



M E M O R A N D U M

TO: Interested Parties
FROM: David Kronsteiner, President
DATE: March 11, 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, March 18, 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, March 18, 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;
- (g) consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
- (h) consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; and
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

DK/km

**OREGON INTERNATIONAL PORT OF COOS BAY
REGULAR COMMISSION MEETING
6:30 p.m., Monday, March 18, 2019**

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

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

- 1. CALL MEETING TO ORDER**

- 2. INTRODUCTION OF GUESTS AND PORT STAFF**

- 3. PUBLIC COMMENT**

- 4. PORT PROJECT UPDATE**
 - A. Legislative Update..... Margaret Barber

- 5. CONSENT ITEMS** **Page**
 - A. Approval of February 19, 2019 Regular Commission Meeting Minutes 4
 - B. Approval of February Invoices..... 11
 - C. Approval of February Contracts Awarded 12

- 6. MANAGEMENT REPORTS** **Page**
 - A. Administration..... 14
 - B. Finance 16
 - C. Commercial / External Affairs / Marketing..... 36
 - D. Port Operations..... 39
 - E. Charleston Operations 41
 - F. Railroad Operations..... 44

- 7. ACTION ITEMS** **Page**
 - A. David Miller & Associates Task Order #13 Mike Dunning, 50
 - B. Charleston Marina Launch Ramp Dock Replacement Mike Dunning, 54
 - C. 2019Res08: Local Government Grant Program Application Fiona Bai, 55

- 8. OTHER**

- 9. INFORMATION ITEMS** **Page**
 - A. 2019/20 Budget Planning Calendar..... 59
 - B. Legislative Handout 60
 - C. Coos Bay Swing Span Bridge Repair Project Schedule 63
 - D. Railroad Tunnel Rehabilitation Phase I & II Project Schedule 64
 - E. Coos Bay Rail Revenue Car Loads – February 2019 66

- 10. COMMISSION COMMENTS**

- 11. NEXT MEETING DATE** – Monday, April 15, 2019, 6:30pm

- 12. RECESS TO EXECUTIVE SESSION**

- 13. ADJOURN**

Consent Items

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
6:30 p.m., Tuesday, February 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; and James Martin, Commissioner. Bob Garcia, Secretary was excused.

Staff:

John Burns, Chief Executive Officer; Anna Soderstrom, Chief Commercial Officer; Lanelle Comstock, Chief Administrative Officer; Patrick Kerr, Director of Rail Operations; Thomas Durand, Maritime Operations Manager; Chris Cranford, Maintenance Foreman; Krystal Moffett, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

Media & Guests:

Maeora Mosieur, Port Budget Committee; and Paul Burgett, ARG Transportation Services.

1. CALL MEETING TO ORDER

President Kronsteiner called the meeting to order at 6:33 p.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. PORT PROJECT UPDATE

A. Safety Program Presentation

Thomas Durand presented information regarding the safety programs of the Port, comprised of the following elements: safety policy, programs, training, safety committee, inspections, risk management tools, standard operating procedures and personal qualification standards. The safety committee is comprised of management as well as staff, who conduct inspections throughout Port property, including the rail, marina and shipyard. Staff have implemented new risk management tools and have been working to develop standard operating procedures where there is a concern of high risk. The personal qualification standards will ensure that all staff are properly trained.

The safety policy statement is included within each policy and program, stating the safety and health of all Port employees, contractors, volunteers and the general public is paramount to successfully achieving the Port's mission and goals. Added to the policies is "stop work" authority for all employees; anyone who feel that a job is unsafe can stop work at any time to assess the risks. If the risks cannot be mitigated

then it will be brought to the supervisor for correction. All employees are required to comply with Oregon OSHA and FRA requirements.

The Port's safety programs include the emergency management response plan, fall protection, hazard communications, ladder/scaffolding, respirator protection, forklift, lockout/tagout, confined/enclosed space, and railroad programs. Rail staff recently completed fall protection training; Port and Rail staff also recently completed model specific forklift training. Training programs include equipment specific training for areas that could be high risk, such as the forklift, travel lift, boom truck, and the new Gradall excavator. Annual CPR and first aid training will be coming up shortly.

The safety committee is comprised of staff and management, from the Marina as well as Rail personnel. The chair is a two year appointment and cannot be management. The committee meets monthly and conducts quarterly inspections of Port property, including all docks and buildings. Two team members conduct the inspections together, one who is more experienced and one who is learning; this works well as a practical teaching tool. The committee reviews all accident and incident investigations, discussing ways to mitigate hazards and reduce accident risk. The committee also reviews all safety policies and programs.

The Port's safety programs include a new risk management tool, which was utilized for the dredge safety work plan; where daily work and safety briefings are conducted prior to commencing any work for the day. The Maritime Operations Risk Calculation Worksheet will be used to understand and evaluate the full impact of risk versus gain for each task. The worksheet scores certain elements, such as weather, fatigue, and crew experience. If the risk is deemed too high, discussion will center on mitigation; some factors, such as weather cannot be mitigated, and the decision may be made to postpone work. This tool allows the crew to discuss risks and stop work if necessary.

Standard operating procedures are being implemented, to provide step-by-step instructions that will help to carry out complex tasks. This will ensure standard practice for all staff. Standard operating procedures aim to achieve efficiency, quality output and uniformity of performance, while reducing miscommunications and failure to comply with Port and industry regulations. The personal qualification standards are a compilation of minimum knowledge and skills necessary to qualify for a specific job or maintain specific equipment. The personal qualification standards provide a key element of a well structured and dynamic training program. The Port will employ these standards in areas that require specific expertise to operate heavy equipment, boat operations, or any other area where minimum knowledge and skills are required to perform a specific job.

Mr. Durand stated these programs are being implemented to ensure all Port operations are conducted as safely as possible. President Kronsteiner thanked Mr. Durand for the presentation.

5. CONSENT ITEMS

- A. Approval of January 22, 2019 Regular Commission Meeting Minutes
- B. Approval of January Invoices
- C. Approval of January Contracts Awarded
- D. Approval of Fisherman's Wharf Lease Agreement

Upon a motion by Commissioner Martin (second by Commissioner Farm), the Board of Commissioners voted to approve the January 22, 2019 Regular Commission Meeting Minutes, January Invoices, January Contracts Awarded and the Fisherman's Wharf Lease Agreement. **Motion Passed.**

6. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

7. ACTION ITEMS/REPORTS

A. **2019Res04: Amendments to Port Policy Manual Chapter 8.2**

Port of Coos Bay staff is currently reviewing and revising all Port Safety Policies and Programs to include updated best management practices, new and revised safety programs, and implementation of a new Risk Assessment Tool.

Section 8.2: Safety and Loss Prevention has been revised with updates to include the new safety programs, risk management tool, responsibilities and duties of key personnel within the organization, introduction of Standard Operating Procedures, and Personnel Qualification Standards. The red lined tracked version of the changes, as well as a clean draft version of the recommended revisions, was included within the packet.

The major revisions within Section 8.2, include:

- 8.2.A – All of the initial policy statement was revised to include language that is standard throughout all safety programs.
- 8.2.B – The Port created a comprehensive safety and health program which encompasses OSHA required hazard specific programs. These programs include: Emergency Response Management Plan, Fall Protection, Hazard Communications, Ladder/Scaffolding Safety, Lock Out/Tag Out, Railroad Safety, Respirator Protection and Risk Assessment programs.
- 8.2.C – Safety Education and Training section added.
- 8.2.D – Safety Committee section added.
- 8.2.E – Standard Operating Procedures added.
- 8.2.F – Personnel Qualification Standards added.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to approve Resolution 2019Res04 authorizing the amendments to Port Policy Manual Chapter 8: Safety and Loss Prevention Section 8.2 Safety and Loss Prevention Policy. **Motion Passed.**

B. **2019Res05: Amendments to Port Policy Manual Chapter 8.3**

Section 8.3: Employee's Personal Protective Equipment (PPE) has been revised with updates to include a standard policy statement, additional PPE provided by the Port (Reflective Safety Vest, Fall Protection), and clarification of personal protective equipment reimbursement policy. The red lined tracked version of the changes, as well as a clean draft version of the recommended revisions, was included within the packet.

The major revisions within Section 8.3, include:

- 8.3.A – Standard Port Safety Policy statement added.

- 8.3.B – added additional PPE provided by the Port.
- 8.3.C – Clarified language pertaining to Port reimbursement of certain safety equipment (leather steel toed boots, rain gear and rubber boots).

Upon a motion by Commissioner Farm (second by Commissioner Martin), the Board of Commissioners motioned to approve Resolution 2019Res05 authorizing the amendments to Port Policy Manual Chapter 8: Safety and Loss Prevention Section 8.3 Employee’s Personal Protective Equipment. **Motion Passed.**

C. 2019Res06: Amendments to Port Policy Manual Chapter 14.8

Section 14.8: Safety and Accidents policy has been revised with updates to include a standard policy statement. The red lined tracked version of the changes, as well as a clean draft version of the recommended revisions, was included within the packet.

The major revisions within Section 14.8, include:

- 14.8.A – Standard Port Safety Policy statement added.
- 14.8.B – Roles and Responsibilities section delineates employee and management responsibilities into a bulletized format to provide better clarity to responsibilities.
- 14.8.C – Unsafe Conditions: Added language for Stop Work authority to every Port employee who feels a job is unsafe.
- 14.8.D – Accident and Incident Reporting: added Near Miss reporting to assist in mitigating a hazard prior to an injury occurring.
- 14.8.E – Employee Injury Report: Added requirement to investigate every lost time injury report.
- 14.8.G – Work Place Violence policy moved to Section 14.9

Commissioner Hanson inquired whether there is an accident requirement for drug testing. Mr. Durand confirmed it is required if a human factor possibly contributed to the accident. John Burns applauded the efforts of the many people involved, including Charleston staff and the safety committee members, in pulling together these policies to ensure much safer operations for all staff and everyone involved.

Upon a motion by Commissioner Martin (second by Commissioner Farm), the Board of Commissioners motioned to approve Resolution 2019Res06 authorizing the amendments to Port Policy Manual Chapter 14: Personnel Policy Section 14.8: Safety and Accidents. **Motion Passed.**

D. 2019Res07: Adoption of Port Policy Chapter 4.3

The Port of Coos Bay currently manages multiple social media sites to communicate information to the public about Port projects, programs and activities.

A Social Media policy and internal process was created to set guidelines for the establishment and management of official Port of Coos Bay social media accounts by authorized Port employees and to set a general public notice terms of service.

Port’s legal counsel and the appropriate Port Staff have reviewed the proposed policy before being presented to the Port Commission. The draft policy was included within the packet.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to approve Resolution 2019Res07 adopting Port Policy Manual Section 4.3: Social Media. **Motion Passed.**

E. Assignment of Coos Bay Rail Line Track Miles for 45G Tax Credit

Port staff has worked with Mickelson & Company in the past to arrange assignment of the Port's Section 45G tax credit on behalf of its 151 track miles of rail line to a third-party Class II railroad for allowable track mile maintenance tax credits. Mickelson & Company has again proposed to enter into an assignment agreement with the Port for the 2018 tax year.

The Short Line Railroad Rehabilitation and Investment Act of 2013, Section 45G of the Internal Revenue Code, created an incentive for the private sector to invest in rail infrastructure by providing a tax credit of 50 cents for every dollar a railroad spends on track improvements. The credit is based on a track mile formula and is limited to \$3,500 per mile of rail line owned, leased or assigned by Class II or Class III railroads at the end of the railroad's taxable year. Efforts to make the tax credit permanent have not yet succeeded, and the 45G tax credit had been repeatedly extended through December 31, 2017. Mickelson & Company anticipate the credit will be extended effective through December 31, 2018.

For 2018, Mickelson & Company has proposed to assign 151 track miles at a rate of \$2,100 per mile, or \$317,100 total. Mickelson & Company's fee for the 2018 assignment is covered by the current Professional Services agreement we have in place, and will be \$138 per mile, for a total fee of \$20,838. Total revenue to be realized for this assignment will be \$296,262. Funds from these assignments were typically deposited in the Port's General Fund to offset emergency repairs, overhead, and other expenses related to the Port's ownership of the rail line.

The final assignment agreement is pending legislative extension of the credit and will be reviewed by legal counsel prior to execution.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to approve an agreement to assign track miles for the purpose of receiving tax credit revenue under Section 45G of the Internal Revenue Code including signature authority for the Port Chief Executive Officer John Burns to execute the document, contingent on legislative extension for the tax credit and legal review of the final assignment agreement. **Motion Passed.**

F. Appointment of FY 2019/20 Budget Officer

Oregon Local Budget Law (ORS 294.305 through 294.565) governs the preparation of the Port's annual budget. Pursuant to ORS 294.331, the Port Commission is required to designate one person to serve as the Budget Officer, who shall prepare or be responsible for preparing the budget document under the direction of the Chief Executive Officer. The Budget Officer also presents a balanced budget to the budget committee, publishes all notices required by Local Budget Law, monitors budget expenditures during the budget year and notifies the governing body of the need to make any budget changes required after adoption.

Port staff recommends Port Director of Finance & Accounting Megan Richardson to be appointed as the Budget Officer for the fiscal year 2019/20 budget process.

Upon a motion by Commissioner Farm (second by Commissioner Martin), the Board of Commissioners motioned to approve the appointment of Director of Finance & Accounting Megan Richardson as the Budget Officer for the FY 2019/20 budget process. **Motion Passed.**

G. CEO Annual Performance Evaluation & Salary Increase

The Oregon International Port of Coos Bay Board of Commissioners met with Chief Executive Officer John Burns during Executive Session on January 22, 2019, to review the results of the Chief Executive Officer Annual Performance Evaluation. The Chief Executive Officer's 2019 Performance Evaluation Agreement was included within the packet.

The Commission acknowledged Mr. Burns' great efforts and diligence in accomplishments such as becoming operator of the railroad; improvement in staff morale, effectiveness, and growth under Mr. Burns' guidance; and a successful financial audit.

Based on the Chief Executive Officer's notable performance evaluation and increased responsibilities, the Oregon International Port of Coos Bay Board of Commissioners recommends an approximate 5% increase to the Chief Executive Officer's salary, retroactive to January 1, 2019.

Upon a motion by Commissioner Farm (second by Commissioner Martin), the Board of Commissioners motioned to approve an approximate 5% increase to Chief Executive Officer John Burns' salary, retroactive to January 1, 2019. **Motion Passed.**

H. Amendment to CEO's Employment Agreement

At the January 2019 Port of Coos Bay Regular Commission Meeting, the Port of Coos Bay Commissioners approved Resolution 2019Res01, authorizing amendments to Port Personnel Policy, Section 14.6: Performance Discussions, replacing annual performance reviews with One-on-One meetings.

One-on-Ones are frequent (once a week), informal, documented discussions between managers and employees to review projects and workloads, prioritize projects, set goals and expectations, discuss new/important information, provide feedback on performance, and coach.

To reflect the Port's recent policy revision of replacing annual performance reviews with frequent One-on-One meetings, the Oregon International Port of Coos Bay Board of Commissioners recommends amending the Chief Executive Officer's Employment Agreement replacing annual performance reviews with quarterly performance discussions.

Upon a motion by Commissioner Farm (second by Commissioner Martin), the Board of Commissioners motioned to amend Chief Executive Officer John Burns' Employment Agreement to replace annual performance reviews with quarterly performance discussions. **Motion Passed.**

8. OTHER

9. COMMISSION COMMENTS

Commissioner Martin stated it is noteworthy that rail operations are up to anticipated carloads in three months' time, despite the bridge being under repair.

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

11. ADJOURN

President Kronsteiner adjourned the meeting at 7:04 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;
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments; and
- (n) discuss information about review or approval of programs relating to the security of a number of specified structures, activities and materials relevant to the operation of the state's infrastructure.



M E M O R A N D U M

To: John Burns, Chief Executive Officer
From: Megan Richardson, Director of Finance & Accounting
Date: March 11, 2019
Subject: Invoices Paid for Commission Approval through February 28, 2019

A/P checks issued per NetSuite financial system	2,227,423.68
Payroll disbursement per Umpqua Bank statement	170,930.47
Misc electronic disbursements per Umpqua Bank statement	1,118,694.14
Total Disbursements	<u>\$ 3,517,048.29</u>



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Megan Richardson, Accounting Manager

DATE: March 11, 2019

SUBJECT: February Contracts Awarded

The following are bids that were awarded, and contracts authorized and signed by the Chief Executive Officer during the month of February. 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
Stantec Consulting	Task Order 33: Provide Safety Boat Services for Swing Span Bridge	\$115,408.00
Stantec Consulting	Task Order 29: Construction Management Services for Swing Span Bridge	\$376,892.00
LRL Construction	Change Order 13: Proposed Tunnel Stabilization for Tunnel 15	\$127,924.70
Billeter Marine	Outer Basin Pile Project 2019	\$37,500.00
Billeter Marine	Change Order 1: Outer Basin Pile Project – additional welding	\$1,800.00
Total Contracts Awarded for this period:		\$659,524.70

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: March 11, 2019
SUBJECT: Administrative Services Management Report

Board Practices Assessment: A Doodle Poll has recently been requested of the Commissioners to schedule a date for a Board Practices Assessment to be conducted by the Special Districts Association of Oregon (SDAO). The Assessment is conducted in a 90-minute on-site facilitated meeting with the full board and management/staff personnel who normally participate in the board's meetings. The Assessment is a self-assessment process in which participants will evaluate the board's effectiveness, strengths and weaknesses in the following key performance areas:

- Duties and Responsibilities
- Budget & Finance
- Operational Compliance
- Personnel Administration
- Policies & Procedures
- Customer Relations

Within a week following the meeting, the board will receive a written summary of their self-assessment along with a document called Consultant's Impressions and Recommendations. The Port will receive a 4% SDIS insurance premium credit for completing the Assessment process.

Coos Bay Rail Line (CBRL): Since the beginning of rail operations on November 1, 2018, CBRL has hired 5 additional employees, increasing the full-time employee count from 12 to 17. The current filled positions are as follows:

- (1) Operations Manager
- (1) Signal Maintainer / Utility Worker
- (1) Bridge Tender / Utility Worker
- (1) Track Inspector
- (2) Track Laborers
- (1) Carman / Utility Worker
- (3) Conductor / Engineers – Noti Switchers
- (2) Conductor / Engineers – Night Haulers (North)
- (3) Conductor / Engineers – Coos Bay Switchers
- (2) Conductor / Engineers – Night Haulers (South)

Budget Planning: I have begun the administrative budget planning process for the 2019/20 fiscal year budget. The administrative budget includes administrative staff personnel and employee development expenses, general administrative office expenses, as well as expenses for Port wide commercial insurance, IT supplies, software licenses and subscriptions, recruitment, and legal services.

The tentative 2019/20 Budget Planning Calendar is included within the Information Section of this packet as a general guideline of the budget process. Please be advised of the following public meetings regarding the Port's budget (exact dates to be determined):

- End of April - Charleston Advisory Committee Meeting to discuss proposed rates
- End of May - Budget Committee Meeting(s)
- June 17 – Port Commission Meeting and Budget Hearing

Finance & Accounting Clerk Recruitment: The Port's Senior Accountant, Lisa Wiles, recently resigned, leaving a vacant position within the Finance and Accounting Department. After reassigning responsibilities within the department, the Port is seeking to hire a Finance & Accounting Clerk to fulfill the duties of accounts payable, accounts receivable, and employee credit card reconciliation, and to assist with payroll, budgeting, and auditing processes.

Charleston Harbormaster Recruitment: We have been interviewing applicants for the Charleston Harbormaster position via Skype and in person, and expect to invite final candidates into the next step of the interview process this week. We are excited and eager to fill the position.

Locomotive Mechanic Recruitment: Coos Bay Rail Line, Inc. is seeking to hire a Locomotive Diesel & Electrical Mechanic to inspect, repair and maintain the engine, mechanical, and electrical components of the Port's railroad locomotives. 1-3 years of locomotive diesel repair & electrical experience is required. The entire job announcement is posted at www.portofcoosbay.com/cbrlcareers.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Director of Finance
DATE: March 11, 2019
SUBJECT: Accounting & Finance Management Report

We hereby present January and January Year-to-Date [7 month] financial results for the Port.

Operating Revenue:

Total operating revenues were \$614K or \$23K less than budget. Administration had budgeted to purchase a building and have lease revenue at this point in the fiscal year. The Port was unsuccessful in our bid for purchase and have remained in the leased offices at the Hub building. We will therefore not meet the revenue projected in Admin without lease revenue. The boost in revenues for Railroad Operations has to do with the rail having an increase in operations as well as billing Coos Bay Rail Line, Inc. the expenses that the Port incurred on behalf CBRL at start up. Dredge operations have not been billed yet to the Charleston department and therefore Dredge does not show that anticipated revenue.

Operating Expense:

Operating expenses totaled \$740K, which was \$8K less than budget. All departments remained within budget except Railroad operations and Dredge. Railroad is over budget this period due to reallocating expenses that originally were recorded in the Administration department. These were expenses related to the CBRL startup. Dredge is over budget this period due to timing. The Dredge expenses to date are still within budget.

Operating Result:

The Port ended January with a \$126K deficit, against a planned deficit of \$111K which is more than plan by \$15K. All departments, except Railroad Operations and Dredge operations, performed better than budget.

Other Income & Expense:

Total other revenues were \$51K; which is \$61K less than budget. This shortfall is due to a timing difference in the other income line item. This represents transfers from the reserve fund that have been completed in previous months. Other expenses totaled \$294K; which was \$205K greater than budget. This overage can be attributed to the interfund transfer completed to support CBRL cash flow in their startup period. This is a temporary loan and is expected to be repaid by CBRL.

Net Result & Year to Date:

January Net Result amounted to a loss of \$370K compared to a budgeted deficit of \$89K resulting

in a \$281K negative variance. If the Port were to maintain this trend, we could expect a positive net result, and which would be about \$200K less than \$242K positive net result budgeted.

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 February month end were \$4,423,143.96 which is a decrease of \$244K from January with interest earnings of \$6,879.10. No interest was earned in the money market account because the balance has been managed to meet the required minimum for banking fees and cashflow needs. The Local Government Investment Pool (LGIP) interest rate remained at 2.75% pa.

The Finance department has begun the preparation of the FY 2019/20 budget. The budget calendar has been set and has been included in this month's packet for your information. We will be working with department heads to provide support as they develop their operating plans for the next fiscal year.

In addition to budget, the Finance department has been working to recruit a replacement for Lisa Wiles. She resigned in February to pursue an opportunity in California. We are a staff member down during a critical time of year and we are focused on finding the right candidate to fill her vacancy.

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



	Current Period				Same Month Last Year			Year to Date						Year End			
	Jan 2019				Jan 2018			Jul 2018 - Jan 2019				Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
1 Operating Income																	
2 Administration	1,365	16,979	(15,614)	(92%)	1,035	330	32%	9,475	25,079	(15,604)	(62%)	7,149	2,326	33%	47,809	63,413	(25%)
3 External Affairs	20	0	20	-	0	20	-	428	0	428	-	0	428	-	428	0	-
4 Port Development	0	0	0	-	0	0	-	0	0	0	-	8,180	(8,180)	(100%)	0	0	-
5 Port Operations	60,987	60,471	516	1%	58,841	2,146	4%	422,152	435,088	(12,936)	(3%)	431,952	(9,800)	(2%)	727,394	740,330	(2%)
6 Railroad Operations	434,475	398,483	35,992	9%	397,722	36,753	9%	2,430,782	2,915,513	(484,731)	(17%)	2,890,821	(460,039)	(16%)	4,480,029	4,964,760	(10%)
7 Dredge Operations	0	31,061	(31,061)	(100%)	209,797	(209,797)	(100%)	0	122,992	(122,992)	(100%)	269,456	(269,456)	(100%)	1,250	124,242	(99%)
8 Charleston Operations																	
9 Building & Dock Leases	15,934	17,834	(1,900)	(11%)	20,339	(4,405)	(22%)	125,398	122,098	3,300	3%	128,409	(3,012)	(2%)	208,300	205,000	2%
10 Property Agreements	0	755	(755)	(100%)	704	(704)	(100%)	960	4,223	(3,263)	(77%)	4,931	(3,971)	(81%)	4,737	8,000	(41%)
11 Marina	58,019	77,147	(19,127)	(25%)	90,582	(32,562)	(36%)	556,574	562,328	(5,754)	(1%)	621,839	(65,266)	(10%)	956,246	962,000	(1%)
12 Shipyard	22,696	16,172	6,524	40%	14,479	8,217	57%	153,259	156,612	(3,353)	(2%)	135,571	17,687	13%	261,647	265,000	(1%)
13 RV Park	6,386	7,265	(879)	(12%)	6,975	(589)	(8%)	207,545	186,589	20,957	11%	196,000	11,545	6%	295,957	275,000	8%
14 Ice Plant	9,488	3,793	5,695	150%	4,151	5,337	129%	225,836	181,611	44,224	24%	170,479	55,357	32%	334,224	290,000	15%
16 Travel Lift	4,709	816	3,893	477%	1,199	3,510	293%	25,768	20,508	5,260	26%	30,422	(4,654)	(15%)	80,260	75,000	7%
17 Other	50	6,716	(6,666)	(99%)	904	(854)	(94%)	2,318	39,307	(36,990)	(94%)	(4,608)	6,925	(150%)	24,510	61,500	(60%)
18 Total Charleston Operations	117,282	130,497	(13,216)	(10%)	139,332	(22,050)	(16%)	1,297,656	1,273,275	24,381	2%	1,283,044	14,612	1%	2,165,881	2,141,500	1%
19 Total Operating Income	614,129	637,491	(23,363)	(4%)	806,726	(192,598)	(24%)	4,160,493	4,771,948	(611,454)	(13%)	4,890,603	(730,110)	(15%)	7,422,791	8,034,245	(8%)
21 Operating Expenses																	
22 Administration	(47,824)	121,969	169,793	139%	122,621	170,445	139%	667,523	874,725	207,202	24%	737,374	69,851	9%	1,297,570	1,504,772	14%
23 External Affairs	38,464	45,720	7,256	16%	38,307	(157)	(0%)	292,057	421,814	129,757	31%	312,555	20,497	(7%)	529,536	659,293	(20%)
24 Port Development	18,215	19,876	1,661	8%	19,397	1,182	6%	155,109	147,562	(7,547)	(5%)	157,117	2,008	(1%)	262,963	255,416	3%
25 Port Operations	19,950	28,399	8,449	30%	23,002	3,052	13%	158,878	207,361	48,483	23%	171,421	12,543	(7%)	309,485	357,968	(14%)
26 Railroad Operations	517,824	334,194	(183,630)	(55%)	315,026	(202,798)	(64%)	2,229,365	2,404,380	175,015	7%	2,325,280	95,915	(4%)	3,972,246	4,147,261	(4%)
27 Dredge Operations	88,516	21,728	(66,787)	(307%)	76,637	(11,879)	(16%)	166,843	101,482	(65,361)	(64%)	374,698	207,855	(55%)	189,603	124,242	53%
28 Charleston Operations	105,179	177,116	71,938	41%	151,342	46,163	31%	1,161,007	1,472,781	311,775	21%	1,293,008	132,001	(10%)	2,073,050	2,384,825	(13%)
29 Total Expenses	740,324	749,003	8,680	1%	746,332	6,008	1%	4,830,781	5,630,106	799,325	14%	5,371,453	540,672	10%	8,634,453	9,433,777	8%
31 Operating Results																	
32 Administration	49,188	(104,990)	154,179	(147%)	(121,586)	170,774	(140%)	(658,048)	(849,646)	191,598	(23%)	(730,225)	72,177	(10%)	(1,249,761)	(1,441,359)	(13%)
33 External Affairs	(38,444)	(45,720)	7,276	(16%)	(38,307)	(137)	0%	(291,629)	(421,814)	130,185	(31%)	(312,555)	20,925	(7%)	(529,108)	(659,293)	(20%)
34 Port Development	(18,215)	(19,876)	1,661	(8%)	(19,397)	1,182	(6%)	(155,109)	(147,562)	(7,547)	5%	(148,937)	(6,172)	4%	(262,963)	(255,416)	3%
35 Port Operations	41,037	32,072	8,965	28%	35,839	5,198	15%	263,274	227,727	35,547	16%	260,531	2,743	1%	417,909	382,362	9%
36 Railroad Operations	(83,349)	64,289	(147,638)	(230%)	82,696	(166,045)	(201%)	201,417	511,133	(309,716)	(61%)	565,541	(364,124)	(64%)	507,783	817,499	(38%)
37 Dredge Operations	(88,516)	9,332	(97,848)	(1049%)	133,160	(221,675)	(166%)	(166,843)	21,510	(188,353)	(876%)	(105,242)	(61,601)	59%	(188,353)	(0)	52320203%
38 Charleston Operations	12,103	(46,619)	58,722	(126%)	(12,010)	24,113	(201%)	136,649	(199,506)	336,156	(168%)	(9,964)	146,613	(1471%)	92,831	(243,325)	(138%)
39 Total Operating Results	(126,195)	(111,512)	(14,683)	13%	60,394	(186,590)	(309%)	(670,288)	(858,159)	187,870	(22%)	(480,850)	(189,438)	39%	(1,211,662)	(1,399,532)	(13%)
41 Tax Collected	27,036	23,784	3,252	14%	23,827	3,209	13%	1,648,692	1,645,494	3,198	0%	1,582,757	65,935	4%	1,754,198	1,751,000	0%
42 Financial Income	17,958	10,497	7,461	71%	13,337	4,621	35%	108,557	110,523	(1,966)	(2%)	124,055	(15,498)	(12%)	159,535	161,500	(1%)
43 Grant Income	6,326	5,747	579	10%	3,200	3,126	98%	92,360	114,306	(21,946)	(19%)	47,776	44,584	93%	103,654	125,600	(17%)
45 Other Income	0	72,449	(72,449)	(100%)	0	0	-	580,608	507,142	73,465	14%	19,973	560,634	2807%	942,852	869,387	8%
46 Total Other Income	51,320	112,477	(61,157)	(54%)	40,363	10,956	27%	2,430,216	2,377,464	52,752	2%	1,774,562	655,655	37%	2,960,239	2,907,487	2%
48 Financial Expenses & Taxes	1,288	1,750	462	(26%)	2,563	1,275	(50%)	37,415	12,250	(25,165)	205%	105,163	67,748	(64%)	46,165	21,000	(120%)
49 Debt Service	11,223	22,245	11,021	(50%)	4,360	(6,864)	157%	791,538	895,260	103,722	(12%)	199,672	(591,866)	296%	871,116	974,838	11%
50 Capital Outlays	32,300	65,500	33,200	(51%)	0	(32,300)	-	63,722	256,400	192,678	(75%)	7,142	(56,580)	792%	77,322	270,000	71%
51 Interfund Transfers	250,000	0	(250,000)	-	0	(250,000)	-	702,500	0	(702,500)	-	9,979	(692,521)	6940%	702,500	0	-
52 Total Other Expenses	294,812	89,495	(205,317)	229%	6,923	(287,889)	4159%	1,595,175	1,163,910	(431,265)	37%	321,956	(1,273,219)	395%	1,697,103	1,265,838	(34%)
54 Net Result	(369,687)	(88,530)	(281,157)	318%	93,835	(463,523)	(494%)	164,753	355,396	(190,643)	(54%)	971,755	(807,002)	(83%)	51,474	242,117	(79%)

Financial Report - Actual vs. Budget
For Period Ending Jan 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						
	Jan 2019		\$ Diff	% Diff	Jan 2018		% Diff	Jul 2018 - Jan 2019		% Diff	Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019					
	Actual	Budget			Actual	\$ Diff		Actual	Budget		\$ Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff
Operating Income																		
4005 Building & Dock Leases	360	7,016	(6,656)	-95%	0	360	-	2,460	9,116	(6,656)	-73%	0	2,460	-	35,794	42,450	-16%	
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	7,000	7,000	0	0%	7,000	0	0%	12,000	12,000	0%	
4290 Other	5	8,963	(8,958)	-100%	35	(30)	-86%	15	8,963	(8,948)	-100%	149	(134)	-90%	15	8,963	-100%	
Total Operating Income	1,365	16,979	(15,614)	-92%	1,035	330	32%	9,475	25,079	(15,604)	-62%	7,149	2,326	33%	47,809	63,413	-25%	
Expenses																		
Personnel Services																		
5005 Salaries	45,705	44,634	(1,071)	-2%	50,890	5,185	10%	302,431	334,784	32,353	10%	325,720	23,289	7%	548,063	580,416	6%	
5015 Overtime	15	85	70	83%	87	72	83%	250	636	386	61%	482	232	48%	716	1,102	35%	
5020 Car Allowance	462	461	(0)	0%	542	81	15%	3,346	3,461	115	3%	4,894	1,548	32%	5,885	6,000	2%	
5050 Merit Pool	0	2,440	2,440	100%	0	0	-	0	18,305	18,305	100%	0	0	-	13,430	31,735	58%	
Total Compensation	46,181	47,621	1,439	3%	51,519	5,338	10%	306,026	357,185	51,159	14%	331,095	25,069	8%	568,094	619,253	8%	
5100 Federal Payroll taxes	3,474	3,285	(189)	-6%	3,941	467	12%	18,903	24,638	5,735	23%	21,530	2,628	12%	36,979	42,714	13%	
5105 State Payroll taxes	11	0	(11)	-	11	0	3%	88	0	(88)	-	92	4	4%	88	0	-	
5110 Unemployment Insurance	1,271	651	(620)	-95%	1,288	17	1%	2,626	4,886	2,260	46%	2,852	226	8%	6,211	8,471	27%	
5115 Workers compensation	84	92	8	9%	975	892	91%	(45)	688	734	107%	6,826	6,872	101%	460	1,193	61%	
Total Payroll Taxes	4,839	4,028	(812)	-20%	6,215	1,376	22%	21,572	30,212	8,640	29%	31,301	9,728	31%	43,738	52,378	16%	
5200 Medical insurance	4,823	5,929	1,105	19%	3,532	(1,292)	-37%	31,080	41,501	10,421	25%	23,823	(7,257)	-30%	60,724	71,145	15%	
5205 Dental insurance	775	777	2	0%	517	(258)	-50%	5,023	5,441	418	8%	3,916	(1,107)	-28%	8,910	9,328	4%	
5215 Term life insurance	263	74	(189)	-257%	285	22	8%	1,818	554	(1,265)	-228%	1,969	151	8%	2,225	960	-132%	
5220 Long Term Disability insurance	0	272	272	100%	0	0	-	0	2,037	2,037	100%	0	0	-	1,495	3,532	58%	
5225 PERS Employee Contributions	5,927	6,667	740	11%	5,642	(285)	-5%	40,326	50,006	9,680	19%	46,137	5,812	13%	77,016	86,696	11%	
5230 PERS Employer Contributions	2,540	2,857	317	11%	2,418	(122)	-5%	17,283	21,431	4,148	19%	19,773	2,491	13%	33,007	37,155	11%	
5295 Allocations	0	0	0	-	(1,730)	(1,730)	100%	0	0	0	-	(7,015)	(7,015)	100%	0	0	-	
Total Insured Benefits	14,329	16,576	2,247	14%	10,664	(3,665)	-34%	95,530	120,971	25,441	21%	88,604	(6,926)	-8%	183,375	208,816	12%	
Total Personnel Services	65,350	68,224	2,875	4%	68,398	3,048	4%	423,129	508,368	85,239	17%	451,000	27,872	6%	795,208	880,447	10%	
Goods & Services																		
6005 Seminars & training	959	1,933	974	50%	5,337	4,378	82%	1,614	9,335	7,721	83%	21,671	20,057	93%	7,279	15,000	51%	
6010 Educational reimbursement	0	0	0	-	0	0	-	3,147	4,167	1,020	24%	3,045	(103)	-3%	6,480	7,500	14%	
Total Staff Training	959	1,933	974	50%	5,337	4,378	82%	4,761	13,502	8,741	65%	24,715	19,954	81%	13,759	22,500	39%	
6020 Travel - airfare	0	250	250	100%	0	0	-	0	1,750	1,750	100%	1,968	1,968	100%	1,250	3,000	58%	
6025 Travel - lodging & transportation	(85)	1,333	1,418	106%	0	85	-	683	3,333	2,650	79%	1,782	1,099	62%	2,350	5,000	53%	
6030 Travel - Per Diem & mileage reimbursement	0	333	333	100%	25	25	100%	675	2,333	1,659	71%	2,155	1,480	69%	2,341	4,000	41%	
6035 Meals & Entertainment	152	1,300	1,149	88%	219	68	31%	3,418	6,400	2,982	47%	4,581	1,163	25%	4,518	7,500	40%	
Total Travel & Entertainment	66	3,217	3,150	98%	244	178	73%	4,776	13,817	9,040	65%	10,486	5,710	54%	10,460	19,500	46%	

Financial Report - Actual vs. Budget
For Period Ending Jan 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					
	Jan 2019		\$ Diff	% Diff	Jan 2018		% Diff	Jul 2018 - Jan 2019		% Diff	Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019				
	Actual	Budget			Actual	\$ Diff		Actual	Budget		\$ Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6050 Office supplies	4,083	1,000	(3,083)	-308%	166	(3,917)	-2366%	10,025	7,000	(3,025)	-43%	2,613	(7,412)	-284%	15,025	12,000	-25%
6055 Kitchen supplies	268	417	148	36%	296	28	9%	2,126	2,917	790	27%	2,028	(98)	-5%	4,210	5,000	16%
6060 IT supplies	463	625	162	26%	0	(463)	-	694	4,375	3,681	84%	908	214	24%	3,819	7,500	49%
6070 Postage & courier services	807	500	(307)	-61%	830	23	3%	2,290	3,500	1,210	35%	3,217	927	29%	4,790	6,000	20%
6075 Memberships & dues	0	0	0	-	0	0	-	1,518	0	(1,518)	-	150	(1,368)	-912%	1,518	0	-
6077 Subscriptions	0	0	0	-	0	0	-	0	0	0	-	331	331	100%	0	0	-
6080 Office lease	9,631	6,000	(3,631)	-61%	5,860	(3,771)	-64%	45,215	42,000	(3,215)	-8%	41,018	(4,197)	-10%	45,215	42,000	-8%
6085 Office equipment lease	0	500	500	100%	0	0	-	1,511	1,500	(11)	-1%	1,007	(504)	-50%	2,011	2,000	-1%
6090 IT SW subscriptions & licenses	9,184	8,850	(334)	-4%	9,059	(125)	-1%	56,026	62,950	6,924	11%	46,396	(9,630)	-21%	104,076	111,000	6%
6095 Commission expenses	0	125	125	100%	0	0	-	0	875	875	100%	265	265	100%	4,125	5,000	18%
Total Office Expense	24,596	18,017	(6,580)	-37%	16,211	(8,386)	-52%	121,176	125,117	3,941	3%	97,934	(23,242)	-24%	186,559	190,500	2%
6100 Telephone - landline	509	583	74	13%	414	(96)	-23%	3,197	4,083	887	22%	2,711	(486)	-18%	6,113	7,000	13%
6105 Telephone - mobile	555	750	195	26%	696	141	20%	4,221	5,250	1,029	20%	4,338	117	3%	7,971	9,000	11%
6110 Internet services	604	850	246	29%	604	0	0%	5,207	4,750	(457)	-10%	5,066	(140)	-3%	8,457	8,000	-6%
6115 Cable TV	43	57	14	24%	0	(43)	-	302	400	98	24%	0	(302)	-	302	400	24%
6130 Electricity	531	500	(31)	-6%	376	(155)	-41%	3,580	3,500	(80)	-2%	2,195	(1,385)	-63%	15,080	15,000	-1%
6135 Water/Sewer	0	0	0	-	0	0	-	0	0	0	-	0	0	-	6,000	6,000	0%
6140 Garbage/Sanitation Collection	0	0	0	-	0	0	-	0	0	0	-	0	0	-	3,000	3,000	0%
Total Utilities	2,242	2,740	498	18%	2,089	(153)	-7%	16,507	17,983	1,476	8%	14,311	(2,197)	-15%	46,924	48,400	3%
6200 Temporary/Contract help	0	0	0	-	311	311	100%	0	0	0	-	9,168	9,168	100%	0	0	-
6205 Janitorial services	424	373	(51)	-14%	0	(424)	-	2,662	2,611	(51)	-2%	2,238	(424)	-19%	6,551	6,500	-1%
6215 Payroll services	1,077	538	(539)	-100%	771	(306)	-40%	4,269	4,038	(231)	-6%	3,811	(458)	-12%	7,231	7,000	-3%
6245 Legal advertising	0	100	100	100%	0	0	-	315	1,500	1,185	79%	655	340	52%	1,815	3,000	40%
6250 Legal services	(154,298)	12,500	166,798	1334%	11,172	165,470	1481%	29,752	87,500	57,748	66%	55,324	25,572	46%	92,252	150,000	38%
6255 Auditing	10,750	4,625	(6,125)	-132%	11,150	400	4%	45,950	32,375	(13,575)	-42%	40,438	(5,513)	-14%	69,075	55,500	-24%
6260 Consulting services	0	2,500	2,500	100%	0	0	-	0	17,500	17,500	100%	9,142	9,142	100%	12,500	30,000	58%
6265 Recruiting services	1,146	833	(313)	-38%	10	(1,136)	-11375%	2,540	5,833	3,293	56%	1,176	(1,364)	-116%	6,707	10,000	33%
6270 Contracted Services	0	0	0	-	0	0	-	29	0	(29)	-	2,317	2,288	99%	29	0	-
6290 Commercial insurance	1,481	1,785	305	17%	393	(1,087)	-277%	9,681	12,498	2,817	23%	2,743	(6,938)	-253%	18,608	21,425	13%
Total Professional Services	(139,420)	23,255	162,675	700%	23,807	163,227	686%	95,198	163,855	68,657	42%	127,011	31,813	25%	214,768	283,425	24%
6310 Marketing supplies	0	0	0	-	0	0	-	0	0	0	-	135	135	100%	0	0	-
6315 Advertising	0	0	0	-	0	0	-	0	0	0	-	665	665	100%	0	0	-
6340 Legislative support	0	0	0	-	5,500	5,500	100%	0	0	0	-	5,500	5,500	100%	0	0	-
6351 Awards & Recognitions	0	0	0	-	0	0	-	2,160	0	(2,160)	-	2,074	(86)	-4%	2,160	0	-
Total Marketing Expense	0	0	0	-	5,500	5,500	100%	2,160	0	(2,160)	-	8,374	6,214	74%	2,160	0	-

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

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Administration	Current Period				Same Month Last Year			Year to Date				Year End						
	Jan 2019				Jan 2018			Jul 2018 - Jan 2019				Prior FYTD vs Current FYTD						
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff	
6420	Janitorial supplies	0	0	0	-	373	373	100%	0	0	0	-	373	373	100%	0	0	-
	Total Operational Expense	0	0	0	-	373	373	100%	0	0	0	-	373	373	100%	0	0	-
6500	Repairs & maintenance equipment	196	417	221	53%	662	466	70%	672	2,917	2,245	77%	3,111	2,439	78%	2,755	5,000	45%
6510	Repairs & maintenance buildings	410	0	(410)	-	0	(410)	-	1,366	0	(1,366)	-	59	(1,307)	-2224%	6,366	5,000	-27%
	Total Repair and Maintenance	606	417	(189)	-45%	662	56	8%	2,038	2,917	878	30%	3,170	1,131	36%	9,122	10,000	9%
6599	Budget Contingency	0	4,167	4,167	100%	0	0	-	0	29,167	29,167	100%	0	0	-	20,833	50,000	58%
	Total Goods & Services	(110,950)	53,745	164,695	306%	54,223	165,173	305%	246,617	366,357	119,740	33%	286,373	39,757	14%	504,585	624,325	19%
	Total Expenses	(45,601)	121,969	167,570	137%	122,621	168,222	137%	669,746	874,725	204,979	23%	737,374	67,628	9%	1,299,793	1,504,772	14%
	Operating Results	46,965	(104,990)	151,956	-145%	(121,586)	168,551	-139%	(660,271)	(849,646)	189,375	-22%	(730,225)	69,954	-10%	(1,251,984)	(1,441,359)	-13%
Other Income & Expenses																		
Other Income																		
4405	Property Taxes - Current Year	19,533	20,167	(634)	-3%	20,357	(824)	-4%	1,593,059	1,608,501	(15,442)	-1%	1,537,546	55,512	4%	1,684,558	1,700,000	-1%
4410	Property Taxes - Prior Years	7,479	3,536	3,942	111%	3,453	4,026	117%	55,471	36,174	19,297	53%	45,113	10,358	23%	69,297	50,000	39%
4505	Interest - Bank	10,584	3,123	7,461	239%	5,963	4,621	77%	56,940	15,405	41,535	270%	29,014	27,925	96%	71,048	29,513	141%
4506	Interest - Southport Note	2,291	2,291	0	0%	2,441	(150)	-6%	16,301	16,301	0	0%	17,344	(1,042)	-6%	27,564	27,564	0%
4515	Principal Repayment - Southport Note	5,083	5,083	0	0%	4,933	150	3%	35,316	35,316	0	0%	34,274	1,042	3%	60,923	60,923	0%
4905	Other	0	0	0	-	0	0	-	3,779	0	3,779	-	4	3,775	99600%	3,779	0	-
	Total Other Income	44,969	34,200	10,769	31%	37,146	7,823	21%	1,760,866	1,711,698	49,168	3%	1,663,295	97,571	6%	1,917,168	1,868,000	3%
Other Expenses																		
Taxes & Misc Expenses																		
6720	Property Tax - Sublet Facilities	0	0	0	-	0	0	-	173	0	(173)	-	0	(173)	-	173	0	-
6740	Merchant fees	1,288	1,667	379	23%	1,377	90	6%	16,454	11,667	(4,787)	-41%	15,710	(743)	-5%	24,787	20,000	-24%
6745	Banking fees	(10,000)	83	10,083	12100%	16	10,015	63269%	104	583	479	82%	245	141	57%	521	1,000	48%
	Total Taxes & Misc Expenses	(8,712)	1,750	10,462	598%	1,393	10,105	725%	16,731	12,250	(4,481)	-37%	15,955	(776)	-5%	25,481	21,000	-21%
Debt Services																		
7005	Principal repayment	0	2,500	2,500	100%	0	0	-	0	17,500	17,500	100%	0	0	-	12,500	30,000	58%
7010	Interest payment	0	5,000	5,000	100%	0	0	-	0	35,000	35,000	100%	0	0	-	25,000	60,000	58%
	Total Debt Services	0	7,500	7,500	100%	0	0	-	0	52,500	52,500	100%	0	0	-	37,500	90,000	58%
	Total Other Expenses	(8,712)	9,250	17,962	194%	1,393	10,105	725%	16,731	64,750	48,019	74%	15,955	(776)	-5%	62,981	111,000	43%
	Net Other Income	53,681	24,950	28,731	115%	35,753	17,928	50%	1,744,134	1,646,948	97,187	6%	1,647,340	96,795	6%	1,854,187	1,757,000	6%
	Net Result	100,647	(80,040)	180,686	-226%	(85,833)	186,479	-217%	1,083,864	797,302	286,562	36%	917,115	166,749	18%	602,203	315,641	91%

Financial Report - Actual vs. Budget
For Period Ending Jan 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			
	Jan 2019				Jan 2018			Jul 2018 - Jan 2019				Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4180 Merchandise	20	0	20	-	0	20	-	428	0	428	-	0	428	-	428	0	-
Total Operating Income	20	0	20	-	0	20	-	428	0	428	-	0	428	-	428	0	-
Expenses																	
Personnel Services																	
5005 Salaries	18,205	18,200	(5)	0%	17,675	(530)	-3%	135,658	136,510	853	1%	128,841	(6,816)	-5%	235,815	236,668	0%
5010 Other compensation	0	0	0	-	0	0	-	26	0	(26)	-	0	(26)	-	26	0	-
5015 Overtime	0	138	138	100%	0	0	-	0	1,038	1,038	100%	139	139	100%	762	1,800	58%
5020 Car Allowance	692	692	(0)	0%	692	0	0%	5,019	5,191	172	3%	5,044	25	0%	8,828	9,000	2%
Total Compensation	18,898	19,030	133	1%	18,367	(530)	-3%	140,703	142,740	2,037	1%	134,024	(6,678)	-5%	245,431	247,468	1%
5100 Federal Payroll taxes	1,423	1,448	25	2%	1,386	(37)	-3%	10,627	10,862	235	2%	9,368	(1,259)	-13%	18,597	18,832	1%
5105 State Payroll taxes	4	0	(4)	-	5	1	21%	40	0	(40)	-	40	(0)	-1%	40	0	-
5110 Unemployment Insurance	521	227	(294)	-130%	453	(68)	-15%	1,035	1,700	665	39%	1,173	138	12%	2,283	2,948	23%
5115 Workers compensation	44	42	(2)	-4%	396	352	89%	53	318	265	83%	2,770	2,717	98%	286	551	48%
Total Payroll Taxes	1,993	1,717	(275)	-16%	2,240	247	11%	11,755	12,881	1,126	9%	13,350	1,595	12%	21,205	22,331	5%
5200 Medical insurance	2,220	2,220	(0)	0%	2,115	(106)	-5%	15,543	15,542	(0)	0%	14,802	(740)	-5%	26,644	26,644	0%
5205 Dental insurance	262	219	(43)	-20%	219	(43)	-20%	1,832	1,530	(302)	-20%	1,530	(302)	-20%	2,924	2,622	-12%
5215 Term life insurance	149	30	(119)	-396%	120	(28)	-23%	1,041	210	(831)	-396%	901	(140)	-15%	1,191	360	-231%
5220 Long Term Disability insurance	0	106	106	100%	0	0	-	0	793	793	100%	0	0	-	581	1,374	58%
5225 PERS Employee Contributions	2,646	2,664	19	1%	2,571	(74)	-3%	20,351	19,984	(367)	-2%	14,920	(5,431)	-36%	35,013	34,646	-1%
5230 PERS Employer Contributions	1,134	1,142	8	1%	1,102	(32)	-3%	8,722	8,564	(157)	-2%	6,394	(2,327)	-36%	15,005	14,848	-1%
Total Insured Benefits	6,410	6,381	(30)	0%	6,127	(283)	-5%	47,488	46,622	(865)	-2%	38,547	(8,940)	-23%	81,359	80,494	-1%
Total Personnel Services	27,301	27,128	(172)	-1%	26,734	(566)	-2%	199,945	202,243	2,297	1%	185,922	(14,024)	-8%	347,996	350,293	1%
Goods & Services																	
6005 Seminars & training	1,200	375	(825)	-220%	150	(1,050)	-700%	1,400	2,625	1,225	47%	2,960	1,560	53%	3,275	4,500	27%
6010 Educational reimbursement	0	3,000	3,000	100%	0	0	-	3,000	6,000	3,000	50%	0	(3,000)	-	3,000	6,000	50%
Total Staff Training	1,200	3,375	2,175	64%	150	(1,050)	-700%	4,400	8,625	4,225	49%	2,960	(1,440)	-49%	6,275	10,500	40%
6020 Travel - airfare	0	0	0	-	0	0	-	135	3,000	2,865	96%	809	674	83%	3,135	6,000	48%
6025 Travel - lodging & transportation	126	400	274	68%	29	(97)	-332%	3,825	4,880	1,055	22%	3,250	(575)	-18%	6,945	8,000	13%
6030 Travel - Per Diem & mileage reimbursement	290	600	310	52%	281	(9)	-3%	3,039	6,100	3,061	50%	3,987	949	24%	6,939	10,000	31%
6035 Meals & Entertainment	38	800	762	95%	609	571	94%	804	6,100	5,296	87%	1,115	311	28%	4,704	10,000	53%
Total Travel & Entertainment	454	1,800	1,346	75%	919	465	51%	7,803	20,080	12,277	61%	9,161	1,358	15%	21,723	34,000	36%
6050 Office supplies	(269)	42	311	747%	22	291	1337%	201	292	90	31%	279	78	28%	410	500	18%
6060 IT supplies	0	0	0	-	13	13	100%	0	0	0	-	3,006	3,006	100%	0	0	-
6070 Postage & courier services	0	0	0	-	87	87	100%	0	0	0	-	87	87	100%	0	0	-

Financial Report - Actual vs. Budget
For Period Ending Jan 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			
	Jan 2019				Jan 2018			Jul 2018 - Jan 2019				Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6075 Memberships & dues	2,727	3,333	606	18%	3,036	309	10%	19,203	23,333	4,130	18%	18,462	(741)	-4%	35,870	40,000	10%
6077 Subscriptions	0	0	0	-	0	0	-	0	0	0	-	1,046	1,046	100%	0	0	-
6090 IT SW subscriptions & licenses	0	0	0	-	5,029	5,029	100%	0	0	0	-	5,072	5,072	100%	0	0	-
Total Office Expense	2,458	3,375	917	27%	8,187	5,730	70%	19,405	23,625	4,220	18%	27,953	8,548	31%	36,280	40,500	10%
6250 Legal services	0	0	0	-	0	0	-	0	0	0	-	1,480	1,480	100%	0	0	-
6260 Consulting services	0	0	0	-	0	0	-	0	65,000	65,000	100%	7,950	7,950	100%	0	65,000	100%
6270 Contracted Services	16	0	(16)	-	0	(16)	-	16	0	(16)	-	186	170	91%	16	0	-
6290 Commercial insurance	0	0	0	-	388	388	100%	0	0	0	-	2,706	2,706	100%	0	0	-
Total Professional Services	16	0	(16)	-	388	372	96%	16	65,000	64,984	100%	12,322	12,306	100%	16	65,000	100%
6300 Promotional & marketing services	0	0	0	-	0	0	-	0	0	0	-	245	245	100%	0	0	-
6305 Promotional items	0	0	0	-	0	0	-	0	0	0	-	1,046	1,046	100%	0	0	-
6310 Marketing supplies	310	0	(310)	-	527	217	41%	3,606	5,200	1,594	31%	11,395	7,789	68%	6,406	8,000	20%
6315 Advertising	153	1,200	1,048	87%	551	398	72%	10,476	23,200	12,724	55%	12,938	2,461	19%	27,276	40,000	32%
6320 Cargo recruitment & development	0	2,175	2,175	100%	0	0	-	3,024	12,325	9,301	75%	9,486	6,462	68%	5,199	14,500	64%
6325 Commercial Marketing	0	0	0	-	0	0	-	0	0	0	-	55	55	100%	0	0	-
6340 Legislative support	6,573	6,667	94	1%	626	(5,947)	-950%	42,382	46,667	4,285	9%	36,830	(5,552)	-15%	75,715	80,000	5%
6345 Community affairs	0	0	0	-	225	225	100%	1,000	14,850	13,850	93%	2,242	1,242	55%	2,650	16,500	84%
Total Marketing Expense	7,035	10,042	3,007	30%	1,928	(5,107)	-265%	60,489	102,242	41,753	41%	74,237	13,749	19%	117,247	159,000	26%
Total Goods & Services	11,163	18,592	7,429	40%	11,572	409	4%	92,112	219,572	127,459	58%	126,633	34,521	27%	181,541	309,000	41%
Total Expenses	38,464	45,720	7,256	16%	38,307	(157)	0%	292,057	421,814	129,757	31%	312,555	20,497	7%	529,536	659,293	20%
Operating Results	(38,444)	(45,720)	7,276	-16%	(38,307)	(137)	0%	(291,629)	(421,814)	130,185	-31%	(312,555)	20,925	-7%	(529,108)	(659,293)	-20%
Other Income & Expenses																	
Other Income																	
4695 Grants Received - Other	0	0	0	-	0	0	-	0	50,000	(50,000)	-100%	0	0	-	0	50,000	-100%
Total Other Income	0	0	0	-	0	0	-	0	50,000	(50,000)	-100%	0	0	-	0	50,000	-100%
Net Other Income	0	0	0	-	0	0	-	0	50,000	(50,000)	-100%	0	0	-	0	50,000	-100%
Net Result	(38,444)	(45,720)	7,276	-16%	(38,307)	(137)	0%	(291,629)	(371,814)	80,185	-22%	(312,555)	20,925	-7%	(529,108)	(609,293)	-13%

Financial Report - Actual vs. Budget
For Period Ending Jan 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					
	Jan 2019		\$ Diff	% Diff	Jan 2018		Jul 2018 - Jan 2019		Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019						
	Actual	Budget			Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	9,108	8,757	351	4%	9,294	(185)	-2%	63,264	62,014	1,251	2%	65,812	(2,548)	-4%	107,051	105,800	1%
4010 Property Agreements	5,574	4,150	1,424	34%	5,448	127	2%	47,983	53,363	(5,379)	-10%	70,041	(22,057)	-31%	71,621	77,000	-7%
4240 Project Management Fees	46,305	46,314	(9)	0%	44,100	2,205	5%	310,905	310,962	(57)	0%	296,100	14,805	5%	542,473	542,530	0%
4290 Other	0	1,250	(1,250)	-100%	0	0	-	0	8,750	(8,750)	-100%	0	0	-	6,250	15,000	-58%
Total Operating Income	60,987	60,471	516	1%	58,841	2,146	4%	422,152	435,088	(12,936)	-3%	431,952	(9,800)	-2%	727,394	740,330	-2%
Expenses																	
Personnel Services																	
5005 Salaries	12,729	12,725	(4)	0%	12,515	(214)	-2%	92,858	95,449	2,591	3%	91,183	(1,675)	-2%	162,890	165,481	2%
5020 Car Allowance	462	461	(0)	0%	462	0	0%	3,346	3,461	115	3%	3,363	16	0%	5,885	6,000	2%
Total Compensation	13,191	13,187	(4)	0%	12,977	(214)	-2%	96,204	98,910	2,706	3%	94,546	(1,658)	-2%	168,775	171,481	2%
5100 Federal Payroll taxes	1,009	1,009	(0)	0%	993	(16)	-2%	7,360	7,566	207	3%	7,233	(127)	-2%	12,911	13,118	2%
5105 State Payroll taxes	2	0	(2)	-	3	1	18%	27	0	(27)	-	29	2	7%	27	0	-
5110 Unemployment Insurance	369	151	(218)	-144%	324	(45)	-14%	927	1,133	207	18%	1,246	320	26%	1,758	1,965	11%
5115 Workers compensation	39	32	(8)	-24%	278	239	86%	95	238	143	60%	1,949	1,854	95%	269	412	35%
Total Payroll Taxes	1,420	1,192	(229)	-19%	1,599	178	11%	8,408	8,937	530	6%	10,457	2,049	20%	14,965	15,495	3%
5200 Medical insurance	0	1,346	1,346	100%	450	450	100%	(945)	9,424	10,369	110%	2,700	3,644	135%	5,787	16,156	64%
5205 Dental insurance	206	219	12	6%	130	(76)	-58%	1,444	1,530	85	6%	912	(533)	-58%	2,537	2,622	3%
5215 Term life insurance	101	18	(83)	-449%	85	(16)	-19%	710	138	(571)	-412%	482	(228)	-47%	811	240	-238%
5220 Long Term Disability insurance	0	73	73	100%	0	0	-	0	550	550	100%	0	0	-	403	953	58%
5225 PERS Employee Contributions	1,847	1,846	(1)	0%	1,628	(218)	-13%	11,312	13,847	2,535	18%	8,327	(2,985)	-36%	21,472	24,007	11%
5230 PERS Employer Contributions	791	791	(0)	0%	698	(94)	-13%	4,848	5,935	1,087	18%	3,569	(1,279)	-36%	9,202	10,289	11%
5295 Allocations	0	0	0	-	0	0	-	0	0	0	-	(1,085)	(1,085)	100%	0	0	-
Total Insured Benefits	2,946	4,294	1,348	31%	2,991	46	2%	17,370	31,424	14,054	45%	14,904	(2,466)	-17%	40,213	54,267	26%
Total Personnel Services	17,557	18,672	1,115	6%	17,567	10	0%	121,982	139,272	17,290	12%	119,907	(2,075)	-2%	223,953	241,243	7%
Goods & Services																	
6005 Seminars & training	0	417	417	100%	0	0	-	325	2,917	2,592	89%	295	(30)	-10%	2,408	5,000	52%
6010 Educational reimbursement	0	125	125	100%	0	0	-	0	875	875	100%	0	0	-	625	1,500	58%
Total Staff Training	0	542	542	100%	0	0	-	325	3,792	3,467	91%	295	(30)	-10%	3,033	6,500	53%
6020 Travel - airfare	0	667	667	100%	50	50	100%	25	4,667	4,642	99%	1,912	1,887	99%	3,358	8,000	58%
6025 Travel - lodging & transportation	1,158	1,375	217	16%	1,948	790	41%	9,597	9,625	28	0%	9,344	(253)	-3%	16,472	16,500	0%
6030 Travel - Per Diem & mileage reimbursement	297	833	536	64%	775	478	62%	5,353	5,833	480	8%	5,519	166	3%	9,520	10,000	5%
6035 Meals & Entertainment	0	42	42	100%	24	24	100%	32	292	260	89%	47	15	32%	240	500	52%
Total Travel & Entertainment	1,455	2,917	1,461	50%	2,797	1,342	48%	15,007	20,417	5,409	26%	16,822	1,815	11%	29,591	35,000	15%

Financial Report - Actual vs. Budget
For Period Ending Jan 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					
	Jan 2019				Jan 2018			Jul 2018 - Jan 2019				Prior FYTD vs Current FYTD			Jul 2018 - Jun 2019		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6075 Memberships & dues	0	0	0	-	0	0	-	1,885	0	(1,885)	-	1,557	(328)	-21%	1,885	0	-
Total Office Expense	0	0	0	-	0	0	-	1,885	0	(1,885)	-	1,557	(328)	-21%	1,885	0	-
6115 Cable TV	0	0	0	-	38	38	100%	0	0	0	-	188	188	100%	0	0	-
6130 Electricity	215	317	102	32%	501	286	57%	1,416	2,217	801	36%	2,392	976	41%	3,000	3,800	21%
6135 Water/Sewer	0	25	25	100%	0	0	-	0	175	175	100%	327	327	100%	125	300	58%
6140 Garbage/Sanitation Collection	0	0	0	-	0	0	-	63	0	(63)	-	0	(63)	-	63	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	208	208	100%	0	0	-	0	1,458	1,458	100%	3,542	3,542	100%	1,042	2,500	58%
Total Utilities	215	550	335	61%	539	324	60%	1,479	3,850	2,371	62%	6,449	4,970	77%	4,229	6,600	36%
6200 Temporary/Contract help	0	417	417	100%	786	786	100%	0	2,917	2,917	100%	5,502	5,502	100%	2,083	5,000	58%
6250 Legal services	0	0	0	-	0	0	-	0	0	0	-	8,877	8,877	100%	0	0	-
6260 Consulting services	0	833	833	100%	533	533	100%	0	5,833	5,833	100%	3,765	3,765	100%	4,167	10,000	58%
6270 Contracted Services	0	0	0	-	0	0	-	1,770	0	(1,770)	-	0	(1,770)	-	1,770	0	-
6290 Commercial insurance	723	677	(46)	-7%	564	(160)	-28%	4,771	4,740	(31)	-1%	3,934	(837)	-21%	8,156	8,125	0%
Total Professional Services	723	1,927	1,204	62%	1,883	1,159	62%	6,541	13,490	6,949	52%	22,078	15,537	70%	16,176	23,125	30%
6345 Community affairs	0	0	0	-	0	0	-	90	0	(90)	-	175	85	49%	90	0	-
Total Marketing Expense	0	0	0	-	0	0	-	90	0	(90)	-	175	85	49%	90	0	-
6400 Small equipment & tools	0	42	42	100%	0	0	-	0	292	292	100%	225	225	100%	208	500	58%
6405 Safety/hazardous materials	0	42	42	100%	0	0	-	0	292	292	100%	0	0	-	208	500	58%
6410 Signage	0	167	167	100%	0	0	-	10	1,167	1,156	99%	681	671	98%	844	2,000	58%
6415 Clothing	0	42	42	100%	0	0	-	0	292	292	100%	367	367	100%	208	500	58%
6425 Operational supplies	0	0	0	-	5	5	100%	0	0	0	-	5	5	100%	0	0	-
6430 Equipment Rental	0	167	167	100%	0	0	-	0	1,167	1,167	100%	0	0	-	833	2,000	58%
6450 Fuel - Gas	0	0	0	-	0	0	-	100	0	(100)	-	60	(40)	-67%	100	0	-
Total Operational Expense	0	458	458	100%	5	5	100%	110	3,208	3,098	97%	1,338	1,227	92%	2,402	5,500	56%
6510 Repairs & maintenance buildings	0	417	417	100%	0	0	-	160	2,917	2,757	95%	408	248	61%	2,243	5,000	55%
6515 Repairs & maintenance land improvements	0	1,667	1,667	100%	212	212	100%	9,111	11,667	2,556	22%	346	(8,764)	-2531%	17,444	20,000	13%
6520 Repairs & maintenance docks	0	833	833	100%	0	0	-	0	5,833	5,833	100%	552	552	100%	4,167	10,000	58%
6575 Waterway Leases	0	208	208	100%	0	0	-	1,102	1,458	357	24%	0	(1,102)	-	2,143	2,500	14%
6580 Permits	0	208	208	100%	0	0	-	1,086	1,458	372	26%	1,494	408	27%	2,128	2,500	15%
Total Repair and Maintenance	0	3,333	3,333	100%	212	212	100%	11,458	23,333	11,875	51%	2,800	(8,658)	-309%	28,125	40,000	30%
Total Goods & Services	2,393	9,727	7,334	75%	5,435	3,042	56%	36,896	68,090	31,193	46%	51,514	14,618	28%	85,532	116,725	27%
Total Expenses	19,950	28,399	8,449	30%	23,002	3,052	13%	158,878	207,361	48,483	23%	171,421	12,543	7%	309,485	357,968	14%
Operating Results	41,037	32,072	8,965	28%	35,839	5,198	15%	263,274	227,727	35,547	16%	260,531	2,743	1%	417,909	382,362	9%

**Financial Report - Actual vs. Budget
For Period Ending Jan 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					
	Jan 2019				Jan 2018				Jul 2018 - Jan 2019		Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019				
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Taxes & Misc Expenses																	
6755 Insurance Claims	0	0	0	-	0	0	-	0	0	0	-	12,993	12,993	100%	0	0	-
Total Taxes & Misc Expenses	0	0	0	-	0	0	-	0	0	0	-	12,993	12,993	100%	0	0	-
Total Other Expenses	0	0	0	-	0	0	-	0	0	0	-	12,993	12,993	100%	0	0	-
Net Other Income	0	0	0	-	0	0	-	0	0	0	-	(12,993)	12,993	-100%	0	0	-
Net Result	41,037	32,072	8,965	28%	35,839	5,198	15%	263,274	227,727	35,547	16%	247,538	15,736	6%	417,909	382,362	9%

Financial Report - Actual vs. Budget
For Period Ending Jan 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					
	Jan 2019				Jan 2018			Jul 2018 - Jan 2019				Prior FYTD vs Current FYTD			Jul 2018 - Jun 2019		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	15,934	17,834	(1,900)	-11%	20,339	(4,405)	-22%	125,398	122,098	3,300	3%	128,409	(3,012)	-2%	208,300	205,000	2%
4010 Property Agreements	0	755	(755)	-100%	704	(704)	-100%	960	4,223	(3,263)	-77%	4,931	(3,971)	-81%	4,737	8,000	-41%
4100 Annual Moorage	13,662	40,519	(26,857)	-66%	39,974	(26,312)	-66%	225,067	266,115	(41,049)	-15%	262,684	(37,618)	-14%	438,951	480,000	-9%
4105 Semi-Annual Moorage	1,265	187	1,078	576%	616	649	105%	20,675	3,376	17,299	512%	11,116	9,559	86%	36,299	19,000	91%
4110 Monthly Moorage	16,662	15,594	1,068	7%	16,662	0	0%	114,348	127,295	(12,948)	-10%	118,411	(4,064)	-3%	187,052	200,000	-6%
4115 Transient Moorage	4,742	5,727	(985)	-17%	8,241	(3,499)	-42%	47,681	57,483	(9,803)	-17%	54,823	(7,143)	-13%	70,197	80,000	-12%
4118 Work Dock	7,583	1,640	5,943	362%	2,197	5,386	245%	41,045	37,001	4,044	11%	35,164	5,881	17%	69,044	65,000	6%
4120 Metered Utilities	34	639	(605)	-95%	3,018	(2,984)	-99%	988	4,016	(3,028)	-75%	30,150	(29,162)	-97%	2,972	6,000	-50%
4125 Launch Ramp	4,716	5,047	(331)	-7%	4,830	(114)	-2%	23,384	27,565	(4,181)	-15%	24,956	(1,572)	-6%	38,819	43,000	-10%
4135 Storage Yard	3,285	2,828	456	16%	2,537	748	29%	22,763	21,287	1,476	7%	20,427	2,336	11%	36,476	35,000	4%
4140 Storage Unit	14,544	14,481	63	0%	13,348	1,196	9%	100,748	104,041	(3,294)	-3%	95,960	4,787	5%	173,706	177,000	-2%
4145 Long Term Boat Storage	6,880	7,534	(654)	-9%	6,943	(63)	-1%	48,499	53,358	(4,859)	-9%	49,890	(1,391)	-3%	85,141	90,000	-5%
4150 Short Term Boat Storage	2,884	2,831	53	2%	2,178	706	32%	27,580	31,079	(3,500)	-11%	22,629	4,950	22%	46,500	50,000	-7%
4155 Boat Wash	0	0	0	-	0	0	-	228	0	228	-	31	196	625%	228	0	-
4165 Space Rents	5,206	7,265	(2,059)	-28%	5,848	(642)	-11%	203,488	186,589	16,900	9%	188,897	14,591	8%	291,900	275,000	6%
4173 Laundry	107	300	(193)	-64%	275	(168)	-61%	2,626	2,983	(357)	-12%	2,588	38	1%	3,643	4,000	-9%
4175 Propane	1,075	1,117	(43)	-4%	870	204	23%	5,859	5,805	54	1%	5,590	268	5%	10,054	10,000	1%
4180 Merchandise	11	43	(32)	-75%	35	(24)	-68%	1,727	1,496	230	15%	1,687	40	2%	2,230	2,000	12%
4190 Ice	9,488	3,793	5,695	150%	4,151	5,337	129%	224,050	181,611	42,438	23%	170,267	53,782	32%	332,438	290,000	15%
4200 Boat Lifts	4,320	816	3,504	430%	1,100	3,220	293%	27,510	20,508	7,002	34%	27,650	(140)	-1%	82,002	75,000	9%
4230 Environmental Fee	2,148	1,339	809	60%	1,287	861	67%	14,214	13,887	327	2%	12,941	1,273	10%	25,327	25,000	1%
4235 Customer Discounts	(12)	0	(12)	-	(47)	34	-74%	(5,760)	0	(5,760)	-	(2,421)	(3,339)	138%	(5,760)	0	-
4290 Other	2,749	625	2,124	340%	4,080	(1,330)	-33%	23,711	4,375	19,336	442%	20,963	2,749	13%	26,836	7,500	258%
4295 Bad Debt Expense	0	(417)	417	-100%	147	(147)	-100%	871	(2,917)	3,788	-130%	(4,700)	5,571	-119%	(1,212)	(5,000)	-76%
Total Operating Income	117,282	130,497	(13,216)	-10%	139,332	(22,050)	-16%	1,297,656	1,273,275	24,381	2%	1,283,044	14,612	1%	2,165,881	2,141,500	1%
Expenses																	
Personnel Services																	
5005 Salaries	47,188	68,096	20,908	31%	54,843	7,655	14%	404,408	510,766	106,358	21%	459,786	55,378	12%	779,158	885,516	12%
5010 Other compensation	69	769	700	91%	0	(69)	-	2,813	5,768	2,956	51%	3,481	668	19%	7,045	10,000	30%
5015 Overtime	1,896	1,130	(765)	-68%	1,653	(243)	-15%	15,466	8,477	(6,989)	-82%	21,391	5,925	28%	21,686	14,697	-48%
5020 Car Allowance	0	461	461	100%	462	462	100%	808	3,461	2,653	77%	3,363	2,555	76%	3,347	6,000	44%
Total Compensation	49,153	70,457	21,304	30%	56,957	7,804	14%	423,494	528,472	104,978	20%	488,020	64,526	13%	811,235	916,213	11%
5100 Federal Payroll taxes	3,584	5,390	1,806	34%	4,214	630	15%	31,067	40,428	9,361	23%	36,272	5,205	14%	60,729	70,090	13%
5105 State Payroll taxes	23	0	(23)	-	25	2	8%	214	0	(214)	-	249	35	14%	214	0	-
5110 Unemployment Insurance	1,312	1,349	37	3%	1,377	65	5%	6,924	10,116	3,192	32%	8,976	2,052	23%	14,346	17,538	18%
5115 Workers compensation	1,906	2,484	578	23%	1,563	(343)	-22%	12,330	18,632	6,302	34%	10,938	(1,392)	-13%	26,000	32,302	20%
Total Payroll Taxes	6,825	9,223	2,398	26%	7,178	354	5%	50,535	69,176	18,641	27%	56,435	5,900	10%	101,289	119,930	16%
5200 Medical insurance	5,388	15,281	9,893	65%	10,938	5,550	51%	95,060	106,964	11,904	11%	97,194	2,134	2%	171,463	183,367	6%

Financial Report - Actual vs. Budget
For Period Ending Jan 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			
	Jan 2019				Jan 2018			Jul 2018 - Jan 2019				Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
5205 Dental insurance	705	1,583	879	55%	1,204	500	41%	11,556	11,084	(472)	-4%	10,276	(1,279)	-12%	19,473	19,001	-2%
5215 Term life insurance	(66)	171	236	139%	416	482	116%	3,393	1,281	(2,113)	-165%	3,460	66	2%	4,333	2,220	-95%
5220 Long Term Disability insurance	0	414	414	100%	0	0	-	0	3,103	3,103	100%	0	0	-	2,277	5,380	58%
5225 PERS Employee Contributions	8,178	11,020	2,843	26%	9,054	876	10%	68,603	82,658	14,055	17%	78,739	10,136	13%	129,249	143,304	10%
5230 PERS Employer Contributions	3,035	4,227	1,193	28%	3,457	422	12%	25,438	31,708	6,271	20%	30,275	4,837	16%	48,702	54,973	11%
5295 Allocations	0	0	0	-	(6,900)	(6,900)	100%	0	0	0	-	(38,347)	(38,347)	100%	0	0	-
Total Insured Benefits	17,239	32,696	15,457	47%	18,169	930	5%	204,050	236,798	32,748	14%	181,597	(22,453)	-12%	375,497	408,245	8%
Total Personnel Services	73,216	112,375	39,159	35%	82,304	9,088	11%	678,079	834,446	156,367	19%	726,052	47,973	7%	1,288,021	1,444,388	11%
Goods & Services																	
6005 Seminars & training	20	600	580	97%	275	255	93%	2,554	6,600	4,046	61%	1,434	(1,121)	-78%	5,954	10,000	40%
6010 Educational reimbursement	0	208	208	100%	0	0	-	0	1,458	1,458	100%	0	0	-	1,042	2,500	58%
Total Staff Training	20	808	788	98%	275	255	93%	2,554	8,058	5,504	68%	1,434	(1,121)	-78%	6,996	12,500	44%
6020 Travel - airfare	0	83	83	100%	0	0	-	0	583	583	100%	401	401	100%	417	1,000	58%
6025 Travel - lodging & transportation	0	167	167	100%	0	0	-	0	1,167	1,167	100%	673	673	100%	833	2,000	58%
6030 Travel - Per Diem & mileage reimbursement	0	125	125	100%	0	0	-	0	875	875	100%	1,204	1,204	100%	625	1,500	58%
6035 Meals & Entertainment	0	50	50	100%	57	57	100%	0	350	350	100%	303	303	100%	250	600	58%
Total Travel & Entertainment	0	425	425	100%	57	57	100%	0	2,975	2,975	100%	2,581	2,581	100%	2,125	5,100	58%
6050 Office supplies	0	0	0	-	30	30	100%	340	0	(340)	-	1,518	1,178	78%	340	0	-
6055 Kitchen supplies	219	208	(11)	-5%	213	(6)	-3%	1,821	1,458	(363)	-25%	1,793	(28)	-2%	2,863	2,500	-15%
6060 IT supplies	0	0	0	-	0	0	-	0	0	0	-	185	185	100%	0	0	-
6070 Postage & courier services	0	42	42	100%	0	0	-	47	292	244	84%	220	173	78%	256	500	49%
6075 Memberships & dues	0	0	0	-	0	0	-	34	0	(34)	-	589	555	94%	34	0	-
6077 Subscriptions	0	0	0	-	11	11	100%	0	0	0	-	22	22	100%	0	0	-
6085 Office equipment lease	0	0	0	-	0	0	-	0	0	0	-	958	958	100%	0	0	-
Total Office Expense	219	250	31	12%	254	35	14%	2,284	1,750	(534)	-30%	5,285	3,001	57%	3,534	3,000	-18%
6100 Telephone - landline	256	250	(6)	-2%	408	152	37%	1,601	1,750	149	9%	3,671	2,070	56%	2,851	3,000	5%
6105 Telephone - mobile	425	625	200	32%	516	91	18%	3,461	4,375	914	21%	3,607	147	4%	6,586	7,500	12%
6110 Internet services	2,572	1,000	(1,572)	-157%	687	(1,885)	-274%	9,141	7,000	(2,141)	-31%	4,196	(4,945)	-118%	14,141	12,000	-18%
6115 Cable TV	490	458	(31)	-7%	449	(41)	-9%	9,266	3,208	(6,057)	-189%	3,326	(5,939)	-179%	11,557	5,500	-110%
6130 Electricity	22,922	20,000	(2,922)	-15%	23,506	585	2%	151,344	140,000	(11,344)	-8%	130,130	(21,214)	-16%	251,344	240,000	-5%
6131 Propane - Operations	133	73	(60)	-82%	46	(87)	-187%	672	960	288	30%	907	234	26%	1,212	1,500	19%
6135 Water/Sewer	5,219	5,030	(189)	-4%	2,521	(2,698)	-107%	46,283	40,979	(5,304)	-13%	41,292	(4,991)	-12%	80,304	75,000	-7%
6140 Garbage/Sanitation Collection	2,688	2,559	(128)	-5%	4,399	1,711	39%	42,426	50,772	8,346	16%	33,041	(9,385)	-28%	66,654	75,000	11%
6145 Hazardous material disposal	310	333	23	7%	0	(310)	-	1,994	2,333	340	15%	1,185	(809)	-68%	3,660	4,000	8%
6150 Derelict boat disposal	0	0	0	-	15	15	100%	4,907	40,000	35,093	88%	34,188	29,281	86%	4,907	40,000	88%
6155 Environmental Remediation/Mitigation/Monitoring	554	594	39	7%	209	(345)	-165%	1,819	3,239	1,420	44%	5,238	3,420	65%	4,080	5,500	26%

Financial Report - Actual vs. Budget
For Period Ending Jan 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			
	Jan 2019				Jan 2018			Jul 2018 - Jan 2019				Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Utilities	35,569	30,923	(4,646)	-15%	32,757	(2,812)	-9%	272,914	294,617	21,703	7%	260,782	(12,132)	-5%	447,297	469,000	5%
6200 Temporary/Contract help	2,650	3,706	1,056	29%	10,877	8,228	76%	43,805	28,000	(15,805)	-56%	58,537	14,733	25%	50,805	35,000	-45%
6205 Janitorial services	53	33	(20)	-60%	49	(4)	-9%	387	233	(154)	-66%	364	(24)	-7%	554	400	-39%
6210 Vending machine services	0	125	125	100%	0	0	-	280	875	595	68%	1,925	1,645	85%	905	1,500	40%
6245 Legal advertising	0	167	167	100%	(575)	(575)	100%	0	1,167	1,167	100%	(575)	(575)	100%	833	2,000	58%
6250 Legal services	0	0	0	-	48	48	100%	0	0	0	-	1,091	1,091	100%	0	0	-
6260 Consulting services	0	0	0	-	0	0	-	0	0	0	-	(336)	(336)	100%	0	0	-
6270 Contracted Services	0	0	0	-	160	160	100%	1,713	0	(1,713)	-	3,023	1,311	43%	1,713	0	-
6290 Commercial insurance	6,640	6,100	(541)	-9%	5,936	(704)	-12%	43,118	42,697	(421)	-1%	42,641	(477)	-1%	73,616	73,195	-1%
Total Professional Services	9,343	10,131	787	8%	16,495	7,152	43%	89,302	72,972	(16,330)	-22%	106,670	17,368	16%	128,425	112,095	-15%
6300 Promotional & marketing services	0	0	0	-	0	0	-	0	0	0	-	745	745	100%	0	0	-
6315 Advertising	0	0	0	-	614	614	100%	0	0	0	-	614	614	100%	0	0	-
Total Marketing Expense	0	0	0	-	614	614	100%	0	0	0	-	1,359	1,359	100%	0	0	-
6400 Small equipment & tools	2,412	833	(1,579)	-189%	324	(2,088)	-645%	4,445	5,833	1,389	24%	2,974	(1,471)	-49%	8,611	10,000	14%
6405 Safety/hazardous materials	108	458	350	76%	337	228	68%	3,578	3,208	(369)	-12%	3,843	265	7%	5,869	5,500	-7%
6410 Signage	0	83	83	100%	25	25	100%	737	583	(154)	-26%	1,691	954	56%	1,154	1,000	-15%
6415 Clothing	165	417	252	60%	0	(165)	-	1,411	2,917	1,505	52%	1,881	470	25%	3,495	5,000	30%
6420 Janitorial supplies	810	1,000	190	19%	30	(780)	-2634%	6,619	7,000	381	5%	6,710	91	1%	11,619	12,000	3%
6425 Operational supplies	639	917	278	30%	63	(576)	-914%	5,070	6,417	1,347	21%	5,427	357	7%	9,653	11,000	12%
6430 Equipment Rental	0	333	333	100%	59	59	100%	36	2,333	2,298	98%	59	23	40%	1,702	4,000	57%
6450 Fuel - Gas	3,085	833	(2,252)	-270%	(91)	(3,177)	3475%	8,933	5,833	(3,100)	-53%	8,862	(71)	-1%	13,100	10,000	-31%
6455 Fuel - Diesel	79	208	129	62%	0	(79)	-	229	1,458	1,229	84%	343	113	33%	1,271	2,500	49%
6481 Propane - Retail	684	500	(184)	-37%	468	(216)	-46%	3,579	3,500	(79)	-2%	3,467	(112)	-3%	6,079	6,000	-1%
6485 Retail items	0	83	83	100%	0	0	-	0	583	583	100%	416	416	100%	417	1,000	58%
Total Operational Expense	7,983	5,667	(2,317)	-41%	1,214	(6,769)	-558%	34,637	39,667	5,029	13%	35,673	1,036	3%	62,971	68,000	7%
6500 Repairs & maintenance equipment	8,421	2,083	(6,337)	-304%	831	(7,590)	-914%	39,813	14,583	(25,230)	-173%	21,825	(17,988)	-82%	50,230	25,000	-101%
6505 Repairs & maintenance vehicles	658	1,000	342	34%	2,166	1,508	70%	1,353	7,000	5,647	81%	8,534	7,181	84%	6,353	12,000	47%
6510 Repairs & maintenance buildings	327	2,700	2,373	88%	11,444	11,117	97%	19,534	15,900	(3,634)	-23%	33,906	14,372	42%	33,634	30,000	-12%
6515 Repairs & maintenance land improvements	19	583	564	97%	195	176	90%	262	4,083	3,822	94%	9,374	9,112	97%	3,178	7,000	55%
6520 Repairs & maintenance docks	(31,665)	2,400	34,065	1419%	1,359	33,024	2430%	1,702	22,800	21,098	93%	72,801	71,099	98%	18,902	40,000	53%
6540 Marina dredging	0	0	0	-	0	0	-	11,103	124,242	113,140	91%	0	(11,103)	-	11,103	124,242	91%
6550 Channel Modification	0	0	0	-	249	249	100%	0	0	0	-	249	249	100%	0	0	-
6575 Waterway Leases	0	7,601	7,601	100%	0	0	-	2,548	27,188	24,640	91%	1,069	(1,479)	-138%	5,360	30,000	82%
6580 Permits	1,068	170	(898)	-528%	1,129	61	5%	4,922	2,500	(2,422)	-97%	5,415	493	9%	4,922	2,500	-97%
Total Repair and Maintenance	(21,172)	16,537	37,709	228%	17,372	38,544	222%	81,236	218,297	137,060	63%	153,173	71,937	47%	133,682	270,742	51%
Total Goods & Services	31,963	64,741	32,779	51%	69,038	37,076	54%	482,928	638,336	155,408	24%	566,956	84,029	15%	785,029	940,437	17%

Financial Report - Actual vs. Budget
For Period Ending Jan 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					
	Jan 2019				Jan 2018			Jul 2018 - Jan 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Expenses	105,179	177,116	71,938	41%	151,342	46,163	31%	1,161,007	1,472,781	311,775	21%	1,293,008	132,001	10%	2,073,050	2,384,825	13%
Operating Results	12,103	(46,619)	58,722	-126%	(12,010)	24,113	-201%	136,649	(199,506)	336,156	-168%	(9,964)	146,613	-1471%	92,831	(243,325)	-138%
Other Income & Expenses																	
Other Income																	
4450 Lodging Tax	24	81	(57)	-70%	17	7	42%	162	818	(657)	-80%	98	64	66%	343	1,000	-66%
4650 Grants Received - MAP	0	0	0	-	0	0	-	5,500	5,600	(100)	-2%	5,500	0	0%	5,500	5,600	-2%
4695 Grants Received - Other	0	5,747	(5,747)	-100%	3,200	(3,200)	-100%	18,508	58,706	(40,197)	-68%	13,200	5,308	40%	29,803	70,000	-57%
4815 Transfer - RF	0	10,417	(10,417)	-100%	0	0	-	0	72,917	(72,917)	-100%	0	0	-	52,083	125,000	-58%
4900 Other Income	0	0	0	-	0	0	-	0	0	0	-	50	(50)	-100%	0	0	-
4905 Other	0	0	0	-	0	0	-	2,600	0	2,600	-	46	2,554	5569%	2,600	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	24,877	0	24,877	-	17,130	7,748	45%	24,877	0	-
Total Other Income	24	16,244	(16,220)	-100%	3,217	(3,193)	-99%	51,648	138,041	(86,393)	-63%	36,023	15,625	43%	115,207	201,600	-43%
Other Expenses																	
Taxes & Misc Expenses																	
6705 Grant expenses	0	0	0	-	1,020	1,020	100%	0	0	0	-	14,983	14,983	100%	0	0	-
6720 Property Tax - Sublet Facilities	0	0	0	-	0	0	-	8,706	0	(8,706)	-	7,571	(1,135)	-15%	8,706	0	-
6755 Insurance Claims	0	0	0	-	150	150	100%	(571)	0	571	-	53,660	54,231	101%	(571)	0	-
Total Taxes & Misc Expenses	0	0	0	-	1,170	1,170	100%	8,135	0	(8,135)	-	76,214	68,079	89%	8,135	0	-
Debt Services																	
7005 Principal repayment	4,267	4,371	104	2%	4,085	(183)	-4%	72,642	83,050	10,408	13%	49,257	(23,385)	-47%	77,013	87,421	12%
7010 Interest payment	92	3,540	3,448	97%	275	183	67%	62,225	67,266	5,041	7%	29,486	(32,739)	-111%	65,765	70,806	7%
8005 Construction In Progress	0	0	0	-	0	0	-	0	0	0	-	8,447	8,447	100%	0	0	-
8010 CIP Buildings	0	17,000	17,000	100%	0	0	-	0	54,400	54,400	100%	0	0	-	13,600	68,000	80%
8011 CIP Docks	32,300	48,500	16,200	33%	0	(32,300)	-	42,721	194,000	151,279	78%	0	(42,721)	-	42,721	194,000	78%
8015 CIP Land Improvements	0	0	0	-	0	0	-	0	0	0	-	7,300	7,300	100%	0	0	-
8025 CIP Mobile Equipment	0	0	0	-	0	0	-	8,001	8,000	(1)	0%	0	(8,001)	-	8,001	8,000	0%
Total Debt Services	36,660	73,411	36,752	50%	4,360	(32,300)	-741%	185,590	406,716	221,126	54%	94,491	(91,099)	-96%	207,101	428,227	52%
Total Other Expenses	36,660	73,411	36,752	50%	5,529	(31,130)	-563%	193,725	406,716	212,991	52%	170,705	(23,020)	-13%	215,236	428,227	50%
Net Other Income	(36,636)	(57,167)	20,532	-36%	(2,312)	(34,323)	1484%	(142,077)	(268,675)	126,597	-47%	(134,682)	(7,396)	5%	(100,030)	(226,627)	-56%
Net Result	(24,533)	(103,786)	79,253	-76%	(14,323)	(10,210)	71%	(5,428)	(468,181)	462,753	-99%	(144,646)	139,218	-96%	(7,199)	(469,952)	-98%

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

amounts in \$US dollars

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



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Jan 2019		\$ Diff	% Diff	Jan 2018		% Diff	Jul 2018 - Jan 2019		% Diff	Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019				
	Actual	Budget			Actual	\$ Diff		Actual	Budget		\$ Diff	Actual	Budget	\$ Diff	% Diff	Projected	Budget
Operating Income																	
4285 Mob/Demob Services	0	1,250	(1,250)	-100%	60	(60)	-100%	0	3,750	(3,750)	-100%	50,183	(50,183)	-100%	1,250	5,000	-75%
4287 Dredging Services	0	29,811	(29,811)	-100%	142,475	(142,475)	-100%	0	119,242	(119,242)	-100%	142,475	(142,475)	-100%	0	119,242	-100%
4290 Other	0	0	0	-	67,262	(67,262)	-100%	0	0	0	-	76,799	(76,799)	-100%	0	0	-
Total Operating Income	0	31,061	(31,061)	-100%	209,797	(209,797)	-100%	0	122,992	(122,992)	-100%	269,456	(269,456)	-100%	1,250	124,242	-99%
Expenses																	
Personnel Services																	
5005 Salaries	11,115	6,481	(4,634)	-72%	18,142	7,027	39%	19,130	25,923	6,794	26%	55,101	35,971	65%	19,130	25,923	26%
5010 Other compensation	0	0	0	-	0	0	-	0	0	0	-	37	37	100%	0	0	-
5015 Overtime	4,087	0	(4,087)	-	3,681	(407)	-11%	4,278	0	(4,278)	-	17,385	13,107	75%	4,278	0	-
Total Compensation	15,202	6,481	(8,722)	-135%	21,823	6,620	30%	23,408	25,923	2,515	10%	72,523	49,115	68%	23,408	25,923	10%
5100 Federal Payroll taxes	1,136	496	(640)	-129%	1,638	502	31%	1,743	1,983	240	12%	5,417	3,674	68%	1,743	1,983	12%
5105 State Payroll taxes	6	0	(6)	-	12	5	47%	11	0	(11)	-	35	24	68%	11	0	-
5110 Unemployment Insurance	416	162	(254)	-157%	535	120	22%	457	648	191	29%	752	294	39%	457	648	29%
5115 Workers compensation	0	288	288	100%	0	0	-	0	1,154	1,154	100%	0	0	-	0	1,154	100%
Total Payroll Taxes	1,557	946	(611)	-65%	2,185	628	29%	2,211	3,785	1,574	42%	6,203	3,992	64%	2,211	3,785	42%
5200 Medical insurance	2,412	1,281	(1,130)	-88%	4,022	1,611	40%	2,412	5,126	2,714	53%	10,922	8,510	78%	2,412	5,126	53%
5205 Dental insurance	533	128	(405)	-316%	418	(116)	-28%	533	513	(21)	-4%	1,292	758	59%	533	513	-4%
5215 Term life insurance	175	15	(160)	-1063%	118	(57)	-48%	175	60	(115)	-191%	349	175	50%	175	60	-191%
5220 Long Term Disability insurance	0	3	3	100%	0	0	-	0	12	12	100%	0	0	-	0	12	100%
5225 PERS Employee Contributions	1,547	1,099	(448)	-41%	3,346	1,799	54%	1,547	4,395	2,848	65%	11,651	10,104	87%	1,547	4,395	65%
5230 PERS Employer Contributions	544	389	(155)	-40%	1,270	726	57%	544	1,555	1,012	65%	4,313	3,770	87%	544	1,555	65%
5295 Allocations	0	0	0	-	8,630	8,630	100%	0	0	0	-	45,362	45,362	100%	0	0	-
Total Insured Benefits	5,210	2,915	(2,295)	-79%	17,804	12,593	71%	5,210	11,661	6,451	55%	73,889	68,678	93%	5,210	11,661	55%
Total Personnel Services	21,970	10,342	(11,628)	-112%	41,812	19,841	47%	30,830	41,369	10,540	25%	152,615	121,785	80%	30,830	41,369	25%
Goods & Services																	
6005 Seminars & training	0	0	0	-	4,042	4,042	100%	0	0	0	-	5,618	5,618	100%	0	0	-
Total Staff Training	0	0	0	-	4,042	4,042	100%	0	0	0	-	5,618	5,618	100%	0	0	-
6020 Travel - airfare	0	0	0	-	50	50	100%	0	0	0	-	50	50	100%	0	0	-
6025 Travel - lodging & transportation	0	0	0	-	11,591	11,591	100%	0	0	0	-	31,672	31,672	100%	0	0	-
6030 Travel - Per Diem & mileage reimbursement	0	0	0	-	7,862	7,862	100%	156	0	(156)	-	22,232	22,076	99%	156	0	-
Total Travel & Entertainment	0	0	0	-	19,503	19,503	100%	156	0	(156)	-	53,954	53,798	100%	156	0	-

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

amounts in \$US dollars

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



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Jan 2019		\$ Diff	% Diff	Jan 2018		% Diff	Jul 2018 - Jan 2019		% Diff	Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019		% Diff		
	Actual	Budget			Actual	\$ Diff		Actual	Budget		\$ Diff	Last FY	\$ Diff	Projected		Budget	
6105 Telephone - mobile	94	0	(94)	-	94	(0)	0%	612	0	(612)	-	658	46	7%	612	0	-
6140 Garbage/Sanitation Collection	0	0	0	-	0	0	-	0	0	0	-	949	949	100%	0	0	-
6145 Hazardous material disposal	0	0	0	-	313	313	100%	0	0	0	-	913	913	100%	0	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	0	0	-	0	0	-	0	0	0	-	1,041	1,041	100%	0	0	-
Total Utilities	94	0	(94)	-	407	313	77%	612	0	(612)	-	3,561	2,949	83%	612	0	-
6200 Temporary/Contract help	0	0	0	-	0	0	-	0	0	0	-	1,300	1,300	100%	0	0	-
6250 Legal services	0	0	0	-	979	979	100%	0	0	0	-	1,337	1,337	100%	0	0	-
6255 Auditing	0	375	375	100%	0	0	-	0	2,625	2,625	100%	0	0	-	1,875	4,500	58%
6270 Contracted Services	5,620	1,300	(4,320)	-332%	0	(5,620)	-	6,520	6,500	(20)	0%	17,655	11,135	63%	6,520	6,500	0%
6290 Commercial insurance	5,517	4,177	(1,339)	-32%	3,773	(1,743)	-46%	28,632	29,240	608	2%	25,329	(3,304)	-13%	49,517	50,125	1%
Total Professional Services	11,137	5,852	(5,284)	-90%	4,752	(6,384)	-134%	35,152	38,365	3,213	8%	45,621	10,469	23%	57,912	61,125	5%
6400 Small equipment & tools	92	0	(92)	-	1,064	972	91%	6,266	0	(6,266)	-	2,718	(3,548)	-131%	6,266	0	-
6405 Safety/hazardous materials	0	0	0	-	0	0	-	0	0	0	-	1,472	1,472	100%	0	0	-
6410 Signage	0	0	0	-	0	0	-	0	0	0	-	109	109	100%	0	0	-
6425 Operational supplies	10,200	1,000	(9,200)	-920%	52	(10,148)	-19537%	36,526	4,000	(32,526)	-813%	32,339	(4,187)	-13%	36,526	4,000	-813%
6430 Equipment Rental	0	0	0	-	0	0	-	3,351	0	(3,351)	-	0	(3,351)	-	3,351	0	-
6450 Fuel - Gas	94	1,013	918	91%	0	(94)	-	94	4,050	3,956	98%	324	229	71%	94	4,050	98%
6455 Fuel - Diesel	5,540	1,000	(4,540)	-454%	274	(5,267)	-1924%	5,540	4,000	(1,540)	-39%	1,625	(3,915)	-241%	5,540	4,000	-39%
Total Operational Expense	15,926	3,013	(12,914)	-429%	1,390	(14,537)	-1046%	51,778	12,050	(39,728)	-330%	38,587	(13,190)	-34%	51,778	12,050	-330%
6500 Repairs & maintenance equipment	38,843	312	(38,531)	-12350%	4,731	(34,111)	-721%	47,770	1,200	(46,570)	-3881%	73,133	25,364	35%	47,770	1,200	-3881%
6505 Repairs & maintenance vehicles	460	2,209	1,749	79%	0	(460)	-	460	8,498	8,038	95%	1,174	713	61%	460	8,498	95%
6540 Marina dredging	85	0	(85)	-	0	(85)	-	85	0	(85)	-	435	350	80%	85	0	-
Total Repair and Maintenance	39,389	2,521	(36,867)	-1462%	4,731	(34,657)	-732%	48,315	9,698	(38,617)	-398%	74,742	26,427	35%	48,315	9,698	-398%
Total Goods & Services	66,546	11,386	(55,160)	-484%	34,825	(31,720)	-91%	136,013	60,113	(75,900)	-126%	222,083	86,070	39%	158,773	82,873	-92%
Total Expenses	88,516	21,728	(66,787)	-307%	76,637	(11,879)	-16%	166,843	101,482	(65,361)	-64%	374,698	207,855	55%	189,603	124,242	-53%
Operating Results	(88,516)	9,332	(97,848)	-1049%	133,160	(221,675)	-166%	(166,843)	21,510	(188,353)	-876%	(105,242)	(61,601)	59%	(188,353)	(0)	52320203%
Other Income & Expenses																	
Other Income																	
4695 Grants Received - Other	0	0	0	-	0	0	-	0	0	0	-	29,076	(29,076)	-100%	0	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	25,668	0	25,668	-	2,744	22,924	835%	25,668	0	-
Total Other Income	0	0	0	-	0	0	-	25,668	0	25,668	-	31,820	(6,152)	-19%	25,668	0	-
Net Other Income	0	0	0	-	0	0	-	25,668	0	25,668	-	31,820	(6,152)	-19%	25,668	0	-
Net Result	(88,516)	9,332	(97,848)	-1049%	133,160	(221,675)	-166%	(141,175)	21,510	(162,685)	-756%	(73,422)	(67,753)	92%	(162,685)	(0)	45190203%

Financial Report - Actual vs. Budget
For Period Ending Jan 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					
	Jan 2019				Jan 2018			Jul 2018 - Jan 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	16,871	17,728	(856)	-5%	23,918	(7,047)	-29%	157,865	104,013	53,853	52%	114,208	43,657	38%	215,013	161,160	33%
4235 Customer Discounts	0	0	0	-	0	0	-	(3,500)	0	(3,500)	-	0	(3,500)	-	(3,500)	0	-
4260 Rail Operations Revenue	376,342	336,380	39,961	12%	329,917	46,425	14%	2,033,193	2,479,722	(446,529)	-18%	2,432,074	(398,882)	-16%	3,799,071	4,245,600	-11%
4265 Rail Surcharges	41,262	44,375	(3,113)	-7%	43,887	(2,625)	-6%	243,224	331,779	(88,555)	-27%	328,129	(84,905)	-26%	469,445	558,000	-16%
4290 Other	0	0	0	-	0	0	-	0	0	0	-	16,410	(16,410)	-100%	0	0	-
Total Operating Income	434,475	398,483	35,992	9%	397,722	36,753	9%	2,430,782	2,915,513	(484,731)	-17%	2,890,821	(460,039)	-16%	4,480,029	4,964,760	-10%
Expenses																	
Personnel Services																	
5005 Salaries	7,181	6,527	(655)	-10%	6,338	(843)	-13%	55,170	48,954	(6,215)	-13%	46,180	(8,989)	-19%	91,087	84,872	-7%
5020 Car Allowance	231	231	(0)	0%	231	0	0%	1,673	1,730	57	3%	1,681	8	0%	2,943	3,000	2%
Total Compensation	7,412	6,757	(655)	-10%	6,569	(843)	-13%	56,843	50,685	(6,158)	-12%	47,861	(8,981)	-19%	94,030	87,872	-7%
5100 Federal Payroll taxes	541	517	(24)	-5%	478	(63)	-13%	4,171	3,877	(294)	-8%	3,492	(680)	-19%	7,016	6,722	-4%
5105 State Payroll taxes	1	0	(1)	-	2	1	30%	16	0	(16)	-	14	(1)	-10%	16	0	-
5110 Unemployment Insurance	198	76	(122)	-162%	156	(42)	-27%	316	567	251	44%	174	(142)	-82%	732	983	26%
5115 Workers compensation	417	9	(407)	-4303%	141	(276)	-196%	2,825	71	(2,754)	-3882%	987	(1,838)	-186%	2,877	123	-2239%
Total Payroll Taxes	1,157	602	(555)	-92%	776	(380)	-49%	7,327	4,515	(2,812)	-62%	4,666	(2,661)	-57%	10,640	7,828	-36%
5200 Medical insurance	1,346	1,346	(0)	0%	1,282	(64)	-5%	10,370	9,424	(945)	-10%	9,426	(944)	-10%	17,101	16,156	-6%
5205 Dental insurance	156	130	(26)	-20%	130	(26)	-20%	1,092	912	(180)	-20%	912	(180)	-20%	1,743	1,563	-12%
5215 Term life insurance	52	9	(43)	-468%	43	(9)	-22%	367	69	(298)	-430%	301	(66)	-22%	418	120	-248%
5220 Long Term Disability insurance	0	38	38	100%	0	0	-	0	282	282	100%	0	0	-	207	489	58%
5225 PERS Employee Contributions	1,038	946	(92)	-10%	920	(118)	-13%	7,486	7,096	(391)	-6%	5,667	(1,819)	-32%	12,693	12,302	-3%
5230 PERS Employer Contributions	445	405	(39)	-10%	394	(51)	-13%	3,208	3,041	(168)	-6%	2,429	(780)	-32%	5,440	5,272	-3%
Total Insured Benefits	3,037	2,875	(162)	-6%	2,769	(268)	-10%	22,524	20,824	(1,700)	-8%	18,735	(3,789)	-20%	37,602	35,902	-5%
Total Personnel Services	11,606	10,234	(1,372)	-13%	10,115	(1,491)	-15%	86,694	76,024	(10,670)	-14%	71,262	(15,431)	-22%	142,272	131,602	-8%
Goods & Services																	
6005 Seminars & training	0	354	354	100%	0	0	-	2,206	2,479	273	11%	289	(1,917)	-663%	3,977	4,250	6%
Total Staff Training	0	354	354	100%	0	0	-	2,206	2,479	273	11%	289	(1,917)	-663%	3,977	4,250	6%
6020 Travel - airfare	0	100	100	100%	0	0	-	0	1,100	1,100	100%	299	299	100%	900	2,000	55%
6025 Travel - lodging & transportation	189	90	(99)	-110%	0	(189)	-	202	990	788	80%	1,201	1,000	83%	1,012	1,800	44%
6030 Travel - Per Diem & mileage reimbursement	0	93	93	100%	0	0	-	808	1,055	246	23%	1,421	612	43%	1,604	1,850	13%
6035 Meals & Entertainment	23	42	18	44%	50	27	54%	480	292	(189)	-65%	149	(331)	-222%	689	500	-38%
Total Travel & Entertainment	212	324	112	35%	50	(162)	-323%	1,490	3,436	1,946	57%	3,070	1,580	51%	4,204	6,150	32%

Financial Report - Actual vs. Budget
For Period Ending Jan 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					
	Jan 2019				Jan 2018			Jul 2018 - Jan 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6050 Office supplies	0	0	0	-	0	0	-	7,682	0	(7,682)	-	0	(7,682)	-	7,682	0	-
6055 Kitchen supplies	0	0	0	-	0	0	-	215	0	(215)	-	0	(215)	-	215	0	-
6060 IT supplies	0	0	0	-	0	0	-	589	0	(589)	-	0	(589)	-	589	0	-
6075 Memberships & dues	0	0	0	-	500	500	100%	16	0	(16)	-	519	503	97%	16	0	-
6090 IT SW subscriptions & licenses	53	0	(53)	-	0	(53)	-	905	0	(905)	-	0	(905)	-	905	0	-
Total Office Expense	53	0	(53)	-	500	447	89%	9,407	0	(9,407)	-	519	(8,888)	-1713%	9,407	0	-
6105 Telephone - mobile	0	0	0	-	0	0	-	57	0	(57)	-	0	(57)	-	57	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	0	0	-	0	0	-	80	0	(80)	-	0	(80)	-	80	0	-
Total Utilities	0	0	0	-	0	0	-	137	0	(137)	-	0	(137)	-	137	0	-
6216 Managed Service Fees	0	292	292	100%	4,484	4,484	100%	0	2,042	2,042	100%	22,898	22,898	100%	1,458	3,500	58%
6230 Rail operations service fee	337,807	304,407	(33,401)	-11%	296,925	(40,882)	-14%	1,812,800	2,190,141	377,341	17%	2,136,313	323,513	15%	3,401,243	3,778,584	10%
6245 Legal advertising	0	0	0	-	0	0	-	98	0	(98)	-	0	(98)	-	98	0	-
6250 Legal services	165,299	0	(165,299)	-	239	(165,061)	-69135%	203,905	0	(203,905)	-	27,315	(176,590)	-646%	203,905	0	-
6260 Consulting services	0	0	0	-	0	0	-	11,972	0	(11,972)	-	6,463	(5,509)	-85%	11,972	0	-
6265 Recruiting services	0	0	0	-	0	0	-	267	0	(267)	-	0	(267)	-	267	0	-
6270 Contracted Services	0	4,167	4,167	100%	0	0	-	7,236	29,167	21,931	75%	0	(7,236)	-	28,069	50,000	44%
6290 Commercial insurance	1,922	1,917	(5)	0%	2,263	341	15%	13,529	13,417	(112)	-1%	15,826	2,296	15%	23,112	23,000	0%
Total Professional Services	505,028	310,782	(194,247)	-63%	303,910	(201,118)	-66%	2,049,808	2,234,766	184,959	8%	2,208,814	159,006	7%	3,670,125	3,855,084	5%
6400 Small equipment & tools	0	0	0	-	0	0	-	26,164	0	(26,164)	-	0	(26,164)	-	26,164	0	-
6405 Safety/hazardous materials	4	0	(4)	-	0	(4)	-	14,001	0	(14,001)	-	0	(14,001)	-	14,001	0	-
6410 Signage	0	0	0	-	0	0	-	22	0	(22)	-	0	(22)	-	22	0	-
6415 Clothing	0	0	0	-	0	0	-	0	175	175	100%	0	0	-	0	175	100%
6420 Janitorial supplies	0	0	0	-	0	0	-	734	0	(734)	-	0	(734)	-	734	0	-
6425 Operational supplies	95	0	(95)	-	0	(95)	-	6,089	0	(6,089)	-	0	(6,089)	-	6,089	0	-
6450 Fuel - Gas	65	0	(65)	-	0	(65)	-	1,724	0	(1,724)	-	0	(1,724)	-	1,724	0	-
6455 Fuel - Diesel	100	0	(100)	-	0	(100)	-	379	0	(379)	-	0	(379)	-	379	0	-
Total Operational Expense	265	0	(265)	-	0	(265)	-	49,113	175	(48,938)	-27965%	0	(49,113)	-	49,113	175	-27965%
6500 Repairs & maintenance equipment	0	0	0	-	0	0	-	6,944	0	(6,944)	-	0	(6,944)	-	6,944	0	-
6505 Repairs & maintenance vehicles	0	0	0	-	0	0	-	800	0	(800)	-	0	(800)	-	800	0	-
6510 Repairs & maintenance buildings	29	4,167	4,137	99%	450	421	93%	407	29,167	28,759	99%	2,250	1,843	82%	21,241	50,000	58%
6515 Repairs & maintenance land improvements	0	8,333	8,333	100%	0	0	-	21,730	58,333	36,603	63%	39,076	17,346	44%	63,397	100,000	37%
6580 Permits	630	0	(630)	-	0	(630)	-	630	0	(630)	-	0	(630)	-	630	0	-
Total Repair and Maintenance	659	12,500	11,841	95%	450	(209)	-46%	30,511	87,500	56,989	65%	41,326	10,815	26%	93,011	150,000	38%
Total Goods & Services	506,218	323,960	(182,258)	-56%	304,911	(201,307)	-66%	2,142,671	2,328,357	185,685	8%	2,254,018	111,346	5%	3,829,974	4,015,659	5%
Total Expenses	517,824	334,194	(183,630)	-55%	315,026	(202,798)	-64%	2,229,365	2,404,380	175,015	7%	2,325,280	95,915	4%	3,972,246	4,147,261	4%
Operating Results	(83,349)	64,289	(147,638)	-230%	82,696	(166,045)	-201%	201,417	511,133	(309,716)	-61%	565,541	(364,124)	-64%	507,783	817,499	-38%

Financial Report - Actual vs. Budget
For Period Ending Jan 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					
	Jan 2019		\$ Diff	% Diff	Jan 2018		% Diff	Jul 2018 - Jan 2019		% Diff	Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019				
	Actual	Budget			Actual	\$ Diff		Actual	Budget		\$ Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Other Income & Expenses																	
Other Income																	
4520 Green Hill Debt Service	0	0	0	-	0	0	-	0	43,500	(43,500)	-100%	43,424	(43,424)	-100%	0	43,500	-100%
4805 Transfer - GF	0	0	0	-	0	0	-	523,682	0	523,682	-	0	523,682	-	523,682	0	-
4815 Transfer - RF	0	50,099	(50,099)	-100%	0	0	-	0	350,692	(350,692)	-100%	0	0	-	250,495	601,187	-58%
Total Other Income	0	50,099	(50,099)	-100%	0	0	-	523,682	394,192	129,490	33%	43,424	480,259	1106%	774,177	644,687	20%
Other Expenses																	
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	322,173	322,173	0	0%	89,433	(232,740)	-260%	322,173	322,173	0%
7010 Interest payment	0	0	0	-	0	0	-	322,438	322,438	(0)	0%	31,496	(290,943)	-924%	322,438	322,438	0%
9005 Transfers - GF	250,000	0	(250,000)	-	0	(250,000)	-	702,500	0	(702,500)	-	0	(702,500)	-	702,500	0	-
8020 CIP Machinery & Equipment	0	0	0	-	0	0	-	13,000	0	(13,000)	-	0	(13,000)	-	13,000	0	-
Total Debt Services	250,000	0	(250,000)	-	0	(250,000)	-	1,360,111	644,611	(715,500)	-111%	120,929	(1,239,182)	-1025%	1,360,111	644,611	-111%
Total Other Expenses	250,000	0	(250,000)	-	0	(250,000)	-	1,360,111	644,611	(715,500)	-111%	120,929	(1,239,182)	-1025%	1,360,111	644,611	-111%
Net Other Income	(250,000)	50,099	(300,099)	-599%	0	(250,000)	-	(836,429)	(250,419)	(586,010)	234%	(77,505)	(758,924)	979%	(585,934)	76	-771066%
Net Result	(333,349)	114,388	(447,737)	-391%	82,696	(416,045)	-503%	(635,012)	260,714	(895,726)	-344%	488,036	(1,123,048)	-230%	(78,151)	817,575	-110%



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Anna Soderstrom, Chief Commercial Officer

DATE: March 11, 2019

SUBJECT: Commercial/ External Affairs/ Marketing Management Report

Commercial:

EA/BD staff continues to collect data for a basic economic impact study for one log and one wood chip vessel. Staff has reached out to various maritime stakeholders to aggregate information which will be analyzed and concluded in a white paper. The maritime industry continues to be a key element generating jobs. In fact, 14 percent of Oregon’s maritime sector jobs are located in Southwestern Oregon (state economist Nick Beleiciks).

Internal and External Communications:

External Affairs staff is continuing to build awareness of the Port’s lines of business including the channel modification project. Overall, we aim to educate the importance of dredging in order to both maintain and enhance apportioned depth of waterborne transportation. The Port is also increasing focus on raising awareness regarding rail and safety. As such, communication campaigns and material are produced. As a way of example, included in the information section of this packet is a 6-page handout aiming to educate Legislative bodies of the Port’s ongoing efforts that are tied to our mission.

Press releases in February include:

1. OIPCB Launches Scholarship and Community Giving Program
2. Submit Names for the Charleston Memorial
3. Provided content to The World Newspaper for an update on Coos Bay Swing Span Emergency Repairs

Articles are accessible through the Port website at www.portofcoosbay.com/news-room/.

EA/BD Staff and Project Manager appeared in a story aired by KCBY regarding the Swing Span Emergency Repairs Project, which can be viewed at: <https://kcbby.com/news/local/gallery/this-is-an-emergency-repair-to-get-the-bridge-back-into-operation>.

EA/BD staff generated and provided content to the Pacific Maritime Magazine for an upcoming article, “Ports of the Pacific”. This media outlet is the only publication in the nation written for the west coast commercial audience reaching ocean carriers, shippers, terminal operators, marine construction companies and so forth. It is a great venue for exposure.

Staff provided a community update to the Bay Area Chamber of Commerce regarding current and upcoming Port projects and activities.

Marketing and Media:

EA/BD staff worked on creating and carrying out a several marketing campaigns for local issues and priority projects for the Port through social media and other digital platforms.

Port media mentions in February include:

[Port of Coos Bay looks to have swing span bridge repaired by mid-April](#)
[Confederated Tribes' traditional cultural property plan advances](#)
[US ports continue expanding rail facilities to support growing traffic](#)

Grants:

Staff continue to work with federal and local authorities for grant management and reporting. This last month Connect OR report was successfully submitted. Overall the reporting is working well and the reimbursement filing as well.

Given the 2018 BUILD award of \$20M to rehabilitate bridges on the Coos Bay Rail Line, staff have had communication with MARAD, identifying immediate next steps including scheduling a meeting on site for a walk through. Target date is May 7 – 9 and participants from MARAD's DC office will be present together with Port staff and suppliers. This is part of the framework that is associated with receiving a grant and next steps includes ongoing communication with quarterly reports, two annual reports and a closeout report.

Legislative Work:

The Port partnered with Jordan Cove to host a group of Oregon State Legislators on March 9, 2019 from the Joint Ways and Means Committee.

Staff developed a letter to the Joint Transportation Committee regarding HB 2970, a bill that would require two-person crews on all locomotives. Although the Port supports two-person crews, mandating this staffing requirement is more appropriately handled at the Federal level through the FRA. The bill would also have the potential to affect service, efficiency, and cost.

The Port supports HB 2978, a bill co-sponsored by Representative Caddy McKeown. This bill will serve to create a tax credit for short line railroad rehabilitation projects. This program would mirror the Federal 45G program and provide additional funding to support railroad rehabilitation projects.

Port staff provided testimony at a hearing on March 9, 2019 in Salem regarding a bill introduced by the Port through Senator Roblan's office, SB 0675. This legislation will amend language in ORS 777 that limits the amount Ports can borrow through a promissory note to \$1 million to remove that threshold, as well as a five-year limitation for length of term.

Staff are closely monitoring a series of bills that have been introduced which would require railroads transporting petroleum and other products to develop contingency plans.

Port staff continue to work with the Oregon Delegation to stress the importance of allocating the remaining \$40 million in lottery backed bonds that the State of Oregon Committed as a portion of

\$60 million to support the Channel Modification project. The \$40 million installment is slated to be allocated in the 2019 biennium.

EA/BD staff is working on creating a handout for local, state and federal legislative stakeholders that highlights key Port facts and projects.

Port Property:

EA/BD staff are drafting and completing right of way agreements with the City of Coos Bay and Southport Forest Products.

EA/BD staff will be reaching out to larger commercial fishing operations in the next month to market the now vacant Syncon property as fenced storage.

Bandon Pacific has completed their lease term and have moved out of their leased facility. EA/BD staff completed an initial and final walk through of the facility and requested maintenance work to be completed prior to vacation of the property. The building will now be utilized for Maintenance staff and storage of the State owned dredge.

Community Outreach:

Port staff is working with CCEC to develop the poster and advertising for the Annual Charleston Oyster Feed on April 27, 2019 from 12 to 4 PM at the Oregon Institute of Marine Biology.

EA/BD staff will be participating in the Oregon Governor's Marketplace March 20-21, 2019 in Salem as a sponsor and will be exhibiting to increase awareness among the business community about the Port of Coos Bay.

EA/BD staff continues to support the tourism industry on the South Coast as part of the Marketing Committee for the Southern Oregon Tourism Network and BACC Tourism Committee. This includes assisting with establishing a Southern Oregon Coast brand and preparing for the Bay Area Brigade event which will kickoff National Tourism Week from May 5-12, 2019.

EA/BD staff supports the Coos County Concerned Property Owners efforts through social media outreach and content creation.

EA/BD staff will be providing a Port overview presentation to the Maritime Commerce Club on April 16, 2019 in Portland.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Mike Dunning, Director of Maritime Operations

DATE: March 11, 2019

SUBJECT: Port Operations Management Report

Channel Modification Project:

The team submitted approximately 90% (700 of 795) of the 60% Design comments to the USACE for backcheck and closeout in DR Checks. We are making steady progress on closing out long-standing critical comments on project engineering and design. Specifically, water quality, estuarian dynamics, jetty stability and offshore waves.

An agency coordination meeting is being held in Coos Bay on March 19, 2019. This meeting will be another opportunity to provide cooperating agencies and Tribes with project details related to engineering and design, water quality, estuarian dynamics, material placement and other important components of the project.

The PDT is on schedule to submit the Draft 204/408 report to the USACE in April. This is the final report for engineering and design for the project. There will likely be comments to address in this report, but they should be limited. The EIS team will use this report to finalize the Draft EIS and allow the PDT to shift focus on the permitting phase of the project.

Sewer Line Easement/Utility Agreement:

Port staff is working with the City of Coos Bay to finalize an easement/utility agreement for the new force main at Eastside and under the rail right of way on Front Street.

Safety and Security:

Port Safety Policies and Programs approved at the last Commission meeting have been disseminated to Port staff for review and acknowledgement. Staff continues to promulgate additional Risk Assessment Tool forms for other high-risk work areas.

A Heavy Weather Plan is being developed to better prepare for severe weather hazards both at the Charleston Marina and for Railroad operations. This plan is essential to ensuring that the Port is adequately prepared for these events and can respond appropriately.

The Safety Committee will be conducting quarterly safety inspections of the buildings in Charleston, Port office and railroad. Additionally, an inspection of the new Charleston Maintenance Shop will be conducted to provide a good safety work plan to ensure the new shop will be OSHA compliant.

A training matrix is being developed to include both marina and rail personnel. This matrix will include required safety training as well as operators training for specific equipment.

Staff continues to move forward with the Fish Farm “Burn to Learn” project. Staff are working with North Bay Fire Chief James Aldrich to coordinate a timeframe and scope for this project.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Mike Dunning, Director of Maritime Operations

DATE: March 11, 2019

SUBJECT: Charleston Operations Management Report

Of the 443 moorage slips for the month of February we had 179 annuals, 18 semi-annuals, 46 monthlies and 156 transients. We sold over 80 tons of ice or \$6,050.00. Out of the 104 RV Park spaces, we had 23 check-ins for total sales of over \$9,770.00.

Dredging:

Due to mechanical breakdowns, shipping delays for parts, and the end of the end in-water work window, dredging operations were terminated. Unfortunately, staff only removed 1300 CY of material. After demobilization of the dredging equipment is complete, staff will begin working on preventative maintenance and any necessary repairs.

Oregon Business Development Department is forming an advisory committee comprised of Ports and state entities to provide advice and guidance to the State of Oregon, acting through the Oregon Business Development Department and the Port of Coos Bay on issues relating to the operation, maintenance and usage of the state-owned Endicott 360 portable harbor dredge by the Port of Coos Bay under its Intergovernmental Agreement (IGA). The details of this committees' roles and responsibilities will be discussed at the first meeting in April.

Office and Shop Relocation:

Staff is developing plans to move the maintenance shop and Marina office locations. The maintenance shop will be moved to Building 29 and the office will be in Building 19. Both buildings need some rehabilitation but will increase staff's efficiency and effectiveness when conducting day-to-day operations. Having Marina and RV Park staff in a central location will significantly increase their ability to cross train and provide coverage for the Marina Office and RV Park. The new maintenance shop will quadruple the available shop space for storage, maintenance equipment, and materials.



Photo: New Office Building



Photos: New Maintenance Shop

Launch Ramp Floating Docks:

A Request for Quotes (RFQ) was advertised on March 4, 2019 to build the new boarding docks for the launch ramp. Staff is currently reviewing the Intergovernmental Agreement drafted by the Oregon State Marine Board (OSMB) as part of the funding requirements for the state. Like the existing launch ramp agreement, accepting the funds will require the Port to adhere to the terms of the agreement for 20 years. The new IGA will supersede the existing agreement, which has approximately 8 years remaining.

Marina Piling Work:

The piling work is complete. A total of 20 pilings were replaced in the outer basin.

Budget:

Staff continues to develop the FY 2019/20 budget for Charleston operations. As part of this work, a comprehensive list of equipment needs and maintenance tasks are being developed. We are also analyzing ways to optimize assets and resources for greater efficiency and value.

Ice House Maintenance:

The annual Ice House Maintenance was completed the first week of March. This included an ice bin clean out (removed all old ice) and annual PMS requirements. As part of this annual maintenance, a refrigeration specialist is brought in to assist with maintenance and calibrate all necessary equipment.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Patrick Kerr, Director of Rail Operations

DATE: March 11, 2019

SUBJECT: Railroad Department Management Report

Operations:

CBRL handled 465 revenue car loadings for February 2019. February 2019 car loadings were below January 2019, by 146 cars and below by 145 cars from the 2018/2019 CBR forecasted monthly average of 610 cars. February 2019 was below February 2018 of 618 cars by 153 cars.

CBRL 2018/19 budget has 7,320 car loads at 610 per month. The estimated 2018/19 run rate using current carloads is about 5,832 cars, 1,488 cars or 21% below calendar yearly forecast budget. The 2018/19 monthly car loading average improved by 18 cars from 468 to 486 cars per month, reducing the forecasted budget gap by 216 cars or 2% last month.

February 2019 monthly carloads of 465 fell below forecast due to the CBRL being shut down for the President's Day holiday, which was used as the first construction window for the Scofield Creek bridge repair February 15-18, 2019. Current lumber market remains soft with prices down, mill production has been curbed, and a weather related shut down for mill in Noti (for a week February 25-28, 2019) during severe weather-related storm delays. Headwinds with a short operating month, as well as not being able to interchange or servicing customers due to severe weather-related storm delays from February 25-27, 2019 caused a deviation in the carloads for February.

Port staff traveled to Washington state to inspect the rebuilt CBRL 2018 GP38-2 locomotive due to be shipped to Eugene in March to be put into service.

Currently CBRL has 17 employees and 6 locomotives on property.

Port staff and team continue to work on repair plans for the North Bend Swing Span bridge, Scofield Creek bridge, Tunnel Phase I, Phase II and ongoing Port timber bridge rehab project.

Coos Bay Rail Line February 2019:

As of Monday, March 4, 2019 the CBRL is 123 days' injury free. The CBRL had 1 minor derailment incident during the month of February.

Scofield Creek Br740.84 in Reedsport Bridge Rehab Project:

For the month of February 2019, the following was accomplished:

- On the long weekend of February 15-18, 2019 SPC removed the two concrete box girders from span three, installed the four interior steel pilings, replaced the girders, and returned the bridge back to rail service. This was the first of two scheduled four-day shut downs. The next was the weekend of March 1-4, 2019. Two of the pilings would not drive in the locations shown on the drawings and had to be shifted sideways, with the approval of Stantec's on-site supervisor. Stantec later confirmed that this relocation would not affect the design of the repair, with the exception of relocating some of the diagonal bracing.
- GRL was on-site to verify the pile resistance. The only pile that did not quite come up to the desired resistance was the batter pile on the west side of span 3. Stantec confirmed that it was within design tolerances and would NOT require any additional work.
- SPC has delivered the materials to the site.

Tunnel Project Phase I:

Entire contract percent complete: 55%

McMillen Jacobs and LRL completed proof load testing on a percentage of rock bolts installed at Tunnel 20 (four tests) and Tunnel 21 (three tests). All tests passed.

Work completed during February 2019 includes the following:

- Tunnel 15 (64% complete), prepared and placed 384 cubic yards of fiber reinforced shotcrete for in the tunnel crown and timber support sections.
- Tunnel 17 (83% complete), drilled 25 holes for grout installation in Southern Portal.
- Tunnel 18 (100% complete).
- Tunnel 19 (76% complete), prepared and placed 43 cubic yards (50 bags) of fiber reinforced shotcrete for ground support in the tunnel crown.
- Tunnel 20 (35% complete), prepared and placed 31 cubic yards (35 bags) of fiber reinforced shotcrete for ground support in the tunnel crown.
- Tunnel 21 (50% complete), prepared erosion control drilled and installed rock bolts.

Schedule (Phase I):

Contract Time = 577 Days

NTP = April 30, 2018

Contract Final Completion = November 28, 2019

LRL's estimated completion date = October 21, 2019 per most recent update

Estimated % Complete by Earned Value = 55% per McMillen Jacobs calculation

Estimated % Complete by Contract Time = 53% (305 Days / 577 Days)

Tunnel Project Phase II:

Value engineering continues; staff are working with MARAD (Fast lane) on schedule extension due to in water work window.

2018 Timber Bridge Repair Project:

For the month of February 2019, the following was accomplished:

- Gene Davis is tentatively scheduled for late March to do the final in section of the bridges to verify contract completion.
- The Port has SPC working on pricing of some additional work. This will be included on CO #11 if approved. The work includes bridges 18, 24, 28, 30, and 39. (\$45,010.00 total cost)
- The ballast rock placement and tamping of the bridge approaches continues. They will work from the North end of the line towards the south.
- Bridges completed (Base Contract) as of January 30, 2019: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 35, 36, & 37.
- Bridges 6, 22, and 24, have 68% of the ballast and tamping completed, with work continuing at bridges 13 and 34.

Swing Span Bridge MP-763.55:

For the month of February 2019, the following was accomplished:

- Stantec is continuing to work with SHPO regarding the mitigation process as it relates to the removal of the operator's house. It was determined that because there has been no Federal money spent on the repair of the bridge, and all work was contained inside of the existing fendering system, the MOA will be between the Port and SHPO and not involve any additional agencies.
- The Port has given Koppers verbal authorization to proceed with the replacement of the damaged diagonal components at span 7 of the west truss. (L3-U4/U3-L4) This will be CO #1 for \$90,770.00.
- Reese Electric has begun the energizing and repair process of the electrical components of the bridge.
- H&H has finalized the design of the drive motor reinforcement plate.
- The L8-U8 column installation process has begun.



Photos: Scofield Creek MP-740.84 bridge repair work



Photo: Tunnel 19, Outside the South Portal, looking north from the shotcrete work train.

Action Items

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

DATE: March 11, 2019

PROJECT TITLE: David Miller & Associates Task Order 13

ACTION REQUESTED: Authorization for Commission President David Kronsteiner to execute Task Order DMA 13 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 13 in the amount of \$667,701.00 describes the tasks to be undertaken during Q2 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 Q2 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 13 for professional services related to the Coos Bay Channel Modification Project in an amount not to exceed \$667,701.00 for work to be performed on the project during the second quarter of 2019.

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

Task Order DMA #13, 2nd 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 contractor (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 2nd Quarter (April - June) 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 2nd Quarter of FY 2019.

2. Geotechnical Investigations & Sediment Characterization

During the 2nd Quarter, the consultant team will conduct the following tasks:

- Address 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

Engineering activities to be performed during the 2nd Quarter of FY 2019 as part of this SOS consist of the following:

- Evaluation of salinity modeling to Dr. Sutherland's modeling results
- Respond to comments on the Engineering Appendix to the Preliminary Draft 204/408 Report
- Provide input to Preliminary Draft 204/408 Report

4. Economics Studies and Reports

No activity during the 2nd Quarter of FY 2019.

5. Environmental Statutory and Regulatory Compliance

Environmental studies during the 2nd 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.
- Cultural resource investigations and other cultural resources documentation in of the Section 106 evaluation and EIS will be completed.
- Provide assistance in drafting environmental portions of the preliminary draft Section 204(f)/408 Report.

6. Section 204(f)/408 Report

During the 2nd Quarter of FY 2019, the preliminary draft of the Section 204(f) /408 Report will be completed.

7. Real Estate Analysis

Real estate studies during the 2nd Quarter of FY 2019 will consist of:

- Development of the final Real Estate Appendix
- Conduct real estate planning efforts

8. USACE Coordination

Coordination with the Portland District, Northwestern Division, and HQUSACE will continue during the 2nd 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 2nd 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 2nd 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 2nd Quarter of FY 2019.

Budget

The total SOS budget for 2nd Quarter of FY 2019 consultant activities is \$617,701, including EIS costs and Corps of Engineers funds transfers. The following table shows a breakdown of the 2nd Quarter of FY 2019 budget estimate.

2nd Quarter of FY 2019 Budget

Task	Task Description	Cost
1	Geophysical Survey	\$ -
2	Geotechnical Investigation	\$ 36,278
3	Engineering	\$ 32,500
4	Economics Studies & Reports	\$ -
5	Environmental Statutory & Regulatory Compliance	\$ 137,304
6	Section 204/408 Report	\$ 176,279
7	Real Estate Analysis	\$ 6,553
8	USACE (CW) Coordination	\$ 67,717
9	Governmental Relations	\$ -
10	Project Delivery Team Coordination	\$ 92,026
11	Project Management (DMA Only)	\$ 69,045
12	Legal Costs	\$ -
	Total DMA Team 2nd Quarter Budget	\$ 617,701

In conjunction with DMA team activities during the 2nd Quarter of FY 2019 described above, it is estimated that EIS contract activities in the 2nd Quarter will be \$50,000. Funds transfers to USACE are estimated at \$0. Total costs for all 2nd Quarter of FY 2019 activities related to the Section 204 project are estimated to equal \$667,701.

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

DATE: March 11, 2019

PROJECT TITLE: Charleston Marina Launch Ramp Dock Replacement

ACTION REQUESTED: Authorization for Chief Executive Officer John Burns to execute a procurement contract to purchase the replacement launch ramp docks and enter into an Intergovernmental Agreement with the Oregon State Marine Board (OSMB).

BACKGROUND:

In August 2017, the Port and the Oregon State Marine Board entered into a grant agreement to perform repairs to the deteriorating launch ramp docks. This repair was expected to extend the life of the existing docks by about five years. The Port removed five of the existing dock pods to perform the repair but determined that the deterioration was worse than originally thought. A cooperative decision between the Port and OSMB was made to stop the repair process and work towards a complete replacement. As a result of this decision, the agreement was terminated, and an application was submitted to replace the floats with a new aluminum hull design.

The OSMB engineer estimates to build and install the new floats will be \$385,000.00 (with contingency). As a condition of the grant, the Board targets a 25% match from the grantee. The Port proposed a \$30,000.00 cash match and \$32,000.00 in-kind match (force labor) for the installation, contract administration, permitting, and management of the project.

The OSMB drafted a set of engineered construction drawings and specifications for a complete set of replacement floats. An RFQ was drafted and bids were requested from multiple vendors and advertised as required by local Contracting Rules on March 4, 2019.

Due to the dollar amount of this project, the Port is required to entered into an IGA with the OSMB. In 2007, the Port entered into a similar agreement following a complete rehabilitation of the Launch ramp facilities. This agreement has approximately eight years remaining before it sunsets. This new agreement will supersede the existing one. The IGA will require the Port to adhere to the terms of the agreement for a period of 20 years.

RECOMMENDED MOTION:

Authorize Chief Executive Officer John Burns to execute a procurement contract to purchase the new aluminum replacement launch ramp floats, and following legal review, enter into an Intergovernmental Agreement with the Oregon State Marine Board.

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

DATE: March 11, 2019

PROJECT TITLE: 2019Res08: Local Government Grant Application

ACTION REQUESTED: Commission authorization for Port Staff to apply for a Local Government Grant for Charleston Marina RV Park Rehabilitation.

BACKGROUND:

The Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program. This program is to award funds for outdoor park and recreation areas and facilities such as the Charleston Marina RV Park. The Oregon International Port of Coos Bay qualifies as an eligible applicant as a port district. The grant will be applied under the category of Rehabilitation Projects.

Port staff is seeking funding to replace 55 existing wooden picnic tables in the Charleston Marina RV Park, many of which are approaching 20 years of use, with 50 recycled plastic picnic tables and 5 recycled plastic ADA picnic tables. The primary goals of the project are: (1) to provide a better customer experience in the Charleston Marina RV Park to accommodate, (2) attract more types of tourists to Charleston, and (3) provide a long-term sustainable solution to upgrade current aging infrastructure while saving costs. The main objectives of the project are to reduce cost and time of maintenance, provide an impervious and cleanable surface, improve the appearance of the Charleston Marina RV Park, update old destination infrastructure, provide better customer service, increase environmental health and improve customer safety.

As one of the requirements for applying for the grant, the Oregon Parks and Recreation Department is requesting a “Resolution to Apply for Grant” approved by the Port’s Board of Commissioners.

RECOMMENDED MOTION:

Approve Resolution 2019Res08 authorizing Port Staff to apply for the Oregon Parks and Recreation Department Local Government Grant Program.

RESOLUTION 2019Res08

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

**RESOLUTION APPROVING A GRANT APPLICATION
TO OREGON PARKS AND RECREATION DEPARTMENT
LOCAL GOVERNMENT GRANT PROGRAM**

WHEREAS, the Oregon International Port of Coos Bay is a Port District organized and operated under Oregon Revised Statutes (ORS) 777, and

WHEREAS, the Oregon International Port of Coos Bay owns and operates the Charleston Marina RV Park, and

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program, and

WHEREAS, the Oregon International Port of Coos Bay desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements and enhancements, and

WHEREAS, the Board of Commissioners have identified improvements at the Charleston Marina RV Park as a high priority need to provide a better customer experience, attract more types of tourists to Charleston, and provide a long-term sustainable solution to upgrade current aging infrastructure, and

WHEREAS, the Oregon International Port of Coos Bay has available matching funds to fulfill its share of obligation related to this grant should the grant funds be awarded, and

WHEREAS, the Oregon International Port of Coos Bay will provide adequate funding for ongoing operations and maintenance of this park and recreation facility should the grant funds be awarded.

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Oregon International Port of Coos Bay approves and authorizes Port staff to apply for the Oregon Parks and Recreation Department Local Government Grant Program.

APPROVED and ADOPTED by the Board of Commissioners of the Oregon International Port of Coos Bay this 18th day of March 2019.

David Kronsteiner, President

Eric Farm, Vice President

Other

Informational Items

2019/20 Port Budget Planning Calendar


Budget Planning	
February 19	Appoint Budget Officer Megan Richardson
March 4	Operating Plan Prep Instructions & Budget Calendar Distributed to Department Heads
March 18	Operating Plans Due from Department Heads, Work Papers Distributed to Begin Budget Plan
March 4 - April 1	Finance Staff Provides Support for Operation Plans and Budget Plans
April 1	Budget Plans Due from Department Heads
April 1 – April 5	Finance Builds Draft Budget
April 8 – April 26	Review Draft Budget & Edit
April 29 – 30	Review final draft of proposed budget
April 29 – May 3	Create and Finalize Budget Message
May 1	Complete Proposed Budget
Charleston Advisory Committee Meetings	
TBD (week of April 22)	Regular Charleston Advisory Committee Meeting – Proposed Rates
Budget Committee Meetings	
TBD (week of May 6)	Post Notice of Budget Committee Meeting on Port website (posted at least 10 days prior)
TBD (week of May 6)	Publish Notice / Legal Ad of Budget Committee Meeting in the World (published at least 5 days prior)
TBD (week of May 6)	Provide Proposed Budget to Budget Committee (2 weeks prior to Budget Committee Meeting)
TBD (week of May 20)	1 st Budget Committee Meeting
TBD (week of May 20)	Publish Notice / Legal Ad (if needed) (published at least 5 days prior)
TBD (week of May 27)	2 nd Budget Committee Meeting (if needed)
Budget Hearing	
June 5	Submit LB-1 Notice of Hearing & Budget Summary to The World for publication (published at least 5 days prior)
June 17	Port Commission / Budget Hearing
June 24 tentative	Port Commission Budget Approval (if needed)
Post Adoption	
July 8	Submit LB-50 to Tax Assessor by July 15
September 23	Submit complete budget document to County Clerk by September 30

Port 6-Pager Handout

Front Cover




2nd Page Fold



Explore the Unlocked Potential

CHANNEL MODIFICATION PROJECT


The Oregon International Port of Coos Bay is working with the U.S. Army Corps of Engineers to deepen, widen, and lengthen the Coos Bay Federal Navigation Channel. The Port is currently in the process of completing the engineering and design phase, which includes a programmatic approach for long-term maintenance of the channel. The project is comprised of several proposed actions to improve navigation efficiency, which will reduce shipping transportation costs and accommodate the shipping industry's transition to larger, more efficient vessels. For decades cargo ships have increased in size. Expanding the channel from the existing -37' depth and 300' width to -45' depth and 450' width will accommodate larger cargo vessels' access to both existing and future marine terminals.






*\$92 million
LUMBER*

+




*\$101 million
WOOD CHIPS*

=



*One Percent of
\$22 billion
EXPORTS*



JORDAN COVE

The Port supports the Jordan Cove natural gas liquefaction and export terminal in Coos County which will serve markets around the Pacific Rim. Natural gas will be delivered to the terminal by a 229-mile pipeline from the Malin hub located in southern Oregon. The facility will produce 7.8 million tons of LNG, adding 120 additional vessel calls annually. This jump in annual volumes will increase prioritization for routine waterway maintenance by the U.S. Army Corps for the Coos Bay navigation channel. The Jordan Cove terminal will contribute to the economic health of the region, providing over 6,000 family-wage construction jobs and 200 family-wage permanent jobs after construction completion. It will be one of the largest-ever private investments in Oregon supporting schools, public safety, infrastructure and the modernization of Oregon International Port of Coos Bay. For more information, go to <https://www.jordancovelng.com/>.



The Fishermen's One-Stop Shop

-  **25.3 MILLION LBS OF 2018 COMMERCIAL FISH LANDINGS**
-  **\$34.2 MILLION IN 2018 COMMERCIAL FISH LANDINGS**
-  **HOME TO 250 COMMERCIAL FISHING VESSELS**
-  **\$260 MILLION IN 2017 VISITOR SPENDING IN COOS COUNTY**

- 7,000 Tons Commercial Ice Produced
- 450 Marina Slips
- 110 RV Park Spots
- 105 Open & Closed Storage Spaced
- 100 Metric Ton Travel Lift
- 6 Lane Boat Launch
- 3 Fish Cleaning Stations
- 3 Yurts
- 2 Pump Out Stations

A Working Waterfront

The Port owned and operated Charleston Marina is the heartbeat of the Charleston fishing village where fishermen can dock, load, unload, buy commercial grade ice, refuel and prepare vessels for sea. The marina is also a tourism destination and favored for boating, fishing, camping, hiking, whale watching, marathons, and taking in the Pacific Northwest culture.







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Left Inside Panel



Explore The Coos Bay Advantage

The Oregon International Port of Coos Bay is one of the largest natural deep draft harbors between San Francisco to the Puget Sound. With ready to develop waterfront property and accessible by rail, air, land and sea, the Port provides unique opportunities as an emerging gateway for Oregon and the nation.

The Port and the Coos Bay Rail Line (CBRL) offers bundling of services from sea to rail with the shortest navigation route (less than 60 min), more than 600 acres of industrially zoned waterfront property, and connectivity to the rail line, owned and operated by the Port. The reliability and cost-competitiveness of moving freight by rail is demonstrated by the sustained growth in loaded railcars shipped, as well as transportation cost savings. Since the Port reopened the line's carloads has tripled.

Shippers rely on CBRL to get their goods to both national and international markets. CBRL is a key transportation alternative to existing industries in southwestern Oregon and provides economic incentive to help attract new business to the region.



Reliability + Punctuality + Flexibility = Customer Satisfaction!

Middle Inside Panel

A History of Connecting Communities

1916 Southern Pacific completes construction of rail line between Coos Bay and Eugene. The community celebrated with a Railroad Jubilee.

2000 RailTex Inc. acquired by RailAmerica and Port of Coos Bay (Port) acquires Coos Bay Swing Span bridge.

2007 CORP Railroad embargoes the Coos Bay Rail Line. The Port begins work to acquire the line on behalf of southwest Oregon communities.

2009 Port finalizes purchase of 111 miles of the railroad. The Port pursues federal and state funds for long-term rehabilitation of line.

2011-13 Weekly rail service is restored from Eugene to North Spit. Service south of Coos Bay rail bridge to Coquille is restored.

2017-18 Completed spur at Green Hill Reload, LLC and CEDCO linking Willamette Valley timber companies to international export markets.

2018 The Port assumes operation of the railroad under Coos Bay Rail Line Inc.

Shippers are the key decision makers in transportation. They strive for a balance between supply chain costs and customer satisfaction in terms of reliability, punctuality and flexibility in how clients receive ordered goods. They are also more aware of increasing congestion on roadways and the cost of fuel associated with trucking. Railways have the capacity and potential to accommodate the projected growth of freight flows in a more sustainable way. The emphasis on measuring and reducing transport emissions is increasing, as shippers are called upon to report on the environmental impact of their supply chains. Recourse to navigation channels and railways together with adequate supply chain planning could improve environmental performance and reduce overall transport costs. As the only short line in Southwest Oregon, the Coos Bay Rail Line provides a critical connection to the rest of the world for Oregon products.

Access to the national railway network via Coos Bay Rail Line keeps the regional timber industry and other businesses in rural Oregon viable.

Right Inside Panel

\$220 million value of cargo transported annually

134-mile shortline railroad

Eugene

supports 1,000 jobs

Over 7,000 annual rail car loads

connects to the National Rail network

10 shippers

environmentally friendly

owned and operated by the Port of Coos Bay

Over \$90 million invested in rail rehabilitation

lumber and dairy feed products

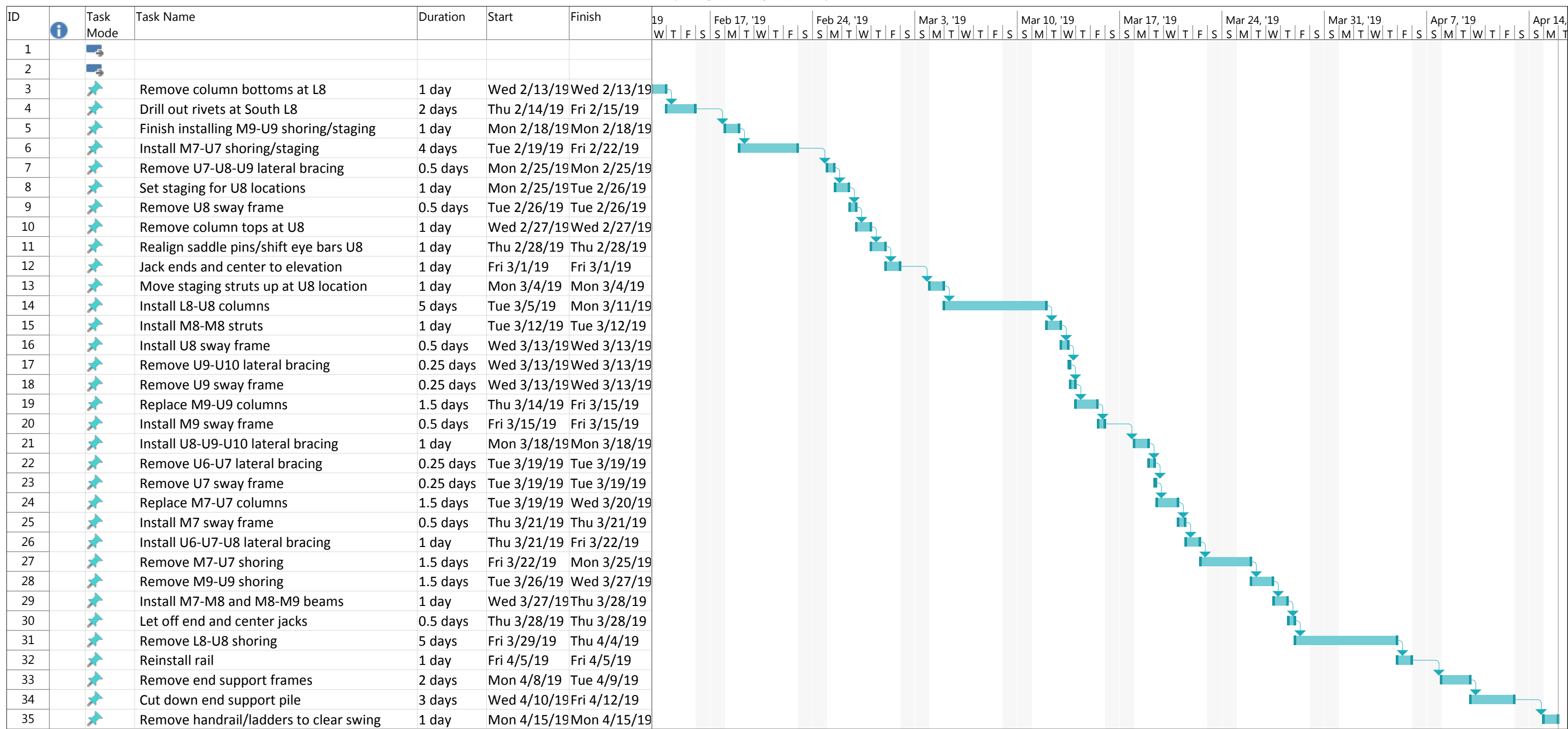
Coquille

Since 2000, the Port has exported approximately 30 million metric tons of cargo.

1 TRAIN is equal to 3.5 TRUCK LOADS

LANE
DOUGLAS
COOS

5



Project: 2-13 Schedule Update Date: Wed 2/13/19	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

Rail Road Tunnel Rehabilitation Schedule Phase I

Tunnel 15 (64% complete)

- Chipped existing shotcrete off steel sets to prepare for drain mat and steel mesh installation in a severely deteriorated section with numerous groundwater inflows. No pay items were completed this past week.

Tunnel 17 (99% complete)

- Placed 2,085 CWT (139 bags) of sanded cement grout to fill voids and reduce groundwater inflows inside the tunnel from Station 1+30 to 2+15.
- Remaining works consists of dental shotcrete repairs (about 5 cubic yards), drilling approximately 8 new drain holes, and tunnel clean up.

Tunnel 18 (100% complete) CBRL Phase 1 Tunnel Structural Rehab Weekly Report No.24

March 2019 2 McMillen Jacobs Associates

Tunnel 19 (76% complete)

- No production work this past week.

Tunnel 20 (35% complete)

- No production work this past week.

Tunnel 21 (50% complete)

- No production work this past week.

SCHEDULE

Contract Time = 577 Days

NTP = April 30, 2018

Contract Final Completion = November 28, 2019

LRL's estimated completion date = September 5, 2019 per most recent Update

Estimated % Complete by Earned Value = 58% per McMillen Jacobs calculation

Estimated % Complete by Contract Time = 54% (312 Days / 577 Days)

Rail Road Tunnel Rehabilitation Schedule Phase II

November 2018 – Two pre-qualified contractors bid on Ph. II Tunnel Rehab Project

January 2019 – Bids were received from Strider Construction and Stacy and Witbeck: Both Bids exceeded Port budget of \$14M – Following Port Commission Authorization, Intent to Award was sent to Strider as part of established Port Procurement Procedures.

February 13, 2019 – Value Engineering Negotiations conducted with Strider – unable to significantly reduce cost through value engineering effort.

February 21, 2019 – conducted discussion with MARAD in effort to request extended grant completion date from January 2020 to March 2021

March 6, 2019 – CEO sent official letter requesting grant extension from Ms. Judy Bowers of MARAD.

March 11, 2019 – if grant extension authorized, the estimated dates are represented: the original contract time was 343 days, the new contract if authorized will be 443 days.

Planned Phase 2 – Tunnel Drainage and Track work

	Start Date	End Date
Tunnel 18	9/16/2019	11/19/2019
Tunnel 17	11/27/2019	1/24/2020
Tunnel 21	2/3/2020	3/2/2020
Tunnel 20	3/3/2020	5/8/2020

Planned Phase 3 – Tunnel Drainage and Track work

	Start Date	End Date
Tunnel 19 – 6 months	5/11/2020	10/31/2020
Tunnel 15 - 3 months	6/8/2020	9/18/2020
Planned Construction Substantial Completion Date:		Planned 10/31/2020
Planned End of Period of Performance Date:		Planned 12/31/2020
Planned Project Closeout Date:		Planned 3/30/2021

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		-
April	636	2,098.8	618	2,039.4	582	1,920.6	574	1,894.2		-
May	446	1,471.8	646	2,131.8	727	2,399.1	623	2,055.9		-
June	644	2,225.2	653	2,154.9	721	2,379.3	594	1,960.2		-
July	693	2,286.9	529	1,745.7	593	1,956.9	602	1,986.6		-
Aug	573	1,890.9	645	2,128.5	601	1,983.3	602	1,986.6		-
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	1,076.00	3,550.80

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

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

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

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

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

Using 200,000 lbs/100 short tons as an average weight of commodity per rail car, the tonnage figures for the years 2011 through year to date 2019 are as follows:

2011-2013:	7,519	revenue car loads =	751,900	short tons
2014:	7,509	revenue car loads =	750,900	short tons
2015:	7,341	revenue car loads =	734,100	short tons
2016:	7,435	revenue car loads =	743,500	short tons
2017:	7,173	revenue car loads =	717,300	short tons
2018:	6,428	revenue car loads =	642,800	short tons
2019:	1,076	revenue car loads =	107,600	Short Tons

*The Coos Bay rail line was embargoed by the previous owner/operator in September 2007. The Port acquired the 111-miles of the line owned by RailAmerica, Inc. in spring 2009 through an order from the U.S. Surface Transportation Board at the completion of a Feeder Line Application process initiated in July 2008. The Port acquired the Union Pacific (UP) Railroad owned 23-mile section of the line through a negotiated agreement with UP in late December 2010.

Coos Bay Rail Line-CBRL is 123 days of injury-free as of March 4, 2019!