



M E M O R A N D U M

TO: Interested Parties

FROM: David Kronsteiner, President

DATE: October 13, 2020

SUBJECT: Port of Coos Bay Commission Meeting Notice

The **Board of Commissioners** of the Oregon International Port of Coos Bay will hold its Regular Commission Meeting at **3:00 p.m., Tuesday, October 20, 2020.**

Members of the public are invited to view the meeting live on our YouTube Channel at the following link: <https://www.youtube.com/channel/UC1bjT8ZDsQvHUVDSNNzKgSw>

If you would like to provide public comment during the meeting, please call the Administrative office at 541-267-7678 by 12 p.m. on Tuesday, October 20, 2020. Written comment will be accepted until 12 p.m. on Tuesday, October 20, 2020 by sending an email to portcoos@portofcoosbay.com with the subject line 'Public Comment'.

An **Executive Session** has also been scheduled on **Tuesday, October 20, 2020, immediately after the Commission Meeting**, as authorized under ORS 192.660(2), to:

- (d) conduct deliberations with person designated by the governing body to carry on labor negotiations;
- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (h) consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; and
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

DK/km

**OREGON INTERNATIONAL PORT OF COOS BAY
REGULAR COMMISSION MEETING**

3:00 p.m., Tuesday, October 20, 2020

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. Ice Plant Rebuild Project UpdateBrandon Collura

5. CONSENT ITEMS

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12. RECESS TO EXECUTIVE SESSION

13. ADJOURN

Consent Items

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
11:00 a.m., Thursday, July 16, 2020
125 Central Avenue, Coos Bay, Oregon 97420
Zoom Webinar

ATTENDANCE

Commission:

David Kronsteiner, President; Eric Farm, Vice President; and Brianna Hanson, Treasurer.

Bob Garcia, Secretary; and James Martin, Commissioner; were excused.

Staff:

John Burns, Chief Executive Officer; Brandon Collura, Charleston Harbormaster; Margaret Barber, Director of External Affairs; Mike Dunning, Director of Maritime Operations; Jake Jacobs, Director of Infrastructure Support Services; Rich Lopez, General Manager, Coos Bay Rail Line, Inc.; Krystal Moffett, Administrative Assistant; and Jim Coffey, Port Legal Counsel.

Media & Guests:

Geneva Varga, Scholarship Recipient; and Bill Hall.

1. CALL MEETING TO ORDER

President Kronsteiner called the meeting to order at 11:04 a.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. PORT PROJECT UPDATE

A. Ice Plant Rebuild Project Update, Harbormaster Brandon Collura

Brandon Collura stated that June concluded with the setting of the first-floor walls, joists, and structural steel work on the first-floor ceiling as well as preliminary work on the dock head building on the shore. This work included new cement footers being poured as well as the new foundation for the electrical building. As of July 1, the main equipment skids were lifted onto the second-floor inclusive of the compressor and LPR skids. The condenser lift took place on July 7. Pipe welding, electrical work, plumbing, and roofing are all on schedule for the week of July 13-18. The dock head building will have new electrical equipment installed shortly and will continue being framed and re-roofed as well.

The project is still on schedule for a completion date near the beginning of August. North Star will conduct professional training as part of their installation process. They are currently slated to be on site toward the end of July to begin powering up the facility.

A detailed look into the schedule shows all major components in place on the second floor by July 7. The last of the cement top slabs were poured on July 10. This week there are more subcontractors on site, including electrical, welding, and roofing. The latter part of the month will focus on tying all systems together and installing the new security cameras. The first week of August should see the powering up of the facility and then operations can resume shortly thereafter.

To date, there has been approximately \$5.383 million spent with a remaining budget of \$3.286 available. The estimated billing for the remainder of the project is coming in at about \$3 million. This estimate is inclusive of all subcontractor work to be completed this month. Completion of the project should be just under budget and within the timeline estimated.

B. Scholarship Award Presentation

President Kronsteiner stated the Port of Coos Bay began a scholarship program last year to support graduating seniors within the Port District. The Port's mission is to promote sustainable economic development that enhances the economy of southwestern Oregon and the State. One way to cultivate our local economy is to support the development of local youth and grow the workforce of tomorrow. Applicants were evaluated based on criteria including academic achievement, involvement in extracurricular activities and the community, and the expectation of future success in the academic setting.

This year, one student was selected who exemplifies academic success, as well as engagement in and commitment to the community. On behalf of the Port of Coos Bay, the Board of Commissioners is pleased to present the 2020 Port of Coos Bay Scholarship Award to Geneva Varga.

Geneva attended Winter Lakes High School and Southwestern Oregon Community College, and will attend Oregon State University this fall, transferring over 140 college credits with her. Geneva's goal is to receive two bachelor of science degrees (in environmental engineering and sustainability) in addition to minors in mathematics and Asian studies. Upon graduation as a bilingual engineer, Geneva envisions using her knowledge developed at the university along with her language skills and life experience to communicate more effectively with others and work alongside private and public agencies to revitalize our local economy while also sustaining our diverse environment. Congratulations to Geneva.

Geneva Varga thanked Commissioners for their support in her pursuit of helping the environment and being a good citizen of the community. President Kronsteiner stated Commissioners are pleased to offer her this scholarship.

5. CONSENT ITEMS

- A. Approval of June 18, 2020 Regular Commission Meeting and Budget Hearing Minutes
- B. Approval of June Invoices
- C. Approval of June Contracts Awarded

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners voted to approve the June 18, 2020 Regular Commission Meeting and Budget Hearing Minutes, June Invoices and June Contracts Awarded. **Motion Passed.**

6. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

7. ACTION ITEMS/REPORTS

A. 2020Res11: Railroad Capital Projects Surcharge Tariff

The Oregon International Port of Coos Bay owns and contracts for the operation of the Coos Bay rail line with Coos Bay Rail Line, Inc., a wholly owned nonprofit subsidiary of the Oregon International Port of Coos Bay. As owner of the rail line, the Port retains responsibility for capital repairs, rehabilitation, and replacement of the infrastructure on the rail line. Since acquiring the line the Port has undertaken a comprehensive capital rehabilitation campaign designed to restore and improve service to regional employers that ship and receive cargo by rail.

In 2013, the Port of Coos Bay instituted a surcharge fee on every revenue rail car transported on the Coos Bay Rail Line for the purpose of establishing a revenue stream to pay for debt service and other expenses related to the Port's acquisition of the rail line, as well as any capital repair and rehabilitation costs that are not covered by grant funds. Any fees not expended during the fiscal year collected are held in a reserve to be used for approved expenses in future fiscal years.

The existing surcharge fee (CBR 8500-A) has been in place since November 1, 2018 with no increase in 2019. The current fees range from \$50 to \$100, depending on the commodity shipped and the distance travelled on the rail line. The proposed fees range from \$52.50 to \$105.00, depending on the commodity shipped and the distance travelled on the rail line.

In order to meet future anticipated expenses related to the rail line, including the estimated \$520,000 in annual debt services for the purchase of the rail line which began in 2018, Port staff recommends that the fee be increased. After reviewing multiple scenarios related to the projected reserve fund balances for future years, Port staff is recommending a new Zone structure and increase in the surcharge fees, to be effective August 15, 2020.

Proposed Zone structure and 2020 rates are shown in Exhibit A, attached to the resolution included in the meeting packet.

Commissioner Hanson stated information regarding the competitive value of shipping options is good to keep up to date with to ensure that competitive advantage. John Burns stated Port staff will continue to ensure that the environment created does not encourage customers to leave the rail line in favor of other transportation options.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to approve Resolution 2020Res11 authorizing Coos Bay Rail Line, Inc. to issue the revised and updated Capital Projects Surcharge Tariff for 2020. **Motion Passed.**

B. 2020Res12: Amended Charleston Marina Rate Schedule for FY 2020/21

Throughout the rebuild process of the Charleston Ice Plant, Port Staff collected rates for commercial grade flake ice from 19 ice making facilities who provide ice to commercial fishing fleets between San Francisco and the Puget Sound. Between private and public enterprises, it was determined that the average price per ton for this product was \$91 with a median price of \$80. The Charleston Marina Ice Plant specifically provides several services and a production capacity that put it in the top tier of facilities along the West Coast.

Taking into account the current market research data as well as the costs required to repay the various loan obligations to rebuild the ice plant, the recommended motion is to increase pricing across all ice and ice dock services.

The proposed red lined amended 2020/21 Charleston Marina Rate Schedule was attached to the resolution included in the meeting packet.

The Rate Schedule may be modified by Resolution of the Port Commission. Upon approval by the Board, the proposed amended 2020/21 Charleston Marina Rate Schedule will become effective July 16, 2020.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to approve Resolution 2020Res12 revising the Charleston Marina Rate Schedule, amended to include the rates for ice and ice dock services, as presented for Fiscal Year 2020/21. **Motion Passed.**

8. OTHER

9. COMMISSION COMMENTS

10. NEXT MEETING DATE – Thursday, August 20, 2020, 11:00 a.m.

11. ADJOURN

President Kronsteiner adjourned the meeting at 11:21 a.m.

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
SPECIAL COMMISSION MEETING
3:30 p.m., Monday, September 21, 2020
Port of Coos Bay, 125 Central Avenue, Coos Bay, Oregon 97420
Zoom Webinar

ATTENDANCE

Commission:

David Kronsteiner, President; Brianna Hanson, Treasurer; and Bob Garcia, Secretary. Eric Farm, Vice President was excused.

Staff:

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Mike Dunning, Director of Maritime Operations and Asset Management; Krystal Moffett, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

Media & Guests:

Nick Edwards; Maeora Mosieur; Ty Cutting; Yelena Nowak, Oregon Trawl Commission; and Rex Leach.

1. CALL MEETING TO ORDER

President Kronsteiner called the meeting to order at 3:36 p.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

Ty Cutting, stated he is concerned about the price increase at the Ice Plant, from \$75 to \$91 per ton. He said \$91 is nowhere near the price of other facilities on the Oregon Coast and a 21% increase. Mr. Cutting stated vessels might be better off becoming more self-sufficient as this increase is difficult to afford and that the price increase is not feasible at this time for his operation.

Rex Leach, stated he does not buy all of his ice from the Port; he has three boats in the harbor and fishes for Hallmark Fisheries. He said the current situation with COVID-19 and the market downturn has production down by 50%; shrimp prices are down 38% and groundfish are also down accordingly. Hallmark in the past would take three deliveries per week of groundfish and they are down to one. He said the money is just not there for the fleet at this time. On the occasion that Hallmark breaks down and Mr. Leach needs to purchase ice from the Port, he said the new rate increase would be devastating. The increase of approximately 20% with a profit margin of only 10-12% in the current

market situation will be devastating to small fleets. Mr. Leach stated he wanted to bring this issue to light and hopes to work together for a solution.

Yelena Nowak, stated the Oregon Trawl Commission is one of 23 state commodity commissions established through legislative assembly representing the commercial trawl fleet, which includes Oregon pink shrimp and ground fish. Ms. Nowak thanked the Port for the proactive approach with the Ice House project; at the same time, there is concern about the price of the ice. She said the 21% increase is not something the fleet can absorb easily, especially in a COVID year.

Ms. Nowak explained the value lost to the fleet coastwide this year: in sablefish has been 69%, Oregon pink shrimp lost 22%, rockfish lost 39% and dover sole lost 36%. Just these four species equal more than \$10 million lost. The volume is down 48% on sablefish as well as value. Oregon pink shrimp is the only species that increased in volume. Ms. Nowak stated production at the local Hallmark plant is down by 50%.

She said Charleston is the third largest fishing port in Oregon, but there are challenges in the industry such as higher costs this year, not much production, and infrastructure has been reduced. It is extremely important to try and keep the costs as neutral as possible, especially in the downturn years.

Ms. Nowak said that although the landings and value are down, there is a new initiative at some processors related to the quality, as they are requiring the fleet to purchase more ice, while on strict rotation and trip limits so the fleet is catching less and also getting paid less, while the costs remain high. She said the business of fishing is tough and the margins are thin. Ms. Nowak shared appreciation for working together on this issue and thanked the Port for the willingness to find a mutually beneficial solution for all.

4. ACTION ITEMS/REPORTS

A. Authorization to Execute BUILD Grant Agreement

Under previous Commission authorization, Port staff submitted a grant application to the 2018 BUILD grant program. The Port's application for the CBRL Bridge Rehabilitation Project was selected for award in December 2018. The BUILD Grant funds will be used to rehabilitate or replace bridge infrastructure at various locations within the rail corridor. These locations have been determined to be strategic and in the greatest need of repair or replacement due primarily to deferred maintenance and current FRA Bridge Safety Standards. The bridges identified in this application are near or past the end of their useful life and repairs or replacement of the existing structures are necessary to continue safe and reliable service on the entire line. The total project cost is estimated at \$25 million. The BUILD grant will cover \$20 million and was matched with \$5 million in lottery backed bonds authorized by the Oregon Legislature in 2019. Due to short falls in lottery bond revenues because of COVID-19, the state determined it would be unable to issue lottery bonds this biennium. Subsequently, the Port worked with the state of Oregon to secure the \$5 million match through Connect Oregon Funds in 2020.

Port staff worked with USDOT MARAD grant team members to finalize the project scope, schedule, and budget information in July to prepare the initial draft grant agreement concurrent with the NEPA

certification efforts. The MARAD team has finalized internal draft requirements and approvals and a final draft agreement has been submitted to the Port for signature.

Upon receipt of the final draft grant document, staff submitted the grant agreement for legal review, and began conducting an internal technical scope, schedule, and budget review. The grant agreement must be ready to execute by the end of September upon completion of these reviews.

Upon a motion by Commissioner Garcia (second by Commissioner Hanson), the Board of Commissioners motioned to conditionally authorize Port Chief Executive Officer John Burns to execute the Grant Agreement between the Port and USDOT Maritime Administration for the 2018 BUILD grant covering the CBRL Bridge Rehabilitation Project upon completion of final legal and staff reviews. **Motion Passed.**

5. **OTHER**

6. **COMMISSION COMMENTS**

7. **NEXT MEETING DATE** – Tuesday, October 20, 2020, 3:00 p.m.

8. **ADJOURN**

President Kronsteiner adjourned the meeting at 3:50 p.m.



M E M O R A N D U M

To: John Burns, Chief Executive Officer
From: Megan Richardson, Director of Finance & Accounting
Date: October 13, 2020
Subject: Invoices Paid for Commission Approval through September 2020

A/P checks issued per NetSuite financial system	2,498,597.41
Payroll disbursement per Umpqua Bank statement	125,302.00
Misc electronic disbursements per Umpqua Bank statement	3,473,820.64
Total July Disbursements	<u>\$ 6,097,720.05</u>
A/P checks issued per NetSuite financial system	1,769,674.29
Payroll disbursement per Umpqua Bank statement	122,507.81
Misc electronic disbursements per Umpqua Bank statement	1,455,729.28
Total August Disbursements	<u>\$ 3,347,911.38</u>
A/P checks issued per NetSuite financial system	2,088,927.24
Payroll disbursement per Umpqua Bank statement	221,187.07
Misc electronic disbursements per Umpqua Bank statement	1,250,601.35
Total September Disbursements	<u>\$ 3,560,715.66</u>
Total July, August, and September Disbursements	<u>\$ 13,006,347.09</u>



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Megan Richardson, Accounting Manager

DATE: October 13, 2020

SUBJECT: July, August, and September Contracts Awarded

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

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

Contract	Description	Cost
Stantec Consulting	Task Order 35: On Call Engineering Services FY 2020/21	\$50,000.00
Oregon Alarm	RV Park TV Hardware Installation	\$14,860.00
J.E. McAmis	Dredging Point Adams 2020	\$30,000.00
Total Contracts Awarded for this period:		\$94,860.00



M E M O R A N D U M

TO: Port of Coos Bay Board of Commissioners
FROM: Lanelle Comstock, Chief Administrative Officer
DATE: October 13, 2020
SUBJECT: 2020 SDIS Best Practices Program – Property / Casualty Insurance Credits

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

This year, there are five opportunities to earn up to 10% toward the total discount:

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

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

- 2. Harassment Checklist (2%)** – *The Harassment Checklist must be completed.*

Please see the completed Harassment Checklist in the SDIS 2020/21 Best Practices Survey following this memo.

- 3. Harassment Policy (2%)** – *The Port must have adopted a harassment policy that includes the new changes in the law.*

Port Personnel Policy 14.9, Non-Discrimination and Anti-Harassment/Violent, was revised to comply with Senate Bill 479 and adopted by the Port Commission at the December 16, 2019 Commission Meeting.

- 4. Online Training (2%)** – *A Harassment online training course, provided by SDAO, must be completed.*

Lanelle Comstock successfully completed the Harassment online training, August 26, 2020.

- 5. SDAO/SDIS Training (2%)** – *At least one Port staff or board member must attend an SDAO/SDIS webinar, regional training or conference during the 2020 policy year.*

Multiple employees have attended SDAO webinars throughout the policy year.

Upon submission of the credit request, I must certify that the Oregon International Port of Coos Bay Board of Commissioners has reviewed and approved the submitted requirements.

Home > Oregon International Port of Coos Bay > Best Practices Survey > Edit

SDIS 2020/2021 Best Practices Survey

Save Cancel Print

SDIS 2020/2021

Entity Name **Contact Name**

Contact Email **Contact Phone**

Total Discount %

	Check Yes if completed	Yes	Help	More Information
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Affiliate Membership - 2% Credit. Is your organization a member of:

1 Oregon Fire District Directors Association (OFDDA)?

2 Oregon Fire Chiefs Association (OFCA)?

3 Oregon Water Resources Congress (OWRC)?

4 Oregon Mosquito and Vector Control Association?

5 Oregon Recreation and Park

- Home
- Property Casualty
- Workers' Comp
- Employee Benefits
- Claims
- RMIS
- Forms
- Entity Reports
- Best Practices
- Member Services Log
- Resources

	Association (ORPA)?	<input type="checkbox"/>
6	Oregon Public Ports Association (OPPA)?	<input type="checkbox"/>
7	Oregon Association of Clean Water Agencies (ORACWA)?	<input type="checkbox"/>
8	Oregon Association of Conservation Districts (OACD)?	<input type="checkbox"/>
9	Cemetery Association of Oregon?	<input type="checkbox"/>
10	Oregon APCO-NENA?	<input type="checkbox"/>
11	Oregon Transit Association (OTA)?	<input type="checkbox"/>
12	Oregon People's Utility Districts Association (OPUDA)?	<input type="checkbox"/>
13	Oregon Association of Water Utilities (OAWU)?	<input type="checkbox"/>
14	Oregon Library Association (OLA)?	<input type="checkbox"/>
15	Oregon Economic Development District Association (OEDD)?	<input type="checkbox"/>
16	Oregon PRIMA?	<input checked="" type="checkbox"/>
17	Oregon Association of Hospitals and Health Systems (OAHHS)?	<input type="checkbox"/>
18	Oregon Association Chiefs of Police (OACP)?	<input type="checkbox"/>
19	Oregon Rural Health Association (ORHA)?	<input type="checkbox"/>

Harassment Checklist - 2% Credit

20	Has your district developed and implemented a procedure for employees to report incidents of harassment, discrimination or retaliation?	
21	Does your district have a follow up	

process after a report was made or taken?

22 Does your district have an established internal investigation procedure?

23 Does your district have a documentation procedure when handling the report of an incident of harassment, discrimination or retaliation?

Harassment Policy - 2% Credit

24 Has your district adopted a written harassment policy that seeks to prevent workplace harassment required by the new changes in the law from Senate Bill 479?

Online Training - 2% Credit. To receive credit, you must complete the following online course:

25 Has your organization completed the SafePersonnel Harassment Training?

SDAO-SDIS Training - 2% Credit. Has a representative from your organization attended:

26 2020 SDAO Annual Conference? (Pre-conference sessions are also eligible.)

27 SDAO/SDIS regional trainings?

28 SDAO/SDIS onsite risk management training conducted by SDAO risk management staff or management consulting staff during the current policy year (2020)?

29 SDAO/SDIS webinar conducted by SDAO staff during the current policy year (2020)?



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Community Giving Committee
DATE: October 13, 2020
SUBJECT: Community Giving Recommendation

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

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

Community Giving Donations	Amount
Coos County Sheriff K-9 Fundraiser	\$200
Total:	\$200



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Margaret Barber, Director of External Affairs

DATE: October 13, 2020

SUBJECT: Approval of New Month-to-Month Leases

Port staff were approached by Kaya C, LLC, a commercial fishing enterprise operating out of the Charleston Marina Complex to lease the old maintenance shop space at 90360 Guano Rock Lane for use as storage space related to its commercial fishing business. The space is located at the far end of the Port-owned bank of storage units and was previously utilized by Port staff as a maintenance shop and was later leased for a period of a month to another fishing operation located in Charleston. This space is industrial in nature and well suited for the proposed use.

Port staff were approached by Teresa Montes and Russ Bryson, DBA Seabasket Restaurant to amend their existing lease agreement to include month-to-month rental of the vacant lot adjacent to the restaurant. The lot has previously been unutilized in the Charleston Marina Complex. Due to social distancing requirements related to the COVID-19 pandemic, the Seabasket is looking to expand their business appeal by offering an outdoor seating option. The lot will be fenced to enclose the area, with Port staff approval of all proposed improvements. The Seabasket Restaurant is located at 63502 Kingfisher in Charleston, Oregon and has held a restaurant presence in the Marina complex for over 3 decades.

Management Reports



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
 FROM: Lanelle Comstock, Chief Administrative Officer
 DATE: October 13, 2020
 SUBJECT: Administrative Services Management Report

Upcoming Scheduled Meetings and Events:

- October Regular Commission Meeting: Tuesday, October 20, 3:00 pm
- Veteran’s Day (offices closed): Wednesday, November 11
- November Regular Commission Meeting: Tuesday, November 17, 3:00 pm

Regularly Scheduled Port Commission Meetings: Due to scheduling conflicts amongst our Board members and Staff, the Regularly Scheduled Port Commission Meetings have changed from the third Thursday at 11:00am to the **third Tuesday at 3:00pm.** Until informed otherwise by the Governor, public meetings will continue to be held virtually.

2020 SDIS Best Practices Program: Included in this month’s Consent Items within the Commission Packet is a memo regarding the 2020 SDIS Best Practices Program. Each year, the Port of Coos Bay participates in the Special Districts Insurance Services (SDIS) Best Practices Program to receive a credit on the following year’s contributions for general liability, auto liability, and property insurance. The purpose of the program is to assist districts with implementing best practices to mitigate risk in areas of high exposure. This year, the Port fulfilled all five opportunities to earn a total of 10% off the 2020 SDIS general liability, auto liability, and property insurance premiums. The amount is estimated to be around **\$10,000** of savings!!

Insurance Renewals: The Port and CBRL has renewed the following insurance policies:

Insurance Policy	Expiring Annual Premium	Renewal Annual Premium
Fidelity Bond (Public employee dishonesty, fraud, theft, embezzlement and forgery)	\$514.00	\$514.00
Railroad General Liability	\$105,040.39	\$123,059.51
Railroad Locomotives (Physical loss or damage to owned or leased locomotives)	\$20,617.31	\$17,244.48
Railroad Public Officials Liability / Employment Practices Liability	\$19,178.97	\$19,178.97



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Director of Finance
DATE: October 13, 2020
SUBJECT: Accounting & Finance Management Report

We hereby present August and August Year-to-Date [02 months] financial results for the Port.

Operating Revenue:

Total operating revenues were \$295K which was \$14K less than budget. All departments were at or better than plan except Port Operations and Rail Operations. Port Ops fell below budgeted revenues due to the timing of property agreements which are allocated evenly across twelve months. Rail Operations lease revenue fell short due to the timing of lease agreement negotiations and a lower than projected CPI across all renewing agreements.

Operating Expense:

Operating expenses totaled \$296K, which was \$80K less than budget. All departments remained within budget this month.

Operating Result:

The Port ended August with a \$696.00 deficit against a planned deficit of \$67K which is better than plan by \$66K. All departments performed better than plan except for Port Operations and Rail Operations. This result is due to lower revenues for the period and the management of expenses.

Other Income & Expense:

Total other revenues totaled \$41K, which is greater than budget by \$18K. Taxes collected this month are increased due to collection of current and prior years' taxes exceeding budget estimate. Financial income has not met budget projections due to a lower than anticipated LGIP balance and lower interest rates. The greatest impact to other revenue is the \$22K insurance claim funds received for the damage to the backhoe. Other expenses totaled \$8K in August, which was \$77K less than plan. This is due to the timing of capital projects.

Net Result & Year to Date:

August net result amounted to a net gain of \$32K compared to a budgeted net loss of \$129K resulting in a \$161K positive variance. Year to date net result amounted to a gain of \$48K compared to a budgeted loss of \$270K resulting in a positive variance of \$318K. This variance underscores the importance of achieving a strong topline, in addition to managing operating expenses well.

Other comments:

The total cash balances in all bank accounts at September month end were \$2,497,936.88 which is a decrease of \$392K from August, with interest earnings of \$1,504.49. 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 1.00% pa. The projected interest rates have fallen short due to the decrease in the Pool's interest rate and the decrease of funds reserved in the pool.

The Finance department is currently completing audit field work with the Moss Adams auditors. They are completing the field work virtually this year due to COVID-19. With the exception of seeing the auditors face to face, most of the process has remained the same. The Finance team has uploaded requested items through the Moss Adams online portal just as we have done in previous years. We anticipate completing the audit on time despite the circumstances.

Financial Report - Actual vs. Budget - General Fund
For Period Ending Aug 2020



		Current Period				Same Month Last Year			Year to Date				Year End					
		Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
		Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
1	Operating Income																	
2	Administration	1,360	1,360	(0)	0%	1,360	0	0%	2,720	2,720	(0)	(0%)	2,720	0	0%	25,036	25,036	(0%)
3	External Affairs	10	33	(23)	(70%)	150	(140)	(93%)	57	67	(10)	(14%)	190	(133)	(70%)	390	400	(2%)
5	Port Operations	14,941	20,411	(5,469)	(27%)	61,316	(46,375)	(76%)	31,836	40,821	(8,985)	(22%)	124,474	(92,637)	(74%)	235,941	244,926	(4%)
6	Railroad Operations	79,055	92,311	(13,256)	(14%)	82,271	(3,216)	(4%)	162,130	174,285	(12,156)	(7%)	154,978	7,152	5%	868,254	880,410	(1%)
8	Charleston Operations																	
9	Building & Dock Leases	16,864	18,333	(1,470)	(8%)	15,790	1,073	7%	33,877	36,667	(2,790)	(8%)	31,581	2,296	7%	217,210	220,000	(1%)
11	Marina	97,184	89,953	7,232	8%	106,362	(9,177)	(9%)	177,121	175,003	2,118	1%	187,734	(10,613)	(6%)	1,029,778	1,027,660	0%
12	Shipyards	23,658	21,050	2,608	12%	16,155	7,503	46%	44,670	42,100	2,570	6%	32,550	12,120	37%	255,170	252,600	1%
13	RV Park	55,207	59,507	(4,299)	(7%)	58,202	(2,995)	(5%)	106,948	113,772	(6,824)	(6%)	111,267	(4,319)	(4%)	330,676	337,500	(2%)
14	Ice Plant	0	0	0	-	55,585	(55,585)	(100%)	0	0	0	-	103,398	(103,398)	(100%)	300,365	300,365	0%
16	Travel Lift	4,102	5,000	(898)	(18%)	4,962	(859)	(17%)	9,377	10,000	(623)	(6%)	8,053	1,324	16%	59,377	60,000	(1%)
17	Other	2,530	542	1,988	367%	6,507	(3,977)	(61%)	4,366	1,083	3,282	303%	10,298	(5,932)	(58%)	9,782	6,500	50%
18	Total Charleston Operations	199,546	194,385	5,161	3%	263,563	(64,017)	(24%)	376,360	378,625	(2,266)	(1%)	484,880	(108,521)	(22%)	2,202,359	2,204,625	(0%)
19	Total Operating Income	294,912	308,499	(13,588)	(4%)	408,659	(113,748)	(28%)	573,102	596,518	(23,416)	(4%)	767,241	(194,139)	(25%)	3,331,981	3,355,397	(1%)
21	Operating Expenses																	
22	Administration	104,092	138,435	34,343	25%	506,379	402,287	79%	189,071	276,870	87,799	32%	753,699	564,628	75%	1,693,966	1,781,765	5%
23	External Affairs	19,638	22,384	2,746	12%	27,557	7,918	29%	37,195	44,768	7,573	17%	57,930	20,735	(36%)	271,365	278,938	(3%)
24	Port Development	21,499	26,058	4,559	17%	25,272	3,774	15%	39,783	52,116	12,333	24%	44,884	5,101	(11%)	326,101	338,434	(4%)
25	Port Operations	11,496	15,021	3,525	23%	20,757	9,261	45%	19,893	30,042	10,149	34%	41,462	21,569	(52%)	180,960	191,109	(5%)
26	Railroad Operations	3,107	13,481	10,375	77%	14,450	11,344	79%	6,463	26,963	20,499	76%	25,384	18,921	(75%)	141,276	161,775	(13%)
28	Charleston Operations	135,776	160,020	24,244	15%	189,826	54,050	28%	245,299	320,040	74,741	23%	355,330	110,031	(31%)	1,923,293	1,998,034	(4%)
29	Total Expenses	295,607	375,399	79,792	21%	784,241	488,634	62%	537,704	750,799	213,095	28%	1,278,689	740,985	58%	4,536,961	4,750,055	4%
31	Operating Results																	
32	Administration	(102,732)	(137,075)	34,343	(25%)	(505,019)	402,287	(80%)	(186,351)	(274,150)	87,799	(32%)	(750,980)	564,628	(75%)	(1,668,931)	(1,756,729)	(5%)
33	External Affairs	(19,628)	(22,351)	2,722	(12%)	(27,407)	7,778	(28%)	(37,138)	(44,701)	7,563	(17%)	(57,740)	20,602	(36%)	(270,974)	(278,538)	(3%)
34	Port Development	(21,499)	(26,058)	4,559	(17%)	(25,272)	3,774	(15%)	(39,783)	(52,116)	12,333	(24%)	(44,884)	5,101	(11%)	(326,101)	(338,434)	(4%)
35	Port Operations	3,446	5,390	(1,944)	(36%)	40,559	(37,113)	(92%)	11,943	10,779	1,164	11%	83,012	(71,069)	(86%)	54,981	53,817	2%
36	Railroad Operations	75,948	78,830	(2,882)	(4%)	67,821	8,127	12%	155,666	147,323	8,344	6%	129,593	26,073	20%	726,978	718,635	1%
38	Charleston Operations	63,769	34,364	29,405	86%	73,737	(9,967)	(14%)	131,061	58,585	72,476	124%	129,550	1,510	1%	279,067	206,591	35%
39	Totals Operating Results	(696)	(66,900)	66,204	(99%)	(375,582)	374,886	(100%)	35,398	(154,281)	189,679	(123%)	(511,448)	546,846	(107%)	(1,204,980)	(1,394,659)	(14%)
41	Tax Collected	9,638	8,019	1,619	20%	9,797	(159)	(2%)	36,999	32,721	4,279	13%	30,149	6,850	23%	2,645,884	2,641,605	0%
42	Financial Income	8,776	8,874	(97)	(1%)	13,667	(4,890)	(36%)	17,676	17,748	(71)	(0%)	28,667	(10,990)	(38%)	118,416	118,487	(0%)
43	Grant Income	0	5,400	(5,400)	(100%)	5,175	(5,175)	(100%)	790	5,400	(4,610)	(85%)	6,140	(5,350)	(87%)	27,790	32,400	(14%)
45	Other Income	22,349	0	22,349	-	30,400	(8,051)	(26%)	22,349	0	22,349	-	30,490	(8,141)	(27%)	868,924	846,575	3%
46	Total Other Income	40,763	22,293	18,470	83%	59,038	(18,275)	(31%)	77,815	55,868	21,947	39%	95,446	(17,630)	(18%)	3,661,014	3,639,067	1%
48	Financial Expenses & Taxes	3,373	4,633	1,261	(27%)	2,651	(722)	27%	5,926	10,017	4,091	(41%)	5,431	(495)	9%	46,509	50,600	8%
49	Debt Service	4,918	23,812	18,895	(79%)	4,298	(620)	14%	13,900	47,625	33,725	(71%)	10,688	(3,212)	30%	1,480,083	1,513,808	2%
50	Capital Outlays	0	56,667	56,667	(100%)	18,102	18,102	(100%)	45,048	113,333	68,285	(60%)	20,759	(24,289)	117%	611,715	680,000	10%
52	Total Other Expenses	8,291	85,112	76,822	(90%)	25,051	16,760	(67%)	64,875	170,975	106,100	(62%)	36,879	(27,996)	76%	2,138,308	2,244,408	(5%)
54	Net Result	31,777	(129,720)	161,496	124%	(341,595)	373,372	(109%)	48,338	(269,387)	317,726	118%	(452,882)	501,220	111%	317,726	0	(138141556%)

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date					Year End				
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	360	360	(0)	0%	360	0	0%	720	720	(0)	0%	720	0	0%	4,974	4,974	0%
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	2,000	2,000	0	0%	2,000	0	0%	12,000	12,000	0%
4290 Other	0	0	0	-	0	0	-	0	0	0	-	0	0	-	8,062	8,062	0%
Total Operating Income	1,360	1,360	(0)	0%	1,360	0	0%	2,720	2,720	(0)	0%	2,720	0	0%	25,036	25,036	0%
Expenses																	
Personnel Services																	
5005 Salaries	51,690	51,437	(252)	0%	41,823	(9,867)	-24%	83,828	102,875	19,047	19%	71,750	(12,078)	-17%	649,840	668,887	3%
5010 Other compensation	0	1,119	1,119	100%	0	0	-	0	2,238	2,238	100%	0	0	-	52,228	54,466	4%
5015 Overtime	0	38	38	100%	0	0	-	0	75	75	100%	0	0	-	414	489	15%
5050 Merit Pool	0	1,305	1,305	100%	0	0	-	0	2,609	2,609	100%	0	0	-	14,357	16,966	15%
Total Compensation	51,690	53,899	2,209	4%	41,823	(9,867)	-24%	83,828	107,797	23,969	22%	71,750	(12,078)	-17%	716,840	740,808	3%
5100 Federal Payroll taxes	3,793	3,755	(38)	-1%	2,993	(800)	-27%	6,085	7,510	1,425	19%	5,242	(843)	-16%	47,405	48,830	3%
5105 State Payroll taxes	11	0	(11)	-	10	(1)	-7%	17	0	(17)	-	17	(1)	-4%	17	0	-
5110 Unemployment Insurance	432	698	266	38%	261	(171)	-65%	663	1,397	734	53%	452	(210)	-47%	8,346	9,080	8%
5115 Workers compensation	104	111	7	6%	85	(19)	-23%	209	223	14	6%	170	(39)	-23%	1,434	1,448	1%
Total Payroll Taxes	4,339	4,565	225	5%	3,349	(991)	-30%	6,974	9,129	2,156	24%	5,881	(1,093)	-19%	57,202	59,358	4%
5200 Medical insurance	7,684	6,753	(931)	-14%	3,927	(3,757)	-96%	15,368	13,506	(1,862)	-14%	3,927	(11,441)	-291%	89,676	87,814	-2%
5205 Dental insurance	668	1,144	476	42%	668	(0)	0%	1,590	2,287	697	30%	1,335	(255)	-19%	14,175	14,872	5%
5215 Term life insurance	70	85	15	17%	648	578	89%	456	170	(286)	-169%	964	508	53%	1,390	1,104	-26%
5220 Long Term Disability insurance	241	304	63	21%	0	(241)	-	241	608	367	60%	0	(241)	-	3,586	3,953	9%
5225 PERS Employer Contributions	8,304	10,399	2,095	20%	7,434	(870)	-12%	16,517	20,798	4,281	21%	14,862	(1,655)	-11%	130,948	135,229	3%
5230 PERS Employee Contributions	2,610	3,167	557	18%	2,337	(274)	-12%	5,191	6,334	1,142	18%	4,671	(520)	-11%	40,039	41,181	3%
Total Insured Benefits	19,578	21,851	2,274	10%	15,014	(4,564)	-30%	39,364	43,703	4,339	10%	25,760	(13,604)	-53%	279,814	284,153	2%
Total Personnel Services	75,607	80,315	4,708	6%	60,185	(15,422)	-26%	130,166	160,629	30,463	19%	103,391	(26,775)	-26%	1,053,856	1,084,319	3%
Goods & Services																	
6005 Seminars & training	0	322	322	100%	0	0	-	0	643	643	100%	650	650	100%	3,217	3,860	17%
6010 Educational reimbursement	0	0	0	-	0	0	-	0	0	0	-	582	582	100%	0	0	-
Total Staff Training	0	322	322	100%	0	0	-	0	643	643	100%	1,232	1,232	100%	3,217	3,860	17%
6020 Travel - airfare	0	83	83	100%	0	0	-	0	167	167	100%	0	0	-	833	1,000	17%
6025 Travel - lodging & transportation	0	242	242	100%	358	358	100%	0	483	483	100%	358	358	100%	2,417	2,900	17%
6030 Travel - Per Diem & mileage reimbursement	0	63	63	100%	134	134	100%	0	125	125	100%	402	402	100%	625	750	17%
6035 Meals & Entertainment	43	233	190	82%	99	56	56%	43	467	424	91%	749	706	94%	2,376	2,800	15%
Total Travel & Entertainment	43	621	578	93%	590	547	93%	43	1,242	1,199	97%	1,508	1,465	97%	6,251	7,450	16%
6050 Office supplies	423	750	327	44%	899	477	53%	977	1,500	523	35%	1,917	939	49%	8,477	9,000	6%
6055 Kitchen supplies	161	355	193	54%	405	244	60%	345	709	365	51%	636	292	46%	3,891	4,256	9%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

Fund: General Fund

Department: Administration

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Administration	Current Period				Same Month Last Year			Year to Date						Year End			
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6060 IT supplies	0	667	667	100%	250	250	100%	23	1,333	1,310	98%	444	421	95%	6,690	8,000	16%
6070 Postage & courier services	0	433	433	100%	754	754	100%	400	867	467	54%	1,287	887	69%	4,733	5,200	9%
6080 Office lease	7,927	8,092	164	2%	7,726	(201)	-3%	15,855	16,183	329	2%	15,453	(402)	-3%	96,771	97,100	0%
6085 Office equipment lease	0	178	178	100%	0	0	-	0	357	357	100%	0	0	-	1,783	2,140	17%
6087 Office equipment repairs & maintenance	188	375	187	50%	348	159	46%	365	750	385	51%	503	137	27%	4,115	4,500	9%
6090 IT SW subscriptions & licenses	9,326	11,018	1,692	15%	8,837	(489)	-6%	18,453	22,037	3,583	16%	17,432	(1,021)	-6%	128,637	132,220	3%
6095 Commission expenses	0	208	208	100%	622	622	100%	0	417	417	100%	913	913	100%	2,083	2,500	17%
Total Office Expense	18,026	22,076	4,050	18%	19,842	1,816	9%	36,418	44,153	7,735	18%	38,584	2,166	6%	257,181	264,916	3%
6100 Telephone - landline	383	450	67	15%	374	(8)	-2%	812	900	88	10%	768	(44)	-6%	5,312	5,400	2%
6105 Telephone - mobile	524	780	256	33%	480	(44)	-9%	956	1,560	604	39%	1,102	146	13%	8,756	9,360	6%
6110 Internet services	604	608	5	1%	604	0	0%	1,207	1,217	9	1%	1,207	0	0%	7,291	7,300	0%
6115 Cable TV	50	50	0	0%	55	6	10%	100	100	0	0%	111	11	10%	600	600	0%
6130 Electricity	490	625	135	22%	597	106	18%	1,021	1,250	229	18%	1,142	121	11%	7,271	7,500	3%
Total Utilities	2,050	2,513	463	18%	2,110	59	3%	4,096	5,027	930	19%	4,330	234	5%	29,230	30,160	3%
6200 Temporary/Contract help	3,268	2,900	(368)	-13%	0	(3,268)	-	3,268	5,800	2,532	44%	0	(3,268)	-	32,268	34,800	7%
6205 Janitorial services	484	485	2	0%	484	0	0%	967	970	3	0%	967	0	0%	5,817	5,820	0%
6215 Payroll services	607	867	260	30%	614	7	1%	850	1,733	883	51%	935	85	9%	9,517	10,400	8%
6245 Legal advertising	0	167	167	100%	0	0	-	0	333	333	100%	73	73	100%	1,667	2,000	17%
6250 Legal services	1,747	12,500	10,753	86%	421,058	419,311	100%	1,747	25,000	23,253	93%	599,510	597,763	100%	126,747	150,000	16%
6255 Auditing	0	4,583	4,583	100%	0	0	-	7,500	9,167	1,667	18%	0	(7,500)	-	53,333	55,000	3%
6260 Consulting services	0	83	83	100%	0	0	-	0	167	167	100%	0	0	-	833	1,000	17%
6265 Recruiting services	0	208	208	100%	10	10	100%	0	417	417	100%	20	20	100%	2,083	2,500	17%
6290 Commercial insurance	1,735	1,733	(3)	0%	1,484	(251)	-17%	3,490	3,465	(25)	-1%	2,964	(526)	-18%	20,815	20,790	0%
Total Professional Services	7,840	23,526	15,686	67%	423,649	415,809	98%	17,822	47,052	29,229	62%	604,469	586,647	97%	253,081	282,310	10%
6351 Awards & Recognitions	0	313	313	100%	0	0	-	0	625	625	100%	0	0	-	3,125	3,750	17%
Total Marketing Expense	0	313	313	100%	0	0	-	0	625	625	100%	0	0	-	3,125	3,750	17%
6450 Fuel - Gas	22	250	228	91%	0	(22)	-	22	500	478	96%	0	(22)	-	2,522	3,000	16%
Total Operational Expense	526	250	(276)	-110%	0	(526)	-	526	500	(26)	-5%	0	(526)	-	3,026	3,000	-1%
6500 Repairs & maintenance equipment	0	0	0	-	0	0	-	0	0	0	-	182	182	100%	0	0	-
6505 Repairs & maintenance vehicles	0	42	42	100%	3	3	100%	0	83	83	100%	3	3	100%	417	500	17%
6510 Repairs & maintenance buildings	0	125	125	100%	0	0	-	0	250	250	100%	0	0	-	1,250	1,500	17%
Total Repair and Maintenance	0	167	167	100%	3	3	100%	0	333	333	100%	185	185	100%	1,667	2,000	17%
6599 Budget Contingency	0	8,333	8,333	100%	0	0	-	0	16,667	16,667	100%	0	0	-	83,333	100,000	17%
Total Goods & Services	28,485	58,120	29,636	51%	446,194	417,709	94%	58,905	116,241	57,336	49%	650,309	591,403	91%	640,110	697,446	8%
Total Expenses	104,092	138,435	34,343	25%	506,379	402,287	79%	189,071	276,870	87,799	32%	753,699	564,628	75%	1,693,966	1,781,765	5%
Operating Results	(102,732)	(137,075)	34,343	-25%	(505,019)	402,287	-80%	(186,351)	(274,150)	87,799	-32%	(750,980)	564,628	-75%	(1,668,931)	(1,756,729)	-5%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

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Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Other Income & Expenses																	
Other Income																	
4405 Property Taxes - Current Year	5,152	4,519	633	14%	4,706	446	9%	23,471	22,596	875	4%	11,926	11,545	97%	1,808,515	1,807,640	0%
4410 Property Taxes - Prior Years	4,485	3,500	985	28%	5,090	(605)	-12%	13,510	10,125	3,385	33%	18,201	(4,691)	-26%	53,385	50,000	7%
4505 Interest - Bank	1,403	1,500	(97)	-6%	6,293	(4,890)	-78%	2,929	3,000	(71)	-2%	13,919	(10,990)	-79%	29,929	30,000	0%
4506 Interest - Southport Note	2,044	2,143	(99)	-5%	2,201	(157)	-7%	4,101	4,285	(184)	-4%	4,415	(314)	-7%	25,527	25,711	-1%
4515 Principal Repayment - Southport Note	5,330	5,231	99	2%	5,173	157	3%	10,647	10,463	184	2%	10,332	314	3%	62,960	62,776	0%
4695 Grants Received - Other	0	0	0	-	0	0	-	790	0	790	-	0	790	-	790	0	-
4815 Transfer - RF	0	0	0	-	0	0	-	0	0	0	-	0	0	-	201,575	201,575	0%
4905 Other	0	0	0	-	17	(17)	-100%	0	0	0	-	17	(17)	-100%	0	0	-
Total Other Income	40,763	16,893	23,870	141%	23,480	17,283	74%	77,797	50,468	27,329	54%	58,810	18,987	32%	2,205,031	2,177,702	1%
Other Expenses																	
Taxes & Misc Expenses																	
6740 Merchant fees	2,749	3,750	1,001	27%	3,182	433	14%	5,303	8,250	2,947	36%	5,456	153	3%	27,053	30,000	10%
6745 Banking fees	(50)	50	100	200%	(531)	(481)	91%	(50)	100	150	150%	(24)	26	-105%	450	600	25%
Total Taxes & Misc Expenses	3,373	3,800	427	11%	2,651	(722)	-27%	5,926	8,350	2,424	29%	5,431	(495)	-9%	28,176	30,600	8%
Debt Services																	
7020 Principal repayment - Vehicles	806	4,382	3,576	82%	0	(806)	-	1,610	8,764	7,155	82%	0	(1,610)	-	45,431	52,586	14%
7025 Interest payment - Vehicles	171	503	332	66%	0	(171)	-	345	1,006	662	66%	0	(345)	-	5,376	6,038	11%
Total Debt Services	977	4,885	3,908	80%	0	(977)	-	1,954	9,771	7,817	80%	0	(1,954)	-	50,807	58,624	13%
Total Other Expenses	4,350	8,685	4,336	50%	2,651	(1,699)	-64%	7,880	18,121	10,240	57%	5,431	(2,449)	-45%	78,984	89,224	11%
Net Other Income	36,413	8,208	28,206	344%	20,829	15,584	75%	69,917	32,348	37,569	116%	53,379	16,538	31%	2,126,047	2,088,478	2%
Net Result	(66,319)	(128,867)	62,549	-49%	(484,190)	417,871	-86%	(116,434)	(241,802)	125,368	-52%	(697,601)	581,166	-83%	457,116	331,748	38%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

Fund: General Fund

Department: External Affairs

Location: All

Budget: Adopted



External Affairs	Current Period				Same Month Last Year			Year to Date						Year End				
	Aug 2020		\$ Diff	% Diff	Aug 2019		% Diff	Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021			
	Actual	Budget			Actual	\$ Diff		Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff	
Operating Income																		
4180 Merchandise	10	0	10	-	150	(140)	-93%	32	0	32	-	190	(158)	-83%	32	0	-	
4290 Other	0	33	(33)	-100%	0	0	-	25	67	(42)	-62%	0	25	-	358	400	-10%	
Total Operating Income	10	33	(23)	-70%	150	(140)	-93%	57	67	(10)	-14%	190	(133)	-70%	390	400	-2%	
Expenses																		
Personnel Services																		
5005 Salaries	6,641	6,639	(2)	0%	9,617	2,977	31%	10,890	13,278	2,388	18%	16,358	5,468	33%	83,942	86,330	3%	
5010 Other compensation	0	192	192	100%	0	0	-	0	383	383	100%	0	0	-	2,107	2,490	15%	
Total Compensation	6,641	6,830	190	3%	9,617	2,977	31%	10,890	13,661	2,771	20%	16,358	5,468	33%	86,050	88,820	3%	
5100 Federal Payroll taxes	504	523	18	4%	729	225	31%	827	1,045	218	21%	1,240	413	33%	6,577	6,795	3%	
5105 State Payroll taxes	2	0	(2)	-	4	2	59%	2	0	(2)	-	6	4	59%	2	0	-	
5110 Unemployment Insurance	0	84	84	100%	110	110	100%	4	168	164	98%	241	237	98%	931	1,095	15%	
5115 Workers compensation	26	16	(11)	-67%	49	23	46%	52	31	(21)	-67%	98	45	46%	225	204	-10%	
Total Payroll Taxes	532	622	90	15%	891	359	40%	886	1,245	359	29%	1,584	698	44%	7,735	8,094	4%	
5200 Medical insurance	1,133	995	(137)	-14%	1,453	320	22%	2,265	1,991	(274)	-14%	2,905	640	22%	13,219	12,945	-2%	
5205 Dental insurance	105	126	22	17%	154	50	32%	209	253	44	17%	309	100	32%	1,600	1,644	3%	
5215 Term life insurance	12	11	(1)	-9%	91	79	87%	65	22	(43)	-201%	94	29	31%	183	140	-31%	
5220 Long Term Disability insurance	41	38	(3)	-8%	0	(41)	-	41	76	35	46%	0	(41)	-	462	497	7%	
5225 PERS Employee Contributions	1,268	1,267	(0)	0%	1,836	568	31%	2,522	2,535	13	0%	3,614	1,092	30%	16,467	16,480	0%	
5230 PERS Employer Contributions	398	398	(0)	0%	577	179	31%	793	797	4	1%	1,136	343	30%	5,176	5,180	0%	
Total Insured Benefits	2,957	2,837	(120)	-4%	4,111	1,154	28%	5,896	5,673	(223)	-4%	8,058	2,163	27%	37,109	36,886	-1%	
Total Personnel Services	10,129	10,289	160	2%	14,620	4,490	31%	17,671	20,579	2,907	14%	26,000	8,329	32%	130,893	133,800	2%	
Goods & Services																		
6010 Educational reimbursement	0	0	0	-	0	0	-	0	0	0	-	6,000	6,000	100%	0	0	-	
Total Staff Training	0	0	0	-	0	0	-	0	0	0	-	6,000	6,000	100%	0	0	-	
6020 Travel - airfare	0	42	42	100%	0	0	-	0	83	83	100%	0	0	-	417	500	17%	
6025 Travel - lodging & transportation	0	108	108	100%	0	0	-	0	217	217	100%	0	0	-	1,083	1,300	17%	
6030 Travel - Per Diem & mileage reimbursement	0	65	65	100%	259	259	100%	0	129	129	100%	259	259	100%	646	775	17%	
6035 Meals & Entertainment	0	75	75	100%	0	0	-	0	150	150	100%	72	72	100%	750	900	17%	
Total Travel & Entertainment	0	290	290	100%	259	259	100%	0	579	579	100%	331	331	100%	2,896	3,475	17%	
6050 Office supplies	0	42	42	100%	49	49	100%	13	83	71	85%	98	85	87%	429	500	14%	
6075 Memberships & dues	2,415	2,302	(113)	-5%	2,286	(129)	-6%	4,829	4,604	(226)	-5%	5,819	989	17%	27,848	27,622	-1%	
Total Office Expense	2,415	2,344	(71)	-3%	2,335	(80)	-3%	4,842	4,687	(155)	-3%	5,916	1,074	18%	28,278	28,122	-1%	

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

Fund: General Fund

Department: External Affairs

Location: All

Budget: Adopted



External Affairs	Current Period				Same Month Last Year			Year to Date						Year End			
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD		Jul 2020 - Jun 2021			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6270 Contracted Services	643	120	(523)	-436%	16	(627)	-3917%	675	240	(435)	-181%	16	(659)	-4117%	1,875	1,440	-30%
Total Professional Services	643	120	(523)	-436%	16	(627)	-3917%	675	240	(435)	-181%	16	(659)	-4117%	1,875	1,440	-30%
6310 Marketing supplies	20	396	376	95%	0	(20)	-	20	792	772	97%	1,090	1,070	98%	3,978	4,750	16%
6315 Advertising	437	1,858	1,422	77%	4,446	4,010	90%	1,254	3,717	2,462	66%	5,894	4,640	79%	19,838	22,300	11%
6340 Legislative support	5,995	6,700	705	11%	5,881	(114)	-2%	12,733	13,400	668	5%	12,683	(50)	0%	79,733	80,400	1%
6345 Community affairs	0	388	388	100%	0	0	-	0	775	775	100%	0	0	-	3,875	4,650	17%
Total Marketing Expense	6,452	9,342	2,890	31%	10,327	3,876	38%	14,007	18,683	4,676	25%	19,667	5,660	29%	107,424	112,100	4%
Total Goods & Services	9,509	12,095	2,586	21%	12,937	3,428	26%	19,524	24,190	4,666	19%	31,930	12,407	39%	140,472	145,137	3%
Total Expenses	19,638	22,384	2,746	12%	27,557	7,918	29%	37,195	44,768	7,573	17%	57,930	20,735	36%	271,365	278,938	3%
Operating Results	(19,628)	(22,351)	2,722	-12%	(27,407)	7,778	-28%	(37,138)	(44,701)	7,563	-17%	(57,740)	20,602	-36%	(270,974)	(278,538)	-3%
Other Income & Expenses																	
Other Income																	
Net Result	(19,628)	(22,351)	2,722	-12%	(27,407)	7,778	-28%	(37,138)	(44,701)	7,563	-17%	(57,740)	20,602	-36%	(270,974)	(278,538)	-3%

Financial Report - Actual vs. Budget
 For Period Ending Aug 2020
 amounts in \$US dollars



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

Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	9,246	9,311	(65)	-1%	9,353	(108)	-1%	18,492	18,622	(130)	-1%	18,656	(165)	-1%	111,601	111,731	0%
4010 Property Agreements	5,696	11,100	(5,404)	-49%	5,658	38	1%	13,345	22,199	(8,854)	-40%	13,207	137	1%	124,341	133,195	-7%
4240 Project Management Fees	0	0	0	-	46,305	(46,305)	-100%	0	0	0	-	92,610	(92,610)	-100%	0	0	-
Total Operating Income	14,941	20,411	(5,469)	-27%	61,316	(46,375)	-76%	31,836	40,821	(8,985)	-22%	124,474	(92,637)	-74%	235,941	244,926	-4%
Expenses																	
Personnel Services																	
5005 Salaries	7,754	7,752	(2)	0%	13,035	5,281	41%	12,716	15,504	2,788	18%	22,313	9,597	43%	98,015	100,803	3%
5010 Other compensation	0	224	224	100%	0	0	-	0	447	447	100%	0	0	-	2,461	2,908	15%
Total Compensation	7,754	7,975	221	3%	13,035	5,281	41%	12,716	15,951	3,235	20%	22,313	9,597	43%	100,476	103,711	3%
5100 Federal Payroll taxes	593	610	17	3%	997	404	41%	973	1,220	248	20%	1,707	734	43%	7,687	7,934	3%
5105 State Payroll taxes	1	0	(1)	-	3	2	57%	2	0	(2)	-	6	3	59%	2	0	-
5110 Unemployment Insurance	0	84	84	100%	0	0	-	0	168	168	100%	71	71	100%	927	1,095	15%
5115 Workers compensation	26	18	(8)	-43%	41	15	37%	52	37	(16)	-43%	83	30	37%	255	239	-7%
Total Payroll Taxes	621	713	92	13%	1,042	421	40%	1,028	1,425	398	28%	1,867	839	45%	8,870	9,268	4%
5200 Medical insurance	0	0	0	-	0	0	-	0	0	0	-	3,927	3,927	100%	0	0	-
5205 Dental insurance	50	126	77	61%	204	154	76%	45	253	208	82%	409	364	89%	1,436	1,644	13%
5215 Term life insurance	12	11	(1)	-9%	108	96	89%	72	22	(50)	-233%	209	138	66%	190	140	-36%
5220 Long Term Disability insurance	48	45	(4)	-8%	0	(48)	-	48	89	41	46%	0	(48)	-	540	581	7%
5225 PERS Employee Contributions	1,480	1,480	(0)	0%	2,488	1,008	41%	2,945	2,960	15	0%	4,962	2,017	41%	19,228	19,243	0%
5230 PERS Employer Contributions	465	465	(0)	0%	782	317	41%	926	930	5	0%	1,560	634	41%	6,043	6,048	0%
Total Insured Benefits	2,055	2,127	71	3%	3,583	1,527	43%	4,036	4,254	218	5%	11,067	7,031	64%	27,438	27,656	1%
Total Personnel Services	10,430	10,815	384	4%	17,660	7,229	41%	17,779	21,630	3,851	18%	35,246	17,467	50%	136,784	140,635	3%
Goods & Services																	
6005 Seminars & training	0	0	0	-	210	210	100%	0	0	0	-	210	210	100%	0	0	-
Total Staff Training	0	0	0	-	210	210	100%	0	0	0	-	210	210	100%	0	0	-
6020 Travel - airfare	0	83	83	100%	0	0	-	0	167	167	100%	1,002	1,002	100%	833	1,000	17%
6025 Travel - lodging & transportation	0	292	292	100%	1,349	1,349	100%	0	583	583	100%	1,349	1,349	100%	2,917	3,500	17%
6030 Travel - Per Diem & mileage reimbursement	0	42	42	100%	722	722	100%	0	83	83	100%	1,348	1,348	100%	417	500	17%
6035 Meals & Entertainment	16	21	5	23%	0	(16)	-	16	42	26	62%	0	(16)	-	224	250	10%
Total Travel & Entertainment	16	438	422	96%	2,071	2,055	99%	16	875	859	98%	3,698	3,682	100%	4,391	5,250	16%
6130 Electricity	134	142	8	5%	93	(41)	-44%	260	283	23	8%	211	(48)	-23%	1,677	1,700	1%
6155 Environmental Remediation/Mitigation/Monitoring	74	208	135	65%	0	(74)	-	74	417	343	82%	0	(74)	-	2,157	2,500	14%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

Fund: General Fund

Department: Port Ops

Location: All

Budget: Adopted



Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Utilities	208	350	142	41%	93	(114)	-123%	334	700	366	52%	211	(122)	-58%	3,834	4,200	9%
6270 Contracted Services	0	167	167	100%	0	0	-	0	333	333	100%	0	0	-	1,667	2,000	17%
6290 Commercial insurance	798	848	50	6%	723	(74)	-10%	1,595	1,696	101	6%	1,446	(149)	-10%	10,073	10,174	1%
Total Professional Services	798	1,015	217	21%	723	(74)	-10%	1,595	2,029	434	21%	1,446	(149)	-10%	11,740	12,174	4%
6400 Small equipment & tools	0	42	42	100%	0	0	-	0	83	83	100%	0	0	-	417	500	17%
6405 Safety/hazardous materials	44	633	589	93%	0	(44)	-	44	1,267	1,222	97%	601	557	93%	6,378	7,600	16%
6410 Signage	0	83	83	100%	0	0	-	0	167	167	100%	0	0	-	833	1,000	17%
6415 Clothing	0	21	21	100%	0	0	-	0	42	42	100%	0	0	-	208	250	17%
Total Operational Expense	44	779	735	94%	0	(44)	-	44	1,558	1,514	97%	601	557	93%	7,836	9,350	16%
6510 Repairs & maintenance buildings	0	417	417	100%	0	0	-	0	833	833	100%	0	0	-	4,167	5,000	17%
6515 Repairs & maintenance land improvements	0	708	708	100%	0	0	-	0	1,417	1,417	100%	0	0	-	7,083	8,500	17%
6520 Repairs & maintenance docks	0	208	208	100%	0	0	-	126	417	291	70%	48	(77)	-159%	2,209	2,500	12%
6575 Waterway Leases	0	208	208	100%	0	0	-	0	417	417	100%	0	0	-	2,083	2,500	17%
6580 Permits	0	83	83	100%	0	0	-	0	167	167	100%	0	0	-	833	1,000	17%
Total Repair and Maintenance	0	1,625	1,625	100%	0	0	-	126	3,250	3,124	96%	48	(77)	-159%	16,376	19,500	16%
Total Goods & Services	1,065	4,206	3,141	75%	3,097	2,032	66%	2,114	8,412	6,298	75%	6,216	4,101	66%	44,176	50,474	12%
Total Expenses	11,496	15,021	3,525	23%	20,757	9,261	45%	19,893	30,042	10,149	34%	41,462	21,569	52%	180,960	191,109	5%
Operating Results	3,446	5,390	(1,944)	-36%	40,559	(37,113)	-92%	11,943	10,779	1,164	11%	83,012	(71,069)	-86%	54,981	53,817	2%
Taxes & Misc Expenses																	
Net Result	3,446	5,390	(1,944)	-36%	40,559	(37,113)	-92%	11,943	10,779	1,164	11%	83,012	(71,069)	-86%	54,981	53,817	2%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

Fund: General Fund

Department: Port Development

Location: All

Budget: Adopted



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
Expenses																	
Personnel Services																	
5005 Salaries	14,383	17,052	2,669	16%	18,402	4,019	22%	25,287	34,104	8,817	26%	30,118	4,830	16%	212,926	221,743	4%
5010 Other compensation	0	489	489	100%	0	0	-	0	978	978	100%	0	0	-	5,380	6,358	15%
Total Compensation	14,383	17,541	3,158	18%	18,402	4,019	22%	25,287	35,082	9,795	28%	30,118	4,830	16%	218,307	228,101	4%
5100 Federal Payroll taxes	1,088	1,342	253	19%	1,408	319	23%	1,915	2,684	769	29%	2,304	389	17%	16,680	17,449	4%
5105 State Payroll taxes	4	0	(4)	-	6	2	33%	6	0	(6)	-	9	3	28%	6	0	-
5110 Unemployment Insurance	168	253	84	33%	202	33	16%	339	505	166	33%	398	59	15%	3,118	3,284	5%
5115 Workers compensation	26	240	213	89%	41	15	37%	52	479	427	89%	83	30	37%	2,689	3,116	14%
Total Payroll Taxes	1,287	1,834	547	30%	1,656	370	22%	2,313	3,668	1,355	37%	2,794	481	17%	22,494	23,849	6%
5200 Medical insurance	1,837	1,614	(223)	-14%	1,020	(816)	-80%	3,674	3,228	(445)	-14%	2,041	(1,633)	-80%	21,436	20,991	-2%
5205 Dental insurance	150	241	91	38%	100	(50)	-50%	299	482	183	38%	199	(100)	-50%	2,949	3,131	6%
5215 Term life insurance	35	32	(3)	-8%	103	68	66%	177	65	(112)	-173%	103	(73)	-71%	533	421	-27%
5220 Long Term Disability insurance	187	98	(89)	-91%	0	(187)	-	187	196	9	5%	0	(187)	-	1,268	1,277	1%
5225 PERS Employee Contributions	2,620	3,255	635	20%	2,279	(341)	-15%	5,836	6,511	675	10%	4,539	(1,296)	-29%	41,656	42,331	2%
5230 PERS Employer Contributions	824	1,023	200	20%	716	(107)	-15%	1,834	2,046	212	10%	1,427	(407)	-29%	13,093	13,305	2%
Total Insured Benefits	5,652	6,264	612	10%	4,219	(1,433)	-34%	12,006	12,528	522	4%	8,309	(3,697)	-44%	80,934	81,456	1%
Total Personnel Services	21,322	25,639	4,317	17%	24,277	2,955	12%	39,606	51,278	11,671	23%	41,221	1,614	4%	321,735	333,406	4%
Goods & Services																	
6020 Travel - airfare	0	0	0	-	0	0	-	0	0	0	-	60	60	100%	0	0	-
6025 Travel - lodging & transportation	0	38	38	100%	0	0	-	0	75	75	100%	1,526	1,526	100%	375	450	17%
6030 Travel - Per Diem & mileage reimbursement	0	84	84	100%	546	546	100%	0	169	169	100%	1,573	1,573	100%	843	1,011	17%
6035 Meals & Entertainment	0	24	24	100%	150	150	100%	0	49	49	100%	170	170	100%	243	292	17%
Total Travel & Entertainment	0	146	146	100%	696	696	100%	0	292	292	100%	3,329	3,329	100%	1,461	1,753	17%
6245 Legal advertising	176	167	(10)	-6%	0	(176)	-	176	333	157	47%	0	(176)	-	1,843	2,000	8%
Total Professional Services	176	167	(10)	-6%	0	(176)	-	176	333	157	47%	0	(176)	-	1,843	2,000	8%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

Fund: General Fund

Department: Port Development

Location: All

Budget: Adopted



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6405 Safety/hazardous materials	0	0	0	-	175	175	100%	0	0	0	-	175	175	100%	0	0	-
6415 Clothing	0	106	106	100%	0	0	-	0	213	213	100%	0	0	-	1,063	1,275	17%
6450 Fuel - Gas	0	0	0	-	124	124	100%	0	0	0	-	159	159	100%	0	0	-
Total Operational Expense	0	106	106	100%	299	299	100%	0	213	213	100%	334	334	100%	1,063	1,275	17%
Total Goods & Services	176	419	243	58%	995	819	82%	176	838	662	79%	3,663	3,487	95%	4,366	5,028	13%
Total Expenses	21,499	26,058	4,559	17%	25,272	3,774	15%	39,783	52,116	12,333	24%	44,884	5,101	11%	326,101	338,434	4%
Operating Results	(21,499)	(26,058)	4,559	-17%	(25,272)	3,774	-15%	(39,783)	(52,116)	12,333	-24%	(44,884)	5,101	-11%	(326,101)	(338,434)	-4%
Other Income & Expenses																	
Other Income																	
4605 Grants Received - ODOT Lottery	0	0	0	-	0	0	-	0	0	0	-	965	(965)	-100%	0	0	-
Total Other Income	0	0	0	-	0	0	-	0	0	0	-	965	(965)	-100%	0	0	-
Other Expenses																	
Taxes & Misc Expenses																	
6745 Banking fees	0	833	833	100%	0	0	-	0	1,667	1,667	100%	0	0	-	8,333	10,000	17%
Total Taxes & Misc Expenses	0	833	833	100%	0	0	-	0	1,667	1,667	100%	0	0	-	8,333	10,000	17%
Debt Services																	
7010 Interest payment	2,430	11,375	8,945	79%	4,298	1,868	43%	8,925	22,750	13,825	61%	10,688	1,763	16%	122,675	136,500	10%
Total Debt Services	2,430	11,375	8,945	79%	4,298	1,868	43%	8,925	22,750	13,825	61%	10,688	1,763	16%	122,675	136,500	10%
Total Other Expenses	2,430	12,208	9,778	80%	4,298	1,868	43%	8,925	24,417	15,491	63%	10,688	1,763	16%	131,009	146,500	11%
Net Other Income	(2,430)	(12,208)	9,778	-80%	(4,298)	1,868	-43%	(8,925)	(24,417)	15,491	-63%	(9,723)	798	-8%	(131,009)	(146,500)	-11%
Net Result	(23,929)	(38,266)	14,337	-37%	(29,570)	5,641	-19%	(48,708)	(76,533)	27,825	-36%	(54,607)	5,899	-11%	(457,110)	(484,934)	-6%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	16,864	18,333	(1,470)	-8%	15,790	1,073	7%	33,877	36,667	(2,790)	-8%	31,581	2,296	7%	217,210	220,000	-1%
4100 Annual Moorage	44,644	17,638	27,006	153%	43,407	1,238	3%	70,589	45,993	24,595	53%	64,373	6,215	10%	429,605	405,010	6%
4105 Semi-Annual Moorage	4,086	6,696	(2,611)	-39%	2,673	1,412	53%	6,530	13,997	(7,467)	-53%	6,971	(441)	-6%	53,133	60,600	-12%
4110 Monthly Moorage	17,427	32,430	(15,003)	-46%	20,729	(3,303)	-16%	34,827	53,158	(18,330)	-34%	43,330	(8,502)	-20%	208,270	226,600	-8%
4115 Transient Moorage	8,178	12,530	(4,351)	-35%	15,860	(7,681)	-48%	19,697	20,538	(841)	-4%	25,996	(6,299)	-24%	86,709	87,550	-1%
4118 Work Dock	4,857	5,417	(560)	-10%	1,828	3,029	166%	7,766	10,833	(3,067)	-28%	4,650	3,116	67%	61,933	65,000	-5%
4120 Metered Utilities	275	208	67	32%	354	(79)	-22%	550	417	133	32%	714	(164)	-23%	2,633	2,500	5%
4125 Launch Ramp	4,379	3,083	1,296	42%	5,256	(877)	-17%	9,005	6,167	2,838	46%	10,507	(1,502)	-14%	39,838	37,000	8%
4135 Storage Yard	2,917	3,333	(416)	-12%	3,410	(493)	-14%	5,865	6,667	(802)	-12%	6,775	(910)	-13%	39,198	40,000	-2%
4140 Storage Unit	14,621	14,750	(129)	-1%	14,530	91	1%	29,069	29,500	(431)	-1%	29,217	(148)	-1%	176,569	177,000	0%
4145 Long Term Boat Storage	9,102	7,500	1,602	21%	7,399	1,704	23%	18,433	15,000	3,433	23%	14,977	3,456	23%	93,433	90,000	4%
4150 Short Term Boat Storage	4,733	3,125	1,608	51%	1,896	2,836	150%	9,073	6,250	2,823	45%	3,343	5,730	171%	40,323	37,500	8%
4155 Boat Wash	340	83	257	308%	390	(50)	-13%	408	167	241	145%	390	18	5%	1,241	1,000	24%
4165 Space Rents	54,618	57,715	(3,097)	-5%	56,295	(1,677)	-3%	105,461	110,189	(4,728)	-4%	107,478	(2,017)	-2%	311,272	316,000	-1%
4173 Laundry	299	333	(35)	-10%	543	(244)	-45%	644	667	(23)	-3%	1,284	(641)	-50%	3,977	4,000	-1%
4175 Propane	408	833	(426)	-51%	737	(329)	-45%	881	1,667	(786)	-47%	1,526	(646)	-42%	9,214	10,000	-8%
4180 Merchandise	98	83	15	18%	245	(147)	-60%	222	167	55	33%	531	(309)	-58%	1,055	1,000	6%
4185 Visitor Convention Bureau Fee	689	292	397	136%	521	168	32%	1,186	583	603	103%	967	219	23%	4,103	3,500	17%
4190 Ice	0	0	0	-	55,585	(55,585)	-100%	0	0	0	-	103,398	(103,398)	-100%	300,365	300,365	0%
4200 Boat Lifts	4,521	5,000	(479)	-10%	4,552	(31)	-1%	9,795	10,000	(205)	-2%	7,957	1,838	23%	59,795	60,000	0%
4230 Environmental Fee	2,197	2,083	113	5%	1,540	657	43%	4,251	4,167	84	2%	3,031	1,220	40%	25,084	25,000	0%
4235 Customer Discounts	(904)	0	(904)	-	(439)	(466)	106%	(1,545)	0	(1,545)	-	(946)	(598)	63%	(1,545)	0	-
4290 Other	5,198	4,167	1,031	25%	10,461	(5,263)	-50%	9,775	8,333	1,442	17%	16,830	(7,055)	-42%	51,442	50,000	3%
4295 Bad Debt Expense	0	(1,250)	1,250	-100%	0	0	-	0	(2,500)	2,500	-100%	0	0	-	(12,500)	(15,000)	-17%
Total Operating Income	199,546	194,385	5,161	3%	263,563	(64,017)	-24%	376,360	378,625	(2,266)	-1%	484,880	(108,521)	-22%	2,202,359	2,204,625	0%
Expenses																	
Personnel Services																	
5005 Salaries	42,768	41,749	(1,019)	-2%	59,866	17,098	29%	68,432	83,498	15,066	18%	107,645	39,213	36%	527,833	542,899	3%
5010 Other compensation	0	1,290	1,290	100%	734	734	100%	13	2,579	2,566	99%	3,377	3,364	100%	14,205	16,771	15%
5015 Overtime	6	1,624	1,618	100%	3,801	3,795	100%	6	3,248	3,242	100%	5,519	5,513	100%	17,874	21,116	15%
Total Compensation	42,774	44,662	1,889	4%	64,401	21,627	34%	68,451	89,325	20,874	23%	116,540	48,090	41%	559,912	580,786	4%
5100 Federal Payroll taxes	3,150	3,417	267	8%	4,687	1,538	33%	5,035	6,833	1,798	26%	8,520	3,485	41%	42,632	44,430	4%
5105 State Payroll taxes	17	0	(17)	-	26	9	35%	28	0	(28)	-	44	17	37%	28	0	-
5110 Unemployment Insurance	860	928	69	7%	1,478	618	42%	1,392	1,857	465	25%	2,881	1,489	52%	11,609	12,074	4%
5115 Workers compensation	2,047	1,631	(416)	-26%	2,039	(8)	0%	4,093	3,261	(832)	-26%	4,078	(15)	0%	22,038	21,206	-4%
Total Payroll Taxes	6,073	5,976	(97)	-2%	8,230	2,157	26%	10,548	11,952	1,404	12%	15,522	4,974	32%	76,306	77,710	2%
5200 Medical insurance	13,378	13,409	31	0%	15,543	2,166	14%	27,368	26,818	(550)	-2%	32,074	4,706	15%	174,917	174,367	0%
5205 Dental insurance	1,361	1,550	190	12%	1,574	213	14%	2,567	3,101	534	17%	3,347	781	23%	19,628	20,162	3%
5215 Term life insurance	187	131	(56)	-42%	994	807	81%	591	263	(328)	-125%	1,440	850	59%	2,037	1,709	-19%
5220 Long Term Disability insurance	345	250	(95)	-38%	0	(345)	-	345	500	155	31%	0	(345)	-	3,094	3,249	5%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
5225 PERS Employee Contributions	9,672	8,909	(764)	-9%	12,052	2,380	20%	18,551	17,817	(734)	-4%	25,148	6,597	26%	116,580	115,846	-1%
5230 PERS Employer Contributions	2,752	2,602	(149)	-6%	3,472	720	21%	5,252	5,205	(47)	-1%	7,159	1,907	27%	33,888	33,841	0%
Total Insured Benefits	27,694	26,851	(843)	-3%	33,635	5,940	18%	54,674	53,703	(971)	-2%	69,169	14,496	21%	350,145	349,174	0%
Total Personnel Services	76,541	77,490	949	1%	106,266	29,725	28%	133,672	154,980	21,307	14%	201,232	67,560	34%	986,363	1,007,670	2%
Goods & Services																	
6005 Seminars & training	0	0	0	-	0	0	-	0	0	0	-	120	120	100%	0	0	-
Total Staff Training	0	0	0	-	0	0	-	0	0	0	-	120	120	100%	0	0	-
6020 Travel - airfare	0	42	42	100%	0	0	-	0	83	83	100%	0	0	-	417	500	17%
6025 Travel - lodging & transportation	0	167	167	100%	0	0	-	0	333	333	100%	0	0	-	1,667	2,000	17%
6030 Travel - Per Diem & mileage reimbursement	0	42	42	100%	0	0	-	0	83	83	100%	0	0	-	417	500	17%
6035 Meals & Entertainment	0	42	42	100%	0	0	-	0	83	83	100%	0	0	-	417	500	17%
Total Travel & Entertainment	0	292	292	100%	0	0	-	0	583	583	100%	0	0	-	2,917	3,500	17%
6050 Office supplies	0	0	0	-	48	48	100%	106	0	(106)	-	140	34	24%	106	0	-
6055 Kitchen supplies	71	208	138	66%	307	237	77%	164	417	252	61%	572	408	71%	2,248	2,500	10%
6070 Postage & courier services	55	83	28	34%	257	202	79%	55	167	112	67%	257	202	79%	888	1,000	11%
Total Office Expense	126	292	166	57%	612	487	80%	325	583	258	44%	969	644	66%	3,242	3,500	7%
6100 Telephone - landline	172	243	70	29%	268	95	36%	345	485	140	29%	535	190	36%	2,770	2,910	5%
6105 Telephone - mobile	450	780	330	42%	454	5	1%	960	1,560	600	38%	946	(15)	-2%	8,760	9,360	6%
6110 Internet services	1,277	1,250	(27)	-2%	1,038	(240)	-23%	2,555	2,500	(55)	-2%	2,075	(480)	-23%	15,055	15,000	0%
6115 Cable TV	647	680	32	5%	480	(168)	-35%	1,545	1,359	(186)	-14%	959	(585)	-61%	8,341	8,155	-2%
6130 Electricity	12,372	20,833	8,461	41%	20,427	8,055	39%	23,676	41,667	17,990	43%	40,281	16,604	41%	232,010	250,000	7%
6131 Propane - Operations	114	125	11	9%	39	(76)	-196%	199	250	51	20%	88	(112)	-128%	1,449	1,500	3%
6135 Water/Sewer	7,914	6,250	(1,664)	-27%	10,511	2,597	25%	14,018	12,500	(1,518)	-12%	22,111	8,093	37%	76,518	75,000	-2%
6140 Garbage/Sanitation Collection	4,908	5,833	925	16%	8,622	3,714	43%	9,674	11,667	1,993	17%	14,333	4,659	33%	68,007	70,000	3%
6145 Hazardous material disposal	680	333	(347)	-104%	2,010	1,330	66%	830	667	(163)	-25%	2,310	1,480	64%	4,163	4,000	-4%
6150 Derelict boat disposal	0	1,250	1,250	100%	0	0	-	0	2,500	2,500	100%	2,160	2,160	100%	12,500	15,000	17%
6155 Environmental Remediation/Mitigation/Monitoring	53	417	364	87%	665	612	92%	53	833	780	94%	748	695	93%	4,220	5,000	16%
Total Utilities	28,588	37,994	9,405	25%	44,513	15,924	36%	53,856	75,987	22,132	29%	86,546	32,690	38%	433,793	455,925	5%
6200 Temporary/Contract help	2,881	3,000	119	4%	9,703	6,823	70%	5,972	6,000	28	0%	12,264	6,292	51%	35,972	36,000	0%
6205 Janitorial services	0	55	55	100%	53	53	100%	21	110	89	81%	107	86	80%	571	660	13%
6210 Vending machine services	0	125	125	100%	0	0	-	286	250	(36)	-14%	0	(286)	-	1,536	1,500	-2%
6245 Legal advertising	349	108	(241)	-222%	374	25	7%	349	217	(132)	-61%	374	25	7%	1,432	1,300	-10%
6270 Contracted Services	218	542	324	60%	1,930	1,713	89%	390	1,083	693	64%	2,091	1,700	81%	5,807	6,500	11%
6290 Commercial insurance	7,008	7,504	496	7%	6,745	(263)	-4%	14,037	15,008	971	6%	13,493	(544)	-4%	89,078	90,049	1%
Total Professional Services	10,455	11,334	879	8%	18,806	8,350	44%	21,056	22,668	1,612	7%	28,328	7,272	26%	134,397	136,009	1%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6400 Small equipment & tools	16	500	484	97%	1,289	1,274	99%	42	1,000	958	96%	1,385	1,343	97%	5,042	6,000	16%
6405 Safety/hazardous materials	10	833	823	99%	1,406	1,396	99%	10	1,667	1,657	99%	1,406	1,396	99%	8,343	10,000	17%
6410 Signage	0	63	63	100%	72	72	100%	0	125	125	100%	269	269	100%	625	750	17%
6415 Clothing	0	417	417	100%	0	0	-	0	833	833	100%	175	175	100%	4,167	5,000	17%
6420 Janitorial supplies	1,174	1,042	(133)	-13%	2,226	1,052	47%	2,767	2,083	(684)	-33%	3,358	591	18%	13,184	12,500	-5%
6425 Operational supplies	1,098	2,083	985	47%	1,136	37	3%	1,201	4,167	2,966	71%	2,196	995	45%	22,034	25,000	12%
6430 Equipment Rental	0	333	333	100%	0	0	-	0	667	667	100%	503	503	100%	3,333	4,000	17%
6450 Fuel - Gas	0	1,042	1,042	100%	0	0	-	803	2,083	1,281	61%	0	(803)	-	11,219	12,500	10%
6455 Fuel - Diesel	36	83	48	57%	54	18	33%	78	167	89	53%	154	75	49%	911	1,000	9%
6481 Propane - Retail	391	542	151	28%	195	(196)	-100%	705	1,083	378	35%	642	(64)	-10%	6,122	6,500	6%
6485 Retail items	0	15	15	100%	0	0	-	0	30	30	100%	0	0	-	150	180	17%
Total Operational Expense	2,725	6,953	4,228	61%	6,377	3,652	57%	5,606	13,905	8,299	60%	10,087	4,482	44%	75,131	83,430	10%
6500 Repairs & maintenance equipment	11,787	6,250	(5,537)	-89%	2,496	(9,291)	-372%	13,192	12,500	(692)	-6%	12,940	(252)	-2%	75,692	75,000	-1%
6505 Repairs & maintenance vehicles	5	667	661	99%	267	262	98%	10,849	1,333	(9,516)	-714%	2,798	(8,051)	-288%	17,516	8,000	-119%
6510 Repairs & maintenance buildings	137	3,750	3,613	96%	2,050	1,913	93%	197	7,500	7,303	97%	2,971	2,774	93%	37,697	45,000	16%
6515 Repairs & maintenance land improvements	0	417	417	100%	1,673	1,673	100%	0	833	833	100%	1,728	1,728	100%	4,167	5,000	17%
6520 Repairs & maintenance docks	326	4,167	3,840	92%	4,881	4,555	93%	634	8,333	7,700	92%	4,920	4,287	87%	42,300	50,000	15%
6540 Marina dredging	696	7,500	6,804	91%	0	(696)	-	696	15,000	14,304	95%	0	(696)	-	75,696	90,000	16%
6575 Waterway Leases	0	2,500	2,500	100%	0	0	-	0	5,000	5,000	100%	0	0	-	25,000	30,000	17%
6580 Permits	4,390	417	(3,973)	-954%	1,885	(2,505)	-133%	5,216	833	(4,383)	-526%	2,690	(2,526)	-94%	9,383	5,000	-88%
Total Repair and Maintenance	17,341	25,667	8,325	32%	13,253	(4,088)	-31%	30,784	51,333	20,549	40%	28,048	(2,736)	-10%	287,451	308,000	7%
Total Goods & Services	59,235	82,530	23,295	28%	83,561	24,325	29%	111,627	165,061	53,434	32%	154,098	42,471	28%	936,930	990,364	5%
Total Expenses	135,776	160,020	24,244	15%	189,826	54,050	28%	245,299	320,040	74,741	23%	355,330	110,031	31%	1,923,293	1,998,034	4%
Operating Results	63,769	34,364	29,405	86%	73,737	(9,967)	-14%	131,061	58,585	72,476	124%	129,550	1,510	1%	279,067	206,591	35%
Other Income & Expenses																	
Other Income																	
4450 Lodging Tax	0	0	0	-	0	0	-	18	0	18	-	22	(4)	-19%	18	0	-
4650 Grants Received - MAP	0	5,400	(5,400)	-100%	5,175	(5,175)	-100%	0	5,400	(5,400)	-100%	5,175	(5,175)	-100%	0	5,400	-100%
4695 Grants Received - Other	0	0	0	-	0	0	-	0	0	0	-	0	0	-	27,000	27,000	0%
4900 Other Income	0	0	0	-	300	(300)	-100%	0	0	0	-	300	(300)	-100%	0	0	-
4905 Other	0	0	0	-	0	0	-	0	0	0	-	90	(90)	-100%	0	0	-
4915 Insurance Reimbursement	0	0	0	-	25,000	(25,000)	-100%	0	0	0	-	25,000	(25,000)	-100%	0	0	-
Total Other Income	0	5,400	(5,400)	-100%	30,475	(30,475)	-100%	18	5,400	(5,382)	-100%	30,587	(30,569)	-100%	27,018	32,400	-17%
Other Expenses																	
Taxes & Misc Expenses																	
6720 Property Tax - Sublet Facilities	0	0	0	-	-	-	-	0	0	0	-	0	0	-	10,000	10,000.00	0%
Total Taxes & Misc Expenses	-	-	-	-	0	0	-	0	-	0	-	0	0	-	10,000	10,000.00	0%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

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



Charleston Ops		Current Period				Same Month Last Year			Year to Date				Year End					
		Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD					
		Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Debt Services																		
7005	Principal repayment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	340,588	340,588	0%
7010	Interest payment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	242,860	242,860	0%
7020	Principal repayment	433	2,205	1,771	80%	0	(433)	-	866	4,409	3,543	80%	0	(866)	-	22,911	26,454	13%
7025	Interest payment	18	52	34	65%	0	(18)	-	36	103	67	65%	0	(36)	-	553	620	11%
8010	CIP Buildings	0	5,417	5,417	100%	20	20	100%	0	10,833	10,833	100%	168	168	100%	54,167	65,000	17%
8011	CIP Docks	0	0	0	-	11,843	11,843	100%	0	0	0	-	14,352	14,352	100%	0	0	-
8020	CIP Machinery & Equipment	0	2,250	2,250	100%	0	0	-	0	4,500	4,500	100%	0	0	-	22,500	27,000	17%
Total Debt Services		451	9,923	9,472	95%	11,862	11,411	96%	902	19,846	18,943	95%	14,519	13,617	94%	683,579	702,522	3%
Total Other Expenses		451	9,923	9,472	95%	11,862	11,411	96%	902	19,846	18,943	95%	14,519	13,617	94%	693,579	712,522	3%
Net Other Income		(451)	(4,523)	4,072	-90%	18,613	(19,064)	-102%	(884)	(14,446)	13,561	-94%	16,068	(16,952)	-106%	(666,561)	(680,122)	-2%
Net Result		63,318	29,842	33,477	112%	92,349	(29,031)	-31%	130,176	44,139	86,037	195%	145,618	(15,442)	-11%	(387,494)	(473,531)	-18%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

Fund: Dredge Fund

Department: Dredge Ops

Location: All

Budget: Adopted



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020		\$ Diff	% Diff	Aug 2019		Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD						
	Actual	Budget			Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4287 Dredging Services	0	0	0	-	0	0	-	0	0	0	-	0	0	-	75,000	75,000	0%
4290 Other	0	0	0	-	0	0	-	5,738	0	5,738	-	(22,482)	28,221	-126%	255,738	250,000	2%
Total Operating Income	0	0	0	-	0	0	-	5,738	0	5,738	-	(22,482)	28,221	-126%	330,738	325,000	2%
Expenses																	
Personnel Services																	
5005 Salaries	815	0	(815)	-	238	(577)	-243%	3,060	0	(3,060)	-	238	(2,822)	-1187%	44,675	41,615	-7%
5010 Other compensation	0	0	0	-	0	0	-	(9)	0	9	-	0	9	-	(9)	0	-
5015 Overtime	0	0	0	-	0	0	-	6	0	(6)	-	0	(6)	-	6	0	-
Total Compensation	815	0	(815)	-	238	(577)	-243%	3,056	0	(3,056)	-	238	(2,819)	-1185%	44,671	41,615	-7%
5100 Federal Payroll taxes	58	0	(58)	-	18	(40)	-219%	218	0	(218)	-	18	(200)	-1097%	3,402	3,184	-7%
5105 State Payroll taxes	0	0	(0)	-	0	(0)	-115%	1	0	(1)	-	0	(1)	-862%	1	0	-
5110 Unemployment Insurance	20	0	(20)	-	7	(13)	-196%	74	0	(74)	-	7	(67)	-1011%	1,156	1,082	-7%
5115 Workers compensation	0	0	0	-	0	0	-	0	0	0	-	0	0	-	1,565	1,565	0%
Total Payroll Taxes	78	0	(78)	-	25	(53)	-213%	293	0	(293)	-	25	(268)	-1073%	6,124	5,831	-5%
5200 Medical insurance	0	0	0	-	0	0	-	0	0	0	-	0	0	-	17,435	17,435	0%
5205 Dental insurance	0	0	0	-	0	0	-	0	0	0	-	0	0	-	2,378	2,378	0%
5215 Term life insurance	0	0	0	-	0	0	-	0	0	0	-	0	0	-	150	150	0%
5220 Long Term Disability insurance	0	0	0	-	0	0	-	0	0	0	-	0	0	-	225	225	0%
5225 PERS Employee Contributions	208	0	(208)	-	45	(163)	-358%	853	0	(853)	-	45	(808)	-1780%	9,191	8,338	-10%
5230 PERS Employer Contributions	49	0	(49)	-	14	(35)	-243%	241	0	(241)	-	14	(226)	-1586%	3,020	2,779	-9%
Total Insured Benefits	257	0	(257)	-	60	(197)	-331%	1,094	0	(1,094)	-	60	(1,034)	-1733%	32,399	31,305	-3%
Total Personnel Services	1,150	0	(1,150)	-	322	(828)	-257%	4,443	0	(4,443)	-	322	(4,121)	-1278%	83,194	78,751	-6%
Goods & Services																	
6005 Seminars & training	0	417	417	100%	0	0	-	0	834	834	100%	0	0	-	4,166	5,000	17%
Total Staff Training	0	417	417	100%	0	0	-	0	834	834	100%	0	0	-	4,166	5,000	17%
6030 Travel - Per Diem & mileage reimbursement	0	0	0	-	0	0	-	0	0	0	-	0	0	-	2,000	2,000	0%
Total Travel & Entertainment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	2,000	2,000	0%
6050 Office supplies	0	42	42	100%	0	0	-	0	84	84	100%	0	0	-	416	500	17%
Total Office Expense	0	42	42	100%	0	0	-	0	84	84	100%	0	0	-	416	500	17%
6250 Legal services	0	2,083	2,083	100%	0	0	-	0	4,166	4,166	100%	0	0	-	20,834	25,000	17%
6255 Auditing	0	0	0	-	0	0	-	0	0	0	-	0	0	-	10,000	10,000	0%
6290 Commercial insurance	4,540	4,533	(7)	0%	4,282	(258)	-6%	9,081	9,066	(15)	0%	8,564	(517)	-6%	54,415	54,400	0%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

Fund: Dredge Fund

Department: Dredge Ops

Location: All

Budget: Adopted



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Professional Services	4,540	6,616	2,076	31%	4,282	(258)	-6%	9,081	13,232	4,151	31%	8,564	(517)	-6%	85,249	89,400	5%
6400 Small equipment & tools	0	0	0	-	970	970	100%	0	0	0	-	970	970	100%	0	0	-
6425 Operational supplies	50	0	(50)	-	0	(50)	-	50	0	(50)	-	0	(50)	-	50,050	50,000	0%
6430 Equipment Rental	0	0	0	-	0	0	-	0	0	0	-	0	0	-	4,221	4,221	0%
6450 Fuel - Gas	0	0	0	-	0	0	-	0	0	0	-	0	0	-	6,750	6,750	0%
6455 Fuel - Diesel	0	0	0	-	0	0	-	0	0	0	-	0	0	-	8,250	8,250	0%
Total Operational Expense	50	0	(50)	-	970	920	95%	50	0	(50)	-	970	920	95%	69,271	69,221	0%
6500 Repairs & maintenance equipment	4,952	5,417	465	9%	360	(4,592)	-1276%	6,281	10,834	4,553	42%	1,310	(4,971)	-380%	60,447	65,000	7%
6505 Repairs & maintenance vehicles	0	1,250	1,250	100%	320	320	100%	225	2,500	2,275	91%	320	95	30%	12,725	15,000	15%
Total Repair and Maintenance	4,952	6,667	1,715	26%	680	(4,272)	-628%	6,506	13,334	6,828	51%	1,630	(4,876)	-299%	73,172	80,000	9%
Total Goods & Services	9,543	13,742	4,199	31%	5,932	(3,610)	-61%	15,637	27,484	11,847	43%	11,164	(4,472)	-40%	234,274	246,121	5%
Total Expenses	10,693	13,742	3,049	22%	6,255	(4,438)	-71%	20,080	27,484	7,404	27%	11,487	(8,593)	-75%	317,468	324,872	2%
Operating Results	(10,693)	(13,742)	3,049	-22%	(6,255)	(4,438)	71%	(14,342)	(27,484)	13,142	-48%	(33,969)	19,627	-58%	13,270	128	10267%
Other Income & Expenses																	
Other Income																	
4805 Transfer - GF	0	0	0	-	0	0	-	0	0	0	-	22,482	(22,482)	-100%	0	0	-
Total Other Income	0	0	0	-	0	0	-	0	0	0	-	22,482	(22,482)	-100%	0	0	-
Net Other Income	0	0	0	-	0	0	-	0	0	0	-	22,482	(22,482)	-100%	0	0	-
Net Result	(10,693)	(13,742)	3,049	-22%	(6,255)	(4,438)	71%	(14,342)	(27,484)	13,142	-48%	(11,487)	(2,855)	25%	13,270	128	10267%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

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



Rail Ops	Current Period				Same Month Last Year			Year to Date					Year End				
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4010 Property Agreements	26,833	40,250	(13,418)	-33%	36,758	(9,925)	-27%	58,789	65,415	(6,627)	-10%	59,739	(950)	-2%	241,473	248,100	-3%
4235 Customer Discounts	0	0	0	-	0	0	-	(3,950)	0	(3,950)	-	0	(3,950)	-	(3,950)	0	-
4260 Rail Operations Revenue	23,969	25,481	(1,512)	-6%	23,275	693	3%	49,293	53,814	(4,521)	-8%	49,156	137	0%	274,254	278,775	-2%
4265 Rail Surcharges	28,253	26,246	2,007	8%	22,238	6,015	27%	57,998	54,390	3,609	7%	46,083	11,915	26%	353,143	349,535	1%
4290 Other	0	333	(333)	-100%	0	0	-	0	667	(667)	-100%	0	0	-	3,333	4,000	-17%
Total Operating Income	79,055	92,311	(13,256)	-14%	82,271	(3,216)	-4%	162,130	174,285	(12,156)	-7%	154,978	7,152	5%	868,254	880,410	-1%
Expenses																	
Personnel Services																	
5005 Salaries	0	0	0	-	7,354	7,354	100%	0	0	0	-	12,588	12,588	100%	0	0	-
Total Compensation	0	0	0	-	7,354	7,354	100%	0	0	0	-	12,588	12,588	100%	0	0	-
5100 Federal Payroll taxes	0	0	0	-	534	534	100%	0	0	0	-	914	914	100%	0	0	-
5105 State Payroll taxes	0	0	0	-	2	2	100%	0	0	0	-	3	3	100%	0	0	-
5115 Workers compensation	0	0	0	-	321	321	100%	0	0	0	-	642	642	100%	0	0	-
Total Payroll Taxes	0	0	0	-	857	857	100%	0	0	0	-	1,559	1,559	100%	0	0	-
5200 Medical insurance	0	0	0	-	1,454	1,454	100%	0	0	0	-	2,908	2,908	100%	0	0	-
5205 Dental insurance	0	0	0	-	154	154	100%	0	0	0	-	309	309	100%	0	0	-
5215 Term life insurance	0	0	0	-	63	63	100%	0	0	0	-	115	115	100%	0	0	-
5225 PERS Employee Contributions	0	0	0	-	1,404	1,404	100%	0	0	0	-	2,799	2,799	100%	0	0	-
5230 PERS Employer Contributions	0	0	0	-	441	441	100%	0	0	0	-	880	880	100%	0	0	-
Total Insured Benefits	0	0	0	-	3,516	3,516	100%	0	0	0	-	7,012	7,012	100%	0	0	-
Total Personnel Services	0	0	0	-	11,727	11,727	100%	0	0	0	-	21,159	21,159	100%	0	0	-
Goods & Services																	
6005 Seminars & training	0	0	0	-	425	425	100%	0	0	0	-	425	425	100%	0	0	-
Total Staff Training	0	0	0	-	425	425	100%	0	0	0	-	425	425	100%	0	0	-
6020 Travel - airfare	0	0	0	-	372	372	100%	0	0	0	-	372	372	100%	0	0	-
6025 Travel - lodging & transportation	0	0	0	-	88	88	100%	0	0	0	-	88	88	100%	0	0	-
6030 Travel - Per Diem & mileage reimbursement	0	42	42	100%	0	0	-	0	83	83	100%	374	374	100%	417	500	17%
6035 Meals & Entertainment	0	42	42	100%	48	48	100%	0	83	83	100%	48	48	100%	417	500	17%
Total Travel & Entertainment	0	83	83	100%	509	509	100%	0	167	167	100%	882	882	100%	833	1,000	17%
6105 Telephone - mobile	0	60	60	100%	0	0	-	0	120	120	100%	0	0	-	600	720	17%
Total Utilities	0	60	60	100%	0	0	-	0	120	120	100%	0	0	-	600	720	17%
6230 Rail operations service fee	0	542	542	100%	0	0	-	0	1,083	1,083	100%	0	0	-	5,417	6,500	17%
6260 Consulting services	0	4,583	4,583	100%	0	0	-	250	9,167	8,917	97%	0	(250)	-	46,083	55,000	16%
6290 Commercial insurance	3,107	3,365	258	8%	803	(2,304)	-287%	6,213	6,730	517	8%	1,465	(4,748)	-324%	39,863	40,380	1%

Financial Report - Actual vs. Budget
For Period Ending Aug 2020

amounts in \$US dollars

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



Rail Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Aug 2020				Aug 2019			Jul 2020 - Aug 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Total Professional Services	3,107	8,490	5,383	63%	803	(2,304)	-287%	6,463	16,980	10,517	62%	1,465	(4,998)	-341%	91,363	101,880	10%
6410 Signage	0	667	667	100%	0	0	-	0	1,333	1,333	100%	0	0	-	6,667	8,000	17%
6415 Clothing	0	15	15	100%	0	0	-	0	29	29	100%	0	0	-	146	175	17%
Total Operational Expense	0	681	681	100%	0	0	-	0	1,363	1,363	100%	0	0	-	6,813	8,175	17%
6505 Repairs & maintenance vehicles	0	0	0	-	245	245	100%	0	0	0	-	275	275	100%	0	0	-
6515 Repairs & maintenance land improvements	0	4,167	4,167	100%	0	0	-	0	8,333	8,333	100%	0	0	-	41,667	50,000	17%
6580 Permits	0	0	0	-	742	742	100%	0	0	0	-	1,178	1,178	100%	0	0	-
Total Repair and Maintenance	0	4,167	4,167	100%	987	987	100%	0	8,333	8,333	100%	1,453	1,453	100%	41,667	50,000	17%
Total Goods & Services	3,107	13,481	10,375	77%	2,723	(384)	-14%	6,463	26,963	20,499	76%	4,225	(2,238)	-53%	141,276	161,775	13%
Total Expenses	3,107	13,481	10,375	77%	14,450	11,344	79%	6,463	26,963	20,499	76%	25,384	18,921	75%	141,276	161,775	13%
Operating Results	75,948	78,830	(2,882)	-4%	67,821	8,127	12%	155,666	147,323	8,344	6%	129,593	26,073	20%	726,978	718,635	1%
Other Income & Expenses																	
Other Income																	
4480 Tax Credits	0	0	0	-	0	0	-	0	0	0	-	0	0	-	783,965	783,965	0%
4815 Transfer - RF	0	0	0	-	0	0	-	0	0	0	-	0	0	-	645,000	645,000	0%
4915 Insurance Reimbursement	0	0	0	-	5,083	(5,083)	-100%	0	0	0	-	5,083	(5,083)	-100%	0	0	-
Total Other Income	0	0	0	-	5,083	(5,083)	-100%	0	0	0	-	5,083	(5,083)	-100%	1,428,965	1,428,965	0%
Other Expenses																	
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	338,068	338,068	0%
7010 Interest payment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	306,543	306,543	0%
7020 Principal repayment - Vehicles	1,042	5,245	4,203	80%	0	(1,042)	-	2,083	10,490	8,407	80%	0	(2,083)	-	54,533	62,940	13%
7025 Interest payment - Vehicles	18	51	33	65%	0	(18)	-	36	102	66	65%	0	(36)	-	545	611	11%
8013 CIP Construction Bridges	0	18,750	18,750	100%	6,240	6,240	100%	0	37,500	37,500	100%	6,240	6,240	100%	187,500	225,000	17%
8015 CIP Land Improvements	0	30,250	30,250	100%	0	0	-	0	60,500	60,500	100%	0	0	-	302,500	363,000	17%
8020 CIP Machinery & Equipment	0	0	0	-	0	0	-	45,048	0	(45,048)	-	0	(45,048)	-	45,048	0	-
Total Debt Services	1,059	54,296	53,237	98%	6,240	5,181	83%	47,167	108,592	61,425	57%	6,240	(40,927)	-656%	1,234,737	1,296,162	5%
Total Other Expenses	1,059	54,296	53,237	98%	6,240	5,181	83%	47,167	108,592	61,425	57%	6,240	(40,927)	-656%	1,234,737	1,296,162	5%
Net Other Income	(1,059)	(54,296)	53,237	-98%	(1,157)	98	-8%	(47,167)	(108,592)	61,425	-57%	(1,157)	(46,010)	3976%	194,228	132,803	46%
Net Result	74,889	24,534	50,355	205%	66,663	8,225	12%	108,500	38,731	69,769	180%	128,436	(19,937)	-16%	921,206	851,438	8%



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Margaret Barber, Director of External Affairs

DATE: October 13, 2020

SUBJECT: Commercial/External Affairs/Marketing Management Report

Commercial:

Staff submitted a response to an RFI from Business Oregon for an aquaculture facility inquiry.

Staff are working with Business Oregon to certify the North Bay Marine Industrial Park as an Oregon Shovel Ready Site. This program certifies that a property is buildable within a 180-day period, which provides potential developers with the assurance that the site can be developed within a reasonable time period. Staff received approval from the Coos County Urban Renewal Agency to provide matching funds to the State's Special Public Works Fund (SPWF) grant to fund the project. Staff are now working with Business Oregon to complete the intake process for SPWF.

Staff are working to compile market research data to determine fair market rental rates for the Point Adams facility.

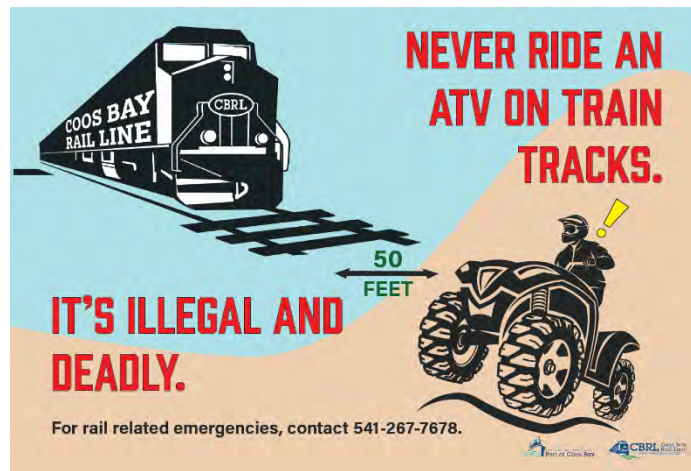
Marketing and Media:

Staff issued three press releases this month:

- [Senator Roblan & Representative McKeown Recognized as a "Friend of Public Ports"](#)
- [North American Railcar Operators Association to Return to Coos Bay Rail Line for Toy Drive](#)
- [Charleston Ice Plant Prepares for Soft Opening Saturday, September 12th](#)

Staff met with a reporter from Capital Press, a magazine focused on agricultural industry and transportation. The article will discuss the Channel Modification project and potential benefits to the agricultural industry.

Staff coordinated with the owner of Box Car Hill Campground and event organizers of the UTV Takeover, which took place October 8-11, 2020. ATVs/UTVs operating near the railroad tracks create a significant hazard and increase the presence of sand on the tracks. (Infographic pictured on the following page.)



Port Facebook posts that received the most engagement and reach this month include:

1. (5,448 people reached) The speeders (AKA putt putt cars) will be back on the Coos Bay Rail Line from October 8th to the 11th! This year's run will include a toy drive, in which toys will be collected at designated locations along the line for children in need. Decades ago speeders were used as Maintenance of Way vehicles on rail lines throughout the country, but have now been largely replaced by more modern Hyrail vehicles.
2. (1,028 people reached) The Coos Bay Rail Line was constructed over 100 years ago. Like most railroads in the United States, it has a rich history and helped to build our region. We are continually investing in infrastructure improvements to ensure safe, reliable freight rail service for the next 100 years and beyond.
3. (1,074 people reached) Today Port CEO John Burns had the honor of presenting the 'Friends of Public Ports Award' to Senator Arnie Roblan and Representative Caddy McKeown on behalf of the Oregon Public Ports Association (OPPA). Both Senator Roblan and Representative McKeown have worked tirelessly during their tenure in the Oregon State Legislature to champion ports throughout Oregon. Thank you both!

Last month, the Port's Facebook page saw an increase of 61 page likes, which is an increase of 135% over the previous period. During the same period, the page gained 67 new followers. The Charleston Marina Facebook page saw an increase of 24 followers (26%), as well as an increase of page likes by 26%. The Port's LinkedIn page gained 12 new followers last month and had 3,600 post impressions.

Port Property:

Staff have been working with an inquiry interested in leasing the Point Adams facility. The intended business use is live seafood processing.

Staff completed two new lease agreements this past month, including the old maintenance shop at the marina and the vacant lot adjacent to the Seabasket restaurant. The maintenance shop will be utilized as a storage facility for a commercial fishing vessel and the vacant lot will be utilized as outdoor restaurant seating.

Staff are working with FIA Timber Growth and Value Master LLC, who recently purchased land

from Weyerhaeuser that held two rail agreements. Staff are working with FIA to complete the adoption agreements.

Legislative/Advocacy Work:

Staff participated in a video meeting discussing the DEQ’s rulemaking process for the recently passed high hazard train legislation. This was the third rulemaking meeting, which provided time for eight industry stakeholders to provide feedback on language. The Union Pacific and BNSF were both presenters in the meeting. Primary feedback from these entities surrounded clarifying language.

Staff continue to work with SDAO, OPPA, and the Port of Tillamook Bay on legislation that will likely be introduced by SDAO with the intention of rectifying taxing issues for public bodies. The legislation would seek to address tax liability for public bodies on commercial properties that are leased, thereby incurring property tax. In situations where a former tenant is no longer able to pay taxes, the county can seek payment from the public body. If the tax liability remains unpaid, it will continue to incur interest charges.

Staff met with Courtney Flathers from Senator Merkley’s office to provide an update on Port projects. Ms. Flathers is filling in for Amy Amrhein given her recent retirement.

Staff and Port CEO met with Senate Candidate Dick Anderson, who had requested a meeting with staff to learn about the Port, its business lines, and primary projects.

Staff attended the OPPA quarterly meeting.

Community Outreach:

Staff provided an informational virtual presentation to the Coos Bay North Bend Rotary Club.

Staff met with CCD Business Development to provide new employees with an overview of the Port, its business lines, and major projects. The new employees have been hired to manage CCD’s Economic Recovery Initiative, a program funded through a \$400,000 EDA grant. The program is intended to implement short- and long-term economic recovery and resilience plans for the region.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

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

DATE: October 13, 2020

SUBJECT: Port Operations/Asset Management Report

Channel Modification Project:

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

Rail Bridge Rehabilitation Project:

The Build Grant Agreement has been fully executed and the Port received Notice to Proceed from MARAD. The last piece needed to commence the project is Oregon Transportation Committee (OTC) approval of the \$5 million match for the project. The Port received the draft ODOT agreement and it has been reviewed by legal counsel. The OTC will meet on October 22, 2020 and we anticipate approval of the project plan submitted last month. Once approval is granted, the agreement will be executed, and work can begin.

Staff is working with the Engineer of Record to reassess the infrastructure within the scope of work and develop a final plan for project phasing and contracting. We are also meeting internally to identify roles and responsibilities as part of project pre-planning. This will ensure we effectively and efficiently manage the project from start to finish.

Tunnel Rehabilitation Project:

The tunnel project is currently 95% complete and under budget. The remaining work includes: Final top ballast in two tunnels, diversion berm riprap, 30” culvert install, 400 feet of rail work, rock breaking in tunnel 19 (ditch line) and site cleanup. The site condition changes (spread footing and hard rock) has created some slip in the project schedule, but we do not anticipate any project impacts as a result. The two pictures below show the drainage ditch line (Tunnel 19) and riprap work for drainage.



Charleston Dredging and Sediment Characterization:

Sediment characterization at the Russel Marine fuel dock has been completed and the samples tested below thresholds in the Sediment Evaluation Framework (SEF) for unconfined in-water disposal. The results were submitted to the Portland Sediment Evaluation Team (PSET) and we expect a Sediment Characterization Memo (SDM) in the near future. We are working with the agencies to amend the Charleston dredging permit to add the new dredging unit.

Dredging:

The USACE contract dredge continues to dredge from River Mile 12 to 15. Due to generator issues on the dredge platform, the project was delayed. The new project completion date is on or about the first week of November.

The Dredge Yaquina was in the bay this month to finish dredging RM 2 to 4. This should be the last time we see the Corps dredges in the bay until next Spring.

Transpacific Parkway Drainage:

On September 29, 2020, the CCURA approved an action to conduct surveys and develop alternatives and budgets to address the drainage issues on Transpacific Parkway. This work is being contracted to SHN Consultants, in the amount of \$20,300.00. This is a three phased project:

Phase 1: Surveys and Alternatives

1. Conduct necessary surveys to develop drainage alternatives.
2. Propose feasible alternatives to drain water away from the road.
3. Develop budget estimates for each proposal:
 - a. 30% design
 - b. 100% design/Construction Documents
 - c. Construction estimates

d. QC/engineering support

Phase 2: 30% Design and Permitting

1. Develop 30% design and engineering for the selected alternative.
2. Provide an estimate for permitting activities.

Phase 3: 100% Design and Engineering/Construction Documents

1. Develop Construction Documents.
2. Develop bid docs.
3. Obtain required permits.
4. Provide QC/Engineering support.



Harbor Safety Committee:

The last Harbor Safety Committee meeting was held on September 23, 2020. At that meeting, the board agreed to write a letter in support of the North Jetty Repair project. Local stakeholders continue to express concern over the continued deterioration of the Jetty. The board requested letters of support from multiple stakeholders, which will be attached to the HSC letter. Staff will work internally to determine recipients of the letter.

Safety:

Second quarter safety inspections are being conducted in October. Staff will conduct inspections and provide a report to the CEO, Staff and Safety Committee.

MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Brandon Collura, Harbormaster

DATE: October 13, 2020

SUBJECT: Charleston Operations Management Report

The Marina finished the month of September at 62% capacity. Of the 443 moorage slips, we had 167 annuals, 40 semi-annuals, 52 monthlies and 526 transients. Annuals and monthlies remained stable while semi-annuals decreased slightly and transients greatly increased.

The RV Park had 70% capacity in September, down 6% from August. Out of 104 RV Park spaces, we had 321 new check-ins for total sales of \$59,903. Capacity decreased slightly, but overall sales were higher.

Dredge Project:

Dredge operations are scheduled to begin Tuesday, October 13, 2020. Mobilization efforts have been under way the past few weeks with pipe welding, anchor placement and launching of both the dredge and support vessels. Survey work was completed in late September and the focus of the project will be the Point Adams area as well as high spots along the North side of B dock.

Dredge work in Charleston is tide based with all work taking place during outgoing tides. The work windows last approximately five-six hours and times vary daily. The permit allows for up to 20,000 CY of material to be removed and pumped out to Site G.

The project will take place from October through December.



Photo: Mobilization efforts under way in the inner basin.

Ice Dock & Plant Project:

As of October 12, 2020, only a handful of items must be completed to bring the ice plant project to fruition. The past month included the completion of many little items needed to wrap up the project such as final cement pours, anchor bolt setting, ice delivery hose installations, etc. A few minor plumbing items remain, as well as ladder installation and some asphalt work on the shore side transition.

North Star and Highland Refrigeration have been on site multiple times to rectify various small issues they have encountered with their equipment and programming. All work by these two vendors is due to be completed shortly.

To date, 61 tons of ice have been sold to commercial vessels at approximately \$9,343 in billings.



Photo: First ice delivery from new plant on September 14, 2020 (FV Pisces)



MEMORANDUM

TO: John Burns, Chief Executive Officer
FROM: Rich Lopez, General Manager
DATE: October 13, 2020
SUBJECT: Railroad Department Management Report

Operations:

CBRL handled 373 revenue car loadings for September. September car loadings were below August, by 94 cars and below by 210 cars from the 2020/21 CBRL forecasted monthly average of 583 cars. September 2020 was above September 2019 of 299 cars by 74 cars.

The month of September reduction in carloads was a direct result of the fires in the Central Valley of Oregon. The air quality caused Seneca's Noti mill to cease operation for 5 days total and reduced several days shipping. Direct cause was Seneca missing 55 carloads to ship.

CBRL's Locomotive Mechanic has worked diligently to maintain and keep our locomotives compliant with the federal regulations.

CBRL MOW had an ODOT Track Inspector on property working with CBRL's Track Inspector and inspected track jointly from Mapleton to the Coos Bay Yard. The joint effort located several locations that need attention, none being violations.

CBRL Signal Maintainers performed quarterly maintenance on the Umpqua River Swing Span. This maintenance included testing of the signal system, testing of the lifting and moving system and lubrication of the gears on both the bridge and the motors.

CBRL MOW has been working on the main line to mitigate hazard trees and remove combustible brush from bridge structures.

CBRL welcomed the hiring of Darren Horn and Isaac Mingus. Darren and Isaac both bring 15 years of railroad experience to the CBRL Transportation team. Both are previous Union Pacific employees and are certified as Conductor and Engineer.

Port and CBRL staff continue to work on crossing sign audits, inspections, and signage program.

Coos Bay Rail Line:

As of October 1, 2020, the CBRL is 380 days' injury free. The CBRL had 0 incidents in September. Currently, CBRL has 17 employees and 6 locomotives on property.

CBRL received no recommended violations from FRA Signal or ODOT Operations Compliance Inspectors.

Tunnel Project Phase II:

Tunnel 15 – Breaking rock out of ditch line.

Tunnel 17 – Complete.

Tunnel 18 – Final track work done, 30” culvert needs placing.

Tunnel 19 – Final dressing needs to be performed.

Tunnel 20 – Final track dressing needs to be performed.

Tunnel 21 – Complete.



Action Items

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

DATE: October 13, 2020

PROJECT TITLE: Authorization to Execute ODOT Connect Oregon Grant Agreement

ACTION REQUESTED: Authorize Chief Executive Officer John Burns to execute the Grant Agreement between the Port and ODOT covering CBRL Bridge Rehabilitation Project Funding

BACKGROUND:

Connect Oregon Grant funds will be used to rehabilitate or replace bridge infrastructure at various locations within the rail corridor. These locations have been determined to be strategic and in the greatest need of repair or replacement due primarily to deferred maintenance and current FRA Bridge Safety Standards. The bridges identified in this application are near or past the end of their useful life and repair or replacement of the existing structures is necessary to continue safe and reliable service on the entire line. The total project cost is estimated at \$25 million. The BUILD grant will cover \$20 million and was matched with \$5 million in lottery backed bonds authorized by the Oregon Legislature in 2019. Due to short falls in lottery bond revenues because of COVID-19, the state determined it would be unable to issue lottery bonds this biennium. Subsequently, the Port worked with the state of Oregon to secure the \$5 million match through Connect Oregon Funds in 2020.

Port staff worked with the ODOT grant team members to provide the required Project Plan for the project, which will be presented to the Oregon Transportation Committee (OTC) on October 22, 2020. Once approved by the OTC, the grant will be executed within one to two days. The draft agreement was received by the Port in early September and submitted to legal counsel for review.

RECOMMENDED MOTION:

Authorize Chief Executive Officer John Burns to execute the Grant Agreement between the Port and the Oregon Department of Transportation for the Connect Oregon Grant covering the CBRL Bridge Rehabilitation Project.

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

DATE: October 13, 2020

PROJECT TITLE: Tyree Oil Lease Agreement

ACTION REQUESTED: Approval to enter into a new lease agreement with Tyree Oil for the facility located at 341 Newmark Street, North Bend Oregon

BACKGROUND:

Tyree Oil currently has a lease agreement with the Oregon International Port of Coos Bay for a Port-owned tank farm facility located at 341 Newmark Avenue in North Bend. Tyree initially executed a month to month lease agreement for the facility with the Port in November of 2000. In November of 2001, a second agreement was executed, extending the term to a five-year term with three five-year renewals. The lease is set to expire October 31, 2021.

Tyree approached the Port beginning in April of 2017, expressing interest in entering a new lease agreement prior to expiration of the existing agreement. The facility has approximately 2.5 million gallons of tank storage space available. In the past three years, Tyree has completed improvements to the tanks, office, and catwalk infrastructure. Both Tyree and the Port wish to see the property more highly utilized, which is Tyree's intention. Port staff have conducted market research to determine fair pricing structures, industry standards in structuring an agreement, and revenue projections.

RECOMMENDED MOTION:

Approval to enter into a new lease agreement with Tyree Oil for the Port-owned property located at 341 Newmark Avenue, North Bend Oregon.

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

DATE: October 13, 2020

PROJECT TITLE: Point Adams Facility Lease, Charleston

ACTION REQUESTED: Commission Approval to enter into a new lease agreement with Bobby Graham and Robert Ma for a three-year term for the Point Adams Facility in Charleston.

BACKGROUND:

Port staff were approached by Bobby Graham and Robert Ma regarding the potential to lease the Point Adams facility in Charleston. This facility was formerly utilized as a seafood processing and offloading facility. The building has been vacant for approximately five years. Mr. Graham and Mr. Ma plan to initiate a live seafood and offloading operation at the facility. The operation will support approximately five employees. The tenants propose to make the following improvements to the facility prior to initiating operations: lighting at the loading dock, dock side, and main floor; gravel driveway improvements; brush removal on Alaskan Packers Road; freezer compressor repair and general maintenance; electrical system improvements; water pump replacement for inflow system; replacement of two bay doors; ice maker repair and maintenance; painting on the dock, office, and breakroom; and installation of a new hoist. Additionally, a water inflow system and totes outfitted with air flow systems to support live seafood landings will be installed at the facility. Repairs to the electrical system and freezer equipment will be performed by a licensed contractor. Tenants propose to complete the other improvements themselves, with Port staff oversight and inspection.

RECOMMENDED MOTION:

Approval to enter into a new lease agreement with Bobby Graham and Robert Ma for Point Adams Facility in Charleston.

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

DATE: October 13, 2020

PROJECT TITLE: Vacation of an Undeveloped Portion of Land on Lockhart Avenue Right of Way Abutting Southwest Boulevard

ACTION REQUESTED: Approval of request for Oregon International Port of Coos Bay's consent to a Street Vacation of an undeveloped portion of Lockhart Avenue right of way abutting Southwest Boulevard

BACKGROUND:

Per Oregon Revised Statutes 271.180 and 271.190, municipalities are required to seek approval from Ports and other adjoining property owners for proposed vacation of streets, alleys, and common public places within 5,000 feet of the harbor or pier head lines of the Port. Port Policy Manual Section 13.6 Street Vacations in the Cities of Coos Bay and North Bend, states anything within 1,000 feet from the harbor and pier head lines requires Port Commission approval.

Michelle Gallino submitted an application to the City of Coos Bay to vacate an unimproved portion 102' X 60' of Lockhart Avenue right of way abutting Southwest Boulevard on October 6, 2020. Prior to beginning the public process associated with the application, the City is requesting the proposed vacation be added to the Port of Coos Bay, Board of Commissioners agenda for review. (As required by Resolution 90 91-14, Port must approve proposed vacations within 1,000 feet of the harbor and pierhead lines of the Port.)

Port staff have reviewed the area of the proposed vacation and believe the street vacation action will not create a negative impact on the rail or marine transportation infrastructure serving the Coos Bay harbor.

Prior to the City of Coos Bay taking any formal action on the proposed right-of-way, the Port's Board of Commissioners must approve the vacation.

RECOMMENDED MOTION:

Approve the request for consent from Michelle Gallino to the City of Coos Bay to vacate the undeveloped 102' X 60' portion of Lockhart Avenue abutting Southwest Boulevard.



Disclaimer:
 This document is produced using a Geographic Information System (GIS). The data contained herein is intended to be a graphical representation only and is by no means an official survey or legal interpretation thereof. The City of Coos Bay provides this data in good faith and makes no warranties, guarantees or representations of any kind, either expressed or implied, as to the content, accuracy, completeness or reliability of this data.

Date: 6/30/2020

Image Date: 3/6/2018



1 inch = 70 feet

THIS MAP WAS PREPARED FOR
ASSESSMENT PURPOSE ONLY

SE 1/4 SE 1/4 SEC. 34 T25S R13W W.M.
COOS COUNTY

25S 13W 34DD
CANCELLED NO.

- 5600
- 5401
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04-15-2008

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

DATE: October 13, 2020

PROJECT TITLE: 2020Res13: Cooperative Improvement Agreement Between the Port, ODOT, the City of Coos Bay, and Rock Face LLC

ACTION REQUESTED: Adopt Resolution 2020Res13 authorizing John Burns to execute a Cooperative Improvement Agreement between the Port, ODOT, the City of Coos Bay, and Rock Face LLC

BACKGROUND:

The Port-owned Coos Bay Rail Line in conjunction with the Oregon Department of Transportation (ODOT), and the City of Coos Bay have been working with Rock Face LLC to realign the crossing at Hemlock Street in the City of Coos Bay to provide safe and efficient traffic access and egress into the Coos Bay Village commercial property from Oregon Coast Highway No. 9 (US 101). The parties have been working collaboratively to design and develop the proposed new crossing at Hemlock Street to insure the project satisfies all regulatory concerns and maintains the property rights of each entity.

Rock Face LLC has taken on the task of developing an underutilized property in the City of Coos Bay. This property will introduce new commercial facilities to the city along the waterfront next to the Coos History Museum. The viability of this project relies on the developer's ability to insure safe access to the development from US 101. This action will require a crossing of the Coos Bay Rail Line, and the design to provide and promote safe movement of pedestrians, vehicular, and rail traffic. Port and Railroad staff have worked closely with the design and engineering team which is comprised of members from the developer, the City, ODOT and the Port. In order for this crossing modification to come to fruition, the Parties must enter into and comply with the subject Cooperative Improvement Agreement.

Port staff have worked with the Port's legal counsel to develop the appropriate contract language. The remaining Parties have reviewed and agreed to the related provisions of the agreement.

RECOMMENDED MOTION:

Adopt Resolution 2020Res13 authorizing CEO John Burns to negotiate and enter into a Cooperative Improvement Agreement between the Port, ODOT, the City of Coos Bay, and Rock Face LLC.

RESOLUTION 2020Res13

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

**AUTHORIZING A COOPERATIVE IMPROVEMENT AGREEMENT
BETWEEN THE PORT, ODOT, THE CITY OF COOS BAY, AND ROCK FACE LLC
FOR IMPROVEMENTS TO THE HEMLOCK STREET CROSSING IN COOS BAY**

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

WHEREAS, The Port-owned Coos Bay Rail Line in conjunction with the Oregon Department of Transportation (ODOT), and the City of Coos Bay have been working with Rock Face LLC to realign the crossing at Hemlock Street in the City of Coos Bay; and

WHEREAS, the realigned crossing will provide safe and efficient traffic access and egress into the Coos Bay Village commercial property development from Oregon Coast Highway No. 9 (US 101) while insuring the project satisfies all regulatory concerns and maintains the property rights of each entity; and

WHEREAS, Port and Railroad staff have worked closely with the design and engineering team which is comprised of members from the developer, the City, ODOT and the Port; and

WHEREAS, in order for this crossing modification to come to fruition, the Parties must enter into and comply with the subject Cooperative Improvement Agreement.

THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The recitals above are true and accurate and are incorporated herein by this reference.
2. The Board of Commissioners of the Oregon International Port of Coos Bay does hereby approve the Cooperative Improvement Agreement between the Port, ODOT, the City of Coos Bay, and Rock Face LLC for improvements to the railroad crossing located at Hemlock Street in Coos Bay.

APPROVED and ADOPTED, by the Board of Commissioners of the Oregon International Port of Coos Bay this 20th day of October 2020.

David Kronsteiner, President

Eric Farm, Vice President

Other

Informational Items

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

Monthly Revenue Car Loads and Equivalent Highway Truck Loads / 2016 - 2020

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

Month	2016		2017		2018		2019		2020	
	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	594	1,960.2	528	1,742.4	565	1,864.5	611	2,016.30	409	1,349.70
Feb	691	2,280.3	520	1,716.0	618	2,039.4	465	1,534.50	400	1,320.00
March	678	2,237.4	536	1,768.8	580	1,914.0	547	1,805.10	432	1,425.60
April	618	2,039.4	582	1,920.6	574	1,894.2	521	1,719.30	350	1,155.00
May	646	2,131.8	727	2,399.1	623	2,055.9	438	1,445.40	394	1,300.20
June	653	2,154.9	582	1,920.6	594	1,960.2	318	1,049.40	534	1,762.20
July	529	1,745.7	727	2399.1	602	1,986.6	346	1,141.80	435	1,435.50
Aug	645	2,128.5	721	2379.3	602	1,986.6	329	1,085.70	467	1,541.10
Sept	607	2,003.1	593	1,956.9	472	1,557.6	299	986.70	373	1,230.90
Oct	682	2,250.6	601	1,983.3	469	1,547.7	425	1,402.50		-
Nov	514	1,696.2	615	2,029.5	268	884.4	348	1,148.40		-
Dec	594	1,960.2	569	1,877.7	399	1,316.7	303	999.90		-
Annual	7,435	24,535.50	7,301	24,093.30	6,366	21,007.80	4,950.00	16,335.00	3,794.00	12,520.20

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 2020 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:	7,301	revenue car loads =	730,100	short tons
2018:	6,366	revenue car loads =	636,600	short tons
2019:	4,950	revenue car loads =	495,000	Short Tons
2020:	3,794	revenue car loads =	379,400	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 380 days injury free as of October 1, 2020!
Coos Bay Rail Line-CBRL started service November 1, 2018.