent Truck Loads
Jan	633	2,088.9	594	1,960.2	528	1,742.4	580	1,914.0	611	2,016.30
Feb	609	2,009.7	691	2,280.3	520	1,716.0	618	2,039.4	465	1,534.50
March	685	2,260.5	678	2,237.4	536	1,768.8	627	2,069.1	548	1,808.40
April	636	2,098.8	618	2,039.4	582	1,920.6	574	1,894.2	521	1,719.30
May	446	1,471.8	646	2,131.8	727	2,399.1	623	2,055.9	439	1,448.70
June	644	2,225.2	653	2,154.9	721	2,379.3	594	1,960.2	318	1,049.40
July	693	2,286.9	529	1,745.7	593	1,956.9	602	1,986.6	346	1,141.80
Aug	573	1,890.9	645	2,128.5	601	1,983.3	602	1,986.6	329	1,085.70
Sept	555	1,831.5	607	2,003.1	615	2,029.5	472	1,557.6	299	986.70
Oct	662	2,184.6	682	2,250.6	616	2,032.8	469	1,547.7		-
Nov	530	1,749.0	514	1,696.2	565	1,864.5	268	884.4		-
Dec	675	2,227.5	594	1,960.2	569	1,877.7	399	1,316.7		-
Annual	7,341	24,225.30	7,435	24,535.50	7,173	23,670.90	6,428	21,212.40	3,876.00	12,790.80

Start up: 2011 4th Quarter / Oct – Dec: 194 railcar loads / 640.2 equivalent truck loads

2012 Full Year: 2,480 railcar loads / 8,184.0 equivalent truck loads.

2013 Full Year: 4,845 railcar loads / 15,988.5 equivalent truck loads.

The Coos Bay rail line Owned and Operated by the Oregon International Port of Coos Bay, Operations by the Coos Bay Rail Line Inc.

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 2019 are as follows:

2011-2013:	7,519	revenue car loads =	751,900	short tons
2014:	7,509	revenue car loads =	750,900	short tons
2015:	7,341	revenue car loads =	734,100	short tons
2016:	7,435	revenue car loads =	743,500	short tons
2017:	7,173	revenue car loads =	717,300	short tons
2018:	6,428	revenue car loads =	642,800	short tons
2019:	3,876	revenue car loads =	387,600	Short Tons

*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-CBRL 20 days injury-free as of October 7, 2019!