



M E M O R A N D U M

TO: Interested Parties
FROM: David Kronsteiner, President
DATE: September 10, 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 **6:30 p.m., Monday, September 16, 2019**, in the Port's Commission Chambers, located at 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420.

An **Executive Session** has also been scheduled on **Monday, September 16, 2019, immediately after the Commission Meeting**, in the Port's Commission Chambers, located at 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420, as authorized under ORS 192.660(2), 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.

DK/km

**OREGON INTERNATIONAL PORT OF COOS BAY
REGULAR COMMISSION MEETING
6:30 p.m., Monday, September 16, 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

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

11. RECESS TO EXECUTIVE SESSION

12. ADJOURN

Consent Items

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
1:00 p.m., Monday, August 19, 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; Patrick Kerr, Director of Rail Operations; Mike Dunning, Director of Maritime Operations; Megan Richardson, Director of Finance; Brandon Collura, Charleston Harbormaster; Jake Jacobs, Director of Infrastructure Support Services; John Buckley, Project Manager; Margaret Barber, External Affairs Manager; Fiona Bai, Marketing Media Specialist; 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 1:00 p.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. CONSENT ITEMS

- A. Approval of June 17, 2019 Regular Commission Meeting Minutes
- B. Approval of June 20, 2019 Board Practices Assessment Work Session Meeting Minutes
- C. Approval of June 20, 2019 Board Practices Assessment Results
- D. Approval of July 9, 2019 Regular Commission Meeting Minutes
- E. Approval of June and July 2019 Invoices
- F. Approval of June and July 2019 Contracts Awarded
- G. Approval of Grants Awarded
- H. Approval of SDIS 2019 Best Practices Program Checklist
- I. Approval of Community Giving Donation

Upon a motion by Commissioner Martin (second by Commissioner Farm), the Board of Commissioners voted to approve the June 17, 2019 Regular Commission Meeting Minutes, the June 20, 2019 Board Practices Assessment Work Session Meeting Minutes, the June 20, 2019 Board Practices Assessment Results, the July 9, 2019 Regular Commission Meeting Minutes, June and July 2019 Invoices, June and July 2019 Contracts Awarded, Grants Awarded, SDIS 2019 Best Practices Program Checklist, and Community Giving Donation. **Motion Passed.**

5. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

6. ACTION ITEMS/REPORTS

A. 2019Res15: Ratification of Declaration of Emergency – Bridge Repairs at MP 677.05

On July 12, 2019 after an observation by train crew, it was reported to the track inspector and Operations Manager that the Walker Creek bridge at MP 677.05 piles were pumping 4-6 inches and had broken welds on structural pilings. This bridge had been under observation by the track inspector and reports from operating crews for a deflection when traveling across the structure due to deteriorating conditions. Br 677.05 already had a 5 MPH slow order.

Port/CBRL staff believed continued use of the degraded bridge had a high probability of a derailment which would be a threat to property, rail service, welfare and safety; and a risk of injury to Contract Maintenance and Operations staff. If the identified conditions were not repaired with an urgency, rail service would be declared unsafe, and all operations across this section of track would be interrupted.

Upon further inspection by the track inspector, a briefing with Rail Operations management was conducted and a decision to suspend operations due to safety concerns was put into effect. The notification of the suspension of operations was added to the railroads daily operations bulletin and crews were verbally notified as part of their daily operations briefing. July 13, 2019, the CBRL Rail Bridge Engineer of record (Gene Davis of Stantec) was onsite with the first available vendor (Scott Partney Construction); an evaluation of the safety situation and engineering effort took place.

A preliminary drawing, scope of work and estimate was developed by Partney Construction for consideration by CBRL and the Port of Coos Bay, and presented on Sunday evening, July 14, 2019. The scope of work and design were approved by Bridge Engineer on July 15, 2019. The estimate received was in the amount of \$11,087.00

Partney Construction started gathering material and preparing for repairs after approval of the drawing and scope of work. The contractor performed and completed the temporary repairs on July 16, 2019. The bridge was inspected and placed back into service with a 5 MPH restriction, and a train operated over the bridge on July 16, 2019 with no issues. The bridge engineer final inspection on July 19, 2019 removed the 5 MPH restriction from the bridge.

Total project costs were \$11,087, funds were available for use from the Rail Department General Fund repairs and maintenance budget. On July 22, 2019 Port Chief Executive Officer John Burns signed the Declaration of Emergency for the necessary repairs to the bridge at milepost 677.05.

Port Procurement Rule 4.6.3 allows the Chief Executive Officer or his designee to award emergency contracts up to \$200,000 in value, and rule 4.6.5 allows the CEO to enter into a direct award for construction. These actions require the Commission Resolution to ratify the Declaration of Emergency at its next regularly scheduled meeting or as soon as practical.

Upon a motion by Commissioner Farm (second by Commissioner Garcia), the Board of Commissioners motioned to adopt resolution 2019Res15 ratifying the Declaration of Emergency by CEO John Burns, including the execution of a contract with Coos Bay Rail Line, Inc and Scott Partney Construction to effect emergency repairs to the bridge at milepost 677.05 on the Coos Bay Rail Line in July 2019. **Motion Passed.**

B. Intergovernmental Agreement with Oregon Business Development Department

The State of Oregon, at the direction of key state legislators and the Oregon Business Development Commission, began a statewide strategic planning effort to determine what the State of Oregon's interest and involvement in Oregon's port districts should be. This led to the creation of "Ports 2010: A New Strategic Business Plan for Oregon's Statewide Port System". The State of Oregon's Strategic Plan requires port districts to enter into intergovernmental agreements with the Oregon Business Development Department if they want to receive Department staff support and funding assistance.

The main components of the IGA will address the following:

- The Ports representation that it is duly and validly organized, the Port has the authority to execute and deliver this agreement and the Board of Commissioners has authorized the entering of the agreement;
- The Roles, Responsibilities and Commitments of the Oregon Business Development Department;
- Roles, Responsibilities and Commitments of the Port; and
- Reporting Requirements.

The IGA, in its current draft form, has been developed and reviewed by legal counsel and Port Staff and is ready for execution. Port staff has coordinated the development of contract language with the State of Oregon's Business Development Office.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to authorize Commission President David Kronsteiner to execute an Intergovernmental Agreement (IGA) between and among the Port and the State of Oregon – Oregon Business Development Department for the establishment of a Business Relationship. **Motion Passed.**

7. OTHER

8. COMMISSION COMMENTS

John Burns stated there is a meeting tomorrow afternoon at the City Council Chambers of Coos Bay for the Community Enhancement Plan workgroup. The group will discuss funding mechanisms and distribution.

9. NEXT MEETING DATE – Monday, September 16, 2019, 6:30pm.

10. ADJOURN

President Kronsteiner adjourned the meeting at 1:06 p.m. and entered into Executive Session to:

- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
- (h) consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; and
- (n) discuss information about review or approval of programs relating to the security of a number of specified structures, activities and materials relevant to the operation of the state's infrastructure.

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
STRATEGIC PLANNING COMMISSION WORK SESSION
8:30 a.m., Monday, August 19, 2019

Port Conference Room, 125 Central Avenue, Suite 210, 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; Patrick Kerr, Director of Rail Operations; Megan Richardson, Director of Finance; Jake Jacobs, Director of Infrastructure Support Services; Mike Dunning, Director of Maritime Operations; John Buckley, Project Manager; Margaret Barber, External Affairs Manager; Fiona Bai, Marketing Media Specialist; Thomas Durand, Maritime Operations Manager; Rich Lopez, Rail Operations Manager; Treece Rempelos, Rail Operations Support; Krystal Moffett, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

Media & Guests:

None.

1. CALL MEETING TO ORDER

The meeting began at 8:35 a.m.

2. INTRODUCTIONS, BRIEFING AND REVIEW OF PAST INITIATIVES

John Burns began the session by stating the strategic business plan was created in 2015, developed from a state level initiative through legislation that required Business Oregon to have ports enter into strategic business plans in order to solicit money from the state. Commissioners were a part of that process in 2015. Staff will review what has been accomplished and what goals the future holds, and will also look ahead to the upcoming year, as our current plan expires soon. Staff will initiate a more in-depth process next year to generate the next long term business plan, as soon as there is financing in place to do so.

Mr. Burns reviewed the high priority projects included in the 2015 plan:

- CBRL Bridge, Tunnel and Track Structure Rehabilitation: This has been an ongoing effort, with the Port having spent close to \$100 million on the railroad. Phase I of the tunnel project is complete, and Phase II will begin soon. Other completed projects include the timber bridge repairs and the swing span bridge repairs. There is a \$20 million BUILD grant with a \$5 million match that will address the steel bridges, all three swing span bridges, and the Coalbank Slough bridge. Later in this session, the next great need of the railroad will be discussed; which is the track, rail, tie and ballast system.

- CBRL Millington Spur: The Millington Spur was not completed; rather it was switched out with the K2 spur, to meet the need of bringing logs from the Willamette Valley to Coos Bay.
- CBRL Rail Infrastructure on North Spit: In the last year, the deal with Jordan Cove has allowed access to the spur siding for use as a transload facility. Discussions are currently underway with a customer to bring rock aggregate into Coos Bay utilizing that facility for a year or two.
- Replace the T's at B, C, D, and F Dock: Port staff continue to struggle to keep up with damaged and failing docks. This will be an ongoing difficulty and Harbormaster Brandon Collura has been tasked with creating a priority list of needs and how to best address those.
- Upgrade Commercial Fishing Dock: Current Port staff are unsure what this means.
- Make Ice Dock Improvements, including condenser replacement: This came up several years ago, but unfortunately staff have not been able to complete this. It is scheduled to be completed in the next several months.
- Remove Creosote Piles: Last year, 20 pilings were removed and replaced. Staff will continue until all have been replaced. President Kronsteiner asked whether any mitigation points are being received. Mr. Burns stated he did not believe so.
- Small Building Improvements: Last year, major repairs and upgrades at the dock heads were completed. Staff will continue to make improvements to facilities and buildings as needed. A building on Guano Rock Road was recently upgraded and is now the new shop for the maintenance crew and will house the state owned dredge and auxiliary equipment.
- Ongoing RV Park Improvements, including security upgrades: The latest upgrades will be to the security system, which will be covered later in the session.
- New Boatyard Travel Lift: The Port was successful in acquiring a new Travel Lift. This has been a successful year, though more business with the lift is desired.
- Boatyard Travel Lift Slip Improvements: This project is on the list to be completed.
- Boatyard Marine Ways Repair/Replacement: This project is pending.
- Boatyard Work Dock Improvements: The work docks were significantly damaged by a vessel. The Port was successful in working with the insurance carrier to recover some of the cost. Work will begin in the next 12 months.
- Dredging – Charleston Marina and Boatyard: The Port continues to work towards this issue being resolved, particularly in the area of Point Adams and the Shipyard, which fill in rapidly each year. Slack time with the state owned dredge would allow for use of the dredge in those areas.
- Multipurpose/Multimodal Cargo Terminal: Later in the session, there will be a presentation regarding the feasibility study to develop a 200-acre site for a multiuse terminal on the North Spit.
- Develop Sites for Bulk Commodities: Port staff continue to explore opportunities as they come in. The current challenge is finding someone to occupy the GP facility; it is ideally located.
- Channel Deepening: This project continues to move forward and will be discussed as length later in the session.

Mr. Burns spoke of the Port's mission and guiding principles that dictate the path to follow.

3. MARITIME OPERATIONS

Mike Dunning shared information regarding the Channel Modification Project. It was in 1899 the Coos Bay channel was first authorized by Congress; the entrance was 17' at that time. The deepening project is not focused on container ships, though the overall size of ships including container ships are getting bigger. In 1956, the average ship was 5 – 800 TEU's (twenty-foot equivalent unit), compared to today's ships that are 18 – 20,000 TEU's. In order to stay competitive in today's market, the channel needs to be deeper. President Kronsteiner asked the largest ship being targeted with this project. Mr. Dunning stated with tidal fluctuations the channel will be 51' which is deep enough to compete with the major ports, though cannot accommodate the biggest of ships.

Currently the channel is 37' deep, 47' deep at the entrance by 300' wide nominally. The project is proposing to go to 57' deep at the entrance, and 45' depth in the channel and 150' wider; it will remain a one-way channel for larger vessels. The economic study for this project shows a projected \$67 million annual transportation cost savings.

Dredging will begin offshore -1.0 and extend to River Mile 8.2. There is a horizontal clearance issue at the rail bridge and a vertical clearance issue with the McCullough bridge. Dredging volume will be about 15.5 million CY of materials; about 43% of that will be rock and the rest will be sand. The aids to navigation will be relocated. No buoys are being added, just repositioned.

Mr. Dunning spoke of the 204(f) review process, which states that a non-federal entity can widen and deepen a federal channel, though no federal funds will be expended during construction and there must be at least two beneficiaries.

The Port is actively working on state and federal permits, including the Section 404 removal-fill permit. Section 103 is related to the proposed offshore disposal site. The 401 certification is the water quality certification that will come from the state EPA. This applies for the dredging and water quality. It also applies to the littoral beach nourishment, where sand material is being proposed as a 401 disposal site. A text amendment to Coos Bay Estuary Management Plan is needed for the Coastal Zone Management Act. The project goes in and out of the natural aquatic and development aquatic zones.

The 204(f)/408 report was submitted to the Corps in April 2019; they have made their comments which are being reviewed and addressed. The revised and final 204(f)/408 report with 100% plans and specs will be submitted in mid-September 2019.

Mr. Burns stated Port staff has done a good job of moving the project forward. Unfortunately, there are those who view the Channel Deepening Project as part of the Jordan Cove Project. Commissioner Farm asked if this is something Commissioners need to take on to push this project forward. Mr. Burns stated the need to come up with a good set of tactics and to continue working with legislatures.

The project was chosen as a major infrastructure project by Washington DC which will result in one federal decision. The executive order was issued in August 2017 and this project was chosen about one year later. All federal agencies will sign one record of decision within two years of the notice of intent. The Port notice of intent went out in August 2017, though the project was identified one year later and the schedule did not get into the system until December 2018, it will be two years from that point.

Mr. Dunning shared a plan map view of Coos Bay showing the existing channel in blue and the proposed in yellow. In the context of the channel this is not a large project; it will be 75' wider on each side and

8' deeper. The map also shows the existing and proposed disposal sites. Near the channel entrance, Site E is very inefficient and therefore not used. Historically, 60% of material placed in this site ends up back in the channel to be picked up again. Sites F and H are the primary sites, and Site G is used if the offshore sites are not available. The proposed beneficial use disposal site is shown.

Commissioner Hanson asked if there is a requirement to phase the disposal over several years, or if there is a maximum amount per year. Mr. Dunning stated the construction will be done over three years. Commissioner Kronsteiner asked if there will be dredging beyond the north jetty and Mr. Dunning confirmed.

Mr. Dunning shared the zone of effects map. Physical and environmental effects assessed include side slope equilibration, as well as water levels, currents, waves, shoreline erosion, tsunami propagation, salinity, dissolved oxygen, and sedimentation. There are under bay utilities including a gas line, but the project is well clear of that.

Mr. Dunning stated other aspects of maritime operations include safety and security, land management, environmental management and oversight, the unified dredging permit, maritime transportation, and project oversight. Major projects include the Charleston security upgrade, development of a multiuse terminal, evaluating the highest and best use of Port lands, and safety programs. The Charleston security upgrades include possibly putting gates at the dock heads and keycard access for the bathrooms in the RV Park. The Port is also looking at potentially gating the entrances at certain times of the night, possibly with a guard who watches cameras.

Margaret Barber spoke of the recently completed multiuse terminal feasibility study. Inquiries come from all over the world, due to the desirable location of the largest deep-water coastal port between Puget Sound and San Francisco. Feasibility studies have been done in the past but were all quite dated. Permitting processes, as well as costs, have changed. A variety of commodities was studied, not focusing on containers but rather on bulk or breakbulk. It was determined that the permitting process will largely depend on the commodity, but the general timeframe is about 18 months to 2 years. Phase I is estimated at \$286 million and a full build-out with Phase I and II would be about \$500 – 600 million. Initially, the study looked at both the Henderson Ranch site and the North Bay Marine Industrial Park. The findings were that much less wetland mitigation would be needed with the North Bay site.

4. CHARLESTON MARINA

Brandon Collura spoke of Charleston being a vibrant fishing community with a great abundance of valuable stock including albacore tuna, salmon, halibut and rockfish, as well as a shellfish. The Marina Complex offers over 400 moorage slips, and about one third or close to half of those are commercial. There is also the six lane launch ramp for recreational use. The commercial grade ice plant produces an average of 4,000 tons of ice per year. There are numerous commercial and retail spaces available for restaurants and seafood processing. Indoor and outdoor storage facilities are also available. The RV Park is equipped with close to 100 sites and 3 yurts. Though a seasonal part of the business, this provides a great amenity to the fishing community. The Shipyard is a major component of the Marina Complex, with the 100-ton travel lift, 200-ton marine ways, upland storage space for fishing vessels, and private ship building businesses.

Current strategic needs in Charleston include rehabilitating and maintaining infrastructure, maintaining and operating the state-owned dredge, and improving security. There are major infrastructure needs

including the ice plant condenser replacement, T's on the docks, building improvements, and the marine ways at the Shipyard. All of these items are strategic pieces to building a vibrant fishing community. Maintenance staff is currently wrapping up a robust maintenance program for the state-owned dredge. It is important to maintain this equipment and have it available for the short in-water work window. Security upgrades, including better cameras and more staff, are needed to curb the petty theft and other incidents.

A 2015 SWOT analysis showed the Port of Coos Bay as one of the busiest working waterfronts in the state of Oregon, with great access to one of the safest bar crossings and a strong array of outdoor recreational opportunities. Weaknesses include an unsafe and unsecure reputation, aging infrastructure and poor condition of properties, as well as past leases and contractual agreements that do not have the best interest of the Port in mind. Staff are working to turn these around. Best available opportunities include the momentum in tourism, a strong history of maritime culture and trade, and providing more commercial services to the fleet. Threats include an increased number of derelict vessels, regulatory and environmental oversight, and natural disasters or events such as storms or a tsunami. Staff are working to minimize these threats as much as possible.

It is important to maintain a vibrant fishing community in Charleston; in 2018 there were 25.3 million pounds of seafood landed, which is the third largest amount in the state behind Newport and Astoria. That equates to a \$34.3 million value of commercial fish and shellfish. Maintaining the facilities will help to keep the commercial fleet in Charleston and the recreational side also adds value.

Recently completed projects include the replacement of the launch ramp floats and the maintenance shop move. The Oregon State Marine Board worked with the Port on replacing all 20 of the pods for the launch ramp docks, and there has been a great response from the public. Due to the funding from the Marine Board, they are only available to the recreational boaters, but the Port will continue to work with the commercial fishermen. The maintenance shop move has given Port staff more room for tools and it also provides storage for the state-owned dredge equipment.

Highest priority upcoming projects include infrastructure improvements such as the ice plant condenser replacement, other marina infrastructure, security upgrades, and office relocation. The ice plant condenser is past its usable life and must be replaced due to safety concerns; it is an ammonia based system. The project will begin within the next six months, for an estimated \$130,000. In the next five years, priority will be to maintain the dock infrastructure as best as possible, with a focus on creating a priority list of the most broken or decayed. This will also apply to buildings, with repairs to the small leasable spaces being continuous. Security upgrades has been previously discussed and are crucial to building a better reputation for the area. The office relocation will centralize administration and security staff allowing for more efficient operations and will free up the current office for future leasable space.

Commissioner Hanson asked if the hours worked on the dredge can be billed to the state. Mr. Burns confirmed. Business Oregon will provide to the Port approximately \$250,000 per year now available for the dredge maintenance and insurance. The Port will ensure that money is managed properly. Commissioner Martin asked if there is a contract for the upcoming dredge window. Mr. Burns confirmed that Port staff are working on an agreement with the Port of Siuslaw. With lessons learned from previous dredging, the receiving port will be required to put funds into an escrow account or bonded before work will commence.

Short break at 10:00 a.m. Return at 10:20 a.m.

5. MAJOR PROJECTS AND GRANTS

Jake Jacobs spoke of the grants team for the Port having brought in a significant amount of money to complete projects for the public and community good. The team is inclusive of three sections in the core grants teams. The first is the External Affairs Department, taking on the initiative to find grants, build discussion points, and working to ascertain whether the project and grant should be pursued. There are many projects needed and only limited resources. Once a decision is made to move forward, the process of building the application begins. To be competitive, the application needs to be accurate, concise, and descriptive of the need in writing. Once a grant is received, then the project managers step in and must manage the project while keeping an eye on the scope, schedule, and budget. These project managers work hard to maximize their time and keep track of vendors spread across multiple locations.

The Finance Department is essential to the success of these projects. Staff works hard to ensure that funds are available, the budget is adjusted if need be, and predictive analysis provides information to grantors. Reputation is critical when grantors look to award money.

Since 2013, Rail has brought in \$56 million in grant funds. Major projects are being completed, including the Phase I tunnel rehab. In the Charleston Marina, when compared to the Rail, the dollar amount brought in is much smaller. Finding these smaller grants are more challenging, and success has been in the spending of these funds. Competed projects in the Marina include the rehabilitation of the bathroom facilities, the launch ramps, picnic tables, and purchase of the travel lift, among others. Every dollar has been expended on time and that helps to build a priceless reputation with the grantors.

The grant process takes place in three phases. Beginning with the pre-decision labor hours of identifying the grant, validating the need, talking with stakeholders, and submitting the application. The next phase of the process includes satisfying the needs of the granting agency, the notification process, and the determination to obligate. Once the funds are received, then the project can be initiated.

Commissioner Hanson asked if more time was available to pursue grants, whether more could be achieved or if limitations on staffing prevent that. Mr. Jacobs stated there are a multitude of grants available but there is limited time to devote. Mr. Burns added other inhibitors include the up-front engineering and planning work that must be completed prior to application. Where the Port has been successful is where those plans are ready. The Port must also be careful to have match funding sources available. With regards to the BUILD grant, the Port had significant funding lined up to cover the \$5 million match, then as the swing span bridge repairs progressed, that funding was diverted. Port staff have approached MARAD to possibly apply the money spent on the swing span repairs to the match as it was part of the BUILD grant application, or to possibly waive the match requirement. The match was not required as this is a rural community but it gave the Port application an advantage. In the meantime, the \$5 million funding was received from the state.

Mr. Burns stated Port staff met with MARAD recently, and the Port of Coos Bay is the only entity to manage three independent grants through MARAD. With regard to the question of resources, recently the Port found a situation where grant statuses were unclear. Conditions changed and the decision was made to go to a matrix style management of grants, bringing in multiple disciplines.

Commissioner Farm stated the graph of grant money spent is very informative and asked if this could be updated quarterly and included in the commission packet. Mr. Burns stated that information is provided to the granting agencies in quarterly reports, so should be easy to provide to Commissioners.

6. RAILROAD OPERATIONS

Patrick Kerr spoke of the Coos Bay Rail Line, a 130-mile line from Eugene to Coquille, providing the fundamental link in the Port's economic development mission by providing local and regional businesses with safe, direct, efficient and cost-effective rail service to the national rail network and global markets. Sustaining the economic growth and development of rural Lane, Douglas, and Coos Counties is made possible because of the essential infrastructure of the Port's rail line.

Operations utilize the same locomotives and equipment for the daylight and evening schedules. Customers are serviced Monday through Friday and interchange with the Union Pacific. There are two crews in the morning, the switchers, with one in Noti and one in Coos Bay. They switch inbound and outbound traffic, taking the cars to Noti and staging them for the haulers. The Coos Bay switcher stages cars in Hauser to go north. There are two crews at night, the haulers, one in Noti and one in Coos Bay. At a siding in Cushman the inbound and outbound cars are switched between the haulers. Haulers run Sunday through Thursday, 7 p.m. to 7 a.m. and switchers run Monday through Friday, 7 a.m. to 7 p.m. This leaves the weekend open for maintenance or contractor work windows.

Mr. Kerr spoke of the different personnel on the railroad including the engineer and conductor. The engineer moves the train at the direction of the conductor. The bridge tender turns and maintains the bridges. The mechanical and utility employee conducts inspections and repairs of the cars and buildings. The signal maintainer conducts monthly inspection and repairs of all signal crossings as needed. There are two track inspectors and one bridge tender. The CBRL is looking for a locomotive mechanic to help with maintenance. Almost all of the employees are equipment operators as needed. Customer service and car management is taken care of in house. Reporting requirements have to be timely and accurate. The Union Pacific has a 95% threshold required which if met, there is a bonus per railcar. The CBRL averages 98-100% accurate.

Different types of tracks include mainline, sidings and spurs. A siding is an area to go from one side to the other. A spur track is on a customer facility, it typically goes off the line and dead ends. A lead track, like the North Spit, leads from the mainline to different locations. A team track is a spur track that can be utilized by the public. Auxiliary tracks are spare track for equipment or tie up. A wye track allows for positioning of the train.

The rail standard gauge is 4' 8-1/2" from inside of rail to inside of rail. Cross ties distribute the weight of the railroad and come in different lengths. The tie plates keep the rail from moving too much. The joint bars on the inside of the rail, tighten everything down and hold it together. The tamping process keeps rock flat and even, holding the ties in place. The rock also helps to facilitate drainage. The typical right-of-way is 100' wide.

Types of equipment on the railroad include hy-rail maintenance vehicles. CBRL has six hy-rail vehicles; the last of which was just received over the previous weekend. These are important assets to maintain and inspect the track and move about on the right-of-way. Some locations on the line are difficult to access without hy-rail. The types of cars include center beams, box cars, chip cars, gondolas, and covered hoppers. The hauling capacity of the box cars is about 200 tons and the value of each railcar in finished goods is about \$50-80K per car.

There are more than 120 bridges on the CBRL, or 6.55 miles of bridges. There are timber bridges, turn style bridges, concrete deck bridges, and steel bridge structures. There are unique issues with each type of bridge. The timber bridges have a lot of moving parts. The swing span bridges also have a lot of

moving parts and there are no original blueprints. Work for the BUILD grant will replace some of the parts on the three swing spans, but not all. Concrete bridges have replaced some of the timber bridges. There are nine tunnels on the CBRL, or approximately 2.65 miles of tunnels. Phase II of the tunnel rehabilitation project will kick off soon with work on the tunnel drainage, to the cost of about \$19.5 million. There are more than 10 miles of other than mainline track on the CBRL.

Mr. Kerr stated that looking ahead to the next 100 years; the conversation is very different today than it would have been one year ago. Today, the Port owns and operates the line as of November 2018. There has been a decrease in the lumber market, when combined with customer GP closing their mill, has led to a decline in traffic on the CBRL. Staff will continue to work with existing customers and look to acquire new customers and grow. Staff strive to be proactive rather than reactive. Challenges will include ongoing maintenance and inspection. The winter storm in February 2019 shut the line down for three days with clean up efforts. The sand dunes present another maintenance challenge, with ATV riders and wind constantly blowing sand across the tracks. There will need to be a holistic long-term approach to find a solution.

Highest priority projects include ongoing maintenance, work on tunnels, bridges and track, rehabilitation and capacity improvements. The next big project will be the tie and surfacing program. The North Spit spur was last surfaced in 2005/06 and needs to be redone along with some of the sidings. Industry standard for rail replacement is 136 pound rail; there are a variety of sizes on the CBRL, from sidings at 75 pound to the mainline at 112-113 pound. The tie replacement program is estimated at almost 325,000 ties to be replaced, or approximately 3,334 ties per mile.

Other projects include building a transload facility on the north end. Lane County encompasses nearly half of the line, and there is no depot in that area. In order to facilitate connections with customers and expand the growth of the CBRL, a north end depot will be needed. Staff will continue to work with existing customers to help them grow and expand.

Railroad revenue comes from car loading, a fixed amount per car. There is a capital surcharge which also provides revenue, as well as real estate leases. The federal 45 G program provides tax credit, nearly \$300,000 last year. The state recently passed similar legislation. A general rule of thumb for short line railroads states that 100 cars per mile per year are needed to maintain and invest back into the line. On the CBRL that would be about 13,400 cars; current annual average is 7,000, though numbers are down right now due to a market downturn and closed customer facility.

Commissioner Martin asked the speeds at which the railroad is able to operate. Mr. Kerr stated as accepted class, speeds of up to 10 mph are allowed. There are places that run at 5 mph due to slow orders. The North Spit track is 20 mph. Improved infrastructure is needed to reach Class 2, which would allow speeds up to 25 mph.

Mike Stebbins stated that the geography of this line is dramatically different than anywhere in the United States in terms of the amount of maintenance. The South Coast has so much rain and moisture which degrades the steel, wildlife interferes with drainage, landslides can block the track, and wind brings down the debris; maintaining aged infrastructure requires more effort.

Commissioner Farm asked about the cost of the tie and surfacing program, estimated at \$10 million in 6-8 years. Mr. Kerr confirmed, stating it will be completed in cycles. Preventative maintenance along with capital infusions will bring the track conditions where they need to be over time.

Mr. Kerr stated the Federal Railroad Administration (FRA) had a geometry car on line this week, which measures and x-rays the track from Eugene to Coos Bay. This will generate a report showing any areas of concern, allowing the prioritizing of future maintenance. Commissioner Martin asked whether there are issues with king tides elsewhere on the line, other than the spots south of Coos Bay. Mr. Kerr stated there are some backups due to the tides, usually around the lakes in the middle of the line. Commissioner Farm asked about the track south of Coos Bay. Mr. Kerr stated it is out of service right now, but the line, as well as bridges, is still inspected monthly. Brush and vegetation control is being maintained. Commissioner Kronsteiner asked if the Gradall is functioning and performing as expected. Mr. Kerr confirmed it is one of the most useful tools on the line.

7. FINAL DISCUSSION AND WRAP UP

Mr. Burns wrapped up the discussion, stating this session has reviewed the projects included in 2015, what has been accomplished and what remains. Staff welcome any comments, suggestions, challenges, or opportunities.

Commissioner Kronsteiner asked if any progress has been made towards repairing and extending the jetties. Mr. Dunning stated the Army Corps is working on their final plans and specs. They are proposing to go another 125' longer on the north jetty and then stabilize the head in that position. There is no talk of work on the south jetty. Mr. Burns stated the battle is ongoing in Washington DC over the Harbor Maintenance Trust Fund. The House has passed legislation for the release of the full Fund, though the debate is over distribution of funding with the details of how it will be expended caught up in the Senate.

Commissioner Farm stated the work docks in the Shipyard are a safety concern and in dire need of attention.

Commissioner Kronsteiner thanked staff for the presentation, with useful information. Mr. Burns stated that next year, contingent upon funding this document will be updated. If not, staff will continue these strategic planning work sessions to keep up to date with a common approach.

8. ADJOURN

The meeting adjourned at 11:45 a.m.



M E M O R A N D U M

To: John Burns, Chief Executive Officer
From: Mary Green, Accounting Clerk
Date: September 10, 2019
Subject: Invoices Paid for Commission Approval through August 2019

A/P checks issued per NetSuite financial system	1,668,063.20
Payroll disbursement per Umpqua Bank statement	159,188.70
Misc electronic disbursements per Umpqua Bank statement	1,132,576.03
Total Disbursements	<u>\$ 2,959,827.93</u>



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Megan Richardson, Accounting Manager

DATE: September 10, 2019

SUBJECT: August 2019 Contracts Awarded

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

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

Contract	Description	Cost
Scott Partney Construction	Tunnel Drainage Rehab - Phase II	\$14,576,066.64
Scott Partney Construction	Emergency Repairs to Vaughn Viaduct at MP 667.40	\$10,000.00
Total Contracts Awarded for this period:		\$14,586,066.64

Management Reports



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Lanelle Comstock, Chief Administrative Officer
DATE: September 10, 2019
SUBJECT: Administrative Services Management Report

Upcoming Scheduled Meetings and Events:

- September Port Commission Meeting: Monday, September 16, 6:30 pm
- Charleston Advisory Committee Meeting: Wednesday, October 16, noon

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 Office. The next meeting is scheduled for Wednesday, October 16. The previous CAC Meeting minutes were included in last month's Commission Meeting packet for your review.

Security Officer New Hire: Please join me in welcoming Joe Covarrubias to the Port of Coos Bay! Joe is the newest addition to our Security staff. Joe has been working with us since the beginning of July through a staffing agency and quickly proved to be a valuable asset that we needed on our team. Welcome, Joe!!

Reducing Waste: In an effort to reduce waste and save on our kitchen supply expenses, we have purchased tableware in our administrative office to use in place of disposable plates, bowls, cups and utensils. Disposable kitchenware will no longer be available except for occasional guest use.

Identification Cards: Port Administrative Assistant, Krystal Moffett, is in the process of creating and printing identification cards for Port/Rail staff and Commissioners. Unless Krystal hears from you otherwise, she will be using your picture that is posted on the Port's website for your identification card (<https://www.portofcoosbay.com/our-crew>).

Training & Development:

- **Leadership Coos:** Charleston Harbormaster, Brandon Collura, is participating in the 2019/20 Bay Area Chamber of Commerce Leadership Coos class. Leadership Coos is a great networking opportunity and provides the participant with a comprehensive awareness of the history, resources, businesses, industries, services, government, educational system, and tourism attractions that build our community.
- **SDAO Management Staff Training:** Jake Jacobs, the Port's new Director of Infrastructure Support Services, attended SDAO's Board of Directors & Management Staff Training in August. This session covers topics such as the Oregon Government Ethics Law, public

meeting laws, public contracting rules, liabilities and exposures, and about Special Districts in general. This is always a great course for new Managers to learn more about the laws and rules that govern special districts.

- **Continuing Education:** Marketing Media Specialist, Fiona Bai, recently began her second year of attending online courses through Jones Graduate School of Business at Rice University with the goal of attaining a Master of Business Administration Degree. Finance Clerk, Mary Green has been, and continues to, attend courses via Southwest Oregon Community College to receive a second Bachelor's Degree in Accounting with Eastern Oregon University. Fiona and Mary receive educational assistance reimbursement from the Port to increase their knowledge within the duties expected of their positions.
- **Basic Computer & Excel Courses:** Maintenance Foreman, Mike Stonesifer, attended and completed Basic Computer and Excel courses at Southwestern Oregon Community College last Spring. These courses were taken for a better understanding of general computer literacy and spreadsheet use and functionality. Mike said the courses made him feel more comfortable and confident in his computer use.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Director of Finance
DATE: September 10, 2019
SUBJECT: Accounting & Finance Management Report

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

Operating Revenue:

Total operating revenues were \$358K or \$84K less than budget. Charleston had lower revenues than projected due to shrimp season affecting ice sales, and lower occupancy in the Marina and RV Park. Rail Operations had lower car volume than plan which affected the management fee and surcharge revenues projected.

Operating Expense:

Operating expenses totaled \$494K, which was \$73K less than budget. All departments remained within budget this month with the exception of Administration. This budget overrun is related to legal expenses related to arbitration.

Operating Result:

The Port ended July with a \$136K deficit against a planned surplus of \$21K which exceeds plan by \$157K. All departments performed better than plan except for Administration, Charleston, and Rail Operations.

Other Income & Expense:

Total other revenues totaled \$36K; which is \$66K less than budget. This revenue shortage is due to a timing issue. The launch ramp replacement project revenue of \$290K was expected to be received at the beginning part of 2019/20, but with the timing of the close of that grant the revenue was received last fiscal year. Other expenses totaled \$12K in July, which was \$104K less than plan due to the timing of capital projects.

Net Result & Year to Date:

July net result amounted to a loss of \$111K compared to a budgeted surplus of \$8K resulting in a \$119K negative variance. This loss can be attributed to the lower revenues received and the increase in legal fees for this period. This variance underscores the importance of achieving a strong topline, in addition to managing operating expenses well.

Other Comments:

The total cash balances in all bank accounts at August month end were \$3,796,052.19 which is a decrease of \$206,307.84 from July with interest earnings of \$6,292.90. 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 2.75% pa. to 2.64% pa.

Finance staff is finalizing audit schedules and preparing for auditors. This audit will require additional testing at a higher standard due to the amount of Federal funds received this fiscal year. Additionally, the Port will include CBRL as a part of our audit this year. While preparations are already very time consuming, it is increased for this year. The audit team from Moss Adams LLP will be on site to complete audit field work the second week of October.

In an effort to keep all staff educated with the Port's policies Lanelle has been presenting the Port's policy manual by chapter at the monthly management meetings. Finance has been providing input and helping present the material as necessary. The presentations provide key information to new staff and provide a good reminder for established staff.

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



	Current Period				Same Month Last Year			Year to Date				Year End					
	Jul 2019				Jul 2018			Jul 2019 - Jul 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
1 Operating Income																	
2 Administration	1,360	2,027	(667)	(33%)	1,350	10	1%	1,360	2,027	(667)	(33%)	1,350	10	1%	23,651	24,318	(3%)
3 External Affairs	40	0	40	-	0	40	-	40	0	40	-	0	40	-	40	0	-
5 Port Operations	63,157	63,608	(451)	(1%)	60,432	2,726	5%	63,157	63,608	(451)	(1%)	60,432	2,726	5%	762,845	763,296	(0%)
6 Railroad Operations	72,707	115,449	(42,742)	(37%)	404,758	(332,051)	(82%)	72,707	115,449	(42,742)	(37%)	404,758	(332,051)	(82%)	1,031,148	1,073,890	(4%)
8 Charleston Operations																	
9 Building & Dock Leases	15,790	18,348	(2,558)	(14%)	16,109	(319)	(2%)	15,790	18,348	(2,558)	(14%)	16,109	(319)	(2%)	217,612	220,170	(1%)
10 Property Agreements	0	0	0	-	240	(240)	(100%)	0	0	0	-	240	(240)	(100%)	0	0	-
11 Marina	81,373	87,164	(5,791)	(7%)	90,560	(9,188)	(10%)	81,373	0	81,373	-	90,560	(9,188)	(10%)	81,373	0	-
12 Shipyard	16,384	18,955	(2,572)	(14%)	22,286	(5,903)	(26%)	16,384	0	16,384	-	22,286	(5,903)	(26%)	16,384	0	-
13 RV Park	53,148	59,983	(6,835)	(11%)	58,133	(4,986)	(9%)	53,148	0	53,148	-	58,133	(4,986)	(9%)	53,148	0	-
14 Ice Plant	47,813	63,794	(15,982)	(25%)	71,217	(23,405)	(33%)	47,813	0	47,813	-	71,217	(23,405)	(33%)	47,813	0	-
16 Travel Lift	3,091	5,288	(2,197)	(42%)	2,442	650	27%	3,091	0	3,091	-	2,442	650	27%	3,091	0	-
17 Other	3,790	8,235	(4,445)	(54%)	901	2,890	321%	3,790	243,419	(239,629)	(98%)	901	2,890	321%	1,721,391	1,961,020	(12%)
18 Total Charleston Operations	221,388	261,767	(40,379)	(15%)	261,888	(40,500)	(15%)	221,388	261,767	(40,379)	(15%)	261,888	(40,500)	(15%)	2,140,811	2,181,190	(2%)
19 Total Operating Income	358,652	442,851	(84,199)	(19%)	728,427	(369,775)	(51%)	358,652	442,851	(84,199)	(19%)	728,427	(369,775)	(51%)	3,958,495	4,042,694	(2%)
21 Operating Expenses																	
22 Administration	247,301	121,543	(125,758)	(103%)	113,753	(133,547)	(117%)	247,301	121,543	(125,758)	(103%)	113,753	(133,547)	(117%)	1,647,051	1,521,293	(8%)
23 External Affairs	30,173	40,684	10,511	26%	37,426	7,252	19%	30,173	40,684	10,511	26%	37,426	7,252	(19%)	498,720	509,231	(2%)
24 Port Development	19,612	27,373	7,761	28%	23,258	3,646	16%	19,612	27,373	7,761	28%	23,258	3,646	(16%)	344,874	352,635	(2%)
25 Port Operations	20,705	27,307	6,602	24%	14,176	(6,528)	(46%)	20,705	27,307	6,602	24%	14,176	(6,528)	(46%)	338,628	345,230	(2%)
26 Railroad Operations	10,934	17,429	6,495	37%	319,609	308,675	97%	10,934	17,429	6,495	37%	319,609	308,675	(97%)	212,810	219,305	(3%)
27 Dredge Operations	0	0	0	-	3,848	3,848	100%	0	0	0	-	3,848	3,848	(100%)	0	0	-
28 Charleston Operations	165,504	187,374	21,870	12%	167,690	2,186	1%	165,504	187,374	21,870	12%	167,690	2,186	(1%)	2,262,330	2,284,200	(1%)
29 Total Expenses	494,228	421,710	(72,518)	(17%)	679,760	185,532	27%	494,228	421,710	(72,518)	(17%)	679,760	185,532	27%	5,304,412	5,231,894	(1%)
31 Operating Results																	
32 Administration	(245,941)	(119,516)	(126,425)	106%	(112,403)	(133,537)	119%	(245,941)	(119,516)	(126,425)	106%	(112,403)	(133,537)	119%	(1,623,400)	(1,496,975)	8%
33 External Affairs	(30,133)	(40,684)	10,551	(26%)	(37,426)	7,292	(19%)	(30,133)	(40,684)	10,551	(26%)	(37,426)	7,292	(19%)	(498,680)	(509,231)	(2%)
34 Port Development	(19,612)	(27,373)	7,761	(28%)	(23,258)	3,646	(16%)	(19,612)	(27,373)	7,761	(28%)	(23,258)	3,646	(16%)	(344,874)	(352,635)	(2%)
35 Port Operations	42,453	36,301	6,152	17%	46,255	(3,803)	(8%)	42,453	36,301	6,152	17%	46,255	(3,803)	(8%)	424,218	418,066	1%
36 Railroad Operations	61,773	98,020	(36,247)	(37%)	85,149	(23,376)	(27%)	61,773	98,020	(36,247)	(37%)	85,149	(23,376)	(27%)	818,338	854,585	(4%)
37 Dredge Operations	0	0	0	-	(3,848)	3,848	(100%)	0	0	0	-	(3,848)	3,848	(100%)	0	0	-
38 Charleston Operations	55,884	74,393	(18,509)	(25%)	94,198	(38,314)	(41%)	55,884	74,393	(18,509)	(25%)	94,198	(38,314)	(41%)	(121,519)	(103,010)	18%
39 Totals Operating Results	(135,576)	21,141	(156,717)	(741%)	48,667	(184,243)	(379%)	(135,576)	21,141	(156,717)	(741%)	48,667	(184,243)	(379%)	(1,345,917)	(1,189,200)	13%
41 Tax Collected	20,353	17,798	2,555	14%	21,556	(1,203)	(6%)	20,353	17,798	2,555	14%	21,556	(1,203)	(6%)	1,776,555	1,774,000	0%
42 Financial Income	15,000	14,874	126	1%	14,261	739	5%	15,000	14,874	126	1%	14,261	739	5%	222,037	221,911	0%
43 Grant Income	965	55,064	(54,099)	(98%)	5,671	(4,706)	(83%)	965	55,064	(54,099)	(98%)	5,671	(4,706)	(83%)	374,881	428,980	(13%)
44 Loan Receipts	-	15,000	(15,000)	(100%)	0	0	-	0	15,000	(15,000)	(100%)	0	0	-	75,000	90,000	(17%)
45 Other Income	90	0	90	-	30,879	(30,789)	(100%)	90	0	90	-	30,879	(30,789)	(100%)	90	0	-
46 Total Other Income	36,408	102,736	(66,328)	(65%)	72,366	(35,959)	(50%)	36,408	102,736	(66,328)	(65%)	72,366	(35,959)	(50%)	2,448,563	2,514,891	(3%)
48 Financial Expenses & Taxes	2,781	6,916	4,135	(60%)	1,753	(1,027)	59%	2,781	6,916	4,135	(60%)	1,753	(1,027)	59%	78,865	83,000	5%
49 Debt Service	6,390	11,375	4,985	(44%)	4,360	(2,031)	47%	6,390	11,375	4,985	(44%)	4,360	(2,031)	47%	918,510	923,495	1%
50 Capital Outlays	2,657	97,955	95,298	(97%)	9,523	6,866	(72%)	2,657	97,955	95,298	(97%)	9,523	6,866	(72%)	631,427	726,725	13%
51 Interfund Transfers	0	0	0	-	0	0	-	0	0	0	-	0	0	-	1,398,000	1,398,000	0%
52 Total Other Expenses	11,828	116,246	104,418	(90%)	15,636	3,808	(24%)	11,828	116,246	104,418	(90%)	15,636	3,808	(24%)	3,026,802	3,131,220	3%
54 Net Result	(110,996)	7,631	(118,627)	(1555%)	105,398	(216,394)	(205%)	(110,996)	7,631	(118,627)	(1555%)	105,398	(216,394)	(205%)	(1,924,156)	(1,805,529)	7%

Financial Report - Actual vs. Budget
For Period Ending Jul 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			
	Jul 2019				Jul 2018			Jul 2019 - Jul 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
Operating Income																	
4005 Building & Dock Leases	360	360	(0)	0%	350	10	3%	360	360	(0)	0%	350	10	3%	4,318	4,318	0%
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	1,000	1,000	0	0%	1,000	0	0%	12,000	12,000	0%
4290 Other	0	667	(667)	-100%	0	(0)	-100%	0	667	(667)	-100%	0	(0)	-100%	7,333	8,000	-8%
Total Operating Income	1,360	2,027	(667)	-33%	1,350	10	1%	1,360	2,027	(667)	-33%	1,350	10	1%	23,651	24,318	-3%
Expenses																	
Personnel Services																	
5005 Salaries	29,927	45,637	15,710	34%	28,978	(949)	-3%	29,927	45,637	15,710	34%	28,978	(949)	-3%	577,748	593,458	3%
5015 Overtime	0	0	0	-	33	33	100%	0	0	0	-	33	33	100%	0	0	-
5020 Car Allowance	0	0	0	-	346	346	100%	0	0	0	-	346	346	100%	0	0	-
5050 Merit Pool	0	1,621	1,621	100%	0	0	-	0	1,621	1,621	100%	0	0	-	19,464	21,085	8%
Total Compensation	29,927	47,258	17,331	37%	29,358	(569)	-2%	29,927	47,258	17,331	37%	29,358	(569)	-2%	597,212	614,543	3%
5100 Federal Payroll taxes	2,250	3,219	969	30%	2,215	(34)	-2%	2,250	3,219	969	30%	2,215	(34)	-2%	40,894	41,863	2%
5105 State Payroll taxes	7	0	(7)	-	9	2	24%	7	0	(7)	-	9	2	24%	7	0	-
5110 Unemployment Insurance	191	545	354	65%	249	58	23%	191	545	354	65%	249	58	23%	6,731	7,085	5%
5115 Workers compensation	0	93	93	100%	84	84	100%	0	93	93	100%	84	84	100%	1,118	1,211	8%
Total Payroll Taxes	2,447	3,857	1,410	37%	2,557	109	4%	2,447	3,857	1,410	37%	2,557	109	4%	48,749	50,159	3%
5200 Medical insurance	0	5,126	5,126	100%	4,512	4,512	100%	0	5,126	5,126	100%	4,512	4,512	100%	56,391	61,517	8%
5205 Dental insurance	668	951	283	30%	674	7	1%	668	951	283	30%	674	7	1%	11,132	11,415	2%
5215 Term life insurance	316	82	(234)	-285%	218	(98)	-45%	316	82	(234)	-285%	218	(98)	-45%	1,217	983	-24%
5220 Long Term Disability insurance	0	295	295	100%	0	0	-	0	295	295	100%	0	0	-	3,245	3,540	8%
5225 PERS Employee Contributions	7,428	8,686	1,258	14%	5,063	(2,365)	-47%	7,428	8,686	1,258	14%	5,063	(2,365)	-47%	111,691	112,949	1%
5230 PERS Employer Contributions	2,335	2,730	395	14%	2,170	(165)	-8%	2,335	2,730	395	14%	2,170	(165)	-8%	35,105	35,500	1%
Total Insured Benefits	10,746	17,870	7,124	40%	12,637	1,891	15%	10,746	17,870	7,124	40%	12,637	1,891	15%	218,780	225,904	3%
Total Personnel Services	43,121	68,985	25,864	37%	44,552	1,431	3%	43,121	68,985	25,864	37%	44,552	1,431	3%	864,742	890,606	3%
Goods & Services																	
6005 Seminars & training	650	2,413	1,763	73%	550	(100)	-18%	650	2,413	1,763	73%	550	(100)	-18%	27,187	28,950	6%
6010 Educational reimbursement	582	1,417	835	59%	0	(582)	-	582	1,417	835	59%	0	(582)	-	16,165	17,000	5%
Total Staff Training	1,232	3,830	2,598	68%	550	(682)	-124%	1,232	3,830	2,598	68%	550	(682)	-124%	43,352	45,950	6%
6020 Travel - airfare	0	250	250	100%	0	0	-	0	250	250	100%	0	0	-	2,750	3,000	8%
6025 Travel - lodging & transportation	0	333	333	100%	271	271	100%	0	333	333	100%	271	271	100%	3,667	4,000	8%
6030 Travel - Per Diem & mileage reimbursement	268	292	24	8%	165	(102)	-62%	268	292	24	8%	165	(102)	-62%	3,476	3,500	1%
6035 Meals & Entertainment	564	567	3	1%	322	(242)	-75%	564	567	3	1%	322	(242)	-75%	6,797	6,800	0%
Total Travel & Entertainment	832	1,442	610	42%	759	(73)	-10%	832	1,442	610	42%	759	(73)	-10%	16,690	17,300	4%

Financial Report - Actual vs. Budget
For Period Ending Jul 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			
	Jul 2019				Jul 2018			Jul 2019 - Jul 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	947	1,000	53	5%	1,565	618	39%	947	1,000	53	5%	1,565	618	39%	11,947	12,000	0%
6055 Kitchen supplies	231	417	186	45%	331	100	30%	231	417	186	45%	331	100	30%	4,814	5,000	4%
6060 IT supplies	194	625	431	69%	24	(170)	-709%	194	625	431	69%	24	(170)	-709%	7,069	7,500	6%
6070 Postage & courier services	533	333	(200)	-60%	0	(533)	-	533	333	(200)	-60%	0	(533)	-	4,200	4,000	-5%
6080 Office lease	7,726	7,917	191	2%	5,931	(1,796)	-30%	7,726	7,917	191	2%	5,931	(1,796)	-30%	94,809	95,000	0%
6085 Office equipment lease	0	168	168	100%	504	504	100%	0	168	168	100%	504	504	100%	1,847	2,015	8%
6090 IT SW subscriptions & licenses	8,595	10,417	1,822	17%	7,332	(1,263)	-17%	8,595	10,417	1,822	17%	7,332	(1,263)	-17%	123,178	125,000	1%
6095 Commission expenses	291	375	84	22%	0	(291)	-	291	375	84	22%	0	(291)	-	4,416	4,500	2%
Total Office Expense	18,672	21,669	2,997	14%	15,912	(2,760)	-17%	18,672	21,669	2,997	14%	15,912	(2,760)	-17%	257,018	260,015	1%
6100 Telephone - landline	374	550	176	32%	461	87	19%	374	550	176	32%	461	87	19%	6,424	6,600	3%
6105 Telephone - mobile	622	805	183	23%	556	(66)	-12%	622	805	183	23%	556	(66)	-12%	9,477	9,660	2%
6110 Internet services	604	608	4	1%	604	0	0%	604	608	4	1%	604	0	0%	7,296	7,300	0%
6115 Cable TV	55	53	(2)	-4%	43	(12)	-28%	55	53	(2)	-4%	43	(12)	-28%	632	630	0%
6130 Electricity	546	700	154	22%	497	(48)	-10%	546	700	154	22%	497	(48)	-10%	8,246	8,400	2%
Total Utilities	2,201	2,716	515	19%	2,161	(40)	-2%	2,201	2,716	515	19%	2,161	(40)	-2%	32,075	32,590	2%
6205 Janitorial services	484	485	2	0%	373	(111)	-30%	484	485	2	0%	373	(111)	-30%	5,819	5,820	0%
6215 Payroll services	321	775	454	59%	314	(7)	-2%	321	775	454	59%	314	(7)	-2%	8,851	9,305	5%
6245 Legal advertising	73	250	177	71%	92	18	20%	73	250	177	71%	92	18	20%	2,823	3,000	6%
6250 Legal services	178,608	12,500	(166,108)	-1329%	46,884	(131,725)	-281%	178,608	12,500	(166,108)	-1329%	46,884	(131,725)	-281%	316,108	150,000	-111%
6255 Auditing	0	4,583	4,583	100%	0	0	-	0	4,583	4,583	100%	0	0	-	50,417	55,000	8%
6260 Consulting services	0	583	583	100%	0	0	-	0	583	583	100%	0	0	-	6,417	7,000	8%
6265 Recruiting services	10	833	823	99%	666	656	99%	10	833	823	99%	666	656	99%	9,177	10,000	8%
6290 Commercial insurance	1,565	1,526	(39)	-3%	1,367	(199)	-15%	1,565	1,526	(39)	-3%	1,367	(199)	-15%	18,356	18,317	0%
Total Professional Services	181,061	21,535	(159,526)	-741%	49,695	(131,366)	-264%	181,061	21,535	(159,526)	-741%	49,695	(131,366)	-264%	417,968	258,442	-62%
6351 Awards & Recognitions	0	271	271	100%	125	125	100%	0	271	271	100%	125	125	100%	2,979	3,250	8%
Total Marketing Expense	0	271	271	100%	125	125	100%	0	271	271	100%	125	125	100%	2,979	3,250	8%
6450 Fuel - Gas	0	250	250	100%	0	0	-	0	250	250	100%	0	0	-	2,750	3,000	8%
Total Operational Expense	0	850	850	100%	0	0	-	0	850	850	100%	0	0	-	9,350	10,200	8%
6500 Repairs & maintenance equipment	182	0	(182)	-	0	(182)	-	182	0	(182)	-	0	(182)	-	182	0	-
6505 Repairs & maintenance vehicles	0	120	120	100%	0	0	-	0	120	120	100%	0	0	-	1,320	1,440	8%
6510 Repairs & maintenance buildings	0	125	125	100%	0	0	-	0	125	125	100%	0	0	-	1,375	1,500	8%
Total Repair and Maintenance	182	245	63	26%	0	(182)	-	182	245	63	26%	0	(182)	-	2,877	2,940	2%
Total Goods & Services	204,180	52,558	(151,622)	-288%	69,202	(134,978)	-195%	204,180	52,558	(151,622)	-288%	69,202	(134,978)	-195%	782,309	630,687	-24%
Total Expenses	247,301	121,543	(125,758)	-103%	113,753	(133,547)	-117%	247,301	121,543	(125,758)	-103%	113,753	(133,547)	-117%	1,647,051	1,521,293	-8%
Operating Results	(245,941)	(119,516)	(126,425)	106%	(112,403)	(133,537)	119%	(245,941)	(119,516)	(126,425)	106%	(112,403)	(133,537)	119%	(1,623,400)	(1,496,975)	8%

Financial Report - Actual vs. Budget
For Period Ending Jul 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			
	Jul 2019				Jul 2018			Jul 2019 - Jul 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
Other Income & Expenses																	
Other Income																	
4405 Property Taxes - Current Year	7,220	11,646	(4,426)	-38%	11,375	(4,155)	-37%	7,220	11,646	(4,426)	-38%	11,375	(4,155)	-37%	1,719,574	1,724,000	0%
4410 Property Taxes - Prior Years	13,111	6,152	6,959	113%	10,132	2,979	29%	13,111	6,152	6,959	113%	10,132	2,979	29%	56,959	50,000	14%
4505 Interest - Bank	7,626	7,500	126	2%	6,887	739	11%	7,626	7,500	126	2%	6,887	739	11%	90,126	90,000	0%
4506 Interest - Southport Note	2,214	2,214	0	0%	2,366	(152)	-6%	2,214	2,214	0	0%	2,366	(152)	-6%	25,711	25,711	0%
4515 Principal Repayment - Southport Note	5,160	5,160	0	0%	5,007	152	3%	5,160	5,160	0	0%	5,007	152	3%	62,776	62,776	0%
4905 Other	0	0	0	-	1	(1)	-100%	0	0	0	-	1	(1)	-100%	0	0	-
Total Other Income	35,330	32,672	2,658	8%	35,769	(439)	-1%	35,330	32,672	2,658	8%	35,769	(439)	-1%	1,955,146	1,952,487	0%
Other Expenses																	
Taxes & Misc Expenses																	
6740 Merchant fees	2,274	1,833	(441)	-24%	2,324	50	2%	2,274	1,833	(441)	-24%	2,324	50	2%	22,441	22,000	-2%
6745 Banking fees	507	83	(424)	-511%	0	(507)	-1013840%	507	83	(424)	-511%	0	(507)	-1013840%	1,424	1,000	-42%
6995 Budget Contingency	0	4,167	4,167	100%	0	0	-	0	4,167	4,167	100%	0	0	-	45,833	50,000	8%
Total Taxes & Misc Expenses	2,781	6,083	3,302	54%	2,324	(457)	-20%	2,781	6,083	3,302	54%	2,324	(457)	-20%	69,698	73,000	5%
Debt Services																	
9005 Transfers out	0	0	0	-	0	0	-	0	0	0	-	0	0	-	1,398,000	1,398,000	0%
Total Debt Services	0	0	0	-	0	0	-	0	0	0	-	0	0	-	1,398,000	1,398,000	0%
Total Other Expenses	2,781	6,083	3,302	54%	2,324	(457)	-20%	2,781	6,083	3,302	54%	2,324	(457)	-20%	1,467,698	1,471,000	0%
Net Other Income	32,550	26,589	5,961	22%	33,445	(896)	-3%	32,550	26,589	5,961	22%	33,445	(896)	-3%	487,448	481,487	1%
Net Result	(213,391)	(92,927)	(120,464)	130%	(78,958)	(134,433)	170%	(213,391)	(92,927)	(120,464)	130%	(78,958)	(134,433)	170%	(1,135,952)	(1,015,488)	12%

Financial Report - Actual vs. Budget
For Period Ending Jul 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			
	Jul 2019				Jul 2018				Jul 2019 - Jul 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	40	0	40	-	0	40	-	0	0	0	-	0	0	-	0	0	-
Total Operating Income	40	0	40	-	0	40	-	0	0	0	-	0	0	-	0	0	-
Expenses																	
Personnel Services																	
5005 Salaries	6,740	16,229	9,489	58%	13,588	6,847	50%	0	16,229	16,229	100%	13,588	13,588	100%	194,812	211,041	8%
5010 Other compensation	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
5015 Overtime	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
5020 Car Allowance	0	0	0	-	519	519	100%	0	0	0	-	519	519	100%	0	0	-
Total Compensation	6,740	16,229	9,489	58%	14,107	7,366	52%	0	16,229	16,229	100%	14,107	14,107	100%	194,812	211,041	8%
5100 Federal Payroll taxes	511	1,242	731	59%	1,065	554	52%	0	1,242	1,242	100%	1,065	1,065	100%	14,903	16,145	8%
5105 State Payroll taxes	2	0	(2)	-	4	2	49%	0	0	0	-	4	4	100%	0	0	-
5110 Unemployment Insurance	131	218	87	40%	106	(25)	-24%	0	218	218	100%	106	106	100%	2,612	2,830	8%
5115 Workers compensation	0	34	34	100%	44	44	100%	0	34	34	100%	44	44	100%	405	439	8%
Total Payroll Taxes	644	1,494	850	57%	1,219	575	47%	0	1,494	1,494	100%	1,219	1,219	100%	17,920	19,414	8%
5200 Medical insurance	1,453	2,770	1,317	48%	2,220	768	35%	0	2,770	2,770	100%	2,220	2,220	100%	30,466	33,236	8%
5205 Dental insurance	154	337	183	54%	262	107	41%	0	337	337	100%	262	262	100%	3,707	4,044	8%
5215 Term life insurance	3	35	32	91%	144	141	98%	0	35	35	100%	144	144	100%	386	421	8%
5220 Long Term Disability insurance	0	101	101	100%	0	0	-	0	101	101	100%	0	0	-	1,115	1,216	8%
5225 PERS Employee Contributions	1,778	2,467	689	28%	2,627	849	32%	0	2,467	2,467	100%	2,627	2,627	100%	29,610	32,077	8%
5230 PERS Employer Contributions	559	775	216	28%	1,126	567	50%	0	775	775	100%	1,126	1,126	100%	9,307	10,082	8%
Total Insured Benefits	3,947	6,485	2,538	39%	6,379	2,431	38%	0	6,485	6,485	100%	6,379	6,379	100%	74,591	81,076	8%
Total Personnel Services	11,332	24,208	12,876	53%	21,705	10,373	48%	0	24,208	24,208	100%	21,705	21,705	100%	287,323	311,531	8%
Goods & Services																	
6005 Seminars & training	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6010 Educational reimbursement	6,000	0	(6,000)	-	0	(6,000)	-	0	0	0	-	0	0	-	0	0	-
Total Staff Training	6,000	0	(6,000)	-	0	(6,000)	-	0	0	0	-	0	0	-	0	0	-
6020 Travel - airfare	0	333	333	100%	0	0	-	0	333	333	100%	0	0	-	3,667	4,000	8%
6025 Travel - lodging & transportation	0	542	542	100%	0	0	-	0	542	542	100%	0	0	-	5,958	6,500	8%
6030 Travel - Per Diem & mileage reimbursement	0	542	542	100%	125	125	100%	0	542	542	100%	125	125	100%	5,958	6,500	8%
6035 Meals & Entertainment	72	417	345	83%	52	(20)	-39%	0	417	417	100%	52	52	100%	4,583	5,000	8%
Total Travel & Entertainment	72	1,834	1,762	96%	177	105	59%	0	1,834	1,834	100%	177	177	100%	20,166	22,000	8%

Financial Report - Actual vs. Budget
For Period Ending Jul 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			
	Jul 2019				Jul 2018			Jul 2019 - Jul 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	49	42	(7)	-16%	0	(49)	-	0	42	42	100%	0	0	-	458	500	8%
6060 IT supplies	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6070 Postage & courier services	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6075 Memberships & dues	3,532	3,333	(199)	-6%	881	(2,652)	-301%	0	3,333	3,333	100%	881	881	100%	36,667	40,000	8%
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	-	13	13	100%	0	0	-
Total Office Expense	3,581	3,375	(206)	-6%	894	(2,687)	-301%	0	3,375	3,375	100%	894	894	100%	37,125	40,500	8%
6105 Telephone - mobile	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
Total Utilities	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6250 Legal services	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6260 Consulting services	0	833	833	100%	0	0	-	0	833	833	100%	0	0	-	9,167	10,000	8%
6270 Contracted Services	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6290 Commercial insurance	49	0	(49)	-	0	(49)	-	0	0	0	-	0	0	-	0	0	-
Total Professional Services	49	833	784	94%	0	(49)	-	0	833	833	100%	0	0	-	9,167	10,000	8%
6300 Promotional & marketing services	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6305 Promotional items	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6310 Marketing supplies	1,090	667	(423)	-63%	1,338	248	19%	0	667	667	100%	1,338	1,338	100%	7,333	8,000	8%
6315 Advertising	1,248	1,667	419	25%	7,339	6,091	83%	0	1,667	1,667	100%	7,339	7,339	100%	18,333	20,000	8%
6320 Cargo recruitment & development	0	833	833	100%	0	0	-	0	833	833	100%	0	0	-	9,167	10,000	8%
6325 Commercial Marketing	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6340 Legislative support	6,802	6,667	(135)	-2%	5,973	(829)	-14%	0	6,667	6,667	100%	5,973	5,973	100%	73,333	80,000	8%
6345 Community affairs	0	600	600	100%	0	0	-	0	600	600	100%	0	0	-	6,600	7,200	8%
Total Marketing Expense	9,140	10,434	1,294	12%	14,650	5,510	38%	0	10,434	10,434	100%	14,650	14,650	100%	114,766	125,200	8%
6415 Clothing	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
Total Operational Expense	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
Total Goods & Services	18,842	16,476	(2,366)	-14%	15,721	(3,121)	-20%	0	16,476	16,476	100%	15,721	15,721	100%	181,224	197,700	8%
Total Expenses	30,173	40,684	10,511	26%	37,426	7,252	19%	0	40,684	40,684	100%	37,426	37,426	100%	468,547	509,231	8%
Operating Results	(30,133)	(40,684)	10,551	-26%	(37,426)	7,292	-19%	0	(40,684)	40,684	-100%	(37,426)	37,426	-100%	(468,547)	(509,231)	-8%
Other Income & Expenses																	
Other Income																	
4695 Grants Received - Other	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
Total Other Income	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
Net Other Income	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
Net Result	(30,133)	(40,684)	10,551	-26%	(37,426)	7,292	-19%	0	(40,684)	40,684	-100%	(37,426)	37,426	-100%	(468,547)	(509,231)	-8%

Financial Report - Actual vs. Budget
For Period Ending Jul 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					
	Jul 2019		\$ Diff	% Diff	Jul 2018			Jul 2019 - Jul 2019				Prior FYTD vs Current FYTD					
	Actual	Budget			Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
Expenses																	
Personnel Services																	
5005 Salaries	11,716	18,551	6,835	37%	4,908	(6,808)	-139%	11,716	18,551	6,835	37%	4,908	(6,808)	-139%	234,405	241,240	3%
5020 Car Allowance	0	0	0	-	173	173	100%	0	0	0	-	173	173	100%	0	0	-
Total Compensation	11,716	18,551	6,835	37%	5,081	(6,635)	-131%	11,716	18,551	6,835	37%	5,081	(6,635)	-131%	234,405	241,240	3%
5100 Federal Payroll taxes	896	1,419	523	37%	356	(540)	-151%	896	1,419	523	37%	356	(540)	-151%	17,932	18,455	3%
5105 State Payroll taxes	3	0	(3)	-	2	(2)	-105%	3	0	(3)	-	2	(2)	-105%	3	0	-
5110 Unemployment Insurance	197	218	21	10%	0	(197)	-	197	218	21	10%	0	(197)	-	2,809	2,830	1%
5115 Workers compensation	0	43	43	100%	40	40	100%	0	43	43	100%	40	40	100%	512	555	8%
Total Payroll Taxes	1,096	1,680	584	35%	398	(698)	-175%	1,096	1,680	584	35%	398	(698)	-175%	21,256	21,840	3%
5200 Medical insurance	1,020	2,357	1,337	57%	874	(146)	-17%	1,020	2,357	1,337	57%	874	(146)	-17%	26,943	28,280	5%
5205 Dental insurance	100	277	177	64%	106	6	6%	100	277	177	64%	106	6	6%	3,150	3,327	5%
5215 Term life insurance	0	35	35	100%	99	99	100%	0	35	35	100%	99	99	100%	386	421	8%
5220 Long Term Disability insurance	0	116	116	100%	0	0	-	0	116	116	100%	0	0	-	1,274	1,390	8%
5225 PERS Employee Contributions	2,260	2,910	650	22%	946	(1,314)	-139%	2,260	2,910	650	22%	946	(1,314)	-139%	37,193	37,843	2%
5230 PERS Employer Contributions	710	915	205	22%	406	(305)	-75%	710	915	205	22%	406	(305)	-75%	11,689	11,894	2%
Total Insured Benefits	4,090	6,610	2,520	38%	2,431	(1,660)	-68%	4,090	6,610	2,520	38%	2,431	(1,660)	-68%	80,635	83,155	3%
Total Personnel Services	16,902	26,841	9,939	37%	7,910	(8,992)	-114%	16,902	26,841	9,939	37%	7,910	(8,992)	-114%	336,296	346,235	3%
Goods & Services																	
6020 Travel - airfare	60	83	23	28%	0	(60)	-	60	83	23	28%	0	(60)	-	977	1,000	2%
6025 Travel - lodging & transportation	1,526	83	(1,443)	-1738%	0	(1,526)	-	1,526	83	(1,443)	-1738%	0	(1,526)	-	2,443	1,000	-144%
6030 Travel - Per Diem & mileage reimbursement	1,027	250	(777)	-311%	0	(1,027)	-	1,027	250	(777)	-311%	0	(1,027)	-	3,777	3,000	-26%
6035 Meals & Entertainment	20	0	(20)	-	0	(20)	-	20	0	(20)	-	0	(20)	-	20	0	-
Total Travel & Entertainment	2,633	416	(2,217)	-533%	0	(2,633)	-	2,633	416	(2,217)	-533%	0	(2,633)	-	7,217	5,000	-44%
6260 Consulting services	0	0	0	-	15,324	15,324	100%	0	0	0	-	15,324	15,324	100%	0	0	-
6290 Commercial insurance	41	0	(41)	-	0	(41)	-	41	0	(41)	-	0	(41)	-	41	0	-
Total Professional Services	41	0	(41)	-	15,324	15,282	100%	41	0	(41)	-	15,324	15,282	100%	41	0	-

Financial Report - Actual vs. Budget
For Period Ending Jul 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					
	Jul 2019		\$ Diff	% Diff	Jul 2018			Jul 2019 - Jul 2019				Prior FYTD vs Current FYTD					
	Actual	Budget			Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6415 Clothing	0	33	33	100%	0	0	-	0	33	33	100%	0	0	-	367	400	8%
6450 Fuel - Gas	36	83	47	57%	0	(36)	-	36	83	47	57%	0	(36)	-	953	1,000	5%
Total Operational Expense	36	116	80	69%	0	(36)	-	36	116	80	69%	0	(36)	-	1,320	1,400	6%
6515 Repairs & maintenance land improvements	0	0	0	-	24	24	100%	0	0	0	-	24	24	100%	0	0	-
Total Repair and Maintenance	0	0	0	-	24	24	100%	0	0	0	-	24	24	100%	0	0	-
Total Goods & Services	2,710	532	(2,178)	-409%	15,348	12,638	82%	2,710	532	(2,178)	-409%	15,348	12,638	82%	8,578	6,400	-34%
Total Expenses	19,612	27,373	7,761	28%	23,258	3,646	16%	19,612	27,373	7,761	28%	23,258	3,646	16%	344,874	352,635	2%
Operating Results	(19,612)	(27,373)	7,761	-28%	(23,258)	3,646	-16%	(19,612)	(27,373)	7,761	-28%	(23,258)	3,646	-16%	(344,874)	(352,635)	-2%
Other Income & Expenses																	
Other Income																	
4605 Grants Received - ODOT Lottery	965	11,867	(10,902)	-92%	5,671	(4,706)	-83%	965	11,867	(10,902)	-92%	5,671	(4,706)	-83%	131,498	142,400	-8%
Total Other Income	965	11,867	(10,902)	-92%	5,671	(4,706)	-83%	965	11,867	(10,902)	-92%	5,671	(4,706)	-83%	131,498	142,400	-8%
Other Expenses																	
Taxes & Misc Expenses																	
6745 Banking fees	0	833	833	100%	0	0	-	0	833	833	100%	0	0	-	9,167	10,000	8%
Total Taxes & Misc Expenses	0	833	833	100%	0	0	-	0	833	833	100%	0	0	-	9,167	10,000	8%
Debt Services																	
7010 Interest payment	6,390	11,375	4,985	44%	0	(6,390)	-	6,390	11,375	4,985	44%	0	(6,390)	-	131,515	136,500	4%
Total Debt Services	6,390	11,375	4,985	44%	0	(6,390)	-	6,390	11,375	4,985	44%	0	(6,390)	-	131,515	136,500	4%
Total Other Expenses	6,390	12,208	5,818	48%	0	(6,390)	-	6,390	12,208	5,818	48%	0	(6,390)	-	140,682	146,500	4%
Net Other Income	(5,425)	(341)	(5,084)	1491%	5,671	(11,096)	-196%	(5,425)	(341)	(5,084)	1491%	5,671	(11,096)	-196%	(9,184)	(4,100)	124%
Net Result	(25,037)	(27,714)	2,677	-10%	(17,587)	(7,450)	42%	(25,037)	(27,714)	2,677	-10%	(17,587)	(7,450)	42%	(354,058)	(356,735)	-1%

Financial Report - Actual vs. Budget
For Period Ending Jul 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					
	Jul 2019		\$ Diff	% Diff	Jul 2018		Jul 2019 - Jul 2019				Prior FYTD vs Current FYTD						
	Actual	Budget			Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	9,303	9,395	(92)	-1%	8,944	359	4%	9,303	9,395	(92)	-1%	8,944	359	4%	112,653	112,745	0%
4010 Property Agreements	7,550	6,750	800	12%	7,388	162	2%	7,550	6,750	800	12%	7,388	162	2%	81,800	81,000	1%
4240 Project Management Fees	46,305	47,463	(1,158)	-2%	44,100	2,205	5%	46,305	47,463	(1,158)	-2%	44,100	2,205	5%	568,393	569,551	0%
Total Operating Income	63,157	63,608	(451)	-1%	60,432	2,726	5%	63,157	63,608	(451)	-1%	60,432	2,726	5%	762,845	763,296	0%
Expenses																	
Personnel Services																	
5005 Salaries	9,278	13,031	3,753	29%	9,232	(46)	0%	9,278	13,031	3,753	29%	9,232	(46)	0%	165,700	169,453	2%
5020 Car Allowance	0	0	0	-	346	346	100%	0	0	0	-	346	346	100%	0	0	-
Total Compensation	9,278	13,031	3,753	29%	9,578	300	3%	9,278	13,031	3,753	29%	9,578	300	3%	165,700	169,453	2%
5100 Federal Payroll taxes	710	997	287	29%	733	23	3%	710	997	287	29%	733	23	3%	12,676	12,963	2%
5105 State Payroll taxes	2	0	(2)	-	3	1	24%	2	0	(2)	-	3	1	24%	2	0	-
5110 Unemployment Insurance	71	145	74	51%	98	27	27%	71	145	74	51%	98	27	27%	1,813	1,887	4%
5115 Workers compensation	0	30	30	100%	39	39	100%	0	30	30	100%	39	39	100%	360	390	8%
Total Payroll Taxes	783	1,172	389	33%	873	90	10%	783	1,172	389	33%	873	90	10%	14,851	15,240	3%
5200 Medical insurance	3,927	0	(3,927)	-	(945)	(4,872)	516%	3,927	0	(3,927)	-	(945)	(4,872)	516%	3,927	0	-
5205 Dental insurance	204	223	19	8%	206	2	1%	204	223	19	8%	206	2	1%	2,656	2,675	1%
5215 Term life insurance	101	23	(78)	-341%	99	(2)	-2%	101	23	(78)	-341%	99	(2)	-2%	359	281	-28%
5220 Long Term Disability insurance	0	81	81	100%	0	0	-	0	81	81	100%	0	0	-	895	976	8%
5225 PERS Employee Contributions	2,474	2,488	14	1%	1,053	(1,421)	-135%	2,474	2,488	14	1%	1,053	(1,421)	-135%	32,334	32,348	0%
5230 PERS Employer Contributions	778	782	4	1%	451	(326)	-72%	778	782	4	1%	451	(326)	-72%	10,163	10,167	0%
Total Insured Benefits	7,484	3,597	(3,887)	-108%	865	(6,619)	-765%	7,484	3,597	(3,887)	-108%	865	(6,619)	-765%	50,334	46,447	-8%
Total Personnel Services	17,545	17,800	255	1%	11,316	(6,229)	-55%	17,545	17,800	255	1%	11,316	(6,229)	-55%	230,885	231,140	0%
Goods & Services																	
6020 Travel - airfare	1,002	333	(669)	-201%	0	(1,002)	-	1,002	333	(669)	-201%	0	(1,002)	-	4,669	4,000	-17%
6025 Travel - lodging & transportation	0	1,250	1,250	100%	1,052	1,052	100%	0	1,250	1,250	100%	1,052	1,052	100%	13,750	15,000	8%
6030 Travel - Per Diem & mileage reimbursement	626	333	(293)	-88%	788	162	21%	626	333	(293)	-88%	788	162	21%	4,293	4,000	-7%
6035 Meals & Entertainment	0	21	21	100%	0	0	-	0	21	21	100%	0	0	-	229	250	8%
Total Travel & Entertainment	1,627	1,937	310	16%	1,840	213	12%	1,627	1,937	310	16%	1,840	213	12%	22,940	23,250	1%
6130 Electricity	118	133	15	11%	189	70	37%	118	133	15	11%	189	70	37%	1,585	1,600	1%
Total Utilities	118	133	15	11%	189	70	37%	118	133	15	11%	189	70	37%	1,585	1,600	1%

Financial Report - Actual vs. Budget
For Period Ending Jul 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					
	Jul 2019		\$ Diff	% Diff	Jul 2018		% Diff	Jul 2019 - Jul 2019		% Diff	Prior FYTD vs Current FYTD		Jul 2019 - Jun 2020				
	Actual	Budget			Actual	\$ Diff		Actual	Budget		\$ Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6200 Temporary/Contract help	0	208	208	100%	0	0	-	0	208	208	100%	0	0	-	2,292	2,500	8%
6260 Consulting services	0	833	833	100%	0	0	-	0	833	833	100%	0	0	-	9,167	10,000	8%
6290 Commercial insurance	765	702	(63)	-9%	675	(90)	-13%	765	702	(63)	-9%	675	(90)	-13%	8,483	8,420	-1%
Total Professional Services	765	1,743	978	56%	675	(90)	-13%	765	1,743	978	56%	675	(90)	-13%	19,942	20,920	5%
6400 Small equipment & tools	0	42	42	100%	0	0	-	0	42	42	100%	0	0	-	458	500	8%
6405 Safety/hazardous materials	601	1,667	1,066	64%	0	(601)	-	601	1,667	1,066	64%	0	(601)	-	18,934	20,000	5%
6410 Signage	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
6415 Clothing	0	42	42	100%	0	0	-	0	42	42	100%	0	0	-	458	500	8%
6430 Equipment Rental	0	167	167	100%	0	0	-	0	167	167	100%	0	0	-	1,833	2,000	8%
6450 Fuel - Gas	0	208	208	100%	0	0	-	0	208	208	100%	0	0	-	2,292	2,500	8%
Total Operational Expense	601	2,509	1,908	76%	0	(601)	-	601	2,509	1,908	76%	0	(601)	-	28,192	30,100	6%
6505 Repairs & maintenance vehicles	0	60	60	100%	0	0	-	0	60	60	100%	0	0	-	660	720	8%
6510 Repairs & maintenance buildings	0	417	417	100%	35	35	100%	0	417	417	100%	35	35	100%	4,583	5,000	8%
6515 Repairs & maintenance land improvements	0	1,667	1,667	100%	122	122	100%	0	1,667	1,667	100%	122	122	100%	18,333	20,000	8%
6520 Repairs & maintenance docks	48	833	785	94%	0	(48)	-	48	833	785	94%	0	(48)	-	9,215	10,000	8%
6575 Waterway Leases	0	208	208	100%	0	0	-	0	208	208	100%	0	0	-	2,292	2,500	8%
Total Repair and Maintenance	48	3,185	3,137	98%	157	109	69%	48	3,185	3,137	98%	157	109	69%	35,083	38,220	8%
Total Goods & Services	3,160	9,507	6,347	67%	2,860	(299)	-10%	3,160	9,507	6,347	67%	2,860	(299)	-10%	107,743	114,090	6%
Total Expenses	20,705	27,307	6,602	24%	14,176	(6,528)	-46%	20,705	27,307	6,602	24%	14,176	(6,528)	-46%	338,628	345,230	2%
Operating Results	42,453	36,301	6,152	17%	46,255	(3,803)	-8%	42,453	36,301	6,152	17%	46,255	(3,803)	-8%	424,218	418,066	1%
Taxes & Misc Expenses																	
Net Result	42,453	36,301	6,152	17%	46,255	(3,803)	-8%	42,453	36,301	6,152	17%	46,255	(3,803)	-8%	424,218	418,066	1%

Financial Report - Actual vs. Budget
For Period Ending Jul 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					
	Jul 2019				Jul 2018			Jul 2019 - Jul 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%	16,109	(319)	-2%	15,790	18,348	(2,558)	-14%	16,109	(319)	-2%	217,612	220,170	-1%
4010 Property Agreements	0	0	0	-	240	(240)	-100%	0	0	0	-	240	(240)	-100%	0	0	-
4100 Annual Moorage	20,967	37,140	(16,173)	-44%	31,720	(10,753)	-34%	20,967	37,140	(16,173)	-44%	31,720	(10,753)	-34%	471,027	487,200	-3%
4105 Semi-Annual Moorage	4,298	887	3,411	385%	1,494	2,804	188%	4,298	887	3,411	385%	1,494	2,804	188%	31,831	28,420	12%
4110 Monthly Moorage	22,600	19,715	2,885	15%	19,079	3,521	18%	22,600	19,715	2,885	15%	19,079	3,521	18%	206,385	203,500	1%
4115 Transient Moorage	10,137	13,451	(3,314)	-25%	12,855	(2,718)	-21%	10,137	13,451	(3,314)	-25%	12,855	(2,718)	-21%	68,186	71,500	-5%
4118 Work Dock	2,822	3,723	(901)	-24%	4,168	(1,345)	-32%	2,822	3,723	(901)	-24%	4,168	(1,345)	-32%	64,099	65,000	-1%
4120 Metered Utilities	360	0	360	-	442	(82)	-18%	360	0	360	-	442	(82)	-18%	360	0	-
4125 Launch Ramp	5,251	3,992	1,259	32%	3,767	1,484	39%	5,251	3,992	1,259	32%	3,767	1,484	39%	38,259	37,000	3%
4135 Storage Yard	3,365	3,124	241	8%	3,322	44	1%	3,365	3,124	241	8%	3,322	44	1%	37,241	37,000	1%
4140 Storage Unit	14,687	15,971	(1,284)	-8%	15,487	(800)	-5%	14,687	15,971	(1,284)	-8%	15,487	(800)	-5%	175,716	177,000	-1%
4145 Long Term Boat Storage	7,578	7,284	294	4%	7,339	238	3%	7,578	7,284	294	4%	7,339	238	3%	82,294	82,000	0%
4150 Short Term Boat Storage	1,447	2,936	(1,489)	-51%	3,384	(1,937)	-57%	1,447	2,936	(1,489)	-51%	3,384	(1,937)	-57%	38,511	40,000	-4%
4165 Space Rents	51,183	59,983	(8,800)	-15%	56,971	(5,788)	-10%	51,183	59,983	(8,800)	-15%	56,971	(5,788)	-10%	306,200	315,000	-3%
4173 Laundry	741	767	(26)	-3%	725	16	2%	741	767	(26)	-3%	725	16	2%	3,974	4,000	-1%
4175 Propane	790	1,143	(354)	-31%	1,120	(330)	-29%	790	1,143	(354)	-31%	1,120	(330)	-29%	9,647	10,000	-4%
4180 Merchandise	286	550	(264)	-48%	424	(138)	-32%	286	550	(264)	-48%	424	(138)	-32%	1,736	2,000	-13%
4185 Visitor Convention Bureau Fee	446	117	329	281%	0	446	-	446	117	329	281%	0	446	-	1,729	1,400	23%
4190 Ice	47,813	63,794	(15,982)	-25%	69,431	(21,618)	-31%	47,813	63,794	(15,982)	-25%	69,431	(21,618)	-31%	284,019	300,000	-5%
4200 Boat Lifts	3,405	5,288	(1,883)	-36%	6,110	(2,705)	-44%	3,405	5,288	(1,883)	-36%	6,110	(2,705)	-44%	53,117	55,000	-3%
4230 Environmental Fee	1,479	1,888	(409)	-22%	1,968	(489)	-25%	1,479	1,888	(409)	-22%	1,968	(489)	-25%	24,591	25,000	-2%
4235 Customer Discounts	(425)	0	(425)	-	(1,018)	593	-58%	(425)	0	(425)	-	(1,018)	593	-58%	(425)	0	-
4290 Other	6,369	2,083	4,286	206%	6,181	188	3%	6,369	2,083	4,286	206%	6,181	188	3%	29,286	25,000	17%
4295 Bad Debt Expense	0	(417)	417	-100%	571	(571)	-100%	0	(417)	417	-100%	571	(571)	-100%	(4,583)	(5,000)	-8%
Total Operating Income	221,388	261,767	(40,379)	-15%	261,888	(40,500)	-15%	221,388	261,767	(40,379)	-15%	261,888	(40,500)	-15%	2,140,811	2,181,190	-2%
Expenses																	
Personnel Services																	
5005 Salaries	47,779	61,269	13,490	22%	54,716	6,937	13%	47,779	61,269	13,490	22%	54,716	6,937	13%	783,244	796,734	2%
5010 Other compensation	2,643	0	(2,643)	-	599	(2,044)	-342%	2,643	0	(2,643)	-	599	(2,044)	-342%	2,643	0	-
5015 Overtime	1,718	1,319	(399)	-30%	3,142	1,424	45%	1,718	1,319	(399)	-30%	3,142	1,424	45%	17,551	17,152	-2%
5020 Car Allowance	0	0	0	-	346	346	100%	0	0	0	-	346	346	100%	0	0	-
Total Compensation	52,140	62,588	10,448	17%	58,803	6,663	11%	52,140	62,588	10,448	17%	58,803	6,663	11%	803,438	813,886	1%
5100 Federal Payroll taxes	3,832	4,788	956	20%	4,360	528	12%	3,832	4,788	956	20%	4,360	528	12%	61,306	62,262	2%
5105 State Payroll taxes	19	0	(19)	-	26	7	29%	19	0	(19)	-	26	7	29%	19	0	-
5110 Unemployment Insurance	1,403	1,136	(267)	-23%	1,300	(102)	-8%	1,403	1,136	(267)	-23%	1,300	(102)	-8%	15,045	14,778	-2%
5115 Workers compensation	0	1,865	1,865	100%	1,906	1,906	100%	0	1,865	1,865	100%	1,906	1,906	100%	22,383	24,248	8%
Total Payroll Taxes	5,253	7,789	2,536	33%	7,592	2,338	31%	5,253	7,789	2,536	33%	7,592	2,338	31%	98,752	101,288	3%

Financial Report - Actual vs. Budget
For Period Ending Jul 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					
	Jul 2019				Jul 2018			Jul 2019 - Jul 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	16,531	17,586	1,055	6%	14,813	(1,718)	-12%	16,531	17,586	1,055	6%	14,813	(1,718)	-12%	209,977	211,032	1%
5205 Dental insurance	1,774	2,051	277	14%	1,948	174	9%	1,774	2,051	277	14%	1,948	174	9%	24,334	24,611	1%
5215 Term life insurance	446	200	(246)	-123%	606	159	26%	446	200	(246)	-123%	606	159	26%	2,643	2,397	-10%
5220 Long Term Disability insurance	0	391	391	100%	0	0	-	0	391	391	100%	0	0	-	4,297	4,688	8%
5225 PERS Employee Contributions	13,097	11,612	(1,485)	-13%	11,473	(1,624)	-14%	13,097	11,612	(1,485)	-13%	11,473	(1,624)	-14%	152,480	150,995	-1%
5230 PERS Employer Contributions	3,688	3,370	(318)	-9%	4,310	622	14%	3,688	3,370	(318)	-9%	4,310	622	14%	44,146	43,828	-1%
Total Insured Benefits	35,535	35,210	(325)	-1%	33,149	(2,386)	-7%	35,535	35,210	(325)	-1%	33,149	(2,386)	-7%	437,876	437,551	0%
Total Personnel Services	92,928	105,587	12,659	12%	99,543	6,615	7%	92,928	105,587	12,659	12%	99,543	6,615	7%	1,340,066	1,352,725	1%
Goods & Services																	
6005 Seminars & training	120	0	(120)	-	2,469	2,349	95%	120	0	(120)	-	2,469	2,349	95%	120	0	-
Total Staff Training	120	0	(120)	-	2,469	2,349	95%	120	0	(120)	-	2,469	2,349	95%	120	0	-
6020 Travel - airfare	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
6025 Travel - lodging & transportation	0	250	250	100%	0	0	-	0	250	250	100%	0	0	-	2,750	3,000	8%
6030 Travel - Per Diem & mileage reimbursement	0	125	125	100%	0	0	-	0	125	125	100%	0	0	-	1,375	1,500	8%
6035 Meals & Entertainment	0	21	21	100%	0	0	-	0	21	21	100%	0	0	-	229	250	8%
Total Travel & Entertainment	0	479	479	100%	0	0	-	0	479	479	100%	0	0	-	5,271	5,750	8%
6050 Office supplies	92	0	(92)	-	301	209	69%	92	0	(92)	-	301	209	69%	92	0	-
6055 Kitchen supplies	265	208	(57)	-27%	243	(21)	-9%	265	208	(57)	-27%	243	(21)	-9%	2,557	2,500	-2%
6070 Postage & courier services	0	42	42	100%	0	0	-	0	42	42	100%	0	0	-	458	500	8%
Total Office Expense	357	250	(107)	-43%	586	229	39%	357	250	(107)	-43%	586	229	39%	3,107	3,000	-4%
6100 Telephone - landline	267	180	(87)	-48%	241	(27)	-11%	267	180	(87)	-48%	241	(27)	-11%	2,247	2,160	-4%
6105 Telephone - mobile	492	780	288	37%	515	23	5%	492	780	288	37%	515	23	5%	9,072	9,360	3%
6110 Internet services	1,038	1,145	108	9%	1,076	39	4%	1,038	1,145	108	9%	1,076	39	4%	13,633	13,740	1%
6115 Cable TV	480	583	103	18%	449	(31)	-7%	480	583	103	18%	449	(31)	-7%	6,897	7,000	1%
6130 Electricity	19,854	20,833	979	5%	22,643	2,789	12%	19,854	20,833	979	5%	22,643	2,789	12%	249,021	250,000	0%
6131 Propane - Operations	49	125	76	61%	109	60	55%	49	125	76	61%	109	60	55%	1,424	1,500	5%
6135 Water/Sewer	11,600	6,250	(5,350)	-86%	5,797	(5,803)	-100%	11,600	6,250	(5,350)	-86%	5,797	(5,803)	-100%	80,350	75,000	-7%
6140 Garbage/Sanitation Collection	5,711	6,667	956	14%	3,598	(2,113)	-59%	5,711	6,667	956	14%	3,598	(2,113)	-59%	79,044	80,000	1%
6145 Hazardous material disposal	300	333	33	10%	150	(150)	-100%	300	333	33	10%	150	(150)	-100%	3,967	4,000	1%
6150 Derelict boat disposal	2,160	2,083	(77)	-4%	0	(2,160)	-	2,160	2,083	(77)	-4%	0	(2,160)	-	25,077	25,000	0%
6155 Environmental Remediation/Mitigation/Monitoring	83	833	750	90%	682	599	88%	83	833	750	90%	682	599	88%	9,250	10,000	7%
Total Utilities	42,033	39,812	(2,221)	-6%	35,260	(6,773)	-19%	42,033	39,812	(2,221)	-6%	35,260	(6,773)	-19%	479,981	477,760	0%
6200 Temporary/Contract help	2,560	5,417	2,857	53%	9,236	6,675	72%	2,560	5,417	2,857	53%	9,236	6,675	72%	62,143	65,000	4%
6205 Janitorial services	53	50	(3)	-7%	51	(2)	-4%	53	50	(3)	-7%	51	(2)	-4%	603	600	-1%
6210 Vending machine services	0	125	125	100%	280	280	100%	0	125	125	100%	280	280	100%	1,375	1,500	8%

Financial Report - Actual vs. Budget
For Period Ending Jul 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					
	Jul 2019				Jul 2018			Jul 2019 - Jul 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6245 Legal advertising	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
6270 Contracted Services	161	0	(161)	-	160	(1)	0%	161	0	(161)	-	160	(1)	0%	161	0	-
6290 Commercial insurance	8,787	6,257	(2,530)	-40%	6,080	(2,708)	-45%	8,787	6,257	(2,530)	-40%	6,080	(2,708)	-45%	77,615	75,085	-3%
Total Professional Services	11,562	11,932	370	3%	15,807	4,245	27%	11,562	11,932	370	3%	15,807	4,245	27%	142,815	143,185	0%
6400 Small equipment & tools	96	833	737	89%	211	115	55%	96	833	737	89%	211	115	55%	9,263	10,000	7%
6405 Safety/hazardous materials	0	542	542	100%	1,388	1,388	100%	0	542	542	100%	1,388	1,388	100%	5,958	6,500	8%
6410 Signage	198	125	(73)	-58%	0	(198)	-	198	125	(73)	-58%	0	(198)	-	1,573	1,500	-5%
6415 Clothing	175	500	325	65%	0	(175)	-	175	500	325	65%	0	(175)	-	5,675	6,000	5%
6420 Janitorial supplies	1,132	833	(299)	-36%	486	(646)	-133%	1,132	833	(299)	-36%	486	(646)	-133%	10,299	10,000	-3%
6425 Operational supplies	1,061	833	(228)	-27%	789	(272)	-34%	1,061	833	(228)	-27%	789	(272)	-34%	10,228	10,000	-2%
6430 Equipment Rental	503	333	(170)	-51%	0	(503)	-	503	333	(170)	-51%	0	(503)	-	4,170	4,000	-4%
6450 Fuel - Gas	0	1,042	1,042	100%	1,173	1,173	100%	0	1,042	1,042	100%	1,173	1,173	100%	11,458	12,500	8%
6455 Fuel - Diesel	100	83	(17)	-20%	0	(100)	-	100	83	(17)	-20%	0	(100)	-	1,017	1,000	-2%
6481 Propane - Retail	447	500	53	11%	671	224	33%	447	500	53	11%	671	224	33%	5,947	6,000	1%
Total Operational Expense	3,710	7,124	3,414	48%	4,718	1,008	21%	3,710	7,124	3,414	48%	4,718	1,008	21%	82,086	85,500	4%
6500 Repairs & maintenance equipment	10,445	4,167	(6,278)	-151%	5,897	(4,547)	-77%	10,445	4,167	(6,278)	-151%	5,897	(4,547)	-77%	56,278	50,000	-13%
6505 Repairs & maintenance vehicles	2,531	523	(2,008)	-384%	17	(2,514)	-14745%	2,531	523	(2,008)	-384%	17	(2,514)	-14745%	8,288	6,280	-32%
6510 Repairs & maintenance buildings	921	2,500	1,579	63%	929	8	1%	921	2,500	1,579	63%	929	8	1%	28,421	30,000	5%
6515 Repairs & maintenance land improvements	55	417	362	87%	0	(55)	-	55	417	362	87%	0	(55)	-	4,638	5,000	7%
6520 Repairs & maintenance docks	39	3,333	3,294	99%	1,378	1,339	97%	39	3,333	3,294	99%	1,378	1,339	97%	36,706	40,000	8%
6540 Marina dredging	0	8,333	8,333	100%	0	0	-	0	8,333	8,333	100%	0	0	-	41,667	50,000	17%
6575 Waterway Leases	0	2,500	2,500	100%	0	0	-	0	2,500	2,500	100%	0	0	-	27,500	30,000	8%
6580 Permits	805	417	(388)	-93%	1,086	281	26%	805	417	(388)	-93%	1,086	281	26%	5,388	5,000	-8%
Total Repair and Maintenance	14,795	22,190	7,395	33%	9,307	(5,488)	-59%	14,795	22,190	7,395	33%	9,307	(5,488)	-59%	208,885	216,280	3%
Total Goods & Services	72,576	81,787	9,211	11%	68,147	(4,430)	-7%	72,576	81,787	9,211	11%	68,147	(4,430)	-7%	922,264	931,475	1%
Total Expenses	165,504	187,374	21,870	12%	167,690	2,186	1%	165,504	187,374	21,870	12%	167,690	2,186	1%	2,262,330	2,284,200	1%
Operating Results	55,884	74,393	(18,509)	-25%	94,198	(38,314)	-41%	55,884	74,393	(18,509)	-25%	94,198	(38,314)	-41%	(121,519)	(103,010)	18%
Other Income & Expenses																	
Other Income																	
4450 Lodging Tax	22.07	-	22.07	-	48.74	(26.67)	-55%	22	0	22	-	49	(27)	-55%	22	0	-
4650 Grants Received - MAP	-	-	-	-	-	-	-	0	0	0	-	0	0	-	5,400	5,400	0%
4695 Grants Received - Other	-	43,197.00	(43,197.00)	-100%	-	-	-	0	43,197	(43,197)	-100%	0	0	-	237,983	281,180	-15%
4700 Loans	-	15,000.00	(15,000.00)	-100%	-	-	-	0	15,000	(15,000)	-100%	0	0	-	75,000	90,000	-17%
4905 Other	90.02	-	90.02	-	0	90	-	90	0	90	-	0	90	-	90	0	-
4915 Insurance Reimbursement	-	-	-	-	30,877	(30,877)	-100%	0	0	0	-	30,877	(30,877)	-100%	0	0	-
Total Other Income	112	58,197	(58,085)	-100%	30,926	(30,814)	-100%	112	58,197	(58,085)	-100%	30,926	(30,814)	-100%	318,495	376,580	-15%

Financial Report - Actual vs. Budget
For Period Ending Jul 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					
	Jul 2019				Jul 2018			Jul 2019 - Jul 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Other Expenses																	
Taxes & Misc Expenses																	
6755 Insurance Claims	-	-	-	-	(571)	(571)	100%	0	-	0	-	(571)	(571)	100%	0	-	-
Total Taxes & Misc Expenses	-	-	-	-	(571)	(571)	100%	0	-	0	-	(571)	(571)	100%	0	-	-
Debt Services																	
7005 Principal repayment	0	0	0	-	4,179	4,179	100%	0	0	0	-	4,179	4,179	100%	72,806	72,806	0%
7010 Interest payment	0	0	0	-	180	180	100%	0	0	0	-	180	180	100%	69,578	69,578	0%
8010 CIP Buildings	148	7,500	7,352	98%	0	(148)	-	148	7,500	7,352	98%	0	(148)	-	37,648	45,000	16%
8011 CIP Docks	2,509	48,167	45,658	95%	9,523	7,014	74%	2,509	48,167	45,658	95%	9,523	7,014	74%	243,342	289,000	16%
8015 CIP Land Improvements	0	1,667	1,667	100%	0	0	-	0	1,667	1,667	100%	0	0	-	8,333	10,000	17%
8020 CIP Machinery & Equipment	0	19,788	19,788	100%	0	0	-	0	19,788	19,788	100%	0	0	-	112,937	132,725	15%
Total Debt Services	2,657	77,122	74,465	97%	13,882	11,225	81%	2,657	77,122	74,465	97%	13,882	11,225	81%	544,644	619,109	12%
Total Other Expenses	2,657	77,122	74,465	97%	13,312	10,655	80%	2,657	77,122	74,465	97%	13,312	10,655	80%	544,644	619,109	12%
Net Other Income	(2,545)	(18,925)	16,380	-87%	17,614	(20,159)	-114%	(2,545)	(18,925)	16,380	-87%	17,614	(20,159)	-114%	(226,149)	(242,529)	-7%
Net Result	53,340	55,468	(2,128)	-4%	111,813	(58,473)	-52%	53,340	55,468	(2,128)	-4%	111,813	(58,473)	-52%	(347,667)	(345,539)	1%

Financial Report - Actual vs. Budget
For Period Ending Jul 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				
	Jul 2019				Jul 2018			Jul 2019 - Jul 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	22,982	23,024	(42)	0%	27,198	(4,216)	-16%	22,982	23,024	(42)	0%	27,198	(4,216)	-16%	161,758	161,800	0%
4235 Customer Discounts	0	0	0	-	(2,500)	2,500	-100%	0	0	0	-	(2,500)	2,500	-100%	0	0	-
4260 Rail Operations Revenue	25,880	40,094	(14,214)	-35%	338,195	(312,315)	-92%	25,880	40,094	(14,214)	-35%	338,195	(312,315)	-92%	392,149	406,363	-3%
4265 Rail Surcharges	23,845	52,331	(28,486)	-54%	41,865	(18,020)	-43%	23,845	52,331	(28,486)	-54%	41,865	(18,020)	-43%	477,241	505,727	-6%
Total Operating Income	72,707	115,449	(42,742)	-37%	404,758	(332,051)	-82%	72,707	115,449	(42,742)	-37%	404,758	(332,051)	-82%	1,031,148	1,073,890	-4%
Expenses																	
Personnel Services																	
5005 Salaries	5,234	7,352	2,118	29%	4,873	(362)	-7%	5,234	7,352	2,118	29%	4,873	(362)	-7%	93,482	95,600	2%
5020 Car Allowance	0	0	0	-	173	173	100%	0	0	0	-	173	173	100%	0	0	-
Total Compensation	5,234	7,352	2,118	29%	5,046	(189)	-4%	5,234	7,352	2,118	29%	5,046	(189)	-4%	93,482	95,600	2%
5100 Federal Payroll taxes	380	562	182	32%	366	(14)	-4%	380	562	182	32%	366	(14)	-4%	7,131	7,313	2%
5105 State Payroll taxes	1	0	(1)	-	1	0	8%	1	0	(1)	-	1	0	8%	1	0	-
5110 Unemployment Insurance	0	73	73	100%	0	0	-	0	73	73	100%	0	0	-	871	944	8%
5115 Workers compensation	0	285	285	100%	417	417	100%	0	285	285	100%	417	417	100%	3,424	3,709	8%
Total Payroll Taxes	381	920	539	59%	784	403	51%	381	920	539	59%	784	403	51%	11,427	11,966	5%
5200 Medical insurance	1,454	1,385	(69)	-5%	1,346	(108)	-8%	1,454	1,385	(69)	-5%	1,346	(108)	-8%	16,687	16,618	0%
5205 Dental insurance	154	169	15	9%	156	2	1%	154	169	15	9%	156	2	1%	2,008	2,023	1%
5215 Term life insurance	52	12	(40)	-337%	51	(1)	-2%	52	12	(40)	-337%	51	(1)	-2%	180	140	-29%
5220 Long Term Disability insurance	0	46	46	100%	0	0	-	0	46	46	100%	0	0	-	505	551	8%
5225 PERS Employee Contributions	1,396	1,403	7	1%	940	(456)	-49%	1,396	1,403	7	1%	940	(456)	-49%	18,243	18,250	0%
5230 PERS Employer Contributions	439	441	2	1%	403	(36)	-9%	439	441	2	1%	403	(36)	-9%	5,734	5,736	0%
Total Insured Benefits	3,495	3,456	(39)	-1%	2,896	(599)	-21%	3,495	3,456	(39)	-1%	2,896	(599)	-21%	43,357	43,318	0%
Total Personnel Services	9,111	11,728	2,617	22%	8,726	(385)	-4%	9,111	11,728	2,617	22%	8,726	(385)	-4%	148,267	150,884	2%
Goods & Services																	
6005 Seminars & training	0	0	0	-	2,206	2,206	100%	0	0	0	-	2,206	2,206	100%	0	0	-
Total Staff Training	0	0	0	-	2,206	2,206	100%	0	0	0	-	2,206	2,206	100%	0	0	-
6020 Travel - airfare	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
6025 Travel - lodging & transportation	0	83	83	100%	0	0	-	0	83	83	100%	0	0	-	917	1,000	8%
6030 Travel - Per Diem & mileage reimbursement	374	42	(332)	-789%	197	(176)	-89%	374	42	(332)	-789%	197	(176)	-89%	832	500	-66%
Total Travel & Entertainment	374	208	(166)	-80%	197	(176)	-89%	374	208	(166)	-80%	197	(176)	-89%	2,666	2,500	-7%

Financial Report - Actual vs. Budget
For Period Ending Jul 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				
	Jul 2019				Jul 2018			Jul 2019 - Jul 2019				Prior FYTD vs Current FYTD					
	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	-	295,920	295,920	100%	0	0	0	-	295,920	295,920	100%	0	0	-
6260 Consulting services	0	2,917	2,917	100%	8,506	8,506	100%	0	2,917	2,917	100%	8,506	8,506	100%	32,083	35,000	8%
6270 Contracted Services	0	0	0	-	1,328	1,328	100%	0	0	0	-	1,328	1,328	100%	0	0	-
6290 Commercial insurance	984	2,008	1,024	51%	1,919	936	49%	984	2,008	1,024	51%	1,919	936	49%	23,077	24,101	4%
Total Professional Services	984	4,925	3,941	80%	307,673	306,690	100%	984	4,925	3,941	80%	307,673	306,690	100%	55,160	59,101	7%
6405 Safety/hazardous materials	0	0	0	-	762	762	100%	0	0	0	-	762	762	100%	0	0	-
6450 Fuel - Gas	0	208	208	100%	45	45	100%	0	208	208	100%	45	45	100%	2,292	2,500	8%
Total Operational Expense	0	508	508	100%	806	806	100%	0	508	508	100%	806	806	100%	5,592	6,100	8%
6505 Repairs & maintenance vehicles	30	60	31	51%	0	(30)	-	30	60	31	51%	0	(30)	-	690	720	4%
6580 Permits	437	0	(437)	-	0	(437)	-	437	0	(437)	-	0	(437)	-	437	0	-
Total Repair and Maintenance	466	60	(406)	-677%	0	(466)	-	466	60	(406)	-677%	0	(466)	-	1,126	720	-56%
Total Goods & Services	1,823	5,701	3,878	68%	310,883	309,060	99%	1,823	5,701	3,878	68%	310,883	309,060	99%	64,543	68,421	6%
Total Expenses	10,934	17,429	6,495	37%	319,609	308,675	97%	10,934	17,429	6,495	37%	319,609	308,675	97%	212,810	219,305	3%
Operating Results	61,773	98,020	(36,247)	-37%	85,149	(23,376)	-27%	61,773	98,020	(36,247)	-37%	85,149	(23,376)	-27%	818,338	854,585	-4%
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%
Total Other Income	0	0	0	-	0	0	-	0	0	0	-	0	0	-	43,424	43,424	0%
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	20,833	20,833	100%	0	0	-	229,167	250,000	8%
Total Debt Services	0	20,833	20,833	100%	0	0	-	0	20,833	20,833	100%	0	0	-	873,778	894,611	2%
Total Other Expenses	0	20,833	20,833	100%	0	0	-	0	20,833	20,833	100%	0	0	-	873,778	894,611	2%
Net Other Income	0	(20,833)	20,833	-100%	0	0	-	0	(20,833)	20,833	-100%	0	0	-	(830,354)	(851,187)	-2%
Net Result	61,773	77,187	(15,414)	-20%	85,149	(23,376)	-27%	61,773	77,187	(15,414)	-20%	85,149	(23,376)	-27%	(12,016)	3,398	-454%



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Margaret Barber, External Affairs Manager

DATE: September 10, 2019

SUBJECT: Commercial / External Affairs / Marketing Management Report

Commercial:

Staff are working to build a business case for siting new businesses at the Port of Coos Bay. Concurrently, research is being conducted into various commodity sectors, including bulk agriculture, aggregate and minerals, and breakbulk cargos.

Staff are conducting outreach to existing rail customers to determine if there are opportunities for expanding existing rail service. The log and finished wood products sector are currently down, which is driving rail volumes.

Staff are also meeting with local industry not currently utilizing rail transportation that could potentially benefit from rail service. This includes businesses south of the rail line that could potentially transload onto the CBRL.

Marketing and Media:

Staff are working to finalize the 2018/19 Annual Report with the goal to release within the next two to three weeks.

Staff worked with Charleston Marina staff to offer an off-season discount to Good Sam members of “Stay 3 nights, get the fourth free”. This promotion will run from December 1 to March 31st. With the RV Park mostly empty during this season, staff is testing this discount out to see if it will drive increased revenue in the RV Park. This discount will be featured as a Destination Deal on the Good Sam website.

The Port was featured in the following publications this past month:

- The World Newspaper
 - [County briefs: Coos County Commissioners approve enterprise zone agreement with Jordan Cove](#)
- KPVI
 - [Rep. Peter DeFazio makes town hall appearance in Coos Bay](#)

- Technology.org
 - [Aggressive local efforts were key to limiting spread of sudden oak death disease in Oregon](#)
- Engineering News Record
 - [Project News for the Week of September 2, 2019](#)

Grants:

This past month, the monthly ConnectOregonV report has been submitted.

Staff worked with ODOT to execute an amendment to the 2013 ODOT Lottery Bond funding to extend the deadline for project completion to December 31, 2019. The extension was necessary to allow for the delivery of all six purchased locomotives.

Legislative Work:

Staff gave testimony at the public hearing for Jordan Cove’s land-use application for New and Maintenance Dredging at the Coos Bay City Council Meeting held on August 27. The Council’s decision was to extend the period for public comment and new information.

Staff participated in a rule making meeting for the recently passed Short Line Tax Credit legislation. The credit is scheduled to go into effect January 1, 2020 and provides a tax credit of up to \$3,500 per mile of track. Staff are working with ODOT and the Department of Revenue to ensure that the rulemaking language that is adopted preserves the interests of the Port.

Staff met with Representative DeFazio’s Transportation Advisor to provide an update on the Port. Topics discussed included the future needs of the Coos Bay Rail Line, status of current projects, and an update on the Channel Modification Project.

Port Properties:

Staff have increased marketing efforts on Charleston Marina properties. The offices by the Post Office have been shown to potential tenants on four occasions in the past month and Building 30 has been shown to two potential tenants. This represents a significant increase in interest over previous months.

A draft lease agreement for a new cell tower on Port owned Eastside property has been forwarded on to Stebbins and Coffey for legal review.

Outreach:

Staff participated in the DSL Rules Advisory Committee offering insight to DSL, who is proposing to rewrite rules allowing commercial use in the South Slough, specifically allowing tour operators to take paying groups down the slough for tours. Tour operators now need to pay \$275 for an annual permit to use the slough for commercial use.

Staff attended the NWMTA Tariff Joint Subcommittee to discuss dockage rates. NWMTA has ample authority for the member ports, or a subgroup, to set uniform rates, establish consistent rules and practices, exchange relevant information, and pursue cooperative ventures.

Staff attended the Chamber of Commerce Wednesday Business Connection featuring Representative Caddy McKeown. Representative McKeown discussed the last legislative session and highlighted the work that she has done to ensure continued funding for the statutorily obligated lottery bonds for the Channel Modification Project, as well as the \$5 million allocation that was passed last session to benefit the Coos Bay Rail Line.

Staff attended a SOORC meeting. Topic of discussion was focused around off-shore wind energy and Jordan Cove's land-use application to Coos County for new and maintenance dredging.



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: September 10, 2019

SUBJECT: Infrastructure Support Services (ISS) Department Management Report

Coos Bay Rail Line:

Rail Road Bridge Inspector Professional Service Agreement: Bridge inspections are suspended through September. This was an agreed upon contractual item, they will resume again in October 2019.

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 was conducted to seek recommendations and solutions from industry. Scott Partney Construction, Johnson Rock and ShadCo. participated in the opportunity. Information regarding their observations are 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 Rehabilitation Phase II:

Notice to Proceed was provided August 16, 2019. SPC has mobilized and has occupied staging areas at tunnels 15-17-18-19.



Photo: Staging at Schofield Creek

Charleston Marina:

The replacement launch ramp project is complete. The old docks have been removed, the new docks have been secured in place. The final cost was \$381,899.00

Port Match Dollars:	\$ 32,865.00
ODFW Participation:	\$ 55,000.00
OSMB Grant: \$	\$ 300,000.00
Below Estimate Sav.	\$ 5,966.00

All grant funds were fully expended.

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, Short Term under \$150K, CBRL
- Sand Removal, Long Term, Base year and up to 4 option years, CBRL
- Condenser Replacement, Ice House, Charleston Marina

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 and will remain open until September 20, 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: September 10, 2019

SUBJECT: Port Operations Management Report

Channel Modification Project:

On August 28, 2019 David Miller and I met in Washington DC with USACE headquarters staff (Stacey Brown, Chief of Planning) and Assistant Secretary of the Army's office (David Leech, Deputy ASA). This meeting was scheduled following our visit last spring, to discuss the White Paper addressing the Ports request for a Waiver to Corps Policy concerning incremental maintenance beyond the National Economic Development Plan (NED). Both HQ and the ASA's office are reviewing policy and legislation that will inform their positions on this waiver request. The ASA's office has committed to providing a written decision by the end of September. The final waiver decision rests with the ASA's office, not Corps HQ. Obtaining this waiver will save the Port approximately \$330,000 per year, to maintain the Proposed Alteration (PA) depth.

The PDT continues to revise and submit 204/408 appendices for Corps review. The fully revised report is scheduled for submission on September 20, 2019. The team should be able to make this date, but two memos that were submitted to the Corps for comment are on the critical path. These memos discuss Corps concerns associated with infrastructure and sand rock interface in the area of River Mile 2. The second memo provides more supporting information for the sedimentation modeling conducted in the entrance. Specifically, how the engineers used modeling techniques to calibrate the model.

City of Coos Bay Force Main:

The City continues work on the new Eastside force main project. Hydraulic Direction Drilling (HDD) under Isthmus Slough is complete and the pipe is being pulled from Eastside, under the slough, and up to Front Street. Port staff continues to monitor work being conducted by contractors on Port property.

Safety and Security:

Port staff is investigating a HD Long Range Wireless Security Camera System that provides Plug & Play solutions where running cabling is not always possible or is too expensive. These full 1080 HD systems can be custom made to fit our exact requirements to save time and money. This video system will provide much improved coverage of the Charleston Marina Complex and includes a notification system to provide real-time video to our security staff while on patrol.

Full 1080 HD Wireless Video Systems



Eastside Wetlands Mitigation Monitoring Report:

The Port performed the 2019 (Year Eight of Eight) (monitoring requirement adjusted due to irrigation mediation during summer of 2017) monitoring for the wetland mitigation site associated with the Trans-Pacific Parkway Realignment Project. The Trans-Pacific Parkway Realignment Project, which took place on the North Spit of Coos Bay, resulted in an unavoidable impact to 0.98 acres of palustrine emergent wetlands. These impacts were permitted by the U.S. Army Corps of Engineers ((Corps) permit # 1992-810-2)) and Oregon Department of State Lands ((DSL) permit # 36414-FP)). Wetland mitigation was a requirement of these permits. The Port submitted the 2019 Wetland Mitigation Monitoring Report to the U.S. Army Corps of Engineers and Oregon Department of Lands and requested compensatory mitigation project manager review this final monitoring report and make a decision as to whether the project has satisfactorily met the criteria set forth in the “Compensatory Wetland Mitigation Site Correction Plan”, dated September 24, 2014.

Dredging:

American Construction (AC) is currently in the upper bay working on dredging RM 12-15. The contract is for dredging approximately 930,000 cubic yards. AC expected to be in the bay until October, with the potential to dredge some of the other terminals under the Unified permit. McAmis completed dredging in the Charleston navigation channel. Following this work, McAmis was hired by Southport Lumber to complete some dredging in their barge slip under the Port’s Unified permit.

Miscellaneous:

Port Safety Manager will be attending the Central Oregon Occupational and Safety Conference from September 16 – 17, 2019 in Bend, Oregon. The topics of discussion will be varied but include safety and health essentials and processes.

MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Brandon Collura, Harbormaster

DATE: September 10, 2019

SUBJECT: Charleston Operations Management Report

The Marina finished the month at 68% capacity, which held steady from July. Of the 443 moorage slips for the month of August, we had 171 annuals, 32 semi-annuals, 73 monthlies and 710 transients. Semi-annuals and monthlies were down slightly with transients much higher than July. Overall, annuals were the only line that performed worse than forecasted by a small amount.

We sold 741 tons of ice in the amount of \$55,585.

The RV Park was at 82% capacity in August, down 1% from July. Out of 104 RV Park spaces, we had 271 check-ins for total sales of \$52,479.39.

Dredge Maintenance:

The pillow block assembly was returned to our crew at the end of August and the team has been working diligently to reassemble the unit to the slurry pump, along with hydraulic lines. Sanding and repainting are currently taking place on the Ms. SoCo. The spud cages have been refurbished by Giddings Boat Works and will soon be re-installed along with new spud cables. New GPS antenna are due to be installed this week. The dredge is anticipated to be fully reassembled and in-water for testing Friday, September 20, 2019.



RV Park:

The fish cleaning station in the RV Park recently underwent a refurbishment and new counters, cutting boards and water lines were installed. A new parking bollard was also installed on the NE corner of space 78. Numerous traffic incidents had taken place where customers took the corner too sharply and hit the parked RV in space 78. The crew did a great job quickly setting up this safety installation.



Ice Dock:

A new unit of approximately 28 planks are in the process of being replaced along various sections of the ice dock with the worst planks being replaced first. At the time of this writing, around 15 planks have been replaced.



Kingfisher Rd:

The crew recently installed two new doggie pot stations along Kingfisher Rd along the mud flats, as well as a new garbage can to deal with waste issues that persist along that stretch.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Patrick Kerr, Director of Rail Operations

DATE: September 10, 2019

SUBJECT: Railroad Department Management Report

Operations:

CBRL handled 329 revenue car loadings for August 2019. August 2019 car loadings were below July 2019, by 17 cars and below by 254 cars from the 2019/20 CBRL forecasted monthly average of 583 cars. August 2019 was below August 2018 of 602 cars by 273 cars.

CBRL 2019/20 budget has 7,000 carloads at 583 per month. The current 2019/20 run rate is about 5,366 cars.

August 2019 monthly carloads of 329 is below forecast. Log car shipments from the Willamette Valley continue to remain sluggish due to export and tariff issues, along with a continued North American railroad down-turn in the forest products market which CBRL customers are enduring.

During the month of August, CBRL hosted the USDOT, DOTX220 Track Geometry Inspection car between Eugene and Reedsport. Also, on the line were FRA Track and Signal inspectors, as well as ODOT Mechanical inspectors on property inspecting and observing CBRL operations.

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

CBRL hosted members of the Pacific Railcar Operators (PRO) on the line for the "Speeder" run. PRO is a nonprofit corporation that provides railcar excursions in a safe and professional environment for sponsoring excursions on the North American railroads. It is part of the North American Railcar Operators Association (NARCOA) which has over 1,400 members worldwide.

CBRL contracted for bridge emergency repairs for three bridge locations after being inspected by contracted bridge inspectors. Sand between Cordes and Hauser continues to be a daily operations hindrance keeping track clear due to constant ATV riders and shifting sand dunes. Cordes siding remains out of service due to sand covering access; train crews utilize Swing Span bridge to travel to North Bend to use the runaround to serve North Spit customers.

Coos Bay Rail Line August 2019:

As of Thursday, September 4, 2019 the CBRL is 142 days' injury free. The CBRL had 0 incidents during the month of August. Currently CBRL has 16 employees and 7 locomotives on property.

Tunnel Project Phase 1:

- Structural rehabilitation is 100% complete at all nine CBRL tunnels: 13, 14, 15, 16, 17, 18, 19, 20, and 21.

Tunnel Project Phase II:

Port staff executed notice to proceed with contractor. Contractor is working on mobilizing, permits and schedules.

Bridge Inspection Services:

Contractor has started their bridge inspecting service on the CBRL. Preliminary reports will be submitted to Port and Bridge Engineer for review.

Action Items

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

DATE: September 10, 2019

PROJECT TITLE: David Miller & Associates Task Order 15

ACTION REQUESTED: Authorization for Commission President David Kronsteiner to execute Task Order DMA 15 for professional services related to the Coos Bay Channel Modification Project

BACKGROUND:

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.

RECOMMENDED MOTION:

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.

Coos Bay Channel Modification Project Section 204(f) / 33 USC 408 Report

Task Order DMA #15, 4th Quarter 2019

Scope of Services

Introduction

This document describes the services that David Miller and Associates, Inc. (DMA) and its sub-consultants (referred to hereafter as Consultant) shall perform for the Oregon International Port of Coos Bay (Client, referred to as Port) under this Task Order. The Coos Bay Channel Modification Project Section 204 (Water Resources Development Act [WRDA], of 1986) Report (Section 204 Report or Project) was reset in 2014, transitioning from a Section 203 Feasibility Study to a Section 204 project. This reset was also brought about due to changes in guidelines set by the U.S. Army Corps of Engineers (USACE), and subsequent changes in Section 204 Report requirements. This led to a new set of project alternatives, as well. As a Section 203 project, the approval document was referred to as a Feasibility Study (FS)/EIS. Therefore, former phases of the project include "FS/EIS" in their names. The EIS is being accomplished by a 3rd party contactor (3PC) under separate agreement with the Port.

This Scope of Services (SOS) describes the new and remaining tasks to be accomplished by the Consultant during the 4th Quarter (October - December) of Fiscal Year 2019. Major Tasks include the following:

1. Geophysical Survey
2. Geotechnical Investigation
3. Engineering
4. Economic Studies and Reports
5. Environmental Statutory & Regulatory Compliance
6. Section 204/408 Report
7. Real Estate Analysis
8. USACE Coordination
9. Government Relations
10. Project Delivery Team Coordination
11. Project Management
12. Legal Costs

SOS Tasks

1. Geophysical Survey

No activity during the 4th Quarter of FY 2019.

2. Geotechnical Investigations & Sediment Characterization

During the 4th Quarter, the consultant team will conduct the following tasks:

- Address any comments on Geotechnical Data Report

- Participate in team meetings and conference calls, and report preparation and revisions relative to the above work items.

3. Engineering Activities

No activity during the 4th Quarter of FY 2019.

4. Economics Studies and Reports

No activity during the 4th Quarter of FY 2019.

5. Environmental Statutory and Regulatory Compliance

Environmental studies during the 4th Quarter of FY 2019 will consist of:

- Continue development of the Section 404/10 permit application, in coordination with the EIS 3rd Party Contractor (3PC).
- Land use approval permitting will continue into 2019.
- Revise cultural resources report for submission to SHPO
- Provide assistance in revising environmental portions of the final revised draft Section 204(f)/408 Report.

6. Section 204(f)/408 Report

During the 4th Quarter of FY 2019, the final revised draft of the Section 204(f) /408 Report will be revised based on Corps of Engineers review.

7. Real Estate Analysis

Real estate studies during the 4th Quarter of FY 2019 will consist of:

- Revisions to the final Real Estate Appendix

8. USACE Coordination

Coordination with the Portland District, Northwestern Division, and HQUSACE will continue during the 4th Quarter of FY 2019. This will include at least bi-weekly meetings with the Portland District, In Progress Review meetings with the Vertical Team, and preparation of Memoranda and Letters raising issues for resolution and documenting agreements reached.

9. Governmental Relations

Washington level review activities will be re-initiated during the 4th Quarter of FY 2019.

10. Project Delivery Team (PDT) Coordination.

The team will continue to hold twice weekly PDT meetings, documenting the results of the meetings and activities accomplished during the 4th Quarter of FY 2019. The PDT will support the Port in stakeholder coordination meetings with its local partners, customers, pilots, etc. Contractual coordination, budgeting and billing support will be provided.

11. Project Management

Consultant will provide project management support to the Port, maintaining project schedules and budgets, managing subcontractors, conducting technical coordination of team activities, and coordinating with the Port and its customers.

12. Legal Costs

No activity during the 4th Quarter of FY 2019.

Budget

The total SOS budget for 4th Quarter of FY 2019 consultant activities is \$576,992, including EIS costs and Corps of Engineers funds transfers. The following table shows a breakdown of the 4th Quarter of FY 2019 budget estimate.

4th Quarter of FY 2019 Budget

Task	Task Description	Cost
1	Geophysical Survey	\$ -
2	Geotechnical Investigation	\$ 20,318
3	Engineering	\$ -
4	Economics Studies & Reports	\$ -
5	Environmental Statutory & Regulatory Compliance	\$ 75,750
6	Section 204/408 Report	\$ 92,758
7	Real Estate Analysis	\$ -
8	USACE (CW) Coordination	\$ 39,969
9	Governmental Relations	\$ -
10	Project Delivery Team Coordination	\$ 51,867
11	Project Management (DMA Only)	\$ 61,329
12	Legal Costs	\$ -
	Total DMA Team 4th Quarter Budget	\$ 341,992

In conjunction with DMA team activities during the 4th Quarter of FY 2019 described above, it is estimated that EIS contract activities in the 4th Quarter will be \$100,000. Funds transfers to USACE are estimated at \$135,000, unless the requested amount to complete 2019 Corps activities is provided in Q3. Assuming this supplemental funding to the Corps is not provided during Q3, then the total costs for all 4th Quarter of FY 2019 activities related to the Section 204 project are estimated to equal \$576,992.

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

DATE: September 10, 2019

PROJECT TITLE: Charleston Advisory Committee Member Appointments

ACTION REQUESTED: Commission Approval of Appointments to the Charleston Advisory Committee.

BACKGROUND:

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 is attached to this background.

RECOMMENDED MOTION:

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.

**OREGON INTERNATIONAL PORT OF COOS BAY
CHARLESTON ADVISORY COMMITTEE**

2019 PROPOSED ROSTER

3-year staggered terms

	Committee Member	Term
1.	Nick Nylander, Chair	3 Year Term – Exp. Jan 2020
2.	Mark Fleck, Vice Chair	3 Year Term – Exp. Jan 2020
3.	Kyle Cox	3 Year Term – Exp. Jan 2020
4.	Michael T. Armstrong	3 Year Term – Exp. Jan 2021
5.	Lou Leberti	3 Year Term – Exp. Jan 2022
6.	Kathleen Hornstuen	3 Year Term – Exp. Jan 2022
7.	Knute Nemeth	3 Year Term – Exp. Jan 2022

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

DATE: September 10, 2019

PROJECT TITLE: Bay Area Enterprise Zone Plan for Distribution of Community Service Fee Intergovernmental Agreement

ACTION REQUESTED: Approve and authorize Commission President David Kronsteiner to execute the Intergovernmental Agreement between the Bay Area Enterprise Zone Sponsors addressing the Distribution of the Community Service Fee associated with the Jordan Cove Enterprise Zone Agreement

BACKGROUND:

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.

RECOMMENDED MOTION:

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.

Intergovernmental Agreement Plan for Distribution of Community Service Fee

This is an Intergovernmental Agreement between the Sponsors of the Bay Area Enterprise Zone, including the governing bodies of the Cities of Coos Bay and North Bend, Coos County, and the Oregon International Port of Coos Bay. The purpose of this Agreement is to establish a plan for the distribution of the Community Service Fee (“CSF”) payable pursuant to the Enterprise Zone Agreement.

RECITALS

1. The Cities of Coos Bay and North Bend, Coos County, and the Oregon International Port of Coos Bay jointly sponsor the Enterprise Zone known as the Bay Area Enterprise Zone. For purposes of this Agreement, the Cities of North Bend and Coos Bay, Coos County, and the Oregon International Port of Coos Bay will collectively be referred to as the Zone Sponsors.
2. The authority granted in ORS 190.010 allows local governments to enter into agreements with other units of local government to perform any functions and activities that the parties to the agreement, or their officers or agents, have the duty or authority to perform.
3. The Zone Sponsors desire to establish a plan for the distribution of the CSF payable pursuant to the Enterprise Zone Agreement that the Zone Sponsors have entered into with the Jordan Cove Energy Project LP.
4. The Zone Sponsors intend that the CSF payments shall be made directly to the recipients listed in paragraph 8.

AGREEMENT

The preceding paragraphs form the premises or factual basis for the agreement of the parties and are incorporated by reference in the Agreement that follows:

5. Term.

The term of this Intergovernmental Agreement commences on the date it is executed by the Zone Sponsors and shall remain in effect until full performance of the Enterprise Zone Agreement between the Zone Sponsors and the Jordan Cove Energy Project LP. This agreement may be terminated only upon unanimous vote of all the Zone Sponsors.

6. Payment Calculation.

The calculation of the amount of the CSF payable pursuant to the Enterprise Zone Agreement shall be performed by a CPA firm contracted by the Zone Sponsors. Initially, this firm will be Harwood, MacAdam, Wartnik, Fisher, and Gorman who will perform the services pursuant to the terms of the Agreement set out in the engagement letter attached to the Enterprise Zone Agreement as Exhibit "D".

7. Payment Processing.

The CSF payments to be made pursuant to the Enterprise Zone Agreement will be made directly to the recipients according to the terms set out in paragraphs 6 through 8 of this Agreement. The Zone Sponsors will contract with an appropriate agency to assist the parties to this Agreement by keeping a spreadsheet of the payments made pursuant to the terms of this agreement, and it will update the numbers annually. Additionally, this Agent will invoice Jordan Cove, providing any necessary reminders, and update the contact list for the recipients annually. Initially, this Agent shall be the CCD Business Development Corporation.

8. Payment Distribution.

The CSF distribution pursuant to the Enterprise Zone Agreement shall be as follows:

South Coast Community Education Foundation; SCCF Treasurer	50%
Waterfront Development Partnership; Chief Executive Officer, Oregon International Port of Coos Bay	18.75%
Southwestern Oregon Community College Foundation; Executive Director	4%
Coos County Library Service District; Coos County Treasurer	4.25%
Oregon International Port of Coos Bay; Chief Executive Officer	3.75%
Coos County; Coos County Treasurer	15.5%
Southwest Oregon Regional Airport; Business Manager	1.75%
North Bay Rural Fire Protection District; Fire Chief	1.5%

4H and Extension Service; Coos County Treasurer	.5%
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9. **Amendment.** This Intergovernmental Agreement may be amended only by unanimous agreement of all Zone Sponsors documented by an instrument, in writing, executed by all Zone Sponsors.
10. **Notice.** Any notice or other communication required or permitted to be given under this Intergovernmental Agreement shall be in writing and shall be mailed by certified mail, return receipt requested, postage pre-paid, addressed to the parties as follows:

CEO Oregon International Port of Coos Bay P.O. Box 1215 Coos Bay, OR 97420	City Administrator City of North Bend P.O. Box B North Bend, OR 97459
County Counsel Coos County 250 N. Baxter Street Coquille, OR 97423	City Manager City of Coos Bay 500 Central Ave. Coos Bay, OR 97420

11. **Governing Law.** This Intergovernmental Agreement shall be governed by and construed in accordance with the laws of the State of Oregon.
12. **Arbitration.**

12.1 Any controversy or claim arising out of or relating to this Intergovernmental Agreement including, without limitation, the making, performance, or interpretation of this Intergovernmental Agreement, shall be settled by arbitration in Coos County, Oregon, and any judgment on the arbitration award may be entered in any court having jurisdiction over the subject matter of the controversy.

12.2 Any party asserting a claim arising out of or relating to this Intergovernmental Agreement may make a written demand for arbitration. In this event, the parties shall agree to submit their controversy to binding arbitration before a single arbitrator. The arbitrator shall be an attorney licensed to practice law in the State of Oregon. If the parties cannot agree within 30 days to the selection of a single arbitrator after the election to arbitrate, any Zone Sponsor may request that the selection of an arbitrator be made by a judge of a court having jurisdiction. The dispute shall be heard by the arbitrator selected within 60 days thereafter, unless the parties otherwise agree.

12.3 Each Zone Sponsor will pay its own costs of arbitration, and each will be obligated for one quarter of the arbitrator's fee. The provisions of paragraph 13 shall also apply to arbitration; and in the event of arbitration under the provisions of this Agreement, the prevailing party shall be awarded reasonable attorney fees and related costs.

12.4 If arbitration is commenced, the parties agree to permit discovery proceedings of the type provided by the Oregon Rules of Civil Procedure both in advance of, and during recess of, the arbitration hearings. ORS 183.450 (1) through (4), where applicable, shall control the admission of evidence at the hearing in any arbitration conducted hereunder, provided however no error by the arbitrator in application of the statute shall be grounds as such for vacating the arbitrator's award. Each party shall be entitled to present evidence and argument to the arbitrator. The arbitrator shall give written notice to the parties stating the arbitration determination and shall furnish to each party a signed copy of such determination and judgment so the award may be entered in any court having jurisdiction over the parties. The parties agree that all facts and other information relating to any arbitration arising under this Intergovernmental Agreement shall be kept confidential to the fullest extent permitted by law.

12.5 The parties agree that the arbitrator shall have no jurisdiction to render an award or judgment for punitive damages. The parties agree that the decision of the arbitrator shall be final and binding on the parties and a judgment may be entered on the arbitrator's award. Unless otherwise inconsistent herewith, the provisions of ORS Chapter 36 shall apply to any arbitration hereunder. The duty to arbitrate shall survive the cancellation or termination of this Agreement.

13. Attorney Fees.

In the event any action, suit, arbitration or other proceeding shall be instituted by any party to this Agreement to enforce any provision of this Agreement or any matter arising therefrom, or to interpret any provision of this Agreement, including any proceeding to compel arbitration, the prevailing party shall be entitled to recover from the other a reasonable attorney fee to be determined by the court or arbitrator(s). In addition to recovery of a reasonable attorney fee, the prevailing party shall be entitled to recover from the other party or parties costs and disbursements, including all costs of arbitration and the arbitrator(s) fees, and expert witness fees, as fixed by the court or tribunal in which the case is heard.

In the event any such action, suit, arbitration or other proceeding is appealed to any higher court or courts, the prevailing party shall recover from the other party or parties a reasonable attorney fee for prosecuting or defending such appeal or appeals, in addition to the reasonable attorney fees in the lower court or courts or arbitration proceeding, such fee to be determined by the appellate court or lower court or arbitrator, as the appellate court may determine. In addition to recovery of a reasonable attorney fee on appeal, the prevailing party shall be entitled to recovery from the other costs and disbursements and expert witness fees as fixed by the appellate court. All costs and disbursements which may be awarded pursuant to this paragraph shall bear interest at the maximum legal rate from the date they are incurred until the date they are paid by the losing party or parties.

14. Entire Agreement.

This Agreement sets forth the entire understanding of the parties with respect to the subject matter of this Intergovernmental Agreement and supersedes any and all prior understandings and agreements, whether written or oral, between the parties with the respect to such subject matter.

<p><i>County of Coos</i></p> <hr/> <p>Signature</p> <hr/> <p>Printed Name</p> <hr/> <p>Date</p>	<p><i>Oregon International Port of Coos Bay</i></p> <hr/> <p>Signature</p> <hr/> <p>Printed Name</p> <hr/> <p>Date</p>
<p><i>City of Coos Bay</i></p> <hr/> <p>Signature</p> <hr/> <p>Printed Name</p> <hr/> <p>Date</p>	<p><i>City of North Bend</i></p> <hr/> <p>Signature</p> <hr/> <p>Printed Name</p> <hr/> <p>Date</p>

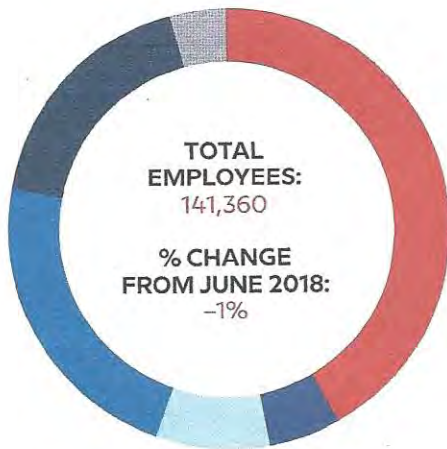
Other

Informational Items

"Sectors Responsible for the Rail Traffic Base are Doing Poorly"

"At any point in time, some sectors of the economy are invariably doing better or worse than others," the AAR noted. "Unfortunately, right now it appears that sectors responsible for much of the rail traffic base are the ones doing poorly. For example, the non-manufacturing index (NMI) from the Institute for Supply Management (ISM), which covers services, was 55.1 in June 2019. That's well above 50, which is the 'contraction/expansion' threshold. Meanwhile, the ISM's Purchasing Managers Index (PMI), which covers manufacturing, was just 51.7 in June, its lowest level since October 2016 and not much above the 50 threshold. Manufacturing output rose in May, but is still well below the end of last year."

RAILROAD EMPLOYMENT, CLASS I LINEHAUL CARRIERS, JUNE 2019 (% CHANGE FROM JUNE 2018)



- **Transportation (train and engine)**
59,363 (-1%)
- **Executives, Officials, and Staff Assistants**
7,756 (-1%)
- **Professional and Administrative**
11,453 (+1%)
- **Maintenance-of-Way and Structures**
31,864 (-1%)
- **Maintenance of Equipment and Stores**
25,367 (-1%)
- **Transportation (other than train & engine)**
5,557 (-1%)

Source: Surface Transportation Board

THE ONE-PERCENT SOLUTION?

Identical to May 2019, Figures released by the STB show Class I total railroad employment dropped an almost negligible 1% in June 2019, measured against June 2018. For the second month in a row, five of six employment categories experienced virtually the same percentage drop, 1%, when rounding is taken into account. In the short term, it most likely indicates headcount reductions attributable to Precision Scheduled Railroading. Longer term, it's difficult to predict where employment is headed, especially when traffic is down (but we said that last month).

TRAFFIC ORIGINATED CARLOADS

FOUR WEEKS ENDING JUNE 29, 2019

MAJOR U.S. RAILROADS			
BY COMMODITY	JUNE '19	JUNE '18	% CHANGE
Grain	87,387	94,102	-7.1%
Farm Products ex. Grain	2,944	3,181	-7.5%
Grain Mill Products	35,209	39,720	-11.4%
Food products	23,254	23,136	0.5%
Chemicals	130,015	129,402	0.5%
Petroleum & Petroleum Products	53,095	44,973	18.1%
Coal	306,617	336,761	-9.0%
Primary Forest Products	4,342	4,585	-5.3%
Lumber and Wood Products	13,466	14,543	-7.4%
Pulp and Paper Products	20,944	23,212	-9.8%
Metallic Ores	25,933	26,506	-2.2%
Coke	16,074	16,919	-5.0%
Primary Metal Products	35,561	39,983	-11.1%
Iron & Steel Scrap	14,712	15,988	-8.0%
Motor Vehicles & Parts	67,732	68,674	-1.4%
Crushed Stone, Sand, & Gravel	98,351	109,115	-9.9%
Nonmetallic Minerals	16,088	15,314	5.1%
Stone, Clay & Glass Products	32,491	33,308	-2.5%
Waste & Nonferrous Scrap	14,787	15,417	-4.1%
All Other Carloads	24,392	25,728	-5.2%
TOTAL U.S. CARLOADS	1,023,394	1,080,567	-5.3%
CANADIAN RAILROADS			
TOTAL CANADIAN CARLOADS	342,948	335,859	2.1%
COMBINED U.S./CANADA RR	1,366,342	1,416,426	-3.5%

INTERMODAL

FOUR WEEKS ENDING JUNE 29, 2019

MAJOR U.S. RAILROADS			
BY COMMODITY	JUNE '19	JUNE '18	% CHANGE
Trailers	84,154	105,376	-20.1%
Containers	991,820	1,054,600	-6.0%
TOTAL UNITS	1,075,974	1,159,976	-7.2%
CANADIAN RAILROADS			
Trailers	2	0	-
Containers	281,209	277,969	1.2%
TOTAL UNITS	281,211	277,969	1.2%
COMBINED U.S./CANADA RR			
Trailers	84,156	105,376	-20.1%
Containers	1,273,029	1,332,569	-4.5%
TOTAL COMBINED UNITS	1,357,185	1,437,945	-5.6%

Source: Rail Time Indicators, Association of American Railroads

TOTAL U.S./CANADIAN CARLOADS, JUNE 2019 VS. JUNE 2018



1,366,342

JUNE 2019

1,416,426

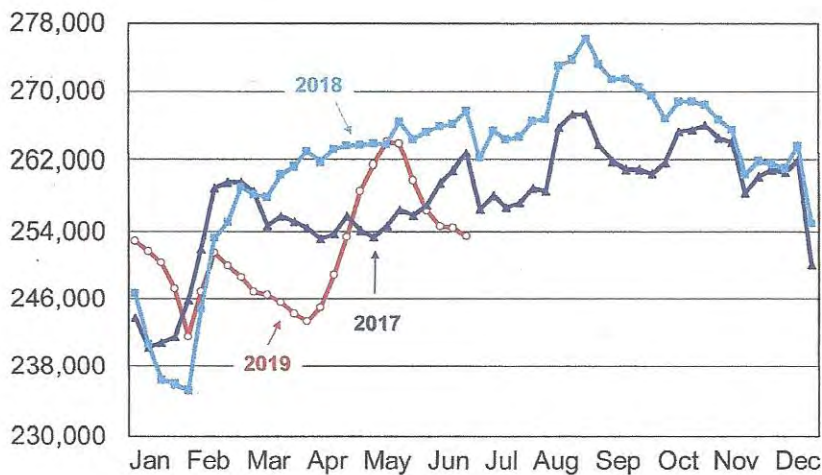
JUNE 2018

**SHORT LINE AND REGIONAL TRAFFIC INDEX
CARLOADS**

BY COMMODITY	ORIGINATED JUNE '19	ORIGINATED JUNE '18	% CHANGE
Chemicals	49,730	43,969	13.1%
Coal	21,260	22,996	-7.5%
Crushed Stone, Sand & Gravel	29,838	29,565	0.9%
Food and Kindred Products	10,399	9,811	6.0%
Grain	27,401	23,588	16.2%
Grain Mill Products	7,062	6,330	11.6%
Lumber and Wood Products	9,069	9,262	-2.1%
Metallic Ores	2,517	2,652	-5.1%
Metals and Products	16,601	18,094	-8.3%
Motor Vehicles and Equipment	11,119	10,190	9.1%
Nonmetallic Minerals	2,856	1,963	45.5%
Petroleum Products	2,263	1,994	13.5%
Pulp, Paper and Allied Products	16,402	17,260	-5.0%
Stone, Clay and Glass Products	12,860	13,212	-2.7%
Trailers / Containers	42,981	44,043	-2.4%
Waste and Scrap Materials	9,243	9,801	-5.7%
All Other Carloads	79,700	95,936	-16.9%

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**AVERAGE WEEKLY U.S. RAIL CARLOADS: ALL COMMODITIES
(NOT SEASONALLY ADJUSTED)**



Data are average weekly originations for each month, are not seasonally adjusted, do not include intermodal, and do not include the U.S. operations of CN and CP. Source: AAR

**ARE YOU A
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VISIT [HTTP://BIT.LY/RAILJOBS](http://bit.ly/railjobs)

To place a job posting,
contact: Jeanine Acquart
212-620-7211
jacquart@sbpub.com

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		-
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	3,577.00	11,804.10

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:	3,577	revenue car loads =	357,700	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 142 days injury-free as of September 4, 2019!